



North Tyneside Council

# Minutes

**Meeting** Schools Forum Wednesday 13th July 2016

**Location** Langdale Centre 12.30 – 2.00pm

<b>Present</b>		<b>Representing</b>
David Baldwin (Chair)	Headteacher Churchill Community College	Secondary/Middle
Mark Longstaff	Head of Commissioning & Investment	NTC
Jon Ritchie	Deputy Partnership Director, ENGIE	NTC
Elaine Appleby	School Finances Advisor	NTC
Jill Forster	Headteacher, Benton Dene Primary School	Primary
Anne Marie Crozier	Deputy Principal: Finance & Corporate Development Tyne Met College	Post 16 Trust
Sam Gallilee	North Tyneside Learning Trust	Secondary/Middle
Jim Stephenson	Headteacher, John Spence Community High	Academy
Philip Sanderson	Headteacher, Kings Priory School	PRU
Michael Tate	Moorbridge School	Secondary/Middle
Adrian Smith	Governor, Valley Gardens Middle School	Secondary/Middle
Viv Buller	Governor, Churchill Community College	Secondary/Middle
Steve Wilson	Headteacher, Whitley Bay High School	Primary
Susan Winter	Headteacher, Richardson Dees Primary School	Secondary/Middle
John Newport	Headteacher, Marden Bridge Middle School	Secondary/Middle
Paul Quinn	Headteacher, Longbenton Community College	Academy
David Watson	St Thomas More RC Academy	Nursery
John Croft	Headteacher, Sir James Knott Nursery	T U Representative
Phil Kemp	NASUWT	Primary
Jim Crinson	Headteacher, Collingwood Primary School	Primary
Sharron Colpitts Elliott	Headteacher, Rockcliffe First School	Special
Dave Erskine	Headteacher, Southlands School	

<b>1.</b>	<p><b>Apologies for absence:</b> Paul Durgan, Gavin Storey, Karen Croskery (Michael Tate), Kehri Ellis (Sam Gallilee), Collette Bland (Liz Hollings), Di Donkin (David Watson)</p>	
<b>2.</b>	<p><b>Minutes of Last Meeting (18<sup>th</sup> May 2016)</b> Were agreed as an accurate record of the meeting.</p>	
<b>3.</b>	<p><b>Matters arising</b> DB welcomed colleagues to the meeting. <b>Item 3 Centrally Retained Items</b> JR to provide final figures at the September forum meeting. The report detailing the costs was circulated after the last meeting.</p>	

	<p><b>Item 8 Forum Membership &amp; Admin</b>  CP and EA have provided induction sessions for new members and will provide further sessions on an ad hoc basis for future new members.  CP and LM continue to update the membership list which will be circulated at the beginning of the academic year. Please inform LM/CP of any changes to your contact details.</p>	<b>ALL</b>
4.	<p><b>Projected School Balances 2016/17 &amp; Dedicated Schools Grant (DSG) 1015/16</b>  <b>Schools requesting deficit approval</b>  EA gave an update on work that has taken place since the last Schools Forum meeting and talked through the report.</p> <p><b>Schools requesting deficit approval</b>  Deficit meetings took place in June and have been completed.  Despite the robust challenge process, the value of deficit approval has increased significantly from last year given the nature of the challenging circumstances and the timescales in which alternative plans can be reached.</p> <p>The information in the report was based on the current financial projections (at time of writing) for the next three years, with some schools continuing to work on their plans. Further, any changes arising from the DfE's move to the national funding formula for mainstream and high needs provision could change the forecasts for future years.</p> <p>The Headroom sub group met on 29<sup>th</sup> June to discuss the deficit clinics held with each of the schools seeking permission to set a deficit budget for 2016/17.  10 schools requested a deficit budget, of the 10 one school's request was below the £5k threshold and the assumption is that the school will try its best to resolve the situation. Wallsend Jubilee later informed the team that the deficit situation had been resolved</p> <p>The remaining eight schools are: Fordley Community Primary, Ivy Road Primary, , Marden High, Norham High, Longbenton Community College, Monkseaton High, Seaton Burn College, Whitley Bay High.</p> <p>It should be noted that the school balances information contained within the note includes those schools currently considering conversion to an academy. If and when schools convert, they will no longer be reported in the schools balances figure within the Authority's accounts.</p> <p>The sub-group shared the concerns of the Local Authority about the number and value of the individual and collective deficits. Whilst the Local Authority will continue to support all schools in addressing the deficits, it will require the schools to consider further action that may not be desirable but is necessary to address the financial pressures being faced.</p> <p>Work is ongoing with schools and LA Officers and subsequent meetings are planned for next term an update will be brought to Forum next term.</p> <p>Discussion followed around the school deficit process.  Colleagues asked for clarification whether the deficits are entirely up to schools to deal with or are they dealt with at a strategic level.  ML replied that every school has choices to make to operate effectively within their funding. Some challenges can be dealt with on a year to year basis other issues are more long term. JR replied that there will be additional reporting looking at intake to inform decisions to be made by Headteachers and Governors.  Colleagues expressed concerns that the support required may be outside the powers of the sub group given the amounts of deficit, number of pupils enrolled, future numbers predicted and the amount of money available. Therefore wider thinking is needed to find solutions.</p>	

