



Schools Forum minutes

Minutes of the meeting of the Schools Forum held on Tuesday 30 June 2020 in MS Teams Virtual Meeting, commencing at 1.30 pm and concluding at 4.00 pm.

Members present

Ms J Antrobus, Ms J Cochrane, Ms P Coppins, Cllr A Cranmer, Ms S Cromie, Ms J Freeman, Mr A Gillespie, Mr D Hood, Mrs J Male, Mrs G Bull, Mr K Patrick, Mr R Page, Ms C Glasgow, Mrs D Rutley, Ms S Stephens, Ms E Stewart, Ms K Tamlyn, Mr B Taylor, Dr K Simmons, Mr A Wanford and Ms J Watson

Others in attendance

Ms S Bayliss, Ms C Beevers, Mr J Carter, Mr G Drawmer, Mr S James, , Ms H Slinn, and Ms E Williams

Agenda Item

1 Apologies for Absence/Changes in Membership

Apologies were received from:

Mr H Beveridge (Long Crendon School), Ms J Divers (Turnfurlong School), Ms S Fahey (Brindley House School), Ms N Lovegrove (The Village Pre-School), Ms S Skinner (Bowerdean & Henry Allen Nursery Schools), Mr S Sneesby (Kite Ridge School).

The Chairman introduced Mr Simon James, Service Director for Education, Buckinghamshire Council and welcomed him to the meeting and the Schools Forum Committee.

2 Declarations of Interest

There were none.

3 Schools Forum Funding Group Update

The action notes from the Schools Forum Funding Group were appended to the minutes for information.

4 2019-20 Financial Outturn

Ms E Williams, Head of Finance- Childrens Services, Buckinghamshire Council, gave

an overview of the report provided.

Recommendation:

Schools Forum Funding Group is asked to note the final outturn position against the Dedicated Schools Grant in 2019-20

Resolved:

The Schools Forum **NOTED** the final outturn position against the Dedicated Schools Grant in 2019-20.

5 High Needs Block Update

Ms E Williams, Head of Finance- Childrens Services, Buckinghamshire Council, gave an overview of the report provided.

To explore whether the option of numbers/data of parental tribunal appeals would be a Schools Forum piece.

ACTION: Ms E Williams

To review assumptions of the budget of the High Needs Block Spend- exceptional support budget prior to the meeting.

ACTION: Ms E Williams

Page 23, High Needs Recovery Plan - to add a name to each action as to who is leading for each item. To also add some success criteria to each area, which is measurable.

ACTION: Ms E Williams

Appendix 2- External placements- this was now well established, and a further update would be provided at the next Schools Forum.

ACTION: Ms E Williams

Recommendation:

Schools Forum is asked to note the impact of the final outturn for 2019-20 on the High Needs budget for 2020-21 and to agree the proposed approach for the development of a High Needs Block Recovery Plan.

Resolved:

The Schools Forum **NOTED** the impact of the final outturn for 2019-20 on the High Needs budget for 2020-21 and **AGREED** the proposed approach for the development of a High Needs Block Recovery Plan.

6 Proposals for the Allocation of Top-Up Funding

Ms E Williams, Head of Finance- Childrens Services, Buckinghamshire Council, gave an overview of the report provided.

To share with the forum who is on the Needs and Provision working group.

ACTION: Ms E Williams

Recommendation:

Schools Forum is asked to

- a) **NOTE** the outcomes of the consultation with schools on the mechanism for allocating top-up funding for pupils with Education Health and Care Plans (EHCPs), ie,
 - I. That the recommended approach of a needs led funding approach based on an adapted model for Buckinghamshire is supported.
 - II. That the model should be supported by a moderation process.
 - III. That there should be a phased implementation, beginning with special schools with roll out to mainstream and further settings in future years.
- b) **Note** the proposed timelines for implementation.
- c) **Agree** the basis for calculating top-up values proposed by the Needs and Provision Group, including the application of a fringe uplift where appropriate.
- d) **Agree** the principles for transition to the new model including support for schools that would see a reduction in funding under the proposed model.
- e) **Agree** to seek an exemption from the Minimum Funding Guarantee for Special Schools in the 2021-22 financial year in order to move toward the new funding mechanism through the implementation of transitional support.

