

## SCHOOLS FORUM MEETING

**21<sup>st</sup> October 2020**

**14.00 to 16.00**

**Via Google Meet**

**Membership:** Jim Edgecombe (Chair), Phil Haigh (Chair of Sub Groups), Ludmila Morris, Duncan Greig, Kris O’Sullivan, Tony Eginton, Liz Horrigan, John Goddard, Tracey Hemming, Sudhi Pathak, Laurie Cornwell, Elaine Caffary, Helen Manwaring, Rachel Anderson, Sophia Shaikh, Sandra Voisey, David Patterson, John Buckingham, Catherine Mosdell, Aftab Ahmed.

**Shadow Reps/Observers:** Rachel Blake, Debbie Gilder, Jo Palmer, Graham Wells, Jenny Rigby.

**Officers:** Graham Young, Dan Kennedy, Vikram Hansrani, Kate Boulter (Clerk)

### AGENDA

	<b>Item</b>	<b>Time</b>	<b>Lead</b>	<b>Update</b>
1	Apologies	14.00 – 14.05	<b>KB</b>	
2	Minutes of meeting held on 23 <sup>rd</sup> September 2020	14.05 – 14.15	<b>Chair</b>	Report
3	Matters arising from meeting on 23 <sup>rd</sup> September 2020 a) SEN Sufficiency Plan - SEND CYP post 16 b) Membership Update	14.15 – 14.30	<b>VH</b> <b>JE/KB</b>	Report Verbal
4	Feedback from sub-groups/working groups a) Early Years/DSG b) High Needs	14.30 – 14.45	<b>PH</b> <b>PH</b>	Verbal Verbal
5	Items Requiring Decision a) Schools Block Funding Transfer 2021/22 Consultation b) School Funding Formula 2021/22 Consultation – Mobility c) De-delegation 2021/22 Consultation d) St Martin’s Diseconomies 2020/21	14.45 – 15.15	<b>GY</b> <b>GY</b> <b>GY</b> <b>GY</b>	Report Report Report Report
6	Information Items a) DSG Budget Monitoring Month 5 2020/21 b) DSG Deficit Recovery Plan Update c) Pupil Place Planning Update d) SEND Capital Development Spend	15.15 – 15.55	<b>GY</b> <b>GY</b> <b>DK</b> <b>VH</b>	Report Report Report Report

## SCHOOLS FORUM

OCTOBER 2020

### SEND: Phase Transfer - Young People in Education Post 16

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This information provides summary analysis of data in the educational placements of children and young people with SEND in Education post 16.

Phase transfer:

Year 11	142 pupils
Year 12	156 pupils
Year 13	133 pupils
Year 14	124 pupils

Those that are moving setting - 161

Year 11	58 pupils
Year 12	28 pupils
Year 13	24 pupils
Year 14	51 pupils

Hillingdon has seen an annual increase in the EHCP numbers rising to almost 538 as at Jan 2020, which is a 272 increase since Jan 2016. This represents a 49% increase in EHCP's which requires significant increased funding to support them.

The following table demonstrates the number of EHCP's as Hillingdon recorded on the SEN 2 annual survey from Jan 2016 to Jan 2020.

Table SEN 2 Survey EHCP by Age.

<b><u>EHC Plan Data</u></b>	<b><u>Jan 16</u></b>	<b><u>Jan 18</u></b>	<b><u>Jan 2019</u></b>	<b><u>Jan 2020</u></b>	<b><u>Variance from Jan 2016-2020</u></b>	<b><u>% variance</u></b>
16-19	263	393	447	597	<b>334</b>	<b>127%</b>
20-25	3	111	157	207	<b>204</b>	<b>-</b>

Part of this rapid increase in demand is felt to the extension of council responsibility for supporting young people with an EHCP from age 19 to age 25. Hillingdon see this as a positive move for young people and their families which they are keen to support. Hillingdon believes that all young people should have the right to access further education in an appropriate and supportive setting.

However, the extended responsibility has additional funding requirements. There has been a further increase in the cohort of post-16 SEN placements in 2019/20 putting additional pressure on the High Needs Block with the potential that placements for young people with SEN to be funded up to the age of 25

This is in line with the national trend which shows the increase in demand is likely to continue to increase as more pupils stay on in education beyond 19 under the new entitlement. Demand is projected to continue to increase in the next few years purely on this basis alone.

The Department for Education published their annual snapshot of statistics about Education, Health and Care Plans in England. The data was collected in January, and it mostly describes what happened in 2019. This data shows that since the introduction of EHC plans, the 16 to 19 age group had previously seen an increase from 1% of new plans (or statements) in 2014 to a peak of 6% in 2017.

The percentage of children and young people with an EHC plan who are aged 16-19 years old has subsequently increased year on year over the period from January 2014 (10%) to January 2018 (22%) before stabilising in recent years (January 2020, 21%). The percentage of young people aged 20-25 has similarly increased since the introduction of EHC plans in 2014, rising to 6% of all plans in 2020.

## Challenges

For a number of students this will be through continuing their studies in a special school or attending a supported course at one of the local maintained colleges. Hillingdon has established a good relationship with Uxbridge College and continues to develop its link with other colleges to ensure that, as far as possible, young people with SEN and Disabilities have a range of further education options open to them.

A new Sensory quiet area has been developed on the Uxbridge College Campus offering students with complex needs a place to go in order to limit or enhance their senses – giving a boost to their wellbeing and their capacity to learn.

However, for some young people who have more significant and profound SEN and/or Disabilities, currently the only option is to attend a specialist college (post 19).

The table below shows the special costs placements for this age group.

	<b>Post-16</b>		
	<b>IND</b>	<b>FE</b>	<b>Total</b>
<b>2016/17</b>	£943,101	£985,864	£1,928,965
<b>2019/20</b>	£972,114	£2,828,302	£3,800,416

We recognise that the post 16 EHC population will continue to grow as the successive cohorts move through into post 16. Hillingdon is looking at ways to effectively manage the financial impact of that growth. The local authority is undertaking a FE banding funding project to look at the way we commission FE providers and how the cost of this is established, and hence whether the current process encourages value for money.

A working group was established with Further Education providers represented so that they were engaged in the development phase and signed up to the principles of having in place a fair, transparent and evidence-based allocation of top up funding across all types of educational settings. Colleges engaged with the project are Uxbridge College; Ealing, Hammersmith and West London College; West Thames College; Berkshire College of Agriculture (BCA); Orchard Hill College.

It is recommended that there should be a ‘soft launch’ of the Education Banding Tool. This will enable the local authority to apply it to students who will be entering the 2021/22 academic year.

We are beginning to promote and foster routes to independence with employers, particularly utilising the council and other statutory partners as employers with whom to develop apprenticeships and supported internships for young people with SEND.

Hillingdon have established a supported internship with the council as a placement provider run in partnership with Orchard Hill College and HACs. The SEND Code of Practice outlines the need for young people to have coherent personalised learning programmes that offer breadth, depth and progression. The Local Authority is establishing more supported internships which will create work placements for young people with SEND to provide them with the skills and confidence they need to move into paid work. The Local authority recognised that we will have more young people 16-25 in Hillingdon who have recognised learning difficulties and disabilities and promoting supported internships and other preparation for employment activities which is a critical aspect of the SEND reforms.

The local authority is also working with families, young people and providers to challenge post-16 placements where young people are not progressing educationally, or are not on a pathway to increased independence, and where necessary to discontinue EHCPs.



# HILLINGDON

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## **Consultation Paper – October 2020**

### **Schools Block Funding Transfer 2021/22**

Target audience: Headteachers  
Governing Bodies  
Finance Officers  
Schools Forum  
Senior Managers

Deadline for responses: 30 November 2020

Queries on this consultation paper should be directed to:

**Graham Young**  
Lead Finance Business Partner (Schools/DSG)  
Tel: 01895 277687  
e-mail: [gyoung@hillingdon.gov.uk](mailto:gyoung@hillingdon.gov.uk)

Formal responses should be made by accessing the Google form via the following link;

[Response form](#)

## **1. Introduction**

- 1.1 2021/22 is the fourth year of the National Funding Formula (NFF) for schools. Whilst it remains the government's intention that a school's budget share should be set on the basis of a single national formula, local authorities will continue to determine final funding allocations for schools through a local formula in 2021/22. The expectation remains that a 'hard' NFF will be implemented at some point in the future.
- 1.2 Schools Forum are consulting with schools on;
  - a) A transfer of funds from the Schools Block to the High Needs Block to address continued pressures in the cost of High Needs.
- 1.3 Stakeholders are welcome to comment individually on any aspect of the proposals, or may wish to contribute to a sector specific response co-ordinated by Primary Forum, Hillingdon Association of Secondary Heads or other representation group.
- 1.4 The release of this paper allows just a short period of time for consultation with stakeholders (approximately 5 weeks) as responses will be required to be returned by midnight on 30 November 2020. Schools Forum will then review the responses when they meet on 10 December 2020.

