

Leeds Schools Forum

Microsoft Teams Meeting
 Tuesday 18 January 2022 at 16:30

Membership (Apologies in Italics)	
GOVERNORS	HEADTEACHERS
Primary (6 seats)	Primary (6 seats)
Sue Tuck David Kagai <i>John Garvani</i> Jatinder Ubhi Andrew Neal	Ireland Wood St Nicholas <i>Broadgate</i> Swarcliffe Primary Adel St John's Primary
	John Hutchinson <i>Helen Stott</i> Peter Harris Julie Harkness <i>Emma Wraight</i>
	St Theresa's Catholic Primary <i>Allerton C of E Primary</i> Farsley Farfield Primary Carr Manor Community School <i>Fieldhead Carr Primary</i>
Secondary (2 seats)	Secondary (2 seats)
<i>Barbara Trayer</i> David Webster	<i>Allerton Grange</i> Pudsey Grammar
	Delia Martin Benton Park
Special (1 seat)	Special (1 seat)
Russell Trigg	East SILC, John Jamieson
	Diane Reynard East SILC
Non School	Academies – Mainstream (10 seats)
<i>Angela Hynes</i> <i>Helen Gration</i> Patrick Murphy Louise Turner <i>Dan Cohen</i> Peter McQuillen-Strong	<i>PVI Providers</i> <i>PVI Providers</i> Schools JCC 16-19 Providers <i>Jewish Faith Schools</i> Catholic Diocese
	David Gurney Neil Miley John Thorne Joe Barton Rob Dixon Gavin Hosford Rachel Colbourn Sarah Talbot Maria Williams
	Cockburn School Dixons Academy St Mary's Academy Menston Woodkirk Academy Cockburn School Green Meadow Bramhope Primary East Ardsley Brigshaw High
Officers:	
Tim Pouncey, Chief Officer Strategy & Resources	Academy – Special School (1 seat)
Louise Hornsey, Head of Service, Finance	Mary Ruggles Springwell Leeds North
Shaheen Myers, Deputy Director Learning	
Lucie McAulay, Head of Service, Finance	
Val Waite, Head of Learning Inclusion	Academy – Alternative Provision (1 Seat)
Shirley Maidens, Finance	Vacancy
Elizabeth Jackson	
Rebecca McCormack, Lead for Admissions & Family Information	Jonathan Renton
Michael Cole	Louise Hornsey, Head of Finance
Richard des Forges	Barbara Dostalov
Claire Swift	Lawrence Clark
Liz Honeyman	

Item	Title	Actions
1.0	<p>Introductions and Apologies The Chair welcomed everyone to the meeting. Apologies were noted and introductions made.</p>	
2.0 2.1	<p>Schools Forum Membership One vacancy remaining in the following areas: Primary Heads Primary Governors Secondary Heads</p> <p>All four academy vacancies were filled. Gavin Hosford Green Meadow Rachel Colbourn Bramhope Primary Sarah Talbot East Ardsley Maria Williams Brigshaw High However since then there has been a resignation. Dave Gurney is currently canvassing for a replacement.</p> <p>Peter McQuillen Strong has joined the Forum and represents the Catholic Diocese.</p> <p>Despite numerous attempts there remains a vacancy for an alternative academy representative.</p>	
3.0 3.1	<p>Minutes of Previous Meeting The minutes of the previous meeting were agreed</p>	
4.0 4.1 4.2 4.3	<p>Matters Arising</p> <p><i>Page Two, item 4.4 0 SIMs Update:</i> This is no longer a de-delegated service. The IDS Service will make contact with schools enquiring whether they intend to stay with ESS Sims from April. A decision must be made by schools 31 March.</p> <p><i>Page Two, Item five – DSG Management Plan:</i> It was confirmed that every opportunity is taken to raise with the DfE the problems experienced by being capped. The DfE does acknowledge the difficulties of the cap but points out that there is a finite amount of funding available. It is understood that at some point in the future there will be consultation on longer term changes to the funding formula. The baseline for the cap was set in 2017 and this was used as a starting point for what the local authority was spending at the time. If the grant was removed immediately and the national funding formula was implemented, it would be a big loss and difficult for local authorities to manage.</p> <p><i>Page Three, Item 5.8 – DSG Management Plan, EHCPs:</i> The number of EHCPs is going up dramatically in Leeds but the numbers are still lower than statistical neighbours, core cities and England. Leeds has seen a 105% increase in requests from 2016 to 2021. December 2021 saw 5023 requests received, double the number received in 2016. In Leeds 37% of children with EHCPs are placed in special schools versus 35.7% nationally. Twenty eight percent are in mainstream And 25% in post-16 provision. Looking at the overall picture based on population numbers Leeds has 2.4% of nursery aged children on EHCPs whilst nationally the figure is 3.7%. It is believed this is due to the Funding For Inclusion (FFI) Scheme. A total of 6,528 children receive FFI. Leeds has a higher number of children with EHCPs in the older age group, with children of nursery and school age receiving FFI.</p>	

