

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

20 March 2013

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	Musbury Primary
Mr M Dobbins	Exmouth Marpool Primary

Secondary School Headteachers

Mr D Chapman	The Dartmoor Federation
Mr V Game	Templer Academy Schools Trust (TAST) (<i>Academy member</i>)
Mr D Sharratt	Braunton CC (<i>Academy member</i>)

Secondary School Governors

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

Special School Headteacher

Mrs J Warne	Ellen Tinkham School
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Special School Governor

Mrs F Butler	Marland School
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Nurseries

Mrs S Baker	Westexe (Nurseries)
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Pupil Referral Units

Ms V Skelton	North Devon Personalised Learning (PRU)
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Non-Schools Members

Mr M Gurney	Teachers Consultative Committee
Mr J Peart	14-19 Strategic Leadership Group (SLG)
Mrs G Rolstone	Early Years, Private Voluntary & Independent (PVI)

Observers & Attendees

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

Ms J Elson	Exmouth CC (<i>Academy member</i>)
Mr A Lovett	Tiverton High School
Mr P Mantell	Diocese
Mr N Way	Central Devon Personalised Learning (PRU)

632 Minutes

DECISION:

that the minutes of the meeting held on 23 January 2013 be signed as a correct record, subject to:- members present, Mr V Game representing Templer Academy Schools Trust - TAST (not Teign Academy) and the date in minute 691 being amended to 26 September 2012.

633 Membership

DISCUSSION:

The Chairman welcomed Ms Vicky Skelton, North Devon Personalised Learning Service - Pupil Referral Unit Schools (Substitute) Member to the meeting.

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

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635 Role of Director of Childrens' Services

DISCUSSION:

The Strategic Director People and County Solicitor briefed members on the Strategic Director 's role combining the two statutory roles of Director of Children's Services (DCS) and the Director of Adult Social Services (DASS), responsible for education, children's social work services and adult social care.

Devon's major organisational restructuring two years ago incorporating one post covering both the statutory responsibilities above was regarded as an important and significant development and had subsequently been followed by a number of authorities both nationally and in the south west. The current organisational structure was operating effectively, providing consistency and stability but would respond to occurrences in the future. The Director also welcomed the opportunity to meet regularly with the Devon phase associations at meetings of the Heads Liaison Group.

The Director provided a briefing note explaining the role and would welcome further questions, invitation to attend a future meeting and /or discussion at Heads Liaison Group.

636 Back to Social Work

DISCUSSION:

The Head of Child & Adult Protection reported on his consultation with staff and rationale on social work reorganisation ending 21 March 2013. This recognised the fundamental importance of social work and was a new example for social work aspiring to the Munro findings. Areas affected were children's social work and emergency duty team (EDT), safeguarding, family intervention services and the permanency & transition service. Recruitment was taking place during April and the end of process anticipated by the end of April 2013.

Members comments included:-

- Welcome of the alignment with Local Learning Communities (LLCs);
- Forging meaningful relationships and good communications between multi-agency professionals, LLCs and special schools at a local level;
- Identifying schools as a work base;
- Engagement with Early Years PVI provision.

DECISION:

- (a) that the Head of Child & Adult Protection explore issues raised by members above;
- (b) that a note be sent to schools informing them of the reorganisation proposals;
- (c) that today's presentation be forwarded to members.

ACTION:

Head of Child & Adult Protection (Rory McCallum)

637 Head of Planning, Transport & Environment's and Head of Education & Learning Update Education Infrastructure Plan (EIP 2012-31)

DISCUSSION:

The Head of Planning, Transport & Environment reported the County Council's EIP for pupil place planning and capital investment in schools had now been published, but was an ongoing live document, ready to reflect any national change and respond to local needs. There was much good practice of collaborate working and links with schools and Local Learning Communities particularly where there were significant changes in housing developments and fluctuating pupil numbers. Ongoing work was also being carried out with the phase associations to plan education and funding provision in a fair, reasonable and transparent way. A detailed look at special educational need planning was also to be undertaken over the next three months.

Devon's two year capital allocation funding and funding held by government had recently been announced for LA basic need, academies and free schools and schools with a strong Ofsted report and patterns of parental preference. The Head of Education & Learning also explained the EIP's transparent process for investment and potential impact of the government's announcement in respect of funding for schools on the basis of strong performance and expanding capacity had a number of challenges if sites were too small or the schools themselves did not want to expand.

