

HILLINGDON SCHOOLS FORUM

Minutes of the meeting held on Tuesday 22 March at 1pm via Zoom

Voting members

NAME	ORGANISATION	ATTENDANCE	TERM ENDS
Maintained Nursery (1)			
Ludmila Morris	McMillan Early Childhood Centre	PRESENT	Sep 2024
Maintained Primary - Schools (4)			
Rachel Anderson	Dr Triplett's School	PRESENT	Sep 2023
Duncan Greig	Breakspear Primary School	PRESENT	Sep 2025
Kris O'Sullivan	Deanesfield Primary School	PRESENT	Sep 2024
Carly Rissen	Colham Manor	PRESENT	Sep 2024
Maintained Primary - Governors (4)			
John Buckingham	Glebe Primary School	APOLOGIES	Sep 2024
Jim Edgcombe (CHAIR)	Whiteheath Junior School	PRESENT	Sep 2024
Tony Eginton	Minet Nursery & Infant School & Hillside Junior School	PRESENT	Sep 2024
Phil Haigh	Cherry Lane Primary School & Meadow High School	PRESENT	Sep 2024
Maintained Secondary (1)			
Dan Cowling	Oak Wood School	APOLOGIES	Sep 2026
Maintained Special (1)			
John Goddard	Hedgewood School	PRESENT	Sep 2022
Academies (9)			
Aftab Ahmed	Guru Nanak Sikh Academy	APOLOGIES	Sep 2023
John Garner	Ruislip High School	PRESENT	Sep 2026
Tracey Hemming	Middlesex Learning Partnership	PRESENT	Sep 2024
Nicola Kelly	Charville	PRESENT	Sep 2024
Helen Manwaring	Swakeleys School	PRESENT	Sep 2022
Catherine Mosdell	Frays Academy Trust	PRESENT	Sep 2023
David Patterson	Queensmead School	PRESENT	Sep 2023
Colin Tucker	Ryefield	PRESENT	Sep 2024
Sandra Voisey	Laurel Lane Primary School	PRESENT	Sep 2023
Special Academies (1)			
Sudhi Pathak	Eden Academy Trust	PRESENT	Sep 2026
Alternative provision (1)			
Laurie Cornwell	The Skills Hub	ABSENT	Sep 2024
Private Voluntary & Independent Early Years Providers (2)			
Elaine Caffary	4 Street Nursery	PRESENT	Sep 2024
(vacant)			
14-19 Partnership (1)			
(vacant)			

Other attendees (non-voting)

Independent Non-Maintained Special School			
Debbie Gilder	Pield Heath School		APOLOGIES
Shadow Representative (Maintained Primary - Schools)			
Rachel Blake	Bishop Winnington-Ingram		NOT REQUIRED
Eleesa Dowding	Harmondsworth		NOT REQUIRED
Shadow Representative (Maintained Primary - Governor)			
Jo Palmer	Hillside Infant School and Hillside Junior School		PRESENT
Graham Wells	Colham Manor Primary School		NOT REQUIRED
Local Authority Officers			
Kate Boulter	Clerk		PRESENT
Vikram Hansrani	Assistant Director, SEND & Inclusion		PRESENT
Dan Kennedy	LA		PRESENT
Graham Young	Lead Finance Business Partner - School		PRESENT
Observers			
(none)			PRESENT

