



SCHOOLS FORUM MEETING MINUTES

HELD ON 12th January 2022

8.30am

Microsoft Teams meeting

Position	Attendee	10 February 2021	16 June 2021	13 October 2021	8 th December 2021	12 th January 2022
Chairing the meeting						
Chair	Rob Andrew	✓	✓	✓	✓	✓
Vice Chair	Gillian Crompton	✓	✓	✓	✓	✓
18 School Members						
Appointed Members						
8 Maintained School reps:						
Maintained Secondary Head	Peter Tite	✓	✓	✓	✓	✓
Maintained Primary Head	Rob Andrew	✓	✓	✓	✓	✓
Maintained Primary Head	Susan Aldred	✓	✓	✓	✓	✓
Maintained Primary Head	Michelle Smith	✓	✓	✓	✓	
Maintained Primary Head	Carolyn Morris	✓	✓	✓		✓
Maintained Primary Head	Vicky Brown	A	✓	✓	✓	
Maintained Special Head	David Terry					✓
Maintained Infant School Head	Gillian Crompton	✓	✓	✓	✓	✓
Maintained PRU Head	Vicki Michael	✓	✓	✓	✓	✓
2 Free School reps:						
Free School Head	Claire Gammon	A	A		✓	✓
Alt' Provision Free School Head	Gary Holding	✓	✓	✓	✓	✓
4 Academy reps:						
Secondary Academy Head	Dean Logan	✓	✓	✓	A	✓
Secondary Academy Head	Diane Atkinson	✓	A			
Primary Academy Head	Donna Simpson	A		✓	✓	✓
Special Academy Head	Jen Ashworth	✓	✓			✓
4 Governors:						
Secondary Governor	Gillian Yates				✓	✓
Primary Governor	Brian Peacock / Vacant					
Primary Governor	Pauline Lovick	✓	✓	✓	✓	✓
Primary Governor	Helen Holden	✓	A	✓		✓
4 Non-school members:						
Teacher Unions	Simon Jones	✓	✓		✓	
Non-Teaching Unions	Paul Crewe	✓	✓	✓	✓	✓
Post 16 FE College	Fazal Dad / Elissa Best	✓ / A	A / ✓	✓	/A	A / ✓
Early Years Provider	Tracy Ellett					
Schools Forum Members present		17	15	15	14	17
<i>Quorate 40% of filled posts</i>		<i>8</i>	<i>8</i>	<i>8</i>	<i>8</i>	<i>8</i>
In Attendance						
LA Officers	Kirsty Thompson			✓	✓	✓
LA Officers	Kirsten Reid	✓	✓	✓	✓	A
LA Officers	Jayne Ivory / Carol Grimshaw / Alison Ashworth- Taylor					
LA Officers	Jo Siddle	✓	✓	✓	✓	✓
LA Officers	Simon Ross					
LA Officers	Safiyya Mulla	✓	✓	A	✓	✓
LA Officers	Dean Langton			✓	✓	✓
Council Members	Cllr Julie Gunn			✓	A	
LA Officers	Corrine McMillan					
Total		4	3	5	5	4

1. Welcome and introductions

Rob Andrew (Chair) welcomed everyone to the meeting. David Terry introduced himself as the new Interim Headteacher at Newfield. Jonathan Georgy from Education Partnership Trust (EPT) attended the meeting today as an observer.

Apologies were received from Fazal Dad and Kirsten Reid

2. Minutes from the previous meeting

It was agreed that the minutes from 8th December 2021 be accepted as a true and accurate record of the meeting.

3. Matters arising

Dean Logan confirmed today will be his last meeting as he will be going to pastures new in May. RA wished him well on behalf of the School Forum. RA explained that this will leave a secondary academy vacancy.

RA asked GC if she had contacted SIG 3 members. GC responded that she had sent an email to SIG 3 members but she hasn't had any response however she will ask again at the SIG 3 meeting tomorrow.

4. Membership for 2021/22 academic year

- a) New members – this was discussed under item 3 Matters Arising
- b) Remaining vacancies – this was discussed under item 3 Matters Arising

5. Updated DSG allocations for 2022/23

KT shared her report on screen and explained the details of the funding announced by the DfE on 16th December 2021.

