



## SCHOOLS FUNDING FORUM AGENDA

9.30 am	Tuesday 3 November 2020	Zoom
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**Members 18: Quorum: 7**

### **MEMBERSHIP:**

#### **Representative Groups**

#### **LA Maintained School Representatives:**

**Head Teachers (6):** Emma Allen, Special  
Margy Bushell, Primary  
Kirsten Cooper, Primary  
Georgina Delmonte, Primary  
Hayley Durrant, Primary  
David Unwin-Bailey, Primary  
Steve Bowers, Primary

**Governors (2):** Dave Waters, Primary

#### **Academy Representatives:**

**Primary (2):** Kate Ridley-Moy

**Secondary (3):** Neil Frost  
Keith Williams  
Denise Broom  
David Turrell  
Vacancy x2

**Special (1):** Vicki Fackler

**AP Academy (1):** Ray Lawrence

**Non-School  
Representatives:**

**Early Years PVI Sector** Mark Halls  
(1)

**Post 16** Vacancy

**Decision Board** Vacancy

**Trade Unions (2):** John Delaney/John McGill, Teachers  
Peter Liddle, UNISON

**For information about the meeting please contact:  
Nick Carter  
[Nick.carter@haverling.gov.uk](mailto:Nick.carter@haverling.gov.uk)**

## **AGENDA ITEMS**

### **1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS OR OBSERVERS**

(i) To note that Steve Bower has joined the Forum as the primary LA maintained representative (Cluster E)

(ii) To note that Neil Frost and David Turrell have joined the Forum as secondary academy representatives

### **2 TO AGREE THE NOTES OF THE MEETING HELD ON 17TH SEPTEMBER 2020** (Pages 1 - 9)

To agree the notes of the meeting held on 17th September as a correct and accurate record.

### **3 MATTERS ARISING**

### **4 IDACI DEPRIVATION DATA - EARLY YEARS PROVIDERS** (Pages 10 - 16)

Report and appendices attached.

### **5 THE FINANCIAL IMPACT FOR SCHOOLS OF COVID-19** (Pages 17 - 26)

Report and appendices attached.

### **6 DSG MANAGEMENT PLAN 2020-21** (Pages 27 - 50)

Report and appendices attached.

### **7 SCHOOLS FUNDING 2021-22** (Pages 51 - 63)

Report and appendices attached.

### **8 NEXT MEETINGS**

Future meetings have been arranged as follows:

17 December 2020

21 January 2021

23 March 2021

17 June 2021

Meetings to start at 9.30 a.m. at CEME or as virtual meetings, depending on circumstances.

### **9 ANY OTHER BUSINESS**

**Andrew Beesley**  
**Head of Democratic Services**

## MINUTES OF A MEETING OF THE SCHOOLS FUNDING FORUM

17 September 2020 (8.30 - 11.20 am)

**Present:**

### **Representative Groups**

**Head Teachers of LA  
Maintained  
Schools:** Emma Allen  
Kirsten Cooper (Vice-chair)  
Georgina Delmonte  
Hayley Durrant  
Hayley McLenaghan, Primary  
David Unwin-Bailey, Primary

**Academy  
Representatives:**

**Primary Head  
Teachers:** David Denchfield

**Secondary Academies:** Denise Broom  
Keith Williams (Chair)

**Special Academies:** Vicky Fackler

**Early Years PVI Sector:** Mark Halls

**Trade Unions:** John McGill, Teachers

**LA Officers:** David Allen  
Nick Carter  
Anthony Clements  
Trevor Cook  
Caroline Penfold

### **15 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS OR OBSERVERS**

Apologies were received from Margy Bushell (Hayley McLenaghan substituting) John Delaney, Simon London and Kate Ridley-Moy.

It was noted that Vicky Fackler had replaced Gary Pocock as the representative for Special Academies.

One member of the press and one member of the public were also in attendance.

**16 ELECTION OF CHAIR AND VICE CHAIR**

The Forum agreed unanimously that Keith Williams should be elected as Chair until the first meeting of the autumn term 2021.

The Forum agreed unanimously that Kirsten Cooper should be elected as Vice-Chair until the first meeting of the autumn term 2021.

**17 TO AGREE THE NOTES OF THE MEETING HELD ON 18TH JUNE 2020**

The notes of the meeting of the Forum held on 18 June 2020 were agreed as a correct record.

It was agreed that meetings would in future start at 9.30 am. It was noted that David Allen would be retiring on 30 September and the Forum welcomed Nick Carter who would be taking over compilation of the Forum papers on an interim basis.

**18 MATTERS ARISING**

Minute 3 – the meeting between Mark Halls and the Director of Children's Services had not yet taken place. Efforts would be made to arrange this.

Minute 4 – David Allen would confirm when funding for Early Years providers would be received by the Local Authority.

Minute 5 – There were still vacancies for the primary sector to be filled on the SEND Board, the work of which also needed to be reviewed. Any representatives to fill the vacancies to be notified to Caroline Penfold.

**19 EARLY YEARS FUNDING 2020-21**

The Forum had previously agreed to increase the rate for providers from £4.80 to £5 per hour. The allocation of funding from the Government would not be revised this year as numbers could be lower at the January 2021 census due to the coronavirus pandemic.

Currently 61 providers met the criteria for support for reduced numbers due to coronavirus. Support had been given to providers that had opened during holiday periods, or who had taken children into their settings when other settings had closed.

The LA had received a funding adjustment of £700,768 based on numbers in the January census. This would be used to fund the additional costs above. The balance would be carried forward to financial year 2021/22. It was uncertain how the DfE would fund Early Years for 2021/22, if numbers in the January census were depleted due to coronavirus.

The Schools Funding Forum:

(i) Noted the funding arrangements for financial year 2020-21 following the DfE update of the DSG Early Years Block.

(ii) Noted the LA's arrangements for supporting providers during the Covid-19 pandemic.

## **20 HIGH NEEDS FORECAST 2020-21**

Spending for this area in 2020/21 was forecast to overspend by £4.6m against last years funding. Taking into account the deficit brought forward and forecast growth this increased to £6.7m. An increase in High Needs funding of £3.5m and a transfer of £0.5m for the Schools Block reduced the projected deficit to £2.7m.

The calculation above assumed that expenditure remains the same as last year. This was unlikely to be the case as expenditure on High Needs provision can vary significantly between years.

The High Needs overspend of £4.6m in 2019/20 was offset by the DSG underspend brought forward from the previous year and by underspends in other areas of the DSG. There remained, however, a deficit carried forward into 2020/21 of £1.13m

The Council was, therefore, required to submit a deficit recovery plan to the DfE. A template for LAs to construct a recovery plan had been received the previous day and would be brought to future meetings of the Forum.

A breakdown of High Needs costs was presented. It was noted that 26 children were in out of borough special primary schools at a cost to the Council of £422k. In-borough primary schools received a total of £3.9m in Top-up funding from the High Needs block.

The cost of secondary High Needs provision included 24 children attending schools in other boroughs. £369k was forecast to be spent on alternative tuition and therapies.

Total High Needs block expenditure was around £27.5m.

In Early Years provision, an additional £3.20 per hour was received by providers for a child allocated an EHCP. Concerns were raised that the Early Years sector could not afford to give the required support. This was to have been the focus of the planned meeting between Mark Halls and the Director of Children's Services. It was noted that the daily rate for SEN providers had increased from £3.40 to £4.90 and that a high percentage of the funding the LA receives had been passed on to providers. A Forum member felt that this funding still fell well short of the £14 per hour received by schools for children with an EHCP.

A Council officer stated that proactive action was taken on areas of overspend such as therapies, tutors and alternative provision. Consideration

was being given, for example, to reducing the number of spot purchases of therapies. Officers would report back to the Forum on opportunities to reduce spending as part of the DSG deficit recovery plan. The costs of SEN provision were increasing, however, and there was no timescale for the completion of the Government SEND review.

The Forum felt that the cost of placements in Non Maintained Special Schools and Independent Provision was far too high. Some placements listed were for the same child changing schools, due in particular to the closure of the Anderson School.

The LA strategy was to grow ARPs in Havering, particularly in primary schools where early investment could bring positive results. The planned new special school was needed, although this was unlikely to be ready before 2022.

Members felt that more investment was needed in ARPs. Some schools had been advised that they could not have this facility and officers clarified that this was sometimes due to the close proximity of other ARPs. A map of ARPs and related facilities in Havering could be shared with the Forum by Caroline Penfold. It was important to work with parents in order to obtain their confidence in the local provision. Some of the children attending provision out of borough lived on the borough's boundary.

Members remained concerned about rising costs of out of borough provision and transport as well as the delay with the special school. This was likely to have a cost impact on schools in the future and the strategy for this should be included in the recovery plan. Officers responded that the delay in the special school had been due to delays in land transactions and other property matters. Any recovery plan could involve difficult options such as reducing payments to schools. Officers would look at the experience in other boroughs where deficits were worse and bring proposals to the November or December meeting of the Forum. It was emphasised that there were no specific proposals at this stage.

The Forum noted the forecast of high needs expenditure for financial year 2020-21.

## **21 DFE SUPPORT TO SCHOOLS FOR COVID-19 COSTS 2020-21**

Payment had been received from the DfE for some schools who had claimed money for exceptional costs for Covid-19. This had been passed onto schools. The first tranche of funding for the Coronavirus catch-up premium was expected to be released in the autumn and this would also be passed on to schools once it was received.

The Government view was that schools receiving public funding should support existing contracts and services in areas such as catering. Charges received by schools for free meals provided by Havering Catering during the summer term were based on charges for the previous year, adjusted for the

numbers of free school meals entitlement. Meals had been charged at a reduced rate.

Future charges to schools would be based on the reduced number of meals now being provided.

Officers agreed that a collective approach was needed as regards levels of DfE funding for additional costs arising from the coronavirus pandemic. Help was needed as these costs could not be absorbed into day to day school expenditure. It was suggested that data should be collected from schools and academies on their Covid-related expenditure so far and that Nick Carter would send a questionnaire to schools on this.

A member added that there were many Covid costs that schools had incurred not covered by additional funding made available so far. It was uncertain whether the Government would increase the maximum amount that a school could claim when they were given a second opportunity to submit claims.

The Forum noted the additional funding provided by the DfE.

## **22 SCHOOLS FUNDING 2021-22**

Details of funding increases were included in the meeting's papers. Teachers' pay and pension grants would be absorbed into National Funding Formula rates; they would no longer be separate. The DfE stated that school funding through the National Funding Formula was increasing on average by 4%. There had also been an increase in minimum per pupil level of funding.

The Dedicated Schools Grant for Havering in 2021/22 would be £193m (excluding pupil growth), an increase of 2.35% in the allocation per pupil. This did not include Early Years or High Needs funding.

Details of the impact of changes to IDACI deprivation funding were discussed. Funding would now be calculated based on a lower super output area's ranking. The impact of this change on (anonymised) individual schools was shown. The effect on individual schools varied depending on whether funding was capped or not.

Details of the increases in formula rates were shown. It was noted that the minimum funding level was the same across the country which disadvantaged London schools. This would be raised with the DfE and London Councils.

Funding allocated in the school's budget share for free school meal numbers was based on the number of children on roll rather than in attendance, so absence through Covid would not impact on this.



Officers added that there had been more than 100 applications for elective home education due to Covid but work was in progress to reduce this and keep children on the school roll for the October census.

The Forum:

- (i) Noted the announcements on schools funding for 2021-22 and the likely impact of the funding arrangements on Havering schools;
- (ii) Agreed to apply the national funding formula rates when calculating schools funding for 2021-22 by 8 votes to 0 (no abstentions).

**23 HIGH NEEDS FUNDING 2021-22**

Indicative funding for 2021-22 through the High Needs block was presented. There had been a rise in funding for 2021/22 of 10.5%. Allowing for the roll in of pay and pension grants this fell to 9.3%.

Consideration was needed around how the funding previously received as separate pay and pension grants could be passed to High Needs providers. A report on this would be brought to a future meeting of the Forum.

The Forum noted the additional High Needs Block funding for financial year 2021-22.

**24 CENTRAL SCHOOLS SERVICES BUDGET (CSSB) 2021-22**

This funding block had been announced for 2021/22 and it was noted that the funding was for a very limited range of services, such as the work of the School Admissions Team and support to the Forum. The amount available for schools causing concern had been reduced by the DfE.

The Forum:

- (i) Noted the allocation of CSSB for 2021-22;
- (ii) Agreed the request to retain funding for central statutory services by 8 votes to 0 (no abstentions).

**25 DE-DELEGATION OF FUNDING FROM MAINTAINED SCHOOLS 2021-22**

The Forum was advised of the services proposed for de-delegation in 2021-22. These services were provided to LA maintained primary schools.

The level of service provided for attendance and behaviour support would continue to be monitored.

