

# Minutes

## SCHOOLS FORUM

**MINUTES OF THE MEETING OF THE SCHOOLS FORUM HELD ON TUESDAY 31 OCTOBER 2017 IN STAFFORD ROOM, GREEN PARK, ASTON CLINTON, COMMENCING AT 1.40 PM AND CONCLUDING AT 4.50 PM**

### PRESENT

Headteachers	Mr P Rowe (Chairman)	Princes Risborough School
	Mr A Wanford	Green Ridge Academy
	Mr G Drawmer	Juniper Hill School
	Mrs D Rutley	Wycombe Grange PRU
	Mr D Hood	Cressex Community School
	Mr A Rosen	Aylesbury High School
	Mr S Sneesby	Kite Ridge House PRU
	Ms S Skinner	Bowerdean School
	Mr K Patrick	Chiltern Hills Academy
	Mr A Gillespie	Burnham Grammar School
	Mr O Lloyd	Iver Heath Junior School
	Ms J Freeman	King's Wood School & Nursery
	Ms K Tamlyn	Cheddington Combined School
Governors	Ms A Coneron	The Vale Federation of Special Schools
	Dr K Simmons	Cressex Community School
	Mr A Nobbs	Ashmead School
	Mr P Ward	Chilternway Academy
Representative	Mr M Moore	Catholic Diocese of Northampton
	Ms W Terry	Manor Farm Pre-School
	Fahey	Brindley House School
In Attendance		
Officers	Mr J Huskinson, Ms J Nicholls, Carter, Ms J Try, Ms C Beevers, Miss L Dale and Mr S Chainani	

### 1 APOLOGIES FOR ABSENCE / CHANGES IN MEMBERSHIP

Apologies were received from:

- Ms S Callaghan
- Ms S Duckworth

- Ms G Bull

## 2 DECLARATIONS OF INTEREST

There were no declarations of interest.

## 3 ACTION NOTES

The minutes of the meeting held on Tuesday 26 September 2017 were **AGREED** as an accurate record and signed by the Chairman.

Ms K Tamlyn and Mr D Hood raised a query in relation to item 10 of the minutes of the previous meeting:

*'...The majority of Education and Health Care Plans (EHCP) were done just prior to the child going to the school.'*

The Forum had requested a definitive answer on what was meant by the phrase 'the school' and specifically which type of schools this particular item applied to.

**ACTION: Ms S Callaghan**

## 4 DE-DELEGATION SUB-COMMITTEE PROPOSAL

Mr D Hood gave an overview of the report and proposals for de-delegations 2018/19 following the meeting held on 20 October 2017. He also thanked the contributors for a smooth and constructive meeting.

The Forum voted on the proposed recommendations.

### **RESOLVED**

**The forum unanimously AGREED the proposed recommendations.**

## 5 GROWTH FUND POLICY

A report and verbal update was provided by Mr J Carter, Accountant, and Mr S Chainani, Commissioning Manager, setting out the policy for growth funding in 2018/19 and the associated funding requirement.

An in depth discussion took place in relation to the proposals set out by Mr Chainani and Mr Carter.

- The forum noted page 45, Appendix 1: 'Falling Rolls' in further detail. A spelling error was identified in the heading '*Falling Roles Fund*' on page 45. A correction was required: 'roles' should be changed to 'rolls'.

**RESOLVED**

**The forum AGREED the proposals set out in the Growth Funding Policy**

- **Against: None**
- **Abstentions: 2**
- **In favour: 19**

**6 SCHOOLS FORUM FUNDING GROUP UPDATE**

Mr A Rosen, Chair of the Schools Forum Funding Group (SFFG), gave a presentation and a verbal update on the meeting held on Friday 13 October 2017.

The Forum discussed the update and the information provided by Mr Rosen in greater detail.

**7 SCHOOL FUNDING CONSULTATION**

Mr J Huskinson, Finance Director for Education, provided reports and gave a verbal update on the proposals for the consultation with schools on funding arrangements from 2018/19 for agreement by the Schools Forum.

