

**Schools Forum Key Decisions Log September 2014 and ongoing January 2017 updated**

Issue and Decision	Schools Forum date	Schools Forum agenda item no.	School Forum Minute
<p><b>Changes to Schools and Early Years Finance Regulations 2014</b></p> <p>A number of changes were noted including: Schools Forum is now required to discuss places being commissioned by the LA and others in special schools, resource units and AP as well as arrangements for paying top ups; funding for each Alternative Provision place will increase from £8,000 to £10,000 per annum. It was agreed that a brief response to the consultation would be sent voicing concern about the overall funding pressures on the DSG and the impact on these overall on schools' budgets.</p>	17/09/14	5	353
<p><b>Centrally Held DSG Underspend</b></p> <p>It was agreed that: £60,000 from 2013-14 DSG underspend be allocated to the Slough Learning Partnership to cover operating costs and contingency until the end of August 2015 and £100,000 be allocated to enable the Slough Learning Partnership to deliver a range of additional school improvement services during 2014-15. The proposals regarding allocation to the High Needs Block and Schools Block were deferred until the blocks are agreed at a future meeting.</p>	17/09/14	6	354
<p><b>PFI</b></p> <p>It was noted that SBC had been accepted as one of only 4 LAs taking part in the DfE pilot to identify potential savings in PFI contracts.</p>	17/09/14	8	351
<p><b>Schools Funding levels - letter to Secretary of State</b></p> <p>Members noted a response from David Laws MP to the letter sent to the Secretary of State.</p>	12/11/14	3	361
<p><b>St Joseph's update</b></p> <p>An update was provided on the Schools Forum 2012 grant from headroom to support St Joseph's finance and development plan and financial stability over 3 to 5 years. It was noted that the school had been able to return £400,000 in 2013 and has utilised the remaining funding as was originally intended.</p>	12/11/14	3	361
<p><b>Amendment to previous minutes</b></p> <p>It was noted that the reference in the previous minutes to the increase in value of an Alternative Provision place is an increase to 'base funding'.</p>	12/11/14	3	361
<p><b>Quarter 1 Budget Monitoring</b></p> <p>It was agreed that a review of the Balance Control Mechanism would take place when the Schools Forum considers the Scheme for Financing Schools for 15/16.</p>	12/11/14	4	362
<p><b>Budget process / formula</b></p> <p>Schools Forum agreed: the introduction of a 'reception uplift' in 2015/16; the introduction of capping at 3% in 2015/16 and that the existing formula factors should remain for 2015/16.</p>	12/11/14	5	363
<p><b>Growth Fund 2015/16</b></p> <p>Schools Forum agreed to create a Growth Fund for 2015/16. It was agreed that the fund should be based on full AWPU for the relevant part of the year for 2015/16.</p>	10/12/14	6	374
<p><b>Centrally Retained DSG Underspend</b></p> <p>The principle of distributing the final underspend by numbers on roll was re-affirmed.</p>	10/12/14	7	375
<p><b>De-delegated Budgets: SEBDOS (formerly known as the Behaviour Support Service) and Trades Union)</b></p> <p>With regard to the budget for SEBDOS (previously known as Behaviour Support), the relevant maintained schools' members of the Schools Forum voted to approve de-delegation in both phases at the unit costs proposed. Decision regarding de-delegation of the Trades Union budget was deferred until January 2015.</p>	10/12/14	8	376
<p><b>Membership</b></p>			

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Maggie Stacey had stood down from Schools Forum and thanks was given for her long service and valuable contributions. Schools Forum also thanked Mary Sparrow, who is leaving Slough, for her valuable contributions to the Forum. It was agreed that academy proprietors be asked to fill the three academy member vacancies and Schools Forum suggested a primary member and two secondary members in order to maintain an appropriate phase balance. A replacement maintained secondary school member is also to be found.	<b>10/12/14</b>	<b>9</b>	<b>377</b>
<b>Membership</b>			
Angela Mellish (St Bernard's Grammar School) was welcomed to the Schools Forum as the new maintained secondary school member.	<b>14/01/15</b>	<b>1</b>	<b>382</b>
<b>Minutes of previous meeting 10th December 2014</b>			
It was reported that confirmation had been given by the LA (Joseph Holmes) that no monies would be top-sliced from the DSG in future without a request to Schools Forum and its subsequent approval.	<b>14/01/15</b>	<b>3</b>	<b>384</b>
