

Leeds Schools Forum

Microsoft Teams Meeting
Thursday 17 January 2023 at 16:30

Membership (Apologies in Italics)			
GOVERNORS		HEADTEACHERS	
Primary (6 seats)		Primary (6 seats)	
David Kagai	St Nicholas	John Hutchinson	St Theresa's
<i>John Garvani</i>	<i>Broadgate</i>	Peter Harris	Farsley Farfield
<i>Jatinder Ubhi</i>	<i>Swarcliffe</i>	Julie Harkness	Carr Manor Community School
Victoria McWalker	<i>St Margaret's Horsforth</i>	<i>Emma Wraight</i>	<i>Fieldhead Carr</i>
Stratis Koutsoukos	St Nicholas	Rebecca White	Sharp Lane
Bradley Taylor	Kirkstall Valley	<i>One vacancy</i>	
Secondary (1 seat)		Secondary (1 seat)	
<i>David Webster</i>	<i>Pudsey Grammar</i>	Delia Martin	Benton Park
Special (1 seat)		Special (1 seat)	
<i>Russell Trigg</i>	<i>East SILC, John Jamieson</i>	Diane Reynard	East SILC
Non School		Academies – Mainstream (11 seats)	
<i>Angela Hynes</i>	<i>PVI Providers</i>	David Gurney	Cockburn School
<i>Vacancy</i>	<i>PVI Providers</i>	<i>Neil Miley</i>	<i>Dixons Academy</i>
Nick Tones	Schools JCC	John Thorne	St Mary's Academy Menston
Christopher Thornton	16-19 Providers	<i>Joe Barton</i>	<i>Woodkirk Academy</i>
<i>Dan Cohen</i>	<i>Jewish Faith Schools</i>	Rob Dixon	Cockburn School
Peter McQuillen-Strong	Catholic Diocese	Gavin Hosford	Green Meadow
		<i>Rachel Colbourn</i>	<i>Bramhope Primary</i>
		Sarah Talbot	East Ardsley
		<i>Maria Williams</i>	<i>Brigshaw High</i>
		<i>Kate Burton</i>	<i>Alder Tree Primary</i>
		<i>Simon Princep</i>	<i>Abbey Grange CofE</i>
Officers			
<i>Tim Pouncey, Chief Officer Strategy & Resources</i>		Academy – Special School (1 seat)	
<i>Louise Hornsey, Head of Service, Finance</i>		<i>Mary Ruggles</i>	<i>Springwell Leeds North</i>
<i>Shaheen Myers, Deputy Director Learning</i>			
Lucie McAulay, Head of Service, Finance		Academy – Alternative Provision (1 seat)	
Val Waite, Chief Officer Learning Inclusion		<i>Vacancy</i>	
Dave Clark, Chief Officer Learning Improvement			
Elizabeth Jackson, Finance			
Rebecca McCormack, Vulnerable Learners Lead			
Shirley Maidens, Finance			

Item	Title	Actions
1.0	Welcome and Apologies	
1.1	The Chair welcomed everyone to the meeting. Apologies were noted and introductions made.	
2.0	Schools Forum Membership	
2.1	Primary Governor vacancy - Bradley Taylor, Kirkstall Valley Primary School has joined the Forum PVI Nursery Provider vacancy – the vacancy was advertised but no-one applied. Alternative Academy vacancy – remains vacant despite numerous attempts to fill it Primary Headteacher vacancy – remains vacant.	
3.0	Minutes of Previous Meeting	
3.1	The minutes were agreed.	
4.0	Matters Arising	
4.1	<i>Page Two, Item 4.1 – supplementary funding:</i> A meeting has taken place with SILC principles to talk through the funding arrangements and another one is planned in the next couple of weeks.	
4.2	<i>Page Two, Item 4.2 growth funding:</i> A comprehensive spreadsheet has been produced looking at all primary schools in the city and surplus places. These are being mapped against criteria such as resource provision. This has also been raised at family of schools meetings and Headteacher forums.	
4.3	<i>Page Two, Item 4.3 Schools in financial difficulty (SIFD) fund:</i> A decision has been made to claw back excess balances from five schools which equated to £500+k. Once the clawback has been finalised details will be circulated to the schools in financial difficulty panel. Last year the amount of excess balances was reduced from 15% to 8% and schools who are at risk of tipping over the 8% are being informed in advance. Schools at the other end of the scale are being supported. Several bids have come through and these will be considered at the next SIFD panel.	
4.4	<i>Page Five, item six – equality monitoring:</i> Eight responses have been received to date. A request was made for members who have not completed the form to do so if possible.	
5.0	Schools Funding Arrangements 2023-24	
5.1	ESFA regulations dictate that Schools Forum should be consulted and where necessary make decisions on the use of DSG funds.	
5.2	<u>Schools Block</u>	
5.2.1	Results of the consultation were presented to Schools Forum in November and the results demonstrated a preference for option two: <ul style="list-style-type: none"> • A reduced minimum funding guarantee of 0% and an increased cap on gains of 2.22%. All other factors are in line with the national funding formula. 	
5.2.2	The final schools block funding has now been confirmed as £668m, an increase of £43m on last year.	

