


Item 6

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|  | <p style="text-align: center;">London Borough of Hammersmith & Fulham</p> <p style="text-align: center;">SCHOOLS FORUM</p> <p style="text-align: center;">October 2022</p> |
| Q2 Update: High Needs Block 2022/23 | |
| Open | |
| Classification - For Scrutiny Review & Comment | |
| Key Decision: No | |
| Wards Affected: (All Wards): All | |
| Accountable Director: Jacqui McShannon, Strategic Director of Children's Services | |
| Report Authors: | |
| Joe Gunning - Programme Lead, Children's Commissioning | |
| Purpose of the report | |
| This report provides an update on the High Needs Block programmes of work and performance against the Safety Valve agreement at Q2. | |

Recommendations:

1. Schools Forum to note the current position of the High Needs Block (HNB) and forthcoming transformation programmes.


HIGH LEVEL FORECAST

We have modelled an ongoing block transfer beyond 2022/23 subject to Schools Forum approval. The increased allocation for 2023/24 has also been profiled. These adjustments have reduced the required in year efficiency target for 2024/25 and 2025/26 which resulted from the updated DfE funding assumptions and reduces the forecasted retained cumulative deficit from £1.19m to £0.2m both of which officers continue to develop plans to eliminate these.

| Financial Year April - March | 21/22 Final Outturn | 22/23 Updated Q4 NEW Funding Assumptions (FY 21/22) | 22/23 Updated Q2 (FY 22/23) | 23/24 Updated Q4 NEW Funding Assumptions (FY 21/22) | 23/24 Updated Q2 (FY 22/23) | 24/25 Updated Q4 NEW Funding Assumptions (FY 21/22) | 24/25 Updated Q2 (FY 22/23) | 25/26 Updated Q4 NEW Funding Assumptions (FY 21/22) | 25/26 Updated Q2 (FY 22/23) |
|---|---------------------|---|-----------------------------|---|-----------------------------|---|-----------------------------|---|-----------------------------|
| HNB allocation | 29,082,078 | 33,157,000 | 32,938,002 | 34,748,550 | 35,116,229 | 35,713,427 | 36,169,706 | 36,707,249 | 37,254,797 |
| Block Transfer | (528,000) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| HNB Expenditure before savings | 33,767,970 | 35,270,657 | 35,270,657 | 37,453,618 | 37,453,618 | 39,039,145 | 39,039,145 | 40,621,376 | 40,621,376 |
| Agreed Investment | 166,250 | 535,000 | 535,000 | 2,625,621 | 2,625,621 | 2,902,020 | 2,902,020 | 3,288,136 | 3,288,136 |
| Total savings (Schedule A) | (599,772) | (1,414,953) | (1,414,953) | (1,809,485) | (1,809,485) | (1,919,001) | (1,919,001) | (2,040,045) | (2,040,045) |
| Sub total after savings | 32,806,448 | 34,390,704 | 34,390,704 | 38,269,754 | 38,269,754 | 40,022,164 | 40,022,164 | 41,869,467 | 41,869,467 |
| Sub total in year Deficit / (Surplus) | 3,724,370 | 1,233,704 | 1,452,702 | 3,521,204 | 3,153,525 | 4,308,737 | 3,852,458 | 5,162,218 | 4,614,670 |
| | | | | | | | | | |
| Variance from original safety valve agreement to mitigate | 3,292,177 | 1,577,214 | 1,796,212 | 3,546,158 | 3,178,479 | 5,363,610 | 4,907,331 | 7,217,679 | 6,670,131 |
| Further savings to mitigate movement (Schedule B) | (4,027,674) | (1,915,250) | (1,969,250) | (3,540,257) | (4,096,257) | (3,077,305) | (3,633,305) | (3,276,984) | (3,832,984) |
| Additional Efficiency Target (Schedule C) | 0 | 0 | 0 | 0 | 0 | (1,231,432) | (219,153) | (1,885,234) | (781,686) |
| | | | | | | | | | |
| Variance from original safety valve after all mitigations (Schedule A, B and C) | (735,497) | (338,036) | (173,038) | 5,901 | (917,778) | 1,054,873 | 1,054,873 | 2,055,461 | 2,055,461 |
| Total in year deficit / (surplus) after all mitigations | (303,304) | (681,546) | (516,548) | (19,053) | (942,732) | 0 | 0 | 0 | 0 |
| | | | | | | | | | |
| Safety Valve Payment | 4,555,600 | 4,000,000 | 4,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 0 | 0 |
| Retained Deficit | 11,820,076 | 7,138,530 | 7,303,528 | 4,119,477 | 3,195,798 | 1,119,477 | 195,798 | 1,119,477 | 195,798 |

