



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **SCHOOLS FORUM** will be held virtually
ON WEDNESDAY 6 JULY 2022 AT 10.00 AM

Susan Parsonage
Chief Executive
Published on 28 June 2022

Note: This meeting will be held virtually via Microsoft Teams, please contact Democratic Services if you wish to participate virtually. The meeting also can be watched live using the following link: <https://youtu.be/dyGCDaDTMTQ>

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WOKINGHAM BOROUGH COUNCIL

Our Vision

A great place to live, learn, work and grow and a great place to do business

Enriching Lives

- Champion outstanding education and enable our children and young people to achieve their full potential, regardless of their background.
- Support our residents to lead happy, healthy lives and provide access to good leisure facilities to complement an active lifestyle.
- Engage and involve our communities through arts and culture and create a sense of identity which people feel part of.
- Support growth in our local economy and help to build business.

Safe, Strong, Communities

- Protect and safeguard our children, young and vulnerable people.
- Offer quality care and support, at the right time, to prevent the need for long term care.
- Nurture communities and help them to thrive.
- Ensure our borough and communities remain safe for all.

A Clean and Green Borough

- Do all we can to become carbon neutral and sustainable for the future.
- Protect our borough, keep it clean and enhance our green areas.
- Reduce our waste, improve biodiversity and increase recycling.
- Connect our parks and open spaces with green cycleways.

Right Homes, Right Places

- Offer quality, affordable, sustainable homes fit for the future.
- Build our fair share of housing with the right infrastructure to support and enable our borough to grow.
- Protect our unique places and preserve our natural environment.
- Help with your housing needs and support people to live independently in their own homes.

Keeping the Borough Moving

- Maintain and improve our roads, footpaths and cycleways.
- Tackle traffic congestion, minimise delays and disruptions.
- Enable safe and sustainable travel around the borough with good transport infrastructure.
- Promote healthy alternative travel options and support our partners to offer affordable, accessible public transport with good network links.

Changing the Way We Work for You

- Be relentlessly customer focussed.
- Work with our partners to provide efficient, effective, joined up services which are focussed around you.
- Communicate better with you, owning issues, updating on progress and responding appropriately as well as promoting what is happening in our Borough.
- Drive innovative digital ways of working that will connect our communities, businesses and customers to our services in a way that suits their needs.

MEMBERSHIP OF THE SCHOOLS FORUM

Schools Representatives	
Maintained Schools	
Carol Simpson	School Business Manager - Colleton Primary
Corrina Gillard	Primary Head - Emmbrook Infant
Brian Prebble	Primary Head - Rivermead Primary - Vice Chairman
Liz Woodards	School Business Manager - Hawkedon Primary
Vacancy	Primary representative
Vacancy	Primary representative
Amanda Woodfin	Secondary Head – Bulmershe School
Academies	
Ali Brown	Primary Head - Nine Mile Ride Primary
Julia Mead	School Business Manager - St Sebastian's CE Primary
Luke Henderson	Primary Head – Sonning C of E Primary
Ben Godber	Academy Head - Bohunt School
Derren Gray	Academy Head - The Piggott School
Ginny Rhodes	Academy Head - St Crispin's School
Paul Miller	Trustee - The Circle Trust - Chairman
Shirley Austin	Academy Head - The Forest School
Debra Briault	Academy representative
Special Schools	
Sara Attra	Special School Head - Addington School
PRU	
Iain Thomas	Pupil Referral Unit Headteacher - Foundry College
Non-School Representatives	
Early Years	
Kerrie Clifford	Maintained Nursery Head - Ambleside Centre
Ian Morgan	Early Years Representative
Wokingham Borough Council	
Morag Malvern	Wokingham Borough Council
Sal Thirlway	Assistant Director for Learning and Partnerships
Post 16 Education	
Paul Gibson	Headteacher - Maiden Erlegh School

ITEM NO.	WARD	SUBJECT	PAGE NO.
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37		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meeting held on 16 March 2022.	7 - 16
37.1	None Specific	Matters Arising	17 - 18
38		DECLARATION OF INTEREST To receive any declarations of interest.	
39	None Specific	ENERGY TEAM PRICING UPDATE To receive a verbal update on the cost of energy and its implications for schools.	Verbal Report
40	None Specific	APPOINTMENT OF MEMBERS TO SWAG Appointment of Schools Forum's representatives to the newly formed Schools Admissions Working Group (SWAG).	Verbal Report
41	None Specific	2021/22 REVENUE OUTTURN REPORT To receive and consider the 2021/22 Revenue Outturn report.	19 - 36
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43	None Specific	2023/24 BUDGET PLANNING To receive and consider the 2023/24 Budget Planning report.	53 - 58
44	None Specific	HIGH NEEDS BLOCK & SEND IIP UPDATE To receive and consider the High Needs Block and SEND IIP Update report.	59 - 64
45	None Specific	MAINTAINED SCHOOL BALANCES To receive and consider the Maintained Schools Balances report.	65 - 70
46	None Specific	SCHOOLS FORUM MEMBERSHIP REVIEW To receive and consider the Schools Forum Membership Review report.	71 - 76
47	None Specific	FORWARD PLAN To consider the Schools Forum Forward Plan.	77 - 78

Any other items which the Chairman decides are urgent

A Supplementary Agenda will be issued by the Chief Executive if there are any other items to consider under this heading.

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**MINUTES OF A MEETING OF THE
SCHOOLS FORUM
HELD ON 16 MARCH 2022 FROM 10.00 AM TO 11.55 AM**

Schools Representatives

Carol Simpson	School Business Manager - Colleton Primary
Corrina Gillard	Primary Head - Emmbrook Infant
Brian Prebble	Primary Head - Rivermead Primary - Vice Chairman
Luke Henderson	Primary Academy Head - Sonning C of E Primary
Ali Brown	Primary Head - Nine Mile Ride Primary
Julia Mead	School Business Manager - St Sebastian's CE Primary
Ben Godber	Academy Head - Bohunt School
Ginny Rhodes	Academy Head - St Crispins School
Paul Miller	Trustee - The Circle Trust - Chairman
Shirley Austin	Academy Head - Forest School
Sian Lehrter	School Business Director - The Holt School
Sara Attra	Special School Head - Addington School
Liz Woodards	School Business Manager - Hawkedon Primary
Amanda Woodfin	Headteacher - Bulmershe School

Non School Representatives

Rebecca Margetts	WBC Councillor
Heather Tomlinson	Consultant Learning, Achievement and Partnerships

Also Present

Luciane Bowker, Democratic & Electoral Services Specialist
Hayley Rees, Category Manager, Strategy and Commissioning
Daniel Robinson, SEND Consultant
Katherine Vernon, Schools Finance Manager

Others in Attendance

Graham Howe, Executive Member for Children's Services

33 STATEMENT BY THE CHILDREN'S SERVICES EXECUTIVE MEMBER

Councillor Howe addressed the Forum to inform that the Council was concerned about safeguarding issues arising from the current situation in Ukraine and was making plans to accommodate refugees. However, at this time, it was uncertain how many children would arrive and if they would be on their own. It was estimated that around 700 refugees could arrive in Wokingham in the next two weeks. It was not certain how many children would have to be placed in Wokingham schools and what medical services would be required. He wished schools to be aware of this situation.

The Chairman offered Schools Forum's support where possible and shared the sentiment of uncertainty that the current situation presented.

34 APOLOGIES

Apologies for absence were submitted from Emma Clarke, Paul Gibson, Lynn Samuel and Helen Watson.

35 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 12 January 2022 were confirmed as a correct record and signed by the Chairman.

36 MATTERS ARISING

The Chairman went through the list of matters arising on page 14 of the agenda and the following comments were made:

1. *Explanation on the calculation of the new funding formula (how it differs for academy and maintained schools).* This item was carried forward to the next meeting and would be part of the Growth Fund and falling rolls report.
2. *Request that SEN consultations not be sent to secondary schools immediately or prior to school holidays.* This was noted and would be taken into account by Officers.
3. *That future reports include a heading indicating which month the forecast was of, rather than using 'A' and 'B' to make it clearer.* This had been attempted by Officers.
4. *That reports include a heading indicating if there was significant movement or not and highlighting where the movement is.* This was work in progress.
5. *To ascertain what the MFG is for secondary school pupils.* Katherine Vernon had had a conversation with Ben Godber and explained the funding arrangement. Ben Godber had accepted the explanation.
6. *To ascertain how many schools would be affected should the disapplication be approved.* This was no longer relevant as the disapplication had not been approved.
7. *It was requested that information in regards to the cost of traded services be provided to schools as soon as possible.* Katherine Vernon informed that this was still being worked out and the figures were not yet available. This related to two services which were no longer de-delegated: English as an Additional Language (EAL) and Foundry College.

Schools Forum members stated that this information should be provided to support budget planning. Katherine Vernon suggested that the figures from last year be used for budget planning.

Brian Prebble informed that some information had been provided in relation to Weighted Pupil Unit (WPU) for Foundry College only.

Katherine Vernon recommended that maintained schools should use the figures used in previous years to prepare their budgets.

The Chairman pointed out that it would be unfair if the charges subsequently turned out to be more than anticipated, based on last year's figures.

Corrina Gillard stated that, having sat in the review group that looked at Foundry College funding, there was a difference in costings for maintained schools and academy schools. It was safe to prepare for an increase in costs for the support received from Foundry College.

Iain Thomas indicated that the costs would be higher, this was to cover the costs for the services provided.

Ginny Rhodes questioned the reason for the difference in cost between academies and maintained schools, she believed that the unit cost would go up for all schools. Corrina Gillard explained that the cost was equitable but academies paid hourly rates, whereas maintained schools paid as a bulk. If maintained schools were to pay hourly rates they would be entitled to around 232 hours a year.

It was agreed that the cost of the Foundry College service should be equitable for academies and maintained schools. It was suggested that there needed to be more transparency in the mechanism used to calculate the cost of traded services for maintained schools and academy schools.

Iain Thomas informed that the current charge was around £28 per hour for academies and £23 per hour for maintained schools, per pupil. He suggested that the charge would be at least £40 per hour as a basic charge, for all schools, as a suggestion for budgeting purposes.

Ginny Rhodes suggested that this funding mechanism and the commissioning of Foundry College services be discussed at the Wokingham Education Partnership.

Dan Robinson, SEND Consultant stated that the review of Foundry College funding was part of the Innovation and Improvement Programme. He apologised that this work had not been completed yet.

The Chairman pointed out that assumptions would have been made in order to prepare the HNB Budget which was going to be discussed later on in the agenda. It would have been reasonable to have shared those assumptions with schools to support them in preparing their budgets.

8. *A report to be brought to Schools Forum with information about the Education Welfare Service (EWS) and its total cost to the Council.* This would be brought to the July meeting of Schools Forum. Amanda Woodfin clarified that Schools Forum was seeking information in relation to the funding of EWS, the structure of the team and future plans for the service provision, in the context that it was not currently meeting the demand.
9. *A timeline for the traded services review work will be presented to the March meeting.* This would be covered under AOB.
10. *To include a percentage with the value of the Central School Services Block Budget.*
11. *HNB formula explanation sessions would be offered before the meeting in March.* It had not been possible to hold sessions yet, it was proposed that these session be offered in July.
12. *Information on the future funding of Foundry College – and the possibility of it becoming a traded service.* This would be covered during discussions on the HNB item.

13. *Heather Tomlison to liaise with Luciane Bowker about the potential need to elect Schools Forum representatives to the Wokingham Education Partnership. This would be covered later in the agenda.*
14. *A falling rolls item be added to the March meeting agenda. This would be discussed at the meeting in July.*
15. *An update on School Admissions Task and Finish Group would be included in the March meeting agenda. This would be discussed later in the agenda.*

37 DECLARATION OF INTEREST

There were no declarations of interest.

38 2021/22 REVENUE MONITORING

Kathrine Vernon presented the 2021/22 Revenue Monitoring report.

