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**Service Director – Legal, Governance and
Commissioning**

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Thursday 5 October 2023

Notice of Meeting

Dear Member

Kirklees Schools Forum

The **Kirklees Schools Forum** will meet in the **Chestnut Room, Cathedral House, St Thomas Road, Huddersfield, HD1 3LG** at **10.00 am** on **Friday 13 October 2023**.

The items which will be discussed are described in the agenda and there are reports attached which give more details.

A handwritten signature in black ink, appearing to read "Julie Muscroft", on a light-colored background.

Julie Muscroft

Service Director – Legal, Governance and Commissioning

Kirklees Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair/Clerk of their intentions prior to the meeting.

Agenda

Reports or Explanatory Notes Attached

	Pages
1: Welcome, Introductions and Apologies for absence	
2: Minutes of the Schools Forum Briefing held on 23rd June 2023	1 - 8
3: Matters arising from the meeting held on 23rd June 2023	
4: Kirklees Education & Learning Partnership Board (standing item) Verbal Update	
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5: 2024 - 2025 Funding Update	9 - 12
David Baxter	
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6: High Needs Block <ul style="list-style-type: none">• Safety Valve• Mainstream top-up funding review (Peter Gray commission) Verbal Update Jo-Anne Sanders / John Bartlett	
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7: Excess Balances Verbal Update Andrew Fell / Katie Pearson / Emma Brayford	
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8: Any other business	

9: Confirm minutes

10: Date and time of next meeting

13 - 14

Friday, 1st December 2023, 10.00 am – 11.00 am Chestnut Room,
Cathedral House

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The KIRKLEES SCHOOLS FORUM PUBLIC

(Schools Funding Consultative Group)

meeting held on **Friday 23 June 2023** at 10.00 am
at **Cathedral House, Huddersfield**

Present:

Name:	Category of Membership:
Andi Gilroy-Sinclair	Nursery School Heads (1)
Helen Pearson, Diana Wilson, Laura Willimott, Katie Pearson, Jenny Shore	Primary School Heads (5)
Andrew Fell	High School Heads (1)
Paul Evans	Special School Heads (1)
	Special Academy Heads (1)
Michelle Lee, Dave Wadsworth, Darren Christian (Chair)	Academy Heads (5)
Rebecca Smith	Pupil Referral Units (1)
Vicky Morris	Non-school members (5)
Matthew Pinder	School Governors (1)
Liz Kilner (minute clerk), Jo-Anne Sanders, David Baxter, Kelsey Clark-Davies, Emma Brayford	Officers in Support
Cllr Carole Pattison	Observers

Item	Title	Actions
1	<p>Apologies for Absence</p> <p>The Chair welcomed all to the meeting. Matthew Pinder was noted as a new Forum Member representing School Governors.</p> <p>Apologies were received from:</p> <ul style="list-style-type: none"> • Ian Rimmer – Secondary Academy Head • Kath Duffy – Early Years • Hazel Danson - NEU • Martin Wilby – Head of Education Places and Access • Dean Langton – Service Director Finance • Mel Meggs – Strategic Director for Children’s Services • Sally Rawson – Kirklees College 	
2	<p>Minutes of the Schools Forum Public meeting held on 3 March 2023</p> <p>The minutes of the above meeting were agreed as a correct record of the meeting.</p>	
3	<p>Matters arising from meeting held on 3 March 2023</p> <p>There were no matters arising for discussion.</p>	
4	<p>Kirklees Education & Learning Partnership Board (KELPB)</p> <p>Jo-Anne Sanders updated the meeting on the meeting of the KELPB meetings held since 3rd March.</p> <p>The following areas were discussed at the meeting on the 15th March.</p> <ul style="list-style-type: none"> • Budget discussions and Kirklees Cabinet financial approvals. • A presentation from Professor Paul Miller about inclusion and equity as well as his research into exclusions. There is an opportunity for collective training in the LA in 	

