

## School Budget Forum

<b>Date</b>	05 / 07 / 2022
<b>Time</b>	10.30 to 11.30
<b>Location</b>	Microsoft Teams
<b>Present</b>	Mark Hatch (MH) - Dinas Bran, Helen Vernon (HV) - Bodnant, Colette Owen (CO) – Diocese, Neil Foley (NF) – Prestatyn High, Nicola Griffiths (NG) – Pendref, Rona Jones (RJ) – Emmanuel, Rhona O’Neill (RO) – Tir Morfa, Geraint Davies (GD) – Head of Education, Daniel Wilde – Acting Head Denbigh High (AW), Dafydd Davies (DD) - Ysgol Twm or Nant, Claire Armistead (CA) - Rhyl High, Shannon Gage (SG)– Vice Chair, Amanda Preston (AP) – Christ the Word, Lindsey Davenport (LD) – Secondary School Governor rep, Leah Crimes (LC)- St Brigids, Cllr Gill German (GG) – Lead Member for Education
<b>Non Members</b>	Craig Joyce (CAJ) - School Funding Manager, Cathy Howatson (CH) (Notes), Mari Gaskell, Chris Speed (CS) – Assurance Finance Manager, Catrin Williams - Business Manager Welsh Cluster (CW) (Observer), Kevin Mowbray (KM) - Rep for the Business & Finance Managers.
<b>Apologies</b>	Geraint Parry – Brynhyfryd (Chair), Teleri Llwyd – Borthyn, Gwyn Tudur - Glanclwyd

### 1. Welcome

Shannon Gage (Vice Chair) welcomed the group. CAJ welcomed Cllr Gill German to the meeting as new Lead member for Education,

**16 members were present at the meeting to make it quorate.**

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## 2. Election of Chair and Vice Chair

Geraint Parry has decided to not stand as Chair of the forum for the next school year. Also Shannon Gage, Vice Chair was happy for another group member to take over as Vice chair.

Claire Armistead – Head teacher – Rhyl High School was voted in as Chair.

Lindsay Davenport – Secondary school Governor Rep was voted as Vice Chair.

The forum would like to thank Geraint Parry and Shannon Gage for their contribution to the group.

## 3. Matters arising and actions of last meeting 03/05/2022

No matters arising. The minutes from the previous meeting were agreed by forum.

## 5. Complaints Officer

GD attend the meeting to discuss the proposal to recruit a Complaints officer on behalf of schools. The document had been shared with the group prior to the meeting.

SG asked why the officer would be based under corporate complaints and not Education? The line management would be under complaints Education will be paying 20% of the costs.

LD felt it was a good idea.

MH asked should the numbers for the allocation be changed in line with other SLAs like the DPO.

RJ agreed that all SLAs should be based on the same size for pupil numbers for future SLAs.

CAJ looked at the schools that would effected by the changes from 90 to 100 pupils. Three schools would be affected with a small increase to costs to others.

**AGREED BY THE FORUM**

## 6. Transition Funding

Mari Gaskell attended and a document was shared with group prior to meeting. Guidance has more clarification on provision mapping and is formalisation of an existing procedure.

**AGREED BY THE FORUM**

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## 7. ICT Charges

From the previous meeting a report had been submitted to the ICT strategic group with changes in modelling to reflect how much a small school should pay toward central ICT costs. It was agreed to allocate a reduced cost for smaller schools under 100 pupils.

**AGREED BY THE FORUM**

## 8. Terms of Reference

At the previous meeting a Secondary Head requested to review the Terms of reference for the SBF. The document shared prior to the meeting.

It is felt that the document is kept up to date with member and will remain a standing agenda item once a year to review them.

SG suggested any new members to the forum will be sent the TOR for their information.

LD suggested changing 7.6 (meetings of the forum) to reflect that they will be online in future rather than in Ruthin.

**AGREED BY THE FORUM**

## 9. Matters Arising from cluster

None

## 10. AOB

ICT – CAJ has now received confirmation that an account will be held centrally and monitored by himself and Cathy Howatson for schools to set aside funding for the ongoing Gaia dispute, or replacement equipment with regards to the Ed Tech grant.

ICT sustainability – NG asked will this pot be monitored and tracked? The technology in 5-7 years will be different again.

CA asked if schools carrying large surplus' could help the schools in deficit to wipe out their debt?

GD agreed with CA in principal but taking into account all influencing factors it is very unlikely.

NF is now in a surplus position with the grants received and the high FSM pupils and also agreed with CA in the sentiment but the funding needs to be for the long terms plan for schools.

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LC - St Brigids is one of the schools who is currently still in deficit it was noted that they are very grateful of this suggestion by CA and that it had be discussed at the meeting.

**The meeting ended at 11.40am**

**Date of next scheduled meeting – October 2022 on Microsoft Teams**