



North Tyneside Council

# Minutes

**Meeting** Schools Forum **Date** Tuesday 8 September 2020

**Location** Via Microsoft Teams

**Present**

✓ Present  
D Deputy  
A Apologies  
O Absent

Name	Organisation	Representing	11.03.20	08.09.20
Andrew James	St Aidan's Primary	Primary	✓	✓
Angi Gibson	Hadrian Park Primary	Primary	A	✓
Candida Mellor / Claire MacLeod	Trade Unions	Trade Unions	Claire MacLeod	Claire MacLeod
David Baldwin	Churchill Community College	Secondary	✓	✓
David Bavaird	Norham High School	Governor - Secondary	✓	✓
David Watson	St Thomas More	RC Schools	✓	✓
Gavin Storey	Cullercoats Primary	Primary	✓	✓
Jill Wraith	Benton Dene Primary	Primary	Judith Driver	✓
Jim Coltman	Diocese	C of E Diocese	✓	A
Joanne Thompson	Holystone Out of School	Early Years PVI	✓	✓
John Croft	Sir James Knott	Nursery	A	✓
John Newport	Marden Bridge Middle School	Middle	✓	✓
Karen Croskery	North Tyneside Student Support Service	PRU	✓	✓
Kelly Holbrook	Longbenton High School	Secondary	N/A	✓
Kerry Lillico	Grasmere Academy	Academy	A	✓
Laura Baggett	Monkhouse Primary	Primary	✓	✓
Marie Flatman / Mo Dixon	Tyne Met	16-19 Provider	Chris Wall	Mo Dixon
Matt Snape	Marden High School	Secondary	✓	✓
Michael Young	Spring Gardens Primary	Primary	✓	✓
Paul Mitchell	Whitley Bay High School	Governor – Secondary	A	✓
Peter Gannon	Silverdale School	Special	✓	✓
Peter Thorp	Redesdale Primary	Governor - Primary	O	✓
Philip Sanderson	Kings Priory	Academy	✓	✓
Sharron Colpitts- Elliott	Rockcliffe First School	Primary	✓	✓
Stephen Baines	Holystone Primary	Primary	✓	✓
Stephen Easton	Marine Park First School	First	✓	✓
Steve Wilson	Whitley Bay High School	High	✓	✓
<b><u>In Attendance:</u></b>				
Mark Longstaff	Head of Commissioning & Asset Management	NTC	✓	✓
Claire Emmerson	Senior Manager - Finance Strategy & Planning	NTC	✓	✓
Noel Kay	Senior Business Partner, Finance	NTC	✓	✓
Diane Thompson	Finance	ENGIE	✓	O

Christina Ponting	Senior Manager - Schools HR	ENGIE/NTC	✓	✓
Mary Nergaard	PA to Head of Commissioning & Asset Management	NTC	✓	✓
Diane Buckle	Assistant Director of Education	NTC	✓	N/A
Mark Taylor	Strategic Commissioning Manager	NTC	✓	✓
Kevin Burns	Senior School Improvement Officer (Vulnerable Learners)	NTC	N/A	✓
Mark Mirfin	Senior Manager (SEND)	NTC	N/A	✓

