

MINUTES OF HARINGEY'S SCHOOLS FORUM MEETING THURSDAY 13 OCTOBER 2022 AT 4PM

Attendance

School Members		
Headteachers		
Special (1)	Martin Doyle (Riverside)	
Nursery Schools (1)	Sian McDermott	
Primary (7)	Mary Gardiner (West Green)	Michelle Randles - maternity leave Substitute member Angela McNicholas (Our Lady of Muswell)
	Stephen McNicholas (St John Vianney)	Paul Murphy (Lancasterian)
	Ian Scotchbrook (South Haringey)	Linda Sarr (Risley Avenue)
	Will Wawn (Bounds Green)	
Secondary (2)	(A) Andy Webster (Park View)	(A) Kuljit Rahelu (Hornsey School for Girls)
Primary Academy (1)	(A) Simon Knowles (LDBS Academies Trust)	
Secondary Academies (3)	Michael McKenzie (Alexandra Park)	(A) Andela Wallace (Woodside High)
	Vacancy	
Alternative Provision (1)	(A) Gerry Robinson	
Governors		
Special (1)	Jean Brown (The Vale) – Substitute member Phil Di Leo	
Nursery School (1)	Melian Mansfield (Pembury)	
Primary Maintained (7)	(A) John Keever (Seven Sisters)	Dan Salem (Muswell Hill Primary)
	Andrew Willett (Willow Primary)	Alex MacAskill (West Green Primary)
	Helen Froggatt (St Aidan's Primary)	(A) Jenny Thomas (Lordship Lane)
	Vacancy	
Secondary Maintained (3)	Laurence Penn (Highgate Wood)	Vacancy
	Sylvia Dobie (Park View)	
Primary Academy (1)	Vacancy	
Secondary Academies (3)	Vacancy	Vacancy
	Vacancy	
Alternative Provision (1)	Laura Butterfield	
Non-School Members		
Non-Executive Councillor	Cllr Ibrahim Ali	
Trade Union Representative	(A) Paul Renny	

Professional Association Representative	Ed Harlow	
Faith Schools	(A) Geraldine Gallagher	
14-19 Partnership	Kurt Hintz	
Early Years Providers	Susan Tudor-Hart	
Observers		
None		
Cabinet Member for CYPS		
Cllr Zena Brabazon		
Also Attending		
LBH Director of Children's Services	Ann Graham	
LBH Assistant Director, Schools & Learning	Eveleen Riordan	
LBH Head of Strategic Commissioning, Early Help & Culture	Ngozi Anuforo sabbatical leave Substitute member Julia Bleet (Early Help commissioning)	
LBH Interim Schools Finance Manager	Brian Smith	
LBH Asst Director Early Help, Prevention and SEND Division	Jackie Difolco	
Lead for Governor Services (HEP)/Clerk (Minutes)	Anne Etchells & Corinne David	

(A) Denotes absent

1. CHAIR'S WELCOME

- 1.1 The Chair welcomed everyone to the meeting, particularly it being the first in person since early 2020. The Chair recommended that members provided introductions.

2. APOLOGIES, SUBSTITUTE MEMBERS AND OBSERVERS

- 2.1 The Clerk confirmed that apologies for absence had been received from:

- Andy Webster (Park View - Headteacher)
- Kuljit Rahelu (Hornsey School for Girls - Headteacher)
- Angela Wallace (Woodside High - Headteacher)
- John Keever (Seven Sister - Governor)
- Chidi Okwesilieze (LBH Head of Haringey HR)
- Josephine Lyseight (LBH Head of Finance)
- Mary Jarrett (LBH Head of Service, Integrated SEND)
- Muhammad Ali (LBH Finance Business Partner)
- Minesh Jani (LBH Head of Audit and Risk Management)
- James Page (Chief Executive of HEP)

- 2.2 The Clerk confirmed that apologies for lateness were received from:

- Andrew Willett (Willow – Governor)
- Gerry Robinson (HLP – Executive Headteacher)

- 2.3 The Clerk confirmed that Angela McNicholas would substitute for Michelle Randles and Phil Di Leo would substitute for Jean Brown.

