

LEWISHAM SCHOOLS FORUM

Minutes of the meeting held on Thursday 5th February 2015

Membership (Quorum = 40% i.e. 9) ✓ = present ✗ = absent a = apologies

| | | Attendance | | | | |
|---|---------------------------------------|------------|-------|-------|-------|-------|
| | | 20/3 | 19/06 | 25/09 | 11/12 | 05/02 |
| Primary School Headteachers | | | | | | |
| VACANT | Primary School | | | | | |
| Steve Davies | Coopers Lane | ✓ | ✗ | ✓ | ✗ | ✗ |
| Liz Booth | Dalmain | ✓ | ✓ | ✗ | ✓ | ✗ |
| Paul Moriarty | Good Shepherd | ✗ | ✗ | ✗ | ✗ | ✗ |
| Lisa Pearson | Torridon Infants | ✗ | ✗ | ✗ | ✗ | ✗ |
| Michael Roach | John Ball | a | ✓ | ✓ | ✗ | ✓ |
| Nursery School Headteacher | | | | | | |
| Nikki Oldhams | Chelwood | a | ✓ | ✓ | ✓ | a |
| Secondary School Headteachers | | | | | | |
| Anne Potter | Addey & Stanhope | ✓ | a | ✓ | ✓ | ✓ |
| Bob Ellis | Conisborough College | a | a | ✓ | ✓ | a |
| David Sheppard | Leathersellers Federation | ✓ | ✓ | ✓ | ✓ | ✓ |
| Carolyn Unsted (Chair) | Sydenham | ✓ | ✓ | ✓ | ✓ | ✓ |
| Special School Headteacher | | | | | | |
| Lynne Haines | Greenvale | ✓ | ✓ | ✓ | ✓ | ✓ |
| Pupil Referral Unit Headteacher | | | | | | |
| Liz Jones | Abbey Manor | a | a | a | ✓ | ✓ |
| Primary & Special School Governors | | | | | | |
| Keith D'Wan | Athelney | ✓ | ✓ | a | ✓ | ✓ |
| Dame Erica Pienaar (Vice-Chair) | John Ball | a | ✓ | ✓ | a | ✓ |
| Mark Simons | Coopers Lane | ✗ | ✗ | ✗ | ✗ | ✗ |
| Secondary & Secondary Special School Governors | | | | | | |
| Pat Barber | Bonus Pastor | | | | a | ✓ |
| James Pollard | Addey & Stanhope | ✓ | ✗ | ✗ | ✓ | ✗ |
| VACANT | Special School | | | | | |
| Academies | | | | | | |
| Declan Jones | Haberdashers' Aske's | a | ✓ | a | a | a |
| 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 | a | ✗ | a | a | ✗ |

| Also Present | |
|---------------------|---------------------------------|
| Alan Docksey | Head of Resources & Performance |
| Dave Richards | CYP Group Finance Manager |
| Hayden Judd | Principal Accountant |
| Dipesh Gajmer | CYP Finance |
| Kim Knappett | Teachers Union (ATL) |

| | |
|--------------|-------|
| Janita Aubun | Clerk |
| Lamees Adnan | |
| Simon Nundy | |

Apologies for Absence

Apologies were received from Nikki Oldhams, Bob Ellis, Declan Jones & Frankie Sulke.

1. Minutes of Meeting held on 11th December 2014

Original minute number 3 on the contingency for falling rolls in secondary schools, agreed to be as stated on 25 September 2014.

11 December minutes agreed and signed by the Chair.

2. Matters Arising

No other matters arising.

3. Election of Chair & Vice-Chair for the Coming Year

Nominations have been received.

- Re-elected Schools Forum Chair is Carolyn Unsted.
- Re-elected Schools Forum Vice-Chair is Erica Pienaar

4. Budget Monitoring

High Needs SEN

Increased forecast expenditure this year in the High Needs block as more pupils are being placed in Special Schools and more with matrix funding.

On 18 December 2014 the DFE gave notification of an additional £700k allocation to the high needs block for 2014/15.

This is due to an adjustment on recoupable academies.

Forum agreed the funding can be used to offset the extra cost on the matrix.

School Budget Monitoring

Deadline for the return of December 2014 budget monitoring is 31 January 2015, therefore figures will be presented at March Forum.

Forum informed that Alan Docksey has written to the Headteachers for those schools who did not make a return for September.

Forum noted that for those schools who have not submitted, additional support may be required.

Mutual Funds

The Growth Fund is projected to be overspent by £126k as at end 2014/15. The Maternity Fund is projected to be underspent by £137k.; if this is the case at year end any surplus balance will be returned to schools.

Contingency

Options 1 to 5 were discussed:

Option 1 – no payment request from schools for 2015/16

Option 2 – redistribute current contingency balance

Option 3 – reduce size of the contingency

Option 4 – continue to de-delegate funds from schools

Option 5 – have no contingency

Officers informed Forum that if a LA held no contingency for schools it is likely that they would need to have insurance cover or an agreement with schools on deficit budgets.

Chair mentioned the importance of maintaining a good relationship between the LA and academies in case of any extreme circumstance e.g. fire damage at HAHC Temple Grove.

Forum agreed :

- Not to ask for a contribution from schools to the contingency for 2015/16
- To set the future contingency provisionally at £650k – but this will be reviewed in the 2016/17 budget cycle against experience.

Bid to the Falling Rolls Contingency

The Schools Forum agreed:

- a variation to the approved scheme;
- that the bid received have £99k allocated as recommended in the report.
- that a running total of the contingency be noted at each meeting of the Forum.

5. Budget Update

The DSG 2015/16 was broadly in line with what was discussed at Forum on 11 December and therefore there was no need to amend the previous recommendations agreed by the forum.

The funding per school (primaries & secondaries) was tabled at the meeting showing the variations against 2014/15 allocations. Officers were asked by Forum to produce a calculation for the next meeting which shows the forecast impact of inflation for the next year.

Forum agreed the original decision:

- To set 2015/16 ISB funding rates at the same level as last year (2014/15)

Schools are to be given their 2015/16 draft funding notifications early next week.

6. SEND Consultation

The DFE's call for evidence requests the LA to show how SEN funds can be distributed more fairly in its view. The call for evidence ends 27 February 2015.

Forum was informed that Lewisham is one of the highest spenders per pupil on high needs.

Chair requested that members let Dave Richards/Alan Docksey know if they have any comments to include in the response or to submit their own consultation response by the above deadline.

7. Any Other Business

Chair thanked Officers for their support in providing the Forum papers and minutes.

Meeting closed 6.36pm

Date of next meeting 19 March 2015

SCHOOLS FORUM ACTION SUMMARY

| ITEM | ACTION TO BE TAKEN | OFFICER(S) RESPONSIBLE FOR ACTION | OUTCOME/CURRENT POSITION |
|------------------|--|-----------------------------------|----------------------------------|
| 5. Budget Update | Forecast impact of inflation calculation 2015/16 | Dave Richards | To be presented at 19.3.15 Forum |