

MINUTES OF HARINGEY'S SCHOOLS FORUM MEETING THURSDAY 12 JANUARY 2023 AT 4PM

AT HEP:Inderwick Road, Crouch End N8

Attendance

School Members		
Headteachers		
Special (1)	Martin Doyle (Riverside)	
Nursery Schools (1)	(A)Sian McDermott	
Primary (7)	Mary Gardiner (West Green)	Julie D'Abreu (Devonshire Hill Nursery & Primary School)
	Stephen McNicholas (St John Vianney)	Paul Murphy (Lancasterian)
	Ian Scotchbrook (South Harringay)	(A)Linda Sarr (Risley Avenue)
	Will Wawn (Bounds Green)	
Secondary (2)	Jo Davey (Fortismere)	(A)Kuljit Rahelu (Hornsey School for Girls)
Primary Academy (1)	(A)Simon Knowles (LDBS Academies Trust)	
Secondary Academies (3)	Michael McKenzie (Alexandra Park)	(A)Angela Wallace (Woodside High)
	Vacancy	
Alternative Provision (1)	Gerry Robinson	
Governors		
Special (1)	Phil Di Leo (The Vale)	
Nursery School (1)	Melian Mansfield (Pembury)	
Primary Maintained (7)	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	(A)Ed Harlow	
Faith Schools	(A)Geraldine Gallagher	

14-19 Partnership	Kurt Hintz
Early Years Providers	(A) Susan Tudor-Hart
Observers	
None	
Cabinet Member for CYPS	
Cllr Zena Brabazon	
Also Attending	
LBH Director of Children's Services	Ann Graham
LBH Interim Assistant Director, Schools & Learning	Nick Hewlett
LBH Early Help Commissioning	Kevin Taggart / Julia Bleet
Assistant Director of Finance (Deputy S151 Officer)	Josephine Lyseight
LBH Interim Schools Finance Manager	Brian Smith
LBH Finance Business Partner (schools & Learning)	(A) Muhammed Ali
Head of Service, Integrated SEND	Mary Jarrett
Interim Head of Education Welfare Service	Diana Smith
Chief Executive HEP	James Page
Lead for Governor Services (HEP)/Clerk	Anne Etchells & Corinne David

(A) Absent

1. CHAIR'S WELCOME

1.1 The Chair welcomed everyone to the meeting and provided New Year's wishes to all.

2. APOLOGIES, SUBSTITUTE MEMBERS AND OBSERVERS

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

- Angela Wallace (Woodside High)
- Linda Sarr (Risley Avenue)
- Muhammed Ali
- Susan Tudor-Hart

2.2 The Clerk confirmed that Bola Soneye -Thomas (Rokesly Juniors) would substitute for Linda Sarr.

3. DECLARATIONS OF INTEREST

3.1 Melian Mansfield declared an interest in item 10 decision item f).

3.2 No other declarations were made.

4. MINUTES OF THE MEETING OF 13 OCTOBER 2022

4.1 The minutes of the School's Forum meeting held on 13 October were **AGREED** and **RATIFIED** as a correct record, subject to the following point of accuracy:

- The correct spelling of South Haringgay School.

4.2 Matters arising

4.2.1 Item 4.1.1 School Improvement Brokering Grant consultation

The Chair noted that the window of opportunity to raise the outcome of the School Improvement Brokering Grant consultation with the two Haringey MPs had passed. Action was withdrawn.

4.2.2 Item 5.1 Vacancies on the School's Forum membership

An email, on behalf of the Chair, had been sent to all primary and secondary academy Chairs of Governors, seeking expressions of interest. Further noted that

HEP continues to highlight vacancies within their communications with schools and Governors.

ACTION Members to continue recruitment through all avenues to appoint to vacant positions.

4.2.3 Item 7.5 EY presentation

The Clerk confirmed that the presentation had been circulated and uploaded onto the Council's website. Action closed.

4.2.4 Item 8.13 Impact of the SV programme on Post 16 young people

Kurt Hintz and Jackie Difolco to discuss impact of the SV programme on Post 16 young people.

4.2.5 Item 8.14 SV presentation

The Clerk confirmed that the presentation had been circulated and uploaded onto the Council's website. Action closed.

4.2.6 Item 10.5 FSM by Super output areas

The Chair and Finance team to discuss the review of FSM by super output areas, outside of the meeting.

