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## Haringey Schools Forum

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THURSDAY 19 OCTOBER 2017 AT 15:45 HRS FOR 16:00 HRS – PROFESSIONAL DEVELOPMENT CENTRE, DOWNHILLS PARK ROAD, TOTTENHAM, LONDON, N17 6AR

### **AGENDA**

**1. ELECTION OF CHAIR AND VICE CHAIR**

The Forum is invited to consider the election of Chair and Vice Chair and to determine the term of office.

**2. CHAIR'S WELCOME**

**3. APOLOGIES AND SUBSTITUTE MEMBERS**

Clerk to report.

**4. DECLARATIONS OF INTEREST**

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

**5. MINUTES OF THE MEETINGS OF 13 JULY 2017 (PAGES 1 - 6)**

**6. MATTERS ARISING**

**7. DEVELOPING THE DSG STRATEGY (PAGES 7 - 46)**

To note progress to date and an update on the key thinking and areas for further focus.

**8. NATIONAL FUNDING FORMULA 2018-19 (TABLED) (PAGES 47 - 52)**

To receive a presentation on the current position and information available .

**9. MINUTES FROM WORKING PARTIES (PAGES 53 - 60)**

**EARLY YEARS (INCLUDING MINUTES 21/9/17)**

**HIGH NEEDS (INCLUDING MINUTES 8/9/17)**

**10. WORK PLAN 2017/18 (PAGES 61 - 62)**

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

**11. ANY OTHER URGENT BUSINESS**

**12. DATE OF FUTURE MEETINGS**

- **14 November 2017**
- **7 December 2017**
- **18 January 2018**
- **22 February 2018**
- **17 May 2018**
- **12 July 2018**

**MINUTES OF THE SCHOOLS FORUM MEETING  
THURSDAY 13 JULY 2017**

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

\*Martin Doyle (Riverside)

\*Peter Catling (Woodlands Park)

(A) Angela McNicholas (OLM)

\*Dawn Ferdinand, (The Willow)

\*Julie D'Abreu (Devonshire Hill)

(A) Will Wawn (Bounds Green)

\*Chris Lambert for Andy Webster  
(Parkview)

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

Elma McElligott/Gerry Robinson  
(Woodside)

Kaz Birk (Octagon AP Academy)

(A) Cal Shaw (Stroud Green)

\*Fran Hargrove (St Mary's CE)

(A) Emma Murray (Seven Sisters)

\*Tony Hartney (Gladesmore)

\*Michael McKenzie (Alexandra Park)

**Secondary (2)****Primary Academy (1)****Secondary Academies (2)****Alternative Provision****Governors:****Special (1)****Nursery Schools (1)****Primary (7)**

\*Jean Brown (The Vale)

\*Melian Mansfield (Pembury)

Vacancy

\*John Keever (Seven Sisters)

\*Laura Butterfield (Coldfall)

\*Zena Brabazon (Seven Sisters)

(A) Johanna Hinshelwood (Hornsey Girls)

(A) Natasha Lewis (St Ann's)

Vacancy@ 2

(A) Andreas Adamides (Stamford Hill)

Michael Cunningham (Muswell Hill)

\*Lorna Walker (Rokesly Infants)

Vacancy@ 2

**Secondary (3)****Primary Academy (1)****Secondary Academies (2)****Non School Members:-****Non – Executive Councillor****Professional Association Representative****Trade Union Representative****14-19 Partnership****Early Years Providers****Faith Schools****Pupil Referral Unit**

\*Cllr Ann Waters

Ed Harlow

\*Pat Forward

Russ Lawrence

(A) Susan Tudor-Hart

\*Geraldine Gallagher

(A) Angela Ryan

**Observers: -****Cabinet Member for CYPs**

+Cllr Elin Weston

**Also attending:**

LBH Deputy Chief Executive

LBH Director of Children's Services

LBH Joint Assistant Director, Schools and Learning

LBH Assistant Director, Quality Assurance, Early Help &amp; Prevention

LBH Joint Assistant Director, Schools and Learning

LBH Senior Business Partner

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 Governance Services Manager

Haringey Clerk (minutes)

\*Tracie Evans

\*Jon Abbey

\*James Page

\*Gill Gibson

\*Eveleen Riordan

\* Paul Durrant

\*Yoke O'Brien

\*Anne Woods

\* Vikki Monk –Myer

\* Ngozi Anuforo

\*Carolyn Banks

\*Jonathan Adamides-Vellapah

\* Members present

A Apologies given

**MINUTES OF THE SCHOOLS FORUM MEETING  
THURSDAY 13 JULY 2017 – TONY HARTNEY IN THE CHAIR**

MINUTE No.	SUBJECT/DECISION	ACTION BY
<b>1.</b>	<b>CHAIR'S WELCOME</b>	
1.1	The Chair welcomed all members and attendees to the meeting	
<b>2.</b>	<b>APOLOGIES AND SUBSTITUTE MEMBERS</b>	
2.1	Apologies: Noted.	
2.2	Substitutions: Noted.	
<b>3.</b>	<b>DECLARATION OF INTEREST</b>	
3.1	None.	
<b>4.</b>	<b>MINUTES OF THE MEETINGS 23 FEBRUARY 2017</b>	
4.1	The minutes of the 23 February 2017 were approved.	
<b>5.</b>	<b>MATTERS ARISING 23 FEBRUARY 2017</b>	
5.1	<p>The Forum noted the following:</p> <p>6.2 – The Internal Audit Proforma has been circulated</p> <p>13.2 – Trade Union Facilities – noted that Forum agreed to expand the membership to include additional representatives. The membership will be confirmed at the next meeting.</p>	ER/JP
<b>6.</b>	<b>FORUM MEMBERSHIP</b>	
6.1	<p>The Clerk to the Forum (Carolyn Banks) presented the annual report which reviews the Academy members places and the vacancies on the Forum.</p> <p>The Forum noted the continued role for the Forum in a 2017/18 and 2018/19, however the Department for Education will be carrying out a review of the Schools Forum remit ahead of the introduction of the 'hard formula'.</p>	
6.2	<b>RESOLVED: The Schools Forum agreed that there will be no changes to the allocation of places for Academy representatives for the academic year 2017/18</b>	
6.3	<b>RESOLVED: The Schools Forum noted that there are a number of governor vacancies and that is the responsibility of the Haringey Governors Association to submit nominations for these places.</b>	
<b>7.</b>	<b>OUTCOMES OF INTERNAL AUDIT PROGRAMME 2016-17</b>	
7.1	<p>The Head of Audit and Risk (Anne Woods) presented the paper and noted the following:</p> <ul style="list-style-type: none"> <li>• The summary table of assurance ratings provided from 2013/14 to 2016/17 and for 2016/17 there has been an increase in the number of schools with limited or nil assurance ratings</li> <li>• There were a high number of schools audited, they had received limited assurances or had been planned into the cycle based on the financial controls in place</li> <li>• There will be a follow-up of audits from the 2016/17 programme and for 2017/18, contact has been made with schools to agree the visit dates</li> <li>• There has been training for schools and Governors in 2016/17 and this will continue in 2017/18.</li> </ul>	

**MINUTES OF THE SCHOOLS FORUM MEETING  
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7.2	<p>The Forum discussed the concerns and noted the following:</p> <ul style="list-style-type: none"> <li>• How can expertise be shared between Business Managers and/or Finance Officers? Noted: There is a forum for them to meet and this may be expanded through the Network Learning Communities</li> <li>• Audit information sharing, how do the Governing Boards know the outcomes? Noted: The Audits are copied to the Chair and the Clerk, and where required this should be a standing Governing Board agenda item</li> <li>• What are the consequences of not improving? Noted: Should Schools not be able to manage their finances, there is the possibility that the Governing Board and School will have this function removed</li> <li>• Should the Governing Board see the monthly accounting reports? Noted: This is a discussion for the Governing Body on their duties.</li> </ul>	
7.3	<p><b>RESOLVED: The Schools Forum noted the feedback on the work completed in 2016/17, including the results of the follow up audits on the 2015/16 audits.</b></p>	
8.	<p><b>HIGH NEEDS BLOCK SEN CONTINGENCY FUNDING</b></p>	
8.1	<p>The Head of Service: Special educational Needs and Disabilities (Vikki Monk-Myer) presented the paper which outlined the use of the funding and the rationale for the changes.</p>	
8.2	<p><b>RESOLVED: The Schools Forum agreed to a ratio of 40% usage for a schools SEN funding before SEN contingency payments are made.</b></p>	
8.3	<p><b>RESOLVED: The Schools Forum agreed to pay SEN contingency payments for the period April 2017 to July 2017 at 40% of £500,000</b></p>	
8.4	<p><b>RESOLVED: The Schools Forum agreed to pay SEN contingency payments for the period September 2017 to March 2018 at 40% of £400,000, should the School Funding Formula be implemented.</b></p>	
9.	<p><b>UPDATED HIGH NEEDS BLOCK – POST 16 HIGH NEEDS FUNDING</b></p>	
9.1	<p>The Head of Service: Special Educational Needs and Disabilities (Vikki Monk-Myer) presented the paper which provided a detailed analysis of the post 16 needs funding and focused on the populations, funding and educational outcomes for young people aged 16-25 years.</p> <p>The Forum noted the following:</p> <ul style="list-style-type: none"> <li>• The annual number of children with statements from 2009 to 2017</li> <li>• A breakdown of EHC statements from March 2013 to March 2017 from Pre-School/Nursery to Year 15 plus</li> <li>• The out of borough placements</li> <li>• The average costs per setting and who the providers are</li> <li>• The outcomes for young people and where SEND learners have taken up apprenticeships</li> </ul> <p>The work being undertaken with Mencap to support young people into employment who have an EHC statement.</p> <p>The Forum noted the increase in provision of places at Riverside, the importance of developing the local offer and reducing the out of Borough placements.</p>	

