

MINUTES OF MEETING

Meeting title: Nottinghamshire Schools Forum
Date and time: 9 June 2016, 2pm to 4pm
Location: National Watersports Centre, NG12 2LU

Membership

'A' denotes absence

	Ms A Allcock	Maintained Primary Head Teacher (Bassetlaw)
	Mrs H Atkins	Maintained Primary Head Teacher (Mansfield)
	Ms H Richardson	Maintained Primary Head Teacher (Newark)
	Ms L Regan	Maintained Primary Head Teacher (Ashfield)
	Ms L Toom	Maintained Primary Head Teacher (Rushcliffe)
	Ms S Bates	Maintained Primary Head Teacher (Broxtowe) – (Vice Chair)
A	Mr R Hawley	Maintained Secondary Head Teacher
A	Mr C Weaver	Academy Representative (sub in attendance)
	Mr C Pickering	Academy Representative
	Mr D Vasey	Academy Representative
A	Ms D Trusler	Academy Representative
	Mr J McGeachie	Academy Representative
	Ms D Wigley	Special School Head Teacher
A	Mr C Humphreys	Academy Special School Head Teacher
	Mr T Colton	Governor - Maintained Secondary
	Ms V Holland	Governor - Maintained Primary
A	Ms C Walton	PVI - Early Years Group Member
	Ms K O'Connell	PVI - Early Years Group Member
	Mr C Cuomo	Diocesan Representative - (Chair)
	Ms C Meese	Diocesan Representative
	Ms H Allister	Trades Union Representative
	Mr J Jefferies	Trades Union Representative

In attendance:

Ms M Clay	Acting Service Director – Education Standards & Inclusion
Mrs S Summerscales	Acting Senior Finance Business Partner
Mr S Edwards	Service Director, Children's Social Care
Ms N Wrzesinski	Senior Practitioner, Departmental Support Services
Mr C Savage	Principal Educational Psychologist
Ms K Hughman	Fair Access – Lead Officer
Ms R Marriott	Senior Professional Practitioner, SEND Commissioning
Mrs T Gardner	Assistant Accountant, CFCS Finance

Susan Fielden School Finance Specialist – Observer

		ACTION
1.	<p>Welcome</p> <p>Carlo Cuomo welcomed all members to the meeting, introduced Susan Fielden and introductions were made by Forum Members.</p>	
2.	<p>Apologies for absence</p> <p>Apologies were received from Ryan Hawley, Craig Weaver (substitute in attendance Michael Davies), Donna Trusler, and Chris Walton.</p>	
3.	<p>Item 3a Minutes from Forum 23rd March 2016</p> <p><u>Item 4a – 2017 National Consultation</u> Forum members asked if they were able to receive the Schools Funding and High Level Needs consultation submitted by the Local Authority. Marion Clay confirmed both responses had been signed by elected members and was happy for them to be sent out via e-mail.</p> <p><u>Item 4b – 2017 Local Consultation</u> Sally Bates updated members on the arrangement to have an informal meeting on the 7th July at The Becket School, this would be an opportunity to discuss consultation proposals, and encouraged as many members to attend.</p> <p>It was requested that groups who could not be represented at the meeting should send factors for modelling to Toni Gardner before the meeting to avoid a scenario where there is not sufficient time to carry out modelling in advance of the consultation process.</p> <p><u>Item 4c - IDACI</u> IDACI – this requires a more in-depth conversation it was agreed this would be picked up at the next meeting.</p> <p>Members were advised that modelling showing only the deprivation factor would not give a complete picture as some schools that had seen a reduction in the deprivation factor had seen an increase in their Minimum Funding Guarantee (MFG) allocation.</p> <p>A further conversation was required about changes in 2016-17 budgets due to the data change which feeds the deprivation factor.</p> <p>Minutes were approved as accurate.</p>	SS/MC/ TG
4.	<p>Item 4e – Tackling Emerging Threats to Children</p> <p>Steve Edwards presented the paper and explained the current situation regards funding.</p> <p>For the Local Authority to use schools reserves the Education Funding Agency (EFA) recommends that this is initially distributed to schools and academies for them to buy back the service.</p> <p>The current proposal is to send a letter to all schools and academies advising them of their additional allocation from the DSG reserve. Individual schools and academies can then decide if they wish to be receive the funds, or re-pool their</p>	

