

AGENDA

Meeting: Schools Forum

Place: [Online meeting - click here to watch the meeting](#)

Date: Thursday 15 October 2020

Time: 1.30 pm

Please direct any enquiries on this Agenda to Lisa Pullin, Tel 01225 713015 or email committee@wiltshire.gov.uk of Democratic Services, County Hall, Bythesea Road, Trowbridge, BA14 8JN.

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Membership:	Representing:
Neil Baker	PHF - Maintained Primary Representative
Aileen Bates	WGA - Special School Governor Representative
Andy Bridewell	PHF - Maintained Primary Representative
Rebecca Carson	PHF - Primary Academy Representative
Mark Cawley	Early Years Representative
Michelle Chilcott	WASSH - Secondary Academy Representative
Sam Churchill	PHF - Maintained Primary Representative
Phil Cook	WASSH - Maintained Special School Representative
Jon Hamp	Special School Academy Representative
John Hawkins	Teaching Association Representative
Cllr Ross Henning	Observer - Local Youth Network
Mel Jacob	WGA - Primary School Governor Representative
Denise Lloyd	Observer - Post 16, Wiltshire College
Lisa Percy	WASSH - Secondary Academy Representative
John Proctor	Early Years Representative (PVI)
Giles Pugh	Salisbury Diocesan Board of Education
Nigel Roper	WASSH - Maintained Secondary Representative
Graham Shore	PHF - Primary Academy Representative
Trudy Srawley	Observer - Wiltshire Parent Carer Council
Fergus Stewart	Chair of WASSH - Secondary Academy Representative
David Whewell	WGA - Secondary School Governor representative
Catrina Williamson	PHF - Maintained Primary Representative

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PART I

Items to be considered whilst the meeting is open to the public

1 **Election of Chair**

To elect a Chair of Schools Forum for 2020/21.

2 **Election of Vice Chair**

To elect a Vice Chair of Schools Forum for 2020/21.

3 **Apologies and Changes to Membership**

To note any apologies and changes to the membership of the Forum.

4 **Minutes of the Previous Meeting** (*Pages 7 - 18*)

To approve as a correct record and sign the minutes of the meeting held on 11 June 2020 (copy attached).

5 **Chair's Announcements**

To receive any announcements from the Chair.

6 **Declaration of Interests**

To note any declarations of interests.

7 **Updates from Working Groups** (*Pages 19 - 42*)

The Forum will be asked to note the minutes/updates from the following meetings:

- Joint meeting of the School Funding Working Group and SEN Working Group – 5 October 2020 (*minutes attached*)
- Early Years Reference Group – 10 June 2020, 24 June, 15 July, 10 September and 30 September 2020 (*minutes attached*).

8 **Schools Revenue Surplus and Deficit Balances 2019/20** (*Pages 43 - 52*)

The report of Hazel Ryan (Schools Strategic Financial Management Adviser) presents the position of revenue balances for Wiltshire maintained schools as at 31 March 2020 and identifies those schools that are in surplus and deficit.

9 **Dedicated Schools Budget - Budget Monitoring 2020/21** (*Pages 53 - 58*)

The report of Marie Taylor (Head of Finance – Children and Education) seeks to present monitoring information against the Dedicated Schools Grant (DSG) for

the financial year 2020/21 as at 31 August 2020.

10 **Update from High Needs Working Group and Individual Savings Plans**

Helean Hughes (Director – Education & Skills) will provide an update to Schools Forum on behalf of the High Needs Working Group.

11 **High Needs Funding 2021/22** *(Pages 59 - 62)*

The report of Marie Taylor (Head of Finance – Children and Education) seeks to update Schools Forum regarding the content of the DfE's operational guidance on High Needs funding for the 2021/22 year.

12 **Special School Update**

The Forum will receive a Special School update from Alison Enever (Head of Special School Transformation).

13 **School Revenue Funding 2021/22** *(Pages 63 - 70)*

The report of Grant Davis (Schools Strategic Financial Support Manager) seeks to update Schools Forum regarding the content of the Department for Education's (DfE) operational guidance on School Revenue Funding for the 2021 to 2022 year.

14 **Annual Schools Consultation - Delegation of Central Expenditure 2021/22 Transfer of Schools Block to High Needs Block** *(Pages 71 - 78)*

The report prepared by Grant Davis (Schools Strategic Financial Support Manager) seeks to brief Schools Forum and agree a set of questions to be sent out to all schools in October 2020.

15 **Split Site Funding Allowance 2021-22** *(Pages 79 - 80)*

The report prepared by Grant Davis (Schools Strategic Financial Support Manager) seeks to update Schools Forum regarding the Split Site Allowance for schools in Wiltshire.

16 **Update on Covid - Exceptional Payments and Catch-up Monies**

Grant Davis (Schools Strategic Financial Support Manager) will provide a verbal update on Covid to include exceptional payments and catch up monies.

17 **F40 Update** *(Pages 81 - 88)*

The report prepared by Grant Davis (Schools Strategic Financial Support Manager) seeks to update Schools Forum regarding the work of the F40 Group and to share recent communication with the DfE, in relation to the impact of Covid-19 upon schools.

18 **Confirmation of Dates for Future Meetings**

To confirm the dates of future meetings, as follows, all to start at 1.30pm:

10 December 2020
21 January 2021
11 March 2021.

19 **Urgent Items**

To consider any other items of business, which the Chair agrees to consider as a matter of urgency.

PART II

Item(s) during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

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Schools Forum

MINUTES OF THE SCHOOLS FORUM MEETING HELD ON 11 JUNE 2020 AT 1.30PM VIA MICROSOFT TEAMS - ONLINE MEETING.

Present:

Neil Baker (Chairman), Aileen Bates, Andy Bridewell, Sam Churchill, Phil Cook, John Hawkins, Cllr Ross Henning, Mel Jacob, Lisa Percy (Vice-Chair), John Proctor, Giles Pugh, Nigel Roper, Graham Shore, Trudy Srawley, David Whewell and Catriona Williamson

Also Present:

Cllr Pauline Church (Cabinet Member for Children, Education & Skills), Cllr Jane Davies (Portfolio Holder – Education & SEND), Grant Davis (Schools Strategic Financial Support Manager), Alison Enever (Head of Special School Transformation), Helean Hughes (Director – Education & Skills), Louise Lewis (Head of School Effectiveness), Lisa Moore (Democratic Services Officer), Lisa Pullin (Democratic Services Officer) and Marie Taylor (Head of Finance – Children & Education)

10 Apologies and Changes of Membership

Apologies were received from:

- Rebecca Carson – Primary Academy representative
- Mark Cawley – Early Years representative
- Michelle Chilcott – Secondary Academy representative
- Denise Lloyd – Observer – Post 16
- Fergus Stewart – Secondary Academy representative

Changes of Membership:

- Denise Lloyd is the new post 16 observer representative who replaces Charlotte Corfield.

11 Minutes of the Previous Meeting

The minutes of the previous meeting held on 16 January 2020 were approved as a correct record subject to the following amendment –

Attendance record to be amended to remove Tracy Cornelius, as she was not in attendance.

Resolved:

That the Chairman sign the minutes of the meeting of Schools Forum held on 16 January 2020 subject to the agreed change above being made.

12 **Chairman's Announcements**

The Chairman made the following announcements:

Approval from Education and Skills Funding Agency to hold SF meetings remotely

We received an email from the ESFA on 28 May 2020 to inform us that the regulations to enable schools forums to meet remotely had been laid before parliament. This includes (but is not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming. These meeting arrangements are currently in place up to the end of March 2021. Obviously, we were ahead of the game as we had already put this meeting in place.

Live Stream of Meeting

Following on from that, just to remind you all that as this is a public meeting it is being streamed live to the web to enable any members of the public to listen live or after the meeting.

Review of Membership

Grant Davis (Schools Strategic Financial Support Manager) has carried out the annual review of the proportion/membership of Schools Forum. He looked at the October 2019 census information of the breakdown of pupils across Primary and Secondary sectors and he concluded that he would not suggest a change in membership at this stage. Grant felt that we would probably need to consider increasing the number of Academy reps next year – with it being likely that there is one less maintained primary rep and an extra primary Academy rep.

Change to Agenda Order

Helean Hughes has requested that her update on the impact of Covid-19 can run immediately after item 9 (high needs update).

13 **Declaration of Interests**

There were no declarations of interest.

14 **Updates from Working Groups**

The Forum noted the updates from the Joint meetings of the School Funding Working Group and SEN Working Group, held on 13 March 2020 and 2 June 2020, and from the Early Years Reference Group held on 19 March, 2 April, 13 and 27 May 2020, as detailed in the papers attached to the agenda and circulated as an agenda supplement prior to the meeting.

Questions:

- Had there been any response to request in reducing early years funding rates? Answer: There were no plans to do anything other than review in October to November, until the DFE allocations were available. Officers would monitor what was happening.

Resolved:

1. That Schools Forum note the minutes of the Joint meetings of the School Funding Working Group and SEN Working Group, held on 13 March 2020 and 2 June 2020.
2. That Schools Forum note the minutes of the Early Years Reference Group meetings held on 19 March, 2 April, 13 and 27 May 2020.

15 Admissions Appeals - Charging of Services

Grant Davis (Schools Strategic Financial Support Manager) outlined the local authority response to the National Funding Formula (NFF) for admissions appeals and the specific guidance around equivalent treatment of all schools.

The main points included:

- Admission appeals and charging for the service had been discussed over last 12 months.
- The Guidance from the Department of Education (DoE) was that the Local Authority (LA) should treat all school types the same in terms of School Admission Services.
- Funds were not held back for appeals. All delegated to schools in their school budget share.
- Wiltshire Council was the Admissions Authority and needed to have an appeals process. Previously that had been carried out by Democratic services and the Admissions Service.
- The LA was no longer in a position to support the appeals without a recovery of the cost incurred, so would look to charge all schools for appeals going forward.
- As detailed in the report on page 9, the table shows the proposed charging process.
- A Letter would go out to all School Heads and Governors explaining the changes to the services.
- The LA did not hold the monopoly on providing this service.
- The proposals would be applied from September 2020.
- The proposals would be implemented to recover the costs incurred and not as a money making exercise.

Questions and comments:

The Chairman noted that Schools did not necessarily have to use the LA, to hold appeals, but there was a requirement to ensure the due process was undertaken.

Resolved:

That Schools Forum note the report on the proposals for Local Authority charges for all schools for admission appeals from September 2020.

16 **Dedicated Schools Budget - Provisional Outturn Budget Monitoring 2019/20**

Marie Taylor (Head of Finance - Children & Education), presented a report on the outturn position for the dedicated school's budget in 2019-20 and on the dedicated schools grant (DSG) deficit reserve at the end of 2019-20.

The key points included:

- Provisional outturn for the financial year 2019/20 – overall overspend was just over £9M. This was essentially an underspend on High Needs coupled with an overspend on school's block, which was largely due to the growth fund. The early years block overspend was due to a larger take up of the scheme than we had funding for.
- Despite an extra £2.5m that had come in from other blocks, there was still an overspend by £8.47m on High Needs.
- External factors described in para 14 onwards – funding did not reflect the demand that was being presented.
- Para 20 – where there is a 17% overspend on the budget, this was almost equal to 15% increase in EHCPs, which was driving that cost up.
- Small underspend on central school's budget.
- The DSG reserve was in a deficit – this deficit of just over £2m was brought forward. There was an early year's post year adjustment which was negative of £206k. That DSG overspend of 2019/20 takes us to a deficit of £11.376m.
- Legislation had changed since the 2020/21 budget was set. The next steps are that the DfE will want to see a copy of our Recovery Plan it will take in to account the top slice of the 2020/21 budget.
- This poses a significant concern and will be discussed later in the agenda.

Resolved:

That the Schools Forum agreed to:

- i. **Note the final outturn budget monitoring position and the continued pressure on high needs budgets.**
- ii. **Continue to contribute to the on-going work of the High Needs Working Group, a multi-agency response to the high needs pressures.**
- iii. **Ensure Wiltshire schools engage with the recovery plan which includes rolling out the inclusion agenda.**

17 Update from High Needs Working Group

Helean Hughes (Director for Education & Skills), gave a verbal update on behalf of the High Needs Working Group.

Attention was drawn to the content of the powerpoint included in the minutes from the January meeting, which set the scene in much detail about system change and not just projects.

In January 2020 the outline of the plan was presented to Schools Forum.

In March 2020 we went into lockdown – which then took over the work of schools, they had to be entirely focused on dealing with Covid, as were the LA.

Since Easter attempts to return to business as usual had been made, however whilst some progress had been made it was limited. Because of this we had not been able to progress as quickly as liked. It was estimated that there had been a loss of around 2 to 3 months of work on the plan.

Project Updates:

- Alison Enever – leading on special schools transformation
- Success with the School in the south – details to be announced shortly
- Exclusion strategy approved by Cabinet in March 2020, waiting for final sign off from the Health & Wellbeing Board – delayed by Covid.

High Needs Update – Key Principles:

- Getting support when and where it was needed.
- Improve local equity of access
- Build collaborative capacity and decision making processes.
- Ownership and understanding – building on the work already developed through school effectiveness.

Dyslexia friendly schools:

A saving target was set. 18 Schools were selected and were geographically spread across the county, with one secondary school in each of the N,S,E & W areas. There was a Virtual launch on 8 June 2020 with the British Dyslexia Association.

Inclusion and School Effectiveness project:

This was a project that was dependent on children being in schools, so as a result of Covid this project had stalled. A savings target of £360k for 2020/21 - Thanks to the Schools that came forward, 17 were selected to take part in this project. There would be a possible re-launch in September 2020.

High Needs – ELP and Resource Base Review

A savings target of £200k for 2020/21.

SLAs being reviewed to ensure the focus was on outcomes and in-reach/out-reach based work. This work sat in the broader system of excellence.

SEND Assessment and EHCP

A saving target of £600k for 2020/21.

Banding document re-written, shared with Heads and SENCOs. Moderation to follow the adoption of the banding changes and align with regional approach.

Review of the Independent or Maintained schools

Lisa Fryer appointed to lead the project on 31st May

A savings target of £500k for 2020/21.

SEND AP project

A saving target of £93k for 2020/21.

ISOS working with us. Conference put on hold but would resume mid-term 5, with colleagues working with ISOS to move this forward

Digital update

Savings for this year had slipped.

David Paice working on this, developing an online app.

High Needs Early Years Intervention

Angela Everett leading on this, there had been a slight delay.

Making sure the transition is as easy as possible.

Pathways project

Dr James Wood working on this. Aspirations for children, support around that, focusing on the individual.

Early Years Intervention and Support Project (EYIO)

EY panel – looking at children with highest needs – so that support in place where needed.

Questions and comments:

- The final slide showed a target saving of £200k by looking at dealing with things from the EY inclusion funds, however the EYI fund is already overspent how will you look to get that in target?

Answer: We could take that to the EY Reference Group – to look at the consequences. We also need to include an EY representation on the working group – could we have that please?

Resolved:

That the Forum note the update and savings proposals as detailed within the presentation.

18 **DSG Deficit Repayment 2021-22 onwards**

Grant Davis, (Schools Strategic Financial Support Manager), outlined the DfE's change to the School and Early Years Finance (England) Regulations 2020, and the treatment for Dedicated Schools Grant (DSG).

A change in regulations has meant that Local Authorities (LA's) were no longer able to contribute into DSG. This has meant that any deficit on our DSG (£11.3m) sat within the realm to be repaid. We either need to deduct that expenditure from the Schools budget from this year or split it in to part for this year and the rest next year.

It was too late to take into account in the 20/21 budget so it must be moved to 2021/22 year. What that means for our individual schools was shown in the table at paragraph 9 in the report. For modelling purposes, a figure of £10.5m deficit was used. Para 11 of the report detailed what this would mean and whether it was affordable going forward.

There would be £14.5 billion of extra funding going into schools over the next 4 years. This was welcome news for our schools.

We need to go to the Secretary of State and ask to re-profile the repayment of that deficit.

In 2021/22 the minimum per pupil funding level was set to increase for primary schools, from £3,750 to 4k per pupil, which would have a huge impact on our schools.

Would we be able to fund our schools in 2021/22?

Using some modelling and making key assumptions, such as to assume pupil numbers would be unchanged, the Wiltshire Growth Fund was cost neutral and there would be no transfer with the school's block and the high needs block because of the deficit repayment, we are able to make a projection.

The table set out at paragraph 26, sets out where we would be, if those things were all in place. We would be unable to afford to fund our schools in the 2021/22 year, in accordance with the national funding formula to a tune of £5.3m. We would have to take some quite serious actions as set out in paragraph 27.

The Chairman noted that this was the first year that Wiltshire had been able to afford the national funding formula since its inception. Part of the problem of high needs is we are still fighting the fact that 50% of our income is based on historic spend from 2014.

Questions -

link back to item 11, in favour of the 3 year recovery request however in light of the Covid economic recession – are funding pledges from central gov guaranteed or at risk?

Answer: Agreed the country will find itself in financial difficult positions but this pledge was far as I am aware, still standing.

Appears there were two assumptions in the 3 year plan. One that the high needs budget deficit would be lowered, and two, that there would be no further top slicing of school's budgets. Is that correct?

Answer: There was currently a high needs review ongoing. Wiltshire should receive a better allocation when the review had taken place. It was only a model at this stage.

The Chairman noted that there had been a meeting with the local MP to explain the situation on the proposal. He was not sure whether they got the whole picture, and the reality of what it would be like for a school to lose £250k. Not sure that was totally understood, however there was a pledge for them to support us with the disapplication.

Cllr Church (Cabinet Member for Children, Education & Skills) was also at the meeting and was keen to involve the politicians. She was working with officers to help construct the letter to the Secretary of State, in order for the MPs to be clear in approaching the subject matter in the correct ways to the DfE. One of her roles was to do as much lobbying of MPs as possible to try and improve this area for Wiltshire.

The expected response time would usually be around 15 working days, as long as we get an initial letter in as soon as possible to DfE, but it was quite a pioneering request, so may fall outside of the usual response timeframes.

