HILLINGDON SCHOOLS FORUM

Minutes of the meeting held on Friday 15 January 2021 at 1pm via videoconferencing

Voting members

NAME	ORGANISATION	ATTENDANCE	TERM ENDS		
Maintained Nursery (1)					
Ludmila Morris	McMillan Early Childhood Centre	APOLOGIES	Sep 2024		
Maintained Primary - Schools (4)					
Rachel Anderson	Dr Triplett's School	PRESENT	Sep 2023		
Duncan Greig	Breakspear Primary School	PRESENT	Sep 2021		
Kris O'Sullivan	Deanesfield Primary School	PRESENT	Sep 2024		
Carly Rissen	Colham Manor	ABSENT	Sep 2024		
Maintained Primary - Gove	rnors (4)				
John Buckingham	Glebe Primary School	PRESENT	Sep 2024		
Jim Edgecombe (CHAIR)	Whiteheath Junior School	PRESENT	Sep 2024		
Tony Eginton	Minet Nursery & Infant School & Hillside Junior School	PRESENT	Sep 2024		
Phil Haigh	Cherry Lane Primary School & Meadow High School	PRESENT	Sep 2024		
Maintained Secondary (1)					
Liz Horrigan	Harlington School	PRESENT	Sep 2021		
Maintained Special (1)					
John Goddard	Hedgewood School	PRESENT	Sep 2022		
Academies (9)					
Aftab Ahmed	Guru Nanak Sikh Academy	ABSENT	Sep 2023		
Peter Edgley	Bishopshalt	PRESENT	Sep 2024		
Tracey Hemming	Middlesex Learning Partnership	PRESENT	Sep 2024		
Nicola Kelly	Charville	PRESENT	Sep 2024		
Helen Manwaring	Swakeleys School	PRESENT	Sep 2022		
Catherine Mosdell	Frays Academy Trust	PRESENT	Sep 2023		
David Patterson	Queensmead School	PRESENT	Sep 2023		
Colin Tucker	Ryefield	PRESENT	Sep 2024		
Sandra Voisey	Laurel Lane Primary School	PRESENT	Sep 2023		
Special Academies (1)					
Sudhi Pathak	Eden Academy Trust	PRESENT	Sep 2021		
Alternative provision (1)					
Laurie Cornwell	The Skills Hub	ABSENT	Sep 2024		
	ndent Early Years Providers (2)				
Elaine Caffary	4 Street Nursery	ABSENT	Sep 2024		
(vacant)					
14-19 Partnership (1)					
(vacant)					

Other attendees (non-voting)

Other attendees (non vot	···6/				
Independent Non-Maintained Special School					
Debbie Gilder	Pield Heath School	NOT REQUIRED			
Shadow Representative (Maintained Primary - Schools)					
Rachel Blake	Whiteheath Infant School	NOT REQUIRED			
Eleesa Dowding	Harmondsworth	NOT REQUIRED			
Shadow Representative (M	Shadow Representative (Maintained Primary - Governor)				
Jo Palmer	Hillside Infant School and Hillside Junior School	NOT REQUIRED			
Graham Wells	Colham Manor Primary School	NOT REQUIRED			
Local Authority Officers					
Kate Boulter	Clerk	PRESENT			
Steve Denbeigh	LA Finance	PRESENT			
Vikram Hansrani	Assistant Director, SEND & Inclusion	APOLOGIES			
Dan Kennedy	LA	PRESENT			
Philip Ryan	LA	PRESENT			
Sarah Walsingham	LA Finance	PRESENT			
Graham Young	Lead Finance Business Partner - School	PRESENT			

