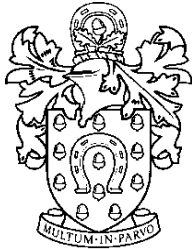


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## Rutland County Council

Catmose Oakham Rutland LE15 6HP

Telephone 01572 722577

Email: [democraticservices@rutland.gov.uk](mailto:democraticservices@rutland.gov.uk)

Minutes of the **MEETING of the SCHOOLS' FORUM** held via Zoom on Thursday, 1st February, 2024 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.	Craig Charteris	Academies
4.	Fiona Wilce	Maintained Schools
5.	Lucy Lewin	Private, Voluntary & Independent (PVI) Early Years
6.	Stuart Williams	Academies

<b>IN ATTENDANCE:</b>		<b>Representing</b>
7.	Councillor Tim Smith	Portfolio Holder for Children and Families, RCC
8.	Pat Bullen	Leicester, Leicestershire and Rutland (LLR) Change Programme Partnership - Strategic Lead, SEND & AP Improvement Plan

<b>OFFICERS:</b>		<b>Title</b>
	Dawn Godfrey	Strategic Director of Children and Families (DCS), RCC
	Kirsty Nutton	Strategic Director of Resources (S151 Officer), RCC
	Andrew Merry	Head of Finance, RCC
	Helga Spry-Shute	Early Help Co-ordinator, RCC
	David Wylie	Business Intelligence Technical Development Lead, RCC
	Jane Narey (CLERK)	Scrutiny Officer, RCC

<b>APOLOGIES:</b>		
	Gill Curtis	Head of SEND, Inclusion and Learning, RCC
	Kulwinder Bola	SEND Improvement Programme Manager, RCC

<b>ABSENT:</b>		
	Gary Morphus	Trade Unions
	Oliver Teasel	Post 16 Provision
	Peter French	Dioceses

## 1 WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting. Apologies were received from Gill Curtis, Head of SEND, Inclusion and Learning and Kulwinder Bola, SEND Improvement Programme Manager.

## 2 MINUTES AND ACTIONS FROM THE PREVIOUS MEETING

The minutes of the meeting held on the 30<sup>th</sup> November 2023 were approved as an accurate record.

### Action 1

*Andrew to send Jane wording regarding the Finance Working Group for an email to be sent to all schools on behalf of the Chair requesting volunteers to be members of the Finance Working Group.*

Action completed.

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Following a proposal by the Strategic Director of Children and Families and with the agreement of the Chair, Agenda Item 7 was taken as the first item.

Pat Bullen joined the meeting at 4.05 p.m.

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## 3 DFE SPECIAL EDUCATION NEEDS AND DISABILITY AND ALTERNATIVE PROVISION (SENDAP) CHANGE PROGRAMME

A detailed presentation was received from Dawn Godfrey, Strategic Director of Children and Families, RCC and Pat Bullen, Leicester, Leicestershire and Rutland (LLR) Change Programme Partnership - Strategic Lead, School Development Support Agency. During the discussion, the following points were noted:

- A national change programme - not just for Rutland.
- Rutland, along with Leicester City Council and Leicestershire County Council, was the lead authority for the £5.9m change programme for the East Midlands.
- Rutland, on behalf of LLR, would be leading on two main areas of testing:
  1. Establishing a new Change Programme Steering Group with stakeholders
  2. Effective multi-agency panels
- The Parent/Carer Forum from each of the three areas had given positive feedback regarding the new EHC template.
- The draft Local Area Inclusion Plan (LAIP) had been submitted on time but still required further work.
- The Partnership for Inclusion of Neurodiversity in Schools (PINS) was not part of the change programme but was aligned to it through NHS England and funded by the Department for Education (DfE).
- Involvement by schools would be on a voluntary basis and schools should have received a letter inviting them to take part.
- The national standards testing would be the first part of the change programme that schools would be involved in.
- The change programme was expected to run until August 2025 and regular updates would be provided to the Schools' Forum.

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Pat Bullen left the Schools' Forum at 4.25 p.m.  
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#### 4 FINANCE UPDATE

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

##### Dedicated Schools Grant

- Deficit of just over £1.0m was being projected for 2023/24. Equated to a £900k deficit in the High Needs Block and a £100k deficit in the Early Years Block.
- Demand for an Education Health and Care Plan (EHCP) continued to increase. 18 new EHCP's were approved in January 2024. Equated to 5% of the total EHCP requests received each year. 29 EHCP's were currently waiting to be assessed.
- Massive potential deficit of £15.8m projected for 2029/30.
- Need to work together to achieve the goals of the recovery plan.

##### Early Years Funding

- New Early Years Funding rate of £9.45 to be introduced for children under the age of 2 years.

##### Finance Sub-Group

- Rob Gooding was not a member of the Schools' Forum so Steve Cox volunteered to be a member of the Finance Sub-Group so that it had three representatives from the Schools' Forum.
  - The Head of Finance confirmed that he would update the membership table and arrange a meeting of the Finance Sub-Group.
- ACTION: Andrew Merry**
- Members agreed that an update from the Finance Sub-Group would be a standing item on future agendas.

#### **RESOLVED**

That the Schools' Forum:

- a) **NOTED** the financial update.
- b) **NOTED** the proposed rates for Early Years for 2024/25.
- c) **AGREED** the Membership of the Finance Sub-Group following the agreed amendments.
- d) **AGREED** that the Head of Finance would arrange a meeting of the Finance Sub-Group.

#### 5 SEND PROGRAMME UPDATE

A report was received from Kulwinder Bola, SEND Improvement Programme Manager. During the discussion, the following points were noted:

- The overarching aim of the programme was to reduce the deficit in the High Needs Block funding and keep it down.
- Some Local Authorities, where their deficits were a lot higher than Rutland's, had stepped out of the Delivering Better Value programme and were now using the [Safety Valve Programme](#).

- Rutland had a lot of good partnership working in place but early identification and early intervention were the key work aims that must be continued by all partners.
- The Strategic Director of Children and Families confirmed that a detailed report would be presented as a standing agenda item at future meetings.
- The Early Help Co-ordinator informed attendees that schools will be asked to help assist with a parental survey about their views of the inclusion and SEND services in Rutland.
- The Strategic Director of Children and Families stated she would contact the Head of SEND, Inclusion and Learning for an update to be included in the minutes regarding the expressions of interest (EOI) for investment for both Nurture Next and Alternative Provision – details attached.

