

Minutes of the meeting of the Resources Committee of Ivydale Governing Body, held via video conference on Wednesday 17th March 2021 at 7:45am.

Present: Alasdair Buckle (AB) Lynne Gravatt (LG) (**Chair**) (From Item 4.3)
Peter Lilford (PL) (**Chair**) (Items 1 – 4.3) Rosh Wijayarathna (RW)

Also Present: Ayesha Sabri (AS) – (School Business Manager) (From Item 4.1)

Clerk: Nicole Galea

1	<p><u>Apologies for Absence</u></p> <p>PL welcomed Governors to the meeting. LG advised that in HI's absence JL was due to attend this meeting but had had a family emergency and due to childcare issues, AS would join by 8:15 am.</p> <p>The Clerk confirmed that the meeting was quorate.</p>	
2	<p><u>Declarations of Interest</u></p> <p>PL reminded Governors to declare any interests for items on the agenda; no declarations were made.</p>	
3	<p><u>Minutes of previous meetings – 3/2/21</u></p>	
3.1	<p>Approval of Minutes</p> <p>The minutes of the meeting of 3/2/21 had been circulated in advance. Governors RESOLVED to approve the minutes as presented.</p>	
3.2	<p>Matters Arising From 3/2/21: Item 4.4: SFVS</p> <p>PL reported that he has been working with AS on the SFVS document, he undertook to circulate it to committee members for comment before signing it off for submission to Southwark.</p> <p>There were no further matters arising that did not appear elsewhere on the agenda.</p>	PL
4	<p><u>Review of Finances</u></p> <p>LG reported that she will be attending a virtual meeting for Southwark Heads and Chairs this evening at which the Director of Education will be providing information on potential school amalgamations and closures. She stated that although no new information is expected, a sense of the timescales and the possible impact on Ivydale is hoped for. Heads have already had a separate meeting with the Director and HI will be feeding back comments through the Heads' representatives.</p> <p>A draft 4 year Budget Plan and budget monitor had been distributed in advance.</p>	
4.1	<p>Budget Monitor</p> <p>AS joined the meeting at 8:15am</p> <p>The budget monitor had been distributed in advance. Governors discussed the variances against budget lines and projected year end positions. In response to Governors' questions regarding inconsistencies in the figures and commentary AS reported: -</p>	