	<p>relation to equality and inclusion which we hope to have in place for the new academic year.</p> <ul style="list-style-type: none"> • Feedback to KELPB on the Government White paper and discussions together with head teachers from maintained schools. • Data was shared about LA Traded Services and what was being bought back by schools and settings. There is more work to do in this area to develop Management Information. • Committee feedback was provided by Education Improvement Committee, Service Committee and Places, Access and Inclusion Committee. <p>The following areas were discussed at the meeting on the 26th April.</p> <ul style="list-style-type: none"> • The main focus of the meeting was learning place sufficiency. A detailed presentation was made to the Board covering all phases of education. • The presentation slides will be circulated. • There are planned changes in Early Years provision following government announcements. • We have falling numbers in the primary age youngsters. We need to look at options to move forward and these will be presented back to the KELPB meeting. • We currently have a bulge in secondary school pupil numbers which will feed through to Post 16. • There was a lot of discussion at the Board to secure a shared baseline of understanding in order to plan strategically moving forwards. • The presentation slides do give a top level overview. • We do need to have proposals given the current challenges on school budgets and the struggles to achieve balanced budgets. We need to do this collectively. <p>The following areas were discussed at the meeting on the 7th June.</p> <ul style="list-style-type: none"> • There was a follow up discussion of Sufficiency with feedback from Places, Access and Inclusion who had picked up some development work after the previous ELPB meeting. • There was an update on the new School Improvement Model. This included an update from The Educational Improvement Committee. Engagement has taken place on proposals. The outcome of engagement is 'Agree / Strongly Agree' with the new School Improvement Model proposals which will now be worked up with a view to the new approach being implemented for September 2023. • Vicky Metheringham (Service Director) updated the meeting on the preparations in place for the anticipated upcoming inspection of Childrens Services in the LA (ILACS) and what to expect. • There was an update on the scheduled Our Kirklees Futures Summit and Head Teacher Conference. The KELPB were assured that everything is in place for the event which is planned to take place on the 27th June 2023. 	<p>Slides to be circulated to Forum Members</p>
<p>5</p>	<p>Dedicated Schools Grant (DSG) outturn including school balances</p> <p>David Baxter presented a paper on the DSG outturn position for 2022/2023 as well as Excess and Deficit Balances review 2022/2023 which was circulated before the meeting.</p> <p>David Baxter updated the meeting and summarised key areas of the report.</p> <ul style="list-style-type: none"> • Combined Balances at 31 March 2023 £11.5m. • Excess Balances at 31 March 2023 £1.74m. • Schools with deficit balances at 31 March 2023 £0.398m. • Next Steps <p>Q. Are excess balances defined as reporting a balance of over 10% of the total budget for Primary and Special schools and over 8% of the total budget for Secondary Schools? A. Yes.</p>	

<p>Q. Have we double checked the information provided by schools on proposed expenditure. A. Not double checked but we can request additional information.</p> <p>Q. have we had claw backs of excess balances in the past? A. Yes.</p> <p>Q. have we received information on proposed expenditure from all schools? A. No not from every school yet.</p> <p>Q. We should consider that schools on PPP contracts do have difficulty spending money due to delays in quotes and getting work done. We should look at the context for all schools with excess balances in detail. A. Noted. It is also the case that some schools need to 'save up' for significant projects and in this period will have an excess balance.</p> <p>It was noted by Jo- Anne Sanders that deficit balances in schools are actually more of a concern than excess balances.</p> <p>Q. Is the total for schools with deficit balances at 31 March 2023 £398k. How is this being funded? A. Schools are all working on action plans to resolve deficit balances.</p> <p>Q. What happens to the deficit balance? A. Schools will have to put in place action plans to achieve a balanced budget. Deficit budgets are not acceptable.</p> <p>Q. In the case of Paddock school, the deficit is a result of a significant number of International New Arrivals. Funding will be received based on the census data. On this basis there is no significant concern. A. Noted.</p> <p>It was noted that, technically, excess balances can be clawed back but this should not be progressed unless we know the detailed context for the excess balances for all schools.</p> <p>It is important that Schools Forum discuss excess balances. This is one of our checks for school funding. In the past, there have been valid cases to claw back excess balances.</p> <p>David Baxter noted that there are ongoing discussions with schools with deficit budgets about action plans and staffing structures. Schools are working very hard to reduce deficits. All Schools have been challenged very hard to set balanced budgets as DSG resources are very limited for the financial year 2023/24.</p> <p>Jo-Anne Sanders noted that a collective approach in the LA to sufficiency is very important. As has been fed back earlier, the KELPB are looking at sufficiency. The DfE will review at the overall excess balance position across the LA in the context of the deficit on the High Needs Block</p> <p>Q. Can we ensure that we get more information from all schools with an excess balance to understand the context? A. Yes.</p> <p>Q. Have plans and forecasts been done to understand future year deficits? A. All schools have to submit a 3-year plan to the LA. The October census data will be a key assumption.</p> <p>ACTION: A sub committee group to be set up including Andrew Fell and Katie Pearson to do a detailed review of excess balances and make proposals back to Schools Forum.</p>	<p>Andrew Fell will coordinate</p>
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	<p>ACTION: Additional information to validate proposed expenditure to be requested from schools with excess balances.</p>	<p>the sub committee.</p> <p>School Finance team</p>
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High Needs Update

Updated Safety Valve Management Plan

Jo-Anne Sanders updated the meeting.

