
Haringey Schools Forum

THURSDAY 13 JULY 2017 AT 15:45 HRS FOR 16:00 HRS – PROFESSIONAL DEVELOPMENT CENTRE, DOWNHILLS PARK ROAD, TOTTENHAM, LONDON, N17 6AR

AGENDA

1. CHAIR'S WELCOME

2. APOLOGIES AND SUBSTITUTE MEMBERS

Clerk to report.

3. DECLARATIONS OF INTEREST

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

4. MINUTES OF THE MEETINGS OF 23 FEBRUARY 2017 (PAGES 1 - 8)

5. MATTERS ARISING

6. FORUM MEMBERSHIP (PAGES 9 - 12)

To review the membership of the Forum.

7. OUTCOME OF INTERNAL AUDIT PROGRAMME 2016-17 (PAGES 13 - 20)

To advise the Schools Forum of the outcomes of the 2016/17 audit programme and formal follow up audits for 2015/16 audits.

8. HIGH NEEDS BLOCK -SEN CONTINGENCY FUNDING (PAGES 21 - 24)

To consider usage of the SEN contingency.

9. UPDATE HIGH NEEDS BLOCK - POST 16 HIGH NEEDS FUNDING (PAGES 25 - 34)

10. PROPOSALS TO ADDRESS RESTRUCTURING AND RESULTANT POTENTIAL REDUNDANCIES AND OTHER RELATED FINANCE MATTERS (PAGES 35 - 44)

To advise Schools Forum of the proposal to amend section 12 of the Financial Scheme of Delegation for schools.

11. 2016-17 AND 2017-18 DEDICATED SCHOOLS GRANT ALLOCATION, 2016-17 DEDICATED SCHOOLS GRANT OUTTURN AND 2016-17 SCHOOLS BALANCES (PAGES 45 - 58)

- (i)** To advise the Schools Forum of the latest Dedicated Schools Grant allocations for 2016-17 and 2017-18.
- (ii)** To advise the Schools Forum of the 2016-17 DSG Outturn and the draw down from DSG Reserves for 2016-17 financial year is agreed.
- (iii)** To advise the Schools Forum of the DSG Reserves carried forward at £2.8M.
- (iv)** To advise the Schools Forum of individual schools balances carried forward and the increasing number of schools in financial difficulty.

12. DEVELOPING A STRATEGY FOR HARINGEY'S DEDICATED SCHOOLS GRANT (PAGES 59 - 72)

To provide Schools' Forum with an overview of some of the emerging issues and challenges facing Haringey's Dedicated Schools Grant.

13. UPDATE FROM WORKING PARTIES (PAGES 73 - 80)

EARLY YEARS (INCLUDING MINUTES 4/5/17)

HIGH NEEDS (INCLUDING MINUTES 5/5/17)

14. WORK PLAN 2017/18 (PAGES 81 - 84)

To inform the Forum of the proposed work plan for 2017-18 and provide members with an opportunity to add additional items.

15. ANY OTHER URGENT BUSINESS

16. DATE OF FUTURE MEETINGS

- 19 October 2017
- 7 December 2017
- 11 January 2018
- 22 February 2018
- 17 May 2018
- 12 July 2018

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**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 23 FEBRUARY 2017**

Schools Members:**Headteachers:****Special (1)****Nursery Schools (1)****Primary (7)**

*Martin Doyle (Riverside)

*Peter Catling (Woodlands Park)

*Angela McNicholas (OLM)

*Dawn Ferdinand, (The Willow)

(A) Cal Shaw (Chestnuts)

*Fran Hargrove (St Mary's CE)

*Julie D'Abreu (Devonshire Hill)

* Emma Murray (Seven Sisters)

*Will Wawn (Bounds Green)

*Andy Webster (Park View)

*Tony Hartney (Gladesmore)

Secondary (2)**Primary Academy (1)****Secondary Academies (2)****Alternative Provision**

(A) Sharon Easton (St Paul's and All Hallows)

*Arthur Barzey (Woodside)

*Michael McKenzie (Alexandra Park)

Kaz Birk

Governors:**Special (1)****Nursery Schools (1)****Primary (7)**

*Jean Brown (The Vale)

*Melian Mansfield (Pembury)

*Asher Jacobsberg (Welbourne)

*John Keever (Seven Sisters)

*Laura Butterfield (Coldfall)

*Zena Brabazon (Seven Sisters)

(A)Andreas Adamides (Stamford Hill)

Michael Cunningham (Muswell Hill)

*Lorna Walker (Rokesly Infants)

Secondary (3)**Primary Academy (1)****Secondary Academies (2)**

(A)Imogen Pennell (Highgate Wood)

(A)Natasha Lewis (St Ann's)

*Marianne McCarthy (Heartlands)

*Johanna Hinshelwood (Hornsey Girls)

Non School Members:-**Non – Executive Councillor****Professional Association Representative****Trade Union Representative****14-19 Partnership****Early Years Providers****Faith Schools****Pupil Referral Unit**

(A)Cllr Ann Waters

*Ed Harlow

*Pat Forward

*Russ Lawrence

*Susan Tudor-Hart

*Geraldine Gallagher

(A)Angela Ryan

Observers: -**Cabinet Member for CYPs**

*Cllr Elin Weston

Also attending:

LBH Director of Children's Services

LBH Assistant Director, Schools and Learning

LBH Head of Finance - Child, Adults and Schools

LBH Finance Business Partner (Schools and Learning)

LBH Head of Audit and Risk Management

LBH Head of SEN and Disability

LBH Early Years Commissioning Manager

LBH Governors Services Head of Education Services

LBH Governance Services Manager

Haringey Clerk (minutes)

*Jon Abbey

* Rory Kennedy

*David Tully

*Yoke O'Brien

*Anne Woods

* Vikki Monk -Meyer

* Ngozi Anuforo

*Eveleen Riordan

*Carolyn Banks

*Jonathan Adamides-Vellapah

* Members present

A Apologies given

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 23 FEBRUARY 2017 – TONY HARTNEY IN THE CHAIR**

MINUTE No.	SUBJECT/DECISION	ACTION BY
1.	CHAIR'S WELCOME	
1.1	The Chair welcomed all members and attendees to the meeting	
2.	APOLOGIES AND SUBSTITUTE MEMBERS	
2.1	Apologies: Noted.	
2.2	Substitutions: None noted.	
3.	DECLARATION OF INTEREST	
3.1	None.	
4.	MINUTES OF THE MEETINGS 16 JANUARY 2017	
4.1	The minutes of the 16 January 2017 were approved.	
5.	MATTERS ARISING 16 JANUARY 2017	
5.1	<p>From 03 December 2016.</p> <p>8.4 – Vikki Monk-Mayer to hold initial scoping discussion with Zena Brabazon and report back to forum. This action is outstanding and will be reviewed.</p> <p>Updated: 23 February 2017 – The meeting has been booked.</p>	VMM/ Brabazon
5.2	<p>Attendance and Welfare Service – De-delegation for Attendance and Welfare services.</p> <p>The Chair advised that a letter had been received from the Primary Heads concerning the de-delegation of the funds. The Forum agreed that when considering the de-delegation for particular services the proposals must make clear that if by de-delegating, that the service provided must be restricted to the maintained sector. It was acknowledged that this service provides assistance to the non-maintained academies and free schools who do not contribute and therefore there is an inequity, which must be avoided.</p> <p>The Forum noted that there are pre-meetings held to discuss proposals and within these meetings the members can question the proposals being put forward. The Forum itself can agree to defer decisions and request further information.</p> <p>AGREED: The Forum agreed that when considering the de-delegation of budgets, information will be provided if the maintained sector de-delegation will support activity for the non-maintained sector including Academies and Free Schools.</p> <p>NOTED: The Director of Children's Services will contact the Manager of Shared Service Center on the quality of HR support to schools who have purchased HR services through the SLA.</p>	DCS
5.3	<p>The Forum previously raised a question on the support by HR on redundancy assistance from Haringey HR. The Forum acknowledged that if the SLA has been purchased then assistance is provided, however if not there will be a charge applied.</p> <p>CONFIRMED: All schools maintained by the local authority including Voluntary Aided schools are eligible to be considered for support on an equal basis for redundancy assistance.</p>	

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 23 FEBRUARY 2017 – TONY HARTNEY IN THE CHAIR**

6.	THE 2017/18 INTERNAL AUDIT PROGRAMME FOR SCHOOLS	
6.1	<p>Anne Woods – Head of Audit and Risk Management, presented the paper and the Forum noted that:</p> <ul style="list-style-type: none"> • The internal audit reviews if schools are complying with the Schools Finance Manual • Internal audit is not required to audit the Schools Financial Standard (SFVS) • Audits are agreed and arranged with the Headteacher eight weeks in advance • Audits reports are provided to the Chair of Governors • The agreed escalation process has not been used, but is retained as an option should the school not provide appropriate responses to the audit recommendations • Training will be provided to Headteachers, Deputies and Business Managers on the audit list, however schools not on the list can attend. <p>The Forum noted that from the audits conducted so far, a number of schools have received a limited level of assurance.</p>	
6.2	<p>Q= Are there key areas/themes where schools are failing A= Yes, there are common themes and recommendations from the audits.</p> <p>Q= What does the workshop cover? A= It is very informative and looks at case studies and provides guidance.</p> <p>Q= Is there a governor workshop? A= Yes, this takes place on the 23 March 2017.</p> <p>ACTION: Anne Woods to make available the Internal Audit Proforma.</p>	AW
6.3	RESOLVED: The Schools Forum noted the planned programme of internal audit work for 2017/18	
7.	RESPONSE TO DFE CONSULTATION ON STAGE 2 NATIONAL FUNDING FORMULA	
7.1	<p>David Tully: Head of Finance, Children, Schools and Adults, presented the paper, which proposed responses to the consultation. The Forum noted the following summary:</p> <ul style="list-style-type: none"> • Schools Forum have considered at their meetings the National Funding Formula and have provided responses the last being in the summer of 2016 • The proposal will separate the schools block into two areas one is a formulaic allocation and the second is a block for centrally retained activities • Haringey is expected to lose up to 10% as the Minimum Funding Guarantee (MFG) is established within schools • The Stage 2 consultation is now open and requires a response by the 22 March, with the NFF being introduced in 2018/19 rather than April 2017 	

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THURSDAY 23 FEBRUARY 2017 – TONY HARTNEY IN THE CHAIR**

	<ul style="list-style-type: none"> • The DfE will allocate funding to local authorities in 2018/19 based on the entitlements for each school, however the local authority is permitted to allocate using the local formula, this is a Soft NFF • 2019/20 will be the Hard NFF, which will be the schools budget including any MFG and floor protections • The DfE has set up the COLLECT portal which allows schools to review their own circumstances, which include the allocations for premises • The DfE have agreed a 3% floor and Haringey schools will benefit from this • The Formula Working Group has met to consider the implications based on the 2016/17 data and the impact of the NFF • Figures for 2017/18 indicate that primary schools will receive -7.8% and secondary schools -2.7% less based on the introduction of the NFF, however including the MFG and floor guarantee this is between -2.6 to – 2.9% • Most schools it appears will be funded through the MFG • Governing bodies must revisit how they organise budgets. 	
7.2	<p>The Forum discussed the following:</p> <ul style="list-style-type: none"> • All schools are facing cumulative cuts on average of 1.5% per year • There should be further work undertaken to reflect the changes for post 16 and special schools • Inclusion within the mainstream settings may face difficulties as funding becomes tighter • The inclusion practice should be re-visited. <p>Vikki Monk-Myer noted that at present the inclusion practices are being reviewed in all settings and that the High Needs Block (HNB) are looking at the proposed funding settlement and options available.</p> <p>The Forum noted that all blocks will work together in providing the best solutions. There has already been work undertaken by the working party to ascertain fixed costs (such as premises, business rates and utilities) and providing this information to schools.</p>	
7.3	<p>The Forum considered how to strengthen the responses and noted that the Leader of the Council has sent an email to Chairs and Headteachers on formulating their own response.</p> <p>The Forum agreed that the strategy would be to encourage each setting to engage their local community and stakeholders by writing and addressing separate letters to them and not to just copy everyone into the same letter. Separate letter could be sent to:</p> <ul style="list-style-type: none"> • The Minister (both sides of the bench) • The Lords (including Lord Nash, Lord Harris and cross party Peers) • The Government Departments (Treasury and Education) • The Prime Minister and opposition Leaders • The Local Members of Parliament • Members of the Greater London Authority. 	

**MINUTES OF THE SCHOOLS FORUM MEETING
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7.4	<p>The Forum noted that:</p> <ul style="list-style-type: none"> • The DfE plan to consolidate the Schools block and Education services grant. Historic commitments will be funded and on-going commitments such as admissions will be funded on a formulaic basis. Transitional funding will be in place to support reducing historic commitments • The Growth Fund may be administered differently in the future • There is a separate High Needs consultation and the DfE proposal sees a formulaic approach driven by historic spends and proxy indicators. <p>The Forum thanked the Working Parties and Officers on providing these responses.</p>	
7.2	<p>RESOLVED: The Schools Forum noted the implications for Haringey Schools on the introduction of a National Funding Formula arrangements set out in the DfE consultation paper.</p>	
	<p>RESOLVED: The Schools Forum agreed the proposed responses to the Schools National Funding Formula Stage 2.</p>	
	<p>RESOLVED: The Schools Forum agreed the proposed responses to the High Needs Funding Formula Stage 2.</p>	
8.	<p>DEDICATED SCHOOLS BUDGE STRATEGY 2017/18</p>	
8.1	<p>David Tully: Head of Finance, Children, Schools and Adults, presented the paper, which provided an update to the Forum on the dedicated Schools Budget (DSG)</p>	
8.2	<p>The Forum noted the following:</p> <ul style="list-style-type: none"> • The DSG settlement from DfE is £249.6m and accounts for the funding increases such as the extension of the Early Years' provision • There are underspends in the DSG, which will be used to manage the overspends in the High Needs block with the remaining funds re-distributed to the remaining blocks • There are 28 school budgets that will be set under the MFG • Early Years settings will receive £4.88 as their universal base rate excluding the deprivation rate • The High Needs Block continues to require support • Special Schools and Resource units will be issued their Place Funding allocation by February 17 and the EFA agreed funding is £10,00 per place • Pupil Premium Grants will be paid in quarterly installments to the local authority and paid to schools quarterly once received from the EFA • Universal Infant Free School Meals (UIFSM) is set at £2.30. <p>The Forum noted that the local authority will be contacting all maintained schools on the management of redundancies as the Forum declined to de-delegate resources. A response from the Secretary of State is awaited.</p>	

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8.4	RESOLVED: The Schools Forum noted that Cabinet agreed the presented figures to the Schools Forum in January 2017.	
	RESOLVED: The Schools Forum noted that the base funding rate for Early Years provision for 3 and 4 Year olds will be £4.88 for 2017/18, with a deprivation factor based on the child's eligibility	
	RESOLVED: The Schools Forum agreed that the £60k provided through the DSG Early Years Block for the Disability Fund may be included in the centrally retained budget	
	RESOLVED: The Schools Forum noted the status for the release for budget information to schools by the local authority.	
9.	CONTINGENCY FOR SCHOOLS IN FINANCIAL DIFFICULTY	
9.1	<p>Yoke O'Brien: Finance Business Partner introduced the paper and noted to the Forum that no allocations had been made due to insufficient evidence provided.</p> <p>The Forum noted that the criteria is provided to all applicants and the Panel after reviewing all applications noted that the main reason for refusal is that no application met the outlined criteria. The contingency should not be used to support cash flow issues, prop up budgets, fund deficit scenarios or poor fiscal management.</p> <p>The Forum noted the following from the paper: "In view of the emerging financial modelling figures of the proposed National Funding Formula. Schools Forum are also advised to ask schools to robustly review their respective school's budgets and organisational structure with Governing Bodies on a termly Basis to ensure that it is able to continue as a financial viable entity" "... that school business managers need to be ... more alert to their schools financial situation and take steps early enough to warn the Headteacher and Governing Body of all issues arising so that effective action can be taken to address all emerging issues".</p>	
9.2	<p>Q= Did no school present information that could be considered? A= No school applications met the criteria and some schools apply year on year who have positive cash positions. There are applications received which can be attribute to poor financial management.</p> <p>Q= What can be done to help? A= There needs to be robust solutions including financial training and budget assistance in the long term to ensure that these schools can set balanced budgets. The overarching aim is that all schools must set a sustainable budget.</p> <p>Q= Can schools set a deficit budget? A= No and this will not be supported by the local authority.</p> <p>Q= Have schools been informed of the decision?</p>	

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	<p>A= We are waiting on the agreement from Forum on the proposal to get assistance to schools to help set budgets.</p> <p>Q= If we agree what happens next? A= We will include the offer of support in the letters and engage with the schools. The impending NFF settlement makes it more urgent to get schools to have a balanced budget and work through solutions now.</p> <p>Q= Will some budget be retained after the £80,000? A= Yes, there will be a smaller fund.</p>	
9.2	RESOLVED: The Schools Forum noted that in the most recent meeting of the Panel, no allocations were made because of insufficient evidence provided by schools.	
	RESOLVED: The Schools Forum agreed for the Panel to use up to £80k of available resources for specialist school finance support (i.e. budget management training and short-term support in setting realistic recovery plans) rather than provide the funding to the schools directly. This will only affect maintained primary and secondary schools.	PD/YO' B
10.	PROPOSALS FOR BACK TO BUDGET FOR HNB (PLUS MINUTES OF HNB 3/2/17)	
10.1	<p>Vikki Monk-Myer: Head of SEN and Disability, presented the paper, which outlined the actions taken to date to ensure that children with SEND have a service that is of high quality and value for money. The Forum noted the following:</p> <ul style="list-style-type: none"> • Expenditure has been contained by reviewing vacancies and agreeing to hold these at present as re-organisation of services and associated post are pending • Expenditure in some service areas including Portage has not been fully spent • The SEN contingency will have a new distribution plan and concentrated in fewer schools • Early Years top -up funding and application process is being reviewed • There are predicted savings of £385,000 in the current year <p>The Forum noted that a HNB Grant has been secured to assist with the strategic review of the HNB. To progress with the project a commissioner will be employed on a fixed term contract to look at all areas of commissioning and procurement process. The Forum noted the HNB minutes.</p>	
10.2	<p>Q= Are early support places being retained? Y= Yes, as outlined in the paper they will be monitored for the take-up</p> <p>Q= The application process how is it changing? A= It is being simplified so that request can be assessed and agreed quickly.</p> <p>Q= Do we not have the in-house expertise for the commissioning project?</p>	

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THURSDAY 23 FEBRUARY 2017 – TONY HARTNEY IN THE CHAIR**

	A= We do however, this is a specific grant to look at commissioning and a discreet project. An outside commissioner looking at this area independently should complete this quicker and more effectively.	
10.2	RESOLVED: The Schools Forum noted the report and agreed the approach.	
11.	UPDATE FROM WORKING PARTIES	
11.1	Early Years Working Party.	
11.1a	The Forum noted the minutes dated the 6 January 2017. The Forum noted that a meeting has been held on the 26 January 2017, the main topic was a response to the consultation.	
11.2	High Needs Block.	
11.2a	The minutes were noted under item 10.1	
11.3	Traded Services	
11.3a	The Forum noted the paper presented by Douglas Cook on the Traded Services which outlined to progress made to date and how the service has developed new streams of income work including the contract for providing clerking services for Enfield schools. The paper highlighted that service does face challenges including recognising that schools will have restricted budgets, and the impact of Multi Academy Trusts procurement of services. The Forum thanked Douglas for his work as this will be his last meeting a permanent appointment has been made to the post of Traded Services Manager.	
12.	WORK PLAN 2016/17	
12.1	The Work Plan was noted.	
13.	ANY OTHER URGENT BUSINESS – NONE	
13.1	The Forum were advised by the Assistant Director that a working group had been established to review the contract for Trade Union facilities. The Forum noted that there were vacancies on the group and decisions are required. AGREED: Will Wawn, Mike McKenzie and Natasha Lewis to join the working party. NOTED: Tony Hartney, Cal Shaw and Ed Harlow are existing members. ACTION: A meeting of the group to be organised by the Assistant Director	RK/ER/ JP
13.2	The Forum gave thanks to Rory Kennedy as this was his last meeting. The Forum gave thanks to David Tully for his support and noted that a new Head of Finance has been appointed. The Forum congratulated Carolyn Banks on her appointment as Governance Services Manager.	
14.	DATE OF FUTURE MEETINGS	
	<ul style="list-style-type: none"> • 18 May 2017 • 29 June 2017. 	



