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## Haringey Schools Forum

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WEDNESDAY, 3RD JULY, 2013 at 16:00 HRS - PROFESSIONAL DEVELOPMENT CENTRE, DOWNHILLS PARK ROAD N17.

### **AGENDA**

- 1. CHAIR'S WELCOME**
- 2. APOLOGIES AND SUBSTITUTE MEMBERS**
- 3. DECLARATIONS OF INTEREST**

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

- 4. MINUTES OF THE MEETING OF 23 MAY 2013 (PAGES 1 - 8)**
- 5. MATTERS ARISING**
- 6. ALTERNATIVE PROVISION (PAGES 9 - 10)**
- 7. TWO YEAR OLD FUNDING FORMULA (PAGES 11 - 30)**

To consult the Forum on proposed funding formula for two year old free entitlement places in Haringey.

- 8. SCHOOL BUDGET RETURNS 2013/14 (PAGES 31 - 34)**

To brief the Forum on the submission of schools' budget plans for 2013/14 and to highlight deficit issues

- 9. SCHOOLS AND DEDICATED SCHOOLS BUDGET OUTTURN 2012/13 (PAGES 35 - 44)**

- (i) To advise the Schools Forum of the latest Dedicated Schools Grant allocation for 2013-14.
- (ii) To advise the Schools Forum of the Schools Budget carry forward from the 2012-13 financial year and the balances carried forward by individual schools.
- (iii) To request the appointment of a panel of the Forum to allocate the contingency for schools in financial difficulty.

**10. REVIEW OF ACADEMY MEMBERSHIP OF THE FORUM (PAGES 45 - 48)**

To update the Forum on further membership changes.

**11. FEEDBACK FROM WORKING GROUPS**

- Funding Reform
- High Needs
- Early Years

**12. WORK PLAN FOR ACADEMIC YEAR 2013/14 (PAGES 49 - 52)**

To inform the Forum of the workplan for 2013/14 and to provide members with an opportunity to add additional items.

**13. ANY OTHER URGENT BUSINESS**

**14. DATE OF FUTURE MEETINGS**

26 September 2013  
24 October 2013 (provisional)  
5 December 2013  
16 January 2014  
27 February 2014  
22 May 2014  
3 July 2014

MINUTES OF THE SCHOOLS FORUM MEETING  
THURSDAY 23 MAY 2013

**Schools Members:****Headteachers:**

**Special (1)** - Martin Doyle \* (Riverside),

**Children's Centres (1)** - Julie Vaggers \* (Rowland Hill),

**Primary (7)** Evelyn Pittman (A)(Tetherdown), Maxine Patterson (A)(Ferry Lane), \*Fran Hargroves ( St Mary's CE), \*Will Wawn (Bounds Green) Linda Sarr (A) ( St Ann's), Cal Shaw ( Chestnuts), \*Julie D'Abreu (Devonshire Hill)

**Secondary (4)** \*Alex Atherton (Park View), \*Tony Hartney (Gladesmore), \*Monica Duncan (Northumberland Park), \*Simon Garrill (Heartlands)

**Academies (2)** Paul Sutton (Greig City),\* Michael McKenzie (Alexandra Park)

**Governors:**

**Special (1)** \*Vik Seeborun (The Vale)

**Children's Centres (1)** \*Melian Mansfield (Pembury)

**Primary (7)** Miriam Ridge (Our Lady of Muswell), \*Asher Jacobsberg (Welbourne),\* Louis Fisher (Earlsmead), \*Laura Butterfield (Coldfall), Andreas Adamides(A) (Stamford Hill), \*Jan Smosarski(A) (Bruce Grove),\*Sandra Carr (St John Vianney)

**Secondary (4)** \*Liz Singleton (Northumberland Park),\* Imogen Pennell (Highgate Wood), \*Marianne McCarthy (Heartlands), \*Keith Embleton (Hornsey)

**Non School Members:-**

**Non – Executive Councillor** - \*Cllr Zena Brabazon

**Professional Association Representative** - Julie Davies

**Trade Union Representative** - Pat Forward

**14-19 Partnership** - \*June Jarrett

**Early Years Providers** - \*Susan Tudor-Hart

**Faith Schools** - Mark Rowland (A)

**Observers:-**

**Cabinet Member for CYPS** (\*Cllr Ann Waters)

**Education Funding Agency**

**Also attending:**

Steve Worth\*, Finance Manager (Schools)

Wendy Sagar\*, Interim Head of CYPS Finance

Carolyn Banks (A), Clerk to Forum

Jan Doust (A), Deputy Director, CYPS

Paul Senior\*, Consultant

Phil Di Leo, Head of Service to Children & Young People with Additional Needs & Disability

Kirstie Watkins, Head of Inclusion

Ros Cooke\*, Head of Early Years

Anne Woods, Head of Audit and Risk Management.

\*Members present

A Apologies given

**MINUTES OF MEETING OF THE SCHOOLS FORUM  
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TONY HARTNEY [CHAIR] IN THE CHAIR

MINUTE NO.	SUBJECT/DECISION	ACTION BY
1.	<b>CHAIR'S WELCOME</b>	
1.1	The Chair welcomed everyone to the meeting. Introductions were made around the room for the benefit of colleagues..	
2.	<b>APOLOGIES AND SUBSTITUTE MEMBERS</b>	
2.1	Apologies for absence were received from Carolyn Banks, Miriam Ridge, Linda Sarr, Evelyn Pittman, Andreas Adamides and Alex Atherton and Jan Doust.	
2.2	<p>Annette Manley was substituting for Linda Sarr.</p> <p>A question was raised as to whether potentially any members whose schools converted to academy status mid-year would remain eligible to continue as a member of the forum as this would change the representational mix.</p> <p>It was resolved that if this should this happen they would continue for the remainder of the academic year and the place would be refilled the following academic year with new members to proportionately fill roles.</p>	
3.	<b>DECLARATION OF INTEREST (Agenda Item 4)</b>	
3.1	Alex Atherton notified the forum that he would withdraw from the room during the vote on the JLS item.	
4.	<b>MINUTES OF MEETING HELD ON 28 March 2013 (Agenda Item 5)</b>	
4.1	<b>AGREED:</b> The minutes of the meeting were agreed as a true record.	
5.	<b>MATTERS ARISING</b>	
5.1	There were no matters arising that were not covered on the agenda.	
6.	<b>THE SCHOOLS INTERNAL AUDIT PROGRAMME (Agenda Item 6)</b> <i>report for information/note/consultation/decision</i> Anne Woods	
6.1	<p>In the past three years the levels of 'limited assurance' ratings as outcomes from schools who have had financial audits in Haringey have been concerning.</p> <p>Where the outcome has been limited assurance a pattern is emerging that schools have identified good controls, but do not always put those controls into practice.</p> <p>There have been serious compliance gaps identified and there are some commonalities across schools which include:</p> <p>Scheme of delegation, not reviewed or signed.</p> <p>Not signing off minutes where recommendations have been made.</p> <p>Not having an inventory.</p> <p>Unsigned policies.</p> <p>No committee terms of reference, or not reviewed.</p>	

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	A fuller list had been circulated with the papers for the meeting which was noted by members.	
6.2	Anne informed the forum that she had spoken to Headteachers at their primary and secondary Headteacher meetings, and an audit checklist which forms the framework of financial audits has been circulated. The forum <b>RESOLVED</b> that the checklist should be circulated to all schools.	
6.3	Members noted that it is about getting better at getting the basics right. It was planned that a training session/workshop will be provided for school staff. It was <b>RESOLVED</b> that workshops for staff should be provided.	
6.4	It was noted that the SFVS is a financial self-evaluation tool. Financial Audits takes into account the original FMSiS framework.  A checklist of audit requirements had been circulated to Headteachers, it was noted and agreed that it would be useful for governors to also have the checklist. It was noted that Anne would be delivering training to governors on 3 <sup>rd</sup> June 2013. It was noted that the training date of 3 <sup>rd</sup> June had been re-circulated to governors the previous day. It was <b>RESOLVED</b> that the checklist is circulated to governors.	
6.5	The was a query raised regarding LA signatories and whether the LA could let schools know who the current two people are. It was highlighted that there is a group of officers able to act in this capacity.	
7.	<b>CLOSURE OF JOHN LOUGHBOROUGH SCHOOL (Agenda Item 7) report for information/note/consultation/decision</b> Steve worth.	
7.1	Report brings to attention financial impact of the potential closure of JLS school.	
7.2	It was noted that the governing body had referring the Council's decision to close the school on 31 <sup>st</sup> August 2013 to the schools adjudicator. If JLS closes on 31 <sup>st</sup> August £1.28million of delegated funding is released.	
7.3	A major concern for the Council is to minimise the educational disruption of the Year 10 cohort. The LA have talked to Park View regarding offering continuity to the Yr10 pupils by forming bulge classes at Park View.	
7.4	The report sets out the need to advertise for staff before the adjudicator reaches a decision and that this poses a significant risk to Park View.  The LA is therefore seeking the Forum's agreement that funding will be made available to Park View to underwrite the risk to the school.	
7.6	Members queried what other alternatives are available. It was highlighted that:  Consultation revealed pupils at JLS wanted to stay together as a cohort.  If it was not possible to form a bulge class the pupils would be dispersed through other schools which was not a satisfactory approach.	

