

Schools Forum Agenda

Tuesday 15 June 2021 at 2.00 pm

The meeting will be held remotely on Teams – if you would like to observe the meeting contact: david.abbott@lbhf.gov.uk

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| 6. | ANY OTHER BUSINESS | |
| | Verbal update on: Scheme for Financing Schools and Schools Financial Procedures | |

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Date issued: 08 June 2021

Agenda Item 1

Schools Forum – 23 March 2021 Minutes of the meeting

NOTE: This meeting was held remotely

Present

| Voting members | Non-voting members |
|--|---|
| Primary School Heads Karen Cunningham, St John XXIII Catholic Primary School Michele Barrett, Randolph Beresford and | Schools Representatives Tim Scott, Fulham College Aidan Smith, LA Governor at Jack Tizard |
| Vanessa Nursery Kathleen Williams, Holy Cross Primary Joe Brown, Old Oak Primary School Claire Fletcher, St Paul's CE Primary | Observers Chantelle Thomas-Payne, St John's Walham Green School (School |
| Academies and Free Schools Gary Kynaston, Hammersmith Academy (Chair) Daniel Upfield, Ark Swift Academy | Business Manager) Alex Parker, Business Manager Ben McLaughlin Mark Hopper |
| AP Academies Krishna Purbhoo, Exec Head of TBAP | |
| Non-Schools Members Jane Gleasure, Little People (EY PVI) | |

Officers

Jacqui McShannon, Director of Children's Services
Tony Burton, Head of Finance (Children's Services and Education)
Jan Parnell, Director of Education
Mandy Lawson, Assistant Director, Education and Disabilities
Valerie Irolla, Principal Accountant
Jill Lecznar, Head of Finance (Corporate)
Phil Tomsett, Head of Early Years
David Abbott, Head of Governance

1. <u>WELCOME, INTRODUCTIONS & MINUTES OF THE LAST MEETING</u>

Welcome and introduction

The Chair, Gary Kynaston from Hammersmith Academy, welcomed everyone to the meeting and led a round of introductions.

It was noted that Clare Wagner was moving on so a vacancy would have to be recruited to after Easter. A member also noted that there was an AP Academy vacancy that needed to be recruited to.

ACTION: Jan Parnell

RESOLVED

The minutes of the previous meeting held on 12 January 2021 were agreed as an accurate record.

2. SCHOOLS BUDGET 2021-22 UPDATE

Tony Burton presented the budget update report which confirmed that the funding allocations proposed and agreed by Schools Forum in January 2021 had been agreed by local authority cabinet decision and confirmed by the ESFA.

The report also proposed the allocation of the available falling rolls funding agreed by Schools Forum for the 2021/22 budget in addition to the remaining allocated falling rolls funding available from the 2020/21 budget.

Tim Scott noted that he had joined the group that discussed the falling roll allocation and he had declared an interest as one of schools he worked for was on the allocation list. Officers accepted that the rules had been equally applied.

RESOLVED

Schools Forum unanimously agreed the proposed allocations and agreed immediate payment of the allocations proposed.

3. EARLY YEARS BUDGET 2021-22

Tony Burton presented the report that updated members on the results of the consultation on the 3 and 4 year olds Draft Budget for 2021/22 and proposed the 2021/22 Final Budget model for approval.

The Chair asked that the overall value of the 6p increase was. He also asked for more information on the recent Government announcement on Early Years funding.

Tony Burton said the overall budget increase was £111k, which represented a fraction of a percent in terms of overall funding levels. The uplift was not inline with inflation.

Jane Gleasure asked officers to confirm the funding rate for the 2 year old offer. Jill Lecznar, Head of Finance, said it was £6.66p – an increase of 8p.

Jane Gleasure asked for the remittance advice to be clearer about how the figures were calculated.

Jill Lecznar said it wasn't possible to expand remittance advice on the current payment system. Tony Burton added that officers understood the difficulty and the council had been trialling some improvements to remittances across the service. If those trials were successful officers would be looking to apply them to other areas in the future.

