

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 28 FEBRUARY 2019**

Schools Members:

Headteachers:

Special (1)

Nursery Schools (1)

Primary (7)

Martin Doyle (Riverside)

Peter Catling (Woodlands Park)

(A) Mary Gardiner (West Green)

(A) Steve McNicholas (St John De Paul Murphy (Lancasterian)
Vianney)

(A) Emma Murray (Seven Sisters) Linda Sarr (Risley Avenue)

Will Wawn (Bounds Green)

(A) Andy Webster (Park View) Tony Hartney (Gladesmore)

Secondary (2)

Primary Academy (1)

Secondary Academies (2)

Alternative Provision

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

(A) Gerry Robinson (Woodside)

Patricia Davies

(A) Michael McKenzie (Alexandra Park)

Governors:

Special (1)

Nursery Centres (1)

Primary (7)

(A) Jean Brown (The Vale)

Melian Mansfield (Pembury)

Vacancy@1

(A) Laura Butterfield (Coldfall)

John Keever (Seven Sisters)

Zena Brabazon (Seven Sisters)

Hannah D'Aguir (Chestnuts Primary)

Elinor McDonald for Jenny Thomas

(Lordship Lane)

Secondary (3)

(A) Lorna Walker (Rokesly Infants)

Sylvia Dobie (Park View)

(A) Johanna Hinshelwood (Hornsey Girls)

(A) Terry Sullivan (Park View)

Primary Academy (1)

Vacancy

Secondary Academies (2)

Noreen Graham (Woodside)

Non School Members: -

Non-Executive Councilor

Cllr Daniel Stone

Trade Union Representative

Pat Forward

Professional Association Representative

Ed Harlow

Faith Schools

Nicola Purvis for Geraldine Gallagher

14-19 Partnership

Kurt Hintz

Early Years Providers

Susan Tudor-Hart

Observers: -

Cabinet Member for CYPs

(A) Cllr Elin Weston

Also attending:

LBH Director of Children's Services

Ann Graham

Chief Executive of Haringey Education Partnership (HEP)

James Page

LBH Assistant Director, Schools and Learning

Eveleen Riordan

LBH Assistant Director, Quality Assurance, Early Help & Prevention

(A) Gill Gibson

LBH Head of SEN and Disability

Vikki Monk-Myer

LBH Head of Strategic Commissioning Early Help and Culture

Ngozi Anuforo

LBH Head of Early Help and Prevention

(A) Jennifer Sergeant

LBH Head of Audit and Risk Management

Minesh Jani

LBH Head of Finance and Business Partners

Paul Durrant

LBH Finance Business Partner (Schools and Learning)

Muhammad Ali

LBH Children's Accountant and Schools

(A) Shamila Ganeshalingam

LBH Service Improvement Manager

(A) Karen Oellermann

LBH Principal Education Welfare Officer

(A) Michael Welton

Lead for Governor Services – HEP

Carolyn Banks

HEP Clerk (minutes)

