

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 17 JANUARY 2019**

Schools Members:

Headteachers:

Special (1)

Nursery Schools (1)

Primary (7)

Martin Doyle (Riverside)
Peter Catling (Woodlands Park)
Mary Gardener (West Green)
Steve McNicolas (St John De Vianney)
Emma Murray (Seven Sisters)
Will Wawn (Bounds Green)

Vacancy@1
Paul Murphy (Lancasterian)
Linda Sarr (Risley Avenue)

Secondary (2)

Primary Academy (1)

Secondary Academies (2)

Alternative Provision

(A) Andy Webster (Park View)
Sharon Easton (St Paul's and All Hallows)
(A) Gerry Robinson (Woodside)
Patricia Davies

Tony Hartney (Gladesmore)
(A) Michael McKenzie (Alexandra Park)

Governors:

Special (1)

Nursery Centres (1)

Primary (7)

Jean Brown (The Vale)
Melian Mansfield (Pembury)
Vacancy@1
Laura Butterfield (Coldfall)
(A) John Keever (Seven Sisters)
Lorna Walker (Rokesly Infants)

Zena Brabazon (Seven Sisters)
(A) Hannah D'Aguir (Chestnuts Primary)
(A) Jenny Thomas (Lordship Lane)

Secondary (3)

Primary Academy (1)

Secondary Academies (2)

Sylvia Dobie (Park View)
(A) Johanna Hinshelwood (Hornsey Girls)
Vacancy
Noreen Graham (Woodside)

Terry Sullivan (Park View)

Non School Members: -

Non-Executive Councilor

Trade Union Representative

Professional Association Representative

Faith Schools

14-19 Partnership

Early Years Providers

Cllr Daniel Stone
Pat Forward
Ed Harlow
(A) Geraldine Gallagher
(A) Kurt Hintz
Susan Tudor-Hart

Observers: -

Cabinet Member for CYPS

(A) Cllr Elin Weston

Also attending:

LBH Director of Children's Services
Chief Executive of Haringey Education Partnership (HEP)
LBH Assistant Director, Schools and Learning
LBH Assistant Director, Quality Assurance, Early Help & Prevention
LBH Head of SEN and Disability
LBH Head of Early Help and Prevention
LBH Head of Audit and Risk Management
LBH Head of Finance and Business Partners
LBH Finance Business Partner (Schools and Learning)
LBH Children's Accountant and Schools
LBH Service Improvement Manager
LBH Principal Education Welfare Officer
Head of Governor Services – HEP
HEP Clerk (minutes)

Ann Graham
James Page
Eveleen Riordan
(A) Gill Gibson
Vikki Monk-Myer
(A) Jennifer Sergeant
(A) Minesh Jani
Paul Durrant
Muhammad Ali
Shamila Ganeshalingam
(A) Karen Oellermann
Michael Welton
Carolyn Banks
Jonathan Adamides-Vellapah

