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## Haringey Schools Forum

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THURSDAY 15 JANUARY 2015 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. APOLOGIES AND SUBSTITUTE MEMBERS**

Clerk to report

**3. DECLARATION 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 MEETINGS OF 4 DECEMBER 2014 (PAGES 1 - 10)**

**5. MATTERS ARISING**

**6. UPDATE ON DEDICATED SCHOOLS BUDGET STRATEGY 2015/16 (PAGES 11 - 30)**

To inform members of the Dedicated Schools Grant allocations for the Schools and High Needs Block and further proposals on the use of the Dedicated Schools Budget.

**7. GROWTH FUND 2014/15 (PAGES 31 - 36)**

To inform members of the allocations required from the Growth Fund for 2014-15.

**8. FEEDBACK FROM WORKING PARTIES: (VERBAL)**

- Early Years
- Traded services

**9. WORK PLAN 2014/15 (PAGES 37 - 40)**

To inform the Forum of the proposed work plan for 2014-15 and provide members with an opportunity to add additional items.

**10. ANY OTHER URGENT BUSINESS**

**11. DATE OF FUTURE MEETINGS**

- 25 February 2015
- 21 May 2015
- 8 July 2015

**MINUTES OF THE SCHOOLS FORUM MEETING  
THURSDAY 4 DECEMBER 2014**

**Schools Members:**

**Headteachers:**                   **Special (1)** - \*Martin Doyle (Riverside),  
**Children's Centres (1)** - \*Julie Vaggers (Rowland Hill),  
**Primary (7)** \*Dawn Ferdinand, (The Willow), \*Fran Hargrove (St Mary's CE), \*Will Wawn (Bounds Green) \*Cal Shaw (Chestnuts), \*Julie D'Abreu (Devonshire Hill), Nic Hunt(A) (Weston Park)  
\*James Lane(St Francis de Sales)  
**Secondary (2)** Helen Anthony (A) (Fortismere), \*Tony Hartney (Gladesmore),  
**Primary Academy (1)** \*Sharon Easton (St Paul's and All Hallows),  
**Secondary Academies (2)** Elma McElligott (A) (Woodside), \*Michael McKenzie (Alexandra Park)

**Governors:**                   **Special (1)** \* Michael Connah  
**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,(Stamford Hill), \*Zena Brabazon (Seven Sisters) and \*Lorna Walker (Rokesly Infants)  
**Secondary (3)** \*Liz Singleton (Northumberland Park),\* Imogen Pennell (Highgate Wood), \*Keith Embleton (Hornsey)  
**Primary Academy (1)** \*Liza Sheikh Wali  
**Secondary Academy (1)** \*Marianne McCarthy (Heartlands),

**Non School Members:-**   **Non – Executive Councillor** -Cllr Opoku(A)  
**Professional Association Representative** - Vacancy  
**Trade Union Representative** -Pat Forward  
**14-19 Partnership** - June Jarrett (A)  
**Early Years Providers** - \*Susan Tudor-Hart  
**Faith Schools** - Mark Rowland  
**Pupil Referral Unit** –\* Gordon McEwan

**Observers:-**                   **Cabinet Member for CYPS** (\*Cllr Ann Waters)

**Also attending:**               Steve Worth, Finance Manager (Schools and Learning)  
Carolyn Banks, Clerk to Forum  
Jon Abbey, Acting Director of Children Services  
Katherine Heffernan, Head of Finance (CCAPS)  
Charlotte Pomery, Assistant Director for Commissioning  
Lucy Vaughan, Project Manager,  
Charlotte Levey, National Management Trainee

\* Members present  
A Apologies given

TONY HARTNEY IN THE CHAIR

| MINUTE NO. | SUBJECT/DECISION | ACTION BY |
|------------|------------------|-----------|
|------------|------------------|-----------|

**MINUTES OF MEETING OF THE SCHOOLS FORUM  
THURSDAY 4 DECEMBER 2014**

|     |   |    |
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| 1   | <b>CHAIR'S WELCOME</b><br>The Chair, welcomed everyone to the meeting.  |    |
| 2.  | <b>APOLOGIES AND SUBSTITUTE MEMBERS</b>   |    |
| 2.1 | Apologies for absence received from Helen Anthony, Councillor Opoku and Anji Phillips.  |    |
| 2.2 | The Clerk advised that Zena Brabazon and Lorna Walker had been appointed by the Haringey Governors Association as primary maintained sector governor representatives to the Forum. Introductions were made.   |    |
| 2.3 | Herbie Spence was substituting for June Jarrett, Jane Flynn for Nic Hunt and Sean Fox for Pat Forward. The Clerk reminded the meeting that in accordance with the constitution three days notice was required for substitutions.  |    |
| 3   | <b>DECLARATION OF INTEREST (Agenda Item 3)</b><br>Sean Fox advised that although he was a Trade union official he was not funded through the DSG. There were no other declarations made.  |    |
| 4   | <b>MINUTES OF MEETINGS HELD ON 23 OCTOBER 2014</b>  |    |
| 4.1 | The minutes of the meetings held on 23 October 2014 were agreed as a correct record.  |    |
| 5.  | <b>MATTERS ARISING</b>  |    |
|     | 7.4 SW reminded the Forum of the pressures on the High Need block. The Working party would reconvene on 8 December and a further report would be presented to the next meeting.   | SW |
|     | 8.2 Work on Traded Services was work progressing well but there was no report to this meeting as there had not been sufficient change. There would however be a standing item on future agendas. LV reported that the programme board had been set up.  |    |
| 6.  | <b>TRADE UNION REPRESENTATION BUDGET</b>  |    |
| 6.1 | The Chair informed the meeting that there had been some issues arising from the Forum's previous decision not to de-delegate budgets for trades union representation, which had led to a dispute. However, following a meeting at ACAS between a representative group of the Schools Forum and the NUT and UNISON a protocol had been drawn up and agreed. A resolution was now proposed to fund the trades union facilities time for 2014-15 from the centrally retained DSG contingency.                    |    |
| 6.2 | The Forum noted that the centrally retained element of the 2014/15 DSG included £1.5m for the Growth Fund, which would not be fully used. It was therefore agreed that the balance be used in the first instance to cover trade union representation costs in 2014/15. A further report would be presented to the next meeting on this, together with a proposal to de-delegate the funding for representation on 2015/16. In response to a query it was noted that the level was capped at the 2012/13 rate. | SW |
| 6.3 | <b>RESOLVED:-</b><br>That the use of surplus capacity in the Growth Fund in meeting the 2014/15 costs for trades union facilities time be agreed.<br>(one abstention)   |    |

