



Contact: Sangeeta Brown  
Resources Development Manager  
Direct: 020 8379 3109  
Mobile: 07956 539613  
e-mail: sangeeta.brown@enfield.gov.uk

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## SCHOOLS FORUM

Meeting to be held from **17:30** on **6 November 2017**

Venue: **Chace Community School, Churchbury Lane, Enfield, EN1 3HQ**

(NOTE: Sangeeta Brown, Resources Development Manager - 07956 539613)

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### Schools Members:

Governors: Ms Ellerby (Primary), Mrs J Leach (Special), Mrs L Sless (Primary),  
Mr T McGee (Secondary), Vacancy (Primary), Vacancy (Primary)

Headteachers: Ms H Thomas (Primary) (Chair), Ms H Ballantine (Primary), Mr D  
Bruton (Secondary), Ms M Hurst (Pupil Referral Unit), Ms H Knightley  
(Primary), Ms L Whitaker (Primary), Ms G Weir (Special),  
Vacancy (Secondary)

Academies: Ms L Dawes, Ms A Nicou, Mr Sadgrove

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### Non-Schools Members:

16 - 19 Partnership	Mr K Hintz
Early Years Provider	Ms C Gopoulos
Teachers' Committee	Mr J Jacobs
Education Professional	Ms C Seery
Head of Behaviour Support	Ms J Fear
Overview and Scrutiny Committee	Tbc

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### Observers:

Cabinet Member	Cllr A Orhan
School Business Manager	Ms A Homer
Education Funding Agency	Mr Owen

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**MEMBERS ARE INVITED TO ARRIVE AT 17:15**  
**WHEN SANDWICHES WILL BE PROVIDED**  
**ENABLING A PROMPT START AT 17:30**

## **AGENDA**

## **1. APOLOGIES FOR ABSENCE AND MEMBERSHIP**

To note:

- a) Apologies from ;
- b) Reported that:
  - for the secondary Head Teacher vacancy from the Secondary Head Teachers Conference;
  - for the two primary governor vacancies from the Member Governor Forum.

## **2. DECLARATION OF INTEREST**

Members are invited to identify any personal or prejudicial interests relevant to items on the agenda. A definition of personal and prejudicial interests has been attached for members' information.

## **3. MINUTES AND MATTERS ARISING FROM THE MINUTES (Pages 1 - 12)**

- (a) School Forum meetings held on 15 and 20 September 2017 (*attached*)
- (b) Matters arising from these minutes.

## **4. ITEM FOR DISCUSSION AND/OR DECISION (Pages 13 - 16)**

- (a) Schools Budget 2017/18 – Monitoring (*attached*)
- (b) School Funding Arrangements – 2018/19: Draft Consultation (TO FOLLOW)

## **5. WORKPLAN (Pages 17 - 18)**

## **6. ANY OTHER BUSINESS**

## **7. FUTURE MEETINGS**

- (a) Date of next meeting is Wednesday 13 December 2017 at 5.30pm at Chace Community School;
- (b) Dates of future meetings:
  - 17 January 2018 at Chace Community School;
  - 7 March 2018 at Chace Community School;
  - 9 May 2018 (Provisional)
  - 11 July 2018 (Provisional)

## **8. CONFIDENTIALITY**

To consider which items should be treated as confidential.

## Schools Forum Membership List

Name		Sector	Organisation	Member / Sub Since	End of Term
Ms J Ellerby	G	P	Eldon	Autumn 2015	Summer 2019
Mrs J Leach	G	Sp	Waverley	Autumn 2015	Summer 2019
Mrs L Sless	G	P	Galliard	Autumn 2015	Summer 2019
Mr T McGee	G	S	Highlands	Spring 2016	Autumn 2020
Vacancy	G	P			
Vacancy	G	P			
Ms M Hurst	H	PRU	Enfield Sec Tuition Centre	Req'd - July 2014	
Ms H Ballantine	H	P	George Spicer	Autumn 2015	Summer 2019
Ms H Knightley	H	P	St Johns & St James	Autumn 2015	Summer 2019
Ms H Thomas	H	P	Alma	Autumn 2015	Summer 2019
Ms L Whitaker	H	P	St Matthew's	Summer 2016	Spring 2020
Mr D Bruton	H	S	Chace Community	Summer 2016	Spring 2020
Ms G Weir	H	Sp	Waverley	Summer 2017	Spring 2021
Vacancy	H	S			
Ms L Dawes	H	A	Oasis Hadley	Spring 2016	Autumn 2020
Ms A Nicou	H	A	Enfield Learning Trust	Autumn 2015	Summer 2019
Mr P Sadgrove	H	A	One Degree	Summer 2017	Spring 2021
Ms C Gopoulos		EY	Bright Stars Nursery	Spring 2016	Autumn 2020
Mr K Hintz		P16	CONEL	Autumn 2015	Summer 2019
Mr J Jacobs		All	National Education Union	Summer 2017	Spring 2021
Ms J Fear		All	Local Authority	By Appointment	
Ms C Seery		All	Local Authority	By Appointment	
Vacancy		All	Chair of Overview & Scrutiny	By Appointment	
Cllr Orhan	O	All	Cabinet Member	By Appointment	
Ms A Homer	O	All	Prince of Wales	Summer 2015	Spring 2019
Mr O Jenkins	O	All	EFA	By Appointment	

