

## Leeds Schools Forum

Microsoft Teams Meeting  
 Tuesday 19 January 2021 at 16:30

<b>Membership (Apologies in Italics)</b>	
<b>GOVERNORS</b>	<b>HEADTEACHERS</b>
Primary (6 seats)	Primary (6 seats)
<i>Sue Tuck</i> David Kagai John Garvani Jatinder Ubhi Andrew Neal Helen Brough	<i>Ireland Wood</i> St Nicholas Broadgate Swarcliffe Primary Adel St John's Primary Primrose Lane Primary
John Hutchinson <i>Helen Stott</i> Peter Harris Julie Harkness Jo Smithson <i>Vacancy</i>	St Theresa's Catholic Primary <i>Allerton C of E Primary</i> Farsley Farfield Primary Carr Manor Community School Greenhill Primary
<b>Secondary (2 seats)</b>	<b>Secondary (2 seats)</b>
<i>Barbara Trayer</i> David Webster	<i>Allerton Grange</i> Pudsey Grangefield
Delia Martin <i>Lucie Lakin</i>	Benton Park <i>Wetherby High</i>
<b>Special (1 seat)</b>	<b>Special (1 seat)</b>
Russell Trigg East SILC, John Jamieson	Diane Reynard East SILC
<b>Non School</b>	<b>Academies – Mainstream (10 seats)</b>
Angela Hynes Helen Gration Patrick Murphy Louise Turner Angela Cox OBE <i>Dan Cohen</i>	PVI Providers PVI Providers Schools JCC 16-19 Providers Catholic Diocese <i>Jewish Faith Schools</i>
David Gurney Danny Carr Neil Miley John Thorne Emma Lester <i>Ian Goddard</i> Siobhan Roberts <i>Joe Barton</i> <i>Anna McKenzie</i> Rob Dixon	Cockburn School Dixons Academy Dixons Academy Co-op Academy Priesthorpe Woodkirk Academy <i>Ebor Gardens/Victoria Primary</i> Cockburn John Charles <i>Woodkirk Academy</i> <i>Richmond Hill</i> Cockburn School
<b>Local Authority Reps:</b>	
<i>Sal Tariq, OBE, Director</i>	<b>Academy – Special School (1 seat)</b>
Tim Pouncey, Chief Officer Strategy & Resources	Mary Ruggles Springwell Leeds North
Louise Hornsey, Head of Service, Finance	
Lucie McAulay, Head of Service, Finance	<b>Academy – Alternative Provision (1 Seat)</b>
Val Waite, Head of Learning Inclusion	<i>Vacancy</i>
Shirley Maidens, Finance	
Elizabeth Jackson, Finance	
Claire Swift, Finance	
Viv Buckland, Head of Learning Systems	
Jonathon Renton, Finance	

Item	Title	Actions
1	<b>Apologies</b> Dan Cohen, Sue Tuck, Lucie Lakin, Anna McKenzie	
2 2.1 2.2	<b>Introductions and Schools Forum Membership</b> The Chair welcomed both Rob Dixon who has joined the Forum as an Academy Representative and Wendy Beesley from Woodkirk Academy who will be observing the meeting.  There are currently two vacancies; one for a Primary Headteacher and the second for Academy alternative provision. It was agreed to re-advertise the posts.	<b>LG</b>
3 3.1	<b>Minutes of last meeting</b> The minutes of November's meeting were agreed.	
4 4.1 4.2	<b>Matters Arising</b> Page Two, Matters Arising - FFI Top Ups: To be brought to February's meeting.  Page Five, Item 8.6 Northpoint Counselling. Following the meeting the details requested were supplied and can be found at Appendix One.	<b>VW</b>
5 5.1 5.2 5.3 5.4 5.5 5.6	<b>Early Years Plan</b> In 2020-21 the Council retained £35k of the funding for three to four year olds. The money was spent on the Early Years Improvement and Engagement Programme.  The programme is about proactively engaging with Early Years PVI settings across the city, many of whom do not engage unless there is a crisis eg a Requires Improvement or Inadequate judgement from Ofsted. The programme offers free training on communications, language, literacy, maths and how to support learning in these areas. It also looks at developing relationships with leadership teams and supporting leaders to decide on their priorities for the year ahead.  A universal training programme has been offered across the city and in addition the Early Years team has provided individual settings with comprehensive support. This includes regular meetings with Early Years consultants; looking at helping settings to undertake individual self-assessments and put relevant action plans in place.  In addition to the training programme 20 PVI settings were targeted to take part in the programme. Criteria for selection included for example a previous Requires Improvement or Inadequate judgement or a high number of disadvantaged children. Of the 20, 18 have continued to engage with the programme. The number of targeted settings was set at 20 due to the capacity available and also being realistic about how to use the resource to its best effect.  The pandemic did impact on the programme but the team used the time to develop tools eg self-assessments and online training sessions. There is now a clear plan of work in place which will enable the delivery of the programme.  There are currently 40 schools (12.7%) with a Requires Improvement or Inadequate Ofsted judgement in Leeds.	

