

NOTICE OF MEETING

Haringey Schools Forum

1. CHAIR'S WELCOME

2. APOLOGIES, SUBSTITUTE MEMBERS, AND OBSERVERS

Clerk to report.

3. DECLARATIONS OF INTEREST

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

4. MINUTES OF THE MEETING OF 9 FEBRUARY 2023 AND 8 MARCH 2023 (PAGES 1 - 14)

Matters arising

5. ELECTION OF THE CHAIR (PAGES 15 - 18)

Paper regarding election of Chair from 2023/24 [Ann Graham /Jane Edwards]

6. ELECTION OF THE VICE-CHAIR

7. FORUM MEMBERSHIP AND TERMS OF REFERENCE (PAGES 19 - 32)

To review the membership and terms of reference of the Forum [Anne Etchells]

8. UPDATE FROM WORKING PARTIES (PAGES 33 - 44)

To receive an update from the working parties not covered within the agenda.

A To receive the minutes from the Early Years working party.

B To receive the minutes from the High Needs working party

C To receive an update from the Dedicated School Block working party.

9. AP COMMISSIONING AND HLP FUNDING

To receive a paper on Alternative Provision commissioning and HLP funding [Caroline Brain/Ginny Thorne]

To note that the papers are embargoed: not to be shared outside of the Schools Forum membership.

10. SAFETY VALVE PROGRAMME UPDATE (PAGES 45 - 58)

To receive an update on the Safety Valve Programme. [Mary Jarrett /Patricia Harvey]

11. DEDICATED SCHOOLS BLOCK / DSG OUTTURN 2022/23 (PAGES 59 - 68)

Verbal update on dedicated schools budget [Neil Sinclair /Patricia Harvey]

12. UPDATE ON EWO REFORM AND ACCOUNT OF £122K EXPENDITURE CENTRAL SCHOOL SERVICES BLOCK UPDATE

To receive a briefing on any updates on the EWO reform progress. To note a full report to be received at October 2023 meeting. [Jane Edwards]

13. OUTCOME OF INTERNAL AUDIT PROGRAMME 2022-23 (PAGES 69 - 82)

To receive a paper on the internal audit programme. [Minesh Jani/Vanessa Bateman]

14. UPDATE ON LTNS

To receive an update on the impact of LTNs [Cllr Zena Brabazon /Jane Edwards]

15. PROPOSED MEETING DATES FOR 2023-2024

- Thursday 12 October 2023 at 4pm
- Thursday 7 December 2023 at 4pm
- Thursday 11 January 2024 at 4pm
- Thursday 8 February 2024 at 4pm
- Thursday 4 July 2024 at 4pm

16. ANY OTHER URGENT BUSINESS

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Head of Legal & Governance (Monitoring Officer)
George Meehan House, 294 High Road, Wood Green, N22 8JZ

Friday, 30 June 2023

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MINUTES OF HARINGEY'S SCHOOLS FORUM MEETING WEDNESDAY 8 MARCH 2023 AT 4PM

Held Virtually: Over Teams

School Members		
Headteachers		
Special (1)	(A)Martin Doyle (Riverside)	
Nursery Schools (1)	Sian McDermott	
Primary (7)	Mary Gardiner (West Green)	Julie D'Abreu (Devonshire Hill Nursery & Primary)
	Stephen McNicholas (St John Vianney)	Paul Murphy (Lancasterian)
	Ian Scotchbrook (South Haringay)	Linda Sarr (Risley Avenue)
	Will Wawn (Bounds Green) [Chair]	
Secondary (2)	Jo Davey (Fortismere)	Vacancy
Primary Academy (1)	(A)Simon Knowles (LDBS Academies Trust)	
Secondary Academies (3)	(A) Michael McKenzie (Alexandra Park)	(A)Angela Wallace (Woodside High)
	Vacancy	
Alternative Provision (1)	(A)Gerry Robinson	
Governors		
Special (1)	Phil Di Leo (The Vale)	
Nursery School (1)	Melian Mansfield (Pembury)	
Primary Maintained (7)	John Keever (Seven Sisters)	Dan Salem (Muswell Hill Primary)
	Andrew Willett (Willow Primary)	Alex MacAskill (West Green Primary)
	Helen Froggatt (St Aidan's Primary)	(A)Jenny Thomas (Lordship Lane)
	Vacancy	
Secondary Maintained (3)	Laurence Penn (Highgate Wood)	Vacancy
	Sylvia Dobie (Park View)	
Primary Academy (1)	Vacancy	
Secondary Academies (3)	Andrea Henry (Greig City Academy)	Vacancy
	Vacancy	
Alternative Provision (1)	Laura Butterfield (HLP) [Vice Chair]	
Non-School Members		
Non-Executive Councillor	(A)Cllr Ibrahim Ali	
Trade Union Representative	Paul Renny	
Professional Association Representative	Ed Harlow	
Faith Schools	(A)Geraldine Gallagher	
14-19 Partnership	(A)Kurt Hintz	
Early Years Providers	Susan Tudor-Hart	

Observers	
None	
Cabinet Member for CYPS	
Cllr Zena Brabazon	
Also Attending	
Assistant Director, Schools & Learning	Jane Edward
Assistant Director, Commissioning & Programmes	Caroline Brain
Head of CYP Commissioning	Kevin Taggart
Head of Finance	Neil Sinclair
Interim Schools Finance Manager	Brian Smith
Chief Executive HEP	James Page
Clerk (HEP)	Corinne David

(A) Absent

1. CHAIR'S WELCOME

The Chair welcomed everyone to the meeting.

2. APOLOGIES, SUBSTITUTE MEMBERS AND OBSERVERS

2.1 The Clerk confirmed that apologies for absence had been received from:

- Jackie Difolco (Assistant Director, Early Help, Prevention & SEND Division)
- Mary Jarrett (Head of Service, Integrated SEND)
- Anne Etchells (Lead for Governor Services)
- Simon Knowles (LDBS Academies Trust)
- Cllr Ibrahim Ali
- Anne Graham (Director of Children's Services)
- Josephine Lyseight Assistant Director of Finance (Deputy S151 Officer)

3. DECLARATIONS OF INTEREST

3.1 No declarations of interest were made.

4. EARLY YEARS BLOCK

4.1 Kevin Taggart took the forum through the power point 'Early Years DSG block funding 2023-24' which had been circulated prior to the meeting. Noted that the information has already been received and scrutinised at the Early Years Working Group. The Highlights were:

- a) Total 2023/24 funding allocation stood at £21,051,258.
- b) Total 3- & 4-year-old funding stood at £16,733,467; of which £12.5million allocated to 3&4 YO universal Free entitlement (15 hours) and £4.1 million allocated to 3&4 YO extended free entitlement.
- c) Total of £1.2 million reduction: TPPG, 5% LA retained funding and quality supplement.
- d) Total funds available for allocation stood at £15,485,310.
- e) Two proposed options for allocating deprivation funding:
 - 1) Option 1. Universal approach – maximise the hourly rate for all settings by paying every setting 3&4 YO deprivation funding.
 - 2) Option 2. Targeted approach – only pay 3 & 4 YO eligible for EYPP deprivation funding.
- f) Option 1. Total universal funding rate £5.70 p/h. The contingency funds reallocated to the base rate. The result is an increase of £0.02p/h in the base rate.
- g) Option 2. Models for funding settings without a deprivation funding ranged from £5.64 to £5.69. Funding for settings with deprivation funding ranged from £5.74 to £6.04. It includes a contingency to mitigate uptake in provision increase only.

- 4.2 The recommendation from the EY working group was to agree Option 1. The following was noted:
- It ensures the most equitable distribution of deprivation funding for all early years settings.
 - There was no contingency fund.
 - The hourly rate for all 3- and 4-year-olds settings would be £5.70.
 - For financial year 2024-25 there would be a review of the early years funding formula and how it is best used to target children in deprivation.
- 4.3 Noted in previous draft iterations of the Early Years DSG block funding 2023-24 and minuted at the last Forum; there had been a large contingency fund to support those setting in financial difficulty; this would not be available within option 1.
- 4.4 Melian Mansfield was invited by the Chair to provide comments on the proposed options. Melian Mansfield provided a short summary of the journey resulting in the current situation; this was noted as:
- In 22/23 the funding provided to settings was higher than it should have been.
 - The increased amount had been paid from April 2022.
 - The error was discovered in January 2023.
 - Before this the Early Years working group and Schools Forum had been told that there had been an underspend in 2021/22 and 22/23.
 - The Early Years working group had reviewed programmes to make best use of the underspend; however, this has been withdrawn with the money used to offset the over payment.
 - The Early Years working group has meet 4 times in January and February; reviewing the consequences for settings.
 - The funding envelope (£15.4 million) is the allocation from the Government, which the LA must work with. See item 4.1.
 - There will be large funding reduction this year with settings having to deal with the consequences and make make compensations.
 - Five different options were reviewed.
 - Option 1 provided the highest funding envelope to all settings.
 - When 0–5-year-olds have good quality education and early interventions they have the best possible outcomes in future years.
- 4.5 Susan Tudor-Hart was invited by to provide comments on the proposed options. When the contingency envelope was reviewed and applied, it would not help many settings. The other options required significant application which would delay the distribution of funding. Option 1 is a simple calculation, allowing the money to be passported out to settings quickly.
- 4.6 *Q: How acceptable is it for the pupil premium money to be passported to all settings?*
- A: Early Years Pupil Premium is still being paid out. Historically this was funded using different applications of data sources which were reviewed in detailed. It is difficult to pre-judge what the result of the over payment for 2022/23 is. An impact review has been requested and will be undertaken as the year progresses.
- 4.7 *Q: Would deprivation funding be passported to all setting in 2024/25 forward?*
- This formula would only be used for one year only. it is a one-year decision due to the extreme circumstances. The Early Years working party will be reviewing the best options to allocate and target funding from 2024/25 onwards.
- 4.8 Members noted that no option provided a satisfactory solution to the current situation. It is a difficult position for all settings; however, there was a requirement to move forward and where necessary the LA will provide officer support and advice where it can. Each setting will have their own challenges to overcome.

4.9 Q: *What would be the position if settings informed the LA that they would have to close due to the funding levels?*

A: Officers have discussed this scenario and what support / interventions could be offered. There are no additional funds that could be access; but officers can make themselves available to provide settings.

4.10 Members discussed the scenario if there were to be an underspend during 23/24 and the possibility of funding some of the proposed projects noted in January meeting. The LA noted that some of the projects had already been agreed and will continue. Officers had been tasked with improving lines of communication; providing clarification on what projects are being funding and what the wish list projects are to allow the LA to take forward possible projects if funds become available.

4.11 The Chair recommended that option 1 Total universal funding rate pf £5.70 p/h to the Forum for agreement.

Schools Forum UNANIMOUSLY AGREED option 1: total universal funding rate of £5.70 p/h for all 3- & 4-year-old settings

4.12 The Chair made further recommendations/actions:

- a) Communication with a wide range of different setting about the new funding was undertaken tactfully, sensitively and swifty. Noted that Caroline Brain has draft a letter which support from Melian Mansfield and Susan Tudor-Hart.
- b) Expectation that the LA will undertake an ongoing impact assessment; with a written report to be received at the July Schools Forum meeting.
- c) Early Years working group to hold a further meeting before the end of term to review how the receipt of the new funding formula and allocations have been received.
- d) The LA to be proactive and inform the Early Years Working group in any under/overspend as soon as it identified.

4.1 LA Officers were invited to attend a PVI meeting to explain the current situation and the approach used in the current funding formula.

5. FORMAT OF AND NEXT MEETING

5.1 **AGREED that the next meeting will take place face to face at HEP on Thursday 13 July 2023 starting at 4PM.**

5.2 Agenda item

Consider a mixed model approach for meetings in 2023/24 (some meetings face to face others virtual).

6. ANY OTHER URGENT BUSINESS

6.1 The Chair noted that an action from the February meeting was for the finance team to inform school of the school level funding amounts. The Chair enquired when would this be shared with schools, to allow work on budgets to be undertaken. Brain Smith informed the Forum that the information should be ready for circulation by the end of the week (10 March 2023).

The Chair thanked members for attending and closed the meeting at 5pm.



