

Meeting title: Nottinghamshire Schools Forum
Date and time: 13th June 2019, 2pm to 4pm
Location: National Watersports Centre, NG12 2LU

Membership

'A' denotes absence

	Mr A Rossington	Maintained Primary Head Teacher
	Mr B Waldram	Maintained Primary Head Teacher
	Mrs H Atkins	Maintained Primary Head Teacher – (Vice Chair)
	Ms L Regan	Maintained Primary Head Teacher
	Ms L Toom	Maintained Primary Head Teacher
A	Ms L Corner-Brown	Maintained Primary Head Teacher
	Mr D Phillips	Maintained Secondary Head Teacher
A	Mr A Seymour	Academy Representative
	Ms A Hall	Academy Representative
	Mr D Bell	Academy Representative
A	Dr Philip Smith	Academy Representative
	Mrs H Angus	Academy Representative
	Mr J MacDonald	Academy Representative
	Mr N Holmes	Academy Representative
	Ms D Wigley	Special School Head Teacher
	Ms P Corfield	Academy Special School Head Teacher
	Ms A Williams	Governor Maintained Primary
	Mr C Barnard	Governor Maintained Primary
	Ms F Jones	Governor Maintained Primary
A	Mr J Smalley	Governor Maintained Special
	Mr T Colton	Academy Governor
	Ms K O'Connell	PVI - Early Years Group Member
	Ms K Richards	PVI - Early Years Group Member
	Mr C Cuomo	Diocesan Representative - (Chair)
	Ms C Meese	Diocesan Representative
	Mr J Jefferies	Trades Union Representative
	Ms L Maddison	Trades Union Representative

In attendance:

Mr C Pettigrew	Corporate Director – CFCS
Mr L Jones	Service Director – Commissioning and Resources
Mrs M Clay	Service Director – Education Learning and Skills
Mrs S Summerscales	Senior Finance Business Partner, Children & Families Finance
Ms J Burgess	Strategic Early Years Manager
Mrs T Gardner (Clerk)	Assistant Account, Children & Families Finance

1.	<p>Welcome</p> <p>Carlo welcomed all members to the meeting.</p>	
	<p>Apologies</p> <p>Apologies were received from Lynn Corner-Brown, Andy Seymour, Dr Philip Smith, Joan Smalley and Linda Foster</p>	
2.	<p>Minutes – 28th February 2019</p> <p><u>Page 3, point 3c</u> action point – Ly Toom asked if there were less appeals – Laurence Jones will chase response</p> <p><u>Page 4 point 3d</u> clarification was made around the question, in the previous meeting Linda Foster had mentioned that parents when referring to EHC plans would make reference that the 'paediatrician have said'.....</p> <p>Katie Marsden Service Team Manager – EHC Assessment sent an email to the clerk which was read out: -</p> <p>The first thing that comes to mind is, is who is saying its incorrect advice? And do we have examples? The assessment team are required to request advice from health professionals and there is an assumption that as qualified professionals they are providing appropriate and accurate information. I am aware our DCO is working with the CCG's to consider how each CCG can ensure that a system of QA is in place to check information being sent to inform an EHCP. Ultimately a health professional is accountable for what they write.</p> <p><u>Page 5 point 3e</u> request reason why the LA has decided to split the AFN and FNF back into two pots/allocations</p> <p>Charles Savage - Principal Educational Psychologist sent an email to the clerk which was read out: -</p> <p>The AFN and FNF budgets historically were allocated as separate budgets. The decision to amalgamate them was driven by four factors:</p> <ol style="list-style-type: none"> 1) That the formula used to determine both budgets was the same, so amalgamating them would make no difference to the total amount allocate to each Family of Schools; 2) Over time Families of Schools had diverged in how they used the FNF budget, with some funding from this budget targeted towards individual pupils 3) Again, overtime, Families of Schools had differed in whether and how much additional funding was provided directly from the schools' budgets to supplement the FNF funding to employ a Family SENCO with greater capacity than the 18 half days which had notionally been attached to the FNF funding 4) By combining the two budget lines, accounting became easier <p>The unanticipated consequence of amalgamating the two budgets, at a time when the budgets were reduced in size, and at a time of shrinking schools' budgets, was that less priority was given by some Families of Schools to the role and responsibilities of the Family SENCO. In turn this left some schools and some SENCO experiencing a loss of confidence in their own SEND practices when issues arose, and they didn't have ready access to Family SENCO support.</p> <p>One of the recommendations of the High Needs Review was a strengthening of locality decision making which would necessitate a strengthening of the role of the Family of Schools and of the role of the Family SENCO. To this end the requirements of the role of the Family SENCO, at a minimum, have been reviewed</p>	<p>ACTION</p> <p>LJ</p>

