Schools Forum

Minutes of Meeting held on Monday 7 February 2022 Virtual (via Zoom)

Members Present:	Keran Currie Patrick Shields Toby Martlew Neil Ferrigan Dave Harvey Rob Hitch Markie Hayden Dave Winters Lorraine Slee Cllr Ian Parker Cllr Flemming	Roger Capham Rob Veale Jenny Adamson Tyrone Myton Soumick Dey Jaqi Stevenson Leonore Fernandes Linda O'Callaghan Jayne Dickinson Cllr Joy Prince
Observers Present:	Shelley Davies Cllr Margaret Bird Louise Watts Jeni Murphy	Charles Quaye Denise Bushay Kathy Roberts
Apologies:	Nathan Walters, Dave	Harvey
Chair: Vice Chair:	Jolyon Roberts Theresa Staunton	

Clerk:

Heather Beck/Geraldine Truss

Declaration of Interest	
There were none.	
The Chair welcomed everyone to the meeting including new members. Observers at the meeting today were:	
Louise Watts – School Business Manager, Winterbourne Junior Girls' School and Jeni Murphy – Early Years Strategic Lead.	
The meeting was quorate.	

1: Minutes and actions from the last meeting (6 December Virtual Meeting – Zoom) <u>Matters arising</u> Page 3, Para 1 - ACTION carry forward from 4 October 2021 meeting – "Patrick Shields said the answer to the question had been clarified and that "Early Years indicators will be used instead of KS1". Patrick Shields said that the updated technical guidance is clear on LPA factor for

 were using 2019 data as a allocations of funds. Patrick Shields referred to Schools block NFF: techni Page 3, Para 8 - Jolyon R Committee Chair once he outcome of the spending r Jaqi Stevenson said the si there is no indication of a country is determined by a London borough with an ir given is not sufficient for n brief and role. Shelley Davies informed F MNS is being assembled a democratic route before it this. ACTION. Jolyon Roberts said as ea it is his duty to make the S School Resource Manage schools that there is a struany savings. Dave Winters said a pape Stevenson's supplementa December 2021. This has 	oberts will email Cllr Ward who is the Scrutiny collates all the required information relating to	Shelley Davies
Dave Winters said a pape Stevenson's supplementa December 2021. This has represents. Q1: Jaqi Stevenson asked and asked who is like A1: Shelley Davies said th (for appointment of Cr after this. The LA nee	ry paper presented to Schools Forum in s the backing of the Teacher's Union he l if there was a timescale for the briefing paper	
All other actions have bee	n completed and minutes agreed.	
2: Dedicated Schools Gran	t (DSG) Management Plan – Q3 2021-22	
Charles Quaye (CQ) prese	ented this paper	
5	one of the conditions required by the DfE for all in its DSG or whose DSG surplus has ng the year noted in 1.1.	
Other grant conditions are	noted in 1.3.	