	<p>allocation to access the support provided by the 'Tackling Emerging Threats to Children' programme.</p> <p>The disapplication request to allocate extra funds to schools in 2016/17 is awaiting approval from the Secretary of State.</p> <p>Sally Bates supports the proposal and reiterated the importance of the project. Sue Summerscales confirmed this would start from 2016-17 financial year if approved.</p> <p>Helen Atkins asked what would happen if not all schools and academies agreed to re-pool their allocation. It was agreed we would re-look at the situation once letters had been sent out.</p> <p>Recommendation</p> <p>1. The Schools Forum approve the proportionate allocation of the Non ISB Budget Reserve to all schools and academies in Nottinghamshire, with a view to requesting that this is re-pooled to fund the 'Tackling Threats to Children' project</p> <table border="1" data-bbox="164 779 1305 857"> <tr> <td>Votes for</td> <td>Votes against</td> <td>Abstentions</td> </tr> <tr> <td>14</td> <td>0</td> <td>0</td> </tr> </table>	Votes for	Votes against	Abstentions	14	0	0	SE
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	<p>Item 4a – Central Schools Block Funding 2016-17</p> <p>Paper was presented by Sue Summerscales.</p> <p>Chris Pickering asked if these amounts were absolutely necessary and why they were the same from one year to the next. Sue Summerscales confirmed that these budgets are governed by regulations and the Local Authority is unable to increase budget lines without agreement from the Schools Forum and Secretary of State.</p> <p>Chris Pickering asked if the Local Authority had tried to make savings. Marion Clay confirmed that budgets are constantly reviewed and there are cost pressures in certain areas. Sue Summerscales also mentioned that some of the budgets were just a contribution to a much higher level of spend.</p> <p>Recommendation</p> <p>1. Approve the Authority's application to centrally retain funding within the DSG for the services set out at Appendix A.</p> <table border="1" data-bbox="164 1568 1305 1646"> <tr> <td>Votes for</td> <td>Votes against</td> <td>Abstentions</td> </tr> <tr> <td>14</td> <td>0</td> <td>0</td> </tr> </table>	Votes for	Votes against	Abstentions	14	0	0	
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	<p>Item 4b – Schools Budget Final Accounts 2015-16</p> <p>Sue Summerscales presented the paper and explained Appendix A in detail, clarifying this was for schools and academies.</p> <p>Forum members were advised that within the phase 1 of the National Funding Formula Consultation it mentioned that Local Authorities will be able to use the Non ISB reserve in 2017-18 & 2018-19 but there was no indication what would happen from 2019-2020.</p>							

	<p>Dick Vasey asked if there was a chance we could lose the reserve, and if that was the case, should the money be given out to schools to be spent on the pupils in schools now? Sue Summerscales suggested this could be looked at as part of the consultation on the local funding formula 2017-18.</p> <p>Recommendation 1. Note the contents of this report</p> <p>Report was noted</p>	
	<p>Item 4c – Analysis of High Needs Block</p> <p>Marion Clay presented a presentation on the use of the 2016/17 High Needs Block to the Forum Members.</p> <p>Helen Atkins asked what the £63k was being used for within the ‘Management of Actual or Potential Aggression’ (MAPA) as it’s a sold service. Charles Savage explained that it does not cover the delivery of the service and not all services provided are charged for and that one aspect of the service does make a minimal profit. Charles Savage will find out what income is generated from MAPA training.</p> <p>Marion Clay reiterated that the High Needs Block is contained and not used to offset Local Authority cost pressures.</p> <p>Extra work was requested on the Devolved Partnership Funding. It was agreed that this would be discussed at the next meeting.</p> <p>Dick Vasey commented on the need to review the effectiveness of ‘Schools Behaviour and Attendance Partnership’ (SBAP)</p> <p>Michael Davies asked why the transport budget was low compared with an increasing spend. Sue Summerscales explained that the Local Authority is unable to increase the budget line therefore any overspend sits within the Local Authority budget.</p> <p>Adrienne Allcock queried that Health receives the Education element of pupil funding and asked if ‘Education’ were receiving anything from Health. Charles Savage agreed with the point raised and confirmed that discussions are currently taking place. Dawn Wigley confirmed discussions were taking place but there was various difficulties unpicking the situation.</p> <p>Dawn Wigley asked about the difference in funding between mainstream high level needs & special school funding and if the descriptors / level of need and funding could be more aligned between the two sectors? Dawn Wigley also asked if funding follows pupils who move into Special schools as Special School budgets are based on pupil numbers on the moderation date.</p> <p>Charles Savage confirmed they had tried to move towards equivalent funding between the maintained sector and special schools. The movement of funding in principle was not a problem but it would also have to work in reverse where a pupil moved from a special school to the mainstream school sector. Discussions have already taken place around top slicing the special budget to help with any in year admissions but that would mean less to distribute up front.</p>	<p>CS</p> <p>MC</p>

Item 4d – Cost Recovery Mechanism (CRM)

Ruth Marriott gave an explanation on how the money is devolved and the mechanics of the Cost Recovery Mechanism (CRM).

Marion Clay made the point that without claiming full cost recovery all schools/academies are paying for a particular district that is excluding numbers over their quota.

Louise Regan understands the situation but is very concerned with small schools who have to exclude pupils in extreme circumstances as the financial penalty of full cost recovery would decimate their budget. Adrienne Allcock agreed and proposed a scaling system. It was agreed that in principle further work needs to be commissioned.

James McGeachie – this seems a secondary sector problem and schools that are over excluding should be paying money back.

