

## NOTICE OF MEETING

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# Cabinet

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TUESDAY, 8TH NOVEMBER, 2011 at 18:30 HRS - CIVIC CENTRE, HIGH ROAD, WOOD GREEN, N22 8LE.

**MEMBERS:** Councillors Kober (Chair), Reith (Vice Chair), Bevan, Canver, Dogus, Goldberg, Strickland and Vanier.

### AGENDA

#### 1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

#### 2. URGENT BUSINESS

The Chair will consider the admission of any late items of Urgent Business. (Late items will be considered under the agenda item where they appear. New items of Urgent Business will be dealt with at Item 14 below. New items of exempt Urgent Business will be dealt with at Item 17 below).

#### 3. DECLARATIONS OF INTEREST

A Member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

A Member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest **and** if this interest affects their financial position or the financial position of a person or body as described in paragraph 8 of the Code of Conduct **and/or** if it relates to the determining of any approval, consent, license, permission or registration in relation to them or any person or body described in paragraph 8 of the Code of Conduct.

**4. MINUTES (PAGES 1 - 16)**

To confirm the minutes of the meeting held on 4 October 2011 as a correct record.

**5. DEPUTATIONS/PETITIONS/QUESTIONS**

To consider any requests received in accordance with Standing Orders.

**6. FINANCIAL PERFORMANCE FORECASTS AS AT 30 SEPTEMBER 2011 (PAGES 17 - 28)**

(Report of the Director of Corporate Resources – To be introduced by the Cabinet Member for Finance Carbon Reduction). To consider the forecast financial revenue and capital outturns for 2011/12 based on performance to 30 September 2011 and proposed management actions and budget adjustments.

**7. PERFORMANCE MONITORING (PAGES 29 - 54)**

(Report of the Chief Executive – To be introduced by the Cabinet Member for Finance and Carbon Reduction). To consider a report with respect to progress against the Council's priority outcomes for the second quarter of 2011/12.

**8. SHARED REGULATORY SERVICES BETWEEN THE LONDON BOROUGH OF WALTHAM FOREST AND THE LONDON BOROUGH OF HARINGEY**

(Report of the Chief Executive – To be introduced by the Cabinet Member for Finance and Carbon Reduction). The report seeks an in principle decision, subject to consultation, to enter into Phase 1 of a shared service with the London Borough of Waltham Forest. **REPORT TO FOLLOW**

**9. LONDON LOCAL AUTHORITIES AND TRANSPORT FOR LONDON ACT 2008 - APPOINTED DAY FOR ADOPTION OF POWERS UNDER PART 5 NON PAYMENT OF PENALTY CHARGE NOTICES (PAGES 55 - 58)**

(Report of Director of Place and Sustainability – To be introduced by the Cabinet Member for Environment). To advise the Cabinet of the new powers provided under Part 5 of the Local Authorities and Transport for London Act 2008 and the requirement for a Council resolution to fix an 'appointed day' for bring those powers into operation.

**10. ADMISSION TO SCHOOLS - PROPOSED ADMISSION ARRANGEMENTS FOR 2013/14 (PAGES 59 - 106)**

(Report of the Director of Children's Services – To be introduced by the Cabinet Member for Children and Young People). To seek approval of proposed new admission arrangements to be implemented from 2013/14.

**11. DISPOSAL OF COUNCIL PROPERTIES (PAGES 107 - 112)**

(Report of the Director of Place and Sustainability – To be introduced by the Cabinet Member for Finance and Carbon Reduction). To approve the disposal of the former Council premises which are surplus to the Council's requirements.

**12. MINUTES OF OTHER BODIES (PAGES 113 - 128)**

- a. Children's Safeguarding Practice and Policy Advisory Committee - 13 September 2011
- b. Procurement Committee - 6 October 2011
- c. Corporate Parenting Advisory Committee - 11 October 2011
- d. Cabinet Member Signing - 17 October 2011

**13. DELEGATED DECISIONS AND SIGNIFICANT ACTIONS (PAGES 129 - 134)**

(Report of the Assistant Chief Executive): To inform the Cabinet of delegated decisions and significant actions taken since the last Cabinet meeting on 4 October 2011.

**14. NEW ITEMS OF URGENT BUSINESS**

To consider any items admitted at Item 2 above.

**15. EXCLUSION OF THE PRESS AND PUBLIC**

The following items are likely to be the subject of a motion to exclude the press and public as they contain exempt information which either relates to the business or financial affairs of any particular person (including the Authority holding that information) or the amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods and services.

Note by the Head of Local Democracy and Member Services

Item 16 allows for the consideration of exempt information in relation to Item 13 respectively which appear earlier on the agenda.

**16. DISPOSAL OF COUNCIL PROPERTIES (PAGES 135 - 136)**

(Report of the Director of Place and Sustainability – To be introduced by the Cabinet Member for Finance and Carbon Reduction). To approve the disposal of the former Council premises which are surplus to the Council's requirements.

**17. NEW ITEMS OF EXEMPT URGENT BUSINESS**

To consider any new exempt items of Urgent Business admitted under Item 2 above.

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Published: 31 October 2011

**MINUTES OF THE CABINET  
TUESDAY, 4 OCTOBER 2011**

**Councillors Present:** Kober (Chair), Reith (Vice-Chair), Bevan, Canver, Dogus, Goldberg, Strickland and Vanier

**Also Present:** Councillors Bull, Jenks and Wilson.

MINUTE NO.	SUBJECT/DECISION	ACTION BY
CAB41.	<p><b>APOLOGIES FOR ABSENCE</b> (Item 1)</p> <p>There were no apologies for absence.</p>	
CAB42.	<p><b>URGENT BUSINESS</b> (Item 2)</p> <p>The following late items of Urgent Business were considered under the agenda item where they were listed:</p> <ol style="list-style-type: none"> <li>1) Item 8: Financial Planning 2012/33 2014/15</li> <li>2) Item 26: Proposed Pensions Funding Approach to the Leisure Services Contract (<i>this item was exempt</i>)</li> </ol>	
CAB43.	<p><b>DECLARATIONS OF INTEREST</b> (Item 3)</p> <p>Councillor Lorna Reith declared a personal and prejudicial interest with respect to Item 14 and left the Chamber for the duration of that item.</p>	
CAB44.	<p><b>MINUTES</b> (Item 4)</p> <p><b>RESOLVED:</b></p> <p>That the minutes of the meetings held on 19 July, 28 July and 18 August 2011, were confirmed as a correct record.</p>	HLDMS
CAB45.	<p><b>DEPUTATIONS/PETITIONS/QUESTIONS</b> (Item 5)</p> <p><u>Deputation from the Lewis and Mary Haynes Trust</u></p> <p>The Cabinet received a deputation from the Lewis and Mary Haynes Trust in objection to proposals (detailed in item 15) to merge the Grange and Hayes dementia day care centre and the closure of Woodside day centre. The spokesperson, Mr Patrick Morreau, addressed the meeting and outlined the group's objections to the proposals.</p> <p>Mr Morreau expressed concern that the merger of the Hayes and the Grange would result in overcrowding that would significantly lower the quality of life of the centres current users. It was contended that the proposed closure of Woodside would result in a level of capacity at the Grange that was unacceptable. In addition the loss of lunch clubs, drop-in and residential services were likely to lead to an increased demand being placed on the remaining services.</p>	

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It was argued that the importance of day centres in terms of the stimulation and social contact they provided was invaluable and that this type of contact helped dementia patients stay healthier and independent for longer. There was a risk that increased care at home may lead to isolation and increased illness and stress both for the client and carer.

It was suggested that the loss of the preventative role that day centres played in identifying health care needs early on would lead an increase in the numbers of people needing to move into residential care and that there would be an increase in the costs attached to this as a result.

Concern was also raised around the potential for independent providers to increase the cost of placements and that data with respect to the comparative costs, set out in the report, did not provide a sound basis upon which a decision could be made.

In conclusion Mr Morreau requested that Cabinet refuse the proposals set out under Item 15 and instead seek alternative ways of creating the savings required.

The Cabinet Member for Health and Adult Services responded to the points raised in Mr Morreau's submission. She began by thanking Mr Morreau and other members of the group that had been in dialogue with the Council during the consultation process. It was noted that the capacity of each of the centres affected by the proposals had been analysed and that the Council was confident that the proposals would provide sufficient capacity to deliver a good service.

Additional training and development was being provided for day centre staff and voluntary sector providers to enable them to deal with the needs of all clients.

With regard to the use of the Voluntary Sector it was proposed that services would be commissioned from the sector rather than relying on the use of volunteers. It was noted that the use of personalised budgets was a national policy and that the Council was required to respond to this. It was recognised that this would not be appropriate for everyone and that there would be people who wanted the Council to manage budgets on their behalf.

Unison

With the agreement of the Chair, Chris Taylor of Unison addressed the meeting setting out Unisons concerns with respect to the proposals to merge the Grange and Hayes dementia day care centre and the closure of Woodside day centre (detailed Item 15).

Concern was raised with regard to the outsourcing of services and the impact of this upon clients and staff. It was noted that in the past where this had not been successful services had been brought back in house after a period of significant disruption.

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	<p>It was contended that the use of direct payments should not be adopted as they could not be used to pay for services delivered by the Council and therefore promoted the outsourcing of services. It was suggested that Cabinet should ask officers to put together proposals that focussed on delivering more Council delivered services.</p> <p>The Cabinet Member, Health and Adult Services responded to the points made above. It was noted that where services were outsourced the Council would play a crucial role in monitoring contracts to ensure that clients received the best possible services.</p> <p>It was necessary to test the market and identify where services might be provided at less cost and where this was considered appropriate services supplied by the independent sector would be brought in. Given the financial position that the Council was working from all options had to be considered to ensure that the best possible value for money was achieved.</p> <p><u>Petitions</u></p> <p>Two petitions were received; the first was from the Relatives Support Group, The Hayes Dementia Day Centre, which was signed by 2822 people. The petition was in objection to the Council's proposals to merge the Hayes and Grange Dementia Care Centres and to the closure of Woodside and other day care centres.</p> <p>The second petition was from the Help Save Our Day Centre Group on objection to the merger of the Hayes and Grange Dementia day centres and to the closure of the Grange, Woodside, Have and Six8Four day centres, which was signed by 106 people.</p> <p><b>RESOLVED:</b></p> <p>That, in accordance with the Council's Constitution, a response to both petitions would be compiled and submitted to the Cabinet on 8 November 2011. *</p> <p><i>*(The response to the deputation at the meeting also covered the issues raised in the petitions. Following the meeting the petitioners were supplied with a written response, attached at Appendix 1, and this fulfils the requirement to provide a response to the November meeting).</i></p>	DAHS
CAB46.	<p><b>MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY COMMITTEE</b> (Item 6)</p> <p>Prior to consideration of this item the financial comments set out below, which had been omitted from the original report in error, were circulated:</p> <p>'The Chief Financial Officer has reviewed the attached scrutiny review and the recommendations and notes the financial comments highlighted in section 10.0 of this covering report.</p>	

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	<p>The majority of the recommendations should be able to be contained within existing budget provisions over the longer term although should Members wish to prioritise any there may be implications in terms of staff and budget resources.</p> <p>As highlighted in section 10.2 the recommendation with the largest financial implication is the possible adoption of a local Article 4 Direction. At this stage the recommendation to undertake some further cost benefit appraisal appears the most pragmatic approach’.</p> <p><u>The Clustering of Betting Shops in Haringey</u></p> <p>Cabinet noted the Scrutiny Review of the Clustering of Betting Shops and the Cabinet Member for Environment expressed her thanks to the Panel members (Councillor Winskill (Chair) Councillor Browne, Councillor Diakides, Councillor Ejiofor and Councillor Newton) for their work in carrying out the review.</p> <p><b>RESOLVED:</b></p> <p>That the report be noted and that (in accordance with the requirements of the Constitution) officers be requested to submit a Cabinet response including a detailed tabulated implementation action plan (to be presented to Cabinet on 20 December 2011).</p>	DPS
<p><b>CAB47.</b></p>	<p><b>COUNCIL'S QUARTERLY PERFORMANCE ASSESSMENT QUARTER 1, 2011/12</b> (Report of the Chief Executive – Item 7)</p> <p>The Cabinet received a report that provided an overview of performance during the first quarter of 2011/12 against the Council’s agreed priorities and outcomes.</p> <p>It was noted that despite the constraints of the current economic climate good progress was being made in reducing the number of young people not in education, employment or training. Particular areas for focus for the remainder of the year would include: working with partners to provide support and advice to people moving into employment and working with Veolia to improve recycling and street cleaning.</p> <p>Members were advised that details with respect to the number of schools in the Borough that intended to apply for academy status could be obtained from the Deputy Director of Children’s Services.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>i. That progress against the five outcomes during the first quarter of 2011/12 be noted.</li> <li>ii. That the issues and challenges identified in the report with regard to the next reporting period be noted.</li> </ul>	
<p><b>CAB48.</b></p>	<p><b>FINANCIAL PLANNING 2012/13 - 2014/15</b> (Report of the Director of Corporate Resources – Item 8)</p>	

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	<p>The Cabinet received a report that provided an update with respect to the Council's Medium Term Financial Plan (MTFP) that covered the three years to March 2015. The report contained proposals around how the remaining budget gap of £21m would be closed.</p> <p>It was noted that the proposals included savings to the running costs of residential children's homes and measures to achieve the savings outlined were being considered at present. Given the scale of the savings that were required it was important that all aspects of the running of the two homes were reviewed. In reviewing them there would need to be an assessment of whether the Council was the best placed organisation to run them.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>i. That the latest revenue financial forecasts for 2012-14, as set out at paragraph 9.39 and Appendix 1, of the report be noted.</li> <li>ii. That the new savings proposals, set out in Appendix 2 of the report, for review by the Overview and Scrutiny Committee and external consultation, be approved in principle.</li> <li>iii. That at its meeting on 20 December 2011 the Cabinet would consider further the revenue budget proposals for 2012/13 and the proposals for the Medium Term Financial Plan 2012-15 informed by responses to the consultation and scrutiny reviews set out at (ii) above.</li> </ul>	<p>DCR</p> <p>DCR</p>
<p><b>CAB49.</b></p>	<p><b>SUSTAINABLE PROCUREMENT POLICIES</b> (Report of the Director of Corporate Resources – Item 9)</p> <p>The Cabinet received a report that sought the approval of two new sustainable procurement policies relating to the procurement of timber and food and drink.</p> <p>It was noted that sustainable procurement was becoming increasingly important and that the Government was placing an increasing emphasis on this. In addition there were also new regulatory and policy requirements being established around energy use and sustainable production and consumption.</p> <p><b>RESOLVED:</b></p> <p>That the sustainable timber policy and sustainable food and drink policy be adopted as formal policies of the Council.</p>	<p>DCR</p>
<p><b>CAB50.</b></p>	<p><b>BEREAVEMENT SERVICES TRANSFER</b> (Report of the Director of Place and Sustainability – Item 10)</p>	

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The Cabinet received a report that provided an overview of the results of the recent informal tender disposal exercise for Bereavement Services. The report also sought approval of the preferred bidder and disposal of the Bereavement Service.

*Exempt information pertaining to the report was set out in Item 25.*

Cabinet was advised that since the publication of the report paragraph 5.4.2 had been updated to read as follows:

'Dignity Funerals Ltd are the largest private sector cemetery and crematoria operator in the United Kingdom running 34 crematoria, four cemeteries and operating a further 20 cemeteries on behalf of local authorities. Dignity performs more cremation and burials than any other private or public sector organisation in the UK. They are a FTSE 250 company and a Registered Provider regulated by the Financial Planning Authority. In 2010, their turnover from cemetery and crematoria operations was £38m'.

It was noted that three bids had been received and evaluated and it was recommended that 'Company A' should be selected as the preferred bidder.

The Cabinet was advised that the potential for re-using graves had been explored; however the costs attached to the work that would need to be undertaken to make this viable outweighed any income that could be derived from this. It was noted that the heads of terms would state that the Council's permission would need to be obtained if the successful company wanted to pursue this.

It was noted that recommendation 3.4 detailed in the report had been amended to require the submission of a Biodiversity Management Plan to cover all three sites as part of the negotiations with regard to the final terms and conditions. In addition recommendation 3.6 had also been amended to state that the final heads of terms and related sale and lease agreements would be agreed in conjunction with the Cabinet Member for Environment.

**RESOLVED:**

- i. That on completion of the proposals described in 3.2 of the report the Council would cease to directly provide crematorium and cemetery services ('Bereavement Services').
- ii. That the disposal of the Council's Bereavement Services as a going concern and its three sites, known as Enfield Crematorium, Tottenham Cemetery and Wood Green Cemetery be approved.
- iii. That 'Company A' be selected as the preferred bidder and its bid (as set out in paragraph 2.2 of the exempt report).
- iv. That 'Company B' be selected as the reserve bidder and its bid

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	<p>(as set out in paragraph 2.2 of the exempt report).</p> <p>v. That the preferred bidder would produce an agreed Conservation and Biodiversity Management Plan to cover all three sites during the negotiation on final terms and conditions and before the date of disposal.</p> <p>vi. That Cabinet delegates authority to the Director of Place and Sustainability, in conjunction with the Cabinet Member for Environment, to agree the final heads of terms and related sale and lease agreements.</p>	<p>DPS</p> <p>DPS</p>
<p><b>CAB51.</b></p>	<p><b>TOTTENHAM HALE GYRATORY SYSTEM - SIGNING THE SECOND FUNDING AGREEMENT</b> (Report of the Director of Place and Sustainability – Item 11)</p> <p>The Cabinet received a report that provided an update on progress with respect to the Tottenham Hale Gyratory Scheme following the signing of the first funding agreement between the Council and Transport for London (TfL).</p> <p>Authorisation for the completion of the second and final phase of the scheme by Autumn 2014, subject to the satisfactory completion of the Hale Village Section 106 Agreement, was also sought.</p> <p>Cabinet was advised that since the publication of the agenda the objection to the transfer of land, as recommended in 4.6 of the report, had been withdrawn and as such the recommendation had been amended to reflect this.</p> <p>It was noted that measures had been put in place to mitigate the risk attached to the receipt of monies from the Section 106 Agreement being delayed. The current economic climate and housing downturn had had an impact on the Hale Village scheme and in order ensure that the scheme could progress in the event of a delay in receiving this a sum of £500k had been included in the Council's indicative capital programme to cover, in part, any shortfall. This sum would then be recouped when the Section 106 contribution had been received.</p> <p><b>RESOLVED:</b></p> <p>i. <b>Approval of commitment of Council funds:</b> That the sum of £5,141,900 should be committed as the Council's contribution to the Phase Two main construction works for the Tottenham Hale Gyratory Scheme (together with the use of remaining Growth Fund money from Phase One work), having fully considered the risks associated with the possible non-receipt of funds (as set out in paragraphs 6.20 – 6.29 of the report).</p> <p>ii. <b>Approval of additional 'contingency' provision in the indicative capital programme:</b> That the sum of £878,000 should be allocated in the indicative capital programme for 2012/13 as an additional contingency fund to mitigate the risk of shortfall in</p>	<p>DPS</p> <p>DPS</p>

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	<p>Section 106 receipts that could be allocated to the scheme (as set out in paragraphs 6.21 – 6.29 of the report).</p> <p>iii. <b>Authorisation of completion of the second funding agreement:</b> That the Director of Place and Sustainability and Head of Legal Services should be authorised to finalise the drafting and completion of the second funding agreement for the Tottenham Hale Gyratory Scheme, along with Transport for London, that would commit the Council funds approved under point (i) of this resolution, subject to the prior completion of the Hale Village Section 106 Agreement, which provides for infrastructure payments that can be used towards the scheme.</p> <p>iv. <b>Responsibility of any cost increase:</b> That Transport for London will be responsible for funding any increase in the costs above the estimated total cost of £34.176m for the whole scheme was noted.</p> <p>v. <b>Conditions for reimbursement of funds by the Council to Transport for London and Homes and Communities Agency:</b> That the principle (without fettering any future decisions of the Council) that up to £10,002,000 of the investment by Transport for London and up to £4,998,000 by the Homes and Communities Agency, for the scheme may be reimbursed to those organisations by the Council subject to:</p> <ul style="list-style-type: none"> <li>a. the receipt of appropriate and sufficient payments that could be allocated to the scheme from Section 106 agreements or a Community Infrastructure Levy system (if such a levy was introduced by the Council in the future) with such decisions being at the sole discretion of the Council and;</li> <li>b. any reduction in the actual cost of the scheme being used to reduce the Transport for London and Homes and Communities Agency investment that was reimbursable by the Council from Section 106 contributions or a Community Infrastructure Levy.</li> </ul> <p>vi. <b>Transfer of land to allow localised road widening:</b> That the transfer to Transport for London of two strips of land (marked 1 &amp; 2 on Plan 1 attached to this report) at nil cost to facilitate localised road widening for the Gyratory Scheme be approved.</p>	<p>DPS</p> <p>DPS</p>
<p><b>CAB52.</b></p>	<p><b>ANNUAL FUNDING SUBMISSION FOR TRANSPORT SCHEMES</b> (Report of the Director of Place and Sustainability – Item 12)</p> <p>The Cabinet received a report that sought approval to submit the Local Implementation Plan (LIP) Annual Spending Submission for 2012/13 to Transport for London.</p> <p><b>RESOLVED:</b></p>	

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	That the LIP Annual Spending Submission, as set out in Appendix A of the report, be approved.	DPS
<b>CAB53.</b>	<p><b>WINTER SERVICE PLAN 2011/12 REVIEW</b> (Report of the Director of Place and Sustainability – Item 13) The Cabinet received a report that sought approval of the Winter Service Plan for 2011/12.</p> <p>It was noted that feedback and suggestions gathered regarding the service had been reflected in the plan. As well as an extended grit bin network measures to enable and equip residents to clear snow for themselves, as recommended by the Government, had also been included for the first time.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>i. That the Winter Service Plan 2011/12, appended to the report, incorporating the proposed changes to Pavement and Carriageway Priority Levels, be approved and adopted.</li> <li>ii. That the extension of the grit bin network, to include four new sites (as detailed in paragraph 4.8 of the report) be approved.</li> <li>iii. That the amended minimum salt stock levels and in-season salt stock review arrangements (detailed in Table 1, paragraph 4.14.3 of the report) be approved.</li> <li>iv. That the promotion of the Government’s self-help advice for residents and businesses who want to clear snow from the pavements outside their premises and the provision of snow shovels upon request to recognised residents groups (detailed in paragraph 4.15 and Appendix 3) be approved.</li> <li>v. That the Winter Service Operation Plan should be reviewed annually.</li> </ul>	<p>DPS</p> <p>DPS</p> <p>DPS</p> <p>DPS</p> <p>DPS</p>
<b>CAB54.</b>	<p><b>DECENT HOMES PROGRAMME 2012-13 (YEAR 5)</b> (Report of the Director of Adults and Housing – Item 14) <i>Prior to the consideration of this item Councillor Reith declared a personal and prejudicial interest and withdrew from the Council Chamber during its consideration.</i></p> <p>The Cabinet received a report that sought approval of the investment priorities and procurement arrangements that were proposed for the 2012/13 Decent Homes Programme.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>i. That the Decent Homes funding that was anticipated between 2012 and 2015 (including the provisional allocations in 2013/14 and 2014/15) be noted.</li> </ul>	

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	<p>ii. That the proposed priorities for 2012/13 (Year 5 of the Decent Homes Programme) as detailed in Appendix 1 of the report be approved.</p> <p>iii. That the 'reserve list' of homes, detailed in Appendix 2 of the report, be noted and approved and that these homes should be added to the Decent Homes Programme when funds allowed for this.</p> <p>iv. That the 2012/13 programme should be delivered through a mini-tender of the four Decent Homes Programme contractors and that delegated authority for the approval of these contracts is given to the Director of Adult and Housing Services in consultation with the Cabinet Member for Housing.</p>	<p>DAHS</p> <p>DAHS</p> <p>DAHS</p>
<p><b>CAB55.</b></p>	<p><b>PLANNING DAY OPPORTUNITIES PROVISION (PROPOSED DAY CENTRE CLOSURES)</b> (Report of the Director of Adults and Housing – Item 15)</p> <p>The Cabinet received a report that provided an overview of the consultation that had been undertaken with a range of people that used Adult Services Day Opportunities, their families/carers and other key stakeholders, in relation to decisions made in principle on 21 December 2010 about the future of these services.</p> <p>A range of amended proposals were set out in the report with respect to the Day Opportunities services in question, which took in to account the comments received as part of the consultation process. Cabinet was advised that the disruption caused would be minimal and that the physical movement of clients would be planned and carried out carefully.</p> <p><b>RESOLVED:</b></p> <p>That the following recommendations, set out below, be agreed:</p> <p><u>The Haven Day Centre for Older People</u></p> <p>That this would not be closed, as previously proposed, but that the service model would be adjusted to provide a new and more flexible service for all adults providing care and support to both older people and people with mental health issues who live in the east of the Borough. With the rolling out of personal budgets, older people using the centre to purchase their care via a personal budget and look to an appropriate voluntary or independent sector provider to provide the service in the future, subject to market testing.</p> <p><u>Grange/Hayes Centres for Older Adults with Dementia</u></p> <p>That this would not be combined on one site, as previously proposed, but to continue as separate units under a combined staff and management structure and the day opportunities support there would be purchased via a personal budget as above.</p>	<p>DAHS</p> <p>DAHS</p>

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	<p><u>684 Centre for People with Mental Health Issues</u></p> <p>This would be closed no later than 31 March 2012, as originally proposed, with eligible users of the service being offered an alternative service in The Clarendon Centre and on an outreach basis for two days in The Haven; care from The Haven to be purchased via a personal budget given to people to gain increased choice and control of their support packages.</p> <p><u>Woodside Day Centre for Older People</u></p> <p>That this would be closed by no later than 31 March 2012, as originally proposed, with eligible service users offered a service in The Grange, The Hayes Centre or The Haven and their care to be purchased via a personal budget.</p>	<p>DAHS</p> <p>DAHS</p>
<p><b>CAB56.</b></p>	<p><b>RESPONSE TO THE SCRUTINY REVIEW OF CORPORATE PARENTING</b> (Report of the Director of Children Services – Item 16) The Cabinet received a report that set out the Children’s Services response to the Scrutiny Review on Corporate Parenting.</p> <p>It was requested that feedback was provided to the young people that had given their views to the Panel as part of the review in order to demonstrate how these had shaped the report’s content and recommendations.</p> <p><b>RESOLVED:</b></p> <p>That Cabinet agreed the response as set out in the report.</p>	<p>DCS</p> <p>DCS</p>
<p><b>CAB57.</b></p>	<p><b>MINUTES OF OTHER BODIES</b> (Report of the Assistant Chief Executive - Item 17)</p> <p><b>RESOLVED:</b></p> <p>That the minutes of the following meetings be noted and the necessary action be approved:</p> <p style="padding-left: 40px;">a. Cabinet Member (Children’s Services) Signing - 15 August 2011 b. Procurement Committee - 28 July 2011</p>	<p>HLDMS</p>
<p><b>CAB58.</b></p>	<p><b>DELEGATED DECISIONS AND SIGNIFICANT ACTIONS</b> (Report of the Assistant Chief Executive - Item 18) The Cabinet received a report detailing the delegated decisions and significant actions taken by Directors since 19 July 2011.</p> <p><b>RESOLVED:</b></p> <p>That the report be noted.</p>	
<p><b>CAB59.</b></p>	<p><b>URGENT ACTIONS</b> (Report of the Assistant Chief Executive - Item 19)</p>	

**MINUTES OF THE CABINET  
TUESDAY, 4 OCTOBER 2011**

	<p>The Cabinet received a report detailing urgent decisions taken by Directors in consultation with Cabinet Members since 19 July 2011.</p> <p><b>RESOLVED:</b></p> <p>That the report be noted.</p>	
<b>CAB60.</b>	<p><b>DISPOSAL OF COUNCIL PROPERTIES</b> (Report of the Director of Corporate Resources - Item 20)</p> <p>The Cabinet was advised that since the publication of the agenda there had been further discussion with officers with respect to the Council Offices at Compton Crescent and it was proposed that the decision with regard to this property should be delayed until the next Cabinet meeting on 8 November.</p> <p><i>Exempt information pertaining to the report was set out in Item 24.</i></p> <p><b>RESOLVED:</b></p> <p>i. That the Head of Corporate Property should be authorised to dispose of the Council's freehold interest in the following property for the best consideration reasonably obtainable on the open market:</p> <p>113 Crouch Hill, N8</p> <p>ii. That decision with respect to Council offices at Compton Crescent, N17, be deferred until the next meeting of Cabinet on 8 November 2011.</p>	<p>DCR</p> <p>DCR</p>
<b>CAB61.</b>	<p><b>NEW ITEMS OF URGENT BUSINESS</b> (Item 21)</p> <p>There were no new items of Urgent Business.</p>	
<b>CAB62.</b>	<p><b>EXCLUSION OF THE PRESS AND PUBLIC</b> (Item 22)</p> <p><b>RESOLVED:</b></p> <p>That the press and public be excluded as the following items contain exempt information which either relate to the business or financial affairs of particular persons (including the Authority holding that information) and the amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods and services.</p>	
<b>CAB63.</b>	<p><b>DELEGATED DECISION AND SIGNIFICANT ACTIONS</b> (Item 23)</p> <p><b>RESOLVED:</b></p> <p>That the exempt delegated decisions and significant actions set out in the report be noted.</p>	

**MINUTES OF THE CABINET  
TUESDAY, 4 OCTOBER 2011**

<b>CAB64.</b>	<b>DISPOSAL OF COUNCIL PROPERTIES</b> (Item 24)  As set out under Item 20.	
<b>CAB65.</b>	<b>BEREAVEMENT SERVICES DISPOSAL</b> (Item 25)  As set out under Item 10.	
<b>CAB66.</b>	<p><b>PROPOSED PENSIONS FUNDING APPROACH TO THE LEISURE SERVICES CONTRACT</b> (Item 26)</p> <p>The Cabinet considered a report that sought agreement to the adoption of a 'cap and collar' approach to the employer contributions and past service deficits for those employees who were being transferred to the employment of an external contractor via a TUPE arrangement.</p> <p><b>RESOLVED:</b></p> <p>That a 'cap and collar' approach to pensions be adopted in respect of the employer contributions and past service deficits for those employees that would be subject of TUPE as a result of the leisure management contract and who are or become active members of the London Borough of Haringey Pension Fund with the precise percentage range for the cap and collar to be agreed by the Director of Corporate Resources, mitigated by the contractor being 100% liable for pension costs within their control.</p>	
<b>CAB67.</b>	<b>NEW ITEMS OF EXEMPT URGENT BUSINESS</b> (Item 27)  There were no new items of exempt Urgent Business.	

