



North Tyneside Council

Minutes

Meeting Schools Forum **Date** Thursday 13 January 2021

Location Via Microsoft Teams

Present

✓ Present
D Deputy
A Apologies
O Absent

Name	Organisation	Representing	08.12.20	13.01.21
Andrew James	St Aidan's Primary	Primary	O	✓
Angi Gibson	Hadrian Park Primary	Primary	Wayne Myers	✓
Candida Mellor / Claire MacLeod	Trade Unions	Trade Unions	Claire Macleod	Claire Macleod
David Baldwin	Churchill Community College	Secondary	✓	N/A
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	✓	✓
Joanne Thompson	Holystone Out of School	Early Years PVI	A	✓
John Croft	Sir James Knott	Nursery	✓	✓
John Newport	Marden Bridge Middle School	Middle	✓	✓
Karen Croskery	North Tyneside Student Support Service	PRU	✓	✓
Kelly Holbrook	Longbenton High School	Secondary	✓	✓
Kerry Lillico	Grasmere Academy	Academy	✓	✓
Laura Baggett	Monkhouse Primary	Primary	✓	✓
Marie Flatman / Mo Dixon	Tyne Met	16-19 Provider	O	Marie Flatman
Fr Martin Lee	Diocese	C of E Diocese	✓	✓
Matt Snape	Marden High School	Secondary	✓	✓
Michael Young	Spring Gardens Primary	Primary	✓	✓
Paul Mitchell	Whitley Bay High School	Governor – Secondary	✓	✓
Paul Johnson	Churchill Community College	Secondary		✓
Peter Gannon	Silverdale School	Special	✓	✓
Peter Thorp	Redesdale Primary	Governor - Primary	✓	A
Philip Sanderson	Kings Priory	Academy	✓	✓
Stephen Baines	Holystone Primary	Primary	Barbara Middleton	✓
Stephen Easton	Marine Park First School	First	A	✓ *Joined late
Steve Wilson	Whitley Bay High School	High	A	✓
Tim Jones	Langley First School	Primary	✓	✓
<u>In Attendance:</u>				
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 for Education	NTC	✓	✓
Kevin Burns	Senior School Improvement Officer (Vulnerable Learners)	NTC	✓	✓
Rob Smith	School Improvement Advisor, PE, Sport & Health	NTC	✓	N/A

Item		Action
1.	Apologies for Absence	
	See Table above. The Chair welcomed everyone to the Schools Forum.	
2.	Attendance Register / Membership	
	<ul style="list-style-type: none"> Father Martin Lee, who is the new C of E Diocese representative has now received his Schools Forum induction Chair noted the importance of a Vice Chair to prevent any conflicts of interest on the subject of High Needs and asked for nominations MY volunteered and Forum agreed. Michael Young was therefore appointed as Vice Chair 	
3.	Public Meeting / Observers	
	The Chair welcomed the public to the meeting	
4.	Declaration of Interest	
	Item 6.2c – David Watson (Growth Policy)	
5.	Minutes of the last meeting	
	<p>26 November 2020 Minutes agreed as an accurate record of the meeting with an amendment recorded in relation to page 9, item 7 – Any other Business: Schools SLA Sub-Group. (amendment shown in italics)</p> <ul style="list-style-type: none"> “AJ noted that schools can have a better understanding of the costs if they had a breakdown. ML agreed that this can be provided to individual schools on request.” <i>AJ noted that this should be provided as a matter of course</i> <p>ML agreed to this request</p> <p>8 December 2020 Minutes agreed as an accurate record of the meeting.</p>	
6.	Matters Arising	
	<p>26/11/2020, Page 2, Item 6 – Matters Arising: Overall Budget Position</p> <ul style="list-style-type: none"> Update provided under Item 6.1 	
	<p>26/11/2020, Page 8, Item 6.3 – Special Leave SLA:</p> <ul style="list-style-type: none"> Update provided under Item 6.2 	

