
Haringey Schools Forum

THURSDAY, 14TH JULY, 2011 at 15:45 HRS FOR 16:00 HRS – HARINGEY
PROFESSIONAL DEVELOPMENT CENTRE, DOWNHILLS PARK ROAD, TOTTENHAM,
LONDON, N17 6AR.

AGENDA

1. CHAIR'S WELCOME

2. MEMBERSHIP

Clerk to report on any vacancies or changes to the Membership of the Forum.

3. APOLOGIES AND SUBSTITUTE MEMBERS

Clerk to report.

4. DECLARATIONS OF INTEREST

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

5. MINUTES OF THE MEETING OF 17 FEBRUARY 2011 (PAGES 1 - 10)

6. NOTES OF INQUORATE MEETINGS OF 19 MAY AND 26 MAY 2011

7. MATTERS ARISING

8. CARBON REDUCTION COMMITMENT (PAGES 11 - 14)

To inform Schools of their statutory reporting and financial responsibilities under the Carbon Reduction Commitment Energy Efficiency Scheme.

9. WRAP AROUND CHILDCARE PROVISION - TRANSITION FUNDING (PAGES 15 - 32)

To update members on the use of £522,000 set aside to fund the transitional arrangements for wrap around childcare provision and to consult with the Forum on the proposed use of the balance remaining.

10. DEDICATED SCHOOL'S GRANT 2011/12 AND SCHOOL OUTTURN AND BALANCES (PAGES 33 - 36)

To inform members of the final DSG for 2011/12, and to advise of school's net expenditure in the 2010/11 financial year, the net balances carried forward and the clawback of surplus allowances. Also to obtain the Forum's view on the use of the balance "clawed" back. To request the appointment of a panel of the Forum to allocate the contingency for schools in financial difficulty.

11. ARRANGEMENTS FOR FREE SCHOOL MEALS (PAGES 37 - 42)

To provide an annual update on the funding of free school meals and related issues.

12. ARRANGEMENTS FOR ELECTION OF CHAIR AND VICE CHAIR (PAGES 43 - 48)

To initiate the election of the Chair and Vice-Chair(s) of the Forum.

13. BRIEFING ON ELECTRONIC PAYMENTS BY HARINGEY SCHOOLS

To advise School's Forum on alternative methods of payment for goods and services in order to prevent instances of cheque fraud.

14. WORKING PARTY AND WORK PLAN UPDATE (VERBAL REPORT)

15. ANY OTHER URGENT BUSINESS

16. DATE OF NEXT MEETING

22 SEPTEMBER 2011

**MINUTES OF THE SCHOOLS FORUM
THURSDAY 17TH FEBRUARY 2011**

Chair: Tony Brockman

Vice-Chair: Tony Hartney

Attendance:

Quorum: 40% of membership

The Constitution states that non-attendance without apologies at three consecutive meetings results in disqualification of membership. Apologies for absence should be submitted to the Clerk at jmosarski@googlemail.com or telephone GSTU 0208 4895030

Term of Office: 3 years

School Members		Non-School Members
Head teachers	Governors	
Special Schools [1] Martin Doyle [Moselle]	<i>Special Schools [1]</i> Vik Seeborun [The Vale]	(non-Executive) LB Haringey Councillor [1] * Cllr Zena Brabazon
<i>Children's Centres [1]</i> * Val Buckettt [Pembury House CC]	<i>Children's Centres [1]</i> * Melian Mansfield [Pembury House Children's Centre]	<i>Professional Association Representative [1]</i> * Tony Brockman [Substitute: Julie Davies] [Haringey Teachers' Panel] <i>Trade Union Representative [1]</i> * Pat Forward [UNISON}
<i>Primary Community [7]</i> Andrew Wickham [Weston Park] present * Maxine Pattison [Ferry Lane] * Chris Witham [Rhodes Ave] * Will Wawn [Bounds Green] * Cal Shaw [Chestnuts] * Jane Flynn [Alexandra Primary] Hasan Chawdhry [Crowland]	<i>Primary Community [7]</i> Miriam Ridge [Our Lady of Muswell] Nathan Oparaeche [St Mary's CE Jnr] * Sarah Crowe [Devonshire Hill Primary] * Asher Jacobsberg [Welbourne] Jeffrey Reynaud [Earlham] A Louis Fisher [Earlsmead] A Laura Butterfield [Coldfall]	<i>14-19 Partnership [1]</i> A June Jarrett [Sixth Form Centre] <i>E. Y. Private and Voluntary Sector</i> * Susan Tudor-Hart <i>Faith Schools</i> * Mark Rowland
<i>Secondary Community [4]</i> A Alex Atherton [Park View] * Tony Hartney [Gladesmore] * Patrick Cozier [Highgate Wood] A Monica Duncan [NPCS]	<i>Secondary Community [4]</i> A Janet Barter [Alexandra Park] * ? vacancy? * Imogen Pennell [Highgate Wood] * Sarah Miller [Gladesmore]	
<i>Academies</i> A Paul Sutton [Greig City Academy]	<i>Observers [non-voting]</i> <i>LBH Cabinet Member for Children & YP</i> A Cllr Lorna Reith <i>Haringey (Teaching) Primary Care Trust</i> Vacancy	<i>Substitute Members at this meeting</i> * Geraldine Waterman for Hasan Chawdhry * Ewan Scott for Janet Barter <i>Also present</i> * Steve Worth, School Funding Manager * Neville Murton, Head of Finance CYPS A Ian Bailey, Deputy Director CYPS

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* Jan Smosarski, Clerk

A Peter Lewis, Director CYPS

* indicates attendance A indicates apologies received ^apology received after the meeting

TONY BROCKMAN [CHAIR] IN THE CHAIR

The Clerk must be informed of changes in membership and substitutions prior to the meeting.

**MINUTES OF THE SCHOOLS FORUM
THURSDAY 17^T FEBRUARY 2011**

MINUTE NO.	SUBJECT/DECISION	ACTION BY
1.	CHAIR'S WELCOME	
1.1	The Chair welcomed everyone to the meeting, which was being held at Gladesmore School. On behalf of everyone present he thanked Tony Hartney, Headteacher for the very warm welcome received from students and staff and for the excellent refreshments that had been provided.	
1.2.1	The Chair informed the Forum that Steve Worth and he had attended a networking meeting for Chairs and Officers of Schools Forums in the South East of England. Of particular note had been the difference in arrangements for Schools Forums in large counties where more officer time could be given to supporting pre-meetings of the different representational groups on the forum and the availability of members during the working day. Providing officer support for some pre-meetings may be a useful way forward for this forum.	
1.2.2	The Chair proposed that as a form of self-evaluation consideration should be given to inviting the Chair of another forum to our Schools Forum meetings to observe and make suggestions of ways to improve practice at these meetings. This could possibly be a reciprocal arrangement.	
2.	MEMBERSHIP	
2.1	There are currently no vacancies on the forum.	
2.2	The Chair reminded members that protocols for election onto the forum have not been received from all groups. Still to submit protocols are Special School Headteachers, Academies, and Children's Centres.	
2.3	Learning Skills Council – this organisation no longer exists, therefore will be deleted from the membership list.	
2.4	Changes of membership and substitutions must be notified to the clerk prior to the meeting	<u>All</u>
3.	APOLOGIES AND SUBSTITUTE MEMBERS	
	Apologies for absence were received from Ian Bailey, Peter Lewis, Cllr. Reith, Jane Flynn, Laura Butterfield, Louis Fisher, Monica Duncan, Janet Barter, Alex Atherton, Paul Sutton and June Jarrett	
	Ewan Scott (ES) substituting for Janet Barter.	
	Geraldine Waterman (GW) substituting for Hasan Chawdhry	
4.	DECLARATIONS OF INTEREST There were no new declarations of interest.	
5.	MINUTES OF THE MEETING HELD ON 17th JANUARY 2011	

