

Birmingham Schools Forum
Thursday 15th December 2022

2pm – 4pm

Remote meeting via MS Teams

	Present:	
	<p>Claire Henebury Maintained Nursery School Head Teacher representative Maxine Charles Maintained Primary School Headteacher representative Mike Dunn Maintained Secondary School Head Teacher representative Denise Fountain Maintained Special School Head Teacher representative James Hill Mainstream Academies Representative Chair David Worledge Mainstream Academies Representative Gillian Gregory Maintained Special school governor representative Janet Dugmore Non-school representative (Associations representing support staff working within schools) Mandeep Marhawa Committee Manager BCC Jyoti Jaspal Mishi Nurseries Anna Pendleton Primary School Forum Representative Paul Crossley HR Business Partner – Schools BCC Colin Townsend Mainstream Academies Representative Chris Wilson Special Academies representative Catherine Griffiths Maintained Primary governor representative Steve Howell Pupil Referral Unit representative Pam Garrington Maintained Primary Governor representative Sean Delaney Maintained Nursery School governor representative David Room Non-school representative (nominated by Teacher Associations) Malcolm Green Strategic Finance Manager – Schools Herefordshire Council Mashuq Ally Maintained Secondary Governor representative, Tim Boyes CEO Birmingham Education Partnership Technical Observer Clare Sandland Finance Business Partner BCC Kate Reynolds Director Lifelong Learning & Employability Helen Ellis Director for SEND and Inclusion Jaswinder Didially Head of Service Education Infrastructure Jaspal Madahar Principal Officer Finance & Resources BCC Xiao-Ming Hu Finance Manager Children and Families Directorate BCC Julie Beattie Children and Families Directorate Fair Funding BCC Ben Patel-Sadler Interim Senior Committee Manager BCC Cathy Fox Professional Support Officer BCC Terry Shaw Senior Business Analyst BCC Councillor Karen McCarthy Observer: Patrick Grant DfE Nadia Khalid Clerk</p>	
1	Welcome and apologies	Chair

	Present:	
	<p>The Chair welcomed all, and introductions were made.</p> <p>With members agreement, the meeting was recorded. The recording to be published to the BCC website.</p> <p>Apologies for absence received from: Lisa Fraser Director for Education and Early Years BCC Simon Bartlett Maintained Secondary School Representative Les Lawrence Mainstream Academies Representative</p>	
2	Minutes of meeting held 20 th October 2022	Chair
	The minutes were agreed as a true and accurate record of the meeting.	
3	Matters arising from minutes	Chair

	Present:	
	<p>Action: The Chair has written to Janice to thank her for her many years of service</p> <p>5.1 Action: Work on modelling and falling roll pupils to be presented at the next technical group meeting, this is to be revisited, with input from Jas Didiially about how this is best executed. – To be presented today</p> <p>5.5 Action: Information regarding the High Needs block for 21/22 and 22/23 to be circulated to the invitees (Daniel Dawson) needs to be sent to chair by Julie Beattie – Action: This was sent to the Chair and Clerk and will be circulated to the invitees</p> <p>Action: Councillor McCarthy to take the feedback re Oracle to the Director of Finance – Update to be provided today</p> <p>Action: Clare Sandland to inform all schools who pay for financial services support about the plan. – Update to be provided today</p> <p>Action: Clare Sandland to set up an Oracle focussed technical group -This will be updated by Paul Crossley at the end of the agenda</p> <p>6.7 Action: (Outstanding from last meeting) monitoring the impact of and the accountability for the use of the DLP funding to be part of the SEND report at the December meeting. Action Carried forward</p> <p>Action: Director Lifelong Learning & Employability and Chair to meet to discuss the nature of the information required by the Schools Forum and the format it is required in. Discussion to include: Central Schools Block shortfall in funding and school improvement.</p> <p>8.2 Action: (Outstanding from last meeting) SEND update to be added to the agenda for the December meeting- Action Completed</p> <p>9.1 Action: (Outstanding from last meeting) Director for Education and Early Years to arrange an induction for new Schools Forum members before the next meeting- Induction dates set, invites sent out Action: Director Lifelong Learning & Employability to look into this</p> <p>Action: Director for Education and Early Years: Create a maintained schools Technical Group to discuss the options relating to funding shortfall before the next School Forum, consider what the LA can offer and look at how other authorities are dealing with it. – It was decided that the shortfall is to be met internally</p> <p>Action: Work programme to be added as a permanent item to the agenda – Action Carried forward</p> <p>Action: Councillor McCarthy and Director for Education and Early Years to map what is happening in SEND; a paper to be presented for Sue to map out responsibilities - Action carried forward</p>	<p>Clerk</p> <p>Director for SEND and Inclusion</p> <p>Director Lifelong Learning & Employability, Chair</p> <p>Director Lifelong Learning & Employability</p> <p>Clerk</p> <p>Director for SEND and Inclusion</p>
4	LA Update	KR

