

**MINUTES OF THE SCHOOLS FORUM MEETING  
THURSDAY 14 JANUARY 2021 AT 4pm**

<b>School Members</b>		
<b>Headteachers</b>		
<b>Special (1)</b>	Martin Doyle (Riverside)	
<b>Nursery Schools (1)</b>	Peter Catling (Woodlands Park)	
<b>Primary (7)</b>	(A) Mary Gardiner (West Green) Represented by :	*Michelle Randles
	Stephen McNicholas (St John Vianney)	Paul Murphy (Lancasterian)
	Emma Murray (Seven Sisters)	Linda Sarr (Risley Avenue)
	Will Wawn (Bounds Green)	
<b>Secondary (2)</b>	Andy Webster (Park View)	Tony Hartney (Gladesmore)
<b>Primary Academy (1)</b>	(A) Simon Knowles (LDBS Academies Trust)	
<b>Secondary Academies (2)</b>	Vacancy	Michael McKenzie (Alexandra Park)
<b>Alternative Provision (1)</b>	Gerry Robinson	
<b>Governors</b>		
<b>Special (1)</b>	Jean Brown (The Vale)	
<b>Nursery Centres (1)</b>	Melian Mansfield (Pembury)	
<b>Primary (7)</b>	Laura Butterfield (Coldfall)	
	Hannah D'Aguiar (Chestnuts Primary)	John Keever (Seven Sisters)
	*Jenny Thomas (Lordship Lane)	Julie Davies (Tiverton)
	Vacancy	
<b>Secondary (2)</b>	Vacancy	Vacancy
	Sylvia Dobie (Park View)	
<b>Primary Academy (1)</b>	Vacancy	
<b>Secondary Academies (3)</b>	Noreen Graham (Woodside)	Vacancy
<b>Non-School Members</b>		
<b>Non-Executive Councillor</b>	Cllr Daniel Stone	
<b>Trade Union Representative</b>	Paul Renny	
<b>Professional Association Representative</b>	Ed Harlow	
<b>Faith Schools</b>	*Geraldine Gallagher	
<b>14-19 Partnership</b>	*Kurt Hintz	
<b>Early Years Providers</b>	Susan Tudor-Hart	
<b>Observers</b>		
Dame Claudine Duberry Resident and Director of Taking Positive Steps		
<b>Cabinet Member for CYPS</b>	Cllr Amin	
<b>Also Attending</b>		
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	Nathan Jones	
LBH Head of Strategic Commissioning, Early Help & Culture	*Ngozi Anuforo	
LBH Assistant Director Commissioning	Charlotte Pomery	
LBH Head of Early Help & Prevention	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	
Asst Director Early Years Help and SEND	Ann Marie Dodds	

(A) = Apologies given

\* = Asterisk denotes absence

ITEM NO.	SUBJECT / DECISION	ACTION ASSIGNED TO
<b>1.</b>	<b>CHAIR'S WELCOME</b>	
1.11.2	The Chair, Tony Hartney, welcomed everyone present to the meeting.	
<b>2.</b>	<b>APOLOGIES ,SUBSTITUTE MEMBERS AND OBSERVERS</b>	
2.1	Apologies were received from: Simon Knowles and Mary Gardiner. It was noted that substitute member Angela Mc Nicolas was representing Mary Gardiner.	
2.2	It was noted that Dame Claudine Duberry was in attendance as an observer. The Chair introduced Dame Duberry to the meeting.  One member requested an introduction to Dame Duberry. Dame Duberry confirmed that she is a Haringey Resident and Director of the charity Taking Positive Steps that works with pupils excluded from schools.	
2.3	It was noted that that the composition of membership would be reviewed in June 2021	<b>NA - Clerk</b>
<b>3</b>	<b>DECLARATIONS OF INTEREST</b>	
3.1	None were made	
<b>4</b>	<b>MINUTES OF THE MEETING ON 3 DECEMBER 2020</b>	
4.1	The Minutes were approved as an accurate record of the meeting, subject to the minor amendments below:	
4.2	<b>7.2.20 Page 6</b> <b>First bullet point – addition</b> <i>Any unspent funds from the end of quarter 4 should be re-profiled from January - March into the APT. ACTION NA - Clerk</i>	<b>NA – Clerk</b>
4.3	<b>7.2.3 – Accuracy</b> <b>Charges</b> should be replaced with changes <b>ACTION NA - Clerk</b>  Clarification was requested on when the move to hard formula would take place either 2022-23 or 2023-24.  MA confirmed that is most likely to be 2022-23 and explained that the DfE have not confirmed the position to date. An update will be provided at the next Forum meeting. <b>ACTION BS/MA/KB</b>  It was agreed that the minutes would be amended to indicate this.	<b>NA- Clerk</b>       <b>BS/MA/KB</b>   <b>NA - Clerk</b>

