

Schools' Forum Meeting

14 November 2017

Attendees:

Members

Mark Tilling (MT) (Secondary Schools) **CHAIR**
Jo Wilson (JW) (VA Large – Primary)
Jo Heaton (JHe) (Diocese of Durham)
Zoe Westley (ZW) (Special)
Tracey Gibson (TG) (Secondary Schools)
Alan Chapman (AC) (Academy Special)
Sue Sharpe (SS) (Large – Deprived – Primary)
Amanda Baines (ABa) (Primary Academy <25% FSM)
Chris Simmons (CS) (Governor)
Michael Piper (MP) (Small – Primary)
Neil Nottingham (NN) (Primary Academy >50%)
Charlotte Haylock (CH) – Primary Academy >50% FSM)
Stephen Hammond – (SH) (Secondary Academy)
Julie Deville (JD) (Primary Academy >25% <50% FSM)
John Hardy (JHa) (VA Small – Primary)
Helen O'Brien (HOB) (Large <50% - Primary)

Local Authority Officers

Mark Patton (MP) (Assistant Director Education)
Sandra Shears (SSh) (Children's Finance)
Jo Smith (JS) (Children's Finance)
Judith Oliver (JO) (Administrator)

Observers

Emma Espley (EE) (Secondary Schools – Finance Representative)
Emma Straker (ES) (Academy Special - Finance Representative)

Agenda Item

Action

1. **Apologies for absence** – Lynn Chambers, Julie Thomas and David Turner
2. **Minutes from 1 November 2017 and matters arising**
 - 2.1 AB, JHe and CS did not receive the full set of papers for the meeting, address group to be checked.
 - 2.2 HOB submitted apologies to the last meeting.
 - 2.3 Information circulated/actioned :
 - HNB Consultation report
 - FSM information requested in item 3.18
 - Breakdown for funding used to Service Schools' Forum
 - Drop in sessions were arranged as in item 9.5.
 - 2.4 Item 3.17 should read Your Say Our Future instead of Your Town Your Say. The results of the survey are currently being finalised and will be circulated in due course.

JO

- 2.5 Item 7.4 unding should read funding.
- 2.6 MP noted that Schools' Forum need to make a recommendation to Children's Services Committee regarding the banding ranges of the High Needs Block Review. The final decision is with Committee, however, Forum need to make a recommendation.

Forum noted that a vote had already been made, however, there was disappointment in the number of abstentions in the vote. The abstentions were due to the fact that the document was still in draft format or that members didn't have a view on the document at the time.

MP noted that members of the Forum will have the opportunity to articulate the points at Children's Services committee.

MP agreed to circulate a paper to all schools in advance of the next Forum meeting about the recommended funding for each of the revised bands.

MP

3. Central Schools Services Block 2018/19

- 3.1 Following discussions at previous meeting Schools' Forum members have to vote on all items separately.
- 3.2 Schools Meals £0.154m

TG asked for clarification if 4% of the Schools Meals budget was £154,000. SSh noted that this could not be confirmed as the papers are in the public domain with the associated business sensitivity considerations, so can only use percentages. Members of the Forum felt that the funding that Schools' Forum were asking to allocate should be found as a saving from the Schools Meals Budget.

Vote:

For: 7 (Seven) Against: 8 (Eight) Abstention: 2 (two)

	For	Against	Abstention
Alan Chapman – Academy Special		✓	
Amanda Baines – Primary Academy <25% FSM		✓	
Chris Simmons – Governor – Primary	✓		
Michael Piper – Small – Primary	✓		
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary			✓
Charlotte Haylock – Primary Academy >50% FSM	✓		
Kieran Sharp – PRU		✓	
Julie Deville – Primary Academy >25% <50% FSM		✓	
Mark Tilling – High Tunstall – Secondary			✓
Jo Wilson – VA Large – Primary	✓		
Neil Nottingham – Primary Academy >50%		✓	
Stephen Hammond – Secondary Academy		✓	
Sue Sharpe – Large – Deprived – Primary	✓		
Tracey Gibson – St Hild's – Secondary		✓	
Zoe Westley – Special		✓	
Joanne Heaton – Diocese of C of E	✓		

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3.2 Vulnerable Pupils £0.102m

JD stated that people are still unclear what is statutory and non statutory. MP asked if the updated information and drop in sessions were helpful, as unclear what else the local authority can do to present the information in a more understandable form. JH felt that the information provided wasn't potentially separated, but she understands that this is the way the budget works, and not asking for anything extra to be undertaken.