The final High Needs Block outturn for 2020/21 is shown in 1.6	
Table 1 shows the variance over the last 3 years and 4 months.	
Chart 1 illustrates the trend for the in-year spend and cumulative position. There is no suggestion that any surprises may arise that would affect the £4.1m in Q3, 2021-22 year.	
Table 2 shows the Deficit Recovery Plan and that it is working as we have stopped accumulating more deficit. There will still be a problem with the historic deficit though that will need to be cleared over time.	
The DfE have indicated that in next year's DSG allocation Croydon will receive additional funding of approximately £7.4m.	
One of the strategies the LA is adopting to keep the deficit in place is using the Locality Model and 4.3 highlights the 2 groups used.	
Jolyon Roberts said though the overall high needs block is being overspent every year, Chart 1 shows the overspend for the financial year 2019/20 and then subsequent years is reducing. The problem will not be fixed due to the underfunding, but we are having some success with the strategies and the management plan being used. The good news is that the DfE have indicated that an additional £7.4m will be given to the High Needs block for 2022-23.	
 Q1: Neil Ferrigan referred to Table 2 as he sees an overall deficit of £14,558 for 2019-20, but having looked at 2020-21 he would expect the £14,558 on the overall cumulative to go forward to 2020-21 at the £18,527 point and asked why the £18,527 is different; A1: CQ said the LA unwind the DSG so the £14,558 has around £5m of Schools Block reserves and around £2.2m credit for Early Years. Adding the credit and deficit together produces a net DSG. The blocks needed to be segregated. 	
CQ to add a footnote explaining the segregation of the DSG - ACTION	Charles
Shelley Davies said the paper is finance led and provides no detail on the strategy. The 3 year SEND strategy is coming to an end and it will be much easier once all schools in the LA can access the Locality partnership. It is not only about the money but meeting the child's needs.	Quaye
A letter has been received from Will Quince a parliamentary minister who has congratulated Croydon on the Local Area SEND outcome inspection. This is positive proof that the LA have the leadership to take this forward.	
 Q2: Markie Hayden asked if the locality SEND has been priced correctly as she is aware that Atwood and Kensington Avenue include the cost of paying the Area SEND Leads; A2: Jolyon Roberts said this the reason the 2 schools figures are 	

artificially high and this is noted in point 4.5 of the paper.

Kathy Roberts gave further assurance that the strategy is working but issued caution for Forum to note that one or two high cost placements coming into the borough could change the outcome.

- Q3: Markie Hayden said that some schools are not in the SEND Locality cluster and asked when all schools come into it, would it be LA led only;
- A3: Shelley Davies said a steering group has been set up to ensure it is business as usual. At the launch it was said this will be an evolving model. Early conversations are noting a positive impact on the families who are able to access the Locality clusters. We need to make sure it is part of the system and ensure that children are not double funded.

Jolyon Roberts pointed out that some of the pathways are difficult to understand i.e. the Early Years High Needs funding, as some of the contracts currently in place are multi-year contracts.

Shelley Davies said a visit to Nottinghamshire's LA showed that all their funding sits with locality, including children with EHCPs.

Jolyon Roberts agreed and said schools are always playing catch up. In the least effective cases parents are told that the primary school will 'sort' it out but the earlier it is identified the better.

Jenny Adamson asked Forum to be mindful of Post-16 emerging SEND needs and said these pupils might just need a bit of extra help on the Post-16 transition, though not need investment in an EHCP and certainly not up to the age of 25 years. Is there any chance this model could incorporate these pupils.

Keran Currie said the Locality model focuses only on student up to the age of sixth form.

Jolyon Roberts asked if Post-16 could be considered as part of the work Shelley Davies is doing?

Keran Currie said there is a lot of joint working happening within the Early Years and Locality teams and that those early years children within nurseries and reception are already being supported. The new Early Years strategy will have some scope in meeting SEN needs and early identification much earlier. It is interesting to hear about Post-16 and as we develop we could set things in place to work with Post-16.

Rob Veale said it is an exciting time to be part of Croydon as we have had a successful SEND inspection, are discussing Special needs schools funding arrangements, looking at the SEND strategy, locality support and the Early Years strategy etc. Underpinning all this it is our job to make sure that we are getting best value for our contracts and being careful not to lose the agility and speed to support the children.