Item		Action
<b>1.</b>	<b>Apologies for Absence</b>	
	See Table above.  The Chair welcomed everyone to the Schools Forum.	
<b>2.</b>	<b>Attendance Register / Membership</b>	
	<ul style="list-style-type: none"> <li>No current vacancies</li> <li>Paul Quinn has now retired and will be replaced by Kelly Holbrook.</li> <li>Paul Mitchell is the new Secondary Governor representative</li> <li>Gavin Storey has been re-elected for his locality</li> </ul>	
<b>3.</b>	<b>Public Meeting / Observers</b>	
	The Chair welcomed the public to the meeting	
<b>4.</b>	<b>Declaration of Interest</b>	
	Item 6.3 - Stephen Baines, Kerry Lillico, Jill Wraith	
<b>5.</b>	<b>Minutes of the last meeting of 11 March 2020</b>	
	Minutes agreed as an accurate record of the meeting.	
<b>6.</b>	<b>Matters Arising</b>	
<b>6a.</b>	<b>Page 2, Item 6 – Matters Arising: Outstanding EYSIS Report</b> <ul style="list-style-type: none"> <li>Report circulated</li> </ul>	
<b>6b.</b>	<b>Page 4, Item 6.2 – Special Leave SLA: Update on maternity / union SLA</b> <ul style="list-style-type: none"> <li>Information was sent to Schools separately</li> <li>83% distributed</li> <li>Shortfall in funding discussed. Slightly lower than expected for this year</li> <li><b><u>ACTION:</u> Separate report to be sent to Forum members when August data is available.</b></li> </ul>	CP
<b>6c.</b>	<b>Page 5, Item 6.3 - Update from Sub-Group - High Needs: Update on ARPs that are not full</b> <ul style="list-style-type: none"> <li>Updated to be provided under Item 6.4</li> </ul>	
<b>6.1</b>	<b>Annual Review of Schools Forum Constitution</b>	
	<b>a) Election of Chair</b> <span style="float: right;"><b>Christina Ponting</b></span> <ul style="list-style-type: none"> <li>Nominations were requested.</li> <li>It was noted that the existing Chair is available to continue until 31 December and is willing to stay on until that date.</li> </ul>	

	<ul style="list-style-type: none"> <li>Forum agreed and David Baldwin was re-elected as Chair of Schools Forum until 31 December, at which time a new Chair will be elected.</li> </ul> <p><b>b) Election of Vice Chair</b> <span style="float: right;"><b>Christina Ponting</b></span></p> <ul style="list-style-type: none"> <li>Peter Gannon was re-elected as Vice Chair of Schools Forum</li> </ul> <p><b>c) Declarations of Interest – All Members</b> <span style="float: right;"><b>David Baldwin</b></span></p> <ul style="list-style-type: none"> <li>None</li> </ul> <p><b>d) Members Attendance</b> <span style="float: right;"><b>Christina Ponting</b></span></p> <ul style="list-style-type: none"> <li>As noted in Item 2</li> </ul> <p><b>e) Notification to all Schools / Governors Membership</b> <span style="float: right;"><b>Christina Ponting</b></span></p> <ul style="list-style-type: none"> <li>Annually and as changes occur a notification will be sent to all Schools including vacancies.</li> </ul> <p><b>f) Action Plan / Self-Assessment</b> <span style="float: right;"><b>Christina Ponting</b></span></p> <ul style="list-style-type: none"> <li>Last action plan was concluded in November</li> <li>CP recommended that Forum wait for new Schools Forum guidance before reviewing the action plan</li> <li>Guidance expected before November meeting.</li> </ul>	
<b>6.2</b>	<b>Finance Update</b>	
	<p><b>a) National Funding Formula Update</b> <span style="float: right;"><b>Claire Emmerson</b></span></p> <p>CE talked through the presentation. Main points to note as follows:</p> <ul style="list-style-type: none"> <li>Changes to Schools Block Funding for 2021/22 discussed. Notional ISB based on Oct 19 census. 2021/22 allocations will be based on October 2020 census</li> <li>Basic entitlement increased by £180 (primary) and £265 (secondary)</li> <li>Free School Meal factor increased by 2.2% (inflationary increase only)</li> <li>Premises costs static</li> <li>IDACI factor will use 2019 data instead of 2015</li> <li>Small rural schools to see an increase in the max allocation for sparsity - £45k (primary) and £70k (secondary)</li> <li>No change to Area Cost Adjustment</li> <li>Still no move to a hard NFF so the LA can still set their own funding formula. Although, most LAs are now moving towards the NFF</li> <li>Min per pupil funding rates shown on screen</li> <li>Funding floor set at 2%. Only relates to pupil led elements</li> <li>LFF modelling for consultation discussed. 3 models produced</li> <li>No figures as yet as want to take this through the finance sub-group</li> <li>Next steps discussed</li> </ul> <p>Discussion followed around:</p> <ul style="list-style-type: none"> <li>DB asked for clarification on who makes the decision on the funding formula. CE confirmed that it is the LAs decision, however, Schools have always been consulted and Forum provides a recommendation which the LA then considers prior to making its final decision.</li> </ul>	