1.		ACTION
	APOLOGIES	
	Apologies were accepted and recorded in the attendance list (above). The Chair confirmed	
	the meeting was quorate and could proceed to business.	
2.	MINUTES OF THE MEETING HELD ON 10 DECEMBER 2020	
	The minutes were agreed as a correct record.	
3.	MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 10 DECEMBER 2020	
	(a) MEMBERSHIP UPDATE	
	Nominations had been sought for a representative of 16-19 providers with a closing date of	GY
	25 January 2021. An update would be provided at the next meeting.	
	A number of new members had joined the Forum recently and PH would update and	
	circulate the sub-groups membership. Members were asked to let PH know if they had a	PH
	preference for one of the sub-groups (DSG/EY or HNG).	
	ргегенение тел отпе ет иле ода 8. одра (200), 21 ст. т.т.оу.	
	(b) RUISLIP HIGH SRPs	
	In VH's absence, GY reported that regular discussions were taking place between the LA and	
	the school to ensure the SRPs were in place for September and the provision met needs.	
4.	FEEDBACK FROM SUB-GROUPS	
•	(a) DSG/EY	
	The Forum NOTED the minutes of the DSG/EY Group held on 7 January 2021. PH reported	
	that, since the meeting, the DfE had changed its guidance on funding of PVIs, which would	
	now be funded in the same way as maintained nurseries. This meant PVIs would not be	
	penalised financially if parents kept their children at home during lockdown.	
	penalised infancially in parents kept their simulatinatination as many restrictions	
	When the lockdown was announced on 4 January, school nurseries had initially been	
	instructed to close, before government guidance changed allowing them to open. DK	
	reported that most school nurseries were allowing, as a minimum, vulnerable children and	
	children of key workers to attend. Five had not opened due to low staffing numbers. The LA	
	would be sending clarification to all schools to ensure they understood the consequences of	
	opening or not opening.	
	opening or mer opening.	
	(b) HNG	
	The Forum NOTED the minutes of the High Needs Group held on 7 January 2021.	
5.	DSG BUDGET 2021/22	
<u> </u>	(a) DSG FUNDING SETTLEMENT UPDATE	
	The Forum considered a report which provided an update on the Dedicated Schools Grant	
	(DSG) for 2021/22 following the release of the updated DSG Funding settlement on 17	
	December 2020. The following points were highlighted:	
	The Schools Block had increased by £16,038K (6.9%) compared to 2020/21.	
	Hillingdon had a slight reduction in pupil numbers overall, with reduction in primary	
	pupil numbers and a 60% increase in the number of pupils home educated	
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(b) GROWTH CONTINGENCY ALLOCATION 2021/22

The Forum considered a report which set out the proposed draw down from the Growth Contingency Fund for expanding schools and new basic need academy schools, including schools that had permanently expanded and would take on additional pupils in September 2021, schools that were planned to expand for the first time in September 2021 and Secondary schools that had agreed to accept pupils in Year 7 above their Published Admission Number (PAN) in September 2021.

The growth formula distributed to LAs based on lagged growth data had resulted in Hillingdon receiving growth allocation of £1,547K, which was a £720K reduction compared to 2020/21. The overall primary and secondary school roll had reduced slightly from 44,979 in the 2019 census to 44,951 in the 2020 census.

Having been put to a vote, the Forum **AGREED** (1) to release the expanding schools funding to schools as set out in Appendix A of the report;

- (2) to hold back the allocation for Hillside Juniors until further information was known regarding the prospective September 2021 intake;
- (3) the budget for diseconomies of scale funding for St Martins basic need academy as set out in the spreadsheet at Appendix A of the report, subject to on-going review;
- (4) the contingency budget for Secondary growth as set out in the spreadsheet at Appendix B of the report.

(c) PROPOSED AMENDMENTS TO SCHOOL CENSUS DATA

The Forum considered proposed amendments to the data set provided by the ESFA where there were anomalies which appeared unrepresentative.

Having been put to a vote, the Forum **AGREED** (1) the estimated pupil numbers for St Martin's CE Primary School;

- (2) the retrospective adjustments for John Locke Academy, Lake Farm Park Academy and St Martin's CE Primary School;
- (3) the amended mobility percentages for De Salis Studio College and Parkside Studio College;
- (4) to note the amalgamation of Oak Farm Infants School and Oak Farm Junior School to form an all through Oak Farm Primary school.

(d) SPECIAL SCHOOL & SRP PLANNED PLACES

The Forum considered a report which set out the proposed funding arrangements for high needs placements at special schools and specialist resource provisions (SRPs) for 2021/22.

Having been put to a vote, the Forum **AGREED** the planned places funding set out in the report.

Members observed that there was a need to review the SLA for SRPs to take account of the increased complexity of needs placed in SRPs and **AGREED** that the High Needs Group would look at this.

