

**DEVON EDUCATION FORUM
(Devon's Schools Forum)**

10 July 2012

Present:-

Schools Members

Primary School Headteachers

Mr M Boxall	Exeter Montgomery Primary
Mr A Dobson	Marwood Primary
Mr P Walker	Sidmouth St Nicholas CE Primary
Mrs L Wells	Lydford Primary
Mr P Jones	Blackpool Primary (<i>Academy substitute member</i>)

Primary School Governors

Mrs P Barnard	Sandford Primary
Mrs A Blewett	Kings Nympton Primary
Mr R Butler	Axminster Primary
Mr M Dobbins	Exmouth Marpool Primary
Mrs Y Short	Newton and Teign Federation

Secondary School Headteachers

Mr A Lovett	Tiverton High School
Mr V Game	Teign School (<i>Academy member</i>)

Secondary School Governors

Mr M Canham	Barnstaple The Park School
Mr I Courtney	The Dartmoor Federation Chairman
Dr C Woodhouse	The Axe Valley CC
Commander M Bamborough	Gt Torrington School (<i>Academy member</i>)

Special School Headteacher

Mr M Dean	Bidwell Brook School
Mrs J Warne	Ellen Tinkham School

Special School Governor

Mrs Faith Butler	Marland School
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Nursery School

Mrs S Baker	Westexe (Nurseries)
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Non-Schools Members

Ms D Booth	Officer with responsibility for Vulnerable Children
Mr M Gurney	Teachers Consultative Committee
Ms E Lincoln	Private Voluntary and Independent Early Years
Mr P Mantell	Exeter Diocesan Board of Education (CE)
Mr J Peart	14-19 SLG

Observers

Councillor A Davis	Cabinet Member – Children, Health & Wellbeing
Councillor V Newcombe	Chairman - People's Scrutiny Committee
Councillor S Randall-Johnson	Vice-Chairman - People's Scrutiny Committee

Apologies

Mrs J Baker	Barnstaple, Orchard Vale
Mr D Chapman	The Dartmoor Federation

596 Minutes

DECISION:

That the minutes of the meeting held on 21 March 2012 be signed as a correct record.

597 Membership

DISCUSSION:

The Chairman welcomed Councillor Sara Randall-Johnson, Vice-Chairman – People's Scrutiny Committee, as a formal Observer – non-voting (for this meeting only).

The Chairman thanked all members standing down this summer for their contributions and service to the Forum (including Mrs Deborah Booth, Mrs Linda Wells, Councillors Newcombe and Randall-Johnson). In addition Mrs Helen Nicholls had not sought re-election and her long service and contribution to the Forum was recognised. The resignation of Mrs Carol Williams, Devon Association Governors (Secondary) was also noted.

DECISION:

that all retiring members be thanked for their service to the Forum and members' additional good wishes for a speedy recovery be forwarded to Mrs Helen Nicholls.

598 Matters Arising from the Last Meeting and Report back on Issues Raised with Cabinet

DISCUSSION:

Cabinet Member Representation on the Devon Education Forum (DEF minute 586(c))

DAG expressed its disappointment at the division of educational responsibilities between 4 Cabinet members:- Councillor Davis, (Children, Health & Wellbeing remit), as well as Councillor Barker (Adult Social Care, Families & Post 16 remit – including Youth Service), Councillor Clatworthy (Resources remit – including school buildings) and Councillor Mumford (Economy, Enterprise & Employment – including skills).

This was to complement the revised county council structure and Councillor Davis reported she would continue as the lead member for the Forum, taking these responsibilities very seriously and was in liaison with other Cabinet colleagues when appropriate.

