

**MINUTES OF THE OF THE SCHOOLS' FORUM
HELD ON 18 OCTOBER 2022
VIRTUAL TEAMS MEETING
(10:00am to 12:00pm)**

Present:	Maintained Primary Representatives	
	Scott Halliwell (SH) (Joint Chair)	HT, Southwood Primary School
	Julie Phillips (JP)	HT, Godwin Primary School
	Martin Nicholson (MN)	HT, Grafton Primary School
	Gill Massar (GM)	HT, William Bellamy Primary School
	Richard November (RN)	HT, Valence Primary School
	Simon Abeledo (SA)	HT, Rush Green Primary School
	Junaida Bana (JB)	HT, Furze Infant School
	Maintained Secondary Representatives	
	Tony Roe (TR)	HT, Barking Abbey School
	Lisa Keane	HT, Eastbury Community School
	Maintained All-through (A/T)	
	Russell Taylor	HT, Robert Clack
	Governor Representatives (1 pri & 1 sec)	
	Vacant	
	Vacant	
	Academy & Free Primary	
	Lisa Shepherd (LS)	HT, Eastbury Primary School
	Academy & Free Secondary	
	Andy Roberts	HT, Riverside School
	Academy & Free Schools (A/T)	
	Clare Cross	HT, Sydney Russell School
	Academy Special School Representative	
	Roger Leighton (RL) (Joint Chair)	Chief Executive, Partnership Learning
	Maintained Special Schools Representative	
	Susan Ball (SB)	HT, Trinity School
	Maintained PRU Representative	
	Cathy Stygal (CS)	HT, Mayesbrook Park School
	Early Years Representative	
	John Trow Smith (JTS)	Early Years, Local Authority
	Trade Union Representatives (shared role)	
	Dominic Byrne (DB)	NUT
	John McGill (JMc)	NASUWT
	Church of England Representative	
	David Huntingford (DH)	HT, William Ford C of E Junior School

Catholic Representative

Clare Cantle (CC)

HT, All Saints Catholic School

Also present:

Jane Hargreaves (JH), Commissioning Director – Education; Councillor Elizabeth Kangethe – Cabinet Member for Education and Schools (EK); Patricia Harvey (PH) – Senior Professional, High Needs Block; Katherine Heffernan (KH) – Group Manager, Local Authority Finance and Investment; Kofi Adu (KA) – Group Accountant, Local Authority Finance; Mairead Pryor (MP) – Warren Junior School; Janet Cassford (JC) – Aspire Virtual School; Gurmit Kaur (GKa) – Group Accountant – Local Authority Finance; Jamie Bell (JB) – Warren Junior School; Jagrutee Jani (JJ) – The Leys Primary School; Florence Fadahunsi (FF) - Group Accountant, Local Authority Finance; Yolanda Cattle (YC) – Village Infant School; and Nichola Young (NY) – Local Authority Minute Clerk.

Mr Scott Halliwell chaired the meeting, Mr Roger Leighton to chair the December 2022 meeting.

