

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 3 OCTOBER 2013**

Schools Members:

Headteachers: **Special (1)** - *Martin Doyle A (Riverside),
Children’s Centres (1) - Julie Vaggers (A) (Rowland Hill),
Primary (7) *Dawn Ferdinand (The Willow), *Fran Hargroves (St Mary’s CE), *Will Wawn (Bounds Green) *Cal Shaw (Chestnuts), *Julie D’Abreu (Devonshire Hill), * Nic Hunt (Weston Park) *James Lane (St Francis de Sales)
Secondary (2) *Alex Atherton (Park View), *Tony Hartney (Gladesmore),
Primary Academy (1) *Linda Sarr (A) (St Ann’s),
Secondary Academies (2) Simon Garrill (A) Heartlands, *Michael McKenzie (Alexandra Park)

Governors: **Special (1)** *Vik Seeborun (The Vale)
Children’s Centres (1) *Melian Mansfield (Pembury)
Primary (7) Miriam Ridge (Our Lady of Muswell), Asher Jacobsberg (A) (Welbourne),* Louis Fisher (Earlsmead), Laura Butterfield (A)(Coldfall), Andreas Adamides (Stamford Hill), *Jan Smosarski (A) (Bruce Grove),*Sandra Carr (St John Vianney)
Secondary (3) *Liz Singleton (Northumberland Park),* Imogen Pennell (Highgate Wood), Keith Embleton (A) (Hornsey)
Primary Academy (1) Vacancy
Secondary Academy (1) *Marianne McCarthy (Heartlands),

Non School Members:- **Non – Executive Councillor** - *Cllr Zena Brabazon
Professional Association Representative - Vacancy
Trade Union Representative - Pat Forward
14-19 Partnership - June Jarrett A
Early Years Providers - *Susan Tudor-Hart
Faith Schools - Mark Rowland

Observers:- **Cabinet Member for CYPS** (*Cllr Ann Waters)
Education Funding Agency

Also attending: Steve Worth, Finance Manager (Schools)
Wendy Sagar, Interim Head Finance (CYPS)
Carolyn Banks, Clerk to Forum
Jon Abbey, Assistant Director, CYPS

- * Members present
- A Apologies given

TONY HARTNEY [CHAIR] IN THE CHAIR

MINUTE NO.	SUBJECT/DECISION	ACTION BY
1.	ELECTION OF CHAIR AND VICE CHAIR	

**MINUTES OF MEETING OF THE SCHOOLS FORUM
THURSDAY 3 OCTOBER 2013**

	<p>The Clerk invited nominations for the position of Chair for the ensuing year. Tony Hartney was nominated by Mike McKenzie, seconded by Liz Singleton. There were no other nominations received. Tony Hartney was duly appointed as Chair to the Forum for 2013/14.</p> <p>The Chair invited nominations for the position of Vice- Chair for the ensuing year. It was noted that Laura Butterfield had expressed her wish to be considered. Laura was nominated by Will Warn, seconded by Liz Singleton. There were no other nominations received. Laura Butterfield was duly appointed as Vice -Chair to the Forum for 2013/14</p>	
2.	CHAIR'S WELCOME The Chair welcomed everyone to the meeting.	
3.	APOLOGIES AND SUBSTITUTE MEMBERS	
3.1	Apologies for absence were received from Simon Garrill, Julie Vaggers, Keith Embleton, Asher Jacobsberg, Laura Butterfield and June Jarrett.	
4.	DECLARATION OF INTEREST (Agenda Item 4)	
4.1	There were none.	
5.	MINUTES OF MEETING HELD ON 3 July 2013 (Agenda Item 5)	
5.1	<p>AGREED: The minutes of the meeting were agreed as a true record subject to the following corrections:</p> <p>7.10 WW raised some concern over the proposed top slice of 2% for administering the programme especially, as was agreed by the LA, there would be a shortfall in the amount of 2 year old places available in the coming year, yet the LA would still be able to retain all the funding received for the target amount of pupils. There would therefore be no actual need to top slice 2% to fund the administration of the programme, as there would be a very large amount of surplus funding to do so. The Forum noted that surplus balances at 31 March 2014 would be recommended for carry forward.</p>	
6.	<p>MATTERS ARISING</p> <p>9.4 SW informed the Forum that whilst he would endeavour to obtain the outturn for Academy schools the LA did not automatically receive returns from them. It was also noted that their financial year was the same as the Academic year and therefore the end of year details would not yet be published.</p> <p>9.2 SW was of the view that improvements within the LA could be made in tracking balances from schools; notification of commitments and plans to the LA being part of the requirements from governing bodies in closing their accounts.</p> <p>11.3 MM provided the Forum with a verbal update on the work of the</p>	SW

