

Schools Forum

Thursday 28 September 2023

Minutes

- Minutes and actions from 28 September 2023

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WARWICKSHIRE SCHOOLS FORUM

Voting and Actions of the meeting held on 28th September 2023

Microsoft Teams meeting 14:00 – 16:00 pm

SCHOOL FORUM MEMBERS

Alison Ramsay	Nicholas Chamberlaine School (Academy)
Andy Mason	Stratford Upon Avon School (Academy)
Carrie Clare	Park Lane Primary & Race Leys Junior (Academy)
Claire Jeffs-Watts	Bridgetown Primary School ((Maintained)
Mary Anne Burrows	PVI - Burrow Nursery
Michael Cowland	The Diocese of Coventry Multi Academy Trust
Nick Evans	Evergreen School (Special Maintained)
Philip Johnson	Whitestone Infant School (Maintained Governor)
Rebecca Harrison	Park Hill Thorns Federation (Maintained)
Ricky Emms	The Priors School (Academy)
Siobhan Roberson	Harris Church of England School (Academy)
Sybil Hanson	Coventry Church of England Diocese Representative

OFFICERS/OBSERVERS

Brian Smith	Education, Children and Families Technical Specialist
Councillor Kam Kaur	Portfolio Holder for Education
Johnny Kyriacou	Director of Education
Purnima Sherwood	Service Manager for Finance
Ross Caws	Lead Commissioner - Strategy and Commissioning
Stephanie Phillips	Senior Accountant (Team Lead) - Children & Education

1. Apologies (Issues with Starting the recording, Agenda Item missing off the recording)

Please note: the start and the end time is the recording time of the meeting.

Apologies were received from the following members and officers:

Alison Davies	The Avon Valley School & Performing Arts College
Amy Woodward	North Leamington School (Academy)
Andrew Felton	Assistant Director - Finance
Aveninder Kaur	Representative from a Teacher's Union
Blake Francis	The Avon Valley School & Performing Arts College
Dalbir Kaur	Accountant, Children & Education - Clerk to Schools Forum
Jane Burrows	Myton School (Academy)
Jane Carter	Education Delivery Lead
Joss Andrew	Dunchurch Schools' Federation
Mandy Latham	Early Years Entitlement, Sufficiency and Business Lead Commissioner
Nicci Burton	Atherstone and Bedworth Heath Nursery School (Maintained)
Paul Gillet	Representative from a Teacher's Union
Paul Hosted	The Warwickshire Academy
Peter Husband	16-19 Partnership Sector

Sophie Thompson School Improvement Networks Lead Officer

The following members did not attend and did not give their apologies:

Catherine Crisp	Hillmorton Primary School Rugby (Maintained)
Rose Gunn	Arden Forest Infant School (Maintained)
Sarah Bromley	PVI - Castle Nursery

2. Voting and Actions from the Last Meeting (Chair) (Started 0:0:16, Ended 0:3:38)

Agreed as a true record

No Actions

Matter arising from the June 2023 meeting – It was asked, about the level of decision-making power of the Schools Forum and the options for the schools forum on the papers presented.

Purnima Sherwood - WCC officers scrutinised the schools forum operational guidance, powers and responsibilities document and other LA's schools forum papers.

I can confirm that what we present to schools forum is absolutely complying with the guidance and what is expected from LA.

It is for the local authority to present a proposal and for the schools forum members to scrutinise and challenge that proposal, which we absolutely value and want you to do and then to make a decision.

So much has changed over the last few years when it comes to schools forum responsibilities, especially in relation to the national funding formula. WCC is following the hard national funding formula to the law. There are not any other options. However, to manage the expectations a little bit, WCC officers will do a better job of explaining why we have presented what we are presenting.

Philip Johnson - Encouraged everybody to have a look at the document (Schools Operational Guide 2024-25) that was sent to members a week ago.

3. Introduction from Director of Education (Johnny Kyriacou) (Started 0:3:41, Ended 0:5:53)

We very much want to ensure that we're working with all our schools, academies, maintained schools. We want to work as partners for the good of our children and to give them better life chances and overcome the barriers that they have.

