



Rutland County Council

Catmose Oakham Rutland LE15 6HP

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Minutes of the **MEETING of the SCHOOLS' FORUM** held via Zoom on Thursday, 16th September, 2021 at 4.00 pm

PRESENT:		Representing
1.	Mr C Smith (Chair)	Academies
2.	Mr S Cox (Deputy Chair)	Special Schools
3.	Mrs A Chambers	Academies
4.	Mrs M Darlington	PVI
5.	Mr B Gale	Trade Unions
6.	Mr R Gooding	Academies
7.	Mrs S Milner	Academies
8.	Mrs F Wilce	Maintained Schools
9.	Mr S Williams	Academies

IN ATTENDANCE:		Representing
10.	Councillor D Wilby	Portfolio Holder for Education and Children's Services
11.	Councillor P Ainsley	Chair of Children and Young People Scrutiny Committee

OFFICERS:		TITLE:
12.	Dawn Godfrey	Strategic Director of Children and Families (DCS), RCC
13.	Gill Curtis	Head of Learning and Skills, RCC
14.	Bernadette Caffrey	Head of Early Help, SEND and Inclusion, RCC
15.	Andrew Merry	Finance Manager, RCC
16.	Louise Crookenden-Johnson	SEND Capital Programme Manager, RCC

ABSENT:		
17.	Mr G Thompson	Dioceses

1 WELCOME AND APOLOGIES RECEIVED

The Chair welcomed everyone to the meeting. There were no apologies received for the meeting.

2 MINUTES AND ACTIONS FROM THE PREVIOUS MEETING

The minutes of the meeting of the Schools' Forum held on the 17th June 2021 were confirmed as a true and accurate record of the meeting.

Action 1

Mr R Gooding and Mrs S Milner to determine what was needed from the Local Authority to aid future discussions regarding funding and arrange a meeting of the working group before the summer break or in early September.

Mr Gooding confirmed that the working group had met but that they were waiting for information from Andrew Merry. Andrew Merry apologised for the delay, which was due to the Finance Team being short-staffed but that the required information should hopefully be available by the end of September.

ACTION: Andrew Merry

Action 2

Andrew Merry stated but that he would double-check the regulations to confirm that:

- a) money from the central block funding could not be transferred to the high needs funding*
- b) money could be transferred from the early years funding to support the high needs funding.*

Mr Gooding reported that he had not received any information regarding S106 and CIL funding. Andrew Merry confirmed that he was currently verifying the information but would send the confirmed information as soon as possible.

Mr Gooding reported he had also sent a freedom of information request to Andrew Merry regarding CIL and S106 funding but had not received anything. Andrew Merry confirmed he would action this as soon as possible and would notify the Forum.

ACTION: Andrew Merry

The Chair requested that Andrew Merry completed the above actions and sent the requested information as a matter of urgency.

Andrew Merry confirmed that S106 has money allocated specific for the costs of education and that CIL does not.

3 REVIEW OF THE TERMS OF OFFICE AND CONSTITUTION

A report was received from Gill Curtis, Head of Learning and Skills regarding the Terms of Office for Schools' Forum members and a review of the Rutland School's Forum Constitution. During the discussion, the following points were noted:

- The new Chair was not voted for as it was unanimously agreed that the current Chair would continue in office until the next meeting as the Forum currently had vacancies and the aim was to recruit new members from which a Chair could be recruited from.
- It was proposed to amend the term of office for the different Forum members so that the recruitment process would be staggered rather than most of the Forum members come up for re-election all at the same time as was the current situation.
- The Chair proposed that Schools' Forum members from Academies or Schools should have a 4-year term of office, while Non-School members should have a 3-year term of office.
- Gill Curtis confirmed that an updated version of the constitution would be circulated with the minutes and published to the Council's website and that notification regarding the new elections would be sent presently.

RESOLVED:

That the Rutland Schools' Forum Constitution and Rules of Conduct be amended so that members representing Academies or Schools would have a 4-year term of office and Non-School members would have a 3-year term of office.

4 FUNDING UPDATE & FINAL OUTTURN POSITION FOR 2021/22 DSG

A report was received from Andrew Merry to update the Schools' Forum on the Schools' Funding position. During the discussion, the following points were noted:

- Main area of overspend for 2020/2021 was the High Needs Block due to the increased demand for the service.
- Funding for the Early Years' Service remained uncertain.
- Additional High Needs' Provisional Funding of £397K would be received.
- Overall, this would leave a surplus of £50k for the year 2022/2023, which could be used to help balance this year's deficit.
- Schools' Funding Block had been increased by £0.4m for 2022/23
- A draft funding statement for 2022/23 would be issued to all schools by the end of September 2021.

