



NOTICE OF MEETING

Haringey Schools Forum

THURSDAY, 24TH JUNE, 2021 AT 16.00 HRS ON ZOOM.

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 MEETING OF 25 FEBRUARY 2021 (PAGES 1 - 10)

5. MATTERS ARISING

6. FORUM MEMBERSHIP AND TERMS OF REFERENCE (PAGES 11 - 28)

To review the membership of the Forum.

7. DEDICATED SCHOOLS GRANT 2020-21 PROVISIONAL OUTTURN AND FINANCE UPDATE (PAGES 29 - 36)

8. UPDATES FROM WORKING PARTIES (PAGES 37 - 44)

A. EARLY YEARS

B. HIGH NEEDS

9. PROPOSED MEETING DATES FOR 2021-22 (PAGES 45 - 46)

THURSDAY 14 OCTOBER 4PM
THURSDAY 13 JANUARY 4PM
THURSDAY 24 FEBRUARY 4PM
THURSDAY 14 JULY 4PM

10. ANY OTHER URGENT BUSINESS

11. DATES OF NEXT MEETING

THURSDAY 14 OCTOBER 2021 at 4pm

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 25 FEBRUARY 2021 AT 4pm**

School Members		
Headteachers		
Special (1)	Martin Doyle (Riverside)	
Nursery Schools (1)	Peter Catling (Woodlands Park)	
Primary (7)	Mary Gardiner (West Green)	*Michelle Randles
	(A)Stephen McNicholas (St John Vianney)	Paul Murphy (Lancasterian)
	Emma Murray (Seven Sisters)	Linda Sarr (Risley Avenue)
	Will Wawn (Bounds Green)	
Secondary (2)	Andy Webster (Park View)	Tony Hartney (Gladesmore)
Primary Academy (1)	(A) Simon Knowles (LDBS Academies Trust)	
Secondary Academies (2)	Vacancy	Michael McKenzie (Alexandra Park)
Alternative Provision (1)	Gerry Robinson	
Governors		
Special (1)	Jean Brown (The Vale)	
Nursery Centres (1)	Melian Mansfield (Pembury)	
Primary (7)	Laura Butterfield (Coldfall)	
	*Hannah D'Aguiar (Chestnuts Primary)	John Keever (Seven Sisters)
	*Jenny Thomas (Lordship Lane)	Julie Davies (Tiverton)
	Dan Salem (Muswell Hill Primary)	Vacancy
Secondary (2)	*Laurence Penn (Highgate Wood)	Vacancy
	Sylvia Dobie (Park View)	
Primary Academy (1)	Vacancy	
Secondary Academies (3)	*Noreen Graham (Woodside)	Vacancy
Non-School Members		
Non-Executive Councillor	Cllr Daniel Stone	
Trade Union Representative	*Paul Renny	
Professional Association Representative	*Ed Harlow	
Faith Schools	*Geraldine Gallagher	
14-19 Partnership	*Kurt Hintz	
Early Years Providers	Susan Tudor-Hart	
Observers		
None		
Cabinet Member for CYPs	Cllr Amin	
Also Attending		
LBH Director of Children's Services	Ann Graham	
Chief Executive of Haringey Education Partnership (HEP)	James Page	
LBH Assistant Director, Schools & Learning	Eveleen Riordan	
LBH Assistant Director, Finance	Thomas Skeen	
Interim LBH Head of SEN & Disability	(A)Nathan Jones	
LBH Head of Strategic Commissioning, Early Help & Culture	Ngozi Anuforo	
LBH Assistant Director Commissioning	*Charlotte Pomery	
LBH Head of Early Help & Prevention	(A) Martin Clement	
LBH Head of Finance & Business Partners	Brian Smith	
LBH Finance Business Partner (Schools & Learning)	Muhammad Ali	
LBH Service Improvement & Children's Services	*Karen Oellermann	
LBH Principal Accountant DSG	Kristian Bugnosen	
Lead for Governor Services (HEP)/Clerk (Minutes)	Neetha Atukorale	
LBH Asst Director Early Years Help and SEND	Ann Marie Dodds	
LBH Head of Admissions and School Organisation	Carlo Kodsí	

(A) = Apologies given

* = Asterisk denotes absence

ITEM NO.	SUBJECT / DECISION	ACTION ASSIGNED TO
1.	CHAIR'S WELCOME	
1.11.2	The Chair welcomed all members present to the meeting.	
2.	APOLOGIES, SUBSTITUTE MEMBERS AND OBSERVERS	
2.1	<p>Apologies had been received from Martin Clement, Zina Etheridge and Stephen McNicholas. There were no substitute members or observers present.</p> <p>New governor representatives Following the recent letter circulated by the HEP on behalf of the Haringey Governors Association requesting governor representatives two applications for nomination were received by:</p> <ul style="list-style-type: none"> • Dan Salem as Primary Governor representative • Laurence Penn as Secondary Governor representative <p>No other applications were received so were successfully appointed as members onto the forum.</p> <p>The Chair welcomed Dan Salem to the meeting. <i>The Clerk received retrospective apologies from Laurence Penn who was unable to access the meeting due to IT issues.</i></p>	
3	DECLARATIONS OF INTEREST	
3.1	None were made	
4	MINUTES OF THE MEETING ON 14 JANUARY 2021	
	<p>Amendments: Item 7.6: Correction suggested by John Keever Delete : "stack stopping of the investment has taken place with regards to budgets" Replace with : "work has taken place to ensure that .."</p> <p>Item 7.11: Delete GP Replace with : CP <i>(The amendments below were sent in advance by email by Will Wawn and agreed by members at the meeting)</i></p> <p>Item 8.3.4: All school members could vote on the first 5 recommendations, but only maintained school members could vote on 6th recommendation relating to de-delegation.</p> <p>Item 8.3.5: Members voted on each recommendation as below by indicating thumbs up as a reaction in zoom. It was agreed all the recommendations would be voted by all school members and the last recommendation would be voted separately by maintained school members.</p> <p>Item 12 – Delete "CP confirmed that the Leader of the Council had written to the government and the LA had been lobbying to ensure settings stay open" and replace with : "The council had written to the government and requested clarification on the disparity between funding for early years settings and reception settings in primary schools".</p>	
5	MATTERS ARISING	
5.1	Item 9 – Report on Growth Fund Underspend for the Financial Year	

5.2	<p>2020-21. Will Wawn explained that the report that was tabled at item 9 includes the growth fund for 2021-22 but does not include a report on the growth fund underspend for the financial year 2020-2021 which was an agreed action (Item 4.2) from the last forum meeting. He highlighted that it was important to have information on the growth fund underspend for 2020-21 to ensure that this is not absorbed into the overall DSG deficit for the fiscal year.</p> <p>BS confirmed that a report will be tabled at the June meeting. ACTION : BS/KB/MA/TS</p> <p>Item 6 –Melian Mansfield reported that a letter had been circulated to all Chairs of Governors and two governors had come forward for nomination as reported at the beginning of the meeting. The forum currently has two vacancies for a Primary Academy Governor representative and a Secondary Academy Governor representative. A letter will be circulated to all Chairs of Governors of Academy Schools via the Clerk. ACTION NA Clerk</p>	BS/KB/MA/TS
5.3	<p>Item 11.1 – One member asked why the Scrutiny Panel restructure report was not included on the agenda today. ER explained that it had been agreed by the pre-meeting group that this item would be deferred to the meeting in June.</p> <p>ACTION : ER</p>	ER
5.4	<p>Item 12.8 – Following on from the statement in the minutes that Social Care officers did not always attend meetings for older pupils –one member asked about the action that had been taken to address this.</p> <p>AMD confirmed that work is being done with the social care team to ensure that they attended the meetings and it was followed up if they did not attend for unforeseen circumstances. AG emphasised that social care officers did attend meetings.</p>	NA
6	<p>ORDER OF AGENDA</p>	
6.1	<p>The Chair brought forward the update from the High Needs Block group and letter as AG needed to leave the meeting early due to the LA Ofsted inspection.</p>	
7	<p>LETTER AND UPDATE FROM HIGH NEEDS BLOCK WORKING PARTY</p>	
7.1	<p>MD reported that the working party met on 12th February. It was the last meeting attended by NJ before he left Haringey Council.</p> <p><i>16.20pm – Cllr Amin arrived at this point</i></p>	
7.2	<p>MD reported that considerable discussion had taken place about Early Help other areas discussed were: Deficit recovery, banding recovering, SEN provision in Haringey and the transfer of funds from the High Needs Block to Early Help. He explained that this a historical arrangement where £1.3 million is transferred from the High Needs Block to Early Help. This was initiated approximately 15 years ago to ensure struggling families received funding that the Early Help did not have at the time. Although the transfer amount had reduced from £2 million to £1.3 million.</p>	
7.3	<p>The working party had carried out research which indicated that Early Help should not be funded by the High Needs block. A pan London consultation regarding the High Needs block had listed what should and should not be funded. Early Help had not been included. MD sent the Chair a letter based on this research which was circulated with the minutes.</p>	