	Present:	
5	<p>Invitees voiced their dissatisfaction with the meeting papers being distributed late, leaving them feeling unable to fully contribute.</p> <p>Chair: Meetings papers are to be circulated via email in the future. Any decisions that are to be made in this meeting to be deferred to the January meeting to allow sufficient time to look at the papers.</p> <p>Action: Clerk to send out meeting papers one week in advance of meetings via email</p> <p>The chair reminded the group that papers are to be sent out a week in advance of the Schools Forum meeting.</p> <p>XMH apologised for a technical issue which prevented the papers being uploaded to the website in her absence.</p> <p>Action: Director Lifelong Learning & Employability to look at how papers are circulated and the means used.</p> <p>KR introduced herself to the invitees and gave a background to her experience of working with schools an overview of her remit.</p> <p>KR informed invitees that Scarlet Fever and Strep A information was available on the School Noticeboard. Fiona Chamberlain is supporting schools and governors with queries.</p> <p>Schools have been sent the funding arrangements for the Household Support Fund.</p> <p>Some schools have completed a mental health survey – Thank you for that.</p> <p>In terms of The September Guarantee Birmingham has made an offer of employment, education and training to 95% of 16 and 17 year olds. We will now be working with the 5% to find and support those young people.</p> <p>Condolences were given to the families, loved ones and anyone affected by the sad loss of life in Solihull.</p> <p>KR passed on seasonal well-wishes, on behalf of Sue Harrison, and thanked the invitees for their hard work over the term.</p> <p>JD confirmed that the Household Support Fund can be spent as schools see fit and that any underspend would have to be redistributed.</p> <p>The Chair reminded the group that the tracking of the funding is detailed in the email that was sent to schools.</p>	<p>Clerk</p> <p>Director Lifelong Learning & Employability</p>
	Falling Rolls Funding & Growth Fund	JD

JD explained that any decisions could be made in the January meeting as the papers were late. JD also explained that calculations that were in the papers were estimates, especially falling roll data, as the census data has only just been published.

The 22/23 funding data will also be available in the January meeting.

JD shared a PP which outlined headlines:

- Falling birth rate
- Surplus primary places and areas of surplus
- In-year growth
- Major housing development sites
- Reception forecast compared to capacity
- The process to reduce PAN
- Ongoing work for 2023

It was noted that data was previously was broken down into 10 planning areas. MD requested all planning areas information is shared with Schools Forum in a spreadsheet format as it has been in previous years? JD yes the data will be available for the School Forum after the January Forum.

KR commended JD and her team for the robust data produced for place planning.

SH recruitment is a concern when there are falling numbers. It was suggested that the school consortia could be used to indicate where there are vacancies and then appropriate HR processes can be used.

Jas Didiaily presented a paper on the Growth Fund for 2023/2024:

- Funding for growth to meet Basic Need; increased births and in-year cohort growth from migration
- Funding for growth in pupil numbers resulting from school closure
- Funding for new schools or new school phases to meet Basic Need
- Overall funding requirements to meet Basic Need (including new schools) and school or school phase closures

The agreement needed from Schools Forum is to agree the criteria and the rates set out in the papers for growth and growth in pupil numbers resulting from school closure.

Jas Didiaily presented a paper on the Falling Rolls Fund for 2023/2024:

- Proposed Criteria
- Proposed Allocation
- Decision requested

The DSG schools block reserve funding will be used to support schools with falling roles as in previous years from 2020 into 2023. This applies not only to maintained schools, but the fund applies to all schools including academies and free schools.

A proposed criteria for Falling Rolls Funding was put to the Schools Forum. Definitive funding figures will be available at the January meeting.

	Present:	
	<p>Currently there is a criterion that the Falling Roll Schools Fund is eligible for schools that are good or outstanding in their last Ofsted inspection. To work outside of this criterion an application must be made to the DfE, as agreed by Schools Forum last year. Due to the situation in regard to surplus places, the Schools Forum is asked to consider the disapplication of the criteria again this year and make an application in respect of this to the DfE.</p> <p>Summary of decisions required by Schools Form for 2023/2024:</p> <ol style="list-style-type: none"> 1. Whether Schools Forum wish to continue with the current arrangements and make the application and consider good schools that are less than good. 2. Whether Schools Forum agree that we can have the flexibility of applying funding rate at 100% or 75% AWPU <p>KR: Questioned who makes the final decision? So if the Schools Forum were to want to disapply the criteria do they make the decision or is it the DfE?</p> <p>JD: DfE</p> <p>Jaspal Madahar shared the Growth Fund Appendices, demonstrating BCC Growth Fund Modelling for 2023/2024.</p> <ul style="list-style-type: none"> • Projected Total Growth Requirement 2023/2024 £8.625m • Projected Shortfall in Funding 2023/2024 £2.313m • Funding from DSG School Block Reserves £2.313m <p>Currently the DfE have not made changes to the way LAs can distribute growth funding.</p>	
6	SEND Update	HE

