

**Schools Forum Minutes
18 January 2017**

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BRENT SCHOOLS FORUM

**Minutes of the Schools Forum held on
Wednesday 18th January 2017 at Queens Park Community School**

Attended by Members of the Forum:**Governors:**

Martin Beard (MB)
Helga Gladbaum (HG)
Mike Heiser (MH) - Chair
Titilola McDowell (TM)

Head Teachers:

Rose Ashton (RA)
Lesley Benson (LB)
Martine Clark (MC)
Rachel Kitley (RK)
Melissa Loosemore (ML)
Gerard McKenna (GM)
Andy Prindiville (AP)
Troy Sharp (TS)

PRU:

Vivien Dean (VD)

PVI Sector:

Paul Russell (PR)

Trade Unions:

Lesley Gouldbourne (LG)

14-19 Partnership:**Lead Member (C&YP):****Officers:**

Gail Tolley (GT)
Brian Grady (BG)
Andrew Ward (AW)
John Holden (JH)
Devbai Patel (DP)
David Veale (DV) for Item 4
Sue Gates (SG) for item 5
Sasi Srinivasan (SS) for item 5

Others:

ITEM DISCUSSION

i. Introductions

The Forum commenced at 6.10pm, there being a delay in order to ensure Forum was quorate.

ii. Apologies

Kay Charles (KC)
 Rabbi Yitzchak Freeman (YF)
 Jo Jhally
 Sue Knowler (SK)
 Desi Lodge Patch (DLP)
 Narinder Nathan (NN)
 Umesh Raichada (UR)
 Cllr Wilhelmina Mitchell Murray

iii. Absence

Herman Martyn

iv Membership

DP reported that there are four vacancies. There are potential members for the two Early Years Vacancies. Officers are continuing to seek nominations to fill the vacancies for a maintained Secondary head teacher and a 14-19 Partnership representative.

1 Declarations of Interests

1.1 None.

2 Minutes of the meeting held on 7th December 20016 and Matters Arising

2.1 MH asked that the voting results were recorded consistently in the minutes.

2.2 The above request was noted for the future and the minutes were approved as an accurate record.

3.0 Action Log and Matters Arising

3.1 AW confirmed that the two nursery schools' Additionally Resourced Provision (ARP) units are funded from the High Needs Block.

3.2 An email approval was received to de-delegate funds from the maintained secondary school representative for the following delegations:

- Free School Meals Eligibility Assessment
- Maternity, Licenses & Trade Union Facilities Funding
- Schools Causing Concerns Budget

3.3 A circular detailing Trade Union Support to staff and how the de-delegated funding helps pupil outcomes was circulated to all members.

4.0 Apprenticeship Levy

This item was for consultation

4.1 This was an additional item added to the agenda at the request of the Chair.

4.2 DV introduced himself and provided a verbal update on the Apprenticeship Levy. He said that he will be writing to head teachers and chairs of governors informing them of the scheme and indicating the impact of this to their school's budget. Any employer that has a salary bill of more than £3m will be required to pay an apprenticeship levy of 0.05% of their salary bill. It will affect maintained schools and Pupil Referral Units where staff are deemed to be under the employ of the local authority. Voluntary aided school staff are not deemed to be part of the local authority. Non-maintained schools, voluntary aided schools, academy trusts, and free schools will be responsible for paying their own apprenticeship levy directly if their salary bill is over £3m.

4.3 From May 2017 those institutions that pay the apprenticeship levy will be able to benefit from the scheme via a digital training account by drawing down vouchers. These vouchers can be used for funding training and assessments but not for salaries. There is no age limit and they can also be used for upskilling and retraining. There are other criteria which need to be applied in redeeming the vouchers.

4.4 There are only a very few schools that are with Brent payroll so this creates an immediate problem but officers will work to identify a practical and workable system.

4.5 HG said the proposals were unfair and asked if there was a way of getting this changed or was it set in stone. DV said that every response to the consultation disagreed to the proposed system but the DfE has directed that it must be introduced in this way. TS asked if the academy trusts pay for individual schools represented by them. DV said that as far as he understood it could not be amalgamated. GT said that the briefing note gave minimal information on the financial burden on multi academy trusts. She will be raising the Levy at her termly meetings with both head teachers and Chairs of Governing Boards.