**MINUTES OF MEETING OF THE SCHOOLS FORUM  
THURSDAY 4 DECEMBER 2014**

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| 7.  | <b>THE EARLY YEARS FUNDING BLOCK</b>  |       |
| 7.1 | CP reminded the Forum of the vision for Early Years in Haringey to provide good quality early years provision and childcare places. A key priority over the next three years was to improve opportunities to thrive for children from conception to five, and to achieve better outcomes through the development of and implementation of the Early Help Strategy.  |       |
| 7.2 | There were particular challenges around meeting the DfE's target of 94% participation for three year olds, with a current take up of 84%. The Forum noted in response to a query that there had been publicity throughout the borough with a view to increasing the take up.  |       |
| 7.3 | The Forum was also reminded that, from April 2015 the DfE would be funding the programme for two year olds on a participation led basis. Consequently take up levels would need to be high by January 2015 in order to mitigate against the potential future reductions of DSG Early Years Block funding. In response to a query it was noted that take up of places for two year olds was low across London. Work was being done to target eligible parents, some of whom were of the view that the children were too young to take up places. This was a strategic priority for the Council with a target of 80% take up for the two year old programme. ZB suggested that a plan was required to ensure that information on take up of 3 and 4 old places at schools was correlated and that details on 2 year olds was matched to this, to ensure that there was a through put from 2 to 3 year olds who may be in different settings. CP confirmed that there was a need to understand the dynamics and that detailed work was being undertaken on a ward by ward basis looking at how children transferred to the 3 year old places and then into reception classes. It was agreed that a list of take up of the three and four year old places within schools would be provided to the next meeting. | CP/NA |
| 7.4 | The cost of increasing the hourly funded rate from £5.18 to £6 from April 2014 could be fully met for 2015/16 to 2017/18 by the existing ring-fenced funding allocation for the two year old programme, but it was noted that from April 2018 there was an anticipated shortfall of approximately £0.758m per financial year. Consequently there would be a review of the discretionary element of the early years funding block.   |       |
| 7.5 | It was noted that the reduction in the number of funded full time places for three and four year olds was part of the overall strategy. The continued campaign to increase the number and take up of part time places available from 2015/16 would help to provide sustainable support to Haringey's nursery schools and help the authority to deliver the challenging targets for free entitlement take-up for two, three and four year olds.  |       |
| 7.6 | The Forum noted proposals to increase the allocation of funding in 2015/16 for the Central Early Years Quality Team, to support the delivery of the 3 and 4 free entitlements and to support intervention for targeted schools and settings and the moderation of the Early Years Foundation Stage Profile. Also the increase in funding would meet the cost of two advisory teachers, located within Haringey's Quality Improvement Team and currently supporting four local authority children's teams with childcare. The funding would enable support and intervention for targeted   |       |

**MINUTES OF MEETING OF THE SCHOOLS FORUM  
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|     | schools, PVI and childminder settings. The additions would be met by a switch of funding from the Childcare Subsidy Budget.  |    |
| 7.7 | It was noted that demand for the childcare subsidy was not anticipated to reduce in future years especially as there was increasing pressure on this element of the centrally retained funding as the gap between the cost of childcare and the levels of income generated through fees remains significant. The future strategy for childcare will need to consider how best to target the subsidy to maximise benefits for children and to ensure that the most vulnerable and disadvantaged children are supported to access good quality provision. In response to a query from LB it was noted that the LA, Schools and Improvement Service was responsible for quality assurance and measuring outcomes. JA agreed to provide the Forum with details on the number of settings providing good quality provision for two year olds. | NA |
| 7.8 | RESOLVED:-<br><ol style="list-style-type: none"> <li>1. The Forum noted the profiled funding for the Early Years Block in 2014/15</li> <li>2. The Forum noted the indicative funding for the Early Years Block in 2015/16</li> <li>3. The Forum endorsed the proposed allocation of the Early Years Block for 2015/16 (2 absentions)</li> <li>4. The Forum noted that there would be regular updates for future meetings.</li> </ol>   |    |
| 8.  | <b>DEDICATED SCHOOLS BUDGET STRATEGY 2015/16</b>   |    |
| 8.1 | SW gave a detailed presentation on the issues affecting the determination of the DSG in 2015/16, and its allocation within the context of the DSB. The DSB included the DSG, post 16 funding provided by the EFA, and the Pupil Premium Funding. It was noted that Pupil Premium in 2015-16 was expected to be at a similar level to 2014-15 but that details had not yet been confirmed, together with the revenue funding for the Universal Infant Free school meals, which was introduced in September 2014. The Forum was reminded that the DSG was calculated in three blocks, Schools, Early Years and High Needs, with the possibility for movement between blocks.   |    |
| 8.2 | There was only one national change planned to the DSG calculation for 2015-16: the inclusion of non-recoupment academies and free schools within the DSG. The value of the DSG would be published in the week commencing 15 December, further details on this would be reported to the next meeting.   |    |
| 8.3 | Following a recent meeting of a working party of the Forum to consider the Council's proposals for retained Schools Block budgets, it was agreed to allocate in 2015/16 £168k to the Music and Performing Arts Service £299.8k to the Admissions Service, £10k for the costs associated with the Forum, £135k for Governor Support, £484k for School Standards. It was noted that the £10k would also cover the additional cost of clerking the Working groups, which it was anticipated should be sufficient.   |    |
| 8.4 | Details would be presented to the next meeting on the agreed top slice of £1.5m in 2014/15 which was being used as a growth contingency for increases in the number of forms of entry for expanding schools, bulge classes and protection for bulge classes throughout KS1 and funding for   |    |

**MINUTES OF MEETING OF THE SCHOOLS FORUM  
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|     | oversize classes in KS1. The Forum noted that pressure on this Fund had now reduced now that Heartlands had its full complement of year groups, consequently only £1.1m would be sought for 2015/16  |    |
| 8.5 | With regard to the High Needs Block it was noted that it was not driven by census data and therefore not as buoyant as the other 2 blocks. The Forum would receive more detail at the next meeting.  | SW |
| 8.6 | With regard to the LAC residential places it was pleasing to note that the number of placements was reducing, and therefore only £800K was sought which would enable the remaining £200K to be transferred to the High Needs Block. Following discussion the Forum agreed to retain the allocation of £0.8m for LAC Residential Places in the Schools Block for 2015-16 and to move the remaining £0.2m to the High Needs Block..  |    |
| 8.7 | LS expressed some concern over the allocation of the £26.7K funding for the supplementary schools, and was of the view that use of this fund was not widely advertised. In response to further concerns around evidence in respect of effectiveness JA referred to the criteria for the allocation of this small sum of money and the need to apply vigour and a commissioning approach. WW confirmed that he was satisfied that the working group had provided rigour and challenge on this expenditure. The Forum whilst agreeing to this expenditure also requested to receive a list of schools that benefited from this grant and details of its impact. A further report to be presented to the meeting in May 2015.   | JA |
| 8.8 | With regard to the proposed allocation of £350K for Early Help MM and ZB were of the opinion that early help was vital but they were concerned over the lack of evidence of the impact of this money. They felt that there needed to be clearer links to Social workers. Although the Forum acknowledged that the same concerns had been raised last year it was agreed that not de-delegating could result in substantial damage to vulnerable young people. JL also expressed his frustration around not getting support early enough. In response CP advised that it was a challenge to make the required shift, but the Council was seeking to have in place sustained support for those with a high level of need and there was a shift towards early intervention which was making a difference to families. There had also been changes in the Council's structure with a new Director appointed with responsibility for this area and there was now an Early help strategy and Partnership Board in place. Furthermore the new model was now located as part of Social care and a model had been set up to measure impact. It was also acknowledged that connections with schools needed to be good. JA added that Ofsted in June 2014 had recognised that although the LA could not demonstrate impact they had recognised that structures were in place to do so for the future. JA agreed to report back to the Forum quarterly on this matter. | JA |
| 8.9 | In response to a query as to who and how support to under performing ethnic minority groups and bilingual learners was provided JA advised that the work was done on a school by school basis through the Network Learning Communities. The money was distributed through the schools standards team with some of the funding also directed to the NLC's. JA   |    |

