



North Tyneside Council

Minutes

Meeting Schools Forum Wednesday 15th November 2017
Location Langdale Centre 12.30 – 2.00pm

Present		Representing
David Baldwin (Chair)	Headteacher, Churchill Community College	Secondary/Middle
Mark Longstaff	Head of Commissioning & Investment	NTC
Elaine Appleby	School Finances Advisor	NTC
Janice Gillespie	Head of Finance/Section 151 Officer	NTC
Jill Wraith	Headteacher, Benton Dene Primary	Primary/First
Christina Ponting	Senior Manager – Schools HR	NTC
Kehri Ellis	North Tyneside Learning Trust	Trust
Jim Stephenson	Headteacher, John Spence Community High	Secondary/Middle
Sharron Colpitts-Elliott	Headteacher, Rockcliffe First School	Primary/First
David W Bavaird	Governor, Norham High School	Secondary/Middle
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
Alan Brown	Governor, Hadrian Park Primary School	Primary/First
Peter Gannon	Headteacher, Silverdale School	Special Schools
Gavin Storey	Headteacher, Cullercoats Primary School	Primary/First
Peter Thorp	Governor, Redesdale Primary School	Primary/First
Philip Sanderson	Headteacher, Kings Priory	Academies
Claire McLeod	NASUWT	Trade Union
Steve Wilson	Headteacher, Whitley Bay High School	Secondary/Middle
Andrew James	Headteacher, St Aidan's RC Primary School	Primary/First
Audrey Kingham	Tyne Met College	16-19 Providers
John Croft	Headteacher, Sir James Knott Nursery	Nursery
Jill Shaw	Headteacher, New York Primary School	Primary/First
David Grigg	Governor, John Spence High School	Secondary/Middle
Michael Tate	Business Manager, Moorbridge	PRU
Colleen Ward	Headteacher, Coquet Park First School	Primary/First
David Godfrey	Headteacher, Valley Gardens Middle School	Secondary/Middle

1.	Apologies for Absence Laura Baggett (Jill Shaw), John Newport (David Godfrey), Karen Croskery (Michael Tate), Sharon Thompson.	CP
	Standing item - non-attendees to be reminded re deputies and requirement to attend.	
2.	Minutes of Last Meeting (13th September 2017)	

	Were agreed as an accurate account of the last meeting	
3.	<p>Matters arising</p> <p>The Chair accepted apologies for the delay in publication of papers for this Forum.</p> <p>Pg 4 JG shared the presentation from the last Schools Forum at Headteacher Briefing (29th Sep 17).</p> <p>Pg 5 dates of the Funding Sub Group were circulated and two meetings have taken place.</p> <p>The Chair thanked colleagues involved with the extensive work of the sub-group on behalf of Forum.</p>	
4.	<p>Update from Chief Finance Officer</p> <p>JG updated colleagues and confirmed no significant changes in both the LA's position and schools positions since discussions at the last Schools Forum.</p> <p>JG handed out a presentation that is to be shared at a workshop tomorrow with a wider team of LA Officers to ensure everyone has a clear understanding of the work streams in progress.</p> <p>Key Pieces of work will include:</p> <p>Financial Review and Analysis</p> <ul style="list-style-type: none"> • Funding formula review • Individual schools forecast • Financial governance review • Long-term planning <p>Planning & Modelling</p> <ul style="list-style-type: none"> • Pupil admission numbers review • Local Plan developments review • Modelling (and ongoing support) <p>Tools for Schools</p> <ul style="list-style-type: none"> • Finance service offer (Finance teams to look at the services we offer) • Financial systems • Cashless, grants, procurement • Staffing, benchmarking • Training needs and programme • Demand planning <p>Keeping CYP in School</p> <ul style="list-style-type: none"> • Whole system solution • Strategic leadership • Early intervention • Mental health issues • Funding distribution <p>The governance and lead officers have yet to be established.</p> <p>A Deputy Section 151 Officer has been recruited due to start 1st December 17 and they will work with JG, the teams currently supporting schools/ Schools Forum going forward. They will be introduced to HT and SF members within due course.</p> <p>The presentation that JG has presented to HT and SF will also be shared with Governing Bodies as they have a key role to play in the work of SF/ Financial Management in schools. JG to work with officer teams to look at how best to facilitate this.</p> <p>Any comments/ interest in being involved in the work streams to be emailed to JG directly – janice.gillespie@northtyneside.gov.uk</p>	

