



Minutes of the meeting held on Wednesday 17th September 2014
Wellington Suite, Tollbar Conference Centre

Present: David Hampson (DH) (Chair) Cllr Ros James (RJ)
 Gillian Kendall(GKe) Paul Cordy (PC)
 George Krawiec (GKr) David Kirven (DK)
 Jane Aukett (JA) Alex Allenby (AA)
 Trevor Wray (TW) Nigel Woodworth (NW)
 Chris Penzor (CP) Jacquie Jennissen-Green
 Louise Wilson (LW) (Unison)
 Karl Gabbittas (KG) Kim Stevens (Minutes)
 Kim Leach (KL)
 Elaine Davies (ED)

In attendance: Steve Kay (SK) (for items 21/14
 - 28/14)
 Angie Kershaw (AK) (for items
 21/14 - 25/14)

Apologies: Simon Overal (SO), Lorna Pendred (LP)

		Action
22/14	<p>Minutes and matters arising of the meeting held on the 25th June 2014 Item 12/14 Early Years Hourly Rates – DK updated that a meeting will be held in October to discuss, along with consistency of funding.</p> <p>The minutes of the meeting were received and proposed as an accurate record by GKe and seconded by JA.</p>	
23/14	<p>Update on Schools Forum Vacancies Review of membership undertaken by PC. Louise Wilson has joined the Forum, replacing Ann Addison as a Secondary Academy Rep. A Primary Academy Rep is still needed – please let PC have any suggestions.</p>	

