

MILTON KEYNES' SCHOOLS FORUM

Acorn House, 381 Midsummer Boulevard
MINUTES OF THE MEETING DATED 24 MAY AT 3.00 PM

PRESENT:

Primary School Representatives

Louise Aird – Cold Harbour Combined School
Lizzie Bancroft – Loughton Manor First School
Lesley Barnard – Heelands School
Sue Cox – Priory Rise Primary School

Primary School Governors

Francis Grant – Great Linford Primary School
Paul Hussey – Bradwell Village Primary School (**CHAIR**)
Neal Judd – Kents Hill Infant School
Lynne Smith – Emerson Valley Junior School

Secondary School Representatives

Michael Manley – St. Paul's Catholic School
Glen Martin - Shenley Brook End School
Tracy Jones – Lord Grey School

Secondary School Governor

John Howe – Denbigh School
Andrea Frame – Walton High

Special School Representative

Nick Jackman – The Walnuts

Nursery School Representative

Louise McRae – Knowles Nursery School
Debbie Wells – Moorlands Nursery School
Lynne Johnson – Pre-School Learning Alliance

} Shared
Vote

Church of England Diocese

Jane Bellamy – Bow Brickhill Church of England School

OFFICERS:

Penni Powers (Finance Manager, Children & Families)
Will Spurgeon (Assistant Director, Children & Families)
Gail Tolley (Director of Children's Services)
Andrew Whitaker (Divisional Accountant, Children & Families)

LEAD MEMBER: Councillor Andy Dransfield

CLERK: Sue Butler, Leadership Team PA, Children & Families

SF 328 WELCOME AND APOLOGIES

PH welcomed all

Apologies were received from:

Michael Bracey Milton Keynes Council
Ken Behrens Loughton Junior School

Sophie Good Penwith School
Simon Viccars Leon School & Sports College

SF 329 MINUTES

That the minutes of the Schools Forum held on 1 March 2012 be approved as an accurate record.

Matters Arising:

Accounting for the Use of LAC Pupil Premium that is retained centrally.

PP responded to the question raised at the previous meeting regarding the £2.3M pupil premium and confirmed in 2011/2012 £83k related to LAC and the majority went straight out to schools and £13.5k was used centrally to support:

- one to one TA support in schools to support children exhibiting signs of severe distress
- re-integration into schools
- specialist teachers to provide one to one catch up
- teacher support when exclusion to home has occurred.

SF 330 ELECTION OF CHAIR AND VICE-CHAIR (Gail Tolley)

GT advised that no expressions of interest had been received from other School Forum members to stand for Chairman and Vice-Chairman for the forthcoming year. Both the current Chairman Paul Hussey and the current Vice Chairman Michael Manley had offered to stand for re-election.

RESOLVED:

That following a vote Paul Hussey was unanimously elected as Schools Forum Chairman for the forthcoming year.

In favour	15
Against	0
Abstentions	0

That following a vote Michael Manley was unanimously elected as Schools Forum Vice Chairman for the forthcoming year

In favour	15
Against	0
Abstentions	0

A record of thanks was noted for Paul Hussey and Michael Manley in recognition for efforts and work achieved over the past year.

SF 331 MEMBERSHIP (Gail Tolley)

GT welcomed Tracy Jones, Headteacher at Lord Grey School to the meeting as a secondary school representative.

GT referred to minute SF320 noting a vacancy for a primary headteacher representative to be taken to the primary headteachers' strategy group and advised that no nominations had yet been received. PH was to take back and address.

It was noted that further consideration would be needed to increase the academy representation in the primary sector.

SF 332 BUDGETING MONITORING (Penni Powers)

The purpose of this report was to receive the latest forecast outturn position of the schools budget 2011/12 and to recommend that the Schools Forum note the provisional outturn position.

PP informed the meeting of the current position and referred to the previously forecast £3M underspend confirming that the schools budget had been agreed with the Schools Forum based on an estimate of the DSG and that the pupil numbers used in the calculation would not be finalised with the Department for Education for Education (DfE) until later in the year. PP advised the underspend at the year end was £4.034M.