<p>5.0</p> <p>5.1</p> <p>5.2</p>	<p>Schools Surplus Balance Proposal: Update</p> <p>The proposed revision to the Leeds Scheme for Financing Schools was raised at the previous Forum meeting. The proposal put forward was that in the event of a directed academy conversion any surplus balance over 8% will be retained by the local authority. Members of the Forum challenged the proposal on the basis that it was contrary to the ESFA Guidance of March 2018. After consulting the guidance it was found that the amendment suggested was a valid one. Section five of the guidance states:</p> <p><i>5 Sponsored academies with a surplus balance on conversion</i></p> <p><i>5.1 Where a school is to open as a sponsored academy, there are two possible routes to closure of the maintained school:</i></p> <p><i>the route where the governing body or Interim Executive Board (IEB) applies for an AO; and the route where the SoS issues an AO in respect of a school eligible for intervention. There will be a difference in the treatment of surplus balances on conversion, depending on the route taken:</i></p> <ul style="list-style-type: none"> <i>• where the SoS issues an AO following an application from the maintained school's governing body or IEB, the law requires that the surplus will transfer to the AT;</i> <i>• under the other route, the surplus remains with the LA (though the surplus can be transferred to the AT and, in practice, some LAs have agreed to this)</i> <p>All those eligible to vote agreed the change to the scheme.</p>	
<p>6.0</p> <p>6.1</p> <p>6.2</p> <p>6.2.1</p> <p>6.3</p> <p>6.3.1</p> <p>6.3.2</p> <p>6.4</p> <p>6.4.1</p> <p>6.4.2</p>	<p>School Funding Arrangement 2022-2023</p> <p>The report details proposals for the Schools Block, High Needs Block and Central School Services. An update on the Early Years Block will be provided at the February meeting. The Growth Fund is also included in the report.</p> <p><u>Schools Block</u></p> <p>The results of the consultation revealed a preference for option one – 53%. The funding for 2022-23 has now been confirmed by the ESFA at £625.5m, an increase of £23.6m on 2021-22. The Forum also agreed a 0.5% (£3.127m) transfer to the High Needs Block and a proposed Growth Fund of £1.91m. As a result £620.67m remains for allocation to mainstream schools. The minimum funding guarantee stays at 2% and the cap on gains has been set at 4.98%. Individual revised school allocations are displayed in the appendix to the report.</p> <p><u>Growth Fund</u></p> <p>Funding for growth is allocated as part of the Schools Block for new schools that are still expanding. The amount awarded is based on the October census so does not always match the actual numbers. For 2022-23 there is a slight increase to £4.56m.</p> <p>Schools Forum is asked to approve the criteria set out at 1.2.12 in the report. It is proposed to retain the same amount as last year with the exception of leadership costs for new presumption free schools and also to extend the criteria for leadership costs to the first four years of opening; this would be on a sliding scale.</p> <p><u>Central Schools Services Block</u></p> <p>This Block funds the local authority for statutory duties held on behalf of maintained schools and academies. The funding for 2022-23 is £5.138m, a reduction of £18k.</p> <p>Schools Forum is required to approve each line of the funding within the Block.</p>	