### **Key**

G – Governor  
 H – Headteacher  
 O - Observer  
 P – Primary  
 S – Secondary  
 Sp – Special  
 Ac – Academy  
 EY – Early Years  
 P16 – Post 16

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**MINUTES OF THE SCHOOLS FORUM MEETING**

**Held on Friday 15 September 2017 at Chace Community School**

**Schools Members:**

Governors: Ms Ellerby (Primary), Mrs J Leach (Special), Mrs L Sless (Primary), *Mr T McGee (Secondary)*, Vacancy (Primary), Vacancy (Primary)

Headteachers: Ms H Thomas (Primary) (Chair), Ms H Ballantine (Primary), Mr D Bruton (Secondary), *Ms M Hurst (Pupil Referral Unit)*, *Ms H Knightley (Primary)*, *Ms L Whitaker (Primary)*, Ms G Weir (Special), Vacancy (Secondary)

Academies: Ms L Dawes, *Ms A Nicou*, *Mr Sadgrove*

**Non-Schools Members:**

16 - 19 Partnership	<i>Mr K Hintz</i>
Early Years Provider	<i>Ms C Gopoulos</i>
Teachers' Committee	Mr T Cuffaro (substitute)
Education Professional	Ms C Seery
Head of Behaviour Support	Ms J Fear
Overview and Scrutiny Committee	Tbc

**Observers:**

Cabinet Member	<i>Cllr A Orhan</i>
School Business Manager	<i>Ms A Homer</i>
Education Funding Agency	<i>Mr Owen</i>

**Also attending:**

M.P. for Southgate	Mr B Charalambous
Work Experience with M.P.'s Office	Ms N Arram
Executive Director Children's Service	Mr T Theodoulou
Assistant Finance Business Partner	Mrs L McNamara
Resources Development Manager	Mrs S Brown

\* Italics denote absence

**1. INTRODUCTIONS**

Mr Charalambous was welcomed to the meeting.

Ms Thomas thanked Mr Charalambous for meeting with the Schools Forum. She explained that Forum felt it was important to highlight the difficulties and challenges facing schools in balancing their budget. The challenges had arisen due to the flat cash per pupil funding and the current difficulty in recruiting good quality teachers. At the end of last financial year (2016/17), 50% of Enfield schools reported an in-year deficit. From the information available for this year, it was unlikely this situation would improve.

The aim of the meeting was to share our experiences and seeking Mr Charalambous support in lobbying the Government to provide sufficient funding for schools and education to meet their statutory obligations towards children and young people.

The Forum's view, going forward, was that the Government should provide schools with sufficient funding to meet any new pressures that were not within the control of individual schools, i.e. pay awards, National Insurance increases.

**2. DISCUSSION****(a) Individual schools budget**

Noted the implication on the ground for individual schools for setting and maintaining a balanced budget were:

- **Secondary Schools:**

Increasing class sizes: this was a general strategy employed by all schools. The experience for:

- Oasis Hadley had increased class sizes for Years 7 and 8 from 25 to 30 pupils per class.
- Chace Community School was taking an additional three pupils in each class and so increasing class sizes.

Reducing GCSE and A levels subject offer: both the schools, as well as the other secondary schools have reduced the number of subjects offered to students.

Support Staff: reducing the staff employed to only retaining teaching assistants where their pay could be supported by Education, Health and Care Plans (EHCPs) or other additional allocated hours.

The concerns for secondary schools was that these strategy, in some instances, had been in place for a number of years but the continuous pressure of meeting additional costs, such as pay awards, with no additional funding was untenable.

- **Primary Schools:**

Diminishing resources to support the curriculum: As well as increasing class sizes and reducing support staff, most primary schools had reduced the resources to support the delivery of the curriculum. For example, Alma School; a few years ago had a resources budget of approximately £100k to support the curriculum and ICT and this had now reduced and currently stood at £10k. The School and the Governing Body were concerned that there now was no contingency to maintain an ICT Plan or safeguard against any unforeseen circumstances.

Curriculum Offer: most schools had reviewed their curriculum offer, were delivering the basic national requirements, and were no longer able to offer a wide and varied curriculum.

- **Special Schools:** individual schools had no flex in their budget to develop and support fully the children and young people in their schools.

Staff Absence: where possible staff absences are not covered by supply. Teaching staff were advised to first, ensure pupils were safe and then consider delivering the curriculum.

Family School Workers: These and other support worker posts had to be cut.