LA maintained school representatives agreed, by 6 votes to 0 (no abstentions) for:

1. The de-delegation of funding for the following services:
  - (i) Contingency to support schools in financial difficulty
  - (ii) Attendance & Behaviour
  - (iii) EAL
  - (iv) Free school meals eligibility
  - (v) Insurance
  - (vi) Maternity insurance
  - (vii) Trade Union Facility Time
2. The de-delegation of funding in support of LA central services for maintained schools.

## **26 FINANCIAL TRANSPARENCY OF LOCAL AUTHORITY MAINTAINED SCHOOLS**

A number of decisions had been taken by the DfE following a consultation on strengthening the financial transparency of Local Authority maintained schools.

These included the following:

- The publishing of the details of Local Authorities who fail to comply with three or more deadlines in one year. This will go ahead.
- The requirement for maintained schools to provide LAs with a three year budget. This will be required from 2021-22.
- The requirement for schools with a deficit greater than 5% to submit a recovery plan. This will be required for deficits measured at 31 March 2021.
- The proposal to require schools to report all Related Party Transactions (RPTs), or RPTs above a certain threshold, would not be taken forward.
- The proposal that every maintained school be subject to an internal audit at least every three years would not be taken forward.
- Information on the number of recovery plans required in each LA would be collected.
- A requirement for maintained schools to publish the number of individuals earning in excess of £100k per year on school websites. This would come into effect from 1 January 2021.

The Forum noted the decisions taken by the DfE on financial transparency and the next steps for schools and the local authority.

## **27 NEXT MEETINGS**

The next meeting of the Forum would be held on Tuesday 3 November at 9.30 am.

28     **ANY OTHER BUSINESS**

Members of the Forum paid tribute to David Allen for whom this was his last meeting before his retirement.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

# Agenda Item 4



## Schools Funding Forum 3<sup>rd</sup> November 2020

## ITEM 4

**Subject Heading:**

**IDACI Deprivation Data – Early Years Providers**

**Report Author:**

**Nick Carter Principal Finance Officer (Schools)**

**Eligibility to vote:**

**All school and academy members and the PVI representative**

### SUMMARY

This report is to bring to the attention of the Schools Funding Forum the impact on early years providers of changes to IDACI (Income Deprivation Affecting Children Index) data and the methodology for calculating funding.

### RECOMMENDATIONS

To note the report.

### REPORT DETAIL

In September 2019 the Government released an update to the 2015 English Indices of Deprivation. This is the deprivation measure used in the funding formula for early years providers. The full report can be found here:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/835115/loD2019\\_Statistical\\_Release.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/835115/loD2019_Statistical_Release.pdf)

IDACI uses Lower-layer Super Output Areas (LSOA) (postcodes) and the 2019 data shows a significant shift in deprivation particularly in London where it has reduced.

Schools and early years funding for 2020-21 has been based on the 2015 data as in previous years but funding for future financial years will be based on the updated 2019 data.

Given the significant impact on funding of using the 2019 data, the ESFA changed the basis on which pupils are assigned to the seven IDACI bands. This is now done on the basis of rank rather than score. For example, Band A now consists of pupils in the most deprived 2.5% of lower super output areas (LSOAs), instead of consisting of pupils in LSOAs with an IDACI score greater than 0.5.

### Previous IDACI bandings

IDACI score	Band
Between 0.5 and 1	A
Between 0.4 and 0.5	B
Between 0.35 and 0.4	C
Between 0.3 and 0.35	D
Between 0.25 and 0.3	E
Between 0.2 and 0.25	F

### Revised IDACI bandings

IDACI Factor	Ranks	Band
Pupils in the most deprived 2.5% of LSOAs	1 to 821	A
Pupils in the next 5% most deprived LSOAs	822 to 2,463	B
Pupils in the next 5% most deprived LSOAs	2,464 to 4,105	C
Pupils in the next 5% most deprived LSOAs	4,106 to 5,747	D
Pupils in the next 10% most deprived LSOAs	5,748 to 9,032	E
Pupils in the next 10% most deprived LSOAs	9,033 to 12,316	F

The impact of the move to 2019 data, and the change to a ranked basis, has the following impact for children in early years setting:

Previous Banding			Revised Banding	
Band	Number		Band	Number
A	2		A	37
B	213		B	104
C	306		C	136
D	325		D	257
E	497		E	468
F	525		F	649
G	1,763		G	1,980
Not found	6		Not Found	6
Total	3,637		Total	3,637

Appendix A shows the movement of pupils from the previous bandings to the revised bandings

To lessen further the impact of the move from 2015 data to 2019 data the DfE increased the National Funding Formula values for each band.

In Havering, funding for IDACI is currently allocated at the same rate for schools and early years providers. If this were to continue for 2021/22, funding rates would be as follows:

Band	Hourly rate		Annual rate (38 weeks x 15 hours)		% change
	2020/21	2021/22	2020/21	2021/22	
A	£0.68	£0.71	£387.60	£404.70	4.41%
B	£0.50	£0.54	£285.00	£307.80	8.00%
C	£0.46	£0.51	£262.20	£290.70	10.87%
D	£0.43	£0.47	£245.10	£267.90	9.30%
E	£0.28	£0.30	£159.60	£171.00	7.14%
F	£0.24	£0.25	£136.80	£142.50	4.17%
G	£0.00	£0.00	£0.00	£0.00	0.0%

The resultant change in funding for each setting is shown in Appendix B. There is a reduction of £59,739 in the total funding allocated through the IDACI factor. This equates to 2p on the hourly funding rate.

The percentage changes in summary are:

Change in funding	No. of settings
Increase > 50%	4
Increase 40% to 50%	3
Increase 30% to 40%	4
Increase 20% to 30%	7
Increase 10% to 20%	9
Increase 0 to 10%	22
Decrease 0 to -10%	19
Decrease -10% to -20%	25
Decrease -20% to -30%	24
Decrease -30% to -40%	10
Decrease -40% to -50%	10
Decrease > -50%	9
Total	146

Note – all child minders are shown as a single setting

**Summary of recategorisation of IDACI bands**

Previous Band		Recategorised Band								
Band	No.	A	B	C	D	E	F	G	Nf*	Total
A	2		1			1				2
B	213	37	103	7	63	2	1			213
C	306			124	124	57	1			306
D	325				26	233	31	35		325
E	497			5	44	84	192	172		497
F	525					63	264	198		525
G	1763					28	160	1575		1763
Nf*	6								6	6
Total	3637	37	104	136	257	468	649	1980	6	3637

Nf\* IDACI Band for child's address not found



## The impact on IDACI funding of changes in methodology and rates - early years settings

Type	Name	Previous methodology £	Revised methodology £	Change £	Change %
All childminders		8,850	7,648	-1,202	-13.6
Day Nursery	Day Nursery 1	2,320	1,169	-1,151	-49.6
	Day Nursery 2	2,962	3,568	606	20.5
	Day Nursery 3	2,913	2,166	-747	-25.6
	Day Nursery 4	2,257	2,018	-239	-10.6
	Day Nursery 5	4,273	3,446	-827	-19.4
	Day Nursery 6	274	342	68	25.0
	Day Nursery 7	5,367	5,286	-81	-1.5
	Day Nursery 8	1,984	1,351	-633	-31.9
	Day Nursery 9	1,693	1,625	-68	-4.0
	Day Nursery 10	7,662	5,973	-1,688	-22.0
	Day Nursery 11	3,358	3,631	273	8.1
	Day Nursery 12	6,061	6,180	119	2.0
	Day Nursery 13	4,350	2,734	-1,616	-37.2
	Day Nursery 14	117	0	-117	-100.0
	Day Nursery 15	0	0	0	0.0
	Day Nursery 16	2,588	2,069	-519	-20.0
	Day Nursery 17	6,040	3,291	-2,749	-45.5
	Day Nursery 18	462	105	-358	-77.4
	Day Nursery 19	813	781	-32	-4.0
	Day Nursery 20	3,887	3,363	-524	-13.5
	Day Nursery 21	3,290	2,588	-702	-21.3
	Day Nursery 22	547	570	23	4.2
	Day Nursery 23	370	537	167	45.2
	Day Nursery 24	16,366	13,237	-3,129	-19.1
	Day Nursery 25	2,843	2,081	-762	-26.8
	Day Nursery 26	1,054	963	-92	-8.7
	Day Nursery 28	684	0	-684	-100.0
	Day Nursery 29	7,781	5,575	-2,206	-28.4
	Day Nursery 30	547	428	-120	-21.9
	Day Nursery 31	6,110	5,552	-559	-9.1
	Day Nursery 32	1,750	741	-1,009	-57.7
	Day Nursery 33	570	728	158	27.7
	Day Nursery 34	1,427	1,846	419	29.4
	Day Nursery 35	2,781	768	-2,013	-72.4
	Day Nursery 36	3,557	2,622	-935	-26.3
	Day Nursery 37	6,181	5,243	-939	-15.2
	Day Nursery 38	5,420	4,196	-1,224	-22.6
	Day Nursery 39	4,724	5,235	511	10.8
	Day Nursery 40	137	143	6	4.2
	Day Nursery 41	2,599	1,009	-1,590	-61.2
	Day Nursery 42	3,417	3,017	-399	-11.7
	Day Nursery 43	1,984	1,169	-815	-41.1
	Day Nursery 44	791	929	138	17.4
	Day Nursery 45	3,054	2,344	-711	-23.3
	Day Nursery 46	730	713	-17	-2.3
	Day Nursery 47	1,980	1,227	-753	-38.0
	Day Nursery 48	3,272	2,582	-690	-21.1
	Day Nursery 49	821	855	34	4.2
	Day Nursery 50	1,357	1,971	614	45.2

Type	Name	Previous methodology £	Revised methodology £	Change £	Change %
Independent	Independent 1	1,316	1,477	161	12.2
	Independent 2	1,512	1,247	-266	-17.6
	Independent 3	3,977	2,848	-1,129	-28.4
	Independent 4	2,052	2,554	502	24.4
	Independent 5	889	456	-433	-48.7
Preschool	Preschool 1	3,792	3,461	-331	-8.7
	Preschool 2	686	972	286	41.7
	Preschool 3	5,472	4,891	-581	-10.6
	Preschool 4	1,049	1,117	68	6.5
	Preschool 5	2,206	1,283	-923	-41.9
	Preschool 6	1,325	1,426	101	7.7
	Preschool 7	1,094	2,015	921	84.2
	Preschool 8	1,358	722	-636	-46.8
	Preschool 9	501	1,601	1,100	219.4
	Preschool 10	1,018	485	-533	-52.4
	Preschool 11	0	0	0	0.0
	Preschool 12	2,587	929	-1,658	-64.1
	Preschool 13	319	428	108	33.9
	Preschool 14	1,506	1,351	-155	-10.3
	Preschool 15	2,712	1,528	-1,184	-43.7
	Preschool 16	3,202	2,212	-991	-30.9
	Preschool 17	4,423	3,346	-1,077	-24.4
	Preschool 18	4,859	4,053	-807	-16.6
	Preschool 19	530	623	93	17.6
	Preschool 20	1,281	1,481	200	15.6
	Preschool 21	946	838	-108	-11.4
	Preschool 22	2,143	2,531	388	18.1
	Preschool 23	1,732	2,288	556	32.1
	Preschool 24	4,792	4,126	-665	-13.9
	Preschool 25	520	493	-27	-5.2
	Preschool 26	353	283	-70	-19.7
	Preschool 27	1,784	798	-986	-55.3
	Preschool 28	4,348	5,662	1,314	30.2
	Preschool 29	1,978	1,140	-838	-42.4
	Preschool 30	1,407	1,682	275	19.5
	Preschool 31	137	143	6	4.2
	Preschool 32	1,969	1,921	-48	-2.4
	Preschool 33	2,574	2,676	102	4.0
	Preschool 34	2,950	2,645	-306	-10.4
	Preschool 35	718	695	-23	-3.2
	Preschool 36	798	998	200	25.0
	Preschool 37	2,120	1,616	-505	-23.8
	Preschool 38	2,974	2,377	-597	-20.1
	Preschool 39	160	143	-17	-10.7
	Preschool 40	1,516	1,197	-319	-21.1
	Preschool 41	4,332	4,440	108	2.5
	Preschool 42	2,782	3,040	259	9.3
	Preschool 43	3,259	3,607	349	10.7
	Preschool 44	4,822	3,848	-975	-20.2
	Preschool 45	3,921	3,671	-250	-6.4
	Preschool 46	194	173	-21	-10.7
	Preschool 47	274	314	40	14.6
	Preschool 48	1,614	1,585	-30	-1.8
	Preschool 49	2,978	2,172	-806	-27.1
	Preschool 50	1,133	752	-381	-33.6