6.4.3	<p><i>Retained duties element of the Education Services Grant:</i> This relates to costs encountered by the Council for carrying out central functions on behalf of maintained schools and academies eg educational welfare. The Block can provide a contribution towards these functions and for 2022-23 an amount of £2.287m is proposed.</p>						
6.4.4	<p><i>Centrally employed teachers' pension costs:</i> This remains unchanged at £216k and relates to additional pension costs.</p>						
6.4.5	<p><i>Historic commitments:</i> The amounts requested for 2022/23 are below are:</p> <table data-bbox="209 488 711 584"> <tr> <td>Prudential borrowing</td> <td>£515,000</td> </tr> <tr> <td>Headteacher Support Service</td> <td>£54,410</td> </tr> <tr> <td>School support staff training</td> <td>£19,000</td> </tr> </table>	Prudential borrowing	£515,000	Headteacher Support Service	£54,410	School support staff training	£19,000
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6.4.6	<p>Funding for the Carbon Reduction Officer is no longer requested. However schools can still access the service.</p>						
6.4.7	<p>Information about the work done by the school support staff training team will be brought to a future meeting. It will also include the offer and who has taken it up.</p>						
6.4.8	<p><i>Ongoing Central Function: Admissions Service :</i> a proposed increase in 22-23 from £1,390,760 to £1,410,310. This will cover the additional pay award and inflationary pressures.</p>						
6.4.9	<p><i>Servicing of Schools Forum:</i> An increase from £31k to £32k is proposed to cover unavoidable inflationary costs.</p>						
6.4.10	<p><i>Schools Licencing:</i> The ESFA purchases a single national licence for all schools; licences covered are listed in the report. There will be an increase of £27k for 2022-23.</p>						
6.5	<p><u>High Needs Block</u> The budget has yet to be finalised for 2022-23 and more details will be brought to the February meeting.</p>						
6.5.2	<p><i>Supplementary Funding:</i> Additional funding will be received in respect of the Health and Social Care Levy. This will largely cover the additional National Insurance increase due to be introduced in April 2022. The additional funding is a one-off grant and assumed within the funding formula onwards from 2023-24. The indicative amount for Leeds is £18m. The High Needs Block will receive an additional allocation of £4.1m and more details are expected to be received in the Spring.</p>						
6.5.3	<p>It was confirmed that funding for SENSAP is provided by the Authority. Regulations prohibit councils from charging costs to the DSG.</p>						
6.6	<p>The Forum approved unanimously the following:</p> <ul data-bbox="245 1697 1203 2002" style="list-style-type: none"> • All elements of the funding criteria • Growth Fund set at £1910k • CSSB budgets [Former Education Services Grant Retained Duties £2,287,430] • CSSB budgets [Centrally employed teacher pension costs £216,070] • CSSB budgets [Prudential Borrowing £515,000] • CSSB budgets [Headteacher Support Service £54,410] • CSSB budgets [School Support Staff Training £19,000] • CSSB budgets [Admissions Service £1,410,310] 						