	Jayne Dickinson championed Post-16 and said transition can be difficult. The early years of a child to Post-16 can go horribly wrong and that is when the children with high needs can fall out of the system and become NEET. She welcomes any opportunity to work with colleagues to see how this can be done better. She will take back from Forum that there was a real impetus and need to look at Post-16 and transitioning.	
	Jaqi Stevenson welcomed assurances that Early Years are becoming involved. There is significant work being done in nursery schools and a range of PVIs where good work is being done in putting forward requests for EHCPs. If we engage sooner and streamline this across to get greater consistency across the sector, it will be welcomed.	
	Kathy Roberts reminded Forum of the approach that Croydon adopts for meeting the SEND needs of the community. Alongside this the LA have to be mindful of the code of practice and that we deliver everything that is statutorily expected. This includes children and young people aged 0-25 years.	
	Neil Ferrigan asked if parents are on board with the Early Years SEND support as some parents may not wish to recognise that their child has SEND as in some communities this carries some stigma?.	
	Jolyon Roberts said at any stage identifying a child with special needs is one of the difficult conversations held.	
	Jaqi Stevenson said it is a challenge right the way through and following the revised EYFF produced in September 2021, the sector restructured how they engage with parents at the early stages of nursery through conversations with the children's centre.	
	Keran Currie said the team face challenges where a parent may demand an EHCP while receiving assistance from the school.	
	Jolyon Roberts said EHCPs are not a passport to everything.	
3:	Early Years Block – Final Outturn 2020-21	
	Charles Quaye (CQ) presented this paper	
	The paper sets out the updated outturn position following the November 2021 ESFA adjustments.	
	The DfE completed all the pupil data around November 2021 and the final position for the DSG funding for 2020-21 reported a clawback of almost \pounds 774.3k. The result of this is that the Early Years block dropped from \pounds 2.570m to \pounds 2.123m. The amount of the clawback is expected to increase by approximately \pounds 20.1k as this relates to an overpayment refund to the MNS.	

	The Early Years Working group is looking at the best way to distribute the 80% (approximately £1.9m) of the Early Years reserves in April 2022 to the sector.	
	 Q1: Jolyon Roberts asked if the final payments have been made; A1: CQ said the Early Years Working group are working on a methodology to distribute the money fairly in April 2022; Q2: Dave Winters said at the last Forum a discussion took place about the possibility of some of this funding being distributed to MNS - who do not receive funding from government for the additional measures taken to protect children and staff against Covid. His understanding is that some of this funding could be allocated to this purpose. Is this the case? 	
	A2: Jolyon Roberts recalls that this was not the case and that the formula for distributing reserves is clear that it goes back out to the sector on a per pupil basis.	
	Jaqi Stevenson said this is the way it has to be. One of the strengths of nursery schools is they are part of a wider mixed sector and it is on pupil per head distribution.	
	Theresa Staunton said this was discussed extensively in the Early Years Working group and that a 95% pass through rate for this spend has to go out per pupil.	
4:	Early Years NFF budget and distribution – 2022-23	
	Jeni Murphy (JM) presented this paper.	
	The government has announced the new hourly rates for the Early Years funding for 2022/23. The rate from the 1 st of April for Croydon's 2YOs is $\pounds 6.03$, up from $\pounds 5.82$ and for 3YOs is $\pounds 5.44$, up from $\pounds 5.27$.	
	The recommendation from the Early Years Working group is to keep the current model with a deprivation reserve set at 1.5%. Forum have agreed to the recommendation noted in 1.5.	
	Table 1 illustrates the breakdown of the budget for 2022/23 based on the DfE indicative allocation. The MNS supplement has decreased and at the moment it is indicative at £452,307.00. The final adjustments by the DfE will be known in July 2022.	
	Jolyon Roberts said the working group had asked for a 3 year view to be taken on discussing the MNS distribution instead of every year.	
	The Forum is asked to vote on the distribution method for MNS supplement for the year 2022-23. Option 1 and Option 2 are noted in 2.1.	
	Jolyon Roberts said in the past Forum had voted on both options.	
	Theresa Staunton said this paper was discussed in depth at the Early Years Working group meeting and the proposal agreed was Option 2.	