**(b) High Needs:**

Increasing demand for support: the demand for supporting pupils with SEND was increasing exponentially. The reasons for the increase were:

- 1 Due to the impact of the SEND Reforms: the Reforms required children and young people with SEND aged between 2 and 25 years old to be supported. This extension in the age range has seen an increase in the number of assessments and number of Education, Health and Care Plans being issued.
- 2 Enfield was a net importer with more families with children and young people with SEND moving into the borough.
- 3 The general improvement in health care and mortality rates had meant an increase in life expectancy for some of the most vulnerable children and young people.

Budget Savings: to manage the financial pressure both the Schools Budget and the Council, the Schools Forum had supported to the deletion of the Foundation Stage Support Service. The loss of this Service was partially mitigated by the creation of the Inclusion Fund. The Fund did not fully fund the support required for the pupils so loading an added pressure for schools.

Impact for Schools: Previously, schools had a few pupils with SEND or behavioural problems, the needs of these pupils could be met from the additional support provided through the Statement process and resources from within the school and the Local Authority. The increasing demand for supporting pupils with SEND and no resources within schools or the Local Authority, schools were finding it difficult to maintain pupils in their schools.

**(c) Free School Meals (FSM) Eligibility:**

Welfare Benefit Reforms: FSM was one of the main indicators used for funding and supporting pupils from a deprived background. The impact of the Reforms had seen a significant decrease in the number of pupils eligible for FSM. For example, Alma school before the Reforms had 57% of pupils eligible for FSM and now only 23% were eligible. The School had not seen a reduction in the level of deprivation in the area nor experienced a change in the pupils and their home circumstances.

Schools were also seeing a significant increase in the number of families and children with no recourse to public funds, with families in the east of the borough often living in dilapidated and cramped accommodation.

**(d) Recruitment and Retention of Teaching Staff:**

Recruitment: schools had been unable to recruit good quality teachers to cover their timetable needs for the new academic year and had to resort to using agency / supply staff. The reasons for recruitment difficulties included:

Affordability: teaching staff could not afford to live in Enfield because of low pay: Enfield paid staff outer London Weighting. Where teaching staff had been recruited: they tended to commute from Hertfordshire or other areas outside London, moved to neighbouring boroughs that were able to pay more because of inner London Weighting, moved overseas or left the profession.

The experience in Enfield was borne out by a recent survey, which found that outer London authorities were the most effected by the teaching recruitment crisis. Recent experiences had been:

Use of Agencies for Supply: the charges applied by agencies average around £220 -£240 per day for varying quality of teachers. Recent experience of Oasis Hadley was charges of over £270 per day for cover by an agency. It was most likely that the teacher provided by the agency would only be paid around a third of the amount paid by the School. A greater number of teaching staff are applying through agencies rather than directly to schools.

Moving Overseas: teachers once they have gained some experience moved abroad to areas such as Dubai. These teachers were able to earn more money – often tax free - with less stress.

Leaving the Profession: The number of teachers that were either planning to or had left the profession was increasing. This was because of low pay, heavy workload, stress of the job and inability to find good quality affordable housing.

Newly Qualified Teachers (NQTs): Changes introduced by the Government had meant a reduction in the number of NQTs entering the profession. Agencies were able to promise early visits to colleges and sign up NQTs and then schools had to go to agencies to recruit the NQTs as either staff or supply. Where it was:

- For Recruitment purposes, the agency charged schools an introductory fee, plus the daily rate for the candidate to attend the school for interview and observation.
- For Supply cover, the staff provided had little or were inexperienced and there was concern regarding quality control because of the variability of the quality of staff. If a supply applied and was successful in obtaining a permanent post at the school, then there was a requirement to pay exit fee and this was on average 20% of the agreed

salary and some school had paid up to £10k only for the member of the staff to leave after a short time for the reasons stated above.

- (e) Mr Charalambous explained he was a governor at two primary schools in Enfield. As a governor, he was aware of the challenges facing schools and had highlighted these in his maiden speech in the House of Commons. He had asked the Secretary of State to explain how the additional £1.3b to be provided by the Government would address all the pressures facing schools.

Mr Charalambous was also aware of the pressures facing the Council and how the funding methodology meant a reduction of funding provided to Enfield. Unfortunately, the recent experience of other local authorities had shown carrying out a referendum for Council tax increase did not yield the required result. This was because the referendum required the local residents to vote in favour of an increase in Council tax and this not easy to achieve.

Mr Charalambous would do as much as he could to ensure schools received sufficient funding to meet the needs of their pupils. As part of this, he will continue to be involved in the Fair Funding for Schools campaign. He would also work with other MPs to agree an early day motion to address the agency recruitment and charging issues.

Resolved:

- (a) Mr Charalambous would:

- Agree with other MPs for an early day motion to address the teacher recruitment and consequent charges faced by schools from agencies;
- Write to the Secretary of State, and copy to the Shadow Secretary of State, outlining the challenges and difficulties facing schools. With their agreement, the letter would be signed by all three MPs for Enfield;

- (b) Schools Forum members would support Mr Charalambous by providing case studies and evidence for the letter to the Secretary of State.

