



North Tyneside Council

# Minutes

**Meeting** Schools Forum 9<sup>th</sup> December 2015

**Location** Langdale Centre 12.00 noon

## Present

David Baldwin	Headteacher, Churchill Community College
Mark Longstaff	Head of Commissioning and Investment
Jon Ritchie	Deputy Partnership Director, Cofely
Elaine Appleby	School Finances Advisor
Christina Ponting	HR Business Partner
Phil Kemp	Trade Union Representative
Jill Forster	Headteacher, Benton Dene Primary School
Di Donkin	Headteacher, St Thomas More Academy
Gill Hewlett	Kings Priory School
Philip Sanderson	Kings Priory School
Michael McHugh	St Mary's RC Primary, FH
Colette Bland	Headteacher, St Mary's RC Primary, NS
Jim Crinson	Headteacher, Collingwood Primary
Anne-Marie Crozier	Tyne Metropolitan College
Dave Erskine	Headteacher, Southlands School
Gavin Storey	Headteacher, Cullercoats Primary School
Karen Croskery	Headteacher, Moorbridge PRU
Steve Wilson	Headteacher, Whitley Bay High School
Sharron Colpitts-Elliott	Headteacher, Rockcliffe First School
Adrian Smith	Valley Gardens Middle School
Peter Thorp	Redesdale Primary School
Jim Stephenson	Headteacher, John Spence Community High
Lesley Colthart	Headteacher, Sir James Knott Nursery School
Viv Buller	Churchill Community College
Lisa Taylor	Headteacher, Bailey Green Primary School
Alex Thompson	Children's Choice Nursery
Paul Quinn	Headteacher, Longbenton Community College
Kehri Ellis	North Tyneside Learning Trust
Michelle Lowes	(Minutes)

## Representing

Secondary/Middle
NTC
NTC
NTC
NTC
Unions
Primary
Academies
Academies
Trust
Primary
RC Diocese
Primary
16-19
Special
Primary
PRU
Secondary/Middle
Primary
Secondary/Middle
Primary
Secondary/Middle
Nursery
Secondary/Middle
Primary
PVI
Secondary/Middle
Trust

<b>1.</b>	<b>Apologies for Absence</b>	<b>Action</b>
	Jim Hannah, Mike Homer, Andrew James, Susan Winter	

2.	<p><b>Minutes of the previous meeting (14.10.15)</b></p> <p>Steve Wilson was in attendance. Sharron Colpitts-Elliott and Peter Thorp gave apologies for the meeting.</p>	
3.	<p><b>Matters Arising</b></p> <p><b>3b</b> Papers circulated as part of main agenda.</p> <p><b>3c</b> Agenda item.</p> <p><b>3d</b> Agenda item</p> <p><b>3e</b> A request has been sent to the EFA seeking national comparisons between pupils in North Tyneside settings with pupils in ARPs against other pupils. To date no response has been received from the EFA. ML to follow-up.</p> <p><b>3h HR SLAs</b> – CP confirmed that information has been sent out within a confidential paper to members of Schools Forum.</p> <p><b>5 Update of the Scheme for Financing Schools</b> – JR reported that papers were shared at November’s Headteacher Briefing.</p> <p><b>6 Centrally Retained Funding</b> - JR confirmed that information had been circulated yesterday and apologised for the delay. It was acknowledged that there are still some outstanding issues and it was agreed that JR would continue to work directly with DD to resolve these.</p> <p><b>Update on Education Psychology Service</b> – deferred to January Schools Forum.</p> <p><b>Education Review</b> – no update at present.</p>	<p><b>ML</b></p> <p><b>JR/DD</b></p>
4.	<p><b>Annual Update from Schools Procurement Officer</b></p> <p>JW circulated a report containing a summary of work undertaken in the past 12 months. In addition to those items listed within the report JW advised that work is progressing on a procurement exercise for grounds maintenance. It was also noted that defibrillator training can now be booked through the learning pool.</p> <p>The funding for the Procurement Office post is from the headroom budget. Some of the post this year has been to support Norham High School, in the absence of a business manager, . The school will fund this proportion of the post.</p>	

**5. Centrally Retained and De-delegated Items**

JR advised that an e-mail has been circulated previously to correct the report regarding voting for the centrally retained items – it was confirmed that all members can vote on those items.

Budget to support vulnerable schools – This funding is used to provide more intensive support for those schools identified as being in a vulnerable position

Early Years – It was pointed out that the Forum are being asked to consider movement of £1.695m out of the school block for budget pressures which equates to £67 per pupil. Concern was expressed that this may put more schools into a deficit position as indications are that there will be further cuts to school funding. Discussion took place regarding whether this funding could be better utilised within first and primary schools.

It was agreed that there are no changes to be made at this stage and any issues with individual items will be discussed as part of the main agenda.

**6. Early Year Finance Update**

ML expressed his thanks to members of all Sub-groups for the work and time they have committed to this. A report outlining the findings of this group was presented to the Forum.

As part of their work the early years sub-group took account of the 2 year old offer, the flexible free entitlement for 3 and 4 year olds and the flexible free entitlement formula. The current position in 2015/16 shows a zero balance on the 2 year old offer and a deficit of £66,111 within the flexible free entitlement although these figures will not be confirmed until the end of the financial year.

