



## **Minutes of the Schools Forum**

**30 June 2011**

**-: Present :-**

Roger Hughes (Chairman)

Iris Butler, Jeanne Cook, Russell Green, Anne Henderson, Colin Kirkman, Caroline Labrum, Councillor Chris Lewis, Maureen Penhaligon, Lisa Redfern and Daneian Rees

**-:Also Present:-**

Lisa Finn (Finance Manager)  
Matt Redwood (Head of Schools Commissioning)

### **457. Apologies/Changes to Membership**

Gill Battye (who was represented by Maureen Penhaligon), Nicola Bridgewater, Sue Foot, Cathy Gilfillan (who was represented by Daneian Rees), Phil Gregory, Mike Lock, Roy Pike, Nicholas Smith

### **458. Minutes**

The Minutes of the meeting of the Schools' Forum held on 9 February 2011 and 4 May 2011 were confirmed as a correct record and signed by the Chairman.

### **459. Matters Arising**

The Head of Schools Commissioning advised the Forum that two primary school schools were to become academies, Eden Park on 1 July and Ilsham later in the term. (Minute 446 refers)

A Forum Member referred to Minute 446.6 and queried whether the Post LIG amount would be distributed to the secondary schools including those that had become academy schools, the Head of Schools Commissioning advised that the amounts distributed within the schools funding formula had been agreed and allocations to schools made subject to this formula in March. They cannot be changed or redistributed.

The Finance Manager also informed the Forum that she would be emailing schools with the DSG allocation which has been based on school census data.

The Chairman advised the Forum that the Formation of an Extended Services Review Group will conduct three meetings, the group will be reviewed. The third

meeting in July will be led by Richard Williams, Executive Lead Transformation, and Russell Green from Preston Primary School has agreed to attend. The Chairman would also like the group to report back at the next meeting of the Forum on the 10 November 2011. (minute no. 454.1)

**460. Summary Report 2011/12 Schools Budget Returns - SBR1 Budget Plan/Statement of Funds**

The Finance Manager advised the forum that the figures for the SBR1 Budget Return should be returned by the end of May. All schools were asked how they would be using the carry forward monies as the total comes to just over £3 million. This figure is fixed and has been reported nationally. Paignton Community College have returned a deficit of just under £600,000.

A Forum Member queried whether the figures were accurate as he had building works at his school and felt that the figures should reflect this.

The Finance Manager highlighted that the statements were as at year end but that schools had the facility to outline if there were particular sums allocated for set reasons. That said this would not affect the overall carry forward position. The School Finance Manager highlighted those columns which showed overall carry forwards plus those schools over the published thresholds, which are primary schools 8% and secondary schools 5%. The Head of Schools Commissioning has written to the Chairs of Governors of Schools that were showing a large budget deficit surplus or deficit to discuss the reasons why.

The Finance Manager explained that the Analysis of Staffing Costs as a Percentage of 2011/12 Allocation tables were purely for information purposes. The figures are shown on the CFR website and have been verified by schools.

The Finance Manager stated that further budget return would be required in October.

**461. Proposed Closure of Chestnut Primary School**

The Head of Schools Commissioning advised the Forum that the Proposed Closure of Chestnut Primary School report is to be presented to Members at Council on 13 July 2011. Chestnut Primary School had a formula allocation of £431,000 which including the pupil premium for 2011/12 together with any carry forwards from the previous financial year created a final school allocation of £520,000.

The balance of 2011/12 funding would be used to fund pupils transferring to other Brixham schools and SEN pupils. The Head of Schools Commissioning explained that receiving Brixham schools would be allocated £2,000 per pupil and that statemented pupils would each receive an additional £5,000 per pupil to aid their transition and integration.

The Head of Schools Commissioning advised the Forum that Chestnut Primary School would be used throughout the summer. There would also be some residual costs associated with maintaining an empty building such as caretaking and security. The future use of the school would be subject to further review.

The closure of the school would save recurrent savings in the region of £135,000.

**462. 2010/11 Dedicated School Grant Underspend**

The Head of Schools Commissioning informed the Forum that the 2010/11 Dedicated School Grant Underspend was £404,000.

The Head of Schools Commissioning outlined a proposal to the Forum to distribute this underspend to Local Authority maintained schools on the basis of eligible Free School Meal numbers. The Forum debated this proposal and supported the proposal and supported that the underspend should be distributed across all Local Authority maintained schools as additional funding within the 2011/12 financial year but outside their formula funding allocation as this was a single year underspend.

**463. Early Years Single Funding Formula**

The Head of Schools Commissioning advised that the Early Years Single Funding Formula was introduced in 2010/11. A working group including representatives from schools and PVI's met to discuss the implementation of the new formula. The group acknowledged the increase of 12.5 to 15 hours. The group did not recommend any changes to the current EYSFF which they felt were fit for purpose.

**464. Job Evaluation Equal Pay Claims**

The Head of Schools Commissioning provided the forum with an update on the Job Evaluation Equal Pay Claims. There were 48 equal pay in schools claims lodged. The final figure of the number of claims and total costs of agreed claims is not yet known.

**465. Schools Financial Value Standard (SFVS)**

The Finance Manager advised the forum that the consultation on Schools Financial Value Standard (SFVS) was replacing FMSiS consultation on which had now closed. The process should make schools challenge their budgetary procedures. Schools were asked to carry out self assessments which should be less cumbersome and time consuming than FMSiS.

**466. Future Meeting Dates**

The Forum agreed the following future meeting dates:

Thursday 10 November 2011