

DARLINGTON SCHOOLS FORUM

29th April, 2014

PRESENT Christine Boyce (St Teresa's RC Primary School), Elizabeth Charlton (Ferndene), Mike Fryer (Hummersknott Academy), Dean Judson (Hurworth Academy), Kay Kelly (Rise Carr College), Peter King (Corporation Road Community School), Christine Large (St John's Church of England Academy), Lindsay Long (Play Hut), Lynn Millar (Borough Rd Nursery School), Jennifer Moorhouse (Roman Catholic Diocese of Hexham and Newcastle), Mike Shorten (Carmel College), Catherine Thompson (West Park Academy), Shirley Welsh (Whinfield Primary School), Richard Gartland (Education Village), Susan Johnson (Longfield Academy of Sport) and Sam Hirst (West Park Academy)

ALSO IN ATTENDANCE – Councillor Cyndi Hughes, Lynne Walden (PVI), Stephen Mannigan (EFA)

OFFICERS IN ATTENDANCE – Jenni Cooke (Assistant Director – Children, Families and Learning), Paul Richardson (16-19 Education), Chris Archer (Early Years Manager/Lead Officer) and Brett Nielsen (Finance Manager, Resources Department).

APOLOGIES – Craig Alderson (High Coniscliffe Church of England Primary School), David Hall (Darlington School of Maths and Science), Rachel Kershaw (The Head of School and Pupil Support Services), Paul Wray (West Park Academy), Maura Regan (Carmel College), Sue Richardson (Education Village) and Brian Watkinson (The Federation of Mowden School).

DS1. CHAIR - It was agreed that Dean Judson be elected as Chair for this meeting only.

DS2. DECLARATIONS OF INTEREST – There were no declarations of interest reported at the meeting.

DS3. MINUTES – Submitted – The Minutes (previously circulated) of the meeting of this Forum, held on 14th January, 2014.

RESOLVED – That the Minutes be approved as a correct record.

DS4. MATTERS ARISING – Pursuant to Minute DS34/Jan/14, it was reported that the post of School Forum Monitoring and Support Officer had been advertised and shortlisted. Two candidates would be interviewed over the coming weeks.

Submitted – DSG Funded Services – Music Service Remissions, Durham Music Service. The Finance Manager, Resources Group submitted a request for further funding from Durham Music Service (previously circulated). It was reported that when the 2014/15 budget had been agreed in January, that funding for the Durham Music Service had been allocated at the same amount as previous years. The

request outlined the need for additional funding and highlighted the additional cost as being £14,958 for 2014/15. Members were advised that although all of the budget had been allocated for 2014/15 there was still underspend from 2013/14 that could be used.

RESOLVED – (a) That the Forum be informed if the School Forum Monitoring and Support Officer is appointed.

(b) That the additional funding for Durham Music Service be approved and taken from the 2013/14 underspend.

DS5. ELECTION OF A CHAIR – It was reported that two nominations had been put forward for Chair of the forum for the 2014-16 forum cycle, namely Dean Judson and Peter King, and that Members would be contacted via email to vote for either candidate.

RESOLVED – It was agreed that the candidate that is not elected as Chair take on the role as Vice Chair for the 2014-16 forum cycle.

DS6. SCHOOL FORUM TERMS OF REFERENCE – The Finance Manager, Resources Group submitted a report (previously circulated) updating the Schools Forum on the Terms of Reference.

Discussion ensued on the decision making powers of the Forum, the membership breakdown and the updated guidance from the Education Funding Agency (EFA).

RESOLVED – That, adjustment was required on page two, to include the 16-24 elements.

DS7. BUDGET UPDATE 2014/15 – The Finance Manager, Resources Group submitted a report (previously circulated) updating the Schools Forum on the 2014/15 Dedicated School Grant position.

The Finance Manager reported that following the budget being agreed in January 2014, the EFA had issued the final allocations for 2014/15 creating an increase of £233,000 from the “High Needs Place Review”. This increase had been allocated to the High Needs block as a contingency, to cover any increase in high needs payments resulting from placement changes.

It was also highlighted to Members that the EFA had procured an increased number of licences as outlined in the submitted report, resulting in a shortfall of £21,822.

RESOLVED – (a) That the allocation of additional DSG to high needs contingency be approved by the Forum.

(b) That the short fall in recoupment of £21,155 be covered from the high needs contingency be approved by the Forum.

(a) That the shortfall in the licenses budget be funded from 2013/14 carry forward be approved by the Forum.

(b) That the revised budget, as detailed in appendix 1 of the submitted report be approved by the Forum.

DS8. BUDGET UPDATE 2013/14 – The Finance Manager, Resources Group submitted a report (previously circulated) to update the Schools Forum regarding the use of the Dedicated Schools Grant (DSG) budget in 2013/14.

The Finance Manager, Resources Group reported that there was an expected underspend of £1.248 million and that the detailed year end budget position was shown at appendix 1 of the submitted report.

Discussion ensued on the use of the underspend including the proposals outlined at paragraph 28 of the submitted report, and the approval of this from the EFA.

RESOLVED – (a) That the report be noted.

(b) That the carry forward of any underspend in the Home and Hospital budget for on-going commitments be approved by the Forum;

(c) That contact be made with the EFA to ensure the proposals are acceptable within the terms of funding.

(d) That the final proposals be submitted to the June meeting of this Forum to be agreed.

DS9. EARLY YEARS EDUCATION – Pursuant to minute DS37/Jan/14, the PVI Representatives submitted a report (previously circulated) to give further information to the request of an increase of the PVI hourly rate for the delivery of funded places for 2, 3 and 4 year old children.

The PVI Representative gave an overview of the report and highlighted to members; the findings of the nursery working group. Discussion ensued on the similar investigation into funding from the nurseries that had taken place previously, the findings from that, in comparison to figures submitted at appendix one of the report.

RESOLVED – That the Early Year's Practitioners and School Forum Monitoring & Support Officer will contact schools to be involved with a further piece of work regarding the delivery of funded places for 2, 3 and 4 year old children, to be submitted to this Forum at a later date.

DS10. VOLUNTARY AIDED/TRUST ADMISSIONS CONTINGENCY – Pursuant to minute DS34/Jan/14 the Finance Manager, Resources Group submitted a report (previously circulated), to give further information to the Forum concerning the Voluntary Aided /Trust admissions contingency.

RESOLVED – That this item be deferred to the June meeting of this Forum.

DS11. ANY OTHER BUSINESS – (i) SEN FUNDING – The Head of 16-19 (Learning and Skills) submitted a presentation, to the Forum to inform Members of the changes to the SEN funding formula.

It was reported that the SEN changes in the current formula had been approved to meet the EFA requirements, but 2014/15 was a transitional year. From the 2015/16 budget, additional adjustments would need to be made to the funding formula to delegate £6,000 for LCHI SEN and schools would then need to apply for SEN funding when identified support needs were above £6,000. It was highlighted that some additional funding would need to be taken from schools budgets and allocated into the high needs block, to achieve this.

Discussion ensued on; the work being undertaken by the Head of 16-19 (Learning and Skills) and the Head of School and Pupil Support Services with schools in order to create a streamline process; future working to involve early years practitioners, the effect and movement within the school's budgets and the consequences of the new formula.

RESOLVED – (a) That the report be noted.

(b) That the Forum be kept informed of ongoing progress.