A discussion took place regarding the amount of surplus funds held before releasing to schools. It was confirmed that there was a plan in place and that money had been committed over the next three financial years and that the view of the majority of the Schools Forum was clear. The Chair thanked members for expressing their views.

SF 333 CENTRAL EXPENDITURE BENCHMARKING (Andrew Whitaker)

The purpose was to receive report on the central expenditure incurred in Milton Keynes compared with that incurred by other local authorities and breaches of the central expenditure limit, based on 2011/12 budgets.

AW drew attention to the first columns of item 6 Annex 1 showing that the majority of LAs breached the CEL when setting their schools budget for 2011/12. The second column shows the percentage of the central expenditure that each local authority delegates to schools. Milton Keynes is listed as eighteenth or equal eighth. GT confirmed that Milton Keynes is a very high delegating authority. There were no further comments or questions.

SF 334 S251 STATEMENT (Penni Powers)

The purpose of this report was to inform the Schools Forum of the Budget Statement provided to the (DfE) under Section 251 of the Apprenticeships, Skills, Children and Learning Act 2009.

PP drew attention to annexes circulated with item 7 which reflected the budget that was set by the Schools Forum in March 2012. There were no further comments or questions.

SF 335 SCHOOL FUNDING REFORM (Andrew Whitaker)

The purpose of this report was to inform members of the Schools Forum of the latest DfE guidance on school funding reform and to agree an implementation plan for the revision of the funding formulae for primary and secondary schools and the changes of the funding processes for children with high cost needs. Also to recommend that members of the Schools Forum endorse the approach to implementation as set out in Item 8 section 4; note a new timeline for the calculation of school budget shares and agree the revised schedule of meetings and work plan for the Schools Forum.

AW informed the meeting that on 26 March 2012 the Secretary of State issued two documents *Schools funding Reform: Next Steps Towards a Fairer System* (which contains questions the DfE are consulting on and sets out firm arrangements for 2013/14) and *Reformed Funding System: Operational Guidance for Local Authorities*. The DfE are regularly updating a Frequently Asked Questions document for local authorities to seek clarification. The documents are available on the DfE website: [School funding reform and arrangements for 2013-14 – Schools](#).

AW referred to a tabled presentation and briefed the meeting on Annexe 1 section by section highlighting key points.

Schools Block

This will only include primary and secondary age pupils and the guaranteed unit of funding will be restated to reflect October 2012 pupil numbers.

Early Years Block

This will reflect in year changes; however the final sum of money will not be known for 2013/14 until after the January 2014 count. In response to clarification for early years, AW confirmed that reception pupils will still be funded through main schools blocks.

High Needs Block

Will cover all spending on high needs pupils, special schools and independent specialist providers. From April 2013 will also include funding for high needs 16-25 year olds in further education which will be created from current spend with adjustment to be agreed with the Education Funding Agency (EFA).

Individual blocks will not be ring fenced but the DSG will be. Money will be able to be moved between the three blocks.

Central Expenditure

AW advised that central expenditure will be limited to:

- co-ordinated admissions
- Schools Forum administration
- carbon reduction commitment
- capital expenditure from revenue
- contribution to combined budgets
- termination of employment costs

- prudential borrowing costs

Budgets would only meet existing commitments going forward and can not increase.

In response to queries regarding having central expenditure items and contributions to combined budget and to what degree are academies exempt from that? Also that the academy's budget runs from August to July – how would this fit? AW confirmed the co-ordinated admissions budget applies to local authority maintained school and academies; and that the budget calculated for the financial year would apply to an academy from the academic year, but that there would be a five month lag and confirmed it would apply from 1st August.

Primary and Secondary Schools Funding Formula

AW drew attention to the paragraph in italics from the DfE which confirmed the majority of funding should be pupil led and not driven by history, organisation or premises of the school. AW confirmed that this was to be implemented by reducing the number of permissible formula factors. There were a maximum of ten factors, two of which would not apply to Milton Keynes, one of which applies to split sites, one would cover rates, leaving six formula factors:

- AWPU: one rate for primary pupils and one (or two?) rates for secondary pupils (decision to be made at a later date)
- Deprivation: measured by FSM and/or IDACI
- Looked After Children
- Low costs High Incidence SEN: based on EYFSP for Primary pupils and KS2 results for Secondary pupils
- EAL for the first three years only after a child enters the compulsory school system
- A lump sum to a maximum – same for all schools in a LA (between £100k and £150k maximum limit to be set by the Secretary of State. (AW advised that Milton Keynes would need in the region of £130k to protect current levels of budget for smaller schools).