COUNCILLOR CLAIRE KOBER

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Chair

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6<sup>th</sup> October 2011

## **RESPONSE TO PETITION – CABINET MEETING 4<sup>TH</sup> OCTOBER 2011**

Firstly, I am most grateful to the Haynes Relatives Support Group for their petition and a further 2800 Haringey residents for letting us know exactly what they think of the Council's proposals for The Haven, The Haynes, The Grange, Woodside and the 684 day care centres.

Rather than wait until Cabinet meets in November (as the constitution would allow), I would like to respond to the petition now if I may.

There is no doubt that current day services, as typified by sheer number of signatories to these petitions, are highly regarded by those who use them. This and the other points petitioners make around the risks of isolation, a lack of stimulation or social contact for people with dementia and the lack or inadequacy of suitable alternatives in the independent sector has been made abundantly clear during the consultation.

I would also like to acknowledge concerns raised regarding the impact for carers if loved ones were not able to attend centres or, in some cases, access other suitable centre-based alternative.

However, it is in response to concerns about the lack of sufficient suitable alternative provision received during the 12-week consultation period, and following individual reviews with users of services, relatives and carers that Cabinet was invited to retain The Haven and keep both the Haynes and the Grange open although finding the money to do this from further 'back office efficiencies' will be challenging but will be done in order to protect frontline services and the help and support we provide to vulnerable adults in Haringey.

Cabinet has however agreed 'in principal' to us looking to some form of alternative management structure for these remaining centres (local authority trading company, staff mutual or an appropriate voluntary or independent sector provider/s) to provide the service in the future, subject, of course, to the outcome of market testing and a further period of consultation before any final decision is taken as to whether things change or stay as they are.

I should say however, that in order to meet our required savings targets as a result of unprecedented government imposed cuts we are still proposing to close two of our day centres (684 and Woodside). The principal reason being that, unlike The Haynes, The Haynes and The Grange where the local market is not sufficiently developed just yet, we can continue to meet the needs of users of Woodside and the 684 Day Centres through our local, existing day services and personal budgets. Moreover, in the case of 684, other funding streams (NHS funding and the Area Based Grant) are no longer available, so the service on this site is no longer financially viable.

In case of the 684 centre, we will be offering an alternative service in the Clarendon Centre and on an outreach basis for two days a week in The Haven; care from The Haven to be purchased via a personal budget given to people to gain increased choice and control of their support packages.

Users of Woodside Day Centre will be offered a service in The Grange, The Haynes or The Haven and their care purchased via a personal budget.

Services earmarked for closure will close no later than 1<sup>st</sup> April 2012. I would however like to reassure you that vulnerable adults assessed as needing a service will continue to receive such a service which the Council will buy for them or which will be obtainable from one of the centres that it is proposed remains open or elsewhere.

**Regards**

A handwritten signature in black ink, appearing to read 'D. Dogus', with a stylized flourish at the end.

**Councillor Dilek Dogus  
Cabinet Member for Health and Adult Services**



Haringey

Report for:	Cabinet 8 <sup>th</sup> November 2011	Item number	
Title:	Financial Performance Forecasts as at 30 <sup>th</sup> September 2011		
Report authorised by :	Director of Corporate Resources <i>J. Pender 28/10/11</i>		
Lead Officer:	Graham Oliver Tel: 020 8489 3725; Email: <a href="mailto:Graham.Oliver@haringey.gov.uk">Graham.Oliver@haringey.gov.uk</a>		
Ward(s) affected: All	Report for Key/Non Key Decision: Key		

- 1 **Describe the issue under consideration**
  - 1.1 To consider the forecast financial revenue and capital outturns for 2011/12 based on actual performance to 30<sup>th</sup> September.
  - 1.2 To consider the proposed management actions and approve the budget adjustments (virements) in response to monthly budget management during the first half of the financial year.
  - 1.3 **Cabinet Member Introduction**
  - 1.4 Our budget for 2011-12 requires the delivery of an unprecedented level of savings. In that context the projected overspend of £1.75m (0.6% of the total budget) as set out in this report is a highly commendable achievement by the Council's officers.
  - 1.5 Overall I will continue to ensure the budget is monitored closely and I do expect that the position will improve over the next few months.
- 2 **Recommendations**
  - 2.1 To consider the report and the progress being made against the councils 2011/12 budget in respect of revenue and capital.
  - 2.2 To approve the budget changes (virements) set out in Appendix 3 and the carry forward request in para 8.4.
  - 2.3 To require the Director of Childrens Service to take the necessary action to bring current year spending to within the approved budget.



**Haringey** Council

### **3 Revenue Budget Projection**

- 3.1 The overall forecast outturn position as projected by budget holders using financial information up to 30th September is shown in Appendix 1. The overall General Fund forecast is an over spend of £1.75m. However this is after containing a number of significant pressures both within and across the Directorates. The HRA is forecasting a £2.5m underspend. The financial position for each Directorate is discussed in more detail in the body of this report.

### **4 Adults & Housing Directorate**

- 4.1 Overall the Directorate is forecasting an outturn position on the General Fund of £0.4m under budget.
- 4.2 Adult & Community Services
- 4.3 There are full year underspends projected in period 6 but these are being offset against the pressures anticipated in the second half of the financial year in relation to funding withdrawals for service users who no longer meet NHS North Central London funding criteria.
- 4.4 Additional care packages pressures have been identified across Adults commissioning for 2012/13. This budget pressure is the subject of on-going review and its potential impact on 2012/13 is being assessed.
- 4.5 Community Housing Services
- 4.6 Community Housing Services are projecting a £0.4m under spend at outturn, the major variances are detailed below:
- 4.7 Private Sector Leases are currently showing a projected underspend as a result of the successful renegotiations with landlords at the introduction of the new subsidy system.
- 4.8 Across the department delays in recruitment and the holding of vacancies are producing savings which are mitigating the pressures.

### **5 Chief Executive's Directorate**

- 5.1 Currently the Directorate is forecasting a net over spend of £0.1m which is mainly as a result of pressures in Human Resources and to a lesser extent Communications, being offset by some under spends in other areas.
- 5.2 The HR forecast over spend is the result of the retention, to the end of September, of redundant staff, scheduled to be released from the



## Haringey

beginning of the year, to support delivery of the significant organisational changes arising from the corporate savings programme.

- 5.3 The pressure in Communications is largely due to a delay in implementing the restructuring within translation and interpretation. This is being offset by under spends in Policy, Intelligence & Partnerships by holding vacancies ahead of further planned savings in 2012/3.

## 6 Corporate Resources Directorate

- 6.1 The Directorate overall forecast is a breakeven position although there are some pressures and mitigating underspends as set out below.
- 6.2 There are budget pressures of circa £0.2m in benefits and local taxation due to the increasing caseloads in the service and their associated costs. These budgets continue to be closely monitored to ensure a balanced position by the year-end.
- 6.3 The IT business unit is forecasting an under spend of £0.25m due to the renegotiation of the call costs and a one off rebate for last year.
- 6.4 To date there has been a significant pressure for the legal service as demand has been in excess of the allocated resources. All Directorates have been looking at ways of reducing demand and mitigating the position. However it is felt that as the demand levels as similar to that of last year reducing it in the short term is not realistic. An appropriate virement is to be made to reflect ensure the budget is at a realistic level. This issue was raised in the July Cabinet report.

## 7 Children & Young People's Directorate

- 7.1 The net outturn position for Children's Services is an overspend of £1.7m across the department. The factors affecting the gross position and the management action associated with minimising, as far as is possible, the net position, are set out further below.
- 7.2 The service has received significant investment as part of the 2011-12 budget setting process and the early indications were that the on-going pressures present in 2010-11, largely related to the number of Looked After Children (LAC) and their associated costs had not significantly subsided. However there is now some evidence that numbers have stabilised and they now stand at 588 (September 2011) compared with around 600 at the beginning of the year.
- 7.3 The Chief Executive has constituted a Transformation Board to continue to take forward improvements in Children's Services within the budget available both in 2011-12 but also going forward in 2012-13



**Haringey**

where savings attributable to reductions in the number of LAC are included in the Council's Medium Term Financial Plan.

- 7.4 There remains a residual risk associated with the implementation of the revised Children's Centres proposals which are now programmed for implementation in January 2012. The Corporate Committee recently considered the outcome of the staffing consultation which will enable the recruit to stay process to commence. Action has been taken to reduce costs as far as possible following the delay to the implementation of the proposals and the estimated cost of the slippage (£100k) is included in the overall overspend position for the service. At this stage there is sufficient provision which has been retained corporately, as part of the 2011-14 Medium Term Financial Plan, to cover risk in this area.
- 7.5 Looked After Children (LAC) Placements
- 7.6 Analysis of the Childrens Services budget identifies an overall gross pressure of £2.8m in safeguarding. The Directorate has taken management action to reduce this to a net outturn position of £1.6m.
- 7.7 The management actions that are currently in place are aiming to ensure that identified children, and particularly those in high cost placements, have strategies in place which move them into more appropriate lower cost placements during the course of 2011-12. There is evidence that these actions are starting to have a positive effect on the likely outturn position.
- 7.8 There are however still some significant risks associated with this budget particularly as the number of LAC are in excess of those assumed in setting the original budget, although some evidence of stabilisation in numbers has been seen over the last few months.
- 7.9 Children and Families Staffing Costs
- 7.10 As previously reported salary pressures are apparent in all of the key teams dealing with children's safeguarding services. Again management action is being taken to reduce reliance on agency staff and bring staffing numbers into line with the numbers of established posts.
- 7.11 Prevention and Early Intervention (PEI) – Youth Offending Service Staffing Costs
- 7.12 Some vacant posts have been held in this area, although the service anticipates being fully staffed from December. Taking into account the level of vacancies held, together with other outstanding issues such as pending single status appeals and the need for an appropriate adult



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contract, an under spend is anticipated by year end, which is offsetting other pressures elsewhere within the Directorate.

7.13 Prevention and Early Intervention - Schools

7.14 School balances have been falling in overall levels for the last few years and more schools are finding it necessary to seek Licensed Deficit arrangements. A panel of School Forum members met recently to agree the distribution of the contingency for schools in financial difficulty; these are typically those schools with deficit issues.

7.15 An enhancement to the Pupil Premium, which provides additional resources for each pupil entitled to Free School Meals, has been recently announced. The increase from £430 per pupil (with FSM) to £488 relates to 2011-12 with further increases announced over the period of the spending review.

7.16 The Council is also awaiting the outcome of recently closed consultations in respect of the methodology for calculating the Local Authority Central Services Equivalent Grant (LACSEG) and more fundamental arrangements for School Funding changes from 2013-14.

**8 Place & Sustainability Directorate**

8.1 The net outturn position for Place & Sustainability is a £0.4m overspend largely due to the underachievement of budgeted levels of rental income within Commercial Property.

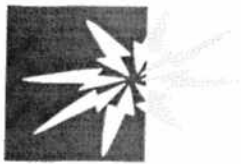
8.2 There are a number of other pressures across the directorate being offset against early achievement of 2012-13 savings and one off increases in waste income.

8.3 Costs related to the creation of a Tottenham Regeneration team are still being evaluated and external funding is being sought where possible.

8.4 The 2011/12 budget contains £60k for Olympic legacy projects that are not in the base budget for 2012/13. In order to run a small grants programme in conjunction with the Olympics and to ensure funding is available to maximise the impact of the Torch Relay passing through Haringey it is recommended that an early decision is made to carry forward this funding into 2012/13.

**9 Housing Revenue Account**

9.1 The HRA is currently forecasting a year end under spend of £2.5m mainly due to capital financing costs being under the budget set. The overall budget position will continue to be monitored and consideration



## Haringey

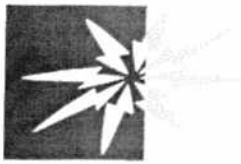
will be given to the options this offers to the council as part of setting the 2012/13 budget.

### 10 Non Service Revenue

- 10.1 The year end forecast for Non-service revenue (NSR), which largely consists of budgets for capital financing costs, levies and contingencies is an underspend of £0.1m which is the risk provision being used to offset the Children's Centres savings slippage. Overall for the £41m revenue savings in 2011/12 this currently the only area where it is anticipated that the full saving may not be achieved. There are shortfall in some other savings proposals but these are being met from elsewhere within the relevant services budgets.
- 10.2 The Council's £2m approved contingency is also held within this budget, which is available to support unplanned pressures that may arise across the council. One area of uncertainty is the overall costs of the riots in August 2011 and the extent to which funds spent can be claimed from government funding streams. This area will be carefully monitored.
- 10.3 The Alexandra Palace and Park Trust continues to work to maximise the profit generated and keep discretionary expenditure to a minimum and currently no additional contribution is anticipated for this financial year. Work is also progressing with the longer term regeneration master plan and it is proposed that any under spend the palace can achieve in 2011/12 is ring fenced for work on the regeneration project.

### 11 Treasury Management

- 11.1 During 2011/12 a total of £53.5m of long term borrowing is maturing and although internal balances can be used in lieu of borrowing to some extent, some refinancing of this debt is required. As a result of introduction of self-financing of housing, the Council is expecting to have £241m of PWLB loans repaid on 1<sup>st</sup> April 2012. It is in the Council's interests to maximise the amount of the loans with relatively high interest rates that are repaid by government. Therefore on the advice of the Council's treasury management advisers, it is planned to avoid taking any PWLB borrowing until after the repayment. As a short term alternative, £40m of loans have been taken from other local authorities for periods between 9 months and 1 year.
- 11.2 Cash balances averaged £41.9m during the first six months of the year and the average interest rate earned was 0.72%. Following a series of downgrades of UK banks, RBS, Nat West, Lloyds, Bank of Scotland and Nationwide Building Society were removed from the Council's lending list as they no longer meet the minimum criteria set out in the Treasury Management Strategy Statement. There are no outstanding deposits with any of these banks. The Council's funds are held in

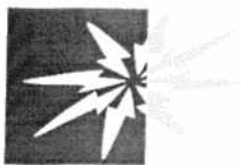


**Haringey**

instant access accounts only to enable investments to be called back quickly if required while uncertainty remains in the markets.

## **12 Capital Programme**

- 12.1 The overall capital programme is forecasting £4.18m under budget as set out in Appendix 2. The major variances are discussed in the paragraphs below. The Capital bidding process for 2012/13 is underway for those schemes where the Council provides the funding, the resulting recommended new year programme will form part of the Medium Term Financial Planning report to the December Cabinet. The recommended programme will factor in available resources. Schemes which have slipped into the following year will be resubmitted in the bidding process.
- 12.2 The final construction project (Woodside High School) within the BSF programme has now reached practical completion, and has completed on time and within budget at a total cost of £29.5m. This means that the construction element of the BSF programme has now closed, and the BSF Board approved the programme close report at its last meeting on 25<sup>th</sup> October. The total programme involved major construction works across 12 secondary schools, including the site acquisition and construction of the new school at Heartlands, plus significant investment in ICT and the procurement of a managed service ICT contract, which runs to August 2013. All projects were delivered within budget.
- 12.3 The total cost of the BSF programme from inception through to completion is £214m. BSF funding received from DfE totalled £186m, with a further £15m provided from other external grants. Additional funding from the Council of £13m has been provided from other capital allocations, revenue contributions, school contributions and planning gain (S106) contributions. Financial close of the programme will not be complete until 2013, once the ICT contract has concluded, and all outstanding fee and retention payments have been released at the end of the construction defects period.
- 12.4 The position of the affordable housing project is being reviewed to consider if the resources should be applied in a different way to achieve a better outcome. This will be considered as part of the councils overall review of the capital programme.
- 12.5 The variation on the information technology infrastructure programme is occurring due to the need to reassess the profile of the expenditure and taking into account the latest pricing information.
- 12.6 The project on the reprovision of the recycling centre is closely linked to a decision by the North London Waste Authority (NLWA) on recycling



**Haringey**

centres and at this stage no commitment have been made until the position with NLWA is known.

- 12.7 There is some slippage in the accommodation strategy spend due to the start dates on certain projects, however some costs expected to be incurred in 2012/13 on dilapidations have been brought forward.

**13 Virements**

- 13.1 The Council constitution determines the level of virements which fall to be approved by Cabinet and of those, which represent key decisions. They virements which require approval at the end of September (period 6) are presented in Appendix 3.

**14 Comments of the Chief Financial Officer and Financial Implications**

- 14.1 The comments of the Chief Financial Officer and Financial implications are included throughout the report.

**15 Head of Legal Services and Legal Implications**

- 15.1 There are no specific legal implications in this report.

**16 Policy Implications**

- 16.1 As a budget monitoring report there are no specific policy implications flowing from this report.

**17 Use of Appendices**

- 17.1 Appendix 1: Forecast Revenue Outturn by Directorate  
17.2 Appendix 2: Forecast Capital Outturn by Programme  
17.3 Appendix 3: Revenue and Capital Virements

**18 Local Government (Access to Information) Act 1985**

Budget management papers  
Business plans

Table 1: Revenue 2011/12 - The aggregate revenue projected position in 2011/12 is shown in the following

Directorate/Fund	Approved Budget	Projected variation
	£m	£m
Adults & Housing	101.00	(0.40)
Corporate Resources	7.61	0.00
Chief Executive	1.57	0.15
Place & Sustainability	53.65	0.40
Children & Young People	83.56	
- Children & Families		1.60
- Children's Centres		0.10
Public Health	0.81	0.00
Non-service revenue	38.00	(0.10)
<b>Total - General Fund</b>	<b>286.19</b>	<b>1.75</b>
Children & People (DSG) - Non Schools	0.00	0.00
Children & People (DSG) - ISB	0.00	0.00
<b>Total - Dedicated Schools Grant</b>	<b>0.00</b>	<b>0.00</b>
<b>Total - Housing Revenue Account</b>	<b>(0.29)</b>	<b>(2.50)</b>

Table 2: **Capital 2011/12** - The aggregate capital projected position in 2011/12 is as shown in the following table.

Capital Scheme	Approved Budget	Spend to Date	Projected Variance
	£m	£m	£m
<b>Place &amp; Sustainability Directorate</b>			
Reprovision of Recycling Centre	0.90	0.00	(0.90)
Parking Plan	0.60	0.01	0.00
Street Lighting	0.80	0.25	0.00
Resurfacing	1.30	0.00	0.00
TfL	2.10	0.10	0.00
Solar Photovoltaic Programme	2.72	0.00	0.00
Marsh Lane Depot Project	0.26	0.01	0.05
Tottenham Hale Gyratory	1.50	1.09	0.00
Affordable Housing	0.85	0.00	(0.78)
Corporate Management of Propert	0.81	0.08	(0.20)
Accommodation Strategy Phase 2	1.38	0.21	(0.53)
Lordship Recreation Ground	3.08	1.10	0.00
Other schemes under £1m	2.28	0.67	0.18
<b>Total - Place &amp; Sustainability</b>	<b>18.57</b>	<b>3.52</b>	<b>(2.17)</b>
<b>Childrens Directorate</b>			
BSF Schools Capital Programme	11.60	5.88	(0.30)
ICT Managed Service Provider	2.56	0.18	0.00
Primary Capital Programme	12.71	5.38	(0.25)
School Expansion - Temporary	1.00	0.08	0.00
Repairs & Maintenance	1.00	0.30	(0.01)
Electrical and ICT Infrastruct	1.07	0.20	0.00
PFI Costs	2.43	0.27	0.00
Devolved Capital	2.04	0.00	0.00
Other schemes under £1m	1.32	0.30	0.00
<b>Total - Childrens</b>	<b>35.73</b>	<b>12.58</b>	<b>(0.57)</b>
<b>Adult &amp; Housing Directorate</b>			
<b>Adults</b>			
DFG Agency	1.54	0.38	0.00
Housing Aids & Adaptations	1.20	0.51	0.00
Other schemes under £1m	0.53	0.32	0.00
<b>Total - Adults</b>	<b>3.27</b>	<b>1.20</b>	<b>0.00</b>
<b>HRA</b>			
Extensive Voids	0.60	0.33	0.00
Boiler Replacement	2.00	1.00	0.00
Capitalised Works	4.00	2.10	0.00
Lift Improvements	1.40	1.03	0.00
Decent Homes Standard	19.00	3.60	0.00
Saltram Close	0.00	0.00	0.06
Major Works Conversions	0.10	0.33	0.37
Professional Fees	1.41	0.69	0.00
Retained Hostels Borough Wide	1.00	0.00	0.00
Digital TV System (IRS)	3.50	0.59	0.00
Other schemes under £1m	1.55	0.36	0.00
<b>Total - HRA</b>	<b>34.56</b>	<b>10.03</b>	<b>0.43</b>
<b>Corporate Resources Directorate</b>			
IT Capital Programme	1.66	0.39	(0.07)
Infrastructure Programme	4.29	0.28	(1.81)
Alexandra Palace	0.78	(0.26)	0
<b>Total - Corporate Resources</b>	<b>6.72</b>	<b>0.41</b>	<b>(1.88)</b>
<b>Total - Haringey Capital Programme</b>	<b>98.86</b>	<b>27.74</b>	<b>(4.18)</b>

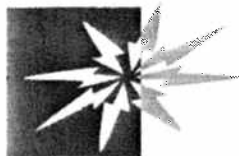
Table 3: **Proposed virements** are set out in the following table.

<b>Revenue Virements</b>					
<b>Period</b>	<b>Service</b>	<b>Key</b>	<b>Amount current year (£'000)</b>	<b>Reason for budget changes</b>	<b>Description</b>
6	CYPS	Revenue	126	Budget Realignment	Transfer of Young People s DAAT budget from Public Health to Children s Services
6	CYPS	Revenue	311	Budget Realignment	Re-allocation from Director's budget to service salary budgets
6	P&S	Revenue	100	Budget Realignment	Accommodation Strategy Savings - Removal of budget for 476 High Rd. to reflect accommodation strategy savings
6	P&S	Revenue	146	Budget Realignment	Property services - Reallocation of Property Service budgets to reflect current management structure
6	P&S	Revenue	150	Grant Allocation	Distribution of TfL grant across projects
6	P&S	Revenue	118	Grant Allocation	Distribution of Capital Ambition "Cashable Savings Delivery Project" Grant across projects
6	P&S	Revenue	150	Budget Realignment	Partner Contributions for ongoing projects Upper Lee Valley Partnership
6	P&S	Revenue	388	Budget Realignment*	Partner Contributions for North London Strategic Partnership projects
6	P&S	Revenue	347	Budget Realignment*	Realignment of Transport overheads as reflected in the new integrated Waste and Transport Contract
6	P&S	Revenue	673	Grant Allocation*	TfL Grant- Budget allocation to revenue nature schemes
6	P&S	Revenue	214	Grant Allocation	Dept of Transport grant - potholes funding
6	CR	Revenue	3,000	Budget Realignment*	Reallocation of resources to reflect forecast level of legal services work
6	CE	Revenue	422	Grant Allocation*	Allocation of budget to fund Children & Adults Social Worker training
6	CR	Revenue	195	Grant Allocation	Capital Ambition's London Energy project funding
6	CR	Revenue	380	Budget Realignment*	Realignment of Print and Design budget to reflect activity levels

<b>Capital Virements</b>					
<b>Period</b>	<b>Service</b>	<b>Key</b>	<b>Amount current year (£'000)</b>	<b>Reason for budget changes</b>	<b>Description</b>
6	A&H	Capital	567	Grant Allocation*	Capital Investment in Community Capacity Grant
6	A&H	Capital	4,000	Budget Realignment*	DCLG approved brought forward Decent Homes funding
6	P&S	Capital	111	Budget Realignment	Repairs & Maintenance to Schools - reallocation from planned maintenance to projects
6	P&S	Capital	1,500	Use of unapplied Capital Grant*	Transfer of unused GAF funding to Tottenham Hale Gyatory budget for completion of Phase 1

- Financial regulations require proposed budget changes to be approved by Cabinet. These are shown in the above table. These all changes in gross expenditure and/or income budgets between business units in excess of £100,000; and all changes in gross expenditure and/or income budgets within business units in excess of £100,000. any virement that affects achievement of agreed policy or produces a future year's budget impact if above £100,000.
- Under the Constitution, certain virements are key decisions. Key decisions are:
  - for revenue, any virement which results in change in a directorate cash limit of more than £250,000; and
  - for capital, any virement which results in the change of a programme area of more than £250,000.
- Key decisions are highlighted by an asterisk in the table.
- The above table sets out the proposed changes. There are two figures shown in each line of the table. The first amount column

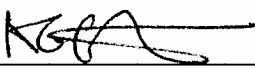
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**Haringey** Council

Report for:	Cabinet 8/11/2011	Item number	
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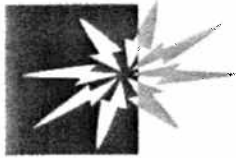
Title:	The Council's Quarterly Performance Assessment: Quarter 2, 2011/2012
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Report authorised by :	The Chief Executive 
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Lead Officer:	Eve Pelekanos – Head of Policy, Intelligence and Partnerships Telephone 020 8489 2508
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Ward(s) affected: All	Report for Key/Non Key Decision: For information
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1. Describe the issue under consideration
  - 1.1 This report provides Members with an update on progress against the Council's outcomes and priorities for the second quarter of 2011/12 (July-September 2011).
2. Introduction by Cabinet Member for Performance Management (Cllr Claire Kober)
  - 2.1 I am pleased to see a marked improvement in the GCSE provisional results across the borough's schools, from 48% (2010) to 57% (2011) 5+ at grades A\*-C. It is also encouraging to see Haringey as one of the best performing London boroughs in the recent Adult Social Care Survey around the way people are supported and treated. The progress made in reducing the borough's carbon emissions is significant, and I look forward to seeing continued improvement through the work of the Carbon Commission.
  - 2.2 It is disappointing to see an increase in youth and gang-related serious violence, which is something I hope to see tackled by the Council's continued work with the police. I would also like to see significant improvements to the efficiency of our customer service for processing benefit claims.



