

To: The Chairman and Members of the  
Devon Education Forum

County Hall  
Topsham Road  
Exeter  
Devon  
EX2 4QD

(See below)

Your ref: Date: 19 September 2012 Phone: 01392 382305 e-mail: schools.forum@devon.gov.uk  
My ref: Please ask for: Mrs F Rutley Fax: 01392 382286

**DEVON EDUCATION FORUM**

Wednesday 26 September 2012

A meeting of the Devon Education Forum will be held on the above date at **10am at County Hall, Exeter** to consider the following matters.

P NORREY  
CHIEF EXECUTIVE

***The meeting will be followed by a light buffet lunch.  
It would be helpful if members were to confirm their attendance***

**AGENDA**

**PART I – OPEN COMMITTEE**

1. Election of Chairman/Vice-Chairman

(a) To determine the length of term of office for the next Chairman/Vice-Chairman)ship.  
*The recommended maximum period is two years and this Forum has previously appointed for the two year period;*

(b) Election of Chairman;

(c) Election of Vice-Chairman.

*These positions must be elected from amongst the Forum members, excluding any member of the Forum who is an elected member or officer of the authority.*

2. Apologies

3. Minutes of the meeting held on 10 July 2012 attached (Page 1).

4. Items Requiring Urgent Attention

Items which in the opinion of the Chairman should be considered at the meeting as matters of urgency.

5. Membership

(a) To welcome new members appointed from 1 September 2012 (following the summer term elections process):-

Schools Members

Devon Association of Primary Heads (DAPH):-

Mr Alun Dobson (Marwood Primary) full schools member (former substitute schools member)

Mrs Caroline Boother (Hatherleigh Community Primary) substitute schools member

Mrs Jo Evans (St Leonard's CE Primary) substitute schools member

Mr Jamie Stone (Denbury Primary) substitute schools member

Academies Members

Devon Association of Primary Heads (DAPH): -

Mr Jonathan Bishop (Broadclyst Primary) substitute academies member

Devon Association of Secondary Heads (DASH):-

Miss Faith Jarrett (Ottery St Mary The King's School) substitute academies member

Devon Association of Governors (DAG):-

Jill Elson (Exmouth CC) full academies member (former substitute academies member).

(b) To note the resignation of Ms Erika Lincoln, Private Voluntary and Independent (early years).

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

To consider any matters arising from the last meeting where not otherwise covered on this agenda and to report on items considered at the Cabinet.

10.15am

7. Head of Child & Adult Protection's Update (including Working Together)

Head of Child & Adult Protection to report.

10.40am

8. Head of Education & Learning's Update (including LDP Commissioning Service Requirements 2013-14)

Head of Education & Learning to report.

**A: SPECIFIC AGENDA ITEMS**

**ITEMS FOR DECISION**

10.50am

9. Finance Update

Joint report of the Head of Education & Learning and County Treasurer (DEF/12/12)**To follow**

## ITEMS FOR DEBATE AND INFORMATION

11.25am

### 10. The Schools Forums (England) Regulations 2012

(a) Further to the last meeting when the Forum reviewed its membership, structure and practices in the expectation of legislative changes, these regulations have now been made 3 September, coming into force on 1 October 2012. The regulations guidance, regulations and explanatory memorandum are attached - this guidance (Page 13) provides a short summary of the main changes to the current 2010 regulations on membership and proceedings including transparency, whereby groups have also been requested to review whether communication within the groups represented can be improved. These documents are also available at

<http://www.education.gov.uk/schools/adminandfinance/financialmanagement/schoolsrevenuefunding/schoolsforums>

(b) A separate letter from the Education Funding Agency 31 August 2012 is also attached clarifying its new role of observer status on schools forums to support the local process and provide a national perspective (Page 26).

(c) The Education Funding Agency is also expected to publish its Schools Forum Best Practice guidance by the end of September 2012 which will be made available to members.

## **B: STANDARD AGENDA ITEMS**

### ITEMS FOR DEBATE AND INFORMATION

11.30am

### 11. Standing (and other) Groups

(a) To review action for the Forum from its groups and to receive minutes:-

(i) School Finance Group

Minutes of the meeting held on 18 September 2012 **To follow**

(ii) Schools Organisation, Capital and Admissions Forum  
(replacing Schools Organisation and Policy Forum and the Local Admissions Forum)

Minutes of the meeting held on 11 September 2012, attached (Page 28).

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

Nil.

(c) Minutes for information

14-19 Strategic Leadership Group

Nil.

