

**DERBYSHIRE COUNTY COUNCIL**  
**DERBYSHIRE SCHOOLS' FORUM**  
**Minutes of the Meeting Held on 17<sup>th</sup> October 2013**  
**at 6.00 pm at County Hall**

**Present:**

David Baker, Julie Bloor, Peter Hamer, Atholl Donaldson, Peter Thorne, Barry Thacker, Martin Brader, Lindsey Partridge, Lesley Hartley, Andrew Cartledge, Simon Beardall, Philip Sunderland, Linda Du-Roe, Penny Pennington, Lee Floyd, Angela Colmar, Karen Hudson, John Crofts, Chris Wayment

**Substitutes:**

D Turner, Ian Robinson

**Observers**

Cllr Jim Coyle, Andrew Wingard

**Officers/Others**

Chris Allcock, Mary Murkin, Karen Gurney, Ruth Lane, Mel Meggs, Andy Callow, Les Biggs

**Apologies**

Mike Davison, Joe Birkin, Julie Cadman, Paul Mason, Andrew Wild, John Partington, Cathy Tattersfield, Cllr Kevin Gillott, Cllr Damien Greenhalgh, Chris Tilley, Ian Thomas.

Martin Brader chaired the meeting.

Chris Allcock confirmed that the meeting was quorate.

**13/27 Apologies**

Chris Allcock read out the apologies and no further ones were received from the floor.

**13/28 Minutes of the previous meeting – 19<sup>th</sup> June 2013**

The missing apologies noted in the minutes were established to be for Karen Hudson.

Chris Allcock apologised that he didn't manage to get the papers out for this meeting two weeks in advance but would endeavour to get future sets out earlier whenever practicable. He also confirmed that it had been decided not to arrange a special session for secondary schools on the formula changes for 2014-15 as the proposed changes were marginal.

**13/29 Schools' Management Information System**

Andy Callow (Head of CAYA ICT) presented a paper to provide information about a future change in relation to the Management Information System (MIS) and update the Forum on the procurement progress.

Primary schools have been using a MIS system called 'Facility' since 2005. A contract extension for 'Facility' has been agreed whilst the procurement of a new MIS system can take place, however this has involved a price increase. Cabinet have agreed that the additional charges will be funded by the Council until 31<sup>st</sup> August 2014; thereafter

additional charges will be passed onto schools which are estimated to be in the range £150 - £500 per school, the increase depending on each school's NOR.

The procurement document is nearing completion and it is anticipated the tender exercise will be concluded in summer 2014; a transition period of 12-18 months will then be required to migrate all schools onto the new system.

Linda Du-Roe asked when the 'Facility' contract had been extended to. Andy Callow replied until 2016 and the increase in cost was for the existing system. The new system was likely to cost more. Linda Du-Roe enquired whether during transition the cost of two systems would be incurred. Andy Callow confirmed this was the case but that Forum had previously agreed to set money aside to cover the costs of the transition process and that it was hoped that any incidents of dual payment would be minimised.

Forum agreed to note the report.

### **13/30 Implementation of Single Status in Schools**

Les Biggs (HR) outlined the briefing paper. He wished to thank all Headteachers and Governors who had attended the slotting and matching briefing and training sessions and for returning their decisions within the timescale asked. The Trade Unions are currently considering the 'Offer' at local and regional level and also consulting their membership. The outcomes of these consultations will determine whether the LA has a collective agreement with the Trade Unions, or if it will be necessary to undertake a variation to contract process.

Les detailed the key dates in the briefing document culminating in implementation on 1<sup>st</sup> March 2014.

Chris Allcock confirmed that the £4.5m set aside for the impact of single status would be distributed to schools from April 2014. However, the funding would be delegated via the funding formula and therefore could not be targeted at individual schools in line with increased costs.

Lee Floyd asked that if a reduction in staffing costs is incurred, would the budget allocation be reduced too. Chris Allcock replied this was not the case. Lee asked why were schools not advised of the new pay grades and attached salary amounts when undertaking the slotting and matching process. Les replied that the process had to be objective and the contents of an individual's job description had to be matched with the appropriate new grade job description. It shouldn't be a case of an individual's salary being matched with the new grade salary. This was exactly the same process as the LA went through when grading staff under single status. Lee emphasised that schools have no idea of the effect this process will have on individual salaries. Les confirmed that some jobs will lose pay and others will gain. He re-assured the Forum that the LA had been objective during this process.

A Forum member asked if the offer letter to employees will state the grade and scale point; Les confirmed that this would be the case.

