



Haringey Council

NOTICE OF MEETING

Haringey Schools Forum

THURSDAY, 3RD JULY, 2014 at 16:00 HRS - PROFESSIONAL DEVELOPMENT CENTRE,
DOWNHILLS PARK ROAD, TOTTENHAM, LONDON N17 6AR

AGENDA

1. CHAIR'S WELCOME

2. APOLOGIES AND SUBSTITUTE MEMBERS

Clerk to report.

3. DECLARATION OF INTEREST

Declarations are only required where an individual member of the Forum has a pecuniary interest in an item on the agenda.

**4. MINUTES OF THE MEETINGS OF 26 FEBRUARY 2014 AND 25 MARCH 2014
(PAGES 1 - 12)**

5. MATTERS ARISING

**6. SCHOOLS 2013/14 INTERNAL AUDIT PROGRAMME -OUTCOME OF WORK
(PAGES 13 - 16)**

To advise the Schools Forum of the outcomes of the 2013/14 audit programme of primary and secondary schools.

7. SCHOOLS BUDGET OUTTURN 2013- 14 AND UPDATE ON SCHOOLS BUDGET PLANS FOR 2014-15 (PAGES 17 - 26)

- (i) To advise the Schools Forum of the latest Dedicated Schools Grant allocation for 2014-15.
- (ii) To advise the Schools Forum of the Schools Budget carry forward from the 2013-14 financial year and the balances carried forward by individual schools.
- (iii) To request the appointment of a panel of the Forum to allocate the contingency for schools in financial difficulty.

8. HARINGEY COUNCIL'S SCHEME FOR FINANCING SCHOOLS (PAGES 27 - 28)

To consult with members of the proposed changes to the local Scheme for Financing Schools and to obtain approval for the changes from members representing maintained schools.

9. REVIEW OF MEMBERSHIP (PAGES 29 - 30)

To provide the Annual report on the Academy representation on the Forum.

10. VERBAL UPDATE ON EARLY YEARS WORK

11. WORK PLAN 2014/15 (PAGES 31 - 34)

12. ANY OTHER URGENT BUSINESS

13. DATES FOR FUTURE MEETINGS

- 23 October 2014
- 4 December 2014
- 15 January 2015
- 25 February 2015
- 21 May 2015
- 8 July 2015

**MINUTES OF THE SCHOOLS FORUM MEETING
WEDNESDAY 26 FEBRUARY 2014**

Schools Members:

Headteachers: **Special (1)** - *Martin Doyle (Riverside),
Children's Centres (1) - Julie Vaggers (A) (Rowland Hill),
Primary (7) * Dawn Ferdinand (The Willow), Fran Hargrove (St Mary's CE), *Will Wawn (Bounds Green) *Cal Shaw (Chestnuts), *Julie D'Abreu (Devonshire Hill), * Nic Hunt (Weston Park) James Lane (St Francis de Sales)
Secondary (2) *Helen Anthony (A) (Fortismere), *Tony Hartney (Gladesmore),
Primary Academy (1) *Linda Sarr (St Ann's),
Secondary Academies (2)*Simon Garrill Heartlands, *Michael McKenzie (Alexandra Park)

Governors:

Special (1) Vacancy
Children's Centres (1) *Melian Mansfield (Pembury)
Primary (7) Miriam Ridge (Our Lady of Muswell), *Asher Jacobsberg (Welbourne), *Louis Fisher (Earlsmead), *Laura Butterfield (Coldfall), Andreas Adamides, (A)(Stamford Hill), *Jan Smosarski (Bruce Grove), *Sandra Carr (St John Vianney)
Secondary (3) *Liz Singleton (Northumberland Park), * Imogen Pennell (Highgate Wood), *Keith Embleton (Hornsey)
Primary Academy (1) Vacancy
Secondary Academy (1) *Marianne McCarthy (Heartlands),

Non School Members:-

Non – Executive Councillor - *Cllr Zena Brabazon
Professional Association Representative - Vacancy
Trade Union Representative - *Pat Forward
14-19 Partnership - June Jarrett (A)
Early Years Providers - *Susan Tudor-Hart
Faith Schools - *Mark Rowland
Pupil Referral Unit – *Gordon McEwan

Observers:-

Cabinet Member for CYPS (*Cllr Ann Waters)

Also attending:

Steve Worth, Finance Manager (Schools)
Wendy Sagar, Interim Head Finance (CYPS)
Carolyn Banks, Clerk to Forum
Jon Abbey, Assistant Director, CYPS
Lisa Redfern, Acting Director of Children's Services
Ngozi Anufoyo, Early Years Commissioning Manager
Paul Smith, Interim Head of Schools HR

* Members present

A Apologies given

**MINUTES OF MEETING OF THE SCHOOLS FORUM
WEDNESDAY 26 FEBRUARY 2014**

TONY HARTNEY N THE CHAIR

MINUTE NO.	SUBJECT/DECISION	ACTION BY
1.	<p>CHAIR'S WELCOME The Chair welcomed everyone to the meeting. The Forum noted that this was WS's last meeting and she was thanked for the work she had done for the Forum.</p>	
2.	<p>APOLOGIES AND SUBSTITUTION MEMBERS</p>	
2.1	<p>Apologies for absence were received from Andreas Adamides and Asher Jacobsberg,</p>	
2.2	<p>Peter Catling was substituting for Julie Vaggers, and Bill Barber for June Jarrett.</p>	
3.	<p>DECLARATION OF INTEREST (Agenda Item 3)</p>	
3.1	<p>Pat Forward declared an interest in relation to the item relating to Trade Union duties, item 9 and Peter Catling in respect of item 8, relating to full time nursery places</p>	
4.	<p>MINUTES OF MEETING HELD ON 16 January 2014 (Agenda Item 5)</p>	
4.1	<p>AGREED: The minutes of the meeting were agreed as a true record.- subject to:- 8.2 amended from "statemented funding" to "funding for statements" 9.10 £198m amended to £198k</p>	
5.	<p>MATTERS ARISING:</p> <p>7.2 SW advised the Forum that it would be possible to provide Greig City, a recoupment Academy, with its share of the funds (£35.5K). This was AGREED by the Forum.</p> <p>8.9 SW tabled a breakdown of Council overheads charged to the High Needs Block. Some concern was expressed as to whether this provided value for money and whether schools were being charged fairly. JA emphasised the need to ensure that the Forum was properly scrutinising expenditure, challenging where appropriate and assessing impact. It was AGREED that a further detailed report be requested on this matter.</p> <p>9.3 SW informed the meeting that the Government had indicated that £2.30 would be provided to the LA for each additional meal that was provided. A capital allocation of £300,000 was also available for any necessary capital works and schools would have the opportunity to bid for funding. The Forum would be updated with more specific details as soon as it was available.</p>	
6.	<p>HARINGEY COUNCIL'S SCHEME FOR FINANCING SCHOOLS (Agenda Item 6)</p>	

