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

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| **Meeting title** | **DRAFT SCHOOLS FORUM** |  |
| **Date** | Tuesday 12th May 2015 – W1.1 Civic Centre, Keynsham. |
| **Forum Members Present** | Mark Mallett (Chair), Ed Harker (Vice Chair), Annie Smart, Susan Robbins, Julie Dyer, Ruth Haines, Steve Taylor, Roz Lambert, Jim Crouch, Simon White,  |
| **Forum Members Not Present** | Lianne McCarthy, Tim Withers, Andrea Arlidge, Jim Crouch, Mark Everett, Anne Hewett, Kevin Burnett, Suzanne McDonald, |
| **Officers Present** | Richard Morgan, Margaret Simmons-Bird, Mike Bowden, Richard Baldwin, Philip Frankland , Richard Vanstone, Debbie Forward, Alice McColl. |
| **Officers Not Present** | Caroline Howarth, Sally Churchyard, Ashley Ayre, Cllr Dine Romero, Sara Willis, |
| **Distribution** | As above; Theresa Gale; Colleen Collett; Cllr Bellotti; Cllr Sally Davis; Cllr Paul Crossley; Tim Richens; Jeff Wring; Wendy Jefferies, All Headteachers |
| **Next meeting** | **Tuesday 7th July 2015, 3-5pm , 1st Floor Conference Room West 1:1, Civic Centre, Keynsham** |

**ACTION**

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| **1.** | **Apologies Received** |  |
|  | Ashley Ayre, Tim Withers, Andrea Arlidge, Mark Everett, Anne Hewett, Kevin Burnett, Suzanne McDonald, |  |
| **2.** | **Minutes of Last Meeting – 17th March 2015** |  |
|  | Agreed. (add Ruth Haines as present).Actions4. RM still working on Early Years data.6. Schools Budget Data – Projected budget data for next 2-3 years still being collated, including from Academies. RM collecting data and will present at next SF meeting. | ***RM******RM*** |
| **3.** | **Matters Arising** |  |
|  | Secondary Schools Counselling Service. MB updated SF, contract almost finalised. Information planned to go out to Schools during Mental Health Awareness Week. |  |
| **4.** | **Educational Psychology Service** |  |
|  | RB presented the report to SF to inform them of the increasing pressures on the EP Service. Referrals were up in 2014-15 by 40%, EHC plans were fuller and therefore taking more time and there had been the additional pressure of the critical incident at WASPS. To manage demand it was proposed to reprioritise to ensure statutory work is carried out, therefore only carrying out preventative work in Schools with OFSTED RI status. The group discussed this criteria and MSB said that currently RI schools have the greatest need and must be given priority because of pressure from HMI. SW added that there was some confusion in schools over referral criteria in different LA’s. RL added that some were unaware of changed priorities. RB agreed to talk to SW about this issue. RB added that he was happy to talk to schools about the new criteria to ensure work is in the right schools.  | ***RB*** |
|  **5.** | **Behaviour Panel Budgets** |  |
|  | RM presented a report showing over/underspend on the 6 panels for 2014/15 (note: table labelled ‘Close Down 2013/14’ should read 2014/15). SF was asked to VOTE to adopt new policy to automatically carry forward balances within 8% of the panels annual funding available. Where balances are greater than 8% of panels available funding then the panel will need to ask SF to carry forward (funds in excess of 8%). Where overspends exist the panel will automatically carry forward this balance. VOTE – Approved unanimously.MB agreed to take the report to the next B&A Panel Joint Chairs Meeting.MM commented that devolution of funds to schools has been very successful and produced significant improvement. | ***MB*** |
| **6.** | **Family Support and Play Commissions** |  |
|  | DF/AM presented paper to SF seeking permission to engage in a three year commission for a new early help family support service (2016-19) to replace 3 contracts that are due to expire in 2016. The contract would be jointly funded by LA (£220k) and SF (£199k). DF/AM went through the proposal presenting the benefits of this new approach and also inviting feedback from SF on how to ensure appropriate allocations (by age) of services. SF discussed the proposal – * pro-active approach was very welcome.
* Early intervention proposed to prevent additional costs later
* Bringing services together makes sense and would be clearer to schools how to access them
* Increased opportunity for monitoring of quality and of policies and procedures

SF expressed concerns about committing to a 3 year contract for non-statutory services when school budgets were facing deficits within 2-3 years. DF suggested a 2 year contract with an option to renew for a further year with a built in six month notice period that could be used should funding have to be withdrawn. Concerns were expressed regarding the lost opportunity/gap that could occur should this not be approved and the SF agreed that it was well understood that early intervention helps and an increasing number of families were coming through.VOTE – SF voted to approve £199k for a 2 year contract with an option for 3rd year – unanimously agreed.DF/AM thanked SF for giving this their full consideration and agreed to come back to SF to report progress. DF would like schools to take part in the commissioning process and SF suggested members of B&A panels would be most appropriate. DF to approach panel members. | ***DF*** |
| **7.** | **Strategic Planning of Funding – 3-5 year plan** |  |
|  | MB presented paper and proposed table suggesting a 3-5 year financial outlook would help inform SF decision making and give greater confidence in making appropriate financial commitments. SF discussed proposal and agreed this would be very useful whilst noting caveats re political unknowns and that there would be a number of estimates that would have to be regularly updated. SF agreed that this is a good proposal and should be added to the meeting agenda as a standing item to be updated regularly (suggested every other meeting). RM to add to Schools outturns to table. | ***RM******RM*** |
| **8.** | **Election update** |  |
|  | MB updated SF on national and local election results to date. Nicky Morgan remains as Secretary of State for Education.Locally there is now a conservative majority – the first single party majority for many years. Senior positions have not yet been announced.MM requested that the new Cabinet Member for C&YP be invited to speak at the next SF.  | ***RM*** |
| **9.** | **SWGFL Broadband Update** |  |
|  | ST provided a final update on this project which is now successfully concluded although ST added that services will continue to evolve over time.MM congratulated ST on providing a successful and money saving service and asked him to communicate the SF thanks to all involved.SR requested that any further reports to SF include the Broadband speed status of all schools even though they may commission their service separately. | ***ST******ST*** |
| **10.** | **AOB** |  |
|  | * RM advised the group that the first meeting of the Regional Chairs of Schools Forums would be taking place next week. RM and EH were attending and would feedback to the next SF meeting.
* MB informed the group that Jeanette Viera had been commissioned to work on the development of a Behaviour Strategy for BANES.
* PF informed SF that a new scheme for employees’ childcare financial support, ‘tax-free childcare’, will start in September. The old Childcare Voucher Scheme would be gradually phased out over time as members of that scheme either switch to the new scheme or no longer require childcare.
 | ***RM/EH*** |
| **11.** | **Date of next meeting** |  |
|  | 7th July 2015, Civic Centre West 1.1 |  |