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7.7	The LA are recommending that the Forum agree in principle to underwrite the costs of Park View and that a further report will be presented to the Forum in September giving an update on the position and estimated costs.	SW/WS
7.8	<b><i>Alex Atherton and Will Wawn left the meeting at this point.</i></b>	
7.9	The forum voted unanimously in favour of the principle to support Park View by underwriting the risk to the school. <b><i>Alex Atherton and Will Wawn rejoined the meeting at this point.</i></b>	
7.10	It was confirmed because of the faith element of JLS the school has a wide in take area, a higher than average proportion of pupils in JLS are from out of borough.	
7.11	<b><i>It was noted that the closing date for admissions is 24<sup>th</sup> May 2013, and should the changes go ahead as planned younger siblings may also want to attend Park View.</i></b>	
8.	<b>EARLY YEARS FUNDING FORMULA FOR TWO YEAR OLDS AND THE PROVISION OF EARLY EDUCATION PLACES</b>	
8.1	It was noted that LAs are required by the DfE to create a single funding formula for 2 yr old provision.	
8.2	It was noted that there are DfE proposals that LAs may be required to use a single rate for all providers. The required increase in the number of places to meet DfE targets is challenging. For September there are 600 additional places and an additional anticipated 800 places 2014. Children eligible are those who would have FSM or come from families with less than 16k household income.	
8.3	The consultation document was attached as an appendix to the report. A further report will come back to this group in July for formal consultation.	
8.4	It was noted that the plasc data for EYFS in the third week of term is a risk and not aligned to other PLASC dates. It was noted that for 3 year olds funding is counted from time of the PLASC collection date.	
8.5	It was noted that there will be implications for nursery schools, there are questions and issues about rates and different costs in different sectors and the role and function of nursery schools.	
8.6	There are three centres in the LA that will need to look at how they model and commission provision at the rates funded by the DfE. Many private providers may also consider the funding level too low. Playgroup type provision may be the only way providers are able to meet provision at this level of funding.	
8.7	There is £700k capital funding, which is insufficient for 1500 places. It was highlighted that if funding was cut back in the second year and only a flat rate was available some providers may withdraw. It was noted that changes in funding meets need of central governments funding cuts.	
8.8	It was suggested that a cohesive strategy is needed for early intervention including children's centre. Jon Abbey agreed to speak to Jan Doust and Ann Walters regarding this.	Jon Abbey

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9.	<b>ALTERNATIVE PROVISION</b> (Agenda Item 9) <i>report for information/note</i> Taken as 4th item.	
9.1	Paul Senior has been commissioned by the LA to look at several departments including alternative provision and education otherwise than at school. There is a national requirement regarding alternative provision.	
9.2	Page 3 of the supporting papers lays out an executive summary. The Forum was informed that recommendations will be made that address the current needs of Haringey pupils and pulls together best practice and models from across the country.	
9.3	A project board has been set up with representation from the Schools Forum and the Octagon PRU IEG along with other stake holders. In response to a question regarding representation from the Schools Forum on the project board it was recommend and <b>AGREED</b> that Tony Hartney fills that role.	
9.4	It was noted that Schools Forum would like a representative from The Octagon to join the Forum. Jon Abbey agreed to source someone.	Jon Abbey
9.5	It was noted that the process of structural change can start by 1 <sup>st</sup> April 2014. Consultation will take place with relevant stakeholders.	
9.6	In response to a question regarding comparisons to the declining exclusion figures in other LAs when Haringey's were rising it was highlighted that a mapping exercise to identify needs and fill gap will be undertaken as part of the proposed changes.	
9.7	It was explained that there are several models across the countries for section 19 provision. The LA has the responsibility to ensure that pupils receive an appropriate quality education.	
9.8	It was noted that use of The Octagon building will be reviewed.	
9.9	A member commented that in evidence based practice, young people can drop out when services are commissioned by external providers.	
9.10	It was highlighted that the forum has not been receiving data regarding exclusion numbers and where the pupils are being excluded from.  Paul Senior reassured the Forum that recommendations will be based on what works for pupils and what will work in Haringey, data and evidence will be considered.	
9.11	It was questioned how are schools and governors held to account if responsibilities and funding are devolved/ delegated to schools.	
9.12	It was <b>RESOLVED</b> that this will be a standing agenda item on schools forum.	CLERK
9.13	It was confirmed that the LA will look at data to commission needs led outcome focussed bespoke solutions.	
9.14	It was confirmed that current progress was on track to meet the identified milestones contained in the appendix.	
9.15	It was noted that the current unit cost at The Octagon is high, which is not sustainable.	
9.16	A cultural shift is needed regarding to commissioning and allowing data to inform need.	
9.17	A strategic review of alternative provision is being undertaken it was	

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	noted that some providers worked across different LAs and offered different rates. It was noted that quality assurance measure needed to be inbuilt into commissioning strategies.	
9.18	It was noted that the report responds to requirements of the Taylor Report.	
10.	<b>FORUM CODE OF CONDUCT</b>	
10.1	A draft proposal was circulated with the papers.  It was agreed to remove the last sentence in point 7.  The forum <b>AGREED</b> to adopt the code of conduct.	
11.	<b>FEEDBACK FROM WORKING GROUP</b> taken as item 6.	
11.1	Funding reform.	
11.1.1	The funding reform working group had met once and are looking at the funding formula for 2014-2015.  If the DfE sticks to its published there will be a national funding formula in 2015.	Workshop members
11.1.2	The DfE have a produced map of funding allocations across the country which can be used as a bench marking tool.	
11.1.3	The funding reform workshop group will look at centrally retained budget and will make recommendations to forum in due course.	
11.2	High Needs- Phil Di Leo.	
11.2.1	Members noted the progress report in their papers. It was highlighted that all schools and recoupment academies have received notional budgets and indication of any tops up. For Academies the change in stated funding begins in September.	
11.2.2	Blanche Nevile has approximately 44 pupils from several local authorities. They have not received any funding as yet from these LAs although invoices have been sent. The position is being monitored for any long term issues arising.	
11.2.3	It was noted that there could have been a longer lead in period for the changes as all LAs are struggling to set up new payment arrangements, agree funding requests etc.	
11.2.4	On page 13 there is a model protocols from LGA which can be signed by both the schools and the LA.  The agreement is future proofed for Education, Care and Health Plans.	
11.2.5	It was noted that top-up funding will not paid if long term illness or exclusion. Money should move as close as real time as possible.	
11.2.6	The education provision will be costed in new statements and the number of support hours will be phased out from the statement.	
11.2.7	There could be opportunities for cross school commissioning of specialist support.	
11.2.8	Schools will need to publish a local offer for SEN in 2014.	



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	<p>A newly formed SENCO working party is looking at local offer models. It is envisaged that the offer will be co-produced with parents.</p> <p>The offer should address how schools meet need of pupils at school action and school action plus.</p>	
11.2.9	Top up funding bands for special schools have been agreed.	
11.2.10	<p>It was noted that the North London Strategic Alliance with neighbouring LAs is working on the post 16 funding reforms.</p> <p>The alliance has recently met with the funding agency and local councils.</p>	
11.2.11	<p>Attempts are being made to track 23-24 years olds, and there educational provision, working with colleges. This area remains challenging and a potential area for concern.</p> <p>The workgroup will have dedicated meeting regarding post 16 provision in June.</p>	
11.2.12	It was noted that Haringey is at same place in setting up systems to pay out of borough schools.	
11.2.13	<p>Members queried how schools will the determine cost of their local offer, how is funding given to parents to purchase provision.</p> <p>Schools will be able to cost their Local Offer in the same way that they cost their current provision maps. It is advised that this information is made available to parents. The Pathfinders are piloting using the top-up funding to support parents to purchase elements of education provision.</p> <p>It was noted that there are 20 pathfinders, one of which has already been taken to tribunal regarding the use of top-up funding.</p>	
11.2.14	Direct payments can only be used for the top-up element of the funding elements. Good local offers and showing use of funding should minimise needs for parents to request alternative provision.	
11.2.15	Members of the forum wished to record that Haringey SEN doing very well and record their appreciation and thanks.	
11.3	Early Years.	
11.3.1	<p>Members were informed that the group is meeting regularly and have a workplan.</p> <p>The group will be reviewing full time places and childcare subsidy at the next meeting.</p>	
12.	<b>WORK PLAN FOR REMAINDER OF ACADEMIC YEAR</b>	
	The workplan had been circulated with the papers and was duly noted	
13.	<b>ANY OTHER URGENT BUSINESS</b>	
	None	
14.	<p><b>DATE OF FUTURE MEETINGS</b></p> <p>3 July 2013 26 September 2013 5 December 2013</p>	

**MINUTES OF MEETING OF THE SCHOOLS FORUM  
THURSDAY 23 MAY 2013**

	16 January 2014 27 February 2014 22 May 2014 3 July 2014	
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The meeting closed at 5.55 pm

**TONY HARTNEY**

Chair

**Alternative Provision Briefing Paper for Schools Forum: 3 July 2013****Main legislation covering the duties and powers relating to these issues**

Section 19 of the Education Act 1996, as amended by section 3A of the Children, Schools and Families Act 2010;

Section 29A of the Education Act 2002;

Sections 6A and 100 of the Education and Inspections Act 2006;

Sections 1C and 4 of the Academies Act 2010 (as amended);

The Education (Pupil Referral Units) (Application of Enactments) (England)

**Regulations 20071;**

The Education (Pupil Referral Units) (Management Committees etc.) (England) Regulations 2007;

The Education (Educational Provision for Improving Behaviour) Regulations 2010<sup>2</sup>

The Education (Short Stay Schools) (Closure) (England) Regulations 2010;

The Pupil Referral Units (Miscellaneous Amendments) (England) Regulations 2012;  
and

The Schools Forums (England) Regulations 2012.

