

Warrington Schools Forum

Membership

Membership with differentiated voting rights ~ Total Membership of 25, of whom 21 are entitled to vote on funding formula issues										
Sector Representation (21)	Appointed by the Council following election by:	Member	Dates and Attendance							Tenure Ends
			22 March 2016	28 June 2016	27 Sept 2016	6 Dec 2016				
Maintained Nursery School Senior Staff (1)	Primary Headteachers Group	Jane Wilkie (JW)	P							Jan 2020
Special School Staff (1)	Special School Headteachers Group	Mike Frost (MF)	P							Jan 2020
Special School Governor (1)	Governors Forum	Mike Evans (ME)	P							Jan 2020
PRU (1)	PRU Management Board	Karen Thomson (KT)	A							Jan 2020
Academy (4)	Academy Schools	Gwyn Williams (GW)	P							Jan 2020
		Tim Long (TL)	A							Jan 2020
		Ben Dunne (BD)	S							Jan 2020
		Andrew Bent (ABe)	P							Jan 2020
Maintained Primary School Sector (9)	WAPH (5)	Andrew Redman (AR)	A							Jan 2020
		Chris Metcalfe (CM)	X							Jan 2020
		Gary Cunningham (GC)	P							Jan 2020
		Nick Toyne (NT)	A							Jan 2020
		Lyndsey Glass (LG)	P							Jan 2020
	Governors Forum (4)	Stuart Munslow (SM)	P							Jan 2020
		David Hart (DH)	P							Jan 2020
		Janet Lazarus (JL)	P							Jan 2020
		Peter Ashurst (PA)	P							Jan 2020
Maintained Secondary School Sector (3)	WASCL (2)	Bev Scott-Herron (BSH)	P							Jan 2020
		Vacancy	-							Jan 2020
	Governors Forum (1)	Rebecca Knowles (RK)	X							Jan 2020
Private Voluntary and Independent Providers (1)	PVI Providers Forum	Ginny Taylor (GT)	P						Jan 2020	

Representing		Member										Tenure Ends
<u>Non-Schools Members (4)</u>												
Anglican Diocese (1)		Jacqui Wightman (JW)		P								Jan 2020
Roman Catholic Diocese (1)		Tim Warren (TW)		P								Jan 2020
16-19 Institutions (1)		Gail Stonier (GS)		S								Jan 2020
Parent Governor (1)		TBC		-								Jan 2020
Independent Chair		Maureen Banner (MB)		P								Jan 2020
Representing												
<u>Warrington Borough Council</u>												
Interim Operational Director of Universal Services		Hilary Smith (HS)		P								
		tbc		-								
Chief Finance Officer		James Campbell (JC)		P								
		Garry Bradbury (GB)		P								
Executive Member for Children and Young People's Services		Cllr Jean Carter (CllrJC)		A								

Key

P ~ Present

A ~ Apologies

X ~ Absent with no apologies

S ~ Substitute

- ~ Vacancy

O ~ Observer

Non-School Member Representing Trades Unions

Shaun Everett – NUT

Substitutes:

Jayne McKay (on behalf of Gail Stonier)

Judith Wright (on behalf of Ben Dunne)

Observers:

Gerard Connor - NASUWT

Presenting an Item:

Bryan Magan

Mark Tune

Melanie McHale

Minutes:

Gill Sykes

Warrington Schools Forum

Minutes – Final version as agreed on 28 June 2016

Tuesday 22 March 2016

5.15 – 7.00 pm

Conference Room 1st Floor New Town House

	Item	Action
1	<p>Apologies and Welcome</p> <p>The Chairperson welcomed all to the meeting and introductions were made. Apologies were received from Ben Dunne, Gail Stonier, Nick Toyne, Andrew Redman, Cllr Jean Carter, Karen Thomson and Tim Long.</p>	
2	<p>Minutes From the Previous Meeting and Matters Arising</p> <p>The minutes were accepted as a true record.</p>	
3	<p>Membership</p> <p>Updated membership list presented to the meeting.</p>	
4	<p>(a) FSM Process</p> <p>HS informed that members of the team undertaking FSM assessment met with business managers and headteachers and identified a process schools were positive about. The new process was sent out in School-News.</p> <p><i>AGREED – primary and secondary (maintained high schools) agreed to de-delegation.</i></p> <p>(b) De-delegations outstanding items</p> <p>As no secondary maintained reps were at the last meeting all the de-delegated items are up for discussion. The primary reps agreed to de-delegation of all but two items and this will be discussed further with their membership for the overall decision, and GB will report back.</p> <p><u>Trade Union Facilities Agreement</u></p> <p>Discussed at the last meeting with concern around the equality of the arrangements. There is a funding gap for the agreement as some secondary schools who previously contributed no longer contribute now they are an academy. Options to be explored</p>	

