

SCHOOLS FORUM

**Minutes of Additional Meeting held on
Thursday 18th July 2019
Room 0012, Badminton Road Offices, Yate, BS37 5AF**

PRESENT:

Dave Baker	CEO, Olympus Academy Trust
Nicky Edwards	Natural Choice Nurseries
Mark Freeman	Headteacher, St Michael's Primary School
Kim Garland	Headteacher, Brimsham Green
Clare Haughton	Paige Park Pre-School
Keith Lawrence (Chair)	Governor, Enable Trust
Louise Leader	Headteacher, Pathways Learning Centre
Jim Lott	Governor, The Tynings
Sarah Lovell	Finance Director, Cabot Learning Federation
Susie Weaver	Executive Principal, Cabot Learning Federation
David Jenkins	Governor – Crossways Schools
Linda Porter	Governor – Watermore School
Steve Moir	Headteacher – Bradley Stoke Secondary School
Erica Williams	South Glos. Councillor

1. WELCOME AND INTRODUCTIONS

Attendees were welcomed by the Chair.

2. APOLOGIES FOR ABSENCE

Jo Dent, Cllr Trevor Jones, Pippa Osborne, Diane Owen, Lisa Parker, Bernice Webber

3. EVACUATION PROCESS

The Chair drew attention to the emergency evacuation procedure

4. ANY OTHER ITEMS THE CHAIR DECIDES ARE URGENT

None.

5. MINUTES OF THE MEETING HELD ON 9th MAY 2019

Olveston Primary School, Financial Support Request

Hilary Smith had agreed to follow up the issues and she confirmed that they now have a plan in place.

Correction:

The Minutes did not make reference to the additional Schools Forum meeting held on 5th June.

The remainder of the Minutes were accepted as a true record.

6. School Forum Membership Update

There has been quite a bit of recruitment taking place. We have space for 25 members – we should be up to 23 members by September.

Still to recruit - 1 Diocese member and 1 Primary Maintained Head.

There have been 4 applicants for the 2 Primary Maintained Governor spaces – an election is currently in progress to decide on these positions (closing 6th Sept).

Welcome to 3 new members tonight, Steve Moir, Linda Porter, David Jenkins (inductions occurred last week).

Thank you to Jo Dent and Jim Lott for their long service on the Forum-tonight is their last meeting.

Sub members:

Primary Maintained Heads on the Forum need to come up with one person to represent any of them as a group if unable to attend a Forum meeting.

Dave Baker, Mustafa, Keith and Stuart to meet prior to these Forum meetings and will be checking the Schools Forum Self-Assessment Toolkit on a regular basis.

All forum members were asked to check their membership joining date by ticking the final column or annotating their date – (a copy will be passed around).

There have been problems viewing the online docs- this has now been fixed.

7. DSG Outturn Report

Caroline Warren went through the report on the Dedicated Schools Grant 2018-9 outturn position and progress against the original 4 year DSG deficit recovery plan.

a. Dedicated Schools Grant (DSG)

The cumulative overspend including the brought forward deficit balance from 2017/18 is £11.646m.

b. DSG Funding

The net DSG budget excluding academies and High Needs recouplement is £131.818m.

c. Funding Transfer between Blocks

The DSG is funded from three blocks. The Schools Block, the High Needs Block and the Early Years Block.

There was a funding transfer of £2.900m from the Schools Block to the High Needs Block to support demand led pressures.

d. DSG Outturn Position and 4 Year Recovery Plan

In 2016/17 a 4 year DSG deficit recovery plan was agreed by Committee. This made assumptions for the year end position to be breakeven by end of 2020/21. The 2018/19 in year outturn overspend position is £2,212k.

It should be noted that the outturn overspend based on the report to Cabinet at the end of 2018/19 is £755k more than the original plan.

Although the CAH Department's work to deliver better efficiencies in SEND spend has seen a positive impact, the original plan for 2018/19 has not been met resulting in the need to review and amend the Plan.

An updated DSG Sustainability Plan is currently being produced in collaboration with School Leaders and the Parent Carers Forum through the High Needs Working Group. A provisional plan will be submitted as part of the 2020/21 provisional budget report to Cabinet on 7th October 2019 and will be subject to formal consultation. A final version of the recovery plan will be presented at the 3rd February 2020 Cabinet meeting.

e. Schools Block

The Schools Block reported an outturn underspend of £353k. Mainly due to Business Rates, vacancies, Schools In Financial Difficulties and a review of non-staffing planned expenditure.

The Schools in Financial Difficulties underspend will be a commitment against the 2019/20 budget. Schools are awarded a funding allocation which is transferred once costs have been incurred.

f. High Needs Block

The High Needs Block is reporting an in-year outturn overspend of £2.478m. Main pressures are within are Post 16 placements, Statemented Support, Special

Schools and Resource Bases including OLA and Pathways Learning Centre (PLC).

g. Early Years Block

The Early Years Block is reporting an in-year outturn overspend of £88k since Quarter 3. This is in line with Schools Forum agreeing to a one-off investment for the Early Years Inclusion Support Funding to providers in 2018-2019.

8. SEND Pilot Intervention Update/Cluster

Kate East attended to update the Schools Forum on progress of phase 1 of the SEND cluster pilot and to discuss phase 2. The Schools Forum was asked to provide a steer on the next steps for the programme. The plans are to extend the pilot to all schools in South Gloucestershire in phase 2.

