

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
Weds 14 December 2022, 5:30pm	VIA TEAMS
Contact:	
Clerk to Schools Forum	Dennese.white@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)	
Laura Hewer	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)	
Wayne Barnet	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 School and Sixth Form)
Tracey Penfold	Highams Park Trust
Maintained Secondary Governor Representative (1)	
Shona Ramsey	Leytonstone
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	VACANT
16-19 Providers	Janet Gardner (Waltham Forest College)
Trade Unions	Paul Phillips (NEU)
Diocesan	Carolyn Laws (Holy Family)

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AGENDA

Agenda Item	Report Name	Report Authors
1	Welcome all and Apologies Welcome new member: Shona Ramsey, maintained secondary governor	Chair
2	Declarations of Interest	All
3	Minutes of meeting 16 November 2022	Chair
3a	Decision Sheet from 16 November 2022	For the record
Part 1: Items for all members		
4	Inter Block Transfer: Maintained Nursery School Business Rates	Duncan James-Pike and Eve McLoughlin
5	Inter Block Transfer: Support to Reception Age Pupils	Duncan James-Pike and Eve McLoughlin
6	Central School Services Block	Duncan James-Pike
7	Growth Fund	Duncan James-Pike
Part 2: Items for maintained school representatives only		
8	Services to Maintained Schools	Duncan James-Pike
9	School Improvement Budget 2023-24	Lauren Ovenden
	Date of Next Meetings: Wednesdays, 5:30pm <ul style="list-style-type: none"> • 18 January 2023 • 08 February 2023 	

MINUTES OF SCHOOLS FORUM MEETING

Wednesday 16 November 2022

Day/Date/Time	Venue
Weds 16 November 2022, 5.30 pm	VIA TEAMS
Contact:	
Clerk to Schools Forum	<u>Dennese.white@walthamforest.gov.uk</u>
Maintained Primary Headteacher Representatives (5)	
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)	
Laura Hewer	Lime Trust (Larkwood, Hornbeam)
Maureen Okyoe	Arbor Trust (Davies Lane, Selwyn, Woodford Green, Acacia Nursery)
Maintained Primary Governor Representatives (1)	
Nursery School Representative (1)	
Helen Currie	Forest Alliance Nursery Schools (Church Hill, Low Hall)
Maintained Secondary Headteacher Representatives (2)	
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Jenny Smith	Frederick Bremer School
Secondary Academies and Secondary Free Schools Representatives (4)	
John Hernandez (Vice Chair)	Exceptional Education Trust (Norlington School and Sixth Form)
Tracey Penfold	Highams Park Trust
Maintained Secondary Governor Representative (1)	
Maintained Special School Representative (1)	
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	
16-19 Providers	
Trade Unions	
Diocesan	Carolyn Laws (Holy Family)

Officers	
Lauren Ovenden	Director of Education
Duncan James-Pike	Strategic Finance Advisor
Jamel Mason	Senior Accountant
Eve McLoughlin	Head of Early Years, Childcare and Business Development
Hiran Perera	Principal Accountant
Lindsay Jackson	Assistant Director Post 16 & School Operations
Lucinda Lord	Senior Accountant Education Finance
Gurpreet Kataora	Head of School Business Support
Sergio Dimech	Head of Education Finance
Umut Yeter	Principal Accountant
Observers	
Shermaine Lewis	Frederick Bremer School
Rosette Dixon	Leytonstone School
Sian Boutalbi	Gwyn Jones School
Noreen Ali	Eden
Apologies	
Rob Pittard	Exceptional Education Trust (Norlington)
Aktar Beg	Edinburgh School

1. Welcome and Apologies

1.2 Apologies from Rob Pittard and Akhtar Beg
 1.2 Vacancies: Early years PVI Representative and Maintained Secondary Governor representative Gillian Barker WSFG has resigned.

1.3 Comment

Chair asked officers to advertise these positions

1.4 Question

We have had a few apologies from one member several times in a row at what point do we consider their membership?

1.4 Response

We have been fairly relaxed on this as there is little or no competition to be on Schools Form, also the member in question was active in the Task & Finish Group in the Summer Term

2. Declaration of Interests

2.1 No Declaration of Interests highlighted

3. Minutes of 21 September 2022 Schools Forum meeting

3.1 No inaccuracies documented. Minutes were agreed

3a. Decision Sheet from September 2022

Noted for record

3.2 Matter Arising: None

4 Draft Local Funding Formula 2023-24

This report sets out the draft Local Funding Formula (LFF) and Minimum Funding Guarantee (MFG) for the Schools Block 2023-24.

4.1 Schools Forum agreed the recommendations.

11 in favour; 0 against; 0 abstentions

4.2 No questions were recorded

5 Early Years Block: Early Years funding formula planning for free early education payments for 2-, 3- and 4-year-olds for 2023-24

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 2023-24

5.2 Schools Forum noted the report.

5.3 No questions were recorded.

6 Maintained Nursery Schools Business Rates

6.1 This report informs Schools Forum that the LA intends to consult with schools and academies in the two weeks 21 November to 2 December on a proposal to continue transfer £55,000 (0.02%) of the Schools Block to the Early Years Block in 2023-24 to fund Business Rates for the three Maintained Nursery Schools (MNS) in Waltham Forest: Acacia, Church Hill, and Low Hall.

6.2 Chair declared interest and offered to hand-over control of the meeting

6.3 Question

I didn't realise this was linked with the other proposal

6.3 Response

There will be 2 questions

6.4 Question

I thought we could just agree this as both fair & appropriate

6.5 Response

Asking to transfer not just this amount but a much bigger amount as part of an overall transfer amount must consult formally

6.6 Comment

This is a small amount but now linked

6.7 **Response**

Yes, but there are two separate proposals

6.8 **Question**

Why link the 2 questions together?

6.9 **Response**

If just the £55K we could have continued as the figure is not material although strictly speaking should have consulted more widely, by asking for larger amount overall, we must consult.

We are consulting on two questions in conjunction with each other. 2 separate questions & 2 separate arguments

6.10 **Question**

Could you agree to only one question?

