



Prof Dr Kate Reynolds  
Director of Education

Civic Officers, Bridge Street, Reading,  
RG1 2LU

Direct: 0118 937 4717  
E-mail: kate.reynolds@brighterfuturesforchildren.org

## TO: ALL MEMBERS OF THE SCHOOLS' FORUM

January 7, 2021

**Your contact:** Claire White, Schools/DSG Business Partner

Tel: 0118 937 4161

E-mail: claire.white@brighterfuturesforchildren.org

### Notice of Meeting – Schools' Forum

A meeting of the Schools' Forum will be held on **January 14, 2021 at 5pm. This will be held virtually using Microsoft Teams, the link will be sent via email.** The Agenda for the meeting is set out below.

AGENDA	
1.	Welcome and apologies - Chair
2.	Minutes of the meeting held on December 3, 2020 including matters arising - Chair
3.	Schools' Forum Membership Update – including confirmation of representation - Chair
4.	DSG Budget Overview for 2021/22 including announcements made in December 2020 – Schools/DSG Business Partner
5.	Final School Funding Formula for 2021/22 – Schools/DSG Business Partner
6.	De-delegations for 2021/22 - Schools/DSG Business Partner
7.	Central School Services Block Budget for 2021/22 – Schools/DSG Business Partner
8.	DSG Budget Monitoring 2020/21 – Month 9 – Schools/DSG Business Partner
9.	SEND Update, including review of resource provision funding – Director of Education & Schools/DSG Business Partner
10.	Agenda items for next meeting <ul style="list-style-type: none"> <li>● High Needs Block Budget for 2021/22</li> <li>● Early Years Block Budget for 2021/22</li> <li>● Budget monitoring 2020/21 month 11 (including update on deficit recovery plan)</li> <li>● SEND update and review of top up bandings</li> <li>● Update to Scheme for Financing Schools</li> <li>● Schools' Forum meetings 2021/22</li> </ul>
11.	Any other business

Next Meeting: March 11, 2021 at 5pm





## Minutes of Schools’ Forum Meeting

3 December 2020

### Members Present

Jo Budge – Executive Head Teacher of Reading Early Years Schools Federation; Justine McMinn – Head Teacher of E P Collier; Cathy Doberska – Head Teacher of English Martyrs; Peter Kayes – Governor at the Ridgeway; Richard Rolfe – Governor at Micklands (Chair); Dani Hall - Co-Chair of the Federation between Oxford Road Community School & Wilson School; Simon Uttley – Head Teacher of Blessed Hugh Faringdon; Karen Edwards – Head Teacher of The Heights; Jane Brown – Business Manager of Churchend (substitute); Isabelle Sandy – Business Manager of Kendrick; Claire Brown – Business Manager of Prospect School (substitute); Dorothy Company – Business Manager of Highdown School (substitute); Annal Nayyar – Finance Director of Bayliss Trust (Reading Girls); Louise Baker – Principal of JMA (substitute); Mark Hester – Cranbury College (substitute); Charlotte Morgan – Reading College; Alison McNamara - NEU.

### Apologies

Julia Cottee - Governor at Reading Early Years Schools Federation; Robert Howell – Head Teacher of Alfred Sutton; Tonia Crossman – Head Teacher of Emmer Green; Lee Smith – Head Teacher of Holy Brook; Symon Cooke – Head Teacher of The Avenue; Ita McGullion – Manager of Kennet Day Nursery.

### In attendance

Cllr Ashley Pearce – Lead Member for Education; Ann McDonnell – Business Manager of Blessed Hugh Faringdon; Kate Reynolds - Director of Education & Research; Deborah Glassbrook – Director of Children’s Services; Claire White – Schools & DSG Business Partner; Clare Warren – School Support Lead; Steven Davies – Strategic Business Partner; Siobhan Egan – Service Manager IT & Data Intelligence; Vanessa Hurdle – minute taker.

	Item	Notes
1	Welcome and apologies - Chair	<p>The Chair welcomed everyone to the meeting.</p> <p>Claire White read out the protocol for the virtual meeting and confirmed who was eligible to vote and for which votes. Recording of the meeting commenced. The recording will be retained until the minutes have been approved.</p> <p>Apologies were noted.</p>

2	Minutes of the meeting held on 15 October 2020 - Chair	<p>Minutes were agreed as an accurate record of the meeting from the 15 October 2020.</p> <p><b>Matters arising:</b></p> <ul style="list-style-type: none"> <li>- Academy Membership – The Academies have still not confirmed who their fifth Secondary school member will be. Isabelle has not heard back from Ashley Robson, Head of Reading School. She will email him again. Richard confirmed that he would also be happy to contact Ashley.</li> <li>- Alternative Provision – The discussions that took place on this issue have resulted in a further paper being added to this Agenda as Item 9.</li> </ul>
3	Schools' Forum Membership Update – including confirmation of representation - Chair	Richard re-iterated that the Forum had full membership, apart from the name of the fifth Academy Secondary member.
4	DSG Budget Overview for 2021/22 - Schools/DSG Business Partner	<p>Claire White Presented.</p> <p>There is little to update since the last meeting on DSG funding for 2021/22.</p> <p>The Growth Funding DSG allocation will be based on the same formula basis as previously. Using the draft October 2020 census data, it is expected that the allocation will fall to £0.845m. This is a reduction of £0.5m.</p> <p>The Early Years funding for 2021/22 has still not been released. It usually comes out in mid-November but has been delayed due to the Spending Review at the end of November. The only information that has been released is that there will be an additional £44m to increase the hourly rate. This is £22m lower than the increase given in the current year and will probably equate to an increase of about 5p per hour, compared to 8p per hour increase this year.</p> <p>It is not known what data will be used for the Early Years funding next year. The January 2021 census would normally be used. The figures for this period could be low but may pick up from the Spring term onwards when people have been vaccinated. This could, therefore, have a significant impact. Further details should be released by mid-December.</p> <p>Jo Budge stated that Parliament had announced that day that there is £60m available for maintained nurseries for this year and that a longer-term permanent solution would be announced imminently.</p>

		<p>The Schools' Forum needs to decide on the transfer of funding from the Schools Block to the High Needs Block. All schools have been consulted on this issue (Consultation Paper is in Appendix 2). Table 4 shows the results of this consultation. Thirty nine per cent of mainstream schools responded, with 67% opting for option 2 – the transfer of £484k. 28% opted for option 1 – the transfer of £350k. Only one school voted in favour of no transfer of funds occurring.</p> <p>It was explained that the funding would be ring-fenced and used for schools with a higher proportion of pupils with EHCPs. The Forum was asked to vote on the three options presented.</p> <p><b>The result of the vote was: 13 votes for option 2 and 1 vote for option 1. None against (option 3).  AGREED to transfer £484k from the Schools Block to the High Needs Block in 2021/22.</b></p> <p>The remaining part of the report is to establish the requirements to set the DSG budget for 2021/22.</p> <p>The Schools Block budget will be set according to the decisions made on other reports during the meeting.</p> <p>An additional £2m is expected for the High Needs Block, but this will largely be used on increases in numbers and costs of top-ups. Reading is also increasing the number of places in some of its settings, which needs to be built into the budget, and there are other further demands being placed on this block. It currently looks unlikely that the deficit will be reduced next year.</p> <p>Although the additional funding has been confirmed for next year there is currently no confirmation of increases beyond 2021/22. The Government is currently reviewing the issue of High Needs funding, particularly in light of the fact that there are a number of LAs with very significant deficits.</p> <p>A first draft of the HNB budget will be brought to the January meeting.</p> <p>Indications are that it will be a minimal increase for the Early Years block, but the main question is which census will be used to base the funding on. Decisions on this block will be made at the March 2021 meeting.</p> <p>Details of the Central Schools Block will be discussed at the January 2021 meeting. It is expected that the budget will match the funding available.</p>
--	--	--

		<p>Isabelle asked if the plans to reduce the deficit were in any way still achievable. It was explained that it now looks as if it will not be possible to reduce the deficit either this year or next. The intention is, therefore, in the short term to try and cap the deficit at its current level, and if at all possible avoid significant increases.</p> <p>Kate Reynolds confirmed that the Schools' Forum would need to make any decisions on the High Needs block, and that keeping the deficit contained may have an impact on decisions.</p> <p><b>The funding announced so far and requirements for setting the 2021/22 budget were NOTED.</b></p>
5	<p>School Funding Formula for 2021/22 – Schools/DSG Business Partner</p>	<p>Claire White presented.</p> <p>This is very much the same report that was presented at the October 2020 meeting. It has been circulated to all schools for comment. No comments have been received so it has been assumed that schools are happy with the approach that is detailed in 4.8. This approach is to mirror the National Formula Funding as closely as possible. If there is a shortfall then all the factor values will be reduced by the same percentage. The minimum pupil funding levels and the minimum funding guarantee will be set as per the national levels.</p> <p>Being able to closely mirror the national funding levels will depend on the pupil characteristic changes in the October 2020 census. The final data for this is due in a few weeks' time. Currently it appears that deprivation has increased. The number of pupils entitled to Free School Meals has gone up. This may be a pressure on being able to achieve the national funding formula values. Also, transferring the higher amount from the schools' block of funding to the high needs block will have an impact.</p> <p>There is still no decision as to when the 'hard' formula will be implemented. The Consultation on this was due out before Christmas, but this has not yet happened. However, the Government is hoping to put into place for 2022/23 a central billing system for business rates. These will then be paid directly by the DFE to Local Authorities and not be part of the funding formula.</p> <p>The Forum was, therefore, asked to vote on adopting the approach set out in 4.8.</p>

		<p><b>14 members agreed the strategy proposed in 4.8 for setting the school formula, with none against</b></p> <p><b>AGREED to the proposal set out in paragraph 4.8 to set the school formula in 2021/22.</b></p>
6	<p>Growth Fund for 2021/22- Schools/DSG Business Partner</p>	<p>Claire White Presented.</p> <p>The Growth Fund is intended for new schools, for schools that are expanding or for bulge years, all as a result of basic need and pre agreed by the local authority. The funding for this is included in the Schools Block but has a separate formula which is based on pockets of growth. The October 2019 census figures are compared with those of October 2020 to see if there has been pupil number growth in that area. Funding is then allocated according to the numbers of growth. If there has not been any growth or a reduction in pupil numbers, money is not deducted.</p> <p>Reading's actual growth in numbers for this year is lower. Funding for 2021/22 is, therefore, estimated to be £0.845m, which is a reduction of £0.5m. For 2018/19 Reading received £2m, so this is a substantial reduction over the last few years.</p> <p>The Schools' Forum is required to vote on this annually as the requirements will change year on year. The requirements for 2021/22 are as follows:</p> <p>Primary – Civitas Academy will have its final year group added from September 2021. The new school at Green Park Village opened in September 2020 and will require funding for each year group added in the next six years.</p> <p>Secondary – Highdown School will complete its expansion in 2021/22. A new school – River Academy – is due to open in September 2023. However, until this occurs bulge classes will be required – estimated at four in 2021/22 and six in 2022/23.</p> <p>The funding in 2020/21 was based on the minimum per pupil funding levels in the school formula. These are £3,750 for primary and £5,000 for secondary. For 2021/22 the equivalent rates are £4,180 for primary and £5,415 for secondary. The reason for the large increase is because these rates include the teachers' pay and pension grants. It is recommended that Reading uses these rates as they are used in the national formula funding.</p> <p>The budget requirement using these rates for 2021/22 will, therefore, be £971k. It has been estimated that in year funding will be £845k, with a further £109k from ESFA. This is to pay academies for the period April – August. It is also</p>

		<p>expected that there will be a carry forward of £623k. This means that there should be more than enough funding for 2021/22, but the surplus should be ringfenced and carried forward for future requirements such as the bulge classes and the new secondary school due to the uncertainty of future funding.</p> <p>6.1 sets out the criteria for receiving funding from the Growth Fund. The budget to be set for 2021/22 is £1.577m, with £388k transferred to the school formula and the growth fund budget set at £1.189m with any underspends carried forward to 2022/23.</p> <p>Isabelle wished it to be noted that Kendrick School had expanded and taken on an extra cohort and will be doing so for the next four years. The School has not received any support from the Growth Fund but has contributed significantly to help relieve the bulge classes problem. Kate Reynolds explained that she had met several times with representatives from Kendrick School on this issue. She had also pursued this matter with the Regional Schools' Commissioner and the DFE, which referred the School to the ESFA. Isabelle thanked Kate for all her help in this area and confirmed that the ESFA would not provide any funding for Kendrick.</p> <p>The Forum was asked to make two votes – the first on the criteria for the allocation of funding and the second on the actual amount to set for the budget.</p> <p><b>14 members agreed the criteria as proposed in 6.1, with none against</b></p> <p><b>12 members agreed the amounts as proposed in 6.2, with one member abstaining from the vote. None against.</b></p> <p><b>AGREED to the growth fund criteria and budget as set out in paragraphs 6.1 and 6.2.</b></p>
7	DSG Budget Monitoring 2020/21 – Month 8 - Schools/DSG Business Partner	<p>Claire White presented.</p> <p>There has not been any change to the DSG allocation since October's meeting. All official notifications have now been received from ESFA, which match what had been predicted.</p> <p>The only change that is now expected is Early Years as information has not yet been released as to how the Spring Term will be funded. In normal circumstances it should be based 7/12 on the January 2021 census. The Government has</p>



		<p>already stated that the Autumn Term is to be based on the January 2020 census.</p> <p>The end of year position forecast as at Month 8 is a deficit of £1.477m. This has increased from the last meeting when the deficit was reported as £881k. Variances are shown in 4.3 but some of these underspends are ringfenced so do not reflect the true position. One example is the Growth Fund as the surplus here will be required in 2021/22. It is also highly likely that the Early Years' contingency will be required and will decrease before the end of the Financial Year.</p> <p>In the Early Years Block, providers have been funded for the Autumn Term using the October 2020 figures. If the figures were lower than those for the previous year, then the October 2019 figures were used. This has, therefore, resulted in a cost of £642k - £395k to PVI settings and £246k to schools. A third of this has come from contingency, the remainder being met by funding based on the January 2020 census rather than the usual January 2021. For the Universal Entitlement there were 318 children (13%) fewer than in October 2019, for the Extended Entitlement it's 56 children (29%) less and for two year olds it's 53 children (14%) fewer. This leaves £0.206m in contingency which does not leave much for further sufficiency payments to providers in Spring 2021 if Government funding is based on Spring actuals.</p> <p>The High Needs Top Up Funding is £464k over budget. As is shown in Table 4, the budget is £15.5m and is based on February 2020 data. Increases were predicted based on recent trends. It was estimated that EHCPs would increase by 100 and an increase of 2% was built in for inflation. The overspend is higher than what was reported at the previous meeting due to the Autumn Term changes having now worked their way through to the payment system. The biggest increase is in Independent Schools, which relates to 12 placements. There have also been a few placements which have been very high, at around £100k each. These had not been predicted or budgeted for.</p> <p>It is expected that the Other Alternative Provision figure will reduce by the end of the financial year as it has been assumed that all pupils will be in their current placements until the end of the financial year, but this is not usually the case. The provision is usually temporary until something more permanent can be found. This, however, means that the figures in the other categories will increase as a placement is made.</p>
--	--	---

		<p>This is still a better position than many other local authorities who are seeing their high needs deficits double in year.</p> <p>The Inclusion Fund is funded by the transfer from the Schools Block to the High Needs Block. £350k has been transferred in 2020/21. Based on Autumn figures it is forecast that this budget will overspend by £150k. It is, therefore, proposed that the percentage used for calculating the number of EHCPs over which schools gets funded should be increased for the Autumn Term so that no overspending occurs. All schools that are eligible for this funding will still receive it, but at lower rate. As the Forum has now voted to increase the funding for this budget, higher funding can resume from the Summer Term.</p> <p>Appendix 4 shows the updated Deficit Recovery Plan. The deficit is predicted to increase by £206k in 2020/21, bringing the total deficit to £2.3m. If funding of £2m is still received each year and increases in the number/cost of EHCPs don't increase more than recent trends this would mean that the deficit could still be repaid by 2023/24. This is, however, highly unlikely so the best that can be hoped for is that the deficit is kept under £2m. A more detailed forecast will be presented at the January 2021 meeting.</p> <p>Kate reminded the Forum that a new Free Special School – Oak Tree - will be opening on the Reading/Wokingham border in September 2022. This will mean that pupils no longer go out of borough as Oaktree, which will be part of the Maiden Erlegh Trust, will have places for 75 pupils from Reading. This should generate £2m in savings.</p> <p>Jo Budge was invited to comment on the impact that Covid is having on nurseries. She confirmed that it is difficult to assess, but that there are fewer pupils staying for the whole day. This is both due to the fact that parents have either been furloughed and are not entitled to the 30 hours or wish to keep their children at home during the pandemic.</p> <p><b>The budget position for 2021/22 was NOTED.</b></p>
8.	<p>Future Top Up Funding Proposal – Director of Education &amp; Schools/DSG Business Partner</p>	<p>Kate Reynolds and Claire White presented.</p> <p>It is a financial challenge for schools with pupils who have special educational needs and disabilities. A review is, therefore, being undertaken, with the aim to offer a new approach for funding schools.</p> <p>The Schools Forum was, therefore presented with a series of five options, looking at trying to re-work the banding model,</p>