	Early Years Working Party	
5:	Update from Schools Forum Work Groups (for information)	
5.	Charles Quaye said he does not anticipate any issues with the treasury but that the LA has to follow governance.	
	JM said the sector will be informed swiftly and has spoken to Charles Quaye and his team on how to support schools with the change allowing them to budget better.	
	Charles Quaye said as providers are used to getting their budgeted sum in April it would be useful to flag this to them as soon as possible.	
	Jolyon Roberts pointed out that the risks and solution are noted in 3.7. The decision has to go through the treasury for agreement but no issues are anticipated.	
	Theresa Staunton said the proposed method was well supported in the Early Years Working group. The move now with the anticipated lower budget of £3m for 2021-22 and 2022-23, is a better way forward.	
	Table 5 shows the same settings with the proposed method used and no nursery is in deficit.	
	Table 4 shows a snapshot of a current position, chosen at random and shows 3 out of 4 nurseries in deficit at the end of each term.	
	JM said a decision needs to be made on how the LA distributes the funding for April 2022. The LA are proposing a change to the way it pays the DSG to half termly payments rather than the current 12 monthly payments. This will result in 6 payments over the financial year and will help the sector to eliminate over/under budgeting, as well as streamline the process within the LA and reduce the difficulty in staffing positions.	
	Option 1: Those in Favour = 0 Option 2: Those in Favour = 14	
	Jolyon Roberts said this decision is for the next budget and could be stretched over the 3 years.	
	Confirm whether the MNS paper needs to be voted on annually - ACTION	Charles Quaye
	Jaqi Stevenson said she had raised at previous Forum meetings, the matter of the 3 year discussion for the MNS paper and was informed by the previous finance manager that this had to be voted on annually. Could this be verified?	
	This will favour the nursery schools with the most pupils. The paper will still have to be presented to Forum every year with the amount though the distribution can go forward.	

The minutes have been addressed by the 2 papers discussed today.	[
Schools Block Working Party	
The meeting on 8 February 2022 has been postponed for a few weeks to get work streams aligned with finance.	
High Needs Working Party	
A meeting was held on 12 January 2022. There were discussions around clarity of the roles and responsibility of the SEN department with input from Kathy Roberts. The next stage in supporting HTs in understanding who has which responsibility in the High Needs team in Croydon is getting a schematic for the whole council. A contract supported by the High Needs is the Beckmead outreach contract and discussions are taking place are looking at the impact of the contract and what the next steps will be in terms of the contract either being renewed or not. The finance team gave the same update as they did in today's Forum meeting. However, at the HNWP there was a lot of questioning, support and challenge around the finance, in order that we are not surprised by any late year additions. Locality SEND support was discussed and the impact this is having on the High Needs block budget and the future roll out to the borough. Jonathan Driscoll gave an overview of SEND data dashboard and how it should be linked to Finance. There was a broad overview on the 16-25 pathways, tribunals and the Early Years strategy. There is a need for more clarity and work around the special needs funding school arrangements. Another aspect being looked at, is the SALT and OT provision which is jointly commissioned by the LA and the CCG. This is being done via a survey on how the model will look like in 2023.	
7: Any Other Business	
Jolyon Roberts said a couple of informal questionnaires were circulated around speech therapy and one was circulated to localities.	
The CHTA conference is on 3 and 4 March 2022 in Brighton and there are a couple of places left.	
Charles Quaye said one of the improvement grants has been reduced and will stop in 2023-24. A Reduction in Improvement Schools Grant paper will be produced in March 2022.	
Next meeting 2 March 2022	

- AWPU Average weighted pupil unit
- BWH Bernard Weatherill House
- CALAT Croydon Adult Learning and Training
- CCG Clinical Commissioning Groups
- CHTA Croydon Headteachers Association
- DfE Department for Education
- DSG Dedicated Schools Grant
- EAL English as an additional language
- ESOL English as a second/or other language
- ESFA Education Skills Funding Agency
- EHCP Education, Health and Care Plan
- E-PEP Electronic Personal Education Plan
- ESG Education Services Grant
- EY Early Years
- EYFF Early Years Funding Formula
- FSM Free School Meals
- GPAC General Purpose and Audit Committee
- IDACI Income Deprivation Affecting Children Index
- IMD Index of Multiple Deprivation
- INM Independent/non-maintained
- KPI Key Performance Indicator
- LA Local Authority
- LAC Looked After Children
- LLW London Living Wage
- LPA Low Prior Attainment
- MAT Multi-Academy Trust
- MFG Minimum Funding Guarantee
- MNS Maintained Nursery Schools
- **NEOST National Employers Organisation for School Teachers**
- NEET Not in Education, Employment or Training
- **NEU** National Education Union
- NFF National Funding Formula
- PAN Planned Admission Number
- PEP Personal Education Plan
- PFI Private Finance Imitative
- PPG Pupil Premium Grant
- PPL Private Public Limited, Consultancy Firm
- PVI Private, voluntary sector and independent providers
- SLA Service Level Agreement
- SRMA School Resource Management Adviser
- **STPCD School Teachers Pay and Conditions Document**
- STRB School Teachers Review Board
- SVC Saffron Valley Collegiate
- ToR Terms of Reference
- **TPA** Teacher Professional Association
- UASC Unaccompanied Asylum Seeking Children
- UPN Unique Pupil Number

