

Schools' Forum Meeting

30 January 2018

Attendees:

Members

Mark Tilling (MT) (Secondary Schools) **CHAIR**
Helen O'Brien (HOB) (Large <50% - Primary)
David Turner (DT) (Small)
Julie Thomas (JT) (Primary Academy >50% FSM)
Jo Heaton (JH) (Diocese of Durham)
Lynne Chambers (LC) (Primary >25% <50% FSM)
Emma Espley (EE) (Secondary Schools)
Zoe Westley (ZW) (Special)
 Kieran Sharp (KS) (PRU)
Amanda Baines (ABa) (Primary Academy <25% FSM)
Sue Sharpe (SS) (Large – Deprived)
Chris Simmons (CS) (Governor)
John Hardy (JHa) (VA Small – Primary)
Penny Thompson (PT) (Early Years)
Andrew Jordan (AJ) (Academy – Secondary)
Mary Frain (MF) (Primary)

Local Authority Officers

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

Observers

Chris Parkin (CP) (Finance)

Agenda Item	Action
1	Apologies – Neil Nottingham, Alan Chapman, Stephen Hammond and Rachel Clark.
2	Minutes from last Forum and Matters Arising – 8 December 2017
2.1	MP explained to the forum that in the constitution it states that if a member cannot attend he/she must ensure that a substitute attends in their absence. This will ensure that Forum is quorate at all times and that group of schools or academies are represented. An Updated copy of the constitution will be signed off at the next Forum in March.
2.2	It was requested that on the members voting table, Chris Simmons representation be amended to Governor only.
3	Facility time for the autumn term 2017(I) MT brought this report to the attention of the forum. Any further details

	will be picked up at the next Forum in March where a second termly update will be presented.	RC
4	School Balances Survey (I/D)	
4.1	<p>SSh outlined the contents of the report to the Forum.</p> <p>ZW stated that she understood that the report was to be anonymous and was unhappy that you could easily identify Springwell School. It was agreed that Springwell would be included in the Primary School group going forwards around schools with excessive balances.</p> <p>A typing error was also noted. SSh to amend.</p>	SSh
4.2	<p>MP advised of protocol that was in place with excessive balances.</p> <p>It was agreed that the Excessive Balances Protocol would be followed. MP and MT to work to make this happen.</p>	MP/MT
5	Update SEMH Review (I) – verbal update	
5.1	<p>MP advised Forum that he had not been at the last meeting and had not yet had sight of the minutes.</p> <p>A brief discussion had taken place recently regarding the ARP Review and a report is awaited. Level of need provided and what is missing will be identified.</p> <p>DT requested ideas around a common application process to be brought back to the next meeting.</p> <p>MP advised that there is a need to ensure that plans put in place sustainable.</p> <p>MT advised that a lot of money is to be invested and there is still a lot of work to be done to get things in place for September.</p>	
6	Feedback from Children’s Services Committee (I) – verbal update	
6.1	<p>MT advised that, following a Council motion, the Council has written to the DfE about insufficient levels of school funding.</p> <p>If anyone has any concerns they are to be communicated to the school representatives that sit on Children’s Services Committee.</p>	ALL
7	Apprenticeship Levy Working Party (I) – verbal update	
7.1	All schools contributing to the levy have received an invitation t to attend a meeting in February after half term. Some work has been done to	

	<p>understand how to put in place a common process and for all to work collaboratively.</p> <p>There was a suggestion of pooling contributions together as do not want to have a pot of unspent money. An example would be technical support in schools. A small school would not need a full time technical officer but a group of schools together might.</p> <p>JH and MP advised that an apprenticeships rate for teacher training is now available. Hartlepool schools could use this rate to “grow our own”.</p>	
8	DSG Update – Early Years (I)	
8.1	Apologies were given for this document not being circulated prior to the meeting therefore will be distributed with the minutes. The item is also to be added to the agenda at the next meeting of Forum in March.	Actioned
9	DSG Update – Schools Budgets (to follow, subject to ESFA response) (I)	
9.1	This report was brought to Forum’s attention and MT advised if anyone had any questions this would be brought back to the next meeting.	ALL
10	Agenda Items for Next Full Forum Meeting <ul style="list-style-type: none"> • Facility time update (I) - RC • DSG update – Early Years (I) - SS • DSG update – response from ESFA to disapplication requests - SS • SEMH working group update (I) MP • School balances protocol update (I) MT • Schools’ Forum constitution (D) MP • Apprenticeship levy update (I) MP • Feedback from meeting with Chair and VC Children’s Services Committee (I) JH 	
11	Any Other Business	
11.1	There was no further business	
12	Date and Time of Next Meeting - 16 March 2018 @ 1pm at CETL (Conference Suite)	