

Meeting title: Nottinghamshire Schools Forum
Date and time: 6 February 2014, 10am to 12noon
Location: Rufford Mill, Rufford Lane, Notts, NG22 9DG

Membership

'A' denotes absence

	Ms L Regan	Maintained Primary Head Teacher (Ashfield)
A	Ms S Bates	Maintained Primary Head Teacher (Broxtowe) - (Chair)
	Mr M Elliot	Maintained Primary Head Teacher (Bassetlaw)
	Mr J Wilson	Maintained Primary Head Teacher (Gedling)
	Mrs H Atkins	Maintained Primary Head Teacher (Mansfield)
	Ms H Richardson	Maintained Primary Head Teacher (Newark)
	Mr M Kennard	Maintained Primary Head Teacher (Rushcliffe)
	Mr P Blinston	Maintained Secondary Head Teacher
	Mr D Vasey	Academy Head Teacher
	Mr G Lloyd	Academy Head Teacher
A	Mr C Weaver	Academy Head Teacher (Kate Packham - substitute)
A	Mr J Tomasevic	Academy Head Teacher
A	Mr D Hooker	Academy Head Teacher
	Ms K McIntyre	Special school Head Teacher
	Mr R McCrossen	Special school Head Teacher
	Ms V Holland	Governor - maintained primary
A	Mr S Hunt	Governor - maintained primary
	Vacancy	Governor - maintained secondary
A	Mr M Quigley	Governor - academy
A	Mr R Lancaster	Pupil Referral Unit
	Ms K O'Connell	PVI - Early Years Consultation Group Chair
	Ms C Walton	PVI - Early Years Consultation Group Member
	Mr C Cuomo	Diocesan representative - Head teacher – (Vice Chair)
	Ms C Meese	Diocesan representative
A	Ms J Addison	14 - 19 Partnership
	Mr J Jeffries	Trades union representative - NASUWT
	Ms H Allister	Trades union representative – UNISON
	Ms A Hall	Observer - NASBM
	Mrs C Anderson	Observer – Operations Director, Christ the King Academy

In attendance:

Mr J Slater	Service Director, Education Standards & Inclusion, CFCS
Mrs K Adamson	Senior Finance Business Partner - CFCS
Mrs T Gardner	Assistant Accountant – CFCS
Mr M Sharpe	Local Area Officer
Mr C Savage	Acting group Manager SEND Policy & Provision
Mr C Harrison	Project Lead, SEBD Review & Pathfinder ONE Plan

		ACTION
1.	<p>Welcome and apologies for absence</p> <p>Carlo Cuomo welcomed members to the meeting, and introductions were made as this was Mark Elliot's first forum meeting.</p> <p>Phil Blinston informed the group that this would be his last meeting as he retires at Easter and we would need to elect a new member for the maintained secondary school sector.</p> <p>Apologies were received from John Tomasevic, Rob Lancaster, Mike Quigley, Anthony May, Simon Hunt, David Hooker and Sally Bates.</p>	
2.	<p>Minutes from meeting held 2 December 2013</p> <p>Helen Richardson requested a correction as she had been marked down as absent, but she was in attendance at the 2nd December meeting. The rest of the minutes of the meeting were agreed as an accurate record.</p>	
3.	<p>Primary Cost Recovery</p> <p>The order of the agenda was changed slightly and Chris Harrison presented the Primary Cost Recovery paper.</p> <ul style="list-style-type: none"> • 3 secondary schools have been charged for fixed period indicating success of mechanism. • This is a low scale mechanism but something is required if exclusions occur. • John Slater advised the members that this topic was discussed at the Primary Trust Board, 6 out of the 7 that attended backed this. • Louise Regan asked that the increase in managed moves needs to be acknowledged. Louise Regan asked Chris Harrison if any secondary schools had not paid the charge, Chris Harrison was not aware of any. • Chris Harrison clarified that there are quotes per secondary schools either as individual schools or as a cluster. • Hazel Allister expressed concern that schools / partnerships not wanting to pay the cost recovery charge, responsibility for these pupils would fall on TAs and PCAs. • Dick Vasey informed the group that for Ashfield the partnership arrangements have encouraged Ashfield secondary schools to work together. • Mark Kennard – asked if the cost recovery was time limited? Requesting that the level needs looking at, and possibly a maximum limit. • Louise Regan felt it should be a year on year charge to ensure schools do engage and take responsibility and work in collaboration. 	

Recommendation/s

- 1) Endorses the proposal to introduce a cost recovery mechanism with immediate effect for permanently excluded pupils as described in report.

<i>Votes for</i>	<i>Votes against</i>	<i>Abstentions</i>
12	-	-

- 2) Agrees to a charge of £10,000 per year on a pro rata basis, as appropriate, for primary schools.

<i>Votes for</i>	<i>Votes against</i>	<i>Abstentions</i>
9	3	-

4. Pupil Growth Fund (Basic Need) 2014/15 criteria

- Mike Sharpe presented the paper and explained this was not a bidding process but a direct allocation from the local authority as these schools are known.
- Louise Regan requested clarification that the top slice is from Primary for both maintained and academy schools, this was confirmed as correct.
- Dick Vasey asked if this was a one off payment, Mike Sharpe confirmed that it was.
- Mike Sharpe confirmed that staffing costs were not included in the Pupil Growth Fund (Basic Need) pot.