Vote:

For: 3 (Three) Against: 12 (Twelve) Abstention: 2 (two)

	For	Against	Abstention
Alan Chapman – Academy Special		✓	
Amanda Baines – Primary Academy <25% FSM		✓	
Chris Simmons – Governor – Primary		✓	
Michael Piper – Small – Primary		✓	
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary		✓	
Charlotte Haylock – Primary Academy >50% FSM		✓	
Kieran Sharp – PRU		✓	
Julie Deville – Primary Academy >25% <50% FSM		✓	
Mark Tilling – High Tunstall – Secondary			✓
Jo Wilson – VA Large – Primary	✓		
Neil Nottingham – Primary Academy >50%		✓	
Stephen Hammond – Secondary Academy		✓	
Sue Sharpe – Large – Deprived – Primary	✓		
Tracey Gibson – St Hild's – Secondary		✓	
Zoe Westley – Special		✓	
Joanne Heaton – Diocese of C of E		✓	

3.3 Space to Learn £0.101m of which £0.042m required in 2018/19

Vote:

For: 0 (Zero) Against: 17 (Seventeen) Abstention: 0 (Zero)

	For	Against	Abstention
Alan Chapman – Academy Special		✓	
Amanda Baines – Primary Academy <25% FSM		✓	
Chris Simmons – Governor – Primary		✓	
Michael Piper – Small – Primary		✓	
Helen O'Brien – Large <50% - Primary		✓	
John Hardy – VA Small - Primary		✓	
Charlotte Haylock – Primary Academy >50% FSM		✓	
Kieran Sharp – PRU		✓	
Julie Deville – Primary Academy >25% <50% FSM		✓	
Mark Tilling – High Tunstall – Secondary		✓	
Jo Wilson – VA Large – Primary		✓	
Neil Nottingham – Primary Academy >50%		✓	
Stephen Hammond –		✓	
Sue Sharpe – Large – Deprived – Primary		✓	
Tracey Gibson – St Hild's – Secondary		✓	
Zoe Westley – Special		✓	
Joanne Heaton – Diocese of C of E		✓	

3.4 Licences £0.077m

Vote:

For: 16 (Sixteen) Against: 0 (Zero) Abstention: 1 (One)

	For	Against	Abstention
Alan Chapman – Academy Special	✓		
Amanda Baines – Primary Academy <25% FSM	✓		
Chris Simmons – Governor – Primary	✓		
Michael Piper – Small – Primary	✓		
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary	✓		
Charlotte Haylock – Primary Academy >50% FSM	✓		
Kieran Sharp – PRU	✓		
Julie Deville – Primary Academy >25% <50% FSM	✓		
Mark Tilling – High Tunstall – Secondary	✓		
Jo Wilson – VA Large – Primary	✓		
Neil Nottingham – Primary Academy >50%	✓		
Stephen Hammond – Secondary Academy			✓
Sue Sharpe – Large – Deprived – Primary	✓		
Tracey Gibson – St Hild's – Secondary	✓		
Zoe Westley – Special	✓		
Joanne Heaton – Diocese of C of E	✓		

JD asked for further clarity of any other services that may use the licences not related to education.

SSh

3.5 Termination of Employment Costs (Brierton) £0.031m

CS enquired if this was not approved would the funding need to be sought from elsewhere, SSh confirmed this, and noted that the local authority are awaiting confirmation from the EFA if historical commitments will continue or not. Previously funding for historic commitment funding has been provided every year.

Members of Schools' Forum felt that they had received contradictory information in relation to the fact that historic funding would cease / or not if forum voted against spending of certain historic funding.