- 4.6 LB asked how it will be paid i.e. if the council will invoice schools. DV said this was still to be decided. A best method will be worked out that is beneficial and advantageous to schools but advised schools to set aside a budget for Apprenticeship Levy in the meantime. DV thanked MH for accommodating this item.

5.0 Early Years Funding Update

This item was for consultation

- 5.1 SG presented this report. The report was brought to the Forum as requested. The formula has been presented as requested by the Task and Finish Group. She referred to paragraph 4.3 which detailed the allocations for the next three years.
- 5.2 The final rates depend upon a decision to be made by the DfE, however the deprivation allocation will total 10% of the formula, and the base hourly rate for 3 and 4 year olds will be at least £4.96 compared to the £3.73 currently allocated. These hourly rates and budgets are based on 2016-17 data. The centrally retained allocation will be 7% in 2017-18 and 5% the following year. It was proposed and agreed at the Task and Finish Group to retain the 2% difference as contingency in the first year.
- 5.3 At the last Forum it was agreed to apply for disapplication to continue to fund full time places to those children on free school meals in certain settings. This was submitted and the DfE requested further information which has been provided. A decision is awaited. The Task and Finish Group agreed to revisit this element of funding for 2018-19.
- 5.4 The supplementary allocation of £836k to four nursery schools is to be divided using a formula which is yet to be agreed.
- 5.5 The base rate for 2 year olds is to be kept at £6 per hour. This creates a funding pressure of £49k. This is manageable from DSG reserves in 2017-18 but will be a potential problem in 2018-19 depending on changes to participation numbers.
- 5.6 HG asked how the future centrally retained funding gap of approximately £300K was to be met. SG replied that all data used for calculation is based on 2016-17 and therefore the actual funding gap was not known. The funding allocations may need to be adjusted in future years as required. GT reiterated that there is no additional funding so the service offer will need to be reduced.
- 5.7 PR said that at the last Forum members were unclear on deciding whether or not to continue funding 30 hours to those children eligible for free school meals. If the LA had presented the recommendation more effectively, members may have decided differently. LB said the

Task and Finish Group had a full discussion on this and it will be reviewed for 2018-19. She said the nursery schools will lose out more with the apprenticeship levy.

5.8 MH invited members to vote on the following recommendation:

The Schools Forum is asked to adopt the recommendation of the Task and Finish Group for the Early Years funding formula.

Favour – 11
Against – 0
Abstentions – 4

6.0 School Budgets 2017-18

This item was for consultation.

- 6.1 AW presented this report. The Dedicated Schools Grant (DSG) was announced on 20th December 2016. An indicative allocation was made for Early Years which will be self-contained. The schools block is £221m and High Needs block is £53.6m with an increase of around £1m for pupil growth.
- 6.2 The funding to schools is increased from 2016-17 by £2.58m. This increase is partly being funded from the reduction in the growth funding of £1m and the rest from growth in overall pupil numbers. The increase has been applied proportionately across all pupil funding factors. Some commentary has been provided where there are significant changes to individual school allocations but most changes are due to a change in pupil numbers. Some schools continue to remain in the MFG, which ensures that they do not lose more than 1.5% of allocation per pupil compared to the previous year. The IDACI has been reset using new bandings.
- 6.3 Appendix 2 provided details of centrally retained funding. With the exception of Growth Funding, the rest remain unchanged. The budget for High Needs will be presented to February Forum and schools will be notified of their allocations by the end of February following DfE and Cabinet approval. The submission of the funding to DfE was due on 20th January 2017.
- 6.4 LB asked if there was going to be a discussion of High Needs funding. The Task and Finish Group for High Needs has not yet met. She said the High Needs units' funding needs to be discussed first before bringing to Schools Forum.
- 6.5 BG said that he was conscious of time and agreed that officers will endeavour to set up a meeting as soon as possible. BG asked LB to set out a list of matters that require discussion and email to officers.

