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| Chief Finance Officers |
| 25 September 2020 |

Dear Colleague

**WELSH REVENUE SUPPORT GRANT SETTLEMENT 2021-22:**

### STANDARD SPENDING ASSESSMENTS

**Verification of non-financial data for calculation of standard spending assessments (SSAs)**

The Welsh Government has the power to collect non-financial information from local authorities for use in the calculation of standard spending assessments (SSAs). In order that the data used are as accurate and reliable as possible it was agreed, in partnership with the Welsh Local Government Association (WLGA), that local authorities should have an opportunity to scrutinise the non-financial data used.

**Summary of the verification process**

We will be publishing the non-financial data on the Welsh Government Website for you to download. The data checking process will be carried out in two rounds. The verification data will be available to download on **25 September 2020**. This year, like last year, we have combined the first and second verification rounds, due to the anticipated timing of the budget.

The purpose of the data verification exercise is not to re-visit published estimates where the changes are minor. This process is to ensure that any significant errors or revisions to the non-financial data are identified prior to the publication of the Local Government Settlement.

**The procedure**

You are requested to go onto the Welsh Government website, download the spreadsheet and scrutinise the non-financial data relating to your authority. The data takes the form of a spreadsheet containing datasets for all 22 local authorities. There are also tables containing data relating to the previous two data years. These are included for comparison reasons only.

To accompany the data, a data note describing the data in more detail is also available on the website. This verification round will need to be finalised by **16 October 2020,** and it would be appreciated if forms could be returnedas early as possible before that date**.**

Please complete the verification form and return to us via email. If you have any queries about the data please raise them on the query form and send back to us via the email address LGFPSettlement@Gov.Wales

Whilst there is no formal obligation on your part to participate in this exercise, it is regarded as an important stage in the Welsh revenue settlement consultation process and of the subsequent calculation of SSAs.

**Pupils at Independent Schools**

You are also requested to notify us of any pupils educated in independent schools for pupils without statements of special educational need (excluding special schools) for whom your authority pays full tuition fees as recorded on the Revenue Outturn forms. This information should be provided in respect of the position at **January 2020** and should be broken down into the following year groups:

* pupils in reception year group or year group N2 (in either nursery or primary schools),
* primary school pupils in year groups 1 and above,
* Secondary school pupils in year groups 10 and 11, 7-11 and 12-14.

These pupils are directly credited in the SSAs and it is therefore very important that this information is provided, even if nil, to ensure the accuracy of the calculations. Please provide the figures to us on the query form. **Note that it will be assumed that there are no such pupils unless otherwise indicated**.

**The non-financial data and query form, data note and verification form can be found on the following link:**

<https://gov.wales/local-government-revenue-and-capital-settlement-verification-2021-2022>

I appreciate that this means extra work at a busy time, but I am sure that you understand the need to have accurate data for immediate use. Thank you for your co-operation in this matter.

Yours sincerely,

Heather Haywood

Local Government Finance and Workforce Partnership Division