Waltham Forest

Schools Forum	6.30pm – 17 October 2012 Waltham Forest Town Hall Council Chamber

Attendees:

Head Teacher Representatives:
Peter Falconbridge – Joseph Clarke School
Maureen Okoye – Davies Lane Primary School
Lynnette Parvez – Kelmscott School
Claire Toberman – Low Hall Nursery School & CC

Governor Representatives:
Cllr. Nicholas Russell – Davies Lane Primary School

Non School Representatives
Julian Lee – PRUs / Alternative Provision Representative
Msgr George Stokes – Diocesan Representative
Steve White – Union Representative

Academy Representatives
Matt Hanks – Roger Ascham Primary
Mark Morrall – Chingford Foundation / Rushcroft **(Acting Chair)**

LBWF
Debbie Callender – CYPS (minutes)
Sanjaya Gunatilake - CYPS
Graham Moss - CYPS
Rishi Peetamsingh - CYPS
Duncan Pike - CYPS
Jaynn Taylor - CYPS
Raina Turner – CYPS

Also Present
Adele Bird – Waltham Forest Dyslexia Association
John Hemmingway – Willowfield Humanities College
Graham Jackson – Willowfield Humanities College
Dave Knight – UNISON
Jo Littman – WF PLA/TSA

Minutes			
Agenda item: 1	**Welcome and Apologies for absence**	**Presenter**	**Chair/Clerk**
1 1.1 1.2	Acting Chair welcomed all to the meeting and especially welcomed Beverley Hall (St Mary's and Saviours Federation) and Julian Lee (Vulnerable children and young people in PRUs and alternative provisions) as new members. Apologies for absence were received from Beverley Hall (St Mary's and Saviours Federation) via Jo Littman, John Hernandez (Norlington School), Barbara Barnard (Gwyn Jones Primary), Aktar Beg (Edinburgh Primary), Peter Dawe (Chair) (Woodside Primary), Ian Moyes (Heathcote), Mohammed Qureshi (George Mitchell) and Pauline Thomas. Member recorded as absent: Rukhsana Yaqoob		
Agenda item: 2	**Minutes of the previous meeting held on 19th September 2012**		**All**
2 2.1	The minutes of the meeting held on the 19th September were checked for accuracy and then signed off by the Acting Chair as a true record of the meeting. **Matters Arising** • None were raised		
Agenda item: 3	**Single Status Update (For Information) – *standing item***	**Presenter:**	**Written Statement**
	The written single status update was sent to School Forum members in advance of the meeting. All content was duly noted.		
Actions:	**1. Forum members to contact Gerry Kemble with further queries.**		
Agenda item: 4	**Consultation on Centrally Retained Funding (For Action)**	**Presenter:**	**Rishi Peetamsingh**

	Rishi Peetamsingh presented the report to members and the following content was discussed: • Since November 2011 Schools Forum and schools have been informed about the new funding arrangements being introduced by the DfE for 2013-14 and were finalised in July 2012. • Central funding will be split over three funding blocks called Schools Block, the Early Years Block and the High Needs Block. • Within the Schools Block the new regulations allow certain functions to be retained centrally for the benefit of schools. • There are three groups of functions that can be retained centrally and they need approval from Schools Forum to do this. • Growth Fund approval has already been given by Schools Forum in September. • The Local Authority requires the approval from Schools Forum on the amount to be retained before delegation of funding occurs. The following responses/queries were received: • There appears to be a decrease of expenditure for Schools Admissions, from £788,000 to the sum delegated to Schools Block (proposed for retention in 2013-14) to £738,000. • Would this be completed in time for the service needs? **Response:** as highlighted i*n Table 1: Budget Central Expenditure 2012/13 and budgets to be moved into the Schools Block* shows the various headings that constitute central expenditure as defined by the Section 251 statutory budget return. The government has limited the expenditure for Schools Admissions. However, £50,000 of the £788,000 is recorded against the Early Years Block because this service also deals with nursery ages. • How is the Trade Union expenditure broken down? **Response**: Central amount for trade unions that the Local Authority employs and full sum to be retained for facility time. A separate report has been distributed in advance of the meeting and will be discussed fully under agenda item 6. • Does it include non-teaching trade unions? **Response**: Raina Turner will check this and report back at the next meeting. • Why is there a gap in funding for Schools Admissions? **Response:** The DfE advice is quite specific. More and more schools are becoming academies, therefore they are responsible for their admissions service. Forum members were asked to review the *Action by Schools Forum.*