	<ul style="list-style-type: none"> <li>• CE noted that she would welcome the sub-group's views. Forum agreed that the sub-group should look at the modelling and bring recommendations back to Schools Forum before going out to consultation.</li> <li>• CE proposed a further meeting of Schools Forum in October to review the sub-group recommendations. Forum agreed.</li> <li>• <b><u>ACTION:</u> CE to look at dates</b></li> <li>• DB reminded members that they can join the sub-group</li> </ul>	CE
	<p><b>b) Outturn Balances</b> <span style="float: right;"><b>Claire Emmerson</b></span></p> <p>CE talked through the briefing paper. Main points to note as follows:</p> <ul style="list-style-type: none"> <li>• Accounts currently being audited by the external auditor. Hoping to complete by end of October, and Audit Committee meeting mid November.</li> <li>• There is a requirement to report on the position of Dedicated Schools Grant</li> <li>• 2018/19 ended with a £0.747m surplus. 2019/20 ended with a deficit of - £3.262m</li> <li>• High Needs Block – 2018/19 deficit of £0.920m was carried forward to 2019/20 resulting in an overall deficit of £4.545m. DSG funding has increased by £3.006m. Pressures in SEND discussed.</li> <li>• CE confirmed that additional funding has been received for High Needs. As of January, LAs can no longer support the deficit and this has to be done from the Dedicated Schools Grant. The DfE announced that LAs should still have a recovery plan and can work with the DfE where necessary but they won't need to submit that plan to the DfE. Up until the spending review is completed which is expected in late Autumn.</li> <li>• Early years – surplus of £0.882m in 2018/19</li> <li>• Schools and Central Block <ul style="list-style-type: none"> <li>○ Falling Roll - Estimated balance of £0.171m of which £0.121m will be transferred to Headroom leaving a balance of £0.050m</li> <li>○ Schools in Financial Difficulty – Estimated balance of £0.573m. Minus the MASH contribution of £0.020m and Headroom applications of £0.167m (subject to Schools Forum Approval) the final balance is estimated at £0.386m</li> <li>○ Other Schools and Central Block Items - This balance will be brought forward to address some of the 2019/20 business rates commitments in relation to the new build schools and additional revaluations in 2020/21.</li> <li>○ Central items totalling £2.343m were applied for their agreed purpose</li> </ul> </li> <li>• Schools Balance – overall balances at the end of March 2020 was £0.165m. This represents a reduction of £1.435m and is the fifth year of decreasing balances following a long-term trend of rising balances to 2014/15. The national results of the Consistent Financial Reporting (CFR) exercise will be available in the autumn and will allow the Authority to see if North Tyneside Schools' balances remain lower than the national average.</li> <li>• Chart 1 shows the movement in balances over the last 20 years. It is likely that balances will move into deficit in 2020/21.</li> <li>• Table 3 shows an analysis of school balances at March 2020 by phase. Nursery, first primary and middle all ended in positive with secondary in deficit.</li> </ul>	