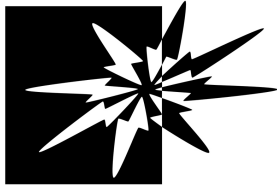
**1. Pupil Referral Unit Ofsted inspection – 11/12 June**

Paul Senior will provide a verbal report covering the key messages and outcomes from the recent inspection. Owing to the reporting process still subject to the formal Ofsted internal quality assurance processes, it will not be possible for the forum to receive a written report at this juncture.

**2. Alternative Provision – summary of emerging change proposals**

1. Alternative Provision transformation programme – options assessment
2. PRU pupil respite offer – increasing access to schools
3. Octagon building – improved usage of site
4. IYFAP – benchmarking with “what works” and framework redesign
5. Development of local alternative provision market, including commissioning and quality assurance framework
6. Key stage 4 hub and satellite delivery model for EOTAS

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**Haringey** Council

**The Children and Young People's Service**

**Report to Haringey Schools Forum – 3<sup>rd</sup> July 2013**

**Agenda Item**

**Report Status**

For information/note  
 For consultation & views   
 For decision

**Report Title: TWO YEAR OLD FUNDING FORMULA**

**Author: Ros Cooke**

**Purpose: To consult the Schools Forum on the proposed funding formula for Two Year Old Free Entitlement Places in Haringey**

**Recommendations:**

- That the Schools Forum notes the work of the Early Years Working Group and outcome of consultation with other stakeholders;
- That the Schools Forum comments on the proposal set out in this report that Cabinet approve a flat rate formula, £5.18 an hour to fund all new places from September 2013;
- That the Schools Forum comments on the proposal that Cabinet approve payment of £5.74 an hour for each of the current 280 places for the autumn and spring terms in order to secure these places;
- That the Schools Forum comments on the proposal that the Two Year Old Programme has;
  - A flat rate for all types of providers
  - A top slice of 2% on the rate to meet the cost of administering the programme
  - Maintains existing levels of provision by continuing to fund an existing, fixed number of places at the current provider rates to the end of March 2014.

## **1. Background;**

- 1.1 From the 1<sup>st</sup> September 2013 all Local Authorities in England will have a statutory duty to fund early education places for the 20% most disadvantaged two year olds using prescribed national criteria for free school meals and 'looked after children'. The first phase of the programme in Haringey will mean providing access for a projected 882 children during the academic year from September 2013 and in the second phase, a further projected 800 from September 2014 (using broader economic criteria). The expectation is that 80% of eligible two year olds will take up places in both phase one and two.
- 1.2 Haringey has been providing places for disadvantaged two year olds since 2006, originally as part of the national pilot. Results from the pilot both nationally and locally have shown positive outcomes for children when assessed at the end of the Early Years Foundation Stage and compared to their peers and for parents.
- 1.3 This programme will support Haringey to improve the attainment of those children who are most likely to have poor outcomes through the provision of good quality early education and support for parents to access further education or work. It is an opportunity to work with schools and the Early Years sector to provide high quality early education to those children who would otherwise come into school at a low level of development.
- 1.4 It is clear that attainment at the end of the Early Years Foundation Stage is a good indicator for later attainment. It is, therefore, important that every opportunity is taken to ensure those children likely to under achieve are supported early to enhance their development and prepare them for entry to school as part of an Early Help strategy delivered through the provision of high quality early education and access to a range of integrated support services.
- 1.5 While the programme is designed, nationally, to ensure the most economically disadvantaged are able to access high quality early education we will also use it to underpin the support and services offered to the families in greatest need as part of the emerging Early Help offer in Haringey.

## **2. Delivering the programme in Haringey;**

- 2.1 The pilot programme ended in August 2012 and from September 2012 a national Two Year Old Programme was introduced. In Haringey, this has provided places for 280 two year olds mostly in our children's centres and nursery schools with attached children's centres and some playgroups.

- 2.2 This new two year old programme is a great opportunity to improve outcomes for disadvantaged children and the overall quality of Early Years provision across the sector while improving the joint working between the private, voluntary & independent and maintained sectors to support continuity and consistency of experience for young children.
- 2.3 A key element of the programme is the provision of high quality education for two year olds. To ensure that all provision is at least good a programme of training and support has been put into place. The central Early Years Team is working with the Nursery School Training Consortium to deliver training and support to all practitioners, particularly targeting provision that is satisfactory in order to improve it to good.
- 2.4 Further DfE funding has been awarded to the nursery schools as Teaching Centres to support good practice within the sector.
- 2.5 At the present time the majority of good or better provision in the East of the Borough is in the children's centres and nursery schools with children's centres attached. As a result, the two year old provision until now has been placed mostly in this sector, which has also allowed families easy access to the full range of other children's centre services.
- 2.6 Future provision in the children's centres and nursery schools with children's centres will be a challenge as the present costs of this provision cannot be met within the funding available from the DfE. However some primary schools within the areas of greatest deprivation have indicated that they will provide places within the suggested funding rate.
- 2.7 In order to develop sufficient high quality places a challenging programme of expansion is being undertaken. The Local Authority is working with schools and the private, voluntary and independent sector to create places.
- 2.8 The main expansion of places will be through a 'playgroup' model of delivery, which is the most likely to be sustainable within the funding provided. Playgroups may be run on a variety of sites including school premises, where there is space.
- 2.9 The large majority of existing playgroups in Haringey are judged by Ofsted to be good or outstanding.
- 2.10 The national expectation for the programme from September 2013 is that places will be found from a range of providers, all of whom will be judged as good or outstanding by Ofsted, such as:
- Playgroups

- Primary schools
- Nursery schools
- Children's centres
- Private and independent nurseries and
- Childminders

2.11 In order to provide the projected number of places, more places in a wide range of good or outstanding quality settings across Haringey and particularly in the areas of greatest deprivation will be needed. The tables below show the number of places needed and where most places will be required.

2.12 Table 1: Profile of places required to 2014-15.

Year	Places		
	Required	Current	Gap
2013-14	882	549	333
2014-15	1,500	882*	618

\*Assumes meet place gap in 2013-14

Table 2; Profile of places needed by ward

Ward	Projected 2 year places needed Sept 2013 in ward
Northumberland Park	131
White Hart Lane	115
Tottenham Hale	114
Bruce grove	98
Woodside	79
Noel Park	76
Seven sisters	75
Tottenham Green	75
West Green	73
St Anns	71
Bounds green	53
Hornsey	53
Harringay	46
Stoud Green	29
Fortis Green	18



Alexandra		15
Crouch End		12
Highgate		11
Muswell hill		10

2.13 In November 2012 the Department for Education announced revenue funding allocations to local authorities to secure early education places for two year olds from lower income families. This funding forms part of the ring fenced Dedicated Schools Grant (DSG) in 2013-14. The Department also announced capital funding allocations for the financial year 2013-14.

2.14 Cabinet has previously endorsed the Haringey Schools Forum recommendation to ring-fence the two year old funding within the DSG.

2.15 The revenue funding comprises:

- £2.656 million revenue funding for statutory place provision; and
- £1.043 million trajectory funding to support the expansion of the programme.

2.16 Funding has been provided for;

- Sufficient places to meet projections from 2013 -2014,
- 'Trajectory' funding to develop the programme through activities such as;
  - developing and setting up systems,
  - promoting the scheme to providers and parents,
  - increasing capacity to develop the programme,
  - training staff
  - developing appropriate resources to track the progress and outcomes of children on the programme and
  - support for the sustainability of new providers to provide good quality places.
- Capital funding for developing new places

2.17 Local authorities are required to develop a funding formula for payments to providers for two year old places. The formula must be consulted upon with stakeholders and the Schools Forum and approved by Council Members. This work has been undertaken by officers working with the Early Years Working Group of the Schools Forum.

2.18 Staffing rates in Haringey Local Authority managed children's centres, nursery schools with attached children's centres and many private nurseries are generally higher than in most playgroups or for

some childminders. This will have an impact on the affordability of places in these types of provision within the funding envelope available.