6.11 **Response**

Absolutely. There are 2 separate business cases. Schools Forum is to consider results of consultation (not a referendum) and then make Schools Forum makes up its own mind

6.12 **Comment**

On behalf of MNS: we are happy with that

6.13 Schools Forum noted the report

7 **High Needs Mid-Year Update**

7.1 This report updates School Forum on the current year-end projection for the High Needs Block, including the High Needs Supplementary Grant, and the development of the DSG Management Plan.

7.2 **Question**

At 4.5 & 4.6 it says the new Resource Ladder uplifted for 21-22 pay award but doesn't mention the need to raise the old Resource Ladder which a lot of children are still on.

7.3 **Response**

Nothing proposed to increase old Resource Ladder. There is no spare money. If we prioritise the old Resource Ladder, we need to choose not to do something else.

7.4 Schools Forum noted the report

8 **High Needs: Capital Investment**

8.1 This report informs School Forum of the current capital investment for High Needs provisions.

8.2 **Question**

1 bullet point says place creation, also what do you mean by repairs & equipment?

8.3 **Response**

We are not just putting money into new provision but reviewing SRPs to make sure they are still able to meet requirements.

8.4 Schools Forum noted the report

9 **High Needs: Support for Inclusive Schools**

9.1 This report sets out the outcomes of the Inclusive Schools Task and Finish Group and issues for further consideration.

9.2 **Comment**

I couldn't see MNS included in the table.

9.3 **Response**

They weren't included at this point included

9.4 **Comment**

MNS are schools

9.5 **Response**

The group discussed MNS and said they would be included

9.6 **Comment**

I was asked to be on the group 3 times but not included

9.7 **Response**

Focus was on possible Schools Block funding so MNS not included at this point, recognise the % of children with EHCP and SEND is higher in MNS

9.8 **Comment**

Appreciate support given to MNS

10 **High Needs: Consultation on Inter Block Transfer**

10.1 This report informs School Forum that the LA intends to consult with schools and academies in the two weeks 21 November to 2 December on a proposal to transfer £350,000 (0.15%) of the Schools Block to the High Needs Block in 2023-24.

10.2 Chair handed over to Vice-chair

10.3 **Additional Points**

Current outlier in terms of 0-5 EHCPs, higher than other areas

Working more creatively, might lead to fewer EHCPs

10.4 **Comment**

MNS create a lot of EHCPs. We have children with complex needs. Special schools won't admit without EHCPs

10.5 **Response**

We would always aim to have EHCPs plans in place before admissions for Special School places.

This proposal is not for higher levels of need. Aim to support around 30 children at lower end who would otherwise be on Level 1 or 2.

10.6 Schools Forum noted the report

Schools Forum, 16 November 2022

Summary of Decisions

Item 4 **Draft Local Funding Formula 2023-24**

Schools Forum agreed:

- 2.1.1 To use the NFF factors and rates for 2023-24.
- 2.1.1 To use the maximum MFG permitted (+0.5%).
- 2.1.2 After running the formula, if there are unallocated funds, these are allocated through raising the rates for Basic Entitlement (AWPU), subject to the maximum permitted.
- 2.1.3 If these upper limits are reached, any further funds will be applied to the Growth Fund.

Item 5 **Early Years Block: Early Years funding formula planning for free early education payments for 2-, 3- and 4-year-olds for 2023-24**

Schools Forum noted:

- 2.1.1 The proposed timeline set out in Table 1 should form the basis of development of the 2023-24 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 2023-24 Early Years Block funding;
 - The wider consultation with all FEEE providers regarding the 2023-24 Early Years Funding Formula (EYFF) for 2-, 3- and 4-year-olds; and
 - The 2023-24 provider EYFF hourly payment rates for 2-, 3- & 4-year-olds.
- 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 **Maintained Nursery Schools Business Rates**

Schools Forum noted:

- 2.1 The LA intends to consult with schools and academies in the two weeks 21 November to 2 December on a proposal to continue in 2023-24 to transfer £55,000 (0.02%) of the Schools Block to the Early Years Block in 2023-24 to

fund Business Rates for the three Maintained Nursery Schools (MNS) in Waltham Forest: Acacia, Church Hill, and Low Hall.

- 2.2 This proposal will be consulted on in conjunction with the proposal for an inter- block transfer for support for Reception age pupils from the Schools Block to the High Needs Block (see Item 10 on this agenda)
- 2.2.3 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 for a further year to support MNS during financial year 2023-24. The LA will continue to discuss this issue with the DfE/EFSA. Our hope is that by 2024-25 these issues will be resolved as part of any changes to schools' business rates funding or EY DSG funding levels and/or permissible supplements, which will negate the need for inter block transfers in future years.

Item 7 High Needs Mid-Year Update

Schools Forum noted:

- 2.1 That the projected outturn for the High Needs Block is a deficit of £170,000 but this is dependent on the outcome for significant risks within the assumptions used in the projections for the second half of the financial year.
- 2.2 The progress report on the development of the DSG Management Plan.

Item 8 High Needs: Capital Investment

Schools Forum noted:

- 2.1 The contents of this report.

Item 9 High Needs: Support for Inclusive Schools

Schools Forum noted:

- 2.1 The outcomes of the Inclusive Schools Task and Finish Group and that there are several issues to be considered further before any proposals to implement the proposed additional support are taken forward.

Item 10 High Needs: Consultation on Inter Block Transfer

Schools Forum noted:

- 2.1 The LA intends to consult with schools and academies in the two weeks 21 November to 2 December on proposals to transfer £350,000 (0.15%) of the

Schools Block to the High Needs Block in 2023-24. The total transfer permitted without referral to the DFE would be £1.1 million (0.5%).

- 2.2 This proposal will be consulted on in conjunction with the proposal for an inter-block transfer for MNS rates from the Schools Block to the Early Years Block (see Item 6 on this agenda).

LONDON BOROUGH OF WALTHAM FOREST

Meeting / Date	SCHOOLS FORUM 14 December 2022	Agenda Item	4
Report Title	Maintained Nursery Schools Business Rates		
Decision/ Discussion/ Information	For Decision		
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		
Appendices	Appendix A: Consultation Document		

1. INTRODUCTION

- 1.1 This report recommends that Schools Forum agrees to continue transfer £55,000 (0.02%) of the Schools Block to the Early Years Block in 2023-24 to fund Business Rates for the three Maintained Nursery Schools (MNS) in Waltham Forest: Acacia, Church Hill, and Low Hall.