Programme Update


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|----------------------|-----------------------------|-------------------------------|
| Delivered / Low Risk | Some risk – closely monitor | Not delivered / undeliverable |
|----------------------|-----------------------------|-------------------------------|

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| Workstream: | Early Intervention and development of robust Local Offer |
| Safety Valve  | |
| <p>Specialist Teacher Surgeries Specialist teacher Surgeries delivered a consultation process for schools to reduce escalation of requests without first exhausting the Local Offer. It was launched in January 22 and sessions were increased to twice a week on fortnightly rota.</p> <p>11 sessions were held across the summery term (6 Early Years and 5 Primary). Themes includes transitions to reception advice, Sensory, Autism, SENCo Support/Advice, review EHCNA outcomes and adapting environment for SEND.</p> <p><u>Next steps:</u></p> <ul style="list-style-type: none"> We are undergoing a thorough data driven review to analyse, assess and map take up by schools (EY, Primary and Secondary) and by type of enquiry to enable more targeted support to schools who are underutilising this offer. This will be mapped against schools requesting EHCNA's and data used to target specific schools and requests for EHCNA where there is evidence of the Local Offer not being considered. <p>SENCo Workshop/Workforce Development</p> <ul style="list-style-type: none"> Twice termly SENCO sessions delivered; one focussed on business and the other themed on a specific topic such as Mental Health, Annual reviews, Phase Transfers. Four induction sessions delivered for SENCOs new to the role. 10 sessions delivered in total in the last academic year. Two SENCO Forums took place in the summer term, on 24th May and 5th July A total of 23 settings attended included early years, primary, secondary and sixth form. Themes addressed were as follows: <ul style="list-style-type: none"> 24th May was a business meeting included a reflection on the SEND Green Paper and main themes addressed in the paper, update regarding OT provision locally, SENDIASS report back on main themes arising in their work and solutions worked towards, information sharing from EHC planning and virtual schools. 5th July was a thematic meeting on SEN Support. Aim was to ensure staff are more familiar with resources to support development of SEN support provision in schools. Looked at national (EEF), regional (WSS) and local (LBHF) resources. Shared Educational Endowment Foundation resources particularly an overview of their report on Special Educational Needs in Mainstream Schools and guidance on high quality teaching for pupils with SEN in mainstream. Included a presentation from a Whole School SEND regional lead, a deep dive into the resources and how they can be used to support pupils and colleagues. Revisited the Ordinarily Available Guidance on the LA local offer. Survey Monkey completed with SENCOs <ul style="list-style-type: none"> 20 responses from nursery, primary, secondary, sixth form and special settings Most popular meetings were the thematic meetings in particular the meetings on Phase Transfer and SEN support so we will continue with this format next year and consider whether we can expand to address more topics in depth with additional meetings | |

- SENCOs reported that they had changed their practice in various ways -using new templates provided for individual support plans, giving additional support preparing for transitions, reflecting on formulating best outcomes for SEN pupils, felt better informed to advise staff and parents
- Suggestions for future themes were made and will be incorporated into planning for future meetings

Next steps:

- Attendance by secondary SENCOS is sporadic. Director of Education to discuss directly with Headteachers and write to SENCOs.
- Plan for further thematic meetings in 2022/23. The plan will be published in good time and communications will be increased to promote uptake.
- Use feedback from SENCOs regarding topics to be addressed to support in the planning of future thematic.
- Noted that the SEN support thematic got the most positive feedback. Consider making this a regular item in meetings to facilitate variety of approaches to supporting pupils at this level mitigating the need for an EHCNA.
- Continue to alternate days for the meetings, vary start times, combination of in person, hybrid and remote meetings.
- Explore further with SENCOs requests for additional support at the initial meeting in the year in early October.

| Workstream: | | SLCN Early Intervention Offer | | | |
|--|--------------|--------------------------------------|--------------|----------|--|
| Safety Valve  | 21/22 Target | 21/22 Delivered | 22/23 Target | 22/23 Q2 | |
| | £47,073 | £0 | £139,297 | £139,297 | |


Progress update:

- To date, 19 Primary Schools have completed the training and are ready for iCAN Progression Tools implementation
- Four schools have now screened pupils. Action Plans in place supported by INSPIRE JCT. Most of the screenings will take place in Autumn Term given pupils will be moving classes/staff.
- Eight Primary schools committed to Autumn Term
- 10 Primary Schools yet to engage. They have been contacted individually with feedback ranging from staff absence, other end of term commitments, change in staff so completing autumn.
- Parent/Caregiver workshops in July were postponed following feedback from Parent/Caregivers invited - consensus preferred Sept/Oct as too many school commitments at end of term.
- Three secondary schools attended Secondary program following targeted contact, more committed to Autumn Training program.
- Careful consideration re logistics for Secondary schools and engagement has informed this roll out. (Focus on Year 7)
- Parent/Carer forum session on Therapies highlighting JCT framework and offer


Key next steps:

- Induction for new Specialist Teacher to increase delivery capacity.
- Early Years iCAN roll out to enable support staff to identify children who may be struggling to develop their speech, language, and communication skills. The tool will also be used to track progression of these skills over time following interventions.
- Secondary Curriculum Area Workshops planned for Autumn Term to reinforce message that “Communication is Everyone’s business – whatever subject area you teach”.
- Undertake a detailed data driven review to evaluate impact and inform future

service development.

| Workstream: | | SLCN Special School Offer | | | |
|--|--------------|---------------------------|--------------|----------|--|
| Safety Valve  | 21/22 Target | 21/22 Delivered | 22/23 Target | 22/23 Q2 | |
| | £250,000 | £64,072 | £250,000 | £250,000 | |
| Progress update: | | | | | |
| <ul style="list-style-type: none"> • Saving delivered (2 schools effective April 2022, 1 school effective September 2022) • Discussions are ongoing with the provider to finalise the provision arrangements for one special school. In lieu of this, recharge arrangements have been implemented. | | | | | |
| Key next steps: | | | | | |
| <ul style="list-style-type: none"> • Progress contract variation. • Finalise provision arrangements. | | | | | |

| Workstream: | | Autism Education Trust (AET) Early Intervention Offer | | | |
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| Progress update: | | | | | |
| AET Making Sense of Autism Module Training sessions | | | | | |
| <ul style="list-style-type: none"> • 14 sessions delivered in Early Years settings during the Summer Term • Two sessions delivered with Schools. Nine schools yet to engage with targeted focus on these in Autumn 2022. • Two sessions delivered other professionals. – apologies from two schools re cancellation due to school trips Other Professionals. | | | | | |
| Next steps: | | | | | |
| <ul style="list-style-type: none"> • Good Autism Practice module planning in final stage for rollout in Autumn Term. • AET Standards – Workshops now scheduled Autumn Term | | | | | |

| Workstream: | | SEND Case Management, Reporting and Quality Assurance (QA) | | | |
|--|--|--|--|--|--|
| Safety Valve  | | | | | |
| Progress update | | | | | |
| <ul style="list-style-type: none"> • Annual Review workflow implemented. • Synergy upgrade was applied which fixes the attendance issues on migrated cases. Officers are now updating for phase and in year transfers to inform finance projections for 2022/23. • Agreed finance module configuration. • Suite of system operational reports now in use • Report development in progress with Business Intelligence. | | | | | |
| Key next steps: | | | | | |
| <ul style="list-style-type: none"> • Implement the SYN Finance module. • Implement new cost structure into SYN for 22/23 • Finance, BI and EHC management to start agreeing financial report scope and publication • Continued development of the suite of performance reports. | | | | | |

| Workstream: | | Panels, needs assessments and new plans | | | |
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Progress update:

Panels

- Panel task and finish group has reviewed and redrafted terms of reference with a view to embedding strategic priorities and transformation goals in our decision making to ensure all support services are integrated into panel.
- This formulates a whole systemic change and understanding including Local area partners.
- Terms of reference drafted and undertaking implementation activity to launch new panel structure by the start of the 2023 Spring Term.

Current performance on needs assessments and new plans

- Performance in relation to the timeliness of assessments remains good. Calendar year to date (to August) performance is 80.5% finalised in 20 weeks excluding exceptions and 78.5% including exceptions, significantly higher than national average. Performance in for April-June in isolation was 100% completed in 20 weeks.

Next steps:

- Implement and embed the revised panel structure and monitor the effectiveness via established fortnightly performance monitoring meetings.

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| Workstream: | Annual Reviews |
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Annual Review progress update:


- Agreed strategic priorities and mapped milestones across the next year
- Timeliness targets established with EHC Coordinators and embedded into performance management
- Case Management workflow implemented
- Additional capacity recruited to ensure robust management and achievement of targets

Preparing for Adulthood targeted actions progress update:


- 34 cases were identified for transition for this academic year.
- Out of the 34, 19 cases are in process resulting in a potential cost saving of £193,443, during the next academic year. The remaining 15 cases will be case worked and monitored over the summer break. Work will also continue with other services in relation to transition planning.


Key next steps:


- General letter to be issued to all schools setting expectations of annual reviews
- Targeted comms to poor performing schools in relation to the timeliness of reviews
- Development of annual review guidance and workforce development across the local area to promote the quality expectations for reviews.
- Establish a QA audit process with key EHC partners reviewing performance and quality.
- Establish a framework for gathering stakeholder feedback following annual reviews and embed quarterly analysis of outputs.


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|-------------------------|---|--------------|-----------------|--------------|----------|
| Workstream: | Alternative Provision Reduction of Place Commissioning | | | | |
| Safety Valve |  | 21/22 Target | 21/22 Delivered | 22/23 Target | 22/23 Q2 |
| | | 0 | 0 | £128,456 | £128,456 |
| Progress update: | | | | | |

- Place Commissioned numbers have been agreed and submitted in the Place Return in November to deliver the agreed saving.
- Provider reviewed and agreed Service Level Agreement.
- Decision paper approved.
- No further actions required.


| Workstream: | | Alternative Provision Funding Recoupment | | | |
|---|--------------|---|--------------|----------|--|
| Safety Valve  | 21/22 Target | 21/22 Delivered | 22/23 Target | 22/23 Q2 | |
| | £43,750 | £53,000 | £51,000 | £51,000 | |
| Progress update: | | | | | |
| <ul style="list-style-type: none"> • Completed - no further action required. In year monitoring of exclusion activity to implement funding recoupment where appropriate. | | | | | |


| Workstream: | | Alternative Provision – Short Term Intervention | | | |
|---|--------------|--|--------------|----------|--|
| Safety Valve  | 21/22 Target | 21/22 Delivered | 22/23 Target | 22/23 Q2 | |
| | £141,167 | £52,500 | £242,000 | £192,000 | |
| Progress update: | | | | | |
| <ul style="list-style-type: none"> • No further action required. • Phased funding withdrawal agreed and implemented. • The full saving target will be achieved in 2023/24. | | | | | |


