

**MINUTES OF THE SPRING TERM MEETING OF THE SCHOOLS FORUM
HELD ON 13 JANUARY 2015
AT COUNCIL CHAMBER, TOWN HALL, BARKING
(9.00 am – 12.00)**

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 CofE Primary School
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
Ges Smith	HT, Jo Richardson Community School

Special Needs Representative

Peter McPartland	HT, Trinity School
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Governor Representative

Avril Carnelly	HT, John Perry Primary School
David Dickson	HT, Eastbury Comprehensive School

Interim Head of Alternative Provision

Emma-Louise Merva	Tuition Centre (PRU)
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Non-School Members

Early Years Representative

John Trow-Smith	LEYF (PVI)
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Trade Union Representative

Dominic Byrne	NUT
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Also present: Jane Hargreaves, Divisional Director - Education
Patricia Harvey, Interim Group Manager – Local Authority Finance
Gaspere Nicolini, Local Authority Finance
Lesley Briden, Minute Clerk
Derek Moore – NASUWT
Councillor Evelyn Carpenter – Cabinet Member Education and Schools

MINUTES

Mr Roger Leighton (RL) Chaired the meeting.

1 APOLOGIES FOR ABSENCE

1.1 Apologies were received from Helen Jenner, Corporate Director of Children's Services, Glenda Spencer, Roman Catholic Representative, Richard Micek, Headteacher, The Warren School, Academy and Free School Representative, Mr Kevin Wilson, Headteacher, All Saints School.

2 SCHOOLS FORUM VACANCIES

A welcome was given to Emma-Louise Merva, Interim Head of Alternative Provision who replaces Janet Lewis as Representative for Alternative Provision. There are two additional vacancies, 14 – 19 and C of E Representative. Ruth Ejvet confirmed that a name had been put forward by the Diocese to Helen Jenner, no decision has been confirmed. Barking and Dagenham College will be contacted to put a name forward for the 14 – 19 vacancy.

**HJ/
PH**

3 MINUTES

The minutes of the meeting held on 22 October 2014 were confirmed and signed as a true account.

Matters arising from the previous meeting:

3.1 Free School Meals (minute 2.1) from 7 October 2015 meeting

It was requested that representative from Revenue and Benefits Department provide updated guidance documents on Free School Meals (FSM) and families eligible due to the numbers declining. To be an Agenda item at next Forum.

**PH/
LB**

3.2 Trade Union Support (minute 4.4.1.4)

Dominic Byrne requested that this item be deleted from the minutes. Forum members agreed to his request.

LB

4 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.

4.1 Centrally retained services

4.1.1 Forum members were asked to agree funding of £50,000 for the School Games Organiser. Members requested that a review of the service be conducted and a paper be presented at the Summer Term Forum giving details of this role before a decision is made. PH commented that once this service had been withdrawn it could not be put back.

Agreed subject to review Summer Term PH

4.1.2 Forum members noted the £150,000 school estates budget.

Agreed PH

4.1.3 It was requested that the School Estates report contain provision for 2 year olds. JH stated that the published June 2014 cabinet report on the borough website gave information regarding forecasts etc. School Estates have been invited to present to next Forum.

<http://modern.gov.barking-dagenham.gov.uk/documents/g7978/Public%20reports%20pack%20Monday%2030-Jun-2014%2018.00%20Cabinet.pdf?T=10>

MF (Mike Freeman)

Action

4.2 Future year’s requirements

4.2.1 JH reported back to forum the review of the HNB from ISOS and stated that their initial report would be ready for the next HN Working Party in February and that final report would be presented at Forum in March.

4.3 Growth Fund

4.2.1 Forum members were asked to agree the growth criteria for 2015-16 but with the new phase set up and new spilt site payment £60k coming into effect for 2014-15 it was noted members requested a review of spilt site funding as part of the next funding formula work.

Agreed PH

4.4 High Needs Funding Requirements 2015-16

4.4.1 Low Cost High Incidence (LCHI) High Needs

Forum Members were asked to approve the Low Cost High Incidence (LCHI) High Needs Criteria.

Agreed PH

<p>It was requested that Ann Jones notify (via email) Headteachers of allocations to schools and when funding will be available with regards to 8.3.2 of the report.</p>	<p>PH / AJ</p>
<p>Action</p>	
<p>4.5 Schools Block Funding Requirement 2015-16</p>	
<p>4.5.1 De-delegated Services (Table 6 of report)</p>	
<p>PH to correct wording regarding De-delegation to academies, special schools, nurseries or PRU.</p>	
<p>Action</p>	<p>PH</p>
<p>A decision was required of members to agree the Schools in Financial Difficulty contingency update in Table 6.</p>	
<p>Agreed</p>	<p>PH</p>
<p>A decision was required of members (by phase) to agree reductions detailed in Table 6 and per pupil de-delegated amounts.</p>	
<p>Agreed</p>	<p>PH</p>
<p>Members reviewed Appendix D. PH stated that since the report had been written Barking Abbey had requested that their loan be deferred for a year to relieve financial pressure. Forum members agreed to this request.</p>	
<p>Agreed</p>	<p>PH</p>
<p>PH stated that The Warren School has now paid off their loan in full. Members requested that PH present an updated table at the next Forum in March.</p>	
<p>Action</p>	<p>PH</p>
<p>4.5.1.2 Support for Trade Union duties (Appendix G)</p>	
<p>Derek Moore enquired if discussion regarding trade union support would be raised within this item or if it would be discussed during Note 12, Schools Funding Formula Consultation. RL made the decision to move the item forward.</p>	
<p>DM stated the consultation had taken place without knowledge of the union members. It requested that funding be shown on a per pupil basis and like for like. Members stated that funding for trade unions be explored by the Headteacher Association meeting and reported back to Forum.</p>	
<p>Action</p>	<p>PH/ HTs</p>
<p>Trade Union Support and the Local Authority agreement to be an Agenda item at next meeting.</p>	
<p>Action</p>	<p>LB</p>

4.6 **Schools Funding Formula**

4.6.1 Members were asked to consider and recommend the final funding model.

Agreed PH

5 **ANY OTHER URGENT ITEMS**

No other matters arising.

6 **DATE, TIME AND PLACE OF FUTURE MEETINGS**

The Members noted that a HNB Forum Working Party Meeting had been arranged as follows:

Tuesday 24 February 2015, 9.30am – 12.00 Roding Primary School (Cannington Road Site)

<http://dagenham.streetmapof.co.uk/cannington-road>

The next Forum will take place on Tuesday 17 March 2015 10am – 12.00, Council Chamber, Town Hall, Barking.

Headteachers pre-meeting will commence at 9.00am