



Rutland County Council

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Minutes of the **MEETING of the SCHOOLS' FORUM** held in The King Centre, Main Road, Barleythorpe, Oakham, Rutland Le15 7WD on Thursday, 5th July, 2018 at 4.00 pm

PRESENT:

1. Mr C Smith (Chair)
2. Mrs S Milner (Deputy Chair)
3. Mrs A Chambers
4. Mr S Cox
5. Mrs M Darlington
6. Mr B Gale
7. Mrs F Wilce
8. Mr S Williams
9. Mr J Woodhead

Representing

- Academies
Academies
Academies
SEN Headteacher
PVI
Trade Union
Maintained Primary
Academies
Diocese

APOLOGIES:

10. Mr R Gooding
11. Ms D Greaves
12. Ms S Hearth
13. Dr T O'Neill
14. Mr R Shore
15. Mr D Wilby

Representing

- Academies
Finance Manager, RCC
Academies
Director for People, RCC
Post 16 provision
Portfolio Holder for Lifelong Learning, Early Years, Special Educational Needs & Disabilities, Inclusion

OFFICERS PRESENT:

16. Ms G Curtis
17. Mr K Quinn
18. Mr A Merry
19. Miss J Narey (Clerk)

Representing

- Head of Service, Lifelong Learning, RCC
Service Manager, Early Help, RCC
Finance, RCC
Business Support, RCC

1 MINUTES AND ACTIONS FROM THE PREVIOUS MEETING

The minutes of the meeting of the Schools' Forum held on the 15th March 2018 were confirmed as a true and accurate record of the meeting.

Action 1

Alternative Use of High Needs Funding

Steve Cox to feedback to the group from the SEND Early Support Fund – Implementation Group.

Kevin stated that he would update the group in the Funding Update.

Action 2

Schools' Forum Vacancies and Representation

Gill Curtis / Carl Smith to invite the two 'deputies' to the induction meeting on the 29th March 2018.

Carl reported that the induction meeting was held on the 28th March, both deputies attended and the induction process was very successful.

2 DECLARATIONS OF INTEREST

No declarations of interest were made.

3 PETITIONS, DEPUTATIONS AND QUESTIONS

No petitions, deputations or questions had been received.

4 FUNDING UPDATE

Reports from Dawn Greaves were presented by Andrew Merry updating the Schools' Forum on the latest forecast for the Schools' Budget for 2017/18. During discussion the following points were noted:

A) THE DSG 2017/18 OUTTURN

- i. Overall the budget has evened out.
- ii. £150k has been removed from the DSG to repay the DfE. This appears to give an overall underspend of £111k but the true picture is an actual overspend of £67k.
- iii. £175.6k deficit to be carried forward to the DSG. The deficit had decreased since last year and plan was for this to keep dropping in future years.
- iv. Schools would not have to payback allocated funding in 2018/19. However, budgets from 2019 onwards would be reduced.
- v. Demand had significantly increased for Education, Health and Care (EHC) plans for high needs children. 40 assessment requests had been received this year to date. The service currently had 200 active plans with 60 children in special needs schools. Changes during the year were common with the plans. The costs were a significant risk to budgets, leading to them becoming unsustainable. Concern was now acute regarding budgets.
- vi. Early Intervention Funding set aside of £50k. Children in Years 5 or 6 who were at risk of exclusion were being identified by schools in order to select the most vulnerable, emotionally and behaviourally challenged children. Looking at commissioning a service (therapeutic provision) in order to support children/schools. We need to get better at reviewing the EHC plans and where appropriate either change or end the plan. Capacity was needed within the service in order to do this and this capacity is currently not available.
- vii. Schools stated that they submitted assessment requests as a last resort whilst Sharon reported that the pastoral support system at the Brooke Hills Academy Trust worked very well.
- viii. Steve noted that the High Needs Service was a good team, providing a good service and that there were lots of positives about the area including Kevin who was very passionate about the provision a high needs service.
- ix. It was agreed that Kevin would keep the forum updated on any changes.

- x. The Forum noted the draft outturn for 2017/18 Dedicated Schools Grant and the overall funding deficit of £175.6K

B) THE DSG 2018/19 BUDGET FORECAST

- xi. School allocations were showing an under-spend as we were forecasting that more schools would become academies.
- xii. The main focus was on SEND and High Needs. There were challenging circumstances, with potentially 13 cases at £8.5k per case though some would cost less but some could cost more.
- xiii. Schools need to know very early on what the implications would be.
- xiv. Dawn has looked at various options:
 - a. 1.5% repayment on total allocation
Schools expressed grave concern over this option. Acknowledgement was given that this was a very serious problem that required serious consideration. Repayment could be done over 3 years, 5 years etc. – options available but that would not solve the problem.
 - b. 1.5% funding withheld in 1 years' time
This could lead schools into serious financial difficulties and some into insolvency – a 1.5% decrease in funding would be a catastrophe.
- xv. It was agreed that the issue needed to be addressed as a matter of urgency in order to stop the problem becoming very serious.
- xvi. The East Midlands and Humber Headteachers' Board would be looking at identifying what each child is costing to get the bargaining and negotiating power of schools.
- xvii. The High Needs Service needs to be proactive rather than reactive but it currently does not have the capacity to do this.
- xviii. It was agreed that specific budget numbers for each school would be sent as soon as possible.

Action: Dawn / Andrew

C) EARLY YEARS

- xix. Forecast to be overspent by £24k. This was due to the numbers of 2 year olds being claimed for being higher than the numbers recorded on the January Census. There was an issue regarding the submission of data but the message regarding the importance of this had gone out to schools and data submission was improving.

xx.

POSITION STATEMENT FROM THE RCC SCHOOLS' FORUM

Both options detailed above would place all schools in a serious financial situation. Schools do not have other savings to draw upon. Either option would result in some schools becoming no longer financially viable and would lead to insolvency.

5 SCHOOL CAPACITY (SCAP) RETURNS

A verbal update was received from Gill Curtis. During discussion the following points were noted:

- i. Local authorities have a duty to ensure that there are sufficient school places in their area. The school capacity survey (SCAP) is a statutory data collection that all local authorities must complete every year. LAs must complete statutory collections by law unless they have a very good reason not to.
- ii. Local authorities must submit data about:
 - school capacity (the number of places and pupils in a school)
 - pupil forecasts (an estimation of how many pupils there will be in future)
 - capital spend (the money schools and local authorities spend on their buildings and facilities)
- iii. The survey collects information about:
 - primary and secondary schools maintained by their local authority
 - academies
 - free schools (including university technical colleges (UTCs) and studio schools)
 - city technology colleges
- iv. This year's survey will be submitted by Friday 27th July and will contribute to the Education and Skills Funding Agency Annual School Capacity report – usually released late spring the following year.
- v. Each local authority uses their local knowledge to generate pupil forecasts, which reflect the number of pupils they expect to provide a place for in each academic year. Local authorities provide forecasts 5 years ahead for primary pupils (from reception to year group 6) and 7 years ahead for secondary pupils (from year group 7 through to sixth form).
- vi. There is a degree of inherent uncertainty in forecasting three years ahead: pupil growth can materialise more quickly or more slowly than expected. School Places Scorecard identifies that for 2017 Rutland over-forecast by +3.4% for secondary places which sits within a range of -9.3% to +4.8% nationally and +2.4% for primary places which sits within a national range of -6.2% to +8.5%. This will be taken into account within 2018 SCAP forecasting.
- vii. Basic Need capital allocations are made to local authorities (LAs) to support the capital requirement for providing new pupil places by expanding existing maintained schools, free schools or academies, and by establishing new schools.
- viii. Basic need funding is allocated on the basis of a comparison of school capacity (not pupil admission numbers) against forecast mainstream pupil numbers from reception year to year 11, uplifted to provide a 2 per cent operating margin.
- ix. Basic need allocations are paid to local authorities (LAs) to support the capital requirement for providing new pupil places by expanding existing maintained schools, free schools or academies, and by establishing new schools. This is un-ring-fenced capital funding that is not time-bound, so that local authorities can make the best decisions for their local area.
- x. Between 2009/10 and 2016/ 17 393 new secondary and 197 new primary places were created, with an estimated 19.1% spare places in secondary schools for 2019/20 and 16.2% in primary.
- xi. Carl reported that a big housing development was proposed at Stamford North. However all the S106 funding would go to Stamford i.e. Lincolnshire schools – nothing would be allocated to Casterton College Rutland even though pupils from Stamford would be attending the college. Better cross border working between Local Authorities was needed.
- xii. It was agreed that SCAP returns would be a standing item on future agendas.

6 CONSIDERATION OF TERMS OF OFFICE - DECISION

A report was presented by Gill Curtis. During discussion the following points were noted:

- i. 9 out of the 12 members of the Schools' Forum will have their current period of office up for renewal in November 2018.
- ii. This would mean that the election process for these members would need to begin in early September.
- iii. There are 3 options available:
 - a. Follow current Constitution and undertake elections for all 9 vacancies in autumn term 2018 as per agreed process
 - b. Extend Terms of Office to four years with elections for 9 vacancies in summer term 2019 in preparation for autumn term 2019
 - c. Develop a rolling programme for current Terms of Office with potential for elections for 5 members autumn 2018 and 4 in summer 2019 with revised agreed Terms of Office set up from date of election
- iv. Gill and Carl confirmed that the number of representatives for each phase was proportionate to the ratio of pupils in each phase.
- v. Carl informed the group that personally he would not want to go with option a.
- vi. It was agreed the group would wait until September to see what staff changes have happened in schools but must then make a decision as to what option to go for.
- vii. It was agreed that Jane would contact the 9 members due for renewal to identify which ones wished to stand for re-membership to the Schools' Forum.

ACTION: Jane

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Kevin Quinn left the meeting at 5.09 p.m.

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7 ANY URGENT BUSINESS

Funding Crisis

Carl highlighted the current funding crisis regarding teachers' pay. What would schools do if the Government stated an unfunded 2 or 3% pay increase for teachers? This would lead to serious financial problems for schools and for some insolvency. If schools don't pay, it could lead to major industrial action within schools by teaching unions. This situation would put Headteachers in an impossible position – either break the school or break the education system. An announcement from the Government is expected imminently.

8 REVIEW OF FORWARD PLAN AND DATES OF NEXT MEETING

An updated copy of the School's Forum Forward Plan is attached.

The next meeting will be held on Thursday, 20th September 2018, at 4.00 pm at RCC, in the Council Chamber (TBC).

RCC/Schools' Forum website

SUMMARY OF ACTIONS

No.	Ref.	Action	Person
1.	4	DSG 2018/19 Budget Forecast It was agreed that specific budget numbers for each school would be sent as soon as possible.	Dawn Greaves / Andrew Merry
2.	6	Consideration Of Terms Of Office It was agreed that Jane would contact the 9 members due for renewal to identify which ones wished to stand for re-membership to the Schools' Forum.	Jane Narey

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The Chairman declared the meeting closed at 5.17 pm.

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Schools Forum Forward Plan

Schools Forum Meeting	Description	Type	Lead
Regular and Administrative Agenda Items	Apologies	N/A	Chair
	Minutes and actions from previous meeting	N/A	Chair
	Declarations of interest	N/A	Chair
	Petitions, deputations and questions	N/A	Chair
	DSG updates and monitoring: <ul style="list-style-type: none"> • School budgets • High needs • Early Years <ul style="list-style-type: none"> ○ 30hr Additional Funding Overview 	Information	S Della Rocca G Curtis
	DfE/ ESFA funding announcements	Information	S Della Rocca
	New Financial Obligations Placed Upon Schools and Early Years Settings	Information	D Greaves
	School Capacity (SCAP) Returns	Information	G Curtis
	Review of Forward Plan and dates of next meeting	Decision	Chair
21/09/17	Outcome of annual review of Schools Forum constitution and working practices	Decision	G Curtis
	LA contingency fund	Information	S Della Rocca
	Funding update – Schools Budget 2017-18 forecast; School Funding Formula review	Information	S Della Rocca
	Update – school improvement commissioned programmes	Information	G Curtis
18/01/18	Finance – 17/18 funding update	Information	S Della Rocca
	Finance – 18/19 School Funding Formula consultation outcome; LA Contingency Fund consultation outcomes	Decision	S Della Rocca
	Alternative use of High Needs Funding	Information	K Quinn
	EYFS Working Party – verbal update	Information	Chair of Work Party
15/03/18			
05/07/18	Annual review of Schools Forum membership	Decision	G Curtis
	SEND Capital Grant: update	Information	K Quinn
	Final outturn position for 2017/18 DSG	Information	D Greaves
	Maintained Schools: impact of academisation	Information	D Greaves & F Wilce
	Demographics Annual Report (inc. pupil place planning)	Information	G Curtis & J Adamson
	Careers Education	Information	R Shore
20/09/18	Annual review of Schools Forum constitution and working practices	Decision	G Curtis
	Funding update – Schools Budget 2018-19 forecast;	Information	S Della Rocca

	Updates on progress of Commissioned Programmes ('Inclusion Begins in the Classroom' and 'Sustained Sector Led Improvement Programme')	Information	G Curtis
	Budget for Next Financial Year		D Greaves