	<p>26/11/2020, Page 9, Item 7 – Any Other Business:</p> <ul style="list-style-type: none"> • Next Schools SLA sub-group meeting scheduled on 29 January 2021 • Energy Management SLA – Iain Betham has spoken to SB to begin discussions 	
	<p>08/12/2020, Page 4, Item 5 – De-delegated / Centrally Retained Services:</p> <ul style="list-style-type: none"> • Working Groups are in the process of being set up. DBu will lead on the School Improvement Service group and CE will lead on the Statutory Services group. • Initial report to come back to Forum at Easter with the final report coming back to Forum in July • Angi Gibson indicated an interest in being involved in the working group(s) 	
6.1	<p>Council Financial Position – Update Claire Emmerson</p> <p>CE talked through a PowerPoint presentation outlining the proposals that will be presented to Cabinet and sent out for consultation with key stakeholders, which includes an update on the impact of Covid.</p> <p>Discussion followed around:</p> <ul style="list-style-type: none"> • When can we expect the final settlement confirmation? CE noted that the provisional statement is usually representative of the final settlement. Final announcement expected early February ahead of final budgets going to Full Council • Any risks from Brexit? CE noted that we have risk assessments in place as part of the Brexit plans. Possible impact in procurement linked to the supply chain and potential Tariffs were discussed • A query was raised on costs linked to governance/legal changes following Brexit. CE noted that the Authority has risk register that looks at all the possible issues. The Risk Register is provided as an Annex to the budget report to Cabinet. Any potential issues are taken into consideration when carrying out budget preparations <p>The Chair thanked CE for this update. Forum noted the contents.</p>	
6.2	<p>Schools Finance Policy & Practice update to include (as applicable):</p> <p>a) National Funding Formula Claire Emmerson</p> <p>CE talked through the briefing paper. Apologies were provided for the delay in circulation of the report. It was noted that the briefing note contained some errors and that a revised version would be circulated as soon as possible. Main points to note as follows:</p> <p>i. Local Funding Formula (Schools Block)</p> <ul style="list-style-type: none"> • Allocation for 2021/22 within the four blocks was provided • Overall increase of £13.559m, which included £10.4m in the Schools Block • The reduction in the CSSB was lower than anticipated at £0.174m • Schools Block: 	

- Funding Allocation - £137.231m – 8% increase from 2020/21 (Includes the teachers PA and TPG)
- Falling Rolls - £0.250m
- Growth Funding £0.710m (subject to forum approval)
- Funding distributed through formula - £136.140m
- Minimum Funding Guarantee set at 0.70%, Capping at 4.25%
- Authority Proforma Tool Submitted 21 January 2021
- Figures achieved by following Model 2 as previously agreed by Schools Forum

ii. High Needs

- Funding Allocation - £26.418m – 13% increase from 2020/21 (Includes the teachers PA and TPG)
- £3.690m in year pressure as well as a deficit of £4.542m relating to previous years. Total pressure of £8.232m
- Following consultation, 55% voted against a Schools Block transfer to High Needs, therefore there is no proposed transfer. However, it is noted that the vote was much closer than in 2020/21
- Forum and schools should note that the significant pressure is expected to rise further
- The DfE requires all Authorities with a deficit of more than 1% to submit a recovery plan
- Will have to consider Block transfer in future years as part of the High Needs Recovery plan to support the transition

Discussion followed around:

- What are the timescales for the recovery plan? CE noted that the exact deadline is not known at this stage but during the course of 2021/22 we will need to work with Forum and with officers in High Needs to agree a strategy
- Out of Borough provision. ML noted that it is our ambition for all children to be educated within their own communities. A number of years ago we saw a reduction in the number of children going out of borough. As part of the recovery plan we should be looking at solutions that minimises out of borough placements whilst recognising that, where specialist support is required, this may require going outside of the borough
- How much of the allocation does the PA and TPG account for? DT confirmed that it represents 1.75% of the High Needs allocation
- How does NT compare to other LAs? CE noted that this is a national issue
- How is the £8m pressure being financed? Are we funding this through any surplus we have in wider schools pot and therefore if the overall school pot is ever empty due to cost pressures on schools block how would it be financed? CE noted that the DSG is ringfenced and can't be supported by the Authority's General Fund to offset any pressures in High Needs. The LA can not use the General Fund to support High Needs. Therefore, the high needs deficit is contained within the DSG.

- Which group is looking at this and what are the next steps? CE noted that internally we have a High Needs Strategic Planning group but there needs to be more involvement from Schools Forum

iii. Central Schools Services Block

- Funding allocation is £1.877m – net reduction of 8.48%
- Summary provided of the decisions already agreed by Schools Forum
- The changes to the funding allocation now means that re-designation of Schools in Financial Difficulty would only be 0.124m
- This now leaves £3.726 in the Schools in Financial Difficulty which will be ringfenced.
- Working group meetings are in the process of being arranged
 - School Support Service – Diane Buckle to lead
 - Statutory Services – Claire Emmerson to lead

iv. Early Years

- Small increase in funding
- The Authority is modelling proposals for 2021/22 formula which will be shared prior to implementation

b) De-Delegation including Centrally Retained

- Adjusted the pupil numbers to take into account those schools that will be moving to become an academy
- Majority of pupil rates remain unchanged
- Main change is in EMTAS and Special Leave
- EMTAS:
 - Now reflects the national funding formula values
 - £550 primary schools and £1,485 for secondary schools previous rate was £1,212 per pupil for both phases
 - Much reduced on previous year
- The Chair took forum through the table line by line
- 3 proposed options for special leave were discussed based on a 3 year trend analysis
- Last year appeared to be a peak year whereas this years appears to be a lower year but there will still be a gap
- In January 2020 Forum agreed an increase of 2.75% which was further increased to 6% in March 2020
- Background provided on the increase implemented last year which forum agreed to review year on year.
- Previously agreed that this had to be a self funding SLA
- There are 2 parts to the SLA:
 - Maternity, Paternity, Adoption, Shared Parental leave, Jury service
 - Trade union facility time
- Impact of pay awards and annual reviews on basic salaries discussed
- Pay award not yet known and it's impossible to predict the level/number of claims
- Impact of schools moving to academies discussed.

