



North Tyneside Council

Minutes

Meeting Schools Forum Wednesday 21st September 2016
Location Langdale Centre 12.30 – 2.00pm

Present		Representing
David Baldwin (Chair)	Headteacher Churchill Community College	Secondary/Middle
Mark Longstaff	Head of Commissioning & Investment	NTC
Jon Ritchie	Account Director, ENGIE	NTC
Elaine Appleby	School Finances Advisor	NTC
Christina Ponting	HR Business Partner	NTC
Jill Forster	Headteacher, Benton Dene Primary School	Primary
Anne Marie Crozier	Deputy Principal: Finance & Corporate Development Tyne Met College	Post 16
Kehri Ellis	North Tyneside Learning Trust	Trust
Jim Stephenson	Headteacher, John Spence Community High	Secondary/Middle
Philip Sanderson	Headteacher, Kings Priory School	Academy
Michael Tate	Moorbridge School	PRU
Steve Wilson	Headteacher, Whitley Bay High School	Secondary/Middle
John Newport	Headteacher, Marden Bridge Middle School	Secondary/Middle
Paul Quinn	Headteacher, Longbenton Community College	Secondary/Middle
David Watson	Headteacher, St Thomas More RC Academy	Academy
John Croft	Headteacher, Sir James Knott Nursery	Nursery
Claire Macleod	NASUWT	T U Representative
Dave Erskine	Headteacher, Southlands School	Special
Gill Wilson	For Viv Buller	
Jill Shaw	For Jim Crinson	
Collette Bland	Headteacher, St Marys Primary (North Shields)	RC Diocese
Andrew James	Headteacher, St Aidan's RC Primary School	Primary
Dave Erskine	Headteacher, Southlands School	Special
Angi Gibson	Headteacher, Hadrian Park Primary School	Primary
Gavin Storey	Headteacher, Cullercoats Primary School	Primary
Lisa Taylor	Headteacher, Bailey Green Primary School	Primary
Alex Thompson	Children's Choice Nursery	Early Years PVI

1.	<p>Election of Chair and Vice Chair One nomination for Chair was received – David Baldwin No nominations were received for Vice Chair Forum members agreed that David Baldwin be re-elected as Chair. ML reminded colleagues that in the absence of the Chair a member would be appointed as temporary chair for that meeting.</p>	
2.	<p>Apologies for absence: Paul Durgan, Karen Croskery (Michael Tate), Viv Buller (Gill Wilson), Sharron Colpitts</p>	

	<p>Elliott, Peter Thorp, Jill Shaw. DB welcomed Angi Gibson, Headteacher to the Forum who will represent Primary Schools in the South West locality.</p>	
3.	<p>Minutes of Last Meeting (18th May 2016) Notwithstanding the correction that Peter Thorpe, Michael McHugh and Alex Thompson did attend the last Forum, the minutes were agreed as an accurate record of the meeting.</p>	
4.	<p>Matters arising DB welcomed colleagues representing absent members to the meeting and reminded members to update LM and CP of any changes to membership/contact details. He also reminded members of the need to send a substitute member if they were unable to attend. CP is to contact absent members to remind them of requirements.</p> <p>Page 4 item 6. CP confirmed that the guidance on Responsibilities for Redundancy and Early retirement costs has been circulated to all Headteachers and Governors.</p>	CP
5.	<p>School Balances as at 31st March 2016 – Excess surplus balances policy & 2016/17 School Budgets, including deficit agreements EA talked through the circulated briefing note which is presented to Schools Forum annually and explained the background and how the figures are calculated.</p> <p>SW asked for clarification on the overall deficit figures. EA confirmed that if all schools surpluses and deficits were put together the overall position would be a surplus of under £1m at the end of 2016/17.</p> <p>Discussion followed around the detailed monitoring of schools budgets to avoid deficits if possible</p> <ul style="list-style-type: none"> • Trends show that more schools are heading toward deficit but conversation will take place during budget monitoring clinics to prevent this • CP advised colleagues that during the period of time when schools come forward with staffing plans, before any considerations of financial support if this was flagged up during monitoring it would not be deemed exceptional circumstances. Colleagues suggested CP takes this info to Headteacher Briefing on Friday and to next Governor link meetings • Further conversation to take place at next Forum to reflect on funding set aside for schools facing difficulty and schools facing falling rolls • Colleagues on the sub group noted that although this issue has been raised every year by the sub group and even with more detailed monitoring we are still in this position • JR noted that there is a limit to what the LA can do until a school actually goes into deficit, the autonomy of the Head and Governing Body remains. The LA can only work with the school to identify the situation as early as possible • JS suggested a third column at the bottom of the table on page 6 to show debt per student would be useful <p>Recommendations Forum were asked to note: 1. At March 2016 in North Tyneside overall balances have decreased along with uncommitted balances. Agreed 2. The number of schools reported with a deficit balance in North Tyneside at March</p>	CP