599 Head of Capital Development & Waste Management's Update – Capital Programme

DISCUSSION:

The Forum considered the report of the Head of Capital & Waste Management (DEF/12/12) giving an update on the delivery of the approved capital programme - capital programme new build, capital programme maintenance and priority schools building programme (PSBP). Devon had been successful with 10 out of 13 bids and officers were actively following up the lack of information regarding the PSBP private finance arrangement and the prioritisation details expected from the Education Funding Agency in early June. The Cabinet member had also written to Lord Hill. The schools concerned were being kept informed of developments and had submitted bids with the caveat that once details (in particular revenue charges) were known either the schools or LA may withdraw. 1 school had had to go out to tender in view of urgent structural work needed. Any of the budget not spent would be reallocated and spent this year, or rolled forward but schools generally preferred to have this to spend now.

600 Head of Education & Learning's Update

DISCUSSION:

The Head of Education & Learning updated members on the following (update as tabled):-

(a) NEETS (Not in Education, Employment or Training)

The 14-19 SLG representative updated members on NEETs across Devon as of 31 May 2012:-

16-18 NEET	%	No
May 2012	4.8%	960
May 2011	5.2%	1037
2010/11 average	5.5%	1214

Further data analysis allowed identification of the areas of greatest need with high concentration of young people who were NEET. Over 45 different postcode areas in Devon the top ten hotspots for NEET were targeted for greater intervention work.

Postcode	Area	Feb 2012		May 2012	
		No	Devon Ranking	No	Devon Ranking
EX4	Exeter	102	1/45	93	1/45
EX2	Exeter	83	2/45	85	2/45
EX39	Bideford	83	2/45	69	4/45
TQ12	Newton Abbot	74	4/45	73	3/45
EX32	Barnstaple	67	5/45	62	5/45
EX8	Exmouth	51	6/45	47	7/45
EX16	Tiverton	44	7/45	53	6/45
EX34	Ilfracombe	42	8/45	30	10/45
EX31	Barnstaple	38	9/45	32	8/45
EX1	Exeter	33	10/45	32	8/45

The Forum also noted Careers SW Ltd Statistical Reports – Peninsula 16-18 Cohort Summary (District Council) – March 2012 as tabled. Councillor Randall-Johnson also advised members that she was the County Council elected representative on Careers SW.

(b) Service Delivery Agreement (SDA) 2012/13

There was now a different approach moving away from 36 different SDAs towards commissioning based impact for young people. There was a need for a trading platform to secure services for schools and the Head of Education & Learning was keen for there to be transparency in the commissioning/delivery of the SDAs between the County Council and Babcock LDP and would publish details. The SDA figures required updating and revised figures would be forwarded to members as soon as possible. The newly appointed Educational Commissioning & Contract Performance Manager, Mr Richard Belcher, was introduced to the Forum.

(c) Commissioning Model 2013/14

This was being developed for the future with a further update to the Forum in the autumn.

(d) Ofsted Inspections (Maintained Schools)

Reports published for spring term 2012 inspections showed Devon's maintained schools were generally in a good position but it was hoped to increase the number of schools receiving an

outstanding judgement. 2 Devon schools (4%) were found to be inadequate and these were being supported by Devon's TISP (Targeted Intervention and Support programme). There was an encouraging outcome following the introduction of the new Ofsted Inspection Framework (January 2012) and a self improving school system meant that schools were continually working towards improvement. When there was a sufficient number of schools inspected under the new Ofsted framework, benchmarking against statistical neighbours would be carried out and reviewed on a regular basis. The associations were keen to encourage all schools in Devon (academies etc) to make information easily available to the LA to show a complete picture of Devon. The academy representatives would welcome the opportunity to work alongside Devon LA to evaluate inspections and feed back comments to Ofsted (including training of Ofsted inspectors).

(e) Welfare Reform Bill

The impact of this flagship bill on children and families who would receive a universal but capped benefit and the implications for schools where families were struggling to adjust to the new system were noted.

DECISION:

- (a) that revised Service Delivery Agreement 2012/13 figures be forwarded to members as soon as possible;
- (b) that a further commissioning update be made to the Forum in the autumn;
- (c) that future updates on Ofsted inspections include early years and the associations encourage academy schools to provide easily accessible Ofsted inspection data to Devon LA.

ACTION:

Head of Education & Learning (Sue Clarke, Richard Belcher), (b) Forward plan
(c) Associations.