## **RESOLVED**

That the Schools' Forum:

- a) **NOTED** the report.

## **6 EARLY YEARS WORKING GROUP**

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

- Concerns regarding expanded entitlements were ongoing but positive discussions had been held regarding funding rates.
- The minimum wage increase was due in April 2024 which has added extra pressure to the service.
- There were challenges around the detail in the expanded entitlement but communication with the DfE was ongoing to clarify the details.
- Issues regarding staff recruitment and the retainment of staff continued to challenge the whole service.

## **7 PUPIL PLACE PLANNING**

A report was received from Gill Curtis, Head of SEND, Inclusion and Learning, RCC. Following a proposal by the Strategic Director of Children and Families and with the agreement of the Chair, Agenda Item 6 – Pupil Place Planning and Agenda Item 8 – Annual SCAP Return were taken together.

## **8 ANNUAL SCAP RETURN**

A verbal briefing and a presentation were received from David Wylie, Business Intelligence Technical Development Lead, RCC.

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The Strategic Director of Children and Families left the meeting at 4.57 p.m.

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No questions were received but it was agreed that a copy of the presentation on the School Capacity Survey 2023 would be distributed with the minutes (copy attached).

**9 WORK PLAN 2023-2024**

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Ben Solly, Carl Smith and Helga Spry-Shute left the meeting at 5.01 p.m.  
The Vice-Chair, Steve Cox chaired the remainder of the meeting.

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- The work plan was reviewed and no amendments were made.
- Members were requested to send any proposals for agenda items to the Clerk via Democratic Services ([democraticservices@rutland.gov.uk](mailto:democraticservices@rutland.gov.uk)).

**10 ANY URGENT BUSINESS**

There was no urgent business.

**11 MEETING DATES**

Thursday, 9<sup>th</sup> May 2024 at 4.00 p.m.

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**The Chair declared the meeting closed at 5.03 pm.**

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**SUMMARY OF ACTIONS**

No.	Ref.	Action	Person
1	4	The Head of Finance to update the membership table following the agreed amendments and arrange a meeting of the Finance Sub-Group.	<b>Andrew Merry</b>

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### **SEND Capital Investment: Expressions of Interest**

There has been a delay in the delivery of the Capital Projects previously discussed because of the Local Authority's engagement in the Delivering Better Value Programme and the SEND AP Change Partnership Programme. We are wanting to ensure that the Capital Projects align to these programmes to provide the greatest impact for our children and young people, but we are expecting to be making further announcements later this spring term.

Gill Curtis  
Head of SEND, Inclusion and Learning  
Rutland County Council

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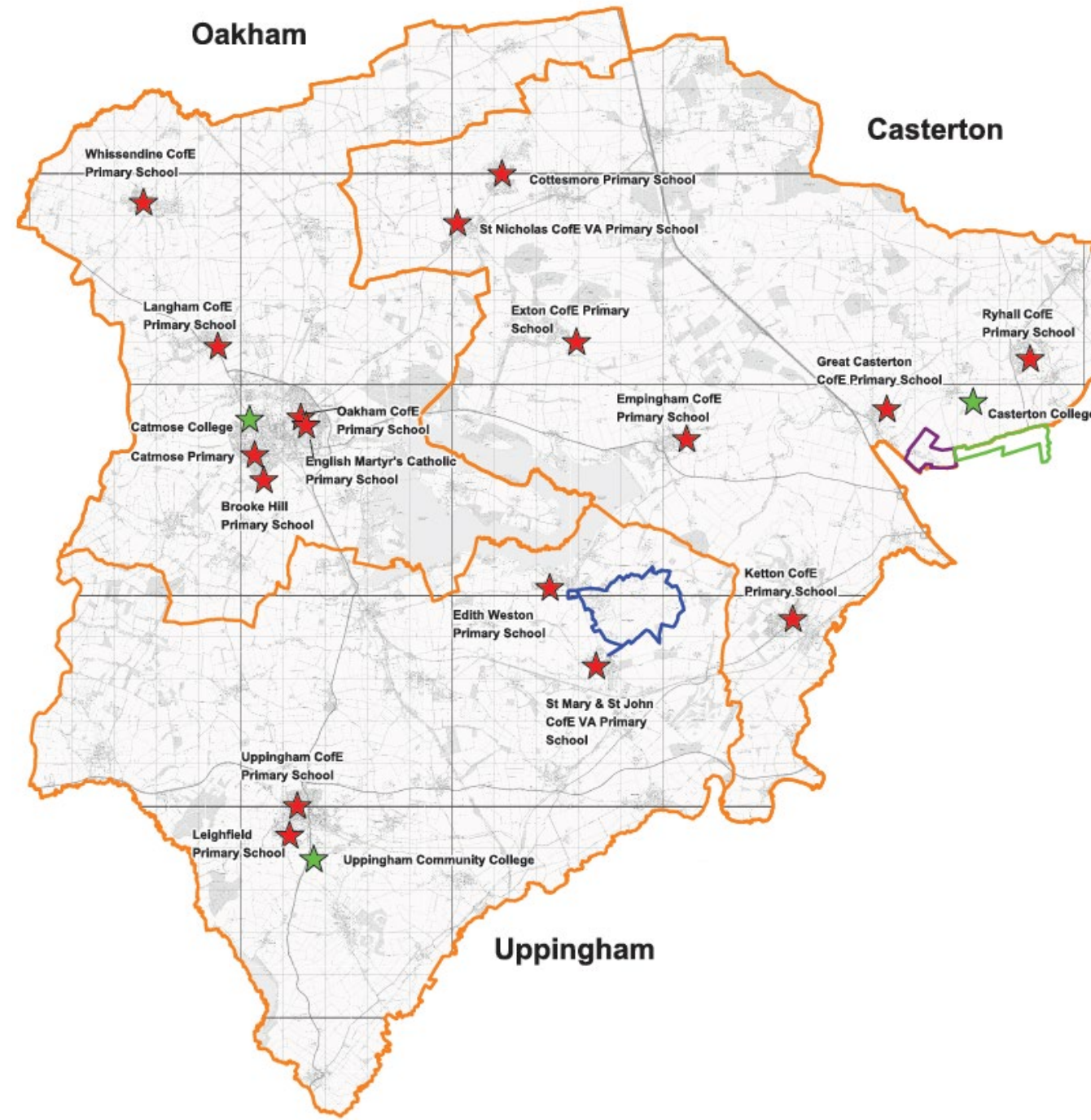
Rutland County Council  
**School Capacity Survey 2023**

