

**Meeting title:** Nottinghamshire Schools Forum  
**Date and time:** 19<sup>th</sup> September 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)
A	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
	Mr A Seymour	Academy Representative
	Ms A Hall	Academy Representative
	Mr D Bell	Academy Representative
	Dr Philip Smith	Academy Representative
	Mrs H Angus	Academy Representative
	Mr J MacDonald	Academy Representative
	Mr N Holmes	Academy Representative
A	Ms D Wigley	Special School Head Teacher
	Ms P Corfield	Academy Special School Head Teacher
	Ms A Williams	Governor Maintained Primary
A	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)
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 – 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
Mrs I Kakoullis	Group Manager – Early Childhood Services
Mrs T Gardner (Clerk)	Assistant Account, Children & Families Finance

1.	<p><b>Welcome</b></p> <p>Carlo welcomed all members to the meeting.</p>													
	<p><b>Apologies</b></p> <p>Apologies were received from Lynn Corner-Brown, Dawn Wigley, Colin Barnard, Joan Smalley, Claire Meese and Lorraine Maddison.</p>													
2.	<p><b>Minutes – 13<sup>th</sup> June 2019</b></p> <p><u>Page 2</u> action point – replying to a question previously asked by Ly Toom if there were less appeals – Laurence Jones advised that there was no change and the appeals remain static.</p> <p>Minutes approved as accurate and correct</p>	<b>ACTION</b>												
3.	<p><b>3a – Election of Chair and Vice Chair</b></p> <p><b>Chair</b> Karen O’Connell nominated Carlo Cuomo, Tony Colton and James MacDonald second the nomination.</p> <table border="1" data-bbox="204 824 1295 896"> <tr> <td>Votes for</td> <td>Votes against</td> <td>Abstentions</td> </tr> <tr> <td>17</td> <td>0</td> <td>0</td> </tr> </table> <p><b>Vice Chair</b> Carlo Cuomo nominated Helen Atkins, Karen O’Connell second the nomination.</p> <table border="1" data-bbox="204 1025 1295 1097"> <tr> <td>Votes for</td> <td>Votes against</td> <td>Abstentions</td> </tr> <tr> <td>16</td> <td>0</td> <td>0</td> </tr> </table> <p>Carlo Cuomo was happy to continue with the role of chair for another year but expressed a need for a succession plan for future members to take on this role. Carlo Cuomo asked that if any members were interested in the role as chair or vice chair for them to contact either himself or colleagues at Nottinghamshire County Council to discuss the role and a way forward.</p>	Votes for	Votes against	Abstentions	17	0	0	Votes for	Votes against	Abstentions	16	0	0	
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	<p><b>3b. School Forum Constitution</b></p> <p>Carlo Cuomo presented the paper. Karen O’Connell was aware that a new representative was required for forum and this would be talked about at the next early years consultation group.</p> <p>Helen Atkins questioned the term, and her understanding was that after 10 years, a member could stand again for nomination and a position on the forum.</p> <p>Marion advised that this was true between the 1<sup>st</sup> and 2<sup>nd</sup> term of 5 years. Toni Gardner advised the Nottinghamshire constitution states that any person who has been a member for 10 years or more must stand down.</p> <p>Karen Richards asked what the process would be if there was no-one willing to take on the position from the sector. Carlo Cuomo advised that we need to demonstrate a replacement had been sought, in order to be transparent and open, and asked when the next early years consultation group was. Karen Richards confirmed 16<sup>th</sup> October. Carlo Cuomo advised that after the meeting a further discussion was required with Nottinghamshire County Council.</p>													

