



# Rutland County Council

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

Minutes of the **MEETING of the SCHOOLS' FORUM** held in the Council Chamber, Catmose, Oakham, Rutland, LE15 6HP on Thursday, 13th February, 2020 at 4.00 pm

<b>PRESENT:</b>		<b>Representing</b>
1.	Mr C Smith (Chair)	Academies
2.	Mrs S Milner (Deputy Chair)	Academies
3.	Mr B Solly	Academies (Deputy)
4.	Mr B Gale	Trade Union
5.	Mrs F Wilce	Maintained Schools
6.	Mr G Thompson	Dioceses
7.	Mrs M Darlington	PVI
8.	Mr P French	Dioceses
9.	Mr R Gooding	Academies
10.	Mr R Shore	Post 16 provision
11.	Mr S Cox	SEN Headteacher

<b>IN ATTENDANCE:</b>		<b>Representing</b>
12.	Mr D Wilby	Portfolio Holder for Lifelong Learning, Early Years, Special Educational Needs & Disabilities, Inclusion
13.	Ms D Godfrey	Deputy Director – Children, RCC
14.	Ms B Caffrey	Head of Early Help, SEND and Inclusion
15.	Ms G Curtis	Head of Service, Learning and Skills, RCC
16.	Mr K Quinn	Service Manager, Early Intervention, SEND and Inclusion, RCC
17.	Mr A Merry	Finance Manager, RCC
18.	Miss J Narey (Clerk)	Business Support, RCC

<b>APOLOGIES:</b>		<b>Representing</b>
19.	Mrs A Chambers	Academies
20.	Mrs H Stockhill	Academies (Governors)
21.	Mrs J Gilboj	Academies (Governors)
22.	Mr S Williams	Academies
23.	Mr M Andrews	Strategic Director People (DCS, DASS), RCC

## 1 MINUTES AND ACTIONS FROM THE PREVIOUS MEETING

The minutes of the meeting of the Schools' Forum held on the 10<sup>th</sup> October 2019 were confirmed as a true and accurate record of the meeting.

### Action 1

*Andrew confirmed that the figures were based on December school pupil numbers and he would distribute the details to schools. He also agreed to send each school details regarding the impact on their individual funding for moving 0.5% from schools block to the High Needs Block in 2020/21 and to show what the effects would be if the percentage increased to 1%.*

Andrew confirmed that the action was ongoing as he wanted to send the schools current data using this year's figures.

**ACTION: Andrew Merry**

### Action 2

*Jane to contact Steve Cox for a nomination for a Special Schools Deputy and Sharon to raise at the Early Years Meeting for a nomination for a PVI Deputy*

Action completed

## **2 DECLARATIONS OF INTEREST**

No declarations of interest were made.

## **3 PETITIONS, DEPUTATIONS AND QUESTIONS**

None received

## **4 FUNDING UPDATE**

A report was received from Andrew Merry. During the discussion the following points were noted:

- i. The High Needs budget is showing a potential over spend of £549k. This was a £711k decrease in overspend.
- ii. The decrease is due to a series of unconnected items mainly:
  - a. Adjustment to allocation £42k
  - b. Cases transferred out of county - £80k
  - c. Reduction in spending on recovery plan measures of £80k.
- iii. Andrew confirmed that every LA in the East Midlands would be producing a recovery plan. It was agreed that Andrew would contact each LA for a breakdown regarding their spending of the High Needs Budget.

**ACTION: Andrew Merry**
- iv. It was agreed that Andrew would check to see what census figures the 2020/21 budgets were based on.

**ACTION: Andrew Merry**
- v. The significant change in the mobility criteria was queried. Andrew confirmed that the National Funding Formula was used to calculate the value but he would check to confirm.

**ACTION: Andrew Merry**

### **AGREED:**

- a. The Schools Forum noted the forecast position for 2019/20 Dedicated Schools Grant and the update on additional grant funding.

## **5 DSG RECOVERY PLAN**

A report was received from Kevin Quinn. During the discussion the following points were noted:

- i. The formal submission of a recovery plan to the DfE was no longer required, however the DfE expect local authorities to report on their plans to manage the deficit as and when required to do so. Demand for services in Rutland continues to increase and therefore it is intended we continue with our recovery plan in order to help manage the deficit.
- ii. Nurture Outreach Pilot – due to be launched in March 2020, the project will focus on providing specialist advice and support around nurture based support out to schools.
- iii. Specialist Teacher Support – undertaken several school visits and a number of children are currently being supported and the service has been very well received. Currently looking at options to increase capacity.
- iv. Education Inclusion Partnership – primary partnership to be launched in February with the first panel meeting scheduled for March 2020.
- v. Therapeutic Support – Theraplay trial to start soon and working with providers to develop a range of interventions and services to support children and schools
- vi. Gill reported that there was now an agreement between Local Authorities and the Ministry of Defence regarding the transferring of EHC plans in order to ensure continuity in assessments between MOD sites and LA's.

**AGREED:**

- a) The Schools' Forum noted the project progress to date.

## **6 FINANCE - 20/21 FUNDING UPDATE**

A report was received from Andrew Merry. During the discussion the following points were noted:

- i. Every year the LA retains 5% of the allocation in order for the LA to undertake its statutory duties. 5% of the funding for 2020-21 will equate to ££93k.
- ii. Early Years rates have stayed the same as last year.
- iii. Every school has been notified of its funding allocation.

**AGREED:**

- a) The Schools' Forum noted the DSG allocations and proposed rates for Early Providers
- b) The Schools' Forum formally approved the 5% centrally retained funding in relation to early years.

## **7 EYFS WORKING PARTY**

A report was received from Sharon Milner. During the discussion the following points were noted:

- i. Quality staff recruitment continues to be an issue.
- ii. Funding needs to be increased in order to recruit and retain good quality and suitably qualified staff.
- iii. The Schools' Forum expressed concern regarding Early Years funding and especially for those children from disadvantaged families. It is felt that government funding is restrictive and the Forum would welcome proposals or solutions to alleviate the problem.

## 8 SCHOOL CAPACITY (SCAP) AND PUPIL PLACE PLANNING

A verbal update was given by Dawn Godfrey and Gill Curtis. During the discussion the following points were noted:

- i. A Pupil Place Planning Board has been re-established. It is a Rutland County Council cross-service group which takes statutory responsibility for the strategic planning of school places and for promoting choice and diversity as stated in The Education and Inspection Act 2006.
- ii. The membership of the Pupil Place Planning Board will comprise:
  - RCC Deputy Director of Children's Services Dawn Godfrey
  - RCC Head of Learning and Skills Gill Curtis
  - RCC Business Intelligence Team Jonathan Weller
  - RCC Admissions Officer Julie Brown
  - RCC Senior Transport Manager Rebecca Johnson
  - RCC Head of Property Services Steve Sprason
  - Chair of Schools' Forum Carl Smith
- iii. Consultant advisors (as specifically required and by invitation) will provide advice and information as required which could include Rutland County Council Planning Team, Rutland County Council Finance Team, DfE Pupil Place Planning and Admissions Adviser, etc.
- iv. Key activities of the Board will include:
  - Monitoring the supply of school places in Rutland
  - Managing the production of accurate forecasts of demand for school places and special school places, using demographic information, housing data and cross-border movements of pupils and parental preference
  - Assessing the impact on the demand for school places of new housing developments, developing solutions and identifying the need for developer contributions
  - Production of an annual School Capacity Assessment report
  - Promoting diverse provision, ensuring increased choice through the production of accurate pupil forecast
- v. It is intended that the Board will complete an Annual Pupil Place Planning Strategy in the spring term which will collate information gathered through the Childcare Sufficiency Assessment, the School Capacity Assessment and analysis of post-16 Destination Data to ensure that school place planning is informed through a range of data.
- vi. Progress reports will be provided to Schools' Forum as a regular agenda item.
- vii. Feasibility study to be undertaken regarding sustained growth in secondary school sufficiency.
- viii. NPS Group to undertake a full assessment of all secondary schools including buildings, land, capacity, and communal areas, taking in to account any additional needs e.g. DSP.
- ix. Phase 1 should take approximately 1 month to undertake, followed by decision on how Phase 2 will proceed. Once agreed, Phase 2 would take another month to complete. The results of Phase 1 will determine the actions for Phase 2.
- x. A Community Infrastructure Levy is a planning charge that is paid to the LA in order to cover all the structural development needed in a new development

including education. Parish Council could receive 5% funding if they have a neighbourhood plan but there is no funding available that schools could resource. Andrew to give an update on funding at the next meeting.

**ACTION: Andrew Merry**  
**AGENDA**

- xi. Updates regarding the Feasibility Study to be provided at future meetings of the Schools' Forum

## 9 ANY URGENT BUSINESS

None

## 10 FORWARD PLAN FOR 2020

The forward plan for 2020 was noted.

## 11 MEETING DATES

- Thursday, 11<sup>th</sup> June 2020, 4.00 – 5.00 p.m., Council Chamber
- Thursday, 1<sup>st</sup> October 2020, 4.00 – 5.00 p.m., Council Chamber
- Thursday, 10<sup>th</sup> December 2020, 4.00 – 5.00 p.m., Council Chamber

## SUMMARY OF ACTIONS

No.	Ref.	Action	Person
1.	1	Andrew confirmed that the figures were based on December school pupil numbers and he would distribute the details to schools. He also agreed to send each school details regarding the impact on their individual funding for moving 0.5% from schools block to the High Needs Block in 2020/21 and to show what the effects would be if the percentage increased to 1%.	Andrew Merry
2.	4 iii	Andrew confirmed that every LA in the East Midlands would be producing a recovery plan. It was agreed that Andrew would contact each LA for a breakdown regarding their spending of the High Needs Budget.	Andrew Merry
3.	4 iv	It was agreed that Andrew would check to see what census figures the 2020/21 budgets were based on.	Andrew Merry
4.	4 v	The significant change in the mobility criteria was queried. Andrew confirmed that the National Funding Formula was used to calculate the value but he would check to confirm	Andrew Merry
5.	4 x	Andrew to give an update regarding funding for new developments at the next meeting.	Andrew Merry

---oOo---

**The Chairman declared the meeting closed at 5.00 pm.**

---oOo---

This page is intentionally left blank

## RUTLAND SCHOOLS FORUM: ATTENDANCE RECORD

<b>MEMBERS</b>		<b>24/01/19</b>	<b>11/04/19</b>	<b>13/06/19</b>	<b>10/10/19</b>	<b>13/02/20</b>	<b>11/06/20</b>	<b>01/10/20</b>	<b>10/12/20</b>
Mr C Smith (Chair)	Academies	yes	yes	yes	no	yes			
Mrs S Milner (Deputy Chair)	Academies	yes	no	yes	yes	yes			
Mrs A Chambers	Academies	no	yes	yes	yes	no*			
Mr S Cox	Special Schools	no	yes	yes	no	yes			
Mrs M Darlington	PVI	yes	no	yes	no	yes			
Mr P French	Dioceses				no*	yes			
Mr B Gale	Trade Unions	no*	yes	yes	yes	yes			
Mrs J Gilboy	Academies (Governors)				yes	no			
Mr R Gooding	Academies	no	no	yes	yes	yes			
Mr R Shore	Post 16 Provision	yes	no	no	yes	yes			
Mr G Thompson	Dioceses					yes			
Mrs F Wilce	Maintained Schools	no	yes	yes	yes	yes			
Mr S Williams	Academies	no	no	yes	yes	no			
<b>DEPUTIES</b>									
Mr A Menzies	Dioceses		NA	NA	yes	NA			
Mr B Solly	Academies	no	no	NA	no	yes			
Mrs C Johnston	Maintained Schools	yes	NA	NA	NA	NA			
Mr J Harrison	Post 16 Provision	yes	no	no	NA	NA			
Mrs H Stockhill	Academies (Governors)					no			
Mrs K Smith	Special Schools					NA			
Mrs L Milnes	PVI					NA			
Mrs D Chipman						NA			

This page is intentionally left blank