- 2.19 The existing 280 places are currently being funded at £5.74. Changing the rate for those providers from September 2013 would mean losing places when we are trying to expand the programme as providers will not have time to make adjustments to provide places at a lower rate.
- 2.20 We are therefore proposing to continue to pay the current rate of £5.74 for the autumn and spring terms to ensure we do not lose the existing 280 places and will monitor carefully the expansion of places at the new rate.
- 2.21 The Early Years Working Group of the Schools Forum are proposing to send a letter to the Department expressing concern at the level of funding awarded to Haringey and the possible implications for the provision of sufficient high quality places. The letter will also express concern about vulnerable two year olds whose families have no re-course to public funds.
- 2.22 During the expansion years 2013-2014 funding is being provided for the required number of places for two year olds. However from September 2015 funding will be provided for participating children only, which will mean that funding levels may vary according to the take up of places.

### **3. Single Funding Formula for two year old places**

- 3.1 When the two year old funding was announced in November 2012, the DfE issued guidance on the expectations of how the funding should be allocated to providers. This included a requirement on local authorities to fund two year old places through an Early Years Single Funding Formula (EYSFF), a requirement now contained in the Schools and Early Years Finance Regulations 2013.
- 3.2 The Schools Forum appointed an Early Years Working Group comprising Forum Members, Headteachers and Governors to work with Officers to develop a formula.
- 3.3 Initial work of the Early Years Working Group focused on consideration of the cost of provision across different providers to inform the setting of base rates. However, recent DfE consultation suggests that this may not be sustainable beyond March 2014 as their consultation is discussing a single flat rate for all two year old provision.

3.4 The two year old formula must use a base hourly rate and can include a quality supplement. We will receive funding based on a notional rate of £5.28 an hour, so developing a sustainable formula is a challenge as Haringey's childcare providers charge a range of fees, many above this level.

3.5 The Early Years Working Group met regularly and consulted between the 8th May 2013 and 7th June 2013 with potential providers for their views on:

- The number of places that could be offered at a variety of rates
- Whether these places would be provided if a flat rate was introduced; and
- Whether the Local Authority should provide place-led funding during the initial stages of delivery.

The consultation document is attached at Appendix 1,

3.6 The consultation tested what places may be available and what providers consider a reasonable rate. In the consultation differential rates (between £4 and £6 per hour), were considered. The advantage of differential rates is that they more closely reflect the costs faced by different providers and can allow higher funding in settings dealing with children with more complex needs or facing higher unavoidable costs that will be offset by lower payments to establishments dealing with less complex need and facing lower costs. The advantage of a single flat rate is that it is more transparent to providers and easier to administer. It is also an incentive for providers to develop cost efficient provision along the lines of a playgroup.

3.7 The results of the consultation were inconclusive due to the low response rate and wide variance of feedback on rates. The feedback from the majority of those who did respond suggests that very few providers felt able to deliver places for less than the funded rate of £5.28; with most responses indicating that a rate of £6.00 per hour would be most appropriate. It would not be possible to fund all potential eligible places at this rate within current levels of funding. The outcome of the consultation is summarised in Appendix 2.

3.8 Indications from the recent government consultation proposals, DfE guidance and comments made by the Minister at the NDNA conference that it is likely that a flat rate will be required from 2015.

#### **4. Proposed Funding Formula**

4.1 It is therefore proposed that the Council adopt a formula model underpinned by the following approach;

- A flat rate for all types of providers
- A modest top slice of 2% on the rate to meet the cost of administering the programme
- Maintaining existing levels of provision by continuing to fund an existing, fixed number of places at the current provider rates to the end of March 2014. This will secure the number of places already available and provide sufficient time for those providers to make the transition to the proposed rate for all additional or new places.

4.2 The proposed single rate for all providers is £5.18 per hour and reflects a 2% top slice on the funded rate of £5.28. Further work will be done to support providers to develop sustainable models for the delivery of places at this funding rate.

4.3 On-going work through the development of the Early Help programme will continue to look for innovative solutions and the best use of available resources to support the most vulnerable children with the highest level of need within this programme.

4.4 The Two Year Old programme is integral to our developing strategy for Early Help. It is a great opportunity to support those children who enter school with a low level of development to access early education to enhance their development. While there are certainly many challenges in delivering the Two Year Old Programme it is important that we work together with providers to ensure the most disadvantaged children can have a better future.

4.5 It is now urgent that the single rate (designed to fit within the funding provided by the DfE for the provision of places for all eligible children for the Two Year Old programme) is agreed in order that providers know the rate and can therefore plan their places.

<p style="text-align: center;"><b>Consultation on Funding for the Free Entitlement for Two Year Olds</b></p>
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## **Appendix 1 – Copy of the Two Year Old consultation**

### **Purpose of the Consultation.**

The Council must implement a single funding formula for funding places for eligible two year olds, in line with that for three and four year olds, in consultation with the Schools Forum. We are therefore seeking the views of all relevant stakeholders on the proposed formula in order to inform the Haringey Schools Forum recommendation to the Council.

In this paper we are seeking consideration on:

- the outline of the formula
- the principles of the formula and in particular
- the fairness of the formula.

The Early Years Working Group of the Schools Forum including officers of the Council has developed the proposed formula.

Haringey Schools Forum will consider the consultation responses in July 2013 and make a recommendation to Haringey Council. We will implement the formula, as finally agreed, from September 2013.

### **Consultees:**

- Chairs of Governors of maintained schools, academies and nursery schools.
- Headteachers of maintained schools, academies and nursery schools.
- The Ofsted registered provider of all private, voluntary and independent settings providing the free entitlement.
- All members of the Haringey Schools Forum
- Children's Centre managers.
- Childminders
- Haringey Councillors.
- Any other interested parties.

**How to respond;**

You may like to use the response form at the end of this document, alternatively if you wish to respond more fully in a separate letter that will be acceptable. However, we would ask that all responses reflect clearly the details of the person responding and the capacity in which the response is being made. The postal and e-mail addresses for return are included on the form and all responses must be received by 7th June 2013.

We will also take comments and feedback at the workshop consultation meetings to be held during May and June.

<b>Two Year Old Programme Funding Consultation meetings</b>		
<b>Date</b>	<b>Time</b>	<b>Venue</b>
16.05.2013	6.30pm	The Resource Centre, Park Lane, London N17 0HJ
21.05.2013	6.30pm	Rokesly CC, Elmfield Ave, N8 8QG
23.05.2013	12-2pm (within PVI Forum)	PDC, Downhills Park Rd, N17 6AR
03.06.2013	4.30pm	Broadwater Farm CC, Adams Road, London N17 6HE

**Equality Impact Assessment.**

As with all major developments there is a need to ensure that the approach being proposed does not result in unexpected or unintended consequences when considered alongside other policies either of the Council or the Government.

Equality Impact Assessments (EIA) allow us to assess the effects a policy, strategy or function may have on people depending on their ethnicity, disability, gender, age religion and belief or sexual orientation.

The Two Year Old Funding Formula will distribute resources between the range of settings delivering places. There is a set amount of funding determined by the Government available to deliver all the required places within Haringey. Eligibility for places from September 2013 is based upon family income ie those children who would match the criteria used for free school meals.

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## 1. Background to the two year old programme

- 1.1 Evidence shows that high quality early education at age two brings benefits to children's development. In line with Government guidance Haringey will, as far as possible, only deliver places through providers of good or better quality.
- 1.2 The current programme has developed out of the pilot programme and has been delivering places for children referred by professionals against a set of criteria based on deprivation and vulnerability. It has been delivering up to 280 places mainly through Local Authority maintained provision with additional places in the PVI sector.
- 1.3 From September 2013 local authorities will have a legal duty to secure early education places for eligible two year olds ie those that meet the eligibility criteria. The Government has indicated that there are 880 two year olds entitled to an early education place in Haringey this year. A further expansion of places may be required for September 2014; however it is not yet clear how many additional places may be needed. We estimate that another 800 will be required.
- 1.4 Eligibility for this year 2013-14 is based on the criteria that are used for free schools meals, so places will be needed across the borough. However, as the programme is designed to improve outcomes for children from economically deprived backgrounds most places will need to be developed in those areas of the borough with the highest levels of deprivation. The delivery of this programme will be aligned to our Early Years Strategy, delivering high quality services to support better outcomes for children in Haringey.

Year	Places
2009-10	130
2010-11	250
2011-12	133
2012-13	280
2013-14 (estimated)	700
2014-15 (estimated)	1500

## 2. Changes required for the new programme from September 2013.

- 2.1 The current programme has so far delivered the vast majority of places through the maintained sector, principally within children's centres and nursery schools with some additional places in good quality playgroups. The funding for the programme up until now has been sufficient for us to pay providers according to their market charges. However, from September 2013 the Government is providing a set amount of funding for places totalling £2.122 million which equates to an average rate of £5.28 per child per hour. The Local Authority is required to create an agreed formula (as we do for the three and four year old free entitlement) to ensure a transparent and fair apportionment of the total funding pot.
- 2.2 Government guidance states that the formula for the programme from September 2013 should be either composed of a single base rate for all providers or a number of base rates differentiated by type of provider. Funding must be based on a count of children attending provision conducted at least three times a year.
- 2.3 At the present time the vast majority of places are within the maintained sector and have been funded at a higher rate. In order to build additional capacity for the new programme we propose that we create a range of rates for different types of providers,

as we are seeking a way of delivering enough places within the total funding pot provided by the Government.