Summary

Phase 1 of the SEND cluster pilot has been in place from January 2019 to July 2019. There is strong support for the pilot from a range of stakeholders including schools (headteachers and SENCOs), LA officers, parent/carer groups, Clinical Commissioning Group and professionals (e.g. speech and language therapists). Stakeholders are in support of the continuation of phase 1 and the introduction of phase 2 i.e. extension to all other schools across the area. It has proved difficult to provide conclusive impact data as the work of the cluster has not yet had time to embed although there are some 'green shoots' demonstrating a positive direction of travel.

Next Steps

A report will be presented to Executive Members following this meeting incorporating the recommendations from the meeting and seeking approval on the next steps for the SEND cluster pilot.

If approved undertake the preparatory work to roll out the cluster model across all schools. It is envisaged that a two phased approach will be adopted:

- a) Phase 1 – Continued evaluation of the current model across existing cluster schools (to July 2020)
- b) Phase 2 – Introduction of the cluster model to other schools (from Sept 2019). This is likely to involve set up in the first two terms with a go-live at the start of term 3 in January 2020 for the remaining three clusters. It is envisaged that this phase would run until the end of July 2020.

Agreed:

1. Schools Forum are in agreement to work on a phased basis with a January 2020 implementation date as outlined in the report.
2. The link between the High Risk Group (HRG) and the SEND cluster pilot will need more work in order to ensure that the processes for pupils at risk of

exclusion are equitable and aligned across the local authority. An interim arrangement was requested for schools that are not yet working in clusters. The Schools Forum recommended that the arrangements outlined in paragraph 55 are implemented and reviewed as part of the pilot.

3. Governances through the Council: Extending the pilot to go to Members for approval and to Cabinet for final decision if the pilot proves effective and is to be made a permanent way of working across South Gloucestershire. The Schools Forum recommend that the pilot is extended as outlined in the report.
4. Terms of Reference: The Cluster Boards are key to secure governance and felt to be really helpful. The Terms of Reference have been slightly changed to ensure greater representation from schools. The Cluster Boards meet at least six times a year (termly). The Schools Forum recommended that they be adopted across the pilot.

9. HNWG Verbal Update

Susie Weaver gave a verbal update on the High Needs Working Group meeting. The Agenda was split between updating the Strategic Plan and feedback on the Resource Base/Access Centre review. Small attendees at the group. The Group will make sure the the HNWG plan is ready for September. SEND support is a challenge and this forms the biggest part of the HNWG plan. Susie also pointed out that there needs to be an overall plan than sits above the HNWG one.

10. Resource Base/Access Centre report

Duane Chappell and Stuart Thomas carried out a second review of the Resource Bases. The review started in November 2018. All Resource Bases/Access Centres were visited and an improvement in attendance and outcomes was seen.

- There is enough Building stock – We do not need to build more Provision for Resource Bases.

But what we do need to do is **change** the pupil numbers of some provisions and the **Primary need** that they serve – Table 27.

- All of our current Provisions are well located and most pupils can access a RB/AC locally – table 14.
- **Nobody currently in a RB/AC is going to be moved out or have their provision ended.** Any changes that are recommended will be phased over 4-5 years. Pupils will stay in their current Provision until they naturally move through.

- This is not a cost saving exercise. We are looking at the future demand to make sure that we are able to serve and meet the needs of South Glos. children and young people.
- We are creating **more places** – North to help support the pressure on Mainstream schools.
- We can also see that there is no Provision in the North of South Glos. – Map 19.
The overall increase in place numbers is +18 after taking the changes to existing Provisions into account.

A full consultation with the public will take place in September and run until October 2019. A second consultation will begin depending on the cabinet decision in January 2020. This will be a good and robust consultation and involve children, young people and their families along with key stakeholders.

Agreed by Schools Forum

11. Proposals for Consultation for Schools and Public Constlation on Setting the 2020/21 Schools Budget

Mustafa Salih said this report showed what our annual schools budget consultation will look like in September and how the deficit occurred.

Key things are Conclusions and recommendations.

The Council proposes to proceed to consult with schools and the public over September to October 2019 on the co-produced DSG Sustainability Plan, including proposals for Resource Bases, and a Block Transfer of 0.5% of the Schools Block (the maximum possible without requiring Secretary of State Approval). This required joined up working through the HNWG and feedback from the Schools Forum.

12. Proposed Response to DfE Call for Evidence on SEND Funding

The DfE are running a Call for Evidence as they have recognised concerns around funding around SEND. There is an online survey which will be sent out to schools tomorrow for completion together with South Glos' response. The closing date is 31st July 2019.

13. SOUTH GLOUCESTERSHIRE CAMPAIGN FOR BETTER FUNDING – PROPOSED LETTER

This letter will set out our case and will have to be a joint letter. MS to add to the letter the crisis of the nature of funding and also build into the letter what we have done. It was agreed that there needed to be mention in the letter that all possible efficiency savings have been made and schools were genuinely at financial crisis point.

Agreed:
Schools Forum Chair and Deputy Chair to sign the letter. Mustafa Salih to send out Version 2.

14. Approval of Future Forum Dates

Suggested amendments agreed and noted. Dave Baker has kindly offered for the 19th September 2019 meeting to be held at Winterbourne Academy.

15. Forward Plan

Agreed.

16. Any Other Business

Change in dates were agreed for May/July 2020.

Meeting closed at 18.12