1.0	<u>APOLOGIES FOR ABSENCE</u>																																																														
	Apologies were received from Julie Phillips.																																																														
2.0	<u>DECLARATION OF INTEREST</u>																																																														
	None																																																														
3.0	<u>MINUTES AND MATTERS ARISING</u>																																																														
	3.1 The minutes of the meeting held on 21 June 2022 were confirmed as an accurate record.																																																														
	3.2 Update on actions from <u>previous</u> meetings.																																																														
	No.	Date of Meeting	Item No	Action			Owner																																																								
	1	21/06/2022	Item 8.3	Falling Rolls KH and team to review schools eligible for Falling Rolls support, as listed in Appendix D. – complete			Katherine Heffernan & Kofi Adu																																																								
4.0	<u>REPORT FROM THE GROUP ACCOUNTANT – FINANCE</u>																																																														
	1. <u>Update on Schools, Central, High Needs and EY DSG Blocks</u>																																																														
	1.1 Refer to table below. The changes are due to costs, there is no impact on the outturn position.																																																														
	<table border="1"> <thead> <tr> <th rowspan="2"></th> <th colspan="3">2022/23 DSG Allocation as at December 2021</th> <th colspan="4">2022/23 DSG Allocation as at July 2022</th> </tr> <tr> <th>Before recoup't £000s (a)</th> <th>Less recoup't £000s (b)</th> <th>Net £000s (c) =(a)-(b)</th> <th>Before recoup't £000s (d)</th> <th>Less recoup't £000s (e)</th> <th>Net £000s (f) = (d)-('e)</th> <th>Movement (g) = (f) - (c)</th> </tr> </thead> <tbody> <tr> <td>Schools Block</td> <td>248,965</td> <td>67,664</td> <td>181,301</td> <td>248,965</td> <td>67,664</td> <td>181,301</td> <td>- 0</td> </tr> <tr> <td>Central Block</td> <td>2,224</td> <td>0</td> <td>2,224</td> <td>2,224</td> <td>-</td> <td>2,224</td> <td>-</td> </tr> <tr> <td>High Needs</td> <td>46,917</td> <td>4,226</td> <td>42,691</td> <td>48,889</td> <td>4,369</td> <td>44,521</td> <td>1,830</td> </tr> <tr> <td>Early Years</td> <td>21,619</td> <td>0</td> <td>21,619</td> <td>21,877</td> <td>-</td> <td>21,877</td> <td>257</td> </tr> <tr> <td>Total</td> <td>319,725</td> <td>71,890</td> <td>247,835</td> <td>321,955</td> <td>72,033</td> <td>249,922</td> <td>2,087</td> </tr> </tbody> </table>								2022/23 DSG Allocation as at December 2021			2022/23 DSG Allocation as at July 2022				Before recoup't £000s (a)	Less recoup't £000s (b)	Net £000s (c) =(a)-(b)	Before recoup't £000s (d)	Less recoup't £000s (e)	Net £000s (f) = (d)-('e)	Movement (g) = (f) - (c)	Schools Block	248,965	67,664	181,301	248,965	67,664	181,301	- 0	Central Block	2,224	0	2,224	2,224	-	2,224	-	High Needs	46,917	4,226	42,691	48,889	4,369	44,521	1,830	Early Years	21,619	0	21,619	21,877	-	21,877	257	Total	319,725	71,890	247,835	321,955	72,033	249,922	2,087	
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	(a) Note the updated DSG funding							Noted																																																							
	2. <u>Central Schools Services Block</u>																																																														

2.1 Schools' Forum (SF) were reminded that the DSG have an intention to reduce the Central Services Block funding

	2020/21	2021/22	2022/23	2023/24
On-going responsibilities	1,439	1,620	1,631	1672
Historic responsibilities	925	740	592	474
Total	2,364	2,360	2,223	2,146

2.2 Below are the allocations for ongoing and historic responsibilities.

Service	Budget
Admission Service	648,000
Schools Forum	60,000
Copy right Licences	180,000
Statutory responsibilities	743,000
Total budget for ongoing resp.	1,631,000

2.3 The table below shows the reduction, and how the LA intend to mitigate the effects of the reduction. Please refer to item 2.4 in the Report for more information on the steps taken to mitigate the impact on services to schools.

Services	2020/21	2021/22	2022/23	2023/24	2024/25
	b	c	d	e	f
School Improvement	86	69	55	44	35.2
Schools Estates	120	96	77	61.6	49.28
School Games Organiser	40	32	26	20.8	16.64
Trewern outdoor education	167	133	106	84.8	67.84
Community Music Service	248	198	158	126.4	101.12
Advisory Teachers	264	212	170	136	108.8
Total (historic)	925	740	592	474	379

Recommendation (ii): Schools' Forum are asked to:

- (a) Note the 2023/24 allocations for on-going and historic responsibilities.
- (b) Note the reduction to historic responsibilities funding and the steps taken to mitigate the impact on services provided to schools

Noted

3. 2022/23 Projected DSG Outturn

- 3.1 The projected DSG budget is forecasted to be in budget at year end. This indicates that the budget is being managed well. Early Years is based on take up.
- 3.2 JTS questioned whether it's possible for Early Years to benefit from the EY reserves that seem to flow to the Schools Block.
- 3.3 KA advised that reserves are not ringfenced to blocks. Reserves go into the main pot and are used where deemed necessary.
- 3.4 The LA responded saying there are some examples of support for Early Years, including the Additional Hours pilot. The LA are open to the suggestion of money flowing back to EY and will keep looking at this. It is ensured that 95% of the budget goes to Early Years.