- 2.4 The new programme will necessitate a rapid expansion of places. We propose to deliver the programme through a mixed economy of providers including children's centres, nursery schools, primary schools, academies, private, voluntary and independent providers and childminders.
- 2.5 The Government is currently undertaking a consultation on proposed changes to the role of the local authority in early education and childcare. Within their consultation one proposal is that all local authorities should use a single flat rate to pay all providers for two year old places. If this is implemented it would not be before September 2014. One option for Haringey would be to pay every provider from September 2013 at the rate the Government has suggested of £5.28.

### **3 Haringey Consultation on a Two Year Old Single funding Formula.**

- 3.1 Haringey is now consulting on the proposed hourly rate for places and will be holding a series of consultation workshops for every type of provider. Providers and interested parties will also be able to respond to the consultation by e mail or letter.
- 3.2 **Basic hourly rate;** it is intended that the basic hourly rate contributes towards the costs of providing places on the programme for two year olds. As the new two year old programme, from September 2013, is focused on deprived children and is not a universal provision for all two year olds it is not expected that there will be additional supplements for deprivation.
- 3.3 The Department for Education allocation to Haringey is £2.65 million which averages as £5.28p per child per hour. Experience from the implementation of the funding formula for 3 & 4 year olds has been that the cost of provision varies between different providers.
- 3.4 The setting groups we propose to use are:
1. Childminders
  2. Private, Voluntary and Independent day-care settings
  3. Local authority maintained schools, academies and nursery schools
  4. Playgroups
  5. Children's Centres
- 3.5 We would need to ensure that the hourly rate(s) paid would allow the local authority to build on our current places which are mainly within the maintained sector, while developing sufficient new places within the funding envelope the Government has provided but also allow time for necessary changes to be made for funding maintained places if a single flat rate becomes a requirement in the future.

#### **Consultation Question1**

Please indicate in the response section how many places you could provide for the rates shown.

### **4 Government consultation.**

- 4.1 The Government is holding a national consultation on changes to local authorities. Within that consultation is a proposal to set a single flat rate for all providers of two year old places within any local authority. If this does become a requirement it is likely to take effect in 2014 - 2015.



**Consultation Question 2**

If the Government requires local authorities to set a single flat rate for all providers after 2014-15:

- a. would you provide places, where the rate varies between different types of settings from 2013?
- b. would you provide places from 2014 onwards on a flat rate?

[Government current proposals would suggest a figure based on £5.28]

**5 Sustainability and the provision of new places.**

- 5.1 The Local Authority has a duty to provide sufficient early education places for eligible two year olds to meet parental demands from September 2013. The Government's regulations make it clear that funding must, other than in exceptional circumstances, be based on participation and not on planned places.
- 5.2 In order to incentivise providers to deliver new places for the two year old programme from September 2013 – March 2015 we propose to agree to pay providers for an agreed number of places according to need in any area for an agreed period. The take up of these places would be monitored carefully to establish whether the planned number of places will be fully used.
- 5.3 After the agreed period of time all payments will be based on participation and the number of children to be funded will vary according to the termly counts

**Consultation Question.3**

Do you agree that providers should be supported through place based funding for new provision for an agreed period of up to a year in their first year of delivery?

**6 Payments and In Year Adjustments.**

- 6.1 After an initial period of place funding, as set out in paragraph 5.2, participating two year old children must be counted at least once every term. The process for payments will be created in line with that for the three and four year old free entitlement and will be based on participation. These arrangements are set out below.

**6.2 Pupil count– maintained settings.**

- 6.2.1 The basis of all early years funding will be the actual termly count of hours of free entitlement provided. The count will usually take place in the third week of each term.
- 6.2.2 Maintained schools and academies will be provided with indicative budgets for the full financial year based on pupil attendance as recorded on the January PLASC return. Any adjustments due to be made, based on the three termly counts for the year will be actioned as an adjustment to the school's budget for the following year.
- 6.2.3 Schools will continue to receive monthly cash advances in the normal way including resources for the provision for the free entitlement for eligible two year olds.

**6.3 Private, Voluntary and Independent Provision (PVI) and Childminders.**

- 6.3.1.PVI settings and childminders will also be provided with indicative budgets for the full financial year using data collected through the January Early Years Count extended to include two year olds together with data from the previous financial year, where available. Payments will be made in the first three months of each term as set out below.

6.3.2 To ensure that all PVI settings and childminders have sufficient cash flow before the actual termly count is completed, we propose that the first payment(s) will be made using monthly instalments of the indicative budget (see paragraph 6.3.1). Once the actual count is available the sum due for the term will be determined and this, less advances, will be paid over the remaining term.

## **7 Conclusion**

This is an important programme developed to support better outcomes for young children. We hope many providers will want to deliver places for the programme. We welcome your views on our proposals, either on the attached response form or by letter. This programme will be challenging to deliver but has the potential to make a real difference to children in Haringey. We hope you will be able to participate and provide places for eligible two year olds.

**The Children and Young People’s Service**

**Free Entitlement for Eligible Two Year Olds Funding Formula Response Form**

This form brings together the questions in the body of the consultation document and allows you to give your opinion on various points; it also allows you to comment more generally on the Two Year Old Funding Formula. You may use this form if you wish although we are happy to receive other written responses such as by letter. In all cases we would be grateful if responses could indicate your full details including the capacity in which the response is being made.

**This response is from**

Name of responder	School/organisation

**I am responding as an:**

**Individual**

**On behalf of a group**

**If the latter, please specify**

Name of group	Role of responder

**Please indicate the setting that best reflects your organisation**

PVI settings	Maintained settings
Private day care/nursery	Children’s Centre

Playgroup	Primary School
Childminder	Nursery school

**Question 1.**

Please indicate how many places you could provide for the rates shown:

£4.00 per hour per child

£4.50 per hour per child

££5.00 per hour per child

£5.28 per hour per child

£5.50 per hour per child

£6.00 per hour per child

Comments;

**Question 2**

If the Government requires local authorities to set a single flat rate for all providers after 2014-15:

**a.** Would you provide places, where the rate varies between different types of settings from 2013?

Yes

No

**b.** Would you provide places from 2014 onwards on a flat rate?

[Government current proposals would suggest a figure based on £5.28]

Yes

No

Comments;

**Question 3.**

Do you agree that providers should be supported through place based funding for new provision for an agreed period of up to a year in their first year of delivery?

Yes

No

Comments;

**Additional comments**

If you would like to make any additional comments on aspects of the consultation document please feel free to do so here.

**Please return this form by Friday June 7<sup>th</sup> 2013 to;**

**Jess Kaur  
The PDC  
Downhills Park Road  
London N17 6AR or  
e. mail to; [jess.kaur@haringey.gov.uk](mailto:jess.kaur@haringey.gov.uk)**

## Appendix 2 – Analysis of the responses to the Two Year Old consultation

### Two Year Old Funding Formula – Consultation Summary

#### Introduction

The Council is required to implement a single funding formula for funding places for eligible two year olds in line with that for three and four year olds, in consultation with the schools forum and main stakeholders. The Early Years Working Group, a sub group of the Schools Forum, agreed the format of the two year old funding formula consultation document. The consultation process commenced on 8<sup>th</sup> May 2013 and closed on 7<sup>th</sup> June 2013.

#### Purpose:

This report provides information on the responses to the consultation. The views of all relevant stakeholders were sought. 20 written responses were received and the views of 30 PVI providers were gathered at meetings.

#### Summary of responses:

- Responses to the consultation has been low at only 10%
- The majority of providers state that they are not able to provide places below £5.28 per hour (q1)
- There is a balance between those who would provide at a varied rate and flat rate.(q2)
- The majority of respondents support place based funding for the next year (q3).

#### Responses to Question 1

***Please indicate how many places you could provide for rates given?***

(The table below shows the numbers of providers who have indicated the places that they can provide at the stated rates)

£4.50	£5.00	£5.28	£5.50	£6.00	Not answered
1	3	6	6	7	5

#### Responses to Question 2

**A) Would you provide places where the rate varies between settings?**

**B) Would you provide places from 2014 on flat rate?**

<b>A</b>	<b>B</b>
Yes - 10	Yes - 8
No - 4	No - 5
Not Answered - 2	Not Answered - 2

Responses to Question 3

**Do you agree providers should be supported through place based funding for new provision and 1st year of delivery?**

<b>Number of Responses</b>
Yes - 15
Not Answered - 2

Additional comments

Respondents made additional comments to the consultation;

- Rates listed not sufficient to cover staff costs
- Costs proposed do not take into account children with additional support needs
- Delay in decisions capital grant is causing concern, and may delay providers from delivering places from September.
- Families that don't meet FSM criteria, also on a low income; not being able to access early entitlement places.

**Promotion and attendance:**

The Early Years team sent out consultation forms to :

- 101 Childminders
- 28 Playgroups
- 55 Primary Schools
- 48 Private, Voluntary and Independent Settings
- 17 Children's Centres

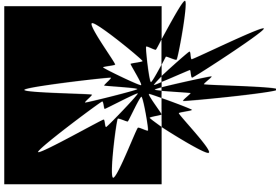
Consultation events were held as follows.

