

Schools' Forum

Minutes of the meeting held on 1st May 2013 at the Civic Offices

Attendance

Members:

Tom Blair
Suzy Horton
Bruce Marr
Mark Mitchell (Chair)
Jayne Pratt
Justeen White

Representative:

Gov – Secondary
Gov – Primary
Gov – Secondary
Gov – Special
Gov – Nursery
Gov - Secondary

Alison Beane
Jackie Collins
David Jeapes
Sarah Sadler
Karen Stocks
Mike Smith
Sue Wilson

HT –Special
HT – Primary
HT – Secondary
HT – Primary
HT – Secondary
HT - Secondary
HT – Primary

Carole Damper

Early Years - PVI

Officers:

Di Mitchell
Maria Smith
Mike Stoneman
Richard Webb
Susan Whitehouse
Julian Wooster

Head of Education
Senior Accountant
Commissioning Manager
Finance Manager
Education Business Partner
Strategic Director

Item

Action

1. Apologies: Cllr Ken Ferrett, Steve Sheehan, Cllr Rob Wood.

2. Declaration of interests:

David Jeapes and Bruce Marr declared an interest in item 8.

3. Minutes and Matters Arising from last meeting on 13th February 2013

Minutes

Item 6 – 2 year old funding page 4 paragraph 5. The word 'rations' to be corrected to 'ratios.'

Matters arising

Item 6 – 2 year old funding.

- Catherine Kickham to attend a future meeting with further proposals.

Additional Item

2014-15 Funding Reform Working Group

- Richard Webb circulated a paper requesting volunteers for a working group to assist in implementing areas of funding reform for 2014-15. Mark Mitchell suggested that it may be useful to have some continuity from last year. Alison Beane stated that she would like to be involved.

Action: Members of Schools Forum to share this request for volunteers within their own phases and for willing individuals to contact Richard Webb.

All

4. Capital Modernisation Programme

Mike Stoneman presented a report updating Schools Forum with details of the Council's Schools Capital Modernisation Programme 2013/14 and to determine the methodology that should be used to secure a contribution from schools that are included in the programme.

A summary of the projects approved by Members at the Education and Children's Services Portfolio meeting was attached to the report. These were affordable based on a contribution from schools for the majority of the projects.

Four options for calculating the level of contribution from schools were detailed in the report with a recommendation for approving Option 1. This was the most similar approach to the one used in 2012/13.

The four options were briefly discussed and it was felt that options 3 and 4 would be unaffordable for some schools especially small primaries. Option 2 was felt to be too risky given the funding reforms and the uncertainty over future funding.

The contribution from schools would be subject to affordability, and the criteria for this were detailed in the report.

Schools Forum:

- **Endorsed the Council's £1.8m Schools Modernisation Capital Programme.**
- **Approved Option 1 for calculating a school's contribution to a capital scheme. (13 For, 1 Abstention)**
- **Agreed the school contribution affordability criteria as detailed in paragraph 4.5. (13 For, 1 Abstention)**

5. Capital Expenditure from Revenue Account

Richard Webb presented a report advising Schools Forum on how the budget for Capital Expenditure from Revenue Account (CERA) was used in the financial year 2012/13 and a protocol for addressing urgent Health & Safety works in 2013/14 and future years.

A table summarising the 2012/13 expenditure was briefly discussed. It was confirmed that the figures in the table were net of contributions from schools.

It was explained that the CERA funding previously held centrally had now been delegated to schools. In the previous Schools Forum meeting there had been some concern over urgent health and safety issues and how PCC would be able to support schools.

The protocol for when assistance from PCC would be provided was discussed. It was confirmed that the protocol was only for maintained schools and not for academies.

Schools Forum:

- **Noted the CERA expenditure incurred in 2012/13 and acknowledged the delegation of the CERA budgets to schools.**
- **Agreed the protocol for addressing urgent Health & Safety works in maintained schools, in 2013-14 and future years, as detailed in the report. (*Approved unanimously*)**

6. Property Management Matters

Susan Whitehouse presented a report informing Schools Forum of current property management matters.

The outcome of recent Salix Energy Efficiency funding bids for energy conservation projects were successful with all six application made on behalf of schools being granted loans.

The next programme of Salix funding is yet to be announced, however Susan Whitehouse encouraged schools to contact Alan Barber if they have any energy saving projects. Alan is available to assist schools with their application forms and calculations in readiness for submission. As soon as the new funding deadlines are released schools will be informed.

