

LEWISHAM SCHOOLS FORUM



Minutes of the meeting held on Thursday 11th December 2014

Membership (Quorum = 40% i.e. 9)

✓ = present

✗ = absent

		Attendance
Primary School Headteachers		
Primary School	VACANT	
Steve Davies	Coopers Lane	✗
Liz Booth	Dalmain	✓
Paul Moriarty	Good Shepherd	✗
Lisa Pearson	Torridon Infants	✗
Michael Roach	John Ball	✗
Nursery School Headteacher		
Nikki Oldhams	Chelwood	✓
Secondary School Headteachers		
Anne Potter	Addey & Stanhope	✓
Bob Ellis	Conisborough College	✓
David Sheppard	Leathersellers Federation	✓
Carolyn Unsted (Chair)	Sydenham	✓
Special School Headteacher		
Lynne Haines	Greenvale	✓
Pupil Referral Unit Headteacher		
Liz Jones	Abbey Manor	✓
Primary & Special School Governors		
Keith D'Wan	Athelney	✓
Dame Erica Pienaar	John Ball	Apologies
Mark Simons	Coopers Lane	✗
Secondary & Secondary Special School Governors		
Pat Barber	Bonus Pastor	Apologies
James Pollard	Addey & Stanhope	✓
VACANT	Special School	
Academies		
Declan Jones	Haberdashers' Aske's	Apologies
14-19 Consortium Rep		
Theresa Williams	LeSoCo	✗
Early Years Rep		
Cathryn Kinsey	Clyde Nursery	✓
Diocesan Authorities		
Rev Richard Peers	Southwark Diocesan Board of Education	✗
Stephen Bryan	Education Commission	Apologies

Also Present	
Alan Docksey	Head of Resources & Performance
Dave Richards	CYP Group Finance Manager
Hayden Judd	Principal Accountant
Donal O'Sullivan	Consultant – Public Health
Kim Knappett	Teachers Union (ALT)
Nicola Maslin	CYP Finance
Simon Nundy	Trinity
Janita Aubun	Clerk

Apologies for Absence

Apologies were received from Dame Erica Pienaar, Declan Jones, Frankie Sulke, Stephen Bryan & Pat Barber.

1. Minutes of Meeting held on 25th September 2014

Minute number 3 on the contingency was queried. The chair has confirmed with the Vice Chair (who was chairing the meeting for that item) that the minute was accurate in her recollection.

The rest of the minutes were agreed and signed by the Chair.

2. Matters Arising

No other matters arising.

3. Service Level Agreements – Public Health

Public Health Programme budget proposal 2015/16 – report presented by Donal O’Sullivan gave details of the proposal for the training programme to schools and the costs.

Donal O’Sullivan informed the Forum of the proposed SLA charges for nutrition, healthy lifestyles, drugs & alcohol, junior citizens programme, the prevention of smoking, sex and relationships within Primary and Secondary Schools. Recognition that drugs & alcohol currently has the most take-up with schools with nutrition the least. Special Schools have been excluded from this proposal but further discussions will take place with special schools

In addition the management of the EpiPen is to be taken up separately and outside of Forum.

It was agreed the officers should send details to schools

4. Budget Monitoring Report

High Needs SEN

There were no changes on the position from the previous Schools Forum. The High Needs block forecast overspend, remains at £1,501k.

School Budget Monitoring

The indications from the budget monitoring returns is that schools are projecting an end of year underspend of £10m based on past trends in school forecasting this is likely to grow by the year end to £15m.

The data about school’s performance and budget monitoring as at September 2014. For those schools who did not make a return Alan Docksey will be contacting the Headteachers of the schools concerned. Forum noted that for any schools where there is a new Head, extra support may be needed.

Question raised regarding the inclusion/exclusion of PFI figures in schools carry forward balances. Alan Docksey clarified that all such exclusions had been taken into account at the end of the financial year and Finance will continue to do this. We would not normally undertake this in-year. Lynne Haines mentioned again their outstanding single status issue for Greenvale and the impact this has on their school balances.

5. High Needs Sub Group Report

Report presented by Alan Docksey

It was agreed to:

- No longer add back the matrix funding deduction that was withdrawn last year. This would result in a further reduction in the top-up rates of £4,800.
- Reduce the collaborative funding reduction by £300k,
- Abbey Manor College £2k funding adjustment,
- To ask the sub group to continue its work for a year,
- Extend the brief of the group to incorporate home to school transport .

The Forum thanked the Headteachers for their work on the sub group.

Matrix Rates

- The sub group have recommended a further reduction in the matrix rates level for 2015/16.
These revised rates will bring Lewisham into line with other boroughs.
- Lo Need/Hi Incidence SEN – for 2015/16 the Sub-group recommended a reduction in the level of this funding distributed via collaboratives.

St Matthews Academy are not included in the above proposals.

Forum were informed that the next High Needs Sub Group meeting date has not yet been set is but likely to be in February.

All the above recommendations were upheld.

6. Budget Report

Report was presented by Alan Docksey for Forum to agree the DSG budget for 2015/16.

At the time of Schools Forum the figures were not yet available as the DFE is not likely to announce the provisional DSG financial settlement till the following week.

Contingency

The Forum discussed the proposal to agree a payment holiday on the contingency and not de-delegate the contingency fund for 2015/16 only. Officers were asked to bring to the next meeting details of the payments made from the contingency over the last three years. At the meeting the Forum would like to consider the level of the contingency.

Free School Meals

Nikki Oldhams' raised the issue of Lewisham's on-line publicity for FSM and pupil premium. Alan Docksey informed Forum that this is being looked into and a new on-line check system is being worked on which parents should be able to access. This is some 12 months away however.

The Forum Agreed to

- (a) Set 2015/16 ISB funding rates at the same level as 2014/15
- (b) Consider the funding settlement at the meeting on 5th February and if necessary revise the funding rates to schools
- (c) Agree with the continuation of the headroom projects that are funded through a DSG top-slice at the current level of funding
- (d) The Collaborative SEN funding continue to be passed to banker schools.
- (e) The former Standards Fund Collaborative funding is not de-delegated from 2015/16.
- (f) The primary and secondary 2015/16 budgets for de-delegation as proposed in the paper
- (g) Agree to budgets for central spend as proposed in the paper

7. Information Item – Schools Minor Works Programme

Included in Forum papers.

8. Any Other Business

None

Meeting closed 6.36pm

Date of next meeting 5 February 2015

SCHOOLS FORUM ACTION SUMMARY

ITEM	ACTION TO BE TAKEN	OFFICER(S) RESPONSIBLE FOR ACTION	OUTCOME/CURRENT POSITION
SLA – Public Health	Revised paper for circulation to School Headteachers	Donal O’Sullivan	To be actioned
Budget Report	Ever 6 early years info. For Cathryn Kinsey	Alan Docksey	To be actioned
	Contingency – benchmarking data to be provided showing comparisons with other boroughs	Dave Richards	To be actioned