5. FORUM MEMBERSHIP

5.1 The Clerk informed the Forum of the following changes to the membership:

- Julie D'Abreu (Devonshire Hill Nursery & Primary School) replaced Michelle Randles [Primary Headteacher].
- Jo Davey (Fortismere) replaced Andy Webster (Park View) [Secondary Headteacher].
- Phil Di Leo (The Vale) replaced Jean Brown (The Vale) [Special School Governor].

5.2 The following vacancies were noted:

- 1 Secondary Academy Headteacher
- 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.

6 UPDATE FROM WORKING PARTIES

6.1 Early Years Working Party.

Members noted receipt of the draft minutes from the meeting held on 15 November 2022. The working party had discussed the use of the underspend, a further meeting will take place on Monday 16 January to further discuss the spending of the underspend.

6.2.1 Members discussed the impact of the low traffic neighbourhoods (LTNs) on different settings. The following impact was noted:

- Pupils turning up late to school because they were stuck in traffic either in the car or on the bus; pupils being late for, or missing, their exams.
- Catering services finding it difficult to get to school on time with food, impacting lunch service.
- Contractors starting work late.
- Teacher and other support staff finding the journey too time consuming, turning up late for work and considering moving jobs.
- School transport (special schools) finding it very difficult to pick up children, can't get down certain streets or stuck in traffic, creating significant delays, impacting families and schools.

6.1.2 Members had written to MPs and the Council about the negative impact it was having on their settings.

6.1.3 Cllr Brabazon with Council Officers would be meeting schools, Early Years settings and PVIs within the LTNs and those also impacted by the LTN's, to gather views to feed back to the Council. Noted that tangible evidence was required for any policy change.

- ACTION**
- a) All settings to provide Cllr Brabazon evidence of the LTNs impact on their setting, their pupils and families.
 - b) Nick Hewlett to arrange a meeting with Cllr Brabazon and Chairs of the Primary, Secondary and Special Headteacher's group and Chairs of the East and West Governor's group.
 - c) Cllr Brabazon and Nick Hewlett to formulate a response on behalf of School's Forum.
 - d) LA officers to provide written report update at the July Schools Forum meeting.

6.2 High Needs Working Party

Members noted receipt of the draft minutes from the meeting held on 12 December 2022. Noted that the main discussion areas were in regards to the Safety Valve programme.

6.2.1 Noted that the embargo deadline for the announcement of the Safety Valve outcome had been delayed by central government.

6.3 Dedicated School Block Working Party.

Noted that the item was covered under item 10.

7 HIGH NEEDS BLOCK

7.1 Mary Jarrett and Brian Smith provided the Forum with an update of the safety valve programme (SV), SEND and the High Needs block. The paper/presentation was for noting and for information.

7.2 The SV programme and capital allocation is still under consideration with the DfE. The DfE have provided written feedback that, in line with the Autumn budget proposals, there may be a requirement to reconsider some areas of the bid. Further developmental works to the bid will be undertaken where necessary. A SV steering group has been created to help support the delivery of the SV Programme.

7.3 Work continues on the revised banding and top-up formulations. Consultation on the final proposals will take place by the end of this year. There will be a one-year transition to the new system with full implementation for 2024/25. Work continues across all 4 workstreams; as detailed in the presentation.

7.4 Q: *The model for change programme group had not met since 29 June 2022; has SV reshaped the landscape for SEND?*

A: The work/areas identified with the model for change continues to be implemented. However, there are elements that have been subsumed with the SV programme.

ACTION Helen Froggatt and Nick Hewlett to meet to discuss the meeting dates for the model for change programme group.

7.5 Martin Doyle explained how the recent back dated pay settlement for support staff had disproportionately affected special schools' budgets due to the high staffing ratios required in these settings. Noted that special schools had written to the DfE to explain the situation.

8 EDUCATION WELFARE [taken as item 9]

8.1 Nick Hewlett and Diana Smith took members through the paper 'Haringey Education Welfare Service [EWS]'. The EWS has two provisions: statutory (to ensure children registered at Haringey schools attend on a regular basis) and traded (casework with referred families and preventative capacity to improve school attendance at an early-stage provision). Since the end of the Education Services Grant, the EWS had been part funded by a block transfer approved by Schools Forum.

