

# **MEETING OF THE LANCASHIRE SCHOOLS FORUM TO BE HELD ON TUESDAY 14 JANUARY 2020**

**10.00 a.m. in the Savoy Suite, The Exchange Conference Centre, County Hall, Preston**

## **A G E N D A**

### **1. Attendance and Apologies for Absence**

To be recorded in accordance with the agreed membership of the Forum.

### **2. Substitute Members**

To welcome any substitute Members.

### **3. Forum Membership (Enclosure)**

To note the Forum membership report.

### **4. Minutes of the Last Meeting held on 17 October 2019 (Enclosure)**

To agree the minutes of the last meeting held on 17 October 2019.

### **5. Matters Arising**

To consider any matters arising from the minutes of the meeting held on 17 October 2019 that are not covered elsewhere on the agenda.

### **6. Consideration of the Schools Budget 2020/21**

#### **a) Schools Budget 2020/21 (Enclosure)**

To consider the report about the Schools Budget for 2020/21, including information on each of the 4 funding blocks:

- Schools Block;
- High Needs Block;
- Early Years Block;
- Central School Services Block.

#### **b) Recommendations from the Forum Chairman's Group Budget Meeting (To be presented at the Forum meeting on 14 January 2020)**

To consider the recommendations from the Forum Chairman's Group on 9 January 2020, in relation to the Schools Budget for 2020/21.

#### **c) Formal Forum Decisions relating to the Schools Budget 2019/20 (Enclosure)**

To consider and vote on the formal Forum decisions relating to the Schools Budget 2020/21.

### **7. Recommendations from the Schools Block Working Group (Enclosure)**

To consider the recommendations from the Schools Block Working Group held on 10 December 2019.

- 8. Recommendations from the High Needs Block Working Group (Enclosure)**  
To consider the recommendations from the High Needs Block Working Group held on 3 December 2019.
- 9. Recommendations from the Early Years Block Working Group (Enclosure)**  
To consider the recommendations from the Early Years Block Working Group held on 5 December 2019.
- 10. Recommendations from the Apprenticeship Levy Steering Group (Enclosure)**  
To consider the recommendations from the High Needs Block Working Group held on 5 December 2019.
- 11. 2019/20 High Needs Block, Central School Services Block and Central Items Monitoring (Enclosure)**  
To consider latest High Needs Block, Central School Services Block and Central Items budget monitoring.
- 12. Forum Correspondence**  
Forum related correspondence since the last meeting has been in connection with the requests from Working Groups, and reference to the correspondence is included in the relevant summary reports.
- 13. Urgent Business**  
No decisions have been taken using the Forum urgent business procedure since the last meeting.
- 14. Any Other Business**
- 15. Date of Future Meetings (Enclosure)**  
To note that the next scheduled Forum meeting will be held at 10.00am Tuesday 24 March 2020 at County Hall, Preston.

A draft Schedule of Forum meetings for the 2020/21 academic year is provided for consideration.

# Lancashire Schools Forum meeting of 14 January 2020 at County Hall, Preston

## Executive Summary

### 1. Attendance and Apologies for Absence and 2. Substitute Members

To note attendance and apologies for absence and welcome any substitute members.

### 3. Forum Membership

To note the Forum membership changes since the last meeting.

### 4. Minutes of the Last Meeting and 5. Matters Arising

To agree the minutes of the last meeting held on 17 October 2019 and any matters arising.

### 6. Consideration of the Schools Budget 2020/21

#### a) Schools Budget 2019/20

To consider the report about the Schools Budget for 2020/21, including information on each of the 4 funding blocks:

- Schools Block;
- High Needs Block;
- Early Years Block;
- Central School Services Block

#### b) Recommendations from the Forum Chair's Group Budget Meeting

To consider the recommendations from the Forum Chair's Group on 9 January 2020, in relation to the Schools Budget for 2020/21.

#### c) Formal Forum Decisions relating to the Schools Budget 2020/21

To consider and vote on the formal Forum decisions relating to the Schools Budget 2020/21.

### 7. Recommendations from the Schools Block Working Group

To consider the recommendations from the Schools Block Working Group held on 10 December 2019.

#### i. School Block Funding 2020/21 and local modelling

Information was provided about Government school funding announcements, which indicated that £2.6b of additional funding will be available nationally in 2020/21. The report also included information on local modelling and school level data.

*The Working Group:*

- a) Noted the report and the uncertainties surrounding the 2020/21 School budget setting process.*

#### ii. Consultation on the Schools Block Funding Formula 2020/21 and Possible Transfer to the High Needs and Early Years Block

At the Schools Forum meeting in October 2019, members supported the issuing of a consultation to seek views on areas of local discretion available in the 2020/21 school funding arrangements. This report provided information on the consultation responses and comments.

*The Working Group:*

- a) *Noted the report and the school consultation responses and comments;*
- b) *Recommended that the Forum support the 3 proposals set out in the consultation:*
  - *That the MFG and capping levels in the 2020/21 Lancashire Schools Block formula should mirror those in the NFF and be set at an MFG of +1.84% with no cap on gains;*
  - *That any headroom available in the Schools Block, once the NFF methodology has been implemented, should be transferred to support pressures in the High Needs Block and the Early Years Block in 2020/21;*
  - *that notional SEN is changed to remove the Basic Pupil elements from the calculation.*
- c) *Noted that the Schools Block transfer proposal was at this stage in principle only, as final details of any headroom availability and the pressures and priorities on other funding blocks could only be finalised when 2020/21 DSG allocations were confirmed by the DfE.*

*iii. School Resource Management Advisers*

The DfE/ESFA are taking an increasing interest in the financial position of maintained schools and Local Authorities, and are promoting a wide range of tools to support schools to maximise the use of resources and funding. As part of this process, the ESFA have made available a School Resource Management Adviser (SRMA) to work with maintained schools in Lancashire and the report provided some initial information.

*The Working Group:*

- a) *Noted the report;*
- b) *Asked to be kept informed about the SRMA process and requested sight of the final reports, subject to any confidentiality issues*

*iv. Split Site Policy Update*

Since the last meeting two issues have arisen in connection with the split sites policy, including:

- *Split Site Appeal*
- *Additional Split Site Application*

*The Working Group:*

- a) *Noted the report;*
- b) *Supported the application of the split site policy in the cases received.*

*v. High Needs Block Provision Task and Finish Group Report*

The Working Group had received regular verbal updates about the work of the County Council's High Needs Block Task and Finish Group. This report provided an update around 7 projects that will be initiated to look at the key recommendations from the report and to develop proposals. The financial context would also be considered in the light of the increased HNB allocations.

*The Working Group:*

- a) *Noted the report and the supplementary information provided at the meeting;*
- b) *Asked that volunteers to act as school project sponsors be considered alongside any nominations from High Needs Block working group and existing partnership Board representatives.*

vi. *Historic Commitments Combined Budget Funding 2020/21*

Members considered funding announcements for 2020/21 in connection with Historic Commitments Combined Budgets.

*The Working Group:*

- a) *Noted the report;*
- b) *Recommend to the Forum that the 2019/20 DSG allocation levels continue from April 2020 for MASH and the Emotional Health and Wellbeing Service.*

vii. *School Teaching and Support Staff Supply Reimbursement Scheme*

The report provides information on the School Teaching and Support Staff Supply Reimbursement Scheme.

*The Working Group:*

- a) *Noted the report;*
- b) *Supported the option to increase both premiums and reimbursement rates in line with forecast pay increases, which are currently estimated at 3% for teaching staff and 2% for support staff.*

viii. *Healthy Pupil Capital Fund Update*

The Healthy Pupil Capital Fund is intended to improve children's and young people's physical and mental health by improving and increasing availability to facilities for physical activity, healthy eating, mental health and wellbeing and medical conditions. Information was provided about the use of this funding in Lancashire.

*The Working Group:*

- a) *Noted the report;*
- b) *Requested that the Director responsible for the Healthy Pupil Capital Fund be invited to the Schools Forum.*

ix. *Academies advertising on the LCC Vacancy site*

BTLS are currently making the necessary arrangements to implement this decision to allow academies to access the LCC vacancy site.

*The Working Group:*

- a) *Noted the report*

x. *Teachers Pensions Grant Supplementary Claims*

Information about submitting Teachers Pensions Grant Supplementary Claims was to be shared with all schools on the portal.

*The Working Group:*

- a) *Noted the report*

**The Forum are asked to ratify the Working groups recommendations.**

**8. Recommendations from the High Needs Block Working Group**

To consider the recommendations from the High Needs Block Working Group held on 3 December 2019.

*i. High Needs Block Funding 2020/21*

Information was provided about Government funding announcements in connection with children for children with SEND in 2020/21.

*The Working Group:*

- a) Noted the report.*

*ii. High Needs Block Commissioned Places 2020/21*

The School and Early Years Finance (England) Regulations require that the Forum is consulted annually on the places to be commissioned by the local authority in different schools and other institutions, and on the arrangements for paying top-up funding. This report set out proposals for 2020/21.

*The Working Group is asked to:*

- a) Noted the report;*
- b) Supported the proposed High Needs Block Commissioned Places in 2020/21, (a copy of the proposed HNB Commissioned Places for 2020/21 is attached at Appendix A to the report);*
- c) Requested that the HNB Chair write to the LA to express concerns about the data validity issues associated with the termly redetermination process.*

*iii. Hospital Education Report*

This report set out a request for increased Hospital education funding, required due to:

- increased demand as a consequence of increased capacity in the Cove;
- Increased demand (3 year trend) in home tuition provision for pupils medically unfit to leave the home/ attend school or unit.

*The Working Group:*

- a) Noted the report;*
- b) Support the recommendation for additional funding of £135,000 in total to provide the level of education required for the LA to meet its statutory duties to provide good quality education for pupils with significant medical needs.*

*iv. Historic Commitments Combined Budget Funding 2020/21*

This report provided information on proposed Dedicated Schools Grant (DSG) contributions to 'combined budgets' for 2020/21.

*The Working Group:*

- a) Noted the report;*
- b) Recommend to the Forum that the 2019/20 DSG allocation levels continue from April 2020 for MASH and the Emotional Health and Wellbeing Service.*

*xi. High Needs Block Provision Task and Finish Group Report*

The Working Group had received regular verbal updates about the work of the County Council's High Needs Block Task and Finish Group. This report provided an update around 7 projects that will be initiated to look at the key recommendations from the report and to develop proposals. The financial context would also be considered in the light of the increased HNB allocations.

*The Working Group:*

- a) Noted the report and the supplementary information provided at the meeting;*
- b) Asked that volunteers to act as school project sponsors be considered alongside any nominations from Schools Block working group and existing partnership Board representatives.*

*xii. Consultation on the Schools Block Funding Formula 2020/21 and Possible Transfer to the High Needs and Early Years Block*

At the Schools Forum meeting in October 2019, members supported the issuing of a consultation to seek views on areas of local discretion available in the 2020/21 school funding arrangements. This report provided information on the consultation responses and comments.

*The Working Group:*

- a) Noted the report and that final information would be presented to the Forum in January 2020.*

*xiii. School Teaching and Support Staff Supply Reimbursement Scheme*

The report provides information on the School Teaching and Support Staff Supply Reimbursement Scheme.

*The Working Group:*

- a) Noted the report;*
- b) Supported the option to increase both premiums and reimbursement rates in line with forecast pay increases, which are currently estimated at 3% for teaching staff and 2% for support staff.*

**The Forum are asked to ratify the Working groups recommendations.**

**9. Recommendations from the Early Years Block Working Group**

To consider the recommendations from the Early Years Block Working Group held on 5 December 2019.

*i. SEN Inclusion Fund*

After the last meeting, a copy of the guidance documentation and proforma arising from the SEN inclusion fund consultation, were circulated to Working Group members and it was indicated that the information had been circulated to providers.

*The Working Group:*

- a) Noted that SEN Inclusion Fund information had been circulated after the last meeting;*
- b) Requested that the information be recirculated to all areas as some members did not recall seeing the original circulation.*

*ii. Payments for Social Services Supported Children*

Following notification to providers after the last meeting one or two settings got in contact with the LA about outstanding payments for social services children, but these had subsequently been resolved. Some members at the meeting reported that they still had payments outstanding for social services children. It was also noted that no contract information had been introduced to provide

evidence of the agreed hours and requirements and assurance that funding would eventually be paid.

*The Working Group:*

- a) Noted the update around payments for Social Services Supported Children;*
- b) Supported the follow up with the relevant service.*

*iii. Early Years Block Funding 2020/21*

The DfE have indicated that an additional £66m has been made available for early years funding from April 2020. This report provided further information about the Lancashire implications.

*The Working Group:*

- a) Noted the report;*
- b) Supported the decision to passport the additional 8p per hour directly to 2 year olds and 3&4 year olds;*
- c) Asked to be alerted when the Nursery School cabinet report was in the public domain.*

*iv. Early Years Funding Benchmarking Tool 2019/20*

The funding benchmarking tool includes the projected spend on early years providers to deliver early years places for two, three and four-year-olds. The benchmarking tool showed information for Lancashire, compared to data from our statistical neighbours.

*The Working Group:*

- a) Noted the report.*

*v. Consultation on 2 year old discretionary payments*

The final analysis of consultation responses and comments received were reported to the Schools Forum on 17 October 2019, with over 60% of responses supporting a continuation of the current arrangements. The Forum ratified the Working Group's recommendations to continue to current discretionary payments policy.

A copy of the final analysis of consultation responses were provided for the Working Group, and included additional comments received after the last working group meeting.

*The Working Group:*

- a) Noted the report.*

*vi. Supplementary Claims Process for Maintained Settings*

The Lancashire early years funding arrangements include processes to make supplementary claims after the official termly headcount has closed. There are currently different systems for maintained settings and PVI settings to make supplementary claims. Options are being considered about the possible introduction of a second supplementary data collection point each term for maintained providers

*The Working Group:*

- a) Noted the report;*
- b) Supported the introduction of a second maintained supplementary claim each term.*



**The Forum are asked to ratify the Working groups recommendations.**

**10. Recommendations from the Apprenticeship Levy Steering Group**

To consider the recommendations from the Apprenticeship Levy Steering Group held on 5 December 2019.

Information was provided on:

- School Engagement
- Training Provision
- Update on Levy Transfer
- Frameworks
- Financial Position
- New Apprenticeship Starts
- Looking Forward

*The Working Group:*

- a) Noted the information*
- b) Requested that the views expressed be considered in AL developments.*

**The Forum are asked to ratify the Working groups recommendations.**

**11. 2019/20 High Needs Block, Central School Services Block and Central Items Monitoring**

To consider latest High Needs Block, Central School Services Block and Central Items budget monitoring relating to the 2019/20 financial year, which is based on data from the autumn term 2019.

**12. Forum Correspondence**

On this occasion, Forum related correspondence has been included within the relevant Working Group reports.

**13. Urgent Business**

No decisions have been taken using the Forum urgent business procedure since the last meeting.

**14. Any Other Business**

There are no items of AOB.

**15. Date of Future Meetings**

To note that the next scheduled Forum meeting will be held at 10.00am Tuesday 24 March 2020 at County Hall, Preston.

A draft Schedule of Forum meetings for the 2020/21 academic year is provided for consideration.

**LANCASHIRE SCHOOLS FORUM**  
**Date of meeting 14 January 2020**

**Item No 3**

**Title: Forum Membership**

***Executive Summary***

This report summarises the changes to the Forum membership since the last meeting.

***Forum Decision Required***

**The Forum is asked to:**

- a) Note the report;**
- b) Thank Angela Holdsworth and Ken Wales for their contribution to the Forum;**
- c) Welcome Louise Parrish and Jonathan Walker to their first Forum meeting.**

## **Background**

This report provides information on Forum membership issues that have arisen since the last Forum meeting. Details are provided below.

### **i. Special School Academy Representative**

Tor View Specialist Learning Community has nominated Louise Parrish as their new Forum representative, replacing Angela Holdsworth.

***Members will wish to thank Angela for her contribution to the Forum and welcome Louise to her first Forum meeting.***

### **ii. Methodist Church/Free Churches Representative**

Correspondence has been received from Ken Wales, Methodist Church/Free Churches Representative on the Forum, resigning from the Forum due to ill health.

A new representative has been requested from the Chair of the Methodist District.

***Members will wish to thank Ken for his contribution to the Forum and wish him a speedy recovery.***

### **iii. Primary School Governors**

An election took place in the autumn term 2019 to determine which of 3 primary school governor nominees should be appointed to the Forum.

49 votes were cast in the election process, representing an 11% turnout.

Jonathan Walker, a governor at Chorley St James' Church of England Primary School was the successful candidate, receiving 30 votes (61%).

***Members will wish to welcome Jonathan to his first Forum meeting.***

## LANCASHIRE SCHOOLS FORUM

### MINUTES OF THE MEETING HELD AT 10:00 A.M. ON THURSDAY, 17 OCTOBER 2019 AT THE EXCHANGE, COUNTY HALL, PRESTON

Present:

**Schools Members:****Primary School Governors**

Ian Ball  
 Stephen Booth (Vice-chair)  
 Gerard Collins  
 Eleanor Hick  
 Lesley Millard  
 Laurence Upton  
 Robert Waring

**Primary School Headteachers**

Daniel Ballard  
 Sarah Barton  
 Jenny Birkin  
 Neil Gurman  
 Brendan Hassett  
 Deanne Marsh  
 Lucy Sutton

**Secondary School Governors**

John Davey  
 Brian Rollo  
 Lorimer Russell-Hayes

**Secondary School Headteachers**

Ivan Catlow  
 Mark Jackson  
 Jan Marshall

**Early Years - PVI**

Peter Hindle

**Observers**

David Fann (NAHT)  
 Eric Harrison (NASUWT)  
 Liz Lavery (ASCL)  
 Sam Ud-din (LASGB)  
 Ian Watkinson (NEU)  
 CC Jayne Rear

**Academy Governor**

Chris McConnachie  
 Helen Dicker  
 Louise Shaw

**Academy Principal/Headteacher**

Gaynor Gorman  
 Alan Porteous

**Alternative Provision Academy****Special School Academy****Special School Governor**

Laura Brennan

**Special School Headteacher**

Peter Higham  
 Shaun Jukes (Chair)

**Short Stay Governor**

Sandra Thornberry

**Short Stay Headteacher**

Anne Kyle

**Nursery School Headteacher****Nursery School Governor****Members:****Other Voting Members**

Sam Johnson

**Observers - Members of the Public**

Kathleen Cooper

In attendance:	Helen Belden	<b>For Item</b>	
	Paul Bonser Andrew Good Christine Hurford Stephen Martin Robert Rimmer Kevin Smith	6	Paul Duckworth, Head of Service – Education, Quality and Performance (Acting) and Lynsey Austen, South Primary Area Team Leader, Education, Quality & Performance
Observing:	Sam Parker <small>Democratic Services</small> Neil Smith <small>Schools Finance</small>	7 9	Sally Richardson, Head of Inclusion Service Hannah Regan, Nat West Bank

As agreed at the last meeting, Shaun Jukes took the Forum Chair for the 2019/20 and 2020/21 academic years.