		<p>after having undertaken a series of initial discussions with Head Teachers.</p> <p>Option 1 – Leave the bandings as they are but increase them by a large percentage initially. From then on, the bandings would be increased by the rate of inflation each year. This would be easy to implement, but it does not address any of the disparities that are already in the system.</p> <p>Option 2 – This would be to do a re-costing of the existing bandings. This would mean looking at how the original bandings were calculated and uprate those calculations with current costs. This would also be very easy to do but would not resolve any disparities.</p> <p>Option 3 – This would involve re-costing each type of provision. It may mean having additional bandings for each type of provision.</p> <p>Option 4 – Is for a single-banding model. This would be a matrix of bandings and would mean that funding would be based on the individual pupil's needs rather than where placed. The funding would be the same regardless as to whether the pupil was in a mainstream or a special school. Several LA's now use this model, one of them being Slough. The matrix and banding values shown in the tables are those used by Slough, and if we were to use this model we would need to determine the values relevant to our own provision. Slough's High Needs deficit is currently running at £14m, so although Reading can do this type of model it does require a great deal of funding.</p> <p>Option 5 – Each individual pupil's needs as identified in the EHCP is allocated funding. This would require a considerable amount of work to administer.</p> <p>The Schools' Forum could consider using one of the options in the short-term and then move to one of the other options long-term.</p> <p>Peter Kayes commented that he felt that option 5 was probably the fairest one, but that he could appreciate that it would entail a great deal of funding. Therefore, all the options should remain available and should be costed out.</p> <p>Cathy Doberska reported that the proposals had been discussed at some length at the Primary Heads' Meeting. The Heads are pleased that it has been acknowledged that something needs to be done in the short-term; the increases from September had just scratched the surface. The general feeling was that option 5 appeared to be the fairest, but it was recognized that it would be difficult to administer. Option 4 was</p>
--	--	---

		<p>also discussed in great detail, but it was felt that this would not be a very realistic solution in funding different settings the same amount. There is also the issue of pupils moving from a mainstream school to a special school, as this could then mean redundancy for their HLTA. Cranbury College had in the past had a pool of HLTAs which had avoided this issue.</p> <p>Dr Simon Uttley stated that he was in favour of seeing the costings for the options, and particularly for options 3 and 4. He felt option 5 was too complex.</p> <p>Isabelle Sandy said that she favoured option 4 but appreciated that the cost needed to be taken into account and, therefore, felt that all the options should be investigated fully. She also asked how long a model should be used for once chosen.</p> <p>Kate Reynolds believes that the option chosen should be reviewed annually. It may be phased in with interim fixes, whilst full costings are made to determine which is the best long-term solution.</p> <p><b>11 members agreed that all five options should be costed, with one member just wanting options 1-4 costed. None against.</b></p> <p><b>13 members agreed that a detailed costing exercise for each resource should be undertaken with none against.</b></p> <p><b>AGREED that all five options will be appraised and brought back to Schools' Forum in March, and that a detailed costing of resource provision be brought back to the Schools' Forum in January if data is received back from schools in time.</b></p>
9.	Alternative Provision Review – Director of Education	<p>Kate Reynolds presented.</p> <p>Alternative Provision was discussed at October's Forum. It was felt at this meeting that there should be further talks with Head Teachers on the subject, both in terms of the quantity and the quality of the provision in Reading. Mandy Wilton, Head of Cranbury College, is the Chair of this Review and its findings will be reported at the March 2021 meeting.</p> <p><b>NOTED that a progress report will be brought back to Schools' Forum in the Spring.</b></p>
10	Agenda items for next meeting	<p>The next meeting will be held on 14 January 2021. This will also need to be virtual.</p> <ul style="list-style-type: none"> <li>• DSG Funding Settlement for 2021/22</li> <li>• Final school funding formula for 2021/22</li> <li>• Agree De-delegation for 2021/22</li> </ul>

		<ul style="list-style-type: none"> <li>• Agree Central School Services Budget for 2021/22</li> <li>• Budget monitoring 2020/21 month 9 (including update on deficit recovery plan)</li> <li>• SEND update and review of Resource Provision bandings</li> </ul>
<b>11</b>	Any other business	There were no items of any other business and the meeting finished at 18:38.

## Summary of Actions Outstanding

SF Date & Item no.	Action Required	Responsible Person
3/12/20 – item 2	Academy membership – 5 <sup>th</sup> secondary school representative to be decided.	Isabelle Sandy to follow up with Ashley Robson.
3/12/20 – item 8	Full costing of all resource provision to be brought to Schools' Forum in January 2021.	Claire White. Subject to receiving the data requested from individual schools.
3/12/20 – item 8	Options Appraisal for all 5 options for future top up funding to be brought to Schools' Forum in March 2021.	Kate Reynolds to engage Project Manager to lead on this.
3/12/20 – item 9	Progress report on the AP review to be brought to Schools' Forum in March 2021.	Mandy Wilton.

This page is intentionally left blank

## Agenda Item 3

<b>SCHOOLS' FORUM MEMBERSHIP</b>	<b>Jan-21</b>
----------------------------------	---------------

Group / Sub Group	Votes	Position	Name	School	First elected / appointed to SF	Last elected / appointed to SF	Period of office as member	Due for re-election / appointment
-------------------	-------	----------	------	--------	---------------------------------	--------------------------------	----------------------------	-----------------------------------

**School Members:**

Nursery (2)	1	Head teacher	Jo Budge	Reading EY Schools Federation	Jan-17	Jan-19	3 yrs	Jan-22	
	2	Governor	Julia Cottee	Reading EY Schools Federation	Mar-20	Mar-20	3 yrs	Mar-23	
Maintained Primary (7)	3	Head teacher	Robert Howell	Alfred Sutton	Mar-19	Mar-19	3 yrs	Mar-22	
	4	Head teacher	Justine McMinn	EP Collier	Nov-13	Jan-19	3 yrs	Mar-22	
	5	Head teacher	Cathy Doberska	English Martyrs	Jul-18	Jul-18	3 yrs	Jul-21	
	6	Head teacher	Tonia Crossman	Emmer Green	May-17	Mar-19	3 yrs	Mar-22	
	7	Governor **	Peter Kayes	The Ridgeway	Mar-07	Dec-19	3 yrs	Dec-22	
	8	<b>Governor *</b>	Richard Rolfe	Micklands	Dec-16	Dec-19	3 yrs	Dec-22	
	9	Governor	Dani Hall	Oxford Road and Wilson	Mar-20	Mar-20	3 yrs	Mar-23	
		Observer/Substitute	Sarah Bernto	St Anne's					
Maintained Secondary (1)	10	Head teacher	Simon Utley	Blessed Hugh Faringdon	Jan-17	Jan-19	3 yrs	Jan-22	
Academy Primary (2)	11	Academy Member	Karen Edwards	The Heights	Jul-18	Jul-18	3 Yrs	Jul-21	
	12	Academy Member	Richard Pearse	Churchend	Mar-20	Mar-20	3 yrs	Mar-23	
Academy Secondary (5)	13	Academy Member	Isabelle Sandy	Kendrick	Feb-12	Mar-19	3 Yrs	Mar-22	
	14	Academy Member	David Littlemore	Prospect	Feb-12	Mar-19	3 Yrs	Mar-22	
	15	Academy Member	Rachel Cave	Highdown	Feb-12	Mar-19	3 Yrs	Mar-22	
	16	Academy Member	Annal Nayyar	Reading Girls	Dec-17	Mar-19	3 Yrs	Mar-22	
	17	Academy Member	Ashley Robson	Reading					
			Observer/Substitute	Louise Baker	John Madjeski				
			Observer/Substitute	Jonathan Nicholls	UTC				
		Observer/Substitute	Andy Johnson	Maiden Erlegh in Reading					
		Observer/Substitute	John Salberg	The Wren					
Maintained Special (1)	18	Head teacher	Lee Smith	Holy Brook	Oct-19	Oct-19	3 yrs	Oct-22	
Academy Special (1)	19	Academy Member	Symon Cooke	The Avenue	Mar-18	Mar-18	3 Yrs	Mar-21	
Alternative Provision (1)	20	Head teacher	Mandy Wilton	Cranbury College			On-going	n/a	

**Non-School Members:**

Early Year's PVI (1)	21	PVIs	Ita McGullion	Kennet Day Nursery	Oct-17	Oct-17	3 yrs	Oct-21
Trades Unions (1)	22	Trades Unions	Ali McNamara	NEU			On-going	n/a
16 - 19 Provision (1)	23	FE College	Charlotte Morgan	Reading College (Activate Learning)	Oct-20	Oct-20	3 yrs	Oct-23

**Non Members**

Observer	-	RBC	Cllr Ashley Pearce, Lead Member for Education					
----------	---	-----	---	--	--	--	--	--

\* Chair

\*\* Vice chair

Elected October 2020

Elected October 2020

Agenda Item 3

This page is intentionally left blank





# Reading Schools' Forum

January 14, 2021

Agenda Item 4

DSG Budget Overview for 2021/22

For decision

For discussion

For information

## SUMMARY

This report sets out the latest DSG funding allocations for 2021/22 and an update on the budget setting for each funding block.

## AUTHOR

Claire White, Schools & DSG Business Partner

Tel: 0118 937 4161

Email:

claire.white@brighterfuturesforchildren.org

## VERSION

Version number 1

## DATE

January 14, 2021

## REVIEW DATE

None

---

© Brighter Futures for Children

Brighter Futures for Children  
Civic Offices, Bridge Street,  
Reading RG1 2LU

Company number 11293709

## 1. Recommendations

- 1.1 NOTE: The DSG funding for 2021/22.
- 1.2 NOTE: The requirements for setting the 2021/22 overall DSG budget.

## 2. Background

- 2.1 School Funding is received through the Dedicated Schools Grant (DSG), and is split into four blocks, each with its own formula to calculate the funding to be distributed to each local authority.
  - Schools Block – funds mainstream primary and secondary schools through the school formula, and growth funding for new growing schools/bulge classes.
  - High Needs Block – funds places in special schools, resource units and alternative provision, and top up funding for pupils with EHCPs in all settings including non-maintained, independent, and further education colleges.
  - Early Years Block – funds nursery schools, nursery classes in mainstream schools, and early year’s settings in the private, voluntary and independent (PVI) sector through the free entitlement for 2, 3 & 4 year olds.
  - Central Schools Services Block – funds services provided by the local authority/Brighter Futures for Children centrally for all schools, such as the admissions service.
- 2.2 The allocations for 2021/22 were published by the Government on 17<sup>th</sup> December 2020. Most are now fixed for the year; part of the high needs block will be confirmed later in the year (July 2021), and the early years block will be based on data from future census’, although the funding rates are now confirmed.
- 2.3 The DSG must be deployed in accordance with the conditions of grant and the latest School and Early Years Finance (England) Regulations. Detailed guidance is contained within various operational guidance documents issued by the Education Funding & Skills Agency (EFSA).
- 2.4 Transfers of funding between blocks are allowed, but a transfer out of the schools’ block must be consulted with all schools and agreed by the Schools’ Forum.
- 2.5 This report sets out the 2021/22 funding for each block, and the work required to finalise the budgets for 2021/22.

## 3. Funding for 2021/22

- 3.1. Appendix 1 sets out the DSG funding for 2021/22 and compares to 2020/21. Overall, the DSG will increase by £10.3m (7.8%) from £132m to £142.3m. However, this is not all new money as teachers pay and pension grants totalling £4.634m has now been added to the DSG, which means the real total increase is £5.673m or 4.3%. This compares to the 6.5% increase last year, the main difference being that pupil numbers have not increased by the same level of increase as last year.
- 3.2. The Schools Block has increased by £7.945m to £103.481m, but excluding grants and the growth fund, the increase is just over £4m (4.4%). Of this increase, approximately £1.1m is due to overall increases in pupil numbers - an additional £1.481m in secondary for an

additional 250 pupils, and a reduction of £0.376m in primary as numbers in this sector have gone down by 83. The rest of the increase is additional funding on a per pupil level (3.2%), allocated through an increase to the funding values – excluding the addition for grants an increase of £147 per primary pupil and an increase of £156 per secondary pupil. Growth funding has gone down by over £0.5m using the new formula allocation.

- 3.3. It was agreed at the December meeting of the Schools' Forum to transfer £484k of funding from the Schools' Block to the High Needs Block.
- 3.4. The central school services block has gone down overall by £0.051m to £1.167m, due to the phasing out of funding for historical commitments. There has been a small increase for the other services it funds.
- 3.5. There is no change to the High Needs funding formula. Under this formula, Reading currently loses funding, and is therefore on the funding floor, however every local authority is receiving a minimum increase of at least 8% per head of the age 2 to 18 population based on their 2020/21 allocation. On this basis, the allocation for the high needs block (excluding the additional amount for grants) is increasing by £1.967m (8.78%). The total funding for this block will be £24.658m including grants. Most of this is already confirmed funding; the import/export adjustment of -£1.9m will be confirmed in July. If there are any adjustments to place funding these will be made in March.
- 3.6. The Autumn Spending Review set out that nationally there would be an additional £44m for early years. The hourly funding rates in the early years block for 3 & 4 year olds will increase by just 6 pence (1.15%), and for 2 year olds an increase of 8 pence (1.37%). There will be no change to the early year's pupil premium rate or disabled access fund rate. Based on January 2020 census recorded hours, this is an overall increase of just £0.145m. It has not yet been confirmed what census the actual allocations will be based on – in usual circumstances this will be January 2021 hours (5/12) and January 2022 hours (7/12). The Government will review this in the Spring term, as it will be dependent on whether the nursery numbers are back to near normal following the reductions last year due to the pandemic. The maintained nursery school lump sum will continue at least until August 2021, but it is conditional for the period September to March 2022. The teachers pay and pension grants will be paid to nursery schools and schools with nursery classes separately and have not been added to the DSG.
- 3.7. The Pupil Premium Grant for schools will continue in 2021/22, but there is no change to the funding rates. The funding will be based on the October 2020 census rather than January 2021 census (except PRUs which will continue to be based on January census) so it is assumed that allocations will be announced much earlier than usual. No announcements have been made yet on any other grants, except that the Free School Meals Supplementary Grant will cease following the February 2021 payment.

#### 4. Requirements for Setting the 2021/22 Budget

- 4.1. Appendix 2 sets out the timetable for setting the budget.

### **Schools Block**

- 4.2. The schools block budget has now been set based on the recommendations and decisions made at the December meeting of the Schools' Forum. The report on the final schools' formula elsewhere on this agenda sets out the final budget and the allocations to individual schools.
- 4.3. The Growth Fund budget was agreed at the December meeting of the Schools' Forum.
- 4.4. A balanced budget is being set, and the forecast underspend in 2020/21 growth funding will be carried forward for future growth funding requirements.

### **Central School Services Block**

- 4.5. A report elsewhere on this agenda proposes the 2021/22 budget for this block. A balanced budget is being set.

### **High Needs Block**

- 4.6. The additional high needs funding will be just under £2m. The deficit is currently forecast at around £2.3m. However, as the number of pupils with EHCPs and costs of their placements continue to increase, most of the additional funding will go towards these increases in costs. The top up banding system for Reading schools is currently being reviewed and whatever the outcome of this review it will result in an increase to the top up funding rates and therefore an increase in costs.
- 4.7. The current estimate of top up costs for next year based on current placements (without any additional increase to numbers or for inflation) is £16.4m, an increase of £0.845m compared to this year's budget and £1.7m increase compared to the 2019/20 actual outturn. This will be updated at the end of February with the latest position. In determining the budget for next year assumptions will be made on the increases (to overall numbers and inflation) to be added.
- 4.8. The numbers of places in specialist provision are being reviewed, with new resource provision places being established and additional places in special schools. These additional places will have the place funding increases built into the budget, currently estimated at around £350k.
- 4.9. The deficit recovery plan will also be refreshed, and a projection made using the same base data and assumptions. As it is likely that most if not all of the additional £2m will offset increases in costs there may not be a decrease to the deficit in 2021/22, though it is hoped that in year the budget will balance.
- 4.10. In addition to place and top up funding for pupils with EHCPs, there are some central budgets funded from the high needs DSG, and the current forecasts for 2021/22 are set out in Table 1.

**Table 1: High Needs Block Central Budgets 2020/21 and 2021/22**

SERVICE	2020/20 BUDGET (£'000)	2021/22 BUDGET (£'000)
Inclusion support staff	140.7	240
Contribution to early years inclusion fund	50	50
Contribution to Dingley	25	25
Sensory consortium – Joint Arrangement	300	300
NHS Contracts	395	395
ASD Outreach	40	40
Contribution to Virtual School for Children Looked After	127.6	119.5
Contribution to SEN transport	100	100
Central Establishment Charges	79	79
<b>TOTAL</b>	<b>1,257.3</b>	<b>1,348.5</b>

- 4.11. The local authority decides on the budgets being funded from the high needs block. The final budget and refreshed deficit recovery plan will be brought back for discussion at the next Schools' Forum in March.

#### **Early Years Block**

- 4.12. The percentage increase to the early year's block is minimal compared to the schools and high needs blocks. It is intended to pass on the full increase to providers by increasing the provider funding rates by at least 6p. The deprivation funding rate increased in 2020/21 to £0.97 and hopefully this can be maintained at the same rate.
- 4.13. The budgets for provider payments to be made from the early years block cannot be calculated until the Government has determined which census the funding will be based on. If it is to be January 2021 this information should be available late February. If numbers are lower than normal in January but then return to more normal levels in the Summer and Autumn, this would then create a pressure on this budget, so caution will need to be exercised, with a reasonable contingency held back in order to set a balanced budget. Details on these budgets will be brought to the Schools' Forum in March.
- 4.14. The decision on the central early year's budget is to be made by the Schools' Forum. The proposed budgets are set out in Table 2 and are a small increase compared to 2020/21. Central budgets can be no greater than 5% of the total early years block allocation. The decision on these budgets will be taken at the March Schools' Forum.

