

Birmingham Schools Forum Minutes

Thursday 20th October 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 Chris Townsend Mainstream Academies Representative Chris Wilson Special Academies representative Catherine Griffiths Maintained Primary governor representative Kelly Dawes Nicola Redhead Alternative provision academies 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 Lisa Fraser Assistant Director for Education and Early Years BCC Clare Sandland Finance Business Partner BCC Xiao-Ming Hu Finance Manager Children and Families Directorate BCC Julie Beattie Children and Families Directorate Fair Funding BCC Christian Scade Head of Scrutiny & Committee Services 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: Pauline McKenna Director of Support Services Federation of Cherry Oak School, Victoria School & Victoria College. 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: Sue Harrison Director Children and Families BCC Rebecca Nash Non-school representative (nominated by those bodies representing the appropriate faith groups in respect of schools or academies with a religious character)</p> <p>Christian Scade explained, clerking of the schools forum will be undertaken by his team in the new financial year. Janice Moorhouse, the previous clerk has resigned; the Forum thanks Janice for her time, dedication, and commitment over the years.</p> <p>Action: Chair to write to Janice thanking her for her many years of service</p>	JH
2	Minutes of meeting held 23 rd June 2022	Chair
	<p>Corrections:</p> <ul style="list-style-type: none"> • On page 8 an error where an October meeting is incorrectly called a June meeting. • The headers in the minutes are also incorrect and require editing. <p>The minutes were agreed as a true and accurate record of the meeting.</p>	
3	Matters arising from minutes	Chair

<p>3.1 The Chair thanked the LA for getting meeting papers disseminated in a timely fashion.</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.</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</p> <p>4.2 A technical group meeting with Oracle was held and some members of the Schools Forum attended. The Chair questioned whether the Schools Forum was the correct arena for discussing a system, such as Oracle. The Chair highlighted the impact Oracle has had and continues to have.</p> <p>Pam Garrington emphasized that issues as a result of Oracle, mean that schools are having to pay out additional monies. There is an assumption that schools will be compensated for this.</p> <p>Clare Sandland replied that the appropriate officers are not present at this meeting as it was not an agenda item and an Oracle focussed Technical Group will be created to discuss Oracle</p> <p>Regarding the Issues with Oracle, Pam Garrington stated that they are not just an operational concern, schools need to know who is picking up the bill.</p> <p>David Room highlighted the importance of Oracle being discussed and the severe impact it was having on schools.</p> <p>Action: Councillor McCarthy to take the feedback re Oracle to the Director of Finance</p> <p>Sean Delaney questioned whether proceeding with the agenda item 7 was possible as there may not be accurate outturn information for 2022.</p> <p>Clare Sandland informed the forum that the Director of Finance has been attending various meetings regarding Oracle and is happy to attend a Schools Forum to discuss Oracle. The 21/22 outturn would be unaffected by Oracle. The old system was used to close down any outstanding actions and year-end adjustments from 21/22.</p> <p>Sean Delaney noted that schools are still however waiting for corrections and accruals to be made to their 21/22 outtakes.</p> <p>Denise Fountain queried how schools who buy financial support and have the production of reports on budgets and finances in their SLA would fulfil this agreement?</p> <p>Clare advised that there was a plan being prepared for all schools buying in Schools Financial Services traded service and that a separate oracle focussed technical group would be convened regarding Oracle issues.</p> <p>Action: Clare Sandland to inform all schools who pay for financial services support about the plan.</p> <p>Action: Clare Sandland to set up an Oracle focussed technical group</p>	<p>LA/JD</p> <p>LA/JB</p> <p>Cllr McC</p> <p>LA/CS</p> <p>LA/CS</p> <p>LA</p>
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	Present:	
	<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.</p> <p>6.8 Xiao has provided the cumulative carry forward figure in the circulated reports.</p> <p>8.2 Action: (Outstanding from last meeting) SEND update to be added to the agenda for the December meeting.</p> <p>9.1 Action: (Outstanding from last meeting) Lisa Fraser to arrange an induction for new Schools Forum members before the next meeting</p>	<p>LA</p> <p>LA/LF</p>
4	Elect the chair and vice chair	Chair
	<p>Steve Howell nominated James Hill as Chair, Sean Delaney seconded the nomination - James Hill was therefore elected Chair</p> <p>James Hill nominated Mike Dunn as Vice Chair, Claire Henebury seconded the nomination - Mike Dunn was therefore elected Vice Chair</p>	
5	Schools Forum Constitution Review	Chair
	<p>There were no changes to the constitution from last year. The Forum agreed the Constitution. The Chair noted that the Constitution is reviewed annually.</p> <p>The Chair noted that on the website the information is not accurate. There are vacancies for:</p> <ul style="list-style-type: none"> • Maintained primary school head teacher representative • Non school representative (Elected by 16-19 providers) • Non school representative (Nominated by the PVI Early Years providers) <p>Invitees were reminded to renew their term of office if membership had elapsed or was due to elapse in the near future.</p> <p>Denise Fountain enquired if term of office for a special school representative is agreed at special school forum? The chair confirmed that it is and can nominees and electees be formally noted in the Special School Forum minutes.</p>	
6	LA Update	Lisa Fraser / Sue Harrison
	No specific update, however, some matter to be raised as agenda point 8	
7	Additional 2021/22 Outturn Information	Xiao-ming Hu