## About school capacity survey and additional places survey (SCAP)

- The school capacity survey is an annual return submitted to the DfE by local authorities.
- Authorities are required to:
  - **Confirm the capacity in their planning areas as at 1<sup>st</sup> May**
  - **Provide a pupil forecast for the following 5 years (7 years for secondary)**
  - **Confirm plans to add/remove school places for the coming three academic years**
- Data is collected by planning area. A planning area is a group of schools pre-agreed by the local authority and the DfE.
- Changes in 2023
  - The collection now covers specialist provisions. LAs were asked to report the capacity of special schools and special educational needs (SEN) units and Resourced Provision (RP) within mainstream schools.
  - Local authorities were also asked to provide forecasts for the demand for specialist school places and other specialist provision.
  - The Planned Places return now asks for data at school level rather than planning area level.

## About the Rutland Survey

- Rutland has one primary planning area and one secondary planning area.
- Internally we divide the county into three clusters. Each containing one secondary school and several primary schools. This allows to make better use of local knowledge.
- Data used to create forecast includes
  - Live births from NHS
  - Numbers on roll from school census
  - Housing development schedule from planning team
  - Reported capacity from schools
  - Input from the MOD and neighboring local authorities
- Additional datasets used to complete the SEN provision forecasts.

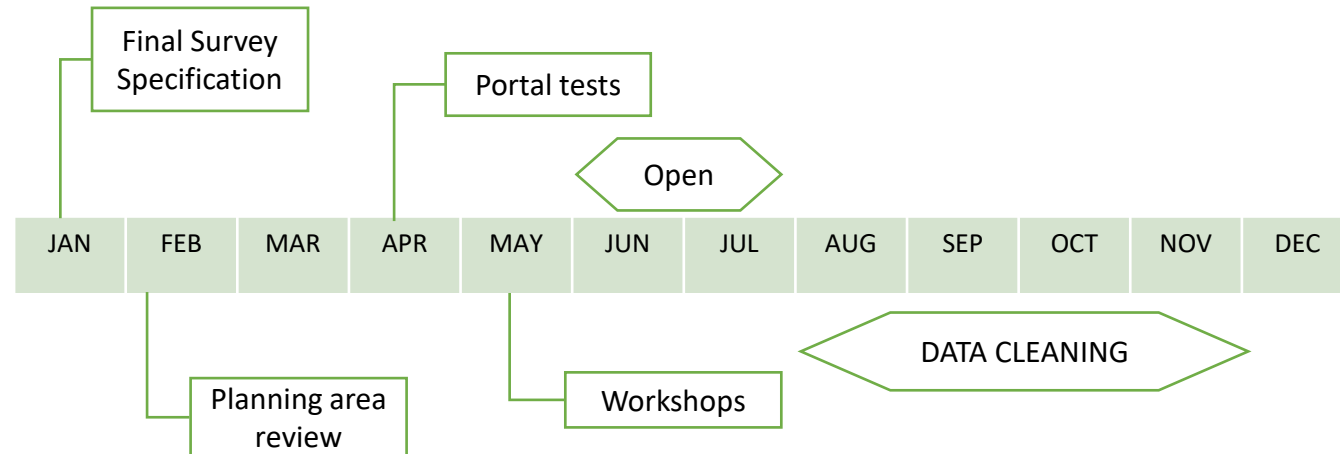


## Outcome of 2023 collection and timeline for 2024.

- Rutland County Council completed the 2023 survey within timescale.
- The pupil place planning data team completed the data cleaning exercise of Rutland's return in December 2023.
- We received no queries or data quality issues from the data team.
- RCC sign off in December 2023.

