

MINUTES OF THE MEETING OF THE SCHOOLS FORUM HELD ON WEDNESDAY 20 SEPTEMBER 2017 AT CITY HALL, BRADFORD

Commenced	0810
Concluded	0955

PRESENT

SCHOOL MEMBERS

Brent Fitzpatrick, Dianne Richardson, Dominic Wall, Donna Willoughby, Helen Williams, Ian Morrel, Mary Copeland, Nick Weller, Nicky Kilvington, Nigel Cooper, Ray Tate, Tahir Jamil, Trevor Loft, Sue Haithwaite, Tracey Wilkinson, Salt Stoker

NON SCHOOLS MEMBERS & NOMINATED SUB SCHOOL MEMBERS

Adele Robinson, Alison Kaye, Ian Murch, Irene Docherty and Vivienne Robinson

LOCAL AUTHORITY (LA) OFFICERS

Andrew Redding	Business Advisor (Schools)
Angela Spencer-Brooke	Strategic Manager, SEND and Behaviour
Asad Shah	Committee Services Officer
Dawn Haigh	Principal Finance Officer (Schools)
Jenny Cryer	Assistant Director, Performance, Commissioning and Partnerships
Lynn Denholme	Early Years Strategic Manager
Raj Singh	Business Advisor

OBSERVERS

Councillor Pollard	
Councillor Ward	
Lynn Murphy	Business Manager, Feversham College

APOLOGIES

Members – Lesley Heathcote, Maureen Cairns, Sami Harzallah, Tehmina Hashmi and Wahid Zaman. Tahir Jamil for lateness. Council Officers - Michael Jameson, Strategic Director, Children's Services and Judith Kirk, Deputy Director, Education, Employment and Skills

DIANNE RICHARDSON IN THE CHAIR

CHAIR'S OPENING REMARKS

The Chair welcomed Sally Stoker (Executive Headteacher of Hirst Wood Nursery School) as a new member of the School's Forum. She also confirmed that Ian Morrel had been elected Vice Chair.



266. DISCLOSURES OF INTEREST

Declarations were received as a potential interest from Helen Williams and Ian Morrel, for agenda item 7 “Secondary Phase De-Delegation for Maternity Scheme Costs”.

267. MINUTES OF 5 JULY 2017 & MATTERS ARISING

The Business Advisor (Schools) reported on progress made on “Action” items as follows:

- **Item 253 Matters Raised by Schools (page 4):** The matter raised by Bingley Grammar School is presented on the agenda. The matter raised by the CEO of BDAT is being taken forward. An initial report about the position of de-delegated funds, including benchmarking, will be presented to the Forum at the next meeting.
- **Item 256 Schools Forum Membership (page 5):** The agreed composition is being worked towards and further action will be taken this term to establish the Forum as agreed and refresh memberships.
- **Item 257 Oastler School (page 6):** The Forum’s recommendation is on the Executive’s work plan for its beginning of November meeting.
- **Item 258 DSG Update (page 7):** The request for further information on significant value grants being allocated into the District will be presented to a future meeting.
- **Item 259 SEND Matters (page 8):** An update on the SEND review is included in this meeting’s agenda.
- **Item 260 Schools Outturn Balances (page 9):** The Authority is continuing to have discussions outside the Schools Forum on the financial position of Hanson School.
- **Change of date July 2018 meeting:** Following the request made at the last meeting, the July 2018 Schools Forum meeting has been re-scheduled for 11 July.

Other Matters Arising

- **Early Years – Starters and leavers:** The Business Advisor (Schools) explained that a fuller update will be provided with the consultation / report regarding EYSFF arrangements at the next meeting. The move to ‘starters and leavers’ based counting arrangements, aligned with the 30 hours offer, is now not planned to begin until 1 April 2018. The movement to this approach will be formally consulted on within the EYSFF 2018/19 consultation.
- **Alternative Provision – Adjustment to the formulaic basis for funding top up for placement of pupils in AP provisions that do not have EHCPs:** The Business Advisor (Schools) asked Members to recall that, within the option 4 methodology for balancing the 2017/18 DSG allocation, agreed back in January 2017, was the adjustment of the formulaic method for funding top up in AP provisions from September 2017; from a 50% Range 4D + 50% Range 5 method to

75% Range 4D + 25% Range 5. The purposes of this were 2 fold a) the achievement of a balanced DSG by sharing the savings across a number of spending lines and b) signalling the intent to cease the 'double funding' of these placements at the beginning of the 2018/19 academic year, allowing settings notice to prepare for the direct collection of top up funding from commissioners that would be needed in the future. The Business Advisor explained that, following discussion with schools, the BACs and AP providers, the Authority has taken the view that this change should not be implemented at 1 September 2017 before the current holistic review is completed. However, the Authority still wishes to strongly signal that non-EHCP top up funding from the HNB, where the pupil remains on the roll of the commissioning school, results in double funding and this cannot continue.

