

REDCAR & CLEVELAND SCHOOLS' FORUM**MINUTES OF A MEETING OF HELD ON MONDAY 18 OCTOBER 2021
HELD REMOTELY THROUGH MICROSOFT TEAMS****MEMBERS PRESENT:**PRU Representative:

Mr L Beaumont, Archways

Maintained School Primary Head Teacher:

Miss T Cooper, South Bank Primary School (Chair)

Special School Representative:

Mr P McLean, Kirkleatham Hall Special School

Maintained School Governors:Academy Representatives:

Ms S Walker, Skelton Primary School, Mr R Unthank, Galileo Academy Trust, Mrs A O'Gara, Ironstone Academy Trust, Mrs A Hill, Tees Valley Education Trust, Ms L Marron, Nicholas Postgate Catholic Academy Trust and Mr J Faulkner, Redcar & Cleveland College.

Special School Academy Representative:

Miss R Glover, Mo Mowlam Academy

ALSO PRESENT:

Ms C Mahoney, Assistant Director Education and Skills

Mrs E Laird, Directorate Accountant (Children's Services)

Mr S Harrison, School Business Manager, Kirkleatham Hall School

Mr B Richardson, KTS Academy

Rob Davisworth, Chief Accountant RCBC

Mrs A Livingstone, Clerk to Schools Forum

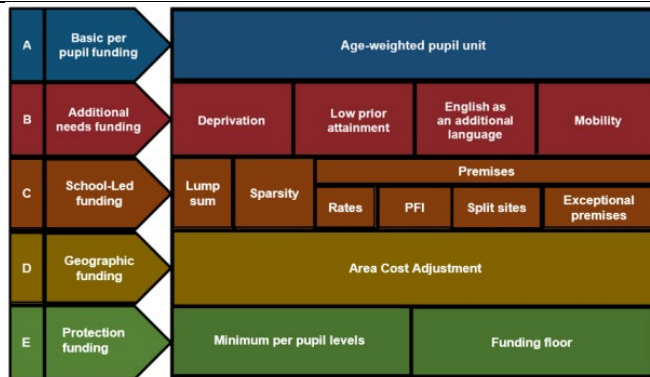
The meeting started at 3pm and the required quorum was met at all times during the meeting.

		ACTION
1	APOLOGIES FOR ABSENCE	
1.1	Apologies were received from Mrs M Henley, Lead for SEN, Mr M Bloomfield, Belmont and Chaloner Primary Schools, Mr A Wappat and Ms G Trattles Outwood Academy Trust, Mrs J Johnson, Virtual School Head	Clerk to update the Attendance Register
1.2	Teacher, Ms R Richardson, NASUWT Trade Union Representative, Mrs M Wheeler, Education Advisor – SEN	

		ACTION
	Cllr A Barnes, Cabinet Member for Children, Councillor C Morgan Local Authority, Mr S Glover, Tees Valley Collaborative Trust and Mr M Robson (Northern Education Trust).	
2.	NOTIFICATION OF ANY OTHER BUSINESS	
	There were no matters notified for discussion as Any Other Business.	
3.	DECLARATIONS OF INTEREST	
	Schools' Forum members were given the opportunity to declare any pecuniary interests or other conflicts of interest relating to items on the agenda for the current meeting. There were no declarations of interest.	
4.	MINUTES AND MATTERS ARISING	
4.1	Minutes of the meeting held on 29 June 2021 were circulated prior to the meeting. Having given members an opportunity to highlight any inaccuracies, the minutes were accepted as a true record of proceedings: <div style="border: 1px solid black; background-color: #e0e0e0; padding: 5px; margin: 5px 0;"> <p>Decision: The minutes of the meeting held on 29 June 2021 were approved for signature by the Chair as a true record of proceedings.</p> </div>	
4.2	Matters Arising from the minutes	
4.2.1	Identification of PVI Sector Representative – Arising from Item 4.3 A suitable candidate had been suggested and was to be progressed by Mrs Laird.	Mrs Laird
4.2.2	Constitution Update – Arising from Item 9.2 The Clerk confirmed that the update to the constitution agreed at the meeting had been made.	
4.2.3	Meeting invites for meetings for the full academic year – Arising from Item 16 The invites had not been received to enable electronic calendars to be updated. The Clerk was asked to progress this.	Clerk
5.	GOVERNANCE	
5.1	<u>Membership update</u> The Clerk advised that Ms G Trattles had been advised to be the new representative from Outwood Academy Trust and Ms L Marron was appointed from Nicholas Postgate Catholic Academy Trust. She would update the membership information. <i>Mrs E Laird joined the meeting.</i>	