601 Finance Update

DISCUSSION:

The Forum considered the joint report of the Head of Education & Learning and County Treasurer (DEF/12/07) on:-

School Funding Reform – Next Steps towards a fairer system;
Independent placements;
School balances control mechanisms (capping);
Dedicated Schools Grant 2011/12 Outturn.

The Forum also considered minutes of the Schools Finance Group (SFG) of 27 June 2012 relating to the above.

(a) The report outlined the key principles of School Funding Reform and the DfE published response to the School Funding Reform consultation on 27 June 2012. It also set out the principles to be applied to the Devon formula, which is predicated on targeting as much of the funding as possible through pupil led factors. Local consultation will commence on 04 September and close on 17 September 2012, with consultation events to be held across Devon. Special schools and Early Years providers will be consulted with separately, running alongside the main consultation. The special schools consultation will close one day later on 18 September 2012.

The Head of Education and Learning wrote to all schools and Academies on 09 July with an update on LA progress in implementing the reforms and inviting them to the consultation events. Phase Associations are working with schools to raise awareness, and DCC has set up a dedicated website for interested parties to access information relating to the funding arrangements from 2013/14:-

<http://www.devon.gov.uk/index/learningschools/schools/just4schools/schools-services/schoolfinance/consultations/funding-reform.htm>

(b) With regard to Independent placement costs, SFG continued to review trends and costs of out of county and independent placements and the increasing capacity pressures on maintained special school places.

(c) With the relaxation of School balance control mechanisms (capping) and LAs no longer required to have a capping regime, SFG were in favour of adopting a less formal process, but the County Treasurer would contact schools with unusual balances. There would be a further report to SFG in September.

(d) The DSG outturn was £19.8m surplus. As at 31 March 2012 school's carry forward balances total £15.425, compared to £14.843m at end 2010/11 (increase of £0.582m). However the brought forward balances of in year converter academies was £3,018m so the underlying increase was £3.6m. There were several reasons for the underspend on centrally retained budgets (paragraph 7.2 of the report), some of which is required to meet ongoing commitments in 2012/13. SFG would consider further the possible delegation of a proportion of the centrally retained surplus at its September meeting.

DECISION:

(a) that the principles to be applied to the new schools funding formula in line with the School Funding Reform, as announced by the Secretary of State in March and June 2012 (as set out in section 2 - 5 of the report) be approved;

(b) that the Schools Funding Group (SFG) task group be authorised to agree the final detail of the formula and the consultation;

(c) that the update on independent placement costs (as set out in section 5 of the report) be noted;

(d) that the update on schools balance control mechanisms (capping) (as set out in section 6 of the report) be noted;

(e) that the 2011/12 Outturn Position (as set out in section 7 of the report) be noted.

ACTION:

County Treasurer (John Holme, Karen Powlesland)

602 (a) Draft Schools Forums (England) Regulations 2012, DfE Consultation (ending 11 July 2012)

DISCUSSION:

The Forum considered the joint report of the Head of Education & Learning, County Solicitor and County Treasurer (DEF/12/08). The Department for Education (DfE) proposed changes to the existing regulations are set out in their letter 13 June 2012 requesting any comments by 11 July 2012. This was a review of Schools Forum legislation following the School Funding Reform: Next Steps towards a Fairer System (Section 1.6) referring to improved schools forum arrangements and the need for local decision-making to operate in a consistently fair and effective way and in consultation with schools and academies. This included voting and membership changes detailed in the report including the additional requirement of Pupil Referral Unit representation as a separate group among schools members. Should PRU(s) become academies in the future representation would be reviewed.

DECISION:

(a) that the proposed regulation changes as set out in DfE letter 13 June 2012 and draft Schools Forum (England) Regulations 2012 and report DEF/12/08 be noted and incorporated into DEF's terms of reference and constitution, including the addition of Pupil Referral Units as a separate group among schools members;

(b) that SHAD put forward a PRU representative (schools member) in the same way as the other schools members are elected to DEF.