5.	<p>Further Updates on National Funding Formula (NFF) 2018/19 EA talked through a briefing note to Schools Forum summarised below.</p> <ul style="list-style-type: none">On 14 September 2017 the Department for Education (DfE) published the response to the stage 2 NFF consultation and confirmed the final formulae. From 2018-19 the Dedicated Schools Grant (DSG) which provides allocations for each block will comprise of four blocks:<ul style="list-style-type: none">schools,high needs,early years andthe new central school services block.Each of the four blocks has their own funding formula.In 2018-19 & 2019-20 the local authority will receive its funding based on the DfE NFF and during this transition period LA's will continue to set a local formula to distribute funding to individual schools.The consultation response includes illustrative data to show the impact of the new formulas for both the local authority and each school, using 2016 census data. The allocations take into account the additional investment in schools revenue funding of £1.3 billion for 2018/19 and 2019/20 which the Secretary of State announced in July 2017. The final DSG allocation will be available mid December and will be updated with the latest October 2017 census data. <p>Full details of the consultation response can be found by following this link.</p> <p>Key dates and deadlines</p> <table><tr><td>15 November</td><td>Schools Forum updated with final NFF and considers subgroup feedback</td></tr><tr><td>22 November</td><td>Local consultation documents issued to stakeholders</td></tr><tr><td>4 December</td><td>Deadline for consultation responses</td></tr><tr><td>6 December</td><td>Subgroup convenes and discusses findings – financial modelling undertaken as required</td></tr><tr><td>30 November</td><td>Deadline for making disapplication request to ESFA</td></tr><tr><td>13 December</td><td>Schools Forum considers consultation response and further work (if required)</td></tr><tr><td>Mid-December</td><td>ESFA issues APT populated with pupil data and factors</td></tr><tr><td>10 January</td><td>DSG blocks (schools and high needs) issued Schools Forum formally considers funding arrangements, including agreeing block transfers, centrally retained items and de-delegated items</td></tr><tr><td>19 January</td><td>Deadline for submission of final APT to ESFA</td></tr><tr><td>28 February</td><td>Deadline for confirmation of schools budget shares to maintained schools (in North Tyneside the intention is to issue in advance of this deadline)</td></tr></table> <p>Discussion followed.</p> <ul style="list-style-type: none">EA reiterated that the figures shown in the tables within the response are notional and based on the October 16 census. These figures will be updated when the October 17 census data is available, and the figures will be updated in January. EA confirmed that the figures will be clarified before allocations are made	15 November	Schools Forum updated with final NFF and considers subgroup feedback	22 November	Local consultation documents issued to stakeholders	4 December	Deadline for consultation responses	6 December	Subgroup convenes and discusses findings – financial modelling undertaken as required	30 November	Deadline for making disapplication request to ESFA	13 December	Schools Forum considers consultation response and further work (if required)	Mid-December	ESFA issues APT populated with pupil data and factors	10 January	DSG blocks (schools and high needs) issued Schools Forum formally considers funding arrangements, including agreeing block transfers, centrally retained items and de-delegated items	19 January	Deadline for submission of final APT to ESFA	28 February	Deadline for confirmation of schools budget shares to maintained schools (in North Tyneside the intention is to issue in advance of this deadline)	
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- Papers to assist discussion around centrally retained items will be provided at December Schools Forum
- The Finance team continue to look at pressures and will bring to Forum

Recommendations

The Forum were asked to:

1. Note update and final decisions in relation to National Funding Formula
2. Agree the proposed timetable to consult with schools
3. Note the revised timetable

All recommendations were noted and agreed

The Chair noted the time spent and huge amount of work on this item and thanked everyone involved

6. 2018-19 Mainstream Funding Formula

EA talked through a briefing note summarised below:

- It was agreed at the September 2017 meeting to set up a schools forum funding sub group who would consider the changes following the release of the published consultation response and review any further information made available. This group has now met twice to consider the funding changes in preparation for the consultation with schools and schools forum.

