

High Needs Block Sub-Committee

Minutes of the meeting held on
15th November 2016 10am-12.00 noon PDC

Members Present

Martin Doyle: Headteacher Riverside School – Chair
Jean Brown: Governor The Vale
* Tony Hartney: Chair, Schools Forum
Melian Mansfield: Pembury House Chair of Governors
* Marianne McCarthy: Governor Heartlands High School
Mike McKenzie: Headteacher Alexandra Park School
Angela Ryan: Tuition Service
Margaret Sumner: Special Heads Rep
* Will Wawn: Primary Heads Rep

Also Present

Janet Miller: Special Educational Needs & Disabilities
Vikki Monk-Meyer: Head of Service: Special Educational Needs & Disabilities
Deborah Tucker: Alternative Provision Commissioner
Steve Worth: Schools Finance Manager
Sarah Hargreaves: Clerk

1. Welcome, apologies for absence and acceptance

- 1.1 The Chair welcomed everyone present to the meeting and welcomed Angela Ryan to her 1st HNB meeting.
- 1.2 Apologies for absence have been received from Tony Hartney, Marianne McCarthy and Will Wawn and for lateness from Melian Mansfield.

2. Minutes of the 9th September 2016

- 2.1 Pt 6.1 Delete “management restructure”.
With this change the minutes were **agreed** as a correct record of the meeting. Signed by the Chair and returned to Vikki for filing.

3. Matters arising from the minutes

- 3.1 Pt 6.1.1 It was noted that the building works discussed at the Tuition Service were around health & safety measures, eg. to ensure that pupils could not jump out of windows, to install partitions, to reduce the opportunities to self harm and to improve disabled access.
- 3.2 Pt 7 Stage 2 of the funding formula consultation is still due “in the autumn.”
- 3.3 Pt 11a3 It was noted that the concerns expressed regarding the secondary age provision at The Octagon were not of a safeguarding nature. (Although not stated that they were, that is usually the remit of Social Care). It was noted that recent interventions at the provision had been positive.
- 3.4 Pt 13.4 It was confirmed that this is part of the Back to Budget Action Plan.

4. Octagon Update – Deborah Tucker

- 4.1 Deborah circulated her paper on Strategies to Reconfigure Spend in the Alternative Provision Budget. The funding levels have not yet been agreed for The Octagon. The proposals they have put forward are being challenged and the figure requested is too high. Further meetings have been arranged

- 4.2 It was confirmed that £130,000 is currently provided. Eight pupils have EHCPs with a further 4 pending. Pupils are funded at a rate of £11,642 each.
- 4.3 **Members asked for information as to which other LAs are using TBAP's services. Action DT**
- 4.4 The current proposal is to reduce the number of pupils being placed at The Octagon, (from 58 to 52; [48 are currently in place]), but not ending the contract with TBAP completely. Members **agreed** that this is likely to be the best course of action, given the lack of suitable alternative provision.
- 4.5 It was **agreed** that the provision for primary age children and for temporary placements was largely suitable.
- 4.6 The funding to purchase places and the responsibility to secure them will pass to schools in 2019. The LA will only be responsible for ensuring that there are sufficient places available.
- 4.7 Any savings will be used to fund specialist alternative provision; around £10-30,000 per pupil will be needed for those who do not have EHCPs but who have already been excluded from mainstream school. The intention is to target KS4 and to work collaboratively with the 6th Form College (who have offered spot purchased places for a targeted group), regeneration, CAMHs, the advisory teachers, Spurs etc.

10.30am Melian Mansfield joined the meeting.

5. Tuition Service Update – Angela Ryan

- 5.1 Angela explained that she had been in post since May 2016 and will be staying for the remainder of this academic year. The previous Head and a teacher no longer work there.
- 5.2 £38,000 has been allocated from the Money Following Exclusion fund which is providing support to KS1 pupils at high risk of permanent exclusion.
- 5.3 More pupils are being placed than previously and so the service is likely to be on budget by year end. Currently 25 students are on site between 8.30am-2.45pm, the aim is to reduce the numbers using other sites eg Wood Green library. Some are on a reduced timetable. Many students have social and communication or mental health issues and have EHCPs. The places available are likely to be re-configured following a review which has commenced.
- 5.4 Pupils demographics are:
 Mainly Yr 10-11, with a couple of primary age, There is no capacity for Yr 12
 70:30 girls:boys
 Many self-harming
- 5.5 PHSE, social skills, personal care form the basis of the curriculum.
- 5.6 The review, being run by Deborah Tucker, Angela Ryan and David Grant (SIA), will be looking at the overall service offered, the business plans, the referral mechanisms and costs involved, at both the Tuition Service and at Simmons House. It is due to be completed in spring 2017.
- 5.7 It was suggested that Catherine Swaile (CCG Commissioner) was contacted to discuss ways in which to prevent hospital admissions for the pupils. **Action AR**
- 5.8 Angela said that the provision of a nurse would be very beneficial, to be able to deal with issues early on and so that all pupils saw the same person and received a consistent service.
- 5.9 Visits are being arranged to Hackney and Merton to view their provision.