MINUTES OF HARINGEY'S SCHOOLS FORUM MEETING THURSDAY 9 FEBRUARY 2023 AT 4PM

AT HEP:Inderwick Road, Crouch End N8

Attendance

School Members		
Headteachers		
Special (1)	Martin Doyle (Riverside)	
Nursery Schools (1)	Sian McDermott	
Primary (7)	(A)Mary Gardiner (West Green)	Julie D'Abreu (Devonshire Hill Nursery & Primary)
	(A)Stephen McNicholas (St John Vianney)	Paul Murphy (Lancasterian)
	(A)Ian Scotchbrook (South Haringay)	Linda Sarr (Risley Avenue)
	Will Wawn (Bounds Green) [Chair]	
Secondary (2)	Jo Davey (Fortismere)	Vacancy
Primary Academy (1)	(A)Simon Knowles (LDBS Academies Trust)	
Secondary Academies (3)	(A)Michael McKenzie (Alexandra Park)	Angela Wallace (Woodside High)
	Vacancy	
Alternative Provision (1)	Gerry Robinson	
Governors		
Special (1)	Phil Di Leo (The Vale)	
Nursery School (1)	Melian Mansfield (Pembury)	
Primary Maintained (7)	(A)John Keever (Seven Sisters)	Dan Salem (Muswell Hill Primary)
	Andrew Willett (Willow Primary)	Alex MacAskill (West Green Primary)
	(A)Helen Froggatt (St Aidan's Primary)	Jenny Thomas (Lordship Lane)
	Vacancy	
Secondary Maintained (3)	Laurence Penn (Highgate Wood)	Vacancy
	Sylvia Dobie (Park View)	
Primary Academy (1)	Vacancy	
Secondary Academies (3)	Andrea Henry (Greig City Academy)	Vacancy
	Vacancy	
Alternative Provision (1)	Laura Butterfield (HLP) [Vice Chair]	
Non-School Members		
Non-Executive Councillor	Cllr Ibrahim Ali	
Trade Union Representative	(A)Paul Renny	
Professional Association Representative	(A)Ed Harlow	

Faith Schools	(A)Geraldine Gallagher
14-19 Partnership	(A)Kurt Hintz
Early Years Providers	Susan Tudor-Hart
Observers	
None	
Cabinet Member for CYPS	
Cllr Zena Brabazon	
Also Attending	
Director of Children's Services	(A)Ann Graham
Assistant Director of Finance (Deputy S151 Officer)	Josephine Lyseight
Assistant Director, Schools & Learning	Jane Edward
Assistant Director, Commissioning & Programmes	Caroline Brain
Assistant Director, Early Help, Prevention & SEND Division	Jackie Difolco
Principal Advisor for Early Years	Nick Hewlett
Head of CYP Commissioning	Kevin Taggart
Early Help Commissioning Manager	Julia Bleet
Head of Finance	Neil Sinclair
Interim Schools Finance Manager	Brian Smith
Finance Business Partner (schools & Learning)	(A)Muhammed Ali
Head of Service, Integrated SEND	(A)Mary Jarrett
Chief Executive HEP	(A)James Page
Lead for Governor Services (HEP)	Anne Etchells
Clerk (HEP)	Corinne David

(A) Absent

1. CHAIR'S WELCOME

1.1 The Chair welcomed everyone to the meeting.

2. APOLOGIES, SUBSTITUTE MEMBERS AND OBSERVERS

2.1 The Clerk confirmed that apologies for absence had been received from:

- Mary Gardiner (West Green Headteacher)
- Ian Scotchbrook (South Haringay Headteacher)
- Michael McKenzie (Alexandra Park Headteacher)
- Simon Knowles (Executive Headteacher LDBS Academies Trust)
- Helen Hamnett (St Aidan's Primary governor)
- John Keever (Seven Sisters governor)
- James Page (Chief Executive HEP)
- Ann Graham (LBH Director of Children's Services)

2.2 The Clerk confirmed that there were no substitutions.

3. DECLARATIONS OF INTEREST

3.1 No declarations of interest were made.

4. MINUTES OF THE MEETING OF 12 January 2023

4.1 The minutes of the School's Forum meeting held on 12 January 2023 were **AGREED** and **RATIFIED** as a correct record, subject to the following point of accuracy:

- To include the following action point: The Educational Welfare team to present a paper at the July meeting detailing how the £122,000 top slice (agreed in January), was spent, what the KPI's will be and to include school feedback, allowing for SF to objectively review any further top slicing requests for the EW service.

4.2 Matters arising

4.2.1 Item 4.2.2 Vacancies on the School's Forum membership

ACTIONS

a) All members to continue recruitment through all avenues to appoint to vacant positions.

b) Will Wawn to follow up with Secondary Academies to try and recruit to vacancies

c) For each block that had vacancies, elections to take place to select members to the Forum.

d) HEP to continue to email all Governors regarding Governor vacancies on Schools Forum. Governor Forum members to make request for members at relevant Chairs and Governor meetings.

4.2.2 Item 4.2.4 Impact of the Safety Valve (SV) programme on Post 16 young people

Kurt Hintz and Jackie Difulco have arranged a meeting to discuss impact of the SV programme on Post 16 young people. Update to be provided at the next meeting.

4.2.3 Item 4.2.6 FSM by Super output areas

Finance team to review FSM by super output areas: Brian Smith to forward information to Chi, copying in Will Wawn and Nick Hewlett.

4.2.4 Item 6.1.3 Impact of LTNs on schools

Cllr Brabazon informed SF that two meetings had taken place with PVI's and other providers, to collect comments and evidence of the LTNs impact on settings, pupils and families. Information and views are still being gathered. Noted that SEND transport has been consulted. LTNs to be an agenda item at the July meeting.

4.2.5 Item 7.4 Model for change programme

The model for change programme group met on 2 February 2023.

5. FORUM MEMBERSHIP

5.1 The Clerk informed the Forum of the following changes to the membership:

- New member: Andrea Henry governor at Greig City Academy.
- Kuljit Rahelu (Headteacher for Hornsey School for Girls) stood down from the forum on 2 February 2023.

5.2 The following vacancies were noted:

- 1 Secondary Academy Headteacher
- 1 Secondary Maintained Headteacher
- 1 Primary Maintained Governor
- 1 Primary Academy Governor
- 1 Secondary Governor
- 2 Secondary Academy Governors

ACTION See item 4.2.1

6. UPDATE FROM WORKING PARTIES

To receive an update from the working parties not covered within the agenda.

6.1 Early Years (EY) working party.

Members noted receipt of the draft minutes from the meeting held on 25 January 2023. Noted that EY working group has also met on 30 January and 6 February 2023. The main focus areas of discussions were:

- At the October SF members were informed of an underspend. The EY working group worked on proposals to allocate the underspend to projects to best support EY settings.
- On 25 January the EY working group was informed that the reported underspend was no longer available. The EY working group discussed how to fund those projects.
- In June, 12 settings were told that they received over payments for 2 year old funding; with the money clawed back. January the EY working group was then informed that there had been an over spend of £1m within 3 & 4 year old funding stream. The LA wouldn't be clawing back the money.

See item 12 for further discussions.

6.2 High Needs Block (HNB) working party.

Members noted receipt of the draft minutes from the meeting held on 24 January 2023. Noted that the main focus areas of discussions were:

- 19–25 year old students with complex needs and access to courses within CONEL.
- The role of HNB in the context of SV programme. The group will be meeting after half term to review terms of reference and how the HNB works with SV to deliver the programme.

6.3 Dedicated School Block working party.

See item 8.

7. **HIGH NEEDS BLOCK**

Jackie Difolco provided the Forum with a verbal update on the current Safety Valve application. Noted that the Council was asked to revise and resubmit the application. This was done within the deadline provided by the DfE.

8. **DEDICATED SCHOOLS BLOCK**

Brain Smith informed the Forum that the school level amounts had not yet been announced; expecting this by May.

ACTION Feedback on school level amounts to be received at the July meeting.

9. **CENTRAL SCHOOL SERVICES BLOCK**

Brian Smith took the Forum through the Central School Services Block update paper. The highlights were:

- a) CSSB funds local authorities for the statutory duties that they hold for both maintained schools and academies
- b) Haringey's provisional CSSB allocations for the financial year 2023/24 is £2.710m (£2.785m FY 2022-23)
- c) Financial year 2022-23: The maximum per-pupil funding for ongoing responsibilities each LA received was minus 2.5%. Haringey has seen the funding rate reduce by 2.5% and the pupil numbers fall by 1.9% and the overall funding for Haringey reduced by 4.4%.
- d) Financial year 2023/24: The maximum per-pupil funding for ongoing responsibilities each LA will receive is minus 2.5%. Haringey has seen the funding rate reduce by 2.5% and the pupil numbers fall by 0.2% and the overall funding for Haringey has reduced by 2.7%.
- e) Financial year 2024/25: The maximum per-pupil funding for ongoing responsibilities each LA will receive is minus 2.5%. If the pupil numbers remain static, then this will be a further cash reduction of almost £68k.

10. SCHOOLS IN FINANCIAL DIFFICULTY

Brian Smith took the Forum through the schools in financial difficulty paper. The highlights were:

- a) For the year 2022/23, 3 schools are forecasted to finish paying off their loans; 2 new schools received loans; 3 schools had no changes to their repayment profile and 11 schools increased their borrowing.
- b) Schools with deficits are recorded on the Council's risk register and discussed as part of the Schools Improvement Management Group (SIMG) meeting to ensure that there is an appropriate level of support being given to school by the council.
- c) The average deficit has increased from £100k in 2018/19 to £165k in 2022/23.
- d) Nine Haringey schools have gone through the SRMA process. There are a further two schools signed up for the programme during the current financial year.
- e) Schools that go through the SRMA process are expected to implement an Integrated Curriculum led financial planning process which will help schools in creating their own deficit recovery plan.
- f) Common factors affecting schools' budgets were noted as: falling rolls, reduced income from school activities, rising food and utility costs and Senior Leadership Team (SLT) salary costs.

10.1 *Q: Is there any data yet regarding schools that could go into deficit for 23/24?*

A: Yes, the LA receives the quarter returns. Schools that are entering financial difficulty are placed onto the SIMG meeting for review. Noted that this is part of the work the Council undertakes.

10.2 *Q: What capacity does the Council have to review the data from all schools?*

A: Officers are currently reviewing quarterly returns and data.

10.3 Noted that there were local concerns that fall rolls in Tottenham has affected school places in Tottenham. From the 8 schools that have reduced PANs, 6 of them were located within Tottenham. Concerns were raised that the next step was to close schools in Tottenham. Members enquired if birth data from ONS could be shared with PVIs and schools. Noted that children could only be tracked once they receive a UPN.

11. RESTRUCTURE AND SCRUTINY PANEL

Nick Hewlett took the Forum through the Restructure and Scrutiny Panel paper.

11.1 The Panel convenes once a week in term time to consider any restructuring proposals from our community and VA schools. The panel is chaired by the AD for Schools and Learning and includes: one primary Headteacher, one secondary Headteacher, HEP Chief Executive and Council Officers from School's finance and HR. Current vacancy for one Primary Headteacher. Agreed that a SBM would further strengthen the panel's expertise.

11.2 The panel provides challenge and advice to schools to ensure that schools have considered all possible alternatives and is a fair process. This includes difficult conversations on re-structures. The council is supporting schools to make restructures; 7 applications have been made this financial year totalling £450k.

11.3 Haringey Schools HR have been advising schools on their submissions; however, they can only give detailed advice to schools who have signed up to the traded service offer. Schools need to approach their own HR provider before they approach the panel with their proposal.

11.4 *Q: Where does the budget to support the restructures come from?*

A: The money comes from Haringey's general fund. The expectation is the pension cost for employees over the age of 55; which comes from the school's own budget.

12. EARLY YEARS BLOCK

Caroline Brain and Neil Sinclair took the Forum through the Over Allocation of Early Years DSG Deprivation Funding paper.

12.1 The paper and officers acknowledged that errors had been identified in the underlying calculations used for the distribution of the Early Years Dedicated Schools Grant Funding Block (EY DSG) for the financial year 22/23. This had resulted in an overallocation of the deprivation element of the funding that has then been distributed to all settings providing education to 3 & 4 year olds in Haringey. The level of overallocation will be known definitely by the end of March 2023; estimated to be around £1million. The council has a statutory obligation to maintain a balanced budgetary position for the EY DSG Funding Block.

12.2 An explanation of how the overallocation happened was provided. Noted that all 3 & 4 year old settings were paid a total hourly rate of £6.02 p/h, rather than a base rate of £5.65. The deprivation element of £0.37 should only have been paid as a supplement to those settings providing education to 3 & 4 year olds eligible for Early Years Pupil Premium (EYPP).

12.3 To resolve the overallocation and prevent a claw back the following actions will be taken:

- Use the unallocated funding for 2021/22 of £879,000
- Use the unallocated funding for 2022/23 of £344,920
- The projects proposed by the Early Years Working Group (EYWG) will remain under consideration with officers seeking other funding streams.
- When confirmation of actual unallocated funds has been confirmed, officers will inform stakeholders and facilitate discussion and agreement of funding allocation.

12.4 Funds have been identified to support the following projects:

Targeted community groups
Recruitment and training of parent champions
Promotion of the Family Hub offer

12.5 The following actions to prevent any future errors were noted as:

- a) The AD for Commissioning, will review and understand how the errors in the over allocation occurred, to prevent a repeated moving forward. Noted that work on this has already begun.
- b) A review of the end-to-end financial processes is being undertaken; resulting in the development and embedding of new policy, procedures and system gateways.
- c) A Risk Assessment will be undertaken by officers to understand the impact of the correction in hourly rate on providers.
- d) The CYP Programme & Commissioning teams are being restructured into a new unified service, moved into Children's Services under the AD for Commissioning.

- e) New internal governance & reporting systems will be introduced to ensure compliance and management oversight at all stages of the process.
- f) Monthly dashboards will be produced and presented to Haringey's Children's Departmental Management Team, chaired by the DCS to track, and monitor progress and input any measures required to ensure early years sufficiency and, best value.

