

**MINUTES OF THE SCHOOLS FORUM
THURSDAY, 23RD SEPTEMBER 2010**

Chair: Tony Brockman

Vice-Chair: Tony Hartney

Attendance:

Quorum: 40% of membership (excluding vacancies)

The Constitution states that non-attendance at three consecutive meetings results in disqualification of membership. Apologies for absence should be submitted to the Clerk at jmosarski@googlemail.com or telephone GSTU 0208 4895030

Term of Office: 3 years

| School Members | | Non-School Members |
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| Head teachers | Governors | |
| Special Schools [1] * Martin Doyle [Moselle] | <i>Special Schools [1]</i> * Vik Seeborun[The Vale] | (non-Executive) LB Haringey Councillor [1] * Cllr Zena Brabazon |
| <i>Children's Centres [1]</i> * Val Buckettt [Pembury House CC] | <i>Children's Centres [1]</i> * Melian Mansfield [Pembury House Children's Centre] | <i>Professional Association Representative [1]</i> * Tony Brockman [Substitute: Julie Davies] [Haringey Teachers' Panel] <i>Trade Union Representative [1]</i> * Pat Forward [UNISON] <i>[Children's Service Consultative Cttee]</i> |
| <i>Primary Community [7]</i> A Andrew Wickham [Weston Park] * Maxine Pattison [Ferry Lane] * Chris Witham [Rhodes Ave] * Will Wawn [Bounds Green] * Cal Shaw [Chestnuts] * Jane Flynn [Alexandra Primary] A Hasan Chawdhry [Crowland] | <i>Primary Community [7]</i> Vacancy * Nathan Oparaeché [St Mary's CE Jnr] * Sarah Crowe [Devonshire Hill Primary] * Asher Jacobsberg [Welbourne] * Vacancy A Louis Fisher [Earlsmead] * Laura Butterfield [Coldfall] | 14-19 Partnership [1] Jane O'Neil {CHENEL} |
| <i>Secondary Community [4]</i> A Alex Atherton [Park View Academy] * Tony Hartney [Gladesmore] * Patrick Cozier [Highgate Wood] A June Jarrett [Sixth Form Centre] | <i>Secondary Community [4]</i> A Janet Barter [Alexandra Park] Vacancy * Imogen Pennell [Highgate Wood] * Sarah Miller (Gladesmores) | <i>E.Y. Private and Voluntary Sector</i> * Susan Tudor-Hart |
| | Observers [non-voting] <i>LBH Cabinet Member for Children & YP</i> A Cllr Lorna Reith <i>Learning & Skills Council</i> Ruth Whittaker <i>Haringey (Teaching) Primary Care Trust</i> | Substitute Members at this meeting * Bill Barker for June Jarrett Also present |
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**MINUTES OF THE SCHOOLS FORUM
THURSDAY, 23RD SEPTEMBER 2010**

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| Vacancy | A | Steve Worth, School Funding Manager |
| <i>Early Years Dvpment & Childcare P'ship</i> | * | Neville Murton, Head of Finance CYPS |
| | A | Ian Bailey, Deputy Director CYPS |
| <i>Greig City Academy</i> | * | Jan Smosarski, Clerk |
| Paul Sutton | | Peter Lewis, Director CYPS Kevin Bartle |
| | * | Ewan Scott [Alexandra park] Observer |
| | * | Mike Claydon [NPCS] Observer |
| | * | Maria Jennings [NPCS] Observe |
| * indicates attendance | A | indicates apologies received |

TONY BROCKMAN [CHAIR] IN THE CHAIR

The Clerk must be informed of changes in membership and substitutions prior to the meeting.