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9.2	<b>RESOLVED: The Schools Forum noted the paper and the analysis information provided.</b>	
10.	<b>PROPOSALS TO ADDRESS RESTRUCTURING AND RESULTANT POTENTIAL REDUNDANCIES AND OTHER RELATED FINANCE MATTERS</b>	
10.1	<p>The Joint Assistant Director: Schools and Learning (Eveleen Riordan) presented the paper, which outlined the proposal to amend the section 12 of the Financial Scheme of Delegation for schools.</p> <p>The Forum understood that this proposal has been developed and the Unions have been consulted. The Forum discussed openly how schools procure their HR services and the different approaches taken. It was noted that communication issues with Haringey HR still remain and this has to be addressed for the process to work effectively. The Joint Directors noted the proposed amendments to the flow chart.</p> <p>The Forum agreed that there must be a consistent approach and noted that the paper outlined other measure within the document. The Panel make-up was noted.</p> <p>The next steps will be to communicate the information to all Schools and Governing Boards. <b>Noted: The Governance Services Manger to provide the information to Governance Officers.</b></p>	ER/CB
10.2	<p>The Forum discussed the measures within the report including:</p> <ul style="list-style-type: none"> <li>• Applications for licensed deficits</li> <li>• Budgeting and to move schools from a deficit position.</li> </ul> <p>The Forum were advised that a number of schools were continuously calling for monthly cash advances to support deficit positions or revised cash positions on a frequent basis. The Forum noted that all request for cash advances or revised cash positions will be reviewed on a case by case basis and may involve a review of the schools financial management.</p> <p>Members raised concerns over the management of budgets and noted that the management of the schools budgets is delegated to the Governing Board and Headteacher as outlined in statutory documents.</p>	
10.3	<b>RESOLVED: The Schools Forum agreed the amendments to section 12 of the Financial Scheme of Delegation to reflect the increasing redundancy cost to the Local Authority.</b>	
10.4	<b>RESOLVED: The Schools Forum noted the other measures the Local Authority is taking to support and advise all schools on financial matters to ensure optimised financial planning within all settings.</b>	
11.	<b>2016-17 and 2017-18 DEDICATED SCHOOLS GRANT (DSG) ALLOCATION 2017-17 DEDICATED SCHOOLS GRANT (DGS) AND OUTTURN AND 2016-17 SCHOOLS BALANCES</b>	
11.1	The Finance Partner: Children Services (Yoke O'Brien) presented the paper and noted the following:	

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	<ul style="list-style-type: none"> <li>• The DSG allocation to schools (after the academies recoupment)</li> <li>• The 2017/18 DSG will not be confirmed until summer term 2018</li> <li>• The break down by DSG block and comparison against the previous year</li> <li>• The detailed outturn figures for 2016/17 and the carry forward</li> <li>• 2016/17 Early years and High Needs Block analysis</li> <li>• School revenue balances as at March 2017 and revenue balances from March 2011 to 2017</li> <li>• An analysis on schools in financial difficulty, which noted the debt recovery position of circa £1 million.</li> </ul>	
11.2	<p>The Forum discussed the implications for schools in general on the deficit position and the action required to bring schools back to a positive position. This may involve training for the Governing Boards and Schools. The aim will be through the training to clearly define and establish the requirements and is aligned to the financial auditing process.</p> <p>The Forum discussed the importance of financial accountability and oversight. It is important to ensure that the Governing Boards have the right skill set to enable them to carry out this function.</p>	
11.3	<b>RESOLVED: The Schools Forum noted the latest DSG allocation for 2016/17 and 2017/18.</b>	
11.4	<b>RESOLVED: The Schools Forum noted the final DSG Outturn for the Schools Block, Early Years Block and agreed High Needs Block and the draw down from the DSG Reserve to meet the overspend in the High Needs Block.</b>	
11.5	<b>RESOLVED: The Schools Forum agreed the 2017/18 carry forward of £2.8million DSG Reserve.</b>	
11.6	<b>RESOLVED: The Schools Forum noted the position - March 2017 individual school balances and the increasing number of schools in financial difficulty.</b>	
12.	<b>DEVELOPING A STRATEGY FOR HARINGEY'S DEDICATED SCHOOLS GRANT</b>	
12.1	<p>The Forum reviewed the paper presented. There were a number of recommendations proposed. The Forum agreed that more discussion is required on the approval of certain items.</p> <p>Members voiced concerns that there had been movements within the blocks to support the High Needs Block overspend from the Early Years Block. There was an understanding that the Department for Education reviewed the monies as a single figure and that the statutory return has been made on this basis, a deficit return is not permissible. The internal treatment is a separate function of how the balance has been achieved.</p> <p>The Forum agreed the moral duty to support all learners in their care, however members queried why this item was not discussed earlier, given the decisions required and the impact in particular for the Early Years block, which has not been shared with the steering group.</p>	

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	<p>Members raised concerns over future plans and commitments for the Early Years. The Chair agreed that there needs to be transparency on decisions reached and that the Forum can act or discuss appropriately.</p> <p><b>ACTION: The Forum agreed that for future meetings decisions concerning the DSG finances should appear higher on the agenda where they have significant operational impact for the DSG blocks.</b></p>	
12.2	<b>RESOLVED: The Schools Forum noted the content of the paper.</b>	
12.3	<b>RESOLVED: The Schools Forum noted the use of £1.34m of Early Years reserves previously ring-fenced by the Forum to address the 2016/17 High Needs Block overspend on a loan basis</b>	
12.4	<b>RESOLVED: The Schools Forum agreed to establish a cross-block and officer working group to agree the future strategy for the DGS.</b>	
12.5	<p><b>UNRESOLVED: The Schools Forum did not agree the in-year proposals to being the DSG to balance by the end of 2017/8 as set out in the appendix.</b></p> <p><b>NOTED: The Schools Forum noted the actions of the LB Haringey Accounting Officer in their statutory duty to submit a balanced return.</b></p>	
<b>13.</b>	<b>UPDATE FROM WORKING PARTIES</b>	
<b>13.1</b>	<b>Early Years Working Party.</b>	
13.1a	The Forum received and noted the minutes.	
<b>13.2</b>	<b>High Needs Block.</b>	
13.2a	The Forum received and noted the minutes.	
<b>14.</b>	<b>WORK PLAN 2017/18</b>	
	The Work Plan was noted.	
<b>15.</b>	<b>ANY OTHER URGENT BUSINESS</b>	
	None.	
<b>16.</b>	<p><b>DATES OF FUTURE MEETINGS</b></p> <ul style="list-style-type: none"> <li>• 19 October 2017</li> <li>• 7 December 2017</li> <li>• 11 January 2018</li> <li>• 22 February 2018</li> <li>• 17 May 2018</li> <li>• 12 July 2018</li> </ul>	



# Developing a DSG Strategy

Schools' Forum October 2017

# Introduction and context

# Headlines

As reported previously to Schools' Forum, there is insufficient funding either in the DSG Blocks or in the DSG Reserves to cover all requirements as currently delivered

There is significant uncertainty across the whole landscape due to national imperatives including the Early Years and Schools National Funding Formulae and the implementation of 30 hours entitlement for 3 and 4 year olds

Both the High Needs and Early Years Blocks had agreed spending plans and trajectories in place, which now need to be reviewed

The forthcoming introduction of the National Funding Formula for Schools means there can be no reliance on previously assumed sources of funding being available in the future

Our ambition to deliver high quality outcomes for all children, young people and families in Haringey remains firm

# Headlines

What does this mean for us in Haringey?

- Transformational activity across the DSG is required – we need to plan for and deliver services differently
- Because of the pressures across the DSG, this activity needs to be agreed, prioritised, planned for and implemented as soon as possible based on an agreed framework of outcomes and principles
- No one agency can deliver the changes in delivery and outcomes required – shared endeavours and collaboration are fundamental across early years settings, mainstream and special schools, other educational establishments, the NHS and the Council
- We need to make the shift to using resources differently across early years, childhood and young adulthood so that we identify and respond to need earlier and effectively support more children in local provision, in order to reduce longer term and higher costs and to improve transitions

# Progress to date

In light of the fact that the DSG can no longer support all activity, cost and demand pressures, a Joint Working Group comprised of members of the High Needs Block and Early Years Block Working Groups has met three times since the last Schools' Forum

This presentation sets out the progress made to date and updates Schools' Forum on the key thinking and areas for further focus

The content represents work in progress which Schools' Forum is asked to consider, comment on and endorse in principle as a direction of travel

It is recommended that the Joint Working Group continues to meet over the coming months to work up a more detailed set of proposals

These proposals will be presented to a Schools' Forum meeting in the New Year for further consideration and approval

# The 2017-18 Picture

# Pressures on the DSG

Pressures on the DSG are being caused by a number of factors, which include, but may not be limited to, the following:

- The implementation of the National Funding Formula for Early Years from April 2017.
- Extension of the 30 hours funded entitlement for 3 and 4 year olds from September 2017.
- The loss of 2, 3 and 4 year old funding due to low census recording
- The increased number of children and young people supported by the high needs block budget as a result of the increased age range due to the reforms Sept 2014, and the duty to support young people who would previously been supported through a learning disability assessment after the age of 19 years.
- Lack of local special school capacity for those with Autism
- The rise in requests for education health and care plans and provision for young people with social emotional mental health needs
- The loss of Education Services Grant funding for schools
- Imminent introduction of the Schools' National Funding Formula from April 2018.
- The extremely limited opportunity to move funding between blocks after April 2018

# Budget position 2017-2018

Detailed budgetary information on the DSG, including past, current and projected spend against Early Years, High Needs and Schools' Block budgets and the associated calls on DSG Reserves, is set out in the appendix to this report.