Agenda Item 6

Report Status For information/note <input checked="" type="checkbox"/> For consultation & views <input checked="" type="checkbox"/> For decision <input checked="" type="checkbox"/>
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The Children and Young People's Service

Report to Haringey Schools Forum – 13 July 2017

Report Title: Schools Forum Membership and Constitution
Authors: Carolyn Banks, Clerk to the Forum Telephone: 020 8489 5030 Email: Carolyn.banks@haringey.gov.uk
Purpose: To review the membership of the Forum.
Recommendations: 1. That there be no change to the allocation of places for Academy representatives for the Academic year 2017/18. 2. To note the number of governor vacancies and the responsibility of the Haringey Governors Association for submitting nominations for these places.

1. Report.

1.1 Membership

This annual report on Forum membership reviews the number of Academy members ensuring that the allocation of places to the schools representatives is proportionately represented, having regard to the total number of pupils in attendance in the various settings.

- 1.2 The attached appendix sets out the number and proportion of pupils in attendance across the school settings and phases. This indicates that in accordance with the October 2016 census date 21,075 pupils attended maintained schools out of a total of 33,633 pupils, which is roughly two thirds, which accords with the current allocation of 6 places from the academy sector and 19 places for representatives from the maintained sector.
- 1.3 As well as the term of office coming to an end, a member ceases to be a member of the Schools Forum if he or she no longer occupies the office by which he or she became eligible for election, selection or appointment to the Schools Forum. There are currently vacancies for a secondary maintained school governor, one primary governor and two secondary academy governors. The Haringey Governors Association are responsible for nominating governors for filling these places.

2. Future of the Forum

- 2.1 At present there remains a continuing role for the schools' forums in 2017-18 and 2018-19 in carrying out their current role of advising on the school's budget and the local formula, and making decisions about what spending can be held centrally in relation to schools. However, if the 'hard formula' for schools comes in 2019-20, the Forum's role will change substantially. The DfE has indicated that in advance of introducing the 'hard formula', they will carry out a review from first principles of the role, functions and membership of schools' forums.

2017-18 BUDGET - OCT 2016 CENSUS

URN	LAESTAB	School Name	NOR
102078	3092002	Belmont Junior School	215
102079	3092003	Belmont Infant School	169
102080	3092004	Bounds Green Junior School	270
102081	3092005	Bounds Green Infant School	209
102084	3092008	Campsbourne Junior School	215
102085	3092009	Campsbourne Infant School	175
102087	3092015	The Devonshire Hill Nursery & Primary School	406
102091	3092020	Earlsmead Primary School	438
102092	3092022	Highgate Primary School	390
102094	3092025	Lancasterian Primary School	422
102097	3092029	Coldfall Primary	632
102098	3092031	Tetherdown Primary	417
102106	3092041	Rokesly Junior	351
102107	3092042	Rokesly Infant School	262
102110	3092045	South Harringay Junior School	242
102111	3092046	South Harringay Infant School & Nursery	174
102112	3092047	Stamford Hill Primary School	191
102115	3092051	West Green Primary School	192
102120	3092057	Tiverton Primary School	369
102121	3092058	Coleridge Primary	837
102124	3092062	Welbourne Primary	538
102125	3092063	Lea Valley Primary School	424
102127	3092065	Ferry Lane Primary School	186
102128	3092072	Rhodes Avenue Primary	603
102129	3092075	Crowland Primary School	406
102130	3092076	Weston Park Primary School	266
102131	3092077	The Willow Primary School	405
130358	3092078	Alexandra Primary School	369
131096	3092079	Stroud Green Primary	328
131478	3092080	Earlham Primary School	379
131595	3092082	Lordship Lane Primary School	608
131731	3092083	Bruce Grove Primary School	394
131879	3092084	Risley Avenue Primary School	614
131871	3092085	Muswell Hill Primary School	422
132253	3092088	Seven Sisters Primary	365
102132	3093000	St Aidan's VC Primary School	206
133707	3093001	The Mulberry Primary School	612
102135	3093302	St Michael's Primary - N6	405
102136	3093303	St James C of E Primary	255
102139	3093306	St Mary's CE Primary School	498
102142	3093500	Our Lady of Muswell Catholic Primary School	411
102143	3093501	St Francis de Sales Catholic Infant & Junior School	357
102144	3093502	St Ignatius RC Primary School	372
102145	3093503	St Mary's RC Junior School	235
102146	3093504	St Paul's Catholic Primary School	212
102147	3093505	St Mary's RC Infant School	179

102148	3093506	St Peter In Chains RC Infant School	167
102149	3093507	St Francis de Sales Catholic Infant & Junior School	265
102150	3093508	St Martin of Porres RC Primary School	197
102151	3093509	St Gildas' Catholic Junior School	227
102152	3093510	St John Vianney Catholic Primary	207
134680	3093511	Chestnuts Primary School	406
134681	3093512	North Harringay Primary School	407
102153	3094029	Hornsey Girls School	706
102154	3094030	Highgate Wood School	1,199
102155	3094031	Northumberland Park Community School	1,030
102156	3094032	Fortismere School	1,281
102157	3094033	Gladesmore Community School	1,241
131757	3094037	Park View	1,075
136808	3092011	Eden Primary	195
141209	3092012	Brook House Primary School	358
138446	3092016	Harris Primary Academy Coleraine Park	393
138447	3092021	Harris Primary Academy Philip Lane	390
138588	3092028	Noel Park Primary School	538
138589	3092030	Trinity Primary Academy	403
139240	3092037	Holy Trinity CE Primary School	198
139176	3093300	St Paul's & All Hallows Infant School	148
139169	3093304	St Ann's CE Primary School	195
139175	3093307	St Michael's CE Primary School	189
139177	3093308	St Paul's and All Hallows CE Junior Scho	219
140968	3094001	Tottenham UTC	21
137745	3094034	Woodside High School	922
137531	3094036	Alexandra Park School	1,105
139362	3094703	St Thomas More Catholic School	869
139616	3094705	Heartlands High School	1,046
133386	3096905	Greig City Academy	873
140935	3094000	Harris Academy Tottenham	539
		TOTAL	33,633



Agenda Item

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Report Status

For information/note	<input type="checkbox"/>
For consultation & views	<input type="checkbox"/>
For decision	<input type="checkbox"/>

The Children and Young People's Service

Report to Haringey Schools Forum – 13 July 2017

Report Title: The schools internal audit programme 2016/17 feedback.

Author: Head of Audit and Risk Management
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Purpose:

To advise the Schools Forum of the outcomes of the 2016/17 audit programme and formal follow up audits for 2015/16 audits.
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Recommendations

- | |
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| <ol style="list-style-type: none"> I. That the Schools Forum note the feedback on the work completed in 2016/17, including the results of the follow up audits on 2015/16 audits (Appendix A). |
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1. Background.

1.1 Internal Audit undertakes a programme of school audit reviews to ensure that schools are complying with the requirements of the Schools Finance Manual, issued in 2007; and to confirm the risks associated with the key financial and non-financial processes are appropriately managed.

1.2 Internal audit are not required to audit the School Financial Value Standard (SFVS), but the audit programme does check that the SFVS has been completed and whether it aligns with the audit findings. The programme of routine audit work should assist schools in providing assurance to Governing Bodies for the SFVS.

2. Feedback on 2016/17 audit work

2.1 This report:

- Summarises the overall outcomes and assurance levels provided to individual schools from 2013/14 to 2016/17;
- Provides information on the results of the formal follow up programme;
- Provides a summary of assurance and recommendations made; and

- Highlights some of the issues relating to non-compliance with the Schools Finance Manual where recommendations were made.

2.2 Table 1 below summarises the overall outcomes and assurance ratings for the previous four financial years of all internal audits completed.

Table 1 – Summary of assurance ratings provided 2013/14 to 2016/17

	Number of audits planned	Substantial Rating assurance	Limited Assurance rating	Nil Assurance rating
2013/14				
Primary Schools (incl. nursery/special)	15	8	6	1
Secondary Schools	3	1	2	0
Sub-total	18	9	8	1
2014/15				
Primary Schools (incl. nursery/special)	12	4	8	0
Secondary Schools	1	1	0	0
Sub-total	13	5	8	0
2015/16				
Primary Schools (incl. nursery/special)	12	8	2	0
Secondary Schools	1	1	0	0
Sub-total	13	9	4	0
2016/17				
Primary Schools (incl. nursery/special)	21	6	12	3
Secondary Schools	3	2	1	0
Sub-total	24	8	13	3
Total	68	31	33	4

2.3 School audits have shown significant weaknesses across all schools and 2016/17 has seen a rise in the number of primary and secondary schools with limited or nil assurance ratings. More schools in the 2016/17 audit programme were included as a result of previous poor audit assurance ratings, or non implementation of audit recommendations at follow up, but the outcomes reported are worse than anticipated.

2.4 The fact that 67% of schools audited in 2016/17 returned limited or nil assurance ratings is of serious concern to the Council and the issue has been included in the statutory Annual Governance Statement, which will be reported to the Corporate Committee on 25 July 2017 as part of the Council's annual accounts.

2.5 For the school audits completed in 2016/17, a **total of 289 recommendations** were raised. Table 2 below summarises the recommendations made and groups them into the areas which are contained within the individual audit reports issued to schools.

Table 2 – Overall assessment of control and recommendations raised

Area of Scope	Adequacy of Controls	Effectiveness of Controls	Recommendations Raised		
			Priority 1	Priority 2	Priority 3
Management organisation	Green	Amber	5	50	14
School improvement plan & OFSTED inspections	Green	Amber	0	13	1
Budget setting, monitoring & control	Green	Amber	4	18	2
Staffing	Green	Amber	0	24	8
Expenditure & accounting records	Green	Amber	15	42	6
Asset Management & Inventory Records	Green	Amber	2	40	18
School unofficial fund	Green	Amber	1	4	1
Income & Lettings	Green	Amber	2	8	3
School meals	Green	Amber	4	2	2
Total			33	201	55

2.4 The areas reported as 'Green' under 'Adequacy of Controls' indicate that, overall, schools have identified appropriate controls which, if put into practice, would be adequate to manage the risks for that area.

2.5 The column headed 'Effectiveness of Controls' is an assessment of whether the controls which should be in place are working as intended. There were no areas where controls were reported to be working effectively in 2016/17.

2.6 Overall, the proportion of schools receiving 'limited' and 'nil' assurance has increased, which is reflected in the numbers of recommendations raised. The number of Priority 1 recommendations – those which identify serious control weaknesses – has increased from 2015/16 when only one Priority 3 recommendations were raised. A summary of the outcomes and the details of Priority 1, 2 and 3 recommendations raised is shown in Appendix A.

2.7 Table 2 shows that significant areas of non-compliance with the Schools Finance Manual found in 2016/17 were within the key financial areas reviewed by audit: **management organisation; budget setting,**

monitoring and control; staffing; expenditure and accounting records; and asset management.

2.8 Serious weaknesses identified in these key financial processes and areas indicate that basic financial controls were weak or non-existent which puts the school at a greater risk of fraud and poor long term financial stability. Key findings in 2016/17 included the following:

Non-compliance with financial regulations:

- No or insufficient numbers of written quotations or tenders obtained or retained for high value expenditure; high value expenditure not approved by Governing Body; purchase orders not raised for high value/routine expenditure; no valid invoice or receipts to support payments; bank mandate out of date; bank reconciliations not completed; weekly school meals income and banking reconciliation not completed; debt recovery processes not taking place; budget monitoring not undertaken; VAT returns not submitted regularly; receipts not issued for income received; income not banked regularly.

Items missing or non-existent:

- Asset/inventory register (regular checks not completed); Policies not in place e.g. lettings; Register of Business Interests in that not all Governors and staff with financial responsibility completed an entry; incomplete Terms of Reference for committees in that process to appoint Chair and Clerk not stated; No Statement of Acceptance (Contract) for new staff; overtime claim forms do not state reason for hours worked.

Non-ratification/minuting:

- School budget not approved by Governing Body; use of Pupil Premium not signed off by Governing Body; no sign off of Governing Body and Committee minutes; SFVS self assessment not approved; results of inventory and asset management reviews not approved.

3. Follow up programme for 2015/16 audits

3.1 Internal Audit completed formal follow up audits of all school audits which were undertaken in 2015/16. Appendix B sets out the overall results of the follow up work completed. The follow up visits were all arranged in advance with the individual schools and took account of the deadlines confirmed by schools for the implementation of recommendations.

3.2 The Schools Forum will note that of the 108 original recommendations, only 62 (57%) had been implemented at the time of the follow up visit; 2 of the 3 high priority (Priority 1) recommendations originally made remained outstanding at the time of the follow up visit. Twenty of the 75 Priority 2 recommendations originally made remained outstanding at the time of the follow up audit.

4. Training for Schools and Governors

4.1 In addition to circulating the school audit test programme, workshop sessions have been provided for school staff (finance staff, bursars, and head teachers) over the last three financial years to further assist schools in identifying key risk areas and control processes.

4.2 A workshop session was again offered to all schools with audits planned during 2017/18; the session was held on 15 March 2017 and the majority of schools due to be audited in 2017/18 attended the session.

4.2 A training session on audit and risk management, covering governor roles and responsibilities in relation to audit and risk management, as well as providing advice and guidance on key risk/control areas, was provided on 23 March 2017 as part of the annual governor training package. The training session is offered every academic year.

5. Internal Audit schools audit and follow up programme 2017/18

5.1 Internal Audit has started the 2017/18 programme of school audit visits; and all schools have been contacted and agreed dates for their respective audit visits.

5.2 Internal Audit will also arrange to follow up the 2016/17 audit work and recommendations. All schools will be visited during 2017/18; where 'nil' assurance reports were issued, a full audit will be undertaken. Any schools where high priority recommendations (Priority 1) remain outstanding may be included in the 2018/19 school audit programme for further review.