There had been an increase in deficit of approximately £1 million from the figures reported at the last meeting in January. This deficit increase related to:

- £169k mainstream – both in and out of borough
- £115k special schools – out of borough
- £515k independent and non-maintained special schools
- £143k education other than at school

Katherine Vernon made the following points:

- The figures that were presented to Schools Forum in January were based on November 2021 activity, so this increase represented activity since November 2021;
- Officers were analysing the figures. Some of the movement was outside of the Council's control, such as children with Education Health and Care Plans (EHCPs) moving into the borough (of whom the Council had no prior knowledge);
- Some children had to be placed outside of the borough because there were no placements for them within the borough, and the cost of those placements was not known at the time of forecasting;
- There was an ongoing issue with trying to recover money from Health;
- The cost for the summer term had mistakenly been omitted from the figures in relation to the independent and non-maintained special schools;
- Additional invoices that had not been accrued last year had come in this year;

During the discussion of the item the following comments were made:

- The Chairman expressed serious concern that there was such a significant difference in the forecast since the last meeting in January, in particular in relation to the mistakes made in relation to summer term costings and accruals;
- Katherine Vernon explained that there were some historical issues that were coming to light now, and the service was learning with the process;
- Ginny Rhodes expressed concern that more historical commitments may come to light which would further increase the deficit;
- Daniel Robinson stated that:
 - There were three placements for which the Local Authority believed that Health should contribute towards their costs, this amounted to approximately £117k. This work was ongoing;

- In relation to SEN and historical commitments, the team was looking at a further 50-60 plans to complete the review, and the final figure would be worked out by the end of June;
- The audit trail in relation to historical financial decisions was not available, therefore there were disputes in relation to invoices, in particular with non maintained independent schools. This was the reason for the unknown invoices;
- The children that would have gone to the new Oaktree School through the phased transfers, would have cost around £446k for 25 children. Because of the delay in opening the school, these children would cost upwards of £800k. Placements could cost between £20k and £90k each and this created difficulties in terms of budgeting;

Katherine Vernon continued her presentation:

- There was £55k in contingencies which had not been used and would be carried forward to the next year;
- £126k of the £206,5k of Early Years Provider Reserve Fund had been used to fund new settings in 2020/21. An underspend of around £84k had been expected and this was confirmed to be £90k by the DfE in November 2021;
- A reserve fund of £146,5k was set aside as part of 2021/22 budget setting, and an underspend of around £300k was anticipated this year. The service would know whether there was anything left to distribute to settings once the DfE confirmed the recoupment;
- In relation to the Growth Fund, there had not been any new classes. Therefore there would be a carry forward of £406k into the new financial year to supplement the 2022/23 budgeted Growth Fund allocation of £1,589k.

In response to a question, Katherine Vernon explained that Early Years was funded on the number of hours used. Any unallocated funds after the clawback by the DfE would be redistributed to the providers.

RESOLVED That the report be noted.

39 HIGH NEEDS BLOCK UPDATE

Daniel Robinson stated that the report outlined all the plans that affected the cost projections. Wokingham was below the national average projection of overall growth. He informed that 904 EHCPs were being supported within the local area and 517 were being supported out of the area. The primary area of need was Autism Spectrum Disorder (ASD), closely followed by Social, Emotional and Mental Health (SEMH).

It was anticipated that there would be an increase in need for under 5 year olds, and there was ongoing work to find provision for this need.

The report included projections and outlined the work that was being undertaken to find a solutions.

It was suggested that in chart 1.3, the costs of all in and out of borough placements be included. Daniel Robinson agreed to add this information to the chart.

RESOLVED That the report be noted.

40 HIGH NEEDS BLOCK BUDGET 2022/23

Katherine Vernon informed that in 2022/23 there was extra funding for the HNB of around £2.4m and a supplementary grant of £900k. However, with the increase in the number of EHCPs, and taking into account all the information that was available, a deficit of around £3m was projected for next year.

During her presentation she made the following comments:

- It was proposed to increase the top-up rate for mainstream schools by 4%, with the hourly rate now being £461.24;
- A review of 27 post-16 places which were funded from the HNB in Wokingham's mainstream schools was taking place, Schools Forum would be informed of the outcome of this review;
- The funding for Addington School was being kept at current levels, as the school had a carry forward. It was noted that leaders at Addington School were not happy with this arrangement;
- Chiltern Way was continuing with the same funding;
- Non-maintained schools represented 32% of the HNB Budget, this was likely to keep increasing whilst there was insufficient provision in the Borough;
- Education for Post-16 (up to 25 years old), the numbers were stable;
- The budget for Foundry College covered their expenses and the school would receive additional funding from schools as a traded service;
- The budget for Children and Young People Integrated Therapies (CYPIT) was based on existing contract information, any changes would be reported to Forum.

During the discussion of the item the following comments were made:

- Sara Attra, Addington School - stated that they were disappointed to be the only school to not receive an uplift this year. The school had reserves, but the only reason the school had reserves was because they had not been given an uplift for seven years (apart from last year), they had to be very cautious as they never knew if they would get additional funding;
- Sara Attra wished it to be recorded that 87% of their budget went on staffing. Staffing costs rise year on year, and because of no uplift, she anticipated that the school would go into deficit next year. If no uplifts were given there would be a deficit of £685k by year 4 and in year 5 a deficit of £1,675m. Reserves had not been used on staffing, if the school could have the money they would spend it on therapy provision which would stop some of the out of borough placements;
- Sara Attra emphasised that she predicted an in-year deficit next year. The budget for Addington also included income from other local authorities as traded services. However, as there had not been an uplift in funding, Addington could not increase the charges for their services to other local authorities as they were not allowed to have differential charging between local authorities;
- In response to a question Katherine Vernon stated that schools' reserves were not in the HNB, they were treated separately as were maintained schools' balances;
- Sara Attra explained that she understood that the HNB was severely overspent, however she requested an annual review of Addington funding and a consultation with SEND and Finance;
- Ginny Rhodes expressed concern about the Addington situation, she felt it was regretful that Addington could not charge other local authorities differently. She believed that the cost of SEN provision at schools would go up as a result of the raise in cost of living. She feared that schools would no longer be able to rely on easy staff

recruitment. She asked if it was too late to change the funding for Addington, she felt that Wokingham would effectively be funding places for other local authorities as a result of the lack of an uplift in funding. She wondered if this was setting a perverse precedent for maintained schools, where they would end up spending their reserves because of the lack of security of adequate future funding;

- Katherine Vernon stated that it was possible, following discussions with Addington, to change the budget mid-year;
- The Chairman asked why the full cost of funding Addington had not been reflected in the HNB budget, especially given the context of the overall significant budgeted overspend and the recent movement due to mistakes in forecast planning;
- The Chairman pointed out, that following a review, the budget for Foundry College had risen by 63% this year, he questioned why the same approach had not been taken for Addington;
- Katherine Vernon stated that the income from 40-50 pupils that Addington received from other local authorities was not included in the figures in the report;
- The Chairman asked what assumptions had been made this year in relation to the number of EHCPs, in view of the learning from last year (that the assumption had been too conservative on the average cost profile);
- Katherine Vernon stated that to start the year, in independent non-maintained special schools there were 164 places, this was expected to go up to 191;
- Katherine Vernon stated that the estimate had gone up by £800k, but she did not have the average cost to hand;
- The Chairman asked that those assumptions be shared with Schools Forum;, he also asked what assumptions had been taken for inflation for Out of Borough places;
- The Chairman asked if the likelihood that Out of Borough independent providers may increase their rates further, in view of the extra funding announced for local authorities had been given extra funding, had been taken into account in the planning;
- Katherine Vernon explained that there was an uplift process with the commissioning team, which Out of Borough independent providers had to follow;
- The Chairman asked for information about the assumptions made for the external income received by Foundry College. Katherine Vernon informed that Lynn Samuel had been dealing with that and she apologised that she did not have that information to hand;
- Shirley Austin pointed out that the DfE had proposed some changes to teachers pay over the next two years which involved significant increases. Sara Attra confirmed that she was aware and had used that information in her planning;
- Shirley Austin shared Ginny Rhodes' concern that Addington was not able to charge differently to other local authorities;
- Sara Attra asked if there was any contingency planning in SEND for requests for residential placements. She believed that there was one such request at least once a year, which could amount to £200k per pupil. She anticipated an increase in the number of requests for residential places due to the pressures the pandemic had placed on families;
- Daniel Robinson stated that the Complex Case Referral provided that Social Care and Health paid for most of those cases.

Katherine Vernon informed that this year the Council was in conversations with the DfE about submitting an unbalanced budget, to reflect the reality of the situation.

Carole Simpson asked how confident Officers felt about the HNB Budget, Daniel Robinson explained that the budget included all the information that was available at this point in

time. There was concerned voiced about the lack of local provision and possible increase in demand.

The Chairman asked why a more realistic budget for Addington was not being submitted, given that the budget being submitted to the DfE was going to be unbalanced.

Daniel Robinson explained there had been conversations with senior leaders about the proposed HNB budget, and also with the DfE. The DfE requested a 'reasonable' budget and not the worse case scenario. There was awareness of the fact that the budget did not allow for a safety valve and the conversations were ongoing.

Ben Godber shared the concerns raised during discussions, and asked how the growing number of EHCPs was being factored into the budget planning. Daniel Robinson explained that the average number of EHCPs per month was used in calculations.

Corrina Gillard expressed concern about the budget as presented, however she added that the Improvement Board was looking at placements for under 5 year olds in an effort to alleviate pressures.

Brian Prebble also expressed concern about the budget as presented. Daniel Robinson offered to share with the Forum in July details of how the finance team projected and calculate the spend on EHCPs.

Upon being put to the vote, 9 members voted in favour of the HNB Budget and 7 voted against. Some of the members who voted in favour stated that they were in favour, provided that a deficit budget was submitted to the DfE.

RESOLVED That:

- 1) Schools Forum approves the HNB Budget;
- 2) The HNB Budget submission to the DfE includes the deficit as presented;
- 3) It was recognised that the numbers in the Budget were not reflective of the likely outcomes during the year.

41 EARLY YEARS BLOCK BUDGET 2022/23

Katherine Vernon presented the Early Years Block Budget 2022/23.

The proposal was to:

- Increase the hourly rates paid to providers by 21p per hour for 2 year olds and 17p per hour for 3 and 4 year olds, this could be passed on 'straight' to providers; and
- To centrally retain 5% of the allocation for 2022/23 to fund associated statutory duties of the Local Authority. This amounted to £549,938 and it took into account the predicted numbers, which was lower than in the previous year (this represented less than 5%).

Wokingham's allocation for the Early Years Block in 2022/23 was £11,289,225, this was based on the January 2021 census.

Ian Morgan was pleased to note that the discussions at the Task and Finish Group had been considered and that just a generic 5% top slice had not been applied.

Ian Morgan expressed concern over the DfE's three year projections, as they were using 2021 numbers for their calculations. He worried that the funding for next year may decrease, against a context where minimum wages might increase, which would greatly affect the sector.

Upon being put to the vote, the Early Years Budget was approved unanimously, including the centrally retained 5%.

RESOLVED That:

- 1) Schools Forum approves the centrally retained element of the 2022/23 Early Years Budget, which will be used to fund the associated statutory duties of the Local Authority; and
- 2) Schools Forum notes the proposals to increase the current hourly rates paid to all providers by 21p per hour for 2 year olds, and 17p per hour for 3 and 4 year olds.

42 FORWARD PROGRAMME

The Forum considered and noted the Forward Programme of work and dates of future meetings as set out on Agenda page 75.

The following items were added to the July meeting:

- School Admissions Task and Finish Group update, including falling rolls
- Task and Finish Groups membership update (verbal discussion)

Forum considered the venue options for future meetings. There was general agreement that virtual meetings were more convenient and enabled wider participation. Therefore, it was decided that meetings would continue to be held online via Microsoft Teams.

RESOLVED That:

- 1) The added items be included in the Forward Plan; and
- 2) Future meetings would be held online via Microsoft Teams.

43 ANY OTHER BUSINESS

Update on the Wokingham Education Partnership Group

Heather Tomlinson, Consultant Learning Achievement and Partnerships informed that the group had been focusing on sufficiency issues, alternative provision would be discussed at the next meeting.

The Group had established a wide representation in its membership. However, there was no direct Early Years representation in the Group and Heather Tomlinson welcomed Schools Forum input for an Early Years representative.