Academies and their Trusts

Туре	School	Trust	Single Trust or MAT
Primary			• •••••••
Academy	Aerodrome Primary Academy	REACH2	MAT
Academy	Applegarth Academy	STEP Academy Trust	MAT
Academy	Ark Oval Primary Academy	ARK	MAT
Academy Academy	Atwood Primary Academy Beulah Infant School	Atwood Primary Academy Pegasus Academy Trust	Single MAT
Academy	Broadmead Primary Academy	The Pioneer Academy	MAT
Academy	Castle Hill Academy	The Platonos Trust	MAT
Academy	Chestnut Park Primary School	GLF Schools	MAT
Academy	Chipstead Valley Primary School	PACE Academy Trust	MAT
Academy	Courtwood Primary School	The Collegiate Trust	MAT
Academy	Cypress Primary School David Livingstone Academy	Pegasus Academy Trust	MAT
Academy Academy	David Livingstone Academy Davidson Primary Academy	STEP Academy Trust Chancery Education Trust	MAT
Academy	Ecclesbourne Primary School	Pegasus Academy Trust	MAT
Academy	Fairchildes Primary School	Fairchildes Academy Community Trust	MAT
Academy	Forest Academy	Synaptic Trust	MAT
Academy	Gilbert Scott Primary School	The Collegiate Trust	MAT
Academy	Gonville Academy	STEP Academy Trust	MAT
Academy	Good Shepherd Catholic Primary School	Good Shepherd Catholic Primary and Nursery School	Single
Academy	Harris Primary Academy Benson	Harris Federation	MAT
Academy Academy	Harris Primary Academy Haling Park Harris Primary Academy Kenley	Harris Federation Harris Federation	MAT MAT
Academy	Harris Primary Academy Kenley Harris Primary Academy Purley Way	Harris Federation	MAT
Academy	Heathfield Academy	STEP Academy Trust	MAT
Academy	Kensington Avenue Primary School	The Manor Trust	MAT
Academy	Keston Primary School	PACE Academy Trust	MAT
Academy	Kingsley Primary Academy	Cirrus Primary Academy Trust	MAT
Academy	Monks Orchard Primary and Nursery School	Fairchildes Academy Community Trust	MAT
Academy	New Valley Primary School	PACE Academy Trust	MAT
Academy	Oasis Academy Byron	Oasis Community Learning	MAT
Academy Academy	Oasis Academy Ryelands School Oasis Academy Shirley Park	Oasis Community Learning Oasis Community Learning	MAT
Academy	Park Hill Junior School	The Folio Trust	MAT
Academy	Robert Fitzroy Academy	REACH2	MAT
Academy	Rowdown Primary School	Fairchildes Academy Community Trust	MAT
Academy	St Aidan's Catholic Primary School	St. Aidan's Catholic Primary School	Single
Academy	St Chad's Catholic Primary School	St Chad's Catholic Primary School	Single
Academy	St Cyprian's Greek Orthodox Primary Academy	St Cyprian's Greek Orthodox Primary Academy	Single
Academy	St James the Great RC Primary and Nursery School	St James the Great R.C. Primary and Nursery School	Single
Academy Academy	St Mary's Catholic Infant School St Mary's Catholic Junior School	St Mary's Catholic Primary Schools Trust St Mary's Catholic Primary Schools Trust	MAT
Academy	St Peter's Primary School	The Folio Trust	MAT
Academy	St Thomas Becket Catholic Primary School	St Thomas Becket Catholic Primary School	Single
Academy	The Crescent Primary School	The Pioneer Academy	MAT
Academy	The South Norwood Academy	The Pioneer Academy	MAT
Academy	The Woodside Academy	Synaptic Trust	MAT
Academy	Tudor Primary Academy	STEP Academy Trust	MAT
Academy	West Thornton Primary Academy	Synaptic Trust (due to change on 31/12/19)	MAT
Academy Academy	Whitehorse Manor Infant School Whitehorse Manor Junior School	Pegasus Academy Trust Pegasus Academy Trust	MAT MAT
Academy	Winterbourne Boys' Academy	The Platonos Trust	MAT
Secondary			140 (1
Academy	Harris Academy Purley	Harris Federation	MAT
Academy	Harris Academy South Norwood	Harris Federation	MAT
Academy	Harris City Academy Crystal Palace	Harris Federation	MAT
Academy	Meridian High School	GLF Schools	MAT
Academy	Norbury Manor Business & Enterprise College	The Manor Trust	MAT
Academy	Oasis Academy Arena	Oasis Community Learning	MAT
Academy Academy	Oasis Academy Coulsdon Oasis Academy Shirley Park	Oasis Community Learning Oasis Community Learning	MAT
Academy	Orchard Park High School	Greenshaw Learning Trust	MAT
Academy	Riddlesdown Collegiate	The Collegiate Trust	MAT
Academy	Shirley High School Performing Arts College	Shirley High School	Single
Academy	St Joseph's College	St Joseph's College Delasalle	Single
Academy	The Archbishop Lanfranc Academy	The BEC Trust	Single
Academy	The Quest Academy - Coloma Trust	The Collegiate Trust	MAT
Academy	Woodcote High School	Woodcote High School	Single
SEN	De alum and family of a sharely	The Dealers and Truck	NAAT.
Academy ARK - Abso	Beckmead family of schools ute Return for Kids	The Beckmead Trust	MAT
	n, Learn, Flourish		
	nership Achievement Community Excellence		