6. Recommendations.

6.1 That the Schools Forum notes the feedback on audit work completed in 2016/17.

Appendix A

Outcomes and recommendations raised for 2016/17 school audits

School	Type	Assurance	Recommendations Raised			Total
			Priority 1	Priority 2	Priority 3	
Ferry Lane	Primary	None	5	14	0	19
Lordship Lane	Primary	Limited	0	8	1	9
North Harringay	Primary	Substantial	0	5	2	7
Our Lady of Muswell	Primary	Substantial	0	7	0	7
Seven Sisters	Primary	Limited	2	12	2	16
St Aidan's Voluntary Controlled	Primary	Limited	0	7	3	10
St John Vianney Catholic	Primary	Limited	0	10	6	16
St Michael's CE Highgate	Primary	Limited	2	6	6	14
Stamford Hill	Primary	None	9	18	2	29
Stroud Green	Primary	None	12	13	1	26
Tetherdown	Primary	Substantial	0	6	1	7
West Green	Primary	Substantial	0	6	1	7
Weston Park	Primary	Limited	0	12	1	13
Pembury House	Nursery	Limited	0	12	2	14
Woodlands Park	Nursery	Substantial	0	5	1	6
Blanche Nevile Special	Special	Limited	0	10	1	11
Riverside Special	Special	Substantial	0	6	2	8
The Brook Special	Special	Limited	1	6	3	10
The Vale	Special	Limited	1	8	1	10
Belmont Junior	Junior	Substantial	0	6	3	9
Rokesley Junior	Junior	Substantial	0	4	8	12
Primary & Special Sub-total			32	181	47	260
Fortismere	Secondary	Substantial	0	1	3	4
Highgate Wood	Secondary	Limited	1	13	2	16
Northumberland Park Community	Secondary	Substantial	0	6	3	9
Secondary Sub-total			1	20	8	29
Total			33	201	55	289

Appendix B

The results of internal audit's follow-up work on the 2015/16 school audits

Follow up of 2015/16 audits	Type	Assurance	Recommendations raised				Recommendations Implemented				Partly Impl.	N/A	Not Impl.	Priority 1 O/S
			Priority 1	Priority 2	Priority 3	Total	Priority 1	Priority 2	Priority 3	Total				
Belmont	Infants	Substantial	0	4	2	6	0	3	2	5	0	1	0	0
Campsbourne	Primary	Substantial	0	5	3	8	0	3	1	4	0	1	3	0
Coleridge	Primary	Substantial	0	7	2	9	0	5	1	6	1	0	2	0
Earlham	Primary	Limited	2	2	1	5	0	0	0	0	0	0	5	2
Earlsmead	Primary	Limited	1	12	3	16	1	6	1	8	0	0	8	0
Highgate	Primary	Limited	0	13	1	14	0	6	1	7	1	1	5	0
Lea Valley	Primary	Substantial	0	7	2	9	0	5	1	6	3	0	0	0
Muswell Hill	Primary	Substantial	0	1	1	2	0	1	1	2	0	0	0	0
St Gildas' Catholic	Junior	Substantial	0	7	2	9	0	5	2	7	1	1	0	0
St Ignatius Catholic	Primary	Limited	0	9	6	15	0	2	1	3	2	2	8	0
St Mary's Catholic Priory	Primary	Substantial	0	3	3	6	0	3	2	5	0	0	1	0
The Willow	Primary	Substantial	0	3	3	6	0	3	3	6	0	0	0	0
Primary/Special Total			3	73	29	105	1	42	16	59	8	6		2
Gladesmore Community	Secondary	Substantial	0	2	1	3	0	2	1	3	0	0	0	0
Secondary Total			0	2	1	3	0	2	1	3	0	0	0	0
Overall Total			3	75	30	108	1	44	17	62	8	6	32*	2

* 32 recommendations not implemented:

- Priority 1 – 2
- Priority 2 – 20
- Priority 3 – 10

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**Agenda Item
8**

Report Status

For information/note
 For consultation & views
 For decision

Report to Haringey Schools Forum – date 13.7.2017

Report Title: Schools forum Update High Needs Block – SEN contingency funding

Author: Vikki Monk-Meyer

Contact: 0208 489 3205 Email: Vikki.monk-meyer@haringey.gov.uk

Purpose: Decision on usage of the SEN contingency

Recommendations:

That the forum agree to a ratio of 40% usage of a schools SEN funding before SEN Contingency payments are made

That the forum agree to pay SEN contingency payments for the period April 2017- July 2017 at 40% of 500K

That the forum agree to pay SEN contingency payments for the period Sept 2017- March 2018 at 40% of 400K, should the school funding formula be implemented

1. Background

1.0 SEN Funding

Schools receive funding to support children with SEN from a three elements.

Element 1. The basic cost of educating any pupil, regardless of special or additional educational need, national notional average £4,000.

Element 2. Funding to be found from within a school's delegated budget share for the cost of educating a pupil with **additional** needs; maximum expected contribution is £6,000. Element 2 is not a specific funding factor, but the Notional SEN Budget gives a **notional** value. This comes from within the schools overall budget.

Element 3. Centrally retained funding allocated for high needs pupils whose additional costs exceed £6,000 from the high needs block.

If a child goes onto require an education health and care plan, the first £6,000 of funding within the child's education health or care plan is drawn from a schools notional SEN funding or element 2, and the element 3 funding is provided from the high needs block.

2.0 Purpose of the SEN Contingency Funding

The purpose of the SEN contingency of £500K in the high needs block, is to reduce the financial load on schools who have disproportionate numbers of children compared to their levels of deprivation funding. Schools with proportionately larger number of children with Educational Health and Care (EHC) plans within smaller schools, or schools with overall higher volumes of children with EHC's, draw more heavily on a schools notional SEN funding to provide the first £6,000 of the funding within a child's Education Health and Care plan. As a result, this can limit the amount of funding that can be ascribed to support children who may require only short term or lower level support.

2.1. Usage of the contingency

Historically the contingency has been paid out to schools using a deviation ratio of 20% e.g. the assumption that once 20% of the schools notional SEN funding has been used the school will receive some form of payment. This resulted in more than 60 of the boroughs 72 schools receiving money, however the amounts were low in the main, the majority receiving less than £1,500, with many receiving just a few pounds.

2.2. Proposed changes to the contingency

The contingency was re-modelled using the different deviation variables of 20% (original), 30%, 40% and 50% as thresholds, with a range of budget from £500K to £200K used for the contingency. Through the modelling it became apparent that the levels of 20% and 30% still gave to grea a spread of payment, with amounts of limited use to schools. The clearest distribution was available with 40%, e.g. when 40% of the schools notional SEN funding was being used on funding the first £6,000 of children's EHC's. this appeared to give the clearest threshold for those schools with highest volumes but lowest deprivation levels.

3.0 Amount of SEN Contingency

Due to the pressures on the high needs block at this stage, the original proposal was to reduce the amount of contingency available, and therefore reduce the over spend. This proposal comes at the same time as a number of local and national changes including:

- The move to a more fully traded model for the educational psychology team
- The implementation of the national funding formula in April 2018

It is proposed that the amount of the SEN contingency remains at £500K from April 2017 to September 2017 and is delivered through the new deviation ratio of 40% (see appendix 1). The proposal is that the SEN contingency is then reduced by £100K in September 2017 and the £400K is distributed though the 40% deviation ration taking into consideration the EHC pupil numbers of the new academic year.

Vikki Monk-Meyer
Head of Service SEN and Disabilities
June 2017

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**Agenda Item
9**

Report Status

For information/note
For consultation & views
For decision

Report to Haringey Schools Forum – date 13.7.2017

Report Title: Schools forum Update High Needs Block – post 16 high needs funding

Author: Vikki Monk-Meyer

Contact: 0208 489 3205 Email: Vikki.monk-meyer@haringey.gov.uk

Purpose: Information and planning

Recommendations:

For information only

1. Report

1.0 SEND Reforms:

The SEND reforms 2014 have changed the legislation over duties to provide support to children. The key features of the reform agenda are:

- A requirement for the Authority and local Schools to publish their 'Local Offer' for Families and Young People with SEN and Disabilities on their websites
- Education, Health and Social Care Plans (EHC plans) to replace statements, but the threshold to remain as the child's significant learning need. These to be issued within 20 weeks
- The use of a personal budget for services within the Education, Health and Care Plan
- Extension of the EHC plan to 25 years for Young People in Education
- The extension of the duty to include children and young people in Youth Offending Services
- Joint Commissioning between Health, Education and Social Care
- Collaboration and Co-production with families and children

The reforms have increased the need for resources for an extended age range of children and young people to be assessed for, and provided with support in education, potentially up to the age of 25 years.

This report will focus on the population, funding and educational outcomes for young people aged 16- 25 years

1.1 Population of children with SEN and Disabilities:

1.1.1. In April 2016 Haringey had 1600 children and young people with Statements of SEN and Young People with Learning Difficulty Assessments, this is an increase of 91 children from 2014-2015 where there were 1414 with statements and 100 with LDA's. In April 2017 this had increased to 1790, an increase of 9% over the previous year.

Year	No. of children with statements	% increase from previous year
2009	1,262	
2010	1,284	1.7%
2011	1,300	1.2%
2012	1,354	4.2%

2013	1,393	2.8%
2014	1,451	4.2%
2015	1,455	0.03%
2016	1,600	10%
2017	1790	9%

The majority of the increase has been in the upper age ranges, as a result of fewer young people leaving education.

1.1.2. Numbers of EHC's/statements from March 2013 to March 2017

	2013 - 2014	2014 - 2015	2015 - 2016	2016 - 2017
Pre-School/Nursery	14	4	8	19
Reception	54	61	63	61
Year 1	72	64	90	80
Year 2	75	86	76	112
Year 3	82	88	101	86
Year 4	104	92	93	111
Year 5	122	116	99	105
Year 6	130	121	126	106
Year 7	118	139	122	133
Year 8	117	117	138	128
Year 9	137	118	128	140
Year 10	125	138	115	127
Year 11	130	124	134	117
Year 12	41	37	120	132
Year 13	22	32	82	120
Year 14	8	8	69	79
Year 15			29	70
Year 15 plus			7	64
	1351	1345	1600	1790

The table above shows that the largest increase has been in the numbers remaining in education over year 15. This is young people aged 20-22 approximately.

1.2 Placement in or out of borough

The increased demand in this age range means that it is challenging to place this volume of young people in Haringey provision, with the result that the majority are attending out borough provision, and of those, many are in independent provision. There is also a rise in the use of residential placements, joint funded by adult social care or adult health services. The majority of these residential places are used by young people with Autism and mental health needs.

Breakdown by Post 16 provision

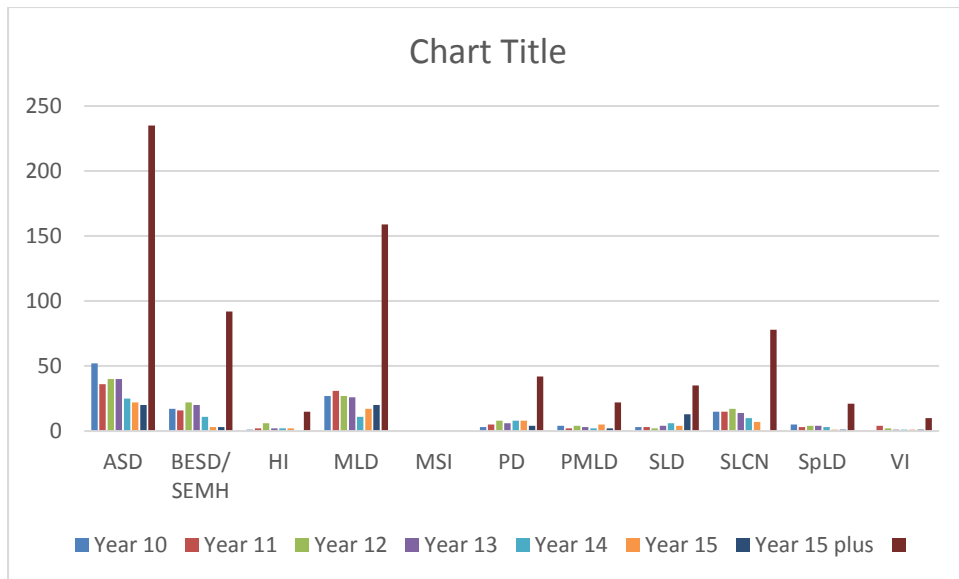
	Haringey Sixth Form Centre		Colleges		Special Post 16 Institution - Day		Special Post 16 Institution - Residential		Other day places*	
	In	Out	In	Out	In	Out	In	Out	In	Out
March 2017	108		47	83	22	2		7	5	22
March 2016	114		10	39	5	5		2	2	2

2 Profile of needs in the older age groups

2.2. The Young People with Statements of SEN or EHC's in Haringey have identified on their statement the following primary needs:

	ASD	BESD/ SEMH	HI	MLD	MSI	PD	PMLD	SLD	SLCN	SpLD	VI	
Year 10	52	17	1	27		3	4	3	15	5		127
Year 11	36	16	2	31		5	2	3	15	3	4	117
Year 12	40	22	6	27		8	4	2	17	4	2	132
Year 13	40	20	2	26		6	3	4	14	4	1	120
Year 14	25	11	2	11		8	2	6	10	3	1	79
Year 15	22	3	2	17		8	5	4	7	1	1	70
Year 15 plus	20	3		20		4	2	13		1	1	64
	235	92	15	159	0	42	22	35	78	21	10	<u>709</u>

2.3 Chart to show year group and needs



Our largest cohort is the year 12 group, with the predominant needs being Autism or moderate/severe learning disabilities for those remaining in education.

3. Placements by Average Cost and Types of needs met

Budget for the post 16 group is spent across two budget lines due to the type of placement: Higher education and out borough independent.

As can be seen from the above chart there are increasing numbers of students using out borough and independent due to limited local capacity.

The total spend on this age group is £2,528,951.23, across the two budget lines, the majority of this is on non-maintained provision.

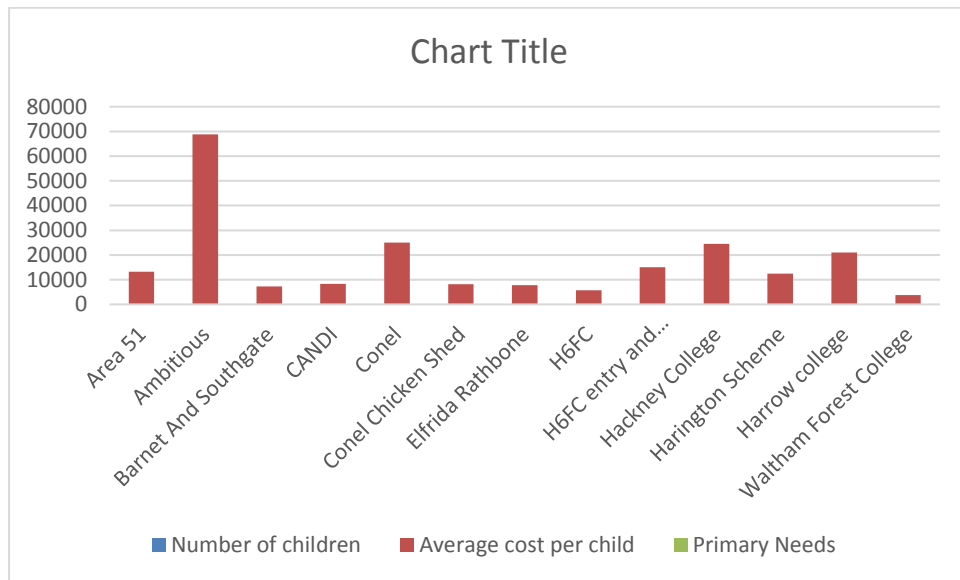
3.1 Average costs of placement and types of needs

The following is the most commonly used settings and their average costs.

College Name	Number of children	Average cost per child	Primary Needs
Area 51	22	13,263.36	PMLD/ASD
Ambitious	7	68,797.98	ASD
Barnet And Southgate	25	7,241.88	ALL
CANDI	4	8,301	SLD
Conel	30	2,5017	MLD
Conel Chicken Shed	4	8,201.25	SLD
Elfrida Rathbone	4	7,800.00	SLD
H6FC	37	5,722.91	MLD

H6FC entry and Foundation	65	15,000	PMLD/ASD
Hackney College	8	24,482.91	PMLD/ASD
Harington Scheme	6	12,402.83	MLD
Harrow college	5	21,000.00	HI
Waltham Forest College	11	3,797.96	SLD

Chart to show provision by average costs:



Harington scheme is proportionately more costly given the profile of young people attending. Conel has the lowest cost top up per course but tends to offer courses to less complex young people in the main college, with their franchises becoming more expensive (Ambitious and Chicken Shed). The specialist college for young people with Hearing Impairment is proportionately higher cost (Harrow) but there are limited numbers of providers who can meet these children's needs. The most effective college offer is Haringey 6th form centre, although this college is finding it difficult to maintain the range of courses to attract young people.

There is no collated data on the courses attended and topics of interest at this stage.

There is a provision map available for students when preparing for transition into college from school (newly published).

4.0 Outcomes for young people between 16 and 19 years.

The following is a table to show the employment Education and Training attendance of young people with and without SEND.

16-19 Yr Olds with SEND - Monthly Totals													
	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17
Total 16-19 Yr Old Cohort	8058	8051	8053	8039	8022	7892	7965	7940	8033	8027	8019	7990	7970
16-19 Yr Olds with SEND - Monthly Totals	363	350	341	333	327	406	404	396	386	374	371	358	346
% 16-19 Yr Olds with SEND	4.5%	4.3%	4.2%	4.1%	4.1%	5.1%	5.1%	5.0%	4.8%	4.7%	4.6%	4.5%	4.3%
Number with SEND in EET	304	302	298	288	217	51	212	225	258	285	280	272	270
% with SEND in EET	83.7%	86.3%	87.4%	86.5%	66.4%	12.6%	52.5%	56.8%	66.8%	76.2%	75.5%	76.0%	78.0%
Number with SEND NEET	19	20	19	20	20	18	19	20	18	31	37	40	40
% with SEND NEET	5.2%	5.7%	5.6%	6.0%	6.1%	4.4%	4.7%	5.1%	4.7%	8.3%	10.0%	11.2%	11.6%
Number with SEND with situation not known	38	26	22	23	88	337	173	151	110	58	54	46	36
% with SEND with situation not known	10.5%	7.4%	6.5%	6.9%	26.9%	83.0%	42.8%	38.1%	28.5%	15.5%	14.6%	12.8%	10.4%
Custody	2	2	2	2	2								

The proportion of young people with SEND attending education employment and training is increasing over the year but tends to show seasonal variation. The number of YP with SEND with a known situation is increasing, however there are still high numbers of children who are NEET. There are a range of initiatives to increase participation and to improve outcomes. These include an apprenticeship co-ordinator who links young people into apprenticeships.

4.1 Apprenticeships

Currently there are 44 young people with SEND in apprenticeships. Approximately 50% of these young people have a EHC or statements.

ACTIVATE LEARNING	1
APPRENTICESHIPS & TRAINING SERVICES CONSORTIUM LIMITED	1
BE TOTALLY YOU	1
CAPEL MANOR COLLEGE	3
COLLEGE OF HARINGEY, ENFIELD AND NORTH-EAST LONDON, THE	5
EALING, HAMMERSMITH & WEST LONDON COLLEGE	1
ECONOMIC SOLUTIONS LIMITED	2
FIRST4SKILLS LIMITED	1
GP STRATEGIES TRAINING LIMITED	1
HAWK MANAGEMENT (UK) LIMITED	2
HIT TRAINING LTD	2
ICON VOCATIONAL TRAINING LIMITED	2
JOBWISE TRAINING LIMITED	1
LEARNDIRECT LIMITED	1
LEARNING CURVE (JAA) LIMITED	2
LEWISHAM SOUTHWARK COLLEGE	1
M I T SKILLS LIMITED	2

MARDELL ASSOCIATES LIMITED	1
MERCEDES-BENZ UK LIMITED	2
POSITIVE OUTCOMES LTD	1
RATHBONE TRAINING	1
REDBRIDGE COLLEGE	1
SKILLS TEAM LTD	1
TESCO STORES LIMITED	1
THE INTRAINING GROUP LIMITED	1
WEST NOTTINGHAMSHIRE COLLEGE	4
WKCIC GROUP	2
Grand Total	44

Conel is offering a specific course mainly accessed by young people with EHC's.