2. RECOMMENDATIONS

2.1 Schools Forum to consider:

- 2.1.1 The results of the consultation with schools and academies.

2.2 Schools Forum to agree:

- 2.2.1 To continue to transfer £55,000 (0.02%) of the Schools Block to the Early Years Block in 2023-24 - approximately £1.47 per pupil - to fund Business Rates for the three Maintained Nursery Schools (MNS) in Waltham Forest: Acacia, Church Hill, and Low Hall.

3. BACKGROUND

- 3.1. A full report on the inequalities of lack of business rate funding for MNS was noted by Schools Forum at its November 2022 meeting. The LA advised of the necessity of consulting schools and academies due to a second, larger proposal to transfer funds from the Schools Block happening at the same time.
- 3.2 A consultation was held between the two weeks 21 November to 2 December. An email was sent out to all schools and academies with the consultation document (extract at Appendix A of this report) and a link to the consultation website. A reminder email was sent out half way through the consultation period.

3.3 There were 10 responses to the consultation: 9 for the proposal and 1 against.

3.4 The following comments were made:

- We are sympathetic to the predicament of the EY Block but feel we do think it is not satisfactory that another block is having to fund this shortfall
- I have a vested interested in this answer, obviously.

Appendix A: Consultation Business Case

PROPOSAL 1: MAINTAINED NURSERY SCHOOL (MNS) BUSINESS RATES

To continue to transfer £55,000 (0.02%) of the Schools Block to the Early Years Block in 2023-24 - approximately £1.47 per pupil - to fund Business Rates for the three Maintained Nursery Schools (MNS) in Waltham Forest: Acacia, Church Hill, and Low Hall.

Business Case Summary

The total annual business rates costs for all three MNS is circa £55,000. Schools Forum agreed a transfer of £55k from the Schools Block to the Early Years Block for the current financial year 2022-23 to cover the costs of the business rates in MNS and the proposal is to extend this for a further year, 2023-24.

Historically there has been a fundamental unfairness in the funding arrangements for MNS business rates when compared to funding for other schools and other Early Years providers.

The business rates for nursery provision within primary schools is included in the Business Rates funding that schools receive; and other Early Years providers that are voluntary organisations (e.g., registered charities) can apply for discretionary relief from Business Rates.

MNS used to receive funding for rates via a premises supplement previously, however, this was removed when the Early Years National Funding Formula was introduced. The financial sustainability of all three MNS is compromised by this unfunded burden and this situation is reflected nationally where the number of MNS in deficit is growing.

MNS are small schools but have a high cost base as they are required to employ a headteacher, qualified teachers, a SENCO (Special Educational Needs Coordinator) and staff with level 3 qualifications, while PVI's (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.

In recognition of these higher costs for MNS compared to other early years providers, the Government has provided additional temporary supplementary funding to MNS but this does not cover the costs of business rates.

The Treasury has been lobbied on this issue by National Day Nurseries Association and through London Councils, but to date the government have not resolved the anomaly in funding.

While this disparity exists, Schools Forum believes that MNS business rate should be supported through a transfer from the Schools Block.

QUESTION 1

Do you agree to continue to transfer £55,000 (0.02%) of the Schools Block to the Early Years Block in 2023-24 - approximately £1.47 per pupil - to fund Business Rates for the three Maintained Nursery Schools?

LONDON BOROUGH OF WALTHAM FOREST

Meeting / Date	SCHOOLS FORUM 14 December 2022	Agenda Item	5
Report Title	Support for Reception Aged Pupils		
Decision/ Discussion/ Information	For Decision		
Report Author/ Contact details	Duncan James-Pike, Strategic Finance Advisor duncan.james-pike@walthamforest.gov.uk Eve McLoughlin – Head of Early Years & Business Development Service eve.mcloughlin@walthamforest.gov.uk - 020 8496 3576		
Appendices	Appendix A: Consultation Document		

1. INTRODUCTION

- 1.1 This report recommends that Schools Forum agreed to transfer £350,000 (0.15%) of the Schools Block to the High Needs Block in 2023-24 to extend SENIF funding to approximately 30 Reception-age children who would otherwise be likely to be assessed as requiring a Level 1 or 2 EHCP.

2. RECOMMENDATIONS

2.1 Schools Forum to consider:

- 2.1.1 The results of the consultation with schools and academies.

2.2 Schools Forum to agree:

- 2.2.1 To transfer £350,000 (0.15%) of the Schools Block to the High Needs Block in 2023-24 - approximately £9.31 per pupil - to extend SENIF funding to approximately 30 Reception-age children who would otherwise be likely to be assessed as requiring a Level 1 or 2 EHCP.

3. BACKGROUND

- 3.1. A full report on the proposals to support Reception age pupils was noted by Schools Forum at its November 2022 meeting. The LA advised of the necessity of consulting schools and academies on the proposal to transfer funds from the Schools Block.
- 3.2 A consultation was held between the two weeks 21 November to 2 December. An email was sent out to all schools and academies with the consultation document (extract at Appendix A of this report) and a link to the consultation

website. A reminder email was sent out half way through the consultation period.

3.3 There were 10 responses to the consultation: 8 for the proposal and 2 against.

3.4 The following comments were made:

- Response from Senco Team In principle extending SENIF finding to Reception would be useful and would help us out with chn who have arrived with no prior assessments or diagnosis. Would help to fund initial assessments e.g. SaLT, EP etc. However, £350k for 30 Reception pupils across the borough doesn't seem to make financial sense... (unless we have misunderstood this). Our questions would be... How will the funding be equally spread across the financial year? Is there anything to stop schools bulk applying in Autumn term??? Can EHCP application requests still be made while a child is in receipt of the funding? i.e. will the EHCP supersede the SENIF funding
- We are sympathetic to the predicament of the SEN Block but feel we do think it is not satisfactory that another block is having to fund this shortfall
- Yes, as long as this is not for children with higher needs and for EHCp levels 1-2
- Will need to see impact of pilot.
- The proportion of children with high needs in Reception have increased significantly.