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from: Cathryn Antwis, Janice Astley, Chris Bagguley, Sandra Blight, Steve Campbell, CC Anne Cheetham, Thelma Cullen, CC David Foxcroft, Katrina Gale, Julie Gordon, Jan Holmes, Michelle Howard, Angela Johnstone, Louise Martin, CC Jennifer Mein, Michelle O'Neill, Ken Wales, Tim Warren, CC Phillippa Williamson and Jill Wright.

### 2. MINUTES OF THE LAST MEETING

The Forum agreed the minutes of the last meeting held on 4 July 2019 as a correct record.

### 3. FORUM MEMBERSHIP

A report was presented setting out the Forum membership changes since the last meeting.

New members joining the Forum at the start of the new academic year were welcomed:

- Ian Ball, a governor from Euxton CE Primary School;
- Michelle O'Neill, a governor at Lytham CE Primary School.
- Cathryn Antwis, headteacher at Frenchwood Primary School;
- Jenny Birkin, headteacher at Adlington Primary School;
- Katrina Gale, headteacher at Yealand CE Primary School;
- Neil Gurman, headteacher at St Mary's CE Primary School, Rawtenstall;
- Deanne Marsh, headteacher at Bacup St Saviour's Primary School;
- Lorimer Russell-Hayes, a governor from Penwortham Girls High School;
- Laura Brennan, a governor at Wennington Hall School;
- Peter Higham, headteacher of Great Arley School;
- Jan Holmes, Headteacher of Walton Lane Nursery School;
- Gaynor Gorman, Principal at Lostock Hall Academy;
- Helen Dicker, Chair of Trustees at Endeavour Learning Trust.

It was also noted that Patricia Eastham had resigned from the Forum. Arrangements were in being made to find a replacement and an election process is currently taking place.

#### The Forum:

- a) Noted the report;

- b) Thanked Patricia Eastham for her contribution to the Forum;
- c) Welcomed Ian Ball, Michelle O'Neill, Cathryn Antwis, Jenny Birkin, Katrina Gale, Neil Gurman, Deanne Marsh, Laura Brennan, Peter Higham, Jan Holmes, Gaynor Gorman and Helen Dicker to their first Forum meeting;
- d) Welcomed Lorimer Russell-Hayes back to the Forum

#### 4. MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 4 July 2019 were agreed as a correct record

#### 5. MATTERS ARISING

- **Apprenticeship Levy**

Forum members who had raised specific questions/queries about the apprenticeship levy had received direct contact from the Apprenticeship Levy team in response their queries.

#### 6. RECOMMENDATIONS FROM THE SCHOOLS BLOCK WORKING GROUP

A report was presented setting out the recommendations from the Schools Block Working Group held on 24 September 2019.

##### *i. Update to Bank Account Guidance*

The County Council has been reviewing the Guidance Notes for the Operation of Schools Local Bank Accounts, which included a proposal to introduce a Cash Flow Advance Loan proforma, and sought Forum views about revised charges for 2020/21.

- **Set up a new school bank account – Proposed 2020/21 Charge £1,000**

A charge of £1,000 will be made prior to 31 March in the year of application. In addition to the existing training and support, schools will receive extra support from a nominated schools finance officer in operating a new bank account. This support will include:

- Onsite training prior to 31 March;
- First two months reconciliation to Oracle and submission of month end files to the Authority.

This enhanced service, which includes additional on-site support from SFS, should enable schools to transition more smoothly into the operation of their new bank account without placing considerable unscheduled demands on the service.

- **Annual maintenance charge for operating a school bank account. – Proposed 2020/21 Charge £500**

An annual maintenance charge of £500 will be made via invoice in May each year.

Members sought clarification of the services provided, which included reconciling local bank records into the county council's accounts, investigation and correction of errors, reconciling payroll, ensuring completion of statutory VAT returns, offering support and guidance etc.

##### *The Working Group*

- a) *Noted the report;*
- b) *Supported the proposed bank account charges from April 2020.*

*A copy of the updated bank account guidance was provided for members.*

## **ii. Schools Block Funding 2020/21**

This report provided information on Government announcements about an additional £14b of funding between 2020/21 and 2022/23, 'for 5-16 schools' and some DfE consultations.

Key Headlines were:

Future minimum pupil funding (MPF) levels for primary and secondary schools:

- For secondary schools, the MPF level will be £5,000 per pupil from 2020/21 (compared to £4,800 per pupil in 2019/20);
- The primary school MPF level will rise to £3,750 per pupil in 2020/21 and to £4,000 per pupil in 2021/22 (compared to £3,500 per pupil in 2019/20).
  
- Schools Block funding factors are expected to increase by 4% over 2019/20 levels, with the exception of:
  - The free school meals factor, which will be increased at inflation as it is intended to broadly reflect actual costs;
  - Premises funding will continue to be allocated at local authority level on the basis of actual spend in the 2019/20, with an RPIX increase for the PFI factor only.
- The funding floor will be set at 1.84% per pupil,
- LAs will continue to set a Minimum Funding Guarantee in local formulae, which in 2020-21 must be between +0.5% and +1.84%;
- LAs can transfer up to 0.5% of their School Block to other blocks of the DSG, with schools forum approval. To transfer more than this, or any amount without schools forum approval will require DfE approval.

The Government are consulting on 'Extending the Academies Risk Protection Arrangement (RPA) to Local Authority Maintained Schools (LAMS)'.

### *Future Developments*

Some brief information about other funding developments in future years has been suggested, which includes:

- Teachers Pay and Teachers Pensions Grants to be included in the NFF from 2021/22;
- Proposals are being considered to pay school rates centrally in future years.

Final Dedicated Schools Grant Allocations for 2020/21 are expected in December 2019.

### *The Working Group:*

- a) *Noted the report;*
- b) *Encouraged individual members to respond to the RPA consultation if appropriate;*
- c) *Awaited further information and modelling about the 2020/21 funding arrangements.*

*Subsequent to the meeting, information was provided about the RPA claims process from an academy that had used the function for different claims types and this feedback had been provided to the LCC insurance team.*

## **Supplementary Paper on DfE Announcements of 11 October 2019**

A supplementary paper was provided for the Forum setting out information on further Government announcements from 11 October 2019. This included provisional Schools Block, High Needs Block and Central Schools Services Block (CSSB) allocations for 2020/21. The Schools Block data was accompanied by 'notional' individual school level allocations for 2020/21 for primary and secondary schools.

The report included comparisons with the 2019/20 DSG budget allocations for the provisional allocations that were available. It was noted that the Lancashire per pupil increase is ranked 75<sup>th</sup> out of 149 LAs nationally.

From the individual school primary and secondary school data, 185 schools are forecast to receive the minimum NFF increase available at 1.84%. The highest per pupil increase for a Lancashire School is 12.6%.

All these allocations must be treated with caution as they are based on October 2018 pupil data.

The accompanying guidance did confirm some final National Funding Formula (NFF) figures for 2020/21, including actual units of funding:

- Actual primary unit of funding (PUF) £4,233
- Actual secondary unit of funding (SUF) £5,276

The DFE have also confirmed the actual NFF values for 2020/21.

We have also received information on the formulaic methodology that will be used from 2020/21 to allocate mobility funding. This formula will be applied to Lancashire school data and it is estimated that it will generate allocations to circa 158 schools.

Modelling will need to be undertaken to assess the impact of the changes around the Lancashire Schools Block allocations for 2020/21, based on the NFF methodology and the additional HNB allocations factoring in the increased cost and demand led pressures.

However, initial analysis suggests that we may be able to issue a formula consultation shortly after half term. This will include:

#### *MFG*

The Minimum Funding Guarantee (MFG) level in the local formula must be between +0.5% and +1.84%. Our intention is to set a value at 1.84% as this is the level operating in the NFF model.

#### *Possible transfer from the Schools Block*

Initial estimates suggest that Lancashire will be able to implement the NFF methodology, including the new minimum pupil funding (MPF) levels, no cap on funding gains and the maximum allowable MFG level of + 1.84% in 2020/21.

This may also generate a small amount of Schools Block headroom.

Provisional allocations also provide a significant increase in the level of High Needs Block funding in 2020/21. However, this may only cover the forecast increase in the cost and demand led pressures facing this block.

It is possible that a transfer of headroom only from Schools Block to HNB may allow a funding increase to be provided to special schools and PRUs. The aim of this transfer would be to increase top up funding for these school, by at least 1.84% using the school specific factors in each formulae. This would offer a level of equity with mainstream schools.



Members suggested that any headroom may also assist with pressures in the Early Years Block.

*Notional SEN calculation*

The consultation on the notional SEN calculation previously agreed with Forum will take place as part of the formula consultation.

It was emphasised that a conclusive position can only be modelled after receipt of final DSG allocations in mid December 2019. If the final modelling outcomes were vastly different from those based on provisional data it may be necessary for an additional consultation to take place during a short window in early January 2020.

The Lancashire central school services block (CSSB) allocation will reduce in 2020/21. There is an increase, up to 1.94%, in the formulaic 'Ongoing responsibilities' element of the budget, but the DfE are reducing the funding level for 'historic commitments' by 20%.

*Consultation on changing the dedicated schools grant*

The government funding announcements also included a consultation about DSG conditions of grant.

The DfE proposals are that from the end of the 2019/20 financial year, LAs will no longer be able to fund DSG deficits from general funding. This is because the Government are concerned that LAs may make further spending cuts on already pressured LA services to cover DSG overspends. Therefore, in future DSG overspends will be expected to be carried forward and repaid over time through the recovery arrangements recently introduced by DfE for larger DSG deficits. The LA is considering a possible response.

**The Forum:**

- a) **Noted the supplementary information:**
- b) **Supported the proposed consultation local formula issues, including a possible headroom transfer from Schools Block to support High Needs and Early Years budget pressures.**

**iii.2020/21 De-Delegation Proposals**

Following reports to the Forum in the summer term 2019, the 2020/21 de-delegation consultation had been issued to schools. This report provided more details for the Working Group about the proposals and highlighted the main changes from 2019/20.

*The Working Group:*

- a) *Noted the report and the interim information provided on the consultation responses to date;*
- b) *Noted that primary and secondary school members of the Forum would need to formally vote on each of the relevant de-delegation proposals, by phase, at the Forum meeting on 17 October 2019;*
- c) *Requested that further information be provided around the take up and impact of the Inclusion Hub proposals across all district;*
- d) *Encouraged individual members to respond to the consultation.*

## Supplementary Information

Further information was presented to the Forum in connection with de-delegation considerations for 2020/21, including:

- **A final position of the consultation analysis (a copy of this information is attached as Appendix A to the minutes);**
- **A copy of anonymised consultation comments received to date.**
- **Additional Primary Inclusion Hubs information**

Paul Duckworth, Head of Service – Education, Quality and Performance (Acting) and Lynsey Austen, South Primary Area Team Leader, Education, Quality & Performance attended the meeting to additional Primary Inclusion Hubs information that had been circulated with the Forum papers, setting out feedback on developments in each district, together with some County wide data pupil number and exclusion data.

Members entered into considerable discussion around the de-delegation service offers, analysis of school responses and the supplementary information provided. It was confirmed that the additional funding in the Schools in Financial Difficulty de-delegation for school financial health checks was subject to confirmation and would only be taken if the LA intended to proceed with proposals set out in the consultation document.

### The Forum:

- a) **Noted the report, the responses and comments received from schools on possible de-delegation options and the supplementary information provided at the meeting;**
- b) **Primary school members voted on each of the possible de-delegations affecting primary schools and secondary school members voted on each of the possible de-delegations affecting secondary schools, as set out below. :**

i.	<p>Primary school members voted to de-delegate <b>Staff costs – Public Duties/Suspensions</b> for primary schools in 2020/21:</p> <ul style="list-style-type: none"> <li>• 14 Votes for de-delegation</li> <li>• 0 Votes against de-delegation</li> <li>• 1 Abstentions</li> </ul>
ii.	<p>Secondary school members voted to de-delegate <b>Staff costs – Public Duties/Suspensions</b> for secondary schools in 2020/21:</p> <ul style="list-style-type: none"> <li>• 6 Votes for de-delegation</li> <li>• 0 Votes against de-delegation</li> <li>• 0 Abstentions</li> </ul>
iii.	<p>Primary and secondary school members voted on the service level for the <b>Staff costs – Public Duties/Suspensions</b> de-delegation in 2020/21:</p> <ul style="list-style-type: none"> <li>• 13 Votes to continue with 2019/20 policy;</li> <li>• 1 Vote to continue but with a reduce Trade Union Facilities Time contribution;</li> <li>• 0 Votes to continue but with no Trade Union Facilities Time contribution;</li> <li>• 0 Abstentions</li> </ul>

iv.	<p>Primary school members voted to de-delegate the <b>Museum Service</b> for primary schools in 2020/21:</p> <ul style="list-style-type: none"> <li>• 14 Votes for de-delegation</li> <li>• 0 Votes against de-delegation</li> <li>• 0 Abstentions</li> </ul>
v.	<p>Primary school members voted to de-delegate <b>Schools In Financial Difficulty</b>, including the financial health check proposals, for schools for primary schools in 2020/21:</p> <ul style="list-style-type: none"> <li>• 14 Votes for de-delegation</li> <li>• 0 Votes against de-delegation</li> <li>• 0 Abstentions</li> </ul>
vi.	<p>Secondary school members voted to de-delegate <b>Schools In Financial Difficulty</b>, including the financial health check proposals. for secondary schools in 2020/21:</p> <ul style="list-style-type: none"> <li>• 6 Votes for de-delegation</li> <li>• 0 Votes against de-delegation</li> <li>• 0 Abstentions</li> </ul>
vii.	<p>Primary school members voted to de-delegate the <b>Primary Inclusion Hubs</b> for primary schools in 2020/21:</p> <ul style="list-style-type: none"> <li>• 13Votes for de-delegation</li> <li>• 1 Vote against de-delegation</li> <li>• 0 Abstentions</li> </ul>

c) Requested a further update around Primary Inclusion Hubs in summer term 2020, including any secondary school developments.

#### ***iv.Split Site Policy Update***

Following a review of the Lancashire split site criteria, a revised criteria for the allocation of split site funding was agreed by the Forum at the January 2019 meeting. Information was provided to the Working Group about the eligibility of schools against the revised policy and the application of the 2020/21 transitional protection criteria.

#### *The Working Group*

- a) *Noted the report;*
- b) *Supported the application of the revised split site arrangements.*

#### ***v.DfE Consultation Financial transparency of local authority maintained schools and academy trusts***

The DfE issued a consultation on 'Financial transparency of LA maintained schools and academy trusts'. The County Council shared a draft response with the Working Group.

#### *The Working Group:*

- a) *Noted the report;*
- b) *Supported the content of the draft LCC consultation response.*

*The LA response to the consultation has now been submitted.*

***vi. High Needs Block Provision Task and Finish Group Report***

Members were informed that a report from the LCC High Needs Block Provision Task and Finish Group had been produced and had been agreed by the Cabinet. It was originally intended to share the document with the Forum at this round of meetings, but the report now required reevaluation in light of the recent Government funding announcements.

*The Working Group:*

- a) Noted the report.*

**The Forum ratified the Working Group's recommendations.**

**7. RECOMMENDATIONS FROM THE HIGH NEEDS BLOCK WORKING GROUP**

A report was presented setting out the recommendations from the High Needs Block Working Group from 26 September 2019.

***i. Election of a Chair for the High Needs Block Working Group***

Peter Higham, headteacher at Great Arley School, was elected as the new Chair of the High Needs Block Working Group.

***ii. High Needs/Central Schools Services Block Budget Monitoring 2019/20***

Summer term 2019/20 data was used to provide monitoring and analysis for the High Needs Block, Central Schools Services Block and Central items. The forecast High Needs Block budget position at 31 March 2020 predicts an overspend of some £2.6m.

It was noted that when considering the 2019/20 Schools Budget, the Forum recommended that a proposal to devalue the Weighted Pupil Number (WPN) rate from the academic year 2019/20 was not taken forward, and it was agreed that the shortfall in funding should be met by the use of Dedicated Schools Grant (DSG) reserves. In budget monitoring terms this decision accounts for circa £1.3m of the forecast year end overspend.

The remainder of the forecast overspend related to increased demand and cost pressures across the High Needs Budget. An element of growth was built into the 2019/20 budget and this has been supplemented by savings elsewhere in the original budget. However, the growth figure was always considered to be a conservative estimate of the likely increased demand and was constrained in the original budget setting process by the pressures on the HNB budget envelope.

*The Working Group:*

- a) Noted the report and the latest budget monitoring position;*
- b) Noted the comments provided around the forecast overspend and that further information would be provided at the Schools Forum in response to certain queries.*

As requested by the Working Group further information was provided in the report to the Forum, in connection.

*Out County Expenditure*

*Information was provided comparing increases in Lancashire Out County expenditure to national trends. It was noted that local and national rises were around the same level.*

#### ***Alternative Provision Budget Monitoring***

*The budget monitoring report presented to the Working Group specified that intervention capping had been introduced in the autumn term at 21 pupils and this has subsequently been updated. The number of intervention places has been capped at 154 funded places. The capping was introduced as a temporary measure, in response to a circa £2m overspend on the PRU budget in 2018/19, until the outcomes from the ongoing AP reviews are published and put into practice.*

#### ***iii. High Needs Block Funding 2020/21***

Funding announcements from the Prime Minister about school funding included a commitment for £700m extra for children with Special Educational Needs and Disabilities (SEND) in 2020/21. This report provided initial information about the implications for Lancashire and about a Major Review into Support for Children with Special Educational Needs.

#### ***The Working Group:***

- a) Noted the report;*
- b) Noted that more detailed information about the Lancashire implications around funding announcements and government reviews would be provided in due course.*

#### ***iv. High Needs Block Provision Task and Finish Group Report***

A verbal update on the High Needs Block Provision Task and Finish Group Report was provided for the Working Group, including proposals to develop project plans for each of the options set out in the report agreed by the LCC Cabinet.

The report also made reference to a recent National Audit Office Report: Support for pupils with special educational needs and disabilities in England.

It was noted that the report had been agreed by the LCC cabinet/management team, as it had been intended to provide a copy to this cycle of Forum meetings. However, the proposals now needed to be re-evaluated in light of the recent Government funding announcements.

Further explanation about the implementation of the report recommendations going forward. It was proposed that each of the recommendations would be taken forward as a specific project. Each project would be subject to a project plan, and would have a project lead, a finance contact and a school(s) representative from across phases/sectors. The current recommendation around broadening inclusion hub proposals was highlighted.

By way of further background information, a recent National Audit Office Report: Support for pupils with special educational needs and disabilities in England was provided for members. Comment was made that many of the contributor factors to the financial pressures nationally are similar to those that have been identified in Lancashire.