It was noted that Louise Lund was no longer a member of Schools Forum as she is no longer in a PVI setting and therefore not eligible and that a replacement was being sought.	<b>14/01/15</b>	<b>3</b>	<b>384</b>
<b>Centrally Retained DSG Underspend</b>			
Schools Forum agreed that the £998k underspend be redistributed to schools but not that the pensions deficit owed be netted off; schools to be notified of their pensions liability and billed separately from any underspend payment.	<b>14/01/15</b>	<b>5</b>	<b>386</b>
<b>Centrally Retained DSG 2015/16</b>			
The centrally retained DSG 15/16 budget figure for Cambridge Education was agreed. Further detail is to be brought back to Schools Forum of the allocation of the individual strands of funding and the associated justification for spend. LA retained element: the bottom line figure of £241,034 was agreed. A report will be brought to the March Schools Forum of 14/15 anticipated spend and what the budgets are likely to be spent on in 2015/16. This will be a matter for final decision in March. The £241,034 to be held in reserve pending the further report in March.	<b>14/01/15</b>	<b>6</b>	<b>387</b>
<b>2015/16 Budget Process</b>			
Schools Forum noted the 2015-16 formula factors and timetable (factors and budget pro-forma are predicated on the recommendations of the Schools Forum 5-16 formula Task and Finish group). To be submitted to the DfE following Council ratification.	<b>14/01/15</b>	<b>7</b>	<b>388</b>
<b>2015-16 DSG Schools Block and de-delegation of Trade Union support budget</b>			
Schools Forum noted the Schools Block budget for 2015-16. De-delegation of Trade Union support: the 3 maintained primary schools' members present voted unanimously in favour of de-delegation at the current unit cost. Both secondary maintained schools members present voted in favour of de-delegation at the current unit cost.	<b>14/01/15</b>	<b>8</b>	<b>389</b>
<b>2015-16 DSG Blocks (High Needs Block)</b>			
Schools Forum agreed to carry forward £600,000 from 2014/15.	<b>14/01/15</b>	<b>9</b>	<b>390</b>
<b>Membership</b>			
Sally Eaton attended the meeting as an observer, with a view to taking on the role of member representing the PVIs. Maggie Waller thanked Jean Cameron for her valuable contributions and support to both the Schools Forum and the Early Years Task and Finish Group over many years as this was her last meeting. A new member to represent Children's Centres is being sought ( <i>since meeting advised: Emma Slaughter, Interim Head of Children's Centres</i> ).	<b>25/03/15</b>	<b>1</b>	<b>396</b>
<b>PFI</b>			
It was noted that the £500,000 previously removed from the DSG in 2014/15 in respect of PFI had been returned and would be distributed to all schools and academies imminently. The £500,000 for 2015/16, removed in error, will also be returned.	<b>25/03/15</b>	<b>3</b>	<b>398</b>
<b>Commissioning of Places in Special Settings</b>			
It was noted that an annual review of places should take place (report to Schools Forum)	<b>25/03/15</b>	<b>4</b>	<b>399</b>

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<b>Early Years</b>			
Schools Forum agreed the 2015/16 Early Years centrally held budgets and noted the summary of the Early Years block budget.2015/16 including forecast growth.	<b>25/03/15</b>	<b>6</b>	<b>401</b>
<b>Membership</b>			
John Constable is to write to academy proprietors regarding the three membership vacancies, following a review of the January 2015 census.	<b>25/03/15</b>	<b>12</b>	<b>407</b>
<b>Membership</b>			
New members, Emma Slaughter (new Children's Centres' member) and Sally Eaton (new PVI member), were welcomed to the meeting.	<b>06/05/15</b>	<b>1</b>	<b>408</b>
Schools Forum suggested Eddie Neighbour and Jo Matthews as potential members for academy proprietors to consider.	<b>06/05/15</b>	<b>3</b>	<b>410</b>
<b>School Improvement Budget 2015-16 Update from Cambridge Education</b>			
The revised funding for 15/16 was noted as £932,905 which is a reduction of £310k. It was agreed that Schools Forum, at the July meeting, will consider the business cases put forward and decide which of the the priorities identified will be funded from the £310k.	<b>06/05/15</b>	<b>4</b>	<b>411</b>
<b>PFI 2015/16</b>			
