

# Schools Forum

## Minutes

Monday 16 March 2015

Representing	Name	Organisation	Attendance
<b>Primary Schools</b>	<b>5 Members</b>		
Primary Head	Claire Fletcher (CF)	St Paul's CE Primary School	Present
Primary Head	Wayne Leeming (WL)	Melcombe Primary School	Present
Primary Head	Vacant		
Primary Governor	Daisy Donovan (DD)	Avonmore Primary School	Present
Primary Governor	Sharon Robinson (SR)	John Betts Primary School	Present
<b>Secondary schools</b>	<b>1 Member</b>		
Secondary Head	Alan Streeter (AS)	Phoenix High School	Present
<b>Academies</b>	<b>5 members</b>		
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	Apologies
Secondary Recoupment Academy	Bernie Peploe (BP)	Fulham College Trust	Apologies
Secondary Recoupment Academy (Observer)	Peter Haylock (PH)	Fulham College Trust	Present
Primary Academy	Elissa Douglas	Lena Gardens Primary School	Apologies
<b>Maintained Nursery Schools</b>	<b>1 member</b>		
Nursery Head	Michael Pettavel (MP)	Randolph Beresford Early Years Centre School	Present
<b>Special Schools</b>	<b>1 member</b>		
Special Schools Head	Jude Ragan (JR)	Queensmill	Apologies
<b>Alternative Provision</b>	<b>1 member</b>		
Alternative Provision Rep	Nathan Crawley-Lyons (NCL)	TBAP	Present
<b>Early Years (PVI)</b>	<b>1 member</b>		
	Vacancy		
<b>14-19 Representative</b>	<b>1 member</b>		
	Vacant		
<b>School Business Manager</b>	<b>2 observers</b>		
Primary (Maintained)	Caroline Collins (CC)	Miles Coverdale Primary School	Present
Secondary (Academy)	Tim Scott (TS)	Fulham College Trust	Present
<b>Trade Union</b>	<b>1 observer</b>		
	Dennis Charman (DC)	NUT	Present
<b>Officers in Attendance</b>			
Tri Borough Director of Finance & Resources	Dave McNamara (DM)	Tri Borough Children's Services	Apologies
Tri Borough Head of Resources	Andrew Tagg (AT)	Tri Borough Children's Services	Present
Tri Borough Director of	Ian Heggs (IH)	Tri Borough Children's Services	Apologies

Schools Commissioning			
Tri Borough Assistant Director Special Educational Needs & Vulnerable Children	Alison Farmer (AF)	Tri Borough Children's Services	Present
3BM Managing Director	Andy Rennison (AR)	3BM	Present
3BM Schools Finance Director	Remi Oladupo (RO)	3BM	Present
Clerking Service Manager and Clerk to Schools Forum	Owen Rees (OR)	Tri Borough Children's Services	Present

## 1. **APOLOGIES FOR ABSENCE**

There were apologies from Elissa Douglas, Ian Heggs, Dave McNamara and Sally Whyte.

## 2. **MINUTES OF THE MEETING OF THE SCHOOLS FORUM ON 19TH JANUARY 2015**

That the minutes of the meeting of the Schools Forum on 19th January 2015 be agreed as a true and correct record.

## 3. **MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING**

The clerk agreed to circulate the details of savings as requested.

## 4. **DRAFT SCHOOLS ORGANISATION STRATEGY**

AW presented the report, which he emphasised was a draft document. He said that the logic of the report was to set out projected demand, and then to set out what the local authority's plans were for delivering provision to match that projection. He said that the key chart was on page 14-15. He said that the key conclusion was that the borough had enough Primary Places for ten years, but a more immediate need for Secondary from 2019. He said that also key was page 40, which showed the regeneration proposals which are out to consultation. He said that the level of development means a rise in the number of school places. He said he had worked with 3BM, and that the local authority can deliver initial growth through expansion, but then new schools will be required.

SR asked how accurate population predictions were. AW said that they were updated yearly. The local authority purchases statistical data from the GLA to ensure that a high quality data set was used. However, the LA had also added an analysis of admissions in this year, including the impact of the independent sector on demand for places. AR said that the local authority did more detailed work on population historically; the predictions were generally accurate, but unplanned changes such as the recent benefit reforms had unanticipated impacts.

TS asked if there is a possibility of assessing by gender. AR and AW said that the demand was gender neutral.

The Chair asked who initiated this work. AW said that it was no longer statutory for a local authority to undertake it but , but was good practice.

The Chair suggested that demand was geographically specific. AW confirmed this, stating that detailed plans would be brought forward on the basis of local demand.

AS asked whether the type of accommodation was assessed when setting demand. AW said that an analysis was done once a breakdown within a regeneration scheme was known. AS said that he was concerned about the proposal for a free school in 2016 in Shepherds Bush, given current roll levels. AW said that it would be a new school from 2017, but the lead in time to 2019 required planning to begin now.

JR noted the reference to a high need nursery autism provision. She said that this should be delivered at Queensmill, though she noted there was a need for more middle need provision in the borough. AF agreed with this.

DC asked whether the Fulham Boys School was going to be in the borough and would it make a difference in terms of schools organisation. AR said that additional funding will come from DfE, there would be the potential for an increase in forecast demand if they relocated out of borough.

GK noted the reference to PAN at Hammersmith Academy, which should be the same as WLFS. He also noted that Fulham Boys was at 180, while he understood the PAN to be 120. He noted that there was a potential impact from EFA agreed expansion in other boroughs affecting intake in schools in Hammersmith and Fulham. He said that there needed more coordination in that area.

AW said that this was a good point, and that the borough was trying to do more coordinated work with other boroughs. He said that all documents produced by the local authority and other local authorities were shared with the EFA to inform it's decisions. AR said that Brent and other outer London Boroughs had serious issues with the growth required to meet the demand needed.