	<ul style="list-style-type: none"> • CSSB budgets [Schools Forum £32,130] 	
7.0	De-Delegation of Services 2022-2023	
7.1	The report presents the outcome of the recent consultation with maintained primary and secondary mainstream schools. Schools Forum members representing maintained primary and secondary schools only are requested to vote on the de-delegation of funding for each of the services.	
7.2	SIMs have been removed from de-delegation and a new service has been added – school improvement.	
7.3	For 2022-23 the total amount of funding to be de-delegated is £4.98m, an increase of £412k compared to 2021-22. Responses were received from 63 schools: 54 primary, eight secondary and one through school. Last year the split was 35 primary, five secondary and one through school. The majority of responses voted in favour of the proposals for de-delegation.	
7.4	<u>Contingency and support for schools in financial difficulty</u>	
7.4.1	The budget covers exceptional unforeseen costs eg costs relating to managing staff reductions. The amount proposed for central de-delegation funding is £749k of which £50k is ringfenced for schools requiring urgent improvement funds. Based on recent trends this is a reduction of £300k. Of the votes received 58.92% were in favour.	
7.4.2	So far this year the schools in financial difficulty fund has awarded £43k. There is a further opportunity for schools to apply to the fund before the end of the year. If there is an underspend proposals will be brought to the June Forum regarding what to do with it. One option raised by the Forum was that any underspend be used to support schools covering the cost of staff absent through pregnancy. However the guidelines dictate that schools should be in deficit before applying to the fund. Action: look into what can be put in place with any surplus and bring back to the June Forum	U
7.5	<u>Maternity and Other Cover</u> Proposing a budget of £2,476k for 2022-23, an increase of £431k on 2021-22. The increase on the total de-delegated funding is due to a rise in maternity leave. Of the schools who voted 98% were in favour. A question was asked whether this covered shared adoption and parental leave. Action: look into whether shared adoption and parental leave is covered	U
7.6	<u>Suspended Staff Cover</u> The total proposed budget for 2022-23 is £100k, a £70k increase on 2021-22 and based on recent trends. Fifty-nine percent of responses supported the proposal.	
7.7	<u>Trade Union Facilities</u> The proposed budget for 2022-23 is the same as 2021-22 and remains at £370k. Of the responses received 98% were in favour	
7.8	<u>School Library Service– primary schools only</u> The proposed budget of £291.1k is based on forecast pupil data and is an increase of £6.1k. Fifty-five responses were received and 50 schools were in favour. This equates to 50 91%.	

7.9	<p><u>Free School Meals Eligibility</u></p> <p>The budget provides administration costs to carry out eligibility assessments. The total budget proposed is the same as last year at £165k. Sixty-three responses were received, 62 of which were in favour – 98%.</p>																			
7.10	<p><u>Behaviour Support Services</u></p> <p>The budget proposed will be the same as last year at £108k. It is for the Inclusion Support Team which is under the remit of SENIT. Fifty-seven responses (91%) were in favour</p>																			
7.11	<p><u>Support to underperforming ethnic minority groups and bilingual learners</u></p> <p>The budget remains the same as last year at £290k. Of the schools who responded 54 (86%) were in favour.</p>																			
7.12	<p><u>School Improvement</u></p> <p>This is a new budget and is as a result of the DfEs consultation to reduce the School Improvement and Brokerage Grant in 2022-23 and remove it completely in 2023-24. The amount proposed for 2022-23 is £435k, an amount per pupil of £6.87 and takes into account the reduction of monies received from the DfE. Regulations are being amended to allow local authorities to de-delegate this service. Fifty-seven schools (91%) voted in favour of the proposal.</p>																			
7.13	<p>Part of the fund will cover the Headteacher support service. This is a historic function that the DfE want to reduce and the intention is to make sure that beyond 2022-23 the service is included in money de-delegated as part of school improvement. Currently SILCs are not included in the de-delegated budget but it was agreed that this could be looked into for next year. Confirmation was given that the Headteachers support service would remain independent.</p>																			
7.14	<p>Those eligible to vote for the de-delegation of services voted as follows:</p> <table data-bbox="209 1227 1380 1570"> <tr> <td>Contingency and support for schools in financial difficulty</td> <td>100%</td> </tr> <tr> <td>Maternity and other cover</td> <td>100%</td> </tr> <tr> <td>Suspended staff cover</td> <td>100%</td> </tr> <tr> <td>Trade Union facilities</td> <td>87.5%</td> </tr> <tr> <td>Free School Meals eligibility</td> <td>100%</td> </tr> <tr> <td>Behaviour Support Service</td> <td>100%</td> </tr> <tr> <td>Support to underperforming ethnic minority groups and bilingual learners</td> <td>100%</td> </tr> <tr> <td>School Improvement</td> <td>100%</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	100%	Suspended staff cover	100%	Trade Union facilities	87.5%	Free School Meals eligibility	100%	Behaviour Support Service	100%	Support to underperforming ethnic minority groups and bilingual learners	100%	School Improvement	100%	School Library Service (PRIMARY ONLY)	100%	
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8.0	<p>Any Other Business</p> <p>There was no other business.</p>																			
9.0	<p>Meeting Dates for 2021-22 and Forward Plan</p> <p>Thursday 17 February 2022</p>																			