	<ul style="list-style-type: none"> • The LA asked schools to submit the budget monitor earlier than usual this month (on 5th March), which was before the visit from the Financial Consultant. Some figures have been subsequently changed. • I12: Income from contributions – AS confirmed that the £21k year end figure was an error, instead this will be a negative figure as school journey income has been refunded. This budget line will be amended. • E19: Learning Resources – AS advised that the spend has been reduced due to Covid-19, more spend is expected before year end but input from HI will be required to confirm the amount. • E17: rates – AS confirmed that the amount this line is over budget (£3k) will be received from Southwark in the next financial year. • E31: Extended Income – AS confirmed that the Q4 funding was only received last week (£161k). LG asked if the projected year end deficit will be the £200k figure shown. AS stated that with the Q4 income now received, the year end deficit is likely to reduce from £200k to £50 – 60k. The deficit is in part due to the Children’s Centre’s lack of eligibility for Covid-19 funding. <p>PL asked what the biggest driver is in the school’s drop in income as shown between the Budget Monitor and the Draft Master Budget Plan. AS stated that the driver is the fall in pupil numbers whilst expenses are retained with a 2% increase, according to Southwark’s projections. The LA’s figures were published last week and are based on the census data from October 2020. Income may be amended throughout the year to reflect fluctuations in EY funding and any additional pupils but the figures are built on a 5 year projection of pupil numbers and therefore anticipates a fall in income of £250k. There has also been a reduction in PP funding which was also based on the October census, having been changed by the government from the usual January census date. For this year only, the school will benefit from Catch Up and Covid-19 funding. Although the school does generate income, this will be reduced initially due to the TUPE costs of the Extended Schools staff. Going forward, the school will receive a set rent from the external provider.</p> <p>In terms of the impact of the falling pupil roll, AS advised that the roll in September 2019 was 572, but with the loss of a bulge year class and vacancies across year groups, it now stands at 507. This not only impacts the delegated funding from the LA but also a number of other income streams which are based on pupil numbers. Furthermore, confirmation has not been provided on whether Growth Funding of £52k will be received from the LA next year.</p> <p>LG asked if the school would continue to be eligible for Growth Funding if it reduces to 2FE. AS stated that it would probably not but if the PAN was reduced, there would also be a reduction in expenses as the school would be restructured accordingly.</p> <p>Governors discussed the ramifications of the financial position further under Part 2: Confidential items. They asked that expected income is included in the budget monitor in order to provide a more realistic picture.</p> <p>There were no further questions on the Budget Monitor.</p>	<p style="text-align: center;">AS</p> <p style="text-align: center;">HI / AS</p> <p style="text-align: center;">AS</p>
4.2	<p>Budget 2021 / 2022: Budget and Budget Recovery Plan</p> <p>Governors noted that the committee would need to receive an update on the budget prior to the budget setting meeting on 5/5/21. AS undertook to forward information in advance.</p> <p>PL asked if the 2021 / 22 budget assumes that the deficit will be in line with the current year or if it is expected to grow. AS stated that this cannot be confirmed until she and HI have reviewed all of the figures, however, it is likely that the deficit will be slightly higher due to increased staffing costs. Furthermore, even if the planned staff restructuring does go ahead, Southwark may not meet all redundancy costs and there will be a time lag before the benefits of reduced staffing costs will be felt.</p>	<p style="text-align: center;">AS</p>

	<p>LG reported HI's comments from the Head's meeting with the Director that more schools are in deficit across the borough than are not. But it does not seem that the LA is facilitating much in the way of support. Concern was expressed that it is hard to justify the big deficit forecast for next year, whilst the school's hands are tied in addressing it.</p> <p>8:45 am PL withdrew from the meeting and LG took the Chair.</p> <p><i>RW stressed the importance of the school continuing to make efficiencies.</i> LG stated that HI and AS are doing well with this area of the BRP. She cautioned against the school feeling isolated by the position it is in as they are doing what they can whilst some areas are out of their control and it is important for them to be clear with Southwark on the actions being taken and their impact. However, regardless of the future of the school, the funding position will remain unchanged and alternative funding for the underutilised space is needed.</p> <p>AS reported that it was again necessary to request a cash advance in order to run the March payroll. However, at the School's Briefing, it was reported that most schools had run out by February; many have faced difficulties this year due to Covid-19 and the fall in pupil numbers. The impact has been felt harder at Ivydale as it is a bigger school. Southwark has not provided a borough wide projection of pupil numbers, the impact this is likely to have or when the situation will change. LG stated that HI has reported that information she has had from another source is that the situation is unlikely to change for a couple of years. LG undertook to provide an update after attending this evening's Heads and Chairs meeting.</p> <p>There were no further updates on the Budget Recovery Plan.</p>	LG
4.3	<p>Benchmarking</p> <p>AS advised that PL had raised some questions in relation to the SFVS regarding cost comparisons across schools. However, she stated that the SFVS compares schools against an average rather than against like for like school and is therefore not benchmarking in the true sense. AS added that the BRP does include where savings can be made; there are also variances on spending such as Ivydale spending more on teacher costs but less on the curriculum.</p> <p>AS reported that PL had also sought more information on a question in the SFVS regarding how Ivydale has compared itself to other schools in terms of financial management. Governors agreed that the answer to this question is that the benchmarking data available has been used but that Ivydale's context makes it difficult to find comparable schools.</p> <p>There were no further questions raised.</p>	
4.4	<p>Audit of Voluntary Funds</p> <p>AS referred Governors to 2019 / 20 School Fund Summary Report circulated in advance. She stated that the Auditor did recommend some slight changes to the financial procedures including the School Fund, which will be discussed with HI and then included in the review of the school's procedures in October 2021.</p>	
5	<p><u>Personnel</u></p> <p>There were no further items to report.</p>	
6	<p><u>Health and Safety</u></p> <p>There were no further items to report.</p>	

