# LEEDS SCHOOLS FORUM

**Minutes of the meeting held on Wednesday 13 February 2019, 4.30 – 6pm at Merrion House**

| **Membership (Apologies in Italics)** | |
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| **GOVERNORS** | **HEADTEACHERS** |
| Primary (5 seats) | Primary (6 seats) |
| Sue Knights — Little London & Alwoodley Primary<br>Sara Nix — Rawdon Littlemoor Primary<br>Deryn Porter — Cobden Primary<br>Ritchie Halls — Windmill & Low Rd Federation<br>Vacancy | John Hutchinson — St Theresa's Catholic Primary<br>Claire Harrison — Wetherby Deighton Gates<br>Helen Stott — Allerton C of E Primary<br>Peter Harris — Farsley Farfield Primary<br>Julie Harkness — Carr Manor Community School<br>Jo Smithson — Greenhill Primary |
| Secondary (2 seats) | Secondary (3 seats) |
| Doug Martin — Pudsey Grangefield<br>vacancy | Delia Martin — Benton Park<br>Lucie Lakin — Wetherby High<br>vacancy |
| Special (1 seat) | Special (1 seat) |
| Amanda Jahdi — East SILC | Diane Reynard — East SILC |
| Non School | Academies – Mainstream (9 seats) |
| Peter Best — PVI Providers<br>Susan Knowles — PVI Providers<br>Patrick Murphy — Schools JCC<br>Richard Noakes — Diocese of WY & Dales<br>Steve Kelly/Bill Jones — 16-19 Providers<br>Angela Cox OBE — Catholic Diocese | David Gurney — Cockburn School<br>Ken Morton — Brigshaw LP MAT & Ashtree<br>Adam Ryder — Bruntcliffe Academy<br>John Thorne — Co-op Academy Priesthorpe<br>Emma Lester — Woodkirk Academy<br>Ian Goddard — Ebor Gardens/Victoria Primary<br>Siobhan Roberts — Cockburn John Charles<br>Joe Barton — Woodkirk Academy<br>Vacancy |
| | Academy – Special School (1 seat) |
| Andy Humphreys, ESFA | Scott Jacques — Springwell Leeds Academy |
| | Academy – Alternative Provision |
| | Ben Mallinson — Stephen Longfellow Academy |
| Local Authority Reps: | |
| Steve Walker, Director Children and Families | Louise Hornsey, Principal Financial Manager |
| Tim Pouncey, Chief Officer Strategy & Resources | Simon Criddle, Head of Finance |
| Phil Mellen, Deputy Director Learning | Val Waite, Head of Learning Inclusion |
| Minutes: | |
| Lesley Gregory, PA | |

| Item | | Action |
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| **1.0** | **Apologies** | |
| | Apologies noted.<br><br>It was noted that Andrew Whitaker has resigned membership of Schools Forum.<br><br>The Chair thanked Peter Harris for chairing the January meeting. | |
| **2.0** | **Introductions** | |
| | N/A at this meeting. | |
| **3.0** | **Minutes of the 15 November 2018 meeting** | |
| | The minutes were agreed as a true record. | |
| **4.0** | **Matters Arising** | |
| | *Page Two, item two*: Membership vacancies -Dave Gurney to be notified of any academy vacancy and he will co-ordinate the replacement<br><br>*Page Two, item three*: Patrick Murphy's attendance at the November meeting amended.<br><br>*Page Five, Item four*: De-delegation of funding for maintained schools 2019-20 - The action for Peter Harris on SIMS licences will be brought back to the Forum in Autumn. | All<br><br><br><br><br>LH |
| 5 | **2018-19 DSG budget monitoring and High Needs Allocations 2019-20** | |
| 5.1<br><br><br><br><br><br><br><br>5.2<br><br><br><br><br><br><br>5.3 | The financial position now being projected is different to the position reported in October 2018. This is a positive message as we are now forecasting an underspend on the Schools Block, Early Years Block and High Needs Block. There is a major change to the High Needs Block mainly due to the additional funding provided from the Government.<br><br>The total forecasted underspend is just under £4m.<br><br><u>Schools Block</u><br>The major change is forecasting the underspend of £400k. It is planned to use this to supplement the growth fund. It will take down the available surplus to £1.2m.<br><br>There are some adjustments to be made where academy conversions have taken place.<br><br><u>Early Years Block</u><br>There has been an increase in the overall underspend. This is due to the way the Government funds nursery education. Funding is based on Census information which does not necessary reflect the number of pupils for that year. It is expected the Government may well review how they give funding as a result.<br>An increase in the pay rate for providers is proposed which will reduce the underspend for next year.<br><br>It is proposed to review the contingency budget next year. | |