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THURSDAY 17^T FEBRUARY 2011

	AGREED - The minutes were agreed as a true record	
6	MATTERS ARISING FROM THE MINUTES NOT ON THIS AGENDA	
6.1	<u>Minute 2.2</u> – protocols for membership have now been received from the Trades Union representatives and the PVI sector. Still outstanding are protocols for Special School Headteachers and Children's Centre representatives. These groups were urged to submit their protocols as soon as possible.	<u>Clerk</u>
6.2	<u>Minute 6.1</u> - Neville Murton (NM) reported that a decision on the request for an additional representative for the PVI Sector had not yet been reached.	<u>NM/SW</u>
6.3	<u>Minute 6.2</u> – Steve Davies has informed the Forum that centrally held job descriptions of all evaluated posts can be made available on request. This includes both standard job descriptions and individualised job descriptions where evaluated. Andrew Wickham (AW) asked for clear criteria for identifying the different levels of posts. He was informed that this could usually be identified through the standard job descriptions.	
7	SCHOOLS BUDGET 2011-12 – Steve Worth (SW)– report for information, consultation and decision	
7.1	SW gave an update on the DSG following the Cabinet Meeting held on the 8 th February.	
7.2	Music provision is now to be centrally funded from the government at the same level as last year. This should no longer be a claim on available headroom.	
7.3	Estimates of the amount of DSG made at the last meeting were based on 2010-11 figures. The results of the January count are now available and show an increase in numbers, which will bring an additional £1.4m into the budget. However SW reported that in 33 schools issues on the recording of pupil numbers had been raised where returns had been incorrect. Had these figures not been carefully checked instead of an increase in funding there would have been a reduction of £1.3m. Most of the issues raised had been in the recording of Nursery numbers. This was largely due to changes made in 2010 in the way Nursery numbers were recorded to recognise the implementation of the new entitlement to 15 free hours a week Nursery provision, which can be taken in any setting. Zena Brabazon (ZB) asked how schools were being supported to provide the correct information. Will Wawn (WW) explained that the LA were providing clear explanations and doubted that this would be a problem in future years.	
7.4	Recommendation 1 – That the Forum notes the decision of Haringey's Cabinet on the 2011-12 Schools Budget NOTED	
7.5	Recommendation 2 – That the Forum notes the increase in pupil numbers and DSG funding. NOTED	
7.6.1	Pupil Premium – SW raised an issue with the allocation of the new Pupil Premium. Allocation of these funds will be based on the January count. This means that for a new school such as Heartlands the allocation for the financial year will not take into account the opening of a new year group in September. For 7/12 of that year the school will be losing out on the funding for the six additional classes it has opened. For 2011-12 this	

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	will be the equivalent of 100% increase in pupil numbers and represent a significant financial loss for the school. SW proposed that whilst the school is building up to full numbers this loss should be recompensed. There is no mechanism built into the mechanism by central government but the LA may make such an allowance if it so wishes. The proposal was for 2011-12 to allocate an additional £17,057 to Heartlands.	
7.6.2	Members queried why this recommendation was being made for new schools and not expanding schools. SW explained that where schools were expanding this was usually only by one class in any given year and that the resultant loss was not so great as the doubling of pupil numbers as was the case this year for the new school.	
7.6.3	ZB added that proposed changes to housing benefit would impact on schools in more deprived areas as there would inevitably be a drift to these areas when housing benefit was capped. She wondered whether there would be issues for schools in those areas, as they would be admitting increasing numbers of families with FSM entitlements. SW stated that there would be no additional funding from the government to ease this situation.	
7.6.4	Mark Rowlands (MR) expressed concern that the Forum were being asked to set aside an unknown amount of funds for a number of years. SW had already identified funding for 2011-12 by using the figures identified in the PLASC count and multiplying it by 2. Melian Mansfield (MM) pointed out that every school had an intake in September, which hadn't been included in the January count. SW replied that this was usually compensated for by pupils who had left the school in July and were replaced by the September starters – in schools taking on an additional class the shortfall, whilst being there, was not as great as the shortfall for a new school. It was to ameliorate this anomaly that the proposed payment had been proposed. Susan Tudor – Hart proposed that this could be agreed for this year and then be reviewed annually. Neville Murton (NM) suggested that what was needed was an agreement in principle. Currently the amount of funding per head for the Pupil premium was £440, however it was anticipated that this figure would be increased in the future.	
7.6.5	AW suggested that in addition this issue should be pursued with central government. The Chair agreed that this should be pursued with the DFE. NM confirmed that funding for any new Free School would come via the YPLA. MM suggested that the impact of the differences should be monitored from September.	
7.6.6	<p>Recommendation 3 – That the Forum agrees a lump sum for new schools to compensate for the lag in Pupil Premium funding.</p> <p>Votes for 14</p> <p>Votes against 1</p> <p>Abstentions 3</p> <p>The recommendation was carried. It was further agreed that Officers pursue the lag in funding for new schools with the DFE</p>	<u>NM/SW</u>

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7.7.1	<p>Wisdom School – This school situated in West Green is a small independent school. The school has applied to change the status of its primary department from independent to maintained. The application will be considered by the Haringey cabinet on the 26th April with a proposed start date of September 2011. This would have to be funded from the DSG and no additional funding would be received from the government until the following financial year. It was recommended to the forum that the sum of £240,000 should be set aside from the DSG to fund the school from September – April. In the event that this was not needed this sum would be put into the headroom.</p>	
7.7.2	<p>STH asked whether the Cabinet could choose a later start date for the school to begin its maintained status i.e. April 2012, when funding could be made available. NM replied that he thought this might be possible. AW asked whether there were any laid down criteria for Cabinet decisions. ZB replied that the LA had a responsibility to consider applications. In this case the proposal had been published on the 21st January and would be considered at the next meeting i.e. the 3rd March. Information on the conditions necessary to be eligible for maintained status were published on the DFE website. She then read the criteria. Whether the criteria were being met was for the Cabinet to determine. If the application were rejected the school could appeal to the Schools Adjudicator.</p>	
7.7.3	<p>Members discussed whether the £240,000 for which the school could be eligible if the application were successful would be enough to make the school financially sustainable given that the school would no longer be allowed to charge fees. There was a further discussion on the school's premises with AW pointing out that the same school had made an application for Free School status based on the premise that that it would be moving to a different building. NM said that the school currently had primary and secondary departments and that it was only the primary department that had applied for maintained status. The secondary department would continue to operate as an independent school unless the whole school was successful in the application for Free School status in which case both primary and secondary departments would opt for Free School status. A request has been made by the LA to view the schools accounts to be sure of financial sustainability.</p>	
7.7.4	<p>AW suggested that the view of the Schools Forum should be that the money should not be set aside. WW added that if the recommendation were agreed this would be tantamount to the Forum supporting the application. ZB urged the Forum not to support the recommendation as in her view the school was unable to meet the basic standards laid down by the DFE. If the application were refused an appeal could be made to the Schools Adjudicator.</p>	
7.7.5	<p>Tony Hartney (TH) asked what the impact would be if the application were approved and the money had not been set aside. NM replied that procedurally the Forum's views would be reported to the Cabinet, it would be for the Cabinet to make a final decision. The decision as to whether the application was or was not successful would overlap with the setting of school budget shares. NM would need to seek further</p>	

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	advice. The Cabinet might decide that the money should be set aside. If not it would be taken from the headroom or would put the DSG into deficit and this would then become the first charge against the following years DSG. Asher Jacobsberg (AJ) asked if the decision was made not to put any money aside was there a case for the Schools adjudicator to rule that there had been unfair process. The Chair reminded AJ that the decision was one for the Cabinet and not the Schools Forum	
7.7.6	Schools wishing to make comments on the application should do so before the 3 rd March. Further information can be obtained via Educom where there is an e-link onto the Wisdom School website.	
7.7.7	Recommendation 4 - The following recommendation was <u>unanimously</u> carried. That the Forum do <u>not</u> wish to set aside funds for the Wisdom School to enter the maintained sector in September 2011	
7.8.1	Carbon Reduction Commitment – the Forum were presented with two options to either pay the levy from the headroom or to indentify carbon usage school by school and charge accordingly. The former would be the simplest measure to implement but does not encourage schools to take individual responsibility in reducing their carbon usage.	
7.8.2	AW pointed out that by removing the bonus element of the strategy this was effectively a new tax and that to break down carbon use school by school would be complex. He was of the view that there was not the capacity to accurately monitor the carbon usage school by school or even effectively across the borough. The School Travel Plan had calculated carbon usage on a school-by-school basis by analysing methods of travel to school – this obviously did not give a true picture of a school's carbon usage. AJ suggested that an analysis of school fuel bills divided by the number of pupils might give an accurate enough picture and encourage schools to reduce energy usage. MM pointed out that some buildings were more energy efficient than others and that it would be unfair to penalise schools because their buildings were inefficient. Members agreed that such schools would effectively be penalised twice – firstly from the high bills they were forced to pay and then by the levy. WW pointed out that schools had sufficient incentive to cut energy usage because of ever increasing energy charges. AJ suggested that figures could be based on whether schools managed to reduce the amount of energy they used year on year. SW reminded members that Haringey does have a fund that schools can bid for to borrow money to make improved energy efficiencies within their schools. He suggested that Ben Brown who runs this scheme come to the May meeting to speak to members about ways energy efficiencies can be made. This was agreed	<u>SW</u>
7.8.3	Recommendation 5 – That the Forum expresses a view on its preferred option for the CRC levy. The Forum agreed that for 2011-12 the levy should be top sliced from the headroom but that this should be reviewed for 2012-13	
8	THE SCHOOLS FORUM BUDGET 2011-2012 – Neville Murton – <i>for consultation and views</i>	