11.40pm

### 12. Correspondence

### 13. Dates of Future Meetings

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

(a) Existing dates

*(Wed 21 November 2012 – reserve date only, reducing meetings from 5 to 4 per annum)*

Wed 23 January 2013

Wed 20 March 2013

(b) Further dates 2013/14

The group spokespersons have been consulted on the following dates for consideration by the DCC Procedures Committee on 18 September 2012 for inclusion in the DCC Calendar:-

Wed 26 June 2013

Wed 2 Oct 2013

Wed 22 January 2014

Wed 19 March 2014.

11.45pm

**C L O S E**

## **VOTING (see below)**

### **VOTING**

#### **FAILED AMENDMENTS AND VOTING FIGURES MAY BE RECORDED WHERE REQUESTED BY AN ASSOCIATION OR SINGLE MEMBER REPRESENTATIVE (for contentious issues)**

Voting Representatives are Schools, Academies and Non-Schools Members (excepting 2012 Schools Forums Regulations will restrict the voting arrangements by only allowing Schools and Academy members (and the PVI private, voluntary and independent sector) to vote on the funding formula. Additionally for de-delegation matters only the relevant maintained schools members will be able to vote).

#### **FORMAL OBSERVERS, ATTENDEES AND ANY SUBSTITUTE MEMBER ATTENDING IN ADDITION TO THEIR RESPECTIVE FULL MEMBER ARE EXEMPT FROM VOTING**

#### **MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER**

The Devon Education Forum web is [www.devon.gov.uk/schoolsforum](http://www.devon.gov.uk/schoolsforum)

## **Devon Education Forum Membership**

### **Schools and Academies Members (20)** (minimum 2/3 membership)

**Primary Headteachers** (Devon Association of Primary Headteachers (DAPH))

#### **Schools Members (3)**

Mr M Boxall (Exeter Montgomery), Mr A Dobson (Marwood), Mr P Walker (Sidmouth CE)  
(*Substitutes: Mrs C Boother (Hatherleigh), Mrs J Evans (Exeter St Leonard's CE),  
Mr J Stone (Denbury)*).

#### **Primary Academy Member (1)**

Mrs J Baker (Barnstaple, Orchard Vale),  
(*Substitute Primary Academy Member: Mr J Bishop (Broadclyst)*).

**Primary Governors** (Devon Association of Governors (DAG))

#### **Schools Members (4)**

Mrs P Barnard (Sandford), Mrs Amanda Blewett (Kings Nympton), Mr R Butler (Axminster),  
Mr M Dobbins (Exmouth, Marpool).  
(*Substitute: Mrs P Furnival (Ivybridge, Woodlands Park)*).

**Secondary Headteachers** (Devon Association of Secondary Heads (DASH))

#### **Schools Members (2)**

Mr D Chapman (Okehampton CC), Mr A Lovett (Tiverton High School)  
(*Substitute: Mr D Fitzsimmons (Holsworthy CC)*).

#### **Secondary Academy Members (2)**

Mr V Game (Teign School), Mr D Sharratt (Braunton CC)  
(*Substitute Secondary Academy Member: Miss F Jarrett, (Ottery St Mary The King's School)*).

**Secondary School Governors** (Devon Association of Governors (DAG))

#### **Schools Members (2)**

Mr I Courtney (Okehampton College), Dr C Woodhouse (The Axe Valley CC),  
(*Substitute: vacancy*).

#### **Secondary Academy Members (2)**

Commander M Bamborough (Gt Torrington School), Miss J Elson (Exmouth CC)  
(*Substitute Secondary Academy Member: vacancy*).

#### **Nursery Schools (1)**

Mrs S Baker (West Exe)

**Special School Headteacher (1)** (Special Headteachers Association Devon (SHAD))

Mrs J Warne (Ellen Tinkham) (*Substitute: Mr M Dean (Bidwell Brook)*).

**Special School Governor (1)** (Devon Association of Governors (DAG))

Mrs F Butler (Marland School)

**Pupil Referral Unit Headteacher (1)** (Special Headteachers Association Devon (SHAD))

*new position wef 1.10.12*

### **Non-Schools Members (4)** (maximum 1/3 membership)

#### **Exeter Diocesan Board of Education**

Mr P Mantell

#### **Teachers Consultative Committee**

Mr M Gurney

#### **Early Years, Private, Voluntary and Independent providers**

vacancy

14-19

14-19 SLG: Mr J Peart (*Substitute: Ms J Foster*)

#### **Observers & Attendees** (non-voting)

##### **Education Funding Agency**

##### **Devon County Council**

Councillor A Davis (Cabinet Member – Children, Health & Wellbeing)

Head of Education & Learning (other LA Officers as required)