

HILLINGDON SCHOOLS FORUM

Minutes of the meeting held on Wednesday 30 June 2021 at 1pm via videoconferencing

Voting members

| NAME | ORGANISATION | ATTENDANCE | TERM ENDS |
|--|--|------------|-----------|
| Maintained Nursery (1) | | | |
| Ludmila Morris | McMillan Early Childhood Centre | PRESENT | Sep 2024 |
| Maintained Primary - Schools (4) | | | |
| Rachel Anderson | Dr Triplett's School | PRESENT | Sep 2023 |
| Duncan Greig | Breakspear Primary School | ABSENT | Sep 2021 |
| Kris O'Sullivan | Deanesfield Primary School | APOLOGIES | Sep 2024 |
| Carly Rissen | Colham Manor | PRESENT | Sep 2024 |
| Maintained Primary - Governors (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 | APOLOGIES | Sep 2024 |
| Sandra Voisey | Laurel Lane Primary School | PRESENT | Sep 2023 |
| Special Academies (1) | | | |
| Sudhi Pathak | Eden Academy Trust | ABSENT | Sep 2021 |
| Alternative provision (1) | | | |
| Laurie Cornwell | The Skills Hub | ABSENT | Sep 2024 |
| Private Voluntary & Independent Early Years Providers (2) | | | |
| Elaine Caffary | 4 Street Nursery | PRESENT | Sep 2024 |
| (vacant) | | | |
| 14-19 Partnership (1) | | | |
| (vacant) | | | |

Other attendees (non-voting)

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| 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 | | PRESENT (WITH VOTING RIGHTS) |
| 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 |
| Vikram Hansrani | Assistant Director, SEND & Inclusion | | APOLOGIES |
| Dan Kennedy | LA | | PRESENT |
| Graham Young | Lead Finance Business Partner - School | | PRESENT |

| | | ACTION |
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| 1. | <p>APOLOGIES</p> <p>Apologies were accepted and recorded in the attendance list (above). The Chair confirmed the meeting was quorate and could proceed to business.</p> | |
| 2. | <p>MINUTES OF THE MEETING HELD ON 19 MAY 2021</p> <p>The minutes were agreed as a correct record.</p> | |
| 3. | <p>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 19 MAY 2021</p> <p>(a) DISECONOMIES FORMULA</p> <p>The Forum had agreed at its previous meeting that the new calculation for diseconomies be incorporated into the Growth Contingency Policy and the revised policy brought back to the Forum for approval. A member commented whether sufficient consideration had been given to the proposed formula to ensure it was appropriate for all types of school and settings. The Forum AGREED that the DSG Sub-Group would be asked to look at the formula in detail.</p> <p>(b) TRAINING FOR FORUM MEMBERS</p> <p>A member commented that it would be useful to develop a 'User's Guide' to assist Schools Forum members in understanding their role, the remit of the Forum and how members were appointed, and that decisions made by the Forum should be published and communicated to schools. The Chair advised that:</p> <ul style="list-style-type: none"> • Schools Forums were governed by statutory guidance, the 'Schools Forum Operational and Good Practice Guide' which was comprehensive. Creating a local guide risked conflicting with this. • Training used to be provided for new members on how schools finance worked and the role of the Forum. This which could be resurrected, together with a buddy system for new members. • Minutes were published on the LA website so available to all schools and members of the public, however due to staff changes these had not been uploaded for sometime, which needed to be addressed. Members on HASH and Primary Forum reported Schools Forum decisions at those meetings. <p>(c) EDUCATION STRUCTURE</p> <p>The Forum NOTED the Education Structure Chart and requested that a similar chart be provided for Social Care.</p> | <p>GY</p> <p>GY/KB</p> <p>GY</p> <p>DK</p> |
| 4. | <p>FEEDBACK FROM SUB-GROUPS</p> <p>A combined meeting of the DSG/EY and High Needs Sub Groups had been held on 15 June 2021 and the Forum NOTED the minutes. PH highlighted the following :</p> <ul style="list-style-type: none"> • The group meetings had been combined to enable officers to provide feedback to both groups on a meeting with the DfE/ESFA held on 14 June 2021 to discuss the DSG Deficit Recovery Plan (see also Minute 6). • Primary offers (Reception, Year 3 and Year 7) were down. • Secondary schools were at capacity. • Overall the DSG was stable due to higher funding of secondary places. | |
| 5. | <p>ITEMS REQUIRING DECISION</p> | |
| 5.1 | <p>(a) SWAKELEYS SCHOOL GROWTH CONTINGENCY FUNDING</p> <p>At its meeting on 24 March 2021, the Forum had agreed to pay Growth Contingency to Swakeleys for the 2FE expansion from September 2020, and asked officers to explore whether there was any entitlement to funding prior to that.</p> <p>The Forum considered a report which set out the background to the matter and which concluded that there was no reason why the payment could not be backdated. The backdated funding would be for two full academic years and equate to approximately £434K. This had not been included in the 2021/22 Growth Contingency fund budget and therefore if agreed would result in overspend on the Schools Block for the current year. The Forum AGREED the backdated funding.</p> | |

