

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 23 OCTOBER 2014**

Schools Members:

Headteachers: **Special (1)** - *Martin Doyle (Riverside),
 Children's Centres (1) - *Julie Vaggers (Rowland Hill),
 Primary (7) *Dawn Ferdinand (A)(The Willow), *Fran Hargrove (St Mary's CE), *Will Wawn (Bounds Green) *Cal Shaw (Chestnuts), *Julie D'Abreu (Devonshire Hill), Nic Hunt(A) (Weston Park) *James Lane(St Francis de Sales)
 Secondary (2) Helen Anthony (A) (Fortismere), *Tony Hartney (Gladesmore),
 Primary Academy (1) Sharon Easton (St Paul's and All Hallows),
 Secondary Academies (2) Elma McElligott (A) (Heartlands), Michael McKenzie (A) (Alexandra Park)

Governors: **Special (1)** * Michael Connah
 Children's Centres (1) *Melian Mansfield (Pembury)
 Primary (7) Miriam Ridge (Our Lady of Muswell), Asher Jacobsberg (A) (Welbourne), *Louis Fisher (Earlsmead), *Laura Butterfield (Coldfall), *Andreas Adamides,(Stamford Hill), 2 vacancies
 Secondary (3) *Liz Singleton (Northumberland Park),* Imogen Pennell (Highgate Wood), Keith Embleton (Hornsey)
 Primary Academy (1) *Liza Sheikh Wali
 Secondary Academy (1) *Marianne McCarthy (Heartlands),

Non School Members:- **Non – Executive Councillor** -Cllr Opoku(A)
 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
 Pupil Referral Unit – Gordon McEwan (A)

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

Also attending: Steve Worth, Finance Manager (Schools and Learning)
 Carolyn Banks, Clerk to Forum
 Jon Abbey, Assistant Director, Schools and Learning
 Katherine Heffernan, Head of Finance (CCAPS)
 Paul Smith, Interim Head of Schools HR
 Ngozi Anufoyu, Early Years Commissioning Manager
 Lucy Vaughan, Project Manager,
 Charlotte Levey, National Management Trainee
 Wendy Sagar, Consultant

* Members present
A Apologies given

TONY HARTNEY IN THE CHAIR

MINUTE NO.	SUBJECT/DECISION	ACTION BY
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1	CHAIR'S WELCOME The Chair, welcomed everyone to the meeting.	
2.	APOLOGIES AND SUBSTITUTION MEMBERS	
2.1	Apologies for absence received from Nic Hunt, Gordon McEwan, Asher Jacobsberg, June Jarrett, Mike McKenzie, Helen Anthony, Cllr Opoku and Elma McElligott,	
	The Clerk advised that Simon Garrill had resigned and Elma McElligott had been appointed as a Secondary Academy Headteacher representative. Sharon Easton had been appointed as the Primary Academy Headteacher representative.	
2.2	There were no substitute members for this meeting.	
3	DECLARATION OF INTEREST (Agenda Item 3) There were no declarations.	
4	MINUTES OF MEETINGS HELD ON 3 JULY 2014	
4.1	The minutes of the meetings held on 3 July 2014 were agreed as a correct record, subject to the correct spelling of Laura Butterfield's name.	
5.	MATTERS ARISING	
	28 February – SW advised that an item on overheads would be included within the budget strategy report to the Forum meeting in December.	
	7.8 – SW informed the Forum that the Panel to consider the allocations from contingency for schools in financial difficulty would shortly be convened.	
6.	UPDATE ON EARLY HELP AND PROPOSALS FOR RELATED EXPENDITURE	
6.1	NA provided the Forum with a report and presentation in respect of proposals for Early Help linking to Family support and the LAC Residential Placements and the development of an Early Help Strategy. It was hoped that there would be a strong focus on the family and early intervention designed to enable sustainable family cohesion, equipping families to deal better with future needs.	
6.2	It was expected that there would be full engagement and cooperation of partners and this would lead to fewer families being in need of social care provision. NA explained that the aim was that there would be strong partnerships working together to enable families to be self resilient, achieving better outcomes for children and young people. It was noted that there was some work to do around ensuring that there was a skilled workforce in place. The Forum also noted that it could mean that the offer could vary across the borough. There was also work to be done around engaging with the community and ensuring that the offer was what families would want.	
6.3	An Early Help Partnership Board has been established, which included Forum members including STH representing the PVI sector. This board had taken ownership of the draft strategy. Also an Early Help pathway	