It was noted that the £500,000 (part of SBC's PFI contribution for 15/16) that was not added to the DSG in 15/16 and given to schools would be returned to schools. Appendix A noted that the £500k will be part of the future budgets whatever decisions are made. Beverley Pennekett (EFA) advised that once schools have their budgets they cannot be re-determined in-year and if such an adjustment is required in-year to the Schools Budget an application can be made to the Minister to dis-apply this regulation. It was agreed that a joint letter would go from the LA and the Schools Forum seeking to re-distribute this year and to distribute based on numbers on roll .	<b>06/05/15</b>	<b>5</b>	<b>412</b>
<b>PFI School Improvement Savings</b>			
Schools Forum was asked to consider using £200k of the savings identified in the centrally-retained budgets for School Improvement (minute 411 above) to contribute to SBC's funding of the School's PFI scheme in 2015-16. It was agreed that this proposal would come back to the Schools Forum meeting in July along with any other proposals (supported by a business case) for consideration and decision. Note the 2 PFI reports are both noted here as item 5 as one had been omitted from the agenda list.	<b>06/05/15</b>	<b>5</b>	<b>413</b>
<b>Growth Fund Out-Turn 2014 - 15</b>			
Schools Forum agreed to carry forward an additional £88,000 to the Growth Fund for 2015 - 16. It was confirmed that the 2015 - 16 total Growth Fund was now approximately £1.25 million.	<b>06/05/15</b>	<b>6</b>	<b>414</b>
<b>High Needs Block</b>			
Schools Forum noted the detail of the High Needs Block centrally retained budgets for SBC and Cambridge Education, as set out in the two appendices to the report.	<b>06/05/15</b>	<b>7</b>	<b>415</b>
<b>2014/15 EarlyYears Block Carry Forward</b>			
Schools Forum noted that the Early Years DSG is currently forecast to be under-spent by £1,492,487 and approved the carry forward of this sum to ensure compliance with statutory duties through the spending outlined in Appendix A of the report.	<b>23/09/15</b>	<b>4</b>	<b>424</b>
<b>Centrally Retained Budgets Out Turn</b>			
Schools Forum agreed that the 14-15 underspend of £60,010 in the Schools Block be carried forward into the Growth Fund in order to reduce the 16-17 budget topslice for growth. Schools Forum agreed that the Early Years block underspend 2014-15 of £6,597 should remain within Early Years. Schools Forum noted that the High Needs Block underspend will be used to fund expected growth in High Needs places and top ups in 2016-17 plus any outstanding prior commitments. For Cambridge Education underspend it was agreed that proposals would be brought to Schools Forum at the next meeting. It was noted that the Early Years element had already been agreed in item 4 of the agenda (above).	<b>23/09/15</b>	<b>6</b>	<b>426</b>
<b>School Improvement Underspend</b>			

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<p>Schools Forum agreed to allocate £35,000 of these savings to support Our Lady of Peace Infant and Nursery School and Our Lady of Peace Junior School in amalgamating to establish an all-through primary school.</p> <p>Schools Forum agreed to allocate an initial £70,000 to support the Headteachers' collaborative request regarding Recruitment and Retention.</p> <p>Schools Forum did not agree to support the use of £200,000 of the School Improvement savings to contribute to the Council's funding of its contribution to the schools' PFI scheme.</p> <p>It was agreed that, following the allocations above, the remaining balance of the underspend would be considered at the next meeting alongside the Cambridge Education underspend (see agenda item 6 above).</p>	23/09/15	7	427
<b>Schools Forum Self Assessment Review and Updated Constitution</b>			
<p>Schools Forum supported the suggested changes in the self-assessment review (Appendix A).</p> <p>Schools Forum noted the updated Constitution (Appendix B) and commended this to the LA for approval.</p>	23/09/15	8	428
<b>Review of Scheme for Financing Schools</b>			
<p>Schools Forum agreed two amendments to the Scheme for Financing Schools:</p> <p>Schools should make a register of business and other interests publicly available e.g. on a publicly accessible website (2.9 of Scheme)</p> <p>New wording to clarify borrowing by schools, for example, in relation to financial leases (3.6 of Scheme)</p> <p>Schools Forum requested that the wording of the proposed change regarding the revenue Balance Control Mechanism be clarified and brought to the next meeting (4.2 of Scheme).</p>	23/09/15	9	429
<b>Minutes of previous meeting 23rd September 2015</b>			
<p>It was noted that the LA Democratic Services have confirmed that no further formal approval is required of the Schools Forum Constitution, following its approval by the Schools Forum at the 23rd September meeting.</p>	06/10/15	3	439