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| | A discussion took place around whether the underspend is used to offset pressures in the High Needs Block or that we should have an underspend given Leeds' performance in this area and the cost to schools of providing places.<br><br>We can look at whether it is possible to make an in year payment although this may be complicated and more work would be needed to understand what is possible.<br><br>A strategy to improve performance in early years is being looked at. There are also a number of children whose parents do not take up any kind of offer at all and work is taking place re how we follow up on that.<br><br>There is also an underspend in pupil premium for early years. It is difficult to get parents to put themselves forward and we need to understand why the take up is lower than usual. | |
| | **Action**: A meeting to be set up with a small group of primary Heads to look at how we can make access to the money as clear and simple as possible. | TP |
| | Skills Fund: schools asked to take significant numbers out of funding. Funds cannot be used for children coming into the country. What can and cannot be done is prescribed on what we can/cannot spend money on.<br><br>We are predicting a smaller underspend in the Early Years block next year.<br><br>Schools are finding it difficult to predict the 30 hours but it's the care either side of that, that's an issue. Wrap around care is exceptionally popular and is what parents need. This to be fed into any discussion taking place about Early Years predictions. | |
| 5.4 | <u>High Needs Block</u><br>The overall forecasted underspend is £200k. Part of the reason for change is the additional £1.7m received in year.<br><br>The other major change in terms of costs from October 2018 is the projected spend on additional contribution around NW SILCs financial position is not now expected to take place in 2018/19.<br><br>A specialist funding review is taking place looking at the whole issue of funding of specialist provision. | |
| | **Action**: verbal update to Schools Forum in June with proposals. | TP |
| | There is no indication that the extra funding of £1.76m for two years is recurring. The cap on the High Needs Block is £7m and we are treating the £1.76m as a temporary reduction in that cap. The cap in 2019/20 will be £5m and the additional £1.76m will be used again as a temporary reduction<br>The Directors of Children's Services in Yorkshire and Humberside have written collectively to the Government about the pressure on this block. | |
| 5.5 | <u>SILC Funding</u><br>The NW SILC deficit is unlikely to grow beyond previous projections but we are aware that the deficit has been moved from one financial year to the next. It is hoped that there will be an in year balanced budget in 19-20. | |

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| | Recruitment strategy is in place now to remedy the large amount of supply staff.<br><br>It was confirmed that the specialist funding review only covered SILCs and Lighthouse. | |
| 5.6 | <u>AIP Balances</u><br>£250k has been clawed back from the balances in 18-19.<br><br>£300k carry forward of excess surplus balances was approved last year for projects which were already planned but unable to be completed due to, for example, planning applications. This money is already allocated to the projects and is carried over to the next financial year.<br><br>The money clawed back goes into the high needs block; it is not used by the Authority.<br><br>**Action**: Further information will be brought to the June meeting about outside placements. | SC |
| 5.7 | <u>SENSAP</u><br>Concerns raised about the pressure the SENSAP team are under. As reported at the January meeting there has been an 80% increase in requests for EHCPs. The DfE is surprised that this is the case as their projections, upon the introduction of EHCPs, are that the demand would reduce.<br><br>Agreement has been given by CFLT to create additional capacity in the team to ensure they are able to carry out new EHCPs, reviews and if needed improve the quality. Expecting the proposal to be completed by September 2019.<br><br>The numbers have gone up because we can't place all children in provision in the city. The Children and Families Act of 2014 states that parents are able to express the specific school they want their child to attend. Whereas before we would look to use Leeds schools and keep the placements in the city, we now have to go with the parent's choice. A parent can appeal to a tribunal if they do not get the school on their child's plan.<br><br>The highest area of need to place children outside of authority is autism We are not always able to provide in-house provision. Where schools can help they will accommodate. | |
| 5.8 | <u>High Needs Block Funding</u><br>There is an increase of £4m in 19-20, half of which is due to the additional £1.76m.<br><br>There is an issue around the number of places commissioned and still subject to further discussions in the Directorate about additional places.<br>Work is being carried out around FFI and understanding the trends for next year.<br><br>Following agreement at January's meeting re the FFI rate for mainstream schools be increased. This is expected to add an additional £1m to the costs.<br>We need to understand the outcome of the SILC review and what we might do for further costs next year. | |

