


Leeds Schools Forum

**Microsoft Teams Meeting
 Thursday 16th November 2023 at 16:30**

Membership (Apologies in Italics)	
GOVERNORS	HEADTEACHERS
Primary (6 seats)	Primary (6 seats)
David Kagai St Nicholas	Peter Harris (Chair) Farsley Farfield
John Garvani Broadgate	Julie Harkness Carr Manor Community School
Victoria McWalker St Margaret's Horsforth	Emma Wraighte Fieldhead Carr
Stratis Koutsoukos St Nicholas	Rebecca White <i>Sharp Lane</i>
Bradley Taylor Kirkstall Valley	<i>Vacant</i>
Vacant	<i>Vacant</i>
Secondary (1 seat)	Secondary (1 seat)
David Webster Pudsey Grammar	Delia Martin Benton Park
Special (1 seat)	Special (1 seat)
Russell Trigg East SILC, John Jamieson	Vacant
Non School	Academies – Mainstream (11 seats)
Vacancy PVI Providers	David Gurney Cockburn School
Vacancy PVI Providers	Katherine Somers Dixons Academy
Nick Tones Schools JCC	John Thorne St Mary's Academy Menston
Christopher Thornton 16-19 Providers	Joe Barton Woodkirk Academy
<i>Dan Cohen</i> <i>Jewish Faith Schools</i>	Rob Dixon Cockburn School
<i>Peter McQuillen-Strong</i> <i>Catholic Diocese</i>	Gavin Hosford Green Meadow
	Rachel Colbourn Bramhope Primary
	Sarah Talbot East Ardsley
	Kate Burton Alder Tree Primary
	Simon Princep Abbey Grange CofE
	Ailsa Hoyland Bruntcliffe Academy
Officers	
<i>Tim Pouncey, Chief Officer Strategy & Resources</i>	Academy – Special School (1 seat)
Louise Hornsey, Head of Service, Finance	Vacancy
Chris Sutton, Admissions and Family Information Lead	
Lucie McAulay, Head of Service, Finance	Academy – Alternative Provision (1 seat)
<i>Val Waite, Chief Officer Learning Inclusion</i>	Vacancy
Elizabeth Jackson, Finance	Academy – Special Provision (1 seat)
Shirley Maidens, Finance	<i>Mary Ruggles</i>

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	Vacancies remain for: 1 x Primary Governor 1 x PVI Nursery Provider vacancy 1 x Alternative Academy vacancy 1 x Primary Headteacher vacancy 1 x SILC Governor 1 x SILC Principle 1 x Non-school representatives	
2.1.2	Primary Head Teachers had 3 applications for one vacancy – this had gone out to vote. Academy representatives received 2 applications; these have been filled. SILCs, have received one expression of interest and one application. Governor representatives will be advertised within the Governors Bulletin. LH will offer a briefing to the new members in the new year.	KB
3.0	Minutes of Previous Meeting	
3.1	The minutes were agreed.	
4.0	Matters Arising	
4.1	Page 2 Action to provide further information as regards assumptions in HNB projections, particularly around SEN Top-Ups and £6k blocks. SM provided further details via a report and PH advised he would like further information, such as the breakdown of typical amount per child. VB advised that due to the change in rates there is an average of more per pupil. Highest increase in year's 4,6 & 9. There has been an increase in requests for FFI and we also increased the FFI funding rate. The 10-15% increase is all Top Ups and has not varied that much. Question was asked - is the increase in anticipation of more children being in mainstream? It was advised that it is based on the last 12 months, and this is what we would anticipate spending. There is an expectation that 65% schools will Qualify for the £6K top ups. TP advised that any changes to the £6K blocks would go to schools for consultation and to School Forum for agreement.	
4.1.2	ACTION SM will circulate the figures.  Top ups to Mainstream schools <i>7.1.4 A proportion of schools do not contribute to the Schools Block transfer. LM to advise on numbers.</i> <i>It is anticipated that an increased number of schools would contribute in 24/25.</i> LM advised that of 267 schools, 196 would contribute to block transfer (based on the provisional figures), slightly more than last year.	SM

5.0	SCHOOL FUNDING PROPOSALS 2024/25	
5.1	LM went through the funding reports.	
5.1.2	The Council is required to submit to the EFSA in January 2024. Of 267 school consulted, 73 responded.	
	a) Proposal 1 to transfer A 0.5% transfer between from the Schools Block to the High Needs Block in 2024/25 estimated to be £3.49m.	
5.1.3	Leeds is still subject to the cap on gains. if it wasn't for this cap, we would have had an additional increase of £2.92m. It was noted that any transfer can only be used to fund the high need block.	
5.1.4	Of the 73 responses 69 (94.52%) voted in favour of the transfer with 4 (5.48%) voting against the transfer.	
5.1.5	Schools Forum were requested to vote on the proposal transfer 0.5% from the Schools Block to the High Needs Block. Vote: 14 in favour 1 abstain and, 0 votes against.	
	b) Two options for funding formula for 2024/25, considering the proposed transfer out of the school's block of approx. £3.49m. <ul style="list-style-type: none"> • Option 1: A cap on gains of 1.06%. All other factors are in line with the national funding formula, including the minimum funding guarantee of 0.5%. • Option 2: A reduced minimum funding guarantee of 0% and an increased cap on gains of 1.09%. All other factors are in line with the national funding formula. 	
5.1.6	Noted that PFI factors are excluded from the MFG calculations and so PFI schools receive the same MFG / Cap as non PFI schools.	
5.1.7	Of the 73 consultation responses, 45 (61.64%) favoured option 1 whilst 28 (38.36%) favoured option 2.	
5.1.8	The funding formula is a Local Authority decision, but Schools Forum were asked for their views for consideration. Option 1, 15 in favour Option 2, 0 votes OPTION 1, supported.	
5.1.9	Falling rolls funds will come back for consideration to Schools Forum in January 2024. LM advised that it is a strict criterion, and we are working through the detail to see whether Leeds qualifies for the fund. PH asked for clarification that we are looking at it at a school level and LM confirmed this to be the case.	

5.1.10	<p>Schools Forum discussed the contribution towards severance costs for maintained schools. The Council proposed:</p> <p>c) A contribution in 2024/25 by maintained schools to be applied as a per pupil amount of £2.50, estimated to be a total of £140k.</p> <p>44 responses were received from maintained schools to this proposal. 34 maintained schools (79.27%) supported the proposal and 10 (22.73%) did not.</p>	
5.1.11	<p>It was asked, if all the money does not get spent will it get taken into overall DSG Schools Block?</p>	
5.1.12	<p>In addition, what would be the impact if there was no agreement, would schools have to cover all their severance costs?</p>	
5.1.13	<p>LM confirmed that schools and Schools Forum are being asked for a contribution to the general fund severance budget and any under or overspend will be assumed within the overall Council budget. If the contribution was not made, then the schools may be liable for severance costs.</p> <p>Vote on severance 5 in favour 0 against</p>	
8.0	Any Other Business	
8.1	<p>Question was asked when will the AIP budget for this financial year be received? It was also raised and reiterated that they need to see the budgets.</p> <p>ACTION Tim will go back and find out why AIP have not been given their budgets yet.</p>	TP
8.2	<p>PH asked CS if any decisions have been made within Children and Families directorate regarding bids to the Schools in Financial Difficulty fund.</p> <p>CS will write to the schools next week advising on the bids.</p>	CS
8.3	<p>With regards to excess surplus balances, LM said final decision-making process is still ongoing. It is anticipated that there should be a final sign off this week and letters will go out to schools next week.</p> <p>Total value of potential claw backs would be in the region of £1m.</p>	
8.4	<p>It was also noted that clawback relates to excess surplus balances and schools subject to clawback will retain balances below the threshold used to define excess surplus balances.</p>	
8.5	<p>CS advised that another meeting of SIFD panel is happening next week. So far, only 1 bid from a school experiencing in financial difficulty has been received.</p>	
9.0	Meeting Dates for 2023-24 and Forward Plan	
	<p>The next meeting will take place via MS Teams on Tuesday 16th January 2024 at 1630-1830. The substantive items on the agenda will be School Funding Arrangement and de-delegation of services.</p>	
10.0	Close	

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