Members who were sitting on the Group commented how well it had started and felt that the Group would be valuable for future engagement, especially in light of the fact that more schools would become academies.

Ian Morgan offered to look for a volunteer from the Early Years sector, and agreed to volunteer himself as a member if no other volunteer could be found.

Update on the traded services review timeline

Heather Tomlinson informed that she had not discussed this item with Lynn Samuel yet, but she believed that the timeline would be September/October.

School Admissions Task and Finish Group update

It had been suggested that this item would incorporate the discussion about falling rolls.

Brian Prebble informed that there had been a 2% fall in birth rates this year in the Borough, this was also a national statistic. Catchment areas and demographics were being reviewed, with more data to enable discussions around falling rolls.

The Fair Access Protocol had now been approved, this would help with school admissions of Honk Kong and Ukrainian children.

It was agreed that a further update would be presented to the July meeting, with a reflection on falling rolls.

Forum thanked Emma Clark, who was retiring, for her contributions to Schools Forum over the years.

Sian Lehrter announced that she was resigning from Schools Forum as she was moving from the Holt School, she thanked Forum for the opportunity to take part and learn from discussions.

Matters arising

1. Explanation on the calculation of the new funding formula (how it differs for academies and maintained schools) – with the Growth Fund and falling rolls report at the July meeting. Katherine Vernon
2. A report be brought to Schools Forum in July with information about the Education Welfare Service – structure of the team and capacity to meet demand. Heather Tomlinson
3. Training sessions explaining the HNB formula would be offered in July. Lynn Samuel
4. To share with Schools Forum the assumptions made in relation to the cost out of borough placements, including inflation, when preparing the HNB. Lynn Samuel
5. Information about the assumptions made for the external income received by Foundry College when setting the HNB budget. Lynn Samuel
6. Explanation of how the cost of EHCPs are calculated and projected at the next meeting in July. Lynn Samuel

TITLE	Matters Arising
FOR CONSIDERATION BY	Schools Forum on 6 July 2022
WARD	None Specific;
LEAD OFFICER	Director, Children's Services - Helen Watson

OUTCOME / BENEFITS TO THE COMMUNITY

This reports forms part of regular reporting to Schools Forum, informing areas of statutory decision making and improving visibility and consultation on wider Dedicated Schools Grant (DSG) financial matters.

RECOMMENDATION

Schools Forum are asked to note the update on matters arising.

SUMMARY OF REPORT

National Funding Formula – Growth Fund / Falling Rolls

In response to a query initially raised through Schools Forum on the NFF and inequity for maintained schools and academies around Growth Fund, information reviewed has not suggested a particular issue. However in order to ensure this is further explored, it is proposed that the issue is further reviewed as part of the work of the Schools Block Task & Finish Group at the early stages of 2023/24 budget setting.

A further consultation has been published on the NFF which runs until early September. More information can be found here:

[Implementing the direct national funding formula - Department for Education - Citizen Space](#)

High Needs Block Training

As part of ongoing work to improve understanding and knowledge sharing around the High Needs Block, a series of weekly training sessions will be run from mid-August onwards.

Sessions will be held over Microsoft Teams and expected to last around 1-1.5 hours. Attendance is open to Schools Forum members as well as wider Council colleagues, with individual sessions being initially capped at 6 people per session to allow time for questions and discussion in a smaller group.

Dates will be published shortly and can be booked through the Schools Finance Helpdesk. Where possible, priority in the earlier slots will be given to those interested in being involved in the High Needs Block Task & Finish Group for 2023/24 budget setting.

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TITLE	2021/22 Revenue Outturn Report
FOR CONSIDERATION BY	Schools Forum on 6 July 2022
WARD	None Specific;
LEAD OFFICER	Director, Children's Services - Helen Watson

OUTCOME / BENEFITS TO THE COMMUNITY

This reports forms part of regular reporting to Schools Forum, informing areas of statutory decision making and improving visibility and consultation on wider Dedicated Schools Grant (DSG) financial matters.

RECOMMENDATION

Schools Forum is asked to note the report.

SUMMARY OF REPORT

The report provides Schools Forum with an update on the 2021/22 outturn on the Dedicated Schools Grant (DSG), explanations on key variances / movements from forecast, and highlights the cumulative deficit as at 31st March 2022.

At the time of budget setting, a deficit of £2.6m was anticipated on the DSG for the 2021/22 financial year. Outturn for the year shows a net overspend of £4.2m, representing 2.6% of total DSG income for the year.

Movement over the year relates primarily to significantly increasing number of EHCPs and the associated costs within the High Needs Block.

Together with the brought forward deficit balance, the cumulative DSG deficit at the end of 2021/22 sits at £10.04m.

2021/22 Revenue Outturn Report July 2022

01. Purpose of the Report

The report provides Schools Forum with an update on the final 2021/22 outturn on the Dedicated Schools Grant (DSG), explanations on key variances / movements from forecast, and highlights the cumulative deficit as at 31st March 2022.

02. Recommendation

Schools Forum is asked to note the contents of this report.

03. Background

The Dedicated Schools Grant (DSG) is a ring-fenced, specific grant provided to Local Authorities that must be spent in accordance with the School and Early Years Finance (England) Regulations. Within the DSG there are four funding blocks:

- Schools Block
- High Needs Block
- Early Years Block, and
- Central Schools Services Block

The Local Authority and Schools Forum are responsible for ensuring that the DSG is deployed correctly according to the Regulations. Regular monitoring of spend against the grant is required to enable decision making on deficits and surpluses and to inform service strategy and future year budget requirements.

The way in which local authorities account for DSG deficits has been altered by the Local Authorities (Capital Finance and Accounting) Regulations 2020, issued by the Department for Levelling Up, Housing and Communities (DLUHC). This requires DSG deficits to be held in a separate reserve in local authorities' accounts. However, the way in which local authorities should plan their management of DSG and report to DfE remains governed by the School and Early Years Finance Regulations 2022.

This report shows the outturn for the Dedicated Schools Grant (DSG), and how that impacts on balances held both centrally and on behalf of maintained schools. Figures remain provisional, pending external audit review, however no material changes are anticipated.

04. 2021/22 DSG Outturn Summary

The outturn for the 2021/22 financial year, across the four blocks of the DSG, reports an in-year deficit of £4.2m. This represents a 2.6% overspend on block income for the year.

Individual block summary is shown below, with further information provided in Appendix A.

				[A]	[B]	[C]	[C] - [A]	[C] - [B]
DSG Block Outturn 2021/22	Original Budget £,000	Block Transfer £,000	Budget Changes £,000	Final Budget £,000	Forecast £,000	Outturn £,000	Variance Outturn to Final Budget £,000	Variance Outturn to Forecast £,000
Schools Block	123,079	-588	0	122,491	122,560	122,375	-116	-185
High Needs Block	22,802	588	-12	23,378	27,546	27,705	4,327	159
Early Years Block *	11,302	0	-448	10,854	10,807	10,854	0	47
Central School Services Block	945	0	0	945	945	949	4	4
Total DSG	158,128	0	-460	157,668	161,858	161,883	4,215	25

* Early Years Block final funding allocation not yet known for 2021/22 - £397k reduction notified January 2022, further £51k anticipated

Balances held on behalf of individual maintained schools increased by £1.26m in comparison to that held as at 31st March 2021.

Maintained School Balances	Balance as at 01/04/21 £,000	Year End Transfers £,000	Balance as at 31/03/22 £,000
Nursery	96,767	-15,022	81,746
Primary	-3,628,186	-452,056	-4,080,242
Secondary	78,942	-485,464	-406,522
Special	-831,808	-429,270	-1,261,078
PRU	-511,790	124,732	-387,058
Total DSG	-4,796,075	-1,257,080	-6,053,155

* balances exclude Bulmershe Sports Partnership, and impact of conversions

05. Key Variances & Explanation of Movements from Forecast

Schools Block

The outturn on the Schools Block reports a £116k underspend against allocated funding of £112.4m (<0.1%).

The key variances against budget and movements on forecast are provided below.

Academy Recoupment - £94k underspend

Final academy recoupment adjustments for the year were £94k below that anticipated in the forecast, largely due to timings of rates adjustments relating to school conversions.

De-delegation – Supply cover - £84k underspend

Outturn on maternity supply cover was £84k lower than forecast, with an outturn of £316k for the year. This is paying for school staff (teaching and support staff) that are on maternity and paternity leave, with forecasting difficult in advance of payroll processing.

Growth Fund - £69k overspend

Final Growth Fund expenditure for the year was in line with that expected in the forecast. Figures reflect an expected overspend of £69k against the £800k growth fund allocation for 2021/22, planned for through balances held from previous financial years. Further detail on the Growth Fund outturn is available in Appendix B.

High Needs Block

The outturn on the High Needs Block reports a £4.3m overspend against allocated funding of £23.4m (18.5%).

Key movements on forecast are provided below. Appendix C provides further analysis on outturn against original budget setting assumptions.

Mainstream Top-ups £41k increase on forecast

Final outturn on top-ups for Wokingham mainstream schools was £63k higher than forecast, however this was partially off-set by a reduction in out of borough top-ups of £22k. With the introduction of the FLO (Finance Liaison Officer) post to the Finance Team, a number of data queries were identified and resolved just before year-end with funding backdated to an earlier date than had been assumed in the forecast.

Special Schools £5k increase on forecast

Final outturn on top-ups for Wokingham pupils in Independent and Non-Maintained special schools was £45k higher than forecast, however this was offset by top-ups in Wokingham schools being £46k lower than previously reported.

The movement reflects the profile of specialist placements at year end, and the resolution of some longer held queries.

PRU - Foundry College £75k increase on forecast

The final outturn for Foundry College was £75k higher than forecast. This was due to payments for Alternative Provision for 3 Wokingham pupils which were agreed just before year end, backdated for the year that had not been included in the forecast.

Targeted Education / Support for Inclusion £41k increase on forecast

Final outturn on EOTAS (Education Other Than At School) packages, tutors and direct payments was £72k higher than forecast. This was partially offset by reduced outturn of £31k on support for inclusion. The ability to produce accurate predictions of EOTAS has proven difficult and complex due to lack of suitable provision and the response to complex cases from some families to INMSS options presented. Improved processes for tracking of EOTAS are being implemented for the 2022/23 financial year.

Early Years Block

The outturn on the Early Years Block reports an on budget position for the year against expected final allocated funding of £10.8m.

The 2021/22 Early Years Budget was set based on block income of £11.3m, with £147k held centrally in reserve to allow for changing circumstances during the year. Activity levels were below that assumed in the original funding formula calculations by the DfE, and therefore block funding for 2021/22 was reduced by £397k in January 2022.

	Number for 3 and 4 year old universal entitlement funding (part-time equivalent)	Number for 3 and 4 year old additional 15 hours entitlement for eligible working parents (part-time equivalent)	Number for 2 year old entitlement funding (part-time equivalent)	Total early years block (£s)
Notified in December 2020	2,776.73	951.49	111.50	11,302,341
Notified in January 2022	2,670.94	931.20	99.90	10,905,130
Variance	-105.79	-20.29	-11.60	-397,211.00

As in previous years, the final Early Years position for the 2021/22 financial year will not be known until final adjustments are notified by the DfE, which is expected later in July. A further clawback adjustment of £51k is anticipated and has therefore been assumed within year end accounts.

Central School Services Block

Outturn in line with forecast, with no material variances for the financial year.

06. **Balances and Reserves**

The Local Authorities (Capital Finance and Accounting) Regulations 2020 altered the way in which local authorities are required to account for DSG deficits. This required the establishment of a new statutorily ring-fenced unusable reserve – the Dedicated Schools Grant Adjustment Account.

This accounting practice has the effect of separating schools budget deficits from the Local Authority's General Fund to confirm no liability on LAs. This arrangement was put in place by central government for an initial 3-year period running through to the end of 2022/23. Confirmation of arrangements from 1st April 2023 has not yet been issued.