School Forum were given a list of schools that need to have their Radon risks assessed as advised by The Health Protection Agency (HPA). A letter was going to be sent to those schools affected on 2 May 2013. Housing and Property Services (HPS) will arrange for monitoring equipment to be placed within the schools listed for a period of 2 months this summer. It is expected that the HPA will take approximately one month to do the analysis. HPS will then get in touch with the affected schools as required.

It was suggested that a standard letter was provided to the schools being tested to provide to parents and other concerned parties to give them some further information on the Radon testing.

Action: Susan Whitehouse to arrange for a standard letter to be issued to the affected schools. SW

Schools Forum were reminded that where improvement works are scheduled to take place during holiday periods, it is the responsibility of the school to ensure that all arrangements regarding insurance, security and access for contractors are in place. Where schools are not able to arrange to 'open' premises during the summer holiday period to facilitate these works, HPS will arrange for a 'Key Holder' service to be provided for the building contractors access to the school grounds and buildings.

Schools Forum noted the report.

7. DfE - Review of 2013-14 Funding Arrangements

Richard Webb presented the 3 documents to Schools Forum. Final feedback from the Department for Education (DFE) with regard to the consultation on the review of the 2013-14 School Funding Arrangements is still awaited.

Schools Forum were advised that the analysis contained within the document 'DfE – Analysis of Schools Block Funding Formulae 2013-14' showed that Portsmouth were generally in the mid range of the amounts allocated under each element of the new funding formula.

A question was asked as to why Portsmouth gave out a relatively small amount on the Free School Meal (FSM) factor. It was advised that this was because Portsmouth used the IDACI indicator in order to allocate it's deprivation funding rather than FSM.

Thanks were given to Richard Webb and his Finance Team for all of their hard work in implementing the new funding arrangements.

Schools Forum noted the report.

8. Mayfield School

Mike Stoneman presented a report providing Schools Forum with: an update on the proposed change to the age range of Mayfield School from an 11-16 secondary school to an all through 4-16 school; and to seek in principle support to cover some of the exceptional costs associated with this change from the DSG carried forward budget.

This is subject to: confirmation of the DSG carried forward budget available in 2013/14; and the outcome of the current consultation that is taking place with regard to the proposed change to the age range of Mayfield School. The consultation is due to close on 7 May 2013 and the DSG carry forward

will be confirmed in July.

Following discussions by the Governing Body of Mayfield School to include primary provision on the Mayfield School site and after consideration of several options it was agreed to change the age range of Mayfield School from an 11-16 secondary school to an all through 4-16 school, subject to consultation.

The primary provision will comprise a two form entry school and a published admission number (PAN) of 60. This will mean the first cohort of 60 will go into Year Reception in September 2014. These pupils will not be counted for funding purposes until April 2015. A full business case will be brought to Schools Forum in July re funding pressures.

In advance of the detailed business case being presented to Members, Schools Forum were asked to grant an initial allocation of £36,000 from the 2012-13 carry-forward to Mayfield, to allow the school to commence work on the creation of an all through 4-16 school. This would be to fund enhanced leadership team capacity at Assistant Head Teacher level, administrative and secretarial support to the project Board and the substantial branding, communication and promotional requirements associated with the development of a new school.

It was stated that Mayfield would not meet the criteria for growth funding so would be looking for funding from the carry forward as it faced exceptional unforeseen costs which it would be unreasonable to expect governing bodies to meet.

It was questioned why this couldn't wait until the full business case was seen rather than approving one allocation now and a further amount later. Richard Webb stated that further work was required on the full business case and at this stage it is not possible to confirm the final DSG carry forward balance. David Jeapes also stated that the school needed to work quickly for example the first parents evening would need to be in October 2013.

It was questioned whether there would be capacity in secondary provision as these children move through the school system. Mike Stoneman confirmed that forecast show that there will still be 8% capacity in the secondary sector at the end of the decade.

Schools Forum:

- **Agreed an initial funding allocation for Mayfield School of £36,000. (*Approved unanimously*)**
- **Agreed that a detailed business case be presented to the July meeting together with a bid for additional funding to support the creation of an all through 4-16 school. (*Approved unanimously*)**

9. Any Other Business

None.

Dates of Future meetings

(all Wednesdays, 4.30pm – 6.30pm, to be held in the Civic Offices)

17th July 2013

23rd October 2013 – provisional date

18th December 2013 – provisional date

15th January 2014 – provisional date

Schools Forum members - please contact (023 9284 1203) if you would like to add any items to future agendas.