	ACTION
<p>5.2 <u>Attendance register</u> There were no issues to bring to the attention of Schools' Forum representatives in relation to attendance.</p> <p><i>Mr J Faulkner joined the meeting.</i></p>	
<p>6. HIGH NEEDS FUNDING UPDATE</p>	
<p>6.1 Mrs Laird had shared a paper showing the initial allocation for High Needs Funding for 2021-22 was £20.997m which was increased by a 0.5% transfer from Schools Block to £21.461m. A further adjustment was made following January 2021 school and February 2021 post 16 census to account for the import/export of pupils across borders. RCBC are a net exporter of 94 pupils which was higher than original allocated. Information was shown on the figures including the adjustments and the budget including the 0.5% transfer.</p> <p>6.2 Mrs Laird informed that costs for places for special schools had increased year on year due to additional commissioned places and the absorption of the teacher's pay and pension grants of £268K. Spend versus budget in special schools was higher due to part year increases in places and additional top up costs.</p> <p>6.3 Fewer places have been commissioned at Archway in 2021-22 due to the large cohort of Y11 leavers in 2020-21, of which there was a part year effect. This saving was offset by the teacher's pay and pension grant of £51K, this wasn't expected to change.</p> <p>6.4 SEN Unit places have increased year on year with the introduction of provision at Freeborough, although top ups are expected to reduce slightly.</p> <p>6.5 Individual Pupil Support was expected to be slightly lower than last year however remains a volatile area of spend.</p> <p>6.6 Out of Borough top ups were planned to increase due to a small number of new high-cost placements of children moving into the borough from Middlesbrough and North Yorkshire schools.</p> <p>6.7 Independent school usage and costs had increased since the opening of Mackenzie Thorpe school specialising in autistic spectrum conditions where provision has been historically low.</p> <p>6.8 Mrs Laird stated that a £629K contingency fund was created and was used to offset the in-year overspends of £349K. The current surplus in 21-22 would be used to offset the £2.763m. 10% would be paid back if the figures remained as they were.</p>	

		ACTION								
6.9	<p>The Local Authority had been given a National Funding Formula (NFF) provisional allocation for 2022-23 as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Schools Block (excl Growth)</td> <td style="text-align: right;">£103,156,001</td> </tr> <tr> <td>High Needs Block</td> <td style="text-align: right;">£22,939,340</td> </tr> <tr> <td>Central Services Block (incl historic commitments)</td> <td style="text-align: right;">£814,313</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£126,909,654</td> </tr> </table> <p>Early Years Block allocations were not notified at this stage.</p>	Schools Block (excl Growth)	£103,156,001	High Needs Block	£22,939,340	Central Services Block (incl historic commitments)	£814,313	Total	£126,909,654	
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High Needs Block	£22,939,340									
Central Services Block (incl historic commitments)	£814,313									
Total	£126,909,654									
6.10	<p>The NFF factors would increase by 3% in most categories. The High Needs Block increases of £2,000,000 will relate in part to the change in allocation from 50% of budgeted spend in 2017-18 to 50% of actual spend following the High Needs NFF consultation earlier in 2021-22. In the previous year the Forum had requested 0.5% additional funding from schools, this would not be needed this year.</p>									
6.11	<p>Mrs Laird stated that her recommendation to the Forum members was to note the current anticipated underspend in 2021-22. The forum noted this.</p>									
7.	DSG MANAGEMENT PLAN									
7.1	<p>Mrs Laird advised that a Management Plan had been presented at the last meeting, this showed a 4-year plan. There had been slight changes and the document needed to be repopulated and extended by a further year. She would share this information when ready, this would show the deficit decreasing over the next five years. The Chair stated her understanding that the new template was very different, and information could not just be copied across.</p>									
8.	RCBC RESPONSE TO NATIONAL FUNDING FORMULA									
8.1	<p>It was advised that a consultation had been sent out and the council had responded. As a council, Mrs Laird informed that they liked to have an element of lobbying. All schools would have been notified of the consultation, but she was unsure who had responded.</p>									
8.2	<p>Mrs Laird advised that the NFF was based on a variety of factors.</p>									



