

## SLOUGH SCHOOLS FORUM

### **SCHOOLS GROUP:**

John Constable (Chair), Peter Collins, Philip Gregory, Valerie Harffey, Ray Hinds, Kathleen Higgins, Richard Kirkham, Susan Marsh, Jo Matthews, Navroop Mehat, Angela Mellish, Carol Pearce, Kathy Perry, Jon Reekie, Jo Rockall, Maggie Waller and Nicky Willis

### **OBSERVERS:**

Eddie Neighbour, Jamie Rockman, Neil Sykes and Councillor Shabnum Sadiq

### **LOCAL AUTHORITY:**

Domenico Barani, Cate Duffy, George Grant, Michael Jarrett, Johnny Kyriacou, Neil Wilcox, Susan Woodland and Vikram Hansrani

**DATE & TIME: TUESDAY, 5TH MARCH, 2019 AT 8.00 AM FOR 8.15AM  
BEECHWOOD RESEARCH AND CONFERENCE CENTRE, LONG  
READINGS LANE, SLOUGH, BERKSHIRE, SL2 1QE**

## AGENDA

### **Apologies**

#### 1. Declarations of Interest

*The Chair will ask Members to confirm whether they have any declarable interests in relation to any item on the agenda.*

*All Members who believe they may have such an interest must declare it and may only:*

- (a) remain in the meeting while that matter is discussed at the discretion of the Chair or Vice Chair, and*
- (b) speak on the matter by invitation.*

*Examples of declarable interests include: where the outcome of a discussion may provide a personal advantage or avoid disadvantage (pecuniary or non-pecuniary), or where the focus of an agenda item and the likely impact of any outcome is wholly or mainly on a school with which the Member is associated.*

#### 2. Any Other Business

#### 3. Minutes of Previous Meeting held on 16 January 2019

**(Pages 1 - 8)**

4. Update on national funding issues/local funding issues
5. Confirmation of Schools Budgets 2019/20
6. High Needs funding - final proposal for banding model
7. Early Years NFF - results of sector survey **(Pages 9 - 14)**
8. Update on Central School Services Block (CSSB) **(Pages 15 - 18)**
9. PFI update
10. Update from Task Groups: 5-16, HNB and Early Years
11. Academies update
12. Schools Forum membership
13. 2018/19 Forward Agenda Plan/Key Decisions Log **(Pages 19 - 26)**
14. Any Other Business

**Slough Schools Forum- Meeting held on Wednesday, 16th January, 2019**

- Present:** John Constable, Langley Grammar School (Chair)  
Peter Collins, Slough & Eton C of E Business and Enterprise College  
Philip Gregory, Baylis Court Nursery School  
Valerie Harffey, Ryvers Primary School  
Kathleen Higgins, Beechwood Secondary School  
Ray Hinds, Baylis Court School  
Susan Marsh, Colnbrook Primary School  
Navroop Mehat, Wexham Court Primary School  
Carol Pearce, Penn Wood Primary School  
Jon Reekie, Phoenix Infant Academy  
Jo Rockall, Herschel Grammar School  
Jamie Rockman, Haybrook College  
Neil Sykes, Arbourvale School  
Maggie Waller, Holy Family Primary School  
Nicky Willis, Cippenham Primary School
- Observers:** Michelle Cooper, Westgate School  
Charmaine Lawrence, Westgate School  
Jo Matthews, Littledown School  
Eddie Neighbour, Upton Court Grammar School  
Brenda Scott, Orchard Hill Academy Trust
- Officers:** Domenico Barani, Catherine Cochran, Cate Duffy, Vikram Hansrani and Michael Jarrett
- Apologies:** Johnny Kyriacou and Susan Woodland
- No Apologies:** Richard Kirkham, Angela Mellish and Kathy Perry

**678. Apologies**

The Chair welcomed everyone to the meeting, including three observers: Brenda Scott from the Orchard Hill Academy Trust; Michelle Cooper, Headteacher and Charmaine Lawrence, School Business Manager, both from Westgate School. All those present introduced themselves.

Apologies for absence had been received from Johnny Kyriacou and Susan Woodland.

There had not been any apologies received from Richard Kirkham, Angela Mellish or Kathy Perry.

It was noted that Cate Duffy would need to leave early.

**679. Any Other Business**

Nothing was tabled for discussion.

**680. Declarations of Interest**

There were none.

## 681. Minutes of Previous Meeting held on 4 December 2018

The minutes of the Schools Forum meeting held on 4 December 2018 were agreed as a correct record, subject to the following amendment:

**Minute 672**, page 6, second paragraph, final sentence should read: “ ..... confirming there would be no implications for the Schools Block.”

### **Matters Arising from those Minutes:**

**Minute 668 (Schools Forum Membership) refers:** It was noted that Jo Matthews had stood down as Special School/PRU Representative. The Chair acknowledged Jo Matthews' valued support and contribution, and explained she would continue as an observer. As a result, the three special/PRU academies had confirmed that Neil Sykes would become Academy Special School member and Jamie Rockman would become Academy PRU member, both for a term of office of two years effective from the date of this meeting.

**Minute 670 (DSG Monitoring Report 2018/19) refers:** a supplementary paper had been issued following discussion at the meeting. As per DfE Regulations, Schools Forum was asked to acknowledge the projected DSG outturn for the year and to formally give approval that the overall deficit be carried forward into 2019-20.

Schools Forum acknowledged the situation and gave approval that the deficit would be carried forward.

**Minute 673 (Banding - High Needs top-up funding - Working Group update) refers:** Vikram Hansrani explained that an email had been sent in early January to those schools with representation at the November Working Group meeting. Friday 25 January had been given as a cut-off for feedback and the Group was due to reconvene on Wednesday 30 January. A report on the final funding model would be presented at the next Schools Forum meeting.

**Minute 674 (Resource Base update) refers:** Vikram Hansrani reported that draft Service Level Agreements (SLAs) had been sent to maintained settings. The documentation for academy schools was approximately two weeks behind schedule but was due to be sent out during the week of this meeting.

## 682. Update on national funding issues/local funding issues

Nic Barani gave a verbal update and confirmed that the Local Authority (LA) had received their 2019/20 DSG settlement of £170.84m, an increase of £5.5m above the originally anticipated amount. The budget setting process was now underway for all four blocks and had to be published to schools by Thursday 28 February. The LA would endeavour to release the information to schools before that date. The following headlines were noted:

- Teachers' pay grant allocated on top of existing budgets.
- Teachers' pension grant: the rates were yet to be finalised, but it was understood they would rise from 16.4% to 23.6% in September 2019. This would be funded by the DfE but funding beyond March 2020 had not been confirmed. Nic Barani would establish whether the funding would be per pupil, as per the teachers' pay award.
- Pupil Premium funding would continue in 2019/20 at the 2018/19 rates.
- Free School meal supplement grant would be £440 per pupil.

