

**MINUTES OF THE SCHOOLS FORUM MEETING
THURSDAY 4 DECEMBER 2014**

Schools Members:

Headteachers: **Special (1)** - *Martin Doyle (Riverside),
Children's Centres (1) - *Julie Vaggers (Rowland Hill),
Primary (7) *Dawn Ferdinand, (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) (Woodside), *Michael McKenzie (Alexandra Park)

Governors: **Special (1)** * Michael Connah
Children's Centres (1) *Melian Mansfield (Pembury)
Primary (7) Miriam Ridge (Our Lady of Muswell), *Asher Jacobsberg (Welbourne), *Louis Fisher (Earlsmead), *Laura Butterfield (Coldfall), Andreas Adamides,(Stamford Hill), *Zena Brabazon (Seven Sisters) and *Lorna Walker (Rokesly Infants)
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

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

Also attending: Steve Worth, Finance Manager (Schools and Learning)
Carolyn Banks, Clerk to Forum
Jon Abbey, Acting Director of Children Services
Katherine Heffernan, Head of Finance (CCAPS)
Charlotte Pomery, Assistant Director for Commissioning
Lucy Vaughan, Project Manager,
Charlotte Levey, National Management Trainee

* 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 Helen Anthony, Councillor Opoku and Anji Phillips.	
2.2	The Clerk advised that Zena Brabazon and Lorna Walker had been appointed by the Haringey Governors Association as primary maintained sector governor representatives to the Forum. Introductions were made.	
2.3	Herbie Spence was substituting for June Jarrett, Jane Flynn for Nic Hunt and Sean Fox for Pat Forward. The Clerk reminded the meeting that in accordance with the constitution three days notice was required for substitutions.	
3	DECLARATION OF INTEREST (Agenda Item 3) Sean Fox advised that although he was a Trade union official he was not funded through the DSG. There were no other declarations made.	
4	MINUTES OF MEETINGS HELD ON 23 OCTOBER 2014	
4.1	The minutes of the meetings held on 23 October 2014 were agreed as a correct record.	
5.	MATTERS ARISING	
	7.4 SW reminded the Forum of the pressures on the High Need block. The Working party would reconvene on 8 December and a further report would be presented to the next meeting.	SW
	8.2 Work on Traded Services was work progressing well but there was no report to this meeting as there had not been sufficient change. There would however be a standing item on future agendas. LV reported that the programme board had been set up.	
6.	TRADE UNION REPRESENTATION BUDGET	
6.1	The Chair informed the meeting that there had been some issues arising from the Forum's previous decision not to de-delegate budgets for trades union representation, which had led to a dispute. However, following a meeting at ACAS between a representative group of the Schools Forum and the NUT and UNISON a protocol had been drawn up and agreed. A resolution was now proposed to fund the trades union facilities time for 2014-15 from the centrally retained DSG contingency.	
6.2	The Forum noted that the centrally retained element of the 2014/15 DSG included £1.5m for the Growth Fund, which would not be fully used. It was therefore agreed that the balance be used in the first instance to cover trade union representation costs in 2014/15. A further report would be presented to the next meeting on this, together with a proposal to de-delegate the funding for representation on 2015/16. In response to a query it was noted that the level was capped at the 2012/13 rate.	SW
6.3	RESOLVED:- That the use of surplus capacity in the Growth Fund in meeting the 2014/15 costs for trades union facilities time be agreed. (one abstention)	