**MINUTES OF MEETING OF THE SCHOOLS FORUM
WEDNESDAY 26 FEBRUARY 2014**

6.1	SW informed the meeting of proposed changes to the Local Scheme for Financing Schools.	
6.2	In particular the Forum noted changes in respect of responsibility for redundancy and early retirement costs which would bring the local scheme into line with the updated DfE model. Changes to the Funding Framework and other changes were also noted.	
6.3	In response to a query from PF it was noted that the LA would be able to appeal to the Secretary of State if they felt that wrong decisions had been made.	
6.4	RESOLVED:- That the revisions to the Scheme as set out in the report and appendices be agreed by the Maintained schools.	
7.	CARE PLACEMENTS FOR LOOKED AFTER CHILDREN (Agenda Item 7)	
7.1	As agreed at the previous meeting further information was provided in respect of the requested contribution from the dedicated schools budget in relation to care placements for Looked after children. It was noted that, although there had been a significant increase in the number of LAC, the Local Authority was continuing to work towards reducing numbers and particularly its reliance on residential care placements.	
7.2	The Forum noted the importance of meeting the educational needs of LAC in residential care, and the significant improvements in outcomes, with Haringey currently the third best Local Authority in the country in this respect. JA stated that this fantastic achievement was double the national average.	
7.3	The Forum noted that the money was spent on LAC residential placements, meeting LAC's educational costs, and for LAC placed in independent fostering agency placements.	
7.4	The Forum were pleased to note that there had been a steady and managed reduction in the number of LAC's in residential care over the past few years and it was hoped that this trend would continue. Although there was some volatility in the number of LAC's with a slight increase recently it was hoped that the total £1m would not be required during 2013/14 or 2014/15. If this proved to be the case a further report would be presented to the Forum for consideration of options. It was also agreed that it would be useful for any further report to include details of age profiles and where placements are made. JA advised that the Council's partners iMPower would be looking at the unit cost of placements.	
7.5	RESOLVED: That the report be noted.	
8.	UPDATE ON THE IMPLEMENTATION OF CHANGES TO FULL TIME NURSERY CLASS PLACES PROVISION FOR THREE AND FOUR YEAR OLDS IN HARINGEY'S SCHOOLS (Agenda item 8)	

**MINUTES OF MEETING OF THE SCHOOLS FORUM
WEDNESDAY 26 FEBRUARY 2014**

8.1	NA reminded the Forum of the changes to full time nursery place provision which had been agreed by Cabinet in February 2012. It had been deemed necessary to reduce the number of full time places to release the appropriate levels of dedicated school grant (DSG) funding to both support a necessary take up of part time, 15 hour per week places to a predicted 90% in 2014. Also national funding changes, principally the move to funding based on participation, had increased the imperative of reducing any unfunded nursery places.	
8.2	There had been a reprofiling on the reduced number of full time places based on deprivation indicators to ensure that the remaining funded full time places were targeted at those most in need. Details of reallocation of full time places between schools was noted, together with the reduced overall full time nursery class provision.	
8.3	The Forum were further reminded of the national changes to the funding arrangements for the free entitlement whereby the Council was now funded on a participation led basis meaning that DSG funding levels would be determined by the number of 2, 3 and 4 year olds actually taking up their 15 hour free entitlement place.	
8.4	Currently full time provision was primarily funded through the provision of transitional protection for the 90% take up funding guarantee for 3 year olds from previous financial years, but this would not be available from April 2014. The Local Authority had recognised that the proposals would have a significant impact, but there had been some protection through the Minimum Funding Guarantee, however changes to national regulations would mean that this was no longer be the case and a school would need to manage the changes in numbers through an increase in part time places, charging for non statutory provision or reducing its offer.	
8.5	In order to achieve the participation rates for 3 year olds to meet the DfE expectations of 94% take up a further 358 3 year olds would need to take up places. The impact of this being an additional £1.148m in DSG funding.	
8.6	NA outlined the changes to full time provision for September 2014 and the September 2015 financial implications. The LA was trying to manage the changes effectively and as such there would be a planned reduction in full time nursery places to 118 by September 2015, which it was noted would have a significant impact on the schools offering full time places. JD'A suggested that it would be more appropriate to link places to the 1:13 ratio. It had therefore been agreed to implement the planned reduction over two years, with a 50% reduction in the first year. The additional cost of maintaining the additional places in 2014/15 was noted, together with the reduced time span for introducing compensatory savings to accommodate the higher rate for two year old funding which would be required in 2015/16. A central budget of £67,000 was to be retained to support the provision of targeted places for the most vulnerable children.	
8.7	The provision of full time places after September 2016 would need to be considered as part of a wider review of early years funding following the decision to increase the contribution rate for two year old to £6 per hour.	
8.8	Following a design review commissioned by the Chief Executive and the subsequent development of an Action Plan, the Early Years Strategic partnership would be developing a strategy to which the Forum and the	

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	Early Years Working Group would be stakeholders. PC welcomed this initiative but added that it was important to consider the impact the reduction in full time places would have on vulnerable children. There needed to be a coherent Early Years intervention strategy which should be considered by the Forum's working party. It was also important that such a strategy included quality of provision.	
8.9	The Forum received tabled comments from Nursery schools on the proposals. The Forum also noted that it was likely that a number of schools would not wish to retain just a few full time places. As such the LA had examined the fairest way to distribute these places.	
8.10	Some concern was expressed over the lack of time to consult with schools over the proposals. MM also expressed her concern that the Working Group had not had the opportunity to meet to consider this matter prior to this meeting and she requested that a meeting be arranged to do so. NA advised that this report was purely an update. ZB was also of the view that the Working Party should have the opportunity to consider the matter given the huge impact for both nursery and primary schools. It was agreed that iMPower should be involved in looking at the strategic approach to early intervention, the commissioning of future places and the funding mechanisms. JA stated that whilst this was a complex issue which was driven by funding there needed to be a discussion with Headteachers. He also advised that he would discuss further with officers responsible for early help.	
8.11	Cllr Waters advised that whilst there were no further funds available, the Council was trying to do its best for the vulnerable children in the borough. It was also noted that schools were expecting to receive details of their budget allocations for 2014/15 very soon.	
8.12	Whilst the Forum agreed that the working group would convene an urgent meeting to look at the allocation of full time places it was noted that there may not be sufficient time to make any changes to the proposals for implementation in September 2014. It was noted that were any changes proposed from the Working Party there would be a need to convene a special Forum meeting before 31 March 2014.	
	<p>RESOLVED:-</p> <ol style="list-style-type: none"> 1. That the Early Years Working Group convene an urgent meeting to examine the profile of full time places provision across Haringey's nursery school classes and nursery schools for September 2014 and if necessary a special meeting of the Forum be convened. 2. That it be noted that the future of full time places will be considered as part of the wider review of Early Years Block funding necessitated by the decision to fund two year old places at £6 per hour. 	
	TRADE UNION FACILITIES AND TIME OFF ARRANGEMENTS	

