

London Borough of Lambeth

**Lambeth Schools Forum**

Members of the Schools Forum are asked to attend a meeting to be held on

**Wednesday 14<sup>th</sup> January 2015**

**18:00pm – 19.30pm**

**At**

**Loughborough Primary School, Minet Road,**

**London SW9 7UA 020 7274 8374**

for the transaction of the business set out below.

*Agenda*

<b>Time*</b>	<b>Item</b>
18.00	1. Apologies & welcome
	2. Draft minutes from the Schools Forum meeting held 12 November 2014
	3. Matters Arising
	4. Membership
	5. Register of Interests and Declaration of New Interests
	6. Forward Plan
	7. Funding Arrangements
	8. Falling Rolls Fund
	9. Growth Fund
	10. Park Campus / Kennington Park debt charged to the 2015/16 DSG
	11. AOB

**Next meeting: 17<sup>th</sup> March 2015**

## 1. Welcome & apologies

Chair to note the apologies as listed on the sign-in sheet

## 2. Draft minutes from the Schools Forum meeting held 1 October 2014

Draft minutes to the previous meetings are separately attached. These need to be considered by the Schools Forum for accuracy

## 3. Matters Arising

None.

## 4. Membership

### Vacancies Remaining

#### **School Members**

- 1 x Primary VA Governor representative
- 1 x Secondary VA Governor representative
- 1 x Secondary Foundation / Community Head Teacher representative
- 1 x Special School Head Teacher representative

#### **Non School Members**

- 1 x 16-19 Non-Schools representative
- 1 x AEP Academy

## 5. Register of Interests and Declaration of New Interests

All members are asked to declare any new interest at the start of the meeting and sign new declarations in relation to the 2014-15 financial year.

#### **Action:**

- ***All new members to submit declaration of interests for 2014-15***

Lambeth Schools Forum meeting papers: 14<sup>th</sup> January 2015

<b>LAMBETH SCHOOLS FORUM MEMBERSHIP</b>									
	<b>TYPE OF MEMBER</b>	<b>GROUP</b>	<b>SUB GROUP</b>	<b>SUB SUB GROUP</b>	<b>NAME</b>	<b>SCHOOL</b>	<b>MEMBERSHIP START DATE</b>	<b>MEMBERSHIP EXPIRY DATE</b>	<b>POSITION OCCUPIED</b>
1	School	Primary	C	Headteacher	Alexandra Hardy	Henry Cavendish	03 November 2010	03 November 2018	1
2	School	Primary	C	Headteacher	Chris Ashley-Jones	Hitherfield Primary	14 May 2014	14 May 2018	1
3	School	Primary	C	Headteacher	Richard Thornhill	Loughborough	06 December 2011	06 December 2019	1
4	School	Primary	VA	Headteacher	James Robinson (Chair from Feb 2012)	Immanuel & St Andrews	03 February 2010	03 February 2018	1
5	School	Primary	VA	Headteacher	Jayne Mitchel	St Andrews CE	14 May 2014	14 May 2018	1
6	School	Primary	C	Governor	Kate Mason	Stockwell Primary	14 May 2014	14 May 2018	1
7	School	Primary	C	Governor	Matthew Green	Telferscot	06 December 2011	06 December 2015	1
8	<b>School</b>	<b>Primary</b>	<b>VA</b>	<b>Governor</b>	<b>VACANT</b>	<b>VACANT</b>			0
9	School	Primary	C	Governor	Jeremy Baker	Rosendale	30 January 2007	30 January 2015	1
10	School	Primary	C	Governor	Trudy Lister	Sunnyhill	14 May 2014	14 May 2018	1
11	School	Secondary	VA / VC	Headteacher	Nick Butler	St Gabriel's College	01 October 2014	30 September 2014	1
12	<b>School</b>	<b>Secondary</b>	<b>F / C</b>	<b>Headteacher</b>	<b>VACANT</b>	<b>VACANT</b>			0
13	<b>School</b>	<b>Secondary</b>	<b>VA</b>	<b>Governor</b>	<b>VACANT</b>	<b>VACANT</b>			0
14	School	Secondary	A	VACANT	VACANT		01 November 2014	Resign	0
15	School	Secondary	A	Principal	Jan Shadick	Lambeth Academy	21 February 2012	21 February 2016	1
16	<b>School</b>	<b>Special</b>	<b>C</b>	<b>Headteacher</b>	<b>VACANT</b>	<b>VACANT</b>			0
17	School	Nursery	C	Headteacher	Rachel Hedley	Maytree	10 October 2007	09 October 2015	1
18	<b>Non School</b>	<b>PRU</b>		<b>VACANT</b>	<b>VACANT</b>	<b>VACANT</b>			1
19	Non School	PVI		Manager	Raymond Smith	Pre-School Learning Allia	02 October 2014	01 October 2018	1
20	Non School	PVI		Manager	Marcia Hosain	Horizons Day Nursery	02 October 2014	01 October 2018	1
21	<b>Non School</b>	<b>14-19 Partnership</b>			<b>VACANT</b>	<b>VACANT</b>			0
22	Non School	Faith Body			Maksud Gangat	Orchard School	12 November 2014	New	1
<b>TOTAL</b>									<b>16</b>
<b>LAMBETH SCHOOLS MEMBER SUBSTITUTES POOL MEMBERSHIP</b>									
	<b>TYPE OF MEMBER</b>	<b>GROUP</b>	<b>SUB GROUP</b>	<b>SUB SUB GROUP</b>	<b>NAME</b>	<b>SCHOOL</b>	<b>MEMBERSHIP START DATE</b>	<b>MEMBERSHIP EXPIRY DATE</b>	<b>POSITION OCCUPIED</b>
1	School Sub			Headteacher	<b>VACANT</b>	<b>VACANT</b>			
2	School Sub			Governor	<b>VACANT</b>	<b>VACANT</b>			
4	School Sub			Headteacher	<b>VACANT</b>	<b>VACANT</b>			
5	School Sub			Governor	<b>VACANT</b>	<b>VACANT</b>			
6	School Sub			Governor	<b>VACANT</b>	<b>VACANT</b>			
7	School Sub			Headteacher	Magdalin Babiker-Clancy	Lambeth Academy	21 February 2012	21 February 2016	1
9	Non School Sub	PVI		Manager	Sade Okocha	Oaktree Day Nursery	02 October 2014	01 October 2018	1
<b>TOTAL</b>									<b>2</b>

