

MINUTES OF THE SCHOOLS FORUM MEETING

Held on Wednesday 18 January 2023 at 17:30 on Microsoft Teams

Governors:

*Ms Adelaide Amofo **
Mr T Hellings
*Ms C Davies **
Mr J Donnelly

Headteachers

Ms T Day
*Ms J Gumbrell **
*Ms K Baptiste**
Ms C Fay
*Ms N Husband **
*Mr D Smart**
Ms G Taylor

Academies:

Ms H Thomas (Chair)
Ms S Ellingham
*Mr M Lewis **
Ms A Nicou
Ms Z Thompson
Mr S Way
*Vacancy**

*Mr K Hintz **

Ms A Palmer
Mr T Cuffaro
Mr A Johnson
Ms J Fear
*Cllr M Greer **

*Cllr A Abdullahi **

*Ms L Culora **

Also, present:

Mr P Nathan, Director of Education
Mrs S Brown, Education Resources Manager
Mr J Newman, Director of Finance
Mr N Best, Head of Strategic Resourcing & Partnerships - Education
Ms B Thurogood, Head of SEN Service
Ms C Alkan, ECASS Service Lead & Senior Specialist Teacher
Ms B Solanki, Hearing Impairment Service
Ms E McAuley, Hearing Impairment Service
Ms C Fanning, Service Development Manager – SEND
Ms C Docherty, NEU

Clerk's notes

Ms Thompson joined the meeting at 5.40pm and left at 7.05pm
Ms Ellingham joined the meeting at 5.55pm
Mr Newman joined the meeting at 6.15pm and left at 6.50pm
Ms Solanki and Ms McAuley left the meeting at 6.20pm
Mr Donnelly left the meeting at 6.25pm
Ms Fanning left the meeting at 6.40pm

Schools' Members

Primary
Primary
Special
Secondary

Secondary
Secondary
Primary
Pupil Referral Unit
Primary
Primary
Special

Academy

Academy

Academy

Academy

Academy

Academy

Academy

Non-School Members

16-19 Partnership
Early Years Provider
Teachers' Committee
Education Professional
Head of Admissions
Overview & Scrutiny Committee

Observers

Cabinet Member
School Business Manager

1. APOLOGIES FOR ABSENCE AND MEMBERSHIP

- (a) Apologies for absence were received from Ms Amoado, Ms Gumbrell, Ms Baptiste, Ms Husband, Mr Smart, Mr Lewis, Mr Hintz, Cllr Greer and Cllr Abdullahi, and both Ms L Culora / Ms C Bignell.

(b) Noted:

- (i) The absence of Ms Davis.
- (ii) Nominations were being sought to fill the vacancy for an academy representative.

2. **DECLARATION OF INTEREST**

Members were invited to identify any personal or prejudicial interest relevant to items on the agenda.

No declarations were received.

3. **MINUTES AND MATTERS ARISING FROM THE MINUTES**

RECEIVED the minutes of the Schools Forum meeting held on 7 December 2022.

NOTED that:

- (a) The Minutes were a correct record of the meeting
- (b) There were no matters arising from the minutes.

4. **ITEMS FOR PRESENTATION**

(a) **Enfield Communication and Speech Service (Annual report)**

This item was presented by Ms Cigdem Alkan

RECEIVED a presentation from Ms Alkan of the key highlights from the Hearing Impairment Service Annual report.

REPORTED:

- The feedback of various elements of the service had been positive and these included:
 - Training: 900 school professionals had received Elkan training as part of the targeted school offer. The Elkan training was a nationally accredited programme that provided strategies for pupils with speech difficulties to remain and be taught in the classroom. The evaluations received following the training were positive. Some staff from schools were being selected to be fully accredited in the Elkan programme, so they would be able to disseminate guidance and practice to other staff in their school to support consistency in practice;
 - Targeted Support: 86 pupils received direct support from ECASS staff that included speech and language and occupational therapists and educational psychologist;
 - Parental Training and Engagement: 93 parents attended training sessions and 23 attended the Elkan training to enable them to support their child at home. In addition, 105 parents attended the Rising to Reception offer, which aimed to bridge the gap between pre- and mainstream school.
- The impact to date of ECASS's work had been 90% of pupils were not signposted for further interventions.
- One of the challenges faced included schools prioritising the training within their CPD programme.
- ECASS had been contacted by an overseas institution to deliver their programme and consideration was being as to whether this was an appropriate and viable option to pursue.

In response to questions in relation to delivery of the programme to pupils with English as an additional language and the availability of the Elkan programme for early years private, voluntary and independent providers (PVIs), it was stated the Elkan programme:

- provided strategies to support learning for all pupils and not just those from a particular

background or need;

- was not available to PVI's because the Early Years Service provided another programme as part of their training offer. There were other elements of the ECASS service that PVI's were able to access and details of these were available on the ECASS website.

The Forum noted the ECASS Annual report.

Ms Alkan was thanked for attending the Forum and presenting the ECASS Annual report.

(b) Hearing Impairment Service (Part A: Annual report)

This item was presented by Ms Bharti Solanki and Ms Ellika McAuley.

RECEIVED a presentation from Ms Solanki and Ms McAuley of the key highlights from the Hearing Impairment Service (HIS) Annual report.

REPORTED:

- HIS comprised of a manager, 4 full time teachers of the deaf, a deaf education instructor and had access to 19.5 days of an audiology technician. HIS supported CYP both in Enfield and Haringey. The work included delivering training, providing 1:1 support, conducting home visits, training and use of radio and other aids both to the CYPs and schools;
- There had been a considerable increase in the number of Enfield's CYP being supported. In 2021/22, 278 were being supported compared to 178 in 2020/21. The numbers now being supported in Enfield was much higher than those from Haringey. It was unclear the reason for this level of increase. HIS was unable to sustain this level of demand within existing resources.

In response to questions:

- HIS supported pupils in the main school and not in the deaf units, although HIS did provide expert knowledge and support for the units. The aim for HIS was to intervene early and support pupils in the main school and, where required, ensure pupils were able to access and use audio aids;
- HIS was funded from the High Needs block;
- Post 16 Enfield young people attending Harrow college, it suggested that further discussions be held to consider how gaps in provision in Enfield for Post 16 could be addressed.
- To address the rising demand, part of the early intervention work carried out by HIS included working with parents of newborn babies.

RESOLVED Mr Johnson would meet with Ms Solanki and Ms Fanning to discuss the development of Post 16 provision in Enfield.

ACTION: MR JOHNSON

Ms Solanki and Ms McAuley were thanked for attending the Forum and presenting the HIS Annual report.

5. ITEMS FOR DISCUSSION & DECISION

(a) Hearing Impairment Outreach Service

This item was presented by Ms Fanning.

RECEIVED report providing background information on the Hearing Impairment Outreach Service and seeking an increase in the funding allocated for the delivery of this Service.

REPORTED the Service, as detailed in the report, was seeking an increase in the current year and then pro-rata increase in the following year. As outlined in the presentation by HIS

of the annual report, the change would bring the pupil to staff ratio back to previous levels.

NOTED

- (i) It was commented based on the information provided the increase seemed reasonable.
- (ii) It was viewed that if there was a statutory service, then it be funded.
- (iii) In response to a question on whether work was being done to compensate the increase by savings in other areas, it was stated that the aim of the early intervention / prevention developments and increasing the number of APRs was to reduce costs and provide compensatory savings.
- (iv) In response to support at Highlands Deaf Unit, it was stated that this would be raised at the Hearing Services Working Group, which included all key partners in this area including Highlands and Brimsdown Units. However, there had not been a representative from the Highlands and Brimsdown Deaf Units at recent meetings. Ms Fanning was liaising with staff at Highlands to confirm the most appropriate person for attending these meetings.

RESOLVED:

The Forum confirmed their support for the proposed increase in the funding allocated to the Hearing Impairment Outreach Service.

Ms Fanning would continue to liaise with Highlands and Brimsdown regarding attendance at the Hearing Services Working Group.

ACTION: MS FANNING

The Forum thanked Ms Fanning for attending the meeting and presenting her report.

(b) Dedicated Schools Grant Budget Monitoring Report 2022/23 - Update

This item was presented by Mrs Brown and Mr Newman

RECEIVED a monitoring report detailing the forecast for the Dedicated Schools Grant (DSG) Budget 2022/23.

REPORTED the deficit brought forward was £12.6m. The budget forecast as at November 2022 was the cumulative deficit increasing to £15.11m which was an increase of £1.3m, from the Quarter 2 forecast.

NOTED areas contributing towards the increase in the deficit and other changes included:

- The shortfall paid for the PFI contract had increased by £0.3m due to backdated charges for 2021/22;
- Increase in the number of pupils placed in independent / outborough provision;
- Overspend by SEN Service due to cover for staff absences. The overspend was partly counteracted by an underspend by Educational Psychology Service due to vacant posts;
- Positive adjustment of the Post 16 budget had resulted in the spend remaining within budget.

In response to a question, it was stated that further analysis would be provided on the use of independent and outborough provision.

It was highlighted to the Forum that the annual reports presented earlier in the meeting and at previous meetings, the work being done to support early identification and intervention to address pupils needs escalating. In addition, officers were continuing to work with schools to host new ARPs / Units at their schools and reviewing and developing a longer term outreach offer for mainstream schools.

The Forum noted the forecast and accumulative deficit position as at November 2022.

(c) Top up funding for pupils with EHCPs in mainstream schools

This item was presented by Mr Nathan and Ms Thurogood

RECEIVED a report outlining proposals for top up funding for pupils with Education, Health and Care Plans (EHCPs) in mainstream schools.

REPORTED following an evaluation of the pilot for a calculator to be used to allocate top up funding for pupils with EHCPs in mainstream schools, it was found the calculator was not a sustainable methodology and an alternative be explored. The report outlined a proposal to increase the hourly rate for top ups from £12.33 to £15.50. Furthermore, the hourly rate would not be a flat rate but would be incorporated into five set bands with Band A being for those pupils with lowest level of needs and Band E with highest level of need.

The proposal was discussed with the Education Resources Group and the feedback from the Group was positive and included the following suggestions:

- The methodology be extended to allow for those pupils who may require extreme levels of support, which were outside the scope of Band E;
- Develop a methodology for supporting pupils whose needs were below Band A and could be managed with initial support without recourse to an EHCP.

NOTED the proposal would require further consultation with other key stakeholders and following the outcome of this consultation, arrangements for implementation will be developed. The responses from the consultation and implementation will be reported to the Forum for consideration.

RESOLVED to agree to consulting the proposed methodology for top up funding for pupils with EHCPs in mainstream schools.

ACTION: MR NATHAN & MS THUROGOOD

(d) **Early Years Funding Formula**

This item was presented by Mrs Brown

RECEIVED a report outlining proposals on the local arrangements for the allocation of the hourly rate for free nursery entitlement for three and four year old.

REPORTED the DfE had published the outcomes from the Early Years National Funding Formula consultation. The Forum was advised that the hourly rate for funding 3 and 4 year olds had increased from £5.93 to £6.12. However, only part of the increase was from additional money with the balance being obtained by transferring the money from teachers' pay and pension grant provided to mainstream schools for nursery teachers.

NOTED the proposal for the local early years funding formula was to maintain the current factors with one exception, which was to introduce a quality factor. The purpose of the quality factor was to identify and allocate the money transferred for teachers' pay and pension grant to mainstream schools.

With the Forum's agreements, all key stakeholders would be consulted on proposed local early years funding formula. The responses from the consultation and implementation will be reported to the Forum for consideration.

RESOLVED to agree to consulting on the proposed early local early years funding formula.

ACTION: MRS BROWN

(e) **High Needs Strategy**

This item was presented by Mrs Brown

RECEIVED a report with an update on the budget, high level data on the rising demand for special educational needs and disabilities (SEND) support, progress on the agreed strategies and an update on the DfE's Delivering Better Value (DBV) programme.

REPORTED the increase in funding for the High Needs block were being subsumed by the continuing rise in demand for support. The latest data published by ESFA showed that Enfield's rate of increase in number of pupils with EHCPs was greater than national increase or that of other outer London authorities. The main concern with this position was the data

locally and from Office for National Statistics was indicating a general decline in the population. It was unclear if the increase was impacted by the extension of the age range from birth to 25 for supporting pupils with SEND, growing levels of social deprivation, effect of the pandemic or a mixture of these factors.

NOTED Enfield's deficit position was not unique and the DfE had introduced the Safety Valve and DBV programme. Enfield was part of the DBV programme along with 55 other local authorities. The programme comprised of a number of modules and activities. It was being delivered in phases. Enfield's phase began in the Autumn term and progress was currently between Evaluation and Set-up and Module 1 phases.

The Forum was advised, as part of the stakeholder engagement element of the programme, the DBV Team had requested to attend Schools Forum meeting on 8th March.

RESOLVED to invite the DBV representatives to the next meeting of the Forum.

ACTION: MRS BROWN

The Forum noted that update and confirmed sufficient feedback and engagement in relation to the high needs budget pressures was being received.

6. **WORKPLAN**

RECEIVED and resolved to update Workplan from this meeting.

7. **FUTURE MEETINGS**

(a) The Forum agreed:

- The next meeting on 8 March 2023 be held virtually on MS Teams;
- The meeting on 5th July be held in person.

(b) NOTED dates of future meetings as detailed:

Date	Time	Venue
05/07/2023	5:30 - 7:30 PM	Venue TBC
04/10/2023	5:30 - 7:30 PM	TBC
06/12/2023	5:30 - 7:30 PM	TBC

8. **CONFIDENTIALITY**

No items discussed within the agenda were to be treated as confidential.