



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, 3rd March, 2022 at 4.00 pm

PRESENT:		Representing
1.	Mr B Solly (CHAIR)	Academies
2.	Mr S Cox	Special Schools
3.	Mr J Harrison	Post 16 Provision
4.	Mrs S Milner	Academies
5.	Mrs K Pullan	Private, Voluntary & Independent (PVI) Early Years
6.	Mr C Smith	Academies
7.	Mrs F Wilce	Maintained Schools

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

OFFICERS:		TITLE:
10.	Dawn Godfrey	Strategic Director of Children and Families (DCS), RCC
11.	Gill Curtis	Head of Learning and Skills, RCC
12.	Bernadette Caffrey	Head of Early Help, SEND and Inclusion, RCC
13.	Louise Crookenden-Johnson	SEND Capital Programme Manager, RCC
14.	Jane Narey (CLERK)	Scrutiny Officer, RCC

APOLOGIES:		
15.	Mr P French	Dioceses
16.	Mr A Menzies	Dioceses
17.	Andrew Merry	Finance Manager, RCC

ABSENT:		
18.	Mrs A Chambers	Academies
19.	Mr G Morphus	Trade Unions
20.	Mr S Williams	Academies

1 WELCOME AND APOLOGIES RECEIVED

Ben Solly welcomed everyone to his first meeting as the new Chair including Kathryn Pullan, who was also attending her first meeting as the new PVI representative.

Apologies were received from Andrew Merry, Peter French and Andreas Menzies

Attendees were reminded that they were there as a representative of a sector and not for their own institution, that interactions should be kept professional, that members should be active in the meetings and that they should seek views from their relevant sectors on Schools' Forum issues.

If any member would like additional training regarding the skills and competency needed to be a Schools' Forum member, please notify Jane Narey, Scrutiny Officer (jnarey@rutland.gov.uk).

2 MINUTES AND ACTIONS FROM THE PREVIOUS MEETING

The minutes from the meeting held on the 9th December 2021 were approved as an accurate record.

ACTIONS

No.	Ref.	Action	Person	STATUS
1.	2	<i>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.</i>	Andrew Merry	ACTION C/FWD
2.	3	Jane Narey to contact the Primary sector members outside of the meeting for a nomination to balance the new Secondary sector Chair.	Jane Narey	ACTION COMPLETED
3.	4	It was agreed that the new rates following the inflationary increase from the 1 st April 2022 would be communicated to schools.	Andrew Merry and Dawn Godfrey	ACTION COMPLETED
4.	8	'Early Years Working Group: Update' to be added as a standing agenda item moving forward	Jane Narey	ACTION COMPLETED

3 ELECTION OF VICE CHAIR

- One nomination was received from Steve Cox.
- The nomination was received from Ben Solly and seconded by Fiona Wilce.
- Steve Cox was unanimously voted as the new Vice Chair.

RESOLVED

That the Schools' Forum:

- a) **APPROVED** the nomination of Steve Cox as the Vice Chair of the Schools' Forum.

4 FINANCE UPDATE

- A report was received from Andrew Merry, Finance Manager.
- The Finance Manager had sent his apologies to the meeting and no finance representative was available to attend the meeting.
- No questions or queries were received from attendees.

RESOLVED

That the Schools' Forum:

- a) **NOTED** the contents of the report

5 SEND RECOVERY PLAN

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

- There would be a deficit of £1million to be carried forward into 2022/2023.
- The SEND Recovery Plan was distributed to attendees to highlight progress to date.
- An updated Education Inclusion Partnership (EIP) plan was distributed to attendees which detailed issues that had arisen along with any identified solutions. New additions to the plan were highlighted in yellow.
- The Task Group has been trying to identify how best to use the SEND resources.
- An initial action plan had been created and would be presented to the SENCO's to further discuss as a whole county approach.
- There had been an uplift in the number of children at KS3 in secondary schools who were presenting with mental health issues, which was putting them at risk of exclusion. The numbers were unprecedented and schools were finding it more difficult to support them with the resources that they had.
- The mental health issues were being displayed as difficult behaviour. It was suggested that schools highlight these cases at an early stage for EIP action.
- The Schools' Forum agreed to utilise the SEND Recovery Plan resources primarily on helping schools' inclusionary practice at an early stage when issues arose, particularly in Primary Schools and Early Years settings as less resource was dedicated in the plan for Secondary Schools.
- This approach may need to be re-examined if the numbers at risk of exclusion were rising at Secondary, since finding alternative placements was at a much higher cost if children's needs escalated and they had to move education places in KS3 or 4.