(A) Apologies given

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 17 JANUARY 2019**

MINUTE No.	SUBJECT/DECISION	ACTION BY
1.	CHAIR'S WELCOME	
1.1	The Chair opened and welcomed everyone to the meeting.	
2.	APOLOGIES AND SUBSTITUTE MEMBERS	
2.1	Apologies: Received and accepted.	
2.2	Substitutions: None.	
2.3	Observers: Leslie Boodram: Heartlands CFO	
3.	DECLARATIONS OF INTEREST	
3.1	The were no new declarations of interest for items on the agenda.	
3a.	VARIATION TO THE AGENDA	
3a.1	The Members agreed to add to the agenda the Tuition Service update and this was recorded under item 8.4a.	
4.	MINUTES OF THE MEETINGS 06 DECEMBER 2018	
4.1	The minutes of the meeting on the 06 December 2018, subject to the agreed amendment to item 8, should read WORK PLAN 2018/19.	
5.	MATTERS ARISING 06 DECEMBER 2018	
5.1	There were no matters arising to note and updates were received under the agreed agenda items.	
6.	UPDATE ON DEDICATED SCHOOLS GRANT (DSG)	
6.1	The Head of Finance and Business Partners (Paul Durrant) presented the paper and noted that there are a number of items on the agenda and these will be taken separately. The Forum noted that the summary provided.	
6.2	<p>The Forum Chair opened the discussion and the following was noted:</p> <ul style="list-style-type: none"> • A deficit recovery plan will have to be submitted to ESFA as there is a £2.2 million deficit carry forward in the DSG to the next financial year and this can be attributed to the High Needs Block (HNB) overspend. • VMM noted that recovery plan is three-years, however the Forum noted discussed that given the scale of the deficit it would be more realistic to look at a five-year plan. • The Forum considered the requirement to re-focus the services provided by the HNB in the longer term, however the increase in medical diagnosis and the support needed by the HNB to support agreed Education Health and Care Plans (EHCPs) is forecasted not to diminish in the short-term. The Forum agreed there is a moral and statutory duty to provide support where required. • Viki Monk Myer (VMM) noted that how services will be provided in the longer term will be reflected in the deficit recovery plan and the ESFA were satisfied with the actions being considered. • The Forum considered if neighboring boroughs could be contacted and a joint position agreed, including letters to the Secretary of State. • The Forum noted that there would be no central Council funds to assists with the DSG deficit. • The Forum questioned the funds received by the HNB, including Health and Social Care. 	

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 17 JANUARY 2019**

	<ul style="list-style-type: none"> The Forum discussed that the £2.2 million overspend is actually £3.6 million as £1.4 million is the positive balances carried forward from the other blocks. The Forum noted the overall impact on the other blocks as there are no reserves and this affects for example the programmes planned by the Early Years Block, which will be difficult to implement and will now need to be revised. <p>AGREED: The Forum agreed that a joint approach with neighboring boroughs should be considered to outline the critical situation of the High Needs Block, and the need for additional resources required in addressing these needs and to tackle the deficits.</p>	Paul Durrant
6.4	<p>DSG Forecast 2018/19 Outturn and Reserves Position</p> <p>RESOLVED: The School Forum noted the forecast in-year closing position and the overspend on the DSG of £3.6m million.</p> <p>RESOLVED: The School Forum noted the brought forward reserves position of £1.4m surplus, calculated in conjunction with the in-year deficit position, leaving the DSG with a forecasted deficit of £2.2m, which will be carried forward into the 2019/20 budget.</p> <p>AGREED: A report will come back to the Forum on the deficit recovery plan.</p>	Paul Durrant
6.5	<p>DEDICATED SCHOOLS GRANT ALLOCATION</p> <p>The overview was provided and following noted:</p> <ul style="list-style-type: none"> There are challenges in meeting the requests received by the HNB for additional funding. An additional £625,000 has been agreed by the ESFA for 2019/20 and 2020/21. The agreed transfer of 0.25% from the Schools Block to the High Needs Block (circa £490,000) is earmarked to fund longer term service changes. The longer-term recovery plans for the HNB are being considered separately including the delivery of in-borough services that are needed to reduce the number of out of borough placements. An overall approach was required in early assessments and interventions being undertaken in the Early Years and this may enable support plans then EHCPs to be put in place, leading to less exclusions in the longer-term. <p>The Forum acknowledge the difficult decisions and work that is undertaken by the High Needs Block in providing the support needed.</p> <p>RESOLVED: The Schools Forum noted the changes to the local schools funding formula for 2019/20 in line with previously agreed proposals at the 06 December 2018 Forum meeting to:</p> <ol style="list-style-type: none"> Set the 2019/20 Growth Fund at £921,620. Transfer 0.25% in 2019/20 from the Schools Block to the High Needs Block. 	

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 17 JANUARY 2019**

6.6

ATTENDANCE AND WELFARE SERVICE

The Forum agreed at the last meeting agreed to receive a presentation on the service and agreed the de-delegation of the funding by the Primary and Secondary maintained schools.

The Clerk advised that the votes would be cast by eligible members will be by ballot for the Primary and Secondary maintained schools, following a request being received and agreed.

