

SCHOOLS FORUM**Wednesday 10 June 2020, 2:00pm – 4:00pm****via Teams online****Attendees:**

Wendy Cording (WC)	Chair
Amanda Paddison (AP)	Education, Participation & Skills – Head of Business & Access
Jo Siney (JS)	Education, Participation & Skills – Head of SEND
Louise Jenkins (LJ)	Education, Participation & Skills – Finance Officer
Helen Slater (HS)	Education, Participation & Skills – Finance
Rebecca Trott (RT)	Education, Participation & Skills – Finance
Sue Smith (SS)	Early Years and Childcare Manager
Julie Bevan – Chair (JB)	PLT representative & Vice Chair
Karen Lilley (KL)	Early Years representative
Annamarie Allchurch (AA)	CE Diocese representative
Ciara Moran (CM)	PAPH representative
Anita Hemsli (AH)	PLT representative
Heidi Price (HP)	PAPH representative
Stephen Martin (SM)	Maintained Nursery Schools
Lisa Hartley (LH)	CEO PLP
Anne Thorne (AT)	SHAP Governor representative
Matthew Bindon (MB)	Alternative Provision representative
Andrea Hemmens (ASH)	SHAP representative
Martyn Cox (MC)	PLT representative
Aaron Meredith (AM)	PAPH representative
Amanda White (AJW)	Clerk to Schools Forum

Apologies:

Alison Botham (AB)	Director of Children's Services
Judith Harwood (JAH)	Service Director, Education, Participation & Skills
Lisa Boorman (LB)	Secondary representative
Mike Loveman (ML)	Special Schools representative

1. WELCOME & APOLOGIES	Action
As above.	
2. MINUTES FROM PREVIOUS MEETING ON 26 FEBRUARY 2020	
Minutes agreed.	
3. MATTERS ARISING	
<p>SS to update Forum in June regarding sustainable business models for providers and the matter of additional charges.</p> <ul style="list-style-type: none"> - <i>On hold due to the Covid-19 pandemic following the last meeting in February. This will be actioned during the Autumn term and will also be discussed at the Budget Modelling Group.</i> <p>Information to be sent to schools regarding the accessing the SEND Inclusion funding.</p> <ul style="list-style-type: none"> - <i>Information sent with the notes from previous meeting, and with papers for today.</i> 	SS/JS
4. OUTTURN 2019/20	
<p>The Chair wished to thank the finance team for their excellent management and reporting of budgets.</p> <p>Plymouth received additional High Needs funding in 2019/20 of £0.550m; this was included in the budget.</p> <p>The 2019/20 DSG allocation was increased due to the following:</p> <ul style="list-style-type: none"> • Additional £0.108m received through High Needs Block due to increase in import/export funding. There was also a small £0.009m adjustment at the beginning of the year relating to a change in deductions compared to the estimate at budget setting. • Additional £0.426m received through Early Years Block due to increased uptake 2019/20 • Additional £0.272m received relating to 2018/19 Early Years Block. <p>The final in-year overspend on DSG was £0.931m (previous forecast £0.991m) made up of:</p> <p>Schools Block – underspend of (£0.095m); year-end balance of growth fund Central Services – underspend of (£0.004m) on Schools Forum budget High Needs block – overspend of £1.190m (previous forecast £1.198m) Early Years block – underspend of (£0.161m) (previous forecast £0.112m)</p>	

The table below shows the year end forecast DSG balance.

DSG Balance Reconciliation (£m)	
Balance b/f from 2018/19 (surplus)	(0.589)
Actual overspend 2019/20	0.931
Under allocation	(0.333)
Year End adjustments - Post 16 HN funding (£16k) not included above and balance on contingency pot (£26k historic rates adjs)	0.042
Final EHWPB payment	0.151
Final year end DSG deficit balance	0.202
Deficit as % of total DSG funding	0.1%

The previous reported balance forecast was a deficit of £0.219m.

The detailed breakdown of the outturn is shown in paper 4.1.

5. BUDGET MONITORING 2020/21

The 2020/21 DSG allocation has been increased due to the following:

- Additional £0.058m received through High Needs Block, due to reduced deductions compared to budget setting.

The current forecast DSG underspend is (£0.866m).

At the moment this is all within the High Needs Block and relates to the residual contingency budget, a result of the additional £4m HNB funding in 2020/21. Budget Modelling Group are currently considering whether any proposals for the use of this funding are appropriate.

Paper 5.1 gives more detail regarding budget monitoring.

The table below shows the year end forecast DSG balance.

DSG Balance Reconciliation (£m)	
Balance b/f from 2019/20 - deficit	0.202
Forecast underspend 2020/21	(0.866)
Forecast year end DSG (surplus) balance*	(0.664)

*Note that proposals are being discussed to use the in-year HNB underspend before year-end, so there may not be a surplus.

The financial stability of maintained schools is monitored using the budget monitoring returns. 2 maintained schools and 1 maintained nursery school ended the financial year with a deficit and we are currently awaiting 3 year budget plans from all maintained schools. Any maintained schools forecasting a deficit position will be expected to enter into a licenced deficit agreement with the Local Authority where a 3 year plan will be produced to enable the school to eliminate their deficit within 3 years.

6.	SCHOOL BALANCES	
	<p>HS discussed paper No.6 detailing the summary analysis of schools budgets for nursery, primary, secondary and special schools.</p> <p>The recommendation is to allow these balances to roll forward; agreed by School's Forum.</p>	
7.	High Needs Block Update	
	<p>BMG met on 8 June and discussed the positive position PCC are in following the additional allocation of funds made available, and the opportunity for projects and make positive changes to high needs learners.</p> <p>Though not at a point for a full set of recommendations just yet, finalised proposals will be made by October 2020 and will be reported to schools forum at the Autumn meeting.</p> <p>Proposals include individualised transition and short/crisis packages.</p>	JS
8.	DATES OF FUTURE MEETINGS	
	<ul style="list-style-type: none"> ▪ 11 November 2020 – 2pm-4pm ▪ 9 December 2020 – 2pm-4pm 	