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8.1	The Forum noted the reduced budget	
9	MEETING SCHEDULE AND WORK PLAN FOR 2011-12 – Neville Murton / Steve Worth – for decision	
9.1	AW asked about the remit for the full time places review group. SW replied that the council was under pressure to ensure that this funding was being used in the best way. The Education Bill allowed schools to make charges for provision in excess of the 15 hours statutory entitlement; it was therefore necessary to review existing provision.	
9.2	MM asked why there were no governors on the proposed steering group. SW agreed to take this point back to the officer group.	<u>SW</u>
9.3	The Chair expressed the view that the number of places allocated to the Schools Forum were insufficient. It was agreed that 3 places would be more appropriate.	
9.4	Best Value Working Party – AW asked why there was nothing about procurement in the remit of the working party. Primary headteachers in particular were anxious to ensure that advice and support were available to schools and suggested that this become part of the Best Value Working Party remit. This was agreed.	
9.5	Recommendation 1: members agree the proposed meeting dates AGREED – with the following provisos a) the meeting scheduled for 30 th June or the 7 th July will be held on the 30 th June. b) that the meeting scheduled for the 31 st March is reviewed as it clashes with the Primary Headteachers Conference	<u>NM/ SW</u>
9.6	Recommendation 2: Members agree the proposed work plan AGREED	
9.7	Recommendation 3: Members agree the recommended membership of the Steering Group for Review of Full time places NOT AGREED	
10	ANY OTHER URGENT BUSINESS	
10.1	AW asked when schools were likely to receive their indicative and final budget shares. SW replied that there had been delays in calculating the MFG for schools owing to the delays in getting accurate pupil numbers. He promised indicative budgets would be with schools by the end of the half term holiday with final budget figures following shortly afterwards – by the end of the second week in March.	<u>SW</u>
11	DATE OF THE NEXT MEETING This date of the next meeting to be confirmed	
	The Chair thanked everyone for attending and closed the meeting.	

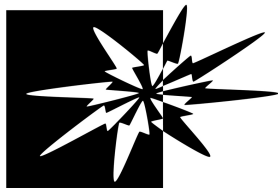
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THURSDAY 17^T FEBRUARY 2011**

The meeting closed at 5.45 pm

TONY BROCKMAN

Chair

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Haringey Council

The Children and Young People's Service

Report to Haringey Schools Forum 26th May 2011

**Agenda Item
8**

Report Status

For information/note
 For consultation & views
 For decision

Report Title: Carbon Reduction Commitment

Authors:

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Purpose:

To inform Schools of their statutory reporting and financial responsibilities under the Carbon Reduction Commitment Energy Efficiency Scheme.

Recommendations:

- 1 That the Schools Forum notes the circa £250,000 to be applied to the DSG, prior to formula funding, resultant of the cost of carbon emitted by the school portfolio under the Carbon Reduction Commitment.
- 2 That the Schools Forum recommends the following actions to all school to ensure compliance with the Carbon Reduction Commitment:
 - 2.1 All schools to review their utility supply contract status and ensure that, if not on the Council's corporate utility contracts, a Letter of Authority has been received and returned to the Council.
 - 2.2 All schools not on the Council's corporate utility contracts to evaluate their existing supply arrangements and consider opting into the Council's corporate offering for ease of administration of the CRC and improved supply prices.
 - 2.3 All schools without AMR (smart metering) to provide a monthly submission of all meter readings to the Council at

energy@haringey.gov.uk, between the 21st and 28th of the month.

- 2.4 All Schools apply for the Sustainable Investment Fund loan scheme to help reduce energy consumption, and hence energy costs and CRC allowance purchases.

1. Background and Introduction.

- 1.1 The CRC is a mandatory UK-wide carbon trading scheme created through the Climate Change Act 2008.
- 1.2 The scheme requires participants to report on their carbon emissions and is required to calculate and purchase carbon allowances each April, to cover emissions generated at a fixed price of £12 per tonne of CO₂ for the first three years.
- 1.3 Local Authorities are expected to take responsibility for state funded schools and academies and are responsible for the purchase of allowances.

2. Reporting

- 1.4 In order to demonstrate the accuracy of the carbon footprint and allowance claim that will be submitted to the Environment Agency (the proprietors of the scheme), the Council is required to keep an evidence pack. This pack should demonstrate, amongst other things, the utility meter information, energy consumption and read history for the entire portfolio.
- 1.5 The Council is already counter-signatory to the utility supply contracts of every school that is on the Council's corporate contract for both electricity and gas. This means that the Council has access to all the information that is required to demonstrate compliance with the scheme on behalf of those schools.
- 1.6 Where schools are not on the Council's corporate contract for electricity, gas and in a few instances, oil, the Council will not be able to access relevant information to complete the evidence pack. This could lead to fines for non-compliance. To protect schools from these fines, the Council has issued template 'Letters of Authority' to all relevant schools. Once signed and returned to the Council, these act as a mandate to utility suppliers to make all relevant data available to the Council.

3. Financing

- 1.7 On 9th February, the Department of Education (DfE) issued a letter to all Directors of Children's Services proposing that "the purchase of allowances relating to schools should be an allowable item against the central part of the schools budget... this would not be allowable as a formula factor". This means that the total cost in relation to schools is likely to be charged as a single deduction from the total Dedicated Schools Grant (DSG), rather than to individual schools.

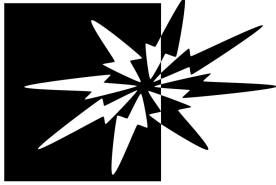
- 1.8 The total estimated charge likely to be levied against the DSG is circa £250,000 per annum for the first three years based on current school energy consumption trends. The amount can be increased by as much as 10% should the evidence demonstrate that meters have not been read within the year. Unless schools have smart meters which automatically send accurate data to the supplier, a monthly read of each meter should be taken and submitted to the Council (or the relevant suppliers if not on the Council's utility contracts) in the last week of each month.
- 1.9 Originally the scheme recycled allowances to participants following the application of a 'performance formula', providing bonus payments to good, and financial penalties to bad performers. Bonus and penalties could be passed by the primary participant (the Council) through to their secondary participants (e.g. schools). This element of the CRC as a result of the Spending Review means that the previous proposals relating to bonuses and penalties are no longer applicable.
- 1.10 In order to reduce the impact of the CRC costs, the Council is administering a Sustainable Investment Fund which is derived from 12.5% of residual school balances, and is available as an interest free loan fund for energy efficiency projects. Schools will benefit from reduced energy and CRC costs without having to invest capital into the works. The Council encourages all schools to identify potential projects and contact energy@haringey.gov.uk with proposals.

NB: Currently, the issue of whether authorities are able to attribute the cost of allowances to academies is confused. Consultation remains ongoing with the DfE concerning Councils' responsibility for payment of academy allowances through the General Fund.

Recommendations:

- 1 That the Schools Forum notes the circa £250,000 to be applied to the DSG, prior to formula funding, resultant of the cost of carbon emitted by the school portfolio under the Carbon Reduction Commitment.
- 2 That the Schools Forum recommends the following actions to all school to ensure compliance with the Carbon Reduction Commitment:
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 - 2.4 All Schools apply for the Sustainable Investment Fund loan scheme to help reduce energy consumption, and hence energy costs and CRC allowance purchases.