<p>7.4</p> <p>7.5</p> <p>7.6</p> <p>7.7</p> <p>7.8</p> <p>7.9</p> <p>7.10</p>	<p>If this transfer had not taken place during the last 7-8 years, the High Needs Block would not be in deficit. Although, the working party recognised that funds are needed for Early help, the working party requests that Schools Forum notes the reason for the High Needs Block deficit and is concerned about the high amount of transfer funds. The working party also does not want to deprive Early Help of funds, however a clear rationale for this at a strategic level was requested.</p> <p>AG confirmed that the transfer was set up 15 years ago in response to a tragic incident in Haringey. She highlighted that a review of the transfer amount had taken place and the amount had been reduced. She explained that the Early Help work had moved forward with a new operating model and an Early Help panel. There is further work planned with locality support closer to schools, the transfer funding is a contribution towards this. She reported that there will be some new appointments as Mary Jarrett will be replacing Nathan Jones. A permanent replacement has been found for Ann-Marie Dodds and Martin Clement will be leaving Haringey Council to take up another post. AG made it clear that she wanted to give the new appointees some time before a review takes place. Although, a review will take place and be reported in the future. ACTION AG</p> <p>One member highlighted that it was important to know the officers who are in post, their responsibilities and the decision making bodies as this isn't clear.</p> <p>One member explained that Early Help was introduced as a government initiative, so it was quite possible other authorities fund Early Help in different ways and this should be explored.</p> <p>The Chair emphasised the importance of a thorough review that is carried out correctly at the right point.</p> <p>One member clarified that before funding methodology was split into the funding blocks of HNB, Early Years, Schools and CSSB. Schools Forum previously voted on central retention until it got rolled into CSSB. So there are funds of £350K from the schools block in the CSSB and other authorities fund Early Help in this way.</p> <p>One member commented that considerable funding goes into Early Help and yet there was little engagement with Special Schools. She also raised concerns that schools don't share funds for pupils who go into alternative provision.</p> <p><i>5.40pm - AG left the meeting at this point.</i></p>	<p>AG</p>
<p>8</p>	<p>DEDICATED SCHOOLS GRANT 2020-21 & DEFICIT RECOVERY PLAN</p>	
<p>8.1</p>	<p>KB presented the report was circulated in advance of the meeting and was tabled for information. The purpose of the report was to provide an update on:</p> <ul style="list-style-type: none"> • The 2020-21 Financial position at period 9 • The Deficit Recovery Plan <p>The recommendations of the report were as below:</p> <ul style="list-style-type: none"> • School forum to note the progress of the Deficit Recovery Plan • School forum to recognise that the Deficit Recovery cannot be self-contained within the High Needs Block and SEND sector and a cultural shift in the Borough should be considered as necessary to instigate meaningful change 	

	<ul style="list-style-type: none"> To produce for next forum a more statistic led report detailing current SEND climate, at the conclusion of the current stage of intelligence and data gathering to be led by the key decision makers 	
8.2	<p>KB highlighted that a report on the High Needs Block will be provided at the next meeting in June. ACTION KB/BS/MA/TS</p>	KB/BS/MA/TS
8.3	<p>The introduction gives an overview of updates from the DfE. There hasn't been any confirmation from the DfE however it has been indicated that consultations may take place in Spring 2021 about the introduction of the hard funding formula with the second phase in Spring 2022.</p>	
8.4	<p>The paper was produced prior to when school budgets were confirmed. Schools have since been informed of budgets.</p>	
8.5	<p>KB highlighted Table A which gives a breakdown of the Haringey DSG Out-turn for Period 9. This indicates a cumulative in-year deficit projected of £6.5 million mainly for the High Needs block which added to the deficit from previous year of £10 million brings a total deficit of £16.5 million. In view of this a deficit recovery plan will be needed.</p>	
8.6	<p>The report also gives an outline of the steps the DfE will be taking and a section that benchmarks Haringey across other LAs. The data suggests that other LAs also have large deficits mainly due to High Needs block deficits and with one LA reporting a deficit of £20 million.</p>	
8.7	<p>KB explained that the report was a finance led paper other teams had also put a lot of work into providing the data.</p>	
8.8	<p>One member asked if the deficits referenced in the LMS exchange tables were in year or total deficits. KB confirmed that the tables referred to in-year deficits.</p>	
8.9	<p>Another member commented that it is very helpful to see comparative data. He also thanked AG for her work and support and felt confident about the future.</p>	
8.10	<p>The Chair commented that it is helpful to have comparative data and thanked KB for the report.</p>	
8.11	<p>One member asked if there is a timescale for deficit recovery. KB confirmed that it was difficult to commit to a timescale as there are new SEN officers, however he commented that is likely to take a few years to resolve.</p>	
8.12	<p>One member emphasised that this needed to be accelerated as there is just one Schools Forum Meeting scheduled for the academic year in June and there needs to be a strategy around this.</p>	
8.13	<p>Anne-Marie Dodds reassured members that work is being carried on SEN support, ensuring that children are being provided with support, development of the local offer, work on benchmarking, in and out of provision is all taking place, the use of alternative provision and the access to therapies. She suggested that going</p>	

<p>8.14</p> <p>8.15</p>	<p>forward some assurance will need to be provided that the actions taking place will have an impact.</p> <p>One member commented that the tables were useful but there was an X marked against the number of Haringey Schools if deficit.</p> <p>KB understood that there are two schools in deficit.</p> <p>MA confirmed that a report on schools with a licensed deficit will be confirmed at the June meeting. ACTION KB/MA/TS/BS</p> <p>BS reiterated that it is recognised as a national issue and the High Needs Block did receive an additional £3.4million in funding last year which is much higher than the inflation rate with a 9.5% increase.</p>	<p>KB/MA/TS/BS</p>
<p>9</p>	<p>EARLY YEARS BLOCK UPDATE 2021-22</p>	
<p>9.1</p> <p>9.2</p> <p>9.3</p> <p>9.4</p> <p>9.5</p>	<p>NA presented the report. The recommendations included in the report were:</p> <ol style="list-style-type: none"> 1. That Schools Forum notes the indicative funding for the Early Years Block in 2021-22. 2. That Schools Forum agrees the proposed allocation of the Early Years Block towards the funding rate for 2021-22 as set out in this report. 3. That Schools Forum notes and agrees the proposed budget allocation for centrally retained funds as set out in this report. <p>NA confirmed that there has been an increase in funding to 8p an hour for the 2 year old entitlement and, for the vast majority of areas, by 6p an hour for the 3 and 4 year old entitlements. The DfE have indicated that this is to reflect the increase to the London living wage.</p> <p>NA highlighted that the principles haven't changed in terms of the Early years block and the LA is still required to pass-through 95% of their 3 and-4-year-old funding from the government to early years providers.</p> <p>She reported that the elements and the structure of inclusion funding had not changed. However there has been an increase in the block allocation of funding for the year 3 and 4 Universal Free Entitlement.</p> <p>NA highlighted Table 1 in the report and commented on each funding stream as below:</p> <p>Table 1 - Funding Stream 2021-22 Indicative Allocation £m</p> <ul style="list-style-type: none"> • 3 & 4 Year Old Universal Free Entitlement (15hr) £12, 886,855 <p>There has been an increase this rate from the previous year however there has been a slight drop in the number of pupils taking the universal 15 hours based on pupil numbers from the last census in January 2020. This has been mitigated as the funded rate has increased.</p> <ul style="list-style-type: none"> • 2 Year old Offer £2,432,749 <p>There has been an increase in the funded 2 year old programme as well as an increase in the funded rate.</p> <ul style="list-style-type: none"> • Early Years Pupil Premium £119,632 <p>There been a slight uplift to the allocation for early years pupil premium. Considerable work has taken place with parents to claim for pupil premium.</p>	

	<ul style="list-style-type: none"> • Disability Access Fund £71,340 SEND Teams have done a lot of work to increase the take up of disability access funding. • Maintained Nursery Schools £1,216,623 The amount has remained the same. • Total £21,036,306 Overall Overall the block has increased but there are variations in the take up. <p>NA gave an overview of Appendix A that was circulated with the report.</p>													
9.6	<p>Appendix A – Provisional Early Years Funding Breakdown 2021-22 The breakdown includes:</p> <ul style="list-style-type: none"> • The impact of the changes in the calculation of a proposed new funding base rate for 3- and 4-year olds from £5.07 to £5.13 per hour. The two-year olds funding rate increases from £5.74 to £5.82. These new rates will be applied from April 2021 • The deduction of £0.38 for the deprivation supplement and any other supplements used to support the quality of education for pupils. • The proposed 5% centrally retained apportionment for 2021-22 to remain the same as 2020-21 as below: 													
9.7	<table border="1"> <thead> <tr> <th>Elements</th> <th>Proposed £</th> </tr> </thead> <tbody> <tr> <td>EY Commissioning Sufficiency and Funding Administration</td> <td>£320,000</td> </tr> <tr> <td>EY Quality Statutory Moderation and Advisory Service</td> <td>£471,310</td> </tr> <tr> <td>Corporate Overheads</td> <td>£19,000</td> </tr> <tr> <td>TU Representation</td> <td>£18,000</td> </tr> <tr> <td>Total</td> <td>£828,310</td> </tr> </tbody> </table>	Elements	Proposed £	EY Commissioning Sufficiency and Funding Administration	£320,000	EY Quality Statutory Moderation and Advisory Service	£471,310	Corporate Overheads	£19,000	TU Representation	£18,000	Total	£828,310	
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Total	£828,310													
9.8	<p>Questions from members followed as below: One member explained that the indicative allocation is for 2021-22 which was released prior to December and DfE will reviews this from August to September based census counts. As pupil numbers are expected to reduce and the totality of the block is likely to reduce – he questioned what the implications will be on the cap on central retention.</p>													
9.9	<p>He also questioned if the increase of the 2 year olds and 3 and 4 year olds passed to the base rate or will it be held back for deprivation.</p> <p>NA responded by stating that the team are aware of the inherent risk of the reductions in numbers and a significant clawback. Conversations have been taking place with the DfE, it has been made clear that the Spring Term has not been a normal term. She explained that the DfE appear to be gathering information on census data and where LAs have seen a significant gap in the Spring Term a bid for exceptional funding may be possible. The amount for deprivation has remained the same. She explained that she has raised this risk with her team.</p>													