**Table 2: Early Years Block Central Budgets 2020/21 and 2021/22**

<b>SERVICE</b>	<b>2020/21 BUDGET (£'000)</b>	<b>2021/22 BUDGET (£'000)</b>
Contribution to Dingley	16.8	16.8
Early Years Team	375	386.9
Early Years Portage	181.6	221.5
Early Years Inclusion Fund	100	100
Central Establishment Charges	10	10
<b>TOTAL</b>	<b>683.4</b>	<b>732.2</b>

## Appendices

Appendix 1 – DSG Allocations 2020/21 and 2021/22

Appendix 2 – Timetable for Setting the DSG Budget 2021/22

## Appendix 1 – DSG Allocations 2020/21 and 2021/22

	2020/21 ACTUAL		2021/22 ESTIMATE		YEAR ON YEAR CHANGE		
		Funding £'000		Funding £'000	£'000	%	Notes
<b>Schools Block (SB):</b>							
Primary Unit of Funding (PUF)	£4,172.37		£4,500.65		+£327		Confirmed (£180 for grants)
<i>Primary Pupil numbers &amp; funding</i>	<i>13,096.5</i>	54,644	<i>13,013.0</i>	58,567	+3,923	+7.18%	Confirmed
Secondary Unit of Funding (SUF)	£5,503.69		£5,924.46		+£421		Confirmed (£265 for grants)
<i>Secondary Pupil numbers &amp; funding</i>	<i>6,952.5</i>	38,264	<i>6,952.5</i>	42,671	+4,407	+11.52%	Confirmed
Premises		1,283		1,399	+116	+9.04%	Confirmed
<b>TOTAL SB excl. Growth</b>		<b>94,191</b>		<b>102,637</b>	<b>+8,446</b>	<b>+8.97%</b>	
Growth Funding Factor		1,345		844	-501	-37.25%	Confirmed
<b>TOTAL SB</b>		<b>95,536</b>		<b>103,481</b>	<b>+7,945</b>	<b>+8.32%</b>	
<b>TOTAL SB excl. Grants &amp; growth fund</b>		<b>94,191</b>		<b>98,308</b>	<b>+4,117</b>	<b>+4.37%</b>	
<b>Central School Services Block (CSSB):</b>							
Unit of Funding	£33.61		£36.20		+£2.59		Confirmed (£0.42 for grants)
<i>Pupil Numbers</i>	<i>20,049</i>	674	<i>20,215.5</i>	732	+58	+8.61%	Confirmed
Historic Commitments		544		435	-109	-20.0%	Confirmed (Planned reduction by ESFA)
<b>TOTAL CSSB</b>		<b>1,218</b>		<b>1,167</b>	<b>-51</b>	<b>-4.19%</b>	
<b>High Needs Block (HNB):</b>							
Formula		22,778		24,688	+1,910	+8.39%	Confirmed
Hospital & AP pay grants		197		279	+82	+41.62%	Confirmed (£66k for grants)
Place Funding Unit of Funding	£4,212.86		£4,907.98				Confirmed (all increase for grants)
<i>Place Numbers</i>	<i>322</i>	1,357	<i>332</i>	1,629	+272	+20.04%	Confirmed
Import/Export Adjustment		-1,938		-1,938			Based on Oct 20 census & Jan 21 ILR
<b>Total HNB</b>		<b>22,394</b>		<b>24,658</b>	<b>+2,264</b>	<b>+10.11%</b>	
<b>Total HNB excl. Grants</b>		<b>22,394</b>		<b>24,361</b>	<b>+1,967</b>	<b>+8.78%</b>	

Early Years Block (EYB):							
3 & 4 Year Old Funding Rate	£5.22		£5.28				Confirmed
3 & 4 year olds numbers & funding	3,786	11,265	3,786	11,394	+129	+1.15%	To be based on Jan 21 & Jan 22 census
2 Year Old Funding Rate	£5.82		£5.90				Confirmed
2 Year old numbers & funding	351.7	1,167	351.7	1,183	+16	+1.37%	To be based on Jan 21 & Jan 22 census
Pupil Premium		103		103	0		To be based on Jan 21 & Jan 22 census
Disabled Access Fund		37		41	+4		
Maintained Nursey Grant		260		260	0		Not yet confirmed
<b>Total EYB</b>		<b>12,832</b>		<b>12,981</b>	<b>+149</b>	<b>+1.16%</b>	
<b>TOTAL ALL BLOCKS</b>		<b>131,980</b>		<b>142,287</b>	<b>+10,307</b>	<b>+7.81%</b>	
<b>TOTAL ALL BLOCKS Excluding GRANTS added</b>		<b>131,980</b>		<b>137,653</b>	<b>+5,673</b>	<b>+4.30%</b>	



## Appendix 2 – Timetable for Setting the DSG Budget 2021/22

TASK	DATE
BFFC inform all schools on proposals for 2021/22 school formula, and to consult with all schools on the transfer of funding from the schools block to high needs block	Send to schools 20 October 2020. Comments due back by 13 November 2020
BFFC complete High Needs Place Review	Submission due to ESFA by 13 November 2020
BFFC review of Top Up bandings	September – December 2020
Schools' Forum recommend school formula for 2021/22, agree growth funding for 2021/22, and decide on transfer of funding from Schools Block to High Needs Block. Schools' Forum review top up funding proposals.	3 December 2020
BFFC work on high needs and central school services budgets	December 2020 – January 2021
Final funding allocations received from ESFA for schools, high needs (part), and central services block. Final data received from ESFA for school formula based on October 2020 census.	Due from ESFA mid December 2020
BFFC finalise the school formula based on final funding allocation	Late December 2020
Schools' Forum informed on final school formula, decide de-delegations, and decide the central school services budget. Schools' Forum review first draft of high needs budget in light of funding available/deficit position.	14 January 2021
Local Authority agrees school formula for 2021/22 and BFFC submits APT to ESFA	Submission Due to ESFA by 21 January 2021
BFFC Inform mainstream maintained schools of their budget shares for 2021/22	By 28 February 2021 (statutory date but in reality by end of January 2021)
BFFC work on final high needs and early years budgets	January to end of February 2021
Schools' Forum review/agree final budgets for high needs and early years	11 March 2021
ESFA confirm to academies their general annual grant (budget shares) for 2021/22	31 March 2021
High Needs place numbers at institution level published by ESFA	31 March 2021

This page is intentionally left blank



# Reading Schools' Forum

January 14, 2021

Agenda Item 5

Final School Formula for 2021/22

For decision

For discussion

For information

## SUMMARY

This report presents the final 2021/22 school funding formula for Reading primary and secondary schools.

## AUTHOR

Claire White, Schools & DSG Business Partner

Tel: 0118 937 4161

Email:

[claire.white@brighterfuturesforchildren.org](mailto:claire.white@brighterfuturesforchildren.org)

## VERSION

Version number 1

## DATE

January 14, 2021

## REVIEW DATE

None

---

© Brighter Futures for Children

Brighter Futures for Children  
Civic Offices, Bridge Street,  
Reading RG1 2LU

Company number 11293709

## 1. Recommendations

- 1.1 NOTE: The final school funding formula and primary and secondary school funding allocations for 2021/22.

## 2. Introduction

- 2.1 The “Schools revenue funding 2021 to 2022 operational guide” was published in July 2020 which set out the basis for the primary and secondary school funding formula. This included the actual National Funding Formula (NFF) factors and values, and the calculation to be used to determine the funding that each local authority will receive.
- 2.2 During the Autumn, all schools and the Schools’ Forum were consulted on the setting of the local school formula in Reading for 2021/22. A final proposal was agreed by Forum members at the December 2020 meeting and details on the formula can be found in the report presented at that meeting<sup>1</sup>.
- 2.3 This report sets out the final schools’ block funding allocation for 2021/22, and the final formula and allocations to schools for 2021/22 as agreed by the Council.

## 3. School Block Funding for 2021/22

- 3.1. Local authorities receive the Dedicated Schools Grant (DSG), which is split between four funding blocks. The schools block is specifically for primary and secondary mainstream formula allocations and for growth funding (for new and expanding schools and bulge classes). It is largely ring fenced; up to 0.5% of the allocation can be transferred to other funding blocks, but only with the agreement of Schools’ Forum.
- 3.2. The schools block allocation is based on Primary Units of Funding (PUFs) and Secondary Units of Funding (SUFs). These units are calculated for each local authority by adding together the total formula allocations for each school in each phase using the NFF but using the previous year’s data, and dividing by the previous year’s pupil numbers for each phase. These units are then fixed and are multiplied by the October 2020 census pupil numbers to give the final funding allocation for the following year.
- 3.3. The final schools block funding allocation for 2021/22 was confirmed by the Government on 17<sup>th</sup> December 2020, and totals £103.481m as set out in Table 1. Of this, £0.844m is for growth funding. Part of the growth funding allocation (£292k) is used in the school formula for new/expanding schools (Civitas and Green Park), the remainder (£552k) is being ring-fenced and set aside for bulge classes and other expansions in 2021/22 as agreed at the December 2020 meeting of the Schools’ Forum.
- 3.4. The Schools’ Forum also at its meeting in December 2020, agreed to transfer £484k from the schools’ block allocation to the high needs block, in order to continue to financially support those schools with a higher than average percentage of pupils with EHCPs.

---

<sup>1</sup> <https://www.reading.gov.uk/council/policies-finance-and-legal-information/education-budgets-and-funding/schools-forum-meeting-papers/>

- 3.5. After deducting the ring fenced growth funding and the transfer to the high needs block, there is £102.445m to allocate to primary and secondary schools through the school funding formula. This is £8.242m greater than in 2020/21, though £4.329m of the increase is due to the adding of the teachers' pay and pension grants into the school formula so is not additional funding. £1.105m is due to increases in overall pupil numbers to be funded, with the remainder £2.808m (3%) being real increases in funding on a per pupil level.

**Table 1: Schools Block DSG Allocation**

	2020/21 ACTUAL		2021/22 Actual	
		Funding £'000		Funding £'000
Primary Unit of Funding (PUF)	£4,172.37		£4,500.65	
<i>Primary Pupil Numbers</i>	<i>13,096.5</i>	54,644	<i>13,013</i>	58,567
Secondary Unit of Funding (SUF)	£5,503.69		£5,924.46	
<i>Secondary Pupil numbers</i>	<i>6,952.5</i>	38,264	<i>7,202.5</i>	42,671
Business Rates		1,206		1,323
Split sites/Rents		77		76
Mobility		0		0
Growth Funding Factor		1,345		844
<b>TOTAL SCHOOLS BLOCK ALLOCATION</b>		<b>95,536</b>		<b>103,481</b>
Less: to growth fund budget		-973		-552
Less: transfer to high needs block		-350		-484
<b>FUNDING AVAILABLE FOR SCHOOL FORMULA</b>		<b>94,203</b>		<b>102,445</b>

#### 4. Final School Funding Formula for 2021/22

- 3.1 The actual DSG funding received and available may not enable the NFF to be replicated in full due to there being a mismatch between the funding received and what would have been allocated to schools through a hard NFF:
- Differences in the pupil characteristics data from the previous year which is driving the DSG funding compared to the October 2020 census on which the formula funding allocations to schools is based (which may result in funding which is higher or lower than the actual requirement).
  - Increases in business rates bills and other premises costs compared to the historical figures on which the DSG funding is based.
  - Growth funding requirements not met by the allocation, and so a top slice is required.

- Funding transfers to other blocks (namely high needs).
  - Overspends in the previous financial year which are a first call on resources in the following year. This will only happen for business rates and growth funding.
- 3.2 Bearing this in mind, the approach to setting the school formula for 2021/22 is to mirror as far as possible the NFF. It is still the Government's intention to move to the NFF as soon as is practically possible, and it would make no sense to now move away from it. The following method for setting the formula was agreed at the December 2020 meeting:
- Start with all factors and values mirroring the 2021/22 national factors and values including Reading's Area Cost Adjustment (ACA), except the lump sum which is at the NFF rate excluding the ACA – this is the same as the 2020/21 position. Business rates to be increased as per the national revised multiplier rates (funding for business rates in the formula is at actual cost).
  - If there is a shortfall in funding, reduce all the main formula factors by the same percentage. The minimum per pupil funding levels will remain at the national levels and the minimum funding guarantee will remain at 2%.
  - An adjustment will be made to the lump sum amount if this is required to balance the budget by a small amount (this could be upwards or downwards).
- 3.3 The Council has approved this approach, and the actual DSG allocation has enabled the NFF values to be mirrored *including* the ACA for *all* factors except the lump sum, so they have all been increased to this level and no reduction was required. The lump sum has been slightly reduced from the NFF value excluding the ACA due to there being just a small shortfall of £30k, but it has still increased by 1.74%. The Government has frozen Business Rate increases for 2021/22, which has helped to maintain this funding position. Appendix 1 shows all the formula factors and their final values compared to the previous two years.
- 3.4 Appendix 2 shows the final formula allocations for each individual school and compares this to the 2020/21 allocations. When excluding the increases for the teachers' pay and pension grants, on average, primary schools have gained by 3.41% per pupil and secondary by 2.47% per pupil, though there is a large range with some schools receiving more than 4% or less than 2%. Eleven schools are receiving the Government's minimum per pupil funding level of £4,180 primary (8 schools) and £5,415 secondary (3 schools). Fourteen schools (compared to 3 last year) are on the minimum funding guarantee increase of 2% per pupil (for pupil led funding only, this excludes the lump sum and business rates) – mainly due to the impact of the update to the 2019 deprivation data. All schools are now on higher per pupil funding (excluding the minimum funding guarantee) than prior to the 2018/19 changes to the NFF.
- 3.5 Fourteen schools will have an overall reduction in funding due to reductions in pupil numbers. Where these are significant (around 30), these are mainly due to bulge classes finishing, so are planned reductions, whereby the costs associated with the extra class should have also ceased and should not impact on the school's budget.
- 3.6 Reading is in a good position by being able to continue to virtually mirror the NFF without needing to make reductions to formula factor values, and many schools are seeing significant increases due to receiving minimum per pupil funding levels. This will be the second year running of funding increases, and it remains to be seen whether the third year increases originally promised by the Government (for 2022/23) will be forthcoming.

## 5. Appendices

Appendix 1 – Final Formula Factors and Values 2019/20 to 2021/22

Appendix 2 - Final 2021/22 School Formula Allocations for Primary and Secondary Schools

## Appendix 1

### Final Formula Factors and Values: 2019/20 to 2021/22

Formula Values	2019/20			2020/21			2021/22			Notes to 2021/22 actual values (Reading ACA is 1.03468)
	NFF	Reading NFF with ACA	Reading Actual	NFF	Reading NFF with ACA	Reading Actual	NFF	Reading NFF with ACA	Reading FINAL	
<b>Basic Entitlement:</b>										
Primary	£2,747.00	£2,841.00	£2,841.00	£2,857.00	£2,954.31	£2,954.00	£3,123.00	£3,231.31	£3,231.00	as per NFF with ACA
Secondary - KS3	£3,863.00	£3,995.00	£3,863.00	£4,018.00	£4,154.85	£4,154.00	£4,404.00	£4,556.73	£4,556.00	as per NFF with ACA
Secondary - KS4	£4,386.00	£4,536.00	£4,386.00	£4,561.00	£4,716.35	£4,716.00	£4,963.00	£5,135.12	£5,135.00	as per NFF with ACA
<b>Deprivation:</b>										
Free School Meals - Primary	£440	£455	£440	£450.00	£465.33	£465.00	£460.00	£475.95	£475.00	as per NFF with ACA
Free School Meals - Secondary	£440	£455	£440	£450.00	£465.33	£465.00	£460.00	£475.95	£475.00	as per NFF with ACA
Free School Meals Ever 6 - Primary	£540	£558	£540	£560.00	£579.07	£579.00	£575.00	£594.94	£594.00	as per NFF with ACA
Free School Meals Ever 6 - Secondary	£785	£812	£785	£815.00	£842.76	£842.00	£840.00	£869.13	£869.00	as per NFF with ACA
IDACI Band F (0.2 - 0.25) - Primary	£200	£207	£200	£210.00	£217.15	£217.00	£215.00	£222.46	£222.00	as per NFF with ACA
IDACI Band F (0.2 - 0.25) - Secondary	£290	£300	£290	£300.00	£310.22	£310.00	£310.00	£320.75	£320.00	as per NFF with ACA
IDACI Band E (0.25 - 0.3) - Primary	£240	£248	£240	£250.00	£258.52	£258.00	£260.00	£269.02	£269.00	as per NFF with ACA
IDACI Band E (0.25 - 0.3) - Secondary	£390	£403	£390	£405.00	£418.79	£418.00	£415.00	£429.39	£429.00	as per NFF with ACA
IDACI Band D (0.3 - 0.4) - Primary	£360	£372	£360	£375.00	£387.77	£387.00	£410.00	£424.22	£424.00	as per NFF with ACA
IDACI Band D (0.3 - 0.4) - Secondary	£515	£533	£515	£535.00	£553.22	£553.00	£580.00	£600.11	£600.00	as per NFF with ACA
IDACI Band C (0.4 - 0.5) - Primary	£390	£403	£390	£405.00	£418.79	£418.00	£445.00	£460.43	£460.00	as per NFF with ACA
IDACI Band C (0.4 - 0.5) - Secondary	£560	£579	£560	£580.00	£599.75	£599.00	£630.00	£651.85	£651.00	as per NFF with ACA
IDACI Band B (0.5 - 0.6) - Primary	£420	£434	£420	£435.00	£449.82	£449.00	£475.00	£491.47	£491.00	as per NFF with ACA
IDACI Band B (0.5 - 0.6) - Secondary	£600	£620	£600	£625.00	£646.29	£646.00	£680.00	£703.58	£703.00	as per NFF with ACA
IDACI Band A (over 0.6) - Primary	£575	£595	£575	£600.00	£620.44	£620.00	£620.00	£641.50	£641.00	as per NFF with ACA
IDACI Band A (over 0.6) - Secondary	£810	£838	£810	£840.00	£868.61	£868.00	£865.00	£895.00	£895.00	as per NFF with ACA
<b>Prior Attainment:</b>										
Primary	£1,022	£1,057	£1,022	£1,065.00	£1,101.27	£1,101.00	£1,095.00	£1,132.97	£1,132.00	as per NFF with ACA
Secondary	£1,550	£1,603	£1,550	£1,610.00	£1,664.84	£1,664.00	£1,660.00	£1,717.57	£1,717.00	as per NFF with ACA
<b>English as an Additional Language:</b>										
Primary	£515	£532	£515	£535.00	£553.22	£553.00	£550.00	£569.07	£569.00	as per NFF with ACA
Secondary	£1,385	£1,432	£1,385	£1,440.00	£1,489.05	£1,489.00	£1,485.00	£1,536.50	£1,536.00	as per NFF with ACA
<b>Mobility</b>	n.a.	n.a.	£1,000							
Primary				£875	£904.80	£904.00	£900	£931.21	£931.00	as per NFF with ACA
Secondary				£1,250	£1,292.58	£1,292.00	£1,290	£1,334.74	£1,334.00	as per NFF with ACA
<b>Lump Sum</b>	£110,000	£113,747	£112,455	£114,400.00	£118,296.46	£114,600.00	£117,800.00	£121,885.30	£116,595.00	balancing value
<b>Business Rates (Actual - locally set)</b>	£1,185,732		£1,206,397	£1,206,397		£1,322,787	£1,322,787		£1,283,350	Actual estimate
<b>Exceptional Circumstances (locally set):</b>										
Rents	£74,895		£59,826	£59,826		£59,046	£59,046		£0	Local factor - No longer eligible
Split Site	£17,149		£17,149	£17,149		£17,149	£17,149		£17,149	Local factor
<b>Minimum Per Pupil Level</b>										
Primary	£3,500		£3,500	£3,750		£3,750	£4,180		£4,180	as per actual NFF
Secondary	£4,800		£4,800	£5,000		£5,000	£5,415		£5,415	as per actual NFF
(KS3 only school)	£4,600						£5,215		£5,215	as per actual NFF
(KS4 only school)	£5,100		£5,100				£5,715		£5,715	as per actual NFF
<b>Minimum Funding Guarantee</b>	0.50%		0.50%	1.84%		1.84%	2.00%		2.00%	as per actual NFF