**MINUTES OF MEETING OF THE SCHOOLS FORUM  
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|      | also stated that through this funding there had been some huge improvements in some underperforming ethnic groups. JA stated that he would welcome ideas on how to distribute the funding differently.   |  |
| 8.10 | In response to a query from MM it was noted that the deadline for applications for funding from the contingency for schools in financial difficulty was 5 December 2014.   |  |
|      | <p>RESOLVED:-</p> <ol style="list-style-type: none"> <li>1: That a Growth Contingency of £1.1m for 2015-16 be agreed.</li> <li>2: That £168k be allocated to the Music and Performing Arts Service in 2015-16.</li> <li>3: That £299.8k be allocated to the Admissions Service in 2015-16.</li> <li>4: That £10k be allocated for the costs associated with the Forum.</li> <li>5: That £135k be allocated for Governor Support in 2015-16.</li> <li>6: That £484k be allocated for School Standards in 2015-16.</li> <li>7: That £26.7k be allocated for Supplementary Schools in 2015-16.</li> <li>8: That £0.8m be allocated for LAC Residential Places in 2015-16 with the balance of £0.2m being transferred to the High Needs Block.</li> <li>9: That £350k be allocated for Early Help (Family Support) in 2015-16.</li> <li>10. That Members representing primary maintained schools agreed unanimously to de-delegate Support to Underperforming Ethnic Minority Groups.</li> <li>11. That Members representing secondary maintained schools agreed unanimously to de-delegate Support to Underperforming Ethnic Minority Groups.</li> <li>12. That Members representing primary maintained schools agreed unanimously to de-delegate a Contingency for Schools in Financial difficulty</li> <li>13. That Members representing secondary maintained schools agreed unanimously to de-delegate a Contingency for Schools in Financial difficulty.</li> </ol> |  |
| 9.   | <b>FEEDBACK FROM WORKING PARTIES</b>   |  |
| 9.1  | <u>High Needs</u>  |  |
|      | SW reported that there had been an initial meeting in November where there had been some procedural issues. It was noted that the next meeting would give consideration to the terms of reference and would be clerked.  |  |
|      | <u>Traded Services</u>   |  |
|      | A further report would be presented to the next meeting  |  |



**MINUTES OF MEETING OF THE SCHOOLS FORUM  
THURSDAY 4 DECEMBER 2014**

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|      | <u>Early Years</u>   |  |
|      | It was noted that the Working Group wished to review its membership and would be considering the early Years single funding. A further report would be presented to the next Forum meeting |  |
| 10.  | <b>WORK PLAN 2014/15</b>   |  |
| 10.1 | The proposed workplan for 2014/15 was noted  |  |
| 11.  | <b>ANY OTHER URGENT BUSINESS</b><br>None   |  |
| 12.  | <b>DATE OF FUTURE MEETINGS</b> <ul style="list-style-type: none"> <li>• 15 January 2015</li> <li>• 25 February 2015</li> <li>• 21 May 2015</li> <li>• 8 July 2015</li> </ul>               |  |

The meeting closed at 5.50 pm

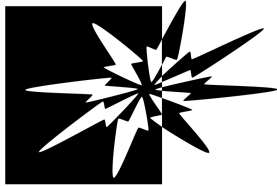
**TONY HARTNEY**

CHAIR

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| Good/Outstanding Providers  |  |                |
| Ward  | Provider Name  | Ofsted Outcome |
| Alexander   | 345 Springfield, Alexandra Pk                          | Good           |
| Bounds Green  | Wood Green Pre School                                  | Good           |
|   | Svetlana Ellul-Belozerova (Bright Child) - Childminder | Good           |
|   | Bowes Park Nursery                                     | Good           |
| Bruce Grove   | Morning Star   | Good           |
|   | Rosmond Joseph (Vangies Daycare) - Childminder         | Good           |
| Crouch End  | MTO Nursery  | Good           |
|   | Aida Florez - Childminder                              | Good           |
| Fortis Green  | Rainbow Pre School (Baptist Church)                    | Good           |
|   | Alexandra Ryall - Childminder                          | Outstanding    |
| Harringay   | Eagle Nursery (Green Lanes)                            | Good           |
|   | Hornsey Ridge  | Good           |
|   | Joyce Adjei - Childminder                              | Good           |
|   | Busy Bunnies Day Nursery                               | Good           |
| Hornsey   | Dinosaurs  | Good           |
|   | 101 Playgroup  | Good           |
| Muswell Hill  | Stonecroft CC  | Good           |
|   | 345 Church Crescent                                    | Good           |
| Noel Park   | Wood Green Salvation Army Playgroup                    | Good           |
|   | African Caribbean Day Care Centre                      | Good           |
|   | Joanna Conroy (Jelly Tot Lane) - Childminder           | Good           |
|   | Jaktherina Marincenko ( Dolphin Childminding)          | Good           |
| Northumberland Park   | Isle Amlot Playgroup                                   | Good           |
|   | Somerford Grove Playgroup                              | Good           |
|   | Sunrise Nursery  | Good           |
|   | Avrill Parker-Roach (Playhouse Childminding)           | Good           |
| Seven Sisters   | Triangle Children's Centre                             | Good           |
|   | Cuddles Childminding (Kashian Pindling & Joan Dacres)  | Good           |
| St Ann's  | Woodlands Park Children's Centre                       | Outstanding    |
|   | South Grove Children's Centre                          | Good           |
|   | Chestnuts Primary School (Chestnuts pre-school)        | Good           |
|   | Cynthia Baladeon - Bubbles Daycare - Childminder       | Good           |
|   | Rainbow Early Years and Childcare Nursery (Derby Hall) | Good           |
|   | Sugar Plum Day Nursery                                 | Good           |
| Stroud Green  | Stroud Green Children's Centre                         | Good           |
| Tottenham Green   | Earlsmead Children's Centre                            | Good           |
| Tottenham Hale  | Pembury Children's Centre                              | Good           |
|   | Bright Gems Nursery                                    | Good           |
|   | Pavilion Pre-School                                    | Good           |
| West Green  | Wiggly Worm Day nursery                                | Good           |
|   | Brown Bears Nursery                                    | Good           |
|   | Minakhi Rani Vyas (early ages childminding)            | Good           |
|   | West Green Playgroup                                   | Good           |
|   | Sarah Jane Kent - Childminder                          | Good           |
|   | Samantha Harvey - Childminder                          | Good           |
| White Hart  | Rowland Hill Children's Centre                         | Good           |
|   | Devonshire Hill School                                 | Good           |
|   | Rising Stars Nursery                                   | Good           |
| Woodside  | Woodside Children's Centre                             | Good           |

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**Haringey** Council

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

**Agenda Item  
6**

**Report Status**

For information/note   
 For consultation & views   
 For decision

**Report to Haringey Schools Forum – Thursday 15 January 2015.**

**Report Title: Update on Dedicated Schools Budget 2015-16.**

**Author:**

Steve Worth – Finance Manager (Schools and Learning)  
 Contact: 0208 489 3708 Email: [Stephen.worth@haringey.gov.uk](mailto:Stephen.worth@haringey.gov.uk)

**Purpose: To inform members of the Dedicated Schools Grant allocations for the Schools and High Needs Block and further proposals on the use of the Dedicated Schools Budget.**

**Recommendations:**

1. That members note the DSG allocated for the Schools and High Needs Blocks.
2. That the £258k CRC adjustment is transferred to the HNB to meet continuing pressure in that Block.
3. That members representing maintained primary schools agree to de-delegate funding for trade union facilities time.
4. That members representing maintained secondary schools agree to de-delegate funding for trade union facilities time.
5. That Forum member representing mainstream schools endorse the proposed formula change.
6. That Forum members agree the transfer of £338k from the Schools to the High Needs Block to create the IYFAP budget.
7. Recommendation. That members agree SB support costs of £192k.