<b>5</b>	<b>MATTERS ARISING</b>	
	Members were asked to speak out if there were any matters arising.	
<b>5.1</b>	<b>Governor representation</b> The Clerk raised this under Item 6. Forum Membership as below.	
<b>6</b>	<b>FORUM MEMBERSHIP</b>	
<b>6.1</b>	<p>There had been secondary school governor who had come forward to express and interest in being appointed as a result of governor vacancies on Schools Forum being raised with the Secondary Governors Group.</p> <p>The details of the governor had been forwarded to both the Chair and Melian Mansfield (MM) of the Haringey Governors Association (HGA). In line with the constitution all governors of the particular sectors with vacancies will need to be invited to come forward for nomination. MM will send the Clerk a letter to be circulated to Chairs of Governors to be circulated to all governors calling for nominations for the vacant posts and voluntary placements. <b>ACTION MM (HGA)</b></p>	<b>MM (HGA)</b>
<b>7</b>	<b>Arrangements for the use of pupil referral units and the education of children otherwise than at school</b>	
<b>7.1</b>	<p>The item had been included on the agenda as there had not been enough time to cover the report and questions at the last meeting.</p> <p>CP led the item in the absence of NA.</p>	
<b>7.2</b>	<p>It was reported that considerable work had been carried out on the model of change to set up the Haringey Learning Partnership which brought all pupil referral provision under one DfE number with the following houses:</p> <ul style="list-style-type: none"> <li>• Commerce House – formerly Octagon Academy</li> <li>• Pulford House – formerly Haringey Tuition Service</li> <li>• Simmons House – unchanged</li> <li>• Key Stage 4 – Virtual roll</li> </ul>	
<b>7.3</b>	<p>CP explained that there is still further work to be done with an increase of exclusions and the effects of the pandemic on pupils including anxiety and stress.</p>	
<b>7.4</b>	<p>The paper also outlines investment opportunities, expansion has taken place in the secondary outreach provision with the appointment of a new member of staff.</p>	
<b>7.5</b>	<p>Further work is being carried out to extend the primary sector outreach service position The budget for this is being reviewed. A commitment has been made to extend the offer, this is taking place through budget change.</p>	

7.6	The development of secondary nurture hubs has taken place around school localities, stack stopping of the investment has taken place with regards to budgets to ensure that schools do not lose out the pilots are successful in terms of working differently with the pupils at risk of exclusion as needs start to develop.	
7.7	Work needs to be carried out with the SEMH specialist provision, to ensure there is a long term offer for in borough pupils and ensuring that pupils in borough have support and the work that is being carried out in Pulford House.	
7.8	<p>An investor save model is being looked at. There is a lot of work to be done including working together with partners. It is an ambitious project.</p> <p>A capital strategy is being looked at for the model for change.</p>	
7.9	<p>The Chair and members presented thanked CP for her report. The Chair invited members to raise questions or make comment.</p> <p>One member highlighted that the budget is closely linked with the High Needs Overspend and it was important to introduce a plan or formula to reduce the overspend. She also emphasised the importance of secondary headteachers being in support of the model for change.</p> <p>CP did confirm that the paper was brought to the forum as the budget is closely linked to the High Needs Block pressures and deficit recovery plan.</p> <p>One member commented that he found it difficult to extract the trajectory line of the current position and the future success criteria.</p> <p>CP agreed to share the programme plan with the member and the milestones. There is an AP Programme delivery board that reviews milestones.</p> <p>An observer asked if there was a tracking system for the children who are vulnerable and excluded from schools and how it worked.</p> <p>CP confirmed that the Alternative Provision (AP) is aware of the excluded pupils.</p>	
7.10	GR presented a diagram with the structure of the AP she explained that there is now a single point of access to the Haringey Learning Partnership (HLP), where individual cases are discussed and allocated within the AP. There is a weekly multi agency meeting. Previously there were enquiries to different services from Headteachers, the single point of access has helped with recommendations from Headteachers for placements in any part of the HLP..	

7.11	GP highlighted that an investor save model is required to ensure that pupils are not sent to expensive out of borough provision.	
7.12	She explained that the new Secondary outreach had been introduced with early intervention to prevent situations escalating. There is also a clear tracking system.	
7.13	She reported that attendance has increased from 67 – 97%. There have been 17 re-integrations into mainstream schools. The support from Headteachers has been helpful to re-integrate pupils.	
7.14	<p>GR invited Forum Members to visit Commerce House after the pandemic.</p> <p>One member asked why there was a plan in Section 4.1 of the report for independent provision.</p> <p>CP confirmed that although the strategy is to retain provision in borough there can be cases that need to be placed in out of borough provision.</p> <p>The Chair thanked GR, CP and the team for all the work that had taken place.</p>	
8	<b>DEDICATED SCHOOLS BUDGET</b>	
8.1	<b>Central School Services Block review</b>	
8.1.2	<p>The report had been tabled in response to a request from the forum for the use of CSSB funding.</p> <p>BS explained that the report includes:</p> <ul style="list-style-type: none"> <li>• A detailed breakdown of the use of the CSSB funding and the services that it supports</li> <li>• The proposed allocation by the council on core services including the provision split between the LA and the Haringey Education Partnership</li> <li>• The proposed funding indicated by the HEP will remain unchanged</li> <li>• The split between in-year revision to the spending allocation with the shortfall to the council</li> <li>• The indicative reduction of £73,723 in the CSSB grant for 2021-22, which will fall to the council, services are being reviewed to be more sustainable in view of the likely shrinking CSSB budget in the future.</li> </ul>	
8.1.3	<p>The Chair invited members to ask questions:</p> <p>One member asked if the lines of expenditure in the report were included in ongoing responsibilities and not historic commitments.</p> <p>BS confirmed that the lines were included in ongoing responsibilities.</p>	

	<p>One member thanked BS for his report and asked if the proposals had been approved by DCS as there is a duty to inform Schools Forum and not consult, if there was a likelihood that this could be overturned as the HEP had taken a reduction in funding last year. In terms of the funds being LA funds.</p> <p>AG confirmed that this is the final position and the LA will absorb the costs this year, but it will be reviewing arrangements with the forum. The LA will be seeking an equitable split of funding allocations going forward.</p> <p>One member requested clarification on the reduction in finances for Looked After Childrens placements, requesting whose responsibility CSSB or Haringey general fund.</p> <p>BS explained there are two elements to Looked After Children Funding: The LA Social care aspect and also the education of the pupils. This is not clear cut . Review of this has taken place £800K has remained unchanged, however the number of pupils has increased. The LA only gets the funding from DGS and the remainder is funded from the Haringey general fund.</p>	
<b>8.2</b>	<b>Outturn forecast 2020-21</b>	
<b>8.2.1</b>	KB explained that the predicted DSG forecast financial position for the financial year 2020-21 at period 8 will be £5.335m, with the High Needs Block continuing to be the main pressure to the DSG with a deficit carried forward of £15m.	<b>BS/KB/MA</b>
<b>8.2.3</b>	The paper also mentioned the deficit recovery plan. The Secretary of state will have the option to impose specific conditions.	
<b>8.2.4</b>	The output from the deficit recovery plan meetings will be reported at the next Schools Forum. <b>ACTION BS/KB/MA</b>	
<b>8.2.5</b>	<p>One member asked if the indicative funding allocation for 2021-22 takes into account the funding allocation for the early years block in terms of the reduction in funding/claw back with the new nursery headcount rules for the Spring Term.</p> <p>KB confirmed that the reduction in funding/claw back with the new nursery headcount rules for the Spring Term will be taken into account.</p>	
<b>8.3</b>	<b>Local funding formula for 2021-22 and Deficit Recovery Plan (DSG)</b>	
<b>8.3.1</b>	KB explained that the paper was in response to the report presented at the last Schools Forum Meeting.	

