

Haringey Schools Forum Minutes

17 OCTOBER 2024 AT 16:00 HRS AT HEP:Inderwick Road, Crouch End N8 9JF

School Members		
Headteachers		
Special (1)	(A)Martin Doyle (Riverside)	
Nursery Schools (1)	(A)Sian McDermott (Rowland Hill)	
Primary (7)	Mary Gardiner (West Green)	Kate Stevens (St Aidan VC)
	(A)Hina Shah (Earlmead) substitute for Robert Lane (Welbourne)	Paul Murphy (Lancasterian)
	(A) Ian Scotchbrook (South Harringay)	Linda Sarr (Risley Avenue)
	Bola Soneye-Thomas (Rokesly Junior School)	
Secondary (2)	Jo Davey (Fortismere)	Vacancy
Primary Academy (1)	(A)Luke Renwick (Brook House) long term substitute for Simon Knowles (LDBS Academies Trust)	
Secondary Academies (3)	Michael McKenzie (Alexandra Park)	(A)Angela Wallace (Woodside High)
	Vacancy	
Alternative Provision (1)	(A)Gerry Robinson (Executive Headteacher HLP)	
Governors		
Special (1)	Phil Di Leo (The Vale)	
Nursery School (1)	Melian Mansfield (Pembury)	
Primary Maintained (7)	Vacancy	Dan Salem (Stroud Green Primary)
	Vacancy	
	(A)Helen Froggatt (St Aidan's Primary)	(A)Jenny Thomas (Lordship Lane)
	Caroline Schloss (Alexandra Primary)	
Secondary Maintained (3)	Laurence Penn (Highgate Wood)	Vacancy
	Sylvia Dobie (Park View)	
Primary Academy (1)	Vacancy	
Secondary Academies (3)	Andrea Henry (Greig City Academy)	Vacancy
	Vacancy	
Alternative Provision (1)	Vacancy	
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	
CCCG Representative	Christine Bianchin	
Early Years Providers	Susan Tudor-Hart	
Independent member	Will Wawn [Chair]	

Observers	
None	
Cabinet Member for CYPS	
Cllr Zena Brabazon	
Also Attending	
Director of Children's Services	Ann Graham
Assistant Director, Schools & Learning	Jane Edwards
Assistant Director, Commissioning & Programmes	(A)Caroline Brain
Assistant Director, Early Help, Prevention & SEND	Jackie Difolco
Head of Service, Integrated SEND	Mary Jarrett
Head of Schools Finance	Neil Sinclair
Senior Finance Manager - Schools	(A)Patricia Harvey
Principal advisor for Early Years	(A)Nick Hewlett
Chief Executive HEP	(A)James Page
Lead for Governor Services (HEP)	Anne Etchells
Clerk (HEP)	Corinne David

(A) Absent

1 CHAIR'S WELCOME

- 1.1 The Chair welcomed everyone to the meeting. New members were welcomed and introductions were made.
- 1.2 The Chair had been in contact with the previous Vice-Chair to invite her back to allow members to provide thanks to her for her hard work and dedication. Unfortunately, ill health had prevented this.

2 NEW MEMBERS, APOLOGIES, SUBSTITUTE MEMBERS AND OBSERVERS

- 2.1 New members to Schools Forum were welcomed to the meeting and noted as:
 - Kate Stevens (Headteacher: St Aidan VC)
 - Hina Shah (Headteacher: Earlmead)
 - Robert Lane (Headteacher: Welbourne) [Elected substitute Headteacher]
 - Christine Bianchin (Group Principal, Adults and HE: The College of Haringey, Enfield and NE London)
- 2.2 Resignations from Schools Forum were received and noted from:
 - Julie D'Abreu (Headteacher: Devonshire Hill Nursery & Primary)
 - Stephen McNicholas (Headteacher: St John Vianney)
 - Laura Butterfield (Governor: HLP)
 - Andrew Willett (Governor: Willow Primary)
 - Kurt Hintz (14-19 Partnership)
- 2.2.1 The Chair on behalf of Schools Forum, thanked those members that had resigned from the Forum for their work and support during their tenure.
- 2.3 Apologies for absence and substitute members were received and noted from:
 - Ian Scotchbrook (Headteacher: South Haringay)
 - Sian Mc Dermott (Headteacher: Rowland Hill)
 - Gerry Robinson (Executive Headteacher HLP)
 - Martin Dole (Headteacher: Riverside)
 - Hina Shah (Headteacher: Earlmead): substitute member: Robert Lane (Headteacher: Welbourne) was noted.
 - Paul Renny (Haringey Unison)
 - Helen Froggatt (Governor: St Aidan's Primary)
 - Carloine Brain (Assistant Director, Commissioning & Programmes)

- 2.4 The Chair informed members that Caroline Schloss [Alexandra Primary] had provided a Governor application to fill one of the vacancies, also from Alexandra Primary. The applicant had relevant financial experiences and was keen to join the Forum. Noted that Schools Forum currently held 3 primary maintained governor vacancies. Noted that it was not ideal to have 2 positions filled from the same setting; however, it was preferable to have vacancies filled. Further noted if there was an influx of applications from the same block then the position would be reviewed.