## **2. Schools Block Funding**

- 2.1 Details of the Dedicated Schools Grant (DSG) funding for 2021/22 were announced at the end of July 2020, with the majority of local authorities set for significant increases in funding. Schools Block funding in 2021/22 is increasing by 4% overall, compared to 2020/21, with the funding floor allocating at least 2% more in pupil-led funding per pupil. Funding previously received through the Teachers' Pay Grant (TPG) and Teachers' Pension Employer Contribution Grants (TPECG), to mainstream schools for pupils from reception to year 11 will be allocated through the schools block by adding to schools' baselines by increasing the basic per pupil funding levels.
- 2.2 The impact of this for the Schools Block in Hillingdon, based on the illustrative unit funding rates, indicates a funding increase of £16,247k. If the funding increase is adjusted to take into account of the funding previously allocated through the Teachers Pay Grant and Teachers Pensions Grant allocations, the actual per pupil funding rate increase is estimated to be 2.6% for primary and 3.2% for secondary. Using these rates gives an estimated adjusted increase in total Schools Block funding of £6,704k (2.9%).

2.3 It is important to note that this additional funding does not include any adjustment for pupil demographic growth or shrinkage. In Hillingdon it is estimated the pupil growth in October 2020 will generate a further increase in Schools block funding of £3,500k, giving an adjusted increase of £10,204k.

2.4 The Schools Block will again be ring-fenced in 2021/22, but there will remain some flexibility to transfer funding. Local authorities may transfer up to 0.5% of schools block funding into another block, with the approval of their schools forum. Any requests to transfer above 0.5% require approval from the Secretary of State, regardless of any previously agreed transfer amounts. Where local authorities need to make any transfer for 2021/22, there must be new discussions with schools forum and consultation with schools. This includes cases where schools forums have agreed recovery plans, submitted to the department, assuming future year transfers. It is important that any consultation sets out the full amount of the proposed transfer, not just further transfers in addition to 0.5% or previous years' transfers.

### **3. High Needs Funding**

3.1 The DfE announced in July 2020 that High Needs funding would increase nationally by £730m in 2021/22. It was also confirmed that every local authority will receive an increase of at least 8% per head of population, compared to 2020/21, up to a maximum of 12%. The published illustrations indicate that Hillingdon will receive £4,326k of additional High Needs funding in 2021/22. £660 per pupil will be added to the basic entitlement factor within the High Needs NFF to cover the Teachers' pay and pensions funding. The local authority must allocate high needs funding to those maintained schools, academies and free schools to which it allocated Teachers' Pay Grant, Teachers' Pensions Employer Contribution Grant and Pensions Supplementary Fund monies in 2020/21. The amount of funding to be allocated must be both at a level no less than the amount per place those schools and academies received in 2020/21.

3.2 It is also estimated that there will be a further increase in High Needs block funding as a consequence of the growth in Special School pupils within Hillingdon. This increase in funding is estimated to be £500k based on assumed growth in pupils.

### **4. DSG Monitoring Position**

4.1 The latest 2020/21 monitoring position indicates that the DSG budget will overspend by £9,126k in 2020/21 resulting in a projected cumulative deficit on the DSG of £24,128k. It should be noted that the DSG budget for 20120/21 was set with a £7,175k deficit with the majority of the budget pressure being in

High Needs and this current position is a £1,951k increase in the budgeted deficit.

- 4.2 The projected 2020/21 position has been used to estimate the growth in the cost of High Needs placements for 2021/22. This indicates that without any transfer of funds from the Schools Block, taking into account the additional funding of £4,326k, less the specific funding for special schools for Teachers Pay and Pensions grant allocations of £640k, plus the estimated growth funding of £500k, the pressure on the DSG budget is estimated to be £6,454k in 2021/22.
- 4.3 This position assumes that the growth in the number of Education, Health and Care Plans increases at a projected rate of approx. 9%, which takes into account assumptions around the ceasing of current plans.
- 4.4 The Council therefore wish to consult with schools on a planned transfer of funding from the Schools Funding Block to the High Needs Funding Block, to enable the Council to address some of the continuing pressures in High Needs in 2021/22.
- 4.5 These funds are required to assist with supporting the significant on-going growth being experienced in Hillingdon in the number of Education, Health and Care Plans (EHCP) that have been issued and also to recognise the increase in the complexity of need that these children and pupils have.
- 4.6 The proposed transfer will not fully cover the projected high needs shortfall in 2021/22 as the guidance states that any block transfer cannot include the additional funding local authorities have been allocated for the teachers' pay and pension grants, thereby guaranteeing that all of this funding remains with schools.
- 4.7 The following proposals in relation to a Schools Block transfer are being consulted on, where it should be noted that the values are cumulative;
  - a) **No Schools Block transfer.**
  - b) **The transfer of the allowable 0.5% (approx. £1,191k), where this would result in £9,013k being retained in the Schools Block (in addition to the increases for TPG and TPECG),**
  - c) **The transfer of the maximum allowable, estimated to be an additional 1.8% (£4,264k), a total of £5,455k, in order to aid an in-year balanced High Needs budget for 2021/22 to be set, where this would result in £4,749k being retained in the Schools Block (in addition to the increases for TPG and TPECG).**



## **5. Modelling of the Financial Impact**

- 5.1 Modelling has been completed in order to determine the potential financial impact of each of the above proposals. The impact by school of each of the proposals are summarised in the attached Appendix A.
- 5.2 There are a few things to note when considering the results of this modelling;
  - a) The funding distribution is based on October 2019 pupil numbers, as we are still waiting on finalised numbers for 2020,
  - b) The Minimum Funding Guarantee (MFG) has been set at +0.5% (so each school will see a minimum 0.5% per pupil funding increase),
  - c) The modelling does not take into account the anticipated growth in Schools block due to pupil growth (as it uses October 2019 pupil numbers),
  - d) The modelling does not include the impact of the TPG and TPECG being included in the funding formula.

## **6. Appendices**

**Appendix A** – Financial modelling of the impact of the different proposed options for the school funding formula in 2021/22.



# HILLINGDON

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## Consultation Paper – October 2020

### Schools Funding Formula 2021/22

Target audience:   Headteachers  
                              Governing Bodies  
                              Finance Officers  
                              Schools Forum  
                              Senior Managers

Deadline for response: 30<sup>th</sup> November 2020

Queries on this consultation paper should be directed to:

<p><b>Graham Young</b> Lead Finance Business Partner (Schools/DSG) Tel: 01895 277687 e-mail: <a href="mailto:gyoung@hillington.gov.uk">gyoung@hillington.gov.uk</a></p>
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[Response form](#)

## 7. Introduction

1.1 The schools funding settlement for 2021/22 will be announced by the Secretary of State for Education in December 2020 and will be updated by using the October 2020 census pupil data. In the run up to this, the Department for Education (DfE) made a number of announcements in July 2020.

1.2 The key points in relation to the schools funding formula are as follows:

- The Government have confirmed that the move towards a hard National Funding Formula (NFF) will be further delayed in light of the need to focus efforts on meeting the challenges of COVID-19. Later this year, proposals will be put forward on the move to a 'hard' NFF in future, but this will not be implemented in 2021/22. There will be a consultation in the near future on the transition to NFF.
- The funding factors used in the 2021/22 national formulae remain the same.
- There has been an update to the Income Deprivation Affecting Children Index (IDACI) data used to determine deprivation funding with the incorporation of the 2019 update.
- Funding previously received through the Teachers' Pay Grant (TPG) and Teachers' Pension Employer Contribution Grants (TPECG), including the supplementary fund, to mainstream schools for pupils from reception to year 11 will be allocated through the schools NFF by adding to schools' baselines; by increasing the basic per pupil funding levels (Primary - £180/Secondary - £265).
- Minimum funding levels will be set for 2020/21 at £4,180 for Primary (from £3,750 in 2020/21) and £5,415 for Secondary (from £5,000 in 2020/21). This will continue to be a requirement within the Funding Formula.
- Schools Block funding is increasing by 4% overall, compared to 2020/21, with the funding floor allocating at least 2% more in pupil-led funding per pupil, and higher minimum per pupil funding levels directing further increases to the lowest funded schools.
- Local authorities must allocate at least 80% of the delegated schools block funding through pupil-led factors
- Local authorities have the freedom to set the Minimum Funding Guarantee (MFG) at between +0.5% and +2.0%.