Type	Name	Previous methodology £	Revised methodology £	Change £	Change %
	Preschool 51	2,458	2,060	-398	-16.2
	Preschool 52	3,701	3,722	21	0.6
	Preschool 53	96	246	150	157.1
	Preschool 54	4,521	4,425	-95	-2.1
	Preschool 55	980	963	-17	-1.7
	Preschool 56	137	143	6	4.2
	Preschool 57	3,086	1,750	-1,336	-43.3
	Preschool 58	3,663	3,028	-635	-17.3
	Preschool 59	6,522	8,104	1,582	24.3
	Preschool 60	3,103	6,173	3,070	98.9
	Preschool 61	2,348	1,704	-644	-27.4
	Preschool 62	458	409	-49	-10.7
	Preschool 63	4,090	3,176	-914	-22.3
	Preschool 64	906	752	-154	-17.0
	Preschool 65	0	143	143	0.0
	Preschool 66	963	747	-217	-22.5
School	School 1	3,816	2,354	-1,462	-38.3
	School 2	12,669	13,768	1,098	8.7
	School 3	8,241	8,274	34	0.4
	School 4	11,526	8,542	-2,984	-25.9
	School 5	7,623	5,393	-2,230	-29.3
	School 6	11,549	11,597	48	0.4
	School 7	10,701	9,418	-1,283	-12.0
	School 8	3,611	3,715	103	2.9
	School 9	13,455	13,150	-305	-2.3
	School 10	3,260	2,130	-1,131	-34.7
	School 11	1,974	1,346	-628	-31.8
	School 12	17,149	15,542	-1,607	-9.4
	School 13	8,103	8,037	-66	-0.8
	School 14	5,204	4,446	-758	-14.6
	School 15	4,121	5,421	1,300	31.5
	School 16	4,891	4,064	-827	-16.9
	School 17	3,071	2,791	-280	-9.1
	School 18	6,046	4,446	-1,600	-26.5
	School 19	11,548	7,587	-3,962	-34.3
	School 20	2,210	2,024	-186	-8.4
	School 21	8,328	4,765	-3,563	-42.8
	School 22	1,842	1,143	-699	-37.9
	School 23	962	997	34	3.6
Total		464,199	404,460	-59,739	0



## Schools Funding Forum 3<sup>rd</sup> November 2020      ITEM 5

**Subject Heading:**

**The Financial Impact for schools of Covid 19**

**Report Author:**

**Nick Carter – Principal Finance Officer (Schools)**

**Eligibility to vote:**

**All school and academy members**

### SUMMARY

This item summarises the funding arrangements announced by the DfE, and reports on a survey of schools on additional costs incurred, relating to the Covid 19 pandemic.

### RECOMMENDATIONS

That the Schools Funding Forum notes the results of the survey on additional costs incurred by schools as a result of Covid 19 and considers next steps.

### REPORT DETAIL

#### 1. Exceptional Costs

In May, the DfE advised that schools could claim for a limited range of additional costs incurred in dealing with the COVID-19 pandemic. These were:

- **increased premises related costs** associated with keeping schools open during the Easter and/or summer half term holidays, for vulnerable children

and the children of critical workers, over and above the costs that schools would have faced in other circumstances

- **support for free school meals for eligible children who are not attending school**, where those costs are not covered by the national voucher scheme - this covers:
  - costs to schools arising before the introduction of the national voucher scheme
  - costs where schools are providing free meals to children for whom the national voucher scheme is inappropriate (for example, because there are no participating supermarkets locally or schools are providing meals directly) - schools can only claim through this fund for free school meals provided over Easter and summer half term holidays where it was required because local supermarkets were not yet part of the national scheme
- **additional cleaning** – required due to confirmed or suspected coronavirus (COVID-19) cases, in line with COVID-19: cleaning of non-healthcare settings, over and above the cost of existing cleaning arrangements

Where schools faced other extraordinary costs, in delivering appropriate support to pupils over the period of partial closure, that were not covered by this list and cannot be met by existing budgets, they could register the details of these through the claims process.

The DfE stated that that they would not approve claims for the following costs:

- costs associated with opening schools to more pupils from 1 June
- additional staff costs
- loss of self-generated income

Schools were not eligible to make a claim if they expected to add to their existing surpluses in their current financial year (September 2019 to August 2020 for academies and April 2020 to March 2021 for maintained schools).

### **Limits for school claims**

#### **Mainstream schools**

250 pupils or fewer	£25,000
251 to 500 pupils	£30,000
501 to 1000 pupils	£50,000
Over 1000 pupils	£75,000

#### **Special schools and alternative provision**

All schools	£50,000
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The LA was notified in August that 15 LA maintained schools had received the sums shown below totalling £118,638. These schools had not included any 'other' costs on their claim.

	Total Payment	Limit
School A	£15,458	£30,000
School B	£7,550	£25,000
School C	£5,858	£30,000
School D	£21,349	£25,000
School E	£5,150	£50,000

School F	£7,343	£50,000
School G	£12,337	£50,000
School H	£5,323	£50,000
School I	£2,146	£30,000
School J	£11,776	£25,000
School K	£900	£30,000
School L	£3,728	£30,000
School M	£8,395	£25,000
School N	£8,215	£50,000
School O	£3,111	£50,000

In October the LA was notified that a further 23 LA maintained schools had received the sums shown below, totalling £182,067. These schools had included 'other costs' on their claim. The sums received by schools, however, did not include the 'other costs'.

	Total payment	Limit
School A	£392	£30,000
School B	£5,203	£30,000
School C	£7,248	£50,000
School D	£1,543	£30,000
School E	£1,509	£25,000
School F	£3,361	£30,000
School G	£8,273	£50,000
School H	£14,000	£30,000
School I	£3,808	£30,000
School J	£750	£30,000
School K	£28,285	£30,000
School L	£26,603	£30,000
School M	£3,392	£25,000
School N	£1,663	£30,000
School O	£8,475	£30,000
School P	£2,942	£30,000
School Q	£24,694	£50,000
School R	£6,481	£25,000
School S	£9,002	£25,000
School T	£7,922	£50,000
School U	£4,440	£30,000
School V	£3,220	£50,000
School W	£8,861	£50,000

The DfE are currently making the final assessments of claims for other costs, for which they received a large number of claims in a wide range of categories. They anticipate being able to inform schools of the outcome of this process within the next four weeks.

When issuing guidance for the July claim the DfE stated that further claims will be possible in a subsequent claim window in the autumn and details regarding that process would be published later in the year.

## 2. Coronavirus catch up premium and the national tutoring programme

In July the DfE announced £1 billion of additional funding to be allocated through a catch up premium. This includes a one-off universal £650 million catch-up premium for the 2020 to 2021 academic year to ensure that schools have the support they need to help all pupils make up for lost teaching time.

Alongside the universal catch-up premium, is a £350 million National Tutoring Programme to provide additional, targeted support for those children and young people who need the most help.

Details were provided at the meeting of the Schools' Funding Forum on 17 September 2020.

Primary and secondary schools will receive a total of £80 per pupil (Year R to Year 6) for the academic year 2020/21. There will be three allocations.

Term	Allocation
Autumn 2020	£20 per pupil using October 2019 Census numbers.
Spring 2021	£46.67 per pupil using October Census 2020 numbers <u>less</u> the allocation received for the autumn term
Summer 2021	£33.33 per pupil using October Census 2020 numbers. (Note for LA maintained schools this allocation will be in the 2021/22 financial year.)

Special, AP and hospital schools will receive £240 for each place using 2020/21 academic year place numbers. There will be three allocations.

Term	Allocation
Autumn 2020	£60 per place
Spring 2021	£80 per place
Summer 2021	£100 per place. (Note for LA maintained schools this allocation will be in the 2021/22 financial year.)

The allocations to LA maintained schools for Autumn 2020 and Spring 2021 do not have to be spent in the 2020/21 financial year.

The Autumn 2020 allocations have now been paid to schools and academies.

## 3. The Impact of Coronavirus on School and Academy Budgets – Survey Results

At the meeting of the Schools' Funding Forum on 17<sup>th</sup> September, officers were asked to approach schools and academies for details of their Covid-related

expenditure so far. The figures could be used when representations were made, through officers, to the DfE for additional funding.

The letter sent to schools from the Chair and the LA is shown in Appendix A. The return requested in Appendix B.

A summary of the returns is shown in Appendix C.

The number of responses received was as follows:

	Number of schools	Responses received	Response rate
Primary	60	31	52%
Secondary	18	4	22%
Special	3	2	67%
Total	81	37	46%

For primary schools additional costs ranged from £7k to £117k with an average of £44k. The net cost, after the receipt of exceptional cost funding and savings during the summer term, averages £32k.

Lost income has had the greatest impact on budgets and appeared most frequently in the comments made. The average loss was £21K. With schools closed to most pupils, Breakfast and after school clubs did not operate. It was often not possible to furlough staff working in the clubs as they were also employed in another capacity within the school. Breakfast and after school clubs remain closed in some schools to maintain the integrity of bubbles. In others capacity has been reduced and / or take up has fallen. Lettings were cancelled and, in many cases, have not yet resumed. One school reported £20,000 had been lost from the cancellation of fundraising activities.

Staffing costs have had the second highest impact, with two schools reporting additional costs of £43k. The average additional cost was £9k. The need to maintain bubbles meant additional staff were required. Schools also commented on the requirement to pay contracted agency staff, even though they were not needed when the schools had been closed to most pupils.

Primary schools have received 56% of the 'exceptional costs' submitted on the July claims to the DfE. Of the 31 schools that responded, 14 stated that they had reduced spending in other areas to meet coronavirus costs, 10 that they had not reduced costs and 7 gave no reply.

Only four secondary schools have replied to the survey. Additional costs ranged from £41k to £144k with an average of £70k. The net cost, after the receipt of exceptional cost funding and savings during the summer term, averages £60k.

One school reported lost income approaching £100k. One school, who could not submit a claim because they were anticipating a rise in balances over the financial year, commented that they were being penalised for sound financial management. All four schools that responded stated that they had reduced spending in other areas to meet coronavirus costs.



Two special schools have replied to the survey. Average additional costs are £20k with net cost of £16k. Both schools stated that they had reduced spending in other areas to meet coronavirus costs.

#### **4. Schools Catering Services**

The Government has issued guidance on a Procurement Policy Note requiring schools to continue to meet the costs of existing contracts where contractors are at risk of not being able to continue to provide the service, either during or after the epidemic.

The LA is including the School Catering Service as a service at risk due to the scale of the income lost from parental charging for meals and the charging of schools for free school meals. The service has, therefore, issued invoices for free school meals during the summer term.

The number of meals for which schools have been charged was calculated using the number charged for the corresponding period last year, adjusted for increases/decreases in eligible pupils from each October census and, for infant and primary schools, increases/decreases in the numbers used for the Universal Infant Free School Meals grant.

Meals have been charged at £1.40 for primary (rather than £2.30) and £1.60 for secondary (rather than £2.60).

The School Catering Service were only able to furlough 146 of the 300+ staff employed. The number furloughed fell to 42 from 1 July when schools reopened for some year groups. It was generally the lower paid staff who were placed on furlough and the higher paid supervisors who were required for work. The Catering Service central staff also continued to work during this period.

Catering staff placed on furlough continued to receive their full salary, only 80% of which was covered by the Coronavirus Job Retention Scheme. Employers' pension contributions could only be claimed at 3% and not at the actual cost.

Although there were savings in some costs paid to suppliers, the food packs issued were more expensive to provide than the usual meals.



**Keith Williams**

Chair, Havering Schools' Funding Forum

**Nick Carter**

Principal Finance Officer

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To Head Teachers and Principals of Academies in Havering

SENT VIA EMAIL

Dear Colleague

13 October 2020

**The Impact of Coronavirus on Academy Budgets**

As a Headteacher, I am well aware of the spiralling costs associated with Covid 19 and we need to do everything we can to lobby Government to make more funds available to cover the extra costs incurred. By providing this information at an LA level, we can work with other London boroughs to lobby the DfE and Ministers.

Yours sincerely

**Keith Williams**

Chair, Havering Schools Funding Forum

At their last meeting, the Schools' Funding Forum discussed the impact of the coronavirus pandemic on school and academy budgets. It was felt that additional expenditure could not be absorbed within day to day running costs and that financial support was required. Costs extended well beyond the scope of the additional funding made available by the DfE to date.

The Forum suggested that a collective approach in lobbying for additional resources would be helpful, and that a knowledge of the costs incurred was needed. I was asked to approach schools and academies for information. The figures would be used to make representations through officials to the DfE to release more money.

To this end, I have attached a simple spreadsheet to capture costs incurred. It would be very useful if you could complete this and return it to me. Any information you provide will be treated as confidential and nothing containing academy names or details will be shared at Council level. Anything shared at the Schools; Funding Forum will be anonymised. I do not envisage anyone spending hours compiling the figures, a general picture of the scale of costs is what is sought.

I have included a box on the spreadsheet to show the value of any claims submitted to the DfE to cover exceptional costs from March 2020. Schools and academies that included

anything in the 'Other' category, on claims submitted in July, are still awaiting the outcome. No further information has been provided on the promised second opportunity to submit a claim, or on whether the criteria will be broader this time around

To pre-empt assertions about savings made during the summer term, when schools were closed to most pupils, I have included a box for you to record significant savings, if indeed there were any.