ACTION Chair to liaise with the applicant and provide an invitation to the next meeting.

3 DECLARATIONS OF INTEREST

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

4 MINUTES OF THE MEETING HELD ON 16 July 2024

- 4.1 **The minutes of the Schools Forum meeting held on 16 July 2024 were AGREED and RATIFIED as a correct record.** There were no matters of accuracy noted.

4.2 Matters arising

- 4.2.2 Item 4.2.2 Vacancies on the School's Forum membership
a) All members to continue recruitment through all avenues to appoint to vacant positions.
b) Will Wawn to follow up with Secondary Academies to try and recruit to vacancies.
c) For each block that had vacancies, elections to take place to select members to the Forum.
d) 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.

Noted all actions were ongoing.

- 4.2.3 Item 7 Vice Chair Election
a) Chair to invite Laura Butterfield to the next meeting on 17 October 2024 to allow personal thanks to be provided.

Action completed: see item 1.2

- b) Election of Vice -Chair to be undertaken at the next meeting.

Action to be undertaken at the next meeting.

- 4.2.4 Item 8.1.4 Early Years Working block
Verbal report/update on items 8.1.1 to 8.1.3 at the next Schools Forum meeting

See item 5.1

- 4.2.5 Item 9.5 Growth Fund
Proposal to use unallocated Growth Fund to be received at the next Schools forum meeting

See item 9.

- 4.2.6 Item 10.6 Haringey Schools Audit
Haringey Audit to circulate the checklist and assurance criteria to schools.
- ACTION** Chair to liaise with Haringey Audit for an update.
- 4.2.7 Item 13.2 Chair and Neil Sinclair to liaise with commissioning regarding what could be possible with aggregated procurement agreements for schools to buy into.
- Neil Sinclair informed Schools Forum of a meeting with DfE reviewing options for collaborative/consultative working moving forward.*
- ACTION** Neil Sinclair to provide an update at the next meeting

5 UPDATE FROM WORKING PARTIES

- 5.1 To receive the minutes from the Early Years working party.
Melian Mansfield and Susan Tudor-Hart provide Schools Forum with an update from the Early Years working party. The following highlights were noted:
- a) No changes to the membership or terms of reference were received.
 - b) The working party was reviewing options for the most suitable method for agreeing the specific financial cases details of children staying within EYFS settings (other than nursery attached to primary schools) beyond their 5th birthday.
 - c) The working party was reviewing how information is disseminated to all settings and escalated to the LA. Noted only 20% of providers provide information on vacancies to the LA; which then impacts financial forecasting and place planning.
 - d) Currently £435k in reserves; the review and allocation of reserves funds will be undertaken in January; with proposals received at February Schools Forum meeting.
 - e) On 4 November Rowland Hill will be hosting a racial equality conference.
- 5.2 To receive the minutes from the High Needs working party.
Phil Di Leo provided Schools Forum with and an update from the High Needs working party. Analysis of how other Safety Valve LA's High needs working parties operate had been shared with members. Operational models included; twin track approach, disband until the completion of the Safety Valve Programme; to become a reference /focus group to work on specific tasks as required or to disband completely. Members enquired on and sought reassurances that the impact on SEND children was received and reviewed at alternative forums; before a determination on the future of the high needs block was made. Officers noted that those discussions occurred at the SEND Executive and Safety Valve Steering Group. Papers should be shared with all Headteachers.

AGREED **High Needs working party to be suspended and if required to reconvene to complete a specific task**

ACTION a) Phil Di Leo to liaise with Martin Doyle regarding the changes to the High needs working party remit.

b) At the next Headteacher briefings LA officers to clarify how issues relating to SEND are cascaded and escalated along with assurances that cases are pupil focused.

c) Primary and Secondary Headteachers representatives on SEND Decision making boards (SEND Executive, Safety Valve Steering Group and HEYPSHA) to cascade information to their Headteacher colleagues

- 5.3 To receive an update from the Dedicated School Block working party.

The working block had not met this academic year. The Chair, as Chair of the School Block Working Group (SBWG), outlined his view that, whilst Haringey had moved its APT to be aligned with the NFF from 2024/25, the SBWG still had an important role in respect of reviewing LA proposals relating to Block transfers and De-delegation prior to consultation with all schools.