<b>Schools and Early Years Finance regulations 2015 - DfE Consultation</b>			
<p>The LA is to respond to the DfE consultation and it was agreed that the response would be shared with the Chair and that Schools Forum would also respond. The Chair will circulate to members of the Forum for input.</p>	06/10/15	4	440
<b>School Improvement Underspend</b>			
<p>Final decisions were made to allocate the remaining balance of the £308,000 2015/16 underspend in the centrally retained school improvement budget. Following allocations agreed at the 23rd September meeting - see above - to support teacher recruitment and Our Lady of Peace amalgamation, a further £13,000 was agreed to offset the £26,000 commitment of secondary Headteachers to recruitment research.</p> <p>It was agreed that the remaining £190,000 will be transferred to the High Needs Block to contribute to the easing of anticipated pressures on expenditure.</p> <p>From the final Cambridge Education School Improvement underspend for 2014-15 of £210,000, it was agreed to support the LA proposal for an allocation of £20,000 to fund a piece of work to scope out future school improvement options.</p> <p>Funding of £35,000 was also agreed for a project with Rising Stars focussed on boosting performance for Year 6 pupils, related to the new testing requirements.</p> <p>Further proposals for the remaining £155,000 balance will be brought to Schools Forum in December.</p>	06/10/15	5	441
<b>Minutes of previous meeting 6th October 2015</b>			
<p>Item 439: Jon Reekie (Baylis Court MAT/Godolphin Infant ), Eddie Neighbour (Upton Court) and Jo Matthews (Littledown) now elected as academy members and resignation of Hardeep Singh (Khalsa Primary) noted.</p> <p>Item 441: Confirmed that the £190,000 to be transferred to the High Needs Block was a one off transfer from under spend, not a permanent arrangement.</p>	09/12/15	3	449
<b>Growth Fund 2016</b>			
<p>Agreed 2016-17 DSG top slice for Growth Fund, increased by £250k, to £1.1 million.</p> <p>Growth Fund criteria, to be brought to January Schools Forum; to include funding for permanent expansion, emergency bulge classes, additional places in primary school classes and secondary places above PAN where requested by LA.</p>	09/12/15	6	452
<b>Centrally Retained items Schools Block</b>			
<p>Agreed £933k proposed for 2016-17 for Cambridge Education contractual school improvement work; balance of the £1.2m to be discussed at January Schools Forum. LA centrally retained budget of £230k agreed in part: Schools Forum (£53k) and CERA (£149k). Balance to be brought back to Schools Forum in January.</p>	09/12/15	7	453

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<b>De-delegated items 2016-17</b>			
The de-delegation of the proposed budget for the behaviour support service (SEBDOS) was agreed by primary and secondary maintained schools. Trades Union budget de-delegation was deferred pending further clarification from the LA.	09/12/15	9	454
<b>Review of SEBD Outreach Funding Methodology</b>			
Schools Forum supported the change in funding methodology proposed by SEBDOS.	09/12/15	8	455
<b>Split site criteria review</b>			
The proposed revised split site criteria was agreed.	09/12/15	10	456
<b>Minutes of previous meeting 9th December 2015</b>			
Membership: It was agreed that the terms of office of Maggie Waller, Phillip Gregory and Gillian Coffey were extended until August 2016, pending the next review of membership following academy conversions.	12/01/16	3	464
£70k for supporting recruitment (previously agreed): the LA agreed that the funding should be transferred.	12/01/16	3	464
De-delegation of Trades Union budget: it was agreed that the vote on the de-delegation of the Trades Union support budget would take place by email as soon as possible.	12/01/16	3	464
<b>Funding Formula changes for 2016-17</b>			
Following the LA consultation regarding the Fair Funding formula budget for 2016-17, 3 options are to go to Cabinet on 18th January with the recommendation that the Council approves Option 3 (changes to AWPU and increase of lump sum).	12/01/16	4	465
<b>Funding Formula 2016-17 IDACI consultation</b>			
Noted changes to IDACI notified by DfE in late December. Postcodes have been re-banded based on 2015 IMD figures rather than 2010, resulting in 50% of children in Slough no longer living in 'officially deprived' postcodes. LA has tried to keep same level of funding in deprivation factor which has led to changes: increasing the Free School Meal rate by 31%; using IDACI band 2 and increasing the band value 2 by 37% and band 3 to 5 by 36%.	12/01/16	5	466