	2022/23 Funding £'000	2022/23 Projected Outturn £'000	(Surplus) /Deficit £'000
Schools Block (ISB)	181,301	181,301	0
Central Services Block	2,224	2,224	0
High Needs Block	44,521	44,521	0
Early Years Block	21,877	21,877	0
	249,923	249,923	0
DSG reserves B/f			(8,120)
Add 21/22 EY underspend			(1,118)
Add EY Refund for 21/22			(62)
Revised DSG Carried forward			(9,300)
Of Which			
Growth fund B/F			255
SFFD retained centrally			554
Projected DSG Reserves 2022/23			(8,491)

Recommendation (iii): Schools' Forum are asked to:

- (a) Note and comment on projected DSG outturn position for 2022/23

Noted

3. Update on High Needs Block (HNB)

Please refer to Appendix C

- 4.1 The LA are aware that further work is required, this will not be concluded today. Further meetings will be arranged.
- 4.2 The exceptional one off funding is from the DSG reserves. ISP funding is a new funding envelope for this year.
- 4.3 There is a proposal to increase the funding for band G children in schools as if they were in ARPs, this would result in significantly different funding.
- 4.4 The second proposal is to ensure funding is fair and transparent, £6k for Band G children and £6.5k for Band H children for years 1 to year 6. Then consideration to fund Band F children in the spring term.
- 4.5 A January count of Early Years children will be looked at and considered using the latest census.
- 4.6 ISP funding is straightforward for schools. ISP funding is based on the academic year. Payments will be going out to schools this month. Once the accurate picture is obtained it will be determined whether Band F children can be funded in the Spring term.
- 4.8 HTs are reluctant to approve funding until all data has been received from schools.
- 4.9 HTs agreed to the following statement:

	<p>Schools' Forum agrees that funding for Band G & H children to be approved with a further review of potential funding for F children when census data is received. The HN Working Party to determine the amount of funding.</p> <p>Recommendation (iv): Schools' Forum are requested to:</p> <p>(a) Note and comment on the 2021/22 High Needs outturn position</p> <p style="text-align: right;">Noted</p>	
	<p>5. <u>Internal Resource Provisions (ISP) & One-off Exceptional Payments</u></p> <p>5.1 See chat above and Appendix C.</p> <p>Recommendation (v): Schools' Forum are requested to:</p> <p>(a) Note and comment on ISPs and High Needs budgets for 2022/23</p> <p style="text-align: right;">Noted</p>	
	<p>6. <u>National Funding Formula – Indicative Funding 2023/24</u></p> <p>Please refer to Appendices A and B</p> <p>6.1 LAs are being encouraged to move local formulas closer to the NFF. DfE used the October 2021 census position to come up with the NFF.</p> <p>6.2 The NFF moves funding more towards secondary schools. LBBD tweak this to move money back towards primary.</p> <p>6.3 Three models have been prepared. Model A passes on the NFF and is very close to the national formula but not quite equal. Model B is based on the DfE rules which asks LAs to move 10% towards the NFF (this is not recommended as it is not affordable and exceeds the grant allocation. Model C tweaks the AWPU and moves towards 1:1.35, money is shifted slightly from secondary towards primary.</p> <p>6.4 Please refer to Appendix A. Model A is column H; Model B is Column J and Column L is Model C.</p> <p>6.5 LBBD began the 10% mirroring last year. The borough are within the range recommended by the DfE and meet the threshold of the 10% apart from the AWPU where we mirror 2 to 5%. Model C, the recommended model, does fall within the requirement and the LA are confident that in terms of keeping the 1:1.35 it can be evidenced that LBBD have moved 10% closer as requested..</p> <p>6.6 Model B comes up slightly more expensive. There will be a shortfall if Model B is used. It will also shift funding towards secondary schools.</p> <p>6.7 HTs agreed there is not enough funding for schools and questioned whether shifting money towards primary is avoiding difficult conversations and decisions.</p> <p>6.8 The national ratio is driven by local data. The shift towards secondary is an unintentional consequence due to our local data.</p> <p>6.9 KA advised that moving towards 1:1.42 will disadvantage primary schools.</p> <p>6.10 Secondary HTs requested additional information on why 1:1.35 is required and why we are in this position. Data was also requested from neighbouring boroughs</p>	