**Haringey** Council

**3. Recommendations**

- 3.1 To note progress against the five outcomes in the second quarter of 2011/12.
- 3.2 To note the issues and challenges as we move into the next reporting period.

**4. Other options considered**

- 4.1 N/A

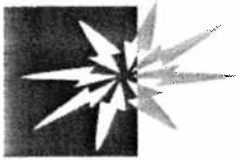
**5. Background information**

- 5.1 The key elements of the Outcomes Framework are:

- **Outcomes:** the goals we are aiming for, as agreed by Full Council in February 2011.
- **Areas we need to address:** identified through needs analyses, research and consultation as the strategic levers that will lead to better outcomes.
- **Priorities:** areas of focus for 2011-2014.
- **Actions:** to deliver agreed outcomes – these are derived from departmental business plans and feed into the Council Plan. Progress against the Council Plan will be reported twice a year.
- **Service measures:** directly linked to strategic priorities these tell us whether we are on track to achieve longer-term outcomes. Within the single framework, some measures are reported on quarterly and some annually. While the service measures have been agreed with managers, they remain work in progress and will be refined throughout the year. For Adult Social Care and Public Health, the National Outcome Frameworks have been taken into account. In addition to service measures the framework includes unit costs which will assess service value for money.
- **Operational Performance Indicators:** key indicators of our core business and service standards. These will be monitored at service level and used for the day to day management of services. These are held by individual department and are not covered in this report.

- 5.2 This **joined-up approach to performance reporting** links our key strategies, the council plan, departmental business plans and evidence from business intelligence data. It will help us to ensure that the services we commission are effectively focused on reducing inequality.

- 5.3 **Appendix 1** sets out the Quarter 2 performance for the service indicators reported quarterly, by department under each of the five outcomes.



**Haringey Council**

5.4 Comparative Quarter 2 data for the 26 metrics agreed with London Councils is not yet available. For comparative data, please refer to the Quarter 1 report.

**6. Comments of the Chief Financial Officer and Financial Implications**

6.1 There are no specific financial implications arising from this report although the data and information presented has clear links to current financial performance and provides important management information in terms of feeding into the Council's Medium Term Financial Plan.

**7. Head of Legal Services and Legal Implications**

7.1 There are no specific legal implications in this report, with the exception of the new Code of Recommended Practice for Local Authorities on Data Transparency (see section 5). Whilst the guidance does not have binding legal effect it will be important in practice. Recent press releases indicate that it is the ministers' intention, subject to consultation, to make the code legally binding. The Information Commissioner has launched consultation until 21 December 2011 on a revision to publication schemes which includes a move to incorporate parts of this code of practice.

**8. Equalities and Community Cohesion Comments**

8.1 Reducing inequality is a key council commitment.

8.2 For 2011/12 the Council will endeavour to:

- Ensure that equalities monitoring information is collected and analysed in line with the Equality Act 2010.
- Continue to monitor the impact of the changed services to maintain good quality of provision and outcomes for service users with protected characteristics.

**9. Head of Procurement Comments**

9.1 N/A

**10. Policy Implications**

10.1 This report links to the following documents / strategies:

- [Rethinking Haringey: One Borough, One Future](#)
- Haringey Outcomes Framework
- Council plan (including departmental business plans)
- Key strategies



**Haringey** Council

**11. Use of Appendices**

- Appendix 1: Performance Assessment – Service Indicators

**12. Local Government (Access to Information) Act 1985**

- HR metrics
- Service performance indicator returns
- Council Plan (incorporating departmental business plans)

## Introduction

1. The **Quarterly Performance Assessment** is based on the Haringey Outcomes Framework and covers the period July to September 2011. It provides an overview of recent progress against each of the five outcomes, for the relevant priorities for 2011-14 and areas to address, along with an assessment of the council's organisational effectiveness. At the end of each outcome the report identifies emerging issues on which CEMB and Members may wish to have a more detailed discussion. The report provides the latest information for each outcome, covering:
  - performance progress
  - recent data releases
  - recent local and national developments
  - emerging issues

### Outcome 1: Thriving

Haringey's strategic priorities for 2011-14 mainly fall under this outcome<sup>1</sup>. An update against each of the priorities is given below.

#### Quarterly Performance Highlights

- GCSE % 5+ A\* - C (including English and Maths) has provisionally improved from 48% (2010) to 56.8% (2011)
- 4.8% of young people were Not in Education, Employment or Training (NEETs) as at August 2011. Noel Park (9.7%), Bruce Grove (9.7%) are the wards with the highest number of NEETs. The 'top' five wards account for 40.6% of the NEETs .
- At September 2011 there were 3,144 households in temporary accommodation (TA) a reduction of 150 since the end of March but remains significantly more than average.
- There have been 88 homelessness acceptances in this quarter, and 126 preventions in Quarter 2.
- 3,896 non-decent homes (24.18%) deteriorating but better than March 2012 target of 29.8% (see below for contextual information)
- 8,517 visits per 1,000 population to Haringey libraries against a target of 8,700 and below levels achieved last year.

For detailed performance information, including progress against targets, see Appendix 1.

2. A Member-led Partnership group to promote social inclusion and tackle worklessness is being established and will be chaired by the Cabinet Member for Economic Development and Social Inclusion. The working group will be responsible for:
  - Coordinating the work of the council and partners on poverty, worklessness and wider social inclusion
  - Agreeing an interim policy statement for promoting social inclusion

<sup>1</sup> The only exception is 'Enhance customer experience' which is covered in the Empowered section.

- Developing a longer term overarching statement outlining the Council's approach to social inclusion. This will incorporate the worklessness programme and work on child poverty.
  - Developing an Employment and Skills Plan.
3. The latest Child Poverty statistics (snapshot as at 31 August 2009) have been released by HM Revenue & Customs. 36.4% of Haringey's children live in poverty, down from 39.2% the previous year. This is the 8<sup>th</sup> highest rate of 32 local authorities in London (London – 29.6%, England – 21.3%).

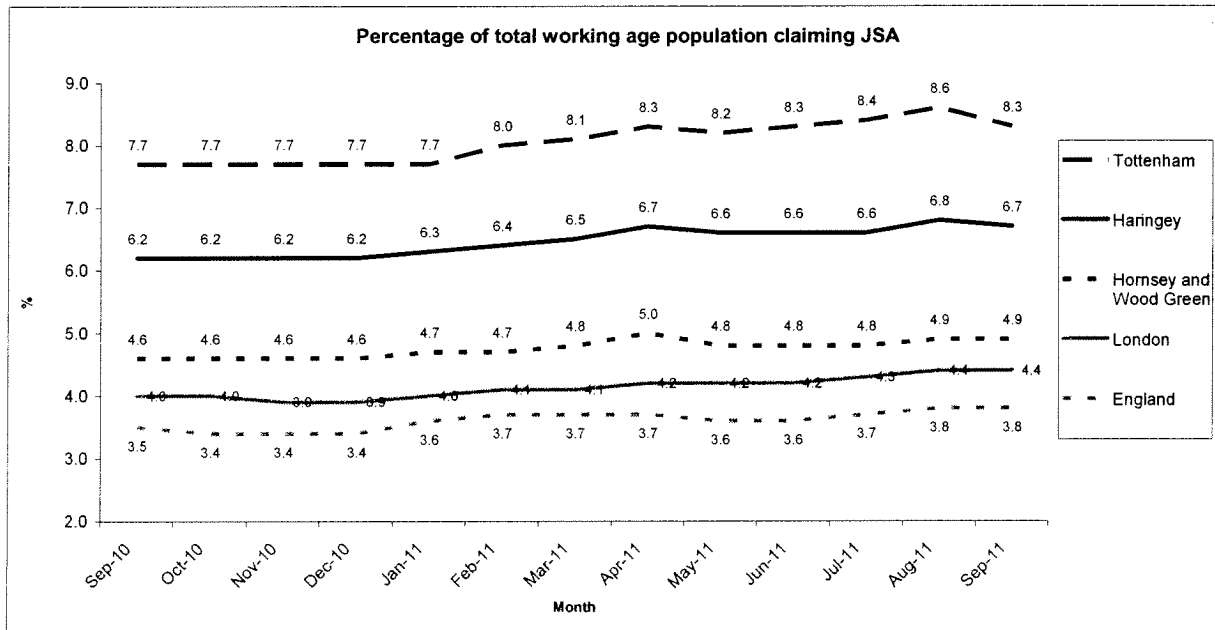
#### **Sustain improvement in educational attainment (Priority 2011-14)**

4. There has been a significant improvement in GCSE provisional results.
- The percentage of pupils attaining 5+ A\* - C (including English and maths) has increased from 48% in 2010 to a provisional figure of 56.8% in 2011 (National from 53.5% to 58.3%). Haringey's ranking has improved from 136<sup>th</sup> to 82<sup>nd</sup> place (out of 151 Local Authorities).
  - The percentage attaining 5+ A\* - C has increased from 73 to 76.6% (National from 75.4% to 78.8%). Haringey's ranking has declined slightly from 114<sup>th</sup> to 118<sup>th</sup> place.
  - Provisional highlights in 5+ A\* - C including English and maths include:
    - Gladesmore results improved from 41 to 62%
    - Highgate Wood improved from 46 to 67%
    - St Thomas More improved from 31 to 54%
    - Woodside High improved from 47 to 60%
    - Alexandra Park with 70% and Fortismere with 80% have the highest results in Haringey
  - Individual school results will be validated in December.
5. Provisional Key Stage 2 (Age 11) results (% attaining level 4+ in both English and maths) have improved from 68% in 2009 to 69% in 2011 (we expect this figure to rise to at least 70% when the data is validated). The 2010 result of 75% was artificially high due to the test boycott by 33 out of 53 mainstream primary schools. The provisional results indicate that there are 16 schools below the government target of at least 60% attaining level 4+ in both English and maths.
6. Results at Post 16 Level 3 (A level and equivalent) have also provisionally improved in a number of grade boundaries.
- The percentage of students attaining grades A\* - E improved from 98.2 to 98.8%
  - Grades A\* - C improved from 71.9 to 74.3%
  - The percentage gaining A\* - B grades fell from 46.7 to 44.7%
  - Fortismere students achieved 67% and Alexandra Park 52% A\* - B grades.
7. The DFE publishes local authority results using average points score. The total average point score per candidate has improved in Haringey from 623.2 to 652.9 (England from 732.9 to 733.1). Haringey's national ranking has improved from 135<sup>th</sup> to 122<sup>nd</sup> place in 2011. The total average point score per exam entry also improved from 211.9 to 215.0 (England from 213.8 to 215.5). Haringey's national ranking has improved from 57<sup>th</sup> to 41<sup>st</sup> place in 2011.
8. Progress continues on the provision of new school facilities and buildings.
- The first part of the new Inclusive Learning Campus building at Broadwater Farm has just opened. Pupils from Moselle and William C Harvey primary special schools (now combined to form the Brook special school) and Broadwater Farm primary school (renamed the Willows ) are now working together on the new campus, which will be known as Broadwaters.

- The new foundation building has opened at Rhodes Avenue primary school providing new nursery facilities and an expansion from 2 to 3 forms of entry.
  - Heartlands High school was officially completed in June with the handing over of the new North Wing. This provides art, drama and music facilities, the new learning resource centre and an assembly hall with a state of the art theatre.
9. Haringey continues to reduce the number of young people who are Not in Education, Employment or Training (NEETs) (4.8% in August against a target of 8.9% - this equates to 155 young people in years 12-14 out of a cohort of 7,749). Of the NEET cohort:
- 62.6% were seeking employment and training.
  - 15.5% were teenage mothers.
  - 40.6% of NEETs are short term (3 months or less), 29.7% have been NEET 6 months+.

**Promote opportunities for employment (Priority 2011-14)**

10. Jobseekers Allowance (JSA) claimant rates in Haringey remain significantly above the England and London rates. The graph below compares JSA claimant rates across the borough and with London and England between September 2010 and September 2011.
- The gap with London currently stands at 2.3 percentage points (equivalent to 3,469 claimants)
  - The percentage of claimants in Haringey has increased from 6.2% to 6.7%, this equates to 10,105 claimants. The percentage of female claimants increased from 4.5% to 5.3%. Male claimants has almost returned to September 2010 levels (7.9%), having peaked at 8.2% in April.
  - The parliamentary constituency of Tottenham has 5,919 claimants. The percentage of claimants in the Tottenham constituency increased from 7.7% to 8.3%. Female claimants increased from 5.4% to 6.5%. Male claimants has almost returned to September 2010 levels (10.1%), having peaked at 10.6% in August 2011.
  - Northumberland Park ward continues to have the highest claimant rate of any ward in London (12.7%). 20.5% of JSA Claimants in Northumberland Park (225 claimants) are aged 18-24.



11. The Government is to launch sector-based work academies across England with the aim of tackling youth unemployment. The new academies will offer a combination of training, work

experience and a guaranteed job interview to up to 50,000 people over the next two years, with many going to young people. Sector-based work academies will operate in industries based on local labour market demand, including construction, contact centres, hospitality, logistics, and retail.

12. The Department for Work and Pensions (DWP) is currently procuring a programme to support families with multiple problems, with the intention of moving adult family members closer to employment. The bidding is restricted to those organisations who won the right to bid to deliver the Work Programme. The Council has received offers from five of these organisations to deliver elements of the service in Haringey as a sub-contractor.
13. The Council has submitted a successful bid to the UK Border Agency, in partnership with HALS and HAVCO to deliver a range of support services (including Information, Advice and Guidance (IAG), volunteering, pre-entry ESOL and employment support) for 480 third country nationals (any person who is not a national of an EU member state) over a three year period. The value of the project over the three years is £973,507.89 with a 75% contribution (£730,130.91) coming from the UK Borders Agency; the remaining 25% (£243,376.97) will be provided by Haringey Council and HAVCO.

#### **Promote physical and economic regeneration (Priority 2011-14)**

14. The Core Strategy Examination in Public (EiP) took place between 28<sup>th</sup> June and 8<sup>th</sup> July 2011. An independent Planning Inspector was appointed to hear the Examination. Although the hearings have now closed the Examination itself will continue until the Council receives the Inspector's report. Following discussions at the EiP, the Council is undertaking a revised consultation on changes to employment land designations and affordable housing policy of the Core Strategy. Consultation ends on the 3<sup>rd</sup> November. The responses to the Core Strategy consultation will be considered by the Council. The outcome of the consultation process, including copies of responses, will form part of the ongoing Examination into the soundness of the Core Strategy and will be forwarded to the Inspector who will decide whether or not to re-open the hearing sessions. Once the Inspector is satisfied that all issues have been discussed he will issue his report to the Council. The report is binding, i.e. the Council has to incorporate all of his recommendations before the Core Strategy can be adopted as the statutory spatial plan for the borough. The Core Strategy is a 15 year plan and is the key document within the Local Development Framework. It is anticipated that the Council will receive the Inspector's report later this year (exact date to be confirmed).
15. The Clarendon Square proposals for Haringey Heartlands have been approved by the council's planning committee. The scheme forms an important part of the council's regeneration plans for this area of the borough and will bring much needed new homes and employment opportunities.
16. In partnership with Homes for Haringey, officers are working on a Sustainability Index which uses social, environmental and economic indicators to assess the regeneration need of each of our estates. The project will give us quantitative and qualitative data that can be used to prioritise funding where it is needed.

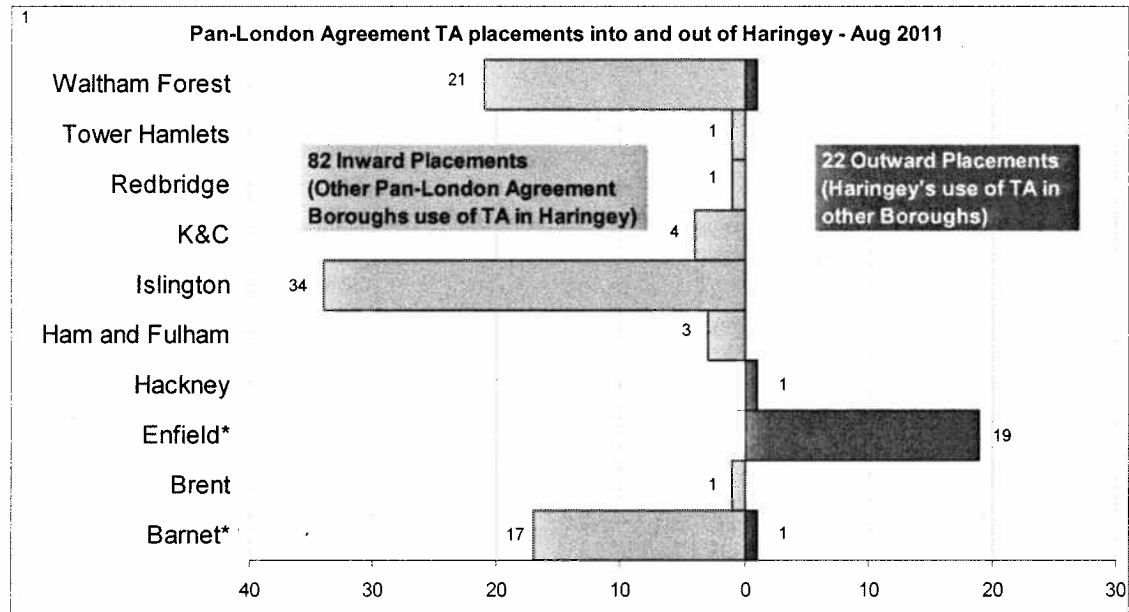
#### **Increase access to quality housing (Priority 2011-14)**

17. There have been fewer homelessness acceptances (88) in this quarter, and slightly less preventions (126). In total there have been 189 acceptances in the first 6 months and 265 preventions, a ratio of 1.4 homelessness preventions to acceptances. The number of homelessness preventions continues to be adversely affected due to a shortage of affordable private sector tenancies; this is likely to have an adverse impact on future levels of homelessness in the borough.

18. At the end of Sept 2011 there were 3,144 households in temporary accommodation (TA) a reduction of 150 since the end of March and 48 since the end of Quarter 1. There is a sustained reduction although this has reduced in Quarter 2. The issue remains a severe shortage of affordable private rented accommodation in Haringey and neighbouring boroughs.

19. To help us continually assess the impact of changes in housing benefits we are monitoring the number of TA placements made by other London boroughs in Haringey.

Temporary accommodation placements made by other London boroughs in Haringey, August 2011 (Source: Pan-London Agreement)



\* Member of Joint Agreement

20. The four borough agreement between Haringey, Enfield, Barnet & Camden launched in August has been received well by boroughs and suppliers of emergency accommodation alike. All of the properties advertised have been successfully let (bar 18 that were excluded because they were too expensive). The supply met all four boroughs' needs for emergency accommodation and the turnaround of properties has been made quicker with void periods minimised.

21. The pan-London agreement continues to be monitored on a monthly basis. Concerns are being raised with London Councils that some boroughs are not adhering to the agreement and are paying over the odds to secure accommodation in other boroughs.

22. The new Allocations Policy has now successfully bedded in, with the majority of allocations to clients from bands A and B. Band C re-registration has now been completed, resulting in a 50% reduction in the number of applicants in that band. Re-registration of the remaining bands (D & E) is currently underway and should be complete by the end of October (it is anticipated that numbers in these bands will also drop as a result of re-registration).

23. Haringey's Draft Homelessness Strategy is out for consultation until 31<sup>st</sup> October 2011. The strategy outlines the draft priorities to prevent homelessness and sustain tenancies, work in partnership, mitigate the negative impacts of welfare reform, increase the availability of affordable housing and improve the life chances of homeless people. A successful

consultation event took place on 13<sup>th</sup> October, representatives from 50 organisations attended.

24. The Decent Homes Programme has been affected by changed funding arrangements. As a consequence, Homes for Haringey has had to revise the scope of works included in the programme to ensure that absolute priorities are addressed. Following the submission deadline for the Decent Homes backlog funding required by the government last December 2010, the scope of works were revised in March when the government confirmed Haringey Council's reduced allocated budget by £50m for this year and next year. This has meant that the focus will move away from non-decent components such as kitchens and bathrooms so as to comply with the Government's revised guidance of switching from 'whole house' approach to 'elemental'. This also means that as decency is a cyclical process there are some new homes falling into the non-decency category that will impact on the percentage.

### Thriving: Emerging Issues

#### Mayor's Housing Strategy

A revised Housing Strategy for London was published in August for consultation with the London Assembly and the GLA Group. The strategy sets out the Mayor's aims to build partnerships with boroughs, increase supply, raise standards, enhance mobility and choice, and tackle need. This revised strategy will cover the 2011-15 spending round and will reflect recent changes such as the implementation of the Affordable Rent model, it will be released for public consultation at some point towards the end of the year.

#### Pan-London Mobility

A pan-London mobility scheme that will enable social renters to move around the capital is being set up by the GLA. The idea behind the scheme is to give social tenants the same rights and freedoms to move round the capital as are enjoyed by other Londoners, to help social tenants move for work, training or education, and to free up larger homes. The GLA is in the process of procuring a choice-based lettings system that will underpin the pan-London mobility scheme. They hope to have the scheme in place by January 2012.

#### Child Poverty

More than a million children and adults will be pushed into poverty by 2013 according to a [report](#) from the Institute for Fiscal Studies. The report claims that the net effect of the government's tax and benefit changes will have an adverse affect of the number of people in poverty in the long term. The report said that the introduction of universal credit as part of the government's welfare reforms would ease poverty by 2021. However, this would be offset by other proposed changes to the tax and benefit system.

## Outcome 2: Sustainable

### Quarterly Performance Highlights

- 26.7% of household waste was recycled, better than target.
- In Quarter 2 there was a total of 1,615 reported fly tips.
- Tranche 2 survey of street cleanliness will be carried out in October and reported in November.

For detailed performance information, including progress against targets, see Appendix 1.

### Carbon emissions and fuel poverty

25. The Department for Energy and Climate Change have published performance information on the per capita reduction in CO<sub>2</sub> emissions by local authority (formerly NI 186). Data for 2009 was published in September and shows Haringey's total carbon emissions decreased from 1035 kT CO<sub>2</sub> in 2008 to 937 kT CO<sub>2</sub> in 2009 (almost a 10% drop).

26. Haringey's Carbon Commission, in partnership with the New Economics Foundation (NEF), will bring together experts drawn from across the business, government and research communities to explore how the ambitious target of a 40% reduction in carbon emissions can be practically achieved by 2020 while taking an approach that puts reducing inequality at the heart of our low carbon transition. The Carbon Commission core group supported by 5 working groups will begin to meet in October and the resulting recommendations will be considered by the Council and Haringey 40:20 Steering Group in Spring 2012.

The five working groups supporting the work of the Carbon Commission will explore:

- Low Carbon Investment
- Community Involvement
- Sustainable Transport
- Green Enterprise
- Integrated delivery – sustainable regeneration of Tottenham

27. A range of evidence to support the work of the Carbon Commission has been developed with the support of funding from the Department of Energy & Climate Change's, Local Carbon Framework (LCF) Pilot. These reports and their findings have been made available to download on the Haringey 40:20 website. The reports look at housing retrofit potential in the north London sub-region, Green Enterprise potential in the Upper Lea Valley, Solar PV potential on Council property, Decentralised Energy 'Masterplanning Guidance' and a draft Supplier Services Agreement contract and market testing of a 'Licence Lite' contract.

28. Based on the LCF pilot findings of this study, in July 2011 Haringey Council formally committed an investment programme of up to £16 million for installing solar PV on our estate and social housing. The realisation of this programme stands to double the solar capacity of London:

- Up to £8 million prudential borrowing – Council buildings and schools
- Up to £8 million roof-rental model – Social housing

29. Fuel poverty training for frontline staff has been carried out by National Energy Action in conjunction with the council. The training covered issues ranging from the causes and solutions of fuel debt, the responsibilities of customers, landlords and suppliers, understanding and interpreting fuel bills and potential sources of financial assistance.

#### **Sustainable travel**

30. The Council's Smarter Travel programme was launched on 18 September at Green Lanes festival. The programme includes a marketing and promotion campaign, work with local businesses on travel plans, promotion of cycling and walking in local shopping areas and participating in roadshows with our own vehicle.
31. Haringey's Transport Strategy [Local Implementation Plan] has been submitted to TfL for approval by the Mayor. This includes a three year delivery plan of transport projects and programmes estimated at £27m between 2011 and 2014.

#### **State of streets and public spaces**

32. There has been a total of 2,672 reported fly-tips in the year to September 2011. The largest proportion of reported fly-tips is in the Tottenham and Seven Sisters village.
33. The Government have provided £214,000 of additional funding for road repairs for the financial year 2011/12. Following a road survey carried out in August 2011 the Area Committees decided that the funding should be used to treat potholes which do not meet our normal intervention levels and where funding is available, for some additional patching or resurfacing works. These works should be completed by end November 2011. To ensure a consistent approach across the borough, the Council has also put in £40,000 of its own highways maintenance funding to repair all the potholes detected in the survey.

### **Sustainable: Emerging Issues**

#### **Renewable Heat Incentive policy**

On 10 March 2011, the Government announced the details of the Renewable Heat Incentive policy which will provide long-term financial support to renewable heat installations, encouraging the uptake of renewable heat. Tariffs for non-residential systems should start to be paid from October 2011 which could have positive implications for the Borough's Decentralised Energy plans.

#### **Warm Home Discount Scheme**

Replacing a number of different schemes, the Warm Home Discount, worth £120 will apply automatically to pensioners on the lowest incomes. Households with disabled people or a child under five should also qualify for the discount if they are in receipt of a means-tested benefit, such as jobseeker's allowance. However, there is a limited pot for the scheme and most energy companies have said they will pay on a first-come-first-served basis.

## Outcome 3: Healthier

### Quarterly Performance Highlights

- 32.7% of social care clients receive self directed support. This is below the 34% target but numbers are increasing and significant progress has been made in the past two months.
- There were 8.64 delayed transfers of care per 100,000 population
- 56 permanent residential and nursing admissions for the first six months of this year compared with 53 admissions in same period last year.

For detailed performance information, including progress against targets, see Appendix 1.

34. The Adult Social Care Statutory returns for 2010/11 have been completed. Key highlights from this include:

- There were 5,374 clients receiving services, 89% of whom receive services in the community and 11% of whom receive residential/nursing care. Overall the number of clients reduced by 6.4% compared to 2009/10.
- Haringey increased the number of adult social care clients receiving self directed support. Clients receiving Personal Budgets increased from 17 in 2009/10 to 278 in 2010/11. Considerable further progress has been made so far this year with 567 clients now receiving Personal Budgets (as at September 2011), an increase of 114 since last month.
- Haringey has the highest number of carers receiving self directed support or direct payments in London.
- The council's approach to reablement successfully supported 95% of older people to live independently at home after discharge from hospital (recorded at 91 days after discharge). This represents a 13% improvement from 2009/10.

35. **Haringey's Health and Wellbeing Strategy** sets out the council's commitment and approach to tackling health inequalities and promoting health and wellbeing locally. The priorities have been set in response to the issues we face, which are most starkly demonstrated by the gap in life expectancy between different parts of the borough. The draft strategy is out for consultation from 20<sup>th</sup> September to 20<sup>th</sup> December 2011.

