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| People & Communities Department | | **3** | |
|  | Civic Centre, Keynsham, Bristol  Tel: 01225 394195 | |

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| **B&NES-PC-Spot** | Description: Bath and North East Somerset Clinical Commissioning GroupCOL |

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| **Meeting title** | **SCHOOLS FORUM** |  |
| **Date** | Tuesday 9th May 2017 – Keynsham Community Space (above the Library) | |
| **Forum Members Present** | Richard Vanstone, Sue East, Roz Lambert, Gareth Beynon, Kerrie Courtier, Susan Robbins, Mark Everett, Colin Cattanach, Jim Crouch, | |
| **Forum Members Not Present** | Claire Hudson, Annie Smart, Justin Philcox, Alun Williams, Ed Harker (Chair) | |
| **Officers Present** | Richard Morgan, Cllr. Michael Evans, Chris Wilford, Philip Frankland, Kevin Burnett (NAHT observer), Margaret Simmons-Bird | |
| **Officers Not Present** | Mike Bowden, Richard Baldwin, Cllr Emma Dixon, | |
| **Distribution** | As above; Theresa Gale; Colleen Collett; Cllr Charles Gerrish; Cllr. Tim Warren, Tim Richens; Jeff Wring;  Wendy Jefferies, All Headteachers | |
| **Next meeting** | **Tuesday 4th July 2017,  Keynsham Community Space (above the Library)** | |