**MINUTES OF MEETING OF THE SCHOOLS FORUM
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9.		
9.1	As requested at the previous meeting and following the Forum's decision not to de-delegate the budget for trade union facilities time for 2014/15 a report was presented to the Forum on a way forward to enable all schools to buy into a service level agreement to "buy back" trade union representation.	
9.2	The Forum noted the specific statutory requirements around the requirement for time off for trade union duties and areas where recognised trade unions have a right to be consulted on.	
9.3	Details of the current practice in Haringey was noted which showed that there was consultation with recognised trade unions on a range of issues including employment policies and practices, school improvement priorities and the strategic direction of the education provision.	
9.4	The current facilities arrangements provide for certain trade union officials to be given a fixed allocation of time off, based on membership. For some representatives this meant that they were engaged in trade union activity for the whole of their working time.	
9.5	The Forum was reminded that in 2013/14 primary schools voted to de-delegate the budget back to the Local Authority whereas secondary schools did not. However for 2014/15 all settings voted not to de-delegate funding.	
9.6	Details of the guidance from the DfE issued in January 2014 was noted. In particular it was noted that trade union representatives should not be engaged on trade union duties for more than 50% of their time.	
9.7	The Forum was advised of the reasons for a proposed change and principles for revised arrangements.	
9.8	PS outlined details of the proposed SLA, which it was noted would be subject to discussion with the relevant trade unions and then sent to schools for consideration. TH reminded the meeting that it was not the Forum's responsibility to determine the details of the SLA. In response to a request from NH for an indication of prices PS advised that the costs would be proportionate to the staffing headcount whether a member of Trade union or not, but were unlikely to be more than £3,000. To charge on the basis of trade union membership it was noted would be difficult. It was however agreed that two SLA's could be provided, one for teaching and one for support staff unions. Should any school choose not to buy in and subsequently require TU facilities time they would be charged separately. The Forum was also assured that the costs should be equal to the delegated budget, but it was noted there could be a shortfall if not all schools bought in.	
9.10	Both SG and MMcK confirmed the importance of getting an effective and efficient service. SG also stated that there were alternative models which could be examined. It was agreed that there was a need for further discussions with Headteachers before implementation, which PS assured the Forum would be from 1 April 2014. LB also advised for careful consideration to be given to industrial relations within schools.	
9.11	In response to a query around the effects on nursery and special schools it was noted that they were not affected as there was no de-delegation.	

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9.12	PF outlined to the Forum how time was allocated and assured the meeting that the service was well monitored and fully accountable to the LA. A reduction on trade union membership would lead to a reduction in facilities time.	
	<p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That the maintained schools support the proposal to produce SLAs to enable schools and Academies to buy back trade union representation. 2. That two separate SLAs be produced, one for teaching unions and one for support staff unions for introduction from 1 April 2014. 	
10.	<p>FEEDBACK FROM WORKING GROUPS (VERBAL)</p> <ul style="list-style-type: none"> • ALTERNATIVE PROVISION <p>JA informed the meeting that primary PRU had now relocated to the Octagon. The TUPE process was in hand and conversion to an Academy would be effective from 1 April 2014.</p>	
11.	WORK PLAN FOR ACADEMIC YEAR 2013/14	
	The workplan had been circulated with the papers and was duly noted. Add Update on TU Facilities and Time Off Arrangements to 14 May.	
12.	ANY OTHER URGENT BUSINESS	
	In response to a query from ZB about the future of Hartsbrook E Act Free School in the light of recent publicity JA advised that he was seeking further information on the matter and he was aware that the DfE were working closely with the EFA.	
13.	<p>DATE OF FUTURE MEETINGS</p> <p>14 May 2014 3 July 2014</p>	

The meeting closed at 6.10pm

TONY HARTNEY

Chair

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**MINUTES OF THE SCHOOLS FORUM MEETING
TUESDAY 25 MARCH 2014**

Schools Members:

Headteachers: **Special (1)** - Martin Doyle (A) (Riverside),
Children's Centres (1) - *Julie Vaggers (Rowland Hill),
Primary (7) * Dawn Ferdinand (The Willow), Fran Hargrove (St Mary's CE), *Will Wawn (Bounds Green) Cal Shaw (A)(Chestnuts), *Julie D'Abreu (Devonshire Hill), Nic Hunt(A) (Weston Park)
 *James Lane (St Francis de Sales)
Secondary (2) *Helen Anthony (A) (Fortismere), *Tony Hartney (Gladesmore),
Primary Academy (1) *Linda Sarr (St Ann's),
Secondary Academies (2) Simon Garrill (Heartlands), Michael McKenzie (A)(Alexandra Park)

Governors: **Special (1)** * Michael Connah
Children's Centres (1) *Melian Mansfield (Pembury)
Primary (7) Miriam Ridge (Our Lady of Muswell), *Asher Jacobsberg (Welbourne), Louis Fisher (A) (Earlsmead), Laura Butterfield (A) (Coldfall), Andreas Adamides,(Stamford Hill), Jan Smosarski (A) (Bruce Grove), Sandra Carr (A) (St John Vianney)
Secondary (3) *Liz Singleton (Northumberland Park),* Imogen Pennell (Highgate Wood), Keith Embleton (A) (Hornsey)
Primary Academy (1) Liza Sheikh Wali
Secondary Academy (1) *Marianne McCarthy (Heartlands),

Non School Members:- **Non – Executive Councillor** -Cllr Zena Brabazon (A)
Professional Association Representative - Vacancy
Trade Union Representative - *Pat Forward
14-19 Partnership - June Jarrett (A)
Early Years Providers - *Susan Tudor-Hart
Faith Schools - Mark Rowland (A)
Pupil Referral Unit – Gordon McEwan (A)

Observers:- **Cabinet Member for CYPS** (*Cllr Ann Waters)

Also attending: Steve Worth, Finance Manager (Schools)
 Carolyn Banks, Clerk to Forum
 Jon Abbey, Assistant Director, CYPS

* Members present
 A Apologies given

TONY HARTNEY N THE CHAIR

MINUTE NO.	SUBJECT/DECISION	ACTION BY
1	CHAIR'S WELCOME The Chair welcomed everyone to the meeting.	
	APOLOGIES AND SUBSTITUTE MEMBERS	

