

## Recruitment, retention and financial sustainability for schools

<b>Chair/Co-chair</b>	ELP Headteacher board member and AD P&P/SEN
<b>LA Lead Officer</b>	AD Planning & Resources (Gary Redhead)
<b>Members</b>	<ul style="list-style-type: none"> <li>Primary School Head teacher (Rachel Martin)</li> <li>Primary School Head teacher (Paul Adair)</li> <li>GNP Quadrant Rep (Laura Morgan)</li> <li>ELP Board member (Nicola Forster)</li> <li>AD Planning &amp; Resources (Gary Redhead)</li> <li>Service Head Strategic Planning &amp; Resources (Tamara Quinn)</li> <li>Head of Children’s Services Finance (Geraldine Chadwick)</li> <li>Head of Schools HR (Mark Nelson)</li> <li>School Business Manager Leads (Orla Brady; Claire Preston)</li> <li>School Governance Lead (Therese McNulty)</li> <li>School Workforce Lead (Alison Bennett)</li> </ul>
<b>Frequency</b>	3 meetings per year plus task and finish groups as required
<b>Reporting to</b>	ELP Board
<b>Purpose</b>	<ul style="list-style-type: none"> <li>To support schools in the recruitment crisis to stabilise staffing</li> <li>To research, encourage and promote approaches to achieve financial sustainability for schools against the background of tight financial settlements and the introduction of national funding formulae for schools, Early Years and High Needs</li> <li>Creative opportunities – <b>recruitment and retention</b></li> <li>Collective purchasing and joint procurement – <b>economies of scale</b></li> <li>Sharing specialist staff to <b>improve efficiencies</b> across schools</li> <li>Alternative structural futures – <b>viable partnerships</b></li> </ul>
<b>Functions</b>	<ul style="list-style-type: none"> <li>Develop an attractive recruitment policy/package that is a consistent offer across ELP schools (i.e. accommodation solutions/reduced cost gym memberships, financial incentives etc)</li> <li>Consider a way to facilitate the training of teachers/recruitment of NQTs, develop strong links with training providers/SCITTs</li> <li>Develop a retention package for teachers – research why teachers leave Ealing schools and what we can do to retain staff</li> </ul>

	<ul style="list-style-type: none"> <li>• Consider a global advertising campaign for teachers for Ealing Schools</li> <li>• Challenge and support schools to plan for tighter financial environment?</li> <li>• To share and review the different models for teaching and support staff delivery to support pupil outcomes</li> <li>• Seek out and inform schools about bids/fundraising ideas</li> <li>• Consider early drafts of items for the Schools Forum on school funding</li> <li>• Consider possible alternative structural models and viable partnerships to avoid redundancies and share resources and costs</li> <li>• Promote and share experience of schools to improve efficiencies and effectiveness across schools</li> <li>• Promote national, regional and local joint procurement through economies of scale</li> <li>• Secure reduced rates for services and goods, i.e. educational resources catalogues/web based tools such as CPOMs/contracts i.e. PHS</li> <li>• Seek to strengthen the Ealing brand in terms of recruitment and retention of staff including opportunities to use brand and purchasing power through, for example, staff recruitment pools</li> <li>• To work with the DfE Efficiency Unit on tools to support school review, benchmarking and assessment of effectiveness</li> </ul>
<b>Decisions</b>	<ul style="list-style-type: none"> <li>• Influence decision making with regards Schools forum proposals on finance and the scheme for financing schools</li> <li>• Brokerage of support and resource management within schools</li> <li>• Recommendations to board on priorities</li> </ul>
<b>Roles of members</b>	<p><b>Chair or Co-Chair</b></p> <ul style="list-style-type: none"> <li>• Bringing together the ELP agenda</li> <li>• Analysis of impact of the work of Committee</li> <li>• Securing the effective roles and inputs of members so that priorities are addressed</li> <li>• Reports to ELPB</li> </ul> <p><b>Service Head Strategic Planning &amp; Resources Children and Adults Services</b></p> <ul style="list-style-type: none"> <li>• Construct and promotes the efficiency and effectiveness tools for schools and assess success</li> <li>• Capture and share highly effective practices from Ealing School and other authorities</li> <li>• Scope commissions through agreement with members</li> <li>• Identification of schools requiring support and gaining their agreement to that support;</li> <li>• Ensure the needs of vulnerable schools are identified, shared and addressed quickly</li> <li>• Effective communications to schools</li> </ul>
<b>Conduct</b>	<ul style="list-style-type: none"> <li>• Confidentiality will be maintained by all members regarding the information about any individual schools discussed at the meeting.</li> <li>• A data sharing protocol to be established</li> </ul>

	<ul style="list-style-type: none"> <li>• A register of conflicts (outlined in a conflict of interest protocol) will be held for all members of the group and members are required to update when they change. When conflicted, members will be excluded for the relevant part of the meeting and their absence noted in the record of the meeting.</li> </ul>
<b>Communication /transparency</b>	<p>The following information will be published on the ELP website –</p> <ul style="list-style-type: none"> <li>• Annual self-evaluation report of progress and impact in addressing priorities</li> <li>• Record of meeting (except confidential items)</li> <li>• The outcomes of decisions on funding</li> <li>• A membership list.</li> </ul>
<b>Links to other groups</b>	Spans of influence document maps out linked committees.
<b>Supporting documentation</b>	<p>Documents to be shared</p> <ul style="list-style-type: none"> <li>• A record of the previous meeting</li> <li>• Data packs and flagged strengths and risks for schools using DfE and other tools</li> <li>• Information regarding funding</li> </ul>

### Meetings schedule 2018 – 2019

Date	Time/ venue	Key activity and reports
12 Sept 18	2-4pm PH 1.15	Priority setting
29 Nov 18	2-4pm PH 2.03	Review & actions
27 Feb 19	2-4pm PH 1.15	Review & actions & tor