Resolved:

That Schools Forum note the update and support the view that a disapplication request to be made to the Secretary of State to enable Wiltshire to re-profile its DSG Deficit over the coming years, as repaying the deficit of £10½m is unaffordable in the 2021-22 financial year, however spreading it over the ensuing three years would be sustainable.

19 **DSG Budget Monitoring 2020-21**

The report of Marie Taylor (Head of Finance – Children & Education) seeks to present the budget and budget monitoring information against the Dedicated Schools Grant (DSG) for the financial year 2020-21 as at 30th April 2020.

We wouldn't normally bring a period 1 budget report forward to Cabinet or committee, however I felt it important to share what things could look like if behaviours don't change.

As detailed in paragraph 6 of the report, in January 2020, the Schools Forum approved a 0.7% transfer from the Schools block to support the High Needs

Block. This was not approved by the Secretary of State. The amount which was £600k then, was put into the Schools Growth Fund. Growth fund set at DfE estimate.

Early Years (EY) budgets

We would be reassessing what EY looks like when we get the grant later in the year. We have raised queries with DfE on no additional funding being received and await a response.

To ensure we could fulfil our efficiency duty, we had to ensure there was a scheme where settings could open. Spoke to EY reference group and agreed that all settings would receive 100% of estimated numbers for the summer term for April & May.

Closed settings to receive 80% of estimated numbers funding and the remaining 20% towards the open settings. We awarded £100 per child per setting per week.

From 1st June it was Government expectation that all settings would be open and as a result we wouldn't be able to provide that level of support. Working on a proposal for a different scheme that would provide some support for open settings but due to increased take up, the previous support scheme was unaffordable.

In High Needs there was a projected overspend of £10.5m. Assumed that spend was at same level as last year but for demand budgets have included a 12% increase.

In paragraph 14 – on 1 April there were 3860 children with an EHCP, with a 12% increase that would take the number up to 4321 in March 2021. This would be an increase of 461 children.

Para 16 – DSG deficit reserve, there would be an early years adjustment in July/Aug 2020.

Takes us to a huge £19.7m DSG deficit reserve. If guidance was followed to the letter, the top slice of £11.76m would be removed. This would then come back to the 20/21 overspend figure. Figures are significant and concerning.

Questions

The recovery plan for 2020/21 indicated a saving of £21m, were you now suggesting that there were now no savings?

Answer: I have shown a naive forecast, this is where we could be if behaviour does not change, and to know that we have a plan for it if we do not have change.

Early Years had been given no extra money. We were told to furlough our staff but on the eve of furlough, told that nurseries could only furlough to the extent of private income. In essence the 20% was zero for most people. Expect we will

start to see the collapse of nurseries in autumn when we get to the end of the furlough scheme.

Resolved:

That Schools Forum note:

- i) The budget monitoring position at the end of April 2020 alongside the provisional outturn report for 2019-20, the update from the high needs working group and DSG deficit repayment reports, and**
- ii) The forecast balance of the DSG deficit reserve as at the end of March 2021 pre and post the transfer to schools block.**

20 **Update on Early Years and School Settings - Impact of COVID-19**

The Forum received an update on the impact of Covid-19 on Early Years and School Settings from Helean Hughes (Director for Education & Skills).

- Guidance from DfE was that all schools would be fully funded whether open fully or part.
- Schools were making savings on premises costs educational resources and overtime.
- Additional costs incurred to schools included FSM costs for Easter and May half term, PPE requirements and cleaning costs.

Schools were able to recover additional costs for 3 reasons

1. Increased premises related costs
2. Support for free school meals for eligible children not attending school
3. Additional cleaning

Have shared guidance to schools to make them aware. There is a dedicated Schools Effectiveness mailbox.

There were a number of schools with declining rolls, and some going through a staffing restructure, where intake had changed. Reviews of these schools had been paused, there was additional pressure on their budgets going forward. Staffing higher than pupil numbers. I have escalated this risk up to gold

The Chairman noted that the national voucher scheme for the free school meals, that the onset of that was that it was a scheme that was difficult to be negotiated. Awaiting further guidance on whether the scheme should continue or not.

Question:

The extra costs incurred by additional deep cleaning, could they be submitted to WC?

Answer: The additional DfE guidance on additional costs was expected imminently, as soon as was available it would be made available on Right

Choice so you can all see. Recommend all schools to keep good records of all additional costs they had incurred, ready for the claims process.

Resolved:

That Schools Forum note the feedback and areas under pressure as detailed in the update.

21 **Special Schools Update**

The Forum received an update on Special Schools from Alison Enever (Head of Special Schools Transformation).

The Office of The School Adjudicator made its determination on 28 May 2020, and approved the proposals we put forward.

On 31 August 2020 the 3 schools, Larkrise, St Nicholas and Rowdeford would technically close as three separate schools and from 1 September 2020, a new single school would be created, based across the three existing sites.

A Shadow Governing Board was formed and appointed Aileen Bates as chair, and a Terms of Reference was set. The Board would be involved in recruiting to the interim and permanent Executive Head role.

The Main contractor, Wilmot Dixon would co produce, and would work with Council, Parents, Young People, Carers and Staff. A main focus was to make sure we keep people engaged and informed. There was a letter to Governors every Friday and a full stakeholder letter every month.

Working with colleagues in Education to take forward the work on the System of Excellence.

Resolved:

That Schools Forum note the Special Schools Update.

22 **Confirmation of Dates for Future Meetings**

The Forum noted that the future meetings would be held on:

15 October 2020
10 December 2020.

23 **Urgent Items**

There were no urgent items.

(Duration of meeting: 1.30 - 3.20 pm)

The Officer who has produced these minutes is Lisa Moore, Tel 01722 434560 or email committee@wiltshire.gov.uk of Democratic Services

Press enquiries to Communications, direct line (01225) 713114/713115

Schools Forum

School Funding and SEN Working Group

5th October 2020

Minutes

Present: Marie Taylor (Chair), (Finance, local authority (LA)), Grant Davis (Finance, LA), Neil Baker (Christchurch), John Hawkins (Teacher / Governor rep), Catriona Williamson (Mere), Andy Bridewell (Ludgershall Castle), Phil Cook (Larkrise), Lisa Percy (Hardenhuish), Sam Churchill (Hilmarton), Helean Hughes (Director LA) Alison Enever, Head of Special School Transformation, Cate Mullen (Head of Inclusion & SEND, LA), Lisa Pullin (Democratic Services)

Apologies: Gary Binstead (Childrens Commissioning LA) Rebecca Carson (Woodford Valley)

1.	<p>Welcome and Apologies Marie welcomed Cate to the group. Cate started working for Wiltshire as Head of Inclusion & SEND on 1st September 2020.</p>	
2.	<p>Minutes from previous meeting The minutes of the previous meeting were accepted.</p>	
3.	<p>Matters Arising Lisa Pullin reminded the group that the Chair and Vice Chair would require re-electing for 20-21 at the October meeting.</p>	
4.	<p>Budget Monitoring for the period to 31st August 2020 (MT)</p> <p>MT shared her report with the group. The forecast overspend for 20/21 is £8.618m.</p> <p>Highlights: Early Years - the DfE's adjustment for 19-20 was a positive £0.539m. This reflects the overspend in 2019-20. In addition, the in-year adjustment was a positive £0.943M. MT described the updated guidance and payments for providers around COVID to support the local authority's sustainability duty. No variance is forecast on 2, 3 & 4-year-old grant at this time due to uncertainty around January payments and census data.</p> <p>School Budgets – the underspend on the growth fund offsets the DSG overspend position.</p> <p>The HNB forecast overspend is £11.003m – again, based on higher numbers of EHCPS and levels of support requested. This forecast includes an estimate of future growth based on historical trend. The pressures on the HNB continue and the HNB working group will be prioritising demand management, savings projects, commissioning and spend controls.</p>	

	<p>Of major concern is the impact of this on the DSG deficit reserve balance which is held in the local authority's balance sheet. The reserve balance is now forecast to be £19.429m.</p> <p>This overspend will continue to be cash flowed by the local authority and has been identified on the Council's risk register.</p> <p>MT and GD had a positive meeting with Gemma Donnelly from the DfE last week around our DSG deficit issues. Gemma has kindly agreed to attend Schools Forum and speak to us about our deficit in comparison with that of others. We spoke at length about our findings and planned actions and Gemma confirmed she was reassured that we knew the cost drivers for Wiltshire. Gemma confirmed the focus for the DfE was for Schools Forum to set a balanced and achievable budget for each year moving forward and that the DfE hoped to assist with historical deficits but for those with the largest proportionate deficits and that was not Wiltshire at this time. Gemma had some suggestions around – using SEN2 data to set an inclusivity target / challenge – better marketing of our own provision – research around outcomes of ex ISS pupils in adulthood. Other than that, we were taking similar action to other local authorities which was reassuring to hear. MT to pass Gemma's details to LPu to invite to Schools Forum.</p>	MT
4.	<p>Update from High Needs Working Group & Individual Savings Plans (HH)</p> <p>HH took the group through the minutes of the last meeting. COVID had inevitably caused delay to some projects. The new academic year together with Cate taking up post mean workstreams can be prioritised and progress made against target.</p> <p>Notional SEN was discussed at length, the DfE funding factors do not necessarily correlate to SEN however, these are the funding mechanism and the LA confirmed the necessity to request funding details from schools prior to applying for additional HNB funding. The messaging to heads and governing bodies is on-going. GD looked at benchmarking for SEN notional funding – we are not an outlier - GD will review this for 21-22 financial year. NB pointed out it was not an individual funding per pupil purse but an overall pot to be used to support pupils with SEN support & EHCP needs. CM to ensure the process includes notional SEN funding request (GD to share list of notional SEN funding at school level with CM)</p> <p>NB asked about measuring against savings targets. MT confirmed the 10-year recovery plan was likely to be replaced by the DfE workbook however, if it was not sufficiently explicit in the workbook, it would continue to be used to aid planning. Difficult to measure success apart from numbers of EHCPS falling and forecast spend reducing.</p> <p>LP suggested that if the SoS was not minded to approve a disapplication regarding a transfer from SB to HNB then we would need to consider this in our planning to ensure non inclusive schools contribute to the cost of high needs pupils.</p> <p>GD and MT have been taking part in national and local research around DSG deficits which mirrors Gemma's evaluation of being 66th in the Country. MT/GD will be taking part in the F40 survey (received 5/10/20 during the meeting) and will circulate the results when these are published.</p>	GD CM GD

	<p>These will be useful to share with MPS / Lead Members / CLT / as well as Schools Forum.</p> <p>Discussion around HNB generally SC – supportive of marketing - parents are not always aware of our offer in mainstream SEND lead workers unable to recommend a school but what can they do? CM responded they could direct parents to Wiltshire’s graduated approach and provide a link to information (marketing.) LPe – Post 16 providers are requesting EHCPs for high functioning ASD pupils – recommended by paediatrician – CM raise with health colleagues? NB – paediatricians also requesting a full EP assessment when EP time is limited</p>	
5	<p>Special School Transformation Update (AE)</p> <p>AE updated the group on the System of Excellence in the North – the three special schools officially became one on 1st September the interim executive head Sean McKeown is now in post. Temporary name “North Wilts School.” The name for the new school is being consulted on this term, following a full tender process, the build contractor appointed was Wilmot Dixon and we are now at the co-design stage. The build is on track despite COVID.</p> <p>The Free School in the South – Reach South have been appointed as the provider, the site feasibility is underway, Alison is part of the project working group which is largely led by the DfE.</p> <p>AE has taken on board the DfE’s commentary around publicity and market positioning to parents on both projects</p>	
6	<p>Schools Revenue Funding 21-22 (GD)</p> <p>GD took us through his paper which is earlier than usual as the DfE published indicative allocations in July which has allowed earlier modelling. 3.4% uplift of real change plus a significant increase due to teacher pay and pensions grant transferring to base funding when the grant ceases in 21-22.</p> <p>Sparsity funding increases from £26k to £45k for Primary Same methodology for the growth fund with protection in place around reduction – this will be set post census AWPU uplifted to include TP & pension grant Vore funding factors increasing by 3% 21-22 will continue to be another “soft” year where local factors can be applied, and the only mandatory factors are the minimum per pupil amounts £4,180 and £5,415 GD initial modelling – the NFF will be affordable Mobility £571k freed up if we do not apply this factor again Sparsity £220k freed up if we do not apply the increase. GD explained that Gemma from the DfE had explained that there was to be a focus on supporting small schools and a consultation would follow later in the year.</p>	
7	<p>Split Site Funding (GD)</p> <p>GD took us through his report which explains split site funding. The group discussed increasing the amount of split site funding as a way of</p>	

	<p>supporting the small schools agenda in Wiltshire as a way of replacing in part – the lost lump sum if schools were to amalgamate over 2 sites. Lump sum increased to £110k and for 21-22 is set at £117k/ Wiltshire’s split site allocation has not been increased since the lump sum was ££85k. The group felt it was appropriate to review.</p> <p>LPe – parity and fairness – should we ask schools what their additional costs are and check whether they require the increase GD responded that the last split site school Greentrees calculated their additional costs at higher than the split site allowance. SC was supportive of supporting school schools. NB raised concerns around larger split site schools where synergies were made across many schools / sites of a MAT for example. GD to check guidance – see if there is scope to differentiate on NOR. Rather than an amount, NB suggested that a % was used which was then automatically uplifted in line with the lump sum although there were GD to model up $65/85 = 76\%$ of the lump sum funding</p>	<p>GD</p> <p>GD</p>
8	<p>Consultation Report – De- Del & Transfer between blocks (GD)</p> <p>GD took us through the proposed De-delegation survey questions (for maintained schools only)</p> <p>CW raised the level of service being received by schools from the BST and EMTAS teams, there are currently teacher vacancies and schools are struggling to receive support through the gateway referral process. MT explained from a financial perspective, she kept any variances to the DSG rather than the De-Del in order to protect schools from overspends which, as the local authority only budgets at 95% of salary budget – is a constant risk of a fully staffed team. CM promised to look into the service and have an offline conversation with CW around her particular concerns</p> <p>NB referred to an SLA – CM/MT to search for SLA which mentioned team teach and CPD (could be in need of a refresh as needs change over time)</p> <p>GD took us through the transfer between blocks survey questions (as previous years)</p> <p>NB raised adding per pupil impact of transfer would be useful GD to add MT suggested lowering the number of options as Gemma had indicated the SoS would be unwilling to approve a disapplication. GD to reduce</p>	<p>CM</p> <p>CM/MT</p> <p>GD</p> <p>GD</p>
9	<p>Schools Revenue Balances 19-20 (GD)</p> <p>GD took us through the report and appendices. Overall the surplus balances have decreased and the deficit balances primary – increased 😊 secondary decreased 😊 and special decreased 😊</p> <p>GD explained that balances above DfE tolerance levels could trigger an investigation by the DfE. SC queried how, with the LA having such limited influence over schools, how they could be judged. GD responded unlikely to happen as the DfE were likely to have other priorities and we do know the reasons for example, one of our small primary schools with a high surplus had 3 legacies left when villagers passed away. Abbeyfield has a long-term recovery plan and the causal factors are linked to PFI – Emma Brown now employed as a PFI expert who is helping to ensure costs are scrutinised. There is a whole LA approach to supporting their recovery plan. We have met with the new HT and governing body to agree a way forward and model of support and monitoring.</p>	

10	<p>Verbal Update – COVID Costs & Funding for Schools (GD)</p> <p>GD shared slides on the funding for schools re: COVID costs. Schools who had claimed for premises, FSM and cleaning had been reimbursed, whilst schools who had submitted claims for other costs were awaiting DfE approval.</p> <p>COVID Catch up Grant £1Bn nationally is allocated per pupil and payments are being made termly. The DfE are speaking to the treasury around additional COVID costs for schools. NB said the cost of COVID for him was 3 x maternity cases and 2 x self isolating staff. SC had said she was struggling to recruit to a cleaning post. AB said costs were manageable within the savings from closure however, MDSAs were being redeployed to cleaning as teachers and TAS were covering lunchtime duties to reduce the number of people in the bubbles.</p>	
11	<p>F40 Letter</p> <p>GD shared the letter from the F40 with the group re: a campaign for financial support for schools (attached to minutes)</p>	
12	<p>AOB</p> <p>There was no AOB as CW had raised the BST query under de-delegated discussion</p>	
11	<p><i>Date and Time of Next Meeting</i></p> <p>Next meeting – date set at: Monday 30th November 2020 @ 8.30am This is planned as a virtual teams meeting.</p> <p>Next Schools Forum meeting Thursday 10th December 2020 @ 1.30pm. This is planned as a virtual teams meeting.</p>	

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Early Years Reference Group Extraordinary Meeting

Wednesday 10 June 2020

1. Welcome and introductions

Jane Boulton, Lucy-Anne Bryant, Mark Cawley, Rosemary Collard, Jenny Harvey (notes), Sarah Hawkins, John Proctor.

2. Apologies

Russell Martin, Trudy Surman, Debbie Muir, Natalia Reyner

3. Minutes and actions

The issue around space in single room settings has been raised with Risk Board. Following group discussion about schools not reopening to all year groups from 1 June 2020, it was decided that LAB should take the overall issue of capacity through June and July back to the board as an ongoing issue.

ACTION: LAB to take overall capacity issue back to board as ongoing issue

4. Current situation

LAB stated that Wiltshire Council have fed back to the DfE on the unequal playing field between schools and EY providers. The DfE have allowed EY providers to operate and this has been done successfully within the new Covid-19 restrictions and guidance. Schools need to be more creative as to how they can operate.

LAB confirmed that the DfE have to agree and approve the Local Authority's proposal of either a one off payment of £1000/£150 or £10 per child per week to assist with PPE costs, and that we are currently awaiting their response.

LAB confirmed that a second Covid-19 spike is expected July/August time and this will have an impact on hospitals and their staff and childcare requirements.

Holiday provision - can operate under current guidance, as the bubbles are larger and children are attending all day with the same staff. LAB confirmed a questionnaire (childcare through summer holidays) is being sent out to schools for distribution to parents which will be followed up by a survey to EY providers. The Local Authority will then map need against demand to ensure sufficient childcare.