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7.	THE EARLY YEARS FUNDING BLOCK	
7.1	CP reminded the Forum of the vision for Early Years in Haringey to provide good quality early years provision and childcare places. A key priority over the next three years was to improve opportunities to thrive for children from conception to five, and to achieve better outcomes through the development of and implementation of the Early Help Strategy.	
7.2	There were particular challenges around meeting the DfE's target of 94% participation for three year olds, with a current take up of 84%. The Forum noted in response to a query that there had been publicity throughout the borough with a view to increasing the take up.	
7.3	The Forum was also reminded that, from April 2015 the DfE would be funding the programme for two year olds on a participation led basis. Consequently take up levels would need to be high by January 2015 in order to mitigate against the potential future reductions of DSG Early Years Block funding. In response to a query it was noted that take up of places for two year olds was low across London. Work was being done to target eligible parents, some of whom were of the view that the children were too young to take up places. This was a strategic priority for the Council with a target of 80% take up for the two year old programme. ZB suggested that a plan was required to ensure that information on take up of 3 and 4 old places at schools was correlated and that details on 2 year olds was matched to this, to ensure that there was a through put from 2 to 3 year olds who may be in different settings. CP confirmed that there was a need to understand the dynamics and that detailed work was being undertaken on a ward by ward basis looking at how children transferred to the 3 year old places and then into reception classes. It was agreed that a list of take up of the three and four year old places within schools would be provided to the next meeting.	CP/NA
7.4	The cost of increasing the hourly funded rate from £5.18 to £6 from April 2014 could be fully met for 2015/16 to 2017/18 by the existing ring-fenced funding allocation for the two year old programme, but it was noted that from April 2018 there was an anticipated shortfall of approximately £0.758m per financial year. Consequently there would be a review of the discretionary element of the early years funding block.	
7.5	It was noted that the reduction in the number of funded full time places for three and four year olds was part of the overall strategy. The continued campaign to increase the number and take up of part time places available from 2015/16 would help to provide sustainable support to Haringey's nursery schools and help the authority to deliver the challenging targets for free entitlement take-up for two, three and four year olds.	
7.6	The Forum noted proposals to increase the allocation of funding in 2015/16 for the Central Early Years Quality Team, to support the delivery of the 3 and 4 free entitlements and to support intervention for targeted schools and settings and the moderation of the Early Years Foundation Stage Profile. Also the increase in funding would meet the cost of two advisory teachers, located within Haringey's Quality Improvement Team and currently supporting four local authority children's teams with childcare. The funding would enable support and intervention for targeted	

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	schools, PVI and childminder settings. The additions would be met by a switch of funding from the Childcare Subsidy Budget.	
7.7	It was noted that demand for the childcare subsidy was not anticipated to reduce in future years especially as there was increasing pressure on this element of the centrally retained funding as the gap between the cost of childcare and the levels of income generated through fees remains significant. The future strategy for childcare will need to consider how best to target the subsidy to maximise benefits for children and to ensure that the most vulnerable and disadvantaged children are supported to access good quality provision. In response to a query from LB it was noted that the LA, Schools and Improvement Service was responsible for quality assurance and measuring outcomes. JA agreed to provide the Forum with details on the number of settings providing good quality provision for two year olds.	NA
7.8	RESOLVED:- <ol style="list-style-type: none"> 1. The Forum noted the profiled funding for the Early Years Block in 2014/15 2. The Forum noted the indicative funding for the Early Years Block in 2015/16 3. The Forum endorsed the proposed allocation of the Early Years Block for 2015/16 (2 absentions) 4. The Forum noted that there would be regular updates for future meetings. 	
8.	DEDICATED SCHOOLS BUDGET STRATEGY 2015/16	
8.1	SW gave a detailed presentation on the issues affecting the determination of the DSG in 2015/16, and its allocation within the context of the DSB. The DSB included the DSG, post 16 funding provided by the EFA, and the Pupil Premium Funding. It was noted that Pupil Premium in 2015-16 was expected to be at a similar level to 2014-15 but that details had not yet been confirmed, together with the revenue funding for the Universal Infant Free school meals, which was introduced in September 2014. The Forum was reminded that the DSG was calculated in three blocks, Schools, Early Years and High Needs, with the possibility for movement between blocks.	
8.2	There was only one national change planned to the DSG calculation for 2015-16: the inclusion of non-recoupment academies and free schools within the DSG. The value of the DSG would be published in the week commencing 15 December, further details on this would be reported to the next meeting.	
8.3	Following a recent meeting of a working party of the Forum to consider the Council's proposals for retained Schools Block budgets, it was agreed to allocate in 2015/16 £168k to the Music and Performing Arts Service £299.8k to the Admissions Service, £10k for the costs associated with the Forum, £135k for Governor Support, £484k for School Standards. It was noted that the £10k would also cover the additional cost of clerking the Working groups, which it was anticipated should be sufficient.	
8.4	Details would be presented to the next meeting on the agreed top slice of £1.5m in 2014/15 which was being used as a growth contingency for increases in the number of forms of entry for expanding schools, bulge classes and protection for bulge classes throughout KS1 and funding for	