	<p>Halina Angus referred to point 5 of the report and asked what general duties and retained duties are. Toni Gardner advised she would advise the forum members what these duties were. – Retained duties are statutory duties for LA's to action on behalf of all schools and the Local Authority receives around £1.7m</p> <p><b>RECOMMENDATION</b></p> <p><b>That the Schools Forum:</b></p> <p>Agrees the following: -</p> <p>1) More work and investigation required regarding the action that should take place in the event of a shift from one sector to another when we have full membership in place. Feedback to members at the next school forum meeting.</p> <table border="1" data-bbox="204 730 1294 801"> <thead> <tr> <th>Votes for</th> <th>Votes against</th> <th>Abstentions</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>2) All updated September 2018 documents be uploaded onto the public website.</p> <p>Agreed</p> <p>3) In line with the constitution term of office, LA and Early Years sector needs to appoint a new early year's representative.</p> <p>Point has been discussed, outcome from the early years consultation group on the 16<sup>th</sup> October needs communicated back, may need legal advice on this.</p>	Votes for	Votes against	Abstentions	17	0	0	<p><b>TG</b></p> <p><b>MC</b></p>
Votes for	Votes against	Abstentions						
17	0	0						
	<p><b>3c. Review of Schools Forum Membership</b></p> <p>Carlo Cuomo presented the paper.</p> <p>Sue Summerscales explained that paragraph 4 links in with the school forum constitution paper and recommendation 1, where pupil numbers indicate that we need to reduce our members by one for the primary maintained members and increase by one the academy members.</p> <p><b>RECOMMENDATION</b></p> <p><b>That the Schools Forum:</b></p> <p>1) Notes the content of the report. 2) Agrees to the membership as set out in paragraph 4 of the report.</p> <p>Reported was noted and agreed</p>							

### 3d. DSG Budget Monitoring

Sue Summerscales presented the paper and explained this was the first paper bought to forum to show monitoring of the whole Dedicated School Grant.

Explained the table on page 2.

Schools' block is always shown as fully spent as all of this is delegated.

High Needs' block has a predicted overspend, mainly due to pupils with EHCPs, the LA have recently received a new package that will cost £167k for the remainder of this financial year and top up recoupment from other LA's has also placed a further pressure on the High Needs by £165k.

Early years block is predicting an underspend, this is based on the current trend where we are seeing a large dip in numbers during the autumn term compared to January numbers which are used by the ESFA to allocate this funding block out to authorities.

Central Services block is predicting on overspend, due to the education psychology service, a budget that the LA have not been allowed to increase since 2013.

Increase is due to inflation, officers have looked to cover this from other areas within the central block, however there are no underspends to do this.

Sue Summerscales explained the table on page 3, and what was meant by the term 'un-ringfenced' – There is additional reserve as detailed in point 11 of the paper, this being the 'growth fund' which was ringfenced by Forum Members for basic need growth and new schools.

Andy Seymour requested clarification on paragraph 11 as it read as though funding would be allocated on general increase - 'in year changes to pupil numbers that schools would not otherwise receive funding for'

Sue Summerscales confirmed this was not general increase but basic need growth, thanked Andy Seymour for requesting clarification and wording to be made clearer and to clarify this is basic need growth in numbers.

Fiona Jones asked when we would know about the National Funding Formula.

Sue Summerscales advised members that following the Chancellors statement we know the following: -

An increase in the minimum per pupil amount, with a consultation out currently for this to be mandatory, closing date for this is 22<sup>nd</sup> October.

Funding floor is at 1.84%, unit values up by 4%, and removal of the gains cap.

Mobility in the past has been allocated on historic spend for 2020-21 this will be formula based, though we currently do not know the details of the formula used.

Funding floor of 1% over 2 years has been taking out and the minimum funding guarantee (MFG) set between 0.5% to 1.84%, which means that we can not set a negative MFG.

Teacher pay grant and teachers' pension employer contributions will continue to be paid separately.

Local Authorities should receive the Authority Proforma Tool (APT) and their allocations early October. Officers have recently attended a regional finance meeting and other than the above there is no more information.

Carlo Cuomo asked if due to timing, should the November meeting be moved?

Sue Summerscales advised this is dependent on when in October the information is out to Local Authorities. The deadline for APT submission is 21<sup>st</sup> January 2020 including political approval.