- 8.3 Geographic funding ref D was only relevant to schools in London and the Southeast.
- 8.4 The formula used was referred to as 'soft'; The DfE worked out the funding which was sent to the local area and Schools Forum/LA agreed the allocation to individual schools. The changes would give a 'hard' formula this will remove the middle step of Schools Forum, ensuring that all schools nationally receive the same funding for all the factors at the same rate. This was as it was based on consistent assessment of needs (October census), Simple and Transparent and Efficient and Predictable.
- 8.5 There was no fixed date at present for this change to be made.
- 8.6 Mrs Laird informed that some questions were not relevant to Redcar & Cleveland Council. She informed that some areas which may differ for other councils included Local funding formula, mobility factor and sparsity factor.
- 8.7 Questions of interest included the following, and the response from Redcar and Cleveland Council to the consultation.
- 8.7.1 *Do you have any comments on how we could reform premises funding during the transition to the directly applied NFF?*
 We would suggest including age/conditions of buildings in some way as this often leads to higher running costs. We expect to see higher energy costs as a result of recent problems that would be exacerbated in schools without sources of renewable energy or poor levels of building insulation. Mrs Laird informed the meeting that she had been informed there would be a 65% increase in energy costs for council buildings.

	ACTION
<p>8.7.2 <i>Do you have any comments on our proposed approach to growth and falling rolls funding?</i> The DfE 'reward' schools for academising as they view that they will improve under a Trust rather than under the LA and therefore attract more pupils and growth funding. This is unfair to maintained schools who can not access popularity growth funding. Our view is that a school, such as Ryehills, could fail to improve under MAT and pupils cause a popularity spike in a neighbouring maintained schools or a second-chance to 'win' funding for another academy.</p>	
<p>8.7.3 <i>Do you agree that the additional flexibility for LAs in the EAL factor, relating to how many years a pupil has been in the school system, should be removed from 2023-24?</i> Yes – it would mean funding non-English speakers for their first three years in school. Mrs Laird added that this was already in place across Redcar and Cleveland areas, some other areas only gave 1-2 years.</p>	
<p>8.7.4 <i>Do you agree that the additional flexibilities relating to the sparsity factor should remain in place for 2023-24?</i> Yes – this supports LAs to transition in a timely way. It does not affect RCBC.</p>	
<p>8.7.5 <i>Are there any comments you wish to make on the proposals we have made regarding ongoing central school services, including on whether in the future central school services funding could move to LGFS?</i> Moving CCSB to LGFS will put the services provided at risk of cuts from Government if not specifically ring-fenced. There are often delays in receiving the LGFS settlement, which often is only notified to local authorities three months before the start of a financial year and there has been a short term (one year funding settlement) approach in recent years which hinders effective financial planning. There will be potentially less transparency if the block were to be subsumed within the overall LGFS funding block.</p>	
<p>8.7.6 <i>Are there any advantages or drawbacks to moving maintained schools to being funded on an academic year basis that you feel we should be aware of?</i> There would be a potential advantage if the timing of the annual census were to move to later in the academic year, say January, which would mean all schools being on the same lagged funding and would reduce the likely need for growth funding as the timeframe would be shorter (for example, in year growth would be measured over 9 months not twelve)</p>	
<p>8.8 Power point to be shared with members.</p>	
<p>9. GROWTH FUND UPDATE</p>	
<p>9.1 Mrs Laird informed that as part of Schools Block funding in 2019-20, DfE introduced a formulaic approach to allocating growth funding to local authorities to ensure that this funding was distributed fairly and consistently. This was calculated by looking at growth by Middle Super Output Area (MSOA) which is a measure of local</p>	

		ACTION
	population growth rather than individual school numbers, these population numbers looked at MSOA as 4000 people. RCBC has 54 schools that fall into 19 MSOA. For example Redcar has five MSOA covering 14 schools.	
9.2	If there was growth the funding provides £1,485 allocation per primary growth place and £2,220 per secondary growth place in 2022-23. In the past there had been £230,000- £240,000 per year on the Growth Fund.	
9.3	As a group of schools there was no massive growth and in 2019-20 it had been agreed that half of the Growth Fund be retained in the fund. In 2021-22 Schools forum agreed not to increase the reserve for Growth Funding which remains at £122,280. There had been no claims made so far within 2021-22 and the balance remained at £122,280.	
9.4	For 2022-23 there was an expectation that pupil numbers will increase, and funding will be required to meet the Y6 pupils in the west of the borough transitioning to secondary school. If an extra 60 places were needed in the west of the borough and schools needed to increase the pupil admission number for Y7 the fund would be released. Secondary schools would receive funding for 12 months, primary schools would receive funding if needed for seven months. Numbers were uncertain until census data was collected.	
9.5	The Forum noted the position of the Growth Fund and agreed for any residual balance to be carried forward to the next financial year 2022-23.	
10.	ANY OTHER BUSINESS	
10.1	There were no matters discussed under Any Other Business.	
11.	ITEMS FOR FUTURE MEETINGS	
11.1	The following items were agreed for discussion at the next meeting:	
11.2	The Chair requested information on anticipated and falling numbers in the coming years, which Ms Mahoney informed that she would bring to the next meeting.	
11.3	Mrs Laird commented on the change to business rates for maintained schools and academies, she added that this would not impact schools negatively but required noting.	
12.	DATE AND TIME OF FUTURE MEETINGS	