Two Year Old Programme Funding Consultation meetings			Numbers in attendance
Date	Time	Venue	
16.05.2013	6.30pm	The Resource Centre, Park Lane, London N17 0HJ	0
21.05.2013	6.30pm	Rokesly CC, Elmfield Ave,N8 8QG	0
23.05.2013	12-2pm (within PVI Forum)	PDC, Downhills Park Rd, N17 6AR	30
03.06.2013	4.30pm	Broadwater Farm CC, Adams Road, London N17 6HE	5

**Summary of responses:**

- Responses to the consultation has been low at only 10%
- The majority of providers state that they are not able to provide places below £5.28 per hour (q1)
- There is a balance between those who would provide at a varied rate and flat rate.(q2)
- The majority of respondents support place based funding for the next year (q3).





**Haringey** Council

**The Children and Young People's Service**

**Report to Haringey Schools Forum –**

**Agenda Item  
8**

**Report Status**

For information/note   
 For consultation & views   
 For decision

**Report Title: School Budget Returns 2013-14**

**Authors:**

Wendy Sagar – Interim Head of Children and Young People's Finance  
 Contact: 0208 489 3539 Email: [wendy.sagar@haringey.gov.uk](mailto:wendy.sagar@haringey.gov.uk)

Roland Odell – Schools' Budget Monitoring Officer  
 Contact: 0208 489 3141 Email: [roland.odell@haringey.gov.uk](mailto:roland.odell@haringey.gov.uk)

**Purpose: To brief Schools Forum on the submission of schools' budget plans for 2013-14 and to highlight deficit issues.**

**Recommendations: For Schools Forum to note the contents of the report.**

## **1) Budget Submissions – 2013-14 Financial Year**

- 1.1 The deadline for submission of Governing Body approved budgets to the Local Authority is 31<sup>st</sup> May each year.
- 1.2 This deadline is set out in the Scheme for Financing Schools (2012) section 2.11.2 as well as the Finance Manual for Schools (2007) section D 5.6.
- 1.3 As at 19<sup>th</sup> June 2013 55 schools had submitted budgets to the Schools' Budget Team whereas 11 schools were still to submit budgets. A verbal update on budget submissions will be given at the meeting of the Forum.
- 1.4 Of the 55 budgets submitted, 51 are projecting end of year balances (31/3/2014) which are planned revenue surpluses or break even position.
- 1.5 The remaining 4 are projecting end of year balances (31/3/14) which are planned revenue deficits, 1 of which is a new deficit.
- 1.6 The Schools' Budget Team has written to the Headteacher and Chair of Governors of schools which have so far failed to submit a budget.

## **2) Deficit Issues**

- 2.1 11 schools ended the 2012-13 financial year in deficit. These ranged from £6.8K to £319.3K. Of these, 6 were covered by a Licensed Deficit.
- 2.2 Of the 11 schools indicated in 2.1 above, 8 have submitted budgets as at 19/6/13 and 7 are projecting a decrease in deficit or elimination of deficit by 31/3/14, in accordance with their plans. The remaining school is still confident of eliminating their deficit in 2014-15 in accordance with their plan.
- 2.3 The Schools' Budget Team has been working in conjunction with an ex-Headteacher consultant with budgeting expertise in order to review and eliminate deficits.

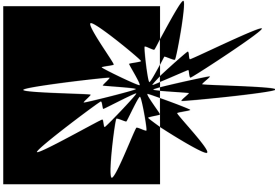
2.4 The consultant worked with three schools in 2012-13 where out of the three one school's deficit was eliminated, one was reduced and the remainder is reducing over 2013-14 and is projected to be eliminated in 2014-15.

2.5 He has been re-engaged in 2013-14 to work with a special school and a primary School both experiencing financial difficulties.

### **3) Recommendation**

3.1 That Forum members note the report.

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**Haringey** Council

**The Children and Young People's Service**

**Report to Haringey Schools Forum – 3<sup>rd</sup> July 2013**

**Agenda Item  
9**

**Report Status**

For information/note   
 For consultation & views   
 For decision

**Report Title: Dedicated Schools Grant Allocation 2013-14 and Schools Budget Outturn and Balances 2012-13**

**Authors:**

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Steve Worth, Finance Manager (Schools Budget)  
 Telephone: 020 8489 3708 Email: [Stephen.worth@haringey.gov.uk](mailto:Stephen.worth@haringey.gov.uk)

**Purpose**

- (i) To advise the Schools Forum of the latest Dedicated Schools Grant allocation for 2013-14.
- (ii) To advise the Schools Forum of the Schools Budget carry forward from the 2012-13 financial year and the balances carried forward by individual schools.
- (iii) To request the appointment of a panel of the Forum to allocate the contingency for schools in financial difficulty.

**Recommendations**

- (a) That members agree to increase the High Needs Block to incorporate the DSG adjustments.
- (b) That members agree to hold the carry forward for central budgets from 2012-13 in reserve pending the outcome of the review of high needs budgets and of the adjudication on the proposed closure of John Loughborough.
- (c) The position on Schools' Balances at March 2013 is noted.
- (d) That the clawback of surplus balances is added to the Contingency for Schools in Financial Difficulty for maintained schools and delegated to academies.

(e) That a panel of members is appointed to agree allocations from the contingency.

## 1. Dedicated Schools Grant (DSG) 2013-14.

- 1.1. In previous years the Department for Education (DfE) confirmed DSG allocations in June/July following a data checking exercise. The changes introduced for 2013-14 moved the census date from the January to the October proceeding the financial year and removed the need for this exercise and in-year adjustments to the DSG. Therefore, the only changes to the DSG figure reported to Forum on 17 January 2013 are in respect of late adjustments to align the DSG to the changes in responsibilities introduced in April 2013. These are shown in Table 1.

**Table 1. Changes to DSG since 17 January 2013.**

Item	£000
DSG reported to Forum 17 January 2013	226,834
Adjustment for SEN Hospital Provision	222
Adjustment for Non-Maintained Special Schools Grant	23
DSG as at 20 June 2013	227,079

Figures are rounded

- 1.2. The changes both relate to the High Needs Block and are specific to new responsibilities. **We recommend that these be added to the High Needs Block and included in the High Needs Block Working Party's review of budgets.**
- 1.3. Please note that there will be further in-year DSG adjustments for the Early Years Block following the January 2014 census.

## 2. Schools Budget Outturn 2012-13 and Balances Carried Forward.

- 2.1. Under or overspends in the Schools Budget are carried forward. Those for individual schools remain available to those schools to use strategically in future years unless subject to claw-back, see Section 4. Balances for individual schools are set out in the Appendix and summarised in Tables 2, 3 and 4.
- 2.2. An accumulated under spend of £1.1m on centrally retained budgets is also being carried forward. This represents balances carried forward from previous years and savings in overheads in 2012-13. It will be added to the Dedicated Schools Budget for 2013-14. **We recommend that the carry forward is held in reserve at present until the High Needs Block Working Party has completed its review of budgets and the position on the closure of John Loughborough is known.**

## 3. School Balances

- 3.1. Table 2 sets out the position on Schools Balances over the course of 2012-13. Further detail on a school by school basis is shown in the

Appendix. Please note that the figures exclude closing schools and academies that transferred during the year.

**Table 2 – School Balance analysis at March 2013**

£000	March 2012	March 2013	Change	Change %
Primary	3,475.3	3,875.6	400.3	12
Secondary	1,737.0	2,695.5	958.5	55
Special	248.9	192.7	(56.2)	(23)
Nursery	178.4	165.9	(12.5)	(7)
<b>Total</b>	<b>5,639.6</b>	<b>6,929.7</b>	<b>1,290.1</b>	<b>23</b>

Figures are rounded and exclude academies and closing schools.

- 3.2. It should be noted that in some cases school balances include funds held on behalf of Network Learning Communities or the Nursery School Training Consortium.
- 3.3. The outturn shows an increase in the level of school balances in 2012-13; this follows on from a substantial increase in balances in 2011-12. Within this overall picture there remain a number of schools in deficit and a number with 'high' balances. Table 3 shows the distribution of schools balances across bandings and Table 4 the movement in the distribution compared with last year.

**Table 3 – School Balance distribution at March 2013**

	Deficit			Surplus		
	>10	5-9.9 %	0 – 4.9%	0 – 4.9%	5 % - 9.9%	> 10%
Primary	1	3	4	19	18	7
Secondary	0	0	2	4	1	1
Special	0	1	0	1	2	0
Nursery	0	0	0	1	1	1
<b>Total</b>	<b>1</b>	<b>4</b>	<b>6</b>	<b>25</b>	<b>22</b>	<b>9</b>

School balances as percentage of budget share.

**Table 4 – School Balance Movement from March 2012**

	Deficit			Surplus		
	>10	5-9.9 %	0 – 4.9%	0 – 4.9%	5 % - 9.9%	> 10%
Primary	-1	+3	0	-5	0	+3
Secondary	0	0	-1	0	+1	0
Special	0	+1	-1	0	+2	-2
Nursery	0	0	0	-1	+1	0
<b>Total</b>	<b>-1</b>	<b>+4</b>	<b>-2</b>	<b>-6</b>	<b>+4</b>	<b>+1</b>



- 3.4. **We recommend that the position on schools' balances at March 2012 is noted.**

**4. Balance Claw-back**

- 4.1. In previous years we have reported on uncommitted surplus balances that exceeded the limit allowed in Haringey's Scheme for Financing Schools. The provision in the Scheme that allowed for the claw-back of balances was a national requirement that has now been removed leaving it as a local decision whether to retain such a mechanism. Schools Forum in July 2012 voted to retain a budget claw-back mechanism.