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Haringey Council

The Children and Young People's Service

Report to Haringey Schools Forum 26th May 2011

**Agenda Item
9**

Report Status

For information/note
 For consultation & views
 For decision

Report Title: Arrangements for Insurance.

Authors:

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Anne Woods, Head of Audit and Risk Management
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Purpose: This is an annual information item setting out the insurance arrangements for schools.

Recommendations: That members note the report.

1. Background and Introduction.

1.1. The service to schools is set out in Appendix 1.

2. Recommendations.

2.1. Members are asked to note the report.

**CORPORATE RESOURCES
AUDIT AND RISK MANAGEMENT**

**INSURANCE SERVICES FOR SCHOOLS
2011/12**

Issued March 2011

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	Insurance Loss Claim Form – Cash	Appendix C
	Certificate of Employers Liability	
	To whom it may concern letter	

1. Introduction

The Insurance Section forms part of the Audit and Risk Management business unit, which operates as an independent division, reporting directly to the Chief Financial Officer within Corporate Resources. Internal audit services, strategic and operational risk management and insurance services to Haringey Council are all provided by the business unit.

The insurance section is based on Level 1, Alexandra House, 10 Station Road, Wood Green, N22 7TR, and is staffed as follows :

2. Contacts

Trudie Eagle	Risk and Insurance Manager	020 8489 3812
Sharon Goojha	Insurance Officer	020 8489 3710
Koula Panayiotou	Insurance Assistant	020 8489 3712
Mariam Budaly -Hisaud	Insurance Assistant	020 8489 3610
Archie Cheung	Insurance Assistant	020 8489 3985

Email address: insurance@haringey.gov.uk

Fax Number: 020 8489 3846

3. Service Description

Insurance Services

The section provides a comprehensive specialist insurance and risk management service to Schools to protect the Council's and school assets and mitigate losses resulting from hazards and claims against the Council and its schools.

Services provided include:

- Provision of a full claims handling service
- Advice on insurance issues
- Procurement and management of all insurance contracts
- Provision of claims related and financial information to schools
- Training and development
- Immediate funding for emergency works and additional expenses following larger claims
- Surveys – post loss and Risk Management Service
- Risk Management

4. Insurance Programme – 1st April 2011 to 31st March 2012

Insurance cover for following:

We insure against	We do not insure	Policy Excess
1. Fire	Items in open spaces	Nil
2. Explosion, lighting and earthquake	N/A	Nil
3. Malicious Damage	N/A	£250 each and every claim
4. Riot and civil commotion	N/A	£250 each and every claim
5. Impact	N/A	Nil
6. Storm or flood	Loss or damage to	£100 each and

	fences, gates and hedges	every claim
7. Escape of water from fixed appliance	Damage from wet or dry rot	£100 each and every claim
8. Theft	Items left in open Theft of lead	£250 each and every claim if no forced entry
9. Computer	Equipment left unattended in a vehicle	£100 each and every claim
10. Engineering and related inspections	N/A	N/A
11. All Risks	Equipment left unattended in a vehicle	£100 each and every claim
12. Public Liability	N/A	Nil
13. Employers Liability	N/A	Nil
14. Professional Indemnity	N/A	Nil
15. Libel and Slander	N/A	Nil
16. Cash including unofficial funds	See section 5	See section 5
17. Fidelity Guarantee	N/A	Nil
18. Additional Expenses/Alternative Accommodation as a result of an insured risk see items 1, 2, 3, 4, 5, 6 and 7.	N/A	Nil

Additional Services

- Annual School Journey Insurance Policy

5. Summary of Cover Provided

Public Liability (Third Party)

Cover is provided to protect the LEA, school, employees, governors and PTA's against any claim made by a Third Party. Payment of compensation under this policy is not automatic, for a claim to be successful negligence must be proved against the LEA, school or governors.

The limit of indemnity under this policy is £50m in respect of any one incident.

Employers Liability

Cover is provided to protect the LEA, school, employees, and governors against any claim for compensation made by a person under a contract of employment with the school arising out of or in the course of their employment. Payment of compensation under this policy is not automatic, for a claim to be successful negligence must be proved against the LEA, school or governors.

The limit of indemnity under this policy is £50m in respect of any one incident.

Officials Indemnity

Protects the school for all sums they are legally liable to pay as compensation following a negligent act or accidental error or omission by an employee.

The limit of indemnity under this policy is £5m in respect of any one incident.

Libel and Slander

Cover is provided to protect the school for:-

Libels appearing in any official Schools' publications by employees.

Slanders uttered by employees in the course of their official duties.

Should you have any doubts about any article you wish to publish, please refer to the Council's Legal Services before publication.

The above policies have been endorsed to provide joint indemnity to the Council and Governors.

Cover has also been extended to include compensation for Governors who attend Court in connection with a claim subject to a maximum daily rate of £100 per Governor.

The limit of indemnity under this policy is £5m in respect of any one incident.

Buildings and Contents - See section 4

The policy also covers:-

- Removal of debris
- Architects, Surveyors and Engineers fees - Subject to a limit of 10% of the total reinstatement cost.

Separate cover has been arranged for acts of Terrorism as this was excluded from standard policies in April 1993.

Additional Expenses

This cover is limited to the increased cost of working following a fire or any of the other perils listed in section 4. This would include the hire of temporary accommodation to enable the school to continue functioning during the repair period.

These expenses would be assessed at the same time as the main claim.

Theft Policy

The Council continues to insure against loss or damage by theft.

There is an excess of £250 on each and every claim where there is no forced entry.

All items such as computers, fax machines, photocopiers, calculators etc must be security labelled.

These labels are available at a small charge on written request from the Insurance Section.

To comply with our insurance arrangements, the label number must be recorded in the schools inventory book. Failure to do this could result in the claim not being paid.

The policy cover excludes the following:

- property in open spaces
- theft from unattended vehicles
- employees/pupils personal effects.

Engineering Policy

Health and Safety legislation requires that certain items of plant and machinery must have regular inspections

The Council continues to arrange cover and inspection of equipment in schools as required, under this policy.

Inspections are carried out by the Councils Insurers (Zurich Municipal) and access should be made available on request to ensure continued cover.

Deterioration of Stock

Cover is in place for loss of the contents of refrigerators or freezers due to their breakdown or accidental failure of the electricity supply.

Limit of Liability £250

Computer Equipment

As well as standard cover the Computer Policy extends to cover accidental damage whilst in any of the insured's educational premises or in transit between. The policy is subject to an excess of £100 on each and every claim.

The Council also has temporary cover for computer/video/photographic equipment whilst out of school in the custody or control of an authorised employee within the UK.

Please note that Schools should continue to advise the Insurance Section of any equipment taken off premises for which this additional cover is required.

This policy is subject to an excess of £100.00 on each and every claim.

All items such as computers, fax machines, photocopiers, calculators etc must be security labelled. These labels are available at a small charge on written request from the Insurance Section.

There is no cover under this policy for equipment left unattended in a vehicle.

The interests of Governors have been noted on the above policies.

Cash (including cash in transit)

The Councils Cash in Transit Policy for official and unofficial funds has been extended to include Governors.

Limits of Liability are as follows:-

	£
Money not in locked receptacle (includes cash box left on display)	75
Money in locked receptacle other than safe	250
Money in locked safe or strong room – please refer to insurance section for individual safe limits	Individual limit
In transit in the custody of the schools employees	2000

Security precautions are very important and must be adequate for the amounts involved. Special reference should be made to the following:

- Safes should be secured to the floor.
- Cash movements should be adequately escorted and routes to and from the bank varied.
- Keys should not be left unattended and should be carried at all times by a member of staff.

If a safe is opened using a key or combination lock details left on the premises after close of business, no insurance cover applies

Fidelity Guarantee

Cover is in place to protect the school against a financial loss due to the fraudulent action of a member of staff.

6. Additional cover (extra charge)

School Journey

The Council arranges a blanket scheme for school journey insurance. The annual premium is calculated on pupil head and covers all school trips. The policy covers staff, pupils and accompanying adults. All schools which have this cover are required to supply details of all their trips on a quarterly basis as at the end of June, September, December and March.

School owned mini buses – quotations on request

Cover can be arranged for school owned minibuses on a comprehensive basis.

Drivers must be over 25 years of age and have passed the Councils Driving Test and hold a full UK driving licence.

Loss of Revenue – quotations on request

More and more schools are making greater use of their premises to earn additional income.