Matters for decision:

4. De-delegation 2023-24 (Brian Smith) (Started 0:6:24, Ended 0:11:50)

Recommendation:

Voting:

1. The representatives of maintained primary schools on the schools Forum are asked to decide whether to support the continued de-delegation of the following services in 2024-25:

- Free School Meal Eligibility – 3 voted in favour
- English as an Additional Language – 3 voted in favour

- Trade Union Facility Time Funding – 3 voted in favour
- School Improvement – 3 voted in favour
- Gypsy and Romany Travellers – 3 voted in favour
- Behaviour Support Services – 3 voted in favour
- Medical Referrals for Employees – 3 voted in favour

2. The representative of the maintained secondary school on the Schools Forum is asked to decide whether to support the continued de-delegation of the following services in 2024-25:

- Free School Meal eligibility
- English as an additional language
- Trade Union facility time funding
- School Improvement

The representative from the one maintained secondary school agreed to support de-delegation in 2024-25 for all four services. Voted by email.

No Actions

Matters for Information/Comment

5. DSG 2023-24 Monitoring Report (Brian Smith) (Started 0:11:57, Ended 0:20:16)

Recommendations:

Schools Forum is recommended to:

- Note the DSG forecast financial outturn position for 2023/24, as at Period 4
- Note the forecasted outturn position of the DSG reserve for 2023/24, as at Period 4

No Actions

6. 2024-25 National Funding Timetable (Brian Smith) (Started 0:20:22, Ended 0:26:29)

Recommendations:

Schools Forum is asked to:

- Note the timetable for agreeing allocations for DSG funded services for 2024-25 as set out in Appendix A

No Actions

7. Estimated Schools Budget 2024-25 (Stephanie Phillips) (Started 0:26:35, Ended 0:29:24)

Recommendations:

- Inform Schools Forum of the Estimated Schools Block DSG Allocation for 2024-25 and how it will be allocated to schools using the 'hard' National Funding Formula (NFF).
- Note that the proposed budgets and figures within this report are an estimate and currently based on current year pupil data.

No Actions

8. Consultation on Schools Advance Process (Stephanie Phillips) (Started 0:29:43, Ended 0:32:58)

Recommendations:

- To inform Schools Forum about a consultation that will be going out to Maintained Schools in October 2023. The consultation will collate the view of Maintained schools in regard to a proposal to change the current Monthly Advance payment process of the Schools DSG budget to a quarterly in Advance Process.

No Actions

9. Early Years Sufficiency Inc 30 hours (Mandy Latham) (Started 0:33:5, Ended 0:37:25)

Recommendations:

Schools Forum is asked to:

- Note Early Years & Childcare Update – Early Education Entitlements and New Entitlements

Action: Stephanie Phillips to invite Mary Anne Burrows to the EY Working group meeting and take a paper in January regarding the new EY rates.

10. Academy Update (Stephanie Phillips) (Started 0:37:27, Ended 0:38:22)

Recommendations:

Schools Forum is asked to:

- Note the number of maintained schools, academy schools and new conversions.

No Actions

11. SEND Funding (Ross Caws) (Started 0:38:24, Ended 0:50:48)

Recommendations:

Schools Forum is asked to:

- Note the Audit & Standards Committee paper on the growth in SEND provision and expenditure.

Action: Widen the November SF meeting to look at SEND and better value as well as the 0.5% disapplication.

12. Forward Plan (Stephanie Phillips) (Started 0:50:49, Ended 0:52:60)

The next Schools Forum meeting is on 16th November (TBC) via Teams.

Members can contact Dalbir to add an item on to the forward plan.

13. Chair's Business (Phil Johnson) (Started 0:52:16, Ended 0:53:50)

Phil Johnson: Gave thanks to Alison Davis, Josh Andrews and Paul Gillette for their service to the Schools Forum over the last few years and extend a welcome to Blake Francis in his absence. Thanked everyone for attending and to the officers for the comprehensive reports and presentations.

Note: All voting took place via Hands up function on teams.

Meeting concludes at 15:13 and recording stopped after item 13.

Next Meeting on Thursday 16th November 2022, 2:00pm to 4:00 pm. (TBC)

If you would like to listen to the full meeting, please click [here](#)

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