

Schools Forum

Minutes

Tuesday 12 June 2018

Representing	Name	Organisation	Attendance
Primary Schools	5 Members		
Primary Head	Wayne Leeming (WL)	Melcombe Primary School	Present
Primary Head	Kathleen Williams (KW)	Holy Cross RC Primary School	Present
Primary Head	Claire Fletcher	St Paul's CE Primary School	Present
Primary Governor	Daisy Armstrong (DA)	Avonmore Primary School	Present
Primary Governor	Sharon Robinson (SR)	John Betts Primary School	Apologies
Secondary schools	1 Member		
Academies	5 members		
Secondary Non Recoupment Academy Principal	Gary Kynaston (GK)	Hammersmith Academy	Present
Secondary Recoupment Academy Head	Vacancy		
Secondary Recoupment Academy	Vacancy		
Secondary Recoupment Academy (Observer)	Peter Haylock (PH)	Fulham College Trust	Present
Primary Academy	Vacancy		
Maintained Nursery Schools	1 member		
Nursery Head	Michelle Barratt (MB)	Vanessa/Randolph Beresford Early Years Centre School	Present
Nursery Head	Pat Logan (PL)	Bayonne & James Lee	Present
Special Schools	1 member		
Special Schools Head	Francesca Smith (FS)	Jack Tizard	Apologies
Alternative Provision	1 member		
Alternative Provision Rep	Nathan Crawley-Lyons (NCL)	TBAP	Absent
Early Years (PVI)	1 member		
	Jane Gleasure (JG)	Little People	Present
14-19 Representative	1 member		
	Vacant		
School Business Manager	2 observers		
Primary (Maintained)	Giles Finnemore (GF)	Brackenbury Primary School	Present
Secondary (Academy)	Tim Scott (TS)	Fulham College Trust	Present
Trade Union	1 observer		
	Dave Anderson	NUT	Present
Officers in Attendance			
Director of Family Services	Steve Miley (SM)	Family Services	Apologies
Assistant Director Education	Jan Parnell (JP)	Children's Services	Present
Finance Planning Lead	Tony Burton (TB)	HCF Finance Team Education and PSR	Present
	Helen Green	Children's Services	Present
	Gabrielle Nyman	Children's Services	Present
	Kevin Gordon		Present
	Jill Donnelly		Present
	R Burns		Present
	Tim Scott		Present
	A Fennell		Present
ESFA Representative	Kay Goodacre	Education Skills Funding Agency	Present

Observers			
Procurator	Robert Jones (RJ)	The London Oratory School	Present
Clerk	Joycelyn Minors (JM)	Children's Services	Present

DRAFT

1. INTRODUCTIONS & MEMBERSHIP

GK opened meeting and stated the following that needed to be agreed today:

- 18/19 meetings schedule
- Appropriate planning for future funding challenges
- Better understanding around Academy recoupment and budget allocation from ESFA
- Better planning required for SF papers scheduling and earlier in the academic year to allow fuller review and scrutiny of proposals
- ESFA colleagues were welcomed to the meeting who attended as observers

Actions:

- Local Authority officers will propose a draft forward plan for discussion and agreement at the Schools Forum in September 2018. Noted that although dates for two further meetings were provisionally proposed, this may need to change as the timing of DfE publications and budget deadlines are confirmed in the updated guidance expected in July.
- Local Authority Officers committed to working with schools and partners to ensure that budget planning work begins in the Autumn term and to include the development of longer term strategic budget planning.
- Local Authority Officers will liaise with ESFA colleagues around participation in a joint workshop in the Autumn term to assist Academies and Free Schools with a better understanding of post Academy recoupment budget adjustments and allocations.

2. 2017/18 DSG OUTTURN REPORT.

An update was given from the team on the outturn in 17/18. Key overspend on High Needs Block was noted and expected to exceed £6m in 2018/19 financial year.

Further to the report it was noted that under changes to the Central Services Schools Block of the DSG, the LA expects that this element of the DSG will reduce over the coming years. While the pace and extent of the reduction was uncertain the Local Authority would have to consider how significant savings could be made in the medium term. A paper will follow in due course.

The group discussed the report and the tables which illustrated the current position. It was noted that the retained schools reserve information presented to Schools Forum was for Maintained Schools only. It was confirmed that the Local Authority does not consolidate the Academy or Free schools accounts or reserve positions.

The forum considered it would be desirable to have an overall picture of the financial position of all Schools in Hammersmith and Fulham including annual surplus deficits and reserve balances.

Action:

- Academies to send their listed reserves to LA Finance for next meeting.
- Local Authority Officers to request this information from Academies and Free Schools for inclusion in a refreshed presentation.

3. 2018/19 PROVISIONAL DSG ALLOCATION & FORECAST OUTTURN AT 1ST JUNE 2018

The paper outlined the principle changes to the DSG; 4 blocks of dedicated schools grant:

- New central services block,
- Schools Block
- High needs
- Early years.

It was noted that the budget forecast did not include school budget information for 18/19 or budgeted schools surplus or deficits as the information was not available at the time.

Noted that Dedelegated amounts should only be available to (community schools/maintained schools)

Action:

Schools budgeted surplus deficits for 2018/19 will be included in the next DSG monitoring report due to school's forum in late Autumn 2018 (TB)

JP Agreed to make recommendations regarding EY strategy and workstream so that effective strategic planning can take place.

4.

5. HIGH NEEDS BLOCK DISCUSSION

This area was described as the most challenging financial issue and therefore, needs to be managed.

The group discussed this issue.

- Need to consider direction of travel and sustainability.
- The deficit needs to be addressed - how do we solve this problem?
- LA officers are forming a HNB working group to meet with Directors and lead members to discuss options in advance of September SF

6. EARLY YEARS NATIONAL FUNDING FORMULA

Main discussion points from item:

- Key financial principles of the full implementation of the Early Years National Funding formula from April 2019
- Final year of transition/operational guidance ends in March 2019.
- Payment on participation basis from April 2019.
- School Plans need to include:
 - Sufficiency planning and up to date demographics
 - SF to note major challenge to schools across the board
 - Schools need to remodel business models and workforce in preparation for April 2019 change

- Schools to consider extending their offer and wrap around services, opportunities from review of charging policies and maximising take-up of 30 hours offer for 3 and 4-year olds.
- Collaborate on EY Marketing strategy with LA

Action:

- Establish EY workstream with partners July 2018 – JP
- Secure resources within the LA from Public Service Reform, Finance and HR directorates to support development of the EY Strategy and options appraisal
- Schools to outline proposals to Governing bodies in the Autumn 2018 term for managing the transition to EY National Funding Formula.

AOB

- Concern was raised by Schools representatives regarding outstanding and difficult to recover school meals debt from parents.

Action:

- Officers to investigate whether the LA Debt Management process could support schools to improve recovery. TB
- Mandated to use cheques. BACs payments have been requested on many occasions.

Action:

- TB to take forward AOB issues

ESFA were present and met with Academy Representatives after the meeting had concluded.

DATE AND VENUE OF THE NEXT MEETINGS

18 September 2018 - 2pm – Lilla Huset

04 December 2018 – 2pm – Lilla Huset (TO BE CONFIRMED)