

THE SCHOOLS FORUM

**Wednesday 3rd July 2019 at 5pm in The Leagrave Centre, Strangers Way,
Luton LU4 9ND**

Schools Members:

Governors: Roger Kendrick (Secondary), Gamini Subasinghe (Secondary), Lesley McCullagh (Central Primary), Peyman Owladi (South Primary)

Headteachers: Chris Day (Pupil Referral Unit), Daryl Pritchard (Nursery), Jenny Wightman (North Primary), David Bradshaw (South Primary), Colin Pickard/Richard Fordham (East Primary), Edel Gillespie (West Primary), Mike Austins (Central Primary), Karen Johns (Secondary), Hilary Davies (Special School)

Academies Representatives: Daniel Connor, Teresa Kelly, Joe Richardson, Amelia Whitehouse, Ian Joyce, David Graham

Non-Schools Members:

Altat Hussain – Providing education beyond age 16 Representative

Helen Middleton – Early Years Representative

Cllr Mahmood Hussain – Portfolio Holder Children and Learning

Gibson Manyukwi – Trade Union (Teaching)

Member Attendees

Chris Day	CD	Pupil Referral Unit Representative (Chair)
Roger Kendrick	RK	Secondary Governor
Peyman Owladi	PO	South Area Primary Governor
David Bradshaw	DB	South Primary Headteacher
Richard Fordham	JM	East Primary Headteacher
Edel Gilespe	EG	West Primary Headteacher
Karen Johns	KJ	Secondary Headteacher
Hilary Davies	HD	Special School Headteacher

Officer Attendees

John Wigglesworth	JW	Service Director – Support, Challenge & Intervention
Rustum Setna	RS	Principal Accountant, Schools
Debbie Craig	DC	Senior Education Officer
David Mackness	DM	Catering Services Manager

Agenda Item		Action
1	Welcome and introductions	CD – Welcome everyone. Last meeting for the academic year
2	Apologies	<p>Apologies had been received in advance of the meetings from:</p> <ul style="list-style-type: none"> • Teresa Kelly • Joe Richardson • David Graham • Helen Middleton • Amelia Whitehouse • Atif Iqbal • Councillor Hussain <p>Rob Roche resigned as member for the North Primary Governor</p> <p>CD - Introduced Jaspreet to forum as a substitute Schools Forum clerk and informed Forum that we are looking to recruit permanently. Thanked Sabia for her time in the role.</p> <p>All apologies were accepted.</p>
3	Previous minutes	<p>The previous minutes were reviewed page by page for accuracy.</p> <p>Agreed. No amendments required.</p>
4	Matters arising	<p>CD - The matters arising from the previous minutes are tabled on the last page of those minutes.</p> <p>Item 1 – Invite a SENCO to be part of forum in an advisory capacity and wouldn't have voting rights.</p> <p>JW - Linda Delmar taking over leadership work around the local authority working with School SENCO's as from September. She will send expression of interest for that role.</p>
5	Declarations of interest	<p>CD asked if any members of the School Forum wished to make a declaration of interest. <i>There were none declared.</i></p>
6	Local and National Update	<p>JW – Waiting for some government action on the spending review. Still believed to be in October. Critical for individual school budget, high needs, nurseries around supplementary funding.</p>

		<p>CD – A significant impact on vulnerable children where Bedfordshire police have successfully received close to £1m funding and CAMS bid which is positive news and information to come out soon</p>	
7	Catering Report	<p>CD introduced the paper on the Catering Report (part 2). Voting would be required by all school members of the Forum. Indicative vote as we need 9 members to be quorate but there were only 8 present.</p> <p>DC presented report</p> <p>EG – Option 3 price per meal what would that be based on?</p> <p>DC – Cost of actually delivering a school meal in that specific schools kitchen</p> <p>DM – Priced on individual school, which include Council overheads</p> <p>EG – Heads would like costing breakdown to make it clear</p> <p>DM – This will become transparent</p> <p>HD – Average £4.00 per head which is too high and not possible for our parents as they have 2 or 3 children in special schools. How do you protect the vulnerable?</p> <p>DC – This will be the discussion with members if you agree this approach. We'll make them aware of the risks and potential risks.</p> <p>JW – We tried to be very clear about the risks from the beginning. We can't run the service at a loss. Council members may choose to make a subsidy in certain circumstances then situation would change. I have a meeting with Chief Executive, Portfolio Holder and Trading to outline the situation. Some kitchens from a commercial basis will not be able to provide meals. Unfortunately not able to subsidise kitchens who are not profitable. Although there is a vote here, decisions have been made by the number of schools. Everyone should be aware of the consequences.</p>	