ACTION:

County Solicitor (Fiona Rutley), SHAD

(b) Devon Education Forum and Standing Group Structure Task & Finish Group

DISCUSSION:

The Forum considered the need for change in the changing educational landscape to retain its strengths and maintaining an appropriate level of service whilst reducing costs.

DECISION:

(a) that the minutes of the meeting held on 16 May 2012 be approved, namely:-

(i) that in respect of the Devon Education Forum:-

(A) DEF membership be reduced as set out in Annex A (ie to streamline the Forum and reflect DfE School Funding Reform changes wef 1.9.12) - subject to the addition of Pupil Referral Units as a separate group among schools members as further required by the draft Schools Forums (England) Regulations 2012, 13 June 2011 (*In accordance with the urgency procedure all DEF members and Cabinet Member - Children, Health & Wellbeing were consulted by email to agree revised DEF membership in order that the associations could put in place elections for schools and academies members required to be held before the end of the summer term*);

(B) the Schools and Academies Membership of DEF continue to be reviewed annually reflecting the broadly proportionate pupil numbers expected to be within each category wef 1.9.12;

(C) the phase associations continue to put forward their nominations for membership in line with these proportions and to contact Academy Governing bodies to either approve the nomination(s) or put forward an alternative candidate as agreed by the Forum in May 2011.

(D) further clarification be sought regarding the DfE proposals to confine the voting arrangements to allow only schools members and providers from the private, voluntary and independent sector to vote on the funding formula (*subsequently clarified within draft Schools Forums (England) Regulations 2012, 13 June 2011*);

(E) DEF reduce its meetings from 5 (5 meetings and a seminar) to 4, to meet as follows:-
end September/early October
January (prior to Cabinet budget)
March/April
end June/early July;

(F) a members' protocol be drawn up alerting members to specific aspects of DEF's constitution, including:- members' interests, voting arrangements and the introduction of a voting card system, substitute members, restrictions on membership, communication within the groups represented;

(G) any regular communication from the authority to schools draw attention to the schools forum website (containing forthcoming schools forum meetings, agenda and minutes) and the webcasting of DEF meetings be investigated (*see decision (b)(i) below*);

(H) DEF's terms of reference and constitution be amended to reflect the above changes and requirements of School Funding Reform.

(ii) that in respect of the structure of standing groups etc:-

(A) School Finance Group continue in view of its specialist role in considering complex financial issues and members' specialist knowledge and expertise gained over time;

(B) the proposed revised structure be agreed as set out in Annex B including the replacement of the School Organisation & Policy Forum and the Local Admissions Forum with a new broader School Organisation Capital and Admissions Group (*see decisions (b)(ii) and (iii) below*);

(C) that the proposed standing groups consider their terms of reference and cycle of meetings (where appropriate) for recommendation to DEF;

(b) that the Devon Education Forum further agrees:-

(i) that future meetings of the Devon Education Forum be webcast;

(ii) that other sub group membership reflect that of the Schools Finance Group;

(iii) that the Forum for Learning & Achievement be dissolved and a separate task & finish group be convened for a specific purpose if required.

ACTION:

County Solicitor (Fiona Rutley), Education & Learning (Heidi Watson-Jones)

603

Developing Governor Involvement in Local Learning Communities (LLCs) – A Way Forward

DISCUSSION:

The Forum considered the report of the Devon Association of Governors (DEF/12/11) setting out the proposed 6 point plan enabling governors to keep in touch with business in their LLCs and understand how the money is being spent (through governor involvement, including ensuring governing bodies had feedback from LLCs, governor representation on LLCs, LLC newsletters) and strategic governor involvement (action plans, monitoring and evaluation).

DECISION:

(a) that the 6 point plan as detailed in report DEF/12/11 be approved;

(b) that the other phases, associations and the Head of Education & Learning be thanked for their support.

ACTION:

Devon Association of Governors

604 **DfE Performance Table Changes & Targeted Intervention and Support Programme (TISP) Review**

DISCUSSION:

The Forum considered the report of the Head of Education & Learning (DEF/12/09). “The importance of teaching” education white paper signalled the government’s intention for a strong and continuing role for performance tables.

