

Total Membership 25
The Forum is quorate if at least 40% (10) of the members are present



London Borough of Waltham Forest
SCHOOLS FORUM

Day/Date/Time	Venue
Wednesday 8 December 2021, 5.30 pm	VIA TEAMS
Contact:	
Clerk to Schools Forum	schoolforum@walthamforest.gov.uk
Maintained Primary Headteacher Representatives (5)	
Claire Nairn	Handsworth
Lindsey Lampard	Chingford C of E Primary
Rosie McGlynn	Our Lady and St George
Tracey Griffiths	Barn Croft Primary School
Zakia Khatun	Whitehall Primary School
Primary Academies and Primary Free Schools Representatives (4)	
Amanda Daoud	Lime Trust (Larkwood, Hornbeam)
Anne Powell	Griffin Trust (Riverley, Willow Brook, Lammas)
Maureen Okoye (Chair)	Arbor Trust (Davies Lane, Selwyn, Woodford Green, Acacia Nursery)
Iram Malik	Genesis Trust (St Marys and St Saviours)
Maintained Primary Governor Representatives (1)	
Aktar Beg	Edinburgh Primary
Nursery School Representative (1)	
Helen Currie	Forest Alliance Nursery Schools (Church Hill, Low Hall)
Maintained Secondary Headteacher Representatives (2)	
Clive Rosewell	Willowfield School
Jenny Smith	Frederick Bremer School
Secondary Academies and Secondary Free Schools Representatives (4)	
Jane Benton	Chingford Trust (North Chingford and South Chingford)
John Hernandez (Vice Chair)	Exceptional Education Trust (Norlington School and Sixth Form)
Rob Pittard	Exceptional Education Trust (Norlington)
Tracey Penfold	Highams Park Trust
Maintained Secondary Governor Representative (1)	
Gillian Barker	Walthamstow School for Girls
Maintained Special School Representative (1)	
Bruce Roberts	Belmont Park School
Special School and Special Academies Representative (1)	
Kirstie Fulthorpe	Whitefield Trust (Joseph Clark, Whitefield)
PRU (1)	
Liz Rattue	Hawkswood Group
Non School Members (4)	
Early Years Providers	Sarah Kendrick (Redwood Pre-School)
16-19 Providers	Janet Gardner (Waltham Forest College)
Trade Unions	Paul Phillips (NEU)
Diocesan	Andy Stone (Holy Family)

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AGENDA

Agenda Item	Report Name	Report Authors
1	Welcome all and Apologies	Chair
2	Declarations of Interest	All
3	Minutes of meeting 10 November 2021	Chair
3a	Decision Sheet from 10 November 2021	For the record
4	Maintained Nursery School Rates	Eve McLoughlin
5	Central School Services Block 2022-23	Duncan James-Pike
6	Services to Maintained Schools 2022-23	Duncan James-Pike
7	School Improvement Budget 2022-23	David Kilgallon
	Date of Next Meeting(s): Wednesdays, 5:30pm <ul style="list-style-type: none"> • 12 January 2022 • 09 February 2022 	

MINUTES OF SCHOOLS FORUM MEETING

Wednesday 10 November 2021

Microsoft Teams

5:30 pm – 7:30 pm

Attendees:	
Day/Date/Time	Venue
Wednesday 11 November, 5.30 pm	VIA TEAMS
Contact:	
Clerk to Schools Forum	schoolforum@walthamforest.gov.uk
Maintained Primary Headteacher Representatives (5)	
Lindsey Lampard	Chingford C of E Primary
Zakia Khatun	Whitehall Primary School
Claire Nairn	Handsworth
Rosie McGlynn	Our Lady and St George
Primary Academies and Primary Free Schools Representatives (4)	
Amanda Daoud	Lime Trust (Larkwood, Hornbeam)
Maureen Okoye (Chair)	Arbor Trust (Davies Lane, Selwyn, Woodford Green, Acacia Nursery)
Maintained Secondary Headteacher Representatives (2)	
Mike Thomas for Clive Rosewell	Willowfield School
Jenny Smith	Frederick Bremer School
Secondary Academies and Secondary Free Schools Representatives (4)	
Jane Benton	Chigford Trust (North Chingford and South Chingford)
John Hernandez (Vice Chair)	Exceptional Education Trust (Norlington School and Sixth Form)
Tracy Penfold	Highams Park Trust
Maintained Secondary Governor Representative (1)	
Gillian Barker	Walthamstow School for Girls
Maintained Special School Representative (1)	
Bruce Roberts	Belmont Park
Non School Members (4)	
Early Years Providers	Sarah Kendrick (Redwood Pre-School)
Diocesan	Andy Stone (Holy Family)
Trade Unions	Paul Phillips (NEU)
LBWF Officers	
David Kilgallon	Director of Learning and Systems Leadership
Duncan James-Pike	Strategic Finance Advisor, Children and Young People Services
Eve McLoughlin	Head of Early Years, Childcare and Business Development
Hiran Perera	Senior Accountant Education Finance
Harun Gulied	Education Finance
Lindsay Jackson	Head of Education Business Effectiveness
Lucinda Lord	Senior Accountant Education Finance
Mohammad Akhtar	Early Years Finance and Business Manager

Oman Edgal	Senior Accountant Education Finance
Sadia Begum	Business Support Minute Taker
Sergio Dimech	Head of Education Finance
Observers	
Caramina Muffett	
Gurpreet Kataora	
Rebecca Linden	
Shermaine Lewis	

Apologies	
Eva Gunkova	Assistant Director, SEND, LBWF
Rob Pittard	Exceptional Education Trust (Norlington School and Sixth Form)
Helen Currie	Forest Alliance Nursery Schools (Church Hill, Low Hall)

1. Welcome and Apologies

1.1 Apologies from Rob Pittard, Eva Gunkova and Helen Currie.

2. Declaration of Interests

2.1 The Chair declared an interest in Item 4.

3. Minutes of November School Forum meeting

3.1 No inaccuracies documented. Minutes were agreed.

3a. Record of decisions September 2021 noted

4. Maintained Nursery Schools Funding Overview

4.1 This report provided an overview to Schools Forum on the current financial position for the 3 maintained nursery schools (MNS) in Waltham Forest; Acacia, Church Hill, and Low Hall.