<p>8.3.2</p>	<p>KB outlined the LA recommendations as:</p> <ul style="list-style-type: none"> <li>• Growth fund to be set at £1.1 million for the financial year 2021-22</li> <li>• Maintain a 0% transfer to the High Needs Block</li> <li>• The Minimum Funding Guarantee (MFG) remains between +0.5% and +2.0% per pupil and is set at +1.98%</li> <li>• Block transfer of £122,000 Education Welfare Services budget to Central block</li> <li>• £60K to be provided for the Split Site for the single Nursery School in the borough with a split site</li> <li>• De-delegation of £132K for Trade Union Representation</li> </ul> <p>There was also a note included for the forum to propose alternative options.</p>	
<p>8.3.3</p>	<p>KB requested that the forum either takes a vote on the recommendations or recommends alternative.</p>	
<p>8.3.4</p>	<p>The Chair requested comments from Forum members and confirmed that the Schools Forum needed to make a decision based on the report and the results of the consultation.</p>	
	<p>One member commented that the proposed recommendations were related to maintained schools and only maintained school members could vote on this.</p>	
	<p>The Chair requested clarification from officers if Schools Forum members were being asked to vote based on the results of the consultation.</p>	
<p>8.3.5</p>	<p>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 maintained members and the last recommendation would be voted separately by secondary and primary school members.</p>	
<p>8.3.6</p>	<p><b>Growth fund to be set at £1.1 million for the financial year 2021-22</b></p>	
	<p>One member raised that unspent money needed to be rolled out through the APT.</p>	
	<p>MA confirmed that this would be brought back to Schools Forum.</p>	
	<p><b>ACTION : BS/KB/MA</b></p>	<p><b>BS/KB/MA</b></p>
	<p><b>The votes cast for this motion were:</b></p>	
	<p>7 votes in favour</p>	
	<p>No votes against</p>	
	<p><b>The item was agreed unanimously.</b></p>	

8.3.7	<p><b>Maintain a 0% transfer to the High Needs Block</b></p> <p><b>The votes cast for this motion were:</b>  4 votes in favour  No votes against  <b>This item was agreed unanimously</b></p>	
8.3.8	<p><b>The Minimum Funding Guarantee (MFG) remains between +0.5% and +2.0% per pupil and is set at +1.98%</b></p> <p><b>The votes cast for this motion were:</b>  4 votes in favour  No votes against  <b>This was agreed unanimously</b></p>	
8.3.9	<p><b>Block transfer of £122,000 Education Welfare Services budget to Central block</b></p> <p><b>The votes cast for this motion were:</b>  7 votes in favour  No votes against  <b>This was agreed unanimously</b></p>	
8.3.10	<p><b>£60K to be provided for the Split Site for the single Nursery School in the borough with a split site</b></p> <p><b>The votes cast for this motion were:</b>  7 votes in favour  No votes against  <b>This was agreed unanimously</b></p>	
8.3.11	<p><b>De-delegation of £132K for Trade Union Representation</b></p> <p><b>Primary Maintained Schools</b>  <b>The votes cast for this motion were:</b>  6 votes in favour  No votes against  <b>This was agreed unanimously</b></p> <p><b>Secondary Maintained Schools</b>  <b>The votes cast for this motion were:</b>  3 votes in favour  No votes against  <b>This was agreed unanimously</b></p>	
9	<b>Schools in Financial Difficulty Programme Update</b>	
9.1	<p>BS explained the report is being tabled in response to the request made at the last Schools Forum meeting for a cost benefit analysis and a report on the impact on schools. The report outlines the benefits of the programme with three case studies.</p>	