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	was being developed, with six early years co-ordinators recruited to deliver advice and guidance to agencies across the pathway and ensure better access to coordinated support Furthermore Family Support Services across the Council has been integrated into a single Early Help team, allowing a single point of access to a full range of dedicated family support.	
6.4	There was currently four Early Help Forums in operation, based in the Network learning community localities with the remaining two to be established in November 2014. These Forums engaged with a range of stakeholders facilitating multi agency work around children and families with more complex needs, who did not reach the threshold for social care.	
6.5	The Forum noted that there would be a further report to the next meeting in respect of the combined allocation from the Schools and High Needs Blocks to support the early help team and in respect of the allocation for the LAC Residential Placements budget.	
6.6	In response to a query it was noted that narrowing the gap could relate to a number of areas including health, housing, well being etc. Consequently it was important to establish action priorities.	
6.7	WW asked for clarification around the cost of Early Help team and the request for £1.35m from the Schools and High needs block and whether any monies would come from the general fund. He also asked for more details as to what the money would be spent on. NA advised that the initial first step was to move to an integrated team and to ascertain how support from the universal offer within the mainstream setting worked. It was then hoped that at a later date there would be benefits from economies of scale, with the prevention of duplication of work.	
6.8	With regard to the timescales for an operational plan JA advised that it was necessary to put in the building blocks first, to ensure that the right people were engaged, to carefully determine resources, involve schools in planning and in due course, which was probably 3 -4 year away it was hoped that there would be financial savings. The Forum would receive regular reports on progress.	
6.9	In response to JV's concern over the lack of any mention of children's centres, NA advised that it was more about health visiting as a type of service rather than being built around a centre model. JV felt that there had been some pioneering work undertaken around integration in children's centres which could inform this work. JA confirmed whilst that children's centres needed to be included it was important to look across all services and to be forward thinking.	
6.10	NA advised that there was work to do around CAMS in respect of a redesign and working on a commissioning framework. NA also provided clarity around Priority 3 (Sustaining resilience for children, young people and families) stating that the concept was to look at how in the first instance to support families to become resilient and prevent dependency. JA advised that an early help offer had to be in place and there had to be an assessment of impact. A redesign of the offer was crucial and a number of proposals were currently being explored. The Forum noted that they would receive regular updates.	
6.11	In response to a query around the use of CAMS tiers the forum noted this system was not being recommended for use.	
6.12	The Forum AGREED to note the proposals and that there would be a	NA