<p>9.10</p>	<p>The increases that have taken place have been on the base rate, which is where the core costs are covered. So where possible stability needs to come from the base rate. The deprivation rate should be a contribution for children.</p> <p>One member highlighted that the funding for the maintained nursery schools is likely to be conditional so long term funding nationally appears very fragile. It is clear that a long term solution and funding formula is required. It will be very difficult for budgets to be set for the financial year. He requested that this is reviewed again at the June meeting. ACTION NA</p> <p>NA explained that the DfE have officially confirmed the importance of nursery settings, however there isn't clarity on funding. There should be more information in the Summer Term. She highlighted that this is a national issue.</p> <p>One member highlighted that there has been a national campaign for about 5 years as settings have been under funded for a long time. She also raised concerns that early years settings have remained open throughout the pandemic without being able to apply additional funding, whereas funding was available to schools.</p> <p>She requested clarification on sustainability funding and supplementary funding. She also asked what would happen in the event of an underspend and if funds would be passed over.</p> <p>NA responded by stating that there could be a change in funding later in the year. In terms of the underspend DfE guidance was that this should be retained. She acknowledged that this would be difficult to predict as there may be a reduction in pupil numbers. An indication is likely to be available in the Summer Term.</p> <p>A vote was taken on the proposal indicated on the report to agree :</p> <ul style="list-style-type: none"> • The proposed allocation of the Early Years Block towards the funding rate for 2021-22 as set out in the report • The proposed budget allocation for centrally retained funds as set out in this report <p>The votes cast for the proposals above were: 13 votes in favour No votes against This was agreed unanimously</p>	<p>NA</p>
<p>10</p>	<p>GROWTH FUND UPDATE</p>	
<p>10.1</p>	<p>The report which had been circulated to members was tabled for information.</p> <p>CK presented the report and explained that the report is an annual report with any unspent Growth Fund to be carried forward and added to the formula allocations for the following financial year.</p>	
<p>10.2</p>	<p>He explained that the main bulk of places are for year 7. The bulge classes are popular with schools. A bulge class has been put in place for the Tiverton amalgamation.</p>	
<p>10.2</p>	<p>One member requested clarification on the figures in the report as the report indicated an allocation of £932,000 whereas the table indicated £992,000.</p>	

	CK clarified that the allocation of £932,000 was for 2020-21 whereas the table indicated allocations for 2021-22.	
10.3	One member requested that a report is brought to the June meeting on the actual demand for the 2021-22 spend. ACTION BS/KB/MA/TS	BS/KB/MA/TS
10.4	One member explained that the table at the bottom of the report showed oversized KS1 class which was incorrect. CK explained the table showed indicative funding for modelling.	
11	WORKPLAN 2020-21	
	The workplan had been circulated with the other papers for the meeting. One member requested clarification on the membership item. The Clerk explained that this referred to an annual report for membership based on the census data which will be presented to the forum at the June meeting. ACTION Clerk - NA	Clerk - NA
12	UPDATES FROM WORKING PARTIES	
	As the High Needs Block Working Party had already given an update a brief update from the Early Years working party was given below by MM. Early Years It was reported that the paper that was already discussed at item 9 was reviewed by the group. The census data had been discussed, concerns had been raised about the unstable position.	
13	PROTOCOL FOR OBSERVERS	
	The Clerk asked members if a protocol for observers was needed in view of two observers attending the last meeting at very short notice. The Chair confirmed that a protocol would be required. WW confirmed that other LAs do have a one page protocol and he would endeavour to obtain a sample. ACTION Clerk	Clerk
14.	ANY OTHER URGENT BUSINESS None	
15.	DATE OF FUTURE MEETINGS • 24 June 2021	

There being no further business the Meeting closed at 5.40pm

SUMMARY OF ACTIONS

ITEM	ACTION	FOLLOW UP
4.2	Produce report on the underspend for the growth fund for 2020-21 to be tabled at the meeting on Thursday 24 June.	KB/MA/TS
5.2	Circulate a letter on behalf of the Haringey Governors Association to all Chairs of Governors of Academy Schools requesting governors to come forward for nomination.	NA - Clerk
5.3	Produce a report on the Scrutiny Panel Restructure for the June meeting	ER
7.5	Review and report on the transfer from the HNB to Early Help	AG
8.2	Report on schools with a licensed deficit	KB/MA/TS/BS
8.15	Report on HNB funding	KB/MA/TS/BS
9.10	Update on Early Years block funding	NA
10.3	Report on the actual demand for the 2021-22 spend	KB/MA/TS/BS
11	Report on annual membership based on census data	NA-Clerk
13	Produce a one page protocol on the attendance of observers	NA -Clerk



Agenda Item

Report Status

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

The Children and Young People's Service

Report to Haringey Schools Forum - 24 June 2021

Report Title: Schools Forum Membership and Terms of Reference
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Authors: Neetha Atukorale, Clerk to the Forum
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Email: Neetha.Atukorale@haringeyeducationpartnership.co.uk
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Purpose: To review the membership and Terms of Reference of the Forum.

Recommendations:

- | |
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| <ol style="list-style-type: none"> 1. Retain the current membership allocation of the Forum pending the implementation of National Funding Formula. 2. To agree the revised Terms of Reference for Schools forum with the updated membership allocation to include a place for an additional Management Committee Member from the Alternative Provision and a protocol for observers |
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Report

1. Membership

- 1.1 At the June 2020 Schools Forum Meeting the Forum's membership was agreed until July 2021.
- 1.2 There is still a requirement for the annual review of the number of pupils to ensure that school members from primary schools, secondary schools and academies are broadly proportionately represented on schools forum, based on the total number of pupils registered attending them.
- 1.3 Although there has been a reduction of pupils on roll since the last review of the allocation of forum membership in June 2020 based on the January 2020 census data, the decline has not had any significant impact the proposed proportional allocation of places based on the January 2021 census data.
- 1.4 The attached Appendix A sets out the number and proportion of pupils in attendance across the school settings and phases. This indicates that in accordance with the January 2021 census data a total of **38,062** were on roll in Haringey Schools with **8701** pupils attending secondary academies compared with **6576** pupils attending maintained secondary schools. The primary phase shows that **3133** pupils attend primary academies compared with **18,597** pupils attending maintained primary maintained schools. In terms of the representatives from secondary schools headteacher places retaining the current split of two places to academies and two for maintained secondary schools is broadly in proportion with the number of pupils attending each category. Similarly, the number of primary headteacher places on the Forum should remain unchanged at seven places for primary maintained schools and one place for a primary academy representative. The recommendation is to also keep the same number of governor places for the secondary and primary sectors at three for secondary academies, two for maintained secondary, seven for maintained primary and one from academy primary.
- 1.5 Although, historically it has proven difficult to fill governor positions. This year one primary governor place was filled and one secondary governor place was filled. The current vacancies for governor places are one maintained primary, one maintained secondary, two secondary academy and one primary academy vacancies. The Haringey Governors Association will continue to actively fill these vacancies.
- 1.6 This report proposes that Early Years membership remains the same with one Headteacher place and one governor place.
- 1.7 In addition, this report proposes that an additional Alternative Provision Management Committee Member is added to the membership of the forum

to ensure both staff and Management Committee membership on the forum. The revised Terms of Reference are attached at Appendix B.

2 Terms of reference – proposed amendments

- 2.1 The current terms of reference for Schools Forum can be found on the Haringey Council website [here](#).
- 2.2 The current membership of the forum is not reflected in the Terms of Reference and some membership positions are no longer relevant. In addition, at the last forum meeting it was agreed that a protocol for observers needs to be in place. A revised draft has been attached at Appendix B to include the breakdown of membership, updated positions and also a protocol for observers. A summary of the proposed amendments is below.

Item paragraph number	Current text	Suggested amendment
1.1	Background text	Delete
1.3	Background text	Delete
2.2 d page	d) Representatives of Pupil referral units: known in Haringey as Pupil Support Centre	d) Representatives Haringey Learning Partnership
2.7 Membership summary	Children’s centre staff	Remove from membership
	Children’s centre governor	Remove from membership
		Add Nursery School staff member
		Add Nursery centre governor member
	Pupil Referral Unit – Head of Pupil Support Centre	Replace with - Haringey Learning Partnership – Executive Headteacher
	27 – Sub-total members %	Add Haringey Learning Partnership – Management Committee Member
		Sub total school member places has reduced from 27 to 26
	Academy places 4	Additional places added as below to bring total number of academy places to 8:
		1 Academy school members – Primary
		3 Academy school members - Secondary
		1 Academy governor members

	Total number of membership 36	– Primary 3 Academy governor members - Secondary Total membership 42
Members of the Public 4.1.4	Does not include a protocol for members of the public/observers	Addition to cover protocol for observers that states: <i>Members of the public wishing to attend a forum meeting must email the Clerk at least 24 hours in advance of the meeting date. During meetings members of the public are required to state any declarations of interest at the beginning of the meeting. Members of the public do not have the rights to either speak or vote on Forum matters.</i>
8.1.4	Does not include the declaration of interests of observers or members of the public	Addition to cover the declaration of interests for observers and members of the public: <i>8.1.4 Members of the Forum and observers including members of the public are required to declare an interest in and withdraw from the meeting for any relevant matter under consideration in which they have a direct pecuniary interest. Each Agenda will remind members, observers and members of the public of their obligation to declare interests on items proposed on it.</i>

2.3 This report proposes that the Terms of Reference for Schools Forum are updated as outlined above and show in the attached Appendix B.

3. Future of the Forum

3.1 The operational guide from the ESFA issued in December 2018 confirmed that local authorities will continue to determine local formulas in 2020 to 2021. Therefore, there remains a continuing role for schools' forums. However, when the 'hard formula' does come in 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.