9.2	He also reported that surveys were carried out on Survey Monkey to obtain feedback on the programme. Overall there has been a satisfactory or very satisfactory and positive feedback from schools and governors.	
9.3	The team have been improving internal systems and in addition clear systems have been put in place to assist School Business Managers to track and report on expenditure.	
9.4	BS confirmed that that the Schools in Financial Difficulty Programme will end next year, following the decision made at Schools Forum to no longer have a separate budget for schools in financial difficulty.	
10	<b>Early Help and Preventative Services Update</b>	
10.1	This update was brought forward from the previous Schools Forum Meeting on 3 <sup>rd</sup> December 2020. MC presented his update and invited members to email him with any questions.	
10.2	He explained that the presentation gives a breakdown of the Early Help budget and an overview of the service for the last 12 months.	
10.3	He highlighted that the Early Help service is funded as below: <ul style="list-style-type: none"> <li>• <b>DSG - £1230.00</b></li> <li>• <b>Troubled Families - £1091.00</b></li> <li>• <b>General Fund -£1164.00</b></li> </ul>	
10.4	The youth service predominately takes troubled families and general fund The per child funding allocated is : £1458	
10.5	There has been a 14% rise of service take up from April to December 2020, with the pandemic particularly in the West of the borough. A further increase in referrals is anticipated with tougher restrictions and further lockdowns. Many families in Muswell Hill, Crouch End and Highgate who work in the arts or are self-employed are struggling financially. There has also been an increase in the four key indicators of domestic abuse, child and adult mental health concerns, child abuse and families in financial crisis.	
10.6	In addition MC reported that : <ul style="list-style-type: none"> <li>• Towards the end of last year 56% of families had outcomes achieved.</li> <li>• The service aims to ensure that the number of families disengaging reduces.</li> <li>• There is an expectation that by March 2021 assessments are completed in a timely manner.</li> <li>• It was reported that the NEET position has improved, last year Haringey was joint bottom with DfE intervention. This has</li> </ul>	

	<p>progressed with Haringey being above the London average and being out of the 5<sup>th</sup> quintile.</p> <ul style="list-style-type: none"> <li>• The outcomes and impact of the work is now monitored closely.</li> <li>• The Early Help panel has been reviewed, there have been over 100 cases heard since inception</li> <li>• Early intervention /contextual safeguarding work has been taking place</li> </ul>	
10.7	<p>The Chair thanked MC for his report and for the positive work that has been carried out and invited questions from members.</p> <p>One member asked how the funding from the High Needs Block into the Early Help budget is decided and suggested it should be reviewed. He explained that special school children wouldn't go to Early Help.</p> <p><b>Another member commented that it was a historic amount the original rationale that High Needs Block funding was originally intended to prevent matters progressing further.</b></p>	
10.8	<p><b>Members agreed that it should be reviewed by the High Needs Block working party. ACTION : MD/NJ</b></p> <p>AG agreed that the strategy needs to be reviewed. MC confirmed that the draft strategy has been taken to Primary Headteachers.</p>	MD/NJ
11	<b>Scrutiny Panel Restructure</b>	
11.1	<p>It was agreed that this item will be deferred to the next Schools Forum Meeting as ER had given apologies to take an urgent telephone call.</p> <p><b>ACTION: ER lead item on Scrutiny panel restructure at the next meeting.</b></p>	ER
12	<b>Updates from working parties</b>	
12.1	<p><b>Early Years</b></p> <p>MM reported that a meeting had taken place. She reported that EY settings had not been funded adequately and had remained open during the lockdown. The settings had remained open for vulnerable pupils like mainstream schools. Many pupils were not attending as parents did not want them to attend. There were concerns that there will be 50% less places with serious financial implications. The government had not funded early years settings.</p>	
12.2	<p>Another member confirmed that there were inconsistencies as some settings remain open with a number of pupils whilst others have needed to close.</p>	
12.3	<p>A member commented that the DfE had confirmed that it would fund Early Years settings if they remained open for all pupils.</p>	

