

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 (ALT)

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