In summary, significant DSG reserves had accumulated since 2014/15, largely as a result of the allocation of place-led funding and, as a separate funding stream, trajectory funding for the development and delivery of the statutory free early education entitlement for disadvantaged 2 year olds.

At the start of 2017/2018, DSG reserves stood at £2.8m.



# Budget position 2017-2018

These are the projected calls on the DSG Budget:

- £815k set aside for school balances
- £400k to support anticipated pressure on 2YO spend in 2017/2018
- £400k to support anticipated pressure on 2YO spend in 2018/2019
- £700k to mitigate the loss of subsidy in the maintained childcare sector due to the implementation of the EY National Funding Formula
- £420k in EY due to reduction in DSG allocation
- £230k in EY due to adjustment in budget for 2016/2017
- £780k due to increased demand in the HNB, net of in-year cost savings

Therefore, after taking into account all pressures and assuming implementation of all in-year actions, the reality remains that not only will all DSG reserves have been exhausted by the end of 2017/2018 but that there will be a pressure of £945k on the DSG overall.

# Budget position 2017-2018

Key issues going forward include;

- No DSG reserves to draw on from 2018-19
- A known pressure of £945k on the DSG
- No recourse to the Council's General Fund to mitigate pressure
- Very limited opportunity to move funds between Blocks
- The need to change previously agreed approaches and anticipated spend trajectories across early years and high needs blocks in order to accommodate a different approach and to manage spend in a sustainable way
- Continual, and increasing, demand, uncertainty and cost pressures on all DSG budgets, across all blocks
- Turbulence in the early years block, following the implementation of the national funding formula for early years in 2017-18 and introduction of the 30 hour offer

# Adopting a transformational approach

# Rationale for approach

As set out in summary above, increasing demand alongside current practice and delivery across the Blocks is guiding spend and leading to unsustainable cost pressures.

- Examples include a. the rate of placements in out of borough independent provision as compared to use of in-borough provision and b. payment of 2YO hourly rates to early years providers above the level funded by DfE.

There is a clear link between spend and models of support for children in their early years and spend and models of support in later childhood – if we fail to intervene appropriately at an early stage, there is likely to be increased cost and poorer outcomes in the longer term

A clear framework of outcomes and principles needs to be adopted to guide any future redesign and decision making – these outcomes and principles would apply across all settings including early years provision and all schools and educational establishments.

A long term goal is a fundamental review of provision across all settings in line with the agreed outcomes and principles framework

Initial areas of potential focus for achieving savings and improving outcomes in the medium term have been identified – these need to be prioritised and the detail worked up in order to deliver the financial benefit and improved outcomes required

# Outcomes and principles

# Outcomes for children and young people

All children have the best start in life and access to world class education

- All children thrive in their early years
- Children and young people will excel at school
- Excellent education and training opportunities will be accessible to all
- Children will be happier, healthier and more resilient
- The right support will be offered at the right time
- All children will be safeguarded from abuse and offered the best possible care

# Outcomes for adults

All adults live healthy, long and fulfilling lives

- A borough where the healthier choice is the easier choice
- Strong communities, where all residents are healthier and live independent, fulfilling lives
- Support will be provided at an earlier stage to residents who have difficulty in maintaining their health and wellbeing
- Residents assessed as needing formal care and / or health support will receive responsive, high quality services
- Vulnerable adults will be safeguarded from abuse

# Principles of a transformational approach

(1)

## Child and family-centred

- Listening and responding to children and families
- Identifying need early and intervening effectively to prevent escalation of need
- Building local provision to support children and families to stay in borough
- Promoting independence so that all young people can lead a fulfilling life and successfully make the transition to adulthood
- Ensuring equity of access to high quality settings for all children



# Principles of a transformational approach

## (2) Inclusive

- Supporting mainstream and specialist settings to implement fully inclusive practice so that children wherever possible remain in mainstream settings
- Nurturing collaboration and partnership across the sector
- Enabling all children and young people to value and achieve a fulfilling life

## Value for money

- Delivering evidence based interventions
- Thinking creatively/differently about how available funding is used to deliver improved outcomes for children and young people
- Reducing/influencing demand at the front door and within settings
- Ensuring all income is maximised and all spend necessary
- Investing now to avoid long term or higher costs in the future

Suggested areas with potential for savings and a different approach (to be prioritised and worked up)

# Suggested areas for more detailed work

## 1. Support families

- Strengthen models of support and partnership between parents, practitioners, settings and services where children have emerging need, investing in evidence based interventions to support families early on when issues first appear
- Enhance parenting and family support for families where at least one child has an identified additional need or SEND
- Listen to children and families from the early years and support them to prepare for an independent adulthood
- Ensure effective take up of direct payments and funded entitlements

# Suggested areas for more detailed work

## 2. Build and optimise the use of cost effective local provision

- Invest in a range of local interventions across all settings to maximise capacity, capability and take up
- Build on models of specialism within both early years and school mainstream settings and out/in reach from specialist settings
- Develop and promote inclusive practice across all settings
- Align capital and revenue requirements to optimise the opportunities of capital investment
- Demonstrate transformational elements to attract funding to pump prime new approaches

# Suggested areas for more detailed work

## 3. Maximise income

- Generate a higher centrally retained pot to maintain a healthy contingency by emphasis on increased participation across 2, 3 and 4 year old places and better Census recording
- Ensure income for those not living in Haringey/North Central London is efficiently collected in local settings
- Co-ordinate and broker admissions to special school places jointly across North Central London
- Develop early years business and quality improvement support model

# Suggested areas for more detailed work

## 4. Reduce costs

- Review contract and placement costs
- Work with neighbouring authorities to ensure consistency of costs and fees across all blocks
- Negotiate fees based on achieving outcomes

# Conclusion and next steps

# Conclusion and next steps

Excellent progress has been made by the Joint Working Group to date.

The ambitious approach set out above will require significant and focused work and capacity will be stretched unsustainably unless we prioritise a few key areas to be worked up in detail through to implementation.

Suggested next steps include:

- Joint Working Group (JWG) to continue to meet
- JWG to finalise outcomes and principles framework
- JWG to prioritise a few key areas which will have most impact for more detailed and focused work, both for the medium and longer term
- JWG to identify and develop detailed transformation plans in prioritised areas with associated timelines, detailed implementation plans and clear outcome and financial savings targets
- JWG to report back to Schools' Forum as necessary to offer progress updates



**Agenda Item**  
**7**

**Commissioning Unit**

**Report to High Needs Block –**

**Report Status**

For information/note  
For consultation & views    **x**  
For decision

**Report Title: High Needs Block Strategy – Appendix to High Needs and Early Years strategy.**

**Author: Vikki Monk-Meyer Head of Service SEN and Disability**

The purpose of this paper is to outline demand and actions to manage demand for the high needs block across Special Schools, Alternative Provision and Hospital Provision 0-25 years.

**Recommendations:**

1. To note demand

1. Introduction

1. The purpose of this paper is to outline demand and actions to manage demand for the high needs block across Special Schools, Alternative Provision and Hospital Provision 0-25 years from 17/18 to 19/20. This will paper will set out actions to be taken and timescales in the context of national and local budgetary pressures

2. Background information

2.1 The population of children and young people with SEND in Haringey

Haringey has 1790 children and young people with Statements of SEN and Education Health and care plans. Of these children and young people 839 have statements still to be converted to an education health and care plan as of 13<sup>th</sup> September 2017. This an increase of 349 from 1441 statements in 2014 when the SEND reforms were first introduced.

2.1.1 Requests for Educational Health and Care Plans

Requests for new education health and care plan assessments are received at approximately 30 per month, with 53% declined on first request.

Haringey has refreshed our eligibility criteria as part of a multi-agency working party to look at this high rate of refusal. Approximately 150 Education Health and Care Plans are agreed per year with the highest number of new requests being for those with autism. There is an emerging trend for an increase in requests for those with mental health/challenging behaviour.

Of those EHC assessments carried out, 99% are agreed to issue as a plan. Of these 60% are issued within 20 weeks.

2.1.2 Of the 1790 children and young people with statements or EHC plans, 80 are under 5 years, 1128 are between 6 and 15 years, 369 are between 16 and 19 years, and 213 are over 19 years.