	<p>2016. Agreed 3. There are no excess school surplus balances at March 2016 to be clawed back in 2016/17. Agreed 4. To amend the balance control mechanism set out in appendix B. Agreed 5. There has been an increase relating to the number of schools with deficit approvals for 2016/17 compared with the previous year and the size of this deficit has risen significantly. Agreed</p>	
6.	<p>Centrally Retained and De-delegated Items 2017/18 JR talked through the briefing note outlining the change in the Government plans for the new national funding formula. Due to the changes it is now necessary for Schools Forum to consider both centrally retained and de-delegated items as part of the formula setting process. Formal approval will be taken at the January 2017 meeting. As part of the planning process colleagues were asked if any information is required to inform decision making.</p> <p>Forum agreed that briefing notes should be requested for all of the items listed to be presented at the October Forum and any further detailed info or presentations can be requested if necessary.</p>	
7.	<p>Mainstream school funding formula 2017/18 JR updated colleagues on the new arrangements/timescales for the 2017/18 funding formula. As there is no longer a requirement to submit the draft criteria to the EFA by late October it is proposed to convene a sub group of Schools Forum to consider the findings of the consultation and undertake any financial modelling. JR to report back to the November Forum meeting</p> <p>Recommendations The Forum were asked to: 1. Note the recommendations made by the Authority regarding changes to school funding outlined in this document for 2017/18 Agreed 2. If applicable, make further suggestions to be incorporated into the Local Authority's consultation with stakeholders Agreed 3. Agree the proposed timetable Agreed 4. Seek volunteers to be part of the sub-group David Watson, Steve Wilson, Andrew James, John Newport, Gavin Storey Anyone else wishing to participate please contact JR by close of play Friday (23rd September)</p>	
	<p>Early Years Funding Consultation update 2017/18 Graham Cowie GC talked through the tabled briefing note and proposed response outlining the consultation which was launched 11th August 2016. The new formula will determine the funding North Tyneside receives for the funded 2,3 and 4 year old offers, as well as the forthcoming 30 hour entitlement for working families. (See report and proposed response attached) A sub group has been set up with meetings arranged for 13th and 20th October. Discussion followed</p>	

	<ul style="list-style-type: none"> • AT noted that nurseries are not asking for more than they charge just an equal rate as they are currently working at a loss. The rate for 2 year olds is more acceptable. • Colleagues noted that this may have an impact on capacity in all nurseries • GC clarified that nurseries will be able to charge for meals when the 30 hour offer is taken • Feedback from a pilot started in Northumberland in September is showing the changes have helped numbers mainly in PVI's more children in the settings are helping with sustainability – officers were requested to consider this information as part of their review. <p>Recommendations Forum were asked to:</p> <ol style="list-style-type: none"> 1. Consider the national Early Years Funding Formula proposals; and 2. Note the LA response to the consultation and consider whether Schools Forum share the position on the consultation <p>Agreed Volunteers for the sub group: Gavin Storey, Collette Bland Please email Graham Cowie with any suggestions for a PVI representative</p>	
7.	<p>Any other business</p> <p>At the last meeting we said goodbye to Adrian Smith, Di Donkin and Susan Winter, DB thanked them on behalf of the Forum for all the hard work they have undertaken during their membership.</p> <p>CP to send personal notes of thanks on behalf of the Chair and Forum members. Vacancies have arisen for a Governor representing Middle and High schools and a North East Primary representative.</p> <p>The vacancies will be advertised to Headteachers and will be on the agenda at Governors meetings and the Primary Learning Partnership.</p>	<p>CP</p> <p>CP</p>
8.	<p>Date of next meeting Wednesday 12th October 2016 12.00 lunch 12.30 start</p>	