	<ul style="list-style-type: none"> <li>Schools have completed the budget planning process and submitted their plans. A summary of planned school balances over the next three years by phase was shown in table 4. Whilst the planned school balances look bleak, past experience shows that this will improve.</li> <li>DB asked for clarification that schools will find it harder to stay out of deficit. CE confirmed that there is still a downward trend, past experience shows that the final position will be better than predictions show.</li> <li>SW noted that we can't assume that the improvements made in previous years will be achievable this year following the impact of Covid</li> <li>CE agreed that it is difficult to quantify the impact of Covid</li> <li>DB noted that Forum members need to look at their own situation and make contact with government on behalf of their constituents</li> <li><b><u>ACTION:</u> DB to work with CE to put out a statement to Government on behalf of Forum.</b></li> <li>DBa requested that all schools receive a copy of the letter and suggested that the letter is copied to local political leaders including the North of Tyne Combined Authority</li> <li>DB reminded all Forum members that they also need to act individually</li> <li>PM noted that they have written to the Secretary of State setting out estimated figures including estimates of costs incurred as a result of Covid-19.</li> <li>School requesting deficit approvals were discussed as follows: <ul style="list-style-type: none"> <li>3 schools now out of deficit. DB issued praise to the schools and governors for the work they have done and thanked the LA for their support</li> <li>6 schools in deficit</li> <li>3 new schools now in deficit, relatively small at this point in time</li> <li>2 schools in structural deficit. Work is ongoing with these schools.</li> </ul> </li> <li>PM noted that a large proportion of the deficit is linked to 3 schools. CE noted that we have a Scheme for Financing Schoools and a Support and Challenge Framework. Schools previously had up to 5 years to come back into a cumulative financial balance however a revised scheme which was introduced in April 2019 reduced this to a maximum of 3 years. For those schools that are new to deficit, this shows that this scheme is working well. The LA is working closely with the 3 schools in the largest deficit which have a different set of circumstances linked to things like pupil numbers.</li> <li>PM asked the role of schools forum in monitoring this information. CE noted that this information is reported in many forums but it is the responsibility of the school and their governing body to manage the budgets. Schools are not answerable to Schools forum in that way.</li> <li>JW noted that the LA is both challenging and supportive of schools in deficit and that they are very fortunate to have this support. Thanks was issued to the team</li> <li>AJ noted that the system works really well when the school is not in a structural deficit.</li> <li>In year monitoring has now commenced</li> <li>Schools balances are expected to be heavily impacted by cost of Covid-19. Schools completing Covid-19 tracker identified an estimated £0.800m+ impact.</li> <li>Schools were given the opportunity to apply for grant funding to cover costs. To date claims from thirteen schools in the Borough have been paid</li> </ul>	<p style="text-align: center;"><b>All DB/CE</b></p>
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	<p>out, with a total of £0.082m being allocated. Grant conditions discussed. Eligibility criteria was less favourable</p> <ul style="list-style-type: none"> <li>• DB noted there is a potential impact on this year as well as future years</li> <li>• High Needs current forecast for High Needs spend is an in-year pressure of £2.470m, with a cumulative pressure of £7.015m when combined with the balance brought forward of £4.545m. It has been confirmed that we don't need to submit a recovery plan but we do need to start looking towards one.</li> <li>• Early Years Forecast – predicting to remain on budget</li> <li>• Growth Policy – The DfE established a separate Growth Fund in 2019/20. This fund wasn't used for Growth and was therefore added to the remaining balances to be redistributed to Schools. When setting the 2020/21 allocation, Forum agreed to retain £0.250m of the £0.750m Growth Fund on the understanding that a Growth Fund Policy was developed</li> <li>• Draft Policy circulated as appendix A of this report. This draft policy is to be reviewed by the finance sub-group they can work with officers to review, update and present a final draft for forum's approval at the next forum meeting.</li> <li>• CE asked Forum for any comments to be considered by Finance Sub Group</li> </ul> <p>Discussion followed around:</p> <p><b>Recommendations</b> Schools Forum is asked to:</p> <ol style="list-style-type: none"> <li>1. acknowledge the 2019/20 outturn position on all DSG balance; <b>Noted</b></li> <li>2. acknowledge the school budget plans overall summary position and the Deficit Schools positions for both 2019/20 and 2020/2; <b>Noted</b></li> <li>3. acknowledge the forecasts for DSG positions in 2020/21 and the likely impact of Covid-19 on school balances; and <b>Noted</b></li> <li>4. Agree the approach to approve the growth policy which can then be used in 2020/21 to allocate funding to schools impacted by basic need growth in year. <b>Agreed</b></li> </ol>	
	<p><b>c) Growth Fund</b> <b>Claire Emmerson</b></p> <p>CE talked through the draft policy under item 6.2b. Any comments to be forwarded to CE</p>	
<b>6.3</b>	<p><b>Falling Roll &amp; Headroom Sub-Group Proposal</b> <b>Christina Ponting</b></p> <p>CP and CE talked through the briefing paper that has been drafted on behalf of Sub-Group. Main points to note as follows:</p> <ul style="list-style-type: none"> <li>• Reminder of the action delegated to the sub-group and the background was provided</li> <li>• Lengthy and robust debate was carried out by sub-group</li> </ul>	

