

MINUTES	MEETING:	Rotherham Schools Forum
	DATE:	Friday 18th January 2019
	VENUE:	Meeting Room 1 (Wing B) – Floor 4, Riverside House
	CHAIR:	Deborah Ball (Treeton CofE Primary)
	NOTE TAKER:	Georgia Oxley

ATTENDANCE & APOLOGIES

In Attendance;

Deborah Ball – Chair (Academy)
Jon Stonehouse – DCS (RMBC)
Nevine Towers – DSAT
Chris Harris - Wickersley Partnership Trust
Steve Scott – PVI Rep
Aileen Chambers – Early Years (RMBC)
Pepe Di’lasio - Assistant Director, Education (RMBC)
David Naisbitt – Oakwood High School (Academy)
Dean Fenton – Head of Service (RMBC)
Paul Silvester – Newman Special School (Maintained)
Neil Hardwick – Head of Finance (RMBC)
Vera Njelic – Finance (RMBC)
Phil Davis – Wingfield School (Academy)
Peter Gerrard – Nursery Schools (Maintained)
Andy Krabbendam – KPI & Harthill Primary (EHT Maintained)
Dom Curran – Aston Academy (Academy)
Lynne Pepper – Herringthorpe Infant School (Maintained)
Kirsrtly Peart, Sitwell Infant School (Maintained)
Christina Hill – GMB Rep

Apologies;

Alan Richards – Secondary Governors
Peter Haynes - Woods Woods Academy Trust
Helen Simpson – Ferham Primary School
Steven Rhodes – Winterhill School
Paula Dobbin - Redscope Primary School

ITEM	TITLE	ACTION
1	Apologies for absence	
	Apologies noted above.	
2	Register of Interests	
	No register of interests were declare.	
3	Minutes of the School Forum meeting held on 9th November 2018	
	The minutes of the previous meeting of the Rotherham Schools Forum, held on 9th November 2018, were approved as true and accurate record.	
4	Matters Arising	
	None.	
5	Constitution	Deborah Ball
	<p>The new model was discussed and agreed at the last Schools Forum meeting. The new proposal was sent to all Rotherham Schools, however only 5 schools replied to confirm they were in favour. 3 out of the 5 have also put themselves forward as representatives for Schools Forum.</p> <p>The Chair advised she would like to look at the representatives from schools and ensure as many colleagues as possible are engaging with the process as it is felt this isn't currently happening.</p> <p>Unions are invited to attend each meeting; however they only have observer rights and cannot be included in any votes.</p> <p>It was queried if Laura Read is still the College representative. Pepe offered to follow this up and advise Deborah.</p> <p>School Forum representatives agreed the new model – no objections were raised.</p> <p>Clarification from the DfE is being sought regarding School Business Mangers (SBM) representation at this meeting. It is thought if a Headteacher nominates a SBM they do have voting rights, however if they attend as a SBM they would not have voting rights. Neil/Deborah will update the group once they have guidance/clarification from the DfE.</p>	<p>Pepe Di'lasio</p> <p>Neil Hardwick /Deborah Ball</p>
6	Final 2019/20 school funding formula	Vera Njelic & Neil Hardwick
	<p>Apologies were given for the delay sharing the papers for today's meeting. It was confirmed for future meetings this would be organised by Committee Services.</p> <p>The DfE issued the final version of the Authority Pro-forma Tool (APT)</p>	

to Local Authorities, with the autumn 2018 pupil census information shortly before Christmas. The local authority has until 21st January 2019 to submit the final version back to the Department for Education.

In October 2018 the local authority sought consultation with schools, academies and Schools Forum on the local funding formula decisions. This will be used against the High Needs Block (HNB) and doesn't include Nursery Schools or Colleges.

Vera spoke to the paper (2019/20 Dedicated Schools Grant) which was circulated with the minutes (attached again for information).

As agreed at the Schools Forum meeting on the 9th November 2018 a request to transfer 1.5% from the school block to the high needs block was submitted to the Secretary of State on the 30th November 2018. If this request does not gain approval 0.5% will be transferred, therefore the local authority has completed 2 versions of the Authority Pro-forma Tool (APT).