**ACTION**

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| **1.** | **Apologies Received** |  |
|  | CC (Vice Chair), chaired the meeting in the absence of EH (Chair), introductions all-round made and following apologies noted.  Ed Harker (Chair), Justin Philcox, Claire Hudson, Annie Smart, Mike Bowden, and Richard Baldwin.  Kevin Burnett of NAHT attended as an observer.  Charlotte Lucas (co-founder Free Rangers Nursery), Gemma Macey (manager Free Rangers Nursery), Clare Crowther (Atlelier Nursery) attended for agenda item 5, Early Years Local Funding Formula. |  |
| **2.** | **Declarations of Interest** |  |
|  | The following Declarations of Interest and Positions Held were received:  Sue East – Head-teacher of St Andrew’s C of E VA Primary School – Maintained Nursery (item 5)  Kerrie Courtier – Head-teacher of Longvernal Primary School – nursery as part of Longvernal Primary School (item 5)  Gareth Beynon – Head-teacher Chew Valley School – Governor at Dundry School, North Somerset  Alun Williams – Head-teacher Norton Hill Academy – Director of Midsomer Norton Schools Partnership  Colin Cattanach – Strategic Principal Aspire Academy – Governor Aspire Academy and Governor Bath Studio School  Mark Everett – Head-teacher Writhlington Academy – Trustee for Writhlington Scouts and Leisure Trust  Jim Crouch – Governor Representative – Chair of Governors for Paulton Junior and Pensford Primary  Susan Robbins – Governor Representative – Chair of Governors Wellsway School, LGB, Trustee Wellsway MAT  Roz Lambert – Early Years Representative – x 3-Early Years Settings (item 5) |  |
| **3.** | **Minutes of the last meeting (17th January 2017)** |  |
|  | Minutes checked for accuracy and agreed with following amendments/actions.  ***4 –*** *Ethnic Minority Support (Kick Start)*. RM gave a further explanation quoting the email sent; the result of which a unanimous decision to stop De-delegation and cancel the contract:  *“At Forum today we were left unexpectedly non quorate for the first time ever, due to the unfortunate late withdrawal of Colin Cattanach (Ofsted call at lunchtime)*  *As there were only five members present I chaired the meeting and as part of the process we agreed that we would seek approval via e-mail for the decisions that cannot be postponed to the May meeting.*  *- after lengthy debate and a desire to try and keep collective approaches to work to support schools, it was considered that the recommendation to stop De –delegation from 1st October and cancel the contract with Kick-start was the preferred option.”*  ***6 – High Needs Budget Update*** *– CW will set-up a forum to engage with schools.* CW is currently organising a set of meetings with individual Heads and organisations.  ***7 – National Funding Formula*** – RM gave a brief update; following receipt of a unanimous agreement, the NFF consultation with revised response was sent by RM.  ***8 – Disapplication of Funding Regulations*** - RM gave a verbal update: Due to the Forum being non-quorate RM sent an email to all members to allow a decision vote to take place. With a unanimous agreement being received to progress the process, the agreement was sent and is awaiting response from DFE and EFA.  ***9 – A.O.B.*** - *Observers felt the Forum should have a letterhead* –ML will share the draft versions with members via email for members to make a decision of acceptance at the next meeting. | ***ML*** |
| **4.** | **Schools Forum Membership and Terms of Reference** |  |
|  | RM briefly explained the Terms of Reference; requesting the members present to check for completion and make comments.  KB made the following comments / observations, sent via email for clarity as requested by RM:  *a) In the 1st paragraph, you'll sadly have to delete 'Primary Council' - possibly substitute 'Area Head Teacher Groups (mainly Primary Heads)', instead?*  *b) Can we add in the following functions as (4), (5) & (6) - up to you as to whether the 'examples' are also listed (just thought they help to focus the mind):*  *(4) To endeavour to support schools and other educational settings, in achieving 'best value' where possibilities exist to do so E.g. Behaviour and Attendance Panels*  *(5) To work together with schools and other educational settings and organisations to facilitate the most effective way of delivering services that are the responsibility of both schools and the Local Authority (e.g. High Needs)*  *(6) To ensure that where insufficient funding is having a detrimental effect on service delivery and children, the Schools' Forum communicates this in writing to the appropriate DfE contacts (with local MPs and Councillors copied in) to ensure they fully understand the repercussions of their policy at a local level*  *c) Under the heading 'Communication - Responsibilities', in the first paragraph, should we add in 'and / or Board of Trustees' after 'governing bodies'?*  RL requested that a reference to Early Years be included.  **Schools Forum Membership** – RM took the forum through the membership list; 3-terms of office are due to end July 2017:   * Annie Smart – Primary Heads Representative * Susan Robbins – Secondary Governor Representative * Roz Lambert – Early Years and Childcare Representative   RM explained the nominations process; those already in post are welcome to remain if they wish; the vacancy for Special Schools Governor is being advertised.  Vacancy for 14-19 Representative (originally from the College), but with current changes and little interest shown by the College, this was no longer relevant.  The Forum asked to consider a representative from the Studio Schools (3-schools in the BANES region) – the LA will be the appointing body.  There is an opportunity to enhance the Forum membership, by the LA appointing another person – Cllr ME requested to maintain Early Years presence – nominees would have to be requested via email. **Action:** RM | ***RM***  ***RM*** |
| **5.** | **Early Years Local Funding Formula** |  |
| **`** | PF introduced the paper giving a brief explanation following the decision made at the Forum meeting of 21 March 2017 to ask for the funding formula to be looked at again.  The Forum were asked to make a decision to agree the method by which the EYE funding is to be for 3 and 4 year old children is to be allocated in 2017/18 financial year based on a further consultation containing two options:  Option 1 – the original proposal   1. Base rate – paid per child to all Ofsted registered provision meeting the requirements of the DfE’s new national provider agreement (to be published) who sign the agreement and continue to meet its conditions. Providers will remain on the base rate unless they are delivering one or more of the following: - 2. Providers offering between 570 hours (the core EYE offer for all) and 1140 hours over a minimum of 38 weeks for at least 6 hours a day will receive the partially enhanced hourly rate for each child.\* 3. Providers offering 1140 hours over a minimum of 38 weeks for 10 hours a day (DfE daily maximum) will receive the fully enhanced hourly rate for each child;\* 4. Providers employing an Early Years Qualified Teacher (QT) or graduate level equivalent working 1265 hours a year (or full time equivalent) spending at least 50% of their working time directly with the children will qualify for an additional hourly rate; 5. The current deprivation supplement will be maintained and marginally increased per hour; 6. New areas will be entitled to a deprivation supplement paid at half the rate of the existing deprivation supplement.   Option 2 – following the request for an alternative option  3 and 4 year old funding to be allocated at a flat rate hourly rate to all providers meeting the eligibility criteria set by the DfE in the Local Agreement.  All other supplements would cease except the deprivation supplement which is mandatory within the DfE regulations on the funding formula. All Councils have a statutory duty to narrow the gap in attainment at the end of the EYFS and deprivation is one of the key factors within this gap. It is therefore intended to allocate this supplement as follows:   * All children will be allocated an additional universal hourly supplement for deprivation in all areas. Providers can then allocate this additional fund to the children they determine in their setting require additional support   In addition and as you are aware the gap in attainment in Bath and North East Somerset Council for children as measured at the end of the EYFS is one of the largest in the country. As outlined in the original consultation we already provide a supplement to the top 2 most disadvantaged areas and it was proposed to extend this to the next two levels of disadvantaged areas as measure by IDACI. This was based on Council officer recommendation to expand the areas.  This recommendation has remained endorsed within by officers of the Council and therefore it is proposed to continue with the expansion of the deprivation supplement as outlined in the original consultation. The funding will be allocated as follows:   * Areas 1 and 2 will receive their current hourly deprivation allocation * Areas 3 and 4 will receive a lower allocation but at a higher rate than the universal allocation. This is new.   Please note that funding for 2 years old was proposed to be allocated at the same flat rate in both proposals.  Following the discussion of the 2-options the Forum voted to carry Option 2. | ***PF*** |
| **6.** | **Behaviour Panel Funding** |  |
|  | RM introduced the report which sets out the funding position for 2016/17 at close-down of accounts for each panel on 31 March 2017 and the panel arrangements for 2017/18.  RM explained a decision was required on whether to carry forward over and underspends from 2016/17 to each panel:   1. To Claw-back any excess above the agreed scheme threshold 2. Allow funding to be carried forward even in excess of the thresholds   The Forum voted (1-against) to Allow funding to be used in the 17/18 financial year. |  |
| **7.** | **Schools Finance Regulation – Loan Schemes** |  |
|  | RM explained the Department for Education is seeking views on a proposed directed review to section 4.10 **Loan Schemes of the Scheme for Financing Schools Guidance.**  The Government consultation paper ‘Changes to the Criteria for agreeing Loan Schemes’; issued on 24 March 2017; was included for information. |  |
| **8.** | **A.O.B.** |  |
|  | KB observed that Schools Forum should be kept informed of any deficits re: Early Years Funding Formula.  St Michael’s School, Twerton; are in a period of consultation with regard to the resource base on their site– more information will be sent to Head-teachers. |  |
| **9.** | **Date of Next Meeting** |  |
|  | Tuesday 4th July 2017, Keynsham Community Space (above the Library) |  |