638 Finance Update

DISCUSSION:

The Forum considered the report of the Head of Education & Learning (DEF/13/07) on:-

- DfE Review of 2013-14 Schools Funding Arrangements (section 2 of the report)
- High Needs Block funding update (section 3)
- Early Years lump sum funding (section 4)
- Dual use sports halls funding (section 5)
- SEND Pathfinder update (section 6)
- Month 10 budget monitoring position (section 7).

The Forum also noted the minutes of the Schools Finance Group (SFG) of 6 March 2013 relating to the above.

Devon's draft consultation response on the DfE Review of 2013/14 Schools Funding Arrangements was tabled.

Discussions included:-

- High Needs Block Funding - Members wished to register their continued concerns around the impact on Devon maintained special schools of the new funding arrangements. The Phase Associations requested that Schools Finance Consultants (Babcock LDP) were

appropriately updated so that schools received the same clear, consistent and comprehensive advice;

- Early Years Lump Sum - The lump sum element was funded directly from the Early Years DSG funding block, as was all expenditure relating to Early Years provision for 2, 3 and 4 year olds;

- DfE Review of 2013/14 Schools Funding Arrangements - This review was published on 12 February 2013 for response by 26 March 2013 and was of significant importance in formulating national policy and in ensuring a Devon view was given. Common themes and points noted by SFG were covered in paragraph 2.2 of the finance report. The use of a sparsity measure could be a significant factor for Devon but further work was needed to model the variants and impacts of this. As the timescales for responding to the review did not allow for a detailed response Devon planned to indicate that as a general principle the use of a sparsity factor was to be welcomed and that Devon would like to explore this more. In view of the short timescale members' comments would be included and circulated to SFG and where there was consensus by SFG to respond on behalf of the full Forum. This response would also be sent to schools by 22 March with schools encouraged to respond direct to DfE by 26 March.

DAG also suggested for the longer term that a Task & Finish group could be established reporting to SFG to look at sustainability issues, sparsity and funding for small schools and schools with fluctuating rolls.

DECISION:

(a) that in relation to the Early Years Lump Sum (section 4 of report DEF/13/07), Cabinet be recommended:-

(i) that settings receive an early years lump sum for Qualified teachers pro-rata to the number of full time hours that they are operational (section 4 of the report);

Vote – Maintained and Academy, all phases and PVI

(ii) that the maximum early years lump sum per setting is £8,000 as there is no requirement to have more than one qualified teacher in a setting (section 4 of the report);

Vote – Maintained and Academy, all phases and PVI

(b) that in relation to the DfE Review of 2013-14 Schools Funding Arrangements Consultation (section 2 of the report):-

(i) that In view of the consultation deadline 26 March 2012, SFG response on DEF's behalf where there is a consensus view;

(ii) that the Phase Associations be requested to encourage schools to respond to the DfE, using evidenced case studies where possible to support the points raised;

(iii) that consideration be given to setting up a Task & Finish group reporting to SFG to look at sustainability issues, sparsity and funding for small schools and schools with fluctuating rolls;

(c) that in relation to the High Needs Block funding (section 3 of the report) the continued work around robust and practical implementation of the high needs funding arrangements be noted;

(d) that in relation to dual use sports halls funding (section 5 of the report):-

(i) that the new funding formula from 2013/14 supercedes decisions made regarding adjustments to previous local formulae be noted;

(ii) that the schools who had surplus balances arising from Dual Use Sport Hall funding would

not be required to repay these in 2012/13 as per the earlier decision of DEF; and that those schools who had incurred capital costs should claim recoupment for these through established CAPSCH procedures be noted;

(iii) that officers contact the County Council's legal department to review the contractual agreements relating to dual use sports facilities be noted;

(e) that in relation to SEND (Special Educational Need and Disabilities) Pathfinder (section 6 of the report):-

(i) that DEF receive regular updates from the project group on progress;

(ii) that the project group refer matters relating to finance to SFG (for recommendations to DEF as appropriate and particularly in relation to the development of personal budgets and how these and related processes fitted with allocation of funding);

(f) that the month 10 budget monitoring position (section 7 of the report) be noted.

