

# MINUTES OF MEETING

**Meeting title:** Nottinghamshire Schools Forum  
**Date and time:** 13 September 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) – (Vice Chair)
	Ms H Richardson	Maintained Primary Head Teacher (Newark)
A	Ms L Regan	Maintained Primary Head Teacher (Ashfield)
	Ms L Toom	Maintained Primary Head Teacher (Rushcliffe)
	Ms L Corner-Brown	Maintained Primary Head Teacher (Broxtowe)
	Mr R Hawley	Maintained Secondary Head Teacher
A	Mr C Weaver	Academy Representative (sub in attendance)
A	Mr C Pickering	Academy Representative
	Mr D Vasey	Academy Representative
	Ms D Trusler	Academy Representative
	Mr J McGeachie	Academy Representative
A	Ms D Wigley	Special School Head Teacher
	Mr A O'Malley	Academy Special School Head Teacher
A	Mr T Colton	Governor - Maintained Secondary
A	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)
A	Ms C Meese	Diocesan Representative
A	Ms J Myer	Trades Union Representative
	Mr J Jefferies	Trades Union Representative

## ***In attendance:***

Mr C Pettigrew	Corporate Director Children Families and Cultural Services
Ms M Clay	Acting Service Director – Education Standards & Inclusion
Mrs T Rabbitts	Senior Finance Business Partner
Mrs T Gardner	Assistant Accountant, CFCS Finance

		<b>ACTION</b>												
<b>1-3.</b>	<p><b>Welcome</b></p> <p>Colin Pettigrew welcomed all members to the meeting and advised that a vote for a Chair and Vice Chair was required. Helen Atkins nominated Carlo Cuomo, Ly Toom second nomination and a vote was taken.</p> <table border="1"> <thead> <tr> <th>Votes for</th> <th>Votes against</th> <th>Abstentions</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Karen O'Connell arrived</p> <p>Carlo Cuomo started the process for a vice chair to be elected, and nominated Helen Atkins, Adrienne Allcock second nomination and a vote was taken.</p> <table border="1"> <thead> <tr> <th>Votes for</th> <th>Votes against</th> <th>Abstentions</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Carlo Cuomo welcomed all members to the meeting, and introductions were made by Forum Members.</p>	Votes for	Votes against	Abstentions	10	0	0	Votes for	Votes against	Abstentions	11	0	0	
Votes for	Votes against	Abstentions												
10	0	0												
Votes for	Votes against	Abstentions												
11	0	0												
<b>2.</b>	<p><b>Apologies for absence</b></p> <p>Apologies were received from Louise Regan, Craig Weaver, Christopher Pickering, Tony Colton, Claire Meese, Jo Myer, Dawn Wigley and Val Holland.</p> <p>Carlo thanked Sally Bates for all her hard work on the forum and acknowledged how valuable her input had been over the years. Sally Bates thanked the forum, and gave a brief overview of the work she is continuing with for the next 18 months, advising that big changes were on the way for schools forums and the importance of having a Nottinghamshire voice heard regards funding,</p>													
<b>4.</b>	<p><b>Item 4a Minutes from Forum 9<sup>th</sup> June 2016</b></p> <p><u>Item 4a – 2017 National Consultation</u> Schools Funding and High Level Needs consultation submitted by the Local Authority to be circulated by e-mail to Forum members.</p> <p><u>Item 4e – Tackling Emerging Threats to Children</u> Helen Atkins raised a concern regarding the theatre companies provision 'pint size' When the funding was agreed Forum members were advised this part of the provision would be free to schools, however having received the flyer it indicates that only 50 are free county wide. Marion Clay will discuss this with Steve Edwards and update members at the next meeting.</p> <p><u>Item 4c – Analysis of High Needs Block</u> Adrienne Allcock requested an update regards Health receiving the Education element of pupil funding and if Education were receiving anything from Health. Marion Clay will discuss this with Charles Savage and update members at the next meeting.</p> <p><u>Item 4d – Cost Recovery Mechanism (CRM)</u></p>	<p><b>MC/TG</b></p> <p><b>MC</b></p> <p><b>MC</b></p>												