**MINUTES OF MEETING OF THE SCHOOLS FORUM
THURSDAY 3 OCTOBER 2013**

	Early Years Working Group. She raised the groups' concern over the reduced number of places that will be available for 2 year old provision from April 2014. The group had discussed at length how the places would be allocated as there did not appear to be any criteria and some settings were full. It appeared that there was no follow up work with the families who had not secured places. In addition the Working group had asked for an Early Years strategy and understood that they would be consulted as part of the Council process to approve an updated strategy. The next meeting of the Working group would be looking at the allocation of the Early years block.	
7.	MEMBERSHIP AND CONSTITUTION (Agenda Item 7)	
7.1	Following the previous meeting the Clerk updated the Forum on the membership.	
7.2	In response to the changes in membership and the loss of expertise provided to the Forum provided by Mike Clayden, WS referred to the constitution whereby Mike Clayden, although not a member of the Forum, could be invited to provide financial or technical advice to support the work of the Forum.	
7.3	RESOLVED: 1. That the membership changes be noted. 2. That the revised constitution be approved. 3. That the planned review of the total membership scheduled for July 2015 be noted. 4. That MC be invited to participate as and when appropriate.	CB
8.	CLOSURE OF JOHN LOUGHBOROUGH SCHOOL -UPDATE (Agenda Item 8)	
8.1	SW provided an update on the closure of the John Loughborough school on 31 August 2013 and the transitional arrangements now in place. The Forum noted that the next meeting would receive a further report setting out the financial implications.	
9.	PROPOSAL FOR 5-16 SCHOOLS FUNDING FORMULA 2014/15	
9.1	SW provided the Forum with an update on the proposed national funding formula and local funding formula changes for 2014/15. He reminded the meeting of the restrictions on the number of factors that could be used for distribution of the funds and prescription on how the factors are used from April 2014. In addition the Council was reviewing its local funding formula for 2014/15 for distribution in particular through deprivation and Additional Needs (AEN) factors compared with the basic entitlement. A consultation document on this had been sent to schools, the outcome of which would be reported to the Forum's next meeting. In response to a query around rationale for the national change, SW reported that he may obtain further clarification in November when he attends a National Funding conference.	
9.2	The Forum noted the three main national changes for 2014/15 around the mobility factor, secondary prior attainment and lump sum.	

**MINUTES OF MEETING OF THE SCHOOLS FORUM
THURSDAY 3 OCTOBER 2013**

9.3	WW stated that the DfE's proposed use of English to assess secondary prior attainment was not correct as English had now been replaced by reading and writing. SW agreed to clarify.	SW
9.4	The review of the local funding formula had been undertaken by the working party. The working party had compared Haringey's factors, values and proportions of funding with national averages and with a targeted comparator group of Local Authorities. The results indicated that Haringey's formula allocated too little through the basic entitlement at 63% compared with 74% nationally. The working party were of the view that the AEN and deprivation factors used and their relative values were the correct ones and that the modelling option for 2014/15 could reduce the value of these factors proportionately and redistribute the savings through the basic entitlement. In response to a query MMcK explained the rationale behind the findings of the working party and that they had looked at other Local Authorities with similar levels of deprivation. The working party had also looked at the ratio of primary to secondary per pupil funding.	
9.5	The consultation covered the DfE's goal of narrowing the funding gap between primary and secondary per pupil rates. The national average before recent changes was 1:1.27, with Haringey at 1:1.42 which was at the higher end of the national range. The changes introduced in 2013/14 reduced the ratio to 1:1.377. The structural differences in class size and contact time remain in place, although the Working party thought that the differential should be further reduced to 1:1.35 which would be achieved through a narrowing of the basic entitlement differential and a reduction in the secondary lump sum to £100,000. There were four options being modelled as part of the consultation to take into account all of the proposed changes. Of the six responses received to date only one had suggested that there needed to be more money invested in secondary prior attainment. WW stated that if the factors were the same then they would be at odds with primary convergence. SW advised that should there be a common view from the secondary schools the Forum could consider retaining the ratio of 1.1.35, but with a high proportion of the funding targeted at prior attainment, this would change the distribution in secondary schools. AA queried the rationale for changing the basic entitlement and felt that it was a shame that the only increase in funding was through the pupil premium. JA explained that a recalculation now would help with prevention and early intervention and was a step in moving towards the likely model in 2015, rather than having a huge change in that year. The Forum was reminded that there were very few factors that were available to use to vary the outcome, especially as 91% was pupil led.	
9.6	In response to a suggestion from ZB that doing nothing might be an option for the next year, as the proposals would effectively mean a shift of money from more deprived to less deprived schools. SW advised that this was an option with local changes. In response to a query from JL regarding the reasons why the convergence between primary and secondary schools could not happen quicker SW explained the historic structural reasons in terms of the tutor groups of 27 in secondary schools. However in the event of a national formula secondary schools may have to move to a 30 tutor group model.	