ACTION:

County Treasurer (John Holme, Karen Powlesland)

639 DEF Proportionality and Membership September 2013 Update

DISCUSSION:

Members considered the note of the meeting of Chairman and Spokesperson held on 4 March 2013 reviewing proportionality of the Forum's membership for September 2013, based on January census pupil numbers and forecasts to September 2013. The meeting had also reviewed representation on DEF and its sub groups and requests from the School Organisation, Capital and Admissions (SOCA) Group and early years.

The Early Years PVI representative further requested an invitation to all SFG meetings, rather than when only early years business was to be considered.

DECISION:

(a) that the request for a 2nd formal voting Early Years PVI representative on DEF be not approved but that the Early Years Development Manager be invited to attend meetings of the Forum to provide appropriate advice;

(b) that. an Early Years representative be invited to attend future SFG meetings;

(c) that in respect of SOCA:-

(i) an Early Years representative be invited to attend future SOCA meetings;

(ii) SOCA agenda business be split between admissions and school organisation and capital to enable invited representatives of Diocese (CE and RC), TCC, Post-16 and neighbouring LAs to attend, to be invited by the Schools Access Service Manager, Head of Education & Learning for appropriate business only (predominantly admissions);

(d) that since there was no significant % change in pupil numbers DEF proportionality for September 2013, no change be made to DEF membership for 2013/14;

(e) that in the absence of an umbrella group for academies, the associations continue to carry out elections for both schools and academies members in accordance with the procedure previously agreed by DEF (May 2011).

ACTION:

- (a), (d), Office of the County Solicitor (Fiona Rutley) (e) Fiona Rutley to liaise with associations;
(b), (c) Head of Education & Learning (Heidi Watson-Jones)

640 Funding for 2 Year Olds 2013-14

DISCUSSION:

The Forum considered the report of the Head of Education & Learning (DEF/13/05) on statutory entitlement for the most disadvantaged 2 year olds from September 2013, duty on LAs to secure 570 hours of free early education (15 hours a week for 38 weeks pa, which may be a "stretched" offer so parents may access less hours all year round) and work to date. The DfE's target number of places for Devon was 1200 from September rising to 3100 by September 2014.

Issues identified included:-

- Quality of provision;
- Building market capacity and addressing gaps;
- EYFS progress check at age two;
- Capital funding;
- Eligibility criteria and process for allocation using free school meal data rather than through children's centres;
- Budget;
- Staffing implications in the early years PVI sector with higher qualifications required to work within revised ratios;
- Training implications for settings including training for school based nurseries taking rising three year olds;
- Provision for special schools.

DECISION:

that training requirements and provision for two year olds in special schools be discussed with phase associations and settings as appropriate.

ACTION:

EYCS (Claire Rockliffe)

641 Young Carers

DISCUSSION:

The Forum considered the report of the Head of Social Care Commissioning (DEF/13/08) on arrangements and activities for supporting young carers through the Devon Carers contract awarded to Westbank (working with 7 other organisations) in October 2011. Significant progress in supporting young carers was expected during 2013, including developing a schools resource pack and a schools policy. The Welfare Reform programme was likely to place added strain on young carers and this would be monitored carefully.

Members supported the development of this important area of work in helping schools to support young carers safely and sensitively. Although DASH had already been consulted on developing some aspects, members were keen that the phase associations (including DAG) were involved with the school pilot and development of resource pack and policy. SHAD also wished to see a link into SEN siblings groups.

DECISION:

(a) that a summary report be prepared for schools on the proposals to support young carers, to be submitted to Heads Liaison Group in the first instance;

(b) that the Strategic Director People's management team also monitor progress.

ACTION:

Head of Social Care Commissioning (Ian Hobbs)

642 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 6 March 2013 (including consideration under Finance Update minute 638 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 12 March 2013.

SOCA proposed terms of reference were also circulated.

DECISION:

That the SOCA terms of reference be approved, subject to their amendment to provide for:-

- substitute members to be appointed by the phase associations;
- membership to include schools and academies members (as reflected in SFG membership);
- SOCA to make recommendations direct to Cabinet in relation to relevant statutory admissions functions.

ACTION:

Head of Education & Learning (Heidi Watson-Jones)

(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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643 Correspondence

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644 Dates of Future Meetings

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

Wed 26 June 2013
Wed 2 October 2013

Wed 22 January 2014
Wed 19 March 2014.

The meeting started at 10am and finished at 12.30pm.
The Schools Forum web is www.devon.gov.uk/schoolsforum