RESOLVED:

That the Schools' Forum noted the forecast position for the 2021/22 Dedicated Schools Grant

5 DSG RECOVERY PLAN

Two reports were received from Louise Crookenden-Johnson. A report about the Nurture Intervention Pilot and an update report on the DSG SEND Recovery Plan. During the discussion, the following points were noted:

- Rutland SEND Recovery Summit would be held on 2nd November 2021, 9.00 – 5.00. Venue to be confirmed.
- Louise Crookenden-Johnson thanked the Forum for their support in extending Caroline Crisi's hours as the Education Inclusion Partnership Development Officer
- The Speech, Language and Communication contract with Leicestershire Primary Trust was now actively engaged.
- Uppingham Community College had been confirmed as the preferred provider to work jointly on ensuring that children with EHCP's remained in secondary schools when they progressed through from the primary schools.
- The pilot aimed to support 6 students with nurture interventions. Louise Crookenden-Johnson confirmed that the total number of interventions undertaken had been 16. There were 9 through on-site interventions and 7 through outreach support from the Nurture hub staff.
- It was confirmed that the Nurture Pilot had proved successful in Rutland. It had ensured that many children stayed in mainstream education and had reduced the costs to the High Needs Budget.
- The aim was for nurture intervention to become standard practice within the next academic year.
- Mrs S Milner reported that Table 2 within the report was incorrect and should be as follows:

Table 2

The following schools have accessed Nurture Hub support for children since the pilot commenced:

On-site interventions at Edith Weston	Outreach into child's school
Oakham x 2 Langham Brooke Hill x 2 2 x in-county Service family moves 1 x OOC move Stamford School	St Nicholas Oakham x 2 Uppingham x 2 Whissendine English Martyrs

RESOLVED:

- a) The Schools' Forum noted the progress of the Special Educational Needs and Disabilities (SEND) Recovery Plan initiatives and projects designed to reduce the pressure on the Designated School Grant (DSG) High Needs Block
- b) That Schools' Forum noted the planning and progress to address the increased demand for secondary places for pupils with SEND.
- c) That Schools' Forum noted the Nurture Pilot, one of the key projects that formed part of the Special Educational Needs and Disabilities (SEND) Recovery Plan initiatives and initiatives designed to reduce the pressure on the Designated School Grant (DSG) High Needs Block
- d) That Schools' Forum agreed the proposed next steps towards sustainability for Nurture arrangements.

6 SEND FUNDING

Discussion requested by Mr R Gooding. During the discussion, the following points were noted:

- Mr Gooding stated that information was still to be sent by Andrew Merry, as stated under Action 1.
- It was proposed that a Task and Finish Group should be established to discuss the subject matter in greater detail.
- It was suggested that the Group should be led by Bernadette Caffrey with SENCO's from schools in attendance.
- Councillor Wilby informed attendees that any issues could be sent to him so that he could raise them with personnel higher up the political ladder.
- Andrew Merry confirmed that he would speak with Mr Gooding regarding the information required about the SEND funding and that he would allocate a member of the Finance Team to attend meetings of the Task and Finish Group.

ACTION: Andrew Merry

7 SCHOOL CAPACITY (SCAP) AND PUPIL PLACE PLANNING

A verbal update was received from Gill Curtis, Head of Learning and Skills. During the discussion, the following points were noted:

- SCAP report had been finalised and should be ready for publication in December 2021.

- A formal report would be given to the Forum by Jon Weller, Business Intelligence Manager at the March 2022 meeting.
- Mr Smith reported that all planning was in a 'fluid' state due to the rejection of the Council's Local Plan.

8 ANY URGENT BUSINESS

Mr Smith informed attendees that this was Mr Gale's last meeting of the Schools' Forum. Mr Gale confirmed that he would be retiring after many years of service. Mr Smith formally thanked Mr Gale for all his hard work and support and wished him a very happy retirement.

9 FORWARD PLAN FOR 2021/22

The Forward Plan for 2021/22 was discussed. No changes were made.

10 MEETING DATES

- Thursday, 9th December 2021, 4.00 – 5.00 p.m.
- Thursday, 3rd March 2022, 4.00 – 5.00 p.m.

PROPOSED AGENDA

- Election of Chair and Deputy Chair
- Schools Budget 2022-23 forecast and request for a 0.5% transfer between the School Block and the High Needs Block.
- School Teachers' Pay
- Update – School Improvement Commissioned Programmes
- SEND Needs Assessment

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The Chairman declared the meeting closed at 5.00 pm.

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SUMMARY OF ACTIONS

No.	Ref.	Action	Person
1.	2	Mr Gooding confirmed that the working group had met but that they were waiting for information from Andrew Merry. Andrew Merry apologised for the delay, which was due to the Finance Team being short-staffed but that the required information should hopefully be available by the end of September.	Andrew Merry
2.	2	Mr Gooding reported that he had not received any information regarding S106 and CIL funding. Andrew Merry confirmed that he was currently verifying the information but would send the confirmed information as soon as possible. Mr Gooding reported he had also sent a freedom	Andrew Merry

		of information request to Andrew Merry regarding CIL and S106 funding but had not received anything. Andrew Merry confirmed he would action this as soon as possible and would notify the Forum.	
3.	6	Andrew Merry confirmed that he would speak with Mr Gooding regarding the information required about the SEND funding and that he would allocate a member of the Finance Team to attend meetings of the Task and Finish Group.	Andrew Merry