**MINUTES OF MEETING OF THE SCHOOLS FORUM
TUESDAY 25 MARCH 2014**

2.		
2.1	The Clerk advised that Michael Connah had been appointed as the Special School governor representative and Liza Sheikh Wali as the primary Academy representative to the Forum and they were welcomed to the meeting. Apologies for absence were received from Cllr Brabazon, Laura Butterfield, Gordon McEwan, Jan Smosarski, Cal Shaw, Keith Embledon, Fran Hargrove, Mike McKenzie, Nic Hunt, June Jarrett, Louis Fisher, Martin Doyle, Sandra Carr, Wendy Sagar and Ngozi Anuforo	
2.2	There were no substitute members.	
3	DECLARATION OF INTEREST (Agenda Item 3) There were no declarations.	
4	THE DISTRIBUTION OF FULL TIME NURSERY CLASS PLACE PROVISION IN HARINGEY'S SCHOOLS FOR SEPTEMBER 2014	
4.1	Further to the previous meeting JA outlined the options that the Early Years Working Group had produced for the distribution of full time nursery class places for September 2014.	
4.2	The Working Party had received a tabled paper on behalf of nursery schools which proposed that the changes for September 2014 be maintained but any unallocated full time places be distributed across the three nursery schools and primary schools that are also designated children's centres. It was noted that nursery schools representatives had also made a presentation on the matter to the primary headteachers.	
4.3	On the basis of unused places for 2013/14 Academic year there were 10 places available to be reallocated. The centrally retained contingency of £67,000 for targeted full time places for the most vulnerable children was also reviewed. It was considered that this could be reduced by 50% as during 2013/14 very little use had been made of this funding, giving an additional 14 places to be allocated directly to schools for September 2014.	
4.4	JA stated that the Local Authority was not recommending any preferred option. SW advised the meeting that adjustments to the deprivation funding for the three nursery schools was required as the annual census for nursery schools did not include ethnicity data. The resultant calculations took Pembury into the next quartile and therefore they would receive an extra 2 places under Option 2A.	
4.5	The Forum was reminded that the Early Help framework was currently being developed, to which members of the Forum would be invited to contribute.	
4.6	MM spoke about the importance of utilising the full time places for the Borough's most vulnerable children and advised that Option 3 best suited this need. The Forum were also reminded that the money within the contingency had been for the allocation of exceptional need for full time places. STH advised that the Working Party had felt that there was a need to find a balance between allocation of local places and allocation of	

**MINUTES OF MEETING OF THE SCHOOLS FORUM
TUESDAY 25 MARCH 2014**

	places where the greatest support was needed. DF also felt that the places should be allocated to nursery schools and children's centres as they were best equipped to provide the necessary support.	
4.7	<p>The Forum noted that no school would lose out under Option 3</p> <p>RESOLVED:-</p> <p>That Option 3 be agreed as the new profile of full time nursery provision across Haringey's nursery school classes and nursery provision for September 2014.</p> <p>Note There were two abstentions</p>	
5.	REVENUE FUNDING FOR UNIVERSAL INFANT FREE SCHOOL MEALS	
5.1	The Forum was reminded of the forthcoming legislation to provide a free school lunch to all pupils in reception, year 1 and year 2 from September 2014. The revenue funding was to be based on a rate of £2.30 for each meal taken by pupils who would become newly eligible for a FSM as a result of the Universal Infant Free School Meal (UIFSM) policy.	
5.2	SW outlined how the new indicator on the Schools Census would operate and the timescales for notification and payment to schools and the Local Authority. It was noted that the payment, which was to be based on an assumption that 87% of newly eligible pupils would take meals, would be for the first two terms of the academic year only. The third term payment would be based on actual numbers as recorded in the autumn and spring census and would include any adjustment necessary for the first two terms. SW confirmed that he would attend a primary Headteachers meeting to provide more information on the matter and in particular on the possibility of DfE clawback.	SW
5.6	The DfE would also provide additional transitional funding for one year only to small schools (schools with a total roll of fewer than 150 pupils according to the January 2014 Schools Census). Funding would be provided as a lump sum in June 2014. This could be spent as schools choose in support of their implementation of the policy, including improving kitchen or dining equipment, and would not be adjusted later to take account of take-up. In Haringey, no maintained mainstream school would be eligible, but it was expected that special schools with primary age pupils, free Schools and The Tuition Centre might be eligible for funding of between £3,000 and £3,500 each. However, this was subject to confirmation by the DfE.	
5.7	The Forum noted that Headteachers had expressed concern over the impact of UIFSM on Pupil Premium funding. However the introduction of UIFSM in September 2014 would have no impact on the 2014-15 Pupil Premium as this would be based on the January 2014 Census. The DfE had stated that for the financial year 2015 to 2016, the same criteria currently used to assess FSM eligibility (i.e. receipt of qualifying benefits) would continue to be used to assess whether a pupil qualifies for the pupil premium.	

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5.8	SW advised that an indicative calculation based on the unadjusted January 2014 census had been provided.	
5.9	WW expressed concern over the lack of incentive for details to be completed regarding reception kids and the implications this would have on funding .It was also felt that the toolkit published by the DfE did not address this matter.	
5.10	RESOLVED: That the report be noted.	
6.	CONSULTATION ON SCHOOL FUNDING IN 2015/16 (Agenda Item 7)	
6.1	The Forum was informed that the DfE had released its consultation document 'Fairer Schools Funding in 2015-16' on 13 March 2014. The proposals were however limited. It did however make it clear that the proposals did not represent the implementation of a national funding formula and that was now not likely to be introduced until after the General Election. The details of the formula and factors used for the minimum funding level which included a proposed hybrid area cost adjustment were noted.	
6.2	The Forum agreed to be consulted by email, noting that the only area of possible representations being around the methodology of the hybrid area cost adjustment. SW confirmed that the response would be both from the Council and the Forum. It was also agreed that there should be a re-examination of the information used in the representations made in respect of the successful area cost adjustments secured, albeit Haringey had not secured the same amount as other Borough's.	
6.3	RESOLVED:- That a response by the Council in consultation with the Forum be made via email correspondence with Forum members.	
7.	ANY OTHER URGENT BUSINESS	
	There were no urgent items.	
8.	DATE OF FUTURE MEETINGS 14 May 2014 3 July 2014	

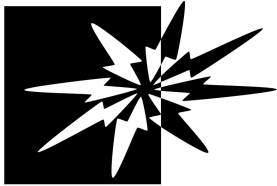
The meeting closed at 5.50pm

TONY HARTNEY

Chair

Agenda Item

6



Haringey Council

Report Status

For information/note	<input checked="" type="checkbox"/>
For consultation & views	<input type="checkbox"/>
For decision	<input type="checkbox"/>

The Children and Young People's Service

Report to Haringey Schools Forum – 3 July 2014

Report Title: Schools 2013/14 internal audit programme – outcome of work.

Author: Head of Audit and Risk Management

Purpose: To advise the Schools Forum of the outcomes of the 2013/14 audit programme of primary and secondary schools.

Recommendations

- I. That the Schools Forum notes the results of the 2013/14 audit programme.

1. Background and results of audit programme.

1.1 Internal Audit undertakes an annual programme of school audit reviews to ensure that schools are complying with the requirements of the Schools Finance Manual; and to provide assurance that the risks associated with the key financial and non-financial processes are appropriately managed.

1.2 Internal audit are not required to audit the SFVS, or provide an assessment of schools' compliance with this. However, the programme of routine audit work should assist schools in providing the required assurance to Governing Bodies for SFVS.