## Appendix 2

### Final 2021/22 School Formula Allocations for Primary and Secondary Schools

LAESTA B	SCHOOL	2020/21 ACTUAL ALLOCATION			2021/22 ACTUAL ALLOCATION			Overall Change between 2020/21 and 2021/22				Less:	Change Excluding Grants		
		Formula Allocation	Pupil No's (Oct 2019)	Per Pupil Funding	Formula Allocation	Pupil No's (Oct 2020)	Per Pupil Funding	Total	%	Per Pupil	%	Grants Added	Total	Per Pupil	Per Pupil %
8702000	Alfred Sutton Primary School	2,415,589	613	3,940.60	2,630,172	619	4,249.07	214,583	8.88%	308.47	7.83%	110,266	104,317	130.33	3.31%
8702003	Caversham Primary School	1,596,075	419	3,809.25	1,757,656	414	4,245.55	161,581	10.12%	436.30	11.45%	75,370	86,211	254.24	6.67%
8702005	Coley Primary School	991,174	216	4,588.77	1,084,215	222	4,883.85	93,040	9.39%	295.08	6.43%	38,854	54,186	120.06	2.62%
8702006	E P Collier Primary School	1,445,534	336	4,302.19	1,387,793	298	4,657.02	-57,741	-3.99%	354.84	8.25%	60,616	-118,357	151.43	3.52%
8702007	Geoffrey Field Junior School	1,570,433	353	4,448.82	1,654,286	348	4,753.70	83,853	5.34%	304.88	6.85%	68,034	15,819	109.38	2.46%
8702008	Geoffrey Field Infant School	1,243,006	267	4,655.45	1,320,819	265	4,984.22	77,813	6.26%	328.77	7.06%	48,028	29,785	147.53	3.17%
8702016	Oxford Road Community School	947,231	205	4,620.64	1,019,750	208	4,902.64	72,518	7.66%	282.00	6.10%	36,875	35,643	104.72	2.27%
8702018	Redlands Primary School	873,488	202	4,324.20	949,991	206	4,611.61	76,503	8.76%	287.41	6.65%	36,336	40,167	111.02	2.57%
8702019	The Hill Primary School	1,718,402	447	3,844.30	1,739,232	406	4,283.82	20,830	1.21%	439.52	11.43%	80,406	-59,576	241.48	6.28%
8702020	The Ridgeway Primary School	1,905,681	409	4,659.37	2,068,184	421	4,912.55	162,503	8.53%	253.18	5.43%	73,571	88,932	78.43	1.68%
8702021	Park Lane Primary School	1,600,693	411	3,894.63	1,751,704	406	4,314.54	151,011	9.43%	419.91	10.78%	73,931	77,080	237.82	6.11%
8702024	Wilson Primary School	1,703,409	417	4,084.91	1,775,137	408	4,350.83	71,728	4.21%	265.91	6.51%	75,010	-3,282	82.06	2.01%
8702026	Emmer Green Primary School	1,588,416	416	3,818.31	1,725,496	406	4,249.99	137,080	8.63%	431.68	11.31%	74,830	62,250	247.37	6.48%
8702027	Southcote Primary School	2,405,016	617	3,897.92	2,561,508	597	4,290.63	156,492	6.51%	392.71	10.07%	110,986	45,506	206.81	5.31%
8702029	St Michael's Primary School	1,695,697	409	4,145.96	1,850,262	412	4,490.93	154,565	9.12%	344.97	8.32%	73,571	80,994	166.40	4.01%
8702034	Moorlands Primary School	1,660,509	381	4,358.29	1,729,489	363	4,764.43	68,980	4.15%	406.14	9.32%	68,534	446	217.34	4.99%
8702036	Thameside Primary School	1,582,144	392	4,036.08	1,734,932	393	4,414.59	152,788	9.66%	378.50	9.38%	70,513	82,275	199.08	4.93%
8702226	Katesgrove Primary School	2,535,690	601	4,219.12	2,638,714	588	4,487.61	103,024	4.06%	268.49	6.36%	108,108	-5,084	84.63	2.01%
8702233	Caversham Park Primary School	801,735	198	4,049.16	814,261	185	4,401.41	12,526	1.56%	352.24	8.70%	35,616	-23,090	159.72	3.94%
8702234	Micklands Primary School	1,516,757	382	3,970.57	1,601,040	372	4,303.87	84,283	5.56%	333.30	8.39%	68,805	15,478	148.34	3.74%
8702253	Manor Primary School	1,270,097	278	4,568.70	1,300,591	267	4,871.13	30,493	2.40%	302.43	6.62%	54,398	-23,905	98.69	2.16%
8703000	All Saints Church of England Aided Infant School	342,836	62	5,529.62	357,682	60	5,961.37	14,846	4.33%	431.75	7.81%	17,988	-3,142	131.95	2.99%
8703302	St Anne's Catholic Primary School	779,966	181	4,309.20	826,358	181	4,565.51	46,393	5.95%	256.31	5.95%	32,558	13,835	76.43	1.77%
8703304	English Martyrs' Catholic Primary School	1,701,946	414	4,110.98	1,768,742	404	4,378.07	66,795	3.92%	267.09	6.50%	74,470	-7,675	82.76	2.01%
8703305	Christ The King Catholic Primary School	1,430,113	318	4,497.21	1,477,132	308	4,795.88	47,019	3.29%	298.67	6.64%	57,202	-10,183	112.95	2.51%
8703360	St Martin's Catholic Primary School	655,755	155	4,230.68	703,879	156	4,512.04	48,124	7.34%	281.36	6.65%	27,881	20,243	102.64	2.43%
8703361	Whitley Park Primary and Nursery School	2,375,406	516	4,603.50	2,527,264	519	4,869.49	151,858	6.39%	265.99	5.78%	92,818	59,040	87.15	1.89%
8705411	Blessed Hugh Faringdon Catholic School	4,400,920	800	5,501.15	4,880,857	829	5,887.64	479,937	10.91%	386.49	7.03%	211,824	268,113	130.98	2.98%
8702002	All Saints Junior School	440,179	95	4,633.46	463,516	93	4,984.04	23,337	5.30%	350.58	7.57%	25,841	-2,504	72.72	1.57%
8702004	Meadow Park Academy	1,440,997	325	4,433.84	1,557,361	329	4,733.62	116,364	8.08%	299.78	6.76%	65,012	51,352	102.18	2.30%
8702011	Battle Primary Academy	1,630,958	389	4,192.70	1,824,612	404	4,516.37	193,654	11.87%	323.67	7.72%	69,973	123,681	150.47	3.59%
8702012	The Palmer Primary Academy	1,668,808	376	4,438.32	1,755,504	373	4,706.45	86,696	5.20%	268.13	6.04%	67,635	19,061	86.80	1.96%
8702015	Civitas Academy	1,196,886	274	4,368.20	1,494,406	327	4,570.05	297,520	24.86%	201.85	4.62%	45,383	252,137	63.07	1.44%
8702017	The Heights Primary School	1,236,166	328	3,768.80	1,479,892	353	4,192.33	243,726	19.72%	423.53	11.24%	63,466	180,260	243.74	6.47%
8702025	Ranikhet Academy	953,625	198	4,816.29	912,843	177	5,157.31	-40,782	-4.28%	341.02	7.08%	38,837	-79,619	121.60	2.52%
8702028	New Town Primary School	1,071,912	241	4,447.77	1,264,709	272	4,649.67	192,797	17.99%	201.90	4.54%	43,351	149,446	42.52	0.96%
8702031	Churchend Primary Academy	1,641,505	403	4,073.21	1,826,558	416	4,390.77	185,054	11.27%	317.55	7.80%	73,979	111,075	139.72	3.43%
8702035	St Mary and All Saints Church of England Voluntary A	1,307,309	292	4,477.09	1,334,647	279	4,783.68	27,338	2.09%	306.59	6.85%	52,525	-25,187	118.33	2.64%
8702254	New Christ Church Church of England (VA) Primary	871,309	190	4,585.84	864,400	176	4,911.36	-6,909	-0.79%	325.53	7.10%	34,813	-41,722	127.72	2.79%
8703300	St John's Church of England Primary School	1,591,163	407	3,909.49	1,671,249	387	4,318.47	80,085	5.03%	408.98	10.46%	73,211	6,874	219.80	5.62%
8702039	Green Park Village Primary Academy	235,751	35	6,735.75	380,382	66	5,763.37	144,631	61.35%	-972.38	-14.44%	17,988	126,643	-1,244.93	-18.48%
8704000	UTC Reading	1,392,703	236	5,901.28	1,550,238	242	6,405.94	157,535	11.31%	504.66	8.55%	63,131	94,404	243.79	4.13%
8704001	Maiden Erlegh School in Reading	4,930,528	897	5,496.69	5,316,004	891	5,966.33	385,476	7.82%	469.65	8.54%	260,873	124,603	176.86	3.22%
8704002	The WREN School	4,445,025	769	5,780.27	5,206,547	847	6,147.04	761,522	17.13%	366.78	6.35%	241,370	520,152	81.81	1.42%
8704003	Reading Girls' School	2,767,140	461	6,002.47	3,520,718	555	6,343.64	753,577	27.23%	341.16	5.68%	122,064	631,513	121.23	2.02%
8704020	Highdown School and Sixth Form Centre	6,060,398	1,193	5,079.96	6,622,872	1,216	5,446.44	562,474	9.28%	366.48	7.21%	315,883	246,591	106.70	2.10%
8705401	Reading School	3,645,883	722	5,049.70	4,075,486	746	5,463.12	429,603	11.78%	413.42	8.19%	191,171	238,432	157.16	3.11%
8705410	Prospect School	5,335,623	899	5,935.06	5,628,002	885	6,359.32	292,379	5.48%	424.26	7.15%	246,193	46,186	146.08	2.46%
8705413	Kendrick School	2,440,664	484	5,042.69	2,840,569	521	5,452.15	399,905	16.39%	409.45	8.12%	128,154	271,751	163.48	3.24%
8706905	John Madejski Academy	3,145,158	493	6,379.63	3,217,640	474	6,788.27	72,481	2.30%	408.64	6.41%	130,706	-58,225	132.89	2.08%
<b>PRIMARY TOTAL</b>		<b>55,639,368</b>	<b>13,168</b>	<b>4,225.35</b>	<b>59,586,368</b>	<b>13,084</b>	<b>4,554.14</b>	<b>3,947,000</b>	<b>7.09%</b>	<b>328.79</b>	<b>7.78%</b>	<b>2,417,589</b>	<b>1,529,411</b>	<b>144.02</b>	<b>3.41%</b>
<b>SECONDARY TOTAL</b>		<b>38,564,043</b>	<b>6,954</b>	<b>5,545.59</b>	<b>42,858,932</b>	<b>7,206</b>	<b>5,947.67</b>	<b>4,294,889</b>	<b>11.14%</b>	<b>402.08</b>	<b>7.25%</b>	<b>1,911,369</b>	<b>2,383,520</b>	<b>136.83</b>	<b>2.47%</b>
<b>TOTAL ALL SCHOOLS</b>		<b>94,203,411</b>	<b>20,122</b>	<b>4,681.61</b>	<b>102,445,300</b>	<b>20,290</b>	<b>5,049.05</b>	<b>8,241,889</b>	<b>8.75%</b>	<b>367.44</b>	<b>7.85%</b>	<b>4,328,958</b>	<b>3,912,931</b>	<b>154.09</b>	<b>3.29%</b>

This page is intentionally left blank



# Reading Schools' Forum

January 14, 2021

Agenda Item 6

De-Delegations 2021-22

For decision     For discussion     For information

## SUMMARY

This report sets out information on the services to be offered to maintained schools for de-delegation in 2021/22.

## AUTHOR

Claire White, Interim Education & Schools Business Partner

Tel: 0118 937 4161

Email:

[claire.white@brighterfuturesforchildren.org](mailto:claire.white@brighterfuturesforchildren.org)

## VERSION

Version number 1

## DATE

January 14, 2021

## REVIEW DATE

None

---

© Brighter Futures for Children

Brighter Futures for Children  
Civic Offices, Bridge Street,  
Reading RG1 2LU

Company number 11293709

## 1. Recommendations

- 1.1 Primary maintained representatives to agree the de-delegation of Behaviour Services, School Improvement, Union Duties, and General Duties.
- 1.2 Secondary maintained representatives to agree the de-delegation of School Improvement and General Duties.

## 2. Background

- 2.1 There continues to be a limited number of central services that maintained mainstream primary and secondary schools can opt to de-delegate from their formula budget allocation. This decision is made by the relevant members on Schools Forum for their school phase. It is not the same as a buy back which is an individual school decision. Thus the decisions made will apply to all maintained mainstream schools in that phase. This is an annual decision, and decisions made for 2021/22 will be for that year only.
- 2.2 There is no change to the services being offered for de-delegation in 2021/22 which are as follows:
  - Behaviour Support Services.
  - School Improvement.
  - Union Duties.
  - General Duties.
- 2.3 This report sets out what each service covers, the cost, and how this will be de-delegated from each school's budget. This must be a fixed contribution for each service so that funding can be removed from the formula before school budgets are issued.

## 3. Behaviour Support Services

- 3.1. The Behaviour support service is run by Cranbury College. Although now academized and part of a Multi Academy Trust, this service will continue to be provided by Cranbury in 2021/22. Appendix 1 sets out the service offered to primary schools. Secondary schools and academies have the option to purchase support through an individual service level agreement.
- 3.2. The cost of the core service is £176k broken down as follows:

	<b>Cost</b>
Staff Costs	£161,000
Premises Costs	£3,000
Non premises costs	£12,000
<b>Total</b>	<b>£176,000</b>

- 3.3. This will equate to a primary de-delegation of £100.51 per pupil eligible for free school meals.

- 3.4. The Director of Education will meet with Cranbury College three times a year to review the service and the outcomes for children being supported by this service as outlined in the service level agreement between BfC and Maiden Erlegh Trust.

#### 4. School Improvement

- 4.1. Due to significant cuts in previous years relating to The Education Services Grant (ESG), Schools Forum agreed to support School Improvement in raising standards in maintained schools requiring support. Appendix 2 has more information on the type of spend this de-delegation will be used for as well as what the additional central schools services element will be paying for. In addition, there is a separate school improvement grant which covers monitoring of performance and statutory intervention of maintained schools (in the 2020/21 financial year the actual grant allocation for Reading is £127,417, there has been no announcement yet for funding beyond March 2021).
- 4.2. The total amount to be met from maintained schools through de-delegation is £128,000. This will equate to a de-delegation of £12.47 per pupil for both primary and secondary.
- 4.3. The Director of Education will undertake regular monitoring of this service.

#### 5. Union Duties

- 5.1. Successive governments have recognised the importance of good industrial relations and have legislated to provide a statutory basis for facilities time. These provisions are contained within the Employment Relations Act 1999, the Trade Union Labour Relations (Consolidation) Act 1992 and the Safety representatives and Safety Committees Regulations 1997.
- 5.2. Pooled funding is the most effective and efficient arrangement to help the local authority and all schools to meet their statutory obligations on trade union facilities time. It helps maintain a coherent industrial relations environment where issues and concerns, whether individual or collective, can be dealt with efficiently. It provides funding for union representatives to accompany workers to disciplinary or grievance hearings, attend union training, carry out union duties and relevant learning activities, and to carry out health and safety functions.
- 5.3. To cover each of these as the need arises, without the arrangements made possible through a central funding arrangement, would be considerably more costly for schools. This service is also available to academies and free schools via a service level agreement.
- 5.4. The cost of the service is broken down as follows:

Salary costs of representatives	£54,200
Other costs (e.g. supply costs for reps to attend courses)	£3,000
<b>TOTAL COST</b>	<b>£59,200</b>
Less: estimated income from other schools	-£16,000
<b>Total to be met by maintained primary schools</b>	<b>£43,200</b>

- 5.5. The net cost of centrally employing union representatives is estimated at £43,200. This will equate to a primary de-delegation of £4.58 per pupil.

