

THE KIRKLEES SCHOOLS FORUM

Public meeting

Friday 24th October 2014
10:30 – 11.30am
Tolson Museum

Ravensknowle Park, Wakefield Road, Huddersfield HD5 8DJ

Present:

	Nursery School Heads (1)
Michelle Lee [Chair], Diana Wilson	Primary School Heads (6)
	Middle School Heads (1)
Ian Ellam, Loz Wilson	High School Heads (2)
Nicky Rogers	Special School Heads (1)
Mike Cook	Academy Heads (2)
Martin Ridge	Pupil Referral Units (1)
	Kirklees Governors (1)
Hazel Danson (NUT), Alison Whiteley (ATL)	Non-school members (5)
Angela Farmer (Senior Finance Officer) David Gearing (Financial Delegation Manager); [Minute Clerk] Liz Singleton (Deputy AD – Children & Adults)	Officers in Support
	Observers

Election of Chair and vice-Chair

In order to commence Schools Forum business for academic year 2014/15, the election of a Forum Chair and vice-Chair was conducted at a Forum briefing meeting held on 12th September. Michelle Lee was elected to serve as Forum Chair and Mike Cook was elected to the position of Forum vice-Chair. No other nominations were received.

1. Apologies for absence

Apologies had been received from Jo-Anne Atkinson (Academy Heads), Gillian Collins (ATL) [Alison Whiteley substitutes], Sarah Ellis (Pre-School Learning Alliance) and David Smith (Director of Resources).

2. Minutes of the Schools Forum Public meeting held on 11th July

The minutes were agreed to be a true record of the meeting.

3. Matters arising from the Schools Forum meeting 11th July

No matters were raised.

4. Summary of agreed submission arrangements to Education Funding Agency (EFA)

Exceptions application to the EFA

Local authorities were given until the end of September 2014 to request variations to the basic operation of the Schools Block Funding Formula for funding year 2015-16. Kirklees asked for and has received approval for the variations below.

- **Lump sum allocation to merged schools**

For schools which have resulted from the merger of two or more previous schools the loss of one or more lump sum payments is a significant financial pressure. The regulations say that in the first year following the merger the school should receive an additional lump sum protection amount to deliver 85% of the value of the previous number of lump sums. For a school formed from the merger of two previous schools, $2 \times \text{£}130,000 \text{ lump sum} \times 85\% = \text{£}221,000$ less one continuing lump sum of $\text{£}130,000 = \text{£}91,000$ temporary additional support.

The EFA has left it to local authorities to determine alongside their Schools Forums what the level of additional support should be for schools in their second year following merger. It was agreed to ask permission to use a 70% protection rate which would effectively reproduce the $\text{£}39,000$ withdrawal of funds that the merged school would experience in the first year following merger. So the additional lump sum support for the second year will be $\text{£}52,000$.

- **Variation to pupil numbers for school growing by year group**

Local authorities were encouraged to apply to vary the pupil numbers in the provided data set in the case of any school which is growing provision year group by year group. Royds Hall Community School is the only school currently in this position. What was a high school has expanded its age range to incorporate primary children and admitted its first cohort of reception children last month. It will have a reception year and a new year 1 from September 2015. Permission has been granted to build in the reception pupils (full year) and the Year 1 pupils (for seven months) into the draft 2015-16 funding allocation to be submitted by 31st October 2014. For the final 2015-16 submission to the EFA only the part-year numbers in Year 1 will need to be adjusted for as the reception numbers will by then be showing in the new data set.

Agreed draft submission arrangements for central retention and de-delegation

Central Retention

The table below reflects the position reached with the Centrally-retained Schools Block budgets to inform the draft submission to the EFA. Discussions will continue over the next couple of months to resolve any outstanding matters for decision.