Phase	School Name	Total
Nursery schools 1 x Headteacher place 1 x Governor place	Pembury House Nursery School and Children's Centre	144
	Woodlands Park Nursery School & Children's Centre	141
	Rowland Hill Nursery School	140
	Total	425
Alternative provision 1 x Headteacher place	Haringey Tuition Service	126
	Total	126
Primary schools	Alexandra Primary School	388
	Belmont Infant School	216
	Belmont Junior School	222
	Bounds Green Infant School	322
	Bounds Green Junior School	297
	Bruce Grove Primary School	355
	Campsbourne Infant School	205
	Campsbourne Junior School	217
	Chestnuts Primary School	441
	Coldfall Primary	666
	Coleridge Primary	876
	Crowland Primary School	400
	Earlham Primary School	286
	Earlsmead Primary School	438
	Ferry Lane Primary School	149
	Highgate Primary School	464
	Lancasterian Primary School	404
	Lea Valley Primary School	419
	Lordship Lane Primary School	583
	Muswell Hill Primary School	420
	North Haringay Primary School	442
	Our Lady of Muswell Catholic Primary School	402
	Rhodes Avenue Primary	701
	Risley Avenue Primary School	557
	Rokesly Infant School	295
	Rokesly Junior	329
Seven Sisters Primary	307	

	South Harringay Junior School	200
	South Harringay Infant School & Nursery	198
	St Aidan's VC Primary School	226
	St Francis de Sales Catholic Infant & Junior School	602
	St Gildas' Catholic Junior School	173
	St Ignatius RC Primary School	369
	St James C of E Primary	244
	St John Vianney Catholic Primary	226
	St Martin of Porres RC Primary School	182
	St Mary's CE Primary School	526
	St Marys Priory Catholic Junior School	218
	St Mary's RC Infant School	176
	St Michael's CE Primary School	149
	St Michael's Primary - N6	443
	St Paul's Catholic Primary School	190
	St Peter In Chains RC Infant School	75
	Stroud Green Primary	357
	Tetherdown Primary	413
	The Devonshire Hill Nursery & Primary School	385
	The Mulberry Primary School	641
	The Willow Primary School	480
	Tiverton Primary School	359
	Welbourne Primary	545
	West Green Primary School	196
	Weston Park Primary School	223
	Total	18597
Special schools	Riverside School	139
	The Brook Special School	121
	Vale School	112
	The Grove	92
	Blanche Nevile	60
	Total	524
Secondary Schools Maintained	Fortismere School	1824
	Gladesmore Community School	1283

	Highgate Wood School	1565
	Hornsey Girls School	777
	Park View	1127
	Total	6576
Primary Schools - Academy	Brook House Primary School	384
	Eden Primary	193
	Harris Primary Academy Coleraine Park	446
	Harris Primary Academy Philip Lane	436
	Holy Trinity CE Primary School	186
	Noel Park Primary School	563
	St Ann's CE Primary School	185
	St Pauls and All Hallows CE Infant School	112
	St Pauls and All Hallows CE Junior School	150
	Trinity Primary Academy	458
	Total	3113
Secondary schools - Academies	Alexandra Park School	1799
	Duke's Aldridge Academy	1022
	Greig City Academy	1065
	Harris Academy Tottenham	1202
	Heartlands High School	1157
	St Thomas More Catholic School	1279
	Woodside High School	1177
	Total	8701
	Grand total	38062

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Haringey Schools Forum

Part 1 - Constitutional and Procedural Matters

1. Background

1.1 The role of the School Forum is a statutory consultative body in respect of matters relating to the Dedicated Schools Budget (DSB) of an authority. The Schools Forum advises Haringey Council on proposed changes to the formulae they use for determination of schools' budget shares. The Local Authority consults the Schools Forum on matters concerning the funding of schools and on financial matters relating to the Schools Budget.

2. Membership and proceedings of the Forum

2.1. The Haringey Schools Forum consists of 42 members made up of 28 maintained school members, 8 academy members and 6 non-schools members.

2.2. Schools Members are elected to the Forum by the members of the relevant group or Sub-group. Further clarification is set out in "The Schools Forum (England) Regulations 2012. The groups are:-

- a) Representatives of nursery schools;
- b) Representatives of secondary schools;
- c) Representatives of special schools;
- d) Representatives of the Haringey Learning Partnership

2.3 Academy members must be elected to the schools Forum by the governing bodies of the Academies in the Authority's area. If there is only one Academy the governing body of the Academy must select the person who will represent them on the Forum.

2.4 Non School Members must be appointed to the Forum and include:

- a) One or more persons to represent the local authority 14-19 partnership
- b) One or more persons to represent early years providers

2.5 In addition the Local Authority may appoint additional non – schools members to represent the interests of other bodies

2.6 The Executive Member or relevant officer of the Council may not be a member of the Forum as a non-school member.

2.7 The following persons may speak at meetings of the Forum, even though they are not members of the Forum:-

- a) the director of children's services at the authority or their representative;
- (b) the chief finance officer at the authority or their representative;

(c) any elected member of the authority who has primary responsibility for children’s services or education in the authority;

(d) any elected member of the authority who has primary responsibility for the resources of the authority;

(e) any person who is invited by the forum to attend in order to provide financial or technical advice to the forum;

(f) an observer appointed by the Secretary of State; and

(g) any person presenting a paper or other item to the forum that is on the meeting’s agenda, but that person’s right to speak shall be limited to matters related to the item that the person is presenting.

Membership

There will be 42 full members of the Forum, representing the following:

No of places	Representing	Nominating organisation
School members - maintained		
1	Nursery school staff	Haringey Primary, Early Years and Special Heads Association
1	Nursery centre governor	Haringey Governors Association
7	Primary school staff	Haringey Primary, Early Years and Special Heads Association
7	Primary school governor	Haringey Governors Association
4	Secondary school staff	Haringey Secondary Heads Association
4	Secondary school governor	Haringey Governors Association
1	Special school staff	Haringey Primary, Early Years and Special Heads Association
1	Special school governor	Haringey Governors’ Association
1	Alternative provision staff	Management Committee
1	Alternative provision Management committee member	Management Committee
28	Sub-total School Members %	
Non-school members		
1	Haringey Councillor	Haringey Council Cabinet
1	Children’s Service Consultative Committee (Trade Union)	Children’s Service Consultative Committee
1	Teachers’ Professional Associations	Haringey Teachers’ Panel
1	Faith Sector	The Local Authority
1	14-19 Partnership	Haringey 14-19 Partnership Board
1	Early Years Provider	The Local Authority
6	Subtotal non-school members	
Academy members		
1	Academy school members - Primary	Academies in Haringey
3	Academy school members - Secondary	Academies in Haringey
1	Academy governor members - Primary	Association of Haringey Governors
3	Academy governor members - Secondary	Association of Haringey Governors

No of places	Representing	Nominating organisation
8	Subtotal academy school members	
42	Total membership	

Notes:

- School Staff Members must be drawn from schools' senior management teams.
- This Councillor may not be an Executive Member of the Council.
- Early Years Providers are as defined in the School Forum Regulations.
- School Members and Academy Members together must comprise at least 2/3rds of Forum membership

2.8 Notwithstanding any elections to the Forum due to the filling of vacancies, the Forum will be re-elected on a triennial basis. If however, a member of the Forum has been elected to the Forum within the preceding 6 month period, they will remain as a member of the new Forum without the need for formal re-election, unless they are replaced by a decision of the nominating organization. An existing Forum will only be dissolved once the process for re-election has successfully concluded.

2.9 The Clerk will initiate a re-election process by notifying a Forum meeting, no less than 4 months before the Forum's term of office expires, that the re-election process is to take place, and by writing to the nominating organizations subsequently inviting nominations for appointment to the Forum, including a return deadline no later than 3 months from the date of the Forum meeting when the re-election process was notified.

2.10 A successful process will be deemed to have taken place provided that valid nominations are received by the clerk covering at least 4/5 ths of the total membership.

2.11 A newly elected Forum will take office at the start of the meeting following the notification by the Clerk to the nominating organizations that a successful appointment process has taken place. In the event that a successful re-election process has not taken place within 6 months of the notification referred to in 2.3 above, the Clerk will convene an extraordinary meeting of the Forum to consider only the matter of Forum re-election.

2.12 At any meeting convened under paragraph 2.5 above the actions available for decision will be limited to:

- (i) Agreeing an extension to the term of office of the existing Forum to allow a successful re-election to conclude but in any event limited to a period of 2 months without a further extraordinary meeting being held; or
- (ii) Decisions which vary the membership of the Forum, subject to the relevant regulations, which will permit or facilitate the successful conclusion of the Forum re-election.

2.13 Each nominating organization set out in the Table above will be responsible for determining the method by which they elect and/or nominate their representatives, substitutes and for the filling of any vacancies that may arise. The Local Authority can offer guidance to assist with this process.

2.14 Substitute members are acceptable and have the same speaking and voting rights as the member for whom they are substituting. Substitutes can only be made by the nominating organization, and not by the Forum Member, and must qualify for the membership category of the person they are substituting for. Substitute nominations, including standing substitutes, can be

made at any time; however, the Clerk must be notified by the nominating organization of substitutions with at least 3 working days notice before any meeting, in order that attendance and voting rights are given.

2.15 Each nominating organization must notify the Clerk in writing of the method by which they have chosen to elect their representatives and of any subsequent changes to this process. Any differing approaches to fill, for example, a single vacancy, must be separately identified. The authority will consider whether the process notified constitutes a 'fair process' in the spirit of the work of the Forum and will notify any organization if it disagrees with the process proposed setting out those changes that it considers necessary.

2.16 The Clerk will make a report to the Forum where they believe that a nominating organization has failed to follow its election process or submit a process. Only those nominated through fair processes will be considered by the authority for admission as members to the Forum.

2.17 Members of the Forum will cease to become members if they no longer occupy the office which they were nominated to represent. It is the nominating organization's responsibility to ensure that their nominated members remain eligible and to notify the Clerk of any member who ceases to become eligible.

2.18 Within 1 month of the triennial reconstitution of the Forum, the Authority will inform the governing bodies of all schools maintained by them and of any academies in their area of the full membership of the Forum.

2.19 Within 1 month of the appointment of any Non-schools Member the Authority will inform the governing bodies of all schools maintained by them and of any Academies within their area, of the name of the member and the name of the body that member represents.

2.20 Members of the Forum are responsible for notifying their apologies and reasons for absence to the Clerk, under normal circumstances, no later than 3 working days before any Forum meeting. Members of the Forum who do not attend, or whose apologies have not been accepted by the Forum, on three consecutive occasions will cease to hold office within the Forum. The relevant nominating organization will be asked to hold elections/nominate a member to fill the resulting vacancy/ vacancies in accordance with their method of nomination.