6. 16-25 Proposals – Vikki Monk-Meyer

- 6.1 Members asked what happened in other provision. Vikki said that at the 6th Form Centre in Hackney (B6) spot purchasing is still used; as is the case in the Entry Level and Foundation department at Haringey 6th Form Centre.
- 6.2 The KS4 pupils mentioned above in 4.7 would be on a spot purchase model at Haringey 6th Form Centre, but would not be part of the Entry Level and Foundation department.
- 6.3 Places remain in short support for those with social, emotional, mental health issues across the age range.

7. The Grove free school update – Martin Doyle

- 7.1 Martin reported that the 1st FGB meeting will be held this week.
- 7.2 It is still proposed that the PDC (converted) will ultimately be used , hopefully from September, 2019, but for 2017/18 the Heartlands provision will offer up to 6 more places. *(from the meeting in 7.1 the Chair can now report that this will form part of The Grove provision)*. 2018/19 arrangements have yet to be finalised.
- 7.3 Conversations on both temporary and longer term options are on-going with the Education Funding Agency. There is now nearly sufficient capacity at the point of secondary transfer, which had been the original issue. Now in-year transfers and the 16-19 age range are the main issues.
- 7.4 **Members asked if the EFA would be likely to fund a 16-19 provision for 2 years. Would it be possible to erect a temporary classroom at Heartlands?** Martin and Vikki will consider, Vikki to discuss with Simon Garrill. **Action VMM**

8. Simmons House Update – Angela Ryan

- 8.1 Simmons House will be part of the review noted above in 5.6.
- 8.2 Currently 12 students use the provision. It is a classroom in a psychiatric hospital for 13-19 year olds and is funded via DSG.
- 8.3 Of the 12 students only 1 is a Haringey resident. There is increasing demand and Haringey residents are having to be placed elsewhere. The nearest similar provision is Beacons in LB Barnet. Other boroughs are charged £200 per day for a place. NHS England is currently charging for provisions other than Simmons House. Simmons House has low usage by Haringey students. LBH should not be charging, however it appears that Simmons House themselves may be charging. Angela and Vikki to discuss/check. **Action AR, VMM**
- 8.4 Students receive 2 hours teaching a day.
- 8.5 The current staffing structure is 2 FT teachers, 1 PtT teacher, an HLTA, an Office Manager and support staff.
- 8.6 Current funding is £180,000 DSG and £40,000 HNB.

9. Update on back to Budget Savings Plan – Vikki Monk-Meyer/Steve Worth

- 9.1 Vikki circulated her report of savings to date and the potential decommissioning of services. Overall £100,000 of savings have been achieved, however, more radical action is required. Some changes are in process, but the benefits will take time to be seen.
- 9.2 The £650,000 planned saving due to The Grove opening will not be happening yet.
- 9.3 Parents are reluctant to agree a move for their child back in-borough if a permanent place cannot be offered. It is hoped that once some families move back in-house and they are happy with the provision word of mouth will encourage others to follow suit. It will be hard to reduce top-up fee costs unless provision can be offered locally.
- 9.4 The numbers staying in education post 19 are increasing.
- 9.5 Currently 312 students over 16 years are receiving funding.
- 9.6 There are no alternative sources of funding, all HNB funding has to come from the DSG; changes to priorities can be made, but this will lead to cuts in other parts of the schools' offer.
- 9.7 Commissioning decisions from April 2017 will be affected. Prevention, especially for SEMH cases, will be a priority. £395,000 for early intervention (the Goldroom replacement) will be allocated. It is anticipated that £130,000 will be saved next year following this change in support. The Grove will require additional funding.
- 9.8 The impact of the national funding formula on the HNB is not yet known, nor the flexibility which Schools Forum will have to set the delegated percentage of funding.
- 9.9 It was **agreed** to ask SENDCOs what services they use, how useful they find them and what the impact of the service is. They would also be asked if they would be prepared to purchase

them via Traded Services if they were not provided directly. After discussion it was **agreed** that the services to be asked about would be:

| | | |
|-----------------|---------------|--------------------|
| Visual | Hearing | Language Support |
| Autism | SLT | Parent Partnership |
| Tuition Service | Simmons House | |

- 9.9.1 Other systems and protocols will be used to audit the performance of Early Help
- 9.9.2 A draft questionnaire would be produced and circulated for comment this term, for distribution to schools in January. **Action VMM, DT, AR**
- 9.10 Pt 2.2.2 Heads agreed that the introduction of the secondary schools lump sum payments had spread provision for children with EHCPs more fairly across the borough and schools were now more willing to admit students. However, concern was expressed on the intention to base next year's funding on Yr 7 figures as the SEN figures being used as the baseline are last year's and so to base funding on Yr 7 would result in both a lag in the funding and not using accurate capacity figures.
- 9.10.1 This is therefore a change to the original recommendation from the implementation group of a two year rolling programme. **This committee recommended a delay in starting this with a repeat of funding based on the full numbers of children with EHC's for 2017/18. Action Steve Worth**

10. AOB

- 10.1 Vikki thanked Steve Worth on behalf of the group for all his work, support, advice, guidance and input over a long period of time. Everyone joined her in thanking Steve and wishing him well in his forthcoming retirement.

11. Dates of future meetings: at 10am at the PDC.

It was **agreed** that meetings should be 2 weeks before School Forum meetings.

Dates are:

3rd February

5th May

9th June

There being no further business the meeting ended at **11.40am**.

Signed

Date