The Forum Chair also made reference to a recent cabinet report 'Developing the Approach and Provision for Children and Young People with Special Educational Needs and Disabilities', which had agreed a '12 point plan'.

#### ***The Working Group:***

- a) Noted the report;*

b) *Noted that more detailed information would be provided in due course.*

*A copy of the 12 recommendations arising from the LCC Cabinet Developing the Approach and Provision for Children and Young People with Special Educational Needs and Disabilities report was provided for the Forum.*

**The Forum ratified the Working Group's recommendations.**

### **Supplementary Presentation Ensuring Sufficient SEND Provision**

*Sally Richardson Head of Inclusion Service attended the Forum for this item*

Sally provided information about the review of SEND places in Lancashire, which had been undertaken using principles agreed by the LCC cabinet in August 2019 and a forecast of place need over the next 5 years. This suggested a number of additional places were required, estimated as follows:

- 75% increase in the south (c144 places)
- 20% increase in the east (c45 places)
- 10% increase in the north (20 places)

These figures also factored in a desire to reduce the percentage of pupils that were educated in special schools, so that they were more in line with national averages. Current special school placements in Lancashire are circa 9% above the national average,

Priorities for provision included

- Autistic Spectrum Disorders
- Social Emotional and Mental Health
- Deprivation
- Suitability of provision

This information had been used to develop proposals around the utilisation of some £3.5m of capital funding made available by DfE for Lancashire for SEND provision. Formal proposals had now been developed for submission to DfE as follows

a) South

- adapt Sir Tom Finney School
- circa £1.4 m

b) East

- move Broadfield school to Hameldon site
- circa £3.0 m

It was noted that the additional £0.9m needed above the Lancashire allocation was proposed to be taken from the Lancashire basis need capital allocation.

Members asked a number of questions about the proposals.

**The Forum:**

- a) **Noted the information provided;**
- b) **Expressed support for the proposals.**

## **8. RECOMMENDATIONS FROM THE EARLY YEARS BLOCK WORKING GROUP**

A report was presented setting out the recommendations from the Early Years Block Working Group from 1 October 2019.

### ***i. SEN Inclusion Fund***

Information was provided to the Group to indicate that PVI and maintained providers should now have received details of the SEN Inclusion Fund. Members fed back that they did not recall receiving the communications and asked if this information could be checked.

*The Working Group:*

- a) Noted the information provided, but asked if the distribution of the Inclusion Fund information could be checked.*

### ***ii. Early Years Block Budget Pressures***

Reports had been presented to previous working group meetings about the financial pressures facing the sector and this report provided an update.

It was noted that the Government had announced an increase early years spending by £66million in 2020/21, but at this stage, we have no further details about how this funding will be allocated or the share that Lancashire may receive.

It was noted that officers intended to continue to raise Lancashire early years finance issues with DfE early years funding officials at national conferences on school funding later in the term. It was also understood that previous evidence submitted to DfE will still be considered as part of future spending reviews. In addition, Lancashire continued to feed into national funding groups through our designated regional representatives.

It was confirmed that the Council continued to monitor the impact of funding pressures on the sufficiency of early years places in the County, which was now being undertaken on a monthly basis. The latest monitoring revealed a small net increase in the number of FEE providers.

*The Working Group:*

- a) Noted the report;*
- b) Noted that further information on Early Years Block funding would be provided in due course.*

### ***iii. Consultation on Discretionary Payments in the Lancashire Early Education Formula 2 Year Old Funding Arrangements***

The Working Group were provided with a new an update on the consultation on Discretionary Payments in the Lancashire Early Education Formula 2 Year Old Funding Arrangements, together with an interim analysis of the consultation responses and comments, as at 30 September 2019.

*The Working Group*

- a) Noted the report and the consultation responses to date;*
- b) Recommended that the Forum support the continuation of the existing criteria in the 2 year old offer that aids discretionary groups.*

At the Forum meeting, final analysis of the consultation responses were considered, along with comments. The final analysis is provided below:

a) Continue the existing criteria in the 2 year old offer that supports discretionary groups	40	60.6%
b) Cease support for all the discretionary groups in the 2 year old offer from April 2020	23	34.8%
<i>No response entered</i>	3	4.5%
Total responses	66	

**The Forum supported the Working Group's recommendation to continue the existing criteria in the 2 year old offer that aids discretionary groups.**

#### ***iv. Payments for Social Services Supported Children***

The Working Group Chair provided a verbal update for members in connection with the payments to providers for Social Services Supported Children.

It was noted that a backlog of payments have now been processed and work is continuing to further improve the procedures and that there was an ongoing review of this process.

*The Working Group:*

- a) *Noted the information provided;*
- b) *Supported the ongoing systems issues being subject to further review.*

*Subsequent to the meeting, the Chair submitted a list of system issues together with a draft proforma that could possibly be used to provide clarity about relevant payment arrangements that were agreed.*

**The Forum ratified the Working Groups Recommendations.**

## **9. FRAUD AND CYBERCRIME PRESENTATION**

Hannah Regan, from NatWest Bank, attended the meeting and provided information on Fraud Prevention and Cybercrime.

**The Forum**

- a) **Thanked Hannah for her presentation;**
- b) **Requested that the Detect and Protect – Fraud and Cybercrime document referred to in the presentation be circulated to all Forum members.**

## **10. SCHOOLS FORUM URGENT BUSINESS PROCEDURE**

No decisions had been taken using the Forum urgent business procedure since the last meeting.

## **11. FORUM CORRESPONDENCE**



There has been no Forum related correspondence since the last meeting.

## **12. ANY OTHER BUSINESS**

### **a) Payments for expenses to be done once per cycle not after each meeting**

It was noted that, in future, members expenses will be made as one payment per Forum cycle.

### **b) Advertising on LCC Vacancy Site**

Brendan Hassett reported that confirmation had been provided at the BTLS User Group that schools and academies that do not buy into the BTLS payroll service would be allowed access to the LCC vacancy site.

### **c) Neil Smith**

Neil is known to many members through attendance at the Forum but also for his work with Schools Financial Services. He is retiring from the authority in December 2019 after 37 years.

Neil worked in the original finance team formed to develop Local Management of School in Lancashire, and has been helping schools with their finances ever since.

## **The Forum**

### **a) Noted the AOB;**

### **b) Thanked Neil for his substantial contribution to school funding in Lancashire and wished him well for his retirement.**

## **13. DATE OF FUTURE MEETINGS**

It was noted that the next scheduled Forum meeting will be held at 10.00am on 14 January 2019 at County Hall, Preston.

## Appendix A

<b>Question 1: What is your preferred de-delegation option for the Staff Costs - Public Duties/Suspensions in 2020/21?</b>						
	Total Responses	Continue at the 2019/20 levels	Continue but reduce Trade Union Facilities Time contribution	Continue but no Trade Union Facilities Time contribution	Completely discontinue	Not sure
All schools	153	122	19	2	4	6
		80%	12%	1%	3%	4%
Primary	128	104	14	1	3	6
		81%	11%	1%	2%	5%
Secondary	14	10	3	0	1	0
		71%	21%	0%	7%	0%
Other	11	8	2	1	0	0
		73%	18%	9%	0%	0%

  

<b>Question 2: Do you support the de-delegation of the Museums Service in 2020/21? (Primary schools only)</b>				
	Total Responses	Yes	No	Not sure
Primary	128	90	21	17
		70%	16%	13%

  

<b>Question 3. Do you support the de-delegation of Support for Schools in Financial Difficulty in 2020/21?</b>				
	Total Responses	Yes	No	Not sure
All schools	153	110	28	15
		72%	18%	10%
Primary	128	92	23	13
		72%	18%	10%
Secondary	14	13	0	1
		93%	0%	7%
Other	11	5	5	1
		45%	45%	9%

  

<b>Question 4. Do you support the de-delegation of funding for Primary Inclusion Hubs in 2020/21?</b>				
	Total Responses	Yes	No	Not sure
All schools	153	86	38	29
		56%	25%	19%
Primary	128	76	36	16
		59%	28%	13%
Secondary	14	5	1	8
		36%	7%	57%
Other	11	5	1	5
		45%	9%	45%

**LANCASHIRE SCHOOLS FORUM**  
**Date of meeting 14 January 20**

**Item No 6a**

**Title: Schools Budget 2020/21**

**Appendices (if applicable) Appendices A and B refer**

***Executive Summary***

This report has been prepared following receipt of pupil data and Dedicated Schools Grant (DSG) allocation information from the Education and Skills Funding Agency (ESFA). The report sets out the budget proposals for 2020/21 across the four funding blocks.

A meeting of the Forum Chair's Group, will take place on 9 January 2020. Recommendations arising from this meeting around finalising the Schools Budget 2020/21 will be presented to the Forum on 14 January 2020.

Following consideration of the final Schools Budget proposals by the Forum and the Lancashire County Council, the Authority is required to submit a final Schools Block budget proforma for 2020/21 to the ESFA by 21 January 2020.

This report also provides information on the High Needs, Early Years and Central School Services Blocks for 2020/21, and seeks the formal approval for the budget lines requiring Forum agreement.

**Recommendations**

**The Forum is asked to:**

- a) Note the report, including the 2020/21 Dedicated Schools Grant (DSG) allocations and the budget proposals for each of the 4 funding block;**
- b) Note the recommendations from the Forum Chair's Group meeting on 9 January 2020 (to be presented at the Forum meeting on 14 January);**
- c) Support the Schools Budget proposals for 2020/21 for the Schools Block, High Needs Block, Early Years and Central School Services Blocks;**
- d) Support the Dedicated Schools Grant Reserve underwriting the uncertainties around the Schools Budget 2020/21;**
- e) Formally approve the budget lines requiring Forum agreement (as set out at Appendix B).**
- f) Express any views to be brought to the attention of the Cabinet when setting the 2020/21 Schools Budget.**

## **Background**

Recent reports to the Forum and Working Groups have set out the Government's announcements about school funding for 2020/21.

The Dedicated Schools Grant is a ring-fenced specific grant and it must be used in support of the schools budget as defined in the DSG Conditions of Grant and the School and Early Years Finance (England) Regulations. The Dedicated Schools Grant is allocated to every Local Authority in four funding blocks, each calculated using national funding formulae. The four blocks are:

- Schools Block;
- High Needs Block;
- Early Years Block;
- Central School Services Block.

Provisional announcements about Dedicated Schools Grant allocations for 2020/21 were made by the Government in October 2019. Following the re-election of the Conservative Government at the General Election on 12 December 2019, final 2020/21 Dedicated Schools Grant allocations were received on 19 December 2019. This is a few days later than would have normally been expected.

Further information on each of the funding blocks is provided below and details of the actual 2020/21 Dedicated Schools Grant allocations and proposed expenditure are contained in Appendix A.

## **Schools Block**

The Schools Block funds mainstream primary and secondary schools and academies.

The Schools Block funding framework for 2020/21 will continue to operate under the 'soft' National Funding Formula arrangements first introduced in 2018/19. This is where the allocations for each local authority are calculated on the aggregated individual school National Funding Formula amounts calculated by the Government, but the local authority's local formula still applies in making actual allocations to schools.

Following a previous consultation with schools and academies in the County, and discussions with the Schools Forum, the Cabinet ratified the use of the National Funding Formula as the Lancashire formula methodology from April 2018. This will continue to apply in 2020/21.

Announcements from the Prime Minister set out an additional £14b of funding for schools between 2020/21 and 2022/23 for '5-16 schools'. £2.6b of the additional funding will be available in 2020/21. Funding will then increase by £4.8b for 2021/22 and £7.1b for 2022/23 compared to 2019/20.

The announcement confirmed Minimum Pupil Funding levels for primary and secondary schools:

- For secondary schools, the Minimum Pupil Funding level will be £5,000 per pupil from 2020/21 (compared to £4,800 per pupil in 2019/20);

- The primary school Minimum Pupil Funding level will rise to £3,750 per pupil in 2020/21 and to £4,000 per pupil in 2021/22 (compared to £3,500 per pupil in 2019/20).

The Minimum Pupil Funding is calculated by adding the Age Weighted Pupil Unit or the basic pupil element that schools receive for all pupils, to other formula factors based on the characteristics of the pupils and the school, including the lump sum allocation. The Minimum Pupil Funding ensures that schools receive a minimum level of funding calculated by dividing all the pupil led factors plus the lump sum allocation by the number of pupils on roll. This calculation excludes other factors, for example, rates.

The Government announcements have indicated that they still intend to move to a 'hard' National Funding Formula in the future and as a first step to hardening the formula, the government have made the use of the Minimum Pupil Funding levels, at the values in the national school National Funding Formula, compulsory for local authorities to use in their own 2020/21 funding formulae.

As Lancashire has already adopted the National Funding Formula methodology, including the use of the previous Minimum Pupil Funding levels, this compulsory change to the 2020/21 formula will not have any significant implications.

In addition to the Minimum Pupil Funding levels, other Schools Block funding factors will increase by 4% over 2019/20 levels, with the exception of:

- The free school meals factor, which will be increased at inflation, as it is intended to broadly reflect actual costs;
- Premises funding will continue to be allocated at local authority level on the basis of actual spend in the 2019/20, with a Retail Prices Index Excluding Mortgage Interest Payments (RPIX) increase for the Private Finance Initiative factor only.

Some Lancashire schools will also benefit from a technical change to the mobility factor that is being introduced from April 2020, which calculates allocations on a formulaic approach, rather than on the basis of historic spend.

### **High Needs Block**

The High Needs Block funds:

- Special Schools budgets
- Alternative Provision budgets (mainly Pupil Referral Units)
- Special Education Resource Provision Units in mainstream schools
- Individually Assigned Resources for High Needs pupils across all educational establishments
- Certain Special Education Needs Central Schools Services

The allocation to Lancashire is calculated using a national High Needs Block formula, but the Local Authority's local funding formulae still apply to distribute High Needs funding to Lancashire providers. The national formula is largely unchanged for 2020/21.

However, the Government announcements about additional funding for schools, earmarked an extra £700m nationally for children with Special Educational Needs and Disabilities (SEND) in 2020/21.

The announcements indicated that every local authority will receive an increase of at least 8% per head of two to 18 population. Considerable cost and demand led pressures remain on the High Needs Block budget both nationally and locally. It was previously forecast that increased High Needs expenditure in 2020/21 could be approximately £13.2m. Initial analysis of the funding announcements suggested that Lancashire's share of the extra £700m High Needs Block nationally may be able to cover the growth in expenditure from April 2020.

Forecasts still indicate that increases in High Needs Block expenditure in 2020/21 will be covered by the additional High Needs funding of circa £17m Lancashire will receive from April 2020. This is in contrast to recent years when the High Needs Block has been overspent and Dedicated Schools Grant reserves have been used to balance the budget. However, increased expenditure on the High Needs Block is forecast to continue in coming years and there is no guarantee that there will be equivalent additional funding for this Block to meet the demand and cost pressures. The latest estimate of future demand for High Needs Block expenditure still forecasts a funding gap of circa £25m by 2023/24, if there are no further increases in High Needs Block allocations.

### **Early Years Block**

Early Years Block funding is utilised for:

- Funding for the universal 15 hours entitlement for three and four year olds;
- Funding for the additional 15 hours entitlement for three and four year old children of eligible working parents;
- Funding for the 15 hours entitlement for disadvantaged two year olds;
- Funding for the Early Years Pupil Premium;
- Funding for the Disability Access Fund;
- Supplementary funding for Maintained Nursery Schools.

The Government introduced an Early Years National Funding Formula from April 2017. This arrangement introduced a formulaic mechanism for distributing early years funding from national Government to each local authority and set a framework that must be used to distribute funding to all types of early education provider, including nursery schools; nursery classes in maintained primary schools; Private, Voluntary and Independent providers and Childminders. The Early Years National Funding Formula introduced a requirement to have a Universal Base Rate for all providers and set out the type and level of supplements that are available.

Government announcements indicate that an additional £66m has been made available nationally for 2020/21. This is to be distributed via an uplift of 8p per hour on the funding we receive from the Department for Education for two year olds and for three and four year olds.

The allocation levels to Lancashire for 2020/21 will be as follows:

- Two year olds - £5.28 per hour;

- o Three and four year olds - £4.38 per hour.

These funding levels remain the lowest in the country, along with about a third of local authorities. The highest two year old rate in the country is £6.58 per hour, with £8.51 per hour being the highest rate for three and four year olds.

Government announcements also confirmed the continuation of supplementary funding for Maintained Nursery Schools for 2020/21, at the 2019/20 funding rates.

Pressures on early years funding have placed considerable financial strain on all types of early years providers in recent years, and these are expected to continue in 2020/21.

### **Central School Services Block**

This Block is to fund central functions that local authorities carry out on behalf of pupils in state-funded maintained schools and academies in England. The Central School Services Block was first introduced in 2018/19 and effectively replaced the previous Education Services Grant allocations, but the levels of funding have reduced considerably over recent years.

The Central School Services Block allocation for local authorities is split into funding for historic commitments and funding for ongoing responsibilities.

The ongoing responsibilities element of funding is calculated by the Department for Education on a formulaic methodology based on pupil numbers and deprivation, plus an area cost adjustment. The historic commitments element of the Block funds certain ongoing obligations funded from the Dedicated Schools Grant.

The Department for Education funding announcements indicate that there will be a cash flat allocation in the formulaic 'Ongoing responsibilities' element of the budget, but the funding level for 'historic commitments' will reduce by 20%.

Department for Education indicate that they will continue to unwind this historic commitments funding in future years.

### **Final Dedicated Schools Grant Allocation 2020/21**

Final Dedicated Schools Grant allocations for 2020/21 were published by the Department for Education on 19 December 2019.

Lancashire's Gross 2020/21 Dedicated Schools Grant allocation is £1,003.852m. Appendix A sets out a detailed analysis of the Lancashire allocation.

The equivalent Gross Dedicated Schools Grant income figure for 2019/20 was £947.933m. The 2020/21 figure is over £55m higher than the previous year, for the reasons set out in Appendix A.

The decisions and recommendations arising from the Schools Forum's consideration of the 2020/21 Schools Budget proposals will be circulated as Appendix B after the Forum meeting on 14 January 2020.

## **Financial Implications**

The report forecasts a balanced Dedicated Schools Grant funding position in 2020/21, which will be underwritten by the Dedicated Schools Grant reserves.

To date, Lancashire has always contained any school funding pressures within the Dedicated Schools Grant. The Dedicated Schools Grant reserve at 31 March 2019 was £12.744m. The reserve had reduced by over £1.5m in 2018/19 and further pressures on the reserve are forecast at the end of 2019/20, perhaps in the order of £3.6m. These overspends are attributable to cost and demand pressures on the High Needs Block. However, forecasts for 2020/21 suggest some relief on High Needs Block pressures due to the increased allocations.

Pressure remains on the Early Years Block, where the level of additional funding for 2020/21 is not as great as in the Schools Block and High Needs Block. This pressure is likely to be increased for many early years settings by proposed increases in the National Living Wage.