The proposals from the sub-group are as follows:

2 year old offer	Increase the budget by £100,000
Flexible Free Entitlement	Increase the budget by £75,000
Early Years Single Funding Formula	Increase the hourly base rate paid to providers by £0.10
Other Formula	Phased reduction in the lump sum paid to a childcare provider
	2016/17 £-32,000
	2017/18 £-32,000
	2018/19 £-32,234
Net adjustment required:	£313,000

	<p>Discussion took place about these proposals and it was agreed that, as the national funding formula is not known at this time and future years funding is therefore unknown, it would be better to defer any decisions on early years funding until the January meeting of the Forum.</p>							
	<p>DD asked whether there were other funding options which could be considered as an alternative to schools main block. Discussions then took place about the possibility of further reducing funding to Children's Centres to cover the additional £313k required for the early years block. ML advised that this would be challenging as the Children's Centres are already sustaining a significant reduction in future years funding however he agreed to discuss this with Jill Baker.</p> <p>JR agreed to produce information prior to the January Forum which shows the net effect of accepting or not accepting the proposals. It was noted that information needs to be provided to the EFA by 19<sup>th</sup> January so it is imperative that a decision is made at the Forum on 13<sup>th</sup> January.</p>	<p><b>ML</b></p> <p><b>JR</b></p>						
<p><b>7.</b></p>	<p><b>High Needs Finance Update</b></p> <p>Following the work carried out by the SEND Working Group, ML presented a report outlining the main findings of the Group.</p> <p>It was reported that there has been increasing pressure annually over the last 2-3 years on this budget. As a result of transfers to the value of £1.440m at the start of 2015/16 this budget showed a surplus however because of increasing pressures throughout this year, a deficit of £0.849m is forecast by the end of 2015/16. It is anticipated that these pressures will continue into 2016/17 therefore in order to deal with this, it is requested that £2.231m be transferred into the High Needs Block. Two options for this transfer were proposed. Option 1 was to transfer the full £2.231m in the 2016/17 financial year, Option 2 was to transfer £1.806m in 2016/17 and £0.425m in 2017/18. It was noted that a decision to phase the transfer over two years could leave the Authority with a deficit if the funding formula was to change in future years.</p> <p>It was agreed that a vote be taken to determine whether to transfer this funding to the high needs block. Results of this vote are as follows:</p> <table data-bbox="263 1736 598 1848"> <tr> <td>For</td> <td>21</td> </tr> <tr> <td>Against</td> <td>1</td> </tr> <tr> <td>Abstaining</td> <td>2</td> </tr> </table> <p>A further vote was then taken on Option 1 and Option 2, results as follows:</p>	For	21	Against	1	Abstaining	2	
For	21							
Against	1							
Abstaining	2							

	<p>For Option 1            19  For Option 2            3  Abstaining                2</p> <p>It was therefore agreed that £2.231m be transferred to the high needs block in 2016/17.</p>											
<p><b>8.</b></p>	<p><b>Funding Block Allocations</b></p> <p>ML presented a report on the above. It was noted that the DSG allocation for 2016/17 is not yet known although the EFA has recommended that Local Authorities assume that the per pupil funding for 2016/17 will be consistent in cash terms with the 2015/16 rates, details below:</p> <table data-bbox="264 712 756 891"> <thead> <tr> <th><b>Block</b></th> <th><b>Amount (£m)</b></th> </tr> </thead> <tbody> <tr> <td>Schools</td> <td>114.349</td> </tr> <tr> <td>Early Years</td> <td>7.514</td> </tr> <tr> <td>High Needs</td> <td>16.696</td> </tr> <tr> <td><b>Total</b></td> <td><b>138.559</b></td> </tr> </tbody> </table> <p>It was agreed that all other issues had been covered within the previous agenda item.</p>	<b>Block</b>	<b>Amount (£m)</b>	Schools	114.349	Early Years	7.514	High Needs	16.696	<b>Total</b>	<b>138.559</b>	
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<p><b>9.</b></p>	<p><b>HR Resources Review</b></p> <p>CP presented a report on the above following a request at the October Schools Forum. It was noted that due to the diversity of the schools within North Tyneside it is not practical to stipulate what schools must and must not have in place for specific roles. As part of the Schools HR SLA a tool is being piloted which will ensure that all schools are aware of the 'people' resources they have access to, what those resources are providing and what the school is funding. Schools HR will provide assurance annually via a report to Schools forum on the number of schools who have undertaken a resource review and the number of schools who have successfully accessed funding support. The Forum was asked to note information within this report.</p>											
<p><b>10.</b></p>	<p><b>Update from Headroom Sub-Group</b></p> <p>JR reported that Autumn budget monitoring is now complete. As reported to Schools Forum in September there are six schools with deficit approvals for the current financial year. Since the September report approval has now been granted to Monkseaton High and Norham High for deficits of £0.796m and £0.700m respectively. Schools Forum was asked to note the information within the report. A further update will be provided to the next meeting of the Forum.</p>											

11.	<b>Any Other Business</b>  DB expressed his thanks to Lesley Colthart for the contribution she has made to the Forum. Lesley will be taking up a new position as Executive Headteacher in Bradford in the New Year.	
12.	<b>Date of Next Meeting – 13<sup>th</sup> January 2016 at 12.00 noon</b>	