

LEWISHAM SCHOOLS FORUM

Minutes of the meeting held on Thursday 30th June 2016

Membership (Quorum = 40% i.e. 8) ✓ = present ✕ = absent a = apologies

		Attendance				
		10/12	19/01	04/02	17/03	30/06
Primary School Headteachers						
Liz Booth	Dalmain	✓	✓	✓	✓	✕
Paul Moriarty	Good Shepherd	✓	✓	✓	✓	a
Michael Roach	John Ball	✓	a	✓	✓	✓
Sharon Lynch	St William of York	✓	✓	✓	✓	a
Keith Barr	Kender	✓	✓	✓	✓	✓
Nursery School Headteacher						
Nikki Oldhams	Chelwood	✓	✓	a	a	a
Secondary School Headteachers						
Jan Shapiro	Addey & Stanhope	✕	✓	✓	a	✓
David Sheppard	Leathersellers Federation	✓	✓	✕	✓	a
VACANT	SECONDARY					
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Special School Headteacher						
Lynne Haines (Chair)	Greenvale	✓	✓	✓	✓	✓
Pupil Referral Unit Headteacher						
Liz Jones	Abbey Manor	✓	✓	a	✓	a
Primary School Governors						
Rosamund Clarke	Perrymount	✓	a	✓	✓	✓
Dame Erica Pienaar (Vice-Chair)	John Ball	a	a	✓	✓	✓
Keith Dwan	King Alfred Federation				✓	✓
Secondary & Special School Governors						
Pat Barber	Bonus Pastor	✓	✓	✓	✓	a
James Pollard	Addey & Stanhope	✓	✓	✕	✓	a
Ruth Elliot	Watergate		✓	✓	✓	✓
Academies						
Declan Jones	Haberdashers' Aske's	✓	✓	✓	✓	a
14-19 Consortium Rep						
Gordon Gillespie	14-19 Consortium					✕
Early Years Rep						

Cathryn Kinsey	Clyde Nursery	a	✓	✓	✓	✓
Diocesan Authorities						
Rev Richard Peers	Southwark Diocesan Board of Education	x	a	a	a	x
Stephen Bryan	Education Commission	x	x	x	x	✓

Also Present	
Dave Richards	CYP Group Finance Manager
Sara Williams	Executive Director for CYP
Selwyn Thompson	Head of Financial Services
Kate Bond	Head of Standards & Achievement
Hayden Judd	Principal Accountant - Schools
Janita Aubun	Clerk

1. Apologies and Acceptance of Apologies

Apologies received from Nikki Oldhams, Pat Barber, Sharon Lynch, Declan Jones, James Pollard, Ruth Elliott, Paul Moriarty and Liz Jones.
Apologies accepted.

There were no substitutes.

2. Declaration of Interests

The Chair clarified the provision in the Schools Forum constitution on declaration of interests, held in the Constitution:-

‘Forum members are required to declare an interest in and withdraw from the meeting for any relevant matter under consideration in which they have a direct pecuniary interest’.

There were no declaration of interests.

3. Minutes of the Meeting held 17th March 2016

Minutes were agreed.

Forum agreed to carry forward all items which are pending on the Schools Forum Action Summary.

4. Matters Arising

No matters arising.

5. Dedicated Schools Grant – 2015/16 End of Year Financial Position

DSG Outturn

At the year end there was an overspend on high needs pupil of £2.3M caused by out of borough placements. The early years block overspent by £0.2M. The DSG balanced at the end of 2015/16 due to the use of funds set aside from previous years.

Schools' Carry Forwards

Forum were informed that the average percentage balance for Primary Schools is a 7% surplus, Secondary Schools is a 2% deficit and 17% surplus for Special Schools.

Vice-Chair raised the issue of a possible forced academy on schools with deficits. It was confirmed that any deficit balance would either be charged to the contingency or Local Authority

There was concern at the number of schools needing to balance their budget by using their surplus balances.

Mutual Funds

Growth fund has £220K surplus, contingency £727K surplus and non-sickness supply £176K deficit.

Decision:

- Forum agreed to roll forward the mutual fund balances into 2016/17.

6. School Budgets 2016/17 and beyond

Submission of Budget Plans

9 schools with outstanding budget plans.

Of the budget plans received, 7 primary schools are projecting to be in deficit in 2017/18 and these schools will be visited by the LA in the autumn term. This to be a joint visit of finance and Schools Improvement Team colleagues

Future Support

Forum discussed peer review and stressed that this should be targeted at all schools across the board and not just with schools with financial issues.

Discussions around group procurement and shared contracting for schools and the need to consult with Legal for advice.

Nomination/suggestions for the Peer Review System to be obtained during the summer.

Decision:

- Noted current steps in place to support and challenge schools.
- Agree the school budget return date be brought forward to 1 May each year.
- Agree to support the notion that those schools whose budget plans show a deficit in 2017/18, submit a deficit recovery plan to the LA in the autumn term.
- To support the promotion of the Peer Review System.

7. Spending Review of Selected DSG Budgets – CERA

Forum reviewed the Capital Expenditure from Revenue at this meeting. Discussions held around the National Regulations and the DfE's approach regarding contribution to the PFI and BSF Schemes, and how this should be built into the ISB. The funding would then be reclaimed from the school on a like for like basis. Where Lewisham has not done this in the past the Chair feels that with any such changes, there has to be clarity. Agreement that to aid transparency a paper be brought to the Forum.

8. Deferred Admissions Funding

Forum reviewed the October 2015 decision that the Contingency be used to fund schools for the pupils who miss the October and January census by reason of deferred admission.

Forum were informed that no claims on the Deferred Admissions funding have been received and under the proposed changes to the national funding system, it is unlikely that this type of funding allocation would be possible.

Decision:

- Discontinue the Deferred Admissions funding support.

9. Any Other Business

No other business was raised.

Meeting closed.

Date of next meeting:-

6 October 4.30 to 6.30pm

SCHOOLS FORUM ACTION SUMMARY

ITEM	ACTION TO BE TAKEN	OFFICER (S) RESPONSIBLE	OUTCOME/ CURRENT POSITION
Minutes of 19 March 2015	Follow up action re. Rushey Green backdated NNDR bill	Hayden Judd	On-going
Forum Membership March 2016	Hold Elections For PVI Representative	Warwick Tomsett	Pending
Sub Group Membership March 2016	Add Secondary Head to Formula Consultation Task Group	Dave Richards	On hold
Forum Membership March 2016	Establish Early Years Task Group	Warwick Tomsett	Pending