	High Needs Block Deficit £,000	General DSG Reserve £,000	De-delegated Contingency £,000	Growth Fund £,000	Sub-Total £,000	ISB £,000	Total including ISB £,000
Opening Balance as at 31st March 2021	6,472	-116	-55	-475	5,826	-5,597	229
Academy Conversions - transfer of ISB						119	119
Academy Conversions - movement still held as at 31st March						-371	-371
Year End Movements - maintained schools						-1,255	-1,255
DSG Block Movements	4,327	-182	0	69	4,214		4,214
Closing Balance as at 31st March 2022	10,799	-298	-55	-406	10,040	-7,104	2,936

07. Summary

The 2021/22 outturn position shows a net overspend of £4.21m across the four blocks of the DSG, representing 2.6% of income for the year.

The cumulative deficit balance as at 31st March 2022 stands at £10.04m, equivalent to 6.3% of the total DSG income of £157.7m for the 2021/22 financial year.

The High Needs Block remains the driver of the deficit position, with the SEND Innovation & Improvement Programme, Safety Valve Programme and associated deficit management plan remaining the key areas of focus for the 2022/23 financial year and beyond.

Appendix A – 2021/22 DSG Outturn by Block

Appendix B – 2021/22 Growth Fund Outturn

Appendix C – 2021/22 Outturn Further Analysis

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Appendix A
DSG Outturn Summary 2021/22

				A	B	C	C - A	C - B
Description		2021/22 Budget £,000	Budget Changes £,000	Final Budget £,000	Forecast £,000	Outturn £,000	variance Outturn to Final Budget £,000	variance Outturn to Forecast £,000
Schools Block	TOTAL Income	(123,079)	588	(122,491)	(122,491)	(122,491)	-	-
	TOTAL Expenditure	123,079	(588)	122,491	122,560	122,375	(116)	(185)
	TOTAL Schools Block Net Expenditure	-	-	-	69	(116)	(116)	(185)
High Needs Block	TOTAL Income	(22,802)	(576)	(23,378)	(23,378)	(23,378)	-	-
	TOTAL Expenditure	25,926	-	25,926	27,546	27,705	1,779	159
	TOTAL High Needs Block Net Expenditure	3,124	(576)	2,548	4,168	4,327	1,779	159
Early Years Block	TOTAL Income	(11,302)	448	(10,854)	(10,807)	(10,854)	-	(47)
	TOTAL Expenditure	11,302	(448)	10,854	10,807	10,854	-	47
	TOTAL Early Years Block Net Expenditure	-	-	-	-	-	-	-
Central School Services Block	TOTAL Income	(945)	-	(945)	(945)	(945)	-	-
	TOTAL Expenditure	945	-	945	945	949	4	4
	TOTAL Central School Services Block Net Expenditure	-	-	-	-	4	4	4
Total DSG	TOTAL Income	(158,128)	460	(157,668)	(157,621)	(157,668)	-	(47)
	TOTAL Expenditure	161,252	(1,036)	160,216	161,858	161,883	1,667	25
	TOTAL 2021/22 Net Expenditure Deficit	3,124	(576)	2,548	4,237	4,215	1,667	(22)
Deficit Brought Forward					5,826	5,826		
Cumulative Net Expenditure Deficit					10,063	10,041		

Schools Block Budget 2021/22

Category	Description	Original Budget	Budget Changes	A	B	C	C - A	C - B
		£,000	£,000	Final Budget £,000	Forecast £,000	Outturn £,000	variance Outturn to Final Budget £,000	variance Outturn to Forecast £,000
Individual Schools Budget	Maintained Schools	51,971	(4,825)	47,146	47,146	47,045	(101)	(101)
	Academies	68,947	4,825	73,772	73,772	73,772	-	-
De-Delegation	Behaviour support services	229	-	229	229	229	-	-
	Support to UPEG and bilingual learners	85	-	85	85	85	-	-
	Licences/subscriptions - Capita Contract	59	-	59	59	59	-	-
	Staff costs – supply cover (maternity)	400	-	400	400	316	(84)	(84)
Other Centrally Held	Growth Fund	800	-	800	869	869	69	-
Internal Transfer	Transfer to High Needs Block	588	(588)	-	-	-	-	-
TOTAL Expenditure		123,079	(588)	122,491	122,560	122,375	(116)	(185)
DSG Allocation		(123,079)	588	(122,491)	(122,491)	(122,491)	-	-
TOTAL Income		(123,079)	588	(122,491)	(122,491)	(122,491)	-	-
2021/22 Net Expenditure (Surplus) / Deficit					69	(116)		

High Needs Block Budget 2021/22

Category	Description	Original Budget	Budget Changes	A	B	C	C - A
		£,000	£,000	Final Budget £,000	Forecast £,000	Outturn £,000	Variance Outturn to Final Budget £,000
Mainstream	Wokingham	162	-	162	162	162	-
		2,695	-	2,695	2,933	2,996	301
	Out of Borough	114	-	114	223	201	87
Resource Bases	Wokingham	618	-	618	623	623	5
		144	-	144	133	133	(11)
		970	-	970	905	905	(65)
	Out of Borough	337	-	337	384	390	53
Special Schools	Wokingham - Addington	2,488	-	2,488	2,501	2,501	13
		4,029	-	4,029	4,254	4,221	192
	Wokingham - Chiltern Way	690	-	690	690	690	-
		1,085	-	1,085	630	617	(468)
	Out of Borough	893	-	893	1,196	1,202	309
	Independent & Non-Maintained	7,600	-	7,600	8,877	8,922	1,322
Pupil Referral Unit	Wokingham	1,080	-	1,080	1,080	1,155	75
		400	-	400	-	-	(400)
Post-16: FE & Colleges	Out of Borough	696	-	696	831	825	129
Hospital Education		225	-	225	195	206	(19)
		40	-	40	-	-	(40)
		20	-	20	43	42	22
Other		720	-	720	820	809	89
		325	-	325	325	294	(31)
		100	-	100	343	415	315
		150	-	150	98	95	(55)
		45	-	45	-	-	(45)
		300	-	300	300	300	-
TOTAL Expenditure		25,926	-	25,926	27,546	27,705	1,779
DSG Allocation		(22,802)	12	(22,790)	(22,790)	(22,790)	-
Internal Transfer		-	(588)	(588)	(588)	(588)	-
TOTAL Income		(22,802)	(576)	(23,378)	(23,378)	(23,378)	-
2021/22 Net Expenditure (Surplus) / Deficit					4,168	4,327	

Early Years Block Budget 2021/22

Category	Description	Original Budget	Budget Changes	A	B	C	C - A	C - B
		£,000	£,000	Final Budget £,000	Forecast £,000	Outturn £,000	Variance Outturn to Final Budget £,000	Variance Outturn to Forecast £,000
Early Years Funding Formula	2 year olds	305	-	305	317	385	80	68
	3-4 year olds	9,612	(448)	9,164	9,243	9,264	100	21
	Maintained Nursery School	510	-	510	510	491	(19)	(19)
Grants	EYPP	40	-	40	49	38	(2)	(11)
	Disability Access Fund	26	-	26	26	14	(12)	(12)
Centrally retained	Centrally retained (2 yr olds)	19	-	19	19	19	-	-
	Centrally retained - 3 & 4 yr olds incl EY Inclusion Service contribution	543	-	543	543	543	-	-
	Centrally retained - Early Years Inclusion Funding for individual pupils	100	-	100	100	100	-	-
	Contingency - Provider Reserve Fund	147	-	147	-	-	(147)	-
TOTAL Expenditure		11,302	(448)	10,854	10,807	10,854	-	47
DSG Allocation		(11,302)	448	(10,854)	(10,807)	(10,854)	-	(47)
TOTAL Income		(11,302)	448	(10,854)	(10,807)	(10,854)	-	(47)

Central School Services Block Budget 2021/22

Category	Description	Original Budget £,000	Budget Changes £,000	A	B	C	C - A	C - B
				Final Budget £,000	Forecast £,000	Outturn £,000	variance Outturn to Final Budget £,000	variance Outturn to Forecast £,000
Strategic and Regulation function	Inspection Workshop Equipment Secondary - Health & safty school trips	12	-	12	12	12	-	-
	Finance	117	-	117	117	123	6	6
	Contribution to the Children Director Services	204	-	204	204	204	-	-
Other	Capita Contracts	61	-	61	61	61	-	-
	SACRE	7	-	7	7	4	(3)	(3)
	Servicing of schools forums	4	-	4	4	4	-	-
	Schools Admissions services	232	-	232	232	232	-	-
	School Asset Management	49	-	49	49	49	-	-
	Education welfare service	117	-	117	117	117	-	-
	Licences for Maintained and academies	142	-	142	142	143	1	1
TOTAL Expenditure		945	-	945	945	949	4	4
DSG Allocation		(945)	0	(945)	(945)	(945)	-	-
TOTAL Income		-945	0	-945	-945	-945	0	0

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Appendix B
2021/22 Growth Fund Outturn

	2021/22	2021/22
Primary MPPL	4,180	4,180
Secondary MPPL	5,400	5,400

Schools - New classes	MPPL 2021/22	2021/22 Funded Number of Places	Forecast £	Outturn £
Pre-existing secondary commitments from 2021/22				
Emmbrook Secondary	5,400	45	134,663	134,663
Piggott School	5,400	25	74,813	74,813
Bulmershe	5,400	15	44,888	44,888
Waingels	5,400	21	47,880	62,843
		106		
Secondary Contingency 2021/22				
Additional secondary places (Y8) for 2021/22 - contingency	5,400	30	38,475	
Additional secondary places (Y9) for 2021/22 - contingency	5,400	30	38,475	
Secondary TOTAL			379,193	317,207
Primary sector places 2021/22				
Highwood (from 01/06/2021 - Y5)	3,975	30	93,005	94,413
Montague Park (From 01/06/2021 - Year 4 now Year 5)	3,700	30	87,885	87,885
Montague Park (from 01/09/2021 - Y6)	3,700	30	61,520	61,520
Pre-existing primary commitments 2021/22				
Loddon - reception class 2021	3,916	30	65,109	65,109
Highwood - reception class 2021	3,975	30	66,156	66,089
2021/22 Contingency for primary bulge classes				
Additional Primary class - TBC	3,916	30	27,902	
Additional Primary class - TBC	3,916	30	27,902	
Keep Hatch Y6 (from October 2021)	3,700	30	52,731	52,731
Primary TOTAL			482,209	427,747
Primary plus Secondary Growth TOTAL			861,401	744,954
Basic Need: New and recently new (growing schools)				
Montague Park			42,000	42,000
Alder Grove Primary			82,500	82,500
Matthews Green Primary Pre Opening Grant (St Cecilia's)			30,000	
			154,500	124,500
Total Expenditure			1,015,901	869,454
In year Growth Funding from Schools Block			800,000	800,000
In year Overspend			215,901	69,454
Reserves b/f			475,000	475,000
Reserves c/f			259,099	405,546

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Appendix C – High Needs Block Outturn Further Analysis

Background

Initial forecast for the 2021/22 financial year indicated a deficit of £2.5m on the High Needs Block.

Final outturn for the year saw this increase to £4.3m, a movement of £1.8m.

Analysis has been undertaken of movements to identify any unforeseen trends and / or potential gaps in data that can be improved when planning for future years.

Approach to Budget Setting

At the time of budget setting and producing the initial forecast for the year, the following were taken into account:

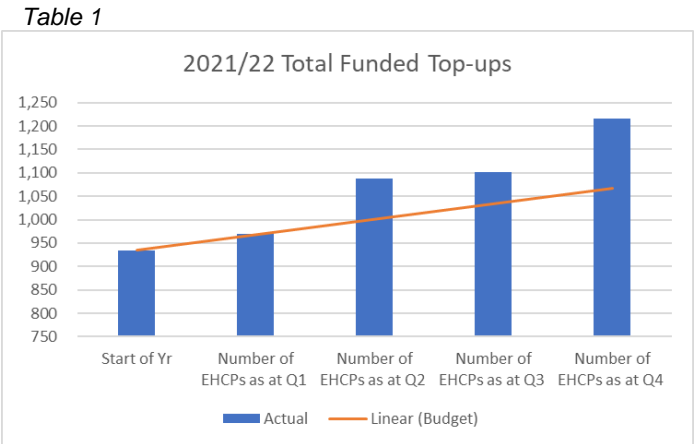
- Costed information on EHCPs / top-ups in place at that time
- High level assumptions on increased activity for the 2021/22 academic year (Sep2021)

At the time of producing the 2021/22 budget, limited information was available on phased transfers and expected changes associated with the new academic year. This was recognised as a key area of improvement to inform future financial planning.