#### Readiness for school<sup>2</sup>

36. The Marmot report highlighted that inequalities in later life arise because children do not receive appropriate support in their early years. The Healthy Child Programme (HCP) includes strengthened support for families during the formative early years of children's lives and helps parents to ensure that children are ready for early years education, school and later life.

37. Recently Whittington Health (Haringey and Islington Provider Services) has been accepted as one of 20 pilot sites nationally and one of two in London, to be an Early Implementer Site (EIS) for the implementation of the Health Visiting Implementation Plan - A Call to Action. The plan sets out the Government's commitment to a larger, re-energised health visiting service to deliver a new model of support to families, building on the Healthy Child Programme.

<sup>2</sup> This links to the emerging Health and Wellbeing strategy.

### Life expectancy gap<sup>2</sup>

38. In July a briefing paper focussing on reducing the life expectancy gap was presented to the cross party working group on health inequalities. The paper made recommendations for priority areas and informs the new Health & Wellbeing Strategy.
39. The latest statistics on NHS Stop Smoking services were released in August 2011. In 2010/11 there were 1068 smoking quitters in Haringey per 100,000 population (8<sup>th</sup> out of 31 PCT areas in London). 66% of smokers who set a quit date successfully stopped smoking (2<sup>nd</sup> out of 31 PCT areas in London).
40. The Centre for Public Scrutiny (CfPS) is currently running phase two of a health inequalities development programme providing support to successful Overview and Scrutiny Committees to undertake a review into health inequalities. Following a successful bid, the CfPS is supporting Haringey undertake its scrutiny review into men's health inequalities.

### Mental health<sup>2</sup>

41. The Council held a series of **Personal Budget Survey workshops** in September, for local providers, staff, carers and personal budget recipients. The aim was to gather views and experiences of personal budgets, identify concerns and opportunities for moving forward, and also aimed to address how we tackle the lower number of personal budgets in mental health. The sessions were led by In-Control, who co-published in June 2011 (with the Centre for Disability Research at Lancaster University), the biggest survey to date of people's experiences of personal budgets in England. Haringey was one of ten demonstration authorities involved in this work. As a result of these workshops, the Mental Health Service will be running a personal budget clinic whereby social workers will aim to convert the Clarendon Centre attendees onto personal budgets. The personal budget clinic is due to start on 17<sup>th</sup> October 2011.
42. Quarter 1 data for mental health, both early intervention services and crisis resolution services, showed that Haringey targets were achieved. There were 269 mental health home treatment episodes and 94.2% of Care Programme Approach (CPA) 7 day follow ups were achieved in Q1 just short of the 95% target.

### Prevention and early intervention<sup>2</sup>

43. A consultation on the council's proposed community reablement service took place in August. The new service, due to open in February 2012, is designed to:
- Promote independent living, especially after hospital discharge;
  - Deliver an excellent customer-focused, cost-effective reablement service; and
  - Encourage life-time wellbeing at home.
- This will be achieved by:
- Closing the current in-house home care service by March 2012 at the latest;
  - Establishing a new, smaller and more flexible reablement service, supporting service users for a maximum of six weeks; and
  - Using independent sector partners to provide all long-term home care in future.

### Healthier: Emerging Issues

The government's reform of the Blue Badge Scheme aims to create a central database of all Blue Badge holders, with secure printing, personalisation and distribution, with online applications and payments via DirectGov. It is hoped the measures will also lead to a reduction in fraud and abuse of the system. Local authorities are recommended to review their current Blue Badge process, charging and integration with existing systems. Additionally, each local authority must sign an access agreement with Northgate Public Services to develop and implement the Blue Badge Improvement Service.

Following a "listening pause" and publication of the NHS Future Forum's recommendations, the Health and Social Care Bill has returned to Parliament. On October 12<sup>th</sup>, 2 proposed amendments to the bill were defeated in the House of Lords, meaning the bill will now proceed to the normal committee stage. The Bill has so far spent longer being scrutinised than any Public Bill between 1997 and 2010 – 40 Committee sittings, and over 100 hours of debate.

## Outcome 4: Safer

### Quarterly Performance Highlights

- In the period April to September 2011 there were 1,866 violent offences. Quarter 2 saw a 9.5% reduction compared with the same period last year.
  - Serious Youth Violence, Knife Enabled Crime and Gun Crime have all increased by over 20% compared to this time last year, suggesting a predominance of youth and gang related serious violence.
  - In the period April to September 2011 there were 7,877 property-related offences. Quarter 2 is showing a 9.1% increase compared with the same period last year.
  - The increase in property-related offences is largely attributable to Haringey's Serious Acquisitive Crime rate, which is significantly higher than average for London.
  - At the end of September 2011 there were 290 children subject to a child protection plan. This is an increase from Quarter 1 (276) but lower than at this time last year (310)
  - 35% of children in care are placed within Haringey foster care provision, an increase from 2010/11 (33%). The target is to achieve 38% for this year.
  - 34 children have had 3 or more placements between 1st April and 30th September 2011 (5.5%). In the last 12 months 13% of children in care had 3 or more placements. This represents an improvement from last year.
- Children's safeguarding indicators will be reviewed in light of the Government's response to the Munro Review.

For detailed performance information, including progress against targets, see Appendix 1.

### Anti-social behaviour

44. The Anti-social Behaviour Action Team (ASBAT) secured Haringey Council's first (interim) Gang Injunction on the 2<sup>nd</sup> September. The full hearing will take place later this year. Consultation on this matter has taken place with members of the Gang Action group. The ASBAT continue to work with the Police in taking action against other gang members.

### Incidence and fear of crime

45. Data suggests that the increase in the Serious Acquisitive Crime rate (see Performance Highlights) is not purely attributable to the disturbances in August and is in fact part of a longer term trend. Property crime is therefore a real performance challenge. Renewed partnership effort includes an anti-burglary workshop in October scheduled by Haringey Safer Neighbourhood Team (SNT). Additionally a feature providing property crime prevention advice will be included in October's edition of Haringey People. The Borough Intelligence Unit (BIU) are currently developing anti-property crime operations that will be put in place during quarter 3.
46. There has been a 14.8% reduction in alcohol attributable crime in Haringey (Primary Care Trust area) between 2006/07 and 2010/11. The England rate reduced by 25% over the same period. The improvement in Haringey's figures brings the crime rate attributable to alcohol closer to London. Forecasts show Haringey rates matching London rates by 2018.

### **Violence against women, including domestic violence**

47. At the July meeting of the Domestic and Gender Based Violence Board, a set of performance outcomes were discussed. These will measure the effectiveness of domestic and gender based violence services and any providers funded via the council or the DGBV partnership will be required to provide evidence demonstrating the impact that they are contributing to agreed actions and outcomes from the performance outcomes framework and the actions set out in the delivery plan. Work is also under way to identify potential funding streams for DGBV work.

48. A survey of clients who visited Hearthstone revealed that 100% of domestic violence victims felt well advised and supported. There were numerous positive comments received in the feedback including:

*"I feel relieved to be able to disclose what has happened to me and the support I am able to access. I feel my discussion was handled with sensitivity and care. Everything explained to me with clarity."*

In Quarter 2, only 5% of Hearthstone clients returned to the service due to repeat incidents of domestic violence (6 out of 126 clients).

49. Children and Young People Services is currently in discussion with Tottenham Hotspur FC to develop an awareness campaign to end violence against women and girls with a pledge from key sports personalities to join the End Violence campaign. Spurs Safeguarding Children manager attended the Local Safeguarding Children Board(LSCB) domestic violence and child protection training and discussed with the trainer, Haringey's domestic violence co-ordinator, the possibility of training Spurs coaches in domestic violence awareness.

50. Haringey has welcomed the launch of a new government campaign to tackle abuse in teenage relationships. Challenging campaign ads will be shown in cinemas, on digital TV and in social media. There is an interactive website which will include advice on recognising and reporting abuse and will also host live web chats with organisations including Women's Aid. The website has been published on Haringey Youth Space and on the Council's domestic violence web pages. All secondary schools are being encouraged to involve young people in accessing the campaign, launched nationally on 1 September. Training has already taken place with designated teachers for child protection as part of the half-termly forum facilitated by LSCB. This campaign will add to the resources available to schools.

### **Safeguarding children and vulnerable adults**

51. In the second quarter of the year Haringey Children and Families Services dealt with nearly 1,700 contacts, of which around 550 constituted a referral and nearly all of these required an assessment to be undertaken by a social worker.

52. Comparative data for 2010/11 has been published and shows that Haringey has the highest rate of Children in Care in London and one of the highest rates in the country (125 children per 10,000 population (under 18) compared to the National rate of 59). The overall number of children in care at the end of the second quarter of 2011/12 reduced from 638 at the end of June 2011 to 620 at the end of September 2011. A Transformation Delivery Team has been set up to work with CYPS managers to deliver a programme of improvement, particularly around children in care and children on the edge of care.

53. There has been an improvement in placement stability for children in care. 71% of children who have been in care for 2.5 years or more have been in the same placement for 2 years or more. 13% of all children in care have had 3 or more placements in the last year.

54. 290 children were subject to a child protection plan at the end of September 2011. This is lower than the position at the end of March 2011 (304) but has increased since reported at the end of June where 276 children were subject to a child protection plan. The rate of children subject to a plan in Haringey at the end of March 2011 is 65 children per 10,000 population (under 18) compared with a rate of 38 nationally. However, the rate varies across our 10 nearest comparators in London from 25 in Hackney to 65 in Greenwich. Haringey's Child Protection Advisors, who chair Child Protection Conferences, have completed a review of all Initial Child Protection Conferences undertaken in the first quarter of the year (the initial conference decides whether a child should become subject to a Child Protection Plan). The review found that in all cases the decision to make a child subject to a child protection plan was appropriate.
55. An Ofsted Inspection of Haringey's Fostering Service was undertaken in the Summer. Services were rated as 'satisfactory' with elements of 'good'. Positive feedback included the work of the Virtual School with children and carers.
56. CYPS is taking a strong lead in ensuring the voice of children whose mother's case comes to the police-led Multi-Agency Risk Assessment Conference (MARAC) is heard loud and clear. A domestic violence senior practitioner has been appointed to ensure that the child has a separate risk assessment and safety plan and that all actions are co-ordinated with the social worker as lead professional for the child.
57. A total of 259 Adult Safeguarding alerts were received by the Adult Protection Team between 1<sup>st</sup> April and 30<sup>th</sup> September 2011. The majority were from females and white British ethnicity. Of the 105 cases closed in that period, 87 cases did not require further action.
58. From September 2011, Haringey began to implement the new pan-London adult safeguarding procedures, this includes working with local partners.

### Safer: Emerging Issues

#### **Summer schools announced for disadvantaged children**

Linking the recent riots with education failure, Nick Clegg has announced a £50m summer school pilot. Secondary schools will be asked to volunteer to host the schools, which could offer lessons in basic skills, such as literacy for 100,000 pupils. The fund will allow the scheme to be run for one year - with funding drawn from the pupil premium budget, which will help schools to provide extra support for disadvantaged pupils.

#### **A study of recommendations arising from serious case reviews 2009-2010**

The Department for Education has released a study presenting critical & thematic analysis of recommendations from 33 of the serious case reviews (cases of child death or serious injury through abuse or neglect) completed in 2009-2010. The central aim of the study was to consider what part recommendations can play in aiding agencies and individuals to learn lessons to improve the way in which they work both individually and collectively to safeguard and promote the welfare of children.

#### **New fund for innovative crime reduction projects announced**

The Home Office has made new funding available to encourage greater community activism, and to enable communities to develop innovative approaches to tackling the local crime issues that matter to them. The Community Action Against Crime: Innovation Fund will encourage voluntary and community groups to work with their community safety partnership to tackle local crime problems, including through co-design and co-delivery of initiatives to cut crime.

## Outcome 5: Empowered

### Quarterly Performance Highlights

- The first results for the national Adult Social Care Survey were published recently. This included two questions relating to empowering clients, as follows:
- Haringey ranked 4th out of 31 London authorities with 64% of clients stating that "having help makes me think and feel better about myself".
- Haringey ranked 3rd best in London with 62.9% stating that "the way I am helped and treated makes me think and feel better about myself"

For detailed performance information, including progress against targets, see Appendix 1.

### Vibrant and effective voluntary and community sector

59. London's Capital Clean Up campaign kicked off in Haringey last week with up to 200 local volunteers clearing scrubland areas and collecting litter, to open up the woodland areas of Tottenham Marshes. Capital Clean-up is a four-week long drive aimed at encouraging communities to clear up areas blighted by litter, fly tipping and neglect.
60. September's Harringay Food Festival attracted around 20,000 visitors and reflected the real spirit of the Tottenham area with a wide variety of stalls and entertainment. The festival was organised by the Green Lanes Strategy Group which has helped transform the Lanes over the last nine years.
61. A new community network, Haringey Community Circles has been set up as a response to the recent London riots. The Crouch End based group asked locals to come together to explore the causes of the riots and find ways to prevent such circumstances arising again. The group is calling on Haringey residents to put forward ideas for projects that could help the local community thrive.
62. Consultation on Haringey's Voluntary Sector Commissioning and Funding Framework ended on 31 August. Following publication of the final version of the framework, work will begin on implementation across all council departments.

### Encourage participation in local decision making

63. Consultation with residents on local priority setting has begun. Residents in each of the seven Area Committee areas are being asked to identify the most important issues for their areas. The results will contribute to the development of Haringey's Local Area Plans.

### Enhance customer experience (Priority 2011-14)

64. Work on Haringey's Customer Service Strategy has recommenced. The aim of the strategy will be to design the delivery of our services around putting the needs of our customers first. Work is ongoing to develop greater customer insight to understand how we need to interact with our diverse customer base. Engagement with key staff across the organisation will be taking place in October to inform the development of the strategy.

### Enable self-reliant communities

65. The recent Adult Social Care Survey revealed that 71.3% of clients stated that they “had adequate or as much control as they wanted over their daily life” ranking 7<sup>th</sup> highest in London.
66. Two new funding streams for community-led projects in deprived areas of Haringey have recently been announced: Community First (funded by the Cabinet Office) and Big Local Trust (funded by the Big Lottery Fund). The council is currently examining eligibility and requirements for these two schemes and providing local intelligence to ensure that maximum benefit to local communities is realised.

## Empowered: Emerging Issues

### Open Services White Paper

In July, the government belatedly published its Open Public Services White Paper. The paper sets out the government’s approach to public services, applying the principles of choice, decentralisation, diversity, fairness and accountability. Haringey’s policy briefing on the white paper is available [here](#).

### The Code of Recommended Practice for Local Authorities on Data Transparency

The Code sets out key principles for local authorities in creating greater transparency through the publication of public data. It says that local authorities should not pre-determine the value of their public data and the level of public demand; rather they should understand what they hold, what their communities want and then release it in a way that allows the public, developers or the media to use it. Published data should include:

- Expenditure over £500
- Senior employee salaries (above £58,200), names (with the option for individuals to refuse to consent for their name to be published), job descriptions, responsibilities, budgets and numbers of staff.
- An organisational chart
- The ‘pay multiple’ – the ratio between the highest paid salary and the median average salary of the whole of the authority’s workforce
- Councillor allowances and expenses
- Copies of contracts and tenders to businesses and to the voluntary community and social enterprise sector.
- Policies, performance, external audits and key inspections and key indicators on the authorities’ fiscal and financial position.
- The location of public land and building assets and key attribute information that is normally recorded on asset registers and
- Data of democratic running of the local authority including the constitution, election results, committee minutes, decision - making processes and records of decisions.

## Organisational Effectiveness

### Quarterly Performance Highlights

- 56.36% of council tax due was received against a target of 56%.
- Although year to date performance for the average time taken to process new benefit claims and change events remains on target at 19 days, Q2 performance has slowed to 27.7 days. This is longer than the average for London.
- In the rolling year to September, sickness absence per full time equivalent was 7.61 days against the 7.5 day target set for 2011/12.
- At Q1 51.5% of Haringey's top 5% of earners are women
- At Q1 16.84% of Haringey's top 5% of earners are from black minority ethnic communities down from 20.11% at Q4 2010/11.

For detailed performance information, including progress against targets, see Appendix 1.

67. This section of the report looks at measures of internal organisational effectiveness. Although not outcome focussed these are important either to our residents e.g. how we respond to their queries; or to the viability of the organisation e.g. council tax collection rates. Organisational effectiveness links to the Manifesto commitment to spend wisely and invest in the future thereby delivering value for money.

### Staff engagement and motivation

68. The council will shortly be undertaking an **Employee View Survey**. The survey will get staff feedback on a number of aspects of the employee-employer relationship contract at Haringey. Key issues to be explored by the survey will include:

- Reasons for joining the organisation
- What makes employees stay with the organisation
- What motivates employees
- What helps employees be effective
- What are the reasons which might lead employees to leave the organisation.

The fieldwork for the survey is due to be undertaken over the next period and results should be available in time for the Q3 performance report.

### Quality services / Effective use of resources

69. Achieving performance on **processing benefit claims** remains challenging. Although there has been some improvement compared to this time last year, benefit demand is increasing monthly. New Claims are paid immediately when all information and proofs from customers have been received. The service currently receives 50-60 new claims per day either from customers moving into the borough or existing customers who switch 'in and out' of benefit due to employment. A total of 18,105 new claims have been received since May 2010 and the current caseload has increased by 5,000 since 2009. There are also approximately 200 changes to

existing benefit claims per day and managing this volume remains a constant concern.

70. Corporate Committee on 27<sup>th</sup> September agreed the integration of Benefits, Local taxation and Customer Services. 60% of the enquiries currently received by Customer Services are Benefits and Local Taxation related. The integration provides the opportunity to achieve efficiencies and performance improvements by providing a joint approach to customer demand and a merged front and back office. Benefits officers previously located in the back office have now moved to the Customer Services Centre so that they see customers face to face and can not only provide expert advice but will be able to process claims or changes while the customer is present. However, recruitment following integration and a changing operating model is only just being introduced and will take time to implement and drive up performance.
71. The **draft Equal Opportunities Policy 2011-14** was discussed at the first meeting of the Corporate Equality Board on 6th September. A 3 month consultation on the Policy will begin in October, with a consultation event for the voluntary and community sector scheduled for November. The completed Policy will be launched in April 2012.

## Appendix 1: Performance Assessment - Service Indicators Quarter 2, 2011/12

### Key:

- Green Target achieved/ better than planned  
Amber Just below target (typically 5% tolerance)  
Red Target not achieved/ below expectation

### 1. Thriving

Dir.	Ref:	Description	2010/11	Q1 2011/1 2	Q2 2011/12	Year to Date 2011/12		Traffic Light
			Value	Value	Value	Value	Target	
Children and Young People's	HY117	Academic Age Yr 12-14 % who are not in education, employment or training (NEET)	6.6%	5.4%	<b>5%</b> <sup>1</sup>	5%	8.9%	Green
Children and Young People's	HY103b	Special Educational Needs – statements issued within 26 weeks - including exemptions	91.1%	93.6%	<b>86.0%</b>	90.0%	93.0%	Amber
Children and Young People's	HY103a	Special Educational Needs – statements issued within 26 weeks - excluding exemptions	96.4%	97.8%	<b>94.9%</b>	96.4%	96%	Green
Place and Sustainability	HY22	Number of working age people who are claiming one or more key DWP benefits	<b>30,180</b> (Feb 2011)	Q1 data not available	See footnote <sup>2</sup>		Target not set	
Adults and Housing	HY85	Number of library visits per 1000 of the population	9,671	8,778	<b>8,257</b>	<b>8,517</b>	8,700	Amber
Adults and Housing	HY4	Prevent homelessness (Ratio of homelessness preventions to acceptances)	1.08	1.38	<b>1.43</b>	1.43	Target not set	
Adults and Housing	HY156	Number of households living in temporary accommodation	3,294	3,192	<b>3,144</b>	3,144	Target not set	Green
Adults and Housing	HY293	Inward migration - number of Temporary Accommodation placements (All households) made by other London boroughs in Haringey		66 <sup>3</sup>	190	<b>256</b>	Target not set	
Adults and Housing	HY293a	Inward migration - number of Temporary Accommodation placements (families) made by other London boroughs in Haringey	551	127	Awaiting Sept data <sup>4</sup>	127	Target not set	

<sup>1</sup> There are 2 major changes in DfE requirements which affects how data is being collected from April 2011.

- Participation and NEET data is based on the clients academic age rather than their actual age (Academic Age Yr 12-14)
- For those in education the cohort is now based on the young persons borough of residency rather than the borough where they are being educated.

<sup>2</sup> Data sourced from NOMIS but there is a time lag in published data Nov 2010 30,010

<sup>3</sup> Data collection started in June

<sup>4</sup> This data is extracted from NOTIFY, a web based information system and records the TA movement of Families, there is a separate indicator (HY293) which includes all household moves including single household moves.

Dir.	Ref:	Description	2010/11	Q1 2011/1 2	Q2 2011/12	Year to Date 2011/12		Traffic Light
			Value	Value	Value	Value	Target	
Adults and Housing	HY294	Temporary Accommodation (Out of Borough Placements) All households		28 <sup>5</sup>	77	<b>105</b>	Target not set	
Adults and Housing	HY294a	Temporary Accommodation (Out of Borough Placements) Families only	286	82	Awaiting Sept data <sup>3</sup>	82	Target not set	
Adults and Housing	HY158	% non-decent council homes	20.6%	20.4%	<b>24.18% (Aug)</b>	24.18%	29.8% (March 2012)	Amber

## 2. Sustainable

Dir.	Ref:	Description	2010/11	Q1 2011/1 2	Q2 2011/12	2011/12		Traffic Light
			Value	Value	Value	Value	Target	
Place and Sustaina bility	HY192	Recycling rate	28.11%	26.91%	<b>26.69%</b>	26.8%	26%	Green
Place and Sustaina bility	HY195a	Improved street and environmental cleanliness, levels of: Litter	3.3%	7%	Tranche 2 survey in Oct.	7%	10%	Green
Place and Sustaina bility	HY162	Reduction in the number of reported fly-tips	6,225	1,057 <sup>6</sup> May & June only	<b>1,615</b>	2,672	7,200	Green

## 3. Healthier

Dir.	Ref:	Description	2010/11	Q1 2011/1 2	Q2 2011/12	2011/12		Traffic Light
			Value	Value	Value	Value	Target	
Adults and Housing	HY130	Social care clients receiving Self Directed Support (2010 Definition)	23%	28.1%	<b>32.7%</b>	32.7%	34%	Amber
Public Health	HY39	Rate of Hospital Admissions per 100,000 for Alcohol Related Harm	1152	Awaiting data from NHS			Target not set	
Adults and Housing	HY131	Delayed transfers of care, per 100,000 adult population	4.6	7.96	<b>8.64</b>	8.64	8.5	Amber
Adults and Housing	HY145 (NI 145)	Adults with learning disabilities in settled accommodation	49.1%	5.4%	<b>21.5%</b>	21.5% <sup>7</sup>	22.5% (Q2) 45% 2011/12	Amber
Adults and Housing	HY38	Proportion of adults in contact with mental health services in paid employment	6.0%	4.6%	<b>5.3% (Aug)</b>		6.0%	Red
Adults and Housing	HY41	Proportion of adults in contact with secondary mental health services living	87.0%	70.2%	<b>72.2%</b>	72.2%	87.0%	Red

<sup>5</sup> Data collection started in June

<sup>6</sup> New Contract meant April Figures not available

<sup>7</sup> This is cumulative indicator

Dir.	Ref:	Description	2010/11	Q1 2011/1 2	Q2 2011/12	2011/12		Traffic Light
			Value	Value	Value	Value	Target	
		independently, with or without support						
Adults and Housing	HY42	Permanent admissions to residential and nursing care homes, per 100,000 population	Amended definition for 2011/12	14.12	<b>31.64</b>	31.64	35.4 Q2 70.8 full year target	Green
Public Health	HY50	Number leaving drug treatment free of drug(s) of dependence		Awaiting data			Target not set	
Public Health	HY94	Childhood Vaccination Coverage (MMR) (2yrs)	85.3%	83%		83%	85%	Amber
Public Health	HY95	Childhood Vaccination Coverage (MMR) (5yrs)		74%		74%	85%	Red
Public Health	HY96	Number of 4-week smoking quitters who attended NHS Stop Smoking Services	304	1936		1936	1920	Green
Public Health	HY99	Screening uptake (Cytology)		Awaiting clarification on exact measurement to be used				
Public Health	HY102	Screening uptake (Breast 53 - 70 years )	62.6% (Q3 2010/11)					Red
Public Health	HY105	Mental health admission rate for those with severe mental illness		Awaiting data				
Place and Sustaina bility	HY170	Sports & Leisure 60 Second Survey	70.6%	75%	<b>81%</b>	75%	71%	Green

#### 4. Safer

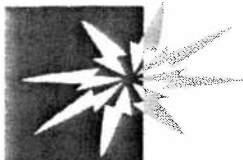
Dir.	Ref:	Description	2010/11	Q1 2011/1 2	Q2 2011/12	2011/12		Traffic Light
			Value	Value	Value	Value	Target	
Chief Executiv e's	HY394	Number of incidents of anti social behaviour	14,593 (2009/10 or 64.77 per 1,000 populatio n	Baseline being established				
Children and Young People's	HY59	Percentage of initial assessments for children's social care carried out within 10 working days of referral	66.3%	57.1%	<b>60.6%</b>	59%	70%	Red <sup>8</sup>
Children and Young People's	HY64	Child Protection Plans lasting 2 years or more	5.8%	4.4%	<b>1.7%</b>	3.5%	6%	Green
Children and Young People's	HY32	Increase in the percentage of children placed in Haringey Provision	33.0%	35.1%	<b>35.3%</b>	35.3%	38.0%	Red
Children and Young	HY62	Stability of placements of looked after children: number of moves	15.33%	13.39%	<b>13.23%</b>	13.23%	13%	Amber

<sup>8</sup> Met the 70% target during September

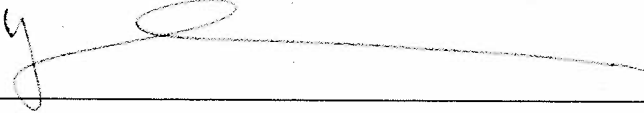
Dir.	Ref:	Description	2010/11	Q1 2011/1 2	Q2 2011/12	2011/12		Traffic Light
			Value	Value	Value	Value	Target	
People's								
Place and Sustaina bility	HY23	Reduction in serious violent crime (KPI 1 Violence Portfolio)	2,304 Q2 20010/11	1,069	<b>1,037</b>	2,106	2,258 (YTD to Q2)	Green
Adults and Housing	HY58	Victims of domestic violence feeling well advised and supported	New Indicator	<b>N/A</b>	<b>100%</b>	100%	Target not set	Green
Adults and Housing	HY331	Repeat victimisation (Hearthstone)- victims of domestic violence	New Indicator	<b>N/A</b>	<b>5%</b>	5%	Target not set	

## 6. Organisational Effectiveness

Dir.	Ref:	Description	2010/11	Q1 2011/1 2	Q2 2011/12	2011/12		Traffic Light
			Value	Value	Value	Value	Target	
Corporate Resources	HY181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events (days)	18	15	<b>27.7</b>	19	19	Green
Corporate Resources	HY9	% of council taxes due for the financial year which were received in year	94%	30.12%	<b>56.36%</b>	56.36%	56% (93.75 March 2012)	Green
Chief Executive's	HY12	The no. of working days/shifts lost due to sickness absence per FTE employee Rolling Year. COUNCIL	7.96	7.67	<b>7.61</b>	7.61	7.5	Amber
Chief Executive's	HY12a	Days sick per full time equivalent employee (Excluding Schools' Staff)	8.6	8.22	<b>8.12</b>	8.12	8	Amber
Chief Executive's	HY82	Agency usage (Council wide)	9.6%	8.9%	<b>10.7%</b>	10.7%	12.0%	Green



Haringey Council

<b>Report for:</b>	Cabinet - 8 November 2011	<b>Item number</b>	
<b>Title:</b>	London Local Authorities and Transport for London Act 2008 – Appointed Day for adoption of powers under Part 5 – Non payment of Penalty Charge Notices.		
<b>Report authorised by :</b>	Lyn Garner, Director of Places and Sustainability 		
<b>Lead Officer:</b>	Ann Cunningham , Head of Traffic Management		
<b>Ward(s) affected:</b> Specify ward(s) All	<b>Report for Non Key Decision:</b>		

### 1. Describe the issue under consideration

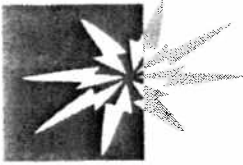
To advise the Cabinet of intentions to seek Council resolution to adopt the new powers provided in part 5 of the London Local Authorities and Transport for London Act 2008, and Council resolution to fix an 'Appointed Day' for bringing those new powers into operation.