		ACTION
12.1	<p>The dates and times of future meetings were</p> <ul style="list-style-type: none">• Monday 22 November 2021• Monday 10 January 2022• Monday 27 June 2022 <p>All meetings would start at 3pm. Members agreed that the meetings would continue as virtual meetings and the clerk would forward electronic invites for the academic year.</p>	

Meeting closed at 3.45pm

These minutes have been approved by Schools' Forum as a true record of proceedings:

Chair: _____

Date: _____

REDCAR & CLEVELAND SCHOOLS' FORUM**MINUTES OF A MEETING OF HELD ON MONDAY 10 JANUARY 2022
HELD REMOTELY THROUGH MICROSOFT TEAMS****MEMBERS PRESENT:**Maintained School Primary Head Teacher:

Miss T Cooper, South Bank Primary School (Chair)

Special School Representative:

Mr P McLean, Kirkleatham Hall Special School

Maintained School Governor:

Mr M Bloomfield, Belmont and Chaloner Primary Schools

Academy Representatives:

Mr R Unthank, Galileo Academy Trust (Chaired the meeting in absence of the Chair), Ms S Walker, Skelton Primary School, Mrs A O'Gara, Ironstone Academy Trust, Mrs A Hill, Tees Valley Education Trust, Ms L Marron, Nicholas Postgate Catholic Academy Trust, Mr S Glover, Tees Valley Collaborative Trust, Mr M Robson, Northern Education Trust.

Special School Academy Representative:

Miss R Glover, Mo Mowlam Academy

None Schools Members:

Councillor C Morgan Local Authority

Ms R Richardson, NASUWT Trade Union Representative

Mr J Hawthorne PVI Representative:

Jason Faulkner, Redcar & Cleveland College.

ALSO PRESENT:

Ms C Mahoney, Assistant Director Education and Skills

Mrs E Laird, Directorate Accountant (Children's Services)

Cllr A Barnes, Cabinet Member for Children – None-executive Elected Member of RCBC

Mr B Richardson, KTS Academy

Mrs A Livingstone, Clerk to Schools Forum

Mrs A Douglas, Observing Clerk

The meeting started at 3pm and the required quorum was met at all times during the meeting.

		ACTION
1	APOLOGIES FOR ABSENCE	
1.1	There were no apologies received from members of Schools Forum.	Clerk to update the Attendance Register
2.	NOTIFICATION OF ANY OTHER BUSINESS	
	There were no matters notified for discussion as Any Other Business. none	
3.	DECLARATIONS OF INTEREST	
	Schools' Forum members were given the opportunity to declare any pecuniary interests or other conflicts of interest relating to items on the agenda for the current meeting. There were no declarations of interest.	
4.	MINUTES AND MATTERS ARISING	
4.1	Minutes of the meeting held on 18 October 2021 were circulated prior to the meeting. Having given members an opportunity to highlight any inaccuracies, the minutes were accepted as a true record of proceedings:	Chair
	Decision: The minutes of the meeting held on 18 October 2021 were approved for signature by the Chair as a true record of proceedings.	
4.2	Matters Arising from the minutes	
4.2.1	Attendance register – Arising from item 1.1 The Clerk confirmed that the attendance register had been updated.	
4.2.2	Identification of a PVI Sector Representative – Arising from Item 4.2.1 Mrs Laird confirmed that a suitable candidate had been secured and Josh Hawthorne attended today's meeting.	
5.	MEMBERSHIP UPDATE	
5.1	<u>Membership update</u> The Clerk stated that with the inclusion of Mr Hawthorne as a PVI sector representative there were no current vacancies. <i>Mike Bloomfield joined the meeting.</i>	
6.	PUPIL PREDICTIONS	