Changes in activity included in the forecast were costed at average rates for the type of setting. So for example, a 15% increase in activity for Wokingham Mainstream schools was included, costed as a proportionate spread to the average funded hours of the existing cohort.

Activity Analysis

The graphs below shows the assumption on number of funded top-ups within the HNB included within the budget, set against the actual experience during the year.



Budget setting assumptions were set on a 14% increase in total funded EHCPs over the course of the year, however the increase actually experienced was almost 30%.

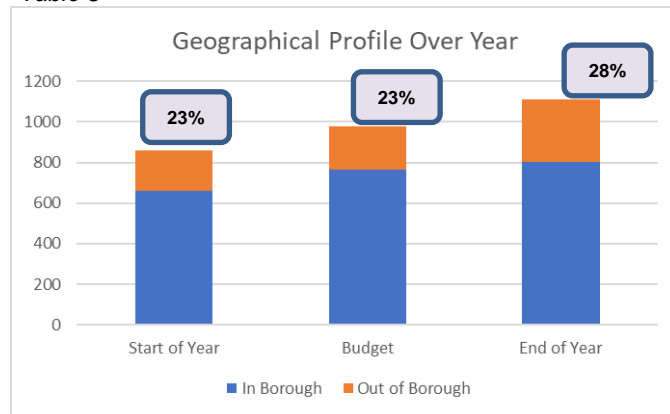
Increases over individual setting types varied, however for most the actual increase experienced was significantly above the 14%, showing a general increase in number of children and young people over a full range of needs.

Table 2

Setting Category	Increase over Year
Mainstream	28%
Resource Bases	15%
Special Schools	21%
Post 16 FE Colleges	39%

When considering the same information across those educated in borough to those out of borough however this shows an increase in the proportion of total funded top-ups that were out of borough.

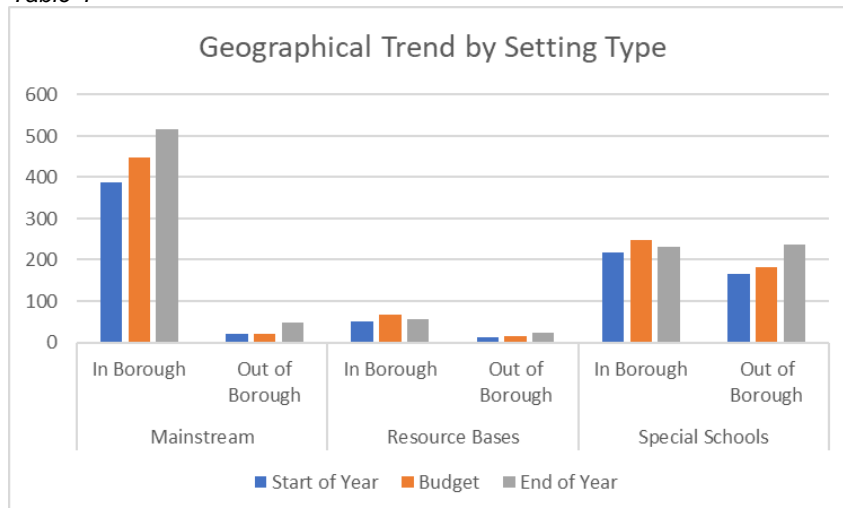
Table 3



* figures above exclude FE colleges as all out of borough

Reviewing the same information per setting type it can be seen that activity over all categories, for both in borough and out of borough, increased over the course of the year.

Table 4



The biggest swing in geographical split was seen for special schools, with out of borough placements increasing from 43% at the start of the financial year to over 50% at the end of the year. This reflects the fact that Wokingham special schools were full and out of borough placements were required to meet need as the overall number of EHCPs rose sharply.

The only category where the budget assumption was higher than actual was for in borough resource bases. This reflected the assumption at the time of budget setting of how empty places would reduce as part of the resource base review.

Cost Analysis

The base of budget setting / forecasting is taken from the cost profile of funded EHCPs at that time. Detailed information is held on individual pupils, which is used for both forecasting / reporting and to generate payments out to schools. During 2021/22 Schools Forum has been provided with activity analysis that has tracked the range of unit costs for each setting type over the course of the year.

A review of unit cost information has shown that while changes in year were experienced on individual pupils changing bandings for example, no significant variations exist between the unit cost profile assumed at the time of budget setting, and that seen over the course of the financial year.

Inflation on Independent & Non-Maintained Placements

Inflationary requests from independent and non-maintained providers are considered as part of contractual arrangements in place. Requests are reviewed based on cost analysis providers must submit, with uplifts capped in line with the South West SEND Framework that WBC is part of.

The contractual inflation impact for Independent and Non-Maintained Special Schools was £20k for the 2021/22 academic year, which represents around 0.2% of total spend.

Summary

The financial impact of meeting the needs for Wokingham pupils with an EHCPs changed significantly over the course of the 2021/22 financial year, with final outturn increasing by £1.8m over that anticipated at the start of the financial year.

Analysis of both activity and unit cost has shown that the key driver of the change was from the increase in the number of funded EHCPs. While a 14% increase in numbers was assumed at the time of budget setting, the actual increase for the year was around 30%.

Background Reports

2021/22 HNB Budget Setting Report – [link to be included](#)

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TITLE	2022/23 Revenue Monitoring Report
FOR CONSIDERATION BY	Schools Forum on 6 July 2022
WARD	None Specific;
LEAD OFFICER	Director, Children's Services - Helen Watson

OUTCOME / BENEFITS TO THE COMMUNITY

This reports forms part of regular reporting to Schools Forum, informing areas of statutory decision making and improving visibility and consultation on wider Dedicated Schools Grant (DSG) financial matters.

RECOMMENDATION

Schools Forum is asked to note the contents of the report, update on the forecast position for the 2022/23 financial year along with associated risks.

SUMMARY OF REPORT

This report provides Schools Forum with an update on the 2022/23 Dedicated Schools Grant (DSG) forecast, as at 31st May 2022.

At the time of budget setting a deficit of £4.1m was anticipated on the DSG for 2022/23 largely as a result of ongoing financial challenges within the High Needs Block. That position was informed by the cost & activity profile known at the time, trend information on increasing pupil numbers, and assumptions on the part year impact of phased transfer changes for the new academic year in September 2022.

The current forecast for the 2022/23 financial year projects a £4.5m deficit, an increase of £400k on that reported at the time of budget setting.

The movement represents updated assumptions within the High Needs Block on changes for the new academic year in September, along with increases in activity, particularly for those in Early Years Foundation Stage and entering Key Stage 1.

The cumulative forecast for the DSG now projects a cumulative deficit of £14.5m to 31st March 2023.

Key risks to the forecast identified of circa £1.7m largely driven by a continued increase in the number of EHCPs.

2022/23 Revenue Monitoring Report

01. Purpose of the Report

This report provides Schools Forum with an update on the Dedicated Schools Grant (DSG) revenue budget forecast for the 2022/23 financial year, as at 31st May 2022.

02. Recommendation

Schools Forum is asked to note the contents of this report, updated on the forecast position for the 2022/23 financial year along with associated risks.

03. Background

The Dedicated Schools Grant (DSG) is a ring-fenced, specific grant provided to Local Authorities that must be spent in accordance with the School and Early Years Finance (England) Regulations. Within the DSG there are four funding blocks:

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- Central Schools Services Block

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At the time of budget setting a deficit of £4.1m was anticipated on the DSG for 2022/23 largely as a result of ongoing financial challenges within the High Needs Block. That position was informed by the cost & activity profile known at the time, trend information on increasing pupil numbers, and assumptions on the part year impact of phased transfer changes for the new academic year in September 2022.

04. **DSG Forecast as at 31st May 2022**

As at 31st May, the DSG forecast for the 2022/23 financial year now reports an in-year deficit of £4.5m. Against the £4.1m indicated at the time of budget setting this represents an increased unbudgeted pressure of £400k.

The movement represents updated assumptions within the High Needs Block on changes for the new academic year in September, along with increases in activity, particularly for those in Early Years Foundation Stage and entering Key Stage 1.

05. **Key Variances & Risks**

The main reasons for the movement of £400k on the deficit anticipated at the time of budget setting is set out below, along with further information and key risks within each block of the DSG. Further information is available in Appendix A.

Schools Block

In-year pressure on the Schools Block of £146k relates to planned and anticipated use of Growth Fund underspend held in reserves from previous years.

Growth Fund

Forecast spend against the growth fund continues to be updated in light of ongoing place planning challenges. The current forecast is within that planned for at the time of budget setting, with contingency remaining in figures of £131k for secondary and £142k for primary. Further detail is provided in Appendix B.

De-delegated Services

No variance is forecast at this early stage of the financial year. £55k brought forward and held on behalf of maintained schools for contingency purposes remains in reserve, with no commitments to date.

High Needs Block

The in-year deficit on the HNB is now forecast at £4.3m, an increase of £481k on that anticipated at the time of budget setting. The increase reflects the continued increase in the number of EHCPs and the difficulty in securing appropriate specialist placements.

The HNB forecast takes account of current known EHCP top-ups and phased transfer information as it is currently available for September 2022. The key driver remains an increasing number of EHCPs, and specialist placements out of borough as Wokingham schools are at capacity.

Special Schools

Forecast increase of £334k, reflecting changes in bandings as a result of annual reviews and increased pupil numbers at Addington.

Following the decision not to increase special school bandings for the 2022/23 financial year, joint discussion is ongoing with Addington to provide assurance on financial planning. Initial forecasts show an in-year deficit for the school of around

£190k, however exploration of that with Addington has indicated that around £140k of that relates to perceived shortfalls in health provision.

The LA is committed to ensuring the financial sustainability of Addington, recognising it as a vital local provision within the SEND Strategy, and joint work will continue to inform early planning for the 2023/24 financial year and beyond.

Post 16 FE Colleges

Forecast increase of £223k, as a result of increasing numbers. There are a number of older individuals within this cohort where costed arrangements for the 2022/23 academic year are not yet known. These have been included in the forecast on the assumption that existing costs will continue to the end of the financial year, and therefore there is some scope for this forecast to reduce.

Further information on budget setting assumptions and key activity trends is provided in Appendix C.

Key risks to the HNB forecast:

1. Unplaced pupils for September – where already with an EHCP the forecast assumes current cost levels continue, however there are a number of very young children without an existing cost profile that are difficult to forecast.
2. Additional activity – current indications from assessment activity are for potentially an additional 30 EHCPs per month. Profiling those across the year at a range of average costs indicates a potential in-year risk not currently included in forecast of circa £1.7m.

	Assumed Average Cost £		7,500	20,000	50,000
	% of monthly activity		50%	45%	5%
	Number of additional EHCPs per month	Number of Months Impact in 2022/23	Cost in 2022/23 Financial Year £	Cost in 2022/23 Financial Year £	Cost in 2022/23 Financial Year £
July	30	9	84,375	202,500	56,250
August	30	8	75,000	180,000	50,000
September	30	7	65,625	157,500	43,750
October	30	6	56,250	135,000	37,500
November	30	5	46,875	112,500	31,250
December	30	4	37,500	90,000	25,000
January	30	3	28,125	67,500	18,750
February	30	2	18,750	45,000	12,500
March	30	1	9,375	22,500	6,250
	270		421,875	1,012,500	281,250
			TOTAL Potential Impact on 2022/23 Forecast		1,715,625

Early Years Block

No in-year variance to budget is forecast on the Early Years Block at this time.

Early Years – Provider Reserve Fund

Contingency of £163k was set aside as part of 2022/23 budget setting, to allow for changes in activity during the year and protect against over allocation on set rates. At this early stage of the year the forecast assumes that this will be fully spent or clawed back by the DfE and therefore no variance is reported.

Central Schools Services Block

No variance or significant risks identified at this time.

06. **Summary**

The attached appendices provide further detail across each of the four DSG blocks.