The Schools Funding Forum meets next on 3 November 2020. If you could send any returns by Friday 23 October 2020, I can include the figures from your Academy in the totals I report to them. Thank you in advance for your help.

**Nick Carter**

Principal Finance Officer (Schools)

## The impact of Coronavirus on school and academy budgets - October 2020

School / Academy

Please includes costs to date and future expenditure already commitment

### 1 Additional costs incurred

Category	£
Staffing (excluding cleaning staff) Include additional staff engaged and cover costs	
Cleaning of premises (including staff)	
PPE, hand sanitisers, signage, other consumables	
Adaptations to premises	
Other equipment and services (including costs associated with remote learning)	
Lost income (e.g. from breakfast and after school clubs, lettings, fundraising activities cancelled)	
<b>Total additional costs</b>	<b>0</b>

### 2 Claims submitted to DFE for 'exceptional costs' - July 2020

Claimed and received	
Claimed but not yet received	

### 3 Savings (if applicable)

Significant savings arising from partial school closure in the summer term	
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### 4 General impact

Has your school / academy had to reduce expenditure in other areas to meet coronavirus costs?	
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### 5 Additional comments

School	Additional cost							Claims submitted to DfE				Significant savings in summer term	Current net cost*	Reduced spending in other areas
	Staffing (excl cleaners)	Cleaning of premises	PPE, consumables	Adaptations to premises	Other eqpt and services	Lost income	Total	Claimed received	Claimed not yet received	Total	% received to date			
	£	£	£	£	£	£	£	£	£	£		£	£	
Primary 1	7,808	1,971	1,505	0	7,246	20,176	38,706	3,392	14,777	18,169	19	0	35,314	
Primary 2	32,800	1,078	2,500	200	1,014	12,000	49,592	3,220	1,780	5,000	64	0	46,372	Yes
Primary 27	42,568	3,725	5,281	1,509	4,675	0	57,758	7,343	0	7,343	100	41,800	8,615	No
Primary 22	0	1,500	8,000	0	8,598	17,390	35,488	8,273	2,333	10,606	78	0	27,215	Yes
Primary 3	0	13,500	3,000	2,300	1,500	31,000	51,300	8,861	1,653	10,514	84	14,500	27,939	Yes
Primary 30	15,593	20,500	7,500	0	45,000	28,553	117,146	15,458	0	15,458	100	5,000	96,688	Yes
Primary 4	1,550	1,050	6,800	0	1,075	77,000	87,475	3,111	0	3,111	100	7,000	77,364	No
Primary 5	0	975	2,360	0	450	9,000	12,785	1,058	308	1,366	77	0	11,727	Yes
Primary 17	10,386	16,394	4,792	2,374	13,466	5,000	52,412	0	0	0	0	11,000	41,412	No
Primary 6	21,660	15,363	12,192	0	0	31,000	80,215	1,543	10,644	12,187	13	0	78,672	
Primary 7	3,760	0	4,451	0	5,323	15,750	29,284	5,323	0	5,323	100	47,215	-23,254	No
Primary 18	600	3,500	5,378	1,885	11,578	39,000	61,941	7,248	9,054	16,302	44	0	54,693	Yes
Primary 31	0	2,000	1,000	600	500	8,000	12,100	6,481	5,271	11,752	55	0	5,619	Yes
Primary 8	3,402	5,958	1,188	0	74	7,126	17,748	1,899	0	1,899	100	0	15,849	Yes
Primary 29	42,568	3,725	5,281	1,509	4,675	0	57,758	12,377	0	12,377	100	41,800	3,581	No
Primary 9	0	3,495	11,704	0	3,262	3,304	21,765	2,942	9,878	12,820	23	4,673	14,150	Yes
Primary 26	400	4,000	4,000	3,145	1,108	5,353	18,006	8,475	833	9,308	91	5,900	3,631	Yes
Primary 10	0	0	4,068	0	0	21,783	25,851	1,015	0	1,015	100	0	24,836	No
Primary 21	13,281	0	3,455	1,624	544	30,000	48,904	5,149	0	5,149	100	0	43,755	
Primary 11	24,572	1,575	12,000	900	5,080	2,500	46,627	0	0	0	0	0	46,627	Yes
Primary 25	7,380	8,200	968	0	2,000	13,700	32,248	0	2,631	2,631	0	0	32,248	
Primary 12	1,253	512	2,013	0	2,761	800	7,339	0	6,809	6,809	0	0	7,339	Yes
Primary 23	1,300	0	6,828	0	2,644	11,333	22,105	8,395	0	8,395	100	0	13,710	
Primary 13	1,150	5,000	4,754	11,383	2,193	78,093	102,573	0	24,693	24,693	0	25,732	76,841	
Primary 19	19,760	10,500	5,000	6,635	3,000	57,000	101,895	900	0	900	100	0	100,995	No
Primary 24	0	146	1,718	150	388	14,140	16,543	2,146	0	2,146	100	0	14,397	No
Primary 14	0	694	2,601	830	1,234	25,055	30,413	0	0	0	0	7,262	23,152	No
Primary 15	3,824	2,175	2,764	265	4,131	32,105	45,264	3,728	0	3,728	100	17,197	24,339	Yes
Primary 28	15,500	0	1,753	0	0	48,500	65,753	3,361	2,237	5,598	60	4,300	58,092	Yes
Primary 20	740	3,013	1,257	420	0	10,339	15,769	392	1,891	2,283	17	11,963	3,414	
Primary 16	0	0	8,998	30	1,840	0	10,867	4,440	4,219	8,659	51	0	6,427	No
<b>Total Primary</b>	<b>271,855</b>	<b>130,549</b>	<b>145,108</b>	<b>35,759</b>	<b>135,360</b>	<b>655,000</b>	<b>1,373,631</b>	<b>126,530</b>	<b>99,011</b>	<b>225,541</b>	<b>56</b>	<b>245,342</b>	<b>1,001,759</b>	Yes = 14 No = 10 NR = 7
<b>Average Primary</b>	<b>8,770</b>	<b>4,211</b>	<b>4,681</b>	<b>1,154</b>	<b>4,366</b>	<b>21,129</b>	<b>44,311</b>	<b>4,082</b>	<b>3,194</b>	<b>7,276</b>	<b>-</b>	<b>7,914</b>	<b>32,315</b>	
Secondary 1	10,180	2,514	4,881	10,918	17,329	97,886	143,708	0	0	0	0	35,000	108,708	Yes
Secondary 2	4,200	0	7,528	0	27,445	8,819	47,992	0	0	0	0	0	47,992	Yes
Secondary 3	0	6,681	13,427	0	27,000	2,738	49,846	0	0	0	0	8,836	41,010	Yes
Secondary 4	6,419	19,184	3,961	1,429	6,165	4,251	41,409	0	0	0	0	0	41,409	Yes
<b>Total Secondary</b>	<b>20,799</b>	<b>28,380</b>	<b>29,797</b>	<b>12,347</b>	<b>77,939</b>	<b>113,694</b>	<b>282,955</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>43,836</b>	<b>239,119</b>	Yes = 4 No = 0 NR = 0
<b>Average Secondary</b>	<b>5,200</b>	<b>7,095</b>	<b>7,449</b>	<b>3,087</b>	<b>19,485</b>	<b>28,424</b>	<b>70,739</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>10,959</b>	<b>59,780</b>	
Special 1	0	2,500	4,000	0	7,500	1,500	15,500	0	3,305	3,305	0	0	15,500	Yes
Special 2	0	3,500	6,000	5,100	9,500	0	24,100	7,040	356	7,396	95	0	17,060	Yes
<b>Total Special</b>	<b>0</b>	<b>6,000</b>	<b>10,000</b>	<b>5,100</b>	<b>17,000</b>	<b>1,500</b>	<b>39,600</b>	<b>7,040</b>	<b>3,661</b>	<b>10,701</b>	<b>66</b>	<b>0</b>	<b>32,560</b>	Yes = 2 No = 0 NR = 0
<b>Average Special</b>	<b>0</b>	<b>3,000</b>	<b>5,000</b>	<b>2,550</b>	<b>8,500</b>	<b>750</b>	<b>19,800</b>	<b>3,520</b>	<b>1,831</b>	<b>5,351</b>	<b>-</b>	<b>0</b>	<b>16,280</b>	
<b>Total All Schools</b>	<b>292,654</b>	<b>164,928</b>	<b>184,905</b>	<b>53,206</b>	<b>230,299</b>	<b>770,194</b>	<b>1,696,186</b>	<b>133,570</b>	<b>102,672</b>	<b>236,242</b>	<b>57</b>	<b>289,178</b>	<b>1,273,438</b>	Yes = 20 No = 10 NR = 7
<b>Average All Schools</b>	<b>7,910</b>	<b>4,458</b>	<b>4,997</b>	<b>1,438</b>	<b>6,224</b>	<b>20,816</b>	<b>45,843</b>	<b>3,610</b>	<b>2,775</b>	<b>6,385</b>	<b>-</b>	<b>7,816</b>	<b>34,417</b>	

\* Current Net Cost calculated as: Total additional cost - Claimed received - Significant savings in the summer term



## Schools Funding Forum 3<sup>rd</sup> November 2020

## ITEM 6

**Subject Heading:**

**DSG Management Plan 2020-21**

**Report Author:**

**Nick Carter Principal Finance Officer  
(Schools)**

**Eligibility to vote:**

**All members**

### SUMMARY

This report introduces the DSG Management Plan 2020-21 template, recently released by the DfE, and examines the accompanying High Needs benchmarking data

### RECOMMENDATIONS

To note the report.

### REPORT DETAIL

#### 1. The Requirement to Complete a DSG Management Plan

The Dedicated Schools Grant (DSG) conditions of grant 2020 requires that any LA with an overall deficit on its DSG account at the end of the 2019 to 2020 financial year, or whose DSG surplus has substantially reduced during the year, must be able to present a plan to the Department for Education (DfE) for managing their future DSG spend. LAs will be required to share this information with their stakeholders, such as schools forums, parent and carer forum, local head teacher boards or groups.

This is the first year that all LAs with a deficit on the DSG have been required to produce such a plan. Previously LAs with a deficit of greater than 1% were required to produce a deficit recovery plan but there was no standard format.

At the end of the 2019-20 financial year, Havering had a deficit of £1.13m on the DSG. A detailed breakdown of this was presented to Schools' Funding Forum at their meeting on 18 June 2020.

The High Needs Block overspent by £4.6m in 2019-20. This was offset by a £1.3m DSG underspend carried forward from the 2018-19 financial year and £2.2m of underspends in other areas of the Dedicated Schools Budget (DSG) in financial year 2019-20. There remains a deficit carried forward into financial year 2020-21 of £1.13m.

As outlined in a report to the last meeting of the Schools' Funding Forum, current projections are that the DSG will have an overspend of £2.7m at the end of the 2020-21 financial year.

## **2. The Purpose of the DSG Management Plan Template**

In response to feedback from LAs and other stakeholders, the EFSA have designed a management plan template to help LAs to manage their DSG. ESFA has developed and enhanced this template in partnership with over 60 attendees from LAs, their representatives and other stakeholders via user research groups and collated feedback.

The template is intended to be a supportive tool to enable LAs to formulate and present their DSG management plans. It will be particularly useful for LAs when discussing and sharing proposals with internal and external bodies, including schools forum (particularly any high needs working groups), special educational needs and disabilities (SEND) partnership or oversight boards established by the council, parent and carer forums and relevant council committees. The template is designed to help LAs:

- comply with paragraph 5.2 of the DSG: conditions of grant 2020 to 2021
- monitor how DSG funding is being spent
- compare data on high needs spend between LAs
- highlight areas where LAs may wish to review spending
- form evidence-based and strategic future plans for the provision of children and young people with SEND
- present complex funding information simply to schools forums and other external stakeholders
- provide a consistent reporting format to help LAs share best practice and initiatives

The template includes comparisons of high needs provision and spend, to help LAs in the production of the required plan.

## **3. Timeframe**

The plan should be updated regularly and be presented at schools forum meetings regularly and at least on a termly basis. The LA should aim to present the first version of the plan to the schools forum before the deadline for block movement requests (January), if it is submitting one. The EFSA acknowledge that the management of DSG balances, both bringing spend in line with income and repaying deficits, will take time for some LAs. The template has been designed in such a way that it is intended to be a live document.

#### **4. High Needs Benchmarking Data**

The High Needs benchmarking data included with the DSG Management Plan Template is attached at Annex A. This will be examined at the meeting. Comparison is made between Havering and:

- Outer London
- England
- The five closest 'Statistical Neighbours'

Chart 1 shows that Havering has a lower proportion of children and young people with SEN statements or EHCPs than all three comparator groups.