- Schools Forum can agree a block transfer up to 0.5% of the Schools Block, anything above this will need Secretary of State approval, although such block transfers cannot include the additional funding local authorities have been allocated for the teachers' pay and pension grants, thereby guaranteeing that all of this funding remains with schools.
- 1.3 The local authority is required to consult with the Schools Forum annually on any proposed amendments to the School Funding Formula
  - 1.4 This paper is being circulated widely to encourage engagement with schools and other stakeholders, in order to assist Schools Forum in making a final decision on the schools funding formula, prior to submitting the required details to the DfE in January 2020, who will advise on the suitability of the proposed funding formula.
  - 1.5 The release of this paper allows just a short period of time for consultation with stakeholders (approximately 5 weeks) as responses will be required to be returned by midnight on 30 November 2020. Schools Forum will then review the responses when they meet on 10 December 2020 before finalising the school funding formula at the January Schools Forum meeting.

## **School Funding Formula**

- 2.1 2020/21 is the fourth year of the National Funding Formula (NFF) for schools. Whilst it remains the government's intention that a school's budget share should be set on the basis of a single national formula, local authorities will continue to determine final funding allocations for schools through a local formula in 2021/22. The expectation remains that a 'hard' NFF will be implemented at some point in the future.
- 2.2 A key design principle of the NFF is that it maximises the proportion of funding allocated to pupil-led factors. This is to ensure that as much funding as possible is distributed in relation to pupils and their characteristics.
- 2.3 In July 2020, the DfE published illustrative schools block funding figures for 2021/22. The indicative DSG Budget for 2021/22 confirms that the Schools Funding Block for Hillingdon will increase by £16,247k (though this includes funding previously received through the Teachers' Pay and Teachers' Employer Contribution grants). The expectation is that there will be a further £3,500k as a consequence of pupil growth.
- 2.4 One of the areas that the local authority and Schools Forum are required to consult on each year is any proposed changes to the local funding formula. For 2021/22, Schools Forum has decided that the only proposed changes to the formula are in relation to the distribution of Mobility funding.

## **8. Mobility**

- 3.1 The mobility factor allocates funding to schools with a high proportion of pupils with an entry date in the last three years which is not typical. (For year groups 1 to 11, 'typical' means that the first census on which a pupil is recorded as attending the school (or its predecessors) is the October census. 'Not typical' means that the first census a pupil is recorded as attending the school is a January or May census. For the reception year, 'typical' means the first census is October or January).
- 3.2 Rather than relying on a single census, this mobility methodology, introduced last year, involves tracking individual pupils using their unique pupil ID through censuses from the past 3 years. If the first census when the pupil was in the school was a spring or summer census, they are a mobile pupil. This excludes reception pupils who start in January. This methodology also excludes pupils who joined in the summer term after the summer census, or pupils who joined in October before the autumn census.
- 3.3 To be eligible for mobility funding, the proportion of mobile pupils a school must be above the threshold of 6%. The DfE allocates a per-pupil amount to all mobile pupils above that threshold. The DfE has published the NFF factor values for mobility as part of the 2021/22 NFF publication (Primary - £988.20, Secondary - £1,416.42).

- 3.4 In Hillingdon, 41 schools now attract an element of mobility funding, though in some cases the actual level of funding is low. The NFF rates for mobility are higher than the LBH formula and Schools Forum, recognising that having a mobile pupil population does incur additional costs, consider that this could be a factor that could be changed in order to allocate more funding to those schools with a high mobility.
- 3.5 The financial impact of this change has been modelled using pupil data from 2020/21 and is detailed in the table overleaf. As can be seen the overall impact is a £72k increase in the mobility funding distributed to the 41 schools. This increase in funding would be met through a similar reduction in the Age Weighted Pupil Unit (AWPU) rates (as this is the factor that is used as a balancing figure in the LBH formula).
- 3.6 Whilst the overall financial impact is minimal, it will have some impact on an individual school level as indicated in the summary table.
- 2.5 The consultation is therefore asking stakeholders for views on the following options:
- a) **To retain the mobility factor rates at the 2020/21 values (Primary - £832, Secondary - £1,248)**
  - b) **To increase the Mobility factor rates in line with the National Funding Formula (Primary - £988.20, Secondary - £1,416.42).**

School Name	LBH Rates	NFF Rates	Difference
Wood End Park Academy	28,998	34,442	5,444
Hewens College	33,546	38,073	4,527
William Byrd Primary Academy	22,447	26,662	4,214
West Drayton Academy	19,086	22,669	3,583
Pinkwell Primary School	17,605	20,910	3,305
Laurel Lane Primary School	16,623	19,744	3,121
Oak Wood School	22,666	25,725	3,059
Bishop Winnington-Ingram CofE Primary School	15,991	18,993	3,002
Harlyn Primary School	15,558	18,479	2,921
Grange Park Junior School	12,963	15,396	2,434
Hermitage Primary School	12,944	15,374	2,430
Lake Farm Park Academy	12,472	14,814	2,342
Hewens Primary School	11,896	14,129	2,233
Harlington School	16,074	18,243	2,169
Colham Manor Primary School	11,315	13,440	2,124

Rosedale College	14,876	16,884	2,008
Belmore Primary Academy	10,267	12,194	1,928
Rosedale Primary School	10,250	12,175	1,924
Glebe Primary School	10,134	12,036	1,903
Nanaksar Primary School	9,185	10,910	1,724
Rabbsfarm Primary School	9,067	10,770	1,702
Whitehall Junior School	8,070	9,586	1,515
Brookside Primary School	7,954	9,447	1,493
Ryefield Primary School	7,442	8,839	1,397
Highfield Primary School	6,822	8,103	1,281
Charville Academy	6,107	7,253	1,147
St Matthew's CofE Primary School	5,774	6,858	1,084
John Locke Academy	4,069	4,833	764
Cowley St Laurence CofE Primary School	4,027	4,783	756
Minet Junior School	3,827	4,546	719
Barnhill Community High School	4,504	5,112	608
Deanesfield Primary School	2,912	3,459	547
Heathrow Primary School	2,413	2,866	453
Cherry Lane Primary School	2,283	2,712	429
St Martin's Church of England Primary School	2,135	2,536	401
Ruislip Gardens Primary School	1,281	1,522	241
The Harefield Academy	1,398	1,586	189
Lady Bankes Junior School	948	1,127	178
Cranford Park Academy	902	1,071	169
St Andrew's CofE Primary School	849	1,008	159
Harmondsworth Primary School	349	415	66
<b>Total</b>	<b>408,032</b>	<b>479,723</b>	<b>71,691</b>



# HILLINGDON

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## Consultation Paper – October 2020

### De-delegation 2021/22

Target audience: Headteachers (maintained schools)  
Governing Bodies (maintained schools)  
Finance Officers (maintained schools)  
Schools Forum  
Senior Managers

Deadline for response: 30<sup>th</sup> November 2020

Queries on this consultation paper should be directed to:

<p><b>Graham Young</b> Lead Finance Business Partner (Schools/DSG) Tel: 01895 277687 e-mail: <a href="mailto:gyoung@hillington.gov.uk">gyoung@hillington.gov.uk</a></p>
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Formal responses should be made by accessing the Google form via the following link;

[Response form](#)



## **9. Introduction**

- 1.1 The Department for Education (DfE) requires local authorities to consult with primary and secondary LA maintained schools every year about the de-delegation of a number of central budgets. De-delegated funds are a deduction from a school's budget share and are held centrally to fund relevant services and can only apply to maintained primary and secondary school budgets.
- 1.2 Decisions on de-delegation have to be taken by Schools Forum and will be taken separately in respect of maintained primary and maintained secondary schools and in each case the decision requires the agreement of a majority of the maintained representatives for the relevant phase on the Schools Forum.
- 1.3 For all these budgets, the total amount de-delegated depends on the number of LA maintained schools in Hillingdon, and how many pupils they have on roll.

## **10. Trade Union Duties Staff Supply Cover**

- 2.1 Staff costs for trade union duties funds the salaries of officials of the various unions representing staff in schools. All schools and academies within Hillingdon are part of a Trade Union Recognition Agreement (TURA), and as such have a responsibility to provide facility time to union representatives. Under a Facilities Time arrangement, local secretaries are nominated and if de-delegation is agreed, time is paid for out of a centrally managed fund.
- 2.2 If the trade union facilities arrangements are not managed this way then schools would need to make local plans to cover the costs of trade union facilities directly from their budgets. The benefits of de-delegation is that it is a more efficient and cost effective way of managing facilities time with schools able to pool resources to cover the cost in a way that avoids costs falling unpredictably or unevenly across schools.
- 2.3 The proposal is that funding for this is de-delegated again in 2021/22. The financial impact of this for maintained schools is £2.19 per pupil (in line with previous years). The budget is supplemented by income from a traded service that enables academies to contribute to these costs as the local authority is not able to de-delegate from academy schools.