ASC provision - currently cannot operate unless they are on a school site, but there is an expectation by schools that EY providers will operate this provision. It was felt that schools should be providing and running ASC's as the children are school aged and current guidance stipulates that younger and older children bubbles cannot mix.

The group felt that a phased approach for September start children would be helpful to get them back into a routine and to readjust to the nursery/learning environment. However, deferring school places and/or keeping reception cohort back will cause significant issues across the board and have a knock-on effect with younger children coming through. JB stated this would be a nightmare for Springboard and specialist places. EY providers need information and guidance now so they can give parents advance notice of plans.

5. Budget 2020/2021

JP reported to the group - Schools Forum – £9 million overspend, over £2 million carried forward from last year, overall £11.37 million deficit. EY is currently overspent by £1 million. New DfE rules state that local authorities cannot hold deficit going forward and need to clear within 2 years. JP queried whether EY would get a budget adjustment in Autumn 2020 as would normally be the case. EY had a £300k underspend in 2019/2020 which was taken back by Schools Forum but we won't know if this money will be returned to the budget until January 2021.

There was general discussion regarding the overall EY budget and the difference between how schools and early years are dealt with at Schools Forum. Schools have received a budget increase for all on-costs whilst early years providers haven't. LAB stated that its important to get children back into early years provision/schools but central government isn't paying for quality to manage this.

The next Schools Forum meeting is being held on Thursday 11 June and will be attended by JP and MC. All EY representatives and MT attending will do everything they can to maximise the EY budget and keep reductions/overspend to an absolute minimum.

6. Autumn 2020 headcount exercise and EYES update

JH and LAB confirmed that currently the Early Years Entitlement team can only advise on funding activities up to 31 August, but were hopeful that an Autumn headcount would take place albeit in a different format as a result of Covid-19 and current working from home arrangements.

The Early Years Entitlement team are attending EYES training on Friday 12 June with a view to going live with the system in July/August (local authority staff only), and possibly some test providers working on the system in Autumn 2020. JH confirmed that her new line manager, Emily Wood will now be taking over the lead from Nicola McCann on the rollout of the programme to the sector.

ACTION: None

7. PPE

JP said there was conflicting information and advice from the government on PPE, and asked would Wiltshire Council be providing PPE for EY providers. (Refer to PPE funding proposal comment made in Section 4).

LAB informed the group that the free hand gel bottled had now confirmed as 88.7ml bottles only. LAB was very disappointed as had been led to believe they would be bigger bottles. All providers will be eligible for 2 bottles, with larger providers eligible for 4 bottles. Pickup details will be issued in next EY newsletter.

ACTION: None

8. AOB

The group discussed the issue of children who haven't and won't return to EY provision which is of great concern.

Care over summer holidays – JB confirmed characteristics of effective learning/ transitions booklet being developed. There is a presumption that EY provider staff are in situ and have time to complete these transition forms. Schools don't know the children or what they have/haven't learnt and cannot advocate for them.

Wiltshire funding campaign - The group discussed a growing need for a Wiltshire funding campaign for EY providers to approach their MPs who in turn could put pressure on central government. Commitment would be needed from all EY providers in all areas for this to succeed, but some felt that as the sector is quite fragmented, provider inertia would be the greatest barrier.

JP again raised the issue of using EY provider email addresses that are held by the Early Years Entitlement team for the campaign, but JH confirmed that she had forwarded his initial request to her line manager at the time (Nicola McCann) and permission had not been granted under GDPR regulations. LAB confirmed that generic early years providers emails are available on individual provider webpages and the online Childcare Directory so could be collected that way.

Summer 2020 EYPP claims/payments - LAB confirmed that an EYPP SNAP survey will be sent out to all EY providers requesting data and a separate payment for Summer 2020 EYPP will be made to providers alongside the main July payment.

Summer 2020 DAP claims/payments - LAB confirmed that a decision was still yet to be made on DAF funding and that applications should be deferred to the October 2020 headcount. JB and JP both raised the issue of children who would have been eligible in Summer 2020 but are due to leave and start school in September 2020.

LAB confirmed that there would be a funding update to EY providers by the end of this week.

The date of the next meeting was agreed as 24 June 2020, 12.30pm-2.00pm. LAB will send out a Teams meeting request to the group.

ACTION: LAB to follow up the DAF funding issue.

ACTION: LAB to follow up and organise Summer 2020 EYPP funding.

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Early Years Reference Group Extraordinary Meeting

Wednesday 24 June 2020

1. Welcome and introductions

Jane Boulton, Lucy-Anne Bryant, Mark Cawley, Rosemary Collard, Jenny Harvey (notes), Sarah Hawkins, John Proctor, Trudy Surman, Emily Wood (notes).

2. Apologies

Russell Martin, Debbie Muir, Natalia Reyner

3. Minutes and actions

The minutes were agreed as an accurate recording of the last meeting.

Point 8 - DAF - LAB raised the suggestion that this funding should be allocated per academic year and not financial year, especially as this term's attendance has been so disrupted by the pandemic. The group didn't object but Jane Boulton raised the point that she has children who are turning five between April and August who will be disappearing to school in September. This term is the last opportunity for them to access the DAF. Therefore it was agreed that the DAF allocation would move to academic year with the exception of those that are turning five between April and August, as per the reason above.

ACTION: A communication to be issued updating providers on Summer 2020 DAF applications (LAB)

4. New Recovery Group

LAB informed the group that a new Task & Finish group is being set up to deal with 'Recovery' post Covid19. An article will be in the EY Newsletter on 25 June. All agreed that the group needed to include both school (primary and secondary – Headteacher, bursar, reception teacher) and EY sector representatives; there were no volunteers from EYRG.

MC asked for the group's terms of reference. LAB explained that these will be compiled at the group's first meeting on Monday 29 June. The main aim will be to prepare for and support children transitioning to school in September. Many children will have regressed in their learning and development as a result of the Covid-19 lockdown, especially those who haven't yet and aren't returning to early years provision in Summer 2020. The rising 5 children will need to be treated as rising 4 children.

JB commented that policy makers need to take notice of the changes that are made this year, that they need to continue and they should influence future approaches.

5. Funding update

JP provided the group with a brief update. Schools Forum have agreed not to reduce EY funding in order to meet the overall budget deficit.

The financial year's allocation is determined from the January census. An adjustment will be made in September, but LAB confirmed that the local authority would be unable to increase funding rates. LAB stated that EY funding is in deficit this year as a result of more children and increased take up of hours compared to last year.

6. Inclusion funding

This is currently underfunded and there are too many obstacles in the way to navigate to access the funding. It often takes far too long for the funding to be agreed to have much benefit, which defeats the core of what the FACT Best Start in Life is all about. It is perceived that the Inclusion Support Officers have been disempowered to allocate the funding, as previously done. A funding working group is being set-up and LAB asked for a volunteer – Trudy's offer was gratefully received.

7. EYPP

EW explained that providers were asked via the daily attendance survey on the 23 June if they wished to claim EYPP funding this term. For those that responded either 'yes' or 'not sure' they are being sent a Claim Form and will have 1 week to submit this. As we have not run a headcount this funding block, providers will be asked to claim for ALL children, not just new children who have appeared this term.

ACTION: Summer 2020 EYPP forms to be issued to providers (EW)

8. Holiday Provision

The Government is expecting holiday provision to run, however schools are not expected to provide this. There was concern around the fact that older children haven't been able to attend school but are now able to attend holiday provision along with younger children. LAB confirmed that it is a personal decision whether or not to operate holiday clubs, and there is no pressure to do so. Risk assessments will be needed.

Some group members confirmed they currently aren't inundated with holiday provision requests. JB commented that she had been unsuccessful in obtaining a grant to subsidise their holiday provision, and as yet, hasn't been able to offer anything.

The continuation of bubbles could hamper the number of children providers are able to accept. RC commented that it is difficult to interpret what is meant by 'bubbles' and to know if what you are doing is correct, and some providers are more flexible than others. Mixed message.

9. AOB

DfE have requested that providers unfurlough staff, however the number of children allowed to attend is restricted. Providers are paying an increasing contribution to the furlough scheme, all add to sustainability issues.

Currently we don't know the demand for EYE places, only the supply. How many EYE children are being turned away? EW to add question to daily survey to get a better understanding of EYE demand and place sufficiency.

ACTION: Sustainability issue to be taken to Risk group (LAB)
Demand/sufficiency question to be added to daily survey (EW)

10. Next meeting

The next meeting is scheduled for Wednesday 15 July at 12:30pm. LAB will send out a Microsoft teams meeting request to the group.

Early Years Reference Group Extraordinary Meeting

Wednesday 15 July 2020

1. Welcome and introductions

Jane Boulton, Lucy-Anne Bryant, Mark Cawley, Emma Cooke, Russell Martin, Debbie Muir, John Proctor, Trudy Surman, Emily Wood (notes).

2. Apologies

Jenny Harvey, Sarah Hawkins,

3. Minutes and actions, plus matters arising

The minutes were agreed as an accurate recording of the last meeting. All actions from meeting completed.

Lucy-Anne reported that Wiltshire is fractionally higher with EYE take-up this term compared to the national picture of 25%. Overall in Wiltshire, 76% of providers are operating this term with 65% open on any one day.

John asked for the reasons of continuing with the daily attendance survey. Reasons given were:

- Data from these are been used to calculate funding payments (deductions made from providers without EYE children in attendance during a month).
- We're obliged to collate and share county-wide attendance information for the DfE once a week (this is to continue to at least the end of September)
- Used to monitor the whereabouts of individually-named, vulnerable children

Off the back of the last meeting's discussion about sustainability, work has started on gathering occupancy predictions for the Autumn Term.

- JB reported that the Dual Placement issue was a big for Springboard. Having to look at each child on a case by case basis, although Risk Assessments are undertaken for every child regardless of pandemics. They have to mitigate all risks which is exhausting, but also need 'bums on seats'.
- MC reported that New Road was looking normal for September with approx. 80% occupancy expected. Lower in Melksham with 50-55%. Calne settings are worried. It's a mixed picture in these uncertain times.
- JP reported that Calne and Bemerton South Hills are v low but this is not unusual for the time of year. Looking to open Semley 3 days a week. Corsham and Wilton are both busy.
- TS reported that St Osmund's are expecting a slightly lower number in the autumn than normal (~60%) but expecting this to change by the first week back as parents become more confident. Low numbers of Two Year Olds despite a lot of advertising. Worried about September 2021 as the birth rate dropped over the past 5 years (although expecting a boost post Covid19!).
- DM reported Courtyard are extending their offer to Two Year Olds. Expecting a 65-70%, generally not too bad.

4. New Recovery Group

This group has now met twice. Parental and staff anxieties around Covid19 have been a central topic of discussion. Inclusion Officers are putting together a booklet on calming

techniques and provided a seminar on Monday 13 July. JB suggested that the short video snips of the techniques would be useful. LAB to report this suggestion back to the group.

Helen Southwell is leading a story-telling project to boost literacy 'A view from the Stones'. To be launched in the Spring and to involve all ages from Children's Centres, Early Years and School settings. Calne Wordfest will be involved. JB suggested it should be branded: Rock Down after Lockdown!

5. AOB

Ofsted have recently changed their regulations (just published on their website). Group felt that this was a backward step as it reverts childcare to sit under Social Care and not Education. It is too early to assess the impact of this change. Group to watch this space!

RM promoted children's centre services and that they are back up and running some face-to-face work. Referrals are welcomed. They've generated a 'What's on' guide, available by contacting them. The Rise are running similar activities.

Short videos are being produced to promote childcare as a career. JB (Springboard) have produced one, Rosemary (Snapdragons) are going to produce one to be used for students thinking of their career options and available on the Wiltshire Careers Hub. Plans are being made to boost apprenticeships and [T-Levels are being introduced](#) next year (equivalent to 3 A-Levels) which should widen opportunities for people looking to blend class-room study with on-the-job experience.

6. Next meeting

Thursday 10 September at 2:30pm. LAB will send out a Microsoft teams meeting request to the group.

Early Years Reference Group Meeting

Thursday 10 September 2020

1. Welcome and introductions

Jane Boulton, Lucy-Anne Bryant, Mark Cawley, Rosemary Collard, Emma Cooke, Jenny Harvey (notes), Sarah Hawkins, Russell Martin, Debbie Muir, John Proctor, Marie Taylor, Emily Wood.

2. Apologies

Angela Everett, Trudy Surman

LAB confirmed that Jane Provis and Jane Shipley will take turns in attending future meetings in place of Angela Everett.

LAB informed the group of the resignation received from Claire McKinnon, Jack and Jill Pre School (voluntary charity representative). A replacement representative is to be sought, along with childminder and school based nursery representatives. An item will be added to the next newsletter which is due to be issued to the sector tomorrow.

ACTION: LAB To add request for representation to the weekly newsletter.

3. Minutes and actions, plus matters arising

All agreed that the minutes were a true and accurate record.

The group discussed re-examining the reallocation of any budget surplus this Autumn as previously agreed. MT stated it would be highly unlikely the local authority would be able to increase the hourly rate for the rest of the year. MT has asked the DfE if next year's budget will be flatlined as there isn't the child level data as normal. LAB confirmed that MP's are copied into budget emails to the DfE. MT will ask Fay Sissins to produce a Summer term expenditure budget profile.

ACTION: MT/FS to produce Summer term expenditure profile.

4. Update on Liquid Logic IT system

EW confirmed the EYES module went live on 1 September 2020, although it has not yet been rolled out to the EY sector as teething testing is still being carried out. The intention is to roll out the portal to the sector this term over a 4 week period, with providers having their own online access. The headcount week will be moving to the 1st week in November to aid this. It would have been ideal for the local authority to input the child level data into the system's Live Register on behalf of providers in readiness for the headcount, but this is just not possible due to the volume of providers and children.

JP asked about full system flexibility regarding funded weeks for both term time and all year round delivery. EW confirmed that is not yet the case, but work is in progress to get it working. There is currently no date yet for when this functionality will be ready but EW will seek a date for the next meeting.

LAB and EW mentioned that 2 year old funding will also be incorporated into the new system. There will be a separate portal for parents to access and submit their funding applications. This portal links directly to the national eligibility checking system and will give parents an immediate eligible/not eligible response. Where funding is approved, the system will issue a funding code which will be 12 digits in length, not like the current 5 digit application number. It was felt prudent that the funding code changes be shared in the next newsletter to prevent queries and codes being refused by providers.

**ACTIONS: EW to liaise with Liquidlogic re: date for full funded weeks delivery functionality.
EW to add item to EY newsletter re: 2yo funding code changes.**

5. Funding Autumn 2020

MC and others in the group felt that the Autumn 2020 estimate spreadsheet was a good method of collecting this term's estimated hours data. EW confirmed that not all providers had had a positive experience, with some having problems completing the form using their mobile phones.

LAB confirmed that Autumn 2020 estimated funded hours are very close to those of Autumn 2019, and that in most cases, Wiltshire settings are as full as they normally would be at this time of the year. Expenditure in Autumn 2019 was £7.6 million, and anticipated expenditure in Autumn 2020 is £7.1 million. *81% of providers are known to be open. Of the 86% (575) of settings which responded, 94% (538) are open (figures used for Children's Select report).*

The situation now is a very different one to that of a few months ago. Parental confidence has increased and subsequently so has demand for childcare. Whilst the government agreed to block purchase all childcare places at pre-COVID rates, they don't appear to have realised that not only will local authorities be reallocating the money to providers where the children are now, but also supporting those providers where the children have come from. The restriction of dual setting attendance and double funding will have a significant impact on the budget. Where providers have decreased the number of children they now accept since last year, the local authority would only fund the lower amount. MT and LAB confirmed that they are asking the DfE:

- i. what the term 'broadly' actually means as there is no surplus budget to fund these empty spaces, and;
- ii. what would be considered a reasonable tolerance level for the difference between a lower Autumn 2020 estimate and a higher Autumn 2019 estimate.

EYRG will be forwarded the response as soon as it is received.

EC and LAB confirmed Ofsted will be checking dual attendance situations in inspections, i.e. what risk assessments are in place, arrangements for the sharing of testing information between dual providers etc.

MC raised concern about the sustainability of a provider if they have to send a bubble home or completely close the provision in line with Public Health guidance, and the support they would be able to receive. MT confirmed that the local authority has no discretion to provide funds for non-eligible children (children who either aren't eligible for 2 year old funding or aren't of eligible age for 3&4 year old Early Years Entitlement). All agreed that this question needs to be put forward to the DfE.

There was group discussion about the different rates being charged when a provider has had to close, and it was felt that local authority support and endorsement was needed for providers to put additional charges in place as normal funding would not cover their main overhead costs. MC confirmed that some providers nationally are being formally investigated for charging parents through lockdown.

JB asked if parents would still be required to complete and physically sign the Parent Declaration forms. EW confirmed this would still be required as this is not yet digitalised within

the new system, although the local authority would accept a digitally scanned signature. JB informed the group that Springboard is investing in Digisign, an electronic signature and digital verification and authentication tool.

**ACTION: MT and LAB to pose additional question to DfE re: sustainability of providers and bubble/whole closures in Autumn 2020.
JH to add into minutes the current % of open settings.**

6. AOB

Test Kits – issue has been raised by a number of Trowbridge providers who have contacted their local MP requesting that every EY provider has their own testing kit. Discussion took place as to whether this would be a useful suggestion considering that secondary school only have a maximum of 10 kits. Trowbridge has a testing centre but this is difficult to get to if you don't drive/have access to a car. Online home testing kits generally take on average 5 days for a complete turnaround – receiving kit, sending back and getting results in the post.

Children's Centres – RM reported that children's centres are offering meetings on a one to one basis for families if absolutely necessary. Centrally, centres are being asked if it's now time to start having universal groups on site. LAB said that government guidance states that groups of more than 6 can gather for childcare including 'other children groups' which aren't registered. JB asked LAB to follow up what 'other children groups' meant. RM confirmed that Spurgeons have received additional funding for the online Freedom Programme for parents (the purchase of online access for any parent).

Parental interaction - JB raised concern over the level of personal interaction with parents. Virtual communication only works to a point, so they are looking at what other models would work for providers. It was suggested that face to face meetings with no more than 6 people could take place, but they would have to be Covid-19 safe.