4.2 Encouraging Young people into employment

There is a new initiative with Mencap who are supporting young people into employment who have an EHC or statement.

We have referred 26 young people to Mencap to date. The outcomes are as follows:

- 7 are in employment/traineeship
- 1 is in full time education having been NEET
- 4 are job ready
- 14 need support to be job ready

We have referred another 68 young people into Mencap for job carving and support into work, in the last 6 weeks.

4.3 Referral to adult services for those require support in their independence

We referred 56 young people to the adult learning disabilities combined team in 2016, and 75 in April 2017. There is a cohort of young people who have autism and no learning disabilities who are entitled to assessment for adult services under the Care Act 2014. There were 6 referrals last year, with an increasing identification of this cohort of young people. 17 were referred this year.

5.0 Development of services to improve outcomes and demonstrate impact.

5.1. We are working with Early Help and School Improvement teams to look at how we can track young people's courses, and their progression.

5.2. We are looking at how we can support colleges to assess, differentiate and make the best use of resources made available to them. This will be done

through the re-structure of the advisory teachers, and encouragement of trading for educational psychology services into the local colleges.

Vikki Monk-Meyer
Head of Service SEN and Disabilities
June 2017

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**Agenda Item
10**

Report Status

- For information/note
 For consultation & views
 For decision

Report to Haringey Schools Forum – 13 July 2017

Report Title: Proposals to address restructuring in our community schools and resultant potential redundancies and other related finance matters

Author: Eveleen Riordan, Joint Assistant Director, Schools and Learning

Contact: 020 9489 3607/eveleen.riordan@haringey.gov.uk

Purpose: To advise Schools Forum of the proposal to amend section 12 of the Financial Scheme of Delegation for schools to reflect the need to:

- 1 appropriately and robustly challenge restructure proposals with redundancy implications, and:
- 2 advise the Forum of other measures the Local Authority is taking to support schools in being able to operate within budget and challenge as appropriate where judicious financial decision making is not evidenced.

Recommendations:

- to agree amendments to section 12 of the Financial Scheme of Delegation to reflect increasing redundancy costs to the LA;
- note the other measures the LA is taking to support and advise all schools on financial matters to ensure optimised financial planning in all of our settings.

1. Introduction

- 1.1 An emerging national funding formula and other changes (including increasing pension and national insurance contribution commitments) has put significant financial pressure on schools' budgets.
- 1.2 As part of a number of measures that schools are considering to reduce spending and keep within budgets, some schools have looked at staffing structures to see *if* and *where* any savings might be made.
- 1.3 As a result, the Local Authority has received a number of restructure proposals from schools that result in redundancy payments. Further, we anticipate that the number of schools looking at restructuring and the resultant likelihood of increased redundancy payments is set to increase for at least the coming academic year, possibly beyond.
- 1.4 Appendix 1 to this report sets out a flow chart for how the Local Authority expects to be consulted on proposed restructures with a route outlined for those schools that buy Haringey's HR SLA and those schools that buy HR advice from outside of the Local Authority. This flow chart was shared with schools in June 2017.

2. Redundancies

- 2.1 The primary legislation for the issues relating to redundancy in community and VA schools is set out in Section 37 of the Education Act 2002 which makes clear that decision making responsibilities in securing the termination employment contracts of teaching and support staff in schools through redundancy lie with the Governing Body.
- 2.2 Consequently, the Local Authority role in consideration of any matter of possible staff redundancy would be only on making decisions about funding any such proposal, in accordance with relevant statutory requirements.
- 2.3 Section 37 of the Act makes it clear that the costs incurred in respect of securing the dismissal of staff through redundancies, shall not come from the school's delegated budget unless the Local Authority has good reason for refusing to fund all or part of the costs. 'Good reason' is not defined but a good reason might be that the Local Authority believes the proposed redundancy was unnecessary, efforts to secure redeployment were not adequately explored, where payments are too high or if the school holds a surplus revenue balance which could reasonably be used to fund the additional costs.
- 2.4 To support both schools and the LA through the process of restructuring proposals and resultant possible redundancies, and to ensure the appropriate challenge to the process, the LA is proposing to set up a panel of officers and head teachers that will scrutinise any

restructure proposal where there is a redundancy implication and, among other things, ascertain:

- a) Is there a clear and detailed rationale for the proposed staffing reduction?
- b) Is the proposed reduction in staffing based on an accurate assessment of the school's current financial position?
- c) Is the proposed reduction in staffing based on a reasonable and accurate prediction of the school's future financial position?
- d) Is the proposed reduction in staffing necessary to either set a balanced budget or meet the conditions of a licensed deficit?
- e) Does the proposed reduction in staffing arise from a deficit caused by factors within the school's control?
- f) Does the school have excess surplus balances and no agreed plan to use these?
- g) Has the school provided sufficient advance warning (a minimum of four weeks) of any possible redundancy to the Local Authority?
- h) Has the school carried out a thorough investigation of ways to avoid any redundancy?
- i) Does the school have a clear plan in place to try and avoid any redundancy/ through re-deployment of staff affected, including possible redeployment to other schools within the Local Authority pending the relevant a recruitment process of that school?
- j) Does the school have an agreed procedure and policy in place, which will be followed to make any reduction to staffing?

2.5 The changes proposed above necessitate an amendment to the Schools Financial Scheme of Delegation and Appendix 2 to this report sets out a proposed section 12 (Responsibility for redundancy and severance costs) to the Scheme which reflects the role of the panel.

2.6 The panel will also help challenge and determine (as a supplement to other processes and procedures already tasked with determining such matters) next steps in matters relating to:

- Applications for licensed deficits including challenge to ensure within a specified and reasonable timeline;
- Proposals to support schools in financial difficulty, including dedicated and tailored high quality financial advice and support.

2.7 The panel is expected to consist of the following:

- Schools and Learning officers, finance officers and HR officers;
- Head teacher representatives from Early Years settings, and primary, secondary and special school settings.

2.8 The panel will be scheduled to ensure it is able to meet monthly, and dates will be set across the 2017/18 school year in July 2017, with meetings to be cancelled only where there are no matters for the panel to determine in any given month.

3 Other measures

3.1 In addition to the above measures the local authority is currently taking actions to secure light touch as well as more intensive financial support to schools to respond to the varying levels of need among schools to support them in being able to either:

- keep healthy budgets, or
- to move a budget from a deficit position and maintain that position.

3.2 Such support is likely to take a number of forms including dedicated advice/training to Head teachers and School Business Managers as well as more hands on support and small group training where identified financial issues are deemed more serious.

3.3 The measures outlined in paragraph 1.13 above will include specialist financial support commissioned outside of the Local Authority using money already agreed and earmarked via Schools Forum.

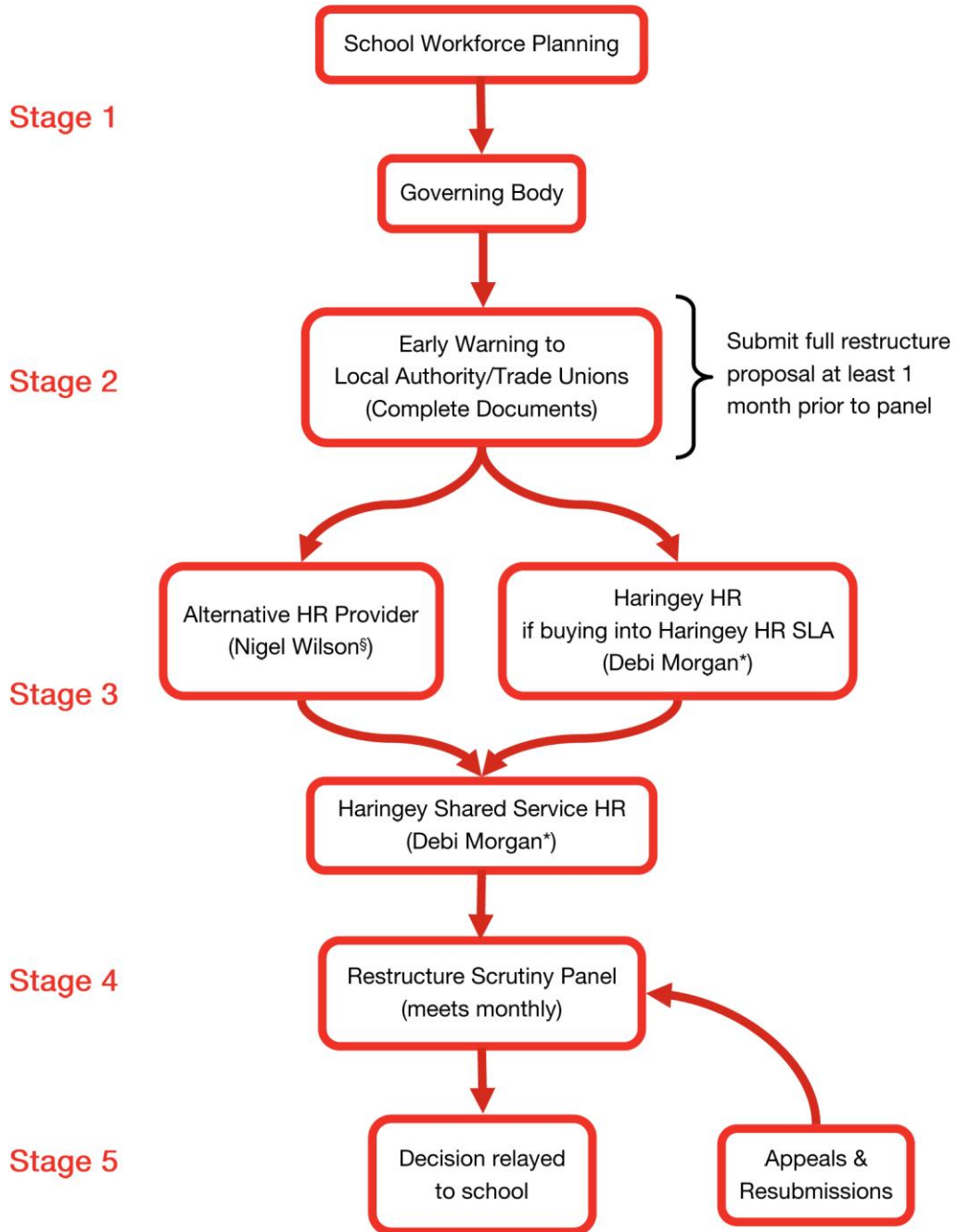
4 Recommendation

4.1 This report asks Schools Forum to note the measures proposed to both support and challenge schools during times of continued financial challenge to their budgets and agree to amend the Financial Scheme for Delegation to reflect the proposed challenge to restructure proposals.

Appendix 1 – LA flow chart for restructure proposals



Draft Redundancy Workflow



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Appendix 1 Scheme of Delegation – Amendment to section 12

12 Responsibility for redundancy and severance costs

This Section sets out Haringey Council's approach to funding part or all of the costs arising from maintained school Governing Body decisions relating to teaching and support staff redundancies, dismissals on the ground of efficiency resulting in staffing reductions and severance agreements on the grounds of redundancy or efficiency resulting in staffing reductions.

The information set out in the following paragraphs **must** be read in conjunction with the Council's School Restructure Scrutiny Panel process.

Under the Education Act 2002 the Local Authority has to decide whether the costs of redundancy dismissal on the grounds of efficiency and severance on the grounds of redundancy or of efficiency should be deducted from the school's budget share. This Section sets out a clear process for schools and the Local Authority to follow in order to support consistency and fairness.

This Section is intended to support existing HR policies. It does not replace or supersede any of the processes set out in these policies. It should be noted that the timescales and processes set out within this Section are purely for the purpose of decision making on the funding of any possible decisions on redundancies, dismissals on the grounds of efficiency resulting in staffing reductions and severance on the grounds of redundancy or efficiency resulting in staffing reductions, for teaching staff and support staff.

Decision making process

Schools considering reducing their staffing complement through redundancies, or through dismissal on the grounds of efficiency, or by entering into severance agreements on the grounds of redundancy or efficiency, should consult with their HR provider in the first instance. A "severance agreement" is an agreement under which the employee agrees that their employment will end and in which a sum of money is payable by the employer in consideration for that agreement.

With the support of their HR provider, the school is required to provide a written outline business case to the Local Authority setting out the possible need to reduce their staffing complement and the reasons for that possible reduction should there be a risk that the Local Authority will be all or partly funding any termination costs. As part of this outline business case, alternatives to dismissal should be fully explored. If these are discounted, then the reasons for this should be made very clear.

Decisions on whether or not to make funding available in principle and based on the outline business case will be made by the Assistant Director for Schools and Learning following consultation with the finance, legal and HR colleagues as appropriate.

The Local Authority will respond to the outline business case in writing within ten working days, setting out its position on funding or requesting a modification if required before a decision can be reached.

If the Local Authority accepts in principle the risk of potential costs resulting from the outline business case put forward by the Governing Body then the school should begin to formally work through the relevant procedures relating to redundancy, dismissal on the grounds of efficiency and severance agreements on the grounds of redundancy or efficiency in conjunction with their HR provider and in accordance with relevant statutory requirements.

If the Local Authority does not accept the outline business case put forward by the Governing Body, or requests modification which the Governing Body rejects, then the Head teacher or the Governing Body will have a period of ten working days in which it may appeal the decision to the Assistant Director(s) for Schools and Learning.

Where the Local Authority decision is not to fund a proposed reduction, following either the original Governing Body request or any subsequent appeal, the Head teacher and Governing Body has the option to continue with their proposals and meet any funding requirement from their delegated budget.

Where the Local Authority decision is in principle to fund in part or in full, the school will submit a further detailed schedule of proposed costs relating to the individuals affected once the process of

consultation and school decision making has been completed with all reasonable efforts to secure redeployment for those affected having been made.

The schedule of costs will then be considered by the Assistant Director(s) for Schools & Learning to determine if the proposed level of payment was in line with the Council's policy. Payments above those set out in the Council's Restructure Policy¹ will not be approved. The Governing Body would have the option to fund the difference from the school delegated budget

The Local Authority will then notify the school within ten working days of receiving the schedule of proposed costs that it is in agreement, unless it has good grounds for not agreeing.

The school will progress the completion of the HR procedure, in conjunction with their HR provider, to a final decision to terminate employment/ determination to cease to work at the school and/or the school will finalise the severance agreement. The school or their HR provider will notify the Local Authority within ten working days of the decision and the date on which the decision will take effect and /or of the severance agreement

The school should make any payment through their payroll provider and then reclaim the actual costs. This should be done through the Assistant Director of Schools & Learning.

On receipt of final confirmation of the determination to cease to work at the school/ decision to terminate employment/ severance agreement. the Assistant Director will arrange for the payment to the school.

The Assistant Director of Schools & Learning will arrange for the recovery of any agreed portion of any payment from the school's delegated budget if appropriate.

Redundancy/ Dismissal on the grounds of efficiency

The primary legislation for the issues addressed by this policy is set out in Section 37 of the Education Act 2002 which makes clear that decision making responsibilities concerning whether any payment should be made by the Local Authority in respect of the dismissal of, of teaching and support staff in schools, and concerning the amount of any such payment, lie with the Governing Body.

Consequently, the Local Authority role in the consideration of any matter of possible staff redundancy/ dismissal on the ground of efficiency would be only be in making decisions about whether the cost of redundancy/ dismissal on the ground of efficiency should be met from the school's budget share.

In this Section "dismissal" includes the non-renewal of a fixed term contract.

Section 37 of the Act makes it clear that the costs incurred in respect of securing the dismissal of staff by reason of redundancy / efficiency, shall not come from the school's delegated budget unless the Local Authority has good reason for deducting all or part of the costs from the school's budget share. 'Good reason' is not defined but a good reason might be that the Local Authority:

- Believes the proposed redundancy was unnecessary;
- Considers insufficient efforts to secure redeployment were made;
- Considers the payments are too high; or
- Considers the school holds a surplus revenue balance which could reasonably be used to fund the additional costs.

In considering any proposal which might require the Local Authority to fund redundancy payments the following criteria will be applied to a school's outline business case by the Local Authority in reaching a decision:

- k) Is there a clear and detailed rationale for the proposed staffing reduction?
- l) Is the proposed reduction in staffing based on an accurate assessment of the school's current financial position?
- m) Is the proposed reduction in staffing based on a reasonable and accurate prediction of the school's future financial position?

¹ Restructure Policy agreed by S&R on 29th June 2015

- n) Is the proposed reduction in staffing necessary to either set a balanced budget or meet the conditions of a licensed deficit?
- o) Does the proposed reduction in staffing arise from a deficit caused by factors within the school's control?
- p) Does the school have excess surplus balances and no agreed plan to use these?
- q) Has the school provided sufficient advance warning (a minimum of four weeks) of any possible redundancy to the Local Authority?
- r) Has the school carried out a thorough investigation of ways to avoid any redundancy?
- s) Does the school have a clear plan in place to try and avoid any redundancy/ through re-deployment of staff affected, including possible redeployment to other schools within the Local Authority pending the relevant a recruitment process of that school?
- t) Does the school have an agreed procedure and policy in place, which will be followed to make any reduction to staffing?

Where the criteria set out above are met, the Local Authority will normally agree in principle to fund the redundancy lump sum compensation payments, including any enhancement in line with Haringey Council's policy for redundancy payments, The Local Authority will normally not meet any liability of the employer to make payment to Haringey Council's Pension Fund in respect of a support staff member aged between 55 and their normal pension age at the date of termination, or to make payment to the Teachers' Pension Fund in respect of a teacher aged between 55 and their normal pension age at the date of termination .

In considering any proposal which might require the Local Authority to fund the costs of a dismissal on the grounds of efficiency, the following criteria will be applied to a school's outline business case by the Local Authority in reaching a decision:

- a) Has the school set out a compelling and consistent case which establishes the need to make the proposed dismissal on the grounds of efficiency?
- b) Has the school clearly demonstrated the efficiencies which will be delivered from the proposed dismissal?
- c) Is the proposed dismissal on efficiency grounds linked to the need to secure educational standards?
- d) Has the school provided sufficient advance warning (a minimum of four weeks) of any possible dismissal on the grounds of efficiency to the Local Authority?
- e) Has the school carried out a thorough investigation of ways to avoid the dismissal?
- f) Does the school have a clear plan in place to try and avoid the dismissal through re-deployment of the staff member affected, including possible redeployment to other schools within the Local Authority?
- g) Does the school have an agreed procedure and policy in place, which will be followed to make the dismissal?

