

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

26 September 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 J Baker	Barnstaple, Orchard Vale ( <i>Academy 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

Secondary School Headteachers

Mr D Chapman	The Dartmoor Federation
Mr V Game	Teign School ( <i>Academy member</i> )
Mr D Sharratt	Braunton CC ( <i>Academy member</i> )

Secondary School Governors

Mr I Courtney	The Dartmoor Federation <b>Chairman</b>
Commander M Bamborough	Gt Torrington School ( <i>Academy member</i> )
Ms J Elson	Exmouth CC ( <i>Academy member</i> )

Special School Headteacher

Mr M Dean	Bidwell Brook School
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Special School Governor

Mrs F Butler	Marland School
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Nursery School

Mrs S Baker	Westexe (Nurseries)
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Non-Schools Members

Mr M Gurney	Teachers Consultative Committee
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Observers & Attendees

Councillor A Davis	Cabinet Member – Children, Health & Wellbeing
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Apologies

Mr A Lovett	Tiverton High School
Mr P Mantell	Exeter Diocesan Board of Education (CE)
Mr J Peart	14-19 SLG
Mrs J Warne	Ellen Tinkham School
Dr C Woodhouse	The Axe Valley CC

**609 Election of Chairman and Vice-Chairman**

- (a) that the Chairman's and Vice-Chairman's terms of office be for a two year period until September 2014;
- (b) that Mr I Courtney (DAG secondary) be elected Chairman until September 2014;
- (c) that Mrs F Butler (DAG special) be elected Vice-Chairman until September 2014.

**610 Minutes**

**DECISION:**

- (a) that the minutes of the meeting held on 10 July 2012 be signed as a correct record;
- (b) that the Forum note that a further report following Ofsted inspections under the new Ofsted framework was expected later in the term, when it was anticipated there would be a sufficient number of schools inspected under the new framework to benchmark against statistical neighbours and to be reviewed on a regular basis (minute 600(d)).

**611 Membership**

**DISCUSSION:**

The Chairman welcomed 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) The resignation of Ms Erika Lincoln who had served on the Forum since February 2008 be noted.

**DECISION:**

that Ms Lincoln be thanked for her service to the Forum.

**ACTION:**

County Solicitor (Fiona Rutley),

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

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**613 Head of Child & Adult Protection's Update - Working Together 2012**  
**(Consultation ending 4 September 2012)**

**DISCUSSION:**

The Head of Child & Adult Protection reported on the consultation draft of Working Together 2012 statutory guidance on inter-agency working to safeguard and promote the welfare of children, which would in due course update the current Working Together 2010 statutory guidance.

The 2012 draft (3 consultation draft documents) was significantly reduced and there had been a mixed response to the consultation draft from multi-agency professionals, including Devon. The aim was that services for children should be more child centred with effective early help and an emphasis on multi-agency working. There was a crucial role for schools and education staff in safeguarding and their role should be more explicit. There was a shift from an internal school focus to a system wide contribution by schools and early help strategies. In Devon together with the Devon Safeguarding Children's Board (DSCB) examples of good practice (strategic and local) would be built upon with strong leadership and ensuring the duty to co-operate was operating effectively to reach the common goal eg the Troubled Families Programme, with mechanisms in place to identify any areas for improvement. The Head of Service and DSCB responsibilities would include an umbrella responsibility for all organisations and for learning and improvement.

**614 Head of Education & Learning's Update**

**DISCUSSION:**

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

(a) Distribution of Pupils in Maintained Schools (September 2012);

(b) Revised Education & Learning Structure Chart currently being consulted upon;

(c) Outcome-based Commissioning - once budgets were confirmed there would be a "Statement of Service Requirements." Outcomes and measures would be agreed followed by tracking key activities and milestones. The Learning & Development Partnership (LDP) would produce an implementation plan tracking actions, activities and reporting (including an annual evaluation report). It was noted that if it was anticipated that any part of the service may not be delivered the contract compliance, action and recovery plan would be implemented and ultimately if there was service failure this could result in withdrawal from the provider;

(d) OfSTED - The Head of Service updated members on inspection outcomes and new partnership judgement. Any school being inspected should get in contact with their School Improvement Officers/ academy chain lead;

(e) Updates on:-

GCSE and SATs Headlines 2012 (current unvalidated data showed good improvements across the keystages, with little difference in performance between maintained secondary and academy schools). The summer GCSE marking difficulties had not just related to English, but modern languages, science and mathematics;

Championing Children - a first draft of this strategic document on the role of the LA was anticipated later this half term;

Dementia Friendly Schools National Project - there were currently six schools piloting this encouraging inter-generational work including work across the music and the healthy schools curriculums;

Not in Education, Employment or Training (NEETS) - these were generally down excepting NEETS relating to teenage mothers and those with learning disabilities and difficulties and a further report would be brought to the next meeting;

Fair Access Protocol - this was being reviewed with a collective responsibility on how this would work in the future enabling the most vulnerable to access their local school or academy.

**ACTION:**

Head of Education & Learning (Sue Clarke), NEETS (John Peart), Forward Plan.

