



SCHOOLS FORUM MEETING
DRAFT MINUTES

HELD ON 15th JANUARY 2018

Position	Attendee	15 Jan 2018	22 Feb 2018	14 Jun 2018		
Chairing the meeting						
Chair	Diane Atkinson	✓				
Vice Chair	Brian Peacock					
18 School Members	Appointed Members	Meetings attended				
8 Maintained Schools reps - 1 Secondary, 4 Primary, 1 Special, 1 Nursery and 1 PRU Headteacher places						
Secondary Headteacher	Diane Atkinson	✓				
Primary Headteacher	Elizabeth Hargreaves	✓				
Primary Headteacher	Susan Aldred	✓				
Primary Headteacher	Michelle Smith	X				
Primary Headteacher	Carolyn Lord	✓				
Special Headteacher	Geoff Fitzpatrick	✓				
Nursery Headteacher	Gillian Crompton	X				
PRU Headteacher	Jo Siddle – Amanda Leaver	✓				
1 Free School reps						
Free School	Hannah Speakman	✓				
4 Governors – 1 Secondary and 3 Primary Governors						
Secondary Governor	Helen Holden	X				
Primary Governor	Brian Peacock	✓				
Primary Governor	Pauline Lovick	✓				
Primary Governor	Lilian Salton	X				
5 Academy reps – 2 Secondary, 1 Primary, 1 Special and 1 Alternative Provision Headteacher places						
Secondary Academy	Dean Logan	X				
Secondary Academy	Brendan Loughran	X				
Primary Academy	Donna Simpson	✓				
Special Academy	Sharon Roscoe	X				
Alt' Provision Academy	Hannah Speakman/Gary Holding	X				
4 Non School Members – 1 Teacher Unions, 1 Non-Teaching Unions, 1 Post 16 FE College and 1 Early Years Provider representatives						
Teacher Unions	Simon Jones	✓				
Non-Teaching Unions	Paul Crewe	✓				
Post 16 FE College	VACANT					
Early Years Provider	Tracy Ellett	X				
School Forum Members present		12				
<i>Quorate 40% of filled posts</i>		<i>9</i>				
In Attendance						
LA Officers	Jessica Byrne	✓				
LA Officers	Adam Clarkson	✓				
LA Officers	Kirsten Reid	✓				
LA Officers	Mary Parker	✓				
Council Members	Dave Harling	X				
Observers presenting papers						
LA Officers	Julia Coleman	✓				
Total		5				

1. Welcome and Introductions

Diane Atkinson Chaired the school forum meeting and led the introductions.

2. Minutes from the previous meeting

It was agreed that the minutes from 16 November 2017 be accepted as a true and accurate record of the meeting.

3. Matters Arising

De delegation – music query briefing paper. Members of the forum were not aware of receiving a paper as yet and asked what was going to happen from Easter onwards with regards to the wider ops. Jessica Byrne confirmed that the transfer of Music services had been discussed at the Primary Headteachers meeting and that wider ops was continuing for the financial year with the funding ending in March 2019.

The funding centrally retained in 2016/17 and 2017/18 of £120,000 is now held in the Central services for schools block and will remain for the foreseeable future. As part of the move towards National Funding Formula funds previously held in the Schools Block are now moved to Central services for schools block.

Kirsten will confirm the position to the Heads and Primary Schools.

Dean Logan had previously asked if there could be a review on how Union practices work? Simon Jones produced a paper at the January meeting which the Forum approved apart from Dean leaving him with a minority view. The Chair asked when the Unions meet as a group to discuss how information gets fed back to the forum.

The Forum all agreed with the decisions made.

4. GRT Revised De-Delegated Funding Proposed for 2018-19 Financial Year

The Gypsy Roma Traveller paper had been sent out for the Forum to discuss at the meeting.

Primary heads had discussed the de-delegation in their meetings in October and again in December when a vote was held. Sue Aldred advised that the majority decision of the primary heads was that this service will no longer be funded from de delegation. Although the team won't be renewed for the 2018/19 financial year, Forum agreed that the team should be funded until the end of the current academic year.

The members of the school forum raised the following points in their discussion of the pros and cons for continuing the GRT service:

- Kirsten advised that the service would cost £90,000 per year.
- Jessica Byrne explained that the authority was responsible for allocating a school place for GRT children who arrive in the borough. The LA would also monitor GRT children and young people where parents had indicated that they were home educated and would follow up any school referral regarding attendance. Jessica advised the Forum that it was not a statutory duty for the

Council to support children to access the curriculum or provide home /school liaison services.

- Voting is restricted to primary school representatives only. Of the 5 eligible members present 4 voted in favour of cessation.
- 2nd proposal to keep the service until the end of the academic year was unanimously agreed.
- Jessica Byrne advised that the LA would be responsible for the redundancy process and any reserves would be utilised if needed.

Action – Kirsten will check the level of redundancy costs.

Following discussion the members of the Schools Forum formally voted to determine if the de-delegation for the Gypsy Roma Traveller team would be made in 2018/19 financial year. **The decision was:**

The de-delegation would cease at 31 March 2018

The Chair advised that as of September 2018, this service will no longer be available.

5. Schools Funding Announcement 2018/19

The Paper had been sent out to the Forum and they were asked to note the details of the funding.

Kirsten explained that the calculations on the overall figures on the new national funding were not easy to compare from year to year.

Kirsten went through the summary table and the comparisons of allocation from previous year

The Forum noted the funding and it was agreed.

6. Schools Block Formula 2018/19

Kirsten went through the details from the paper sent out to the Forum and were asked to either approve the National Funding Formula or the Local Funding Formula allocations.

School Members and Early Years representatives were asked to note and comment on the LA proposal to calculate delegated schools budgets as detailed in the paper.

Maintained Primary and Secondary representatives were asked to approve the updated de-delegations of funding from schools block.

Maintained Primary and Secondary representatives were asked to approve the education functions funding from schools block.

School representatives were asked to approve a transfer of up to 0.5% from the schools block to high needs block.

Kirsten had prepared 2 sets of figures for the Forum and had colour coded them to make it clearer.

A Summary Table showed the information about the factors Kirsten had used from the paper provided.

Kirsten proposed that the Forum approve the local funding formula version and gave details of the number of schools losing funds under both formulae. Members discussed the proposals in detail.

Kirsten advised the Forum that the deadline for submitting the Authority Pro Forma figures was 19 January 2018.

Kirsten requested to transfer up to 0.5% of the schools block allocation into the high needs block in order to provide support for high needs requirements in 2018/19.

The school and early years representatives noted and commented on the LA proposals.

The members voted and the results were as follows:

School Forum eligible representatives agreed to accept the local funding formula version.

School Forum eligible representatives agreed the de-delegations of funding proposed, excluding that for the GRT.

School Forum eligible representatives agreed to approve the education functions funding from schools block.

School Forum eligible representatives agreed to approve the transfer of up to 0.5% of the funding from schools block to high needs block.

Action - Kirsten will bring revised school budget share to the next Schools Forum Meeting.

Action – De-delegated funding for GRT will not be included in the version submitted to DfE.

7. Schools Funding Arrangement for 2018/19 Financial Year

The School Forum noted the paper.

8. AOB

- Next meeting 22nd February
- Deadline 23 February for political ratification.
- Deadline 27 February schools budget shares issued.