**ACTION: EW to resend vulnerable children report password to JB.
LAB to find out the meaning of 'other children groups'.**

7. Next meeting

The next meeting will be scheduled for 30 September 2020, 12.30pm – 2pm. A Microsoft teams meeting request will be emailed out.

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Early Years Reference Group Meeting

Thursday 10 September 2020

1. Welcome and introductions

Jane Boulton, Lucy-Anne Bryant, Mark Cawley, Emma Cooke, Jenny Harvey (notes), Sarah Hawkins, Debbie Muir, John Proctor, Claire Shipley, Trudy Surman, Marie Taylor, Emily Wood.

2. Apologies

Rosemary Collard, Russell Martin.

3. Minutes and actions, plus matters arising

All agreed that the minutes were a true and accurate record.

Item 2 - LAB confirmed a request for expressions of interest for new EYRG representatives was put in the last newsletter; a good response has been received, although there are private and maintained school positions still outstanding. EC suggested that all maintained nurseries be emailed. Private providers are represented by all areas of the county with the exception of the South, so this should be the focus.

Item 3 – MT sent out a Summer term expenditure profile to the group between the last meeting and today's. MT informed the group that more was spent than planned, but she is reasonably comfortable with that level at the moment.

Item 4 - EW confirmed she has not yet obtained a date from Liquidlogic on the availability of All Year Round functionality in the portal, but that is taking a lesser priority at the moment. EW informed everyone that rollout to the sector will hopefully start next week, and the All Year Round functionality will be tackled afterwards.

Item 4 - EW also confirmed that this week's newsletter to the sector will contain information on the new system generated 2 year old application numbers. MC asked how far in advance does the local authority assess, and EW confirmed it was currently 6 weeks in advance of a child's potential start date, but the new system will accept and assess applications at any point in the whole school term in which they turn 2.

Item 5 – LAB fed back to the group that a response from the DfE had been received on the questions the local authority had raised around funding. The response was essentially a rewording of the DfE's press release in July with no further guidance provided. The question raised regarding private income and whole bubble closure was not answered by the DfE (issue raised again by RC for this week's meeting). The group were disappointed with the lack of response from the DfE and other options will now be considered.

Item 5 - LAB confirmed that last week's survey response rate was 91%, with 84.7% of settings open and 6698 under 5's in attendance. DM stated that they don't appear to be receiving emails from either EW or the Funding team and changing email addresses at the moment is not an option for the provision.

LAB confirmed that the weekly newsletter format has changed following advice from Communications. It is now issued by Mailchimp and the newsletter will have no attachments, and the email will come from 'WiltshireCouncil,EarlyYears'. Most of the group found that the email is going into Junk inboxes. LAB confirmed that 57% of providers had opened the email, but only 17% had opened any of the links contained within the newsletter.

Item 6 - LAB is still awaiting clarification from the DfE on the wording 'other children groups'.

ACTION: LAB and EC to compile list of potential private providers and email maintained nurseries for group membership.

LAB to look into format of new Newsletter format. If not working by half term, organise a move back to the old format.

LAB to add John Proctor to list of providers to receive new Newsletter.

4. Funding Autumn 2020 (including comments for Schools Forum)

Making payments for actual children in settings as well as funding settings with fewer children at 2019 levels (broadly) would cost £1.5M more than the grant provided. The service wrote to the DfE requesting guidance on how we could approach any overspend. In response, the DfE requoted their original guidance offering no further advice on its interpretation. This leaves the authority in a difficult position. Across the south west, there are a number of paths being taken by authorities, i.e. paying providers based on Autumn 2020 headcount, paying on Autumn 2019 actual hours and then reclaiming money back from providers if Autumn 2020 headcount comes in lower.

MT informed the group that a summary report paper with options and a recommended option (3) will be presented to CLT tomorrow. MT put forward to the group a proposal suggested by the local authority on how to fund providers in Autumn 2020. The takes into account the numbers of children and funded hours for all provider types and averages over the last 3 years (2017-2019). So, the local authority can be fair and fund broadly in line with Autumn 2019 numbers, providers would be funded on above average losses, representing the removal of any natural market forces variances. SH asked about new children and both MT and LAB confirmed providers would be funded on the children they have. MT asked if the proposal felt fair to everyone – all agreed it was fair and approved the proposal for recommendation to CLT.

MT informed the group that the proposal could provide a £1.2 million underspend which would be used for the additional costs of the scheme at approximately £500k, and with £700k left for new children, returning children and any DfE post financial year adjustment. The currently unknown hours for the January 2021 census make forecasting more difficult. MT confirmed the DfE also didn't answer the post financial year budget adjustment question from the local authority. Spring 2021 will be funded on actual children with no protection as per DfE current guidance.

Although many providers are saying parents are becoming more willing to increase the number of funded hours they currently access, the group expressed overall concern about the furlough scheme ending in October 2020 and the potential impact on childcare towards the end of Autumn 2020 and Spring 2021. There will be an increasingly higher percentage of parents who won't be able to afford to send their child to childcare.

JP posed the question that as there will be more unemployed people in the county and the number of potentially eligible 2 year olds will increase, would the local authority have enough funding to fund these higher numbers? MT confirmed if children are eligible and accessing funded hours, then the local authority will fund them. Discussion took place regarding potential changes to provider business models if this were to happen. TS pointed out that they had already identified increasing numbers of 2 year old children with developmental and behavioural issues. EC asked if providers were using the 'Five to Thrive' approach as this could help.

ACTIONS: MT to email summary report to the group.

LAB to forward to JP a copy of the original letter from authority to DfE along with DfE response.

5. Funding setting closures due to Covid-19

EC confirmed there have only been a few cases of provider closures in the county. As previously stated in point 3 of the minutes, the group were disappointed at the response received by the DfE regarding funding for temporary bubble/whole provider closures so will be looking at other options.

JP reported that he has had some very difficult conversations with parents and providers about dual placements. These are only in place for practical reasons and if supported by risk assessments. As DSCs are currently not able to offer dual placements due to risk assessments and capacity to manage such situations, JB and other members raised concern that some children aren't able to access specialist provisions to improve outcomes. JB felt that DSCs are being pressured to offer dual placements, but LAB confirmed that the local authority cannot advise DSCs to go against insurance advice and risk assessments.

Some providers have had instances of staff members being advised by midwives that they shouldn't be working with children. Could be parent dependant/ underlying conditions. LAB to look into and get back to the group.

ACTION: EC/LAB look at children who are being held back from DSCs and support where needed.

LAB to ask Sally Johnson re: purported advice from midwives.

6. AOB

Covid-19 testing – MC try to keep pushing testing kits. There is no reason why the EY sector should not have them when all maintained nurseries have been given testing kits. Key workers were supposed to be given priority testing. The group felt this was a case of discrimination.

ACTION: None

7. Next meeting.

The next meeting will be scheduled for Wednesday 4th November 2020 12.30pm – 2.00 pm. A Microsoft teams meeting request will be emailed out.

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Wiltshire council - Summer Term - Early Years Entitlement - Comparison of Estimates to COVID Support Payments made - Summer Term 2020

	Pre-COVID Estimates		COVID Payments - Summer term 2020 80% Closed settings, 100% open settings + Incentive Payment				Hardship			Total COVID Payments made incl hardship	Difference	Notes
	ALL SETTINGS 2 yr old	ALL SETTINGS 3-4 yr old	OPEN SETTINGS 2 yr old	CLOSED SETTINGS 2 yr old	OPEN SETTINGS 3-4 yr old	CLOSED SETTINGS 3-4 yr old	No. of Applications Received	No. of Successful Applications	Successful Applications £	All Settings, All Ages		
Hours	143,383	2,340,430	108,496	29,095	1,770,491	474,722				2,382,805	-101,009	Hours paid adjusted downwards for closed settings
Weeks	13	13	13	13	13	13						
Amounts	£774,270	£9,829,806	£585,881	£157,113	£8,191,772	£1,993,833			767.62	£10,929,367	£325,292	Unit Cost increased due to incentive payments made
									767.62			
No of settings	253	510					4	1			3.07%	Overspend as a % of the Summer Term Estimate

Wiltshire Council - Autumn Term - Early Years Entitlement - Comparison of Estimates to COVID Support Payments made - Autumn 2020

	Autumn 2019 Actuals (for comparison)		COVID Payments - Autumn Payments based on Autumn Estimates				COVID Payments - to support settings with reduced hours take up			Total COVID Payments made incl hardship	Difference	Notes
	ALL SETTINGS 2 yr old	ALL SETTINGS 3-4 yr old	OPEN SETTINGS 2 yr old	CLOSED SETTINGS 2 yr old	OPEN SETTINGS 3-4 yr old	CLOSED SETTINGS 3-4 yr old	No. of Applications Received	No. of Successful Applications	Successful Applications £	All Settings, All Ages		
Hours	168,684	1,596,004	135,574		1,536,990					1,672,563	-92,125	CLT approved proposed scheme October 2020
Weeks	14	14	14	14	14	14		TBC				
Amounts	£910,894	£6,703,217	£732,097		£6,455,357					£7,187,454	-£426,656	
No of settings	228	442									-5.60%	

Wiltshire Council - Spring 2021 Term - Early Years Entitlement - Comparison of Estimates to COVID Support Payments made - Spring 2021 (business as normal per DfE)

	April 2020 Actuals (for comparison)		COVID Payments - Spring Payments based on Autumn Estimates*				Nil			Total COVID Payments made	Difference	Notes
	ALL SETTINGS 2 yr old	ALL SETTINGS 3-4 yr old	OPEN SETTINGS 2 yr old	CLOSED SETTINGS 2 yr old	OPEN SETTINGS 3-4 yr old	CLOSED SETTINGS 3-4 yr old	No. of Applications Received	No. of Successful Applications	Successful Applications £	All Settings, All Ages		
Hours	131,940	1,688,295	133,153		1,509,544					1,642,697	-177,538	Pmt will be on Jan 2021 census - hours tbc
Weeks	11	11	11	11	11	11						
Amounts	£712,477	£7,090,837	£719,026		£6,340,085					£7,059,111	-£744,203	If hours are this low - DfE will reduce funding on lower census
No of settings	228	442									-9.54%	

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Wiltshire Council

School Funding Working Group – 5 October 2020

Schools Forum – 15 October 2020

Schools revenue surplus and deficit balances 2019/20

Introduction

1. This report presents the position of revenue balances for Wiltshire maintained schools as at 31st March 2020 and identifies those in surplus and deficit.
2. The number of LA maintained schools has decreased from 140 to 130 between 31st March 2019 and 31st March 2020, 5 schools converted to the Equa MAT on 1st April 2019 and 5 schools converted to academy during the 2019/20 financial year. The data in this report does not include those schools which converted during the financial year.
3. In October 2019, members considered a report on schools' balances and deficits as at 31st March 2019. In that report, the value of surpluses was £10.29 million and 16 schools were in deficit with a total value of £3.668 million.

Main considerations

4. The movement in net revenue balances over the last 3 financial years is shown in the following table: -

	2017/18 £	2018/19 £	2019/20	2019/20 Balances as % of 2019/20 Budget Share %	Increase/ Decrease from 2018/19 £	Increase/ Decrease from 2018/19 %
Primary	8,029,388	8,604,118	7,511,918	6.52	-1,092,200	-12.69
Secondary	-1,802,768	-2,201,302	-1,645,752	-1.43	555,549	-25.24
Special	233,854	219,275	571,713	0.5	352,437	160.73
	6,460,474	6,622,092	6,437,878	5.59	184,214	-2.78*

*NB: this represents the total percentage decrease in all schools' balances between 2018/19 and 2019/20

5. Reporting of net revenue balances can obscure the underlying trend of gross revenue surplus and deficit balances. For transparency, the gross balances are identified below:

	Surplus balance			Deficit balance		
	2017/18 £	2018/19 £	2019/20 £	2017/18 £	2018/19 £	2019/20 £
Primary	8,575,480	9,268,943	8,611,811	-546,092	-664,825	-1,099,893
Secondary	882,425	721,659	727,840	-2,685,193	-2,922,960	-2,373,592
Special	244,570	299,748	619,073	-10,717	-80,473	-47,360
Total	9,702,475	10,290,349	9,958,724	-3,242,001	-3,668,258	-3,520,845

Appendix 1 - details the revenue surplus and deficit balances for individual schools.

6. As part of the dedicated school's grant (DSG) assurance framework, the DfE ask local authorities to provide additional information where:
 - a) the authority has 5% of schools that have had a surplus of 15% or more for the last 5 years and the individual surplus is least £10,000 each year. Authorities will only be asked for more information where at least three schools meet the criteria.
 - b) the authority has 2.5% of its schools that have had a deficit of 2.5% or more for the last 4 years and the individual deficit is at least £10,000 each year.
- **Appendix 2** analyses the 2019/20 revenue balances to categorize those that are classified as:
 - In surplus and above 15% of school budget share
 - in surplus but below 15% of school budget share
 - in deficit
- **Appendix 3** demonstrates the Authority may trigger an investigation from the DFE, as described in 6a above, by identifying that 8 schools, (6.15%) have held revenue balances of 15% or more of their school budget share for the last 5 years.
- **Appendix 4** demonstrates the Authority may trigger an investigation from the DFE, as described in 6b above, by identifying that 5 schools, (3.85%) have held deficit balances of more than 2.5% and £10,000 for the last 4 years.

Key points

7. The net revenue balance of £6.44 million in 2019/20 has decreased by 2.78% from the 2018/19 balance of £6.62 million.
8. Analysis of the gross revenue surplus and deficit balances reveals that between 2018/19 and 2019/20 both the revenue surplus and deficit balances have decreased by 3% and 4% respectively.
9. The number of schools in deficit has increased from 16 in 2018/19 to 20 in 2019/20, however, the value of the deficits has decreased by £0.15million from £3.67 million in 2018/19 to £3.52 million in 2019/20.
10. The number of schools in surplus has decreased from 124 in 2018/19 to 110 in 2019/20 and the value of the surpluses has decreased by £0.33 million, from £10.29 million in 2018/19 to £9.96 million in 2019/20.
11. Section 6 highlights that the Authority may trigger an investigation from the DFE due to the number of schools holding excess revenue or deficit balances.

Recommendations

12. Schools Forum members are invited to comment on this report.

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School revenue balances as at 31st March 2020

School number	School Name	CFR B01 Committed Revenue RO	CFR B02 Uncommitted Revenue RO	B01 & B02 Total Revenue RO	School Budget Share	RO as % of Budget Share
2003	Fynamore Community	0	82530	82530	1551435	5.32%
2004	Greentrees Primary School	9870	9964	19834	1758024	1.13%
2005	Nursted Community Primary School	37616	84720	122336	799388	15.30%
2009	Bratton Primary School	7978	9378	17356	586991	2.96%
2023	St Pauls Primary School	10797	31309	42106	764794	5.51%
2027	Marlborough St Mary's	0	293507	293507	1629081	18.02%
2031	Neston Primary School	0	27406	27406	807756	3.39%
2034	Monkton Park Primary School	0	80157	80157	998083	8.03%
2045	Gomeldon Primary School	20937	24416	45353	548148	8.27%
2052	Hilmarton Primary School	0	42991	42991	488294	8.80%
2053	Horningsham Primary School	4146	2647	6793	374080	1.82%
2060	Luckington Community School	329	11800	12129	301741	4.02%
2086	Stanton St Quintin Primary School	16862	27184	44046	323368	13.62%
2087	Ramsbury Primary School	0	87543	87543	763182	11.47%
2091	Harnham Infant School	30001	-9457	20544	798703	2.57%
2136	Westbury Infants	6062	40186	46248	862150	5.36%
2137	Westwood with Iford School	3311	79676	82987	431460	19.23%
2140	Wootton Bassett Infants School	10055	52464	62519	694933	9.00%
2159	Kiwi School	7634	43325	50959	1317968	3.87%
2168	Priestley Primary School	6512	64731	71243	1104993	6.45%
2170	Grove Primary School	18053	57876	75929	1356898	5.60%
2178	Princecroft School	2255	5509	7764	606512	1.28%
2180	Redland Primary School	4904	143676	148580	1101632	13.49%
2184	Longleaze School	10453	93448	103901	980443	10.60%
2185	Mere School	675	28449	29124	828141	3.52%
2190	Woodlands Primary School	9899	-18387	-8488	888605	-0.96%
2191	Manor Fields Primary School	759	45696	46454	1020780	4.55%
2196	Holbrook Primary School	9436	34632	44068	951517	4.63%
2218	Kings Lodge Primary School	14142	106092	120234	1274349	9.43%
2222	Walwayne Court Primary School	17382	116177	133559	1075150	12.42%
2225	Bitham Brook Primary School	21497	30810	52307	1273685	4.11%
2226	Charter Primary School	32274	93373	125647	938477	13.39%
2227	Newtown Community Primary School	8419	113183	121602	900252	13.51%
3002	Ashton Keynes C of E Primary School	0	32147	32147	822332	3.91%
3013	Box CE Primary School	0	114622	114622	679600	16.87%
3015	Christ Church Primary School	95000	299471	394471	1613288	24.45%
3017	Longford C of E Primary School	8548	-89704	-81156	383501	-21.16%
3018	Broad Hinton C. of E. Primary School	18293	53001	71294	470008	15.17%
3019	Broad Town C of E Primary School	5661	23918	29579	371106	7.97%
3020	St. Nicholas Church of England (VC) Primary School	5879	57431	63310	407795	15.53%
3035	Cherhill CE Primary School	0	53858	53858	732245	7.36%
3040	Coleme CE Primary School	541	75785	76326	923116	8.27%
3045	St Sampsons CE Junior School	0	88137	88137	1141557	7.72%
3047	Crockerton Church of England	26833	110814	137647	418712	32.87%
3048	Crudwell C E Primary School	6608	474	7081	493420	1.44%
3049	Collingbourne CE Primary School	13557	21857	35414	486626	7.28%
3063	Durrington CE Controlled Junior School	0	60684	60684	728573	8.33%
3086	Heddington C E Primary School	4283	40191	44474	353550	12.58%
3088	Hilperton C. E. Primary School	8711	69798	78509	666832	11.77%
3090	Holt V C Primary School	14665	10952	25618	634067	4.04%
3091	Hullavington C.E. Primary School	27417	150670	178087	591805	30.09%
3096	Kington St Michael CE Primary School	6546	66808	73354	528173	13.89%
3100	Lacock CE VC Primary School	1000	-318	682	388423	0.18%
3102	Langley Fitzurse C.E. School	20731	27534	48265	441789	10.92%
3104	Lea and Garsdon C.E. Primary School	2973	74796	77769	500977	15.52%
3134	Newton Tony Church of England Primary School	18984	7961	26945	377116	7.15%
3135	North Bradley C of E Primary School	67511	156481	223992	766595	29.22%
3140	Oaksey CE VC Primary School	2241	-56495	-54253	423601	-12.81%
3149	Preshute Primary School	17723	16778	34501	704153	4.90%
3150	St. Marys C.E. Primary School	9391	83818	93209	1435287	6.49%
3158	Harnham Junior School	3025	46624	49649	1222502	4.06%
3161	Shalbourne C E Primary School	0	18244	18244	263911	6.91%
3163	Sherston (CE) Primary School	0	53189	53189	589153	9.03%
3166	Southwick CE Primary School	43675	109931	153606	758578	20.25%
3170	Staverton CE Primary School	0	148314	148314	990283	14.98%
3172	Stratford-Sub-Castle VC Primary	8955	-220156	-211201	616430	-34.26%
3174	Sutton Veny CE Primary	0	-2587	-2587	689277	-0.38%
3186	Urchfont CE Primary School	1788	225214	227002	447640	50.71%
3191	The Minster CE Primary School	28188	105722	133910	801652	16.70%
3192	Westbury C.E. Junior School	0	15217	15217	1103770	1.38%
3193	Westbury Leigh C.E. Primary School	8372	-194924	-186552	1359549	-13.72%
3201	Winterbourne Earls C E Controlled Primary School	4361	37388	41749	769071	5.43%
3205	Sambourne CE Primary School	802	18610	19412	547806	3.54%
3220	Minety C E Primary School	5581	49997	55578	571108	9.73%
3222	St. Barnabas School	8114	32238	40352	370153	10.90%