Ages of Children and Young People	Numbers of Children and Young People
5 and under	80
6-15 years	1128
Between 16 and 19 years	369
Over 19 years	213
Total	1790

Of the young people under 16 years there are 794 in mainstream schools with a range of additional support to meet their needs. The support was originally calculated with the equivalent number of teaching or teaching assistant hours.

Table to show types and ranges of support equivalent by year group

Hours and Years	Costs	Re c	1	2	3	4	5	6	7	8	9	10	11
Under Threshold or draft	£6,000			3	1			1	1	3	1		2
15 hrs ta +	£8,312.85	6	6	9	15	15	16	30	22	27	22	24	24
20 hours +	£11,083.80	6	10	12	14	21	16	12	24	14	30	25	22
20 hrs ta + 5 hrs SMSA	£12,622.00	7	20	14	15	7	9	8	9	5	1		2
25 hrs +	£13,854.75	3	2	5	4	6	8	9	9	12	14	12	11
25 hrs ta & 5 hrs SMSA	£15,392.95	13	17	21	8	13	12	10	5	2	2	3	
27 hrs ta & 5 hrs SMSA	£16,778.43	1	2	6	6	8	7	1	4	6	2	1	2
30 hrs ta & 5 hrs SMSA	£18,163.90	1	1		1	1		2	1	1	4	1	3
		37	58	70	64	71	68	73	75	70	76	66	66
													794

Chart to show the most commonly used levels of support across the year groups

It can be seen that numbers of children with statements or EHC's drops off slightly after year 8, and it is most commonly in those in the higher support bands in primary. This is likely to be due to children moving to special school at secondary transfer.

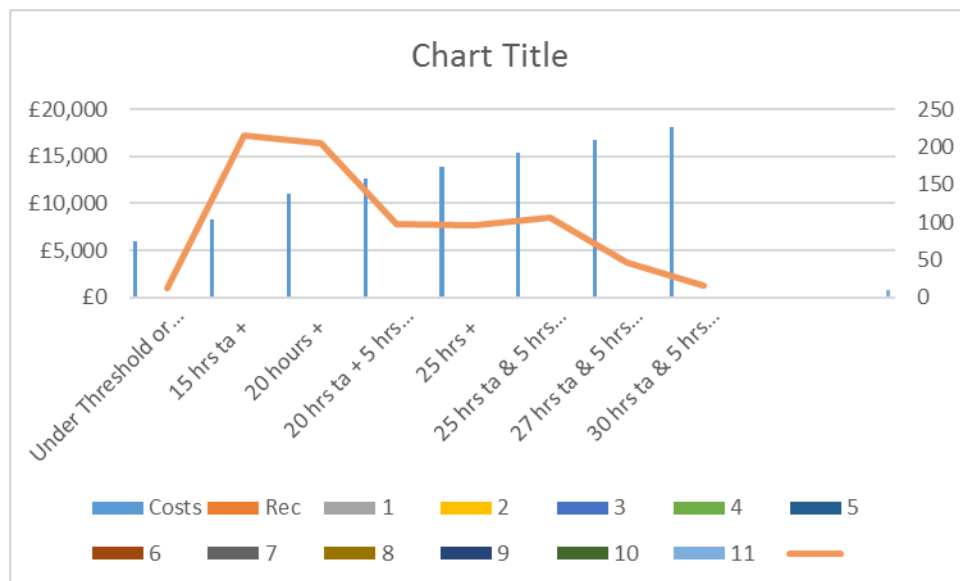
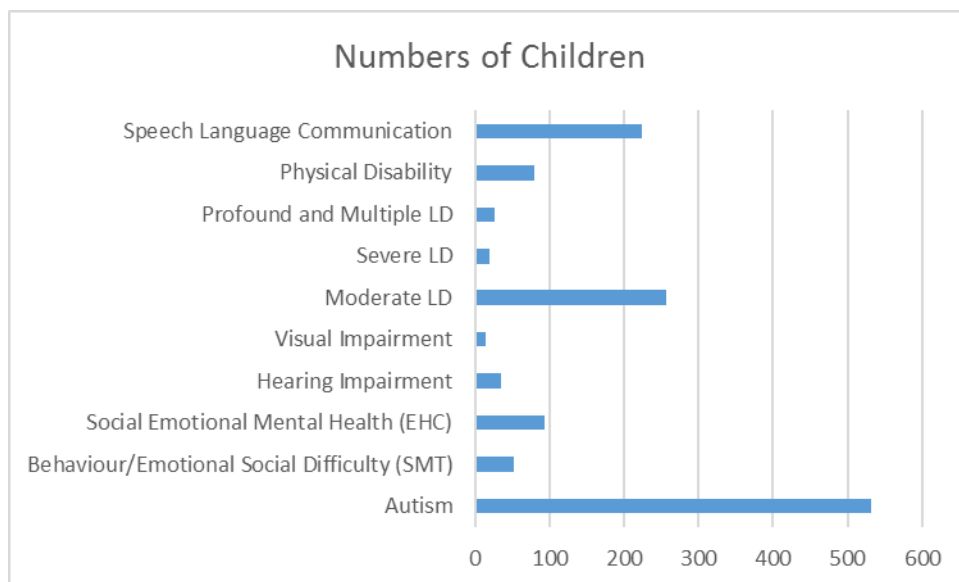


Chart to show the most commonly used types of support in each year group.

This chart shows the lower levels of support are used most commonly when issuing an Education Health and Care Plan.



This chart demonstrates the categories of need when issuing an Educational health and care plan. As can be seen from the chart the most commonly occurring reasons are Autism, moderate learning disability and speech/language and communication needs. In addition, there is a trend which shows that the category of SEMH is increasing, as there are 52 young people with a category of BESD on their statement, which is now known as SEMH. There are 94 young people with a category of SEMH.

- 2.1.3 The under 5's population is increasing as requests are received for children and babies with complex medical conditions who meet 'continuing care criteria' are being made earlier. Children meet continuing care criteria when part of their interventions require staff trained in medical interventions e.g. they may be oxygen dependent
- 2.1.4 Haringey has a high number of young people over the age of 19 years who have remained in education. Of these young people 31 have complex learning disabilities and their stated outcomes are potentially achievable either through a social care package or through an educational package.

## 2.2 Ceasing of Educational Health and Care Plans

2.2.1 Few Education Health and Care plans have ceased for children since 2104.

## 2.2.2 Education Health and Care Plans can cease when:

- Young people achieved their educational outcomes - This means in joint working with adult learning disabilities team and health colleagues. There needs to be common understanding of what is an educational outcome.
- Young people move into employment – educational establishments and young people and their families know how to access and make use of career's advice to establish and maintain a young person in employment. There are local services emerging for careers advice.
- Young people move into higher education – aspirations need to be high and young people and their families need to transition successfully onto the systems of support in university.

Up until the introduction of the reforms, approximately 150 young people left education each year. This has reduced in the last two years and was approximately 10 young people in 2016 and 26 in 2017.

This has a significant budgetary impact. Resources attached to a young person's plan varying from £8,000 to £55,000 for a small number of this year's leavers. The likely impact of these young people leaving education is approximately £300,000 returned to the DSG to be used for other children.

## 2.2.3 Challenges to provision in educational health and care plans

The number of tribunal requests from families about their children's educational health and care plan has remained similar over the last three years e.g. 12 per year, however the type and theme has changed. The most common requests have been for provision for pre-school children and those over 16 years.

These are the age groups where an education health and care plan is a new educational offer and there are limited examples of case law.

## 2.2. Types of need that give rise to the request for an education health and care plan (add provisions in plans and cohorts)

The increase in diagnosis and requirement for specialist advice or provision for young people with Autism is clear. There is also an increase in the referral and request for funding for education for young people with mental health needs in inpatient private hospital beds. This has risen from £12,000 in 2015-2016 to £100,000 in 2016-2017.

## 2.3 Local capacity to meet needs and contributory factors

### 2.3.1 Mainstream schools

2.3.1.1 There is limited skill set and provision for managing the mental health and education of young people with autism and without Learning disabilities, and this tends to give rise to requests for special school places.

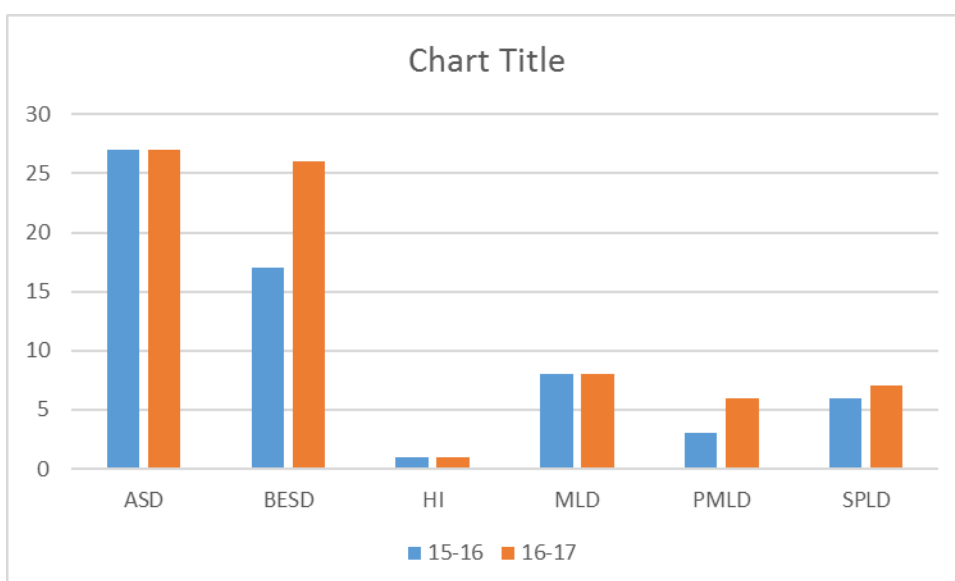
2.3.1.2. The increased demand is also coming at a time when the financial support provided into children’s existing education health and care plans has become devalued e.g. There has been no uplift in hourly rates for support for children in school since 2008, so tops up’s which should assist a school to support a child in a variety of ways according to need across a day, are no longer sufficient to fund the differentiation required. This impact of this is rising top up rates, and potentially also more challenges to including children with SEND in mainstream school.