- An additional £440,000 funding for the High Needs Block in 2019/20 had been announced in December 2018.

To date, there had not been any information released about the additional funding for the 'little extras' announced by the Chancellor of the Exchequer in the Budget.

### **683. Schools Block Budget - Draft Authority Proforma Tool (APT) 2019/20 and Budget Confirmation Timeline 2019/20**

Copies of the APT were circulated at the meeting and it was noted the final version was to be submitted on Monday 21 January. The first page showed all Slough schools and the provisional revenue budget based on unit rates set at 65% to NFF. The numbers on roll gave an indication of how many children the LA had estimated would be on roll compared to the October 2018 census; the figures had been very close in the majority of cases. It was confirmed that this information was the primary factor for funding and the actual number of pupils used in the consultation had been 27,552. The reception uplift was highlighted, where the LA had estimated pupil numbers higher than actual.

The figures gave provisional 2019/20 school budgets. It was confirmed that the additional £100,000 released by reducing the Growth Fund top slice, as agreed by Schools Forum in December 2018, had been distributed back to schools through the formula.

Nic Barani explained there was currently dialogue with the DfE about the continuation funding stream. The outcome of those discussions could affect the final figures marginally.

Copies of the APT proforma were circulated, showing how the settlement was distributed across the formula factors, including 0.61% top sliced and allocated to Growth Fund.

It was confirmed individual breakdowns of budget share could be provided for academy schools, as was the case with maintained schools. In response from a question regarding the primary/secondary ratio, it was noted that moving towards NFF rates was the priority throughout the 5-16 Task Group discussions rather than consideration of the ratio. However, it was noted that the ratio was reducing over time.

The final submitted APT figures would be presented at the next meeting of Schools Forum, but no significant changes were anticipated.

### **684. De-delegated funding for behaviour support services**

The Chair explained that the four maintained representatives on Schools Forum had been invited to vote on the principle of de-delegation of funding to SEBDOS for 2019/20. The purpose of this vote was to confirm whether a de-delegation proposal needed to be brought to Schools Forum for approval. Three of the four representatives had responded, two representing the primary sector, one representing secondary and all three had voted against the principle of de-delegating funding in 2019-20. It was confirmed that it would therefore not be necessary for any delegation of funding from maintained schools' budgets to be included in the Schools Block APT.

It was stressed that this was not a comment on the SEBDOS Service itself but a wish to align the funding methodology across maintained schools and academies.

There was a willingness amongst schools to carry on working with SEBDOS. Jo Matthews added that she had arranged to meet with all the maintained schools to discuss the principle of SLAs. To date, the feedback received had been positive, with the majority indicating they would continue to buy into the service.

A supporting paper was tabled at the meeting which would be posted on the SBC website.

**The meeting moved to items 10 and 11 on the agenda:**

#### **685. High Needs Block - Deficit Reduction Strategy**

The paper circulated with the agenda outlined the pressures and background to the issues associated with the High Needs Block, which had been discussed previously by Schools Forum. The LA had seen a 56% increase in the number of young people accessing an Education, Health and Care Plan (EHCP), against a 15% increase in funding. As noted, a cumulative overspend of £7.08m was predicted for the current year which included the additional £404,000 confirmed by the DfE.

The report included an illustration of the new requests received. It was pointed out that not only was there an increase in the number of EHCPs but also in the complexity of need, which impacted further on funding. Although there was now stronger governance in place, the increase in demand, including a rise in the number of EHCPs in the under 5s and Post 16 categories led to significantly higher top up funding.

Members were aware there had been an increase in complex needs and comparisons were highlighted. With a more robust process now in place, there was a slight reduction in numbers and stability in EHCPs; overall there was more confidence in the system. In addition, there were now more children in the authority, which would inevitably lead to more EHCPs; however, although the percentage of EHCPs had gone down, it was still higher than the national average.

It was confirmed the full academic year had been shown using the current banding model.

It was noted that Early Years Inclusion funding had been included in the High Needs Block budget-setting but without an allocated budget line. This funding was for the gathering of evidence required to apply for an EHCP, funded at a maximum of £14.00 per hour for 15 hours over 22 weeks.

The continued pressures were indicative of the current year, where it had also been necessary to increase resources for independent special school, post 16 and Hard to Place students. Funding for Early Years and Hard to Place had been reviewed but could impact on another block if the charges were transferred elsewhere. Hard to Place funding was not only about a lack of suitable places but also about meeting pupils' need. There had been an issue previously when this funding came from High Needs and there were not enough places available. The figure of £158,000 which had been factored into the 'Hard to Place' budget had been incorrectly allocated to the High Needs Block as it had been for students who were hard to place due to sufficiency issues.

It was pointed out that 2-3 years before, the LA had not been able to meet the needs of a number of children within the Borough and work was ongoing to review placements, including those not being used, with the aim of bringing those children back into Slough. There was a focus on mainstream inclusion to reduce the overspend, along with SEND strategies in maintained schools: the LA was working closely with Arbour Vale and other associated agencies to ensure the right support was in place. Discussions had been held with other LAs experiencing similar pressures and the situation was being monitored.

The ESFA had requested that LAs inform them how deficits, particularly in High Needs, were being addressed. Cate Duffy confirmed that the report shared with the ESFA before Christmas was as presented at this meeting. The ESFA had been told the LA was doing all it could to address the issue. Work was ongoing to improve the systems for schools and children, whilst also dealing with issues individual to Slough. There was clear evidence of underfunding whilst demand increased but this was a national issue.

It was agreed the information presented was helpful but did not address how the deficit was to be reduced. Cate Duffy confirmed that the ESFA had been informed the LA was not in a position to reduce the total deficit but had demonstrated strategies introduced to rationalise the situation and develop closer working relationships with schools. More clarity was requested and members were assured all possible was being done to address the situation. It was confirmed that figures could be allocated against a number of the savings already identified.

Concern was expressed by Forum members that with the continued budget cuts, more issues would be passed to schools that were also experiencing reduced funding. Cate Duffy acknowledged there were collective pressures around better provision being provided in mainstream settings which could take 2-3 years to embed. It was acknowledged that workforce development could be offered through SENCo training, peer to peer work etc.

It was confirmed a paper exploring the possibility of reassigning funding between blocks was to be drawn up.

It was reported that since the formation of the Resources Base Working Group, the Base at Foxborough had been closed but work continued with Priory and Early Years providers.

A Forum member challenged the use of the term 'historic failings' in connection with Resource Bases. It was agreed that there should be transparency about these issues, which had concerned a small minority of Resource Bases, and were focused on around commissioning arrangements.