School number	School Name	CFR B01 Committed Revenue RO	CFR B02 Uncommitted Revenue RO	B01 & B02 Total Revenue RO	School Budget Share	RO as % of Budget Share
3229	Coombe Bissett School	20577	19357	39934	449582	8.88%
3230	Dinton Church of England Primary School	8079	-12217	-4138	404792	-1.02%
3239	St Johns CE Primary School	0	614	614	528715	0.12%
3242	Brinkworth Earl Danbys CE Primary School	11253	43629	54882	657008	8.35%
3300	St Michaels CE School	0	20117	20117	771676	2.61%
3306	St Nicholas CE Primary School	20073	36574	56647	509623	11.12%
3316	Chapmanslade CE VA Primary School	468	22132	22599	468027	4.83%
3318	Chilton Foliat C of E Primary School	8125	-116694	-108569	389145	-27.90%
3330	Derry Hill C of E (Aided) School	0	5147	5147	793419	0.65%
3355	St Nicholas Primary School	45000	66101	111101	557926	19.91%
3362	St. Andrews Primary School	14782	51057	65839	797282	8.26%
3372	The New Forest C.E. (VA) Primary School	0	39337	39337	660618	5.95%
3383	Sarum St. Pauls C.E. (VA) Primary School	0	-132183	-132183	881735	-14.99%
3387	St Martins CE Primary Sch	2429	30950	33379	747883	4.46%
3396	St Thomas aBecket C.E. Aided School	5273	45201	50474	283137	17.83%
3402	Whiteparish All Saints C.E. (V.A.) Primary School	0	86193	86193	452455	19.05%
3405	Winterslow Primary School	5000	90399	95399	715954	13.32%
3412	Christ the King RC Primary School	6806	-141405	-134599	818051	-16.45%
3418	St Josephs Catholic School	11350	138893	150243	570643	26.33%
3425	St Osmunds Catholic Primary School	0	81620	81620	822460	9.92%
3430	St Johns Catholic Primary School	27929	100467	128396	1166668	11.01%
3435	Wardour Catholic Primary School	0	-4584	-4584	407522	-1.12%
3437	St Patricks RC Primary School	5975	35474	41449	791306	5.24%
3449	Broad Chalke C of E Aided Primary School	12187	100764	112952	767029	14.73%
3453	Chilmark Primary School	0	-1798	-1798	378730	-0.47%
3454	Semley CE VA Primary School	0	33779	33779	520770	6.49%
3459	Hindon CEVA Primary School	0	-21990	-21990	279254	-7.87%
3460	Alderbury & West Grimstead CE Primary School	5520	-3014	2506	686234	0.37%
3461	Kennet Valley C.E School	24689	19869	44558	369238	12.07%
3462	Amesbury Archer Primary School	42124	202381	244505	1493162	16.37%
3464	Old Sarum	1451	59494	60945	1003454	6.07%
3465	Wylve Valley C.E. VA Primary School	1780	25831	27611	426065	6.48%
3467	CHURCHFIELDS SCHOOL	21997	24375	46372	565158	8.21%
3468	Amesbury Primary School	117608	312197	429805	1414543	30.38%
3469	Five Lanes CE Primary School	0	-41118	-41118	398324	-10.32%
3471	Lyneham Primary School	0	-58837	-58837	1310158	-4.49%
3472	Bellefield Primary & Nursery School	16513	57667	74180	1159449	6.40%
4000	Abbeyfield School	110796	-2349002	-2238206	5303306	-42.20%
4070	The Stonehenge School	0	-135385	-135385	4463359	-3.03%
4610	St Josephs Catholic School	27133	145440	172573	2993348	5.77%
5201	Downton CE VA Primary School	18028	-65869	-47841	970183	-4.93%
5205	Frogwell Primary School	14745	109001	123746	973711	12.71%
5206	Studley Green Primary School	4548	192018	196566	1201970	16.35%
5207	St.Georges Catholic Primary School	0	49109	49109	704146	6.97%
5208	St Marys RC School	16380	38613	54992	676830	8.12%
5209	Paxcroft Primary School	10453	43769	54222	1206488	4.49%
5215	Castle Primary School	66796	147549	214345	1139836	18.80%
5216	Pitton C E School	13765	9915	23680	405565	5.84%
5218	Clarendon Junior School	39997	171399	211396	1276986	16.55%
5219	Clarendon Infants School	7880	221337	229217	1063263	21.56%
5415	Matravers School	87268	467999	555267	4370411	12.71%
7002	Rowdeford School	0	293741	293741	1660000	17.70%
7007	Downland School	16013	309319	325332	900000	36.15%
7009	St Nicholas School	38130	-59935	-21804	780000	-2.80%
7010	Larkrise School	0	-25556	-25556	960000	-2.66%
130	Schools	1,727,135	4,710,743	6,437,878	115,152,742	

ANALYSIS OF REVENUE BALANCES 2019/20

School Phase	Balances above 15% of School Budget Share				Balances below 15% of School Budget Share				Deficit Balances			
	Number	Balance Value	2019/20 Budget Share	Balance as % of Budget	Number	Balance Value	2019/20 Budget Share	Balance as % of Budget	Number	Balance Value	2019/20 Budget Share	Balance as % of Budget
Primary	24	£4,198,387	£19,770,500	21.2%	82	£4,413,424	£63,352,961	7.0%	16	£-1,099,893	£10,598,858	-10.4%
Secondary	0	£0	£0	0.0%	2	£727,840	£7,363,759	9.9%	2	£-2,373,592	£9,766,664	-24.3%
Special	2	£619,073	£2,560,000	24.2%	0	£0	£0	0.0%	2	£-47,360	£1,740,000	-2.7%
Total	26	4,817,459	22,330,500	21.6%	84	£5,141,264	£70,716,719	7.3%	20	£-3,520,845	£22,105,522	-15.9%

Number of schools: 130

Analysis of LA schools(as at 31st March 2020) that have had revenue balances in excess of 15% of their total School Budget Share (excluding Pupil Premium Grant) in the last 5 years

DfE No	School Name	Type	2015/16 %	2016/17 %	2017/18 %	2018/19 %	2019/20 %		2019/20 Balance
2003	Fynamore	Primary	18.6	15.6	-	-	-		-
2005	Nursted	Primary	-	-	-	16.0	15.3	↓	£ 122,336
2008	Fitzmaurice	Primary	19.4	-	-	17.3	-		-
2022	Ivy Lane	Primary	-	-	-	-	-		-
2023	St Paul's	Primary	16.6	15.9	-	-	-		-
2027	Marlborough St Mary's	Primary	-	-	-	16.2	18.0	↑	£ 293,507
2136	Westbury Infants	Primary	16.5	15.1	22.1	-	-		-
2137	Westwood with Iford	Primary	-	-	17.9	22.6	19.2	↓	£ 82,987
2162	Noremarsch Junior	Primary	-	15.2	15.6	-	-		-
2168	Priestley	Primary	17.4	16.0	15.8	-	-		-
2180	Redland	Primary	-	-	-	16.5	-		-
2191	Manor Fields	Primary	19.7	19.9	-	-	-		-
2198	Ludwell	Primary	17.9	19.8	-	-	-		-
2226	Charter	Primary	-	-	19.3	16.0	-		-
3013	Box Primary	Primary	31.9	34.2	25.0	21.4	16.9	↓	£ 114,622
3015	Christ Church	Primary	-	-	17.0	19.6	24.5	↑	£ 394,471
3018	Broad Hinton	Primary	-	16.7	-	16.2	15.2	↓	£ 71,294
3020	St Nicholas CE VC	Primary	17.6	-	-	16.3	15.5	↓	£ 63,310
3023	St Katharine's	Primary	16.3	-	-	-	-		-
3035	Cherhill	Primary	-	17.5	16.1	-	-		-
3036	Chirton	Primary	21.4	23.5	19.2	16.4	-		-
3045	St Sampson's	Primary	19.7	-	-	-	-		-
3047	Crockerton	Primary	20.6	16.5	21.7	28.7	32.9	↑	£ 137,647
3049	Collingbourne CE	Primary	24.9	26.9	16.6	-	-		-
3091	Hullavington	Primary	-	18.2	25.8	31.0	30.1	↓	£ 178,087
3102	Langley Fitzurse	Primary	-	-	-	18.1	-		-
3104	Lea & Garsdon	Primary	-	-	-	-	15.5		£ 77,769
3135	North Bradley	Primary	-	-	-	21.5	29.2	↑	£ 223,992
3149	Preshute	Primary	-	-	18.0	-	-		-
3150	St Mary's CE	Primary	18.5	-	-	-	-		-
3166	Southwick CE	Primary	22.5	21.5	24.6	23.6	20.3	↓	£ 153,606
3186	Urchfont CE	Primary	18.0	29.1	33.3	42.5	50.7	↑	£ 227,002
3191	The Minster CE	Primary	17.7	-	-	18.9	16.7	↓	£ 133,910

DfE No	School Name	Type	2015/16 %	2016/17 %	2017/18 %	2018/19 %	2019/20 %	2019/20 Balance
3308	Bishop Cannings	Primary	18.0	-	-	-	-	-
3355	St Nicholas	Primary	20.8	23.6	19.1	20.7	19.9 ↓	£ 111,101
3381	Rushall CE VA	Primary	29.3	23.1	17.5	-	-	-
3387	St Martin's CE	Primary	21.5	18.3	16.4	17.8	-	-
3396	St Thomas A Beckett	Primary	-	-	15.5	19.4	17.8 ↓	£ 50,474
3402	Whiteparish	Primary	15.8	19.5	16.3	19.6	19.1 ↓	£ 86,193
3405	Winterslow	Primary	-	-	-	15.3	-	-
3418	St Joseph's Catholic	Primary	-	-	-	-	26.3	£ 150,243
3435	Wardour	Primary	15.2	-	-	-	-	-
3453	Chilmark	Primary	-	-	16.8	-	-	-
3461	Kennet Valley	Primary	-	-	-	18.9	-	-
3462	Amesbury Archer	Primary	-	-	-	-	16.4	£ 244,505
3467	Churchfields	Primary	15.4	17.4	16.3	15.7	-	-
3468	Amesbury	Primary	-	-	-	21.9	30.4 ↑	£ 429,805
5206	Studley Green	Primary	28.3	29.1	27.9	20.6	16.4 ↓	£ 196,566
5215	Castle	Primary	-	-	-	16.9	18.8 ↑	£ 214,345
5218	Clarendon Juniors	Primary	-	-	-	15.3	16.6 ↑	£ 211,396
5219	Clarendon Infants	Primary	22.1	21.0	21.3	26.9	21.6 ↓	£ 229,217
5415	Matravers	Secondary	-	19.4	17.6	-	-	-
7002	Rowdeford	Special	-	-	-	-	17.7	£ 293,741
7007	Downland	Special	-	-	-	-	36.2	£ 325,332
Total number schools			27	24	25	30	26	£4,817,459

% of schools with revenue balances of 15% and over of school budget share for the last 5 years

As at 31st March 2020, 8 (6.15%) of the 130 LA schools have held surplus balances of 15% or more of school budget share, for the last 5 years

NB: All but 3 of the schools listed above are planning to utilise their balances within the next 5 years

Analysis of schools that have been in a deficit position in the last four years, 2016/17 to 2019/20

	2016/17		2017/18		2018/19		2019/20		
	Deficit £	As a % of SBS	Deficit £	As a % of SBS	Deficit £	As a % of SBS	Deficit £	As a % of SBS	
2004 Greentrees	Primary	-108,167	9.3	-33,463	2.2	0	-	0	-
2159 Kiwi	Primary	0	-	-12,132	1.5	-60,625	6.9	0	-
2170 Grove	Primary	-94,111	7.1	-60,445	4.4	0	-	0	-
2190 Woodlands	Primary	0	-	-6,962	0.8	0	-	-8,488	9.96
3017 Longford CE	Primary	-122,310	48.0	-125,197	43.1	-96,417	26.3	-81,156	21.16
3100 Lacock	Primary	0	-	-21,283	6.8	-19,000	5.6	0	-
3134 Newton Tony	Primary	0	-	-18,309	7.7	-23,533	10.0	0	-
3140 Oaksey CE VA	Primary	0	-	0	-	-2,029	0.6	-54,253	12.81
3172 Stratford Sub Castle	Primary	0	-	0	-	-86,062	-14.7	-211,201	34.26
3174 Sutton Veny	Primary	0	-	0	-	0	-	-2,587	0.38
3193 Westbury Leigh	Primary	0	-	0	-	-114,997	8.2	-186,552	13.72
3199 Winsley	Primary	-2,642	0.5	0	-	0	-	0	-
3205 Warminster Sambourne	Primary	-23,278	4.2	-425	0.1	0	-	0	-
3222 St. Barnabas	Primary	-44,559	14.5	-48,961	17.3	-16,302	5.2	0	-
3229 Coombe Bissett	Primary	-11,437	2.9	0	-	0	-	0	-
3230 Dinton	Primary	0	-	0	-	0	-	-4,138	1.02
3318 Chilton Foliat CE	Primary	-41,424	12.6	-90,944	25.6	-75,801	18.4	-108,569	27.90
3332 The New Forest	Primary	-9,637	1.4	-4,836	0.7	0	-	0	-
3383 Sarum St Paul's	Primary	-42,779	5.5	-57,656	7.1	-103,187	12.4	-132,183	14.99
3412 Christ the King	Primary	0	-	-24,569	2.5	-40,893	4.0	-134,599	16.45
3433 Wardour	Primary	0	-	-4,106	1.0	0	-	-4,584	1.12
3453 Chilmark	Primary	0	-	0	-	0	-	-1,798	0.47
3459 Hindon	Primary	0	-	-17,353	7.8	-24,564	10.5	-21,990	7.87
3460 Alderbury & West Grinstead	Primary	-22,792	3.6	0	-	0	-	0	-
3462 Amesbury Archer	Primary	-67,750	5.5	-19,450	1.5	0	-	0	-
3469 Five Lanes	Primary	0	-	0	-	0	-	-41,118	10.32
3471 Lyneham Primary	Primary	-61,209	6.0	0	-	0	-	-58,837	4.49
5201 Downton	Primary	0	-	0	-	-1,415	0.2	-47,841	-0.05
4000 Abbeyfield	Secondary	-1,916,116	48.5	-2,216,744	55.4	-2,510,112	57.9	-2,238,206	42.20
4070 Stonehenge	Secondary	-437,946	14.9	-468,449	14.8	-412,848	11.4	-135,385	3.03
7007 Downland	Special	0	-	-10,717	1.55	-80,473	11.7	0	-
7009 St. Nicholas	Special							-21,804	2.80
7010 Larkrise	Special							-25,556	2.66
Total value of deficits		-3,006,157		-3,242,001		-3,668,258		-3,520,845	
Total number of schools			15		19		16		20

As at 31st March 2020, 5 (3.85%) of the 130 LA maintained schools had held a deficit of more than 2.5% and £10,000 for the last 4 years

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Wiltshire Council

Schools Forum Finance & SEN Working Group
5 October 2020

Schools Forum
15 October 2020

DEDICATED SCHOOLS BUDGET – BUDGET MONITORING 2020-21

Purpose of the Report

1. To present budget monitoring information against the Dedicated Schools Grant (DSG) for the financial year 2020-21 as at 31st August 2020.

Main Considerations

2. **Appendix 1** to this report outlines the budget monitoring summary as at 31st August 2020.
3. An overspend of £8.618 million is currently projected against the overall schools budget. This is the first report of the new financial year with the September term movement included although the on-going pressures on the high needs block is known and understood. The budget monitoring report is shown in **Appendix 1**.