- 4.2. At the end of 2012-13 1 school was liable for a claw-back of £15,200. **We recommend that the claw-back is added to the Contingency for Schools in Financial Difficulty for maintained schools with the relevant proportion delegated to academies.**

**5. Contingency for Schools in Financial Difficulty.**

- 5.1. In previous years the Forum has appointed a panel of members to agree the allocation of the contingency. **We ask the Forum to nominate a panel of members to agree allocations from the contingency.**

## **Appendix 1.**

### **Notes of Guidance for Schools Applying for Assistance from the Contingency for Schools in Financial Difficulty.**

**A. Criteria for assistance from the Contingency for Schools in Financial Difficulties; consideration will be given to the specific circumstances of each school applying in determining whether or not assistance will be given.**

#### **1. Admission of Primary and Secondary Pupils in excess of Funded Numbers**

Schools are funded for the number of pupils recorded in the Pupil Level Annual School Census in the January prior to the start of the financial year. In cases where schools experience a significant rise in pupil numbers at the beginning of the following academic year (September), they may apply for additional funding to cover the remainder of the financial year (September to March). The school will need to demonstrate the necessity for additional staffing costs that cannot be met from balances.

#### **2. Admission of Special School Pupils in Excess of Planned Places**

Additional resources may be allocated to special schools where the number of pupils in a special school exceeds the number of planned places at the school.

#### **3. Fluctuating Rolls**

Schools that experience a substantial and unexpected year on year drop in pupil numbers and funding may seek assistance. The school will need to demonstrate that the fall in rolls and funding creates financial difficulties that cannot be met from balances.

#### **4. Falling Rolls**

Schools experiencing a long-term reduction in pupil numbers may seek assistance to manage the contraction of the school. The school will need to demonstrate that the contraction cannot be managed through the use of balances and without causing undue turbulence within the school.

#### **5. Emergencies and Exceptional Circumstances**

Schools may submit claims for additional funding to cover costs resulting directly from emergencies and exceptional circumstances. Exceptional circumstances may include the cost of suspended staff or compromise agreements. In such cases, a school's financial position, including the level of any unspent balances held, will be taken into account when claims are considered.

#### **6. Financial Difficulties**

A school with severe long-term financial difficulties may apply to have part of its historically accumulated deficit written off. The school will need to demonstrate that effective action is being taken to bring its budget back into

balance. The presence of a new management team that has inherited a difficult financial position will be viewed positively.

**B. Assistance will not generally be given for the following.**

1. Expenditure of a type faced by all schools or classes of school; this will include:
  - costs for incremental drift,
  - the additional costs of the teachers' upper pay scales,
  - costs associated with Planning, Preparation and Assessment time in primary schools,
  - the cost of meeting the requirements of statements of special educational needs,
2. Costs that could have reasonably been covered by insurance arrangements.
3. Capital costs. These are generally met from Devolved Formula Capital and arrangements exist to draw forward future allocation where appropriate.

**C. Guidance on Applications. In previous years, some applications have been rejected because of poorly presented cases. To avoid this, applications should clearly set out:**

1. The reasons for the application, taking account of the guidance given in sections A and B, and the associated additional costs, if necessary broken down into component parts.
2. What action has been taken to contain the costs and why this is not sufficient to balance the budget. It may be necessary to differentiate between action in the shorter and longer term if costs are continuing.
3. How much is being applied for and how this will improve the school's position.

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Appendix School Closing Reports2012/13

School	DFES		Revenue Balance		Movement	Percentage
	Num		31/3/12	31/3/13		Share
						%
<b>Primary Schools</b>						
Alexandra Primary	2078	E33001	£31,034.15	£93,897.16	£62,863.01	6.58
Belmont Infants	2003	E31001	£71,010.95	£46,198.84	-£24,812.11	5.00
Belmont Junior	2002	E32001	£20,494.42	£82,189.57	£61,695.15	8.22
Bounds Green Infants	2005	E31002	£75,274.70	£31,000.42	-£44,274.28	2.99
Bounds Green Junior	2004	E32002	£99,233.55	£89,846.01	-£9,387.54	8.47
Broadwater Farm (The Willow)	2077	E33002	£74,563.31	£93,763.07	£19,199.76	3.99
Bruce Grove	2083	E33003	£30,822.87	-£6,889.25	-£37,712.12	-0.31
Campsbourne School	2008	E32003	-£362.20	£129,487.21	£129,849.41	5.66
Chestnuts	3511	E33042	£50,459.44	£30,574.94	-£19,884.50	1.55
Coldfall Primary	2029	E33039	£205,901.00	£273,495.00	£67,594.00	10.81
Coleridge Primary	2058	E33005	-£398,398.14	-£319,266.91	£79,131.23	-10.23
Crowland Primary	2075	E33006	-£233,157.33	-£131,220.44	£101,936.89	-6.62
Devonshire Hill Primary	2015	E33007	£131,309.32	£159,716.81	£28,407.49	6.71
Earlham Primary	2080	E33009	£112,555.50	£102,498.21	-£10,057.29	4.61
Earlsmead	2020	E33010	£118,141.76	£217,354.15	£99,212.39	10.23
Ferry Lane	2065	E33011	-£32,025.49	£2,781.92	£34,807.41	0.24
Highgate Primary	2022	E33013	£4,078.63	£33,774.50	£29,695.87	1.90
Lancasterian Primary	2025	E33041	£275,165.02	£258,143.35	-£17,021.67	11.10
Lea Valley Primary	2063	E33014	£310,665.82	£233,722.91	-£76,942.91	10.27
Lordship Lane Primary	2082	E33015	£220,815.57	£148,077.90	-£72,737.67	4.59
Mulberry	3001	E33040	£268,555.15	£225,617.77	-£42,937.38	5.90
Muswell Hill Primary School	2085	E33016	£69,234.54	£65,669.91	-£3,564.63	3.98
North Harringay Primary	3512	E33043	£48,525.34	£62,085.27	£13,559.93	2.87
Our Lady of Muswell	3500	E33019	£24,135.91	£78,287.80	£54,151.89	4.70
Rhodes Avenue Primary	2072	E33020	£40,424.45	£47,922.47	£7,498.02	2.39
Risley Avenue Primary	2084	E33021	£262,796.78	£429,174.10	£166,377.32	13.02
Rokesly Infant	2042	E31007	£122,228.88	£78,530.09	-£43,698.79	6.12
Rokesly Junior	2041	E32007	£110,570.23	£127,654.77	£17,084.54	8.99
St Aidan's	3000	E33022	£37,297.27	£21,776.91	-£15,520.36	2.09
St Francis de Sales Infant	3507	E31008	£168,673.19	£152,618.04	-£16,055.15	10.74
St Francis de Sales Junior	3501	E32008	£65,977.70	£107,158.32	£41,180.62	7.05
St Gilda's RC Junior	3509	E32009	-£39,595.87	-£67,786.20	-£28,190.33	-6.94
St Igantius	3502	E33024	£101,882.82	£128,051.88	£26,169.06	7.12
St James CE Primary	3303	E33025	£62,579.49	£63,943.64	£1,364.15	7.11
St John Vianney	3510	E33026	£8,215.76	£53,318.76	£45,103.00	5.30
St Martin of Porres	3508	E33027	-£34,147.43	-£53,308.49	-£19,161.06	-5.50
St Mary's CE Primary	3306	E31009	£25,436.27	-£22,009.40	-£47,445.67	-1.10
St Mary's RC Infants	3505	E31010	£78,776.06	£43,082.91	-£35,693.15	4.25
St Mary's RC Junior	3503	E32011	£64,121.70	£64,779.22	£657.52	6.25
St Michael's N6	3302	E33028	£15,630.05	£91,580.47	£75,950.42	5.49
St Paul's RC Primary	3504	E33030	£46,270.66	£54,236.08	£7,965.42	5.59
St Peter in Chains	3506	E31012	£37,206.77	£61,755.33	£24,548.56	8.37
Seven Sisters	2088	E33031	£43,692.02	-£70,391.00	-£114,083.02	-2.90
South Harringay Infants	2046	E31013	£92,453.00	£58,157.51	-£34,295.49	4.88
South Harringay Junior	2045	E32013	-£114,793.38	£26,334.12	£141,127.50	2.43
Stamford Hill	2047	E33032	£34,509.47	£60,661.39	£26,151.92	4.59
Stroud Green	2079	E33033	£88,743.55	-£81,853.90	-£170,597.45	-4.53
Tetherdown	2031	E33034	£57,390.56	£70,475.12	£13,084.56	4.70
Tiverton Primary	2057	E33035	£55,329.71	£107,228.90	£51,899.19	5.33
Welbourne Primary	2062	E33036	£371,007.31	£260,866.37	-£110,140.94	11.41
West Green	2051	E33037	£46,646.11	£39,077.74	-£7,568.37	2.90
Weston Park Primary	2076	E33038	£47,969.11	£21,807.62	-£26,161.49	2.06
<b>Primary Totals</b>			<b>£3,475,326.03</b>	<b>£3,875,648.89</b>	<b>£400,322.86</b>	

