

SCHOOLS ORGANISATION FORUM NOTES OF MEETING

Date: Tuesday 22 November 2011

ISSUES FOR DEF ON 7 DECEMBER

<p>A3. Capital Programme update</p>	<p>Ranking for prioritisation of funded capital works agreed to remain by school floor area (as agreed last year by DEF), subject to the outcome of James Review consultation when outcome known.</p> <p>Note school capital programme will no longer form a discrete report but will be included within the corporate County Council report.</p>
<p>A4. School Organisation update</p>	<p>Note increase in number of enquiries received regarding the establishment of Free Schools.</p> <p>Pressure of Places - local consultation processes currently underway in Exeter, Exmouth and Okehampton.</p>
<p>A5. Admissions update</p>	<p>Note publication of the revised Admissions and Appeals codes which come into effect from 2013 intake. These new codes outline a number of proposals for change to current admissions procedures. Revised schemes for the LA, individual schools and academies buying in are currently being drafted.</p>
<p>A6. i) James Review ii) Priority Schools Building Programme</p>	<p>i) James Review consultation outcomes expected to be published in the new year, anticipated to include establishment of national condition survey database, and standardised design schematics.</p> <p>ii) Awaiting announcement of successful bids for Priority Schools Building Programme in December.</p>
<p>A7. School Capacity Survey</p>	<p>Note announcement of £1.9m un-ringfenced grant is to be awarded to Devon on basis of basic need. This comes to enable early development of priority schemes in advance of the publication of capital programme funding allocations,</p>

**SCHOOL ORGANISATION AND POLICY FORUM
NOTES OF MEETING
22 November 2011 at Great Moor House**

		22/11/11
Chris Dyer (Chair)	DCC - Head of Learning Environments	✓
Christine McNeil	DCC - School Organisation Policy Manager	✓
Heidi Watson-Jones	DCC - Programme Support Officer	✓
Linda Wells	DAPH - Lydford Primary	✓
Darryl Chapman	DASH - Okehampton College	✓
Kevin Bawn	DASH - Clyst Vale	✓
Martin Dean (for Jacqui Warne)	SHAD - Bidwell Brook	✓
Carole Williams	DAG	
Councillor Christine Channon	DCC	
Jeanette Kemlo	Parent/Carer	
Tricia Blyth	Plymouth RC Diocese	✓
Philip Mantell	Exeter Anglican Diocese	✓
John Staddon	TCC	✓
Shirley Ludley	JCC	
Khristine Rumsby	DCC (Post 16)	✓
In attendance:		
Chris Jay (item A2)	NPS (DMP / MUMIS update)	✓
Jon Sharpe (item A3)	DCC (Capital Programme update)	✓
Andrew Brent	DCC (Admissions)	

A. STANDING AGENDA ITEMS

A1. Item/Focus: Notes of Previous meeting (20 September 2011)

Discussion:

- Paul Cousins, from Exmouth CC representing DASH on NPS Heads Forum. DASH to consider if Head is also available to join the group.
- Khristine Rumsby to represent Post 16 on SOPF until outcome of James Review consultation is known. Anticipating changes to FE capital arrangements which may necessitate FE Principal representation on SOPF in future.

**Key Decision/
Issues for DEF:** Minutes agreed as accurate record.

Action: **DASH** to consider whether head required to represent at NPS Heads Forum.
HWJ to check appropriate JCC representation on SOPF.

A2. Item/Focus: Update on DMP and MUMIS (Chris Jay)

Discussion:

- Inverteign school has withdrawn from DMP.
- Gas tightness information, including pipework schematics, now being circulated to schools.
- No MUMIS claims received to date.
- VA Promise Agreement scheme in satisfactory position at month 7. Richard Power looking at replacement scheme to be put in place April 2012. Consultation on proposed changes expected in new year.

- Tender validation process underway for new contracting database arrangements to be introduced from April 2012. Schools should have more choice of preferred contractors as a result of the exercise.
- Safety glazing surveys progressing well, and orders being raised. Installations commenced during November and will continue into 2012-13. Noted some surveys have taken place where unaware of converting academy status, however will hold progress on any further converting schools until outcome of their consultations are known.
- DCC and NPS working well to improve quality of Asbestos register, annually checking condition of known asbestos on-site and keeping photographic records.

Key Decision/ Issues for DEF:	Noted that at meeting on 14 June, a MUMIS contribution was agreed to be taken, however this was not noted in the minutes. SOPF confirmed that this was the case.
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Action:	
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A3. Item/Focus: Capital Programme update (Jon Sharpe)

Discussion:

- Main areas of focus: boilers, roofs and fenestrations. Concern that schools with out-of-date surveys will be disadvantaged. Wider range of work categories (D1, D2, some C) should pick up priority work, and noted that project officer visits should also pick up any anomalies.

Ranking of schemes:

- SOPF discussed options for prioritising against school floor area or pupil numbers. Will need to avoid complicated system.
- Suggested two priority lists for secondary and primary.
- Noted that funding levels are still unknown, and outcomes of James Review awaited which may give LAs a steer. Initial assessments indicate that all D1 priorities might be covered, with more uncertainty over covering all of D2.

