



NOTICE OF MEETING

Haringey Schools Forum

THURSDAY 21 OCTOBER 2021 AT 4PM ON ZOOM

No	Item	Presenter	Action from previous meeting	For noting/ Decision
1	Meeting administration			
1.1	Welcome	TH		
1.2	Observers and representatives	TH		
1.3	Election of Chair	NA - Clerk		
1.4	Declarations of interest	Chair		
1.5	Minutes of the meeting on Thursday 24 June <ul style="list-style-type: none"> • Accuracies • Matters arising 	Chair		
2	Membership			
2.1	Forum membership report and terms of reference	NA - Clerk	7.6.1	For noting
2.2	New members	NA - Clerk		
2.3	Vacancies/allocations	NA - Clerk		
3	DSG			
3.1	2022-2023 DSG Funding model strategy	JL/MA/BS		Decision
3.2	2023-2024 NFF DSG consultation response	JL/MA/BS		For noting
4	High Needs Block			
4.1	SEND strategy	MJ/BS		For noting
4.2	HNB recovery plan	MJ/BS		For noting
5	Place Planning			
5.1	Place planning update (verbal update)	ER		
6	Internal audit			
6.1	2020-21 Schools annual audit report	MR/VB		For noting
7	Other reports			
7.1	Report on pupils on ECHP plans	MJ	10.5	
7.2	Workplan 2021-22	MA		
7.3	Report on the restructure and scrutiny panel	ER	5.3.2	
8	Updates from Working Parties			
8.1	DSG working party	WW		
8.2	HNB working party	MD		
8.3	Early years working party	MM		
8.4	AOB			
8.5	Dates of future meetings <ul style="list-style-type: none"> • Thursday 2 December 4pm • Thursday 13 January 4pm • Thursday 24 February 4pm • Thursday 14 July 4pm 			

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**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 24 JUNE 2021 AT 4pm**

School Members		
Headteachers		
Special (1)	Martin Doyle (Riverside)	
Nursery Schools (1)	Peter Catling (Woodlands Park)	
Primary (7)	Mary Gardiner (West Green)	*Michelle Randles
	Stephen McNicholas (St John Vianney)	Paul Murphy (Lancasterian)
	*Emma Murray (Seven Sisters)	Linda Sarr (Risley Avenue)
	Will Wawn (Bounds Green)	
Secondary (2)	Andy Webster (Park View)	Tony Hartney (Gladesmore)
Primary Academy (1)	(A) Simon Knowles (LDBS Academies Trust)	
Secondary Academies (2)	Michael McKenzie (Alexandra Park)	Vacancy
Alternative Provision (1)	Gerry Robinson	
Governors		
Special (1)	Jean Brown (The Vale)	
Nursery School (1)	Melian Mansfield (Pembury)	
Primary (7)	Laura Butterfield (Coldfall)	
	*Hannah D'Aguiar (Chestnuts Primary)	John Keever (Seven Sisters)
	*Jenny Thomas (Lordship Lane)	Julie Davies (Tiverton)
	Dan Salem (Muswell Hill Primary)	Vacancy
Secondary (2)	Laurence Penn (Highgate Wood)	Vacancy
	Sylvia Dobie (Park View)	
Primary Academy (1)	Vacancy	
Secondary Academies (3)	*Noreen Graham (Woodside)	Vacancy
Non-School Members		
Non-Executive Councillor	(A) Cllr Sarah Williams	
Trade Union Representative	*Paul Renny	
Professional Association Representative	*Ed Harlow	
Faith Schools	(A) Geraldine Gallagher	
14-19 Partnership	(A) Kurt Hintz	
Early Years Providers	(A) Susan Tudor-Hart	
Observers		
None		
Cabinet Member for CYPs	Cllr Zena Brabazon	
Also Attending		
LBH Director of Children's Services	Ann Graham	
Chief Executive of Haringey Education Partnership (HEP)	James Page	
LBH Assistant Director, Schools & Learning	(A) Eveleen Riordan	
LBH Assistant Director, Finance	Thomas Skeen	
Head of Finance	Josephine Lyseight	
Interim LBH Head of SEN & Disability	Mary Jarrett	
LBH Head of Strategic Commissioning, Early Help & Culture	*Ngozi Anuforo	
LBH Assistant Director Commissioning	*Charlotte Pomery	
LBH Interim Schools Finance Manager	Brian Smith	
LBH Finance Business Partner (Schools & Learning)	Muhammad Ali	
LBH Service Improvement & Children's Services	*Karen Oellermann	
LBH Principal Accountant DSG	Kristian Bugnosen	
Lead for Governor Services (HEP)/Clerk (Minutes)	Neetha Atukorale	
LBH Asst Director Early Help, Prevention and SEND Division	(A) Jackie Difolco	
LBH Head of Admissions and School Organisation	*Carlo Kodsi	

(A) = Apologies given

* = Asterisk denotes absence

SUMMARY OF AGREED ACTIONS TO BE CARRIED OUT FOR 21 OCTOBER 2021 MEETING

ITEM	ACTION	FOLLOW UP
5.3.1	Report on the outcome of a call for governor nominations to fill vacant places	NA - Clerk
5.3.2	Report on the restructure and the scrutiny panel	ER
7.4.1	Review the allocation of Schools Forum membership places and table an updated for review at the Schools Forum meeting in October	NA - Clerk
7.4.2	Promote the work of Schools Forum and governor vacancies at training sessions, briefings and the weekly update.	NA - Clerk
7.6.1	The Terms of Reference for Schools Forum will include the revised allocations and tabled for approval at the Schools Forum meeting in October.	NA - Clerk
10.5	Demographic report showing pupils on ECHP plans for the next meeting	MJ
10.8	Circulate HNB Working party meeting minutes from 23 April.	NA Clerk

MINUTES OF THE MEETING

ITEM NO.	SUBJECT/DECISION	ACTION ASSIGNED TO
1.	CHAIR'S WELCOME	
1.1	The Chair welcomed all members present to the meeting.	
2.	APOLOGIES, SUBSTITUTE MEMBERS AND OBSERVERS	
2.1	Apologies had been received from Michelle Randles and Jackie Difolco. There were no substitute members or observers present.	
3	DECLARATIONS OF INTEREST	
3.1	None were made	
4	MINUTES OF THE MEETING ON 25 FEBRUARY 2021	
4.1	The minutes were agreed as a true record of the meeting.	
5	MATTERS ARISING	
5.1	One member requested an update on the actions listed in the minutes. It was confirmed that the matters arising below have been covered in the DSG 2020-21 Provisional Outturn and Finance Update to be presented at item 8 further down the agenda. 4.2 Produce report on the underspend for the growth fund for 2020-21 to be tabled at the meeting on Thursday 24 June. 7.5 Review and report on the transfer from the HNB to Early Help 8.2 Report on schools with a licensed deficit 8.15 Report on HNB funding 9.10 Update on Early Years block funding 10.3 Report on the actual demand for the 2021-22 spend	
5.2	It was confirmed that the items below have been covered in the Schools Forum Membership and Terms of Reference report to be presented at item 7 further down the agenda. 11 Report on annual membership based on census data 13 Produce a one-page protocol on the attendance of observers	
5.3	It was agreed that the following items would be deferred to the next Schools Forum meeting in October.	

5.3.1	Report on the outcome of a call for governor nominations to fill vacant places	NA- Clerk
5.3.2	Produce a report on the Scrutiny Panel Restructure: ACTION ER	ER
6	ORDER OF AGENDA	
6.1	The order of agenda was agreed.	
7	SCHOOLS FORUM MEMBERSHIP AND TERMS OF REFERENCE	
7.1	<p>Schools Forum Membership</p> <p>The Clerk presented the report on Schools Forum membership. She explained that the allocation of Schools Forum membership for school staff and governor places are based on the number of pupils across sectors as at the January census. The report is presented on an annual basis to the Forum. She reported:</p> <ul style="list-style-type: none"> • The slight decline in pupil numbers hadn't impacted on allocation of places on Schools Forum. • There are currently six vacant governor places on the forum, HEP Governor services will work with the Haringey Governors Association to promote these places. • DfE Schools Forum guidance recommends that membership should not be too large to make decision making unwieldy. 	
7.2	<p>It was proposed that:</p> <ul style="list-style-type: none"> • The allocation of school places remains the same • The number of governor places is reviewed if the vacant places are not filled by February 2022 • An Alternative Provision Management Committee place is added to the Forum membership 	
7.3	<p>The Chair invited members to comment. The comments were:</p> <ul style="list-style-type: none"> • That DfE Schools Forum guidance indicates that membership should not be unwieldy and the forums of other London LAs have more streamlined membership structures • That the DfE Schools Forum guidance indicates that changes to allocations as a result of a change in pupil numbers in the January census can be applied in September • The importance of Management Committee representation from the Alternative Provision as a key stakeholder • The number of secondary academy pupils was larger than the number of secondary maintained pupils and the proposed allocations in the report didn't represent this as the secondary maintained school governor places were higher • That the allocations should be reviewed again to ensure that the Special School Staff and Special School Governor places were included • Delete the reference to Nursery Centre Governor and replace with Nursery School Governor • Raise the awareness of the work of Schools Forum with governors and carry out a recruitment campaign to fill the vacant governor place. 	

7.4	The agreed actions were:	Clerk
7.4.1	ACTION: The allocations would be reviewed and the amended report will be tabled for review at the Schools Forum meeting in October.	Clerk
7.4.2	ACTION: Promote the work of Schools Forum and governor vacancies at governor training sessions, briefings and in the HEP weekly update.	Clerk
7.5	DECISION TAKEN: Members present agreed that the Alternative Provision Management Committee place would be added the membership.	
7.6	<p>Terms of Reference</p> <p>The Clerk explained that the Terms of Reference on the Haringey Council website needed to be updated as some of the member places were no longer accurate and an observer protocol needed to be added as agreed at the last meeting. The suggested amendments were:</p> <p>Paragraph 2.2 d DELETE: Representatives of Pupil referral units: known in Haringey as Pupil Support Centre Suggested amendment – REPLACE WITH: <i>Representatives of the Haringey Learning Partnership</i></p> <p>Paragraph 2.7 REMOVE: Children's centre staff, Children's centre governor REMOVE: Pupil Referral Unit – Head of Pupil Support Centre Suggested amendments ADD <i>Haringey Learning Partnership – Executive Headteacher</i> ADD NEW PLACE <i>Haringey Learning Partnership – Management Committee Member</i></p> <p>UPDATE: Academy places 4 Suggested amendment –ADD <i>four additional academy places and the breakdown of places as below:</i></p> <p>1 Academy school members – Primary 3 Academy school members - Secondary 1 Academy governor members – Primary 3 Academy governor members – Secondary</p> <p>Paragraph 4.1.4 Members of the Public ADDITION: Members of the public wishing to attend a forum meeting must email the Clerk at least 24 hours in advance of the meeting date. During meetings members of the public are required to state any declarations of interest at the beginning of the meeting. Members of the public do not have the authority to either speak or vote on Forum matters.</p> <p>Paragraph 8.1.4 ADDITION: Members of the Forum and observers including members of the public are required to declare an interest in and withdraw from the meeting for any relevant matter under consideration in which they have a direct pecuniary</p>	

7.6.1	<p>interest. Each Agenda will remind members, observers and members of the public of their obligation to declare interests on items proposed on it.</p> <p>The agreed action: ACTION: The Terms of Reference will include the revised allocations and tabled for approval at the Schools Forum meeting in October.</p> <p>DECISION TAKEN: Members present approved the changes to the Terms of Reference subject to the amendments to the allocation of Schools Forum places.</p>	NA - Clerk
8	DEDICATED SCHOOLS GRANT (DSG) 2020-21 PROVISIONAL OUTTURN AND FINANCE UPDATE	
8.1	<p>BS presented the report for members to note.</p> <p>The items below were highlighted:</p> <ul style="list-style-type: none"> • There have been significant cost pressures on the DSG from the High Needs Block with a £10.2m deficit carried forward from the last financial year and a £6.8m in year from 2021 which brings the total deficit to £17m. • Section 2 the change in grant funding which is driven by place numbers • The inflationary increases to the DSG. • Section 3 Table B - the increase of schools reserves by £ 3.2 m which as partly due to capital works not going ahead during the pandemic and some schools not incurring additional expenditure. • This loss of income has not been reimbursed by the ESFA. <p>Licensed deficits BS reported that</p> <ul style="list-style-type: none"> • At the beginning 2020/21 there were 12 schools with a licensed deficit which amounted to £1.3m. Due to Covid, several schools faced exceptional financial difficulty particularly with the loss of income • During the year 13 schools applied for licenced deficits totalling £1.9m these applications were approved by the LA • At the end of 2020/21, 17 schools had a licenced deficit, and the total amount outstanding was £2.5m with the amount outstanding doubled at the end of the year <p>Schools in financial difficulty</p> <ul style="list-style-type: none"> • The LA has supported schools with redundancy costs through restructures creating permanent savings • The Schools Finance Team has been strengthened to support schools in financial difficulty <p>Growth fund</p> <ul style="list-style-type: none"> • All the growth fund for 2020/21 was allocated with the exception of £9,800 which will be carried forward for the growth fund for 2021/22 The allocation for 2021/22 was agreed at £1.1m with the £10m • The brought forward from 2020/21 and the total earmarked for growth is £1.11m. • Total earmarked budget for 2021/22 is £992k leaving £118K unallocated 	

8.2	<p>DSG closing position – 31 March 2021</p> <ul style="list-style-type: none"> • There was a deficit of a £17m as at 31 March 2021 as indicated in Table E • The HNB (High Needs Block) was the main pressure to the DSG grant accounting for the largest proportion of with a deficit of £16.8m • The Schools block, Central block and Early Years block had all been allocated out <p>High Needs Block</p> <ul style="list-style-type: none"> • Discussions have taken place with the ESFA, about the hard funding formula, High Needs block spending and the annual increase of 11% spending on EHCP plans since 2014 • 25% of the funding is based on numbers and 50% in terms of historical funding, with High Needs block funding never be fully funded in terms of pupil numbers <p>Early Years Block</p> <ul style="list-style-type: none"> • There has been a notional budget that was set by the ESFA which has been notionally underspent for various reasons including Covid • The ESFA will not confirm the funding until November • If the underspend is retained then it will be distributed within the rules, however there is a possibility that the ESFA will claw back the underspend as it has done in previous years. <p>DSG Management Plan</p> <ul style="list-style-type: none"> • The Finance Team will be reporting to the ESFA in August including current, future spending and pressures including the £1.3m transfer from the High Needs Block to Early Help • The report will be a live document produced in consultation with schools and private sector partners <p>The Chair invited questions from members. The comments and questions below were raised:</p> <ul style="list-style-type: none"> • One member raised concerns about Early Years funding • A member clarified that Early Years funding is based on the number of pupils, so the DfE finalise the funding in November. In the case of the 2020/21 allocation there were less pupils, than the funding allocated which may result in the funding being clawed back in November 2021 • One member commented that if the High Needs block had not contributed to Early Help it would be the only High Needs Block in credit • One member asked the if the £2.5m licensed deficit also includes cash loans • MA confirmed that it does include short term and long-term cash loans • One member questioned, if the London Council response was happening and if a joint response is taking place with other LAs in addition to an individual response as this approach had proved successful previously <p>BS confirmed that the Society of London Treasurers, London Council and SWEGIT had also been active on this as it is a national issue. However, he did highlight the current £17m deficit is considerable. He explained that the ESFA has been working with 5-6 LAs and reported back in March by taking care of their licensed</p>	
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	<p>deficit with regards to the HNB with the condition that the LA sets a balanced budget is set going forward. He indicated that this can work if LAs have reached the peak of their EHCPs this is achievable, however in the case of Haringey the peak has not been reached and is underfunded.</p> <p>JL added that the ESFA has made it clear that they do not have the funds to apply this and can only work with 5-6 LAs at any given time. Haringey is 19th on the list, so it is unlikely to receive the support under this mechanism. Going forward it will be important to be clear about the demands and the ESFA will want to know the steps Haringey is taking to bring the in-year position down and manage the deficit.</p> <p>One member, commented that in November/December 2019 the Secretary of State had received several Schools Forum requests to approve variations above the cap for transfer between the Schools block to the HNB and this resulted in additional funding being allocated to the HNB.</p> <p>The Chair re-iterated that the report presented was to be noted.</p>	
9	UPDATE FROM EARLY YEARS WORKING PARTY	
	<p>MM reported that there had been funding issues in the Early Years sector with settings remaining open during the pandemic whilst having a fewer children with families moving away from the borough and parents having changes in work patterns.</p> <p>There have been concerns in the Early Years sector about:</p> <ul style="list-style-type: none"> • The possible Early Years clawback in November mentioned earlier in the agenda could also result in additional pressures. • The lack of information given when funding is received on 15th of the month when funding is either removed or added without explanation • The model for deprivation, with settings with less deprivation getting more funding than settings with high levels of deprivation. <p>MM also reported that there have been national campaigns to address the low level of Early Years funding.</p>	
10	UPDATE FROM HIGH NEEDS WORKING PARTY	
10.1	MD reported that considerable work had taken place to address the HNB deficit. Benchmarking against other LAs have taken place including comparisons around the number of EHCPs as Haringey has issues with post -19 commitments.	
10.2	<p>MJ reported that a condition of the DSG is that LAs with an overall deficit need to present a plan to the DfE to show the management of future spending. An initial meeting had taken place with the DfE and ESF. A recovery plan will need to be submitted by 2 August. There appears to be a correlation between the strategic response to SEN across Haringey and the accumulation of the overspend. There was scrutiny around the strategy for young people on EHCP plans over the age of 18 and children under the age of 5 on EHCP plans than other LAs. Haringey has 2500 EHCP which is higher than the London and National average. The LA is consulting on a SEN strategy and the financial recovery for the HNB needs a more effective SEN strategy.</p>	

10.3	One member commented that provision should be brought back in house to ease pressures on the HNB.	
10.4	One member requested a breakdown by school of the EHCP plans to show the East and West parts of the borough. Other suggestions included the demographic report should include the age profiles and residential areas of the pupils on EHCPs.	
10.5	MJ agreed to produce a demographic report showing pupils on ECHP plans for the next meeting. ACTION MJ	MJ
10.6	One member requested clarification on the timeframe for the recovery plan. BS confirmed that it is a live document subject to amendment that will be submitted to the ESFA by 2 August.	
10.7	One member commented that schools there are considerable budgetary pressures for schools with a high number of children with ECHP plans. He also explained that governors had not been included in the consultation for SEN strategy. He also requested the HNB meeting minutes for 23 rd April.	
10.8	ACTION: Circulate HNB Working party meeting minutes from 23 April. NA Clerk	CLERK
10.9	MJ confirmed that it had been sent to Special School governors and she had also attended the LLG governors. She had also been invited to the Governors briefing but is on leave.	
10.10	The Clerk confirmed that the LLGs had been sent the consultation.	
10.11	Cllr Brabazon confirmed that it was a council priority to ensure that SEND provision meets the needs of children and considerable work had been carried out on the SEND strategy. The falling pupil rolls in Haringey as a result of the pandemic, which may free up physical space for provision within the borough. She confirmed that co-production will be needed to move forward.	
11	PROPOSED MEETING DATES 2021-22	
	The Chair asked members to note the dates.	
13.	ANY OTHER URGENT BUSINESS None	
14.	DATE OF FUTURE MEETINGS <ul style="list-style-type: none"> Thursday 21 October 4pm Thursday 2 December 4pm Thursday 13 January 4pm Thursday 24 February 4pm Thursday 14 July 4pm 	

There being no further business the Meeting closed at 5.15pm

High Needs Block Committee

Draft minutes of the meeting held on 23rd April 2021 at 9.30am via Teams

Schools Forum Members

Martin Doyle: Headteacher Riverside School – Chair
+ Peter Catling: Headteacher Woodlands Park NS&CC
Melian Mansfield: Pembury House Chair of Governors
+ Mike McKenzie: Headteacher Alexandra Park School
Will Wawn: Primary Heads Rep
Gerry Robinson: Alternative Provision
+ Kurt Hintz: CoNEL

Also Invited

Mary Jarrett: Integrated Head of Service
Phil di Leo: Governor The Vale
+ Tony Hartney: Chair, Schools Forum
Kristian Bugnosen: Principal Finance Officer
+ Ngozi Anuforo: Commissioning Manager

Attending

Kate Perry – AHT and SENDCO, Alexandra Park School
Beth George – Project Manager
Sarah Hargreaves: Governance Officer + Denotes absence

1. Welcome, apologies for absence and acceptance

- 1.1 The Chair (Martin Doyle) welcomed everyone present to the meeting. He welcomed Mary Jarrett to her 1st meeting. Kate Perry is attending for Mike McKenzie.
- 1.2 Apologies for absence have been received from Peter Catling, Mike McKenzie and Ngozi Anuforo.

2. Minutes of the meeting of 12th February 2021

- 2.1 The minutes were **agreed** as a correct record of the meeting. They will be signed and returned for safe keeping when this is next possible.

3. Matters arising from the minutes

- 3.1 Pt 4.6.1 Kris has re-circulated his paper and the associated Guidance. He says that Ann Graham understands the issues around the transfer of the money to Early Help and agrees that the funding from the HNB should be reduced. She is keen to avoid a sudden reduction in funding. A re-structuring of the funding position will be looked at. It is likely that it will be 3 years before the subsidy can be reduced to zero.
- 3.2 Pt 4.9 The letter was written to Martin and Phil and presented to School Forum.
- 3.3 Pt 5 The banding descriptors and top-up funding will be looked at later. It was **agreed** that the financial values given should reflect the level of pupil's needs. The current levels of £11,000, £13,000 and £24,000 do not necessarily achieve this. Special schools may not be able to survive if pupils were put on the correct funding level. The research undertaken on 7 or 8 other LA's banding levels showed infinite models.
- 3.3.1 It was clarified that this issue only relates to pupils in special schools and not those with EHCPs in mainstream schools.

- 3.3.2 Mary suggested that it should be up to the school to decide how the money is spent, as is the case in other boroughs. Now that it is clearer what the funding is being spent on Kris and Mary will work on some modelling for the next meeting. **Action KB, MJ**
- 3.3.3 Kris said that it was taken two years to work out exactly what every line in the budget is being spent on.
- 3.3.4 Martin said it would be useful to see how other boroughs allocate the funding.
- 3.4 Pt 5.3 Members said that it would be worth considering how schools which appeared to be hostile to accepting pupils with SEND could be encouraged to be more accommodating and asked what support could be offered to them to both take and keep pupils.
- 3.4.1 It was noted that the “carrot and stick” approach used with secondary schools of a lump sum funding model had brought some benefits.

4. Early Years Forum minutes of 1st February 2021 – for information

- 4.1 Melian explained that the situation has changed since this meeting as there has been new Guidance from the DfE and they are changing the funding regime. They had been proposing to only fund children attending during the pandemic, but have reverted to funding those on Roll. There will now be another Census in the summer term.
- 4.2 *Members asked what the situation was with the Finance Manager post, listed at 4.3 as being recruited to.* Kris said he believed the post had been offered around Christmas time but was not currently filled.

5. Paper in relation to the current HNB position – Mary Jarrett

- 5.1 The paper shows that the Haringey situation is not as dire as in other areas, although it was noted that the borough is creeping up the London table of deficit levels. Kris will circulate further comparison details. **Action KB**
- 5.1.1 It was noted that if the £1m to Early Help was discounted the situation would be more positive. There is a need to know if the expenditure is on services or on teaching staff.
- 5.2 There is a large number of EHCPs for those over the age of 20 compared to other boroughs. It is possible that Haringey is not ceasing Plans early enough. Mary will be looking into the over 20's statutory reviews. It is important that they are getting the best support possible to prepare them for adulthood. It is possible that there is a different demographic profile to that in other boroughs.
- 5.2.1 Some parents see the removal of a Plan as removing support and so some settings leave things as they are for ease of relationships with families. It was **agreed** that case studies of the situation in other boroughs would be useful. **Action MJ**
- 5.2.2 Mary said that Beth George will be working as a Project Manager looking at the above issues.
- 5.2.3 Martin reminded the meeting that special school places in-borough had been increased so that expensive external/residential places did not need to be relied on as much. Some external places can cost £100,000 a year.

6. Terms of Reference (ToR) and Forward Plan

- 6.1 It was **agreed** that Terms of Reference would be useful. The role of the meeting is to provide scrutiny and to consider the overarching issues for special and mainstream schools with SEND pupils. The current main issue is over 16's provision but it is also necessary to know what the overall strategy for this Committee is.
- 6.2 It should be schools led and not another LA meeting. It was suggested that Headteacher and Governor representation should be listed. Members do not necessarily need to be SF members.
- 6.3 It should be task focused and aim to get work completed.
- 6.4 Martin said that the Committee had been focused on finances for so long that it would be beneficial to be able to look at other issues more.

- 6.5 Knowing which age groups have the most EHCPs would be useful.
- 6.6 Mary will ask her previous LA if she can have a copy of their ToR to base a new version on. **Action MJ**
- 6.7 Martin clarified that the group had started off as a Working Party and then had morphed into a Committee. Early Years, in comparison, stayed as a Working Party (it was confirmed that they don't have ToR either).
- 6.8 Martin and Phil agreed to draw up draft ToR and circulate them for comment before the next meeting. **Action MD, PdiL**
- 7. AOB**
- 7.1 Kris said he would circulate information on the cost drivers and reporting functions as it is information which is already shared with the LA. It was **agreed** that it is important to understand the financial implications of any strategy introduced. **Action KB**
- 7.2 A Deficit Recovery Plan needs to be with the DfE by June/July. This is a LA responsibility, and does not just sit with the HNB. Mary and Kris will work on this and speak to the ESFA. The rationale for moving money between schools blocks needs to be looked at. **Action MJ, KB**
- 7.3 Mary asked what the relationship between this group and the SEND Executive Group was and whether their minutes should also come here for information. Mary and Martin to discuss. **Action MJ, MD**
- 7.3.1 Ofsted will be visiting shortly and so a position paper will be needed on the overall SEND function within the borough. This includes how it is communicated to families and the wider community.
- 10.37am Kate Perry and Gerry Robinson left the meeting.**

- 7.4 The next meeting will be held on **May 28th 2021 at 9.30am. Teams** invite to follow.
- 7.4.1 The main agenda items will be:
SEND Strategy
Recovery Strategy
Terms of Reference
Any other proposed agenda items to be sent to Mary by **21st May**.
- 7.4.2 The EYF minutes will remain as a standing item.

There being no further business the Chair thanked everyone for their attendance and closed the meeting at **11am**.

Signed

Date

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Agenda Item

Report Status

For information/note ☒
 For consultation & views ☐
 For decision ☒

The Children and Young People's Service

Report to Haringey Schools Forum –21 October 2021

Report Title: Schools Forum Membership and Terms of Reference

Authors: Neetha Atukorale, Clerk to the Forum

Telephone: 020 3967 5093

Email: Neetha.Atukorale@haringeyeducationpartnership.co.uk

Purpose: To review the membership and Terms of Reference of the Forum.

Recommendations:

1. Agree the allocation of Schools Forum places based on the proportion of pupil places in school as at the January 2021 census.
2. To agree the revised Terms of Reference for Schools forum with the updated membership allocation to include an additional Secondary Academy place.

Report

1. Membership

- 1.1 At the last Schools Forum meeting it was agreed that the allocation of Schools Forum places would be reviewed to look at the proportional allocation of secondary academy places.
- 1.4 The attached Appendix A sets out the number and proportion of pupils in attendance across the school settings and phases. This indicates that in accordance with the January 2021 census data a total of **38,547** were on roll in Haringey Schools. In view of the increase of secondary Academy pupil places since. This report proposes that the number of Secondary Academy Headteacher places increases to 3 and the number of Secondary Academy Governor places increases to 3. Table A below gives a breakdown of the application of pupil places, including the proposed increase to Secondary Academy member places.

Table A

Membership category	No of pupils	Places on Schools Forum
School Members		
Special Maintained	432	Percentage allocation 1% 1 x Headteacher place 1 x Governor place
Special Academy	92	
Nursery	425	Percentage allocation 1% 1 x Headteacher place 1 x Governor place
Primary Maintained	18,448	Percentage allocation 47% 7 x Headteacher places 7 x Governor places
Primary Academy <i>(Harris Tottenham all though Primary places – 201)</i>	3463	Percentage allocation 9% 1 x Headteacher place 1 x Governor place
Secondary Maintained	6576	Percentage allocation 17% 2 x Headteacher places 2 x Governor places
Secondary Academy <i>(Harris Tottenham all through Secondary places 1001)</i>	8985	Percentage allocation 23% 3 x Headteacher places 3 x Governor places
Alternative provision	126	Percentage allocation 1% 1 x Executive Headteacher place 1 x Management Committee place
Total school places	38,547	32

Non School Members		
Non-Executive Councillor	N/A	1 x Place
Trade Union Representative	N/A	1 x Place
Professional Association Representative	N/A	1 x Place
Faith Schools	N/A	1 x Place
14-19 Partnership	N/A	1 x Place
Early Years Providers	N/A	1 x Place
Total Non-School member places		6
School members and non-school members combined total		38

2 Terms of reference – proposed amendments

- 2.1 It is proposed that the Terms of Reference for Schools Forum attached at Appendix B are updated to reflect total number of Schools Forum members of 38.
- 2.2 It is recommended that Forum membership is reviewed annually with the next review to take place in July 2021.

3. Future of the Forum

- 3.1 The operational guide from the ESFA issued in December 2018 confirmed that local authorities will continue to determine local formulas in 2020 to 2021. Therefore, there remains a continuing role for schools' forums. However, when the 'hard formula' does come in the Forum's role will change substantially. The DfE has indicated that in advance of introducing the 'hard formula', they will carry out a review from first principles of the role, functions and membership of schools' forums.

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Phase	SchoolName	Academies	Local authority maintained schools
All Through Primary	Harris Academy Tottenham	201	
All Through Secondary	Harris Academy Tottenham	1001	
All Through Total		1202	
Nursery School	Pembury House Nursery School and Children's Centre		144
	Rowland Hill Nursery School		140
	Woodlands Park Nursery School & Children's Centre		141
Nursery Total			425
PRU	Haringey Tuition Service		126
PRU Total			126
Primary	Alexandra Primary School		388
	Belmont Infant School		216
	Belmont Junior School		222
	Bounds Green Infant School		322
	Bounds Green Junior School		297
	Brook House Primary School	384	
	Bruce Grove Primary School		355
	Campsbourne Infant School		205
	Campsbourne Junior School		217
	Chestnuts Primary School		441
	Coldfall Primary		666
	Coleridge Primary		876
	Crowland Primary School		400
	Earlham Primary School		286
	Earlsmead Primary School		438
	Eden Primary	193	
	Ferry Lane Primary School		149
	Harris Primary Academy Coleraine Park	446	
	Harris Primary Academy Philip Lane	436	
	Highgate Primary School		464
	Holy Trinity CE Primary School	186	
	Lancasterian Primary School		404
	Lea Valley Primary School		419
	Lordship Lane Primary School		583
	Muswell Hill Primary School		420
	Noel Park Primary School	563	
	North Harringay Primary School		442
	Our Lady of Muswell Catholic Primary School		402
	Rhodes Avenue Primary		701
	Risley Avenue Primary School		557
	Rokesly Infant School		295
	Rokesly Junior		329
	Seven Sisters Primary		307
	South Harringay Junior School		200

	South Harringay Infant School & Nursery		198
	St Aidan's VC Primary School		226
	St Ann's CE Primary School	185	
	St Francis de Sales Catholic Infant & Junior School		602
	St Gildas' Catholic Junior School		173
	St Ignatius RC Primary School		369
	St James C of E Primary		244
	St John Vianney Catholic Primary		226
	St Martin of Porres RC Primary School		182
	St Mary's CE Primary School		526
	St Marys Priory Catholic Junior School		218
	St Mary's RC Infant School		176
	St Michael's CE Primary School	149	
	St Michael's Primary - N6		443
	St Paul's & All Hallows Infant School	112	
	St Paul's and All Hallows CE Junior School	150	
	St Paul's Catholic Primary School		190
	St Peter In Chains RC Infant School		75
	Stroud Green Primary		357
	Tetherdown Primary		413
	The Devonshire Hill Nursery & Primary School		385
	The Mulberry Primary School		641
	The Willow Primary School		480
	Tiverton Primary School		359
	Trinity Primary Academy	458	
	Welbourne Primary		545
	West Green Primary School		196
	Weston Park Primary School		223
Primary Total		3262	18448
Special	Blanche Nevile		
	Riverside School		
	The Brook Special School		
	The Grove	92	
	Vale School		
Special Total		92	
Secondary	Alexandra Park School	1799	
	Duke's Aldridge Academy	1022	
	Fortismere School		1824
	Gladesmore Community School		1283
	Greig City Academy	1065	
	Heartlands High School	1157	
	Highgate Wood School		1565
	Hornsey Girls School		777
	LAE Tottenham	485	
	Park View		1127
	St Thomas More Catholic School	1279	
	Woodside High School	1177	
Secondary Total		7984	6576

Grand Total		12540	25575
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LA Special schools	Grand Total
	201
	1001
	1202
	144
	140
	141
	425
	126
	126
	388
	216
	222
	322
	297
	384
	355
	205
	217
	441
	666
	876
	400
	286
	438
	193
	149
	446
	436
	464
	186
	404
	419
	583
	420
	563
	442
	402
	701
	557
	295
	329
	307
	200

	198
	226
	185
	602
	173
	369
	244
	226
	182
	526
	218
	176
	149
	443
	112
	150
	190
	75
	357
	413
	385
	641
	480
	359
	458
	545
	196
	223
	21710
60	60
139	139
121	121
	92
112	112
432	524
	1799
	1022
	1824
	1283
	1065
	1157
	1565
	777
	485
	1127
	1279
	1177
	14560

432	38547
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Haringey Schools Forum

Part 1 - Constitutional and Procedural Matters

1. Background

1.1 The role of the School Forum is a statutory consultative body in respect of matters relating to the Dedicated Schools Budget (DSB) of an authority. The Schools Forum advises Haringey Council on proposed changes to the formulae they use for determination of schools' budget shares. The Local Authority consults the Schools Forum on matters concerning the funding of schools and on financial matters relating to the Schools Budget.

2. Membership and proceedings of the Forum

2.1. The Haringey Schools Forum consists of 42 members made up of 28 maintained school members, 8 academy members and 6 non-schools members.

2.2. Schools Members are elected to the Forum by the members of the relevant group or Sub-group. Further clarification is set out in "The Schools Forum (England) Regulations 2012. The groups are:-

- a) Representatives of nursery schools;
- b) Representatives of secondary schools;
- c) Representatives of special schools;
- d) Representatives of the Haringey Learning Partnership

2.3 Academy members must be elected to the schools Forum by the governing bodies of the Academies in the Authority's area. If there is only one Academy the governing body of the Academy must select the person who will represent them on the Forum.

2.4 Non School Members must be appointed to the Forum and include:

- a) One or more persons to represent the local authority 14-19 partnership
- b) One or more persons to represent early years providers

2.5 In addition the Local Authority may appoint additional non – schools members to represent the interests of other bodies

2.6 The Executive Member or relevant officer of the Council may not be a member of the Forum as a non-school member.

2.7 The following persons may speak at meetings of the Forum, even though they are not members of the Forum:-

- a) the director of children's services at the authority or their representative;
- (b) the chief finance officer at the authority or their representative;

(c) any elected member of the authority who has primary responsibility for children's services or education in the authority;

(d) any elected member of the authority who has primary responsibility for the resources of the authority;

(e) any person who is invited by the forum to attend in order to provide financial or technical advice to the forum;

(f) an observer appointed by the Secretary of State; and

(g) any person presenting a paper or other item to the forum that is on the meeting's agenda, but that person's right to speak shall be limited to matters related to the item that the person is presenting.

Membership

There will be full members of the Forum, representing the following:

No of places	Representing	Nominating organisation
School members - maintained		
1	Nursery school staff	Haringey Primary, Early Years and Special Heads Association
1	Nursery school governor	Haringey Governors Association
7	Primary school staff	Haringey Primary, Early Years and Special Heads Association
7	Primary school governor	Haringey Governors Association
2	Secondary school staff	Haringey Secondary Heads Association
2	Secondary school governor	Haringey Governors Association
1	Special school staff	Haringey Primary, Early Years and Special Heads Association
1	Special school governor	Haringey Governors' Association
1	Alternative provision staff	Management Committee
1	Alternative provision Management committee member	Management Committee
24	Sub-total School Members	
Non-school members		
1	Haringey Councillor	Haringey Council Cabinet
1	Children's Service Consultative Committee (Trade Union)	Children's Service Consultative Committee
1	Teachers' Professional Associations	Haringey Teachers' Panel
1	Faith Sector	The Local Authority
1	14-19 Partnership	Haringey 14-19 Partnership Board
1	Early Years Provider	The Local Authority
6	Subtotal non-school members	
Academy members		
1	Academy school members - Primary	Academies in Haringey
3	Academy school members - Secondary	Academies in Haringey
1	Academy governor members - Primary	Association of Haringey Governors
3	Academy governor members - Secondary	Association of Haringey Governors

No of places	Representing	Nominating organisation
8	Subtotal academy school members	
38	Total membership	

Notes:

- School Staff Members must be drawn from schools' senior management teams.
- This Councillor may not be an Executive Member of the Council.
- Early Years Providers are as defined in the School Forum Regulations.
- School Members and Academy Members together must comprise at least 2/3rds of Forum membership

2.8 Notwithstanding any elections to the Forum due to the filling of vacancies, the Forum will be re-elected on a triennial basis. If however, a member of the Forum has been elected to the Forum within the preceding 6 month period, they will remain as a member of the new Forum without the need for formal re-election, unless they are replaced by a decision of the nominating organization. An existing Forum will only be dissolved once the process for re-election has successfully concluded.

2.9 The Clerk will initiate a re-election process by notifying a Forum meeting, no less than 4 months before the Forum's term of office expires, that the re-election process is to take place, and by writing to the nominating organizations subsequently inviting nominations for appointment to the Forum, including a return deadline no later than 3 months from the date of the Forum meeting when the re-election process was notified.

2.10 A successful process will be deemed to have taken place provided that valid nominations are received by the clerk covering at least 4/5 ths of the total membership.

2.11 A newly elected Forum will take office at the start of the meeting following the notification by the Clerk to the nominating organizations that a successful appointment process has taken place. In the event that a successful re-election process has not taken place within 6 months of the notification referred to in 2.3 above, the Clerk will convene an extraordinary meeting of the Forum to consider only the matter of Forum re-election.

2.12 At any meeting convened under paragraph 2.5 above the actions available for decision will be limited to:

- (i) Agreeing an extension to the term of office of the existing Forum to allow a successful re-election to conclude but in any event limited to a period of 2 months without a further extraordinary meeting being held; or
- (ii) Decisions which vary the membership of the Forum, subject to the relevant regulations, which will permit or facilitate the successful conclusion of the Forum re-election.

2.13 Each nominating organization set out in the Table above will be responsible for determining the method by which they elect and/or nominate their representatives, substitutes and for the filling of any vacancies that may arise. The Local Authority can offer guidance to assist with this process.

2.14 Substitute members are acceptable and have the same speaking and voting rights as the member for whom they are substituting. Substitutes can only be made by the nominating organization, and not by the Forum Member, and must qualify for the membership category of the person they are substituting for. Substitute nominations, including standing substitutes, can be

made at any time; however, the Clerk must be notified by the nominating organization of substitutions with at least 3 working days notice before any meeting, in order that attendance and voting rights are given.

2.15 Each nominating organization must notify the Clerk in writing of the method by which they have chosen to elect their representatives and of any subsequent changes to this process. Any differing approaches to fill, for example, a single vacancy, must be separately identified. The authority will consider whether the process notified constitutes a 'fair process' in the spirit of the work of the Forum and will notify any organization if it disagrees with the process proposed setting out those changes that it considers necessary.

2.16 The Clerk will make a report to the Forum where they believe that a nominating organization has failed to follow its election process or submit a process. Only those nominated through fair processes will be considered by the authority for admission as members to the Forum.

2.17 Members of the Forum will cease to become members if they no longer occupy the office which they were nominated to represent. It is the nominating organization's responsibility to ensure that their nominated members remain eligible and to notify the Clerk of any member who ceases to become eligible.

2.18 Within 1 month of the triennial reconstitution of the Forum, the Authority will inform the governing bodies of all schools maintained by them and of any academies in their area of the full membership of the Forum.

2.19 Within 1 month of the appointment of any Non-schools Member the Authority will inform the governing bodies of all schools maintained by them and of any Academies within their area, of the name of the member and the name of the body that member represents.

2.20 Members of the Forum are responsible for notifying their apologies and reasons for absence to the Clerk, under normal circumstances, no later than 3 working days before any Forum meeting. Members of the Forum who do not attend, or whose apologies have not been accepted by the Forum, on three consecutive occasions will cease to hold office within the Forum. The relevant nominating organization will be asked to hold elections/nominate a member to fill the resulting vacancy/ vacancies in accordance with their method of nomination.

3 Election of a Chair/ Vice Chair

3.1.1 The Clerk will invite nominations for the election of a Chair/ Vice Chair of the School Forum. The Chair and Vice Chair must be a voting member. Elected members or officers of the authority cannot be elected as the Chair/ Vice Chair. All nominations must be proposed and seconded by a voting member of the Forum.

3.1.2 The Forum will agree the term of office for the Chair/ Vice Chair and the number of Vice Chairs that it wishes to appoint.

3.1.3 Elections for the Chair/ Vice Chair will be carried out by way of either a show of hands, or in the event of two or more nominations a secret vote. All voting members will have a vote, including those nominated for either position(s). All those nominated will be given the opportunity to speak briefly in support of their nomination.

3.1.4 The Chair/ Vice Chair will be elected at a quorate meeting of the Forum. Where a substantive Chair has not been elected the Forum will elect, from its qualifying membership, a Chair to preside over that meeting of the Forum. A Chair elected for a single meeting will hold the role of Chair until

the start of the next meeting. A Chair elected for a single meeting may be appointed through a seconded proposal followed by a majority show of hands in favour of the proposed candidate.

3.1.5 All members of the Forum have a single vote in electing the Chair/ Vice Chair. The Chair/ Vice Chair will be elected on a simple majority. In the event of a tie between two members in the election of the Chair, the Clerk will determine the outcome by the toss of a coin. In the event of more than two nominations for Chair/ Vice Chair achieving equal numbers of votes the Clerk will draw the successful candidates name from a 'hat' containing the names of all tied candidates.

4 Rights and Roles of School Forum Attendees

School Members, Non School Members and Academy Members

4.1.1 All substantive members of the Forum - School Members, Non School Members and Academy Members, have full speaking rights. It is the responsibility of individual members to arrange through their nominating organization, for substitute members to attend in their place if they are unable to attend a meeting of the Schools Forum. Substitute members have the same rights as substantive members.

Official Observers

4.1.2 Certain members of the Forum are formally classified as observers and these are defined in the table above. Observers have the right to speak but have no voting rights. The Cabinet Member for Children and Young People has observer status providing a link between the Forum and the decision-making executive of the Council.

Officers

4.1.3 Officers will generally attend the Forum to present reports and give advice to Forum members. All relevant Officers and elected Members of Haringey Council may attend and speak at meetings of the Forum but have no voting rights. In the context of Forum business, the term 'Officers' applies to the Director of Children's Services, and the Director of Corporate Resources or any officer employed or engaged to work under the management of those Directors other than one who directly provides education to children or who manages such a person or who is a school improvement partner.

Members of the Public

4.1.4 Meetings of the Forum are open to the public, although provision is made for certain matters to be held in private discussion. Members of the public wishing to attend a forum meeting must email the Clerk at least 24 hours in advance of the meeting date. During meetings members of the public are required to state any declarations of interest at the beginning of the meeting. Members of the public do not have the rights to either speak or vote on Forum matters.

5 Quorum

5.1.1 Any meeting of the Forum will be deemed quorate provided that two fifths of the total membership (excluding vacancies) of the Forum are present at a properly constituted meeting.

6 Administration and Support to the Forum

The Clerk

6.1.1 The Local Authority will appoint a Clerk to assist with the efficient operation of the Forum. The Clerk will work to an agreed Job Description which will include, amongst other things, reference to their responsibility in respect of the following matters:

- Administration of the process for electing members to the Forum, using their best endeavours to ensure that vacancies are minimized.
- Recording and maintaining records of the election processes of nominating organizations.
- Attendance at each meeting of the Forum.
- Maintaining membership lists and records of attendance.
- Receiving and reporting apologies.
- Manage the process for Electing a Chair/ Vice Chair.
- Advice on relevant procedural matters governing the operation of Forum and its business.
- The production and agreement of agenda, minutes and reports of a procedural nature.
- Making available on publicly accessible website(s) the membership, agenda, and minutes of the Forum.
- Make arrangements for the training and induction of Forum members

Local Authority Officers

6.1.2 The Director of Children's Services (The Director) will make available officers to produce and present written reports and provide advice to the Forum on all matters which fall within the scope of the Forum's powers and responsibilities and/ or any other relevant matters that the Forum may request from time to time.

6.1.3 Officers may also provide purely administrative support to assist the Clerk in the discharge of their duties where it is efficient to do so.

6.1.4 If the Director considers that a request for information from the Forum falls outside the remit of the Forum or is unreasonable, they will notify the Clerk and the Chair of the Forum of their decision and the reasons for reaching it.

7 Conduct of Forum Business

General

7.1.1 The Forum will meet in public at least four times a year.

Forum Papers

7.1.2 The Forum may only consider items that have been properly notified. All members will be sent a Notice of Meeting giving at least seven days notice of a meeting. An agenda and associated reports will also be provided in advance of the meeting.

7.1.3 Such papers will be deemed to have been properly notified provided that they have been sent to either the email address notified by a member of the Forum or a relevant communication address. Good practice suggests that seven days notice of Forum papers will be given although the Forum may be asked to consider any matter where no less than three days notice has been given.

7.1.4 Dates and locations of forthcoming meetings shall be publicly available through the London Borough of Haringey's website.

7.1.5 Minutes of meetings will be placed on the London Borough of Haringey's website, and all schools and associated groups shall be notified when new minutes are available.

Declaration of Interests

8.1.4 Members of the Forum and observers including members of the public are required to declare an interest in and withdraw from the meeting for any relevant matter under consideration in which they have a direct pecuniary interest. Each Agenda will remind members, observers and members of the public of their obligation to declare interests on items proposed on it.

8.1.5 Matters are only deemed to be relevant where a decision would result in a member of the Forum or a member of their immediate family, benefiting other than indirectly through the role in which they are nominated to the Forum.

8.1.6 Such matters would therefore apply to consideration of contracts where a member or their immediate family had interests in any of the contractors being considered.

8.1.7 There is not deemed to be a declarable interest where the Forum considers the allocation of resources between institutions in which members are employed, even if their institute is the only one to benefit, although any member may voluntarily declare their interest in an item.

8.1.8 If a member has any doubt about whether an interest needs to be declared they should, as soon as any potential conflict becomes apparent, seek advice from the Clerk.

Private Matters

9.1.9 The agenda may include provision for items to be held in private. The Director of Children's Services will decide, in consultation with the Chair, which items are to be held in private. Matters considered in private should be restricted to those of a sensitive nature relating to individuals or where commercially sensitive information is being or likely to be heard.

9.1.10 When considering items in private, all individuals who are not Forum members or elected members or relevant officers of the authority will be excluded. The minutes of privately held matters will be restricted to those having rights of attendance regardless of whether they were actually in attendance.

Protocols for Debate during Meetings

10.1.11 All members of the Forum who wish to speak on any matter will do so through the Chair. The Chair will be responsible for the orderly conduct of meetings and ensuring the correct balance between the airing of views and discussion on items is made against the need to consider and make resolutions in a timely way.

Urgent Items

10.1.12 Each Agenda will allow for Any Other Urgent business to be raised and considered although it is at the discretion of the Chair whether the Forum can be asked to make a decision on any such item if less than 3 days notice has been given of the relevant facts to all Forum members.

10.1.13 Only the Chair may determine how to consider any urgent and important matter where no meeting of the Forum is scheduled to take place prior to the deadline for decision. Under such circumstances the Chair is empowered either to convene a special meeting of the Forum to consider the matter or agree that the Forum can be consulted by post or email.

10.1.14 The Chair cannot take a decision on behalf of the Forum, no matter how urgent the matter in question. However, the Chair will be asked to express an opinion on a matter on which Forum members are to be consulted in the absence of a meeting and this view will be included in the

relevant paperwork circulated to Forum members and seeking their agreement or views on a course of action. The Chair will determine whether and if so at what level a minimum level of response from members is necessary to have reached a decision or recommendation.

Voting

10.1.15 All members having voting rights are entitled to a single vote with decisions being carried upon a simple majority. The Forum will be informed of the outcome of any matter upon which their views, or a decision, has been sought.

10.1.16 Non School Members other than those who represent Early Years providers must not vote on matters relating to the funding formulae to be used to determine the amounts to be allocated to schools in accordance with the regulations.

10.1.17 Voting on items which are the subject to de-regulation, which are specified in the financial regulations is restricted to the relevant maintained school members of the Forum.

10.1.18 In the case of an equal number of votes for and against a proposal the Chair has a second additional or casting vote.

Decisions

10.1.19 Any decisions taken by the Forum will be made available on publicly available website(s) by the Clerk.

10.1.20 In some cases the Forum will resolve to advise the Council on matters which are for the Council's Executive to decide. In such cases the minutes will record both the advice given to the Authority and the decision taken subsequently by the Council's Executive.

Working Parties

10.1.21 The Forum may agree to constitute working parties to consider in more detail specific issue(s) relevant to the work of the Forum.

10.1.22 Working parties may consist of Forum members, officers of the Council and other people with relevant experience. Each working party should elect from its members a Chair who must not be an officer of the authority. The working party should, from within its membership, maintain formal records of its deliberations in the form of agenda's, minutes, action points etc. as appropriate.

10.1.23 Any working party constituted by the School Forum must provide a brief report to each meeting of the Forum setting out the number of times that the group has met since the last report together with a summary of the stage the work has reached.

Budgets and Expenses

10.1.24 The Forum will be consulted annually on the level of the budget that it believes it is necessary to support its activities. The budget forms part of the Dedicated Schools Budget (DSB) and can, for example, be used both to pay the legitimate expenses of Forum members in accordance with the Council's expenses policy and also to engage external advice, support and assistance to assist in the discharge of its duties. The Authority will accordingly notify the Forum of the budget it has made available.

10.1.25 Any purchases made from the School Forum budget will be undertaken on behalf of the Forum by an officer of the Council and must comply with any relevant Standing Orders, Financial Regulations and Procurement Codes of Practice that are in force.

11 Review of the Constitution.

11.1.1 The Authority will keep under review the content of the Forum's Constitution, Procedural Matters and Terms of Reference taking into account best practice and the latest advice, guidance and any directed revisions made from time to time by the relevant government department.

11.1.2 In addition to bringing forward any proposed changes to the above documents the authority will confirm annually to the Forum that a formal review of the Constitution, Procedural Matters and Terms of Reference has taken place.

Haringey Schools Forum

Part 2 – Terms of Reference

1. Background

1.1. The Forum will discuss and be consulted upon the following matters:-

2. Consultation on School funding formula

2.1. Haringey Council will have regard to the advice of the Forum on proposed changes to the formulae they use for the determination and re-determination of schools' budget shares.

2.2. As set out in the constitution non School Members other than those who represent early Years providers are not permitted to vote on matters relating to the funding formula.

3. Consultation on Contracts

3.1. The authority shall, at least one month prior to the issue of invitations to tender, consult the forum on the terms of any proposed contract for supplies or services being a contract paid or to be paid out of the authority's schools budget where the estimated value of the proposed contract is not less than the threshold which applies to the Authority for that proposed contract pursuant to regulation 8 of the Public Contracts regulations 2006.

4. Consultation on financial issues

4.1. The authority shall consult the forum annually in respect of the relevant authority's functions relating to the schools budget, in connection with the following:

- a) the arrangements to be made for the education of pupils with special educational needs;
- b) arrangements for the use of pupil referral units and the education of children otherwise than at school;
- c) arrangements for early years education;
- d) administrative arrangements for the allocation of central government grants paid to schools via the authority;

4.2. The authority may consult the forum on such other matters concerning the funding of schools as they see fit. The forum may also ask the Authority to consult them on any financial matters relating to the Schools Budget.

5. Other Items

5.1. The Forum shall have the following powers:

- a) to agree minor changes to the operation of the minimum funding guarantee, where the outcome would otherwise be anomalous, and where not more than 50% of the pupils in schools maintained by the authority are affected;
- b) to agree to the level of school specific contingency at the beginning of each year;
- c) to agree arrangements for combining elements of the centrally retained Schools Budget with elements of other Local Authority and other agencies' budgets to create a combined children's services budget in circumstances where there is a clear benefit for schools and pupils in doing so;

5.2. Additionally and in exceptional circumstances only:

- a) to agree an increase in the amount of expenditure the Local Authority can retain from its Schools Budget above that allowed for in the regulations;
- b) to agree an increase in centrally retained expenditure within the Schools Budget once a multi-year funding period has begun; and,
- c) to agree changes to an authority's funding formula once it has been announced prior to the start of a multi-year funding period.

Agenda Item



Report Status

For information/note ☒
For decision ☒

Report to Haringey Schools Forum – 21st October 2021

Report Title: Dedicated Schools Budget Modelling for 2022-23

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Purpose:

1. To propose the process for Dedicated Schools Grant (DSG) to all Haringey schools on the funding formula for the financial year 2022/23.

Recommendations:

- a. Note the changes to the 2022/23 National Funding formula highlighted in Section 2
- b. Schools Forum to agree that the DSG working group confirms the final 2022/23 DSG allocation models for consultation with schools in November 2021 as outlined in Section 3
- c. Schools Forum to note indicative proposed models in Section 4 to consult with schools during November 2021.
- d. Schools Forum to agree to delegate to the DSG working group consideration and decision on the disapplication request to the ESFA/SoS for a £68k second year lump sum payment to Tiverton or protection through use of Growth Fund.

1 Introduction.

- 1.1 In July 2017, the Department for Education (DfE) announced the introduction of the National Funding Formula (NFF) which was supported by additional investment of £2.6 billion in 2020-21, £4.8 billion in 2021-22 and £7.1 billion in 2022-23 compared to 2019-20. The additional funding over the last two years, has enabled the council to maintain per-pupil spending from the schools block of DSG. However, the high needs block additional funding has not been sufficient to the year on year increasing demand and increased cost of specialist provision.
- 1.2 This paper sets out the strategy for Dedicated Schools Grant (DSG) formula for schools' budget share allocations for the financial year 2022-23.
- 1.3 The DfE policy document published on 14th September 2017 and last updated on 19th July 2021 which sets out the background and principles of the new NFF for schools can be found at:

www.gov.uk/government/publications/national-funding-formula-for-schools-and-high-needs

- 1.4 The DSG is currently divided into four notional blocks: Schools Block, High Needs Block, Early Years Block, and Central School Services Block.
- 1.5 The details of national funding formulae for schools and high needs for 2022-23 is published by the DfE in July 2021 on the following link:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1003492/2022-23_NFF_Policy_Document.pdf
- 1.6 The shift to a 'hard' formula, without local input has not yet been implemented by the DfE and the DfE has announced that there will be no changes for 2022-23.

2 Changes in funding level for 2022-23.

- 2.1 The basic structure of the schools National Funding Formula (NFF) is not changing in 2022-23. There are a small number of changes in existing factors of the formula in 2022-23, listed in this section.
- 2.2 Increase in funding factors values nationally:
 - The basic per pupil funding factor (AWPU: Age Weighted Pupil Unit), additional needs factors and the school lump sum increased by 3% from 2020/21 expenditure levels.
 - The minimum per pupil levels and the NFF funding floor are increasing by 2%. This means that every school will attract an increase in their pupil-led funding of at least 2% per pupil, compared to their 2020/21 baseline.
 - No changes in premises funding.
 - The per pupil provisional percentage change in 2022-23 over 2021-22 NFF baseline for Haringey is 2.33%. However, London schools are not at the funding

floor and so typical provisional increases for Haringey schools is in the range 1.3% – 1.6%

2.3 Further changes to NFF factors

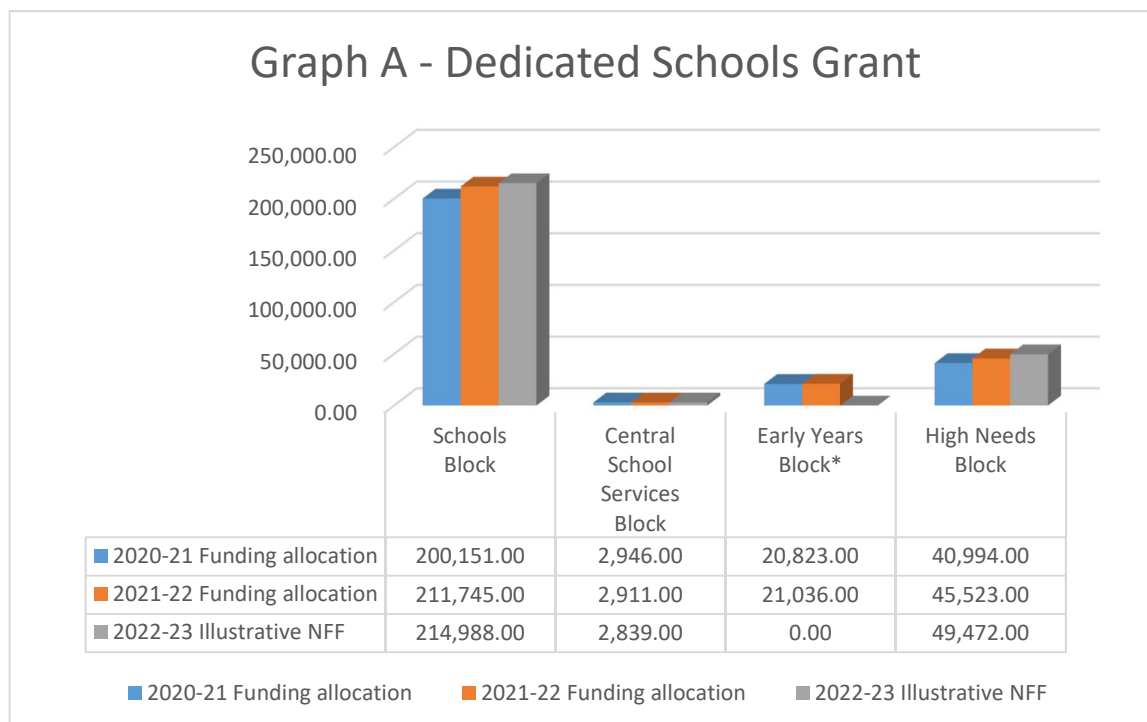
- Free School Meals Ever 6 (FSM6) in the NFF provides additional funding for pupils that have been recorded as eligible for free school meal at any point in the last 6 years. The census data point has been brought forward from January 2021 to October 2020 for 2022-23 funding allocations. Schools that had an increase in FSM6 during these 3 months will miss out on additional funding for a year.
- For the low prior attainment (LPA) factor in the NFF, data from the 2019 Early Years Foundation Stage Profile (EYFSP) and key stage 2 (KS2) assessments have been used as a proxy for the 2020 assessments, following the cancellation of these assessments due to the pandemic.
- Likewise, due to the cancellation of the May 2020 census, eligibility for the mobility factor is based pupils who joined a school between January and May 2020.
- The business rates payment system for schools will be centralised and ESFA will pay billing authorities directly on behalf of state funded schools from 2022-23 onwards. This reduces the administration for schools.

2.4 Key features to the local funding formulae

- Local authorities will continue to set a minimum funding guarantee in local formulae, which in 2022-23 must be between +0.5% and +2%.
- Local authorities will again be able to transfer up to 0.5% of their total school's block allocations to other blocks of the Dedicated Schools Grant (DSG), with school's forum approval. A disapplication will continue to be required for transfers above 0.5%, or for any amount without school's forum approval.
- DfE will calculate the actual value of DSG funding allocation for all local authorities and the schools' block will be calculated using these factor values using October 2021 census data when available.

2.5 Changes to the formula funding will be presented in January 2022 Schools Forum following the consultation with all Haringey primary and secondary schools in November 2021.

2.6 The graph below demonstrates the indicative DSG budget for 2022-23. The Roll Up Teachers Pay Grant (TPG) and Teachers Pension Employers Contribution Grant (TPECG) has been included in the indicative allocations for 2021/22 and 2022/23. The graph below shows the comparison over the last 3 years of the funding blocks:



* Early Years Block allocation for 2022-23 is yet to be confirmed.

** From 2021/22 the Schools Block allocation included previous separate grants for teachers pay and pensions.

3 Approach to consultation with schools on 2022/23 Schools Funding

- 3.1 The members of DSG working group have met to review possible model options for the funding formula for 2022-23. In light of the recent consultation on the implementation of the hard NFF, further modelling was requested by the Chair of the DSG working group to consider the effect of moving closer to, or adopting, the hard NFF values in 2022/23. Additionally, the effects of adopting different levels of MFG within local flexible range between 0.5% and 2% will be considered. It is likely that the hard NFF will be implemented from 2023/24. The outline basic models are presented in Section 4 below.
- 3.2 The proposed approach to consultation to agree the 2022-23 DSG formula is outlined below:
1. October 2021:
 - a. Decision for Schools Forum to delegate to the DSG working group to agree the models to be consulted on with schools in November 2021.
 2. November 2021:
 - a. DSG working group meet to agree the models to be consulted on
 - b. Schools finance team to issue consultation to schools
 3. December 2021:
 - a. Collate and evaluate consultation responses from schools and present recommendations to School's Forum in January 2022.
 4. January 2022:
 - a. Presentation of the proposed recommendations and Authority Proforma Tool (APT) following consultation from schools for Schools' Forum approval.
 - b. Following Lead member approval, the APT will be submitted to the ESFA.

4 Schools Block DSG Funding formula 2022-23 proposed models

- 4.1 A summary of the proposed four funding models is outlined in this section. The table below shows the proposed allocations depending on each of the four models:

Proposed allocations applicable to all models

Allocation type	Schools affected	Description	Proposed Amount
Top Slice	All schools	Growth Fund	£1,100,000
Dedelegation	Maintained	Trade Union Facility	£165,000
Top Slice	All schools	Education Welfare	£122,000
Block Transfer	All schools	Nursery Split Site	£60,000

- 4.2 Initial proposed models are outlined below:

Model 1 – No Change in Age Weighted Pupil Unit (AWPU) from 2021/22

Model 2 – Change in AWPU by 10% for Primary and Secondary Schools

- Increase Primary Schools AWPU by £364.28 (a 10% increase)
- Decrease Secondary Schools AWPU by £364.28 (a 5.5% decrease)

Model 3 – Block Transfer of 0.25% to High Needs Block (HNB)

- The transfer 0.25% out of the Schools Block into the High Needs Block based on HNB strategy for utilising funds for schools with additional needs. This equates to £537,471

Model 4 – Block Transfer of 0.25% to HNB plus change in AWPU by 10% (model 2 & 3 combined)

- Increase Primary Schools AWPU by £364.28
- Decrease Secondary Schools AWPU by £364.28
- The transfer 0.25% out of the Schools Block into the HNB based on HNB strategy for utilising funds for schools with additional needs

- 4.3 Referring back to paragraph 3.1, the DSG working group will expand on the initial models to explore option models for moving closer to the hard NFF, as well as different levels of MFG for Primary and Secondary to attempt to narrow the Primary:Secondary funding ratio. Further investigation by finance officers and the DSG working party chair discovered that Model 2 did not actually narrow the gap between Primary:Secondary funding but widened it.

- 4.4 These DSG working group proposed allocations remain at the same amounts as in previous years:

Growth Funding	£ 1,100,000
Education Welfare	£ 122,000
Nursery Split Site Funding	£ 60,000

- 4.5 **Trade Union Facility:** The current de-delegation charged to schools is £5.80/AWPU for trade union facility time. For 2021/22 this raised £132,000 which is insufficient to meet the costs incurred. The time claimed in 2020/21 was £166,000.

- 4.6 It is proposed to increase the AWPU rate to an indicative £7.22/AWPU, depending on the pupil census numbers, to raise sufficient meet the current estimated costs of £165,000.

- 4.7 **Block Transfer:** The proposal for a 0.25% block transfer from the school's block to the HNB amounts to £537k. Proposals surrounding the options for this block transfer along with the existing total £1.3m SEN contingency will be explored by the Head of SEND, Chairs of DSG and HNB working groups and finance representatives. The discussions will ensure that all the funding is redistributed back to schools to support SEND and inclusion outcomes.
- 4.8 For the 21/22 financial year Schools Forum agreed at its June 2020 meeting to special consideration for Tiverton Primary School to protect KS2 bulge funding as a result of Stamford Hill Primary School's closure and pupils transferring to Tiverton. In that June 2020 paper was the 2nd year strategy which recognised the need to get permission from the ESFA/SoS for the lump sum of up to 70% of the lump sums of both schools. This would total £68,000 for 22/23 financial year. This would require a disapplication request to be made.
- Finance officers are exploring whether provision could be made from within the Growth Fund without need for a disapplication request. Schools Forum is requested to agree to delegate the decision on this to the DSG working party as the ESFA deadline for disapplication requests comes in November before next School Forum in December.

Agenda Item



Report Status

For information/note ☒
 For consultation & views ☒

Report to Haringey Schools Forum – 21st October 2021

Report Title:
Council consultation response to “Fair School Funding for All: completing our reforms to the National Funding Formula”

Authors:

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Purpose:

1. To share the London Council’s and Haringey Council’s responses to the “Fair School Funding for All: completing our reforms to the National funding Formula” consultation.

Recommendations:

- a. Note the Council’s and London Council’s response to the NFF consultation

1 Introduction.

- 1.1 The Government started consultation on “Fair School Funding for All: completing our reforms to the National Funding Formula” on 8 July 2021. The consultation ended on 30 September 2021. The Government consultation document is published on the following link:

https://consult.education.gov.uk/funding-policy-unit/completing-our-reforms-to-the-nff/supporting_documents/Fair%20Funding%20For%20All%20Consultation.pdf

- 1.2 As per Government Consultation, the future arrangements of hard formula have not been confirmed in the consultation document, but the expectation is that the Department for Education (DfE) will tighten the local flexibility in the local funding formulae to ensure that schools’ allocation through local formulae move closer to ‘hard’ NFF from 2023-24.
- 1.3 Appendix A sets out the response submitted from London Councils and Appendix B is the response from Haringey Council.

2 Next steps

- 2.1 The potential effects of a change towards the DfE hard NFF for the financial years 2023/24 onwards will be brought to Schools Forum to include any updates to the indicative allocations that are issued by the DfE.
- 2.2 The members of DSG working group have met to review possible model options for the funding formula for 2022-23. In light of this consultation on the implementation of the hard NFF, further modelling was requested by the Chair of the DSG working group to consider the effect of moving closer to, or adopting, the indicative hard NFF values in 2022/23.
- 2.3 The council would welcome more technical detailed guidance to understand the impact on the council’s DSG allocation and the flexibilities allowed to make local decisions to respond to the specific needs of Haringey schools. The council will continue to engage with key stakeholders to inform future consultations.

Appendix A:

London Council's response to the consultation on the hard National Funding Formula



LC response to Fair
School Funding for All

Appendix B:

Haringey Council's response to the consultation on the hard National Funding Formula

1 Do you agree that our aim should be that the directly applied NFF should include all pupil-led and school-led funding factors and that all funding distributed by the NFF should be allocated to schools on the basis of the hard formula, without further local adjustment through local formulae?

No

Additional detailed response

We agree with the London Councils response. No, local discretion on the allocation of schools funding should remain so that decisions being made are more responsive to the needs of schools.

Haringey would like to continue to have the option whether to transfer between blocks and top- slicing of funding for planned and quick response to growth, over-sized classes, and bulge classes due to geographic needs and parental choice, and de-delegated funding for trade union activities.

Through the hard formula proposals, we believe the Area Cost Adjustment does not fully address the differing challenges LAs face across the country at a local level.

Developing the schools NFF to support the end state NFF

2 Do you have any comments on how we could reform premises funding during the transition to the directly applied NFF?

Please comment:

We agree with the London Councils response. We need more information on the basis of premise funding and so once this is shared we will be in a better position to provide more detailed comments.

Haringey currently does not use the PFI factor or the exceptional circumstances factor, however believes local discretion in decision making to meet needs is required.

Haringey does use the split site factor and currently there are schools in receipt of additional £60K funding each to meet this need. A move to the hard NFF would mean an adverse impact on schools' finances, which may lead to schools in financial deficit.

Growth and falling rolls funding

3 Do you agree with our proposal to use national, standardised criteria to allocate all aspects of growth and falling rolls funding?

No

Additional detailed response

We agree with the London Councils response. Local authorities will need further clarity around the data they need to collate to support this work and may result in additional administrative burden for LAs and Schools.

4 Do you have any comments on our proposed approach to growth and falling rolls funding?

Please comment:

We agree with the London Councils response.

Haringey currently has £1.3m agreed allocated growth funding for maintained schools for the financial year 2021-22.

Even though, Haringey does not currently provide top up funding for falling rolls we would like proposals to continue to be flexible, allowing us to address emerging issues at a local level.

Next steps for the transition to the end state NFF for schools

5 Do you agree that, in 2023-24, each LA should be required to use each of the NFF factors (with the exception of any significantly reformed factors) in its local formulae?

No

Additional detailed response

We agree with the London Councils response. No, we do not support the proposal to move towards the hard formula. It should be a voluntary process in line with local decision-making.

6 Do you agree that all LA formulae, except those that already ‘mirroring’ the NFF, should be required to move closer to the NFF from 2023-24, in order to smooth the transition to the hard NFF for schools?

No

Additional detailed response

We agree with the London Councils response. No, we do not support the proposal to move towards the hard formula. It should be a voluntary process in line with local decision-making.

7a Do you agree that LA formulae factor values should move 10% closer to the NFF, compared with their distance from the NFF in 2022-23?

No

7b If you do not agree, can you please explain below.

Please comment:

We agree with the London Councils response. No, we do not support the proposal to move towards the hard formula. It should be a voluntary process in line with local decision-making.

8 As we would not require LAs to move closer to the NFF if their local formulae were already very close to the NFF, do you have any comments on the appropriate threshold level?

Please comment:

We agree with the London Councils response. No, we believe that there should be continued local flexibility in the formula.

Next steps for the transition to the end state NFF for schools

9 Do you agree that the additional flexibility for LAs in the EAL factor, relating to how many years a pupil has been in the school system, should be removed from 2023-24?

No

Additional detailed response

We agree with the London Councils response. No, we believe that there should be continued local flexibility in the formula.

Haringey currently uses EAL3.

10 Do you agree that the additional flexibilities relating to the sparsity factor should remain in place for 2023-24?

No

Additional detailed response

We agree with the London Councils response - N/A. This is not a particular issue for London. However, any realignment of funding to more rural areas through the sparsity factor should not be detrimental to the overall funding envelope available to inner cities.

Central school services

11 Are there any comments you wish to make on the proposals we have made regarding ongoing central school services, including on whether in the future central school services funding could move to LGFS?

Please comment:

We agree with the London Councils response. Haringey currently receives £2.9m funding to meet the costs for ongoing responsibilities and has no historical commitments. Funding to LAs must be protected. We recognise that further technical consultations regarding the CSSB will follow and plan to engage fully once this commences.

12 Do you agree with the proposal for a legacy grant to replace funding for unavoidable termination of employment and prudential borrowing costs?

Unsure

Additional detailed response

N/A to Haringey Council.

A consistent funding year

13 How strongly do you feel that we should further investigate the possibility of moving maintained schools to being funded on an academic year basis?

Strongly disagree

Additional detailed response

We are strongly opposed to this proposal. The shift to funding maintained schools on an academic yearly basis would be challenging for both schools and local authorities. In particular, we have concerns about the capacity of small primary schools to cope with the additional burden that this would place on them.

14 Are there any advantages or drawbacks to moving maintained schools to being funded on an academic year basis that you feel we should be aware of?

Please comment:

We agree with the London Councils response. The additional administrative burden on schools would be a significant drawback to moving maintained schools to being funded on an academic year basis. Many small schools may struggle to be able to manage with the extra capacity required.

Equalities Impact Assessment

15 Please provide any information that you consider we should take into account in assessing the equalities impact of the proposals for change. Before answering this question, please refer to Annex (C) of the consultation document.

Please comment:

The impact of the proposals on all different groups of people across the school system, maintained and academies should be considered, ensuring that social inclusion and community cohesion issues are addressed.

Further comments

16 Do you have any further comments on our move to complete the reforms to the National Funding Formula?

Please comment:

We would like to see a consistent approach to the school funding system for all schools and local flexibility retained for maintained schools.

We therefore support a formula that benefits academies and community counterparts in an equitable way. We welcome further clarification on the proposals and look forward to feeding into additional technical consultations in the future.



DRAFT Haringey SEND Strategy 2022-2025

Mary Jarrett

Head of Service: SEND and Integrated Services

Monday 13 September 2021



Purpose of the Strategy

- There are around 9,000 children and young people in Haringey between the ages of 0 and 25, who have special education needs and disabilities (SEND). This equates to approximately 15% of the youth population in Haringey.
- In Haringey we are committed to working in partnership to coordinate support, care and learning for SEND children, young people, and families, so they are able to fulfil their ambitions and to thrive.
- We are proud of the quality of the schools and early years provision in Haringey, we know our schools and settings work hard to deliver good outcomes for children and young people in Haringey and that many children with SEND in Haringey achieve better outcomes than are achieved by children with SEND nationally.
- However, we know that we need to work hard to improve some areas of our services and that we need to improve our communication with children, young people, parents and carers to better understand their experiences and to involve them more closely in the design and delivery of the services which support them.
- The lead organisations for the SEND Strategy are Haringey Council Children's Services and the North London Clinical Commissioning Group (NLCCG).
- This strategy outlines five strategic priorities to improve SEND services in Haringey.
- These priorities will be driven by the SEND Executive Group with progress against the strategic plans reported annually on the Local Offer website.



North Central London
Clinical Commissioning Group



How the Strategy has been informed

- Haringey strategies and plans outlined below, relate to this strategy and have informed the development of our priorities:
 - The Borough Plan 2019-2023
 - Alternative Provision in Haringey: A Model for Change 2020-2023
 - Haringey's Early Help Strategy 2021-2023
 - Haringey's DRAFT Health and Well Being Strategy 2020- 2024
 - Preparation for Adulthood Pathway Guide
- In addition to strategies and policies, this Strategy was informed by a range of sources as follows:
 - a series of six informal conversation events with parents and carers held between June and August 2021
 - a review of learning from complaints made by families during 2020-2021
 - findings from ombudsman reports
 - the findings from Amaze report
 - findings from our recent Ofsted and CQC joint inspection of SEND
 - performance information

Priority 1: We will support children at the earliest opportunity to access the intervention they need to achieve and thrive.

Focus for action	How will we know if this is working?	Measures	Timescales
We will develop and implement an ordinary offer of education across all settings to describe support for children with Special Education Need	<p>Positive feedback from children, young people, parents and carers.</p> <p>All children, young people and families will receive the right support from the right services at the right time.</p>	<p>Number of children with SEND support Plans</p> <p>Number of children with EHCPs</p> <p>Consistency of data across the Borough (in accordance with deprivation and other population indices)</p>	<p>Q4 2021-2022</p> <p>(Jan – Mar 2022)</p>
We will develop a consistent approach for children who need SEN support, including a standard tool and template for SEN support planning	Children and young people with SEN have their needs identified early and a multi-agency support plan in place which uses an assess, plan, do, review framework	Number of children and young people with SEN support who have an up-to-date plan	<p>Q3 2022-2023</p> <p>(Sept – Dec 2022)</p>
We will develop a supportive early help offer for children, young people, and families with SEND in Haringey	Children, young people, and families are supported within their local communities and have access to a range of support, inclusive social events and activities.	Number of children who have high quality social care provision described on their EHCP or in SEN support plans.	<p>Q3 2023-2024</p> <p>(Sept – Dec 2023)</p>
EHCPs and SEN support plans will reflect the needs of children and young people as identified by health, social care and other practitioners and used to inform positive outcomes for children and young people.	Plans provide good quality multi-agency advice and information to support the holistic needs of children and young people	Number of EHCPs plans audited as compliant.	<p>Q3 2022 -2023</p> <p>(Sept – Dec 2022)</p>
EHCPs and SEN Support plans will be co-produced with children, young people and families	Families and schools co-produce content of plans, so that all parties are clear about the plan and understand the needs, provision and outcomes for children.	<p>Co-production meetings are established as part of routine practice.</p> <p>Number of plans which are audited as compliant.</p>	<p>Q4 2021-2022</p> <p>(Jan – Mar 2022)</p>
EHCPs and SEN support plans will be clearly written with identified strengths, needs, provision which demonstrably work towards the agreed outcomes for children and young people.	Plans will be clearly written with identified strengths, needs, provision which demonstrably work towards the agreed outcomes for children and young people.	Number of plans which are audited as compliant.	<p>Q3 2022-2023</p> <p>(Sept – Dec 2022)</p>

Priority 2: Wherever possible we will meet the provision needs of Haringey’s children and young people locally.

Focus for action	How will we know if this is working?	Measures	Timescales
Increase sufficiency of specialist placements for children and young people with ASC and SEMH in Borough.	Haringey children and young people have their identified needs met in Borough	Number of children in and out of borough special school provision	Haringey Master plan for education 2021-2025
Ensure that special school buildings in Haringey are maintained to a high standard and continue to provide specialist placements based on local needs.	Haringey maintains a high standard of education for children who require special school placements.	Number of children in Haringey special school provision. Ofsted inspection reports	Haringey Master plan for education 2021-2025
Create a quality assurance framework to review independent specialist provision both in and out of borough.	That all children in Haringey receive a high standard of education. Framework and Specialist brokerage role to be created to be in place	Consistent reporting on the standard of education for children out of area.	Q4 2021-2022 (Jan – Mar 2022)
Review Early Years SEN Sufficiency	That early identification is good, and children are supported at the earliest possible opportunity in a meaningful way. Increased early years provision for young children with SEN.	Number and proportion of children with SEN in each setting.	Q3 2022-2023 (Sept – Dec 2022)

Priority 3: We will have a varied local offer for children, young people, and families so that they can choose services that meet their needs

Focus for action	How will we know if this is working?	Measures	Timescales
Develop a Local Offer web-page steering group with membership across the strategic partnership	Steering group established. The SEND network in Haringey shares accountability and ownership of the Local Offer	Records of Local Offer web-site activity.	Q4 2022-2023 (Jan – Mar 2022)
Improve the Early Help and short breaks offer for children and young people in Borough	That children, young people are able to access a good quality short breaks offer which enables them to lead fulfilling lives. That children, young people and their families routinely receive community-based support when needed to prevent issues from escalating.	Number of Children, young people and families receiving Short Breaks. Number of children, young people and families with SEND who have early help support via Team around the Family approach	Q3 2022-2023) (Sept – Dec 2023) Q3 2024-2025 (Sept – Dec 2024)
Establish the SEND newsletter as an effective means of communicating information to families in Haringey.	Families will know about the current Local Offer of services in Haringey	Number of people who sign up to the SEND newsletter	Q3 2021-2022 (Sept – Dec 2021)
We will review and refresh the SEND Home School Transport policy in consultation with children, young people and families	That children and young people are transported to school safely and efficiently and that schools and families are confident in the criteria and systems applied.	Numbers of children, young people and families evaluating the service as good	Q1 2022-2023 (April– June 2022)
We will review our Therapies offer, particularly Speech and Language Therapy and CAMHS provision to ensure that needs are identified early and waiting times are reduced.	To ensure that children and young people’s needs are met at the earliest opportunity.	Reduction in waiting times for therapies.	Q3 2023-2024 Oct – Dec 2023

Priority 4: We will work together with children, young people and families using co-production

Focus for action	How will we know if this is working?	Measures	Timescales
We will work with the Bridge Renewal Trust to develop a supportive and representative Parent Carers Forum who are recognised as equal partners in developing and delivering SEND services.	Children, young people and families and practitioners make joint decisions about SEND in Haringey at a variety of operational and strategic levels Evidence of effective co-production resulting in a range of improvements	Number of families who are involved with Parent Carers Forum. Number of strategic meetings with parent carer forum representation.	Q3 2021-2022 (Oct – Dec 2022)
All Local Authority SEND Teams are trained in co-production	Co-production becomes ‘business as usual’ in Haringey	Training programme in place Reduction in complaints from families. Number of co-production meetings held prior to issuing an EHCP. Number of Annual reviews held which involve children and young people.	Q3 2021-2022 (Oct - Dec 2021)
Develop an annual parents’ satisfaction survey to report on satisfaction of families in Borough	Accountability for delivery of SEND service	Report from survey to be published annually	Q3 2022-2023 (Sept – Dec 2022)
We will continue to implement the recommendations of the Amaze Report.	Parents and Local authority communicate effectively and work together to meet the needs of SEND children and young people in Haringey.	Number of recommendations from the Amaze report which are successfully implemented. Updated progress against the action plan to be published on Local Offer revised web-site	Q4 2021-2022 (Jan – Mar 2022)

Priority 5: We will work together to prepare children and young people for their adult lives

Focus for action	How will we know if this is working?	Measures	Timescales
Haringey to develop a 'Preparation for adulthood' strategy which considers a range of pathways for children and young people to support them into adulthood.	To ensure that children and young people receive the right support at the right time to inform and support decisions about their futures.	Strategy published on Local Offer	Q4 2022-2023 (Jan – March 23)
Ensure that Annual Reviews for all children and young people from year 9 onwards include consideration of Preparation for adulthood pathways.	Long-term outcomes are identified, and the right practitioners are involved to ensure that children, young people and families are supported	Annual review audits evidence planning and attendance of reviews by relevant professionals. All Transition reviews are held by statutory deadlines Quality Assurance framework to be implemented and established.	Q2 2022-2023 (Apr - June 2022)
Review current education, employment, and training offer for post 16s in Haringey	To inform sufficiency plans and identify gaps or duplication in local provision.	Provision review informs preparation for Adulthood Strategy	Q3 2022-2023 (Sept- Dec 2022)

We would like to hear your feedback!

- Which of these would be the most important priority for you or the child or young person you care for?
- Is there anything you feel we have missed or could improve on?
- Next steps: Public consultation 20 Sept – 7 November via an online form and promoted via SEND newsletter, local offer webpages, Parent Carer Forum, partners such as schools, SENDIASS etc
- Consultation feedback will be published with final strategy in Jan 2022
- Are there any other ways you think we can gather parents views?

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High Needs Block Recovery Plan

Combining good governance with financial recovery

Mary Jarrett: Head of SEND

Brian Smith: Head of Schools Finance

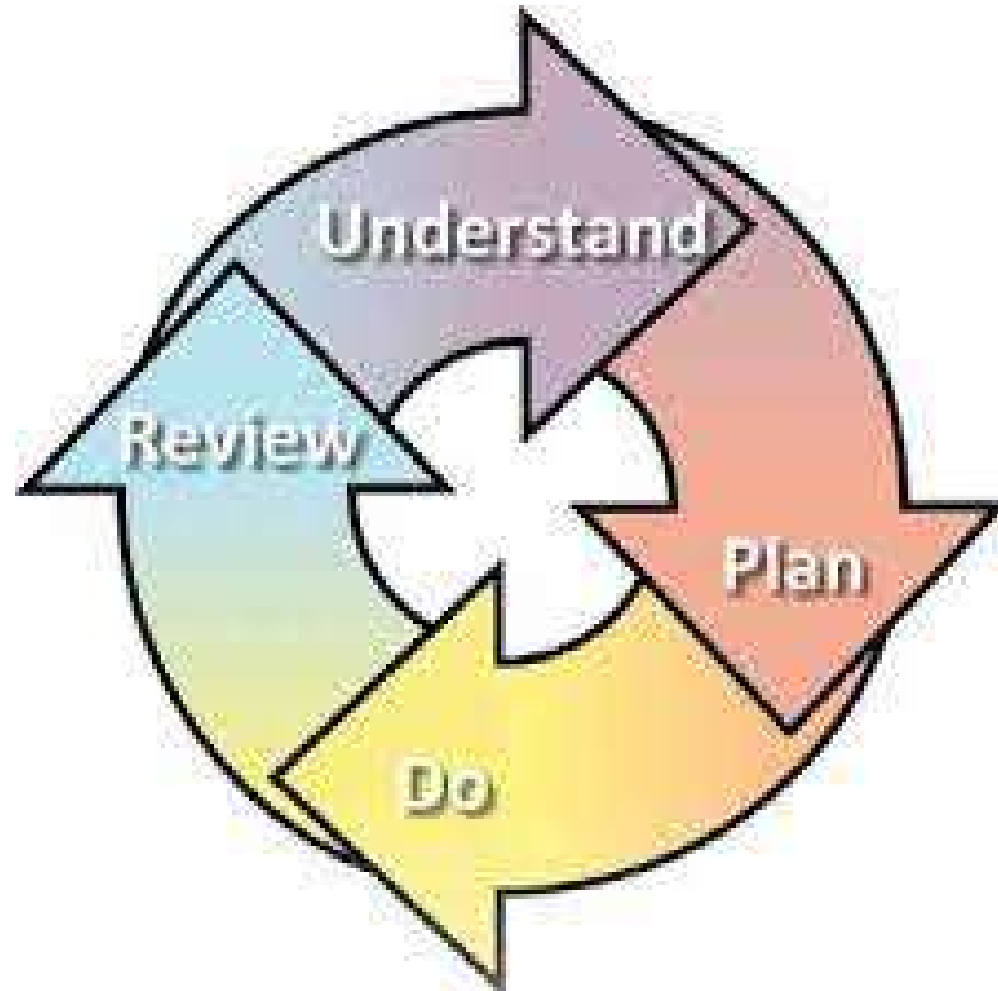
DSG Current position

2020-21 DSG Provisional Outturn	Schools Block (£m)	Central (£m)	High Needs (£m)	Early Years (£m)	Total (£m)
Total DSG funding Allocation	130.2	2.9	38.9	20.8	192.9
Provisional Outturn Expenditure	130.2	3.0	45.7	20.8	199.7
In year Position	-	-	(6.8)	-	(6.8)
B/fwd Balances	-	-	(10.1)	(0.1)	(10.2)
Net Position (minus is a deficit)	-	-	(16.9)	(0.1)	(17.0)

- The DSG deficit balance is contained within the High Needs Block
- The brought forward deficit from 2019-20 was £10.1m
- The 2020-21 outturn added a further £6.8m (subject to normal annual audit)
- The 2021-22 brought forward deficit for the total DSG stands at £17.0m

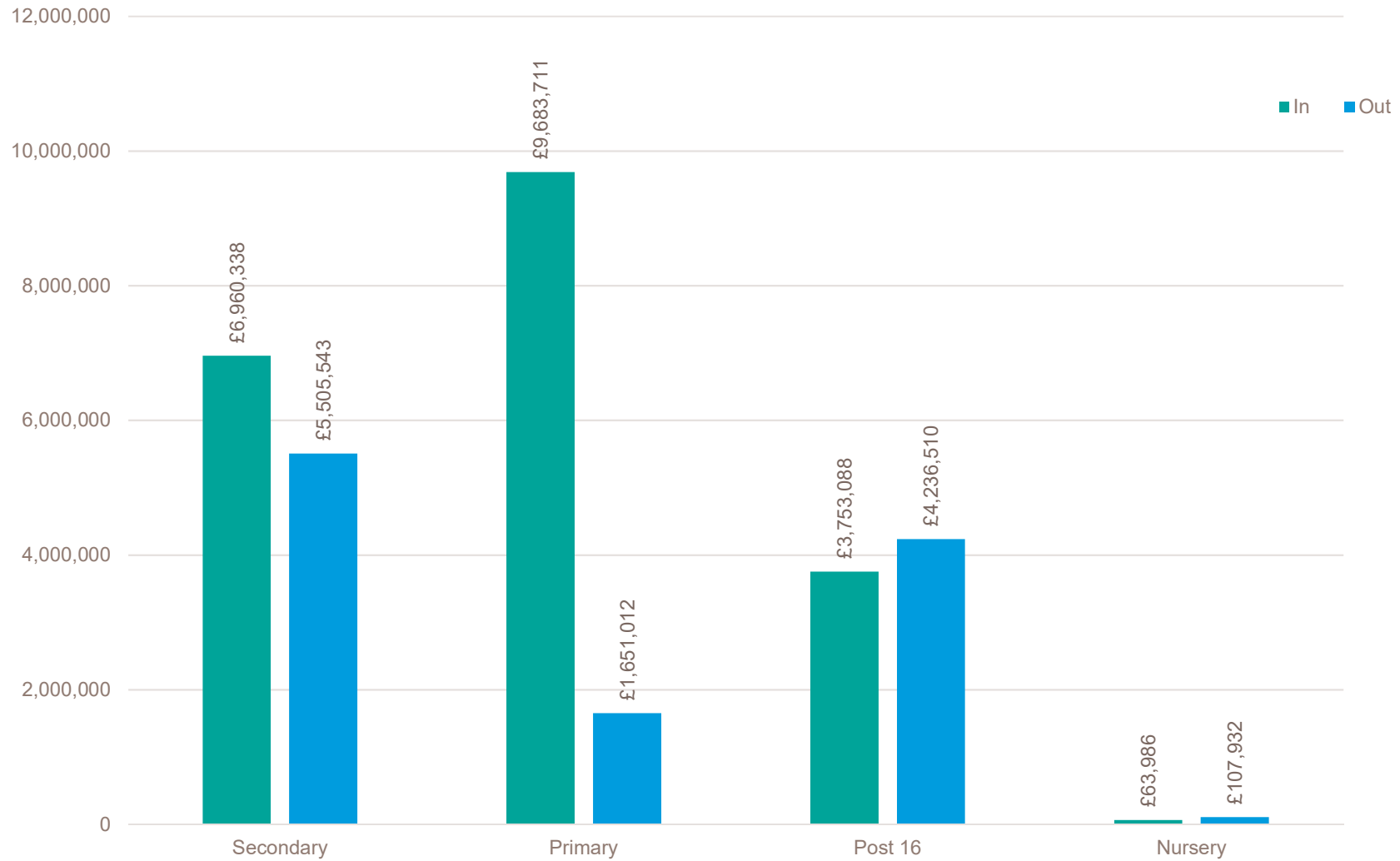
Stages of Recovery Cycle

Understand Spend
Strategy to address spend
Undertake Interventions
Review progress of delivery and
measuring impact



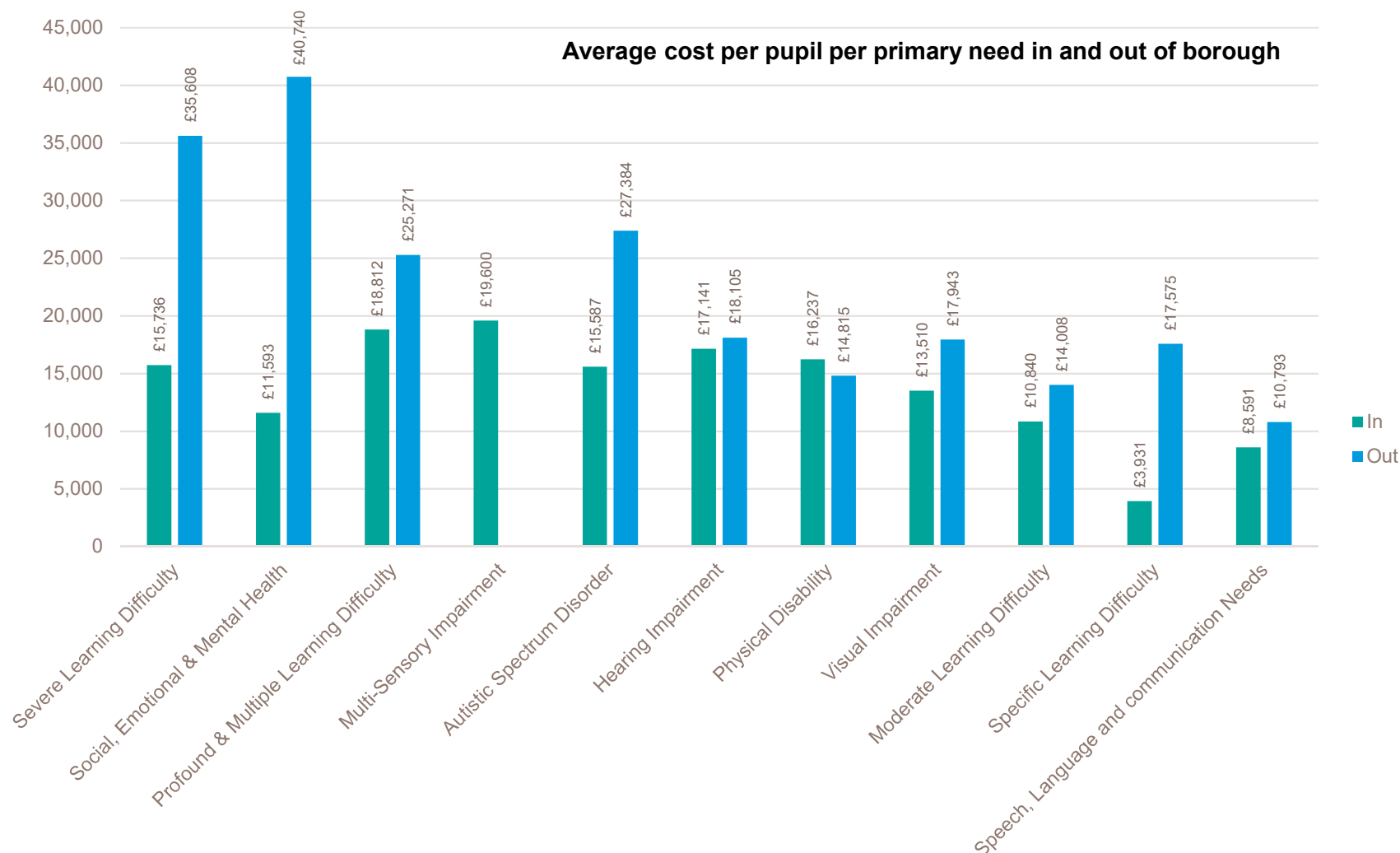
Understand Spend

Stage Cost per pupil 2020-21 (in and out of borough)



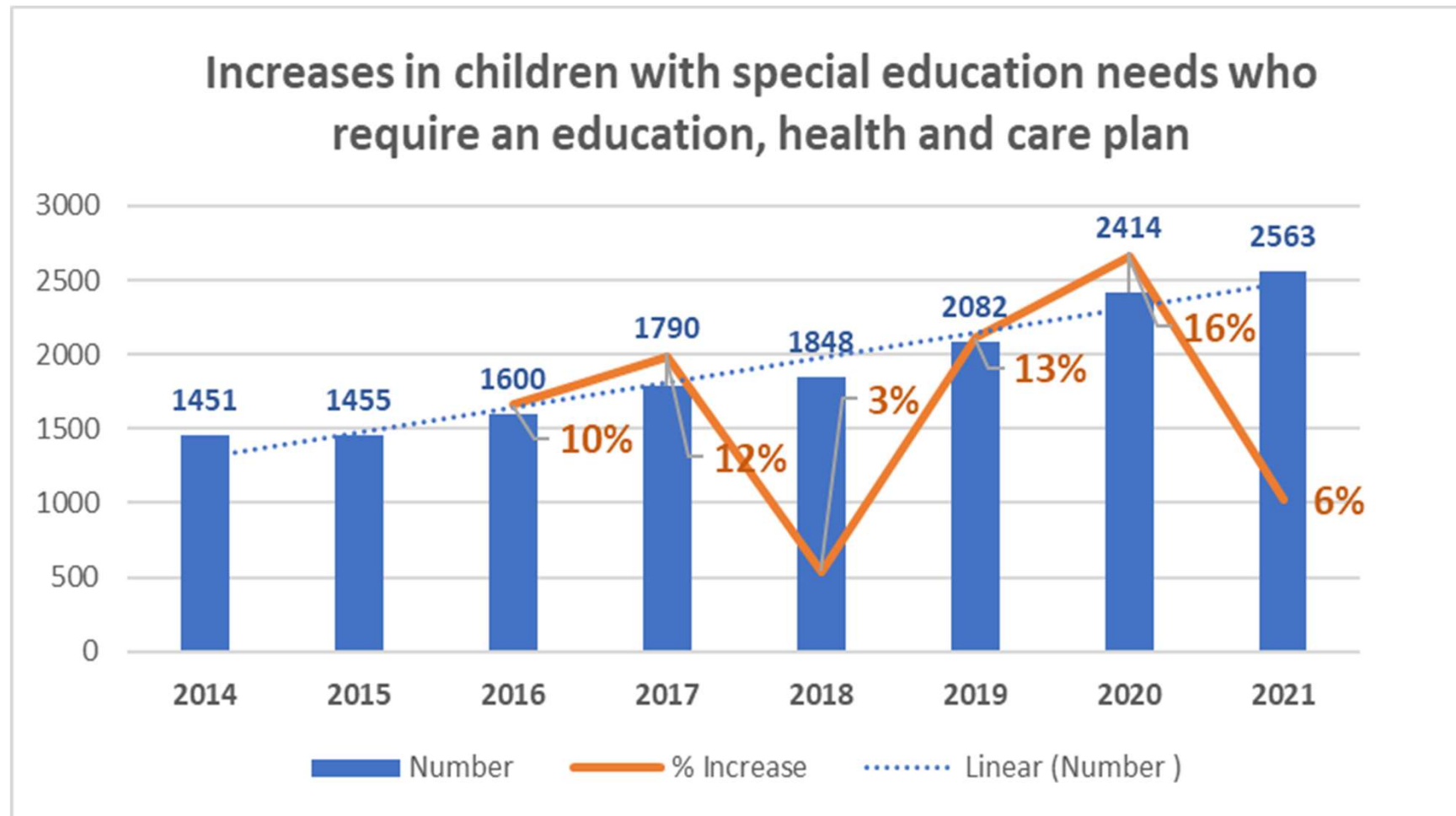
Understand Spend

Understanding cost according to needs



Understand Spend

Growth in demand

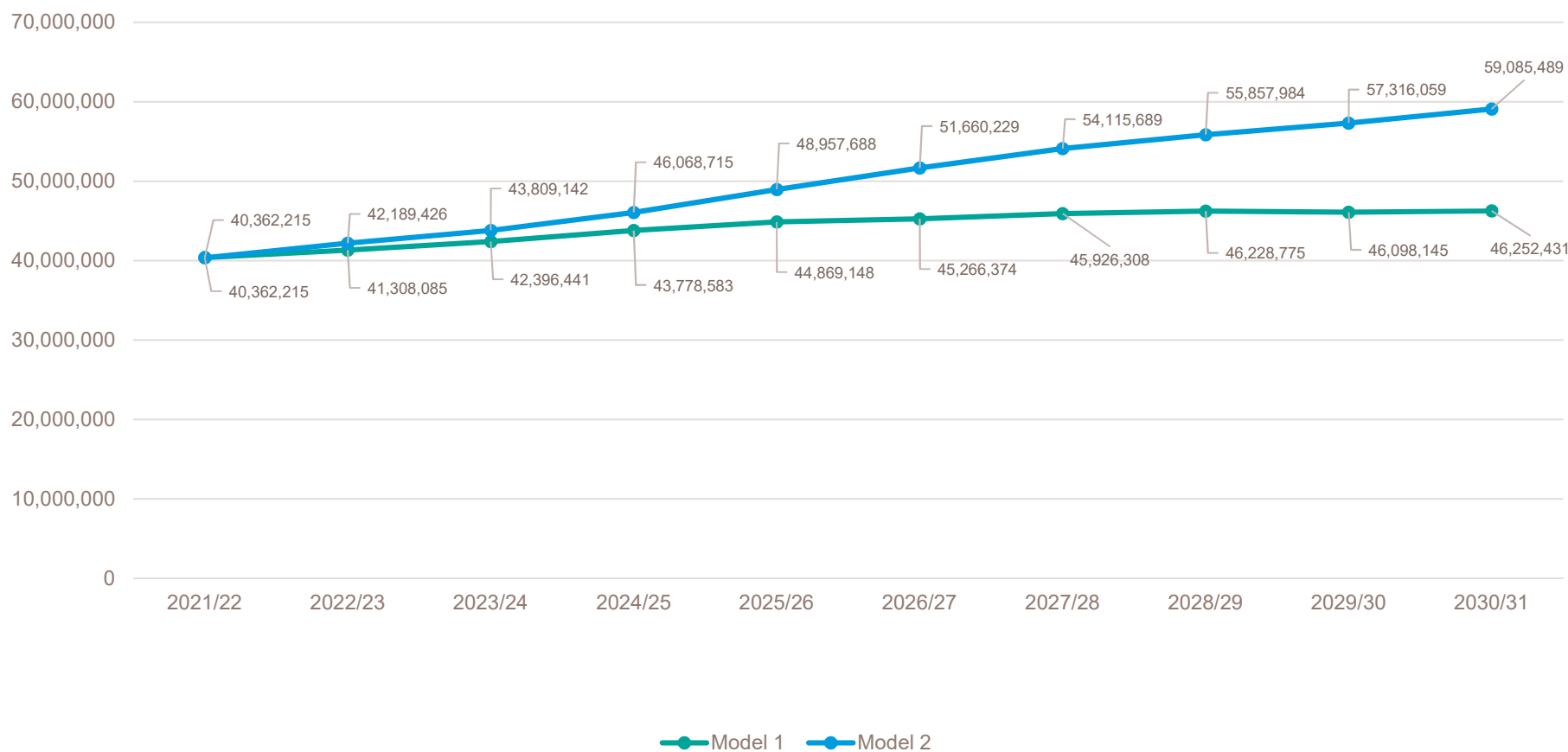


Understanding Spend

Correlation between growth and costs (using 2 alternative formulations for growth)

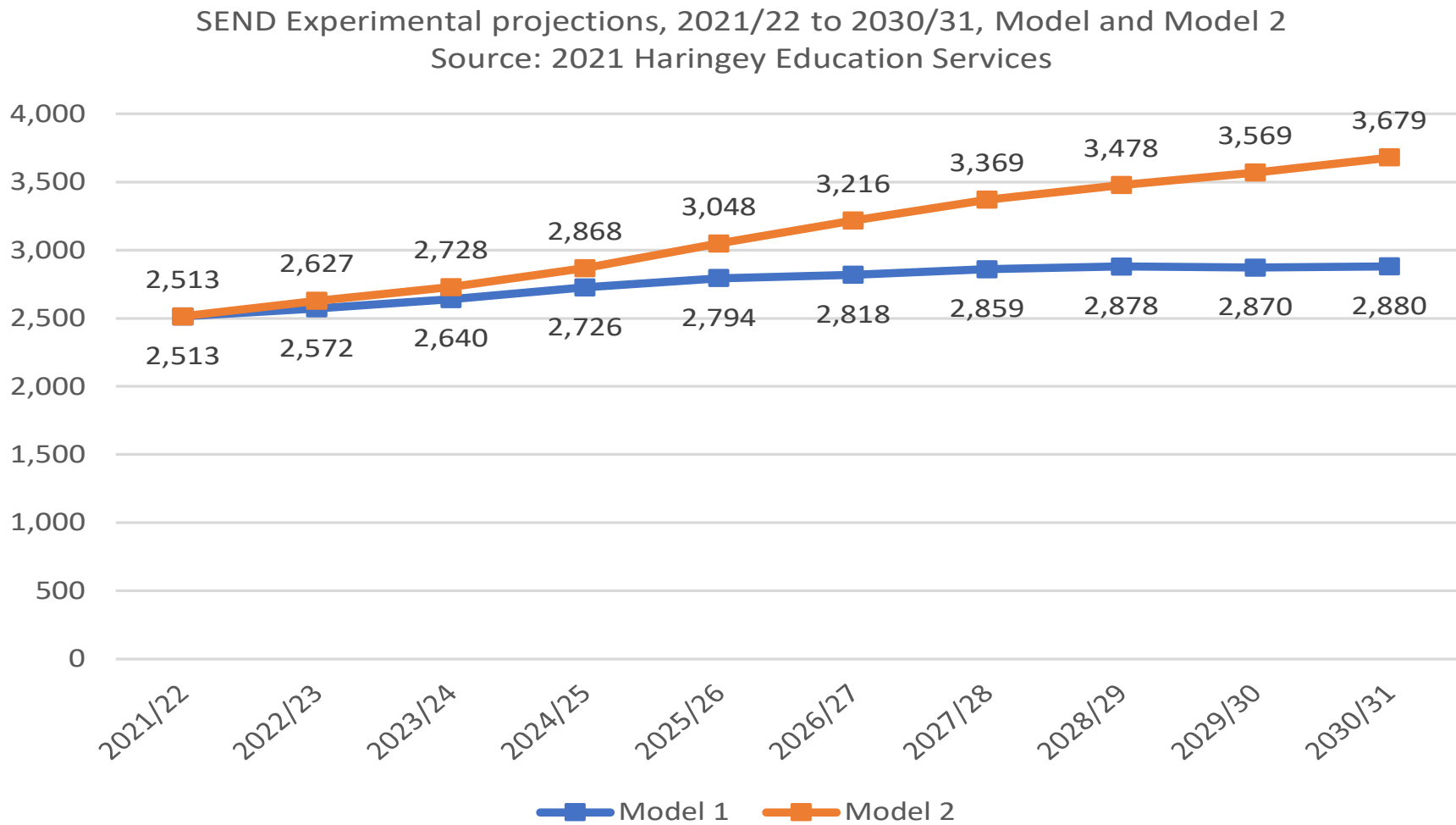


CHART B. Cost relating to population in Chart A.



Understanding Spend

Projections of future SEND (EHCP's)



Service Improvement to address structural inefficiencies



SEND
STRATEGY



POST-OFSTED
ACTIONS

Analysis of Growth

Increased demand in system-
hypothesis: that schools are
increasing demands for EHCPs
to address funding gaps caused
by high costs of SEN and falling
rolls.

Increased understanding and
diagnosis of ASC -hypothesis:
national trend

Higher numbers of children and
young people aged 18-25 than
national average – hypothesis:
poor pathway for adult
transitions and service gaps for
young people not eligible for
adult social care support.

Higher numbers of children with
EHCPs in early years-
hypothesis: population need and
poor design of EYFS Inclusion
Fund

Lack of clear pathways, services and
specialist provision for children and
young people with SEMH needs –
hypothesis : service gap causing
growth in demand for high cost
independent provision and creating
over reliance on Alternative Provision.

Strategy to address spend



- 1. Explore remodeling financial support to mainstream schools for children with SEND using disapplication monies from HNB (Proposal to Schools Forum following an externally facilitated review)

SEND STRATEGY PRIORITY 1

Drive down demand for EHCPs

Mainstream education for children with SEND delivers good outcomes for children

Mainstream schools in Haringey are inclusive and offer high standard of education.

Funding is devolved to schools via a local agreement (various models for this) incentivises schools to retain and support children with SEND.

Needs external facilitator to act as ‘honest broker’ between schools and Local Authority.

Well evaluated models in Leeds, Nottinghamshire and Camden.

Strategy to address spend



2. Increase SEND Sufficiency in borough to drive down external placement costs via schools' buildings Masterplan Project

SEND STRATEGY PRIORITY 2

Provision of Autism Unit in mainstream secondary school.

Increased offer for children with high functioning autism at The Grove (Academy provision)

Improved offer for children with complex needs (The Vale)

Provision for children and young people with SEMH

Strategy to address Spend



3. Improve Preparation for adulthood services and pathway via SEND Strategy

SEND STRATEGY PRIORITY 5

Improved performance in relation to Annual reviews to ensure provision is in accordance with outcomes

Improved offer of pathways to employment including supported internships.

Commissioning framework and brokerage service address cost of post-18 provisions.

Strategy to Address Spend



4. Improve pathways and services for children and young people with SEMH needs via Model For Change programme

SEND STRATEGY PRIORITY 2

Provision of nurture hub model with an 'in-reach' and 'outreach' service.

Deliver a sustainable funding model

Deliver effective therapies provision and timely support to children by reviewing CAMHS offer in Borough

Develop sufficiency of provision

Other areas for development

5. Other key areas identified within SEND strategy but require further work before including within DSG recovery plan or not approved yet

Improved graduated response for 'Therapies'

Reduction of DSG allocation to Early Help

Early Years Review

Impact of proposed reforms to national funding formula and SEND review

Reviewing Progress

Monthly reconciliation of numbers of children, costs of provision and plotting of spend.

Joint responsibility and accountability between Head of Finance and Head of SEND for reporting and monitoring

Projects receive robust scrutiny and oversight through various governance arrangements

Creation of highlight report on quarterly basis to DSG Steering Group and included within overall report to Schools Forum, SEND Executive and PCF

Next Steps



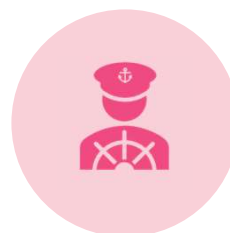
DSG Management Plan update presented to SEND Executive 13 October and Schools Forum 21 October



Project workshops to take place 1/8 November and 6/13 December to inform accurate financial projections reflected within next version of the DSG management plan



Future DSG reports to include HNB recovery plan narrative to Schools Forum SEND Executive/Parent Carer Forum



DSG Steering Group established, meets quarterly chaired by Director of Childrens Services, next meeting 25 Nov

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Audit and Risk Management

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2020/21 – Schools Audit Annual Report

1. Background

- 1.1 Internal Audit undertakes a programme of school audit reviews to ensure that schools are complying with the requirements of the Schools' Finance Manual, and to confirm the risks associated with the key financial and non-financial processes are appropriately managed.
- 1.2 Internal audit is not required to audit the School Financial Value Standard (SFVS), but the audit programme does check that the SFVS has been completed and whether it aligns with the audit findings. The programme of routine audit work should assist schools in providing assurance to Governing Bodies for the SFVS.
- 1.3 The maintained schools in the Borough are audited on a four-year rolling programme. The outcomes of audits and the assurances provided have improved in recent years, however 'Schools Finance and Governance' remains an issue on the Council's Annual Governance Statement.

2. Feedback on Audit Work

- 2.1 This report:
 - Summarises the overall outcomes and assurance levels provided to individual schools from 2017/18 to 2020/21;
 - Provides information on the results of the formal follow up programme;
 - Provides a summary of assurance and recommendations made; and
 - Highlights some of the common issues where recommendations were made.
- 2.2 Table 1 below summarises the overall outcomes and assurance ratings for the previous financial years of all internal audits completed.
- 2.3 Prior to 2019/20 the four levels assurance: Full, Substantial, Limited and Nil. The 'Full Assurance' assurance was rarely applied. As a result, in 2019/20 a new criteria for assurance was implemented to provide more distinction in the outcomes of audit work. The assurance is provided based on the number and priority of recommendations raised.

Table 1 – Summary of assurance ratings provided 2017/18 to 2020/21

	Number of audits planned	Substantial Assurance rating	Adequate Assurance rating	Limited Assurance rating	Nil Assurance rating
2017/18					
Primary Schools (incl. nursery/special)	19	10	N/A	7	2
Secondary Schools	1	1	N/A	0	0
Sub-total	20	11	0	7	2
2018/19					
Primary Schools (incl. nursery/special)	11	7	N/A	4	0
Secondary Schools	1	1	N/A	0	0
Sub-total	12	8	0	4	0
2019/20					
Primary Schools (incl. nursery/special)	17	1	10	4	2
Secondary Schools	2	1	0	0	0
Sub-total	19*	2	10	4	2
2020/21					
Primary Schools (incl. nursery/special)	18	4	11	2	0
Secondary Schools	1	0	0	0	0
Sub-total	19**	4	11	2	0
Total	70**	25	21	17	4

*one audit was deferred to 2020/21 as fieldwork was not completed before COVID-19.

**Two audits were deferred to 2021/22, one primary and one secondary.

- 2.4 The table above shows 88% of schools audited in 2020/21 returned above 'adequate' assurance ratings. This is improved performance on earlier years.
- 2.5 The percentage of schools receiving limited and nil assurance has been following a downward trend, no schools received 'Nil Assurance' in 2020/21. The two schools that received 'Nil Assurance' in 2019/20 were both re-visited and were assigned 'Limited Assurance' in the current audit cycle.

- 2.6 Mazars have outlined the results of the individual school audits in Appendix A of this report.
- 2.7 For the 2020/21 school audits, a total of 81 recommendations were raised. Appendix A outlines the recommendations raised in each school audit as well as an analysis of which areas of the audit programme the recommendations related to. Most were raised under the accounting records and governance areas of the programme.
- 2.8 The number of recommendations raised has fallen significantly. This is in part due to efforts to focus the audit programme on the key controls and highest risk areas in schools. The improvement in audit assurances will also have impacted as the lower the assurance the more recommendations will have been raised.
- 2.9 Five priority one recommendations were raised in 2020/21. This compares to six in 2019/20. The percentage of priority one recommendations has therefore increased as a percentage of the overall total raised from circa 3% to 6%.
- 2.10 Key findings in 2020/21 included the following:
- Register of Interests forms have not been completed by employees / Governors;
 - Governors have not provided evidence of their enhanced DBS certificate;
 - No or insufficient numbers of written quotations or tenders obtained or retained for high value expenditure;
 - Contracts have been rolled over for several years / waivers have been granted / have not been approved by governors;
 - Purchase orders not raised for high value/routine expenditure; and
 - Segregation of duties on reconciliations not evident.

3. Follow up programme for 2020/21 audits

- 3.1 In 2020/21 our approach to follow up has been updated. This year we revisited the schools from 2018/19 who still had recommendations outstanding in 2019/20, this work was performed to gain some additional assurance that the agreed actions had been implemented and is part of our added value work to support schools to achieve enhanced governance and financial control. Five schools were audited, and the results were positive for all. The two schools who had received 'Nil Assurance' in 2019/20 were revisited and full audits performed. For schools assigned a 'Substantial Assurance or Adequate Assurance' a lighter touch approach focussing on the priority one and two recommendations was deployed. Schools assigned 'Limited Assurance' were asked to engage in a more robust process of evidencing implementation of all recommendations.
- 3.2 Appendix B sets out the overall results of the follow up work completed. Letters were issued to all schools outlining the results of the follow up. There are no schools noted where further follow up work is required. Some additional follow up for two of the schools will be completed in 2021/22 to gain additional

assurance. Follow up work will also be completed for the two 2020/21 schools who received 'Limited Assurance'.

- 3.3 It is noted that of the 144 original recommendations, 122 (85%) had been fully implemented at the time of the follow up visits. This is a significant improvement on what we reported last year.

4. Training for Schools and Governors

- 4.1 The audit team worked with the Haringey Education Partnership to deliver training sessions on risk, audit and internal control. Sessions have been provided for officers (finance staff, bursars, and head teachers) over the last five financial years to further assist schools in identifying key risk areas and control processes.
- 4.2 Annually sessions are offered to assist schools in the preparation for the audits. In 2020/21 the communications that are sent to schools in advance of the audits was also updated to ensure they were more efficient to respond to.
- 4.3 Training sessions on audit and risk management, covering Governor roles and responsibilities in relation to audit and risk management, as well as providing advice and guidance on key risk/control areas were provided as part of the annual governor training package. These training sessions are offered every academic year.
- 4.4 The 2020/21 outcomes will be shared with the Chair of the Schools Forum and included on the agenda for the forums September meeting. In 2021/22 Mazars have introduced a newsletter for schools, this will be issued periodically and flag both audit and fraud related issues.



APPENDIX A - Mazars 2020/21 Annual Summary

London Borough of Haringey Schools Audits

Prepared by: Mazars LLP
Date: 17 June 2021

mazars

Contents

- 01 Schools Internal Audit Activity
- 02 Summary of the 2020/21 Internal Audit Plan
- 03 Benchmarking
- 04 Overall Assessment of Control and Recommendations raised

Disclaimer

This report ("Report") was prepared by Mazars LLP at the request of London Borough of Haringey and terms for the preparation and scope of the Report have been agreed with them. The matters raised in this Report are only those which came to our attention during our internal audit work. Whilst every care has been taken to ensure that the information provided in this Report is as accurate as possible, Internal Audit have only been able to base findings on the information and documentation provided and consequently no complete guarantee can be given that this Report is necessarily a comprehensive statement of all the weaknesses that exist, or of all the improvements that may be required.

The Report was prepared solely for the use and benefit of the London Borough of Haringey and to the fullest extent permitted by law Mazars LLP accepts no responsibility and disclaims all liability to any third party who purports to use or rely for any reason whatsoever on the Report, its contents, conclusions, any extract, reinterpretation, amendment and/or modification.

Accordingly, any reliance placed on the Report, its contents, conclusions, any extract, reinterpretation, amendment and/or modification by any third party is entirely at their own risk. Please refer to the Statement of Responsibility in this report for further information about responsibilities, limitations and confidentiality.





01 Schools Internal Audit Activity 2020/21

Below is a snapshot of the work we have carried out in relation to schools during 2020/21.

Improved communication

To inform the updates to our audit programme, we have liaised with different areas of the council, as well as other partners in relation to school requirements:

- Finance /HR
- Health & Safety / Insurance
- Haringey Education Partnership

Audit Satisfaction Surveys

We have issued satisfaction surveys along with every final report. The feedback has been positive, with every survey returned rating the service as “Very Good” – the highest score available.

A refreshed audit programme

- During lockdown we used the time to focus the audit programme on the key risk issues facing schools
- There is more alignment to the areas covered within the Schools Financial Value Standard (SFVS)
- We participated in training sessions with governors to communicate the new programme

Common themes arising

We have compiled a detailed newsletter setting out all the findings from the 2020/21 audits, but the most common themes are:

- Governors not providing evidence of their DBS certificate, particularly where the previous certificate had expired.
- Contracts have been rolled over for several years and spend on them exceeds the thresholds for going out to tender.
- Evidence not retained to clearly show that reconciliations are prepared by one officer, and then reviewed by a second independent officer.





02 Summary of the 2020/21 Internal Audit Plan

The table below lists the 2020/21 Internal Audit Plan and a status summary for all of the reviews.

Audit	Days	Assurance Level	Direction of Travel	Total	Findings by Priority		
					1	2	3
Our Lady of Muswell Catholic Primary School	5	Substantial	➡	1	-	-	1
North Haringay Primary School	5	Substantial	➡	1	-	1	-
Tetherdown School	5	Substantial	➡	1	-	1	-
Campsbourne School	5	Substantial	➡	2	-	1	1
Woodlands Park Nursery School	5	Adequate	➡	3	-	2	1
Lancasterian Primary School	5	Adequate	➡	3	-	3	-
Riverside School	5	Adequate	➡	4	-	3	1
Rokesly Junior School	5	Adequate	➡	4	-	3	1
Ferry Lane Primary School	5	Adequate	➡	5	-	3	2



Summary of the 2020/21 Internal Audit Plan (cont)

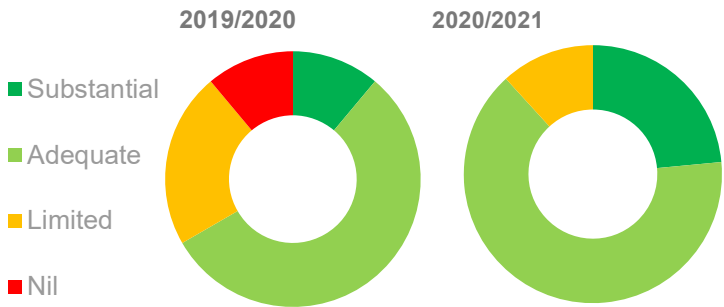
Audit	Days	Assurance Level	Direction of Travel	Total	Findings by Priority		
					1	2	3
West Green Primary School	5	Adequate	↔	5	-	4	1
St Peter in Chains Roman Catholic Infant School	5	Adequate	→	6	-	3	3
Welbourne Primary School	5	Adequate	↔	6	-	4	2
Crowland Primary School	5	Adequate	→	7	-	4	3
Belmont Junior School	5	Adequate	↔	8	-	5	3
Rokesly Infant & Nursery School	5	Adequate	↔	4	1	2	1
Lea Valley Primary School	5	Limited	→	11	2	5	4
Stroud Green Primary School	5	Limited	→	10	2	8	-
Totals				81	5	52	24



03 Benchmarking

This section compares the Assurance Levels and categorisation of recommendations made in the schools audits in 2019/20 and 2020/21.

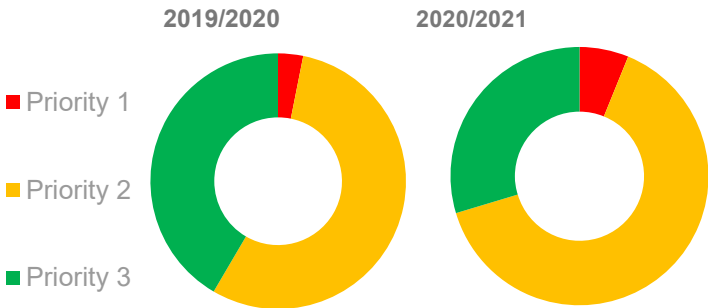
Comparison of Assurance Levels



Of the 17 audits in 2020/21, four received 'Substantial' assurance, 11 received 'Adequate' assurance, and two received 'Limited' assurance.

In 2019/2020, 18 audits providing overall assurance were completed. Of the 18, two received 'Substantial' assurance, 10 received 'Adequate' assurance, four received 'Limited' assurance and two received 'Nil' assurance.

Comparison of Recommendation Gradings



The total number of recommendations made in the year was 81. This represents an decrease of 109 from the prior year (190), however this is due to the refocusing of the schools audit programme. The proportion of Priority 1 recommendations has doubled from 3% to 6% of total recommendations raised, although the number has fallen from 6 to 5..



04 Overall Assessment of Control and Recommendations Raised

Area of Scope	Total	Recommendations Raised		
		1	2	3
Governance	35	3	20	12
School Improvement Plan and OFSTED	0	-	-	-
Budget Setting and Budget Monitoring	4	-	3	1
Staffing	8	1	5	2
Disbursement Accounting Records	28	1	23	4
Other Income	3	-	1	2
School Meals	3	-	-	3
Information Governance	0	-	-	-
Insurance and Health & Safety	0	-	-	-
Totals	81	5	52	24

We take responsibility to the London Borough of Haringey for this report which is prepared on the basis of the limitations set out below.

The responsibility for designing and maintaining a sound system of internal control and the prevention and detection of fraud and other irregularities rests with management, with internal audit providing a service to management to enable them to achieve this objective. Specifically, we assess the adequacy and effectiveness of the system of internal control arrangements implemented by management and perform sample testing on those controls in the period under review with a view to providing an opinion on the extent to which risks in this area are managed.

We plan our work in order to ensure that we have a reasonable expectation of detecting significant control weaknesses. However, our procedures alone should not be relied upon to identify all strengths and weaknesses in internal controls, nor relied upon to identify any circumstances of fraud or irregularity. Even sound systems of internal control can only provide reasonable and not absolute assurance and may not be proof against collusive fraud.

The matters raised in this report are only those which came to our attention during the course of our work and are not necessarily a comprehensive statement of all the weaknesses that exist or all improvements that might be made. Recommendations for improvements should be assessed by you for their full impact before they are implemented. The performance of our work is not and should not be taken as a substitute for management's responsibilities for the application of sound management practices.

This report is confidential and must not be disclosed to any third party or reproduced in whole or in part without our prior written consent. To the fullest extent permitted by law Mazars LLP accepts no responsibility and disclaims all liability to any third party who purports to use or reply for any reason whatsoever on the Report, its contents, conclusions, any extract, reinterpretation amendment and/or modification by any third party is entirely at their own risk.

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The results of internal audit's follow-up work on the 2019/20 school audits

Follow up of 2019/20 audits School	Assurance	Recommendations raised				Recommendations Implemented (Impl)				Partly Impl.	Not Impl.	N/A
		Priority 1	Priority 2	Priority 3	Total	Priority 1	Priority 2	Priority 3	Total	Total	Total	Total
Belmont Infant School	Limited	0	6	9	15	0	6	9	15	0	0	0
Blanche Neville School	Adequate	0	2	3	5	0	2	3	5	0	0	0
Coleridge Primary	Adequate	0	5	4	9	0	5	4	9	0	0	0
Gladesmore Community School	Substantial	0	2	0	2	0	2	0	2	0	0	0
Lordship Lane Primary School	Limited	0	8	6	14	0	2	6	8	1	5	0
Muswell Hill	Adequate	0	4	5	9	0	3	5	8	0	0	1
Pembury House Nursery and Children's Centre	Limited	2	6	3	11	2	6	3	11	0	0	0
Seven Sisters Primary	Adequate	0	5	6	11	0	5	6	11	0	0	0
Saint Aiden's Voluntary Controlled Primary School	Adequate	0	5	3	8	0	0	3	3	0	5	0
Saint Gilda's Catholic Primary School	Adequate	0	4	7	11	0	3	6	9	0	0	2
Saint John Vianney Primary School	Adequate	0	6	4	10	0	3	4	7	3	0	0
Saint Mary's Priory Catholic Infants and Junior School	Adequate	0	6	1	7	0	4	1	5	2	0	0
Saint Michael's Church of England Primary School	Substantial	0	1	5	6	0	1	5	6	0	0	0
The Brook Special School	Limited	0	7	5	12	0	5	4	9	1	0	2
The Vale	Adequate	1	3	1	5	1	3	1	5	0	0	0
Weston Park Primary School	Adequate	0	2	7	9	0	2	7	9	0	0	0
Overall Total		3	72	69	144	3	52	67	122	7	10	5

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Schools Forum Workplan 2021-22						
Date of meeting	Agenda item	Report	Report Author (s)	Report deadline	Pre-meeting date	For noting/ Decision
21 October 2021	Election of Chair	None	N/A	N/A	07 October 2021	Decision
	DEDICATED SCHOOLS BLOCK					
	2022-2023 DSG Funding Model Strategy	Report	Brian Smith/Muhammed Ali	04 October 2021	07 October 2021	Decision
	2023-2024 NFF DSG consultation response	Report	Brian Smith/Muhammed Ali	04 October 2021	07 October 2021	For noting
	HIGH NEEDS BLOCK					
	SEND Strategy	Report	Mary Jarrett/Brian Smith	04 October 2021	07 October 2021	For noting
	DSG/HNB Recovery Plan	Report	Mary Jarrett/Brian Smith	04 October 2021	07 October 2021	For noting
	The restructure and scrutiny panel	Report	Eveleen Riordan	04 October 2021	07 October 2021	For noting
	Place Planning update (VERBAL update)	Verbal update	Eveleen Riordan	N/A	N/A	For noting
	2020-21 Schools annual audit report	Report	Minesh Jani/Vanessa Bateman	04 October 2021	07 October 2021	For noting
	Update from DSG working party	Minutes from previous meeting	Josephine Lysett		07 October 2021	For noting
	Update from High Needs working party	Minutes from previous meeting	Martin Doyle	04 October 2021	07 October 2021	For noting
	Update from Early Years working party	Minutes from previous meeting	Melian Mansfield	04 October 2021	07 October 2021	For noting
02 December 2021	Dedicated Schools Block Budget Strategy 2021-22	Report	Brian Smith/Muhammed Ali	15 November 2021	18 November 2021	For noting
	DSG/HNB Recovery Plan	Report	Mary Jarrett/Brian Smith	15 November 2021	18 November 2021	For noting
	Schools in Financial difficulty update	Report	Brian Smith/Muhammed Ali	15 November 2021	18 November 2021	For noting
	Update from DSG working party	Minutes from previous meeting	Josephine Lysett	15 November 2021	18 November 2021	For noting
	Update from High Needs working party	Minutes from previous meeting	Martin Doyle	15 November 2021	18 November 2021	For noting
	Update from Early Years working party	Minutes from previous meeting	Melian Mansfield	15 November 2021	18 November 2021	For noting
13 January 2022	Schools consultation response and decision on schools funding formula 2022-23	Report	Brian Smith/Muhammed Ali	16 December 2021	05 January 2022	Decision
	Update on use of the growth fund 2021-22	Report	Eveleen Riordan/Carlo Kodosi	16 December 2021	05 January 2022	For noting
	Central School Services block update	Report	Brian Smith/Muhammed Ali	15 November 2021	18 November 2021	For noting
	High Needs Block update	Report	Mary Jarrett	16 December 2021	05 January 2022	For noting
	Early years block update	Report	Ngozi Anuforo	16 December 2021	05 January 2022	For noting
	Update from DSG working party	Minutes from previous meeting	Josephine Lysett	16 December 2021	05 January 2022	For noting
	Update from High Needs working party	Minutes from previous meeting	Martin Doyle	16 December 2021	05 January 2022	For noting
	Update from Early Years working party	Minutes from previous meeting	Melian Mansfield	16 December 2021	05 January 2022	For noting
24 February 2022	Update on dedicated schools budget including CSSB and HNB 2021-22	Report	Brian Smith/Muhammed Ali	07 February 2022	10 February 2022	For noting
	DSG/HNB Recovery Plan	Report	Mary Jarrett/Brian Smith	07 February 2022	10 February 2022	For noting
	Update on growth fund	Report	Eveleen Riordan/Carlo Kodosi	07 February 2022	10 February 2022	For noting
	Update from DSG working party	Minutes from previous meeting	Josephine Lysett	07 February 2022	10 February 2022	For noting
	Update from High Needs working party	Minutes from previous meeting	Martin Doyle	07 February 2022	10 February 2022	For noting
	Update from Early Years working party	Minutes from previous meeting	Melian Mansfield	07 February 2022	10 February 2022	For noting
14 July 2022	Election of Chair	None	N/A	N/A		Decision
	Dedicated schools budget outturn 2021-22	Report	Brian Smith/Muhammed Ali	29 June 2022	4 July 2022	For noting
	Schools in Financial difficulty update	Report	Brian Smith/Muhammed Ali	29 June 2022	4 July 2022	For noting
	Outcome of internal audit programme 2021-22	Report	Minesh Jani/Vanessa Bateman	29 June 2022	4 July 2022	For noting
	DSG/HNB Recovery Plan	Report	Mary Jarrett/Brian Smith	29 June 2022	4 July 2022	For noting
	Update from DSG working party	Minutes from previous meeting	Josephine Lysett	29 June 2022	4 July 2022	For noting
	Update from High Needs working party	Minutes from previous meeting	Martin Doyle	29 June 2022	4 July 2022	For noting
	Update from Early Years working party	Minutes from previous meeting	Melian Mansfield	29 June 2022	4 July 2022	For noting
	Forum membership report	Report	Neetha Atukorale	29 June 2022	4 July 2022	Decision
	Review terms of reference	Report	Neetha Atukorale	29 June 2022	4 July 2022	Decision

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Agenda Item

Report Status

For information/note ☐
For consultation & views ☐

Report to Haringey Schools Forum – date

Report Title: Report on the Restructure and Scrutiny Panel

Author: Eveleen Riordan, Assistant Director Schools and Learning

Contacts

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Email: eveleen.riordan@haringey.gov.uk

Purpose: To report to Schools Forum on the work of the Panel since its inception and to advise on a proposed to the criteria under which schools can approach the panel to agree any projected redundancy costs.

Recommendations: This report is for noting the work of the Restructure and Scrutiny Panel and the proposed revision to the criteria for paying redundancy costs.

1. Introduction

- 1.1. On 13 July 2017, Schools Forum considered a report asking for a proposed amendment to section 12 of the Financial Scheme of Delegation for Schools to reflect the need to, among other things:
 - appropriately and robustly challenge restructure proposals that have redundancy implications.
- 1.2. The report made a recommendation to:
 - agree amendments to section 12 of the Financial Scheme of Delegation to reflect increasing redundancy costs to the Local Authority (LA).
- 1.3. The primary legislation relating to redundancy in community and voluntary aided (VA) schools is set out in section 37 of the Education Act 2002 which makes clear that decision-making responsibility in securing the termination of employment contracts for teaching and

support staff in schools through redundancy lies with the governing body.

- 1.4. Consequently the Local Authority role in consideration of any matter of possible staff redundancy is only in making decisions about funding to support any such proposal.
- 1.5. Section 37 of the Act makes it clear that the costs incurred in respect of securing the dismissal of staff through redundancies shall not come from the school's delegated budget unless the Local Authority has good reason for refusing to fund all or part of the costs. 'Good reason', while not defined, can include that the LA believes that the proposed redundancy was unnecessary, efforts to secure redeployment were not adequately explored, where payments are too high or if the school **holds a surplus revenue budget which could reasonably be used to fund the additional costs.**

2. Panel outcomes

- 2.1. Since September 2017, a panel¹ of officers and Head teachers has convened monthly in term time to consider any restructure proposals from our community and VA schools. The panel is chaired by the Assistant Director for Schools and Learning and includes: two primary Head teachers, one secondary Head teacher, and Council officers from schools finance and HR.
- 2.2. Below (Table 1) is an example of how the panel has determined applications to the panel in the last two years.

¹ <https://www.haringey.gov.uk/children-and-families/schools-and-education/schools-hr/restructure-and-scrutiny-panel>

Table 1 - summary of applications to Panel (anonymised) for the last two years.

Date	Schools	No of Schools	Redundancy Amount	Actual/Budgeted
16-Sep-19	Primary	1	59,532.84	Actual
09-Oct-19	Cancelled	No applications		
05-Nov-19	Cancelled	No applications		
11-Dec-19	Primary	1	TBC	
	Secondary	1	TBC	
05-Feb-20	Primary	1	66,926.92	
04-Mar-20	Primary	1	91,596.00	Actual
03-Jun-20	Cancelled	No applications		
15-Jul-20	Primary	2	35,823.53	Actual
			TBC	
11-Sep-20	Primary	4		
			12,362.48	Budgeted
			0.00	
			62,307.66	Budgeted
14-Oct-20	Primary	1	165,990.15	Budgeted
18-Nov-20	Primary	1	45,827.60	Budgeted
16-Dec-20	Primary	1	6,907.56	Budgeted
10-Feb-21	Primary	1	13,096.00	Budgeted
24-Mar-21	Primary	1	61,799.00	Budgeted
	Secondary	1	TBC	TBC
27-Apr-21	Primary	3	70,440.87	Budgeted
			72,609.59	Actual
			257,697.98	Budgeted
29-Jun-21	Primary	1	1,392.19	

- 2.3. Overall, the panel has worked well. It provides a positive platform for schools to bring their restructure proposals, to accept challenge and question, and to ensure that redundancies going through are a last resort when alternatives have been considered and where redundancy is needed to keep the school within budget for the coming years.
- 2.4. The panel has only refused a small number of applications (two) where it is clear either that the restructure doesn't provide any financial saving that is able to contribute towards keeping the school out of licensed deficit, or where there are reserves within the school to enable them to pay for any redundancy costs. It is likely that the criteria and requirements for submitting an application to the panel have ensured a high standard of applications from schools. Following review at the panel, several schools have also had to come back with stronger evidence or a revised approach before being accepted.

- 2.5. A survey will be dispatched to schools in November 2021 to ask them for their feedback about how they have found the Panel experience and to see if there are any aspects of the panel that can be fine-tuned while still operating within the remit as set out in the 2017 Forum report.

3. Future panel criteria

- 3.1. There is one issue that has arisen in recent months, which requires the consideration of Forum in terms of the process for the Panel. As outlined above, where a school is proposing a restructure and the school holds a surplus revenue budget which could reasonably be used to fund the additional costs, the panel does not agree that the LA will fund the restructure costs. It is considered that there is capacity within the school to be able to fund the restructure and in doing so, get the school to a more sound financial position going forward.
- 3.2. However, we have had some instances where schools come to the Panel with a proposed restructure which is required to keep the school solvent but where there are reserves in the budget to fund the restructure. However, without the restructure, those reserves are projected to diminish very quickly and send the school into a licensed deficit position. There was historical evidence that the schools had been soundly managed financially and that all steps had been taken to ensure the schools remained financially healthy.
- 3.3. A report will be brought to the next Forum (December 2021) to consider an adjustment to the panel criteria to allow for schools to implement a restructure in advance of a move to a deficit budget (and therefore the need for a licensed deficit) and where such a move will allow the school to retain a positive budget going forward. In allowing such cases to go forward, the panel will want to be reassured of the following:
 - a) that the school can demonstrate historic sound financial planning;
 - b) that the restructure put forward is a last resort and that it is evidenced that the restructure will avoid a deficit position within the next 18 months.

4. Conclusion

- 4.1. This report outlines the purpose and remit of the Restructure and Scrutiny Panel. It provides an overview of the last two years of Panel applications and indicative costs to the LA of redundancy costs.

- 4.2. This report outlines that a survey will be provided for all schools to seek views on the effectiveness of the panel process and how schools have found the experience.
- 4.3. The report also outlines that a recommendation will be brought to panel about the merit of allowing a slight change to the panel criteria, to allow those schools who need to restructure to avoid a deficit budget, are allowed to do so within 18 months of that projected deficit to allow them to stabilise their finances and ensure that any projected deficit is avoided.

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