

**Minutes of Schools Forum Meeting
11th January 2018 at The Avenue Centre, Reading**

Present: Jo Budge - Head Teacher of Blagdon Nursery
 Ita McGullion - Manager of Kennet Day Nursery
 Justin McMinn - Head Teacher of E P Collier
 Peter Kayes - Chair and Governor at Ridgeway
 Simon Uttley - Head Teacher of Blessed Hugh Farringdon
 Isabelle Sandy - Business Manager at Kendrick
 Ashley Robson - Head Teacher of Reading School
 Phil Davies - Head Teacher of Prospect
 Annal Nayyar - Finance Director of Bayliss Trust (Reading Girls)
 Andrew Johnson - Head Teacher of Maiden Erlegh (Reading)
 Ali McNamara - NUT
 Richard Rolfe - Governor at Micklands
 Claire Brown - Business Manager at Prospect

RBC: Chris Kiernan - Interim Head of Education
 Helen Redding - Interim Head of SEN
 Steven Davies - Principal Education and Schools Accountant
 Ann Marie Dodd - Director of Children, Education and Early Help Services
 Aimee Trimmer - Early Years SEND

Notes: Rhiannon Schoepe - Accountancy Assistant

Apologies: Rachel Cave - Highdown
 Tonia Crossman - Emmer Green

STANDING ITEMS

1.	Welcome and Apologies
	The Chair welcomed everyone to the meeting. Apologies were noted.
2.	Minutes of the meeting held on 19th October 2017
	The minutes from 14 th December 2017 were agreed. CK added comment to membership comment on top of page 2. Substitutions are allowed if notified. It was confirmed that voting for academies was up to them in terms of representation (maximum of 5 votes for secondary academies whilst more people could attend). Addition to bottom of page 3 (union agreement). 'Academies to buy in... if they wish'. Correction to a typo in Section 6.8: should be 'from' rather than 'form'.
3.	Matters arising from the minutes
	The Copyright Licence Agreement will be discussed in Section 5. There will be a vote to approve or remove the Equality Services de-delegation to be voted on this meeting. This will be in Section 5.

4.	Schools Forum Membership Update
	<p>Steven Davies presented.</p> <p>There are currently four vacancies and four posts due to be reappointed.</p> <p>Justine McMinn was happy to continue in her post representing EP Collier. Due to apologies, other posts will need to be discussed at next meeting.</p>
5.	DSG 2018 - 2019 Update, Central and Early Years Block
	<p>Steven Davies presented.</p> <p>SD spoke through the updates around the DSG allocation for 18/19.</p> <p>SD spoke through update to Schools Block:</p> <ul style="list-style-type: none"> • Table 3.2 shows details of the School Block movement after the £1m Growth Fund was approved in December 2017. This is an increase of 100k as pupil classes have increased. • 3.4 details the 18/19 contribution of £102k for Copyright Licence. • 3.5 shows that after consultation, it was agreed that up to 0.5% of Schools Block Funds would be moved to High Needs Block to increase the deficit payment budget. • 3.7 shows after contributions, there will be £85.3m to use for schools formula. <p>SD spoke through update to Central Block:</p> <ul style="list-style-type: none"> • The table shown in 4.2 shows the budgets as agreed during the last Schools Forum • The budget for Education Service Grant has been amended. Other budgets remain the same. <p>SD spoke through update to High Needs Block:</p> <ul style="list-style-type: none"> • The budget for this will be produced for the March Schools Forum Meeting. Helen Redding (SEN Consultant) will produce a detailed report to go alongside this. <p>SD spoke through update to Early Years Block:</p> <ul style="list-style-type: none"> • The budget for this was agreed in December’s School Forum. This has increased in part due to the 30hrs entitlement, as introduced in Sept 17, being a full year’s allocation. • Table 6.4 shows 18/19 rates for Early Years. This has not changed since 17/18 due to there being no uplift in Early Years funding. Plans are being finalised to help maintained nurseries. • Point 6.5 shows the Maintained Nurseries supplement has been ring fenced for 18/19 and has increased to £332k from £258. There is no change in EYPP, Disability Access Fund, SEN Inclusion Fund and Deprivation Supplement. Confirmed funding will only increase if Guaranteed Funding increases. <p>De-delegation Update:</p> <ul style="list-style-type: none"> • With regards to maintained schools, it was agreed in December’s Schools Forum to remove the Schools in Financial Difficulty De-delegation. Going forwards, redundancy charges will now need to be picked up by individual schools. • Table 7.2 shows rates per pupil now budgets have been confirmed. Annex 1 shows how