Jonathan Adamides-Vellapah

(A) Apologies given

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MINUTE No.	SUBJECT/DECISION	ACTION BY
1.	CHAIR'S WELCOME	
1.1	<p>The Clerk called for a member of the Forum to take the Chair of the meeting. The members elected Will Wawn to Chair the meeting. Will Wawn accepted the Chair in lieu of Tony Hartney until his arrival. Will Wawn chaired Agenda item: 2, 3, 3a and 8.</p> <p>The Chair (Will Wawn) opened and welcomed everyone to the meeting and noted that the focus of the meeting will be receiving reports from Officers.</p>	
2.	APOLOGIES AND SUBSTITUTE MEMBERS	
2.1	Apologies: Received and accepted. Apologies for lateness: Tony Hartney.	
2.2	Substitutions: Nicola Purvis for Geraldine Gallagher and Elinor McDonald for Jenny Thomas.	
2.3	Observers and Guests: Jerry Burton, Mazars	
3.	DECLARATIONS OF INTEREST	
3.1	There were no new declarations of interest for items on the agenda.	
3a.	VARIATION TO THE AGENDA	
3a.1	The Forum agreed to vary the agenda and received the update on agenda item: 8, Update on Early Years Budget Pressures 2019-20 ahead of all other items.	
4.	MINUTES OF THE MEETINGS 17 JANUARY 2019	
4.1	The minutes of the meeting on the 17 January 2019 were approved as a true record.	
5.	MATTERS ARISING 17 JANUARY 2019	
5.1	6.2 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. (Paul Durrant). UPDATED: Ongoing discussions are taking place.	
	6.4 A report will come back to the Forum on the deficit recovery plan. Paul Durrant. UPDATED: Ongoing action.	Fin
	6.6 A three-year plan for the Attendance and Welfare Service should be presented to the Forum at the 11 July 2019. Assistant Director. Completed.	AD (S &L)
	6.6 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 – Completed.	
	7.1 To add the Attendance and Welfare service three-year plan to the 11 July 2019 agenda and to the Work Plan 2018/19. Clerk – Completed.	Fin
	9.1 Information only items agreed are: <ul style="list-style-type: none"> • Schools Capital and expenditure. 	

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	<ul style="list-style-type: none"> Educational Programme and Grant applications. <p>The report will be provided by the LBH Director of Children's Services. ACTION: The Clerk will add information items to the agenda. Clerk Completed.</p>	
6.	THE SCHOOLS INTERNAL AUDIT PROGRAMME	
6.1	<p>Head of Audit and Risk Management (Minesh Jani) and the Mazars representative (Jerry Burton) presented the report and overview, which was noted by the Forum.</p> <p>The Forum noted that training has been provided and a summary report will be presented at the July 2019 meeting.</p>	Clerk
	RESOLVED: The Schools Forum noted the planned programme of internal audit work for 2019-20.	
7.	EARLY HELP AND PREVENTATIVE SERVICES UPDATE	
7.1	ACTION: The Forum agreed to defer to the next appropriate meeting the Early Help and Preventative services update.	Clerk
8.	UPDATE ON EARLY YEARS BUDGET PRESSURES 2019-20	
8.1	<p>The Head of Strategic Commissioning Early Help and Culture (Ngozi Anuforo) presented an overview of the paper, which was discussed by the Forum. The following was noted:</p> <ul style="list-style-type: none"> The funding for Early Years remains unchanged for 2019/20. The funding for three and four-year old's is £5.66. The funding for two-year old's is £5.66. The £5.66 is comparative to neighbouring outer London boroughs, however funding for schools is received at the inner London rate. There are no reserves within the Early Years block, as these have been used to support the overall DSG deficit generated by the High Needs Block. There have been meetings with all providers in the sector over the past two years to work through the funding changes. 	
	<p>The Forum noted the following:</p> <ul style="list-style-type: none"> Meetings continue to be held with the ESFA and DfE on raising the case for Inner London funding for Early Years. The Heads of Early Years across the sector in London have their regular forum meetings and continue to raise issues concerning the funding of the services and the importance of early years intervention and inclusion. The Director of Children's Services continues to engage with all concerned including Government Ministers to raise issues, which include the funding of all education services. The work continues to ensure that the Section 251 census returns that directly impact funding are accurate. PVI providers may not be able to sustain the 2-year-old provision as the ratio for adult to child is 1 to 3, compared to the 3 to 4-year-old provision where the ratio is 1 to 4. This is effectively a 25% reduction in pay and funding to provide the 2-year-old provision. 	