Devon was also committed to the development of a self-improving schools system. The TISP had undergone a review to enable it to act quickly and align it with the changing and more challenging accountability framework for schools and the DfE’s and OfSTED’s sharp focus on underperforming schools, who saw the best solution for underperforming schools as academy conversion under a sponsor.

Devon schools were supported through a range of strategies and providers and Devon was playing a full part in developing its own National Leaders in Education (NLEs). The regional association of NLEs could also require updating on some of the issues and how Devon was providing NLEs. It could also be helpful for further details on floor targets to be circulated to schools since some schools may be unclear about some of the requirements. Whilst Devon school Ofsted reports were encouraging focus should also be to do increase the number of schools obtaining outstanding inspection reports.

DECISION:

- (a) that further details on floor targets to be circulated to schools;
- (b) that further details on the inspection results for the associations would be welcomed.

ACTION:

Babcock LDP (Suzie Winter)

605 **The Troubled Families Programme in Devon**

DISCUSSION:

The Forum received the report of the Head of Education & Learning (DEF/12/06). This programme was key in the government’s approach to social justice and reducing public sector costs and intended to turn around the lives of 120,000 “Troubled Families” (estimated 1370 in Devon) by the end of this Coalition’s term of office. The programme aligned itself with the DCC strategic plan including focusing on children who were not in school. The report also detailed the government’s “payment by results” and summary of progress in Devon. The Devon District Councils were also committed to the programme to supporting District Council responsibilities.

DECISION:

That SHAD be included in the invitees to attend the Devon Troubled Families Partnership Groups referred to in paragraph 3.9 of report DEF/12/06.

ACTION:

Education & Learning (Philippa Court)

606 **Intimate Care – A Model Policy for Schools**

DISCUSSION:

The Forum considered the model policy for schools (DEF/12/10). Members felt it was important that staff should be well trained so the policy could be implemented in a trusted and professional manner and for a young person's personal needs to be met just as his/her educational needs would be. Young people must have a say in their individual care wherever they were able.

This policy when finalised would be made easily available including being sent to all schools, through Devon Governors Support Service and online.

DECISION:

- (a) that Babcock LDP provide details of suitable training courses to the associations, after school clubs, early years and PVI sector;
- (b) that mobile phones must not be taken into intimate care areas be added to the policy;
- (c) that paragraph 4.7 of the policy reflect that any allegation should not be discussed with members of staff.

ACTION:

Babcock LDP (Jane Lake)/circulation to governors via Devon Governors Support Service (Debbie Clapshaw)

607 Standing Groups etc

(a) The Forum received the following minutes of its standing groups:-

(i) School Finance Group (SFG)

Minutes of the meetings held on 9 May and 27 June 2012.

DECISION:

that ">£10k" be deleted from minute 4 (Capping) point 3.

ACTION:

Education & Learning (Heidi Watson-Jones)

(ii) School Organisation and Policy Forum (SOPF)

Minutes of the meeting held on 19 June 2012.

(iii) Forum for Learning and Achievement (FLA)

Minutes of the meeting held on 25 June 2012.

(b) Representations and progress from various standing and task & finish groups

nil

(c) Other Groups

(i) 14-19 Strategic Leadership Group

Minutes of the meeting held on 3 July 2012.

(ii) **Local Admissions Forum**

No meeting.

608 Dates of Future Meetings

Meetings to commence at 10am at County Hall, Exeter (unless otherwise indicated)

W 26 September 2012

W 23 Jan 2013

W 20 March 2013

(dates July 2013 onwards to be confirmed next meeting)

DECISION:

that in accordance with the Forum's decision to reduce its meetings to 4pa (minute 602 above) the following date be held as reserve only:-

W 21 Nov 2012 all day.

The meeting started at 10am and finished at 12.40pm.

The Schools Forum web is www.devon.gov.uk/schoolsforum