**MINUTES OF THE SCHOOLS FORUM
THURSDAY, 23RD SEPTEMBER 2010**

| MINUTE NO. | SUBJECT/DECISION | ACTION BY |
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| 1. | CLERK'S WELCOME | |
| 1.1 | The Clerk welcomed everyone to the first meeting of the academic year. | |
| 2. | ELECTION OF CHAIR AND VICE CHAIR | |
| 2.1 | The Clerk asked for nominations for a Chair of the forum for a period of one year. Imogen Pennell (IP) proposed Tony Brockman (TB) and this was seconded by Will Wawn (WW). There were no other nominations. TB indicated that he would be prepared to act as Chair. TB was elected Chair by acclamation. TB took the Chair | |
| 2.2 | The Chair asked for nominations for Vice Chair. Cal Shaw (CS) nominated Tony Hartney (TH) There were no other nominations. TH indicated that he would be prepared to act as Vice Chair. TH was elected Chair by acclamation. | |
| 3 | CHAIR'S WELCOME | |
| 3.1 | The Chair welcomed everyone to the meeting. He proposed that the main focus of the meeting should be agenda items 11 and 12 | |
| 4. | MEMBERSHIP | |
| 4.1 | Walter Smith (WS) is no longer a primary school governor and is therefore no longer eligible to be a primary school governor representative on the Forum. The Chair requested that a letter should be sent thanking WS for his many years of service to the Forum. | <u>Clerk</u> |
| 4.2 | Maria Jennings (MJ) has come to the end of her term of office as a secondary school governor at NPCS. MJ is therefore no longer eligible to be a secondary governor representative on the Forum. MJ attended this meeting as an observer. | |
| 4.3 | Will Wawn (WW) is a new primary headteacher representative. WW replaces Sharon Easton. | |
| 4.4 | The Chair requested that each nominating organization put in writing their process for appointing members to the Forum and submit this to the Clerk. A register of the processes used will then be kept. This is a statutory requirement for all School Forums. | <u>All nominating groups</u> |
| 4.5 | Changes of membership and substitutions must be notified to the clerk prior to the meeting | <u>All</u> |
| 5. | APOLOGIES AND SUBSTITUTE MEMBERS | |
| | Apologies were received from Mark Rowlands, Andrew Wickham, Steve Worth, Ian Bailey, Alex Atherton, Hassan Chawdhry and Cllr Reith. | |
| | DECLARATIONS OF INTEREST | |

**MINUTES OF THE SCHOOLS FORUM
THURSDAY, 23RD SEPTEMBER 2010**

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| 6. | There were no new declarations of interest. | |
| 7. | MINUTES OF THE MEETING HELD ON 1ST JULY 2010 | |
| 7.1 | AGREED The minutes of the meeting held on 1 st July 2010 were agreed and signed as a true record. | |
| 8 | MATTERS ARISING FROM THE MINUTES NOT ON THIS AGENDA | |
| 8.1 | <u>Minute 6.1</u> – Fraud – There has been a marked decline in the numbers of recorded incidents of cheques being intercepted. Schools have been advised to use external post services, however there are cases of cheques posted externally being intercepted. The LA continues to look into making payments electronically. | |
| 8.2 | <u>Minute 7.5</u> – Contingency Panel – the panel is due to meet on October 4 th . Clawbacks should have taken place by now; Steve Worth (SW) will confirm whether this had happened. It was agreed that TH join the panel. | |
| 8.3 | <u>Minute 9.6</u> – Schools Admissions Code – a letter has been sent on behalf of the Forum | |
| 8.4 | <u>Minute 13.2</u> – Update on Single Status - a short report from Steve Davies was tabled. It was agreed to consider this under A.O.B. | |
| 9 | FORWARDPLAN | |
| | NOTED The work plan was noted | |
| 10 | CONSTITUTION OF THE HARINGEY SCHOOLS FORUM | |
| 10.1 | The Forum had set up a working party, which made an initial report back in July. Following further work the new constitution has now been presented for ratification. Once agreed the constitution will be sent out to all Forum members and interested parties. | |
| 10.2.1 | Susan Tudor- Hart asked members to consider increasing PVI representation on the Forum. She felt that one member could not adequately represent the needs of the three areas of this sector. | |
| 10.2.2 | The Forum can request the LA to make changes to the composition of the Forum but cannot makes such changes themselves. AGREED: it was agreed to request the LA that an additional place on the Forum could be made available for a further representative from the PVI sector. | Officers |
| 10.2.3 | Post 16 representation – The Forum were of the view that post 16 representation on the Forum was adequately covered by the secondary school representation and the 14-19 representative. | |
| 10.2.4 | The proposed constitution set the quorum for a meeting as 2/5 of the membership <i>including</i> vacancies. It was suggested that the proposal put an onus on the nominating organizations to ensure that vacancies were filled. However, members expressed concern that this could make it difficult to hold quorate meetings. | |
| 10.2.5 | Members voted on whether the wording should be changed to 'Any meeting of the Forum will be deemed to be quorate provided that two fifths of the membership (excluding vacancies) of the Forum are present | |
| | VOTES FOR 16 VOTES AGAINST 1 ABSTENTIONS 0 | |

