

SCHOOLS' FUNDING FORUM

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| SUBJECT: | High Needs Block Subcommittee |
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| AUTHOR: | Chris Scott, Schools High Needs and Early Years Manager |
| DATE: | 26 November 2021 |

SUMMARY OF REPORT:

To request Forum approval to form a subcommittee with the purpose of providing oversight of the high needs block in accordance with an agreed term of reference.

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| FOR: | Decision |
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Background

- At a previous meeting of the forum, it was suggested that a new subcommittee be created to explore in greater detail all issues relating to the high needs block.
- Preparatory work has been undertaken by officers and it has been established that it is very common to have such a group
- A proposed term of reference is included for discussion amendment and agreement

Recommendations

1. It is recommended that the forum agree to form the High Needs Block Subcommittee
2. It is recommended that the forum agree the attached terms of reference subject to any necessary amendments
3. It is recommended that the forum appoint members representing schools to the new subcommittee

Schools Funding Forum High Needs Block Subcommittee

Term of Reference

Purpose

The purpose of this group shall be to provide a forum where all matters pertaining to the high needs block can be explored in greater detail than time and practicalities permit at the full Schools Funding Forum. The emphasis will be upon discussion of issues and practical responses with less focus on formal papers and presentations.

Responsibilities

- Review the budget allocations within the high needs block at the start of each financial year
- Receive forecast expenditure against all high needs block budgets at least once per quarter
- Monitor and challenge the deficit recovery plan
- Consider recommendations for changes to the planned expenditure to reflect the needs of local children and young people with SEND ensuring improved outcomes remain the focus
- Identify pressures on the high needs block and make recommendations about any possible mitigating actions
- Discuss all proposals regarding changing the process or unit values for allocation of all high needs block budgets

Membership

4 School forum members who represent schools and to include at least one representative of each of primary secondary and special phases

SEND service representative

CYPE Finance Business Partner

Schools High Needs & Early Years Manager

The group can invite further attendees as it considers appropriate

Chair

The group will appoint a chairperson who will chair meetings and report back to the forum at their next meeting with a summary of discussions and any recommendations for decision

Frequency

The group will meet at least once every new term either virtually or in person as agreed by the group