Where the criteria set out above are met, the Local Authority will normally agree in principle to fund the costs of the dismissal. However, the Local Authority will normally not meet any liability of the employer to make payment to Haringey Council's Pension Fund in respect of a support staff member aged between 55 and their normal pension age at the date of termination or to make payment to the Teachers' Pension Fund in respect of a teacher aged between 55 and their normal pension age at the date of termination.

Severance

The primary legislation for the issues addressed by this policy is set out in Section 37 of the Education Act 2002 which makes it clear that decision making responsibilities concerning whether the Local Authority will make any payment for the purpose of securing the resignation of teaching and support staff, and concerning the amount of any such payment lies with the Governing Body.

Consequently, the Local Authority role in the consideration of any matter of possible resignations on the grounds of redundancy or efficiency would be only be in making decisions about whether the cost of securing the resignation should be met from the school's budget share.

Section 37 of the Act makes it clear that the costs incurred in respect of securing the resignation of staff through severance agreements on the grounds of redundancy or efficiency, shall not come from the school's delegated budget unless the Local Authority has good reason for deducting all or part of the costs from the school's budget share.

In considering any proposal which might require the Local Authority to fund the costs of a severance agreement on the grounds of redundancy or efficiency, the following criteria will be applied to a school's outline business case by the Local Authority in reaching a decision:

- a) Has the school set out a compelling and consistent case which establishes the need to enter into the severance agreement on the grounds of redundancy or efficiency?
- b) Has the school clearly demonstrated the efficiencies which will be delivered from the proposed severance agreement?
- c) Is the proposed severance agreement on redundancy or efficiency grounds linked to the need to secure educational standards?
- d) Has the school provided sufficient advance warning (minimum of four weeks) of any possible severance agreement on the grounds of redundancy or efficiency to the Local Authority?

Where the criteria set out above are met, the Local Authority may agree in principle to fund any lump sum payment to a member of staff to secure their resignation on the grounds of redundancy or efficiency.

Having agreed in principle to fund the costs of securing a resignation on the grounds of redundancy or efficiency by accepting the outline business case put forward by a school, the Local Authority will then consider the schedule of proposed costs for any severance agreement for every individual affected. At this stage the Local Authority will only reverse its earlier decision to agree in principle if it has good grounds for doing so. The definition of 'good grounds' will be where the severance agreement payment costs are unreasonably large

Therefore, the Local Authority will normally fund the cost of a lump sum payment to a member of staff to secure their resignation on the grounds of efficiency, provided this does not exceed what would be reasonable, from a reserve drawn from the schools budget as agreed with the Schools Forum. However, the Local Authority will normally not meet any liability of the employer to make payment to Haringey Council's Pension Fund in respect of a support staff member aged between 55 and their normal pension age at the date of termination or to make payment to the Teachers' Pension Fund in respect of a teacher aged between 55 and their normal pension age at the date of termination.

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**Agenda Item
11**



Report Status

For information/note
 For consultation & views
 For decision

Corporate Resources – Finance.

Report to Haringey Schools Forum – 13th July 2017

Report Title: 2016-17 and 2017-18 Dedicated Schools Grant Allocation, 2016-17 Dedicated Schools Grant Outturn and 2016-17 Schools' Balances

Author:

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Purpose

- (i) To advise the Schools Forum of the latest Dedicated Schools Grant allocations for 2016-17 and 2017-18.
- (ii) To advise the Schools Forum of the 2016-17 DSG Outturn and the draw down from DSG Reserves for 2016-17 financial year is agreed.
- (iii) To advise the Schools Forum of the DSG Reserves carried forward at £2.8M.
- (iv) To advise the Schools Forum of individual schools balances carried forward and the increasing number of schools in financial difficulty.

Recommendations

- (a) The latest DSG allocation for 2016-17 and 2017-18 are noted.
- (b) The final DSG Outturn for the Schools Block, Early Years Block and High Needs Block are noted and the draw down from DSG Reserves to meet the overspend in High Needs Block is agreed.
- (c) The DSG Reserve is carried forward into 2017-18 at £2.8M is agreed.
- (d) The position on Individual Schools' Balances at March 2017 and the increasing number of schools in financial difficulty is noted.

1. DEDICATED SCHOOLS GRANT (DSG).

2016-17

1.1. The final value of the Dedicated Schools Grant for 2016-17 had not been announced when this report was written.

1.2. The latest 2016-17 allocation is as follows:

TABLE 1: 2016-17 DEDICATED SCHOOLS GRANT ALLOCATION

	2016-17 DSG allocations prior to deductions for academies recoupment and direct funding of high needs places by EFA	Academies Recoupment	2016-17 DSG allocations, after deductions for academies recoupment and direct funding of high needs places by EFA
	£M	£M	£M
2016-17 Schools Block	195.49	51.91	143.58
2016-17 Funding for Induction of Newly Qualified Teachers	0.05	0.00	0.05
2016-17 Provisional Early Years Block	15.45	0.00	15.45
2016-17 High Needs Block	31.64	1.33	30.30
2016-17 Total DSG Allocation	242.63	53.24	189.39

2017-18

1.3. The Dedicated Schools Grant for 2017-18 will be adjusted for various changes during the course of the year, primarily in the Early Years Block. The final DSG for 2017-18 will not be confirmed until summer term 2018.

1.4. The latest 2017-18 DSG allocation is as follows:

TABLE 2: DEDICATED SCHOOLS GRANT ALLOCATIONS

DSG Schools Block	2016-17 DSG allocations	2017-18 DSG allocations as at 21 December 2016	2017-18 DSG allocations as at 5 April 2017
Schools Block unit of funding (SBUF)	5,913.42	5,835.24	5,835.24
Schools Block pupil numbers (headcount) *	33,059.00	33,467.00	33,467.00
	£M	£M	£M
Schools Block	195.49	195.29	195.29
<i>Of which ESG</i>		0.55	0.55
NRA cash adjustment	0.00	0.00	0.00
Total Schools Block before recoupment	195.49	195.29	195.29
Deduct:			
Schools Block for recoupment	(51.91)	0.00	(54.70)
Total Schools Block after recoupment	143.58	195.29	140.59

DSG Provisional Early Years Block	2016-17 DSG allocations	2017-18 DSG allocations as at 21 December 2016	2017-18 DSG allocations as at 5 April 2017
Early Years Block 3 & 4 year old unit of funding (EYBUF)	5,345.46		
Early Years Block 3 & 4 year old pupil numbers (FTE)	2,405.00		
	£M	£M	£M
Early years universal entitlement for 3 and 4 year olds	12.86	12.93	12.93
Early years additional entitlement for 3 and 4 year old children of eligible working parents		2.06	2.06
Early Years Block 2yo annual rates	5,016.00		
Early Years Block 2 year old pupil numbers (FTE)	483.00		
	£M	£M	
Early years entitlement funding for disadvantaged 2 year olds	2.42	2.60	2.60
Indicative early years pupil premium	0.17	0.17	0.17
Illustrative allocation- Early years supplementary funding for maintained nursery school		0.63	0.63
Illustrative allocation for Early years Disability Access Fund		0.06	0.06
Total Provisional Early Years Block	15.45	18.45	18.45

DSG High Needs Block	2016-17 DSG allocations	2017-18 DSG allocations as at 21 December 2016	2017-18 DSG allocations as at 5 April 2017
	£M	£M	£M
2016 to 2017 high needs baseline			34.48
Transfer of funding from post- 16 budget to High Needs Block			0.86
2017-18 high needs block baseline			35.34
Add:			
Population based uplift			0.47
Population growth uplift			0.04
High Needs Block before deductions	31.64	35.85	35.85
Deduct:			
High Needs Block for direct funding of places by EFA	(1.33)	(2.16)	(2.34)
High Needs Block after deductions	30.30	33.70	33.51

Table 2(d) - DSG non block additions	2016-17 DSG allocations	2017-18 DSG allocations as at 21 December 2016	2017-18 DSG allocations as at 5 April 2017
	£M	£M	£M
Funding for Induction for newly qualified teachers	0.05	0.00	0.00
Additions for cash floor	0.00	0.00	0.00
Non Block additions	0.05	0.00	0.00

TOTAL DSG ALLOCATION	189.39	247.43	192.55
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2. DEDICATED SCHOOLS BUDGET OUTTURN 2016-17

- 2.1. The Schools and Early Years Finance Regulations require that under or overspends in the centrally retained element of the Dedicated Schools Budget are carried forward.
- 2.2. The accumulated position on centrally retained funding as at 31 March 2017 was a net deficit of £0.452m. The individual components are set out in Table 1 and explained in the following paragraphs.
- 2.3. Schools Forum are asked agree this net deficit

TABLE 3: 2016-17 DSG OUTTURN

2016-17 DSG	Budget	Outturn	Variance
	£	£	£
Schools Block	143,637,000	143,157,660	(479,340)
Early Years Block	15,450,000	15,083,448	(366,552)
High Needs Block	30,300,000	31,597,285	1,297,285
Total DSG	189,387,000	189,838,393	451,393

SCHOOLS BLOCK

TABLE 4: 2016-17 SCHOOLS BLOCK CARRY FORWARD

Item	£
Growth Fund	(263,788)
Contingency for Schools in Financial Difficulty	(200,000)
School Improvement	(8,437)
Governor Support	(7,124)
Total Schools Block Underspend	(479,349)

A minus figure represents an underspend

GROWTH FUND

- 2.4. Forum received a report on 16th January 2017 on Growth Fund Actuals for 2016-17. At that time an under-spend of £263,788 was reported. This was carried forward in the Schools Block DSG Reserves into 2017-18.

CONTINGENCY FOR SCHOOLS IN FINANCIAL DIFFICULTY

- 2.5. The Contingency for Schools in Financial Difficulty panel did not allocate any of the budget to any individual schools last year. Schools Forum at its last meeting delegated the responsibility of using the unspent Schools Block de-delegated Contingency for Schools in Financial Difficulty DSG Reserve to the Contingency for Schools in Financial Difficulty Panel to commission the LA to recruit a member of staff to train schools to help address the growing concerns on schools financial management. This underspend of £200,000 is therefore carried forward in the Schools Block DSG Reserves into 2017-18.

SCHOOL IMPROVEMENT

- 2.6. There is a small underspend in the service during the year of £8,437 which is being carried forward in Schools Block DSG Reserves into 2017-18.

GOVERNOR SUPPORT

- 2.7. There is a small underspend in the service during the year of £7,124 which is being carried forward in Schools Block DSG Reserves into 2017-18.

EARLY YEARS BLOCK

TABLE 5: 2016-17 EARLY YEARS BLOCK CARRY FORWARD

Item	£
2 year old free funding	14,581
3 & 4 year old free funding	(1)
Early Years Premium	(283,450)
Pathways to Early Intervention	(97,682)
Total Early Years Block Underspend	(366,552)

A minus figure represents an underspend

HIGH NEEDS BLOCK

- 2.8. At its meeting on 16 January 2017 the Forum was informed of the projected overspend of £914,800 in this block in 2016-17. This overspend has since increased to £1,297,285 and is explained in Table 6.

TABLE 6: 2016-17 HIGH NEEDS BLOCK CARRY FORWARD

Item	£
In Year Fair Access Panel	(12,410)
Language Support Team	(68,931)
SEN Portage Service	(20,418)
LOVAAS	(5,788)
Speech & Language Therapy	(18,840)
Parent Partnership (Markfield)	(3,604)
Independent & Voluntary Schools	600,098
Bringing in fund (HNB)	(288,257)
Special Schools Top Up	752,436
Mainstream Schools Top Up	399,884
Special Units Top Up	192,215
SEN contingency	(206,772)
High Needs in Early Years	(81,953)
Intergrated Work & Family support	59,625
Total High Needs Block Overspend	1,297,285

A minus figure represents an underspend

DSG RESERVES AND LOAN TO HIGH NEEDS BLOCK

2.9. The final DSG outturn was an overspend of £0.452m across all three blocks. The overspend in High Needs Block in 2016-17 lead to a drawdown from the carried forward DSG Reserves in 2016-17 which are earmarked Early Years Block DSG Reserves. Appendix 1 details the DSG Reserves to date and forecast DSG Reserves at the end of 2017-18.

2.10. A separate DSG Strategy paper is being presented after this paper which will provide a more detailed description of the pressures underlying the overspend and an update on the plans to bring the budgets into balance.

3. SCHOOL BALANCES

3.1. Table 7 sets out the change in Schools Balances over the course of 2016-17. Further detail on a school by school basis is shown in Appendix 2.

TABLE 7 – SCHOOL REVENUE BALANCE AS AT MARCH 2017

Balances Total	Mar-16 £	Mar-17 £	Change £	Change %
Nursery	62,188	201,293	139,105	223.68%
Primary	6,567,220	5,404,356	(1,162,863)	-17.71%
Secondary	2,643,377	1,313,623	(1,329,754)	-50.31%
Special	(31,222)	399,385	430,607	-1379.19%
Tuition Centre	51,055	0	(51,055)	-100.00%
Total	9,292,618	7,318,658	(1,973,960)	-21.24%

Figures are rounded and exclude academies and closing schools. A minus balance represents a deficit balance and a minus change represents a reduction in balances.

3.2. The movement in school surplus balances since 2011 is shown in Table 8.

TABLE 8 - MOVEMENT IN SCHOOL REVENUE BALANCES
MARCH 2011 TO MARCH 2017

31-Mar	Net Revenue Surplus Balance £	Movement £
2011	3,487,231	
2012	5,594,413	2,107,182
2013	6,711,571	1,117,158
2014	10,502,890	3,791,319
2015	10,522,894	20,004
2016	9,292,618	(1,230,276)
2017	7,318,658	(1,973,960)

Academies and closed schools excluded throughout.

3.3. Within this overall picture there are 14 schools with a deficit revenue balance and a few schools with 'high' balances. What is more worrying is that there are 40 out of 66 schools i.e. 66 % of Haringey schools with in year budget deficit in 2016-17.

3.4. Schools with surplus balances held represents funding provided for pupils in schools at that time but not spent on them. This may be the result of a strategic decision by the governing body to defer current expenditure in order to fund longer term benefits for the school. There is also the need to be prudent in setting aside a contingency for unforeseen expenditure or loss of income. Beyond that unused and uncommitted balances are depriving pupils of their due share of funding. Forum members are asked to be mindful of this in feeding back to Head teacher and Governor forums.

- 3.5. The capital balance represents unspent Devolved Formula Capital and revenue contributions to capital made by schools.

4. SCHOOLS IN FINANCIAL DIFFICULTY

- 4.1 There is a growing number of schools in financial difficulty at an increased speed. The emerging national funding formula will further put increasing pressure on schools budgets.

- 4.2 The increasing number of issues being presented to the LA includes:

- a. Increased applications for licensed deficit applications to meet the needs of schools who have been unable to operate within their allocated budget;
- b. Cash loans to schools who have not been able to pay bills for goods and services to keep creditors and debtors from the school gate;
- c. A debt recovery total of close to £1 million for schools who have not been paying monies owed;
- d. Increased redundancy costs arising from restructures to reduce overall salary bills.

- 4.3 As a response to some of these issues a paper is being presented to Schools Forum tonight which proposes a panel, originally to scrutinise restructuring proposals to ensure that they were a last resort and represented best value having regard to all material considerations, but now proposed to be broadened out as a panel that will look at and challenge:

- a. Restructuring proposals where there is a redundancy implication;
- b. Applications for licensed deficits including challenge to ensure robust and realistic plans are in place to pay back the loan within a specified and reasonable timeline;
- c. Proposals to support schools in financial difficulty, including dedicated and tailored high quality financial advice and support.

- 4.4 The panel will include a mixture of officers from Schools and Learning, Finance and Head teachers from all phases (Early Years, Primaries, Secondaries and Special schools).

- 4.5 The LA request Schools Forum members to note the difficult financial climate both Schools and LA are currently operating in.