### 2. Cabinet Member Introduction

The adoption of those new powers will bring real benefits in terms of improving road safety within the borough. There are clear benefits in terms of parking and traffic enforcement, but we find that many of those vehicles are also not taxed or insured. This project will clamp down on those drivers, which will have further benefits especially on road safety.

### 3. Recommendations

Cabinet is asked to note that the full Council at its meeting on 21 November 2011 will be asked to resolve that the appointed day for which Part 5 of the London Local Authorities and Transport for London Act 2008 shall come into operation on public highways for which London Borough of Haringey is the Highways Authority shall be 1st March 2012.



**Haringey** Council

#### 4. Other options considered

There are no other options for consideration.

#### 5. Background information

The London Local Authorities and Transport for London Act 2008 received Royal Assent on 21 July 2008. Part 5 of the Act allows London Authorities to enforce against vehicles that have 3 or more outstanding penalty charge notices (PCNs).

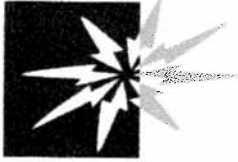
The Act allows the clamping and removal of those vehicles, even in cases where the vehicle is legally parked. Those vehicles are commonly referred to as persistent evaders. A persistent evader is defined as a vehicle that has three or more outstanding PCNs that are not being challenged through the statutory appeals process.

If a vehicle is clamped or removed under those powers, it will only be released to its owner under one of the following circumstances;

- Where the keeper details are not known; upon evidence of the identity of the keeper of the vehicle;
- Where the keeper details are known; when all outstanding penalty charges and additional parking charges are paid; or
- A bond is paid. A bond may only be paid once in relation to a penalty charge and is only payable on the basis that the person claiming the vehicle subsequently makes representations against the enforcement. If a representation or appeal is unsuccessful, the bond is set against outstanding charges. If representations are not made the bond is forfeit. The amount of the bond has been set by the London Councils Transport and Environment Committee at £250.

The London Councils asked a number of boroughs to carry out a pilot project in accordance with the provision of the Act. The experience from this project would then be used to provide guidance to other boroughs when the powers are fully rolled out. Phase 1 of this pilot looked at the legislation and how it could be applied operationally. This included producing a draft Code of Practice and identifying document procedures and processes.

Haringey have now been invited to join phase 2 of this pilot project, which is the operational phase. There are clear benefits associated with adopting those new powers. In Haringey there are currently in excess of 3000



**Haringey Council**

it is legally parked. In addition if a persistent evader is removed under existing legislation we are restricted to collecting the release fee and current PCN only. The new powers allow collection of all outstanding charges.

Under existing legislation we remove an average of 34 persistent evaders monthly. The removal trucks ( provided by our Contractor) are already equipped with ANPR (automatic number plate recognition) software and can easily identify those vehicles once the necessary files are downloaded. Under the new legislation we would expect this to increase to at least 70 a month.

Where any vehicle is removed under this legislation a statutory appeals process can be followed by anyone wishing to challenge previously issued PCNs. The process is the same as for a normal PCN and can involve an appeal to an independent adjudicator at the Parking and Traffic Appeals service.

No vehicle where an appeal is made can be disposed of and any unsuccessful appeal to PTAS, will require the vehicle to be kept for at least a further 35 days from the date of the unsuccessful appeal.

In adopting those new powers, the Act requires London Authorities to a make a resolution fixing an 'appointed day' from which the authority will begin to bring into operation the powers under Part 5 of the ACT. This must be advertised in local papers and in the London Gazette. The 'appointed day' must not be earlier than the expiration of one month from the publication of the notice in the London Gazette.

## **6. Comments of the Chief Financial Officer and Financial Implications**

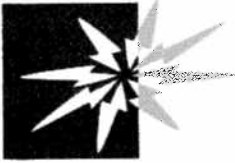
The costs associated with implementing the new powers will be met from existing budgets and the project should help support parking income levels longer term.

## **7. Head of Legal Services and Legal Implications**

The Head of Legal Services notes the contents of this report and confirms that the requirements under the Act for setting an "appointed day" are as set out in Part 3 of this report.

## **8. Equalities and Community Cohesion Comments**

There are no specific equalities issues arising from proposals in this report. Parking controls and enforcement benefit the community as a whole by improving road safety, and traffic flow in and around the borough.



**Haringey** Council

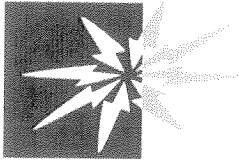
## 9. Policy Implications

There are no specific policy issues arising from this report. Statutory Guidance and borough policy in general make it clear that removals should be targeted at persistent evaders, particularly those where there are no recorded keeper details.

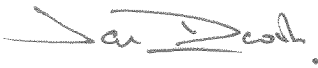
## 10. Use of Appendices

### 11. Local Government (Access to Information) Act 1985

- a) London Local Authority and Transport for London Act 2008.
- b) London Councils – Advisory documents and memorandums



Haringey Council

Report for:	Cabinet 8 November 2011	Item number	
Title:	Admission to Schools – Proposed Admission Arrangements for 2013/14		
Report authorised by :	Jan Doust  Deputy Director Prevention and Early Intervention Children and Young People's Service		
Lead Officer:	Jennifer Duxbury Head of Admissions and School Organisation		
Ward(s) affected: All	Report for Key Decision		

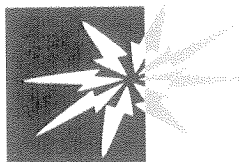
### 1. Describe the issues under consideration

- The proposed admission arrangements for entry to school in the academic year 2013/14 for Haringey community nursery classes, primary, infant, junior and secondary schools and St Aidan's voluntary controlled School.
- The proposed arrangements for 2013/14 for admission to sixth form.
- The proposed co-ordinated scheme which all Haringey schools and Academies will follow to ensure all school places are offered in accordance with statutory timescales.

The new admissions code is yet to be finalised however the proposed changes to the admission arrangements are as follows:

#### RECEPTION ADMISSIONS

**ADMISSION NUMBERS** – The proposal includes the admission numbers for the schools the Authority is consulting on to be expanded however these proposals will be subject to the outcome of the consultation.



**Haringey** Council

## SECONDARY ADMISSIONS

**ADMISSION NUMBERS** - The proposal includes the increase in published admission of Heartlands High School.

Please note that the governors of Alexandra Park wish to adopt the admission arrangements for Community schools as set out in this report.

### 2. Cabinet Member Introduction

I believe that this report meets the statutory requirements for the admission arrangements for our primary, junior, secondary schools and sixth form study and am happy for it to go out to formal consultation.

### 3. Recommendations

For the Cabinet to agree that the proposed admission arrangements and the proposed co-ordinated scheme go out to public consultation. Consultation is required to take place for a period of 8 weeks between 1 November and 1 March 2012.

### 4. Other options considered

Not applicable

### 5. Background information

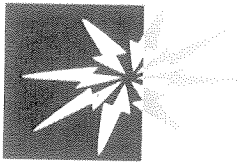
Section 89 of the School Standards and Framework Act 1998, as amended by the Education and Inspections Act 2006 and associated Regulations require admission authorities to consult on their admission arrangements at least every three years and in any year in which variations are being considered. Co-ordinated schemes must be formulated every year.

The proposed arrangements may need to be reviewed as and when the Education Bill 2011 and the draft School Admissions Code come in to effect.

### 6. Financial Implications

The Chief Financial Officer has been consulted in the production of this report and confirms that there are no direct financial consequences as a result of the consultation proposals.

### 7. Legal Implications



**Haringey** Council

The Acting Head of Legal Services has been consulted on the contents of this report. An admission authority is required under the statutory framework, as part of the process for determining school admission arrangements, to consult upon the proposed admission arrangements. The changes proposed for school admission arrangements for 2013-2014 comply with the statutory framework and the requirements under the Schools Admission Code.

## **8. Equalities and Community Cohesion Comments**

An Equalities Impact Assessment has been prepared and Steps 1 and 2 have been signed off at this stage as far as possible. It is not possible to complete a full analysis of equalities data relating to the proposed admission arrangements for 2013/14 ahead of the consultation. However analysis will be undertaken as part of the planned consultation process and included as part of the Equalities Impact Assessment.

The proposed Haringey Admission arrangements 2013/14 are compliant with all areas of the School Admissions Code, aim to be equitable and transparent and include measures to actively promote fairness.

As required by the School Admissions Code 2010, we will ensure that our admission arrangements comply with all other relevant equalities legislation.

## **9. Head of Procurement Comments**

Not applicable.

## **10. Policy Implications**

Following the public consultation the final arrangements must be determined in a further report by 15 April 2012.

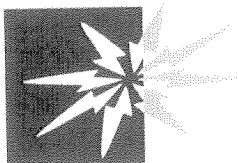
The Admission arrangements must be published by 29 April 2012.

Any objections must be sent to the Schools Adjudicator by 31 July 2012.

## **11. Use of Appendices**

Please find attached

Appendix 1 Starting nursery in Haringey in September 2013



**Haringey Council**

Appendix 2 2013	Starting reception class or junior in Haringey September
Appendix 3	Starting secondary school in Haringey in September 2013
Appendix 4	Starting school during the year in Haringey 2013
Appendix 5	In Year Fair Access Protocol 2013
Appendix 6	Starting sixth form in Haringey in September 2013

**12. Local Government (Access to Information) Act 1985**

- The Education Act 2002
- The Education and Inspections Act 2006
- The Education and Skills Act 2008
- The Education (Co-ordination of Admission Arrangements) (Secondary Schools) (England) Regulations 2008
- The School Admissions (Admission Arrangements) (England) Regulations 2008
- The Education (Admissions Appeals Arrangements) (England) (Amendment) Regulations 2009
- The School Admissions Code (2010)
- The School Admissions Appeals Code (2010)

## STARTING NURSERY IN HARINGEY IN SEPTEMBER 2013

### DETERMINED ADMISSION RULES FOR NURSERY CLASSES IN COMMUNITY PRIMARY SCHOOLS AND ST. AIDAN'S VC SCHOOL

#### There are no proposed changes to the 2012/13 admission arrangements Nursery classes in infant and primary schools

Children may have a part-time place in a nursery centre or a class attached to a school in the September following their third birthday. If there are more requests than part-time places available, the admission rules (over-subscription criteria) explained on page 2 will be used to decide which children will be admitted (they will also apply to full time places). The age your child is able to start nursery will depend on the number of places available.

You should ask your preferred nursery school for an application form. The Authority is responsible for admissions but these are managed by schools with nurseries and nursery centres. There is no right of appeal against the decision to refuse admission of children to nurseries.

#### Full-time nursery places

The Authority provides 500 **full-time places** across the borough. This number is under review. The places are offered to families in greatest need.

#### Oversubscription criteria

Relevant Children in care means children who are in care of a local authority in accordance with Section 22 Children Act 1989.

1. Children with a statement of special educational needs
2. Children with a social or medical need, for example a child in the care of the local authority and children on the at risk register 9
3. Children who are residents of Haringey and who are:
  - housed in temporary accommodation
  - cared for by a lone parent
  - refugees or asylum-seekers
  - from a family receiving Income Support
  - from a family with a number of pre-school-age children and/or
  - have English as an additional language

If a child has one or more of these needs, there is no guarantee of a full time place, however your child may be given a higher priority for a place.

If you think your child has any of these needs, please contact your preferred school or centre to discuss this in detail. You will need to provide written evidence to support your application.

**Parents/carers should note that admission to a nursery class in a school does not guarantee a place in the reception class at the same school, and separate**

**application forms must be completed later for the reception class by 15 January in the academic year your child turns 4.**

Some places may be available to children for one or two terms before the school year in which they have their fourth birthday. Priority for these places is given to children in greatest need based on the considerations listed above. Please ask at your local school/centre for information in the first instance.

### **Determined Admission Criteria for part time places**

Children with a statement of Special Educational Needs which name the school will be admitted in accordance with section 324 of the Education Act 1996.

If the number of applicants without statements of special educational needs which name the school is higher than the number of places available, the following rules will be applied, in the order of priorities set out below to decide who is offered a place:

#### **1) Children in Care**

Children who are looked after by a local authority.

#### **2) Social/Medical**

Children who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. For example children on the at risk register

#### **3) Brother or Sister**

Children who will have a brother or sister attending the school (or its associated Infant or Junior school) at the time of admission. This category includes foster brothers and sisters, half brothers and sisters or stepbrothers and sisters. Parents should note that in all these cases, the brother or sister must be living at the same address as the child for whom the application is being made. (However, this does not include younger siblings in the school's nursery class).

#### **5) Distance**

Children living closest to the preferred school.

The tie-breaker for all criteria is children living closest to the school measured in a straight line from the home post office address point to the entrance of the school's using a computerised mapping system.

The tiebreak for two or more applications that live exactly the same distance from the school will be random allocation using a computerised system.

## **Determined Arrangements for Reception and Junior Admissions 2013**

### **Determined Admission Criteria for Reception and Junior Admissions 2013**

There are no proposed changes to the current arrangements for 2011/12 and 2012/13 for Reception and Junior Admissions except to the inclusion of multiple births to the excepted category for the infant class size exception.

#### **Oversubscription criteria**

Children with a statement of Special Educational Needs which names the school will be admitted in accordance with Section 324 of the Education Act 1996.

If the number of applicants without statements of educational needs naming the school is higher than the number of places available, the following rules will be applied, in the order of priority set out below to decide who will be offered a place:

#### **1. Children in Care**

Children who are looked after by a local authority.

Relevant Children in care means children who are in care of a local authority in accordance with Section 22 Children Act 1989 .

#### **2. Social Medical**

Children who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child.

#### **3. Linked school**

This rule applies only to junior school admissions. Applicants attending an infant school will be prioritised under this rule for admission to the linked junior school.

#### **4. Brother or Sister**

Children with a brother or sister already attending the school and who will still be attending on the date of admission. This category includes foster brothers and sisters, half brothers and sisters or stepbrothers and sisters. Parents should note that in all these cases, the brother or sister must be living at the same address as the child for whom the application is being made.

## **5. Distance**

Children living closest to the preferred school.

### **Tie breakers**

The tie breaker for all criteria is: children living closest to the school measured in a straight line from the post office address point for the child's home, to the post office address point of the school, supplied by the Royal Mail using a computerised mapping system.

The tiebreak for two or more applications that live exactly the same distance from the school will be random allocation using a computerised system

### **MULTIPLE BIRTHS**

If only one place is available at the school and the next child who qualifies for a place is one of multiple birth siblings, we will ask community schools to go over their published admission number.

(This is subject to the outcome of the DfE consultation on the School Admissions Code.)

### **DEFERRED PLACES - before compulsory school age**

Para 2.69 states in short that admission authorities must allow parents to defer a school place until the child is of compulsory school age. parents can defer a place to a time later in the year, or until the child is of compulsory school age AND request that their child takes up the place part-time until the child reaches compulsory school age.

## Pan London Co-ordinated Scheme 2013/14

### APPLICATIONS

1. Haringey Local Authority will advise home local authorities of their resident pupils on the roll of this Haringey's maintained children's centres, nursery schools, primary schools and infant school who are eligible to apply for a reception or junior place in the forthcoming academic year.
2. Haringey residents can apply online at [www.Haringey.gov.uk/schooladmissions](http://www.Haringey.gov.uk/schooladmissions) or alternatively submit a paper application available from the School Admissions Service.
3. Haringey Local Authority will take all reasonable steps to ensure that every parent who has a child who is eligible to apply for a reception or junior place will be signposted to the booklets which will be available in September 2012.
4. The booklet will also be available to parents who are non-residents, and will include information on how they can access their home local authority's equivalent School Admissions Application Form.
5. The admission authorities within Haringey will not use supplementary information forms except where the information available through the School Admissions Application Form is insufficient for consideration of the application against the published over subscription criteria. Where admission authorities within Haringey use supplementary information forms, we will seek to ensure that they only collect information in accordance with paragraph 1.80 – 1.83 of the School Admissions Code.
6. Where supplementary forms are required, they will be available on the website. Such forms will advise parents that they must also complete their home local authority's School Admissions Application Form. Haringey's admission booklet indicates which Haringey schools require supplementary forms to be completed.
7. Where a school in Haringey receives a supplementary information form, it will not be considered a valid application unless the parent/carers has also listed the school on their home LA's School Admissions Application Form.
8. Haringey Local Authority will share the details of each application for a Haringey voluntary-aided school, foundation school or Academy with that school. Schools that require a supplementary information form will check that each parent has completed one. If one has not been received the school will make contact with the parent and ask them to complete one. The school will also check that each parent that has completed a supplementary form has also completed a School Admissions Application Form. If any parent has not completed a School Admissions Application Form, the school will share that information with Haringey Local Authority who will then contact the parent and ask them to complete one.
9. Applicants will be able to express a preference for up to six maintained primary schools within and/or outside Haringey.

10. The order of preference given on the School Admissions Application Form will not be revealed to a school in accordance with paragraph 1.76 of the School Admissions Code. However, where a parent resident in Haringey expresses a preference for schools in the area of another local authority, the order of preference will be revealed to that local authority in order to determine the highest ranked preference in cases where a child is eligible for a place at more than one school.
11. Haringey undertakes to carry out the address verification process set out in its entry in the Pan-London Business User Guide. This will in all cases include validation of resident applicants against this LA's maintained children centre, nursery and primary school data and the further investigation of any discrepancy. Where this LA is not satisfied as to the validity of an address of an applicant whose preference has been sent to a maintaining LA, it will advise the maintaining LA no later than 15 February 2013.
12. Haringey will confirm the status of any resident child for whom it receives an Application Form stating s/he is a 'Child in Care' and will provide evidence to the maintaining LA in respect of a preference for a school in its area by 1 February 2013.
13. Haringey will advise a maintaining LA of the reason for any preference expressed for a school in its area, in respect of a resident child born outside of the correct age cohort, and will forward any supporting documentation to the maintaining LA by 1 February 2013.

#### **PROCESSING**

14. Applicants resident within Haringey must complete and return the School Admissions Application Form, which will be available on line, by 15 January 2013.
15. Any application forms, changes to preferences or preference order received after 15 January 2013 will be treated as late. This means that such applications will be considered after those applicants who have applied on time.
16. Haringey will only accept late applications and process them as on time if they are late for a good reason and supported by independent written evidence. Upon receipt of the written independent evidence, each case will be decided on its own merits.
17. Where such applications contain preferences for schools in other LAs, Haringey will forward the details to maintaining LAs via the Pan London Register (PLR) as they are received. Haringey will accept late applications which are considered to be on time within the terms of the home LA's scheme.
18. The latest date for the upload to the PLR of late applications which are considered to be on time within the terms of the home LA's scheme is 15 February 2013.
19. Where an applicant moves from one participating home LA to another after submitting an on time application under the terms of the former home LA's scheme, the new home LA will accept the application as on time up to 15 February 2013, on the basis that an on-time application already exists within the Pan-London system.
20. Application data relating to applications for schools in other participating local authorities will be uploaded to the Pan-London Register (PLR) on 1 February 2013. Supplementary information

provided with the School Admissions Application Form will be sent to Haringey voluntary-aided schools/maintaining local authorities by the same date.

21. Application data relating to Haringey schools from out-of-borough pupils will be received from the Pan London Register on 4 February 2013.
22. Haringey Local Authority will notify each school within Haringey that is its own admissions authority of every preference that has been made for the school, forwarding to them all relevant details from the School Admissions Application Form by 15 February 2013.
23. Between 15 February 2013 and 6 March 2013, voluntary-aided, foundation schools and Academies will assess their applications according to their admissions criteria.
24. Haringey will participate in the application data checking exercise scheduled between 19 February and 1 March 2013.
25. All preferences for schools within Haringey will be considered by the relevant admission authorities without reference to rank order in accordance with paragraphs 1.76 and 2.16 of the School Admissions Code. When the admission authorities within Haringey have provided a list of applicants in criteria order, Haringey shall, for each applicant to its schools for whom more than one potential offer is available, make the offer to the highest ranked school.
26. Haringey will upload the highest potential offer available to an applicant for a maintained school or Academy to the PLR by 18 March 2013. The PLR will transmit the highest potential offer specified by the Maintaining LA to the Home LA.
27. Haringey will eliminate all but the highest ranked offer where an applicant has more than one potential offer. This will involve exchanges of preference outcomes between the LAS and the PLR which will continue until notification that a steady state has been achieved or until 22 March 2013 if this is sooner.
28. Haringey will not make an additional offer between the end of the iterative process and the 17 April 2013. This may impact on an offer being made by another participating LA.
29. Notwithstanding paragraph 24, if an error is identified within the allocation of places at one of Haringey's schools, this LA will attempt to manually resolve the allocation to correct the error. Where this impacts on another LA (either as a home or maintaining LA) this LA will liaise with that LA to attempt to resolve the incorrect offer and any multiple offers which might occur. However, if another LA is unable to resolve a multiple offer, or if the impact is too far reaching, this LA will accept that the applicant(s) affected might receive a multiple offer.
30. Haringey will participate in the offer data checking exercise scheduled between 25 March and 11 April 2013 in the Pan-London timetable.
31. Haringey will send a file to the E-Admissions portal with outcomes for all resident applicants who have applied online no later than 12 April 2013.

## **OFFERS**

32. Haringey will ensure, so far as is reasonably practical that each resident applicant who cannot be offered a preference expressed on the School Admissions Application Form receives the offer of an alternative school place. The applicant will be offered the nearest community school (or own admitting authority if the governors have agreed to this) to the home address with an available place.
33. Haringey will inform all resident applicants of their highest offer of a school place and, where relevant, the reasons why higher preferences were not offered, whether they were for schools in Haringey or in other participating LAs.
34. Haringey will use the form of notification letter set in this document.
35. Notification of the outcome will be sent on 17 April 2013.
36. Haringey will provide children centre, nursery and primary schools with destination data of its resident applicants after offer date.
37. Parents who are not offered a place at their preferred schools, will be offered the right of appeal.

## **POST OFFER**

38. Parents must accept or decline the offer of a place by 2 May 2013. If they do not respond by this date the local authority will make every reasonable effort to contact the parent to find out whether or not they wish to accept the place. If the parent fails to respond to the local authority the school place will be withdrawn.
39. Where a parent accepts or declines a place by 2 May 2013, this information will be passed to the maintaining LA by 16 May 2013. Where such information is received from applicants after 19 April, this LA will pass it to the maintaining LA as it is received.
40. Haringey will inform the home LA, where different, of an offer for a maintained school or Academy in Haringey which can be made to an applicant resident in the home LA's area, in order that the home LA can offer the place.
41. When acting as a maintaining LA, Haringey and the admission authorities within it will not inform an applicant resident in another LA that a place can be offered.
42. Haringey will offer a place at a maintained school or Academy in another LA to an applicant resident in its area, provided that the school is ranked higher on the School Admissions Application Form than any school already offered.
43. Where Haringey is informed by a maintaining LA of an offer which can be made to an applicant resident in Haringey which is ranked lower on the School Admissions Application Form than any school already offered, it will inform the maintaining LA that the offer will not be made.

44. Where Haringey, acting as a home LA, has agreed to a change of preference order for good reason, it must inform any maintaining LA affected by the change.
45. Haringey will inform the home LA, where different, of any change to an applicant's offer status as soon as it occurs.
46. When acting as a maintaining LA, Haringey will accept new applications (including additional preferences) from home LAs for maintained schools and academies in its area.

#### **WAITING LISTS**

47. Where a child does not receive an offer of their first preference, his/her name will automatically be placed on the waiting list for each Haringey school for which he/she is eligible, that is a higher preference school to the one that has been offered. Parents will be advised that if they want to go on the waiting list for an out borough school they should put this in writing to the Schools Admission Team in Haringey.
48. Parents will be given the opportunity to make applications to Haringey schools to which they did not originally apply.
49. Waiting lists will be kept by all maintained admission authorities in Haringey and coordinated centrally by this local authority as part of the coordination of all admission applications. Academies, voluntary-aided and foundation schools will apply their own admission arrangements. Haringey local authority will keep a mirrored waiting list and will offer places on behalf of the governing body. Waiting lists for community schools will be administered centrally by the local authority.
50. Waiting lists for entry to Reception in the academic year 2013/14 will be compiled on 2 May 2013 (after the deadline for acceptance of places) and will be kept in strict criteria order with no differentiation between on-time or late applications.
51. Waiting lists will be maintained and places allocated, as they become available, in accordance with each admission authority's published admission and oversubscription criteria.
52. Children will remain on the roll until the end of the Autumn Term of the academic year of entry unless parents contact the School Admissions Team to extend this further.

## Timetable for entry to school in September 2013

<b>15 January 2013</b>	Statutory deadline for receipt of applications
<b>01 February 2013</b>	Deadline for the transfer of application information by the Home LA to the PLR (ADT file)
<b>15 February 2013</b>	Deadline for the upload of late applications to the PLR
<b>19 Feb – 1 Mar 2013</b>	Checking of application data
<b>18 March 2013</b>	Deadline for the transfer of potential offer information from the Maintaining LAs to the PLR (ALT file).
<b>22 Mar 2013</b>	Final ALT file to PLR
<b>25 Mar – 11 Apr 2013</b>	Checking of offer data
<b>12 April 2013</b>	Deadline for on-line ALT file to portal
<b>17 April 2013</b>	Offer letters posted
<b>2 May 2013</b>	Deadline for receipt of acceptances
<b>16 May 2013</b>	Deadline for transfer of acceptances to maintaining LAs

### NOTIFICATION LETTER

18 April 2013  
Ref: «pupil\_id»

To the Parent/Carer of  
«pupil\_firstname» «pupil\_surname»  
«gu\_unit\_no» «gu\_unit\_name»  
«gu\_house\_no» «gu\_street»  
«gu\_main\_road»  
«gu\_district»  
«gu\_town»  
«gu\_county»  
«gu\_postcode»

Dear Parent/Carer,

**PRIMARY (or Junior) ADMISSIONS 2013**

I am writing to let you know the outcome of your application for a primary school place. Your child «pupil\_firstname» has been offered a place at «alloc\_pref».

**Accepting the offer of the school place**

It is important that you confirm as soon as possible that you wish to accept the offer of a place at «alloc\_pref». Please complete the reply slip below and return by **2 May 2013**. Failure to do so may result in this offer being withdrawn.

School Admissions Service  
48 Station Road, N22 7TY  
Tel:  
Fax:  
Email: v.uk  
This matter is being dealt with by:

Once your acceptance is received, the school will be informed and will contact you to provide further information about the arrangements for admission.

Please note that applications for any schools that you listed lower on your application form, were automatically withdrawn under the co-ordinated admission arrangements.

**If you were not offered your first preference school**

I am sorry that it was not possible to offer a place at any of the schools which you have listed higher on your application form. For each of these schools there were more applications than places available, and other applicants had a higher priority than your child under the school's published admission criteria.

If you would like further information about why your child was not offered one of your higher preference schools, then please contact the admission authority for that school. An admission authority will either be the school or the local authority where the school is located.

We are the admission authority for community schools in Haringey. For all other schools and academies in Haringey, please contact them directly.