It should be noted that, the Department for Education are consulting on arrangements to tighten the ring-fencing around the Dedicated Schools Grant. Proposals look to ensure that local authorities do not make provisions in their general reserves to cover possible Dedicated Schools Grant deficits and any deficits would be carried forward into future years and then repaid overtime. A number of other local authorities are already working with the Department for Education to agree recovery plans to repay deficits.



## Appendix A

This Appendix to the Schools Budget 2020/21 report has been prepared following receipt of pupil data and Dedicated Schools Grant (DSG) allocation information from the Education and Skills Funding Agency (ESFA) and presents the estimated Schools Budget for 2020/21.

Following the re-election of the Conservative Government after the 12 December 2019 General Election, Lancashire received Dedicated Schools Grant funding allocations on 19 December 2019. This is a few days later than would have normally been expected.

### **DEDICATED SCHOOLS GRANT (DSG) ALLOCATIONS 2020/21**

The ESFA sub-divide the DSG into 4 funding blocks: the Schools Block, High Needs Block, Early Years Block and the Central Schools Services Block (CSSB). These Blocks are all calculated on a formulaic basis.

Information on the 2020/21 DSG allocations for Lancashire is provided below:

#### **Schools Block allocation (£781.518m)**

The Schools Block allocations for 2020/21 are derived on the basis of illustrative individual Schools National Funding Formula (SNFF) allocations calculated by the Government. These calculations translate into primary and secondary units of funding for 2020/21. These units of funding are multiplied by the number of primary and secondary pupils from the October 2019 census, providing funding of £761,291,386. A Local Authority level allocation for premises factors (£15,335,113) and growth (£4,891,463) are added to provide a final Schools Block allocation.

This provides a total Lancashire Schools Block allocation for 2020/21 of £781,517,963

The 2020/21 allocation is over £35m higher than the equivalent figure in 2019/20. The increased allocation is in part due to Lancashire's share of additional funding made available nationally by the Government enabling Minimum Pupil Funding (MPF) levels to rise to £5,000 per pupil for secondary pupils and to £3,750 per pupil for primary pupils, plus a 4% increase on most national funding formula (NFF) factors. In addition, there are almost 1,300 more pupils across Lancashire primary and secondary schools, which generate additional DSG income, but will also produce extra costs in the budget.

#### **High Needs Block allocation (£135.479m)**

The 2020/21 High Needs Block allocation is calculated under the Government's national High Needs funding formula. Key features of the formula include:

- A historic spending allocation to assist with transition to the national high needs formula;
- A flat rate of £4,000 per annum for each pupil in special schools or student in special post-16 institutions, ensuring local authorities receive a broadly

equivalent basic level of funding for pupils with high needs in both mainstream schools and outside the mainstream sector;

- A number of proxy measures including the following factors:
  - 2-18 population;
  - deprivation;
  - low attainment;
  - health and disability.
- An import/export adjustment for high needs pupils.

The formula provides a 2020/21 High Needs Block allocation for Lancashire of £135,479,270.

This figure is over £17m higher than the equivalent 2019/20 allocation, and is largely due to increased funding for the High Needs Block made available by the Government. Of the additional £2.6b extra funding available national for schools from April 2020, £700m was earmarked for High Needs Block.

It should be noted that the High Needs Block allocation is a provisional allocation and the gross total includes allocations attributable to funded places that will be deducted and made directly by the ESFA. These are estimated by ESFA to total circa £7.88m.

### **Early Years Block allocation (£80.468m)**

Allocations for the Early Years Block include:

- funding for the universal 15 hours entitlement for three and four year olds;
- funding for the additional 15 hours entitlement for three and four year old children of eligible working parents;
- funding for the 15 hours entitlement for disadvantaged two year olds;
- funding for the Early Years Pupil Premium (EYPP);
- funding for the Disability Access Fund (DAF);
- supplementary funding for Maintained Nursery Schools (MNS).

The allocations are calculated on a formulaic basis and include an additional 8p per hour for three and four year olds and for two year olds announced by the Government.

This provides an Early Years Block allocation for Lancashire for 2020/21 of £80,468,473.

Lancashire's Early Years funding is over £2.5m higher than the equivalent 2019/20 allocation, due to the increased hourly funding rates for two, three and four year olds, and an overall increase of over 500 children in the calculation.

It should be noted that the 2020/21 early years block allocations are initial, and based on Schools, Early Years and Alternative Provision censuses data from January 2019. These allocations will be updated based on January 2020 and January 2021 census data.

### **Central Schools Services Block (CSSB) (£6.387)**

The Central Schools Services Block (CSSB) is to fund central functions that Local Authority's carry out on behalf of pupils in state-funded maintained schools and academies in England.

The Central Schools Services Block (CSSB) is split into funding for historic commitments and funding for ongoing responsibilities. The ongoing responsibilities element is based on a formula, with unit values being cash flat for 2020/21. The Historic Commitments element of the allocation has been reduced by 20% compared to 2019/20, as the DfE indicate that they will continue to 'unwind' historic commitments over time. The reduced allocation attributable to the Historic Commitments funding has been partly offset by an increased ongoing responsibilities allocation due to higher pupil numbers in 2020/21.

The total Lancashire's CSSB allocation for 2020/21 is £6,386,525. This is over £0.2m less than was allocated for this block in 2019/20.

### **In Year Adjustments**

The DSG allocation notified is prior to in year adjustments for:

- Academies recoupment from the schools block;
- Deductions for high needs places in academies and non-maintained special schools;
- Post 16 places;
- Deduction for national copyright licences;
- Updates to the funding for three and four year olds;
- Updates to the funding two year olds;
- Updates to the early years supplementary funding for maintained nursery school
- Updates to the early years pupil premium;
- Updates to early years Disability Access Fund.

### **Forecast total DSG income for 2020/21**

The Lancashire DSG allocations for 2020/21 across the 4 funding blocks are shown below:

<b>Forecast DSG Income</b>	<b>£m's</b>
Schools Block	781.518
High Needs Block	135.479
Early Years Block	80.468
Central Schools Services Block	6.387
<b>Gross Total forecast DSG Income</b>	<b>1,003.852</b>
Total deductions for direct high needs payments made by the ESFA	-7.880
<b>Net Total forecast DSG Income</b>	<b>995.972</b>

The equivalent Gross DSG income figure for 2019/20 was £947.933m. The 2020/21 figure is over £55m higher than the previous year, for the reasons set out under each funding block above.

### **Other Funding Streams**

DfE announcements in December 2019 indicate that information on other funding streams, for example, Pupil Premium Grant (PPG), will be made in the New Year. As these other funding streams are passported to schools, they do not impact on the 2020/21 Schools Budget setting process.

## SCHOOLS BUDGET 2020/21

The latest Individual School Budgets (ISB) across all phases has been constructed using the final datasets made available from the ESFA and our latest local Early Years and High Needs data.

This Schools Budget estimate has been calculated following the outcome of consultations with schools and early years providers and discussions with the Schools Forum.

### Budget Summary

The table below summarises the budgets to be allocated from each of the DSG funding blocks

<b><u>Forecast DSG Expenditure</u></b>	<b>£m's</b>
Schools Block	779.518
High Needs Block	127.137
Early Years Block	82.468
Central Schools Services Block	6.387
Additional High Needs places to be paid direct by ESFA	0.462
<b>Total forecast DSG Expenditure</b>	<b>995.972</b>

Further details about each block are provided below.

### Schools Block

Following a consultation with schools and the Schools Forum as part of the 2018/19 Schools Budget setting cycle, it was agreed to use the Government's National Funding Formula (NFF) methodology as the local Lancashire funding model.

The NFF methodology will continue to apply in 2020/21 for calculating allocations to Lancashire schools, and will incorporate the changes to the formula introduced nationally, including:

- New Minimum Pupil Funding Levels:
  - Secondary schools £5,000 per pupil;
  - Primary Schools £3,750 per pupil;
- A 4% increase for most NFF factors;
- Implementation of the formulaic Mobility factor.

As supported by responses from schools in a consultation held in the autumn term 2019, the Minimum Funding Guarantee (MFG) has been included in the formula at +1.84% and there is no cap on funding gains.

A 2020/21 growth fund requirement, which is used to support Local Authority initiated school expansions, of circa £2m has been included for 2020/21.

The calculation reveals a 2020/21 Schools Block expenditure requirement of £779.518m.

The recent school consultation also provided support for the transfer of any Schools Block headroom that may be available to be transferred to help support pressures in other funding blocks.

The 2020/21 Schools Block requirement provides headroom of circa £2m, which represents approximately 0.26% of the Schools Block. This is below 0.5% of the Schools Block, and can therefore be agreed by the Schools Forum on 14 January 2020, without the need for approval from the Secretary of State.

The headroom figure is generated from Lancashire's 2020/21 Growth Fund Allocation from Government, less our local estimate of the requirement from April 2020.

### High Needs Block

The High Needs Block expenditure for 2020/21 is estimated in the table below:

	Place funding £m	Top-up funding £m
Delegated to Schools	34.765	57.646
FE Colleges		7.000
HNB costs on a commissioned basis		27.726
<b>Total</b>	<b>34.765</b>	<b>92.372</b>

The total forecast HNB expenditure in 2019/20 is some £127.137m.

This estimate takes account of demand led pressures in the block and offers some level of increase for school specific rates and Weighted Pupil Number (WPN) values, and still provides a balanced budget.

### Early Years Block

Following discussions with the Schools Forum's Early Years Group, it is intended to passport the additional 8p per hour for 2, 3 and 4 years olds that has been made available by the Government, directly to the 2 year old and the 3&4 year old base rates.

Other elements of the Early Years National Funding Formula calculations continue at 2019/20 rates, including

- Ring-fenced supplementary funding for Maintained Nursery Schools (MNS)
- Early Years Pupil Premium (EYPP)
- Early Years Disability Access Fund (DAF)
- SEN Inclusion Fund

Based on Government allocations, the Early Years Block faces the most significant challenges in 2020/21. As such, it is proposed to use £2m of the Schools Block headroom to support early years.

This headroom would be utilised to provide:

- a further local increase to the 3&4 year old base rates of 8p per hour, in addition to that provided by the increased Government funding;
- support to enable the increased Government funding for 2 year olds to be passed on in full, as the current 2 year old base rate is being subsidised from the 3&4 year old allocation in 2019/20;
- an increased of £200k to the SEN Inclusion Fund from April 2020, to provide a higher budget to support early years pupils with high needs.

This would provide the following base rates for 2020/21:

- Early Years Block 2 year olds - £5.08 per hour (compared to £5.00 in 2019/20);
- Early Years Block 3/4 year olds - £4.29 per hour (compared to £4.13 in 2019/20).

It must be emphasised that the transfer of funding from Schools Block Headroom cannot be guaranteed for future years, including the additional 8p per hour generated for the 3&4 year old base rates.

The LA has forecast the Early Years provision as set out below:

	<b>2 year olds £m</b>	<b>3&amp;4 year olds £m</b>
Early Years Block 3/4 year olds		70.411
Early Years Block 2 year olds	10.498	
Early Years Pupil Premium (EYPP)		0.745
Early Years Disability Access Fund (DAF)		0.314
SEN Inclusion Fund		0.500
<b>Total</b>	<b>10.498</b>	<b>71.970</b>

The overall Early Years Block is estimated to be on budget of £82.468m, including the £2m transfer from the Schools Block.

The allocation for 3&4 year olds incorporated the Ring-fenced supplementary funding for Maintained Nursery Schools (MNS) of circa £3.5m

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

The estimated CSSB expenditure in 2020/21 is £6.387m

This CSSB is the only Block to face a reduction in 2020/21 compared to 2019/20. This is due to the DfE's decision to reduce the Historic Commitments element of the budget by 20% from April 2020, as part of their intention to cease all 'historic' funding over time.

In consultation with the Schools Forum, Lancashire has already been reducing our historic commitments, which have mainly been DSG contributions to combined budgets, in order to comply with the DfE requirements.

Due to the preparatory decisions that have been taken, only minor adjustments are needed to the expenditure for 2020/21 to enable the budget to remain in balance with the reduced CSSB allocation. However, careful consideration will be needed around the CSSB in future years, as DfE implement further reductions in the Historic Commitments budget.

#### **Additional High Needs places to be paid direct by ESFA (£0.462m)**

Lancashire's Gross DSG allocation is reduced by the ESFA based on an estimated value of allocations that the ESFA make directly for High Needs places and for academies recoupment. For 2020/21 this figure was estimated at circa £7.8m by the ESFA.

However, the LA has commissioned further High Needs places at establishments that are directly funded by the ESFA (e.g. academies and post 16 providers) and it has been estimated that a further £462k will be deducted from our 2020/21 DSG allocation to take account of these places. This reduction in income has been built into our forecast budget calculation.

#### **Calculation of the final 2020/21 funding position**

	<b>£m's</b>
<b>Net Total forecast DSG Income 2020/21</b>	<b>995.972</b>
<b>Total Forecast DSG Allocations 2020/21</b>	<b>995.972</b>

Recommendations from the Schools Forum meeting to be held on 14 January 2020 will be provided for the Cabinet as Appendix B.



**SCHOOLS BUDGET 2020/21  
SPECIFIC APPROVALS NEEDED FROM THE SCHOOLS FORUM**

The School and Early Years Finance (England) Regulations require certain proposals by the Local Authority relating to the Schools Budget to be approved by the Schools Forum. .

An indication of the specific proposals that have previously been considered and approved by the Forum is included together with proposals now put forward that require approval.

Function	LA proposals 2020/21	Proposed Expenditure: 2020/21 £m
<b>Consultation on Formula Changes</b>		
<ul style="list-style-type: none"> <li>Proposals around possible changes to the discretionary payment elements in the EYNFF were the subject of consultation with the all providers in the autumn term.</li> </ul>	In accordance with the majority of consultation responses, the Forum meeting of 17 October 2019 agreed that that no changes to the 2020/21 EYNFF should be made. Final EYNFF proposals are contained in Schools Budget 2020/21 report	
<ul style="list-style-type: none"> <li>Adjustments to the notional SEN calculation were subject to consultation in the autumn term</li> </ul>	Consultation responses are provided in the Forum papers, and in accordance with responses and recommendations from the Schools Block, the notional SEN is changed to remove the Basic Pupil elements from the calculation in the Schools Budget 2020/21	
<b>De-delegation for mainstream schools</b>	LA proposals for: <ul style="list-style-type: none"> <li>Schools in financial difficulty;</li> <li>Museum service (primary only);</li> </ul>	

	<ul style="list-style-type: none"> <li>• Staff Costs Public duties/Suspensions;</li> <li>• Primary Inclusion Hubs</li> </ul> <p>Approved by the Schools Forum on 17 October 2019</p>	
<b>Movement of up to headroom from the schools block to other blocks</b>	<p>Consultation responses are provided in the Forum papers, and in accordance with responses and recommendations from the Schools Block, proposals to transfer headroom from Schools Block are built into the Schools Budget 2020/21.</p> <p>Arrangements to transfer the headroom to the Early Years Block are subject to confirmation as part of the final proposals for the Schools Budget 2020/21</p>	<b>2.000</b>
<b>Contracts (where the LA is entering a contract to be funded from the schools budget)</b>	No Proposals at this time	
<b>Financial issues relating to:</b>		
<ul style="list-style-type: none"> <li>• arrangements for pupils with special educational needs, in particular the places to be commissioned by the LA and schools and the arrangements for paying top-up funding</li> </ul>	Proposals contained in the High Needs Block Working Group recommendations for Forum report for 14 January 2020	
<ul style="list-style-type: none"> <li>• arrangements for use of pupil referral units and the education of children otherwise than at school, in particular the places to be commissioned by the LA and schools and the arrangements for paying top-up funding</li> </ul>	Proposals contained in the High Needs Block Working Group recommendations for Forum report for 14 January 2020	
<ul style="list-style-type: none"> <li>• arrangements for early years provision</li> </ul>	Proposals contained in the Early Years Block Working Group recommendations for Forum report for 14	<b>0.500</b>

	January 2020. Central funding level presented as part of the Schools Budget 2020/21 report	
<ul style="list-style-type: none"> <li>administration arrangements for the allocation of central government grants</li> </ul>	No Proposals at this time beyond passporting DfE allocations to schools	
<b>Minimum funding guarantee (MFG)</b>	Consultation responses on MFG and capping are provided in the Forum papers, and in accordance with responses and recommendations from the Schools Block, the MFG and capping levels mirror those in the NFF and are set at an MFG of +1.84% with no cap on gains in the Schools 2020/21	
<b>General Duties for maintained schools</b> Contribution to responsibilities that local authorities hold for maintained schools	No Proposals at this time	
<b>Central spend on and the criteria for allocating funding from:</b>		
<ul style="list-style-type: none"> <li>funding for significant pre-16 pupil growth, including new schools set up to meet basic need, whether maintained or academy</li> </ul>	<p>Policy previously agreed by the Schools Forum. Proposal to increase the growth fund unit values in line with increased NFF Minimum Pupil Funding levels for 2020/21</p> <p>Final budget proposals are contained in the Schools Budget 2020/21 report</p>	<b>2.000</b>
<ul style="list-style-type: none"> <li>funding for good or outstanding schools with falling rolls where growth in pupil numbers is expected within three years</li> </ul>	No Proposals at this time	-
<b>Central spend on:</b>		

<ul style="list-style-type: none"> <li>early years block provision funding to enable all schools to meet the infant class size requirement</li> </ul>	No Proposals at this time	
<ul style="list-style-type: none"> <li>back-pay for equal pay claims</li> </ul>	No Proposals at this time	
<ul style="list-style-type: none"> <li>remission of boarding fees at maintained schools and academies</li> </ul>	No Proposals at this time	
<ul style="list-style-type: none"> <li>places in independent schools for non-SEN pupils</li> </ul>	No Proposals at this time	
<ul style="list-style-type: none"> <li>admissions</li> </ul>	Final budget proposals are contained in the Schools Budget 2020/21 report	<b>0.937</b>
<ul style="list-style-type: none"> <li>servicing of schools forum</li> </ul>	Final budget proposals are contained in the Schools Budget 2020/21 report	<b>0.188</b>
<ul style="list-style-type: none"> <li>Contribution to responsibilities that local authorities hold for all schools</li> </ul>	No Proposals at this time	
<b>Central spend on:</b>		
<ul style="list-style-type: none"> <li>capital expenditure funded from revenue: projects must have been planned and decided on prior to April 2013 so no new projects can be charged</li> </ul>	No Proposals at this time	
<ul style="list-style-type: none"> <li>contribution to combined budgets: this is where the schools forum agreed prior to April 2013 a contribution from the schools budget to services which would otherwise be funded from other sources</li> </ul>	Final combined budget proposals are contained in the Schools Budget 2020/21 report	<b>0.350</b>
<ul style="list-style-type: none"> <li>existing termination of employment costs (costs for specific individuals must have been approved prior to April 2013 so no new redundancy costs can be charged)</li> </ul>	No Proposals at this time	

<ul style="list-style-type: none"> <li>prudential borrowing costs – the commitment must have been approved prior to April 2013</li> </ul>	Final prudential borrowing proposals are contained in the Schools Budget 2020/21 report	<b>0.240</b>
<b>Central spend on:</b>		
<ul style="list-style-type: none"> <li>high needs block provision</li> </ul>	2020/21 funding level presented as part of the Schools Budget setting proposals	<b>27.727</b>
<ul style="list-style-type: none"> <li>central licences negotiated by the Secretary of State</li> </ul>	2020/21 funding level presented as part of the Schools Budget setting proposals	<b>0.960</b>
<b>Carry forward a deficit on central expenditure to the next year to be funded from the schools budget</b>	No Proposals at this time	
<b>Any brought forward deficit on de-delegated services which is to be met by the overall schools budget.</b>	No Proposals at this time	

## **LANCASHIRE SCHOOLS FORUM**

**Date of meeting 14 January 2020**

### **Item No 7**

#### **Title: Recommendations of the Schools Block Working Group**

#### **Appendix A refers**

#### **Executive Summary**

On 10 December 2020, the Schools Block Working Group considered a number of reports, including:

- School Block Funding 2020/21 and local modelling;
- Consultation on the Schools Block Funding Formula 2020/21 and Possible Transfer to the High Needs and Early Years Block;
- School Resource Management Advisers;
- Split Site Policy Update;
- High Needs Block Provision Task and Finish Group Report;
- Historic Commitments Combined Budget Funding 2020/21;
- School Teaching and Support Staff Supply Reimbursement Scheme;
- Healthy Pupil Capital Fund Update;
- Teachers Pensions Grant Supplementary Claims.