ANALYSIS OF DSG RESERVE

APPENDIX 1

	DSG Note	DSG Reserve	Schools Block	Early Years Block	High Needs Block
	£	£	£	£	£
2013-14 Balance b/f		(3,401,425)	(54,000)	(2,895,257)	(452,168)
2014-15 Outturn					
Growth Fund		187,000	187,000		
NNDR Rebates		(138,000)	(138,000)		
TUFacilitators Time		121,000	121,000		
Governors Support		(39,000)	(39,000)		
Contribution to NLC		(150,000)	(150,000)		
Early Years Full time places		283,000		283,000	
Early Years Block Overspend		(1,145,260)		(1,145,260)	
Contingency for HNB		449,000			449,000
2014-15 In year position		(432,260)	(19,000)	(862,260)	449,000
2014-15 Balance c/f	(3,833,685)	(3,833,685)	(73,000)	(3,757,517)	(3,168)
2014-15 Balance b/f		(3,833,685)	(73,000)	(3,757,517)	(3,168)
2015-16 Outturn					
Growth Fund		(70,000)	(70,000)		
Contingency for Schools in Financial Difficulty		(153,000)	(153,000)		
Rate Rebates		(192,000)	(192,000)		
School Improvement		(351,966)	(351,966)		
ISB		(380,000)	(380,000)		
Governors Support		(40,000)	(40,000)		
2 yo trajectory funding		249,000		249,000	
2 yo free entitlement		989,000		989,000	
EYSFF inc clawback		(375,000)		(375,000)	
Early Years Premium		21,000		21,000	
2014-15 Early Years Block adjustment		(85,000)		(85,000)	
IYFA		(104,000)			(104,000)
Pathways for Early Intervention		(168,000)			(168,000)
SEN commissioning		1,400,000			1,400,000
AP commissioning		(56,000)			(56,000)
SEN Services		(169,000)			(169,000)
SEN Contingency		67,000			67,000
2015-16 In year position		582,034	(1,186,966)	799,000	970,000
2015-16 Balance c/f before Schools Forum		(3,251,651)	(1,259,966)	(2,958,517)	966,832
Schools Forum Decision 30 June 2016					
Rate Rebates used for HNB		0	192,000		(192,000)
School Improvement used for HNB		0	351,966		(351,966)
ISB used for HNB		0	380,000		(380,000)
2015-16 Balance c/f after Schools Forum decision	(3,251,651)	(3,251,651)	(336,000)	(2,958,517)	42,866
2015-16 Balance b/f after Schools Forum decision		(3,251,651)	(336,000)	(2,958,517)	42,866
2016-17 Outturn					
Growth Fund			(263,778)		
Contingency for Schools in Financial Difficulty			(200,000)		
School Improvement			(8,437)		
Governors Support			(7,124)		
2 yo free entitlement				14,581	
EYSFF				(1)	
Early Years Premium				(283,450)	
Pathways to Early Intervention				(97,682)	
In Year Fair Access Panel					(12,410)
Language Support Team					(68,931)
SEN Portage Service					(20,418)
LOVAAS					(5,788)
Speech & Language Therapy					(18,840)
Parent Partnership (Markfield)					(3,604)
Independent & Voluntary Schools					600,098
Bring in fund (HNB)					(288,257)
Special Schools Top Up					752,436
Mainstream Schools Top Up					399,884
Special Units Top Up					192,215
SEN contingency					(206,772)
High Needs in Early Years					(81,953)
Intergrated Work & Family support					59,625
2016-17 In year position		451,393	(479,340)	(366,552)	1,297,285
2016-17 Balance c/f as per 2016-17 DSG Note in Statement of Accounts	(2,800,258)	(2,800,258)	(815,340)	(3,325,069)	1,340,151
Balance b/f from 2016-17		(2,800,258)	(815,340)	(1,984,918)	0
2016-17 3 & 4 yo clawback		(460,864)		(460,864)	
Payment to Heartlands that was out of DSG coding range hence missed off DSG Outturn		197,500			197,500
Intergrated Work & Family support (2016-17 carry forward in General Fund to go back to DSG)		(59,625)			(59,625)
SLA (Early Years SLT miscoding)		0		29,568	(29,568)
Growth Fund		200,778	200,778		
Contingency for Schools in Financial Difficulty		353,000	353,000		
School Improvement		158,437	158,437		
Governors Support		86,124	86,124		
NNDR Rebates		17,000	17,000		
2017-18 Earmarked for Childcare subsidy		700,000		700,000	
2017-18 Earmarked for 2 yo top up		400,000		400,000	
2018-19 Earmarked for 2 yo top up		400,000		400,000	
2017-18 Projected High Needs Block Overspend		1,300,000			1,300,000
Commitments in 2017-18		3,292,351	815,340	1,068,704	1,408,307
Forecast 2017-18 DSG Balance		492,093	0	(916,214)	1,408,307
Overspend in high Needs Block Funded by:					
Loan / Gift by Schools Block to High Needs Block in 2015-16		0	(923,966)		923,966
Loan by Early Years Block to High Needs Block in 2016-17		0		(1,340,151)	1,340,151
Loan by Early Years Block to High Needs Block in 2107-18		0		(916,214)	916,214
Top slice of High Need Block DSG in 2018-19		492,093			492,093
High Needs Block Overspend from 2015-16 to 2017-18		492,093	(923,966)	(2,256,365)	3,672,424

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School	DFE Number	Revenue Balance 31/3/14	Revenue Balance 31/3/15	Revenue Balance 31/3/16	Revenue Balance 31/3/17	Movement
NURSERY SCHOOLS						
Pembury	1000	£27,769.27	£817.71	£1,641.99	£121,902.14	£120,260.15
Rowland Hill	1001	-£7,965.73	-£23,534.32	£7,949.40	-£7,324.02	-£15,273.42
Woodland Park	1003	£37,240.68	£54,939.78	£52,596.83	£86,715.14	£34,118.31
Nursery Totals		£57,044.22	£32,223.17	£62,188.22	£201,293.26	£139,105.04
PRIMARY SCHOOLS						
Alexandra Primary	2078	£114,669.19	£135,999.43	£167,010.91	£85,771.82	-£81,239.09
Belmont Infants	2003	£56,838.89	£97,271.83	£91,508.95	£69,248.52	-£22,260.43
Belmont Junior	2002	£125,257.27	£130,111.55	£77,631.22	£41,391.77	-£36,239.45
Bounds Green Infants	2005	£49,264.41	£105,508.78	£111,266.86	£63,886.85	-£47,380.01
Bounds Green Junior	2004	£83,298.04	£86,789.57	£78,497.34	£106,648.26	£28,150.92
Bruce Grove	2083	£31,782.00	£54,940.96	£21,160.81	£56,932.13	£35,771.32
Campsbourne School	2008	£288,555.87	£267,788.21	£210,326.84	£134,467.52	-£75,859.32
Chestnuts	3511	£75,540.00	£35,605.13	£16,098.63	-£117,981.59	-£134,080.22
Coldfall Primary	2029	£285,525.20	£338,411.59	£413,152.30	£404,893.00	-£8,259.30
Coleridge Primary	2058	-£126,043.22	£125,428.81	£149,353.67	£240,331.35	£90,977.68
Crowland Primary	2075	-£18,510.59	£235,501.26	£53,036.51	-£10,136.35	-£63,172.86
Devonshire Hill Primary	2015	£279,959.89	£329,953.54	£153,178.99	£189,117.47	£35,938.48
Earlham Primary	2080	£193,579.95	£150,961.61	-£22,348.54	-£90,035.31	-£67,686.77
Earlsmead	2020	£513,975.71	£571,087.76	£427,675.68	£154,600.20	-£273,075.48
Ferry Lane	2065	£20,737.42	£132,734.82	£51,221.70	-£76,588.81	-£127,810.51
Highgate Primary	2022	£74,572.78	£26,096.02	-£59,695.58	£4,766.60	£64,462.18
Lancasterian Primary	2025	£263,015.69	£232,119.41	£156,873.13	£186,206.61	£29,333.48
Lea Valley Primary	2063	£295,177.93	£418,017.68	£328,376.42	£384,124.00	£55,747.58
Lordship Lane Primary	2082	£300,339.66	£166,301.46	£230.01	£116,339.22	£116,109.21
Mulberry	3001	£241,387.81	£400,351.14	£405,209.41	£437,356.99	£32,147.58
Muswell Hill Primary School	2085	£64,337.50	£83,152.98	£109,547.47	£57,008.17	-£52,539.30
North Harringay Primary	3512	£98,234.49	£182,333.18	£242,081.92	£215,119.09	-£26,962.83
Our Lady of Muswell	3500	£142,790.87	£98,382.08	£212,194.08	£242,429.85	£30,235.77
Rhodes Avenue Primary	2072	£50,674.04	£103,937.45	£99,776.05	£136,402.50	£36,626.45
Risley Avenue Primary	2084	£503,027.20	£251,268.28	£183,445.37	£30,150.16	-£153,295.21
Rokesly Infant	2042	£47,724.05	£35,418.39	£35,480.64	-£13,186.62	-£48,667.26
Rokesly Junior	2041	£263,077.95	£198,985.80	£227,587.17	£225,836.53	-£1,750.64
St Aidan's	3000	£40,938.52	£84,069.11	£69,420.59	£8,357.60	-£61,062.99
St Francis de Sales Infant	3507	£164,763.55	£145,825.80	£159,943.42	£117,403.63	-£42,539.79
St Francis de Sales Junior	3501	£212,597.48	£170,360.31	£151,381.16	£179,208.14	£27,826.98
St Gilda's RC Junior	3509	-£17,347.60	£32,431.23	£11,140.61	£16,983.62	£5,843.01
St Igantius	3502	£128,373.08	£28,598.36	£50,704.33	£51,560.84	£856.51
St James CE Primary	3303	£65,804.73	£56,978.38	£57,682.06	£94.74	-£57,587.32
St John Vianney	3510	£156,992.29	£147,384.45	£109,433.86	£68,243.89	-£41,189.97
St Martin of Porres	3508	£0.00	£60,750.57	-£8,649.55	-£54,371.56	-£45,722.01
St Mary's CE Primary	3306	£54,205.56	£100,265.59	£166,493.14	£144,061.38	-£22,431.76
St Mary's RC Infants	3505	£72,115.69	£84,962.29	£116,231.04	£69,028.33	-£47,202.71
St Mary's RC Junior	3503	£91,320.79	£95,931.18	£162,575.62	£58,101.86	-£104,473.76
St Michael's N6	3302	£42,989.04	£66,117.09	£72,575.76	£85,702.00	£13,126.24
St Paul's RC Primary	3504	£43,027.66	£104,343.06	£82,046.87	£57,284.56	-£24,762.31
St Peter in Chains	3506	£69,803.52	£153,575.15	£89,185.25	£57,223.84	-£31,961.41
Seven Sisters	2088	£111,373.93	£233,873.13	£132,139.04	£159,666.38	£27,527.34
South Harringay Infants	2046	£97,559.16	£71,697.08	£143,636.49	£129,903.58	-£13,732.91
South Harringay Junior	2045	£68,653.24	£216,660.40	£341,486.75	£410,109.44	£68,622.69
Stamford Hill	2047	£28,217.51	-£19,855.85	-£185,734.17	-£102,657.84	£83,076.33
Stroud Green	2079	-£30,960.00	£100,691.73	£30,718.94	£0.00	-£30,718.94

School	DFE Number	Revenue Balance 31/3/14	Revenue Balance 31/3/15	Revenue Balance 31/3/16	Revenue Balance 31/3/17	Movement
Tetherdown	2031	£64,003.19	£76,873.31	£123,267.29	£124,717.39	£1,450.10
Tiverton Primary	2057	£265,854.98	£295,428.10	£107,298.20	£67,859.89	-£39,438.31
Welbourne Primary	2062	£366,564.72	£239,092.13	£183,812.02	£145,507.73	-£38,304.29
West Green	2051	£35,399.22	£35,303.36	£4,542.86	£39,289.87	£34,747.01
Weston Park Primary	2076	£27,335.92	£65,704.10	£96,479.34	-£731.73	-£97,211.07
The Willow	2077	£239,013.69	£182,093.87	£359,530.84	£296,708.98	-£62,821.86
Primary Totals		£6,717,389.87	£7,823,612.65	£6,567,219.72	£5,404,356.49	-£1,162,863.23
SECONDARY SCHOOLS						
Fortismere	4032	£443,384.70	£343,609.96	£230,984.36	-£130,197.13	-£361,181.49
Gladesmore Community	4033	£2,099,742.66	£1,483,805.06	£1,779,313.11	£1,540,663.65	-£238,649.46
Highgate Wood School	4030	£334,397.42	£97,877.53	-£169,914.00	-£204,272.60	-£34,358.60
Hornsey School for Girls	4029	£309,257.72	£291,716.87	£222,439.34	£289,981.13	£67,541.79
Northumberland Park	4031	£268,682.15	£174,602.93	£238,135.61	-£5,406.22	-£243,541.83
Park View Academy	4037	£439,664.95	£392,339.60	£342,418.52	-£177,145.99	-£519,564.51
Secondary Totals		£3,895,129.60	£2,783,951.95	£2,643,376.94	£1,313,622.84	-£1,329,754.10
SPECIAL SCHOOLS						
Blanche Nevile	7000	-£39,758.88	-£113,001.96	-£18,775.33	£308,174.46	£326,949.79
Riverside		£34,955.18	£84,903.74	-£7,366.64	£60,013.07	£67,379.71
The Vale	7001	£161,269.10	£161,351.42	£243,735.60	£177,536.27	-£66,199.33
The Brook		-£323,139.09	-£304,643.82	-£248,815.28	-£146,338.60	£102,476.68
Special Totals		-£166,673.69	-£171,390.62	-£31,221.65	£399,385.20	£430,606.85
Tuition Centre		£0.00	£54,497.00	£51,054.85	£0.00	-£51,054.85
Total Schools Revenue Balances		£10,502,890.00	£10,522,894.15	£9,292,618.08	£7,318,657.79	-£1,973,960.29
Total Schools Capital Balances		£1,215,662.51	£1,182,750.40	£1,150,909.28	£862,821.68	-£288,087.60
Total Balances		£11,718,552.51	£11,705,644.55	£10,443,527.36	£8,181,479.47	-£2,262,047.89

Notes:

Funding sources included - APT School Budget Share, 3 & 4 year old funding, 2 year old funding, Nursery Class funding, Pupil Premium, UIFSM, PE & Sports Grant, Year 7 Catch up funding, Growth Fund, SEN Contingency, Special Schools and Special Unit place and top up funding, Post 16 funding.



**Agenda Item
12**

Report Status

For information/note	x <input type="checkbox"/>
For consultation & views	x <input type="checkbox"/>
For decision	x <input type="checkbox"/>

Discussion Paper for Haringey Schools Forum – 13th July 2017

Report Title: Developing a Strategy for Haringey's Dedicated Schools Grant

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Purpose: To provide Schools' Forum with an overview of some of the emerging issues and challenges facing Haringey's Dedicated Schools Grant

Recommendations:

1. For Schools' Forum to note the content of this discussion paper
2. For Schools' Forum to note the use of £1.34m of early years reserves, previously ring-fenced by Forum, to address the 2016/17 High Needs Block overspend on a loan basis
3. For Schools' Forum to agree the in-year proposals to bring the DSG to balance by the end of 2017/2018, as set out at Appendix 1
4. For Schools' Forum to agree to establishing a cross-block and officer working group to agree a future strategy for the DSG

1. Introduction

- 1.1 Haringey's Dedicated Schools Grant (DSG) is comprised of three blocks: Schools Block, Early Years Block and High Needs Block. In 2016/17, the overall allocation for Haringey was £242m gross.

DSG outturn position at the end of 2016/17 financial year

- 1.2 In 2016/2017, without the application of DSG reserves, there would have been a stated outturn position of approximately £1.34m overspend at end of year. This outturn position represents pressures on the High Needs Block (HNB) in particular which are projected as rising to £1.41m in 2017/2018 without any mitigating actions being taken. As there is insufficient funding in reserves to cover the projected overspend in year, and in addition the demand and cost pressures facing the sector continue to rise, other actions are required in both the short and longer term to address these pressures.
- 1.3 An extraordinary joint meeting of the Working Groups for the HNB and for Early Years was held at the end of June to agree an approach to addressing these issues. Building on the discussions which took place then, the purpose of this paper is to outline for Schools' Forum some of the key challenges facing the DSG, to recommend how the reserves held in the Early Years Block could be treated in the medium term and to propose a set of actions to be taken both now and over the next five years to manage increasing demands on DSG funding and ensure that we are able to meet both statutory responsibilities and address local priorities.
- 1.4 It is acknowledged that the financial and demand pressures on the Dedicated Schools' Grant are challenging and pressing. Haringey is not alone in facing these pressures. Given that all three blocks are funding statutory activity and that all three blocks are subject to central government direction on passporting funding, there is limited room for local discretion which further compounds the issues being faced.

2. Background

2.1 High Needs Block Funding

- 2.1.1 "High needs funding is intended to provide the most appropriate support package for an individual with special educational needs (SEN) in a range of settings, taking account of parental and student choice, whilst avoiding perverse incentives to over identify high needs pupils and students. It is also intended to support good quality alternative provision for pupils who cannot receive their education in schools." EFA guidance high needs 17/18

2.1.2 The SEND reforms 2014 have changed the legislation over local authority's duties to provide educational support to children and young people with special educational needs and disabilities. This includes:

- The ceasing of statements and learning difficulty assessments, and replacement with educational health and care plans
- The extension of the duties from 0- 25 years for Young People in Education
- The extension of the duty to include children and young people in Youth Offending Services
- A focus on the support for children at school action pre EHC
- Joint Commissioning of services between Health, Education and Social Care
- Collaboration and Co-production of services with families and children
- A new Ofsted/CQC inspection framework around a local areas progress towards the reforms^{2.3}

2.1.3 The above reforms were introduced with some fixed term funding for local authorities to assist in the implementation of their duties in providing educational support to children and young people both with and without an EHC plan e.g. the SEND reforms grant funding of 228K, and more recently the strategic grant funding of 111K, however there was no recurrent funding provided to support with the implementation of the new duties.

2.1.4 The high needs block is intended to provide educational support for children with SEND. The educational support can be in the form of funding, direct services and school places for children and young people both with and without an education health and care plan. There is an expectation that the funding will be used directly to support children with SEND. The SEND reforms both increased the age range of children who might be eligible for an EHCP, and also widened the remit of the services to include intervention, support and advice to children who may be receiving services in specific circumstances e.g. youth offending and or those with mental health difficulties.

2.1.5 Most boroughs have a range of provision, SEND services and additional funding to schools in their high needs block. These services are provided in the main to children with an EHCP, and are named and outlined in a child's EHC plan. There are few budgets and services provided directly from the high needs block for children without an EHCP. Currently this is only the Early Years Inclusion top up, which is now a statutory duty.

2.1.6 Locally the high needs block also includes funding for family support, transport, and a contribution to the looked after children's budget, all of which are also funded jointly through the council's general fund.

2.2 Early Years Block Funding

2.2.1 The Early Years Block is provided for the Council to meet its statutory duties under the Childcare Act 2006 and is expected to fund:

- The Free Early Education Entitlement for all three and four year olds through an Early Years Single Funding Formula (EYSFF)
- The free entitlement for eligible two year olds
- The Early Years Pupil Premium
- Access for disabled children
- Support for maintained Nursery Schools

2.2.2 In December 2016, the Government introduced a new Early Years National Funding Formula for 3 and 4 year olds, which meant that, from April 2017, Local Authorities will continue to be funded through the early years block in the Dedicated Schools Grant (DSG) but with a number of new requirements on how local authorities are able to allocate funding to providers from 2017-18. These requirements are intended to ensure that funding is fairly distributed to providers.

2.2.3 The main changes were:

- A minimum amount of funding to be passed through to providers.
- A local universal base rate for all types of provider, to be set by local authorities by 2019-20 at the latest.
- Supplementary funding for maintained nursery schools, for the duration of this Parliament.
- Reforms to mandatory and discretionary supplements local authorities are able to use.
- The introduction of a disability access fund.
- A requirement for authorities to establish a special educational needs inclusion fund.

2.3 Schools Block Funding

2.3.1 The conditions of grant set by the EFA provides that DSG Schools Block can only be used to support the Schools Budget. For DSG purposes, grant allocated to the Individual Schools Budget (ISB) is taken to have been spent as soon as it is deployed – ie passed to schools' budget shares.

2.3.2 Regulations allow local authorities to top slice the DSG Schools Block in order to create a growth fund to support schools which are required to provide extra places in order to meet basic need within the authority, including pre-opening, diseconomy and reorganisation costs. The growth fund may not be used to support schools in financial difficulty (any such support for maintained schools would be provided from a de-

delegated contingency) or general growth due to popularity. The growth fund can be used only for the purposes of supporting growth in pre-16 pupil numbers to meet basic need, to support additional classes needed to meet the infant class size regulation and to meet the costs of new schools.

2.3.3 Any unspent growth funding remaining at the year-end should be reported to Schools’ Forum. Funding is carried forward to the following funding period as with any other centrally retained budget, and can be used specifically for growth if the authority wishes.

2.3.4 A number of other Schools Block services that are covered by funding that is held centrally for all schools or de-delegated by maintained schools from Schools Block where Schools Forum must approve funding for these services on a line by line basis belongs to the schools. All underspends in centrally retained funding for School Improvement and Governor Support and de-delegated funding from maintained schools for Contingency for Schools in Financial Difficulty belongs to schools and is carried forward to the following funding period earmarked to be used for the purposes it was given.

2.4 The Development of Early Years DSG Reserves

2.4.1 Since 2015-16, we have been able to accrue significant levels of DSG reserves due to funding allocated through the early years block. Funding from the Department for Education (DfE) for the free early education for eligible two year olds prior to the end of March 2015 was on a place-led basis and for 2014-15 was based on an anticipated 1790 eligible children in the borough. There was a move to participation-led funding from April 2015. Given the gap in educational attainment can be traced back to early childhood, free early education for eligible two year olds was introduced to target the most vulnerable young children in the population and designed to offer them the best start in life.

2YO Place Funding:

Year	Grant Income	Expenditure	Balance
2014-2015	4.464m	2.438m	2.026m
2015-2016	**2,041m	2.911m	(0.870m)

** This DfE funding allocation is based on the actual number of children participating in the programme at January 2015 headcount.

- 2.4.2 DfE's place funding allocation of £4.464m for 2014-15 was based on a projected population of 1790 eligible children in Haringey. Our total expenditure of £2.438m in that year reflected the actual number of children funded. The difference in these two amounts has contributed to an EY Block DSG carry forward of £2.026m into 2015-16.
- 2.4.3 In addition to the £2.026m place funding carry forward, we had a remaining balance of £1.774m development funding (also known as trajectory funding) held in reserve. This combination of the amounts totalled £3.8m by the end of 2015-16 financial year.
- 2.4.4 It had been agreed previously with Schools Forum that the £3.8m amounts be held and ring fenced in order to mitigate the annual anticipated funding gap created by the payment of an hourly funding rate for the programme of £6, which is above the £5.66 per hour rate at which Haringey is currently funded by DfE and the projected slow growth in take up. The net cost of increasing the hourly funding rate to £6.00 from April 2014 can be fully met for the financial years 2015/16 to 2018/19 by the ring-fenced funding allocation for the two-year-old programme within the EYB. We can anticipate some impact of this reduction on the sufficiency of places, therefore this may present challenges for how we are able to provide access to this statutory offer from 2019/20.

3. Key issues and Challenges

3.1 SEND

- a) The increased age range has meant that there are more children and young people with EHCP's drawing funding from the high needs block budget.

	2013 2014	-	2014 2015	-	2015 2016	-	2016 2017
Pre-School/ Nursery	14		4		8		19
Reception	54		61		63		61
Year 1	72		64		90		80
Year 2	75		86		76		112
Year 3	82		88		101		86
Year 4	104		92		93		111
Year 5	122		116		99		105
Year 6	130		121		126		106
Year 7	118		139		122		133
Year 8	117		117		138		128
Year 9	137		118		128		140
Year 10	125		138		115		127
Year 11	130		124		134		117

Year 12	41	37	120	132
Year 13	22	32	82	120
Year 14	8	8	69	79
Year 15			29	70
Year plus	15		7	64
	1351	1345	1600	1790

Significant increases are in the younger age range where families have initiated an EHCP earlier.

The greatest increases, however, have been in the older age ranges as young people have had their learning disability assessments converted to an EHCP, or young people have stayed on in school and been maintained in education for longer.

Ceasing an EHCP can occur when:

- A young person leaves school for university
- A young person leaves school for social care provision
- A young person leaves school to get a paid job or apprenticeship.

Whilst all of the above factors are occurring, which means that funding is released for new children, the initial year after the reforms (September 2015) very few young people left education.

The EHCP threshold document has been reviewed however the ceasing of an EHCP needs collaboration and co working across adult's/careers advice and other services not well established e.g. job coaching

- b) Local schools requesting increased top ups when an EHCP has been issued due to the top up rates no longer matching local hourly rates for special needs assistants. The banding for hours according to need has been reviewed however this still does not equate with services needing to be commissioned by schools to support a child. This is reducing the tolerance for children with SEND in the local schools at the more complex end.
- c) Lack of local special school provision, meaning that independent or out borough provision is increasingly used. This will be resolved in the future with the opening of the new schools, but is the most significant area of spend. The admissions to special schools document has been reviewed to ensure only those who require it attend a special school.
- d) Lack of maintained local college places for young people with complex needs. The majority of young people with SEND choose to attend college out of borough (see separate Schools' Forum paper). Colleges tend to request higher top ups than schools.

- e) An increase in the education funding required when young people attend private hospitals for their mental health needs. This is demand driven and was 12K in 2015/2016 but rose to 100K in 2016/2017.

3.2 Early Years

3.2.1 Free Entitlement Participation

Our target to increase participation rates for three year olds from 2014 levels of 84% to 94% by 2018 (as set by DfE in 2013) stalled in 2015 and has been reducing since 2015.

A marketing and outreach campaign during the 2015 summer term provided useful feedback and identified a need to focus on the 3-year-old take up, the flexibility of the offer and improving our understanding of the fluctuating patterns of take up across our school nursery classes and PVI providers. The introduction of the 30-hour free entitlement offer from September 2017 is likely to have an impact on take-up but the degree to which this increases participation is, as yet, unknown.

3.2.2 Impact of the introduction of the National Funding Formula for Early Years

Changes introduced by the new National Funding Formula for Early Years means that, by 2018/19 the Council will be unable to centrally retain more than 5% of the total allocation within the early years block. As the majority of the overall funding allocation is driven by participation in the borough, it continues to be a priority for the Council to maximise take-up of all the entitlements as achieving these targets will mean that we are maximising the benefits of early education for children by ensuring that the majority of our 3 & 4 year olds are participating in their free entitlement. Achieving high take up will also act to shore up the financial resources available within the Early Years Block within DSG and, in turn, as part of centrally retained resources, enabling greater support for the delivery of the free entitlement. This includes work to ensure a viable two year old offer which could be challenged by the proposed phasing out of a subsidised rate for this cohort.

3.2.3 Changes to the Early Years Funding Formula and Provider Sustainability

In light of the new national funding formula for Early Years, the Council introduced a revised early years funding formula in April 2017. This included a single hourly base funding rate for all providers and an updated hourly rate for the mandatory deprivation supplement. In summary, the new EYSFF, has resulted in increases to hourly funding rates for maintained schools and a mixture of increases and decreases across the private, voluntary and independent sector providers.

It is clear that the change to the funding arrangements has caused concerns about the sustainability of the sector overall based on several individual settings, and types of providers, in particular Childminders. The introduction of the 30-hour offer from September 2017, may increase the vulnerability of some providers as they manage the delivery of a much more variable offer, with uncertainty about levels of demand and also the impact of a more volatile and diverse childcare and early education market. Whilst it is too early to make any meaningful assessment of the impact of both the new EYSFF and the introduction of the 30-hour offer, the Council will need to work closely with the early years sector in Haringey to ensure that, where possible, any negative impact, such as a reduction in the availability of child care place, on the early education and childcare market is reduced.

3.3 Schools Block

3.3.1 A combined emerging national funding formula and increasing staffing overheads have put increasing pressure on schools budgets which has led to a number of issues including:

- Increased applications for licensed deficit applications to meet the needs of schools who have been unable to operate within their allocated budget;
- Cash loans to schools who have been unable to pay bills for goods and services to keep creditors and debtors from the school gate;
- A debt recovery total of close to £1 million for schools who have not been paying monies owed for Council services;
- Increased redundancy costs arising from an increase in the number and size of restructures to reduce overall salary bills.

3.3.2 As a response to some of these issues there is a paper being presented to Forum tonight which proposes the introduction of a monthly a panel, originally established to scrutinise restructuring proposals to ensure that due diligence had been followed and representing best value having regard to all material considerations, however but now proposed to be broadened out as a panel that will have oversight and scrutiny of:

- Restructuring proposals where there is a redundancy implication;
- Applications for licensed deficits including challenge to ensure robust and realistic plans are in place to pay back the loan within a specified and reasonable timeline;
- Proposals to support schools in financial difficulty, including dedicated and tailored high quality financial advice and support.

3.3.3 The panel will include a mixture of officers from Schools and Learning, Finance and Head teachers from all phases (Early Years, primaries, secondaries and special schools).

4. Recommended approach

- 4.1 The on-going nature of the issues relating to increasing demands on the High Needs Block, set out at 3.1 of this report, and the uncertainty facing the Early Years Sector due to the implementation of both the Early Years National Funding Formula and the 30 hours free entitlement for eligible 3 and 4 year olds, set out at 3.2, mean that we can anticipate pressures on DSG funding to continue for the foreseeable future. These issues are facing all school communities and local authorities and similar pressures are being reported to DfE from across the country. For Haringey, we need to acknowledge that following the implementation of the in-year proposals being put forward here, there will only be £100k in the Early Year reserves by the end 2017/2018.
- 4.2 In addition, the Council's General Fund – which funds its revenue expenditure – is equally under pressure and the Children and Young People's Services reported a £6.7m overspend at the end of 2016/2017.
- 4.3 The proposal is for a two pronged approach which addresses the immediate pressures on the High Needs Block and creates a sustainable approach to the DSG going forward which needs to be seen in a holistic way alongside the approach to building a more sustainable funding basis for services funded through the General Fund.
- 4.4 In summary, the short term approach, which cannot address the wider issues facing the DSG, is to reduce spend in the High Needs Block by £545k in 2017/2018 and to apply Early Years reserves to the outstanding projected pressure of £863k in the High Needs Block in 2017/2018.
- 4.5 The longer term approach is required in order to create a stable reserves position and to fund pressures without immediate recourse to those reserves in future years. This approach will mean further containment and reduction of spend in the High Needs Block for children with SEND. At this point in time, the projections show that there are no DSG reserves available from 2018/2019 which is not a tenable position for the DSG overall or for any individual blocks.
- 4.6 The view of the extraordinary joint meeting is that the ringfence on the Early Years reserves previously agreed by Schools' Forum will need to be retained at this point given the level of uncertainty in the sector and the fact that there has not been adequate time for discussion in any event about a different approach. It was noted that a loan had been made to cover the High Needs Block overspend for 2016/2017 and that the plans set out propose a further loan for 2017/2018. There was some support for starting to replenish Early Years reserves from 2018/2019 to the required level given the uncertainty in the Early Years sector over

the impact of the introduction of the national funding formula and the extended 30 hours free entitlement for 3 and 4 year olds. This impact will become more evident over the coming year or so. However, it was noted that more discussion on this is required.

4.7 It is recognised that drastic action will need to be taken to re-profile spend to create an expenditure profile that will lead to balanced budgets in the future, allow reserves to build up and enable the creation of sufficient capacity within the DSG for responding to fluctuations in demand in future years.

4.8 If there is a requirement to replenish Early Years reserves, or indeed to re-establish any level of reserve for the DSG, then there would be a need to deliver a reduction in core expenditure in the DSG, predominantly the High Needs Block, from current levels. This is on the basis that the Early Years National Funding Formula dictates that 97% of the Early Years Block has to be passported directly to early years providers and therefore there is limited scope for savings. Given the demand and cost profiles, achieving any reduction in core expenditure will be challenging and would require re-consideration of the current profile of DSG expenditure. We are anticipating that every line of spend in the current profile will need to be worked through and challenged as even where funding is to meet statutory requirements there are often different ways for those requirements to be met which should be explored.

4.9 2017-2018

4.9.1 The proposals set out below recognise the immediate pressures facing the High Needs Block in the current financial year and the potential for pressures on the Early Years block in this year also. They are acknowledged to be based on a short term approach which does not address the wider issues facing the DSG. In summary, as set out in the table, the proposal is to reduce spend in the High Needs Block by £545k in 2017/2018 and to apply Early Years reserves on a loan basis to the outstanding projected pressure of £863k in the High Needs Block in 2017/2018.

4.9.2 As noted above, the measures outlined in Appendix 1 are proposed in order to address the current projected deficit position for 2017-18, using cost reduction measures and the application of Early Years Block reserves.

4.10 2018-19 and beyond

4.10.1 Given the issues outlined above, it is proposed that a small group is established, comprising a small number of Schools Block, Early Years and High Needs Block Working Group members and council officers to work together to develop a longer term strategy for DSG a first draft of

which – setting out the key direction of travel and any headline findings – would be recommended to Schools' Forum in October 2017 for wider discussion. It is acknowledged that this is likely to require more work and would be presented in a final form to Forum at the earliest in December 2017. This will allow for the full year effect of any proposed changes to be felt in 2018/2019.

- 4.10.2 We recognise this will be challenging and require a strategic approach to be adopted which may lead to difficult decisions needing to be taken within a short period of time. This Strategy will consider the use of funding across all three blocks in the medium term, will support the transition to a National Funding Formula for Schools and establish a sustainable HNB block by 2020/21. There are opportunities with this approach (which should be underpinned by an evidence base) to consider the key needs and outcomes in Haringey, weigh up the value and impact of different interventions and identify the constraints set by statute on the use of the DSG. There are financial drivers to this work but also the possibility for innovation and finding creative solutions if the process is right.
- 4.10.3 During the discussion at the extraordinary meeting, it was noted that some of the areas for consideration will include how quickly new local provision can be established, whether more can be done to educate children in borough, what support is required to schools to help them to work with children with more challenging and complex behaviour, whether there should be investment in more pre-EHCP work and whether Early Help offers value to the children and families who are the focus of the High Needs Block and should be funded to the current levels.
- 4.10.3 Haringey is not alone in facing pressures on its High Needs Block and in recognition of this the Department for Education has allocated a small sum of money to be deployed to support a strategic review of spend and demand within the Block. We are proposing to use this funding to support the joint group to develop this longer term strategy for the whole of the DSG.

APPENDIX 1

Financial Year	C/F from previous year	Projected in-year Pressure (£)	Total projected outturn (£)	Proposed Action(s) to address the project overspend position	Revised outturn projection (£)
2016/17		N/A	<ul style="list-style-type: none"> £1.340,151 overspend 		<ul style="list-style-type: none"> £0 (Covered by a loan from EY reserves)
2017/18	£0	<ul style="list-style-type: none"> £197, 000 (17/18 B/f) £1,300,000 	<ul style="list-style-type: none"> £1.408,307 overspend 	<ul style="list-style-type: none"> Early Help Team vacancies - £80k as a minimum with any further vacancies arising during the year also being held Restructure of Language and Autism teams - £100k Reduction in Portage Team by one post -£40k Review of pathway for children with complex behaviour requiring residential care Reduction in SEN transport costs allocated to HNB - £275k Simmonds House charge back - £50k <p>Total in-year savings projected: £545,000</p>	<ul style="list-style-type: none"> £ 863,000 (to be covered by a loan from EY reserves)

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Schools Forum Early Years Working Group

Date: 4th May 2017 at the PDC at 11am

Name	Designation/ Representation
Melian Mansfield (MM)	CHAIR
Ngozi Anuforo (NA)	Head of Early Help Commissioning
Luisa Bellavita (LB)	PVI Settings Rep
Zena Brabazon (ZB)	Rowland Hill
Peter Catling (PC)	Woodlands Park Nursery School & Children Centre
Charles Cato (CC)	Early Years Finance
Lou Colley (LC)	PVI Settings Rep
Duwan Farquharson (DF)	Willow
Dawn Ferdinand (DaF)	Willow
Nick Hewlett (NH)	Interim Principal Advisor for Early Years
Emma Murray (EM)	Primary Head Rep
Yoke O'Brien (YO)	Finance Business Partner (Schools)
Karyn Parker (KP)	Childminders
Susan Tudor-Hart (STH)	PVI Settings Rep
Christine Yianni (CY)	Business Support Officer
Sarah Hargreaves (SH)	Clerk

Also present: Melanie Widnall, Interim Principal Advisor for Early Years

1. **Welcome and Apologies**

- 1.1 The Chair welcomed everyone to the meeting.
- 1.2 Apologies were noted from: Yoke O'Brien, Nick Hewlett and Herbert Nally (Pembury House).
- 1.3 Duwan Farquharson, Dawn Ferdinand and Karyn Parker were not present.

2. **Minutes of the meeting of 6th March 2017**

- 2.1 The minutes were **agreed**, signed and returned to Ngozi for safe keeping.

Matters arising

- 2.2 Pt 3.4 Providers have been informed of their funding allocations,
- 2.3 Pt 3.5 Meetings and training sessions on using the provider portal to submit headcount information have been held with SBMs within schools.
- 2.4 Pt 3.6.3 Meetings have been held with those settings who have not submitted business plans.
- 2.5 Pt 3.6.4 Charles confirmed that some of the settings who will be receiving less funding in the future have been contacted. It was noted that the pattern of the delivery of the offer is as important as the hourly rate in determining financial viability. Members asked for an update to come to the next meeting.

Action CC

- 2.6 Pt 3.8 Zena has written to Helen Fisher and Vicky Clarke (Tottenham Regeneration) regarding the Opportunity Investment Fund. Schools are not able to apply for funds but investment can be made into “soft” infrastructure. The Economic Development Team and North Tottenham Regeneration, which includes Pembury House, will be putting in 2 priority bids. It was noted that sustainable childcare will be hard to deliver.
- 2.7 Pt 3.10 Members asked again that support could be considered for those settings who will be losing out mid-year; rather than just those who will be losing out overall. Fees and budgets have been set for the whole of the school year and it is hard to make adjustments mid-year. It was noted that there is currently no money available to support any settings.