3 Election of a Chair/ Vice Chair

3.1.1 The Clerk will invite nominations for the election of a Chair/ Vice Chair of the School Forum. The Chair and Vice Chair must be a voting member. Elected members or officers of the authority cannot be elected as the Chair/ Vice Chair. All nominations must be proposed and seconded by a voting member of the Forum.

3.1.2 The Forum will agree the term of office for the Chair/ Vice Chair and the number of Vice Chairs that it wishes to appoint.

3.1.3 Elections for the Chair/ Vice Chair will be carried out by way of either a show of hands, or in the event of two or more nominations a secret vote. All voting members will have a vote, including those nominated for either position(s). All those nominated will be given the opportunity to speak briefly in support of their nomination.

3.1.4 The Chair/ Vice Chair will be elected at a quorate meeting of the Forum. Where a substantive Chair has not been elected the Forum will elect, from its qualifying membership, a Chair to preside over that meeting of the Forum. A Chair elected for a single meeting will hold the role of Chair until

the start of the next meeting. A Chair elected for a single meeting may be appointed through a seconded proposal followed by a majority show of hands in favour of the proposed candidate.

3.1.5 All members of the Forum have a single vote in electing the Chair/ Vice Chair. The Chair/ Vice Chair will be elected on a simple majority. In the event of a tie between two members in the election of the Chair, the Clerk will determine the outcome by the toss of a coin. In the event of more than two nominations for Chair/ Vice Chair achieving equal numbers of votes the Clerk will draw the successful candidates name from a 'hat' containing the names of all tied candidates.

4 Rights and Roles of School Forum Attendees

School Members, Non School Members and Academy Members

4.1.1 All substantive members of the Forum - School Members, Non School Members and Academy Members, have full speaking rights. It is the responsibility of individual members to arrange through their nominating organization, for substitute members to attend in their place if they are unable to attend a meeting of the Schools Forum. Substitute members have the same rights as substantive members.

Official Observers

4.1.2 Certain members of the Forum are formally classified as observers and these are defined in the table above. Observers have the right to speak but have no voting rights. The Cabinet Member for Children and Young People has observer status providing a link between the Forum and the decision-making executive of the Council.

Officers

4.1.3 Officers will generally attend the Forum to present reports and give advice to Forum members. All relevant Officers and elected Members of Haringey Council may attend and speak at meetings of the Forum but have no voting rights. In the context of Forum business, the term 'Officers' applies to the Director of Children's Services, and the Director of Corporate Resources or any officer employed or engaged to work under the management of those Directors other than one who directly provides education to children or who manages such a person or who is a school improvement partner.

Members of the Public

4.1.4 Meetings of the Forum are open to the public, although provision is made for certain matters to be held in private discussion. Members of the public wishing to attend a forum meeting must email the Clerk at least 24 hours in advance of the meeting date. During meetings members of the public are required to state any declarations of interest at the beginning of the meeting. Members of the public do not have the rights to either speak or vote on Forum matters.

5 Quorum

5.1.1 Any meeting of the Forum will be deemed quorate provided that two fifths of the total membership (excluding vacancies) of the Forum are present at a properly constituted meeting.

6 Administration and Support to the Forum

The Clerk

6.1.1 The Local Authority will appoint a Clerk to assist with the efficient operation of the Forum. The Clerk will work to an agreed Job Description which will include, amongst other things, reference to their responsibility in respect of the following matters:

- Administration of the process for electing members to the Forum, using their best endeavours to ensure that vacancies are minimized.
- Recording and maintaining records of the election processes of nominating organizations.
- Attendance at each meeting of the Forum.
- Maintaining membership lists and records of attendance.
- Receiving and reporting apologies.
- Manage the process for Electing a Chair/ Vice Chair.
- Advice on relevant procedural matters governing the operation of Forum and its business.
- The production and agreement of agenda, minutes and reports of a procedural nature.
- Making available on publicly accessible website(s) the membership, agenda, and minutes of the Forum.
- Make arrangements for the training and induction of Forum members

Local Authority Officers

6.1.2 The Director of Children's Services (The Director) will make available officers to produce and present written reports and provide advice to the Forum on all matters which fall within the scope of the Forum's powers and responsibilities and/ or any other relevant matters that the Forum may request from time to time.

6.1.3 Officers may also provide purely administrative support to assist the Clerk in the discharge of their duties where it is efficient to do so.

6.1.4 If the Director considers that a request for information from the Forum falls outside the remit of the Forum or is unreasonable, they will notify the Clerk and the Chair of the Forum of their decision and the reasons for reaching it.

7 Conduct of Forum Business

General

7.1.1 The Forum will meet in public at least four times a year.

Forum Papers

7.1.2 The Forum may only consider items that have been properly notified. All members will be sent a Notice of Meeting giving at least seven days notice of a meeting. An agenda and associated reports will also be provided in advance of the meeting.

7.1.3 Such papers will be deemed to have been properly notified provided that they have been sent to either the email address notified by a member of the Forum or a relevant communication address. Good practice suggests that seven days notice of Forum papers will be given although the Forum may be asked to consider any matter where no less than three days notice has been given.

7.1.4 Dates and locations of forthcoming meetings shall be publicly available through the London Borough of Haringey's website.

7.1.5 Minutes of meetings will be placed on the London Borough of Haringey's website, and all schools and associated groups shall be notified when new minutes are available.

Declaration of Interests

8.1.4 Members of the Forum and observers including members of the public are required to declare an interest in and withdraw from the meeting for any relevant matter under consideration in which they have a direct pecuniary interest. Each Agenda will remind members, observers and members of the public of their obligation to declare interests on items proposed on it.

8.1.5 Matters are only deemed to be relevant where a decision would result in a member of the Forum or a member of their immediate family, benefiting other than indirectly through the role in which they are nominated to the Forum.

8.1.6 Such matters would therefore apply to consideration of contracts where a member or their immediate family had interests in any of the contractors being considered.

8.1.7 There is not deemed to be a declarable interest where the Forum considers the allocation of resources between institutions in which members are employed, even if their institute is the only one to benefit, although any member may voluntarily declare their interest in an item.

8.1.8 If a member has any doubt about whether an interest needs to be declared they should, as soon as any potential conflict becomes apparent, seek advice from the Clerk.

Private Matters

9.1.9 The agenda may include provision for items to be held in private. The Director of Children's Services will decide, in consultation with the Chair, which items are to be held in private. Matters considered in private should be restricted to those of a sensitive nature relating to individuals or where commercially sensitive information is being or likely to be heard.

9.1.10 When considering items in private, all individuals who are not Forum members or elected members or relevant officers of the authority will be excluded. The minutes of privately held matters will be restricted to those having rights of attendance regardless of whether they were actually in attendance.

Protocols for Debate during Meetings

10.1.11 All members of the Forum who wish to speak on any matter will do so through the Chair. The Chair will be responsible for the orderly conduct of meetings and ensuring the correct balance between the airing of views and discussion on items is made against the need to consider and make resolutions in a timely way.

Urgent Items

10.1.12 Each Agenda will allow for Any Other Urgent business to be raised and considered although it is at the discretion of the Chair whether the Forum can be asked to make a decision on any such item if less than 3 days notice has been given of the relevant facts to all Forum members.

10.1.13 Only the Chair may determine how to consider any urgent and important matter where no meeting of the Forum is scheduled to take place prior to the deadline for decision. Under such circumstances the Chair is empowered either to convene a special meeting of the Forum to consider the matter or agree that the Forum can be consulted by post or email.

10.1.14 The Chair cannot take a decision on behalf of the Forum, no matter how urgent the matter in question. However, the Chair will be asked to express an opinion on a matter on which Forum members are to be consulted in the absence of a meeting and this view will be included in the

relevant paperwork circulated to Forum members and seeking their agreement or views on a course of action. The Chair will determine whether and if so at what level a minimum level of response from members is necessary to have reached a decision or recommendation.

Voting

10.1.15 All members having voting rights are entitled to a single vote with decisions being carried upon a simple majority. The Forum will be informed of the outcome of any matter upon which their views, or a decision, has been sought.

10.1.16 Non School Members other than those who represent Early Years providers must not vote on matters relating to the funding formulae to be used to determine the amounts to be allocated to schools in accordance with the regulations.

10.1.17 Voting on items which are the subject to de-regulation, which are specified in the financial regulations is restricted to the relevant maintained school members of the Forum.

10.1.18 In the case of an equal number of votes for and against a proposal the Chair has a second additional or casting vote.

Decisions

10.1.19 Any decisions taken by the Forum will be made available on publicly available website(s) by the Clerk.

10.1.20 In some cases the Forum will resolve to advise the Council on matters which are for the Council's Executive to decide. In such cases the minutes will record both the advice given to the Authority and the decision taken subsequently by the Council's Executive.

Working Parties

10.1.21 The Forum may agree to constitute working parties to consider in more detail specific issue(s) relevant to the work of the Forum.

10.1.22 Working parties may consist of Forum members, officers of the Council and other people with relevant experience. Each working party should elect from its members a Chair who must not be an officer of the authority. The working party should, from within its membership, maintain formal records of its deliberations in the form of agenda's, minutes, action points etc. as appropriate.

10.1.23 Any working party constituted by the School Forum must provide a brief report to each meeting of the Forum setting out the number of times that the group has met since the last report together with a summary of the stage the work has reached.

Budgets and Expenses

10.1.24 The Forum will be consulted annually on the level of the budget that it believes it is necessary to support its activities. The budget forms part of the Dedicated Schools Budget (DSB) and can, for example, be used both to pay the legitimate expenses of Forum members in accordance with the Council's expenses policy and also to engage external advice, support and assistance to assist in the discharge of its duties. The Authority will accordingly notify the Forum of the budget it has made available.

10.1.25 Any purchases made from the School Forum budget will be undertaken on behalf of the Forum by an officer of the Council and must comply with any relevant Standing Orders, Financial Regulations and Procurement Codes of Practice that are in force.