Chart 2 breaks down the portion of CYP with SEN statements and EHCPs into where they are placed. Havering has a higher proportion in mainstream schools and Post 16, and a lower proportion in ARPs, special schools, Non Maintained Special Schools and independent schools, and hospital schools and AP.

Charts 3 – 6 provide a comparison of expenditure, broken down by category and phase of education. In 2019-20 Havering budgeted to spend less than the comparator groups on place funding, top-up funding, SEN support and inclusion services, and hospital education but more on alternative provision services.

When considering this data it should be noted that there may be some variation in the way that LAs categorise spend.

#### **5. The Format of the DSG Management Template**

The template in full is attached at Annex B.

The financial building blocks of the template are a series of tabs on which the LA shows projections for the number of placements in the different types of establishment, together with a projection of the corresponding costs. These are brought together in a financial summary which shows the projected expenditure if no mitigating action is taken and the projected expenditure after proposed mitigation.

A narrative is required for each placement type, outlining the key pressures behind changes in the data and projected trends. Also required is a summary of the current strategy and approach to provision in each placement type and how demographic pressures are managed. Current initiatives are outlined, together with how confident the LA is that they will add value.

Details of stakeholder engagement with the plan and intended future engagement is also detailed.



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## High Needs Benchmarking Tool

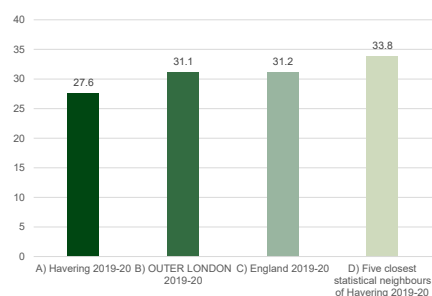
### Comparison of special provision and placements

Care should be taken in interpreting these charts. For example, the proportion of children and young people with SEN statements or EHC plans in mainstream schools will reflect both the pupil intake of the schools and the assessment practice and process in the LA. A lower proportion will not necessarily indicate that the schools are less inclusive of children and young people with SEN. The categories have been calculated per 1000 of 2 to 18 population to provide useful comparisons across LAs. **Please note there is currently no SEN data for the new LAs (Dorset (838) and Bournemouth, Christchurch and Poole (839)) in the benchmarking tool. The first SEN data for them collected in January 2020 and will be published in the next update of the tool.**

Your local authority	Year
<b>A) Havering</b>	<b>2019-20</b>
Viewing comparison with	
<b>B) OUTER LONDON</b>	<b>2019-20</b>
<b>C) England</b>	<b>2019-20</b>
<b>D) Five closest statistical neighbours of Havering</b>	<b>2019-20</b>

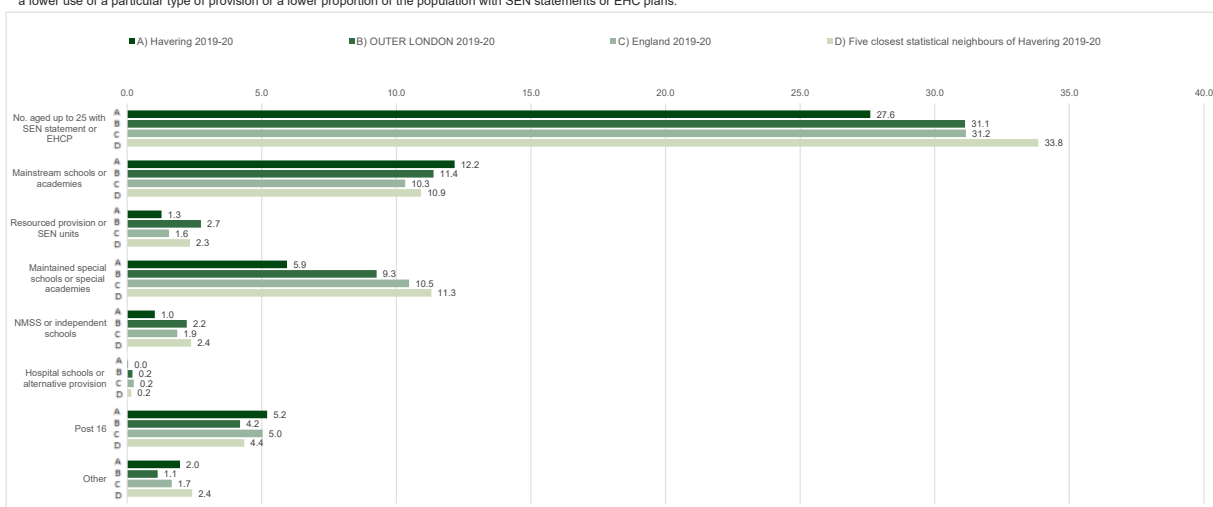
**Chart 1: Number aged up to 25 with SEN statement or EHC plan (per 1000 of 2-18 population)**

This chart compares the proportion of children and young people with SEN statements or EHC plans. Differences in proportions reflect not only differences in the level of needs but also variations between local authorities in the way that SEN assessments are undertaken, EHC plans are produced and special provision is made.



**Chart 2: Placement of pupils aged up to 25 with SEN statement or EHC plan (per 1000 of 2-18 population)**

This chart breaks down the proportion of children and young people with SEN statements or EHC plans into where they are placed. The categories of special provision are explained in more detail in the "Glossary and sources" worksheet and the data can be found in data table 2. Differences between local authorities should be interpreted with care. For example, lower numbers could reflect a lower use of a particular type of provision or a lower proportion of the population with SEN statements or EHC plans.



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## High Needs Benchmarking Tool

### Comparison of section 251 budget and outturn data

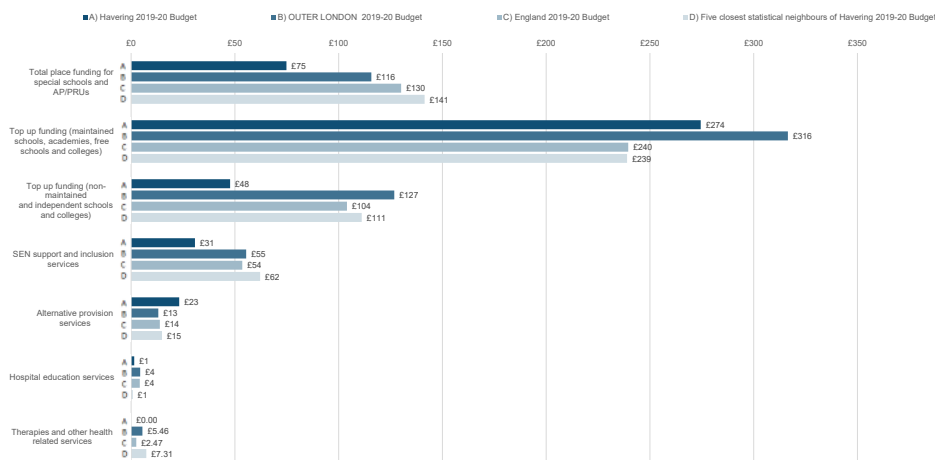
This sheet uses data from local authorities' section 251 budget and outturn returns, which have been submitted in line with the guidance for the relevant year, for example 2019-20 : <https://www.gov.uk/guidance/section-251-2019-to-2020>

The categories have been combined and calculated per head of the 2-18 population to provide useful comparisons of spend. It is important to understand the context of local authorities' expenditure patterns, and not to consider these figures in isolation.

### Chart 3: High needs amount per head of 2-18 population

This chart compares budgeted and/or outturn spend per head, using aggregated section 251 categories as explained in the "Glossary and sources" worksheet. The data can be found in data table 3. Note that place funding includes academies for the budget but excludes academies for outturn.

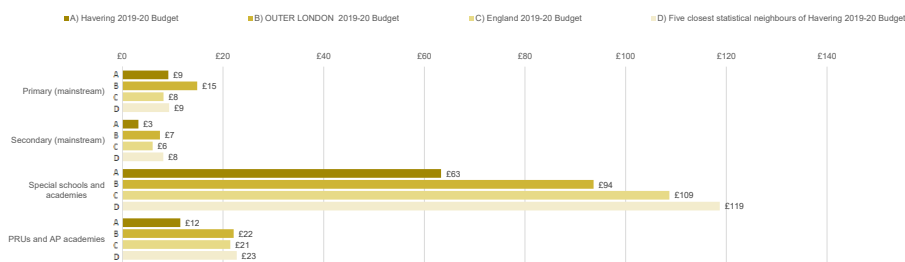
Note that the place funding category includes special schools and academies and PRUs and AP academies to enable comparison across years (refer to the "Glossary and sources" worksheet for category changes in 2018-19).



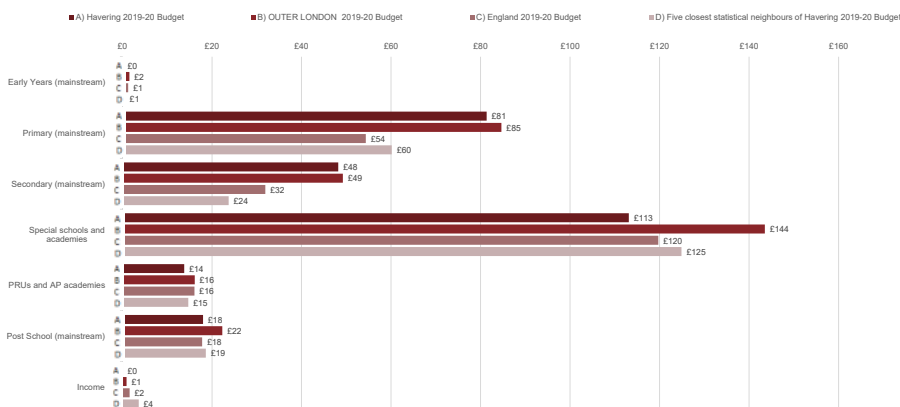
The following charts disaggregate local authority funding; top up funding (maintained schools, academies, free schools and colleges); and top up funding (non-maintained and independent schools and independent schools and colleges) into phase and institution type and income, for the selected comparators. This does not include expenditure on very young children with SEN or a disability which some local authorities make from their early years budgets. Differences can reflect both variations in spend and variations in the make-up of the local authority – for example, a greater proportion of secondary schools than the comparator.

### Chart 4: High needs amount per head of 2-18 population: place funding split by phase (for mainstream) and type of institution (for specialist provision)

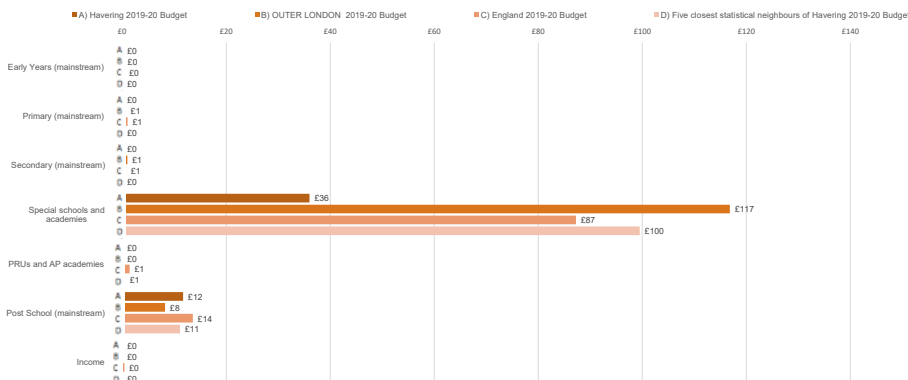
Note that place funding for Primary and Secondary schools was included for the first time in 2018-19. If a year prior to this is selected this category will be blank.



### Chart 5: High needs amount per head of 2-18 population: top up funding (maintained schools, academies, free schools and colleges) split by phase (for mainstream) and type of institution (for specialist provision)



### Chart 6: High needs amount per head of 2-18 population: top up funding (non-maintained and independent schools and colleges) split by phase (for mainstream) and type of institution (for specialist provision)





## Management Plan introduction

### Cell and tab colour guide

Summary tab (Some user narrative and data input)

Introduction

Narrative tab (user narrative input)

Placement type tab (user data input)

[Data from the High Needs Benchmarking Tool v6a](#)

User input cells - Editable - this is where you (the user) will need to enter data

Prepopulated cells - Un-editable/prepopulated

Calculation cells - Automatic calculation outputs/un-editable

### Purpose of completing a management plan

It is a requirement of the DSG: conditions of grant 2020 to 2021 (paragraph 5.2) that local authorities (LAs) have a plan in place to manage their overspend on the DSG: [DSG: conditions of grant 2020 to 2021](#)

To help local authorities (LAs) meet this requirement we have provided this DSG management plan template. The template will help all LAs to focus attention on comparison of high needs provision and spend, to produce the required plan. We encourage all LAs to use the template as a planning tool.