#### **Recommendations**

The Forum is asked to:

- a) Note the report from the Schools Block Working Group held on 10 December 2020;
- b) Ratify the Group's recommendations.

## **Background**

On 10 December 2020, the Schools Block Working Group considered a number of reports. A summary of the key issues and recommendations arising from the Working Group's considerations of the items are provided in this report.

### **1. School Block Funding 2020/21 and local modelling**

Information was provided about Government school funding announcements, which indicated that £2.6b of additional funding will be available in 2020/21.

The announcement confirmed future minimum pupil funding (MPF) levels for primary and secondary schools:

- For secondary schools, the MPF level will be £5,000 per pupil from 2020/21 (compared to £4,800 per pupil in 2019/20);
- The primary school MPF level will rise to £3,750 per pupil in 2020/21 and to £4,000 per pupil in 2021/22 (compared to £3,500 per pupil in 2019/20).

Members were reminded that the MPF levels are not the same as the Age Weighted Pupil Unit (AWPU) or the basic pupil element in your school funding. AWPU is the rate set to allocate the basic entitlement of funding for pre-16 pupils in mainstream schools that is provided for all pupils. This is then supplemented by other formula factors based on the characteristics of your pupils and the school, including your lump sum allocation. The MPF funding ensures that schools receive a minimum level of funding calculated by dividing all your pupil led factors plus the lump sum allocation by the number of pupils on roll. This calculation excludes other factors for example rates.)

In October 2019, further details were released, including indicative school level data. All the allocations must be treated with caution as they are based on October 2018 pupil data. The actual DSG allocations in Lancashire, to be published in December 2019, could be lower than those in the provisional notification from the DfE, dependant on pupil data from the October 2019 school census.

#### *Local Modelling of DfE School Level Data*

The LA has undertaken some modelling on the indicative school level data that has been published by the DfE.

Due to the 2020/21 NFF having no capping, then by ignoring premises, lump sum, sparsity and based on MFG per pupil funding, our modelling indications are that 15 schools showing an increase in per pupil funding in excess of 10%, a further 144 between 5% and 10%, 224 between 1.85% and 5%, with 181 protected at 1.84%.

#### *Funding Uncertainties*

The school funding timetable provides that the County Council will receive final 2020/21 DSG allocations in mid December 2019. However, there is a concern that the General Election could impact on timescales and possibly on funding levels.

In discussions with DfE officials indicated that if a Conservative government is re-elected there is a possibility that DSG allocations can be issued reasonably quickly and the date we receive information may only slip by a day or two. Any other election result is likely to build even greater delay into the process.

DfE colleagues have indicated that they will treat the issuing of DSG allocations as a priority with the new government, but could not offer any real insight into the length of any delay in issuing allocations. They were clear that the Regulations which govern the date that individual school budgets need to be issued at the end of February could not be changed, so the DfE submission deadline for LAs to provide an approved schools block budget to DfE remains 21 January 2020.

Members discussed the information and noted that, if necessary, interim budgets may need to be issued to schools, based on the best estimate from information available. These budgets may need to be reissued when definitive information became available.

**The Working Group:**

- a) **Noted the report and the uncertainties surrounding the 2020/21 School budget setting process.**

## **2. Consultation on the Schools Block Funding Formula 2020/21 and Possible Transfer to the High Needs and Early Years Block**

At the Schools Forum meeting in October 2019, members supported the issuing of a consultation to seek views on areas of local discretion available in the 2020/21 school funding arrangements.

The consultation was issued on 18 November 2019 and a copy of the consultation document was provided with the report.

Key questions posed in the consultation related to:

- The level of the Minimum Funding Guarantee (MFG) and capping in the local formula;
- A possible transfer of headroom only, from the Schools Block to be used in the High Needs Block and the Early Years Block;
- A possible alteration to the Notional SEN calculation.

The consultation closed on 6 December 2019 and responses were shared with the Working Group. A copy of the analysis and comments are provided at Appendix A.

Members noted the comments and that the majority of responses favoured the proposals set out in the consultation document for all 3 key issues.

In line with school responses, members supported the introduction of the 3 proposals from April 2020 and noted that the Schools Block transfer proposal was at this stage in principle only, as final details of any headroom availability and the pressures and priorities on other funding blocks could only be finalised when 2020/21 DSG allocations were confirmed by the DfE.

**The Working Group:**

- a) **Noted the report and the school consultation responses and comments;**
- b) **Recommended that the Forum support the 3 proposals set out in the consultation:**



- That the MFG and capping levels in the 2020/21 Lancashire Schools Block formula should mirror those in the NFF and be set at an MFG of +1.84% with no cap on gains;
  - That any headroom available in the Schools Block, once the NFF methodology has been implemented, should be transferred to support pressures in the High Needs Block and the Early Years Block in 2020/21;
  - that notional SEN is changed to remove the Basic Pupil elements from the calculation.
- c) Noted that the Schools Block transfer proposal was at this stage in principle only, as final details of any headroom availability and the pressures and priorities on other funding blocks could only be finalised when 2020/21 DSG allocations were confirmed by the DfE.

### 3. School Resource Management Advisers

The DfE/ESFA are taking an increasing interest in the financial position of maintained schools and Local Authorities, and are promoting a wide range of tools to support schools to maximise the use of resources and funding.

On 1 November 2019, the ESFA wrote to the LA to confirm that they had now reviewed the 2018 to 2019 financial year Consistent Financial Reporting (CFR) data for local authority schools in Lancashire. The position for Lancashire is summarised below:

Number of schools	Number of schools in surplus	% of schools in surplus of >5% income.	Number of schools in deficit	% of schools in deficit of >5% income.
593	554	73%	39	3%

The ESFA correspondence highlighted that a wide range of tools to support schools to maximise the use of resources and funding are available.

As part of this process, the ESFA have made available a School Resource Management Adviser (SRMA) to work with maintained schools in Lancashire. School Resource Management Advisers are independent sector specialists, who have experience in the management of resources in the education sector. All SRMAs are accredited by the Institute of School Business Leadership.

Lancashire received an allocation of 11 days SMRA time to offer assistance maintained schools in the county, and the cost of these consultancy days is being met by the ESFA.

Objectives for the SRMA visit is to work collaboratively the LA and the school, providing peer-to-peer support to develop strategies to eliminate or prevent a deficit and consider different ways schools could make the best use of their resources.

Lancashire has been allocated Sheryl Cardwell, Business Consultant from Shard Business Services as our SRMA. Following discussions a small number of Lancashire schools were identified to receive a SRMA visit, at dates towards the end of November and early December.

SMRAs have been already been working with academies and many other LAs in the region have recently been offered consultancy time for SMRA visits to maintained schools. Other LAs in the NW are around the same stage of the process as Lancashire, so no extra intelligence on the process has been provided on arrangements in the maintained sector.

Members discussed the SMRA process, and commented on some national feedback about the usefulness of early visits. Feedback from a school that had received a SMRA visit was that the process had been a positive one, although it was noted that no final reports had been prepared from Lancashire visits, so it was too early to comment on the overall value of the process.

Members asked to be kept informed about the process and requested sight of the final reports, subject to any confidentiality issues.

**The Working Group:**

- a) **Noted the report;**
- b) **Asked to be kept informed about the SRMA process and requested sight of the final reports, subject to any confidentiality issues**

#### **4. Split Site Policy Update**

Since the last meeting two issues have arisen in connection with the split sites policy.

##### *Split Site Appeal*

On receipt of the split site confirmation letters, one primary school has submitted an appeal to the notified decision.

The school's case is that they qualify under criteria 1, rather than criteria 2, as the distance between their separate sites is over 300m apart.

This appeal has been considered and the LA is minded to reject the appeal, as the evidence provided by the school that indicates a plus 300m shortest safe walking route is based on the separate nursery building entrance, which is specifically exempt from the split site calculation. The LA has assessed that the split site distance between one site entrance and the entrance on the second site closest to the reception building is just under 300m, hence the school remains eligible for split site criteria 2 funding.

##### *Additional Split Site Application*

After split site confirmation letters were issued, an additional application was received from a primary school claiming eligibility to the split site criteria. The application has been assessed and it was judged that the school qualified under category 3.

This judgement agreed with the school's own assessment of their eligibility and a letter has now been sent to the school confirming a criteria 3 allocation of £9,167 from April 2020.

**The Working Group:**

- a) **Noted the report;**
- b) **Supported the application of the split site policy in the cases received.**

## 5. High Needs Block Provision Task and Finish Group Report

The Working Group had received regular verbal updates about the work of the County Council's High Needs Block Task and Finish Group.

The Group's initial work had been agreed by the County Council's Cabinet and senior management but did not take account the additional £700m was being made available nationally in 2020/21 for High Needs Block.

Due to continued uncertainty caused by the general election, a decision was taken to create a number of specific projects to investigate key themes from the T&F group report. A copy of the original Task and Finish Group report was provided for members.

Following some streamlining, it has been agreed that 7 projects will be initiated to look at the key recommendations from the report and to develop proposals. The financial context would also be considered in the light of the increased HNB allocations.

Each project has a designated project leader and a finance lead.

The 7 projects are:

Project No	Project Title
1	Increasing the number of children placed locally
2	Closer partnership with Independent Non-Maintained Providers
3	Review of the Internal SEND Teaching Service
4	Support for Vulnerable Pupils
5	Partner Contribution to High Needs Placements
6	Further Education Provision
7	Review of Alternative Provision/Inclusion Projects

A verbal update was provided, giving more detailed around the initial considerations for each of the projects. Confirmation was provided that the initial report should only be considered a starting point and that proposals would be refined through the project plans before any final decision were taken about future HNB provision.

Members considered the information provided and noted that, where appropriate, these projects would link to the SEND Partnership Board Improvement Plan. The Group discussed the various projects and acknowledged the aim to ensure there was full transparency of costs going forward.

The WG supported the inclusion of a school sponsor for each project, although it was agreed that where school representatives already existed in the partnership board process, they would be best placed to continue as the sponsor for a related project plan. In the WG, the following representatives volunteered to act as school sponsors:

- Cathryn Antwis - Any group as needed;
- Gerard Collins - Project 7, Review of Alternative Provision/Inclusion Projects;
- Helen Dicker - Project 7, Review of Alternative Provision/Inclusion Projects or any group as needed;
- Eleanor Hick - Project 1, Increasing the number of children placed locally;

- Liz Laverty - Project 7, Review of Alternative Provision/Inclusion Projects, or Project 4, Support for Vulnerable Pupils or any group as needed.

It was confirmed that regular updates on the progress of the project would be provided for the working group.

**The Working Group:**

- a) Noted the report and the supplementary information provided at the meeting;**
- b) Asked that volunteers to act as school project sponsors be considered alongside any nominations from High Needs Block working group and existing partnership Board representatives.**

**6. Historic Commitments Combined Budget Funding 2020/21**

The DfE funding announcements for 2020/21 indicate that there will be cash flat allocation in the formulaic 'Ongoing responsibilities' element of the budget, of the Central School Services Block, but the funding level for 'historic commitments' element will reduce by 20%.

As part of the 2019/20 budget setting process, the Forum considered Dedicated Schools Grant (DSG) contributions to 'combined budgets' and agreed the following allocations, totalling £350k:

- Emotional Health and Wellbeing Service - £200k;
- MASH - £150k.

These allocations represent a significant reduction in the level of 'combined budget' contributions agreed by the Forum, with recent allocations shown below:

- 2017/18 - £1,243k;
- 2018/19 - £450k.

The decisions to reduce the level of funding for 2019/20 were taken partly in response to the DfE guidance about the need to reduce expenditure on historic commitments over time and partly due to the pressures facing the high needs block budget, with savings from these decision helping to mitigate HNB overspends.

For 2020/21, the initial allocations suggest that Lancashire may receive a significant HNB funding from April 2020, which is forecast to cover the increased HNB expenditure in 2020/21. In such circumstances, the LA is proposing that the 2019/20 allocations for the Emotional Health and Wellbeing Service and MASH continue for 2020/21.

Details around the services' use of DSG funding over the last 12 months were provided for the working group. It was noted that these services received significant positive feedback in discussions with Forum last year and are valued by schools.

It was noted that there is a clear message from DfE that these combined budgets are expected to reduce to zero over time and it is likely that there will be further pressure to reduce DSG contributions in FY 2021/22. Proposals about the use of this funding in subsequent years will be shared with the Forum in due course.

**The Working Group:**

- a) Noted the report;**

- b) Recommend to the Forum that the 2019/20 DSG allocation levels continue from April 2020 for MASH and the Emotional Health and Wellbeing Service.**

## **7. School Teaching and Support Staff Supply Reimbursement Scheme**

### *2019/20 Scheme Arrangements*

The scheme arrangements agreed with the Forum for 2019/20 looked to increase premiums and reimbursement rates to take account of the relevant teaching and support staff pay increases and the revised salary pay spine for support staff.

Following finalisation of the supply scheme arrangements with the Forum in January 2019 individual offers were issued to schools and academies for consideration. 430 schools took up some level of cover from April 2019, which was 9 fewer schools signed up for the scheme in 2019/20 than were involved in 2018/19.

### *2020/21 Scheme Proposals*

Following a period of transition across recent years to move to a pupil/place led charging structure for the teaching element of the scheme, no significant changes are proposed for 2020/21.

It was suggested that both premiums and reimbursement rates are increased in line with forecast pay increases, which are currently estimated at 3% for teaching staff and 2% for support staff.

No other changes are proposed to the Scheme SLA, although it was confirmed that the option for bank account schools to pay on a monthly basis will remain available to assist these schools with their cash flow.

### *Alternative Options for Consideration*

An alternative option to the proposed changes to premiums and reimbursement rates would be to leave them as they currently exist.

### *Service Offer to Schools*

Once scheme arrangements and charging/reimbursement rates are finalised by the Forum in January 2020, a formal individualised 2020/21 scheme offer will be issued to all schools and academies.

### **The Working Group:**

- a) Noted the report;**
- b) Supported the option to increase both premiums and reimbursement rates in line with forecast pay increases, which are currently estimated at 3% for teaching staff and 2% for support staff.**

## **8. Healthy Pupil Capital Fund Update**

The Healthy Pupil Capital Fund is intended to improve children's and young people's physical and mental health by improving and increasing availability to facilities for physical activity, healthy eating, mental health and wellbeing and medical conditions. Funding is provided from the Soft Drinks Industry Levy for 2018-19 only.

Examples of projects which could be funded through the Healthy Pupil Capital Fund are:

- Refurbishment or building of changing rooms, sports halls and gyms, teaching and catering kitchens, dining spaces, and spaces for mental health support;
- Creation or renovation of garden spaces for growing produce, playgrounds and active play spaces, sports pitches, hard courts and athletics tracks;
- Modification of facilities to improve accessibility for pupils with disabilities;
- Provision of equipment, such as goalposts, outdoor table tennis tables, defibrillators, water fountains , and gardening planters and equipment.

### **Funding Allocation**

Local authorities (LA) are responsible bodies and receive funding for community, foundation and voluntary controlled schools.

Voluntary aided (VA) schools are notionally assigned to their local authority and as such the local authority will coordinate the administration of their group funding allocation through the Locally Coordinated Voluntary Aided Programme (LCVAP).

Lancashire has received a total funding allocation of £1,786,981 split as follows:

- LA allocation      £1,026,463
- VA allocation      £ 760,518.

Responsible bodies are required to report on how they have spent their Healthy Pupil Capital Fund in the same way they report on, and alongside, their School Condition Allocation. It should be noted however that the allocation is not ring fenced or time-bound.

The LA allocation of £1,026,463 will be used to support current Basic Need expansions and condition projects to enable those funding streams to go further across the programme and benefit more pupils as a whole.

Due to the relatively small sum involved, when set in the context of over circa 300 schools, the County Council discussed proposals with the Forum to retain the funding so that it could be used to provide appropriate facilities on basic need expansion projects. This was seen as a more effective approach for the use of the limited resources and reduce the bureaucracy that would otherwise be required with individual project monitoring and reporting with 300 small allocations.

The funding will be used across five projects including the provision of new kitchen and dining facilities, multi-use games area, activity studio, hard play areas and line markings. Information was provided for the group about the level of allocations to the 5 schools to utilise the LA allocation.

Members considered the report and the allocations made. Some concern was expressed about the use of this funding and the schools chosen to benefit from the allocations, as these did not seem to members to be schools in the most deprived areas. Whilst members understood the rationale for the combining this money with other capital allocations, some members still felt that a better use of the funding would have been achieved by delegating the funding to schools.

The Group requested that the Director responsible for the Healthy Pupil Capital Fund be invited to the Schools Forum and asked for further information about the allocation process and the link to the fund criteria in making allocations.

**The Working Group:**

- a) **Noted the report;**
- b) **Requested that the Director responsible for the Healthy Pupil Capital Fund be invited to the Schools Forum**

**9. Academies advertising on the LCC Vacancy site**

At the last Schools Forum meeting information was provided that the academies could advertise on the LCC vacancy site, subject to an administrative charge.

Some academies have subsequently tried to place adverts and been told that they are not eligible to use the site.

We have again taken this up internally and have obtained a definitive decision that academies can use the LCC vacancy site.

BTLS are currently making the necessary arrangements to implement this decision, which may have a tiered charging structure dependant on academies' decisions about whether they buy into the Schools Portal, as the administration involved for schools not on the portal is greater.

Members hoped that this provided a final outcome to this issue and that the service would be available quickly.