11 Review of the Constitution.

11.1.1 The Authority will keep under review the content of the Forum's Constitution, Procedural Matters and Terms of Reference taking into account best practice and the latest advice, guidance and any directed revisions made from time to time by the relevant government department.

11.1.2 In addition to bringing forward any proposed changes to the above documents the authority will confirm annually to the Forum that a formal review of the Constitution, Procedural Matters and Terms of Reference has taken place.

Haringey Schools Forum

Part 2 – Terms of Reference

1. Background

1.1. The Forum will discuss and be consulted upon the following matters:-

2. Consultation on School funding formula

2.1. Haringey Council will have regard to the advice of the Forum on proposed changes to the formulae they use for the determination and re-determination of schools' budget shares.

2.2. As set out in the constitution non School Members other than those who represent early Years providers are not permitted to vote on matters relating to the funding formula.

3. Consultation on Contracts

3.1. The authority shall, at least one month prior to the issue of invitations to tender, consult the forum on the terms of any proposed contract for supplies or services being a contract paid or to be paid out of the authority's schools budget where the estimated value of the proposed contract is not less than the threshold which applies to the Authority for that proposed contact pursuant to regulation 8 of the Public Contracts regulations 2006.

4. Consultation on financial issues

4.1. The authority shall consult the forum annually in respect of the relevant authority's functions relating to the schools budget, in connection with the following:

- a) the arrangements to be made for the education of pupils with special educational needs;
- b) arrangements for the use of pupil referral units and the education of children otherwise than at school;
- c) arrangements for early years education;
- d) administrative arrangements for the allocation of central government grants paid to schools via the authority;

4.2. The authority may consult the forum on such other matters concerning the funding of schools as they see fit. The forum may also ask the Authority to consult them on any financial matters relating to the Schools Budget.

5. Other Items

5.1. The Forum shall have the following powers:

- a) to agree minor changes to the operation of the minimum funding guarantee, where the outcome would otherwise be anomalous, and where not more than 50% of the pupils in schools maintained by the authority are affected;
- b) to agree to the level of school specific contingency at the beginning of each year;
- c) to agree arrangements for combining elements of the centrally retained Schools Budget with elements of other Local Authority and other agencies' budgets to create a combined children's services budget in circumstances where there is a clear benefit for schools and pupils in doing so;

5.2. Additionally and in exceptional circumstances only:

- a) to agree an increase in the amount of expenditure the Local Authority can retain from its Schools Budget above that allowed for in the regulations;
- b) to agree an increase in centrally retained expenditure within the Schools Budget once a multi-year funding period has begun; and,
- c) to agree changes to an authority's funding formula once it has been announced prior to the start of a multi-year funding period.

Agenda Item



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

Report to Haringey Schools Forum –24th June 2021

Report Title: DSG 2020/21 Provisional Outturn and Finance Update

Author:

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Purpose:

- | |
|---|
| <ol style="list-style-type: none"> 1. To inform members of the provisional DSG position 2020/21 for the Early Years Block, Schools Block, High Needs Block and Central School Services Block. 2. To note the schools closing balance as at 31 March 2021. 3. To inform members of an update for the DSG recovery plan. |
|---|

Recommendations:

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|---|
| <ol style="list-style-type: none"> 1. To note the DSG 2020/21 provisional outturn and schools' balances plus the implications for 2021/22 DSG and the DSG recovery plan. |
|---|

1 Introduction.

- 1.1 This report sets out the provisional outturn for the Dedicated Schools Grant (DSG) for 2020/21. The outturn shows that the overall deficit of the DSG grant stands at £17.0m having increased from £10.2m the previous year. The increase is driven by the cost pressures faced by the High Needs Block which are outlined in this report along with some mitigating actions already being taken.
- 1.2 In July 2017, the DfE announced the introduction of the national funding formula (NFF) which was supported by additional investment in 2018-19 and 2019/20. The additional funding over the first two year enabled the Council to maintain per-pupil spending for our schools and the high needs blocks. However, the demand for services in the High Needs Block has outstripped the budget and now the DSG has a deficit balance up from £10.2m at the end of 2019/20 to £17.0m at the end of 2020/21.
- 1.3 This paper sets out a summary of the DSG analysis of the four blocks' financial position for the financial year 2020/21 and the allocations for the financial year 2021/22.
- 1.4 The policy document which sets out the background and principles of the National Funding Formula for schools can be found at:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/838394/National_funding_formula_policy_document_-_2020_to_2021.pdf
- 1.5 The DSG is currently divided into four notional blocks: Schools, High Needs, Early Years and Central.
- 1.6 The 'soft' formula was originally planned for 2018/19 was extended to 2019/20, with a 'hard' formula, without local input was to be implemented in 2020/21. However, the implementation of a 'hard' NFF will not now be introduced – i.e. without a local formula applied - until 2022/23, subject to DfE confirmation.

2 Analysis of Dedicated Schools Grant Allocations

- 2.1 Table A below sets out Haringey's DSG allocations for 2019/20, 2020/21, and the indicative DSG allocation for 2021/22.

Table A: Dedicated Schools Grant Year on Year Allocations

DSG Block	2019/20 £	2020/21 £	2021/22 £
Schools	130,242,511	130,166,444	136,263,382
Central School Services	3,026,035	2,945,886	2,911,639
High Needs	33,774,194	38,819,495	42,864,552
Early years	20,353,798	20,823,132	21,036,306
Total	187,396,538	192,754,957	203,075,879

- 2.2 The overall total DSG for 2021/22 includes Teachers Pay and Pension Grant of £8.5m which was previously paid as a separate grant. The funding formulae are largely based on pupil census numbers and the funding is passported to the

schools and nurseries. There has been a year on year decrease in the Central School Services Block in absolute terms as well as no inflationary increment. The High Needs Block has seen an increase in the funding rate as well as an increase in the number of pupils funded. However, there is a lag in funding the increased demand and the actual cost of per pupil expenditure currently exceeds the available budget.

3 Overview of Schools balances as at 31 March 2021

- 3.1 The analysis provides an update on the schools' year end balances as at 31 March 2021. Table B of Schools Reserve Balances is a financial year overview of movement in schools reserve balances from 2019/20 to 2020/21.

Table B: Schools Reserve Balances

Financial Year Overview	2019/20 £	In-year Change £	2020/21 £
Primary	6,020,765	1,456,868	7,477,633
Secondary	1,311,857	938,510	2,250,367
Special	660,610	586,511	1,247,121
Nursery	137,127	219,817	356,944
Total	8,130,359	3,201,706	11,332,065

Licensed Deficits

- 3.2 At the beginning of 2020/21 12 schools had a licenced deficit with the total amount outstanding of £1.3m. Due to Covid, several schools faced exceptional financial difficulty particularly with the loss of income. During the year 13 schools applied for, and the council agreed, licenced deficits totalling £1.9m. At the end of 2020/21, 17 schools had a licenced deficit, and the total amount outstanding was £2.5m.

Schools in Financial Difficulty

- 3.3 The council has supported schools in financial difficulty with dedicated central finance support, providing cashflow advances and assisting with redundancy costs of restructures relating to permanent staff savings via the Restructure and Scrutiny Panel.

Growth Fund

- 3.4 Due to the funding lag on school places, a growth fund of £932k was earmarked in 2020/21 to fund agreed bulge classes and oversized classes for both maintained schools and academies. The following table C shows how the funding was allocated and the remaining £9,800 of unused budget will be carried forward for the growth fund in 2021/22.

Table C: Growth Funding for 2020/21 allocations

Growth Fund 2020/21	£(000)
Budget Allocation	932
<u>Payments allocated</u>	
Bulge classes	812
Oversized classes	153
Less overpayments recovered	-43
Net allocation	922
Unused budget *	10
* Unused budget carried forward to 2021/22	

The growth fund allocation for 2021/21 was agreed at £1.1m. With the £10 brought forward from 2020/21 the total earmarked for growth is £1.11m. Indicative growth allocations have been based on agreed growth classes plus indicative numbers for bulge classes and oversized classes. This includes an allowance for two additional classes to meet any potential demand for additional pupils in September. Total earmarked budget for 2021/22 is £992k. Table E below shows the initial funding allocations, the available budget and a balance unallocated of £118k.

Table D: Growth Funding showing indicative 2021/22 allocations

Indictive Growth Funding Allocation	
Financial Year 2021-22	£(000)
Growth Funding	82
Bulge Funding	820
Estimated Infant Class over size	90
Total Growth Fund Allocation 2021/22	992
Growth Fund Allocation 2021-22	1,100
Growth Fund brought forward from 2020/21	10
Balance unallocated as at June 2021	118

DSG closing position – 31 March 2021.

3.5 Summary

The overall DSG position as at 31 March 2021 is a £17.0m deficit. The HNB (High Needs Block) is the main pressure to the DSG grant and closed with a £16.8m deficit.

Table E below provides the gross 2020/21 allocation and expenditure of the DSG and details of the closing DSG reserve balances.

Table E: 2020/21 DSG Provisional Outturn Table.

2020-21 DSG Provisional Outturn	Schools Block (£m)	Central (£m)	High Needs (£m)	Early Years (£m)	Total (£m)
Total DSG funding Allocation	130.2	2.9	38.9	20.8	192.9
Provisional Outturn Expenditure	130.2	3.0	45.7	20.8	199.7
In year Position	-	-	(6.8)	-	(6.8)
B/fwd Balances	-	-	(10.1)	(0.1)	(10.2)
Net Position (minus is a deficit)	-	-	(16.9)	(0.1)	(17.0)

3.6 Schools Block

The total £130.2m of the schools block was passported to schools using the Authority Planning Tool (APT) and variations agreed by the Schools Forum. This is fully allocated to schools in the year. However, as noted in paragraphs 3.1 and 3.2 the schools will have their individual surplus or deficit at the year end.

3.7 Central School Services Block

The total £2.9m of the Central Schools Services block is retained by the council as a contribution towards the council's statutory duties.