The Chair asked officers to discuss these issues with Jane and others from the PVI sector to see what could be done to improve things.

ACTION: Tony Burton

Michele Barrett asked when schools would receive the Early Years funding. Tony Burton said officers could provide estimates to schools based on this budget process shortly.

RESOLVED

The report was noted.

4. SCHOOLS BUDGET 2020-21 Q3 MONITORING

Tony Burton presented the report which set out:-

- Carry forward balances at 1st April 2020
- Forecast variances in each of the blocks of the Dedicated Schools Grant in 2020/21
- Projected closing balances at 31st March 2021
- Proposed use of £0.382m de-delegated funds brought forward (maintained primary schools only) to provide additional support around transformation costs in schools who experienced a significant fall in roll between October 2019 and October 2020.

Members expressed concern that the same principle was being used as for other falling rolls funding. It would be unfair for some schools to benefit twice while smaller schools that didn't hit the threshold missed out. The factors should be reconsidered.

Officers suggested setting up a working group to look at these issues. Claire Fletcher, Joe Brown and Michele Barrett volunteered for the working group. Jan Parnell to organise the working group.

ACTION: Jan Parnell

RESOLVED

The report was noted, and members requested a working group be set up to work through the issues around additional support to schools with failing rolls between October 2019 and October 2020.

5. <u>HIGH NEEDS BLOCK TRANSFORMATION UPDATE</u>

Tony Burton presented the report on the next phases of the transformation work to bring the high needs block spend to within the annual allocation.

Tony Burton noted that on Friday morning the DfE announced an agreement with five local authorities, including Hammersmith & Fulham, to make a significant contribution to retained deficits. The DfE were writing off £20m of the retained deficit over 5 years which was excellent news – it meant the

schools budget was not constrained by such a large deficit and could invest in the future.

Kathleen Williams asked, in reference to the Education Banding Tool, asked if there was any move towards converting the current system into the new tool. Jan Parnell said she didn't think it would fully move but it was being investigated. A number of headteachers had requested it and there were pilots in place that were aligned with that route. She said she was happy to discuss with colleagues who had questions about it.

6. WORK PROGRAMME

The work programme was noted.

The Chair requested feedback on the two sub-groups.

ACTION: Tony Burton

7. ANY OTHER BUSINESS

| Ν | lo | ne | 2 |
|---|----|----|---|
| | | | |

Meeting started: 2.00 pm Meeting ended: 3.10 pm

Chair

Contact officer: David Abbott

Head of Governance

E-mail: david.abbott@lbhf.gov.uk

Agenda Item 2

Agenda Item 2



London Borough of Hammersmith & Fulham

SCHOOLS FORUM

Tuesday 15th June 2021

EARLY YEARS FUNDING UDATE 2021/22

Open

Wards Affected: (All Wards); All

Accountable Director: Jacqui Mc Shannon, Director of Children's Services

Report Authors:

Jill Lecznar

Interim Head of Finance – Schools and Early Years

Tony Burton

Head of Finance for Children's and Education

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Purpose of the report

This report updates forum on the 2020-21 Early Years provisional out turn and the latest information from the ESFA/DfE on the changes to the 2021-22 Early Years funding regime.

1. Early Years Provisional Outturn

- 1.1. The 2020-21 provisional outturn on the DSG Early Years block reported in the Council's accounts is an in-year surplus of £0.831m. This has been added to the brought forward surplus of £0.066m and the ESFA in-year additional funding of £0.521m leaving a carry forward surplus of £1.418m into 2021-22.
- 1.2. This is provisional until ESFA announces the final allocation for 2020-21 in November 2021. This is later than in previous years due to the additional requirements to submit Early Years census data for Summer 2021 and Autumn 2021. Likely adjustments will be calculated towards the end of the Summer term once all the relevant data has been submitted and analysed. A further report will be submitted to forum in Autumn proposing the deployment of the recalculated reserve balance brought forward.
- 1.3. ESFA/DfE notified local authorities in March 2021 that they would be changing the usual year end adjustment process for funding entitlements due to the Covid 19 related reduction in numbers of 2,3 and 4 year olds taking up free entitlements in the Spring term 2021.
- 1.4. The methodology for determining the final Spring term funding allocation will be based on an average of Spring and Summer term numbers capped at a maximum of 85% of January

2020 numbers. This will allow local authorities who have lower than usual January numbers to top up their numbers to ensure a higher funding amount for the Spring term BUT only if the required data is submitted in the agreed timescales.