5.7	The Universal offer was also well received with 150 practitioners utilising online sessions. The feedback has been very positive.	
5.8	The Directorate is looking at learning from the pandemic and will be building on lessons learnt so that services can be delivered in the most efficient way possible. Discussions were held 11 months ago around trying to have an effective set of proposals around interventions but at the same time retain a smaller proportion of the FEEE hourly rate as possible. It is hoped to get this rate down to 17p. FEEE costs will be brought back to the February meeting.	
6	<b>De-delegation of Service 2021/22</b>	
6.1	The Authority is required to consult with all maintained schools with regard to de-delegation of services to schools. The result of the consultation is attached to the report. When the report was written 37 responses had been received, however since the deadline a further eight were received. Of the 44, 35 were primary schools, eight secondary and one a through school. The consultation report will be updated to reflect the late responses.	
6.2	The proposal is to keep the budget the same as last year (£4.573M) with a slight inflationary increase of £23k. Any underspend will, as in previous years, be redistributed to schools who contributed to the budget.	
6.4	<i>Contingency and support of schools in financial difficulty:</i> this is for unforeseen funding and capitalisation of pension costs. It is proposed that this remains the same as 2020-21 at £1.049M with £50k ring-fenced for the schools urgent improvement fund. Any underspend will be returned to schools. The consultation saw 100% of Primary schools in agreement and 88% of Secondary.	
6.5	<i>Maternity and Other Cover:</i> This also includes magistrates or reserve duties. The proposal is for a 1% increase on last year which will give a de-delegation of £2.045M and a 1.5% on per pupil rate. Results of the consultation were 100% of Primary and 88% of Secondary schools in agreement.	
6.6	<i>Suspended staff cover:</i> The proposed budget is £30k the same as last year. The consultation response was 100% Primary and 88% Secondary in favour.	
6.7	<i>Trade Union Facilities:</i> same as last year at £370k for Convenor salaries, physical facilities and other associated costs.	
6.8	<i>School Library Service - Primary schools only:</i> – It was proposed that the £285k be de-delegated. A rise of £5k on last year’s budget. Of the 36 schools consulted on this proposal 35 supported it (97%).	
6.9	<i>Free school meals eligibility:</i> This supports the admin costs of carrying out the eligibility assessment. The proposed budget is the same as last year at £165k. It is split into two per pupil rates: £1.61 per individual pupil plus £3.76 per pupil in receipt of free school meals in the last six years. The consultation response was 95% of primary and 88% of Secondary schools in favour.	
6.10	<i>SIMs licences – primary school only:</i> The total budget proposed for this year is £231k, an increase of £8k on last year. A request was made as to whether the cost can be split so that those who do not use the FMS module do not have to pay for it. It was acknowledge that this needs further review and it is hoped to assign an officer to look into SIMs licences in advance of the next renewal date. The consultation response was 89% in favour.	