**1. Introduction.**

- 1.1. A report was presented to Forum on 4 December setting out an outline of the Dedicated Schools Budget (DSB) for 2015-16 and the Schools Block budgets the Council proposed to retain centrally.
- 1.2. This report provides an update using information not available when the earlier report was published.

**2. Dedicated Schools Grant (DSG) 2015-16.**

- 2.1. The DfE published details of the Schools Block and High Needs Blocks for 2015-16 on 17 December. The allocation, together with the comparable figures for 2014-15 is shown in Appendix 1.
- 2.2. The Early Years Block (EYB) will use data from the January 2015 census and has not yet been updated. The Appendix shows the allocation for 2014-15 but excludes two year old funding. The EYB also includes an indicative allocation for the new Early Years Pupil Premium (£317k).
- 2.3. There is one significant change in methodology. In previous years funding for free schools and non-recoupment academies, such as Greig City, were excluded from local authority DSG calculations, this is changing for 2015-15 and £8.871m has been added for these institutions, but there will be a further adjustment for estimated pupil number changes.
- 2.4. Overall there will be an increase of £11.534m in the Schools Block (SB) made up of:
  - £2.406m for growth in pupil numbers,
  - £0.258m in respect of Carbon Reduction Commitment (CRC) now reflected in a reduced School Block Unit of Funding.
  - £8.871m to fund free schools and non-recoupment academies.
- 2.5. The £2.406m for pupil number growth is more than required to meet the increase in pupil led funding for the increase of 449 pupils and will leave a small headroom of just over £0.1m within delegated budgets. In addition, the reduction in the Growth Contingency agreed at the last meeting will enable a further £0.4m to be delegated through the funding formula.
- 2.6. The CRC adjustment of £0.258 is a methodological change to reduce funding now we no longer need to provide for this energy tax. This sum could be added to the headroom in delegated budgets alternatively this sum could be transferred to the High Needs Block to meet continuing pressures there, see also 2.8.

- 2.7. The Early Years Block is the least complete of the three and will be updated by the January census. The DfE have excluded any funding for two year olds from the indicative settlement pending information from the January 2015 census, which will be the first in which the actual number of two year olds on roll will be used. Further information on this block will be brought to the meeting on 25 February including proposals on the allocation of full-time nursery places.
- 2.8. The High Needs Block (HNB) has increased by £0.245m as Haringey's share of the available additional high needs block top-up funding to reflect increasing demand in this area. Further work is underway on HNB budgets which remain under intense pressure. A report will be brought to the Forum on 25 February setting out the pressures and proposals for 2015-16.

**2.9. Recommendations.**

- 2.9..1. **That members note the DSG allocated for the Schools and High Needs Blocks.**
- 2.9..2. **That the £258k CRC adjustment is transferred to the HNB to meet continuing pressure in that Block.**

**3. De-delegation of TU Facilitators Time.**

- 3.1. As reported to Forum on 4 December 2014, in setting the budget for 2014-15 Forum decided not to de-delegate budgets for trade union representation. Issues have arisen from this and from concerns raised by both schools' managers and trade unions that subsequently led to a dispute.
- 3.2. Productive talks took place at ACAS Headquarters on Monday 17th November between Schools Forum and trade union representatives leading to significant agreement on key points of trade union representation and to an agreed protocol.
- 3.3. As a consequence, the NUT agreed to recommend to members in schools affected by strikes and ballots that these be suspended. This was agreed.
- 3.4. The representatives of the Schools Forum also agreed to recommend to that body a funding arrangement which will, if adopted, bring an end to the dispute with recognised trade unions.
- 3.5. In reaching an agreement a commitment was given to seek the Forum's agreement to fund the trade union facility time for the current financial year, until March 2015 – therefore eliminating the need for schools to sign up to a SLA. The Forum's agreement would also be sought to de-delegate this budget for 2015-16.

- 3.6. We are now seeking formal agreement from the Forum for this de-delegation. A background to trade union representation and the protocols agreed with ACAS are set out in Appendix 2.
- 3.7. The sum originally delegated to schools was £198k. The sum now sought for recovery through de-delegation from maintained schools and Service Level Agreements with academies is set out in Table 1.

**Table 1. Estimated Trade Union Representative Costs 2015-16.**

| Role   | FTE | FTE Cost (including oncost) £ |
|--|-----|-------------------------------|
| NUT Secretary                                      | 0.8 | 52,522                        |
| NUT Branch Officer                                 | 0.2 | 9,479                         |
| Teaching Unions Secretary                          | 0.2 | 13,130                        |
| Unison Joint Convenors including Health and Safety | 1.0 | 38,004                        |
| Unison Branch Officer                              | 0.9 | 27,798                        |
| NAHT Representation                                |     | 3,000                         |
| Facilities   |     | 28,787                        |
| Total  |     | 172,720                       |
| Retained in HNB and EYB                            |     | -20,400                       |
| Amount to be recovered.                            |     | 152,320                       |

**3.8. Recommendation. The Council strongly recommends:**

- 3.8..1. **That members representing maintained primary schools agree to de-delegate funding for trade union facilities time.**
- 3.8..2. **That members representing maintained secondary schools agree to de-delegate funding for trade union facilities time.**

**4. In Year Fair Access Consultation.**

- 4.1. At the 4<sup>th</sup> December meeting we reported on a consultation with schools on the proposal to create a centrally retained budget to fund in year placements through the In Year Fair Access Panel (IYFAP). This is currently funded through an SLA with secondary schools but requires substantial negotiation that a central budget would remove.
- 4.2. The Council consulted with schools on this proposal and received only three responses, two in favour (one received after the consultation closed) and one opposed. The Council intends to proceed with this proposal.



