

**BRENT SCHOOLS FORUM**

**Minutes of the Schools Forum held on  
Wednesday 8<sup>th</sup> February 2017 at Queens Park Community School**

**Attended by Members of the Forum:**

**Governors:** Martin Beard (MB)  
Mike Heiser (MH) - Chair  
Sue Knowler (SK)

**Head Teachers:** Lesley Benson (LB)  
Martine Clark (MC)  
Gerard McKenna (GM)  
Andy Prindiville (AP)  
Desi Lodge Patch (DLP)

**PRU:** Vivien Dean (VD)

**PVI Sector:**

**Trade Unions:** Lesley Gouldbourne (LG)

**14-19 Partnership:**

**Lead Member (C&YP):**

**Officers:** Brian Grady (BG)  
Andrew Ward (AD)  
Devbai Patel (DP)  
Anna Selwyn (AS)

**Others:**

## ITEM DISCUSSION

### i. Introductions

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

### ii. Apologies

Rose Ashton  
 Kay Charles  
 Rabbi Yitzchak Freeman  
 Helga Gladbaum  
 Rachel Kitley  
 Melissa Loosemore  
 Herman Martyn  
 Titilola McDowell  
 Narinder Nathan  
 Umesh Raichada  
 Paul Russell  
 Troy Sharp  
 Karen Zajdel  
 Gail Tolley

### iii. Absence

Jo Jhally  
 Cllr Mili Patel

### iv Membership

DP reported that a vacancy for Early Years Governor is now filled. There are still three vacancies. Officers are continuing to seek nominations to fill vacancies for a Maintained Secondary Head teacher, PVI sector representative and a 14-19 Partnership representative.

## 1 Declarations of Interests

1.1 None.

## 2 Minutes of the meeting held on 18<sup>th</sup> January 2017 and Matters Arising

2.1 There were no amendments to the minutes and they were approved as an accurate record.

## 3.0 Action Log and Matters Arising

- 3.1 Wembley Learning Zone - AS attended for this item and reported that the income for the Wembley Learning Zone is generated as follows:

DSG	£88,000
Venue Hire	£5,052
School Bookings	£19,710
FA Project	£1,966
<b>Total</b>	<b>£114,728</b>

The project was accessible to 16 Brent Schools with a total of 103 sessions and 22 non-Brent schools with 75 sessions. In addition 73 organisations hired the venue for other events. The venue and programmes are advertised through SENCO forums, newsletters to schools and Best Brent. The criteria for selecting schools is geographical proximity on a first come first served basis. Wembley Learning Zone is not allowed to achieve a charitable status. GM said it would be good to get data on a spreadsheet showing the three years trend.

- 3.2 BG provided an update on sharing intelligence on demand for school places and demographic projection. He proposed a six monthly update at Schools Forum in line with the publication of updated data by the Greater London Authority. BG said he would add dates for the reports to the School Forum forward plan.
- 3.3 LB had listed and emailed the issues that needed to be discussed for the first High Needs Task and Finish Group which took place on 1<sup>st</sup> February 2017.
- 3.4 The growth funding allocations to secondary schools were not available but will be emailed.
- 3.5 IDACI data for other boroughs on a school by school basis was not available.
- 3.6 LB said that the supplementary allocations for four nursery schools were agreed in principle but will need to work with AW on how it should be allocated to individual nursey schools.
- 3.7 AW attended the Brent Association of Secondary Heads (BrASH) meeting and informed them that the Local Government Pension Scheme employers contribution is going up to 35% by 2019-20. Head teachers wanted to know what the rationale behind this was to increase the pension to this level and Brent's LGPS employers contribution is so high in comparison to Harrow which is 24%. AW said he does not have this information and would need to ask his corporate colleagues for details.

- 3.8 There was no further update on the Apprenticeship Levy. Schools will be notified through the next issue of bulletins.

## 4.0 DSG Budget 2017-18

*This item was for consultation*

- 4.1 AW presented this report. The report provides details on High Needs, Schools and Central Block funding. It does not include Early Years as this was agreed at January 2017 Forum. The High Needs and Schools Blocks cross subsidise as there is currently flexibility to be able to do so. In 2018-19 there will be a creation of a central block. AW referred to Appendix 1 which was presented to the High Needs Task and Finish Group.
- 4.2 There is currently £938k unallocated which is due to growth. A separate High Needs consultation is currently out running in parallel to the Schools consultation. The Children in Need (CIN) and Children with Disabilities (CWD) budgets were previously funded from the Early Years block and have now moved to High Needs block. With the exception of Early Years, the appendix summarised the DSG position.
- 4.3 LB said that CIN and CWD were discussed at the High Needs Task and Finish Group. The change in 30 hours for working families from September 2017 needs a policy in place. BG said that this should be discussed and proposals brought forward by the next Task and Finish Group. MH agreed and said that update reports should be brought back to Schools Forum.
- 4.4 DLP said that apart from Band 6 funding other Special Schools bandings have not increased since 2010. MH said a review of bandings is required and it was agreed this would be undertaken through the High Needs block group. GM asked if there is a criteria to access funds for statutory duties i.e. home education. Officers will take this question away and provide Schools Forum members a response at the next meetings.
- 4.5 LB said in addition, 19-25 year olds High Needs funding needs reviewing and there are issues with the NHS not funding some services, adding pressure on special schools funding. It was agreed these issues would be taken up by the High Needs block group.
- 4.6 SK asked what Brent is doing to reduce children out of borough places. She wanted to know if this was getting better or worse. AW said that this can be brought to Autumn Forum.
- 4.7 The Schools Forum was asked to recommend the budget to the Council and **this was voted unanimously.**