		ACTION
1.	<p>INTRODUCTION & APOLOGIES</p> <ul style="list-style-type: none"> Apologies were accepted and recorded in the attendance list (above). The Chair confirmed the meeting was quorate and could proceed to business. The government guidance for schools forums (Schools Forum Operational and Good Practice Guide) allowed for meetings to be held remotely permanently. There would be an agenda item at the next meeting to discuss members' views on whether to continue with remote meetings or resume in person meetings. Now that new members had joined, training would be arranged. This would remain on the agenda until completed. It was noted that the reports for this meeting had been circulated very late. The Forum acknowledged there was pressure in the Finance Team and requested the LA address this to ensure reports were able to be prepared in good time for meetings. 	<p>GY</p> <p>GY/KB</p> <p>LA</p>
2.	<p>MINUTES OF PREVIOUS MEETING</p> <p>The minutes of the meeting held on 18 January 2022 were AGREED as a correct record of the meeting.</p>	
3.	<p>MATTERS ARISING</p> <p>(a) MEMBERSHIP</p> <ul style="list-style-type: none"> Following calls for nominations, Dan Cowling had been elected unopposed as Maintained Secondary representative, John Garner elected unopposed as Academies representative and Sudhi Patak elected unopposed as Special Academies representative. Uxbridge College had been approached to nominate a 16-19 representative. The LA continued to seek a suitable candidate for the PVI Representative vacancy. <p>(b) SCHOOL PROVISION FOR CHILDREN FROM ASYLUM SEEKER FAMILIES</p> <p>DK had been in communication with the Home Office regarding additional funding for schools taking large numbers of refugee and asylum seeker children. No additional funding had been confirmed yet. DK had met with PH and TH who represented the affected schools Cherry Lane and William Byrd and was trying to convene a meeting with the Home Office. The government's response so far had been that the additional children would be funded in the next census.</p> <p>The Forum acknowledged that the situation was causing financial pressures for the affected schools, which were required to support the children using existing teaching, administrative and pastoral resources. The Forum requested that the LA provide an update on the position at the next meeting and the affected schools provide details of the impact, if the situation remained unresolved.</p> <p>(c) RUISLIP HIGH SRP</p> <p>This was discussed at Minute 4a – High Needs Group minutes.</p> <p>(d) SCHOOL FORUM MINUTES ON LBH WEBSITE</p> <p>Minutes of the Forum's meetings had been published on the LA website, and the agenda and non-confidential reports would be published for each meeting.</p>	<p>GY</p> <p>PR</p> <p>DK/TH/PH</p>
4.	<p>FEEDBACK FROM SUB-GROUPS</p> <p>The Forum NOTED the minutes of the sub-groups and the following items were discussed:</p> <p><u>High Needs Group – 8 March 2022</u></p> <ul style="list-style-type: none"> Officers had confirmed that the SRPs at Ruislip High were funded through SEND Capital and the cost of the Capital funding (£1.1million) would be repaid by the LA into the SEND grant pot as the buildings were not being used as SRPs. The YPA had been inspected by Ofsted in December 2021 and put into special 	

measures for reasons including safeguarding. The LA was working with the DfE, RSC and the Trust to discuss the impact and actions. The current building was not considered to be fit for purpose, and the YPA would be moving to new premises in April. The LA had been about to embark on a new free school with the Trust which could not progress while YPA was in special measures. As a result of the safeguarding issues, the LA could not currently place any children at the YPA and was looking at alternative SEMH settings. The existing site would be turned into a car park and play area.

The Forum commented that:

- Ruislip High was an academy and the LA was effectively funding its new building.
- Schools were not made aware that the LA was looking to set up more SRPs. A member commented that an SRP was only offered by the LA when a school formally submitted an application to reduce its PAN.
- Some primary schools which were under PAN had empty classrooms and consideration should be given to using these before building new facilities. Officers concurred that repurposing of existing education provision had not been carried out systematically and more work was needed, while ensuring that sufficient primary provision remained.

Top-Up Funding Group - 18 March 2022

- A sub-group had met to discuss the issues and identify actions to resolve problems with inaccurate and delayed top-up payments to schools. Two issues had been identified: the way funding was paid, and training on the new portal system.
- GY would be liaising with affected schools to advise on accrual before accounts closed.

GY

5. **ITEMS FOR DECISION**

(a) EYSFF BUDGET 2022/23

The Forum considered a report which provided an update on the Early Years Single Funding Formula for 2022/23.