3. DECLARATIONS OF INTEREST

- 3.1 No declaration of interest were made in respect of any of the agenda items.

4. MINUTES OF THE MEETING OF 14 July 2022

- 4.1 The minutes of the Schools Forum meeting held on 14 July were **AGREED** and **RATIFIED** as a correct record, subject to one matter of accuracy:

- Item 9a.2 DSG allocation. The Central services block has reduced by 2.5%, not 2%.

4.2 Matters arising

4.2.1 Item 7.1 School Improvement Brokering Grant consultation

Chair to check with Eveleen Riordan if the outcome of the School Improvement Brokering Grant consultation had been raised with the two Haringey MPs.

4.2.2 Item 9a.12 EYB Surplus

Updates provided under items 6.1 and item 8 on the agenda.

4.2.3 Item 9b.5 National funding Consultation

The Chair had emailed all schools about responding to the national funding consultation, with a sample response he had drafted. The Chair thanked Brian Smith for his work and support, as well as providing Haringey's LA response.

4.2.4 Item 11.1a Work Plan

Members had informed Corinne David or Will Wawn if circumstances had changed and were unable to continue on Schools Forum.

4.2.5 Item 11.1b Vacancies

HEP to continue to email all Governors regarding vacancies on Schools Forum.

4.2.6 Item 12b.7 Safety Valve to be an agenda item

Update provided under Item 9 on the agenda.

4.2.7 Item 13.1 Medium of 2022/23 meetings

The Clerk had circulated a survey to Forum members and officers re. 22/23 meetings format. The results were for more in person meetings than virtual meetings, apart from the January 2023 meeting – medium for this meeting to be determined.

4.2.8 Item 13.2 Additional meeting in spring 2 / summer 1 term

The Chair, Laura Butterfield and officers had discussed the possibility of scheduling an additional meeting. Noted that this would happen if the need for a further meeting was required.

5. **FORUM MEMBERSHIP**

5.1 The Clerk informed the Forum that Michelle Randles (primary Headteacher), Jean Brown (special school governor) and Noreen Graham (secondary Academy Governor) had stood down from the Forum. The following vacancies were noted:

- 1 Primary Headteacher
- 1 Secondary Academy Headteacher
- 1 Special School Governor
- 1 Primary Governor
- 1 Primary Academy Governor
- 1 Secondary Governor
- 3 Secondary Academy Governors

ACTION a) For each block that had vacancies, elections to take place to select members to the Forum.

b) HEP to continue to email all Governors regarding Governor vacancies on Schools Forum. Governor Forum members to make request for members at relevant Chairs and Governor meetings.

c) Chair to make contact with Primary Academy Governors regarding a nomination for the Forum.

- 5.2 The Chair noted that secondary schools held their open evenings for prospective Year 7 parents during October, particularly on Thursdays. The Chair recommended that next year careful consideration for the date of the first Schools Forum meetings will be made to allow for full participation of secondary school members, suggesting the last Thursday before October half term might be a better 1st SF meeting date.

6. UPDATE FROM WORKING PARTIES

6.1 Early Years Working Party.

Members noted receipt of the draft minutes from the meeting held on 27 September 2022. Main discussion areas were in regards to the underspend. Early Years Members felt information provided about funding was not provided in sufficient detail to settings and sought more information with the monthly cash flow to allow for better planning and budget profiling. The LA reassured members that they will work with settings to review the information provided, ensuring it was useful and the email addresses held on file were correct.

- 6.1.1 The LA continued to have meetings with affected settings regarding the 2YO over payment. Noted that there were 12 settings affected; repayment arrangements had been made with some. Noted that the most affected settings would be Nursery school settings. EY members reiterated their frustration over the current situation and the difficult position settings had been placed into. The Chair suggested that the LA provide special consideration to any repayment arrangement, particularly the Nursery schools most affected, and for this to be over a longer timeframe if required, beyond end of the fiscal year.

6.2 High Needs Working Party

Members noted receipt of the draft minutes from the meeting held on 26 September 2022. Noted that the main discussion areas were in regards to the Safety Valve programme.