In the event that damage occurs to the buildings or contents, the school may lose a valuable source of income.

The school should assess their maximum likely loss over a two year period, or the period required to completely rebuild the school.

The minimum sum insured is £4,000.

School Lettings/Hirers Policy

As it is unlikely that small groups and individuals hiring school premises have their own liability cover, the Council has effected a Hirers Policy which provides compensation for accidental bodily injury or illness to a third party and accidental loss or damage to property arising as a result of the negligence of the hirer. Indemnity level £2,000,000

The policy has also been extended to cover contractual liability of the hirer up to a limit of £500,000.

The premium for recharge to the hirer is as follows:

	£
Small Meetings	1.00 per session
Weddings, Birthday Parties and Disco's	5.00 per session

All hirers should complete the application form for the Hire of Education Premises.

Details of all lettings should be sent on a quarterly basis, along with a cheque for the premiums collected, to the Insurance Section.

7. Claims handling service:

The Insurance Section provides a comprehensive claims handling service. This involves dealing with all claims including negotiations with Loss Adjusters and Insurers. For liability claims, the Insurance Section acts on behalf of the School, defends the claim where possible and deals with all third party enquiries.

For larger property claims, i.e. over £5000, a site visit is made by either the Risk and Insurance Manager or her deputy, a loss adjuster will be appointed where applicable and arrangements made for emergency works to be carried out. If alternative accommodation is required, arrangements are made and emergency funding can be arranged for additional expenses.

The Insurance Section maintains a database of claims which can provide reports and claim details on request.

Service Standards:

- All claims will be acknowledged within 5 working days of receipt.
- All claims acknowledged to third parties within 3 working days of receipt.
- Following receipt of full claim documentation and agreement of claim, settlement will be made within 20 working days.
- Insurance Section available for enquiries and personal callers, Monday to Friday between the hours of 8.45 am and 5.00pm.
- Site visits made where applicable within 24 hours of the incident occurring.

8. Claims Procedures

Public Liability

Any injury to a pupil must be reported (please refer to LEA Guidance on accident reporting section C10). For an accident involving a third party other than a staff member or pupil a Third Party General Report Form (appendix A) should be completed. This form should also be used for reporting any other incident which could result in a claim being made.

It is essential that any letter or communication from either a claimant and/or their representatives be forwarded immediately to the Insurance Section. Under no circumstances should you enter into any correspondence with the Third Party other than an acknowledgment of receipt.

It is also important that no admission of liability is made as this could invalidate the Insurance cover.

Employers Liability

In accordance with Council practice all incidents involving injury to a member of staff should be reported (please refer to LEA Guidance on accident reporting section C10).

For any other liability claim the documents should be sent to the Insurance Officer who will provide advice.

Woolf Reforms

The pre-action protocols for claims involving personal injury were initially proposed by Lord Woolf as part of his Reforms to the Civil Justice System in England and Wales. These changes were implemented in April 1999.

The protocols are aimed at:

- Tripping and Slipping Claims (Public Liability Claims)
- Employers Liability Claims (excluding disease)
- Road Traffic Accidents Claims

The key aims of the protocols are:

- More pre-action contact between the parties.
- Better exchange of information.
- Better pre-action investigation.
- To put both parties in a position to settle claims early and fairly.
- To reduce litigation.

The claims are split into 2 categories:

Fast Track: Claims under £15,000

Multi Track: Claims over £15,000

From April 1999, the Council and its Insurers have had only 12 weeks from the letter of claim being received to fully investigate the claim and make a decision on liability. If liability is denied, we must give our reasons in writing and must disclose with the letter of denial all documents in our possession that are relevant to the issues.

If we are admitting liability, we are bound by the admission up to the sum of £15,000, where liability is admitted. If contributory negligence is argued, we must disclose documentation relating to issues in dispute.

The tight timescales and the information we will need to obtain within the 12 weeks deadlines can increase the risk of a claim having to be paid. As the Insurance Section depends on schools to provide any information required, we need the full support of all staff to ensure we can meet these statutory protocol deadlines. Failure to comply with the Woolf Protocol will involve us having to pay claims where we could have a defense and incur cost penalties if the claim goes to litigation. A claim will automatically go to litigation if we not made a decision at the 12 week deadline.

The 12 calendar week period for the Woolf Protocol does not make any allowances or exceptions for School or Bank Holidays. Deadlines cannot be extended to accommodate these.

Service Standards – Woolf Protocol

1. All claims will be acknowledged and advised to insurers within 3 working days of receipt by the Insurance Section.
2. Any letter of claim received directly by a school, or another Council department, should be date stamped and faxed to the Insurance Section on 0208 489 3846 or scanned and sent to insurance@haringey.gov.uk on the day of receipt.
3. A report will be requested from the relevant school or department once adequate information is received from the third party or their representative.
4. Report and documentation to be sent to the Insurance Section to arrive no later than 6 calendar weeks after initial request. The Insurance Section will contact the school or department 4 calendar weeks after the initial request, if no information has been received, to remind them of the deadline date and ascertain if there are any problems.
5. Following the initial report and documents supplied, if insurers request further information/documents, the department will be given a further 2 calendar weeks to supply the additional information.
6. The above timetable will allow adequate time for the insurers to make a decision on liability and either repudiate or settle the claim.

Property Claims

All claims should be advised to the Insurance Section using the Insurance Loss Claim Form for Buildings and Contents (Appendix B).

Any claim which is likely to exceed £5,000 should be advised immediately by telephone to the Insurance Officer on 0208 489 3712/3812.

All claims must be received by the Insurance Section **within 28 days** of the incident occurring. Late notification could result in the claim being refused by Insurers.

All losses resulting from malicious damage or theft must be reported to the police and a crime reference obtained.

Emergency repairs to make a property secure or watertight may be carried out immediately. For other repairs one estimate is required for repairs up to £1,000 and two estimates for repairs in excess of £1,000. Agreement must be received from the Insurance Section before repairs proceed. For all claims in excess of £5,000, a visit will be made to the school to assess the loss.

For claims involving content loss, an estimate and copy of original purchase invoice will be required for any individual item valued over £500.

To assist with claims, an inventory of school contents must be kept up to date and in a fire proof container. The inventory must include the security label number to ensure claims will be paid.

Cash Losses

These losses should be reported to the Insurance Section using the Insurance Loss Claim Form for Cash Losses (appendix C).

Fidelity Guarantee

Any suspicion of fraud or dishonesty should be notified to the Head of Audit and Risk Management and the Risk and Insurance Manager who will provide further advice.

Motor Insurance

Any claim involving a vehicle owned by the school and insured by the Council should be reported immediately by telephone to the Insurance Section. A claim form will then be sent to the school for completion.

If the vehicle is on hire from the Councils fleet the report should be made to the Transport Division at Ashley Road Depot on 020 8885 7732.

School Journeys

All claims should be notified in writing to the Insurance Section **within 28 days** of the incident.

If emergency assistance is required whilst on the trip, contact should be made directly to insurers using the details on the medical assistance card. A supply of these cards have been sent to all schools in the scheme.

Please note all losses resulting from theft or loss of property should be reported to the police and a crime reference obtained.

Appendix A

HARINGEY COUNCIL – THIRD PARTY GENERAL REPORT FORM

This form, completed as far as possible, should be sent to the INSURANCE SECTION, Alexandra House, 10 Station Road, London N22 7TR, on the day of the accident and not later than the following day, whether or not any claim has been received.

If any claim or communication is received in respect of the incident, whether before or after the dispatch of this report, it should be sent to the INSURANCE SECTION immediately. **NO CORRESPONDENCE OR DISCUSSION SHOULD BE ENTERED INTO** beyond informing the claimant or writer that the matter has been forwarded to the Insurance Section.

Any claimant who makes a personal call should be requested to write to the Insurance Section at the above address.

THIS FORM SHOULD NOT BE COMPLETED BY CLAIMANTS

1. **Name, address and occupation of the person injured, or of the owner of the property damaged:**

--

2. **Date and time of accident:**

Date:	Time:
--------------	--------------

3. **Place where accident/incident occurred:**

--

4. **Particulars showing how accident occurred:**

--

5. **Nature and extent of injury or damage:**

--

6. **Name and address of witnesses to accident:**

--

7. **Has any intimation of a claim been made?**

--

8. **State to whom the accident was first reported:**

Name:
Date:

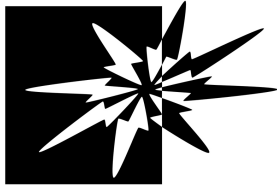
9. **Any other information likely to be of assistance:**

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Signature:
Office Held:

Date:

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Haringey Council

The Children and Young People's Service

**Agenda Item
10**

Report Status

For information/note
 For consultation & views
 For decision

Report to Haringey Schools Forum 26 May 2011

Report Title: School Financial Value Standards

Authors:

Steve Worth, Finance Manager (Schools)

Telephone: 020 8489 3708

Email: Stephen.worth@haringey.gov.uk

Anne Woods, Head of Audit and Risk Management

Telephone: 020 8489 5973

Email: anne.woods@haringey.gov.uk

Purpose: To inform members of the proposed replacement to the Financial Management Standards in Schools and of the proposed new internal audit arrangements.

Recommendations:

1. That members note the report.

1. Background and Introduction.

- 1.1. The Financial Management Standards in Schools (FMSiS) was introduced in 2006-07. The previous government introduced them as part of a drive to improve the strategic management capabilities of school governing bodies. Controls on school surplus balances were also introduced to address concerns that schools were not using the resources allocated to them.
- 1.2. FMSiS required schools to undergo a triennial external assessment. In Haringey, the assessment was carried out by the Internal Audit team, and involved examining the documentary evidence provided by the school to show that it was achieving FMSiS's 102 assessment criteria.
- 1.3. The FMSiS audit formed part of a wider rolling programme of audits, based on risk, but with the intention of ensuring all schools achieved the FMSiS accreditation within the required timescales. This was completed by the deadline on 31 March 2010. Schools had begun to be assessed for re-accreditation of FMSiS during 2010/11.
- 1.4. On 15th November 2010, the Secretary of State for Education announced that FMSiS would cease with immediate effect to be replaced by a simpler system.

2. School Financial Value Standards.

- 2.1. In March the DfE published its proposed replacement, known as the School Financial Value Standards (SFVS). It is intended to introduce the Standard in summer 2011 with it becoming operational from September 2011. In the proposals schools will be expected to conduct an assessment against SFVS once a year, with the first reports from schools due before September 2012. These are expected to be reports to the Local Authority (LA) signed by the Chair of Governors.
- 2.2. The reports will be based on a series of questions that Governing Bodies (GBs) are expected to formally discuss with their head teacher and other senior staff. The DfE will provide advice and tools in relation to each question that GBs can use if they wish.
- 2.3. Each LA's Chief Financial Officer (CFO) is expected to notify to the DfE on the number of reports received and to give assurances that the contents of the reports are taken into account in planning the future programme of audits. The CFO is also expected to give a general assurance that they have a system of audit in place that gives them adequate assurance over schools' standards of financial management and the regularity and propriety of their spending.
- 2.4. The DfE have suggested that each LA should publish the names of schools that have not reported against SFVS.

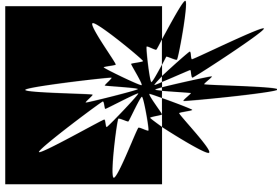
3. Audit Proposals.

- 3.1. Haringey is proposing to include a review of compliance with the SFVS in individual schools as part of the regular schools audit programme rather than introduce a separate and costly additional inspection.
- 3.2. Any school not reporting as required or reporting below an acceptable standard will be prioritised within in the audit programme and may be subject to additional or more frequent audit processes.

4. Recommendations.

- 2. That members note the report.**

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Haringey Council

The Children and Young People's Service

**Agenda Item
11**

Report Status

For information/note
 For consultation & views
 For decision

Report to Haringey Schools Forum 26 May 2011

Report Title: School Budgets 2011-12

Authors:

Neville Murton – Head of Finance (Children and Young People's Service)
 Contact: 0208 489 3176 Email: neville.murton@haringey.gov.uk

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

Purpose: To update members on the pupil numbers and budget allocations for 2011-12.

Recommendations:

That members note the report.

1. Background and Introduction.

- 1.1. A report to the Schools Forum on 17th January 2011 set out the proposed DSG Budget Strategy for 2011-12. The recommendations of the Forum were reported to Haringey Council's Cabinet on 8th February 2011.
- 1.2. The Budget Strategy took as its starting point a continuation of the January 2010 pupil numbers of 32,084 and a Dedicated Schools Grant (DSG) of £204.615m. The various January censuses gave a figure of 33,003 and a DSG of £208.144m. These figures are still subject to data checking by the Authority and by the Department for Education (DfE) and will change marginally before the Department confirms the final DSG in June.

2. Deprivation Funding.

- 2.1. Once the additional cost of the extra pupils had been met and the contingencies agreed by the Forum on 17th February 2011 set aside, the headroom was distributed through Additional Educational Need (AEN) factors and the Deprivation Supplement.
- 2.2. The Forum and Council had previously agreed that funding should be directed as far as possible at deprivation, with a target of 16% of the Individual Schools Budget allocated in this way. The additional headroom from the higher pupil numbers, combined with the redirection of funding released by the negative Minimum Funding Guarantee means that the combined AEN and Deprivation Supplement totalled 15.89% of the funds available, and may exceed 16% depending on the call on contingencies.
- 2.3. In addition, the newly introduced Pupil Premium resulted in an allocation of £4.3m for maintained schools.
- 2.4. The redirection of funding into deprivation factors plus the introduction of the Pupil Premium has resulted in a differential impact on schools with those serving more deprived populations generally faring better than those serving more affluent areas. The year on year changes per school are shown in Appendix 1.

3. Early Years Single Funding Formula.

- 3.1. This was newly introduced in April 2011 and will be the subject of a report to the next meeting of the Forum.

4. Extended Schools.

- 4.1. An update on this will follow as soon as possible.

5. Recommendations.

- 1. That members note the report.**

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School Budget Shares Year on Year Comparison.

DfES	Pupil Numbers Jan 2010	Adjusted School Budget Share (SBS) 1	2010-11 Budgets and Grants		2011-12 Budgets		Pupil Numbers Jan 2011	Adjusted SBS including Minimum Funding Guarantee 1	Cash Increase £	% Increase	Pupil Premium £	Total Cash £	Total %	Change
			Universal Grants in 2010-11	Other Grants	SBS for Comparison	Other 2010-11 Grants								
PRIMARY SCHOOLS														
Alexandra Primary	2078	212.0	928,411	162,380	10,801	1,101,592	216	1,130,726	29,134	2.64	48,160	77,294	7.02	
Belmont Infant	2003	193.0	786,215	84,745	560	871,520	203	908,370	36,850	4.23	18,060	54,910	6.30	
Belmont Junior	2002	199.0	739,888	107,582	10,241	857,710	205	865,670	7,960	0.93	24,940	32,900	3.84	
Bounds Green Infant	2005	214.5	876,547	114,352	16,560	1,007,459	221	1,022,475	15,016	1.49	24,510	39,526	3.92	
Bounds Green Junior	2004	225.0	864,594	148,312	15,511	1,028,417	226	1,016,828	-11,588	-1.13	37,410	25,822	2.51	
Broadwater Farm Primary	2077	437.5	1,762,960	267,280	14,822	2,045,062	437	2,080,369	35,307	1.73	74,820	110,127	5.39	
Bruce Grove Primary	2083	433.0	1,703,209	361,445	53,563	2,118,217	444	2,156,906	38,689	1.83	71,810	110,499	5.22	
Campsbourne Infant	2009	188.0	787,897	0	0	787,897	189	840,104	52,207	6.63	21,930	74,137	9.41	Some combined allocations
Campsbourne Junior	2008	208.0	820,435	269,465	27,002	1,116,902	212	1,118,514	1,612	0.14	39,130	40,742	3.65	Some combined allocations
Chestnuts	3511	391.0	1,477,216	245,588	28,223	1,751,027	402	1,789,985	38,958	2.22	48,590	87,548	5.00	
Coldfall Primary	2029	592.0	2,044,140	190,392	13,442	2,247,973	627	2,319,580	71,607	3.19	20,640	92,247	4.10	
Coleraine Park Primary	2010	395.0	1,752,512	311,540	20,312	2,084,365	384	2,135,523	51,158	2.45	70,950	122,108	5.86	
Coleridge Primary	2058	629.0	2,279,076	229,828	25,641	2,534,545	701	2,811,449	276,904	10.93	33,110	310,014	12.23	Expanding school
Crowland Primary	2075	395.0	1,498,884	260,744	28,522	1,788,149	401	1,811,425	23,276	1.30	39,990	63,266	3.54	
Devonshire Hill Primary	2015	450.0	1,805,282	301,385	38,343	2,145,009	454	2,176,429	31,419	1.46	79,980	111,399	5.19	
Downhills Primary	2087	439.0	1,710,682	313,195	43,881	2,067,759	445	2,116,151	48,392	2.34	81,700	130,092	6.29	
Earlham Primary	2080	402.5	1,603,292	374,059	20,282	1,997,634	420	2,066,020	68,386	3.42	68,370	136,756	6.85	
Earlmead Primary	2020	410.0	1,615,025	279,406	23,043	1,917,474	424	2,000,046	82,573	4.31	74,820	157,393	8.21	
Ferry Lane Primary	2065	194.5	813,442	138,771	25,055	977,267	201	998,355	21,088	2.16	26,660	47,748	4.89	
The Green CE Primary	3301	215.0	866,158	154,469	10,241	1,030,869	214	1,039,019	8,150	0.79	22,790	30,940	3.00	
Highgate Primary	2022	401.5	1,459,996	166,253	23,277	1,649,527	402	1,645,926	-3,601	-0.22	35,260	31,659	1.92	
Lancasterian Primary	2025	426.0	1,700,763	280,504	33,382	2,014,649	437	2,102,995	88,346	4.39	82,130	170,476	8.46	
Lea Valley Primary	2063	447.0	1,758,256	345,229	42,781	2,146,266	451	2,193,645	47,379	2.21	97,180	144,559	6.74	
Lordship Lane Primary	2082	646.0	2,520,677	405,417	40,534	2,966,628	671	3,128,500	161,872	5.46	135,020	296,892	10.01	
Mulberry Primary	3001	601.5	2,747,646	435,962	10,241	3,193,849	651	3,546,809	352,960	11.05	117,820	470,780	14.74	
Muswell Hill Primary	2085	419.0	1,376,035	145,134	25,587	1,546,757	418	1,528,540	-18,217	-1.18	18,490	273	0.02	
Nightingale Primary	2064	382.0	1,505,385	260,424	42,661	1,808,471	393	1,858,665	50,195	2.78	56,330	106,525	5.89	
Noel Park Primary	2086	530.5	2,110,976	364,304	51,014	2,526,294	554	2,678,065	151,771	6.01	108,790	260,561	10.31	
North Harringay Primary	3512	444.0	1,763,029	331,322	19,934	2,114,286	419	2,016,722	-97,564	-4.61	65,790	-31,774	-1.50	
Our Lady of Muswell RC Primary	3500	426.5	1,427,955	141,580	12,802	1,582,337	428	1,570,292	-12,045	-0.76	11,180	-865	-0.05	
Rhodes Avenue Primary	2072	447.0	1,495,049	143,399	26,641	1,665,090	454	1,782,908	117,818	7.08	7,310	125,128	7.51	Expanding school
Risley Avenue Primary	2084	648.5	2,598,319	445,752	27,797	3,071,868	654	3,162,166	90,298	2.94	126,850	217,148	7.07	
Rokesly Infant	2042	290.0	1,134,158	129,135	15,400	1,278,693	297	1,284,529	5,836	0.46	27,950	33,786	2.64	
Rokesly Junior	2041	340.0	1,176,962	153,154	31,714	1,361,831	344	1,354,028	-7,802	-0.57	38,700	30,898	2.27	
St Aidan's Primary	3000	231.0	834,086	91,770	33,201	959,057	236	961,684	2,626	0.27	12,040	14,666	1.53	
St Ann's CE Primary	3304	231.0	936,670	140,077	35,362	1,120,109	226	1,093,208	-18,901	-1.70	29,240	10,339	0.93	
St Francis de Sales RC Infant	3507	297.5	1,191,844	130,639	15,400	1,337,884	303	1,369,386	31,502	2.35	39,560	71,062	5.31	
St Francis de Sales RC Junior	3501	352.0	1,203,884	169,121	23,077	1,396,084	351	1,394,257	-1,824	-0.13	48,160	46,336	3.32	
St Gildas' RC Junior	3509	229.0	815,615	126,185	16,642	958,441	225	930,873	-27,569	-2.88	12,900	-14,669	-1.53	
St Ignatius RC Primary	3502	382.5	1,414,977	258,621	10,241	1,683,839	388	1,744,000	60,160	3.57	55,470	115,630	6.87	
St James' CE Primary	3303	220.5	768,924	76,211	10,241	855,376	222	845,908	-9,468	-1.11	860	-8,608	-1.01	
St John Vianey RC Primary	3510	218.0	841,440	96,704	10,421	948,565	225	969,395	20,831	2.20	20,210	41,041	4.33	
St Martin of Porres RC Primary	3508	225.5	827,400	78,016	10,981	916,397	221	889,522	-26,875	-2.93	2,580	-24,295	-2.65	
St Mary's CE Infant	3306	205.0	864,469	93,026	0	957,496	208	998,388	40,894	4.27	24,510	65,404	6.83	
St Mary's CE Junior	3305	201.0	763,384	102,408	16,822	882,614	208	904,647	22,032	2.50	29,240	51,272	5.81	
St Mary's RC Infant	3503	204.5	828,776	116,446	0	945,222	206	980,972	35,750	3.78	22,790	58,540	6.19	
St Mary's RC Junior	3505	232.0	808,515	149,398	21,763	979,676	230	984,933	5,257	0.54	27,950	33,207	3.39	
St Michael's CE Primary N6	3302	442.0	1,468,004	131,675	16,642	1,616,321	446	1,612,254	-4,067	-0.25	10,320	6,253	0.39	
St Michael's CE Primary N22	3307	179.0	718,913	98,122	20,663	837,698	184	860,414	22,716	2.71	17,200	39,916	4.76	
St Paul's & All Hallows CE Infant	3300	230.0	965,451	113,608	0	1,079,059	230	1,133,358	54,299	5.03	22,790	77,089	7.14	
St Paul's & All Hallows CE Junior	3308	230.0	823,205	118,284	12,397	953,886	233	981,333	27,447	2.88	34,830	62,277	6.53	

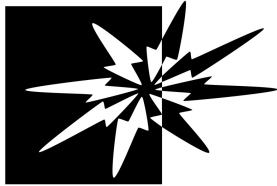
School Budget Shares Year on Year Comparison.