## **11. Teacher Pensions Administration**

- 3.1 Following the removal of the Education Services Grant (ESG) from 1 September 2017, local authorities needed to agree with maintained schools whether they wished funding to be retained to fund the continuation of services previously funded by the ESG with the mechanism for this through de-delegation.
- 3.2 Following consultation with all maintained schools in January 2017, Schools Forum agreed that funding should be de-delegated for Teachers Pensions Administration. The proposal is that this de-delegation continues in 2021/22 with the financial impact of this being £1.27 per pupil (this is a 2.75% increase on 2020/21 to reflect the support staff pay award).
- 3.3 This reflects a contribution to the cost of the post responsible for the maintenance and reconciliation of Teachers Pensions payments, the identification and follow-up of any queries with schools and payroll providers and the payment of deductions to the Teachers Pensions Agency.
- 3.4 Should this proposal not be supported by schools and Schools Forum do not agree to de-delegate, schools will be required to deal with any queries that the Council receives from Teachers' Pensions, as the Council will no longer be able to liaise directly with the Payroll provider.

## DSG Budget Monitoring Month 5 2020/21

### Dedicated Schools Grant (£9,126k overspend, £25k adverse)

- The Dedicated Schools Grant (DSG) monitoring position is an in-year overspend of £9,126k at month 5, this is an increase of £1,951k on the budgeted deficit of £7,175k and an adverse movement of £25k on the month 4 position. This overspend is due to ongoing pressures in the cost of High Needs placements, where significant growth continues. The budget for High Needs was increased for 2020/21 to take account of projected growth, but the recent publication of the SEN2 data indicates that growth in EHCPs in the past academic year has been significantly higher (17.5% vs 8.7% nationally). When the £15,002k deficit brought forward from 2019/20 is taken into account, the cumulative deficit carry forward to 2021/22 is £24,128k.

**Table: DSG Income and Expenditure 2020/21**

Original Budget	Budget Changes	Funding Block	Month 5		Variance		
			Revised Budget	Forecast Outturn	Variance (As at Month 5)	Variance (As at Month 4)	Change from Month 4
			£'000	£'000	£'000	£'000	£'000
(296,926)	171	<b>Dedicated Schools Grant Income</b>	(296,755)	(296,755)	0	0	0
231,400	(28)	<b>Schools Block</b>	231,372	231,303	(69)	(69)	0
25,401	0	<b>Early Years Block</b>	25,401	25,401	0	0	0
3,270	0	<b>Central Schools Services Block</b>	3,270	3,308	38	33	5
44,030	(143)	<b>High Needs Block</b>	43,887	45,869	1,982	1,962	20
<b>7,175</b>	<b>0</b>	<b>Total Funding Blocks</b>	<b>7,175</b>	<b>9,126</b>	<b>1,951</b>	<b>1,926</b>	<b>25</b>
		Balance Brought Forward 1 April 2020	15,002	15,002			
		<b>Balance Carried Forward 31 March 2021</b>	<b>22,177</b>	<b>24,128</b>			

### Dedicated Schools Grant Income (nil variance, no change)

- The DSG has been adjusted to reflect the actual uptake of the free entitlement for eligible two, three and four year olds. This adjustment was based on the January 2020 census and includes a retrospective change to the 2019/20 funding, as well as a recalculation of the 2020/21 Early Years block funding. There has also been an amendment to the High Needs block allocation following confirmation of the import/export adjustment for 2020/21 which updates funding to reflect the local authority in which pupils with SEND are resident.

### **Schools Block (£69k underspend, no change)**

3. The Schools Block includes all funding paid directly to mainstream schools as part of their delegated budget share, including the funding recouped by the ESFA and paid to mainstream academies. There is also a growth contingency fund which is funded from the Schools Block. Schools that are expanding, in agreement with the local authority, to meet basic need pupil population growth, receive additional funding to provide financial recompense throughout the relevant financial year to cover the cost of this agreed and planned growth.
4. Schools Forum took the decision to withhold growth contingency allocations for one school due to insufficient projected pupil growth in September 2020 and therefore there will be an underspend relating to this allocation. The growth contingency policy has been amended for 2020/21 in order address the growth in secondary pupils. Schools will be funded for any Year 7 pupils which are above the Published Admission Number (PAN). £480k was set aside for this purpose, with the actual funding requirement will not be known until actual numbers on roll are confirmed.
5. The growth contingency also funds diseconomies of scale funding for new basic need academy schools and officers are still waiting on further details from one school on the level of diseconomies of scale funding that is being requested, which could affect the position further.

### **Early Years Block (nil variance, no change)**

6. The process for determining early years funding allocations for local authorities is to take an annual census count of the number of hours taken up by children each January. The rationale is that this is the mid-point of the academic year and therefore balances the lower numbers eligible for the free entitlements in the autumn term and the higher numbers in the summer term. The DfE recognises that, given COVID-19, the number of children accessing childcare may not have returned to normal levels by January 2021. Therefore the final funding allocation to local authorities for the 2020 autumn term will be based on the January 2020 census count.
7. From the start of the autumn term 2020, the guidance is for local authorities to continue to fund providers which are open at broadly the levels they would have expected to see in the 2020 autumn term had there been no COVID-19 outbreak. Providers which have been advised to close, or left with no option but to close, due to public health reasons should also be funded as normal. Providers which are closed, without public health reason, should not receive funding. Officers are currently reviewing the number of providers planning to open from September and will adjust payments accordingly. The financial impact of this will be known in more detail in the coming months.

### **Central School Services Block (£38k overspend, £5k adverse)**

8. The published DSG budget allocations confirmed a 20% decrease in the Central School Services Block provided for historic commitments. This resulted in a £265k reduction in funding, though this was partly off-set by £51k of additional funding for pupil growth. This reduction in funding resulted in a budget shortfall for the services funded by the

9. Central School Services block adding to the pressure which has led to an overall deficit DSG being agreed for 2020/21.
10. At month 5 the Central School Services block is projecting a £38k pressure predominantly due the additional cost of maternity cover in the School Placement and Admissions.

### **High Needs Block (£1,982k overspend, £20k adverse)**

11. There continues to be significant pressure in the High Needs Block in 2020/21, with an overspend of £1,982k being projected at month 5. The growth in the number of pupils with an EHCP continued throughout 2019/20 with the recently published SEN2 data indicating that growth in Hillingdon in the past academic year has been 17.5% compared with 8.7% nationally.
12. The current academic year has seen a further increase in the number of in-borough special schools that are now over their commissioned place number. Where a special school is over its planned place number there is a requirement to fund for the additional places plus the agreed top-up funding which is placing additional pressure on the High Needs block.
13. Due to a continuing lack of capacity in-borough and across other local authority provision, there is a requirement to place pupils in more costly school placements, with an increase in the number of children that commenced new placements in Independent special schools in the current academic year. This is resulting in significant additional pressure on the High Needs block. There is an expectation that this will become the only route that the Council will be able to take until more provision is created locally.
14. There was a further increase in the cohort of post-16 SEN placements in 2019/20 and this has put additional pressure on the 2020/21 High Needs budgets with the potential that placements for young people with SEN can continue to be funded up to the age of 25.
15. In addition to the cost of pupils with an EHCP, the High Needs Block is now funding Early Support Funding (ESF) as an alternative to the allocation of statutory funding for children with SEN who experience significant barriers to learning. This funding allows schools to access funding quicker to enable them to intervene early and have the greatest impact. Whilst the expectation is that this might reduce total costs in the long-term, we are yet to see the financial impact of this.

### **Maintained School Balances & Budgets**

16. Maintained schools ended the 2019/20 financial year with a cumulative closing surplus balance of £10.7m (£10.0m revenue and £0.7m capital). This was a £1.6m decrease from the previous year total. Despite the relatively healthy total balance, there is a wide spread across individual school balances, with a number of schools having low balances that are expected to experience financial difficulties in 2020/21 due to reductions in pupil numbers and historically funding not keeping up with actual year-on-year increases in costs.
17. A review of the balances at the end of the 2019/20 financial year identified five schools which ended the year in deficit. Additionally 36 schools (66.7%) had an in year

deficit. Any schools that fall into deficit are subject to more focused monthly monitoring by LA officers to ensure that everything possible is being done to address the situation.