## **5.0 Updated Scheme for Financing Schools and Schools Financial Regulations**

*This item was for consultation and information.*

5.1 This was brought to Schools Forum due to a change in the process for VAT claims by schools. VAT has been claimed quarterly but the HMRC's regulations require VAT to be claimed monthly. This needs to be correctly reflected in the Scheme for Financing Schools and Schools Financial Regulations. The School Business Managers have been notified at their meeting in January. This could not be changed on SIMS part way in the year and the schools have been asked to amend on their system from the new financial year. The returns for January improved significantly to 100% whereas previously it has been around 50%. Some challenges were identified over returns to be submitted over summer and Easter holidays. AP said academies had to change to monthly and it's been very helpful and beneficial in terms of cash flow. LB asked that a reminder was included in the year end guidelines. LG asked if this changes auditing process and it was confirmed that this does not.

5.2 Maintained school members were asked to vote on the following recommendation to the Scheme for Financing Schools:

5.3 The Schools Forum is requested to approve the amendments to VAT reclaim cycle to the Scheme for Financing Schools 2017-18. **This was voted for unanimously.**

5.4 The Schools Forum is being formally consulted on the amendments to VAT reclaim cycle to the Brent Schools Financing Schools 2017-18. **This was noted.**

## **6.0 Schools Forum Membership**

*This item was for consultation*

6.1 DP reported that an update on the Schools Forum membership is brought to the Forum as agreed previously following the December pupil data release. There is an overall increase in Brent pupil population of 441 pupils but this does not change the current membership. It was therefore noted that schools membership is represented proportionately and no changes were required in 2017-18.

## **7.0 National Funding Consultation**

7.1 AW reported two current consultations, one on High Needs funding and the other one on mainstream schools funding formula. There are nine questions within the High Needs consultation. The DfE does recognise that the way the formula is devised, will decrease High Needs funding to some local authorities and so to prevent this

funding some protections are proposed. The Task and Finish Group will formulate a response.

- 7.2 With the mainstream schools all primary and around half of secondary schools will lose funding. The DfE have taken into account that Brent teachers are paid on inner London allowance. The proposals are based on hybrid area cost adjustments but it has been difficult to get the calculations. They've used general London market for out of London but have confirmed that teaching is based for inner London.

## **8.0 Dates of 2017-18 Forums**

14 June 2017 at The Village School  
4 October 2017 at Queens Park Community School  
6 December 2017 at The Village School  
17 January 2018 at Queens Park Community School  
21 February 2018 at The Village School

## **9.0 AOB**

- 9.1 None

The Forum ended at 19:15.

## ACTION LOG

Item	Action	Due	Owner
	What allocations for growth will be given to secondary schools for expanding?	Feb/Mar 17	AW
	An update on high needs funding for children that will be funded for 30 hours from September 2017.	June 17	Sandra Bingham /AW
	An update on review of special schools banding.	June 17	Sandra Bingham
	Data on a spreadsheet showing three years trend with the details provided on Wembley Learning Zone.	Oct 17	AS
	LGPS – why Brent employers contribution is higher in comparison to other boroughs i.e. Harrow which is 24%.	Oct 17	AW
	An update on SEN children placed out of borough.	Oct 17	Sandra Bingham

### Completed Actions

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	Proposal on sharing updates on demographic projections for school place demand.	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	To check if IDACI data was available for other boroughs and if so to compare where Brent fits	Feb 17	AW

in for each band.

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|---|--|---------------------|----|
| 5 | Which block are the two nursery school ARP units funded from?  | Jan 17              | AW |
| 6 | <p>Obtain an e-mail response on the following from the maintained secondary Head teacher.</p> <ul style="list-style-type: none"> <li>• De-delegation, Free School Meals Eligibility Assessment</li> <li>• De-delegation, Maternity, Licenses &amp; Trade Union Facilities Funding</li> <li>• De-delegation, Schools Causing Concerns Budget</li> </ul> | Jan 17              | AW |
| 7 | Details of Trade Union Support to staff and how the funding helps pupils' outcomes.  | With Jan 17 Minutes | LG |