

**Minutes of the Schools Forum Meeting**  
**9<sup>th</sup> February 2017**  
**(4.00 pm, Training Room 4, BEST hub, Colindale)**

<b>Attended</b>	<b>Name</b>	<b>Representing</b>	<b>Type of Member</b>	<b>Member until end</b>
<b>Members</b>	Beata Felmer	London Academy	Substitute for Angela Trigg (Academy Principal)	
	CLlr Brian Salinger	Livingstone	Substitute for Elizabeth Pearson (Primary Community Gov)	Sep 2019
	Gilbert Knight	Oakleigh	Special School Governor	Sep 2019
	Jeanette Adak	Monkfrith Primary	Primary Community HT	Sep 2019
	Jo Djora	The Hyde Academy	Academy School Principal	Jul 2017
	Joanne Kelly	Pavilion PRU	Pupil Referral Unit	Sep 2019
	Jodi McCallum	Early Years Learning Alliance	Nursery Community HT	Nov 2019
	Keith Nason	NUT	Stakeholders - Unions	Sep 19
	Lesley Ludlow	Moss Hall Infants	Primary Community Governor	Apr 2017
	Sarah Vipond	Middlesex Uni. Nursery	Private Early Years Provider	Sep 2019
	Simon Horne	Friern Barnet	Secondary HT	Oct 2017
<b>LA Officers</b>	Claire Gray	School Funding Manager	LBB Officer	
	Val White	Lead Commissioner	LBB Officer	
	Karen Pearson	Head of Early Years	LBB Officer	
	Nick Adams	CSG – Finance Manager	LBB Officer	
	Catherine Peters	CSG – Head of Finance	LBB Officer	
	Cinzana Khan	CSG – School Funding	LBB Officer	

	<b>Did not attend</b>			
<b>Members</b>	Andrew McClusky	Hasmonean High School	Academy School Principal	Oct 2018
	Jude Stone	Cromer Road	Primary Community HT	Mar 2018
	David Byrne	Barnet & Southgate Col	14-19 Provider Representative	
	Jack Newton	Grasvenor Infants	Academy School Principal	Nov 2018
	Robin Archibald	Broadfields Primary Academy	Academy School Representative	July 2019
	Lesley Burgess	Northway	Special School Headteacher	Sep 2019
	Michael Whitworth	Wren Academy	Academy School Principal	Nov 2019
	Angela Trigg	London Academy	Academy Representative	Sep 2019
	Elizabeth Pearson	Livingstone	Primary Community Gov	Sep 2019
	Nigel Taylor	Child's Hill	Primary Community Gov	May 2018
	Matthew Glenn	St Mary's & St John's	Primary VA/Foundation HT	Apr 2018
	Anthony Vourou	St John's N11	Primary VA/Found. Governor	Sep 2019
	2 VACANCIES		Primary Community HT	
	VACANT		Primary Foundation/VA Gov	
	2 VACANCIES		Primary Foundation/VA HT	
	VACANT		Secondary Community/VA Governor	
	VACANT		Secondary Community/VA Headteacher	

	VACANT		Academy Representative	
	VACANT		Special Academy Representative	
<b>Non Members</b>	Cllr R Thompstone	Lead member for Children's Services	Elected Member	
	Ian Harrison	Education & Skills Director (Cambridge Education)	LBB Officer	
	Chris Munday	Commissioning Director for Children and Young People	LBB Officer	

In GK's absence, SH (Vice-Chair) started the meeting.

#### **1. APOLOGIES**

Apologies were received from Ian Harrison, Nigel Taylor, Matthew Glenn, Elizabeth Pearson and Angela Trigg. Cllr Brian Salinger attended as substitute for Elizabeth Pearson, Beata Felmer as substitute for Angela Trigg.

#### **2. DECLARATIONS OF INTEREST**

None.

#### **3. MINUTES OF PREVIOUS MEETING**

Agreed as a true and accurate record.

