

Membership

Membership with differentiated voting rights ~ Total Membership of 25, of whom 21 are entitled to vote on funding formula issues										
Sector Representation (21)	Appointed by the Council following election by:	Member	Dates and Attendance							Tenure Ends
			22 March 2016	28 June 2016	4 October 2016	6 Dec 2016				
Maintained Nursery School Senior Staff (1)	Primary Headteachers Group	Jane Wilkie (JW)	P	P						Jan 2020
Special School Staff (1)	Special School Headteachers Group	Mike Frost (MF)	P	S						Jan 2020
Special School Governor (1)	Governors Forum	Mike Evans (ME)	P	P						Jan 2020
PRU (1)	PRU Management Board	Karen Thomson (KT)	A	S						Jan 2020
Academy (4)	Academy Schools	Gwyn Williams (GW)	P	P						Jan 2020
		Tim Long (TL)	A	P						Jan 2020
		Ben Dunne (BD)	S	A						Jan 2020
		Andrew Bent (ABe)	P	A						Jan 2020
Maintained Primary School Sector (9)	WAPH (5)	Andrew Redman (AR)	A	P						Jan 2020
		Chris Metcalfe (CM)	X	P						Jan 2020
		Gary Cunningham (GC)	P	A						Jan 2020
		Nick Toyne (NT)	A	A						Jan 2020
		Lyndsey Glass (LG)	P	P						Jan 2020
	Governors Forum (4)	Stuart Munslow (SM)	P	P						Jan 2020
		David Hart (DH)	P	P						Jan 2020
		Janet Lazarus (JL)	P	P						Jan 2020
		Peter Ashurst (PA)	P	P						Jan 2020
Maintained Secondary School Sector (3)	WASCL (2)	Bev Scott-Herron (BSH)	P	P						Jan 2020
		Vacancy	-	-						Jan 2020
	Governors Forum (1)	Rebecca Knowles (RK)	X	X						Jan 2020
Private Voluntary and Independent Providers (1)	PVI Providers Forum	Ginny Taylor (GT)	P	A						Jan 2020

Representing	Member	22 March 2016	28 June 2016	4 October 2016	6 Dec 2016										Tenure Ends
<u>Non-Schools Members (4)</u>															
Anglican Diocese (1)	Jacqui Wightman (JW)	P	P												Jan 2020
Roman Catholic Diocese (1)	Tim Warren (TW)	P	X												Jan 2020
16-19 Institutions (1)	Gail Stonier (GS)	S	X												Jan 2020
Parent Governor (1)	TBC	-	-												Jan 2020
Independent Chair	Maureen Banner (MB)	P	P												Jan 2020
Representing															
<u>Warrington Borough Council</u>															
Interim Operational Director of Universal Services	Hilary Smith (HS)	P	P												
Head of Service Learning and Achievement 0-11	Lisa Morgan (LM)	-	P												
Chief Finance Officer	James Campbell (JC)	P	P												
	Garry Bradbury (GB)	P	P												
Executive Member for Children and Young People's Services	Cllr Jean Carter (CllrJC)	A	P												

Key

P ~ Present

A ~ Apologies

X ~ Absent with no apologies

S ~ Substitute

- ~ Vacancy

O ~ Observer

Non-School Member Representing Trades Unions

Apologies from Shaun Everett – NUT

Substitutes:

Jenny Appleton (on behalf of Karen Thomson)

Paul King (on behalf of Mike Frost)

Observers:

None

Presenting an Item:

Dave Roberts

Minutes:

Gill Sykes

Warrington Schools Forum

Minutes

Tuesday 28 June 2016

5.15 – 7.00 pm

Conference Room 1 Floor New Town House

	<i>Item</i>	Action
1	<p>Apologies and Welcome</p> <p>The chairperson welcomed all to the meeting. Apologies were received from Ginny Taylor, Shaun Everett, Ben Dunne, Andrew Bent, Karen Thomson, Mike Frost, Nick Toyne and Gary Cunningham.</p>	
2	<p>Minutes From the Previous Meeting and Matters Arising</p> <p>The minutes were accepted as a true record with one amendment to the meeting schedule – the next meeting is 4 October 2016. There were no matters arising.</p>	
3	<p>Admissions Appeals</p> <p>Returned to Schools Forum with information around a banding structure based on planned admissions numbers and forms of entry to schools. The new structure proposes a charge of £188.03 per form of entry to schools. <i>This revised version of the proposal was agreed.</i></p>	
4	<p>Traded Services/SLA Update</p> <p>Dave Roberts presented his report on the annual revenue analysis of maintained school SLA buybacks.</p> <p>Comments included:</p> <ul style="list-style-type: none"> • JW queried the Health & Safety service for schools, and DR informed that it looks at the statutory and non-statutory range of H&S provision. • SM mentioned inflation being built in at the beginning of the three year SLA period or whether it could be staggered over the three years. • ME queried whether a school could be released from the three year contract if they found they could not afford the SLA. Response: at this point the local authority would act responsibly and a discussion would take place about the cost implications on both sides. • CM queried Education Safeguarding and the School Improvement Alliance Group. Response: As a consequence of the White Paper the LA responsibilities are changing and discussions with schools are due to start around the possibility of schools hosting some of the services. HS referred to the event due to take place on 14/07/16 where headteachers are invited to explore the LA school support services. 	