Appendix A: Consultation Business Case

PROPOSAL 2: EXTENSION OF SENIF FUNDING TO RECEPTION AGE CHILDREN

To transfer £350,000 (0.15%) of the Schools Block to the High Needs Block in 2023-24 - approximately £9.31 per pupil – to fund a pilot to extend SENIF-style support to Reception-age children.

Business Case Summary

The LA continues to develop its DSG management plan, required under the grant conditions, to manage within its funding and, in the longer term, to address the historic High Needs Block deficit. The current budget forecasts indicate that the in-year High Needs budget is likely to be in deficit and future grant allocations will not support current levels of growth. This compromises the ability for investment in meeting need through alternative pathways.

While not in a formal intervention category, the LA is receiving support and challenge from the ESFA and as part of the DSG management plan, the LA must consider the limited tools at its disposal, among which is the ability, with Schools Forum support, to transfer up to £1.1 million (0.5%) of the Schools Block to the High Needs Block. Without Schools Forum agreement, or where they wish to transfer more than 0.5% of their Schools Block funding, local authorities may apply to the Secretary of State.

Schools Forum agreed a previous transfer of £303,000 in 2020-21 as a contribution towards the overall pressures. The LA did not request a transfer in 2021-22 or 2022-23 but is proposing a transfer of £350,000 for 2023-24, ring-fenced to a specific project to support Reception age children.

There are on average between 180 and 200 children in the Early Years Foundation Stage that have an EHCP, approximately 10% of these are on Level 1 or 2 EHCPs.

SEN Inclusion Funding (SENIF) supports children in their early years prior to them taking up their Reception place by providing evidence-based support and interventions that are matched to the child's area of need, to enable progress towards the desired learning and development outcomes. Post Covid applications for SENIF funding had increased by 50% but applications have almost doubled in September and October 2022. This funding stops once the child takes up their Reception place as it is funded by the Early Years Block.

It is proposed to invest the transferred funding in a pilot to extend SENIF-style support from April 2023 for children currently in Reception who were in receipt of higher level SENIF but do not currently have an EHCP; and from September 2023 around 30 children for the duration of their Reception year. SENIF would be allocated at the rate of an EHCP Level 1 or 2.

The pilot should help determine whether the increase in the number of children who are presenting with additional social/behavioural, communication and language needs is due to the impact of the Covid pandemic and whether in some instances, where appropriate, long term EHCPs are not necessary as needs can be met through shorter term funded intervention in the EYFS; or whether there is on-going learning and developmental delay that will continue and require an EHCP.

An evaluation will be undertaken to establish the effectiveness of the pilot and determine whether this would result in any policy changes to support children who might meet the criteria for lower level EHCP funding.

QUESTION 2

Do you agree to transfer £350,000 (0.15%) of the Schools Block to the High Needs Block in 2023-24 - approximately £9.31 per pupil – to fund a pilot to extend SENIF-style support to Reception-age children?

Meeting / Date	SCHOOLS FORUM 14 December 2022	Agenda Item	6
Report Title	Central School Services Block 2023-24		
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 and academies		

1. INTRODUCTION

- 1.1 This report requests that Schools Forum agrees to continue to allocate the Central Schools Services Block available after local authority teachers' pensions grant and copyright licences to the Admissions service; support to Schools Forum; and the LA's Retained Duties.

2. RECOMMENDATIONS

2.1 Schools Forum to agree:

- 2.1.1 To retain centrally £745,000 from the CSSB in 2023-24 and allocate to the Admissions service.
- 2.1.2 To retain centrally £37,000 from the CSSB in 2023-24 to provide support to Schools Forum.
- 2.1.3 To retain centrally the balance of the CSSB in 2023-24 (after the deduction for copyright licences and LA teachers' pensions grant) to support the LA's Retained Duties.

3. BACKGROUND

- 3.1 The Schools revenue funding 2023 to 2024 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)
- The Teachers Pay and Pensions Grant for LA services: Adult Learning; the Music Service; and the Hive (formerly Suntrap Outdoor Education Centre)

3.5 The LA's Retained Duties included in the CSSB are set out in Appendix A, the current allocation for 2022-23 and proposed allocation for 2023-24 are shown in the table below:

CENTRAL SCHOOL SERVICES BLOCK

Service	Initial 2022-23	Actual 2022-23	Initial 2023-24
Schools Forum	£36,350	£36,350	£37,000
Admissions	£745,000	£745,000	£745,000
LA Teachers Pay and Pensions	£155,139	£155,139	£155,139
Retained Duties	£426,197	£411,584	£433,823
Subtotal available to Council	£1,362,686	£1,348,073	£1,370,962
Copyright Licences	£182,747	£184,870	£194,114
TOTAL	£1,545,432	£1,532,943	£1,565,076

3.6 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.

3.7 These central functions were supported by the Education Services Grant paid to the LA but the funding has been transferred to the CSSB.

3.8 The initial allocation of the CSSB for 2023-24 including the LA teachers' pay and pensions allocation is £1.565 million from which the DFE will deduct an estimated £194,000 for copyright licenses.

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 Regulations

6.1 Where local authorities hold duties in relation to all schools (as set out in the School and Early Years Finance (England) Regulations 2022, 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 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.

Schools operational guide: 2023 to 2024, Updated 13 October 2022

References are to the relevant schedules in the School and Early Years Finance (England) Regulations 2022.

48. Responsibilities held for all schools

Statutory and regulatory duties

- Director of children's services and personal staff for director (Schedule 2, 15a)
- planning for the education service as a whole (Schedule 2, 15b)
- revenue budget preparation, preparation of information on income and expenditure relating to education, and external audit relating to education (Schedule 2, 22)
- authorisation and monitoring of expenditure not met from schools' budget shares (Schedule 2, 15c)
- formulation and review of local authority schools funding formula (Schedule 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 (Schedule 2, 15e)
- consultation costs relating to non-staffing issues (Schedule 2, 19)
- plans involving collaboration with other local authority services or public or voluntary bodies (Schedule 2, 15f)
- standing Advisory Committees for Religious Education (SACREs) (Schedule 2, 17)
- provision of information to or at the request of the Crown other than relating specifically to maintained schools (Schedule 2, 21)

48.1 Education welfare

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

48.2 Asset management

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

48.3 Other ongoing duties

- licences negotiated centrally by the Secretary of State for all publicly funded schools (Schedule 2, 8); this does not require schools forum approval