1.3 This report:

- Summarises the overall outcomes and assurance levels provided to individual schools from 2010/11 to 2013/14;
- Provides a further analysis of the assessment of controls in place at schools for those audits completed in 2013/14; and the numbers of related recommendations made; and
- Highlights some of the areas of non-compliance where recommendations were made.

1.4 Table 1 below summarises the overall outcomes and assurance ratings for the previous four financial years of all internal audits completed.

Table 1

	Number of audits planned	Substantial Rating assurance	Limited Assurance rating	Nil Assurance rating
2010/11				
Primary Schools (incl. nursery/special)	10	4	6	0
Secondary Schools	4	3	1	0
Sub-total	14	7	7	0
2011/12				
Primary Schools (incl. nursery/special)	17	7	9	1
Secondary Schools	2	1	1	0
Sub-total	19	8	10	1
2012/13				
Primary Schools (incl. nursery/special)	19	5	13	1
Secondary Schools	1	0	1	0
Sub-total	20	5	14	1
2013/14				
Primary Schools (incl. nursery/special)	15	8	6	1
Secondary Schools	3	1	2	0
Sub-total	18	9	8	1
Total	71	29	39	3

1.5A report was made to the Schools Forum on 23 May 2013 by the Head of Audit and Risk Management. The Schools Forum endorsed the recommendations to:

- Circulate the audit test programme to all schools for their use to assist in improving governance and controls. This was done via the fortnightly Schools Bulletin on 13 June 2013 and issued subsequently to any individual school on request; and
- Provide a number of pre-audit workshops for school staff. The workshops were delivered by Internal Audit in September 2013 and January 2014 and positive feedback was received on the workshops from those schools attending.

1.6 The additional support to schools provided during 2013/14 has started to address the poor performance of schools in relation to the application of controls over their key financial and non-financial systems.

1.7 The results of the 2013/14 schools programme have shown a reduction in the number and proportion of schools receiving a 'limited assurance' rating, although 50% of schools audited still received a limited or nil rating.

1.8 For the 18 school audits for 2013/14, **a total of 237 recommendations** were raised. Table 2 below summarises the recommendations made and groups them into the areas which are contained within the individual audit reports issued to schools.

Table 2

Area of Scope	Adequacy of Controls	Effectiveness of Controls	Recommendations Raised		
			Priority 1	Priority 2	Priority 3
Management organisation	Amber	Amber	19	47	5
School improvement plan & OFSTED inspections	Green	Green	1	3	1
Budget setting, monitoring & control	Green	Amber	4	14	1
Staffing	Green	Amber	3	14	6
Disbursement accounting records	Amber	Amber	23	24	4
Asset Management & Inventory Records	Amber	Amber	3	29	3
School unofficial fund	Green	Green	2	3	0
Income & Lettings	Green	Amber	4	7	2
School meals	Green	Amber	3	7	5
Total			62	148	27

1.9 The areas reported as 'Green' under 'Adequacy of Controls' indicate that, overall, schools have identified appropriate controls which, if put into practice, would be adequate to manage the risks for that area. From Table 2 above, it can be seen that there are three areas – management organisation, disbursement accounting records and inventory records – where overall there weren't adequate controls in place. In 2012/13, only two areas overall were adjudged to have inadequate controls.

1.10 The column headed 'Effectiveness of Controls' is an assessment of whether the controls which should be in place are working as intended. Table 2 highlights that, overall, there are only two areas where identified controls are operating as intended. This is a slightly improved position from 2012/13, where no areas were judged to be operating their controls effectively, but remains a serious concern from internal audit and corporate finance's point of view.

1.11 Three areas overall have been adjudged as not having any effective controls in place: management organisation, disbursement accounting records and asset management and inventory records. As these represent areas where there is substantial financial expenditure, internal audit and corporate finance remain concerned at the high number of recommendations made.

1.12 Most common areas of non-compliance with the Schools Finance Manual in 2013/14 were as follows:

Items out of date:

- Scheme of Delegation; Bank Mandate; Inventory; Audit of Unofficial Funds

Non-compliance with financial regulations:

- No quotations or tenders obtained for high value expenditure; using income to fund petty cash and other expenditure; lack of authorisation of invoices for payment; expenses paid without supporting receipts; invoices authorised for payment by staff who were not budget holders; no official orders for expenditure

Items missing or non-existent:

- Formal governance arrangements; School Improvement Plan; Scheme of Delegation; Register of Business Interests; budget monitoring reports to committee/ governing body; Terms of Reference for committees; evidence of DBS Clearance; contracts/licenses for services received and/or provided

Non-ratification/minuting:

- Budget/Revised Budget; Internal Scheme of Delegation; School Development Plan; Use of Pupil Premium; high value virements

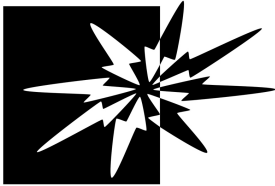
Non-signature:

- Monthly Bank Reconciliation; Weekly Meals Reconciliation

1.13 The Council's Corporate Committee receive details of the outcome of school audits in summary form – the name of the school, the assurance rating and the number of Priority 1, 2 and 3 recommendations made – on a quarterly basis. The last report was presented to Corporate Committee in June 2013.

2. Recommendations.

2.1 That the Schools Forum notes the results of the 2013/14 audit programme.



Haringey Council

The Children and Young People's Service

Report to Haringey Schools Forum – 3rd July 2014

**Agenda Item
7**

Report Status

For information/note
 For consultation & views
 For decision

Report Title: Schools Budget Outturn 2013-14 and Update on the Schools Budget for 2014-15.

Author:

Steve Worth, Finance Manager (Schools and Learning)
 Telephone: 020 8489 3708 Email: Stephen.worth@haringey.gov.uk

Purpose

- (i) To advise the Schools Forum of the latest Dedicated Schools Grant allocation for 2014-15.
- (ii) To advise the Schools Forum of the Schools Budget carry forward from the 2013-14 financial year and the balances carried forward by individual schools.
- (iii) To request the appointment of a panel of the Forum to allocate the contingency for schools in financial difficulty.

Recommendations

- (a) That members endorse the 2014-15 adjustment for Simmons House and the High Needs Top-up(1.3 to 1.5).
- (b) That members endorse the use of the carry forwards from 2013-14 set out in Section 2.
- (c) The position on Schools' Balances at March 2014 is noted.
- (d) That a panel of members is appointed to agree allocations from the contingency.

1. Dedicated Schools Grant (DSG).

2013-14

- 1.1. The final value of the Dedicated Schools Grant for 2013-14 was announced in May 2014. It was £0.202m higher than reported to Schools Forum in October 2013 due to a year on year increase in the number of early years pupils.

2014-15

- 1.2. The Dedicated Schools Grant for 2014-15 is adjusted for changes in high needs and early years data during the course of the year. The DSG reported to Forum on 16 January 2014 has been adjusted for high needs changes and we are awaiting notification of changes in respect of the January early years census. The final DSG will not be confirmed until April/May 2015. Table 1 sets out the changes to date.

Table 1. Changes to DSG since January 2014.

Item	£000
DSG reported to Forum January 2014	228,755
Adjustment for High Needs Block	285
DSG as at 18 June 2014	229,040

Figures are rounded and before academy recoupment.

- 1.3. Since the report to Forum in January a budget issue has arisen in respect of Simmons House Hospital Unit. The Unit is funded through the DSG and since April 2013 the amount included in the Grant has been calculated by a new DfE formula. The formula allocation is £221k but historically the budget for the unit was significantly below this; £103k in 2013-14 although actual spend was £159k. The difference between the DSG allocation and the Unit's spend was retained as part of the High Needs Block top-up budget.
- 1.4. Simmons House faces new requirements imposed on the unit through the Quality Network for Inpatient CAMHS (Child and Adolescent Mental Health Service), with the aim of a teacher ratio of 1:4. This will require additional funding and following negotiations, required by the DfE in setting the Unit's funding, it has been agreed to increase the budget to £180,000 to be met from the increase in the DSG set out in Table 1.
- 1.5. The Council is responsible for determining the use of the High Needs Block but the Forum's endorsement is sought for the proposed increase in the budget for Simmons House and that the balance of the increase is retained for High Needs Top-up funding.

2. Schools Budget Outturn 2013-14 and Balances Carried Forward.

- 2.1. The Schools and Early Years Finance Regulations require that under or overspends in the centrally retained element of the Schools Budget are carried forward.
- 2.2. The accumulated position on centrally retained funding as at 31 March 2014 was a surplus of £3.401m. The individual components are set out in Table 2 and explained in the following paragraphs.

Table 2. Summary of DSG Carry Forwards 2013-14.

Item	£
Contingency for HNB	452,168
Growth Fund	54,000
EYSFF Clawback and Contingency	545,000
Total for 2 YO	2,350,257
Total Carry Forward	3,401,425

Early Years.

- 2.3. Schools Forum on 2 December 2013 endorsed a recommendation that the hourly rate for two year olds be increased to £6. In 2014-15 and 2015-16 this will be funded from the balance remaining from two year old funding provided in 2013-14 in advance of places being filled. In later years a combination of balances and savings within the EYB will be required. The carry forward from 2013-14 is £2.350m made up of:
- £0.915m Trajectory funding.
 - £1.014m Commissioning funding
 - £0.246m London Childcare Grant
 - £0.175m Balance of Early Years Adjustment.
- 2.4. Separately in the Early Years Block, Forum were informed of the planned roll forward of the £0.545m from the 2013-14 'clawback' in Early Years Single Funding Formula following the fall in early years rolls in 2012-13. The roll forward was partly to fund full-time places prior to the reduction in these numbers. Following the Forum's decision on 25 March on the number of full-time places to retain, a sum of £283,000 will be required for this. It is recommended that the remaining balance of £262,000 is added to the roll forward of two year old funding.

High Needs Block (HNB).

- 2.5. At its meeting on 3 July 2013, the Forum agreed to set aside the balance of £1.091m brought forward from previous years as a contingency for the high needs block and for John Loughborough school.
- 2.6. At its meeting on 16 January 2014 the Forum was informed of the projected overspend of £777k in this block. The Forum agreed to meet this from the 2013-14 contingency and roll the remainder forward as a contingency for 2014-15.
- 2.7. The final outturn for the HNB was an overspend of £0.638m, leaving a contingency of £0.452m to roll forward.

Growth Fund.

- 2.8. At the end of the financial year a balance of £54,000 remained in the Growth Fund. The School and Early Years Finance Regulations require that any balance on this fund is rolled forward and distributed to schools in the following years funding formula. This amount was therefore included in the School Budget Shares for 2014-15.

3. School Balances

- 3.1. Balances for individual schools are set out in the Appendix and summarised in Tables 3, 4 and 5.
- 3.2. Table 3 sets out the change in Schools Balances over the course of 2013-14. Further detail on a school by school basis is shown in the Appendix. Please note that the figures exclude closing schools and academies that transferred during the year.

Table 3 – School Revenue Balance Analysis at March 2014

£000	March 2013	March 2014	Change	Change %
Primary	3,875.6	6,717.4	2,841.8	73.3
Secondary	2,477.3	3,895.1	1,417.8	57.2
Special	192.7	-166.7	(359.4)	(186.5)
Nursery	165.9	57.0	(108.9)	(65.6)
Total	6,711.5	10,502.8	3,791.3	56.5

Figures are rounded and exclude academies and closing schools.

- 3.3. It should be noted that in some cases school balances include funds held on behalf of Network Learning Communities or the Nursery School Training Consortium.
- 3.4. The outturn shows a substantial increase in the level of school net surplus balances in 2013-14. This reflects the significant increase in total

funding for mainstream schools, including academies, in 2013-14 made up of:

	£m
Area Cost Adjustment	5.7
Pupil Premium	3.8
New Delegation	1.6
Increased Pupil Numbers	<u>4.7</u>
Total Funding Increase	15.8

- 3.5. However, this follows on from increases in surplus balances in 2012-13 and 2011-12, as shown in Table 4.

Table 4 Movement in School Revenue Balances March 2011 to March 14.

31 March	Net Surplus Balance	Movement
	£	£
2011	3,487,231	
2012	5,594,413	2,107,182
2013	6,711,571	1,117,158
2014	10,502,890	3,791,319

Academies and closed schools excluded throughout.

- 3.6. Within this overall picture there remain a number of schools in deficit and a number with 'high' balances. Table 5 shows the distribution of schools balances across bandings and Table 6 the movement in the distribution compared with last year.
- 3.7. The increase in the net surplus balance represents funding provided for pupils in schools at that time but not spent on them. This may be the result of a strategic decision by the governing body to defer current expenditure in order to fund longer term benefits for the school. There is also the need to be prudent in setting aside a contingency for unforeseen expenditure or loss of income. Beyond that unused and uncommitted balances are depriving pupils of their due share of funding. Forum members are asked to be mindful of this in feeding back to headteacher and governor forums.

Table 5 – School Balance distribution at March 2014

	Deficit	Surplus
--	---------	---------

	>10	5-9.9 %	0 – 4.9%	0 – 4.9%	5 % - 9.9%	> 10%
Primary	0	0	5	18	17	12
Secondary	0	0	0	4	1	1
Special	1	0	1	1	1	0
Nursery	0	0	1	1	1	0
Total	1	0	11	20	20	13

School balances as percentage of budget share.

Table 6 – School Balance Movement from March 2013

	Deficit			Surplus		
	>10	5-9.9 %	0 – 4.9%	0 – 4.9%	5 % - 9.9%	> 10%
Primary	-1	-3	+1	-1	-1	+5
Secondary	0	0	-1	0	+1	0
Special	+1	-1	+1	0	-1	0
Nursery	0	0	+1	0	0	-1
Total	0	-4	+2	-1	-1	+4

3.8. The movement in balances for special schools is distorted by a large deficit in one school but all show a fall in balances. The changes introduced in April 2013 had a greater impact on special school budgets than on mainstream schools. The former guarantees of place-led funding were replaced by a nationally set £10k per planned place plus a top-up from the home borough linked to previous funding levels. This has been a particular issue for Blanche Nevile with the majority of its pupils from outside Haringey, but has introduced a new volatility into budgeting for all special schools. A review into banding has been undertaken and one on inclusion is planned; the intention is to give greater stability in this area but any increase in funding for special schools will also impact on the top-up budget within the High Needs Block.

3.9. The capital balance represents unspent Devolved Formula Capital and revenue contributions to capital made by schools. There was a small fall in balances compared with March 2013.

3.10. The Forum is asked to note the position on schools' balances at March 2014.

4. Contingency for Schools in Financial Difficulty.

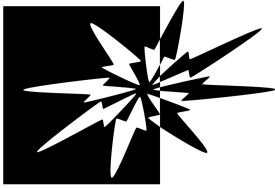
- 4.1. In previous years the Forum has appointed a panel of members to agree the allocation of the contingency. **We ask the Forum to nominate a panel of members to agree allocations from the contingency.**

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2013/14

School	DFES		Revenue Balance		Movement
	Num		31/3/13	31/3/14	
Primary Schools					
Alexandra Primary	2078	E33001	£93,897.16	£114,669.19	£20,772.03
Belmont Infants	2003	E31001	£46,198.84	£56,838.89	£10,640.05
Belmont Junior	2002	E32001	£82,189.57	£125,257.27	£43,067.70
Bounds Green Infants	2005	E31002	£31,000.42	£49,264.41	£18,263.99
Bounds Green Junior	2004	E32002	£89,846.01	£83,298.04	-£6,547.97
Bruce Grove	2083	E33003	-£6,889.25	£31,782.00	£38,671.25
Campsbourne School	2008	E32003	£129,487.21	£288,555.87	£159,068.66
Chestnuts	3511	E33042	£30,574.94	£75,540.00	£44,965.06
Coldfall Primary	2029	E33039	£273,495.00	£285,525.20	£12,030.20
Coleridge Primary	2058	E33005	-£319,266.91	-£126,043.22	£193,223.69
Crowland Primary	2075	E33006	-£131,220.44	-£18,510.59	£112,709.85
Devonshire Hill Primary	2015	E33007	£159,716.81	£279,959.89	£120,243.08
Earlham Primary	2080	E33009	£102,498.21	£193,579.95	£91,081.74
Earlsmead	2020	E33010	£217,354.15	£513,975.71	£296,621.56
Ferry Lane	2065	E33011	£2,781.92	£20,737.42	£17,955.50
Highgate Primary	2022	E33013	£33,774.50	£74,572.78	£40,798.28
Lancasterian Primary	2025	E33041	£258,143.35	£263,015.69	£4,872.34
Lea Valley Primary	2063	E33014	£233,722.91	£295,177.93	£61,455.02
Lordship Lane Primary	2082	E33015	£148,077.90	£300,339.66	£152,261.76
Mulberry	3001	E33040	£225,617.77	£241,387.81	£15,770.04
Muswell Hill Primary School	2085	E33016	£65,669.91	£64,337.50	-£1,332.41
North Harringay Primary	3512	E33043	£62,085.27	£98,234.49	£36,149.22
Our Lady of Muswell	3500	E33019	£78,287.80	£142,790.87	£64,503.07
Rhodes Avenue Primary	2072	E33020	£47,922.47	£50,674.04	£2,751.57
Risley Avenue Primary	2084	E33021	£429,174.10	£503,027.20	£73,853.10
Rokesly Infant	2042	E31007	£78,530.09	£47,724.05	-£30,806.04
Rokesly Junior	2041	E32007	£127,654.77	£263,077.95	£135,423.18
St Aidan's	3000	E33022	£21,776.91	£40,938.52	£19,161.61
St Francis de Sales Infant	3507	E31008	£152,618.04	£164,763.55	£12,145.51
St Francis de Sales Junior	3501	E32008	£107,158.32	£212,597.48	£105,439.16
St Gilda's RC Junior	3509	E32009	-£67,786.20	-£17,347.60	£50,438.60
St Igantius	3502	E33024	£128,051.88	£128,373.08	£321.20
St James CE Primary	3303	E33025	£63,943.64	£65,804.73	£1,861.09
St John Vianney	3510	E33026	£53,318.76	£156,992.29	£103,673.53
St Martin of Porres	3508	E33027	-£53,308.49	£0.00	£53,308.49
St Mary's CE Primary	3306	E31009	-£22,009.40	£54,205.56	£76,214.96
St Mary's RC Infants	3505	E31010	£43,082.91	£72,115.69	£29,032.78
St Mary's RC Junior	3503	E32011	£64,779.22	£91,320.79	£26,541.57
St Michael's N6	3302	E33028	£91,580.47	£42,989.04	-£48,591.43
St Paul's RC Primary	3504	E33030	£54,236.08	£43,027.66	-£11,208.42
St Peter in Chains	3506	E31012	£61,755.33	£69,803.52	£8,048.19
Seven Sisters	2088	E33031	-£70,391.00	£111,373.93	£181,764.93
South Harringay Infants	2046	E31013	£58,157.51	£97,559.16	£39,401.65
South Harringay Junior	2045	E32013	£26,334.12	£68,653.24	£42,319.12
Stamford Hill	2047	E33032	£60,661.39	£28,217.51	-£32,443.88
Stroud Green	2079	E33033	-£81,853.90	-£30,960.00	£50,893.90
Tetherdown	2031	E33034	£70,475.12	£64,003.19	-£6,471.93
Tiverton Primary	2057	E33035	£107,228.90	£265,854.98	£158,626.08
Welbourne Primary	2062	E33036	£260,866.37	£366,564.72	£105,698.35
West Green	2051	E33037	£39,077.74	£35,399.22	-£3,678.52
Weston Park Primary	2076	E33038	£21,807.62	£27,335.92	£5,528.30
The Willow	2077	E33002	£93,763.07	£239,013.69	£145,250.62
Primary Totals			£3,875,648.89	£6,717,389.87	£2,841,740.98

School	DFES Num	Capital Balance 31/3/13	Revenue Balance 31/3/14	Movement	
<u>Secondary Totals</u>					
Fortismere	4032	E34002	£397,635.63	£443,384.70	£45,749.07
Gladesmore Community	4033	E34003	£1,485,557.98	£2,099,742.66	£614,184.68
Highgate Wood School	4030	E34004	£213,854.08	£334,397.42	£120,543.34
Hornsey School for Girls	4029	E34005	£321,311.06	£309,257.72	-£12,053.34
Northumberland Park	4031	E34007	£71,306.76	£268,682.15	£197,375.39
Park View Academy	4037	E34006	-£12,380.10	£439,664.95	£452,045.05
Secondary Totals			£2,477,285.41	£3,895,129.60	£1,417,844.19
<u>Special Schools</u>					
Blanche Nevile	7000	E35001	£16,863.34	-£39,758.88	-£56,622.22
Riverside		E35006	£144,839.00	£34,955.18	-£109,883.82
The Vale	7001	E35004	£248,932.99	£161,269.10	-£87,663.89
The Brook		E35007	-£217,931.05	-£323,139.09	-£105,208.04
Special Totals			£192,704.28	-£166,673.69	-£359,377.97
Pembury	1000	E36001	£37,307.44	£27,769.27	-£9,538.17
Rowland Hill	1001	E36002	£102,744.99	-£7,965.73	-£110,710.72
Woodland Park	1003	E36003	£25,879.90	£37,240.68	£11,360.78
Nursery Totals			£165,932.33	£57,044.22	-£108,888.11
Total			£6,711,570.91	£10,502,890.00	£3,791,319.09
School Capital Balances			£1,334,533.00	£1,215,662.51	-£9,538.17
Total Balances			£8,046,103.91	£11,718,552.51	£3,791,806.72



Haringey Council

The Children and Young People's Service

Report to Haringey Schools Forum – 3rd July 2014

**Agenda Item
8**

Report Status

For information/note
 For consultation & views
 For decision

Report Title: Haringey Council's Scheme for Financing Schools.

Author:

Steve Worth – Finance Manager (Schools and Learning)
 Contact: 0208 489 3708 Email: Stephen.worth@haringey.gov.uk

Purpose:

To consult with members of the proposed changes to the local Scheme for Financing Schools.

To obtain approval for the changes from members representing maintained schools.

Recommendations:

That members representing maintained schools agree the revisions to the Scheme set out in the report.

1. Introduction.

- 1.1. It is a statutory requirement for each local authority to have a Scheme for Financing Schools that sets out the financial relationship between the authority and its maintained schools.
- 1.2. Any revisions to the Scheme must be agreed by the Forum representatives of maintained schools.
- 1.3. The following sections set out the proposed changes in Haringey's Scheme for 2014-15.

2. Responsible Officer.

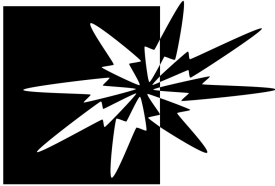
- 2.1. In several sections of the Scheme, including those covering the issuing of a Notice of Concern and the approval of Licensed Deficits, reference is made to the approval of the Director of Children Services. It is proposed that in these sections the Director of Children Services is replaced by the Assistant Director Schools and Learning.

3. Bank Account Signatories.

- 3.1. It is proposed that Section 3.7.2 is deleted; this currently states:

All school bank account mandates must include the Authority's Chief Financial Officer as an authorised signatory to the account. This requirement applies at whichever bank the school holds its account.

- 3.2. The requirement for local authority signatories will also be removed from Haringey's Schools Financial Manual and Schools Financial Regulations.



Haringey Council

The Children and Young People's Service

Report to Haringey Schools Forum – 3 July 2014

Agenda Item

Report Status

For information/note
 For consultation & views
 For decision

Report Title: Membership of the Schools Forum

Authors: Carolyn Banks, Clerk to the Forum

Telephone: 020 8489 5030

Email: Carolyn.banks@haringey.gov.uk

Purpose: To provide the Annual report on Academy Forum membership

Recommendations:

1. That there be no change to the allocation of places for Academy representatives for the Academic year 2014/15.
2. That the Clerk arrange for the appointment of an Academy Primary Headteacher and a primary governor representative to the Forum with effect from September 2014
3. That it be noted that there will be a full membership review in 2015.

1. Report.

- 1.1 The Forum will recall that the allocation of places to the schools representatives must be proportionately represented, having regard to the total number of pupils in attendance in the various settings.
- 1.2 The Forum has previously agreed that the schools membership would be reviewed annually to ensure that Academy representation is accurately provided for in relation to the number of pupils attending Academy settings. With the exception of the PRU there have been no further moves at present to Academy status. As the number of pupils attending the PRU is low it is not necessary to make any changes to the Academy

representation, also given the fact that there is a place on the Forum specifically for a PRU representative.

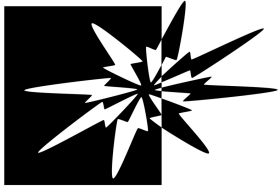
1.3 The current membership of the schools sector is:-

- Special (1)
- Children's Centres (1)
- Primary Maintained (7)
- Secondary Maintained (2)
- Primary Academy (1)
- Secondary Academies (2)

1.4 The planned total review of the membership is due to take place in 2015. This will be the opportunity for a review of the size of membership to ensure that it is operating in an efficient and effective manner.

1.5 As well as the term of office coming to an end, a member ceases to be a member of the Schools Forum if he or she no longer occupies the office by which he or she became eligible for election, selection or appointment to the Schools Forum. Consequently following the appointment of the Primary Academy Headteacher representative as a Headteacher for a maintained school in September 2014 there will be vacancy for the Academy Primary Headteacher.

1.6 A vacancy has also arisen due to the resignation of a primary school governor.



Haringey Council

The Children and Young People's Service

Report to Haringey Schools Forum –3rd July 2014

**Agenda Item
11**

Report Status

For information/note
 For consultation & views
 For decision

Report Title: Schools Forum Work Plan 2014-15.

Author:

Steve Worth – Finance Manager (Schools and Learning)
 Contact: 0208 489 3708 Email: Stephen.worth@haringey.gov.uk

Purpose: To inform the Forum of the proposed work plan for 2014-15 and provide members with an opportunity to add additional items.

Recommendations:

That the proposed work plan for 2014-15 is noted.

1. Schools Forum

- 1.1. It is good practice for Schools Forum to maintain a work plan so that members ensure that key issues are considered in a robust and timely way.
- 1.2. Members of the Forum are asked to consider whether there are any additional issues that should be added to the work plan for the next Academic Year.
- 1.3. This work plan will be included on the agenda for each future meeting so that members are able to review progress and make appropriate updates.

Haringey Schools Forum - Draft Work Plan Academic Year 2014-15

23 October 2014

Schools Funding Formula 2015-16
Update on Early Years

4 December 2014

Dedicated Schools Budget Strategy 2015-16
Indicative Schools Budgets 2014-15
Update on Early Years

15 January 2015

Update on Dedicated Schools Budget Strategy 2015-16
Centrally retained budgets (all blocks) 2015-16
Update on Early Years

25 February 2015

Scheme for Financing Schools
Update on Dedicated Schools Budget Strategy 2015-16
The Schools Internal Audit Programme
Update on Early Years

21 May 2015

Arrangements for the education of pupils with special educational needs.
Arrangements for the use of pupil referral units and the education of children otherwise than at school.
Administrative arrangements for the allocation of central government grants paid to schools via the authority.

8 July 2015

Dedicated Schools Budget Outturn 2014-15
Outcome of Internal Audit Programme 2014-15
Forum Membership
Early Years Update:
Work plan 2015-16

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