Early Years Budgets (Budget £27.827M, forecast variance (0.166M))

4. The pandemic has created much uncertainty around early years and grant guidance around settings has changed following government expectations around opening.
5. Summer Term until 31st May 2020 – the government's expectation was that settings would open to facilitate children of key workers, vulnerable children with a social worker and those children with an education health and care plan. Open settings were paid at 100% with additional incentive payments of £100 per child per week to fund the additional costs of PPE and deep cleaning. Closed settings were paid at 80%. A hardship fund was set up for those closed settings who evidenced financial hardship as a result of COVID19. From 1st June, the Government's expectation was that all settings would be open and therefore payments continued to be made at 100% to open settings and 80% to closed settings with lower payments made to open settings to help fund the additional costs of cleaning and PPE.
6. For the Autumn Term, there have been broadly the same number of children in settings as in the previous Autumn however, dual placements are not currently recommended and therefore some settings have above average reduced hours and some increased hours. Clearly the children in settings require funding at the usual rate in order for them to be able to staff appropriately. No additional payments for PPE and cleaning have been made. For providers who may be seeing a temporary dip, support payments are being made at the current hourly rates, representing above average reductions across the sector over the last three years.
7. For the Spring Term, the government's expectation is that settings will only be paid for children attending settings.
8. The local authority has a duty of sufficiency in this sector and is working closely with providers to support through these turbulent times, providing additional financial support whilst following the COVID guidance and remaining within the terms and conditions of the grant funding. This means that private income losses cannot be supported.
9. Due to the uncertainty, no variance is forecast on the budgets for the free entitlement for 15 and 30 hours childcare for 2, 3 & 4 year olds however, the modelling includes a

contingency sum which allows for increased numbers of children returning to childcare, new children and the DfE's post financial year adjustment which, will be negative if the January 2021 census numbers fall.

	Budgeted PTE	Forecast PTE	Forecast PTE Variance	Budgeted Spend £M	Forecast Spend £M	Forecast spend Variance £M
2 year olds	774	774	Nil	2.382	2.382	Nil
3 & 4 year olds	9,938	9,938	Nil	24.358	24.358	Nil
ISF	447	303	(144)	0.357	0.242	(0.116)

10. The 19-20 adjustment based on the January 2020 census data was an increase of £0.539 million. In addition, the 20-21 allocation increased by £0.943 million. This reflects a higher count of children than the previous year.

Schools Budgets (Budget £291.677M, forecast variance (£2.228M))

11. The forecast underspend on schools largely relates to the schools growth fund which currently shows an underspend and is helping to offset the overall pressure on the DSG.

High Needs Budgets (Budget £53.637M, forecast variance £11.003M)

12. High Needs budgets are projected to overspend by £11.003m. The biggest areas of overspend are Independent Special School packages, Named Pupil Allowances and top ups. When the level of funding available does not match the local needs, the budget cannot be set at an achievable level and so the location of the overspend is not an indication of individual budget issues but that the whole block under significant pressure.

13. The major driver of the increased cost is volume. Activity (volume) is measured in FTE – full time equivalent pupils. Variance analysis is provided at **Appendix 2**. It is important to note that the number of EHCPS being requested has not slowed and is rising at a similar rate as 2019-20.

	Children with an EHCP in Wiltshire
Number as at 1 st April 2020	3,860
As at September (<i>new academic year</i>)	4,070
Forecast demand (<i>based on historical trend</i>)	4,289
Forecast Year to Date Movement	429 (11.12% increase)

14. As Schools Forum are aware, much work has been done, over recent years to investigate and address the issues. More detail is found in the high needs working group update from the Director, Education and Skills which follows this report.

DSG Reserve

15. The reserve brought forward of £11.350 million is increased by the positive early years block adjustment of £0.539 million. The forecast overspend would take the reserve into a deficit position of £19.429 million.
16. This deficit is cash flowed by the local authority and as such, is a major financial risk. By comparison, at the end of the 2019-20 financial year, the level of the Council's general reserves was £15.456 million.
17. In the current financial year, the impact of COVID on the local authority's finance is significant and the Council's forecast overspend has been offset by national grant of £30 million, compensation for net lost income estimated at £6 million, and the option to spread the impact of the losses from Council Tax and Business Rates (Collection Fund), across three years is forecast. Without additional income, a significant overspend on the Council's general position is anticipated at the end of the financial year.
18. The additional COVID funding available for Councils and Schools for 2021-22 is not yet clear.
19. With effect from 2018-19, the department tightened the rules governing deficits in local authorities' overall DSG accounts, under which local authorities have to explain plans for bringing DSG account back into balance. The DfE required a report from any local authority that had a DSG deficit of more than 1% as at the end of any financial year.
20. With effect from 2020-21, the department further updated the rules governing deficits and expanded the requirements around deficits and these are outlined later in the agenda.

	DSG Reserve £ M
2019-20 Brought Forward	(11.350)
2019-20 Early Years Adjustment	0.539
2020-21 Forecast Overspend	(8.618)
2020-21 Forecast DSG Reserve Deficit	(19.429)

Proposals

21. Schools Forum is asked to note the budget monitoring position at the end of August 2020 alongside the reports later in the agenda focussing on the high needs block recovery working group, the changes in DfE recovery planning requirements around the DSG deficit and the School Revenue Funding 2021-22.

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Appendix 1 – Schools Budget Forecast Position as at 31st August 2020

a	b	c	d = (c-b)	e = (d/b)	f	d = (c-b)	g	Previous Report
Service Area	Current Annual Budget £m	Period 5 Forecast £m	Period 5 Forecast Variance £m	%	19/20 Outturn Variance	July forecast variance £m	Budget Move-ment from Previous Report	
Three to Four Year Olds Free Entitlement Funding	24.358	24.358	0.000	0.00%	0.986	0.753	-0.753	
Two Year Olds Free Entitlement Funding	2.382	2.382	0.000	0.00%	0.204	(0.441)	0.441	
Early Years Inclusion Support Fund	0.357	0.242	(0.116)	-32.40%	0.023	0.000	-0.116	
Early Years Pupil Premium & DAF	0.309	0.309	0.000	0.00%	(0.041)	0.000	0.000	
Early Years Central Expenditure	0.422	0.372	(0.050)	-11.86%	0.000	(0.050)	0.000	
Early Years Block	27.827	27.661	-0.166	-0.60%	1.172	0.263	-0.428	
Schools Budget Shares Primary & Secondary - Local Authority Schools	286.804	286.804	0.000	0.00%	0.000	0.000	0.000	
Schools Budget Shares Primary & Secondary - Academy Schools								
Licences and Subscriptions	0.051	0.047	(0.004)	-8.67%	0.000	(0.004)	-0.000	
Free School Meals	0.021	0.021	0.000	0.00%	0.000	0.000	0.000	
Staff Supply Cover (Not Sickness)	0.604	0.500	(0.104)	-17.14%	0.013	(0.104)	0.000	
Behaviour Support Team	0.622	0.622	0.000	0.00%	0.000	0.000	0.000	
Ethnic Minority and Traveller Achievement	0.528	0.456	(0.072)	-13.71%	(0.056)	(0.075)	0.003	
De Delegated Total	1.826	1.646	-0.180	-9.88%	-0.043	-0.183	0.003	
Growth Fund	3.047	1.000	(2.047)	-67.18%	(0.245)	(2.199)	0.152	
Schools Block	291.677	289.449	-2.228	-0.76%	-2.288	-2.382	0.155	
Special School Place Funding	0.000	0.000	0.000	#DIV/0!	0.000	0.000	0.000	
Resource Base (RB) Funding	13.500	13.500	0.000	0.00%	0.000	0.000	0.000	
Enhanced Learning Provision (ELP) Funding		0.000	0.000	#DIV/0!	0.000	0.000	0.000	
High Needs Block (all schools)	13.500	13.500	0.000	0.00%	0.000	0.000	0.000	
Named Pupil Allowances (NPA)	5.201	8.421	3.221	61.93%	2.295	3.015	0.206	
Special School Top-Up	7.099	9.386	2.287	32.22%	0.893	1.732	0.556	
Resourced Base (RB) Top-Up	1.241	2.271	1.031	83.08%	0.246	0.667	0.364	
Enhanced Learning Provision (ELP) Top-Up	0.966	1.739	0.774	80.11%	(0.402)	0.695	0.078	
Secondary Alternative Provision Funding	2.791	2.791	0.000	0.00%	0.124	0.000	0.000	
Non Wiltshire Pupils in Wiltshire Schools	0.000	0.000	0.000	0.00%	0.000	0.000	0.000	
Devolved to Maintained Total	17.297	24.609	7.312	42.28%	3.157	6.108	1.204	
Wiltshire Pupils in Non Wiltshire Schools	1.761	2.355	0.594	33.76%	0.199	0.380	0.214	
Post-16 Top-Up	3.620	4.544	0.925	25.55%	0.681	0.604	0.320	
Independent & Non-Maintained Special Schools	10.696	12.877	2.181	20.39%	1.533	2.201	-0.020	
SEN Alternative Provision, Direct Payments & Elective Home Education	1.718	2.084	0.366	21.29%	1.834	0.088	0.278	
Education Other than at School (EOTAS)	0.484	0.453	(0.031)	-6.50%	(0.028)	(0.032)	0.000	
High Needs Top Up Funding	18.279	22.313	4.034	22.07%	4.219	3.242	0.793	
High Needs in Early Years Provision	0.454	0.430	(0.024)	-5.36%	0.000	0.000	-0.024	
Speech & Language	0.566	0.566	0.000	0.00%	0.006	0.000	0.000	
Inclusion & SEND Teams	1.781	1.839	0.057	3.22%	0.000	(0.153)	0.211	
Specialist Teacher Advisory Service	1.161	1.129	(0.032)	-2.78%	0.093	(0.084)	0.052	
Other Special Education	0.599	0.255	(0.344)	-57.49%	0.033	(0.093)	-0.252	
Commissioned & SEN Support Services	4.561	4.218	-0.344	-7.53%	0.132	-0.330	-0.014	
High Needs Block	53.637	64.640	11.003	20.51%	7.508	9.020	1.983	
Central Licences	0.382	0.382	0.000	0.00%	0.000	0.000	0.000	
Central Provision (Former ESG)	1.026	1.026	0.000	0.00%	0.000	0.000	0.000	
Admissions	0.426	0.434	0.008	1.95%	(0.008)	0.009	-0.001	
Servicing of Schools Forums	0.003	0.003	0.000	0.00%	0.000	0.000	0.000	
Central Provision within Schools Budget	1.837	1.845	0.008	0.45%	-0.008	0.009	-0.001	
Education Services to CLA	0.103	0.103	0.000	0.00%	(0.033)	0.000	0.000	
Child Protection in Schools & Early Years	0.056	0.056	0.000	0.00%	0.000	0.000	0.000	
Prudential Borrowing	0.300	0.300	0.000	0.00%	0.000	0.000	0.000	
Historic Commitments	0.459	0.459	0.000	0.00%	-0.033	0.000	0.000	
Central School Services	2.296	2.304	0.008	0.36%	-0.041	0.009	-0.001	
Total Schools Budget	375.437	384.055	8.618	2.30%	8.351	6.909	1.709	
Pupil Premium (academy & maintained)	15.119	15.119	0.000	0				
6th Form Funding Maintained Schools (LSC Grant)	1.174	1.174	0.000	0				
UI Free School Meal Grant Provisional (academy & maintained)	3.358	3.358	0.000	0				
PE & Sports Revenue Grant (academy & maintained)	3.638	3.638	0.000	0				
Teachers' Pension Grant (Apr - Aug 20)	1.816	1.816	0.000	0				
Teachers' Pay Grant (Apr - Aug 20)	1.650	1.650	0.000	0				
Army Rebasing Funding								
Coronavirus Schools Fund Claim 1 (maintained only)	0.172	0.172	0.000	0				
Covid Catch Up Premium (Prov Academic Year 2021)	1.334	1.334	0.000	0				
DfE Revenue Grants for all Wiltshire Schools	28.261	28.261	0.000	0				
TOTAL DfE SCHOOLS FUNDING	403.698	412.316	8.618	2.13%				

Appendix 1 - the service forecasts of expenditure as at 31st August 2020 - this is an estimate of net expenditure on the schools budget

Appendix 2 - the service forecasts of planned activity in FTE (full time equivalent pupils) as at 31st August 2020 - this is a measure of volumes of pupil placements / support arrangements

Appendix 2 - Variance Analysis

h	i	j	k = (j-i)	l = (k/i)	m	n	o	n	o	p
Volume analysis	Budgeted Activity FTE	Period 5 Forecast Activity FTE	Period 5 Forecast Variance FTE	%	19/20 Outturn Volume	Volume movement from Previous Report	Period 1 Forecast Price	19/20 Outturn Price	Unit	Movement from Previous Report
Three/Four Year Olds FE	9,938	9,938	0	0%	9,994	-172	£4.20	£4.20	p/hr	
Two Year Olds FE	774	774	0	0%	419	143	£5.40	£5.32	p/hr	
ISF	0	0	0	#DIV/0!	591	-	£6.15	£6.15	pa	
							£0.53	£0.53	p/hr	
Early Years Block	10,712	10,712	-	0%	11,004	-29				
ACTIVITY DRIVER DATASET										
Sp Sch Place Funding	768	768	0	0%	716	-52	£0	£10,000	pa	
RB Funding	301	301	0	0%	273	-28	£44,851	£6,000	pa	
ELP Funding	321	321	0	0%	326	-5	£1	£6,000	pa	
High Needs Block	1,390	1,390	0	0%	1,315	-75				
NPA	1,042	1,571	529	51%	1,162	-119	£5,360	£5,715	pa	
Special School Top-Up	778	960	182	23%	875	-85	£9,782	£9,850	pa	
RB Top-Up	351	401	50	14%	391	-10	£5,669	£5,202	pa	
ELP Top-Up	317	424	107	34%	353	-64	£4,105	£3,132	pa	
High Needs Block	2,487	3,355	868	35%	2,781	-706	£7,335	£6,615	pa	
Non Wiltshire Schools	177	207	29	17%	201	-24	£11,403	£10,716	pa	
Post-16 Top-Up	394	468	73	19%	443	-49	£9,720	£9,873	pa	
Ind & Non-Maint Sp Sch	214	250	35	17%	237	-23	£51,557	£49,673	pa	
SEN AP, DP & EHE	164	319	155	94%	199	-16	£6,534	n/a	pa	
High Needs Block	950	1,243	293	31%	1,080	-163	£17,954	£18,863	pa	
ACTIVITY DRIVER DATASET	4,827	5,988	1,160	24%	5,175	-811	£10,795			

The total activity FTE is higher than total no of EHCPs as children in SS, ELP & RB may also have top ups
SS, ELP & RB places above those agreed with the DfE are costed to top ups

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Wiltshire Council

Schools Funding Working Group
5th October 2020

Schools Forum
15th October 2020

High Needs Funding 2021-22

Purpose of report

1. To outline and update Schools Forum regarding the content of the Department for Education's (DfE) operational guidance on High needs funding for the 2021-22 year.
2. The updated operational guidance can be found here:

[Operational Guidance- HNB](#)

Background

3. Each year the DfE issue updated operational guidance regarding High needs revenue funding. As part of the Operational Guidance, the key changes between funding for the 2020-21 year and the 2021-22 year are outlined. The operational guidance clarified certain aspects of the existing guidance and provided more information on the responsibility for children and young people who move between authorities, including looked after children.
4. Any updates to the funding rates are usually announced between October and December. For the 2021-22 year, the DfE announced at the end of July 2020, the key funding changes to the National Funding Formula. This provides Schools Forum and schools with a greater lead-in period for making strategic decisions.
5. Schools Forum will recall that £700million was pledged for High Needs nationally in 2020-21.

DSG Funding Proposed for 2021-22

6. The DfE have announced the indicative DSG Block allocations, based upon October 2019 census data which formed the basis of the 2020-21 allocations.
7. The table below sets out the indicative DSG funding for the High Needs block.

	High Needs
2020-21	£51,987,188
2021-22	£57,528,558
Uplift	£5,541,370
% Uplift	10.66%

8. The High Needs funding for 2021-22 is increasing by £730m nationally, an overall uplift of 10%, with all local authorities seeing an increase between a minimum 8% and maximum increase of 12% in recognition of the funding challenges faced within the High Needs Block. This increase is most welcome and will move us towards setting a balanced high needs budget for 2021-22.

Additional Funding

9. The guidance includes information on additional funding available from the department. This has been followed up with the DfE and they have confirmed that they have a limited budget available to support those local authorities with the largest proportional deficits. Wiltshire has been assessed as being 66th on the list and for this year, the top six local authorities are receiving support.

Key Funding Changes in 2021-2022 – High Needs Block

Teachers' pay and Pensions funding

10. This is included in the increase above – meaning the basic entitlement factor (based on the number of pupils in special schools) will rise from £4,000 to £4,660. An increase for alternative provision is added through an additional factor in the formula. Pensions supplementary fund allocations will be published later in the year and the allocation updated accordingly.
11. An additional DSG Condition of Grant for 21-22 is that this increase must be passed onto relevant schools or providers.

DSG Management Plans

12. This is a new requirement – that any authority with an overall deficit on its DSG reserve at the end of the 2019-20 financial year must present a plan to the Department for managing this future DSG spend.
13. This moves away from the previous expectation from the DfE around a balanced position within three years and the DfE have helpfully clarified that the DSG deficit does not have to be repaid in full within two financial years. This means the DSG deficit will be cash flowed by the local authority on an ongoing basis.
14. The strong partnership and shared ownership approach that the local authority and Schools Forum have taken to address the causal issues; demand outstripping funding, refreshing of the Inclusion & SEN strategy and the High Needs Working Group remain fundamental to the success of any programme of recovery and the transformational funding from the local authority, combined with a commitment to transfer from schools and other blocks to support high needs pupils remains key to our success.
15. The DfE have designed a management plan template, found at Appendix 1 (excel document.) The template has been designed to help local authorities develop evidence-based and strategic plans covering the provision available for children and young people with special education needs and disabilities.
16. The department encourages all local authorities to use the template as a planning tool. It is a complex spreadsheet however; it will I think be a useful to bring together this complex area. The DfE view it as an on-going live document including being presented at schools forum meetings and any high needs sub-groups at least on a termly basis. It is likely, that this will then replace or be updated alongside the current recovery planning reporting.
17. The link to the management plan can be found below.

