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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, 30th March, 2017** 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 12 January 2017. The attached minutes include an amended item 5 in light of comments received following the circulation of the draft minutes.
(Pages 5 - 8)

2) DECLARATIONS OF INTEREST

In accordance with the Regulations, Members are invited to declare any personal or prejudicial interests they may have and the nature of those interests in respect of items on this Agenda and/or indicate if Section 106 of the Local Government Finance Act 1992 applies to them.

3) PETITIONS, DEPUTATIONS AND QUESTIONS

To receive any petitions, deputations and questions received from Members of the Public in accordance with the provisions of Procedure Rule 217.

The total time allowed for this item shall be 30 minutes. Petitions, declarations and questions shall be dealt with in the order in which they are received. Questions may also be submitted at short notice by giving a written copy to the Committee Administrator 15 minutes before the start of the meeting.

The total time allowed for questions at short notice is 15 minutes out of the total time of 30 minutes. Any petitions, deputations and questions that have been submitted with prior formal notice will take precedence over questions submitted at short notice. Any questions that are not considered within the time limit shall receive a written response after the meeting and be the subject of a report to the next meeting.

4) 2016/17 FUNDING UPDATE

To receive 2016/17 Funding Update (including High Needs)
(Pages 9 - 12)

5) FUNDING FORMULA UPDATE

6) ELECTION OF NEW CHAIR

7) CHARGING MECHANISMS FOR SCHOOLS AND ACADEMIES

To note and discuss RCC Education Improvement Service – Services for Schools 2017/18
(Pages 13 - 14)

8) ANY URGENT BUSINESS

9) DATE OF NEXT MEETING

Thursday, 8 June 2017, 4.00pm – 5.00pm in the Council Chamber, RCC, Catmose

Proposed Agenda Items: to be confirmed

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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 B Shore	Mr C Smith
Mr J Woodhead	Mrs M Darlington
Mr R Gooding	Ms S Hearsh
Mr S Cox	Mr S Williams

OFFICERS:

Dr T O'Neill	Ms G Curtis
Mrs H Fardell	Ms D Greaves

IN ATTENDANCE: Mr D Wilby, Portfolio Holder for Lifelong Learning

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Rutland County Council

Catmose Oakham Rutland LE15 6HP
Telephone 01572 722577 Facsimile 01572 75307 DX28340 Oakham

Minutes of the **MEETING of the SCHOOLS' FORUM** held at Rutland County Council, Council Chamber on Thursday, 12 January 2017 at 4.00 pm

PRESENT:

Mrs J Turner (Chair)	
Mr B Gale	Mr R Gooding
Mr R Shore	Mr J Woodhead
Mrs M Darlington	Mr S Cox
Ms V Savage (deputy for Mr S Williams)	Mr C Smith

APOLOGIES:

Ms S Hearth

OFFICERS PRESENT:

Ms G Curtis	Head of Service Learning & Skills
Dr T O'Neill	Director for People
Ms D Greaves	Services for People Accountant
Mr L Dabin-Williams	Services for People Accountant
Mrs H Fardell (Clerk)	Corporate Support

IN ATTENDANCE:

Mr D Wilby	Portfolio Holder for Lifelong Learning
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1 MINUTES AND ACTIONS OF THE PREVIOUS MEETING

The minutes of the meeting of the Schools' Forum held on 22 September 2016, copies of which had been previously circulated, were confirmed as a true and accurate record of the meeting. There were no matters arising.

Mr Wilby introduced Gill Curtis, who has recently joined the authority as Head of Service Learning & Skills and was attending her first Schools' Forum meeting.

2 DECLARATIONS OF INTEREST

Mr S Cox and Ms V Savage declared an interest in matters relating to DSP.

3 PETITIONS, DEPUTATIONS AND QUESTIONS

No petitions, deputations or questions were received from members of the public.

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Mr C Smith joined the meeting at 4.10pm

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4 BUDGET UPDATE

Ms Greaves introduced the paper Schools Budget 2016/17 Update & Appendix 1 Forecast outturn 2016/17 paper. Schools' Forum **NOTED** the contents. During discussion the following points were made:

- 4.1 Dr O'Neill advised that alongside preparation for an Ofsted SEND inspection, the Council will be embarking on a piece of work which will attempt to reduce the number of out of county high needs placements, making greater use of the high needs provision within Rutland and thereby reducing the current high needs overspend. This will be a complex piece of work involving partner agencies, schools, and looking at the approaches taken by neighbouring authorities.
- 4.2 Mr Wilby advised that funding has been made available from a DfE SEND reform grant which will fund the appointment of a dedicated Project Officer to oversee this work. In addition to focussing on SEND provision, the approach taken will also consider aspects of and involve children's social care, education and health provision. In planning future high needs provision, it will be important to engage at an early stage with parents.
- 4.3 Ms Greaves advised the Forum of two national consultations currently in progress for High Needs and the National Schools Funding Formula, which close 22 March 2017. The Council's Finance Department will email to all Head Teachers the link to the DfE website, where the consultation documents can be found. These documents provide illustrative budget figures for all schools.
- 4.4 Members of the Forum expressed concern that the proposals within the Funding Formula consultation could have a negative impact on a number of schools leading to a loss of funding. Members were particularly concerned about changes to the primary secondary pupil ratio, which could adversely affect all secondary school provision within Rutland. It was suggested that the Council should make representation to the Government about these proposals through it's MP.
- 4.5 The consultation documents provide illustrative figures only and consideration should focus on the principles behind the proposals, as opposed to looking at the potential negative or positive impact on individual schools. Schools' Forum **AGREED** that the Local Authority (LA) will co-ordinate a group of representatives from each sector, who will meet to consider the proposals with a view to formulating a considered response representing the view of all provision within Rutland. Early February was suggested as the timescale for this. The response once compiled can be fed back through the consultation process and/or to the Government as thought fit, and can be circulated to all Head Teachers for their information.
- 4.6 Ms Greaves advised that the High Needs consultation was primarily concerned with how funds are allocated by the LA, not how funds are spent. High Needs budgets will be under pressure if the number of pupils requiring high needs provision continues to increase.
- 4.7 Mrs Darlington provided a brief update regarding Early Years funding. Providers will be receiving less funding per child, whilst having to deal with increasing living wage and pension commitments. Providers have made

representation to the DfE (November 2016) but with no response as yet. Providers are meeting with LA officers with a view to attempting to increase funding rates from 2018/19 onwards.

5 DSG OVERSPEND ON THE HIGH NEEDS BLOCK AND EARLY YEARS FUNDING UPDATE

Ms Greaves introduced the paper Schools Funding for 2017/18. Schools' Forum **NOTED** the contents. During discussion the following points were made:

- 5.1 Members considered the £400k shortfall in High Needs funding and further discussion focussed particularly on funding for DSP units. Dr O'Neill advised that moving forward the LA plans to work closely with Oakham CoFE Primary/The Parks School, and Catmose College on how best DSP is managed within the County, with a view to building capacity and developing change by agreement. This will also link with the work to reduce out of county placements in 4.1 above.
- 5.2 Clarity was sought regarding the DSP funding for 2017/18. It was noted that the current DSP arrangements will be honoured for the forthcoming financial year and this will be reflected in the budget being submitted on 20th January 2017. It is recognised that this funding will put additional financial pressure on the High Needs Budget which could be up to £300K overspent by the end of the coming financial year if significant adjustments are not made to the rate of spending, particularly on out of county placements where there are vacancies within Rutland provision. This SEND provision is currently being reviewed and the Local Authority will be working with schools to address this issue over the coming year. It is acknowledged that if this overspend cannot be accommodated through reduction in costs, this will be recovered from the School's Budget.
- 5.3 A report 'Placement for Pupils with Special Educational Needs or Disabilities' will be presented to Cabinet on 17 January 2017, and once approved work will proceed.
- 5.4 Schools' Forum **RECOMMENDED** that funding to cover the High Needs shortfall should not be taken from the Schools Block.

6 ANY URGENT BUSINESS

- 6.1 Ms Savage advised that Catmose College had applied to the DfE for additional places under Growth Funding and been referred to the Schools' Forum. Ms Greaves advised that Schools' Forum had previously made the decision not to have a Growth Fund.
- 6.2 Ms Greaves highlighted to the Forum for their information, the implementation of the Apprenticeship Levy, and advised that invites to a meeting regarding this had been sent to all maintained schools. It was commented that this could potentially be a major issue for small schools.

7 DATE OF NEXT MEETING

The next meeting will be held on Thursday, 30 March 2017 at 4.00 pm at RCC, in the Council Chamber.

Proposed agenda items: Election of new Chair of Schools' Forum

For information, the following additional meeting dates have been previously agreed for 2017:

Thursday 8 June 2017

Thursday 21 September 2017

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The Chair declared the meeting closed at 5.40pm.

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SCHOOLS' FORUM MEETING

30th March 2017

Schools Budget 2016/17 Update

1. Introduction

The purpose of schools forums is to advise local authorities on the operation of the local Schools Budget and its distribution among schools and other bodies. This paper and its appendix updates the Forum on the projected outturn for the Schools Budget for 2016/17.

2. Attachments

The following items form the appendices to this paper.

- Appendix 1 – Forecast outturn for 2016/17

3. Points to Note in the Budget Forecast

3.1 The Grant income has been adjusted to reflect the recoupment of £36k of early years funding received in 2015/16. This is due to the January 2016 census data showing fewer 3&4 year olds than previously anticipated resulting in a reduction in funding allocation as notified by the Department for Education (DfE).

3.2 The forecast does include the under spend carry forward from 2015/16 of £325k, as Schools Forum has already approved the use of this funding for School Improvement (£50k) and allocation to schools (£275k).

3.3 The Schools Block:

The schools block is showing a more or less breakeven position. There is a slight underspend on the Admissions Service as a result of vacancies within the team.

3.4 The High Needs Block:

As can be seen from the attached appendix, the High Needs budget is showing a forecast overspend of £41.4k for the financial year. This is a projected decrease in overspend to that reported at Q3 of £163.4k. The Schools' Forum have already agreed that any overspend at year end will be recouped from next years budget. The indicative budget figures for 2017/18 issued to schools recently showed an anticipated recoupment of £184.9k and therefore, the actual recoupment is likely to be lower than previously indicated.

3.5 The Early Years Block:

The Early Years Block is currently forecasting an overspend of £65.9k for the financial year. This is due to increased numbers of 2, 3 & 4 year olds. If these increases are reflected in the January 2017 census data, then the funding should be adjusted to reflect the increase.

4. **Recommendations**

4.1 Schools Forum is asked to note the forecast for 2016/17 Dedicated Schools Grant.

Dawn Greaves
Finance Manager – Accounting
22nd March 2017

Functional Quarterly Reporting

Function	Schools - Dedicated Schools Grant (DSG)								
Lead Officer	Gill Curtis								
Description	The Dedicated Schools Grant (DSG) is split into 3 notional blocks: (a) Schools Block - allocations to individual schools based on funding formula approved by Schools Forum; Admissions service; and, nationally agreed school licences (b) High Needs Block - to fund additional support for pupils with high needs in schools, further education (FE) and alternative provision (AP) sector (c) Early Years Block - to fund early years settings for provision of places for 2,3 and 4 year olds.								
Cost Centre		Outturn 2015/16	Budget 2016/17	Revised Budget	Q1 Forecast	Q2 Forecast	Q3 Forecast	Q4 Forecast	Q4 Variance to budget
School Allocations	5003	4,657,498	3,358,100	3,686,700	3,687,000	3,687,000	3,687,000	3,687,000	300
Nationally Agreed School Licences	5007	27,872	29,000	29,000	29,000	29,000	29,000	29,000	0
School Improvement	5008	0	0	50,000	50,000	50,000	50,000	50,000	0
School Recharges	5205	0	0	0	0	0	0	0	0
Pupil Premium	5245	0	0	0	0	0	0	0	0
Pupil Premium Plus	5246	0	0	0	0	0	0	0	0
Admissions Service	5379	57,341	65,000	65,000	59,400	57,700	65,000	55,600	-9,400
Schools Block totals		4,742,712	3,452,100	3,830,700	3,825,400	3,823,700	3,831,000	3,821,600	-9,100
SEN	5300 &	2,826,825	3,104,300	3,104,300	3,532,100	3,207,800	3,296,400	3,124,600	20,300
SEN Staff Recharge	5128	197,200	197,200	197,200	197,200	197,200	187,000	191,300	-5,900
Education Otherwise	5314	110,954	90,000	90,000	90,600	95,000	104,000	121,000	31,000
Special Needs Teaching	5348	61,369	65,600	65,600	87,600	83,600	74,500	64,000	-1,600
Early Years Inclusion	5399	30,104	48,900	48,900	48,900	36,500	48,900	46,500	-2,400
High Needs Block totals		3,226,451	3,506,000	3,506,000	3,956,400	3,620,100	3,710,800	3,547,400	41,400
Education for under 5's	5301	65,826	74,400	74,400	65,300	65,000	59,900	58,500	-15,900
3 & 4 Year Old Funding	5308	1,212,824	1,351,500	1,351,500	1,351,500	1,351,500	1,383,600	1,422,500	71,000

Early Years Foundation Stage	5368	27,573	30,100	30,100	30,700	28,300	28,400	27,900	-2,200
2 Year Old Funding	5290	156,159	102,000	102,000	102,000	102,000	121,100	115,000	13,000
Early Years Block totals		1,462,383	1,558,000	1,558,000	1,549,500	1,546,800	1,593,000	1,623,900	65,900
Dedicated Schools Grant Income	5332	-9,205,000	-8,516,100	-8,569,700	-8,569,700	-8,569,700	-8,533,000	-8,533,000	36,700
Use of carry forward DSG Grant (Earmarked)	n/a	0	0	-325,000	-325,000	-325,000	-325,000	-325,000	0
Funding line		-9,205,000	-8,516,100	-8,894,700	-8,894,700	-8,894,700	-8,858,000	-8,858,000	36,700
Total Function		226,546	0	0	436,600	95,900	276,800	134,900	134,900

Overall Functional Lead Comment

Rutland County Council Education Improvement Service Services for Schools 2017-18

Core activity and charges made for services:

The education improvement strategy reflects core entitlement activity; there may also be charged activities made for services

a. Core service to schools

The following will apply to all schools:

- **Annual table-top review** of published standards and consideration in relation to Council vision, policies, statutory powers and services;
- **Comparative review** by Education Performance Board;
- **Access to Council services** described as under “Entitlement” below;
- **Services for children who have special educational needs and/ or disabilities** 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:

- **Named Education Specialist Officer** assigned to each school/academy;
- **A minimum of two joint evaluation visits each academic year to maintained school** with Education Specialist Officer to review learner achievement, school and partnership priorities;
- Participation in Rutland area **education collaboration programme**;
- **Representation** on Education Performance Board;
- **Remote education 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.

Additional provision

Schools are encouraged to use the range of inter-school support available, including that offered through the Teaching School Alliances. Where requested, further support may be provided through the Learning and Skills Team; however, there will be an agreed charge for any additional provision above the statutory entitlement

The Education Performance Board

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.

Rutland Area Education Collaboration Programme

This programme is a core element of the strategy for the future of education in Rutland. It promotes and formalises effective collaboration between education providers in the Rutland area. It aims to maximise system leadership and establish true collaboration between schools in their drive for improved outcomes for all children and young people. Through peer review, challenge and support we will create and sustain an environment of high achievement beyond the individual school. The core members are the schools in Rutland and their partners in and beyond the County.

The relationship with providers of school support/improvement

Schools are best placed to source their own school improvement. However, it is not uncommon for the Council's school improvement service to be working alongside an improvement partner. This may be a Teaching School Alliance (TSA), staff from another school or academy trust, a national leader of education (NLE) or a local leader of education (LLE). A collaborative, professional approach is required to achieve the best outcomes for the school and preserve the quality of the service.

A small number of conditions should be met:

- All school improvement parties should agree to work together to achieve the expected outcomes. This must require due diligence from all parties prior to agreement.
- A clear, agreed statement must be created regarding expected outcomes, timescale, responsibilities, resource allocation, evaluation method and exit criteria. This must be agreed with the client, i.e., the school.
- A code of practice applies to the education improvement service. An appropriate code or protocol should apply to all parties.
- Additional resource may be allocated by the Council to maintained schools in the amber and red categories. The education improvement service may, therefore, monitor the process and impact of improvement parties working with the school.