4.2 The recommendations were noted

5. Early Years Block: Early Years funding formula planning for free education payments for 2, 3 and 4 year-olds for 2022-23

5.1 This report sets out the proposed plan for the development of the early years funding formula for free education payments for 2, 3 and 4 year-olds for 2022-23.

Question/Answer

5.2 Were the Terms of Reference agreed?

5.3 These are the same as last year

Question/ Answer

5.4 We are going on head count, while children not attending due to covid, what impact will this have on school and PVI settings?

5.5 We will have to wait for guidance from DFE on how to count, this did happen last year and I'm hoping for a sensible position and if children were there they should be counted or will raise it with DFE. There are regular absences and we don't want them not to be included due to missing that week.

Question/ Answer

5.6 Is it possible to get some sample of how many children are off and how will that impact schools?

5.7 We do get information on a daily basis of settings that are closed due to covid-19 or any other reasons which can cause absences. There is a weekly meeting with DFE and I will raise it with the DFE contact that there is a potential concern and we want that to be considered in the guidance.

5.8 The recommendations were noted.

6. Growth Fund 2022-23

6.1 This report sets out proposals to amend the Growth Fund scheme for secondary schools and recommends the size for the Growth Fund 2022-23.

Question/Answer

6.2 Having experiences in bulge classes, is there sufficient protection for key stage 3 or 4? Impact can be tough.

6.3 By the time the pupils get to year 10 it is different, and the model should be more than sufficient, from a secondary perspective it works fine. Schools directly involved have been consulted: the proposals manage risk while providing value for money. It is a more efficient model.

Votes:

6.4 In favour of recommendations stated in 2.1.1 of Report.

Agree 13

Disagree 0

6.5 In favour of recommendation 2.2.1.

Agree 13

Disagree 0

6.6 In favour of recommendation 2.2.2

Agree 13

Disagree 0

6.7 In favour of recommendation 2.2.3

Agree 13

Disagree 0

7. Draft Local Funding Formula 2022-23

7.1 This report sets out the draft Local Funding Formula (LFF) and Minimum Funding Guarantee (MFG) for the Schools Block 2022-23.

Votes:

7.2 In favour of recommendation 2.1.1

Agree 13

Disagree 0

7.3 In favour of recommendation 2.1.2

Agree 13

Disagree 0

7.4 In favour of recommendation 2.1.3

Agree 13

Disagree 0

Next meeting

17:30 on 8 December 2021

Schools Forum 10 November 2021

Summary of Decisions

Item 4 **Maintained Nursery Schools Funding Overview**

Schools Forum noted:

- 2.1 There is a fundamental unfairness in the funding arrangements for MNS when compared to funding for other maintained schools.
- 2.2 The council is committed to supporting a fair funding formula for all MNS. In line with this, there has been significant lobbying by the Local Authority as well as MNS themselves to raise awareness of national and local funding anomalies and concerns.
- 2.3 The Comprehensive Spending Review in October 2021 announced there will be additional Early Years Funding for the next 3 financial years, however, the details of how this will affect the funding levels in Waltham Forest will not be available until mid-December 2021, when the EYDSG indicative budgets for 2022-23 are published.
- 2.4 Details of this report will be shared with the Early Years Task & Finish Group to assist them in making informed decisions when developing the 2022-23 Early Years Funding Formula.
- 2.5 The current financial position for all 3 MNS in our borough.
- 2.6 The DfEs current position on MNS supplement funding.
- 2.7 The current position in relation to Business Rates for MNS.
- 2.8 The Local Authorities plans to support MNS in 2022-23.2.1.1 That the current balance of school representation is appropriate to continue for the 2021-22 session

Item 5 **Early Years Block: Early Years funding formula planning for free education payments for 2, 3 and 4 year-olds for 2022-23**

2.1 Schools Forum noted:

- 2.1.1 The proposed timeline set out in Table 1 should form the basis of development of the 2022-23 early years funding formula (EYFF).

2.1.2 That an Early Years Task and Finish Group (EYTFG) has been established as set out in Appendix A and B to review and make recommendations on:

- The 2022-23 Early Years Block funding;
- The wider consultation with all FEEE providers regarding the 2022-23 Early Years Funding Formula (EYFF) for 2, 3 and 4 year-olds; and
- The 2022-23 provider EYFF hourly payment rates for 2, 3 & 4 year-olds member to 5.

2.1.3 The DfE's EYNFF operational guidance states that at least 95% of the Early Years Block funding of the DSG in respect of three and four year olds MUST be passed through to providers.

Item 6 Growth Fund 2022-23

2.1 Schools Forum agreed:

2.1.1 That the ear-marked funding for the Growth Fund for 2022-23, currently estimated at £1.149 million, continues to be reserved for growth as in prior years.

2.2 Schools Forum agreed the following amendments to the Growth Fund scheme:

2.2.1 Year 7: Each new form for both permanent expansions and bulge classes is funded at 30 x KS3 AWPU + 30 x average AEN per pupil.

2.2.2 Years 8 and 9: Bulge Class protection has a maximum of 15 x KS3 AWPU.

2.2.3 Years 10 and 11: Bulge Class protection has a maximum of 10 x KS4 AWPU.

Item 7 Draft Local Funding Formula 2022-23

2.1 Schools Forum agreed:

2.1.1 To use the NFF factors and rates for 2022-23.

2.1.2 To use the maximum MFG permitted (+2%, same as in 2021-22).

2.1.3 After running the formula, if there are unallocated funds, these are allocated through raising the rates for Basic Entitlement (AWPU).

LONDON BOROUGH OF WALTHAM FOREST

Meeting / Date	SCHOOLS FORUM 8 December 2021	Agenda Item	4
Report Title	Maintained Nursery Schools Business Rates		
Decision/ Discussion/ Information	For Discussion and Decision by all		
Report Author/ Contact details	Eve McLoughlin – Head of Early Years & Business Development Service eve.mcloughlin@walthamforest.gov.uk - 020 8496 3576 Mohammad Akhtar – Early Years Finance & Business Manager mohammad.akhtar@walthamforest.gov.uk - 020 8496 2784		

1. INTRODUCTION

- 1.1 This report proposes that Schools Forum agrees to transfer £55,000 from the Schools Block to the Early Years Block to fund Business Rates for the three Maintained Nursery Schools (MNS) in Waltham Forest; Acacia, Church Hill, and Low Hall.

