

SCHOOLS FORUM**WEDNESDAY 19 JUNE 2019, 2:00pm – 4:00pm****ENGAGE****Attendees**

Wendy Cording (WC)	Chair
Heidi Price (HP)	PAPH representative
Ian Cording (IC)	PAPH representative
Anne Thorne (AT)	SHAP Governor representative
Anita Hemsli (AH)	PLT representative
Andrea Hemmens (ASH)	SHAP representative
Justine Mason (JM)	PLT representative
Julie Bevan (JB)	PLT representative
Matt Binden (MB)	AP representative
Ann-Marie Allchurch (AA)	CE Diocese representative
Maureen Taylor (MT)	Early Years representative
Pat Gould (PG)	PAG representative
Stephen Martin (SM)	Nursery Representative
Sue Smith (SS)	Early Years representative
Judith Harwood (JAH)	Assistant Director, Education, Participation & Skills
Amanda Paddison (AP)	Education, Participation & Skills – Head of Business & Access
Jo Siney (JS)	Education, Participation & Skills – Head of SEND
Louise Jenkins (LJ)	Education, Participation & Skills – Finance Officer
Helen Slater (HS)	Education, Participation & Skills – Finance Officer
Nadia Donald(ND)	Clerk to Schools Forum

Apologies:

Lisa Hartley (LH)	CEO PLP
Matthew Corrigan (MCO)	PLT representative
Martyn Cox (MC)	PLT representative
Colin Randall (CR)	PAPH representative
Carrie Wills (CW)	Governor representative
Karen Cook (KC)	RC Diocesan Rep
Aaron Meredith (AM)	PAPH representative
Ben Manning (BM)	Post 16 representative

1.	WELCOME & APOLOGIES	Action
	As above.	
2.	MEMBERSHIP	
	<p>Welcome to Stephen Martin, nursery rep and Matt Binden, Alternative Provision rep.</p> <p>This will be Maureen Taylor's last meeting. WC thanked her for her commitment to Schools Forum. Early Years replacement rep is currently being explored.</p>	
3.	MINUTES FROM PREVIOUS MEETING ON 27 JANUARY 2019	
	Minutes approved as an accurate record of the meeting.	
4.	MATTERS ARISING	
	There were no matters arising from the previous meeting.	
5.	SCHOOL BALANCES	
	<p>LJ presented a summary analysis of school budget share balances for 2018/19. The proposal to Schools Forum is that these are all agreed as the majority are within allowable proportion. Three year plans for all schools have been received.</p> <p>Schools Forum agreed to carry forward school balances as detailed in document 5.</p>	
6.	SCHEME FOR FINANCING SCHOOLS	
	<p>LJ provided a summary of the updates and amendments made to the scheme for financing schools document. These have been summarised in document 6.1. These are minor amendments due to suggestions made from central government.</p> <p>Schools Forum agreed to the amendments.</p>	
7.	BUDGET & OUTTURN	
	<p>The final DSG allocation for 2018/19 was £199.678m. Document 7.1 shows the breakdown of this. Following deductions the actual allocation for 2018/19 was £70.179m. The year end outturn against the DSG budget gives an underspend of £512k. Papers 7.2 A&B provide further detail. The surplus balance to carry forward was £589k.</p> <p>HS confirmed that the high needs funding for 2019/20 has been allocated out to schools.</p>	

	<p>Dedicated Schools Grant 2019/20 Budget monitoring</p> <p>The initial DSG Allocation for 2019/20 (notified in March 19) was £209.997m. Paper 7.3 shows how this is allocated out and the actual allocation for 2019/20 of £68.560m This forecast for the high needs budget has been uplifted to account for the balancing review savings built into the budget. Currently the forecast overspend on the High Needs Block is £850k. There are no changes in the forecast for schools block, central services block or early years block to be reported at this point. HP asked how accurate this figure was. HS confirmed that based on the information that we hold at the moment this is as accurate as it can be. The forecast year end DSG balance is a deficit of £412k.</p> <p>High Needs continues to be an area of risk. Recommendations from BMG are being implemented to manage this.</p> <p>HS explained the pressures coming from ACE primary, special school top ups, joint funded placements and unexpected high costs. Needs continue to grow. ASH added that due to good care survival rates are increasing.</p> <p>HS to supply a breakdown of the changes between this years and last's high needs block.</p> <p>HP asked if it would be useful to analyse the significant increase of special needs coming into the area. JS commented that costs are rising due to complexity of needs and provider costs.</p>	<p>HS</p>
<p>8.</p>	<p>0-25 BUSINESS CASE IMPACT REPORT</p>	
	<p>JS provided a report on the impact the additional investment that Schools Forum agreed in June 2018 for the 0-25 SEND Statutory Assessment Team. JS highlighted that there has been a delay in recruitment to some posts. There has been a timeliness issue around issuing plans within 20 weeks and since recruiting to these posts this has improved.</p> <p>Annual Reviews are a critical area of improvement. There is now good tracking in place and communication with schools, making the Annual Review a dynamic live document.</p> <p>Key actions:-</p> <ul style="list-style-type: none"> • Rising demand – There is a growing pressure on resource. Looking at working systems and processes. Schools Forum may need to reconsider resource due to demand. • The improvement plan for this area sits with the SEND Strategy Steering Group. • Working practices of SMAP – area of work for BMG <p>HP asked if it was worthwhile looking at the use of EHAT alongside EHC to ensure that it is effective and practical. It was agreed that this would be useful.</p> <p>ASH asked if there was an electronic solution to the portal. Currently any changes are not reflected in the original document.</p>	<p>JS – Report back to next meeting</p>