The contact details for other admissions authorities can be found in our booklet at [www.Haringey.gov.uk/schooladmission](http://www.Haringey.gov.uk/schooladmission)

**Appeals**

You have the right of appeal under the School Standards & Framework Act 1998 against the refusal of a place at any of the schools which you listed on your application form.

If you wish to appeal:

- for community schools in Haringey please contact the School Admissions Team at the above address or visit [www.haringey.gov.uk/schooladmissions](http://www.haringey.gov.uk/schooladmissions) and return your completed appeal form to the address at the top of this letter
- for all other schools and academies in Haringey please contact the school direct
- for schools outside Haringey, please contact the local authority where the school is located.

The outcome of your appeal will not be influenced by the acceptance of a place at an alternative school.

**Waiting lists**

I can confirm that your child's name has been placed on the waiting list for any Haringey school that you have listed higher on your form. If you would like «pupil\_firstname» to be placed on a waiting list for any other school, then please contact the Haringey School Admissions Service. Your child will remain on the waiting list until the end of the Autumn Term 2013 for Haringey Community Schools unless you contact the School Admissions Team to extend this further.

If you have any further queries please do not hesitate to contact a member of the School Admissions Team on xx.

**Yours sincerely,**

Jennifer Duxbury  
Head of Admissions and School Organisation

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**Reply Slip**

**Ref: «pupil\_id»**

To: School Admissions Service, 48 Station Road, N22 7TY

**I wish to accept**

**I do not wish to accept \***

**a place for «pupil\_firstname» «pupil\_surname» at «alloc\_pref» (Please tick).**

(\*If you do not wish to accept a place at the above school, please indicate below the arrangements you intend to make for your child.)

**Signature of Parent/Carer**

**Date**

**Daytime Telephone Number**

**Please return this form by 2 May 2012**

For information on how the waiting lists for Haringey Schools operate, please refer to the booklet.

### Admission Numbers

The proposed admission numbers for Haringey community primary schools (and St Aidan's VC Primary) for the 2013/14 school year will be as follows:

Alexandra JMI	60*	Lordship Lane	90
Belmont Infants	84*	Mulberry	90
Bounds Green	60	Muswell Hill	60
Broadwater Farm	60	Nightingale	60
Bruce Grove	60	Noel Park	60
Campsbourne Infant	60	North Harringay	60
Chestnuts Primary	60	Rhodes Avenue	90
Coldfall	90	Risley Avenue	90
Coleraine Park	60	Rokesly Infant	90
Coleridge	120	St Aidan's VC Primary	30
Crowland	60	Seven Sisters	60
Devonshire Hill	60	South Harringay Infant	60
Downhills	60	Stamford Hill	30
Earlham	60	Stroud Green	60
Earlsmead	60	Tetherdown	60
Ferry Lane	30	Tiverton	60
Highgate	56	Welbourne	90*
Lancasterian Infant	87*	West Green	30
Lea Valley	60	Weston Park	30

\* These numbers are subject to the outcome of the school expansion consultations. More information is available at [www.haringey.gov.uk/schooladmissions](http://www.haringey.gov.uk/schooladmissions)

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## Proposed Arrangements for Secondary Transfer

### Proposed Admission Criteria to Haringey Community Co-educational Secondary Schools 2013

Children with a statement of Special Educational Needs which names the school, will be admitted in accordance with Section 324 of the Education Act 1996.

If the number of applicants without statements of educational needs naming the school is higher than the number of places available, the following rules are applied, in the order of priority set out below to decide who will be offered a place:

#### 1. Children in Care

Children who are looked after by a local authority

Relevant Children in care means children who are in care of a local authority in accordance with Section 22 Children Act 1989.

#### 2. Social Medical

Children who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child.

#### 3. Brother or Sister

Children with a brother or sister already attending the school and who will still be attending in years 7-11 on the date of admission. This category includes foster brothers and sisters, half brothers and sisters or stepbrothers and sisters. Parents should note that in all these cases, the brother or sister must be living at the same address as the child for whom the application is being made.

#### 4. Distance

Children living closest to the preferred school.

The tie breaker for all criteria is: children living closest to the school measured in a straight line from the post office address point for the child's home, to the post office address point of the school, supplied by the Royal Mail using a computerised mapping system.

The tiebreak for two or more applications that live exactly the same distance from the school (and who are not from multiple births) will be random allocation using a computerised system

**MULTIPLE BIRTHS**

If only one place is available and the next child to be offered is from a multiple birth, we will ask community schools to go over their published admission number.

## **Determined Admission Criteria to Hornsey School for Girls for 2013**

Children with a statement of Special Educational Needs which names the school, will be admitted in accordance with Section 324 of the Education Act 1996.

If the number of applicants without statements of educational needs naming the school is higher than the number of places available, the following rules are applied, in the order of priority set out below to decide who will be offered a place:

### **1. Children in Care**

Girls who are looked after by a local authority

Relevant Children in care means children who are in care of a local authority in accordance with Section 22 Children Act 1989.

### **2. Social Medical**

Girls who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child.

### **3. Siblings**

Girls with a sister already attending the school and who will still be attending in years 7-11 on the date of admission. This category includes foster sisters, half sisters or step sisters. Parents should note that in all these cases, the sister must be living at the same address as the girl for whom the application is being made.

### **4. Girls living in the priority area**

Places will be offered to girls living in the following Wards:

Alexandra	Harringay	Northumberland Park	Tottenham Hale
Bounds Green	Highgate	Seven Sisters	West Green
Bruce Grove	Hornsey	St Ann's	White Heart Lane
Crouch End	Muswell Hill	Stroud Green	Woodside
Fortis Green	Noel Park	Tottenham Green	

Places will be offered to each Ward in proportion to the number of applications received for the School. This means that the more applications received from a Ward, the more places will be offered to girls living in that Ward.

If there are more applications from a Ward than there are places available for that Ward then the tiebreak will be girls living closest to the School.

(This criterion will only be used until 1 March 2013 and the waiting list will be maintained in distance order.)

## **5. All other applicants**

The tie breaker for all criteria is: children living closest to the school measured in a straight line from the post office address point for the child's home, to the post office address point of the school, supplied by the Royal Mail using a computerised mapping system.

Tie breaks

The tiebreak for two or more applications that live exactly the same distance from the school (and who are not from multiple births) will be random allocation using a computerised system

## **MULTIPLE BIRTHS**

If only one place is available and the next child to be offered is from a multiple birth, we will ask community schools to go over their published admission number.

# **Pan London Co-ordinated Scheme 2013/14**

## **APPLICATIONS**

1. Haringey Local Authority will advise home local authorities during the Summer Term of Year 5 of their resident pupils on the roll of Haringey's maintained primary schools and whose parents are eligible to make application in the forthcoming academic year.
2. Haringey residents can apply online at [www.haringey.gov.uk/schooladmissions](http://www.haringey.gov.uk/schooladmissions) or alternatively submit a paper application available from the School Admissions Service..
3. Haringey Local Authority will take all reasonable steps to ensure that every parent who has a child in their last year of primary education within a maintained school, either in Haringey or elsewhere, and who is resident in Haringey can be signposted to a copy of Haringey's booklet (Moving On booklet) which will be available in early September 2012.
4. The booklet will also be available to parents who are non-residents and will include information on how they can access their home local authority's equivalent School Admissions Application Form.
5. The admission authorities within Haringey will not use supplementary forms except where the information available through the School Admissions Application Form is insufficient for consideration of the application against their published oversubscription criteria. Where

admissions authorities within Haringey use supplementary forms, we will ensure that they only collect information in accordance with paragraphs 1.80 – 1.83 of the School Admissions Code.

6. Where supplementary forms are used, they will be made available on the website. Such forms will advise parents that they must also complete their home local authority's School Admissions Application Form. The Haringey schools' booklet will indicate which Haringey schools require supplementary information forms to be completed.
7. Where a school in Haringey receives a supplementary information form, it will not be considered a valid application unless the parent/carer has also listed the school on their home LA's School Admissions Application Form.
8. Haringey Local Authority will share the details of each application for an Haringey voluntary-aided school, foundation school or Academy with that school. Schools that require a supplementary information form will check that each parent has completed one. If one has not been received the school will make contact with the parent and ask them to complete one. The school will also check that each parent that has completed a supplementary form has also completed a School Admissions Application Form. If any parent has not completed a School Admissions Application Form, the school will share that information with Haringey Local Authority who will then contact the parent and ask them to complete one.
9. Applicants will be able to express a preference for six maintained secondary schools or Academies located within and/or outside Haringey Local Authority (including any City Technology College that has agreed to participate in their local authority's Co-ordinated Scheme).
10. The order of preference given on the School Admissions Application Form will not be revealed to a school in accordance with paragraph 1.76 of the School Admissions Code. However, where a parent resident in Haringey expresses a preference for schools in the area of another local authority, the order of preference will be revealed to that local authority in order to determine the highest preference offer in cases where a child is eligible for a place at more than one school.
11. Haringey undertakes to carry out the address verification process set out in its entry in the Pan-London Business User Guide. This will in all cases include validation of resident applicants against this LA's primary school data and the further investigation of any discrepancy. Additional information will be requested from parents at the time of application and this will be explained in the secondary booklet. Where this LA is not satisfied as to the validity of an address of an applicant whose preference has been sent to a maintaining LA, it will advise the maintaining LA no later than 18 December 2012.
12. Haringey will confirm the status of any resident child for whom it receives an Application Form stating that s/he is a 'Child in Care' and will provide evidence to the maintaining LA in respect of a preference for a school in its area by 12 November 2012.
13. Haringey will advise a maintaining LA of the reason for any preference expressed for a school in its area, in respect of a resident child born outside of the correct age cohort, and will forward any supporting documentation to the maintaining LA by 12 November 2012.

### **PROCESSING**

14. Applicants resident within Haringey must complete and return the School Admissions Application Form, which will be available on-line, by 31 October 2012. However, Haringey LA encourages applicants to submit their application by 20 October 2012 to allow sufficient time to process and check all applications before the 31 October 2012, which is the date when data must be shared with other Local Authorities.

15. Any application forms, changes to preferences or preference order received after 31 October 2012 will be treated as late. This means that such applications will be considered after those applicants who have applied on time.
16. Haringey will accept late applications and process them as on time only if they are late for a good reason and supported by written independent evidence. Upon receipt of the written independent evidence, each case will be decided upon its own merits.
17. Where such applications contain preferences for schools in other LAs, Haringey will forward the details to maintaining LAs via the Pan-London Register (PLR) as they are received. Haringey will accept late applications which are considered to be on time within the terms of the home LA's scheme.
18. The latest date for the upload to the PLR of late applications which are considered to be on-time within the terms of the home LA's scheme is 14 December 2012.
19. Where an applicant moves from one participating home LA to another after submitting an on-time application under the terms of the former home LA's scheme, the new home LA will accept the application as on-time up to 14 December 2012, on the basis that an on-time application already exists within the Pan-London system.
20. Any school that operates testing to take place must ensure that their timetable coincides with the scheme timetable set out in, **Schedule A**.
21. Application data relating to applications for schools in other participating local authorities will be up-loaded to the Pan-London Register (PLR) on 12 November 2012. Supplementary information provided with the School Admissions Application Form will be sent to Haringey voluntary-aided schools/maintaining local authorities by the same date.
22. Application data relating to Haringey schools from out-of-borough pupils will be received from the Pan London Register on 15 November 2012.
23. Haringey Local Authority will notify each school within Haringey that is its own admissions authority of every preference that has been made for the school, forwarding to them all relevant details from the School Admissions Application Form by 5 December 2012.
24. Between 5 December 2012 and 14 January 2013, voluntary-aided, foundation schools and Academies will assess their applications according to their admissions criteria.
25. Haringey will participate in the application data checking exercise scheduled between 17 December 2012 and 4 January 2013 in the Pan-London timetable.
26. All preferences for schools within Haringey will be considered by the relevant admission authorities without reference to rank order in accordance with paragraphs 1.76 and 2.16 of the School Admissions Code. When the admission authorities within Haringey have provided a list of applicants in criteria order, Haringey Local Authority shall, for each applicant to its schools for whom more than one potential offer is available, make the offer to the highest ranked school.
27. Haringey Local Authority will send the first ALT file to the Pan-London Register (PLR) giving offer details for their school on 1 February 2013. The PLR will transmit the highest potential offer specified by the maintaining LA to the Home LA.

28. Haringey will eliminate all but the highest ranked offer where an applicant has more than one potential offer. This will involve exchanges of preference outcomes between the LAS (Local Admissions System) and the PLR which will continue until notification that a steady state has been achieved, or until 11 February 2013 if this is sooner.
29. Haringey will not make an additional offer between the end of the iterative process and 1 March 2013 which may impact on an offer being made by another participating LA.
30. Notwithstanding paragraph 29 if an error is identified within the allocation of places at one of our schools, Haringey LA will attempt to manually resolve the allocation to correct the error. Where this impacts on another LA (either as a home or maintaining LA) Haringey LA will liaise with that LA to attempt to resolve the incorrect offer and any multiple offers which might occur. However, if another LA is unable to resolve a multiple offer, or if the impact is too far reaching, Haringey will accept that the applicant(s) affected might receive a multiple offer.
31. Haringey will participate in the offer data checking exercise scheduled between 13 and 21 February 2013.
32. Haringey will send a file to the E-Admissions portal with outcomes for all resident applicants who have applied online no later than 25 February 2013.

### **OFFERS**

33. Haringey will ensure, so far as is reasonably practical, that each resident applicant who cannot be offered a preference expressed on the School Admissions Application Form receives the offer of an alternative school place. The applicant will be offered a place at the nearest community school (or own admitting authority school if the governors have agreed to this) to the home address with an available place.
34. Haringey will inform all resident applicants of their highest offer of a school place and, where relevant, the reasons why higher preferences were not offered, whether they were for schools in the Home LA or in other participating LAs.
35. Haringey will use the form of Notification Letter set out in this document.
36. Notification of the outcome will be sent by first class post to parents on 1 March 2013.
37. Details of the pupils to be offered will be made available to each Haringey primary school by 1 March 2013.
38. Parents who are not offered a place at their preferred schools will be offered the right of appeal.

### **POST OFFER**

39. Parents must accept or decline the offer of a place by 15 March 2013. If they do not respond by this date the local authority will make every reasonable effort to contact the parent to find out whether or not they wish to accept the place. If the parent fails to respond to the local authority the school place will be withdrawn.
40. Where a parent accepts or declines a place by 15 March 2013 this information will be passed to the maintaining LA by 23 March 2013. Where such information is received from applicants after 16 March, this LA will pass it to the maintaining LA as it is received.

41. Haringey will inform the home LA, where different, of an offer for a maintained school or Academy in Haringey which can be made to an applicant resident in the home LA's area, in order that the home LA can offer the place.
42. When acting as a maintaining LA, Haringey LA and the admission authorities within it will not inform an applicant resident in another LA that a place can be offered.
43. Haringey will offer a place at a maintained school or Academy in another LA to an applicant resident in its area, provided that the school is ranked higher on the School Admissions Application Form than any school already offered.
44. Where Haringey is informed by a maintaining LA of an offer which can be made to an applicant resident in Haringey which is ranked lower on the School Admissions Application Form than any school already offered, it will inform the maintaining LA that the offer will not be made.
45. Where Haringey, acting as a home LA, has agreed to a change of preference order for good reason, it must inform any maintaining LA affected by the change.
46. Haringey will inform the home LA, where different, of any change to an applicant's offer status as soon as it occurs.
47. Haringey will accept new applications (including additional preferences) from home LAs for maintained schools and Academies in its area.

### **WAITING LISTS**

48. Where a child does not receive an offer of their first preference, his/her name will automatically be placed on the waiting list for each Haringey school for which he/she is eligible, that is a higher preference school to the one that has been offered. Parents will be advised that if they want to go on the waiting list for an out-of-borough school, that they must put this in writing to the School Admissions Service in Haringey.
49. Parents will be given the opportunity to make applications to Haringey schools to which they did not originally apply.
50. Waiting lists will be kept by all maintained admission authorities in Haringey and coordinated centrally by this local authority as part of the coordination of all admission applications. Academies, voluntary-aided and foundation schools will apply their own admission arrangements. Haringey local authority will keep a mirrored waiting list and will offer places on behalf of the governing body. Waiting lists for community schools will be administered centrally by the local authority.
51. Waiting lists for entry to Year 7 in September 2013 will be compiled on 16 March 2013 (after the deadline for acceptance of places) and will be kept in strict criteria order with no differentiation between on-time or late applications.
52. Waiting lists will be maintained and places allocated, as they become available, in accordance with each admission authority's published admission and oversubscription criteria.
53. Children will remain on the waiting list until the end of the Autumn Term of the academic year of entry, unless parents contact the School Admissions Team to extend this further.

**Timetable for the Determination of Applications to Secondary School:**

<b>20 October 2012</b>	Recommended closing date for receipt of the School Admission Application Form
<b>31 October 2012</b>	Statutory deadline for return of application to the Home LA
<b>12 November 2012</b>	Deadline for the transfer of application information by the Home LA to the PLR and supplementary information to Haringey VA schools/maintaining local authorities
<b>5 December 2012 – 14 January 2013</b>	Voluntary-aided schools and Academies will order their applications according to their admissions criteria
<b>17 December 2012</b>	Deadline for the upload of applications that are late but are considered to be on-time, to the PLR
<b>17 December 2012 - 4 January 2013</b>	Pan-London data checking exercise of pupil applications exchanged via the PLR
<b>14 January 2013</b>	Voluntary-aided schools and Academies to provide Haringey LA with an electronic list of their applicants in rank order
<b>1 February 2013</b>	Deadline for the transfer of highest potential offer information from the Maintaining LAs to the PLR
<b>11 February 2013</b>	Final ALT file to the PLR
<b>13 – 21 February 2013</b>	Pan-London data checking exercise of pupil offer data
<b>01 March 2013</b>	Notifications sent first class to parents by Home LA
<b>16 March 2013</b>	Date by which parents accept or decline offers
<b>23 March 2013</b>	Date by which LA will pass information to schools within Haringey (or for out-of-borough schools, to the maintaining LA) on parents who have accepted or declined a place.

**NOTIFICATION LETTER**

1 March 2013

Ref: «pupil\_id»

To the Parent/Carer of  
 «pupil\_firstname» «pupil\_surname»  
 «gu\_unit\_no» «gu\_unit\_name»  
 «gu\_house\_no» «gu\_street»  
 «gu\_main\_road»  
 «gu\_district»  
 «gu\_town»  
 «gu\_county»  
 «gu\_postcode»

School Admissions Service  
 48 Station Road, Haringey, N22 7TY  
 Tel: 020 8489 1000  
 Email:  
 secondaryadmissions@Haringey.gov.uk  
 This matter is being dealt  
 with by: xx

Dear Parent/Carer,

**SECONDARY TRANSFER 2013**

I am writing to let you know the outcome of your application for a secondary school place. Your child «pupil\_firstname» has been offered a place at «alloc\_pref».

**Accepting the offer of the school place**

It is important that you confirm as soon as possible that you wish to accept the offer of a place at «alloc\_pref». Please complete the reply slip below and return by **16 March**. Failure to do so may result in this offer being withdrawn.

Once your acceptance is received, the school will be informed and will contact you to provide further information about the arrangements for admission.

Please note that applications for any schools that you listed lower on your application form, were automatically withdrawn under the co-ordinated admission arrangements.

**If you were not offered your first preference school**

I am sorry that it was not possible to offer a place at any of the schools which you have listed higher on your application form. For each of these schools there were more applications than places available, and other applicants had a higher priority than your child under the school's published admission criteria.

If you would like further information about why your child was not offered one of your higher preference schools, then please contact the admission authority for that school. An admission authority will either be the school or the local authority where the school is located.

We are the admission authority for community schools in Haringey. For all other schools and academies in Haringey, please contact them directly.

The contact details for other admissions authorities can be found in our 'Moving On' booklet or at [www.Haringey.gov.uk/schooladmissions](http://www.Haringey.gov.uk/schooladmissions)

**Appeals**

You have the right of appeal under the School Standards & Framework Act 1998 against the refusal of a place at any of the schools which you listed on your application form.

If you wish to appeal:

- for community schools in Haringey please contact the School Admissions Service at the above address or visit [www.Haringey.gov.uk/schooladmissions](http://www.Haringey.gov.uk/schooladmissions) and return your completed appeal form to the address at the top of this letter
- for all other schools and academies in Haringey please contact the school direct
- for schools outside Haringey, please contact the local authority where the school is located.

The outcome of your appeal will not be influenced by the acceptance of a place at an alternative school.

**Waiting lists**

I can confirm that your child's name has been placed on the waiting list for any Haringey school that you have listed higher on your form. If you would like «pupil\_firstname» to be placed on a waiting list for any other school, then please contact the Haringey School Admissions Team. Your child will remain on the waiting list until the end of the Autumn Term 2013 for Haringey Community Schools unless you contact the School Admissions Team to extend this further.

If you have any further queries please do not hesitate to contact a member of the School Admissions Service on xx

**Yours sincerely,**

Jennifer Duxbury  
Head of Admissions and School Organisation

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**Reply Slip**

**Ref: «pupil\_id»**

To: School Admissions Service,  
Haringey, N22 7TY

**I wish to accept**

**I do not wish to accept \***

**a place for «pupil\_firstname» «pupil\_surname» at «alloc\_pref» (Please tick).**

(\*If you do not wish to accept a place at the above school, please indicate below the arrangements you intend to make for your child.)

**Signature of Parent/Carer**

**Date**

**Daytime Telephone Number**

**Please return this form by xx**

For information on how the waiting lists for Haringey Schools operate, please refer to the 'Moving On' booklet.

The admission numbers for Haringey community secondary schools for the 2013/14 school year will be as follows:

Alexandra Park 216 places

Gladesmore Community School 243 places

Heartlands High School 216\* places

Highgate Wood School 243 places

Hornsey School 216 places

Northumberland Park Community School 210 places

Park View Academy 216 places

Woodside High School 162 places

\* This is a proposed increase from 2012

## Proposed Arrangements for In-Year Admissions: Pan London Co-ordinated Scheme 2013

### Applications

1. Applications for children resident in Haringey will be made on Haringey's In Year School Admissions Application Form.
2. The In Year School Admissions Application Form will be available from all maintained schools in Haringey and from the School Admissions Service. The form must be returned to the School Admissions Service.
3. Applications for children living elsewhere in England will be referred to their Home Local Authority (LA) to be considered under their Home LA's scheme, unless evidence of an imminent move is provided, and this is agreed by both Haringey and the child's current LA.
4. Parents can write to the School Admissions Service to express an interest in applying for an In Year school place.
5. The admission authorities within Haringey will not use supplementary forms except where the information available through the School Admissions Application Form is insufficient for consideration of the application against the published oversubscription criteria.
6. Where supplementary forms are used, they will be available from the school concerned, on Haringey's website and from the In Year Schools Admission Service. Any supplementary forms must advise parents that they must also complete their Home LA's School Admissions Application Form. Haringey's admission booklets and website will indicate which schools require supplementary forms to be completed and where they can be obtained.
7. Where an admission authority in Haringey receives a supplementary form, it will not consider it to be a valid application until the parent has listed the school on their Home LA's School Admissions Application Form.
8. Where only the School Admissions Application Form is received, schools MUST rank the application according to the information available to them.
9. Haringey residents will be able to express a preference for a maximum of six maintained primary/secondary schools or Academies within Haringey and/or outside the borough (and any City Technology College that has agreed to participate in their LA's Scheme). Haringey LA will accept any preference received from a Home LA for a maintained school or Academy in the borough.
10. The order of preference given on the In Year School Admissions Application Form will not be shared with any school in accordance with paragraph 1.76 of the School Admissions Code. Where a parent of a child resident in Haringey expresses a preference for schools in the area of another LA, the order of preference for that LA's schools will be shared with that LA in order that it can determine the highest ranked preference in cases where a child is eligible for a place at more than one school in that LA's area.
11. Haringey LA will undertake to carry out address verification for each application made by a resident within this LA. Where Haringey is not satisfied as to the validity of an address of an applicant whose preference has been sent to a maintaining LA, it will advise the maintaining LA as soon as it becomes apparent.

12. Haringey LA will check the status of any applicant who is a 'Looked After' child and provide evidence to the maintaining LA in respect of a preference for a school not in this LA's area as soon as it is received.

13. Haringey LA will advise a maintaining LA of the reason for any preference expressed for a school not in Haringey, in respect of a resident child, and will forward any supporting documentation to the maintaining LA as soon as it is received.

## **PROCESSING**

14. Applicants with children resident in Haringey must complete and return the In Year School Admissions Application Form to Haringey LA.

15. An application for a child resident outside Haringey will not be considered until an In-Year School Admissions Application Form has been fully completed and returned to the Home LA.

16. Where an application is not fully completed, Haringey will not treat the application as valid until all information is received.

17. Haringey LA will aim to share fully completed application data with other LAs, where it relates to preferences for schools in that LA, within 5 working days of the application being fully completed. Haringey LA will aim to share supplementary information received with the School Admissions Application Form with maintaining LAs by the same date.

18. Where the LA has access to the Pan London Support Site, application data will be exchanged through the document exchange. Alternative secure arrangements will be made to forward data and supporting information to LAs that do not have access to this site.

19. Acting as a Home LA, Haringey will pass any information so obtained to a maintaining LA with whom it has shared application data, as soon as this is received.

## **OFFERS**

20. Haringey will aim to share the outcome of an application for one of its schools with the Home LA within 10 school days of receiving the data. (Where it is clear to Haringey that no vacancy exists for the child, Haringey LA will inform the Home LA as soon as possible after receipt of the application data). If it has not been possible to make a decision within 10 school days, Haringey will undertake to send details of the outcome of an application for one of its schools to the Home LA as soon as a decision is made, or-within 20 school days of receiving the application data.

21. Where it has not been possible to share the outcome of an application for any school within 10 working days of receiving the data, Haringey understands that the Home LA may send an outcome letter advising the parent that a decision has not yet been made in respect of an Haringey school.

22. Acting as Home LA, Haringey will eliminate all but the highest ranked offer where an applicant has more than one potential offer across maintaining LAs. Haringey will submit information within 10 working days, and where it has been informed by a maintaining LA that a place is available, will advise that LA whether or not the place is required.

23. Acting as Home LA, Haringey will endeavour to ensure that each applicant's date of birth is correct.

24. Acting as Home LA, Haringey will inform each applicant within its area of their highest offer of a school place and, where relevant, the reasons why higher preferences were not offered, including, if outcomes are not yet known, whether they were for schools in the Home LA or in other LAs.

25. Haringey will use the Notification Letters set out in **Appendix 3: Schedule B**.

26. Where Haringey LA has not received an outcome for a school within another maintaining LA which is a higher preference than the school offered, Haringey, as Home LA, will case manage that application until an outcome can be sent in respect of each higher preference school named on Haringey's School Admission Application Form.

27. Where a parent moves from one Home LA to another after submitting an application, the previous Home LA will pass responsibility to the new Home LA which, once it is satisfied that the applicant has moved into its area, will accept responsibility for that applicant.

### **POST OFFER**

28. Haringey LA will request that resident parent/s accept or decline the offer of a place within two weeks.

29. Where a parent does not respond within this timeframe and the application is for an out of borough school, Haringey, will make every reasonable effort to contact the parent to find out whether or not they wish to accept the place, and if it is for an out-borough school, will liaise with the maintaining LA, who will in turn liaise with the school. Where the parent fails to respond the offer of a place will be withdrawn on behalf of the admission authority.

30. Where a parent resident in Haringey accepts or declines a place in a school maintained by another LA, Haringey LA will forward the information to the maintaining LA as soon as it is received.

31. Haringey LA will aim to inform the Home LA whether a child offered a place at a school in its area has been placed on roll at the school within 5 working days of the child being placed on roll.

32. Haringey LA will notify the Home LA of any appeals that are upheld for Haringey schools.

### **WAITING LISTS**

33. Acting as maintaining LA, applicants will only be placed on the waiting lists for schools in Haringey at the request of the Home LA.