6.11	<p><i>Behaviour support services:</i> To be kept at the same rate as last year, £108k. The budget is for the Inclusion Support Team which is part of the Special Educational Needs Inclusion Team (SENIT). The team undertake consultations with relevant adults (including parents), observations in the school setting, personalised intervention work, support for the development of individual behaviour plans and behaviour funding requests. It is predominantly used in primary schools and for the transition between Primary and Secondary. Following the consultation 97% of Primary and 75% of Secondary schools supported the proposal.</p>																		
6.12	<p><i>Support to underperforming ethnic minority groups and bilingual learners:</i> The proposed budget of £290k is a reduction of £10k compared to 2020/21. The reduction has been possible due to an alternative funding source. However it does not affect the service offer. The consultation saw 100% of primary and 75% of secondary schools in support of the proposal.</p>																		
6.13	<p>Results of Schools Forum Voting are as follows:</p> <table border="1" data-bbox="225 741 1358 1149"> <tr> <td>Contingency and support for schools in financial difficulty</td> <td>All in favour</td> </tr> <tr> <td>Maternity and other cover</td> <td>All in favour</td> </tr> <tr> <td>Suspended staff cover</td> <td>All in favour</td> </tr> <tr> <td>Trade Union facilities</td> <td>All in favour</td> </tr> <tr> <td>School library service</td> <td>All in favour</td> </tr> <tr> <td>Free school means eligibility</td> <td>All in favour</td> </tr> <tr> <td>SIMs licences</td> <td>5 in favour, 1 against</td> </tr> <tr> <td>Behaviour support service</td> <td>All in favour</td> </tr> <tr> <td>Support to underperforming ethnic minority groups and bilingual learners</td> <td>All in favour</td> </tr> </table>	Contingency and support for schools in financial difficulty	All in favour	Maternity and other cover	All in favour	Suspended staff cover	All in favour	Trade Union facilities	All in favour	School library service	All in favour	Free school means eligibility	All in favour	SIMs licences	5 in favour, 1 against	Behaviour support service	All in favour	Support to underperforming ethnic minority groups and bilingual learners	All in favour
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7	<p><b>School Funding Arrangements 21/22</b></p>																		
7.1	<p>In November a report was brought to Schools Forum outlining the results of the recent consultation. Receiving 49% of the votes Option One was the favoured option:  <i>A cap on gains of 3.18%. All other factors are in line with the national funding formula, including the minimum funding guarantee of 2.0%.</i></p>																		
7.2	<p>As stated at the time the figures were provisional and subject to receipt of the final allocation. This was received in December. The final Schools Block funding is now confirmed at £601.9M, an increase of £53M on last year. Of this, £24.5M relates to teachers pay and pension grant which is rolled into the funding.</p>																		
7.3	<p><u>Growth Fund</u></p>																		
7.3.1	<p>Of the Growth Fund total of £2.659M, £2.159M will be funded from the Schools Block 2021/22 allocation. The remaining £500k is funded from the 2020/21 underspend. The split of the fund is £1.002M for primary growth and £1.657M for secondary. Included in the Growth Fund is an allocation for exceptional premises funding for schools incurring rental costs. A disapplication request has been submitted to the DfE who has agreed it subject to Schools Forum approval.</p>																		
7.3.2	<p>The growth funding is based on pupil growth between the two October censuses and as a result is lagged. For next year the fund is £4.31M, down from the £5.03M received in 2020/21.</p>																		
7.3.3	<p>Pupil numbers increased by 1,153 between the 2019 and 2020 October census, this is a lower increase than the previous year and consequently funding is also lower. The overall funding</p>																		

	<p>requirement for growth in Leeds has increased for 2021/22 due to an increase in the need for secondary school places. The growth funding calculation for 2021/22 is £5.464M, against the DfE allocation of £4.431M.</p>	
7.3.4	<p>The Forum is asked for approval for separate funding of £2.956M and £500k from the Schools Block. Following a review an assumption has been made that there will not be an underspend this year.</p>	
7.3.5	<p>In relation to the new presumption free schools an amount of £200 per pupil is allocated for additional resource. It is assumed that expanding schools already have the necessary resources available. New schools will be eligible for £125k leadership fund in the first year. This is in line with ESFA costs.</p>	
7.4	<p><u>Central School Services Block</u></p>	
7.4.1	<p>This relates to funding received through the DSG for local authority statutory duties in both maintained and academy schools. It brings together a number of funding resources for 2021/22 which is allocated at £5.1M for Leeds.</p>	
7.4.2	<p><i>Retained duties element of the Education Services Grant:</i> This brings together some duties funded through the previous Education Services Grant (ESG). It covers a wide variety of services eg strategy within Children and Families, finance work and educational. The funding asked for from the DSG is a contribution towards the cost of these services. In 2021/22 the cost proposed is £2.8M.</p>	
7.4.3	<p>It was noted that there is an outstanding vacancy for a Deputy Director Education. It is expected that recruitment will be progressed to fill the post in September 2021.</p>	
7.4.4	<p><i>Education welfare:</i> Focuses on exclusion of pupils and school attendance.</p>	
7.4.5	<p><i>Centrally employed teachers' pension costs:</i> The grant received for teachers' pension costs is now rolled into the Central Schools Services Block funding. It is not new funding but a new way of accounting for the monies.</p>	
7.4.6	<p><i>Historical Commitments:</i> This relates to a change in funding and the DfE making a commitment to continue to fund some services. It is not possible to increase the amount of funding but a reduction of funding can be made.</p>	
7.4.7	<p>It was confirmed that the Headteachers' Support Service will not see a reduction in funds and should there be a change in personnel in the future, the service will continue. <b>Action:</b> to check that the Headteacher support service is also available to Secondary Heads.</p>	LH
7.4.8	<p>The allocation of £30k remains the same for the Carbon Reduction Officer. This is not one person but it does provide a contribution to the team who undertake the work. The amount is reviewed periodical and was reduced a number of years ago from the initial amount of £50k.</p>	
7.4.9	<p>It is proposed to fund the Admission Service again. There will be a slight increase to take account of the pay award which was not budgeted for in 2020/21.</p>	
7.4.10	<p>Services of Schools Forum to be voted on in terms of inflationary increase on the year. The amount proposed is in line with other local authorities.</p>	
7.4.11	<p>ESFA purchase licences for schools and they are charged to this block of funding. We have no influence over this and as a result it is not subject to voting.</p>	