	Present:	
	<p>The Chair queried whether the high needs block deficit needed to be paid off by a certain date and if that date was getting close, and if we can no longer use the DSG?</p> <p>Julie Beattie confirmed that 22/23 is the final year of the deficit repayment plan and £4,057,047 will be repaid this year.</p> <p>The Chair asked if information is shared about the surplus funds in school budgets?</p> <p>Xiao confirmed that the schools surplus is published on the council website.</p> <p>The Chair requested that given the added financial pressures on schools at the moment, it would be good to identify what the total carry forward balance looks like over the years so that we can get a sense of what those carry forwards look like.</p> <p>Action: XmH and JH to discuss which financial information needs to be provided to the Forum</p>	XmH and JH
8	Birmingham schools budget & de delegation proposal- 2023/24 (link to CSSB budget to meet the 20% reduction Historic Cost funding)	Xiao-Ming Hu

	Present:	
	<p>Xiao-Ming Hu informed the forum that we propose to use the 1.9% NFF increase to the three De Delegation areas. The Forum may wish to consider a potential different de delegation areas in the future.</p> <p>BEP have a 7-year contract to provide school improvement services, the maximum contract value is £1.08M, currently funded by CSSB. This funding will decrease by 20% year on year meaning there is a minimum funding gap of about £277K from 23/24. This will increase year on year as the 20% funding decrease is applied. The three options for dealing with the decreasing budget were put to the forum (Having been circulated prior to the Forum). We could fund the 22/23 shortfall from reserves, in future years schools may need to consider the shortfall from de delegation.</p> <p>Lisa Fraser noted that the forum needs to think about how to address the 20% shortfall in funding and develop a strategy. Although we're not receiving that School Improvement Fund and Monitoring Grant, we still retain our statutory duty around school improvement and also standards across maintained schools and academy schools.</p> <p>We have been looking at other LA's to see how they will manage the shortfall. Input from BEP may be required. If we were to fund the shortfall from reserves in 23/24 that would cost approximately £200k, a Technical Group is needed for further, detailed discussion.</p> <p>Sean Delaney asked if the BEP contract only covers statutory requirements or additional delivery too. And if the academisation of further schools increase the funding shortfall burden on maintained schools?</p> <p>Lisa Fraser replied that it is to cover statutory requirements and the figures are based on current maintained schools.</p> <p>Mike Dunn, regarding the 4 options being presented on the paper, asked why none of the options suggest the LA finding an internal solution to the matter. If there are other options, what do they look like? If it is a statutory requirement for the LA/not LA responsibility?</p> <p>Catherine Griffiths stated It would be useful to have a Technical Group regarding this before the December School Forum. Would also be useful to see a projection of academisation that may over the next two years, so we can see what the financial scenario might look like and what other calls may be made on reserves.</p> <p>David Room requested seeing document which highlights why the council outsourced the contract to BEP.</p> <p>Action: Lisa Fraser: 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.</p>	LA/LF
9	Work Programme 2022/23 Review	
	<p>The Chair requested the SEND update to include information on the high needs funding block and how it is allocated. Need to know the progress being made, we can't make a call on budget setting if we don't actually know whether previous money has been spent in the most effective way so.</p> <p>Action: Work programme to be added as a permanent item to the agenda</p>	LA
10	Any Other Business	

	Present:	
	<p>The chair directed the panel to the guidance for local authorities intervention work with local authorities and some case studies on the website and proposed a SEND Technical group.</p> <p>The Forum questioned how this would fit into other SEND meetings, and whether the other meetings allowed for financial SEND scrutiny.</p> <p>Tim Boyes stated SEND has a lot going on and may not be a good idea to have a technical group as the scope of SEND and the amount of work going on may be too much for a Technical Forum.</p> <p>Steve Howell: There has always been SEND information at the Schools Forum and it provides a valuable oversight of the area.</p> <p>It was acknowledged that Pauline Maddison (who provided previous updates and also attended Special Forum and SEND Improvement Board) has left BCC and that a new SEND AD was starting in November. The LA agreed that an update would be provided at the December meeting.</p> <p>Cllr McCarthy: It is important to understand how all the different groups work together to ensure that information is shared appropriately, and work isn't duplicated.</p> <p>Action: Councillor McCarthy and Lisa Fraser to map what is happening in SEND; a paper to be presented for Sue to map out responsibilities</p>	Cllr McC, LF
	<p>Date of Next Forum Meeting:</p> <p>Thursday 15th December 2022 @ 2:00pm – 4:00pm</p>	