

**Minutes of the meeting held on Wednesday 19th March 2014**

**Wellington Suite, Tollbar Conference Centre**

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| Present: | David Hampson (DH) (Chair) | Councillor Ian Lindley (IL) |
|  | Gillian Kendall(GKe)  | Sue Middlehurst (SM) |
|  | Chris Penszor (CP) | David Kirven (DK) |
|  | Jane Aukett (JA) | Alex Allenby (AAl) |
|  | Lesley Collins (LC) | Jean Mason (Observer) |
|  | Ann Addison (AA)Elizabeth Shaw (ES) | Kim Stevens (Minutes) |
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| Apologies:  | George Krawiec (GKr), Trevor Wray (TW), Karl Gabbitas (KG),Catherine Standley(CS), Paul Cordy (PC), Nigel Woodworth (NW), Anne Munro (AM), Simon Overal (SO), Kim Leach (KL) |  |

|  |  | **Action** |
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| **2/14****3/14****4/14****5/14****6/14****7/14****8/14****9/14** | **MINUTES AND MATTERS ARISING**The minutes of the meeting held on the 10th December 2014 were received and proposed as an accurate record by JA and seconded by LC.**Agenda item 36/13 SEN Working Party Update**High Needs Block Funding – banding values had previously been agreed by the SEN Working Party and banding values adjusted after negotiation to ensure finance affordability. In February a new banding criteria had been introduced without any consultation to the Forum or specialist partners. Therefore the following resolution was proposed In light of the High Needs Banding criteria changes made (without consultation to the Forum or any specialist provider) and the subsequent moderation of Pupil Banding, the Forum is extremely concerned that the SEN High Needs Budget will be significantly underspent and that providers will be in financial deficit. This will have a deleterious impact on the needs of our most vulnerable pupils. The Forum urgently request that a meeting be arranged between the SEN Working Party and appropriate officers from the Authority. GKe proposed to take this forward.This was seconded by ES.Members agreed unanimously to take this forward.**The Chair requested that future papers be numbered accordingly.** **Fairer Funding Formula for Schools**The final model was submitted to the EFA on the 20th January 2014 in accordance with the Schools Funding Formula Working group and Schools Forum. As only one member of the Working Party had been able to attend a planned meeting DK rang to discuss with other members. There were a number of late adjustments which DK brought to the Forums attention. DK to bring a paper back to the Forum in September which deals with contingency.**Recommendation**That Schools Forum confirm support for the final adjustments made.GKe proposed to take this forwardThis was seconded by CPMembers agreed unanimously to take this forward **DSG 2014 – 15 Financial Settlement**This paper provided school forum members with an initial update of the 2014-15 financial settlement in respect of the Dedicated Schools Grant (DSG) which was published by central government on the 18th December 2013.**Recommendation**That members note the contents of the report.**Consultation on Procedures****Growth in PAN**The purpose of this paper is to recommend, subject to any comments Schools Forum may have, a refined procedure to be adopted in accessing additional funding where the Local Authority requests a maintained or academy primary or secondary school to increase its PAN and this results in additional pupil numbers over and above those funded at the previous count. This procedure is being submitted following an undertaking at the meeting on the 9th January 2013 that it would be reviewed and further endorsed by the Forum.**Criteria to be met**In order for the contingency to be accessed it is proposed that the following four criteria are met:1. The increase in PAN must have been requested by the Local Authority as part of its strategic place planning role.
2. The increase in pupil numbers must materialise and must take pupil numbers in excess of those funded at the previous October count.
3. Where the increase in pupil numbers is 5 or less then no adjustment will be made.
4. In agreeing to fund any increase in pupil numbers then for clarity the first 5 pupils will be deemed to be funded by the school and will be excluded from the calculation for re-imbursement.

**Recommendation**That the Schools Forum approve the above procedure in respect of the eligibility criteria to access this new growth fund.Also recommend that given this is a new procedure that a review is carried out after a further 12 months.JA proposed to take this forwardThis was seconded by GKeMembers agreed unanimously to take this forward **Falling Rolls Fund** The purpose of this paper is to recommend, subject to any comments Schools Forum may have, a procedure to be adopted in accessing additional funding where the school is experiencing falling rolls but where local planning data shows the surplus places will be required in the near future.**Criteria to be met**In order for the contingency fund to be accessed then it is proposed that the following five criteria are met:1. The school must have been judged Good or Outstanding at their last Ofsted inspection. NOTE this is a mandatory requirement, the fund is not there to support unpopular or failing schools.
2. Pupil numbers must have fallen by 15% in primary schools and 25% in secondary schools in the last 3 years.
3. Local planning data held by the Council shows that the surplus places are expected to rise within the next 3 years by at least the average of the previous 3 years.
4. Formula funding available to the school will not support the provision of an appropriate curriculum for the existing cohort.
5. The school will need to make redundancies in order to contain spending within its formula budget.

**Recommendation**That the Schools Forum approve the above procedure in respect of the eligibility criteria to access the falling rolls fund.Also recommend that given this is a new procedure that a review is carried out after 12 months.AA proposed to take this forwardThis was seconded by GKeMembers agreed unanimously to take this forward **Early Years Update**The purpose of this paper is to advise Schools Forum 1. Of the hourly rates to be used for early years education for the 2014-15 financial year
2. Request that the unspent trajectory funding from the 2013 -14 settlement that was received in respect of the two year old free early years education initiative and the 2014-15 trajectory allocation be available to use as capital spend to support an increase in capacity to achieve the 40% target.

**Recommendation**That the Schools Forum note the 2014 – 15 hourly rates to be paid for early year providers. LC proposed to take this forwardThis was seconded by CPThere was 1 abstentionThat 60% of the unspent trajectory funding for 2013 -14 and that allocated for 2014-15 be used to assist with increasing capacity to support the increase from 20% to 40% of eligible families to free 2 year old funding. The conversion to capital would be capped at a maximum of £400k. JA proposed to take this forwardThis was seconded by CPThere was 1 abstention**Any Other Business****DFE Consultation Document – National Funding Formula**DK advised that the consultation document in respect of the above had been issued. He explained the implications and particularly the potential impact of the minimum values contained in the document. Members were encouraged to read and comment. **2014 - 15 Maintained Schools Superannuation Employer Rates**DK advised that the new rate for 2014-15 was 23.3%**Date and time of next meeting**Wednesday 25th  June, 1.00 – 3.00Wellington Suite, Tollbar Conference Centre | **KS** |