

# MILTON KEYNES' SCHOOLS FORUM

Acorn House, 381 Midsummer Boulevard  
MINUTES OF THE MEETING DATED 12 JULY AT 3.00 PM

**PRESENT:**

**Primary School Representatives**

Louise Aird – Cold Harbour Combined School  
Lizzie Bancroft – Loughton Manor First School  
Lesley Barnard – Heelands School  
Ken Behrens – Loughton School

**Primary School Governors**

Neal Judd – Kents Hill Infant School  
Lynne Smith – Emerson Valley School

**Secondary School Representatives**

Michael Manley – St. Paul's Catholic School (**Chair**)  
Tracy Jones – Lord Grey School  
Simon Viccars – Leon School & Sports College  
Sue Carbert – Ousedale School

**Secondary School Governor**

John Howe – Denbigh School  
Andrea Frame – Walton High

**Special School Representative**

Nick Jackman – The Walnuts

**Nursery School Representative**

Debbie Wells – Moorlands Nursery School

**Church of England Diocese**

**OFFICERS:**

Michael Bracey (Assistant Director, Education, Effectiveness and Participation)  
Penni Powers (Finance Manager, Children & Families)  
Will Spurgeon (Assistant Director, Integrated Support and Social Care, Children & Families)  
Andrew Whitaker (Divisional Accountant, Children & Families)

**LEAD MEMBER:** Councillor Andy Dransfield

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

**SF 339 WELCOME AND APOLOGIES**

MM chaired the meeting on this occasion.

Apologies were received from:

Sophie Good          Penwith School

Francis Grant	Great Linford Primary School
Paul Hussey	Bradwell Village Primary School
Louise McRae	Knowles Nursery School
Glen Martin	Shenley Brook End.
Gail Tolley	Milton Keynes Council
Jane Bellamy	Bow Brickhill Church of England School

## SF 340 MINUTES

The minutes of the Schools Forum held on 24 May 2012 were approved as an accurate record of the meeting.

### **Matters Arising:**

There were no matters arising.

## SF 341 MEMBERSHIP (Michael Bracey)

MB confirmed that the membership list had two primary vacancies and it was noted that four (4) Headteachers had expressed an interest to the Primary Headteachers Strategy Group.

The purpose of the report was to make the Schools Forum aware of the changes to the Schools Forum regulations and to gain agreement to hold a simple ballot to ensure compliance is maintained.

The Schools Forum Regulations 2012 are due to come into force in early October and there is a need to make arrangements to comply with the new regulations. Milton Keynes Schools Forum cannot continue without having an election which would prove to be a difficult process owing to the different categories of school governance.

MB confirmed that Milton Keynes had good levels of representation at the Schools Forum and that the regulations clearly state that governing bodies of academies in the local area should agree the representative. Currently Milton Keynes does not have a forum of academies to do so, which presents a logistical issue.

It was noted that membership **must** include:

- at least one nursery school representative
- at least one maintained primary school representative
- at least one maintained secondary school representative
- at least one academy representative
- at least one maintained special school representative
- at least one pupil referral unit representative

The local authority does not need to determine the balance between Headteacher and Governor representation.

A discussion followed including:

- the resourcing of an election
- when an election should take place
- a clear and ongoing process would be needed and should not be rushed

into

- a series of elections for the different sectors
- academies need to work together to determine a representative
- all primary schools to be contacted.

**It was agreed:**

That MB would contact all primary schools inviting Headteachers to attend a consultation workshop on a date to be decided in September at which they would be notified of the primary representatives vacancies to be nominated and to be elected and this would also represent academy and maintained schools. The aim would be to achieve representation across the constitutional parts of the body of the Schools Forum.

**It was agreed**

A paper to be submitted to the Schools Forum on 25 October 2012 detailing the constituent bodies and a timescale for elections.

**SF 342 DRAFT SCHOOLS FORUM REGULATIONS 2012** (Michael Bracey)

As discussed and noted and agreed in the previous item.