Appendix A Retained Duties for all schools and academies

- admissions (Schedule 2, 9)
- places in independent schools for non-SEN pupils (Schedule 2, 10)
- remission of boarding fees at maintained schools and academies (Schedule 2, 11)
- servicing of schools forums (Schedule 2, 12)
- back-pay for equal pay claims (Schedule 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 (Schedule 2, 23)

48.4 Historic commitments (none in Waltham Forest)

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

Meeting / Date	SCHOOLS FORUM 14 December 2022	Agenda Item	7
Report Title	Growth Fund and Falling Rolls Fund 2023-24		
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 020 8496 3502 Lindsay Jackson, Assistant Director Post 16 & School Operations lindsay.jackson@walthamforest.gov.uk		
Appendix	Appendix A: Growth Fund Estimates 2023-24 Appendix B: Growth Fund Scheme 2023-24		

1. SUMMARY

1.1 This report sets out proposals to support changes within the primary pupil population including amending the Growth Fund scheme to re-instate provisions for primary schools and recommends the size for the Growth Fund for 2023-24 and to ear-mark funding for the Falling Roll fund based on criteria previously agreed by Schools Forum.

2. RECOMMENDATION

2.1 Schools Forum to agree

2.1.1 That the ear-marked funding for the Growth Fund for 2023-24, currently estimated at £1.113 million, continues to be reserved for growth as in prior years.

2.1.2 That £51,000 be ear-marked from the Growth Fund to support schools that meet the Falling Rolls Fund criteria.

2.2 **Schools Forum to agree** to the Growth Fund and Falling Rolls Fund scheme for 2023-24 as shown in Appendix B which includes restoring these paragraphs to the scheme:

2.2.1 Primary Permanent Expansions: Each new FE will receive a first-year funding guarantee of 30 x KS1&2 AWPU + 30 x average AEN. For maintained schools this will be at x 7/12 for September to March. An additional £5,000 will be paid for each new FE towards the cost of resources.

- 2.2.2 Primary Temporary (Bulge Class) Expansions: Each new form of entry will receive a first-year funding guarantee of 30 x KS1&2 AWPU+ 30 x average AEN. For maintained schools this will be at x 7/12 for September to March. An additional £5,000 will be paid for each new FE towards the cost of resources.
- 2.2.3 Primary years after admission: Where the numbers in a bulge class fall below 25, the Local Authority provide protection up to 15 KS1&2 AWPU.

3. REASON

- 3.1 Schools Forum decides on the size of the Growth Fund and Falling Roll Fund and how they are allocated.
- 3.2 The borough has seen a decrease in the primary pupil population overall and has been supporting school Governing Bodies to proactively manage this decrease through PAN reductions and caps on other year groups. Schools Forum previously agreed Falling Rolls Fund criteria to support schools that had sudden unexpected falls in PAN or where the LA was unable to support a PAN reduction due to need for capacity within the planning area.
- 3.3 The primary place capacity is not consistent across the borough and there has been an expectation that a 1FE expansion would be needed in the north of the borough, funding for which has been committed within the School Capital budget for the last few years. Given wider primary numbers the Pupil Planning Team have been monitoring need within the North, however, data continues to show the need for a 1FE expansion in the Chingford North Planning Area and the Strategic Education Asset Management Board (SEAM) has signed off a 1FE primary expansion to be in place by September 2023. To support this the Growth Fund scheme for primary needs to be restored.

4. BACKGROUND

- 4.1 Schools' budgets for a given financial year are determined by the pupil count in the preceding October's school census. Therefore, a significant increase or unexpected decrease provides significant in year financial pressures. The Growth Fund and the Falling Rolls Fund aim to provide support to individual schools who are holding additional risk due to changes within their local communities.
- 4.2 The purpose of the Growth Fund is to support schools expanding to meet basic need of pupil places by ensuring that there is adequate funding for the additional new forms that otherwise would not get funded until the following financial year. For maintained schools this funding gap would be from the September of entry through to the end of the financial year in March, with the new form having appeared on the October census and attracting funding for

the new financial year in April. For academies, where the lag in funding is longer, the funding gap is from the September of entry through to the end of the academy financial year – the following August.

- 4.2 There are three primary schools and four secondary schools covered by the Growth Fund in 2023-24.
- 4.3 The key features of the current Growth Fund scheme are:
- First-year funding guarantee 30 pupils
 - Bulge Class Protection
 - Leadership & management
 - Additional funding for Resources
 - KS1 and reception protection from appeals etc
- 4.4 Starting in 2018-19, the LA received specific ear-marked Growth Funding from the ESFA based on historical spend and this had been reducing by 20% year on year. For 2023-24, the indicative allocation for the Growth Fund is £1.113 million against a projected cost of £1.061 million. If the actual allocation is less, there should be sufficient reserves to cover any anticipated shortfall.
- 4.6 **Appendix A** sets out the permanent expansions and bulge classes being supported in 2023-24
- 4.7 The Local Authority has statutory duties to ensure that: there are sufficient places for every school-aged child; there is enough capacity to enable parental choice; we comply with parental preference; and there is fair access to educational opportunity.
- 4.8 In order to balance these duties with pressures on school financial sustainability, the Pupil Place Plan for 2021-36 has set the target to hold 'surplus' capacity within each planning area between 3-5%. Analysis of the quality of the LA's forecasting data against actuals shows that there has been consistent accuracy with a slight over forecasting in primary of 3% in the last 2 years. The new Pupil Place Plan outlines the expectation that we will need to proactively manage PAN across individual planning areas with school governing bodies, retracting, and expanding as necessary for local community needs.
- 4.9 The need for a 1FE primary expansion in the Chingford North planning area has been presented to school representatives via the School Organisation and Admissions Board (SOAB) and to senior officers and the Children and Young People's Portfolio Lead via SEAM. It is responding to current and

forecast need for places within this planning ward which has a current and forecast place need, as shown in the table below:

Chingford North (Endlebury & Chingford Green wards)

	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Reception capacity	240	240	240	240	240	240
Forecast demand	241	240	240	243	243	253
Surplus / Deficit	-1	0	0	-3	-3	-13
Surplus / Deficit (%)	-0.4%	0.0%	0.0%	-1.3%	-1.3%	-5.4%

4.8 Analysis on the impact on surrounding planning areas has been undertaken and shared with SOAB. Whilst it is felt to have minimal overall impact on the wards it should be noted that conversations to reduce PAN are already being undertaken with 2 schools in neighbouring planning areas.