2. RECOMMENDATIONS

Schools Forum **to agree:**

- 2.1 To transfer £55,000 from the Schools Block to the Early Years Block to fund the Business Rates for the three Maintained Nursery Schools.

3. BACKGROUND OF FUNDING FOR MNS

- 3.1 The funding issues faced by the three MNS in Waltham Forest were highlighted in the November 2021 Schools Forum report
- 3.2 The report stated that MNS are required to employ a headteacher, qualified teachers, a SENCO (Special Educational Needs Coordinator) and staff with level 3 qualifications, while PVIs (Private, Voluntary, and Independent providers) need to employ only one staff member with a level 3 qualification, and half of their remaining staff at level 2.
- 3.3 In recognition of these higher costs for MNS compared to other early years providers, the Government has provided additional supplementary funding to MNS since the introduction of the EYNFF in 2017-18. This funding was initially intended to last for two years only but has been subsequently extended and is

currently committed up to the end of financial year 2021-22. Around £60 million of supplementary funding will be provided nationally in 2021-22.

- 3.4 The MNS supplement funding allocation, at a local authority level, is based on underlying data from the 2016 to 2017 section 251 budget collection. This data set was used to enable local authorities to maintain the hourly funding rate provided to their MNS for the 3 & 4-year-old entitlement, at 2016-17 levels. This has led to a large disparity in the proportion of the MNS supplement funding received by Local Authorities.
- 3.5 The DfE have been reviewing for some time the way MNS will be funded in the long term, with arrangements being set out in the Government's Comprehensive Spending Review. However, based on the recent announcements by the Chancellor and DfE, initial indications are that the current funding arrangements for MNS supplement will continue for 2022-23 but with a 3.5% uplift.
- 3.6 During Summer 2021 the Head of Early Years Childcare and Business Development Service lead on a joint Heads of Early Years (HEY) letter via London Councils addressing the funding issues in the EY sector which also highlighted the issue of MNS funding. The letter raised the concern around the disparity in the current funding arrangements for MNS and asked for an alternative, fairer way for the MNS supplement to be divided across all MNS.

4. BUSINESS RATES

- 4.1 The joint HEY letter also raised the issue of Business Rates and stressed that it is vital that the funding of business rates for MNS across the country are considered as a part of the current proposed changes to the way schools business rates are paid to Local Authorities, as this will assist with the long-term sustainability of these services and ensure parity with other DfE registered schools.
- 4.2 The disparity in funding business rates between Early Years providers (funded from the Early Years Block with no specific funding for rates) and primary and secondary schools (funded from the Schools Block which receive funding for their rates which matches their actual bills) has been challenged with the Treasury by the National Day Nurseries Association (NDNA), however this was rejected in 2018.
- 4.3 There are two further disparities specific to MNS rates: where primary schools have nursery provision within the school this is included in the Business Rates funding that schools receive; and MNS are unable to apply for Business Rates reductions in the same way some PVI settings that are voluntary organisations (e.g., registered charities) can.
- 4.4 MNS used to receive funding for rates via a premises supplement previously, however, this was removed when the Early Years National Funding Formula (EYNFF) was introduced as only supplements related to deprivation, quality, flexibility, rurality/sparsity, and English as an Additional Language (EAL) were permitted. This was reported to Schools Forum in November 2013 when rates were excluded from the consolidated hourly rate for maintained nursery schools.

- 4.5 The total annual business rates costs for all three MNS is circa £55,000. To address the disparities in funding for rates between MNS and primary and secondary schools, it is proposed that £55,000 is transferred from the Schools Block to the Early Years Block to fund MNS rates.
- 4.6 The indicative Schools Block for 2022-23 has been announced as £219.13 million and the proposed transfer represents 0.03% of the Schools Block, approximately £1.45 per pupil.

Meeting / Date	SCHOOLS FORUM 8 December 2021	Agenda Item	5
Report Title	Central School Services Block 2022-23		
Decision/Discussion/ Information	For Discussion and Decision by all		
Report Author/ Contact details	Duncan James-Pike, Strategic Finance Advisor, duncan.james-pike@walthamforest.gov.uk		
Appendices	Appendix A: Responsibilities local authorities hold for all Schools Appendix B: CSSB 2018-19 to 2022-23		

1. INTRODUCTION

- 1.1 This report requests that Schools Forum agrees to allocate the Central Schools Services Block as proposed below.
- 1.2 The National Funding Formula for central school services provides funding for local authorities to carry out central functions on behalf of compulsory school age pupils in maintained schools and academies in England. It funds ongoing responsibilities which all local authorities must deliver for all pupils in maintained schools and academies.
- 1.3 These central functions were supported by the Education Services Grant paid to the LA but the funding has been transferred to the CSSB.
- 1.4 No change is proposed to the agreement between Schools Forum and the Local Authority that Schools Forum passport Retained Duties funding back to the LA for the LA's statutory duties to all schools and academies.
- 1.5 The initial allocation of the CSSB for 2022-23 excluding the LA teachers' pay and pensions allocation is £1.390 million from which the DFE will deduct at least £182,000 for copyright licenses, leaving £1.207 million available potentially.
- 1.6 This remaining £1.207 million is for funding Retained Duties, the Admissions service and support to Schools Forum only.

2. RECOMMENDATIONS

- 2.1 Schools Forum **to agree:**
- 2.1.1 To retain centrally £745,000 from the CSSB in 2022-23 and allocate to the Admissions service.

- 2.1.2 To retain centrally £36,350 from the CSSB in 2022-23 to provide support to Schools Forum.
- 2.1.3 To retain centrally the balance of the CSSB in 2022-23 (after the deduction for copyright licences) to support the LA's Retained Duties.