Table 2 within the document shows 'Successful Disapplication request to transfer 1.5%'. Table 3 shows 'Unsuccessful Disapplication request - transfer 0.5%' both of which show comparisons to last year.

Neil spoke to the Annex A document relating to the funding formula proposals

It was confirmed all schools will be protected to a minimum of 0.5% per pupil. Option 2 of the proposal caps funding where schools would be gaining more.

A question was asked regarding the disapplication, if it was agreed to be the 1.5% option will this be requested next year and each year going forward.

Vera confirmed they are not sure if this would be an option. The 1.5% is a one year agreement.

The aim is to develop a long term plan to address this issue and plan for the future in a way that is open and transparent to all.

Vera explained the funding in table 6 for the Central Schools Block allocation and the group agreed with the comments.

The Teachers pay grant will continue in academic year 2019 to 2020.

Pupil premium will continue at the current per-pupil rates for the 2019 to 2020 financial year.

The grant for universal infant free school meals (UIFSM) continues at a meal rate of £2.30 for the 2019 to 2020 academic year.

Year 7 catch-up premium continues in financial year 2019 to 2020.

The Teacher's pension rate is to increase from September 2019, the DfE issued consultation on this which closes 12th February 2019.

7	Mid-year update on DSG position	Vera Njelic & Neil Hardwick
	<p>Neil presented this item to give an overview on pressures brought forward and spoke to the DSG 2018/19 – Mid Year Update Report.</p> <p>Neil confirmed that work is underway to review the High Needs and Early Years Blocks to improve the budget estimates for future years.</p> <p>No questions or comments were raised.</p>	
8	Update on HNB 2018/19 Forecast & 2019/20 budget setting	Vera Njelic & Neil Hardwick
	<p>The High Needs Block (HNB) is £31.2m and is under pressure due to the increasing numbers of children in specialist provision.</p> <p>The forecast at end of December shows an overspend of £4.9m.</p> <p>The main areas of increased spend are; Special School Places Top Up Funding Out of Authority Placements (OoA)</p> <p>A short term solutions for the HNB pressure is the disapplication process, the High Needs Sub Group will be working with Finance to look at different option to help generate efficiencies.</p> <p>The Strategy will recommend a review of inclusion services to ensure they are value for money, high quality and appropriate to meet demand.</p> <p>Additional areas to be monitored and reviewed to control expenditure include:</p> <ul style="list-style-type: none"> • Utilise all existing placements in the borough • Review Top Up arrangements • Final approval through the AD Commissioning and Performance for all additional funding requests • Strengthen parent and carer knowledge and the offer from available and suitable Rotherham provision in the early stages of the Education, Health and Care Plan process to minimise out of authority parental preference. • To continue to work with schools to maintain pupils in mainstream settings wherever possible. <p>The DfE have recently undertaken a consultation with proposals to implement closure monitoring of the Dedicated School Grant for those councils with a DSG deficit with proposals that councils with a DSG deficit should have a recovery plan to remove the deficit within 3 years and in those cases where this is not possible to operate within the annual DSG allocation within 3 years. The consultation is linked to a significant number of councils now having an overall DSG deficit due to the financial pressures in the High Needs Block with lobbying for additional monies to be provided to councils to reflect the demands for High Needs provision. Neil confirmed the DfE have</p>	

