

Minutes of a Meeting of the Schools Forum

Monday 9th December 2013

Shaw House

Present:	Fiona Bridger-Wilkinson	Nursery Schools	Headteacher	Victoria Park Nursery School
	Patricia Brims	Primary Schools	Governor	Brimpton Primary School
	Reverend Mary Harwood		Church of England Representative	Oxford Diocese
	Jackie Heggs (substitute)	FE Representative	Teaching & Quality Manager	Newbury College
	Jon Hewitt	Special Schools	Headteacher	The Castle School
	Kate House	Primary Schools	Headteacher	The Ilsleys Primary School
	Peter Hudson	Primary Schools	Governor	Mortimer St Johns Infant School
	Brian Jenkins		Early Years PVI Representative	Jubilee Day Nursery
	Katherine McIver (substitute)	Academies	Governor	St Bartholomew's School
	David Ramsden	Secondary Schools	Headteacher	Little Heath School
	Clive Rothwell	Secondary Schools	Governor	John O'Gaunt School
	Eileen Selsey	Academies	Governor	Park House School
	Graham Spellman		Roman Catholic Representative	Portsmouth Diocese
	John Tyzack	Primary Schools	Governor	Falkland Primary School
	Chris Prickett	Primary Schools	Headteacher	Streatley Primary School
	Keith Watts		Union Representative	
	Stacey Williams	Pupil Referral Units	Headteacher	Reintegration Service
		Councillor David Allen		Shadow Portfolio Holder for C&YP
		Councillor Irene Neill		Executive Portfolio for C&YP
		Shannon Coleman-Slaughter		CYP & Safeguarding Finance Manager
	Carolynn Loosen		Schools' Funding Officer	
	Ian Pearson		Head of Education	
	Maria Shepherd		EYC Manager	
	Claire White		Schools' Finance Manager	
	Clare Warren		Schools' Financial Advisor	

Action

1. APOLOGIES RECEIVED

Sarah Brinkley	Secondary Schools	Headteacher	John O'Gaunt School
Nathan Butler-Broad	Primary Schools	Headteacher	Spurcroft Primary School
Fadia Clarke		FE Representative	Newbury College
Jeanette Clifford	Academies	Governor	St Bartholomew's School
Paul Dick	Academies	Headmaster	Kennet School
Catherine Morley	Primary Schools	Headteacher	Theale Primary School
Charlotte Wilson	Academies	Headteacher	Trinity School

2. MINUTES OF PREVIOUS MEETING DATED 7TH OCTOBER 2013

The minutes of the meeting on 7th October were approved.

3. ACTIONS ARISING FROM PREVIOUS MEETING

Membership

Brian Jenkins has been elected to continue representing the Early Years PVI sector.

Appointment of Vice Chair

Peter Hudson was nominated and elected Vice Chair of the Schools' Forum.

School Formula Proposal 2014/15

The schools' formula 2014/15 approved at the last Schools Forum meeting was approved by the Council's Executive and submitted to the Education Funding Agency (EFA) before the deadline of 31st October 2013. Confirmation that the formula adheres to the financial regulations has been received from the EFA.

All action points were completed.

Funding of High Needs Students in FE Colleges

£709k has now been vired from HN Contingency to the FE Top Up budget.

Benchmarking Data 2013/14

The additional tables requested were emailed to members with this agenda. No further comments were made.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. MEMBERSHIP

Eileen Selsey, who is a governor at Park House School, has joined the Schools' Forum as an Academies Governor Representative.

Glyn Whiteford has resigned from the Schools' Forum and the academies are in the process of electing a new Academies Headteacher Representative.

There is still a vacancy for a Primary School Business Manager. Andy Higgs the Headteacher at Lambourn Primary School and chair of the Primary Heads Association is consulting with the other Primary Heads to fill the position.

6. GROWTH FUND

Claire White presented a report on the proposed payments to 10 schools that satisfy the criteria for pupil number growth funding or infant class size funding.

Both scenarios were calculated based on information obtained from the schools

and the higher of the two selected which resulted in estimated payments of £204k against a budget of £100k. The pupil number data will be checked against the October census data from the DfE prior to the payments being made. The over spend of £104k will either be funded by DSG under spend in 2013/14 or be first call on the DSG 2014/15.

DECISION: The release of the infant class size and growth funding was approved.

C White

7. Dedicated Schools Grant (DSG) BUDGET 2014/15 (verbal)

Claire White presented a verbal update on the DSG budget 2014/15. The October 2013 census data is due this week from the DfE which will allow the calculation of the Schools Block Funding and schools budgets 2014/15.

The Early Years Block will under spend in 2013/14 and the Early Years Steering Group will be requesting that this under spend be carried forward within the block in order to maintain hourly funding rates in 2014/15.

The financial pressure on the High Needs Block (HNB) funding in 2013/14 will need evaluating as the 2014/15 funding is fixed and continued pressure may result in either an over spend on the HNB or having to move funding from other blocks to support the HNB.