**615 Finance Update**

**(a) Funding Formula Voting Procedures (Schools Forums (England) Regulations 2012)**

**DISCUSSION:**

Members considered whether to apply the change in voting procedures in relation to the funding formula in accordance with the (Schools Forums (England) Regulations 2012) wef 1 October 2012 restricting those eligible to vote to Schools, Academies and PVI (Early Years) members (subject to specified exceptions).

**DECISION:**

that in the spirit of the legislative changes in relation to the funding formula voting wef 1 October 2012, the Forum adopt those procedures with immediate effect.

**(b) Finance Update**

**DISCUSSION:**

The Forum considered the joint report of the Head of Education & Learning and County Treasurer (DEF/12/12).

The Forum also considered minutes of the Schools Finance Group (SFG) of 18 September 2012 relating to the above.

Three further documents received were:-

DCC LA consultation response form on replacing LACSEG (section 10.2 of report DEF/12/12);

Representations from this Forum's Teachers Consultative Committee representative in favour of retaining trade union facility time centrally;

Consultation meetings details from Babcock LDP teams (Ethnic Minority Achievement team; Gypsy Roma Traveller team and Behaviour Support team) explaining the specialist knowledge and breadth of expertise of the teams.

The report (DEF/12/12) covered:-

School Funding Reform - Consultation responses and detailed formula 2013/14  
2012/13 Dedicated Schools Grant (DSG) budget allocations

Month 4 DSG budget monitoring

Early Years Stretched Offer - update

Other consultations:

- Replacing LACSEG (Local Authority Central Spend Equivalent Grant) - Funding Academies and LA's for the functions that transfer to Academies

- Extending Free Early Education to More Two Year Olds

- School Finance regulations 2013.

Sections 2-6 of the report - The school funding reform consultation with all Devon schools and specialist settings had attracted one of the highest number of responses ever received

from schools helped by the accessibility of the information and consultation procedure. The consultation focussed on the principles of the detailed school funding formula - allowable formula factors, delegation and de-delegation options and the new "Place-Plus" funding of special schools model) (section 2). All consultation responses (written explanations of views as well as the analysis of preferred choices) had been reviewed by Schools Finance Group in making its recommendations. This section also covered the proposed formula factors, modelling, capping, delegation of centrally retained budgets, historic commitments/statutory functions and whether to have a growth fund. The growth fund would not protect entire growth, but protect against the difference in growth from 1 year to the next. Should the provision of a growth fund be approved, Schools Finance Group would be asked to agree the detail of criteria. Some concern was raised at the effect on schools with falling roles and noted that small schools had always been at risk and the flexibility LAs had previously had had now been removed.

Section 3 - A summary of consultation responses (Appendices 2 & 3) were mostly clear and formed the basis of recommendations, excepting for maintained secondary sector responses on delegation around Gypsy Roma Traveller and Ethnic Minority Achievement budgets. At present DAPH were supporting de-delegation for these budgets so that schools using these services were not disadvantaged but this would be reviewed in the future when further providers may also be available. DASH concurred with this view and agreed to de-delegate the budget, on the basis that this was to be reviewed for the 2014/15 budget.

Appendix 2 - Recommendations by the Schools Finance Group to this Forum were made by both maintained and Academy schools as although funded directly by the Education Funding Agency (EFA), Academies budgets were based on the local formula.

Appendix 3 the de-delegation of centrally retained budgets, historic commitments and statutory functions under exceptions 2 & 3 of the new funding arrangements were to be considered on an annual basis.

Section 4 - Special schools funding arrangements 2013/14 - this was the area of biggest change and the Forum noted the special school consultation responses and recognised that further work was required on the detailed special school formula.

Sections 5 timetable noted and 6 recommendations considered.

Section 7 - 2012/13 final DSG budget allocation was confirmed at £430.221m. In addition to the additional DSG of £1.965m SFG recommended how £4.463m DSG brought forward from 2011/12 should be allocated. Paragraph 7.2 table should correctly read £1.2m instead of £2.2m (totalling £6.4m).

Section 8 - Month 4 DSG budget monitoring was forecasting an underspend of £2.454k (including the unallocated additional DSG of £1.965m) with an underlying forecast under spend of £489k, due to variances in maternity, redundancy and independent special schools offset by a forecast overspend on early years. These budgets would be kept under review.

Section 9 - The Early Years team proposed to implement a stretched offer for all eligible Devon 3 & 4 year olds entitled to early years provision as statutory guidance came in for September 2012, with implementation planned for Spring term 2013. Schools Finance Group had considered the proposal and were satisfied that settings had been appropriately informed and consulted and recommended the proposal to this Forum.