**Action: Mr Charalambous and Schools Forum Members**

6. Ms Thomas thanked Mr Charalambous for meeting the Forum. She hoped that he would be able to attend a future meeting of the Forum to report on progress in improving funding for schools.

7. **CONFIDENTIALITY**

No items were considered confidential.

**MINUTES OF THE SCHOOLS FORUM MEETING**

**Held on Wednesday 20 September 2017 at Chace Community School**

**Schools Members:**

Governors: Mrs J Ellerby (Primary), (Primary), *Mrs J Leach (Special)*, *Mrs L Sless (Primary)*,  
Mr T McGee (Secondary), Vacancy (Primary), Vacancy (Primary)

Headteachers: Ms H Thomas (Primary) Chair, Ms H Ballantine (Primary), Mr D Bruton (Secondary),  
Ms M Hurst (Pupil Referral Unit), Ms H Knightley (Primary), Ms G Weir (Special), Ms  
*L Whitaker (Primary)* – substituted by Ms K Jaeggi (Primary), Vacancy (Secondary),

Academies: *Ms L Dawes (Secondary)*, Ms A Nicou, Mr A Sadgrove

**Non-Schools Members:**

Early Years Provider	<i>Ms C Gopoulos</i>
16 - 19 Partnership	<i>Mr K Hintz</i>
Teachers' Committee	Mr J Jacobs
Head of Behaviour Support	Ms C Seery
Education Professional	Ms J Fear
Chair of Overview and Scrutiny Committee	Vacancy

**Observers:**

Cabinet Member	Cllr A Orhan
School Business Manager	Ms A Homer
Education Funding Agency	<i>Mr O Jenkins</i>

**Also attending:**

Assistant Director, Education	Mr J Carrick
Assistant Finance Business Partner	Mrs L McNamara
Head of Budget Challenge	Mr N Goddard
Resources Development Manager	Mrs S Brown
Resources Development Officer	Ms J Bedford

\* Italics denote absence

**1. MEMBERSHIP AND APOLOGIES FOR ABSENCE****a) Apologies for Absence**

Apologies for absence were received from Mrs Leach, Mrs Sless, Mrs Whitaker, Ms Dawes, Ms Gopoulos and Mr Hintz.

**Noted** Ms Jaeggi was substituting for Ms Whitaker.

**Reported:**

- Mr Goddard had resigned from the Schools Forum. Nominations for the vacancy created were being sought from the Secondary Headteachers Conference.
- Nominations for two primary governors were being sought from Member Governor Forum.

**b) Membership**

**Noted** this was Mr Sadgrove's first meeting since his nomination had been accepted.

Mr Sadgrove was welcomed to the Schools Forum

**2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest expressed.

**3. MINUTES OF THE LAST MEETING**

a) **Received** and agreed the minutes of the meeting of the Schools Forum held on 14 June 2017, a copy of which is in the minute book.

b) **Matters arising from these minutes**

(i) Pupils with ECHPs requiring Element 3 top-up funding: Item 4a (ii)

**Reported** due to the information containing personal data, officers had been advised the report could only be sent to one named individual. To ensure that the information was being sent to the right person, each school will be asked to confirm the named individual and then it would be the responsibility of the named individual to liaise with anyone else at the school.

**Action Mrs McNamara**

**Clerks note: Cllr Orhan and Ms Hurst arrived at this point**

(ii) **Transitional Support for schools for changes to Element 2 funding for Pupils with ECHPs: Item 5b (i)**

**Reported** as advised by the Schools Forum, total funding for transitional support had been increased from £200k to £400k and the funding had been advanced in September to eligible schools.

(iii) **Letter to Mr Charalambous MP: Item 5c**

**Reported** that a letter highlighting the difficulties and challenges facing schools in balancing their budgets had been sent to Mr Charalambous MP and consequently, some members of the Schools Forum had met with him last week. The minutes from this meeting would be circulated to Forum members.

**Noted** Mr Charalambous had listened to the members describe the impact of flat cash funding was having on individual schools budget and had agreed to:

- Write to the Secretary of State, and copy to the Shadow Secretary of State for Education (SoS), outlining the challenges and difficulties facing schools. With their agreement, the letter would be signed by all three MPs for Enfield.
- Seek the agreement of other MPs for an early day motion to address teacher recruitment and the associated charges faced by schools from agencies.

Mr Charalambous had stated that he would include examples from individual schools of their experiences in his letter to the SoS and had requested if the Forum would assist by providing with this information.

It was suggested with the agreement of Mr Charalambous, a copy of the letter should also be sent to the Mayor of London and Ms McCartney, GLA Education lead.

**Resolved** Headteacher representatives would ask volunteers to provide information of their experiences of challenges being faced to Mr Charalambous.