The following points were raised in discussion:

- Any comments or amendments would be raised with Mr Huskinson directly to be updated.
- Ms K Simmons expressed that she was pleased with the strategic principles and queried whether it was possible to include additional questions regarding the identified priorities and the impact on pupils. More specifically, how respondents would feel the strategic aims had been addressed and allow respondents to make suggestions. Mr Huskinson agreed that he would take this back for consideration.

**ACTION: Mr J Huskinson**

- Mr Rosen suggested that it may be of value to refer to the DfE impact assessment document. Mr Huskinson agreed to take this into consideration.

**ACTION: Mr J Huskinson**

- The Forum discussed the introduction of the consultation in further detail and suggested that this section would require amendments. Mr Huskinson said that he would consider the proposed changes and would work with colleagues on the appropriate wording.

**ACTION: Mr J Huskinson**

## **RESOLVED**

**The Forum voted in principle on the proposed consultation document and was unanimously in favour given that the changes would be made as agreed.**

## **8 EARLY YEARS FUNDING PROPOSALS**

Ms J Nichols, Head of Early Years commissioning provided her report and gave a verbal update on the funding arrangements for early years for 2018/19.

The following points were raised in discussion:

- Ms W Terry highlighted that the Early Years sector was facing challenges with most settings operating on a negative budget, practitioners on minimum wage and 15 childcare hours no longer being paid for.
- Ms J Nicholls discussed the 30 hours for Early Years places and acknowledged difficulties and challenges of turbulence in places throughout the year.
- Ms Nicholls asked the forum to vote on recommendations in principal.

## **RESOLVED**

**It was AGREED that the Forum would be supportive of the recommendations.**

## **9 HIGH NEEDS FUNDING PROPOSALS**

Ms Huskinson gave an overview verbal update on the report provided. An in depth discussion took place regarding the budget proposals for High Needs Block Funding.

The following points were raised during discussion:

- Members highlighted the need for a High Needs spending plan which ultimately was in balance, and requested further evidence to be provided to inform their decision.
- Mr Rowe referred to the following quote from the Education and Skills Funding Agency on the subject of consulting on any transfer from Schools Block to High Needs:

120. We expect the evidence presented to the schools forum to include:

- details of any previous movements between blocks, what pressures those movements covered, and why those transfers have not been adequate to counter the new cost pressures
  - a full breakdown of the specific budget pressures that have led to the requirement for a transfer...
  - ...a strategic financial plan setting out how the local authority intends to bring high needs expenditure to levels that can be sustained within anticipated future high needs funding level  
(Schools Revenue Funding 2018 to 2019 Operational Guide, p.40)
- The Forum discussed the need for more information on spending, projects,

timelines and solutions before the proposal could be agreed.

**RESOLVED**

The Forum **DECLINED** the proposal given that more time and information was required before the Forum could make a decision.

**ACTION: Mr J Huskinson and Ms S Callaghan**

**10 CENTRALS SCHOOLS SERVICES BLOCK PROPOSALS**

Mr Huskinson provided a report and verbal update on budget proposals for Central Schools Services Block for agreement by the Schools Forum.

During discussion, the Forum noted an error in Appendix 1: BLT should be changed to BASL.

**ACTION: Mr J Huskinson**

**11 UPDATE FROM DIRECTOR FOR EDUCATION**

Ms S Callaghan was not present to provide an update.

**12 AOB/ ITEMS FOR FUTURE MEETINGS**

The following points were raised as other business:

- Mr Huskinson commented on a proposed clarification on the scheme to specify that schools should submit their budgets earlier in order to identify which schools would require assistance sooner.
- Mr Rowe noted the list of members and appointments and commented that there was an error with Ms K Tamlyn's joining date and that Mr G Drawmer had been missed. He asked that any changes be submitted to the Committee Assistant for action.

**ACTION: Miss L Dale**

**13 DATE OF NEXT AND FUTURE MEETINGS**

The next meeting date was confirmed as Tuesday 28 November 2017, 1:30pm Green Park

**CHAIRMAN**