12.6 *Q: How was £1million overpayment paid out to settings, only discovered in January 2023?*

A: The LA is not where it wants to be in regards to the current staffing capacity. There are two new accountants within the team. There is a need to strength budget monitoring. The internal auditors will be supporting the team moving forward. The officers that reviewed and highlighted the situation are new in post.

12.7 *Q: Is the S105 officer aware of the current situation? Has the LA to consider its financial systems and the processes in place to provide oversight?*

A: Yes, The S105 approved the report and actions moving forward.

12.8 *Q: Is the depravation supplement being paid until the end of the financial year?*

A: Yes, the current payment of £6.02p/h will be paid until the end of March.

12.9 *Q: Have EY settings been notified of the situation?*

A: The Settings have not yet been notified. The LA will write out to settings informing them of the new rate, if the decision is taken and update them of the situation. There will be a drop in funding for settings moving forward.

12.10 Members expressed their concerns and frustrations regarding the current situation. Noted that the whole PVU sector was vulnerable to changes in funding levels. The Forum recommended transparent communication with the PVI and school sector to explain what has happened and the actions taken to prevent a similar situation occurring in the future.

12.11 *Q: What is the impact of this error on children who were born in a pandemic and some PVI run on limited budgets; what help is being provided to them?*

A: The LA is undertaking a risk assessment about the financial impact and what support is required around each organisation. There is a contingency fund for some of the more vulnerable setting to prevent closure. Currently the LA is reacting to things that have happened in the past. The LA is wanting to put safeguarding measures in place and improve communication. A review of what data/ information is collected and what is need to inform service delivery is being undertaken.

12.12 The Chair proposed that Schools Forum vote on the recommendation that the unallocated funding for 2021/22 of £879,000 and the unallocated funding for 2022/23 of £344,920 was used to offset the 2022/23 3 and 4 year old overspend.

Members UNANIMOUSLY AGREED the recommendation to use the unallocated funds from 21/22 and 22/23 to offset the 22/23 overspend in the 3 and 4 year old budget.

12.13 Julia Bleet took the Forum through the paper titled DSG Early Years Funding Budget Allocation 2023/24 (indicative funding).

- 12.14 For 2 year olds Haringey is provided with an indicative allocation with a set hourly rate by the DfE, of which 100% is passported through. This funding provides 15hrs of free early education for eligible children who meet the criteria.
- 12.15 Funding for 3 & 4 year olds is broken down as follows:
- The Teachers Pay and Pension Grant (TPPG),
 - A maximum of 5% centrally retained funding for the LA,
 - An hourly base rate of funding for all 3 & 4 year olds across all providers,
 - Supplement funding, which includes:
 - Deprivation (mandatory supplement)
 - Rurality or sparsity (discretionary supplement)
 - Flexibility (discretionary supplement)
 - Quality (discretionary supplement)
 - English as an additional language (EAL) (discretionary supplement).
- 12.16 Early Year Pupil Premium (EYPP) is provided by DFE for all 3 & 4 year olds who take up the 'universal' 15hrs and are eligible for EYPP. It is paid as a "top up" to the hourly base rate for the hours attended.
- 12.17 Disability Access Fund (DAF) Paid for children eligible for Disability Living Allowance and paid annually to an individual setting as a lump sum. If a child moves setting the funding does not follow the child.
- 12.18 Maintained Nursery School (MNS) Haringey are provided with an indicative amount of funding for the MNS (Woodlands Park, Rowland Hill and Pembury). This is paid monthly and the Teachers Pay and Pension Grant (TPPG) for MNS is included within this funding line as of April 2023.
- 12.19 Noted that the 2022/23 over payment does not have an impact on the funding level/ funding formula for 23/24.
- 12.20 Julia Bleet took the Forum through the two funding options, with worked examples:
- a) Option 1: provide deprivation funding for all 3 & 4 year olds - as is the case in 2022-23.
 - b) Option 2: only provide deprivation funding for 3 & 4 year olds that are eligible for EYPP.
- 12.21 Members noted that with option 2 some settings could see a at potential 6% drop from 2022-23 funding. For the PVI settings there will be significant impact the ability to pay staffing and cover overheads.
- 12.22 *Q: 5% is the maximum that can be retained centrally; was a lower central percentage retention investigated?*
- A: Yes, it was however from 2024/25 this would not be a viable option moving forward.
- ACTION** Officers and Susan Tudor-Hart to meet and discuss deprivation funding.
- 12.23 Members from the EY working party informed SF that as the proposal currently stood they would not be providing any recommendations and requested that before any agreement on 2023/24 funding allocation was taken, a risk assessment on the proposed funding levels was to be undertaken and reassurances that the figures were correct need to be provided.

12.24 Q: *What are the risks of not approving the 3 & 4 year old funding formula today?*

A: The DfE haven't come back with a final deadline for submission, however settings need to start financial planning for 2023/24. The latest would-be mid-march.

12.25 The Chair proposed that an extra-ordinary SF meeting was scheduled to discuss and agree the Early Years Funding Budget Allocation 2023/24.

AGREED **Extra-ordinary SF meeting on 8 March 2023 at 4pm: virtual via Teams**

12.26 Members expressed their concerns and frustrations regarding the current funding situation and uncertainty for Alternative Provision (AP) and Haringey Learning Partnership (HLP). Noted that AP commissioning will be moved into Children's Services under the AD for Commissioning.

ACTION a) AP commissioning and HLP funding paper to be received at the July SF meeting. Gerry Robinson, Mark Chapman (HLP Chair) and Caroline Brain to liaise regarding the paper.

b) Clerk to update the forward work plan and reissue to all members.

13 MEETING DATES FOR 2022-2023

13.1 The dates and format of future meetings were noted as:

- Wednesday 8 March 2023 at 4PM. Virtual over Teams.
- Thursday 13 July 2023 at 4PM. Face to Face at HEP.

14 ANY OTHER URGENT BUSINESS

14.1 Agenda item for Wednesday 8 March 2023:

- EYs funding 2023/24

14.2 The Chair informed the Forum that Brian Smith was leaving the Council and provided his thanks, on behalf of the Forum for his work and dedication during his tenure.

The Chair thanked members for attending and closed the meeting at 6pm.

SUMMARY OF AGREED ACTIONS TO BE CARRIED OUT FOR 13 JULY 2023 MEETING

ITEM	ACTION	FOLLOW UP
4.2.1	<p><u>Vacancies on the School's Forum membership</u></p> <p>a) All members to continue recruitment through all avenues to appoint to vacant positions. b) Will Wawn to follow up with Secondary Academies to try and recruit to vacancies c) For each block that had vacancies, elections to take place to select members to the Forum. d) HEP to continue to email all Governors regarding Governor vacancies on Schools Forum. Governor Forum members to make request for members at relevant Chairs and Governor meetings.</p>	<p>All</p> <p>WW</p> <p>All</p> <p>HEP</p>
4.2.2	<p><u>Impact of the Safety Valve (SV) programme on Post 16 young people</u></p> <p>Update on KH & JD meeting to be provided at the next SF meeting</p>	KH & JD
4.2.3	<p><u>FSM by Super output areas</u></p> <p>Finance team to review FSM by super output areas: Brian Smith to forward information to Chi, copying in Will Wawn and Nick Hewlett.</p>	BS
4.2.4	<p><u>Impact of LTNs on schools</u></p> <p>Update on LTNs to be an agenda item at the July meeting</p>	NH & Clerk
8	<p><u>Dedicated Schools Block</u></p> <p>Feedback on school level funding amounts to be received at the July meeting</p>	Finance
12.22	<p><u>EY deprivation funding</u></p> <p>Officers and Susan Tudor-Hart to meet and discuss deprivation funding</p>	JB & STH
12.26	<p><u>AP paper for July SF meeting</u></p> <p>a) AP commissioning and HLP funding paper to be received at the July SF meeting. Gerry Robinson, Mark Chapman (HLP Chair) and Caroline Brain to liaise regarding the paper. b) Clerk to update the forward work plan and reissue to all members.</p>	GR, CB & Mark Chapman Clerk



**Agenda Item
5**

Report to Haringey Schools Forum –6th July 2023

Report Status

For information/note
 For consultation & views
 For decision

Report Title: Schools Forum Membership

Authors:

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Report Authorised by:

Jane Edwards

Assistant Director for Schools and Learning Service

Email: Jane.Edwards@haringey.gov.uk

Purpose:

1. To update members of Schools Forum Membership and vacancy of Chair in October 2023.

Recommendations:

1. To note and comment in advance of the October meeting of a vacancy of Chair of Schools Forum for 2023/24 academic year and approve proposal.

1 Introduction

- 1.1 Schools Forum Regulations 2012 govern the composition, constitution and procedures of Schools Forums and the use of the Operational and Good Practice Guide provides guidance in relation to matters or advice and information on operation of Schools Forums.
- 1.2 The Schools Forums Regulations provide a framework for the appointment of Members, but comments on allowing a considerable degree of discretion in order to accommodate local priorities and practice.
- 1.3 In accordance with Haringey School Forum Constitution we are advising advance notice to members ..., *no less than 4 months...*, of the vacancy for the Chair of School Forum.
- 1.4 It is considered that the overarching responsibility of the local authority is to ensure Schools Forum operate effectively and efficiently but work collaboratively with representatives of forum and officers to ensure Children and Young People in Haringey are at the very heart of every decision or strategy proposed, agreed and adopted.

2. Membership

- 2.1 Haringey Schools Forum current membership consists of 38 members made up of 24 maintained school members, 8 academy members and 6 non schools' members. The proposal will be 7 non schools' members.
- 2.2 In accordance with the Haringey Schools Forum Constitution, we are notifying Schools Forum, no less than 4 months before the Schools Forum's member term of office expires, and that a re-election process is required to take place.
- 2.3 Membership and terms of office for members is usually discussed and agreed at October meetings and this report is to strategically prepare in advance due to the importance of securing a competent Chair for the start of the new school year.
- 2.4 The current Chair of Schools Forum was previously appointed at the meeting 14 July 2022, and is also a Primary Headteacher member of the Forum, however his school headship concludes at the end of this academic year.

3 Proposal

- 3.1 The current Chair of Schools Forum has been an asset for the efficient and effective operation of Schools Forum and has advised the Local Authority of his continued interest and support if no other member notifies the clerk of their wishes to be nominated as Chair.
- 3.2 Due to the unusual nature of this renewal of membership and re-election because of his headship ceasing but, as part of succession planning, the Local Authority made direct contact with the Department of Education (DfE) to confirm if the re-appointment would be acceptable in accordance with Schools Forum Regulations 2012.
- 3.3 The DfE response reference CI-0197756 dated 25th April 2023, stated ..., *this is permissible if members agree...*, of the renewal of the existing Chair to be

reappointed as Chair of Schools Forum for another term of office i.e., 2023/24 for 12 months with effect from October 2023.

- 3.4 After consulting with the DfE on the clarity on re-appointment, and planning for the new school year, it is our suggestion subject to Schools Forum approval and no other interested parties on reinstatement of the current Chair for another term of office.

Recommendation (i): Schools Forum are asked to:

- Comment on the Schools Forum membership and vacancy of Chair from October 2023.
- Note the comment and advice from the DfE on reappointment.
- Approve reappointment of existing Chair for another term of office with effect from new school year if no other member shows interest.

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**Agenda Item
7**

The Children and Young People's Service

Report to Haringey Schools Forum: 6th July 2023

Report Status

For information/ notes
For consultation and views
For decision

Report Title: Schools Forum Membership and Terms of Reference

Authors: Anne Etchells

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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 schools at the January 2023 Census (dependent on any change subject to decision in Agenda item 5)
2. Adopt the existing Terms of Reference for the 2023/24 academic year, subject to the minor revision re. Governor Services replacing previous Haringey Governors' Association

Report

1. Membership

1.1 At the October 2022 Schools Forum Meeting, the Forum's membership was agreed upon until July 2023. The pupil numbers across Haringey from the January 2022 census were used to agree revision to Forum membership for 2022/23.

1.2 There is still a requirement for the annual review of the number of pupils to ensure that School Forum membership is proportionately representative of pupil numbers, encompassing maintained and academy across Special, Alternative Provision, Nursery, Primary and Secondary schools, based on the total number of pupils registered as on roll.

1.3 The January 2023 census data has been used to inform this report. There has been a small reduction of pupils on roll overall since the January 2022 census data, with some changes in pupil populations. Whilst there has been a reduction in the number of children on roll in Alternative Provision, there is also significant outreach work completed, which is not reflected in this figure.

This report recommends retaining the number and proportion of School Forum places as per 2022/23.