| Workstream: | | Outreach Services | | | |
|---|--------------|--------------------------|--------------|----------|--|
| Safety Valve  | 21/22 Target | 21/22 Delivered | 22/23 Target | 22/23 Q2 | |
| | - | - | - | - | |
| Progress update: | | | | | |
| <ul style="list-style-type: none"> • Provider reviewed and agreed Service Level Agreement. • Decision paper approved. • No further actions required. | | | | | |
| Key next steps: | | | | | |
| <ul style="list-style-type: none"> • Task and Finish Group to be formed in October 2022 to suggest options on arrangements for outreach services from September 2023 onwards. • Socialise findings with school leaders and LA officers to gather views. • Options Paper to be produced which will include exploration of a traded services model. • Progress governance of options paper (and consultation if necessary). | | | | | |

| Workstream: | | SEN Sufficiency and High Needs Capital Allocation | | | |
|--|--------------|--|--------------|----------|--|
| Safety Valve  | 21/22 Target | 21/22 Delivered | 22/23 Target | 22/23 Q2 | |
| | £50,000 | £0 | £150,000 | £0 | |
| Progress update | | | | | |
| <ul style="list-style-type: none"> • Officers have undertaken a series of thematic workshops with key local area stakeholders to inform future sufficiency planning. • The commissioned provider is progressing the draft of the Sufficiency Strategy in partnership with Officers who will undertake a series of information sessions with stakeholders in the autumn term setting out key finding and actions. | | | | | |
| Next steps: | | | | | |
| <ul style="list-style-type: none"> • Finalise draft Sufficiency Strategy • Socialise findings and actions with local area stakeholders | | | | | |

- Progress governance for formal consultation of Strategy.

| Workstream: | | High Needs Block Staffing Efficiencies | | | |
|--|--------------|---|--------------|----------|--|
| Safety Valve  | 21/22 Target | 21/22 Delivered | 22/23 Target | 22/23 Q2 | |
| | £215,200 | £400,000 | £215,200 | £400,000 | |
| Progress Update: | | | | | |
| <ul style="list-style-type: none"> • No further action required. • Costs transferred out of High Needs Block and pressures addressed as part of the Council's Medium-Term Financial Strategy (MTFS) planning in 2021/22. • A further £185k saving has been achieved as part of 2021/22 Q2/Q3 mitigations. | | | | | |

| Workstream: | | Schools Block to High Needs Block Transfer | | | |
|--|--------------|---|--------------|----------|--|
| Safety Valve  | 21/22 Target | 21/22 Delivered | 22/23 Target | 22/23 Q2 | |
| | £528,000 | £528,000 | £0 | £556,000 | |
| Progress Update: | | | | | |
| <ul style="list-style-type: none"> • Schools Block to High Needs Block transfer was approved by Schools Forum on the 18 January 2022. Agenda for Schools Forum on Tuesday, 18th January, 2022, 2.00 pm LBHF | | | | | |
| Key next steps: | | | | | |
| <ul style="list-style-type: none"> • Following our communication with the DfE at Q1 and the confirmation that we could pursue either a disapplication request or continue to undertake a block transfer, Officers have determined at this time a Block Transfer is the preferred approach. This has therefore been modelled into the medium-term projections 2023/24, 2024/25 and 2025/26 subject to Schools Forum approval on an annual basis. | | | | | |

| Workstream: | | Interim Tuition | | | |
|---|--------------|------------------------|--------------|----------|--|
| Safety Valve  | 21/22 Target | 21/22 Delivered | 22/23 Target | 22/23 Q2 | |
| | £165,000 | £215,000 | £165,000 | £165,000 | |
| Progress Update: | | | | | |
| <ul style="list-style-type: none"> • Development of new service pathway • Updated and revised referral documents • Updated and revised medical needs policy | | | | | |
| Next steps: | | | | | |
| <ul style="list-style-type: none"> • Finalise new service model (based on new Director of Education's steer) • Review and finalise medical needs policy via working group • Consult key stakeholders across the local area on the new policy prior to implementation. • Confirm new medical needs coordinator | | | | | |