**Pro-Forma Register of Business Interests 2014-15**

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Name of Schools Forum Member: \_\_\_\_\_

Name of Business	Nature of Business	Nature of Interest	Date of Appointment or Acquisition	Date of Cessation of Interest	Date of Entry

I certify that I have declared all beneficial interests, which I or any person closely connected with me, have with businesses or other organisations which may have dealings with the Lambeth Schools Forum.

If any member has a direct personal financial interest (or other interest) in any item under discussion they should declare this at the beginning of the meeting and withdraw from the discussion of that item.

Signed ..... Date .....

**Responsible Officer Checklist and Record Log:**

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For the year beginning 1 April 2014

## 6. Forward Plan

4. SEN Additional funding for schools dis-proportionately affected  
Action: agree continuance of £580k budget and confirm distribution methodology  
**Deadline: 17 March 2015**
5. Growth Fund for permanently expanding schools and schools taking bulge class  
Action: Agree schools that will receive funding  
**Deadline: 14 January 2015**
6. Falling Rolls Fund  
Action: agree criteria  
**Deadline: 14 January 2015**
7. Funding arrangements for high needs & alternative education  
**Deadline: - ongoing**

### **Completed Actions**

- Changes to the 2015-16 Schools Funding arrangements- 12 November 2014
- Delegation of the Schools Maternity Contingency from April 2015
- Trades Union facilities cost

## 7. Funding Arrangements for 2015-16

- 7.1. Members were asked at the meeting held 10<sup>th</sup> October 2014, to consider the current formula funding arrangements and propose changes for 2015/16
- 7.2. There have been no proposals for review received from Members and accordingly the Lambeth fair funding formula factors will remain unchanged.

As the Dedicated Schools Grant is being held at the same per pupil rate in 2015/16, then there is no new funding to support an increase in the individual factor values, which will also remain at the same level as 2014/15:

Factor	2014/15 Unit Values*	2015/16 Draft Unit Values
AWPU - Primary	£4,058.40	£4,058.40
AWPU – Secondary KS3	£6,060.00	£6,060.00
AWPU – Secondary KS4	£6,240.00	£6,240.00
Deprivation – Primary	£780.00	£780.00
Deprivation - Secondary	£780.00	£780.00
SEN – Prior Attainment - Primary	£739.00	£739.00
SEN – Prior Attainment - Secondary	£1,894.00	£1,894.00
EAL Primary	£682.05	£682.05
EAL Secondary	£2,308.60	£2,308.60
Mobility – Primary	£1,531.90	£1,531.90
Mobility - Secondary	£1,531.90	£1,531.90
Lumpsum	£170,000	£170,000
PFI	£200,000	£200,000
Split-Site	£19,306	£19,306
Rates	actual	actual

**Action: to agree the unit values set out in the table above for 2015-16**

## **8. Falling Rolls Fund**

### **1 Introduction**

1.1 The ability for Local Authorities to set criteria for a falling rolls fund was introduced by the Department for Education (DfE) from 2014/15 to ensure schools do not unduly face instability. The key aim of the fund is to protect schools from undue hardship and costly restructuring which may have been caused by change or movement of demographics which is anticipated to be short term.

