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| People & Communities Department  | **4** |
|  | 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 13th September 2016 – Keynsham Library Community Space. |
| **Forum Members Present** | Ed Harker (Chair), Richard Vanstone, Kevin Burnett, Sue East (shadowing KB), Annie Smart, Claire Hudson, Justin Philcox |
| **Forum Members Not Present** | Susan Robbins, Roz Lambert, Alun Williams, Jim Crouch, Colin Cattanach, Gareth Beynon, Kerrie Courtier |
| **Officers Present** | Richard Morgan, Cllr. Michael Evans, Mike Bowden, Chris Wilford, Margaret Simmons-Bird, Cllr. Emma Dixon, Philip Frankland, Richard Baldwin, Chris WilfordObservers: Lyndon Jones (HERS Manager), Sharon Lymposs (Children Missing Education Service Manager), David Biddleston (HERS Teacher) |
| **Officers Not Present** |  |
| **Distribution** | As above; Theresa Gale; Colleen Collett; Cllr Charles Gerrish; Cllr. Lisa Brett; Cllr. Tim Warren, Cllr. Emma Dixon, Tim Richens; Jeff Wring; Wendy Jefferies, All Headteachers |
| **Next meeting** | **Tuesday 22nd November 2016, 3-5pm, Keynsham Civic Centre, Room West 1.1**  |

**ACTION**

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| **1.** | **Apologies Received** |  |
|  | Roz Lambert, Alun Williams, Jim Crouch, Gareth Beynon, Susan Robbins |  |
| **2.** | **Election of Chair** |  |
|  | EH welcomed everyone to the first Forum meeting of the year, his first as the new Chair!With no names put forward for the position of Vice-Chair a further request for nominees was made. RM’s explained the history of the chair and vice chair positions and suggested that a secondary school head might wish to hold the position to ensure a balance across the membership. EH requested secondary heads confer; posting nominations to draw the election to a conclusion for the November Forum meeting. | ***All*** |
| **3.** | **Declarations of Interest** |  |
|  | Following the Forum’s discussion around the new Declarations of Interest form; it was agreed to include a section for Declaration of Positions Held; and will be requested annually in September, an updated version being distributed with the minutes.The following declarations were recorded:ME – Governor, St John’s School, Midsomer Norton.CH – the Diocesan rep and Chair of Governors, Trinity Church School, Radstock (formerly Academy of Trinity), a Midsomer Norton Schools Partnership Trust School.RV – member, Shadow Board of planned Somerdale Primary School.JP – The Bath and Mendip Partnership Teaching School is based at Fosse Way School, Bath. Fosse Way School holds a BANES contract for ASD Support Service. Member of the Partnership Trust. |  |
| **4.** | **Minutes of the last meeting (12th July 2016)** |  |
|  | Agreed with following amendments/actions.* 1. – CH now added to Apologies Received

3.1 – Action for MB regarding the results of the research project regarding potential models for collaboration/partnership for schools. MB to update at September meeting – MB reported commissioned work has been completed and will be distributed; keep on agenda.5. Behaviour Strategy – MB reported proposals are in development regarding items 3.1 and 5 above; but should have more formal information / feedback for the meeting in September. CW gave an update regarding long term provision which will involve more detailed work; a progression meeting is planned for March 2017. * Sensory Support contract has a 3-year get-out clause, which was agreed is outdated; CW reported more detailed work needs to be completed.
* Sensory Impaired Service contractual arrangements need to change – the Forum requested CW to seek a more realistic timeline and report back.