The Chair clarified the current membership of the SBWG as Will Wawn, Mike McKenzie, Linda Sarr, Laurence Penn, Paul Murphy and relevant LA officers. The Chair requested relevant LA officers to organise an SBWG meeting after half term following the Government's end of October Budget.

6 2025-2026 DSG FUNDING MODEL STRATEGY

- 6.1 Neil Sinclair informed Schools Forum that LA's were expecting a budget announcement and investment in schools at the next budget announcement on 31 October 2024; once information has been disseminated to LAs, modelling will be undertaken and shared. The additional Core Schools Budget Grant will be rolled into the schools' block for 2025/26. The final amounts will depend on October census count.

7 HIGH NEEDS BLOCK (HNB) SECTION 251 REPORT (2023/24)

- 7.1 Neil Sinclair and Mary Jarrett informed members of the Section 251 commissioned specialist places for 2024-25; The following highlights were noted:
- a) 632 special school places at a cost of £6.253m.
 - b) The place and top up notional budget for Haringey maintained special schools stood at £17.531m.
 - c) Resource base notional funding from the High Needs budget stood at £658k.
 - d) PRU Funding and AP Budget of 78 core places, including 12 hospital places inclusive of top ups stood at £2.329m. Non-core places including SEMH stood at £0.792m. Teachers Pay and Pension grant is paid outside of High Needs budget from a separate grant. Respite Income directly from schools stood at £0.213m.
 - e) The High Needs Budget allocation was last reported to Schools' Forum in January. Latest published allocation is £58.115m less recoupment of £2.410m.

8 SAFETY VALVE PROGRAMME UPDATE

- 8.1 Mary Jarrett provided schools forum with an update since the previous meeting, noting the report had been circulated for members information. The following was noted:
- a) The new bandings and top up funding model was rolled out in September 2024. Through the moderation process, some children's needs resulted in a change of bandings with increase funding, equally there was a recognition that some children no longer required a plan with their EHCP ceased.
 - b) The first new primary resource provision opened at Earlsmead, with expansion of special school places at Riverside.
 - c) Primary schools are submitting expressions of interest for the next round of resource provisions.
 - d) The LA continue to seek a secondary school to accept an additional resource provision for high functioning children with ASD.
 - e) The LA continues to meet the DfE overall targets of reducing the total spend in the high needs block with the targeting of early interventions.

ACTION MJ to request to attend the next secondary Headteacher meeting the specification for the 34 place ASD resource provision.

At 5pm Michael McKenzie leaves the meeting.

9 PROPOSALS FOR THE USE OF ANY POTENTIAL UNALLOCATED GROWTH FUND

- 9.1 Jane Edwards informed Schools Forum that a paper on proposals for the reallocation of potential unspent growth fund would be received at the January meeting. Noted

that £150k was agreed at the July meeting to fund the establishment of a Haringey Integration Programme for Year 11 EAL new arrivals. Noted that the preference would be a proposal to support primary sector; not just a reallocation of funds to all schools.

ACTION Jane Edwards to submit the draft paper to the NLC Chairs to allow review and discussion of the proposals.

10 PROPOSED MEETING DATES FOR 2024-2025 AND WORK PLAN

10.1 The Chair noted that if the meeting scheduled for Thursday 5 December 2024 was required; this would be virtual via Teams. Schools' forum would be informed by 21 November if the meeting was required or not.

10.2 Officers sought a change of date for the January meeting; from 9 to 16 January to allow further time to for officers to complete papers, due to the Christmas holiday.

ACTION

- a) Clerk to email Schools Forum seeking their availability to attend.
- b) Anne Graham and Zena Brabazon to check deadline for the signing and submission of the APT.
- c) Neil Sinclair to check the APT submission.

10.3 The proposed meeting dates for Schools Forum for rest of 2024/25 were noted as:

- Thursday 9th (or 16th) January 2025 at 4pm
- Thursday 6 February 2025 at 4pm
- Thursday 13 March 2025 at 4pm
- Thursday 3 July 2024 at 4pm

11 ANY OTHER URGENT BUSINESS

11.1 Neil Sinclair presented the late paper, titled 'Disapplication request for inflationary top ups for Special Schools'. Noted that the Safety Valve Programme was for 5-year period and endorsed by Schools Forum. However, a schools block transfer of 0.5% would take place every year for the life span of the programme, as a fixed percentage.