3.8 High Needs Block

The High Needs Block (HNB) DSG budget allocation was £38.9m and the overspend for the year is £6.8m. This is due to the way the DSG was funded by the ESFA and significant growth in pupil numbers within SEND. The main pressure areas continue within special schools and the children in post 16 settings, where there was inadequate funding for the extended age range up to 25years.

As reported via the High Needs reporting there is still pressure due to multiple factors, the growing number of EHCP's requiring additional resources to be secured from an already pressured high needs budget, year on year growth in the use of independent educational provision and the ongoing budgetary demand within the FE sector.

A comprehensive report from the Head of Service was presented to Schools Forum in January 2021. Officers are working with the ESFA on the DSG recovery plan and will keep Schools Forum updated.

It should be acknowledged that HNB deficits are a national issue and shown below is a graphical representation of the size of the problem across London.

The DfE have consulted with schools and local authorities on the future funding arrangements for the HNB. LA responses were being co-ordinated into a single response through London Councils. The SEND review as promised by the DfE has been impacted by Covid and the anticipated paper has been delayed.

3.9 Early Years Block

The Early Years block 2020/21 allocation was notionally set at £20.8m by the ESFA. Full funding was passported to providers on the agreed basis. However, on this allocation we were notionally underspent against pending the ESFA final confirmation of funding for 2020/21 due in November 2021.

Where normally the January census would be applied, in recognition of this extraordinary year, there is need to alter funding arrangements. The final allocation repayment will be based on Private, Voluntary and Independent (PVI's) providers achieving attendance of 85% when compared to their 2019/20 January census. The ESFA will confirm the final 2020/21 allocation in November 2021.

4 Dedicated Schools Grant (DSG) Management Plan

- 4.1 The DSG reserve is ringfenced and outside the council's general fund reserves. The cumulative DSG deficit is significant, continuing to increase and unsustainable. This deficit cannot be funded from general fund but dealt with from future DSG income. Holding a deficit balance outside of the General Fund is not good practice.
- 4.2 The ESFA and the Council have started informal discussions around the Council's actions to date, future plans and specific pressures. It is expected that assistance from the ESFA will be forthcoming with respect to DSG grant and practical central resources.
- 4.3 Whilst there continues to be a year-on-year increase in children with EHCP's, there has been a specific increase in EHC plans for children aged under 5 (23% and young people aged between 20 – 25 (34%) which has resulted in additional financial costs for services to support those age groups in particular.
- 4.4 Approximately 25% of our children who are looked after have an EHCP. Where we have children, who are looked after with an EHCP and who require an out of borough placements e.g. specialist residential, the social cost is higher than in borough. This equated to 86 children in 2020/21
- 4.5 Haringey has identified increased demand for services for children and young people with ASD and SEMH as primary need. Whilst the authority has increased its provision for children with ASD there is no specific education provision for children and young people with SEMH as a primary need, resulting in the use of expensive out of borough independent provision, creating pressure on the high needs block.

- 4.6 Haringey services and schools are increasingly good at identifying SEN needs as evidenced by the increasing demand for statutory assessments and EHC plans. For the authority to continue to meet need at the earliest opportunity Early Help and Prevention services, Speech and Language services, Inclusion and Education Psychology services are well positioned to respond to demand and are key to providing earlier support and whole family support where there are complex needs to prevent demand for high cost and statutory intervention. However, with increasing levels of support required, these services do not have sufficient capacity and require financial growth.
- 4.7 We are fortunate that mainstream schools in Haringey disproportionately support higher numbers of children with EHCPs. However, schools that have proportionally more children with EHCP's are disadvantaged financially. We have a local arrangement and provide a SEN contingency payment of £800 - £1,000 per pupil for the schools that have a disproportionately high number of EHCP pupils. However, this does not address the wider financial pressures for schools in ensuring appropriate support. As this continues to increase, this does pose a risk that schools may reduce their intake of children with EHCP's which would create further increased financial pressure on special schools, prevention services and with higher costs for out of borough provision.
- 4.8 Updates from the DfE regarding the DSG Management Plan will be provided to School's Forum when they are received.

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**Schools Forum Early Years Working Group
17th May 2021 at 11am. Virtual meeting**

Name	Designation/ Representation
Melian Mansfield (MM)	CHAIR. Chair of Pembury House
Ngozi Anuforo (NA)	Head of Strategic Commissioning, Early Help and Culture
Gladys Baah-Okyere (GBO)	PVI Settings Rep
Luisa Bellavita (LB)	PVI Settings Rep
Peter Catling (PC)	Woodlands Park Nursery School & Children Centre
Joanna Conroy (JC)	Childminder
* Duwan Farquharson (DF)	Willow
Jane Griffin (JG)	SBM Seven Sisters Primary School
* Nick Hewlett (NH)	Principal Advisor for Early Years
Storm Moncur (SM)	Childminder
Emma Murray (EM)	Primary Head Rep
Susan Tudor-Hart (ST-H)	School Forum PVI Settings Rep
Lucy Walker-Collins (LW-C)	Stroud Green Primary School
Melanie Widnall (MW)	Principal Advisor for Early Years
* Christine Yianni (CY)	Childcare Sufficiency Manager
Sarah Hargreaves (SH)	Senior Governance Officer

* denotes absence

1. Welcome and Apologies

- 1.1 The Chair welcomed everyone to the meeting.
- 1.2 Introductions were made. Apologies have been received from Nick Hewlett and Christine Yianni. Lucy Walker-Collins was welcomed to her 1st meeting.
- 1.3 The Chair said that Ellika McAuley (SEND Team Leader) would be joining the meeting later.

2. Minutes of the meeting of 1st February 2021

- 2.1 The minutes were **agreed**, they will be signed and returned to Ngozi for safe keeping when this is next possible.

3. Matters arising not on the agenda

- 3.1 Pt 4.1 Social care and finance will be covered when Ellika joins.
- 3.2 Pt 4.3 The new Finance Manager will be starting on 1st June. They will be covering EY finance and admin.
- 3.3 Pt 6.3 Settings confirmed that they are receiving their money monthly but they are still learning too late what the amount will be. It was **agreed** that it would be very useful to know by March what the funding is going to be for the following year. Ngozi was asked to suggest "end of February" to the finance team, in case the deadline slipped. **Action NA**
- 3.3.1 *Members asked if this is the same finance team as works with schools?* It is.
- 3.4 Everyone wants to be kept informed of what is happening.

- 3.5 Some settings are only taking 2 year olds if their parents are willing to pay a top up eg. the 3 hours policy.
- 3.6 There were no further questions on the paper CY had provided to answer some of the actions from the previous meeting.

4. Minutes of the High Needs Block of 23rd April 2021 for information

- 4.1 Noted.
- 4.2 Terms of Reference: it was **agreed** to re-visit these. The relationship between the EYF and HNB is important so that discussions around SEND in EY are not lost between the two groups. **Action NA**

5. Deprivation Support for Vulnerable Children

- 5.1 The funding formula has changed due to the IDACI formula changing. Funding was previously based on the 2015 formula and is now based on the 2019 version. It is a national calculation not a local one.
- 5.2 The deprivation supplement is a weighting which follows the child, based on child level characteristics. It needs to be clarified if the local model for deprivation is still fit for purpose and, if not, what needs to be changed.
- 5.2.1 It was **agreed** that the funding should follow the needs of the child and not be dependent on where the child lives. There are changes to the population in the borough and so a new model may be needed for 2022-23. To go on the next agenda. **Action NA**
- 5.3 Money being moved from different funding blocks remains a concern. The pressure on the LA is to balance the DSG, which explains why they moved money from the EY to HNB budgets. The DfE is now saying that, due to the Covid-19 turbulence, underspend can now be retained in the EY budget. This can be used to offset extra expenditure incurred due to Covid-19. It was noted that the HNB overspend is so large that moving money into it will have limited impact.
- 5.4 Some members suggested that some parents wished their children to attend children centres as they perceive them as having better facilities and this can result in the PVI sector losing out on child attendees.
- 5.5 It is not known if the current reduction in the number of children attending settings is due to Covid-19 or wider issues eg. an overall reduction in the number of qualifying children, either because they are moving out of the area or there are less qualifying children due to the change in the formula. Some parents are not taking up their entitlement because their working hours have changed. It is currently hard to tell what is a short term “blip” and what is a new normal.
- 5.5.1 It was noted that the demographic in primary schools changes between nursery, where some children are paying to attend and reception, which is free. Also, the levels of deprivation are remaining constant but the numbers qualifying for funding is reducing.
- 5.5.2 Many two year olds have “Golden Tickets” as their parents have lost their jobs. Covid-19 has increased existing issues. There are many children who are vulnerable or who have additional needs but who do not count as having a SEND diagnosis.

6. Early Years DSG Funding: 2021-2022 Update

- 6.1 During the pandemic the DfE paid settings for the number of places they are registered for. Since 1st January 2021 they have paid on the basis of occupancy. If the occupancy level is less than it was in January 2020 settings can apply for top-up funding. If the attendance rate is less than 85% of capacity then the top-up is also paid.
- 6.1.1 In Haringey 85% of all places is 3,313 places. Attendance will be averaged out across the year. This figure will be known after the recent Census figures are finalised next week. The final figures will need to be submitted in July.
- 6.1.2 Ngozi highlighted to settings that the top-up funding will not necessarily cover all the gap in funding.
- 6.1.3 *Members asked why the figure of 85% had been arrived at.* It is what the DfE has chosen!