DCC Corporate Capital Programme consideration

- Noted that in future a Corporate-wide capital programme report will be considered at County Council, with no separate schools capital report. Hoping that schools narrative will be included. It is anticipated that school capital projects will be listed within County Council budget book in future.

Key Decision/ Issues for DEF:	Agreed SOPF continue to use scheme of ranking, as agreed last year at DEF, using Sq metre floor area per school (mindful of anticipated funding allocation and outcome of James review)
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Action:	
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A4. Item/Focus: School Organisation update (Christine McNeil)

Discussion:

- Currently preparing School Organisation Plan, to be presented at SOPF in due course.
- Noted increase in enquiries regarding establishment of Free Schools. Local Learning Communities are being kept informed of these enquiries. Noted particular growth area in North Devon / Cornwall A39 corridor which is area of interest for proposed Route 39 Free School application.
- Understand that there is interest from independent special schools for Free School conversion, but LA has not been approached or informed officially.
- Basic need provision at Newcourt, Exeter currently under discussion. Noted Diocese of Exeter have been approached with an application for C of E Free School at Sparkwell.

Pressure of places :

- Meetings in three Exeter LLCs planned for January. Enlargement of Bowhill and Newtown schools - consultation processes underway.
- Update on Exmouth pressure of places expected at next SOPF.
- Meeting with Okehampton LLC in December to discuss options to deal with pressure of places

- Parracombe - working with Governors to consider school sustainability within the LLC. Governors and Diocese wish for school to remain open.
- Cranbrook - 7,500 dwellings now proposed. Clyst Honiton Primary School due to move September 2012.
- Area Reviews - follow up meetings with LLCs now being planned.
- Dalwood - school closure underway.

N.B. Further to circulated schedule of academies, please note DCC has received notification that Stokeinteighhead Primary have now withdrawn from the Academy application process.

Key Decision/ Issues for DEF:	
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Action:	
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A5. Item/Focus: Admissions update

Discussion:

- New codes of admissions and appeals have been published. Noted a number of changes may be taken into account at discretion of LA.
- Devon keen to retain LA in-year admissions coordination rather than enabling schools to take in-year applications directly from parents. Noted DASH had stated it was keen to continue with current application process.
- New provision to give schools greater freedom to increase their PAN, however Devon keen that annual consultation on PAN with LA continues, accurately reflecting the accommodation available at each school.
- Noted changes to designated areas planned for Dalwood, Tavistock (from 2013-14 intake, which aligns the number of children within that area to actual school capacity) and Honiton (as a result of new housing development).
- Online applications - noted software difficulties may result in a fall in the percentage of online admissions applications this period.
- Noted ongoing consultation with Whitehouse Guardianship regarding admission of year 10 children coming to the country for just one or two terms. Devon will not admit children in this category into GCSE classes to minimise disruption to existing pupils.
- Noted a one year placement at year 12 can be beneficial to schools where an AS can be achieved. Post 16 admissions in this regard are a matter for school decision.

Key Decision/ Issues for DEF:	
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Action:	
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A6. Item/Focus: James Review and Priority Schools Building Programme

Discussion:

James Review:

- Consultation now closed and outcomes will be known in the new year. Understand that many respondents were unhappy with proposal for national procurement processes.
- National condition survey database for educational establishments proposed (incl. children's centres, schools and FE) from April 2012. Five-yearly Surveys to give light-touch overview of maintenance & life expectancy, rather than detailed report currently available locally, which is expected to continue. Nine national geographic areas.
- Noted CD is seconded 3 days per week to Partnership for Schools until Christmas.
- Outcome of James Review expected to put LA in position of convenor for priority schemes to receive funding.
- Standard suite of designs to be established, but concerns about scale of schematics planned. Concern around flexibility to adjust standard designs to fit well locally.
- Noted FE sector capital situation expected to be significantly changed and will anticipate greater FE involvement with SOPF.

Priority Schools Building Programme	
<ul style="list-style-type: none"> The announcement of successful bids is anticipated in December. 	
Key Decision/ Issues for DEF:	
Action:	CD to update SOPF when James Review consultation outcomes, and Partnerships For School bids are published.
B. DEVELOPMENT AGENDA ITEMS	
B1. Item/Focus: Terms of reference / FE representation	
Discussion: Noted that responsibility for considering Safeguarding issues will now rest with DEF.	
Key Decision/ Issues for DEF:	SOPF endorsed Terms of Reference for the group.
Action:	HWJ to update version on DEF web pages
B2. Item/Focus: School Capacity Survey	
Discussion: <ul style="list-style-type: none"> Keith Lewis has produced data for this statutory DfE return. Outcomes expected during December. Understand that £1.9m additional un-ringfenced grant funding (basic need) to come to Devon to start to develop schemes for the future in advance of capital programme. 	
Key Decision/ Issues for DEF:	
Action:	