



North Tyneside Council

Minutes

Meeting Schools Forum **Date** Wednesday 11 March 2020

Location Langdale Centre

Present

✓ Present D Deputy A Apologies O Absent
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Name	Organisation	Representing	16.01.20	11.03.20
Andrew James	St Aidan's Primary	Primary	✓	✓
Angi Gibson	Hadrian Park Primary	Primary	✓	A
David Baldwin	Churchill Community College	Secondary	✓	✓
David Bavaird	Norham High School	Governor - Secondary	✓	✓
David Watson	St Thomas More	RC Schools	✓	✓
Candida Mellor / Claire MacLeod	Trade Unions	Trade Unions	Candida Mellor	Claire MacLeod
Gavin Storey	Cullercoats Primary	Primary	✓	✓
Jill Wraith	Benton Dene Primary	Primary	A	Judith Driver
Jim Coltman	Diocese	C of E Diocese	✓	✓
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	Michael Tate	✓
Kerry Lillico	Grasmere Academy	Academy	✓	A
Laura Baggett	Monkhouse Primary	Primary	✓	✓
Marie Flatman	Tyne Met	16-19 Provider	Mo Dixon	Chris Wall
Matt Snape	Marden High School	Secondary	✓	✓
Michael Young	Spring Gardens Primary	Primary	✓	✓
Paul Mitchell	Whitley Bay High School	Governor – Secondary	N/A	A
Paul Quinn	Longbenton High School	Secondary	✓	✓
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	✓	✓
<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	✓	✓
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	✓	✓

Item		Action
1.	Apologies for Absence	
	See Table above. The Chair welcomed everyone to the Schools Forum.	
2.	Attendance Register / Membership	
	Paul Mitchell from Whitley Bay is the new Secondary Governor	
3.	Public Meeting / Observers	
	The Chair welcomed the public to the meeting	
4.	Declaration of Interest	
	Steve Wilson – Item 6.2	
5.	Minutes of the last meeting of 16 January 2020	
	Minutes agreed as an accurate record of the meeting.	
6.	Matters Arising	
	Page 2, Item 6 – Matters Arising: Schools SLA Sub-Group <ul style="list-style-type: none"> Dates to be circulated by the end of the week. 	
	Page 2, Item 6 – Matters Arising: Special Leave SLA <ul style="list-style-type: none"> Update circulated. Paper to be covered under 6.2 	
	Page 3, Item 6 – Matters Arising: Presentation from School Improvement & EMTAS <ul style="list-style-type: none"> Breakdown circulated to Forum Members. Report on EYSIS still outstanding Noted that the papers were circulated late. ACTION: CP to follow up on EYSIS. It was noted that some of the support offered by EMTAS was not known previously. Concerns noted about events are being put on but attendance is low. 	CP
	Page 4, Item 6.1: Schools Finance Policy & Practice Update: <ul style="list-style-type: none"> Meeting of the Sub-Group to look at the Growth fund scheduled for 20 March. 	
	Page 6, Item 6.2: Update from Sub-Group – High Needs <ul style="list-style-type: none"> Strategic Board for SEND Membership circulated. It was noted that only one school is included. Nominations to join the membership discussed. Stephen Baines volunteered to be included. ACTION: Philip Sanderson to put forward a name from his staff ACTION: Nominations to be forwarded to Diane Buckle who will pass this information on to Kevin Burns 	PS All
6.1	Schools Finance Policy & Practice update to include (as applicable):	

	<p>1. Deficit Schools Update Claire Emmerson</p>	
	<p>CE talked through the briefing paper. Main points to note as follows:</p> <ul style="list-style-type: none"> • CE noted that the schools potentially going into deficit were consulted before circulating the report. • Overview of the work carried out discussed • Monitoring 1 position showed slight improvement from £10.051m to £9.934m • Table 2 showed an improvement of £154k • CE thanked schools for the information provided to assist with accurate monitoring and forecasting • Overview of the information in Appendix 1 provided. • Percentage change in Schools Block Funding discussed. Any school under 3% highlighted in red. • Charge in Schools Block Funding discussed. • Additional funding could bring some schools out of deficit based on year 2 of the plan • The change is a combination of changes in funding and changes in pupil numbers • Position for High Schools discussed. • Impact of changes in pupil numbers and other factors discussed • Positive impact overall <p>Discussion followed around:</p> <ul style="list-style-type: none"> • Forum asked if primary intake has reduced this year. CE noted that she believed it has reduced overall but not for all schools • Forum asked if the settlement has helped the position. CE confirmed it has • Potential position for the third year of the plan was discussed. Planned approach to assist schools discussed. Should have an early indication by end of May on which schools will potentially be in deficit by end of year 3 • Final accounts will be brought back to Forum in July • ACTION: CE to include an update as part of that report • CE noted that she will need assistance from the Finance Sub-Group to start planning for 21/22 and whether or not we move to 75% or 100% of the NFF. <p>Recommendations Schools Forum is asked to:</p> <ol style="list-style-type: none"> 1. Note deficit schools updated position following schools second monitoring for 2019/20; and 2. Note the impact of the Local Funding Formula changes for deficit schools. <p>Noted</p>	<p>CE</p>
<p>6.2</p>	<p>Special Leave SLA Christina Ponting</p>	
	<p>CP talked through the briefing paper. Main points to note as follows:</p> <ul style="list-style-type: none"> • CP provided an overview of the information circulated and contained in the report. • Possible 3 year peak discussed. Currently looking at total claims value in excess of previous years. • Predicting a value of 78.4% refund value • Continue to track the data • Options discussed. 	