A Forum member indicated that after the recent briefings any additional hours agreed for TA's will be non-contact hours and it would have been useful for schools to have known that before now. Les replied that full-time equivalent hours will be maintained in the contract offer. Current contract hours relate to contact time, schools have advised

that most TA's are already working hours in addition to the current contract time. New posts advertised after 1<sup>st</sup> March 2014 can be offered as contact or non-contact hours. The view was repeated that it would have been useful for schools to have known this in advance; Les accepted this point.

Details of the appeals procedure timescales were requested, but Les was unable to give details and specific dates as they haven't been negotiated with the Trade Unions yet. A Forum member asked whether Headteachers and Governors can appeal as well as individuals. Les replied that he would envisage it would be for individuals only but it hasn't been finalised yet.

Linda Du-Roe wished to re-emphasise that schools had not been told in advance that the extra hours had to be non-contact time. Les replied that Headteachers are responsible for directing staff in school and Headteachers have been saying that TA's do other things outside contact time and the new TA Framework takes account of duties TA's and headteachers have said currently perform over and above their contracted hours. Headteachers will need to discuss with TA's what duties they need to perform in the future.

The view was expressed from the floor that Headteachers will presumably need to be mindful of Teachers' PPA time compared with TA's preparation time. Les replied that yes they will but that Teachers and Support Staff are employed under different frameworks and conditions of service.

A Forum member asked that if TA's already have non-contact time, what are schools going to do with the extra hours to maintain full-time equivalents. Les replied that the LA cannot legislate for differences in individual schools. He explained that if previously full-time equated to 32.5 hours then it must be right that TA's are offered full-time at 37 hours. TA resources will be much more flexible than previously.

A Trade Union representative explained that a regional analysis had been undertaken which showed that the cost of goodwill given by TA's over the last 30 years in terms of unpaid non-contact hours ran into many millions of pounds. TA's have given a lot of goodwill hours over the years and the LA mustn't lose sight of this.

The Forum agreed to note the report.

### **13/31 School Funding Consultation for April 2014**

Chris Allcock presented the paper and a summary of the consultation responses was handed out.

The LA had received 81 responses which equated to 20.5% of schools. Generally schools were very supportive of the LA proposals. Chris went through each question and no questions from the floor were raised.

He also requested permission from the Forum to re-pool the budgets detailed within the paper for 2014-15 adding Licences for the Educational Recording Agency (ERA) which had been missed in error. The vast majority of primary and secondary respondents to the consultation had expressed support for re-pooling.

School Forum [school] representatives agreed to re-pool the budgets set out in the recent consultation document for 2014-15.

### **13/32 – Comparative DfE tables 2013 -14**

Chris Allcock presented the report and highlighted that the Dedicated Schools Grant (DSG) for Derbyshire is £30 per pupil less than the upper tier (shire) median and £106 per pupil below the median of its statistical neighbours and ranks 118<sup>th</sup> highest of 150 LA's. He said he was cautiously hopeful that these figures could indicate that a national funding formula might mean more money for Derbyshire schools. However, this was far from guaranteed until detailed information becomes available from the DfE.

No questions were raised from the floor and the Forum agreed to note the report.

### **13/33 Council budget settlement and potential implications for schools 2014 – 15.**

Chris Allcock presented this paper to inform the Forum of the budget challenges facing the Council and the potential implications for schools and school related services.

The overall budget reduction of £157m over the next four years is a matter for the Council but it is clear that CAYA will have to take a share of the savings. It is inevitable that non-traded services currently provided to schools will need to be reviewed. This may mean that more services will be offered on a 'traded basis' in the future rather than provided "free" at the point of delivery.

The Authority would wish to delegate some of the retained DSG underspend to schools from April 2014 to help them pay for the additional costs. This issue has already been advised to schools in the Strategic Directors termly letter and at the recent area heads and governor briefings.

No questions were raised from the floor.

Forum agreed to note the report.

### **13/34 Central Schools and Early Years Block allocations 2014 – 15.**

Chris Allcock presented the paper. The purpose was to seek Schools Forum agreement to continue to retain funding centrally within the Schools and Early Year Blocks. The amounts retained would be in line with 2013-14, except that funding would not be required for the Carbon Reduction Framework as schools have been taken out of the framework.

No questions were raised and the retentions set out in the report were agreed.

### **13/35 Derbyshire Scheme for Financing Schools**

A consultation document on the Scheme for Financing Schools had been sent to schools and 4 responses were received. Many of the changes were directed changes by the DfE, the key changes being highlighted in the Appendix.

There were no questions from the floor and the changes to the Scheme were agreed.

The date of the next meeting will be 17<sup>th</sup> December 2013 at 6:00 p.m.