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## THE SCAP TIMELINE

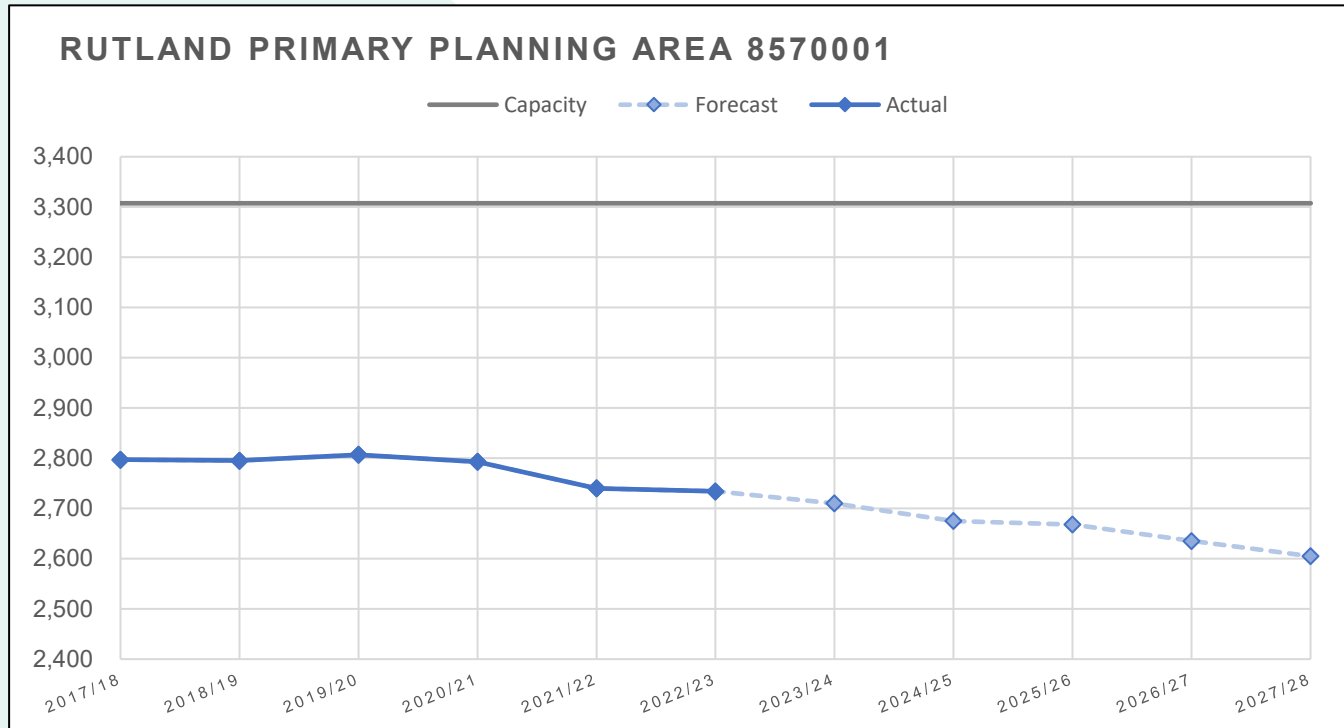


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# Primary School Forecast

## Rutland Primary Schools

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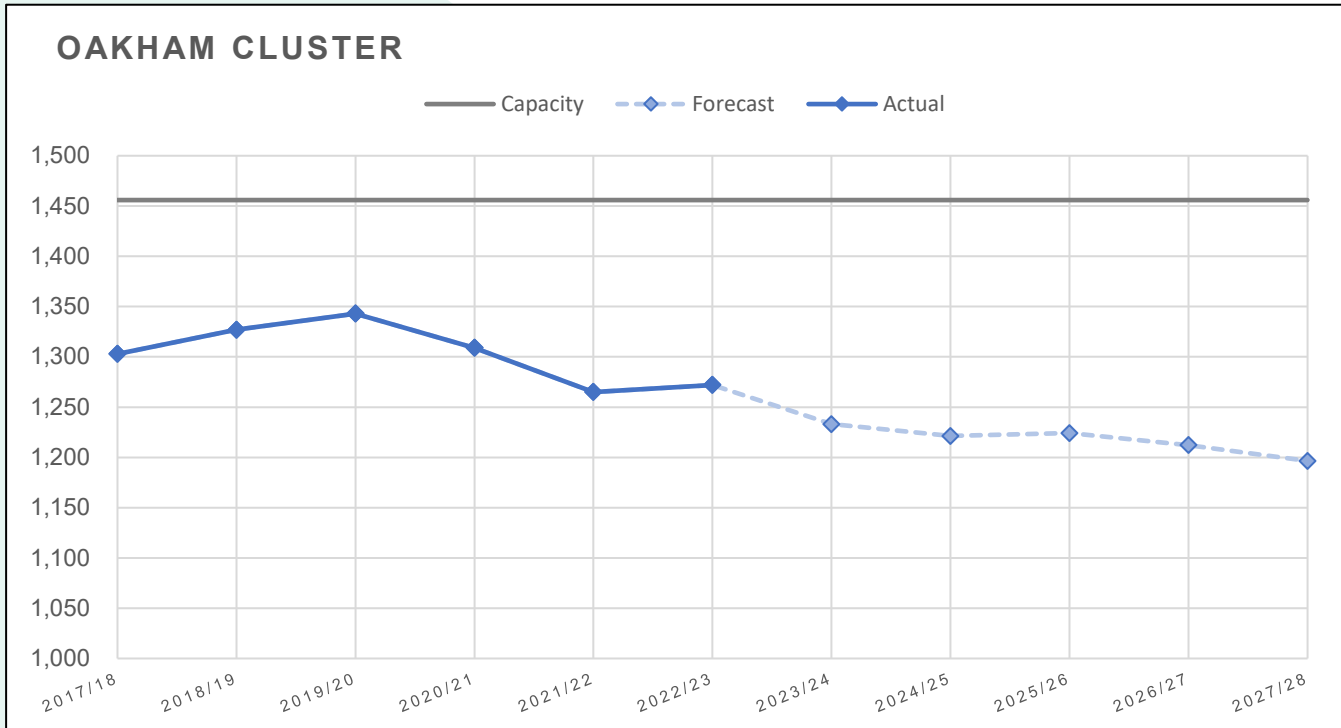
Year	Total	% Capacity
2023/24	2,710	81.9%
2024/25	2,675	80.9%
2025/26	2,668	80.7%
2026/27	2,635	79.7%
2027/28	2,605	78.8%

- Key Points
  - Capacity surplus to remain approx. 20%
  - Surplus disturbed evenly across all clusters.
  - Trend is similar to the DfE core forecast.
  - Number of pupils forecast to decline due to lower birthrates.

# Oakham Primary Cluster

## Oakham Cluster

- Oakham Primary
- Brook Hill Academy
- Langham Academy
- Whissendine Academy
- Catmose Primary
- English Martyrs Academy