- 4.3. The reduction in lump sum applies to all secondary schools including academies and former non-recoupment academies. The proposed IYFAP budget is £338k, as reported to secondary heads at the IYFAP meeting in November, and will require a reduction of £26k to £74k in the lump sum.
- 4.4. It should be noted that the change in academy budgets will not take effect until September 2015 so separate arrangements for academies will need to be made for the summer term 2015 only.
- 4.5. **Recommendations.**
  - 4.5..1. **That Forum member representing mainstream schools endorse the proposed formula change.**
  - 4.5..2. **That Forum members agree the transfer of £338k from the Schools to the High Needs Block to create the IYFAP budget.**

**5. Schools Block Support Costs (Overheads).**

- 5.1. These are the costs of allowing front line staff to do their jobs, including the provision of desks and equipment within suitably maintained and heated office spaces and the support received in respect of finance, human resources and information technology. More detail on these services are included in Appendix 3.
- 5.2. The support costs for 2015-16 have not yet been completed and need to take into account the substantial planned reductions in support services. In 2014-15 the amount retained was £280.1k but with reductions in central services this is estimated to be £192k in 2015-16. The reduction of £88k will be added to the sum to be delegated to schools through the funding formula. The support costs for SB centrally retained services based on this estimate are set out in Appendix 4 together with the services being recharged.
- 5.3. **Recommendation. That members agree SB support costs of £192k.**

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## Appendix 1 Dedicated Schools Grant 2014-15 and 2015-16.

| <b>Schools Block</b>   | <b>2014-15</b> | <b>2015-16</b> | <b>Change</b> |
|--|----------------|----------------|---------------|
| Pupil Number   | 30,707         | 31,156         | 449           |
| Unit of Funding (Reduction for removal of funding for Carbon Reduction Commitment) | 5,878.44       | 5,870.93       | - 8           |
| <b>DSG £m</b>  | <b>180.509</b> | <b>182.915</b> | <b>2.406</b>  |
| Transfer of Free Schools and Non Recoupment Academies £m                           | 0.000          | 8.871          | 8.871         |
| Total Schools Block  | 180.509        | 191.785        | 11.276        |
| Removal of Carbon Reduction Commitments  | -0.258         |                | 0.258         |
| NQT  | 0.047          | 0.047          | 0.000         |
| Inter-block transfers agreed 2014-15   |                |                |               |
| Capital Expenditure from Revenue Account   | -0.489         | -0.489         |               |
| Contribution to top-ups for pupils with statements                                 | -0.289         | -0.289         |               |
| <b>Revised Schools Block Total</b>   | <b>179.520</b> | <b>191.054</b> | <b>11.534</b> |
| <b>High Needs Block</b>  |                |                |               |
| DSG £m   | 31.131         | 31.376         | 0.245         |
| Inter-block transfers agreed 2014-15   |                |                |               |
| Removal of Carbon Reduction Commitments  | -0.016         |                |               |
| Capital Expenditure from Revenue Account   | 0.489          | 0.489          |               |
| Contribution to top-ups for pupils with statements                                 | 0.289          | 0.289          |               |
| <b>Revised High Needs Block Total</b>  | <b>31.893</b>  | <b>32.154</b>  | <b>0.245</b>  |
| <b>Early Years Block (to be updated by DfE following January Census)</b>           |                |                |               |
| <b>Three and Four Year Old Funding</b>   |                |                |               |
| Pupil Number to be updated after January Census                                    | 2,423          | 2,423          |               |
| Unit of Funding  | 5,345.46       | 5,345.46       |               |
| DSG £m   | 12.952         | 12.952         |               |
| Removal of Carbon Reduction Commitments  | -0.025         |                | 0.025         |
| <b>Pupil Premium</b>   | <b>0.000</b>   | <b>0.317</b>   | <b>0.317</b>  |
| <b>Early Years Block Total</b>   | <b>12.927</b>  | <b>13.269</b>  | <b>0.342</b>  |
| <b>Total DSG</b>   | <b>224.340</b> | <b>236.477</b> | <b>12.121</b> |

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## **APPENDIX 2 Trade Union Facilities Time.**

### **1. Background**

- 1.1. The requirement for employers to grant time off for trade union duties is specified in the Trade Union and Labour Relations (Consolidation) Act 1992. This states that an employer will grant an employee, who is a recognised trade union official, time off during working hours to carry out official duties including negotiations on collective bargaining, consultation on TUPE and redundancies, etc. It also extends to representation of individual employees. Time off shall also be granted for the purposes of undergoing training on aspects of industrial relations which are relevant and approved by the Trade Union Congress or relevant trade union.
- 1.2. The amount of time off must be 'reasonable in all the circumstances having regard to any relevant provisions of a Code of Practice issued by ACAS. There is no requirement to pay for time off outside the union official's normal working hours or when the official would otherwise not have been at work.
- 1.3. There is a statutory right to payment for time off to undertake trade union duties but no statutory requirement that union members or representatives be paid for time off taken on trade union activities. Activities might include meetings with other trade union representatives, administrative tasks related to the union, representing the union externally, voting, etc.
- 1.4. The 1992 Act specifies that an employer who permits an employee to take time off must pay them for the time off taken. The Act does not specify the amount of time that a representative is entitled to take off but specifies that it must be 'reasonable in all of the circumstances' and have regard to the relevant provisions of the ACAS Code of Practice. Employees may bring a complaint to an Employment Tribunal where an employer has failed to permit time off in accordance with this legislation.
- 1.5. There are five areas where recognised trade unions have a statutory right to be consulted on:
  - Redundancy situations (under the Trade Union and Labour Relations (Consolidation) Act 1992).
  - Transfers (under the Transfer of Undertakings (Protection of Employment) Regulations 2006)
  - Health and Safety (under various provisions including Health and Safety at Work Act 1974; Safety Representative and Safety Committees Regulations 1977 and Management of Health and Safety at Work Regulations 1999).
  - Pensions (The Occupational and Personal Pension Schemes (Consultation by Employers and Miscellaneous Amendment) Regulations 2006; Occupational Pension Schemes (Consultation by Employers) (Modification for Multi-employer Schemes) Regulations

2006 and the Information and Consultation of Employees Regulations 2004 as amended).

- Workplace training and learning (under the Employment Act 2002 where a union has appointed a Union Learning Representative).

Employees also have a statutory right to be accompanied at particular employment meetings (including disciplinary and grievance meetings).

## 2. Practice in Haringey

2.1. The Council recognises eight trade unions for the purposes of collective consultation and negotiation on terms and conditions of employment, redundancies, TUPE, and HR policies in schools. Trade union representatives also support employees in employee relations matters such as disciplinary and grievance matters.

2.2. The trades unions are as follows:

| Teaching | Support Staff |
|----------|---------------|
| NUT      | Unison        |
| NASUWT   | GMB           |
| NAHT     | Unite         |
| ASCL     |               |
| ATL      |               |

2.3. Union recognition is beneficial in progressing individual issues but also to address Council wide matters of policy and procedure.

2.4. As a matter of custom and practice, the Local Authority has consulted with recognised trade unions on employment policies and procedures in place for all staff. These policies and procedures define the processes and discretions the employer will exercise. This is not necessarily a statutory obligation but has been undertaken where practicable to assist in maintaining a constructive employee relations climate. This framework has facilitated the production of a range of policies and procedures for the benefit of the collective maintained school sector. These can be adopted by Governing Bodies without necessity for further consultation at school level other than that required to localise the policies.

2.5. Also, as a matter of custom and practice, the Local Authority has consulted with the recognised trade unions on school improvement priorities and the strategic direction of the education provision within the authority including it's provision and support for schools.

2.6. Redundancy and transfers are dealt with on an individual school basis with the school engaged in the consultation process.

2.7. In practice, consultation on pensions related matters takes place at a national level and not a local level given the Teachers' Pension Scheme and Local Government Pension Scheme are national schemes.