Members asked about the £76,000 earmarked for the Quality Supplement and whether it could be used here instead. It was noted that this budget had been agreed by Cabinet and so could not necessarily be used elsewhere.

Members asked for clarification on the Early Years money. Has this been put into reserves? Is the HNB using it? Concern was expressed as to the on-going need for HNB funding. It was **agreed** that some under 5’s could be funded via the HNB, which was likely to save money in the longer term. Ngozi to check. **Action NA**

- 2.8 Pt 3.11 Members asked again for details on what funding remains in the 2 year old budget and how much will be needed to pay at £6ph until 2019. It was explained that the year end close down is still being undertaken. It was confirmed that the £6 ph will be available until March 2020. Further details will be available at the next meeting. **Action NA**
Members asked that a figure of the funds remaining be circulated before the next Schools Forum meeting. **Action NA**
- 2.9 Pt 6.2 The meeting regarding the Quality Supplement (QS) has happened, Draft Terms of Reference have been drawn up and a mapping of where the QS could be spent undertaken. All sectors were represented. A further meeting will be held on **May 24th**

3. **Update on the Delivery of the 30 Hour Offer**

- 3.1 **Members asked what information had been made available to parents.** It was noted that this question had also been raised at the Primary Head’s meeting. The eligibility checking service is now open and the DfE information has been provided. It was **agreed** that it is important that any information provided is pitched correctly so that:
- a. parents realise that settings are not obliged to offer the 30 hour offer.
 - b. it is not a universal entitlement but an offer available to those who are eligible.
- The fact that it is a rationed service is likely to lead to complaints. It is unclear as to whether, if no place is available for an eligible family, they would be able to take their case to judicial review.
- 3.1.1 It is difficult for the council to provide any additional information at present due to the Purdah period around the election.
- 3.2 Various providers said they were experiencing difficulty in registering on the checking service. The provider needs to register before the parent can do so. Some parents have been told that they will not be receiving their details until September. This will impact on their ability to take up the 30 hour offer. If parents do not have their code a place can’t be held open for them; even if they have been offered one. This will need to be included in the Admissions Principles (see 3.4 below).
- 3.2.2 Parents need to be aware that they have to renew their eligibility every 3 months. The LA will be checking the system and informing settings that parents’ eligibility is coming to an end so that they can remind them to re-register.
- 3.3 The DfE held their national awayday on May 3rd at a Haringey school and listened to the local issues. They will be coming back post election to assess the local impact.
- 3.4 It was noted that effective delivery of the offer is not just about the number of children, but also ratios and admission policies. The true demand is still unknown. Although each setting administers their own admission criteria, it was **agreed** that it would be beneficial to have a set of agreed principles which everyone could work within. Criteria to be considered include:

Age	Siblings already at the setting
Disability	Haringey resident priority.
Should existing children be prioritised?	

It was **agreed** that these would be general guidelines or principles and would not preclude settings from using their own judgement in the allocation of places. Schools were keen to have a more formal admissions policy so that there was something to refer to if/when complaints come in from parents.

All settings **agreed** that the inclusion of more vulnerable children (both SEND and social issues) should be a priority. Ngozi to consider further and will draft a paper for the next meeting.

Action NA

- 3.4.1 It is possible that the 1,710 places requested will not be enough to meet local demand. Of this 1,710, 1,050 will be on offer for 30 hour provision; as 1,710 children are deemed to be eligible this could leave a shortfall of 660 places. However, it was noted that as it would be possible to add additional services eg. lunch, ballet or additional hours to the basic 30 hour offer that there may be more places on offer than is anticipated.
- 3.4.2 It was noted that a large proportion of the shortfall is likely to be with childminder provision. Their on-going sustainability is a concern.
- 3.4.3 Additionally some settings operate out of premises from which they cannot offer the 30 hours.
- 3.4.4 It was noted that many settings are prioritising existing 15 hour parents for the 30 hour places; this does not necessarily meet the needs of the most vulnerable families. Concern was expressed about children who need a place, but are not eligible either because their parents do not work and/or they do not have the money to pay the top-up fees. Settings were asked to record any useful case studies. **Action providers**
- 3.4.5 The DfE will be asked to consider these issues. **Action NA**
- 3.5 All settings will need to consider their balance of 15 hours, 30 hours and 2 year old places, eligibility for places and the mobility of their local families.
- 3.6 It is unclear as to whether if a 30 hour family falls out of the eligibility criteria the 15 hours will still be available to them at the same provider.
- 3.7 Providers pointed out that they will need to receive the funding regularly if they are to survive; they wish to see it included in the monthly cashflow. The operational guidelines requests LAs to move to monthly payments to providers as soon as possible. This will place additional demands on the LA team; **members asked if money from the centrally held funding could be used to fund a post.** Ngozi thought that this was unlikely.
- 3.8 **Members asked whether the demand and supply were located within the same areas of the borough?** Charles said that the supply had been mapped onto children's residential ward locations, but this does not necessarily account for the areas of demand for 30 hours as families travel within wards due to work commitments and childcare.

4. **Two Year Old Programme Delivery – Update**

- 4.1 In summer 2016 there were 841 2 year olds and in spring 2017 885. The white, East Europeans groups are increasing the quickest. Overall numbers are reasonably consistent; it was not felt to be necessary to consider expanding provision. It is unclear if there would be additional money for more places. Ngozi to check. **Action NA**
- 4.2 Due to the headcount field on the provider portal becoming compulsory, more refined categorisation has led to the number of "unknowns" significantly reducing from 260 to 29. The number listed as Turkish has increased.
- 4.3 Settings said that it can be difficult to align the information provided by parents to that required by the LA as people categorise themselves in a variety of ways. Additionally some parents do not give a response. It is likely that some of the figures are giving an over or under representation of the true figures.
- 4.4 The role of the 10 Parent Champions in getting parents to take up the places available has been showing results.

- 4.5 Over the last year 1,594 2-year olds went through the system and were funded by the LA; compared to the 841 funded by the DfE. This cost £3m which is between £800,000-900,000 more than the DfE is providing. It is proposed that the reporting to the DfE will be done differently in the future. Ngozi to report back to the next meeting. **Action NA**
- 4.6 The changes to the benefit rules are impacting on larger families, which may affect their take-up of places.
- 4.7 There are no reserves now which can be used to subsidise the places. It is possible that the funding to settings will have to reduce. This could result in places being withdrawn. It was noted that it is not in the DfE's interest to close places.
- 4.8 **Members asked if the impact on the children on being involved in the programme was being tracked.** Ngozi said that the DfE were interested in this, but have not asked for it to be tracked as the children get older.
5. **DfE Updates**
- 5.1 Ngozi said that she will circulate any useful documents she obtains. Most publications are being deferred until after the general election.
6. **AOB**
- 6.1 ChildCare Choices: providers will be encouraged to set up an account so that parents pay their tax free childcare fees. Providers need a UTR tax code to do this. Schools can use the LA's. All other providers will use their UTR, via HMRC, to set up an account.
- 6.1.2 The scheme is aimed at companies, partnerships, corporations and self assessment payers so schools and charities are likely to encounter problem registering. The Chief Accountant is looking into it. Ngozi to report back next week to settings. **Action NA**
- 6.1.3 Providers were asked to let the LA know of what issues they have encountered. **Action All**
7. **Date of next meeting**
The next meeting will be held at the PDC on **12th June at 9.30am**

The Chair thanked everyone for attending. There being no further business the meeting closed at **1.10pm**.

Signed:

Date:

High Needs Block Sub-Committee

Minutes of the meeting held on
5th May 2017 10.00am-12.00 noon at The PDC

Members Present

Martin Doyle: Headteacher Riverside School – Chair
Jean Brown: Governor The Vale
Tony Hartney: Chair, Schools Forum
Peter Catling: Headteacher Woodlands Park NS&CC
Melian Mansfield: Pembury House Chair of Governors
* Marianne McCarthy: Governor Heartlands High School
Mike McKenzie: Headteacher Alexandra Park School
Angela Ryan: Tuition Service
Margaret Sumner: Special Heads Rep
Will Wawn: Primary Heads Rep

Also Present

Vikki Monk-Meyer: Head of Service: Special Educational Needs & Disabilities
Deborah Tucker: Alternative Provision Commissioner
Yoke O'Brien: Schools Finance Manager
Sarah Hargreaves: Clerk

1. Welcome, apologies for absence and acceptance

- 1.1 The Chair welcomed everyone present to the meeting.
- 1.2 Apologies for absence have been received from Marianne McCarthy
- 1.3 Tony Hartney and Angela Ryan were not in attendance.

2. Minutes of the 3rd February 2017

- 2.1 The minutes were **agreed** as a correct record of the meeting. Signed by the Chair and returned to Vikki for filing.

3. Matters arising from the minutes

- 3.1 Pt 2.1 It was clarified that this relates to the special needs top-up funding for the Octagon.
- 3.2 Pt 3.1 The Alternative Provision map has been circulated.
- 3.3 Pt 3.2 The review of the Tuition Service and Simmons House is on-going.
- 3.4 Pt 3.4 It is likely that the future formula funding of the HNB will be similar to the current situation; plus/minus 3%.
- 3.5 Pt 4.2 There are no national figures for the progression data of students with SEND in post 16's education (e.g. course progression) there is data on the number of students; it was noted that if they are not in education, employment or training they are NEET. LBH has both high numbers of young people in education but also a high NEET %; more analysis is required since the data is not robust. (For example special school post-16 education placements have not always been recorded centrally). **Action VMM**
- 3.6 Pt 5 The survey monkey has not been progressed. Members discussed the usefulness of it; the underlying question should be "are services valuable and worth the funding they receive?" Members felt that it was still worth undertaking so long as there were clear instructions/ assurances at the top.

- 3.7 Pt 5.4 Early Help is being reviewed currently. Members asked for an update report to go to Schools Forum in the autumn; as had been previously agreed by Schools Forum. **Action VMM**
- 3.8 Pt 6.3 Members thanked Vikki for her work on the tracking spreadsheet; it was felt to be a useful tool in keeping track of students not currently placed within LBH. An annual report will be provided to Schools Forum, via the HNB minutes, including details of any new agreements.
- 3.9 Pt 6.4 A report on the lack of provision for secondary pupils, largely caused by the late opening of The Grove, will be forthcoming. **Action VMM**
- 3.10 Pt 7.3 The uptake of Early Years Top-Up is increasing.
- 3.10.1 Funding will be going out to the nurseries for the early support places offered by the nurseries. A further meeting is scheduled for 9th May.

4. HNB Position year end April 2017 – Yoke O'Brien

- 4.1 The accounts are currently being finalised. Yoke stated that there might be an overspend on the DSG of around £1.3-1.4m, although some of this is due to mis-codings, It is anticipated that the final overspend will be around 900K due to the mis codings. A report will be going to Schools Forum.
- 4.1.1 Some expenditure should be coded to Alternative Provision or Early Years.
- 4.2 The SEND contingency of £500,000 has all gone out to schools and been spent for last year. The contingency is under review for this year.
- 4.3 Members asked that when the tidying up of the figures has been completed that they are shared with the group. **Action YO'B**
- 4.4 The main areas of overspend are:
Mainstream schools top-up
Special Needs
Out borough placements
- 4.5 Independent transport is £500,000 of the total budget of £3.5m. The council transport budget is significantly over spent, this is £3m, with an over spend of 800K. Savings made will accrue to the council's budget, not the HNB. *The 500K was to be used for more cost effective transport initiatives e.g. independent travel training - comment by VMM but not minuted.*
- 4.6 Yoke was asked to provide the final figures on all areas before the next Schools Forum meeting. **Action YO'B**

5. SEN Contingency – Vikki Monk-Meyer

- 5.1 Yoke explained that she has not run the modelling yet; this will be completed next week.
- 5.2 Some schools had received a 2nd summer payment but there was a mistake in the formula.
- 5.3 Headteachers said that although the top-up funding is useful, they are having to pay out more than they are receiving. Mike McKenzie has been looking at the figures and considers that his school is spending an additional £500,000. He will email round his findings. **Action MMcK**
- 5.3.1 Due to all schools paying TPAC the formula will be similar, with slight variations due to the size of the school. He asked for the figures to not be shared outside the group as they relate to specific children in his school. **Action All**

6. Post 16 Provision – Vikki Monk-Meyer

- 6.1 Riverside will be expanding its age range to 19 years and will be taking in 3/4 young people with autism and profound learning difficulties; rising to 12 over time. They will be based at a nearby building.
- 6.1.1 These will not all be new places; some are currently attending Ambitious at College (at a cost of £115,000 per placement).
- 6.1.2 It was noted that as they are all within statutory school age an education place has to be found for them,

- 6.2 Martin Doyle has produced a 5 year cost savings plan.
- 6.2.1 Members thanked Vikki and Martin for their work in getting this project off the ground.
- 6.3 Members asked for a further update at the next meeting. **Action MD, VMM**

7. Use of Strategic Grant – Vikki Monk-Meyer

- 7.1 Vikki explained that there are 3 types of SEN grant:
 - 7.1.1 SEND Reforms budget – This is to address additional spend incurred by the reforms and can be used for additional staff. £200,000 has been allocated by the government. .
 - 7.1.2 The Strategic Grant; £111,000 is available from January 2017. Potential uses for this were shared at Schools Forum and includes additional commissioning capacity. Further analysis of the current spend, particularly around the post 16 age group will be undertaken. The data will be analysed and put onto Mosaic.
 - 7.1.3 £200,000 capital available for 3 years in order to enable appropriate capacity for SEND needs within schools. This is what is being used for the Riverside project. The physical environment at Markfield is being considered for funding. It was **agreed** that some school projects would offer better value for money than others.
 - 7.1.4 It was **agreed** that a working party would be useful to consider accessibility issues for 3-19 years and public access issues eg. toilets. Property and Contracts will be invited so that the state of the estate, the NLC maps and current provision can be mapped. Evelyn Riordan to be invited. Jean, Martin, Peter (30 hours provision), Deborah and Vikki **agreed** to be part of this. **Action JB, MD, PC, DT, VMM**

A meeting of the Capital Grant Group to be held on 24th May at 10-11am at 40 Cumberland Rd.

- 7.2 Primary alternative provision and SEMH are the main gaps in provision which could be funded. Members asked Vikki to consider if it could also include the 6th Form Centre. Vikki to consider. **Action VMM**
- 7.2.1 The Special Heads will be meeting next week to consider post 16 provision and costs.

8. AOB

- 8.1 It was **agreed** that the Early Help report would be requested for Schools Forum. **Action VMM**
- 8.2 Deborah reminded members that the Octagon AP Academy 3 year cycle is coming to an end. The plan is to extend the contract for 1 year with an option for 2 further years. The LA needs to review whether the provision is fit for purpose and is meeting pupil's needs. It has received a Good Ofsted rating. The need is for places for high needs/challenging pupils; they are a significant minority who are not being catered for and therefore are going to other provision.
 - 8.2.1 The offer for SEMH provision needs to be expanded.
 - 8.2.2 **Members asked how decisions on the suitability of a placement were made.** Vikki explained that this was undertaken by a range of agencies, with a joint assessment of the risks involved. If students' safety is deemed to be at risk, people are sent elsewhere.
 - 8.2.3 On average 51/2 of the Octagon's places are full. Schools can also use them for managed moves; which the Secondary Heads like. It is usual for pupils to be re-integrated into mainstream within 2 terms.
 - 8.2.4 There is a statutory duty to cater for permanently excluded pupils.
 - 8.2.5 It is anticipated that place costs will increase from £13,000 to £14,000 plus £11,000 if an EHCP is in place. Additional top-ups for those with EHCPs have also been requested. Members felt that this was excessive and that the EHCP funds only should be paid; otherwise the money could go into an SEMH school. Consideration will be given to whether pupils are staying in the provision for too long. **Action VMM, DT**

11.25am Mike McKenzie left the meeting.

- 8.2.6 It was **agreed** that the overall curriculum offer needs to be developed so that pupils do not have to be referred elsewhere.
- 8.2.7 A new service for primary schools, to run outreach sessions for KS1 (and possibly KS2) pupils at risk of permanent exclusion, is under discussion.
- 8.3 There is a meeting next week to consider the quality of insurance offered.
- 8.4 Vikki circulated the Ofsted/CQC Inspection information sheet and the Autism Needs Assessment, for information.

9. Dates of future meetings: at 10am at the PDC.

It was **agreed** that meetings should be 2 weeks before SF pre-meetings. The next meeting will be on **9th June**.

There being no further business the meeting ended at **12.00pm**.

Signed

Date

**Agenda Item
14**



Report Status

For information/note
 For consultation & views
 For decision

Report to Haringey Schools Forum – 13th July 2017

Report Title: Schools Forum Work Plan 2017-18 Academic Year.

Author:

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Purpose: To inform the Forum of the updated work plan for the 2017-18 academic year and provide members with an opportunity to add additional items.

Recommendations:

That the updated work plan for the 2017-18 academic year 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 2017-18

September 2017 (Provisional)

- Induction of new Forum and election of chair and vice chair.
- Consultation on Funding Arrangements 2018-19.
- Schools Funding Formula 2018-19.

October 2017

- Funding formula 2018-19.
- Arrangements for the use of pupil referral units and the education of children otherwise than at school.
- Early Help and Preventative services update.
- Updates from working parties.

December 2017

- Dedicated School Budget Strategy 2018-19.
- Early Years Block
- Central Block
- Updates from working parties.

January 2018

- Update on Dedicated Schools Budget Strategy 2018-19.
- Funding Formula 2018-19.
- Growth Fund.
- High Needs Block.
- Early Help and Preventative services update.
- Updates from working parties.

February 2018

- Scheme for Financing Schools
- Update on Dedicated Schools Budget Strategy 2018-19.
- The Schools Internal Audit Programme
- Update from working parties.

May 2018

- Arrangements for the education of pupils with special educational needs.
- Administrative arrangements for the allocation of central government grants paid to schools via the authority.
- Early Help and Preventative services update.
- Update from working parties.

June 2018.

- Dedicated Schools Budget Outturn 2017-18.
- Outcome of Internal Audit Programme 2017-18.
- Forum Membership.
- Work plan 2018-19.
- Update from working parties.

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