- Overview of options for 2021/22 provided as follows:
 - Option 1 – 2% increase (£0.5244 per pupil)
 - Option 2 – 3% increase (£0.7866 per pupil)
 - Option 3 – based on a number of assumptions, increase would need to be 16% (£4.22 per pupil)
- Discussion followed around the pros and cons of each option
- **Forum agreed to option 2**
- Shortfall for 2020/21 discussed. Current refund value of 85.5%
 - Option 1 – no change at £26.22 per pupil
 - Option 2 – Proposed rate of £26.67 (increase of £0.45 per pupil)
 - Option 3 – Proposed rate of £29.63 (increase of £3.41 per pupil)
- CP noted that there was some last minute movement in the figures last year that meant the final outturn was better than expected.
- **Forum agreed to option 1**

c) Growth Policy

- 2020/21 Forum agreed to set aside £0.250m from schools block to create a growth fund and agreed to devise a Growth Policy
- Notional funding allocation based on difference between October Census
 - Notional allocation in Schools block for 2020/21 - £0.745m
 - Notional allocation in Schools block for 2021/22 - £0.710m
- Growth Fund allocations are governed by the guidance provided by the ESFA. Overview of the conditions was provided
- Clarification on the conditions for Schools in Financial Difficulty was provided as follows:
 - The growth fund must not be used to support:
 - schools in financial difficulty; any such support for maintained schools should be provided from a de-delegated contingency; and
 - general growth due to popularity; this is managed through lagged funding.
- Overview of the proposed policy provided
- Proof of costs would be a requirement of the funding allocation
- An assessment has been carried out on all schools that the Authority anticipates may be eligible to apply and based on initial assessments, a fund of £0.543m would be required
- Potential scenarios were discussed

Discussion followed around:

- Any school which thought they would require access to the Growth fund would speak to the Local Authority
- To date the funding of £0.250m has been set aside but the draft Growth Policy has only just been agreed in principle pending approval from Schools Forum. Therefore, schools may not have been aware that they can apply for funding
- Growth Fund should be allocated before Headroom. If a school has received headroom will that impact on what they will receive in Growth Fund. CE noted that each policy stands alone and schools would not be

excluded from applying for relevant funding if they met the funding criteria for each policy.

- Will the Local Authority agree to a school's request to increase PAN if there are surplus places in other schools which are struggling for pupil numbers/funding? CE confirmed that the Authority would say no
- A query was raised in relation to the popularity test. CE noted that if a school has admitted above its PAN to the detriment of other schools, they would not be eligible for funding. Other factors including class organisation will also be taken into consideration
- CE noted that other Local Authorities have developed Growth Policies that reflect the proposals being put forward
- PM noted that the future operation of these schemes and their linkage needs to be reviewed. CP noted that the Schools Forum sub-group and CE have already acknowledged this for future application
- Any residual funding would initially be held within the Growth Fund, however there would be a possibility of reducing future years Growth Fund requirements to keep the fund at a level which supported implementation of the policy.
- AJ asked who agrees the applications. CE confirmed that the Local Authority will apply the eligibility criteria and present the recommendations to Schools Forum in the same way as applications for Schools in Financial Difficulty

Recommendations

Schools Forum is asked to:

- Note update on the allocations for 2021/22 for each of the four funding blocks and the proposals for the distribution of funding;
Noted
- Note the changes to the Schools block funding and the impact of the changes following 100% movement to the NFF;
Noted
- Approve the services funded under CSSB as outlined in table 5;
Approved
- Acknowledge the pressure in the High Needs block;
Acknowledged
- Acknowledge the changes to Early Years funding allocations proposed for 2021/22 and that the funding formula will be shared with the sector prior to implementation;
Acknowledged
- Agree to offset the in-year impact of the CSSB funding for the Schools Support Service and High Borran using the schools in financial difficulty allocation;
Agreed
- Approve the de-delegated items rate per pupil outlined in table 6; and
Approved
- Approve the Growth Policy & Funding allocation for 2020/21 and the level of growth funding for 2021/22.
Approved. Voting summary as follows:
 - **Eligible voters = 26**
 - **Votes For = 16**
 - **Votes Against = 3**

	<ul style="list-style-type: none"> ○ Apologies for absence = 4 (1 in advance, 3 left the meeting before voting commenced) ○ Abstained = 3 	
7.	Any Other Business	
	No matters arising	
8.	Date of next meeting	
	Wednesday 10 March 2021 at 12:30pm	