LBH Principal Education Welfare Officer (Michael Welton), was invited to present to the Forum. The Forum noted the following from the presentation and discussion:

- The presentation outlined the work of the service, including the intervention and the multi-agency work.
- The circulated paper detailed the work of Forum
- The service is valued and is seen as a hub of excellence.
- If the service was not to be funded a valuable contribution would be lost and the services provided will be harder to replace or replicate.
- The service builds on the statutory provision.
- Academies are charged for the additional service and maintained schools receive a reduced fee.
- Home schooling was discussed and the support this service provides.
- The expertise the service provides was discussed, and how schools would either need to employ additional expert staff and where required attend and present at court cases, if called upon.

The Forum debated why an annual plan is not presented, when it could be more effective to present a longer-term strategy that addressed the needs of the service and the schools. The annual request for de-delegation could then be considered against the agreed milestones, which are measurable and the outcomes presented to the Forum.

LBH Director of Children's Services (Ann Graham) thanked the Forum for reviewing the valuable work of the Service and agreed that a longer-term plan was required to provide an overview of how the funding was used to support the additional services provided. The Forum noted that the Service is valued and contributes to the wider intervention services.

RESOLVED: Maintained Primary Schools. Schools Forum representatives agreed to de-delegate funding for Attendance and Welfare Service.

RESOLVED: Maintained Secondary Schools. Schools Forum representatives agreed to de-delegate funding for Attendance and Welfare Service.

AGREED: A three-year plan for the Attendance and Welfare Service should be presented to the Forum at the 11 July 2019.

AGREED: LBH Assistant Director, Schools and Learning (Eveleen Riordan) will bring together representatives of the Forum in developing the three-year plan and volunteers should contact the Assistant Director.

Assistant
Director

Assistant
Director

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 17 JANUARY 2019**

7.	WORK PLAN 2018/19	
7.1	<p>The Forum noted the Work Plan and members were asked to email Carolyn Banks and with amendments or any items for consideration.</p> <p>AGREED: To add the Attendance and Welfare service three-year plan to the 11 July 2019 agenda and to the Work Plan 2018/19.</p>	Clerk
8.	UPDATE FROM WORKING PARTIES	
8.1	THE GROVE UPDATE	
8.1a	<p>The Head of SEN and Disability (Vikki Monk-Myer) provided the verbal update and the following was noted:</p> <ul style="list-style-type: none"> • The refurbishment of the building continues and is on track for the September 19 intake of pupils. • Updates will be provided from the High Needs Block on The Grove in the pre-opening phase. • A separate report will come to the Forum after The Grove has opened. 	
8.2	EARLY YEARS WORKING GROUP	
8.2a	<p>The Chair of the Working Group (Melian Mansfield) provided a verbal update and the Forum noted the group will be discussing the funding challenges and the readiness for school initiatives.</p> <p>AGREED: The Forum agreed for Mary Gardener to join the Working Group.</p>	
8.3	HIGH NEEDS BLOCK MEETING	
8.3a	<p>The Forum had been provided verbal updates as part of item 6, there were no minutes to review.</p>	
8.4	TUITION SERVICE	
8.4a	<p>The Chair of the Management Committee (Laura Butterfield) invited Patricia Davies to provide a verbal update, and the Forum noted that the service continues to address the challenges of service delivery and searching for suitable premises.</p>	
9.	ANY OTHER URGENT BUSINESS	
9.1	<p>Standing items. The Forum discussed the information received by the Forum and agreed an information only item section could be added.</p> <p>AGREED: Information only items agreed are:</p> <ul style="list-style-type: none"> • Schools Capital and expenditure. • Educational Programme and Grant applications. <p>The report will be provided by the LBH Director of Children's Services.</p> <p>ACTION: The Clerk will add an Information items to the agenda.</p>	Clerk
10.	DATES OF FUTURE MEETINGS	
	<ul style="list-style-type: none"> • 28 February 2019 • 11 July 2019 	
	As there was no further business the meeting closed.	