

Minutes of a Meeting of the Schools Forum

Monday 20th January 2014

Shaw House

Present:	Fiona Bridger-Wilkinson	Nursery Schools	Headteacher	Victoria Park Nursery School
	Patricia Brims	Primary Schools	Governor	Brimpton Primary School
	Fadia Clarke		FE Representative	Newbury College
	Jeanette Clifford	Academies	Governor	St Bartholomew's School
	Reverend Mary Harwood		Church of England Representative	Oxford Diocese
	Jon Hewitt	Special Schools	Headteacher	The Castle School
	Peter Hudson	Primary Schools	Governor	Mortimer St Johns Infant School
	Brian Jenkins		Early Years PVI Representative	Jubilee Day Nursery
	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	
	Jacquie Davies	Pupil Referral Units	Headteacher	Alternative Curriculum
	Councillor David Allen		Shadow Portfolio Holder for C&YP	
	Shannon Coleman-Slaughter		CYP & Safeguarding Finance Manager	
	Carolynn Loosen		Schools' Funding Officer	
	Ian Pearson		Head of Education	
	Rachael Wardell		Corporate Director of Communities	
	Claire White		Schools' Finance Manager	
Richard Stewart		EFA Observer		

Action

1. APOLOGIES RECEIVED

Sarah Brinkley	Secondary Schools	Headteacher	John O'Gaunt School
Nathan Butler-Broad	Primary Schools	Headteacher	Spurcroft Primary School
Paul Dick	Academies	Headmaster	Kennet School
Kate House	Primary Schools	Headteacher	The Ilsleys Primary School
Catherine Morley	Primary Schools	Headteacher	Theale Primary School
Councillor Irene Neill		Executive Portfolio for C&YP	
David Ramsden	Secondary Schools	Headteacher	Little Heath School
Clive Rothwell	Secondary Schools	Governor	John O'Gaunt School
Charlotte Wilson	Academies	Headteacher	Trinity School

2. MINUTES OF PREVIOUS MEETING DATED 9TH DECEMBER 2013

The minutes of the meeting on 9th December were approved.

3. ACTIONS ARISING FROM PREVIOUS MEETING

Item 6 Growth Fund

Infant class size funding and growth funding has been released.

Item 7 Dedicated Schools Grant Budget 2014/15

The detailed report is on this meeting's agenda.

Item 8 Update on High Needs Arrangements 2014/15

SEN funding in Pupil Referral Units will be included in the PRU funding arrangements item to be discussed at the 3rd March Schools' Forum meeting.

Item 10 Update on Pupil Referral Unit Funding Arrangements 2014/15

The Heads Funding Group is meeting on 13th February 4.30pm at Shaw House to discuss PRU funding arrangements and the item will be discussed at the 3rd March Schools' Forum meeting.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. MEMBERSHIP

Micky Allfrey the School Business Manager at Lambourn Primary School has been put forward by members of the Primary Heads Forum to be the Primary SBM Representative.

The Academies Representative vacancy is in the process of being filled but the nominated Headteacher has not confirmed yet.

6. ESTIMATE DSG FUNDING AND DRAFT DSG BUDGET FOR 2014/15

Claire White and Shannon Coleman-Slaughter presented the report on the estimated DSG and draft DSG budget 2014/15.

The report contained information on the 2014/15 funding for the Schools' Block (SB), High Needs Block (HNB) and the Early Years Block (EYB) although only the SB allocation has been confirmed. The SB has been confirmed at £95.150m including £33k in additional funding for Newly Qualified Teachers and a reduction of £123k for the carbon reduction commitment which no longer required to be paid by the LA on behalf of schools.

The HNB is fixed at the 2014/14 level plus an additional £448k for full year adjustment of the academies and further education who changed over on 1st

September 2013. The place number review is currently in progress and the final HNB allocation will be confirmed in March.

