

Schools Forum Meeting on 20 June 2019

Action Sheet

TOPIC	ACTION	RESPONSIBILITY	OUTCOME
1. Annual Review of the Constitution	The membership structure of the Schools Forum, to be amended to include one additional non-schools member 'a community representative' to reflect the appointment of Andrew Harris.	Joanne Bolton	Completed. Constitution and membership list updated.
	The Clerk to clarify whether an addition should be made to paragraph 1 of the Constitution, to reflect that there must be at least one member on the Forum who is a representative of the headteachers of academies.	Joanne Bolton	The text in paragraph 1 of the Constitution makes reference to the requirements of the Schools Forum (England) Regs 2012 regarding the membership of the Forum. The requirement for the inclusion of Academy representatives, including headteachers and governors, is covered within paragraph 1.1 (a) of the Constitution: <i>'(a) there must be at least one Academy member on a Schools Forum where there are Academies in the local authority's area'</i> . No amendment is therefore proposed.
2. Minutes of the previous meeting	The Head of SEND to make contact with Clare Steel, Special School Headteacher, to provide clarification on the number of children who had been allocated a special school place in the next academic year.	Philip Haslett	Commissioned places are now agreed with all special schools for the academic year 2019/20.
	Elisa Entwistle, Alternative Provision Schools representative, asked officers to provide clarification on the plans for the pupils, whose named special school in their Education Health and Care Plan (EHCP) was	Philip Haslett	Where a special school has been named on an EHCP, but is over-subscribed the SEN case work team will work closely with the mainstream school to identify reasonable

	oversubscribed.		adjustments that can be made to ensure appropriate support is in place. In exceptional circumstances, the EHCP service manager, with the approval of the Head of Service, can commission additional places in the school, but this is only done when reasonable adjustments cannot be made by the mainstream school.
3. Outturn and Maintained School Balances	<p>The Finance Manager – Schools Strategy and Capital, to seek clarification from the ESFA, on how any clawed back surplus funds were allowed to be used, and to ascertain if it was permissible for any school balances clawed back from mainstream schools, to be used in the High Needs block.</p>	Philip Haslett/Neil Egles	<p>The Schools Forum and LA have flexibility to agree a mechanism for clawing back unused school balances from maintained schools and to agree how to use any funding that is clawed back. They would need to:</p> <ul style="list-style-type: none"> • consult with all schools on the proposal, • obtain a forum decision following consultation, • update the GCC scheme for financing schools to state what those new actions/uses will be. <p>It is worth noting that “Any mechanism should have regard to the principle that schools should be moving towards greater autonomy, should not be constrained from making early efficiencies to support their medium-term budgeting in a tighter financial climate, and should not be burdened by bureaucracy”.</p> <p>It is also worth noting that there is no mechanism to clawback funding from Academies and there is currently no intention to create one.</p>

	<p>The Deficit Officer Group to involve the school governors in its discussions with school headteachers and business managers, concerning plans for excess surplus.</p> <p>Information on the budget deficits in maintained schools to be shared with the Forum once data analysis was complete.</p>	<p>Philip Haslett</p> <p>Philip Haslett</p>	<p>Recommendation Having considered the claw back mechanism in more detail, and in order to treat all schools equitably and align with the view of the DfE that schools should be moving towards greater autonomy, it is recommended that the claw back provision be removed from the GCC Scheme for Financing Schools.</p> <p>Governors are already routinely invited to attend deficit meetings. Attendance from governors is good and often includes a number of governors.</p> <p>(waiting on finance data from Vicky Chapman).</p>
<p>4. High Needs</p>	<p>Officers to work with the Association of Special School Headteachers to examine the data which underpins the specialist commissioning strategy, to ensure its accuracy.</p> <p>Officers to consider how to engage Early Years in the Restorative Practice programme.</p> <p>The priorities for the Schools Forum Working Group will be: the development of new approaches to managing exclusions; and improvement of the graduated pathway and EHCP process.</p>	<p>Philip Haslett</p> <p>Philip Haslett</p> <p>Philip Haslett</p>	<p>Officers met with the Association before the end of term and agreed to utilise the census data. It was also agreed that we would utilise fields for both primary and secondary need to inform planning.</p> <p>Head of Service for Early Years has been invited to join the project group and will be included in all future planning.</p> <p>Working group focus for the Autumn will be on the development of new approaches to managing exclusions, with a view to running a pilot in the Spring term.</p>

<p>5. Lobbying and Media – Continuing to raise the profile of School Funding and High Needs</p>	<p>The funding events in each of the six constituencies to be arranged to take place in the Autumn Term 2019.</p>	<p>Philip Haslett/Joanne Bolton</p>	<p>Given the recent funding announcements we are proposing not to move forward with the events as previously planned.</p>
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