**Action: Headteacher representatives**

(iv) **Meeting with Leader of the Council: Item 5d**

**Reported** it had been confirmed that the Leader would be able to attend the January 2018 meeting of the Forum.

(v) **Induction Pack for New Members: Item 7**

**Resolved** updated induction pack would be circulated to new members.

4. **ITEM FOR DISCUSSION & INFORMATION**

a) **School Balances – 2016/17: Further Update**

**Received** a report that provided further information on use of balances above the agreed threshold for retention, a copy of which is in the Minute book.

**Reported** the Authority had initially indicated in the report circulated that the only school where it was recommended balances should be recycled was Grange Park. Since the papers had been circulated, the Authority had received information from the School. This information provided sufficient evidence, and the Authority was now withdrawing the recommendation for recycling.

**Noted:**

- i) Members were advised that the Education Resources Group had raised concerns that the School had not responded to requests for information and was now providing information so late in the financial year. The Group also noted potential weaknesses in the School's financial monitoring arrangements and had asked for an audit to be carried out.
- ii) The information provided by schools on the use of balances was vague and did not provide specific information on how the funding was being used to support improvements at the school. Members felt that there needed to be great challenge, especially when a significant number of schools had minimal balances or were facing financial difficulties.
- iii) In response to the question as to whether the information on surplus budgets for maintained school could be made available earlier in the financial year, if there was a possibility of recycling, the meeting was informed this would be difficult. This was because the process for the final closure of accounts took place at the end of May, following which; schools were given one month to respond to the request for information on budgets.

It was suggested that an additional meeting of the Education Resources Group could be held in the Spring term to discuss any requests for retaining balances above the threshold.

- iv) It was confirmed that schools were provided with reminders on the need to seek approval for retaining balances above the agreed thresholds. Reminders were included in the Governing Bodies Termly Pack, highlighted at the School Business Management Forums and detailed in Governors Finance Handbook.
- v) It was commented the surplus budgets should not be part of the conversion process for schools becoming academies, especially if as a result; these schools could extract more money from the maintained schools budget. It was stated that there were regulations detailing the treatment of surplus balances and transfer of funds.
- vi) A view was expressed whether surplus budgets was the right metric and may be assessing Value for Money would be better metric.

It was remarked that information on how and when the spending was due to be incurred would enable an assessment of value for money. It was stated that a pro-forma was available to collect this information.

**Resolved** to review and identify any amendments to the Scheme for Financing to reflect the views of the Schools Forum.

**Action: Mrs Brown**

**Clerks note: Mr Bruton left at this point**

**b) Schools Budget 2017/18 – Monitoring**

**Received** a report that provided an update on the DSG budget monitoring position for 2017/18, including confirmation of the final DSG allocation for 2017/18, a copy of which is included in the Minute Book.

**Noted**

- i) the final outturn position for 2016/17 was a net deficit of £3.360m. The final position had changed since the last meeting because of a negative adjustment by the DfE to reflect the lower uptake of the free nursery entitlement.

- ii) The current projections for 2017/18 were indicating an overspend of £2.95m; this was dependent upon the current underspend for the low take up of the 30 hours nursery provision was not clawed back by the DfE. If the underspend was clawed back, then the DSG overspend would increase to approximately £4.5m.
- iii) The other areas underspending and supporting the DSG overspend were the Growth Fund and lower liability for rates because of recent academy conversions. It was stated that the underspend on the growth fund was because the funding was only required to fund the growth at Bowes Southgate.
- iv) The main area contributing to the overspend was the on-going pressure to provide specialist provision for pupils with SEND and this was reflected by an overspend of £2.2m being reported because of the number of pupils placed in out of borough independent day placements.

It was stated that there is a need to reduce the number of pupils being placed in out of borough independent provision; the Authority was working on increasing places in in-borough provision.

The Forum noted the update included in the report.

### c) **High Needs: Update**

**Received** a report providing a brief update on the review of the High Needs provision, funding and spending: a copy of which is in the Minute Book.

**Reported** the review of High Needs Provision had started and the report provided background information and data gathered for the review and how the implementation of the review was structured.

#### **Noted**

- i) The increased demand on high needs was the main pressure on the DSG. The concern was how the ongoing pressure and DSG overspend would be managed. The findings from the research were that the increase in demand to support pupils with SEND was not unique to Enfield and it was a national issue with over a third of outer London authorities reporting a deficit at the end of 2016/17 and half at the end of 2017/18. The most significant increase in supporting pupils with SEND was since the introduction of the SEND Reforms.
- ii) Enfield had a high spend reported on Section 251 for other support services because it included central and alternative services such as special schools outreach provision, nurture groups, etc.
- iii) As part of the review, alternative pathways for post 19 students were being explored to support learner to progress and develop their skills for employment or manage the transition to adult services.
- iv) In developing appropriate provision to meet future needs, data on the current ECHPs was being gathered and analysed with a view to increase in-borough provision by creating additional places, increasing the number of Additional Resource Provision or Specialist Units.