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	further report on the Early help pathway, model and offer to future meetings.	
7.	DEDICATED SCHOOLS BUDGET STRATEGY	
7.1	In advance of a further report to the December meeting the Forum received an outline of the proposed DSB strategy. It was noted that with the increasing emphasis on schools as commissioners and with an incremental increase in funding delegated to schools or devolved to NLC's, the Council would be able to restructure its service offer to ensure that only the highest quality services were traded.	
7.2	For the schools block of the DSB no changes were likely to be proposed to the local funding formula in 2015/16, other than the creation of an In Year Fair access panel budget from within the High Needs Block for late admissions to Year 11. There was some concern expressed as to why this should come from the already over pressurised block. SW explained the money would not affect this block; at present secondary schools were asked to contribute every year, but the proposals would mean effectively a top slicing of funds through a central streamlined budget. It was noted that this affected around 30- 40 pupils admitted after the October census per year. Further details around size would also be presented in respect of the retention of the growth fund. De -delegation would be sought for the schools in financial difficulty and for support to underachieving ethnic minority groups.	
7.3	With regard to centrally retained budgets the Forum would be asked to retain funding, but for some areas this would be at a lower level than in 2014/15, and there was a likelihood of further reductions in 2016/17 and 2017/18.	
7.4	There was pressure on the early years block to find savings in the long term to fund the £6 per hour rate for 2 year olds, which exceeded the £5.28 received per hour. Whilst the Forum would be asked at the next meeting to approve the retention of the current central budgets, work was continuing on full time places from September 2015, childcare subsidy, and three and four year old funding formula. The next meeting would also receive an update on the projected outcome for the High Needs block and it was noted that the High Needs block working party would be reconvened to consider prior to the next meeting.	SW
7.5	Clarification was sought around the role of the school as a commissioner, which would mean that schools would have the money in their budgets and be able to purchase services from the Council. Consequently the Local Authority was seeking to ensure that their services were of high quality to be attractive to schools.	
8.	TRADED SERVICES TO SCHOOLS	
8.1	LV informed the Forum that the offer of traded services was part of a programme started last year. In line with other Councils a review of the suitability and structure of services to schools was being undertaken. It was noted that the Council having agreed to invest in a traded model was currently exploring delivery vehicles for the services. The objective was to provide high quality support to schools to meet their requirements and to	

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	assess the potential for setting up a new delivery model to support traded activity and increase the involvement of schools. With these proposals schools would become commissioners for services.	
8.2	It was important for the Local Authority to have a good understanding of schools requirements and for schools to be clear in their understanding of what they would be buying into. To assist with this an outline offer was being developed which highlighted what was currently provided by the DSG allocation and what the traded offer would provide. Details of the next stage of the process were noted. A more detailed report would be presented to the next meeting. The Forum also noted that a programme Board was being set up to oversee delivery. The Forum also noted that the proposals had been presented to some Headteachers through the NLC's and three Headteachers were involved providing critical challenge and support.	LV
8.3	In response to questions it was noted that prices would be competitive and subject to benchmarking, with evidence as necessary being provided. It was therefore important that there was sufficient clarity over what was provided as part of the core offer and what was offered as a traded service.	
8.4	Some concern was expressed that there could be a loss of expertise in the event of people with schools experience and expertise being replaced with corporate people.	
8.5	JA confirmed that the proposals were not about making money but providing a good service for schools, The alternative to the traded offer would be for the LA to only provide the statutory services and to signpost for other services. In response to a further comment JA stated that he was happy for governor representation to be included on the Programme Board.	
9.	UPDATE ON THE DELIVERY OF THE TWO YEAR OLD PROGRAMME IN HARINGEY AND BUDGET PROJECTIONS FOR 2014-2019	
9.1	NA updated the Forum on progress on the delivery of the two year old programme. An overview of the programme was provided together with a revised profile of the budget and projected expenditure for the financial years 2014 to 2019. The Forum was also reminded of the budgetary pressures envisaged in meeting the £6 per hour funding rate which would create budgetary pressures from 2018/19 on an annual basis.	
9.2	The Forum noted that the DfE were satisfied with the planned number of places set to increase to 846 by the end of December 2014. It was also hoped that there would be around 1100 children taking up places by January 2015, this was attributed to the work being undertaken with childcare providers to develop two year old early years free entitlement places. It was therefore pleasing to note that the anticipated shortfall would not happen until 2018/19.	
10.	WORK PLAN 2014/15	
10.1	The proposed workplan for 2014/15 was noted	
11.	ANY OTHER URGENT BUSINESS None	
12.	DATE OF FUTURE MEETINGS • 4 December 2014	

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	<ul style="list-style-type: none">• 15 January 2015• 25 February 2015• 21 May 2015• 8 July 2015	
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The meeting closed at 5.20 pm

TONY HARTNEY

CHAIR