	<p>Dick Vasey asked if the letter had been sent out and what the response had been as he had not received a letter. James McGeachie and Carlo Cuomo both confirmed neither had received the letter.</p> <p>Marion Clay confirmed letters had been sent out, as the Local Authority had received 3 responses and there was a meeting planned with some secondaries to discuss this in detail.</p> <p>Carlo Cuomo asked if the letter could be re-circulated to all secondary schools, Marion Clay confirmed this would be actioned.</p> <p>Adrienne Allcock asked if work had commenced around the primary cost recovery mechanism. Marion Clay confirmed it had and would update the Forum at the next meeting.</p> <p>Minutes were approved as accurate</p>	<p>MC</p> <p>MC</p>						
<p>5.</p>	<p><b>Item 5a - Proposal for Process for Local Funding Formula Consultation.</b></p> <p>Tamsin Rabbitts presented the paper, and Toni Gardner explained that the modelling shows the formula as 2016-17 with no changes but the impact on individual schools due to the new IDACI banding.</p> <p>James McGeachie and Toni Gardner gave a brief overview of what had been discussed at the working group meeting - schools wanted as little movement as possible with a National Funding Formula to be introduced shortly.</p> <p>Members were advised that the IDACI data had changed yet again this year and that the IDACI bands had returned to a similar size to previous years. Tamsin Rabbitts asked if any modelling would be required for alternative models for distribution of the deprivation factor due to the changes in the IDACI data. James McGeachie expressed that this was not the feedback from the working group and as no amendments to the formula were applied last year when the data changed, the same reasoning should apply for 2017-18.</p> <p><b>Recommendation</b></p> <ul style="list-style-type: none"> <li>• note the contents of the report – report was noted</li> <li>• approve the proposed timetable for the local consultation</li> </ul> <table border="1" data-bbox="204 1458 1310 1529"> <thead> <tr> <th>Votes for</th> <th>Votes against</th> <th>Abstentions</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>• discuss the factors that we may wish to include in the local consultation and the impact national announcements may have on these – Members opted to keep all factors as 2016-17</li> </ul>	Votes for	Votes against	Abstentions	11	0	0	
Votes for	Votes against	Abstentions						
11	0	0						
	<p><b>Item 5b – Proposal to Allocate £1m to Schools from the Schools Non ISB Reserve</b></p> <p>Tamsin Rabbitts presented the paper.</p> <p>James McGeachie asked where the £1m figure had come from and asked if the reserve was going to disappear. Tamsin Rabbitts explained it was unknown what would happen to the reserve in future years, and the £1m was a proposal.</p> <p><b>Recommendation</b></p> <ul style="list-style-type: none"> <li>• note the contents of the report – report was noted</li> </ul>							

- approve the allocation of £1million to schools in 2017/18 from the Schools non-  
ISB reserve

Votes for	Votes against	Abstentions
11	0	0

- approve the disapplication request to the Secretary of State to allow the funding to be excluded from the MFG calculation

Votes for	Votes against	Abstentions
11	0	0

Joe Jefferies asked what would happen if the disapplication request to the Secretary of State is turned down. Tamsin Rabbitts explained that if the disapplication is turned down we can still allocate the extra £1m but as this would have to go through the MFG (Minimum Funding Guarantee) factor, schools in receipt of MFG would not benefit from the extra allocation.

### Item 5c – Early Years National Consultation

Tamsin Rabbitts explained that what was sent was a link to the current Early Years Consultation which closes 22<sup>nd</sup> September 2016.

It was explained that the workings and figures are indicative figures coming into the Local Authority and not how it is allocated to providers.

The Forum was advised to exercise caution when looking at increased funding as Nottinghamshire's rate is currently inflated. The hope is that there will be sufficient funding to maintain current rate without requiring temporary funding from reserves.

### Item 5d – Impact of the Changes to the 2017-18 Education Service Grant

Tamsin Rabbitts presented the paper.

Dick Vasey asked if the withdrawal of the ESG general rate was the same for academies. It was confirmed that this was the case and the belief was this grant would disappear for both Academies and Local Authorities. Tamsin Rabbitts agreed to confirm the position.

Dick Vasey queried if there had been a delay in the grant disappearing by a year as the National Funding Formula had been delayed by a year. Colin Pettigrew explained this was the problem, nothing had been announced so we were uncertain of what would be happening.

Helen Richardson asked if the £150k was on top of the sold service to academies, it was confirmed it was.

#### Recommendation

- note the contents of the report – report noted
- agree the retention of £1.7m in 2017/18 from the DSG to fund the services provided relating to retained duties.

Votes for	Votes against	Abstentions
10	0	1

TR

Before a vote on point 3 further clarification was sought by members on what the £150k was to cover. Marion Clay advised allocation covers the supply time of teachers moderating at the end of Key Stage 1 and the training cost. Ly Toom asked if this also covers Key Stage 2, it was clarified it was only for Key Stage 1.

- agrees a retention of £150k for the moderation of teacher assessments from the DSG (unless other funding is announced)

Votes for	Votes against	Abstentions
11	0	0

**Item 5e – Trade Union Budget – CONFIDENTIAL ITEM**

Helen Richardson left the meeting

**Item 5f – Increase to the Budget Allocation for Schools Admission**

Tamsin Rabbitts presented the paper, and explained this was a net nil effect, however as one budget line was increasing there was a requirement for school forum approval.