- 1.5. Failure to meet the data submission requirements for the Summer 2021 and Autumn 2021 terms would mean Spring term 2021 funding would be based solely on the January 2021 census and there would be no top up to 85% of January 2020 numbers even if applicable.
- 1.6. The full guidance is available via the link below:

 Early years funding guidance for local authorities: spring term 2021 and the 2021 to 2022 financial year GOV.UK (www.gov.uk)
- 1.7. A review of the draft Summer Early Years census numbers from PVIs and Childminders indicate a significant increase in hours for 3 and 4 year olds from the Spring. The position on eligible 2 year olds shows no increase. The numbers from the School census are not yet available for review. On this basis it is likely that the council would be eligible for additional funding up to the 85% maximum so it is important that all deadlines for submission are met.
 - 2. Early Years Funding 2021-22
- 2.1. In March 2021 forum agreed the final budget model for deployment of early years funding based on the provisional allocation issued by DfE/ESFA.

Table 1: 2021/22 Early Years Budget – 3- & 4-YO Universal and Extended Offer

| | 21/22 |
|---|---------|
| | Budget |
| | £000 |
| Participation based on estimated hours - base rate | 11,542 |
| Participation based on estimated hours – deprivation. | 1,302 |
| Central services expenditure - 5% maximum allowed | 743 |
| SEN Inclusion Fund | 500 |
| Provision for Vulnerable & Additional Needs Children | 550 |
| Best Practice, Training and Network Building | 150 |
| Contingency | 73 |
| TOTAL SPEND | 14,860 |
| DSG EY funding | -14,860 |
| NET POSITION | nil |
| | |

2.2. In previous years this allocation would have been revised in July to take account of January 2021 census numbers. However, due to the changes described in the guidance detailed in section 1 of this report, the funding for 2021-22 will be based on actual early years census data for the 3 terms. I.e. Summer 2021, Autumn 2021 and Spring 2022 rather than the usual methodology of 5/12 January 2021 and 7/12 January 2022 numbers as long as data submission requirements are

- met. If the requirements are not met then funding will revert to 5/12 January 2021 and 7/12 January 2022 which is likely to be detrimental to the total amount of funding available.
- 2.3. Proposals regarding the deployment of the early years funding will be brought to Schools forum in the Autumn term along with a monitoring report. Until the Summer census numbers have been analysed it is not possible to forecast the likely amount of funding that will be received.

REPORT ENDS



London Borough of Hammersmith & Fulham

SCHOOLS FORUM

Tuesday 15th June 2021

Dedicated Schools Grant Outturn 2020/21

Open

Classification - For Review & Comment

Agenda Item 3

Key Decision: No

Wards Affected: (All Wards); All

Accountable Director: Jacqui McShannon, Director of Children's Services

Report Authors:

Tony Burton

Head of Finance for Children's Services and Education

Purpose of the report

This report confirms the 2020/21 Outturn for the Dedicated Schools Grant and balances held at 31st March 2021.

Recommendations around provisions within the retained maintained schools dedelegated underspend are also proposed with delegated authority proposed for the Schools Forum subgroup to consider the use and allocation of funds.