Current developments were focussing on supporting pupils with SEMH or ASD and the provision being explored to support pupils in-borough and reduce out- borough placements included:

- To expand Russet House to intake additional pupils;
- Bring pupils with SEMH from out of borough provision to be educated in borough;
- Create alternative provision for KS2 pupils with ASD;
- ASD provision from September 2019 at the Minchenden site;
- A new free school for 70 secondary and post 16 pupils with SEMH.

**Clerks note:** Mr McGee left at this point.

- v) The Forum was informed that the PRU was under acute pressure to support pupils being excluded from mainstream schools. The School was presenting, on a weekly basis, EHCPs for SEND Panel to assess for the young people that were continuing to be admitted to the PRU. From the increase in EHCPs, it could be seen that the pressure was growing because of the reduction or cuts in support services by schools and the Local Authority; who are affected by diminishing resources. For schools, there was also the added pressure of the Government stating they wanted inclusion, whilst Ofsted measured and assessed schools on data and results.

The recent experience of staff at the PRU was an increase in the number of pupils with SEMH. It was explained that recent research showed if primary pupils with speech, language and communication difficulties were not supported in their early years, this developed into SEMH, as they grew older. This was because if the pupils had not acquired the appropriate speech, language and communication skills, their frustrations at not being able to communicate manifested into behavioural issues.

- vi) It was commented that the growth in primary pupil numbers had been evident for over six years and the appropriate funding and provision was planned and provided, but why has this not been recognised for pupils requiring specialist provision.

It was stated the aim of the review was to consider how the available resources could be used to reduce number of pupils being placed in out borough specialist provision by developing in-borough provision. It was recognised in the short term that there will continue to be an increase in spending, but a reduction should be seen over the medium term. Going forward, this strategy required the Forum to be aware and understand the impact of budget decision on delivery of provision and services in the medium term.

The Forum noted the update included in the report.

**Clerks note:** Ms Fear left at this point

#### **d) School Funding Arrangements – 2018/19**

**Received** a report detailing the School Funding Arrangements – 2018/19; a copy of which was included in the Minute Book.

**Reported** confirmation was received in August 2017 from the Government, for 2018/19, there would be a 'soft' implementation of the National Funding Formula (NFF), with a 'hard' implementation at the earliest in 2019/20. Further information on the final arrangements for implementation was awaited. Until this information was available, it was difficult to assess fully the impact for Enfield. However, there was a requirement to consult on the local arrangements and because of the time available to agree local arrangements, there was a need to consider the timescale and principles for reviewing local arrangements. A suggested timetable was circulated at the meeting, a copy of which was included in the Minute Book.

**Clerks note:** Mr Sadgrove left at this point

#### **Noted**

- i) The key principals previously used to support funding changes were to consider what was best for Enfield and provided stability and least turbulence at individual school level. It was stated that it was being recommended that these principles be used when considering the implementation of the 'soft' NFF

The Forum was advised that a 'soft' NFF meant that the funding provided to local authorities was based on the NFF, but there was local flexibility on how this funding was distributed locally. The flexibility included a move to NFF, remain with the local arrangements or something in-between.

When further information was published by the DfE, the aim would be to assess the requirements against the agreed principals and develop options for the funding arrangements for 2018/19. The options would be shared with the Forum at the next meeting before being circulated to key stakeholders for a view.

- ii) To support the implementation, the Government had provided an additional £1.3bn over two years (2018/19 & 2019/20) for both the Schools and High Needs Blocks.

It was commented that the additional funding would not address the historical underfunding and that the proposed 2% rise in teachers' pay was another pressure to be absorbed by schools.

The Forum's view was that lobbying to increase the amount of funding provided to schools had to continue.

Mr Jacobs advised the Forum that the National Education Union would be updating the Schools Cut website to reflect the recent Government announcements.

- iii) Due to the tight timescale, the period for consulting on any changes was likely to be two weeks.

**Resolved** to accept the timetable and principals for reviewing local funding arrangements.

**Clerks note:** Ms Nicou left at this point

## **5. ITEM FOR INFORMATION**

### **Internal Audit – Maintained Schools Annual Summary – 2016/17**

**Received** a report providing a summary of findings from the internal audits of maintained schools during 2016/17; a copy of which was included in the Minute Book.

**Reported** the information was to support Governing Bodies and School Leadership teams to use and identify any potential areas of risk, opportunities, and for any improvements that may enhance financial and operational processes.

It was proposed that this report would be uploaded onto Governor Hub and the Schools Portal so it was available to all Governing Bodies and schools.

**Noted** the Internal Audit service had examined the governance and financial management within maintained schools, focussing on major processes to assess compliance with the Scheme of Financing School and the Councils Finance Manual for Schools, and that effective governance and financial practices had been applied.

It was commented that the report was found to be helpful and provided useful information on supporting improvements in financial management.

The Forum noted the report.

