



## LEWISHAM SCHOOLS FORUM

### Minutes of the meeting held on Thursday 15<sup>th</sup> July 2010 at The Civic Suite, Lewisham Town Hall

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

✓ = present    ✗ = absent

		Attendance
<b>Primary School Headteachers</b>		
Irene Cleaver	Athelney	Apologies
Steve Davies	Coopers Lane	Apologies
Liz Booth	Dalmain	✗
Paul Moriarty	Good Shepherd	✓
Juliet Cooper	Kilmore	Apologies
<b>Nursery School Headteacher</b>		
Nikki Oldhams	Chelwood	✓
<b>Secondary School Headteachers</b>		
Anne Potter	Addey & Stanhope	✓
Bob Ellis	Conisborough College	Apologies
Erica Pienaar (Chair)	Prendergast	✓
Barbara Williams	Sydenham	Apologies
<b>Special School Headteacher</b>		
John Sharpe	Brent Knoll	Apologies
<b>Primary &amp; Primary Special School Governors</b>		
Keith D'Wan	Athelney	✓
Malcolm Conlan	Launcelot	✗
Brian Lymbery (Vice-Chair)	Lucas Vale	✓
<b>Secondary &amp; Secondary Special School Governors</b>		
Terry Scott	Addey & Stanhope	✗
Michael Wheeler	Forest Hill	Apologies
Nick Day	Sydenham	✓
<b>Parent Governors</b>		
Roger Stocker	Conisborough College	✗
<b>14-19 Consortium Rep</b>		
Dympna Lennon	Addey & Stanhope	Apologies
<b>Early Years Rep</b>		
Val Pope	Pre School Alliance	✓
<b>Diocesan Authorities</b>		
Rev Richard Peers	Southward of Diocesan Board of Education	✗
Michael Cullinane	Archdiocese of Southwark Schools Commission	✗

<b>Observers</b>	
Alan Docksey	Head of Resources
<b>Also Present</b>	
Dave Richards	CYP Group Finance Manager
Juliana Poloczanska	Clerk
Chris Threfall	Head of Education Development
Sue Tipler	Head of Standards & Achievement
John Russell	Service Manager : Educational Access
Christine Grice	Head of Access & Support Services
Floyd Roberts	Principal Accountant Schools Team
Heather Day	Graduate Accountancy Trainee Schools Team

## **Apologies for Absence**

Apologies were received from Frankie Sulkie, Irene Cleaver, Steve Davies, Juliet Cooper, Bob Ellis, Barbara Williams, Jon Sharpe, Michael Wheeler & Dymna Lennon. Keith D'Wan confirmed he had given apologies for the meeting of 20<sup>th</sup> May 10.

### **1. Minutes of Meeting held on 20<sup>th</sup> May 2010**

The minutes were agreed and signed by Chair.

### **2. Matters Arising**

None.

It was proposed that due to the current financial situation that hospitality would not be provided at future meetings, coffee would be still available. Agreed by members.

### **3. Children and Young People Directorate in-year savings and long term financial positions.**

Alan Docksey presented the report that looks at the in-year savings Local Authorities are required to make and the likely budget reductions that will be required over the next three years.

The report highlighted reductions to the 2010/11 Area based Grants of £2.2m.

Discussions followed surrounding ICT Harnessing technology grant, the DfE announced further reductions on the 6<sup>th</sup> July making 50% cut in total grants. It was agreed that notification would be made via the schools mailing on Monday 19<sup>th</sup> July, with full details being published on the Fronter website before the end of the summer term. This will enable schools to prepare for these in year cuts, as budget plans submitted for 2010/11 would not include the reduction.

It was agreed that schools should be encouraged to work in quadrants in the Autumn term. The chair asked how do schools respond to cuts? work would need to continue on value for money and benchmarking, it was noted benchmarking for nurseries was still to follow.

The savings and the timetable reported to the Mayor and Cabinet this week needs to be communicated to schools, savings relating in 2011/14 could be reported in the Autumn term.

**Action point** : Schools to be notified regarding ICT Harnessing Tech cuts prior to end of summer term. 2011/14 savings to be communicated to schools in the Autumn term.

**Action point** : The LA will facilitate the quadrants working together by setting up meetings in September.

### **4. Special Educational Needs Review**

John Russell outlined the considerations of the protocol for the assessments of SEN and the implementation of statements. Drawing attention to the cease to maintain policy, which allows statements to be

ceased in cases where pupils have met their targets and the timescale for resubmitted cases.

