

SCHOOLS MANAGEMENT FORUM

NOTES OF MEETING HELD ON Acklam Grange, Community Learning Centre, 3
July 2019, 8.15am.

ATTENDED:

Judi Libbey	HO Resources SEN & VL – M’bro Council
Craig Povey	Finance Business Partner – M’bro Council
Emma Watson	Avenue Primary
Amy Young	Captain Cook Primary
Joanne Smith	Beverley School
Julia Rodwell	Park End Primary
Adam Cooper	Abington Primary School
Anita Jefferies	Archibald Primary School
Mary Brindle	Macmillan Academy
Jackie Walsh	Green Lane Primary
Beverley Hewitt-Best	Newham Bridge Primary
Helen Malbon	Viewley Hill Academy
Jenni Cairns	Middlesbrough College
William Guthrie	PVI
Afzal Kushi	PVI
Andrea Crawshaw	Acklam Grange
Faye Revely	Finance - Middlesbrough Council

1. **Apologies for absence/ Any Items for AOB:**

Gemma Simon (sent resignation), Helen Dalby, Chris Wain, Helen Watson, Helen Steele
Mary Brindle and Anita Jefferies, have been missed of previous minutes and will need to be added.

2. **Minutes of Previous Meeting / Matters Arising**

Andrea Crawshaw – Big weekend went really well and was a triumph for Middlesbrough.

3. **Decision/Action Log**

4. **High Needs Budget Recovery Plan Update**

The Budget Recovery Plan was last Presented to Schools Management Forum on 7th November 2018, showing the steps required to reduce the deficit. The plan outlined savings from the High Needs Block of £1.75 million over 3 years.

The refreshed proposal for the Budget Recovery Plan looks radically different to the previous plan, however, the budget has been amended to reflect the 18/19 spend and the planned provision

and known pressures over the next 3 years. These are detailed below.

Area of the Budget	Total	%
	£k	
SEN Related Budgets	£293	25%
AP Related Budgets in H and H	£819	68%
LAC Budget	£0	0%
DSG Overheads	£70	6%
TOTAL ADJUSTMENTS	£1192	100%

Reflection of SEN and understanding of 2 to 3 special schools online. Tees's valley collective bid for free school approved by DFE. Redcar leading on piece of work including Redcar, Stockton and Middlesbrough.

Special educational needs/ steady increase of out of area places in Middlesbrough. Budget changed to reflect spend. Early year's inclusion Dev Fund significantly underspent due to early years support work. Planning meetings with schools and nursery in September and summer to sort out process with providers. Matrix funding reduction in spend last year, will increase in years due to complex needs.

Question from panel: Why has there been a reductions in post 16? Is it the way the budget is set, as there are not many claims and less funding is being claimed?

Current charges in places. Policy itself is restate the process. Ambiguity in children being placed – looking at policy.

Andrea Williams – AP has been circulated previously.

Need to consult on charges and will start work in September. Everyone will be consulted before it is set in blood. Purpose of AP is to reintegrate should not be long term. Advice should be taken before taking an AP.

Local authority does consultations around placements to where the young person will go, we are limited for placements in Middlesbrough.

Underspend for Holmwood was due to underspend in September. If we have full places there would be nowhere to put young people.

SEN Team will send out advice and guidance. There needs to be AP referral to that.

PIP panel advantages at looking at case and bringing them forward and having new people around the table.

Transport issues in regards to start up due to how the children get to and from Homewood and where they need to be.

William Gutherie commented that the SEN inclusion fund had a significant underspend in SEN during 2018/19. It is disappointing that this is not being seen in nurseries. Early Intervention is important and money should be seen here. Will circulate email to everyone in group to demonstrate what is felt about this issue.

Judi Libbey commented that claims gone up significantly this financial year, £42,000 spent Q1 further of £8,000 committed.

Waiting for Early Year's access meeting which will hopefully address concerns. Claims will go up as new children will start Nursery in September.

Judi Libbey will consult with the forum about what new process will look like, amount of students will be looked at so that funding can be spent efficiently.

5. **School Family Practitioner Report**

Gail Earl is holiday and John Scadden (Social Worker) is at a meeting so the report was presented by Rob Brown (Director of Prevention and Partnerships). SMF previously agreed to fund practitioners.

There are currently 96 cases open, with a case load of 20 to 25 per SFP. 9 cases have been closed. The practitioners will work with about 25 schools and will work with families for sustained period of 6 to 10 months with cases.

Question from panel: How many post 16 interventions do not have a clear referral process?

RB replied that NEET 16 years + and system not working as should, this will be confirmed.

Good initiative and reality something we need to fund.

Panel Comments

Ideally should take pressure of schools but doesn't and bringing in external relationships hinders the relationships already established with families.

It was pointed out by a member of SMF that this was a misleading report, it states 96 children but its only 27 families.

Decision - Whether or not to agree to fund next year or not.

First few months of the project was mainly setting up the team and training. Panels have not been formally consulted and this should take place moving forward.

Everyone has a say, a pot coming out has everyone benefitting. Under formula find consultation.

Show of hands is needed to vote yes or no, **the majority of show of hands was a no**. When the 4 family practitioner posts end in Oct/Nov they will no longer be funded by DSG and will either need to be funded elsewhere or posts will go from structure.

Going forward we need to look how money was spent. Still clear early help is essential, meeting needs or organisations.

Andrea Williams offered to arrange a meeting with early help.

SMF have voiced concerns with the way the practitioners have been line managed.

Andrea Williams - Increasing demand in Middlesbrough and lack of capacity.

Andrea Crawshaw - Additional funding which came to high needs is £335,000. Is there another way early help can be looked at and can you as a School manage them in the correct way? Can training be done in a different way? This could be explored further before the posts officially come to a close.

6. **DSG Outturn 18-19**

Faye Revely explained that when a permanent replacement for Mark/Sean has been appointed and embedded into team, further detail will be provided regarding the DSG outturn. In the meantime a summary has been provided for SMF.

Bottom line position end of March 2019. £1.683 cumulative deficit for DSG overall.

Position movement year £503k overspend.

High needs budget recovery plan should be looked at to understand them more clearly.

7. **IT Audit Update – Verbal**

Andy Evans (Head of IT for M'bro Council) provided Faye with his findings on the IT audit that was carried out in schools across Middlesbrough, the final figure just under £36,000 for the year.

SMF agreed the charges, but asked if funding could be taken directly from schools and not via the Central Services Block as some schools will pay more than others for the services they receive.

£34,000 was set aside to pay for IT costs from the Central Services Block at the beginning of the year which was agreed by SMF.

SMF asked if Faye Revely could reverse this and ask IT to raise bills directly to the schools for the year instead. FR will provide a response to this in the next SMF meeting.

8. **Voting Rights**

Gemma Simon sent in apologies and resignation she will be replaced by Andy Rogers (Principle of UCA).

It was noted that apologies are required for non-attendees and a question was raised if it is acceptable to nominate a temporary replacement for that meeting.

FR/CP to contact diocese of Middlesbrough for Kevin Duffy, as he has not attended a significant amount of meetings.

Andrea Williams commented that Barry Cooper needs to be added for papers to be sent.

Christina Jones is no longer required and it will be Leanne Chilton needed instead.

Gail Earl should replace Sheila Marley on the list also.

9. **AOB**

Date of next meeting: WEDNESDAY 18th September 2019
8.15 AM COMMUNITY LEARNING CENTRE