5.2.3	<p>At the last Forum it was agreed to transfer 0.5% to the High Needs Block and this equates to £3.38m. As a result, £664.15m remains to be allocated to mainstream schools. The revised formula provides £4,405 for primary and £5,715 for secondary schools. It allows the authority to remain 0.5%, in line with the national funding formula and the cap on gains of 5.39%. A school by school allocation is included in the report. The allocation is subject to final verification by the ESFA and approval by the Director of Children and Families. Academies will be issued funding statements from the ESFA as per usual.</p>
5.2.4	<p>In December notification was received that an additional grant for mainstream schools would be made for 2023/24 only. In 2024-25 it will be rolled into the core budget. Leeds allocation of the grant is £22m. The school level allocation will be published in the spring by the DfE. An estimation of what this looks like for individual schools is included in the breakdown. This comes with a caveat that it is an estimate only and may differ when the final allocations are received.</p>
5.2.5	<p>Taking into consideration the formula funding for mainstream schools and the additional grant, funding stands at £690m. This equates to an average per pupil increase of 5.7%, slightly higher than the national average of 5.6%.</p>
5.2.6	<p>In addition to the mainstream grant, Leeds has been allocated £5.16m for additional high needs funding. A condition of the grant is that all special schools, APs and hospital schools must receive an increase 3.4% (£2.5-£3m) compared to the average per pupil funding in 2022-23. Schools will be notified of the final allocation towards the end of February. Schools forecasting significant deficits for 2023-24 will be revisited in line with this. Finance officers will contact schools to provide any support required.</p>
5.3	<p><u>Growth Fund</u></p>
5.3.1	<p>Funding is allocated as part of the Schools Block. It funds pupil number variations through the funding formula of the new schools. There is also a separate growth fund to support new and extended schools to meet basic needs. The allocation is based on the October Census. For 2023-24 the allocation for Leeds is £4.9m, a slight increase from £4.4m in 2022-23. The total growth fund will be £980k: £538k primary and £442k for secondary.</p>
5.3.2	<p>Primary schools will be eligible for growth funding where a permanent expansion has occurred following an increase in the Published Admission Number (PAN) to meet basic need. Growth funding for secondary schools will continue to be paid in the first year only. Schools are eligible for growth funding where a temporary bulge has been agreed to meet basic needs and will be for that year only. Existing schools will see an increased allocation from £100 to £150 per pupil and for new presumption free schools the increase will be from £200 to £250.</p>
5.3.3	<p>The difference in funding for primary and secondary schools was agreed at a previous Schools Forum and relates to cost pressures which are slightly different for secondary schools. Every local authority has its own scheme. Leeds funds on the number of PAN regardless of whether the children are there or not. Any changes would have to be considered by the Children and Families Directorate.</p>
5.3.4	<p>Specialist settings are dealt with differently because the funding comes from the High Needs Block.</p>
5.3.5	<p>It is expected that the growth fund will meet requirements in 2023-24. The amount of funding asked for is £980k compared to £1.9m in the previous year.</p>