1.2 Local Authorities may top slice the DSG in order to create a small fund to support to good or outstanding schools with falling rolls where local planning data show that the surplus places will be needed in the near future.

### **2 Criteria**

2.1 The criteria agreed by the Schools Form and which conforms to the DfE guidelines are:

2.1.1 Support is available only for schools judged Good or Outstanding at their last Ofsted inspection .

2.1.2 Threshold for funding to be set at over 50%, therefore the school will absorb falling rolls of less than 50%.

2.1.3 Growing schools do not qualify for falling rolls funding

2.1.4 Pupils in Special Units are excluded.

To qualify, schools must meet all the criteria

### **3 Exceptions**

3.1 There is an agreement from the Schools Forum, that the Local Authority can bring funding proposals for schools that do not meet all of the qualifying criteria for the Forum's consideration, on an exceptional basis.

3.2 Such cases must be brought to the Schools Forum for agreement on an annual basis as any agreement only covers one funding period (year).

### **4 Funding**

4.1 Funding will be top-sliced from the annual allocation of the Dedicated Schools Grant. The amount of the budget for 2015/16 is of £585,000.

4.2 If the total allocations for qualifying schools exceeds the annual budget, then the amounts will be revised downwards proportionately, to the amount of the budget available.

4.3 Any funding unallocated is carried forward and added to the following years DSG.

## 5 Methodology

5.1 Funding is based on the prevailing school sector average weighted pupil unit (AWPU), which set in the Authority's funding formula for key stages. For primary schools this is KS1 awpu unit value and for secondary schools, KS3.

5.2 The formula determines the difference between the number on roll (NOR) recorded in the October pupil census and the planned admissions number (PAN) for the academic year in question. For primary schools, the NOR is Reception year- group and for secondary, it is year-group 7.

5.3 This difference between the NOR and PAN is expressed at a percentage of PAN.

5.4 If the % change exceeds 25%, then number of pupils above this level are funded at the prevailing awpu.

5.5 Funding will be paid in equal instalments over the financial year.

(Exemplification of the qualifying schools will be sent out separately)

**Action: Ratify the criteria**



## 9. Growth Fund

- 9.1. The proposed budget is £1,643,650 based on the following schools that are either part way through their expansion programme; this includes a number that will commence expansion in September 2015.
- 9.2. The allocation is based on the proposed 2015/16 KS1 awpu value of £4058.40 per pupil and paid for the 7 months Sept'15 to March'16.
- 9.3. The column 'Year Groups to be added' indicates the new year groups still to be added, for example, Henry Cavendish have two further years of growth funding (15/16 & 16/17). The school will establish a new year group 5 starting September 2015 at the Streatham site.
- 9.4. The criteria for the growth fund is in the appendix.

	Expansion	Places 2015/16	7 Months Pro Rate	Awpu  £4,058.40	Year Groups to be added
Henry Cavendish Primary	2FE	60	36	£146,102	Yr5;Yr6
Hitherfield Primary	1FE	30	18	£73,051	Yr6
Immanuel & St Andrew Primary	1FE	30	18	£73,051	Yr6
Julians Primary	4FE	120	71	£288,146	see below
Kingswood Primary	2FE	60	36	£146,102	Yr5;Yr6
Loughborough Primary	1FE	30	18	£73,051	Yr3-Yr6
Stockwell Primary	1FE	30	18	£73,051	Yr4-Yr6
Sunnyhill Primary	1FE	30	18	£73,051	Yr5;Yr6
Granton	1FE	30	18	£73,051	Yr3-Yr6
Elmwood	1FE	30	18	£73,051	Yr3; Yr5; Yr6
Telferscot	1FE	30	18	£73,051	Yr4-Yr6
Dunraven	2FE	56	34	£137,985	Yr2-Yr6
Sudborne	0.5FE	15	9	£36,526	Sept '15
Woodmanstern	2FE	30	19	£77,110	Sept '15
St Johns Angel Town	2FE	30	19	£77,110	Sept '15
Paxton	2FE	30	19	£77,110	Sept '15
St Leonards	1FE	30	18	£73,051	Sept '15
Glenbrook	1FE	0	0	£0	Sept '16
				<b>£1,643,650</b>	

	Reception - rising 4yrs	YR 1 - rising 5yrs	YR 2 - rising 6yrs	YR 3 - rising 7yrs	YR 4 - rising 8yrs	YR 5 - rising 9yrs	YR 6 - rising 10yrs
Julians Primary School	144	91	89	90	60	30	30