## 6. General Duties

- 6.1. This funding goes towards paying for the statutory duties carried out on behalf of maintained schools that were previously funded by the Education Services Grant. This grant was removed in 2017/18 with the expectation that all maintained schools would now pay for these services from their delegated budgets. The grant was also removed from academy schools, so brings all schools onto the same financial basis.
- 6.2. The services this funding covers includes:
- Central budgeting & accounting functions relating to maintained schools.
  - Financing of maintained schools.
  - Monitoring of compliance with the scheme for financing schools.
  - Functions in relation to schools who do not have financial delegation.
  - Consistent financial reporting.
  - Provision of statutory information to the DfE.
  - Education welfare e.g. monitoring attendance.
- 6.3. This is not all of the statutory services previously funded by the grant, and some are now charged direct to schools through a traded service.
- 6.4. The de-delegation in 2020/21 was for £80,000 and no change is proposed for 2021/22. This equates to a de-delegation of £7.80 per pupil.

## 7. Overall De-Delegations for 2021/22

- 7.1. An overall summary of the de-delegations proposed for 2021/22 (alongside the equivalent amounts for 2020/21) are set out in Table 1, with a breakdown per school provided in Appendix 3. Maintained school representatives are required to take a decision for their own school phase on each service on whether to de-delegate.

**Table 1: Actual De-delegations in 2020/21 and Proposal for 2021/22**

Service	Primary 2020/21	Secondary 2020/21	Primary 2021/22	Secondary 2021/22
Behaviour Support	£176,000 £114.48 per FSM pupil	-	£176,000 £100.51 per FSM pupil	-
Union duties	£43,200 £4.49 per pupil	-	£43,200 £4.58 per pupil	-
School Improvement	£120,000 £12.48 per pupil	£10,000 £12.48 per pupil	£117,600 £12.47 per pupil	£10,400 £12.47 per pupil
General Duties formerly met by the Education Services Grant	£75,000 £7.68 per pupil	£5,000 £7.68 per pupil	£73,600 £7.80 per pupil	£6,400 £7.80 per pupil

- 7.2. Any unspent de-delegated funding remaining at year-end will be reported to the Schools' Forum as part of the year-end report. This funding can be carried forward and used specifically for de-delegated services. Schools' Forum are required to approve any overspend, which would be met from the following year's schools budget allocation.

## 8. Appendices

Appendix 1 – Behaviour Support Services 2021/22

Appendix 2 – School Improvement Service 2021/22

Appendix 3 – Proposed De-delegations per School 2021/22

## Appendix 1 – Behaviour Support Services 2021/22



It was decided at the Schools Forum meeting in January 2017 to fund the Behaviour Support Services provision by de-delegation.

The Schools Forum is being asked to continue with these funding arrangements for Behaviour support for the next financial year.

The de-delegation of funding provides for Behaviour Support for all Primary Schools in RBC who are maintained by the local authority. Academies are able to purchase provision from Cranbury College through an individual service level agreement. This de-delegated fund will continue to allow Cranbury College to deliver a core behaviour support team offer. This core offer is currently for Therapeutic Support plans and HLTA support in the classroom supporting young people and staff.

### **Risk Factors**

Without the de-delegation of funds to Cranbury College, the behaviour support outreach team for Primaries could cease and this could have a devastating impact on reducing exclusions and would lead to further permanent exclusions.

### **College Developments**

The College continues to develop its current offer and there are now additional services available for schools and academies to buy into. This includes Training; Time limited interventions, Nurture Group support, Consultations, Coaching and Mentoring as well as development of our Alternative Provision offer. The college has also developed its outreach further into secondary schools and academies through an online buyback system.

A new delivery and charging model is being developed for when de-delegation funding from Schools Forum is no longer permissible and Cranbury College has been, and will continue to, consult extensively with schools to develop a more responsive, bespoke offering.

### **Schools BST has worked with:**

2015/2016 - 25

2016/2017 - 27

2017/2018 - 29

2018/2019 – 29

2019/2020 – 20\*

### **Case loads - the team have worked with the following numbers of children:**

2015/2016 - 111

2016/2017 - 108

2017/2018 - 128



2018/2019 – 153

2019/2020 – 83\*

\*totals significantly affected by pandemic lockdowns

Loss of this funding would have a significant impact on the client Primary schools and the growing number of their pupils that the Cranbury College Primary Behaviour Support team supports with no viable alternative currently available.

Mandy Wilton

December 2020

## Appendix 2 – School Improvement Service 2021/22

### Funding for School Improvement Projects

	Notes from 2020-21	Notes for 2021-22	De-delegation Maintained Schools £	Central Budget All Schools £
<b>IEB's</b>  <b>Support for governance</b>	<ul style="list-style-type: none"> <li>Supported the governing bodies of 3 schools - Governance reviews</li> <li>NLG intervention and support for 2 schools strengthened governance</li> <li>1 of the schools causing concern achieved Good from Ofsted (June 2020)</li> <li>Provided support for 6 Headteachers regarding governance</li> <li>Contributed senior team time to evening Governor services sessions</li> <li>Provided workshops and or bespoke training for Governors in 10 Schools across all phases</li> </ul>	<ul style="list-style-type: none"> <li>Governance reviews for schools causing concern</li> <li>NLG intervention and support</li> <li>Contingency for IEB if a school falls into special measures or has other significant weaknesses</li> </ul>	£6,000	
<b>Therapeutic thinking</b>	<ul style="list-style-type: none"> <li>30 schools involved in project</li> <li>Training for 49 schools</li> <li>Funded the Y6 transition project for schools to support vulnerable pupils - 26 schools (85 vulnerable pupils)</li> <li>Funded therapeutic refresher courses, drop ins and network meetings for schools requiring advice – 6 drop ins and 6 network meeting in a year</li> <li>On-going programme of clinics, drop ins, training and network meetings supported by senior standards officer, Senior EP and Senior PMHW</li> <li>Ongoing bespoke support, training and advice provided for schools across all phases on demand and at no further cost to schools</li> <li>30+ school consultations</li> </ul>	<ul style="list-style-type: none"> <li>Therapeutic Thinking Approach</li> <li>Keeping up to date with new initiatives and research</li> <li>Training for leaders and school staff</li> <li>Support for outreach work for therapeutic thinking</li> <li>Transition project with Cranbury College</li> </ul>		£15,000

<b>Establish SEN resource provisions</b>	New focus	<ul style="list-style-type: none"> <li>• ASD training</li> <li>• Support for new resource bases</li> <li>• Other training needed by schools</li> </ul>		£12,000
<b>Curriculum – oracy project</b>	<ul style="list-style-type: none"> <li>• 10 schools took part in the project</li> <li>• Training from Voice 21</li> <li>• Impact document produced</li> </ul>	<ul style="list-style-type: none"> <li>• Part fund training</li> <li>• Bespoke support</li> <li>• Training for leaders and staff</li> </ul>		£12,000
<b>Curriculum – reading and writing projects</b>	<p>10 schools involved</p> <p>Support included:</p> <ul style="list-style-type: none"> <li>• Support for leaders</li> <li>• Training</li> <li>• Research focused work</li> </ul>	<ul style="list-style-type: none"> <li>• Research programme to improve provision for teaching reading</li> <li>• Projects to improve outcomes in writing</li> <li>• Training for leaders and staff</li> <li>• Target schools – funding to release staff</li> </ul>		£6,000
<b>Curriculum - maths</b>	<p>10 schools involved</p> <p>Support included:</p> <ul style="list-style-type: none"> <li>• Support for leaders</li> <li>• Training</li> <li>• Research focused work</li> </ul>	<ul style="list-style-type: none"> <li>• Maths support for teachers</li> <li>• Development of leadership in maths</li> <li>• Other training for leaders and staff</li> <li>• Consultancy support for curriculum development (targeted)</li> </ul>		£6,000
<b>Leadership Development</b>	<ul style="list-style-type: none"> <li>• All maintained schools have received support for Ofsted and curriculum development including bespoke training for subject leaders as part of the enhanced SSO offer of teaching and learning reviews</li> <li>• Safeguarding checks for schools expecting Ofsted</li> <li>• On demand support and whole school CPD</li> </ul>	<ul style="list-style-type: none"> <li>• Middle leadership programme</li> <li>• Developing School to School Support and the peer review process</li> <li>• Keeping up to date with new initiatives and research</li> </ul>	£15,000	

	(including recorded content)	<ul style="list-style-type: none"> <li>• Training for leaders and school staff</li> <li>• Ofsted preparation</li> <li>• Leadership and development of the curriculum</li> <li>• Part funding of curriculum conference with Tom Sherrington (April 2021)</li> </ul>		
<b>Curriculum-climate change</b>	<ul style="list-style-type: none"> <li>• Climate change conference - 32 schools attended</li> <li>• The lead practitioner has developed curriculum resources for primary and secondary and shared with schools</li> <li>• 13 out of 20 schools who responded to the survey have started the UN-accredited training</li> <li>• Network meetings established with climate change ambassadors</li> <li>• Renewable energy resources have been purchased and a loan system set up</li> </ul> <p>NB the pandemic has impacted on this work as it is not a priority for schools at the moment</p>	<ul style="list-style-type: none"> <li>• Re-launch/embed the UN training programme</li> <li>• Funding for release time for lead practitioner</li> <li>• Funding for ongoing training and networks</li> <li>• Resources to support curriculum implementation</li> </ul>	£10,000	
<b>Curriculum – support schools to develop and Anti-Racist Curriculum</b>	New initiative	<ul style="list-style-type: none"> <li>• Training (commissioning this from external organisations)</li> <li>• Release time for lead practitioner</li> <li>• Curriculum development – resources</li> <li>• Development work from the strategy</li> </ul>	£15,000	
<b>Active participation programme</b>	New initiative	<ul style="list-style-type: none"> <li>• Get Berkshire Active – sports premium reviews</li> <li>• Resources to support schools</li> </ul>	£5,000	

		<ul style="list-style-type: none"> <li>Target 12 schools</li> </ul>		
<b>Schools in Special Measures (some commissioned role)</b>	Contingency in place for 1 school	<ul style="list-style-type: none"> <li>Funding to support leadership capacity as identified</li> <li>Funding to meet interventions to support rapid improvement</li> </ul>	£40,000	
<b>Schools in Category 3 (RI schools)</b>	<p>Work to support schools included:</p> <ul style="list-style-type: none"> <li>Additional SSO visits to develop leaders</li> <li>Subject leader support/development</li> <li>Curriculum development training</li> <li>T&amp;L reviews</li> <li>Training for governors</li> <li>Specialist advisor support for weak teachers</li> </ul>	<ul style="list-style-type: none"> <li>Additional support to move schools to GOOD</li> <li>Training for leaders and staff – to support rapid improvement</li> <li>Advisor support for struggling teachers</li> <li>Commissioning support for curriculum development (SLE support)</li> </ul>	£20,000	
<b>Schools at Risk</b>	<p>Additional support given to 3 schools (as above)</p> <p>1 school moved to GOOD</p>	<ul style="list-style-type: none"> <li>Additional support provided through advisors and SSOs</li> </ul>	£12,000	
<b>Safeguarding checks</b>	New focus	<ul style="list-style-type: none"> <li>To ensure that robust safeguarding processes are in place</li> <li>Preparation for Ofsted discussions on safeguarding</li> </ul>		£5,000
<b>EYFS support</b>	New initiative	<ul style="list-style-type: none"> <li>Commission support – curriculum development</li> <li>Training – new EYFS framework</li> <li>Improvement work</li> </ul>	£5,000	
<b>Support for New Heads</b>	<ul style="list-style-type: none"> <li>Mentor support for 4 new headteachers (in first or second year of headship)</li> </ul>	<ul style="list-style-type: none"> <li>HT induction programme</li> </ul>		£5,000

	<ul style="list-style-type: none"> <li>• Additional support for acting head</li> <li>• Part funding of induction training and programme</li> </ul>	<ul style="list-style-type: none"> <li>• Headteacher mentors</li> </ul>		
<b>Secure portal to access data and reports</b>	All Schools – subscription for Perspective Lite	<ul style="list-style-type: none"> <li>• Introduction of Perspective, Broadcast and Pendulum to allow all schools to access data and reports (including Notes of Visits and Dashboards) from a one sign in facility</li> </ul>		£12,000
	<b>SUB TOTAL</b>		<b>£128,000</b>	<b>£73,000</b>
	<b>TOTAL</b>		<b>£201,000</b>	

Due to academy conversions, future Ofsted inspections and turnover of Head Teachers, schools will be added or removed and may create different spending patterns.

## Appendix 3 – Proposed De-delegations per School 2021/22

	Pupil Numbers	FSM	Union Duties	School Improvement	Behaviour Support	Sub Total	Stat/Reg Duties	Total
<b>Budget Required</b>			£43,200	£128,000	£176,000	£347,200	£80,000	£427,200
<b>Method</b>			Per Pupil	Per Pupil	FSM		Per Pupil	
<b>Unit Rate - calculated</b>			4.5802	12.4744	100.5140		7.7965	
<b>Unit Rate - rounded</b>			£4.58	£12.47	£100.51		£7.80	
Alfred Sutton Primary School	619	85	2,835	7,719	8,543	19,097	4,828	23,926
Caversham Primary School	414	12	1,896	5,163	1,206	8,265	3,229	11,494
Coley Primary School	222	49	1,017	2,768	4,925	8,710	1,732	10,442
E P Collier Primary School	298	66	1,365	3,716	6,634	11,715	2,324	14,039
Geoffrey Field Junior School	348	112	1,594	4,340	11,257	17,191	2,714	19,905
Geoffrey Field Infant School	265	75	1,214	3,305	7,538	12,057	2,067	14,124
Oxford Road Community School	208	44	953	2,594	4,422	7,969	1,622	9,591
Redlands Primary School	206	27	943	2,569	2,714	6,226	1,607	7,833
The Hill Primary School	406	17	1,859	5,063	1,709	8,631	3,167	11,798
The Ridgeway Primary School	421	122	1,928	5,250	12,262	19,440	3,284	22,724
Park Lane Primary School	406	77	1,859	5,063	7,739	14,662	3,167	17,828
Wilson Primary School	408	60	1,869	5,088	6,031	12,987	3,182	16,169
Emmer Green Primary School	406	14	1,859	5,063	1,407	8,329	3,167	11,496
Southcote Primary School	597	64	2,734	7,445	6,433	16,611	4,657	21,268
St Michael's Primary School	412	109	1,887	5,138	10,956	17,980	3,214	21,194
Moorlands Primary School	363	158	1,663	4,527	15,881	22,070	2,831	24,901
Thameside Primary School	393	86	1,800	4,901	8,644	15,345	3,065	18,410
Katesgrove Primary School	588	77	2,693	7,332	7,739	17,765	4,586	22,351
Caversham Park Primary School	185	16	847	2,307	1,608	4,762	1,443	6,205
Micklands Primary School	372	60	1,704	4,639	6,031	12,373	2,902	15,275
Manor Primary School	267	96	1,223	3,329	9,649	14,201	2,083	16,284
All Saints Church of England Aided Infant School	60	2	275	748	201	1,224	468	1,692
St Anne's Catholic Primary School	181	26	829	2,257	2,613	5,699	1,412	7,111
English Martyrs' Catholic Primary School	404	53	1,850	5,038	5,327	12,215	3,151	15,366
Christ The King Catholic Primary School	308	67	1,411	3,841	6,734	11,986	2,402	14,388
St Martin's Catholic Primary School	156	8	714	1,945	804	3,464	1,217	4,681
Whitley Park Primary and Nursery School	519	169	2,377	6,472	16,986	25,835	4,048	29,883
Blessed Hugh Faringdon Catholic School	829	98		10,338		10,338	6,466	16,804
<b>Total Primary</b>	<b>9,432</b>	<b>1,751</b>	<b>43,199</b>	<b>117,617</b>	<b>175,993</b>	<b>336,809</b>	<b>73,570</b>	<b>410,378</b>
<b>Total Secondary</b>	<b>829</b>	<b>98</b>	<b>0</b>	<b>10,338</b>	<b>0</b>	<b>10,338</b>	<b>6,466</b>	<b>16,804</b>
<b>Total ALL</b>	<b>10,261</b>	<b>1,849</b>	<b>43,199</b>	<b>127,955</b>	<b>175,993</b>	<b>347,146</b>	<b>80,036</b>	<b>427,182</b>







# Reading Schools' Forum

January 14, 2021

Agenda Item 7

Central School Services Block Budget for 2021/22

For decision     For discussion     For information

## SUMMARY

This report sets out the proposed 2021/22 budget for the Central School Services Block of the DSG.

## AUTHOR

Claire White, Schools & DSG Business Partner

Tel: 0118 937 4161

Email:

[claire.white@brighterfuturesforchildren.org](mailto:claire.white@brighterfuturesforchildren.org)

## VERSION

Version number 1

## DATE

January 14, 2021

## REVIEW DATE

None

---

© Brighter Futures for Children

Brighter Futures for Children  
Civic Offices, Bridge Street,  
Reading RG1 2LU

Company number 11293709

## 1. Recommendations

1.1 AGREE: The budget for the Central School Services Block 2021/22 as set out in Table 2.

## 2. Background

2.1 The Central Schools Services Block of the DSG funds services/functions provided by the local authority centrally for all their maintained and academy schools. The 'Schools revenue funding 2021 to 20222 operational guide'<sup>1</sup> sets out what services can be charged to this block and any restrictions. This budget must be agreed by the Schools' Forum on an annual basis.

2.2 This report sets out the 2021/22 funding for the block, and the proposed budget.

## 3. Funding for 2021/22

3.1. The funding for this block comprises of two elements:

- Ongoing responsibilities – functions LAs have a statutory duty to deliver for all pupils in maintained schools and academies.
- Historic commitments – funding that some LAs received prior to 2013/14.

3.2. In 2021/22 funding for ongoing responsibilities has increased nationally by 3.8%. Historic commitment funding is reducing by a further 20%, on top of the 20% reduction made in 2020/21.

