

## Schools Forum

Minutes of meeting held on Wednesday, 17 October, 2018 at 4.00 p.m. at Pelsall Educational Development Centre (EDC), Pelsall Lane, WS4 1NG

**Present:-**

- Mr. Max Vlahakis (Chair)
- Mrs Cathy Draper
- Mrs Michelle Sheehy
- Mrs Jenny Garratt
- Mr. Sean Davies
- Mr. Mark Moody
- Mr. Andy Seager
- Mr. Luke Baker
- Mr. Ray Beech
- Mrs Chris Fraser
- Mrs M. Turley
- Ms Lesley Foster
- Mr. Mike Fox
- Mr. Fran Hodgkinson
- Mr. Ian Baker
- Ms Margaret Turley
- Ms Jenny Thompson
- Mr. Steve Pritchard-Jones
- Mr. Ray Bragger (Observer)
- Councillor Towe (Observer)

**In Attendance:-**

- Ms Debbie Carter, Assistant Director, Children's Social Care
- Mrs Connie Beirne – Head of Educational Standards and Improvement
- Mr. Lloyd Haynes – Senior Finance Manager
- Mrs Dawn Morris, Schools & Early Years Finance Manager
- Ms Helena Baxter – Apprenticeship Programme Lead
- Ms Claire Goss – Head of SEND and Inclusion
- Ms Isabel Vanderheeren – Transformation Lead, Children's Services
- Mrs Bev Mycock – Clerk to Schools Forum

		Action
	The Chair apologised for the 10 minute delay in commencing the meeting due to the late availability of the meeting room.	
<b>1. 17.10.18</b>	<p><b>Welcome and Apologies</b></p> <p>Apologies for non-attendance were submitted on behalf of Dr. Alison Bruton (Vice Chair), Mrs Natalie Boys, Mr. Keith Whittlestone, Mr. Anthony Beason, Mr. Brian Powell, Mr. Steve Prichard-Jones, Mrs Sally Rowe and Mrs Anne Birch.</p> <p>The Chair welcomed Ms Debbie Carter, Assistant Director, Children's Social Care attending on behalf of Sally Rowe and Anne Birch.</p>	

<p><b>2.</b> <b>17.10.18</b></p>	<p><b>Minutes – 19 September, 2018</b></p> <p>That the minutes of the meeting held on 19 September, 2018, a copy having been previously circulated to each Member of Schools Forum, be approved and signed as a true record, subject to the following:-</p> <ul style="list-style-type: none"> <li>• Page 2 Item 3, second paragraph should have commenced ‘Schools Forum expressed disappointment’</li> <li>• Page 2 Item 5 – should have read Mr. L. Haynes</li> <li>• Page 4, Item 12 - Review of Schools Forum Membership, the following recommendation had been omitted:- <ul style="list-style-type: none"> <li>vii. That Schools Forum noted the appointment of Ms J. Thompson, Principal of Phoenix Academy (Special School)</li> </ul> </li> </ul>	
<p><b>3.</b> <b>17.10.18</b></p>	<p><b>Matters Arising from the Minutes of 26 June, 2018</b></p> <p>There were no matters arising from the minutes.</p>	
<p><b>4.</b> <b>17.10.18</b></p>	<p><b>Late Items (urgent) to be introduced by the Chairman</b></p> <p>There were no late items.</p>	
<p><b>5.</b> <b>17.10.18</b></p>	<p><b>Local Government (Access to Information) Act, 1985 (as amended)</b></p> <p>The Forum was advised there were no items for consideration in private session.</p>	
<p><b>6.</b> <b>17.10.18</b></p>	<p><b>Apprenticeship Levy – Programme Annual Report July 2017 to June 2018</b></p> <p>The annual report for the Endless Possibilities Apprenticeship Programme July 2017 to June 2018 had been submitted</p> <p>(see annexed)</p> <p>Members commended Walsall leading the way with the highest number of applications to the scheme within the West Midlands region, and were pleased with the level of engagement of schools within the programme. A comment was raised with regard to the seemingly low take up to the scheme from ethnic minorities, with white British accounting for 73% of the total number of applicants.</p>	

	<p>In response, Ms Helena Baxter, Apprenticeship Programme Lead, confirmed the programme was open to internal applicants only and that although the programme had an ethnicity take-up of only 27%, this was higher than the National average.</p> <p>Helena further added there were currently 36 apprenticeships aged between 16 to 18 years and she updated schools forum on a small number of new developments which included:-</p> <ul style="list-style-type: none"> <li>• Increase awareness of the apprenticeship levy programme and continue to grow numbers whilst maintaining quality;</li> <li>• Birmingham University looking at Walsall’s programme as ‘best practice’;</li> <li>• In Autumn 2017 Walsall was asked to join the Apprenticeship Diversity network to champion our Care Leaver programme;</li> <li>• Asked to join the Apprenticeship Diversity Champion Network;</li> <li>• Apprenticeship information had been included on the reverse of Walsall Council staffs pay slips;</li> <li>• Redeployment programme – will look to retain all apprenticeships;</li> <li>• Only one apprentice has been lost in the last twelve months due to Walsall’s high quality programme</li> </ul> <p><b>Resolved</b></p> <p>Schools Forum noted and commended the Programme and the Annual report.</p>	<p>To note</p>
<p><b>7. 17.10.18</b></p>	<p><b>SENDI</b></p> <p>A copy of the report presented at Education Overview and Scrutiny Committee on 4 September, 2018 had been submitted for information and discussion.</p> <p>(see annexed)</p> <p>A query was raised in relation to the amount of work to be carried out by December albeit there seemed a lack of capacity. Ms Claire Goss, Head of SEND and Inclusion advised Schools Forum that the service had progressed significantly since the report had been produced in July 2018 and she updated members on a number of points which included:-</p> <ul style="list-style-type: none"> <li>• Transformation project established to expedite the process of moving to an electronic system with the intention to trial web based working by December/mid January, thus eliminating paper based delays;</li> <li>• Children’s Services own the plan and responsible for its monitoring;</li> <li>• The Local Offer sits on the ‘Open Objects’ agenda to be moved forward;</li> </ul>	

	<ul style="list-style-type: none"> <li>• Walsall’s 20 week assessments fluctuate monthly but currently at the National Level. Imperative that Walsall concentrates on good quality plans as opposed to hitting 6 week targets;</li> <li>• Interviews to take place for 1 x Senior post and 2 x Education Psychologists on 18 October;</li> <li>• Schools Forum to receive regular, written reports to include assessment updates plus updated Action Plan;</li> <li>• Clerk to enquire with Overview and Scrutiny team whether Head Teachers could attend the SEND Scrutiny Working Group;</li> <li>• ARP work to commence after half term;</li> <li>• Looking at designation of special schools.</li> </ul> <p><b>Resolved</b></p> <ol style="list-style-type: none"> <li>1. Head of SEND &amp; Inclusion to forward updated Action Plan targets to members;</li> <li>2. That Cathy Draper, Luke Baker, Mike Fox and Chris Fraser attend the SENDI working group if applicable.</li> </ol>	<p>Members to receive regular updates</p> <p>Claire to forward updated Action Plan targets and assessment data to members</p>
<p><b>8. 17.10.18</b></p>	<p><b>Funding Opportunity for Social Workers in Schools</b></p> <p>The report of the Transformation Lead was submitted (see annexed)</p> <p>Ms Isabel Vanderheeren informed Schools Forum that Walsall’s Children’s Services had an opportunity to apply for up to £600K of a £2million funding pot launched by the What Works Centre for Children’s Social Care that could potentially result in social workers based in schools.</p> <p>Walsall Council already works in partnership with the What Works centre, which is funded by the DfE, in a whole organisational offer to Walsall’s Children’s Services in becoming a evidence minded organisation and therefore bringing additional capacity and expertise, which in turn is accelerate Walsall’s own transformation programme principals.</p> <p>Isabelle reported that Walsall’s Children’s Services was working towards submitting an application to the What Works Centre to become a Change Programme Partner and for a share of funding between £400,000 to £600,000 for the development of school based social workers. The project would provide an opportunity for local authorities to pilot new ways of working with the aim of moving services closer to families and communities through basing social workers in schools where high levels of referrals to social care had been identified, thus enabling better all-round relationships between professionals and families. This was in perfect alignment with Walsall’s current transformation programme principals.</p>	

	<p>In response to a number of queries, Ms Vanderheeren replied a model would be invented within the Localities to provide a link dedicated to schools, which would be difficult currently but could be incorporated into the existing localities model linked directly to enable swifter working; that the salaries of additional school based social workers would be allocated from the funding should Walsall's bid be successful with school referrals and child protection plans allocated to the new school based social workers thus releasing the current, non school based social workers ensuing social workers will be placed directly into schools and communities in which children live.</p> <p>Ms Debbie Carter, Assistant Director, Children's Social Care added that the new social workers would deal with low level interventions with the aim of preventing the need for some care plans thus making capacity for care plans. The social workers would build up relationships with schools and communities and be a key part of a school management team</p> <p>In response to scrutiny of the programme, Ms Carter reassured members that the LSCB was heavily scrutinised with a monthly board looking at all school cases, referrals and child protection plans, and that it also carried out audit cycles to obtain barometer of change / improvements, and ultimately whether it was fit for purpose.</p> <p>Ms Vanderheeran said she hoped Schools Forum would support the application and identify a representative to work with Children's Services in the development of the application and the subsequent programme if successful.</p> <p><b>Resolved (unanimously)</b></p> <ol style="list-style-type: none"> <li>1. That Schools Forum supported the application to the What Works Centre to become a Change Programme Partner for the development of school based social workers;</li> <li>2. That Ms Jenny Thompson be key representative from Schools Forum to work with Children's Services in the development of the application and the subsequent programme if successful.</li> </ol>	<p>Chair to sign on behalf of Schools Forum in support of application.</p>
<p><b>9. 17.10.18</b></p>	<p><b>Early Help – Developing a Collaborative and More Effective Response to Supporting Vulnerable Pupils</b></p> <p>Ms Julie Jones, Group Manager, Early Help introduced herself to the Forum and advised members the report provided a progress and impact update on the Early Help Model within schools in Walsall relating to the Dedicated School Grant High Need Block Reserved Balance of £271,800, which had been agreed in February 2018 for the academic year 2018/19</p>	

	<p>The Group Manager, Early Help advised Schools Forum the report included the proposed next steps of the integrated approach being scoped out collaboratively between Early Help and the Integrated Behaviour Support Service (IBSS) and she offered to visit any schools with issues or frustrations.</p> <p><b>Resolved</b></p> <p>That Schools Forum noted the progress in delivering the Early Help Model within Walsall Schools.</p>	<p>To note</p>
<p><b>10. 17.10.18</b></p>	<p><b>EAL Funding Bid</b></p> <p>The report of the Head of Educational Standards and Improvement was submitted to update Schools Forum members of the submission of an EAL bid and to advise members the 'Controlling Migration Fund' bid had asked Councils to submit applications for funding to mitigate against the impact on the host community and enhancing integration. She added that the Controlling Migration Fund bid would be submitted once officers felt it was all-inclusive, flexible and secure.</p> <p>(see annexed)</p> <p>A discussion ensued and members felt that 'early years children new to the country' and '16-18 year old EAL pupils' should be included. The Head of Educational Standards confirmed these could be built into the bid.</p> <p><b>Resolved</b></p> <p>That Schools Forum noted the late submission of the Controlling Migration Fund bid.</p>	<p>To note</p>
<p><b>11. 17.10.18</b></p>	<p><b>Maintained Schools De-delegation 2019/20</b></p> <p>The report of the Senior Finance Manager was submitted</p> <p>(see annexed)</p> <p>The Senior Finance Manager stated the report provided maintained schools with the opportunity to decide whether to de-delegate funding for relevant services back to the local authority for the 2019/20 financial year.</p> <p>In response to a query regarding the report setting out that a de-delegated maternity over service would no longer be offered by the authority from 1<sup>st</sup> April, 2019, the Senior Finance Manager reported that from 1<sup>st</sup> April, 2019, this funding would be delegated to maintained schools and they would have to determine individually if they wished to purchase this service from alternate providers.</p>	

	<p>Lloyd advised he would arrange for information to be provided by the Council's insurance department setting out details of the service that they can offer to schools from April next year.</p> <p><b>Resolved (unanimously)</b></p> <p><b>That the :-</b></p> <ol style="list-style-type: none"> <li>1. Maintained Secondary School member of Schools Forum <b>approved</b> delegation of the Free School Meal Eligibility Service (estimated at £16.99 per free school meal eligible pupil);</li> <li>2. Maintained Secondary School member of Schools Forum <b>approved</b> de-delegation of Insurance Services (estimated at £18.20 per pupil);</li> <li>3. Maintained Secondary School member of Schools Forum <b>did not approve</b> de-delegation of Staff Costs – Teaching Union and Public Duties (estimated at £4.99 per pupil);</li> <li>4. Maintained Secondary School member of Schools Forum <b>did not approve</b> de-delegation of Staff Costs – Support Staff Union and Public Duties (estimated at £2.99 per pupil);</li> <li>5. Maintained Primary School members of Schools Forum <b>approved</b> de-delegation of Free School Meal eligibility (estimated at £16.99 per free school eligible pupil);</li> <li>6. Maintained Primary School members of Schools Forum <b>approved</b> de-delegation of Insurance Services (estimated at £18.20 per pupil);</li> <li>7. Maintained Primary School members of Schools Forum <b>approved</b> de-delegation of Staff Costs – Teaching Union and Public Duties (estimated at £4.99 per pupil);</li> <li>8. Maintained Primary School members of Schools Forum <b>did not approve</b> de-delegation of Staff Costs – Support Staff Union and Public Duties (estimated at £2.99 per pupil)</li> <li>9. Maintained Primary and Secondary School members recognise that library services, maternity support and contingency are not being offered under de-delegation and they would have to purchase individually any service they require;</li> </ol>	<p>Senior Finance Manager to provide information to schools re services available from the Council's Insurance team from April 2019.</p>
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	<p>10. Maintained Primary and Secondary School members note that a request for de-delegation of Behaviour Support Services is not included within the report, as work is underway to review the structure of the service going forward. As such, a separate report regarding Behaviour Support Services to be provided to Schools Forum at their January 2019 meeting.</p>	<p>Behaviour Support Services report to January, 2019</p>
<p><b>12. 17.10.18</b></p>	<p><b>Dedicated Schools Grant Update on 2017/18 Surplus and 2018/19 Position</b></p> <p>The report of the Senior Finance Manager was submitted.</p> <p>(see annexed)</p> <p>The Senior Finance Manager advised Schools Forum of the DSG outturn position for 2017/18, the revised DSG reserve position that this led to and the items to be funded from this reserve, which had been previously agreed. The report also detailed the forecast year-end position for 2018/19.</p> <p>The Senior Finance Manager highlighted a number of the salient points included within the report, which included a forecast over spend on the high needs block of £534,000, due to the significant pressures for post 16 services – this would be the first time Walsall was forecasting a pressure on its high needs block. He also confirmed that he had attended regional meetings whereby other local authorities had experienced similar funding pressures and over spends.</p> <p><b>Resolved</b></p> <p>That Schools Forum:-</p> <ul style="list-style-type: none"> <li>i. Noted the updated position set out in the report;</li> <li>ii. Noted the position would continue to be reported regularly going forward.</li> </ul>	
<p><b>13. 17.10.18</b></p>	<p><b>Proposed Schools Local Funding Formula 2019/20</b></p> <p>The report of the Senior Finance Manager was submitted</p> <p>(see annexed)</p> <p><b>Resolved (unanimously)</b></p> <ul style="list-style-type: none"> <li>i. That Schools Forum noted the work undertaken by officers and the working group containing members of Schools Forum and agreed the recommendation that a full consultation with all mainstream primary and secondary schools in Walsall is undertaken to determine the formula</li> </ul>	<p>Maintained schools consultation to take place for 2019/20</p>



## Agenda Item 2

	<p>that will be utilised to distribute funding to mainstream maintained schools and academies within Walsall for 2019/20;</p> <p>ii. Schools Forum noted that the above recommendation will be then be reported to Cabinet on 24<sup>th</sup> October 2018 to seek their approval;</p> <p>iii. That Schools Forum noted that, if Cabinet are supportive of the consultation, the outcome of the consultation will be reported back to Schools Forum at their meeting on 5 December, 2018 for recommendation of a final funding formula to Cabinet at their meeting on 12 December, 2018.</p>	Outcome of consultation reported to SF in December
<p><b>14.</b> <b>17.10.18</b></p>	<p><b>Forward Plan</b></p> <p>The Forward Plan was submitted.</p> <p><b>Resolved</b></p> <p>That the Forward Plan be noted.</p>	To note
<p><b>15.</b> <b>17.10.18</b></p>	<p><b>Late Items (if any)</b></p> <p>There were no late items.</p>	
<p><b>16.</b> <b>17.1018</b></p>	<p><b>Correspondence (if any)</b></p> <p>There was no correspondence.</p>	
<p><b>17.</b> <b>17.10.18</b></p>	<p><b>Date and time of next meeting</b></p> <p>It was <b>NOTED</b> that the next meeting of the Schools Forum was scheduled for Wednesday 5 December, 2018 at 4.00 p.m. at Pelsall EDC, Pelsall Lane, Rushall. WS4 1NG</p> <p>Ms Debbie Carter, Assistant Director, Children’s Social Care advised members she would attend future Schools Forum meetings should either Sally or Anne be unavailable.</p>	To note

The meeting terminated at 5.40 p.m.

Signed .....

Date: .....