		ACTION
6.1	<p>Ms Mahoney shared an overview of the briefing paper, which indicated that there were no concerns with primary places in the next three to five years as there were sufficient places to meet demand. In some particular areas of the borough, some primary schools may be at risk during the period due to low birth rates and new housing taking children to other schools. There was the need to ensure when looking at the Pupil Admission Numbers that a timescale of ten years was looked at.</p> <p><i>Paul McLean joined the meeting.</i></p> <p><i>Tammy Cooper joined the meeting.</i></p>	
6.2	<p>In relation to secondary schools/academies, Ms Mahoney informed colleagues that there would be approximately 75 more students than places for September 2022, and a further 60 more students than places for September 2023, the west cluster was the area of most concern. There had however been support from Academy Trusts in increasing their year group numbers to accommodate additional pupils and it was hoped that by 1st March agreements would be in place to expand the year groups and ensure capacity, then reduce back to the original numbers. Members noted the information shared.</p> <p><i>Chairing of the meeting handed from Mr Unthank to Miss Cooper who had entered the meeting, giving her apologies due to a matter within school.</i></p>	
7.	DSG MANAGEMENT PLAN	
	<i>Lisa Marron joined the meeting.</i>	
7.1	<p>Mrs Laird informed that there were no changes to the plan at present. She had hoped that some surplus funds in 21/22 would be used to pay off the deficit. There was work ongoing around planning and use of places, with a rise in requests for assessments and exclusions. There was a rise expected for independent school placement costs, one had already informed of this large rise, this was partly due to the increase in minimum wages, the increase in health and social care levy and utility bills increasing. There was therefore some work to complete on the plan due to the sizable increase expected.</p>	
7.2	<p>Mrs Laird informed that there may be a potential need for a 5% block transfer again the following year. In the past there had been the possibility to amend the growth fund but going forward this was not going to be possible.</p>	
7.3	<p>Mrs Laird to present plan later in the year.</p>	

		ACTION
8.	SCHOOL BUSINESS RATES	
8.1	Mrs Laird provided information for Forum members to take back to those who they represented and their finance colleagues.	
8.2	A consultation on school business rates concluded earlier this year, regarding a proposal to centralise the payment of business rates for state funded schools from 2022-23. State funded schools would no longer pay a cash transfer for business rates in the future, this would be automatically transferred by the ESFA to billing authorities as a cash payment.	
8.3	Academies used a portal to ensure that rates were paid accurately, and any claims for historical errors should be submitted by the end of March.	
9.	DEDICATED SCHOOLS GRANT 2022/23	
9.1	Mrs Laird shared updates on the use of DSG in 2022-23 via an update on four funding blocks and sought approvals for the use of the funding.	
9.2	The relevant National Funding Formula (NFF) changes included: <ul style="list-style-type: none"> - Teachers pay and pension grants included in the baseline for calculating minimum funding guarantee - Low prior attainment data from 2019 to be used - Free school meal data will be based on the October 2021 census - National Non-Domestic Rates (NNDR) will be included in the total funding; however, a cash settlement would be made directly by the ESFA to the billing authority. 	
9.3	The Schools Block funding for 2022-23 of £103.238m and was based on 19,239 students from the Oct 2020 census.	
9.4	There were three optional factors not currently used in the local formula – looked after children, mobility and sparsity. Mrs Laird proposed that the mobility factor continued to be excluded from the formula.	
9.5	There was a small funding gap of £59,041. Mrs Laird had discussed this with neighbouring authorities who had larger gaps. Gains had been capped at 4.94%. The impact of capping gains would affect three primary schools and two secondary schools. Ms L Marron sought an early indication of the five schools affected. Mrs Laird confirmed that school level data was available in Appendix B. Statements would be sent out from the DfE around the end of February.	

		ACTION
9.6	Included in the funding envelope was a growth fund of £307,000 which should make the additional secondary school places which were needed affordable.	
9.7	Information was shared on the high needs block and how it was calculated. This was subject to consultation. There would be an 11% increase on the allocation of funding from last year. Special schools would also receive a supplementary grant to cover the costs of the Health and Social Care levy. Only public sector employers were eligible for the funding.	
9.8	Notional SEN values would continue as per 21-22 formula with 8% of Age Weighted Pupil Unit (AWPU) funding, 16% of deprivation funding and 80% of low prior attainment funding contributing to the allowance. This equated to a funding allocation of £12.9m across the borough, before schools look for high needs and top up.	
9.9	The early years block was based on part time equivalent children that are expected, based on birth rates and levels of disadvantage. The rates payable to providers would increase to £4.27 from £4.12. The funding for disadvantaged 2-year-olds would increase to £5.39 from £5.18. The Disability Access Fund would be paid at the national rate of £800 per child. The council would fund providers with early years' pupil premium at a national rate of £0.60 per hour per eligible pupil (£0.53 per hour 21/22) up to a maximum of 570 hours. Eligibility was checked by the local authority and was based on the parents' benefits claims and/or whether the child was looked after by a local authority.	
9.10	Mrs Laird noted that there was a business case for Inspire 2 Learn to become self-sufficient. Miss Cooper enquired whether this business case can be shared.	
9.11	Forum noted the proposals for Schools block: <ul style="list-style-type: none"> - That gains to schools were capped at 4.94% - That the minimum funding guarantee was set to 2% - The continuation with the agreed notional SEN allocations in schools block. 	
9.12	Miss Cooper agreed on behalf of maintained school headteachers to continue with the de-delegation of funding for the Free School Meals eligibility service.	
9.13	Miss Cooper to consult with maintained school headteachers regarding the proposal to allow de-delegation to support Trade Union Facility Time across the authority as she was concerned this could be a considerable sum which needed factoring. Mrs Cooper to share the outcome of discussion with Mrs Laird by 21st January 2022.	Miss Cooper

