



North Tyneside Council

Minutes

Meeting Schools Forum Wednesday 17th May 2017

Location Langdale Centre 12.30 – 2.00pm

Present		Representing
Gavin Storey (Chair)	Headteacher, Cullercoats Primary School	Primary/First
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
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
Angi Gibson	Headteacher, Hadrian Park Primary School	Primary/First
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
Paul Durgan	Woodard Academies Trust	Trust
Paul Quinn	Headteacher, Longbenton high School	Secondary/Middle
Stephen Baines	Headteacher, Holystone Primary School	Primary/First
David Watson	Headteacher, St Thomas More Academy	Academy
Collette Bland	Headteacher, St Mary's RC Primary (FH)	Primary/First
Colleen Ward	Headteacher, Coquet Park First School	Primary/First
Gillian Allan	School Business Manager, Churchill CC	Secondary/Middle
Michael Tate	School Business Manager, Moorbridge	PRU
Phil Kemp	NASUWT	Trade Union Rep

1.	<p>Apologies for Absence David Baldwin – represented by Gillian Allan, Karen Croskery – represented by Michael Tate, Mark Longstaff, Ann Marie Crozier, Peter Thorp, Alan Brown, Peter Gannon, Philip Sanderson, Claire McCleod – represented by Phil Kemp.</p>	
2.	<p>Minutes of Last Meeting (11th January 2017) Were agreed.</p>	
3.	<p>Matters arising Gavin Storey agreed to chair the meeting in David Baldwin's absence. The Chair welcomed colleagues to the meeting. All matters arising from the last minutes are on the agenda.</p>	
4.	<p>Stage 2 National Funding Formula Consultation – Schools Forum Response EA talked through the two responses submitted to the DfE on behalf of Schools Forum (attached to the document already provided as an appendix). The responses were prepared by a sub-group which included: David Baldwin,</p>	

	<p>Dave Erskine, David Grigg, Andrew James, John Newport, Gavin Storey, David Watson, Steve Wilson, support was also provided by ENGIE and North Tyneside colleagues: Michael Johnston, Joanne Harries, Elaine Appleby, Sue Graham and Christina Ponting.</p> <p>The Chair thanked the group and everyone who supported this work on behalf of the forum.</p>	
<p>5.</p>	<p>Provisional School Outturns (inc Final Headroom allocations 2016/17) and agree Deficit Meeting timetable and scrutiny arrangements</p> <p>EA talked through the report which</p> <ul style="list-style-type: none"> • explains how the headroom funding was allocated • confirms the final overall schools balances position as at 31st March 2017 provides the timetable for schools requesting deficit approval for 2017/18 and scrutiny arrangements • further analysis to the school balances by phase and between committed and uncommitted balances will be brought to Forum in September • School deficit meetings are planned to take place 14th June – 23rd June 17 • Sub – group to meet end of June/beginning of July 17 • Deficit agreements to be approved by Head of Health, Education, Care and Safeguarding and Head of Finance. Letters to schools to be issued by end of July. Position to be reported to September Forum <p>Current members of the sub-group are: Jim Stephenson, Peter Thorp, Gavin Storey, John Newport and Andrew James. The membership of the group needs to be increased, any colleagues wishing to join the group or to recommend members please contact EA.</p> <p>Discussion followed around the link between Headroom and Falling Rolls and the criteria used for allocations. This will be reviewed and discussed at the sub group and outcomes brought to the next Forum.</p> <p>Recommendations</p> <p>Schools Forum were asked to:</p> <ol style="list-style-type: none"> 1. Note the final Headroom allocations for 2016/17 2. Note the position regarding overall mainstream school balances to March 2017 3. Note the process for schools seeking deficit approval in 2017/18 and agree the sub group’s membership <p>All recommendations were agreed</p>	<p>All</p>
<p>6.</p>	<p>Review of Schools Forum Constitution including membership</p> <p>CP talked through the refresh to the constitution as discussed at the January 2017 Forum to ensure compliance with EFA guidance.</p> <ul style="list-style-type: none"> • An action plan has been prepared including actions for 2017 as being an accurate assessment of how Forum are performing against the 21 EFA recommendations which will be updated annually • Once the revised constitution is agreed the members handbook will be revised accordingly • CP to explore rules around absence and consent to absence • From September all papers will have specification linked to the purpose of the paper • North Tyneside Schools Forum is compliant but needs some further 	<p>CP</p>

	<p>development on two actions as highlighted in the report</p> <ul style="list-style-type: none"> • Points to be improved upon to be highlighted <p>Please send any suggestions/comments to CP</p> <p>Recommendations</p> <ol style="list-style-type: none"> 1. Schools Forum members to note the contents of this report. 2. Schools Forum: <ol style="list-style-type: none"> a. agree the changes to the Constitution to be implemented from May 2017 (or an agreed date thereafter if subject to North Tyneside Council Cabinet approval), or b. ask for Sub-Group of Schools Forum members to review the recommendations/ suggestions on behalf of Schools Forum and for an update to be presented back to Schools Forum in July 2017 (which will then be subject to Schools Forum agreement and/or also subject to North Tyneside Council Cabinet approval). 3. Schools Forum members to note and agree the action plan – including actions for 2017, as being an accurate assessment of how Forum are performing against the 21 EFA recommendations. 4. The Members Handbook/Guidance is reviewed, against the revised Constitution (once agreed) and a revised/updated version is made available to all members from September 2017. <p>Schools Forum agreed all recommendations and agreed the formation of a Constitution sub-group would not be necessary.</p> <p>The Chair thanked CP for all the work on this item.</p>	<p>All</p>
<p>7.</p>	<p>Schools & Early Years Financial Regulations</p> <p>EA talked through a briefing note outlining the changes to Schools & Early Years Financial regulations, including changes to the Education Services Grant and Early Years Funding. The document also contains links to the full regulations.</p> <p>Recommendations</p> <p>Schools Forum noted the changes.</p> <p>The Chair thanked EA for the work on this item.</p>	
<p>8.</p>	<p>Forward Plan 2017/18</p> <p>The forward plan was discussed.</p> <p>Two further dates have been added to align the plan with the academic year.</p> <p>The new list will be emailed to Forum members and circulated to wider Headteacher groups to aid with their planning. Dates in future to be set to accommodate the academic year as well as the financial year.</p> <p>Any additions to be sent to EA, CP, LM</p> <p>EA to update the forward plan</p> <p>Recommendations</p> <p>Schools Forum were asked to:</p> <ol style="list-style-type: none"> 1. Review the proposed dates for meetings and agree the schedule. 2. Consider items on the plan and determine if there are any other items the Forum would wish to add. <p>Schools Forum agreed</p>	<p>All EA</p>

<p>9.</p>	<p>AOB SLA Online Colleagues discussed the SLA online system launched this year and asked if all Services can have their SLA packages with prices on the system earlier next year. LM to feedback to Ashleigh Des Forges.</p> <p>SEND Sub Group JC reported that during discussions around Keeping Children in School it was suggested that the High Needs Block is looked at again to determine whether all of the money is still targeted in the right areas, particularly funding for children with Autistic Spectrum issues.</p> <p>Forum is asked to consider a review of the funding for ARPs and Special Schools outreach to make sure funding is aligned correctly. EA informed colleagues that work is ongoing within various groups and secondary is being looked at within the EIP. Forum agreed for this to be an item on the next agenda.</p>	<p>LM</p>
<p>10</p>	<p>Date of next meeting 12th July 2017 The Chair thanked colleagues for their attendance.</p>	