

MINUTES OF MEETING



Meeting title: Nottinghamshire Early Years and Schools Forum
Date and time: 21st September, 2pm to 4pm
Location: Microsoft Teams – Virtual Meeting

Membership

'A' denotes absence

	Andrew Rossington	Maintained Primary Head Teacher
	Steve Border	Maintained Primary Head Teacher
	Helen Roberts	Maintained Primary Head Teacher – (Vice Chair)
	David Phillips	Maintained Secondary Head
A	Halina Angus	Academy Representative
	Anne Hall	Academy Representative
	Neil Holmes	Academy Representative
	James Macdonald	Academy Representative - (Chair)
	Neil Robinson	Academy Representative
	Daniel Moore	Academy Representative
	Matt Rooney	Maintained Special School Head Teacher
	Jamie Hutchinson	Academy Special School Head Teacher
A	Colin Barnard	Governor Maintained School Representative
A	Andy Palmer	Governor Maintained School Representative
	Laura Gapski	PVI - Early Years Group Member
	Karen Richards	PVI - Early Years Group Member
A	Nigel Frith	Church of England Diocese Representative
	Louise Knott	14-19 Partnership Representative
	Joe Jefferies	Trade Union Representative - NASUWT
A	Jo Myers	Trade Union Representative - UNISON

In attendance:

Cllr Tracey Taylor	Cabinet Member for Children and Families
Peter McConnochie	Service Director, Education, Learning and Skills
Lynda Poole	Group Manager, Education, Learning and Inclusion
Karen Hughman	Group Manager, Education Access, Standards and Safeguarding
Irene Kakoullis	Group Manager, Early Childhood Services
Mandy Stratford	Early Years Strategic Manager
Naomi Clark	Senior Finance Business Partner, Children and Families Finance
Sarju Sheta	Finance Business Partner, Children and Families Finance
Jason Gooch	Finance Business Partner, Children and Families Finance
Toni Gardner	Assistant Accountant, Children and Families Finance (Clerk)

1.	<p>Welcome</p> <p>James Macdonald welcomed members to the first Forum meeting of academic year 2023-24 .</p>	
	<p>Apologies</p> <p>Apologies were received from Halina Angus, Colin Barnard, Cllr Sinead Anderson, and Colin Pettigrew, Apologies accepted.</p>	
2.	<p>Minutes – 15 June 2023</p> <p>Action point for Karen Hughman and Matt Rooney a meeting & discussion had taken place outside of the Forum meeting as previously arranged, to discuss Stubbin Woods and the 24 pupils enrolled there.</p> <p>SEND inspection presentation has been sent out to all members as agreed.</p> <p>Page 4 of minutes, Trade Union, update, and e-mail was circulated last week, though not down as an action, Are there any other comments? Peter McConnochie - no further comments to make. It's something which was taken away for the local authority to review. Meetings have been held with individual parties and with the trade unions. Trade Union will come back as a discussion around the de-delegation conversation to be had for future year.</p> <p>Early Years allocation has been confirmed by the ESFA, Jason Gooch updated members via email confirming amount to be re-distribute.</p> <p>Careers in early years and the promotion of this, Mandy Stratford re-confirmed link would be sent and action on request only.</p> <p>Minutes approved as accurate.</p>	ACTION
3.	<p>3a Election of Chair and Vice Chair</p> <p>James Macdonald put himself forward as Chair, Karen Richards 2nd the proposal, no objections or votes against were received from rest of members.</p> <p>Request for Vice Chair was sort from members, Helen Roberts put herself forward, James Macdonald happy to propose, Anne Hall and Matt Ronney 2nd the proposal. No objections or votes against were received from rest of members.</p> <p>Chair – James Macdonald</p> <p>Vic Chair – Helen Roberts</p>	
	<p>3b Review of Forum Membership & Constitution 23-24</p> <p>Toni Gardner presented the paper.</p> <p>Members were advise there is no change to current membership split for academies and maintained schools.</p> <p>An update was given on the vacancies – There are seven vacancies we have received three nominations these have been put forward to the Trust board with an aim to get a decision so that if successful the three nominees can attend the next meeting in November.</p>	

Daniel Moore – there is still a vacancy for the Catholic Diocese, Toni Gardner to amend paper to reflect eight vacancies and re-upload a corrected version onto the Forum public website.

RECOMMENDATION/S

That the Forum:

1. Notes the content of the report. – report noted
2. Agrees to the retain the membership as set out in paragraph 5 of the report – Agreed by all members.

3c DSG Budget Monitoring

Sarju Sheta presented the paper, Jason Gooch covered the early years section.