1.4 Table A, below, sets out the number and proportion of pupils' attendance across the school settings and phases.

A general summary of the January 2023 census data shows:

- a total of 38,320 pupils were on roll in Haringey schools (38,365 Jan 2022)
- 8,299 pupils on roll at Secondary Academy schools (8,211 Jan 2022)
- 6,661 pupils on roll at Maintained Secondary schools (6,664 Jan 2022)
- 3,311 pupils on roll at Primary Academy schools (3,291 Jan 2022)
- 17,591 pupils on roll at Primary Maintained schools (17,814 Jan 2022)

Table A

Membership category	No of pupils	Places on Schools Forum
School Members		
Special Maintained	581 (413 Jan 2022)	Percentage allocation 2% 1 x Headteacher place 1 x Governor place
Special Academy	122 (109 Jan 2022)	

Nursery	459 (461 Jan 2022)	Percentage allocation 1% 1 x Headteacher place 1 x Governor place
Primary Maintained	17,591 (17,814 Jan 2022)	Percentage allocation 46% 7 x Headteacher places 7 x Governor places
Primary Academy (Incl. Harris Tottenham all though Primary places)	3311 (3,291 Jan 2022)	Percentage allocation 9% 1 x Headteacher place 1 x Governor place
Secondary Maintained	6661 (6,664 Jan 2022)	Percentage allocation 17% 2 x Headteacher places 2 x Governor places
Secondary Academy (Incl. Harris Tottenham all through Secondary places)	8299 (8,211 Jan 2022)	Percentage allocation 22% 3 x Headteacher places 3 x Governor places
Alternative provision	105 (207 Jan 2022)	Percentage allocation 0.3% 1 x Executive Headteacher place 1 x Management Committee place
Total school places	38,320	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 / Future of Schools Forum

- 2.1 The current terms of reference for Schools Forum can be found in Appendix A. There are no changes presented to Forum membership (See 1.3), however possible change subject to the decision in Agenda item 5.

The nominating organisation for all governors is updated. This was previously listed as the Haringey Governor's Association for Governors representing maintained settings, and Association of Haringey Governors for Governors representing academies. **The recommendation is that the nominating organisation for all governors is amended to Governor Services.**



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 current membership consists of 38 members made up of 24 maintained school members, 8 academy members and 6 non-schools members. *(Revision dependent on decision Agenda item 5)*

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	Governors’ Services (within HEP remit)
7	Primary school staff	Haringey Primary, Early Years and Special Heads Association
7	Primary school governor	Governors’ Services (within HEP remit)
2	Secondary school staff	Haringey Secondary Heads Association
2	Secondary school governor	Governors’ Services (within HEP remit)
1	Special school staff	Haringey Primary, Early Years and Special Heads Association
1	Special school governor	Governors’ Services (within HEP remit)
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	Governors’ Services (within HEP remit)
3	Academy governor members - Secondary	Governors’ Services (within HEP remit)

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.

Early Years Schools Forum Working Group
Terms of Reference: June 2023

Name of Group

Early Years Schools Forum Working Group

Functions of the Working Group

- To review funding allocations within the Early Years DSG Block ensuring that funding enables statutory obligations and local policy and strategic objectives to be met.
- To advise, inform and make recommendations to the Schools Forum on Early Years DSG Block funding.
- To review the implications of statutory requirements and the implementation of central and local government policy decisions of on Early Years DSG Block Funding
- To consult colleagues within the Early Years sector on issues relating to Early Years DSG Block funding decisions; ensuring members undertake this between Working Group meetings and report back to the group on the views of other Early Year providers at the subsequent working group meetings, where appropriate.
- To liaise with other Schools' Forum working groups as appropriate

Overall Objectives of the Early Years Schools Forum Working Group

- To act as representatives of all early years providers affected by Early Years Block funding decisions, considering proposals objectively and impartially and so far as possible making recommendations based on evidence and in the overall best interests of all Haringey children.
- To work together as a group, with Council officers, to devise fair and transparent proposals for the allocation of early years block funding that ensure best fit with the needs of children and their parents.
- To ensure a fair, equitable and transparent methodology for the allocation of funding among all Early Years providers within the borough.
- To act as a consultation group for early years block funding
- To liaise with other relevant partners and groups, as appropriate.
- To undertake any pieces of work assigned to it by the Haringey Schools Forum.

Membership and Appointment

The membership of the group shall include representatives from all types of providers affected by Early Years DSG Block funding decisions. It will normally be drawn from Schools Forum members; additionally, it will be possible to co-opt membership from outside of that group to ensure balanced representation, adequate attendance or access to specialist knowledge or expertise.

Officers of Haringey Council will be non-voting members.

The membership of the group shall be reviewed and reconfirmed on an annual basis. and representatives will be reelected on a three year cycle in alignment with Schools Forum. The Working Group will elect a chair, on a three year cycle from its membership.

Core Members of the group will be appointed by the Haringey Schools Forum and shall comprise;

Core Members (voting rights)			
Body/sector	Number	Role	Nomination
Private, Voluntary and Independent providers	1	Schools Forum - Non School Member (Early Years Providers Rep)	Susan Tudor-Hart
Nursery Schools - Governor	1	Schools Forum - Governor Member (Nursery School & Children's Centre)	Melian Mansfield
Nursery Schools	1	Schools Forum - Head Teacher Member (Nursery School & Children's Centre)	Sian McDermott
Primary Schools – Governor	1	Schools Forum - Member (Primary School)	Vacant
Total Core Members	4		
Co-opted Members			
Body/sector	Number	Role	Nomination
Primary Schools	2	Headteacher	Grant Bright Lucy Walker-Collins
Private, Voluntary and Independent providers	1	Playgroup or Preschool Representative	Luisa Bellavita
Private, Voluntary and Independent providers	1	Playgroup or Preschool Representative	Gladys Baah-Okyerere
Childminding	1	Childminder Representative	Storm Moncur/Joanna Conroy

Primary Schools	1	School Business Manager	Duwan Farquharson
Nursery School	1	School Business Manager	Vacancy
Total Co-opted Members	7		

The following Haringey Council officers have the right to attend Early Years Working Group meetings:

1. The Director of Children's Services (DCS) or designated representative
2. The Chief Financial Officer or designated representative

The Haringey officers listed below are deemed regular attendees at Early Years Working Group meetings.

Regular attendees			
Local Authority	2	Principal Advisor for Early Years Quality	Nick Hewlett/Melanie Widnall
Local Authority	1	Funding Manager	Ridhwaan Edoe
Local Authority	1	School Finance Manager	Patricia Harvey

Frequency of Meetings

The Working group will meet regularly in advance of school forum meetings. . Dates will be established once School's Forum have set their dates ensuring sufficient time prior to each SF meeting for consideration of information to be presented.

There will be a minimum of six meetings in the academic year.

The frequency may be increased by the Working Group when necessary.

Where possible, meetings will be formally clerked through arrangements with Governor Services in Haringey.

Governance

The Early Years Working Group will be accountable to the Haringey Schools Forum.

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**Schools Forum Early Years Working Group
14th June 2023 at 2.30pm Virtual meeting**

Name	Designation/ Representation
Melian Mansfield (MM)	CHAIR. Chair of Pembury House Nursery School
* Gladys Baah-Okyere (GBO)	PVI Settings Rep
Luisa Bellavita (LB)	PVI Settings Rep
* Joanna Conroy (JC)	Childminder
Duwan Farquharson (DF)	Willow Director of Business
Nick Hewlett (NH)	Principal Adviser for Early Years
* Sian McDermott (SMcD)	Nursery Head SF Rep (Rowland Hill)
Storm Moncur (SM)	Childminder
Susan Tudor-Hart (ST-H)	School Forum PVI Settings Rep
Melanie Widnall (MW)	Principal Advisor for Early Years
Christine Yianni (CY)	Childcare Sufficiency Manager
* Grant Bright (GB)	Primary Head Rep (Rokesly Primary School)
* Jane Griffin (JG)	SBM Seven Sisters Primary School
Cllr Zena Brabazon (ZB)	Lead Member
Ridhwaan Edoe (RE)	Early Years Team
Lucy Walker-Collins (LW-C)	Primary Head Rep (Stroud Green Primary School)
* Patricia Harvey (PH)	Finance Team
Also Present	
Madeleine Milner	Graduate Trainee
Sarah Hargreaves	Senior Governance Officer

* denotes absence

1. Welcome and Apologies

- 1.1** The Chair welcomed everyone to the meeting.
- 1.2** Apologies have been received from Sian McDermott and Joanna Conroy and for having to leave early from Lucy Walker-Collins.
- 1.3** Madeleine (Maddie) Milner was introduced as being on a graduate placement, working with Nick.

2. Minutes of the Meeting of 10th May 2023

- 2.1** The minutes were **agreed** as a correct record of the meeting.
- 2.2** *Members asked where the minutes went to outside of the WP.* It was explained that they go to the HNB WP for information and to the SF. This means that they are not confidential as the SF papers are available on the council's website.

3. Matters arising from the minutes of 10th May 2023

- 3.1** Due to changing job responsibilities Julia Bleet, Kevin Taggart and Caroline Brain will only attend these meetings if they are required for particular items.

- 3.2 Patricia Harvey will be asked to nominate someone from her team to attend regularly.

Action NH

4. Terms of Reference: Nick Hewlett

- 4.1 Comments on the Terms of Reference had been received from Susan and Julia. There were various small changes to the language used and clarifications made to ensure consistency in the terminology used.
- 4.2 There is a need to be clear as to whether the DCS and CFO will be regular attendees.
- 4.3 It was **agreed** that membership on the WP would be for three years, to be the same as on School Forum. If people leave within their three year term new people can be appointed (from the SF membership).
- 4.3.1 Storm will stay until she retires in December; rather than ending at the end of the school year. The job-share of the childminder post could be re-considered from the spring 2024 term onwards.
- 4.4 The Chair will be elected from the membership and won't be an LA officer.
- 4.5 How members from each of the sub-groups will be elected (from their own membership perhaps?) is to be decided.
- 4.5.1 How members can/should feedback to their own sector could be made clearer.
- 4.6 It was confirmed that Sian is the HT Rep from SF. The other Heads will be co-opted as they aren't on SF. It was noted that Sian is a nursery Head; further discussion may be needed as to whether a primary Head rep from SF is needed too.
- 4.7 Jane Griffin is to be removed from the membership due to non attendance. Clerk to write to her.
- 4.8 The need for a primary governor to be added to the membership was discussed, although it was recognised that finding someone could be difficult.
- 4.9 LA officers will be asked to attend as appropriate.
- 4.10 There will be a minimum of six meetings each school year. More will be held if needed. Dates will be set to link into the SF schedule.
- 4.11 Nick will revise and circulate the final version and adjust the number in each category before the next meeting.

Action Clerk

Action NH

5. Early Years DSG Block Out-turn 2022/23 Nick Hewlett, Ridhwaan Edo

- 5.1 Ridhwaan said that £19m had been received in funding from the DfE in 2021. This was then adjusted following the January 2022 Census and a further £900,000 was received.
- 5.2 An overspend of £900,000 occurred due to the incorrect funding for 3 and 4 year old places. (37p across all providers giving £6.02 an hour).
- 5.3 Corporate re-charges are not reflected in the DSG figures. There are internal movements of money to be made.
- 5.4 It was confirmed that the £140,000 EYPP has been fully spent.
- 5.5 *Members asked about the underspend of £52,000 on the DAF budget.* It was confirmed that this is only available to those children receiving DLA and so it can be difficult to spend it all.

3.10pm Lucy Walker-Collins left the meeting.

- 5.6 The overspend and accruals from last year totalled £1,044,258. Whilst there is currently £130,704 still unallocated from this year's allocation the final figures will depend on the next DfE allocation. The final amount available should be known by the next meeting.
- 5.7 The uplift due to the MNS will be paid.
- 5.8 Cllr Brabazon thanked Ridhwaan for the clear explanations and his report structure.
- 5.9 It was confirmed that all schools which owe money have a repayment plan; the details depend on the amount and their overall financial situation. It was clarified that the Early Support overpayment for 2022/21 will be reclaimed but 2021/22 will not be.
- 5.10 All of the above has been explained to all settings. However, SBMs and the LA officers are still seeing different information; Ridhwaan and Sian will be meeting to discuss this further.
- 5.11 Ridhwaan was thanked for his report.

Action RE, SMcD

6. Childcare Sufficiency: Christine Yianni, Nick Hewlett

- 6.1 Nick explained that the Early Years Sufficiency Team was now working to him, rather than to Commissioning.
- 6.2 The participation rates have increased, as follows:

	2s	3s and 4s
January 2022	58.9%	78%
January 2023	65%	79%

This will mean that there will be additional funding provided in July 2023.

- 6.3 Christine said that the increased take-up had been largely achieved due to the chasing of families who had applied for a place but who hadn't subsequently taken it up. Low income/housing benefit families had been targetted directly.
- 6.4 1% of 3 and 4 year olds equals 68 children. This group will now be targetted more for take-up as they generate funding.
- 6.5 There will be a pilot for the under 2's in Tottenham.
- 6.6 Only 43% of providers completed their sufficiency returns. These showed that there are 671 places offered and 205 vacancies. The areas with higher levels of vacancies and where parents are using private childcare will be targetted; in particular the Turkish and Kurdish communities.
- 6.6.1 The returns will be cross-referenced with the headcount information.
- 6.7 Parents who are entitled to FSM are being encouraged to take them up. National Insurance details are needed for the extended day for 2 year olds. It is not clear if these details are then passed onto schools for them to chase parents for FSM take-up. Some details are obtained from DWP and HB. Christine will talk to Carlo Kodsi in School Admissions about the transfer of NI details to schools. **Action CY**

7. Early Years Structure: Nick Hewlett

- 7.1 Nick circulated his organogram/roles and responsibilities chart. He explained that although there had been changes in the LA line management arrangements the job roles of most people whom members would interact with were unchanged.
- 7.1.1 Additional clarity is needed on which group is leading on which area of work. Nick will circulate the management team structure. **Action NH**

8. AOB

- 8.1 Members asked if there was any development on the idea of having a providers newsletter. Nick said that if this was to be produced it would fall under the remit of the Partnership Group and not this group.