KT explained that the table in 4.1 shows the DSG allocated for each block, as below:

Schools Block	£142.241
Central School Services Block	£1.944
High Needs Block	£28.276
Early Years Block	£10.887

For 2022/23, the government have announced a provisional supplementary grant as below:

Schools Block	£3.990
High Needs Block	£1.061

The number of pupil intake have increased this year as below:

Primary pupil unit	£4,748.92
Secondary pupil unit	£6,328.01
Growth and premises factors	£2,896,094

The Central School Services Block is split between per-pupil factors and historic commitments.

Per pupil unit	£46.80
Historic commitment	£737,792

PT asked what the supplementary grant is. KT responded that this will be explained under item 7.

6. High Needs Block Funding 2022/23

Following the announcement of the supplementary grant of the High Needs block, further work is to be completed to propose the best use of this grant.

Various modelling regarding the use of the High Needs Block is to be started following the January meeting and the final proposals to be shared at the February meeting along with the forecast to year end.

Blackburn with Darwen are proposing not to transfer 0.5% from the Schools Block to the High Needs Block in 2022/23.

VM asked about the Health and Social Care levy. KT explained that she will need to work it out and she will bring to the next meeting.

JS mentioned that we are having an increase which is positive for our pupils. We will be working with schools and a lot of work has been going on behind the scene.

7. Schools Block Funding 2022/23

KT explained that the School Forum members are asked to formally approve school budgets for 2022/23 based on the options which are in the report.

On 16th December 2021, the DfE announced the 2022/23 Schools Block allocation for Blackburn with Darwen.

The Schools Block is calculated using the National Funding Formula (NFF). The formula includes a minimum funding guarantee (MFG) adjustment which relates to the movement in funding from the previous financial year. In 2022/23, for primary schools it will be £4,265 and for secondary schools it will be £5,525 as in 2020/21 it was £4,180 and £5,415.

In table 3.6 it shows the total school blocks, the de-delegated amount this year will be £792,494 as previous it was £766,400.

The government announced a supplementary grant which totals £1.6 billion funding for Schools and £325 million for High Needs. The funding is provided to support the costs for the Health and Social Care Levy and wider costs. The schools supplementary grant will only be payable to public sector employers this means that FE Colleges, Sixth Form Colleges, Independent Learning Providers as well as PVI's will not be eligible to receive this funding

The breakdown of the eligibility for schools is as follows:

- A basic per-pupil rate with different rates for primary, key stage 3 and key stage 4
- A lump sum paid to all schools regardless of pupil numbers
- A per-pupil rate for pupils who are eligible for free school meals with different rates for primary and secondary pupils.

School-level allocations and conditions of the grant will be published in spring 2022 and will show the total funding allocated for each applicable phase of provision. KT has estimated the supplementary funding allocations for schools for 2022-23 based on the published criteria, these are shown in the final column of appendix 1 using the pupil census data from October 21.

The Basic Entitlement is a compulsory factor which assigns funding to each individual school or academy according to an age-weighted pupil unit multiplied by a unit cost per pupil, based on the October 2021 Census.

Deprivation is a compulsory factor which assigns funding to pupils from deprived areas. LAs can use either the Free School Meals indicator and/or the Income Deprivation Affecting Children Index (IDACI). The Blackburn with Darwen LFF incorporates both indicators using a per-pupil rate that is consistent with the NFF in each case.

Looked After Children (LAC) is an optional factor. The NFF does not include a factor for LAC as the DfE increased LAC Pupil Premium rates in 2018/19. This factor has been included in the Blackburn with Darwen LFF in prior years up to 2020/21 but we are not proposing to use this in 2022/23 as this is to align the formula with the NFF in anticipation of the introduction of a “hard” formula in the near future.

Pupil Mobility is a factor which allocates funding to schools with a high proportion of pupils who first join on a non-standard date. To be eligible for mobility funding the proportion of mobile pupils a school has must be above a threshold of 6%. This factor has been used in the Blackburn with Darwen LFF using a per pupil rate that is consistent with the NFF.

The Lump Sum is an optional factor which is included in the NFF at a rate of £121,300. All options include a Lump Sum that is consistent with the NFF.