In response to a query from a Forum member, the link between High Needs and PFI was acknowledged and it was confirmed that PFI would be taken into account to reduce the deficit. This would be supported by a paper to Forum for the March 2019 meeting.

**9.20am: Cate Duffy left the meeting**

**686. High Needs Block - Centrally Retained Budget 2018/19**

Vikram Hansrani explained that historically the use of centrally retained High Needs funding had not been clear, but in response to a request from Forum made earlier in 2018, the supporting paper gave details of the services and resources available by allocated budget. Forum members acknowledged that a great deal of work had gone into preparing the information now made available, and welcomed the transparency.

Vikram Hansrani explained that a new Speech and Language Therapy service provider, Berkshire Healthcare Foundation Trust (BHFT) had been appointed late in 2018 and were to start working on EHCPs with effect from week beginning Monday 21 January 2019. Headteachers and SENDCOs had been informed by email and a list of all the children concerned had been provided to BFHT: members were assured that the LA was working closely with the new provider to ensure all children were accounted for. There would be no further funding available and work therefore also continued to address the management of the funding gap.

The content of the new commissioned services was queried and whether this would be available from Friday 1 February when the previous contract arrangements expired. Vikram Hansrani confirmed that a further meeting was due to be held during the current week, after which a communication would be made giving updated information, including details of a launch date.

#### **The meeting returned to items 8 and 9 on the agenda:**

#### **687. Early Years Centrally Retained Funds 2019/20**

A report had been made available explaining the reduction to the Early Years Centrally Retained Funds 2019/20, giving line by line detail as requested by members. The Early Years Inclusion Funding (Grant) gave details of financial support to the LA and central Early Years statutory expenditure duty, separated out for information.

It was noted that, due to the reduction in DSG funding by approximately £50,000, proposals had been put forward to reduce the service. The funding for 2, 3 and 4-year olds, which had been extended to cover 30 hours, was a statutory provision. It was proposed that SEBDOS was retained at £42,000. The £25,000 reduction proposed for practical support could be justified as that figure had historically not been fully utilized; the reduced figure of £50,000 allocated was manageable but would be reviewed mid-year. Further savings included the loss of a member of staff, whose work would be covered by colleagues and another member of staff had reduced their hours.

Other aspects had increased and the funding for 2, 3 and 4-year olds had to be maintained. There had been one year to ensure the model was fit for purpose and it was now being shared by the DfE as an exemplar with other LAs. There would be in-year adjustments during 2019/20 which were, as always, subject to change.

Schools Forum members noted and agreed the use of Centrally Retained Funds 2019/20 for the Early Years block.

#### **688. Early Years Block 2019/20 - Proposed Formula**

It was noted that a Task Group meeting was being arranged for Thursday 7 February. Members would be asked to review an increase in the formula of £0.03

per hour for 3 and 4-year-old funding and by £0.01 per hour for 2-year olds. The LA had contacted those supplying providers and the majority had favoured an increase: those that did not support an increase for 2-year olds did not actually provide for that age group.

**The meeting returned to the running order of the agenda:**

**689. Update from Task Groups: 5-16, HNB and Early Years**

**Early Years:** as noted, planned to meet Thursday 7 February

**5-16:** had not met.

**High Needs Block:** had not met.

**690. Academies Update**

There was nothing to report.

**691. 2018/19 Forward Agenda Plan/Key Decisions Log**

The 2018/19 Forward Agenda Plan and Key Decision Log were noted and the Forward Agenda Plan would be amended to include items discussed.

The agenda for the Schools Forum meeting scheduled on Wednesday 15 May was short and, if it were decided the meeting should be cancelled, all attendees would be informed.

**692. Any Other Business**

**Nursery Funding**

Philip Gregory and Michael Jarrett drew members' attention to a national issue regarding supplementary funding for maintained nursery schools. If supplementary funding were withdrawn, maintained nursery schools would be at risk of closure. The funding for Slough had already been reduced from £1.3m to £730,000. The LA had met with, and supported Nursery School Headteachers but it was difficult to plan ahead as the DfE had delayed their decision. Providers across the country were lobbying MPs and Forum members offered their support: Philip Gregory would send the Chair copies of the supporting documentation and the Chair agreed to write on behalf of Schools Forum to the Education Secretary.

(Note: The Meeting opened at 8.15 am and closed at 9.35 am)

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**SLOUGH SCHOOLS' FORUM**  
**5<sup>th</sup> March 2019**

**Directorate of Children Learning and Skills**

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**Early Years National Funding Formula 2019-20**  
**Update**

**1 PURPOSE OF THE REPORT**

This report updates Schools' Forum (SF) on the conclusion of the Early Years National Funding Formula (EYNFF) modelling following the outcome of the consultation with the Early Years sector and the Task Group meeting of the 7<sup>th</sup> February 2019.

**Background**

- 1.1 The January Schools' Forum received a verbal update on progress to incorporate the changes required for 2019-20.

**2 RECOMMENDATIONS**

- 2.1 That Schools' Forum:
- Notes the conclusions of the work to develop the 2019-20 EYNFF funding model and associated budget development.
  - Notes the outcome of the sector wide consultation.

**3 REASONS FOR RECOMMENDATION**

- 3.1 The January Schools' Forum received a verbal update on the preparation of the 2019-20 EYNFF under the auspices of the Early Years Task group and this report offers a final update. Officers are grateful to the sector representatives who participated in the Task Group and consultation exercise.

**4 SUPPORTING INFORMATION**

- 4.1 Schools' Forum must be consulted on changes to local Early Years funding formulas, including agreeing central spend by the 28<sup>th</sup> February, although the final decision rests with the local authority. This was achieved in detail through the Task Group meeting held to develop and agree the Early Years budget.

- 4.2 Financial modelling was undertaken to stress test various hourly rates against estimated participation, using a dynamic sliding tool to establish affordability. It was agreed that a modest rate increase was affordable, whilst allowing for growth within the sector. The respective hourly rates were consulted upon across the sector via a Survey Monkey poll.
- 4.3 The consultation was opened to the Early Years sector on 9<sup>th</sup> January 2019 and closed on the 23<sup>rd</sup> January 2019. The results are viewable under appendix A. The sector were asked two questions and to choose one option for each question.

**Question 1. 2 Year Old Funding Rate:**

Option 1 – remain as is, at £5.58

Option 2 – secure an increase to £5.59.

**Question 2. 3-4 Year Old Funding rate:**

Option 1 – remain as is, at £5.35

Option 2 – secure an increase to £5.38.

For information, the deprivation factor, a supplementary factor, remains the same at £0.75 per hour.

- 4.4 The results of the consultation were as follows.