Resolved –

- (1) That progress made on “Action” items be noted.**
- (2) That the minutes of 5 July 2017 be signed as a correct record.**

ACTION: City Solicitor

268. MATTERS RAISED BY SCHOOLS

No resolution was passed on this item

269. STANDING ITEM – DSG GROWTH FUND ALLOCATIONS

No resolution was passed on this item

270. UPDATE – STRATEGIC SEND REVIEW & CONSULTATION

An update was provided verbally, by the Strategic Manager SEND and the Early Years Strategic Manager, on the Authority's strategic review of SEND and Alternative Provision, following from the presentation made to the 5 July 2017 Forum meeting.

The Strategic Manager SEND updated Members on the following:

- At November, 112 additional specialist places will have been created this year and the development of interim places is on track. The biggest issue with the creation of interim places is the lack of capital budget.
- The Authority awaits the DfE's decision on wave 13 of free schools (where the Authority has bid for 2 new special schools).
- A sponsor event is being held this week for the District's new SEMH school. A site has now been located for this school, which has a September 2020 opening date. It is hoped that the sponsor and final details will be confirmed by March 2018.
- A wider scope SEMH working group has been established to progress and complete a holistic review of the District's alternative provision, looking at pressures



and the respective roles of in school and out of school support and provisions. This group is also looking at the funding respective funding responsibilities of school delegated budgets and the High Needs Block.

- The number of EHCPs in mainstream settings continues to increase and this is a key aspect of on-going discussions.
- The District's SEND conference, focusing on inclusive quality first teaching, was a success. The Authority has also re-convened the Senco Forums this term.
- My Support Plan (early access to funding resource for children with SEND) continues to be rolled out.
- An LGA Peer Review of the Authority's SEND arrangements has just taken place. This review has identified areas of significant strength in Bradford as well as areas for further development and consideration. The report from this review will be available in about 3 weeks.

The Early Years Strategic Manager updated Members on the following:

- The initial consultation period on the Authority's SEND review ran until 31 August. As a result of the feedback received, including potential legal challenge from a national group, the Authority is currently reviewing some of the proposals with a view to issuing new consultation documentation and running this consultation, widely to include parents and national groups, for a further 3 months to the end of December 2017. The Authority is also keen to bring into this review what we now know about National Funding Formula.
- The possible proposed implementation date for the review, subject to the outcomes of the consultation, is September 2018.
- The delivery of the enhanced specialist places in early years settings is still being rolled out as originally set out.

Forum Members asked the following questions and made the following comments:

- The representative of maintained special school headteachers confirmed that 128 new places in total have actually been created this year across all settings.
- The Chair asked whether there was a delay or problem with wave 13 free schools. The Strategic Manager SEND responded that the DfE at the moment is not really communicating anything about the status of this programme. The Chair asked that the Forum be kept informed about progress here with a view to assessing what further action (lobbying) may need to take place.
- The Chair asked what the aim of the wider SEMH review group is. The Strategic Manager SEND responded to explain that the focus was around our systems and processes and our continuum of provision (in school provision, out of school specialist provision and the role of our PRUs, permanent exclusion and respective responsibilities).

Resolved –

That the update from the Authority on the strategic review of SEND and alternative provision be noted.

271. SECONDARY PHASE DE-DELEGATION FOR MATERNITY SCHEME COSTS

The Business Advisor (Schools) presented a report, **Document HQ**, which provided detail to enable the Schools Forum to further consider the matter raised on 5 July 2017 regarding the disproportionate cost to the maintained secondary phase in 2017/18 of de-delegated arrangements for the maternity costs scheme.

The Business Advisor took Members through the options and the recommendation for option 2. Members did not ask any questions and did not raise any further points for discussion.

