

MINUTES OF THE SCHOOLS FORUM MEETING

Held on Wednesday 3 October 2018 at Waverley School

Schools Members:

Governors: *Ms Ellerby* (Primary), Ms H Kacouris (Primary), Mrs J Leach (Special), *Mrs L Sless* (Primary), Vacant (*Secondary*), Vacant (Primary – Either Headteacher or Governor)

Headteachers: Ms H Ballantine (Primary), *Mr D Bruton* (Secondary), Ms C Fay (Orchard Side), *Ms H Knightley* (Primary), Ms K Baptiste (Primary), Ms G Weir (Special), Ms M O’Keefe / Ms T Day (*Secondary*)

Academies: Ms H Thomas (Chair), Ms A Nicou (Primary), *Mr A Sadgrove* (*All through*), Vacancies x 2

Non-Schools Members:

Early Years Provider	<i>Ms A Palmer</i>
16 - 19 Partnership	Mr K Hintz
Teachers’ Committee	<i>Mr J Jacobs</i>
Head of Early Years	Ms D Weston
Education Professional	Ms J Fear
Chair of Overview and Scrutiny Committee	<i>Cllr D Levy</i>

Observers:

Cabinet Member	Cllr Georgiou
School Business Manager	<i>Ms S Mahesh</i>
Education Funding Agency	<i>Mr O Jenkins</i>

Also attending:

Acting Director, Education	Ms C Seery
Resources Development Manager	Mrs S Brown

* Italics denote absence

1. MEMBERSHIP AND APOLOGIES FOR ABSENCE

a) Apologies for Absence

Apologies for absence were received from Mrs Ellerby, Ms Sless, Mr Bruton, Mr Sadgrove, Cllr Levy, Mr Jacobs, Ms Palmer and Ms Mahesh.

Noted the absence of Ms Knightley.

b) Membership

Noted:

- i. The Forum was advised following a serious illness, Mr McGee had passed away during the summer.

Ms Seery informed the Forum that Mr McGee had been a long serving governor. During his time as a governor, Mr McGee had been a member of Governing Bodies at several schools across the borough and, as well as the Schools Forum, had served on a number of other boroughwide groups and Forum.

The Forum members were saddened to hear the news and asked for their condolences and best wishes to be extended to Mr McGee’s family.

- ii. With the conversion of Alma Primary School to an academy, Ms Thomas had agreed to move her representation on the Forum from a maintained school to an academy representative. This now meant there were two vacancies for academy representatives on the Forum. The Forum was advised that:
 - one of the vacancy should not be filled. This was because Ms Sless’s School was in the process of converting to an academy, therefore she may want to transfer to become an academy representative and if she doesn’t then she should continue until the end of her term of office (Summer 2019);
 - a representative would be sought for the other vacancy. In response to a question, it was commented that academy representative could be from either the primary or

secondary sector, but based on the current makeup of the Forum, it would be better if a representative from the secondary sector filled this position.

- iii. Following the resignation of Ms West and the position held by Mr McGee, there was now a vacancy for a primary representative and a secondary governor representative.

It was explained with even number of primary Headteachers and Governors, the primary vacancy could be filled by either a Headteacher or a Governor. Ms Thomas suggested that it would be useful if the vacancy could be filled by Mr Josh Newham because Mr Newham had just joined the Education Resources Group and if he were a member of both groups, it would ensure consistency.

RESOLVED:

- i. Ms Thomas would ask Mr Newham whether he would like to join the Forum as primary representative;
Action: Ms Thomas
- ii. Mrs Brown would seek nominations for the academy and secondary maintained governor vacancies.
Action: Mrs Brown

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE LAST MEETING & MATTERS ARISING

a) Minutes of the last Meeting

Received and agreed the minutes of the meeting of the Schools Forum held 7 March 2018.

Clerk's note: Cllr Georgiou and Ms O'Keefe arrived at this point.

4. ITEM FOR DISCUSSION AND/OR DECISION

a) Schools Budget - 2018/19 Monitoring Update

Received a report detailing the final year-end position for the Dedicated Schools Grant (DSG) outturn position for 2017/18 and a forecast, as at July 2018, for the DSG spend for 2018/19 against the latest DSG allocation advised by the ESFA; a copy is included in the Minute Book.

