

MINUTES OF MEETING

Meeting title: Nottinghamshire Schools Forum
Date and time: 5 June 2018, 2pm to 4pm
Location: National Watersports Centre, NG12 2LU

Membership

'A' denotes absence

	Mr A Rossington	Maintained Primary Head Teacher (Gedling)
	Mrs H Atkins	Maintained Primary Head Teacher (Mansfield) – (Vice Chair)
	Mrs H Richardson	Maintained Primary Head Teacher (Newark)
A	Ms L Regan	Maintained Primary Head Teacher (Ashfield)
	Ms L Toom	Maintained Primary Head Teacher (Rushcliffe)
A	Ms L Corner-Brown / Adrian Nash	Maintained Primary Head Teacher (Broxtowe)
	Vacancy	Maintained Secondary Head Teacher
	Ms Anne Hall	Academy Representative
A	Mr C Weaver	Academy Representative
	Mr D Bell	Academy Representative
	Mr D Vasey	Academy Representative
	Mr J MacDonald	Academy Representative
A	Mr J McGeachie	Academy Representative
	Mr N Holmes	Academy Representative
	Ms D Wigley	Special School Head Teacher
	Mr A O'Malley	Academy Special School Head Teacher
	Ms A Williams	Governor Maintained Primary
	Ms F Jones	Governor Maintained Primary
	Mr M Thixton	Governor Maintained Primary
	Mr T Colton	Governor Maintained Secondary
	Vacancy	Governor
	Mr G Tinley	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
	Mr J Jefferies	Trades Union Representative
A	Ms L Maddison	Trades Union Representative

In attendance:

Mr C Pettigrew	Corporate Director for Children, Young People and Schools
Mrs M Clay	Service Director – Education Learning and Skills
Mr C Savage	Principal Educational Psychologist
Mrs S Summerscales	Senior Finance Business Partner, Children & Families Finance
Mr M Sharpe	Team Manager, Pupil Place Planning
Mr S Ray	Acting Team Manager, Schools and Families Specialist Services
Mr P Gray	High Needs Consultant (SSCYP)
Mr S Hawkins	Finance Business Partner, Children & Families Finance
Mrs T Gardner (Clerk)	Assistant Account, Children & Families Finance

1.	<p>Welcome</p> <p>Carlo Cuomo welcomed all members to the meeting.</p>	
	<p>Apologies for absence</p> <p>Apologies were received from Craig Weaver, James McGeachie, and Claire Meese.</p>	
2.	<p>Minutes of the Schools Forum 8th February 2018</p> <p>Minutes were agreed as accurate.</p>	ACTION
3.	<p>3a – Schools Forum Constitution Update</p> <p>Joe Jefferies explained the methodology used by the working group to respond to the changes presented.</p> <p>Marion Clay referred to Appendix B as a summary that reflected the major and more contentious changes, and went through each point and the decision made.</p> <p>Article 5 Marion Clay commented that Appendix B is incorrect, the response for the Chair and Vice Chair would also be the same for the forum members, and it should state, 2 terms of 3 years then members should have a break of 1 year before seeking re-appointment.</p> <p>Dawn Wigley confirmed that during the working group, the members felt 1 term of 3 years wasn't long enough and agreed 2 terms of 3 years with a 1 year break.</p> <p>Tony Colton raised a query regards the relationship between Trusts and how they would be represented. Marion Clay advised that Trusts are represented by the schools / academies and sectors on the Forum Dawn Wigley – the concern at the working group was that any one Trust could have governor, primary and secondary representatives on the schools forum which hypothetically could allow one Trust to be 'over represented' on the Forum.</p> <p>Marion Clay explained that the documents are legally written, details are yet to be decided, elements of which are for the forum members to agree on. We do not want mass resignation; the priority is for natural change to the membership.</p> <p>A further discussion was had around the length of term; Karen O'Connell found a term of 3 years would be too short, and what would happen if within the Early Years Consultation group there was no one willing to participate, would the existing member stay on?</p> <p>Helen Atkins asked, what would happen to current members that were CEOs? Carlo Cuomo replied that the details have not yet been agreed and were still being discussed so until then everything would remain the same.</p> <p>Dick Vasey asked, whether the maintained primary sector was represented geographically? Marion replied, that they were not; there are only 6 primary members for that sector but 7 areas of Nottinghamshire.</p> <p>Dick Vasey commented that some MATs have no local governing bodies, but a trust board; therefore he did not agree with point 2.05 (c) However, he agreed that we couldn't have just one MAT over represented on the Forum. Marion Clay asked, whether a further discussion around CEO membership should be considered.</p>	