Dick Vasey was in agreement with James McGeachie in that permanently excluding pupil is actioned as a last resort. Dick Vasey also explained that there is a cost to providing support to children at the risk of exclusion, but while other schools are over excluding there is a further cost on schools.

Louise Regan was in agreement that something needs to be in place for schools that are over excluding. Helen Atkins expressed a concern that not all schools are in a partnership and there are wider problems than just financial ones. Initially there was five collective responsibilities, three of which no longer exist. The wider picture needs addressing.

Louise Regan confirmed the partnership in Ashfield was working, but full cost recovery could see a school penalised for trying to help another to avoid exclusions. It was agreed that the Local Authority would need to look at individual cases.

School forum members elected to take a vote on implementing a full cost recovery mechanism for the Secondary sector.

Votes for	Votes against	Abstentions
14	0	0

Louise Regan proposed the full cost recovery should not be a retrospective charge but effective one week from the advisory letter that will be sent out by the Local Authority. Proposal was seconded by Dick Vasey and Helen Atkins.

Votes for	Votes against	Abstentions
14	0	0

Work to be arranged to look at the primary cost recovery mechanism.

MC/KH

Item 4f – Trade Union Facilities

Paper was presented by Marion Clay

Sally Bates declared a conflict of interest and left the meeting while the business item was discussed.

Joe Jefferies suggested that Trade Union de-delegation amounts should be £1.00 for secondary schools and lower for primary schools. Forum Members

LF/TG

	<p>advised this could not be action for financial year 2016-17 but will be worked on for 2017-18.</p> <p>Chris Pickering requested a further financial breakdown of the Trade Union budget for the September meeting.</p> <p>Dick Vasey left the meeting.</p> <p>Recommendation/s</p> <ol style="list-style-type: none"> 1. The Schools Forum note the contents of the report. 2. A briefing is provided to Schools Forum, pending any revisions to the guidance by the DfE 3. An annual report on the use of Trade Union Facilities funding, including how union rep's time has been used to the benefit of good employee relations in Nottinghamshire schools, is provided to Schools Forum. <p>Report was noted.</p>	MC/LF						
	<p>Item 4h – Heads Count</p> <p>Paper was presented by Adrienne Allcock.</p> <p>Recommendation/s</p> <ol style="list-style-type: none"> 1. Note the contents of the report. 2. Agree to make an allocation to Heads Count of £37,950 in 2016/17 from the DSG underspend. <table border="1" data-bbox="165 1099 1305 1176"> <thead> <tr> <th>Votes for</th> <th>Votes against</th> <th>Abstentions</th> </tr> </thead> <tbody> <tr> <td>13</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	Votes for	Votes against	Abstentions	13	0	0	
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	<p>Item 4g – Schools Forum Membership 2016-17</p> <p>Paper was presented by Sue Summerscales.</p> <p>Sally Bates asked if school business managers were able to represent areas/sectors.</p> <p>Susan Fielden confirmed any members of leadership team can represent, with agreement from head teachers. Forum may wish to keep an eye on the overall balance of membership.</p> <p>Recommendation/s</p> <ol style="list-style-type: none"> 1. Note the contents of the report. 2. Agrees to the membership as set out in paragraph 3 of the report. <table border="1" data-bbox="165 1753 1305 1830"> <thead> <tr> <th>Votes for</th> <th>Votes against</th> <th>Abstentions</th> </tr> </thead> <tbody> <tr> <td>13</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	Votes for	Votes against	Abstentions	13	0	0	
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	<p>Item 4i – Funding Working Group</p> <p>James McGeachie advised that an informal meeting had been arranged at The Becket School for the 7th July to discuss consultation proposals, and encouraged all members to attend. James requested that members who were</p>							

	not able to attend could let Toni Gardner have any proposals they wish the working group to discuss in advance of the meeting.							
5.	<p>Any Other Business</p> <p>James McGeachie advised that he had been approached by The West Bridgford School regards Pupil Growth Fund (PGF) and enquired if money could be made available to secondary schools. Marion Clay confirmed she had also received a letter from The West Bridgford School on this matter.</p> <p>During discussion it was noted that the Pupil Growth Fund has a clear criteria and that the funds were allocated to address Infant Class Size legislation & basic need.</p> <p>It was agreed this required a more in-depth discussion and was placed on the agenda for September.</p>							
6.	<p>Confidentiality</p> <p>It was confirmed that there was no confidentiality items.</p>							
7.	<p>Date and time of next meeting(s)</p> <table border="1"> <tr> <td>Tuesday 13th September 2016</td> <td>2-4pm National Watersports Centre</td> </tr> <tr> <td>Thursday 20th October 2016</td> <td>2-4pm National Watersports Centre</td> </tr> <tr> <td>Thursday 8th December 2016</td> <td>2-4pm National Watersports Centre</td> </tr> </table>	Tuesday 13 th September 2016	2-4pm National Watersports Centre	Thursday 20 th October 2016	2-4pm National Watersports Centre	Thursday 8 th December 2016	2-4pm National Watersports Centre	
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