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| | <p>(b) CONSULTATION – 0.5% SCHOOLS BLOCK TRANSFER The Forum AGREED the draft consultation paper for schools block transfer funding 2022/23. The consultation would take place in September.</p> <p>(c) CONSULTATION – 3% THRESHOLD MECHANISM The Forum AGREED the draft consultation paper for 3% threshold mechanism 2022/23. The consultation would take place in September.</p> <p>(d) FUTURE SCHOOLS FORUM MEETINGS Schools Forums had been allowed to meet remotely as a result of coronavirus. The Schools Forum Operational and Good Practice Guide had now been amended to allow meetings to be held remotely on a permanent basis. Members were asked their views on future meeting arrangements. There was a mixed response with some preferring to meet in person while other members found remote meetings more convenient. Having been put to a vote it was AGREED that a hybrid meeting would be trialled if there was a suitable room in the Civic Centre with the technology and layout to accommodate interaction between participants attending physically and remotely.</p> | GY/KB |
| 6. | INFORMATION ITEMS | |
| | <p>(a) DSG DEFICIT RECOVERY PLAN UPDATE GY reported that officers had met with the ESFA on 14 June 2021 to go through the first draft of the DSG Deficit Recovery Plan submitted to the DfE in April 2021. The meeting had been quite positive however the ESFA had highlighted a number of areas where they felt further development or more detail was needed:</p> <ul style="list-style-type: none"> • High Needs growth of 8% reducing to 5% – more detail was needed about assumptions and modelling for growth, and scenario modelling such as impact if growth was 10%. • 6.6% cease rate – this was considered by the ESFA to be a challenging target which might not be sustainable. The ESFA had asked for the strategies for ceasing plans and for modelling to show the impact if this target was not achieved. • SEN Pathway – the ESFA had asked about the impact seen so far and direct link between the SEND Sufficiency Plan and the DSG Recovery Plan. The past year had not been typical due to Covid so it was more difficult to gauge numbers accessing pathways. • EHCP panel decisions – whether any benchmarking had been done. • 0.5 % transfer from Schools Block – the ESFA was interested to know the views of Schools Forum and the wider sector on the transfer. There had been a general comment that Schools Forum would play a key role and there would be a need to consult widely on any proposals. • SEN places increase/free schools/capital grant – the impact on the plan if the additional places were not filled with Hillingdon children and there was no reduction in the number of children accessing places. There were also questions around the timing of when places would fill up. • 3% threshold removal – the EFSA wanted to know more about the consultation process for this and suggested that it be phased out rather than removed. • Health contribution to high cost placements – how discussions were going with the CCG and the impact of employing a Dedicated Clinical Officer. <p>GY was working on providing answers to these points. The DfE/ESFA had requested another meeting in September however the aim was to provide responses before the mid-July recess. The DSG Working Party would reconvene to look at this. It was noted that there was no guarantee that the ESFA would accept plans put to them, and the DfE would not pay off the deficit if no plan was agreed. The Forum NOTED the report.</p> | |
| 7. | ANY OTHER BUSINESS None. | |

The meeting closed at 2.10pm.