

Public Document Pack



Rutland County Council

Catmose, Oakham, Rutland, LE15 6HP
Telephone 01572 722577 Facsimile 01572 758307 DX28340 Oakham

Ladies and Gentlemen,

A meeting of the **SCHOOLS' FORUM** will be held in the Council Chamber, Catmose, Oakham, Rutland, LE15 6HP on **Thursday, 21st January, 2016** commencing at 4.00 pm when it is hoped you will be able to attend.

Yours faithfully

Helen Briggs
Chief Executive

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. A protocol on this facility is available at www.rutland.gov.uk/haveyoursay

A G E N D A

APOLOGIES FOR ABSENCE

1) MINUTES AND ACTIONS FROM THE PREVIOUS MEETING

To confirm the minutes of the meeting of the Schools' Forum held on 26th November 2015

2) RUTLAND SCHOOLS' FORUM WEBSITE

Verbal report from the Clerk regarding the updated Schools' Forum webpage (Pages 3 - 4)

3) ADDITIONAL FUNDING FROM LAST YEAR'S DSG UNDERSPEND

Verbal report from Mark Fowler and Dawn Greaves following the invitation for schools to bid for additional funding from last year's DSG underspend.

(Copy of letter attached)
(Pages 5 - 6)

4) SERVICES AND CHARGES

To receive a report from Mark Fowler
(Pages 7 - 10)

5) ANY URGENT BUSINESS

6) DATE OF NEXT MEETING

Thursday, 9th June 2016 at 4.00 p.m. in the Council Chamber

Proposed Agenda Items:

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DISTRIBUTION

MEMBERS OF THE SCHOOLS' FORUM:

Mrs J Turner (Chairman)	
Mrs S Milner (Vice-Chair)	
Mrs A Rawlins	Mr B Gale
Mr C Smith	Mrs D Powell
Mr J Woodhead	Mrs M Darlington
Mr R Gooding	Mr S Cox
Mr S Williams	Mr B Shore
Mr D Wilby	

OFFICERS:

Dr T O'Neill	Mr M Fowler
Miss J Narey	Ms D Greaves

Rutland Schools' Forum

Schools' Forums are governed by the Schools' Forum (England) Regulations 2012

The Schools' Forum is both a consultative and decision-making body whose purpose is to advise the local authority in line with the Schools' Forum (England) Regulations 2012. In the event that any item within this constitution contradicts these regulations, the regulations will take precedence.

The Schools' Forum is to be consulted on the following local authority proposals:

- amendments to the schools funding formula (for which voting is restricted by the exclusion of non-school members except for Private, Voluntary and Independent nursery representatives);
- arrangements for the education of pupils with special educational needs;
- arrangements for the education of children otherwise than at school;
- arrangements for Early Years provision;
- administrative arrangements for the allocation of central government grants paid to schools via the local authority;
- when a contract is being proposed for supplies and services which is to be funded from the Schools Budget and is in excess of the EU procurement thresholds (consultation must take place at least one month prior to the issue of invitation to tender);
- special places to be commissioned by the authority in different institutions, and the arrangements for paying top-up funding;
- Alternative provision (AP) places to be commissioned by the authority and by schools and the arrangements for paying top-up funding.

From 2014/15, the Schools' Forum must be consulted on any proposals to:

- vary the Minimum Funding Guarantee (MFG);
- use exceptional factors;
- vary pupil numbers;
- allow additional categories of, or spending on, central budgets;
- amend the sparsity factor;
- vary the lump sum for amalgamating schools;
- vary the protection for special schools and special academies.

General Information

Rutland Schools' Forum: Constitution and Rules of Conduct

Schools' Forum: Operational and Good Practice Guide March 2015

Schools' Forum: Powers and Responsibilities 2015-2016

All meetings are open to the public and further information can be found below.

Meeting Dates

Schedule of meetings (including agendas and minutes) from July 2015

Please note that the agendas and minutes from meetings before July 2015 are listed below.

