

Schools Forum

Minutes

Monday 27 October 2014 at 2pm
at Fulham Cross Girls School

Representing	Name	Organisation	Attendance
Primary Schools	6 Members		
Primary Head	Vacant		
Primary Head	Vacant		
Primary Head	Vacant		
Primary Governor	Vacant		
Primary Governor	Vacant		
T.B.C.			
Secondary schools	1 Member		
Secondary Head	Vacancy		
Academies	5 members		
Secondary Non Recoupment Academy Principal	Gary Kynaston (GK)	Hammersmith Academy	Present
Secondary Recoupment Academy Head	David McFadden (DMcf)	The London Oratory School	Present
Secondary Recoupment Academy	Sally White (SW)	Lady Margaret School	Present
Secondary Recoupment Academy	Bernie Peplow	Fulham College FEDERATION	Present
Primary Academy	Vacancy		
Maintained Nursery Schools	1 member		
Nursery Head	Michael Pettavel (MP)	Randolph Beresford Early Years Centre School	Apologies
	Pat Logan (PL)	Bayonne and James Lee Federation	Present
Special Schools	1 member		
Special Schools Head	Jude Ragan (JR)	Queensmill	Apologies
Alternative Provision	1 member		
Alternative Provision Head	T.B.C.	TBAP	Apologies
Early Years (PVI)	1 member		
	Vacancy		
14-19 Representative	1 member		
	Vacant		
School Business Manager	2 observers		
	Vacancy		
	Vacancy		
Trade Union	1 observer		
	Dennis Charman (DC)	NUT	Present
Officers in Attendance			
Tri Borough Director of Finance & Resources	Dave McNamara (DM)	Tri Borough Children Services	Present
Tri Borough Director of Schools Commissioning	Ian Heggs (IH)	Tri Borough Children Services	Apologies
Tri Borough Assistant	Alison Farmer (AF)	Tri Borough Children Services	Present

Director Special Educational Needs & Vulnerable Children			
3BM Managing Director	Andy Rennison (AR)	3BM	Present
3BM Schools Finance Manager	Remi Oladupo (RO)	3BM	Present
Tri Borough Clerking Service Manager and Clerk to WSF	Owen Rees (OR)	Tri Borough Children Services	Present

1. **ELECTION OF CHAIR AND VICE CHAIR**

The Schools Forum agreed to postpone the election of Vice-Chair until its next meeting.

RESOLVED

That David McFadden be elected as Chair of the Schools Forum for the 2014-15 school year.

2. **MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING**

In relation to Sullivan Primary School, DMC updated, stating that the authority was waiting for the end of the objection period, before confirming its decision.

In relation to the update on the two year-old programme, this would be submitted to the next meeting.

In relation to the introduction of Universal Free School Meals, DMC reported that this had been relatively smooth, with only 2 complaints, and with no capacity issues; this reflected prior investment in school kitchens within the borough.

RESOLVED –

That the minutes of the meeting on the 27th June 2014 be agreed as a true and correct record.

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Michael Pettavel and Jude Ragan, and from Ian Heggs.

4. **HIGH NEEDS BLOCK PRESENTATION**

AR gave a presentation on the ongoing work to reform the High Needs Block, with the aim of introducing a common Tri-Borough approach with an increase in what was referred to in Hammersmith and Fulham as decoupled funding, in particular for those pupils receiving between 10 and 20 hours of support. He noted that there were many similarities between the approaches in the boroughs, with all making use of proxy funding. However, work was

necessary to agree a common rate for teaching and teaching support, and to identify suitable factors to use as proxies, with CAT scores less reliable than had been hoped. He said that High Needs Block Reference Group, which comprised Bernie Peploe, Gary Kynaston, Michael Pettavel, Julie James of Wormholt Park and Leesa Schoonemann of Fulham Primary, would meet in November to consider a more developed proposal, which would then be reported to the Schools Forum in January.

AF noted that whilst work on the revised formula was ongoing, funding for pupils in the 12-20 hours block was through a short-term contingency on a 1 term basis, with requests for funding thereafter referred to the HNB Reference Group for approval.

RESOLVED –

That the presentation be noted.