GK noted that more benefits capping could make a difference to the numbers in school in the borough, and on its immediate neighbours. AR noted that 45% of the displacement was in the South, with a direct link to the proportion of families in private rented accommodation.

MP said that, at his school in the north of the borough, he was starting to see much greater mobility. He asked how much this mobility would take into account. AW said that the borough was still short of hard data to identify a precise effect. He confirmed, however, that the impact is greater in the private rented sector.

## **RESOLVED**

That the report be noted.

### **5. DSG SCHOOL BUDGET UPDATE**

AR introduced the report. He said that the content had largely been discussed at the previous meeting. He reported that the issue about the cost of academies and free school expansion had been notified to the EFA, and the EFA had advised the Council to resubmit their return with a view to funding the growth.

AR confirmed that there had been no further funding in relation to SEN from the EFA. He said that work was ongoing on releasing more funding, but the EFA will require more consultation before reaching a decision. AF said that there would need to be consultation after the general election to support the change. AF and AR noted that some Councils were seeking a redistribution away from London, as would be expected, but there was no urgent change.

AR said that the High Needs Block was £1million short of meeting its commitments, and this would be funded from the balances. He said that further work would be done on strategies to contain expenditure growth in this area.

DC noted that on page 63 the budget for nursery schools and PVI were roughly equal, though nursery schools were funded higher, with higher expectations. He asked for the number of children in each. AR agreed to circulate the details with the minutes.

GK asked for confirmation, in Appendix 3, that the differences in the High Needs Block reflect the children in schools. AR said that the variations reflected the individuals in school rather than any change in formula.

AR noted the Pupil Premium figures. MP noted that the EY Pupil Premium was substantially lower than the school age figure

AR outlined the schools who had reduced budgets. He said that the big changes reflected changes in roll, or removal of an element in provision (i.e. nursery closed)

WL asked what would happen to these schools. AR said that a small fund was available for schools with turbulent rolls, and the local authority was working with Sullivan, for example, in relation to this. He said that there had been static rolls in the borough for some time, and there needed to be some additional flexibility to deal with an increase in volatility. A proposal would come back on this to the Forum.

## **RESOLVED**

That the 2015-16 budget be agreed.

## **6. FUNDING FOR TWO-YEAR OLD GROWTH**

AT outlined the contents of the report. He said that it contained 3 proposals to identify additional children. He had feedback from the Westminster Forum that the additional investment in technology with a view to attracting increased take up were considered unsuitable given the target group.

MP noted that the Childcare Taskforce would be releasing findings next month, so the Forum may wish to take those into account.

### **RESOLVED**

To apply £175k of DSG brought forward in 2015/16 to improving engagement of disadvantaged families with children who qualify for the two year old programme.

## **7. USE OF DEBIT CARDS IN SCHOOLS**

CC had submitted the time on behalf of School Business Managers. She said that they were finding it increasingly difficult to get good value for money on purchases without using online shopping. She therefore requested the Forum's support in seeking an amendment to the school financial regulations to allow the use of debit cards in school.

AR said that the school financial regulations prevent this, and that a clear system needed to be put forward if this was to be amended. AT said that he had consulted with the Director, and that will agree to bring a scheme back to the next meeting.

GK and TS confirmed that academies made use of debit cards for purchasing; Fulham Cross was willing to share their procedure with the Forum.

## **8. AMENDMENT TO SCHOOL MEAL INVOICING PROCESS**

The Forum noted the item for information.

## **9. HIGH NEEDS BUDGET UPDATE**

AF said that the local authority had adopted an approach to funding on contingency. The report asked for further approval of these measures. It also outlined proposals to differentiate for Early Years providers. 3 provisions in each borough, Up to 3 opportunities for block contingency. 3 providers of enhanced offer based on RBKC.

AR noted the local authority had tried to put funding in the nursery phase historically, and this needed to be considered when agreeing funding for that phase. AT said that there was a need to do work in this area, as creating new money is difficult given the pressures on the budget. It was agreed to bring

forward established criteria to the next Forum. AR would contribute to the assessment.

MP said that the proposal was a good idea, but there are questions in a wider context, which was under 3's, historic levels of SEN within settings and children on roll. AF acknowledged that work needed to be done to find a suitable formula. MP suggested that it was essential for money to follow children, and that it was good to do EHCP's early. As there was a risk that 2 year old funding could be subject to clawback if not spent, this could usefully be used to fund early intervention, supplementing the contingency agreed. AF and AT agreed to consider this and report back.

## **RESOLVED**

- (i) To agree the approach to Short Term Contingency funding for Early Years settings, which builds on and develops the existing arrangements for contingency funding, and;
- (ii) To agree continuation of current arrangements for High Needs Top-Up Funding arrangements for children with a Statement of SEN/EHCP in the Early Years Sector over the financial year 2015/16, and;
- (iii) To agree an approach for Block Request (3 applications per academic year up to a maximum of 40k per request) for Early Years Sector over the financial year 2015/2016

## **10. ANY OTHER BUSINESS**


GK noted that there were widespread issues of staff retention in the borough. The Forum welcomed the announcement of key worker housing in the borough. It requested an item on teacher retention at its next meeting. GK suggested that parking permits could be looked at in this regard. AT agreed to report back on this issue, and on wider measures being taken by the local authority.

## **11. DATE AND TIME OF NEXT MEETING**

2pm on Monday 15<sup>th</sup> June 2015 at Queensmill School.

Meeting started: 2pm  
Meeting ended: 3.20pm

Chairman .....

Contact officer: Owen Rees  
Committee Co-ordinator  
Governance and Scrutiny  
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E-mail: