

**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.	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.	
2.	APOLOGIES AND SUBSTITUTE MEMBERS	
2.1	Apologies for absence were received from Andreas Adamides and Asher Jacobsberg,	
2.2	Peter Catling was substituting for Julie Vaggers, and Bill Barber for June Jarrett.	
3.	DECLARATION OF INTEREST (Agenda Item 3)	
3.1	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	
4.	MINUTES OF MEETING HELD ON 16 January 2014 (Agenda Item 5)	
4.1	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	
5.	MATTERS ARISING: 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. 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. 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.	
6.	HARINGEY COUNCIL'S SCHEME FOR FINANCING SCHOOLS (Agenda Item 6)	

**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	

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

	<p>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.</p>	
8.9	<p>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.</p>	
8.10	<p>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.</p>	
8.11	<p>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.</p>	
8.12	<p>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>	
	<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. 	
	<p>TRADE UNION FACILITIES AND TIME OFF ARRANGEMENTS</p>	

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

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.	

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

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