- The Sub-Group met virtually on 8 July 2020 and agreed Falling Roll would be considered first and only then would Support for Schools in Financial Difficulty / Deficit applications be considered.
- Where members of the Sub-Group also represented a School who was eligible for either Falling Roll or Support for Schools in Financial Difficulty / Deficit a declaration of interest was noted, and those members were excluded / removed from discussions / decisions.
- Sub-Group were asked if they wished to review the application criteria for Support for Schools in Financial Difficulty / Deficit and decided that the criteria would remain as previously agreed for the recommendations they were currently making but they would make a further recommendation to Schools Forum which is noted later in the report.
- Falling Roll
  - 5 falling roll applications were submitted by the LA. Breakdown of the funding allocation for these 5 schools was shown in Table 1
- Schools in financial difficulty
  - All deficit Schools were asked to submit a Support for Schools in Financial Difficulty / Deficit application, including those who fell outside of the existing criteria.
  - Possible changes to criteria were discussed but Sub-Group agreed to work towards existing criteria
  - Approx. 11 schools applied. Sub-Group agreed that only 3 schools were eligible.
  - Each Head Teacher was asked to come in to discuss their application and the recommendations of the sub-group were shown in Table 2
- Remaining balances were discussed as noted in Appendix B
- To allocate funds outside of the criteria or for another purpose would result in the Sub-Group operating outside of the remit it had been set. Although the group expressed that a reviewing of the criteria, particularly to support those Schools who had gone into deficit in-year and who if they received funds via the Schools in Financial Difficulty / Deficit would no longer be a deficit school.

Discussion followed around:

- Falling Roll Criteria – CE noted that falling rolls can only be allocated once. Whilst they may experience issues in the following year, they can't apply again
- Schools in financial difficulty – PG noted that 3 other schools didn't fit the schools in financial difficulty criteria and we were carrying money forward that could help those schools which is why a review of the criteria has been brought to the Forum
- MASH post – Historically agreed to fund this post. Decision to be reached at the November meeting if this is to continue
- Estimates for Special leave – CP noted that this is difficult to predict. Overall both the number of claims and the value of claims are slightly less but not significantly less. Increased the value to 6% and agreed that the value will also have an inflationary increase in future years. Estimate that the shortfall should reduce. It was noted that it seems to go in 3 years cycle based on trend analysis. Awaiting data for this year on claims and pay award. Grants previously used to offset this will not be used going forward.

Reached 83% in 2019/20. Likely that going forward schools would continue not to receive a full-refund as it was 88% in 18/19, but this will be kept under review. Separate report to be circulated as noted earlier

### **Recommendations**

Schools Forum having read this report, clearly understand the information provided and having asked sufficient questions to ensure clarity:

1. Note the contents of this report including the funding overview provided within the report and in summary at Appendix B.

#### **Noted**

For Falling Roll and Support for Schools in Financial Difficulty / Deficit as noted in the Proposals section of this report, Schools Forum are asked to:

2. Ratify the recommendation of their Sub-Group to:

- a. allocate both Falling Roll and Support for Schools in Financial Difficulty / Deficit funding as noted to those qualifying Schools.

#### **Agreed**

- b. require Schools allocated funds via Support for Schools in Financial Difficulty / Deficit to operate within conditions requiring School to:
  - i. continue to operate within their approved deficit and reduce in-year deficit (before any funding allocation) by a set % per annum, e.g. 25%;
  - ii. have a clear plan of continued deficit reduction resulting in the school being out of in-year deficit within no more than three (3) years following allocation of Support for Schools in Financial Difficulty / Deficit funds; and exclusion from making any further application to Support for Schools in Financial Difficulty / Deficit whilst the school remain in deficit;
  - iii. not return to / seek deficit approval once out of in-year deficit for a further 3 year period thereafter.
- c) carry forward remaining Falling Roll funds from 2019/20 – minus the Academy refund and the £50,000 retention into 2020/21 Support for Schools in Financial Difficulty / Deficit budget.