	<p>It is recommended that Schools Forum:</p> <ul style="list-style-type: none"> (i) Note the progress made in stabilising, and in some cases, growing the revenue generated from SLAs with schools whilst recognising that the LA are now operating a more competitive market. NOTED (ii) Notes the benefits generated by the implementation and use of SLA Online and the mandated use of SLA Online for all council services traded with schools. NOTED (iii) Note the move to three year contracts for school services from 2017/18. NOTED 	
5	<p>Evolving ‘paid for’ service provision</p> <p>Dave Roberts presented a report to provide some initial options for evolving the trading relationship with schools and partnering with the council to deliver financially sustainable services which meet the needs of all Warrington schools.</p> <p>It is recommended that Schools Forum:</p> <ul style="list-style-type: none"> (i) Note the council’s intention to develop a commercial approach to ‘paid for’ services. NOTED (ii) Support consultation with schools and provide feedback to the approach, plus any amendments, additions or alternatives. NOTED (iii) Promote the use, where possible, of system based resources to deliver support and improvement to Warrington schools. NOTED <p>The recommendations were agreed and it was noted that key discussions will take place at the WIH Conference on 14 July 2016.</p>	
6	<p>National Funding Formula Consultation Update</p> <p>As a result of the EU Referendum, there is currently nothing to report. School budgets are moving towards a national formula mandatory to individual school budgets, but the work plan is currently postponed.</p>	
7	<p>Warrington Education Board and Inclusion Hub Priorities Update</p> <p>HS presented a report to provide details of the current status of the priority projects identified by WEB/WIH. Discussion took place around the format of the WEB in view of the White Paper, and in the short term we carry on as we are and review the WEB as more MATs are established.</p> <p>It is recommended that Schools Forum:</p> <ul style="list-style-type: none"> (i) Note the contents of the report and the position on the priority projects supported by financial resources agreed by Schools Forum. NOTED (ii) Request a further report on progress once all projects have been delivered. NOTED 	
8	<p>DSG Outturn Position</p> <p>GB presented a report to notify Schools Forum of the confirmed outturn position for the retained Dedicated Schools Grant (DSG) budgets for 2015-16. This includes whole-school activities and central education functions, but excludes individual school balances, which are reported on separately in Item 9.</p> <p>Schools Forum is asked to:</p> <ul style="list-style-type: none"> (i) Note the 2015-16 outturn position for DSG. NOTED (ii) Note the issue to primary schools and discuss what effect, if any, this may have on 	

	developing policies for contingencies in the future. NOTED	
9	<p>2015/16 Outturn Position on Schools' Balances</p> <p>GB presented a report to notify Schools Forum of the final individual balances for Warrington maintained schools as at end 2015-16, advising which schools will be subject to potential challenge in forthcoming months over the current level of retention, as described in s4.2 of the Scheme for Financing Schools. Discussion took place around the challenge process. A query was raised about the allocation process and if it was the same schools year after year retaining balances. It was noted that schools are funded as a result of the agreed funding model that was collectively agreed.</p> <p>Schools Forum is asked to:</p> <ul style="list-style-type: none"> (i) Note the 2015-16 outturn position for schools and the general increase in School Balances held by Warrington non-Academy schools at 31st March 2016. NOTED (ii) To consent to begin the challenge process for all non-Academy Schools which hold a balance above the appropriate threshold. In addition, School Forum members are asked to ensure that their nominating bodies are aware of the requirement around the possibility of subsequent claw-back of funds from Schools. NOTED (iii) To recommend what action, if any, to take in respect of schools challenged last year for which the 2015-16 balance is significantly different from the outcome anticipated. DECISION: CM proposed a more robust remodelled challenge process that includes headteacher representatives (maintained schools); this was seconded by LG and agreed with a vote of 12. 	
10	<p>Balance Challenge Process and High Needs Pressure</p> <p>HS presented a report proposing a solution to address the cost pressure on the High Needs Block in the short term. Any strategic approach to managing cost by creating lower cost local capacity, and/or new financial arrangements will take time to develop and implement. Discussion took place around the challenge process with a decision noted above in 9 (iii).</p> <p>It is recommended that Schools Forum:</p> <ul style="list-style-type: none"> (i) Note the contents of the report and the financial position on High Needs; NOTED (ii) Support the recommended approach to the financial year- end school balance challenge process in order to create the opportunity for redistribution of a proportion of school balance, equivalent to £2 million to offset pressure on high Needs; NOTED - See decision in 9 (iii) above. (iii) Request regular progress reports on the actions that are being taken to develop a sustainable funding arrangement in the longer-term. NOTED 	
11	<p>AOB</p> <p>Contingencies:</p> <p>CM raised the issue of contingencies for maintained schools who have significant increases in pupil numbers. Five schools have increasing forms across Warrington and the query was raised around what Schools Forum is doing to alleviate pressures e.g. can the infant contingency remit be widened for when those pupils move to juniors? It was noted that if there is unallocated/unused KS1 contingency at year-end, Schools Forum could recommend it be retrospectively issued for those schools affected into junior phase, as part of the DSG outturn review.</p>	

12	Meeting schedule 4 October 2016, 5.15 pm 10 January 2017, 5.15 pm (changed from 6 December 2016) The Chairperson thanked everyone for attending and the meeting closed.	
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