7.4.12	High Needs Block: more details will be brought to the February meeting. The allocation has been confirmed and work is currently taking place on what this means in terms of demands and future pressures.																							
7.4.13	Officers were thanked for all the work they had done in pulling together the reports. Schools Forum was also thanked for the continued support.																							
7.4.14	<p>Results of the voting are as follows:</p> <table border="1" data-bbox="226 510 1364 1120"> <tr> <td data-bbox="226 510 933 611">Schools block funding formula: <i>vote required to continue to include exceptional premises funding for rent within the funding formula as per the disapplication request to the DFE</i></td> <td data-bbox="933 510 1364 611">All in favour</td> </tr> <tr> <td data-bbox="226 611 933 651">Growth Fund: <i>vote to agree the total growth fund of £2,659k</i></td> <td data-bbox="933 611 1364 651">All in favour</td> </tr> <tr> <td data-bbox="226 651 933 719">Growth Fund Criteria: <i>vote to agree the overall growth fund criteria</i></td> <td data-bbox="933 651 1364 719">All in favour</td> </tr> <tr> <td data-bbox="226 719 933 792">Former Education Services Grant retained duties £2,323,840</td> <td data-bbox="933 719 1364 792">All in favour</td> </tr> <tr> <td data-bbox="226 792 933 833">Central employer teacher pension costs £216.070</td> <td data-bbox="933 792 1364 833">All in favour</td> </tr> <tr> <td data-bbox="226 833 933 869">Prudential Borrowing £515,000</td> <td data-bbox="933 833 1364 869">All in favour</td> </tr> <tr> <td data-bbox="226 869 933 904">Headteacher Support Service £54,410</td> <td data-bbox="933 869 1364 904">All in favour</td> </tr> <tr> <td data-bbox="226 904 933 940">School Support Staff training £19,000</td> <td data-bbox="933 904 1364 940">22 in favour, 1 abstention</td> </tr> <tr> <td data-bbox="226 940 933 1014">Carbon Reduction Officer £30,000</td> <td data-bbox="933 940 1364 1014">19 in favour, 2 abstentions, 2 not in favour</td> </tr> <tr> <td data-bbox="226 1014 933 1050">Admissions Service £1,390,760</td> <td data-bbox="933 1014 1364 1050">All in favour</td> </tr> <tr> <td data-bbox="226 1050 933 1086">Schools Forum £31,140</td> <td data-bbox="933 1050 1364 1086">All in favour</td> </tr> </table>	Schools block funding formula: <i>vote required to continue to include exceptional premises funding for rent within the funding formula as per the disapplication request to the DFE</i>	All in favour	Growth Fund: <i>vote to agree the total growth fund of £2,659k</i>	All in favour	Growth Fund Criteria: <i>vote to agree the overall growth fund criteria</i>	All in favour	Former Education Services Grant retained duties £2,323,840	All in favour	Central employer teacher pension costs £216.070	All in favour	Prudential Borrowing £515,000	All in favour	Headteacher Support Service £54,410	All in favour	School Support Staff training £19,000	22 in favour, 1 abstention	Carbon Reduction Officer £30,000	19 in favour, 2 abstentions, 2 not in favour	Admissions Service £1,390,760	All in favour	Schools Forum £31,140	All in favour	
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8	<p><b>Any Other Business</b> None</p>																							
9	<p><b>MEETING DATES FOR 2020-21 AND FORWARD PLAN</b> All meetings will take commence at 1630 until 1830 Thursday 25 February 2021 - FFI and exceptions</p>																							

### Northpoint Counselling Data

Quarter 4 data has not been submitted at present but over a three quarter period the data is as follows:

#### For the period April 2020 – December 2020:

- 3,636 service hours were delivered to Parents/ Carers (pre-birth to 5 years)
- 1,093 clients accessed the service during this period
- Of these clients, there were 44 children under 5 years within the family who were subject to a Child protection plan
- On average, there are appx 50 clients on the waiting list during each quarter

#### Impact as measured by the CORE IMS

	Quarter One	Quarter Two	Quarter Three
Clients reporting improved confidence as a result of accessing the service	87%	91%	94%
Clients reporting that the service had helped met their needs	98%	100%	91%
Clients recommending the service	99%	100%	100%
Clients reporting that their children had benefited	96%	100%	98%