8.2 In 2019, funding for EWS was agreed for 3 years. The agreement was now due for review. Officers sought that £122k continued to be de-delegated for the next three-year period (£122k per year) to allow the service to continue.

8.3 Officers provided an overview of the EWS focus in the coming years:

- Attendance Strategy. The team will work with schools either individually or collectively to develop an attendance strategy to reduce persistent absenteeism. This will include an action plan for all schools receiving a free service. This would be planned half termly.
- A training package to support schools develop their own attendance strategy.
- Develop an Attendance campaign. Building on the work that schools are doing and engaging other partners including Early Help and parents.
- Develop and improve parental engagement; including parent workshops.
- Continue to support schools to improve attendance and to allow for further effective planning.
- Work with school to provide regular feedback/evaluation on a half termly basis to ensure the required support is provided and gives an opportunity for ongoing feedback and improvement.
- Planned forums each term to support attendance officers.
- A review of the traded tiered offer system to allow for more flexible working with schools, based on need.
- Develop an on-duty rota to offer prompt response for queries and emergency cases.
- To have a consistent service across the borough.

8.4 The Chair thanked Nick Hewlett and Diana Smith for their presentation and invited questions from members.

8.5 Q: *Within the consultation 27 out of 40 respondents voted against the transfer of funds for EWS. Are officers seeking members to vote against the consultation? What would be the implication of no further DSG funding to the EWS?*

A: Yes, we are asking members to go against consultation. If the decision is not to support the EWS with a block transfer from the DSG, then the whole service will have to be reviewed; possibly re-structure which will have an impact on service delivery.

There are aspects of the service that do need to be expanded. For example, children being educated at home. Currently there is not enough resources to support this function.

8.6 *Q: Does the service issue fixed penalty notices? We were informed that schools had to do this?*

A: The LA issues the fixed penalty notices, but the school has to do the referral. We want to hear from the schools to see how the service can be improved for users. A review needs to take place to ensure the service meets the needs for users and it is clear about what statutory provision is and what part of the service makes up the traded service package.

8.7 Members noted that low pupil attendance is national issue. Members queried about the reasons for the drop in attendance in schools since Covid. Noted that there were many different reasons and normally down to individual reasons and circumstances.

8.8 Representatives from Alternative Provision noted that there were examples of good joint service working and best practice with the Educational Psychology and EWS service to support pupils coming into school and improving their attendance. The work of the ESW with Alternative Provision was commended; and recommend for best practice to be shared with other professionals.

8.9 *Q: If the EWS receives the additional money, will the service be opened up to other schools?*

A: The EWS offer will need to be reviewed to ensure it is very clear what services are traded and what services are universal. The service will have to generate an income to retain staff, allowing for a consistent approach / offer.

8.10 *Q: How much does it cost the service to deliver the statutory element of the service? If the service doesn't receive the £122k, would the traded income cover costs? Also, what would be the impact on the traded service?*

A: It is very difficult to separate out the two different income streams and definitely state the impact on statutory and traded services due to the way the EWS is organised; the combination of statutory and non-statutory roles. The Chair noted that the ATP formula needed to be agreed in January to allow the Council to submit the final return to the DfE by the deadline.

8.11 *Q: What service will be statutory and what service will be traded?*

The paper starts to set out what is statutory and what will be traded. The attendance strategy will be for all the schools to employ. The traded service would be over and above the statutory service.

8.12 Members recommended that for an attendance strategy to have maximum impact, it would need to be linked to other strategies within SEND and Early Help.

8.13 *Q: How will accountability be built into the service to prevent similar situations happening in the future?*

A: There will be regular reporting and service meetings. EWS would be held to account by the Director and CYPS lead member. Ensuring all team members are held accountable.

8.14 *Q: If the funding package was agreed, what changes could be made to show an immediate positive impact?*

A: The service would have whole team and individual training, to upskill everyone to the same level; to enable collaborative and collective team work.