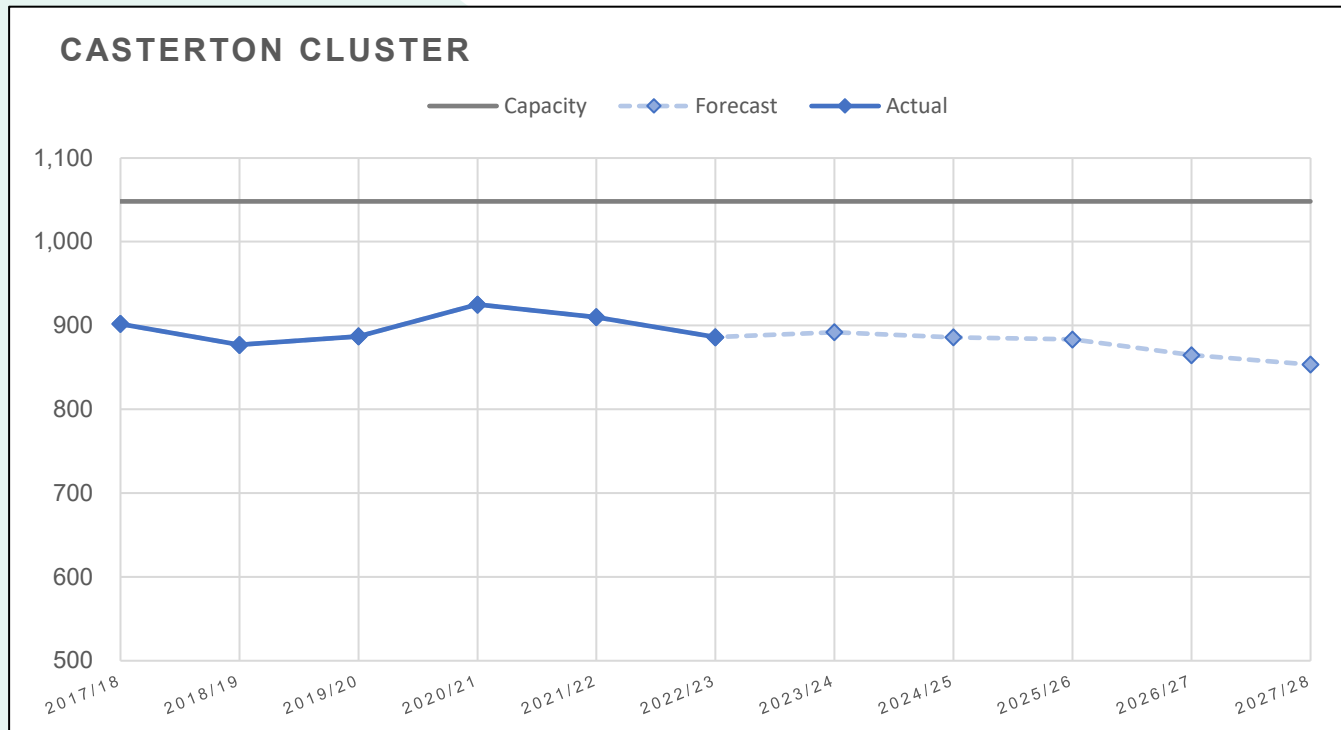
Year	Total	% Capacity
2023/24	1,233	84.4%
2024/25	1,221	83.9%
2025/26	1,224	84.1%
2026/27	1,212	83.3%
2027/28	1,197	82.2%

- Key Points
  - Capacity surplus to remain approx. 15-20%

## Casterton Primary Cluster

### Casterton Cluster

- Empingham Academy
- Ketton Academy
- Great Casterton Academy
- Exton & Greetham Academy
- St Nicholas Academy
- Cottesmore Academy
- Ryhall Academy



Year	Total	% Capacity
2023/24	892	84.1%
2024/25	886	84.5%
2025/26	883	84.3%
2026/27	865	82.5%
2027/28	853	81.4%

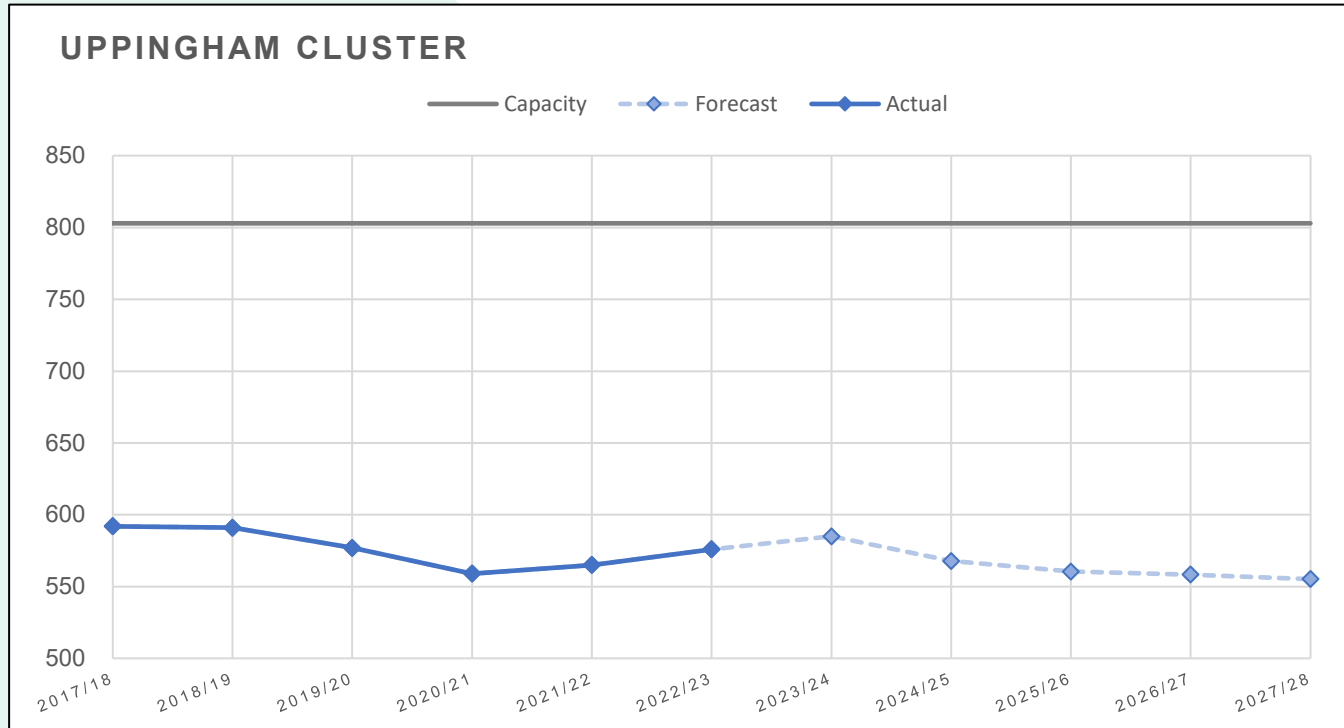
- Key Points
  - Capacity surplus to remain approx. 15%
  - Lincolnshire forecast a 10% surplus in Stamford primaries



## Uppingham Primary Cluster

### Uppingham Cluster

- Uppingham Academy
- St Mary and St John Primary
- Leighfield Academy
- Edith Weston Academy