**The Working Group:**

- a) **Noted the report**

**10. Teachers Pensions Grant Supplementary Claims**

It was reported that a number of schools had found difficulty logging on to the DfE site in order to submit a Supplementary Pensions Claim Form.

Following advice from schools that had managed the process, Daniel Ballard had produced a number of screen shots to assist other schools access their account and adding the Teachers Pensions facility.

Information would be shared with all schools on the portal shortly.

**The Working Group:**

- a) **Noted the report**

## Consultation on the Schools Block Funding Formula 2020/21 & Possible Transfer to the High Needs Block & Early Years Block

### Analysis

<b>Question 1: Do you agree that the MFG and capping levels in the 2020/21 Lancashire Schools Block formula should mirror those in the NFF and be set at an MFG of +1.84% with no cap on gains?</b>				
	<b>Total Responses</b>	<b>Yes</b>	<b>No</b>	<b>Not sure</b>
<b>Schools all types and phase</b>	97	80	3	14
		<b>82%</b>	<b>3%</b>	<b>14%</b>

<b>Question 2: Do you agree that any headroom available in the Schools Block once the NFF methodology has been implemented should be transferred to support pressures in the High Needs Block and the Early Years Block in 2020/21?</b>				
	<b>Total Responses</b>	<b>Yes</b>	<b>No</b>	<b>Not sure</b>
<b>Schools all types and phase</b>	97	80	9	8
		<b>82%</b>	<b>9%</b>	<b>8%</b>

<b>Question 3. Do you support the proposal that notional SEN is changed to remove the Basic Pupil elements from the calculation?</b>				
	<b>Total Responses</b>	<b>Yes</b>	<b>No</b>	<b>Not sure</b>
<b>Schools all types and phase</b>	97	52	8	37
		<b>54%</b>	<b>8%</b>	<b>38%</b>



## Comments

- We need more money for SEN in mainstream!!!!!!
- Notional SEN changes appear to simplify the calculation
- Consideration in the funding of small schools needs to be considered. With rises in wages and pension contributions, many small schools are having to restructure staffing to ensure they do not go into deficit. This is an area that I feel the forum need to keep in mind as funding formulas are agreed.
- The greatest concern with any area of school funding is lack of clarity or lack of certainty. Actuals can vary considerably from Forecasts, a greater degree of understanding and certainty would vastly improve the school's budgeting process.
- Any headroom from question 2 should be for Early Years block and special schools only NOT PRU's
- By lifting the cap on gains and providing the school with it's Government recommended budget, this would mean avoidance of job cuts and deficit budget in a school which has high deprivation and is struggling to reach standards. We have been financial 'losers' for a number of years and feel that our school situation warrants a fair budget share as deemed by the Government and not the local council.
- I don't know enough about how this would affect the pupils involved.
- There are pupils who have needs, but due to the lack of funding those needs are not being met, which has meant the basic needs have become high needs due to them being unmet needs. Prevention is always better than cure. High needs are important but all needs should be considered.
- As a very small school of predominantly PMLD pupils we would be in difficulty if the current WPN reduced significantly
- Why have high needs block and early years block been put together in question 2? Surely these are 2 different priorities. There also appears to have been allocated a very short response time for governors for this consultation, why is that?
- Schools should receive all available funding to be utilised in school

## **LANCASHIRE SCHOOLS FORUM**

**Date of meeting 14 January 2020**

### **Item No 8**

#### **Title: Recommendations of the High Needs Block Working Group**

#### **Appendix A refers**

#### **Executive Summary**

On 3 December 2020, the High Needs Block Working Group considered a number of reports, including:

- High Needs Block Funding 2020/21;
- High Needs Block Commissioned Places 2019/20;
- Hospital Education Report;
- Historic Commitments Combined Budget Funding 2020/21;
- High Needs Block Provision Task and Finish Group Report;
- Consultation on the Schools Block Funding Formula 2020/21 and Possible Transfer to the High Needs and Early Years Block;
- School Teaching and Support Staff Supply Reimbursement Scheme.

#### **Recommendations**

The Forum is asked to:

- a) Note the report from the High Needs Block Working Group held on 3 December 2020;
- b) Ratify the Group's recommendations.

## **Background**

On 3 December 2020, the High Needs Block Working Group considered a number of reports. A summary of the key issues and recommendations arising from the Working Group's considerations of the items are provided in this report.

### **1. High Needs Block Funding 2020/21**

At the last HNB meeting, information was provided about Government school funding announcements made in August 2019, which included a commitment for £700m extra funding for children with SEND in 2020/21.

In October 2019, further provisional details were released. All the allocations must be treated with caution as they are based on October 2018 pupil data. The actual DSG allocations in Lancashire are scheduled to be published later in December 2019, and could be lower than those in the provisional notification from the DfE, dependant on updated pupil data.

For HNB, a significant increase in funding is anticipated, but it was noted that increase funding may only offset the forecast increase in cost and demand led pressures from April 2020, which were estimated as a £13.2m overspend.

#### *Funding Uncertainties*

The school funding timetable provides that the County Council will receive final 2020/21 DSG allocations in mid December 2019. The date for the 2019 general election on 12 December 2019 puts increased pressure on school budget setting process, and depending on the outcome of the election may mean that the statutory deadlines cannot be met.

DfE colleagues have indicated that they will treat the issuing of DSG allocations as a priority with the new government, but could not offer any real insight into the length of any delay in issuing allocations. They were clear that the Regulations which govern the date that individual school budgets need to be issued at the end of February could not be changed, so the DfE submission deadline for LAs to provide an approved schools block budget to DfE remains 21 January 2020.

The Working Group:

- a) Noted the report.

### **2. High Needs Block Commissioned Places 2019/20**

The School and Early Years Finance (England) Regulations require that the Forum is consulted annually on the places to be commissioned by the local authority in different schools and other institutions, and on the arrangements for paying top-up funding.

#### *High Needs Place Change Notification Process 2020/21*

Each year the LA must submit a return to the DfE setting out the proposed changes to place numbers at certain types of institution, which are funded directly by the ESFA. The 2020/21 High Needs Place Change Notification return for Lancashire was submitted by the deadline of 15 November 2019, following sign off by the Executive Director of Education and Children's Services.

The place change return included proposals for:

- Special Academy Schools; (+18)
- FE Colleges; (-2)
- Mainstream Academy Schools - Post 16; (+3)
- Alternative Provision Academies.(no change)

The proposed 2020/21 commissioned places have been determined in consultation with the relevant providers.

#### *Hospital Education Places*

The place change process includes the opportunity to submit requests to change hospital education funding where there has been a change to medical provision locally. The place change submission included a request to increase the hospital education allocation for Lancashire in 2020/21.

*(A separate report is included on the agenda to request the increase in funding for hospital education.)*

#### *Local Place Changes*

In addition to those commissioned places that must be included on the DfE submission, the LA must commission other places locally. The report included other local 2020/21 commissioned place proposals for:

- Maintained Special Schools - Pre 16; (+148)
- Maintained Special Schools - Post 16; (-2)
- Alternative Provision; (-19)
- Maintained Mainstream Provision - SERF Units; (-11)
- Special Post 16 Institutions. (-13)

#### *Non-maintained special schools*

Separate arrangements exist for commissioning places at non-maintained special schools. 368 places were commissioned in 2019/20. Places at these schools are commissioned as required, based on the needs of children and young people throughout the year. The forecast number of places to be commissioned in 2020/21 is estimated at 387 pupils. The costs of these places at Non-maintained special schools will be dependent on the needs of the individual children.

#### *Arrangements for paying top-up funding to schools and other institutions*

Lancashire pupil related top up funding (pre and post 16) is currently calculated using Weighted Pupil Numbers (WPNs), which are used to fund the assessed need of each High Needs Pupil. Top-up funding is re-determined up or down termly in line with the SEN counts in January, May and October.

School specific top-up funding will also be allocated to special schools for the total number of all pre and post 16 Lancashire pupils on the SEN count, to reflect different school related costs.

Similarly, the funding mechanism for AP provides a top-up based on the needs of individual pupils and also a Pupil Referral Unit Specific top-up.

#### *Funded terms*

April - August	September - December	January - March
5/12	4/12	3/12

Members discussed the proposed 2020/21 commissioned place numbers and also the associated redetermination process. The group were supportive of the proposed commissioned places for 2020/21/ However, concerns were raised about the redetermination process, where pupil data was inaccurate, even when checked and corrected by schools, leading to inaccurate allocations each term. It was noted that the Special School Business Managers Network had already submitted correspondence to the LA outlining their concerns.

**The Working Group is asked to:**

- a) **Noted the report;**
- b) **Supported the proposed High Needs Block Commissioned Places in 2020/21, (a copy of the proposed HNB Commissioned Places for 2020/21 is attached at Appendix A);**
- c) **Requested that the HNB Chair write to the LA to express concerns about the data validity issues associated with the termly redetermination process.**

**3. Hospital Education Report**

*Audrey Swann, Head of Virtual School for CLA and previously CLA and Alternative Provision attended the WG for this item.*

Lancashire Education Service meets the local authority statutory duty to provide education out of school for children and young people with significant health needs who are hospital inpatients, in medical assessment placements or too ill to leave the home. The service consists of:

- o Classrooms in 3 general hospitals: Royal Preston (39 beds) Lancaster (24 beds) Ormskirk (24 beds);
- o ELCAS day ward in Burnley Hospital- 12 beds and outreach;
- o The Cove: CAMHs inpatient care- 14-18 beds;
- o Home Tuition provision across the county.

As a centrally managed LA service this provision is funded via the High Needs allocation to the LA. A request for increased funding has been completed for the ESFA. (See commissioned places report)

This report set out a request for increased funding required due to:

- increase in demand as a consequence of increased capacity in the Cove;
- Increased demand (3 year trend) in home tuition provision for pupils medically unfit to leave the home/ attend school or unit.

Information was provided about the current Hospital Education budget, the current staffing structure at the Cove and the additional staffing requirements due to the increased bed capacity. The increased costs for 2020/21 were estimated to be £81K/

Details of the rising demand for the Home Tuition Provision were also discussed. It was noted that these pupils are referred by senior medical practitioners and each case is by a medical education panel. Additional 2020/21 costs were estimated at £54k.

Members considered the information provided and the proposals to increase 2020/21 budgets. It was noted that the Chair of the working group had visited the Cove on 27 November 2019.

#### **The Working Group:**

- a) **Noted the report;**
- b) **Support the recommendation for additional funding of £135,000 in total to provide the level of education required for the LA to meet its statutory duties to provide good quality education for pupils with significant medical needs.**

#### **4. Historic Commitments Combined Budget Funding 2020/21**

The DfE funding announcements for 2020/21 indicate that there will be cash flat allocation in the formulaic 'Ongoing responsibilities' element of the budget, of the Central School Services Block, but the funding level for 'historic commitments' element will reduce by 20%.

As part of the 2019/20 budget setting process, the Forum considered Dedicated Schools Grant (DSG) contributions to 'combined budgets' and agreed the following allocations, totalling £350k:

- Emotional Health and Wellbeing Service - £200k;
- MASH - £150k.

These allocations represent a significant reduction in the level of 'combined budget' contributions agreed by the Forum, with recent allocations shown below:

- 2017/18 - £1,243k;
- 2018/19 - £450k.

The decisions to reduce the level of funding for 2019/20 were taken partly in response to the DfE guidance about the need to reduce expenditure on historic commitments over time and partly due to the pressures facing the high needs block budget, with savings from these decision helping to mitigate HNB overspends.

For 2020/21, the initial allocations suggest that Lancashire may receive a significant HNB funding from April 2020, which is forecast to cover the increased HNB expenditure in 2020/21. In such circumstances, the LA is proposing that the 2019/20 allocations for the Emotional Health and Wellbeing Service and MASH continue for 2020/21.

Details around the services' use of DSG funding over the last 12 months were provided for the working group. It was noted that these services received significant positive feedback in discussions with Forum last year and are valued by schools.

It was noted that there is a clear message from DfE that these combined budgets are expected to reduce to zero over time and it is likely that there will be further pressure to

reduce DSG contributions in FY 2021/22. Proposals about the use of this funding in subsequent years will be shared with the Forum in due course.

**The Working Group:**

- a) **Noted the report;**
- b) **Recommend to the Forum that the 2019/20 DSG allocation levels continue from April 2020 for MASH and the Emotional Health and Wellbeing Service.**

**5. High Needs Block Provision Task and Finish Group Report**

The Working Group had received regular verbal updates about the work of the County Council's High Needs Block Task and Finish Group.

The Group's initial work had been agreed by the County Council's Cabinet and senior management but did not take account the additional £700m was being made available nationally in 2020/21 for High Needs Block.

Due to continued uncertainty caused by the general election, a decision was taken to create a number of specific projects to investigate key themes from the T&F group report. A copy of the original Task and Finish Group report was provided for members.

Following some streamlining, it has been agreed that 7 projects will be initiated to look at the key recommendations from the report and to develop proposals. The financial context would also be considered in the light of the increased HNB allocations.

Each project has a designated project leader and a finance lead.

The 7 projects are:

<b>Project No</b>	<b>Project Title</b>
1	Increasing the number of children placed locally
2	Closer partnership with Independent Non-Maintained Providers
3	Review of the Internal SEND Teaching Service
4	Support for Vulnerable Pupils
5	Partner Contribution to High Needs Placements
6	Further Education Provision
7	Review of Alternative Provision/Inclusion Projects

A verbal update was provided, giving more detailed around the initial considerations for each of the projects. Confirmation was provided that the initial report should only be considered a starting point and that proposals would be refined through the project plans before any final decision were taken about future HNB provision.

Members considered the information provided and noted that, where appropriate, these projects would link to the SEND Partnership Board Improvement Plan.

The WG supported the inclusion of a school sponsor for each project, although it was agreed that where school representatives already existed in the partnership board process, they would be best placed to continue as the sponsor for a related project plan. In the WG, the following representatives volunteered to act as school sponsors:

- Sarah Barton – Project 1, Increasing the number of children placed locally;
- Kathleen Cooper – Project 4, Support for Vulnerable Pupils;
- Anne Kyle - Project 7, Review of Alternative Provision/Inclusion Projects;
- Laura Brennan – Any group as needed, but EY focussed if available.

In addition, following discussions about some challenges around the transition between phases, it was suggested that Sue Allan may be able to offer assistance in the SEND partnership Board transition working group.

It was confirmed that regular updates on the progress of the project would be provided for the working group.

**The Working Group:**

- a) Noted the report and the supplementary information provided at the meeting;**
- b) Asked that volunteers to act as school project sponsors be considered alongside any nominations from Schools Block working group and existing partnership Board representatives.**

**6. Consultation on the Schools Block Funding Formula 2020/21 and Possible Transfer to the High Needs and Early Years Block**

At the Schools Forum meeting in October 2019, members supported the issuing of a consultation to seek views on areas of local discretion available in the 2020/21 school funding arrangements. The consultation was issued on 18 November and a copy of the consultation document was provided for the working group.

Key questions posed in the consultation relate to:

- The level of the Minimum Funding Guarantee (MFG) and capping in the local formula;
- A possible transfer of headroom only, from the Schools Block to be used in the High Needs Block and the Early Years Block;
- A possible alteration to the Notional SEN calculation.

The majority of responses to the consultation so far had expressed support for all the proposals. Final response would be reported to the Forum in January 2020 and, once 2020/21 DSG allocations were received from DfE, this would inform 2020/21 budget proposals

**The Working Group:**

- a) Noted the report and that final information would be presented to the Forum in January 2020.**

**7. School Teaching and Support Staff Supply Reimbursement Scheme**

*2019/20 Scheme Arrangements*

The scheme arrangements agreed with the Forum for 2019/20 looked to increase premiums and reimbursement rates to take account of the relevant teaching and support staff pay increases and the revised salary pay spine for support staff.



Following finalisation of the supply scheme arrangements with the Forum in January 2019 individual offers were issued to schools and academies for consideration. 430 schools took up some level of cover from April 2019, which was 9 fewer schools signed up for the scheme in 2019/20 than were involved in 2018/19.

#### *2020/21 Scheme Proposals*

Following a period of transition across recent years to move to a pupil/place led charging structure for the teaching element of the scheme, no significant changes are proposed for 2020/21.

It was suggested that both premiums and reimbursement rates are increased in line with forecast pay increases, which are currently estimated at 3% for teaching staff and 2% for support staff.

No other changes are proposed to the Scheme SLA, although it was confirmed that the option for bank account schools to pay on a monthly basis will remain available to assist these schools with their cash flow.

#### *Alternative Options for Consideration*

An alternative option to the proposed changes to premiums and reimbursement rates would be to leave them as they currently exist.

#### *Service Offer to Schools*

Once scheme arrangements and charging/reimbursement rates are finalised by the Forum in January 2020, a formal individualised 2020/21 scheme offer will be issued to all schools and academies.