1. Introduction

1.1. The summary outturn position on the Dedicated Schools Grant (DSG) for the 2020/21 financial year is outlined below.

| DSG Block | 2020/21 | 2020/21 | 2020/21 | DSG Bal at | Comments |
|---------------------------|---------|---------|-----------------------|------------------|---|
| | Budget | Outturn | Variance | 31/03/21 | |
| | £m | £m | £m | £m | |
| Schools Block | 38.674 | 38.524 | (0.150) Favourable | 0.755 Reserve | Retained underspend on Maintained Dedelegation |
| Central Services Block | 3.878 | 3.878 | 0 | - | Nil variance after £0.55m transfer to support HNB expenditure |

| High Needs Block | 23.756 | 26.638 | 2.882 Adverse | 16.679 Retained deficit | 2020/21 in year adverse variance before £6m safety valve funding received |
|----------------------|--------|--------|-----------------------|-------------------------------|---|
| Early Years Block | 16.881 | 16.051 | (0.830) Favourable | 1.418 Reserve | Favourable position pending 2020/21 ESFA adjustment |
| Total | 83.189 | 85.091 | 1.902 | 14.506 | |

2. Schools Block Outturn

- 2.1. All balances held with respect to all mainstream schools for Falling Rolls and established through the National Funding Formula process were passed through to schools in March 2021, in accordance with the Schools Forum decision taken in March and grant regulations.
- 2.2. The favourable outturn in 2020/21 on the Schools Block is with respect to an underspend the maintained primary school's contingency for schools in financial difficulty. The retained balance of dedelegated funding at the 31st March 2021 is £0.755m.
- 2.3. It is proposed that the following provisions are made from the retained dedelegated balance of £0.755m with authority to agree payments to schools delegated to the subgroup of the Schools Forum established in March 2021. The subgroup will review and agree appropriate and proportionate support to schools.
 - £0.382m Provision for additional support to maintained primaries to support their transition to lower rolls. Potential payments not to exceed those presented to Schools Forum in March 2021 and subject to due diligence with respect to the appropriate and proportionate support by the appointed subgroup. Officers will support the conclusion of this process ASAP in the current term.
 - **£0.100m** Provision for short term budget support for two schools in financial difficulty and subject to an agreed medium term sustainable budget plan.
 - £0.265m Provision for funding to be returned to all maintained primary schools in proportion to their 2020/21 contributions to the contingency fund for schools in financial difficulty.
- 2.4. The remaining unallocated balance of dedelegated funding for schools in financial difficulty combined with the 2021/22 budget represents a further provision of £0.2m

to the end of the 2021/22 financial year. It is intended that with the move to robust three-year budget planning, the call on contingency over the medium term will be further reduced.

3. Central Services Schools Block

- 3.1. The Central Services Schools Block outturn for 2020/21 was a £0.555m favourable variance versus grant of £3.9m.
- 3.2. The underspend was achieved through savings in advance of £0.565m reduction of grant from April 2021 as well as one off savings achieved in year.
- 3.3. This underspend has been transferred to support High Needs Block expenditure in 2020/21, which has contributed to a favourable movement in outturn on the High Needs Block versus the Qtr3 monitoring report for 2020/21.

4. High Needs Block

- 4.1. The overspend of £2.8m at outturn 2020/21 represents favourable movement of £0.2m versus the Qtr3 monitoring report 2020/21 and after contribution from CSSB DSG.
- 4.2. The cumulative deficit on the HNB at 31/03/21 will be £16.7m after £6m HNB Safety Valve Funding receipt in March 2021. This represents a £6.2m favourable movement in the retained deficit forecast at £22.9m in the Qtr 3 monitoring report.

5. Early Years Block

- 5.1. The carry forward to Early Years (EY) DSG reserve at 31st March 2021 is £1.418m. Grant must be passed through to Early Years providers per the grant conditions and regulations and cannot offset the HNB retained deficit.
- 5.2. The carried forward surplus includes the favourable retrospective grant adjustment for 2019/20 of £0.521m received in 2020/21.
- 5.3. The underspend on 2, 3 and 4 year olds is due to reduced uptake of places due to Covid-19.

- 5.4. The 2020/21 Grant allocation is subject to retrospective adjustment by ESFA in November 2021 when actual numbers from Spring and Summer 2021 are taken into account. This represents a change to how EY DSG allocations are calculated for 2020/21 due to the pandemic.
- 5.5. Officers should be able to estimate the impact of these retrospective changes to funding by the end of Qtr2 2021/22 and subject to further ESFA guidance.