3. BACKGROUND

- 3.1 The Schools revenue funding 2022 to 2023 Operational guide states that responsibilities held by local authorities for all schools are funded from the Central Schools Services Block, with the agreement of schools forums.
- 3.2 Schools Forum approval is required each year to confirm the amounts on each line.
- 3.3 The CSSB is the fourth funding block in the Dedicated Schools Grant, the others being the Schools, Early Years and High Needs Blocks. The CSSB was introduced in 2018-2019 to fund local authorities for the statutory duties that they hold for both maintained schools and academies.
- 3.4 The CSSB comprises funding for:
- The LA's Retained Duties, previously funded by the Education Services Grant (ESG) before it was abolished;
 - Copyright Licences previously top-sliced from the Schools Block by the DFE;
 - The Admissions Service previously funded from the Schools Block;
 - Support to Schools Forum administration previously funded by the Schools, Early Years and High Needs Blocks; and
 - Residual funding for historic commitments, previously top-sliced from the Schools Block (**none** in Waltham Forest)
- 3.5 The duties included in the CSSB are set out in Appendix A.

4. Education Services Grant (ESG) Exit strategy

- 4.1 The Education Services Grant received by the local authority for 2016-17 was £2.6 million. This grant ceased in 2017-18. It comprised two elements: Retained Duties (for all schools and academies) funded at £15 per pupil and General Duties (for maintained schools only).
- 4.2 £623,000 from the ESG was transferred to the Dedicated Schools Grant and now forms part of the Central School Services Block (CSSB).

- 4.3 The cessation of the ESG appeared to be linked to a proposed Education White Paper that was to redefine the relationship between schools and local authorities, but this never came about, and the statutory responsibilities of the local authority have not reduced although the funding for them was largely removed.
- 4.4 In 2017-18 Schools Forum agreed an ESG exit strategy which included Schools Forum pass-porting the Retained Duties funding back to the LA for the LA's statutory duties to all schools and academies and the LA dealing with the remaining shortfall through its Medium-Term Financial Strategy.
- 4.5 The LA proposes that Schools Forum continues its commitment to pass-porting Retained Duties funding back to the LA for the LA's statutory duties to all schools and academies which had been transferred to the CSSB.

5 Reductions to the CSSB since 2018-19

- 5.1 Appendix B shows the allocation of the CSSB since 2018-19. Funding for ongoing responsibilities includes a protection to ensure no LA sees losses of greater than 2.5% compared to 2022-23
- 5.2 To date, Schools Forum has agreed to protect the funding for Admissions as this is a critical front-line service to parents and pupils. The reduction in the funding allocation (and the reduction in actual funding) has been applied only to the Retained Duties element.

6 Regulations

- 6.1 Where local authorities hold duties in relation to all schools (as set out in schedule 2, parts 1 to 5 of the School and Early Years Finance (England) Regulations 2020, all schools must be treated on an equivalent basis.
- 6.2 Local authorities should not be treating voluntary aided schools, foundation schools, or academies, differently from maintained schools in the services they provide to them; this is set out in the DSG conditions of grant.
- 6.3 Schools such as voluntary aided schools, foundation schools, and academies, cannot therefore be charged for services that are provided free of charge to community and voluntary controlled schools, and paid for out of the centrally held DSG.
- 6.4 For example, although admissions appeals are not a duty that the local authority holds in relation to all schools, the department would still expect all schools to be treated fairly and equitably by the local authority.
- 6.5 This does not include funding that has been retained centrally from maintained school budgets only (as set out in schedule 2, parts 6 and 7),

where some statutory duties relate to community and voluntary controlled schools only.

- 6.6 However, in these situations, local authorities should not charge voluntary aided and foundation schools if requested to provide services to these schools and where there is no charge to community and voluntary controlled schools for the same service.

Central School Services Block Appendix A

Schools revenue funding 2022 to 2023, Operational guide, July 2021 Publication

References are to the relevant schedules in the School and Early Years Finance (England) Regulations 2021.

Responsibilities held for all schools

Statutory and regulatory duties

- director of children's services and personal staff for director (sch 2, 15a)
- planning for the education service (sch 2, 15b)
- revenue budget preparation, preparation of information on income and expenditure relating to education, and external audit relating to education (sch 2, 22)
- authorisation and monitoring of expenditure not met from schools' budget shares (sch 2, 15c)
- formulation and review of local authority schools funding formula (sch 2, 15d)
- internal audit and other tasks related to the local authority's chief finance officer's responsibilities under section 151 of LGA 1972 except duties specifically related to maintained schools (sch 2, 15e)
- consultation costs relating to non-staffing issues (sch 2, 19)
- plans involving collaboration with other local authority services or public or voluntary bodies (sch 2, 15f)
- Standing Advisory Committees for Religious Education (SACREs) (sch 2, 17)
- provision of information to or at the request of the Crown other than relating specifically to maintained schools (sch 2, 21)

Education welfare

- functions in relation to the exclusion of pupils from schools, excluding any provision of education to excluded pupils (sch 2, 20)
- school attendance (sch 2, 16)
- responsibilities regarding the employment of children (sch 2, 18)

Asset management

- management of the local authority's capital programme including preparation and review of an asset management plan, and negotiation and management of private finance transactions (sch 2, 14a)
- general landlord duties for all buildings owned by the local authority, including those leased to academies (sch 2, 14b)

Other ongoing duties

- licences negotiated centrally by the Secretary of State for all publicly funded schools (sch 2, 8); this does not require schools forum approval
- admissions (Sch 2, 9)
- places in independent schools for non-SEN pupils (sch 2, 10)
- remission of boarding fees at maintained schools and academies (sch 2, 11)
- servicing of schools forums (sch 2, 12)
- back-pay for equal pay claims (sch 2, 13)
- writing to parents of year 9 pupils about schools with an atypical age of admission, such as UTCs and studio schools, within a reasonable travelling distance (sch 2, 23)

Historic commitments (None in Waltham Forest)

- capital expenditure funded from revenue (sch 2, 1)
- prudential borrowing costs (sch 2, 2(a))
- termination of employment costs (sch 2, 2(b))
- contribution to combined budgets (sch 2, 2(c))