MT noted that his understanding is that if Schools' Forum decide not to spend historic funding as set out in the report, and voted upon today, then would need to agree at the end of the meeting where the un-allocated historic funding would be moved to.

ZW asked if funding was used in different ways, and not how it was historically, could the funding be allocated to other priorities. Schools' Forum are not saying that they don't need the funding, or not saying that the services are not important, but are saying decisions are becoming harder, there is a need to re-align the funding where it can be best spent on the needs of young people.

Vote:

For: 17 (Seventeen) Against: 0 (Zero) Abstention: 0 (Zero)

	For	Against	Abstention
Alan Chapman – Academy Special	✓		
Amanda Baines – Primary Academy <25% FSM	✓		
Chris Simmons – Governor – Primary	✓		
Michael Piper – Small – Primary	✓		
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary	✓		
Charlotte Haylock – Primary Academy >50% FSM	✓		
Kieran Sharp – PRU	✓		
Julie Deville – Primary Academy >25% <50% FSM	✓		
Mark Tilling – High Tunstall – Secondary	✓		
Jo Wilson – VA Large – Primary	✓		
Neil Nottingham – Primary Academy >50%	✓		
Stephen Hammond – Secondary Academy	✓		
Sue Sharpe – Large – Deprived – Primary	✓		
Tracey Gibson – St Hild's – Secondary	✓		
Zoe Westley – Special	✓		
Joanne Heaton – Diocese of C of E	✓		

- 3.6 TG proposed that the funding that has not been allocated to specific items above be moved to the Schools Block. JD seconded this and it was **AGREED** unanimously.

4. Ongoing Responsibilities

4.1 Retained Education Services - £0.216m

Vote:

For: 17 (Seventeen) Against: 0 (Zero) Abstention: 0 (Zero)

	For	Against	Abstention
Alan Chapman – Academy Special	✓		
Amanda Baines – Primary Academy <25% FSM	✓		
Chris Simmons – Governor – Primary	✓		
Michael Piper – Small – Primary	✓		
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary	✓		
Charlotte Haylock – Primary Academy >50% FSM	✓		
Kieran Sharp – PRU	✓		
Julie Deville – Primary Academy >25% <50% FSM	✓		
Mark Tilling – High Tunstall – Secondary	✓		
Jo Wilson – VA Large – Primary	✓		
Neil Nottingham – Primary Academy >50%	✓		
Stephen Hammond – Secondary Academy	✓		
Sue Sharpe – Large – Deprived – Primary	✓		
Tracey Gibson – St Hild's – Secondary	✓		
Zoe Westley – Special	✓		
Joanne Heaton – Diocese of C of E	✓		

4.2 Admissions - £0.132m

JD sought clarification of the services that all schools are offering, as voluntary aided schools rank their own admissions, and should these be

funded differently. SSh confirmed that going back to the old formula voluntary aided and foundation schools received more funding in their formula to undertake this work.

ABa noted that the charging for voluntary aided schools has increased, whereas in previous years there was always a set price for appeals. Schools weren't informed that the charges would be on a sliding scale for the number of appeals that were undertaken, and asked for clarification around this.

JHe asked for clarification as to Appendix 1 of the report, which has mapped out the services schools can access. SSh to provide.

SSh

Vote:

For: 17 (Seventeen) Against: 0 (Zero) Abstention: 0 (Zero)

	For	Against	Abstention
Alan Chapman – Academy Special	✓		
Amanda Baines – Primary Academy <25% FSM	✓		
Chris Simmons – Governor – Primary	✓		
Michael Piper – Small – Primary	✓		
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary	✓		
Charlotte Haylock – Primary Academy >50% FSM	✓		
Kieran Sharp – PRU	✓		
Julie Deville – Primary Academy >25% <50% FSM	✓		
Mark Tilling – High Tunstall – Secondary	✓		
Jo Wilson – VA Large – Primary	✓		
Neil Nottingham – Primary Academy >50%	✓		
Stephen Hammond – Secondary Academy	✓		
Sue Sharpe – Large – Deprived – Primary	✓		
Tracey Gibson – St Hild's – Secondary	✓		
Zoe Westley – Special	✓		
Joanne Heaton – Diocese of C of E	✓		

4.3 Copyright licences - £0.067

JHe asked for clarity in relation to if the funding for school licences was subject to pupil changes. JS confirmed that there is a neutral effect, if there was an increase/decrease in pupil figures the funding would change accordingly.