6 EARLY YEARS WORKING GROUP: UPDATE

A verbal update was received from Kathryn Pullan, PVI Early Years representative. During the discussion, the following points were noted:

- The Early Years Working Party had met with Andrew Merry, Finance Manager to discuss funding.

- Most centres were making a loss due to the increases in running costs, wages etc.
- The sector was looking at ways of increasing funding from Central Government.
- Establishments could only afford to pay the minimal wage so it was difficult to recruit good, motivated staff, who saw the job as a future profession/career.
- It was suggested that Early Years' representatives could be involved in the career days held within secondary schools. Kathryn reported that she would be more than willing to give a career talk to pupils in any secondary schools. Contact Kathryn Pullan (Email beltonpreschool@btconnect.com)

7 SEND NEEDS ASSESSMENT

Report No. 47/2022 was received from Bernadette Caffrey, Head of Early Help, SEND and Inclusion. During the discussion, the following points were noted:

- The SEND Needs Assessment document was updated in January 2022 and was specific to Rutland.
- Full details of the SEND Local Offer can be found on the Council's website: <https://ris.rutland.gov.uk/kb5/rutland/directory/localoffer.page?newlocalofferchannel=0>
- The SEND Needs Assessment would link in with the Joint Strategic Needs Assessment (JSNA) and the Joint Health and Wellbeing Strategy (JHWS), both of which were currently being updated.
- The LLR SEND Commissioning Strategy Delivery Group were working together to produce a 5-year profile of need.
- The Delivery Group had been reviewing the results and outcomes of the first year to identify a new set of priorities for Year 2 with a focus on effectiveness of the Parentship system.
- The identified priorities would be included in the SEND Recovery Plan and moving forward would be reported on as part of that update.

8 ANNUAL REVIEW OF THE SCHOOLS' FORUM MEMBERSHIP

- The membership of the Schools' Forum would be reviewed at the next meeting.
- It was noted that there were a number of vacancies within the Schools' Forum, namely a representative for Academies (Governors) and deputy representatives for Trade Unions, Academies and Post 16 Provision.
- Any suggestions for representatives or changes to membership should be sent to Gill Curtis (gcurtis@rutland.gov.uk) or Jane Narey (governance@rutland.gov.uk).

9 ANNUAL SCAP RETURN

A presentation was received from David Wylie, Business Intelligence Officer regarding the School Capacity (SCAP) Survey for 2021 and the subsequent Annual SCAP Return. During the discussion, the following points were noted:

- A surplus in capacity of 15-17% was forecast across Rutland Primary Schools.
- A surplus in capacity of 9-11% was forecast for the Oakham cluster schools.
- A surplus in capacity of 11-15% was forecast for the Casterton cluster schools.
- A surplus in capacity of 30% was forecast for the Uppingham cluster schools.
- A surplus in capacity of 2-3% was forecast across Rutland Secondary Schools.
- A surplus in capacity of 1-4% was forecast for Catmose College.
- An above capacity was forecast for Casterton College.

- Uppingham Community College was forecast to be close to full capacity.
- Gill Curtis confirmed that conversations were ongoing regarding the PAN for Casterton College and Stamford schools.

10 DRAFT FORWARD PLAN FOR 2022/23

- If anybody had any item they would like adding to the Forward Plan for discussion at a future meeting, please notify Jane Narey, Scrutiny Officer (jnarey@rutland.gov.uk)

11 MEETING DATES

- The Scrutiny Officer stated that new meeting dates were currently being arranged and would be confirmed at the Annual Council Meeting on the 9th May 2022.
- It was confirmed that the day, time and frequency of meetings would stay the same and that the meetings would continue as virtual meetings.

12 ANY URGENT BUSINESS

There was no urgent business

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The Chairman declared the meeting closed at 5.02 pm.

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