



Minutes of the Schools Forum

4 December 2014

-: Present:-

Schools: Primary Roger Hughes, Adam Morris, Debbie Main

Maintained: Daneian Rees **Academy Secondary:** Sue Foot **Special/PRU** Mike Lock and James Evans, **Early Years:** Jean Cook **Officers:** Richard Williams, DCS, Lisa Finn, Finance Manager, **Governors: Primary** Maurice Codd and Frances Ward

Secondary Academy: Anne Derbyshire, **14-19 Partnership:** Dan Hallam

(Also in attendance: Observers Amanda Haley, Rob Parr and Susan Moses notes)

1. Apologies/Changes to Membership

Apologies were received from Adam Tapp and Clive Star

The Chair asked School Forum to welcome Anne Derbyshire as representative for Secondary Academy Governors.

2. Minutes

The minutes of the School Forum of 16th October 2014 were agreed to be an accurate and true record.

Item 1: Clive Star will be added to the list of attendees at the last meeting

3. Matters Arising

Item 7: Equal Pay (minuted 16/10/14) Director of Children's Services stated that the statement by the Local Authority that earmarked reserve should remain intact until July 2016 still stands.

Brought forward actions:

1. School Forum to continue to monitor the progress on high cost SEN placement budget (LF)

5. Dedicated School Grant Forecast Outturn 14/15 including SEN: School Forum to consider allocation of DSG earmarked reserve to schools following detailed discussions in January 2015(LF)

All other actions noted

4. Standing Item: Monitoring of Projects

The Chair asked the Director of Children's Services to update School Forum on the progress of the jointly funded initiatives with the LA:

CAMHS (£0.5m): A report outlining the developments within the Primary Mental Health Service in schools was circulated to School Forum.

School Forum noted the issues relating to recruitment and special schools not being allocated in the Schools Cluster lists.

The Director of Children's Services informed School Forum that :

- a review of a CAMHS 3/4 tier lead by Steve Margetts to re-shape the service will be set up
- staff are accommodated within Eden Park, PSCA, Torbay School, Torquay Academy with future provision at St Cuthbert Mayne and Chestnut (pending IT issues)
- Thrive training will be offered to all schools on a buy in basis

School Forum recognised the positive support being led by Jackie Olsen (CAMHS).

TESS (£20k matched funded by LA) Positive feedback received back from schools about the two education social workers. Both social workers have now visited all schools in Torbay and have been proactive in giving their advice and support where needed. Schools will also receive Police information from CARA. A TESS handbook will be produced in January 2015.

Primary School Teacher (£20k matched funded by LA) for Virtual School: Teacher currently in post. Review of Virtual School given as a priority by Social Care.

5. Devon Studio Schools accessing TESS and CAMHS

Lisa Finn, Finance Manager, asked School Forum to consider and agree proposals following a request from the Principal at Devon Studio School that they should be able to access services in both TESS and CAMHS.

The Chair asked School Forum for their thoughts and views regarding the proposal and highlighted the rationale behind these initiatives which were funded from the DSG under spend for Torbay pupils from the Oct 12 census. It was noted that joint funded projects will be reviewed; TESS 3 year and CAMHS 5 year programme.

School Forum discussed the capacity of services to provide support to children at the Devon Studio School and recognised that those children were Torbay pupils at the time on the Oct 12 census. It was noted that School Forum continues to encourage the safeguarding of all young people in Torbay.

After consideration School Forum recommended and endorsed that the :

- Devon Studio School should be offered the CAMHS and TESS services at no cost for the length of the programmes which it will be reviewed
- Future decisions on requests from other schools for TESS and CAMHS services should be on a school by school basis

Action

- i) **Devon Studio School to be contact with School Forum's recommendation that they can access services in TESS and CAMHS at no cost (LF)**

6. Fair Funding - Recommendations of the Formula and Resources Group (FAR8) on the estimated increase in the 2015/16 DSG

Rob Parr, Principal Accountant, informed School Forum that following a review of the minimum funding levels by the EFA, Torbay's forecast DSG allocation for 2015/16 is now estimated to increase by approx £1.5m. At the meeting on 16th October 2014 School Forum were requested to identify priority areas on how best to allocate this extra funding and to put forward proposals to the Director of Children's Services.

School Forum noted that any decisions made by the Director of Children's Services would have to be made by early January 2015.

School Forum considered each of the recommendations :-

1. £400,000 for High Needs In-House Provision and Family Thrive (including Autism Enhanced Provision): Members considered the EFA guidelines regarding the spend to save initiatives and using any DSG under spend money differently.