Actions:	Forum members noted contents of the report. Forum members agreed: a) **To note the current and proposed level of funding held centrally by the Local Authority and the change in format under the new arrangements.** b) **To agree that schools and Academies are invited to comment on the functions to be retained. Feedback will follow at Schools Forum to be held on 5th December 2012.**		
Agenda item: 5	**Consultation on De-delegated Funding and Pooling arrangements for 2013-14 for maintained schools – (For Action)**	**Presenter:**	**Rishi Peetamsingh**
	Rishi Peetamsingh presented the report on the Consultation on De-delegated Funding and Pooling arrangements for 2013-14 for maintained schools. Rishi confirmed the changes affecting Central Expenditure and Pooled Budgets following new regulations being introduced in 2013-14. The following points were raised: • Informing schools the LMS Contingency does not have to be £600,000. • The current occupational health contract expires in June 2014. The Local Authority is tied into this contract until then. If schools do not wish to continue with the contract, HR must be informed. • The Local Authority recommends that this budget is de-delegated unto June 2014. • It will then be returned to schools or the contract renewed on behalf of schools. • The re-organisation due to growth in size is covered by the Growth Fund of £2.85 million agreed by Schools Forum in September 2012.		

Actions:	Forum Members noted the content of the report Forum members agreed: **a) To note the current level of funding held centrally by the Local Authority, that can de-delegated and the amount of pooled funding in 2012-13.** **b) To agree that schools and Academies are consulted on the functions to be de-delegated and pooled. Feedback will follow at Schools Forum to be held on 5th December.**		
Agenda Item 6	**Funding for Trade Union Facilities Time Key Arguments on Provision and Retention of Funding (For Decision)**	**Presenter:**	**Steve White**
	Steve White presented the report on trade union facilities time. The following points/queries were made: • The report outlines key arguments about the case for adequate facilities time and the case for centrally retaining this through de-delegation. • Trade union representatives carry out a range of complex and demanding activities. • Dave Knight from UNISON asked whether this would apply to non-school unions also. • Secondary headteachers are in the process of discussing this and an update will be made at their heads meeting in December. • Primary headteachers are having their meeting to discuss this.		
Action	**Forum members agreed the consultation**		
Agenda item: 7	**Schools Block and funding to be delegated to schools in 2013/14 – (For information and guidance on priorities for distributing unallocated funding)**	**Presenter:**	**Graham Moss**
	Graham Moss presented the report on *Schools Block and funding to be delegated to schools in 2013/14*. *The Schools Block – 4th October 2012 Census* report was tabled at the meeting. The main points/queries that were raised were: • Primary headteachers raised concerns on the ratio of funding per pupil between primary and secondary phases. • Using the DfE Toolkit version 3 to calculate school budget shares • The increase in the size of the Schools Block based on 2012/13 funding adjustments means the Local Authority can allocate additional funding to schools by increasing the primary phase AWPU, resulting in reducing the ratio of funding per pupil between primary and secondary phases • Raising the Ceiling Gain to enable schools that gain from the new funding arrangements to keep more of their gain. • Why can't underspend work also for primary schools? **Response**: The dilemma is there is no proof that primary schools are underfunded. £2 million was added to their balances this year so that is sufficient enough. • Primary schools that are financially fragile would need to have a strategy and accept support in ensuring they do not overspend. **October Census** The main points/queries that were raised:		

	• Primary NOR has decreased due to 4FE fewer admissions into reception classes. • Members were asked what strategy they want the Local Authority to follow. • If the Ceiling Gain is increased from 3% to 3 ½% the gain would be given to both primary and secondary phases. • There would not be another opportunity to discuss this after the December meeting. • Members were asked to provide an indication of what strategy the Local Authority should follow. • The final data will not be available until mid-December which is after the December meeting taking place on the 5th. • After it was suggested increase the Ceiling Gain, headteachers agreed this strategy.		
Actions:	Forum members noted the content of the report *Schools Block and funding to be delegated to schools in 2013/14* Forum members agreed 1. **To note the forecasted increase in funding available to be allocated to schools and Academies in 2013/14.** 2. **To discuss and offer guidance on the options outlined in the report to allocate the additional funding and in particular start to reduce the per pupil funding ratio between the primary phase and secondary phase** Forum members noted the content of the report *Schools Block – 4th October 2012 Census* Forum members agreed • **To note the content of the report and discuss any issues arising in it.** • **To confirm their advice on the allocation on any unallocated funding that may be left after the Local Authority is informed by the EFA and DfE in December 2012 on the final value of DSG and individual school's NOR and pupil characteristics data which will determine final school budget shares.** • **To agree that provisional school budget shares of £176.054m and provisional Pre-16 Pupil Growth Fund allocations should be sent to schools and Academies before the end of October 2012 to assist early financial planning for 2013/14.**		
Agenda Item 8	**Any Other Business**	**Presenter:**	**All**
	None was raised		
Agenda item 9	**Date of next meeting – Wednesday 14th November 2012, Council Chamber, Waltham Forest Town Hall, commencing at 6.30pm** (Refreshments from 6.00pm)		

Meeting finished at 7.26pm