Appendix A – 2022/23 DSG Revenue Monitoring by Block

Appendix B – Growth Fund

Appendix C – Budget Assumptions & Key Activity Trends

Contact:	Lynne Samuel Finance Business Partner – Children’s Services
Email:	lynne.samuel@wokingham.gov.uk

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Appendix A - DSG Forecast Summary 2022/23

		2022/23 Budget £,000	Budget Changes £,000	A Revised Budget £,000	B Forecast £,000
	Description				
Schools Block	TOTAL Income	(129,842)	-	(129,842)	(129,842)
	TOTAL Expenditure	129,842	-	129,842	129,989
	TOTAL Schools Block Net Expenditure	-	-	-	146
High Needs Block	TOTAL Income	(25,779)	-	(25,779)	(25,996)
	TOTAL Expenditure	29,642	-	29,642	30,340
	TOTAL High Needs Block Net Expenditure	3,863	-	3,863	4,344
Early Years Block	TOTAL Income	(11,289)	-	(11,289)	(11,289)
	TOTAL Expenditure	11,289	-	11,289	11,289
	TOTAL Early Years Block Net Expenditure	-	-	-	-
Central School Services Block	TOTAL Income	(995)	-	(995)	(995)
	TOTAL Expenditure	995	-	995	995
	TOTAL Central School Services Block Net Expenditure	(0)	-	(0)	(0)
Total DSG	TOTAL Income	(167,906)	-	(167,906)	(168,123)
	TOTAL Expenditure	171,769	-	171,769	172,613
	TOTAL 2022/23 Net Expenditure Deficit	3,863	-	3,863	4,490
	Deficit Brought Forward				10,041
	Cumulative Net Expenditure Deficit				14,531

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Schools Block Budget 2022/23

Category	Description	Original Budget	Budget Changes	A	B
		£,000	£,000	Revised Budget £,000	Forecast £,000
Individual Schools Budget	Maintained Schools	48,908		48,908	48,908
	Academies	79,064		79,064	79,064
De-Delegation	Behaviour support services	0	-	-	-
	Support to UPEG and bilingual learners	0	-	-	-
	Licences/subscriptions - Capita Contract	-	-	-	-
	Staff costs – supply cover (maternity)	281	-	281	281
Other Centrally Held	Growth Fund	1,589	-	1,589	1,735
TOTAL Expenditure		129,842	-	129,842	129,989
DSG Allocation		(129,842)		(129,842)	(129,842)
TOTAL Income		(129,842)	-	(129,842)	(129,842)
2022/23 Net Expenditure (Surplus) / Deficit					146

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High Needs Block Budget 2022/23

Category	Description	Original Budget	Budget Changes	A	B	
		£,000	£,000	Revised Budget £,000	Forecast £,000	
Mainstream	Wokingham	Place Funding - Post-16	162	-	162	162
		Top-up Funding	3,439	-	3,439	3,405
	Out of Borough	Top-up Funding	224	-	224	220
Resource Bases	Wokingham	Place Funding	618	-	618	621
		Empty Place Funding	121	-	121	167
		Top-up Funding	919	-	919	1,011
	Out of Borough	Top-up Funding	423	-	423	224
Special Schools 45	Wokingham - Addington	Place Funding	2,550	-	2,550	2,550
		Top-up funding	4,161	-	4,161	4,497
	Wokingham - Chiltern Way	Place Funding	690	-	690	690
		Top-up funding	754	-	754	637
	Out of Borough	Top-up Funding	1,260	-	1,260	1,374
	Independent & Non-Maintained	Placements	9,600	-	9,600	9,600
Pupil Referral Unit	Wokingham	Foundry College	1,763	-	1,763	1,763
		Foundry College New Operating Model	-	-	-	-
Post-16: FE & Colleges	Out of Borough	Top-up Funding	1,014	-	1,014	1,237
Hospital Education		Willow House Hospital Education	244	-	244	244
		Independent Hospital Education	20	-	20	20
Other		Therapies	676	-	676	826
		Support for inclusion	354	-	354	354
		Targeted Education (eg tutors, personal budgets)	500	-	500	588
		Inclusion Group Funding	150	-	150	150
TOTAL Expenditure			29,642	-	29,642	30,340
DSG Allocation			(25,779)		(25,779)	(25,996)
TOTAL Income			(25,779)	-	(25,779)	(25,996)
2022/23 Net Expenditure (Surplus) / Deficit				3,863	4,344	

Early Years Block Budget 2022/23

				A	B	B - A
Category	Description	Original Budget £,000	Budget Changes £,000	Revised Budget £,000	Forecast £,000	Forecast to Budget £,000
Early Years Funding Formula	2 year olds	410	-	410	410	-
	3-4 year olds	9,437		9,437	9,437	-
	Maintained Nursery School	531	-	531	531	-
Grants	EYPP	42	-	42	42	-
	Disability Access Fund	56	-	56	56	-
Centrally retained	Centrally retained (2 yr olds)	17	-	17	17	-
	Centrally retained - 3 & 4 yr olds incl EY Inclusion Service contribution	533	-	533	533	-
	Centrally retained - Early Years Inclusion Funding for individual pupils	100	-	100	100	-
	Contingency - Provider Reserve Fund	163	-	163	163	-
TOTAL Expenditure		11,289	-	11,289	11,289	-
46	DSG Allocation	(11,289)		(11,289)	(11,289)	-
TOTAL Income		(11,289)	-	(11,289)	(11,289)	-

Central School Services Block Budget 2022/23

Category	Description	Original Budget	Budget Changes	A	B	B - A
		£,000	£,000	Revised Budget £,000	Forecast £,000	Forecast to Budget £,000
Strategic and Regulation function	Inspection Workshop Equipment Secondary - Health & safty school trips	12	-	12	12	-
	Finance	117	-	117	117	-
	Contribution to the Children Director Services	162	-	162	162	-
Other	Capita Contracts	150	-	150	150	-
	SACRE	7	-	7	7	-
	Servicing of schools forums	4	-	4	4	-
	Schools Admissions services	232	-	232	232	-
	School Asset Management	49	-	49	49	-
	Education welfare service	117	-	117	117	-
	Licences for Maintained and academies	145	-	145	145	-
TOTAL Expenditure		995	-	995	995	0
DSG Allocation		(995)	0	(995)	(995)	-
TOTAL Income		(995)	0	(995)	(995)	0

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Appendix B
2022/23 Growth Fund Forecast
Forecast for July 2022

				Forecast	
				2022/23	2023/24
			Primary MPPL	4,265	4350
			Secondary MPPL	5,525	5650
Schools - New classes	MPPL 2022/23	MPPL 2023/24 (estimate)	2021/22 Funded Number of Places	2022/23 Forecast £	2023/24 Estimate £
Pre-existing secondary commitments from 2021/22					
Emmbrook Secondary	5,525	5,650	45	98,414	
Piggott School	5,525	5,650	25	54,674	
Bulmershe	5,525	5,650	15	32,805	
Waingels	5,525	5,650	21	45,927	
			106		
Secondary Contingency 2022/23					
Additional secondary places (Y8) for 2021/22 - contingency	5,525	5,650	30	65,609	
Additional secondary places (Y9) for 2021/22 - contingency	5,525	5,650	30	65,609	
Secondary sector places for 2022/23					
Additional secondary places (Y7) for 2022/23 - Piggott	5,525	5,650	34	104,100	76,040
Additional secondary places (Y7) for 2022/23 - St Crispins	5,525	5,650	100	306,177	223,646
Additional secondary places (Y8) for 2022/23 - Emmbrook	5,525	5,650	30	91,853	67,094
Additional secondary places (Y9) for 2022/23 - Bulmershe	5,525	5,650	15	45,927	33,547
Secondary TOTAL				911,096	400,326
Pre-existing Primary commitments 2021/22					
Montague Park (From 01/06/2021 - Year 4 now Year 5)	4,265	4,350	30	50,647	
Montague Park (from 01/09/2021 - Y6)	4,265	4,350	30	50,647	
Keep Hatch Y6 (from October 2021)	4,265	4,350	30	50,647	
Primary sector places for 2022/23 and 2023/24					
Highwood - reception class 2022/23	4,265	4,350	30	70,906	
Highwood - reception class 2023/24	4,265	4,350	30		72,324
Primary sector places for 2022/23					
Keep Hatch additional primary places Year 5 (from Sep 2022)	4,265	4,350	30	70,906	51,660
Keep Hatch additional primary places Year 6 (from Sep 2022)	4,265	4,350	30	70,906	51,660
All Saints additional Primary Places Y5 and Y6 (from June 2022)	4,265	4,350	30	101,294	51,660
Alder Grove additional Y6	4,265	4,350	30	30,388	51,660
Additional primary places contingency Y5 (from Sep 2022)	4,265	4,350	30	70,906	51,660
Additional primary places contingency Y6 (from Sep 2022)	4,265	4,350	30	70,906	51,660
Farley Hill Expansion	4,265	4,350	30	70,906	51,660
Primary TOTAL				709,056	433,942
Primary plus Secondary Growth TOTAL				1,620,152	834,268
Basic Need: New and recently new (growing schools)					
Montague Park				46,000	
Alder Grove Primary				69,000	55,500
Matthews Green Primary Pre Opening Grant (St Cecilia's) TBC					
				115,000	55,500
Total Expenditure				1,735,152	889,768
In year Growth Funding from Schools Block				1,589,000	1,589,000
In year Overspend				146,152	
Reserves b/f				405,546	
Reserves c/f				259,394	

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Appendix D – High Needs Block Budget

Background

At the time of budget setting for the 2022/23 financial year a deficit of £3.8m was indicated for the High Needs Block.

Current forecast indicates an adverse movement of £481k taking projected deficit for the year to £4.3m.

Further information has been provided on the assumptions made at the time of budget setting, with analysis on activity underpinning the early changes in forecast.

Approach to Budget Setting & Forecasting

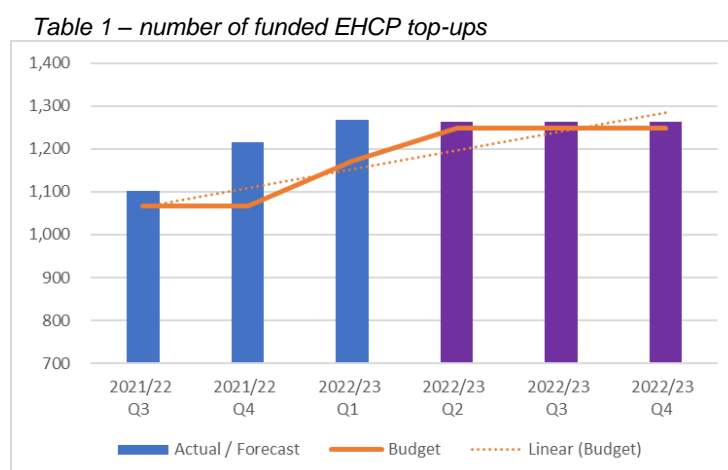
At the time of budget setting and producing the initial forecast for the year, the following were taken into account:

- Costed information on EHCPs / top-ups in place at that time
- High level assumptions on increased activity for the 2022/23 academic year (Sep2022)

At the time of producing the 2022/23 budget, limited information was available on phased transfers and expected changes associated with the new academic year. Significant improvements have been made in the collation and sharing of this information between the SEN and Finance Teams and for the first time, this has now been able to be incorporated into the Q1 forecast. Further improvement work is ongoing to inform assumptions for 2023/24 budget setting at an earlier stage.

Activity Analysis

The graph below shows the assumption on number of funded top-ups within the HNB included within the budget, set against that in the current forecast.



A significant increase in activity was seen over Q4 of the 2021/22 financial year and was therefore not sufficiently known about at the time of budget setting. While the 2022/23 budget allowed for increasing number of EHCPs, actual levels have already reached this at this early point of the year.

This provides for a significant level of risk on the forecast with current assessment activity indicating a potential additional 30 EHCPs per month.

Early Years

The key emerging trend in activity data is that of years 1 and below. In April 2021 the HNB funded 4 top-ups in mainstream settings in Wokingham, with this rising to 46 by April 2022. This represents an increase in excess of 1000%.