		ACTION
9.14	Schools' Forum members approved the proposed spend for the on-going responsibilities element of the 22-23 Central School Services Block.	
10.	ANY OTHER BUSINESS	
10.1	There were no matters discussed under Any Other Business.	
11.	ITEMS FOR FUTURE MEETINGS	
11.1	The following items were agreed for discussion at the next meeting:	
11.2	Update on DSG management plan to be shared by Mrs Laird.	Mrs Laird
11.3	Mrs Laird and Ms Mahoney will discuss PRU spending.	Mrs Laird/Ms Mahoney
11.4	Ms Mahoney will invite a local authority colleague to share updates on SEND spending and Resource Panel.	Ms Mahoney
11.5	A discussion took place on the number of Schools Forum meetings per year as the November meeting had been cancelled, and a fourth meeting was proposed. Colleagues sought confirmation on whether the constitution could be changed to reflect the number of meetings. Mrs Livingstone to look into the matter and propose a fourth date if one is required.	Mrs Livingstone
12.	DATE AND TIME OF FUTURE MEETINGS	
	The dates and times of future meetings were <ul style="list-style-type: none"> Monday 27 June 2022 <p>All meetings would start at 3pm with those to continue remotely</p>	

Meeting closed at 3.55pm

These minutes have been approved by Schools' Forum as a true record of proceedings:

Chair: _____

Date: _____

REDCAR & CLEVELAND SCHOOLS' FORUM**MINUTES OF A MEETING OF HELD ON MONDAY 27 JUNE 2022 AT 3:00PM
HELD REMOTELY THROUGH MICROSOFT TEAMS****MEMBERS PRESENT:**

Maintained School Primary Head Teacher:

Special School Representative:

Mr P McLean, Kirkleatham Hall Special School

Maintained School Governor:

Mr M Bloomfield, Belmont and Chaloner Primary Schools

Academy Representatives:

Mrs A O'Gara, Ironstone Academy Trust, Ms L Marron, Nicholas Postgate Catholic Academy Trust, Mr S Glover, Tees Valley Collaborative Trust, Mr M Robson, Northern Education Trust (chaired the meeting in the absence of the Chair), Mrs S Hill, Steel River Academy Trust (in part)

Special School Academy Representative:

Miss R Glover, Mo Mowlam Academy

Non Schools Members:

Councillor C Morgan, Local Authority

Ms R Richardson, NASUWT Trade Union Representative

Dr J Hawthorne, PVI Representative (in part)

ALSO PRESENT:

Mrs E Laird, Directorate Accountant (Children's Services)

Mr B Richardson, KTS Academy

Mr G Smith, Lead for Inclusion

Mrs A Douglas, Clerk to Schools' Forum

The meeting started at 3pm and the required quorum was met at all times during the meeting.