ACTION: A more detailed report on the DSG Budget 2014/15 will be brought to the next meeting of the Schools' Forum

S Coleman-Slaughter / C White

8. UPDATE ON HIGH NEEDS FUNDING ARRANGEMENTS 2014/15

Ian Pearson presented the report on the High Needs Funding Arrangements 2014/15 and the current positions for mainstream schools, resource units, special schools, non maintained and independent special schools and Further Education (FE) colleges.

No changes are being proposed to top up funding rates in mainstream schools, resource units and special schools and no significant increases to the budget are expected.

The 2014-15 pre and post 16 places submission for special schools and resource units is due to be submitted to the DfE by 23rd December. There is no extra funding and any increase in our places would require a reduction in other LAs places at special schools and resource units.

The funding allocated by the Education Funding Agency is inadequate to meet the FE college placement costs estimated to be £893k in 2013-14. The Schools Forum has already agreed a one off virement of £709k from the High Needs Block Contingency to cover the shortfall in 2013-14. In 2014-15 there will also be the impact of adults up to the age of 25 seeking FE SEN funding for college education. Currently the estimated costs for FE college placements are £1.34m in 2014-15.

A report on SEN funding in Pupil Referral Units was requested but this will be

covered when the PRU Funding Arrangements paper returns to Schools' Forum.

I Pearson / J
Seymour

9. UPDATE ON EARLY YEARS FUNDING

Maria Shepherd and Claire White presented the update on Early Years Funding. Currently the forecast for 2013/14 is an under spend of £530k due to a lower uptake of 2 year old funding, however the 2013/14 funding for 3 and 4 year olds is an estimate as 7/12 will be based on the January 2014 census.

The Early Years Steering Group will seek to carry forward to 2014/15 the under spend from 2013/14 to maintain the funding rates in 2014/15 when the universal provision funding ceases and to continue with the trajectory building of 2 year old places. No changes to the Early Years Single Funding Formula are being proposed.

The Steering Group is also reviewing the method of allocating deprivation funding to ensure that it is reaching the settings with the most deprived pupils.

The Schools' Forum will make a decision on Early Years Funding at the March 2014 meeting.

10. UPDATE ON PUPIL REFERRAL UNIT (PRU) FUNDING ARRANGEMENTS 2014/15

Ian Pearson presented the update on the PRU funding arrangements. It had been proposed that the charge each term to schools for the Alternative Curriculum should increase from £1000 per pupil per term in 2013-14 to £1500 per pupil per term in 2014-15 and that the financial support to primary schools reduce from 50% of the cost in 2013-14 to 25% of the cost in 2014-15.

At the Heads Funding Group it was decided to set up a separate Heads meeting to review the current year arrangements and proposals for 2014/15 with the Heads of the Alternative Curriculum and Reintegration Service.

The Schools Forum was concerned that schools may decide it is cheaper to exclude pupils and supported the review meeting.

ACTION: Special meeting of HFG to take place in January with proposals brought back to Schools' Forum.

I Pearson

11. UPDATE ON SCHOOLS IN FINANCIAL DIFFICULTY

Clare Warren presented the update on Schools in Financial Difficulty. There were 3 schools with a budgeted deficit for 2013/14; Parsons Down Juniors, The Willows and John O'Gaunt and each school's current forecast is to finish the financial year close to budget. There are 18 schools who budgeted a deficit for 2014/15 when they set their 3 year budget plan in July 2013 (down from 34 schools last year); these schools are currently being reviewed and offered support.

No primary schools to date have submitted requests for financial support from the schools in financial difficulty contingency.

12. DSG BUDGET MONITORING MONTH 7

Shannon Coleman-Slaughter presented the report on the DSG cost centres as at 31st October 2013. The DSG is currently forecast to be under spent by £877k, mostly in the High Needs Block.

ANY OTHER BUSINESS

Schools Forum Operational & Good Practice Guide

The Schools Forum Operational and Good Practice Guide was issued to all members to review and posted on the public website.

There were a few ideas that it was felt the Schools' Forum may wish to consider from section 2 of the document:

2.18 Schools Forums can consider adopting a flexible arrangement for time immediately prior to the meeting for training, clarification of agenda items or discussion between members.

Whilst a session before meetings are sometimes arranged for training purposes the members felt that the reports were well written and that good communication meant that the drop in session arrangement was not required.

2.29 The use of nameplates for Schools Forum members.

The members prefer to do their own introductions at the start of the meeting.

The members were also reminded of the importance of reports back to the groups that they represent.

CAPITA Conference on School Funding Reform

The conference in January on School Funding Reform will be attended by the following members:

Patricia Brims

Irene Neill

John Tyzack

Ian Pearson

Claire White

Meeting closed 6:25 p.m.

Date of next meeting: Monday 20th January 2014

Time: 5pm

Venue: Shaw House