Recommendation/s

- 1) Approves the proposed criteria for the distribution of the Growth Fund (Basic Need) for the 2014-15 financial year.

<i>Votes for</i>	<i>Votes against</i>	<i>Abstentions</i>
13	-	-

5. Report on the Distribution of the Pupil Growth Fund for 2013-14

- Mike Sharpe presented the paper
- From the list of schools all but Abbey Gates, Abbey Road and Annesley were in the Basic Need programme.

Recommendation/s

- 1) Notes the content of the report and the allocations made from the growth fund.
- 2) Continues to monitor use of this fund throughout 2014-15, & considers the level of funding & criteria for future years, in light of any in-year allocations.

Forum members noted and agreed the above two recommendations.

6. Schools Budget 2014/15

- Katy Adamson presented the paper, and confirmed that the submitted January proforma had been approved by the EFA; however the Local Authority had a query and was currently looking into this

	<ul style="list-style-type: none"> • Queries were raised regards the centrally retained items by the PVI sector, Katy Adamson advised she would make some enquires and bring the item back to the forum with further clarification. • Chris Walton asked about transitional allowance for the PVI sector, Katy Adamson confirmed that there was a meeting planned in during half term to discuss this with colleagues from the PVI sector and Local Authority officers. Chris Walton requested that once resolved the outcome should have visibility at schools forum again • Comments were made that this item had previously been presented at the forum meeting, <p>Recommendation/s</p> <p>1) Notes the content of the report.</p> <p>Forum members noted the above recommendation.</p>	<p>KA</p> <p>KA</p>						
<p>7.</p>	<p>Changes to Special School Funding Formula</p> <ul style="list-style-type: none"> • Charles Savage presented the paper, explained the difficulty of the minimum funding guarantee and acknowledged that extra work was required before an agreement could be reached. • The forum was advised that there was a special heads meeting to be held on the following day 7th February 2014, where the special budgets would be discussed and the outcome of the agreed budgets would be taken back to the forum. • Dick Vasey requested clarification on the special budgets. • Ron McCrossen stated that a strong steer was required. <p>Recommendation/s</p> <p>1) Approves the recommended changes to the special schools funding formula, and the revised processes by which future funding decisions affecting special schools are made.</p> <table border="1" data-bbox="225 1305 1037 1379"> <thead> <tr> <th><i>Votes for</i></th> <th><i>Votes against</i></th> <th><i>Abstentions</i></th> </tr> </thead> <tbody> <tr> <td>12</td> <td>-</td> <td>1</td> </tr> </tbody> </table> <p>With a note that the outcome of the meeting to be held on the 7th February 2014 to be brought back to the forum.</p>	<i>Votes for</i>	<i>Votes against</i>	<i>Abstentions</i>	12	-	1	<p>CS</p>
<i>Votes for</i>	<i>Votes against</i>	<i>Abstentions</i>						
12	-	1						
<p>8.</p>	<p>Recoupment Options for SEN Funding</p> <ul style="list-style-type: none"> • Charles Savage presented the paper, and advised the forum that he had spoken to other authorities and was aware Local Authorities that no longer recouped were doing just as much work with regards to recoupment, and he recommended the Local Authority continues to recoup special needs funding on behalf of Nottinghamshire schools (option 2) • Martin Kennard thanked Charles Savage for listening; this was supported by Louise Regan. • Dick Vasey asked if the recoupment was for both maintained schools and academies. Charles Savage confirmed this was correct, however, 							

pointed out that we would not be in a position to stop schools / academies from recouping themselves if that is what they chose to do.

Recommendation/s

- 1) Approves the recommendation to adopt Option 2 with effect from April 2014. This will mean minimal change to existing arrangements and an efficient administration process, the cost of which is spread across all schools.

<i>Votes for</i>	<i>Votes against</i>	<i>Abstentions</i>
13	-	-

9.

Any Other Business

- Chris Walton left the meeting.

Trade Union Facilities Fund

- Joe Jefferies issued a copy of emails to forum members, between himself and Local Authority Officers and explained the request that the in-year underspend on amounts retained for Trade Union duties be made available in future years for that purpose (carried forward).
- Katy Adamson confirmed that this was possible under the DSG conditions & would be done. In the interests of transparency the position should be reported as part of the final accounts reporting.

KA

Universal School Meals

- Katy Adamson advised the Forum members that we had not received any further information regards the universal school meals, and that we may need to call an extra-ordinary meeting to ensure this is discussed, if required.

Venues for Future Meetings

- Rufford Mill – members felt the location was fine, though was difficult to hear everything at times, suggestion that a microphone could solve this issue.
- Members confirmed Rufford Mill as a location was a good option and to use when possible

10.

Confidentiality

It was confirmed that there was no confidentiality.

11.

Date and time of next meeting(s)

13 June 2014	10am The National Water Sports Centre (Ordinary)
15 September 2014	10am Rufford Mill (Ordinary)
1 December 2014	10 am Rufford Mill (Ordinary)
5 February 2015	10am Rufford Mill (Ordinary)