This template will help LAs:

- comply with paragraph 5.2 of the DSG: conditions of grant 2020 to 2021
- monitor how DSG funding is being spent
- compare data on high needs spend between LAs
- highlight areas where LAs may wish to review spending
- form evidence-based and strategic future plans for the provision of children and young people with special education needs and disabilities (SEND)
- present complex funding information simply to schools forums and other external stakeholders
- endeavours to provide assurances that LAs are achieving value for money from their DSG spend
- provide a consistent reporting format to help LAs share best practice and initiatives

We expect the plan to be updated and shared in your schools forum meetings and high needs subgroups regularly and at least on a termly basis. You should aim to present the first version of the plan to the schools forum in time for budget planning discussions for 2021 to 2022 and before the deadline for block movement requests, if submitting one. We expect the management plan to be signed off by the Director of Children's Services and the s151 officer within your local authority (LA) and across other areas which have also contributed.

If you have any issues completing this template then please contact the Financial Management mailbox:

[Financial.management@education.gov.uk](mailto:Financial.management@education.gov.uk)

Further guidance on DSG balances can be found on pages 46 to 48 of the

[Schools revenue funding 2021 to 2022 operational guide](#)

### Template contents

Links are clickable to each tab:

[Summary](#) - Summary: Financial / Children and Young People (CYP) narrative

[Financial](#) - Financial summary

[CYP](#) - Children and Young People (CYP) summary

[Governance](#) - Governance and Management

[Stakeholders](#) - Stakeholder engagement, co-production and consultation

[LA Specific](#) - Local Authority (LA) Specific Narrative

[Placements](#) - Placement type narrative

[Mainstream](#) - Mainstream schools or academies placements

[Resourced or SEN units](#) - Resourced provision or SEN Units placements

[Special Schools](#) - Maintained special schools or special academies placements

[NMSS or independent](#) - Non-maintained special schools or independent (NMSS or independent) placements

[Hospital schools or AP](#) - Hospital schools or alternative provision (AP) placements

[Post 16 and FE](#) - Post 16 and further education (FE) placements

[Health, Social Care](#) - Health, Social Care, Therapy Services and Care Provision

[Other](#) - Other placements or direct payments

[Compare SEN](#) - High Needs Benchmarking Tool: Comparison of special provision and placements

[Compare s251](#) - High Needs Benchmarking Tool: Comparison of section 251 budget and outturn data

[Compare high needs NFF](#) - High Needs Benchmarking Tool: Comparison of high needs national funding formula illustrative allocations

### Data

This template contains some pre-populated data. These are published figures that have been submitted to the department in the SEN2, S251 and school census collections.

S251 data is used on the Financial tab and each of the placement tabs. The published figures can be found here:

[s251 budget and outturn returns for 2017 to 2018](#)

[s251 budget and outturn returns for 2018 to 2019](#)

School census data is used for the number of EHCP and statements in the table "Total number of EHCP's by primary need (with estimated future projections)" on the CYP tab. The published figures can be found here, under the 'Download associated files' dropdown:

[School census data](#)

SEN2 data is used for the number of statements and EHCPs in the table "Total number of EHCPs by age group (with estimated future projections)". This data is taken from the previous January census which details the number of children and young people with special educational needs (SEN) statements and EHCPs as provided by local authorities (LAs) in January and the data being published each year in May subsequent to the January collection.

[Education, health and care plans](#)

To note: there is a caveat that the census data only collects school aged pupils and therefore does not include further education (FE) and 'other' groups such as work based placements and young people not in education, employment or training (NEETS) with EHCPs.

[For reference SEN2 data includes information on the following cohorts:](#)

- o Post 16
- o FE colleges
- o other FE
- o sixth forms
- o special establishment

- o educated elsewhere
- o not in education, employment or training
- o other apprenticeships
- o traineeships
- o supported internships

Your forecast EHCP and pupil numbers should take into account the CYP currently receiving support as reported on the high needs census and projected numbers rather than an annual average.

#### Placement details have been categorised as follows:

Mainstream schools or academies	Maintained mainstream schools (including foundation schools) Mainstream academies (including free schools)
Resourced provision or SEN units	Resourced provision in maintained mainstream schools and academies SEN units in maintained mainstream schools and academies
Maintained special schools or special academies	Maintained special schools (including foundation schools) Special academies (including special free schools)
NMSS or independent schools	Non-maintained special schools, independent special schools and other independent schools
Hospital Schools or Alternative Provision	Maintained hospital schools (including foundation schools) and pupil referral units Hospital schools that are academies, and alternative provision academies (including free schools)
Post 16 and Further Education (FE)	General further education and tertiary colleges/higher education Sixth form colleges Special post 16 institution Other further education
Other	Children and young people with a SEN statement or EHC plan for whom other arrangements have been made by parents or a local authority. Children and young people with a statement or EHC plan who were awaiting provision.

#### Glossary of terminology

<b>Children and young people (CYP):</b>	
Under 5 years of age	Under school age
Aged 5-10	Primary
Aged 11-15	Secondary
Aged 16-19	Further Education
Aged 20-25	Further Education
<b>Primary Need</b>	
ASD	Autistic Spectrum Disorder
HI	Hearing Impairment
MLD	Moderate Learning Difficulty
MSI	Multi-Sensory Impairment
PD	Physical difficulty
P&MLD	Profound & Multiple Learning Difficulty
SEMH	Social, Emotional and Mental Health
SLCN	Speech, Language and Communication needs
SLD	Severe Learning Difficulty
SPLD	Specific Learning Difficulty
VI	Visual impairment
Other	Other Difficulty / Disability
<b>Provision Type</b>	
AP	Alternative Provision
PRU	Pupil Referral Unit
NEETS	not in education, employment or training
<b>Financial:</b>	
Mitigated	if measures are put in place
Unmitigated	if no measures are put in place
Outturn	actual projected spend
SEND	Special Educational Needs and Disabilities
PCF	Parent Carer Forum
CCG	Clinical commissioning service

## Summary: Financial / Children and Young People (CYP) narrative

### Financial plan narrative

This is a brief description for managing the pressures on the DSG:

### High needs trends

Our strategy for managing the number of CYP receiving individual funding from the high needs block:

### Outcomes

How our management plan will ensure the best possible outcomes for children and young people with special educational needs and disabilities (SEND) in the local area:

Children and Young People (CYP) summary

Children and young people with education, health and care plans (EHCPs) or receiving top ups

All the cells on this tab are either pre populated or calculated from user input on other tabs. There are overview graphs following the table summaries

Total number of EHCPs by age group (with estimated future projections)

Jan	2018	2019	2020	2021	2022	2023	2024	2025
Under 5	53	51	59	0	0	0	0	0
Age 5 to 10	486	530	560	0	0	0	0	0
Age 11 to 15	447	494	530	0	0	0	0	0
Age 16 to 19	271	351	364	0	0	0	0	0
Age 20 to 25	71	108	170	0	0	0	0	0
Total number of EHCPs by Age Group	1,328	1,534	1,693	0	0	0	0	0

Total number of CYP receiving individual top ups with no EHCP by age group (with estimated future projections)

Jan	2018	2019	2020	2021	2022	2023	2024	2025
Under 5	0	0	0	0	0	0	0	0
Age 5 to 10	0	0	0	0	0	0	0	0
Age 11 to 15	0	0	0	0	0	0	0	0
Age 16 to 19	0	0	0	0	0	0	0	0
Age 20 to 25	0	0	0	0	0	0	0	0
Total number of EHCPs by Age Group	0	0	0	0	0	0	0	0

Total number of CYP supported by the high needs block with no EHCP or individual top up (with estimated future projections)

Jan	2018	2019	2020	2021	2022	2023	2024	2025
Under 5	0	0	0	0	0	0	0	0
Age 5 to 10	0	0	0	0	0	0	0	0
Age 11 to 15	0	0	0	0	0	0	0	0
Age 16 to 19	0	0	0	0	0	0	0	0
Age 20 to 25	0	0	0	0	0	0	0	0
Total number of CYP by Age Group	0	0	0	0	0	0	0	0

Total number of EHCPs by primary need (with estimated future projections)

Jan	2018	2019	2020	2021	2022	2023	2024	2025
Autistic Spectrum Disorder	0	0	0	0	0	0	0	0
Hearing Impairment	0	0	0	0	0	0	0	0
Moderate Learning Difficulty	0	0	0	0	0	0	0	0
Multi-Sensory Impairment	0	0	0	0	0	0	0	0
Physical Disability	0	0	0	0	0	0	0	0
Profound & Multiple Learning Difficulty	0	0	0	0	0	0	0	0
Social, Emotional and Mental Health	0	0	0	0	0	0	0	0
Speech, Language and Communications needs	0	0	0	0	0	0	0	0
Severe Learning Difficulty	0	0	0	0	0	0	0	0
Specific Learning Difficulty	0	0	0	0	0	0	0	0
Visual Impairment	0	0	0	0	0	0	0	0
Other Difficulty/Disability	0	0	0	0	0	0	0	0
SEN support but no specialist assessment of type of need	0	0	0	0	0	0	0	0
Total number of EHCPs by primary need	0	0	0	0	0	0	0	0

Published census data - prepopulated

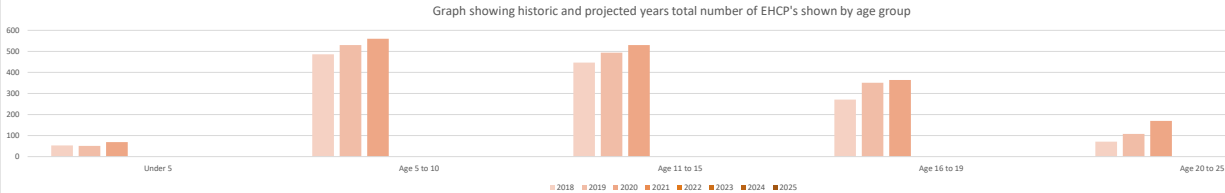
Total number of EHCPs by primary need

2018	2019	2020	2018	2019	2020
230	243	269	Autistic Spectrum Disorder		
37	37	30	Hearing Impairment		
155	154	109	Moderate Learning Difficulty		
3	5	8	Multi-Sensory Impairment		
56	55	51	Physical Disability		
50	50	65	Profound & Multiple Learning Difficulty		
86	109	134	Social, Emotional and Mental Health		
196	218	277	Speech, Language and Communications needs		
116	126	181	Severe Learning Difficulty		
21	22	30	Specific Learning Difficulty		
15	18	18	Visual Impairment		
19	25	28	Other Difficulty/Disability		
			SEN support but no specialist assessment of type of need		
984	1,062	1,200	Total number of EHCPs by primary need		

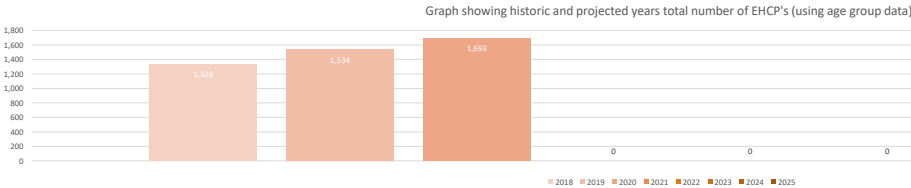
Total number of EHCPs by provision type (with estimated future projections from each placement tab using EHCP age group data)

Jan	2018	2019	2020	2021	2022	2023	2024	2025
Mainstream schools or academies								
Resourced Provision or SEN Units								
Maintained special schools or special academies								
NHSS or independent schools								
Hospital schools or Alternative Provision								
Post 16								
Other								
Total number of EHCPs by placement type								

Graph showing historic and projected years total number of EHCPs shown by age group



Graph showing historic and projected years total number of EHCPs (using age group data)



## Summary of 2020 to 2021 position

	£ , 000s
Carry forward from 2019 to 2020	£21,870
Mitigated budget	£0
Unmitigated budget	£0
Saving	£0
Projected carry forward to 2021 to 2022	£21,870

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	Published data - prepopulated	Outturn	Total Projected Mitigated Expenditure (Forecast with Savings and invest to save measures)	Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)
2019				
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	Published data - prepopulated	Outturn	Total Projected Mitigated Expenditure (Forecast with savings and invest to save measures)	Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)
--	----------------------------------	---------	--	--

[illegible][illegible][illegible][illegible][illegible]

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25		2020-21	2021-22	2022-23	2023-24	2024-25
Post 16 placements Total Expenditure	£1,562,154	£1,484,503	-	-	-	-	-	-		-	-	-	-	-
Year on year change	-	-£77,651	-	-	-	-	-	-		-	-	-	-	-
Post 16 placements Total % change year on year	-	-5%	-	-	-	-	-	-		-	-	-	-	-

[illegible]

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25		2020-21	2021-22	2022-23	2023-24	2024-25
Health, Social Care, Therapy Services and Care Provision Total Expenditure	£0	£0												
Year on year change		£0												
Health, Social Care, Therapy Services and Care Provision														
Total % change year on year														

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Governance and Management

Sign off and review of the management plan

Our management plan has been reviewed and signed off by relevant local authority colleagues and will be continually monitored and updated:  
Our management plan has been reviewed and signed off by our SEND Governance Board (or equivalent)  
Our management plan has been discussed and is supported by our schools forum:

Role	Name	Signature	Comments	Email contact	Date

Workstream log

Workstream name	Stage	Lead person (Inc job role and email address)	Purpose (Including which provisions it impacts)	Accountability and reporting	Overall cost and any financial savings	Start date	Estimated completion date	Description of outcomes and success criteria	Key milestones and dates	Date information last updated

## Placement type narrative

These links will take you to the relevant narrative

[Mainstream](#)

[Resourced provision or SEN Units placements](#)

[Maintained special schools or special academies placements](#)

[NMSS or independent](#)

[Hospital schools and Alternative Provision](#)

[Post 16 and further education](#)

[Health & Social Care](#)

[Other placements or direct payments](#)

### Mainstream (mainstream schools or academies placements)

These have been / are our key pressures and issues in mainstream and the reasons behind the changes in the data and projected trends for the next 5 years:

Summary of our current strategy and approach to mainstream provision including our proposals to invest long term to meet a wider range of needs:  
Our approach for managing the demographic demand pressures are:

The current initiatives we are trialling in mainstream provision and how these are going:  
The reasons we have chosen these initiatives:  
Our confidence that the overall cost of these initiatives will be less than the expenditure and of the value they will add:

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### Resourced provision or SEN Units placements

These have been / are our key pressures and issues in resourced provision or SEN Units placements and the reasons behind the changes in the data and projected trends for the next 5 years:

Summary of our current strategy and approach to resourced provision or SEN Units placements including our proposals to invest long term to meet a wider range of needs:  
Our approach for managing the demographic demand pressures are:

The current initiatives we are trialling in resourced provision or SEN Units placements and how these are going:  
The reasons we have chosen these initiatives:  
Our confidence that the overall cost of these initiatives will be less than the expenditure and of the value they will add:

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### Maintained special schools or special academies placements

These have been / are our key pressures and issues in maintained special schools or special academies placements and the reasons behind the changes in the data and projected trends for the next 5 years:

Summary of our current strategy and approach to maintained special schools or special academies placements including our proposals to invest long term to meet a wider range of needs:  
Our approach for managing the demographic demand pressures are:

The current initiatives we are trialling in maintained special schools or special academies placements and how these are going:  
The reasons we have chosen these initiatives:  
Our confidence that the overall cost of these initiatives will be less than the expenditure and of the value they will add:

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### NMSS or independent (non-maintained special schools or independent (NMSS or independent) placements)

These have been / are our key pressures and issues in NMSS or independent and the reasons behind the changes in the data and projected trends for the next 5 years:

The current initiatives we are trialling in NMSS or independent provision and how these are going:  
The reasons we have chosen these initiatives:  
Our confidence that the overall cost of these initiatives will be less than the expenditure and of the value they will add:

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### Hospital schools or AP (hospital schools or alternative provision (AP) placements)

These have been / are our key pressures and issues in hospital schools or AP and the reasons behind the changes in the data and projected trends for the next 5 years:

Our current strategy and approach to hospital schools or AP provision including our proposals to invest long term to meet a wider range of needs:  
Our approach for managing the demographic demand pressures are:

The current initiatives we are trialling in hospital schools or AP provision and how these are going:  
The reasons we have chosen these initiatives:  
Our confidence that the overall cost of these initiatives will be less than the expenditure and of the value they will add:

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### Post 16 and FE (Post 16 and further education (FE) placements)

These have been / are our key pressures and issues in post 16 and further education and the reasons behind the changes in the data and projected trends for the next 5 years:

Our current strategy and approach to post 16 and further education provision including our proposals to invest long term to meet a wider range of needs:  
Our approach for managing the demographic demand pressures are:

The current initiatives we are trialling in post 16 and further education provision and how these are going:  
The reasons we have chosen these initiatives:  
Our confidence that the overall cost of these initiatives will be less than the expenditure and of the value they will add:

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### Health, Social Care (health, social care, therapy services and care provision)

A summary of the inputs made by our partners and the proportion of current costs which are covered for health and social care needs of our children and young people (CYP):

What we are doing to ensure there are appropriate contributions from health and social care services to ensure we are meeting these needs of our CYP:

A brief outline of current and future demand for therapy services and arrangements that we have with health services to manage and meet this demand, including our input into this service:

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### Other (other placements or direct payments)

These have been / are our key pressures and issues in other placements or direct payments and the reasons behind the changes in the data and projected trends for the next 5 years:

Our current strategy and approach to other placements or direct payments provision including our proposals to invest long term to meet a wider range of needs:  
Our approach for managing the demographic demand pressures are:

The current initiatives we are trialling in other placements or direct payments provision and how these are going:  
The reasons we have chosen these initiatives:  
Our confidence that the overall cost of these initiatives will be less than the expenditure and of the value they will add:

## Stakeholder engagement, co-production and consultation

### Schools forum

How we have engaged or propose to engage with schools forum regarding these plans (Including any feedback or comments from schools forum):

Evidence of consultation with our schools forum:

How we intend to ensure future engagement with schools forum regarding our plans

### Education institutions

How we have engaged or propose to engage with Early Years, schools, colleges and other education institutions regarding these plans (Including any feedback or comments):

How education institutions have been involved, including their responsibilities in our plan proposals

### Parents and carers

How we have engaged or propose to engage with parents and carers regarding these plans : (Including any feedback or comments)

How we intend to ensure future engagement with parents and carers regarding our plans:

### Children and young people

How we have engaged or propose to engage with children and young people regarding these plans : (Including any feedback or comments)

How we intend to ensure future engagement with children and young people regarding our plans:

### Elected members (councillors, mayors)

How we have engaged or propose to engage with elected members regarding these plans : (Including any feedback or comments)

How we intend to ensure future engagement with elected members regarding our plans:

### Health partners

How we have engaged or propose to engage with health partners regarding these plans : (Including any feedback or comments)

How we intend to ensure future engagement with health partners regarding our plans:

## Local Authority (LA) Specific Narrative

### Key risks and mitigations

Our key risks and mitigations are detailed below:

### Management plan support

What support we need to ensure we deliver our management plan effectively:

### Overall EHCP data and projected trends

Our main drivers statistically regarding all our EHCP rates are as follows:

### Strategy and approach to workforce

What we are doing to support education establishments to meet the needs of children and young people (CYP) with special educational needs and disabilities (SEND) and to promote inclusive

### Strategy and approach to EHCP rates

How we are ensuring we have the provision in place for all CYP with different needs:

### Managing demand pressures

What we are doing to manage demand pressures and the overall increase in numbers requiring support from the high needs block, including the demand from the 20-25 cohort of young people:

How we assess the threshold for our EHCP numbers:

### Sharing best practice and effective practices

How we are sharing best practice and effective practices, including how we are doing this alongside other local authorities:

### Assumptions

How we have arrived at these projected numbers - the formula we have used to arrive at the calculations and assumptions we have made, including why we have made these assumptions:

### Block movements and disapplications

These are our plans around block movements and disapplications for future years and how these fit into our overall strategy:

### Population

These are our assumptions regarding population growth within the local authority and how we have arrived at these calculations, including why we have made these assumptions:

### Governance and commissioning arrangements with CCGs

This is our approach to jointly commissioning services for CYP with SEND:

How we are using and will continue to strengthen our jointly commissioning arrangements for CYP with SEND:

### Capital

These are our plans regarding capital investment and how this will support our overall high needs strategy:

### Early years

These are our key strategies to support early years:

### Special educational needs (SEN) transport costs

This shows a year by year breakdown of our SEN transport costs:

Please include any breakdown of any costs charged to the DSG

### SEN other costs

This free text box should provide a summary of your other costs charged to the high needs block of the DSG:

## Mainstream schools or academies placements

## Data

	Published outturn data - prepopulated		Outturn	Total Projected Mitigated Expenditure (Forecast with Savings and invest to save measures)						Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)				
	2017-18	2018-19		2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2020-21	2021-22	2022-23	2023-24	2024-25
<b>Primary</b>														
1.2.1 Top up funding - maintained schools	£2,819,179	£3,287,103												
1.2.2 Top-up funding - academies, free schools and colleges	£355,462	£385,251												
1.2.4 Additional high needs targeted funding for mainstream schools and academies	£94,936	£137,085												
1.2.5 SEN support services	£590,035	£555,350												
1.2.8 Support for inclusion	£0	£38,269												
<b>Secondary</b>														
1.2.1 Top up funding - maintained schools	£217,102	£51,328												
1.2.2 Top-up funding - academies, free schools and colleges	£2,315,321	£2,318,153												
1.2.4 Additional high needs targeted funding for mainstream schools and academies	£117,798	£172,142												
1.2.5 SEN support services	£387,925	£306,610												
1.2.8 Support for inclusion	£113,289	£32,689												
<b>Early Years</b>														
1.2.1 Top up funding - maintained schools	£9,010	£0												
1.2.2 Top-up funding - academies, free schools and colleges	£1,187	£0												
1.2.4 Additional high needs targeted funding for mainstream schools and academies	£0	£0												
1.2.5 SEN support services	£474,487	£470,920												
1.2.8 Support for inclusion	£0	£0												
<b>Total Expenditure</b>	<b>£7,505,731</b>	<b>£8,354,879</b>												

## Number of EHCPs by Age Group in mainstream (with estimated future projections)

	2018	2019	2020	2021	2022	2023	2024	2025
Jan								
Under 5								
Age 5 to 10								
Age 11 to 15								
Age 16 to 19								
Age 20 to 25								
<b>Total number by Age Group</b>								

## Number of CYP receiving top ups with no EHCP by age group (with estimated future projections)

	2018	2019	2020	2021	2022	2023	2024	2025
Jan								
Under 5								
Age 5 to 10								
Age 11 to 15								
Age 16 to 19								
Age 20 to 25								
<b>Total number by Age Group</b>								

## Total number of CYP supported by the high needs block (with estimated future projections)

	2018	2019	2020	2021	2022	2023	2024	2025
Jan								
Under 5								
Age 5 to 10								
Age 11 to 15								
Age 16 to 19								
Age 20 to 25								
<b>Total number by Age Group</b>								

## Number of CYP supported by Primary Need in mainstream (with estimated future projections)

	2018	2019	2020	2021	2022	2023	2024	2025
Jan								
Autistic Spectrum Disorder								
Hearing Impairment								
Moderate Learning Difficulty								
Multi-Sensory Impairment								
Physical Disability								
Profound & Multiple Learning Difficulty								
Social, Emotional and Mental Health								
Speech, Language and Communications needs								
Severe Learning Difficulty								
Specific Learning Difficulty								
Visual Impairment								
Other Difficulty/Disability								
SEN support but no specialist assessment of type of need								
<b>Total number of EHCPs by primary need</b>								

## Resourced provision or SEN Units placements

Data																
Published outturn				Total Projected Mitigated Expenditure (Forecast with Savings and invest to save measures)					Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)							
data - prepopulated				Outturn												
				2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2020-21	2021-22	2022-23	2023-24	2024-25
1.0.2 High needs place funding within Individual Schools Budget (Primary)					£289,667											
1.0.2 High needs place funding within Individual Schools Budget (Secondary)					£33,333											
1.0.2 High needs place funding within Individual Schools Budget (Early Years)					£0											
Total Expenditure					£323,000											
Number of EHCPs by age aroup in Resourced provision or SEN units (with estimated future projections)																
Jan				2018	2019	2020	2021	2022	2023	2024	2025					
Under 5																
Age 5 to 10																
Age 11 to 15																
Age 16 to 19																
Age 20 to 25																
Total number s by Age Group																
Number of CYP receiving top ups with no EHCP by age group (with estimated future projections)																
Jan				2018	2019	2020	2021	2022	2023	2024	2025					
Under 5																
Age 5 to 10																
Age 11 to 15																
Age 16 to 19																
Age 20 to 25																
Total number by Age Group																
Total number of CYP supported by the high needs block (with estimated future projections)																
Jan				2018	2019	2020	2021	2022	2023	2024	2025					
Under 5																
Age 5 to 10																
Age 11 to 15																
Age 16 to 19																
Age 20 to 25																
Total number by Age Group																
Number of CYP supported by primary need in Resourced provision or SEN units (with estimated future projections)																
Jan				2018	2019	2020	2021	2022	2023	2024	2025					
Autistic Spectrum Disorder																
Hearing Impairment																
Moderate Learning Difficulty																
Multi- Sensory Impairment																
Physical Disability																
Profound & Multiple Learning Difficulty																
Social, Emotional and Mental Health																
Speech, Language and Communications needs																
Severe Learning Difficulty																
Specific Learning Difficulty																
Visual Impairment																
Other Difficulty/Disability																
SEN support but no specialist assessment of type of need																
Total number of EHCPs by primary need																

