



## Schools Forum minutes

Minutes of the meeting of the Schools Forum held on Tuesday 28 June 2022 in MS Teams Virtual Meeting, commencing at 1.30 pm and concluding at 3.05 pm.

### Members present

Ms J Antrobus, Cllr A Cranmer, Ms S Cromie, Ms J Freeman, Mr A Gillespie, Mrs J Male, Mr K Patrick, Mrs D Rutley, Ms E Stewart, Ms K Tamlyn, Ms S Barcock-Wood, Ms S Bayliss, Ms C Beevers, Mr H Beveridge, Mrs G Bull, Mr J Carter, Mr G Drawmer, Mr E Hillyard, Mr S James, Ms N Lovegrove, Ms J Pearce, Mr A Sherwell, Ms H Slinn, Ms F Smalley and Ms E Williams

### Agenda Item

#### 1 **Chairman's Welcome**

The Chairman welcomed all to the meeting and reminded all of the basic etiquette for a MS Teams meeting.

#### 2 **Apologies for Absence**

Apologies were received from:

Ms J Cochrane- Sir Henry Floyd Grammar School  
Mr B Taylor- Special School Representative  
Mr D Hood- Cressex Community School

#### 3 **Declarations of Interest**

There were no declarations of interest.

#### 4 **Minutes of the Previous Meeting**

The minutes of the meeting held on 22 March 2022 were **AGREED** as an accurate record.

The actions from the meeting held on 22 March 2022 were reviewed and **AGREED** as completed.

## 5 School Forum Induction

Ms E Williams, Head of Finance (Children's Services)- Buckinghamshire Council gave an overview of the report provided.

### Recommendations:

Schools Forum is asked to note the report.

### Resolved:

Schools Forum **NOTED** the report.

Action	Deadline	To Be completed by
To look at the Schools Forum DFE guidance re the representatives of the forum going forward.	ASAP	Ms E Williams

## 6 Update from the SFFG

Ms K Tamlyn- Chairman of the Schools Forum Funding Group gave an overview of the SFFG meeting. The action notes were appended to the minutes.

## 7 Report of the DSG Spending Review Group

Ms E Williams, Head of Finance (Children's Services)- Buckinghamshire Council and Ms H Slinn, Head of Integrated SEND- Buckinghamshire Council gave an overview of the report provided.

### Recommendations:

- a) To note the 2021-22 outturn for the high needs block and the planned actions for 2022-23
- b) To agree the updated budget for the High Needs Block in 2022-23
- c) To note the priorities and work of the DSG Expenditure Review Group since the last Schools Forum meeting

### Resolved:

- a) Schools Forum **NOTED** the 2021-22 outturn for the high needs block and the planned actions for 2022-23
- b) Schools Forum **AGREED** the updated budget for the High Needs Block in 2022-23
- c) School Forum **NOTED** the priorities and work of the DSG Expenditure Review Group since the last Schools Forum meeting

## 8 Final Outturn Report 2021-22

Ms E Williams, Head of Finance (Children's Services)- Buckinghamshire Council gave an overview of the report provided.

**Recommendations:**

Schools Forum is asked to note the final outturn position against the Dedicated Schools Grant in 2021-22 and the impact on the DSG reserve.

**Resolved:**

Schools Forum **NOTED** the final outturn position against the Dedicated Schools Grant in 2021-22 and the impact on the DSG reserve.

**9 Schools Revenue Balances**

Mr J Carter, Schools Management Accountant- Buckinghamshire Council gave an overview of the report provided.

**Recommendations:**

To note the surplus and deficit balances for maintained schools as at 31 March 2022.

**Resolved:**

Schools Forum **NOTED** the surplus and deficit balances for maintained schools as at 31 March 2022.

**10 Implementing the Direct National Funding Formula: Government consultation**

Ms E Williams, Head of Finance (Children's Services)- Buckinghamshire Council gave an overview of the presentation provided.

It was agreed by the forum that they were happy for the response of the consultation to go directly from Buckinghamshire Council officers, rather than via the members of the forum.

**11 AOB**

The Chairman wanted to thank the following for all their input into the forum over the years and wished them the best for the future.

Ms H Slinn, Head of Integrated SEND

Mr D Hood, Head Teacher- The Cressex School

The Vice Chairman wanted to thank The Chairman, Mr K Patrick for all his support and guidance for many years to the forum and wanted to wish him all the best in his retirement.

**12 Date of Next Meeting**

Tuesday 11 October 2022- 1.30pm

MS Teams Meeting

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**Schools Forum Funding Group**  
**Action Notes for meeting held on 06 June 2022**

<b>Agenda item number</b>	<b>Action</b>	<b>To be completed by</b>	<b>Completion date</b>
<b>3</b>	<b>Revenue Outturn 2021-22</b>		
3	To note under 5.8/5.9	<b>Ms E Williams</b>	<b>SF Meeting</b>
3	To add to report to advise the underspend was planned- point-	<b>Ms E Williams</b>	<b>SF Meeting</b>
3	To add a point on discussion on choice not to de-delegate	<b>Ms E Williams</b>	<b>SF Meeting</b>
3	To add a point to say work is continuing internally- fig, 3.6		
3	To add a calculation to do a cost analysis per child		
<b>4</b>	<b>Draft High Needs Budget 2022-23</b>		
4	To adjust table to ensure it fits onto one page	<b>Ms E Williams</b>	<b>SF Meeting</b>
<b>6</b>	<b>Schools Forum Agenda</b>		
6	To move item 6 to prior to outturn item	<b>Ms E Williams</b>	<b>SF Meeting</b>
6	To add a vacancy paper to the SF agenda	<b>Ms C Beevers</b>	<b>SF Meeting</b>
6	To send out vacancy list to SFFG members	<b>Ms C Beevers</b>	<b>ASAP</b>
<b>7</b>	<b>AOB</b>		
7	To send out letter to MP	<b>Mr K Patrick/ Ms C Beevers</b>	<b>SF Meeting</b>
7	To look at wording of constitution and representation	<b>Ms C Beevers/ Ms E Williams</b>	<b>ASAP</b>

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