6.3 Dedicated School Block Working Party.

No meeting had taken place since the last Schools Forum meeting.

7. EARLY YEARS BLOCK

Julia Bleet provided a presentation and took to the Forum through the paper titled 'Early Years DSG underspend plan'. The paper was for noting and for information.

- 7.1 The £879,000 underspend will be spent on increasing the free for 2 take up (£479,215), universal speech, language and communication pathway in early years (£359,320) and funding the gap in changes to the deprivation funding (£26,398) with £14,067 within a contingency fund. 100% of the money will be passported out to setting within the next 2 years; once the projects have agreed.
- 7.2 Free for 2 take up. There will be targeted community work [Turkish/Kurdish, Somali, Bulgarian and Latin American], working with local community organisations to directly commission workers from those communities to engage their community in the free for two offer. Employment of a free for two champion who will work directly with EY settings to promote the offer and develop key partnerships. Children Centres to promote the offer across the borough. The Forum encouraged the LA to commence this project ASAP to ensure a wider coverage of current 2-year-olds.
- 7.2.1 *Q: How were those community groups identified?*

A: The Council reviewed available data. The factors used included low levels of GLD at the end of reception and the areas of the borough where take up is low and larger proportions of the communities live.

7.2.2 Q: *How will those identified communities be engaged?*

A: The Council will be working with PVI settings, to directly employ a worker from each community to:

- Engage their community in early years and early childhood services.
- Run stay and plays across the borough.
- Run focused stay and play 6-week course on importance of early education and early childhood services.
- DWP / URN calls and direct free for 2 promotions.
- Two events across the year.
- Enrol 20 children from each community group in the free for two scheme.

7.2.3 Q: *How would schools without a 2YO offer / nursey support families?*

A: The free for two champion would be able to support settings with sign posting for families.

7.3 Speech, language and communication pathway. The pathway incorporates a tiered model with a universal offer for all children, targeted support for those needing a little more input, personalised approach for those who need a modified approach based on their needs and a specialist service for those who require focused 1-1 therapy from a Speech and Language Therapist. Employment of 4 SLCN EY leads trained in ICAN, provided with resources who will model and deliver ICAN to PVI's; and run parent and child groups across the borough. Funding to back fill staff in PVI's to attend training. The Forum commended this pathway, as providers had noted the increasing S&L need for children coming back into settings after Covid. The Forum emphasised the need for EY's to be driving this pathway rather than the Safety Valve project; with money allocated through SLAs to children centres. The Chair sought clarification that as the underspend was being pass ported to identified settings under an SLA, this would protect funding so it would not need to be fully spent by end March 2023. The LA confirmed this, and provided reassurances that, as a result, funds could be carried over into 2023/24 financial year.

7.4 Changes to the deprivation funding. This would be a one-off payment given to cover changes in the finding of deprivation. A total of 28 settings lost money as a result of the changes.

7.5 Contingency. Will be kept in reserve to allow settings take on more free for 2 places or if the LA decide to invest more in an aspect a project.

ACTION Clerk to circulate the EY presentation to all members.

8. HIGH NEEDS BLOCK

Jackie Difolco provided a presentation and took to the Forum through the paper titled 'Haringey Safety Valve Programme'. The paper outlined initial proposals for the Safety Valve application and was for noting and agreement. It was noted that Cabinet had approved the SV programme. The final proposal was submitted to the DfE on 6 October and is now subject to ministerial approval. The Council will be notified by the end of December if the proposals have received ministerial approval and approved for implementation.

8.1 The DSG has an in year overspend of £4.6 million, accumulative deficit of £21.6m all within the High Needs Block. If unmitigated, this is projected to increase to an

accumulative deficit of £78.4m by 27/28. Haringey has been invited to participate in the Safety Valve (SV) Programme. The LA will work with the DFE to develop a set of proposals over a 5-year period that will achieve an in-year balance and lasting sustainability. If successful, funding is provided to eliminate historic DSG deficits.