9.	<p>HIGH NEEDS UPDATE</p>	
	<p>The final High Needs block outturn in 2018/19 was an overspend of £588k, which includes additional funding announced in year of £550k.</p> <p>The main areas of overspend are:</p> <ul style="list-style-type: none"> • Special School Top Up Funding (Maintained and Academy) • Alternative Provision • Post 16 Provision (Independent Sector and FE Colleges) <p>Actions for these areas have been picked up as part of the ongoing BMG work plan. It is anticipated Plymouth will continue to see pressures in these areas going forward.</p> <p>The forecast for 2019/20 for the high needs block is an overspend of £850k.</p>	
	<p>BMG</p>	
	<p>POST 16 FUNDING MODELS</p>	
	<p>HS provided an overview of high needs post 16 funding and the elements within this. The main issues highlighted under the current arrangements at BMG were:-</p> <ul style="list-style-type: none"> • New flexibility to retain Element 2 place funding – HS explored this and raised with the ESFA to identify the benefits. HS contacted Kent Local Authority and Plymouth did not change the funding arrangements as there was no benefit apparent in the short timescale for consideration. • Potential for using a different funding model – Initial conversations have been around City College as our biggest provider. City College have provided 3 year view on predictions v outcomes and HS has been reviewing this and any inconsistencies raised. <p>Other issues raised:-</p> <ul style="list-style-type: none"> • Finance to show historic trend of places funded per place occupied • Learning Walk – LA to focus on City College in 2019/20 academic year to better understand their journey and the role and responsibilities of those involved. • Too many requests for places at Monteray – JS explained that this is a small unit for those with complex bespoke needs. <p>MT asked if there was any reason for the unexpected increase at ACE Primary. JS explained that the increase in exclusions and the difficulty in integrating some back into school as the reasons for this. Discussions regarding schools finding it increasingly difficult to support due to a number of factors. MT asked if there was a forum for these types of issues to be discussed. JAH explained that there is a multi-agency Children’s Partnership, which has a sub group which specifically looks at vulnerable young people, an Early Help steering Group which looks at proposals going forward, as well as issues being discussed at PAPH/PLP.</p>	

	<p>Transitions to out of school arrangements can cause a barrier to a good transition. This forms part of the on-going BMG work. Councillors are making enquiries into the patterns of a school day and JAH would welcome any engagement from schools to contribute to this.</p> <p>Document 9.3 provides an update on the High Needs Block Post 16 funding development plan. There is now a Transition to Adulthood Project Exec group who this area of work now sits with and reports to the SEND Strategy Steering Group. This report provides assurance to Schools Forum that this area of work is continuing.</p> <p>BMG Activity Document 9.4 provides a summative report of the areas of work undertaken by BMG over this last academic year. The report also notes the matters arising which will form the basis for future BMG work plans. A proposed schedule for the next academic year will be discussed at the next Schools Forum.</p>	
10.	AOB	
	<p>Call For Evidence – Email has been distributed to Schools Forum members regarding a Call For Evidence relating to funding for SEND and those who need alternative provision. BMG are meeting on 28 June to formulate a Schools Forum response, however all schools are encouraged to make their own submission. If anyone has any suggestions please forward to Helen Slater who will be collating the Schools Forum response. The questions focus on SEND in mainstream and the deadline date is 31 July 2019.</p> <p>Timely reporting – AP reported that Schools Forum guidance has recently been updated and now states that's Schools Forum papers should be published a week in advance. We have always published papers after a Schools Forum has taken place. This will mean that financial reporting will be three weeks old by the time it is discussed at Schools Forum and in some cases could be out of date. It was agreed that we will continue with our current process.</p> <p>NFF 20/21- Currently no news from central government.</p> <p>Exclusions – HP asked if there could be an update at Schools Forum regarding exclusions as this has an impact on schools funding. Discussion regarding having a forum to discuss these types of issues, including SEN Support and Elective Home Education.</p>	All – Provide response to Call for evidence by 31st July 2019
11.	Dates of future meetings	
	<p>2019</p> <ul style="list-style-type: none"> ▪ 6 November 2019 – 2pm – 4pm at Engage ▪ 11 December 2019 – 2pm- 4pm at Engage <p>2020</p> <ul style="list-style-type: none"> ▪ 15 January 2020 – 2pm-4pm at Engage ▪ 26 February 2020 – 2pm-4pm at Engage 	

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| | <ul style="list-style-type: none">▪ 10 June 2020 – 2pm-4pm at Engage▪ 11 November 2020 – 2pm-4pm at Engage▪ 9 December 2020 – 2pm-4pm at Engage | |
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