- 6.1.4 There will be no new requests for data from settings; the count will be based on the information already held. It is therefore important that all settings ensure that their child data is up to date.
- 6.2 There will be 3 Census counts this year for all providers, including childminders. For schools this won't be a large change, although they will have to count the 2 year old provision, which isn't normally reported on. This will basically mean that all settings will be funded on a termly basis.
- 6.2.1 Storm and Joanna said they were happy to chase childminders if needed. **Action SM, JC**
- 6.3 *Members asked if this new system was likely to generate problems for funding levels.* There is some concern on the child occupancy figures. Further analysis of the data is needed but expectations may need to be lowered as to likely funding levels.
- 6.4 Ngozi said that she would share her slides with the group. **Action NA**

7. Early Years/SEND Update

- 7.1 Ellika McAuley was welcomed to the meeting.
- 7.2 Ellika explained that there is a statutory framework for funding 3's and 4's so that they can access their entitlement. Some LA's, including Haringey, also fund 2's, but this is not statutory. It provides an early opportunity to promote inclusive practices.
- 7.3 The Early Support places are pre-commissioned and are funded via the HNB. This also helps with the planning for places as the children get older.
- 7.4 It was noted that, for schools, the top-up funding is not in fact topping-up anything as there is no core DSG funding for the 2's. This can mean that the school ends up paying for the place if the parents are not able to. This compares to an Early Support place in a setting, which will receive the funding.
- 7.4.1 There are also many delays in receiving the money.
- 7.5 *Members asked if the overall framework should also include the Early Help places as there is a need to be strategic and to think about the earliest opportunity to provide support.*
- 7.6 Joanna thanked Ellika for reaching out regarding a particular child she had required support for.
- 7.7 It was confirmed that the Language Lift-Off places are only available for children in the 3 children centres. There are 18 places in total, 3x6.
- 7.8 It is believed at around 20% of current children have SEND.
- 7.9 Members thanked Ellika for attending and asked if she could attend further meetings.

8. Data Collection

- 8.1 Ngozi emphasised that the interface with the DfE is data driven, it is therefore important that all settings are collating and keeping accurate and timely information.

9. Date for Next Meeting

- 9.1 This needs to be before the next School Forum meeting on June 24th. Ngozi to provide a date. **Action NA**

The Chair thanked everyone for attending.

There being no further business the meeting closed at **12.35pm**

Signed:

Date:

Actions from the EYF minutes: 17th May 2021

Item	Action	By Whom
3.3	To speak to Finance about the possibility of knowing the following year's financial settlement by the end of February	NA
4.2	To revisit the previous Terms of Reference and to align them with the HNB	NA
5.2.1	To check whether the current deprivation supplement is still fit for purpose	NA
6.2.1	To chase childminders, if needed, for their data returns	SM, JC
6.4	To share the presentation slides with the group	NA
9.1	To circulate a date for the next meeting	NA

High Needs Block Committee

**Draft minutes of the meeting held on
28th May 2021 at 9.30am via Teams**

Schools Forum Members

Martin Doyle: Headteacher Riverside School – Chair
+ Peter Catling: Headteacher Woodlands Park NS&CC
Melian Mansfield: Pembury House Chair of Governors
Mike McKenzie: Headteacher Alexandra Park School
Will Wawn: Primary Heads Rep
+ Gerry Robinson: Alternative Provision
+ Kurt Hintz: CoNEL

Also Invited

Mary Jarrett: Integrated Head of Service
Phil di Leo: Governor The Vale
+ Tony Hartney: Chair, Schools Forum
Kristian Bugnosen: Principal Finance Officer
+ Ngozi Anuforo: Commissioning Manager

Attending

Robin Hindley: CoNEL
Sarah Hargreaves: Senior Governance Officer + Denotes absence

1. Welcome, apologies for absence and acceptance

- 1.1 The Chair (Martin Doyle) welcomed everyone present to the meeting. He welcomed Robin Hindley who is attending for Kurt Hintz.
- 1.2 Apologies for absence have been received from Peter Catling and Ngozi Anuforo.

2. Minutes of the meeting of 23rd April 2021

- 2.1 The minutes were **agreed** as a correct record of the meeting. They will be signed and returned for safe keeping when this is next possible.

3. Matters arising from the minutes

- 3.1 Pt 3.3 The banding descriptors and top-up funding will be included in the SEND Strategy which Mary is writing. Latest version to be circulated. **Action MJ, Clerk**
- 3.2 Pt 4 The latest Early Years Forum minutes will be circulated once they have been agreed. **Action Clerk**
- 3.3 Pt 7.3 Mary confirmed that she attends the SEND Executive and will share the minutes. **Action MJ**

4. DfE Comparator Information

- 4.1 The number of EHCPs in Haringey is less than in the 5 statistical neighbours but higher than the national average. There are around 2,500 under 25's with Plans.
- 4.2 There are less SEND pupils in mainstream schools and maintained special schools compared to England, London and neighbouring areas.
- 4.2.1 Haringey has fewer SEND pupils in school based 6th Forms than elsewhere. Other places have 6th forms in special schools and so pupils stay there. In Haringey they are more likely to move to

the 6th Form Centre and so are counted differently for DfE returns. (Specialist –v- non specialist provision). CoNEL is counted as post 16's provision and not a 6th Form.

- 4.3 There are more 16-18's with EHCPs than elsewhere. Plans are not ceased until 18, at least, as Year 11 is not the school leaving age.
- 4.4 In Lewisham, Islington and Enfield the joint funding, with Health, for 16-25's has been stopped as it was felt that they were still receiving education. They are then moved to adult funding and their Plan continues.
- 4.5 Haringey has more EHCP's and less apprenticeships or internships than elsewhere and students stay in more generic provision.
- 4.5.1 Robin reported that of the North Middlesex hospital apprenticeships, which are open to both Haringey and Enfield residents, last year there were 11 pupils from Enfield but only 3 from Haringey. There therefore needs to be more Haringey buy-in. Mary said that the statutory assessment team is currently being re-structured but this is something that the new team will be following up on more.
- 4.6 It was **agreed** that better pathways out of education services are needed. Martin and Robin will discuss further. **Action MD, RH**
- 4.6.1 There needs to be more confidence in ending Plans which are no longer needed.
- 4.7 Robin said that a new Head of School for 18-25's has been appointed by CoNEL and he will be working on these issues.
- 4.8 *It was thought that a post 19 provision map may be more useful than a post 16 one.*
- 4.9 It was **agreed** that compared to the 5 statistical neighbours Haringey was fairing well. In particular the support of pupils with complex needs in mainstream schools is good.
- 4.10 The high costs of independent placements are included in the SEND strategy. Overall Haringey spends less on out borough placements than other boroughs.
- 4.11 The gap in provision continues to be in the lack of SEMH provision.

5. Draft Terms of Reference

- 5.1 The draft has been circulated.
- 5.2 They were **agreed**.

6. Recovery Plan

- 6.1 There is consensus that the HNB should not be paying for Early Help services going forward. This assumption will be included in the detailed recovery plan which is about to be written.
- 6.2 Ann Graham has met with the DfE and EFSA regarding a national template for recovery plans.
- 6.2.1 There will need to be a child by child analysis of where money should be spent and where it could be saved.
- 6.3 *Members asked if the withdrawal of funding from Early Help will be a one off event or a tapered reduction.* This is not known currently but it needs to be known in order to inform the recovery plan. Mary to clarify. **Action MJ**
- 6.4 The recovery plan, once written, will need to be signed off by School Forum.
- 6.5 *Members asked if Early Help would be refunding the deficit so that services do not need to be cut.* Mary pointed out that not all of the deficit is due to Early Help expenditure and also that most of the money which was transferred to Early Help was in fact spent on SEND pupils.

7. SEND Strategy

- 7.1 Mary said that there is work to be done around co-production with families, particularly regarding the transition to adulthood. Opportunities to be involved will be advertised in the SEND Families Newsletter. **Action MJ**

- 7.2 It will need to go out to consultation and will then go to Cabinet. The stakeholders who will be included in the consultation are:
Primary Heads, Secondary Heads, Special Schools, The Markfield Project, School SENDCOs, Early Years Inclusion Team, Early Years SENDCO meeting. It will also go to all parents of SEND pupils (an information session will also be run for them), Governor briefings.
- 7.2.1 It was noted that there will be a conference for special school governors in the autumn and it would be useful for the consultation to be on the agenda. **Action HEP**
- 7.3 *Members asked if early years will be included in the strategy.* It will be.
- 7.4 It was suggested that “ordinary” to changed to “standard.” On 1st inspection all **agreed** that the document looks impressive.

8. AOB

- 8.1 *Members asked when the SEND team re-structuring would be completed.* All staff will be in post by September. There will be more front-tine staff and fewer managers.
- 8.2 It would be very useful for schools to know the destination routes of their previous pupils; this information is not currently collected all in one place. This will be looked into later and will feed into the annual reviews.
- 8.3 Mary said that it was anticipated that the Ofsted inspection for SEND services will arrive in September (safeguarding was in March).
- 8.4 Members asked that it be noted that, although it is correct to say there have been no direct cuts to the top-up funding, there has effectively been cuts in mainstream school funding as they have had to absorb the costs.
- 8.4.1 This is partially due to the expansion of the age range from 16 to 25 bringing very little extra funding with it. There has been little uplift in funding since 2007. It is likely that a deficit will have to be carried until the DfE agrees to additional funding. It was noted that the case of the parental challenge to LB Hackney is now going to the High Court.
- 8.5 Members also noted, that although Martin and Phil’s paper on the HNB deficit and the impact of the transfer of funds to Early Help was discussed at School Forum, no decision was made on it.
- 8.6 The next meeting will be held on **July 14th 2021 at 9.30am.** **Teams** invite to follow.
- 8.7 Mary thanked Kris for all his work on the strategy and recovery plan. Kris informed the meeting that he will be leaving as he has gained a promotion in another authority. Everyone wished him well.

There being no further business the Chair thanked everyone for their attendance and closed the meeting at **10.40am.**

Signed

Date

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Proposed Schools Forum Pre-Meeting and Meeting dates 2021-22

Pre-Meeting	Deadline for reports	Forum Meeting
Thursday 30 September 1pm	Monday 27 September	Thursday 14 October 4pm
Wednesday 5 January 1pm	Thursday 16 December	13 January 4pm
10 February 1pm	Monday 7 February	24 February 4pm
4 July 1pm	Wednesday 29 June	14 July 4pm

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