(e) UPDATE ON DE-DELGATED BUDGETS

The Forum considered a report on the items that maintained school representatives had agreed to de-delegate at the Schools Forum meeting on 10 December 2020.

The Forum (1) NOTED the report and (2) REQUESTED that the Forum be provided with a

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PH

report on how this budget was accounted for and details of how any carry over was used.	GY
(f) PROPOSED DSG BUDGET 2021/22	
The Forum considered a report which provided a consolidation of all of the Dedicated	
Schools Grant (DSG) funding that the Council had been informed it would get for 2021/22	
and all of the adjustments required to the DSG revenue budget, to enable the Council to set	
a budget for 2021/22. The report assumed that the LA would not get approval from the	
Secretary of State to transfer funds from the Schools Block to address pressures in other	
funding blocks. The following points were highlighted:	
runding blocks. The following points were nightighted.	
Assuming there would be 0% transfer from School Block for 2021/22, there would be a	
£7,323K DSG deficit budget.	
• For 2020/21, there was an in-year deficit on the DSG, which for Month 8 was estimated	
to be £9.8million. When added to the DSG opening deficit balance of £15million, which	
was carried forward from 2019/20, it was projected that there would be a cumulative deficit of £24.8million carried forward to 2021/22.	
Given the on-going pressures in High Needs and the Central Schools Services Block, it	
was not possible to set an in-year balanced DSG budget for 2021/22 without a transfer of funds from the Schools Block.	
There was no scope to contribute towards reducing the brought forward cumulative	
deficit.	
 The Secretary of State's decision on the disapplication request had not been received yet. In 2020, the decision was received by the LA on 4 February. 	
The Forum commented:	
In 2019, the LA had submitted a disapplication request to allow redistribution of the	
MFG, which had been refused by the Secretary of State. This meant that a few schools	
still received historic over-protection through the MFG. The Forum AGREED that the	PH
DSG/EY Group should continue to monitor this disproportionate allocation of funding.	
The report referred to staff structure changes following completion of the Education Poving and the Forum PEOUSSEED further details of the changes.	DK
Review, and the Forum REQUESTED further details of the changes.	
 The Forum REQUESTED to see the spreadsheet setting out occupancy costs of staff paid out of the DSG. 	GY
Having been put to a vote, the Forum AGREED to recommend the 2021/22 DSG deficit	
budget of £7,323K to Cabinet.	
(g) ILLUSTRATIVE INDIVIDUAL SCHOOL BUDGET SHARES 2021/22	
The Forum considered a report which provided Indicative School Budget Share information	
for 2021/22, together with a comparison with 2020/21 to illustrate the impact on individual	
schools of the additional Schools Block funding for 2021/22. The report also detailed the	
possible impact on individual schools if the disapplication request to transfer 0.5% from the	
Schools Block was approved by the DfE.	
The Forum NOTED the report and observed that it was not within the Forum's power to help	
schools where funding was falling, and the LA offered additional support to maintained	
schools that were at risk financially.	
INFORMATION ITEMS	
(a) DSG BUDGET MONITORING MONTH 8 2020/21	
The Forum considered the DSG Month 8 monitoring report:	
This showed an in-year overspend of £9,824K at Month 8, an increase of £2,650K on	
the budgeted deficit of £7,175k and a £367K adverse movement from the position	
reported at Month 7.	
The overspend was due to ongoing pressures in the cost of High Needs placements,	
where significant growth continued. The budget for High Needs had been increased for	
2020/21 to take account of projected growth, but the latest projections indicated a	
further increase in the expenditure on the cohort of post-19 students with an EHCP	

	accessing education placements.	
	When the £15,002K deficit brought forward from 2019/20 was taken into account, the	
	cumulative deficit carry forward to 2021/22 was £24,826K.	
	Schools' quarter three financial returns were being reviewed and it was expected that more would fall into deficit.	
	Those schools with a licensed deficit continued to be monitored monthly by the LA and were keeping in line with the agreed deficits.	
	The Forum NOTED the report.	
	(b) DSG DEFICIT RECOVERY PLAN UPDATE	
	This would be presented to the next meeting.	
7.	ANY OTHER BUSINESS	
	GY reported that Peter Malewicz had left the LA.	

The meeting closed at 2.50pm.