**Question 1 (2 yr. olds) Option 2, an increase to £5.59**

**Question 2 (3 and 4 yr. olds) Option 2, an increase to £5.38**

- 4.5 A summary of the financial impact of the overall final position is set out in appendix B. It uses the estimated participation rates for 2019/20 which has been provided by and validated by the Early Years Service.
- 4.6 The preferred hourly funding rates taken from the consultation results was presented and discussed with the Early Years' Task Group on the 7<sup>th</sup> February 2019, where it was agreed to implement the aforementioned proposed hourly rates for 2019/20.
- 4.7 Schools' Forum will recall the statutory requirement to pass through 95% of Early Years DSG to 3 and 4 yr. old providers in 2019-20. Local authorities were provided with a compliance test formula by the ESFA to confirm the test would be met. This test was a fundamental feature of the modelling, viewable at Appendix C, which demonstrates its compliance with Early Years National Funding Formula regulations.

## **5 ALTERNATIVE OPTIONS CONSIDERED**

5.1 Not applicable.

## **6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### 6.1 Monitoring Officer

The relevant legal provisions are contained within the main body of this report.

### 6.2 Section 151 Officer – Strategic Director of Resources

The financial implications of the report are outlined in the supporting information.

### 6.3 Access Implications

There are no access implications.

## **7 CONSULTATION**

7.1 Not applicable

### Contact for further information

Michael Jarrett

Service Lead – Early Years

[Michael.jarrett@slough.gov.com](mailto:Michael.jarrett@slough.gov.com)

Domenico Barani

Group Accountant – Children and Schools.

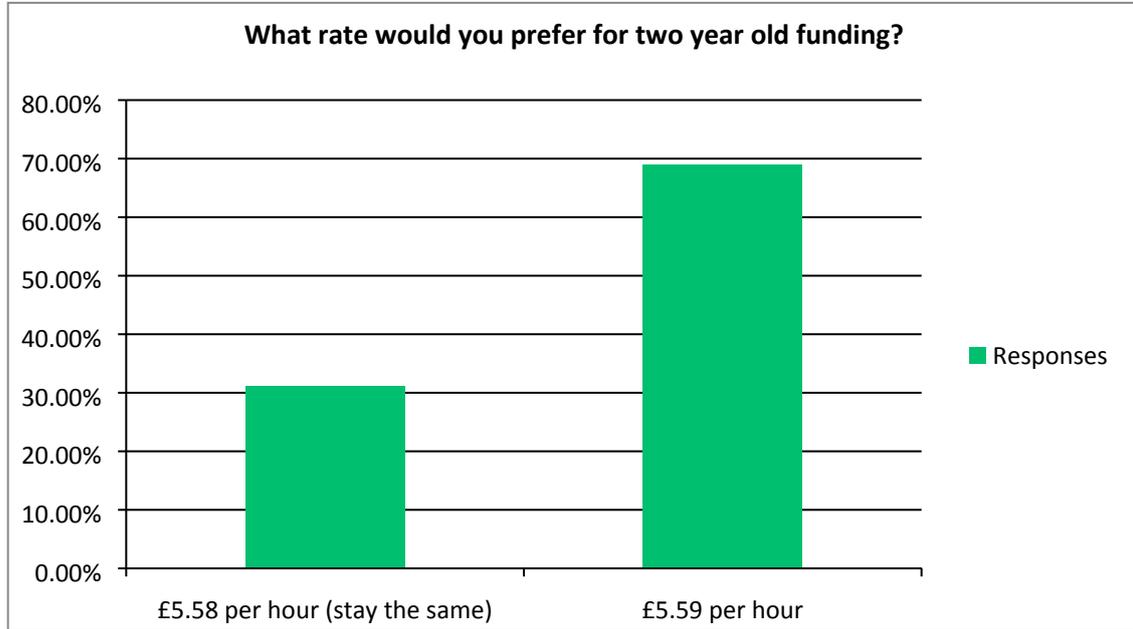
[Domenico.Barani@slough.gov.uk](mailto:Domenico.Barani@slough.gov.uk)

## Appendix A

Free Early Education Funding Rates 2019-20

### What rate would you prefer for two year old funding?

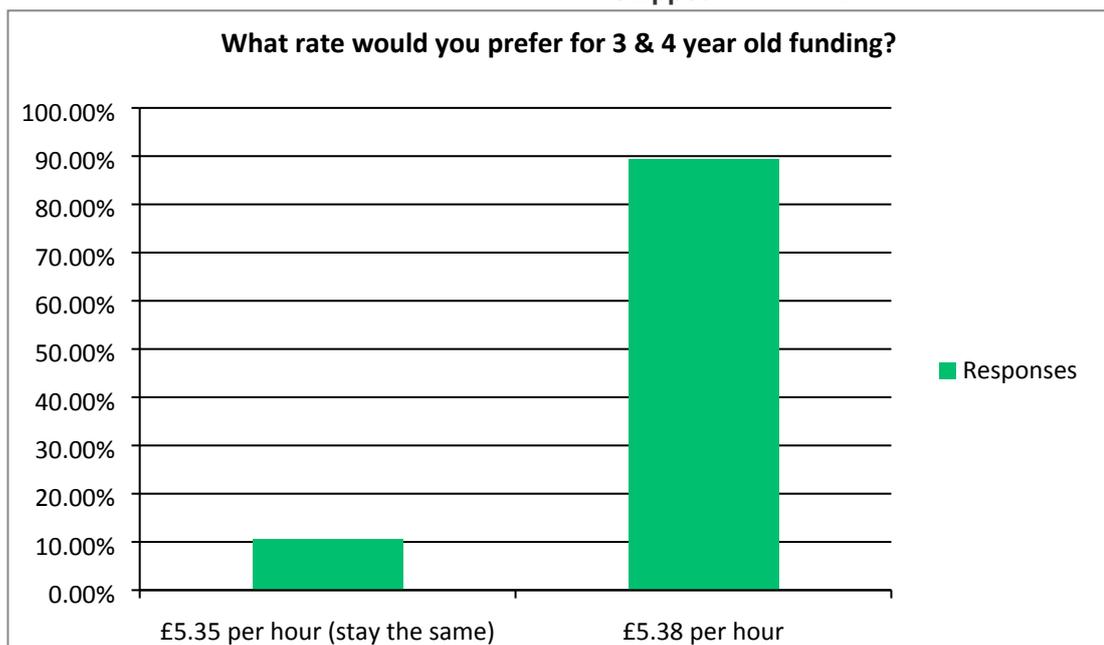
Answer Choices	Responses	
£5.58 per hour (stay the same)	31.08%	23
£5.59 per hour	68.92%	51
<b>Answered</b>		<b>74</b>
<b>Skipped</b>		<b>2</b>