34. Where a place is available to be offered from the waiting list to a child resident in another LA, Haringey will advise the Home LA so that they can formally offer the place.

35. Where Haringey LA is informed that another LA is able to offer a place from the waiting list to one of its residents, it will send the outcome letter to the applicant.

36. Children will remain on the waiting list until the end of the academic year in which the application was made, unless parents contact the School Admissions Service to extend this further.

### **HARINGEY SCHOOLS**

37. The School Admissions Team will require a list of every child on roll in every year group in the school. This information will be accessed via G2 if schools grant permission to the School Admissions Team to view it.

38. For schools who do not grant permission to the School Admissions Service, a weekly roll update will be required.

39. When a child leaves a Haringey school, the name of the child and the child's future educational provision should be notified to the School Admissions Service and the relevant safeguarding procedures followed as outlined in Education Welfare Service guidance



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## **PROPOSED IN-YEAR FAIR ACCESS SCHEME FOR HARINGEY SCHOOLS**

### **INTRODUCTION**

1. The Schools Admissions Code requires local authorities to have a scheme in place for fair access, which all local schools and Academies must participate in. This In-Year Fair Access Scheme complies with this requirement and has been revised and agreed by the Head teacher and local authority partnership following review of the implementation of the procedures.
2. Its aims are to:
  - acknowledge the real needs of vulnerable young people who are not on the roll of a school to be dealt with quickly and sympathetically;
  - fairly share the burden of admitting vulnerable students across all schools and Academies, taking account of their resources to support each student;
  - arrange such admissions openly through a process which has the confidence of all.
  - ensure the admissions made through the In Year Fair Access Panel (IYFAP) even if the admissions are above the school's Published Admission Number (PAN).

### **STUDENTS WITHIN THE SCOPE OF THIS SCHEME**

3. The admission to school of the following students falls within the scope of this scheme:
  - Children in Public Care who require a particular school where there are no vacancies;
  - Children who are carers;
  - Children for whom the authority accepts have a significant social or medical need for a particular school where there are no vacancies including homeless children and young people; asylum seekers and refugees not in accommodation centres; those with unsupportive family backgrounds where a place has not been sought; Traveller/Gypsy/Roma children;
  - those permanently excluded or where there is evidence that they were at risk of exclusion prior to leaving their last school;
  - children removed from school and unable to find a place after a number of fixed term exclusions;

- Children whose parents have moved into the area and are unable to find a school place;
  - pupils ready for reintegration from the Pupil Support Centre;
  - those known to the police or other agencies such as the Youth Offending;
  - those returning from secure units;
  - those without a school place and a history of serious attendance problems – defined as 80% or less attendance in the last 12 months in any authority or where Haringey is pursuing a School Attendance Order ;
  - those who have been out of education for more than 6 weeks (half a term);
  - children of UK service personnel and Crown Servants;
  - Children with special educational needs, not covered by a Statement and with particular requirements that merit consideration by the Fair Access Panel
  - Children requiring an educational place when all schools have reached their admission limit (PAN).
4. The Fair Access Panel will also monitor managed moves as detailed in the Managed Moves Protocol (Haringey, 2007). Schools should inform the School Admissions Service of any pupil who is subject to a managed move.
  5. There are special admissions arrangements for children with statements of special educational needs (SEN) and children in care (CIC), and this protocol does not override those arrangements. However, it has been agreed that pupils who are or could be placed through those arrangements will be noted by the IYFAP see later section.

#### **COMPOSITION OF THE PANEL**

6. A panel, consisting of three Head teachers (or their designated representative), will meet once a month (or as necessary) to ensure prompt and fair allocation of young people to schools. There will also be a member of the Local Authority. The quorum will be three, with at least two Head teachers and one local authority representative.
7. The Head of Admissions and School Organisation will Chair the panel.
8. Head teachers' representation on the panel will be agreed annually at the secondary Head teachers' meeting.
9. Where a young person is known to a particular service or agency, an officer with knowledge of that young person will be invited to the panel, or a short written statement may be submitted.

## THE DECISION-MAKING PROCESS

10. Cases will be brought to the panel by the Haringey Admissions Service which will be the point of referral for other CYPS teams and other agencies. The cases must be submitted under one of the categories given in paragraph 3 above and the child must be without a school place.
11. The Panel will be administered by the Haringey Admissions Service and will provide data on previous panels including applicants admitted by school, year group and number of points awarded. Data for the current and previous school year will be made available and will be reported as a four-term rolling figure. (Figures to be based on actual figures where IYFAP pupils have been admitted.)
12. The Panel will also have available to it the number of students with statements of special educational need allocated over number through the SEN procedures and the number of vacancies by year group. Pupils who have been admitted through the SEN procedures will not be counted in the number of pupils admitted through IYFAP procedures BUT points will be allocated for each pupil admitted through the SEN procedures with 1 point allocated for 'low incidence' SEN and 2 points for 'high incidence' SEN.

### NOTE:

Points will only be allocated for pupils with statement of SEN where the admission has been part of the SEN Panel decision and therefore points will not be allocated to pupils with SEN admitted through the normal admissions arrangements.

13. The placement panel for CIC will continue to determine the most appropriate placement for each young person and their case will be presented by the CIC Manager to the IYFAP for confirmation and points allocation. Other than in exceptional circumstances, all CIC placements made this way will attract 3 points. In order to ensure that CIC are admitted to school quickly, it will not be possible for these cases to be brought back to the panel for reconsideration.
14. When making the decision as to appropriate placement for the child, the panel will take into account:
  - preferences made
  - the parents' views (including religious affiliation);
  - the individual context of a school in relation to recently excluded students and measures taken to prevent exclusion of pupils already at a school;
  - the number of students admitted through IYFAP.
  - the number of 'points' accumulated by schools that have already admitted students under the protocol (please see explanation below);
  - the needs of the student, where this is known;

- any capacity/capability reasons why the school may not be able to respond to the needs of the student.

## NOTE

Over an academic year this should not exceed four additional pupils per year group and should not exceed a maximum of 15 pupils **in total** across all year groups.

Where a school has inadvertently admitted pupils above its admission number, these additional pupils will not count and cannot be off-set against IYFAP referrals.

15. The distance from home to school will also be considered. However the aim of the protocol is to ensure that the admission of vulnerable students is distributed fairly across all schools so the reasonableness of journeys to school will also be considered.
16. The panels will award points for each pupil admitted under the protocol. Points can range from 1 to 3, with 3 allocated to those pupils who, in the view of the panel, represent the greatest challenge to the schools to which they are allocated.

## NOTE

The panel will also award points to a school where they have been named because a School Attendance Order has been instigated by Haringey. This will be 1 point in the first instance, pending the outcome of the legal process, but indicative points will be determined should the process be successful and the young person start at the school.

17. The points allocation to The John Loughborough School will be multiplied by four to bring it into line with other schools.

## IMPLEMENTATION OF THE DECISIONS

18. Decisions regarding placement of students under the Fair Access protocol will be made by the panel, and will be final.

*Admission must take place within **15** school days of the school receiving notification of the decision.*

19. In exceptional circumstances, the allocated school may request that the panel reconsider their decision at the next meeting. This will only be possible where the school has prior knowledge of the specific young person which was not known to the panel at the time of decision, which makes the placement inappropriate. This request must be made in writing to the Chair in writing within **5** school days of the school receiving notification of the decision. The formal offer letter will be sent on the 6<sup>th</sup> day.
20. The Department for Education recognises that admission of a young person through the Fair Access Panel could potentially take the school above the planned admission number for that year group.

21. It is recognised that there is usually little available information about the young people who are being admitted in-year to school. However, to ensure fair access, to avoid accusations of 'selection' and to avoid undue delay in a pupil starting school, there needs to be a balance of the degree of information required. The Admissions service will try to acquire as much educational information as practicable to accompany in-year admissions.
22. Where a young person has been allocated a school place and the school awarded points based on the best information available at the time, and this subsequently proves to be inappropriate/inaccurate, the school may bring the case back to the panel for a change in points allocation or, in very rare and extreme circumstances, reallocation.

## **RELATIONSHIP WITH APPEALS**

23. Where young people are admitted to a school above the planned admission number in any year group under the protocol, this should not prejudice the provision of efficient education or the efficient use of resources of the school.
24. Appeal panels will be made aware of the conditions of the scheme, and that the admission of an additional student under this scheme is different from a school voluntarily exceeding its admission limit. Panels will also be made aware that any decision made to allow appeals will place further pressure on the school's resources.
25. A school placement made through IYFAP shall not remove a parent/carer's right to appeal for a school place elsewhere.

## **MONITORING THE OPERATION OF THE PROTOCOL**

26. The anonymised details of all decisions will be made available to the Admissions Forum as a standing agenda item to demonstrate that the Protocol is being applied appropriately.
27. The Admissions Service will undertake scheduled checks and monitor admission dates and pupil days.
28. The school Attendance Officers will monitor attendance or otherwise of IYFAP pupils from the 16<sup>th</sup> day of notification. Pupils who fail to attend will be reported to the Admissions Service after 20 pupil days and details of action already undertaken to secure attendance at the nominated school will be provided (to enable the authority to initiate the next stage of action).

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## Proposed Admission Criteria

### ALEXANDRA PARK SCHOOL

- Minimum number of students to be admitted from outside the school = **40**

#### **AS/A levels**

Students must have at least five Grades A\* – C at GCSE. Some subjects have specific entry requirements and for many AS/A level subjects a B grade in that subject at GCSE is usually necessary.

#### **Intermediate courses**

Students without five Grades A\* – C at GCSE can apply for the Intermediate courses which are the OCR National in Science or Business and for BTEC Music.

#### **Joining the sixth form for Year 13**

Students wishing to join the Sixth Form after having completed their AS levels at another institution may be able to complete A2s in Year 13. To do so they must have secured satisfactory passes in their AS levels, and their course choice must be compatible with the school timetable.

#### **Admission priorities**

Where the number of eligible external applicants for a course of study exceeds the places available then admission will be determined in accordance with the following priority of admission criteria:

Pupils who have statements of Special Educational Needs specifically naming the School.

1. Students in the care of a local authority under the provision of the Children Act 1989
2. Students who will have a sibling attending the school at the point of admission. This category includes foster brothers and sisters, half brothers and half-sisters or stepbrothers and stepsisters. They must also be living at the same address as the applicant.
3. Students living closest to the school.

Distance will be measured in a straight line from the post office address point of the student's home to the main entrance of the school.

## **Hornsey School for Girls**

- Minimum number of students to be admitted from outside the school = **10**

All students will be invited to an informal discussion about their subject choice. The general entry requirements are as follows:-

### **A/S and A2 Level**

A minimum of 5 GCSE passes at A\* - C including English and Maths.

### **Admission priorities**

Where the number of eligible external applicants for a course of study exceeds the places available then admission will be determined in accordance with the following priority of admission criteria:

Pupils who have statements of Special Educational Needs specifically naming the School.

1. Students in the care of a local authority under the provision of the Children Act 1989
2. Students who will have a sibling attending the school at the point of admission. This category includes foster brothers and sisters, half brothers and half-sisters or stepbrothers and stepsisters. They must also be living at the same address as the applicant.
3. Students living closest to the school.

Distance will be measured in a straight line from the post office address point of the student's home to the main entrance of the school.

### **Progression to Year 13 A level Subjects.**

Students enrolled on a two year course must complete Year 12 successfully in each subject in order to progress with that subject. Completing successfully means achieving at least Grade D in AS at the end of Year 12. In addition, students are expected to achieve within one grades of their Alps target. Students who do not do this will need to have a formal meeting with their Director of Learner and subject teachers to decide whether they can continue with a subject. The Director's decision will be final. Students who do not meet the criteria in a subject will not be able to continue with that subject. If a student is then unable to continue with at least three subjects, he/she may be asked to leave the College.

## Highgate Wood School

- Minimum number of students to be admitted from outside the school = **10**

All students will be invited to an informal discussion about their subject choice. The general entry requirements are as follows:-

### **AS and A2 Level**

At least five GCSE passes at A\* - C, with specific requirements for particular subjects based upon the national statistical guidance for successful outcomes. We consider ourselves to be an open access Sixth Form and so the criteria are matched to what is required to ensure positive outcomes. Full details for different subjects are available on the website: <http://highgate.digitalbrain.com/highgate/web/post16/main/>

### **Level 3 BTEC/OCR National**

At least five GCSE passes at A\* - D with at least three of these at C or better including in the relevant subject(s). These courses are equivalent to 2 A levels and are in Business Studies and New Media Arts. Students are expected to take one AS level alongside.

### **GCSE Maths & English**

Applicants require a high D to be admitted to these courses. It is not expected that a student will need to follow both courses.

### **Extended Project**

Applicants will need to have an average of GCSE A grade across their GCSE results to be admitted to pursue an extended project and this will be alongside a programme of 4 AS levels.

### **Admission priorities**

Where the number of eligible external applicants for a course of study exceeds the places available then admission will be determined in accordance with the following priority of admission criteria:

Pupils who have statements of Special Educational Needs specifically naming the School.

1. Students in the care of a local authority under the provision of the Children Act 1989
2. Students who will have a sibling attending the school at the point of admission. This category includes foster brothers and sisters, half brothers and half-sisters or stepbrothers and stepsisters. They must also be living at the same address as the applicant.
3. Students living closest to the school.

Distance will be measured in a straight line from the post office address point of the student's home to the main entrance of the school.

## **THE HARINGEY SIXTH FORM CENTRE**

Different types of courses have different entry requirements. The Centre will provide courses at entry to Level 3 and will be fully inclusive. The total number of students to be admitted in September 2013 = **550**

### **To study AS/A levels**

Students must have **a minimum of 5** GCSEs at grades A\*-C. The number of AS levels that are studied will be determined by the number of GCSE passes at grade C or above and the grades achieved. Some subjects have particular entry requirements such as a grade B in the subject to be studied.

### **Level 3 Vocational programme**

BTEC Level 3 students will need to have 4 or more GCSEs at Grade A\*- C or an equivalent Level 2 qualification such as a BTEC First **at merit or distinction**. GCSE English at grade D or above is also normally required

### **Level 2 programme**

BTEC Level 2 students will usually need to have GCSE passes at Grade D or above. However, experience, ability and interest in the chosen vocational area will also be taken into account.

### **Level1 programme**

BTEC Introductory Diploma, students will need to have GCSEs at Grade E-G or they must have an equivalent qualification.

### **Entry or pre –entry level programme**

Students do not need any formal qualifications but do need a personal commitment to further study in the area.

### **Priority rules**

The closing date for applications will be the last day of the spring term. The Sixth Form Centre will normally be able to offer places to all applicants provided they meet the minimum entry requirements. In the event that there are more places than students priority will be given in the following order.

Pupils who have statements of Special Educational Needs specifically naming the institution

1. To students in the care of a local authority under the provision of the Children Act 1989.
2. To students on roll in Year 11 at one of the following schools:
  - Gladesmore Community School
  - Heartlands High School
  - The John Loughborough School
  - Northumberland Park Community School
  - Park View Academy
  - Woodside High School
3. To students who will have a sibling attending the Sixth Form Centre at the point of admission, provided they meet all the other entry requirements for admission to the course(s) applied for. This category includes foster brothers and sisters, half brothers and half-sisters or stepbrothers and stepsisters. They must also be living at the same address as the applicant.
4. To students on roll in Year 11 at other Haringey secondary schools.

All applications received after the last day of the spring term will then be considered purely on a 'first-come-first-served' basis unless they are a Looked After child where entry will be guaranteed.


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Haringey Council

Report for:	Cabinet - 8 <sup>th</sup> November 2011	Item number	
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Title:	Disposal of Council Properties - Council Offices Compton Crescent N17
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Report authorised by :	Director of Place and Sustainability Signed: 
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Lead Officer:	Yinka Jawando, Corporate Property Services Tel: 020 8489 2179 e-mail <a href="mailto:Yinka.jawando@haringey.gov.uk">Yinka.jawando@haringey.gov.uk</a>
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Ward(s) affected: White Hart Lane	Report for: Key Decision
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1. Describe the issue under consideration
  - 1.1 To approve the disposal of the former Council offices in Compton Crescent N17 which are expected to become surplus to the Council's requirements. The service currently occupying this building is planning re-location and as no future operational or strategic role for the premises has been identified for Council purposes, they will become surplus to requirements.
  - 1.2 This disposal would contribute to the capital receipts required to sustain the capital programme whilst reducing the Council's property running costs.
2. Cabinet Member Introduction
  - 2.1 The disposal of surplus properties will contribute to the achievement of savings targets on premises costs and also generate significant capital receipts to support the capital programme.

**3. Recommendations**

- 3.1 To authorise the Head of Corporate Property to dispose of the Council's freehold interest in the Council Offices at Compton Crescent N17 for the best consideration reasonably obtainable on the open market.

**4. Other options considered**

- 4.1 The suitability of Compton Crescent as a community hub has also been considered but no specific need has been identified for a hub in this area and there would be no compensating disposal to cover or off-set the investment required to establish such a hub.
- 4.2 The proposed disposal has been considered in the context of the wider property review which is currently being undertaken within the Council. This review is bringing together a range of property related issues and activity (e.g. the impacts of service delivery changes, portfolio reviews, estate funding options and partnering with external agencies and social enterprises). In order to continue to support the Council's capital programme and minimise property running costs, it is nevertheless important to take advantage of disposal opportunities (such as that now reported) that are not entirely bound up with the review outcomes and for which no alternative use by Council services has been identified.

**5. Background information**

- 5.1 The Council's Corporate Asset Policy is "to only hold assets that are required for immediate service delivery or contribute to the achievement of corporate objectives and priorities in the longer term." By implementing this policy, the Council is able to both rationalise its property holdings and through disposal of surplus, inefficient or uneconomic buildings, generate capital receipts to support the capital programme and in some cases facilitate regeneration schemes.
- 5.2 Following changes in service delivery and locations, the Council offices at Compton Crescent N17 are expected to become surplus to requirements.
- 5.3 The Council owns the freehold of this building which has been used as a base for the Children's Service Leaving Care team for some years and is currently managed as part of the administrative/ office portfolio.
- 5.4 Though not originally earmarked for disposal, the building was subject to review under the Accommodation Strategy and will become surplus to requirements when the Leaving Care team re-locates to other premises as currently planned.
- 5.5 The building is not in any specially designated area for planning or regeneration purposes and it is not envisaged that it will have any further operational or strategic purpose for the Council.

- 5.6 Consequently, as part of the office portfolio, its disposal would be consistent with Accommodation Strategy objectives.
- 5.7 The building is likely to be attractive for non-residential uses (e.g. education or training, day centres, places of worship). However acquisition for residential development is a possibility.
- 5.8 It is proposed that the building be disposed of for the best consideration reasonably obtainable on the open market.
- 5.9 The capital receipt from this disposal would make a significant contribution to capital receipts targets in the current and/or next financial years, which are important in sustaining the capital programme.
6. **Comments of the Chief Financial Officer and Financial Implications**
  - 6.1 Revenue savings achieved from avoiding future running costs on this building are estimated at around £55k per annum and would contribute towards the significant savings targets agreed as part of the 2011-12 budget.
  - 6.2 Moreover, disposal of the building would release significant capital value which should be achievable in the current financial year with the receipt generated re-directed to other Council objectives in line with capital programme priorities.
  - 6.3 **Exempt.**
7. **Comments of the Head of Legal Services and Legal Implications**
  - 7.1 Local authorities are given the power to dispose of land in any manner they wish including the sale of their freehold in accordance with the Local Government Act 1972. The only constraint is that any disposal must be for the best consideration reasonably obtainable unless the Secretary of State consents to the disposal.
8. **Equalities and Community Cohesion Comments**
  - 8.1 Capital receipts from the disposal will support Council objectives benefiting the wider community in Haringey.
9. **Policy Implications**
  - 9.1 The proposal is in line with the Accommodation Strategy which seeks to rationalise the office portfolio and the Council's Corporate Asset Policy which is "to only hold assets that are required for immediate service delivery or contribute to the achievement of corporate objectives and priorities in the longer term." These objectives are particularly relevant to the Council priority of delivering high quality efficient services but the capital receipts from disposals also support wider Council priorities by generating funding for the capital programme.

10. Use of Appendices

Appendix 1 contains a location plan for the property (BVES A4 1018c).

11. Local Government (Access to Information) Act 1985

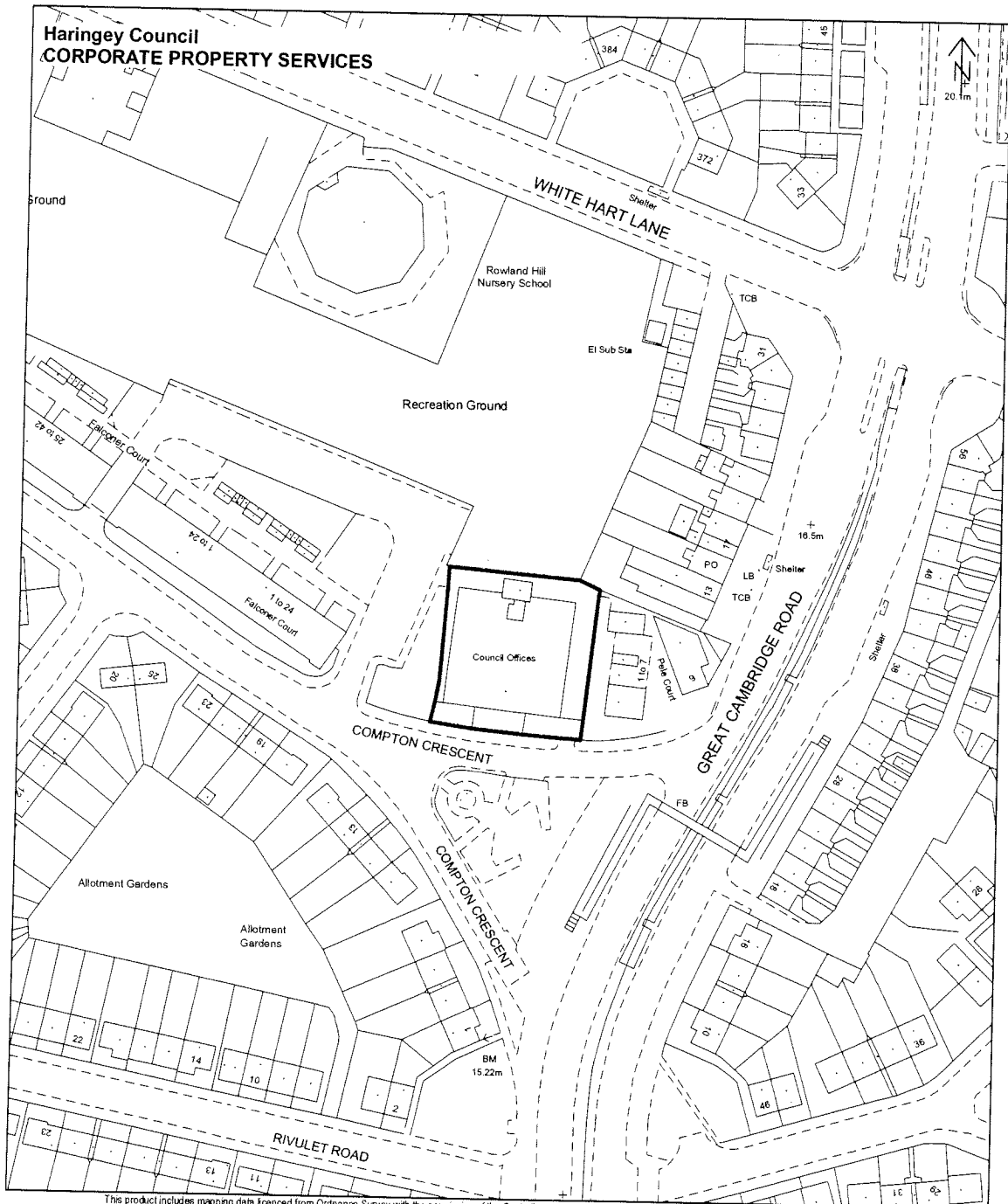
11.1 Background Documents

Asset Management Plan 2009-12 (Link: [Asset Management Plan: Haringey Council](#))

Other background documents are exempt.

11.2 The report contains exempt information. Exempt information is contained in Appendix A and is **not for publication**. The exempt information is under the following category (identified in amended schedule 12A of the Local Government Act 1972):-

S(3) Information relating to the financial or business affairs of any particular person including the authority holding the information.



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**Admin Building  
Compton Crescent (junction with Great  
Cambridge Road)  
Tottenham  
LONDON  
N17**

CPM no. 0034

Overlay : H & SS - Admin Buildings

Plan produced by Janice Dabinett on 06/09/2011

Deed document no. 16D

LR title no. : Freehold AGL202501 (part)

Site Area (in hectares) : 0.1267 ha

Scale 1:1250

Drawing No. BVES A4 1018c



**MINUTES OF THE CHILDREN'S SAFEGUARDING POLICY AND PRACTICE ADVISORY COMMITTEE**

**TUESDAY, 13 SEPTEMBER 2011**

**Councillors** Amin, Corrick, Davies, Hare, Rice and Stewart

**Also Present:** Marion Wheeler, Karen Baggaley, Sarah Peel

<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>	<b>ACTON BY</b>
<b>CSPAP C12</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies for absence were noted from Sylvia Chew.</p>	
<b>CSPAP C13</b>	<p><b>URGENT BUSINESS</b></p> <p>There were no items of urgent business put forward to the Committee.</p>	
<b>CSPAP C14</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were no declarations of interest put forward by Members of the Committee.</p>	
<b>CSPAP C15</b>	<p><b>MINUTES</b></p> <p>The minutes of the meeting held on the 28<sup>th</sup> July were agreed as a correct record of the meeting.</p>	
<b>CSPAP C16</b>	<p><b>MATTERS ARISING</b></p> <p>There were no matters arising.</p>	
<b>CSPAP C17</b>	<p><b>OVERVIEW AND UPDATE ON THE SAFEGUARDING PLAN</b></p> <p>The Committee considered the Safeguarding and Looked after Children Plan which picked up the issues arising from the January Ofsted inspection of the Safeguarding service. Ofsted had described the service as "adequate with good prospects for improvement". The enclosed plan being considered by Members had been updated in August with information on the progress of developments and responses to the inspection.</p> <p>Members were asked to particularly note the attention being given by the Safeguarding service to managing risk, domestic violence, quality assurance and workforce development.</p>	

**MINUTES OF THE CHILDREN'S SAFEGUARDING POLICY AND PRACTICE ADVISORY COMMITTEE**

**TUESDAY, 13 SEPTEMBER 2011**

In relation to action 1.7, Members queried the number of children with disabilities subject to child protection plans. There was concern that the action being undertaken did not match the recommendation. Members asked for comparisons between the numbers of disabled children subject to care plans in similar demographic boroughs. It was noted that in Hackney there were no children with a disability, subject to a protection plan. However, in the London Borough of Richmond, which had a dissimilar demographic to Haringey, there were higher numbers.

When considering action 1.2, the system for attendance at child protection review medicals reviewed and attendance monitored, the Committee noted there was an agreed protocol in place for paediatricians to check Framework 1 and communicate with the Social Worker to ensure that these appointments were kept to. There had previously been a significant number of children not attending appointments which had been dramatically reduced following the implementation of this protocol. These figures could be further shared with Members of the Committee to help understand the impact of this protocol if requested.

The Committee discussed the effectiveness of strategy meetings. There were best practice standards for attendance at strategy meetings which involved having a considered and planned response to these meetings. Currently Social Workers were ensuring that key agency and partner representation at these meetings. The Independent Member advised that it was also important to ensure that there was wide representation at the meeting involving, for the example, the immediate referrer and not contacting them after Strategy discussions. The service usually had 20 cases a week which required a strategy meeting and getting key people from the agencies together could sometimes cause delays. The service recognised that there was a need to look at how to get people together from the key agencies in contact with the child expediently and ensure that they were able to provide constructive contributions. This did not necessarily always mean that a meeting was the best vehicle to enable this. There were other ways of collating key information which could be through phone conferences and individual calls to collate a wide intelligence about the situation of the child. To further enable this could mean redefining strategy meetings as strategy discussions.

