



North Tyneside Council

Minutes

Meeting Schools Forum **Date** Thursday 12th September 2019

Location Langdale Centre

Present

✓ Present
D Deputy
A Apologies
O Absent

Name	Organisation	Representing	10.07.19	12.09.19
Andrew James	St Aidan's Primary	Primary	✓	✓
Angi Gibson	Hadrian Park Primary	Primary	✓	✓
Audrey Kingham	Tyne Met	16-19 Provider	✓	✓
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	✓	Mark Nugent
Glen Bowman	Trade Unions	Trade Unions	✓	Candida Mellor
Jill Wraith	Benton Dene Primary	Primary	✓	✓
Jim Coltman	Diocese	C of E Diocese	✓	✓
Joanne Thompson	Holystone Out of School	Early Years PVI	✓	O
John Croft	Sir James Knott	Nursery	✓	✓
John Newport	Marden Bridge Middle School	Middle	✓	✓
Karen Croskery	North Tyneside Student Support Service	PRU	A	✓
Kerry Lillico	Grasmere Academy	Academy	✓	✓
Laura Baggett	Monkhouse Primary	Primary	✓	✓
Matt Snape	Marden High School	Secondary	✓	✓
Michael Young	Spring Gardens Primary	Primary	✓	✓
Paul Quinn	Longbenton High School	Secondary	✓	✓
Peter Gannon	Silverdale School	Special	✓	✓
Peter Thorp	Redesdale Primary	Governor - Primary	A	✓
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	✓	A
Claire Emmerson	Senior Manager - Finance Strategy & Planning	NTC	A	✓

Noel Kay	Senior Business Partner, Finance	NTC	A	O
Diane Thompson	Finance	ENGIE	✓	✓
Christina Ponting	Senior Manager - Schools HR	ENGIE/NTC	✓	✓
Denise Pearson	Procurement Manager	ENGIE	✓	O
Mary Nergaard	PA to Head of Commissioning & Asset Management	NTC	✓	✓

Item		Action
1.	Apologies for Absence	
	See Table above. The Chair welcomed everyone to the Schools Forum.	
2.	Attendance Register / Membership	
	See item 6.1 (d)	
3.	Public Meeting / Observers	
	The Chair welcomed the public.	
4.	Declaration of Interest	
	None	
5.	Minutes of the last meeting	
	Agreed as an accurate record of the meeting with the following comments noted: Page 6, Item 7 – AOB. AJ noted that an issue had been raised regarding the wording in the Catering SLA around the Schools Lunch Grant Allocation. The statement in the SLA suggests that the Schools have no option to opt out. ACTION: CP to clarify with the Facilities and Fair Access Manager	CP
6.	Matters Arising	
	<p>Page 2, Item 6 – Matters Arising: SLA Increases. Briefing note issued by ML to provide clarity on the rationale behind the increase. Forum felt there wasn't enough detail in the note. The following information was requested</p> <ul style="list-style-type: none"> • How much of the increase was due to the Living Wage? • Does Catering Services offer the same services to other areas and is the deal the same for these clients? • Information on debt collection as this is part of the SLA • A more detailed breakdown of costs <p>Page 3, Item 6.1 (c) – Finance Update: Draft 2019/20 Section 251 Budget Statement has not yet been circulated ACTION: (Carried forward) CE to circulate</p> <p>Page 5, Item 6.6 – Reports from Services for 2020/21 Financial Year Proposal: All reports were re-circulated. MS provided an overview of the split between Primary and Secondary. Main points to note as follows:</p> <ul style="list-style-type: none"> • EIP current priorities = circa £105k. Breakdown as follows: <ul style="list-style-type: none"> ○ Secondary Support Team = circa £80k ○ Science Support = circa £23k ○ Balance = circa £2k to £3k 	CE

	<p>Page 6, Item 7 – AOB – Schools Catering/GDPR Query: CP clarified that there were no GDPR implications in providing the data requested from Schools Catering. Forum Member queried the ethics behind sharing this information for the purpose of debt collection.</p> <p><u>ACTION:</u> CP to liaise with ML to obtain further clarity</p>	CP/ML
6.1	1. Annual Review of Schools Forum Constitution	
	<p>a) Election of Chair Christina Ponting David Baldwin was re-elected as Chair of Schools Forum</p> <p>b) Election of Vice Chair Christina Ponting Peter Gannon was re-elected as Vice Chair of Schools Forum</p> <p>c) Declarations of Interest – All Members David Baldwin None</p> <p>d) Members Attendance Christina Ponting</p> <ul style="list-style-type: none"> It was noted that there was a vacancy for Secondary Governors A number of Terms of Office will reach their natural end in October <u>ACTION:</u> CP to liaise with relevant parties on the necessary arrangements Anne Welsh has stepped down as Governor rep from Monkseaton High School. Audrey Kingman is stepping down. No nominations for a replacement have been received at this stage. Thanks were issued to AK for her hard work and contribution to the Forum A post within Schools Forum for those pupils that may be under-represented was discussed due to the difficulty in recruiting an appropriate rep. Forum was asked if this post could be deleted. Forum agreed CP to update members separately if there were any changes to the Constitution in line with update ESFA guidance/ updates for September 2019. <p>e) Notification to all Schools / Governors Membership Christina Ponting Annually and as changes occur a notification was to be sent to all Schools including vacancies.</p> <p>f) Action Plan / Self Assessment Christina Ponting Action Plan to be finalised following the election of the Chair <u>ACTION:</u> CP to liaise with the Chair</p>	<p>CP</p> <p>CP</p> <p>CP</p>
6.1	2. Schools Finance & Practice Update	
	<p>a) National Funding Formula Update Claire Emmerson CE talked through the briefing paper. Additional supporting paper was circulated. Main points to note as follows:</p> <ul style="list-style-type: none"> Previously agreed to maintain the Local Funding Formula (LFF) for 2 years This covered the period 2018-19 and 2019-20 Decision now needs to be made for 2020-21 A large amount of work has been carried out with the Sub Group to assess the best way to move towards the National Funding Formula (NFF) 6 models have been explored. Overview was provided. Models 3 and 4 were selected as the preferred options by the Sub Group. 	

8.	Date of next meeting	
	Wednesday 13 th November 2019 12:00pm - Langdale	
9.	Planning for next meeting and/or as noted on the Forward Plan	
	To be confirmed	