- 2.8. Haringey's facilities arrangements provide for certain trade union officials (normally Branch Secretaries) to be given a fixed allocation of time off, based on membership. Under this provision, the employee is seconded from their normal duties to undertake trade union duties for a fixed, block period of time per week. This allows the employing department or school to back fill these hours at no detriment
- 2.9. Providing a fixed allocation of seconded time off has the advantage of ensuring that when the Council needs to engage in formal consultation and negotiation, the union representatives are available to attend meetings without disruption to their normal duties. In schools this is of particular benefit as there needs to be no disruption to timetables.
- 2.10. Some representatives are engaged in trade union duties for the whole of their working time. The unions strongly advocate full time representation, primarily to avoid the pressures of balancing both workplace and trade union roles but also to allow for better planning and availability. Nationally the DFE has produced guidance with a view to limiting time off to half time (see section 3 below). This guidance is not statutory, however.
- 2.11. Prior to the 2013-14 financial year a centrally retained budget supported representation by teaching/support unions. From April 2013 the Council was no longer able to retain funds for this purpose for mainstream schools and the funds were delegated to individual schools/academies budgets.
- 2.12. Academy schools are separate from the authority and responsibility for union relationship with unions transfers to each Academy Trust. Upon conversion, academy schools take back their contribution to the budget.

### **3. DFE Guidance**

- 3.1. On 16<sup>th</sup> January 2014 the DFE produced guidance on this matter – "Advice on Trade Union Facilities Time in Schools". This guidance is not statutory and therefore could not be relied upon in itself to make non consensual changes to employee contracts of employment or to effect a dismissal.
- 3.2. The main provisions in this advice are:
  - Trades Union representatives should not be engaged on trade union duties for more than 50% of their time
  - Employers should ensure that facility time is not used for any activities related to lobbying for, planning or carrying out industrial action.
  - In local authorities where the schools forum has decided not to de-delegate funding, individual schools may choose to organise their own facility time arrangements, buy into local authority services or pool funding with other schools.
  - Where the employer is the academy, union representatives working in the academy are entitled to reasonable time off or the academy can buy into local authority facility time services by agreement. Some larger academy trusts have set up their own agreements

directly with recognised trade unions. In some areas groups of academies share the cost of facility time, and review their pooled allocation on a regular basis.

#### **4. Financial Year 2014-15.**

- 4.1. In January 2014, Forum representatives of both the primary and secondary sectors voted not to de-delegate funding.
- 4.2. Issues have arisen from this and from concerns raised by both schools' managers and trade unions that subsequently led to a dispute.
- 4.3. Productive talks took place at ACAS Headquarters on Monday 17th November between Schools Forum and trade union representatives leading to significant agreement on key points of trade union representation and to the following agreed protocol.
- 4.4. As a consequence, the NUT agreed to recommend to members in schools affected by strikes and ballots that these be suspended. This was agreed.
- 4.5. The representatives of the Schools Forum also agreed to recommend to that body a funding arrangement which will, if adopted, bring an end to the dispute with recognised trade unions.
- 4.6. In reaching an agreement a commitment was given to seek the Forum's agreement to fund the trade union facility time for the current SLA, until April 2015 – therefore eliminating the need for schools to sign up to an SLA for the current financial year. The Forum's agreement would also be sought to de-delegate this budget.



## **AGREED PROTOCOL.**

### **Employment Relations Protocol for Teaching Associations/ Unions and Support staff unions**

#### **Introduction**

Good employment relations are the cornerstone of managing change and people successfully in any organisation. This protocol sets out the principles for communications and engagement between stakeholders involved in running our schools. The aim is to secure a good education for our children and young people and to provide good working conditions for staff. This protocol is not designed to replace the industrial relations frameworks and time off agreements that are already in place but they do supplement them.

#### **Principles for engagement**

Relevant stakeholders to this protocol recognise that effective employment relations takes place in an atmosphere of mutual respect for the professional expertise and a recognition and understanding of the various responsibilities, of those involved.

It is important for managers to have positive working relationships with employees, based on good communications. It is at this basic level that many issues are raised and resolved informally, without the need to invoke formal procedures. Employee representatives provide an additional channel for employees to communicate with managers, and vice versa.

Employee representatives should improve understanding, lead to better decision making and improve employment relations. Representatives should help to develop trust and cooperation, improve the quality of decisions and encourage employees to feel more responsible for the performance of a school, helping to understand and manage change.

To this end all stakeholders agree that any level of communication and engagement must be conducted in a way that is relevant and necessary, accurate and factual, fair and balanced, and not offensive in any way. Communication and engagement should be conducted using appropriate communication lines and recognise the relevant hierarchies involved before considering escalation of an issue to a different stakeholder.

#### **Stakeholder roles**

In adhering to the principles it is important for each stakeholder to this protocol to understand the respective roles and accountabilities that each party plays. More information is provided in the appendix to this protocol but the key roles of head teachers and unions are summarised below.

Trade unions are independent bodies certified by a statutory independent committee. Unions have a number of legal rights under statute/ employment law as follows:

- disclosure of information by the employer for collective bargaining purposes, including hours, pay and benefits information; policies on

recruitment, redeployment, training, equalities, appraisal, health & safety; numbers employed by grade, department, location, age; financial cost structures.

- reasonable time off, with pay, for union officials to carry out union duties concerned with negotiations on terms and conditions of employment; engagement, non engagement, termination, suspension of workers; allocation of work or duties; matters of discipline or grievance.
- reasonable time off, with pay, for union reps to undergo training in aspects of industrial relations relevant to carrying out their trade union duties.
- consultation prior to redundancy
- consultation prior to business transfers (TUPE)

Note – the law provides workers with the right to be accompanied at disciplinary related hearings or grievance hearings. The worker may choose a companion or a trade union official to accompany him/her. The worker chooses the companion and the union chooses its officials. The employer has no right to choose who the particular companion or union rep is.

Head teachers have responsibility for managing the school including developing policy, goals and objectives for the adoption by the school governors. Head teachers are also responsible for providing detailed plans, procedures, schedules and specifications for daily operations in the school and actions to be taken by school staff.

## **Action for Complaints**

### **CONCERNS RAISED BY A HEADTEACHER**

#### **Level one – Informal Process**

Where the headteacher has a concern over the conduct of a borough level union representative when acting in his or her capacity as a trade union representative, as a first step, the headteacher will meet with that trade union representative to discuss those concerns with a view to reaching a resolution. By agreement, the parties may contact a paid trade union official or an official of the local authority or any other relevant party to assist in reaching a resolution.

Where the headteacher has a concern over the conduct of a school based union representative when acting in his or her capacity as a trade union representative, as a first step, the headteacher will meet with that trade union representative to discuss those concerns with a view to reaching a resolution. That school based representative may choose to be accompanied to the meeting by a trade union colleague.

All meetings will take place as soon as possible.

#### **Level two – Formal Process**

Where it has not been possible to reach a resolution under Level One, then as a second step in any process, the headteacher will refer the concern to the Chair of the Schools Forum, Head of HR, Assistant Director Schools and Learning who will consider the merits of the complaint and, if appropriate, refer it to a paid official of the trade union. The official will meet with a designated Governor to reach a formal resolution. That meeting may be attended by the headteacher and elected trade union official. The resolution could include by agreement (but is not limited to):

- (i) mediation, including involvement of an external mediator;
- (ii) a recommendation as to the future conduct of the trade union representative;
- (iii) a recommendation as to the future management of issues arising between the headteacher and the trade union representative;
- (iv) no further action taken.