Resolved –

That maintained secondary schools be reimbursed using option 2 as set out in Document HQ.

ACTION: Business Advisor (Schools)

272. NATIONAL FUNDING FORMULA - UPDATE

The Business Advisor (Schools) presented a report, **Document HR**, which provided an update on announcements over the summer on the implementation of the National Funding Formula. The Business Advisor added to this report by presenting further information verbally on the Secretary of State's announcement made on 14 September. He explained that the impact was still being worked through and that a fuller briefing note on the final National Funding Formula would be presented to the next Schools Forum meeting.

Members asked some questions on the specific aspects of the final NFF announcement, including the new minimum per pupil funding floors. The Business Advisors said that confirmation of the detail would be presented to the next meeting.

The Vice Chair stated that it will be helpful for a statement to be provided of the NFF parameters and key decisions that need to be taken in response, which will aid communication with colleagues.

A Member asked about the extent to which the final NFF settlement alters the previously forecasted continued erosion in the real terms value of education funding over the next 2 financial years. The Business Advisor promised to respond to this specifically at the next meeting. The representative of the teaching trades unions stated that there are clearly continuing significant pressures for schools within the NFF settlement, especially when this is to be managed in the context of the beginning of the release of pay restraint. An Academy Member stated that it is important for a view of the quantum of pressure that will need to be absorbed to be provided as soon as possible so that schools and academies can plan their budgets on this basis.

A Member asked how the Authority ensures that errors are not made given how complicated DSG formula funding arrangements have become. The Business Advisor

responded by describing the checks and safety nets that are 'in the system' to ensure that the potential for mistakes is limited.

Resolved –

- (1) That the information contained in Document HR be noted.**
- (2) That analysis is provided to the next meeting on the real terms pressures facing schools over the next 2 financial years.**

ACTION: Business Advisor (Schools)

273. OUTLINE - FORMULA FUNDING ARRANGEMENTS & CONSULTATIONS 2018/19

The Business Advisor (Schools) presented a report, **Document HS**, which outlines the draft working principles that are being considered for shaping the development of Bradford's formula funding arrangements for 2018/19. This information is being presented to give Forum Members early informal sight of developing proposals and to enable Members to think about implications and how these are most effectively communicated.

The Business Advisor explained that the Authority is working to present to the Forum the more formal consultation reports, for the Schools Block, Early Years Block and High Needs Block, at the next meeting. It is recognised that this is slightly later than the timetable in previous years hence why informal communication is important at this stage.

Members agreed that it would be helpful to be able to consider the detail of the Schools Block primary and secondary formula funding proposals for 2018/19 before these are presented to the Forum on 18 October. Members requested that the Formula Funding Working Group is convened to give this opportunity.

Members also agreed that it would be helpful for the Business Advisor (Schools) to attend primary and secondary Headteacher meetings asap to being to communicate key messages.

Resolved –

- (1) That Schools Forum Members be invited to a 'Formula Funding Working Group' meeting in order to give Members the opportunity to consider the National Funding Formula and 2018/19 arrangements in more detail in advance of the next Schools Forum meeting.**
- (2) That the Business Advisor (Schools) presents the key decisions, to be made on primary and secondary 2018/19 formula funding, to BPIP (at next week's conference) and to secondary headteachers / CEOs (at a session to be organised by the Vice Chair).**

ACTION: Business Advisor (Schools)



274. WORK PROGRAMME AND SCHEDULE OF MEETINGS 2017/18 ACADEMIC YEAR

The Business Advisor (Schools) presented a report, **Document HT**, which outlined the School Forum's 2017/18 Academic Year work programme. Members were asked to note that, following the request made at the last meeting, that the July 2018 meeting has been rescheduled to Wednesday 11 July 2018.

Members did not ask any questions.

Resolved –

That the proposed programme be noted.

275. SCHOOLS FORUM STANDING ITEMS

No resolution was passed on this item.

276. AOB / FUTURE AGENDA ITEMS

No resolution was passed on this item.

277. DATE OF NEXT MEETING

The next Forum meeting is scheduled for Wednesday 18 October 2017. Please note that the July 2018 meeting has been rescheduled to Wednesday 11 July 2018.

These minutes are subject to approval as a correct record at the next meeting of the Schools Forum.

THESE MINUTES HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER
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