		<p>CD – Referring to what HD mentioned about vulnerable children, It's not just about Special Schools and special circumstances. Service provided in maintained schools across Luton to ensure offering inclusive options. Do you think School Heads have considered any collective responsibility for that issue?</p> <p>HD – It's hard as I understand that schools have to balance their budgets. There is a responsibility to vulnerable children</p> <p>JW – SEN won't be the only vulnerable children. We have tried to bring this issue to Forum early to make conscious decision. Numbers are now at point that it can't be in the DSG. DSG will be running at a significant loss.</p> <p>DC – Tender with all the special schools together might have better option</p> <p>HD – Specialised meals in Lady Zia and Richmond Hill are more generic.</p> <p>JW – We need a detailed analysis on kitchen by kitchen basis. It's also dependent on the council accepting into the general fund.</p> <p>PO – What is the effect if we don't remove from DSG?</p> <p>JW – If kitchens left one by one especially profitable kitchens we would be left with a vast overspend in the DSG</p> <p>PO – Costs shared over the remaining schools</p> <p>JW – It would not be affordable to those schools, or we subsidise them heavily which we cannot afford</p> <p>Voting results were:</p> <ul style="list-style-type: none"> • 7 members were in favour • 0 member were against • 1 member abstained from voting <p>DC and DM left 17:33</p>	
8	Admin Arrangements of Central	CD introduced the paper on Admin Arrangements of Central Government Grants. The report was for comments only and no voting required.	

	Government Grants	<p>RS presented the report</p> <p>CD – What is difference between Scheme 1 and Scheme 2?</p> <p>RS – Scheme 1 have all money in bank account and run their own payroll and Scheme 2 are within local authority payroll and some of their money is kept centrally</p> <p>EG – Why are we paid quarterly and not one annual amount</p> <p>RS – You are a Scheme 1 school. Most grants received quarterly. Scheme 1 schools receive actual cash and we have only received one quarter payment to pay out. Scheme 2 schools are paid by journals which do not affect cash flow so we can pay them annually.</p>	
9	School Balances	<p>CD introduced the paper on School Balances. The report was for comments only and no voting was required</p> <p>RS presented report</p> <p>Not able to provide 3 year balances as still 8-10 outstanding, report will be finalised for the next meeting.</p> <p>EG – Schools that gone into a deficit any particular type of schools?</p> <p>RS – Mixture of schools – nurseries, specials, primary etc.</p> <p>CD – Collective figures. Not going to be shown for each school.</p>	
10	DSG 2019-20 Period 2 Update	<p>CD introduced the paper on DSG 2019-20 Period 2 Update. The report was for comments only and no voting was required.</p> <p>RS presented report</p>	
11	AOB – Forward Plan	<p>CD mentions the forward plan for information.</p>	

		<p>RS – Main point to make, May meeting is usually cancelled as not much goes on. Use this date to look at future forums meetings.</p> <p>CD – Need a time to ask local authority officers to come in and explain where we are and increasingly now looking at invest to save. This would be a time to unpick these.</p> <p>EG – May meeting also SATS week. Can this be changed for week after or week before?</p> <p>CD – Following tonight's attendance and we have one resignation, ahead of next meeting to encourage attendance, just to get clarity of plan of action.</p>	<p>RS</p> <p>Clerk</p>
12		The next meeting takes place on the 18th September 2019 at The Legrave Centre .	

Summary of Required Action

Agenda Item	Action	Officer	Completed
11	Forward Plan for Schools Forum – Change May meeting to either week before or after	RS	
11	Email to forum members about attendance and vacancies before the first meeting in September	Clerk	