Other factors which have been included in the LFF only affect a small number of Blackburn with Darwen schools are:

- Split Sites factor which is an optional factor that supports schools with multiple sites
- Sparsity factor which measures distance between schools and targets extra funding to schools that are both small and remote.
- Private Finance Initiative factor which can be included to support schools that have unavoidable extra premises costs because they are a PFI school.

Blackburn with Darwen will continue to use a MFG of 2.0% in the formula for 2022/23

The three options for the School Budget are as follows:

- Option 1 – No transfer from the Schools Block to the High Needs Block, Increase in Basic Entitlement values then NFF value used for all other factors – *recommended option*
- Option 2 – Up to 0.5% transfer from the Schools Block to the High Needs Block, NFF value used for all factors.
- Option 3 – 0.5% transfer from the Schools Block to the High Needs Block, NFF value used for all factors and a small reduction to the Basic Entitlement unit values to cover the shortfall

KT explained the funding in each option under table 7.2 for Primary and Secondary schools.

The table in 7.3 shows the average, minimum and maximum per-pupil amounts under each of the options.

Appendix 1 shows how each school would be affected by the proposals. The school information has been anonymised.

Appendix 2 shows the overall breakdown of funding for primary and secondary schools under each of the options.

Following the decision by Schools Forum the local authority must submit the school budgets to the Education and Skills Funding Agency by 21st January 2022. Blackburn with Darwen schools will receive their school budget information for 2022/23 by 28th February 2022.

Voting on the presented options

All eligible members were asked to vote as to whether they agree with the LA's recommendation to use option 1 for the school budget share calculations, by raising their hand if they disagree. The result was as follows:

	For	Against	Abstained	Total
Agree recommended options for setting school budgets (Option 1)	14	1		15

As the majority of voters were in favour of option 1, it was agreed we would adopt those budget share calculations and KT would go ahead with submitting the APT by the deadline of 21st January 2022.

8. SEN Emergency Interventions Pot 2021/22 and future proposals

GC shared her screen.

GC explained that the table in 4.1 shows the breakdown of the allocations from the panel by month during 2021/22. In table in 4.2 it shows the spread of schools being awarded the funding by SIGs in 2021/22.

The nursery schools are funded differently to maintained schools. They are funded through an Early Years Entitlement. In 2022/23, the LA are planning to continue to fund this emergency intervention pot through their High Needs allocation which is available for all children.

The next steps are:

- To revisit the Terms of Reference to ensure that schools know which children are eligible and to ensure that the same children do not receive funding year on year. RA can help GC with the terms of reference.
- To ensure that there is a clear understanding across all school of what constitutes as an emergency and would therefore support an application for funding.
- To ensure effective communication between the EHCP Panel and the School Block Funding for High Needs Panel in order to ensure that the most vulnerable children's needs across the borough.
- To develop a system of quality assurance that ensures that the funding is being spent as per the applications and appropriately on the identified children.

JS thanked GC and Michelle for the report. RA also thanked GC for the report and for sharing the information.

HH suggested that from a governors' point of view to maybe put it in the Director's report to publicise it more. JS agreed for this and JS will support GC to put this in the Director's report.

PT explained that secondary schools are supportive of the funding however as you can see from the figures it is not working for secondary schools. PT asked to ensure all the secondary SENCO's are on the panel going forward. GC explained that the secondary SENCO's are invited but they don't always attend. JS suggested to look at case studies.

Action: RA to GC with the terms of reference.

9. Any Other Business

PL mentioned that during the pandemic, the scheme was amended last year and asked if it will be the same for this year. GC explained that it was agreed for the 12% to be waived. JS explained that it is a big decision and possibly to bring back to the February meeting. PL mentioned that a lot of the schools did a long term plan and the long term plans are forecasting a reduction in balances. KT explained that the schools are still sitting on the potential 1.75% pay increase, which they had budgeted for. This will be looked at along with future reserves forecasts before a decision will be made regarding the clawback. KT will bring to the next meeting.

RA reminded School Forum members to join the School Forum meeting from the invite that was sent by Kirsten Reid not Jenny Hackett.

10. Dates for future meetings

- 9th February 2022
- 15th June 2022
- 19th October 2022
- 7th December 2022
- 11th January 2023
- 8th February 2023