		ACTION
1	APOLOGIES FOR ABSENCE	
1.1	Apologies had been submitted in advance from Miss T Cooper (Chair), Mrs C Chadwick and Mr J Faulkner. In the absence of the Chair, Mr M Robson chaired the meeting.	
1.2	Dr J Hawthorne and Ms C Mahoney had given advance notice that they would be late to join the meeting.	Clerk
2.	NOTIFICATION OF ANY OTHER BUSINESS	
	No items were declared for consideration under Any Other Business (AOB).	
3.	DECLARATIONS OF INTEREST	
	Schools' Forum members were given the opportunity to declare any pecuniary interests or other conflicts of interest relating to items on the agenda for the current meeting. No such declarations were made on this occasion.	
4.	MINUTES AND MATTERS ARISING	
4.1	Minutes of the meeting held on 10 January 2022 had been circulated prior to the meeting. Having given members an opportunity to highlight any inaccuracies, the minutes were accepted as a true record of proceedings: <div style="border: 1px solid black; background-color: #e0e0e0; padding: 5px; margin: 5px 0;"> <p>Decision: The minutes of the meeting held on 10 January 2022 were approved for signature by the Chair as a true record of proceedings.</p> </div>	Chair
4.2	Matters Arising from the minutes <u>Matter Arising from Item 9.13</u>	
4.2.1	Mrs Laird confirmed that Miss Cooper had consulted with maintained school headteachers regarding the proposal to allow de-delegation to support Trade Union facility time across the authority.	

		ACTION
4.2.2	<p><u>Matter Arising from Items 11.2 and 11.3</u></p> <p>The DSG management plan and PRU spending had been added to the agenda of today's meeting.</p>	
4.2.3	<p><u>Matter Arising from Item 11.4</u></p> <p>Members noted an outstanding action: Ms Mahoney to invite a local authority colleague to share updates on SEND spending and Resource Panel.</p>	C Mahoney/ agenda item
4.2.4	<p><u>Matter Arising from Item 11.5</u></p> <p>The Clerk confirmed that four School's Forum meetings would be held in the 2022-23 academic year.</p>	
5.	APPOINTMENT OF CHAIR FOR THE 2022-23 ACADEMIC YEAR	
5.1	The Clerk took the chair for this item. The Clerk advised that elected members and officers were not eligible to hold the post of Chair or Vice Chair. Members had been invited in advance to express their willingness to serve as Chair of Schools' Forum for the 2022-23 academic year. No names had been submitted in advance of the meeting. Members were also given an opportunity at the meeting to express their willingness to stand. Mr Michael Robson volunteered, and no further names were forthcoming.	
5.2	RESOLVED that Mr Michael Robson be appointed Chair of Schools' Forum for the academic year 2022-23.	Clerk
5.3	Mr M Robson took the chair for the remainder of the meeting.	
6.	APPOINTMENT OF VICE CHAIR FOR THE 2022-23 ACADEMIC YEAR	
6.1	Members had been invited in advance to express their willingness to serve as Vice Chair of Schools' Forum for the 2022-23 academic year. No names had been submitted in advance of the meeting. Members were also given an opportunity at the meeting to express their willingness to stand. Miss Rachel Glover volunteered, and no further names were forthcoming.	
6.2	RESOLVED that Miss Rachel Glover be appointed Vice Chair of Schools' Forum for the academic year 2022-23.	Clerk

		ACTION
7.	PUPIL REFERRAL UNIT (PRU) FUNDING	
7.1	<p><u>Purpose</u></p> <p>To inform Schools' Forum of funding arrangements for alternative provision.</p>	
7.2	<p><u>Discussion/Challenge</u></p>	
7.2.1	<p>Mrs Laird guided members through the briefing note which had been shared in advance. Alternative providers received high needs funding in different ways. Core funding related to an annual allocation of funding based on an amount per place. Top-up funding was funding required, in addition to core funding, to enable pupils to participate in education, and was paid by the local authority or school commissioning each place.</p> <p style="text-align: center;"><i>Mrs S Hill joined the meeting</i></p>	
7.2.2	<p>Information on local providers of registered alternative provision was included in the briefing paper at item 3. The Tees Alternative Education Directory had also been shared for information at appendix A.</p>	
7.2.3	<p>The local authority did not devolve funding to schools for alternative provision. Places at alternative provision schools were based on £10,000 per place, per year, regardless of the individual occupying the place. This provided certainty. Additional funding was provided for children who had an Education, Health and Care Plan (EHCP) on a pro-rata basis for the time the pupil was at the school.</p>	
7.2.4	<p>An additional 10 places had been commissioned by the local authority at Archway for the 2022-23 academic year owing to the increase in numbers of permanent exclusions. Historical information on pupil numbers at Archway was presented. In response to a note of caution from members regarding the time required in ensuring adequate staffing levels and capacity, Mrs Laird confirmed that the increase in places had been agreed in April 2022.</p>	Lead for Inclusion/ Agenda item
7.2.5	<p>Members sought information on what early interventions were in place to prevent a further increase in permanent exclusions, noting the impact of COVID-19 was no longer as prevalent as it had been. Mr Robson and Councillor Morgan shared information on the Schools Improvement Task and Finish Group which was in the early stages of reviewing what provision was in place. Visits would be conducted to various establishments. Members agreed that they would welcome an update from the Task and Finish Group at the next Schools' Forum meeting.</p>	