### **CONCERNS RAISED BY A TRADE UNION REPRESENTATIVE**

#### **Level one – Informal Process**

Where a borough level or school based union representative has a concern over the conduct of a headteacher or a governor, which has arisen out of relations with that trade union, then as a first step this will be raised with the headteacher or governor to discuss. By agreement, the parties may contact a

paid trade union official or an official of the local authority or any other relevant party to assist in reaching a resolution.

All meetings will take place as soon as possible.

#### Level two – Formal Process

Where it has not been possible to reach a resolution under Level One, then as a second step in any process, the trade union representative will refer the concern to the full time official at a regional level, who, if appropriate will liaise with the Chair of the Schools Forum, Head of HR, Assistant Director Schools and Learning who will consider the merits of the complaint and, if appropriate, refer it to a designated governor. The governor will meet with a paid trade union official to reach a formal resolution. That meeting may be attended by the headteacher and the trade union representative. The resolution could include by agreement (but is not limited to):

- (i) mediation, including involvement of an external mediator;
- (ii) a recommendation as to the future conduct of the headteacher;
- (iii) a recommendation as to the future management of issues arising between the trade union representative and the headteacher (or his or her representative);
- (iv) no further action taken.

This protocol will be reviewed in 12 months from 17/11/14.

### **Appendix 3. Corporate Overheads.**

1. All council services attract overheads. These are the costs associated with providing the infrastructure within which the services operate. Schools have similar costs, those associated with providing the environment within which education and learning take place. The Consistent Financial Reporting (CFR) returns for 2012-13 shows that some 12.6% of school expenditure was on costs that could be deemed as overheads to the main task of educating pupils. In schools particular emphasis will be on occupational costs; such costs will apply to council services but in these there will be a higher emphasis on information technology and communication costs as much of the work of council officers will involve substantial use of computer systems and data and communication with external bodies.
2. In previous reports overheads have been presented as lump sums within the blocks, with the increasing emphasis on schools as commissioners and the planned delegation of funding to schools in future these will be attributed to individual services and will be added to the sums to be delegated.
3. With the cuts in central services the quantum of overheads attributed to the Dedicated Schools Grant has fallen. The support services funded through this charge are:
  - 3.1. Professional Support Services.
    - Finance. For centrally retained services the cost of providing for finance support in the receipt of income, payment of accounts including commissioning and recoupment arrangements, maintenance of records, insurance arrangements, audit arrangements, treasury management etc.
    - Human Resources. This covers personnel and payroll support and administration.
    - Corporate Procurement. The placing of orders and contracts including.
    - Performance, training and customer services.
  - 3.2. Information and Communication Technology. This forms a significantly larger element of council overheads than schools as much work is performed using computer systems. The recharge will cover all licensing arrangements support and help desks, data management, developments, the use of web based arrangements, communication systems, training and the mainframe systems used for finance and HR management and control.
  - 3.3. Property Services. As in schools the council has to cover the costs of the property it uses, including rentals, NNDR, utility costs, premises based staff, day to day running costs. This will be a smaller proportion of the

total than in schools, which occupy relatively smaller sites compared to staff numbers.

**Appendix 4. Schools Block Support Services.**

|                        | £k      | £k    |     |
|------------------------|---------|-------|-----|
| Music & Arts Mgt       | 168.0   | 21.9  |     |
| Integrated Wkg & FS    | 350.0   | 45.6  |     |
| Admissions             | 299.8   | 39.1  |     |
| Schools Forum          | 10.0    | 1.3   |     |
| CPD - Gov Supp &Tg     | 135.0   | 17.6  |     |
| Head of Standards & PA | 484.0   | 63.1  |     |
| Supplementary Schools  | 26.7    | 3.5   |     |
|                        | 1,473.5 | 192.0 | 13% |

**Breakdown of Overheads Charged to Schools Block.**

| Area                 | £k    | %     | Services   |
|----------------------|-------|-------|--|
| Finance              | 32.6  | 17.0  | Finance, payment of accounts, audit, insurance, pension administration etc |
| ICT                  | 69.1  | 36.0  | Corporate ICT provision, licences and support.                             |
| Communications       | 9.6   | 5.0   | Communications   |
| Office Accommodation | 39.2  | 20.4  | Rent, rates, utilities, portorage  |
| HR                   | 11.5  | 6.0   | Personnel support, payroll administration                                  |
| Procurement          | 9.6   | 5.0   | Corporate procurement  |
| Other                | 20.3  | 10.6  | Performance, training, customer services                                   |
| Total Overheads      | 192.0 | 100.0 |  |

**IT Services for Recharge**

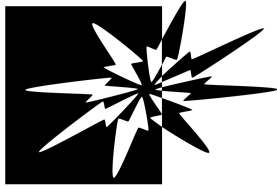
|                                    | £          |
|------------------------------------|------------|
| Info Tech Service Delivery         | 6,297,900  |
| IT Development Program Mgmt.       | 623,800    |
| IT Web Development                 | 163,500    |
| IT Application Packagers           | 160,900    |
| IT Operations Management           | 635,100    |
| IT Service Desk                    | 489,700    |
| IT Configuration, Change & Release | 340,800    |
| IT Infrastructure Engineers        | 800,600    |
| IT Application Support             | 407,400    |
| Info Tech Project Management Team  | 203,700    |
| Project Management                 | 362,800    |
| IT Project Management Office       | 54,500     |
| Head of IT & Business Support Team | 612,600    |
| Total                              | 11,153,300 |
| Less specialist applications       | 1,467,200  |
| Recharge                           | 9,686,100  |

|                            |       |
|----------------------------|-------|
| Relevant Council Employees | 2,713 |
| Schools Block              | 19    |

|            |        |
|------------|--------|
| Allocation | 69,084 |
|------------|--------|

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**Haringey** Council

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

**Report to Haringey Schools Forum – 15<sup>th</sup> January 2015**

**Agenda Item  
7**

**Report Status**

For information/note   
 For consultation & views   
 For decision

**Report Title: Growth Fund 2014-15.**

**Authors:**

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**Purpose:**

**To inform members of the allocations required from the Growth Fund for 2014-15.**

**Recommendations:**

1. That members agree to the allocations set out in Table 1.
2. That members agree that the remaining balance for the cost of TU representation is the first call on the use of rate rebates.

## **1. Introduction.**

- 1.1. The funding changes introduced in April 2013 allow a local authority, with the approval of its Schools Forum, to top-slice a contingency for in year increases in pupil numbers. The Fund applies equally to maintained schools and recoument academies and is designed to cover required in-year growth in forms of entry and not general variations in numbers experienced during the year.
- 1.2. Schools Forum agreed to allocate £1.5m to a Growth Fund for the 2014-15 financial year. In addition the DfE make an adjustment to the amount taken for recoument academies to be added to the Fund. This compensates for the different financial year for academies and provides funding for the period April 2014 to August 2014<sup>1</sup>.
- 1.3. Officers are required to report all payments made against the Growth Fund to Schools Forum at least once a year. Any unspent Growth Fund is carried forward and added to the formula allocations for the following financial year.