	<p>Discussion followed around:</p> <ul style="list-style-type: none"> • Forum asked if it was possible to average out the last 3 years so that we can assess alternative options • Option F discussed. Forum felt this was not the best option. • General feeling was that the schools all appreciate the SLA even if the payout is reduced. It was noted that some schools may be able to bridge some of the gap with other insurances. • Option to utilise headroom funding to bridge gap to same value as last year (88%) discussed • Forum asked how much headroom was rolled forward. • It was noted that if this option was to be explored then it could not be done until all other headroom claims have been paid and that this would only offer a short term solution. • Long term solutions discussed. Better predictions for next year could be provided after 1 April. • CP noted that we are expecting more presentations from Schools for access to headroom funding but the improved financial position may assist the headroom position • Possible increase to SLA premium beyond the agreed inflationary increase of 3% discussed • ACTION: Report to be brought back to Forum in July after deficit procedure has been completed then review whether or not headroom can be utilised to make a further contribution for historic (19/20 claims) • Proposal to increase to 5% or 6% was put to the group until the SLA becomes self-funding with a mechanism to pay back to schools if necessary • The SLA has incurred at a shortfall year on year. Costs continue to increase. The 3% inflationary increase will not be sufficient as it will only cover the salary increases and not other costs. Figure impossible to predict. <p>Recommendations Schools Forum having read this report, clearly understanding the information provided and having asked sufficient questions to ensure clarity:</p> <ol style="list-style-type: none"> 1. Note the contents of this report. Noted 2. Determine if they wish option implement options e. or f.; and Forum agreed to option e with the following changes: <ul style="list-style-type: none"> • Forum agreed to 6% increase this year to be reviewed year on year – effective from 1st April 2020 – 31st March 2021 • CP to communicate the change to schools • Option to utilise headroom to bridge further gap to be explored at the Schools Forum meeting in July 2020 • CE noted that the increase will need to be administered in a different way as the Proforma tool has already been submitted to the DfE. Forum noted the process. 3. If they choose option f. – How they would go about achieving this? N/A 	<p>CP</p> <p>CP</p> <p>CE</p>
6.3	<p>Update from Sub-Group - High Needs Mark Taylor / Kevin Burns</p>	
	<p>DB welcomed DBu to the Forum. Introductions were carried out.</p> <p>DBu talked through the briefing paper. Main points to note as follows:</p> <ul style="list-style-type: none"> • Overview provided 	

	<ul style="list-style-type: none"> • This paper focuses on SEND which is only part of the inclusion strategy. Overall, the strategy is much wider than that and will dovetail into the education strategy. • DBu talked through the timeline. Date set for first meeting. Timeline takes us through to completion and launch in September 2020 • There will be a focus on post 16, internships, pre & post diagnosis and SEMH and ASD • DB thanked DBu for the paper and introduction to Forum <p>Discussion followed around:</p> <ul style="list-style-type: none"> • Forum asked who the Delivery Group would be. DBu confirmed that the Delivery Group will be formed from the SEND Strategic board • ACTION: Names of those in the Delivery Group to be sent to MN for circulation. • Funding mechanisms were discussed. Forum asked if these would be in place for launch. MT confirmed that this work needs to be carried out first and that the High Needs Sub-Group will be consulted on any changes • DBav noted that the first SEND careers event will take place on 29 April at The Park Hotel • Statutory consultation commenced around Melrose. Decision around the rest of the ARPs will be made following the work on the inclusion strategy. • KB has put a request out to the ARPs around additional support in the interim and is awaiting feedback. Deadline is this week and the feedback will inform any interim decisions. • ACTION: Forum requested an update around ARPs that aren't full at the next meeting to see if we have been successful in meeting the outstanding need. • DBu noted that it's not always about the number of places filled but sometimes about the designation of the ARPs. The question is how many ARP places do we have for the needs of the children • Forum asked if we are any clearer on the funding needs for the High Needs block. Inclusion Strategy will provide a longer term decision making tool that can be used to make decisions around funding. In the short term, KB is liaising with ARPs to try and fill the empty spaces with the right children to ensure the right support is in place. • Forum are welcoming the strategy but expressed concerns on the time that it is taking. DBu noted that the work needs to involve a range of partners to ensure that it works and that will inevitably impact on the timeline. • ACTION: Draft Strategy to be brought back to forum in July • DBu reassured Forum that we are looking at what can be done to relieve the pressures everyone is facing • Forum noted that they would like to nominate 2 further representatives to attend the Strategic Board for SEND as per the action on page 2 <p>Recommendations Schools Forum is asked to:</p> <ol style="list-style-type: none"> 1. Note the content of the report. Noted 	<p>DBu</p> <p>KB/DBu</p> <p>DBu</p>
7.	Any Other Business	
	<p>Forward Plan</p> <ul style="list-style-type: none"> • 2020/21 dates to be added to agenda for July • Papers from forward plan – Service Manager Reports/ Updates; Responsibility for Redundancy & ER Costs 	

	<ul style="list-style-type: none">• Further update on Inclusion Strategy	
8.	Date of next meeting	
	Wednesday 8 July 2020 at 12:30pm - The Langdale Centre.	