12.4	CP confirmed that the Leader of the Council had written to the government and the LA had been lobbying to ensure settings stay open.	
12.5	One member commented that some settings will need to take into consideration staffing levels and if there was less than a third of staff at work settings can close under section 44..	
12.6	EH – Trade Union representative requested that members contact him if his advice is required.	
12.7	<p><b>High Needs</b></p> <p>MD reported that the working party met on 30<sup>th</sup> November 2020. The minutes had been circulated and were a precursor to the report tabled by NJ at the last forum meeting. The main items discussed were:</p> <ul style="list-style-type: none"> <li>• High expenditure on the out of borough SEMH and autism places</li> <li>• The high number of pupils on EHCP</li> <li>• Budget recovery bigger picture – which continues to be a concerning position</li> <li>• Haringey continues to be in the middle particularly in comparison to other London LAs</li> </ul>	
12.8	<p>One member raised that social care officers are not present at review meetings for older meetings.</p> <p>NJ confirmed that work is taking place to ensure all stakeholders are involved.</p> <p>Members highlighted the importance of adult social care being present.</p>	
14.	<b>ANY OTHER URGENT BUSINESS</b>	
14.1	PC confirmed that there is a Primary Headteacher vacancy on the Early Years working group. Representation on the group is particularly important at present. The Early Years working party will raise this with some Headteachers who may be interested. <b>ACTION : MM</b>	<b>MM</b>
15.	<p><b>DATE OF FUTURE MEETINGS</b></p> <ul style="list-style-type: none"> <li>• 25 February 2021</li> <li>• 24 June 2021</li> </ul>	

There being no further business the Meeting closed 5.50pm

## SUMMARY OF ACTIONS

ITEM	ACTION	FOLLOW UP
<b>4.2</b>	7.2.20 Page 6 Addition : Any unspent funds from the end of quarter 4 should be re-profiled from January - March into the APT	<b>NA- Clerk</b>
<b>4.3</b>	Provide an update on the move to the hard funding formula and confirm if the time frame will be either 2022-23 or 2023 - 2024	<b>BS/MA/KN</b>
<b>4.3</b>	Amend the minutes of the meeting on 3 December as follows: <ul style="list-style-type: none"> <li>• <b>7.2.3 – Accuracy</b> Charges should be replaced with <b>changes</b></li> <li>• Confirm the timeframe for the move to the hard funding formula</li> </ul>	<b>NA - Clerk</b>
<b>6.1</b>	Send the Clerk a letter to be circulated to Chairs of Governors to be circulated to all governors calling for nominations for the vacant posts and voluntary placements	<b>MM (HGA)</b>
<b>8.2.4</b>	Report on the output from the deficit recovery plan meetings	<b>BS/KB/MA</b>
<b>8.3.6</b>	Update on unspent funds from growth fund being rolled out through the APT.	<b>BS/KB/MA</b>
<b>10.8</b>	Review funding arrangements from the High Needs Block into the Early Help budget	<b>MD/NJ</b>
<b>11.1</b>	Lead an item on the Scrutiny Panel restructure	<b>ER</b>
<b>14.1</b>	Circulate a request to Primary Headteachers for a representative on the Early Years working group	<b>MM</b>