Year	Total	% Capacity
2023/24	585	72.9%
2024/25	568	70.7%
2025/26	560	69.8%
2026/27	558	69.5%
2027/28	555	69.1%

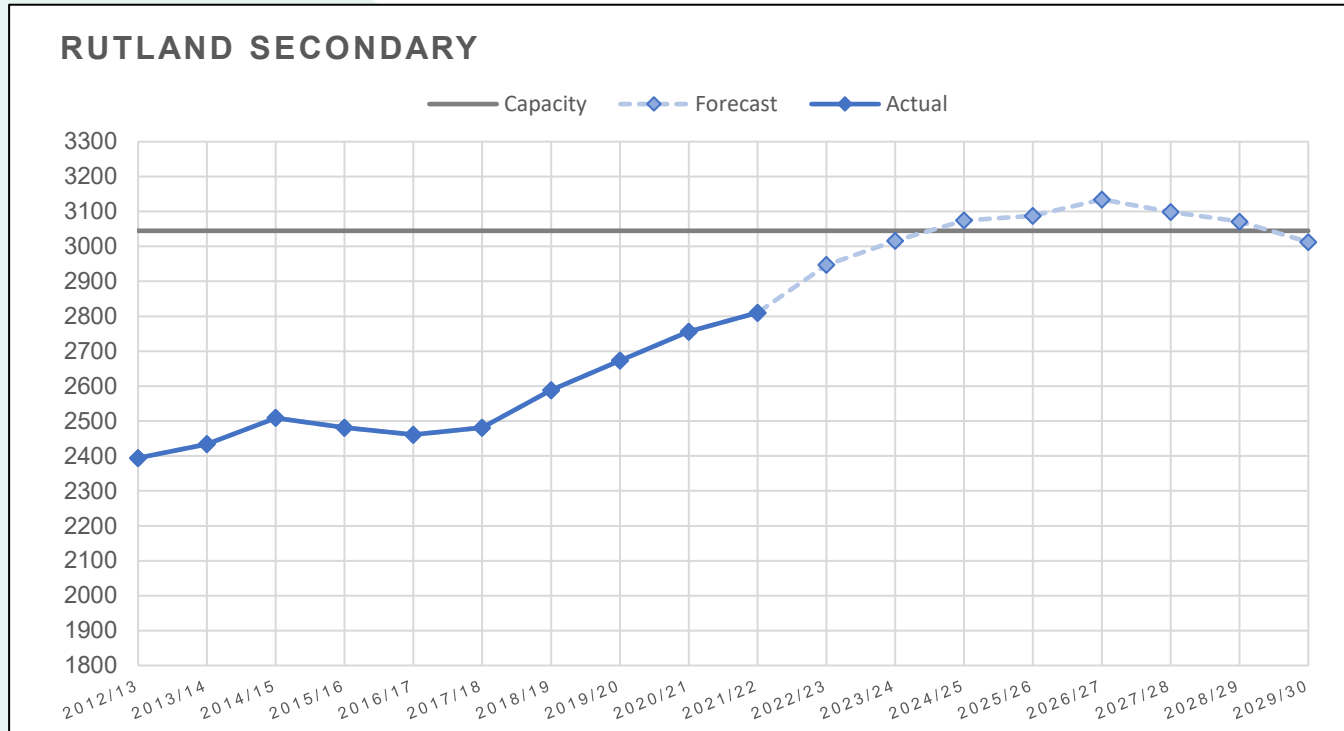
- Key Points
  - Capacity surplus to remain approx. 30%

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# Secondary School Forecast

## Rutland Secondary Schools

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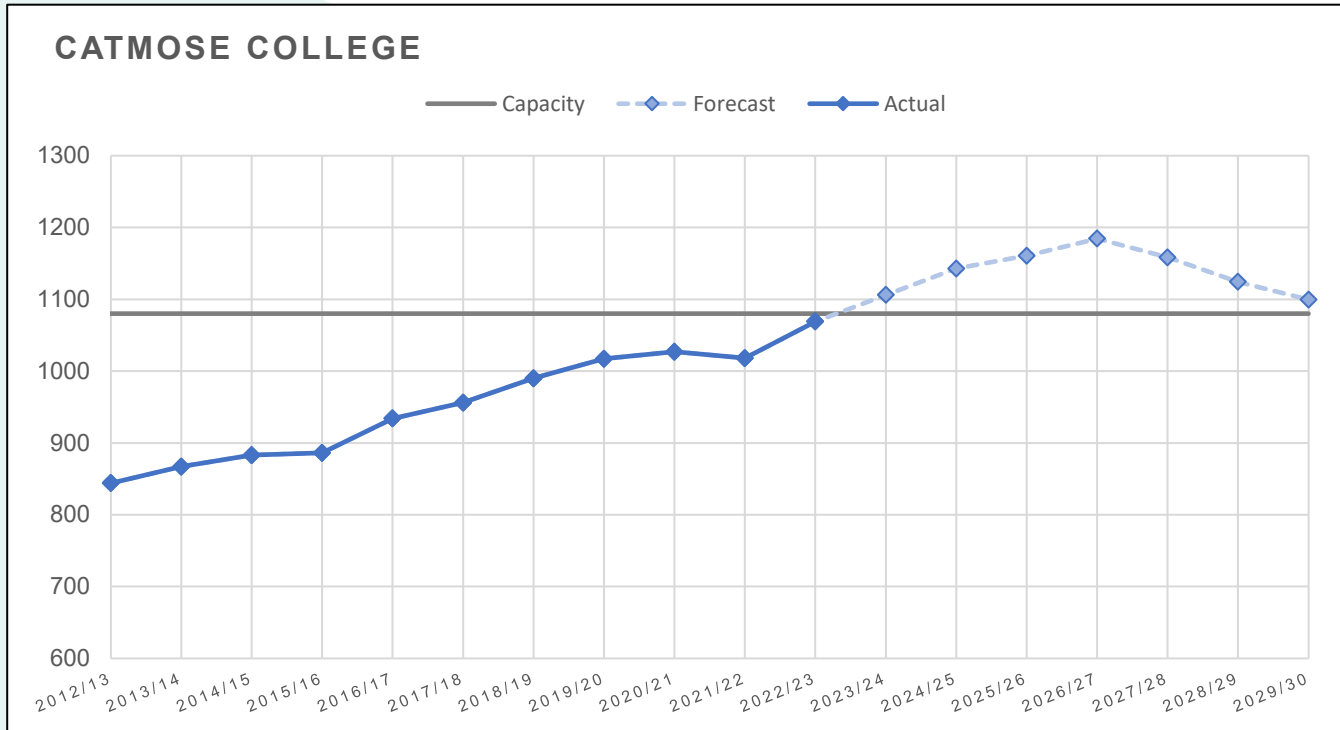