	<p>acknowledged this will be harder for some councils to remove the deficit in the next 3 years.</p> <p>It was acknowledge that the council is now in a more positive place to give this area of work the focus it requires. This is a common issue across councils and this will need to be looked at sub regionally to get a better idea where we are. Any future plans and strategies will be reported at the new Rotherham Education Strategic Partnership (RESP) board.</p> <p>A question was raised if it was possible to use funding from other places in the system to help clear the deficit. It was confirmed there is no funding in the system to allow this kind of flexibility. The council need to be able to demonstrate to the DfE that there is a credible plan going forward.</p>	
9	Feedback from sub-groups	Paul Silvester
	<p>Sub groups have always been set up however work needs to be done to review the TORs and agree Chairs for each sub group going forward.</p> <p>To confirm, one of the sub groups (High Needs Sub Group) have met twice since the last Schools Forum meeting. 11th December 2018 and 14th January 2019. The group has been set up for a while but the meeting has now been tightened up and it is evidencing work is being done as a team and it is now being captured.</p> <p>Feedback from each sub group should become a standing item on the Schools Forum agenda</p> <p>Attendees of the High needs sub group are; Deborah Ball - HT, Academy Primary Vera Njegic - RMBC Finance Jenny Lingrell - RMBC Neil Hardwick - RMBC Paul Silvester - HT, Special School Paula Dobbin - HT, Primary Pepe Di'Lasio - HT Secondary and RMBC</p> <p>A TOR for this sub group has now been created. If anyone from Schools Forum was interested in attending they were asked to speak to Paul after the meeting.</p> <p>The Finance Sub Group is to be reviewed and the last meeting was held at Treeton Primary School before the schools broke up for Christmas. It was agreed this sub group cannot work in isolation and this meeting wouldn't just be about numbers. It was decided there should be a representative from a Primary, Secondary and Special school. It was also felt that SBM's would be a useful resource and most welcome to attend this meeting.</p> <p>Action – Pepe agreed to speak to Laura Redmile (a secondary SBM) to ask if she has the capacity to become a representative</p>	

	<p>at this sub group meeting.</p> <p>Vera agreed she would look to set up dates/times for 2019 for this sub group to meet and will circulate to the members.</p> <p>To ensure information/feedback from the Schools Forum is cascaded to all schools and Headteacher it was agreed this should become an agenda item at the Primary, Secondary and Special Headteacher meetings.</p>	
10	2019/20 Early Years Funding	Aileen Chambers
	<p>Aileen confirmed this paper is brought annually to the Schools Forum meeting for information and to get approval from members to approve the Early Years hourly rate and spend.</p> <p>It was confirmed the Early Years block funding is delivered through the national funding formula and every Local Authority is allocated a funding block.</p> <p>The Local Authority is required to bring any changes to this to the School Forum.</p> <p>It is proposed to allocate approximately 2% of the 3 / 4 year allocation to the deprivation supplement.</p> <p>It is proposed to retain 5% of the 3 / 4 year old funding to contribute towards central costs.</p> <p>The Inclusion Support Grant to continue at current levels, with a full review of the Inclusion Support Funding to be undertaken early in the new financial year. A contribution from the High Needs Block to continue in 2019/20.</p> <p>It was confirmed that the 5% that is retained centrally doesn't cover the cost of the service so this funding could not be released to contribute to other early years costs.</p> <p>The Nursery Schools were then discussed and continuation of the subsidy towards these education provisions. The work Peter Gerrard carries out is valued by all, not knowing if the funding/budget will be there is a hard work and Peter deals with this really well.</p> <p>There were no objections to the 2019/20 Early Years Funding.</p>	
11	Forward plan	All
	<p>It was agreed once the subgroups are set up and have established how often they should meet this will help formulate a plan and will be in a better position to feedback at the next meeting. It was agreed each subgroup should meet a minimum of 3 times throughout the year and that the integrity of each group must be maintained.</p> <p>Members confirmed they are happy with the current stakeholder's</p>	

	<p>representation.</p> <p>Forward planning/Actions; Continue to improve communications to reach next level of staff/stakeholders Schools Forum minutes to be share with all RMBC Schools via the 'Schools-All' email distribution list. The Schools Forum email list to be reviewed to ensure that it is up to date. A document is to be created to show representation for the Schools Forum and the sub-groups.</p> <p>It was reiterated this is a public meeting and anyone is welcome at the meetings.</p>	
12	Any other business	All
	Vera agreed she would send an email to School Forum members once the outcome of disapplication request has been processed.	
13	Dates of future Schools Forum meetings;	
	<p>Friday, 5th April, 2019 8.30 – 10.30 am Rockingham Professional Development Centre</p> <p>Friday, 21st June 2019, 8.30 – 10.30 am Rockingham Professional Development Centre</p> <p>Action - Georgia to ensure Rockingham PDC has been booked for the future meetings.</p>	