From a snapshot of assessment activity in early June, of 128 EHCA's over 70 were in relation to the youngest age group. This represents the largest activity driver and potential additional cost to the HNB. Given the very low numbers experienced previously, little information exists on 'most likely' financial planning assumptions. Progress on this cohort will be kept under close review.

Mainstream Post-16

An area of reducing activity is that of post-16 places in Wokingham mainstream secondary schools. As previously reported to Schools Forum, 27 places are commissioned and funded through the HNB. 12 top-ups were funded in April 2021, which based on current information will fall to around 3 by September 2022.

Cost Analysis

The base of budget setting / forecasting is taken from the cost profile of funded EHCPs at that time. Detailed information is held on individual pupils, which is used for both forecasting / reporting and to generate payments out to schools.

Unit cost profile will continue to be monitored during the year with any material changes being reported regularly through Finance reports.

Inflation on Independent & Non-Maintained Placements

The approach to inflationary requests is in line with that set out for 2021/22. Known impact for the 2022/23 High Needs Block, and included in forecasts, is £51k. A small number of further requests have been received for September 2022 and these are currently under review.

Summary

The financial impact of meeting the needs for Wokingham pupils with an EHCPs changed significantly over the course of the 2021/22 financial year, with a particular increase experienced in the final quarter of the financial year. This was not sufficiently known about to factor into assumptions at the time of budget setting, and as a result increased activity levels planned for in the 2022/23 budget have already been reached.

Improvement work between SEN and Finance has allowed phased transfer information to be built into forecast at a much earlier point of the financial year than what has previously been possible. Further work is being progressed to improve that further for 2023/24 budget setting.

Ongoing assessment activity indicates potentially 30 additional EHCPs per month and therefore significant risks exist on the current forecast.

Agenda Item 43

TITLE 2023/24 Budget Planning

FOR CONSIDERATION BY Schools Forum on 6 July 2022

WARD None Specific;

LEAD OFFICER Director, Children's Services - Helen Watson

OUTCOME / BENEFITS TO THE COMMUNITY

This reports forms part of regular reporting to Schools Forum, informing areas of statutory decision making and improving visibility and consultation on wider Dedicated Schools Grant (DSG) financial matters.

RECOMMENDATION

Schools Forum are asked to note and comment on the report.

SUMMARY OF REPORT

The report provides an update on key considerations and high level timeline for 2023/24 budget setting.

2023/24 Budget Setting July 2022

01. Purpose of the Report

This report provides Schools Forum with an update on key considerations and high level timeline for 2023/24 budget setting.

02. Recommendation

Schools Forum is asked to note and comment on the report.

03. Background

Following the successful introduction of a Schools Block Task & Finish Group in 2019, the approach was widened to the Early Years Block, providing for a more transparent and co-operative approach to budget setting. The Task & Finish Groups review local funding formulas and make recommendations to Schools Forum on the factors to be used in setting budgets.

In addition to the work of the Task & Finish Groups, annual consultation is undertaken with all schools prior to final budget decisions being taken.

This report sets out the proposed arrangements for setting the 2023/24 budgets, further building on the approach taken previously.

The DfE have reaffirmed their intention to implement a National Funding Formula for schools but it is not expected that this will impact 2023/24 budget setting.

04. Task and Finish Group membership for 2022/23 budget setting

Schools Block Task and Finish Group:

Derren Gray (Chair)
Brian Prebble
Carol Simpson
Chris Coniam
Corrina Gillard
Julia Mead
Margaret Lucey
Ben Godber

Early Years Task and Finish Group:

Ian Morgan
Kerrie Clifford
Karen Edwards
Wokingham Early Years Team representative

05. **Proposed arrangements for 2023/24**

The DfE have indicated that they will be issuing Primary and Secondary Units of Funding and Operational Guidance to Local Authorities for the 2023/24 Schools Block Budget around the end of July 2022. This will enable the LA to analyse the implications of the changes to schools funding for the coming financial year and to undertake detailed modelling over the summer period.

Schools Block

It is proposed that the Schools Block Task and Finish Group undertake a review of the current factors in the local funding formula in order to consult with schools as early as possible on the principles to be applied in determining the school budget allocations for the new financial year.

Early Years Block

While funding levels are unlikely to be known until later in the year, it is proposed that the EY Task and Finish Group reconvene early in the Autumn term to review principles for budget setting.

High Needs Block

It is proposed that a High Needs Task and Finish Group is established to progress early discussion on principles for 2023/24 budget setting. Review work with both Addington and Foundry would feed into discussions, with earlier consideration on longer term financial planning assumptions.

06. **Proposed timeline for the 2023/24 consultation and budget setting process**

See Appendix 1 – Proposed Timeline.

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Appendix 1

Timeline for School Budget Planning 2023-24

	JULY			AUGUST			SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER			JANUARY		
ESFA																					
Announcement of pre-16 schools funding and modelling tools																					
Announcement of notional national funding formula allocations																					
Deadline for submitting disapplication requests for response by December																					
Deadline for submitting disapplication requests for response by APT deadline																					
Issue Authority Proform Tool (APT) and pupil number data																					
Announce School Revenue Funding Settlement																					
Deadline for LA to submit APT for validation and approval																					
Foundry Review (ongoing)																					
Check status of De-delegated Services																					
Proposed Task and Finish Group Meetings																					
Update modelling using October 2022 census data																					
Consultation with Schools																					
Disapplication for All-Through School																					
Principles used to determine School Budgets																					
Consultation on indicative allocations																					
Final budget allocations issued to schools																					
Schools Forum meetings																					

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Agenda Item 44

TITLE High Needs Block & SEND IIP Update

FOR CONSIDERATION BY Schools Forum on 6 July 2022

WARD None Specific;

LEAD OFFICER Director, Children's Services - Helen Watson

OUTCOME / BENEFITS TO THE COMMUNITY

This reports forms part of regular reporting to Schools Forum, informing areas of statutory decision making and improving visibility and consultation on wider Dedicated Schools Grant (DSG) financial matters

RECOMMENDATION

Schools Forum is asked to note the update on key programme actions and the Safety Valve Programme.

SUMMARY OF REPORT

The report provides Schools Forum with an update on the High Needs Block, SEND Innovation & Improvement Programme and associated deficit management plan.

Update on the High Needs Block & SEND Innovation & Improvement Programme

.01 Purpose of the Report

To provide Schools Forum with an update on the High Needs Block, SEND Innovation & Improvement Programme and deficit management plan.

.02 Recommendation

Schools Forum is asked to note the update.

.03 Background

As with many other local authorities, Wokingham continues to face significant challenges in balancing available High Needs Block resources with meeting the needs of local children and young people with SEN.

An in-year deficit of £4.5m is forecast for the 2022/23 financial year, with a cumulative deficit of £14.5m forecast by the end of March 2023.

Under the governance of the SEND Innovation & Improvement Programme the local authority seeks to work in partnership with schools, families and a range of stakeholders to identify and deliver a sustainable approach to SEND within the borough.

This report provides an update on the significant programme of work ongoing, the focus of the SEND Improvement Board over the coming months, and Wokingham's participation in the Department for Education's Safety Valve Programme from September 2022.

.04 Update on Key Programme Actions

Transitions

We are continuing to deliver against the Accelerated Progress Plan in respect of the ongoing weakness identified in the SEND Revisit, in terms of the lack of a developed pathway to enable young people with SEND to make a successful transition to adulthood

An action plan of 6 key areas of improvement has been developed with the following key actions:

- Strengthen governance and performance management of transitions for all children and young people with SEND in Wokingham.

- Informed by the outcomes from Action 1 above, establish a clear protocol / policy within WBC that defines transitions and the respective roles of professionals including (but not limited to) Children's Services and Adult Social Care
- Complete coproduced Preparation for Adulthood (PfA) Pathway documentation and guidance for parents, carers and professionals, which articulates the engagement, roles and responsibilities of all key stakeholders/partners at each stage of transition to adulthood
- To improve transition arrangements through RBFT provision
- To continue to increase the number of people aged 14+ who are on GP Learning Disability registers and access an LD Health Check
- Fully utilise NEET/EET & Sept. Guarantee data

Work is progressing under each of these areas, with some areas now completed. We are currently bringing together a range of evidence to support the sharing of impact of the APP.

We continue to work closely with our DfE SEND Advisor, and have our next APP review meeting with the DfE and CQC colleagues scheduled for the 13th July 2022.

Children and Young People's Integrated Therapy (CYPIT)

The Council commissions Occupational Therapy, Speech and Language Therapy and Physiotherapy for Children and Young People with an Education Care and Health Plan (EHCP) where therapy has been identified in the Education section of the plan (Section F).

The commissioned service (CYPIT) is currently provided by Berkshire Healthcare NHS Foundation Trust (BHfT), under a contract which runs to 31 August 2022.

Formal approval was secured to source a provider for these services across Berkshire West, in collaboration with Brighter Futures for Children, Reading and West Berkshire District Council. The subsequent procurement has been led by Wokingham, and tender responses submitted are being evaluated.

The Council will be seeking formal approval to extend the current Wokingham CYPIT contract for a further seven months from 1 September 2022 to 31 March 2023 on current terms and conditions; to accommodate additional time required to complete evaluation and contract mobilisation. Extension of the Wokingham CYPIT contract until the 31 March 2023, will ensure continuity and sustainability of current service provision and the continued delivery of statutory services for the duration of procurement, with a new single CYPIT contract across Berkshire West commencing on the 1 April 2023.

Foundry Review

Review approach in partnership with Foundry College has been progressing well with stage 1 now completed. Through the IIP, with support from commissioning and Foundry a one-year SLA will be in place by early summer. This will then further develop into a new SLA with ongoing work to develop a five-year strategic plan and budget setting around need based on the four key deliverables.

Permanently Excluded, Medically Vulnerable, Alternative Provision, and Outreach.

During the 2021/22, potential funding of £400k has been identified within the High Needs Block to support potential financial activity that may come out of the review and support Foundry on projects of a significant in-year deficit. No funding was drawn down as the actual financial position improved on the school's initial projections. Foundry has set a balanced budget for the 2022/23 financial year, with discussions ongoing around longer term financial planning.

Local Provision Planning

We are currently exploring a range of solutions to address the increasing demand for Local SEND provision.

Solution	Narrative	Outcome
New Special School – SLD / ASD	100 places all through school to cater for similar cohort to Addington	Cost saving on placement and OOB pressures, reduction on transport costs
New Special School – SEMH	75 place special school to cater for children with a specific primary need of SEMH	Cost saving on placement and OOB pressures, reduction on transport costs
Early Years – Early Intervention	Increase specialist intervention for EY settings	Increased management of need at an early stage to reduce cost rises based on non-early intervention
Increased Post 16 Provision	Development of an offer locally to respond to our post 16 SEND needs providing significant improvement on current offering	Better provision at post 16 reduction in cost per pupil and transport
Resource Base Provision	Re-configuring of offering	Better suited provisions (to meet need trends), for pupils at this stage, improved cost implications, reduction in escalation to special school ahead of need
SEND Support Service	Increased specialist intervention for Schools around K code and Ordinarily Available Provision	Increased management of need at an early stage to reduce cost rises based on non-early intervention

.05 Safety Valve Programme

In 2020/21, the Department for Education introduced the 'safety valve' intervention programme for those local authorities with the very highest percentage DSG deficits, recognising that help would be needed for these authorities to turn things around in a short space of time.

The programme required those local authorities to develop substantial plans for reform to their high needs systems and associated spending, with support and challenge from the department, to rapidly place them on a sustainable footing.

Wokingham is due to take part in the 'safety valve' intervention programme from September 2022.

Delivery of the programme to date has focussed on two principal goals, viewed as critical for local authorities' to reach financial sustainability:

- appropriately managing demand for EHCPs, including assessment processes that are fit for purpose;
- use of appropriate and cost-effective provision. This includes ensuring mainstream schools are equipped and encouraged to meet needs where possible, whilst maintaining high standards for all pupils.

Learning from previous safety valve interventions challenges across 5 key headings in meeting the above goals:

- Early Intervention Focus
- Increased SEN Support Offer
- Review EHCP assessment process and thresholds
- Culture change and work with school leaders
- Appropriate and thorough provision mapping, with potential development of more local provision

In preparation for the programme starting in September work will continue to refresh the local DSG Management Plan, assessing local circumstances and progress through the SEND IIP against the goals and key areas above.