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| | In conclusion there will be additional pressures. The projection in October will now be exceeded but we have got more money. A cautious approach to be taken as there is a lot of uncertainty beyond 2019-20.<br><br>Uncertainty around whether the Government will remove the cap in the formula in 2020/21 and whether a further transfer will be requested from the schools block. | |
| 5.9 | <u>Recommendations</u><br>Schools Forum noted the recommendations below:<br>• Schools Forum is requested to note the projected underspend on General DSG of £3.789m which will be added to the deficit on General DSG brought forward from 2017/18. This will mean that there will be a surplus of £1.562m, £400k of this surplus will be earmarked for the Growth Fund in 2019/20. There is also a projected de-delegated surplus balance of £125k.<br>• Schools Forum is also requested to note the estimated available high needs block funding for 2019/20. | |
| 6 | **Early Years funding 2019-20** | |
| 6.1 | Funding received by LCC for both 2 year olds and 3 and 4 year olds has not changed, however the payments to providers will change as follows:<br><br>• £5.20 per hour for two year olds from £5.15 per hour. We are the only local authority that we are aware of looking to increase the base rate to providers. Bradford is seeking to cut the level of payment.<br>• An increase of £0.05 per hour is proposed for three and four year olds which will mean an hourly rate of £4.30. This will be covered by making changes to the deprivation and SEND fund supplements. | |
| 6.2 | Centrally retained funding: looking to reduce from 4% in 18/19 to 3.7% in 19-20. | |
| 6.3 | Sensory Services will see a small reduction of £20k whilst taking into account that funding remains the same for three and four year olds. | |
| 6.4 | Family Services: The £500k funding for the Service was questioned. The Forum was informed that the Service is Family Outreach Worker based in children Centres. It also deals with the promotion of take up for three to four year olds. The offer is not just children centre related but is available across Leeds as a whole. | |
| | **Action**: Bring a report to the Forum on the Family Outreach Service, what they do, what is paid for etc. | AR |
| | A representative group of Heads to be involved in consultation | AR |

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| 6.5<br><br><br>6.6<br><br>6.7<br><br><br>6.8<br><br><br>6.9 | Contingency: a small contingency will be retained due to the uncertainty around what the take up will look like in the next 12 months. We are also only 18 months into the 30 hours offer so there is no trend available.<br><br>Local Universal Base Rate (three and four year olds): base rate increase proposed.<br><br>Supplements: obliged to have a deprivation supplement and the decision was taken to reduce it by 2p per hour per child.<br><br>Send Inclusion Fund: Major changes have been made in how claims are made and as a result claims have increased by over 60%.<br><br>Recommendations<br>1. Comment on the funding proposals for the Early Years Funding.<br>2. Approve items 1 to 11 of the centrally retained funding identified in 3.4.<br>Comments were made on the proposals and approval was given to items 1 to 11 of the centrally retained funding. | |
| **7** | **Schools Forum Panel Update** | |
| | Panel balances over 15% over 3 years.<br><br>There are a number of recommendations and we will go back to additional schools to make those recommendations. Ultimately the final decision is made by the Director of Children and Families.<br><br>In reviewing this round there were a lot more applications than expected. However this has highlighted the need to develop some guidance around what we prioritise funding on.<br><br>**Action**: to be brought back to a future Schools Forum.<br><br>Due to the changes in membership an e-mail to be sent out requesting new members for the panel. | <br><br><br><br><br><br><br><br>LH<br><br>LH |
| **8** | **Forward Plan** | |
| | Noted. | |
| **9** | **Any Other Business** | |
| 9.1 | PFI: Arranged a date for a PFI session for schools on 27 February at 2pm. An e-mail will be sent out to schools advertising the event.<br><br>Consultation on Teachers' pension increase: The consultation, run by the DfE expired at 11:59 last night. It is thought the proposals was to put money in to support educationally maintained institutions. Once the outcome is known people will be told. | |

**Next Meeting: Thursday 27 June 2019 – Second Floor Suite meeting rooms 21 & 22**

**Future Meetings:**

Thursday 10 October, Second Floor Suite meeting rooms 3 & 4
Thursday 14 November, Second Floor Suite meeting rooms 3 & 4
Thursday 16 January, Second Floor Suite meeting rooms 3 & 4
Thursday 13 February, Second Floor Suite meeting rooms 3 & 4