Last year there was a working group that looked at the formula on behalf of the Forum to narrow down options. Consultation questions and modelling could then be bought to the November meeting, with recommendations to take place in December.

A request to be part of the working group was made to member.

Carlo Cuomo suggested we push back the December meeting to around 14<sup>th</sup> December. It was agreed to further discuss this at the November meeting when the National Funding Formula will have been calculated and we have a better idea of time scale.

Sue Summerscales mentioned that though there's no gains cap in the National Funding Formula, the Local Funding Formula can still use this factor, and may be used for affordability purposes.

## **RECOMMENDATION**

### **That the Schools Forum:**

1. That the Schools Forum notes the content of the report.

Report was noted, with a November agenda point to look at date of December meeting.

#### **Working group: -**

Fiona Jones  
Anne Hall  
James MacDonald  
Ben Waldram  
Pauline Corfield

Laurence Jones updated the members on the current High Needs position, that there are very few places left with special schools full. We have saturated all the useable IM places in Nottinghamshire and are having to look at out of county places.

The forecast was for 7 new education starters in September, we currently have 18. The year on year increase is at 12%.

Carlo Cuomo thanked Laurence and all information is welcoming.

Sue Summerscales informed the members of what we currently know regards the High Needs Block for 2020/21.

Funding floor is set at 8%, with the gains now capped at 17%.

In 2019/20 Nottinghamshire was capped, the cap then was at 6%, with the cap raised we could hope for at least an additional £2.4m but we would need to see how this flows through as allocations to Local Authorities have not yet been confirmed.

### **3e – Early Years DSG Funding Proposals**

Irene Kakoullis presented the paper and explained that the Early Years Block has had an underspend for the past two years and following a meeting with other LA officers and members of the early years consultation group to understand how the underspend has come about, this being mainly due to a dip in October numbers compared to numbers in the January, January numbers being what is used for funding purposes.

Initially the early years members made a recommendation to increase the hourly rate in 2019-20 by 10p, which was turned down as the amount is not appropriate due to the pressures, we currently have on the High Needs Block and offered an increase of 5p per hour.

Irene Kakoullis talked through point 7 and 8 of the paper, regards DAF and deprivation funding.

NCC and the sector are working hard to increase the current take up of DAF, Carlo Cuomo acknowledged the take up being so low and asked what the reasons could be.

Karen Richards explained there could be an element of stigma, settings don't feel the amount is enough, and new settings are not aware of the funding pot. A lot of work is being done with the sector to address this.

Irene Kakoullis explained the £615 termly DAF allocation is a national set amount.

Nottinghamshire does not perform well with take up on the 2 years old and the 75% take up is static.

Irene Kakoullis drew attention to the table on page 4 and highlighted that Nottinghamshire's supplements funding is lower than all statistical neighbours

Karen O'Connell explained that in 2018-19 the early years sector agreed to take a drop in the hourly rate by 1p, the decision was reversed in year following the underspend outcome and the hourly rate was put back up by a 1p.

The Early Years Block has placed over £2m in reserves over the last two years, the 3p increase to the hourly rate was first mentioned at the June meeting with a decision to suspend the vote in order to understand the reason for only a 3p increase to the rate.

Karen O'Connell as a sector we are grateful for the offer of 3p and 5p, grateful that the central spend is kept at a minimal but cannot understand why the 10p increase can not be given, the early years block is not for propping up the High Needs Block. Schools have transferred 0.5% of their block for the past two years, if Early Years was to use this percentage it would only amount to £250,000 per year based on a £50m budget, it's not equitable that £2m of early years is used for High Needs.

Colin Pettigrew advised members that considerable consideration would be given based on the recommendation made by forum for an increase over 5p.

Karen O'Connell requests a 10p increase on the hourly rate for 2019-20 making the hourly rate for PVI's £4.27, and for 2020/21 either a 7 or 10p increase on the current £4.17 rate with the understanding this may be reduced in coming years for unforeseen circumstances or if changes in funding occur.