DfES	Pupil Numbers Jan 2010	Adjusted School Budget Share (SBS) 1	Universal Grants in 2010-11	Other 2010-11 Grants	SBS for Comparison	Pupil Numbers Jan 2011	Adjusted SBS including Minimum Funding Guarantee 1	%			Total Cash	Total %
								Cash Increase	Increase	Total %		
St Paul's RC Primary	3504	198.5	779,337	108,509	42,041	204	936,241	6,355	0.68	27,520	33,875	3.64
St Peter in Chains RC Infant	3506	174.0	665,387	66,681	0	175	725,172	-6,897	0.94	9,460	2,563	0.35
Seven Sisters Primary	2088	416.0	1,722,222	284,480	50,402	428	2,044,178	7,075	0.35	47,300	54,375	2.67
South Harringay Infant	2046	209.5	879,573	148,331	0	220	1,072,959	46,056	4.38	26,660	71,716	6.98
South Harringay Junior	2045	218.0	852,067	149,991	19,598	214	1,023,998	2,341	0.23	38,700	41,041	4.02
Stamford Hill Primary	2047	214.0	966,224	142,250	16,338	234	1,231,141	104,329	9.26	39,990	144,319	12.81
Stroud Green Primary	2079	387.5	1,572,651	242,680	15,362	378	1,803,032	-27,661	1.51	58,910	31,249	1.71
Tetherdown Primary	2031	330.0	1,178,238	108,346	10,241	360	1,370,273	73,447	5.66	3,010	76,457	5.90
Tiverton Primary	2057	402.0	1,527,014	248,165	19,358	397	1,840,290	46,754	2.55	67,940	113,694	6.34
Welbourne Primary	2062	448.5	1,720,813	275,592	58,521	458	2,115,299	60,373	2.94	70,090	130,463	6.35
West Green Primary	2051	226.5	1,063,830	167,560	14,878	231	1,271,779	25,511	2.05	40,420	65,931	5.29
Weston Park Primary	2076	231.0	857,395	89,202	14,082	238	969,208	8,530	0.89	10,320	18,850	1.96
Total Primary Schools	21,039	81,373.384	12,164,602	1,344,485	94,882,471	21,479	97,315,839	2,433,368	2.56	2,708,140	5,141,508	5.42
SECONDARY SCHOOLS												
Alexandra Park	4036	1,080.0	6,765,292	886,000	204,306	1,074	7,990,907	135,309	1.72	92,020	227,329	2.89
Fortismere	4032	1,213.0	7,757,251	602,349	345,064	1,211	8,722,480	17,817	0.20	52,460	70,277	0.81
Gladesmore	4033	1,246.0	6,866,882	1,346,256	261,747	1,275	8,535,989	61,104	0.72	332,390	393,494	4.64
Hearlands	4705	823.723	823,723	303,222	19,292	159	2,148,978	1,002,741	87.48	29,240	1,031,981	90.03
Highgate Wood	4030	1,196.0	6,665,807	892,193	217,254	1,210	7,843,755	68,502	0.88	121,260	189,762	2.44
Hornsey	4029	1,180.0	6,823,070	911,884	378,760	1,135	7,746,080	-367,634	4.53	188,770	-178,864	-2.20
John Loughborough	5900	247.0	1,438,789	341,262	25,920	284	2,093,170	293,200	16.24	24,940	318,140	17.62
Northumberland Park	4031	1,028.0	5,718,483	1,155,935	236,893	1,032	7,265,995	154,684	2.18	228,330	383,014	5.39
Park View	4037	1,212.0	6,228,725	1,263,989	203,991	1,181	7,732,133	35,428	0.46	189,200	224,628	2.92
St Thomas More	4703	697.0	4,479,142	657,545	227,792	611	5,148,729	-215,751	4.02	99,330	-116,421	-2.17
Woodside High	4034	885.0	4,875,866	937,584	245,271	838	6,048,841	-9,880	0.16	188,770	178,890	2.95
Total Secondary Schools	9,984	58,443.029	9,298,218	2,366,290	70,107,537	10,010	71,283,056	1,175,519	1.68	1,546,710	2,722,229	3.88
SPECIAL SCHOOLS												
Blanche Nevile	7000	1,721.430	1,721,430	105,975	5,125	1,832,494	1,832,494	-36	0.00	15,050	15,014	0.82
Moselle	7006	1,065.745	1,065,745	56,581	3,207	1,157,283	1,157,283	31,750	2.82	12,542	44,292	3.94
Vale	7001	2,567.132	2,567,132	136,858	5,957	2,709,947	2,711,420	1,473	0.05	17,200	18,673	0.69
William C Harvey	7005	749.107	749,107	55,165	1,785	806,056	795,494	-10,563	1.31	3,225	-7,338	-0.91
Total Special Schools		6,103.414	6,103,414	354,577	16,074	6,474,065	6,496,691	22,625	0.35	48,017	70,642	1.09
NURSERY SCHOOLS												
Pembury	1000	70.0	584,591	51,958	0	63	652,124	15,575	2.45	0	15,575	2.45
Rowland Hill	1001	70.0	621,984	41,461	0	79	734,178	70,733	10.66	0	70,733	10.66
Woodland Park	1003	44.0	420,043	47,317	0	49	543,620	76,260	16.32	0	76,260	16.32
Total Nurseries		1626.618	1,407,336	140,736	0	1,767,354	1,929,922	162,568	9.20	-	162,568	9.20
Haringey Sixth Form Centre		6,870.456	6,870,456	392,413	8,800	7,271,669	7,575,454	303,785	4.18	0	303,785	4.18
Grand total		154,416.902	22,350,546	3,735,649	180,503,097	31,489	184,600,962	4,097,865	2.27	4,302,867	8,400,731	4.65

Notes
1. The budget shares for both years exclude funding for individual pupils with statements of special educational needs and NNDR.

Comparison uses 5/12th budgets.
Comparison uses 5/12th budgets.

New School



Haringey Council

The Children and Young People's Service

**Agenda Item
12**

Report Status

For information/note
 For consultation & views
 For decision

Report to Haringey Schools Forum 26th May 2011

Report Title: Working Party and Work Plan Update.

Authors:

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Purpose:

To keep Members of the Forum updated on the Forum's working parties and Work Plan.

Recommendations:

Members note the report.

Members agree to dissolve the Constitution Working Party.

1. Background and Introduction.

- 1.1. From time to time the Forum sets up a Working Party (WP) to take forward particular pieces of work. The following working parties currently exist:
- Area Cost Adjustment (ACA) WP
 - Early Years Single Funding Formula (EYSFF) WP
 - Best Value WP BV
 - Constitution WP
- 1.2. Each is considered further below.

2. ACA WP

- 2.1. The WP was set up to take forward the Forum's campaign to get a fair Area Cost Adjustment for Haringey within the changes expected to be made to the Dedicated Schools Grant in 2011-12.
- 2.2. Following the change in government in May 2010, the expected DSG changes were put on hold and the ACA WP has not met recently.
- 2.3. A new consultation by the DfE on the future of school funding, which includes ACA considerations, has been dealt with by a special meeting of the Forum and e-mail correspondence.
- 2.4. No further meetings of the WP are scheduled, but it will be reconvened if necessary.

3. EYSFF WP

- 3.1. The EYSFF WP last met on 6 January 2011, the EYSFF agreed at that meeting was subsequently endorsed by the Forum and agreed by Haringey's Cabinet.
- 3.2. A further meeting is recommended towards the end of June to review the implementation of the formula.

4. Best Value WP

- 4.1. This WP has not meet for some time due to other officer commitments. The remit of the group is important and will be increasingly so in the future. It is proposed that the group be reconvened in the autumn term following the restructuring of Corporate Finance.

5. Constitution WP

- 5.1. The WP has not needed to meet since the revised Constitution was agreed in September 2010. It is proposed that the WP be dissolved.

Membership of the working parties (excluding officers) is shown overleaf.

Forum Members, Substitutes and Observers on Working Parties.

Area Cost Adjustment (ACA) WP

Tony Brockman
Tony Hartney
Melian Mansfield
Cal Shaw

Early Years Single Funding Formula (EYSFF) WP

Val Bucket
Tony Brockman
Hasan Chawdhry
Melian Mansfield (C)
Sarah Crowe
Susan Tudor-Hart
Cllr. Zena Brabazon

Best Value WP

Tony Brockman
Andrew Wickham
Laura Butterfield
Bill Barker

Constitution WP

Tony Brockman (C)
Melian Mansfield
Nathan Oparaeche
Cllr. Lorna Reith

Proposed Date	Proposed Reports
31 st March 2011 – Meeting cancelled	Haringey Council's Scheme for Financing Schools. – Rescheduled to 30 June
	School funding. Rescheduled to Special meeting 19 May.
	Arrangements for insurance – Rescheduled to 26 May
	Review of full-time nursery places.
26 th May 2011	Update on school budgets. School funding – Taken at Special Meeting 19 May.
	Review of full-time nursery places – rescheduled to 30 June
	Arrangements for free school meals Rescheduled 30 June.
	Arrangements for insurance – Rescheduled from 31 March.
	School Financial Value Standards – New item Carbon Reduction Commitment
	Arrangements for the use of pupil referral units and the education of children otherwise than at school. Rescheduled 30 June.
30 th June 2011	School funding.
	School Outturn and Surplus Balances
	Arrangements for the use of pupil referral units and the education of children otherwise than at school. Rescheduled from 26 May.
	Haringey Council's Scheme for Financing Schools. – Rescheduled from 31 March
	Arrangements for free school meals Rescheduled from 26 May.
	Arrangements for the election of Chair and Vice-chair.
	Arrangements for the education of pupils with special educational needs
	Review of full-time nursery places.
22 nd September 2011	School funding.
	Section 52 benchmarking 2011-12 budgets and 2010-11 outturn
	Election of Chair and Vice-chair.
	Review of full-time nursery classes.
9 th December 2011	School funding.
	School Budget 2012-13
	Forward Plan
	Schools Forum Budget 2012-13
	Annual report on arrangements for early years education

26 th January 2012	Schools Budget 2012/13
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