11.2 The Chair provided members with an overview of communication with the relevant LA officers on this matter. The Chair drew attention to his email sent prior to the meeting to all members and officers which outlined the School Finance Regulations, in relation to recommendation 1 a) outlined in the paper:

"That Schools Forum approves the application of a disapplication requests to the Department of Education to:

a) Transfer 0.5% of Schools Block into the High Needs Block to ensure that Haringey continues to meet the requirements of the Safety Valve Programme."

11.3 The Chair re-iterated his view within the email that there is no requirement for the LA to submit a disapplication request to Secretary of State regarding a transfer of up to 0.5% from the Schools Block, that there is only a requirement should Schools Forum not approve said transfer and that Schools Forum had no role or remit in terms of approving any LA disapplication request that might arise as a result.

11.4 In terms of Recommendation 1 (b) in the paper, the Chair re-iterated his understanding that Schools Forum does have a role/remit in approving this recommendation since Schools Forum minutes & papers (in accordance with written guidance in the 'Schools Operational Guide') are required alongside any LA disapplication request.

11.5 The Chair made reference to the School Finance Regulations 2023 outlined in the paper had been superseded by the 2024 Regulations.

- 11.6 *Question:* A Forum member asked about the wording in paragraph 2.2 of the paper which stated “...by transferring 0.5% of the DSG or £1.129m into the High Needs Block”, and what this meant? Did it mean that the amount was capped at £1.129m?

The DCS clarified that it was not a capped amount of £1.129m but 0.5%.
The Chair also pointed out that the wording should have been “of the Schools Block”, not DSG.

- 11.7 As a solution to the difference of view between Chair and the Head of Finance and with a view to the pending 18/11/24 DfE deadline for submission of LA disapplication requests in relation to Recommendation 1 a), the Chair proposed that Schools Forum members voted on the following worded proposal:

That Schools Forum APPROVE/SUPPORT the LA’s submission of a disapplication request, regardless of Schools Finance Regulations 2024, should they determine one required, of 0.5% block transfer from the Schools Block to the High Needs Block to continue to meet the terms and conditions of the Safety Valve Programme.

Schools Forum AGREED with the Chair’s recommendation for 1a.

- 11.8 The Chair sought Forum approval on recommendation 1b ‘To freeze top-up funding to Special Schools by retaining the inflationary uplift of 3.4% to contribute towards the savings to be delivered from the Remodel of Financial Support / Top ups workstream within the Safety Valve Agreement’

Schools Forum AGREED recommendation 1b

- 11.9 A member highlighted the increasing trend of parents electing to home school and the impact on safeguarding. Officers provided an overview of the actions the LA were undertaking to ensure there was a sharper focus on home schooling provision and overview.

The Chair closed the meeting at 5:45pm

SUMMARY OF AGREED ACTIONS TO BE CARRIED OUT FOR JANUARY 2025 MEETING

ITEM	ACTION	LEAD
2.4	Chair to liaise with the new primary school Governor applicant and provide an invitation to the next meeting.	WW
4.2.2	<u>Vacancies on the School's Forum membership</u> a) All members to continue recruitment through all avenues to appoint to vacant positions. b) Will Wawn to follow up with Secondary Academies to try and recruit to vacancies. c) For each block that had vacancies, elections to take place to select members to the Forum. d) 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.	All WW All HEP
4.2.3	<u>Vice Chair Election</u> Election of Vice -Chair to be undertaken at the next meeting.	All/Clerk
4.2.6	<u>Haringey Schools Audit</u> Chair to liaise with Haringey Audit to circulate the checklist and assurance criteria to schools.	Haringey schools Audit/ WW
4.2.7	Neil Sinclair to provide an update on meetings with the DfE and other council directorates regarding possible aggregated procurement agreements for schools to buy into.	NS
5.2	<u>High Needs working party</u> a) Phil Di Leo to liaise with Martin Doyle regarding the changes to the High needs working party remit. b) At the next Headteacher briefings LA officers to clarify how issues relating to SEND are cascaded and escalated along with assurances that cases are pupil focused. c) Primary and Secondary Headteachers representatives on SEND Decision making boards (SEND Executive, Safety Valve Steering Group and HEYPSHA) to cascade information to their Headteacher colleagues.	PDL JD/MJ Headteachers
8.1	<u>Safety Valve Programme</u> MJ to request to attend the next secondary Headteacher meeting the specification for the 34 place ASD resource provision.	JD/MJ
9.1	<u>Proposals for the use of any potential Unallocated Growth Fund</u> Jane Edwards to submit the draft paper to the NLC Chairs to allow review and discussion of the proposals.	JE
10.1	<u>January meeting date</u> a. Clerk to email Schools Forum seeking their availability to attend.	Clerk

	b. Anne Graham and Zena Brabazon to check deadline for the signing and submission of the APT.	AB/ZB
	c. Neil Sinclair to check the APT submission.	NC