	Present:	
	<p>Helen Ellis introduced herself to the Schools Forum as the Director for SEND and Inclusion.</p> <p>Helen explained that she has made visits to schools and will continue to do so in the new year.</p> <p>HE will pick up SEND related actions from the previous meeting, for feedback at a later meeting, including information about DLP and High Needs Block.</p> <p>HE informed the Forum that she has been working with the SEND Improvement Board, with John Coughlan, cabinet members and other colleagues to understand the service.</p> <p>SENAR has been an area of priority, there will be a new communication strategy announced on 9th January and will include a telephone service. We are working towards a more responsive service.</p> <p>We have been working on the Improvement Plan to move into improvement quickly.</p> <p>We are moving towards recruiting more permanent staff once funding has been approved.</p> <p>HE informed the Forum that some of the SEND related meeting actions have been carried forward for a few meetings and responsibility should not rest with one person.</p> <p>HE assured the Forum that she is permanent in her role and this will provide continuity.</p>	
7	CSSB Provisional Budget for 2023/24	TS

	<p>Present:</p> <p>Terry Shaw shared a paper on Central School Services Block Provisional Allocations 2023/24</p> <ul style="list-style-type: none"> • CSSB Budget 2023/2024 • Benchmarking • Service/commitment details • Recommendations <p>TS reminded the Forum that the paper is for information and discussion. The revised paper will be available in January 2023.</p> <p>Birmingham City Council was awarded a provisional allocation of 8.22 million for 2023/24.</p> <p>This is a reduction of £810,000 in comparison to 2022/23.</p> <p>The School Forum expressed concerns that a number of budget shortfalls were relying on reserves.</p> <p>Action: Director Lifelong Learning & Employability to meet with The Senior Business Analyst to discuss reliance on reserves and commitments</p> <p>Action: Director Lifelong Learning & Employability to meet with the Chair to discuss strategic approach to management of reserves</p> <p>CS: We do need a review of the CSSB commitments to ensure we have enough funding to meet those commitments. We will look into this in the new calendar year.</p> <p>Action: Finance Business Partner and The Senior Business Analyst to look at the contribution to combined budgets- Birmingham seems to be £50 per pupil over the average</p>	<p>Director Lifelong Learning & Employability, The Senior Business Analyst</p> <p>Director Lifelong Learning & Employability, Chair</p> <p>Finance Business Partner, The Senior Business Analyst</p>
8	De delegation LA schools Consultation Update	TS

	Present:	
	<p>The de-delegation areas: facilities, contingencies, time and behaviour and support services are funded within the schools block and the proposal is an increase of 1.9% as per the national funding formula rate.</p> <p>There has been one response from Little Sutton Primary School, who have said that they are comfortable with the de delegation areas and continuing with the 1.9% increase.</p> <p>KR this is something that needs to be looked at, needs a more strategic approach and a review of the whole process with schools having their voices heard.</p> <p>Action: Director Lifelong Learning & Employability, the Chair and The Senior Business Analyst to look at the De delegation consultation process.</p> <p>The forum highlighted that the online consultation process was not how schools have previously shared their views and previously representatives from Secondary Forum and Primary Forum brought forward the viewpoints from these arenas.</p> <p>Action: Director Lifelong Learning & Employability to find out how the consultation process was decided upon, and to bring a paper to the School Forum in regard to this</p>	<p>Director Lifelong Learning & Employability, Chair, The Senior Business Analyst</p> <p>Director Lifelong Learning & Employability</p>
10	Any Other Business	Chair

<p>Present:</p> <p>Oracle Update:</p> <p>PC: A major Oracle workshop took place. Discovery Workshop involving 12-15 school representatives and business managers. In the workshop were Oracle programmers, BCC finance colleagues, HR colleagues and procurement colleagues.</p> <p>Invitees at the workshop were very forthcoming with their input, this led to a list of 21 priority improvement actions. These actions will be communicated to schools to make the nature of the improvements taking place in the next few weeks transparent.</p> <p>The Forum queried how the invites were sent out to the workshop/ where was the event advertised? Could this be opened up to more people eg HR Managers in large schools.</p> <p>HR Business Partner for Schools to request a briefing paper to give a background to the Discovery Workshop.</p> <p>The Forum asked if there was to be a timeline for the communication / implementation of the actions?</p> <p>PC: there may be some communication in January but this is not a certainty.</p> <p>CS: we will ensure the invite goes out to the appropriate people for the next session, so that everyone who wants to participate is able to.</p> <p>JH: an open invite to for all stakeholders would help address the HR and finance issues regards Oracle.</p> <p>The Chair and CS Thanked Xiao Ming-Hu for her service to School Forum as she will be leaving BCC.</p>	<p>HR business Partner for Schools</p>	
<p>Date of Next Forum Meeting:</p> <p>Thursday 19th January 2023 @ 2:00pm – 4:00pm</p>		