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| Minutes (draft) |
| <p>Meeting of the Oxfordshire Schools Forum 14 January 2019 10.00 Holiday Inn Hotel, Pear Tree Interchange, Oxford, OX2 8JD</p> |

Present:

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| Maintained Primary School Headteacher Reps | Maureen Thompson MT Sue Tomkys ST |
| Maintained Primary School Governor Reps | Brenda Williams BW Kerrie Blaker KB Geoff Sutton GS |
| Academy Primary Governor Rep | Brian Mitchell BM |
| Academy Secondary School Reps | Lisa Hughes LH |
| Academy Secondary School Governor Rep | Carole Thomson CT (Chair) Michael Dennison MD |
| Maintained Nursery School Headteacher Rep | Natalie Wilson NW |
| Alternative Provision HT Rep | Nicola Partridge NP |
| Special School Headteacher Rep | Lorraine Wilson LW |
| Post-16 Rep | Tristan Arnison TA |
| COTO Rep | Ian Jones IJ |
| OCC Member Rep | Cllr Lorraine Lindsay-Gale LLG |
| Oxfordshire County Council Officers | Lucy Butler LB , Director (<i>Items 1-4</i>) David Clarke DC , Deputy Director Sarah Fogden SFo , OCC Finance Partner Nick Baggett NB Margaret Whitaker MW |
| Clerk | Kit Howells KH |
| Observer | Donald McEwan DM , COTO rep designate |

| | Item Discussed | Action | Due Date |
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| 1. | <p>Apologies, Introductions, Housekeeping and Declarations of Interests CT welcomed all Forum Members, and also Cllr Lindsay-Gale (LLG), Cabinet Member for Education & Cultural Services and Lucy Butler (LB) Director.</p> <p>Apologies were received from: Catharine Darnton CD (Secondary Head Rep) Jeanne Lapsley JL (Special School Governor Rep) Sarah Steel SS (PVI Rep) Councillor Michael Waine MW (Observer)</p> <p>There were no declarations of Interests.</p> <p>There was no Notice of Urgent Business.</p> | | |
| 2. | <p>Minutes of Meeting held on 7 November 2018 The Minutes of the meeting held on 7 November were</p> | | |

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| | agreed. | | |
| | Matters Arising from Minutes of 7 November, <u>where not actioned or not otherwise on the Agenda</u> | | |
| (a) | (Item 2a) ICC's Occupational Health re-tender Ruth O'Loughlin has been asked to report back to Services & Contracts Committee meeting on 24 January, so that Forum can be assured that advice of schools and academies has been sought and to report on best options for re-tender. | | 24.1.19 S&C Comm |
| (b) | (Item 5a/b) Growth Fund Updates will be provided to Schools & High Needs Committee at its 25 March meeting. | NB | 25.3.19 SHN Comm |
| (c) | (Item 8) Schools Forum Constitution revision It was confirmed that Nursery Schools elect their own Headteacher representative to Forum. | | |
| (d) | (Item 1) DfE new resource management self-assessment tool (Other business) LH confirmed the usefulness of this tool, particularly prior to the next budget-setting round. | Forum members to note | |
| 3. | Committee Report : | | |
| 3a. | Schools & High Needs Committee, meeting of 29 October 2018 Minutes had been circulated; Forum had discussed the content of the meeting at its 7 November meeting. Forum noted that, while the Teaching Staff Pay scales had been published, OCC's Support Staff Pay scales had not. Schools will need these for budget-setting (including academies, most of which continue to follow the local guidelines). KH will follow up with the HR Business Partner and/or Ruth O'Loughlin, who might be able to provide update at the upcoming Services & Contracts Committee meeting. | KH | asap |
| 4. | School Funding Formula 2018-19 – Authority Proforma Tool (APT) Forum emphasised the overarching serious issue that there is not enough money in the system, that schools are not being funded adequately to run, there is a lack of equity nationally with Local Authorities like Oxfordshire being chronically underfunded for education, that the deepest difficulties are in the areas of high needs in Special and mainstream schools and the cost of being an inclusive school. | | |

Whilst endorsing the LA following the National Funding Formula as closely as possible, it is agreed that there continues to be no fair funding formula in place.

It is essential to have strong lobbying for increased funding in the County, due to schools already running deficit budgets as it is not possible to budget to lose TAs or teachers who are essential to the education of the pupils; other schools are looking at deficit budgets next year. Forum noted the historical and no longer applicable reasons for Oxfordshire receiving less than neighbouring Authorities, through a revision of the NFF as there have been changes within Counties since 2005 on which the 2012 Formula was based and some anomalies in figures used. Schools are also experiencing significant increase in costs, particularly in areas relating to being able to keep children in education. The DfE has indicated it is not likely to look at revisions until 2020-2021 however.

Forum discussed continuing difficulties when parents do not inform schools of their children's SEND issues and the school is therefore not funded to meet their needs when they arrive. The LA is taking action to ensure parents are fully informed via stakeholder meetings and other forms of communication.

Forum discussed in depth possible options for the balance of £600k i.e. to allocate to High Needs or into the Growth Fund. The £600k is unallocated after full application of the NFF rates and it was noted that this amount relates to DSG figures having changes across the board, in primary and secondary unit funding, census data (pupil numbers are up), premises and mobility historic data, and in growth funding (due to the new methodology published in December 2018) the net result is an increase for this LA based on the October census data compared with October 2017 data.

The High Needs budget has a net overspend this year of £7.5m this year, this was projected to be £8m next year but with the need for 35 additional places this year and a 25% increase in need this is likely to be £11.5m. The Government has recently issued additional funding for High Needs and the LA has received £1.5m for this year and will receive £1.5m next year thus bringing the overall overspend to £10m. The total budget is £60m. The recent additional funding does not make a significant inroad into the overspend.

It was noted that a sufficiency strategy went to OCC Cabinet in December to ensure support for new High Needs places and schools, and to increase support for High Needs in

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| <p>mainstream schools.</p> <p>Forum discussed the revised Unit rates in Funding model 2 at Annex 3, and noted that this impacts particularly adversely on the significant number of small schools in the County.</p> <p>Forum members agreed to lobby local MPs, Councillors, the NGA and other parties in the sector with regard to insufficient funding for schools. The LA has lobbied through the usual channels.</p> <p>Forum advised that schools should submit accurate budgets, even if these are in deficit, at least initially, to ensure that the reality of their situation is understood and it is clear that they are not managing. The risks to viability of small schools are serious if staffing has to be reduced.</p> <p>Following full discussion, Forum:</p> <ul style="list-style-type: none"> -Endorsed the implementation of the full NFF unit rates in Funding Model 1 at Annex 1, noting that this model implements the NFF for 2019-20 as closely as possible; -Considered the use of the c£600K unallocated funding, after the full NFF unit rates have been applied in Model 1 and -Agreed the transfer of the £600K to the High Needs block unless the Secretary of States approves the disapplication request in which case the £600K would remain in the Schools Block in order to implement the NFF as closely as possible. -Noted that if the Secretary of State is minded to approve the disapplication request to transfer funding from the Schools block to High Needs, then the proposed unit rates for the formula are included in Model 2 at Appendix 3; and -Endorsed the revised Unit rates in Funding model 2 at Annex 3, though noting that this impacts particularly adversely on the significant number of small schools we have in Oxfordshire. It was consequently agreed that Officers should continue to seek a method for the reduction of funding which is more equitable, and if this proved possible that Schools Forum would be consulted by email prior to the submission of the APT. <p>The Local Authority will respond to the DfE on 15 January regarding the disapplication request relating to the High Needs transfer.</p> <p>Continued checks will be undertaken prior to submission of the APT to the ESFA. The APT will be submitted to the DfE by 21 January 2019 deadline. The ESFA will review the</p> | <p>Forum members</p> <p>Forum members to note</p> <p>SFo</p> <p>SFo</p> | |
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| | <p>APT and any queries raised may require adjustment so figures remain provisional until after all checks have been completed. School budgets will be published on the intranet as promptly as possible following approval of the APT by the DfE and by the 28 February 2019 deadline.</p> <p>Officers will ensure that a clear explanation of the decision made is given to schools to reassure them that the decision has not affected baselines.</p> | <p>SFo</p> <p>NB</p> <p>SFo</p> | |
| 5. | <p>High Needs update (For information)</p> <p>DC gave a PowerPoint slide presentation (subsequently circulated to members), providing update on OCC's approach to managing SEND in the County, following the findings from the DfE and flowing from four interlinking components: high needs block, sufficiency of support and sufficiency of places (including in mainstream and in Alternative Provision, which it was agreed will be made more explicit, and in new schools being brought on stream, as well as funding extra places in current schools), SEND transport (to increase and to ensure serious current anomalies are resolved) and written statements of action, all of which will be overseen by the newly formed SEND Performance Board, chaired by the Cabinet Member for Education.</p> <p>Forum members emphasised the need for Officers and politicians to ensure funding is secured for new places and that schools are fully involved in the overall improvement processes through representation across the County.</p> | <p>DC</p> | |
| 6. | <p>Other (urgent) Business - None.</p> | | |
| 7. | <p>Confirmation of Date of Next Meeting <u>Monday 4 February 2019</u> - 10 am–1 pm</p> | | |

Meeting closed 1235
KH/16.1.19

Information:

Further dates of Schools Forum meetings:

4 February – 1000-1500 - at Unipart CC

Forum Committee dates:

Services & Contracts Committee: 24 Jan 2019, 1000-1200, Jurys Inn, Oxford

Schools & High Needs Committee 25 Mar 2019, 1000-1230, Unipart House, Oxford