Free Early Education Funding Rates 2019-20

### What rate would you prefer for 3 & 4 year old funding?

Answer Choices	Responses	
£5.35 per hour (stay the same)	10.67%	8
£5.38 per hour	89.33%	67
<b>Answered</b>		<b>75</b>
<b>Skipped</b>		<b>1</b>



## Appendix B

<b>Option 2</b>	
<b>3-4 Yr. Old</b>	
DfE Rate	£5.79
Slough Rate	£5.38
Hours (Slough Estimate)	2,023,500
Pass Through Cost	£10,886,430
Supplement - Deprivation	£105,796
Contingency	£88,059
SEN Inclusion	£50,000
<b>Subtotal Pass Through</b>	<b>£11,130,285</b>
Average Hourly Rate	£5.50
DfE Rate	£5.79
Pass through Compliance	<b>95.00%</b>
MNS	£771,826
Centrally Retained 3-4 Yr. Old	£615,744
Growth	£580,579
<b>TOTAL 3-4 Yr. Old</b>	<b>£13,098,433</b>
<b>2 Yr. Old</b>	
DfE Rate	£5.88
Slough Rate	£5.59
Hours (Slough Estimate)	232,400
<b>Subtotal Pass Through</b>	<b>£1,299,116</b>
Centrally Retained 2 YO	£69,055
<b>Total 2 Yr. Old Budget</b>	<b>£1,368,171</b>
Disability Access Fund	£55,350
EYPP	£68,905
<b>Grand Total</b>	<b>£14,590,858</b>
	-
Settlement	£14,592,051
Variance	-£1,193
Centrally Retained	£684,799
SEN Inclusion	£50,000
	<u>£734,799</u>

## Appendix C

Calk	DfE Line	Description	DfE Example	Option 2
A	1	Anticipated budget for base rate (including funding to MNS) for 3 and 4 year olds for UNI and EXT	£13,000,000	£10,887,469
	2	Anticipated budget for MNS lump sums for 3 and 4 year olds	£700,000	£771,826
	3	Anticipated budget for supplements for 3 and 4 year olds: Deprivation (including funding to MNS)	£600,000	£105,796
	4	Anticipated budget for supplements for 3 and 4 year olds: Quality (including funding to MNS)	£300,000	£0
	5	Anticipated budget for supplements for 3 and 4 year olds: Flexibility (including funding to MNS)	£200,000	£0
	6	Anticipated budget for supplements for 3 and 4 year olds: Rurality (including funding to MNS)	£200,000	£0
	7	Anticipated budget for supplements for 3 and 4 year olds: EAL (including funding to MNS)	£100,000	£0
	8	Anticipated budget for 3 and 4 year old SEN inclusion fund (top up grant element)	£400,000	£50,000
	9	Anticipated budget for 3 and 4 year old contingency	£1,000,000	£88,059
			Subtotal =	£16,500,000
B	10	DfE initial quantum allocation to local authority of MNS supplementary funding	£98,000	£771,826
C	11	Planned total base rate hours for universal 15 and additional 15 hours for 3 and 4 year olds	2,950,000	2,023,693
D	12	Equivalent average rate to providers for entitlement hours for 3 and 4 year olds $(A-B) / C$ $= (lines 1+2+3+4+5+6+7+8+9 - 10) / (line 11)$	5.56	5.50
E	13	LA EYNFF hourly rate for 3 and 4 year olds (published alongside this document, or in DSG tables in future)	5.83	5.79
F	14	Test of meeting requirement $F = (D / E) * 100 = ((line 12) / (line 13)) * 100$	95.4%	95.00%

**SLOUGH SCHOOLS' FORUM**  
**5 March 2019**

**Directorate of Children Learning and Skills**

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**Central Schools Services Block (CSSB) 2019-20**

**1 Purpose of Report**

To advise the Forum of the updated funding figures for the Central Schools Services Block (CSSB) in 2019-20.

**Background**

The DfE announced the funding for the four blocks of the 2019-20 DSG in December 2018. Funding for the CSSB has subsequently been updated and the cost of the copyright licenses has been confirmed.

**2 Central Schools Services Block (CSSB)**

**2.1 Copyright Licences**

In December, Schools Forum agreed to move £124, 325 from the High Needs Block (HNB) to the CCSB to cover the cost of copyright licences. This was a provisional figure based on the 2018-19 cost. Confirmation has now been received for the cost of these licenses for 2019-20, the total of which is, £131,960.

• **Copyright Licences - £131,960**

Negotiated by the Secretary of State for all authorities, schools cannot opt out of these licences;

- Copyright Licensing Agency (CLA)
- Schools Printed Music Licence (SPML)
- Newspaper Licensing Authority (NLA)
- Education Recording Authority (ERA)
- Public Video Streaming Licence (PVSL)
- Motion Picture Licensing Company (MPLC)
- Phonographic Performance Limited (PPL)
- Performing Rights Society (PRS)
- Mechanical Copyright Protection Society (MCPS)
- Christian Copyright Licensing International (CCLI)

**2.2 Budget**

The Forum was previously informed of the provisional settlement for this block of funding as £636,804, requiring a budget transfer of £264,566 from the HNB. The settlement has subsequently been updated and the CSSB has increased to £654,000.

Based on the latest settlement, the CSSB element of the DSG will be insufficient to cover the expenditure required from this block. The shortfall is £255,005, £9,561 less than previously stated.

Please see **Appendix 1** for the final detail of this block.

### **3 RECOMMENDATIONS**

#### 3.1 Forum notes:

- the reduced budget transfer of **£255,005** required from the High Needs Block to the Central Schools Services Block.
- the cost of the 2019/20 Copyright Licences - **£131,960** (as negotiated by the Secretary of State)

### **4 ALTERNATIVE OPTIONS CONSIDERED**

#### 4.1 Not applicable

### **5 SUPPORTING INFORMATION**

#### 5.1 The details for the 2019/20 CSS block can be found on the following link should further detailed information on the central block be required; please refer to the link below from the DfE website.

[Central Schools Services Block Technical Note](#)

### **6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

#### 6.1 Monitoring Officer

The relevant legal provisions are contained within the main body of this report.

#### 6.2 Section 151 Officer – Strategic Director of Resources

The financial implications of the report are outlined in the supporting information.

#### 6.3 Access Implications

There are no access implications.