#### **4. MATTERS ARISING**

VW updated the Forum on the Apprenticeship Levy. The government has confirmed that staff costs of community schools will count towards the liability of the council. This is considered unfair and organisations are continuing to lobby central government to create a level playing field between schools. In the meantime, for the first year, due to the uncertainty associated with the levy implementation, the council proposes that it will cover the cost of levy contributions for community schools, rather than pass the cost on to individual schools. This is a significant investment for the council, likely to be in the region of £300-£400k. The introduction of the levy does represent a significant increase in investment in apprenticeship training however, and it is hoped that this will result in a significant increase in the number of local people taking up apprenticeship opportunities. It is envisaged that schools will very actively promote apprenticeship opportunities and at end of 2017/18, if it is felt that more apprenticeships would be generated by passing on levy contributions directly to schools, this option will be considered. As an indication of the potential impact on

community school budgets, school levy contributions are currently in the £2k- £20k range

Cllr BS asked when bulge classes for September 2017 were going to be decided. VW said the decisions had already been made.

## **5. ITEMS FOR INFORMATION**

CP introduced the item and drew attention to the financial report circulated. She explained that since the last Schools Forum meeting on 8<sup>th</sup> December 2016, there had been no changes to the budget.

The third quarter provisional monitoring position forecasts an increase in the overspend of £247k. If there is an actual overspend, this will be the first call on DSG reserves. CP went on to explain the reasons for over and underspends shown on the table in Appendix 1 by S251 line reference.

CP said there were no calls on contingency anticipated, there was a reduction in net movement in OOB provision, additional bulge classes had resulted in an overspend, there had been a reduction in spend due to Oak Lodge's academy conversion, increased expenditure for EYVF, but there was a small underspend that was less than Q2 projections. There has been a reduction in grant income.

The reserve position was £5m at the beginning of the year and there will be a drawdown of approximately £1.3m.

SV asked if there were any changes to the FEE2 eligibility criteria.

KP replied that EYVF was an additional type of funding, separate to FEE2, for children on a social care plan. They will now receive funding for a fixed period of time, usually 12 weeks rather than ongoing funding, at which point a progress review takes place.

## **6. TOWARDS A NATIONAL FUNDING FORMULA**

### **6a) 2017/18 Draft Budget**

CG presented the paper in IH's absence, referring to the table on page 21. She explained it had been updated since the December meeting and includes known as well as new DfE information.

The gross schools block income had been updated using pupil numbers on the October 2016 census and the net figure deducts academy recoupment. The cost of copyright licensing has been factored into the total, it is a deduction from the DSG.

EYPP and the new Early Years Disability Access Fund (EY DAF) is also included in the DSG income total.

The disability access fund (DAF) is being introduced as part of the Early Years National Funding Formula (EYNFF) from 2017/18 to help children with special educational needs (SEN) access early years places.

Under the terms of the EYNFF, local authorities must pass on at least 93% of the funding for 3&4 year olds to providers. Barnet is complying with this, with a notional pass through rate of £5.44 to providers.

There will be a new school admissions post, costing £40k, to increase school numbers.

Lines 1.5.1 to 1.5.3 are new lines on S251 in relation to former ESG statutory (retained) duties. The expenditure on these lines is £797k, matching the allocation received and retention of this funding was approved by Schools Forum at the last meeting.

The main call on the DSG underspend was to fund the cost of growth. CP stated the expected call on reserves for 17/18 would be £1.5m. Moving forward and as a result of implementation of the NFF in 2018/19 and 2019/20, there is likely to be a further call on reserve to fund growth.

Cllr Brian Sallinger asked with regard to school admissions whether the Education department funds investigating fraudulent school applications. VW replied that the council bears this cost centrally.

## **6b) APT submission**

CG introduced the paper and said that the Minimum Funding Guarantee continues at -1.5%, as in 2016/17. She went on to explain that under capping arrangements applied for 2017/18, schools would retain up to 2.25% of any gains to ensure as many schools as possible were above the minimum funding level prior to implementation of the National Funding Formula.

As a result of the revised IDACI bands published by the ONS in 2015, the funded bands have been reprofiled by the DfE.

Barnet always paid the top 3 bands, but as no Barnet pupils fell into Band 6, Bands 3, 4 and 5 were used in 2016/17. Due to the reprofiling, Barnet now has pupils in the most highly deprived Bands, so we have reverted to funding the top 3 most deprived bands, now classified as A, B and C.