<b>2016/17 Budget Timetable</b>			
DSG block allocation noted including £118.7 million for the Schools Block. Schools will receive budgets (5 to 16) and indicative early years and high needs budgets on 25th February 2016.	12/01/16	6	467
<b>School Improvement: Cambridge Education Centrally Retained underspend from 2014-15 and LA Centrally Retained budget for 2016/17</b>			
<b>Cambridge Education 2014-15 underspend</b> confirmed at £232k and the following one off allocations agreed: £20k previously allocated to school improvement; £35k previously allocated for Rising Stars Maths booster programme; £70k for longer term KS2 Maths project in 5-7 schools; £35k to support LAC; £73k to be returned to schools on one off basis in 2016-17 via Schools Block. <b>Centrally retained SBC Combined Budget for 2016-17</b> is £148,646, made up of £28,400 (school improvement and raising standards) and £120,246 previously within the Cambridge Education budget. £ 100,000 was agreed for the Virtual Head statutory function; £ 48,646 to support strengthening of safeguarding support was agreed in principle subject to provision of further detail at March Schools Forum meeting. Both are one-off as decisions can only be made annually by Schools Forum. The £190k previously agreed from the 2015/16 underspend for supporting the High Needs Block was re-affirmed; this is a permanent reduction in retained DSG.	12/01/16	7	468
<b>Centrally Retained DSG Items for Early Years 2016/17</b>			
LA proposed similar level to 2015-16 for centrally retained DSG for Early Years for 2016/17. This was agreed.	12/01/16	8	469
<b>Growth Fund</b>			
2016-17 Growth Fund confirmed as £1.1million to be funded from the Schools Block budget. Carry forward from 2015-16 estimated as £150k (total demand currently forecast at £1.25 million). List of criteria for Growth Fund to be brought back to the March Schools Forum meeting for formal agreement.	12/01/16	9	470
<b>LA Scheme for Financing Schools</b>			
An updated Scheme for Financing Schools to be placed on SBC website in February 2016. Noted that previous LA proposal to amend the Balance Control Mechanism was withdrawn.	12/01/16	10	471
<b>Minutes of previous meeting 12th January 2016</b>			
Noted that, following the January meeting, the de-delegation of the Trades Union budget had been agreed by email by relevant Schools Forum members.	08/03/16	3	479

## Schools Forum Key Decisions Log September 2014 and ongoing January 2017 updated

Cabinet had agreed the proposed Option 3 for the 5- 16 formula changes at its meeting on 18th January 2016.	08/03/16	3	479
<b>High Needs Block Proposal 2016/17</b>			
Schools Forum was consulted on the High Needs Block and noted the total funding as £21.59 million.	08/03/16	5	481
<b>Early Years Budget 2016/17</b>			
Schools Forum was consulted on the Early Years Block 2016/17: £11.367m including £150k for Early Years Pupil Premium for 3 and 4 year olds. The proposed sustainability factor was noted and it was agreed that the criteria would be amended to include a reference to education / early years' professional input when considering nursery schools for this funding.	08/03/16	6	482
<b>Update on DfE proposals for National Funding Formula</b>			
DfE published a consultation on the proposed National Funding Formula : 7 March 2016 to 17 April. Schools Forum to draft response and schools to be encouraged to respond individually.	08/03/16	7	483
<b>Growth Fund</b>			
The Growth Fund criteria for 2016/17, as set out in report, were approved.	08/03/16	8	484
<b>Children's Services Trust</b>			
£47k funding for strengthening safeguarding training in schools, agreed in January 2016 in principle, was agreed pending further development and clarification of the details which would be discussed at SSEF and at phase groups. Options re LAC Pupil Premium also to go through phase groups for consultation.	08/03/16	13	485
<b>A.O.B. School Improvement Arrangements (centrally retained)</b>			
Agreed that some of the centrally retained funding previously agreed by Schools Forum could be used by the LA to fund two days a week ongoing support for developing school improvement options.	08/03/16	AOB / 13	490
<b>Chair and Vice Chair</b>			
Maggie Waller was re-elected as Chair and John Constable was re-elected as Vice-Chair.	14/06/16	5	496
<b>Growth Fund</b>			
It was agreed that the £187k underspend from 2015 /16 could be carried forward into the Growth Fund 2016-17.	14/06/16	7	498
It was noted that the 2016-17 Growth Fund is £1.287 million, including this carry forward and the current estimated demand is £1.169 million.			