<https://www.gov.uk/government/publications/dedicated-schools-grant-dsg-deficit-management-plan>

18. The completed plan will be shared at the December Schools Forum and regularly thereafter.

Communications with the DfE

19. Finance officers had a positive preliminary meeting with the DfE to understand the approach the DfE is taking to supporting local authorities. We shared the causal factors, explored funding, examined best practice and described our inclusion and expansion of local provision plans.

I am pleased to welcome Gemma Donnelly to our meeting today. Gemma is Head of the Local Authority Stakeholder Engagement team at the Education and Skills Funding Agency.

Proposal

20. Schools Forum to note the content of the report.

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Wiltshire Council

Schools Funding Working Group – 5 October 2020

Schools Forum – 15 October 2020

School Revenue Funding 2021-22

Purpose of report

1. To outline and update Schools Forum regarding the content of the Department for Education's (DfE) operational guidance on School Revenue Funding for the 2021-22 year.

Background

2. Each year the DfE issue updated operational guidance regarding schools revenue funding. The DfE then go on to issue Technical Guidance, containing any policy changes which offer further details. As part of the Operational Guidance, the key changes between funding for the 2020-21 year and the 2021-22 year are outlined.
3. Any updates to the National Funding Formula (NFF) funding rates are usually announced between October and December. For the 2021-22 year, the DfE announced at the end of July 2020, the key funding changes to the National Funding Formula. This provides Schools Forum and schools with a greater lead-in period for making strategic decisions.
4. In the Autumn of 2019, the government announced its pledge to boost schools and high needs funding. Building on the 2019-20 funding levels, the cash increases of £14.5 billion for schools over 3 years would comprise;
 - i. £2.6 billion in 2020-21
 - ii. £4.8 billion in 2021-22
 - iii. £7.1 billion in 2022-23
5. In addition, a further £700million was pledged for High Needs nationally in 2020-21.
6. In recognition of the increase in employer contributions for members of the Teachers' Pension Scheme, the DfE confirmed that it would fund the Teachers' Pension Employer Contributions Grant (TPECG) for the next three years until 2022-23.
7. The Teachers Pay Award Grant would continue for the 2020-21 year.
8. The (DfE) will continue to allocate school funding on the basis of the National Funding Formula (NFF) to local authorities which will see all schools benefitting from the additional funding.
9. The DfE have also confirmed their commitment to move to a 'hard' NFF and will put forward its proposals later this year.

DSG Funding Proposed for 2021-22

10. The DfE have announced the indicative DSG Block allocations, based upon October 2019 census data which formed the basis of the 2020-21 allocations. The only Block which can't be proposed at this early stage is the Early Years Block, which is subject to further work by the DfE.
11. A key change to the Schools Block between 2020-21 and 2021-22 is the treatment of the Teachers Pay Grant and the Teachers Pension Employers Contribution Grant. These have always been treated as separate grants but from 2021-22 will be baselined and included in the core school funding. Further detail is provided at para. 15.
12. The table below sets out the indicative DSG funding for the Schools, High Needs and Central Blocks. The Early Years Block figures are simply replicated from the 2020-21 allocation in order to provide a view of the overall quantum of funding for 2021-22.

	Schools*	High Needs	Central	Early Years	TOTAL
2020-21	£304,666,140*	£51,987,188	£2,479,715	£27,243,000	£386,376,043
2021-22	£314,778,576	£57,528,558	£2,448,599	£27,243,000	£401,998,733
Uplift	£10,112,436	£5,541,370	£-31,115	£0	£15,622,691
% Uplift	3.40%	10.66%	-1.25%	0.00%	4.04%

* Adjusted as now includes Teachers Pay & Pension Grants – see para. 15

13. The High Needs funding for 2021-22 is increasing by £730m nationally, an overall uplift of 10%, with all local authorities seeing an increase between 8% and 12% in recognition of the funding challenges faced within the High Needs Block.
14. The Central School Services Block has seen an overall drop of 1.25% compared with 2020-21. The Block is split into two elements;
- Ongoing local authority responsibilities (£2,081,239)
 - Historic Commitments (£367,360)

Whilst the overall funding is decreasing, funding for the ongoing responsibilities has increased by 4%, whereas the historic commitment funding has been reduced by 20% in line with DfE policy. The net impact is a reduction in funding for Wiltshire of £31k.

Key Funding Changes in 2021-2022 – Schools Block

15. The DfE have confirmed that the following key elements of the NFF are to be in place for 2021-22 for mainstream school funding;

- a. The Teachers Pay Grant in respect of pay awards from September 2018 and 2019, along with the Teachers' Pension Employers Contributions Grant for the increase in contribution rates from September 2019, will be incorporated and 'baselined' into the 'per pupil' AWPU funding rates.
- b. AWPU rates will be increased by £180 and £265 for primary and secondary schools respectively.
- c. From 2021-22, the Teachers Pay and Pension Grants will be discontinued, and the funding rolled into and baselined into the AWPU funding.
- d. Minimum per pupil Funding Levels to be set at £4,180 in Primary and £5,415 in Secondary schools.
- e. A 3% increase in the formula's core pupil and school led factors. (A full list of funding rates is provided further in this paper.)
- f. Premises factors (rates, PFI, split site, rents) will be funded at the local authority level without inflationary increases.
- g. The IDACI (Deprivation funding based upon postcode data) has been refreshed.
- h. An increase in the maximum Primary Sparsity funding from £26,000 to £45,000.
- i. All schools expected to see an increase in their core funding by at least 2% compared to their 2020-21 baseline funding and in effect acts as a minimum funding guarantee. (For 2020-21, this was set at 1.84%)
- j. Growth funding to be based upon the same methodology as in 2020-21. (Protection provided to ensure that no LA will lose funding of greater than 0.5% of its Schools Block allocation, should its growth be significantly lower year on year).

Key Funding Decisions Taken by Schools Forum for 2020-21

16. A number of funding decisions were taken by Schools Forum for the 2020-21 year including;

- a. Not to include the Mobility factor within the Wiltshire formula
- b. To apply all other NFF factors in full
- c. To set the Minimum Funding Guarantee at +1.84%
- d. To transfer 0.7% of the Schools Block to the High Needs Block (subsequently reduced to 0.5% by the Secretary of State)

Funding Values Proposed in the NFF for 2021-22

17. The table below sets out the NFF funding values for school for the 2021-22 year.

Factor	2019-20 Value	2020-21 Value	2021-22 Value
Primary KS1&2 AWPU	£2,747	£2,857	£3,123*
Secondary KS3 AWPU	£3,863	£4,018	£4,404*
Secondary KS4 AWPU	£4,386	£4,561	£4,963*
Primary & Secondary FSM	£440	£450	£460
Primary FSM6	£540	£560	£575
Secondary FSM6	£785	£815	£840
IDACI Primary Band A	£575	£600	£620
IDACI Primary Band B	£420	£435	£475
IDACI Primary Band C	£390	£405	£445
IDACI Primary Band D	£360	£375	£410
IDACI Primary Band E	£240	£250	£260
IDACI Primary Band F	£200	£210	£215
IDACI Secondary Band A	£810	£840	£865
IDACI Secondary Band B	£600	£625	£680
IDACI Secondary Band C	£560	£580	£630
IDACI Secondary Band D	£515	£535	£580
IDACI Secondary Band E	£390	£405	£415
IDACI Secondary Band F	£290	£300	£310
Prior Attainment – Primary	£1,022	£1,065	£1,095
Prior Attainment – Secondary	£1,550	£1,610	£1,660
EAL – Primary	£515	£535	£550
EAL - Secondary	£1,385	£1,440	£1,485
Mobility – Primary	£0	£875	£900
Mobility – Secondary	£0	£1,250	£1,290
Lump Sum	£110,000	£114,400	£117,800
Sparsity – Primary	£0-£25,000	£0-£26,000	£0-£45,000
Sparsity – Secondary	£0-£65,000	£0-£67,500	£0-£70,000
Primary - MPPFL	£3,500	£3,750	£4,180
Secondary – MPPFL	£4,800	£5,000	£5,415
Area Cost Adjustment	1.00703	1.00716	1.00716

*- Includes the Teachers Pay and Pension Grants of £180 for Primary and £265 for Secondary

Role of Schools Forum and the Local Authority

18. The government has confirmed its intention to move to a single 'hard' NFF to determine every schools budget. For the 2021-22 year, the DfE have confirmed it will be another 'soft' year, with each LA along with its Schools Forum being able to determine its school funding formula.
19. The only mandatory factor for 2021-22 will be the application of the minimum per pupil funding levels, being £4,180 and £5,415 in Primary and Secondary respectively.
20. The formula will be presented at Schools Forum when the final allocations have been confirmed and to the LA for political ratification and approval in February 2021.

Budget Setting Process 2021-22

21. Local authorities are required to submit the proposed delegated budget for schools in their areas to the Education and Skills Funding Agency (ESFA) in January 2021. The ESFA are required to confirm the formula is fully compliant with the funding regulations and will then confirm budgets to academies during February 2021. The LA will need to notify maintained schools of their budget shares by the end of February 2021 as in previous years.
22. The LA will engage in consultation with schools in the County, including any changes to the formula, movement between blocks and any de-delegation for maintained schools. In terms of setting the budgets for schools for 2021-22, the amount of funding available for distribution to schools will be calculated as follows;

DSG Schools Block Allocation	304,666,140
Less: Growth Fund	x,xxx,xxx
Less: Transfer to Other Blocks	x,xxx,xxx
Total available for School Funding	xxx,xxx,xxx

Growth Funding

23. The new approach introduced as part of the NFF for calculating the Growth funding will continue in the 2021-22 year. The County will be broken down into middle layer super output areas (MSOA's) and the growth in pupils in the MSOA area between the October 2019 census and the October 2020 census will attract funding at:
 - £1,455 per primary pupil
 - £2,175 per secondary pupil
 - £68,700 for each new school (no new schools in Wiltshire this year)
24. The level of Growth funding required in 2021-22 and size of the Growth Fund will be determined later in the year along with confirmation of Growth funding criteria.

Initial Modelling

25. Initial modelling of the Schools Block demonstrates that the NFF is affordable, based upon the October 2019 census and therefore the full NFF could be implemented. There are questions for Schools Forum to consider regarding a move to the full NFF.

De-Delegation

26. There are a number of budgets included in the local formula that maintained schools only can agree to de-delegate so that they continue to be provided centrally. De-delegation cannot be applied to amounts delegated to academies or to special schools. Schools Forum will take this decision on behalf of maintained schools, based upon consultation responses.
27. For the 2020-21 year, it was agreed by the maintained schools voting members that the de-delegation of services would continue as it had for those services de-delegated in 2019-20.

Notional SEN

28. Mainstream schools and Academies will continue to receive a clearly identified budget for SEN, known as the Notional SEN budget. Using their notional SEN budget, mainstream schools and Academies will be expected to:
- meet the needs of pupils with low-cost, high-incidence SEN and
 - contribute towards the costs of provision for pupils with high needs.

Questions for Schools Forum

29. The introduction of the Mobility Factor
- The Mobility factor is an optional funding factor and Schools Forum has consistently expressed its concerns about this factor and resolved not to introduce this factor. (In the 2020-21 formula this 'freed up' £571k of funding)
 - The MOD's Education Support Fund which supports schools and pupils directly impacted by Mobility and Deployment has been extended for a further year with funding available for the 2021 year
30. Increased funding through Sparsity. The Sparsity factor is an optional factor and until the advent of the NFF, Schools Forum had always resisted its introduction, based upon a number of reasons. At its inception, Sparsity was designed to help secure small rural schools
- An increase in the sparsity allowance from £26,000 to £45,000 in primary schools will push another £220k through the formula to the 'sparsity' schools.
 - The DfE will be reviewing Sparsity and support for small rural schools with a consultation due out later this year.
31. The Split Site Allowance within the Wiltshire formula is currently set at £65k in primary and £100k in secondary schools. The purpose of the split site allowance is to provide additional funding in respect of duplicated costs incurred by a school operating over two sites, in lieu of the fact that only one 'lump sum' is received by the school. The allowance has not been reviewed since the introduction of the NFF in 2018-19.
32. Under the funding guidance for 2021-22, Schools Forum will continue to be able to transfer up to 0.5% of their Schools Block allocation to other Blocks of the DSG (excluding the extra funding for the Teachers Pay & Pensions Grant). A transfer of up to 0.5% can be agreed locally but for a transfer in excess of 0.5% will require following the Disapplication process.

Proposal

33. Schools Forum to note the content of the report and to consider the questions raised in the paper.

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Wiltshire Council

Schools Forum Finance SEN Working Group - 5 October 2020

Schools Forum - 15 October 2020

**Annual Schools Consultation
Delegation of Central Expenditure 2021/22
Transfer of Schools block to High Needs Block 2021/22**

Purpose of report

1. To brief Schools Forum and agree a set of questions to be sent out to all schools in October 2020.

Background - De-Delegation of Central Expenditure

2. In order to give schools greater choice over how to spend their budgets LAs are required to work on the basis that services within the notional Dedicated Schools Grant (DSG) Schools Block, and the funding for them, should be delegated to schools in the first instance. This means that a number of DSG funded budgets that have previously been retained centrally must now be delegated to schools. There are a number of exceptions to this and there are also a number of budgets that maintained primary and/or secondary schools can agree to de-delegate so that they continue to be provided centrally.
3. De-delegation cannot be applied to amounts delegated to academies or to special schools. Delegation or de-delegation cannot be agreed on an individual school basis for maintained schools but can be agreed by phase so a different outcome can be agreed for primary and secondary schools. Approval for de-delegation is by the relevant phase members of Schools Forum following responses to this consultation.
4. A consultation document will be sent out to all maintained schools in the middle of September to seek views on the delegation of central budgets. The budgets/services being consulted on are as follows:
 - Free School Meal Eligibility Service
 - Licences (Access Budget Planning (formerly called HCSS))
 - Trade Union Facilities costs
 - Maternity costs
 - Ethnic Minority Achievement Service
 - Travellers Education Service
 - Behaviour Support Service
5. There are a number of outcomes that could flow from the proposals to delegate the budgets. These include:
 - a. Following consultation with all schools, maintained schools agree that budgets should be de-delegated and retained centrally with services provided to all maintained schools;

- b. Schools agree that budgets should be delegated and schools make/purchase their own provision as appropriate;
 - c. Schools agree that budgets should be delegated and they then cluster together to purchase or deliver services.
6. Under scenario (a) the LA would be able to retain a level of service to provide to maintained schools, this service may be reduced from current levels unless there is also buyback from academies. The size of the service may also need to reduce over time as the number of academies increases.
 7. Under scenarios b and c the LA would not be able to continue to deliver a service unless there is sufficient buy back on a traded basis from schools (maintained or academy) to enable retention of sufficient staff. This will be difficult to predict and the LA will need to decide whether it can afford to continue to deliver services centrally on a fully traded basis with full cost recovery. This would require a risk assessment.
 8. **Appendix 1** lists the consultation questions.
 9. **Appendix 2** contains a letter from the Trade Unions in support of the De-Delegation process and for trade union facilities time.

Background – Transfer of Schools Block to High Needs Block 20/21

10. Schools Forum will recall a transfer of 0.7% (£2m) of School Funding was agreed to contribute to the High Needs Block recovery plan in the 2020-21 financial year. Schools Forum will recall that following Secretary of State intervention, 0.5% or £1.465m could be transferred.
11. The Update of Schools Revenue Funding for 2021-22 outlines the recent announcements regarding significant national increases in Schools Funding and funding for High Needs.

	20/21 National Increase	21/22 National Increase	22/23 National Increase	TOTAL	Notes
Schools Funding	£2.6bn	£4.8bn	£7.1bn	£14.5bn	5-16 schools
High Needs Block	£700m	£730m			Actual allocations due Dec 20

12. The overspend for 2018/19 was £4.8m and in 2019-20 was £9.1m which correlates to the continuing rise in request for new EHCPS and banding / funding increases. The DSG reserve is in a £11.35m deficit position which, requires a recovery plan.
13. The forecast overspend for 2020-21 is subject to another report but shows a significant overspend once again and should this come to fruition the DSG deficit reserve will be even greater which is unsustainable and requires a recovery plan.

14. For this reason, it is recommended that we seek views of all schools on the questions in **Appendix 3** which cover a range of options ranging from transferring funding from Schools Block.

Proposals

15. That Schools Forum decide on the consultation questions for maintained schools around delegation/de-delegation of budgets for central services within the schools' block. **Appendix 1.**
 16. That Schools Forum decide on the consultation questions for all schools around setting the 2021/22 Schools Budget. **Appendix 3.**
-

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Appendix 1 – De-Delegation Questions

DfE Heading	Wiltshire Budget	Delegate?	Retain Centrally?
Free school meals eligibility	Free School Meals Eligibility Service		
Licences/subscriptions	HCSS Licence		
Staff costs – supply cover	Trade Union Duties		
	Maternity Costs		
Support for minority ethnic pupils and underachieving groups	Ethnic Minority Achievement Service (EMAS)		
	Traveller Education Service		
Behaviour support services	Primary Behaviour Support Service		

Appendix 2 – Letter from Trade Unions



Dear Director

We are writing on behalf of all employees working in your local authority area who are members of NAHT, ASCL and the National Education Union (NEU).

You will recall, last year, local schools agreed through your Schools Forum to ‘dedelegate’ funding for supply cover costs, including for trade union facilities time. We believe that this was the right decision – and a very big majority of Schools Forums made the same decision, acting in accordance with advice issued by the Local Government Association and the National Employers’ Organisation for School Teachers.

We believe that the central retention and distribution of this funding is the most effective and efficient arrangement and we would like to work with you to ensure that this arrangement continues. Discussions are now taking place in your authority on funding arrangements for supply cover costs from April next year and we are asking you to pass the information in this letter to members in your Schools Forum and to encourage them to vote again for de-delegation of funding arrangements for supply cover costs.

Successive governments have recognised the importance of good industrial relations and have legislated to provide a statutory basis for facilities time as follows.

- Paid time off for union representatives to accompany a worker to a disciplinary or grievance hearing.
- Paid time off for union representatives to carry out trade union duties.
- Paid time off for union representatives to attend union training.
- Paid time off for union ‘learning representatives’ to carry out relevant learning activities.
- Paid time for union health and safety representatives during working hours to carry out health and safety functions.