Reported, in July 2018, the ESFA had adjusted the DSG for 2018/19 to reflect low take up of the early years provision. This adjustment had resulted in a clawback of £743k and leading to an increase in the deficit for 2017/18. The final deficit carried forward from 2017/18 into 2018/19 was £1.488m.

Noted the latest forecast for this year (2018/19) was indicating an increase in the projected overspend of £0.138m because of increased demand for high needs support. The forecast for the year-end overspend was £1.626m.

Resolved to note the update.

b) Dedicated Schools Grant 2018/19: Analysis

Received a report comparing the allocation of the DSG and for the Enfield's Funding Formula (EFF) with Enfield's Statistical Neighbours, Outer London authorities and nationally; a copy is included in the Minute Book.

Reported the paper was intended to support the wider discussion on the budget decisions that were taken to inform the DSG allocation for 2018/19 and how the EFF compared with the formulae used by Enfield's Statistical Neighbours, Outer London authorities and

nationally. The aim was to use this information to support the discussion and decisions required for the DSG allocation for 2019/20.

Noted:

- i. The DSG analysis was indicating a drop in the funding allocated for two year olds. The change could be to do with a decrease in numbers of two year olds or parents choosing not to take up the provision.

It was commented that these may be some of the reasons, but another one was that providers choosing to either withdraw or reduce their offer because the high staffing ratio was making it financial unviable. Yet, in terms of narrowing the gap, evidence indicated that children who had attended two year old provision had improved outcomes and achieved better than their peers.

- ii. There was some general discussion on the data presented and it was noted the local authorities would have moved to fully National Funding Formula (NFF) for different reasons and these could be being a gaining authority, had local unit rates not close to the NFF rates or deciding to use the minimum funding guarantee to dampen the effect of the move to NFF.

Resolved to note the contents of the report.

c) School Funding Arrangements – 2019/20

Received a report summarising the latest DfE guidance on arrangements for the DSG: Schools and High Needs blocks, for 2019/20 and an update on options for the EFF; a copy is included in the Minute Book.

Reported that the options detailed in the report had been developed with the Education Resources Group. The view of the Education Resources Group had been that the local arrangements should support vulnerable children and young people and so the focus of the change should be to support Looked After Children (LAC), pupils with English as an additional language, with low prior attainment, from deprived background or high level of SEND:

Noted:

- (i) There was significant confusion about the Teachers' Pay Grant and the application of the minimum and maximum pay grade. It was noted to support retention and recruitment; most schools were considering applying the same pay award for all staff.

A Forum member commented if the award was implemented as proposed by the Governments, then, for some schools, this would result in teachers on the threshold being paid more than Assistant Headteachers. Schools were concerned that the loss of this differential would then create further retention / recruitment difficulties to the Assistant Headteacher posts.

The Forum was informed that the School Teachers' Review Board (STRB) had visited Enfield and met with Headteachers and staff in some schools and LA officers. During their visit, the STRB members had confirmed they had recommended a 3.5% pay award for all teaching staff, but this had not been implemented by the Government.

Officers advised that Enfield schools had maintained the local grade structure, and this was not recognised by the grant funding being provided to support the pay award. It was noted that there may possibly be some local authorities with grade structure that can be supported by the grant provided. To understand the full impact of the pay award, the Authority would be asking schools to share information on how they have implemented the pay award and whether the grant funding fully covered the additional cost being incurred.

- (ii) The funding factor for Looked After Children (LAC) had been removed from the NFF and following discussion with the Education Resources Group, the proposal was to transfer the funding currently used for this factor from the Schools Block to the High Need block to provide targeted support for LAC.

The Forum members noted that if the amount currently being spent was added to the per pupil funding, then schools with no LAC would also benefit from this funding. The move to provide targeted support would ensure these vulnerable children and young people continued to receive additional support.

Following the discussion that ensued, officers stated that no criteria had yet been agreed for allocating this funding and the Forums views were that:

- the process for accessing the funding should be quick and simple;
- the funding should follow the pupil and be allocated to the Enfield school being attended;
- the money should be for something extra that added value.