CW gave a brief update to the Forum and following discussions re: contractual law, another commissioners meeting is planned for September; with an April 2017 timescale now in-place a further update should be available in November. **7.** - The Forum previously recommended the carry forward of excessive schools balances to remain, and would revisit this topic again at a later meeting. EH asked when this would take place – RM said further information is awaited before reporting in January 2017.**8.** – Schools Counselling - Mary Kearney-Knowles and Margaret Fairbairn presented the paper, answering questions regarding the request for funding a school based counsellor. The members voted unanimously to support the request of approximately £64k; utilising part of the DSG carry-forward to support the funding. AS questioned if this provision is for both primary and secondary schools; RM confirmed the provision was for secondary schools and updated - all secondary schools have been contacted by Margaret Fairbairn, and planning is in-hand.**9.** - The Forum discussed the paper requesting a further 12-month’s funding to Aspire’s contract... The Forum voted to extend the contract. – CW gave a further clarification to this alternative provision which the Forum discussed; MB suggested this should be an agenda item for the November meeting. | ***CW******RM*** |
| **5.** | **DSG 2017 - 18** |  |
|  | RM introduced the new guidance on DSG funding for 2017-18.The documents explain the plans the DFE have for 2017-18 and set the scene for further guidance on a National Funding Formula expected early November 2016; explaining this was to promote awareness within the Forum. As some schools will see significant changes, RM hopes to have more information around what this means for individual schools for the next meeting.The Forum discussed the report; in particular the impact of data changes imposed by the DFE. The forum considered the impact of the changes to the Education Services Grant (ESG) and the ability of the LA to continue to support schools with the reduced grant. Attached for information is an annex from DFE papers explaining the responsibility of the LA in relation to ESG services.The paper explained the opportunity that exists to remove the funding for behaviour support from the schools budget and to utilise the resource to support the behaviour panels directly. The forum also discussed the methodology of removal and the need to request an exemption from the MFG for the funding so that individual schools saw no difference from the methodology.Forum agreed to the request to ask the sec of state for an exemption Behaviour Support Funding – The forum felt Behaviour and Attendance Panels are an excellent example not to be lost but it would be helpful to have visuals to enable explanation of key points to colleagues. The Forum asked for a small presentation made at the Directors meeting to ensure clarity.The vote for all in favour of consultation was carried unanimously. | ***Agreed******Agreed*** |
| **6.** | **Funding Formula Analysis** |  |
|  | RM reminded the forum that graphs in the attached document (6.1) were for information only and will eventually feed into the National Funded Formula.EH asked the Forum for observations on document 6.1; noting the positioning of the LA on the graphs. RM further explained the inability to forecast the impact of a National Funding Formula until more information is available. With National Conferences held in November 2016, more information is expected to be available for the next meeting. |  |
| **7.** | **Hospital Education and Reintegration Service** |  |
|  | CW introduced the paper to the Forum as an aid to provide a steer on the future delivery of the service; advising a hold on final recommendations until more information is available.Following a question from ME about the trends of numbers; LJ explained about liaison / use between full-time and peripatetic teachers and CAMHS at the RUH.CW summarised ‘5. Findings presented at the advisory group’ – have met three times with positive outcomes; feedback with good / outstanding achievements with some challenges: increasing demand in the need for CAMHS; including statutory responsibilities ensuring teachers are available / able.The Forum discussed how the system is working at present. |  |
| **8.** | **Apprenticeship Levy Charge** |  |
|  | RM introduced the paper, to the Forum as issued for information; the Forum discussed this bearing-in-mind the goal of Authorities trying to encourage employers to utilise apprenticeships. ED apologised having to leave the meeting at this point. |  |
| **9.** | **Early Years National Funding Formula** |  |
|  | PF circulated for information a briefing on the DfE paper ‘An early years’ national funding formula” to provide an overview of funding consultation proposals which have been running between 11/08/2016 and close on the 22/09/2016.The paper gave an explanation of the likely changes to funding in Bath and North East Somerset Council which would need to come to Forum around January 2017 for agreement of a funding formula and to set the budget. It is due to come into force on 1st April 2017.PF explained the paper to the Forum, noting that a lot of detail is still required. The Forum does not need to make a decision yet to this complex item, which will be re-visited later in the year as the actual funding is revealed. |  |
| **10.** | **A.O.B.** |  |
|  | None  |  |
| **11.** | **Date of next Meeting** |  |
|  | Tuesday 22nd November 2016, Keynsham Civic Centre Room West 1.1. |  |