- The LA is currently in Enhanced Monitoring within the Safety Valve Programme. The LA are off track for the original savings plan.
- A resubmission of the revised plan and trajectories is due on 30 June 2023.
- Meetings have been held with DfE advisors.
- After resubmission, if successful, quarterly monitoring of the revised plan will be put in place by the DfE.
- It is very important that the LA stay within the Safety Valve Programme. There is over £16m of funding at risk for the LA.
- There will be significant financial problems for the LA if they drop out of the Safety Valve Programme.
- We have had meetings with the DfE during the re planning process and feedback has been taken. It is very important that the revised plan is based on realistic assumptions and delivery of the revised plan will be key.
- We do still have challenges in the LA with provision.
- The assumptions for the revised plan were summarised including;
 - A cap on out of area spend.
 - Additional provision to come on line in September 2023.
 - Early Years block transfer of £0.5m per annum.
 - SEND inclusion fund transfer and cap on spending.
 - Consultant (Peter Gray) work on different ways of funding activities.
 - More workforce development in schools.
- We plan to have an in year balanced budget for 2026/27 but some historic deficit will remain.
- We have got example data dashboards to include in the submission.
- Engagement with schools and settings will be summarised.
- Risks to the revised plan include;
 - Inflation
 - Cost of living impacts
 - Rising costs of capital investments
 - Demand and complexity of need
- Opportunities include;
 - System changes and more satellite provision
 - Less reliance on out of area provision
 - Potential to have an AP Free School
- We have had feedback confirming that we have made significant progress.
- The revised plan will be submitted on the 30 June 2023 together with narrative.
- If the revised plan is accepted, quarterly monitoring will start in September 2023.
- There will be a further update at the next Schools Forum meeting.

Q. Is the overall deficit £1.4m or is this just for a single year?

A. This is the deficit for the overall budget by 2026/27.

Q. At what point would the LA be excluded from the Safety Valve programme? Is a deficit of £1.4m by 2026 / 27 acceptable?

A. We need to continue to engage with the DfE, but we need to give confidence that we can achieve an in year balanced budget to give confidence that the overall plan is achievable. Confidence in our collective capacity and ability to deliver plans is key.

Q. Is the contribution from the Main Schools Block unchanged?

A. Yes.

Q. When do you expect that the decision on the AP Free school will be made?

7	<p>A. This is expected in Autumn 2023, with an opening date not before 2025 if approved. This will make a step change to provision in the LA. There are two applications but we will not get both.</p> <p>Q. Can you confirm that the revised plan will not change the agreed transfers from the Main Schools Block?</p> <p>A. The assumptions have not changed and the Block Transfer remains part of the proposal.</p> <p>Q. Do we need to be sure that pupils going to Special Schools are still the right pupils?</p> <p>A. This is a question and there will be new pathways. This needs to be considered at the Special Schools Heads meeting. There needs to be clarity on the graduated approach.</p> <p>Q. Places in Special schools can depend on parents' ability to navigate the system?</p> <p>A. Yes but this can work both ways.</p> <p>(a) <u>Specialist Placement Sufficiency Update.</u></p> <p>Specialist Placement Sufficiency Update May 2023 slides had been circulated before the meeting.</p> <p>Kelsey Clark-Davies updated the meeting.</p> <ul style="list-style-type: none"> • Out of area placements currently cost circa £11m per annum which is a significant cost. There will always be a need for a small number of out of area placements. Up to 75% of these children have SEMH as a primary need. • We are working very hard on Local Sufficiency of places. We have also expanded our Specialist Outreach teams and have had positive feedback about their support. • The SEND Sufficiency overview slide was summarised including; <ul style="list-style-type: none"> - Future Joseph Norton site at Deighton Road – places to increase from 83 to 132 - Future Woodley School and College site at Fernside Avenue – places to increase from 122 to 180. - Beaumont Park Academy ARP – 12 places - Carlinghow Academy ARP – 12 places - Netherhall St James ARP – 12 places - Netherhall Learning Campus Junior School – 12 places - Netherhall Learning Campus High School – 20 places - Old Bank Academy ARP – 16 places - Ravenshall and Headfield satellite – 10 places - Woodley Post 16 satellite proposal TBC - Commissioned Alternative Provision - Alternative Provision Free School • Using local providers will impact positively on transport costs, both local and out of area. Transformation plans are currently being worked upon for Transport <p>The Chair noted thanks and support for all the work being done by Jo-Anne Sanders.</p> <p>Jo Anne Sanders noted that support and feedback from Schools Forum is appreciated. The Forum members were thanked for the open, honest and professional conversations.</p>	
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	<p>Any Other Business</p> <p>None raised</p>	
8	<p>Confirm Minutes</p> <p>The minutes of the previous meeting were confirmed above.</p>	
9	<p>Dates and times of next meeting</p> <ul style="list-style-type: none"> • Friday 13th October 2023 Public <p>The Chair thanked everyone for attending the meeting and for their contributions across the Academic Year.</p>	

