

Schools' Forum Meeting 17 January 2019

Attendees:

Members

Alan Chapman (AC) (Academy - Special)
 Amanda Baines (ABa) (Primary Academy <25% FSM)
 Angela Henderson (AH) PRU
 Christopher Simmons (CS) (Governor)
 Emma Espley (EE) (Secondary Schools)
 Helen O'Brien (HO) (Large <50%)
 Jo Heaton (JHe) (Diocese of Durham)
 Jo Wilson (JW) (VA Large)
 John Hardy (JH) (VA Small)
 Julie Thomas (JT) (Primary Academy >50% FSM)
 Lynne Chambers (LC) (Primary-Academy >25% >50% FSM)
 Mark Tilling (MT) (Secondary Schools)
 Neil Nottingham (NT) (Primary Academy >50% FSM)
 Amanda Howell (AH) Diocese – Roman Catholic
 Sue Sharpe (SS) (Large Deprived) – **Chair**

Local Authority Officers

Mark Patton (MP) (Assistant
 Director Education)
 Sandra Shears (SSh)
 (Children's Finance)
 Jane Watt (JWa) (Children's
 Finance)
 Eileen Larkin (ELA)
 (Administrator)

Observer

Louise Robson - Catcote

Apologies:

Mary Frain (MF) (VA Large)
 Zoe Westley (ZW) (Special Schools)
 Mark Hughes (MH) 16-19 Sector
 Rachel Williams (RW) Diocese – Roman Catholic
 Andrea Turner (AT) Private, Voluntary Independent Providers
 Tracey Gibson (TG) (Secondary Schools)

Agenda Item		Action
1	Minutes of the Last Meeting – 17 December 2018	
1.1	Read and accepted as a true record.	
2	Matters Arising	
2.1	There were no matters arising.	
3	School balances review (R,D) – Mark Patton/Sandra Shears	
3.1	In accordance with the 'Scheme for Financing Schools', and as agreed by Schools' Forum, schools are required to complete two balance surveys	

	<p>each year: one following outturn as at the end of March, and an update in December.</p> <p>3.2 Concerns had been expressed regarding the ongoing high level of schools balances. Schools' Forum agreed that a robust challenge would be made to ensure that schools were spending their balances effectively. A Forum members' triad panel was set up to monitor this. Last year six schools were referred to panel.</p> <p>3.3 MPA explained the contents of the report to forum further and advised was self explanatory.</p> <p>3.4 <u>Survey Results</u></p> <p>3.5 All schools in the borough were invited to complete the survey. Of the fifteen academies invited to participate, none responded. This information had been recorded.</p> <p>3.6 MP advised that Forum needed to agree for 3 x members to meet to form this triad and meet with the school to find out why projected balance was outside of threshold.</p> <p>3.7 It was agreed that the Chair convene the triad to go forward with the plan. Chair will set up a meeting to agree this and feed back to next meeting.</p> <p>3.8 Forum agreed to this process.</p>	SS
<p>4</p> <p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p>	<p>Schools Block Growth Funding 2019/20 (R/D) – Mark Patton/Sandra Shears</p> <p>The purpose of the report was to notify Schools' Forum that £0.157m of growth funding had been allocated within the Schools Block for 2019/20.</p> <p>MP provided background information to Forum and explained the contents of the report.</p> <p>MP advised that Forum were required to consider and agree how the growth funding in 2019/20 was disbursed, with regard to the regulations and guidance.</p> <p>Forum need to agree that Schools Block Growth Funding is separated out. Forum also need to agree to set up a group of three head teachers to work with local authority officers to agree the local criteria and methodology for accessing and disbursing the Growth Fund in a clear and fair way.</p> <p>AH – enquired if there were forward projections for children? MP confirmed that as part of the Early Years and Infrastructure planning the local authority works with the Combined Authority to produce forward</p>	

	planning figures.	
4.6	Further conversations took place regarding growth in numbers and housing.	
4.7	JT – enquired if any underspend could be saved up? MP replied that any underspend in allocated Growth Fund would be reported to Forum as part of the DSG underspend. Forum could then decide what to do with this.	
4.8	JHe – stated if decision made was to keep as a separate fund, could monies be used as something else? Would monies go into the DSG fund? MP reiterated that any unspent Growth Fund would be reported through to Forum in the DSG underspend annually. SSh reminded Forum members that once the funding was allocated, the allocation may need to be agreed in the following 5 years to allow for a full cycle of pupil number growth.	
4.9	MT – in his school, Year 7 was a big issue. New build is taking place. Slight capacity gap remaining. Need enough money to meet needs. Further discussion centred around this.	
4.10	MP advised Forum to remember that funds could be used as a stop-gap for staffing and other resource pressures for teaching for when there is an increase in numbers until the lagged funding from school census appears in the school’s budget.	
4.11	A vote was taken of those eligible to vote on whether a) Growth Funding should remain as a separately identified line within the Schools Block, and b) a local dispersal scheme is drawn up.	
4.12	All in favour – 16 Against – None Abstained – None	
4.13	Representation was discussed and it was agreed that there should be representation from primary and secondary schools. SSh asked for volunteers.	
4.14	MT expressed an interest. Forum were asked for thoughts to be brought back to the next meeting on the 15 March 2019.	ALL
4.15	It was agreed that this item be added to the next agenda on the 15 March.	Actioned
4.16	JHe – was mindful of conflict of interest. Some schools were going to be expanding and may have a vested interest in developing the criteria and process. MP reminded all that proposals for the local dispersal scheme for this funding would have to be agreed by the whole Forum.	