The whole schools block will be initially delegated through the formula. Originally there was a proposal for national ratio of levels of funding between the two sectors. This will not apply yet.

Central Budgets

AW gave an overview of the proposed central budgets and services. A comprehensive discussion followed including:

- the development of primary Behaviour Support Services would only happen if there was a de-delegation of funds. AW advised that only maintained primary members of the Schools Forum might choose to de-delegate that service
- whether the PRUs would be funded centrally
- schools would need to have a mechanism to say what they wanted
- Delegation – further discussion took place regarding Cabinet/Schools Forum decisions and clarification needed as to where the decision making lies.

AW referred to the timing and that initial budgets would need to have been set by 31 October and the EFA informed of factors used. DfE would inform of the final DSG by December giving the opportunity to review in January. AW confirmed that dis-application of the Minimum Funding Guarantee (MFG) would only be considered if schools were losing numbers or if there was a significant change of school's circumstances.

Changes can be capped to fund the MFG. AW confirmed that capping gains would apply to all schools and academies.

High Needs Pupils

Are defined as:

Pupils aged from birth to nineteen with high levels of SEN in schools, academies or other settings.

Those aged 16-25 with high learning difficulties or disabilities (LDD) in FE and school aged pupils in AP.

AW advised that high needs pupils were defined as students who require additional spend of more than £10k per year and the mechanism used would be a financial threshold.

It was noted that the participation age is to increase to 17 and then to 18 and clarification was needed on the term 'school age'.

AW advised that special schools would only receive core base funding of £10k per place and additional funding would be received for pupils actually placed in their schools – this would be a major change to manage.

Children coming from other local authorities to Milton Keynes special schools - funding would be provided by that local authority directly to the individual schools. The commissioner would pay top up funding to mainstream schools for high need pupils and for pupils placed in specialist provision. Both mainstream schools and the LA could be commissioners of AP provision.

AW stated that the High Needs block would be split in to two – one to fund places, and another to fund pupils and that the EFA would agree the number of places it would fund for the local authority for on a provider basis at £10k per place. A discussion took place re the funding of £10k.

AW advised that an exercise would need to be done locally to determine the levels of each block.

AW drew attention to the role of the Education Funding Agency (EFA) and highlighted the EFA would oversee funding arrangements for DSG and consider any applications for allowable exceptions.

AW drew attention to the changes that would need to be put in place by the Schools Forum for the 2013/14 decision making round; referring to the

implementation timeline and the proposal to go to consultation on 16 July 2012 recommending the Schools Forum to meet on 12 July to consider the draft consultation document. Everything would need to be in place by September 2012. AW clarified that the necessary modelling work would be done through three meetings of the Finance Discussion Group in May and June.

The Chair thanked AW and PP for the comprehensive review and stated that the Schools Forum noted issues had yet to be resolved at DfE level.

SF 336 FORWARD PLANNING

The Schools Forum considered the forward issues for the coming year:

- **July**
 - Final DSG Settlement for 2012/13 and Budget Monitoring
 - School Balances at 31/3/2012
 - Licensed Deficits and Schools in Financial Difficulty Payments
 - MKBP budget 2012/13 and outturn for 2011/12
 - Consultation on formula changes

- **October**
 - Consultation responses
 - Education Other Than At School
 - Budget Planning

- **December**
 - Budget Planning

- **January**
 - School Budget

SF 337 Any Other Business

None

The Chair noted apologies given in advance for 12 July 2012 meeting.

SF 338 REVISED DATES OF FUTURE MEETINGS

3.00 to 5.00 pm	Thursday, 12 July 2012
3.00 to 5.00 pm	Thursday, 25 October 2012
3.00 to 5.00 pm	Thursday 13 December 2012
3.00 to 5.00 pm	Thursday 10 January 2013

Meeting closed at 4.45 p.m.