5. FALLING ROLLS FUND

5.1 Local authorities may set aside schools block funding to create a small fund to support good schools with falling rolls, where local planning data shows that the surplus places will be needed within the next three financial years.

5.2 Schools Forum last agreed a value for the fund and the criteria for allocation in 2019-20. Officers have assessed schools against the criteria each year and two schools have been assessed as eligible for support in 2023-24.

5.3 The criteria (with amendments to census dates) are as follows:

- Good or Outstanding Ofsted
- Numbers on Roll are less than 80% of total Planned Admission Number (PAN)
- Numbers on Roll are more than 5% lower in the October 2022 census than the October 2021 census
- School is in a planning area where the vacant places are required

5.4 These criteria have been set to ensure that funding is not supporting schools that have vacant places due to increasing their PAN for reasons other than addressing basic need. In addition, schools receiving falling roll funding are expected, as in previous years, to work with the Pupil Place Planning team make appropriate adjustments to their PAN and take other appropriate management actions to mitigate risks arising from their falling roll.

5.5 Schools will receive protection for the fall in numbers above the 5% threshold. This will be paid at the current AWPU rate. For example, a school that experienced a drop from of 6.5% will receive AWPU for 1.5% of its previous intake.

5.6 Under these criteria two schools would qualify for the Falling Rolls Fund. The amounts they would receive are shown in Table 1 below:

TABLE 1: FALLING ROLLS FUND 2023-24			
		Our Lady and St George's Catholic Primary School	St Joseph's Catholic Junior School
A	Total School Capacity	420	195
B	Oct 2021 census	347	159
C	Oct 2022 census	326	141
D (C-B)	Fall in NOR	21	18
E (D/B)	Fall as % of NOR PY	6.1%	11.32%
F (E-5%)	Fall over 5%	1.1%	6.32%
G (F x B)	This amount over 5% of PY intake	3.65	10.05
H	AWPU (2023-24 rate)	£3,684	£3,684
J (H x G)	Falling Rolls Fund Support	£13,448	£37,027
	Total		£50,475

	Permanent Expansions				Bulge Class Protection							New Bulge Class 2023	Leadership & Management			TOTALS	
	2017	2021	2022	2023	2016	2017	2018	2019	2020	2021	2022		Stage 1	Stage 2	Stage 3		
Parkside	£88,345				£4,605												£92,950
Leytonstone		£111,472															£111,472
Coppermill						£11,053											£11,053
Chingford North																	£184,616
Kelmscott				£235,179					£67,525								£302,704
Norlington			£191,274														£191,274
Willowfield				£117,085										£50,000			£167,085
TOTALS	£88,345	£111,472	£191,274	£352,264	£4,605	£11,053	£0	£0	£67,525	£0	£0	£134,616	£50,000	£0	£50,000	£1,061,154	

Growth Fund and Falling Rolls Fund schemes 2023-24

SUPPORT WHERE THERE IS MAJOR CAPITAL WORKS

Where there is a planned expansion of a school by at least 1FE, the local authority will provide additional leadership and management funding. If at any stage the proposal to expand is cancelled the staged payments shall only be paid up to the end of the stage at which the project is stopped.

- Stage 1 During Summer Term of academic year prior to first bulge class. Conditional on the intention for further bulges: £50,000;
- Stage 2 During Summer Term of academic year prior to second bulge class (contingent on the first bulge filling and the second planned bulge being implemented) £50,000;
- Stage 3 During Summer Term of academic year prior to permanent expansion (contingent on agreement and approval of permanent expansion) £50,000.

SECONDARY

Permanent Expansions

Each new FE will receive a first-year funding guarantee of 30 x KS3 AWPU + 30 x average AEN. For maintained schools this will be at x 7/12 for September to March. An additional £5,000 will be paid for each new FE towards the cost of resources.

Temporary (Bulge Class) Expansions

Each new form of entry will receive a first-year funding guarantee of 30 x KS3 AWPU+ 30 x average AEN. For maintained schools this will be at x 7/12 for September to March. An additional £5,000 will be paid for each new FE towards the cost of resources.

Years after admission: Where the numbers in a bulge class fall below 25, the Local Authority provide protection up to 15 KS3 AWPU funding for Years 7, 8 and 9 and up to 10 KS4 AWPU for Years 10 and 11

PRIMARY

Permanent Expansions

Each new FE will receive a first-year funding guarantee of 30 x KS1&2 AWPU + 30 x average AEN. For maintained schools this will be at x 7/12 for September to March. An additional £5,000 will be paid for each new FE towards the cost of resources.

Temporary (Bulge Class) Expansions

Each new form of entry will receive a first-year funding guarantee of 30 x KS1&2 AWPU+ 30 x average AEN. For maintained schools this will be at x 7/12 for September to March. An additional £5,000 will be paid for each new FE towards the cost of resources.

Years after admission: Where the numbers in a bulge class fall below 25, the Local Authority provide protection up to 15 KS1&2 AWPU.

Key Stage 1 Class Size

When a school admits a pupil due to a request by the Local Authority or as the result of an appeal and this takes the number in the reception or Key Stage 1 class to over 30, the Local Authority will meet the cost of an additional teaching assistant to keep the class size at 30 or below. Payments will be made termly in arrears based on submitted evidence of costs incurred by the school.

FALLING ROLLS

Schools may receive support when the following criteria are met:

- Good or Outstanding
- Numbers on Roll are less than 80% of total Planned Admission Number (PAN)
- Numbers on Roll are more than 5% lower in the October 2022 census than the October 2021 census
- School is in a planning area where the vacant places are required

These criteria have been set to ensure that funding supports good and outstanding schools with falling rolls in planning areas where places are needed and the LA cannot not support reductions in PAN; and does not support schools that have vacant places as they have increased their PAN for reasons other than addressing basic need.

