

THE KIRKLEES SCHOOLS FORUM

meeting held on **Friday 19th October 2018**

10:00am at the Tolson Museum, Huddersfield

Present:

	Nursery School Heads (1)
Claire Minogue, Diana Wilson	Primary School Heads (5)
	High School Heads (2)
Anne Lawton	Special School Heads (1)
Sarah Wilson	Special Academy Heads (1)
Michelle Lee [Chair]	Academy Heads (3)
Martin Ridge	Pupil Referral Units (1)
	Kirklees Governors (1)
Gillian Collins (NEU – ATL section), Paula Wescott (NASUWT)	Non-school members (5)
David Gearing (Financial Delegation Manager); [Minute Clerk]	Officers in Support
Natalie McSheffrey (Schools & Settings Relationship Manager)	
Jo-Anne Sanders (Service Director – Learning & Early Support)	
Martin Wilby (Acting Deputy Asst Director – LA Statutory Duties)	
	Observers

1. Apologies for absence

Apologies had been received from Hazel Danson (NEU – NUT section), Paul Davies (Kirklees Governors), Marcus Newby (Primary Heads) and Jenny Shore (Primary Heads).

2. Minutes of the Schools Forum Public meeting held on 29th June 2018

The minutes were agreed to be a true record of the meeting.

3. Matters arising from the Schools Forum Public meeting 29th June

3.1 Proportionate Representation 2018/19 and Forum membership update [minute 3.1 of the 29th June meeting]

Proportionate representation

The Forum has ten membership positions from the mainstream primary and secondary school sectors. The number of representatives from the maintained primary, maintained secondary and mainstream academy sectors are determined from an annual check from the May pupil census of the total number of pupils (Reception to Year 11) in each of the sectors at that point. The table below shows the relevant numbers and proportions used to inform Forum membership for the academic year ahead.

Maintained Primary pupils	Maintained Secondary pupils	Primary Academy pupils	Secondary Academy pupils	Totals
31,786	9,262	6,575	14,709	62,332
50.99%	14.86%	10.55%	23.60%	100.00%
5 reps	2 reps	1 rep	2 reps	10

The above numbers have not changed significantly enough from a year ago to alter the sectoral proportions which have applied for the last two years. It was pointed out that the maintained secondary proportion has exhibited an increase in comparison to last year.

Membership update

Maintained Primary – potential vacancy due to a period of secondment. The next Kirklees Primary Heads meeting takes place on 13th November when the question of representation will be considered.

Maintained Secondary – the last Kirklees High School Heads (KHSH) meeting effectively ran out of time to decide upon the issue of representation. There is, however, an officer meeting next Friday with the KHSH Chair and vice Chair at which it is hoped that two new Forum representatives can be confirmed.

There was some discussion at the KHSH meeting about the lack of a Secondary academy representative to the Forum. Clearly this situation has arisen, in the main, due to the absence of anyone from that sector putting themselves forward for the ballot that took place over the summer. However, the fact that there are more primary academies than secondary academies in Kirklees also weighs against the secondary academy sector. It would be helpful if the Schools Forum regulations included a statement about the need for academy representation to be proportionate to the two sectors as is the requirement for maintained school representation.

3.2 High Needs Review update [minute 3.3 of 29th June] [Mandy Cameron, Head of Service – Education Safeguarding and Inclusion, attended the meeting for this item].

Mandy Cameron provided a verbal update about the next steps in the High Needs action plan following the recent workshop event at the John Smith's Stadium.

- Various work-streams have been created and are in the process of being time-lined.
- It is intended that work on funding levels be pulled together into proposals by the end of this term.
- There will be meetings held with individual special schools over November and December to refresh the earlier Core/Core Plus work in the light of further development of the high needs continuum. Schools with the same specialism will be seen together.
- There is also a need to map ASD and SEMH difficulties across all of our special schools.
- The assessment of costs within the Special sector must be balanced against the need for specialist places.
- For mainstream schools there is a need to determine how to increase the capacity of schools to cope with children with complex needs. Partly this is related to delivering appropriate levels of funding, but also workforce development is a key driver to ensuring schools can meet most needs. The workforce planning work-stream will develop the strategy going forward.
- It is important too that parental views become more evolved. The 'system' needs to be better at explaining the school setting that would be best for their child's needs.

The High Needs Strategic Review has been 'writ large' across the Council and given priority focus due to the significant financial pressure which continues to build within the High Needs account. In addition to the general fund picking up the HN deficit (£4.66m) at the close of 2017-18, additional funding has been committed by the Council to strengthen the SENDACT service to bring their structure more into line with how other local authorities are operating

and work has commenced on capital programmes to create additional capacity within the system to cope with volume pressures.

One of the biggest factors in the High Needs deficit is the increasing numbers of children having to be placed in expensive external specialist provisions. It was asked whose responsibility it is within the Council to quality assure the impact and value for money of these provisions. [It is Kate Mawer]. In general, Kirklees already shies away from provisions that do not offer a quality service.

Mandy reported that a local Alternative Provision Free School bid was submitted by the LA earlier this week to create an additional 90 specialist places – some of which can be commissioned directly by schools. A decision on the bid will be made early in the New Year. If successful, it is estimated the new provision will be open for September 2021. If it can be delivered at an earlier point it will be. If the bid is unsuccessful the fall-back position would see the Council taking on the Capital build issues itself to develop the AP places alongside its commitment to develop further places for SEMHD children.