**MINUTES OF MEETING OF THE SCHOOLS FORUM
THURSDAY 3 OCTOBER 2013**

9.7	TH reminded the Forum that it had taken many years to get a rebalance in funding to provide more to schools with higher levels of deprivation and moving funds away from such schools would not be popular. NH stated that there was an issue for schools in the west of the borough which do not qualify for deprivation yet had many statemented children. Cllr Waters also added that many schools in the west of the borough had difficulties in recruiting teachers other than NQT's. She felt that it was important to get it right and ensure fairness. In response to a comment from STH around schools with the highest levels of deprivation it was noted that in general terms the funds moved from east to west and that under Model 4 the schools with the highest levels of deprivation suffered the most. WW was of the view that although models 2 and 3 were the most favoured it was right for transparency sake to show all four models.	
9.8	Although as stated by WW the percentage change from 12/13 to 13/14 was not shown, the Forum noted that the Minimum Funding Guarantee (MFG) would remain at -1.5% for 2014/15, which would provide some protection for any schools losing out from the modelling changes. MMcK reminded the Forum that a significant number of schools had received substantial increases in funding in 2013/14.	
9.9	The Forum noted that the DfE required agreement on the appropriate proportion (%) of deprivation funding, defined as funding allocated through free school meals and income deprivation affecting children index (IDACI).	
9.10	The Forum accepted that the working party, in providing the four models had tried to address some of the imbalances from 2013/14 and to be as fair as possible to all schools. There would be a further report to the next meeting with feedback from the consultation with schools before submission of a draft proforma to the Dfe by the end of October.	
10.	CONFIRMATION OF DSG ALLOCATION PUBLISHED IN JULY 2013.	
	SW informed the meeting of the latest position on the DSG which showed a further minor adjustment of £70K in the number of early years pupils funded, which it was agreed would be offset against the early years' contingency. The Forum also noted that there was likely to be further in year DSG adjustments for the Early Years block following the January 2014 census.	
11.	FEEDBACK FROM WORKING GROUPS	
11.1	High Needs	
	MD informed the Forum that the working group had recently met to consider top up funding. It was noted that the NLSA were trying to look at commonalties and sharing information across the boroughs, but many budget profiles were still unknown. The Working Group had requested information on behavioural issues. It was pleasing to note that fewer children were now being placed in independent and out of borough special schools, as a result of winning tribunals and the LA's special schools provision. There was a big issue	

**MINUTES OF MEETING OF THE SCHOOLS FORUM
THURSDAY 3 OCTOBER 2013**

	around the 16-25 age group, which was a new responsibility for the Local Authority, had financial implications and would require careful monitoring. This was an area for further work.	
11.2	Early Years.	
	This was taken earlier in the meeting.	
11.3	<p>Alternative Provision</p> <p>JA advised that there would be a written report to the next meeting. The Forum was reminded that Ofsted had placed the provision in special measures. Both the Acting Headteacher and Deputy had left and a new Interim Headteacher and two deputies appointed. In addition new governance arrangements had been put in place, which included appointing Simon Garrill as Chair and Tony Hartney as Vice Chair. Whilst the LA was keen to pursue the limited options available for the future, it was noted that the DfE were keen for an Academy order to be sought, with Triborough Alternative Provision Multi-Academy Trust as the sponsor. A meeting was being sought with the DfE to pursue alternatives and to seek approval to the closure of the secondary element, with a view to a free school provider for this provision. If no such provider was forthcoming the LA would be looking to commission secondary places outside the borough. The primary element would then move to the Octagon premises. It was hoped that there would be a speedy decision which would enable the changes to be made by September 2014. Ofsted had also paid a monitoring visit and whilst good progress was being made teaching and learning was still not good.</p> <p>In response to a question around the possibility of moving other professionals into the building JA confirmed that the LA had invested a lot into the building and would not wish to lose the asset.</p>	
12.	WORK PLAN FOR ACADEMIC YEAR 2013/14	
	The workplan had been circulated with the papers and was duly noted, subject to the addition of the outcome of consultation on the Funding formula to the 24 October meeting.	WS
13.	ANY OTHER URGENT BUSINESS	
	<p>- St Mary's CE bulge class</p> <p>The Forum was reminded that some funds had been held back in contingency for bulge classes. In agreeing to take on an extra Year One class due to being a split site the school had to place this class within the junior part of the school. As a consequence they were seeking financial support to enable them to recruit an additional member of staff, at an estimated cost of around 15K. The Forum was advised that the money would be found from the Growth Fund. In response to a query SW advised that the request was for one year only as there was some building work being undertaken. It was not considered that this would set a precedent.</p>	

**MINUTES OF MEETING OF THE SCHOOLS FORUM
THURSDAY 3 OCTOBER 2013**

	The Forum agreed the allocation of funding to support the recruitment of an additional member of staff, estimated to be around £15k from the Growth Fund.	
14.	DATE OF FUTURE MEETINGS 24 October 2013 2 December 2013 16 January 2014 26 February 2014 22 May 2014 3 July 2014	

The meeting closed at 5.30 pm

TONY HARTNEY

Chair