CENTRAL SCHOOL SERVICES BLOCK APPENDIX B

Service	Initial 2018-19	Actual 2018-19
Schools Forum (Finance)	£32,000	£32,000
Schools Forum (Clerking)	£24,000	£24,000
Schools Forum (Refreshments)		
Subtotal Schools Forum	£56,000	£56,000
Admissions	£745,000	£745,000
Retained Duties	£623,000	£578,000
Subtotal available to Council	£1,424,000	£1,379,000
Copyright Licences	£160,000	£175,000
SUBTOTAL	£1,584,000	£1,554,000

Initial 2019-20	Revised 2019-20
£32,000	£32,000
£24,000	£24,000
£56,000	£56,000
£745,000	£745,000
£539,000	£492,000
£1,340,000	£1,293,000
£175,000	£218,000
£1,515,000	£1,511,000

Initial 2020-21	Revised 2020-21
£32,000	£32,000
£4,350	£4,350
£1,200	£1,200
£37,550	£37,550
£745,000	£745,000
£474,250	£461,630
£1,256,800	£1,244,180
£218,000	£221,000
£1,474,800	£1,465,180

2021-22
£32,000
£4,350
£1,200
£37,550
£745,000
£464,622
£1,247,172
£182,747
£1,429,919

Initial 2022-23
£32,000
£4,350
£36,350
£745,000
£426,197
£1,207,547
£182,747
£1,390,293

LA Teachers Pay and Pensions
Adult Learning
Music
Suntrap
Subtotal

£82,051
£69,072
£4,016
£155,139

£82,051
£69,072
£4,016
£155,139

TOTAL

£1,585,058

£1,545,432.44

REDUCTION
-2.5%

Meeting / Date	SCHOOLS FORUM 8 December 2021	Agenda Item	6
Report Title	Services for Maintained Schools 2022-2023		
Decision/Discussion/ Information	For Discussion and Decision by Maintained Primary schools, Maintained Secondary schools, the Maintained Special School and the PRUs only		
Report Author/ Contact details	Duncan James-Pike, Strategic Finance Advisor, duncan.james-pike@walthamforest.gov.uk		
Appendices	Appendix A: Responsibilities local authorities hold for maintained schools Appendix B: Illustration of the cost to each maintained school		

1. SUMMARY

1.1 This report requests that maintained schools continue to allow the Local Authority (LA) to retain centrally funding towards the costs of services that maintained schools cannot perform for themselves. These services include preparing annual consolidated accounts and performance information; pensions administration; and health and safety and asset management responsibilities.

2. RECOMMENDATIONS

2.1 Maintained School members of Schools Forum (primary, secondary, special and PRU) to note:

2.1.1 That there are a number of services that that local authorities have to provide for maintained schools which they cannot perform themselves.

2.1.2 Academies are required to perform these functions for themselves or pay their MATs to do so for them.

2.1.3 The agreement between maintained schools and the Local Authority in response to the cessation of the Education Services Grant (ESG) that maintained schools would contribute towards the cost of functions that they cannot perform for themselves.

2.1.4 If the LA and Schools Forum are unable to reach a consensus on the amount to be retained by the local authority, the matter can be referred to the Secretary of State.

2.2 Maintained School members of Schools Forum (primary, secondary, special and PRU) to agree :

- 2.2.1 To allow the Local Authority to retain centrally no more than 0.5% of any maintained schools' budget share expressed as a per-pupil amount; with a matching per-place amount applied to the maintained special school and the PRUs in financial year 2022-23.

3. REASON

- 3.1 LAs can fund some services relating to maintained schools only from maintained school budget shares with the agreement of maintained school members of the Schools Forum.
- 3.2 The relevant maintained schools' members of the Schools Forum: primary, secondary, special and pupil referral units (PRUs), should agree the amount the LA will retain.
- 3.3 If the LA and Schools Forum are unable to reach a consensus on the amount to be retained by the LA, the matter can be referred to the Secretary of State.

4. BACKGROUND

4.1 Education Services Grant Exit Strategy

- 4.1.1 The Education Services Grant received by the local authority for 2016-17 was £2.6 million. This grant ceased in 2017-18. It comprised two elements: Retained Duties (for all schools and academies) funded at £15 per pupil and General Duties (for maintained schools only) funded at £77 per mainstream pupil and significantly more per place for the PRU and the maintained special school.
- 4.1.2 The Retained Duties funding was transferred to the Dedicated Schools Grant and now forms part of the Central School Services Block (CSSB) but the General Duties funding ceased.
- 4.1.3 The cessation of the ESG appeared to be linked to a proposed Education White Paper that was to redefine the relationship between schools and local authorities, but this never came about and the statutory responsibilities of the LA have not reduced although the funding for them was removed.
- 4.1.4 In 2017-18 Schools Forum agreed an ESG exit strategy with the LA which included maintained schools agreeing that the LA retain centrally £19.78 per pupil towards the costs of services that maintained schools cannot perform themselves (such as preparing annual consolidated accounts and performance information; pensions administration; and health and safety and asset management responsibilities); and the LA ensuring that services are supported by dealing with the remaining shortfall through its Medium-Term Financial Strategy.

- 4.1.5 The rate of £19.78 per pupil was retained centrally in 2017-18 and was not changed in 2018-19, 2019-20 or 2020-21.
- 4.1.6 In 2017-18 £19.78 per pupil was chosen as it was less than 0.5% of any maintained school's budget share and compared very favourably with the 5% top-slice common in MATs and the £77 per pupil lost when the ESG ceased.
- 4.1.7 The list of responsibilities local authorities hold for maintained schools that may be funded from maintained school budgets with agreement of the maintained school members of the schools forum is attached as Appendix A.
- 4.1.8 The LA proposes to set a revised amount per pupil to be retained centrally in 2022-23 and that this should not be set at no more than 0.5% of any maintained school's budget share.
- 4.1.9 The amounts that were retained centrally from the budget share of each maintained school in 2021-22 is attached as Appendix B. These figures will be updated when the DFE releases the 2022-23 APT with the October 2021 census and the budget allocations for 2022-23 are confirmed.

4.2 Methodology permitted

- 4.2.1 LAs should set a single rate per 5 to 16 year old pupil for all mainstream maintained schools, both primary and secondary; in the interests of simplicity, this should be deducted from basic entitlement funding.
- 4.2.2 No adjustments are allowed to other factors, and the rate will not include early years or post-16 pupils, who are funded through different formulae.
- 4.2.3 LAs can choose to establish differential rates for special schools and PRUs, if the cost of fulfilling the duty is substantially different for these schools. The rate will be expressed per-place rather than per-pupil for special schools and PRUs.
- 4.2.4 As with de-delegation, the amount to be held by the local authority will be determined after MFG has been applied.
- 4.2.5 Services can also include administrative costs and overheads relating to these services for:
- Expenditure related to functions imposed by or under Chapter 4 of Part 2 of the 1998 Act (financing of maintained schools), the administration of grants to the authority (including preparation of applications) and, where it's the authority's duty to do so, ensuring payments are made in respect of taxation, national insurance and superannuation contributions
 - Expenditure on recruitment, training, continuing professional development, performance management and personnel management of staff who are

funded by expenditure not met from schools' budget shares and who are paid for services

- Expenditure in relation to the investigation and resolution of complaints
- Expenditure on legal services.

4.3 Schools that convert to academy status

- 4.3.1 If a school converts to academy status, the ESFA will recoup the amount retained for that school from the local authority's DSG for the remaining months of the financial year that the school is an academy.
- 4.3.2 The academy will be reimbursed in its monthly general annual grant (GAG) payment from the point of conversion.
- 4.3.3 Unlike for de-delegated services, there will be no phased transfer of funding following conversion so there will be immediate recoupment of this part of the budget.
- 4.3.4 For example: if a school converts on 1 January 2023 (three months prior to the end of the financial year), ESFA will recoup three twelfths of the retained amount relating to that school.

Schools revenue funding 2022 to 2023, Operational guide, July 2021

References are to the relevant schedules in the School and Early Years Finance (England) Regulations 2021.

Responsibilities held for maintained schools only¹

Statutory and regulatory duties

- Functions of LA related to best value and provision of advice to governing bodies in procuring goods and services (Sch 2, 58)
- Budgeting and accounting functions relating to maintained schools (Sch 2, 74)
- Authorisation and monitoring of expenditure in respect of schools which do not have delegated budgets, and related financial administration (Sch 2, 59)
- Monitoring of compliance with requirements in relation to the scheme for financing schools and the provision of community facilities by governing bodies (Sch 2, 60)
- Internal audit and other tasks related to the local authority's chief finance officer's responsibilities under Section 151 of LGA 1972 for maintained schools (Sch 2, 61)
- Functions made under Section 44 of the 2002 Act (Consistent Financial Reporting) (Sch 2, 62)
- Investigations of employees or potential employees, with or without remuneration to work at or for schools under the direct management of the headteacher or governing body (Sch 2, 63)
- Functions related to local government pensions and administration of teachers' pensions in relation to staff working at maintained schools under the direct management of the headteacher or governing body (Sch 2, 64)
- Retrospective membership of pension schemes where it would not be appropriate to expect a school to meet the cost (Sch 2, 77)
- HR duties, including: advice to schools on the management of staff, pay alterations, conditions of service and composition or organisation of staff (Sch 2, 65); determination of conditions of service for non-teaching staff (Sch 2, 66); appointment or dismissal of employee functions (Sch 2, 66)
- Consultation costs relating to staffing (Sch 2, 68)
- Compliance with duties under Health and Safety at Work Act (Sch 2, 69)
- Provision of information to or at the request of the Crown relating to schools (Sch 2, 70)
- School companies (Sch 2, 71)
- Functions under the Equality Act 2010 (Sch 2, 72)
- Establish and maintaining computer systems, including data storage (Sch 2, 73)
- Appointment of governors and payment of governor expenses (Sch 2, 74)

Education welfare

- Inspection of attendance registers (Sch 2, 80)

Asset management

- General landlord duties for all maintained schools (Sch 2, 78a & b (section 542(2)) Education Act 1996; School Premises Regulations 2012) to ensure that school buildings have:
 - appropriate facilities for pupils and staff (including medical and accommodation)
 - the ability to sustain appropriate loads
 - reasonable weather resistance
 - safe escape routes
 - appropriate acoustic levels
 - lighting, heating and ventilation which meets the required standards
 - adequate water supplies and drainage
 - playing fields of the appropriate standards
- General health and safety duty as an employer for employees and others who may be affected (Health and Safety at Work etc. Act 1974)

¹ (References are to the relevant schedules in the School and Early Years Finance (England) Regulations 2020).

- Management of the risk from asbestos in community school buildings (Control of Asbestos Regulations 2012)

Central support services

- Clothing grants (Sch 2, 54)
- Provision of tuition in music, or on other music-related activities (Sch 2, 55)
- Visual, creative and performing arts (Sch 2, 56)
- Outdoor education centres (but not centres mainly for the provision of organised games, swimming or athletics) (Sch 2, 57)

Premature retirement and redundancy

- Dismissal or premature retirement when costs cannot be charged to maintained schools (Sch 2, 79)

Monitoring national curriculum assessment

- Monitoring of National Curriculum assessments (Sch 2, 76)

Therapies

- This is now covered in the high needs section of the regulations and does not require schools forum approval

Additional note on central services

Services set out above will also include administrative costs and overheads relating to these services (regulation 1(4)) for:

- expenditure related to functions imposed by or under chapter 4 of part 2 of the 1998 Act (financing of maintained schools), the administration of grants to the local authority (including preparation of applications) and, where it's the local authority's duty to do so, ensuring payments are made in respect of taxation, national insurance and superannuation contributions
- expenditure on recruitment, training, continuing professional development, performance management and personnel management of staff who are funded by expenditure not met from schools' budget shares and who are paid for services
- expenditure in relation to the investigation and resolution of complaints
- expenditure on legal services

¹ (References are to the relevant schedules in the School and Early Years Finance (England) Regulations 2020).