### **7 CONSULTATION**

Not applicable

#### Contact for further information

Susan Woodland

DSG Consultant

[Susan.Woodland@slough.gov.uk](mailto:Susan.Woodland@slough.gov.uk)

## Appendix 1

Central Services Schools Block 2019-20

Area	Service	Budget	Allocation	Variance	Contributions to balance CSSB
Contribution to Combined Budgets	LA Safeguarding Children's Board	30,000			
<b>Historical Cmt sub total</b>		<b>30,000</b>	78,000	48,000	
Servicing of Schools Forum		53,055			
Admissions		178,100			
Copyright Licences		131,960			Transfer from HNB 131,960
Education Welfare (Former ESG)		144,672			
Asset Management ( Former ESG)		12,818			
Statutory & Regulatory (Former ESG) including Virtual School		358,400			
<b>Ongoing Cmt Sub Total</b>		<b>879,005</b>	576,000	-303,005	Transfer from HNB 123,045
<b>Grand Total</b>		<b>909,005</b>	<b>654,000</b>	<b>-255,005</b>	<b>255,005</b>

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**Slough Schools' Forum:  
2018/19 Forward Agenda Plan**

**Meeting 4 –Tuesday 5 March 2019**

<b>No.</b>	<b>Description</b>	<b>Lead</b>
1.	Update on national funding issues/local funding issues	Nic Barani
2.	Confirmation of Schools budgets 2019/20	Nic Barani
3.	High Needs funding – final proposal for banding model	Vikram Hansrani
4.	Early Years NFF – results of sector survey	Michael Jarrett
5.	Update on Central School Services Block (CSSB)	Nic Barani
6.	PFI update	Nic Barani
7.	Update from Task Groups: 5-16, HNB and Early Years	
8.	Academies update	
9.	Schools Forum Membership	Chair
10.	2018/19 Forward Agenda Plan/Key Decisions Log	

**Meeting 5 – Wednesday 15 May 2019**

<b>No.</b>	<b>Description</b>	<b>Lead</b>
1.	Update on national funding issues/local funding issues	Nic Barani
2.	Update from Task Groups: 5-16, HNB and Early Years To include annual review of Terms of Reference	
3.	Academies Update	
4.	2018/19 Forward Agenda Plan/Key Decisions Log	

Meeting to be **cancelled** as no urgent agenda items.

**Meeting 6 – Thursday 4 July 2019**

<b>No.</b>	<b>Description</b>	<b>Lead</b>
1.	Update on national funding issues/local funding issues	Nic Barani
2.	2018-19 Growth Fund outturn	Tony Madden
3.	Annual DSG Report 2018/19	Nic Barani
4.	Review of the Scheme for Financing Schools 2019/20	Nic Barani
5.	Update from Task Groups: 5-16, HNB and Early Years To include annual review of Terms of Reference	
6.	Early Years Update	Michael Jarrett
7.	Schools Forum Membership	
8.	Academies Update	
9.	2019/20 Forward Agenda Plan/Key Decisions Log	

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**Schools Forum Key Decisions Log September 2016 and ongoing**

<b>Issue and Decision</b>	<b>Schools Forum date</b>	<b>Schools Forum agenda item no.</b>	<b>School Forum Minute</b>
<b>Membership Update</b>			
Kathleen Higgins attending as an observer now that Beechwood is an academy	13/10/16	4	511
<b>PFI Proposal</b>			
Clarification of factor and SBC contribution to affordability gap deferred to December	13/10/16	5	510
<b>High Needs Block</b>			
Significant pressure on High Needs Block with overspend in range of 800k. Range of recovery options being considered by SBC	13/10/16	7	514
<b>PFI Update</b>			
£500k PFI contribution raised by the new finance officer (section 151). It was flagged up that the council may need to make a further request for contribution from the DSG. Other savings will be explored across the council but if a further request is made a full consultation will be employed with schools.	06/12/16	5	524
<b>High Needs Block</b>			
Overspend has been reduced to £300k at the current time. Figure can still fluctuate. Detailed recovery plan will be drafted.	06/12/16	6	525
<b>Centrally Retained</b>			
Recommendation agreed to retain £723,598	06/12/16	7	526
<b>Education Support Grant</b>			
School improvement and statutory services noted and Schools Forum agreed the transfer of the £430k from ESG to centrally retained. Total supported functions amount to £1.036 million. Includes bridging post between STSA and SBC	06/12/16	8	527
<b>De-delegated items</b>			
Behaviour Support Services (SEBDOS) approved but 5k for trade union activity NOT approved	06/12/16	10	529
<b>Growth Fund 2017-18</b>			
£900k centrally retained support for primary and secondary 2017/18 approved.	06/12/16	11	530
<b>Matters arising</b>			
SBC will not seek any portion of 500k PFI affordability gap for 2017/18. May present new proposals for 2018-19 following full consultation.	10/01/17	2	537
<b>ESG de-delegation</b>			
45k ESG de-delegation paper approved by maintained schools.	10/01/17	3	538
<b>Schools Block Budget</b>			
SBC consulted on requesting one-off 300k top slice from High Needs Block. Slough losing money overall as a result of change to National Funding Formula. Schools Forum encourages all schools to respond to Phase 2 of the DfE NFF consultation which closes 22nd March and will share response from Schools Forum once complete at March meeting.	10/01/17	4 and 5	539
<b>Forum membership</b>			
Updated membership in light of academy conversions meant deleting two vacancies from maintained schools and need to recruit two new academy members.	10/01/17	9	544
<b>National Fair Funding Update</b>			
DfE Stage 2 consultation: schools were encouraged to make individual responses (deadline 22nd March) in addition to collective Schools Forum response. <a href="https://consult.education.gov.uk/funding-policy-unit/schools-national-funding-formula2/">https://consult.education.gov.uk/funding-policy-unit/schools-national-funding-formula2/</a>	09/02/17	4	550
<b>Growth Fund 2017-18</b>			
2017-18 Growth Fund criteria agreed. Unit values were previously in line with 2015-16 AWPU values, but 2017-18 AWPU rates will now be used, with average of KS3 and KS4 for secondary. Agreed to fund numbers in bulge classes which open / fill after October census subject to costing and noted that Growth Fund criteria have to be confirmed by Schools Forum every year.	09/02/17	6	552
<b>High Needs Block</b>			
Schools Forum consulted on draft High Needs Block and some outstanding clarifications pending. .	09/02/17	7	553
<b>Matters Arising</b>			
A firm commitment was made by the LA to bring a detailed report to the October Schools Forum meeting to explain all PFI identified within the DSG, particularly relating to the Council's contribution and to the High Needs Block.	06/07/17	3	562