Vote:

For: 17 (Seventeen) Against: 0 (Zero) Abstention: 0 (Zero)

	For	Against	Abstention
Alan Chapman – Academy Special	✓		
Amanda Baines – Primary Academy <25% FSM	✓		
Chris Simmons – Governor – Primary	✓		
Michael Piper – Small – Primary	✓		
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary	✓		
Charlotte Haylock – Primary Academy >50% FSM	✓		
Kieran Sharp – PRU	✓		

Julie Deville – Primary Academy >25% <50% FSM	✓		
Mark Tilling – High Tunstall – Secondary	✓		
Jo Wilson – VA Large – Primary	✓		
Neil Nottingham – Primary Academy >50%	✓		
Stephen Hammond – Secondary Academy	✓		
Sue Sharpe – Large – Deprived – Primary	✓		
Tracey Gibson – St Hild’s – Secondary	✓		
Zoe Westley – Special	✓		
Joanne Heaton – Diocese of C of E	✓		

4.3 Servicing of Schools’ Forum - £0.035m

JHe asked if it was agreed for this funding to continue if it would be possible to have a list of what is covered under this agreement, such as induction, training, etc. SSh noted that would need to take into account the amount of training that was requested, as if there were monthly requests this may not be possible.

JD asked that papers for Schools’ Forum be sent out 7-10 days prior to the meeting as part of this agreement. Due to the complexity of the papers and minutes, and the recent batch of Forum meetings very close together following on from consultation events and processes, MP noted that this was not always possible. JD noted that papers are required in advance in order to fully inform and disseminate the papers to the schools they represent, and therefore need to be in a timely manner. MP accepted this but asked Forum members, and through them headteachers, to be mindful of the workload on officers.

Vote:

For: 17 (Seventeen) Against: 0 (Zero) Abstention: 0 (Zero)

	For	Against	Abstention
Alan Chapman – Academy Special	✓		
Amanda Baines – Primary Academy <25% FSM	✓		
Chris Simmons – Governor – Primary	✓		
Michael Piper – Small – Primary	✓		
Helen O’Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary	✓		
Charlotte Haylock – Primary Academy >50% FSM	✓		
Kieran Sharp – PRU	✓		
Julie Deville – Primary Academy >25% <50% FSM	✓		
Mark Tilling – High Tunstall – Secondary	✓		
Jo Wilson – VA Large – Primary	✓		
Neil Nottingham – Primary Academy >50%	✓		
Stephen Hammond – Secondary Academy	✓		
Sue Sharpe – Large – Deprived – Primary	✓		
Tracey Gibson – St Hild’s – Secondary	✓		
Zoe Westley – Special	✓		
Joanne Heaton – Diocese of C of E	✓		

5. **De-delegated Funding**

Noted that primary maintained schools can vote on this, then secondary maintained schools vote separately. CS can vote on both if feedback has been received from both primary and secondary governors. CS noted that

he had been unwell, so had been unable to consult with colleagues.

5.1 Assessing Free School Meals Eligibility

Vote:

For: 5 (Five) Against: 0 (Zero) Abstention: 0 (Zero)

Primary	For	Against	Abstention
Michael Piper – Small – Primary	✓		
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary	✓		
Jo Wilson – VA Large – Primary	✓		
Sue Sharpe – Large – Deprived – Primary	✓		

Vote:

For: 2 (Two) Against: 0 (Zero) Abstention: 0 (Zero)

Secondary	For	Against	Abstention
Mark Tilling – High Tunstall – Secondary	✓		
Tracey Gibson – St Hild's – Secondary	✓		

5.2 Ethnic Minority Pupils

Vote: - Primary

For: 5 (Five) Against: 0 (Zero) Abstention: 0 (Zero)