- 8.2 The draft SV Programme achieves a surplus of £1.6m in 27/28 and a cumulative deficit of £30.4m. The approach will:
- a) Request endorsement from Schools Forum to continue to transfer funding from the School Block, with an increase from 0.25% to 0.5% to invest in the delivery of SEND services, each year from 2023/24 to 2027/28.
 - b) Address the demand management within the SEND system resulting in a reduction of 611 EHCPs.
 - c) Develop in borough provision for an additional 116 pupils.
 - d) Complete a review of bandings, top ups and ensure effective commissioning arrangements.
 - e) Have an early Intervention approach, supporting schools and developing a graduated response to meet demand and reduce the need for specialist support.

8.3 The SV programme has a total of 18 projects across three workstreams.

8.3.1 Workstream A – Demand management. Work includes: addressing demand management within the SEND system, investment in early intervention in Speech and Language Therapy, review of SEMH pathways, further investment in the Autism Team to support students within mainstream settings, a focus on effective use of Annual Reviews, preparation for adulthood, and the creation of a further 65 supported internships.

8.3.2 Workstream B – Commissioning. Work includes a whole-scale review of SEND bandings and top ups, increased capital investment in SEND placement sufficiency with a view of creating specialist resource units within existing mainstream schools (15 x primary, 25 x secondary, 9 x post 16) and increasing capacity for children with complex needs by 25 places (10 primary and 15 secondary) thus reducing independent and out of borough placements. Develop primary and secondary SEMH Resource Units in mainstream schools. Review commissioning arrangements to address the use of spot purchase to longer term strategic commissioning arrangements within a robust quality assurance framework.

8.3.3 Workstream C – Culture, Governance and Leadership. Work includes working more closely with parents and carers, lean process mapping of SEND services and wider workforce development and continued implementation of the SEND core standards and the ordinarily available offer of education within mainstream settings.

Updates on the SV programme will be provided at each Schools Forum meeting from the Head of SEND and Head of Schools Finance.

8.4 *Q: How was the decision to increase the amount transferred from the schools block to the HBN to 0.5% made, as this is less than other LA's?*

A: LA officers are aware that other LA's are seeking approval of an increase beyond 0.5%. LA has balanced this request in line with the overall proposal, recognise the demand on the Schools Block and financial pressures for schools. It was felt that some projects could be managed within the current budget constraints, it is a risk but the view is that risk can be managed. It may be that in future years, the LA may need to request a higher percentage of schools block transfer, however this will be

closely monitored and mitigated against. Anything over 0.5% will require a disapplication to the Secretary of State; which has to be agreed annually.

8.5 *Q: Would the increase to 0.5% normally involve consultation with schools? Has this changed?*

A: Normally the process would require consultation; however this change was part of the SV plan, and followed discussions between the LA and DfE.

8.6 *Q: There is increasing need within EYs and schools, with the reduction of EHCPs are the children going to end up with less?*

A: If a child needs a plan, they will get a plan. However, we know from our data analysis that we there are children who have an EHCP but this is not required. . The LA want to move to a stage where there is an early intervention pathway with a graduated response in place to SEND and EHCP. As an example, we have minimal universal and targeted support for speech, language and communication which and a process whereby some children have to have an EHCP before they can access SLT support. This has meant an over reliance on specialist support and some children waiting to o long to access services. , When the process was reviewed it was felt that there would be a better way to access Speech & Language support, if that is what support is best for the child. A child should be able to access S&L and health services without having an EHCP. The rate of new requests for EHCP's has reduced to 7%; some of this is impacted by improved early intervention support within mainstream settings.

8.7 *Q: Schools that take a larger proportion of children with EHCPs compared to their notional SEN funding within their allocated budgets, currently receive additional funds to support the requirements of self-funding the first £6k. This has come from the SEN Contingency Fund over a number of years. Will this additional support continue in the short to medium term while the SV programme is rolled out?*

A: It is important that there is a transitional period for those schools. The SEND contingency will continue until the outcome of the banding models is completed and rolled out; expected to be for 2024/25. One possible outcome will be the roll up of the SEND contingency into the banding system. The rational for resource units is to try and avoid sending children to expensive out of borough provision and keep them closure to home. Jackie Difolco affirmed that schools that receive the important funding provided by the SEN contingency would have this protected until transition to the new system in 24/25.