- Local authorities were required to pass 95% of early years funding directly to providers.
- The per hour funding allocations for 2 year olds had been increased by £0.21 (3.5%) for 2022/23 and it was proposed that a similar percentage increase be passed on to providers by increasing the base rate by £0.21 to £6.21 per hour for 2022/23.
- The per hour funding allocations for 3 and 4 year olds had been increased by £0.17 (2.8%) for 2022/23 and it was proposed that part of the increase be passed on to providers by increasing the base rate by £0.10 to £5.08 per hour for 2022/23.
- There was no proposed change to the other factors within the Hillingdon EYSFF. It had been hoped that the Additional Need factor might be further developed for 2022/23 to incorporate levels of children with SEND accessing the free entitlement, however further work was needed on accurately capturing a robust dataset for all settings and this proposal had been deferred again to 2023/24.

The Forum commented that:

- Some providers' funding would go down in 2022/23. Officers responded that they could look at the data to see whether it was possible to offer any protection to providers who had a reduction.
- Some local authorities passed the full rate to providers. Officers responded that there had been some unusual fluctuations in uptake this year and it was prudent to build up a buffer rather than pass on the full increase.
- It was disappointing that the Additional Needs factor had been postponed again. In recent months the EY/DSG sub-group had been required to prioritise DSG deficit recovery issues to support the LA's negotiations with the DfE on the Safety Valve agreement, and as a result EY matters had not received the usual attention. Members requested that work on the Additional Needs factor be prioritised in time for next year's funding formula.
- The PVI EY representative advised that the early years sector was in crisis due to escalation of costs and recruitment difficulties. The difference between funding and costs had increased significantly. Many settings were close to shutting.
- There was a risk that early years capacity in the Borough would reduce if settings had

	<p>to close.</p> <p>The Forum AGREED (i) to increase the 2YO funding base rate per hour by £0.21 to £6.21 per hour; (ii) to increase the EYSFF funding base rate per hour by £0.10 to £5.08 per hour; (iii) to continue to pass the Maintained Nursery Supplement in full to McMillan Nursery School.</p>	
6.	INFORMATION ITEMS	
	<p>(a) DSG DEFICIT RECOVERY PLAN UPDATE VH reported that:</p> <ul style="list-style-type: none"> The LA had submitted its draft DSG Deficit Recovery Plan to the DfE at the beginning of December, and was due to have a decision from the DfE by the end of March. A balanced scorecard was being developed to monitor the key metrics of the plan and this would be provided to Schools Forum. The LA had submitted a bid for additional SEND capital funding and a report would go to the next High Needs Group. <p>The Forum commented that there appeared to be some confusion within the LA regarding the approval status of the Safety Valve Agreement, as a report for the Cabinet meeting on 24 March 2022 indicated agreement had already been reached. The budget report stated that the Safety Valve Agreement had been signed under delegated authority by the Corporate Director Finance and required Cabinet ratification.</p> <p>(b) DSG BUDGET MONITORING 2021/22 MONTH 10 The Forum considered the Month 10 budget monitoring report 2021/22:</p> <ul style="list-style-type: none"> Overall there was no change from Month 8. The Dedicated Schools Grant (DSG) monitoring position was an in-year overspend of £12,657K at Month 10, an increase of £5,329K on the budgeted deficit of £7,328K. This overspend was due to ongoing pressures in the cost of High Needs placements, where due to a lack of capacity in borough, the number of independent placements has increased since the budget was set. In addition, the LA was increasingly seeing an uplift in the funding allocated to SEN placements due to a change in the level of need. The budget for High Needs was increased for 2021/22 to take account of projected growth, but it was projected that the budget would be significantly exceeded When the £25,386K deficit brought forward from 2020/21 was taken into account, the cumulative deficit carry forward to 2022/23 was £38,043K. The High Needs Block projected overspend at Month 10 was £5,176K. There was £153K overspend on the Schools Block. Three maintained schools were unable to set a balanced budget for 2021/22 and the LA had approved licensed deficits. Eight academy schools were known to be in deficit at 31 August 2020. <p>The Forum commented that academy balances to 31 August 2021 were available and requested these be reported to the Forum.</p> <p>The Forum NOTED the report.</p> <p>(c) FINAL SCHOOL BUDGETS 2022/23 This was deferred.</p>	<p>VH</p> <p>GY</p> <p>GY</p> <p>GY</p>
7.	ANY OTHER BUSINESS None.	

The meeting closed at 2.30pm.