



North Tyneside Council

# Minutes

**Meeting** Schools Forum Wednesday 7th December 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	Account Director, ENGIE	NTC
Elaine Appleby	School Finances Advisor	NTC
John Newport	Headteacher, Marden Bridge Middle	Secondary/Middle
David Grigg	Governor, John Spence High School	Secondary/Middle
Jill Forster	Headteacher, Benton Dene Primary	Primary/First
Christina Ponting	HR Business Partner	NTC
Ann-Marie Crozier	Deputy Principal: Finance & Corporate	Post 16
	Development Tyne Met College	
Colleen Ward	Headteacher, Coquet Park First	Primary/First
Peter Thorp	Governor, Redesdale Primary	Primary/First
Kehri Ellis	North Tyneside Learning Trust	Trust
Eileen Bell	Bursar, Church of England Diocese	C of E Diocese
Jim Stephenson	Headteacher, John Spence Community High	Secondary/Middle
Philip Sanderson	Headteacher, Kings Priory School	Academy
Steve Wilson	Headteacher, Whitley Bay High School	Secondary/Middle
Anna Peach	Business Manager, Longbenton High School	Secondary/Middle
David Watson	Headteacher, St Thomas More RC Academy	Academy
John Croft	Headteacher, Sir James Knott Nursery	Nursery
Claire McLeod	NASUWT	T U Representative
Dave Erskine	Headteacher, Southlands School	Special
Collette Bland	Headteacher, St Marys Primary (North Shields)	RC Diocese
Angi Gibson	Headteacher, Hadrian Park Primary School	Primary/First
Gavin Storey	Headteacher, Cullercoats Primary School	Primary/First
Lisa Taylor	Headteacher, Bailey Green Primary School	Primary/First
Alex Thompson	Children's Choice Nursery	Early Years PVI
Jim Stephenson	Headteacher, John Spence Community High	Secondary/Middle
Sharron Colpitts-Elliott	Headteacher, Rockcliffe First School	Primary/First
Jim Crinson	Headteacher, Collingwood Primary	Primary/First
David W Bavaird	Governor, Norham High School	Secondary/Middle
Andrew James	Headteacher, St Aidan's RC Primary	Primary/First
Janine White	Schools Procurement Officer	
Graham Cowie	Commissioning Manager	NTC

<b>1.</b>	<b>Apologies for Absence</b> Paul Durgan, Paul Quinn (Anna Peach), Karen Croskery (Michael Tate), Lisa Taylor, CP to follow up any apologies without representatives.	<b>CP</b>
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2.	<p><b>Minutes of Last Meeting (16<sup>th</sup> November 2016)</b>  Were agreed as an accurate record with two title amendments : Ann Marie Crozier is Deputy Principal, Finance &amp; Corporate Development Tyne Met College and Norham is a High School not a Community College.</p>	
3.	<p><b>Matters arising</b>  Item 3 all governor related actions are now complete.  CP informed colleagues that in future Forum/individuals will be notified 90 days in advance of terms of office coming to an end.</p> <p>DB suggested that to inform the decision making process that takes place each January, annual reports should be requested from areas receiving money from the delegated or dedelegated funds prior to the November Forum to allow discussions on whether further information is required.  <b>Forum agreed</b></p>	<b>CP</b>
4.	<p><b>Draft Council Plan &amp; Budget (verbal update)</b>  ML updated colleagues on the Draft Council Plan and Budget.  The Draft Council Plan and budget setting process is now underway for the next financial year. Reports were taken to Cabinet at the end of November to begin the consultation around proposals. £58m has to be saved in the next three years. The authority is facing pressures around Social care for Children and Adults, the National Living Wage and the reduced level of government funding that a number of Authorities are facing. Whilst setting outline proposals Officers have been mindful not to jeopardise support to schools. The final Council Budget has to be set by 17<sup>th</sup> February 2017.  A copy of the cabinet report and draft proposals to be circulated.  Discussion followed around the possible impact of the budget savings on School Services.  DB thanked ML for the update.</p>	<b>ML</b>
5.	<p><b>Annual Update from Schools Procurement Officer</b>  Janine White talked through the annual report to Forum (available on the NT website) outlining services provided and feedback from schools.  Discussion followed around funding for the Procurement Service.  EA confirmed that this post is funded from the Schools in Financial Difficulty budget.  DB thanked JW for the report and for the work done this year.  DB also reminded colleagues to use this very useful service.</p>	