Concerns were raised regarding the expectations that schools would have to provide a certain amount of funding from their resources to supplement the matrix money. It was noted that if a particular school had a disproportionately high level of SEN this would be unfair.

Discussions followed regarding the need to communicate strategies to parents and the need to draw on partnerships from the private and voluntary sectors.

**Decision : Take to next Secondary Strategic and return to future Schools Forum**

#### **5. Capping of school carry forwards**

Dave Richards reported on the three schools that exceeding the capping limit without authorisation. It was noted any balances capped would be used to finance bulge classes.

**Adamsrill** has exceeded the cap for two years running therefore members decided to cap the excessive balance of £98k, agreeing that the school could appeal to the LA.

**Decision : Excessive balance to be capped**

**Grinling Gibbons** have not previously exceeded the cap, it was agreed that the balance would not be capped.

**Decision : No capping**

**Holy Trinity** has exceeded the cap for two years running therefore members decided to cap the excessive balance of £82k, agreeing that the school could appeal to the LA.

**Decision : Excessive balance to be capped**

**Both schools capped to be informed and of their ability to appeal to The Executive Director and Head of Resources.**

#### **6. Early years pilot**

Members were updated on the current position and the progress of the pilot scheme. The opinion was put forward that terms of reference for any future groups need to be tighter and also that day to day implications were not modelled.

It was noted that charging for additional hours was agreed at the Mayor and Cabinet on the 14<sup>th</sup> July, the standard rate across all Lewisham schools to be £4.50 per hour.

**Decision :**The sub group will review the early year changes next year

#### **7. Carbon Reduction Commitment (CRC)**

Dave Richards presented this report, making members aware of the scheme and highlighting possible fines that will be passed onto school. All schools must register their meters by September 10, 19 schools

have yet to submit data. Officers are to follow up each school individually.

**Decision** : A further report would be submitted to Forum in the Autumn.

**8. FMSiS**

Dave Richards presented a report updating members on the progress of FMSiS, it was noted all schools have met the standard apart from Forest Hill Secondary, Secondary's have been assessed for the second time.

Concern was voiced as although the assessments are to be carried out every three years, some schools are being assessed sooner, depending when in the Financial year the assessments are being carried out. However schools will on average be assessed every three years.

**9. Expansion of Academies policy**

Dave Richards explained that Lewisham has 21 outstanding schools and it was brought to members attention what the financial impact would be on the DSG, if these schools decided to become academies.

It was noted that the Roman catholic Archdiocese was urging schools not to choose this option.

**10. Any other business**

Alan Docksey updated schools regarding fraudulent standing orders that had been set up on employees personal bank accounts, a line of enquiry has been identified, an update would be given to members at a later meeting.

**SCHOOL FORUM ACTION SUMMARY – from School Forum held on 15<sup>th</sup> July 10**

ITEM	ACTION TO BE TAKEN	OFFICER(S) RESPONSIBLE FOR ACTION	OUTCOME / CURRENT POSITION
3	Schools to be notified regarding ICT Harnessing Tech cuts prior to end of summer term. 2011/14 savings to be communicated to schools in the Autumn term. The LA will facilitate the quadrants working together by setting up meetings in Sept	Dave Richards	
4	Take to next Secondary Strategic and return to future Schools Forum	John Russell / Sue Tipler	
5	Excessive balances for Adamsrill and Holy Trinity to be capped.	Dave Richards	
6	The sub group will review the early year changes next year.		
7	CRC update to be given in Autumn term	Alan Docksey	
AOB	Report on Fraudulent Standing Orders	Alan Docksey	

**SCHOOL FORUM ACTION SUMMARY – from School Forum held on 20<sup>th</sup> May 10**

ITEM	ACTION TO BE TAKEN	OFFICER(S) RESPONSIBLE FOR ACTION	OUTCOME / CURRENT POSITION
3	Recommendations to be reviewed and brought back for agreement	John Russell	Reported at 15 July meeting
5	A report be presented to the next forum to confirm whether any schools should be capped A report to be brought to the next forum	Dave Richards / Sue Tipler Dave Richards	Reported at 15 July Meeting
8	The academies to be contacted to appoint a representative to Forum.	Dave Richards	LA was notified of the academy representative July as Declan Jones HAKA
AOB	Report on Innovation Grant	Dave Richards	