Report ends



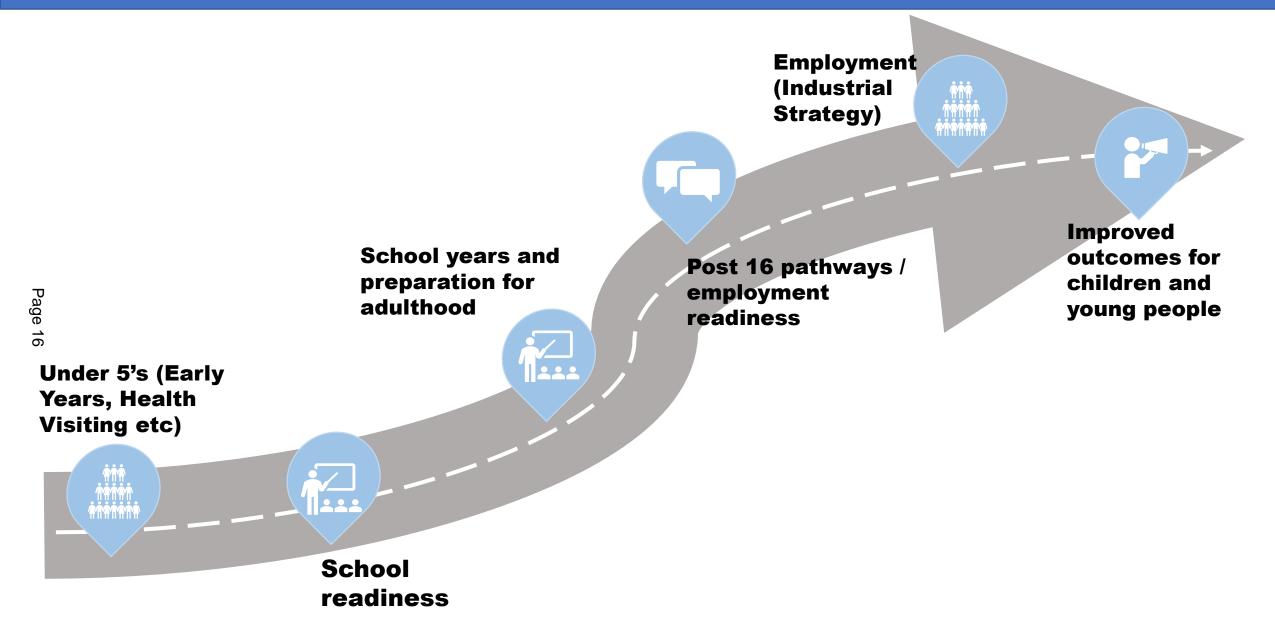
SEND Transformation Schools Forum – June 2021

Building a better future for children and young people

We are committed to making Hammersmith and Fulham a place where every child has the best possible start in life, grows up feeling cherished, loved and realises their full potential as young citizens. We will provide the right support at the right time to enable our families and communities to ensure all children are safe, healthy and thrive. We will nurture relationships that are respectful, collaborative and empowering. Our highly skilled teams will work in partnership to ensure services remain efficient, responsive and support the building of resilience and prosperity for all children and young people.

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- The lives and life chances of all our children and young people are improved
- All children and young people experience positive wellbeing through early intervention, inclusion and prevention
- 3 Children and young people are protected from harm and abuse
- 4 All children have access to an excellent education and the opportunity to achieve their potential



Working together....what we've heard

Hammersmith and Fulham is a diverse and connected local area that works with compassion, values its people and its partnerships.

Since 2018 we've been working collaboratively with parents, schools and partners to ensure services and provision are in place to meet identified needs.