Schools will receive protection for the fall in numbers above the 5% threshold. This will be paid at the current AWPU rate. For example, a school that experienced a drop from of 6.5% will receive AWPU for 1.5% of its previous intake.

Meeting / Date	SCHOOLS FORUM 14 December 2022	Agenda Item	8
Report Title	Services for Maintained Schools 2023-2024		
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 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 2023-24.

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 2023-24 and that this should not be set at no more than 0.5% of any maintained school's budget share.
- 4.1.9 An illustration of the amounts proposed to be retained centrally from the budget share of each maintained school in 2023-24 is attached as Appendix B. These figures will be updated when the DFE releases the 2023-24 APT with the October 2022 census and the budget allocations for 2023-24 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 operational guide: 2023 to 2024, Updated 13 October 2022

References are to the relevant schedules in the School and Early Years Finance (England) Regulations 2022.

49. Responsibilities held for maintained schools only

49.1 School improvement

- expenditure related to core school improvement activities of local authorities with respect to maintained schools (Schedule 2, 54)

49.2 Statutory and regulatory duties

- functions of local authority related to best value and provision of advice to governing bodies in procuring goods and services (Schedule 2, 59)
- budgeting and accounting functions relating to maintained schools (Schedule 2, 75)
- authorisation and monitoring of expenditure in respect of schools which do not have delegated budgets, and related financial administration (Schedule 2, 60)
Monitoring of compliance with requirements in relation to the scheme for financing schools and the provision of community facilities by governing bodies (Schedule 2, 61)
- 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 (Schedule 2, 62)
- functions made under Section 44 of the 2002 Act (Consistent Financial Reporting) (Schedule 2, 63)
- 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 (Schedule 2, 64)
- 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 (Schedule 2, 65)
- retrospective membership of pension schemes where it would not be appropriate to expect a school to meet the cost (Schedule 2, 78)
- HR duties, including advice to schools on the management of staff, pay alterations, conditions of service and composition or organisation of staff (Schedule 2, 67), determination of conditions of service for non-teaching staff (Schedule 2, 67); appointment or dismissal of employee functions (Schedule 2, 68)
- consultation costs relating to staffing (Schedule 2, 69)
- compliance with duties under Health and Safety at Work Act (Schedule 2, 70)
- provision of information to or at the request of the Crown relating to schools (Schedule 2, 71)
- school companies (Schedule 2, 72)
- functions under the Equality Act 2010 (Schedule 2, 73)

Services to Maintained Schools Appendix A

- establish and maintaining computer systems, including data storage (Schedule 2, 74)
- appointment of governors and payment of governor expenses (Schedule 2, 75)

49.3 Education welfare

- inspection of attendance registers (Schedule 2, 81)

49.4 Asset management

- general landlord duties for all maintained schools (Schedule 2, 79a & 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)
- management of the risk from asbestos in community school buildings
- (Control of Asbestos Regulations 2012)

49.5 Central support services

- clothing grants (Schedule 2, 55)
- provision of tuition in music, or on other music-related activities (Schedule 2, 56)
- visual, creative, and performing arts (Schedule 2, 57)
- outdoor education centres (but not centres mainly for the provision of organised games, swimming, or athletics) (Schedule 2, 58)

49.6 Premature retirement and redundancy

- dismissal or premature retirement when costs cannot be charged to maintained schools (Schedule 2, 80)

49.7 Monitoring national curriculum assessment

- monitoring of National Curriculum assessments (Schedule 2, 77)

49.8 Therapies

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

49.9 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

2023-24 Estimate uses 2022-23 Pupil Numbers and Pupil characteristics. It is a Base Line estimate only
 Per Pupil Estimate uses October 2022 census

School Name	23-24 Estimate (Baseline with NFF uplift)	NOR As at 26 October 22	Per Pupil £24.20 for Services to Maintained Schools	MAX 0.5% of budget share
	£115,986,863	19,376.00	£468,899	0.40%
Chase Lane Primary School	£3,584,352.95	616.00	£14,907.20	0.42%
Whitehall Primary School	£2,137,421.19	408.00	£9,873.60	0.46%
Downsell Primary School	£2,513,255.38	372.00	£9,002.40	0.36%
Newport School	£3,788,786.56	766.00	£18,537.20	0.49%
Chapel End Infant School and Early Years Centre	£1,342,818.46	208.00	£5,033.60	0.37%
Edinburgh Primary School	£2,008,178.30	295.00	£7,139.00	0.36%
Greenleaf Primary School	£2,110,860.35	414.00	£10,018.80	0.47%
Handsworth Primary School	£2,015,926.64	416.00	£10,067.20	0.499%
Thorpe Hall Primary School	£1,958,220.23	337.00	£8,155.40	0.42%
The Winns Primary School	£2,961,667.54	579.00	£14,011.80	0.47%
Oakhill Primary School	£995,051.90	185.00	£4,477.00	0.45%
Henry Maynard Primary School	£3,926,816.08	755.00	£18,271.00	0.47%
South Grove Primary School	£2,500,417.69	400.00	£9,680.00	0.39%
Dawlish Primary School	£1,003,988.58	176.00	£4,259.20	0.42%
Gwyn Jones Primary School	£2,027,541.86	400.00	£9,680.00	0.48%
George Tomlinson Primary School	£2,261,032.80	434.00	£10,502.80	0.46%
Mission Grove Primary School	£3,532,702.49	712.00	£17,230.40	0.49%
Coppermill Primary School	£1,199,244.51	213.00	£5,154.60	0.43%
Stoneydown Park School	£2,827,799.12	546.00	£13,213.20	0.47%
Parkside Primary School	£3,216,959.08	619.00	£14,979.80	0.47%
The Jenny Hammond Primary School	£2,062,713.18	411.00	£9,946.20	0.48%
Ainslie Wood Primary School	£2,090,758.56	405.00	£9,801.00	0.47%
Barn Croft Primary School	£1,091,635.47	196.00	£4,743.20	0.43%
Chingford CofE Primary School	£2,022,635.44	417.00	£10,091.40	0.50%
St Mary's Catholic Primary School	£1,066,899.27	213.00	£5,154.60	0.48%
St Joseph's Catholic Junior School	£884,798.43	141.00	£3,412.20	0.39%
St Joseph's Catholic Infant School	£785,326.02	126.00	£3,049.20	0.39%
Our Lady and St George's Catholic Primary School	£1,823,577.84	327.00	£7,913.40	0.43%
St Patrick's Catholic Primary School	£1,904,661.07	372.00	£9,002.40	0.47%
Frederick Bremer School	£6,903,974.72	893.00	£21,610.60	0.31%
Heathcote School & Science College	£6,820,040.23	895.00	£21,659.00	0.32%
Willowfield School	£6,505,804.03	938.00	£22,699.60	0.35%
Leytonstone School	£6,723,335.10	1,005.00	£24,321.00	0.36%
Walthamstow School for Girls	£6,273,252.24	896.00	£21,683.20	0.35%
Kelmscott School	£6,392,591.25	973.00	£23,546.60	0.37%
Holy Family Catholic School	£7,030,705.71	976.00	£23,619.20	0.34%
Buxton School	£7,691,112.82	1,198.00	£28,991.60	0.38%
Belmont Park		57.00	£1,379.40	
PRUs		86.00	£2,081.20	

Meeting / Date	SCHOOLS FORUM 14 December 2022	Agenda Item	9
Report Title	School Improvement Budget 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	Lauren Ovenden, Director of Education Lauren.ovenden@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. It follows on from a similar paper, presented by the Director of Learning and Systems Leadership, last December for 2022-23.

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) reduced the School Improvement Monitoring & Brokering Grant by 50% in 2022-23 with it being removed entirely in 2023-24.
- 2.1.2 The ESFA confirmed that as the grant was to be phased out, local authorities are able to deduct funding from maintained school budgets to support the costs of this activity instead.

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 two 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". This would be a continuation of the agreement in principle in December 2022 for the financial year 2022-23.
- 2.2.3 To agree to this centrally retained funding to be approximately £160,000 for financial year 2023-24 and in 2024-25, based on £8.26 per pupil with a

matching per-place amount applied to the maintained special school and the PRUs.

3. REASON

- 3.1 The DfE removed the School Improvement Monitoring & Brokering Grant, which is currently allocated to local authorities to support school improvement activities, reducing by 50% in 2022-23 and removing entirely in 2023-24. The DfE made provisions within the regulations for the financial year 2022-23 onwards 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 £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 The rationale articulated by the DfE was that 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 largely focused on support to schools operating effectively through the pandemic. As we have come out of the pandemic support has transitioned to a wider school improvement support. Areas of support have included;

- Advisory support to schools that have had specific needs, such as an Ofsted category or LA RAG rating below Green and supporting LA Action Groups for schools of concern.
- Professional development, such as two recent borough-wide conferences on national curriculum subjects
- Advising headteachers and senior staff on the curriculum and inspection
- Support to appointment of new headteachers and senior staff
- Generating papers and projects on such areas as SEN, Covid-19, mixed age classes, etc
- Governor training and development
- Supporting borough initiatives such as the Youth Forum and Storytelling
- Coaching for Headteachers and provision of the Thrive App
- Overseeing moderation and monitoring SATS and phonic tests

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 Last year, it was 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. To this end, we have established a School Improvement Steering Group that have met to discuss priorities and to plan how the funds will be spent. Initial outcomes from this Steering Group are shaping priorities for the coming year. In particular, the LA in conjunction with the Steering Group is:

- currently sourcing School Improvement Partners (SIPs) to provide a universal support offer to LA maintained schools for this academic year.

Every Maintained School will receive two visits a year from a SIP that is either a serving Headteacher or a very recently serving Headteacher of a Good or Outstanding School

- working through support to the Primary and Secondary sectors to enable them to effectively deploy subject leader networks, Headteacher Triads, SLE deployments and annual day conferences for Maths and English leads
- continuing and possibly expanding the coaching network for Headteachers
- directly funding access to data sources previously only available as a traded service (Nexus) whilst continuing to fund access to other sources of data (ALPS)

4.2.4 It is proposed that an annual contingency is retained centrally for supporting maintained schools that 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

School Name	NOR As at 26 October 22	£8.26 SCHOOL IMPROVEMENT PER PUPIL A
TOTALS	19,376.00	£160,046
Chase Lane Primary School	616.00	£5,088.16
Whitehall Primary School	408.00	£3,370.08
Downsell Primary School	372.00	£3,072.72
Newport School	766.00	£6,327.16
Chapel End Infant School and Early Years Centre	208.00	£1,718.08
Edinburgh Primary School	295.00	£2,436.70
Greenleaf Primary School	414.00	£3,419.64
Handsworth Primary School	416.00	£3,436.16
Thorpe Hall Primary School	337.00	£2,783.62
The Winns Primary School	579.00	£4,782.54
Oakhill Primary School	185.00	£1,528.10
Henry Maynard Primary School	755.00	£6,236.30
South Grove Primary School	400.00	£3,304.00
Dawlish Primary School	176.00	£1,453.76
Gwyn Jones Primary School	400.00	£3,304.00
George Tomlinson Primary School	434.00	£3,584.84
Mission Grove Primary School	712.00	£5,881.12
Coppermill Primary School	213.00	£1,759.38
Stoneydown Park School	546.00	£4,509.96
Parkside Primary School	619.00	£5,112.94
The Jenny Hammond Primary School	411.00	£3,394.86
Ainslie Wood Primary School	405.00	£3,345.30
Barn Croft Primary School	196.00	£1,618.96
Chingford CofE Primary School	417.00	£3,444.42
St Mary's Catholic Primary School	213.00	£1,759.38
St Joseph's Catholic Junior School	141.00	£1,164.66
St Joseph's Catholic Infant School	126.00	£1,040.76
Our Lady and St George's Catholic Primary School	327.00	£2,701.02
St Patrick's Catholic Primary School	372.00	£3,072.72
Frederick Bremer School	893.00	£7,376.18
Heathcote School & Science College	895.00	£7,392.70
Willowfield School	938.00	£7,747.88
Leytonstone School	1,005.00	£8,301.30
Walthamstow School for Girls	896.00	£7,400.96
Kelmscott School	973.00	£8,036.98
Holy Family Catholic School	976.00	£8,061.76
Buxton School	1,198.00	£9,895.48
Belmont Park	57.00	£470.82
PRU	86.00	£710.36