In relation to action 3, on establishing mechanisms to ensure that midwives, adult services and voluntary agencies were engaged with the CAF, there was interest by the Committee in looking at the areas not on track for this action. It would be useful to find out how many CAF's were being completed by Health agencies and if there was a potential training need. It would further be useful to find out the type of representatives from agencies and public bodies participating in CAF training to understand if there was a link to the current progress of this action.

MW

The Safeguarding Champion scheme was explained to the Committee. This involved high level managers in the Council gaining more understanding of how frontline Children's services worked through the

**MINUTES OF THE CHILDREN'S SAFEGUARDING POLICY AND PRACTICE ADVISORY COMMITTEE**

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	<p>offer of various participation exercises. The attention given by managers to this scheme had been good but there was a need to review how the scheme had worked with consideration to how engagement by senior managers could be sustained. Officers were currently considering whether the scheme should continue.</p> <p>The intentions behind child champion scheme were described to the Committee. This scheme was aimed at getting an understanding of the child's sense of family life and this could be achieved through speaking to the child with their youth worker, mentor or teacher. Social Workers felt that they should have the skills to gain this information first hand from the child and asked to be assisted in this through a toolkit. Group Practitioners were now looking at how they could compile this. Proposals were due at the Best Practice Committee, a sub body of the LSCB, and this information could also be shared with this Committee if wanted.</p> <p>Members noted that, following questions at the last meeting on the current practices being followed in the supervision policy, there was an update to be sent by Rachel Oakley, Head of Safeguarding, Quality Assurance &amp; Practice Development, to Members of the Committee. Members were assured that there was constant attention being given to supervision and support. Members asked about alternative ways of analysing the quality of supervision, other than completing standard audits. The Committee were advised that this could be done through checking case recordings to understand the quality of the discussion around the case between the Social Worker and their manager. The Safeguarding service was already encouraging Social Workers to add narratives to the case work files to enable this analysis.</p> <p>Regarding Action 36, developing and monitoring outcomes for children who have experienced Early Years services but are not subject to a child protection plan, it was not clear to the Committee how the action would be completed. The Committee suggested that it would be useful to find out if children, that were from defined vulnerable groups and accessing early years service, were seeing an improvement in their development. It would be useful to find out if there was a tracking system that could provide information on children's development.</p>	MW
<p><b>CSPAP C18</b></p>	<p><b>OVERVIEW OF THE SAFEGUARDING PLANNING AND MONITORING FRAMEWORK</b></p> <p>Sarah Peel, LSCB Business Manager, attended the Committee on behalf of the LSCB board to discuss the work and role of the Local Children's Safeguarding Board (LSCB). The annual report of the LSCB was due to be considered at their meeting in October and following ratification it would be published on their website. Sarah Peel agreed to circulate this to Members of the Children's Safeguarding Policy and Practice Committee for reading when published.</p> <p>Sarah Peel, LSCB Business Manager, continued to set out the role of</p>	SP

**MINUTES OF THE CHILDREN'S SAFEGUARDING POLICY AND PRACTICE ADVISORY COMMITTEE**

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	<p>the LSCB and explain that it provides policies, guidance and protocols which underpin partnership work on safeguarding. The LSCB are signed up to Pan London safeguarding arrangements. The LSCB ensure that these agreed safeguarding practices are understood through guidance which is issued. The Committee further learned what is crucial in LSCB partnership relationship is that each agency understand their safeguarding role in relation to others. An example of a protocol currently being worked was enabling Mental Health services to record on case files whether a user had any children. Then also enabling this information to be passed to Children's services. This action where necessary would help build a profile of a child's family life.</p> <p>The strategic role of the of the LSCB was monitoring, along with training and evaluation of monitoring of LSCB member roles. This would be further elucidated upon in the LCSB's annual report. The structure and sub groups of the LSCB were visually set out for Member consideration. Each of the sub groups role and purpose was explained to Committee Members. The Chair remarked on the number of different partner representatives on the LSCB Board which made the meetings quite large. The LSCB Business Manager explained that attending the meeting was a key part of a partner's accountability in relation to safeguarding. When considering the number of sub groups the LSCB had, that teachers had welcomed the establishment of the Health and Education forums as they allowed them to communicate more directly with health colleagues.</p> <p>Information was provided to Committee Members about when a Serious Case Review was completed, by whom and how the findings were then reviewed by Ofsted. The Munro report was advocating unpicking the organisational context for each individual agency or body connected to the case to understand the actions taken by their representatives. Haringey LSCB was part of a pilot project considering this and information on this could be provided to the members of the Committee. The Committee and attendees discussed their experiences of Serious Case Review and usually how their findings were similar. They discussed: whether there was a systemic method to incorporating the findings of a review into everyday practices, finding ways to assist Social Workers with managing and dealing with the bombardment of information that needs to be acted upon on a daily basis, further focussing on the certain stages of a child's development that will make them more vulnerable.</p> <p>The Committee thanked Sarah Peel, LSCB Business Manager for the helpful information provided which had assisted with the Committee's understanding around the safeguarding context in Haringey.</p>	
<p><b>CSPAP C19</b></p>	<p><b>DISCUSSION ON THE SAFEGUARDING CONTEXT IN HARINGEY</b></p> <p>Agenda compilation error – Please see information above which was part of this item.</p>	

**MINUTES OF THE CHILDREN'S SAFEGUARDING POLICY AND PRACTICE ADVISORY COMMITTEE**

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<p><b>CSPAP C20</b></p>	<p><b>EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>The press and public were excluded from the meeting for consideration the items below as they contained exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985): paras 1 &amp; 2: namely information relating to any individual, and information likely to reveal the identity of an individual.</p>	
<p><b>CSPAP C21</b></p>	<p><b>AUDIT OF REFERRALS TO THE SAFEGUARDING TEAM</b></p> <p>A programme of audits had been established by the Committee in order to monitor practice and performance in Children's Social Care, and identify areas of good practice and areas for improvement. An audit of new referrals between July the 12<sup>th</sup> and 19<sup>th</sup> 2011 had been examined by the Independent Member with involvement from Cllr Amin, a Member of the Children's Safeguarding Policy and Practice Committee.</p> <p>The Committee thanked the Independent Member and Cllr Amin for their work which provided a key insight into the current work in Safeguarding team.</p>	
<p><b>CSPAP C22</b></p>	<p><b>NEW ITEMS OF URGENT BUSINESS</b></p> <p>None</p>	
<p><b>CSPAP C 23</b></p>	<p><b>DISCUSSION ABOUT THE NEXT JOINT MEETING WITH THE CORPORATE PARENTING COMMITTEE</b></p> <p>The Committee noted that the Chair of the Corporate Parenting Committee had suggested that a report on children missing from home and from care could be considered. The Chair recommended that items 6 and 10 could be considered at the joint meeting . It was agreed that any further suggestions for items to be considered at this joint meeting could be put forward to the clerk.</p>	<p>All to note</p>
<p><b>CSPAP C24</b></p>	<p><b>ANY OTHER BUSINESS</b></p> <p>The Committee noted that the next meeting was to be held on the 03 November 2011, the Independent Member was due to carry out a domestic violence related audit that would focus around under two year olds living in households where domestic violence was a feature.</p>	<p>HC</p>

Cllr Reg Rice  
Chair

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**MINUTES OF THE CABINET PROCUREMENT COMMITTEE  
THURSDAY, 6 OCTOBER 2011**

Councillors Bevan, Kober and Goldberg (Chair)

Apologies Councillor Reith

MINUTE NO.	SUBJECT/DECISION	ACTION BY
<b>PROC15.</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies for absence were received from Cllr Reith.</p>	
<b>PROC16.</b>	<p><b>URGENT BUSINESS</b></p> <p>There were no items of urgent business.</p>	
<b>PROC17.</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were no declarations of interest.</p>	
<b>PROC18.</b>	<p><b>MINUTES</b></p> <p><b>RESOLVED</b></p> <p>That the minutes of the meeting held on 28 July 2011 be approved and signed.</p>	<b>HLDM S</b>
<b>PROC19.</b>	<p><b>REQUEST TO WAIVE THE REQUIREMENT TO FORMALLY TENDER FOR THE MULTI-SYSTEMIC THERAPY FOR LOOKED AFTER CHILDREN AND CHILDREN WHO ARE AT RISK OF COMING INTO CARE OR CUSTODY</b></p> <p>The Committee considered a report seeking approval for award of contract to the Brandon Centre to deliver a joint Multi-Systemic Therapy service for the Council and LB Waltham Forest. Both authorities had been awarded grant funding from the Department of Education to deliver this intensive, evidence based intervention service to vulnerable children and young people with a view to preventing them entering care or custody. The bid had been developed in partnership with the Brandon Centre, selected due to its expertise in delivering this specialist service and the positive service outcomes achieved delivering the service in other boroughs.</p> <p>Approval was being sought for award of a two year contract from April 2012 until March 2014, with an option to extend for a further two years subject to the availability of funding. An additional resource demand of £244,700 would need to be met collectively by both authorities to supplement the grant funding. It was anticipated that this would be apportioned in line with the relative number of referrals from each authority and would be met from cost savings to placement budgets.</p> <p>Further assurances were sought by the Committee that the proposed</p>	

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE  
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	<p>contract was in the best interests of the Council in consideration that a competitive tender process had not been followed and that a market testing process could not be undertaken to evaluate value for money. It was confirmed that a European tendering exercise had not been required for the procurement under Public Contracts Regulations 2006 owing to its classification as a Part B service. The Brandon Centre had been instrumental in the development of the bid on a partnership basis and should the Centre not be awarded the contract, there would be a significant risk of the grant funding being withdrawn. In addition, the Centre was considered to be a suitable partner due to its classification as a Centre of Excellence recognised by the Department of Health as well as being well placed locally and experienced in delivering this specialist service for other local authorities in the area. The Committee requested confirmation on the Council's recourse to withdraw funds should performance outcomes not be delivered by the Centre. Officers agreed to seek verification on the break clauses under the proposed contract and forward to the Chair.</p> <p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>• That approval be granted to the waiver of Contract Standing Orders (CSO) 9.01 (requirement to tender) as allowed under CSO 10.01(a) in accordance with waiver requirements noted under CSO 10.01.2(d) namely that it is in the Council's overall interest.</li> <li>• That approval be granted in principle to the award of contract to the Brandon Centre to deliver Multi-Systemic Therapy (MST) for a period of two years commencing from 1 April 2012 to 31 March 2014 with an option to extend for a further period of up to two years subject to availability of funding. This approval was subject to clarification being provided to the Chair regarding break clauses in the contract relating to the achievement of performance targets by the Centre as the delivery organisation.</li> </ul>	<p><b>Head Procurement</b></p> <p><b>Dir CYPS</b></p> <p><b>Dir CYPS</b></p> <p><b>Head Procurement</b></p>
<p><b>PROC20.</b></p>	<p><b>NEW ITEMS OF URGENT BUSINESS</b></p> <p>There were no new items of urgent business.</p>	

CLLR GOLDBERG

Chair

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE  
TUESDAY, 11 OCTOBER 2011**

Councillors Allison, Brabazon, Reece, Reith (Chair), Solomon and Watson

Apologies Councillor Stennett, Debbie Haith

Also Present: Marion Wheeler, Attracta Craig, Wendy Tomlinson, Chris Chalmers

<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>	<b>ACTON BY</b>
<b>CPAC 116</b>	<p><b>APOLOGIES FOR ABSENCE (IF ANY)</b></p> <p>Apologies for absence were received from Councillor Stennett and Debbie Haith.</p>	
<b>CPAC 117</b>	<p><b>URGENT BUSINESS</b></p> <p>There were no items of urgent business.</p>	
<b>CPAC 118</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were no declarations of interest put forward.</p>	
<b>CPAC 119</b>	<p><b>MINUTES</b></p> <p>On page 2 of the minutes, the section which set out the discussion on the regular performance report, it was explained to the Committee that a new format for the Performance report would be trialled and its continuance would be subject to Member comments.</p> <p>In relation to CPAC106, and the final paragraph which advised that a low number of LAC had been involved in the recent riots across London, it was clarified that this was an insufficient number to be considered a phenomenon.</p> <p>Following the above clarifications the minutes were agreed as an accurate record of the meeting.</p>	Clerk
<b>CPAC 120</b>	<p><b>MATTERS ARISING</b></p> <p>As part of the matters arising report, there was enclosed a response to Members concerns about the process and quality assurance arrangements in place for selecting third sector organisations to provide</p>	

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE  
TUESDAY, 11 OCTOBER 2011**

	<p>mentoring to care leavers. The Committee considered this information and there was a remark on the lack of information included on KIS, a sub group of CONEL. It was felt that officers should review the organisation's recent Ofsted report, and also check that the services provided by this group could cater for vulnerable groups of young people. Whilst there was an overview of the mentoring project and the organisations that would be involved in providing the mentoring services to care leavers, the Committee wanted to view background information on how the organisations were chosen. They wanted to understand the step by step process followed for checking and assessing organisations offering to deliver services to young care leavers. This was to enable a fuller understanding on why these organisations were deemed appropriate for delivering this mentoring service to young care leavers. The Head of Children in Care agreed that she would speak with the Head of the Youth services, who would have completed the quality checks on the organisations, and provide a fuller report back to the Committee at their next meeting in December.</p>	CC
<p><b>CPAC 121</b></p>	<p><b>OFSTED FOSTERING INSPECTION RESULTS</b></p> <p>It was previously envisaged that the Ofsted inspection of the Adoption service would accompany the Ofsted Fostering inspection report and allow the Committee to consider these two related subjects on the placement of Looked after Children together. However, Ofsted had exceeded their own deadlines in providing a report on the Adoption inspection. This was due to the unexpected illness of the Lead Inspector. The service had been promised a response to the inspection in a further 14 days time. Therefore, a report on the Ofsted inspection for Adoption would be ready for the next meeting of the Committee on the 13 December 2011.</p> <p>The Ofsted inspection of the Fostering service had been completed in August and the service had been deemed as 'satisfactory'. A team action plan accompanied the inspection report. It was stressed to the Committee that the action plan needed to be perceived as a 'team response' as the actions were not the sole responsibility of the Placement and Commissioning service. They relied upon a number of other stakeholder departments in the Children's and Families service to take forward the recommended areas for improvement arising from the inspection.</p> <p>The positive outcomes from the inspection were that children reported positive relationships with Haringey Foster carers. They felt their carers provided support: in their education, participation in leisure activities, and were able to advocate well for them. Children were well consulted about the service they received and benefited from a number of activities and groups set up by the Fostering service. The fostering panel and agency decision makers were found to make appropriate recommendations and decisions. Parents reported to inspectors that they valued the short breaks provided by the service.</p> <p>The Head of Commissioning and Placements then drew the</p>	WT

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE  
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Committee's attention to the Ofsted requirements arising from the inspection and the actions to be undertaken by the service to address these. A context and some reasons behind the requirements were provided to Members to aid understanding of their significance and how close the service was to achieving them. They were as follows:

**Requirement 1 - Unannounced inspection of foster homes** - The Committee noted that the requirement to have an unannounced visit was separate to the statutory 6 weekly visits. The Committee noted that the statutory requirement to visit a child in their foster placement was every 6 weeks and this was continuing. However, there were some foster carers not visited in the 6 weekly timescales and some visits not as thoroughly undertaken as required. There was an improvement plan assigned to requirement 1 which included a review of carers not visited in the timescales and unannounced visits for carers who had not received this type of visit in the last 6 months. As part of this, requirement 2, which was not a specific Ofsted requirement, the service recognised that there was a need for supervising Social Workers to add more information about their 6 weekly visits to the foster homes. This meant adding more details about their observations, other than how the basic care requirements were being kept to.

**Requirement 3 - The policy on accepted methods of restraint and discipline on children placed with foster carers.** This policy would be updated and consulted upon with the North London Fostering Consortium before reissue in October. This was following feedback from carers about the policy not being clear enough on the restraining actions that they were allowed to take. A summary to the policy would be added making this more accessible to carers.

**Requirement 4 – Risk assessments for children who are at risk of going missing are not in place** – The inspectors had found strong evidence of practices for keeping children safe. However, what the service had not fully shown was the information they knew on how to locate a child/young person that went missing. Members enquired about why this required action had not been picked up by the service previously. In reply members noted that the work on risk assessment had been occurring but in an unstructured way and this would be rectified by the information being held in the appropriate sources.

**Requirement 5 - Reports responding to allegations of abuse and neglect not fully concluded** - Members were reassured that there were not any outstanding investigations into reports of neglect and abuse where the outcome was not known. The issue, at the time of the inspection, was the bringing up to date of a spread sheet with the outcomes to the allegations. At the time of the inspection this had not been fully completed due to staffing changes. This spreadsheet was now fully up to date and there was also a written procedure for investigating

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE  
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allegations with clear and manageable expectations about timescales. Members asked that the procedures for investigation also include time allocated for speaking with the child.

**Requirement 7 – Fostering service recruits, assesses and supports a range of foster carers to meet the needs of children they provide for.** The inspection noted that there were a large number of children in care from Haringey and not enough internal carers to meet placements need. This was continually recognised by the service. The Committee were due to receive feedback by the 20<sup>th</sup> October on the results of concerted publicity activities in July to recruit foster carers.

**Requirement 8 – Careful selection of staff and fostering households and monitoring of such people.** The inspectors found that one member of staff's HR file did not have a reference with a record of verbal verification attached. The Committee were informed that this was a minor anomaly and easily rectifiable as the reference was concerning the recruitment of the Head of Commissioning and Placements, a fairly recent appointment, where contact could still be made with the referee and evidence of this added to the file. Although it was a managerial task to ensure that references were checked and verbally verified, Members were assured that all other HR files of staff working in foster care and of foster carers had been checked by the Head of Commissioning and Placements. She felt confident to report that there was no missing information regarding their selection. Members were asked to note the changing priorities of the inspectors as in the previous two inspections there had not been any checks made on the verbal verification of references. This additional check was probably owing to the increased level of scrutiny which the Council now experienced in inspections. In relation to the second part of this requirement, monitoring of people in the fostering household helping to provide care, Social Workers were fully aware that they needed to get CRB checks on all new persons involved in the carers home. However the timely completion of the checks was also reliant upon external CRB timescales.

**Requirement 9 - Ensure that there are clear and effective procedures for monitoring the activities of the service** – This was in reference to systems for data collection. There have been meetings between the Fostering and Performance team on exploring ways to better collate information required by the annual fostering return data. An example of an issue experienced with data collection in the inspection was that the service were able to easily provide figures relating to children in Haringey foster care (this included children placed in the borough through external fostering agencies) but it was less easy to extrapolate the number of children in Haringey placed with council foster carers. This signified the need to make the office data systems more usable and work efficiently so that there was not undue officer time given to locating and extrapolating the required data when needed.

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE  
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	<p>Some disappointment was expressed at the overall assessment of the Fostering Service as 'satisfactory' when in a previous inspection, three years ago; the service had been assessed as 'good'. There was a feeling that, although the Ofsted scrutiny of the Council's Children's services had increased this should not mean that a satisfactory rating would be acceptable as a result. As a way forward the Chair asked the Head of Commissioning and Placements to compile an alternative action plan which would set out the actions aimed at getting the service to a 'good rating'. This could be completed in time for the January meeting of the Committee. To aid this work it was suggested that the Ofsted inspection results of fellow Consortium boroughs could be looked at. This was where they had received a judgement of 'good' as this could help with understanding the kind of actions being taken and if they could be workable here. It was agreed that these comparisons would be made. Members of the Committee were also asked to keep in mind that some of the boroughs in the consortium were not demographically similar to Haringey and would not have the similar issues to contend with. Also some of the consortium boroughs may not have listed outcomes arising from their fostering inspections.</p> <p>In relation to outcomes for children, understanding was sought on how these were recorded and if this information was easily accessible to all parts of the children service dealing with the child i.e. Children in Care and Commissioning and Placements. It was clarified that the Children in Care service along with the Commissioning and Placement service regularly monitored outcomes for children and also tried to quantify them. There was also a series of qualitative information which the service could easily call upon for checking the progress on outcomes for a child. This was through the daily logs of foster carers, summary reports from foster carers, statutory visits to the child, LAC reviews. When meeting with the children, as well as to check on their basic care, Social Workers asked about the activities they undertook, interests, hobbies and who they interacted with, which were all recorded. The Independent Review Officer was also required to meet with a LAC before a review meeting. Therefore Members were assured that there was a wealth of material to consider when ascertaining how good outcomes for the child were being worked to.</p>	<p>WT</p> <p>WT</p>
<p><b>CPAC 122</b></p>	<p><b>EXCLUSION OF THE PRESS AND PUBLIC</b></p>	
<p><b>CPAC 123</b></p>	<p><b>ANY OTHER BUSINESS</b></p> <p>None</p>	

Cllr Lorna Reith

Chair

**MINUTES OF THE CABINET MEMBER SIGNING  
MONDAY, 17 OCTOBER 2011**

**Present:** Councillor Dilek Dogus (Chair)

**In Attendance:** Xanthe Barker, Mun Thong Phung, Lisa Redfern, Len Weir

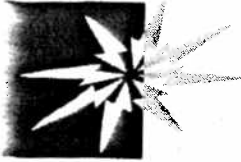
<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>	<b>ACTION BY</b>
<b>HSP04.</b>	<p><b>URGENT BUSINESS</b></p> <p>There were no items of Urgent Business.</p>	
<b>HSP05.</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were no declarations of interest.</p>	
<b>HSP06.</b>	<p><b>DEPUTATIONS/PETITIONS/PRESENTATIONS/QUESTIONS</b></p> <p>There were no petitions, deputations or questions received.</p>	
<b>HSP07.</b>	<p><b>THE NEW REABLEMENT SERVICE AND THE CLOSURE OF THE IN-HOUSE HOMECARE SERVICE</b></p> <p>The Cabinet Member for Health and Adult Services received a report that sought confirmation of a decision, which had been made in principle by Cabinet on 21 December 2010, to close the home care service and commence a new re-ablement service. The report took into account the outcome of consultation with regard to the proposals and the relevant equalities impact assessments.</p> <p>A summary of the report was provided and it was noted that staff in the new re-ablement service would be recruited from those currently working in the home care service, as part of an open ring fence processes. Any displaced staff that had either chosen not to apply for roles in new re-ablement, or that had been unsuccessful in obtaining a role in the new re-ablement service, would be issued with notice of redundancy.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>i. That the current in-house home care service should be closed by end March 2012, at the latest, thus confirming the Cabinet decision in principle taken in December 2010.</li> <li>ii. That the establishment of a new, focused, in-house re-ablement service, at a cost of £1.242 million, to be operational by end March 2012 at the latest be approved.</li> </ul>	<p>DAHS</p> <p>DAHS</p>

**MINUTES OF THE CABINET MEMBER SIGNING  
MONDAY, 17 OCTOBER 2011**

COUNCILLOR DILEK DOGUS

CHAIR

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Haringey Council

Report for:	Cabinet – 8 November 2011	Item number	
Title:	Delegated Decisions and Significant Actions		
Report authorised by :	Assistant Chief Executive <i>[Signature]</i>		
Lead Officer:	Xanthe Barker (Tel. 020 8489 2957)		
Ward(s) affected: Not applicable	Report for Key/Non Key Decision: For information		

**1. Describe the issue under consideration**

To inform the Cabinet of delegated decisions and significant actions taken by Directors.

The report details by number and type decisions taken by Directors under delegated powers. Significant actions (decisions involving expenditure of more than £100,000) taken during the same period are also detailed.

**2. Cabinet Member Introduction**

Not applicable

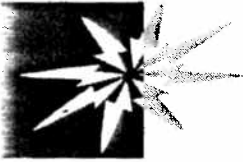
**3. Recommendations**

That the report be noted.

**4. Other options considered**

Not applicable

**5. Background information**



**Haringey** Council

To inform the Cabinet of delegated decisions and significant actions taken by Directors.

The report details by number and type decisions taken by Directors under delegated powers. Significant actions) decisions involving expenditure of more than £100,000) taken during the same period are also detailed.

**6. Comments of the Chief Financial Officer and financial Implications**

Where appropriate these are contained in the individual delegations.

**7. Head of Legal Services and Legal Implications**

Where appropriate these are contained in the individual delegations.

**8. Equalities and Community Cohesion Comments**

Where appropriate these are contained in the individual delegations.

**9. Head of Procurement Comments**

Where appropriate these are contained in the individual delegations.

**10. Policy Implications**

Where appropriate these are contained in the individual delegations.

**11. Use of Appendices**

The appendices to the report set out by number and type decisions taken by Directors under delegated powers. Significant actions (decisions involving expenditure of more than £100,000) taken during the same period are also detailed.

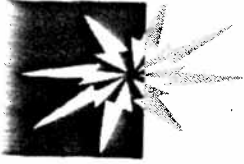
**12. Local Government (Access to Information) Act 1985**

Background Papers

The following background papers were used in the preparation of this report;

Delegated Decisions and Significant Action Forms

Those marked with ♦ contain exempt information and are not available for public inspection.



**Haringey** Council

The background papers are located at River Park House, 225 High Road, Wood Green, London N22 8HQ.

To inspect them or to discuss this report further, please contact Xanthe Barker on 020 8489 2957.

**DIRECTOR OF ADULT AND HOUSING SERVICES**

**Significant decisions - Delegated Action –October 2011**

◆ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1.		NIL	
2.			
3.			
4.			

**Delegated Action**

	Number
06.10.11: CSO 9.07 Solace Women's Aid – award of contract	
11.10.11: CSO 8.02 under CSO 10.01 independent person to support development work for Health and Wellbeing Board	
12.10.11: CSO 9.07 Solar Photovoltaic systems re social housing sites	
13.10.11: CSO 8.02 under CSO 10.01 Protheroe House – Extra Care Scheme	
24.10.11: CSO 10.02.1[c] Supplier Managed Private Sector Leasing Framework Agreement	

Submission authorised by: LISA REDFERN Date: 31<sup>st</sup> October 2011  
 Lisa Redfern, on behalf of Mun Thong Phung - Director of Adult and Housing Services

**CORPORATE RESOURCES AND CHIEF EXECUTIVE SERVICE**

**Significant decisions - Delegated Action 2011/12 – October 2011**

◆ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1. ◆			

**Delegated Action**

Type	Number
Request for waiver of CSO 8.02 under CSO 10.01 re: Installation of Voltage Optimisation at Haringey's Sixth Form Centre, signed by DCR 05.10.11.	
Record of decision taken under delegated authority re: Admission of Churchill Contract Services Ltd as a Transferee Admission Body, signed by DCR 07.10.11	

Submission authorised by:

*J. Parker* 27/10/11

**Julie Parker**  
**Director of Corporate Resources**

**DIRECTOR OF CYPs**

**Significant decisions – September 2011**

◆ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1.	1.9.11	Extension and variation of contract – Provision of Mental Health Assessment and Treatment Service for Looked-After Children	Variation to contract (reduction in cost) and extension of contract by 12 months to value of £381,900
2.	27.9.11	Heartlands High School / Alexandra Palace Club Playing Fields Project	Agreed contract to be awarded to carry out drainage and irrigation works – contract to value of £188,158.09
3.	30.9.11	Conversion of Alexandra Park School to Academy Status	Decision of Secretary of State and Alexandra Park School to convert to Academy status noted. Agreement to enter into a commercial transfer agreement, and a Tenancy at Will agreement.

**Delegated Action**

Type	Number
9.07 Heartlands High School / Alexandra Palace Club playing fields project – clubhouse	£31,741 1
10.02 Variation to contract – Provision of Advocacy Service and "Independent Visitors" Scheme	£50,000 1

Submission authorised by:



Debbie Haith  
Deputy Director, Children and Young People's Service

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is exempt

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