8.8 *Q: There is significant pressure on the system and the increase to 0.5% transfer is a significant amount of money, how does this tie together into the overall strategy and the risks managed?*

A: The SV application is aligned to the SEND strategy. If the SV application doesn't receive ministerial approval and sign off, then there wouldn't be capacity to undertake all the projects straight away, resulting in a longer roll out programme and increasing deficit.

8.9 EY and primary members suggested support for children transitioning from EY into Reception and Year 1 i.e., a model working plan or measure that could be put in place. Noted support for all transition points (EY to primary, primary to secondary and secondary to post 16) is important to prevent break down of placements.

8.10 The Forum discussed and emphasised the importance of having a communication plan, as language with families, schools and professionals will be critical to ensure a well-managed process. Communication needs to be regular and relevant to ensure

families understand how to navigate the SEND system and needs to include health professionals.

8.11 Q: *What is the plan to bring 19–25-year-old young people with complex needs, back ‘in-house’?*

A: The LA will be working with schools, adult services, health, FE and other boroughs to support young adults who have an EHCP to access provision within the borough alongside reviewing whether an EHCP is still required. The Routes to Employment, was a successful event about how to access employment. Noted that CONEL has a post 16 programme for children with complex needs from special schools.

8.12 Q: *What is the mechanism for checking access to services for those young people post 16 when their EHCP cease?*

A: As part of cessations of EHCP’s, information will be provided regarding signposting and access to wider support services. If there is a change in circumstances, a request for an assessment for an EHCP can be made at any time. For young people, who move into supported apprenticeships, they will retain their EHCP for 6 months to ensure any transition support is provided. The LA will be creating 65 further internship /supportive apprentice. Noted that SV will be subjected to quarterly returns.

8.13 The Chair noted that more detailed plans would be forthcoming upon roll out of the SV programme as part of a wider stakeholder communication and engagement plan.

ACTION Kurt Hintz and Jackie Difolco to discuss impact of the SF programme on Post 16 young people, outside of the meeting.

8.14 Jackie Difolco recommended, and the Forum **AGREED** the following:

- a) **The content of the paper was noted.**
- b) **The proposals outlined within Haringey’s Safety Valve Programme were noted.**
- c) **All members of School Forum AGREED a 0.5% Schools Block transfer to the High Needs Block, each year from 2023/24 to 2027/28, and noted that the LA would be requesting a ‘multi-year’ disapplication to the DfE for this.**

ACTION Clerk to circulate the SV presentation to all members.

9. DEDICATED SCHOOLS BLOCK

Brian Smith provided a summary of the paper titled ‘Dedicated Schools Budget Modelling for 2023/24’. The paper was for noting and agreement.

9.1 The basic structure of the schools National Funding Formula (NFF) is not changing in 2023/24, although there are a small number of changes in existing factors of the formula: these were detailed in the paper. The minimum per pupil funding levels were noted as: primary school at least £4,405 per pupil, secondary school at least £5,715.

9.2 Local authorities will continue to set a minimum funding guarantee (MFG) in local formulae, which in 2023/24 must be between +0.5% and +2%. A disapplication will be required for setting a MFG outside this range. Local authorities will again be able to transfer up to 0.5% of their total school’s block allocations to other blocks of the Dedicated Schools Grant (DSG), with school’s forum approval. A disapplication will continue to be required for transfers above 0.5%, or for any amount without school’s forum approval.

9.3 Brian Smith recommended, and the Forum **AGREED** the following:

- a) **Noted the changes to the funding level for 2023/24 as outlined in the paper.**
- b) **Noted the decision (Item 8) for a 0.5% Schools Block transfer to the High Needs Block each year from 2023/24 to 2027/28.**
- c) **AGREED to delegate to the Schools Block working group the Local Authority formula models for 23/24 for consultation with schools in November/December 2022 as outlined in Section 3.**
- d) **Schools Forum noted the requirements of the Schools Block Working group so they can provide potential models to consult with schools during November 2022 (Section 4).**

10. SCHOOL PLACE PLANNING UPDATE

Eveleen Riordan provided a summary of the paper titled 'School Place Planning'. The paper was for noting and for information.