- 8.15 Some members provided their observation that the service received by schools seemed to depend on the officer assigned to the school/case. Noted that the lived experiences from some schools of the current EWS was unsatisfactory, meaning Education Welfare advice/ services were brought in from other companies / agencies. In some circumstances schools had taken on responsibilities that lay with EWS. Some members noted that there had been little changes with the service despite the funding arrangement agreed three years previous. Some of the current issues with the service were more than 6 years old. Concerns with the service had been raised at previous School Forum meetings, however no sustainable changes had taken place to address the issues.
- 8.16 The Director offered an apology for the aspects of the EWS that were not functioning to the required level. Reassurances were provided that there was a renewed and focused level of commitment to the service from all Officers. Noted that if the funding was withdrawn, the Council could not provide the £122k from current funds due to the current pressures on its limited resources.
- 8.17 The Chair recommended and members **AGREED** that the vote on the proposal was undertaken as part of item 10 recommendation f [see item 10.6.6].

9 GROWTH FUND 2022-23 UPDATE [taken as item 10]

- 9.1 Members noted receipt of the paper titled 'Growth Fund 2022/23 distribution and 2023/24 update'. Members noted the £300k, growth fund allocation for 2023/24 as set out in Table1. In 2022-23 the growth fund was set at £1.1m, with £841,866 underspent. The paper recommended that the underspend was allocated back to schools in March 2023 payments to schools. The distribution back to schools had been calculated via a mixed model utilising the 22/23 APT as well as a set rate per pupil APT (detailed in appendix 1).
- 9.2 The Chair proposed a vote on the recommendations as set out in the paper.
- Members UNANIMOUSLY AGREED the re-allocation of the £841,866 unused growth fund back to schools and the method of distribution as detailed in appendix 1.**

10 DEDICATED SCHOOLS BLOCK [taken as item 11]

- 10.1 Brian Smith took members through the paper titled 'Schools Block Funding Model Strategy for 2023-24'
- 10.2 Following a decision by Schools Forum in October 2022, the model options for the 2023-24 DSG funding formula consultation with all schools was delegated to the Schools Block Working Group (SBWG). The allowable range for setting the Minimum Funding Guarantee (MFG) for 2023-24 was between 0% to 0.5%. At the time of review by the SBWG, the Chair requested that the Council make a disapplication to set a higher MFG in the range from 0.5% to 2% bearing in mind the recent Chancellor announcement of additional funding for all schools, which might have enabled the Council to set a higher MFG. However, with the final settlement figures the MFG can only be set between 0.2% and 0.34%, with a DfE cap set at 0.5%.
- 10.3 The final settlement has been announced at £219.467m, and the National Funding Formulae (NFF) requirements applied to the APT, the adoption of model 2 is the only option available. The additional funding for schools is not included in the Schools Block, A further indicative £7.124m Maintained Schools Additional Grant had been announced in December 2022 for Haringey, however this is kept outside of the

Schools' Block. The DfE will announce the methodology for how this will be distributed to schools in Spring 2023.

10.4 The maximum local block transfer is set at 0.5%. The October 2022 School's Forum agreed a block transfer of 0.5% to the High Needs Block. The adoption of the £122K Education Welfare Services (recommendation e and item 8) and £60K split site (recommendation f) will be contingent on DfE approval for block transfers above 0.5%. Noted that the wording of option f should be just a nursery school, not a primary school.

10.5 *Q: In recommendation b, 0.5% will be allocation to the HNB. What is the minimum and maximum this could have been?*

A: At the October Schools Forum meeting 0.5% was agreed equating to £1.051m approx. However, this figure has been amended to reflect the proposed DSG allocation. 0.5% is the maximum amount that can be transferred from the Schools Block to the HNB without having to request a disapplication from central government. There are other LA's that have sought a 1%+ transfer.

10.6 The Chair proposed a vote on the recommendations as set out in the paper.

10.6.1 **Recommendation a):** to note Model 2 is the only option available given the funding settlement and regulations.

Members UNANIMOUSLY AGREED the adoption of model 2.

10.6.2 **Recommendation b):** to note the transfer of 0.50% from the Schools Block allocation to the High Needs Block (HNB) as agreed in the October 2022 Schools Forum. At the October decision this was estimated at £1.051m and with the proposed DSG allocation since announced this equates to £1.098m.

Members noted the recommendation.

10.6.3 **Recommendation c):** to agree the Growth Fund to be set at £300k.

Members UNANIMOUSLY AGREED recommendation c; noting it was a significant reduction from the previous year of £1.1m.

10.6.4 **Recommendation d):** to agree the Minimum Funding Guarantee (MFG) is set between 0.2% and 0.34% dependent on the block transfers agreed and any necessary consent from the DfE.