Primary	For	Against	Abstention
Michael Piper – Small – Primary	✓		
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary	✓		
Jo Wilson – VA Large – Primary	✓		
Sue Sharpe – Large – Deprived – Primary	✓		

Vote: - Secondary

For: 2 (Two) Against: 0 (Zero) Abstention: 0 (Zero)

Secondary	For	Against	Abstention
Mark Tilling – High Tunstall – Secondary	✓		
Tracey Gibson – St Hild's – Secondary	✓		

5.3 Trade Union Facility Time

Vote: - Primary

For: 6 (Six) Against: 0 (Zero) Abstention: 0 (Zero)

Primary	For	Against	Abstention
Michael Piper – Small – Primary	✓		
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary	✓		
Jo Wilson – VA Large – Primary	✓		
Sue Sharpe – Large – Deprived – Primary	✓		
Chris Simmons – Governor – Primary	✓		

Vote: - Secondary

For: 2 (Two) Against: 0 (Zero) Abstention: 0 (Zero)

Secondary	For	Against	Abstention
Mark Tilling – High Tunstall – Secondary	✓		
Tracey Gibson – St Hild’s – Secondary	✓		

5.4 Behaviour Support Education Psychology

Vote: - Primary

For: 5 (Five) Against: 1 (One) Abstention: 0 (Zero)

Primary	For	Against	Abstention
Michael Piper – Small – Primary	✓		
Helen O’Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary		✓	
Jo Wilson – VA Large – Primary	✓		
Sue Sharpe – Large – Deprived – Primary	✓		
Chris Simmons – Governor – Primary	✓		

Vote: - Secondary

For: 0 (Zero) Against: 2 (Two) Abstention: 0 (Zero)

Secondary	For	Against	Abstention
Mark Tilling – High Tunstall – Secondary		✓	
Tracey Gibson – St Hild’s – Secondary		✓	

5.5 Inclusions

Vote: - Primary

For: 1 (One) Against: 4 (Four) Abstention: 1 (One)

Primary	For	Against	Abstention
Michael Piper – Small – Primary		✓	
Helen O’Brien – Large <50% - Primary		✓	
John Hardy – VA Small - Primary		✓	
Jo Wilson – VA Large – Primary	✓		
Sue Sharpe – Large – Deprived – Primary		✓	
Chris Simmons – Governor – Primary			✓

Vote: - Secondary

For: 0 (Zero) Against: 2 (Two) Abstention: 0 (Zero)

Secondary	For	Against	Abstention
Mark Tilling – High Tunstall – Secondary		✓	
Tracey Gibson – St Hild’s – Secondary		✓	

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5.6 School Attendance

Vote: - Primary

For: 6 (Six) Against: 0 (Zero) Abstention: 0 (Zero)

Primary	For	Against	Abstention
Michael Piper – Small – Primary	✓		
Helen O'Brien – Large <50% - Primary	✓		
John Hardy – VA Small - Primary	✓		
Jo Wilson – VA Large – Primary	✓		
Sue Sharpe – Large – Deprived – Primary	✓		
Chris Simmons – Governor – Primary	✓		

Vote: - Secondary

For: 2 (Two) Against: 0 (Zero) Abstention: 0 (Zero)

Secondary	For	Against	Abstention
Mark Tilling – High Tunstall – Secondary	✓		
Tracey Gibson – St Hild's – Secondary	✓		

TG asked for further clarity in relation to what the service provides. This is to be obtained.

6. **Statutory Services provided the Local Authority (former ESG)**

- 6.1 TG does not understand why funding is different between different types of schools, as set out in table 3.14 of the report. SSh believes it is down to the size of the school. If Springwell were to go academy they would receive enough funding to run the school, even with a smaller base. ZW reiterated that there could be a child in Springwell with similar needs in a mainstream school, so can't understand why the cost would be more. If a child has an EHCP plan and attends Springwell this costs more for statutory services.
- 6.2 MP noted that last year School's Forum did not release this funding back to the local authority, and a disapplication to the Secretary of State was made. The Secretary of State agreed that the local authority could not fulfil its statutory duties without this funding and granted the disapplication for 2017/18.
- 6.3 Schools' Forum voted on making the Education Services Grant (ESG) equitable across all schools at the £35 rate for the current financial year.