	<p>Andrew Rossington commented that a concern for the working group around CEOs was when they came from out of authority schools.</p> <p>Marion Clay suggested organising a conference or group chat where we could discuss the details, if members could digest the report further in preparation.</p> <p>Members also felt that head teachers should be voting for head teachers not governors. It was agreed we would take this back to check with any existing regulation through Linda McCarthy.</p> <p>Dawn Wigley asked if the new members had been taken through the induction process. Carlo Cuomo confirmed that they had, and we now have an induction pack for new members in Nottinghamshire</p> <p>The recommendation was to discuss further and for it to be brought back to the forum in September.</p>	<p>MC</p> <p>MC/TG</p>
	<p>3b – Schools Budget Final Accounts 2017-18</p> <p>Sue Summerscales presented the paper and explained that it was presented in blocks to reflect how the funds are received into the Local Authority.</p> <p>Karen O’Connell commented that given that the Early Years Block had such a big underspend and the funding rate was reduced by 1p per hour for 2018-19, with increasing costs, could this go to the Early Years providers.</p> <p>Sue Summerscales replied, the amount is in reserves and the decisions as to how reserves are spent is down to the Schools Forum. The figure in appendix A was not yet confirmed so we would need to be mindful of this. Sue also commented that there was currently considerable other pressures due to the High Needs Block.</p> <p>Ged Tinley requested clarification as to why the underspend was in reserves and not ring-fenced for Early Years.</p> <p>Sue Summerscales confirmed this was correct and explained that in the past the reserve had been used for a variety of different uses, these being:-</p> <ul style="list-style-type: none"> • 2017-18 an additional £1 million was passported over to schools through their budgets • For 2 years the reserves were used to give early years an increased hourly rate • Reserves have also been used to ease some of the pressure in the High Needs Block <p>RECOMMENDATION/S</p> <p>That the Schools Forum:</p> <ol style="list-style-type: none"> 1. Note the contents of the report – report was noted 	
	<p>3c – Central School Services Block Funding 2018-19</p> <p>Sue Summerscales presented the paper and took the members through each line. The copyright licenses does not require approval, but it was good practice to share this with members.</p> <p>Helen Atkins asked what services are included within Education Welfare? Officers replied, it includes services such as persistent absences and the team around this. Dick Vasey queried which services are included under the Strategy, Finance and Information section? Sue Summerscales replied, It includes the schools formula and budgets</p>	

RECOMMENDATION/S

That the Schools Forum:

1. Approve the Authority's application to centrally retain funding within the Central School Services Block for the services set out at Appendix A

Votes for	Votes against	Abstentions
17	0	0

2. Approve the transfer of £153k to the Schools Block

Votes for	Votes against	Abstentions
17	0	0

3d – Pupil Growth Fund (staffing and non-staffing) 2018-19

Mike Sharpe presented the paper

Point 18 – growth in pupil numbers is now being felt in key stage 3 and secondary schools are advising the local authority that the lagged funding is becoming a problem for them.

Marion confirmed that it was now time to agree a secondary growth fund, equivalent of the primary pupil growth.

Carlo Cuomo clarified that 'Basic Need' was where there was an increase in demographic pressure and the effects of this on schools, and was not where a school was changing admissions criteria and voluntarily recruiting above PAN.

The forum was asked to form a working party made up of secondary members to set out principles around establishing a workable criteria for a secondary pupil growth fund. A date has already been booked for the **10th July** for colleagues who would wish to take part.

Sue Summerscales commented that there is no extra money and that any secondary growth fund would come from the schools block; any decisions would need to be modelled to show impact. A discussion was also required around what would need to be consulted on accompanied with appropriate financial modelling.

Dick Vasey asked, is the pupil growth in year, and if the AWPU was not enough?

Mike Sharpe confirmed no; it was transferred from primary to secondary

Secondary is different to primary as it's not a case of an extra form, curriculum and teacher arrangements are more complicated in a secondary school.

Marion commented that what was required from the working group were principles for funding

RECOMMENDATION/S

That the Schools Forum:

1. Notes the content of the report and agrees the allocations made from the growth fund for Autumn 18 and Spring 19
2. Notes the content of the report and agrees the indicative allocations for Summer 19

- Continues to monitor the use of this fund throughout 2019-20, & considers the level of funding & criteria for future years, in light of any in-year allocations

Above 3 points noted and agreed

- Establish a working party in order to frame criteria and principles for a secondary growth fund

The following members volunteered: -

James MacDonald
Neil Holmes
David Bell

3e – Future staffing arrangements to support hearing and impaired pupils

Simon Ray presented the paper, and explained that the money is already within the budget so it would not impact on budgets.