Members UNANIMOUSLY AGREED recommendation d.

10.6.5 **Recommendation e):** to agree the block transfer of £122k [3-year transfer as set out in item 8] from the Schools Block to the Central Schools Services Block (CSSB) for Education Welfare Services dependent on any necessary consent from the DfE.

Members voted, by majority, to disagree to the £122k block transfer for 3 years. The Chair abstained from the vote.

The Chair proposed that Schools Forum vote on the alternative recommendation that there was a 1-year transfer from the school's block to the CSSB for Education Welfare Service of £122k for 23/24 fiscal year.

Members UNANIMOUSLY AGREED the modified recommendation of a 1-year transfer of £122k from school's block to CSSB for EWS for 2023/24 fiscal year. The Chair abstained from the vote.

The Chair reminded Forum members that this decision was contingent on DfE approval following a further Haringey disapplication due to > 0.5% SB transfer.

10.6.6 **Recommendation f):** to agree the block transfer from the Schools block to the Early Years block of £60k to fund a Haringey Nursery school which is on a split site, dependent on any necessary consent from the DfE.

Melian Mansfield reiterated her interest in this item (see item 3.1) and withdrew from the vote.

Members UNANIMOUSLY AGREED recommendation f.

The Chair reminded Forum members that this decision was contingent on DfE approval following a further Haringey disapplication due to > 0.5% SB transfer, as per item 10.6.5.

10.6.7 **Recommendation g):** to agree the de-delegation of £165k for Trade Union Representation (for maintained schools only).

The vote was undertaken by phase, and only by maintained schools members.

Primary: members UNANIMOUSLY AGREED recommendation g.

Secondary: Members UNANIMOUSLY AGREED recommendation g.

11. EARLY YEARS BLOCK [taken as item 8]

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

11.2 For 2020/21 there was £879k unallocated EYs DSG funding. The underspend will be spent on increasing the free for 2 take up (£480k), universal speech, language and communication pathway in early years (£360k) and funding the gap in changes to the deprivation funding (£26k) with £13k within a contingency fund. 100% of the money will be passported out to setting within the next 2 years; once the projects have agreed.

11.3 On 20 December unallocated funding for 2021/22 was confirmed as £334,920. Further work into how funds will be disseminated to settings will be carried out and presented to February Schools Forum.

11.4 The Chair reminded LA officers of previous recommendations in the July 2022 and October 2022 Schools Forum meetings that monies identified in the underspends was either committed or spent to prevent it being used to offset any overspend in the HNB.

12. MEETING DATES FOR 2022-2023

12.1 The dates and format of future meetings were noted as:

- Thursday 9 February 2023 4PM. Face to Face at HEP
- Thursday 13 July 2023 4PM. Face to Face at HEP

13. ANY OTHER URGENT BUSINESS

13.1 Agenda item for the next meeting:

- Format of future meetings (face to face or virtual) [Feb]

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

SUMMARY OF AGREED ACTIONS TO BE CARRIED OUT FOR 9 FEBRUARY 2023 MEETING

ITEM	ACTION	FOLLOW UP
4.2.2	Members to continue recruitment through all avenues to appoint to vacant positions.	All
4.2.4	Kurt Hintz and Jackie Difolco to discuss impact of the SV programme on Post 16 young people; outside of the meeting.	KH & JD
4.2.6	Finance team to review FSM by super output areas.	WW & BS
5.2	<p>a) For each block that had vacancies, elections to take place 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>All</p> <p>HEP</p>
6.1.3	<p>a) All settings to provide Cllr Brabazon evidence of the LTNs impact on their setting, their pupils and families.</p> <p>b) Nick Hewlett to arrange a meeting with Cllr Brabazon and Chairs of the Primary, Secondary and Special Headteacher's group and Chairs of the East and West Governor's group.</p> <p>c) Cllr Brabazon and Nick Hewlett to formulate a response on behalf of School's Forum.</p> <p>d) LA officers to provide written report update at the July Schools Forum meeting.</p>	<p>All/ZB</p> <p>NH/ZB</p> <p>NH/ZB</p> <p>LA officer / ZB</p>
7.4	Helen Froggatt and Nick Hewlett to meet to discuss the meeting dates for the model for change programme group.	HF/NH