#### **The Working Group:**

- a) **Noted the report;**
- b) **Supported the option to increase both premiums and reimbursement rates in line with forecast pay increases, which are currently estimated at 3% for teaching staff and 2% for support staff.**

**Special Academy Schools - Pre 16**

Sch No	School Name	2019/20 Academic Pre 16 Place Numbers	2020/21 Academic Pre 16 Place Numbers	Movement in Pre 16 Place Numbers	% Change
14130	Tor View Community Special School	129	147	18	14%
	<b>Total Special Academy Schools Pre 16 Place Numbers</b>	<b>129</b>	<b>147</b>	<b>18</b>	

**Special Academy Schools - Post 16**

Sch No	School Name	2019/20		2020/21	Movement in Post 16 Place Numbers	% Change
		Agreed Academic Post 16 (no change allowable)	Academic Additional Post 16 Place	Academic Post 16 Place Numbers		
14130	Tor View Community Special School	36	0	36	-	0%
	<b>Total Special Academy Schools Post 16 Place Numbers</b>	<b>36</b>	<b>-</b>	<b>36</b>	<b>-</b>	

**FE Colleges - Post 16**

<b>Institution Name</b>	<b>2019/20 Current Place Numbers</b>	<b>2020/21 Revised Place Numbers</b>	<b>Movement in FE College Place Numbers</b>	<b>% Change</b>
Accrington and Rossendale College	56	0	-56	-100%
Burnley College	78	100	22	28%
Cardinal Newman College	55	36	-19	-35%
Lancaster and Morecambe College	100	102	2	2%
Myerscough College	254	316	62	24%
Nelson and Colne College	126	107	-19	-15%
Preston College	94	100	6	6%
Runshaw College	70	70	0	0%
<b>Total</b>	<b>833</b>	<b>831</b>	<b>-2</b>	

**Mainstream Academy Schools - Post 16**

<b>Sch No</b>	<b>School Name</b>	<b>2019/20 Current Place Numbers</b>	<b>2020/21 Revised Place Numbers</b>	<b>Movement in Post 16 Place Numbers</b>	<b>% Change</b>
01502	Lancaster Royal Grammer	3	3	0	0%
01503	Ripley St Thomas CE Academy	1	1	0	0%
11502	Clitheroe Royal Grammer School	2	2	0	0%
11505	Accrington St Christopher's CE High School	22	25	3	14%
	<b>Total</b>	<b>28</b>	<b>31</b>	<b>3</b>	

### Alternative Provision Academies

<b>Sch No</b>	<b>School Name</b>	<b>2019/20 Current Place Numbers</b>	<b>2020/21 Revised Place Numbers</b>	<b>Movement in Post 16 Place Numbers</b>	<b>% Change</b>
12504	Coal Clough Academy	140	140	0	0%
	<b>Total</b>	<b>140</b>	<b>140</b>	<b>0</b>	

## Maintained Special Schools - Pre 16

Sch No	School Name	2019/20 Academic Pre 16 Place Numbers	2020/21 Academic Pre 16 Place Numbers	Movement in Pre 16 Place Numbers	% Change
00131	Wennington Hall School	67	65	- 2	-3%
00133	Bleasdale School	24	22	- 2	-8%
00134	Royal Cross Primary School	22	21	- 1	-5%
00139	Hillside Specialist School and College	71	72	1	1%
01130	Morecambe And Heysham Morecambe Road School	143	154	11	8%
01131	The Loyne Specialist School	73	76	3	4%
02130	Great Arley School	94	101	7	7%
02131	Brookfield School. Poulton-Le-Fylde	57	64	7	12%
02132	Thornton Cleveleys Red Marsh School	68	71	3	4%
04133	Kirkham Pear Tree School	75	75	-	0%
06131	Moorbrook School	34	44	10	29%
06134	Acorns Primary School	74	74	-	0%
06135	Sir Tom Finney Community High School	102	115	13	13%
07130	Moor Hey School - A Specialist Mathematics And Computing College	104	108	4	4%
07131	The Coppice School	55	53	- 2	-4%
08135	Hope High School	56	61	5	9%
08136	Kingsbury Primary School	81	79	- 2	-2%
08137	West Lancashire Community High School	67	76	9	13%
08138	Elm Tree Community Primary School	91	109	18	20%
09130	Chorley Astley Park School	172	170	- 2	-1%
09131	Mayfield Specialist School	92	97	5	5%
11130	Oswaldtwistle White Ash School	99	103	4	4%
11131	Broadfield Specialist School For Sen (Cognition And Learning)	106	110	4	4%
12134	The Rose School	63	67	4	6%
12135	Holly Grove School	112	113	1	1%
12136	Ridgewood Community High School	96	108	12	13%
13133	Pendle View Primary School	105	119	14	13%
13134	Pendle Community High School And College	72	84	12	17%
14132	Rawtenstall Cribden House Community Special School	65	77	12	18%
	<b>Total Maintained Special Schools Pre 16 Place Numbers</b>	<b>2,340</b>	<b>2,488</b>	<b>148</b>	

## Maintained Special Schools - Post 16

Sch No	School Name	2019/2020 Agreed Post 16 Place (no change allowable)	2020/21 Post 16 Place	Movement in Post 16 Place Numbers	% Change
00131	Wennington Hall School	-	-	-	0%
00133	Bleasdale School	4	7	3	75%
00134	Royal Cross Primary School	-	-	-	0%
00139	Hillside Specialist School and College	16	17	1	6%
01130	Morecambe And Heysham Morecambe Road School	-	-	-	0%
01131	The Loyne Specialist School	39	37	- 2	-5%
02130	Great Arley School	-	-	-	0%
02131	Brookfield School. Poulton-Le-Fylde	-	-	-	0%
02132	Thornton Cleveleys Red Marsh School	20	19	- 1	-5%
04133	Kirkham Pear Tree School	20	28	8	40%
06131	Moorbrook School	-	-	-	0%
06134	Acorns Primary School	-	-	-	0%
06135	Sir Tom Finney Community High School	53	53	-	0%
07130	Moor Hey School - A Specialist Mathematics And Computing College	-	-	-	0%
07131	The Coppice School	12	12	-	0%
08135	Hope High School	-	-	-	0%
08136	Kingsbury Primary School	-	-	-	0%
08137	West Lancashire Community High School	35	26	- 9	-26%
08138	Elm Tree Community Primary School	-	-	-	0%
09130	Chorley Astley Park School	-	-	-	0%
09131	Mayfield Specialist School	24	20	- 4	-17%
11130	Oswaldtwistle White Ash School	-	-	-	0%
11131	Broadfield Specialist School For Sen (Cognition And Learning)	32	33	1	3%
12134	The Rose School	-	-	-	0%
12135	Holly Grove School	-	-	-	0%
12136	Ridgewood Community High School	16	22	6	38%
13133	Pendle View Primary School	-	-	-	0%
13134	Pendle Community High School And College	49	44	- 5	-10%
14132	Rawtenstall Cribden House Community Special School	-	-	-	0%
	<b>Total Maintained Special Schools Post 16 Place Numbers</b>	<b>320</b>	<b>318</b>	<b>- 2</b>	

### Alternative Provision

AP No	AP Name	2019/20 Academic Place Numbers	2020/21 Academic Place Numbers	Movement in AP Place Numbers	% Change
	<b>Primary</b>				
01141	Stepping Stones	32	32	0	0%
07141	Golden Hill Leyland Centre	44	50	6	14%
13143	Hendon Brook School	34	34	0	0%
08138	Elm Tree Community Primary	0	0	0	0%
	The Alternative School	10	15	5	50%
	Other	0	0	0	0%
	<b>Secondary</b>				
01149	Chadwick Centre	85	75	-10	-12%
02143	Mckee College House	130	130	0	0%
08147	The Acorns School	75	75	0	0%
09145	Shaftesbury High School	120	120	0	0%
06141	Larches House School	135	110	-25	-19%
11142	Oswaldtwitlse School	90	95	5	6%
	The Alternative School	0	0	0	#DIV/0!
	Other : College	100	100	0	0%
	<b>Total AP Place Numbers</b>	<b>855</b>	<b>836</b>	<b>-19</b>	



### Maintained Mainstream Provision - SERF Units

School No	School Name	2019/20 Academic SERF Places	2020/21 Academic SERF Places	Movement in SERF Place Numbers	% Change
01011	Lancaster Ridge Community Primary School	0	0	0	0%
01015	Moorside Primary School	3	0	-3	-100%
06012	Holme Slack Community Primary School	3	2	-1	-33%
06033	Ashton Primary School	0	0	0	0%
08033	Holland Moor Primary School	4	2	-2	-50%
11025	Oswaldtwistle Moor End Community Primary Scho	4	3	-1	-25%
12022	Burnley Ightenhill Primary School	0	0	0	0%
12043	Burnley Springfield Community Primary School	0	0	0	0%
06104	Ashton Community Science College	14	10	-4	-29%
12111	Hameldon Community College	0	0	0	0%
	<b>Total SERF Places</b>	<b>28</b>	<b>17</b>	<b>-11</b>	

**Special Post 16 Institutions**

<b>Year</b>	<b>North Day</b>	<b>North Residential</b>	<b>Central Day</b>	<b>Central Residential</b>	<b>East Day</b>	<b>East Residential</b>	<b>Total</b>
<b>1</b>	6	4	4	3	2	1	<b>20</b>
<b>2</b>	3	1	6	2	1	4	<b>17</b>
<b>3</b>	7	2	10	1	2	0	<b>22</b>
<b>Total</b>	<b>16</b>	<b>7</b>	<b>20</b>	<b>6</b>	<b>5</b>	<b>5</b>	<b>59</b>

Decrease from 72 in 2019/20

## **LANCASHIRE SCHOOLS FORUM**

**Date of meeting 14 January 2020**

### **Item No 9**

#### **Title: Recommendations of the Early Years Block Working Group**

##### **Executive Summary**

On 5 December 2020, the Early Years Block Working Group considered a number of reports, including:

- SEN Inclusion Fund;
- Payments for Social Services Supported Children;
- Early Years Block Funding 2020/21;
- Early Years Funding Benchmarking Tool 2019/20;
- Consultation on 2 year old discretionary payments;
- Supplementary Claims Process for Maintained Settings;

##### **Recommendations**

The Forum is asked to:

- a) Note the report from the Early Years Block Working Group held on 5 December 2020;
- b) Ratify the Group's recommendations.

## **Background**

On 5 December 2020, the Early Years Block Working Group considered a number of reports. A summary of the key issues and recommendations arising from the Working Group's considerations of the items are provided in this report.

### **1. SEN Inclusion Fund**

After the last meeting, a copy of the guidance documentation and proforma arising from the SEN inclusion fund consultation, were circulated to Working Group members and it was indicated that the information had been circulated to providers.

Some members feedback that they did not recall seeing any update on the SEN Inclusion Fund.

#### **The Working Group:**

- a) **Noted that SEN Inclusion Fund information had been circulated after the last meeting;**
- b) **Requested that the information be recirculated to all areas as some members did not recall seeing the original circulation.**

### **2. Payments for Social Services Supported Children**

Following notification to providers after the last meeting one or two settings got in contact with the LA about outstanding payments for social services children, but these had subsequently been resolved.

Some members at the meeting reported that they still had payments outstanding for social services children. It was also noted that no contract information had been introduced to provide evidence of the agreed hours and requirements and assurance that funding would eventually be paid.

It was noted that the team that processed the claims social services children was undergoing a service reorganisation and this may have delayed the further review of processes, including consideration of any contract arrangements.

The Working Group requested that the outstanding payments be followed up with the team and a relevant Head of Service be invited to a future meeting to discuss the social services payment process.

#### **The Working Group:**

- a) **Noted the update around payments for Social Services Supported Children;**
- b) **Supported the follow up with the relevant service.**

### **3. Early Years Block Funding 2020/21**

#### *Government Announcements for 2020/21*

The DfE have indicated that an additional £66m has been made available for early years funding from April 2020. This is to be distributed via an uplift of 8p per hour on the funding we receive from the government for 2 year olds and for 3&4 year olds.

The Lancashire allocation levels for 2020/21 will be as follows:

- 2 year olds - £5.28 per hour
- 3&4 year olds - £4.38 per hour

These funding levels remain the lowest in the country, along with about a third of LAs. The highest 2 year old rate is £6.58 per hour, with £8.51 per hour being the highest rate for 3&4 year olds.

These are the levels the County Council receives per hour, not the base rate levels that will be paid to providers. The base rate funding is lower, as deprivation funding, the Inclusion Fund and local discretionary payments and supplementaries are funded from the original DfE hourly allocation.

One further issue was noted relating to the fact that income from the 3&4 year old funding is currently subsidising the 2 year old funding in Lancashire. Views were sought via the Working Group chair about whether to adjust the distribution of the additional 8p per hour to channel a greater proportion to 3&4 year olds to reduce the level of subsidisation. Feedback indicated that it was perhaps preferential to distribute the additional funding as allocated by the DfE, as providers may already have heard DfE announcements and be expecting that level of increase. In addition, the 2 year old children are viewed as the most disadvantaged children.

Government announcements also confirmed the continuation of supplementary funding for Maintained Nursery Schools (MNS), at the 2019/20 funding rates. No figures accompanied the announcement in relation to the supplementary funding for MNS and we will need to await the final DSG announcements for 2020/21, which are scheduled for mid-December 2019.

#### *Possible Schools Block Transfer*

Whilst the school funding regulations indicate that the Schools Block is ringfenced, the Schools Forum is able to agree a transfer out of this block up to 0.5% of the allocation for the block, subject to a consultation with schools.

Following initial Dedicated Schools Grant (DSG) announcements, the Forum have recommended that if headroom is available, a consultation to transfer this funding out of the Schools Block to help support pressures in High Needs and Early Years should be undertaken.

This consultation has now been launched. Subject to final confirmation of our 2020/21 DSG allocations and the views received in the consultation, it maybe that some additional funding can be transferred from Schools Block to Early Years Block from April 2020.

The transfer may only be a few hundred thousand pounds, and would only be for the 2020/21 financial year, but would be a further contribution to increase the funding rates to providers.

#### *Funding Uncertainties*

The date for the 2019 general election on 12 December 2019 puts increased pressure on school budget setting process, and depending on the outcome of the election may mean that the statutory deadlines cannot be met.

In discussions with DfE officials, we were told that if a Conservative government is re-elected there is a possibility that DSG allocations can be issued reasonably quickly and the date we receive information may only slip by a day or two. Any other election result is likely to build even greater delay into the process.

Members debated the report and were supportive of the decision to passport the additional 8p per hour directly to 2 year olds and 3&4 year olds. There was also some discussion about the financial pressures facing all settings and it was noted in connection with maintained nursery schools, a report was to be considered by the LCC cabinet in January 2020.

#### **The Working Group:**

- a) Noted the report;**
- b) Supported the decision to passport the additional 8p per hour directly to 2 year olds and 3&4 year olds;**
- c) Asked to be alerted when the Nursery School cabinet report was in the public domain.**

#### **4. Early Years Funding Benchmarking Tool 2019/20**

Following the introduction of the early years national funding formula in April 2017, there are a number of requirements set out by the Government that determine how local authorities fund early years providers to deliver the three and four year-old entitlements. The key requirements are that:

- o all local authorities plan to pass on at least 95% of their early years funding to providers
- o only use a limited set of funding supplements, with a total value capped at 10% of allocated budget to providers
- o local authorities use a universal base rate to fund providers by 2019-20
- o all local authorities set up a local inclusion fund for children with special educational needs (mandatory for three and four year-olds but discretionary for two year-olds)

As part of the Government monitoring of these requirements an annual benchmarking tool has been produced since 2017/18. The latest benchmarking tool has now been published and includes information about how local authorities are planning to meet these requirements in 2019-20. This data is based on the budget information from the Section 251 return submitted to the DfE by local authorities.

The funding benchmarking tool includes the projected spend on early years providers to deliver early years places for two, three and four-year-olds. The information was broken down into provider types and includes budget per hour information.

The benchmarking tool showed information for Lancashire, compared to data from our statistical neighbours.

Members considered the benchmarking data provided.

It was noted that variations between LA's funding levels for providers will be based on the level of income received through the calculation of the early years national funding formula. In addition, Lancashire funds a number of discretionary payments that may not be replicated

in other authorities, (e.g. supplementary payments and discretionary hours, etc) and has a high number of maintained nursery schools compared to other LAs.

**The Working Group:**

- a) **Noted the report;**

**5. Consultation on 2 year old discretionary payments**

Following discussions at previous working group meetings, a consultation was held around the possible cessation of discretionary payments to vulnerable groups in the local Early Years formula that do not generate equivalent Dedicated Schools Grant (DSG) income for Lancashire.

The vulnerable groups are:

- Children known to children's social care i.e. Children in Need and Children on a Child Protection Plan (Children Looked After (CLA) children would continue to be funded under national criteria);
- Portage children (Portage is an educational home-visiting service for pre-school children who have significant special educational needs and disabilities);
- GRT (Gypsy, Roma and Traveller) children;
- Children of serving armed forces personnel.

At the last meeting, the Working Group considered the report and consultation responses and recommended that the Forum support the continuation of the existing criteria in the 2 year old offer that aids discretionary groups.

The final analysis of consultation responses and comments received were reported to the Schools Forum on 17 October 2019, with over 60% of responses supporting a continuation of the current arrangements. The Forum ratified the Working Group's recommendations to continue to current discretionary payments policy.

A copy of the final analysis of consultation responses were provided for the Working Group, and included additional comments received after the last working group meeting.

**The Working Group:**

- a) **Noted the report;**

**6. Supplementary Claims Process for Maintained Settings**

The Lancashire early years funding arrangements include processes to make supplementary claims after the official termly headcount has closed. There are currently different systems for maintained settings and PVI settings to make supplementary claims.

The PVI process accepts supplementary claims up to the end of term on the provider portal. Maintained schools only have a single opportunity each term to submit a supplementary claim.

At the last Working Group meeting, members considered if the supplementary claims process should be discontinued, as a possible mechanism to provide some small level of increase to base rate levels. On balance, the Working Group felt that the advantages to Lancashire pupils and settings in the continuation of the supplementary process outweighed the small funding increase that may be generated by its cessation.

Now that the Forum have agreed to the continuation of the supplementary process going forward, the LA intends to consider any changes that could be made to the process for maintained providers in order to extend the opportunity for claims.

Options are being considered about the possible introduction of a second supplementary data collection point each term for maintained providers. Any proposals will need to ensure that local government accounting practices are adhered to, particularly around the spring term process, so that funding is recorded in the correct financial year.

Further investigations are being undertaken into the options and processes available, with the intention of introducing any new system from April 2020 onwards.

Members considered the report and supported the introduction of a second maintained supplementary claim each term.

**The Working Group:**

- a) **Noted the report;**
- b) **Supported the introduction of a second maintained supplementary claim each term.**



## **LANCASHIRE SCHOOLS FORUM**

**Date of meeting 14 January 2020**

### **Item No 10**

#### **Title: Recommendations of the Apprenticeship Levy Steering Group**

##### **Executive Summary**

On 5 December 2020, the Apprenticeship Levy Steering Group considered a number of reports, including:

Apprenticeship Levy School Finance Update, including

- Overview
- School Engagement
- Training Provision
- Update on Levy Transfer
- Frameworks
- Financial Position
- New Apprenticeship Starts
- Looking Forward

##### **Recommendations**

The Forum is asked to:

- a) Note the report from the Apprenticeship Levy Steering Group held on 5 December 2020;
- b) Ratify the Group's recommendations.

## **Background**

On 5 December 2020, the Apprenticeship Levy Steering Group considered a number of reports. A summary of the key issues and recommendations arising from the Working Group's considerations of the items are provided in this report.

### *Overview*

91 new requests for AL funding received and approved since the last meeting. A further 262 are on-going, with 31 awaiting enrolment. 64 school staff have now completed their AL training.

The total value of apprenticeship requests for this window of opportunity are at approx. £672,500.

### *School Engagement*

The team have carried out 27 direct schools visits since the last meeting. In addition, 3 LASBM workshops have been held and a presentation has been provided for LASSH, plus a number of cluster meetings.

The team has hosted an information session for potential transfer schools and held a successful apprenticeship marketplace event. Apprentice Ambassadors have also been used to support in promotion and produced videos. 2 videos were shared with the Group.

A total of 26 Levy paying schools have yet to engage with the team in any way, representing about 9% of the total. This figure is a reduction from 84 a year ago.

Members welcomed the team's involvement with LASBM and suggested possible options for further engagement with schools, which included place articles in the governors' newsletter and presenting to the full schools forum at the March 2020 meeting.

### *Training Provision*

- Outdoor Activity Instructor L3  
A number of schools had expressed an interest in an Outdoor Education Apprenticeship and the team were looking to work with an existing provider and partner with other providers including a school.
- Teacher L6  
This is a postgraduate route to teaching delivered over 15 months, which the team are looking to develop from September 2020, now that it is deliverable by SCITT providers.

The team had arranged a meeting with Paul Duckworth to discuss what options may be available promote AL in schools.

