



# Schools Forum Minutes

Minutes of the meeting of the Schools Forum held on Tuesday 6 December 2022 in MS Teams Meeting, commencing at 1.30 pm and concluding at 4.00 pm.

## Members present

Ms J Antrobus, Ms J Freeman, Mrs J Male, Ms E Stewart, Mr B Taylor, Ms S Barcock-Wood, Ms S Bayliss, Ms C Beevers, Mrs G Bull, Mr J Carter, Mr G Drawmer, Ms C Glasgow, Mr S James, Ms N Lovegrove, Mr A Sherwell, Ms F Smalley and Ms E Williams

## Agenda Item

### 1 Election of Chairman

Ms J Freeman opened the meeting and advised she would be Chairing the meeting in place of Ms K Tamlyn, who had unfortunately had to step down as the Chairman of the Schools Forum. Ms Freeman passed on her thanks to Ms K Tamlyn for all of her help and support to the Schools Forum over the years.

It was advised that the Chairman of the Schools Forum would not be replaced at this meeting but this would be completed offline following the meeting.

Action	Deadline	To Be Actioned By
To send out an email requesting nominations for Schools Forum Chairman.	ASAP	Ms C Beevers

## **2 Apologies for Absence**

Apologies were received from:

Mr A Gillespie- Burnham Grammar School  
Ms J Cochrane- Sir Henry Floyd Grammar School  
Ms J Robertson- Brushwood Junior School  
Mr E Hillyard- Holmer Green Secondary School  
Ms J Pearce- Waterside Primary Academy

## **3 Declarations of Interest**

There were no declarations of interest.

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

The minutes of the meeting held on 11 October 2022 were **AGREED** as an accurate record.

The actions from the meeting held on 11 October 2022 were reviewed and **AGREED** as completed or carried forward.

## **5 Induction for New Members**

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.

## **6 Constitution and Membership**

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

### **Recommendations:**

- a) To agree the draft constitution for Schools Forum.
- b) To seek representatives from the Primary Academy, Secondary Academy (Upper and Grammar), Maintained Nursery and Maintained PRU sector in line with the current constitution.

### **Resolved:**

- a) Schools Forum **AGREED** the draft constitution.
- b) Schools Forum **AGREED TO SEEK** representatives from the Primary Academy, Secondary Academy (Upper and Grammar), Maintained Nursery and Maintained PRU sector in line with the current constitution.

Action	Deadline	To be Completed By
To amend typos in the constitution as discussed.	March Schools Forum Meeting.	Mr J Carter.

## 7 Update from the SFFG

There was no update required.

Action	Deadline	To Be Completed By
To decide the purpose and requirement of the SFFG moving forward.	March Schools Forum Meeting.	Mr S James & Ms E Williams.

## 8 Revenue Budget Monitoring 2022-23

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 revenue budget monitoring forecast at the end of October (Period 7)

### Resolved:

Schools Forum **NOTED** the revenue budget monitoring forecast at the end of October (Period 7)

## 9 National Funding Formula and Operational Guidance 2023-24

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

### Recommendations:

Schools Forum is asked to:

- a) To note the information set out in the report, including the accompanying appendices, showing indicative allocations for 2023-24. Note that modelling is based on October 2021 census data. Final DSG allocations are due in December 2022 and will be updated for October 2022 census data.
- b) To note the announcement made as part of the Autumn budget, we await the guidance around how this money will be distributed and how it will affect the funding formula. As above all modelling is based on the indicative allocations published in July 2022.
- c) To note the updated modelling for the Central Schools Services Block and the increased allocation for the High Needs Block for 2023-24.
- d) To agree to the disapplication request regarding the exceptional rent factor.

**Resolved:**

Schools Forum:

- a) **NOTED** the information set out in the report, including the accompanying appendices, showing indicative allocations for 2023-24. Note that modelling is based on October 2021 census data. Final DSG allocations are due in December 2022 and will be updated for October 2022 census data.
- b) **NOTED** the announcement made as part of the Autumn budget, we await the guidance around how this money will be distributed and how it will affect the funding formula. As above all modelling is based on the indicative allocations published in July 2022.
- c) **NOTED** the updated modelling for the Central Schools Services Block and the increased allocation for the High Needs Block for 2023-24.
- d) **AGREED** to the disapplication request regarding the exceptional rent factor

**10 De-delegation 2023-24**

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

**Recommendations:**

To consider and agree the proposals for de-delegation in 2023-24 based on the recommendations of the Maintained Schools Committee.

**Resolved:**

Schools Forum **CONSIDERED** and **AGREED** the proposals for de-delegation in 2023-24 based on the recommendations of the Maintained Schools Committee as below:

3.1. It is recommended that de-delegation for "existing" de-delegated services across primary and secondary schools should be as follows:

- Contingency fund for schools in deficit - It is recommended that there is no de[1]legation in 2023-24 due to the amount that has been rolled forward from previous years. This is to be reviewed on an annual basis- **FOR**
- Contingency for deficits of closing schools – it is recommended that there is no de-delegation in 2023-24 and that this should be reviewed on an annual basis- **FOR**
- Trade union facilities – It is recommended that there is no de-delegation in 2023-24 due to the amount that has been rolled forward from previous years. This is to be reviewed on an annual basis- **FOR**
- Supply cover for small schools – it is recommended that there is no de[1]legation in 2023-24 and that this should be reviewed on an annual basis. This is due to the amounts rolled forward from previous years- **FOR**

4.1. It is recommended that de-delegation for former ESG funded services is as follows:

- Finance support for schools in financial difficulties – £2.75 per pupil primary and secondary/ £10 per place Special and PRU- **FOR**
- Educational Visits Service - £1 per pupil for primary and secondary/ £4 per pupil Special and PRU- **FOR**

**11 School Improvement - Proposals for De-delegation 2023-24**

Mr G Drawmer, Head of Achievement & Learning- Buckinghamshire Council gave an overview of the report provided.

**Recommendation:**

To agree the proposed de-delegation for School Improvement activity at a rate of £2.40 per pupil in 2023-23.

**Resolved:**

Schools Forum **AGREED** the proposed de-delegation for School Improvement activity at a rate of £2.40 per pupil in 2023-23.

**12 Report from the DSG Spending Review Group**

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

**Recommendations:**

To note the priorities and work of the DSG Expenditure Review Group since the last Schools Forum meeting.

**Resolved:**

Schools Forum **NOTED** the priorities and work of the DSG Expenditure Review Group since the last Schools Forum meeting.

**13 Special Schools Minimum Funding Guarantee**

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

**Recommendations:**

Schools Forum is asked to agree to apply for a disapplication to the special school Minimum Funding Guarantee (MFG) for 2023-24.

**Resolved:**

Schools Forum **AGREED** to apply for a disapplication to the special school Minimum Funding Guarantee (MFG) for 2023-24.

**12 FOR**

**1 AGAINST**

**14 Schools Specific Contingency Panel Terms of Reference**

Recommendations:

Schools Forum is asked to:

- a) Confirm the membership and Chairman of the Schools Specific Contingency Panel.
- b) Approve the proposed changes to the Terms of Reference for implementation in the 2022-23 financial year.

**Resolved:**

Schools Forum:

- a) **CONFIRMED** the membership and Chairman of the Schools Specific Contingency Panel.

**Panel- Ms G Bull**

**Mrs E Stewart- Chairman**

**Ms J Freeman**

**Mr K Shabbir**

- b) **APPROVED** the proposed changes to the Terms of Reference for implementation in the 2022-23 financial year.

**15 Exclusion of the Public**

**16 Support Staff Pay Review**

Ms J Pead, Policy & Reward Consultant and Ms J Whitely, Head of HR Consultancy, Policy & Reward- Buckinghamshire Council gave an overview of the report provided.

The report included questions that were asked to members of Schools Forum for a steer to take away as part of the support staff pay review.

**17 AOB**

There were no items of AOB.

**18 Date of Next Meeting**

Tuesday 17 January 2023- 1.30pm

The Oculus, Buckinghamshire Council, Gatehouse Road, Aylesbury HP19 8FF