

**MINUTES OF THE AUTUMN TERM MEETING OF  
THE SCHOOLS FORUM  
HELD ON THURSDAY 28 NOVEMBER 2012  
AT COUNCIL CHAMBER TOWN HALL  
(10.00AM – 12.30PM)**

<b>Present</b>	<b>School Members:</b>	
	<b>Academies and Free School</b>	
	Ross Clark (Deputy for Paul Jordan)	Deputy Headteacher, Thames View Infants School
	<b>Special School</b>	
	Peter McPartland	Headteacher, Trinity School
	<b>Primary School Representatives</b>	
	Elizabeth Chaplin (Joint Chair)	Headteacher, Valence Primary School
	Ruth Ejvet	Headteacher, St. Margaret's C of E Primary School
	Brian Fox	Headteacher, Roding Primary School
	Martin Nicholson	Headteacher, Grafton Primary School
	Margaret Pease	Headteacher, Southwood Primary School
	<b>Secondary School Representatives</b>	
	Roger Leighton (Joint Chair)	Headteacher, The Sydney Russell School
	Val Dennis	Headteacher, Eastbrook Comprehensive School
	David Dickson (Governor Rep)	Headteacher, Eastbury Comprehensive School
	Kevin Wilson	Headteacher, All Saints School
	<b>Head of Alternative Provision</b>	
	Janet Lewis	
	<b>Non-School Members:</b>	
	<b>Early Years Partnership</b>	
	John Trow-Smith	(Arrived late due to prior meeting)
	<b>Trade Union</b>	
	Dominic Bryne	
	<b>Also Present</b>	
	Jane Hargreaves (Deputy for Helen Jenner)	Corporate Director Children's Services
	Lesley Briden	(Minute Taking)
	Dawn Calvert	(LA Finance)
	Sheyne Lucock	(General Inspector Information Technology)
	Derek Moore	(Trade Union)
	Gaspare Nicolini	(Group Manager, Adults and Children's Finance)

**APOLOGIES FOR ABSENCE**

<b>Academies and Free School</b>	
Paul Jordan (Deputy Attended)	Headteacher, Thames View Infants School
Avril Carnelly	Headteacher, John Perry Primary School
Helen Jenner	Corporate Director of Children's Services

## 1. MINUTES AND MATTERS ARISING

The minutes of the meeting which took place on 25 October 2012 were read and amendments requested.

### VoIP Telephony System Project

It was requested the LA Finance Team present a report to the next Forum on the funding of academies and what DSG contingencies they do / do not have access to.

DC

### Kitchen Refurbishment

Update required, especially regarding Schools that have already refurbished their own Kitchens / Nursery Schools.

TS

### MFG Model

DC reported back that it would be difficult at present to conduct an exercise to show how MFG would look for the next couple of years as the information was unavailable until the October 2012 pupil count numbers and data sets had been received from DfE. . The exercise will be looked into at the start of the new financial year. .

DC

### Church / College Membership

JH stated that membership was in hand and will report back at next forum. JH stated that Religious Membership must be representative of the schools in the Borough.

JH

As there were no other denominations apart from Christian, membership would have to be taken from this Category.

## 2. REPORT FROM HEAD OF FINANCE

### Schools Facing Financial Difficulty

Dates for Sub-group to be arranged.

DC

RE enquired as to the process of paying back and accountability for these payments. VD, having being a recipient of these payments, explained how rigorous the process was, with intensive scrutiny and accountability. VD expressed praise for DC and Team.

RL / JH reinforced that Warren School had made significant savings, including cutting the workforce to save money. But it was now the case that the sums earmarked for 'pay back' by the school were needed to move the school forward.

RE enquired if there were Terms of Reference for allocation of funding? Also for schools buying in professional external consultants, was there a process where this expertise could be shared with other schools?

RL stated that at present there were no schools heading into financial difficulty and to try to avoid a situation it was proposed that DC produce a monitoring report twice yearly, one half way the financial year and the other at the end of the financial year.

DC

It was suggested that Forum formalise a new criteria for Schools Facing Financial Difficulty in preparation for the next financial year. This was agreed by Forum

DC/  
RL/EC

members.

BF commented that a change of title might be needed, but DC stated that the title had been lifted from DfE regulations.

VD enquired as to the additional funding that had been awarded to Eastbrook to establish a provision for late entrants to Barking & Dagenham in KS4 at Eastbrook. DC stated that this would not come out of the SFFC and VD will be contacted re: the source of this funding

DC

The Schools Forum agreed to allocate exceptional one off funding of £140,000 to Thomas Arnold Primary School and St. Joseph's Catholic Primary School, Barking as recommended by the Schools Forum sub group.

DC

**Agreed**

The Schools Forum agreed to allocate exceptional funding of £362,000 to Warren School as recommended by the Schools Forum sub-group.

DC

**Agreed**

### **Funding Reform Table**

DC went through the calendar of dates regarding funding reform timetable.

DC stated that formulas would be taken from the October School census. VD expressed concern as additional pupils arrive throughout the year. DC stated that an allowable growth fund would be 'top sliced' from the DSG to fund additional pupils from September 2013.

RE enquired as to who allocates growth fund formula decisions.

DC

It was requested that DC set a criteria and principles re allocation of growth fund. DC to bring back to next Forum.

### **School Blocks Table**

RL queried the date of 6<sup>th</sup> Form Funding publication. DC will enquire and let RL know.

DC

It was requested the Meena Kishinani be invited to the next Forum regarding Free School Meal eligibility.

DC

### **Statutory Functions of Local Authority**

RC enquired as to whether Academies had already received monies in their budget. DC will check and bring back to next Forum.

DC

RL would like more information be made available regarding these issues and would like them to be brought back to next Forum.

DC

Clarification was sought for the funding of school meals / milk.

DC

It was agreed, in principle, to the 'top slice' / de-delegation of funding for the items listed in exception 1

**Agreed in principle**

### **3. REPORTS FROM HEAD S OF SERVICE**

There were no reports submitted.

**4. ANY OTHER BUSINESS**

No other business

**5. DATE OF NEXT MEETING**

Tuesday 26 February 2013 10.00am at Council Chamber, Town Hall (Headteachers pre-meeting at 9.00am)