

MINUTES of the meeting of Herefordshire Schools Forum held at Chamber, The Shire Hall, St Peter's Square, Hereford HR1 2HX on Friday 5 June 2015 at 9.30 am

Present:	Mrs D Strutt (Academies) (Chairman)	
	Mrs J Rees (Local Authority Maintained Primary School) (Vice Chairman)	
	Mrs S Bailey	Special Schools
	Mr P Barns	Pupil Referral Unit
	Mrs L Brazewell	Local Authority Maintained Primary School Governor
	Mrs S Catlow-Hawkins	14-19 Partnership
	Mr J Docherty	Academies
	Mr T E Edwards	Local Authority Maintained Secondary School Governor
	Mr J Godfrey	16-19 provider representative
	Mr NPJ Griffiths	Academies
	Mr G House	Academies
	Ms A Jackson	Early Years Representative
	Ms T Kneale	Locally Maintained Primary School (Nursery)
	Mr C Lewandowski	Trade Union Representative
	Mr M Lewis	Local Authority Maintained Primary School
	Mrs R Lloyd	Early Years Representative
	Mrs J Rees	Local Authority Maintained Primary School
	Mrs A Pritchard	Trade Union Representative
	Mrs S Woodrow	Locally Maintained Secondary Schools
	Mr K Wright	Local Authority Maintained Primary School

In attendance: Councillor JG Lester (Cabinet Member – Young People and Children’s Wellbeing)

204. APOLOGIES FOR ABSENCE

Apologies were received from Mr P Box, Mr P Burbidge, Mr J Chapman, Mr M Farmer, Mr R Leece and Mrs C Woods.

The Chairman welcomed Councillor JG Lester newly appointed Cabinet Member – Young People and Children’s Wellbeing

Councillor Lester thanked the Forum for their welcome. He outlined his experience in the sphere of education and acknowledged the challenges he faced in his role and the importance of meeting those challenges.

205. NAMED SUBSTITUTES

Mrs A Pritchard substituted for Mr R Leece.

206. DECLARATIONS OF INTEREST

None.

207. MINUTES

RESOLVED: That the Minutes of the meeting held on 13 March 2015 be confirmed as a correct record and signed by the Chairman, subject to correcting resolution b in Minute no 200 to reflect the correct title of the Director.

In relation to Minute no. 199 – permanent funding for safeguarding education in the multi-agency safeguarding hub (MASH), the Assistant Director, Education and Commissioning reported that a decision from the Secretary of State was awaited and it was proposed to proceed on the basis of a service level agreement if that approval was not forthcoming. Recruitment to the MASH was being undertaken.

In relation to Minute no 201 - Whitecross PFI Scheme the School Finance Manager reported that the proposed contract variations had not in the event been signed by Integral. Stepnell had offered further savings. Discussions with Integral would continue.

208. PUPIL REFERRAL UNIT FUNDING - FINAL PROPOSALS

Further to the report to the Forum in March 2015 the Forum considered the final proposals for Pupil Referral Unit (PRU) funding effective from 1 September 2015 following consultation with Herefordshire Association of Secondary Headteachers (HASH).

The School Finance Manager presented the report. He reported that HASH had suggested a minor amendment to the original proposals and this had been accepted in bringing forward final proposals as set out in the report.

RESOLVED: That the final proposals as agreed with the Herefordshire Association of Secondary Headteachers are approved for implementation from 1st September 2015 as follows:

- (a) the local authority fully funds vacant, second and third year key stage 4 places at £10,000 per place;
- (b) funding for first year places (key stage 4) is shared by the secondary school seeking the place (both permanent exclusions and placed for other reasons) and the local authority on a sliding scale per academic year as set out below
 - (i) Academic year 2015/16 school £4,000 local authority £6,000
 - (ii) Academic year 2016/17 school £5,000 local authority £5,000
 - (iii) Academic year 2017/18 school £6,000 local authority £4,000;
- (c) high needs top-up payments as determined by the assessment matrix, and expected to be on average £5,000 per pupil, to be paid by the local authority to the PRU for key stage 3 and 4 pupil pro-rata to occupancy; and
- (d) Key stage 3 places are funded per half term at £1,666.67, irrespective of the number of days occupied, payable by the school requiring placement.

209. MEMBERSHIP OF SCHOOLS FORUM

The Forum reviewed the membership of Schools Forum and the Budget Working Group.

The report stated that the membership remained consistent with the requirement that primary schools, secondary schools, and academies must be broadly proportionately represented on the Forum.

RESOLVED:

- That (a) it be noted that no amendment to the membership of the Forum is required, as set out at Appendix 1 to the report; and
- (b) It be noted that no amendment to the membership of the Budget Working Group is required, as set out in appendix 1 to the report.

210. BUDGET PLANNING FOR THE NEXT THREE YEARS

The Chairman reported that it was proposed to discuss the presentation on the development of a financial approach for the future in an informal workshop setting rather than as part of the formal agenda.

Delegated authority was sought to give effect to any actions resulting from the workshop.

RESOLVED: That the Assistant Director, Education and Commissioning be authorised to take any action considered necessary in the light of matters arising from the workshop following consultation with the Chairman and Vice-Chairman of the Forum and the Chairman of the Budget Working Group, reporting back to the Budget Working Group and the Forum as appropriate.

211. REGIONAL WORKSHOP

The Chairman reported on a regional meeting of Chairs of Schools Forums from the South West held at Clevedon on 21 May.

She expressed satisfaction that Herefordshire Schools Forum appeared to working effectively with a good working relationship between Forum members and officers.

212. WORK PROGRAMME

The Forum noted its work programme.

213. MEETING DATES

Noted.

Retirement of Chairman of the Forum

It was noted that it was likely to be the last meeting chaired by Mrs Strutt prior to her retirement.

The Forum thanked Mrs Strutt for her chairmanship. Mrs Strutt commented that the Forum had had to deal with some challenging issues but had worked well collectively.

The meeting ended at 9.50 am

CHAIRMAN