SERVICES TO MAINTAINED SCHOOLS APPENDIX B

per pupil

2021-22 FIGURES

£22.93

School Name	NOR including reception uplift	Education functions for mainstream maintained schools
	37933.50	£444,933.72
Chase Lane Primary School	615.00	£14,101.95
Whitehall Primary School	413.00	£9,470.09
Downsell Primary School	431.00	£9,882.83
Newport School	767.00	£17,587.31
Chapel End Infant School and Early Years Centre	235.00	£5,388.55
Edinburgh Primary School	406.00	£9,309.58
Greenleaf Primary School	415.00	£9,515.95
Handsworth Primary School	415.00	£9,515.95
Thorpe Hall Primary School	399.00	£9,149.07
The Winns Primary School	595.00	£13,643.35
Oakhill Primary School	195.00	£4,471.35
Henry Maynard Primary School	805.00	£18,458.65
South Grove Primary School	422.00	£9,676.46
Dawlish Primary School	200.00	£4,586.00
Gwyn Jones Primary School	406.00	£9,309.58
George Tomlinson Primary School	443.00	£10,157.99
Mission Grove Primary School	715.00	£16,394.95
Coppermill Primary School	220.00	£5,044.60
Stoneydown Park School	534.00	£12,244.62
Parkside Primary School	591.00	£13,551.63
The Jenny Hammond Primary School	358.00	£8,208.94
Ainslie Wood Primary School	411.00	£9,424.23
Barn Croft Primary School	183.00	£4,196.19
Chingford CofE Primary School	413.00	£9,470.09
St Mary's Catholic Primary School	212.00	£4,861.16
St Joseph's Catholic Junior School	187.00	£4,287.91
St Joseph's Catholic Infant School	120.00	£2,751.60
Our Lady and St George's Catholic Primary School	367.00	£8,415.31
St Patrick's Catholic Primary School	382.00	£8,759.26
Frederick Bremer School	852.00	£19,536.36
Heathcote School & Science College	909.00	£20,843.37
Willowfield School	876.00	£20,086.68
Leytonstone School	925.00	£21,210.25
Walthamstow School for Girls	892.00	£20,453.56
Kelmscott School	861.00	£19,742.73
Holy Family Catholic School	988.00	£22,654.84
Buxton School	1246.00	£28,570.78

Post De-delegation budget
£214,928,097.39
£3,362,382.63
£2,031,059.80
£2,542,067.86
£3,634,987.42
£1,346,422.45
£2,110,363.47
£2,011,845.37
£1,903,447.51
£2,006,363.84
£2,961,904.82
£981,572.98
£3,779,230.13
£2,383,079.86
£1,060,699.33
£1,927,594.21
£2,206,284.85
£3,487,733.46
£1,141,586.86
£2,653,330.52
£2,950,583.20
£1,764,575.99
£2,023,734.92
£994,426.55
£1,927,660.57
£1,007,133.03
£961,150.63
£697,158.19
£1,800,936.94
£1,868,856.25
£6,367,417.13
£6,600,735.55
£5,974,329.22
£6,074,579.62
£5,907,648.68
£5,951,214.40
£6,527,878.23
£7,495,368.32

budget % (max 0.5%)	over 0.5%?
0.419%	NO
0.466%	NO
0.389%	NO
0.484%	NO
0.400%	NO
0.441%	NO
0.473%	NO
0.500%	NO
0.456%	NO
0.461%	NO
0.456%	NO
0.488%	NO
0.406%	NO
0.432%	NO
0.483%	NO
0.460%	NO
0.470%	NO
0.442%	NO
0.461%	NO
0.459%	NO
0.465%	NO
0.466%	NO
0.422%	NO
0.491%	NO
0.483%	NO
0.446%	NO
0.395%	NO
0.467%	NO
0.469%	NO
0.307%	NO
0.316%	NO
0.336%	NO
0.349%	NO
0.346%	NO
0.332%	NO
0.347%	NO
0.381%	NO

Belmont Park	57.00	£1,307.01
PRUs	86.00	£1,971.98

Meeting / Date	SCHOOLS FORUM 8 December 2021	Agenda Item	7
Report Title	School Improvement Budget 2022-23 and 2023-24		
Decision/Discussion/ Information	For Discussion and Decision by Maintained Primary schools, Maintained Secondary schools, the Maintained Special School and the PRUs only		
Report Author/ Contact details	David Kilgallon, Director of Learning and Systems Leadership david.kilgallon@walthamforest.gov.uk		
Appendices	Appendix A: Illustration of the cost to each maintained school		

1. SUMMARY

- 1.1 This report requests that maintained schools allow the Local Authority (LA) to retain centrally funding towards the costs of school improvement services that have previously been funded by the School Improvement Monitoring and Brokering grant.

2. RECOMMENDATIONS

2.1 Maintained School members of Schools Forum (primary, secondary, special and PRU) to note:

- 2.1.1 The Department for Education (DfE) proposed reduction to the School Improvement Monitoring & Brokering Grant, of 50% in 2022-23 with it being removed entirely in 2023-24.
- 2.1.2 The proposed change to regulations for the financial year 2022-23 to allow local authorities to fund school improvement activity via de-delegation from schools' budget shares.

2.2 Maintained School members of Schools Forum (primary, secondary, special and PRU) to agree:

- 2.2.1 To allow the Local Authority to retain centrally held funds on an annual basis for the next three financial years to enable the local authority to fulfil its duties towards the wider school improvement function, including providing support and interventions for any maintained school falling below an Ofsted categorisation of "Good".
- 2.2.2 To agree to this centrally retained funding to be £80,000 for financial year 2022-23, estimated at £2.11 per pupil with a matching per-place amount applied to the maintained special school and the PRUs.

- 2.2.3 To agree in principle to this centrally retained funding to be approximately £160,000 for financial year 2023-24 and in 2024-25, based on a per pupil amount with a matching per-place amount applied to the maintained special school and the PRUs.

3. REASON

- 3.1 The DfE is proposing to remove the School Improvement Monitoring & Brokering Grant, which is currently allocated to local authorities to support school improvement activities, reducing the grant by 50% in 2022-23 and removing it entirely in 2023-24. The DfE is proposing also to make provisions within the regulations for the financial year 2022-23 to allow local authorities to fund all their school improvement activity (including all core school improvement activities) via de-delegation from schools' budget shares.
- 3.2 The LA is proposing that maintained schools de-delegate £80,000 in 2022-23 to replace the loss of 50% of the grant, followed by the full £160,000 in 2023-24 and 2024-25.
- 3.3 Maintained schools' members of the Schools Forum: primary, secondary, special and pupil referral units (PRUs), are asked to agree the amount the LA will retain.
- 3.4 If the LA and Schools Forum are unable to reach a consensus on the amount to be retained by the LA, the matter can be referred to the Secretary of State.