**MINUTES OF THE SCHOOLS FORUM
THURSDAY, 23RD SEPTEMBER 2010**

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| | The proposal was AGREED | |
| 10.2.6 | <u>Recommendation 1</u> – Subject to agreed revisions the Forum adopts and abides by the attached Constitution, Procedural Matters and Terms of Reference AGREED | |
| 10.2.7 | <u>Recommendation 2</u> – The final agreed documents are made available widely to all maintained schools and other interested parties AGREED | |
| 11 | THE NATIONAL SCHOOL FUNDING METHODOLOGY 2011-12 | |
| 11.1 | The present method of allocating the Dedicated Schools Grant (DSG) is known as 'spend plus.' The previous government had planned to reintroduce a new formula and had consulted on what factors should be included. The response from the forum in support of the 'hybrid' approach to the Area Cost Adjustment had been widely supported by schools, governors, parents – in addition it had cross party support from local M.P's. The DFE's analysis of the consultation responses showed that there had been far more responses from Haringey and Newham than any other areas of the country. However the new government has decided to continue with the 'spend plus' methodology for another year whilst the pupil Premium is introduced. | |
| 11.2 | Other changes proposed are the incorporation of certain grants within the DSG allocation. These are likely to be the School Standards Grant (SSG), School Standards Grant (Personalisation) (SSG(P)) and School Development Grant. The Forum will further discuss the way in which this element of the DSG will be allocated to schools in the future. | |
| 11.3 | The Early Years Single Funding Formula (EYSFF) will be implemented from April 2011. | |
| 11.4 | The Minimum Funding Guarantee (MFG) will be retained into 2011-12 but could be a negative figure. This could be used to reflect very low levels of inflation. | |
| 11.5 | One of the key priorities will be the Pupil Premium aimed to reduce the attainment gap of pupils from disadvantaged backgrounds. Although this is 'new' money funded from additional resources outside the Schools Budget there may be a reduction in other grants outside the DSG. The government has recognised the need to distribute the Pupil Premium differently across the country. Interestingly they are proposing to apply the hybrid methodology for the Pupil Premium, which was so strongly supported by Haringey during the consultation on the DSG review. This could be a positive indicator that a similar approach will be used if a formula based approach is introduced for distributing the DSG in the future. | |
| 11.6 | The consultation process will end on the 18 th October and it is proposed that the LA and Schools Forum submit a joint response. | |
| 11.7 | Members discussed the implications of the decision to use the hybrid approach to allocate the Pupil Premium to authorities. The money once allocated will all have to be distributed to schools. Exactly how this will be done will be the subject of a future forum debate. | |
| 11.8 | Points raised by Forum members included; Free schools and how they will be funded. The Chair explained that the arrangements for the funding of Free Schools were as yet unclear and there would be no | |