Next meeting: a date for September will be agreed by email. Date to be confirmed by the end of term.

There being no further business the Chair thanked everyone for their attendance and closed the

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High Needs Block Committee

**Draft minutes of the meeting held on
21st June 2023 at 1.30pm via Zoom**

Schools Forum Members

Martin Doyle: Headteacher Riverside School – Chair

Sian McDermott: Headteacher Rowland Hill Nursery School and Children Centre

+ Melian Mansfield: Pembury House Chair of Governors

Mike McKenzie: Secondary Heads Rep. Headteacher Alexandra Park School

+ Will Wawn: Primary Heads Rep. Headteacher Bounds Green School, Chair, Schools Forum

+ Gerry Robinson: Alternative Provision

+ Kurt Hintz: CoNEL

Also Invited

Mary Jarrett: Integrated Head of Service

Phil di Leo: Chair of Governors, The Vale

+ Patricia Harvey: Schools Finance Manager

Attending

Robin Hindley: CoNEL

Sarah Hargreaves: Senior Governance Officer

+ Denotes absence

1. Welcome, introductions, apologies for absence and acceptance

1.1 Mary Jarrett Chaired until Martin Doyle arrived. She welcomed everyone present to the meeting.

1.2 Apologies for absence have been received from Gerry Robinson and for having to leave early from Mike McKenzie and Robin Hindley.

2. Minutes of the meeting of 4th May 2023

2.1 The minutes were **agreed** as a correct record of the meeting.

3. Matters arising from the minutes

3.1 The revised Terms of Reference and how this group links into the SEND Executive are still in draft. Members asked for clarity as to the purpose of this meeting now that the Safety Value programme has been introduced. There needs to be more analysis and scrutiny of the information given, rather than just being informed of what is happening/has happened.

3.1.1 Concern was expressed that without this group papers could go to School Forum without being considered beforehand.

3.1.2 It was suggested that reports and information could be provided by other Members, not just coming from Mary.

3.1.3 Terms of Reference for other HNB groups, in areas which have a SV programme, would be useful to look at. The version circulated from LB Westminster was very similar to the current ones of this group. Phil to have a look around for suggestions

Action PdL

3.1.4 It is hoped to be able to finalise the new ToR at the next meeting. The current view is that both the SV steering group and the HNB working party are needed.

Action Chair

4. Minutes of the Early Years Forum meeting of 14th June 2023

4.1 Noted.

5. Safety Value, Programme Update. Mary Jarrett

5.1 Mary spoke to her Safety Value slides.

5.2 She said that there is an issue of capacity throughout the system and the costs of various interventions have to be considered against Value for Money criteria.

1.45pm Martin Doyle joined the meeting

5.3 Whilst there is a need to cost the provision for every child, members were unsure as to whether banding of the provision was the only way forward. It was noted that some other boroughs do not use this system as it may not relate to the needs of the child.

5.3.1 All pupils across all phases and types of school who have SENCO support will be included. The intention is that if their needs are accurately assessed then the number of necessary places and types of support provision to meet their needs can be provided in the most cost effective way.

5.3.2 An important part of this will be to conduct timely reviews for all pupils.

5.4 Mary was thanked for her update.

2pm Mike McKenzie and Robin Hindley left the meeting.

6. Finance Update. Dis-application Request Mary Jarrett

6.1 Mary explained that this paper concerns the proposal to not give the special schools a 3% top-up to their funding due to the money not being available. In-year savings need to be made for the Safety Value programme in addition to the other savings needed.

6.1.1 *Members felt that it should be highlighted to SF that the service has already saved £500,000 in the last year.*

6.1.2 It is believed to be better to not give the money to settings rather than to passport it to them and then have to reclaim it.

6.1.3 The settings affected are: Riverside School, The Vale, The Brook, Blanche Nevile School, Haringey Learning Partnership and The Grove.

6.2 At pt 2.6 it states that 3.4% has been added to the place value funding; which makes this proposal look more punishing to settings than it in fact is. Mary to check. **Action MJ**

6.3 It is accepted that this proposal will have implications for special schools this year and next year. Support staff salary increases will affect special schools as they have a higher number of them than in mainstream schools.

6.4 *Members asked that the paper acknowledges that some schools are unsure as to their funding allocations.* The finance team believe that they should know the figures, but will inform the schools again. **Action Finance Team**

6.5 £340 will be added to the place funding for each pupil.

6.6 The re-banding exercise will result in two different payments to settings. *Members asked if the banding exercise would be undertaken again in two years?* This is unlikely, but the figures attached to each banding may need to be re-considered as time progresses. The funding rates will be published every April for the following September.

6.6.1 There will be a public consultation exercise on the new bandings starting in **September** for 8 weeks.

6.7 It was confirmed that the top-ups are the same across all settings, even if the pupil's needs are different. The aim is to give a transparent financial system, wherever the pupil attends. They will be able to access the same level of funding dependent on their needs. It will be important to have common language in the banding descriptors. The intention is to get this exercise completed in autumn term 2023. It is important to know where pupils are attending so that VfM can be established; knowing the PAN and occupancy figures would be useful. **Action MJ**

6.7.1 *Members asked if there was going to be a contingency fund as an interim measure?* This is to be decided. Longer term budget planning is on-going.

6.8 The 2015 reforms enabled pupils to stay in the system until they were 25, but no more money was provided, so it isn't a surprise that councils have overspent.

6.9 The council is supporting 16 internships. This has been a positive development.

7. AOB

7.1 The next meeting will be held on **13th September at 3.30pm at Riverside School**. Clerk to Inform the group. **Action SH**

There being no further business the Chair thanked everyone for their attendance and closed the meeting at **3pm**.

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**Agenda Item
10**

Report to Haringey Schools Forum: 6th July 2023

Report Status

For information/note
 For consultation & views
 For decision

Report Title: Disapplication request for inflationary top ups for Special Schools.

Authors:

Mary Jarrett
 Head of SEND
 Email: Mary.Jarrett@haringey.gov.uk

Patricia Harvey
 Head of Schools Finance
 Email: Patricia.Harvey@haringey.gov.uk

Report authorised by:

Neil Sinclair
 Interim Head of Finance (People)
 Email: Neil.Sincliar@haringey.gov.uk

Purpose:

1. Request disapplication of 3.4% inflationary increase to Haringey Special Schools on top ups.

Recommendation:

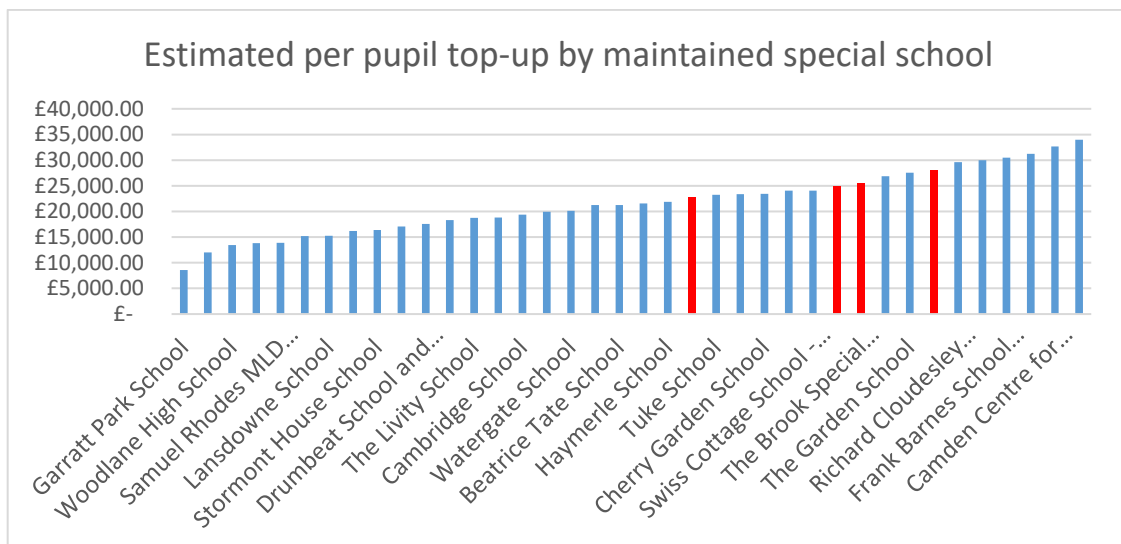
1. That Schools Forum approves the application of a disapplication request to the Department of Education to freeze Special School top-up funding to create a £420,000 saving within the High Needs Block (HNB).

1 Introduction.

- 1.1 This report provides a rationale regarding the proposal to disapply regulations within the School and Early Years (Finance) Regulations 2023 by submitting a disapplication request to the Department for Education to create a saving within the HNB by freezing Special School top-ups.

2 Analysis of Current Issues

- 2.1 In April 2023 Haringey Council began implementation of the five-year Safety Valve programme which is designed to incrementally reduce the overspend position within the HNB to create a balanced budget by April 2028.
- 2.2 Analysis of spend within the HNB indicates that Haringey Schools have relatively high top-ups compared to local benchmarking and ISOS have been working with Special Schools to undertake a finance review. This report and recommendations has been shared with Special Heads and it is recognised that budget reductions, whilst not welcomed, are understood and further that Special heads continue to work in a collegiate way to improve outcomes for children and young people in Haringey recognising the financial context in which they are operating.



- 2.3 Further due to historic agreements Haringey Special Schools receive maximum top-ups for all children in schools (with a flat rate rather than banded funding). Therefore, all children attending a Haringey Special School receive a minimum top-up of £24,000 in addition to £10,000 place funding.
- 2.4 As part of the Safety Valve agreement Haringey Council agreed with the Department for Education that they would freeze Special School top-ups for the duration of the programme and undertake a systematic review of all HNB top-up funding. This proposal has been shared in previous reports to the Schools Forum in Oct 2022 [ITEM 8.1 - Haringey Safety Valve Programme Schools.pdf](#) and discussed at the Safety Valve Steering Group, Special Heads Group, SEND Executive and High Needs sub group alongside the work commissioned by ISOS to work with our stakeholders to review our bandings and top ups.

- 2.5 In April 2023 The DfE allocated an inflationary allowance of 3.4 % to Special Schools, Alternative Provision (AP) and Pupil Referral Units (PRUs) in England. In Haringey this would affect five settings.
- 2.6 Haringey Council have passported the 3.4% for place funding in recognition of inflationary pressures for Special Schools. Therefore, all Special Schools will get an additional £340 per child from April 2023.
- 2.7 For 2023/24 each schools' funding allocation has been checked for a Minimum Funding Guarantee (MFG) of 3% in accordance with High Needs block funding guidance, and only two schools received this.
- 2.8 Haringey Council intention is not to pass on the further 3.4% inflationary uplift for Special School top-ups, this will create an immediate savings of £430k in year and £2.2m (based upon 2022-23 payments) over the 5 years of the Safety Valve programme.

3. Conclusion and Recommendations

- 3.1 That Schools Forum recognise that all HNB top-up funding is currently undergoing review as part of the Safety Valve programme to bring current spend within budget as per terms of the agreement.
- 2.2 That this disapplication process is approved by Schools Forum, on the understanding that Haringey Council will make a separate disapplication request to the secretary of state should the Forum refuse to endorse this request.

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Haringey Safety Valve Programme Update

Schools Forum
6 July 2023

Jackie Difolco

Assistant Director: Early Help, Prevention and SEND (SV Programme Sponsor)

SEND Children are the  of all we do

Haringey
LONDON

Ways we are engaging with stakeholders

Audience	Ways of engaging
Parents and Carers via SEND Power Carer Forum (PCF)	Chair of PCF is a member of the Safety Valve steering group. PCF representatives are involved in individual tasks and finish groups/projects
Haringey Headteacher meetings (primary/secondary/post-16)	Head Of Service: SEND attends a range of school meetings with the Haringey Early Years Primary and Special Heads Association (HEPSEA) Schools and SEND Partnership Form Assistant Director: Early Help and Prevention: SEND attends Special Heads
Chairs of Governors	Head Of Service: SEND, attends Local Leaders of Governance (LLG) Bespoke session at Governors Training (last one Feb 23)
Haringey Schools Forum	The director, Assistant Director and Head Of Service attend forums, with a report provided at every meeting. The chair and High Needs Subgroup chair are members of the SV steering group
Haringey SEND Executive	Assistant Director provides report at every meeting
Members briefings	Briefings circulated to Lead Member for Childrens and Finance Members are represented on the SV steering group
Children and Young People and Schools Scrutiny	Formal reports provided and updates on request

Ways we are engaging with stakeholders

Audience	Ways of engaging
Overview and Scrutiny	Update will be provided as part of the finance report
Young People via the SEND Youth Forum	New SEND Youth Forum has been developed, once established, engagement with this programme will be determined by young people. Within May, a young person from the SEND youth forum was a guest speaker at our recent SEND Executive Away Day in May and is also becoming a member of the SEND Executive Board.
Relevant Governance boards: Start Well Board, Health and Well Being Board	Reports have been taken to all relevant boards, further reports on request.
Partners and Stakeholders: Health, Integrated Care Board (ICB), Whittington, Barnet Enfield Haringey Mental Health Trust (BEH MHT), Markfield, Voluntary Community Sector (VCS), Council staff	SEND Executive Board members provide updates to wider partners SV Operational Group and subgroups, staff service meetings
Public information	Monthly SEND newsletter and social media updates, Dedicated webpage with a range of user-friendly comms materials . Haringey People magazine / Haringey People Extra e-newsletter

Stakeholder and Comms Engagement

- Public Highlight reports published on Local Offer: [Haringey Safety Valve Programme Progress Report May 23](#)
- Commitment from SEND Executive Board Members to take a leading role in sharing and presenting progress reports within their networks.
- Overview and Project summaries visible on Local offer within dedicated Safety Valve webpage: [Overview of the Safety Valve Programme \(PDF, 488KB\)](#) and [Haringey Safety Valve Project Summaries](#)
- Specific comms in addition to BAU comms plan:
 - Session with Councillors 6 June
 - Governors 22 June



Overall progress to date

Project	Updates
<p>Project A.1 Speech, Language and Communication</p>	<ul style="list-style-type: none"> • Training needs, tools and approaches have been identified and confirmed. Plan and timeline for the roll out of training across school settings to be developed. • Language Assistants being recruited. • Communication of the 5-11 Years Graduated Response Pathway to commence with SENCOs and primary schools.
<p>Project A2 Increase autism support within mainstream schools</p>	<ul style="list-style-type: none"> • Expansion of Language and Autism Team underway to support schools, with expanded Team delivering from April 2023.
<p>Project A.3 SEMH Pathway</p>	<ul style="list-style-type: none"> • Schools are implementing a cluster group model for SENCO's and their support partners to work together in schools, share good practice and develop standardised approaches across the borough. • The piloting of one cluster model is underway, this cluster will be undertaking work to develop an SEMH pathway that can be implemented across all schools and settings.
<p>Project A.4 Annual Reviews</p>	<ul style="list-style-type: none"> • Analyst work completed identified the need for short term investment to increase the pace to ensure 100% of Annual Reviews are completed within 12 months, currently, only 59% are completed within timescales. • Business case developed which agreed reallocation of investment from the Speech Language and Communication project (A.1), some of which will not be required this year (£240k) to this project to increase staffing capacity.

Overall progress to date

Project	Updates
Project A5 Review post-16 offer (including employment initiatives)	<ul style="list-style-type: none">• At least 12 new apprenticeships identified, all within the Council to start from Sept 23, likely to exceed year one target.• Appointment of supported internships Co-ordinator, with confirmed start date in May 2023.
Project A.6 Early Years	<ul style="list-style-type: none">• A.6 Early Years – Review of banding descriptors underway, workshop completed 18th May.
Project B.1, B3 and B.7 Capital projects	<ul style="list-style-type: none">• Second expression of interest process closed on the 23rd May; no further applications were received.• Two primary schools have been approved to develop resource provision for Autism and SEMH. These schools are progressing through the feasibility stage to confirm viability.• Two secondary schools have expressed interest in developing resource provision for Autism and SEMH, work underway to assess viability.• Positive discussions are being held with two schools re: expansion of places for pupils with complex needs
Project B.4 Remodel Alternative Provision (AP) offer and funding model	<ul style="list-style-type: none">• Review of AP underway to inform updated Model for Change Strategy• A partnership agreement has been developed with our largest provider of AP, Haringey Learning Partnership, to review the operating arrangements for the umbrella of services being provided to Haringey’s children. This will incorporate provision for children and young people with SEMH and Post 16.

Overall progress to date

Project	Updates
Project B.5 Commissioning for post 16 learners	<ul style="list-style-type: none">A review of all placements for young people post 16 is underway to assess quality and value for money. Alongside the development of our SEND sufficiency strategy, this will be used to inform our commissioning intentions for post 16 provision moving forward.
Project B.6 Bandings and Top Ups	<ul style="list-style-type: none">Bandings created, now being tested in primary, secondary and special schools. Meetings in place to look at results of testing and start to consult on governance and decision-makingDisapplication request will be made to not pass on 3.4% inflation rate for top ups to Special Schools which will equate to £420k each year for the lifetime of the programme. Work underway to assess impact on SS and support with financial analysis and profiling.
Project C.2 and C.4 Culture change with schools, leaders and parents and carers. Workforce development with schools	<ul style="list-style-type: none">Markfield and SENCO network are working together to develop of a Video Interaction Guidance model (VIG) which uses video recordings of interactions to support reflections and make improvements.A new workforce development plan has been developed with Haringey Education Partnership which will be implemented with schools.Exploring digital and IT resources.

Do Nothing: Financial Impact to the High Needs Block

Revised Year on Year Deficit to High Needs Block

Table 1	Ref.	Actual	Provisional Outturn	Forecast	Forecast	Forecast	Forecast	Forecast
Forecast Deficit with No Action or Safety Valve Funding		2021-22 £m	2022-23 £m	2023-24 £m	2024-25 £m	2025-26 £m	2026-27 £m	2027-28 £m
Expenditure after demand and inflation	a)	47.999	52.789	58.575	63.442	68.793	74.679	81.151
HNB grant (23-24 actual, and 3% increase thereafter)	b)	43.406	50.567	55.162	56.817	58.521	60.277	62.085
In-year deficit due to new demand/ inflation	c) (a-b)	4.593	2.222	3.413	6.625	10.272	14.402	19.066
Deficit brought forward from previous year	d)	17.016	21.609	23.831	27.244	33.869	44.141	58.543
Deficit at the end of the year BEFORE impact of action plans	e)	21.609	23.831	27.244	33.869	44.141	58.543	77.609

1. The above table represents the future deficit position forecast to increase to £77.609m by end of 2027/28.
2. This increase is based on a 10% increase in demand and complexity of educational needs.
3. This is a forecast increase in EHCPs' from 2,567 in 2022 to 3,601 by 2027/28

Impact of Mitigation and Safety Valve Funding

Revised Year on Year Deficit Position after Safety Valve Funding and Mitigation.

Table 2		Actual	Provisional Outturn	Forecast	Forecast	Forecast	Forecast	Forecast	Cumulative 2022/3 to 2027/28
		2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
Revised Position After Mitigating Action and Safety Valve Funding		£m	£m	£m	£m	£m	£m	£m	£m
Cumulative Pressures Do nothing as per Table 1									77.609
Opening Deficit	f)	17.016	21.609	11.871	10.903	10.781	9.504	7.157	
Mitigating Actions									
<i>Gross Savings</i>		-		-2.383	-5.191	-10.978	-17.289	-24.442	
<i>Gross Investment cost</i>		-		0.992	1.434	2.419	3.53	3.924	
Net Mitgating Actions- Safety Valve Programme	g)	0	0	-1.391	-3.757	-8.559	-13.759	-20.518	-47.984
DFE Safety Valve Funding (As per DFE Letter)	h)	0	-11.96	-2.99	-2.99	-2.99	-2.99	-5.98	-29.9
In-year deficit due to new demand/ inflation	i)	4.593	2.222	3.413	6.625	10.272	14.402	19.066	
Closing deficit/ surplus after mitigation actions and Safety Valve Funding	(f+g+h+i)	0	11.871	10.903	10.781	9.504	7.157	-0.275	-0.275

1. The current position is based on the 2022/23 provisional outturn position. This may change once the final position is known.
2. The mitigating actions set out within the Safety Valve Programme are a combination of direct savings against current cost, example is the proposed changes to the funding bandings and the management of future demand through the reconfiguration of access to services such as the Speech, Language and Therapy service.
3. The mitigating actions assumes that by 2027/28 there will be 2,910 EHCP, a reduction of 691 EHCP's against the original forecast of 3,601.

Comments and Questions

Jackie Difolco

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(Safety Valve Programme Sponsor)

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Report to Haringey Schools Forum -6th July 2023

Report Status

For information/note
For consultation & views
For decision

Report Title: Dedicated Schools Grant (DSG) 2022/23 Outturn and Finance Update

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Purpose:

1. To inform members of the provisional DSG outturn position 2022/23 for the Early Years Block, Schools Block, High Needs Block and Central School Services Block.
2. To note the LMS schools closing balances as at 31st March 2023.
3. To inform members of the DSG budget for 2023-24.
4. To inform members with an update of the Safety Valve Agreement.

1 Introduction

- 1.1 This report updates Schools Forum in accordance with the Schools Forum Regulations 2012 requiring Schools' Forum to meet regularly and the local authority to consult with School Forum concerning the Dedicated Schools Grant and various related matters.
- 1.2 The provisional outturn for the Dedicated Schools Grant (DSG) for 2022/23 shows that the overall deficit of the DSG grant reports £11.55m having reduced from £20.38m the previous year. The in-year changes within the DSG are due to ongoing cost and demand pressures faced by the High Needs Block but also Haringey now being part of the Department of Education (DfE) Safety Valve Programme and an update is provided at the end of this report to members.
- 1.3 This paper sets out a summary of the DSG analysis of the four blocks' financial position for the financial year 2022/23 and the indicative DSG allocations for the financial year 2023/24.

1. DSG Outturn for 2022/23

- 1.1 The Dedicated Schools Grant is reporting an overall in-year pressure of £3.13m (*please refer to DSG Outturn table A below*). This consists of an overspend on High needs block of £2.22m and a small overspend on Early Years block £91k. The budget allocations are **NET of DSG** after recoupment or funding received by the local authority.

Table A - DSG Outturn (blocks) 2022-23	Opening DSG at 01/04/22 b/fwd.	DSG Budget 2022/23	Provisional Expenditure 2022/23	Outturn Variance 2022/23	Safety Valve Funding 2022/23	Closing DSG Balance 2022/23
	£m	£m	£m	£m	£m	£m
	(a)	(b)	(c)	(b)-(c)=(d)	(e)	(a)+(d)-(e) =(f)
Schools Block	0	135.05	135.05	0	0	0
Central Block	0	2.78	2.78	0	0	0
High Needs Block	21.61	50.57	52.79	2.22	11.96	11.87
Early Years Block	*(1.23)	20.15	21.06	0.91	0	** (0.32)
Total	20.38	208.55	211.68	3.13	11.96	11.55

*Reserve to offset Early Years 3- and 4-year-old funding pressure from prior year (ringfenced)

**Early Years reserve c/fwd. (ringfenced)

Schools Block

- 1.2 The total £135.05m of the schools' block was passported to schools using the Authority Proforma Tool (APT) and local variations agreed by the Schools Forum. This is fully allocated to schools in the year as part of school budget shares. However, as noted in paragraph 3.1 the schools will have their individual surplus or deficit reported at year end.

Central School Services Block

1.3 The total £2.78m of the Central Schools Services block is retained by the council as a contribution towards the council's statutory duties.

1.4 High Needs Block

The High Needs Block budget allocation was £50.57m and the overspend in year is £2.22m. This is due to ongoing significant growth in pupil numbers within Special Education Needs and Disabilities (SEND). The main pressure areas continue within special schools and the children in post 16 settings. In support and acceptance of the Safety Valve Programme, Haringey received £11.96m from the DfE which has been applied High Needs block cumulative deficit, resulting in a closing deficit at 31st March 2023 of £11.87m.

1.5 Early Years Block

The Early Years indicative budget was £20.15m and the in-year outturn was a pressure of £91k due to an overpayment of 3- and 4-year-old deprivation funding. It should be noted that Early Years funding is based on prior year allocations and previous two spring census data. The final confirmed Early Years funding adjustment is usually received July and adjusted to DSG in 2023/24.

2.6 The previous years Early Years reserve of £1.23m was earmarked towards future projects and has now offset a previous pressure within 3- and 4-year-old formula funding with a final reserve of £32k carry forward.

2.7 Cumulative DSG

The in-year 2022/23 DSG outturn position of £3.13m plus £11.96m Safety Valve funding will be applied to the opening DSG position of a £20.38m deficit, resulting in DSG closing position of a £11.55m deficit.

Recommendation (i): School Forum are asked to:

Note and comment on DSG outturn position for 2022/23

2. Local Management of Schools (LMS Reserves)

2.1 The 2021/22 brought forward LMS balances for Schools reserves is £9.475m, and in-year closing position across all Haringey maintained schools for 2022/23 is an overspend of £5.356m, therefore a reduction to the LMS reserve which now stands at £4.119m.

2.2 Table B below summarises 40 schools ending with a combined surplus of £8.615m, and 25 schools with a combined deficit of £4.495m.

TABLE B - 2021/22 and 2022/23 LMS Closing Reserves						
Schools in Surplus	2021/22		2022/23		Movement Favourable / (Unfavourable)	
Phase	Numbers	Total	Numbers	Total	Numbers	Total
Nursery	3	£741,490	2	£677,649	-1	-£63,841
Primary	41	£7,387,278	32	£5,882,907	-9	-£1,504,371
Secondary	4	£2,136,452	4	£1,772,980	0	-£363,472
Special	4	£813,922	2	£281,607	-2	-£532,315
Total Schools surplus	52	£11,079,142	40	£8,615,143	-12	-£2,463,999
Schools in Deficit	2021/22		2022/23		Movement Favourable / (Unfavourable)	
Phase	Numbers	Total	Numbers	Total	Numbers	Total
Nursery	0	0	1	£54,386	-1	-£54,386
Primary	11	£1,348,942	20	£3,158,849	-9	-£1,809,907
Special	0	0	2	£348,524	-2	-£348,524
Secondary	1	£173,467	1	£305,814	0	-£132,347
Alternative Provision	1	£81,299	1	£628,360	0	-£547,061
Total Schools deficit	13	£1,603,708	25	£4,495,933	-12	-£2,892,225
Combined Schools outturn position	65	£9,475,434	65	£4,119,210	0	-£5,356,224

Schools in Financial Difficulty

- 2.3 The council has supported schools in financial difficulty with dedicated central finance support, providing cashflow advances and assisting with redundancy costs of restructures relating to permanent staff savings via the Restructure and Scrutiny Panel. This will continue 2023/24.

Recommendation (ii): School Forum are asked to:

Note LMS Reserve balances for Schools 2022/23

4 Dedicated Schools Grant 2023/24

- 4.1 The 2023/24 DSG allocations were published in December 2022 and table C below reports the change(s) from last year.

TABLE C - DSG BLOCK Allocations		2022/23 Final Allocations	2023/24 Indicative Allocations	Movement Favourable / (Unfavourable)
		£'000s	£'000s	£'000s
4.2	Schools block* (**)	£212,522	£219,468	£6,946
4.5	Central Schools Services block	£2,785	£2,710	(£75)
4.6	High Needs block (**)	£52,206	£57,338	£5,132
4.8	Early Years block	£20,151	£21,051	£900
4.9	Recoupment (**)	(£79,110)	(£84,782)	(£5,672)
Total DSG		£208,553	£215,784	£7,231

*2023/24 Schools block allocation £7m Mainstream Schools Additional Grant not included

(**) Published DSG prior to recoupment.

4.2 Schools Block

The Primary and Secondary Units of Funding (PUF and SUF) of £5,712 and £7,865 have been applied respectively to the October 2022 census to determine the final allocations for the year. These are the published gross School block allocations prior to recoupment for academies and Free schools.

- 4.3 The final funding allocations for 2023/24 are set out in table D below. There are no changes to the overall structure of the formula used to calculate the funding distribution. The premises funding consists of business rates, PFI and split sites. The 2023/24 allocations are based upon historic spend from the previous year except for PFI which has been uplifted for RPIX data. There are no PFI schools within the Haringey formula.
- 4.4 In 2022/23, a Mainstream Schools Supplementary Grant (MSSG) was paid in addition to schools and academies and rolled into the baseline of the school block DSG formula of £5.780m. On top of the funding formula, an additional new grant in 2023/24 is to be paid outside of the formula to schools and academies, called Mainstream Schools Additional Grant (MSAG) of £7.124m.

TABLE D - SCHOOL BLOCK Allocations/distribution	2022/23 Final Allocations	2023/24 Allocations	Movement Favourable / (Unfavourable)
	£'000s	£'000s	£'000s
Schools Block	£208,526	£215,682	£7,156
Premises (historic)	£2,188	£2,206	£18
Growth Fund	£1,100	£300	(£800)
Approved/agreed top slice	£708	£1,280	£572
Total Schools Block	£212,522	£219,468	£6,946
<i>Pupil No</i>	32,905	32,843	(62)

School Block	£212,522	£219,468	£6,946
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4.5 Central School Services Block

Table E reports the calculation of the CSSB that supports the statutory functions and duties of the local authority for maintained schools and funded via a split between historical commitments and ongoing statutory functions. Haringey have no historic commitments that are subjected to a 20% reduction (saving) each year since 2020/21. The statutory unit of funding is based upon 90% per pupil funding rate and 10% FSM and FM6 uplifted by the Area Cost Adjustment (ACA).

TABLE E - CSSB BLOCK Allocations	2022/23 Final Allocations	2023/24 Allocations	Movement Favourable / (Unfavourable)
	£'000s	£'000s	£'000s
No historic allocations	£0	£0	£0
UNIT of funding	£84.65	£82.53	(£2)
<i>Pupil No</i>	32,905	32,843	(62)
Total CSSB (pupil no's x unit funding)	£2,785	£2,711	(£75)

4.6 High Needs Block

Table C above reports the published High Needs block allocations prior to recoupment for commissioned places to Academies and Free schools. Table F below reports the detailed funding of the High Needs Block. Initial funding is set upon previous historical spend. A factor is included (basic entitlement) of additional funding for additional places commissioned by the local authority of (699 places 2022/23) and 718 places in 2023/24 for special schools and academies. An adjustment is included or 'Net Import export' adjustment for Haringey residential children attending settings outside of the borough (place funding only). Hospital Teachers, Pay and Pension (TPPG) grant is now included and uplift of 4.12% for 22/23 and 4.59% for 2023/24.

- 4.7 The government also announced in December 2022, additional funding of £2.299m to support cost of living expenses to Special schools and Alternative Provision and a separate paper will be presented to update members.

TABLE F - High Needs BLOCK (HNB) Allocations	2022/23 Final Allocations	2023/24 Allocations	Movement Favourable / (Unfavourable)
	£'000s	£'000s	£'000s
HNB - NFF allocations within formula (<i>historic spend, funding floor and proxy factors</i>)	£45,501	£50,084	£4,584
Basic entitlement (ACA) UNIT = 22/23 rate £5,252.10 x 699 pupils AND 23/24 rate £5,259.34 x 718 (<i>no of pupils in special places</i>)	£3,671	£3,776	£105
Import/export adjustment as per ILR census and LA checking/approval	(£390)	(£390)	£0
Additional funding for special free school places (63 x £10k places)	£630	£630	£0
Hospital Teachers Pay and Pension Grant (TPPG)	£917	£937	£20
22/23 = 4.12% on (£45,501m) and 23/24 = 4.59% increase on NFF allocation (£50.084m)	£1,877	£2,300	£423
Total HNB funding	£52,206	£57,338	£5,131

4.8 Early Years Block

Table G reports the Early Years funding for 2-year-old, 3- and 4-year-old funding allocations for Pupil Premium (PPG) and Disability Access Funding (DAF) and maintained Nursery school supplementary funding.

TABLE F - Early Years BLOCK Allocations	2022/23 Final Allocations	2023/24 Allocations	Movement Favourable / (Unfavourable)
	£'000s	£'000s	£'000s
Universal 3- and 4-year-old	£12,181	£12,569	£388
Additional 15 hrs for 3- and 4-year-old	£4,036	£4,165	£128
2-year-old entitlement funding	£2,375	£2,611	£236
EYRS Pupil Premium (PP)	£141	£146	£5
EYRS Disability Access Fund (DAF)	£82	£92	£10
Maintained Nursery school supplementary funding	£1,336	£1,469	£133
Total Early Years block	£20,151	£21,051	£900

4.9 Recoupment from DSG

Recoupment is administered by the Education Skills and Funding Agency (ESFA) for Academies, Free schools and place funding for Post16 provision. The Schools block recoupment is the formula calculated by the local authority within the APT for school budget shares and High Needs block recoupment for commissioned places set by the local authority. Table G summarises the two years.

TABLE G - Recoupment from DSG	2022/23 Final Allocations	2023/24 Allocations	Movement Favourable / (Unfavourable)
	£'000s	£'000s	£'000s
School block for direct funding via ESFA to Academies and Free schools (APT calculation)	(£76,946)	(£82,464)	(£5,517)
High Needs block for direct place funding to Academies, Free schools and post16 (set by LA)	(£2,164)	(£2,319)	(£155)
Total DSG Recoupment	(£79,110)	(£84,782)	(£5,672)

Recommendation (iii): School Forum are asked to note:

The latest 2023/24 DSG allocations

5 Dedicated Schools Grant (DSG) Management Plan

- 5.1 In August 2022 it was forecast there was to be an in-year deficit for 2022/23 of £2.8m, a cumulative deficit of £24.4m all within the High Needs block, if remained unmitigated is projected to increase to an accumulative deficit of £77.8m by 2027/28.
- 5.2 Haringey has been invited to participate in the Safety Valve Programme as it is one of the LAs with the highest deficit position for expenditure against the High Needs Block.
- 5.3 Haringey's Safety Valve Programme's portfolio of projects to reduce costs by £47.9M over five years was formally approved by the DfE in March 2023. Haringey's Safety Valve Programme is forecast to achieve a balanced budget in 2027-2028 and a cumulative deficit of £29.9m.
- 5.4 The DfE has allocated Haringey £29.9m Safety Valve funding to mitigate the cumulative deficit and £7m capital funding to investment in the development of school provision to meet demand.
- 5.5 Table H shows the impact to the High Needs block deficit updated to reflect 2022/23 provisional deficit of £2.2m in 2022/23 and the delivery of the Safety Valve Programme and DfE Safety Valve funding year on year.

Table H - Safety Valve Programme and High Needs Block impact

High Needs Block deficit forecast	Ref	Provisional Outturn	Projection	Projection	Projection	Projection	Projection
		2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
		£m	£m	£m	£m	£m	
HNB Deficit at the beginning of each financial year	a)	21.6	11.8	10.9	10.8	9.5	7.1
Projected in-year HNB deficit	b)	2.2	3.4	6.6	10.3	14.4	19.1
Impact of the Safety Valve Programme £47.9m	c)	0	-1.3	-3.7	-8.6	-13.8	-20.5
Safety Vave Funding - £29.9m	d)	-12	-3	-3	-3	-3	-6
Revised deficit position at the end of each financial year	a+b+c+d	11.8	10.9	10.8	9.5	7.1	-0.3

5.6 The Safety Valve funding will be subject to full compliance of Haringey eliminating their cumulative deficit no later than 2027-28

Recommendation (iv): School Forum are asked to:

Note and comment on the Safety Valve Programme

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**Agenda Item
13**

The Children and Young People's Service

Report to Haringey Schools Forum: 4th July 2023

Report Status

For information/ notes

For consultation and views

For decision

Report Title: Annual Report on Schools

Authors: Minesh Jani

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Purpose: To share the outcome of the 2022/23 Schools' Audit Work

Recommendations:

1. To note and discuss the content of the report.

Report

- 1.1 The outcomes of schools' audit work have improved considerably since 2019/20 when I reported as part of my annual report and Head of Internal Audit Opinion for the Council that the control environment in Haringey's schools required improvement. Nevertheless, there has been a dip in overall performance this year; the number of schools assigned "Limited" assurance has increased slightly, albeit from a low base. This may be due to the nature of the cyclical school programme and will continue to be monitored.
- 1.2 It is noted no schools in 2022/23 has been assigned a "nil" assurance. A programme of follow up for all 2021/22 audits was also completed in 2022/23 by Mazars and the outcomes were positive. Most recommendations raised have been implemented. Some additional follow up work has been requested on receiving this annual report to ensure schools assigned "Limited" assurance have taken appropriate action to achieve "Adequate" Assurance. Two schools will be followed up in July and the other two in September when their actions fall due. Audit will continue to work closely with other back-office teams supporting schools, the HEP and in conjunction Children's Services to assist schools to efficiently mitigate the potential risks. Appendix A provides a summary relating to the schools' audit plan, information will also be provided to Senior Management and Members as part of the Council Annual Audit Report.
- 1.3 A summary of outcomes for 2022/23 is as follows:
- Nine out of 13 schools completed received "Adequate" or above assurance rating;
 - Two schools received the top rating of Substantial Assurance;
 - No schools received a "nil" rating;
 - Three schools received "Limited" Assurance; and
 - Three schools demonstrated a reduction in assurance from the last audit, these schools will be followed up early in 2023/24 to ensure control environment has strengthened.
- 1.4 Full details of the work completed in 2022/23 is included at appendix A. The common themes arising from the audit work were: -
- Governors not providing evidence of their DBS certificate, particularly where the previous certificate requires an update;
 - Contracts have been rolled over for several years, and spend on them exceeds the thresholds for going out to tender; and
 - Evidence not retained to clearly show that reconciliations are prepared by one officer, and then reviewed by a second independent officer.

- 1.5 I have asked Mazars to issue satisfaction surveys when the final report is issued. The number of responses has been low, though responses received have been positive. I would encourage all schools to feedback with their views at the end of the audit.
- 1.6 For the financial year 2022/23, a total of 113 recommendations were raised. This is an increase from last year where 88 recommendations were raised. The priority of the recommendations raised is as follows: -
- Priority 1 recommendation – 1
 - Priority 2 recommendations – 73
 - Priority 3 recommendations – 39
- 1.7 The majority of recommendations raised relate to school governance (22%), financial Planning and Monitoring (24%) and Procurement (26%).
- 1.8 Work to plan and start to deliver the 2023/24 audit programme commenced in April. Mazars have engaged with all schools to agree a provisional date for the audit to take place. Communications and briefings, as usual, have been sent to the schools to help them prepare. Training for Governors is also offered on Audit and Risk, and programmed in for the year.
- 1.9 Governors have requested additional support for schools on risk management and we are currently exploring how this can be delivered within our current resources constraints.
- 1.10 There have been a few risk events in schools this year, Payroll Frauds, Email Spoofing, Missing Income, Cyber Attack these have been reported outside of the issues identified through the audit process. Schools have received support and guidance from a cross section of specialist teams in the Council, with regard these events, and we will look to help schools identify risk areas and help to guide schools in 2023/24 through both our audit and risk management roles.