**Schools Forum Key Decisions Log September 2016 and ongoing**

<b>Review of Scheme for Financing Schools</b>			
A review will be completed over summer with consultation (maintained schools only) in September and proposals for any amendments to come to Schools Forum in October.	06/07/17	4	563
<b>Early Years Funding Formula</b>			
The hourly rates for 2 year olds, and for 3 and 4 year olds have been implemented following consultation; consultation will be carried out with regard to 2018/19 formula; required to move to full implementation of universal base rate for 3 and 4 year olds by April 2019.	06/07/17	6	565
<b>Membership</b>			
Vacancies in academy membership and extensions of terms of office of a number of members to be progressed with relevant groups: academy proprietors and Chairs of Governors as appropriate.	06/07/17	7	566
<b>High Needs Block Centrally Retained</b>			
Centrally retained budget of £2.4 million: work in progress with savings of £100k identified to date; further review over the summer and detailed breakdown will be provided for October Schools Forum including all references to PFI in High Needs Block.	06/07/17	8	567
<b>High Needs Group Terms of Reference</b>			
Terms of Reference for High Needs Group were endorsed.	06/07/17	9	568
<b>Membership</b>			
The membership of a number of members of Schools Forum was confirmed for a further term of office to July 2019 following consultation with academies and maintained schools: Maggie Waller, Navroop Mehat, Carol Pearce and Angela Mellish (maintained) and Helen Huntley, Gillian Coffey, Nicky Willis, Jo Rockall and John Constable (academies). Three academy vacancies: Kathleen Higgins and Valerie Harffey proposals have been agreed; one further nomination had been made: Peter Collins and this will be followed up.	10/10/17	2	575
<b>Chair and Vice Chair</b>			
Election of Maggie Waller as Chair and John Constable as Vice Chair confirmed to June 2018	10/10/17	2	575
<b>Schools' DSG Out-Turn 2016/17</b>			
Report noted with the 13 maintained schools carry forward balances.	10/10/17	5	578
<b>Early Years Funding</b>			
Report noted and EY Task Group to meet as part of the development of the 2018-19 budget.	10/10/17	6	579
<b>High Needs Block</b>			
Report noted including 2016/17 overspend in High Needs Block on £1,468,700. Aim is to balance the spend over two years and work is ongoing with further detail and clarification to be covered in High Needs Block group due to meet in October.	10/10/17	7	580
<b>National Funding Formula</b>			
Update provided and Task Group to meet to look at modelling for 2018/19 transition to NFF.	10/10/17	10	583
<b>Langley Hall Primary Academy: Exceptional Premises Factor Request</b>			
A request from Langley Hall Primary Academy for the creation of an exceptional premises factor to support payment of a school buildings lease was referred to all schools for full and detailed consultation. Following the consultation, as proposed in the report, Schools Forum will make the final decision about the factor, taking account of the results of the consultation.	10/10/17	11	584
<b>Scheme for Financing Schools</b>			
Consultation with maintained schools to take place on changes to the Scheme for Financing Schools. Changes are to bring Scheme in line with DfE current guidance.	10/10/17	12	585
<b>School Improvement and Education Services Grant 2017/18</b>			
Report corrected inaccuracies from December 2016 reports and re-profiled the ESG elements correctly. Implication is that funding of School Improvement supported by Schools Forum could be reduced for 2018/19.	10/10/17	13	586
<b>Minutes of Previous Meeting</b>			
John Constable would write to academy proprietors requesting approval of the appointment of Peter Collins	09/11/17	3	593
Clerk to draft letter to members who did not attend Schools Forum meetings regularly			
John Voytal to circulate table of Scheme for Financing Schools			
<b>Schools National Funding Formula 2018/19</b>			
NFF models to be submitted to 5-16 Task Group prior to consultation with schools	09/11/17	5	595
<b>Schools Forum Constitution Update</b>			
Slough Schools Forum Guidance update to be taken to full Council	09/11/17	7	597

**Schools Forum Key Decisions Log September 2016 and ongoing**

<b>Matters Arising</b>			
Noted closing date for election process for academy member noted: Friday 8 December 2017	06/12/17	2	602
<b>Formula Changes for 2018/19</b>			
3 options presented at meeting, consultation to be sent to schools, agreed to extend closing date for responses to 9 January 2018.	06/12/17	4	604
<b>Scheme for Financing Schools</b>			
Reported no issues following consultation. Consultation with maintained schools completed. Maintained schools' members of Forum approved the revised scheme.	06/12/17	6	606
<b>Report on Resources Base Task Group Proposal/High Needs Commissioning Places</b>			
Review of bandings to be carried out and separate Task Group to be formed to focus on Resource Bases. High Needs Commissioned places summary presented and increase to places noted. List of applicable schools to be reviewed.	06/12/17	8 and 9	608/609
<b>High Needs Centrally Retained Clarification (budget codes and descriptors/Centrally Retained Budgets 2017-18)</b>			
Updated centrally retained budget information presented with updated descriptors following meetings of High Needs Task Group; proportion of budget spent to date to be presented at next meeting of Schools Forum with further information.	06/12/17	10 and 11	610/611
<b>Matters Arising</b>			
Peter Collins agreed as member of Schools Forum, representing academy schools.	17/01/18	3	617
<b>2017/18 DSG Monitoring Report</b>			
Schools Forum noted DSG projected overspend of £3.4M across all three blocks – Schools, Early Years and High Needs with projected £4.1m cumulative overspend in High Needs Block.	17/01/18	4	618
<b>Funding Formula Changes 2018/19</b>			
Consultation with schools closed, 41% response, majority in favour of Option 2. £165k additional funding available following transfer into CSSB agreed under agenda item 6; Forum endorsed SB Task Group recommendation to allocate this funding in proportion across the factors in the formula.	17/01/18	5	619
<b>Central Services Schools Block (CSSB)</b>			
Forum approved transfer of £124,000 for licences and £52,000 for historical items to CSSB from Schools Block, to cover partial shortfall in DfE funding. Updated report subsequently posted on SBC website following meeting	17/01/18	6	620
<b>Early Years</b>			
Forum noted EY Task Group recommendations regarding implementation of EYNFF for 2018-19	17/01/18	7	621
<b>Growth Fund 2017-18</b>			
Forum approved approximately £90,000 from 2017/18 underspend to part-fund Grove Academy 'ghost places' places. Forum agreed Growth Fund criteria for 2018/19, with AWPU rates based on 2018-19 formula.	17/01/18	8	622
<b>De-delegation Report</b>			
Maintained school members agreed de-delegation for SEBDOS Behaviour Support Service, subject to revised unit costs, to reflect rates for primary and secondary as agreed in December 2015.	17/01/18	9	623
<b>2017-18 Forward Agenda Plan and Key Decision Log</b>			
Forum agreed appointment of Chair and Vice Chair be held at July 2018 meeting, prior to first meeting in the 2018-19 academic year.	17/01/18	12	626
<b>Confirmation of Indicative Budgets 2018-19</b>			
Schools Forum agreed to transfer funding as follows: £17,325 from HNB to the CSSB £100,045 from HNB to the CSSB for ongoing responsibilities £548,000 from HNB to the SB for PFI	06/03/18	5	632
<b>Early Years Block</b>			
The same level of activity and model for 2018-19 would be required to maintain a similar level of centrally retained spend. In principle, Schools Forum endorsed this and a detailed report would be presented at the next meeting for formal approval.	06/03/18	6	633
<b>PFI Update Report</b>			
The Schools Block contribution was confirmed as £297,000 for one academic year only, 2018-19 and would be reviewed for 2019-20	06/03/18	8	634