<p>5</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p> <p>5.6</p>	<p>High Needs Block Update (R/I) - Mark Patton/Sandra Shears</p> <p>The purpose of the report was to provide an update for the High Needs Block (HNB) for 2019/20 since the reports in October and November 2018.</p> <p>SSh – outlined the contents of the report to Forum and reference was made to it. Forum members were requested to note the contents of the report.</p> <p>MT – spoke of letter which was sent referring to the Secretary of State and queried whether it should be amended. MT also reminded Forum that the underlying issues around the HNB overspend need to be addressed in order to avoid being the same position next year. MP reminded Forum that the HNB task and finish group had been formed and had already met to scope out its work around this, and that regular feedback to Forum would be provided from this group.</p> <p>SS was happy to amend letter and take it on board to move forward.</p> <p>MP requested High Needs Block task and finish group feedback to be added to future agendas as a <u>standing item</u>. Brief update to be given on what was covered at the meeting.</p> <p>HO gave brief feedback from the first meeting of the HNB task and finish group. A number of areas for the group to focus on were agreed including understanding the details of how the HNB funding was comprised And how expenditure was growing or shrinking. This will be the first task. The group was concerned about the real understanding of some school leaders around the DSG. The group also felt that schools could be smarter around reporting accurately at SEN Support through the census returns, since these returns influence the funding that comes to Hartlepool via the DSG. MP advised that at the next HT Update meeting on the 7 February 2019, he would deliver a briefing about the DSG and how the funding works in overview. This is following concerns at the HNB task and finish group that not all headteachers fully understand the DSG. All relevant staff from schools are welcome to attend this DSG briefing.</p>	<p>SS</p> <p>Actioned</p>
<p>6</p> <p>6.1</p> <p>6.2</p> <p>6.3</p>	<p>SEMH (I) (standard item) – Mark Patton</p> <p>MP sated that the next meeting of the SEMH panel would take place on 31 January 2019. MP will feed back to Forum after this meeting.</p> <p>There is a new SEMH ARP at Springwell school, which has now been formally opened. All Forum members were welcome to go along and have a look around the new build. Please contact Zoe Westley to arrange this.</p> <p>JW – gave very positive feedback as had visited recently.</p>	<p>ALL</p>

<p>7</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p>	<p>National Funding Formula (I) (standard item) – Mark Tilling</p> <p>MT – no further information was available to be given.</p> <p>Ssh stated that a consultation had begun on the 15 January 2019 re increased pension contributions and how they should be paid for.</p> <p>MP reiterated the need to respond either in clusters or as individual schools, and advised that the LA would be responding.</p> <p>It was agreed that a link to the consultation document and response process would be circulated with the minutes.</p>	Actioned												
<p>8</p> <p>8.1</p>	<p>Agenda Items for Next Full Forum Meeting – Chair</p> <ul style="list-style-type: none"> • High Needs Block task and finish update • High Needs Block 2018/19 Forecast Outturn • Update on disapplication requests • Options report – Early Years Deprivation <p>Ssh to circulate calculator for ‘Little Extra’ funding.</p>	Actioned												
<p>9</p>	<p>Any Other Business – there was none.</p>													
<p>10</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: black; color: white;"> <th colspan="2" style="text-align: center;">Hartlepool Schools Forum Meetings 2018-19</th> </tr> <tr style="background-color: #cccccc;"> <th style="text-align: center;">Date</th> <th style="text-align: center;">Time</th> </tr> </thead> <tbody> <tr> <td>Friday 15 March</td> <td>9.30 – 11.30</td> </tr> <tr> <td>Tuesday 7 May</td> <td>9.30 – 11.30</td> </tr> <tr> <td>Friday 21 June</td> <td>9.30 – 11.30</td> </tr> <tr> <td>Monday 8 July</td> <td>1.00 – 3.00</td> </tr> </tbody> </table>	Hartlepool Schools Forum Meetings 2018-19		Date	Time	Friday 15 March	9.30 – 11.30	Tuesday 7 May	9.30 – 11.30	Friday 21 June	9.30 – 11.30	Monday 8 July	1.00 – 3.00	
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