- 6.6 RK asked if there will be a discussion on split site funding. AW confirmed that there will be no change to this factor in 2017-18.
- 6.7 GM said that Alpertons School is expanding from 207 to 220 from September 2017 and asked how the expansion would be funded. AW said that where appropriate growth funding would be awarded as set out by the growth criteria.
- 6.8 GM asked if someone could attend the Brent secondary school headteachers meeting and explain IDACI. AW agreed to attend. GM asked if comparison could be made between authorities to show where Brent stands. AW thought it was unlikely that this data was available but will do so if it was available.
- 6.9 AW reported that the other factors that could change in the pupil data are EAL and low attainment but the larger factor is IDACI.
- 6.10 AW reported that the Task and Finish Group met to discuss the response to the second stage of consultation. They went through the consultation in detail and wanted clarity on how the area cost adjustment is calculated. Funding may be reduced for Brent due to the way this is calculated.
- 6.11 MH asked if an update would be brought to the next Forum. AW stated that the Task and Finish Group will not have met again by then. It was requested that the response was circulated to Forum members. It was also agreed that individual schools should respond. This was a good time for schools to have discussions as they would be having meetings around now with governors. LG agreed and said that it was important to have individual responses rather than a group response. The DfE considers the number of responses rather than who responds.
- 6.12 At the Task and Finish Group it was agreed that this would be added as an item to the Chair of Governors meeting agenda in the same way as the first consultation. It was suggested that even if schools did not respond to all the questions, they could just say that Brent is an inner London borough, and should be funded as such.
- 6.13 GT said that this was added to her meeting with the Vice Chairs and Chairs of Governors last time where Cate Duffy did a presentation. She is planning to do the same and will also raise it at the next termly meeting with Head teachers to encourage individual schools to respond. The closing date for consultation is 22nd March so there is sufficient time. She will emphasise the importance of responding to the consultation. An article will be placed in the Headteachers' Bulletin.
- 6.14 AP said that LG's point was important. It's important to respond just to target some relevant points. LB asked if LA and London Councils'

response will be circulated. AW said if received and publicised early a link will be sent to members. It was requested if some key points were circulated on a single sheet of paper.

6.15 The recommendation was:

The Schools Forum is asked to confirm the schools block funding and centrally retained budgets for 2017/18 recommending them to the Council.

The recommendation was approved.

7.0 Budget Proposals 2017-18 and 2018-19

This item was for consultation.

- 7.1 AW presented this item. The report was brought to Schools Forum as part of the general budget consultation. A saving of £4.4m is required in 2017-18 to balance the budget. These are not directly affecting services within Children and Young People's department.
- 7.2 MH asked members if they wanted to respond. LB said there are things being charged for now which weren't before and that there were posts vacant which had not been filled. AP said if others respond and Schools Forum doesn't, there could be an impact for remaining silent but if responded to they may leave things as they are. It was agreed that the Forum regretted that difficult decisions were being made but welcomed the relative stability the proposals gave to the Children and Young People Department.
- 7.3 AW said that Local Government officers' pension is increasing to 32.5% in 2017-18 and continue to rise to 35% by 2019-20. This will be notified to school business managers and bursars at their meeting on 19th January. Officers will be writing to schools and academies.

8. AOB

8.1 None

The Forum ended at 19:15.

ACTION LOG

Item No.	Action	Due	Owner
1	Wembley Learning Zone - To provide a breakdown of expenditure of the £88k allocation for 2016-17 and details of other income generated especially charitable. To list criteria for the free 6 week multi-sport programme and confirm the 10 Brent schools who participated.	Feb 17	Anna Selwyn
2	BG said he would take an action away to see how school held intelligence on demand for school places and demographic projections could be better shared.	Feb 17	BG
3	To set out a list of matters that are required for discussion at the High Needs Task and Finish Group.	Feb 17	LB
4	What growth allocations will be to secondary schools for expanding?	Feb 17	AW
5	To check if IDACI data was available for other boroughs and if so to compare where Brent fits in for each band.	Feb 17	AW

Completed Actions

1	Which block are the two nursery school ARP units funded from?	Jan 17	AW
2	Obtain an e-mail response on the following from the maintained secondary Head teacher. <ul style="list-style-type: none"> De-delegation, Free School Meals Eligibility Assessment De-delegation, Maternity, Licenses & Trade Union Facilities Funding De-delegation, Schools Causing Concerns Budget 	Jan 17	AW
3	Details of Trade Union Support to staff and how the funding helps pupils outcomes.	With Jan 17 Minutes	LG