School Forum recommended that further information was needed regarding in-house provision and the Family Thrive programme and endorsed the proposal that a scoping exercise (cost £30,000) be funded from the 2014/15 DSG under spend to employ Debbie Pritchard to scope out the developments.

The Chair asked School Forum to vote on :

Proposal 1: £30,000 Scoping Exercise to analyse the current provision and expectations of a new delivery model be funded from 2014/15 DSG under spend ii) that the future of the recurring funding of the High Needs In-House Provision and Family Thrive programme should be partly funded from the Equal Pay under spend 2014/15 (£300,000 will be funded from the additional 2015/16 DSG money and £100,000 from the Equal Pay Reserve under spend 2014/15 increasing to £200,000 in year 2 and £300,00 in year 3)

Proposal 2: £250,000 for increased in Special Schools Place

Proposal 3: £60,000 for Ethnic Minority Groups and English as an Additional Language

Proposal 4: £40,000 for 3 and 4 year olds in maintained nursery places

Proposal 5: £850,000 Schools Funding Formula – Per Pupil Entitlement using option 2 as the basis for allocation which is the same basis as 14/15 (see item (ii) below)
School Forum recommended that £100,000 from the DSG additional funding 2015/16 should be added to the Schools Funding Formula (making a total of £850,000)

School Forum unanimously voted to the proposals and endorsed the recommendations.

The Director of Children’s Services accepted the recommendations made by School Forum.

ii) The Impact of Minimum Funding Guarantee (MFG) of minus 1.5%

Lisa Finn, Finance Manager, asked that School Forum consider the options for allocating the £850,000 through the PPE. It was noted that there were 10 Primary Schools and 0 Secondary Schools affected by MFG who would not see any increase in their budget through the DSG 2015/16 additional funding.

The options on how this funding is split between Primary and Secondary were discussed.

School Forum endorsed Option 2 of the proposals which states:

“ To maintain the current apportionment between Primary and Secondary”

7. De- delegation and decisions

School Forum were asked to consider the options in the De-Delegation and Centrally retained Decision for 2015/16 and that maintained schools members be asked to vote on each heading on behalf of the schools they represented.

Maurice Codd was not eligible to vote.

Appendix 1: Primary and secondary members voted unanimously in favour of de-delegation of funds to relating to 2015/16:

	FSM £4,000	Insurance £84,000	Facilities/Union Activities £9,000	EAL £9,000	Travellers Education £24,000	Rates Contingency £31,000
Primary	√	√	√	√	√	√
Secondary	√	√	√	√	√	√

Appendix 2: All members voted unanimously in favour of de-delegation of funds centrally retained 2015/16 with the exception of capital expenditure funded from revenue where the £9,000 was no longer required

Significant Pupil Growth	Cockington, Warberry & Torre	£105,000
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Schools Admission Services		£80,000
Servicing the Schools Forum		£28,000
Capital Expenditure from Revenue		£28,000

8. School Budget Returns 2

School Forum noted the findings and conclusions contained in the School Budget Return (SBR2) for maintained schools. Children's Services Finance Team will continue to monitor any maintained primary and special schools showing a surplus balance of more than £8%

9. Standing item: DSG and SEN spending outturn 14/15

School Forum were asked for their views and recommendations that any under spend is carried forward in the DSG earmarked reserve or some or all of it is considered for allocating to all schools in January 2015 at which time the final outturn will be more reliable; £350k of this under spend relates to 2 year olds and Members should consider whether any in-year allocation is distributed to nursery providers.

School Forum Members asked for this decision to be deferred for further discussion at the meeting in January 2015

Action

- i) **School Forum Members to consider their thoughts and views about how the DSG one off under spend should be allocated to schools at the next meeting in January 2015**
- ii) **£40k proposal for additional Virtual School Primary Teacher to be clarified with Virtual School, Chair of Governors (LF)**

10. Further Capital Allocations for Primary School Kitchens

Lisa Finn, Finance Manager, informed School Forum that the Department for Education has launched a bidding round for local authorities to apply for capital funding to support the implementation of UIFSM - some £20million is being made available from funds within the existing UIFSM budget. Local authorities are invited to bid for this capital funding on behalf of their maintained schools, including voluntary aided schools. Currently Torbay has a bid in for Sherwell Valley and White Rock. The outcome of this will be in January 2015.

11. Future Meeting Dates

8th January 2015
5th March
25th June
15th October
3rd December

7th January 2016
3rd March

Action

- i) **Future meetings to be held in Mezzanine Room 3 Tor Hill House (Sue Moses)**