18. The table below provides an update on the financial position of schools maintained by the Council (this excludes academy schools), based on school outturns for 2018/19 and 2019/20;

School Type	Total Number of Schools	Number of Schools In Deficit 2019/20	Value of Deficit 2019/20 £000	Number of Schools In Deficit 2018/19	Value of Deficit 2018/19 £000
Nursery	1	0	0	0	0
Primary	49	4	168	1	13
Secondary	2	1	3,466	1	3,233
Special	2	0	0	0	0
<b>Total</b>	<b>54</b>	<b>5</b>	<b>3,634</b>	<b>2</b>	<b>3,246</b>

19. It is known that 6 academy schools out of a total of 45 schools are also in deficit as at 31 August 2019. This is the same number of academy schools which were in deficit in the previous year. Additionally, 21 academy schools had an in year deficit.
20. Following analysis of the initial 2020/21 budgets for maintained schools, 22 schools (40.7%) were classified as having a red RAG rating. 5 (9.3%) of these schools have been unable to set a balanced budget and have therefore have requested approval from the local authority to license a deficit budget (a report has been drafted for the September Cabinet meeting). The total cumulative deficit of these 5 schools is £3.8m, with the majority of this relating to one school.
21. In addition a further 32 (59.3%) schools have set a budget with an in-year deficit, therefore relying on reserves to balance the budget. Furthermore, there are a number of schools which are of concern as they are projecting to be in deficit by the end of 2021/22. Based on the budget plans, schools are projecting a £3.0m (30%) reduction in revenue balances in 2020/21. However, this is a similar to previous years, where schools projected a significant reduction in balances, but the overall outturn position did not reflect this. In 2019/20 total school revenue balances were budgeted to reduce from £11.1m to £5.2m, however the outturn position was £10.0m.
22. The table below summarises the budgeted position for maintained schools in 2020/21.

School Type	Total Number of Schools	Value of Balances 01/04/2020 £000	Budgeted Balances 31/03/2021 £000	In-year Movement 2020/21 £000
Nursery	1	68	9	(59)
Primary	49	10,672	7,415	(3,257)
Secondary	2	(3,051)	(2,798)	253
Special	2	2,330	2,393	63
<b>Total</b>	<b>54</b>	<b>10,019</b>	<b>7,019</b>	<b>(3,000)</b>

23. The Schools Finance Team will continue to work with schools to closely monitor and support those that are a cause for concern in relation to their financial position. Members and Schools Forum will be updated with the concerns regarding the future of schools budgets and officers will continue to engage with the schools and members of Schools Forum in the coming months in order to encourage that they think about ways that the situation could be addressed.

### **School Academy Conversions**

24. The Academies Act 2010, allows schools to convert to academy status and by doing so will receive funding directly from the Education & Skills Funding Agency (ESFA). Schools can convert at any point in the year, once they have converted, a number of adjustments are required to realign the DSG income budget and the amount delegated to maintained schools.
25. The local authority has not been made aware of any academy conversions planned for the current financial year. In Hillingdon the last time that a school converted to an academy was in September 2017, when two schools converted.

### **COVID-19 - Financial Impact on Schools**

26. Some schools have indicated budget pressures as a consequence of additional costs in relation to COVID-19. Whilst there is the opportunity for schools to claim for exceptional costs, the categories of expenditure are very specific (increased premises costs, support for free school meals for eligible children who are not attending school and additional cleaning) and the guidance indicates that schools with reserves are unlikely to be eligible for funding.
27. The DfE has confirmed that there will be no opportunity for schools to claim for exceptional costs incurred as a result of COVID since September. The expectation is that these costs should be met from existing school funding.
28. The impact of COVID-19 on income generation has also been significant for some schools. A number of schools generate significant levels of additional income from private sources for letting the premises and COVID-19 has resulted in a temporary stop on all such activities. The DfE has confirmed that there will be no additional funding in relation to this and therefore this lost revenue will create an additional pressure on school budgets.
29. The DfE has confirmed that the £650m universal catch-up premium funding will be paid directly to schools on a per pupil basis. Mainstream schools will receive £80 per pupil, with Special Schools receiving £240 per place. Schools will have flexibility to use this funding which should be used for specific activities to support pupils to catch up for lost teaching over the previous months. In addition, schools will be able to access £350m of funding through a National Tutoring Programme to provide additional targeted support for those children and young people who need the most help.



## **DSG Deficit Recovery Plan Update**

### **1. Introduction**

The Dedicated Schools Grant (DSG) Conditions of Grant 2020/21 requires that any local authority with an overall deficit on its DSG account at the end of 2019/20 financial year, or whose DSG surplus has substantially reduced during the year, must be able to present a plan to the Department for Education (DfE) for managing their future DSG spend. The plan should be shown to Schools Forum and should be kept regularly updated throughout the year to reflect the most recent forecast position and be viewed as an on-going live document.

### **2. Background**

To help local authorities meet the requirement, the DfE have devised a management plan template with an emphasis on enabling authorities to formulate and present DSG management plans in a format that allows a focus of attention on comparison of high needs provision against spend. The template was developed in partnership with local authorities and other stakeholders, including 57 LA officers.

Local authorities are encouraged to use the template as a planning tool and to assist with discussing and sharing complex funding information in a simple way with internal and external bodies, parent and carer forums and elected members. The expectation is that the plan will be updated and presented at schools forum meetings and any high needs sub-groups regularly, and at least on a termly basis.

The Hillingdon recovery plan will build on the version previously submitted with work currently ongoing to identify and develop areas of possible cost reductions, particularly within High Needs with the aim of managing the in-year DSG position.

The template requires a substantial amount of narrative along with extensive financial modelling and SEN data projections to illustrate the impact of any proposed strategies for managing the pressures.

The tool includes a function to compare data on SEN numbers and high needs funding and expenditure between various local authorities, taken from the high needs benchmarking tool. This will hopefully enable comparisons against statistical neighbours and national averages, whilst providing a consistent reporting format to help authorities share best practice and initiatives.

The guidance indicates that authorities should aim to present the first version of the plan to the schools forum in time for its budget planning discussions for 2021/22. Officers are currently working on populating the template and the

plan is to present a first draft at the Schools Forum meeting on 10<sup>th</sup> December 2020.

The DfE has confirmed that they will shortly be in touch with those local authorities to which they wish to offer discussions during 2020/21 regarding their DSG deficits, which officers are assuming will include Hillingdon.

## **SCHOOLS FORUM MEETING OCTOBER 2020**

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### **School expansions, growth, capital investment and planning extra SEND provision**

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#### **Purpose**

- 1.1 This paper provides Schools Forum members with an update on school expansions, actual rolls growth, capital investment and extra SEND provision, as requested by the DSG Monitoring sub-group. There are complex factors involved.

#### **Context**

- 1.2 The Council as a local Authority has a statutory duty to provide sufficient school places for every resident pupil, and this aligns with the duties to promote high standards of education and fair access to education.
- 1.3 In practice most places are filled on National Offer Day (NOD) through parental preferences in Reception, Year 7 and Year 3 for Junior schools. The borough has significant housing development and migration so rolls rise throughout the school year, and the sufficiency duty still applies. Parents can apply to any school but each admissions authority sets their own criteria for oversubscription. Of the 70 Primary schools, 32 (46%) come under the LA admissions criteria, the other 54% and all the 18 secondary schools and 4 studio Colleges and UTCs each set their own. They are broadly similar but the differences impact on parental access to choice of places in some areas.

#### **Primary school projections and growth in pupil numbers**

- 1.4 From 2010 the rising birth rate and migration led to huge increases in primary numbers across London, mainly from Reception upwards. From 2016 the birth rate stabilised and growth was only through migration, and into various year groups from other London, UK areas or abroad. Hillingdon projections were updated in 2019 and again in 2020, both indicating gradual declining rolls.

#### **Table 1 Hillingdon Primary Schools Demand - Total and Reception Rolls & Projections**

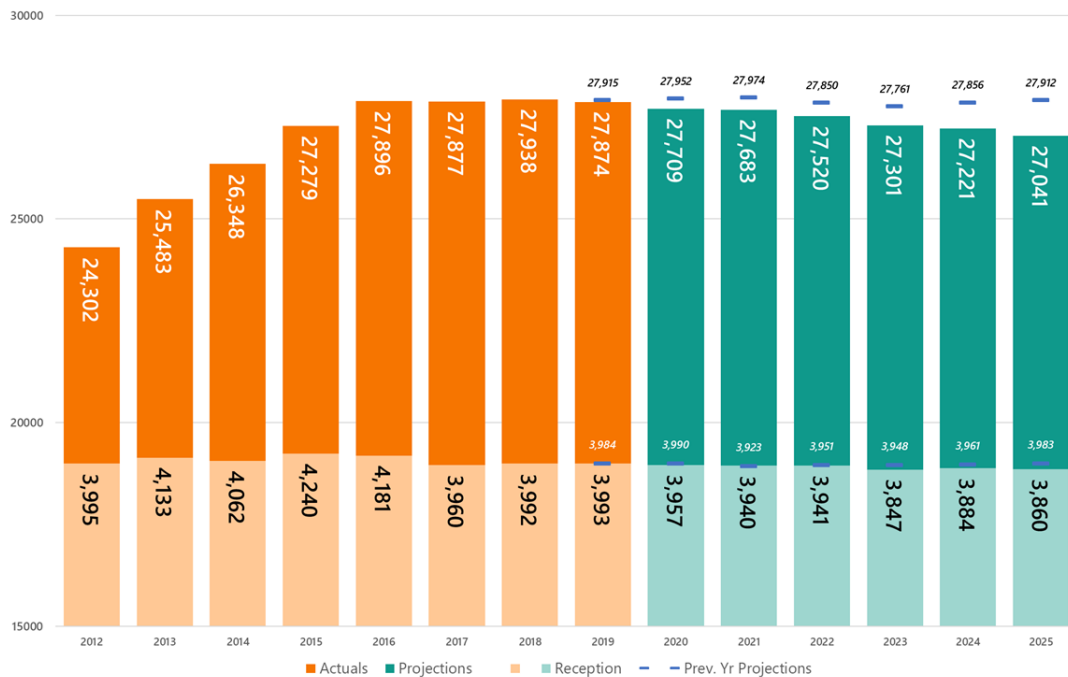


Figure in white is the 2020 projected figure.