5. CONFIRMATION OF DIRECT SCHOOLS GRANT 2014-15

AR noted that the Forum was asked to formally note the grant allocated, in line with DfE guidance. In response to questions from Schools Forum members, he said that the allocation was consistent with previous years and with expectations.

Forum members asked how demographic changes within the borough might affect future allocations. AR said that the estimates were made at a very small scale, and that many of the areas of deprivation in the borough would not have changed as fast as areas such as the Riverside; as such, he believed this would have relatively little impact, but would clarify the process used by the DfE for calculation at a future meeting.

DC asked how the ongoing financial pressures on the Council would impact on schools. AR said that, from an outside perspective, the Council had not been as proactive in recharging as it might. He noted that primaries were often more reliant on the bulk purchase of services than secondaries and were thus a key driver.

DMC said that the Council would need to make 50% reductions in certain areas, and this would change what it could deliver. He noted that further academy conversions meant that top-slicing would be further reduced. He said that the authority would be open and transparent, but achieving the necessary reductions would be difficult.

RESOLVED

That the level of Direct Schools Grant allocated for 2014-15 be noted.

6. SCHOOLS FUNDING ARRANGEMENTS FOR 2015-16

AR introduced the report. He drew the forum's attention to page 13 and 14, noting that the Council had always targeted deprivation and had a strong record on passing DfE funding to schools. He drew attention to the arrival of

academies within the formula, and the affect that growth after the first year of operation would have. Further clarity on the impact of this would be available in January.

DMC said that the authority would be making a consultation response which would be circulated with the minutes. The response would make the point that the borough experiencing the growth in pupil numbers was not necessarily the borough in which those pupils lived, but there was no way to reflect this.

The Forum discussed proposals for secondary provision in the borough, noting that post-16 funding was outside the formula.

In relation to page 20, the Tri-Borough High Needs Early Years Reference Group, Pat Logan agreed to represent Hammersmith and Fulham Early Years providers.

Forum Members asked what steps were being taken to ensure that the introduction of universal free school meals did not reduce the percentage of those eligible who registered for free school meals. DMC said that the Tri-Borough had signed an agreement with the operators of the Pan-London admissions arrangements to operate a checking service designed to drive up take-up; this would be in place for the following school year.

RESOLVED –

That the submission of the APT tool be agreed.

7. MEMBERSHIP OF THE SCHOOLS FORUM

AR presented a report outlining the impact of recent Government guidance and the alteration of the pupil base on the membership of the Schools Forum.

After discussion, the Forum agreed that there should be 6 places for maintained schools and 5 for mainstream academies, with one of those places taken by an academy chain with primary school provision, and the academies representatives present suggested approaching the West London Free School chain. The Forum also agreed to invite the School Business Managers Forum to appoint two representatives, one each from the secondary and primary sectors.

It was noted that an election for primary school governors would be held, and that DMC would consult with the Council's Early Years officers, and seek to identify a suitable organisation to nominate an Early Years (PVI) representative.

The Schools Forum agreed to continue to invite the trade unions to appoint a representative.

RESOLVED

- (a) That the revised membership as presented in the table above, be agreed, and that;
- (b) Officers make arrangements to recruit to the vacancies shown.

8. **DIRECTOR' REPORT**

DM reported verbally on the following matters

Full-time Nursery Places

DM confirmed that there would be no change to funding through 2015-16.

School Meals Procurement

DM said that a separate secondary lot was to be offered, which allowed a different pitch. He noted that the market had matured, with greater specialisation, than at the time of the last procurement. Schools Forum Members asked if schools were happy to be the contracting authority. DM said that while there was some nervousness, he believed that schools would take this role on, noting that contract management would remain with the Council and that invoicing practices would be the major change.

HMRC

DM noted that HMRC had looked at the tax affairs of schools in Westminster. He noted that this had been an issue in Hammersmith and Fulham schools some time previously, and reminded all that a toolkit was available.

Health & Safety

DM said that this would be an area of increased focus, with information to be sent out in the circular, with schools to be asked to demonstrate their compliance as employers.

Schools Forum Members noted the revised advice in relation to salbutamol inhalers, and asked if the local authority could provide any clarification; DM said that he would check this.

Meeting started: 2.00 pm
Meeting ended: 3.16 pm

Chairman

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