

# LEWISHAM SCHOOLS FORUM



## *Minutes of the meeting held on Thursday 1<sup>st</sup> March 2012*

In Civic Suite

Membership (Quorum = 40% i.e. 8)

✓ = present    ✗ = absent

		Attendance
<b>Primary School Headteachers</b>		
Irene Cleaver	Athelney	✓
Steve Davies	Coopers Lane	✓
Liz Booth	Dalmain	✓
Paul Moriarty	Good Shepherd	✗
Helen Johnston	Launcelot	✓
<b>Nursery School Headteacher</b>		
Nikki Oldhams	Chelwood	✓
<b>Secondary School Headteachers</b>		
Anne Potter	Addey & Stanhope	✓
Bob Ellis	Conisborough College	✓
Erica Pienaar (Chair)	Prendergast	✓
Carolyn Unsted	Sydenham	✓
<b>Special School Headteacher</b>		
Tim Stokes	Pendragon	✓
<b>Primary &amp; Primary Special School Governors</b>		
Keith D'Wan	Athelney	✓
Brian Lymbery (Vice-Chair)	Lucas Vale	✓
Mark Simons	Coopers Lane	✗
<b>Secondary &amp; Secondary Special School Governors</b>		
Simon Nundy	Trinity	Apologies
Nick Day	Sydenham	✗
<b>Academies</b>		
Declan Jones	Haberdashers' Aske's	✓
<b>14-19 Consortium Rep</b>		
Dympna Lennon	Addey & Stanhope	Apologies
<b>Early Years Rep</b>		
Val Pope	Pre School Alliance	Apologies
<b>Diocesan Authorities</b>		
Rev Richard Peers	Southwark of Diocesan Board of Education	✗
Michael Cullinane	Archdiocese of Southwark Schools Commission	✗

<b>Observers</b>	
Frankie Sulke	Executive Director For Children & Young People
Alan Docksey	Head of Resources
Kim Knappett	ALT (standing in for Martin Powell-Davies NUT)
<b>Also Present</b>	
Dave Richards	CYP Group Finance Manager
John Russell	Service Manager
Hayden Judd	Principal Accountant School's Team
Chris Threlfall	Head of Education Development
Sue Tipler	Head of Standards and Achievement
Denise Castle	Clerk
Janita Aubun	School Accountant

## **Apologies for Absence**

Apologies were received from Dympna Lennon, Val Pope and Simon Nundy.

### **1. Minutes of Meeting held on 12<sup>th</sup> January 2012.**

The minutes were agreed and signed by the Chair.

### **2. Matters Arising**

There were no matters arising from the minutes that were not covered by the agenda.

### **3. Reorganisation of special educational needs and children with disabilities**

Frankie Sulkie presented the report on the Complex Needs Review Savings proposals which was presented to Mayor and Cabinet on 15<sup>th</sup> February 2012. The review was personally led by Frankie Sulkie to identify how best to bring services together in order to improve outcomes for these children and young people and also to improve the experience of children, young people and their families or carers. The review was designed to identify savings in management and process costs as well as in streamlining provision without compromising support for children and families.

The Mayor approved that consultation should begin on the proposals identified from the Management Review of services:-

- Reorganise services within the Directorate for Children and Young People to bring together all assessment, planning, intervention and support functions
- Deletion of a service manager post
- Reconfigure the Inclusion Service
- Realign other services relating to children with special and complex needs

The Review proposes that a single assessment process for children should be conducted through a single service, managed by Ian Smith, Director of Children's Social Care. All staff presently working for Special Educational Needs will transfer to Children's Social Care and a further review of the service will follow approximately six months after the consultation period.

The Review identified that there is a need to increase the number of Educational Psychologists (EPs) and that the management of this service should be moved to Sue Tipler, Head of Standards and Achievement. The EPs need to fulfil a role in assessing individual children for statutory assessment of SEN and need more capacity to do this. EPs also need to work to improve schools' capacity generally to teach children with SEN effectively. This would have significant benefits in linking their work more closely to other school improvement work. The EPs also provide support in school settings to under 5s providing statutory services. In many cases the children receiving support have ASD Needs and these services use expertise similar to that at Drumbeat. Therefore an enlarged EP team and additional resources to Drumbeat for 0-5s would be appropriate. Some of the savings identified can be used to increase the number of EPs with specific early years expertise and to increase the expertise of Drumbeat to include early years.

It is proposed that the implementation takes place in two stages.

- First is that services are brought together under newly proposed management lines of responsibility

- Secondly following the merger a further review of the processes to identify further efficiencies and savings

The report shows the financial impact of the review: £1.148m of resources is available for realignment. £905k will be reinvested in other ways see table 14.2, leaving £243k. Within the reinvestment of £905k, two items are one-off (£60k for transitional support for under 5s, and £100k for the project management support for implementation) these savings will release a further saving of £160k in 2013/14.

The review indicates that savings in expenditure totalling £561k can be achieved in a full year. In a subsequent full financial year this increases to £721k including the release of the once-off savings as mentioned above.

#### **4. School Therapies**

In July 2011 a report was presented to Schools Forum on the outcomes of the Commissioning Review of Therapies Services and the implications for school services. The conclusion of the review was that available resources need to be targeted more effectively to meet assessed needs and clinical priorities.