Minesh Jani
Head of Audit & Risk Management

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London Borough of Haringey

Schools Audits - Mazars 2022/23 Summary Appendix A

Prepared by: Mazars LLP
Date: June 2023

mazars

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- 02 Summary of the 2022/23 Internal Audit Plan
- 03 Benchmarking
- 04 Overall Assessment of Control and Recommendations raised
- 05 Follow Up on 2021/22 School Audits

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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 2022/23

Below is a snapshot of the work we have carried out in relation to schools during 2022/23.

Assurance Focused Programme

Following the updates to our audit programme during 2022/23, we have continued to liaise with different areas of the council, as well as other stakeholders in relation to assurance.



Audit Satisfaction Surveys

We have issued satisfaction surveys along with every final report. Although the response rate has continued to be low, where we have had responses they have been 'Good' or 'Very Good'.



Business Manager 1 to 1

Where school business managers request a briefing prior to the audit visit, we are happy to hold a session to run through the audit programme in advance of the audit so that the school knows what to expect from the audit process.



Common themes arising

The most common themes continue to be:

- Governors not providing evidence of their DBS certificate, particularly where the previous certificate requires an update.
- Contracts have been rolled over for a number of 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 2022/23 Internal Audit Plan

The table below lists the 2022/23 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
Earlsmead Primary School	5	Substantial	→	3	-	1	2
Pembury House Nursery School	5	Substantial	→	3	-	1	2
Belmont Infants School	5	Adequate	→	4	-	2	2
The Brook Special School	5	Adequate	→	7	-	6	1
Bounds Green Primary School	5	Adequate	↔	7	-	4	3
Devonshire Hill Primary School	5	Adequate	↔	6	-	4	2
Earlham Primary School	5	Adequate	↔	6	-	3	3
St. Francis Catholic Schools	5	Adequate	↔	6	-	4	2



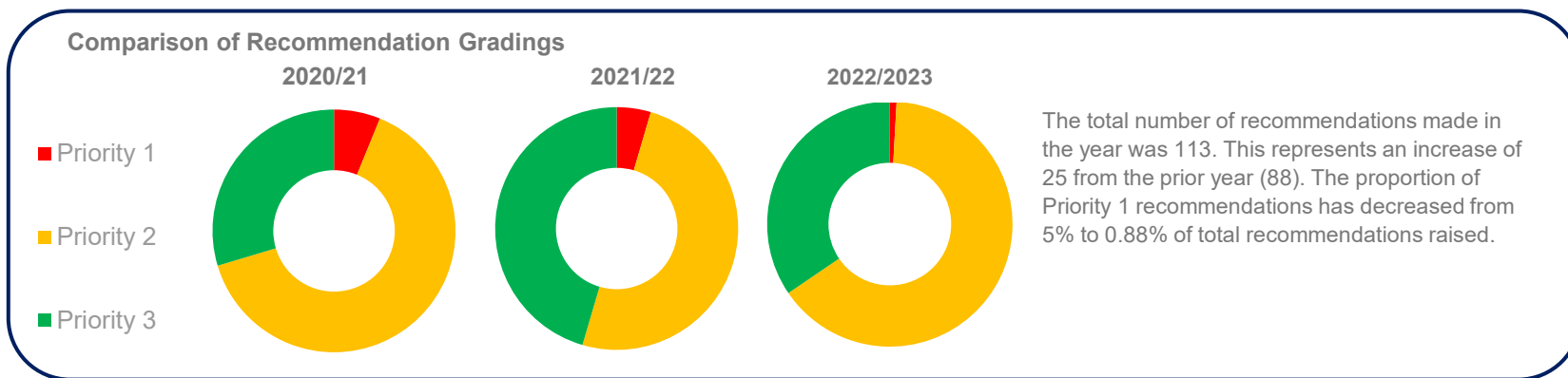
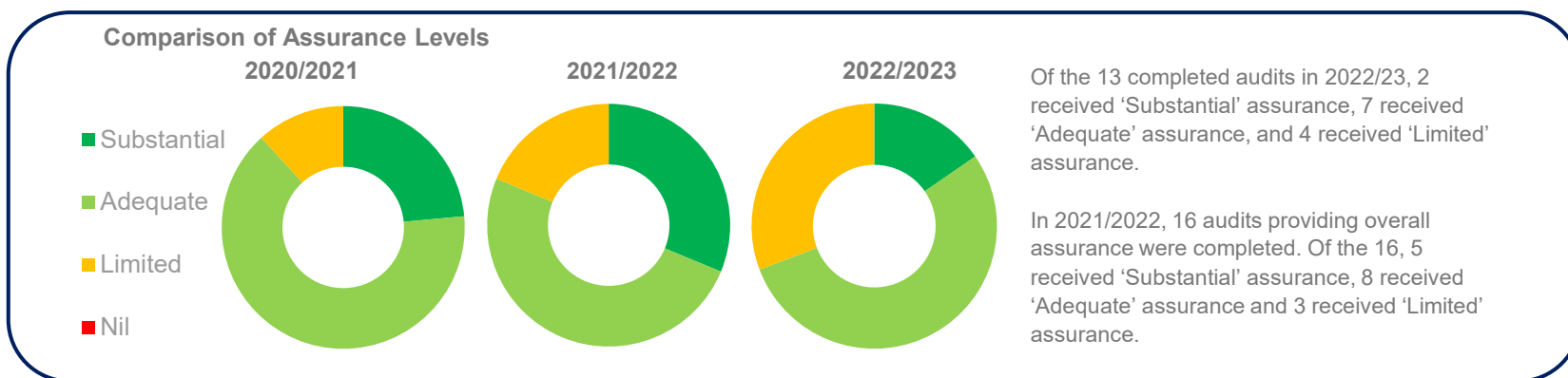
Summary of the 2022/23 Internal Audit Plan (cont)

Audit	Days	Assurance Level	Direction of Travel	Total	Findings by Priority		
					1	2	3
The Willow Primary School	5	Adequate	↔	8	-	7	1
Highgate Primary School	5	Limited	←	14	-	9	5
South Haringey School	5	Limited	←	18	-	10	8
Lordship Lane Primary School	5	Limited	↔	19	-	15	4
Tiverton Primary School	5	Limited	←	12	1	7	4
Totals				113	1	73	39



03 Benchmarking

This section compares the Assurance Levels and categorisation of recommendations made in the schools audits in 2020/21 and 2021/22.



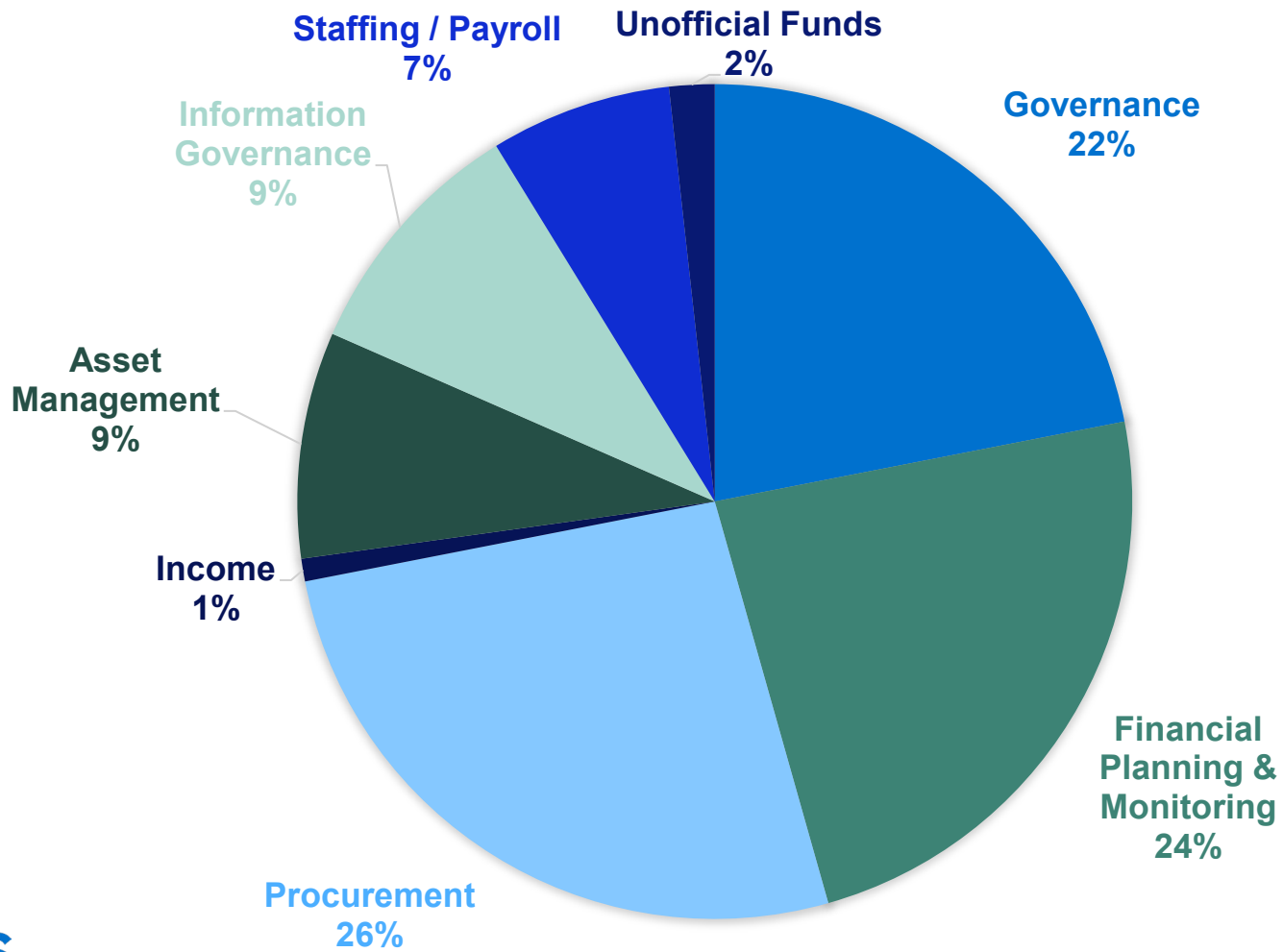


04 Overall Assessment of Control and Recommendations Raised

Area of Scope	Total	Recommendations Raised		
		1	2	3
Governance	-	19	6	-
Financial Planning and Monitoring	-	17	10	-
Procurement	-	18	12	-
Income	-	-	1	-
Asset Management	-	8	2	-
Information Governance	1	5	5	-
Staffing / Payroll	-	6	2	-
Income (Lettings, Breakfast and After School Clubs, School Meals Arrears)	-	-	-	-
Insurance and Health & Safety	-	-	-	-
Unofficial Funds	-	1	1	-
Totals		1	73	39



04 Overall Assessment of Control and Recommendations Raised



05 Follow-up on 2021/22 School Audits

Follow up of 2021/22 audits	Assurance	Recommendations raised			Total	Recommendations Implemented (Impl)			Total	Partly Impl.	Not Impl.	Not yet due	Due to review	
		1	2	3		1	2	3					Total	Total
Alexandra Primary School	Substantial	-	1		1	-	1	-	1	-	-	-	-	-
Fortismere School	Substantial	-	1	2	3	-	1	2	3	-	-	-	-	-
Rhodes Avenue Primary School	Substantial	-	1	1	2	-	1	1	2	-	-	-	-	-
St Mary's CE Primary School	Substantial	-	1	3	4	-	1	3	4	-	-	-	-	-
Bruce Grove Primary School	Adequate	-	2	5	7	-	2	5	7	-	-	-	-	-
Coldfall Primary School	Adequate	-	3	4	7	-	3		3	3	1	-	-	4
Hornsey School for Girls	Adequate	-	3	4	7	-	1	1	2	-	-	-	5	5
Mulberry Primary School	Adequate	-	2	2	4	-	2	2	4	-	-	-	-	-
Risley Avenue Primary School	Adequate	-	2	3	5	-		2	2	-	-	-	3	3
Rowland Hill Nursery School	Adequate	1	3	1	5	1	3	1	5	-	-	-	-	-
St Martin of Porres Catholic Primary School	Adequate	-	4	3	7	-	-	-	0	-	-	-	7	7
St Paul's Catholic Primary School	Adequate	-	5		5	-	-	-	0	-	-	-	5	5
Chestnuts Primary School	Limited	1	6	3	10	1	4		5	3	2	-	-	5
Highgate Wood School	Limited	1	6	1	8	-	5	1	6	1	1	-	-	2
Park View School	Limited	1	4	8	13	-	-	-	0	-	-	-	13	13
Overall Total		4	44	40	88	2	25	16	38	7	13	-	28	20

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.

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