- 10.1 Primary sector. Demand for reception places has been lower for several years and is projected to continue to be lower for the next few years. For September 2022, the council has made temporary 1fe PAN reductions at the following schools via an in-year variation request approved by the Schools Adjudicator: Lordship Lane, Risley Avenue, St Francis de Sales, St Mary's Priory and The Mulberry. All these schools did not fill any spaces within their second or third class.
- 10.1.1 The outcome of the consultation on proposed permanent school PAN reductions in for 2024/25 (Risley Avenue, St Francis de Sales, The Mulberry, Lordship Lane, St Mary's Priory, Earlham, Bruce Grove, Seven Sisters) will be presented to the Cabinet in February 2023 for decision, and if agreed, an application to the Office of the Schools Adjudicator (OSA) for approval to amend the PAN of schools with effect from September 2023. Noted that may of the proposed PAN reductions are located in North Tottenham; the LA will continue to review pupil numbers and parental preference for these schools and make the necessary adjustments.
- 10.2 Secondary sector. The LA are reviewing options on how to manage capacity in secondary schools, as the decline seen in primary cohorts enters Year 7. To avoid any adverse impact, any decisions to reduce capacity will need to be fair and proportionate with a view on how the change might influence the intake at other local schools.
- 10.3 *Q: Does the LA have planning areas for secondary pupil numbers and schools?*
 A: No, due to lower number of secondary schools and that pupils will travel further than in primary sector, planning areas for secondary sector becomes superfluous.
- 10.4 *Q: Where does the projection data come from, what assumptions are used?*
 A: The projections from the GLA projects forward 10 years and using a range of data, including school rolls, housing and birth data. However for reception projecting 4 years ahead is the most reliable as the children are actually born; beyond this there are assumptions about birth rates and migration. It is importance to retain flex in the system to allow for variations in demand.
- 10.5 The Forum discussed the relationship between FSM entitlement and actual take up by families. Noted within Haringey FSM stood at 23%, compared to 30% FSM within Islington. With falling pupil numbers, schools within the East of the borough will be further affected with a decline in Pupil Premium funding. The Forum enquired if there were pockets of deprivation where families are not aware of their entitlement. Noted that Chi, provides a service which identifies families that may be eligible for Pupil Premium, but not accessing the funding.

ACTION Finance team to review FSM by super output areas.

11. MEETING DATES FOR 2022-2023

- 12.1 The dates and format of future meetings were noted as:
Thursday 1 December 2022 4PM. Face to Face at HEP
Thursday 12 January 2023 4PM. Forum to be confirmed
Thursday 9 February 2023 4PM. Face to Face at HEP
Thursday 13 July 2023 4PM. Face to Face at HEP

12. ANY OTHER URGENT BUSINESS

- 13.1 No AOB was received.

The Chair thanked members for attending and closed the meeting at 6pm.

SUMMARY OF AGREED ACTIONS TO BE CARRIED OUT FOR 1 DECEMBER 2022 MEETING

ITEM	ACTION	FOLLOW UP
5.1	<p>a) For each block that had vacancies, elections were undertaken to select members to the Forum.</p> <p>b) HEP to continue to email all Governors regarding Governor vacancies on Schools Forum. Governor Forum members to make request for members at relevant Chairs and Governor meetings.</p> <p>c) Chair to make contact with Primary Academy Governors regarding a nomination for the Forum.</p>	<p>All</p> <p>HEP/ Governors</p> <p>WW</p>
7.5	Circulate the EY presentation to all members	Clerk
8.13	Kurt Hintz and Jackie Difulco to discuss impact of the SV programme on Post 16 young people; outside of the meeting.	KH & JD
8.14	Circulate the SV presentation to all members.	Clerk
10.5	Finance team to review FSM by super output areas.	BS