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	<p>might involve individual agreements with individual schools or funding levied on individual members.</p> <p>GB informed that it is a HR arrangement with a finance arrangement around it. The funding is already in schools' budgets. Funding is clawed back via journal transfer (invoicing was attempted for Academies for the amount equivalent to a de-delegation).</p> <p>SE informed that there has been a history of cooperation between schools and the local authority and this has contributed to good industrial relations for many years. UCAT have made payments into the pot, and perhaps other academies could be encouraged to contribute.</p> <p>JW informed that the primary schools would agree to de-delegation but only if all schools agreed (including academies).</p> <p>It was noted that five/six academies do not wish to join. GW requested clarity around how the figure charged has been arrived at, which unions it covers and what service you receive for your contribution.</p> <p>Agreement could not be reached and it was proposed for HR to attend the WASCL and WAPH meetings to clarify details.</p> <p>Action: HS to invite HR to the WASCL and WAPH meetings.</p> <p>Action: To be brought back to the next meeting to be finalised.</p> <p>It was noted that while no agreement has been made there is an interim period when schools are without union reps. The Chairperson asked what can we do to support schools in the interim and is there anything HR could suggest?</p>	HS
5	<p>Charging Proposals for Admission Appeals</p> <p>Bryan Magan provided details of the service and explained the options for charging proposals noted in his report.</p> <p>The group discussed the options, commenting that Option B might be the easiest but they did not feel that it would be the fairest. Their preferred option would be Option C and suggested using a banding system for charges.</p> <p><u>Recommendation</u></p> <p>The Schools Forum is asked to -</p> <ol style="list-style-type: none"> 1. Comment on the charging methodology/policy. NOTED 2. Note the Council's intention, subject to Government's planned revision of the scheme for financing schools guidance, to implement an additional extended 	

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	<p>charging policy to all schools in Warrington as appropriate and subject to consultation with the Schools Forum. NOTED</p> <p>3. Agree option B as the preferred charging methodology with effect from 1 April 2016. DISAGREED WITH OPTION B</p> <p>Agreed in principle to Option C but with a suggested charging structure comprising appropriate bands that are fair and equitable.</p> <p>Action: BM to return to the next Schools Forum with the costings.</p>	BM
6	<p>School Crossing Patrol</p> <p>Mark Tune presented his report to the group and explained that the provision of the SCP service is non-statutory and parents are assumed to have primary responsibility for getting their children to school irrespective of whether a service is provided, or a site is actively being covered. The council budget proposals for 2016/17 include seeking an alternative source of funding for the SCP service.</p> <p>Discussion took place around possible sponsorship, risk assessments, moral obligation for the service, zebra crossings, making roads safer, recruiting volunteers and all primary schools contributing whether they benefit from the service or not. Concern was raised about the impact of not having a SCP service and any possible future accidents.</p> <p><u>Recommendation</u></p> <ol style="list-style-type: none"> 1. The management of the SCP service is to be retained by the Traffic Management, Road Safety and Highway Adoptions team to ensure consistency and legitimacy of SCP operations. The service will be provided under a Service Level Agreement (SLA) at the start of the 16/17 school academic year in September 2016, depending on appropriate funding being available. The 'schools-pay model' enables a SCP service to continue; however where funding is not available or is limited, sites may be decommissioned on a priority basis. NOTED 2. The revenue budget allocation for School Crossing Patrols has been removed from 1st April 2016. It is anticipated that any SLA to continue the service will commence in September 2016. As there is also an intention to establish a Road Safety Trust to fund the patrol service in the future, it is intended to only request from schools that seven months funding allocation be provided for 2016/17 from the start of September to the end of the financial year. An indication of these costs at each site can be seen at Annex A. NOTED 3. The cost of supporting the patrols for the seven month period is estimated to be in the region of £65k. If this was proportioned across the 69 primary schools, this would be a contribution of £946 per school. NOTED 	