- 1.5 However, the 2019 Reception was slightly above both the 2019 and 2020 Projections. Soon we will be able to see the size of the cohort in Year 1 in October 2020. The 2020 Reception NOD total was 3,893, below projections but had risen by August to 3,948, just 42 pupils under the projection.

### Expanding Primary Schools to meet demand

- 1.6 School place planning is dynamic and forecasting is not an exact science, since it assumes each place is equally accessible and desirable, not true in such a large diverse borough. The school estate must respond to changing needs and circumstances with limited agility due to site constraints and the three year lag from decision to completion of new buildings. Parents choose schools for personal reasons or influences, including results, Ofsted reports, after-school care, proximity to parents work. External factors affect school rolls such as housing developments and costs and the uncertainty caused by Heathrow expansion plans.
- 1.7 The Local Authority reviewed primary school buildings, demand and projections and started an ambitious capacity expansion programme with several overlapping aims:
- To ensure the council would always meet the duty to provide sufficient school places for residents
  - To ensure places would be available in each neighbourhood, primary planning area and meet pressures of migration and new house building across the borough.
  - To improve the quality of school buildings and facilities and remove temporary buildings.
  - To ensure buildings were high quality and equipped to support school improvement, aiming that all children in the borough access schools and settings

that are judged to be at least 'good' and constantly aspiring to improve to become (and remain) 'outstanding'.

- Opportunities were taken to increase 1FE schools to 2FE to improve their resilience and financial viability (especially if they have low pupil premium). This includes 2FE separate infant and junior schools - each are 1FE size.
- 1.8 All the changes made each year 2010-2020 to Reception or Year 7 are shown in the table appended in landscape (which also notes the current year group each change cohort is in now.) Some were permanent expansions, repeating with each year's intake, others were bulge classes for just one larger year group moving up the school within existing accommodation. The table highlights that in addition to planned expansions by the LA, some Academies and Foundation Schools also proposed and succeeded, in making reductions to their PANs in the same period; and a few made their own expansions.
- 1.9 Primary surplus places have grown since 2018, to 13.9%, but are unevenly distributed across schools or year groups (if they were, all classes would be at 26). Neither are they concentrated only in those schools that expanded. However, in practice schools are utilising many of the spare rooms. Most primary pupils go to a local school within two miles of home but parental choice and housing developments have led to some choosing to travel further.
- 1.10 To date, the School Expansions Capital Programme revised budget is £53,602k for the period up to 2024/25 including prior years, comprising £16,399k for new primary school expansions and £26,439k for secondary school expansions. Additionally, £6,650k has been included within the programme for the provision of temporary classrooms as and when required. This does not include the schools expanded, or due to be, by DfE directly as Free schools or through the Priority Schools Building Programme and those costs are not known.

### **Planning extra provision for pupils with additional needs**

- 1.11 Since 2016 demand for specialist provision has risen, with growth in the number of pupils with EHCPs and on SEN Support. The Council agreed with schools, Trusts and the DfE to commission 273 new places in planned expansions of special schools including three free schools - by 2023/24 a 27% rise on current places.
- 1.12 There has also been significant expansion of Specialist Resourced Places for pupils, since many pupils benefit from being integrated for most of the day within a mainstream school, but require some specialist support in a separate base.
- 1.13 Currently officers from place planning and SEND are working closely to plan the best means of meeting increasing demand for specialist places and utilising the existing school estate. This now includes considering if there is scope to adapt and separate any discrete blocks of surplus primary school places, considering pupil needs and the views of schools, and DfE.

### **Secondary Growth**

- 1.14 There are 18 secondary schools with Year 7 intake. Rolls began to rise more rapidly in 2017. From 2018 extra temporary Year 7 places were needed to meet the pattern of

pupil preferences and geography, as most schools were filled by preferences, limiting scope for offers to pupils of a school within 3 miles/75 minutes guidelines. Most schools are 6-8FE but range from 3FE to 10FE. From 2020 the Growth Contingency Policy was amended and extra bulge places were commissioned and funded by the Local authority; selecting the minimum necessary, following discussions with schools. Permanent expansions are planned to create 7.5FE of permanent places, now expected for 2023, subject to securing planning permission. Meanwhile extra temporary classes will be agreed with schools to meet rising demand, possibly some in new demountable units.

**Table 2 Hillingdon Secondary Schools Demand - Total and Reception Rolls & Projections**

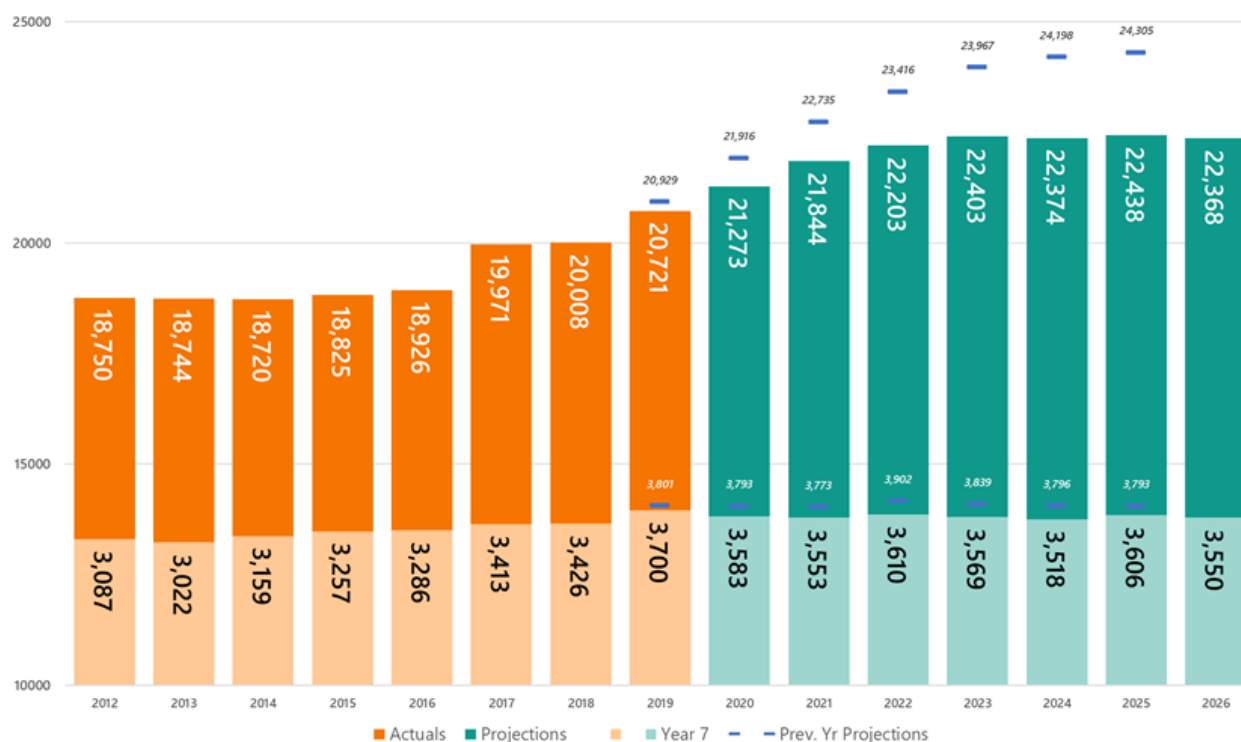


Figure in white is the 2020 projected figure.