**Secondary Totals**

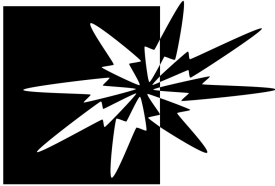
Fortismere	4032	E34002	£370,650.55	£397,635.63	£24,985.10	4.28
Gladesmore Community	4033	E34003	£1,254,812.77	£1,485,557.98	£230,745.21	16.01
Heartlands	4705	E37010	£97,369.38	£272,632.18	£175,262.80	7.41
Highgate Wood School	4030	E34004	-£90,079.06	£213,854.08	£303,933.14	2.53
Hornsey School for Girls	4029	E34005	£343,179.79	£321,311.06	-£21,868.73	4.21
John Loughborough	5900	E34010	-£52,098.47	-£54,440.86	-£2,342.39	-2.57
Northumberland Park	4031	E34007	-£245,139.80	£71,306.76	£316,446.56	0.92
Park View Academy	4037	E34006	£56,345.28	-£12,380.10	-£68,725.38	-0.15
<b>Secondary Totals</b>			<b>£1,737,040.42</b>	<b>£2,695,476.73</b>	<b>£958,436.31</b>	

**Special Schools**

Blanche Nevile	7000	E35001	£61,072.63	£16,863.34	-£44,209.29	0.92
Riverside			£12,093.59	£144,839.00	£132,745.41	5.13
The Vale	7001	E35004	£218,595.50	£248,932.99	£30,337.49	9.05
The Brook			-£42,818.73	-£217,931.05	-£175,112.32	-7.53
<b>Special Totals</b>			<b>£248,942.99</b>	<b>£192,704.28</b>	<b>-£56,238.71</b>	

Pembury	1000	E36001	£31,668.72	£37,307.44	£5,638.72	5.05
Rowland Hill	1001	E36002	£123,804.84	£102,744.99	-£21,059.85	14.20
Woodland Park	1003	E36003	£22,901.20	£25,879.90	£2,978.70	4.26
<b>Nursery Totals</b>			<b>£178,374.76</b>	<b>£165,932.33</b>	<b>-£12,442.43</b>	

<b>Total</b>			<b>£5,639,684.20</b>	<b>£6,929,762.23</b>	<b>£1,290,078.03</b>	
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**Haringey** Council

**The Children and Young People's Service**

**Report to Haringey Schools Forum – 3 July 2013**

**Agenda Item**

**10**

**Report Status**

For information/note   
 For consultation & views   
 For decision

**Report Title: Update on Academy Membership of the Schools Forum**

**Authors:** Carolyn Banks, Clerk to the Forum

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**Purpose:** To update the Forum on further membership changes

**Recommendations:**

1. That with effect from September 2013 places be offered to schools representatives as follows:-
  - Secondary Academy places – 2 for staff and 1 for a governor
  - Primary Academy places – 1 staff and 1 governor
  - Secondary Maintained sector – 2 staff and 3 governors
  - Primary Maintained sector – 7 staff and 7 governors
2. That the appropriate nominating organisations be invited to appoint representative in accordance with the places identified above.
3. That the Constitution be amended to reflect the agreed membership changes, and the Forum continue to elect on a triennial basis with annual adjustments to reflect any academy changes.
4. That it be noted that a planned review of the total membership is proposed.

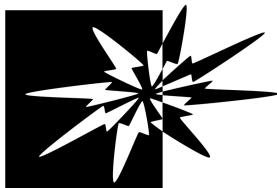
**1. Schools Forum Academy membership - proposed changes**

- 1.1 The Forum will recall that when the membership was last considered in September 2012 it was agreed that the number of places allocated to Academy representation be reviewed if an imbalance occurs rather than rather than every time a school changes status.
- 1.2 The basis for Academy representation is that primary schools, secondary schools and Academies must be broadly proportionately represented on the forum, having regard to the total number of pupils registered at them. In addition the number of members representing schools in a particular school category must be broadly proportionate to the total number of schools in that category when compared with the total number of schools maintained by the authority. It had therefore been previously agreed that there should be two members on the Forum representing the Academy sector and the two secondary school academies were invited to submit nominations to the Forum.
- 1.3 The attached appendix which uses the October 2012 pupil count (plus adjustment for planned expansion at Heartlands) as it is the most recent count which includes Academy pupil numbers. The analysis reflects all schools status as of June 2013. There are no other confirmed conversions this academic year.
- 1.4 In accordance with the formula there should be 3 secondary Academy places, and 2 places allocated for primary Academy representation. This results in an allocation of 5 places for maintained secondary schools and 14 for the primary maintained sector.
- 1.5 The suggested breakdown is as follows:-
  - Secondary Academy places – 2 for staff and 1 for a governor
  - Primary Academy places – 1 staff and 1 governor
  - Secondary Maintained sector – 2 staff and 3 governors
  - Primary Maintained sector – 7 staff and 7 governors
- 1.6 As the constitution currently states that the Forum will be elected on a triennial basis it is recommended that this be amended to indicate that it will be triennial with annual adjustments to reflect any changes to Academies.
- 1.7 The Forum may wish in the future consider the current size to ensure that it is operating in an efficient and effective manner.



	Maintained	Academy	Total		Maintained
Primary	17,968	2,618	20,586	15.499	13.53
Secondary	7,065	4,226	11,291	8.501	5.32
	25,033	6,844	31,877	24.000	18.85
	18.85	5.15		24.000	
Forum Members					
Primary			14		
Secondary			8		
Academies			2		
			<hr/>		
			24		

Academy	Maintained	Academy
1.97	14.00	2.00
3.18	5.00	3.00
5.15		



**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 – Wednesday 3rd July 2013**

**Report Title: Schools Forum Work Plan 2013-14.**

**Authors:**

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**Purpose: To inform the Forum of the proposed work plan for 2013-14 and provide members with an opportunity to add additional items.**

**Recommendations:**

**That the proposed work plan for 2013-14 is noted.**

## 1. Schools Forum

- 1.1. It is good practice for Schools Forum to maintain a work plan so that members ensure that key issues are considered in a robust and timely way.
- 1.2. The work plan for the 2012-13 Academic Year has been driven by the requirement to implement school funding reform within challenging timescales, and the 2013-14 budget setting process.
- 1.3. Schools Forum has already established working groups for specific items:
  - Schools Block:
  - High Needs Block; and
  - Early Years Single Block.

These groups will provide members of the Forum with the opportunity to review in more detail these key areas and provide assurance that funding is supporting key responsibilities and strategies. In addition, the Forum was updated on the Alternative Provision (AP) project at their last meeting.
- 1.4. The work plan attached at Appendix A takes into account these working groups and the AP project, and an expectation that they will all report back to each meeting of the Forum on progress to date and next steps. Agenda items which officers believe Schools Forum must or should consider for the Academic Year have been included.
- 1.5. Members of the Forum are asked to consider whether there are any additional issues that should be added to the work plan for the next Academic Year.
- 1.6. This work plan will be included on the agenda for each future meeting so that members are able to review progress and make appropriate updates.

**Haringey Schools Forum - Draft Work Plan Academic Year 2013-14**

26 September 2013

Consultation on formula changes for 2014-15  
Constitution and Membership

Feedback from Working Groups / Project:

- Schools Block Working Group
- High Needs Block Working Group
- Early Years Block Working Group
- Alternative Provision Project

24 October 2013

Update on Review of centrally Retained Budgets

Feedback from Working Groups / Project:

- Schools Block Working Group
- High Needs Block Working Group
- Early Years Block Working Group
- Alternative Provision Project

5 December 2013

Dedicated Schools Budget Strategy 2014-15

Indicative Schools Budgets 2014-15

Feedback from Working Groups / Project:

- Schools Block Working Group
- High Needs Block Working Group
- Early Years Block Working Group
- Alternative Provision Project

16 January 2014

Update on Dedicated Schools Budget Strategy 2014-15

Proposals for centrally retained budgets (all blocks) 2014-15

Feedback from Working Groups / Project:

- Schools Block Working Group
- High Needs Block Working Group
- Early Years Block Working Group
- Alternative Provision Project

27 February 2014

Scheme of Financial management update

Feedback from Working Groups / Project:

- Schools Block Working Group
- High Needs Block Working Group
- Early Years Block Working Group
- Alternative Provision Project

22 May 2014

The Schools Internal Audit Programme

Feedback from Working Groups / Project:

- Schools Block Working Group
- High Needs Block Working Group
- Early Years Block Working Group
- Alternative Provision Project

3 July 2014

Dedicated Schools Budget Outturn 2013-14

School Budget Plans 2014-15

Feedback from Working Groups / Project:

- Schools Block Working Group
- High Needs Block Working Group
- Early Years Block Working Group
- Alternative Provision Project

Work plan 2014-15