<p>6.11 Primary HTs are cautious about moving towards the NFF.</p> <p>6.12 The LA are required to report back to the DfE by February, with a paper taken to cabinet in December for approval.</p> <p>6.13 HTs were advised that the local formula does not take money away from secondary schools, the level of funding is maintained and not affected.</p> <p>6.14 Finance to obtain and collate data on local funding formulas from neighbouring boroughs.</p> <p>6.15 Overall knowledge from Finance says that a shift this year could be significantly destabilising. There are more concerns around financial stability in primary who are facing more financial difficulty.</p> <p>6.16 Models put forward – 1:1.35, 1:1.36 and model A – in a consultation</p> <p>6.17 A consultation will go out to schools with three models, 1:1.35, 1:1.36 and Model A. This will be sent without a recommendation and appendices will be provided containing information on neighbouring borough local formulas.</p> <p>6.18 It was agreed that a December meeting is required.</p> <p>6.19 HTs were urged to be aware that local implications vary borough to borough. Published data does not include overspend and top slices which implication local formulas.</p> <p>Recommendation (vi): Schools' Forum are requested to:</p> <p>(a) Note the Early Years outturn position and</p> <p>(b) Note the Doubling Down on Disadvantaged Children scheme and the proposed extension.</p>	<p style="text-align: right;">Action</p> <p style="text-align: right;">Action</p> <p style="text-align: right;">Noted</p>	<p style="text-align: center;">KH/ KA</p> <p style="text-align: center;">KH/ KA</p>
<p>7. <u>Schools Block Funding Formula for 2023/24</u></p> <p>7.1 See above chat</p> <p>Recommendation (vii): Schools' Forum are requested to:</p> <p>(a) Note and comment on the funding models</p> <p>(b) Approve the principles underlying Model C (Primary Secondary ratio of 1:1.35) as the basis for 2023/24.</p>	<p style="text-align: right;">Noted and agreed</p>	
<p>8. <u>Growth Fund for 2022/23</u></p> <p>8.1 There is no data as yet for 2023/24. In the current year there is a shortfall on the DfE funding which has been met from the Schools Block.</p> <p>8.2 The table below shows where the growth fund is going. There is only a small amount of primary growth.</p>		

School	Prim. Growth	Sec. Growth	Prim. AWPU £3,840	Sec. AWPU £5,100	40% Uplift	Budget
Dagenham Park CofE		30	0	89,250		89,250
Greatfields		90	0	267,750		267,750
Riverside Primary	30		67,200	0		67,200
Riverside Secondary		150	0	446,250	178,500	624,750
Robert Clack	30	180	67,200	535,500	241,080	843,780
Total	60	450	134,400	1,338,750	419,580	1,892,730
GF Grant						1,423,064
Shortfall						469,666
Met from 2022/23 Sch.Block						-469,666

Recommendation (viii): Schools' Forum are requested to:

- (a) note the expected shortfall in growth funding allocations for 2022/23 and agree to fund shortfall from reserves.

Noted and agreed

9. Falling Rolls for 2022/23

9.1 Schools data has been looked at. Falling rolls is mainly affecting primary schools.

School Name	Net Change	AWPU 1,077.56
Dorothy Barley Infants' School	-13	14,008.28
Dorothy Barley Junior Academy	-38	40,947.28
Eastbrook School	-10	10,775.60
Eastbury Primary School	-27	29,094.12
Gascoigne Primary School	-71	76,506.76
Manor Infants' School/Manor Longbridge	-29	31,249.24
Marsh Green Primary School	-17	18,318.52
Monteagle Primary School	-43	46,335.08
Ripple Primary School	-18	19,396.08
Roding Primary School	-35	37,714.60
Rose Lane Primary School	-21	22,628.76
St Joseph's Catholic Primary - Barking	-50	53,878.00
Thames View Junior	-47	50,645.32
Thomas Arnold Primary School	-12	12,930.72
Valence Primary School	-39	42,024.84
William Bellamy Primary School	-42	45,257.52
	-444	551,710.72

9.2 One of the requirements for schools to qualify for Falling Rolls funding is that reserves do not exceed 8% of the budget. Reserves information is awaited from the highlighted schools above.