Tables and appendix were explained in detail. High Needs overspend of £329,000 was discussed and explained, £680,000 overspend for Independent Specialist Provision with EHC Plan (ISP) is being offset by underspends within the High Needs Block, which were detailed in full.

Budget for ISP will continue to be monitored closely as budget pressure increases, we have the start of a new academic year and the backlog of EHCP being worked through.

Given the high cost of special school places and higher average costs of an alternative provider - forecasting is highly sensitive to changes for number of children and cost.

Jason Gooch – re-capped the spring budget announcement, early years entitlement is going to be extended to 9-month-olds over the next few years, the first change to entitlements won't take place until 1st of April 2024, what does impact this financial year is the additional supplementary grant from 1st of September 2023 which will be an increase to the three, four and two year olds hourly rate, with an increase to early pupil premium and DAF also.

The additional supplementary grant is going to be outside of the Dedicated Schools Grant (DSG).

The appendix has two tables, table one is the usual DSG early years budget monitoring, rates and forecasting approach hasn't changed. Table two details the additional supplementary grant, conditions of this grant states a 100% pass through, which was Nottinghamshire County Council intension.

Approach to pupil number trend remains the same and is based over the last five years. Jason Gooch has built a slight decrease into the forecast for the three-, four- and two-year-old numbers for the January 2024-25 census. Early prediction is that the Early Years DSG block is going to underspend by £240,000.

The additional supplementary grant takes affect from September 2023 and is only for two terms, early forecast is an overspend of £128,000 this mainly due to the two-year-olds which tends to be higher for the final two terms and greater than the January census count. Conditions of the grant states any overspend on the supplementary grant can be offset from underspends on the DSG early years block, which is what NCC will do should this happen.

In summary an underspend of £240,000 offset against an overspend of £128,000 leaves a net position of £112,000 underspend.

<p>A discussion was had regards the paper presented at this meeting compared to the report presented at the June 2023 meeting, report in June was the budget outturn for 2022-23, current paper is looking at 2023-24</p> <p>RECOMMENDATION/S</p> <p>That the Forum:</p> <ol style="list-style-type: none"> 1. Notes the content of the report. – report noted 	
<p>3d 2024-25 National Funding Formula – verbal update</p> <p>Naomi Clark advises that the Teacher Pay Additional Grant for 2023-24 which was announced back in July to support schools to meet the costs of the 2023-24 teachers pay award will be paid out in October 2023 to LA's which will be passported to maintained schools, academies will receive their allocation in November directly from the ESFA.</p> <p>National Funding Formula (Schools Block), basic factors, additional needs factors and the school lump sum will increase by 2.4% schools, school meals factor will increase by 1.6%. Minimum Per Pupil (MPP) levels, is £4,655 for primary and £6,050 for secondary schools. 2023-24 additional mainstream grant will be rolled into the 2024-25 main budget baseline, so no separate grant. Factor values as last year, LA's need to be 10% closer to the National Funding Formula (NFF) factors and any factors within 2.5% will be classed as mirroring the NFF, Nottinghamshire achieved this in 2023-24 it gives the LA scope to avoid introducing a gains cap.</p> <p>Split site will now be part of the NFF on a formula basis, affect of this is being looked at. Falling rolls funding is being introduced with different requirements and whether to introduce this will be down to LA's. Modelling for an unaffordable formula will be consulted on.</p> <p>National Funding Formula (High Needs Block) provisional allocation so this could change is £119.8M. This is a 5% increase on last year.</p> <p>NCC intend to run workshops for schools and academies to understand the consultation in hope for better engagement. For primary maintained this will be done at the Primary Trust Board 16th November and the Diocese Trust Board 29th November, a bespoke presentation will be organised in November for all academies, primary and secondary. Will advise members of this date at the next Forum meeting.</p>	<p>NC</p>
<p>3e Fraud Assurance – verbal update</p> <p>Naomi Clark gave a brief update and asked that schools be vigilant as there's been a couple of instances in our maintained schools, we have found an increase attempt of fraud post pandemic.</p> <p>In April a supplier had their e-mail address hacked, and invoices have been sent to schools demanding payments via email and via post. A reminder to check when you have new supplies follow guidance and be extra vigilant should a supplier have a change of bank details. Any we are aware of notifications will be sent out to advise</p>	

	schools, we ask you get in touch if your school is targeted so that details can be shared with other schools rising awareness making us all more resilient.														
4.	Any Other Business														
	There was no AOB's														
5.	Confidentiality														
	There were no confidential items.														
6.	Date and time of next meeting														
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