Budget provision	£	Notes	Position reached
Pupil Growth Fund	600,000	Discretionary amount	Agreed
Falling Rolls Fund	200,000	Discretionary amount	Agreed –reduced from $\text{£}365,900$
Servicing of Schools Forum	31,000	No increase allowed	Agreed
School Admissions / Organisation & Planning	833,500	No increase allowed	Agreed
Historic DSG pension commitments	170,400	No increase / no new commitments	Agreed
School milk – administration costs	26,000	No increase allowed	Agreed
School Safeguarding Officer	48,400	No increase allowed	Still being discussed

Primary sector commissioning fund	171,500	No increase allowed	Still being discussed
Secondary sector commissioning fund	278,800	No increase allowed	Still being discussed
Provision for central LAC / NEET etc	45,100	No increase allowed	Agreed
National Copyright Licence	172,700	Mandatory budget – EFA annual invoice to meet	Agreed
TOTAL	2,577,400		0.944% of indicative 15-16 Schools Block

School Safeguarding Officer – further information to be considered by constituent groups – revised job description for the schools post and accompanying note about the roles and responsibilities of the post. Forum has also requested a paper detailing what the local authority provides from its budget related to the safeguarding of children to further clarify where responsibilities lie.

Learning Service commissioning funds – constituent groups to consider the further information provided about how the funds have been committed in the previous year and provide feedback.

De-delegation

The table below reflects the agreed position reached with de-delegation arrangements (for maintained schools only) to inform the draft submission to the EFA. Discussions will continue over the next couple of months to resolve any outstanding matters for decision.

Budget	Primary per pupil	Secondary per pupil	Notes
School Contingency	-£13.11	-£16.43	Reduced cf 14-15 values of -£16.27 and £20.39
Free school meals eligibility	-£1.03	-£1.29	No change
Maternity / paternity	-£16.25	-£20.37	No change
Trade union duties	-£5.72	£0.00	Still being discussed
Public Duties	-£0.16	-£0.20	No change
International new arrivals	-£1.58	-£1.98	Still being discussed
Nurture Groups	£0.00	£0.00	Transitional support ended
TOTALS	-£37.86	-£40.28	Compared to 2014-15 values of -£42.69 and -£46.33 respectively

Trade Union Duties – maintained secondary schools to confirm their decision for 2015-16 following further information provided by HR and a changed cohort of schools to 2014-15.

International New Arrivals – Forum has requested more information about how the service is operating and being used by schools before referral to constituent groups.

Agreed draft submission formula factor values

The agreed changes to the Falling Rolls Fund, the revised School Contingency de-delegation target, the fall out of Nurture Group support in de-delegation together with some savings

within the school business rates factor produce the following enhancements to basic age-weighted pupil unit funding in the draft submission: -

	Primary AWPU	KS3 AWPU	KS4 AWPU
Increase in the basic AWPU value	+£5.28	+£7.53	+£9.29
Increase in AWPU following de-delegation	+£10.12	+£13.58	+£15.34

All the other pupil-led funding factor values in the draft submission were kept at their 2014-15 levels.

The actual AWPU values for 2015-16 will, of course, be largely dictated by the October 2014 pupil census data and the consequential volume changes within each of the pupil-driven funding factors. The 2015-16 data set should be made available to local authorities by the end of November and it will be a couple of weeks after that when the schools block funding allocation to Kirklees for 2015-16 is confirmed.

Details of the draft 2015-16 submission of Kirklees' Schools Block funding arrangements were reported to Cabinet on 21st October and subsequently approved without amendment.

5. Any other business

It was commented that Forum meetings really do need a protocol to govern when photocopied materials are to be made available. The amount of unused copies brought to meetings on the off chance they might be needed is wasteful (even if recycled). It was agreed that spare copies of agenda papers will only be made available in future if their electronic versions are sent out to representatives within a couple of working days of the meeting.

Dates and times of next meetings

Friday 12th December 2014, 9:30am to 11:30am.

Venue: to be confirmed.

Friday 27th March 2015, 9:30am to 11:30am.

Venue: to be confirmed.