Year	Total	% Capacity
2023/24	3,016	99.0%
2024/25	3,074	101.0%
2025/26	3,088	101.4%
2026/27	3,134	102.9%
2027/28	3,099	101.8%
2028/29	3,070	100.8%
2029/30	3,012	98.9%

- Key Points
  - At capacity, potentially over by 1-3%
  - Trend similar to DfE core forecast

## Catmose College

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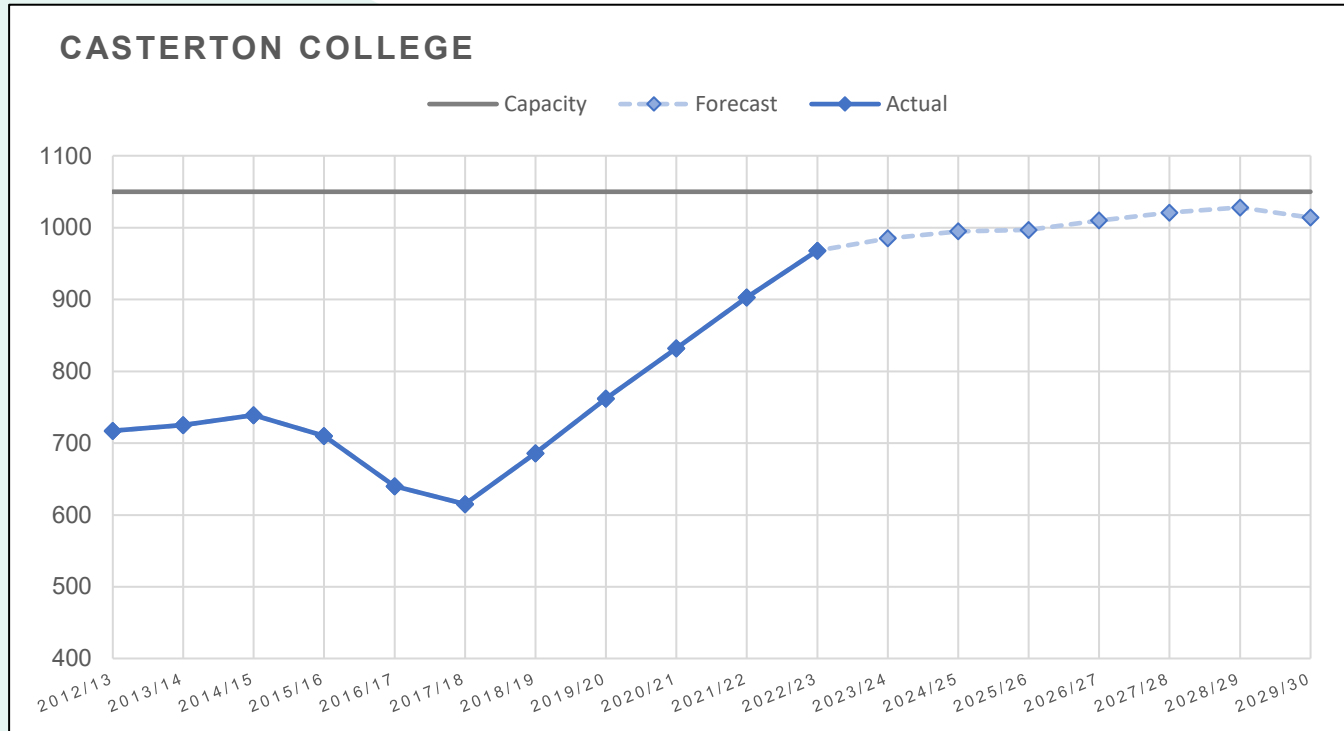


Year	Total	% Capacity
2023/24	1,106	102.4%
2024/25	1,143	105.8%
2025/26	1,161	107.5%
2026/27	1,184	109.7%
2027/28	1,158	107.3%
2028/29	1,124	104.1%
2029/30	1,100	101.8%

- Key Points
  - At capacity
  - Capacity figure will increase in SCAP 2024 due to expansion.