Sub Group members:

David Baldwin, (Chair of Schools Forum)	Churchill Community College	Secondary
David Watson	St Thomas More	Academy
Steve Wilson	Whitley Bay High	High/Secondary
Gavin Storey	Cullercoats	Primary
Andrew James	St Aidan's	Primary
John Newport	Marden Bridge Middle	Middle/Secondary
Phillip Sanderson	Kings Priory	Academy
Steve Baines	Holystone	Primary
Jim Stephenson	John Spence High	Secondary
Sharron Colpitts-Elliott	Rockcliffe First	First/Primary
Colleen Ward	Coquet Park First	First/Primary
Peter Gannon (Vice Chair of Schools Forum)	Silverdale	Special
Warwick Stephenson/ Audrey Kingham	Tyne Metropolitan College	College
Peter Thorpe	Redesdale Primary	Governor - Primary

Both the LA and the Schools Forum Funding Sub-group are mindful of the financial position of schools and do not wish to cause any destabilising of schools budgets so will be ensuring decisions made are given the greatest consideration. Though there was a great deal of discussion with the subgroup during the two meetings, due to the great complexity of these changes the subgroup did not feel at this stage they could make specific recommendations until further modelling has been carried out following the 2018-19 DSG settlement.

It is proposed that consultation with all schools takes place in November 2017. Last year

	<p>the subgroup met to consider the response to the consultation and further modelling was undertaken. It is hoped that this can be replicated this year if meetings are able to be scheduled into the timetable. The results of the consultation will also be shared with Forum at the December 2017 meeting. It is proposed at this stage to seek views in principle. It is not yet possible to test the affordability of the various options until the DSG funding the LA will receive for 2018-19 is known. This will be based on the latest census data (as at October 2017) which will not be published until the nearer the end of the calendar year.</p> <p>Forum discussed the consultation and questions.</p> <ul style="list-style-type: none">• Colleagues agreed that the proposed consultation questions should be rewritten and scripted in a way that can be shared by locality via Forum members and following feedback a decision will be made by Forum on behalf of all schools• Colleagues agreed that the consultation questions are really helpful as a starting point• A breakfast meeting of the sub-group was arranged for <u>6th December 2017 at Langdale 8am</u>. Invites to be sent to all Forum members <p>Recommendations The Forum was asked to:</p> <table><tr><td>1. Note the updates applicable to the local formula</td><td>Noted</td></tr><tr><td>2. Agree the proposed consultation questions</td><td>Agreed that the questions would be rewritten</td></tr><tr><td>3. Agree the proposed timetable to consult with schools</td><td>Agreed</td></tr><tr><td>4. Note feedback from the local funding formula consultation will be feedback to the December meeting</td><td>Noted</td></tr><tr><td>5. Note the revised timetable</td><td>Noted</td></tr><tr><td>6. Agree further modelling will be prepared by the finance team following receipt of the DSG settlement</td><td>Agreed</td></tr></table>	1. Note the updates applicable to the local formula	Noted	2. Agree the proposed consultation questions	Agreed that the questions would be rewritten	3. Agree the proposed timetable to consult with schools	Agreed	4. Note feedback from the local funding formula consultation will be feedback to the December meeting	Noted	5. Note the revised timetable	Noted	6. Agree further modelling will be prepared by the finance team following receipt of the DSG settlement	Agreed	EA
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7.	<p>AOB</p> <p>CP confirmed that the Schools Forum Constitution Guidance circulated in May 2017 which was agreed would be recommended for adoption to the LA, however, further/ new guidance has since been published by the EFA in September. Forum to receive in January 2018 an updated constitution for review.</p>	CP												
8.	<p>Date of next meeting</p> <p>13th December 2017 – at 12.30 – 2.00 pm. (Lunch will be available for Schools Forum members from 12 noon).</p>													