

SCHOOLS MANAGEMENT FORUM

NOTES OF MEETING HELD ON WEDNESDAY 16TH JANUARY 2019, 8:15AM AT ACKLAM GRANGE SCHOOL COMMUNITY LEARNING CENTRE.

PRESENT:

Andrea Crawshaw (Chair)	-	AGS
Andrew Humble	-	Middlesbrough Council
Faye Revely	-	Middlesbrough Council
Afzal Khushi	-	PVI
William Guthrie	-	PVI
Andrea Williams	-	Middlesbrough Council
Mary Brindle (sub. for Angela Robson)	-	Macmillan Academy
Helen Malbon	-	Viewley Hill
Beverley Hewitt-Best	-	Newham Bridge
Joanne Smith	-	Beverley School
Nicola Russell	-	Observer
Adam Cooper (sub. for Anita Jefferies)	-	Abingdon Primary School
John Lees	-	Governor
Helen Dalby	-	Trinity School
Sean Hogg	-	Observer
Samantha Corbyn	-	Middlesbrough Council

1. **Apologies for absence**

Anita Jeffries – Archibald Primary, Janice Brunton-Dobson – Middlesbrough Council, Helen Watson – Middlesbrough Council, Angela Robson – Macmillan Academy, Sheila Marley – Middlesbrough Council, Helen Steele – Caldicotes Primary, Amy Young – Captain Cook, Jane Steel – Middlesbrough College, David Dawes – Kings Academy

2. **Items for AOB**

None

3. **Minutes and Matters arising from the last meeting**

None

4. **Decisions/Action Log**

No issues

5. School's Block Budget 2019/20

The sub-group meeting held on 8th January 2019 identified academies that converted in 2018/19 included full rates of 100% and this should have been reduced to 20%.

Disapplication request submitted for 1% of the School's Budget to be transferred to High Need Block – model assumes this is approved by EFSA. The transfer affects the total budget.

The funding floor factor displays all schools having a 1% higher budget compared to their 17-18 baseline however this is optional and does not take into account the 1.5% transfer to the High Needs Block over 2 years. Minimum funding guarantee is the established route.

Moving to a hard funding formula is an uncertain route as it is not known what could or would be changed.

EFSA have announced that the localised model that is currently set by SMF utilising a flexible MFG % will be continued in 2020/21.

Actions:

- **The revised models that have been presented at today's meeting will be circulated.**
- **The SMF and Inclusion Strategy Group will convene to discuss the above as a subgroup. Caroline Cannon to convene.**
- **SMF agrees on the 0.45% model.**

6. De-delegation Decisions 2019/20

The number of maintained schools has reduced and this presents a risk to Middlesbrough Council in terms of de-delegation.

There is little guidance available detailing what is included in legislative agreements.

Early Help Practitioners

Posts were agreed in July 2018 to commence in September 2018 for a 1 year contract.

- Officers were deployed to pick up Early Help cases in schools, offer safeguarding guidance, and build family plans and signpost families to relevant services. Officers are allocated to clusters.
- Schools should feedback to SMF in regards to the impact of Early Help in schools.

- Funding for the Early Help officers could potentially be provided from the central services block – to be discussed in February SMF.

Impact of the service is as yet unmeasured and this will make it difficult for academies to buy back into it. The proposal to de-delegate presents a risk for Middlesbrough Council.

Action :

- **Discussion with regards to Early Help Practitioners and clusters to be presented to a future SMT by Gail Earl.**

Free School Meals Eligibility

Administration of free school meals was previously undertaken through Kier however as of 1st January 2019 this was transferred to Middlesbrough Council. Costing is roughly the same per annum and there is a proposal to de-delegate this service.

Licensing/Subscriptions

Middlesbrough Council will no longer be able procure a CAPITA SIMS license on behalf of schools and this decision will be communicated to all schools affected. The 12 schools that currently buy back into Licensing will be informed of this decision. Schools are able to pool resources to source a lower fee licensing service, Middlesbrough Council will provide a guidance report on the process for procuring the license to February's SMF.

Action :

- **Schools to be informed of decision that CAPITA SIMS will no longer be de-delegated. Guidance to be provided to schools on procurement options.**

Other license costs in the report are comparable to last year. The number of academies that currently buy back into this service will be communicated to SMF at a later date.

Trade Union Facility Time

Discussion took place regarding this

Action :

- **Further information to be provided to a future meeting regarding Trade Union Facility Time.**

Academies will be given a deadline for which to meet in terms of buy backs.

7. **Early Years Budget**

- Pupil Premium for 3 & 4 year olds is to decrease slightly from last year.
- The early years LAC Pupil Premium Plus appears as though it is not precipitated to schools and there will be less money received for accommodating LAC. This is not clearly understood in the guidance available.
- **WG and AK requested a meeting with AH to discuss Early Years budget from a PVI perspective. Agreed.**

8. **Central Services Budget - Verbal Update**

Services included in the current budget and to be reviewed will be presented to SMF in February and include:

- Admissions Appeals.
- IT infrastructure and support
- Speech and Language Contract
- LADO.
- SMF
- SEN Home to School Transport
- Statutory Services
- Central Services Overheads

Action :

Report to be presented to February SMF regarding the Central Services budget.

It was noted that Middlesbrough Council is no longer in a position to replace grants that end as was the case when the Education Services Grant ended.

9. **AOB**

Jim Farquhar is no longer able to attend SMF and is to be replaced by Helen Dalby as Academy/Secondary Representative. Agreed by SMF.

Circulation list to be updated.

10. **Next meeting is to take place at the Community Learning Centre, Wednesday 27th of February 2019: 8:15am.**