**MINUTES OF THE SCHOOLS FORUM
THURSDAY, 23RD SEPTEMBER 2010**

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| | <p>impact this Year. The Pupil Premium will apply to special schools and mainstream schools alike although it is not clear whether Nursery Schools and Sixth forms are included. Officers undertook to investigate this. It would seem probable that there would not be different categories or levels of need. A pupil would either attract Pupil Premium or not. The consultation document looks at three main indicators that could be used for the allocation of funding these are eligibility for free school meals (FSM), tax credit indicator, for pupils in families in receipt of out of work tax credit or the use of commercial packages such as Mosaic or Acorn.</p> | |
| 11.8 | <p>Recommendation 1: That the proposed changes are noted NOTED</p> | |
| 11.9 | <p>Recommendation 2: That Haringey Council and Haringey Schools Forum return a joint response to the consultation. AGREED</p> | |
| 11.10 | <p>Recommendation 3: The responses set out in Annex C are endorsed. AGREED</p> | |
| 12 | <p>THE REVIEW OF THE HARINGEY SCHOOLS FUNDING FORMULA</p> | |
| 12.1 | <p>It is now known that the DSG for 2011-12 will be for a single year only. The next three-year period will start in 2012. Once in a three-year funding period changes to the funding formula should only be made in exceptional cases. The interim year single year (2011-12) will provide an opportunity for a further review of the funding formula. The following proposed changes were considered by the Forum.</p> | |
| 12.2.1 | <p>Premises Formula – at the last meeting it was reported that there may be a need to review the Premises Formula to recognise increased energy costs in new build schools. Further work has indicated that where appropriate controls are in place these increased costs relate to increased ICT provision. These costs are curriculum costs and form part of the AWPU. Specific plant and funding factors for new build schools already exist. There is therefore no need to change the Premises formula at this time.</p> | |
| 12.2.2 | <p>Members again expressed surprise and concern that energy costs of new build schools were higher than existing schools. It was felt that this was hardly an encouragement to schools to become more sustainable. Cllr. Brabazon asked how schools with old plant facilities were factored into the Premises formula. NM replied that the way priorities are identified would be part of the budget strategy discussions which would identify what the factors were and where priorities would lie within the factors.</p> | |
| 12.3 | <p>Transitional Arrangements for Expanding Schools on Split Sites – the issues here were similar to those of setting up new schools. Initially as pupils entered the school, one form of entry at a time the additional AWPU generated would be insufficient to cover all of the additional staffing costs – for example staffing additional reception points, additional site management costs. In addition the running costs of a new split site would be sufficiently met by the AWPU. It is proposed to factor in additional funds using the MBA formula. These additional funds would reduce year on year as additional year groups joined the school.</p> | |

**MINUTES OF THE SCHOOLS FORUM
THURSDAY, 23RD SEPTEMBER 2010**

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| 12.4 | Inclusive Learning Campus –it is proposed to that the funding formula should recognise the additional costs required to support children with additional / special needs to be able to access increasing levels of inclusion in their partner mainstream schools. Work is being undertaken to identify the level of these additional funds. Martin Doyle (MD) pointed out that The Vale School has an existing detailed partnership arrangement it's with mainstream partners that has run successfully for a number of years. This could be a useful basis for such work. MD further asked if the increased number of places for pupils with complex special needs would have an impact on budgeting. NM replied that there would be a positive impact, as fewer children would need to be placed out of borough. | |
| 12.5 | Early Years Single Funding Formula (EYSFF) – a separate consultation would need to be carried out on the EYSFF. The Chair expressed disappointment that there would have to be a separate consultation process on this issue. He recognised that the LA Early Years Policy was only now in development had resulted in this consultation being out of synchronisation with the rest of the formula review. | |
| 12.6 | Prior Attainment data – in the interests of consistency teacher assessment data will be used for all schools when collecting prior attainment data. | |
| 12.7 | Haringey Sixth Form Centre – minimum basic allocation. An additional payment of £24,597 will be made for this year only. Future levels of MBA allocation will be part a wider review of the funding formula for special resource provisions. | |
| 12.8 | Recommendation – to endorse the proposed changes to Haringey's Schools Funding Formula for consultation AGREED | |
| 13 | UPDATE FROM WORKING PARTIES | |
| 13.1 | ACA Working Party – this working party will convene when necessary. The outcomes of the consultation on changes to the DSG were reported in agenda item 10 | |
| 13.2.1 | EYSFF Working Party – members discussed how this working party had become a 'board' with a different composition. Officers were asked to clarify this point. | <u>NM</u> / <u>SW</u> |
| 13.2.2 | Members discussed concerns around admissions procedures for the Early Years provision – there is a lack of clarity of how admission to the different settings available will be managed and how families will be advised. | |
| 14 | ANY OTHER URGENT BUSINESS | |
| 14.1 | Single Status – Response to the tabled paper. TH stated that some evaluations had been made at certain grades but not all. Pat Forward (PF) agreed that there had been delays mainly because the responses from schools when job descriptions had been requested had been slow. LB stated that the requests had been unclear and some members felt that the information had been submitted but subsequently been lost. Members asked that Steve Davies be invited to the next meeting in order that they could discuss their concerns. | <u>NM</u> |
| 15 | DATE OF THE NEXT MEETING | |
| | The next meeting will be on 11 th November 2010 3.45 for 4p.m. | |

**MINUTES OF THE SCHOOLS FORUM
THURSDAY, 23RD SEPTEMBER 2010**

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| | The Chair thanked everyone for attending | |
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The meeting closed at 5.50 pm

TONY BROCKMAN

Chair