	<p>and will be restated, and this has been costed out at 23days per year for all Families of Schools. As this is a requirement of all Families of Schools, the block amount has been set to reflect this requirement. The rest of the FNF budget has been allocated according to the number of schools in each Family. Hence there is now a difference in the ways in which the FNF and AFN budgets are formulated, with the AFN formula having been redesigned to more closely match the formula used by DfE to allocate the High Needs Block to local authorities.</p> <p>It was for the above reasons that the Local Authority has returned to the separation of the two budgets.</p> <p>James MacDonald asked Marion Clay for an update on the visit to London.</p> <p>Marion Clay confirmed the meeting went ahead and that Councillor Owen made it clear about the funding for Nottinghamshire not being fair and the School Forums view.</p> <p>Marion Clay raised the issue around physical adaptations that maintained and academies would have to carry out for SEN pupils. Funds the LA has put aside is for maintained schools only. Laurence Jones explained this was not an LA decision but what is written in the guidance, that the money we have is for the maintained sector only Claire Meese asked if the funds were for both the primary and secondary sector, Marion Clay confirmed that it was.</p> <p>David Bell put forward a questions that had come from one of their primaries – with regards school meals eligibility (item 3f on the minutes) Why is the cost on a per pupil amount of the whole school? Sue Summerscales explained the process of de-delegation, which is how the maintained sector access and pay for the service, for consistency across sectors the price to academies would have to be on per pupil too. Marion Clay advised that academies have bought into the FSM service and with the increased buy back from academies, the per pupil amount for maintained and academy schools should come down in the next financial year.</p> <p>Minutes approved as accurate and correct</p>	
<p>3.</p>	<p>3a – Verbal update on Forum vacancies</p> <p>Marion Clay advised that we had successfully appointed to the forum vacancies and the following representatives had been successful.</p> <p>Academy representative – Dr Philip Smith Governor representative (Academy) – Tony Colton Governor representative (Maintained Primary) – Colin Barnard</p> <p>We now have a full membership expect for our FE representative.</p> <p>Helen Atkins asked – the constitution indicates this would be her last meeting is that correct? Karen O’Connell is also in the same position. Carlo Cuomo advised that a few current members would be in this position but that we need to look into this in more detail and all members should attend the September meeting unless informed otherwise.</p>	
	<p>3b. Distribution of the Pupil Growth Fund 2019-20</p> <p>Marion Clay presented the paper and also explained that the growth fund is used for new schools and explained the secondary change.</p>	

Advised that there were 4 secondary schools that the LA had requested and increase in PAN, these being: -

Rushcliffe
West Bridgford
Carlton Academy
Carlton le Willow

Sue Summerscales explained that the growth fund allocated to these was covered in the February meeting.

RECOMMENDATION/S

That the Schools Forum:

1. Notes the content of the report and agrees the allocations made from the growth fund for Autumn 19 and Spring 20 – Report noted
2. Continues to monitor the use of this fund throughout 2019-20 & considers the level of funding & criteria for future years. – This was agreed
3. Approves the method used for allocating additional funding to secondary schools and academies whose pupil numbers are increasing due to Basic Need. Method is for additional pupils entering a school in year 7 only due to an increase to their PAN a result of basic need.

Votes for	Votes against	Abstentions
17	0	2

3c. Trade Union Facilities Financial Year 2018-19 and 2019-20

Marion Clay presented the paper.

Joe Jefferies welcomed all the work carried out, but was disappointed more schools and academies were not buying back. The intention was to reduce the de-delegated amount, unfortunately due to the level of take up this is not possible.

It was pointed out that a school which doesn't buy into the services cannot release anyone in school.

David Bell advised that academies pay into a pool, but have their own representation.

RECOMMENDATION/S

That the Schools Forum:

1. Note the financial contents of the report – report noted
2. A report be taken to the Special School Trust Board to seek approval for maintained special schools contributions to the scheme to be deducted at source – noted

3d. Schools Budget Final Accounts 2018-19

Sue Summerscales presented the paper, and advised on points within the report from paragraph 4.

- Underspend for de-delegation and growth fund would be carried forward as agreed.
- Business rates were overspent and this was related to underestimation for the financial year 2018-19 as detailed in the report.

Karen O'Connell read out an email that had been sent into Nottinghamshire's Chief Executive office.

A discussion was had around the Early Years underspend with the following questions and comments made: -

Karen O'Connell – where has the suggested 3p increase that is referred to in agenda item 3f come from?

Helen Atkins – There is a fundamental problem with how this funding is worked out

Karen Richards – School allocation does not work with nurseries, the Welsh assembly is by passing the LA with provisions being paid directly by the ESFA.