Signature (Chair)

Date.....

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Service Area:	Schools Finance
Presented By:	David Baxter
Report:	2024/2025 Dedicated Schools Grant (DSG) Draft Schools Funding Allocations
Date:	13 th October 2023
Purpose Of Report:	To update Schools Forum on the draft APT funding proposals for 2024/2025
Is a Decision Required?	

Kirklees Schools Forum

13 October 2023

2024/2025 Dedicated Schools Grant (DSG) Draft Schools Funding Allocations

1. Introduction

- 1.1 Following the publication of the 2024/2025 provisional Dedicated Schools Grant (DSG) funding allocations, the Education and Skills Funding Agency (ESFA) produced the initial Authority Pro-Forma Tool (APT) that enables Local Authorities to model the funding allocations for 2024/2025.
- 1.2 The APT is used to generate funding allocations for all schools taking into account national changes such as split site funding following national ESFA policy changes and key issues faced locally that are primarily focussed around the High needs (Safety Valve) work.
- 1.3 The work done with the APT is to allow Local Authorities and Schools Forum the opportunity to model funding for schools within parameters set by the ESFA through the National Funding Formula (NFF) guidelines.
- 1.4 The modelling of the 2024/2025 APT is initially based on the census data from October 2022. The final allocations and formal submission will be updated in December 2023 to reflect the census data that is collated on 5th October 2023.

2. Dedicated School Grant (DSG) Draft APT Allocations for 2024/2025

- 2.1 A key aim for both the ESFA and the Local Authority is to achieve a position whereby all schools are funded at the NFF rates. This target is challenging with the ESFA recognising the funding pressures this places on Local Authorities, especially those that are facing substantial pressures associated with High Needs. Consequently, the ESFA publish additional rates, shown in appendix A, which allow for local variation and modelling when considering the impact on individual schools.
- 2.2 A key driver within the process is the proposed £2.6million block transfer, through a disapplication process, from the schools block DSG to the high needs block DSG. Overall, this resource is maintained within the totality of the DSG but reduces the schools block resource allocation when considering the NFF variables.
- 2.3 The initial modelling has been based on the following combination (detailed rates in Appendix A) to balance the DSG resources available within the overall financial constraints of the process:

<ul style="list-style-type: none"> Average Weighted Pupil Unit (Basic Entitlement) Low Prior Attainment Mobility 	}	All set at NFF levels.
<ul style="list-style-type: none"> Free School Meals (FSM) Income Deprivation affecting children index (IDACI) English as an Additional Language (EAL) Premises lump sum Sparsity Split Sites (new funding) 	}	Set at minimum allowable NFF levels.

- 2.4 An additional key variable in the process is the minimum Funding Guarantee (MFG). The MFG is designed to protect schools from excessive year on year changes. Local Authorities have the freedom to set the MFG in their local formulae between +0.0% and +0.5% per pupil. The **APT modelling assumes +0.0% for 2024/2025** again within the tolerances set by the ESFA.
- 2.5 The application of the above variables within the APT results in a draft compliant outcome whereby the resources are in balance.
- 2.6 The Growth Fund resource is currently showing as a slight reduction on 2023/2024 within the draft modelling totalling just under £1.1 million to effectively balance the APT. The proposed allocation for the Growth Fund 2024/2025 will be considered by Schools Forum as part of the annual review of centralised resources.
- 2.7 De-delegation (centrally retained funds from maintained schools) amounts have not been amended as part of the draft modelling as they do not affect the overall resource availability, but these will also need to be reviewed prior to agreeing the final 2024/2025 submission.