The group welcomed the course developments and the contact with Paul Duckworth, and made some suggestions around the development of the Outdoor Activity course.

### *Update on Levy Transfer*

The annual Levy Transfer pot is circa. £368,000. 11 transfer requests going ahead, with 3 still awaiting enrolment in the first window. 5 schools are currently being supported by the transfer

### *Frameworks*

The last date for new starts for all remaining lice apprenticeship Frameworks will be 31 July 2020. All starts from 1 August 20120 will be on now, employer designed standards.

Some concern was expressed about the non-availability of some courses under the revised framework and the impact that this may have in supporting some young people.

### *Financial Position*

An update on the financial position of the schools levy fund was provided:

Annual Schools Levy fund approx.	£1.4 million
Spend across Levy schools in 2017/18	£20,098
Spend across Levy schools in 2018/19	£319,075
Spend so far this year 2019/2020	£364,358
Total Forecast spend this year	£644,999
Total spend to date	£703,529
Transfer committed	£87,000
Committed spend until March 2024	£3,767,570

It was noted that the use of school AL funding remained a concern, with the risk of funding being returned to central government if it remained unspent, although there was some uncertainty about the actual date when funding would begin to be paid back.

### *New Apprenticeship Starts*

An analysis of new apprenticeship starters was provided, as set out below:

	<b>17-18</b>	<b>18-19</b>	<b>19-20</b>
Schools	77	170	87
LCC	105	190	183

The reduction in the number of apprentices being taken on by schools was noted.

### *Looking Forward*

Going forward, priorities for the AL team are:

- Growing the number of Apprentice Ambassadors in our schools;
- Continue to attend school visits & cluster meetings, promoting the benefits of apprenticeships;
- Contacting schools directly to finish engagement;
- Getting feedback from schools;
- Focusing communications on specific training needs and tailored support;
- Continuing to identify & support schools in new apprenticeships;
- Identify more schools to support with a transfer of funds;
- Continue to look for new apprenticeships suitable for schools,

### **The Working Group:**

- a) Noted the information**
- b) Requested that the views expressed be considered in AL developments.**

**LANCASHIRE SCHOOLS FORUM**  
**Date of meeting 14 January 2020**

**Item No 11**

**Title: High Needs Block, Central School Services Block and Central Items Monitoring 2019/20**

**Appendix A refers**

**Executive Summary**

This report provides information on budget monitoring for the High Needs Block, Central School Services Block and Central Items from the autumn term 2019/20.

**Recommendations**

**The Forum is asked to:**

- a) Note the report;**
- b) Express any views about the autumn term 2019/20 High Needs Block, Central School Services Block and Central Items Monitoring;**
- c) Be mindful of this information when making decisions/recommendations about the 2020/21 Schools Budget.**

## **Background**

Due to the cost and demand led pressures on the High Needs Block budget, arrangements were introduced in 2018/19 to provide the Forum with termly budget monitoring. This included the High Needs Block and also the Central School Services Block (CSSB) and Central Items, as some expenditure in these budgets relates to the HNB budget pressures.

Autumn term 2019/20 data is now available and the monitoring and analysis is provided at Appendix A. The analysis has been reproduced in a similar layout to the budget reports previously presented to the Forum, so that members can recognise the format and the budget headings and agreed amounts. The information provided also highlights budget adjustments and reasons for significant variances.

The forecast High Needs block budget position at 31 March 2020 predicts an overspend of some £3.6m.

Members will recall that when considering the 2019/20 Schools Budget, the Forum recommended that a proposal to devalue the Weighted Pupil Number (WPN) rate from the academic year 2019/20 was not taken forward, and it was agreed that the shortfall in funding should be met by the use of Dedicated Schools Grant (DSG) reserves. In budget monitoring terms this decision accounts for circa £1.3m of the forecast year end overspend.

The remainder of the forecast overspend relates to increased demand and cost pressures across the High Needs Budget, particularly around the Out County budget. An element of growth was built into the 2019/20 budget and this has been supplemented by savings elsewhere in the original budget. However, the growth figure was always considered to be a conservative estimate of the likely increased demand and was constrained in the original budget setting process by the pressures on the HNB budget envelope.

The latest High Needs Block forecast is predicting that the growth, combined with the cessation of the WPN devaluation proposal, will result in the circa £3.6m overspend by 31 March 2020.

It should be noted that this overspend is lower than would otherwise be the case due to the circa £4m transfer to the High Needs Block from the Schools Block for 2019/20. It may also be offset by possible underspends on the CSSB and Central Items budget.

	BUDGET			YEAR TO DATE			FORECAST		Notes
	Approved Budget	Budget Movement	Current Budget	Budget profile as at 31.12.19	Actual as at 31.12.19	Variance	Full Year Forecast as at 31.03.20	Full Year Variance to Current Budget Under(-) Over(+)	
<b>Expenditure</b>	£	£	£	£	£	£	£	£	
<u>Mainstream Schools</u>									
Core Uplift Funding	1,566,568	0	1,566,568	1,174,970	1,343,279	168,310	1,779,947	213,379	
Additional Support Uplift Funding	59,077	0	59,077	44,308	51,258	6,951	65,778	6,701	
Top-up Funding	6,390,096	0	6,390,096	4,794,725	5,706,771	912,046	7,575,050	1,184,954	
SERF Place Funding	183,000	0	183,000	141,000	181,000	40,000	243,000	60,000	
	<b>8,198,741</b>	<b>0</b>	<b>8,198,741</b>	<b>6,155,002</b>	<b>7,282,308</b>	<b>1,127,307</b>	<b>9,663,774</b>	<b>1,465,033</b>	<b>1</b>
<u>Special Schools</u>									
Place Funding	25,845,833	0	25,845,833	19,195,833	19,195,833	0	25,845,833	0	
Additional Place Funding	1,161,667	0	1,161,667	869,167	1,521,667	652,500	2,169,167	1,007,500	
Top-up Funding	15,625,879	0	15,625,879	11,719,409	12,571,586	852,177	16,801,794	1,175,915	
School Specific Funding	12,261,780	0	12,261,780	9,167,999	9,345,913	177,914	12,553,292	291,512	
Post 16 Additional Place Funding	113,333	0	113,333	113,333	113,333	0	113,333	0	
	<b>55,008,493</b>	<b>0</b>	<b>55,008,493</b>	<b>41,065,742</b>	<b>42,748,333</b>	<b>1,682,591</b>	<b>57,483,420</b>	<b>2,474,927</b>	<b>2</b>
<u>Alternative Provision</u>									
Place Funding	7,575,000	0	7,575,000	5,712,500	5,712,500	0	7,575,000	0	
Additional Place Funding	104,167	0	104,167	79,167	438,333	359,167	463,333	359,167	
Top-up Funding	3,609,079	0	3,609,079	2,740,767	3,369,954	629,187	4,236,144	627,066	
	<b>11,288,245</b>	<b>0</b>	<b>11,288,245</b>	<b>8,532,434</b>	<b>9,520,787</b>	<b>988,353</b>	<b>12,274,478</b>	<b>986,232</b>	<b>3</b>
<u>Further Education - Post 16</u>									
Additional Place Funding	123,000	0	123,000	92,250	79,000	-13,250	79,000	-44,000	
Top-up Funding	2,045,746	0	2,045,746	1,721,605	1,835,307	113,702	2,491,998	446,252	
Independent Specialist Providers	3,901,889	0	3,901,889	2,926,417	3,099,534	173,117	3,901,889	0	
	<b>6,070,635</b>	<b>0</b>	<b>6,070,635</b>	<b>4,740,272</b>	<b>5,013,841</b>	<b>273,569</b>	<b>6,472,887</b>	<b>402,252</b>	<b>4</b>

	BUDGET			YEAR TO DATE			FORECAST		Notes
	Approved Budget	Budget Movement	Current Budget	Budget profile as at 31.12.19	Actual as at 31.12.19	Variance	Full Year Forecast as at 31.03.20	Full Year Variance to Current Budget Under(-) Over(+)	
Expenditure	£	£	£	£	£	£	£	£	
<u>Commissioned Services</u>									
PFI - Special, Nursery	1,180,922	0	1,180,922	1,180,922	1,118,693	-62,229	1,118,694	-62,228	5
Commissioned Alternative Provision services	2,000,000	-1,000,000	1,000,000	666,667	1,049,746	383,079	1,000,000	0	
Hospital Provision	714,000	9,000	723,000	482,000	536,900	54,900	726,995	3,995	6
Independent Hospital Provision	0	0	0	0	53,786	53,786	150,000	150,000	7
Education in Residential Homes	0	0	0	0	279,602	279,602	377,751	377,751	8
Out County - Specialist provision places	15,097,000	-1,097,000	14,000,000	11,666,650	17,619,007	5,952,357	17,768,511	3,768,511	9
Out County - Mainstream / academies places	1,374,000	36,000	1,410,000	1,057,500	944,576	-112,924	2,000,257	590,257	9
Inclusion Service Specialised Equipment	447,000	0	447,000	335,241	448,142	112,901	550,000	103,000	10
Inclusion Service Inclusion Projects	747,000	-597,000	150,000	112,500	27,724	-84,776	150,000	0	
Inclusion Service Teachers & Support	4,264,000	-800,000	3,464,000	2,598,000	1,689,843	-908,157	3,464,000	0	
Multi Agency Development	75,000	0	75,000	75,000	75,000	0	75,000	0	
Support for Vulnerable Pupils - SI	908,000	-9,000	899,000	599,333	682,099	82,766	899,000	0	
Overheads	1,668,000	0	1,668,000	1,668,000	1,668,000	0	1,668,000	0	
Primary Inclusion Hubs	0	1,000,000	1,000,000	880,000	880,000	0	1,000,000	0	11
	<b>28,474,922</b>	<b>-2,458,000</b>	<b>26,016,922</b>	<b>21,321,813</b>	<b>27,073,119</b>	<b>5,751,306</b>	<b>30,948,208</b>	<b>4,931,286</b>	
<u>Other</u>									
High Needs Growth	4,138,132	2,458,000	6,596,132	0	0	0	0	-6,596,132	12
	<b>4,138,132</b>	<b>2,458,000</b>	<b>6,596,132</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>-6,596,132</b>	
<b>Total Expenditure</b>	<b>113,179,168</b>	<b>0</b>	<b>113,179,168</b>	<b>81,815,263</b>	<b>91,638,388</b>	<b>9,823,126</b>	<b>116,842,766</b>	<b>3,663,599</b>	
<b>Income</b>									
<u>DSG</u>									
Provisional High Needs Block Funding as at 17.12.2018	117,735,028		117,735,028			0	117,738,028	3,000	
DfE High Needs Place Adjustments	-460,106		-460,106			0	0	460,106	
DfE High Needs deduction for direct funding of places	-8,277,227		-8,277,227			0	-8,731,394	-454,167	
	<b>108,997,694</b>	<b>0</b>	<b>108,997,694</b>		<b>0</b>	<b>0</b>	<b>109,006,634</b>	<b>8,939</b>	
<b>Total Income</b>	<b>108,997,694</b>	<b>0</b>	<b>108,997,694</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>109,006,634</b>	<b>8,939</b>	
<b>Net Shortfall</b>	<b>4,181,473</b>	<b>0</b>	<b>4,181,473</b>	<b>81,815,263</b>	<b>91,638,388</b>	<b>9,823,126</b>	<b>7,836,133</b>	<b>3,654,659</b>	

<b>Approved Budget</b>	
<b>Net Shortfall</b>	<b>4,181,473</b>
<b>Transfer from Schools Block Funding</b>	<b>-4,181,361</b>
<b>Use of DSG reserves</b>	<b>-112</b>

## 2019/20 High Needs Funding Block Monitoring as at 31 December 2019

Note	Reasons for significant variances
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### 1 Mainstream Schools

Forecast overspend due to an increase of 185 Year R - 11 pupils with EHC plans E1 and above during the Autumn term above those budgeted. This has resulted in additional top-up funding being funded to schools. In addition 14 unoccupied SERF unit places have been funded.

### 2 Special Schools

Forecast overspend due to a further increase of 90 pre-16 pupils placed in special schools since the summer term generating a total in year increase of 137 pre-16 pupils. This increase in the number of pupils has resulted in an increased top-up funding being released to schools. This also includes additional place top-up funding as a result of the number of pupils exceeding the commissioned place numbers.

### 3 Alternative Provision

Full year forecast overspend has reduced since the summer term due to the number of pupils above those budgeted attending Alternative Provision decreasing in particular for exclusions. Top-up funding overspend compared to Budget relates to exclusions only. Forecast overspend on additional place funding is limited with intervention capping being introduced from the Autumn Term.

### 4 Further Education - Post 16

Forecast on Additional Place funding underspend due to less students attending post-16 FE colleges in the Summer Term. WPN top-up funding over Budget due to High Needs growth funding.

### 5 PFI - Special, Nursery

Due to historic amendments along with changes through benchmarking and DfE funding has meant that PFI costs have been budgeted for on a pessimistic basis resulting in underspends.

### 6 Hospital Provision

This increase is due to overspend on staffing.

### 7 Independent Hospital Provision

Previously this expenditure was included hence hidden within the "Out of County" expenditure. This expenditure is now being shown independently for transparency in addition to the DfE are looking specifically at the funding of provision/expenditure on Hospital education expenditure. Currently the budget is still shown under "Out County".

### 8 Education in Residential Homes

Previously this expenditure was included hence hidden within the "Commissioned Alternative Provision services" expenditure. This expenditure on the education element for children in residential homes is now being shown independently for transparency. Currently the budget is still shown under "Alternative Provision".

### 9 Out County

This overspend of £3.8m is due in the main to the Inclusion Service being unable to obtain capacity within maintained provision to cope with an increasing number of pupils requiring high needs placement. As provision has not been able to be sourced within the authority's schools more Independent Non-Maintained placements have had to be commissioned causing additional expenditure.

### 10 Inclusion Service Specialised Equipment

The overspend of £103k is due to manufacturing costs increases which have never been reflected over the last couple of years by the supplier in addition to this the supplier has introduced a 10% issue fee. Along with this there are general service user demand increases. There are plans proactively being put in place to try to move away from Specialised bespoke chairs to have a standard chair which are then able to be made adaptable and can be thus be returned into stores for which a credit would be received from the supplier this is at the very early stages.

### 11 Primary Inclusion Hubs

In July 2019, the Forum approved 2019/20 funding for Primary Inclusion Hubs and £80k per district pump priming allocations for 2019/20 were released to relevant 'banker' schools.

### 12 High Needs Growth

Provision has been made in the original budget to account for in year demand and cost growth. This has been supplemented by savings elsewhere in the original budget. This Growth figure is considered to be a conservative estimate of the forecast increased demand and was constrained in the original budget setting by the pressures on the HNB budget envelope



2019/20 High Needs Funding Block Monitoring as at 31 December 2019

Budget Adjustments

Amount (£)	Increase	Decrease	Description
1,000,000		Commissioned Alternative Provision Services	Reduction of £1.0m due to transfer of funding to PRU model including funding of high needs.
1,097,000		Out County Specialist Provision Places	Reduction of £1.097m due to historic spend and to fund increased demand through formula funding.
597,000		Inclusion Service Inclusion Projects	£0.597m reduction to initial budget as agreed by David Graham
764,000		Inclusion Service Teachers & Support	£0.800m reduction to realign budget to LCC's.
-9,000	Hospital Provision		Small re-alignment between Hospital Provision/Support for Vulnerable Pupils
9,000		Support for Vulnerable Pupils - SI	Small re-alignment between Hospital Provision/Support for Vulnerable Pupils
-1,000,000	Primary Inclusion Hub		Budget moved from Commissioned Alternative Provision Services
-2,458,000	High Needs Growth		Budget moved from Out County & Inclusion Services

**LANCASHIRE SCHOOLS FORUM**  
**Date of meeting 14 January 2020**

**Item No 15**

**Title: Schools Forum Meeting Arrangements**

**Appendix A refers**

**Executive Summary**

This report asks the Forum to consider future meeting arrangements.

**Recommendations**

**The Forum is asked to:**

- a) Note the report;**
- b) Express any views about the future meeting schedule.**

**Members are asked to add the dates to their diaries/calendars.**

**Background**

A draft Forum schedule for the 2020/21 academic year is attached at Appendix A. The Schedule has been produced following a similar pattern to that used in 2019/20.

The only issue to note is that revised arrangements mean that we can only book car parking 20 weeks in advance and it is not guaranteed, although we are normally able to secure the necessary car parking for Forum members.

The Forum is asked to comment on the schedule and members are asked to add the dates to their diaries/calendars.

## Lancashire Schools Forum Meeting Schedule 2020/21

### Autumn Term

Meeting	Day	Date	Time	Venue
Schools Forum Induction	Thursday	17-Sep-20	10:00 – 13.00	Savoy Suite
Schools Block Working Group	Tuesday	22-Sep-20	10:00 – 13.00	Savoy Suite
High Needs Block Working Group	Tuesday	29-Sep-20	10:00 – 13.00	Savoy Suite
Early Years Block Working Group	Tuesday	06-Oct-20	13.00 – 16.00	Savoy Suite
<b>Lancashire Schools Forum</b>	<b>Tuesday</b>	<b>20-Oct-20</b>	<b>10:00 – 13.00</b>	<b>Savoy Suite</b>
Early Years Block Working Group	Tuesday	01-Dec-20	13.00 – 16.00	Savoy Suite
High Needs Block Working Group	Thursday	03-Dec-20	10:00 – 13.00	Savoy Suite
Schools Block Working Group	Tuesday	08-Dec-20	10:00 – 13.00	Savoy Suite

### Spring Term

Meeting	Day	Date	Time	Venue
Chairman's Working Group	Thursday	07-Jan-21	10:00 – 13.00	Albion Suite
<b>Lancashire Schools Forum</b>	<b>Tuesday</b>	<b>12-Jan-21</b>	<b>10:00 – 13.00</b>	<b>Savoy Suite</b>
High Needs Block Working Group	Tuesday	02-Mar-21	10:00 – 13.00	Savoy Suite
Schools Block Working Group	Thursday	04-Mar-21	10:00 – 13.00	Savoy Suite
Early Years Block Working Group	Tuesday	09-Mar-21	13.00 – 16.00	Savoy Suite
<b>Lancashire Schools Forum</b>	<b>Thursday</b>	<b>18-Mar-21</b>	<b>10:00 – 13.00</b>	<b>Savoy Suite</b>

### Summer Term

Meeting	Day	Date	Time	Venue
High Needs Block Working Group	Tuesday	15-Jun-21	10:00 – 13.00	Savoy Suite
Early Years Block Working Group	Thursday	17-Jun-21	13.00 – 16.00	Savoy Suite
Schools Block Working Group	Tuesday	22-Jun-21	10:00 – 13.00	Savoy Suite
<b>Lancashire Schools Forum</b>	<b>Tuesday</b>	<b>06-Jul-21</b>	<b>10:00 – 13.00</b>	<b>Savoy Suite</b>

All meetings take place at The Exchange, County Hall