Commissioners have been working with Lewisham Healthcare NHS Trust to reshape services to deliver the recommendations of the Therapies review. Models for therapies need to be worked through and primary and secondary head representatives need to volunteer to attend meetings to discuss the proposals and feedback to Warwick Tomsett. This will enable the Lewisham Healthcare NHS trust to present costed models of intervention to schools for the delivery of therapy services at low and medium levels of clinical need.

**Decision :** Alan Docksey agreed to report on progress and request for volunteers to Warwick Tomsett.

#### **5. Schools Budgets**

Dave Richards presented the report to consider the level of the Dedicated Schools Grant (DSG) for 2012/13 and to ask Schools Forum to agree how this will be allocated in 2012/13 to schools and central services.

##### Recommendations

i) Forum agrees with the continuation of each of the following projects that are funded through a top-slice from the DSG.

1. Management support to PFI/New Schools
2. New Woodlands Outreach
3. Persistent Absence
4. Teenage Mothers
5. Tutors for Looked after Children - Year 6
6. Social Workers at New Woodlands / Abbey Manor College
7. Partnership Development
8. Additional tutors for Looked after Children – Key stage 3
9. Social Workers in special schools
10. Mental Health Support Services in schools.

**Decision :** Agreed

ii) Forum agreed to set the Dedicated Schools Grant budget at £234,713k and the Individual Schools Budget at £204,285k for 2012/13

**Decision :** Agreed

- iii) Forum agreed that the following funding factors should be outside the minimum funding guarantee.
1. Transitional protection for cash falls in school budgets
  2. Resource Bases

**Decision :** Agreed

- iv) Forum agreed that bulge class funding and permanent expansion pump priming be accommodated in the reorganisation factor within the funding formula.

It has been agreed with the schools to fund start up costs some of which fall into 2012/13 and this has been built into the schools' budgets for the coming years subject to the outcome of the current consultation.

**Decision :** Agreed

- v) Forum agreed to increase all the pupil led funding rates in the formula  
Forum agreed that the proposal to devolve via the AWPU is a fair way to ensure all pupils receive an allocation.

**Decision :** Agreed

- vi) Forum were asked to consider proposals in order to devolve £1m of extra funding.

Forum agreed that firmer details relating to the proposals should be presented to members before decisions could be reached. Forum agreed that Alan Docksey should email detailed proposals to members for approval. Members that do not respond will be taken as agreeing to recommendations. To enable allocations to be devolved to schools at the earliest opportunity Forum agreed that Erica Pienaar will agree Chair's Action.

**Action :** Alan Dockey to co-ordinate for Chair's Action

- vii) Forum agreed to a breach in the central expenditure limit to fund any proposals agreed in vi) above.

- viii) Forum agreed that the Upper Pay Spine factor for post 16 provision is abated by the percentage of pupils in the sixth form. It was agreed that all schools should be treated in the same way.

**Decision :** Agreed

## 6. **Postal Traded Services**

Alan Dockey presented a report on the Schools 'Blue Bag' service. It was proposed that Children and Young People reduce the costs of the Customer Services SLA which provides a daily mail service for schools by at least £20k. It was identified that an increase of over 30% would be needed to produce a self-financing service.

Two options were proposed:-

- Reduction of service to an alternate day service (SLA would however increase by inflation of 5% in line with other SLAs)
- Increase charges to schools in line with costs of service

**Decision** : Forum asked Alan Docksey to carry out a survey to see which is the preferred option

## **7. Budget Monitoring**

Dave Richards presented the budget monitoring report 2011/12 as at the end of January 2012. Forum noted the current forecast position. In summary the pressures of £1,017k in 2011/12 will be met by savings in year. Under current legislation any balance at the year end will be rolled forward to the next financial year. While the DSG will balance in 2011/12 it masks the underlying problem of the overspends on SEN budgets. It is imperative that strong financial control is maintained on these budgets and while these budgets are needs led, sufficient and appropriate provision at an affordable costs needs to be readily available to avoid having the same financial problems next year.

## **8. Benchmarking Data**

Dave Richards presented a report to consider the level of school balances over the last decade and compares the position of Lewisham schools with schools in the rest of the country and London.

It was noted that the reduction in the carry forward during 2009/10 was mainly due to the focus Forum placed on the Balance Control Mechanism (BCM). 2010/11 saw an increase in balances but it was accepted that this was not surprising in the current economic times as there is a natural desire for schools to hold resources to counter the current financial uncertainty

Central Government enabled Schools Forum to decide whether they wished to operate a BCM and Forum decided to continue with this. Schools have been asked to make a return of the excess balances by 7<sup>th</sup> March. These will be considered by Sue Tipler Head of School Improvement and Dave Richards before recommendations on whether any school should be capped are brought to the Forum.

## **9. Any other business**

Date of next meeting 17<sup>th</sup> May 2012

### **SCHOOL FORUM ACTION SUMMARY – from School Forum held on 1<sup>st</sup> March 2012**

<b>ITEM</b>	<b>ACTION TO BE TAKEN</b>	<b>OFFICER(S) RESPONSIBLE FOR ACTION</b>	<b>OUTCOME / CURRENT POSITION</b>
4	Primary and Secondary Head volunteers required for School Therapies consultation	Warwick Tomsett	
5 vi)	Email members detailed proposals for devolving £1m extra funding to school for a Chairs' Action decision	Alan Docksey	See Item 4 on Agenda for 17 <sup>th</sup> May
6	Consult with schools on proposals for Postal Services SLA	Alan Docksey	See Item 4 on Agenda for 17 <sup>th</sup> May