All partners in Hammersmith and Fulham are committed to improving outcomes for all our children and young people with special educational needs and/or disabilities (SEND) in line with both the Clinical Commissioning Group's (CCG) vision of working together to build a healthy future for everyone and Hammersmith and Fulham and the Council's vision of Building shared prosperity; Creating a compassionate council; Doing things with residents, not to them; Being ruthlessly financially efficient; and, Taking pride in Hammersmith & Fulham.

- Maintain strong partnerships with Health colleagues to ensure priorities are strongly aligned.
- Produce a joint commissioning plan which will support in delivering long-term, sustainable improvements in children's services.

Ensure that services are commissioned on the basis of needs, duties and responsibilities

- To fully evaluate the effectiveness and impact of commissioned services
- Ensure that co-production is embedded across planning and delivery of jointly commissioned services and associated initiatives.

High needs commissioning and joint-

H&F SEND Strategy

SEN support,

Effective

identification,

assessment

and early

intervention



pathways through education into adulthood

- Ensure the transition process is coordinated, systematic and consistent
- Establish an agreed process for joint strategic planning between children's and adult services with a multi-agency approach.
- Ensure integrated multi-agency health transition plans and pathways are in place
- Ensure post-16 services and opportunities are commissioned effectively, based on early identification of likely need for support
- Identify quality standards and measurable outcomes to enable performance management.
- Establish clear care pathways for PfA and LAC / Leaving Care in good time for children and young people with SEND

 Strengthen the universal and targeted offer through evidence based interventions and the graduated approach to SEND

- To work strategically with Health partners in the commission of Early Years and Early Intervention services including Speech Language and Communication Needs which creates a robust Local Offer and improves accessibility to high quality services
- Pioneer inclusive technology to support independence as young people grow up
- SEND Workforce Development Programme and support for SENCOs to raise the capacity of schools
- Integration across the local area to ensure children are supported at every stage on a diagnostic pathway

Develop a single strategy and plan for SEN
 Sufficiency that is inclusive of outreach provision
 and will support a holistic review our local offer and
 Alternative Provision arrangements

- Rationalise our accountability and quality assurance framework with a shared focus on progress, outcomes, attendance, exclusions and transitions
- Support our school network to ensure they have the right skills to identify needs quickly and put in place appropriate provision at SEN support
- Support our children and young people to ensure outcomes are wide ranging and across a broad range of cultural pursuits

Hammersmith & Fulham Council

- Since becoming a sovereign service in 2018, considerable work has been undertaken in partnership with and full consultation with our young people, parents, carers and schools
- The feedback to date has shaped the SEND Transformation Programme (High Needs Block programme)
 and the development of a draft SEND Strategy which we anticipate consulting on in the Autumn term
- Throughout we continue to invest in SEND services including the creation of a Language Advisory Service which will ensure children and young people receive access to services at the right time.
- We are also continuing to invest in our ASD Outreach offer through centralised coordination and investment in additional resources for children with ASD.

SEND Transformation Programme of work

| Project | Description |
|--|---|
| Speech, Language and Communication Needs (SLCN) Remodelling | Earlier intervention for SLCN: Whole system review and exploration of new solutions e.g. digital solutions via Language Link Screening/Intervention Build capacity in schools to support children with SLCN; effective SALT methodology informs pedagogy and is integrated into the curriculum Build capacity for SALT services at SEN Support / SEN Support + LA offers training to school based staff and coordinates the programme Explore potential for Communication Champions relaunch and developing network support for schools Skill mixing across Health and Education - parent support and training, Health Visitor input, school nursing |
| Alternative Provision (AP) | Review outreach and future models with the aim of regularising and rationalising pathways and ensuring a coordinated response to meeting needs. Share outcomes and recommendations of the Outreach Review Agree short and long term commissioning of places, procedures and processes for young people at risk of exclusion |
| Sufficiency Planning | Engage with providers/ partners to create a joint commissioning cycle 0-25 and calendar of activity for needs analysis, place planning & budget forecasts. Explore and optimise commissioning options including subregional opportunities Build a system-wide mechanism across education, health and care to capture changing population needs, accurately project future specialist provision requirements so appropriate provisions can be identified and commissioned Develop a dataset to inform future 'Needs Pipeline' Review of capacity and supported inclusion models - units, nurture groups, etc to give a range of types of provision and interventions. |

