

**MINUTES OF THE AUTUMN TERM MEETING OF THE SCHOOLS FORUM
HELD ON 24 JUNE 2014
AT THE COUNCIL CHAMBER, TOWN HALL, BARKING
(10.00 am – 11.46 am)**

Present: **School members**

Primary School Representatives

Elizabeth Chaplin (Joint Chair)	HT, Valence Primary School
Caro Drumm	HT, Manor Junior School
Ruth Ejvet	HT, St Margaret's CEVA Primary
Brian Fox	HT, Roding Primary School
Martin Nicholson	HT, Grafton Primary School
Richard November	HT, Northbury Primary School

Secondary School Representative

Roger Leighton (Joint Chair)	HT, Sydney Russell Comprehensive
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Special Needs Representative

Peter McPartland	HT, Trinity School
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Governor Representative

Avril Carnelly	HT, John Perry Primary School
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Head of Alternative Provision

Janet Lewis	Tuition Centre (PRU)
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Non-School Members

Trade Union Representative

Dominic Byrne	NUT
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Early Years Partnership

John Trow-Smith	LEYF (PVI)
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Also present: Jane Hargreaves, Divisional Director - Education
Patricia Harvey, Interim Group Manager – Local Authority Finance
Lesley Briden, Minute Clerk
Derek Moore – NASUWT
Councillor Evelyn Carpenter – Cabinet Member Education and Schools

MINUTES

Mrs E. Chaplin (EC) Chaired the meeting.

1 APOLOGIES FOR ABSENCE

- 1.1 Apologies were received from Lesley Graham, 14-19 Representative, Helen Jenner, Corporate Director of Children's Services, Dr Duncan Ramsey, Church of England Representative, Kevin Wilson, HT, All Saints School, David Dickson, HT, Eastbury Comprehensive School, Governor Representative (Secondary), Gaspare Nicolini, Local Authority Finance.

2 MINUTES

The minutes of the meeting held on 18 March 2014 were confirmed and signed as a true account.

Matters arising from the previous meeting:

3.6 Free School Meals (minute 3.6.2)

PH has been unable to contact Tony Sargeant regarding the process for applying for FSM. PH will request that Tony Sargeant write to all schools outlining the process. PH stated that she will report back to forum members in due course.

**PH /
TS**

3 REPORT FROM THE INTERIM GROUP MANAGER – CHILDREN'S SERVICES

PH introduced the Schools Forum Report outlining the items of business for the Forum to address and decisions to be made and agreed.

3.1 Dedicated Schools grant – 2013-14 Outturn

3.1.1 2 Year old Funding under spend

Members were requested to approve the application of £1,135k to 2 Year Old Provision 2014-15 and the capitalising of £850,000 '2 year old revenue funding as per section 4.2 to 4.9.

Agreed PH

3.2.2 Early Years block under spend

Members were requested to approve the application of £679k 2013-14 under spend to the 2014-15 Early Years Block.

Agreed PH

3.2.3 High Needs block under spend

Members were requested to approve the application of £1,487k 2013-14 under spend to the 2014-15 High Needs Block.

Agreed PH

3.2.4 Schools Block under spend

Members were asked to approve the application of:

- The 2013-14 de-delegated transfers to schools facing financial difficulties (£60k over allocation of schools facing financial difficulties and £60k under spend in general schools contingency).
- The allocations of the £581k growth fund under spend to the 2014-15 growth fund.
- The remaining £70k under spend to the 2014-15 High Needs Block.

Agreed on all three bullet points PH

3.2 2013/14 Schools Facing Financial Difficulty Contingency

Forum members were asked to approve the support to Warren School by £90k to £290k in 2014-15 in order to cover the closing balance. This support will be in the form of a loan repaid over 4 years. A vote took place regarding agreement to the loan, 8 Forum members were in agreement.

Agreed PH

Discussion took place regarding the process of Academy status and schools transferring. . PH explained the process to Forum Members.

3.2.1 Table 2 (3.3) - EC would like further clarification on how long the schools noted would be sustaining support. PH commented that figures given in Table 2 were the best known 'at the time' and with regards to future years and allocations for 2015-16 and 2016-17 these were only provisional and would be revisited.

PH

3.2.2 Members also requested that de-delegated amounts be added to future tables for yearend reporting .

PH

3.2.3 Table 3 (3.7) PH stated that Thomas Arnold Primary School was no longer to appear on the table.

3.2.4 JL queried the budget of the Tuition Centre. PH stated that she will clarify the figures and get back to JL.

PH

4	Early Years Block and single funding formula review	Agreed	PH
4.1	Members were updated of the last meeting and modelling work was being undertaken.		
5	2014-15 Dedicated Schools Grant budget update		
	Members were asked to approve the updated allocation of DSG including 2013-14 carry forward.		
		Agreed	PH
5.1	Appendix B – discussion took place regarding the recent changes with regards to 0-3 year olds. It was agreed by members that the Early Years Team lead by Joy Barter should have input on this. JTS agreed to meet with JB and report back to Forum.		JTS
6	2013-14 School Balances		
	PH asked Forum members to comment and note the reporting balances on Appendix C. BF requested that at the next Forum could PH add an update on school committed balances. It was agreed that by the October Forum meeting, balances would be reported as final and accurate by schools.		PH
7	Head teacher steering Group Meeting Update		
	Members discussed the ‘deep dive’ exercise report by Jackie Ross.		
	7.1 It was suggested by forum that a review of the total High Needs Block would be advantageous. Budget responsibility for high needs block is split across schools and divisions and Director of Children’s Services would have overall leadership (along with Schools’ Forum).		HJ
	EC stated that strategic direction was needed regarding monies in the High Needs Block.		PH
8	Fairer Schools Funding Consultation 2015-16		
	Noted.		
9	Barking and Dagenham School Forum – Schedule of Meetings		
	PH requested Forum to approve the schedule of meetings presented to members, and corrected typing error re section numbers from 8.0 to 9.0.		
		Agreed	

4 ANY OTHER URGENT ITEMS

1 RE asked PH if there was any documentation available regarding the way funding is allocated. Members of St. Margaret's GB would like to know how funding is distributed and decisions met. PH stated that no documents were available but the School Funding Reform details the allowable factors within formulas and Forum have already been provided with the LBB&D detailed formula. Either GN or herself would be willing to meet with GB members to discuss LBB&D formula in detail'.

RE/PH

2 JH shared information regarding High Needs / Complex Needs. Findings have suggested the pupils were clustering in different areas / schools in the Borough. A way needs to be found to recognise early where these areas are.

JH

EC suggested that SEN Team / Admissions / EY Teams work together so funding can be found for the appropriate levels.

ARP places received funding for admissions but schools who were technically having to provide the same service received no additional funding. RL asked if a way could be found to divert monies. It was agreed that this needed to be done urgently.

JH/PH

5 DATE, TIME AND PLACE OF FUTURE MEETINGS

The Members noted that a future meeting had been arranged as follows:

Autumn Term 2014 – Tuesday 7 October 2014, 10am – 12 noon, in the Council Chamber, Town Hall, Barking.