## **6. WORKPLAN**

Any additional items arising from the meeting would be added to the workplan

**ACTION: Mrs Brown**

## **7. FUTURE MEETINGS**

Ms Thomas reminded members that it was important to attend all meetings and if anyone was unable to attend, then they should ask a colleague from their sector to attend on their behalf. Sector representatives were reminded of the current vacancies on the Schools Forum and the Education Resources Group.

**Noted:**

- a) The date of the next meeting clashed with the primary Headteachers residential and it was requested if the Schools Forum date could be changed.
- b) The Forum suggested that the date of the December meeting be reviewed to enable sufficient time for the funding review.

**Resolved:**

- a) Revised date for the next meeting is 6 November 2017 from 5:30pm to 7:30pm at Chace Community School.
- b) Proposed dates for future meetings:
  - 13 December 2017 5:30 - 7:30 PM **(NB changed date)**
  - 17 January 2018 5:30 - 7:30 PM
  - 07 March 2018 5:30 - 7:30 PM
  - 09 May 2018 5:30 - 7:30 PM

**8. CONFIDENTIALITY**

No items were considered confidential.

The meeting closed at 7:30 pm.

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**DSG Budget Monitor 2017/18**

July Monitor    Sept Monitor  
SF Sept 17    SF Nov 17    variance

<b>Opening Position 2017/18</b>	£000	£000	£000
2016/17 DSG Deficit	3,197	3,197	-
SEN Review Grant	163	163	-
NET DSG Deficit 2016/17	3,360	3,360	-
Estimated 2016/17 overspend top sliced from 2017/18 DSG	- 1,457	- 1,457	-
<b>DSG Deficit 1/4/2017</b>	<b>1,903</b>	<b>1,903</b>	
High Needs Contingency 2017/18 Budget	- 1,650	- 1,650	-
<b>NET DSG Deficit b/f 2017/18</b>	<b>253</b>	<b>253</b>	<b>-</b>

<b>2017/18 Variance</b>	£000	£000	£000
<b>SCHOOLS BLOCK</b>			
Growth Fund - allocations lower than estimate	-120	-120	0
Rates - reduction in rates liability due to Academy conversions	-167	-148	19
<b>Total Schools Block Variance</b>	<b>-287</b>	<b>-268</b>	<b>19</b>
<b>EARLY YEARS BLOCK</b>			
2 Year Olds	-48	-48	0
3&4 Year Olds	18	18	0
30 Hours (position re underspend to be confirmed)	-1542	-622	920
1617 Clawback	652	652	0
<b>Total Early Years Block Variance</b>	<b>-920</b>	<b>0</b>	<b>920</b>
<b>HIGH NEEDS BLOCK</b>			
<b>Outborough Provision</b>			
Independent Day Placements	2186	2770	584
Independent Residential Placements	279	305	26
Other LA Special Schools	373	567	194
Other LA Mainstream Support	39	1	- 38
Therapies	0	52	52
Post 16 High Needs	0	0	-
<b>In Borough Provision</b>			
West Lea - additional 30 places wef Sept 2017	175	175	-
Exceptional Needs - Transition Fund	400	400	-
Exceptional Needs - estimated termly adjustments	400	400	-
Behaviour Support Service	47	-100	- 147
Russet House - St Marys Provision wef Feb18	0	0	-
<b>Total High Needs Block Variance</b>	<b>3,899</b>	<b>4,570</b>	<b>671</b>
<b>ESTIMATED OVERSPEND 2017/18</b>	<b>2,692</b>	<b>4,302</b>	<b>1,610</b>
Cumulative Deficit b/f	253	253	-
<b>Estimated DSG Monitoring Position 2017/18</b>	<b>2,945</b>	<b>4,555</b>	<b>1,610</b>

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## MUNICIPAL YEAR 2017/2019 REPORT NO. 13

### MEETING TITLE AND DATE:

Education Resources Group 31 October 2017  
Schools Forum 06 November 2017

### REPORT OF:

Director of Finance, Resources & Customer Services

### Contact officer and telephone number:

Louise McNamara 020 8379 4720  
E mail: [louise.mcnamara@enfield.gov.uk](mailto:louise.mcnamara@enfield.gov.uk)

Agenda –	Item: 4a
<b>Subject: Schools Budget - 2017/18 Monitoring Update</b>	

## 1. EXECUTIVE SUMMARY

1.1. This report provides an update of the DSG budget monitoring position for 2017/18.

## 2. RECOMMENDATIONS

2.1 To note the contents of the report.

## 3. 2017/18 DSG ALLOCATION

### 3.1 DSG 2017/18

Since the last meeting there has been no further update to our DSG allocation for 2017/18. Our current gross allocation remains at £318.679.

### 3.2 Academies Recoupment

The 2017/18 DSG allocation has been reduced in cash terms by £76.438m to reflect the recoupment for all academies as at 01 April 2017. We are expecting further adjustments to reflect the 2 primary schools that converted on 01 September 2017 and other schools converting to academy status during the autumn term. This adjustment has a nil effect on the overall the school's budget position as a reduction in income is matched by a reduction in expenditure.