The formula funding rates shown on page 23 have been submitted on the APT and will be going to CELS for ratification on 21<sup>st</sup> Feb.

## **6c) Early Years**

KP reminded members that the EYNFF was announced in December 2016, and that an additional 15 hours free entitlement would be available for eligible children from September 2017. The hourly rate received by Barnet will be £5.90 per hour per child. The Early Years block income has been based on estimated January 2017 EY pupil numbers.

Under EYNFF requirements, a universal base rate must be paid to all providers, and LAs must include a deprivation supplement within the local formula. 93% of EY funding received must be passed on to providers.

KP talked about the options on page 25, which showed different early years funding proposals. Lower supplements mean a higher base rate. Option 1, with the lowest supplement of 5% and a higher base rate was chosen. As a result of this, the base rate being paid by Barnet will be £5.17 per hour to all providers. This base rate will be the same for the universal 15 hour entitlement and the additional (working parent) 15 hour offer.

The EYPP rate to providers remains at 0.53p per hour per eligible child, the same as in 2016/17. The EYPP allocation is based on actual take up, so income received matches expenditure.

The income received by Barnet for 2 year olds is £5.92 per hour but Barnet will continue to fund providers at £6 per hour.

KP explained that although the same universal base rate must apply to all providers, a maintained nursery school supplement could be paid under the EYNFF to ensure that their funding remained at 2016/17 levels.

Cllr BS asked why Barnet was the only local authority that doesn't make a lump sum allocation to maintained nursery schools or why the Early Years formula does not cover NNDR.

CG explained a working group that was set up to discuss these issues came to the conclusion that private providers (PVI's) also faced similar premises costs as nurseries. Barnet's maintained nursery schools have received additional lump sum allocations agreed by the Schools Forum in the form of transitional funding in order to allow additional time to move towards the EYNFF.

KN asked if extra funding for nurseries would be continuing.

CG replied that it would, but only until the gap between nursery schools and other providers closes. There will be a £0.30 supplement per hour per child for maintained nursery schools in 2017/18, to ensure that they receive the same level of funding as they did in 2016/17. Barnet will submit evidence of this supplement to the DfE as requested to ensure we receive this allocation within the Early Years Block.

JM said the past 3 years have been very difficult for nurseries and that 4 outstanding nursery schools will close because of this lack of extra funding. She said qualified teachers cost the nursery schools more.

VW stated that many PVI's have the same issue regarding qualified staff, and also have to deal with the lower pupil:teacher ratio of 8:1 SV agreed that this is also an issue for PVI providers.

VW said that we would be moving to a nationally set EYNFF and funding for it was not Barnet's decision. The Schools Forum is also consulted on funding issues and provides a balance across all sectors and types of schools.

KP continued presenting the Early Years Funding Formula paper. She provided details of the SEN Inclusion Fund and the Disability Access Fund (DAF) – a lump sum paid to providers at the rate of £615 per child per annum for eligible children.

DAF is designed to provide greater access to Early Years for HN children. SEN Inclusion funding is expected to target Early Years children who have EHCPs or emerging/complex needs.

KN asked if more SEN funding was expected due to the increase to 30 hours. CG said yes, the SEN Inclusion Fund has been set at £200k to cover this additional demand.

## **6d) NFF consultation, stage 2**

This item details Barnet's proposed response to the NFF and High Needs consultations, due to close on 22<sup>nd</sup> March 2017.

The government has advised that a soft national funding formula will apply for 2018/19. The DfE will calculate the Schools Block and pass funding to the LA. The LA will have some discretion regarding movement between blocks to cover some parts of the formula, particularly growth.

In 2019/20, the hard formula will be introduced and used to calculate individual school's funding. Most London authorities will lose funding, but outer London authorities lose less than inner London.

Individual schools could lose up to 1.5% of their funding when the NFF is introduced.

Barnet is anticipating a gain of up to 2.4% on the central services block. The MFG will continue at -1.5% in 2018/19 and 2019/20 and schools gaining under the national funding formula will be allowed a maximum gain of 3% in 2018/19 and 2.5% in 2019/20.