2.3.1.3 The support systems funded through the Local Authority and some aspects of Health Services cannot meet demands e.g. Services such Occupational therapy. This is giving rise to more requests for personal budgets for children, and also potentially higher costs spot purchasing for individual children.

### 2.3.2 Special schools

2.3.1 There are local gaps in services in terms of specialist provision. This includes Autism, and Social emotional and mental health special school places. The requests for Special School places continues to outstrip demand, which means that there have been increased numbers of requests for independent school places. For those young people under 16 years the independent special school places used were 79 in 2015-2016 and 89 in 2016-2017, with the majority of additional school places for those with SEMH. There is a natural synergy with transport costs as numbers of independent school place provision increases. There was a decrease in number of residential special school places commissioned however from 16 in 2015-2016 to 12 in 2016 - 2017. The decrease was in the SEMH places.

Table to show places commissioned in independent school places or places in other boroughs over 2016 and 2017.



2.3.2 Some of the Special Schools cannot be used to maximum capacity due to issues around building capacity. They are older buildings that need an uplift, or do not have the appropriate capacity to meet the needs of young people with more challenging behaviour due to building layout.

2.3.3 Some of the Special Schools no longer have the capacity of staffing from therapies and specialist nursing to meet the school's needs, and the intake of more complex children. This means that more expensive spot purchasing is required to meet medical needs from health/education.

## 2.4 Comparative costs of provision

2.4.1 The average top up costs associated with the EHC's for young people in mainstream vary but the average cost is 5K per EHC for those in mainstream school, 8K for those in college, higher for those YP with Significant LD. College top up requests are significantly higher than those for young people at school, which comparatively less evidence of differentiation. Challenges to these top up rates have been escalated to the Dfe with joint working ongoing with local boroughs in this area.

2.4.2 The average top up for Special School have been reviewed, with the outcomes that further reductions are impractical as they would destabilise the schools. Schools where top ups have been reduced have seen a request for transfer for some students as the quality of intervention has reduced. This has resulted in an overall increased rather than decreased spend.

## 3.0 Commissioning and contracts

Contracts are due for review

Contracted Service	Value of Contract	Date of contract
Markfield Parent Partnership	£98,000	Contract to be reviewed by April 2018
Royal National Institute for the Blind	£177,000	Contract to be review 2017
Specialist Equipment Purchase - Millbrook	£85,000	Contract to be reviewed by April 2018
Enhance EHCP support writer	£55,000	Contract not in date - extension
Speech and language Therapy	£460,000	Contract under review
Occupational Therapy	£45,000	Contract to be reviewed

		by April 2018
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The contracts above do not represent full spend on these types of service, however as they above contracts are not covering many of the types of need and therefore in addition to the above there is spot purchasing of similar services from other providers.

A robust review of all contract is required in order to ascertain full spend and also ensure that there is best value for money. Where it has been necessary to spot purchase individual services or school places, some providers have indicated that they would be open to conversations about a reduction in cost if there was a contract in place.

#### 4.0 Income generation

- Simmons house hospital school - re-couplement of education costs from those not in NCL area
- Tuition Service agency costs – flat rate of 8K per child pro rata'd for attendance introduced.
- Review functioning of complex care panel to ensure appropriate challenge, funding agreements and representation.

#### 5.0 Promotion of Inclusion and strategy for managing those with Social Emotional and Mental Health Needs.

Overall there is an indication that due to both financial and academic pressures, increased support is needed to include children with SEND, particularly SEMH, or include those in their local population where there are higher levels of need. This is evidenced by levels of SEN exclusions and increases in requests for SEMH independent school places. This is coinciding with an increased incidence of mental health need, which the borough has not previously experienced as a significant issue for our local population.

There is a need for this pathway to be more thoroughly explored through working across Early Years and Schools and between agencies, in order to identify what early interventions are required to address this issue, and where existing services can better establish their links to reduce this emerging need.

Vikki Monk-Meyer

Head of Service SEN and Disabilities





**Agenda Item**  
**7**

**Report Status**

For information/note  
For consultation & views  
For decision

Appendix

**Report to Haringey Schools Forum – 19<sup>th</sup> October 2017**

**Report Title: Projections for the Delivery of the Free Entitlement for 2, 3 & 4 year olds in Haringey: 2017/18 – 2019/20.**

**Author: Ngozi Anuforo, Head of Early Help Commissioning & Culture**  
Contact 020 8489 4681 Email: [ngozi.anuforo@haringey.gov.uk](mailto:ngozi.anuforo@haringey.gov.uk)

**Purpose: To provide Schools Forum members with an overview of the delivery of the free entitlement for 2, 3 & 4 year olds in Haringey and the budgetary implications for the financial years 2017/18 – 2019/20**

**Recommendations:**

1. That Schools Forum notes the report.

## 1. Introduction

- 1.1 The purpose of this paper is to provide Schools Forum with a general overview on the delivery of the free entitlement for 2,3 & 4 year olds in Haringey. It is intended to give Forum a brief overview of the key delivery issues and delivery and expenditure projections for the financial years 2017 to 2019.

### Background

## 2. The Two-Year-Old Offer

- 2.1 Since September 2013, local authorities have had a statutory duty to provide 15 hours per week of free early education for all eligible two year olds. Eligibility is limited to those children who meet the following criteria:

- Children whose parents would be eligible to claim for Free School Meals (FSM)
- Looked After Children (LAC)
- Families receiving Working Tax Credits and have annual gross earnings of no more than £16,190 a year
- Children receiving a current statement of Special Educational Needs or an education, health and care plan
- Children attracting Disability Living Allowance
- Children leaving care through special guardianship or through an adoption or residence order

- 2.2 The Department for Education's (DfE) estimations for the number of eligible children for this borough have continued to change since the offer was introduced. Data about potentially eligible children is provided to local authorities by the Department for Work and Pensions (DWP) on a termly basis, as a minimum. The Table below shows the changing profile for eligible numbers of children since the introduction of this statutory entitlement.

**Table1:** Haringey's changing eligibility profile since 2013.

Academic year	DfE/DWP Estimate for potentially eligible children
2013-14	891
2014-15	1790
2015-16	1710
2016-17	1620
2017-18	1500

### 2.3 Grant Funding for the 2-year-old Offer

2.3.1 Haringey Council receives funding for the provision of the two year olds free entitlement through the Early Years Block of the Dedicated Schools Grant (DSG).

2.3.2 For the period April 2013 to March 2015, the funding allocation given to the Council for statutory place provision by the DfE is based on the anticipated number of places required (place-led) giving us the flexibility to secure places within a variety of settings before children are allocated. In 2014-15, the DSG Early Years Block funding for the Two-Year-Old Free Entitlement comprised of two elements:

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

By the end of 2014-15, not all of this funding had been fully utilised and Schools Forum agreed to ring fence any unused allocation for the purpose of delivering the two-year-old programme.

2.3.3 From April 2015, DfE moved to funding the two-year-old offer on participation-led basis, in line with the funding arrangements for the universal three and four-year-old free entitlement. This meant that the amount of grant funding allocated to Haringey from April 2015 onwards would be based on the numbers of children recorded as accessing a 2-year-old free entitlement place in the January census.

### 2.4 Funding providers for the delivery of 2-Year-Old Free Entitlement Places

2.4.1 From April 2013 to March 2017, Haringey Council was funded by DfE at a rate of £5.28 per hour for a two-year-old place. This funded rate increased from April 2017 to £5.66 per hour.

2.4.2 Since April 2014, providers in Haringey have been paid at a rate of £6.00 per hour to attract more providers to offer places within the borough and to bring our funding formula rate more in line with neighbouring local authorities. This increase to the funding rate was agreed by Schools Forum and the Council in autumn 2013 and, to date, has been funded through the existing ring-fenced funding allocation for the two-year-old offer.

2.4.3 In February 2017, a decision was made by the council to reduce the £6.00 per hour funding rate to £5.66, matching the rate of funding received by the Council from DfE. This will ensure that the continued delivery of the 2-year-old offer in the borough can be sustained within the funding envelope allocated by the DfE. However, it presents a

significant risk to the sufficiency of places across the borough due to the new funding rate being potentially lower than the levels that providers feel is necessary for them to continue delivering the offer.

- 2.4.4 In light of plans to reduce the provider funding rate from April 2019, two major priorities for the continued delivery of the statutory 2-year-old free entitlement are to ensure that we are able to manage the transition from Haringey's current funding rate levels to the rate at which the Council is funded and to safeguard the sufficiency of 2-year-old places from April 2019.

### 3. The Three and Four-Year-Old Offer

- 3.1 From September 2017, a new, statutory 30-hour free entitlement was rolled out nationally, providing up to an additional 15 hours of free early education for working. This offer is now available alongside the existing universal 15-hour free entitlement, which continues unchanged.

- 3.2 Eligible families can access up to a maximum of 15 hours per week/570 hours per year, in addition to the existing universal 15 hours of free early education.

Eligibility will include households where:

Both parents are working and/or:

- One parent working in lone parent family (earning equivalent of 16 hours a week on National Minimum Wage (currently £107 per week) including those receiving tax credits or Universal Credit)
- One/both parent/s is away from work on leave (parental, maternal etc.)
- One/both parent/s receiving Statutory Sick Pay
- Working – employed or self employed
- Maximum earning limit of £100K for each parent
- Zero hour contracts – calculated on average earnings

- 3.3 To access the 30-hour offer, Parents apply, and are issued with an eligibility code from HMRC which is presented to settings offering 30 hour places. To date, **1023** codes have been issued by HMRC to parents in Haringey. So far, **866** codes have been validated by the Council. The difference in number may mean that some parents have chosen not to use the entitlement or may need to wait until January for their child to start in a setting, so are yet to present the code.

- 3.4 The full impact of this new offer is yet to be seen. Early indications are that there are many households in Haringey where parents will be ineligible and therefore children will remain entitled to the universal 15 hour offer only. Some parents are choosing not to take up the offer

due to concerns about the impact of taking up the free offer on the levels of childcare tax credit or other benefits they receive. Work will be undertaken from the Autumn term to review the effect the offer is having on the childcare and early education sector in Haringey, as well as on children and families. Key actions include:

- 3.5 A review of the impact of the offer in Haringey is to be undertaken from October 2017, as phase one of our new Childcare Sufficiency Assessment (CSA). As part of this we are seeking to:
- Understand the impact of the new offer on the early years landscape in Haringey.
  - Understand how the new early years funding formula is working and its effect on providers in the borough.
  - Raise awareness and understanding across the sector about the importance of the census and its relationship to the Council's funding allocation for early years education.
  - Gain an initial a view of parents and carers as to the benefits and disadvantages of the offer, as well as learn more about any emerging barriers to access.

#### 4. Early Years Free Entitlement Budget Profile and Expenditure Projections to 2019/20

- 4.1 Actual and estimated budgets for the 2, 3 & 4-year-old entitlement 2017/18 and 2018/19.

Funding Element	Funding Amount 2017-18 (£)	Funding Amount 2018-19 (£)
3 & 4 YO Funding	13,757,850	15,634,106
Centrally held funding	1,049,157	822,848
2 Year Old Programme	2,400,000	2,599,242
EYPP	160,000	174,876
Maintained Nursery Schools (MNS)	662,993	662,993
	<b>18,030,000</b>	<b>19,894,064</b>

- 4.2 **Table 1** below sets out the take-up and expenditure projections based on current trajectories to 2019/20.

Table 1: Free Entitlement: 2, 3 & 4-year-old take-up and expenditure projections based on current trajectories to 2019/20.

EARLY YEARS FUNDING PROFILE															
Actual EY Funding 2016-17				Estimated EY Funding 2017-18				Estimated EY Funding 2018-19				Estimated EY Funding 2019-20			
Funding	No. of children	£ Rate/hour	Total Funding	Funding	No. of children	£ Rate/hour	Total Funding	Funding	No. of children	£ Rate/hour	Total Funding	Funding	No. of children	£ Rate/hour	Total Funding
3 and 4 year olds	4,010	5.63	12,860,000	3 and 4 year olds	4,095	5.14	11,997,531	3 and 4 year olds (15 hours)	4,177	5.14	12,237,775	3 and 4 year olds (15 hours)	4,177	5.14	12,237,775
				3 and 4 year olds (30 hours)	853	5.14	2,499,119	3 and 4 year olds (30 hours)	953	5.14	2,792,099	3 and 4 year olds (30 hours)	953	5.14	2,792,099
2 year olds	880	6.00	3,009,600	2 year olds	967	6.00	3,307,140	2 year olds	967	6.00	3,307,140	2 year olds	967	5.66	3,119,735
<b>Total</b>			<b>15,869,600</b>	<b>Total</b>			<b>17,803,790</b>				<b>18,337,014</b>				<b>18,149,609</b>

<b>ANALYSIS OF DSG RESERVE FOR 19 OCT 2017 SCHOOLS FORUM</b>				
	<b>Schools Block</b>	<b>Early Years Block</b>	<b>High Needs Block</b>	<b>DSG Reserve</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>2014-15 Balance c/f</b>	<b>(73,000)</b>	<b>(3,757,517)</b>	<b>(3,168)</b>	<b>(3,833,685)</b>
<b>2015-16 Opening Balance</b>	<b>(73,000)</b>	<b>(3,757,517)</b>	<b>(3,168)</b>	<b>(3,833,685)</b>
2015-16 (Underspend) / Overspend	(1,186,966)	799,000	970,000	582,034
2015-16 Balance c/f	(1,259,966)	(2,958,517)	966,832	(3,251,651)
Schools Forum Decision 30 June 2016				
Rate Rebates used for HNB	192,000		(192,000)	0
School Improvement used for HNB	351,966		(351,966)	0
ISB used for HNB	380,000		(380,000)	0
<b>2015-16 Balance c/f after Schools Forum decision</b>	<b>(336,000)</b>	<b>(2,958,517)</b>	<b>42,866</b>	<b>(3,251,651)</b>
<b>2016-17 Opening Balance</b>	<b>(336,000)</b>	<b>(2,958,517)</b>	<b>42,866</b>	<b>(3,251,651)</b>
2016-17 (Underspend) / Overspend	(479,340)	(366,552)	1,297,285	0
2016-17 Balance c/f	(815,340)	(3,325,069)	1,340,151	(2,800,258)
LA Decision as at 31 March 2017 to close DSG accounts		1,340,151	(1,340,151)	
<b>2016-17 Balance c/f after LA decision</b>	<b>(815,340)</b>	<b>(1,984,918)</b>	<b>0</b>	<b>(2,800,258)</b>
<b>2017-18 Opening Balance</b>	<b>(815,340)</b>	<b>(1,984,918)</b>	<b>0</b>	<b>(2,800,258)</b>
Schools Block Commitments	815,340			815,340
Early Years Block Commitments		1,500,000		1,500,000
ESFA 2017-18 Early Years Funding Reduction		650,000		650,000
High Needs Block 2017-18 Projected Overspend			780,000	780,000
<b>Projected 2017-18 Balance c/f</b>	<b>0</b>	<b>165,082</b>	<b>780,000</b>	<b>945,082</b>
<b>Projected 2018-19 Opening Balance</b>	<b>0</b>	<b>165,082</b>	<b>780,000</b>	<b>945,082</b>

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# NATIONAL FUNDING FORMULA

Yoke O'Brien  
19 October 2017

# National Funding Formula Overview

- ‘Soft’ introduction of National Funding Formula for DSG Schools Block, High Needs Block and Central School Services Block from April 2018.
- Provisional Local Authority (LA) allocations for 2018-19 announced followed by final allocations in late December 2017 (based on the October 2017 pupil census data).
- Government’s additional £1.3 billion for schools and high needs means all LAs have received an increase of approx 0.5% in 2018-19 over 2017-18 allocation.
- For 2018-19 and 2019-20, the DfE has set notional allocations for each school using the NFF, which will be aggregated, and used to calculate the total schools block received by each local authority.
- LAs will continue to determine final funding allocations for schools through a local formula in 2018-19 and 2019-20.
- The DfE expects all LAs to undertake a consultation with all their schools and academies in the autumn to inform final decisions about changes to their local funding formula.

# Significant changes (1)



- Creation of the Central School Services Block (CSSB) - comprises funding for ongoing LA responsibilities and a cash sum for historic commitments.
- DSG will comprise of **four** blocks: Schools, High Needs, Early Years and CSSB - critically *each* determined by a separate national funding formula.
- Baselines for each block adjusted to reflect the pattern of 2017-18 planned spending by local authorities within overall DSG allocation (protected in each block).
- Within the schools block, the government will provide for at least a 0.5% per pupil increase for each school in 2018-19 through the NFF.
- Schools allocations will be expressed as separate per-pupil primary and secondary rates and then aggregated into total schools block.
- Schools allocations will also include local authority level funding for premises, mobility and growth based on historic spend.

## Significant changes (2)

- The NFF will provide LAs with per-pupil funding of at least £3,500 for all primary schools and £4,800 for all secondary schools that have pupils in years 10 and 11 in 2019-20.
- There is at least a 0.5% increase in proportion to population changes in 2018-19 within the High Needs Block.
- The minimum funding guarantee (MFG) for schools will continue but LAs have the flexibility to set a local MFG between 0% and -1.5% per pupil.
- The schools block will be ring-fenced from 2018-19. However LAs are able to transfer up to 0.5% of their schools block funding out with the agreement of Schools Forum and having demonstrated that local consultation with all maintained schools and academies has taken place.
- An exceptions process will require Secretary of State approval for considering transfers above the 0.5% limit and for transfers opposed by the Schools Forum.
- All other blocks are not subject to limits on transfers but consultation with schools are strongly encouraged with Schools Forum agreement on any other proposal to move funding between blocks.

# Other smaller changes

- Current free school meals (FSM) and free school meals over the last 6 years (FSM6) measures within their deprivation factors can now be used (local authorities could previously use one of these measures but not both).
- Increase of Pupil Premium Plus rate to £2,300 for 2018-19 instead of including a looked-after children factor in the NFF. LAs need to consider how to reflect this in the local formula.
- Deduction to schools block pupil numbers for High Needs places in mainstream schools **will not** be made. The school's budget share based on the total number of pupils on the roll of the school includes those in the special unit or resourced provision. An adjustment between the High Needs Block and Schools Block has been made to the provisional allocations to reflect this change.
- Schools budget share will include £6,000 per place, where the place is occupied by pupils on the roll of the school at the time of the October school census return.
- The balance of funding for places in mainstream schools will come from the High Needs Block, decided in accordance with the LA's commissioning decisions and the top-up funding for individual pupils.
- Places in Special Schools will still be funded at £10,000 per place.

## Schools Forum are asked to :



- Note the tight timeline for engagement with Schools to enable the successful submission of the Local Schools Funding Formula to the Department for Education by 19 January 2018.
- Agree to the Schools Funding Review Group to progress the detailed work and consultation with stakeholders.
- Agree to an extraordinary meeting of the Schools Forum in November (proposed date 14 November).



### Schools Forum Early Years Working Group

Date: 21<sup>st</sup> September 2017 at the PDC at 9.30am

Name	Designation/ Representation
Melian Mansfield (MM)	<b>CHAIR</b>
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
Duwan Farquharson (DF)	Willow
+ Dawn Ferdinand (DaF)	Willow
Nick Hewlett (NH)	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)	School Forum PVI Settings Rep
+ Christine Yianni (CY)	Business Support Officer
Sarah Hargreaves (SH)	Clerk

+ denotes absence

#### 1. **Welcome and Apologies**

- 1.1 The Chair welcomed everyone to the meeting.
- 1.2 Apologies were noted from Dawn Ferdinand and Christine Yianni.

#### 2. **Minutes of the meeting of 12<sup>th</sup> June 2017**

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

#### **Matters arising**

- 2.2 Pt 2.3 The Quality Supplement meeting determined which settings and co-ordinators will be supported; there are some new co-ordinators. Some PVIs are struggling. One has been judged to be inadequate. A PVI group within the NLC groupings is due to be set up. Peer to peer support and Champions are being set up. Nick confirmed that there are 200 active childminders in the borough.
- 2.3 Pt 2.5 The list of agreed principles for the 30 hours scheme is still to be circulated and will include the topics previously suggested, including the wider issues eg. the DfE criteria and general admissions concerns. **Action NA**
- 2.4 Pt 2.7 Ngozi confirmed that although there is no more money available to create more two year old places, existing places will continue to be funded.
- 2.5 Pt 3.3 There may be a possibility of s106 money being used to provide kitchens. Will depend on the locality – and therefore if planning funding is available.
- 2.6 Pt 3.4.3 Settings vulnerable to closure are still being spoken to and worked with.
- 2.7 Pt 3.4.5 Nick reported back that some childminders need to undertake more business planning including assessing the market more; younger children now have to be the target market. Unfortunately childminders do not always attend meetings
- 2.8 Although children are leaving the borough, the quantity is not sufficient to account for the vacancy rates encountered.

3. **EYWG Membership**

- 3.1 With Lou Colley leaving there is a PVI Rep vacancy. Nick will email PVI settings. **Action NH**
- 3.2 Susan Tudor-Hart asked it to be noted that she is the Schools Forum PVI setting rep.

4. **30 Hour Offer Delivery – Update**

- 4.1 There are still teething problems: parents are waiting for codes, the system is crashing, the system cannot always be accessed, HMRC and the DfE have different criteria, information provided to parents by DfE staff has been inconsistent.
- 4.2 Providers are not paid unless there is a valid code in place; the temporary codes are not proving to be useful.
- 4.3 The deadline for parents to apply was 31<sup>st</sup> August. Applications received after that means that a place isn't available until January 2018. Codes are valid for 3 months. For families who applied in advance the 1<sup>st</sup> term is guaranteed, so that they have time to renew their application.
- 4.4 By 4<sup>th</sup> September 840 codes had been issued and 750 children had taken up places. 735 codes have been validated and 698 are still eligible. The codes and validations have to match, otherwise the DfE will re-claim the funding. Parents have to sort out any issues with HMRC themselves, LAs are only told if an application is valid, not the reasons for rejecting it.
  - 4.4.1 The DfE has not done any publicity about the scheme; initially due to the election. This has been left to LAs to do, but they have not been provided with any money to do so. Bus shelter advertising will take place in October.
  - 4.4.2 Not all providers and parents had realised that there had to be double validation – by the DfE and the LA.
  - 4.4.3 There is also confusion between the 30 hours and the tax free childcare schemes – they are both on the same website, but require different codes. There are implications for child benefit, which families may not be aware of.
- 4.5 Providers and the LA are losing out due to the lower take up of places and some are experiencing cash flow issues.
- 4.6 **A review is needed and feedback given to the DfE and Minister.** Cllr Weston will be provided with a briefing and asked to act as the political advocate by writing to the local MPs, Zena will raise the issues at the Labour Party conference. Ngozi, Zena and Melian to work on. **Action NA, ZB, MM**

**10.20am Peter Catling** left the meeting.

- 4.6.1 **Members also felt that these issues needed to be pushed further up the list of priorities of and by senior staff.** The borough is losing money so it is a false economy to not be proactive. Currently it appears that there is little political urgency being attached to the issue. Ngozi will speak to Charlotte. **Action NA**
- 4.7 Providers said it would be very useful if the LA could provide a 'phone line solely for providers to use, rather than having to go through Customer Services. Funding the staffing to staff it could be an issue. Ngozi to consider further. **Action NA**
- 4.8 Schools reported that the scheme had not been discussed at the Headteacher's Conference. Many schools are not taking part and those who are are having to provide admin. support from the school's staffing complement.

5. **Early Years DSG Budget Review**

- 5.1 All EY settings need to understand that they need to participate in both Census returns in October and January as they both inform the financial allocations. £650,000 was lost this year due to lower child numbers. Providers are funded termly although the money is received by the borough annually. If the 3 year old numbers are incorrect further funding could be lost. Settings need to understand that the Census = money.
- 5.2 Schools are generally OK in filling in the Census, although they leave ethnicity and SEN spaces blank. Of the PVI's only 25 (out of 102) submitted the information without being chased.
- 5.3 The details will be able to be inputted directly, which should reduce the margin for error, next time. New guidance is due to be issued.



- 5.4 **Members asked if it was possible to spend the £400,000 in the contingency.** This was not felt to be a good idea, as there would then be no money left for future needs.
- 5.5 Members were unhappy about the £1.3m (from the previous 2 year old funding) which had been given to the HNB, before any consultation had been undertaken. It was **agreed** that this showed a lack of respect for early years provision and providers. The LA will be having to spend from their reserves as they have already spent the £1.33m in the General Fund. Early Years cannot be seen to fail as it is contained with the council's Priority 1, however there was no mention of the above in the financial report to Cabinet on the overspend.
- 5.5.1 A meeting has been scheduled for Monday 25<sup>th</sup> Sept to discuss how this money will be spent. The EFA says that the money is not ring-fenced between the blocks, with the DSG being all one block.
- 5.5.2 The meeting **agreed** that, although this may be the case, people's views should be respected and there should be transparency in the way decisions are made around funding. The EY surplus had been ring fenced and now this has been removed without consultation.
- 5.5.3 It was **agreed** that children should be in settings 1<sup>st</sup> and then assessed for additional needs, rather than being sat at home and going to clinics for assessments.
- 5.6 The borough is going to challenge the EFA on the 2 year old funding. 800 places are funded but because of the population turnover over 1,000 children are funded. £2.8m is provided in the general DSG reserves, but this includes school funding.
- 5.7 Funding will only increase significantly if take-up increases.
- 5.8 The following actions were agreed:
  - To improve the Census data collection
  - To add a clause in provider contracts that they need to complete the Census accurately and that they can be penalised if they do not do so
  - Promote childcare place to families to improve take-up
  - The Quality Team will look at income generating ideas. £75,000 is already a target. It is acknowledged that some PVIs have difficulty in paying for training etc. It is likely that services will become a Traded Offer under the HEP.
  - Data checking used to be shared between the EY and finance teams and was sometimes insufficient. Since November 2016 it has been centralised. Data from Tribal is being used to back-fill Census returns.
  - The impact of the withdrawal of childcare subsidy on the LA maintained settings is being monitored. It is likely that fees will increase.

**11.20am Ngozi Anuforo** left the meeting.

- 5.9 Members asked for details of the occupancy rates and current overspend levels at the maintained nursery settings.