3.3. Table 1 summarises the funding for 2021/22 compared to 2020/21.

**Table 1: Central School Services DSG Funding 2020/21 and 2021/22**

	2020/21		2021/22		Change	
		Funding £'000		Funding £'000	£'000	%
Unit of Funding	£33.61		£36.20			
<i>Pupil Numbers</i>	20,049	674	20,215.5	732	58	+8.6%
Historic Commitments		544		435	-109	-20.0%
<b>TOTAL CSSB</b>		<b>1,218</b>		<b>1,167</b>	<b>-51</b>	<b>-4.19%</b>

The central school services block has gone down overall by £0.051m to £1.167m, due to the phasing out of funding for historical commitments. There has been a small inflationary increase for the other services it funds, and a small increase for the teachers' pension grant relating to centrally employed teachers.

<sup>1</sup> <https://www.gov.uk/government/publications/pre-16-schools-funding-local-authority-guidance-for-2021-to-2022>

## 4. Proposals for the 2021/22 Budget

- 4.1. Table 2 sets out the services met from the central school services block, the budget for 2020/21 and the proposed budget for 2021/22. Further details on each service are set out in Appendix 1. In order to balance this block, some of the historical commitment budgets have been reduced in order to reflect the funding reduction; these budgets are contributions towards service costs, so will result in these services either having to fund the reduction from elsewhere or reduce the level of service. For each service, the table indicates which ones have to be agreed by the Schools' Forum.

**Table 2: Central School Services Budget 2020/21 and 2021/22**

SERVICE	2020/21 BUDGET (£'000)	2021/22 BUDGET (£'000)	APPROVAL REQ'D BY SCHOOLS FORUM	RESTRICTIONS
Admissions	215	220	Yes	None
Servicing of Schools' Forum	20	20	Yes	None
Copyright Licences	110	118	No	None
Statutory/Regulatory services e.g. finance	339	339	Yes	None
Prudential Borrowing (historic commitment)	40	40	Yes	Cannot exceed previous budget & no new commitments
Contribution to School Improvement (historic commitment)	71	71	Yes	Cannot exceed previous budget & no new commitments
Contribution to Early Help Services (historic commitment)	175	150	Yes	Cannot exceed previous budget & no new commitments
Contribution to Children's Social Care (historic commitment)	109	109	Yes	Cannot exceed previous budget & no new commitments
Contribution to CLA Education (historic commitment)	139	100	Yes	Cannot exceed previous budget & no new commitments
<b>TOTAL</b>	<b>1,218</b>	<b>1,167</b>		

- 4.2. It is recommended that the Schools' Forum agree the 2021/22 budgets in this block, as set out in Table 2.

## Appendices

Appendix 1 – Central School Services Block Budgets

## Appendix 1 – Central School Services Budgets

### A – Ongoing Duties

#### **Admissions**

This funds the staffing for the statutory admissions service for primary and secondary coordinated admissions and for all in year applications.

#### **Servicing of Schools' Forum**

This relates to Local Authority officer time to research and prepare reports, arrange and attend meetings, plus cost of room hire, contribution to the website for publishing papers etc. The total budget of £20,000 is a contribution towards this cost. Most other local authorities charge significantly more.

#### **Copyright Licences**

The DfE has agreed with various agencies to purchase a single national licence managed by the DfE, which means that local authorities and schools do not need to negotiate individual licences. The DfE recharges the cost to the local authority, who has the option to pay for it out of the central school services budget rather than charge individual schools from their delegated budget. The licences included in this agreement are as follows:

CLA (Copyright Licensing Agency)

SPML (School Printed Music Licence)

NLA (Newspaper Licensing Agency)

ERA (Education Recording Agency)

PVSL (Public Video Screening Licence – Filmbank Distribution Ltd.)

MPLC (Motion Picture Licensing Company)

PPL (Phonographic Performance Ltd.)

PRS (Performing Right Society Ltd.)

MCPS (Mechanical Copyright Protection Society Ltd.)

CCLI (Christian Copyright Licensing International)

#### **Statutory/Regulatory Services**

These services were previously funded through the Education Services Grant, and the funding for them is now included within this block, though based on the new formula (so not like for like). The main services covered are:

- Director of Children's Services and planning for the education service as a whole.
- Revenue budget preparation, monitoring, and year end accounts.
- School formula review and preparation.
- Administration of payments to schools, including SEN & early years.

- External audit relating to education/DSG.
- Provision of information to the DfE e.g. Section 251 returns.
- Standing Advisory Committees for Religious Education (SACREs)
- Education welfare service.

## **B - Historic Commitments**

### **Prudential Borrowing**

“Prudential borrowing” means borrowing money for the purpose of facilitating the modernisation and rationalisation of the school estate, where the revenue savings that will be achieved are equal to or more than the expenditure that will be incurred in borrowing the money.

Historically Reading has included a small ‘notional’ amount within the main schools block for prudential borrowing which reflects the fact that a significant element of the ongoing schools capital programme has historically been and will be funded by borrowing over many years, which represents a significant cost to the Authority. The cost included here will be more than matched by revenue savings and/or offset the opportunity costs accruing from these projects. The charge is very small compared to the annual costs of servicing the debt associated with borrowing costs on major schools capital projects.

### **School Improvement**

This has been used to support schools with significant issues regarding standards to support additional staffing. It also supports additional staffing costs if schools require greater leadership capacity. This funding helps to support head teachers new to the post and those new to Reading. This fund is connected to the de-delegation element and a detailed schedule is provided as an appendix to the de-delegation report.

### **Early Help Services**

This contribution goes towards a range of Early Help services (which includes, notably family support, mental health, youth, EWOs, EPs, Troubled Families, TP, YOS, drug & alcohol) which the vast majority of schools in the borough access.

### **Children’s Social Care & Children Looked After**

This contribution goes toward children’s safeguarding more generally including the Multi Agency Safeguarding Hub, as well as funding for the Virtual School for looked after Children.

This page is intentionally left blank



# Reading Schools' Forum

January 14, 2021

Agenda Item 8

Dedicated Schools Grant (DSG)  
Budget Monitoring 2020/21

For decision

For discussion

For information

## SUMMARY

This report sets out the current position (month 9) of the DSG budget for 2020/21 and outlines the variances and impact on the deficit recovery plan.

## AUTHOR

Claire White, Schools & DSG  
Business Partner

Tel: 0118 937 4161

Email:

claire.white@brighterfuturesforchildren.org

## VERSION

Version number 1

## DATE

January 14, 2021

## REVIEW DATE

None

---

© Brighter Futures for Children

Brighter Futures for Children  
Civic Offices, Bridge Street,  
Reading RG1 2LU

Company number 11293709

## 1. Recommendations

- 1.1 NOTE: The current overall DSG allocation and budget position for 2020/21.
- 1.2 NOTE: The current position within each funding block and impact on the deficit recovery plan.

## 2. Background

- 2.1 The Dedicated Schools Grant (DSG) is a ring fenced specific grant and can only be used in support of the schools' budget and spent on school/pupil activity as defined by the School and Early Years Finance (England) Regulations (2020).
- 2.2 The DSG is split between four different funding blocks - schools, central school services, early years, and high needs. Each Council's allocation is largely based upon actual pupil numbers from the October pupil count proceeding the actual financial year. Although separate allocations are received for each block, transfers are allowed between blocks but subject to certain restrictions.
- 2.3 Most of the grant is allocated to schools – the Individual School's Budget (ISB) or delegated budget – this is mainly formula driven; the remainder is the Centrally Retained School's Budget – the non-delegated budget.
- 2.4 Overspends on the DSG are carried forward and are a first call on the following year's allocation of DSG. Underspends on the DSG are carried forward to support the future year's school's budget.
- 2.5 The Authority must ensure that DSG is correctly spent and has to report the outturn position to inform the impact upon the following year's budget position. The budget monitoring of the Authority distinguishes between how services are funded, namely by DSG or by the Local Authority.
- 2.6 The LA receives its DSG allocation gross (including allocations relating to academies and post 16 provision), and then the Education & Skills Funding Agency (ESFA) recoups the actual budget for these settings to pay them direct, leaving a net or LA allocation.

## 3. DSG Allocation 2020/21

- 3.1. The DSG allocation received by the LA will change during the year. Table 1 shows the original estimate made by the LA and the current position, as last notified by the ESFA in November 2020. Further details are contained in Appendix 1. Changes to the allocation could impact on the overall budget position.
- 3.2. The allocations shown in the table are prior to any transfers between blocks. For the 2020/21 budget the Schools' Forum has agreed a transfer of £350k from the schools' block to the high needs block.
- 3.3. Overall there has been an increase of £586k to the current year allocation, which is explained in the paragraphs below (there has been no change since the month 6 report).



Table 1: RBC's original and revised (current) DSG allocations for 2020-21

BLOCK	ORIGINAL ESTIMATED DSG ALLOCATION 2020/21			REVISED DSG ALLOCATION 2020/21			CHANGE (£m)
	Gross DSG Allocations (£m)	Less Recoupment relating to Academies/ Post 16 (£m)	Total LA DSG Allocations (£m)	Gross DSG Allocations (£m)	Less Recoupment relating to Academies/ Post 16 (£m)	Total LA DSG Allocations (£m)	Total DSG (£m) Available
Schools Block	95.536	-49.165	46.371	95.536	-49.165	46.371	0
Central Schools Block	1.218		1.218	1.218		1.218	0
Early Years Block	12.638		12.638	12.832		12.832	0.194
High Needs Block	22.472	-4.162	18.310	22.395	-3.829	18.566	0.256
<b>Total</b>	<b>131.864</b>	<b>-53.327</b>	<b>78.537</b>	<b>131.981</b>	<b>-52.994</b>	<b>78.987</b>	<b>0.450</b>
19/20 Early Years adj.						0.136	0.136
<b>Total Available</b>						<b>79.123</b>	<b>0.586</b>

3.4. The main changes that may occur and need to be monitored during the year are as follows:

- Reductions in the schools' block funding due to any academy conversions. This is because funding is paid direct to these schools by the ESFA, though this has no impact on the LA budget, as expenditure is reduced accordingly. Currently, there are no mainstream academy conversions in process, so the budget remains the same.
- High needs block funding was adjusted in July due to the import/export adjustment: this is where there has been a change to the number of Reading pupils placed in settings outside Reading or a change in the number of pupils from other LAs attending settings in Reading. This is because the LA where the setting is located is responsible for the place funding, so this adjustment ensures any changes in pupil numbers transferring between LAs are properly funded. Overall, this has resulted in a reduction in funding of £78k, as the number of pupils placed outside of Reading has increased by 10. High needs funding has also been adjusted for the conversion of Cranbury College to an Academy. When the budget was set it was assumed the conversion would take place on 1<sup>st</sup> April; it was on 1<sup>st</sup> August, so £334k has been added back to the budget to reflect this. There should not be any further changes to this block this year.
- The latest information is that early years funding will (for this year only) be based 9/12 on the January 2020 census, and 3/12 on the January 2021 census due to Covid-19 (the usual split is 5/12 and 7/12). Our original budget used January 2020 census estimates and has been amended to reflect the January 2020 census actuals

confirmed in July, which uplifted our allocation by £194k. This is required for payments to providers. The final adjustment for 2019/20 was also made in July; this has added £136k to the current year allocation (no provision for this was made in the 2019/20 accounts as the estimate at that time was relatively low).

#### 4. DSG Budget 2020/21 Month 9 Overall Position

- 4.1. Appendix 2 contains the 2020/21 budget and current (month 9) forecasts. This is split between the four funding blocks, and broken down by the main reporting lines for the DSG. Appendix 3 contains brief notes on what is included in each line of the budget report.
- 4.2. Table 2 summarises the current budget and forecast per block. Note that the DSG allocation includes an additional net £0.322m which is ring fenced deficits/surpluses brought forward from 2019/20 and being utilised in 2020/21 (for growth fund, central schools block, and early years).

**Table 2: Summary Budget and Forecast 2020/21**

	ORIGINAL BUDGET (£m)	VIREMENTS £m	CURRENT BUDGET (£m)	FORECAST as at MONTH 8 (£m)	VARIANCE as at MONTH 8 (£m)
Schools Block	46.011	-0.087	45.924	45.302	-0.622
Central Schools Block	1.218	0.039	1.257	1.257	0
Early Years Block	13.109	0.239	13.348	13.150	-0.198
High Needs Block	18.356	0.333	18.689	19.118	0.429
Repayment of Deficit	2.477	-0.387	2.090	2.090	0
<b>Sub Total – Net Expenditure</b>	<b>81.171</b>	<b>0.137</b>	<b>81.308</b>	<b>80.917</b>	<b>-0.391</b>
DSG Allocation	78.997	0.524	79.521	79.444	-0.077
<b>Balance Over/(Under) Allocated</b>	<b>2.174</b>	<b>-0.387</b>	<b>1.787</b>	<b>1.473</b>	<b>-0.314</b>

- 4.3. There has been very little change in the overall position since the last report in December 2019. The deficit forecast for the end of the financial year is now £1.473m (£1.477m was reported at the last meeting) compared to the original budget of £2.174m and revised budget of £1.787m. The variances from the original budget are summarised as follows:

Reduction in deficit amount to be repaid from 2019/20	-£387,140
School formula - business rates	£1,057
Growth fund	-£622,723
Early year's contingency not yet utilised	-£197,978
Reduction in HNB grant due to import/export adjustment	£77,487
Place funding met by 6 <sup>th</sup> form grant	-£32,598
High Needs top-up funding	£461,003
Other DSG funding adjustments (roundings across all blocks)	- £58
<b>TOTAL</b>	<b>-£700,950</b>

- 4.4. Note that because many of these underspends are ringfenced and required for future commitments, this does not mean that the overall deficit has reduced by this amount. The following paragraphs provide more details on the variances.

## 5. Variances, Current Risks & Emerging Issues

### 5.1. Repayment of Deficit

The end of year position in 2019/20 was more favourable than when the current year budget was planned and set, so the deficit to be repaid has reduced by £387k to £2.090m.

### 5.2. Schools Block

- There would only be a variance on maintained primary and secondary school delegated budget allocations due to business rate revaluations or where actual business rates bills vary from the initial school formula allocation. This is due to schools being funded for their business rates like for like. The difference for business rates is currently only £1k.
- The Growth Fund will underspend (as planned), with the surplus funding currently estimated at £623k required to be carried forward towards paying for additional secondary bulge classes in 2021/22 and beyond.

### 5.3. Central Schools Services Block

- Most of the central school services budgets are agreed contributions towards the full cost of a service and the majority will not therefore have a variance. There will be no variance on copyright licences, as this is a national contract agreed in advance. The underspend brought forward from last year of £39k is likely to be required in year.

### 5.4. Early Years Block

- The majority of Early Years Funding (95%) is relating to the free early year's entitlement for 2, 3 and 4 year olds. The budget is based on the hours funded in the previous financial year at the set hourly rates. The DSG funding due to be received is based on an average of the January 2020 and 2021 census numbers, so in theory, as expenditure is based on the actual uptake of entitlement for each term, any increase or decrease in numbers during the year should be funded if the January census represents the average for the year. Funding is increased or clawed back (by the ESFA) in the following year if there has been an under or over allocation.
- However, for 2020/21, only 3/12 of the funding will be based on the January 2021 census. This is because LAs were encouraged to fund providers in the Autumn term using the previous Autumn numbers if take up of places was significantly lower. We have funded providers on the October 2020 headcount/census but used the 2019 hours of provision if this is higher. The additional "sufficiency" payments to providers totalled £642k. Two thirds of this payment was offset by the guaranteed funding based on the January 2020 census, with the remainder to be met from contingency.

- The Government stated before Christmas that the Spring funding will be based on the January 2021 census, and if numbers significantly increase later in the term, exceptional funding can be applied for. However, given the current situation with Covid-19 there has been no indication yet whether there will be any protection to funding if the January 2021 census is significantly lower than normal (i.e. whether it will be based on January 2020 census instead).
- The contingency budget is £412k (originally set at £367k but added to by carry forward from 2019/20), and the current forecast is that there is £198k remaining. Although some of this budget could be used for further sufficiency payments to providers in the Spring term it would not be at the same level as the Autumn payments. Note that the contingency can only be used to fund providers through the early years formula as already set and cannot be used to increase the hourly rates or to change the formula after these have been set for the year.
- Other budgets that pay for central spend are mainly contributions as agreed at budget setting.

#### 5.5. High Needs Block

- Annual expenditure in the HNB is now largely being contained within its annual DSG allocation, and the overall deficit is slowly reducing, so the focus is to continue to drive average costs of placements down in order to repay the deficit.
- Approximately 85% of the high needs block budget is payments for statutory top up fees for pupils/students with Education Health and Care Plans (EHCPs). This is the area of highest risk due to the unpredictability of the number and level (cost) of plans. It is the continued growth in both the number and cost of these plans that has led to the DSG deficit. Table 3 shows the rising trend in the number of EHCPs. Data as at January in each year is used being mid-way through an academic year and is what the ESFA use for data comparisons. The current number of EHCPs (December 2020) is 1,462, an increase of 71 since January 2020.

**Table 3: Numbers of EHCPs**

Date	Actual Total Number	Annual Yr on Yr Increase
15/16: January 2016	1,002	43
16/17: January 2017	1,066	64
17/18: January 2018	1,175	109
18/19: January 2019	1,276	101
19/20: January 2020	1,391	115

- The top up budget for 2020/21 was set based on the number and cost of top ups as at February 2020 and predicted increase (note that not all EHCPs result in a top up payment which is why the top up numbers are lower). The budget and the current top up forecasts (cost and number of placements) are shown in Table 4. The current

forecast is £16.003m, which is £461k over budget, although the individual variances by type of placement are quite large. The overall numbers of placements are currently 42 over budget.