#### **Agreed**

3. Confirm Schools Forum require their Sub-Group (pending confirmation of deficit schools at financial year end 2020/21):

- a. to allocate funds within the parameters / practice agreed by Schools Forum to those schools who qualify to apply within the financial year ending 31 March 2021,

#### **Agreed**

- b. require Head teachers making an application for Support for Schools in Financial Difficulty / Deficit funding to present to the Sub-Group using a standard report template, and

#### **Agreed**

- c. continue to require:
  - i. all new schools making an application for Support for Schools in Financial Difficulty / Deficit to show an improved in-year deficit position/ plan to return to in-year balance within a 3 year period;
  - ii. those schools in deficit prior to 31 March 2018 to show an improved in-year deficit position / plan to return to in-year



balance within a period agreed with the Local Authority on an individual school basis.

**Agreed**

4. Schools Forum to receive a report in July 2021 from their Sub-Group to confirm:
  - a. a review of the Falling Roll eligibility has taken place;
  - b. where no School is eligible for Falling Roll to refund Academies; and if funds remain
  - c. transfer remaining funds from Support for Schools in Financial Difficulty/Deficit (ensuring a carried forward £50,000 balance remains) into Falling Roll;
  - d. Sub-Group has received applications for Support for Schools in Financial Difficulty / Deficit and for those Schools meeting the criteria recommend allocations;
  - e. remaining funds from Support for Schools in Financial Difficulty/Deficit for 2020/21 be carried forward to 2021/22 (if the Sub-Group recommended this) and for Sub-Group to note their recommendations for this;
  - f. the request of Sub-Group to Schools Forum for ratification of their decision.

**Agreed**

For the wider use of funds currently allocated to Support for Schools in Financial Difficulty/ Deficit as noted in the Further Considerations section of this report, Schools Forum are asked to:

5. Determine if they wish their Sub-Group to review the current eligibility criteria for Support for Schools in Financial Difficulty / Deficit to see if the current criteria can be broadened / updated to provide support for schools who are new to deficit including those who become a deficit school in year, or those schools who are predicting a deficit longer than year 3 timeframe, but who are able to demonstrate a return to in-year balance within a reasonable time frame, or those schools who have already been in receipt of funds from the Support for Schools in Financial Difficulty / Deficit budget in previous years.

**Agreed**

6. Look to ensure that funds are allocated in year and where this is not possible due to schools eligibility a residual balance is held which could be risk assessed to address future need for schools based on data / trend analysis.

**Deferred**

Only following the actions noted in 5 and 6 above, would allocating funds to schools that were not a School in Financial Difficulty / Deficit be considered, for example:

7. Annual allocation of Funds to the MASH post within the LA for all maintained Schools (excluding Nursery, PRU and Special) at £20,000 (index/ RPI linked) be considered and this would be allocated out of the retained balance.

**Deferred**

	<p>8. Consider the allocation of funds that would benefit / support schools that were not in Financial Difficulty / Deficit, e.g. refund of special leave shortfall for eligible schools only – this would exclude this Schools who had not contributed to the Special Leave SLA or who were a Nursery, Academy, PRU or a Special School.</p> <p><b>Deferred</b></p>	
<b>6.4</b>	<p><b>SEND Inclusion Strategy</b></p> <p><b>Mark Mirfin / Kevin Burns</b></p>	
	<p>MM talked through the presentation on screen. Main points to note as follows:</p> <ul style="list-style-type: none"> <li>• Introductions carried out</li> <li>• Impact of Covid has impacted on timescales so now looking at Jan 21 launch</li> <li>• Passion. Purpose and pledges shared on screen</li> <li>• Multi Agency policy</li> <li>• Principles and Practice Standards shown on screen</li> <li>• Impact of Covid 19 discussed</li> <li>• Extended provision at Beacon Hill, Silverdale and Moorbridge</li> <li>• Redesigning Southlands</li> <li>• Developing a suite of performance indicators</li> <li>• Multi agency pilot group has developed resources focused on mental health as a response to Covid-19</li> <li>• Reviewed the SEND Support Service</li> <li>• Key priorities shown on screen as follows <ul style="list-style-type: none"> <li>○ Right support at the right time</li> <li>○ Needs are changing – plan for this</li> <li>○ Access is simple</li> <li>○ Develop a shared offer</li> <li>○ Be ready for next stage of education/employment and everyday life</li> </ul> </li> <li>• 1800 children with EHCPs</li> <li>• Finalised more plans than any other LA in England</li> <li>• Timeliness has improved from 31% to 67%</li> <li>• ARPS: <ul style="list-style-type: none"> <li>○ Historically had infilled places</li> <li>○ Looking at how ARPS can be used. Flexibility in some schools resulted in increasing the numbers of children in their care, reducing demands on specialist provision</li> <li>○ Increasing numbers of children with needs related to SEMH and ASD</li> </ul> </li> <li>• Next steps for ARPs: <ul style="list-style-type: none"> <li>○ Need to reduce the number of funded unfilled places from sept 2021</li> <li>○ Need to develop enhanced mainstream provision</li> </ul> </li> <li>• Consultation to be launched. Unable to consult in the usual ways due to Covid. Overview of the issues to be covered during the consultation discussed</li> <li>• Overview of timeline provided</li> <li>• SEND Governance Structure was revised in Sept 2019. Overview shown on screen</li> <li>• Would like to invite reps from Primary and Secondary on to the SEND Strategic Board and for the delivery board</li> </ul> <p>Discussion followed around:</p>	