The government will be putting an emphasis on prior attainment, a funding factor Barnet has not used previously as it didn't feel the data collected was reliable.

Lump sums per school will be set at £110k. The lump sum currently paid to schools is £122k but the difference will be protected by the MFG.

Overall, if the NFF had been implemented in 2016/17, Barnet would have lost 0.8% in funding. If transitional protection had been applied, then the actual reduction would have been 0.3%.

The impact of the proposals hasn't been possible to model due to the complexity of the formula factors.

In conclusion, the main change for Barnet will be implementing prior attainment funding.

SH commented that the figures are not as high as those shown in the press and on committee websites. CG said because of flexibility between blocks, the effects of the NFF could be dampened.

JD said the COLLECT website shows what individual funding would be on the NFF, but CG warned that these figures are based on 2016/17 baseline data and are what schools would have received if the NFF had been implemented in 2016/17.

## 7. CHANGES TO THE SCHEME FOR FINANCING SCHOOLS

NA presented the item, explaining there were 4 main changes:

- 1) Salaries: non-teaching employees to be paid in accordance with the Unified Reward Scheme
- 2) That the council should be allowed to examine the medium term financial plans of schools. It is important to know schools are prepared with 3 year plans and the council should be able to check whether they are realistic and to help avoid schools being in deficit positions.
- 3) Schools would be audited in a 3-5 year cycle. The audit committee found, on rare occasions, that high-priority recommendations weren't implemented.

BS advised that the audit committee can request that chairs and heads appear before them if the recommended actions are not put into place.

- 4) It is proposed to increase the level of spending for building works and ICT purchases to £6,000. It is a considerable increase but the current level doesn't meet requirements. The new levels would assist schools.

LL asked whether a model appraisal framework for non-teaching staff would be provided in light of implementation of the Unified Reward scheme in community schools. This was confirmed.

Cllr BS said with regards to IT in larger schools, spending £6k was not difficult. However, in smaller schools, this amount would be difficult or impossible to spend.

GK said this wasn't really the case, and referred to his own school as an example, which needed to spend £12k on a new server.

NA added that it depended on how the school's ICT plan was formulated.

GK said that a decision was required for the proposed Scheme changes but the meeting was not quorate (BF had left the meeting early).

SH said the only option was to vote to recommend as it was not possible to delegate the decision to the chair as the meeting was not quorate.

Result of vote to recommend: Approved (but meeting not quorate)\*\*.

*Post meeting note: In light of the high level of Schools Forum vacancies, the number of members currently needed for the meeting to be quorate is 9 (40% of 21 voting members, excludes vacancies). There were 10 voting members in attendance at the February meeting, so the minutes now show that this items has now been recorded as quorum approved.*



## 8. ANY OTHER BUSINESS

### Closing bulge class adjustments

CG presented this paper and asked if a vote could be taken to recommend a funding adjustment for closing bulge classes, so that bulge classes/pupil numbers could be adjusted when they move out of the schools upper year group.

BS asked what would happen if a school needed to make someone redundant as a result of a bulge class leaving and therefore incurred extra costs because of this.

SH said the schools might have made different arrangements, such as taking on temporary staff for a bulge class.

KN commented that just because someone was on a temporary contract, this did not mean they didn't incur redundancy costs.

GK asked how often something like this happened. CG said this applied to 4 schools for 2017/18.

VW stated this had previously been approved by Schools Forum, but continued approval was required.

The vote to recommend was unanimous, but the meeting was not quorate\*\*.

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### Meeting Attendance

Keith Nason suggested writing a letter to those who did not attend the meeting to ensure that it would be quorate in the future.

## 9. DRAFT AGENDA FOR NEXT MEETING

Members approved the draft agenda for the next meeting:

1. Apologies
2. Declarations of interest
3. Minutes of previous meeting
4. Matters arising
5. Items for information
6. Towards a National Funding Formula
7. Draft agenda for next meeting
8. Dates of future meetings
9. Appendices

## 10. DATES OF FUTURE MEETINGS

- 11 May 2017 4pm, BEST hub
- 6 July 2017 4pm, BEST hub

The meeting finished at 5:30pm