5.3.6	<p><i>Free School Presumptions:</i> There is currently a school sponsored by Coop that has not been opened yet. Negotiations are in place with the DfE around opening times and funding. Other free school presumptions are being looked at, but at this moment there is no information from the DfE whether these have been successful or not. Funding for the Coop Brierley school is from a separate grant through the ESFA; the local authority is not involved in this at all.</p>														
5.3.7	<p>In line with ESFA requirements to support pre and post start-up costs for academies it is proposed to retain the criteria for leadership costs over a four-year period and on a sliding scale.</p>														
5.3.8	<p>The £2m remaining for other costs will be considered when the High Needs Block budget is brought back to the next meeting.</p>														
5.4	<p><u>Central Schools Services Block (CSSB)</u></p>														
5.4.1	<p>This Block funds local authorities for ongoing central functions and for funding historic commitments. Total allocation for Leeds is £5.1m, a slight reduction of £32k on the previous year. Schools Forum will be asked to approve each element of expenditure.</p>														
5.4.2	<p><i>Retained Duties element of the Education Services Grant:</i> this funding contributes to the costs incurred by the Council to fund central functions. The CSSB contributes to these functions but it is not sufficient to cover all of the costs which are covered by the Council. Funding of £2.19m is requested which is a decrease of £95.4k compared to 2022-23.</p>														
5.4.3	<p><i>Centrally employed teachers' pension costs:</i> In 2020-21 a separate grant was received to cover these costs. This is now added to the ongoing responsibilities of the CSSB. The request is for £216k to cover this.</p>														
5.4.4	<p><i>Historic commitments:</i> From 2020-21 it has not been possible to increase the costs or add any additional expenditure. For 23-24 the ask is for £515k to cover prudential costs to support ongoing debt repayments. The Headteachers support and school support staff training are now part of the school Improvement fund</p>														
5.4.5	<p><i>Ongoing central functions:</i> This includes the Admissions Service and it is proposed for 2023-24 to increase funding to £1.469m. The increase is to cover the pay award and other inflationary increases in the Service. The ongoing functions also includes the servicing of Schools Forum. The ESFA has agreed a single national licence for all state-funded schools. The cost of this Costs of this £630k for 2023-24, an increase of £76k from the previous year.</p>														
5.5	<p><u>High Needs Block</u></p>														
5.5	<p>Ongoing work is taking place to finalise the budget and it will be brought back to the February Forum.</p>														
5.6	<p><u>Schools Forum Voting Results (% = approved)</u></p>														
5.6	<table border="0"> <tr> <td>Growth Fund funding criteria: support for all the elements at 2.2a in the report</td> <td>100%</td> </tr> <tr> <td>Approval of the Growth Fund being set at £980k</td> <td>88%</td> </tr> <tr> <td>CSSB budgets [Former ESG Retained Duties £2,19,2000]</td> <td>82%</td> </tr> <tr> <td>CSSB budgets [Centrally employed teacher pension costs £216,000]</td> <td>100%</td> </tr> <tr> <td>CSSB budgets [Prudential Borrowing £515,000]</td> <td>88%</td> </tr> <tr> <td>CSSB budgets [Admissions Service £1,469,000]</td> <td>100%</td> </tr> <tr> <td>CSSB budgets [Schools Forum £34,000]</td> <td>100%</td> </tr> </table>	Growth Fund funding criteria: support for all the elements at 2.2a in the report	100%	Approval of the Growth Fund being set at £980k	88%	CSSB budgets [Former ESG Retained Duties £2,19,2000]	82%	CSSB budgets [Centrally employed teacher pension costs £216,000]	100%	CSSB budgets [Prudential Borrowing £515,000]	88%	CSSB budgets [Admissions Service £1,469,000]	100%	CSSB budgets [Schools Forum £34,000]	100%
Growth Fund funding criteria: support for all the elements at 2.2a in the report	100%														
Approval of the Growth Fund being set at £980k	88%														
CSSB budgets [Former ESG Retained Duties £2,19,2000]	82%														
CSSB budgets [Centrally employed teacher pension costs £216,000]	100%														
CSSB budgets [Prudential Borrowing £515,000]	88%														
CSSB budgets [Admissions Service £1,469,000]	100%														
CSSB budgets [Schools Forum £34,000]	100%														

6.0	DE-DELEGATION OF FUNDING FOR MAINTAINED SCHOOLS 2023-24	
6.1	Consultation has taken place with all maintained mainstream primary schools for 2023-24. Based on the results it is the local authority's recommendation to continue to de-delegate services listed in the consultation.	
6.2	For 2023-24 the proposal is to de-delegate funding of £5.53m, an increase of £543k. To ease pressure on school budget it is proposed to use £500k of clawed back surplus balances to fund an element of the contingency budget. It will reduce the per pupil rate of that budget from £11.84 to £4.05.	
6.3	Responses were received from 53 primary and seven secondary schools, the majority of which wish to de-delegate funding for all services.	
6.4	It is estimated that schools will pay between 1.16% and 1.94% of their formula funding for de-delegated services. This is based on the figures consulted on in November.	
6.5	<u>Contingency and support for schools in financial difficulty</u> This fund is retained central for maintained schools and only used in a limited range of circumstances. Funding will be de-delegated at £4.05 per pupil. This is estimated to provide £249,306. If the de-delegation does not continue there will be no funding available. Results of the consultation: 93% in favour.	
6.6	<u>Maternity and other cover</u> The total budget proposed is £2.6m which is a £124k increase on the previous year. Results of the consultation: 100% in favour.	
6.7	<u>Suspended staff cover</u> Funds in this budget provide support for schools when employees are suspended, after the first three months. An increase of £25k is proposed, bringing the budget to £125k. Results of the consultation: 98% in favour	
6.8	<u>Trade Union Facilities</u> The proposed budget for 2023-24 is £370k, the same as the previous year. However, the amount per pupil has increased to £6.14 which reflects lower pupil numbers and academisation. Results of the consultation: 93% in favour	
6.9	<u>Schools library service (primary schools only)</u> This provides a range of resources to underpin the curriculum. An amount of £6.80 per pupil is proposed to be de-delegated, giving a budget of £320k. Results of the consultation: 96% in favour	
6.10	<u>Free school meals eligibility</u> The budget covers admin costs for carrying out eligibility assessments and is provided to all Leeds schools. Academies are charged separately should they wish to use the service. Funding is proposed to be de-delegated at £1.67 per pupil and £3.74 per pupil in receipt of free school meals in the past six years. Results of the consultation: 98% in favour	
6.11	<u>Behaviour support services</u> The budget comes under the remit of SENIT and is for the inclusion support team. The total budget is £1.44m, £108k of which is funded through de-delegation. The remainder of the budget comes from the High Needs Block. The proposal is that the funding will be de-delegated at £0.97 per pupil and £3 for pupils in receipt of free school meals in the last six years. A decision taken by the DfE in 2013-14 states that funding for this part of schools'	

	responsibilities should be kept in the Schools Block and not funded through the High Needs Block. Results of the consultation: 83% in favour																			
6.12	<p><u>Support to underperforming ethnic minority groups and bilingual learners</u></p> <p>In addition to what is outlined in the consultation document work takes place with supplementary schools for the provision of specific grants and projects. The total budget proposed is £290k, the same as 2022-23. It is proposed to de-delegate at a rate of £1.52 per free school meal pupil and £35.85 per English as an additional language (EAL) pupil in primary schools. For secondary schools £1.61 per FSM pupil and £203.12 per EAL pupil Results of the consultation: 78% in favour.</p>																			
6.13	<p><u>School improvement</u></p> <p>In 2022-23 the DfE reduced the amount of the school improvement and brokerage grant to the local authority. Schools Forum agreed to fund the gap of £435k through de-delegation. In 2023-24 the grant was fully removed, and this equates to £726k. Two other services affected by the removal of the grant are Headteacher support and support staff training at £54k. The overall total proposed to be de-delegated is £799k. The rate per pupil is £13.25. Results of the consultation: 88% in favour.</p>																			
6.14	<p><u>Schools Forum Voting Results (% = approved)</u></p> <table> <tr> <td>Contingency and support for schools in financial difficulty</td> <td>100%</td> </tr> <tr> <td>Maternity and other cover</td> <td>90%</td> </tr> <tr> <td>Suspended staff cover</td> <td>90%</td> </tr> <tr> <td>Trade Union facilities</td> <td>100%</td> </tr> <tr> <td>Free School Meals eligibility</td> <td>90%</td> </tr> <tr> <td>Behaviour Support Service</td> <td>80%</td> </tr> <tr> <td>Support to underperforming ethnic minority groups and bilingual learners</td> <td>80%</td> </tr> <tr> <td>School Improvement</td> <td>90%</td> </tr> <tr> <td>School Library Service (PRIMARY ONLY)</td> <td>100%</td> </tr> </table>	Contingency and support for schools in financial difficulty	100%	Maternity and other cover	90%	Suspended staff cover	90%	Trade Union facilities	100%	Free School Meals eligibility	90%	Behaviour Support Service	80%	Support to underperforming ethnic minority groups and bilingual learners	80%	School Improvement	90%	School Library Service (PRIMARY ONLY)	100%	
Contingency and support for schools in financial difficulty	100%																			
Maternity and other cover	90%																			
Suspended staff cover	90%																			
Trade Union facilities	100%																			
Free School Meals eligibility	90%																			
Behaviour Support Service	80%																			
Support to underperforming ethnic minority groups and bilingual learners	80%																			
School Improvement	90%																			
School Library Service (PRIMARY ONLY)	100%																			
7.0	Any Other Business																			
	None.																			
8.0	Meeting Dates for 22-23 and Forward Plan																			
8.1	The next meeting will take place via MS Teams on Thursday 23 February 2023 at 1630-1830.																			