**SF 343 DRAFT CONSULTATION ON SCHOOL FUNDING REFORM** (Andrew Whitaker)

The purpose of the report was to seek the Schools Forum's approval to consult on changes to the funding formula, required by the DfE's School Funding Reform which would be implemented from April 2013 and to recommend that the Schools Forum agree the publication of the consultation document to be issued to schools in July and that the results of the consultation are presented at the next meeting of the Schools Forum on 25 October 2012.

AW stated that the consultation would impact on the funding of all schools from April 2013 and would cover the changes required to the funding formula to comply with changes to the School Finance Regulations that would be put in place for the 2013/14 budget process. The proposed changes identified how the existing formula elements and funding levels map into the limited number of formula factors that local authorities would be allowed to use when the regulations change.

AW stated the Finance Discussion group had met several times to discuss and formulate the principles to map the existing factors to the new factors.

AW referred to tabled papers and an addendum and gave an overview of the draft consultation document section by section highlight the following:

The Government changes allow 12 factors and on 29 June 2013 had made a further announcement on the arrangements which would impact directly on the proposed consultations with schools; these were noted in the addendum to this item.

AW referred to Section 3 – Deprivation Funding and noted that the Government had extended the number of bands and introduced a sixth band which would run from 0.6 to 1. The Government had yet to provide the modelling for the data. AW confirmed that the formula that Milton Keynes currently used is broadly the same as the government formula. The Finance Discussion group took the view that as the formula needs to be in place and to have been proved the political process by 31 October and that announcements are still being received the first option was to map the changes and to take the opportunity to move forward next year.

A discussion took place regarding the wording for the questions and whether this should be an open question. It was suggested that 'If you disagree' onwards should be deleted. MM stated it was important to capture comments that did not agree and any alternative suggestions.

AW highlighted the fact that the Government have confirmed they would provide all the data that drives the factors based on the eligible results of a school. They would take all the valid results in a particular school to derive a percentage to obtain the result through prior attainment. It is the view of the DfE that prior attainment can provide a good proxy for many SEN pupils not identified through a deprivation measure.

Discussion followed regarding the factors used and the data provided by the DfE and whether or how they should be used. Whether figures should be shown for each school/ group of schools and the timeframe to be taken into consideration.

AW confirmed that within the EAL section the Government had allowed a different rate for primary and secondary whereas before there had been one rate for both sectors.

#### Looked After Children

AW advised that it was the view of the Finance Discussion group that the pupil premium would adequately fund this and a separate factor was not required.

#### De-Delegation for Pupil Growth

AW stated that the Government would allow the local authority to create a pupil growth fund to enable a pupil's basic need in main stream schools and academies to be funded through a top slice of the DSG. Thus ensuring that schools that are growing systematically can be funded. Proposals would be developed for the next Schools Forum meeting to manage the growth fund in a transparent formulaic way.

It was noted that within the Table in Section 9 Financial Implications – Budgets and Ratio of Funding, The 'Pupils Oct 2011' figure should read **21,932** rather than 21,032.

## Minimum Funding Guarantee and Capping of Gains

AW confirmed that in terms of range this would be between + or -10% for all schools. In terms of change in funding per pupil that is what the minimum funding guarantee is based on. Schools that would have a new allocation compared with the current allocation would be entitled to extra money under this. To pay for the school that would be losing this and ensure they are protected we could cap how much a school could gain.

AW confirmed that the modelling was done using this year's data and the actual unit rates will be based on the October 2012 data.

MM summarised the main points of the discussion:

1. the philosophical underpinning to the way in which formula is put together. We could respond or invite schools to respond with regard to the factors to review.
2. the questions format and the sense of the meeting with regard to them being 'open'.
3. the figures provided with the consultation – AW and PP have a sense of what is required.

A discussion followed regarding encouraging schools to respond, the method of ensuring the information reaches all schools and governing bodies; the value of MB/AW/PP attending the workshop.