Vote: -

For: 17 (Seventeen) Against: 0 (Zero) Abstention: 0 (Zero)

- 6.4 For the next financial year 2018/19, Schools' Forum voted in relation to whether or not these funds should be released back to the local authority to enable statutory duties to be carried out.

Vote: -

For: 0 (Zero) Against: 15 (Fifteen) Abstention: 2 (Two)

	For	Against	Abstention
Alan Chapman – Academy Special		✓	
Amanda Baines – Primary Academy <25% FSM		✓	
Chris Simmons – Governor – Primary		✓	
Michael Piper – Small – Primary		✓	
Helen O'Brien – Large <50% - Primary			✓
John Hardy – VA Small - Primary		✓	
Charlotte Haylock – Primary Academy >50% FSM		✓	
Kieran Sharp – PRU		✓	
Julie Deville – Primary Academy >25% <50% FSM		✓	
Mark Tilling – High Tunstall – Secondary		✓	
Jo Wilson – VA Large – Primary		✓	
Neil Nottingham – Primary Academy >50%		✓	
Stephen Hammond – Secondary Academy		✓	
Sue Sharpe – Large – Deprived – Primary			✓
Tracey Gibson – St Hild's – Secondary		✓	
Zoe Westley – Special		✓	
Joanne Heaton – Diocese of C of E		✓	

6.5 SEMH Update

- 6.5.1 MP had circulated notes from the previous SEMH working group meeting, and will continue to circulate notes from any of these meetings to all schools for transparency as and when the meetings happen.
- 6.5.2 TG noted that the recent press around Space to Learn has been unhelpful, as the picture in the press was that of St Hild's school and not Space to Learn.
- 6.5.3 Schools Forum noted that although they did not agree to the £60 per pupil rate it was not because of the services provided by the LA but because they did not agree that Schools should meet this from their School Budgets. This was in effect a cut to Schools Funding.
- 6.5.3 NN asked if there was any funding to available to allocate to individual schools to help with children who may go out of authority, whilst the current townwide review is happening.

MT noted that the schools capital sub-group budget has been ringfenced for the long term plans and that the decision on allocation of funding would need to be made at Schools' Forum rather than the capital group. If Schools' Forum are to make the decision then an additional meeting would need to be set up to discuss further.

SS thought that that if there was any funding remaining it was allocated to supporting SEMH provision in town. NN understood that there was additional money in the schools capital budget and asked if it was possible to access some of this additional funding earlier.

MP noted that currently looking at final accounts for the school capital budget for the year, and there may be some underspend available, which traditionally goes back to the Schools Capital Group, however, the figure is not yet known. ZW stated that this did happen historically and the remaining budget was spent on other things, rather than being used to tackle specific schools capital projects.

JHa proposed to wait until the final accounts have been prepared and the SEMH group be informed of the remaining budget, and an additional Schools' Forum be arranged for decision on the spend of this budget. MP noted that Schools' Forum has delegated responsibility for capital projects, and suggested that when a plan from the SEMH working group has been developed this is brought to a future meeting to agree the plan and see if there is some short term funding available.

- 6.5.4 ZW enquired as to when the Sub Group is likely to make decisions in terms of funding allocations, as Springwell have a bid for funding for building work, and for works to be undertaken in the Easter break, a decision will be required in January 2018. The Sub Group understand that a decision is required on this.

7. Any Other Business

- 7.1 JW wished to thank the local authority for the background work that goes on for Schools' Forum.
- 7.2 MT/JHa to re-visit the letter sent to the Secretary of State in relation to the £60 refusal offer before updating and circulating to relevant colleagues for approval. HOB requested further time to re-visit the issue with colleagues. MT to provide list of schools that are maintained.

MT/JHa

8. Agenda Items for next Schools' Forum meeting

- 8.1 Central spend for Early Years Block, which needs to be referred to Children's Services Committee for decision in December.
- 8.2 Additional Schools' Forum to be arranged for the first week in December 2017.

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