24/14	<p>Updated Schools Funding Contingency Procedures</p> <ul style="list-style-type: none"> Growth in PAN Allocation Contingency Procedures <i>The purpose of this note is to recommend, subject to any comments Schools Forum may have, an updated procedure to be adopted in accessing additional funding where the LA requests a maintained or academy primary or secondary school to increase its PAN and this results in additional pupil numbers over and above those funded at the previous count. This procedure is being revised following the discussion on this item at the last schools forum in respect of the need to ensure that the limited resources are used where needed most, that is they are not distributed to schools who can afford the additional costs through their retained or predicted in year surpluses.</i> <p>The following Criteria has been added</p> <p>Schools must be able to demonstrate that they are unable to fund the request themselves. Where the school is maintained reference will be made to the school budget plan, where the school is an academy evidence such as system management accounts showing the projected outturn position and reserves position will be required as a minimum.</p> <p>Recommendation</p> <p>We would request Schools Forum to approve the above revised procedure in respect of the eligibility criteria to access this new growth fund.</p> <p>We would also recommend that this procedure is reviewed in 12 months at the latest.</p> <p>Members agreed unanimously to take this forward.</p> <ul style="list-style-type: none"> Falling Rolls Fund Contingency Procedure <i>The purpose of this note is to recommend, subject to any comments Schools Forum may have, an updated procedure to be adopted in accessing additional funding where a school is experiencing falling rolls but where local planning data shows the surplus places will be required in the near future. This procedure is being revised following the discussion on this item at the last schools forum in respect of the need to ensure that the limited resources are used where needed most, that is are not distributed to schools who can afford the additional costs through their retained or predicted in year surpluses.</i> 	
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25/14	<p>The following Criteria has been added</p> <p>Schools must be able to demonstrate that they are unable to fund the request themselves. Where the school is maintained reference will be made to the school budget plan, where the school is an academy evidence such as system management accounts showing the projected outturn position and reserves position will be required as a minimum.</p> <p>Recommendation</p> <p>We would request Schools Forum to approve the above revised procedure in respect of the eligibility criteria to access this falling rolls fund.</p> <p>We would also recommend that this procedure is reviewed in 12 months at the latest.</p> <p>Members agreed unanimously to take this forward.</p> <p>Post 16 High Needs Funding – Angie Kershaw</p> <p><i>From April 2013, Local Authorities became responsible for commissioning educational provision for all children and young people with Special Educational Needs (SEN) up to the age of 25 years. Previously this responsibility ended at 19 years old or when the young person left school.</i></p> <p><i>This report seeks to inform the Schools Forum of current issues, advise of the challenges ahead and highlight the plans in place for the future.</i></p> <p>Recommendation</p> <p>It is proposed that NELC adopts a commissioning approach by assessing need and developing costed specifications rather than responding, on an individual basis to requests from FE providers and schools.</p> <p>It is recommended that NELC works with regional colleagues to develop a formula to be used to calculate the budget which will be attached to a post 16 High Needs Learner. It is intended that a draft proposal is available in October for consultation with stakeholders with a view to having an operational formula by the end of the autumn term.</p> <p>It is also proposed that NELC adopts 600 hours of provision per learner as its 'Local Offer'. This is in line with other Fe provision. Where an increased level of activity is required, for social or care reasons, it is proposed that the young person's personal budget is</p>	
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26/14	<p>used to purchase provision which can be incorporated into the overall Education, Health and Care Plan.</p> <p>The proposal will also include the intention to only allocate High Needs education funding for those learners who have demonstrated, through attainment results, an ability to make sufficient progress and benefit from continued education. * Those young people who do not qualify for on-going education funding will be supported into adulthood by programmes to develop skills for life and independence funded by their personal budgets allocated from Adult Social Care.</p> <p>Action: * Wording in the last paragraph needs to be clearer that this relates to 19-25yr olds – AK to update</p> <p>Action: Regional colleagues draft proposal to be brought back to the Schools Forum meeting in December (TW requested that all 6th Form providers are engaged)</p> <p>Action: Forum to support this work and any comments to be sent to Angie Kershaw</p> <p>2015 – 16 Schools Funding Formula</p> <p><i>The purpose of this report is to provide members of the Schools Forum with information in respect of the 2015-16 Schools Funding arrangements.</i></p> <p>Recommendations</p> <p>This report is noted</p> <p>Schools Forum agrees with the proposed approach, and Schools Forum agree to the establishment of a small working party to work with officers to review 2015 -16 Schools Funding Formula to be adopted to permit this to be submitted as per the deadline.</p> <p>Action: Working Party to meet on Friday 19th September, 10am at Tollbar, to discuss issues raised – Elaine Davies to become the secondary rep</p> <p>Action: Schools Forum approval for centrally retained and delegated funding remains and needs to be voted on by the eligible members – this item to be on the Agenda for the meeting in December</p>	<p>AK</p> <p>AK</p> <p>DK</p> <p>DK</p>
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	<p>Schools Forum to confirm they agree with the proposed approach GKr proposed to take this forward This was seconded by JA 1 vote against and 1 abstention</p> <p>27/14 2013-14 Dedicated Schools Grant (DSG) Underspend & Contingency Balance</p> <p>The purpose of this report is to advise School Forum members on the 2013-14 DSG outturn position and overall contingency balance.</p> <p>Recommendations</p> <p>It is recommended that:</p> <ol style="list-style-type: none"> 1. Schools Forum note the 2013-14 DSG outturn position 2. Schools Forum note the actions to be taken in respect of the EY hourly rate review 3. Schools Forum support the revisions to the future years SEN Plan to reflect an income target in respect of the BAC's and the release of the SEN contingency. That any issues such as shortfall income will be addressed in the following financial year 4. Schools Forum support the application to the Secretary of State to make a one-off payment to schools 5. Schools Forum consider other one off funding proposals to support education based activities <p>GKr proposed to take points 1-4 forward This was seconded by KL Motion carried</p>	
28/14	<p>DSG Request for Funding – Steve Kay</p> <p><i>The following information provides details regarding the request for funding to be allocated to NELC Children's Centres as follows:</i></p> <ul style="list-style-type: none"> • £250,000 per annum for the next 2 years • Funding will be used to part fund the work of 22 whole time equivalent Community Play Development Workers (CPDW) which currently costs £450,000 in salaries • Prior to the end of the funding period an evaluation will be carried out to measure the impact of the work carried out by the CPDW and the effectiveness of closer, targeted work undertaken in partnership with schools. A report will be produced for the Schools Forum with options for the future. 	

	<p>GKr proposed to take this forward This was seconded by JA All in favour for funding to be agreed</p> <p>29/14 DfE Consultations Submitted</p> <ul style="list-style-type: none"> • Early years Pupil Premium and Funding for Two Year Olds <p>DK advised the Council had responded to this consultation. The main proposals were around introducing an early years pupil premium to be paid at a rate of £0.53p per hour which would be passported in full to providers. LAs would not be allowed to retain any funding centrally. The other proposal was to move to a participation based funding basis for 2 year olds as opposed to the current estimates in place now.</p> <ul style="list-style-type: none"> • School and Early Years Finance (England) Regulations 2014 <p>DK advised that this consultation is still live with a deadline of 17th October 2014. Much of the its content had been covered in Agenda Item 26/14.</p> <p>30/14 Any other business None</p> <p>31/14 Date and time of next meeting Tuesday 9th December, 1.00 – 3.00 Wellington Suite, Tollbar Conference Centre</p> <p>Items for discussion</p> <ul style="list-style-type: none"> • 2015-16 Schools Funding Formula • Approval of centrally retained and delegated / de-delegated expenditure • Approval of the Scheme for financing schools & Schools Financial Procedural Rates (maintained reps only are permitted to vote) 	
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