

## Schools' Forum Meeting

**17 October 2017**

### Attendees:

#### Members

**Alan Chapman** (AC) (Academy Special)  
**Amanda Baines** (AB) (Primary Academy <25% FSM)  
**Chris Simmons** (CS) (Governor)  
**Helen O'Brien** (HO) (Large <50% Primary)  
**Joanne Wilson** (JW) (Primary VA Large)  
**Julie Deville** (JD) (Primary >25%<50% FSM)  
**Julie Thomas** (JT) (Primary Academy >50%FSM)  
**Kieran Sharp** (KS) (Pupil Referral Unit)  
**Mark Tilling** (MT) (Secondary Schools) **CHAIR**  
**Michael Piper** (MPi) (sub Rift House????)  
**Neil Nottingham** (NT) (Primary Academy >50%FSM)  
**Stephen Hammond** (SH)(Academy – Secondary)  
**Sue Sharpe** (SS) (Large – Deprived – Primary)  
**Tracey Gibson** (TG) (Secondary Schools)  
**Zoe Westley** (ZW) (Special )  
**Jo Heaton** (JH) (Diocese of Durham)

#### Local Authority Officers

**Mark Patton** (MP) (Assistant Director Education)  
**Sandra Shears** (SSh) (Children's Finance)  
**Eileen Larkin** (EL) (Administrator)

#### Observers

**Victoria Robinson**, Northern Education Trust  
**Emma Espley** (EE) (Secondary Schools – Finance Representative)  
**Stranton** Finance Representative  
**Louise Robson** (LR) (Academy Special Finance Representative)  
**Sarah Tait** (ST) Academy – Secondary – Finance Representative)

Agenda Item		Action
1.	<b>Apologies for absence</b> – John Hardy and Penny Thompson	
2.	<b>Minutes of the Meeting – 10 October 2017 and Matters Arising</b>	
2.1	MT advised the Forum that due to the recommendations of item 4 of Item High Needs Block Consultation 2017/18 advising that the outcome of the consultation be discussed with schools represented in order to come to a clear view for Schools Forum on 1 <sup>st</sup> November 2017, where a vote will take place on the movement of funding between School Block and High Needs Block, finance representatives from schools were welcome to attend and participate for this item.	
2.2	Item 2.5 - Dates of future SEND Working Group meetings are still to be shared with the Forum. MP is to request this information from Louise Allen SEND Manager.	<b>MP</b>

2.3	Item 4.10 - MP advised Forum that he had had it clarified that only a Hartlepool Borough Council employee was allowed to have a HBC email address. CS confirmed that he was satisfied with the arrangements that had been put in place to aid governor consultation.	
2.4	Item 4.24 is still outstanding. Danielle Swainston is to arrange a meeting for herself, representatives of health and Schools Forum.	<b>DS</b>
2.5	The minutes were then accepted as a true record.	
<b>3.</b>	<b>High Needs Block Consultation</b>	
3.1	MP advised the Forum that he had sent out the standardised questions on proposals of transfer of funding to high needs block to all Headteachers in readiness for answers to be picked up at National Funding Formula (NFF) meeting on Friday 13 October 2017. A separate consultation had been sent to all chairs of Governors, with responses to be sent to CS.	
3.2	CS advised that he had received 3 x responses back from chairs of governors already.	
3.3	TG advised Forum that a comment from St Hild's school had not been included in Appendix 1 (Comments Received as Part of the Consultation).	
3.4	SS advised that notes will be rechecked and any comments would be added to the report, and the report recirculated.	<b>SS</b>
<b>4.</b>	<b>NFF – Modelling Decisions</b>	
4.1	MT advised that this was discussed at a Headteacher meeting on Friday and was open for discussion today.	
4.2	<p>Discussion took place around this and some comments were made as follows:</p> <p>The question was asked why change something now (adopt a soft NFF for 2018/19 and 2019/20) then only for it to be changed again in the future (hard NFF for 2020/21)?</p> <p>Modelling guidance was sought from Forum members. It was agreed by all present that moving to a hard NFF for 2018/19 was most sensible option.</p>	
4.3	Further discussion took place around this.	
4.4	MP invited all to attend the Headteacher Update meeting on Thursday at CETL where further discussions and consultation would take place.	

<b>5.</b>	<b>SEMH Update</b>	
5.1	MP advised Forum of the SEMH Working Group that meet throughout the previous school year. It had been difficult to put things in place for September 2017. This will hopefully be addressed in the future. There is more willingness to train in September as in a much better position. The Working Group meet every month. Meeting invitations have been sent out. Any additional schools interested in taking part are to let MP know.	
5.2	It was noted that the next meeting is Wednesday 18 October 2017 and was the second of this school year.	
5.3	Representatives from each school cluster group are present in order to feedback to cluster schools.	
5.4	MP will circulate to Forum the list of people who are currently in the group.	<b>Actioned</b>
5.5	It was suggested that SEMH be a standard item on the agenda at Schools Forum.	<b>Actioned</b>
5.6	MT requested that the representation of the schools capital sub group be checked. MP will pick this request up with Katie Hammond.	<b>Actioned</b>
<b>6.</b>	<b>Agenda Items for Next Full Forum Meeting</b>	
6.1	<ul style="list-style-type: none"> <li>• <b>SEMH Update</b></li> <li>• <b>National Funding Formula</b></li> <li>• <b>Decision from funding transfer consultation</b></li> <li>• <b>Schools Capital Sub Group</b></li> </ul>	
<b>7.</b>	<b>Any Other Business</b>	
7.1	It was requested if an update on the Local Authority facility time could be given at the next Forum meeting. SS advised that the relevant information will be circulated to all.	<b>SS</b>
7.2	The question was raised regarding the SIMS licence? SS advised that clarification had not yet been given.	
7.3	SS gave a brief overview to the Forum regarding the centrally retained services and advised that a paper is being compiled for schools.	
7.4	JD asked the Forum what would happen if one did not buy into the School meals service element. SS advised that it was an all or nothing vote.	
<b>8.</b>	<b>Date and Time of Next Meeting – 1 November 2017 9.30am in the Events Hall at The CIL (Centre for Independent Living) 1 Havelock Street, Hartlepool.TS24 7LT</b>	