**Table 4: Top Up Budgets and Current Forecasts 2020/21**

Placement Type	BUDGET £ 2020/21	CURRENT FORECAST FOR 2020/21	Variance	BUDGET Numbers 2020/21	CURRENT ACTUAL FOR 2020/21	Variance	BUDGET AVERAGE Cost per place	CURRENT AVERAGE Cost per place	Variance
Special Schools	8,394,258	8,108,351	-285,907	462	430	-32	18,169	18,857	687
Resource Provision	514,558	637,314	122,756	84	98	14	6,126	6,503	378
Mainstream	1,950,140	2,048,099	97,959	417	432	15	4,677	4,741	64
Nursery	92,102	63,459	-28,643	13	5	-8	7,085	12,692	5,607
NMSS & Independent	2,204,158	2,578,178	374,020	47	61	14	46,897	42,265	-4,632
Further Education	916,690	862,816	-53,874	107	134	27	8,567	6,439	-2,128
Pupil Referral Units	859,867	915,358	55,491	12	13	1			
Hospital	175,450	175,450	0						
Other Alternative Provision	434,972	614,178	179,206	38	49	11	11,447	12,534	1,088
<b>TOTAL</b>	<b>15,542,196</b>	<b>16,003,203</b>	<b>461,007</b>	<b>1,180</b>	<b>1,222</b>	<b>42</b>	<b>13,171</b>	<b>13,096</b>	<b>-75</b>

\* PRU/Hospital costs will relate to all pupils placed in these provisions (e.g. costs include excluded pupils *without* an EHCP who are not included in the numbers above).


- These figures include the increases in top up fees to be paid to Reading schools from September 2020 from which an overspend was expected. However, the larger than expected overspend is down to several new expensive placements in Independent schools which could not be avoided. Note that the forecast for other alternative provision assumes current placements will remain to the end of the year, but for many this is short term whilst a permanent placement is found. The overall position still compares extremely favourably to neighbouring local authorities where significant in year deficits to their high needs blocks are emerging.
- The Inclusion Fund provides additional funding to mainstream schools with a high percentage of pupils with EHCPs compared to our statistical neighbour average. £350,000 has been transferred from the Schools Block to the High Needs block to pay for this. Based on the current numbers of EHCPs in mainstream, the increase since the Spring term would have meant a significant overspend using the original criteria. Therefore, the qualifying percentage has been increased in order to keep within budget, so some schools have received lower payments from this fund than would have been expected.
- There is a small saving of £32k in place funding, which is 6<sup>th</sup> form grant received to offset the payments made to Cranbury for their post 16 places at £10k per place. The current estimate of this grant for the current year is greater than budgeted.

## 6. DSG Deficit Recovery Plan

6.1. Since 2018/19, the high needs block deficit has been reducing, despite the continuing pressure of increasing numbers of EHCPs. Transfers between blocks including using

underspend from other blocks in previous years has helped bring the deficit in the high needs block down, from its peak of £3.4m overspend at the end of 2016/17. Last year's plan assumed a closing deficit of £2.098m in 2019/20, and the recovery of the deficit to have been achieved by the end of 2022/23. The actual closing deficit last year was £2.090m

- 6.2. The main elements of the recovery plan are as follows:
- The largest individual top up costs are in specialist placements out of county, particularly non maintained and independent providers. Part of the strategy is to invest in more local provision to avoid having to seek more expensive out of county placements for the growing numbers of pupil's requiring support. New resource unit places are being developed locally, and a new special school to be located in Wokingham is being built.
  - Inclusion of high needs pupils in mainstream schools to avoid being placed in more expensive specialist provision. As part of this, additional funding for schools with a higher than average percentage of pupils with EHCPs was introduced in September 2018. In 2020/21 this cost is being met by a top slice from the schools' block DSG.
  - The LA has also invested some funds to improve the SEND commissioning element that review SEND placements/contracts.
  - The increase in allocation of the HNB DSG by approximately £2.0m in 2020/21, and in the following two years.
- 6.3. The DSG conditions of grant for 2020/21 have changed and now states that any LA with an overall deficit on its DSG account at the end of 2019/20, or whose DSG surplus has substantially reduced during the year, must be able to present a plan to the DfE for managing their future DSG spend. The plan should be shown to the local Schools' Forum and should be kept regularly updated throughout the year to reflect the most recent forecast position and be viewed as an on-going live document. We have been presenting and updating the plan for Schools' Forum as part of budget monitoring for the last two years, so this is nothing new for Reading. We also met with the DfE in June 2020, who were satisfied with our plan and progress made.
- 6.4. In order to support LAs, the DfE has produced a template as a planning tool and which can be used for presenting the plan at Schools' Forum. This includes some extra detail not previously brought to the Forum which will be collated and included in the next refresh of the plan. In the meantime, Appendix 4 provides information on the current plan, and paragraph 5.5 of this report provided details of the top up forecasts which are the main component of the plan.
- 6.5. The current forecast is that the high needs deficit will increase by £203k at the end of 2020/21, and the end of year carry forward will be £2.293m. The plan with the input of these projections shows that recovery of the deficit will happen in 2023/24, though this is now unlikely. Recovery would be very much dependent on the future high needs DSG allocations continuing to rise significantly each year, and that numbers of EHCPs do not significantly increase above the trend included in the plan. The plan will be refreshed for



2021/22 using current data and trends and a draft will be brought to the next meeting of the Schools' Forum alongside the high needs budget for 2021/22.

## 7. Appendices

Appendix 1 – DSG Allocation 2020/21

Appendix 2 – Summary DSG Budget and Forecast 2020/21 as at 31 December

Appendix 3 – Additional Information per Service for Appendix 2 table

Appendix 4 – Deficit Recovery Plan – as at December 2020

## Appendix 1 – DSG Allocation 2020/21

	December 2019 DfE Notification		LA Estimate for Budget		July Update	
<b>Schools Block</b>						
Pupil Numbers Primary	13,096.5		13,096.5		13,096.5	
Rate	£4,172.37		£4,172.37		£4,172.37	
Allocation		£54,643,444		£54,643,444		£54,643,444
Pupil Numbers Secondary	6,952.5		6,952.5		6,952.5	
Rate	£5,503.69		£5,503.69		£5,503.69	
Allocation		£38,264,405		£38,264,405		£38,264,405
Growth Funding		£1,345,264		£1,345,264		£1,345,264
Premises & Mobility Funding		£1,283,373		£1,283,373		£1,283,373
actual funding rounding adjustment		£1		£35		£1
<b>Gross Allocation</b>		<b>£95,536,486</b>		<b>£95,536,520</b>		<b>£95,536,486</b>
Academy Recoupment				-£49,165,490		-£49,165,490
<b>Schools Block Net Total</b>		<b>£95,536,486</b>		<b>£46,371,030</b>		<b>£46,370,996</b>
<b>Central School Services Block</b>						
Pupil Numbers	20,049.0		20,049.0		20,049.0	
Rate	£33.61		£33.61		£33.61	
Allocation		£673,847		£673,847		£673,847
Historic Commitments		£544,000		£544,000		£544,000
actual funding rounding adjustment				£53		
<b>Central School Services Block Net Total</b>		<b>£1,217,847</b>		<b>£1,217,900</b>		<b>£1,217,847</b>
<b>High Needs Block</b>						
Formula		£22,778,471		£22,778,471		£22,778,471
Hospital Funding		£197,435		£197,435		£197,435
Additional Allocation						
Pupil Numbers - Special Schools	287.0		287.0		287.0	
Pupil Numbers - Alternative Provision	35.0		35.0		35.0	
Rate	£4,213.00		£4,213.00		£4,212.86	
Allocation		£1,356,586		£1,356,586		£1,356,541
Import/Export Adjustment	-313		-313		-323	
Rate	£6,000.00		£6,000.00		£6,000.00	
Allocation		-£1,878,000		-£1,878,000		-£1,938,000
Additional funding for Special Free Schools		£17,553		£17,553		£0
actual funding rounding adjustment		-£45		-£45		
<b>Gross Allocation</b>		<b>£22,472,000</b>		<b>£22,472,000</b>		<b>£22,394,447</b>
Recoupment - academy high needs places		-£2,514,000		-£4,162,200		-£3,828,834
<b>High Needs Block Net Total</b>		<b>£19,958,000</b>		<b>£18,309,800</b>		<b>£18,565,613</b>
<b>Early Years Block</b>						
	(Jan '19 census)		(Jan '20 census)		(Jan '20 census)	
3 & 4 year olds Universal - Schools	1,321.6		1,369.2		1,369.2	
3 & 4 year olds Universal - PVI	1,463.0		1,510.0		1,550.2	
3 & 4 year olds Additional - Schools	268.8		270.4		262.6	
3 & 4 year olds Additional - PVI	619.2		590.0		603.9	
Total	3,673		3,740		3,786	
Rate	£5.22		£5.22		£5.22	
Allocation		£10,927,454		£11,126,806		£11,264,507
2 year olds - schools	60.0		72.0		72.0	
2 year olds - PVI	325.2		270.0		279.7	
Total	385.2		342.0		351.7	
Rate	£5.82		£5.82		£5.82	
Allocation		£1,277,862		£1,134,551		£1,166,829
PPG - schools	191.0		204.6		205.6	
PPG - PVI	144.0		127.0		135.8	
Total	335.0		331.6		341.4	
Rate	£0.53		£0.53		£0.53	
Allocation		£101,204		£100,176		£103,125
DAF - eligible pupils	60.0		26.0		60.0	
Rate	£615.00		£615.00		£615.00	
Allocation		£36,900		£15,990		£36,900
Maintained Nursery Grant		£251,535		£260,276		£260,276
actual funding rounding adjustment		£87		£1		£2
<b>Early Years Block Net Total</b>		<b>£12,595,042</b>		<b>£12,637,800</b>		<b>£12,831,639</b>
<b>SUMMARY GROSS IN YEAR ALLOCATION</b>						
Schools Block		95,536,486		95,536,520		95,536,486
Central School Services Block		1,217,847		1,217,900		1,217,847
High Needs Block		22,472,000		22,472,000		22,394,447
Early Years Block		12,595,042		12,637,800		12,831,639
<b>TOTAL GROSS DSG ALLOCATION IN YEAR</b>		<b>£131,821,375</b>		<b>£131,864,220</b>		<b>£131,980,420</b>
<b>SUMMARY NET IN YEAR ALLOCATION</b>						
Schools Block		£95,536,486		£46,371,030		£46,370,996
Central School Services Block		£1,217,847		£1,217,900		£1,217,847
High Needs Block		£19,958,000		£18,309,800		£18,565,613
Early Years Block		£12,595,042		£12,637,800		£12,831,639
<b>TOTAL NET DSG ALLOCATION IN YEAR</b>		<b>£129,307,375</b>		<b>£78,536,530</b>		<b>£78,986,096</b>



## Appendix 2 – Summary DSG Budget and Forecast 2020/21 as at 31 December

Line Ref.	Description	Original Budget £m	Virements £m	Current Budget £m	Forecast £m	Variance £m
<b>Schools Block</b>						
1	Individual Schools Budget - Maintained Schools	44.325	0.003	44.328	44.329	0.001
2	Growth Fund	1.257	-0.090	1.167	0.544	-0.623
3	Behaviour Support Services (de-delegation)	0.176	0.000	0.176	0.176	-0.000
4	Staff costs supply cover (trade unions) (de-delegation)	0.043	0.000	0.043	0.043	0.000
5	School Improvement (de-delegation)	0.130	0.000	0.130	0.130	0.000
6	Statutory/regulatory Duties (ESG) (de-delegation)	0.080	0.000	0.080	0.080	0.000
<b>7</b>	<b>Sub Total Schools Block Net Expenditure</b>	<b>46.011</b>	<b>-0.087</b>	<b>45.924</b>	<b>45.302</b>	<b>-0.622</b>
<b>8</b>	<b>Schools Block DSG Allocation</b>	<b>46.011</b>	<b>-0.087</b>	<b>45.924</b>	<b>45.924</b>	<b>0.000</b>
<b>9</b>	<b>Balance Over / (Under) Allocated</b>	<b>0.000</b>	<b>-0.000</b>	<b>0.000</b>	<b>-0.622</b>	<b>-0.622</b>
<b>Central Schools Services Block</b>						
10	Contribution to combined budgets	0.494	0.000	0.494	0.494	0.000
11	School admissions	0.215	0.000	0.215	0.215	0.000
12	Servicing of schools forum	0.020	0.000	0.020	0.020	0.000
13	Prudential borrowing costs	0.040	0.000	0.040	0.040	0.000
14	Other Items (copyright licences)	0.111	0.000	0.111	0.110	-0.000
15	Statutory/regulatory Duties (ESG)	0.338	0.039	0.378	0.378	0.000
<b>16</b>	<b>Sub Total Central School Services Block Net Expenditure</b>	<b>1.218</b>	<b>0.039</b>	<b>1.257</b>	<b>1.257</b>	<b>-0.000</b>
<b>17</b>	<b>Central School Services Block DSG Allocation</b>	<b>1.218</b>	<b>0.039</b>	<b>1.257</b>	<b>1.257</b>	<b>0.000</b>
<b>18</b>	<b>Balance Over / (Under) Allocated</b>	<b>0.000</b>	<b>-0.000</b>	<b>0.000</b>	<b>-0.000</b>	<b>-0.000</b>
<b>Early Years Block</b>						
19	Early Years Funding (free entitlement)	12.425	0.239	12.664	12.466	-0.198
20	Support for inclusion	0.100	0.000	0.100	0.100	0.000
21	SEN support services (Portage/Dingley)	0.198	0.000	0.198	0.198	0.000
22	Central expenditure on early years entitlement	0.385	0.000	0.385	0.385	0.000
<b>23</b>	<b>Sub Total Early Years Block Net Expenditure</b>	<b>13.109</b>	<b>0.239</b>	<b>13.348</b>	<b>13.150</b>	<b>-0.198</b>
<b>24</b>	<b>Early Years Block DSG Allocation</b>	<b>13.109</b>	<b>0.239</b>	<b>13.348</b>	<b>13.348</b>	<b>0.000</b>
<b>25</b>	<b>Balance Over / (Under) Allocated</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>-0.198</b>	<b>-0.198</b>
<b>High Needs Block</b>						
26	SEN placements - Maintained Schools (first £10k/£6k place funding)	0.974	0.333	1.307	1.274	-0.033
27	Top up funding - Special Schools & PRU	9.254	0.000	9.254	9.024	-0.230
28	Top up funding - Resource Units	0.514	0.000	0.514	0.637	0.123
29	Top up funding - Mainstream	1.950	0.000	1.950	2.048	0.098
30	Top up funding - Nursery	0.092	0.000	0.092	0.063	-0.029
31	Top up funding - FE Colleges	0.917	0.000	0.917	0.863	-0.054
32	Top up and other funding - non maintained & independent providers	2.639	0.000	2.639	3.192	0.553
33	Additional high needs targeted funding (Inclusion Fund)	0.350	0.000	0.350	0.350	0.000
34	SEN support services	0.572	0.000	0.572	0.572	0.000
35	Hospital education services	0.175	0.000	0.175	0.175	0.000
36	Support for inclusion	0.425	0.000	0.425	0.425	0.000
37	Therapies and other health related services	0.395	0.000	0.395	0.395	0.000
38	SEN Transport	0.100	0.000	0.100	0.100	0.000
39	Repayment of DSG deficit from previous year	2.478	-0.387	2.090	2.090	-0.000
<b>40</b>	<b>Sub Total High Needs Block Net Expenditure</b>	<b>20.834</b>	<b>-0.054</b>	<b>20.780</b>	<b>21.209</b>	<b>0.428</b>
<b>41</b>	<b>High Needs Block DSG Allocation</b>	<b>18.660</b>	<b>0.333</b>	<b>18.993</b>	<b>18.916</b>	<b>-0.077</b>
<b>42</b>	<b>Balance Over / (Under) Allocated</b>	<b>2.174</b>	<b>-0.387</b>	<b>1.787</b>	<b>2.293</b>	<b>0.506</b>
<b>43</b>	<b>Total All Blocks Net Expenditure</b>	<b>81.171</b>	<b>0.137</b>	<b>81.309</b>	<b>80.917</b>	<b>-0.391</b>
<b>44</b>	<b>Total DSG Allocation Available</b>	<b>78.997</b>	<b>0.524</b>	<b>79.522</b>	<b>79.444</b>	<b>-0.077</b>
<b>45</b>	<b>Balance - Deficit / (surplus) In Year</b>	<b>2.174</b>	<b>-0.387</b>	<b>1.787</b>	<b>1.473</b>	<b>-0.314</b>
<b>Memorandum - Budgets Recouped from Gross DSG Allocation</b>						
46	Individual Schools Budget - Academies	49.450	0.000	49.450	49.450	0.000
47	SEN placements - Academies & Post 16	4.162	-0.333	3.829	3.829	0.000
<b>48</b>	<b>Total DSG Recouped</b>	<b>53.612</b>	<b>-0.333</b>	<b>53.279</b>	<b>53.279</b>	<b>0.000</b>
<b>49</b>	<b>Gross DSG Expenditure including Recoupment</b>	<b>134.783</b>	<b>-0.196</b>	<b>134.588</b>	<b>134.196</b>	<b>-0.391</b>

## Appendix 3 – Additional Information for Appendix 2 Table

### **SCHOOLS BLOCK**

Line 1 - Individual School Budget – Schools formula budget for maintained Primary's and Secondary's.

Line 2 - Growth fund - The growth fund budget is for new/growing schools or bulge classes in response to basic need and is allocated to schools from the autumn term based on the criteria set by Schools' Forum.

DE-DELEGATIONS – Maintained Primary or/and Secondary Schools Only:

Line 3 - Behaviour Support Services – Passported to Cranbury College to supply this service.

Line 4 - Staff Costs to Supply Union Cover – Pays for Union support and supply cover for staff engaging in union duties.

Line 5 - School Improvement – To fund staff and Projects within the service.

Line 6 – Statutory/regulatory duties - formally known as the Education Services Grant, for statutory duties carried out by the LA on behalf of all maintained schools such as internal audit, year-end accounts, central reporting, monitoring compliance with scheme for financing schools.