# Maintained special schools or special academies placements

## Data

	Published outturn			Total Projected Mitigated Expenditure (Forecast with Savings and invest to save measures)						Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)				
	data - prepopulated	Outturn		2020-21	2021-22	2022-23	2023-24	2024-25		2020-21	2021-22	2022-23	2023-24	2024-25
All the below relate to the SEN/Special schools column only														
1.0.2 High needs place funding within Individual Schools Budget		£1,533,699												
1.2.1 Top up funding - maintained schools	£1,833,450	£2,235,041												
1.2.2 Top-up funding – academies, free schools and colleges	£2,337,074	£2,741,324												
1.2.5 SEN support services	£7,688	£5,924												
1.2.8 Support for inclusion	£0	£0												
<b>Total Expenditure</b>	<b>£4,178,212</b>	<b>£6,515,987</b>												

### Number of EHCPs by age group in maintained special schools or special academies (with estimated future projections)

	2018	2019	2020	2021	2022	2023	2024	2025
Jan								
Under 5								
Age 5 to 10								
Age 11 to 15								
Age 16 to 19								
Age 20 to 25								
<b>Total number s by Age Group</b>								

### Number of CYP receiving top ups with no EHCP by age group (with estimated future projections)

	2018	2019	2020	2021	2022	2023	2024	2025
Jan								
Under 5								
Age 5 to 10								
Age 11 to 15								
Age 16 to 19								
Age 20 to 25								
<b>Total number by Age Group</b>								

### Total number of CYP supported by the high needs block (with estimated future projections)

	2018	2019	2020	2021	2022	2023	2024	2025
Jan								
Under 5								
Age 5 to 10								
Age 11 to 15								
Age 16 to 19								
Age 20 to 25								
<b>Total number by Age Group</b>								

### Number of CYP supported by primary need in maintained special schools or special academies (with estimated future projections)

	2018	2019	2020	2021	2022	2023	2024	2025
Jan								
Autistic Spectrum Disorder								
Hearing Impairment								
Moderate Learning Difficulty								
Multi- Sensory Impairment								
Physical Disability								
Profound & Multiple Learning Difficulty								
Social, Emotional and Mental Health								
Speech, Language and Communications needs								
Severe Learning Difficulty								
Specific Learning Difficulty								
Visual Impairment								
Other Difficulty/Disability								
SEN support but no specialist assessment of type of need								
<b>Total number of EHCPs by primary need</b>								

# Non-maintained special schools or independent (NMSS or independent) placements

## Data

	Published outturn			Total Projected Mitigated Expenditure (Forecast with Savings and invest to save measures)					Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)				
	data - prepopulated		Outturn	2020-21	2021-22	2022-23	2023-24	2024-25	2020-21	2021-22	2022-23	2023-24	2024-25
1.2.3 Top-up and other funding – non-maintained and independent providers	2017-18	2018-19	2019-20										
	£3,173,508	£3,640,492											
<b>Total Expenditure</b>	<b>£3,173,508</b>	<b>£3,640,492</b>											
<b>Number of EHCPs by age group in NMSS or independent (with estimated future projections)</b>													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Under 5													
Age 5 to 10													
Age 11 to 15													
Age 16 to 19													
Age 20 to 25													
<b>Total number s by Age Group</b>													
<b>Number of CYP receiving top ups with no EHCP by age group (with estimated future projections)</b>													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Under 5													
Age 5 to 10													
Age 11 to 15													
Age 16 to 19													
Age 20 to 25													
<b>Total number by Age Group</b>													
<b>Total number of CYP supported by the high needs block (with estimated future projections)</b>													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Under 5													
Age 5 to 10													
Age 11 to 15													
Age 16 to 19													
Age 20 to 25													
<b>Total number by Age Group</b>													
<b>Number of CYP supported by primary need in NMSS or independent (with estimated future projections)</b>													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Autistic Spectrum Disorder													
Hearing Impairment													
Moderate Learning Difficulty													
Multi- Sensory Impairment													
Physical Disability													
Profound & Multiple Learning Difficulty													
Social, Emotional and Mental Health													
Speech, Language and Communications needs													
Severe Learning Difficulty													
Specific Learning Difficulty													
Visual Impairment													
Other Difficulty/Disability													
SEN support but no specialist assessment of type of need													
<b>Total number of EHCPs by primary need</b>													



# Non-maintained special schools or independent (NMSS or independent) placements

## Data

	Published outturn			Total Projected Mitigated Expenditure (Forecast with Savings and invest to save measures)					Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)				
	data - prepopulated		Outturn	2020-21	2021-22	2022-23	2023-24	2024-25	2020-21	2021-22	2022-23	2023-24	2024-25
1.2.3 Top-up and other funding – non-maintained and independent providers	2017-18	2018-19	2019-20										
	£3,173,508	£3,640,492											
<b>Total Expenditure</b>	<b>£3,173,508</b>	<b>£3,640,492</b>											
<b>Number of EHCPs by age group in NMSS or independent (with estimated future projections)</b>													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Under 5													
Age 5 to 10													
Age 11 to 15													
Age 16 to 19													
Age 20 to 25													
<b>Total number s by Age Group</b>													
<b>Number of CYP receiving top ups with no EHCP by age group (with estimated future projections)</b>													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Under 5													
Age 5 to 10													
Age 11 to 15													
Age 16 to 19													
Age 20 to 25													
<b>Total number by Age Group</b>													
<b>Total number of CYP supported by the high needs block (with estimated future projections)</b>													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Under 5													
Age 5 to 10													
Age 11 to 15													
Age 16 to 19													
Age 20 to 25													
<b>Total number by Age Group</b>													
<b>Number of CYP supported by primary need in NMSS or independent (with estimated future projections)</b>													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Autistic Spectrum Disorder													
Hearing Impairment													
Moderate Learning Difficulty													
Multi- Sensory Impairment													
Physical Disability													
Profound & Multiple Learning Difficulty													
Social, Emotional and Mental Health													
Speech, Language and Communications needs													
Severe Learning Difficulty													
Specific Learning Difficulty													
Visual Impairment													
Other Difficulty/Disability													
SEN support but no specialist assessment of type of need													
<b>Total number of EHCPs by primary need</b>													

## Hospital schools or alternative provision (AP) placements

### Data

	Published outturn			Total Projected Mitigated Expenditure(Forecast with Savings and invest to save measures)						Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)				
	data - prepopulated		Outturn	2020-21	2021-22	2022-23	2023-24	2024-25		2020-21	2021-22	2022-23	2023-24	2024-25
1.0.2 High needs place funding within Individual Schools Budget (AP/PRUs)	2017-18	2018-19	2019-20											
		£0												
1.2.1 Top up funding - maintained schools (AP/PRUs)		£0	£0											
1.2.2 Top-up funding – academies, free schools and colleges (AP/PRUs)	£502,437	£548,651												
1.2.5 SEN support services (AP/PRUs)	£0	£0												
1.2.8 Support for inclusion (AP/PRUs)	£0	£0												
1.2.6 Hospital education services (whole line)	£59,483	£50,397												
1.2.7 Other alternative provision services (whole line)	£1,239,303	£951,621												
<b>Total Expenditure</b>	<b>£1,801,223</b>	<b>£1,550,669</b>												
<b>Number of EHCPs by age group in hospital schools or AP (with estimated future projections)</b>														
Jan	2018	2019	2020	2021	2022	2023	2024	2025						
Under 5														
Age 5 to 10														
Age 11 to 15														
Age 16 to 19														
Age 20 to 25														
<b>Total number s by Age Group</b>														
<b>Number of CYP receiving top ups with no EHCP by age group (with estimated future projections)</b>														
Jan	2018	2019	2020	2021	2022	2023	2024	2025						
Under 5														
Age 5 to 10														
Age 11 to 15														
Age 16 to 19														
Age 20 to 25														
<b>Total number by Age Group</b>														
<b>Total number of CYP supported by the high needs block (with estimated future projections)</b>														
Jan	2018	2019	2020	2021	2022	2023	2024	2025						
Under 5														
Age 5 to 10														
Age 11 to 15														
Age 16 to 19														
Age 20 to 25														
<b>Total number by Age Group</b>														
<b>Number of CYP supported by primary need in hospital schools or AP (with estimated future projections)</b>														
Jan	2018	2019	2020	2021	2022	2023	2024	2025						
Autistic Spectrum Disorder														
Hearing Impairment														
Moderate Learning Difficulty														
Multi- Sensory Impairment														
Physical Disability														
Profound & Multiple Learning Difficulty														
Social, Emotional and Mental Health														
Speech, Language and Communications needs														
Severe Learning Difficulty														
Specific Learning Difficulty														
Visual Impairment														
Other Difficulty/Disability														
SEN support but no specialist assessment of type of need														
<b>Total number of EHCPs by primary need</b>														

## Post 16 and further education (FE) placements

### Data

	Published outturn data - prepopulated		Outturn	Total Projected Mitigated Expenditure(Forecast with Savings and invest to save measures)					Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)				
All the below relate to the Post school column only	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2020-21	2021-22	2022-23	2023-24	2024-25
1.2.2 Top-up funding – academies, free schools and colleges	£1,562,154	£1,484,503											
1.2.5 SEN support services	£0	£0											
1.2.8 Support for inclusion	£0	£0											
Total Expenditure	£1,562,154	£1,484,503											
Number of EHCPs by age group in post 16 and further education (with estimated future projections)													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Age 16 to 19													
Age 20 to 25													
Total number s by Age Group													
Number of CYP receiving top ups with no EHCP by age group (with estimated future projections)													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Age 16 to 19													
Age 20 to 25													
Total number by Age Group													
Total number of CYP supported by the high needs block (with estimated future projections)													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Age 16 to 19													
Age 20 to 25													
Total number by Age Group													
Number of CYP supported by primary need in post 16 and further education (with estimated future projections)													
Jan	2018	2019	2020	2021	2022	2023	2024	2025					
Autistic Spectrum Disorder													
Hearing Impairment													
Moderate Learning Difficulty													
Multi- Sensory Impairment													
Physical Disability													
Profound & Multiple Learning Difficulty													
Social, Emotional and Mental Health													
Speech, Language and Communications needs													
Severe Learning Difficulty													
Specific Learning Difficulty													
Visual Impairment													
Other Difficulty/Disability													
SEN support but no specialist assessment of type of need													
Total number of EHCPs by primary need													

## Health, Social Care, Therapy Services and Care Provision

### Data

	Published outturn data - prepopulated			Total Projected Mitigated Expenditure (Forecast with Savings and invest to save measures)					Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)				
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2020-21	2021-22	2022-23	2023-24	2024-25
1.2.13 Therapies and other health related services (whole line)	£0	£0											
<b>Total Expenditure</b>	<b>£0</b>	<b>£0</b>											

Other placements or direct payments

Data																			
			Published outturn			Total Projected Mitigated Expenditure (Forecast with Savings and invest to save measures)					Total Projected Unmitigated Expenditure (Forecast based on current trends without mitigating actions)								
			data - prepopulated		Outturn														
			2017-18	2018-19	2019-20	2020-21				2021-22	2022-23	2023-24	2024-25	2020-21	2021-22	2022-23	2023-24	2024-25	
(1.2.9) Special schools and PRUs in financial difficulty			£0	£0															
(1.2.10) PFI/BSF costs at special schools, AP/PRUs and Post 16 institutions only			£0	£0															
(1.2.11) Direct payments (SEN and disability)			£0	£0															
(1.2.12) Carbon reduction commitment allowances (PRUs)			£0	£0															
Total Expenditure			£0	£0															
Number of EHCPs by age group in other placements or direct payments (with estimated future projections)																			
Jan			2018	2019	2020	2021				2022	2023	2024	2025						
Under 5																			
Age 5 to 10																			
Age 11 to 15																			
Age 16 to 19																			
Age 20 to 25																			
Total number s by Age Group																			
Number of CYP receiving top ups with no EHCP by age group (with estimated future projections)																			
Jan			2018	2019	2020	2021				2022	2023	2024	2025						
Under 5																			
Age 5 to 10																			
Age 11 to 15																			
Age 16 to 19																			
Age 20 to 25																			
Total number by Age Group																			
Total number of CYP supported by the high needs block (with estimated future projections)																			
Jan			2018	2019	2020	2021				2022	2023	2024	2025						
Under 5																			
Age 5 to 10																			
Age 11 to 15																			
Age 16 to 19																			
Age 20 to 25																			
Total number by Age Group																			
Number of CYP supported by primary need in other placements or direct payments (with estimated future projections)																			
Jan			2018	2019	2020	2021				2022	2023	2024	2025						
Autistic Spectrum Disorder																			
Hearing Impairment																			
Moderate Learning Difficulty																			
Multi- Sensory Impairment																			
Physical Disability																			
Profound & Multiple Learning Difficulty																			
Social, Emotional and Mental Health																			
Speech, Language and Communications needs																			
Severe Learning Difficulty																			
Specific Learning Difficulty																			
Visual Impairment																			
Other Difficulty/Disability																			
SEN support but no specialist assessment of type of need																			
Total number of EHCPs by primary need																			

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted