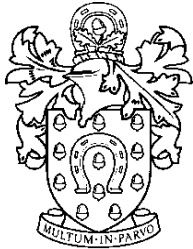


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# Rutland County Council

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Minutes of the **MEETING of the SCHOOLS' FORUM** held via Zoom on Thursday, 22nd June, 2023 at 4.00 pm

<b>PRESENT:</b>		<b>Representing</b>
1.	Ben Solly (CHAIR)	Academies
2.	Steve Cox (VICE CHAIR)	Special Schools
	Carl Smith	Academies
3.	Fiona Wilce	Maintained Schools
4.	Kathryn Pullan	Private, Voluntary & Independent (PVI) Early Years
5.	Oliver Teasel	Post 16 Provision
6.	Sharon Milner	Academies
7.	Stuart Williams	Academies

<b>DEPUTIES:</b>		<b>Representing</b>
8.	Jo Ward	Private, Voluntary & Independent (PVI) Early Years

<b>OFFICERS:</b>		<b>Title</b>
9.	Dawn Godfrey	Strategic Director of Children and Families (DCS), RCC
10.	Andrew Merry	Finance Manager, RCC
11.	Elizabeth Papworth	Service Manager, RCC
12.	Louise Crookenden-Johnson	SEND Capital Programme Manager, RCC
13.	Jane Narey (CLERK)	Scrutiny Officer

<b>APOLOGIES:</b>		
14.	Gary Morphus	Trade Unions
15.	Gill Curtis	Head of Learning and Skills, RCC
16.	Bernadette Caffrey	Head of Early Help, SEND and Inclusion, RCC

<b>ABSENT:</b>		
17.	Alison Chambers	Academies
18.	Peter French	Dioceses
19.	Councillor Raymond Payne	Portfolio Holder for Children's Services, Homelessness and Housing Policy

## 1 WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting. Apologies were received from Gary Morphus, Bernadette Caffrey and Gill Curtis but Lizzie Papworth attended as her representative.

## 2 MINUTES AND ACTIONS FROM THE PREVIOUS MEETING

The minutes from the meeting held on the 16<sup>th</sup> March 2023 were approved as an accurate record.

### **Actions from the Previous Meeting**

#### Action 1

*Further detailed feedback regarding the Delivering Better Value Programme would be provided at the next School's Forum meeting.*

Item on the agenda.

#### Action 2

*Kathryn Pullan and the other Early Years' managers to meet to collate the budget data for discussion at the next School's Forum meeting.*

Item on the agenda.

#### Item 3

*Details of the relevant school staff member to attend the Parent Carer Voice Collaborative Group meeting in June to be sent to the Clerk.*

The Clerk confirmed that she had received no details but would find out if the meeting had been held and who had attended.

**ACTION: Jane Narey**

#### Item 4

*Sharon Milner to arrange a meeting of the Rutland headteachers cohort for them to provide feedback regarding the multi-agency guidance.*

Sharon Milner confirmed that this action would be carried forward to the next meeting.

**ACTION: Sharon Milner**

## 3 FINANCE UPDATE

A written statement was received from Andrew Merry, Finance Manager. During the discussion, the following points were noted:

- The Dedicated Schools Grant had a deficit of £246k for the 2022-2023 financial year.
- This was entirely due to the deficit position in the High Needs Block but the end position was better than expected.
- Total deficit for the Dedicated Schools Grant for 2022-2023 was £1.3m
- Funding for the Early Years Block to be confirmed in July 2023.
- Information regarding the Additional Early Years Grant had been received by the Local Authority on the 22<sup>nd</sup> June 2023 and an update would be provided as soon as possible.
- It was noted that schools were unable to plan due to the lack of information received regarding the school staff pay negotiations.

#### 4 **LEARNING AND SKILLS: FEES AND CHARGES 2023-2024**

A report was received from Gill Curtis, Head of Learning and Skills and was presented by Elizabeth Papworth, Service Manager. During the discussion, the following points were noted:

- An increase in charges for the co-ordination of admissions for the academic year 2023-2024 was recommended in line with the Consumer Prices Index for the financial year.
- No changes were proposed for the charges in relation to the moderation and monitoring of Key Stage One and Two statutory assessments.

#### **RESOLVED**

That the Schools' Forum:

- a) Unanimously **APPROVED** the increase in charges for the co-ordination of admissions for the academic year 2023-2024.

#### 5 **SEND RECOVERY PLAN**

A report was received from Louise Crookenden-Johnson, SEND Capital Programme Manager. During the discussion, the following points were received:

- A presentation on the Delivering Better Value Programme was received from Louise Crookenden-Johnson – copy attached.
- Expressions of interests expected in autumn 2023 for the secondary alternative provision proposed site.
- It was hoped to use all the funding (£1m from the capital funding and £1m from the revenue funding) to move the project forward.
- A sustainability plan for post 2025 was being built into the Implementation Plan and input from schools into this work would be welcome.
- Louise informed the members that she would be leaving the Local Authority in September 2023 but that Helen Chester, the current Service Manager for SEND and Inclusion would be taking over her role.
- Louise was thanked for all of her excellent work and support over the past five years and she thanked everyone for having such a brilliant project which was ahead of many other Local Authorities.

#### 6 **EARLY YEARS WORKING GROUP**

An update was received from Mrs K Pullan, representative of the Private, Voluntary and Independent (PVI) Early Years. During the discussion, the following points were noted:

- Kathryn confirmed that this was her last Schools' Forum meeting as she would be retiring.
- A meeting of the Early Years' managers had been held to discuss budget data as requested by the Schools' Forum in March 2023 and this information was included in her report.
- The Early Years' sector was unable to plan ahead due to the lack of information received regarding future funding.

- The situation continued to be very difficult for all providers and that the funding for 2 year olds would have a massive impact if it came into effect in April 2024.

## 7 PUPIL PLACE PLANNING

A written update was received from Gill Curtis, Head of Learning and Skills and was presented by Elizabeth Papworth, Service Manager. During the discussion, the following points were noted:

- The figures stated within the report were as of the 1<sup>st</sup> June 2023.
- The first preference offers to Rutland residents for secondary schools had increased to 93.8% - good news!
- Catmose College and Uppingham Community College were oversubscribed, with children on the waiting list.
- Casterton College had places available.
- Out of county places remained stable with no big changes.
- The first preference offers to Rutland residents for primary schools had increased to 98.4% - good news!

## 8 CONSTITUTION AND RULES OF CONDUCT

- Notification was received from Gill Curtis, Head of Learning and Skills regarding the annual review of the Constitution and Rules of Conduct and this was communicated by Elizabeth Papworth, Service Manager.
- A copy of the revised constitution had been distributed for members to review.
- Since the last review in 2022, schools' population data (page 5) had been updated and 1 maintained school had converted to academy status.
- There were no comments or recommendations provided by members.

### A. ANNUAL REVIEW OF SCHOOLS' FORUM MEMBERSHIP

The current membership of the Rutland Schools' Forum was reviewed. During the discussion, the following points were noted:

- Oliver Teasel, Head of School at Harington School was the new representative for the Post 16 Provision.
- The Schools' Forum had vacancies amongst its membership namely representatives for Academies and Governors.
- There would also be vacancies for a Private, Voluntary & Independent (PVI) Early Years' representative and an Academies' representative as Kathryn Pullan and Sharon Milner would be leaving at the end of the academic year.
- Kathryn Pullan stated she would notify Jane Narey of her replacement as the Private, Voluntary & Independent (PVI) Early Years representative.

**ACTION: Kathryn Pullan**

- It was agreed that Jane would write to all schools requesting nominations but members were requested to be pro-active within their own sectors in encouraging representatives to come forward.

**ACTION: Jane Narey**

- The Chair thanked Sharon Milner for all her excellent work with and support of the Schools' Forum and wished her every success in the future.

**RESOLVED**

That the Schools' Forum:

- a) **AGREED** that the current membership arrangements were balanced and continued to reflect the education sector in Rutland.
- b) **AGREED** that no review of the Schools' Forum membership needed to be taken unless vacancies remained unfilled.

## 9 DELIVERING BETTER VALUE PROGRAMME

- Dawn Godfrey, Strategi Director of Children confirmed that the update regarding the Delivering Better Value Programme had been included in the presentation given earlier by Louise Crookenden-Johnson, SEND Capital Programme Manager.

## 10 WORK PLAN 2023-2024

The work plan was discussed and updated as follows:

- The Nurture Hub and Practice: Update planned for the meeting on the 5<sup>th</sup> October would be presented by Helen Chester.
- The Area SEND Inspection Report was expected to be published by the end of July. Details of the report plus any identified next steps would be discussed at the meeting on the 5<sup>th</sup> October.

## 11 ANY URGENT BUSINESS

- Ben Solly stated that Uppingham Community College served children from Leicestershire and West and North Northamptonshire as well as Rutland but that the school was finding it increasingly difficult to receive funding from Leicestershire County Council, West Northamptonshire Council and North Northamptonshire Council for EHCP out of county placements.

### RESOLVED

That the Schools' Forum:

- a) **AGREED** that the Chair, on behalf of the Rutland Schools' Forum, would write to each council's S151 Officer and copy in the Chair of the respective Schools' Forum.

## 12 NEXT MEETING DATE:

Thursday, 5<sup>th</sup> October 2023, 4.00 – 5.30 p.m. in the Council Chamber, RCC, Catmose, Oakham, Rutland LE15 6HP.

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**The Chair declared the meeting closed at 4.52 pm.**

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### SUMMARY OF ACTIONS

No.	Ref.	Action	Person
1	2	The Clerk to investigate if the meeting of the Parent Carer Voice Collaborative Group had been held in June and which members of school staff	Jane Narey

		had attended.	
<b>2</b>	2	Sharon Milner to arrange a meeting of the Rutland headteachers cohort for them to provide feedback regarding the multi-agency guidance.	<b>Sharon Milner</b>
<b>3</b>	8A	Kathryn Pullan to noitify the Clerk of her replacement as the Private, Voluntary & Independent (PVI) Early Years representative.	<b>Kathryn Pullan</b>
<b>4</b>	8A	The Clerk to write to all schools requesting nominations for representatives for Academies and Academies (governors).	<b>Jane Narey</b>

**DfE Delivering Better Value**

**SEND Recovery and Improvement**

**Capital priorities**

**Louise Crookenden Johnson - June 2023**

## — DfE Delivering Better Value in Special Educational Needs and Disabilities Grant Funding

- £1 million investment against key priorities, specific time scaled action plan
- Quarterly review through DSG management plan
- DfE needs to see demonstrated return on investment over 5 years
- ∞ • Building on the SEND Recovery Plan
  - Iterate to an Improvement Plan
  - Undertake refresh of Inclusion Strategy
  - Incorporate learning from Area SEND Inspection
  - DfE SEND and AP Improvement Plan direction of travel
- Adapt Governance and oversight for the next phase of delivery, including more engaged partner, children's and parental involvement in planning and delivery and review.



## — Findings and what we need to do

- Emerging themes from DBV analysis lead into Grant application content July/August 2023
- Programme Delivery phase July 2023-March 2025
- DfE clawback if not spent
- Projects must be 'new' or adding to existing ideas to make do them quantifiably additional

### Areas for focus

- Increase numbers of children who get emerging needs met and reduce likely progression to EHCP.
- Avoidance of specialist placements, use funds smarter locally
- Alongside this improve primary school space and buildings- capital projects Autumn-Winter 23/34, investment in inclusion practice.
- Create increased parental and school staff confidence in meeting needs locally.

## — Capital programme to increase mainstream inclusion capacity

**Proposal total** available £1million

**Mainstream Plus Primary up to 3 class groups across schools**

Develop and equip- Expression of Interest process Autumn 2023

**Primary nurturing environments likely 8 across county**

Develop, minor refurb through straightforward grant type process Autumn 2023

**Alternative Provision development- 1 Secondary site/ maybe Primary**

Develop and equip - EOI

# Minute Item 10

## Schools' Forum Work Plan: 2023/24 v2

Schools' Forum Meeting	Description	Type	Lead
<b>Standing Agenda Items for every meeting</b>	Welcome and Apologies		Chair
	Minutes and actions from previous meeting		Chair
	Finance Update	Information	A Merry
	SEND Improvement Plan	Information	H Chester
	Early Years Working Group	Information	PVI Representative
	Pupil Place Planning	Information	G Curtis
	Review of Work Plan and date of next meeting	Discussion	Chair
<b>22<sup>nd</sup> June 2023</b>	Annual Review of Schools Forum Membership	Decision	G Curtis
	Notification of the Annual Review of the Constitution and Rules of Conduct including the Nomination of Chair and Vice Chair	Information	G Curtis
	Nurture Hub and Practice: Update	Discussion	L Crookenden Johnson
	Delivering Better Value Programme	Information	D Godfrey
	Draft Work Plan for 2023/24	Discussion	ALL
	Learning and Skills: Fees and Charges 2023-24	Decision	G Curtis
<b>5<sup>th</sup> October 2023</b>	Schools Budget 2023-24 forecast and request for a 0.5% transfer between the School Block and the High Needs Block.	Decision	A Merry
	Annual Election of Chair & Vice-Chair	Decision	G Curtis
	Annual Review of the Constitution and Rules of Conduct: Final Version for approval	Decision	G Curtis
	Nurture Hub and Practice: Update	Discussion	H Chester
	Autism Education Trust		B Solly
	SEND Parent Collaboration Group: Update	Discussion	B Solly
<b>1<sup>st</sup> February 2024</b>	Annual Review of Schools Forum Membership	Decision	G Curtis
	Annual SCAP Return	Information	D Wylie
	SCAP Scenario Planning	Information	J Weller
	Area SEND Inspection Report: Next Steps	Discussion	D Godfrey
<b>9<sup>th</sup> May 2024</b>			