## Casterton College

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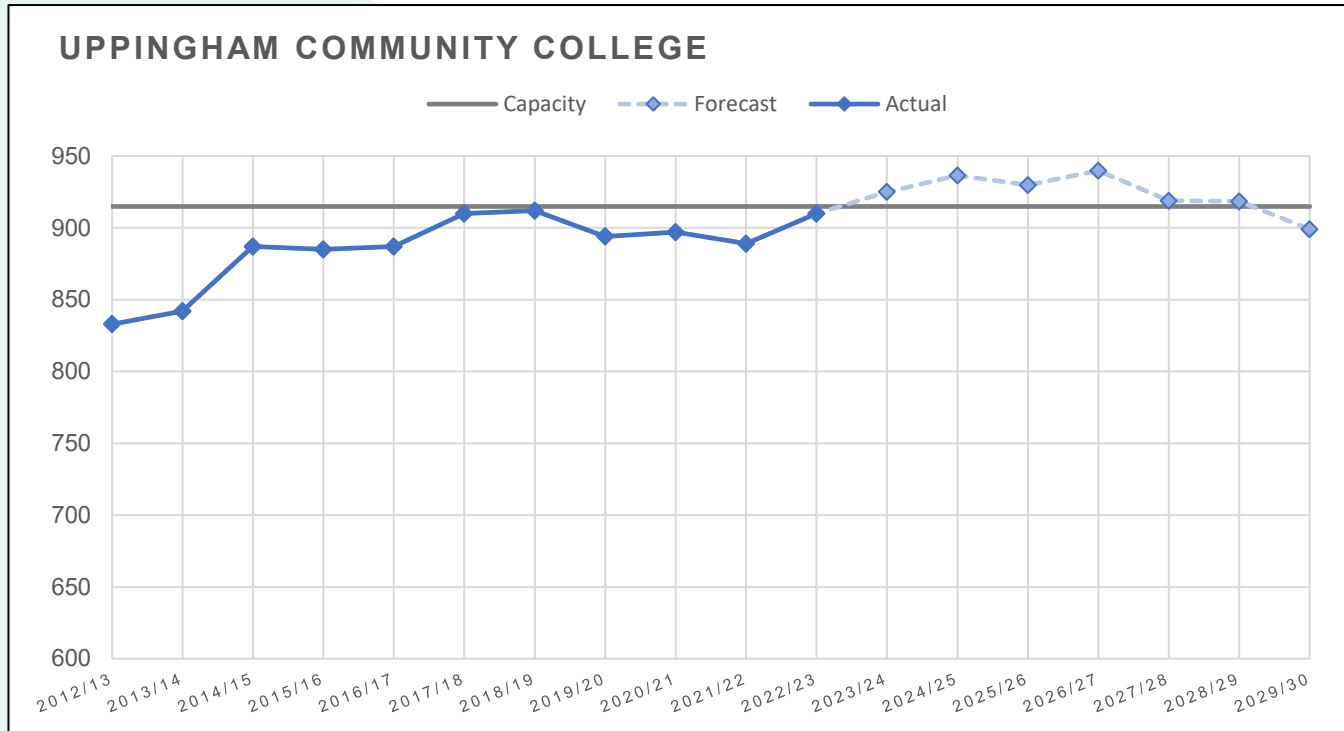


Year	Total	% Capacity
2023/24	985	93.8%
2024/25	995	94.8%
2025/26	997	95.0%
2026/27	1010	96.2%
2027/28	1,021	97.2%
2028/29	1,028	97.9%
2029/30	1,014	96.6%

• Key Points

- Close to full capacity
- High number of out-of-county children attending (approx. 60-65% of year 7 intake).
- Working closely with Lincs to understand their forecasts for Welland Academy.

## Uppingham Community College



Year	Total	% Capacity
2023/24	925	101.1%
2024/25	936	102.3%
2025/26	930	101.6%
2026/27	940	102.7%
2027/28	919	100.4%
2028/29	918	100.4%
2029/30	899	98.2%

- Key Points
  - Close to full capacity.
  - Consider impact of the Weldon Village Academy.

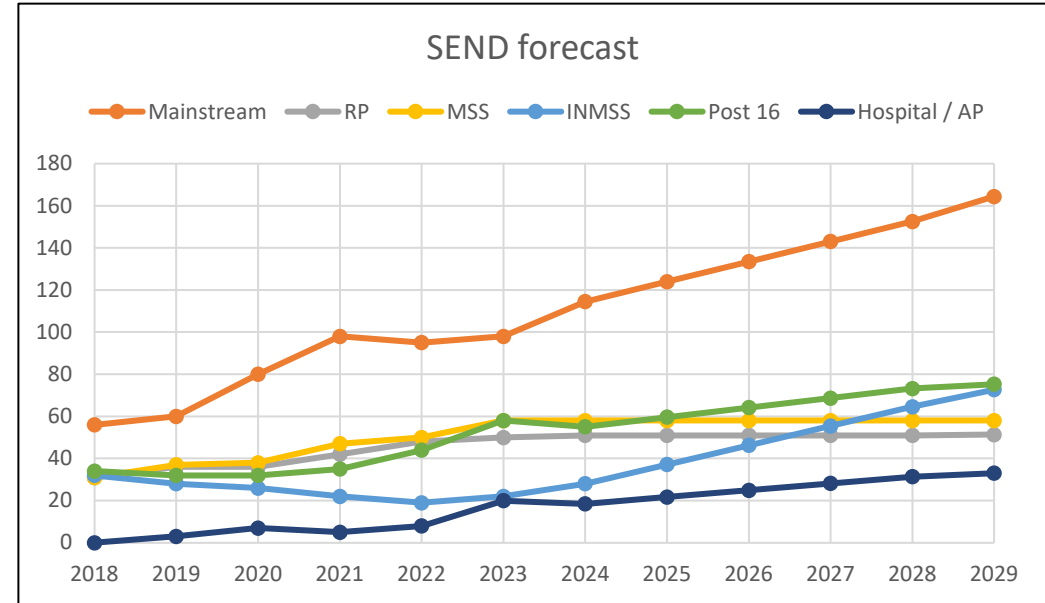
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# SEND Provision Forecast

## SEND Provision Forecast

- New in SCAP 2023.
- Final guidance changed significantly from initial release in November 2022.
  - DfE are not seeking to collect data on pupils requiring an alternative provision unless they have also have an education, health and care plan.
  - LAs no longer need to account for cross-border movements when producing their forecasts.
  - Forecasts for SEN units and Resourced provision were combined.
- We expect there will be further changes in SCAP 2024.
- Figures based on work carried out by the Delivering Better Value programme.
- Key Points
  - Number of children with an EHCP forecast to increase each year.
  - The forecast for some provisions capped at our local capacity. Additional pupils distributed among other provision types.
  - Review figures and methodology in 2024.

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Provision	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Mainstream	56	60	80	98	95	98	114	124	133	143	153	164
RP	31	36	36	42	48	50	51	51	51	51	51	51
MSS	31	37	38	47	50	58	58	58	58	58	58	58
INMSS	32	28	26	22	19	22	28	37	46	55	65	73
Post 16	34	32	32	35	44	58	55	60	64	69	73	75
Hospital / AP	0	3	7	5	8	20	18	22	25	28	31	33
Other	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>184</b>	<b>196</b>	<b>219</b>	<b>249</b>	<b>264</b>	<b>306</b>	<b>325</b>	<b>351</b>	<b>378</b>	<b>404</b>	<b>431</b>	<b>455</b>



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**Thank You For Your  
Attention**

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