**Minutes of a Meeting of the Ceredigion Schools Budget Forum held at**

**Ystafell Aeron Fach, Campws Felinfach on Tuesday, 17 May, 2016.**

**Present**: Councillor Hag Harris (Chairman).

**Non-schools members**: Mr Barry Rees (Strategic Director for Learning and Partnerships) and Councillor Rowland Rees Evans (Chair of Learning Communities Overview and Scrutiny Committee).

**Schools members**:

Primary Schools Representatives: Lodwick Lloyd (Governor), Alwyn Ward, Meinir Lewis and Donna Hanly (Head Teachers).

3-16, 3-19 and Secondary Schools Representatives: Matthew Brown (Head Teacher).

**Officers in attendance**: Chris Macey (Head of Educational Finance & Resources), Kay Davies (Democratic Services).

7.10pm – 8.30pm

**1 Procedure**

The Chairman welcomed all to the meeting. Mr Alwyn Ward was welcomed back following his hospital treatment.

**2 Apologies**

Councillor Ellen ap Gwynn, Peter Wellington and Jack Evershed apologised for their inability to attend the meeting.

**3** **Disclosures of Personal Interest**

 There were no disclosures of personal interest.

**4 Minutes of the Previous Meeting**

It was **AGREED** to confirm as a true record the minutes of the meeting held on 3rd November 2015.

**5** **Matters Arising from the Minutes**

 5.4.7 – Electronic Money Collection - It was noted that a report on Electronic Money Collection has been considered by the Learning Communities Overview and Scrutiny Committee. A tender process is in progress for introduction to secondary schools shortly to be followed in primary schools. It was noted that Penglais School is already cashless and Ysgol Bro Teifi will adopt the system when it opens in September.

**6** **School Reserves at March 2016**

 Barry Rees, Strategic Director for Learning and Partnerships, informed the meeting that the primary school reserves stand at 9.6%, secondary schools at 1.7% and All-through schools at -0.2% which gives an overall figure of 4.6% which is deemed to be an acceptable sum and would be similar to many authorities across Wales.

 He noted that the closing balances of the schools which are due to close in the Llandysul area will be transferred to Ysgol Bro Teifi.

 The £2m (of which £1.7M is in the primary sector) will remain in schools. At the end of the financial year schools received substantial income via ERW, the unspent elements of which are included in this total.

 It was **AGREED** to note the information provided.

**7 Delegated Budgets**

 Chris Macey, Head of Educational Finance & Resources reported that the budgets are similar to those of last year.

 Concerns were raised in relation to the inconsistency of grant funding available to schools which cause difficulties in planning ahead long term.

 Funding is allocated through ERW for school improvement and as Government policy specifies more funding will be available to schools through this channel.

 The Strategic Director for Learning and Partnerships noted that he would consider the use EIG funding to release staff for training purposes.

 It was **AGREED** to note the information provided.

**8** **Learning Services Draft Financial 2015-16**

 Chris Macey, Head of Educational Finance & Resources reported that aside from the significant corporate savings targets applied to Learning Services, financial performance was within budget, with significant progress being made towards achieving the £300k savings target for catering services and some progress towards the £500k savings target for post-16 education. Favourable in-year factors such as grant income and job vacancies have allowed the service to cover the £350k savings target for transport and some of the remaining target for post-16 education, leaving a £200k target outstanding which shows against Youth Engagement & Continuing Education.

 He noted that 6 schools will close and one is to open in the year. The NI increases have affected school staff and department staff alike.

 It was **AGREED** to note the report.

**9** **Transport Proposals**

 Following the consultation on post 16 free non-statutory transport provision to schools and colleges, the Cabinet meeting of the 17th May 2016 agreed not to introduce a subsidised charge of £390 per annum per pupil for all post 16 pupils but agreed to introduce a charge of £390 per annum per pupil for those who benefit from spare seat provision. An audit is to be undertaken to discover how many spare seats are on school buses for the procurement of smaller buses in future.

It was **AGREED** to note the information provided.

**10 Staff Meals**

It was noted that many school staff and support staff undertake lunchtime supervision duties on a rota base system and receive a free school lunch for undertaking the duty. Due to issues in recording free school meals, a consultation is being undertaken with staff in order that the situation is rectified and that staff continue to be acknowledged for their lunchtime duties. A report is to be presented to Cabinet in due course.

It was **AGREED** to note the information.

**11** **Access to PRU**

As from this financial year changes are to be made to access to PRUs. This will mainly affect secondary schools. School funding per pupil is to follow the pupil from school to the PRU and will be reimbursed to the school as soon as the pupil returns to school. The extra revenue will be used to employ more SEBSA’s. It was noted that the ‘managed moves’ system has the same principle.