SEND Transformation Programme of work

| Project | Description |
|-----------------|--|
| Interim Tuition | Assess delivery, referral pathways and outcomes achieved by young people with the view to streamlining quality assurance and monitoring system and promoting outcomes-based commissioning as well as providing earlier risk assessment & interventions. Innovative solutions to meet future demands: earlier reintegration into mainstream and explore new models of support Support schools to meet core school responsibilities in the education needs of pupils with medical needs. For instance via virtual IT solutions and curricular learning through on roll school curriculum |

H&F Stakeholder map and engagement model

Engagement to follow



Engagement started

| | PRIORITISE stakeholders | DEFINE Levels of engagement | REVIEW channels of engagement | DESIGN Engagement Model | SLCN Special Schools | SLCN Language Advisory | AP Review | ASD Outreach Review | SEMH Outreach Review | SEN Sufficiency | Interim Tuition |
|--------------------|--------------------------------|--|--|----------------------------------|-------------------------|---------------------------|-----------|------------------------|-------------------------|-----------------|-----------------|
| Health | Decision, influence and impact | Collaboration, Consultation | Joint Commissioning Delivery Group, DMT's, Parents Active meetings | Focus groups | 8 | 8 | | | | | |
| Phase 3 Workstream | Influence | Collaboration | High Needs Block Delivery Group | Biweekly meetings | 8 | 8 | Ø | Ø | 8 | 8 | 8 |
| Parents Active | Impact | Information, consultation | Parents Active & H&F meetings | Existing Parents Active meetings | 8 | 8 | | Ø | 8 | 8 | |
| Pumary Heads | Influence | Information, collaboration | Primary Head, Secondary Heads, Special Heads, Schools Forum | Surveys, existing forums | | 8 | | 8 | 8 | 8 | |
| Secondary Heads | Influence | Information, collaboration | Primary Head, Secondary Heads, Special Heads, Schools Forum | Surveys, existing forums | | 8 | 8 | 8 | 8 | 8 | |
| Special Heads | Influence | Information, collaboration | Primary Head, Secondary Heads, Special Heads, Schools Forum | Surveys, existing forums | 8 | 8 | | 8 | 8 | Ø | |
| SENCO Forum | Influence | Information, collaboration | Primary Head, Secondary Heads, Special Heads, Schools Forum | Surveys, existing forums | | Ø | | 8 | 8 | | |
| SENDIAS | Impact | Information | | Updates | | | | | | | |
| Professionals (LA) | Influence | Collaboration | | Focus groups / task and finish | 8 | 8 | Ø | Ø | 8 | 8 | 8 |
| Regional Partners | influence and impact | Information, Collaboration, Consultation | Commissioning Alliance | | | | | | | 8 | |

Agenda Item 5

Item 5 - Schools Forum 15th June 2021 – Draft Work Programme 2021/22

Note: Dates and items to be confirmed

Tuesday 12th October 2021 2pm (Virtual Teams Meeting TBC)

- Dedicated School Grant 2021/22 Qtr1 Report
- Schools Block Budget 2022/23 and Consultation
- High Needs Block Budget SEN and AP Place Funding 2022/23
- High Needs Transformation Update
- Early Years Block Update 2021/22
- Scheme for Financing Schools and Financial Procedures

Tuesday 18th January 2022 2pm (Virtual Teams Meeting TBC)

- Dedicated School Grant 2021/22 Qtr2 Report
- Schools Block Budget Agreement 2022/23
- Early Years Block Budget Proposals 2022/23 and Consultation
- High Needs Transformation Update

Tuesday 15th March 2022 2pm (Virtual Teams Meeting TBC)

- Dedicated School Grant 2021/22 Qtr3 Report
- Early Years Block Budget Agreement 2022/23
- High Needs Transformation Update