The initial EYB allocation is £5.703m which is based on the January 2013 census data and which will be updated in Summer with the January 2014 census data. The final 2014/15 EYB will be based 5/12ths on the January 2014 census and 7/12ths on the January 2015 census so the final allocation 2014/15 will not be known until the Summer 2015.

The estimate for the total DSG funding 2014/15 is £120,082k, which includes the estimated under spend for 2013/14 at £877k, although period 9 has not been finalised. The budget requirement 2014/15 is £118,587k creating headroom of £1,495k.

The increase in the pupil premium grant rates for 2014/15 will also result in approximately £900k of additional funding for West Berkshire pupils.

There is also the introduction of the universal free school meals for infants which will be a separate grant.

The Early Years Steering Group will be considering the EY budget at their February meeting.

The High Needs budgets will be finalised for March 2014.

The final proposals for the EY and HNB budgets will be brought to the March meeting of the Schools' Forum in March for final approval.

Decision: Reports finalising the Early Years and High Needs budgets will be brought to the next meeting of the Schools' Forum.

C White / S
Coleman-
Slaughter / I
Pearson

7. SCHOOL FORMULA AND SCHOOL BUDGET FOR 2014/15

Claire White presented the report on the school formula and school budget 2014/15.

The Schools' Forum agreed the 2014/15 formula on 7th October and the Council's Executive approved it on 17th October. It was also agreed by the Executive that the funding rates could be adjusted without further approval from them.

The funding formula for 2014/15 has been accepted by the EFA, the October census data and the final Dedicated Schools Grant (DSG) for the schools block 2014/15 has been confirmed, so the final funding rates are now to be set and submitted to the EFA by 21st January 2014.

Claire's report contained the method used to arrive at the formula funding rates and appendix A showed the estimated 2014/15 funding formula using the October 2012 census data compared to the 2014/15 funding formula using the October 2013 census data.

As over 85% of the formula is based on pupil numbers a significant change in pupil numbers can lead to large swings in funding. There was concern regarding the effect of a large increase in pupil numbers on funding rates based on the quantum method however it was confirmed that the quantum would be increased if this was the case.

When the revised funding allocations for 2014/15, based on the October census data, are compared to the actual DSG school's block allocation there is £180k of funding remaining.

The options for the allocation of the £180k included adding it to the High Needs contingency, increasing the pupil funding rate or adding to the quantum of any of the other factors.

The recommendation from the Heads Funding Group was to increase the pupil funding rate which benefits all schools.

Decision: The Schools' Forum decided that the remaining funding in the 2014/15 DSG schools block should be used to increase the pupil funding rate by £14 for both primary and secondary schools.

Action: Final Formula to be submitted to the EFA tomorrow and individual school funding allocations to be distributed to schools by the end of the week.

C White

8. DSG BUDGET MONITORING MONTH 9

Shannon Coleman-Slaughter presented the report on the DSG budget monitoring as at 31st December 2013.

The DSG forecast outturn as at 31st December 2013 is an under spend of £1,329k which relates to the High Needs Block.

The HNB top up funding cost centres are forecasting a pressure of £247k and the HNB contingency is forecasting an under spend of £939k. The Non-LA Special Schools cost centre is forecasting an under spend of £309k, there is a £70k pressure on home tuition and there is income of £400k relating to recoupment income for 2012/13.

The under spend on special schools in other local authorities is the result of the initiative to invest in specialist provision in West Berkshire.

9. UPDATE FROM EDUCATION CONSULTATIVE MEETING

John Tyzack gave a verbal update on the Education Consultative meeting which meets five times a year and brings together West Berkshire officers, Governor representatives and Trade Union representatives to discuss education related matters such as updating model policies.

Verbal updates on any relevant topics discussed at the meeting will be given to the Schools' Forum on a regular basis.

ANY OTHER BUSINESS

There was no any other business.

Meeting closed 5.55 p.m.

Date of next meeting: **Monday 3rd March 2014**
Time: **5pm**
Venue: **Shaw House**