3. Teachers Pay Additional Grant (TPAG)

- 3.1 The TPAG does not form part of the overall DSG settlement and is not part of the 2024/2025 modelling, however this grant supports both 2023/2024 and 2024/2025 funding pressures resulting from Teachers pay award. The grant is payable to Mainstream Schools, Special Schools and Alternative Provision Schools with published allocations via the Local Authority. Academies will receive their TPAG directly from the ESFA.

4. Recommendations

- 3.1 School Forum are asked to note and comment on the content of the report.

5. Appendices

Appendix A – 2024/2025 ESFA APT National Funding Formula Funding Rates

David Baxter
Schools Finance Manager

2024/2025 ESFA APT National Funding Formula Funding Rates

Factor	23-24 NFF including ACA	23-24 APT	Difference between 23-24 APT and 23-24 NFF	24-25 NFF including ACA	24-25 APT minimum	24-25 APT maximum
Primary basic entitlement	£3,394.54	£3,394.00	-£0.54	£3,597.61	£3,507.67	£3,687.55
KS3 basic entitlement	£4,785.77	£4,785.00	-£0.77	£5,072.86	£4,946.04	£5,199.68
KS4 basic entitlement	£5,393.86	£5,393.00	-£0.86	£5,717.97	£5,575.02	£5,860.92
Primary FSM	£480.08	£480.00	-£0.08	£490.08	£477.83	£502.34
Secondary FSM	£480.08	£480.00	-£0.08	£490.08	£477.83	£502.34
Primary FSM6	£705.11	£705.00	-£0.11	£830.14	£809.39	£850.89
Secondary FSM6	£1,030.16	£1,030.00	-£0.16	£1,210.21	£1,179.95	£1,240.46
Primary IDACI F	£230.04	£178.11	-£51.92	£235.04	£188.31	£240.92
Primary IDACI E	£280.04	£213.59	-£66.45	£285.05	£225.24	£292.17
Primary IDACI D	£440.07	£340.71	-£99.36	£450.08	£360.65	£461.33
Primary IDACI C	£480.08	£368.41	-£111.66	£490.08	£389.59	£502.34
Primary IDACI B	£510.08	£391.71	-£118.37	£520.09	£413.55	£533.09
Primary IDACI A	£670.11	£515.48	-£154.63	£685.12	£545.95	£702.24
Secondary IDACI F	£335.05	£257.73	-£77.32	£345.06	£275.47	£353.69
Secondary IDACI E	£445.07	£344.60	-£100.47	£455.08	£364.65	£466.45
Secondary IDACI D	£620.10	£478.56	-£141.54	£635.11	£507.72	£650.99
Secondary IDACI C	£680.11	£523.23	-£156.88	£695.12	£553.93	£712.50
Secondary IDACI B	£730.12	£562.07	-£168.05	£750.13	£598.88	£768.88
Secondary IDACI A	£930.15	£716.89	-£213.26	£950.16	£758.23	£973.92
Primary EAL	£580.09	£580.00	-£0.09	£595.10	£580.22	£609.98
Secondary EAL	£1,565.25	£1,565.00	-£0.25	£1,605.27	£1,565.14	£1,645.40
Primary LPA	£1,155.18	£1,155.00	-£0.18	£1,185.20	£1,155.57	£1,214.83
Secondary LPA	£1,750.28	£1,750.00	-£0.28	£1,790.30	£1,745.55	£1,835.06
Primary mobility	£945.15	£945.00	-£0.15	£970.16	£945.91	£994.42
Secondary mobility	£1,360.22	£1,360.00	-£0.22	£1,395.24	£1,360.36	£1,430.12
Primary lump sum	£128,020.48	£128,000.00	-£20.48	£135,723.07	£132,329.99	£139,116.15
Secondary lump sum	£128,020.48	£128,000.00	-£20.48	£135,723.07	£132,329.99	£139,116.15
Primary sparsity	£56,309.01	£56,300.00	-£9.01	£57,709.81	£56,267.06	£59,152.55
Secondary sparsity	£81,913.10	£81,900.00	-£13.10	£83,914.26	£81,816.41	£86,012.12
Middle-school sparsity	£81,913.10	£0.00	-£81,913.10	£83,914.26	£10,192.47	£86,012.12
All-through sparsity	£81,913.10	£0.00	-£81,913.10	£83,914.26	£10,192.47	£86,012.12
Split sites basic eligibility funding				£54,309.23	£52,951.50	£55,666.96
Split sites distance funding				£27,104.61	£26,426.99	£27,782.22
London fringe	1.0000	1.0000	0.0000	1.0000	1.0000	1.0000