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Rutland
County Council

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To all Headteachers and Principals
All Schools, Academies and Free Schools

14 December 2015

Dear Colleagues

Invitation to Bid for Additional Funding from Last Year's DSG Underspend

As you are probably aware, there was an underspend of £505,000 in the financial year 2014-15. A request has been made to use some of this underspend for a school where pupil numbers have grown substantially within the year and it is the role of the Rutland Schools' Forum to decide how to manage that underspend.

After considerable discussion, the Schools' Forum made the following decision:

'The DECISION concerning the use of the 2014/2015 underspend would comprise two elements:

- 1. Schools affected by military movements would be invited to submit a bid to Schools' Forum for funding. The application should include funding figures received by MOD. The formula used for Cottesmore previously would be used for this element. (See footnote.)*
- 2. The remaining sums from the underspend would then be distributed to all schools based on the 2016/17 funding formula. The Council would do its best to complete this so that the distribution to all schools would take place in January 2016.*

Footnote: The Cottesmore Formula

The school identifies the increase in pupil numbers over the school year. (For example Cottesmore was originally funded for 127 pupils; by September they had 197 Pupils). RCC then averaged the figure for the year (average used was 179). The difference in funding was identified between:

- what the school received under funding formula; and*
- what they would have received under the same formula using new number of pupils.*

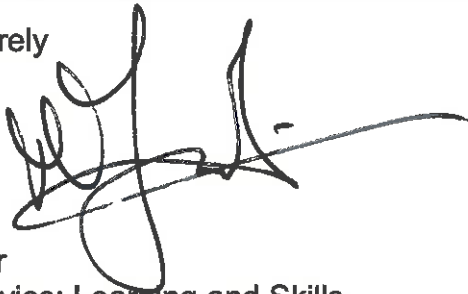
Any MOD grant funding received by school was then deducted from this sum and the balance was paid to school.'

Consequently, on behalf of the Schools' Forum, I am inviting you to submit a bid if these criteria apply to you.

The bids should be submitted to the new Clerk of the Schools' Forum, Jane Narey (jnarey@rutland.gov.uk) by no later than 20 December 2015.

Please note that the Clerk of the Forum can only implement decisions of the Schools' Forum; we cannot interpret nor amend the decision. However, if you seek further clarification, please contact the Chair of the Schools' Forum, Jan Turner (Email: principal@ucc.rutland.sch.uk /Tel. 01572 823631)

Yours sincerely

A handwritten signature in black ink, appearing to be 'M Fowler', with a long horizontal stroke extending to the right.

Mr M Fowler
Head of Service: Learning and Skills
People Directorate

COTTESMORE CP SCHOOL	£805,766.70	£16,745.00	3.5%	£13,328.96	197.00	£14,056.01
EDITH WESTON PRIMARY SCHOOL	£382,860.58	£0.00	1.7%	£6,467.67	75.00	£5,351.27
Empingham C. E. Primary School	£348,277.07	£0.00	1.6%	£5,883.45	72.00	£5,137.22
Exton & Greetham C.E. Primary School	£320,445.58	£0.00	1.4%	£5,413.29	46.00	£3,282.11
Oakham CE Primary School	£1,048,342.57	£27,638.48	4.6%	£17,242.77	279.00	£19,906.74
Uppingham C. of E. Primary	£638,910.98	£13,600.00	2.8%	£10,563.39	160.00	£11,416.05
Great Casterton Primary School	£404,113.27	£8,330.00	1.8%	£6,685.97	98.00	£6,992.33
St Mary & St John CEVA Primary	£649,707.29	£15,215.00	2.8%	£10,718.49	179.00	£12,771.71
Ryhall C of E Academy	£538,089.39	£16,642.87	2.3%	£8,808.81	138.00	£9,846.34
Catmose Primary	£784,706.18	£10,968.18	3.5%	£13,070.77	208.00	£14,840.87
BROOKE HILL ACADEMY	£1,037,502.10	£25,415.00	4.5%	£17,097.20	299.00	£21,333.75
Ketton C.of E. Primary School	£717,089.30	£17,000.00	3.1%	£11,826.62	200.00	£14,270.06
LANGHAM C. OF E. PRIMARY SCHOOL	£774,856.74	£18,445.00	3.4%	£12,778.08	217.00	£15,483.02
WHISSENDINE C of E PRIMARY SCH	£688,339.83	£16,150.00	3.0%	£11,355.31	190.00	£13,556.56
ST.NICHOLAS C of E PRY SCHOOL	£532,392.31	£12,556.25	2.3%	£8,781.60	137.00	£9,774.99
English Martyrs Catholic Voluntary Academy	£486,632.34	£11,143.28	2.1%	£8,032.44	117.00	£8,347.99
Leighfield Primary School	£709,256.59	£20,879.31	3.1%	£11,628.77	200.00	£14,270.06
Uppingham Community College	£4,193,981.44	£79,755.49	18.5%	£69,501.69	887.00	£63,287.74
CASTERTON BUSINESS & ENTERPRISE COLLEGE	£3,527,095.50	£64,795.15	15.5%	£58,488.70	717.00	£51,158.18
Catmose College	£4,152,729.34	£73,350.75	18.3%	£68,913.01	862.00	£61,503.98
	£22,741,095.11	£376,587.00		£376,587.00	5,278.00	£376,587.00