Contact:	Sal Thirlway Assistant Director – Learning, Achievement & Partnerships
Email:	sal.thirlway@wokingham.gov.uk

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TITLE	Maintained School Balances
FOR CONSIDERATION BY	Schools Forum on 6 July 2022
WARD	None Specific;
LEAD OFFICER	Director, Children's Services - Helen Watson

OUTCOME / BENEFITS TO THE COMMUNITY

This reports forms part of regular reporting to Schools Forum, informing areas of statutory decision making and improving visibility and consultation on wider Dedicated Schools Grant (DSG) financial matters.

RECOMMENDATION

Schools Forum is asked to note the report and consider whether further information is required on surplus balances.

SUMMARY OF REPORT

Maintained school balances stand at £6m as at 31st March 2022, an increase of £1.26m on that held at the start of the 2021/22 financial year.

While an overall 26% increase in reserves was seen at the end of the 2021/22 financial year, a range of circumstances sit within that.

Of 35 settings, 4 are now in deficit, and a further 7 holding balances below 4% of income. In contrast, 14 schools hold balances above 10% of their 2021/22 income.

Further information is available in Appendix A.

Maintained School Balances July 2022

01. Purpose of the Report

The report provides information on the year end balances for all maintained schools, highlighting those schools with a deficit or significant surplus.

02. Recommendation

Schools Forum is asked to note the report and consider whether further information is required on surplus balances.

03. Background

Within the Scheme for Financing Schools, local authorities must contain a provision which allows schools to carry forward from one financial year to the next any shortfall in expenditure relative to the school's budget share for the year plus/minus any balance brought forward from the previous year.

04. Summary

Maintained school balances stand at £6m as at 31st March 2022, an increase of £1.26m on that held at the start of the 2021/22 financial year.

	Balance as at 01/04/21 £,000	Year End Transfers £,000	Balance as at 31/03/22 £,000
Maintained School Balances			
Nursery	96,767	-15,022	81,746
Primary	-3,628,186	-452,056	-4,080,242
Secondary	78,942	-485,464	-406,522
Special	-831,808	-429,270	-1,261,078
PRU	-511,790	124,732	-387,058
Total DSG	-4,796,075	-1,257,080	-6,053,155

** balances exclude Bulmershe Sports Partnership, and impact of conversions*

This is the second year with a significant increase in school reserves - an increase of 26%. The DfE reported an increase of 28% in the national total of academy reserves (Sept 2021) and colleagues in neighbouring authorities have referred to increases around 30%.

05. **Maintained School Balances**

While an overall 26% increase in reserves was seen at the end of the 2021/22 financial year, a range of circumstances sit within that.

Of 35 settings, 4 are now in deficit, and a further 7 holding balances below 4% of income. In contrast, 14 schools hold balances above 10% of their 2021/22 income.

Further information is available in Appendix A.

Under guidance given to LAs, Schemes for Financing Schools set out requirements for schools in deficit and may contain a mechanism to claw back excess surplus balances.

An update on schools in deficit will be brought to Forum at the October meeting.

The current Wokingham Scheme for Financing Schools does not include any specific mechanism for clawing back surplus balances.

Guidance states that any mechanism should have regard to the principle that schools should be moving towards greater autonomy, should not be constrained from making early efficiencies to support their medium-term budgeting in a tighter financial climate, and should not be burdened by bureaucracy.

The mechanism should, therefore, be focused on only those schools which have built up significant excessive uncommitted balances or where some level of redistribution would support improved provision across a local area,

Schools Forum is asked to consider whether further information is required on surplus balances.

Appendix A – Maintained School Balances as at 31st March 2022

Contact:	Lynne Samuel Finance Business Partner – Children’s Services
Email:	lynne.samuel@wokingham.gov.uk

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Category	School	Reserves as at	Reserves as at	Year End	Movement over 2021/22	RAG
		31st March 2021	31st March 2022	Reserves % of Income		
Nursery	Ambleside Centre	96,767	81,746	-	-15,022	
Primary	Aldryngton Primary	-143,278	-119,064	7.7%	24,214	
Primary	All Saints Primary	-218,588	-179,911	9.7%	38,677	
Primary	Bearwood Primary	-51,765	-19,328	1.3%	32,437	
Primary	Colleton Primary	15,773	-32,648	1.8%	-48,421	
Primary	Emmbrook Infant	-27,292	-18,391	1.5%	8,901	
Primary	Emmbrook Infant HIU	-28,842	20,607	-	49,449	
Primary	Emmbrook Junior	-99,457	-77,289	5.9%	22,168	
Primary	Farley Hill Primary	-225,193	-195,131	17.8%	30,062	
Primary	Finchampstead Primary	-92,433	-82,174	13.4%	10,259	
Primary	Gorse Ride Infant	-105,839	-132,071	14.6%	-26,232	
Primary	Gorse Ride Junior	-179,336	-109,587	9.5%	69,749	
Primary	Grazeley Parochial Primary	-17,838	14,288	-	32,126	
Primary	Hawkedon Primary	-202,920	-386,175	12.0%	-183,255	
Primary	Hawthorns Primary	-154,657	-232,755	11.2%	-78,098	
Primary	Highwood Primary	-172,648	-392,346	15.1%	-219,697	
Primary	Hillside Primary	-31,944	-12,035	0.5%	19,909	
Primary	Lambs Lane Primary	-54,486	-42,626	3.2%	11,860	
Primary	Loddon Primary	-280,428	-272,757	10.2%	7,671	
Primary	Radstock Primary	-1,044	-3,432	0.2%	-2,388	
Primary	Rivermead Primary	-119,299	-223,857	10.5%	-104,558	
Primary	Robert Piggott Infant	-47,013	534	-	47,547	
Primary	Robert Piggott Junior	-11,024	-82,606	8.5%	-71,582	
Primary	Shinfield St Mary's Junior	-232,190	-147,339	8.8%	84,851	
Primary	South Lake Primary	-333,977	-466,413	20.2%	-132,437	
Primary	St Dominic Savio Primary	-189,806	-211,308	10.2%	-21,503	
Primary	St Paul's Junior	-205,334	-200,941	11.3%	4,393	
Primary	Walter Infant	-95,447	-105,813	6.9%	-10,366	
Primary	Willow Bank Infant	-92,502	-46,375	4.8%	46,127	
Primary	Willow Bank Junior	-103,367	-160,436	13.8%	-57,069	
Primary	Winnersh Primary	-96,797	-160,142	7.9%	-63,345	
Primary	Woodley Primary	-29,216	-2,722	0.2%	26,494	
Secondary	Bulmershe	78,942	-406,522	4.9%	-485,464	
Special	Addington	-831,808	-1,261,078	15.7%	-429,270	
PRU	Foundry	-511,790	-387,058	24.6%	124,732	
TOTAL		-4,796,075	-6,053,155		-1,257,080	

**balances exclude Bulmershe Sports Partnership, and conversions not yet transferred at 31st March*

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Agenda Item 46

TITLE	Schools Forum Membership Review
FOR CONSIDERATION BY	Schools Forum on 6 July 2022
WARD	None Specific;
DIRECTOR	Sal Thirlway – Assistant Director for Learning Achievement and Partnerships

OUTCOME / BENEFITS TO THE COMMUNITY

A Schools Forum that is fairly representative of the schools community will be better placed to make decisions with regards to schools finance.

RECOMMENDATION

- 1) That Schools Forum considers the information provided for a decision on its membership for the next academic year;
- 2) That Schools Forum retains the membership structure as currently established.

SUMMARY OF REPORT

The report contains information about the number of pupils on roll per each school type.

Background

Schools Forum undertakes an annual review of its membership to ensure that it continues to have a representation that is indicative of the schools' make up in the borough.

For the purpose of this report, we are taking into account the number of pupils on roll as at the time of the October 2021 census. The number of pupils on roll are as follows:

	NOR	Number of schools	% of the total NOR
Maintained Primaries	8,877	29	57%
Academy Primaries	6,637	25	43%
Total number of primary pupils	15,514		
Maintained Secondary	1,187	1	11%
Academy Secondaries	9,148	9	89%
Special Schools			
Foundry College	47		
Addington	255		
Chiltern way	48 (increasing to 54 in September)		
Willow House	16		
Total	366 (372 in September)		

Analysis of Issues

Schools Forum is asked to consider the current membership structure and decide if any changes are needed for the next academic year.

It is anticipated that All Saints Primary School will become an academy by 1 September 2022, and the number of pupils on roll above reflect this change. Therefore, the only difference from the last academic year, is that one primary school changed to academy status, this represents 239 pupils.

Appendix A – the current membership structure

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe funding pressures, particularly in the face of the COVID-19 crisis. It is therefore imperative that Council resources are focused on the vulnerable and on its highest priorities.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	n/a		

Next Financial Year (Year 2)	n/a		
Following Financial Year (Year 3)	n/a		

Other financial information relevant to the Recommendation/Decision
n/a

Cross-Council Implications
n/a

Public Sector Equality Duty
Please confirm that due regard to the Public Sector Equality Duty has been taken and if an equalities assessment has been completed or explain why an equalities assessment is not required.

Climate Emergency – <i>This Council has declared a climate emergency and is committed to playing as full a role as possible – leading by example as well as by exhortation – in achieving a carbon neutral Wokingham Borough by 2030</i>
n/a

List of Background Papers
n/a

Contact Luciane Bowker	Service Governance
Telephone No 0778 382 8181	Email Luciane.bowker@wokingham.gov.uk

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Total number of members = 23

Schools Representatives	
Maintained Primary Schools – 6 representatives	
Carol Simpson	School Business Manager - Colleton Primary
Corrina Gillard	Primary Head - Emmbrook Infant
Brian Prebble	Primary Head - Rivermead Primary - Vice Chairman
Liz Woodards	School Business Manager - Hawkedon Primary
Vacancy	Primary representative
Vacancy	Primary representative
Maintained Secondary Schools - 1 representative	
Amanda Woodfin	Headteacher - Bulmershe School
Academies – 3 primary and 6 secondary representatives	
Ali Brown	Primary Head - Nine Mile Ride Primary
Julia Mead	School Business Manager - St Sebastian's CE Primary
Luke Henderson	Academy Head – Sonning C of E Primary
Ben Godber	Academy Head - Bohunt School
Derren Gray	Academy Head - The Piggott School
Ginny Rhodes	Academy Head - St Crispin's School
Paul Miller	Trustee - The Circle Trust - Chairman
Shirley Austin	Academy Head - The Forest School
Debra Briault	Academy representative
Special Schools – 1 representative	
Sara Attra	Special School Head - Addington School
PRU – 1 representative	
Iain Thomas	Pupil Referral Unit Headteacher - Foundry College
Non-School Representatives	
Early Years – 2 representatives	
Kerrie Clifford	Maintained Nursery Head - Ambleside Centre
Ian Morgan	Early Years Representative
Wokingham Borough Council – 2 representatives	
Morag Malvern	WBC Councillor
Sal Thirlway	Assistant Director for Learning and Partnerships

Post 16 Education – 1 representative

Paul Gibson

Headteacher - Maiden Erlegh School

Schools Forum Forward Plan 2022/23

12th October 2022	I	2022/23 Revenue Monitoring Report
	I	2022/23 High Needs Block Update
	I	2023/24 DSG Budget Update
	I	Scheme for Financing Schools

7th December 2022	I	2022/23 Revenue Monitoring Report
	I	2022/23 High Needs Block Update
	D	2023/24 Draft Schools Block Budget
	D	2023/24 Proposed De-delegated Budget
	I	2023/24 Draft High Needs Block Budget
	D	2023/24 Draft Early Years Budget
	D	2023/24 Draft Central Schools Services Block Budget

11th January 2023	I	2022/23 Revenue Monitoring Report
	I	2022/23 High Needs Block Update
	D	2023/24 Proposed Schools Block Budget submission
	C	2023/24 Final High Needs Block Budget
	D	2023/24 Final Early Years Budget
	D	2023/24 Final Central Schools Services Block Budget

15th March 2023	I	2022/23 Revenue Monitoring Report
	I	2022/23 High Needs Block Update

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