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	<ul style="list-style-type: none"> Concerns that should providers decline to provide the 2-year-old provision, some of the most vulnerable in the borough may not be supported. <p>ACTION: An update on the Early Years Block to be added to the work plan.</p> <p>ACTION: An additional Schools Forum meeting to take place on the 23 May 2019. Clerk to circulate date.</p>	Clerk
	<p>RESOLVED:</p> <ol style="list-style-type: none"> The indicative funding for the Early Years Block in 2019-20, was noted. The proposed allocation of the Early Years Block for 2019-20 was agreed. The proposed budget allocation for centrally retained funds for 2019-20 was noted and agreed. The challenges and priority actions for 2019-20 was noted. 	
9.	<p>UPDATE ON HIGH NEEDS BLOCK BUDGET PRESSURES 2019-20</p>	
9.1	<p>Head of SEN and Disability (Vikki Monk-Myer) presented an overview to the Forum and the following was noted:</p> <ul style="list-style-type: none"> The funding within the block is under pressure. There have been conversations with the ESFA about the overspend within the block and how the deficit can be resolved. There is a forecasted deficit for 2019/20 and a licensed deficit from the ESFA will be applied for. There are strategies in place to ensure the needs of SEND children in Haringey are available within the Borough. The Alternative Provision review includes how to serve the emerging SEMH needs. <p>The Forum thanked the Officers, Staff and Working Party members for their work during these challenging times with budget pressures.</p> <p>ACTION: Head of SEN and Disability (Vikki Monk-Myer) will review with finance colleagues if a benchmarking report can be provided showing the High Needs Block spend in Haringey against neighboring Boroughs. The report should include where possible national, regional and sector benchmarks. The report to come to the July 2019 meeting.</p>	V Monk-Myer & P Durrant
	<p>RESOLVED:</p> <ol style="list-style-type: none"> The Schools Forum noted the budget position for 2018/19, the pressures and agreed actions taken to mitigate the pressures. The Schools Forum agreed the budget proposals for 2019/20. 	
10.	<p>UPDATE ON THE GROWTH FUND POSITION 2019-20</p>	
10.1	<p>Finance Business Partner: Schools and Learning (Muhammed Ali) presented the report, which was discussed and noted by the Forum. The following was noted from the discussions:</p> <ul style="list-style-type: none"> The Forum reviewed if the assumptions and calculations used were valid. Officers will review the formulas and re-visit the information received. 	

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	<ul style="list-style-type: none"> The Forum discussed the administrative processes required to recoup growth fund payments from academies. The Forum noted that Welbourne Primary is on the list to have growth funding, however, there has been a consultation to reduce the PAN. The Assistant Director (Eveleen Riordan) advised that currently the admission data received showed that there is a need for school places at Welbourne. The need for the Welbourne PAN will be clarified after the school offers have been made and an update provided at the July meeting. 	AD (S & L)
	<p>RESOLVED: The Members noted for information the total cost of 2019/20 Growth Fund.</p> <p>NOTED: For members to provide their view to the Assistant Director on seeking further guidance from the ESFA about funding academies on the same basis as the council funds its schools to avoid funding recoupment every year.</p>	
11.	WORK PLAN 2019-20	
11.1	The Forum noted the Work Plan and members were asked to email Carolyn Banks and with amendments or any items for consideration.	
12.	UPDATE FROM WORKING PARTIES	
12.1	THE TUITION SERVICE AND THE GROVE UPDATE	
12.1a	The Forum noted that a report will come to the July meeting on the Alternative Provision review	Clerk for agenda
12.2	EARLY YEARS WORKING GROUP	
12.2a	The Chair of the Early Years Working Group (Melian Mansfield) advised that Group has met and raised concerns over the Early Years funding. The Group will meet again on the 1 April 2019.	
12.3	HIGH NEEDS BLOCK MEETING	
12.3a	There were no further updates.	
13.	INFORMATION ITEMS/OTHER	
13.	The information items circulated.	
14.	ANY OTHER URGENT BUSINESS	
14.1	Schools Budgets. The Forum thanked the Finance Team for circulating the Budgets to Schools. ACTION: Paul Durrant to send the budgets to HEP (Carolyn Banks) for circulation to Governing Board Chairs and Clerks. ACTION: Paul Durrant to send the PVI providers their budgets when completed.	P Durrant P Durrant
15.	DATES OF FUTURE MEETINGS	
	<ul style="list-style-type: none"> 23 May 2019 – additional meeting date 11 July 2019 	Clerk
	As there was no further business the meeting closed.	