	<p>much this will cost each school in comparison to 17/18.</p> <ul style="list-style-type: none"> • The deadline for the LA Schools Budget submissions to the DfE is 19th January 2018. • The decision around approving/removing Equality Services De-delegation was deferred at December’s Schools Forum. If the decision is made to de-delegate, funding will stay with higher needs schools. <p>Primary and Secondary school representatives were asked to vote on the proposed de-delegation of support by Equality Services for EAL which was recommended to be £40k, a reduction from £78k in 2017-18, as a transition to this de-delegation being phased out in 2019-20</p> <p>Vote:</p> <p>Primary: 3 in favour of recommendation, none against, Secondary: the one secondary representative was against.</p>
--	---

6.	School Funding Formula 2018 - 2019
	<p>Steven Davies presented.</p> <p>At the October Schools Forum, SD agreed to produce 3 versions of 18/19 schools budget:</p> <ol style="list-style-type: none"> 1. If there were no changes from 17/18. 2. If the National Formula was implemented straight away. 3. If Reading transitioned towards the National Formula. <ul style="list-style-type: none"> • 1: The table in Point 4 shows actual 17/18 budget and compares to no changes to schools formula for 18/19. Some growth is shown where pupil numbers have increased. Annex 1 shows the split per school and comparison of pupil numbers. If any schools have a resource unit next year (the first 10k of funding was separate to Schools Formula), all pupils on role will be part of Schools Formula and only the first 4k of funding will be included in Schools Formula. This leads to an increase in base funding. • 2: The table in Point 5 shows the National Rates (annex 4) in place from 18/19. A breakdown per school is shown in Annex 2. This will lead to a high growth in budget for secondary schools and low growth in budget for primary schools. There is a need to protect primary schools in this scenario. Table 5.4 shows the split between primary and secondary. • 3: The table in Point 6 has a ‘Transition Formula’. This takes into consideration which factors are important to both Primary and Secondary and what gradual changes can be made while increasing the budget for all. Point 6.3 talks through all changes made and the criteria used. Minimum Pupil rates have been implemented for 18/19. In regards to the last bullet point - Government allows up to +0.5% MFG in Schools Formula based on average pupil. • Point 6.4 shows difference between base budget and the ‘Transition’ formula for 18/19. The ‘Transition’ formula protects primary schools as shown in Point 6.6 whereby Secondary schools have a higher uplift and uplift for Primary schools is evened out. As of 20/21 the full National Formula will be in effect. The ‘Transitional’ formula allows for formula to be introduced but at lower rates than predicted. <p>Discussion:</p>

	<ul style="list-style-type: none"> • Changes to 'Transitional' Budget will be made through Schools Forum not through a focus group. • Area cost adjustment factored in Schools Formula but not in 18/19 budgets. • The Reading & Kendrick figures are the same in all three tables due to funding in minimum levels increasing. • Schools will get breakdown of their funding in February 18 when budgeting is agreed. • Having a resource unit does not lead to loss of funds, the funding is kept in two places going forwards. • SD happy to send working papers to schools if necessary. • No tables include de-delegation costs. • Some changes may be due to Business Rates when these are announced. <p>Feedback:</p> <ul style="list-style-type: none"> • SD to look into preparing 19/20 and 20/21 budgets ahead for schools info & Budget Build. • Most vulnerable Secondary's will benefit from larger classes in 18/19 and this will positively affect their budget. Many Primaries have either deficit budgets or will have a deficit in the year. Overall, Primary figures are challenging. The proposed transitional arrangement will mean that Secondary schools receive a smaller uplift in per pupil funding than under the National Formula in future years. Suggestion made that Schools Forum agree the 'Transitional' budget for the benefit of all schools overall. • Can Primaries keep National Formula and Secondary's to have 'Transitional' formula? National Formula is based on census data which cannot be changed. One formula has to be used throughout Reading. Individual schools cannot be considered. Schools Forum decision expected to be respected at Committee. • Schools Forum Funding Group did agree the principals that have been used to calculate the 'Transition' figures. • Schools Forum (Secondary) wants to move closer to the National Formula in 19/20. Future Schools Forum meetings to look at decisions nearer the time. May Schools Forum will see maintained balances produced. • Schools will need to make strategic budgeting decisions in anticipation of changes 19/20. Potential pressures should be made clear in order to prevent financial issues later on. <p>Vote: Accepting proposed transition budget for 18/19 but recommend to council reservations about continuing transitional arrangements in 19/20: In Favour: 7 Against: 0 Abstain: 2</p>
7	Agenda Items For Future Meetings
	The next meeting will be held on 15 th March 2018 (5pm) at The Avenue Centre, Meadway Room.
8	Any Other Business
	N/A