#### **DECISION:**

(i) the formula factors to be applied to the Devon mainstream schools' formula (Sections 2 - 6 of report DEF/12/12) be approved as follows:-

(A) that the provision of a growth fund be supported, as set out in Appendix 2 (Q12) and recommended to Cabinet;

(B) that the formula factors as set out in Section 2.3 and Appendix 2 (Q1-9) be approved and recommended to Cabinet;

(C) that the de-delegation options per maintained primary be approved and the de-delegation options per maintained secondary as set out in Appendix 3 (left hand column Q1-6) be approved for 2013/14;

(D) that the option to de-delegate the Gypsy Roma Traveller and Ethnic Minority Achievement per maintained primary be approved and the option to de-delegate the same per maintained secondary as set out in Appendix 3 (left hand column Q7) be approved for 2013/14;

(E) that the retention of the historic commitments and statutory function budget lines as set out in Appendix 3 (right hand column Q1-9) be approved for 2013/14;

(F) that the special school funding consultation responses be noted and that further work needing to be done on the detailed formula for this sector be acknowledged;

(G) that the timetable to March 2013 be noted;

(H) that future annual reports include delegated functions and impact, divided by phase in relation to Gypsy Roma Traveller and Ethnic Minority Achievement budgets;

(I) that the engagement of schools in the consultation process and especially the high number of responses received from schools be noted;

(J) that members and officers involved be thanked for their time and commitment to the consultation within challenging timescales.

(ii) that the allocation of the 2012/13 DSG budget (Section 7 of the report) be approved and recommended to Cabinet as follows:-

	£'000	Change £,000
Budget estimate based on autumn term forecast numbers unadjusted for academies	428,256	
Revised estimate March 2012 on which final allocations based, unadjusted for academies	430,235	
Final value confirmed by the EFA July 2012	<b>430,221</b>	<b>1,965</b>
Less Academy recoupment as at July 2012	(105,473)	
	<b>324,748</b>	

Budget line	£m
In year distribution to schools via the Age Weighted Pupil Unit	3
Increase capacity in maintained special schools	1
Local Learning Communities, Phase Association, Carbon Reduction Commitment and Early Years 3 & 4 year old take up	1.2
Contingency for additional LACSEG recoupment, containment of overheats and impact of new funding arrangements	2.2
<b>Total additional allocation</b>	<b>6.4</b>

(iii) that the Month 4 budget monitoring position (as set out in Section 8 of this report) be noted;

(iv) that the Early Years Stretched Offer update (as set out in Section 9 of this report) be approved;

(v) that the various consultation responses (as set out in Section 10 of this report) be noted.

*(NB: voting restricted to Schools, Academies and PVI (Early Years) members excepting (i) C and (i) D above: maintained members primary and secondary voting only. SHAD representative requested it noted he had no vote as special schools do not have delegated budgets under the new funding arrangements. Special schools would be able to "buy in" to services – the "top-up" funding element of the Place-plus model would need to take account of this. For (i) E, (iii), (iv) and (v) above: whole Forum voting).*

**ACTION:**

County Treasurer (John Holme, Karen Powlesland)

**616 Schools Forums (England) Regulations 2012**

**DISCUSSION:**

(a) The Forum noted that further to the last meeting when the Forum reviewed its membership, structure and practices in the expectation of legislative changes, these regulations had been made 3 September, coming into force on 1 October 2012. Members noted new government regulations guidance, regulations and explanatory memorandum - the guidance document provided a short summary of the main changes to the current 2010 regulations on membership and proceedings including transparency, whereby groups had also been requested to review whether communication within the groups represented could be improved. These documents were also available at <http://www.education.gov.uk/schools/adminandfinance/financialmanagement/schoolsrevenuefunding/schoolsforums>

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

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

**DECISION:**

(i) that an update on regulation 9 (Consultation on contracts) be reported back to the next meeting;

(ii) that the Education Funding Agency be also invited to observe meetings of the Schools Finance Group, in addition to the Forum;

(iii) that the Education Funding Agency's Schools Forum Best Practice guidance be circulated to members as soon as this was available.

**ACTION:**

(i) County Treasurer (Karen Powlesland/Gordon Bryant), (ii) and (iii) County Solicitor (Fiona Rutley), (ii) Education & Learning (Heidi Watson-Jones), Forward Plan.

**617 Standing (and other) Groups**

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

**(i) School Finance Group (SFG)**

Minutes of the meetings held on 18 September 2012 (considered under Finance Update minute 615 above).

**(ii) Schools Organisation, Capital and Admissions (SOCA)**

(replacing Schools Organisation and Policy Forum and the Local Admissions Forum)

Minutes of the meeting held on 11 September 2012.

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

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**(c) Other Groups**

**14-19 Strategic Leadership Group**

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**618 Dates of Future Meetings**

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

\*W 23 Jan 2013  
W 20 March 2013

Further Dates 2013/14  
Wed 26 June 2013  
Wed 2 October 2013

Wed 22 January 2014  
Wed 19 March 2014.

**DECISION:**

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

\*W 21 Nov 2012 all day;

(b) that the further dates 2013/14 as above (Chairman, Vice-Chairman and associations consulted) be confirmed.

The meeting started at 10am and finished at 12.25 pm.  
The Schools Forum web is [www.devon.gov.uk/schoolsforum](http://www.devon.gov.uk/schoolsforum)