Draft rate selected for APT model

Agenda Item 10

Schools Forum Dates - 2023 - 2024 (Rooms booked 8.00 am - 11.00 am)

Date	Meeting	Times	Venue
8 th September 2023	Schools Forum - Briefing	8.30-10.30am	Cathedral House
13 th October 2023	Schools Forum Public & Briefing	8.30-11.00am	Cathedral House
10 th November 2023	Schools Forum - Briefing	8.30-10.30am	Cathedral House
1 st December 2023	Schools Forum Public & Briefing	8.30-11.00am	Cathedral House
15 th December 2023	Schools Forum - Reserve	8.30-10.30am	Cathedral House
19 th January 2024	Schools Forum – Briefing	8.30-10.30am	Cathedral House
9 th February 2024	Schools Forum - Briefing	8.30-10.30am	Cathedral House
1 st March 2024	Schools Forum Public & Briefing	8.30-11.00am	Cathedral House
19 th April 2024	Schools Forum - Briefing	8.30-10.30am	Cathedral House
24 th May 2024	Schools Forum - Reserve	8.30-10.30am	Cathedral House
21 st June 2024	Schools Forum Public & Briefing	8.30-11.00am	Cathedral House
5 th July 2024	Schools Forum - Briefing	8.30-10.30am	Cathedral House

Other Key Meetings

27 September 2023	Education & Learning Partnership Board
28 September 2023	KPH Primary Heads
04 October 2023	KHSH High School Heads
10 October 2023	KSSH Special School Heads
08 November 2023	Education & Learning Partnership Board
23 November 2023	KPH Primary Heads
28 November 2023	KSSH Special School Heads
06 December 2023	KHSH High School Heads
20 December 2023	Education & Learning Partnership Board
16 January 2024	KSSH Special School Heads
18 January 2024	KPH Primary Heads
31 January 2024	Education & Learning Partnership Board
06 March 2024	KHSH High School Heads
13 March 2024	Education & Learning Partnership Board
14 March 2024	KPH Primary Heads
19 March 2024	KHSH High School Heads
24 April 2024	Education & Learning Partnership Board
09 May 2024	KPH Primary Heads
14 May 2024	KSSH Special Heads
05 June 2024	Education & Learning Partnership Board
12 June 2024	KHSH High School Heads
04 July 2024	KPH Primary Heads
09 July 2024	KSSH Special Heads
17 July 2024	Education & Learning Partnership Board

2023 – 2024 Monitoring Programme

The following services are funded through DSG and monitored over the course of the academic year for:

- Range of provision and services
- Range and number of schools and settings receiving provision
- Impact of provision for each school and setting

Additional or supplementary reports to those identified in the schedules below may be requested by Schools Forum.

Funded provision	Reporting Officer	Reporting arrangements
School Improvement Commissioning Fund	Emma Brayford / Fiona Denham, Senior KLPs Learning & Early Support	Termly
Trade Union facilities time	Teacher Union Members	Annually
International New Arrivals	Maggie Featherstone, Portfolio Manager: Education Safeguarding Service	Annually
Early Years Provision	Martin Wilby / Debbie Lea, Childcare Sufficiency Manager, Learning & Early Support	Annually
School Place Planning and Organisation	Martin Wilby, Head of Education Places & Access	Annually

2023 – 2024 Reporting Schedule

Date	Monitoring report	Officer(s)
10 November 2023 Briefing	Trade Union facilities time	Teacher Union reps
01 December 2023 Briefing & Public	School Improvement Commissioning Fund	E Brayford / F Denham
15 December 2023 Reserve	School Forum	
19 January 2024 Briefing	International New Arrivals	M Featherstone
09 February 2024 Briefing	Early Years Provision	D Lea / M Wilby
01 March 2024 Briefing & Public	School Improvement Commissioning Fund	E Brayford / F Denham
19 April 2024 Briefing	School Place Planning & Organisation	M Wilby
24 May 2024 Reserve	School Forum	
21 June 2024 Briefing & Public	School Improvement Commissioning Fund	E Brayford / F Denham
05 July 2024 Briefing	TBC	