		ACTION
7.3	<p><u>Outcome</u></p> <p>Schools' Forum members noted the information contained in the report, including the places available to Archway.</p>	
8. DELIVERING BETTER VALUE IN SEND (DBV) PROGRAMME		
8.1	<p><u>Purpose</u></p> <p>To inform Schools' Forum of actual income and expenditure against Dedicated Schools Grant (DSG) to the year ending 31 March 2022.</p> <p style="text-align: center;"><i>Dr J Hawthorne entered the meeting</i></p>	
8.2	<p><u>Discussion/Challenge</u></p>	
8.2.1	A briefing note which provided detailed information on the DSG outturn had been shared in advance of the meeting. Members were guided through the following salient points in the report.	
8.2.2	The schools block was fully distributed to schools and therefore there was no variance to budget. There was a deficit of £604,000. Mrs Laird shared analysis of areas of overspend in the high needs block, such as an overspend of £440,000 on independent schools owing to limited capacity in the borough. Members noted that the overspend in this area was a result of the rising cost of placements rather than an increase in pupils that had been placed.	
8.2.3	In response to a query from members, Mrs Laird explained that the income line was empty because it could not be budgeted for. Charges to schools in relation to permanent exclusions were discussed, with members noting that generally, an element of the age weighted pupil unit (AWPU) was deducted. Mrs Laird would investigate the numbers from the last academic year and share feedback with members following the meeting.	Mrs Laird
8.2.4	Members were informed of the £2.404m surplus in overall maintained school balances, noting that £0.378m of prior year surpluses had been used. The latest (DSG) allocation for 2022-23 was £135.4m, and members were informed of how this was broken down.	
8.2.5	Redcar and Cleveland Borough Council had been invited to join the Delivering Better Value (DBV) programme in Autumn 2022, which was a programme of support for councils with excessive deficits. Phase 1 would include agreement on the critical elements of the action plan, and members were informed that Schools' Forum could be	

		ACTION
	consulted. Phase 2 would involve the implementation of action plans with the possibility of grant funding. Mrs Laird would share regular updates on progress with members.	
8.2.6	Members noted that escalating costs were affecting neighbouring boroughs.	
8.2.7	In relation to the list of alternative providers that had been shared, members requested that the local authority added explicit information on which Key Stage the provision related to. Members also noted that some of the providers in the Tees Alternative Education Directory were not registered with Ofsted. It was agreed that further information should be added to clarify which providers were registered with Ofsted, in order that it was clear to members which providers were appropriate for five-day provision.	Local Authority
8.3	<p><u>Outcome</u></p> <p>Schools' Forum members:</p> <ul style="list-style-type: none"> - Noted the overspend in 2021/22 and understood the reasons for the overspend, - Noted the carry forward of balances to 2022-23, - Noted the latest DSG budget allocation, - Noted the acceptance of the DBV programme. 	
9.	DEDICATED SCHOOLS GRANT (DSG) FINAL OUTTURN POSITION 2022-23	
	This item had been included in agenda item 8.	
10.	MEMBERSHIP UPDATE	
	Members noted that Councillor Morgan had been reappointed as the representative for Elected Members for the 2022-23 academic year. Helen Dalby would replace Lisa Marron from Nicholas Postgate Catholic Academy Trust in the 2022-23 academic year.	
11.	ANY OTHER BUSINESS	
	Members noted that some important stakeholders had not attended the meeting and shared thoughts on the advantages and disadvantages of virtual and in-person meetings. Some members felt that virtual meetings offered more flexibility in attendance.	

		ACTION
12.	ITEMS FOR FUTURE MEETINGS	
	<ul style="list-style-type: none"> - An overview of how early interventions were used to prevent permanent exclusions, - An update on the Delivering Better Value programme, - Ms Mahoney to invite a local authority colleague to share updates on SEND spending and Resource Panel (outstanding action from the previous meeting). 	Ms Mahoney Mrs Laird Ms Mahoney
13.	DATE AND TIME OF FUTURE MEETINGS	
	<p>The dates and times of future meetings were</p> <ul style="list-style-type: none"> • Monday 3 October 2022 • Monday 28 November 2022 • Monday 16 January 2023 • Monday 26 June 2023 <p>All meetings would start at 3pm and would be held virtually.</p>	

Meeting closed at 3.55pm

These minutes have been approved by Schools' Forum as a true record of proceedings:

Chair: _____

Date: _____