## SCHOOLS FORUM MEETING OCTOBER 2020 SEND Capital Development Spend

### 1. Purpose

1.1 The following paper provides Schools Forum members with an update on plans on SEND capital development spend in relation to the SEND Capital Expansion Grant.

### 2. Context

- 2.1 The need for additional capacity to meet the needs of children and young people with SEND is under continued consideration within the review of the Local Authority's SEND Sufficiency Strategy Group (formally Additional Needs Strategy).
- 2.2 As previously reported, this activity is being aligned to the development of a plan to utilise capital funding which is being made available by the Department for Education (DfE) to improve and increase SEND provision.
- 2.3 Hillingdon was originally allocated £3,594k for the Special Provision Capital Fund and this includes a £678k top up which was confirmed in May 2018. The DfE in December 2018 announced that it will make an additional £100m top up to the Special Provision Capital Fund for local authorities in 2019/20. This funding is for places needed up to 2021 and the specific amount for each local authority has now been published, with Hillingdon receiving a further top up of £1,356k, bringing the overall total allocation to £4,950k.
- 2.4 To access the funding, the DfE previously required SEND Capital Plans to be reviewed and re-published by 31st May 2019. This was actioned via the Hillingdon SEND Capital Provision Plan in 2019 to reflect needs and pressure in the system. In April 2020, the DfE cancelled the requirement to submit annual plans and released all remaining funds to LAs, so long as they were spent on the general aims of improving SEND facilities and expanding the number of places particularly to reduce the pressure on the high needs budget. There is currently £3,015k remaining for Hillingdon to firm up plans to best meet needs.

**SEND  
CAPITAL  
EXPANSION  
GRANT**

<b>Project</b>	<b>Expected Completion Date</b>	<b>Cost/Allocated funding</b>	<b>Status</b>	<b>Notes</b>
Expansion of Hedgewood Special School +25-30 places	September 2020	£551,000	completed	School also contributed £83,500
Expansion of Moorcroft Special School +10 places	September 2021	£250,000	in progress	
Creation of 2 x SRPs (ASD & PD) at Ruslip High School +30 places	September 2021	£1,076,000	in progress	
Creation of 2 x Satellite Hubs of Meadow Special School +60 places	September 2021	N/A	no longer pursuing	
Creation of low arousal/sensory space at Uxbridge College to enable attendance of more complex learners	September 2020	£40,000	completed	College contributing £10,000
Harlington FF&E (will create 15 spaces ASD SRP)	September 2023	£18,425		
<b>Total amount of committed funding:</b>		<b>£1,935,425</b>		
<b>Remaining funding available:</b>		<b>£3,014,575</b>		

# HILLINGDON SCHOOLS FORUM

Minutes of the meeting held on Wednesday 21 October 2020 at 2pm via videoconferencing

## Voting members

NAME	ORGANISATION	ATTENDANCE	TERM ENDS
<b>Maintained Nursery (1)</b>			
Ludmila Morris	McMillan Early Childhood Centre	PRESENT	Sep 2024
<b>Maintained Primary - Schools (4)</b>			
Rachel Anderson	Dr Triplett's School	PRESENT	Sep 2023
Duncan Greig	Breakspear Primary School	PRESENT	Sep 2021
Kris O'Sullivan	Deanesfield Primary School	PRESENT	Sep 2024
Carly Rissen	Colham Manor	PRESENT	Sep 2024
<b>Maintained Primary - Governors (4)</b>			
John Buckingham	Glebe Primary School	PRESENT	Sep 2024
Jim Edgecombe (CHAIR)	Whiteheath Junior School	PRESENT	Sep 2024
Tony Eginton	Minet Nursery & Infant School and Hillside Junior School	PRESENT	Sep 2024
Phil Haigh	Cherry Lane Primary School & Meadow High School	PRESENT	Sep 2024
<b>Maintained Secondary (1)</b>			
Liz Horrigan	Harlington School	APOLOGIES	Sep 2021
<b>Maintained Special (1)</b>			
John Goddard	Hedgewood School	PRESENT	Sep 2022
<b>Academies (9)</b>			
Aftab Ahmed	Guru Nanak Sikh Academy	PRESENT	Sep 2023
Tracey Hemming	Middlesex Learning Partnership	PRESENT	Sep 2024
Nicola Kelly	Charville	APOLOGIES	Sep 2024
Helen Manwaring	Swakeleys School	ABSENT	Sep 2022
Catherine Mosdell	Frays Academy Trust	PRESENT	Sep 2023
David Patterson	Queensmead School	PRESENT	Sep 2023
Colin Tucker	Ryefield	PRESENT	Sep 2024
Sandra Voisey	Laurel Lane Primary School	PRESENT	Sep 2023
(vacant)			
<b>Special Academies (1)</b>			
Sudhi Pathak	Eden Academy Trust	PRESENT	Sep 2021
<b>Alternative provision (1)</b>			
Laurie Cornwell	The Skills Hub	APOLOGIES	Sep 2024
<b>Private Voluntary &amp; Independent Early Years Providers (2)</b>			
Elaine Caffary	4 Street Nursery	APOLOGIES	Sep 2024
(vacant)			
<b>14-19 Partnership (1)</b>			
(vacant)			

## Other attendees (non-voting)

<b>Independent Non-Maintained Special School</b>			
Debbie Gilder	Pield Heath School		PRESENT
<b>Shadow Representative (Maintained Primary - Schools)</b>			
Rachel Blake	Whiteheath Infant School		NOT REQUIRED
Eleesa Dowding	Harmondsworth		NOT REQUIRED
<b>Shadow Representative (Maintained Primary - Governor)</b>			
Jo Palmer	Hillside Infant School and Hillside Junior School		NOT REQUIRED
Graham Wells	Colham Manor Primary School		NOT REQUIRED
<b>Local Authority Officers</b>			
Kate Boulter	Clerk		PRESENT
Steve Denbeigh	LA Finance		PRESENT
Vikram Hansrani	Assistant Director, SEND & Inclusion		PRESENT
Sarah Phillips	Place Planning		PRESENT



Graham Young	Lead Finance Business Partner - School	PRESENT
<b>Observing</b>		
Nicki Raine	ESFA	PRESENT

		<b>ACTION</b>
1.	<p><b>INTRODUCTION &amp; APOLOGIES</b></p> <p>The Chair welcomed attendees to the meeting, including Nicki Raine from the ESFA who was observing the meeting. Apologies were accepted and recorded in the attendance list (above). The Chair confirmed the meeting was quorate and could proceed to business.</p>	
2.	<p><b>MINUTES OF THE MEETING HELD ON 23 SEPTEMBER 2020</b></p> <p>The minutes of the meeting held on 23 September 2020 were agreed as a correct record.</p>	
3.	<p><b>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 23 SEPTEMBER 2020</b></p> <p><b>(a) SEN SUFFICIENCY PLAN</b></p> <p>The Forum was provided with summary analysis of data on the educational placements of children and young people with SEND in Post-16 Education.</p> <ul style="list-style-type: none"> <li>Between 2016 and 2020 there had been a 49% increase in EHCPs in the 16-25 age group.</li> <li>The LA had been proactive in trying to manage increasing costs and had been working with FE providers to agree and implement a banded funding model.</li> <li>The LA was promoting and fostering routes to independence with employers to develop apprenticeships and supported internships for young people with SEND, however the impact of Covid meant workplaces had changed.</li> </ul> <p>The Forum commented that:</p> <ul style="list-style-type: none"> <li>Increasing demand for High Needs support meant funding was under considerable pressure. It would be helpful to have future number projections for all categories and an explanation of the basis of the assumptions used. VH advised that some modelling had been done and this could be provided to the December meeting.</li> <li>The Forum had previously requested tracking of children through the system to inform planning, ie. numbers coming in/out, to help identify which year groups were under pressure and where expansion of places would be most effective.</li> </ul> <p><b>(b) MEMBERSHIP UPDATE</b></p> <p>The Chair reported that:</p> <ul style="list-style-type: none"> <li>There had been three nominations from Tracey Hemming, Nicola Kelly and Colin Tucker for the four Academy Representative vacancies and therefore all three had been automatically appointed without need for an election.</li> <li>Carly Rissen had joined as a Maintained Primary Representative and Eleesa Dowding would be a Shadow Maintained Primary Representative.</li> <li>There remained three vacancies: an Academy Representative, a PVI Representative and a 14-19 Partnership Representative.</li> </ul> <p><b>(c) SWAKELEY'S GROWTH CONTINGENCY</b></p> <p>GY reported that a letter had been sent to Swakeleys on 25 September 2020 indicating that the Forum was minded to refuse the request for contingency funding. An update would be provided to the next meeting once the school had responded.</p>	<p>VH</p> <p>GY</p>
4.	<p><b>FEEDBACK FROM SUB-GROUPS</b></p> <p>The Forum <b>NOTED</b> the minutes of the DSG/EY Sub-Group held on 6 October 2020 and of the HN Sub-Group held on 8 October 2020. The following issues were discussed:</p> <ul style="list-style-type: none"> <li>At the DSG/EY meeting, the Group had considered aspects of the local funding formula the Forum could consider consulting with schools to change. The Group had concluded that schools were under considerable pressure as a result of Covid and there was no</li> </ul>	