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	<p>The proposal not to contribute to the SCP service was reluctantly agreed in view of the budget constraints on schools. The vote by primary reps was carried by 6:1. JW noted that it was not their decision to remove crossing patrols, but a decision that they could not contribute to funding of the service.</p> <p>The Chairperson will send an email/letter to the Chief Executive to inform that following an emotional discussion, and because of the constraints on the school budgets, Schools Forum has reluctantly had to say no to making a contribution to the SCP service.</p>	
7	<p>Dave Roberts – SLA/Contracts Follow-up</p> <p>HS presented this item on behalf of Dave Roberts. A trading strategy is being developed and DR provided a report giving an update on the sustainability of council services traded with schools. It was noted that there will be a regular update as the strategy is developed.</p> <p>It is recommended that Schools Forum:</p> <ol style="list-style-type: none"> 1. Note the work of Enterprising Warrington and the efforts to become more efficient, effective and customer focused. NOTED 2. Encourage all schools to complete the SLA survey via My School Services in order to improve the data set used to make decisions on future services. NOTED 	
8	<p>(a) High Needs Cost Pressures 2016/17</p> <p>As requested at the last meeting, GB presented proposals for high needs allocation and explained the detail in the report. Although funding coming into the council has increased, it has not increased sufficiently. Across the board other authorities are finding that allocations are not sufficient.</p> <p>The vast majority of children with special educational needs are in mainstream settings, and this illustrates the importance of continuing to work together.</p> <p>(b) Invest to Save Bid</p> <p>The Warrington Inclusion Hub is an important forum looking at providing better local provision for high needs pupils. The Invest to Save bid involves investment in local expertise to lead to the creation of additional local capacity in order to save expenditure on expensive out of borough placements in the longer term. It was noted that Warrington is well placed to host a regional provision (ASD), which could be joint funded with other authorities and this might be something to explore going forward.</p>	

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	<p>It is recommended that Schools Forum:</p> <ol style="list-style-type: none"> 1. Note the contents of the report; NOTED 2. Note the work of the Warrington Inclusion Hub in developing a strategy to create an extended local offer with the aim of reducing expenditure on the highest cost placements; and NOTED 3. Note the requirement for the local authority and schools to work collaboratively in the future in light of the implications of the introduction of a National Funding Formula for schools in order to maintain a financially sustainable education system across Warrington. NOTED 	
9	<p>WEB Update</p> <p>The WEB was established 12/18 months ago and is now moving into a different phase as a result of the white paper. HS is proposing a review of membership and a review of the way the board operates (currently an information giving board).</p> <p>The schools leading on individual projects need to report back and demonstrate the ways in which the funding is being used and the impact it is having.</p> <p>The Chairperson noted that Schools Forum delegated money to the WEB for projects around improving the quality of education in Warrington and partnership working in schools, and there needs to be accountability from the WEB.</p> <p>Action: HS to provide a report for the next meeting covering a two year period.</p>	HS
10	<p>AOB</p> <p>Fair Funding Consultation</p> <p>GB presented his report to the group and informed that the consultation period closes on 17/04/2016. The local authority will be making a response and will share this. If Schools Forum wish to make a collective response there would need to be some consultation with forum reps. Schools can make individual responses and reps requested GB prepares a generic response for schools which can then be individualised before being submitted. It was noted that the early years funding consultation is being deferred to later in the year.</p> <p><u>Recommendation</u></p> <ol style="list-style-type: none"> 1. Schools Forum is asked to note the contents of the report. NOTED 2. Schools Forum is asked to decide how Warrington schools' responses to the Consultation(s) should be progressed. DECISION: GB to prepare a generic response for schools to individualise and submit separately. 	GB

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11	<p>Meeting schedule 28 June 2016, 5.15pm 4 October 2016, 5.15pm 6 December 2016, 5.15pm</p> <p>The Chairperson thanked everyone for attending and the meeting closed.</p>	