Recommendation (ix): Schools' Forum are requested to note:

- (a) The proposed distribution of falling rolls budget of £552k for 2022/23.

Noted

10. Schools Facing Financial Difficulty (SFFD)

10.1 No longer requiring active involvement from the Schools Block. (see appendix D). This is now managed by (Financial Monitoring Group).

Recommendation (x): Schools' Forum are requested to note and comment on:

- (a) Total SFFD funds, projected loans repayments and balance retained centrally.

Noted

	<p>11. <u>Trade Union Facility Time Update</u></p> <p>11.1 The report is expected in December or January.</p> <p>Recommendation (xi): Schools' Forum are requested to:</p> <p>(a) Note the proposed review of trade union facility time.</p> <p style="text-align: right;">Noted</p>													
	<p>12. <u>School Improvement Brokerage Grant</u></p> <p>12.1 There will be a need to de-delegate at some point. DSG reserves will be used to mitigate implications for schools where possible.</p> <p>Recommendation (xii): Schools' Forum are requested to:</p> <p>(a) Approve the use of reserves to fund the 50% reduction in School improvement brokerage grant for this year only. (One-off funding from reserves).</p> <p style="text-align: right;">Noted</p>													
5.0	<p><u>ANY OTHER BUSINESS</u></p> <ul style="list-style-type: none"> The teaching and non-teaching pay award will be 5 to 8% for teaching, and lower grades receiving uplifts of up to 10%. Schools are urged to consider with GB the implications of the pay awards and produce a plan of action if there is no further funding towards this. The LA will review what it can do but schools are asked to consider what action may be necessary if required. The DfE have been contacted to seek clarification on support – response received back was not enlightening. It says there are no current plans to support schools. The next meeting will take place on Tuesday 13 December 2022, from 10.00am to 12.00. A HNWP to be arranged for the 6 December. The January meeting will take place on Tuesday 17 January with a HNWP the week before. HTs agreed that virtual meetings are more efficient. 													
6.0	<p><u>DATE OF NEXT MEETING</u></p> <p>Tuesday 13 December 2022, virtual Teams meeting from 10:00am to 12:00pm. RL to chair the December meeting.</p> <p>Head teachers' pre-meeting will be arranged by NY and will commence at <u>9.15am.</u></p>													
7.0	<p><u>ACTION LOG</u></p> <table border="1" data-bbox="224 1514 1451 1913"> <thead> <tr> <th data-bbox="224 1514 412 1591">Date of meeting</th> <th data-bbox="412 1514 574 1591">Item No</th> <th data-bbox="574 1514 1230 1591">Action</th> <th data-bbox="1230 1514 1451 1591">Owner</th> </tr> </thead> <tbody> <tr> <td data-bbox="224 1591 412 1696">18 October 2022</td> <td data-bbox="412 1591 574 1696">Item 6.14</td> <td data-bbox="574 1591 1230 1696">NFF Data to obtained and collated on local funding formulas from neighbouring boroughs.</td> <td data-bbox="1230 1591 1451 1696">Katherine Heffernan & Kofi Adu</td> </tr> <tr> <td data-bbox="224 1696 412 1913">18 October 2022</td> <td data-bbox="412 1696 574 1913">Item 6.17</td> <td data-bbox="574 1696 1230 1913">NFF A consultation will go out to schools with three models, 1:1.35, 1:1.36 and Model A. This will be sent without a recommendation and appendices will be provided containing information on neighbouring borough local formulas.</td> <td data-bbox="1230 1696 1451 1913">Katherine Heffernan & Kofi Adu</td> </tr> </tbody> </table>	Date of meeting	Item No	Action	Owner	18 October 2022	Item 6.14	NFF Data to obtained and collated on local funding formulas from neighbouring boroughs.	Katherine Heffernan & Kofi Adu	18 October 2022	Item 6.17	NFF A consultation will go out to schools with three models, 1:1.35, 1:1.36 and Model A. This will be sent without a recommendation and appendices will be provided containing information on neighbouring borough local formulas.	Katherine Heffernan & Kofi Adu	
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