It was asked if information could be provided to quantify the number of applications for special school places in comparison to the number of children who are allocated a special school place.

3.3 Absence Insurance Scheme deficit recovery [minute 6 of 29th June]

It was confirmed that the journal charges to recover the deficit in the insurance scheme had been made in the accounts in Month 6. Schools affected had received an explanatory e-mail from David Gearing. Only one school had exhibited some bad temper about the charge. Most of the schools who responded to the e-mail had understood the need to keep the scheme in balance.

4. Kirklees Education & Learning Partnership Board (standing item)

The minutes from the last ELPB meeting will be made available to Schools Forum members. The main focus of the meeting was upon the Learning Service's school improvement work. Paul Brennan has conducted an external review of current practice. This has identified key areas for improvement and change, issues that are not inconsistent with national trends. A draft Learning Strategy will be considered by Cabinet in December and will be shared with the Forum in advance of that.

5. Scoping of decisions to be made for 2019-20 school funding round:

In comparison to the changes to schools funding that had to be put in place for 2018-19, there are relatively few further changes that need to be considered for funding year 2019-20. Listed below are the main issues where decisions need to be reached alongside the Forum.

- **Provision of Growth Funds within the Schools Block**

2019-20 will see a new formularised approach to growth funding within the DSG Schools Block. To replace the historic level of annual growth funding hitherto provided, the ESFA will compare October 2018 pupil census data with that for October 2017 to map the positive differences between the years. The 2019-20 Schools Block will include £1,370 per primary

pupil growth and £2,050 per secondary pupil growth. In addition, a sum of £65,000 will also be included for each brand new school appearing on the October 2018 census.

It is anticipated that the new methodology will provide an increase in growth funding for Kirklees. From the sum provided we will still need to set aside money to operate a Pupil Growth Fund and a Falling Rolls Fund and also to fund year group increases for a small number of schools growing primary provision by one year group per annum. Any new growth funding provided above the level required to satisfy these commitments would be really helpful to the task of supporting schools undergoing some form of restructure given that reorganisation monies are dwindling rapidly. A proposal will be brought to Forum.

- **The new Cash Floor factor**

2019-20 will see the introduction of a new formula factor, the Funding Floor. The 2019-20 Schools Block allocation will include a second 0.5% rise in funding per pupil. If this is passed on to schools there will be a need to ensure that every mainstream school gets at least a 1% increase on their 2017-18 per pupil funding baseline. This could not be done in the context of a minimum funding guarantee mechanism which continues to be capped at plus 0.5%, so a new fixed funding floor factor set at plus 1% is to be introduced to enable the minimum funding increase requirement to be delivered. We will need to bring this factor into play next year (unless the permission described below is taken up).

- **Permission to transfer up to 0.5% out of the Schools Block**

(As in 2018-19) local authorities are allowed to make proposals to the Schools Forum (and through wider consultation with all schools) to transfer up to 0.5% of their total 2019-20 Schools Block funding allocation to other areas of the Dedicated Schools Grant, particularly to help with pressures within the High Needs Block. For Kirklees the 0.5% equates to the totality of any new money provided for schools within the Schools Block. This was a key factor in the decision not to propose a movement of funds for 2018-19. A formal decision now needs to be made by the Council on the approach to be taken for 2019-20.

- **Minimum Funding Guarantee**

Depending upon the decision reached in respect of the potential transfer of funds out of the Schools Block, the Minimum Funding Guarantee for 2019-20 will either be set at plus 0.5% (in the event of a transfer out of 0.5% of the Schools Block – the fixed funding floor factor could not be used in 2019-20) or it will need to act as a balancing mechanism to distribute any unallocated funds that might be present after the 1% funding floor factor has done its job (ie if no funds are transferred out of the Schools Block).

- **Maintained Schools De-delegation**

Majority decisions are needed from each of the maintained primary and secondary school sectors about de-delegation for financial year 2019-20. As a reminder, today's agenda papers included a summary of the de-delegation arrangements in place for 2018-19. Local authority proposals will be brought to the next meeting.

- **Budget arrangements within the Central Schools Services Block**

Local authority proposals for expenditure to be supported from the 2019-20 Central Schools Services Block allocation will also be brought to the next meeting. As a reminder, today's

agenda papers included a summary of the 2018-19 arrangements. The transitional arrangements governing the CSSB allocation are expected to deliver a modest reduction in the level of funding for 2019-20 so, at a minimum, there will need to be adjustments made to some of the budgets within the CSSB.

6. Teachers' pay award September 2018

A decision has now been made and communicated to schools that the pay uplift percentages for the various teacher pay scales will be applied to all spinal column points and not just the minimum and maximum values of each scale (as the government were recommending). The grant allocations from the ESFA towards the cost of the September 2018 pay award for the period 1/9/18 to 31/3/19 are still awaited, possibly because the allocations are to be based upon October 2018 pupil census data(?) Modelling of a sample of schools has shown that the grant should allocate funds which approximate to the cost of the pay award in excess of the 1% uplift schools had already included in their 2018-19 budget plans.

7. Any other business

No other business was raised.

8. Date and time of next meeting

Friday 30th November 2018

Venue: Tolson Museum

Start: 10:00am