Resolved:

Schools Forum:

- a) **NOTED** the outcomes of the consultation with schools on the mechanism for allocating top-up funding for pupils with Education Health and Care Plans (EHCPs), ie,
 - IV. That the recommended approach of a needs led funding approach based on an adapted model for Buckinghamshire is supported.
 - V. That the model should be supported by a moderation process.
 - VI. That there should be a phased implementation, beginning with special schools with roll out to mainstream and further settings in future years.
- b) **NOTED** the proposed timelines for implementation.
- c) **AGREED** the basis for calculating top-up values proposed by the Needs and Provision Group, including the application of a fringe uplift where appropriate.
- d) **AGREED** the principles for transition to the new model including support for schools that would see a reduction in funding under the proposed model.
- e) **AGREED** to seek an exemption from the Minimum Funding Guarantee for Special Schools in the 2021-22 financial year in order to move toward the new funding mechanism through the implementation of transitional support.

7 School Balances

Mr J Carter, Senior Accountant, Buckinghamshire Council gave an overview of the report provided.

Recommendation:

To note the surplus and deficit balances for maintained schools as at 31 March 2020.

Resolved:

The Schools Forum **NOTED** the surplus and deficit balances for maintained schools as at 31 March 2020.

8 Contingency Update

Mr David Hood, Cressex School gave an overview of the report provided.

Recommendations:

Schools Forum is asked to:

- a) Note the report detailing the decisions of the Contingency Group.
- b) Agree changes to the to the Contingency Group's Terms of Reference as set out in 2.4 and 2.5.

Resolved:

The School Forum:

- a) **NOTED** the report detailing the decisions of the Contingency Group.
- b) **AGREED** changes to the to the Contingency Group's Terms of Reference as set out in 2.4 and 2.5.

9 Forward Plan

The forum **NOTED** the forward plan.

10 Any Other Business

Post-19 Students - Change to School Funding Regulations for Post-19 Students

Ms H Slinn, Head of SEN gave an overview of the report provided.

Recommendation:

Schools Forum is asked to support the application to the DfE to vary the Schools Funding rules to enable continued support of post-19 students in special schools as a result of Covid-19

Resolved:

School Forum **AGREED to SUPPORT** the application to the DfE to vary the Schools Funding rules to enable continued support of post-19 students in special schools as a result of Covid-19

AOB

- It was requested for best wishes, praise and thanks be passed on to Ms J Try for all her hard work with the Schools Forum. Best wishes were sent for her new role within Buckinghamshire Council.

- It was requested for the next meeting for an item to be added to AOB to hold a discussion on:

‘Our plans for urgently addressing educational disadvantage in Buckinghamshire BAME communities and in areas of social disadvantage. Short/medium/long term goals: how they will be reached, how they will be supported financially and the Schools Forum’s role in ensuring they are achieved’.

ACTION: Ms C Beevers

- It was requested if an officer would prepare a paper for the October meeting on the gap in achievement in Buckinghamshire between black and minority ethnic students and their white peers. To put forward a plan to address the issue as a matter of urgency including links for funding.

ACTION: Mr G Drawmer/Mr S James

11 Date of Next Meeting

13 October 2020, 1.30-4.00pm

MS Teams Virtual Meeting

This page is intentionally left blank

Schools Forum Funding Group

Action Notes for meeting held on 15 June 2020

Agenda item number	Action	To be completed by	Completion date
3	Dedicated Schools Budget – Outturn 2019-20		
3	To update spelling mistake in table 2.1.	Ms E Williams	SF Meeting
3	To add further details on the Early Years underspend, if the information is known by then.	Ms E Williams	SF Meeting
3	To add further context to the impact on 2020-21.to say to read in conjunction with the High Needs Update paper.	Ms E Williams	SF Meeting

4	Allocation of Top-Up Funding – Outcome of Consultation and Recommendations for Implementation		
4	To remove the table from paragraph 2.3.	Ms E Williams	SF Meeting

5	High Needs Block Update		
5	To add Detail on the groups that the High Needs Block recovery plan work streams will be overseen by.	Ms E Williams	SF Meeting
5	To add the data from previous year on the EHCP breakdown by school year.	Ms E Williams	SF Meeting
5	To flag the point that work with Impower was completed and a final report with action points was sent out to schools.	Ms E Williams	SF Meeting
5	To send HNB question over to Ms C Beevers.	Ms J Antrobus	ASAP
5	To send Ms J Antrobus question to Ms H Slinn for an answer.	Ms C Beevers	ASAP

6	Forward Plan		
6	To add to October and December 2020 meetings to mirror 2019 forward plan.	Ms C Beevers	SF Meeting
6	To add a Covid-19 (Financial) update to October meeting.	MS C Beevers	SF Meeting

7	Date of Next Meeting		
7	To add Schools Forum date to calendars, via MS Teams.	Ms C Beevers	ASAP