**Action: Agree the proposed allocations for 2015/16**

## **10. Proposed treatment of the Park Campus & Kennington Park Bridge to School debt on conversion to Academy**

- 10.1. On the 1<sup>st</sup> July 2014, the federation of Park Campus & Kennington Park Bridge to School (AEP) converted to Academy status, forming the Parallel Learning Trust.
- 10.2. On conversion, the new academy school, being a new and separate legal entity from the predecessor maintained school, does not automatically take up any outstanding obligations contracted by the predecessor school but these are assigned through a legal document known as the Commercial Transfer Agreement.
- 10.3. At the 30<sup>th</sup> June 2014, the AEP had a payroll debt to the Council of £518,694.89.
- 10.4. At the time of completing the CTA, it was agreed only £320,000 of debt would transfer to PLT through the CTA and the remaining balance of £198,694.89 would be recovered through the final payment made through the monthly Cash Summary payment.
- 10.5. However, following the completion of the CTA and prior to the payment of the June payment, PLT requested that the planned payroll deduction be deferred as the new Academy was in a cash deficiency position. PLT had indicated that they would be approaching the Education Funding Agency for a loan to support current level of activity. On this basis the request was agreed.
- 10.6. However, as part of the financial closure of the maintained schools, Park Campus & Kennington Park Bridge to School, PLT has indicated that it will not include the unassigned debt of £198,694.89 on its balance sheet as a debt owing to the Council and instead only accepts the £320,000 included in the CTA.
- 10.7. In the correspondence between PLT and the Council, PLT has not disputed that the amount of the payroll debt of £198,694.89 represents legitimate payroll costs for teachers & other staff employed by Park Campus & Kennington Park Bridge to School, processed by Lambeth Payroll.
- 10.8. As part of the School Funding Regulations, deficits arising from converting academy schools can be charged to the Dedicated Schools Grant (DSG). Consequently, it is the intention of the Council to charge the whole of the £198,694.89 to the 2015/16 DSG through a topslice.
- 10.9. This will mean that all mainstream maintained schools and academies, special schools and PRUs will receive a lower level of budget share / top-up funding than otherwise would have been the case.
- 10.10. A meeting has been set up with PLT and Council Officers but this will not happen until after the Schools Forum meeting on the 14<sup>th</sup> January 2015. Consequently, the Council is informing the Forum of its intention to topslice the DSG if PLT does not agree to accept responsibility of the debt.

**Lambeth Schools Forum meeting papers: 14<sup>th</sup> January 2015**

- 10.11. The Authority's schools funding formula allocation will need to be determined by the 30<sup>th</sup> January 2015 as funding pro-forma has to be submitted to the EFA by that date.
- 10.12. If at the January'15 meeting, PLT accepts to reimburse the Council in full for the £198,694.89, then the topslice will not be made and there will be no resulting impact on funding allocations for 2015/16.

## 11. AOB and future dates

Future dates:

- 17th March 2015

## **Appendix 2: Growth Fund Criteria**

**This document outlines the purpose of the centrally retained Dedicated Schools Grant (DSG) Schools Growth Fund and the basis in which it will be distributed to eligible schools by the Authority.**

**Under the Schools Finance (England) Regulations of 2012, local authorities, with the agreement of the Schools Forum, are permitted to retain DSG to form a specific schools' contingency to support those schools that, with the prior agreement of the Authority, are permanently expanding and those schools experiencing significant in-year pupil roll increases. This specific schools' contingency is known as the Schools Growth Fund. Schools Growth Fund eligibility criteria:**

**In order to qualify for Schools Growth Fund funding, schools are required to formally request and obtain written approval to expand from the Strategic Director of Commissioning prior to school expansion.**

**The Authority may make an allocation from the Schools Growth Fund in respect of expenditure for the education of the additional pupils, who have joined the school after beginning of the Autumn term during the financial year, where without this expenditure the education of these pupils would be seriously impaired and because of both the size and unexpectedness of the expenditure, it would be unreasonable to expect the governing body to meet these costs from the school's budget share.**

**Permanently expanding schools will qualify for Schools Growth Fund funding for each year of the expansion phase programme. For primary schools with will typically be 7 years and correspondingly may be 5 years for secondary schools.**

**Schools Growth Fund funding allocations:**

**The calculation method in allocating the Schools Growth Fund payment will be based on the following:**

**For permanently expanding schools / schools taking one-off bulge classes**

- Age Weighted Pupil Unit (AWPU) basic entitlement funding x the planned number of additional pupils to be admitted in the Autumn term x 7/12 months.**
- This funding is equivalent to pro-rata financial-year (September to March) funding for the number of additional pupils expected to join the school in the Autumn as a result of the temporary expansion within a particular year group.**
- This funding is intended to support the additional direct revenue costs associated with the expansion; teaching and support staffing costs, resourcing equipment for the classrooms and senior management costs.**

**Payments from the Schools Growth Fund will be profiled over the period for which they cover and will be paid with the monthly budget share payments to schools.**