Setting	Occupancy Level	Overspend £
The Triangle	80%	200,000
Stonecroft	91%	negligible
Woodside	60%	60,000
Park Lane **	90%	180,000

\*\* It was noted that it is difficult to get fee paying parents at Park Lane and the setting is highly subsidised. Most children only take up their free entitlement. Salary costs are higher than elsewhere. The setting is likely to be demolished as part of the HDV.

**6. Draft Paper for School Forum**

- 6.1 The next SF meeting is on 19<sup>th</sup> October.
- 6.2 The meeting on Sept 25<sup>th</sup> will need to discuss the draft paper. Ngozi will be asked to produce and circulate it in advance. **Action MM**

- 7. **Date of next meeting:** The next meeting will be held at the PDC on **4<sup>th</sup> October** at 9.15am. The Chair thanked everyone for attending. There being no further business the meeting closed at **11.40am.**

**Signed:**

**Date:**

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## High Needs Block Sub-Committee

Minutes of the meeting held on  
**8th September 2017 10.00am-12.00 noon at The PDC**

### Members

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  
Mike McKenzie: Headteacher Alexandra Park School  
+ Dawn Ferdinand: Headteacher Willow  
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  
Phil di Leo: Governor The Vale (in place of Jean Brown)  
Sarah Hargreaves: Clerk  
+ Denotes absence

### 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 Jean Brown.
- 1.3 Phil di Leo is attending in place of Jean Brown.

### 2. Membership and Vacancies

- 2.1 It was noted that Margaret Sumner had not been a Special Schools Rep. It was **agreed** that her vacancy would be added to the list to go to Schools Forum asking for governors to join a range of groups. (This includes the vacancy created by Marianne McCarthy's resignation). **Action MM**
- 2.2 It was noted that Claire Macdonald is the interim Head of the Tuition Service and should be invited to meetings. **Action Clerk**
- 2.3 It was suggested and **agreed** that Ngozi Anuforo (Commissioning) and Gareth Morgan (Early Help) be invited to join the group. **Action Clerk**
- 2.4 Clive Heaphy, the new S501 Chief Finance Officer, has expressed an interest in attending a meeting. Yoke to invite him. **Action YO'B**

### 3. Minutes of the 9th June 2017

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

### 4. Matters arising from the minutes

- 4.1 Pt 3.4 Riverside school now caters for 11-19's not 16's as previously. This is now listed on EduBase and so is official. Community work will be undertaken in the Learning Centre which will open in May 2018. Yrs 12 & 13 are currently being accommodated within the Riverside building. The plans for the physical school changes will be going to the SEN Grants Committee. The provision will be local and more cost effective than that provided by Ambitious. Yoke will

check the ESFA funding for the post 16 element. There are currently 4 pupils, possibly rising to 5 after May 2018. **Action YO'B**

- 4.2 Pt 4.10 The High Needs Block funding is under considerable pressure. The grant comes from central government grants. London Councils have written to the Secretary of State to say that there are insufficient funds in the HNB across London.
- 4.2.1 £300,000 will be transferred out of the HNB to fund hospital provision. Yoke will check whether this will be staying within the LA budgets or moving to the NHS. **Action YO'B**
- 4.3 Pt 5 The changes to the SEN contingency was agreed by Schools Forum. There will be an overall saving of around £15,000 this year.
- 4.4 **10.20am Will Wawn** joined the meeting.
- 4.5 Pt 8.1 Martin will be still to speak to Tony Hartney. It will be an opportunity to update him on the joint EY/HNB issues before the next SF meeting. There is a need to agree where the highest SEN need is and therefore where the money should be spent. **Action MD**

### 5. Survey Monkey: services to support inclusion

- 5.1 This has been sent out to the group as a trial.
- 5.2 Members wondered if it evaluated the effectiveness of the financial spend as much as looking at the possible efficiencies in service delivery which should be clear from the survey.
- 5.3 More details on:
  - Why it is being sent out
  - To whom is it being sent
  - What is being asked
  - When feedback will be provided
  - The type of institution (eg EY, school , college rather than the name)
 are required, it was felt. Further comments to Vikki within the week. **Action All**
- 5.4 It was **agreed** to add RNIB to the list of services being evaluated. **Action VM-M**

### 6. HNB Budget – actions to date

- 6.1 E41241 – Language Support Team: Social/communication expenditure will now be spent more on strategic support in the school and not just those with an ASD diagnosis.
- 6.2 E41246 – Portage.
- 6.3 E41248 – transport. The LA is now paying for £275,000 of costs.
- 6.4 E41285 – top-ups. The Grove and Tuition costs are be funded from here.
- 6.5 E41287 – SEN Contingency, there is a projected underspend due to the changes.
- 6.6 The net in-year movement is £440,000, which is an improvement. There are likely to be further changes as pupils move between settings.
- 6.7 Joint funding is being received from adult social care. Yoke will check the figures **Action YO'B**
- 6.8 Simmons House; re-charges will be made for non north London group places and education places. Action ER/JP

### 7. Grove School Update

- 7.1 There will be temporary accommodation found for services from September 2018 with GS moving to the PDC from Sept 2019.

### 8. Local Offer Update

- 8.1 The website has been re-designed and looks good. Flyers and posters will be produced. There will be a parent's event in October.

### 9. HNB Strategy Paper

- 9.1 E42186 – Higher Education top-up.

- 9.2 There are around 150 new EHCPs assessments undertaken each year. 300 are requested of which around 53% are rejected (which is high compared to other boroughs, other boroughs have a lower request rate). Schools are informed that they should be able to cope.
- 9.2.1 The management of pre-EHCP care needs to be carefully followed and costed.
- 9.3 Some plans end as the young people move out of education and into training.
- 9.4 Around 300 young people over 16 years received funding (at £8,300 each). Ending some of these commitments will become an increasing priority as children meet their outcomes.

**11am Melian Mansfield** left the meeting.

- 9.5 People continue to stay in education places, even though these are not necessarily the best place for them. The challenge is to still be able to meet their needs elsewhere. This needs to be raised in the Adult Provision Review, so that it is clear where the pressures on services and budgets are. **Action VM-M**
- 9.5.1 It is possible that the overall provision may remain the same; just funded and monitored from elsewhere.
- 9.6 Plans need to be fully costed out so that parents and funding agencies know the real cost of provision and which elements should be funded from HNB and which from elsewhere.
- 9.8 Yoke reported that a survey is about to be completed for HM Treasury on what is being spent and on what and what the pressures continue to be. She will report back. **Action JO'B**
- 9.9 It was noted that whilst Early Help is statutory, the funding does not have to come out of the HNB grant. Also the amount of funding is not pre-specified.
- 9.10 Some external contracts will be reviewed. The Therapy review is starting, including therapy spent for children in out-borough schools.
- 9.11 Simmonds House will need to re-coup money from its placements.
- 9.12 The ethos of how children and their learning outcomes will be met needs to be agreed and will be included in the joint paper looking at the review of EY and HNB. **Action VM-M, Ngozi Anuforo**
- 9.12 The HNB funding this year is £33.4m and next year will be £35.2m. **Members asked for details of any extra costs this increase is likely to have to cover.** **Action YO'B**
- 9.12.1 Place funding for Heartlands, Mulberry and West Green will be moving out of the HNB. The costs of top up's will remain. When Heartlands becomes The Grove it will move back in.
- 9.13 Will and Yoke will meet to go through the figures further. **Action WW, YO'B**

## 10. AOB

- 10.1 The government response to the Stage 2 consultation is due later in September.
- 10.2 It was clarified that there is, in fact, a statutory duty around 2 year old provision.
- 10.3 The Octagon: the top-up per pupil is £13,362 (58 pupils accounts for £775,000). Over the next 2 years this will reduce to £721,551 (54 pupils). TBAP have suggested their costs may rise between 4% (£75,000 pa) or 10% (£793,000 pa).
- 10.3.1 As the schools pay the Octagon the question is should they be paying the LA instead, especially if the number of places is being cut?
- 10.3.2 Deborah reported that the Octagon is sending pupils back to their school as they say they are "too hard" to deal with.
- 10.3.3 Deborah and Charlotte Pomeroy are meeting with TBAP today and will report back. **Action DT**
- 10.4 It has been **agreed** to hold another joint HNB/EY meeting on Sept 25<sup>th</sup> at 1.30-3.30pm to look at some common issues. The attendance for this meeting is still to be considered.

**11. 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 **10th November**. There being no further business the meeting ended at **12 noon**.

Signed

Date

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**Agenda Item  
10**



**Report Status**

For information/ note   
 For consultation & views   
 For decision

**Report to Haringey Schools Forum – 19<sup>th</sup> October 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**

November 2017

- Schools National Funding Formula 2018-19
- Central Schools Services Block
- Haringey Education Partnership
- School Financial Value Standards

December 2017

- Dedicated School Budget Strategy 2018-19
- Central Schools Services Block
- Early Years Block
- High Needs Block
- 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

January 2018

- Update on Dedicated Schools Budget Strategy 2018-19
- Schools National Funding Formula 2018-19
- Growth Fund
- Early Years block
- High Needs Block
- 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 Restructure Scrutiny Panel
- 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 2019-20
- Update from working parties