6.	<p><b>Early Years Funding</b></p> <p>Graham Cowie updated colleagues on details released last week from the DfE on the new Early Years National Funding Formula. The local Authority worked with providers to establish a draft local funding formula. This formula determines how much childcare and early education providers in the Borough will receive in 2017/18 to deliver Government funded childcare offers, including the forthcoming 30 hours entitlement for working families.</p> <p>The new rates will apply from April 2017 and the 30hours element will apply from September 2017.</p> <p>DB thanked GC for his update.</p> <p>Recommendation to agree the draft local funding formula.</p> <p><b>Forum agreed</b></p>	
7.	<p><b>Centrally Retained and De-delegated items 2017/18</b></p> <p>JR gave a presentation from the Schools Funding Formula Working Group including sections on Headroom and Deficit information.</p> <p>Discussions followed around:</p> <ul style="list-style-type: none"> <li>• schools in deficit</li> <li>• how Headroom funding is calculated</li> <li>• how schools can be better supported to stay out of deficit</li> <li>• the three year plan is worst case scenario</li> <li>• alternative proposals</li> <li>• the fairness of deficit being everyone's responsibility</li> <li>• Model of reasonable structure which is being used by some schools</li> <li>• Is a more strategic view needed</li> <li>• School capacity and falling rolls and timing issues</li> <li>• The two Academies represented are not prepared to be involved at this time but may want to support in future</li> <li>• How to be more proactive in budget monitoring</li> <li>• Whether schools heading toward deficit should be directed to level 3 SLA from Finance</li> </ul> <p>ML offered to lead a Headroom Sub Group to look at more detailed plans regarding a shared responsibility to the deficit position based on a five year payback model.</p> <p>Colleagues who wish to participate please contact LM.</p> <p>Further proposal to be brought to the next meeting.</p> <p><b>Education Services Grant</b></p> <p>JR outlined changes to the Grant.</p> <p><b>Recommendations</b></p> <p>Retained duties – full amount to be centrally retained for 2017/18 and future years</p> <p>General duties – full amount (maintained schools only) to be centrally retained for the period 1<sup>st</sup> April 2017 – 30<sup>th</sup> August 2017</p> <p><b>Forum agreed in principle and a final decision would be taken at the next meeting</b></p> <p>Guidance to be uploaded to the NT website</p>	<p>All ML</p> <p>All</p> <p>JS</p>
8.	<p><b>High Needs Funding 2017/18</b></p> <p>ML updated colleagues on the High Needs Sub Group meeting which took place last week.</p> <p>Key points to note in high needs block, as mentioned at the last Forum there is a</p>	

	<p>continued residual deficit of circa £750k to be carried forward into 16/17.  The main emerging pressure for 2017/18 is increased places in special schools £280k, in addition increased top up funding to £140k.  Good news is that the overall in year position has improved by £100k.  The sub group will continue to look at how to make the best judgments around the pressures in year.  GS raised an issue around funding following students, arrangements to support SEN and consistency and requested it to be an item on the next Forum agenda. ML offered to meet with GS and anyone else who would like to participate to discuss in advance of the next Forum.</p>	<b>ML</b>
<b>9.</b>	<b>Schools &amp; Early Years Financial Regs</b>	
	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>• DB gave a huge thank you to Jon Ritchie for all of his work for Schools Forum over the years as this was his last Forum meeting. Jon will be sorely missed and DB wished him well in the future on behalf of Forum colleagues</li> <li>• EA notified Forum that the benchmarking data information to individual schools will be sent soon electronically</li> </ul>	<b>EA</b>
<b>8.</b>	<p><b>Date of next meeting</b>  Wednesday 11th January 2017 12.00 lunch 12.30 start</p>	