### 4. 2017/18 DSG Budget Monitor

Appendix A details the DSG budget monitoring position as at the end of September 2017.

#### 4.1 Schools Block

There are projected underspends in the Schools Block. These relate to the Growth Fund, where the additional classes required for the 1718 academic year are lower than expected, and rates where there will be reduced demand on the DSG for schools converting to academy status as they will be entitled to 80% charitable relief.

#### 4.2 Early Years Block

The last budget monitoring report indicated that the authority could potentially

retain any underspend on their 30 hours allocations, which could offset the 16/17 early years clawback and any DSG overspends. It was pointed out that it was, however, not clear from the guidance and information provided by the EFA regarding the treatment of any unspent funding. Officers are still seeking clarity on this matter but for the purposes of this monitoring report it is assumed that any underspend will be clawed back.

At this stage of the financial year, it is assumed that any under/overspends within the various areas of early years will be contained within the Early Years Block funding. Officers will be reviewing October census information when this is available to project expenditure for the remainder of year and a further update will be brought to the next meeting.

#### **4.3 High Needs**

The current projected overspends in High Needs mainly relate to:

- out-borough placements where there continues to be an increase in the number of pupils placed in out-borough provision. Projections reflect new September placements and allow 10% contingency to make some provision for new placements over the autumn and spring terms.
- Exceptional needs allocations are expected to exceed budget provision due to the allocation of the Transition Fund and projected increases in EHCPs and associated funding over the next 2 terms.

Additional in borough provision is available from September 2017 comprising 30 additional places at West Lea School and a new ARP managed by Durants at Winchmore School. Further developments are planned from January 2018.

#### **5. DSG Outturn Position**

Based on the latest monitoring position and the ongoing and additional pressures identified above, the 2017/18 DSG allocation is anticipated to be significantly overspent by the end of the financial year. As previously reported, the school funding regulations governing the DSG Conditions of Grant would apply and any deficit in would be the first call on the 2018/19 DSG budget and this would need to be agreed by Schools Forum.

The 2017/18 budget will be monitored closely for the remainder of the financial year monthly and updates will be provided to the Forum at future meetings.

**MUNICIPAL YEAR 2017/2018 – REPORT NO. 15****MEETING TITLE AND DATE:**

Schools Forum – 6 November 2017

**REPORT OF:**

Executive Director of Children's Services

Contact officer: Sangeeta Brown

E-mail: [sangeeta.brown@enfield.gov.uk](mailto:sangeeta.brown@enfield.gov.uk)**Recommendation**

To note the workplan.

<b>Agenda – Part: 1</b>	<b>Item: 6</b>
<b>Subject:</b> <b>Schools Forum: Workplan</b>	
<b>Wards: All</b>	

<b><u>Meetings</u></b>		<b><u>Officer</u></b>
March 2017	School Budget 2017/18: Update SEND & High Needs – Update School Academy Transfers – Contribution towards Costs Scheme for Financing Schools & High Needs NFF - Draft Response	LM JC SB SB SB
June 2017	School Budget 2016/17 Outturn: Update Pupils with High needs in Mainstream Schools Dedicated Schools Grant – 2017/18: Analysis Schools Balances – Update	LM SB SB SB
September 2017	School Balances – 2016/17: Update Schools Budget: 2017/18 – Monitoring High Needs Review: Update School Funding Arrangements (2018/19) Annual Audit – Update	SB SB SB SB JC
November 2017	Schools Budget – Update (2017/18) School Funding Arrangements (2018/19)	LM SB
December 2017	Schools Budget: 2018/19: Update, Inc. De-delegation School Funding Arrangements (2018/19) Central Services Budgets	LM SB JC
January 2018	Schools Budget: 2018/19: Update School Funding Arrangements Central Services funding from DSG	LM SB SB
March 2018	Schools Budget: 2018/19: Update High Needs Places	LM SB
May / June 2018	Single Item Agenda - TBC	
July 2018	Schools Budget – Update (2017/18) School Funding Review (2017/18) Funding Arrangements (2019/20)	LM SB SB

**Dates of Meetings**

<b>Date</b>	<b>Time</b>	<b>Venue</b>	<b>Comment</b>
15 September 2017	2.00 - 3.00PM	Chace Community	With B Charalambous, MP
20 September 2017	5:30 - 7:30 PM	Chace Community	
08 November 2017	5:30 - 7:30 PM	Chace Community	
06 December 2017	5:30 - 7:30 PM	Chace Community	
17 January 2018	5:30 - 7:30 PM	Chace Community	
07 March 2018	5:30 - 7:30 PM	Chace Community	
09 May 2018	5:30 - 7:30 PM	Chace Community	
11 July 2018	5:30 - 7:30 PM	Chace Community	

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