## **2. Criteria.**

- 2.1. The criteria agreed by Forum for allocations from the Fund are:
  - Planned new form of entry approved by the Local Authority:
    - Classroom funding based on 7/12 months \* appropriate basic per pupil entitlement \* expected number in class; plus
    - A set-up allocation of £500 for each pupil in a standard class size for the relevant setting.
  - In-year bulge class:
    - Start up and classroom costs as above;
  - Ghost funding guarantee KS1:
    - Minimum basic per-pupil funding for 24 pupils in a bulge class established in a previous year: and
  - KS1 classes forced to exceed 30 pupils as a result of appeals (further details of this criteria are set out in the Annex).:
    - A lump sum equivalent to the funding of a main-scale 1 teacher £32.8k pro-rata to the part of the year.

## **3. Proposed Allocations.**

- 3.1. Table 1 sets out the resources now available in the Growth Fund and the proposed calls against it.

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<sup>1</sup> Pupil number increases in September impact on maintained school funding from the following April but on academy budgets from the following September. Therefore there is a need to provide funding from April to August.

**Table 1. Summary of Resources and Proposed Allocations to Date.**

| <b>Resources Available</b>                        |               |  |                  |
|---|---------------|--|------------------|
| Growth Fund                                       |               | £1,500,000   |                  |
| Recoupment Academy Adjustment for April to August |               | 610,733  |                  |
| <b>Total</b>                                      |               | <b>2,110,733</b>                                   |                  |
| <b>Application</b>                                |               |  |                  |
| <b>School</b>                                     | <b>Number</b> | <b>Type</b>  | <b>£</b>         |
| Alexandra Primary                                 | 30            | Expansion  | 77,326           |
| Lancastrian                                       | 1             | Bulge Class Protection                             | 3,562            |
| Muswell Hill                                      |               | Oversize KS1 Class                                 | 32,800           |
| Rhodes Ave Primary                                | 30            | Expansion  | 77,326           |
| Rhodes Ave Primary                                |               | Oversize KS1 Class                                 | 32,800           |
| Seven Sisters Primary                             | 7             | Bulge Class Protection                             | 24,931           |
| South Harringay Infants                           | 3             | Bulge Class Protection                             | 10,685           |
| St Aidan's Primary                                |               | Oversize KS1 Class                                 | 32,800           |
| St James CE Primary                               | 30            | Bulge Class  | 77,326           |
| St John Vianney RC Primary                        |               | Oversize KS1 Class                                 | 32,800           |
| St Mary CE Primary                                | 15            | Bulge Protection                                   | 53,423           |
| Stamford Hill Primary                             | 8             | Bulge Protection                                   | 28,492           |
| Tetherdown Primary                                |               | Oversize KS1 Class                                 | 32,800           |
| Welbourne Primary                                 | 30            | Expansion  | 77,326           |
| Weston Park Primary                               |               | Oversize KS1 Class                                 | 32,800           |
| Heartlands High School                            |               | Expansion (Incorporated within Budget Share)       | 773,886          |
| Heartlands High School                            |               | Academy Recoupment Adjustment for April to August. | 529,650          |
| Thomas More                                       |               | Academy Recoupment Adjustment for April to August. | 81,083           |
|   |               |  |                  |
| <b>Total</b>                                      |               |  | <b>2,011,816</b> |
|   |               |  |                  |
| <b>Balance Remaining</b>                          |               |  | <b>98,917</b>    |

#### 4. TU Facilitators' Time 2014-15.

- 4.1. At the last meeting of the Forum it was agreed that the remaining balance be used to fund TU representatives' time in 2014-15. The actual cost in 2014-15, excluding funding in the Early Years and High Needs

Block, is estimated to be £120.5k. Applying the surplus will leave a balance of approximately £21.6 to be funded.

- 4.2. There have been rate rebates arising from rating revaluations that include adjustments for prior years, because the funding formula allows for 100% funding of rate bills any prior year rebates apply to the Dedicated Schools Budget rather than to individual schools. We will be reporting on this as part of the 2014-15 outturn report and Forum will be asked to decide on the use of this balance, expected to be in the region of £150k, and recommend that Forum agree that the remaining balance of approximately £21.6k be the first call on this rebate.

**5. Recommendations.**

- 5.1. **That members agree to the allocations set out in Table 1.**
- 5.2. **That members agree that the remaining balance for the cost of TU representation is the first call on the use of rate rebates.**

## Annex.

### Circumstances in which KS1 oversize class funding will be provided.

The legal position is:

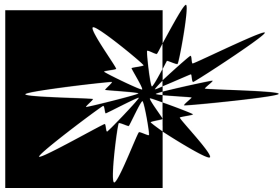
**Infant class size** – *Infant classes (those where the majority of children will reach the age of 5, 6 or 7 during the school year) **must not** contain more than 30 pupils with a single school teacher. Additional children may be admitted under limited exceptional circumstances. These children will remain an 'excepted pupil' for the time they are in an infant class or until the class numbers fall back to the current infant class size limit. The excepted children are:*

- a) children admitted outside the normal admissions round with statements of special educational needs specifying a school;*
- b) looked after children and previously looked after children admitted outside the normal admissions round;*
- c) children admitted, after initial allocation of places, because of a procedural error made by the admission authority or local authority in the original application process;*
- d) children admitted after an independent appeals panel upholds an appeal;*
- e) children who move into the area outside the normal admissions round for whom there is no other available school within reasonable distance;*
- f) children of UK service personnel admitted outside the normal admissions round;*

In these circumstances, therefore, it is not necessary to take on an additional teacher; however, it has been the practice in Haringey, and other councils, to continue to provide funding for KS1 classes forced to exceed 30 pupils. This practice is recognised by the DfE in its allowable criteria and we recommend that it continue as an incentive to schools to willingly accommodate these pupils at the start of their school career. Our recommendations are:

- That class size funding continues in the circumstances shown above.
- That KS1 class size funding recognises the local arrangement that requires a school to take a twin even when this puts the school over number.
- That only one enhancement is made per school even if more than one KS1 class is over-size.

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**Haringey** Council

**Agenda Item  
9**

**Report Status**

For information/note   
For consultation & views   
For decision

**Report to Haringey Schools Forum –Thursday 15th January 2015**

**Report Title:** Updated Schools Forum Work Plan 2014-15.

**Author:**

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**Purpose:** To inform the Forum of the updated work plan for 2014-15 and provide members with an opportunity to add additional items.

**Recommendations:**

That the updated work plan for 2014-15 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. 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.
- 1.3. 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 - Work Plan Academic Year 2014-15**

15 January 2015

Update on Dedicated Schools Budget Strategy 2015-16  
Growth Fund  
Update on Early Years

25 February 2015

Scheme for Financing Schools  
Update on Dedicated Schools Budget Strategy 2015-16  
Centrally retained budgets – High Needs Block 2015-16  
Early Years Update and Full Time Nursery Places  
The Schools Internal Audit Programme

21 May 2015

Arrangements for the education of pupils with special educational needs.  
Arrangements for the use of pupil referral units and the education of children otherwise than at school.  
Administrative arrangements for the allocation of central government grants paid to schools via the authority.

8 July 2015

Dedicated Schools Budget Outturn 2014-15  
Outcome of Internal Audit Programme 2014-15  
Forum Membership  
Early Years Update:  
Work plan 2015-16

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