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	oversize classes in KS1. The Forum noted that pressure on this Fund had now reduced now that Heartlands had its full complement of year groups, consequently only £1.1m would be sought for 2015/16	
8.5	With regard to the High Needs Block it was noted that it was not driven by census data and therefore not as buoyant as the other 2 blocks. The Forum would receive more detail at the next meeting.	SW
8.6	With regard to the LAC residential places it was pleasing to note that the number of placements was reducing, and therefore only £800K was sought which would enable the remaining £200K to be transferred to the High Needs Block. Following discussion the Forum agreed to retain the allocation of £0.8m for LAC Residential Places in the Schools Block for 2015-16 and to move the remaining £0.2m to the High Needs Block..	
8.7	LS expressed some concern over the allocation of the £26.7K funding for the supplementary schools, and was of the view that use of this fund was not widely advertised. In response to further concerns around evidence in respect of effectiveness JA referred to the criteria for the allocation of this small sum of money and the need to apply vigour and a commissioning approach. WW confirmed that he was satisfied that the working group had provided rigour and challenge on this expenditure. The Forum whilst agreeing to this expenditure also requested to receive a list of schools that benefited from this grant and details of its impact. A further report to be presented to the meeting in May 2015.	JA
8.8	With regard to the proposed allocation of £350K for Early Help MM and ZB were of the opinion that early help was vital but they were concerned over the lack of evidence of the impact of this money. They felt that there needed to be clearer links to Social workers. Although the Forum acknowledged that the same concerns had been raised last year it was agreed that not de-delegating could result in substantial damage to vulnerable young people. JL also expressed his frustration around not getting support early enough. In response CP advised that it was a challenge to make the required shift, but the Council was seeking to have in place sustained support for those with a high level of need and there was a shift towards early intervention which was making a difference to families. There had also been changes in the Council's structure with a new Director appointed with responsibility for this area and there was now an Early help strategy and Partnership Board in place. Furthermore the new model was now located as part of Social care and a model had been set up to measure impact. It was also acknowledged that connections with schools needed to be good. JA added that Ofsted in June 2014 had recognised that although the LA could not demonstrate impact they had recognised that structures were in place to do so for the future. JA agreed to report back to the Forum quarterly on this matter.	JA
8.9	In response to a query as to who and how support to under performing ethnic minority groups and bilingual learners was provided JA advised that the work was done on a school by school basis through the Network Learning Communities. The money was distributed through the schools standards team with some of the funding also directed to the NLC's. JA	

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	also stated that through this funding there had been some huge improvements in some underperforming ethnic groups. JA stated that he would welcome ideas on how to distribute the funding differently.	
8.10	In response to a query from MM it was noted that the deadline for applications for funding from the contingency for schools in financial difficulty was 5 December 2014.	
	<p>RESOLVED:-</p> <ol style="list-style-type: none"> 1: That a Growth Contingency of £1.1m for 2015-16 be agreed. 2: That £168k be allocated to the Music and Performing Arts Service in 2015-16. 3: That £299.8k be allocated to the Admissions Service in 2015-16. 4: That £10k be allocated for the costs associated with the Forum. 5: That £135k be allocated for Governor Support in 2015-16. 6: That £484k be allocated for School Standards in 2015-16. 7: That £26.7k be allocated for Supplementary Schools in 2015-16. 8: That £0.8m be allocated for LAC Residential Places in 2015-16 with the balance of £0.2m being transferred to the High Needs Block. 9: That £350k be allocated for Early Help (Family Support) in 2015-16. 10. That Members representing primary maintained schools agreed unanimously to de-delegate Support to Underperforming Ethnic Minority Groups. 11. That Members representing secondary maintained schools agreed unanimously to de-delegate Support to Underperforming Ethnic Minority Groups. 12. That Members representing primary maintained schools agreed unanimously to de-delegate a Contingency for Schools in Financial difficulty 13. That Members representing secondary maintained schools agreed unanimously to de-delegate a Contingency for Schools in Financial difficulty. 	
9.	FEEDBACK FROM WORKING PARTIES	
9.1	<u>High Needs</u>	
	SW reported that there had been an initial meeting in November where there had been some procedural issues. It was noted that the next meeting would give consideration to the terms of reference and would be clerked.	
	<u>Traded Services</u>	
	A further report would be presented to the next meeting	

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	<u>Early Years</u>	
	It was noted that the Working Group wished to review its membership and would be considering the early Years single funding. A further report would be presented to the next Forum meeting	
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 <ul style="list-style-type: none">• 15 January 2015• 25 February 2015• 21 May 2015• 8 July 2015	

The meeting closed at 5.50 pm

TONY HARTNEY

CHAIR