### **2015/16 Outturn on the wider DSG budget**

Overall, and after allowing school allocations and for known commitments, the original DSG over spent in 2015/16 by £0.785m. This overspend relates to the pressures within High Needs as has been discussed in previous meetings. There are no uncommitted balances against the Schools and Early Year's Blocks as all available budgets have been used to offset the High Needs pressures.

### **Schools Block**

This category includes the Falling Rolls fund which has a carried forward allocation of £0.050m as reported to Schools Forum in March. This balance is to be committed and brought forward to 2016/17 and added to the 2016/17 Falling Rolls budget. Also included is the de-delegated Schools in financial difficulty balance of £0.094m, this was following the allocation of £0.100m to deficit schools as reported in the May Schools Forum meeting. It was recommended by the Headroom subgroup this balance was to be carried forward and available to support deficit schools in the 2016/17 headroom allocation. The budget for mainstream maintained schools in financial difficulty is reported to Schools Forum throughout the year.

There still remains a small underspend from 2014/15 for anticipated rates evaluations. The £0.024m is committed to assist with the expected rates revaluation costs for the new build schools in 2016/17.

Within this Block were centrally retained items totalling £3.434m, which were applied for their agreed purpose.

The main areas of financial pressures in High Needs, which are partially offset by some underspends, were:

The costs associated with Pre / Post 16 Top Up

The costs associated with Special Schools Top Up

Discussions with regional colleagues has highlighted that a number of Local Authorities are also experiencing financial pressures in High Needs Block.

### **Early Years**

The outturn on the Early Years Block for 2015/16 is an under spend of £0.038m (as per the previous forecast). This is after a contribution of £1.222m to the High Needs Block from the 2014/15 under spend. Schools Forum should note that there are commitments against the under spend that are being incorporated into the planning for 2016/17, including estimates for further adjustments to the DSG for the January census for 2, 3 and 4 year old. This is expected to result in a reduction as the January 2016 pupil count is lower than the previous year's.

### **Overall DSG position**

Schools Forum were reminded that, when setting the 2016/17 funding formula, the pressure on the High Needs Block of circa £1.3m would be recovered over two financial years, i.e. 2016/17 and 2017/18. When the 2017/18 budget position is looked at, this brought forward pressure of £0.785m will need to be taken into account as well as any current year High Needs pressures.

Schools Forum will also recall that there will be a reduction in the level of centrally retained items for Early Intervention when setting the 2017/18 funding formula – this is the residual balance of £0.575m that was centrally retained in 2016/17 to facilitate the changes to those Council service areas that were partially funded by the centrally retained items.