7	<p><u>Premises – Updated Capital Plan</u></p> <p>AS reported that she has been chasing the roof survey company for a priority based report since October 2020 and has now been informed that they have passed the job on to a specialist roofing company. This company has stated that it would only be financially viable for full scaffolding to be erected and for all work to be completed, as further issues may become apparent only when work has started. AS stated that she has informed them that the cost is prohibitive.</p> <p>AS advised that she contacted another company which has also conducted a survey, the quote is awaited. It appears that, due to the fact that the work is on a school and the height involved, only big building contractors are interested in tendering. However, these companies usually only work with Local Authorities and do not like to work with individual schools without a Project Manager and so it is difficult to know where to take this issue now.</p> <p>AS confirmed that she does have the survey outcome from the initial contractor, which can be circulated. It revealed a number of issues with the roof and the top of the building but without the high / medium / low prioritisation requested. She also expressed concern that other issues may come to light when work starts which would then increase costs further.</p> <p><i>AB asked if AS has spoken to the LA about the level of work needed.</i> AS confirmed that she has; the LA's view is that school repairs are the responsibility of the school. AS stated that a quote would provide a basis for going back to the LA with evidence of the scale of the work needed.</p> <p>LG proposed that it is now time to take the issue back to Southwark as it is proving too time consuming for AS and that there seems little chance of success on the school's front. She suggested that the school advise the LA that the scale of the project is not manageable for them and would not represent good value for public money. AS reported that the LA does have a pot of money; schools can bid for larger works such as when Ivydale successfully bid for it in 2019. Terry Segarty did turn down Ivydale's original request to make a bid for this funding for the roof but, given his departure, she will try again with his replacement. It was agreed that AS would return to the LA.</p>	AS
8	<p><u>Policies</u></p> <p>There were no policies to discuss.</p>	
9	<p><u>Dates of Future Meetings</u></p> <p>5/5/21 at 6:00pm 23/6/21 at 7:45am</p>	
10	<p><u>Urgent Business</u></p> <p>LG queried the position regarding the Children's Centre contract. AS advised that there has been no further information or progress.</p> <p>There were no further items and the meeting concluded at 9:05 am</p>	

Signed:.....

Date:.....

IVYDALE:– ACTIONS LOG v 17/3/21

RESOURCES 17/3/21			
ITEM	ACTION	WHOM	STATUS
3.2	SPL to circulate SFVS to committee members for comment before signing off.	PL	
4.1	AS to include all expected income in the Budget Monitor	AS	
4.2	AS to distribute draft budget information in advance of budget setting meeting on 5/5/21	AS	
4.2	LG to provide Govs with an update of the Head / Chairs meeting with the LA re impact of falling rolls	LG	
7	AS to again request LA support re roof works	AS	

RESOURCES 3/2/21			
ITEM	ACTION	WHOM	STATUS
4.4	AS to circulate populated SFVS for comments, PL to sign off	AS / PL	To be circulated prior to sign off
7	AS to pursue roof report, updates to AB	AS	On going

RESOURCES 25/11/20			
ITEM	ACTION	WHOM	STATUS
4.1	Confirm if LA pupil projections take account of C-19 related relocation from London	HI	

RESOURCES 6/10/20			
ITEM	ACTION	WHOM	STATUS
10	Present the updated Capital Plan to next meeting	AS / HI	Agenda 11/11/20
11 (b)	Financial procedures and Safeguards deferred to next meeting	AS	Agenda 11/11/20