	<p>appetite for major changes. The only item that the Group recommended for consultation was the mobility formula (see Minute 5b).</p> <ul style="list-style-type: none"> <li>The HN Group had asked for a report on special school capacity to come to the next meeting of the Group.</li> </ul>	
5.	<p><b>ITEMS REQUIRING DECISION</b></p> <p><b>(a) SCHOOLS BLOCK FUNDING TRANSFER 2021/22 CONSULTATION</b>  The Forum considered a draft consultation paper for Transfer of Schools Block Funding 2021/22. In 2021/22, local authorities could again agree a transfer of up to 0.5% of the Schools Block to another funding block, with the approval of Schools Forum. Any request to transfer above 0.5% required a disapplication to be approved by the DfE. Due to a sustained increase in demand on High Needs funding, the report estimated that, without any transfer of funds from the Schools Block, the pressure on the DSG budget would be around £6,454K in 2021/22. The draft consultation paper gave three options:</p> <ul style="list-style-type: none"> <li>No Schools Block transfer.</li> <li>The transfer of the allowable 0.5% (approx. £1,191K) to the High Needs Block.</li> <li>The transfer of the maximum allowable to the High Needs Block, estimated to be an additional 1.8% (£4,264K).</li> </ul> <p>The Forum <b>AGREED</b> the Consultation Paper.</p> <p><b>(b) SCHOOL FUNDING FORMULA 2021/22</b>  The Forum considered a draft consultation paper for Schools Funding Formula 2021/22. The DSG/EY Group had considered areas for consultation and recommended that only mobility factor should be consulted upon. The draft consultation paper gave two options:</p> <ul style="list-style-type: none"> <li>To retain the mobility factor rates at the 2020/21 values (Primary - £832, Secondary - £1,248)</li> <li>To increase the Mobility factor rates in line with the National Funding Formula (Primary - £988.20, Secondary - £1,416.42).</li> </ul> <p>The Forum <b>AGREED</b> the Consultation Paper.</p> <p><b>(c) DE-DELEGATION 2021/22 CONSULTATION</b>  The Forum considered a draft consultation paper for De-delegation 2021/22. The draft consultation sought views on whether de-delegation should continue in 2021/22 for:</p> <ul style="list-style-type: none"> <li>Trade Union duties staff supply cover</li> <li>Teachers Pension administration</li> </ul> <p>The Forum <b>AGREED</b> the Consultation Paper.</p> <p><b>(d) ST MARTIN'S DISECONOMIES 2020/21</b>  This would be considered at the next meeting.</p>	
6.	<p><b>INFORMATION ITEMS</b></p> <p><b>(a) DSG BUDGET MONITORING MONTH 5 2020/21</b>  The Group <b>NOTED</b> the DSG Month 5 budget monitoring report 2020/21:</p> <ul style="list-style-type: none"> <li>There was an in-year overspend of £9,126K at month 5, an increase of £1,951K on the budgeted deficit of £7,175K and an adverse movement of £25K on the Month 4 position.</li> <li>The overspend was due to ongoing pressures in the cost of High Needs placements, where significant growth continued. The budget for High Needs was increased for 2020/21 to take account of projected growth, however the most recent SEN2 data indicated that growth in EHCPs in the past academic year had been significantly higher (17.5% vs 8.7% nationally).</li> <li>When the £15,002K deficit brought forward from 2019/20 was taken into account, the cumulative deficit carry forward to 2021/22 was £24,128K.</li> <li>There was no change from Month 4 in the DSG income, Schools and Early Years blocks.</li> <li>The Central Services Block was forecasting a £38K overspend due to additional cost of maternity cover.</li> </ul>	

- There continued to be significant pressure on the High Needs Block due to continuing increase in the number of pupils with EHCPs and a lack of capacity in the Borough's special schools which resulted in use of more costly independent and out of borough providers. There had been a further increase in post-16 SEND placements in 2019/20 and this had put additional pressure on the 2020/21 High Needs budget with the potential to fund placements for young people with SEND up to the age of 25.
- Maintained schools ended the 2019/20 financial year with a cumulative closing surplus balance of £10.7m (£10.0m revenue and £0.7m capital) which was a £1.6m decrease from the previous year's total. Cabinet had agreed licensed deficits for 5 schools with a cumulative deficit of £3.8million, with the majority of this relating to one school. A further 32 schools (59.3%) had set a budget with an in-year deficit, relying on reserves to balance the budget. A number of schools were projecting to be in deficit by the end of 2021/22.

#### **(b) DSG DEFICIT RECOVERY PLAN UPDATE**

The Group considered a report on the arrangements for submitting a DSG Deficit Recovery Plan to the DfE:

- The DSG Conditions of Grant 2020/21 required LAs with an overall deficit on its DSG account at the end of 2019/20 financial year, or whose DSG surplus has substantially reduced during the year, to present a plan to the DfE for managing future DSG spend.
- The plan should be shown to Schools Forum and kept updated throughout the year to reflect the most recent forecast position and be viewed as an ongoing live document.
- The DfE had provided a template for the plan. GY and VH would be meeting to update previous proposals and identify whether there were other options for reducing costs. It would take time for some of the actions previously put in place to demonstrate cost savings.
- The draft of the Recovery Plan would be submitted to the Forum on 10 December 2020.

#### **(c) PUPIL PLACE PLANNING UPDATE**

The Forum considered a report which provided an update on school expansions, roll growth, capital investment and extra SEND provision. SP introduced the report and highlighted:

- Some areas of the Borough had seen a dramatic rise in demand for school places. Decisions on where to expand were based on demand and ease of physical access to the schools, taking into consideration features such as roads, airports and canals.
- Currently there was growth in surplus primary places which were unevenly distributed across the Borough. Around half of school were full, which meant the surplus of places disproportionately affected the remaining schools. Schools which had 65-74 pupils in a year group had to run three small classes, which was financially challenging.
- The increase in demand for secondary places would be met through a new free school. A site had been identified subject to planning permission and would be considered by Cabinet in November and made public once agreed.
- The LA was speaking with secondary heads regarding growth for 2021. In 2020, 145 extra places were added. It was likely that secondary bulge classes would be needed until 2023. However, there was evidence that some families were moving away due to Brexit and Covid and the position was unpredictable.
- Permanent expansion of Harlington School was planned by 2023, subject to planning permission.
- There was not currently a definitive list of bulge classes and permanent capacity but this was being worked on.
- The LA was planning for an increase in SEND places in the Borough and looking at meeting demand by utilising the existing school estate. By 2023 there would be a 27% increase on the current number of special school places, including three free schools, which would reduce the reliance on independent and out of borough provision.

	<p>The Forum commented that:</p> <ul style="list-style-type: none"> <li>Hillingdon had only two maintained special schools. Other LAs were investing in maintained schools rather than relying on free schools.</li> <li>There was an increase in children requiring EHCPs as they moved from primary to secondary, and currently there was a shortage of mainstream secondary schools able to support children with EHCPs.</li> </ul> <p><b>(d) SEND CAPITAL DEVELOPMENT SPEND</b></p> <p>The Forum considered a report which provided on an update on SEND capital development spend in relation to the SEND Capital Expansion Grant. Since May 2018, Hillingdon had been allocated a total of £4,950K Special Provision Capital Funding of which £1,935K had been committed to projects. There was currently £3,015K remaining to be allocated and the SEND Strategy Group would look at where to spend this.</p> <p>The Forum commented that:</p> <ul style="list-style-type: none"> <li>The creation of the two SRPs at Ruilip High was still not concluded which meant there had been a lengthy delay in making those spaces available for use by children. Expansion of SEND provision had been a condition of funding the building work. VH advised that the LA was in discussion with the school's governing body around the needs to be provided for and an update would be provided to the next meeting.</li> <li>The Forum was pleased to hear that the new free school bid included an SRP.</li> </ul>	VH
7.	<p><b>ANY OTHER BUSINESS</b></p> <p>The Forum noted that some members had left the meeting early as they were assisting with end of school day arrangements. At the December meeting, the Forum would discuss whether to hold meetings earlier in the day.</p>	JE
8.	<p><b>DATE OF NEXT MEETING</b></p> <p>Thursday 10 December 2021 at 2pm.</p>	

The meeting closed at 3.45pm.