### **CENTRAL SCHOOLS SERVICES BLOCK**

Line 10 - Combined Budgets - covers contribution towards Commissioning, school improvement advisors, MASH (Multi Agency Safeguarding Hub), virtual school for looked after children, Early Help – children action teams that covers family workers, Welfare, CAMHs and Education Psychology.

Line 11 - School Admissions – contribution towards the statutory admissions service for all Reading Schools.

Line 12 - Servicing of Schools Forum – contribution towards officer time for preparation of reports and attendance at meetings; cost of room hire; arranging meetings, minute taking, web site.

Line 13 - Prudential Borrowing costs – Borrowing costs for schools capital programme has historically been and will be funded by borrowing over many years. This is a small contribution to the overall borrowing costs.

Line 14 – Other Items – Copyright licences – national contract, purchased on behalf of all schools.

Line 15 – Statutory/regulatory duties - formally known as the Education Services Grant, for duties carried out by the LA for all schools, including academies. Includes DSG budgets, school funding formula, payments to schools, statutory returns, education welfare, asset management.

### **EARLY YEARS BLOCK**

Line 19 - Early Years formula funding – 2, 3 & 4 year old free entitlement funding including deprivation and early Years pupil premium and other early years grants relating to maintained nurseries and disability.

Line 20 - Support for Inclusion – Early Years Cluster funding and central staffing in Education department. Supports inclusion of children in early year's settings, supporting inclusive practices and resources that enable young children with SEND to have their needs met in these settings. There is also a contribution from the high needs block (in line 37).

Line 21 - SEN Support Services – portage and contribution to Dingley.

Line 22 - Central Expenditure on Children under 5 – Early Years Team Staff including compliance, data, sufficiency and performance.

### **HIGH NEEDS BLOCK**

Line 26 - SEN Placements – Place funding for pre 16 maintained Resource units (first £6k), maintained special Schools (first £10k), and Cranbury College up to the date they became an academy.

Line 27 to 30 - Top-up funding for schools - EHCP top-ups for nursery, primary, secondary, special and alternative provisions within any LA that has a Reading financial responsibility for the EHCP. This also includes Pupils without EHCPs in Pupil referral units

Line 31 - Top-up funding for FE Colleges - EHCP top-ups for students in further education colleges.

Line 32 - Top-up funding and other funding – non maintained and Independents - EHCP Top-ups for Independent and non-maintained special schools, and placements in other alternative private provision for pupils with or without a EHCP.

Line 33 – Additional High Needs Targeted Funding (Inclusion Fund) – financial support to schools with a higher than average number of pupils with EHCPs.

Line 34 - SEN Support Services – This includes Sensory Consortium (joint arrangement with other Berkshire LAs), virtual school, and ASD Outreach commissioned to Christ The King School.

Line 35 - Hospital Education Services – This includes Hospital Education unit at Royal Berkshire Hospital and Education for Pupils in Tier 4 CAMHS specialist independent mental health hospital provision which is commissioned by NHS England

Line 36 - Support for Inclusion – Funding for hard to place pupils (through Inclusion panel & Therapeutic Thinking approach), and central staffing (2 posts) in Education department, one for statutory functions including monitoring exclusions and one for ASD advisory support. The final year's payment to Manor School for the inclusion project, a contribution to the early years inclusion panel, plus early years place funding at Snowflakes.

Line 37 - Therapies and other Health Related services – Contribution towards Speech and Language, Occupational and Physio therapy. Jointly funded with the Clinical Commissioning Group.

Line 38 - SEN Transport – Contributions to SEN School Travel

Line 39 – Repayment of deficit – All of the 2019/20 deficit related to the high needs block, and this is a first call on the 2020/21 resources.

### **RECOUPMENT**

Line 46 – Individual School Budget – School formula budgets recouped for academies.

Line 47 - SEN Placements – Placement funding recouped for academy resource unit places (£6k) and special school places (£10k), and Cranbury College from the date they became an academy.

## Appendix 4 – Deficit Recovery Plan – as at December 2020

### Original Plan for 2020/21

<b>Background</b>							
The DSG deficit peaked at £3.4m at the end of 2016/17. Of this the HNB deficit was £3.2m.							
Since then it has been gradually reducing, even though numbers of EHCPs have continued to rise, and HNB income has been largely static.							
This has been achieved through using underspends from other blocks, and controlling costs as per the strategy.							
<b>Highlights of 2019/20 Outturn</b>							
Overall the DSG deficit has gone <b>UP</b> from a total of £1.606m at the end of 2018/19 to <b>£1.768m</b> at the end of 2019/20, an <b>increase of £163k</b> - mainly due to surpluses b/f from schools and early years blocks offsetting the deficit being used in year.							
The high needs deficit has gone <b>DOWN</b> from £2.245m at end of 2018/19 to <b>£2.090m</b> at end of 2019/20, a total of <b>£155k repaid</b> .							
Actual in year HNB expenditure in 2019/20 was <b>£292k MORE</b> than in year HNB DSG allocation (the £447k transfer of DSG from the Schools' Block has brought the in-year position into surplus).							
Compared to the original budget set, the top up budget was <b>£226k overspent</b> , or 1.6%; underspends in place funding and inclusion funding has offset this within the block.							
Given the continued increase in numbers of EHCPs (from 1,277 January 2019 to 1,391 in January 2020, an increase of 8.9%), costs are managing to be contained and are not spiralling out of control.							
<b>Recovery Plan Strategy</b>							
Focus is on High Needs Block - all other blocks deficits/surpluses are being managed and balanced within a two year period.							
Emphasis is on control of EHCP top up costs - being the largest proportion of the spend, and with a statutory requirement to provide this funding, so demand led. As follows:							
- SEN panel is robust and consistent in its decision making; EHCPs are necessary and funding is set at the right level/banding and reviewed annually.							
- Ensure out of county independent/NMSS costs and annual reviews are negotiated at the right level through the commissioning team, and inflation is contained to a reasonable realistic level.							
- Inclusion in mainstream - help schools in providing the right support for their EHCP pupils, and provide additional funding through the inclusion fund (money transferred from schools block - £350k in 2020/21)							
- Maximise lower cost local provision - this includes additional new places in resource units and new local special school							
- Minimise higher cost placements in Independent/NMSS where possible by providing good local provision.							
Ensuring minimal increases in other contracts in HNB (no greater than inflation) - negotiated by commissioning team							
<b>Assumptions Used in Current 3 Year Recovery Plan</b>							
Increase in HNB DSG annually - assumed £2m 2021/22 & 2022/23, the same level of increase as in 2020/21. The overall funding for schools and high needs is due to rise by similar amounts, though the split is not known.							
£350k transfer from SB to HNB for inclusion funding continues until the deficit is repaid.							
All other funding blocks balance in year/carry forward their balances - underspends in other blocks will not offset HNB deficit							
All non top up costs in HNB remain static beyond 2020/21							
The number of top ups overall continue to increase year on year at current EHCP trend (90 - 100) and adjusted in type of provision for known changes e.g. special schools go up and ind/NMSS go down							
Average cost of top ups increase annually by inflation at an average 2%							
<b>Current HNB Recovery Plan</b>							
Based on the above assumptions, the deficit is repaid in 2022/23.							
This is only possible with the assumed additional DSG funding, and that current trends on numbers/costs of EHCPs continue and are not significantly exceeded.							
The deficit is recovered because previous years overspends are now built into the base and are covered by the increased grant.							
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	£m	£m	£m	£m	£m	£m	£m
Brought Forward	2.057	3.228	2.860	2.245	2.090	1.787	0.605
In Year	1.171	-0.368	-0.615	-0.155	-0.303	-1.182	-1.829
Carried Forward	3.228	2.860	2.245	2.090	1.787	0.605	-1.224

## Updated Plan taking into account latest in-year forecast

High Needs Budget (Net of Recoupment for Academy Place Funding)	2019/20 Actual	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24
<b>Expenditure</b>						
Place Funding	2,429,700	1,073,500	1,374,202	1,073,500	1,073,500	1,073,500
Top Up Funding	14,283,908	15,542,196	16,003,203	17,124,969	18,477,366	19,996,619
Other	1,453,749	1,740,800	1,740,800	1,740,800	1,740,800	1,740,800
<b>Total High Needs Block Expenditure</b>	<b>18,167,357</b>	<b>18,356,496</b>	<b>19,118,205</b>	<b>19,939,269</b>	<b>21,291,666</b>	<b>22,810,919</b>
DSG High Needs Block Funding	-18,322,000	-18,659,800	-18,915,613	-20,659,800	-22,659,800	-23,159,800
<b>In Year High Needs Block</b>	<b>-154,643</b>	<b>-303,304</b>	<b>202,592</b>	<b>-720,531</b>	<b>-1,368,134</b>	<b>-348,881</b>
Add brought forward deficit / (surplus)	2,245,003	2,090,360	2,090,360	2,292,952	1,572,421	204,287
<b>Planned Year End Position</b>	<b>2,090,360</b>	<b>1,787,056</b>	<b>2,292,952</b>	<b>1,572,421</b>	<b>204,287</b>	<b>-144,594</b>
<b>Overall DSG Position (Net of recoupment)</b>	<b>2019/20 Actual</b>	<b>2020/21 Budget</b>	<b>2020/21 Forecast</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
<b>Expenditure</b>						
Schools Block	44,593,880	46,010,770	45,302,134	46,010,770	46,010,770	46,010,770
Central Schools Services Block	1,290,736	1,217,850	1,257,064	1,217,850	1,217,850	1,217,850
Early Years Block	12,462,005	12,595,040	13,149,626	12,595,040	12,595,040	12,595,040
High Needs Block	18,167,357	18,356,496	19,118,205	19,939,269	21,291,666	22,810,919
<b>Total Expenditure</b>	<b>76,513,978</b>	<b>78,180,156</b>	<b>78,827,029</b>	<b>79,762,929</b>	<b>81,115,326</b>	<b>82,634,579</b>
<b>DSG Income</b>						
Schools Block	-44,496,700	-46,010,770	-45,923,814	-46,010,770	-46,010,770	-46,010,770
Central Schools Services Block	-1,330,000	-1,217,850	-1,257,107	-1,217,850	-1,217,850	-1,217,850
Early Years Block	-12,842,060	-12,595,040	-13,347,604	-12,595,040	-12,595,040	-12,595,040
High Needs Block	-18,322,000	-18,659,800	-18,915,613	-20,659,800	-22,659,800	-23,159,800
<b>Total Income</b>	<b>-76,990,760</b>	<b>-78,483,460</b>	<b>-79,444,139</b>	<b>-80,483,460</b>	<b>-82,483,460</b>	<b>-82,983,460</b>
<b>In Year Net Position - Deficit/(surplus)</b>						
Schools Block	97,180	0	-621,681	0	0	0
Central Schools Services Block	-39,264	0	-43	0	0	0
Early Years Block	-380,055	0	-197,978	0	0	0
High Needs Block	-154,643	-303,304	202,592	-720,531	-1,368,134	-348,881
<b>Total Net</b>	<b>-476,782</b>	<b>-303,304</b>	<b>-617,109</b>	<b>-720,531</b>	<b>-1,368,134</b>	<b>-348,881</b>
Add brought forward deficit (net)	1,791,852	1,768,221	1,768,221	1,473,251	1,572,421	204,287
Brought forward ring fenced amounts in other blocks	453,151	322,139	322,139	819,701	0	0
<b>Planned Year End Position</b>	<b>1,768,221</b>	<b>1,787,056</b>	<b>1,473,251</b>	<b>1,572,421</b>	<b>204,287</b>	<b>-144,594</b>

This page is intentionally left blank



# Reading Schools' Forum

14 January 2021

Agenda Item 9

SEND update

For decision

For discussion

For information

## SUMMARY

This briefing paper gives the context and remit of the SEN review of finance and provision

## AUTHOR

Kate Reynolds, Director of Education

Email:

kate.reynolds@brighterfuturesforchildren.org

## VERSION

Version number v1

## DATE

16 December 2020

## REVIEW DATE

Not applicable

---

© Brighter Futures for Children

Brighter Futures for Children  
Civic Offices, Bridge Street,  
Reading RG1 2LU

Company number 11293709

## 1. Recommendations

- 1.1 That Schools' Forum note the progress that has been made in this area.
- 1.2 That Schools' Forum agrees to consider the outcomes of the review – particularly the banding review in due course.
- 1.3 That Schools' Forum thank schools for their work in ensuring the local offer is robust and fit for purpose.

## 2. Background

2.1 The SEND Strategy was agreed at the October 2017 meeting of the Schools' Forum; it was requested that regular updates regarding the progress of the SEND strategy would be brought to each meeting. The agreed priorities of the strategy are:

- SEND – everybody's business
- Right support / right time
- Local provision that meets local needs
- Making best practice common practice
- Co-production at the heart of what we do: changing the way in which we work together with families operationally and strategically; doing with families, not doing to
- Parents / carers and young people are confident in local provision

2.2 There are 6 Strands to the SEND Strategy to achieve these priorities: Strand 1: Communication; Strand 2 Early Intervention through to Specialist Provision; Strand 3 Consistent approaches to mental health; Strand 4 Short Breaks; Strand 5 Preparation for Adulthood; Strand 6 Preparation for the local area SEND Inspection.

2.3 All SENDCOs have been given a Framework to record how they are currently implementing the priorities of the SEND Strategy and what actions the school will put in place to further achieve these priorities.

## 3. Progress to date

3.1 Number of EHCPs: In December 2020 we had 1,413 children with EHCPs split across the following phases:

	Nursery	Primary	Secondary	Post 16 / FE	TOTAL
<b>Mainstream (includes resourced bases)</b>	3	348	230	289	<b>870</b>
<b>Special</b>	5	185	249	58	<b>497</b>
<b>Other (includes AP, home education)</b>	0	8	29	60	<b>97</b>
<b>TOTAL</b>	<b>8</b>	<b>541</b>	<b>508</b>	<b>407</b>	<b>1464</b>

3.2 Reading EHCP by Primary Need

Primary need			The three highest level of primary need are autism, SEMH, and MLD
ASD	SEMH	MLD	
35.8 %	19.9 %	14.0 %	



NCY	<b>ASD</b>	<b>SEMH</b>	<b>MLD</b>	The breakdown of the percentage of children with an EHCP with a primary need for autism, SEMH and MLD.
Primary %	59.3%	20.0%	20.7%	
Secondary %	47.5%	33.1%	19.5%	

Table A: Percentage of children and young people with an EHC plan maintained by the Local Authority, at an additionally resourced provision				Table B: Percentage of children and young people with an EHC plan funded by the Local Authority at an independent or non-maintained special school			
	2017	2018	2019		2017	2018	2019
Reading %	8.9	7.2	8.1	Reading %	9.0	8.5	7.6
Statistical Neighbours %	4.5	5.3	5.4	Statistical Neighbours %	9.9	11.9	13.0
England %	2.5	3.0	3.2	England %	12.9	13.9	14.9
Table C: Percentage of children and young people with an EHC plan maintained by the Local Authority at a state funded special school							
	2017	2018	2019				
Reading %	34.8	34.9	32.3				
Statistical Neighbours %	35.8	34.5	33.6				
England %	36.0	34.8	33.6				

### 3.3 CYP in mainstream resourced provision and special schools

One of our SEND Strategy priorities is to keep our children and young people local to their communities. Reading has a higher percentage of children and young people in an additionally resourced provisions local to their home. Reading has a higher percentage of resourced provision than our statistical neighbours or England, and we have a lower percentage of CYP attending independent or non-maintained special schools (Table B) or state funded special schools (Table C).

Therefore, we are looking at increasing the additionally resourced provisions in Reading, and increasing the capacity for schools to be fully inclusive.

The majority of schools have updated their local offer to ensure it is fit for purpose.

## 4. SEND review

As reported to the last Schools Forum, we have started a major review of our SEND finances and provision in Reading. We are working on the following as key elements of that review:

- Capital investment – to include expansion of provision
- Revising our SLAs with schools to ensure they are fit for purpose
- Refreshing our admissions process for resourced bases and our maintained schools
- Revenue funding and ensuring our funding arrangements deliver an appropriate resource to support the needs of the child or young person.

- Reviewing alternative provision – as reported to the last Schools Forum, this work is being chaired by Mandy Wilton.

A project group is in place and has met twice. Project documentation is being developed to ensure all the interdependencies of these various strands of work are co-ordinated effectively.

Alongside this work we will be reviewing our Self evaluation framework and our SEND strategy (the strategy finishes in 2022). Alongside our partners in Berkshire West we will also be piloting a new process for supporting children at a much earlier stage. This follows a multi agency audit conducted earlier in the year.

The audit highlighted that the period prior to requesting an EHC assessment is key in ensuring that every avenue of support is explored prior to initiating an EHC assessment so that the child accesses the right needs led support at the right time in the right place. This might be in an Early Years setting, primary or secondary school. There is a wealth of Ordinarily Available support available for all ages which does not require an EHCP to access. An EHC assessment should be applied for only when needed.

## 5. Funding Arrangements Review (Top Ups)

At the last meeting of the Schools' Forum a range of options were put forward to be further explored as a future funding model. As mentioned above, a project group is in place and a Project Manager has been designated to lead on this work.

A detailed costing review of all our resource provision has commenced, but so far only two schools (Christ the King and Blessed Hugh Faringdon) have submitted the required data in order to carry out this review; it is hoped that this can now be completed early in the Spring term.

## 6. Capital investment

Alongside our review of revenue funding, we are investing in capital to ensure the supply of places meets demand. This includes:

- Establishment of a new free school – Oak Tree – in Wokingham with provision for ASD and SEMH
- Two primary mainstream resource units for Social Communication Difficulties in schools in the West and North of Reading. The first of these will be based at Southcote School. Each unit will provide 12 places.
- Early Years – initial scoping of 2 SCD resources to be based in 2 early years providers. This work will feed into the Council's capital programme.
- 

## 7. Summary

The SEND Strategy continues to be embraced by all partners and is being embedded across services. The SEN Review will enable us to continue the work on our strategic priorities and to ensure local provision for children with SEND is available and fit for purpose.