A more comprehensive system on how we project and model is required, and the additional hourly rate needs further discussion.

Laurence Jones advised that the allocation was still unconfirmed and this would only be confirmed in July. Some of the underspend was from other areas, £100k from D-catch was an example.

Sue Summerscales advised and confirmed that it's an accounting method with any underspend automatically going into the reserve. Once in the reserve, it can be used for any of the blocks within the DSG.

It was agreed that more work is required around the early years increase and a way forward to predict funded numbers.

This item will be brought back to the forum in September; papers to include what our statistical neighbours pay as their hourly rate and the amount paid to these LAs from the ESFA.

Marion Clay advised caution regarding the £1.4m underspend in the High Needs Block. The extra DfE money made this possible.

Marion Clay and Laurence Jones confirmed we have more tribunals, which are being lost. With increasing complaints and parental upset, numbers are difficult to predict and we need to be mindful that it's only period 2. Some places are costing as much as £250K

David Bell would like the 0.5% schools transfer given back to schools in 2019-20. If that means a deficit, then a small deficit can be recovered.

Finance officers advised that we are not allowed to re-determine budgets in year.

Marion Clay advised that the aim is to manage budgets so that we are not requesting another 0.5% transfer from the schools block in 2020-2021

RECOMMENDATION

That the Schools Forum:

1. Note the contents of this report – report was noted

3e – High Needs Block Forecast Outturn 2019-20

This paper was discussed while agenda item 3d was discussed, all that was left to action was the recommendation.

RECOMMENDATION

That the Schools Forum:

Note the contents of this report – report was noted

3f – Early Years Request for Use of DSG Reserve

Andrew Rossington left the meeting

This paper was discussed at the same time as agenda item 3d, all that was left to action was the recommendation.

RECOMMENDATION

That the Schools Forum:

- 1. Approves the carry forward of £0.144m of the DAF and Early Years Inclusion funding.

Votes for	Votes against	Abstentions
18	0	0

- 2. Supports the proposal to increase the hourly rate paid for 3 & 4 year olds entitlement by 3p per hour for 2019/20 subject to confirmation of the 2018/19 Early Years Block funding allocation and Secretary of State approval.

This point was suspended and item to be discussed at the September meeting once further work is carried out.

3g – Verbal update 2020-2021 School Funding Formula

Sue Summerscales informed the members that finance officers had attend the East Midlands Finance Officer Group (EMFOG) meeting where ESFA colleagues were in attendance.

Officers were advised that currently there is no information regards policy changes or when LAs will have information regards their funding allocation which is normally during July.

ESFA colleagues understand the work that needs to be carried out, such as the consultation process and school budget notifications but timelines may slip and there’s a possibility of passing legislation in order for this to happen.

Finance officers expected that other separate grants such as Teacher Pay Grant (TPG) would be rolled into the core funding but ESFA colleagues were unable to comment if this was the intention.

Sue Summerscales mentioned there was only a couple of factors that we may want to change these being sparsity, due to the unpredictability of the factor and the level of the minimum funding guarantee (MFG), and to consider having a minus MFG as schools have had a change in characterises but are being protected.

	<p>Claire Meese agreed that for very small schools the vulnerability was great, a small change to the budget had a huge impact.</p> <p>Fiona Jones asked that by not having the sparsity factor would Nottinghamshire be moving away from the National Funding Formula – Sue Summerscales confirmed it would.</p>							
<p>4.</p>	<p>Any Other Business</p> <p>Members requested an update regards district SENCOs Marion Clay informed members that a paper was going to committee next week regards the structure, and can do nothing until the outcome of the papers is known. Members were advised committee papers would be published Monday 17th July</p> <p>Pauline Corfield asked if there had been many expression of interest for the school hubs. Marion Clay advised that Linda Foster was looking into this, and that we have had more expression of interest that we have money for. The plan is for 3 mainstream and 2 special, school hubs.</p>							
<p>5.</p>	<p>Confidentiality</p> <p>No items were identified as confidential</p>							
<p>6.</p>	<p>Date and time of next meeting</p> <table border="1" data-bbox="204 1032 1257 1160"> <tr> <td>Thursday 19 September 2019</td> <td>2-4pm National Watersports Centre</td> </tr> <tr> <td>Thursday 7 November 2019</td> <td>2-4pm National Watersports Centre</td> </tr> <tr> <td>Thursday 5 December 2019</td> <td>2-4pm National Watersports Centre</td> </tr> </table>	Thursday 19 September 2019	2-4pm National Watersports Centre	Thursday 7 November 2019	2-4pm National Watersports Centre	Thursday 5 December 2019	2-4pm National Watersports Centre	
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