These provisions are contained within the Employment Relations Act 1999 and the Trade Union Labour Relations (Consolidation) Act 1992 and the Safety Representatives and Safety Committees Regulations 1977.

NAHT, ASCL and NEU have members and union representatives in academies as well as maintained schools within your local authority area and, in addition to seeking your support for continued de-delegation, we are seeking your agreement for the local trade union funding arrangement to be formally extended to academies within your local authority boundary.

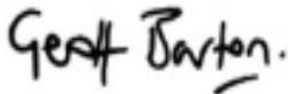
As the DfE Advice on Trade Union Facility Time acknowledges, the trade union recognition agreement between the authority and the recognised unions will have transferred to each academy school as the new employer of the transferred staff as part of the conversion process to academy status under TUPE. We believe that, following conversion, academies should also become parties to local authority trade union facilities arrangements.

The academies within your authority will have received funding for trade union facilities time in their budgets and they are permitted to use that funding to buy-back into local authority arrangements. Indeed, many academies across England have already agreed to buy in to local authority trade union facilities arrangements.

Pooled funding will help the local authority and all schools to meet their statutory obligations on trade union facilities time. Setting up a central funding arrangement will allow academies to pay into a central pool if they wish to. But most importantly it will help maintain a coherent industrial relations environment where issues and concerns whether individual or collective can be dealt with more effectively. All these points are echoed in the advice issued by the LGA and NEOST.

We urge you therefore to support the de-delegation of funding for trade union facilities time and to continue or establish (if you did not do so previously) a mechanism whereby academies within your authority are able to buy into a central fund for trade union facilities time. If you agree to do so, we will write to academy principals to encourage them to buy in to your arrangement.

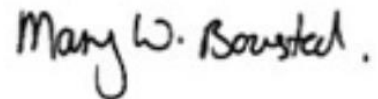
Yours sincerely



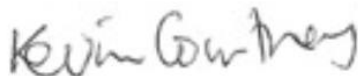
**General Secretary
ASCL**



**General Secretary
NAHT**



**Joint General Secretary
NEU**



**Joint General Secretary
NEU**

Appendix 3 –2020 Schools Consultation:

Background

- *The High Needs block overspent by £4.8m in 2018/19 and by £9.1m in 2019/20 with a further forecast to overspend in 2020/21.*
- *There is a £11.35m deficit DSG reserve in the Council’s balance sheet – the forecast 20/21 overspend will increase this deficit further.*
- *EHCPs are increasing by an average of over 11% annually mirroring the national level.*
- *The LA is working with schools and settings and is taking actions to address the level of overspend. Many of these actions require a partnership approach and require planning and change management in order to achieve long term success.*

The DSG is ringfenced and therefore to manage this overspend, it is suggested an amount is transferred from the Schools Block to the High Needs Block as in the previous two years.

Q1 a) Taking the factors above into account, do you support a transfer of funding from the School Block to the High Needs Block?

Yes	
No	

b) If you support a transfer, please indicate the amount:

Value to Transfer	£/Pupil	Please select
£0.0m (0.0%)	£0.00 / pupil	
£0.5m (0.17%)	£7.81 / pupil	
£1.0m (0.34%)	£15.62 / pupil	
£1.4m (0.5%)	£21.90 / pupil	
£1.5m (0.51%)	£23.44 / pupil	
£2.0m (0.68%)	£31.25 / pupil	

c) No transfer of funding from the Schools Block to the High Needs Block for 2021-22 on the understanding that devolved budgets to schools including top-up and Named Pupil Allowance (NPA) funding levels would have to be reduced to keep the High Needs Block within budget?

Yes	
No	

d) Would you prefer to see a hybrid of the above with a transfer from Schools Block to top up the High Needs requirements of pupils in school together with reduced values of devolved funding for vulnerable pupils e.g. named pupil allowances and top ups?

Yes	
No	

2) If you do not agree to the transfer of funds or the reduction of top-up funding levels, how else do you suggest that we fill the funding gap that we have for High Needs?

Wiltshire Council

Schools Funding Working Group – 5 October 2020

Schools Forum - 15 October 2020

Split Site Allowance Funding 2021-22

Purpose of report

1. To outline and update Schools Forum regarding the Split Site Allowance for schools in Wiltshire.

Historical Position

2. The use of a split site allowance for mainstream schools is an optional factor within the Wiltshire funding formula but is used to support a single school operating over two separate sites.
3. The current criteria for schools in receipt of a split-site allowance, as amended at Schools Forum in December 2017 is defined as follows:

‘A school will receive split site funding if, of necessity, it has 2 (or more) distinct campuses between which travel of 0.5 miles or more, by means of a public highway, is required and Class teaching and learning must take place on all sites with physically detached administration.’

4. It is widely recognised that schools operating over two separate sites incur additional expenditure compared to single site schools including:
 - Reception / Front of House staffing
 - Administration costs
 - Photocopier and printing facilities
 - Internet lines, IT and utility costs
 - Premises costs including repairs and maintenance
 - Travel costs
 - Additional Caretaking costs
 - Loss of site-based grants such as PE& Sports Premium
5. Wiltshire currently has six primary schools and no secondaries operating over a split site arrangement, these schools are:
 - Greentrees
 - The Mead
 - Corsham Primary
 - Brinkworth Earl Danby's
 - The New Forest
 - Churchfields
6. Two split site schools have closed one of their sites in recent years, due to pupil numbers and viability. These schools are Whitesheet and Five Lanes.

Funding

7. The current level of funding is set at £65,000 for Primary and £100,000 for Secondary schools. These values have been in place for a number of years, when the lump sums for Primary and Secondary schools were £85,000 and £175,000 respectively.

8. Following the introduction of the NFF, the differentiation between Primary and Secondary Lump Sum allowances was removed, with both being funded at £110,000.
9. The difference between the split site allowance and the lump sum for primary schools used to be £20,000 (£85k lump sum and £65k split site allowance). The split site funding equates to 76.5% of the lump sum.
10. Following the introduction of the NFF, the lump sum increased to £110,000 and the difference between the lump sum and split site allowance increased to £45,000 (for 2021-22 will be £52,800 less than the lump sum). Aligning the split site allowance to the lump sum, based upon the NFF lump sum for 2021-22, would increase the split site allowance to £90,000. Keeping the split site allowance aligned to the lump sum would ensure that the allowance keeps pace with NFF movements.
11. The difference between the lump sum and the split site allowance acts as a disincentive to small schools when considering their future structuring options as the loss of the lump sum overshadows the additional split site funding which would be received.

Impact upon Wiltshire's Schools Block

12. Under the NFF, the split site allowance forms part of the 'Premises' funding for the Schools Block. As there is no national measure for split site funding, the DfE fund Wiltshire on the basis of the funding awarded to schools. In essence, whatever level Wiltshire sets the split site allowance at, will be funded fully through the Schools Block. Therefore, the impact of uplifting the split site allowance has a neutral impact upon Wiltshire's funding.

Other LA Approaches

13. The approach does vary between local authority areas however in terms of values, the following approach is taken by others:
 - Surrey £135,000
 - South Gloucestershire £93,000
 - Central Bedfordshire £120,000
 - Worcestershire £83,668
14. Some authorities apply a model of a basic lump sum and an amount per pupil. This is more complicated and need not necessarily reflect the true additional costs.

Proposals

15. Schools Forum consider the following:
 - Retaining the status quo
 - Aligning split site allowances at 76.5% of the lump sum value.

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Wiltshire Council

Schools Funding Working Group – 5 October 2020

Schools Forum - 15 October 2020

F40 Update

Purpose of report

1. To provide Schools Forum members with an update regarding the work of the F40 Group and share their recent communication with the Department for Education, in relation to the impact of Covid-19 upon schools.

Letter dated 12th August 2020

2. The letter has been replicated below and members are asked to note the content.



August 12, 2020

Impact of Covid-19 on school and education funding

Dear Mr Goldman

I hope you are well and managing to navigate your way around the Covid-19 pandemic. I'm sure it has been, and continues to be, a major challenge for the Department for Education.

These are unprecedented times and you have our continued support as you try to work through all of the issues and return schools to some sort of normality.

The f40 group thought it would be beneficial to share with you some of the concerns and feedback we have received during recent weeks, from both local authorities and schools, relating to extra costs and funding pressures during the pandemic.

We appreciate that you are likely to be updating guidance for schools on claiming additional expenses in the coming weeks and thought our insight might be useful.

While the original guidance produced by the DfE was very helpful in the early stages, things have moved on significantly. We have found a number of areas where more clarity is required and where one set of rules cannot apply to all.

Our insight is as follows:

1. Existing issues are exacerbated

f40 is made up of 42 local authorities who are among the lowest funded for education in England.

Our members have expressed concern that existing pressures within the school system, such as lack of funding, insufficient resources for special needs, the need for early intervention, and the impact of MPPFL on rural and small schools and those supporting pupils with greater levels of additional need in low funded areas, have been further challenged by the coronavirus.

Covid-19 has focused a sharp lens on issues that already existed. This is particularly the case with High Needs funding.

In many ways, our members are less able to cope with the additional demands of the pandemic than better-funded schools, further highlighting the need for fairer distribution of budgets.

Similarly, with Early Years, while the inflationary 8p increase in funding this year was welcomed, this was the first increase in funding for a number of years. The sector is under immense strain. The loss of private income to Early Years providers has left the future of many in doubt, which could result in a severe lack of places for children.

While some Early Years providers have been able to apply for grants, others have not been eligible. Without financial help, they may close.

Suggestion: *f40 believes short and long-term funding and support measures need to be in place to support schools, the High Needs Block and Early Years.*

Clarity as to the department's view on the future of the maintained nursery school sector would also be useful.

2. Clarity of guidance

There was confusion around which additional costs schools and local authorities could reclaim during the pandemic.

For example, it is unclear whether Maintained Nursery Schools were eligible to claim for extra expenses as there was no mention of them in the guidance.

Requests for clarification, either directly with the EFSA or through conversations with Regional Schools Commissioners have thrown up similar contradictions, such as whether extra staffing costs can be reclaimed and how they are recorded and recouped.

Suggestion: *We believe schools and local authorities need more clarity on the process for reclaiming expenses in any future claim window, and more recognition of the breadth of extra costs they are facing. One size does not fit all.*

3. Breadth of additional costs

The current guidelines have been in place since the beginning of lockdown and, while helpful at the time, they have been superseded by changes to guidance and the length of school closures. We now have the benefit of hindsight and can better understand widespread extra costs, as well as extraordinary costs that may only be relevant to some.

f40 believes that schools should be as flexible as possible in their approach to extra expenditure and should be maximising on areas where they can make savings.

However, there are extra costs that all schools are facing, which we believe they should receive financial support with, such as:

- *Additional deep, preventative cleaning*
- *Extra water usage for hand washing*
- *Providing hand sanitiser*
- *Displaying floor stickers and signage*
- *Using large quantities of PPE in special schools*
- *Subscription to E-learning platforms*

There have also been many exceptional costs, such as:

- *Posting of homework to pupils for one school amounted to £7,500*
- *A small school with only one set of toilets had to hire portable toilets to aid social distancing*
- *Providing mobile phones to teachers to enable them to carry out wellbeing/safeguarding calls with pupils – especially vulnerable pupils.*

Schools and local authorities have experienced a number of funding pressures in recent weeks, but everyone is agreed that these issues will be magnified when schools return in September. The true financial cost of the pandemic to schools may not become clear until next year.

Suggestion: *f40 believes schools should not be worse off due to the coronavirus and should receive financial support with extra costs that are common to all.*

Suggestion: *We believe allowance should be given for schools to recoup extraordinary expenses that may be specific to their situation. At the end of the financial year(s), it should become clearer whether there is a need for any schools to pay back funds.*

4. Additional teaching costs

A number of schools have incurred additional teaching costs as a result of the pandemic. The current guidelines do not stipulate whether extra teaching costs will be met.

While many schools have been able to operate a rota system, either internally or with neighbouring schools, to provide on-going teaching to vulnerable children and

children of key workers, we know of several instances where this has not been possible.

There are a number of instances where teachers had to work through their Easter and half-term holidays and have been unable to take time off later in the term to compensate, as suggested by the Department for Education.

Special schools, for example, provide specialist care and have not been able to rotate with others for two reasons:

- 1) They were open during the Easter holidays and half-term. Some staff were unable to take holidays and were unable to take time off in lieu during term time as they were required to support the number of small bubbles of children.*
- 2) In some cases, pupils with special needs required support from staff they knew well.*

Most schools have had reduced numbers of teaching staff, either because of sickness or because some teachers have been shielding, which has put more strain on those teachers available to work.

As a result, the rota system, has not always been a practical option. In some cases, schools have had to rely heavily on the use of supply teachers. The use of supply teachers has added pressure to the budgets of some of the lowest funded schools, with some reporting that their annual budget for supply costs have been spent within the first term.

For low funded schools, many of the staffing flexibilities have been removed in recent years to ensure schools remain viable. The use of teaching assistants in some cases is limited to support named children through an EHCP. Some schools do not even have a supply budget, with the headteacher often having to provide cover (on top of what may already be a regular class commitment).

Many teachers have worked additional hours to set up E-learning platforms for pupils, while continuing to provide homework and ongoing support. This requirement has increased with year groups returning, as in many cases a full teaching establishment has been necessary to cover the returning year groups.

Many support staff required to work in the holidays are on term-time only contracts. They have not been budgeted for or paid during the holidays – but were still needed when the schools were open (e.g. admin/finance/reception and teaching assistants for pupils with EHCPs who were counted as vulnerable.)

All of this has led to additional staffing costs for many schools, which they are now struggling to meet.

Suggestion: *f40 believes schools should be able to recoup extra staffing costs where they can show exceptional circumstances, where a rota system could not be utilised, and where staff could not be compensated with time off.*

5. Loss of income

The greatest financial concern for many schools has been the loss of income caused by the pandemic. As schools closed, so did many of their private income streams.

Many schools within f40's member authorities struggle financially and rely heavily on private income, such as from breakfast and after school clubs and the hiring out of facilities, to help fund core education delivery.

The DfE has actively encouraged schools to create private income initiatives like these, but those schools that have are now among the hardest hit.

In many cases, while their private income has stopped, some costs have continued. For example, staff who run the breakfast club may have a second contract within the school, so may not be eligible for furlough, and the school must continue to pay their salaries.

And despite school astro-turf pitches and sports facilities being unavailable for hire, some schools may have to continue paying for their leases. This has placed a greater burden on budgets.

Suggestion: *f40 believes the DfE should support schools who have lost income by agreeing to subsidise a percentage of it – for example, funding 75% of lost income. This would be in line with the approach taken with local authorities.*

6. Catch-up grant

f40 welcomes the Government's £1bn Coronavirus catch-up grant – with £650m going directly to schools and £350m for a tutoring programme.

However, we believe more information and clarity is needed on how the grant will be distributed and how it is to be used in the months ahead.

Concerns have been raised about the long-term loss of funding through the Year 7 catch up, with any gains received through the National Funding Formula being eroded in meeting this loss in revenue. Special schools have raised particular concerns as, depending on need type, this could represent a substantial loss.

f40 believes SEND pupils will remain vulnerable unless a needs-based funding formula is introduced at the earliest opportunity.

Suggestion: *The introduction of a needs-led funding formula for High Needs that protects the funding made available through the year 7 catch up grant.*

Suggestion: *Additional High Needs funding provided to schools to assist with additional pupil need (eg emotional support) as a result of the pandemic. This is especially important for pupils in special schools with higher needs which have been exacerbated by the pandemic.*

7. September return

a. *Allowing a phased return*

Many local authorities and school leaders believe that when children return to school in September, a number of issues will arise that may require additional support and discretion.

For example, while it is desirable to have all children back in school at the earliest opportunity, there are going to be instances where it is not practical or safe, such as with special schools.

Suggestion: *Schools should be encouraged to bring all of their pupils back to school in September at the earliest opportunity but understanding and discretion should be used where particular challenges arise. Schools should be permitted to use phased returns if they can demonstrate the benefits to both staff and pupils.*

b. *Reassurance to parents*

Some parents are understandably concerned about their children returning to school and f40 believes schools, local authorities and the DfE should provide reassurance to encourage all children to attend – rather than threats of prosecution.

c. *Early intervention*

Many local authorities and school leaders believe there will be a spike in special educational needs and exclusions when schools return in September. The pandemic and school closure will have had an adverse impact on many children, who may require short-term funding and support to assist them.

While some local authorities are expecting the number of EHCP applications to rise, we do not believe this is necessarily the answer to the expected increase in short-term issues. Rather than increasing the number of EHCPs, we believe early intervention programmes should be available to restore emotional well-being and provide additional support where needed.

Local authorities can play a key role in this bringing together large numbers of schools along with other key associated services such as social care. The importance of the role local authorities play has been highlighted during this current crisis and has demonstrated the impact they can have working closely with their local schools and families.

Suggestion: *Early intervention funding, over and above the £1bn catch-up grant, should be provided, where needed, to ensure additional emotional and learning support can be accessed – reducing the likelihood of children needing EHCPs and to help children progress.*

d. *School transport*

Many concerns have been raised by local authorities about how school transport will be managed when schools return in September.

Keeping children socially distanced on buses will be near impossible. It will also be extremely difficult for local authorities to timetable the additional school transport required.

While local transport authorities welcome the £40 million funding package dedicated for transport during the autumn term, it is still unclear how children will be able to arrive at school by public transport on time, due to the double running of routes and additional transport arrangements required to cover multiple destinations.

Suggestion: *f40 believes local authorities should be given more guidance and clarity on how the £40 million funding package will ensure children are able to travel to school while social distancing measures remain in place.*

Conclusion

Thank you for taking the time to read the insight we have gathered during recent weeks. We hope you find it useful and would be only too happy to discuss it in more detail if you wish.

Don't hesitate to contact either myself or Karen Westcott, Secretary of the f40 group, if you feel a call would be beneficial.

Kind regards

*James McInnes
Chairman
F40
07961 275814*

*cc. Karen Westcott
07545 210067*

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