4. BACKGROUND

4.1 The School Improvement Monitoring & Brokering Grant and new arrangements

- 4.1.1 The School Improvement Monitoring & Brokering Grant totalled £174,925 in 2019-20 and £163,603 in 2021-22.
- 4.1.2 The grant has been allocated to local authorities since September 2017 to allow them to continue to monitor performance of maintained schools, broker school improvement provision, and intervene as appropriate. LAs have predominantly used the grant on early challenge and support in cases of potential underperformance, rather than use of formal intervention powers.
- 4.1.3 The DfE's rationale for removing the grant and replacing it with a de-delegated budget is that it corresponds with their drive towards a school-led improvement system and will put more decisions about improvement provision to schools into the hands of school leaders (via schools forums).
- 4.1.4 With an average uplift in next year's provisional core school funding allocations of 3.2%, as the beneficiaries of improvement support from councils, the DfE believes it is right that schools contribute to the cost of such

support but, in turn, they should have greater influence over the activity undertaken.

- 4.1.5 The DFE believes that the new arrangements will bring the funding for councils' improvement activity closer into line with the relationship between individual academies and their Multi Academy Trusts (MATs), which normally top-slice funding to secure improvement support.

4.2 Waltham Forest Context

- 4.2.1 Over the last three years, given the stability of maintained schools and with them almost universally holding a "Good" or "Outstanding" Ofsted categorisation the LA has primarily focused its use of the School Improvement Monitoring & Brokering Grant on projects such as CAT4 tests, Berry Street Education, Votes for Schools, Learning by Questions and Juniper Education catch up curriculum where schools have been given the opportunity to opt in. In addition approximately £30,000 per annum has been used for interventions in schools falling below a "Good" Ofsted grade. In 2021-22, it was also used to fund £50,000 towards the Secondary Challenge alongside support to staff wellbeing through the Thrive App and coaching for school leaders.
- 4.2.2 The sum received by the LA has reduced as schools have academized. It is proposed that the total amount requested each year continues to follow this principle.
- 4.2.3 Moving forward it is proposed that a process is agreed by which maintained schools are more directly engaged in identifying priorities for use of this funding based on borough level data on the outcomes for children, from Early Years through to Post 16, alongside emerging trends.
- 4.2.4 It is proposed that an annual contingency is retained centrally for supporting maintained schools who require urgent intervention support.
- 4.2.5 It is further proposed that at the end of each financial year maintained schools are consulted on how any underspend within this centrally retained funding is managed with it, for example either being distributed back into maintained school budgets or used to reduce the next years per pupil contribution to the centrally retained funding.

SCHOOL IMPROVEMENT APPENDIX A

OCTOBER 2020

PER PUPIL 2022-23

£2.11

PER PUPIL 2023-24

£4.22

LAESTAB	School Name	NOR including reception uplift
Total		37933.50
3202001	Chase Lane Primary School	615.00
3202006	Whitehall Primary School	413.00
3202017	Downsell Primary School	431.00
3202023	Newport School	767.00
3202028	Chapel End Infant School and Early Years Centre	235.00
3202030	Edinburgh Primary School	406.00
3202031	Greenleaf Primary School	415.00
3202045	Handsworth Primary School	415.00
3202049	Thorpe Hall Primary School	399.00
3202050	The Winns Primary School	595.00
3202062	Oakhill Primary School	195.00
3202064	Henry Maynard Primary School	805.00
3202066	South Grove Primary School	422.00
3202067	Dawlish Primary School	200.00
3202069	Gwyn Jones Primary School	406.00
3202072	George Tomlinson Primary School	443.00
3202074	Mission Grove Primary School	715.00
3202075	Coppermill Primary School	220.00
3202076	Stoneydown Park School	534.00
3202078	Parkside Primary School	591.00
3202079	The Jenny Hammond Primary School	358.00
3202082	Ainslie Wood Primary School	411.00
3202083	Barn Croft Primary School	183.00
3203001	Chingford CofE Primary School	413.00
3203300	St Mary's Catholic Primary School	212.00
3203301	St Joseph's Catholic Junior School	187.00
3203305	St Joseph's Catholic Infant School	120.00
3203311	Our Lady and St George's Catholic Primary School	367.00
3205200	St Patrick's Catholic Primary School	382.00
3204060	Frederick Bremer School	852.00
3204063	Heathcote School & Science College	909.00
3204066	Willowfield School	876.00
3204069	Leytonstone School	925.00
3204072	Walthamstow School for Girls	892.00
3204075	Kelmscott School	861.00
3204603	Holy Family Catholic School	988.00
3204000	Buxton School	1246.00
	Belmont Park	57.00
	PRUs	86.00

£80,000.00	£160,000.00
£1,297.01	£2,594.01
£871.00	£1,742.00
£908.96	£1,817.92
£1,617.57	£3,235.14
£495.60	£991.21
£856.24	£1,712.47
£875.22	£1,750.43
£875.22	£1,750.43
£841.47	£1,682.95
£1,254.83	£2,509.66
£411.25	£822.49
£1,697.71	£3,395.42
£889.98	£1,779.96
£421.79	£843.58
£856.24	£1,712.47
£934.27	£1,868.53
£1,507.90	£3,015.80
£463.97	£927.94
£1,126.18	£2,252.36
£1,246.39	£2,492.78
£755.01	£1,510.01
£866.78	£1,733.56
£385.94	£771.88
£871.00	£1,742.00
£447.10	£894.20
£394.37	£788.75
£253.07	£506.15
£773.99	£1,547.97
£805.62	£1,611.24
£1,796.83	£3,593.66
£1,917.04	£3,834.08
£1,847.44	£3,694.89
£1,950.78	£3,901.56
£1,881.19	£3,762.37
£1,815.81	£3,631.62
£2,083.65	£4,167.29
£2,627.76	£5,255.51
£120.21	£240.42
£181.37	£362.74