**Recommendation**

- the increase of the School Admissions budget by £220,000

Votes for	Votes against	Abstentions
10	0	0

- the reduction of the contribution to combined budgets by £220,000

Votes for	Votes against	Abstentions
10	0	0

- the submission of a dis-application request to the Secretary of State to increase the Schools Admissions budget.

Votes for	Votes against	Abstentions
10	0	0

**Item 5g – Secondary Pupil Growth Fund.**

Marion Clay stated that it had been a challenge to pull together appropriate information to help the Forum decide what to do in response to the request from some Rushcliffe Academies. Nottinghamshire has a primary growth fund based on regulations and required because of the impact on a primary schools smaller budgets of responding to the requirement for another teacher.

Marion Clay said she was surprised to receive a request to consider creation of a secondary growth fund as the data, based on the January census, shows that basic need in secondary schools as not yet arisen, and where certain schools had seen an increase it was down to a change in their admissions criteria and popularity and not basic need.

	<p>Marion Clay was happy to look into a secondary growth fund, but any criteria would need to be co-produced with secondary schools and it was important secondary schools understood this was not extra money but a top slice of the Dedicated Schools Grant (secondary element)</p> <p>Carlo Cuomo asked Marion to clarify what basic need is – Basic Need is an increase in numbers arising as an increase in birth rates in catchment area.</p> <p>Marion Clay had spoken to Place Planners and it was not clear that this funding will be required to offset the impact of lagged funding at Secondary although this should remain under review.</p> <p>James McGeachie requested the presentation information by borough as opposed to county wide, Dick Vasey seconded this request. Marion Clay confirmed she would request this information.</p> <p>James McGeachie asked about variation of pupil numbers for these schools, for which he believed additional EFA funding was available. The Forum was informed that there was no additional funding. The schools in question do not currently meet the criteria for varying their pupil numbers and it was important that members were aware that the Local Authority do not receive an allocation for additional pupils when numbers are varied. As Local Authorities are funded on the October census any variation of numbers spreads the cost over all schools.</p> <p><u>Variation to pupil numbers – Schools Revenue Funding 2016-17 Operational Guidance</u></p> <p>The regulations allow for an authority to request approval from the EFA to vary pupil numbers when the budget is being constructed in the following circumstances:</p> <ul style="list-style-type: none"> <li>• there has been, or is going to be, a reorganisation</li> <li>• a school has changed, or is going to change, its age range either by adding or losing year groups</li> <li>• schools, academies, including free schools where they have opened in the previous seven years and are still adding year groups.</li> </ul> <p>When pupil numbers are varied in this way, no additional funding is received by the LA; therefore it impacts on all school budget allocations.</p> <p>Marion Clay suggested a working group to look into the secondary growth fund. After a brief discussion, members felt a vote was required on the principle of creating a secondary growth fund in Nottinghamshire for 2017-18 before a working party was set up.</p> <table border="1" data-bbox="204 1585 1311 1653"> <thead> <tr> <th>Votes for</th> <th>Votes against</th> <th>Abstentions</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>9</td> <td>1</td> </tr> </tbody> </table> <p>It was agreed that the secondary pupil growth fund be put on the October agenda, a paper will be required and data by borough to be included.</p>	Votes for	Votes against	Abstentions	0	9	1	<p>MC</p> <p>TG MC</p>
Votes for	Votes against	Abstentions						
0	9	1						
<p>6.</p>	<p><b>Any Other Business</b></p> <p>Colin Pettigrew gave a brief overview of the budgets at County Hall, and explained with so many schools converting to academy, though Nottinghamshire have never charged for the cost of the work carried out by officers, a charge was being looked at for new conversions.</p>							

	<p>It was explained that conversion involves resources from legal, HR, property and finance, and that many authorities do already charge. The amount is yet to be agreed.</p> <p>Members were advised that a letter will be sent out to all maintained schools to inform them of this change.</p>					
7.	<p><b>Confidentiality</b></p> <p>One item was marked as confidential, "Item 5e Trade Union Budget".</p>					
8.	<p><b>Date and time of next meeting(s)</b></p> <table border="1" data-bbox="204 573 1257 779"> <tr> <td data-bbox="204 573 574 674">Thursday 20<sup>th</sup> October 2016</td> <td data-bbox="574 573 1257 674">2-4pm National Watersports Centre</td> </tr> <tr> <td data-bbox="204 674 574 779">Thursday 8<sup>th</sup> December 2016</td> <td data-bbox="574 674 1257 779">2-4pm National Watersports Centre</td> </tr> </table>	Thursday 20 <sup>th</sup> October 2016	2-4pm National Watersports Centre	Thursday 8 <sup>th</sup> December 2016	2-4pm National Watersports Centre	
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