Simon Ray talked through option 1 and option 2 of the report, explained the plan to recruit 2 teachers for hearing impaired pupils this year and 2 teachers for visually impaired pupils next year.

It is a national problem regards recruitment of such teachers, therefore we would need to get them trained ourselves.

Andrew Rossington asked, how many organisations offered this training.

Simon Ray confirmed it is only available in Birmingham and London, and we would send them to Birmingham.

Marion Clay asked, could we reserve the visually impaired places for 2019-20 as places are booked very quickly.

Simon Ray replied that it was possible but only if we start the recruitment process now.

Carlo Cuomo requested a vote to start the recruitment process now

Votes for	Votes against	Abstentions
17	0	0

RECOMMENDATION/S

That the Schools Forum:

- Notes the contents of the report

Report was noted

- Approves option 1, in order to address the staffing capacity issues within the Sensory Team. This will allow the Sensory Team to recruit and train up to 4 teachers to attain the mandatory sensory qualifications over the next 2 academic years (2 x Teachers of the Deaf and 2 x Teachers of the Visually Impaired), using the funding already available in the Schools and Families Specialist Services budget.

Votes for	Votes against	Abstentions
17	0	0

3f – High Needs Block Budget Monitoring

Steve Hawkins presented the paper.

James MacDonald asked if there was a mechanism for authorities to clawback the cost of tribunals from the Department of Education (DfE)

Marion Clay replied, unfortunately there was no avenues for Local Authorities to claim or clawback the cost of tribunals from the DfE.

RECOMMENDATION/S

That the Schools Forum:

1. Notes the contents of the report

Report was noted

3g – High Needs Block review update

Peter Gray tabled an executive summary to members 'Funding for Children and Young People with High Needs in Nottinghamshire' and gave a presentation around the report.

Gave a brief history of the DSG, the historical funding allocated to Local Authorities, how the current National Fair Funding Formula was meant to balance this out, and the unfortunate situation that it has not balanced funding or had the desired effect. The situation was also not helped that there is a current cap of 3% per year on growth.

Advised members that other authorities including those that receive significantly more funding, are also over spent, so it is not just the lower funded authorities that are experiencing pressure, and increasing special school places was not necessarily the solution.

Peter Gray advised the executive summary was a flavour of a much bigger report that members will eventually receive.

Carlo Cuomo stated what was required was a strategic change in mind set. For example Health; the LA has responsibility yet no financial contribution is made from health.

As a forum we should make ourselves heard

Colin Pettigrew gave an example of the home to school transport budget. Only a small amount of this budget is met by the HNB; the majority of the budget is paid for by Nottinghamshire Local Authority, the amount being around £8m
Colin to send information to Toni Gardner which needs circulating to members, and asked the forum to raise the issues with their representative areas. The combined LA and DSG is approx. £8 million.

Marion Clay advised a further report will be bought back in the next few months. Partnership with schools, parents is needed for this to go forward.

TG

	<p>A question was asked, have Independent Non Maintained (INM) been part of this report? Peter Gray replied that he had not talked in detail with any of the INM, and felt we need to be clear and have a strong stance on what we want first.</p> <p>Peter Gray mentioned the locality of Portland and the Post 16 facility, cost and the need to look at supporting the children to be as independent as possible.</p> <p>Colin Pettigrew expressed caution here' in the past £0.5m was taken out of the budget to train pupils to be more independent, in the first year 200 pupils were trained, last year only 30 pupils</p>							
<p>4.</p>	<p>Any Other Business</p> <p>Joe Jefferies commented that new members will not know that he is an F40 member. He expressed his disappointment that NCC, as a founder member, had withdrawn from the F40 group, the cost was £1,000 per annum which is not a large expense to be part of the group</p> <p>Colin Pettigrew replied that this was a political decision; it's an annual subscription that Nottinghamshire was not renewing, and that the F40 group had not been effective in increasing funding for Nottinghamshire.</p>							
<p>6.</p>	<p>Confidentiality</p> <p>No items were identified as confidential.</p>							
<p>7.</p>	<p>Date and time of next meeting</p> <table border="1" data-bbox="183 1108 1236 1232"> <tr> <td>Tuesday 18th September 2018</td> <td>2-4pm National Watersports Centre</td> </tr> <tr> <td>Thursday 18th October 2018</td> <td>2-4pm National Watersports Centre</td> </tr> <tr> <td>Thursday 6th December 2018</td> <td>2-4pm National Watersports Centre</td> </tr> </table>	Tuesday 18 th September 2018	2-4pm National Watersports Centre	Thursday 18 th October 2018	2-4pm National Watersports Centre	Thursday 6 th December 2018	2-4pm National Watersports Centre	
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