## Schools Forum Key Decisions Log September 2016 and ongoing

A table would be produced to show where contributions had been made to the sum of £297,000.			
<b>High Needs Block Budget 2018-19</b>			
Members approved the centrally retained element for 2018-19 of £2.3m, which was a slight decrease on 2017-18.	06/03/18	9	635
<b>Membership</b>			
Kathy Perry from Mighty Acorns Nursery, was welcomed as the new PVI representative member.	05/07/18	1	640
The Chair thanked Helen Huntley (who was retiring at the end of the Summer Term) for her valuable contributions as both a member of Schools Forum and as a champion of children and young people with special needs.	05/07/18	1 & 11	640/652
<b>Annual DSG Report 2017-18</b>			
Schools Forum noted the comprehensive DSG annual report and requested this appear as an annual item on agendas	05/07/18	7	646
<b>Review of the Scheme for Financing Schools 2017-18</b>			
Schools Forum noted the consultation but requested that details of any licensed deficit scheme be circulated to Schools Forum prior to consultation	05/07/18	8	647
<b>Early Years Centrally Retained 2018-19</b>			
The details of the centrally retained Early Years funding for 2018-19 set out in the report were noted and lines of expenditure approved	05/07/18	9	648
<b>Update from Task Groups</b>			
Draft Terms of Reference for all three Task Groups were approved by Schools Forum	05/07/18	10	649
<b>Election of Chair and Vice Chair</b>			
<b>The current Chair of Schools Forum would stand down at the end of the academic year: John Constable was proposed and duly elected to Chair of Schools Forum with effect from 1 September 2018, for a term of two years.</b>	05/07/18	11	652
<b>Schools Forum Membership/appointment of Vice Chair</b>			
Noted that three members' terms of office due to finish 30 November 2018 and one further member had resigned.			
Forum agreed re-appointment of Jo Matthews as Special School/PRU Headteacher representative for a further year.			
Nominations to be sought from academy proprietors for the other three roles.			
One nomination for the role of Vice Chair and Nicky Willis, Executive Principal of Cippenham Primary School duly appointed for a two-year term.	10/10/18	4	656
<b>Update from Task Groups: 5-16, HNB and Early Years</b>			
Following 5-16 Task Group meeting, consultation to run with local schools from 15 October - 5 November 2018 regarding two options to move towards NFF (National Funding Formula of either 50% or 75%. Comments from schools to be invited. Task Group to meet again on 13th November following outcome of consultation.	10/10/18	9	658
<b>Consultation results on the Scheme for Financing Schools and Licensed Deficit Scheme</b>			
LA to write into the Scheme that maintained schools will be involved in discussions.			
Schools Forum approved the Scheme for Financing Schools.	10/10/18	6	659
<b>Schools Forum Membership</b>			
Following due process, Jon Reekie, governor at Phoenix Infant Academy reappointed, Susan Marsh, Headteacher Colnbrook Primary School and Ray Hinds, Baylis Court appointed, all for terms of two years. Eddie Neighbour, Upton Court Grammar School agreed to continue as an observer.	04/12/18	5	668
<b>Growth Fund 2019/20</b>			
DSG top slice for 2019/20 of £900,000 was requested. SBC was also asked to underwrite Year 7 places at Grove Academy: Schools Forum agreed to fund £90,000 for 2018/19, and to continue the underwriting into 2019/20 as the third and final year with a maximum of £60,000 or 50% of the cost, whichever was the lower.			
Schools Forum also agreed the criteria for accessing Growth Fund in 2019/20 as proposed. With all these commitments taken into account, SF agreed a reduced DSG top slice of £800,000, leaving an estimated carry forward of £130,000 at the end of 2019/20. Falling rolls were thought likely to really impact in the year 2021/22 and it was suggested a supporting paper be presented to Schools Forum in the summer 2019.	04/12/18	8	671
<b>DSG Budget 2019/20</b>			
A request was made to Schools Forum to approve re-allocation of funds to the correct blocks in order to correct DfE baseline errors.			
Schools Forum agreed to transfer £264,566 from High Needs Block to CSSB, £500,000 from High Needs Block to Schools Block, to re-allocate Virtual School funding of £100,000 from Historical commitment to Ongoing commitment within the CSSB, a move from 50% to 65% NFF in 2019/20 formula (following inconclusive consultation outcome). Schools Forum rejected SBC's proposal to transfer 0.5% (approximately £650,000) from 5-16 Schools Block to High Needs Block, based on the outcome of the consultation with schools.	04/12/18	9	672
<b>Banding (High Needs top-up funding) Working Group update</b>			
New Banding model to continue to be tested, with workshops and training sessions to be made available during the Spring term 2019.	04/12/18	10	673
<b>Minutes of Previous Meeting</b>			
Jo Matthews had stood down as Special School/PRU Representative but would continue as an Observer. The 3 special/PRU academies had confirmed that Neil Sykes would become Academy Special School member and Jamie Rockman Academy PRU member, both for 2 year terms of office w/e/f date of S/F meeting	16/01/19	4	681

### Schools Forum Key Decisions Log September 2016 and ongoing

S/F acknowledged the projected DSG outturn and approved the overall deficit should be carried forward into 2019-20	16/01/19	4	681
<b>De-delegated funding for behaviour support services</b>			
3 out of 4 S/F members representing maintained schools had voted against the de-delegation of funding from maintained school budgets for inclusion in the Schools Block APT	16/01/19	7	684
<b>Early Years Centrally Retained Funds 2019/20</b>			
Schools Forum members noted and agreed the use of Centrally Retained Funds 2019/20 for the Early Years block.	16/01/19	8	687
<b>High Needs Block - Deficit Reduction Strategy</b>			
The ESFA had requested that LAs inform them how deficits, particularly in High Needs, were being addressed. The LA had responded that it was doing all it could to address the issue and this work was ongoing. There was evidence of underfunding whilst demand was increasing. The link between High Needs and PFI was acknowledged and would be taken into account to reduce the deficit. A supporting paper would be presented to S/F for their March 2019 meeting.	16/01/19	10	685
<b>High Needs Block – Centrally Retained Budget 2018/19</b>			
New commissioned Speech & Language service commissioned to be available from Friday 1 February. Communication to be made re. launch.	16/01/19	11	686
<b>Any Other Business</b>			
Chair of S/F to write to the Education Secretary, on behalf of members, regarding the proposal to withdraw supplementary funding for maintained nursery schools.	16/01/19	15	692

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