MM thanked AW/PP and noted this item had been well debated.

### **SF 344 ALTERNATIVE EDUCATION (Will Spurgeon)**

The purpose of the report was to inform the Schools Forum of the progress that had been made by the Milton Keynes Secondary Behaviour Partnership to progressively reshape the nature of provision supporting pupil behaviour management and to inform the Schools Forum of the outturn position of the Partnership for 2011/12 and the agreed budget for 2012/13. Also to inform the Schools Forum of specialist provision for pupils with similar needs in the primary phase.

WS reported that Annex 1 referred to the budget agreed for 2012/13 and that Annex 2 gave the outturn position.

WS gave a brief overview of the three locality based Personalised Education Centres (PECs) which have legal standing as PRUs and link to families of schools within their defined area had been developed. One had been commissioned to a private contractor which would cease on 31 July 2012 and would be run by the local authority.

Key Issues:

WS stated that the funding discussion that took place earlier in the meeting

would have a profound impact on the primary Behaviour Support team.

A discussion took place regarding numbers needing places in the primary PRU and the ability to return to a setting or a managed move. In response to a query regarding nurture group places WS drew attention to Educ@te and encouraged contact with Maggie Bovair for further information.

**SF 345 BUDGET MONITORING AND FINAL DSG SETTLEMENT** (Penni Powers)

The purpose of the report was to advise the Schools Forum of the final DSG settlement for 2012/13 and the position in relation to period 3 2012/13 budget monitoring.

It was noted that due to 3 duplicate pupils the final DSG was £13k lower than originally anticipated, resulting in a final DSF of £200,525k.

PP confirmed there were no significant variances in period 3 budget monitoring.

**SF 346 SCHOOL BUDGETS, LICENSED DEFICIT** (Andrew Whitaker)

The purpose of the report was to inform the Schools Forum of school budget plans for 2012/13 and that a school was requesting a licensed deficit. To recommend the Schools Forum note the position in relation schools' 2012/13 budget plans.

AW informed the Schools Forum that Stantonbury Campus had requested permission to set a deficit for this year of £144k. The school had suffered significant loss in pupil numbers particular in year 7 compared with those leaving at year 11. The 2012/13 income is approaching three quarters of a million less than that in 2011/12.

It was noted that the school was not requesting additional support at this point. It was noted that there was a need to work with the school to enable them to move forward and to monitor the progress, ensuring a robust plan was put in place. AW advised that the school anticipated no deficit at the end of 2013/14

It was noted that the school was reducing expenditure and is already taking considerable steps towards a recovery.

**SF 347 SCHOOL BALANCES** (Andrew Whitaker)

The purpose of the report was to inform the Schools Forum of the level of balances of schools at the end of 2011/12 and the recommendation that the detail regarding the revenue of balances held by LA maintained schools at the 2011/12 year end by noted.

AW advised the balance had increased significantly between March 2011 and March 2012 in the primary sector and drew attention to the extra column in the annex showing like for like.

## SF 348 FORWARD PLANNING

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

- **25 October 2012**
  - Education Other Than At School
  - Consultation responses
  - Budget Monitoring
  - Budget Planning
  - Agree draft primary and secondary formula elements and unit rates
  
- **13 December 2012**
  - Further consultation
  - De- delegated budgets
  - High needs, pupils special schools, central expenditure and AP
  - Budget planning
  
- **10 January 2013**
  - Budget Monitoring 2012/13
  - Final DSG Settlement for 2013/14
  - Schools Budget
  - Agree final primary and secondary formula elements and unit rates
  - Agree high need pupil top up banding arrangements
  
- **May 2013**
  - Election of Chair and Vice Chair
  - Provisional Outturn  
Section 251

## SF 349 Any Other Business

MB advised that £30k of the budget had been allocated for the provision of services. – **Michael I am unsure of this point – please expand or delete - thanks**

## SF 350 DATES OF FUTURE MEETINGS

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 5.04 p.m.**