	CROYDON SCHOOLS FORUM - MEMBERS VOTING RIGHTS											
	Version 3 - 2019											
Ref 6.10	Casting a vote	Academies and Free Schools	Maintained Nursery Schools	Maintained Primary School Governors	Maintained Secondary School Governors	Maintained Primary	Maintained Secondary	Maintained Special Schools		Early Years Provider	Non Schools	Overall Total
	Members voting card colours	YELLOW	GREEN	GREEN	GREEN	GREEN	GREEN	GREEN	GREEN	PINK	PINK	
	Member voting totals by category group	8	1	2	1	2	1	1	1	1	4	22
а	Only maintained primary school members can vote on primary school de-delegation			2		2						4
b	Only maintained secondary school members can vote on secondary school de-delegation				1		1					2
C	Combined voting on de-delegation for primary and secondary schools may be taken where the requirement is common for both schools. Optional - may vote depending on paper			2	1	2	1	optional	optional			6
d	Retained funds for statutory duties relating to maintained schools only is limited to maintained primary, secondary special schools and PRU members			2	1	2	1	1	1			8
e	All school members can vote on the scheme for financing schools but not academies, free school members and PVI		1	2	1	2	1	1	1			9
f	All school members including academies, free schools and PVI members can vote on any other school forum business including consultation of the funding formula	8	1	2	1	2	1	1	1	1		18
g	Non school members cannot vote on de-delegation matters relating to the formula concerning schools and early years providers or the scheme for financing schools	8	1	2	1	2	1	1	1	1		18
h	Non school members can vote on any other school forum business	8	1	2	1	2	1	1	1	1	4	22
I	Local Authority officers and all observers have no vo	ting rights. Th	ey have PURPL	E cards and do	not vote							