

**DIRECTORATE OF LEARNING AND DEVELOPMENT**

**Budget Forum**

**Wednesday 18th January 2017**

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| **ATTENDEES:** | Vince Brown, Carole Browne, Cllr. Lis Burnett, Norman Craggs, Mari Gibbs, Stephen Grech, Janet Haywood, Jonathan Hicks, Ceri Hoffrock, Kelvin Law, Alec Lewis, Audrey Males, Hywel Price,  Also in attendance: Trevor Baker, Rachel Boucher, Sean Granville, Nicola Monckton |
| **APOLOGIES:** | Russell Bailey, Cllr. Lis Burnett, Samantha Daniels, Tyrone Davies, Dave Dimmick, Tim Exell, Paula Ham, ,Martin Price |

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| **ITEM** | **ISSUE** | **DISCUSSION** | **ACTION REQUIRED** |
| 1. | Welcome & Apologies | Apologies from Cllr. Lis Burnett, Russel Bailey and Tyrone Davies |  |
| 2. | Minutes  Matters arising | Agreed  **Budget Forum membership.** Janet Haywood is the new NUT representative on the Budget Forum.  **Catering delegation** – KL concerned that primary Headteachers have not had enough time to review the catering delegation proposals and wanted assurances that primary schools would not be financially adversely affected. Carole Tyley will be arranging to meet with schools through cluster meetings.  **CSC budget advisory** group – the forum has requested that NM feed back to the consortium that the Vale budget forum would prefer the protective cap to be removed from the formula from April 2017 in line with the original proposals | CT |
| 3. | ICT service level agreement | ICT and Data manager Sean Granville presented the revised ICT SLA to the group. There are a number of changes from the current SLA which will be presented to the standards board on Jan 30th. A number of elements of the previous SLA have been merged which will make the SLA cheaper for most primary schools, although 4 schools will end up paying slightly more. A service desk has been introduced providing a more responsive service to schools.  ICT Loan - It was raised that it was unfair to charge schools a higher percentage for loan administration if they are not paying into the scheme. SG and TB to look at a compromise. | TB/SG |
| 4. | Finance Service Level Agreements | NM presented the finance SLAs to the group. The LMS SLAs have not changed. The Long term supply scheme, maternity scheme and Licence SLAs have been added to the pack to reduce administration. |  |
| 5. | Learning and Culture Scrutiny Committee Report | NM presented a report to the forum which will go to the Learning and Culture scrutiny committee on 23rd January seeking representation from the committee for the budget forum.. |  |
| 6. | Catering update for secondary schools | In response to concerns from the budget forum, the changes to the secondary catering delegation have been delayed until April 2018. In the interim, it is requested that Carol Tyley consult with Secondary Head teachers on the proposals. | CT |
| 7. | Mainstream Formula Review | NM and VB presented the proposed new mainstream schools funding formula to the group.  A sub group of the budget forum was established in April 2016 to review the current formula to ensure that is relevant and equitable; and make recommendations for modernisation and redistribution.  There were 13 Headteachers on the group representing all types of schools across both primary and Secondary sectors.  The Budget Forum approved to recommend that the new formula is used from April 2017 on the condition that the formula is continually reviewed and remains an annual item on the budget forum programme of work so that it can be continually updated and respond to changes in funding from Welsh Government. |  |
| 8. | AOB | VB has requested clarification for schools with regards to lettings, in particular the 10 week exemption. Cardiff has been providing VAT training to schools on lettings. NM to seek advice from the Vale VAT accountant.  NC raised the issue that the use of the SEWSCAP framework for the building work at Gwenfo was not financially beneficial to the school. TB to establish if Sewscap school be used for projects of this nature | NM  TB |
| 9. | Next Meeting date | Next meetings to be held at Llantwit Major Comprehensive School at 8.30am  Wednesday 15th March 2017 |  |