David Bell requested clarification that the High Needs Block currently has a reserve of £1.7m. Sue Summerscales confirmed currently this was correct.

## RECOMMENDATIONS

### That the Schools Forum:

1. Approves the in-principle proposal to increase the basic hourly rate for 3- and 4-year olds for 2019-20 by £0.05, backdated to 1 April 2019. This would be subject to approval by the SOS (paragraph24 above).

Votes for	Votes against	Abstentions
0	16	1

Carlo Cuomo asked members do we recommend in-principle to increase the basic hourly rate by 10p backdated to 1<sup>st</sup> April 2019, this is for 19-20 financial year.

Votes for	Votes against	Abstentions
15	0	2

Carlo Cuomo confirmed forum members support an increase of 10p per hour on the current hourly rate and for this to go back to Nottinghamshire County Council. David Bell asked who in the Council would make the decision regards the 10p. Colin Pettigrew advised this would be a political decision, members have on all but one occasion followed school forum recommendations. The increase is not a risk to Nottinghamshire County Council but to schools.

2. Consider and agree the initial proposed questions to be included in the consultation for early years funding rates for 2020-21.

Question a

A discussion was had around the base rate and the need to make question (a) on page 5 clearer.

Ly Toom and Karen O’Connell recommend instead of stating the increase amount to insert the rate specifying an increase of £4.17 to £4.27

A vote was taken to make this change

Votes for	Votes against	Abstentions
16	0	1

A vote was taking for all the other proposed consultation questions and the wording used.

Question b

Votes for	Votes against	Abstentions
17	0	0

Question c

Votes for	Votes against	Abstentions
17	0	0

Question d/e

Votes for	Votes against	Abstentions
17	0	0

Marion Clay reminded forum members that the 2-year-old pot had overspent by £64k and we would need to cover this overspend first

3. To note the change to the number of weeks that Schools and Academies funded will funded on and the corresponding change to the hourly rates received.

All 17 members noted the change.

Colin Pettigrew thanked Karen O’Connell for her commitment for the many years. The sector has been represented well. Karen O’Connell was able to achieve this thanks to the finance team and the information the department supplied and the transparent and open way the Nottinghamshire forum works.

Karen O’Connell recognised the finance team had provided information transparently for the Schools Forum.

**3f – 2020/21 Consultation proposals - verbal update**

This had been covered earlier in the meeting under agenda item 3d.

4.	<p><b>Any Other Business</b></p> <p>There was no other business</p>																
5.	<p><b>Confidentiality</b></p> <p>No items were identified as confidential</p>																
6.	<p><b>Date and time of next meeting</b></p> <table border="1" data-bbox="204 448 1286 622"> <tr> <td>Thursday 7 November 2019</td> <td>2-4pm</td> <td>Welbeck Hall, West Bridgford NG2 7QW</td> </tr> <tr> <td>Thursday 12 December 2019</td> <td>2-4pm</td> <td>Welbeck Hall, West Bridgford NG2 7QW</td> </tr> <tr> <td>Thursday 9 January 2020</td> <td>2-4pm</td> <td>Welbeck Hall, West Bridgford NG2 7QW</td> </tr> <tr> <td>Thursday 27 February 2020</td> <td>2-4pm</td> <td>Welbeck Hall, West Bridgford NG2 7QW</td> </tr> <tr> <td>Thursday 18 June 2020</td> <td>2-4pm</td> <td>Welbeck Hall, West Bridgford NG2 7QW</td> </tr> </table>	Thursday 7 November 2019	2-4pm	Welbeck Hall, West Bridgford NG2 7QW	Thursday 12 December 2019	2-4pm	Welbeck Hall, West Bridgford NG2 7QW	Thursday 9 January 2020	2-4pm	Welbeck Hall, West Bridgford NG2 7QW	Thursday 27 February 2020	2-4pm	Welbeck Hall, West Bridgford NG2 7QW	Thursday 18 June 2020	2-4pm	Welbeck Hall, West Bridgford NG2 7QW	
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