<b>Use of Centrally Retained DSG 2016 /17</b>			
It was endorsed in principle that unspent funds from previously agreed centrally retained DSG, be used to support: Schools Portal; peer review/challenge in consultation with neighbouring LAs and (see also next item) school support fund for use by Slough Teaching Schools Alliance to promote school-to-school support, approx £75k per year for two years.	14/06/16	8	499
<b>Slough Teaching School Alliance)</b>			
In addition to the agreement above in respect of school to school support, Schools Forum endorsed the transfer of the Slough Learning Partnership's (SLP's) funding reserves (which includes some historic grants from DSG underspend) from SLP to the Slough Teaching Schol Alliance to fund staffing costs for two years.	14/06/16	9	500
<b>PFI Proposal</b>			
The LA request to use £500k from the DSG Schools Block to fund the PFI affordability gap, currently paid by SBC, was not agreed.	14/06/16	11	502
<b>Membership Update</b>			
Kathleen Higgins attending as an observer now that Beechwood is an academy	13/10/16	4	511
<b>PFI Proposal</b>			
Clarification of factor and SBC contribution to affordability gap deferred to December	13/10/16	5	510
<b>High Needs Block</b>			
Significant pressure on High Needs Block with overspend in range of 800k. Range of recovery options being considered by SBC	13/10/16	7	514
<b>PFI Update</b>			
£500k PFI contribution raised by the new finance officer (section 151). It was flagged up that the council may need to make a further request for contribution from the DSG. Other savings will be explored across the council but if a further request is made a full consultation will be employed with schools.	06/12/16	5	524
<b>High Needs Block</b>			

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Overspend has been reduced to £300k at the current time. Figure can still fluctuate. Detailed recovery plan will be drafted.	06/12/16	6	525
<b>Centrally Retained</b>			
Recommendation agreed to retain £723,598	06/12/16	7	526
<b>Education Support Grant</b>			
School improvement and statutory services noted and Schools Forum agreed the transfer of the £430k from ESG to centrally retained. Total supported functions amount to £1.036 million. Includes bridging post between STSA and SBC	06/12/16	8	527
<b>De-delegated items</b>			
Behaviour Support Services (SEBDOS) approved but 5k for trade union activity NOT approved	06/12/16	10	529
<b>Growth Fund 2017-18</b>			
£900k centrally retained support for primary and secondary 2017/18 approved.	06/12/16	11	530
<b>Matters arising</b>			
SBC will not seek any portion of 500k PFI affordability gap for 2017/18. May present new proposals for 2018-19 following full consultation.	10/01/17	2	537
<b>ESG de-delegation</b>			
45k ESG de-delegation paper approved by maintained schools.	10/01/17	3	538
<b>Schools Block Budget</b>			
SBC consulted on requesting one-off 300k top slice from High Needs Block. Slough losing money overall as a result of change to National Funding Formula. Schools Forum encourages all schools to respond to Phase 2 of the DfE NFF consultation which closes 22nd March and will share response from Schools Forum once complete at March meeting.	10/01/17	4 and 5	539
<b>Forum membership</b>			
Updated membership in light of academy conversions meant deleting two vacancies from maintained schools and need to recruit two new academy members.	10/01/17	9	544