(iii) The draft proposals for the EFF had been revised to include the views of the Education Resources Group.

The following points arose from the discussion of the proposed changes to the EFF:

- The move to anonymise the modelling was suggested by the Education Resources Group to ensure that the decision on the final proposals was a strategic decision that considered what was best for all Enfield school;
- The NFF for Enfield could be divisive because of the shift of funding from primary to secondary;
- Both the models would see schools receive less money, but Model D would enable a slower move towards NFF with schools forecasted to receive less money under NFF to be able to have longer to manage the change in funding;

- It was recognised that the NFF would support secondary schools, but secondary schools were also facing difficulties because of the cumulative financial pressure that they have had to manage over the last few years. The additional funding was unlikely to address this historic shortfall and meet the cost of new pressures;

The Forum noted that the shift in funding would not meet the funding requirements for secondary schools, but there was a concern the reduction in funding for primary could over the longer-term lead to drop standards for both sectors;

- The models were indicating when NFF was fully implemented some schools could face up to an 11% reduction in funding. Whilst individual schools had been aware of the impact of NFF for their schools, Members felt that arrangements should be put in place to support and work with the schools facing a loss in funding.

Clerk's note: Ms Ballantyne and Ms Weston left at this point.

- (iv) Due to the limitation of the criteria, Members indicated that introducing a falling roll would not fairly support all schools experiencing a decrease in their pupil numbers.
- (v) The transfer of 0.5% from the Schools block to high needs block to support inclusive schools with above average number of pupils with high level of SEND met the local requirement of supporting the most vulnerable pupils.
- (vi) The Forum was advised that any exemptions applied for individual schools from the EFF or movement of funds from the Schools to the High Needs block required the submission of a disapplication request to the Secretary of State for approval before it could be implemented. Due to the deadline set by the ESFA, the Forum was being asked, subject to consultation and final approval, to give agreement to disapplication requests being submitted for:
 - The LAC funding currently used in the EFF to be transferred to the High Needs block to provide targeted support;
 - Transfer of 0.5% from the Schools block to the High Needs block to support inclusive schools with above average number of pupils with high level of SEND;
 - The primary per pupil funding for secondary schools becoming all through schools.

- (vii) The Forum members supported the proposal for retaining the Early Years Inclusion Fund to support vulnerable young children.

Resolved to

- support and include the following proposal in the school funding consultation:
 - The transfer of the current funding used for the LAC factor in the EFF to the High Needs block to provide targeted support;
 - The proposals and modelling information for the EFF;
 - Transfer of 0.5% from the Schools to the High Needs block to support inclusive schools with above average number of pupils with high level of SEND;
 - The Early Years Inclusion Fund to support pupils with SEND.
- Agree in principle to the submission of disapplication requests for:
 - LAC funding currently used in the EFF to be transferred to the High Needs block to provide targeted support;
 - Transfer of 0.5% from the Schools block to the High Needs block to support inclusive schools with above average number of pupils with high level of SEND;
 - Primary per pupil funding for secondary schools becoming all through schools

5. ITEM FOR INFORMATION

Internal Audit – Maintained Schools Annual Summary – 2017/18

Received a report summarising the findings from a review carried out of governance and financial management in eighteen maintained schools across the borough: a copy is included in the Minute Book.

Noted the findings highlighted the current practice in some schools. The Forum noted the report and considered it was important for Headteachers and Governing Bodies to discuss and consider some of the bad practice to ensure it was not pertaining to their school.

Resolved to note the findings from the audit review.

6. WORKPLAN

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

Action: Mrs Brown

7. FUTURE MEETINGS

- a) The date of the next meeting was set as Wednesday 12 December 2018 at 17:30 at Chace Community School.
- b) Dates for future meetings:

Dates	Time	Venue
16 January 2019	17:30 - 19:30	Waverley
06 March 2019	17:30 - 19:30	Waverley
15 May 2018 (Provisional)	17:30 - 19:30	

8. CONFIDENTIALITY

No items were considered confidential.

The meeting closed at 7.35pm.