	MOD Funding
	£
EW	40,385
N Luff	35,698
Cott	45,238
Emp	6,909
Exton	23,932
St Nicks	1,308
UCC	21,834
	<u>175,304</u>
Balance Held @ 1/4/15	551,891
∞	376,587
	Balance to be allocated

Additional Funding for Edith Weston Re: St Georges Barracks

	Unit Value £	Current Units	New Units	Diff	Total £	Notional SEN
AWPU	2,792.00	40.0	65.0	25.0	69,800	3,490
FSM6	1,020.00	4.7	7.7	3.0	3,020	906
IDACI 1	1,000.00	0.0	0.0	0.0	0	
IDACI 2	1,500.00	0.0	0.0	0.0	0	
IDACI 3	2,000.00	0.0	0.0	0.0	0	
IDACI 4	2,500.00	0.0	0.0	0.0	0	
IDACI 5	3,000.00	0.0	0.0	0.0	0	
IDACI 6	3,500.00	0.0	0.0	0.0	0	
LAC_X_Mar 12	1,000.00	0.0	0.0	0.0	0	
Low Attainment	601.00	12.6	18.9	6.3	3,783	3,783
EAL_%_3	1,100.00	7.1	11.5	4.4	4,853	
Mobility	1,000.00	10.0	16.3	6.3	6,250	
Lump Sum	100,000.00	1.0	1.0	0.0	0	
Rates	4,625.00	1.0	1.0	0.0	0	
MFG	191.84	40.0	65.0	25.0	4,796	
Total additional Funding					92,502	8,179
Less: MOD Funding					(52,117)	
Contingency Funding					40,385	

Additional Funding for North Luffenham

	Unit Value £	Current Units	New Units	Diff	Total £	Notional SEN
AWPU	2,792.00	167.0	179.0	12.0	33,504	1,675
FSM6	1,020.00	11.7	12.5	0.8	854	256
IDACI 1	1,000.00	0.0	0.0	0.0	0	
IDACI 2	1,500.00	0.0	0.0	0.0	0	
IDACI 3	2,000.00	0.0	0.0	0.0	0	
IDACI 4	2,500.00	0.0	0.0	0.0	0	
IDACI 5	3,000.00	0.0	0.0	0.0	0	
IDACI 6	3,500.00	0.0	0.0	0.0	0	
LAC_X_Mar 12	1,000.00	0.0	0.0	0.0	0	
Low Attainment	601.00	27.3	29.2	2.0	1,178	1,178
EAL_%_3	1,100.00	2.3	2.5	0.2	182	
Mobility	1,000.00	0.0	0.0	0.0	0	
Lump Sum	100,000.00	1.0	1.0	0.0	0	
Rates	2,248.00	1.0	1.0	0.0	0	
MFG	-1.71	167.0	179.0	12.0	-21	
Total additional Funding					35,698	3,110
Less: MOD Funding						
Contingency Funding					35,698	

Additional Funding for Cottesmore

	Unit Value £	Current Units	New Units	Diff	Total £	Notional SEN
AWPU	2,792.00	181.0	194.0	13.0	36,296	1,815
FSM6	1,020.00	15.2	16.3	1.1	1,117	
IDACI 1	1,000.00	0.0	0.0	0.0	0	335
IDACI 2	1,500.00	1.0	1.1	0.1	108	
IDACI 3	2,000.00	0.0	0.0	0.0	0	
IDACI 4	2,500.00	0.0	0.0	0.0	0	
IDACI 5	3,000.00	0.0	0.0	0.0	0	
IDACI 6	3,500.00	0.0	0.0	0.0	0	
LAC_X_Mar 12	1,000.00	0.0	0.0	0.0	0	
1						
Low Attainment	601.00	54.1	58.0	3.9	2,334	2,334
EAL_%_3	1,100.00	25.5	27.3	1.8	2,014	
Mobility	1,000.00	39.9	42.8	2.9	2,866	
Lump Sum	100,000.00	1.0	1.0	0.0	0	
Rates	8,859.00	1.0	1.0	0.0	0	
MFG	38.72	181.0	194.0	13.0	503	
Total additional Funding					45,238	4,484
Less: MOD Funding						
Contingency Funding					45,238	

Additional Funding for Empingham

	Unit Value £	Current Units	New Units	Diff	Total £	Notional SEN
AWPU	2,792.00	84.0	86.0	2.0	5,584	279
FSM6	1,020.00	5.5	5.6	0.1	132	40
IDACI 1	1,000.00	0.0	0.0	0.0	0	
IDACI 2	1,500.00	0.0	0.0	0.0	0	
IDACI 3	2,000.00	0.0	0.0	0.0	0	
IDACI 4	2,500.00	0.0	0.0	0.0	0	
IDACI 5	3,000.00	0.0	0.0	0.0	0	
IDACI 6	3,500.00	0.0	0.0	0.0	0	
LAC_X_Mar 12	1,000.00	1.1	1.1	0.0	26	
Low Attainment	601.00	20.9	21.3	0.5	298	298
12 EAL_%_3	1,100.00	0.0	0.0	0.0	0	1029 85.8
Mobility	1,000.00	1.6	1.6	0.0	38	
Lump Sum	100,000.00	1.0	1.0	0.0	0	
Rates	2,410.00	1.0	1.0	0.0	0	
MFG	415.16	84.0	86.0	2.0	830	
Total additional Funding					6,909	617
Less: MOD Funding						
Contingency Funding					6,909	

Additional Funding for Exton

	Unit Value £	Current Units	New Units	Diff	Total £	Notional SEN
AWPU	2,792.00	38.0	43.0	5.0	13,960	698
FSM6	1,020.00	6.8	7.7	0.9	915	275
IDACI 1	1,000.00	0.0	0.0	0.0	0	
IDACI 2	1,500.00	0.0	0.0	0.0	0	
IDACI 3	2,000.00	0.0	0.0	0.0	0	
IDACI 4	2,500.00	0.0	0.0	0.0	0	
IDACI 5	3,000.00	0.0	0.0	0.0	0	
IDACI 6	3,500.00	0.0	0.0	0.0	0	
LAC_X_Mar 12	1,000.00	0.0	0.0	0.0	0	
¹ ₃ Low Attainment	601.00	12.1	13.7	1.6	958	958
EAL_%_3	1,100.00	0.0	0.0	0.0	0	
Mobility	1,000.00	0.0	0.0	0.0	0	
Lump Sum	100,000.00	1.0	1.0	0.0	0	
Rates	3,402.00	1.0	1.0	0.0	0	
MFG	1,619.71	38.0	43.0	5.0	8,099	
Total additional Funding					23,932	1,931
Less: MOD Funding						
Contingency Funding					23,932	

Additional Funding for St Nicholas

	Unit Value £	Current Units	New Units	Diff	Total £	Notional SEN
AWPU	2,792.00	124.0	131.0	7.0	19,544	977
FSM6	1,020.00	11.7	12.4	0.7	674	202
IDACI 1	1,000.00	0.0	0.0	0.0	0	
IDACI 2	1,500.00	0.0	0.0	0.0	0	
IDACI 3	2,000.00	0.0	0.0	0.0	0	
IDACI 4	2,500.00	0.0	0.0	0.0	0	
IDACI 5	3,000.00	0.0	0.0	0.0	0	
IDACI 6	3,500.00	0.0	0.0	0.0	0	
LAC_X_Mar 12	1,000.00	0.0	0.0	0.0	0	
Low Attainment	601.00	22.8	24.1	1.3	774	774
¹ ⁴ EAL_%_3	1,100.00	0.0	0.0	0.0	0	
Mobility	1,000.00	5.6	5.9	0.3	316	
Lump Sum	100,000.00	1.0	1.0	0.0	0	
Rates	2,821.00	1.0	1.0	0.0	0	
MFG	0.00	124.0	131.0	7.0	0	
Total additional Funding					21,308	1,953
Less: MOD Funding					(20,000)	
Contingency Funding					1,308	

Additional Funding for Uppingham Community College

	Unit Value £	Current Units	New Units	Diff	Total £	Notional SEN
AWPU	4,140.00	886.0	891.0	5.0	20,700	1,035
FSM6	1,020.00	91.5	92.1	0.5	527	
IDACI 1	1,000.00	11.0	11.1	0.1	62	158
IDACI 2	1,500.00	16.0	16.1	0.1	135	
IDACI 3	2,000.00	3.0	3.0	0.0	34	
IDACI 4	2,500.00	0.0	0.0	0.0	0	
IDACI 5	3,000.00	1.0	1.0	0.0	17	
IDACI 6	3,500.00	0.0	0.0	0.0	0	
LAC_X_Mar 12	1,000.00	0.0	0.0	0.0	0	
5						
Low Attainment	601.00	147.1	147.9	0.8	499	499
EAL_%_3	1,100.00	2.0	2.0	0.0	12	
Mobility	1,000.00	0.0	0.0	0.0	0	
Lump Sum	100,000.00	1.0	1.0	0.0	0	
Rates	19,599.00	1.0	1.0	0.0	0	
MFG	-30.42	886.0	891.0	5.0	-152	
Total additional Funding					21,834	1,692
Less: MOD Funding						
Contingency Funding					21,834	

Service and Charges Consultative Paper for Schools' Forum 21 January 2016

1. Background

The Learning and Skills Service consulted schools on the proposals affecting school improvement services in the document *School Improvement Service Report 2015*. This was sent to all schools during early autumn 2015. The report was also discussed during the heads' strategic event 6 October 2015 and comments were invited. The report described the arrangements for services to schools, particularly relating to school improvement.

The report was updated in the light of (minor) amendments and then approved by Scrutiny and Cabinet.

The relevant section from this report is copied in the Appendix, below.

2. School improvement services provided by the Local Authority

The report identified the following categories of service:

- a. Core service to schools (applies to all schools¹);
- b. Entitlement for schools;
- c. Provision for vulnerable schools and schools causing concern;
- d. Education Performance Board;
- e. Rutland Area Education Collaboration Programme. (This includes regular strategic events for head teachers and chairs of governors.);
- f. Additional provision.

The report also indicated where charges are to be made (see below).

3. Purpose of Charges

The Local Authority, in addition to meeting its statutory obligations, needs to tailor its provision for schools to match their varying needs. To achieve this, the LA will provide a range of services at no charge; additional services will be charged at a rate which covers costs.

4. Charges proposed

No charge will be made by the Local Authority for items: a; b; c²; d; e.

Charges will be made for services additional to that provided under c. and for item f at the enhanced rate.

5. Services for *Vulnerable Schools and Schools Causing Concern*

Under item c. (vulnerable schools and schools causing concern) the LA offers a specified service of development support (see further paper). This will be provided as follows:

- **LA maintained schools** receive this service at no additional charge;

¹ "All schools" means state schools (LA maintained, academies, free schools) and independent schools.

² Where independent schools are identified in this category, the schools will be charged at the standard rate.

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- Where LA maintained schools opt **for further support** this will be made at the enhanced rate;
- **Academies and free schools** will be charged at the enhanced rate;
- **Independent schools** will be charged at the standard rate.

6. Choice of Service Provider

Schools are encouraged to identify the best provider for any additional services they procure, giving due regard to quality, local impact and partnerships, e.g., teaching alliances, and cost. It is likely they will fund any additional services from their own budget, possibly in collaboration with other schools or partners.

7. Rutland Special Funding Arrangements

The Schools' Forum agreed to earmark funding for school improvement; a figure which would be matched by the Council. In the first year (2015/16) this would amount to £50k in total (£25k from DSG; £25k from Council). This will then be reviewed and, if considered appropriate, will rise to £100k in total.

Schools in difficulty may require additional resource. It is proposed that a proportion of this fund is allocated each year to named schools which are identified as vulnerable and causing concern³. This figure is likely to vary in the light of the numbers and sizes of schools and any competing priorities. This school improvement budget may be used by those schools to buy the additional services they require from their chosen providers in agreement with the Local Authority⁴.

8. Consultation

The LA wishes to consult upon its charging and non-charging arrangements and proposes to do this via the Schools' Forum and direct discussion with head teachers and governors.

³ Schools will be identified using the school categorisations agreed in the *School Improvement Service Report 2015* (categories green / amber / red).

⁴ This is likely to be agreed at the Strategy Meetings which are a core element of the support for vulnerable schools and schools causing concern.

APPENDIX

The relevant section of the report is copied below:

“The school improvement policy and practice will be amended to clarify core and entitlement activity (items a-e). It will also indicate charges made for:

a. Core service to schools

The following will apply to all schools:

- **Annual table-top review** of standards and consideration in relation to Council vision, policies, statutory powers and services;
- **Comparative review** by Education Performance Board;
- **Strategic consideration of each school** in the corporate strategic planning of the Council as well as its planning for education;
- **Access to Council services** described as under “Entitlement” below;
- **Services for special needs children** in line with statutory requirements and Rutland policy;
- **Overview by Lead Member** for Schools.

b. Entitlement for schools

The Council will provide, *unless declined by schools*:

- **Education Specialist Officer** attached to each school/academy;
 - **Two review visits from Education Specialist Officer** per year to review learner outcomes, progress, school and partnership priorities;
 - Participation in Rutland area **education collaboration programme**;
 - **Representation** on Education Performance Board;
 - **Telephone advice** from Education Specialist Officer;
 - **Access to advice on pupil admissions.**
- c. **Provision for vulnerable schools and schools causing concern**
- **A sliding scale of support and challenge** is available, designed to match the needs of schools facing difficulties. Please see appropriate policy and statements of provision level.

d. Education Performance Board

Cf. the remit of this Board is to review standards of education and all provision within the County. It may recommend to the Council action to be taken affecting policy, strategy provision – including organisation – and evaluation.

e. Rutland Area Education Collaboration Programme

This programme is a core element of the strategy for education in Rutland. It fosters and formalises collaboration between all education providers in the Rutland area. It provides a forum for action for all players to maximise their whole system leadership, creating and sustaining an environment of high achievement beyond the individual school. The core members are the schools in Rutland and their partners beyond the County.

Core matters of education strategy and decision-making are discussed in this programme.

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In practical terms, this means a regular and developing programme of activity focused on formal collaboration between schools and actions that are best achieved across a range of schools. Participants are head teachers of schools and chairs of governors as well as County officers and Members. Other senior school leaders or substitutes may be invited by the Council.

Details of the activities of this Programme will be available on the County website for education.

f. Additional provision

- Schools are encouraged to use the range of inter-school support, including the Teaching School Alliances.
- Where requested, further support can be provided by the Education Specialist Officers at additional cost.

Charge will be made for f. (Additional provision) where the service is brokered or provided by Rutland County Council.