	<ul style="list-style-type: none"> <li>DB thanked MM for the presentation and urged that we stick to the timeline and allow Schools Forum to support them in doing that.</li> <li>DB requested a role description to assist in identifying potential members of the relevant groups</li> <li><b><u>ACTION:</u> MM to send to MN for circulation</b></li> <li>SB confirmed that he is happy to join the SEND Strategic Board. MM to liaise with SB</li> </ul>	<b>MM</b>
<b>6.5</b>	<b>Meeting Dates for 2020/21</b>	
	<ul style="list-style-type: none"> <li>Proposed dates circulated.</li> <li>Additional meeting to be scheduled in October</li> </ul>	
<b>6.6</b>	<b>Forward Plan – review for 20/21 Academic Year</b>	
	<ul style="list-style-type: none"> <li>Forward plan attached on page 3 of the agenda with updated dates. Any comments to be forwarded to CP</li> <li>DBa queried where the changes at QA would be discussed. ML confirmed that ML and Diane Buckle are liaising with TyneCoast and our Cabinet Member to look at what the post 16 provision will look like and that this is likely to be discussed at the November meeting of Schools Forum</li> </ul>	
<b>7.</b>	<b>Any Other Business</b>	
<b>7.1</b>	<b>De-delegated / Centrally Retained Services – Proposed October meeting</b>	
	<ul style="list-style-type: none"> <li>CE noted that the outline settlement for Central Schools Services Block and the De-Delegated Items also need to be reviewed as part of the budget setting process</li> <li>Timeline discussed</li> <li>DB proposed that this be added to the agenda for the November meeting</li> </ul>	
	<b>Other Items</b>	
	<ul style="list-style-type: none"> <li>DBa noted that SF works very closely with NTC and in past years we have had training on budgets and requested CE update Schools Forum on the overall budget.</li> <li>CE noted that the LA is facing challenging times ahead. The Authority does monthly returns to government on Covid-19 pressures. The current gap is estimated at £12.5m. Nothing concrete that can be shared at this point in time. There is a lot of uncertainty as to what the gap could potentially look like. Report going to Cabinet in November.</li> <li><b><u>ACTION:</u> CE to bring an update back to Forum after that.</b></li> <li>DB thanked all for the work carried out during difficult times</li> </ul>	<b>CE</b>
<b>8.</b>	<b>Annual Update – Redundancy Costs (Schools) - CONFIDENTIAL</b>	
	<p>CP talked through the confidential briefing paper. Main points to note as follows:</p> <ul style="list-style-type: none"> <li>All recommendations shown in the report were agreed by Schools Forum</li> </ul>	
<b>9.</b>	<b>Date of next meeting</b>	
	<p>Additional meeting - Thursday 1 October 2020 at 12:30pm</p> <p>Next regular meeting - Wednesday 11 November 2020 at 12:30pm</p>	