	<p>Whilst decisions regarding the funding formula will be taken later in the year – and which may be dependent on further progress towards the national funding formula – it should be noted that this brought forward High Needs pressure should be addressed prior to the wider funding formula being considered.</p> <p><b>Consultation update</b>  No further consultation information has been received from the DfE in relation to either mainstream or high needs funding, although there has been further baseline/historic information provided to the DfE with regards to centrally retained items.  Given the uncertainty with this, especially in relation to whether the centrally retained items will remain to be a local decision, the Chair agreed to the planned item on centrally retained and de-delegated items being deferred until the September meeting. Once further updates are received from the DfE, a decision will be taken as to whether the item will be added to a subsequent agenda item.</p> <p><b>Recommendations</b>  Schools Forum are asked to note the details of the 2015/16 outturn in respect of the Dedicated Schools Grant and the need to manage the High Need Block pressures in 2016/17 and beyond and agree that Schools Forum</p> <p><b>Notes</b> the underspend for Falling Rolls fund (£0.050m) to be carried forward and added to the 2016/17 Falling Rolls budget.  <b>Notes</b> the brought forward de-delegation balance from the schools in financial difficulty budget (£0.094m) to be added to the 2016/17 budget allocation.  <b>Notes</b> the residual rates balance of £0.024m will be carried forward to the 2016/17 budget allocation to be used for the 2016/17 rates revaluation of new build schools.  Agrees that the residual High needs overspend balance will be addressed when allocating the 2017/18 funding Blocks.  <b>Notes</b> that further work will be undertaken, if necessary, on the commitments for Early Years Block once the final DSG is confirmed.  <b>Forum agreed all recommendations</b></p>	
5.	<p><b>2016/17 Section 251 Budget Statement</b>  JR informed colleagues that the full detailed statement is available by following the hyperlink from the agenda.  This is a statutory return signed off by Janice Gillespie, Head of Finance, which is used for national benchmarking.</p>	
6.	<p><b>Responsibilities for Redundancy and Early Retirement Costs :Outcome of consultation</b>  CP updated colleagues on the outcome of the consultation process agreed at the last Forum meeting.  The Authorities guidance has been revised according to the results of the consultation and will be applied from 1<sup>st</sup> September 2016.  The briefing will be issued to every Headteacher and copied to governors.  The Schools HR team are aware of the changes and will work with schools according to the changes.  More consultation will take place annually where Heads will have the opportunity to give feedback.  Forum agreed that this will be a standard item on the Forum agenda going forward.</p> <p><b>Recommendation</b>  The report is for information for Forum to note and clarifies the funding support framework which will be applied from 1st September 2016 equally to all schools within North Tyneside that are eligible to apply for funding support (e.g. it will exclude all Academies and will</p>	CP

	include all Community and Foundation Schools). <b>Forum agreed to note the Recommendation</b>	
7.	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>• EA advised colleagues that the SEN group have been working on the High Needs budgets around clawback. There is currently a clawback facility for PALS but not for any other service. EA has visited EIP to discuss and has proposed meetings with Secondary Heads and the Primary Learning Partnership to give an overview and to gather some views. Statistics will be collected over the summer holidays with a view to bringing some proposals for the new academic year to the first Forum in the Autumn term</li> <li>• LM provided copies of the proposed Schools Forum schedule for Sept 2016 to July 2017. The new schedule is aligned with the academic year instead of the financial year to enable them to co-ordinate their meetings and enable them to participate in Schools Forum more actively via their representatives. The schedule will be uploaded to the NT website with the papers for the next meeting</li> </ul> <p>DB thanked everyone for their work and support and commitment over the last year which has been challenging. He wished all a lovely break and looks forward to seeing everyone in the Autumn term.</p>	
8.	<p><b>Date of next meeting</b> <b>Wednesday 21<sup>st</sup> September 2016 12.00 lunch 12.30 start</b></p>	