

**SCHOOLS ORGANISATION FORUM
NOTES OF MEETING
Date: Wednesday 4 May 2011**

ISSUES FOR DEF ON

Councillor Channon – a capital programme report for DEF.

Present

Chris Dyer (Chair) CYPS LET; Kevin Bawn (DASH); Daryll Chapman (DASH); Linda Wells (DAPH); Jacquie Warne (SHAD); Faith Butler (DAG); Richard Power (Exeter C of E Diocese); Tricia Blythe (Plymouth RC Diocese); Nigel Coleman (NPS); Councillor Christine Channon (Cabinet Member for Schools & Skills); Pauline Warner (Environmental Policy Manager, EEC); Fran Butler (CYPS Early Years); Andrew Brent (CYPS Admissions); John Peart (14+ Learning & Skills Strategic Team); Simon Niles (CYPS Learning Environments); Christine McNeil (CYPS LET)

Apologies

Councillor Vanessa Newcombe (Chair CYPS Scrutiny); Gary Chown (DAPH); Roy Souter (DAPH); John Staddon (NASUWT); Carole Williams (DAG)

A. Standing Agenda Items:

Item/Focus: A1 Notes of Previous Meeting held on 1 March 2011 and Matters Arising

Discussion:

- The previous minutes were taken as read.
- The planning day for the Area Review of Special Schools will be in June 2011, with the Review Day in September 2011 (dates to be confirmed).

**Key Decision/
Issues for DEF:**

Action:

Item/Focus: A2 Update on DMP and MUMIS and the impact of Academies – Nigel Coleman/Chris Dyer

Discussion:

Nigel Coleman presented the DMP report:

- Outstanding Condition Surveys which were programmed for 2010/2011 to be completed during 2011/2012 to achieve 100% completeness. The DMP overspend will be recouped over the length of the Agreement. Lynda and Daryll nodded acceptance.
- According to James Review, Government putting emphasis on accuracy of condition data, so the survey information needs to be up-to-date.
- Further discussions around future Condition surveys to be discussed later this year.
- VA Promise – overspend offset by reserves. Ends 31 March 2012 for VA schools – discussions taking place to continue.
- Property Contracting Database has been presented to approx. 500 contractors over county – the anticipated 4-year agreement starting in April 2012.

- The PCD is available to all DCC properties.

Chris Dyer presented the MUMIS item:

- Academies may not subscribe to MUMIS.
- MUMIS will continue for non-VA schools and await the outcome of the James Review.

**Key Decision/
Issues for DEF:**

Action:

Item/Focus: A3 Capital Strategy update – Simon Niles

Discussion:

- Delivery of the Capital Programme is the highest priority of the Learning Environments Team (LET).
- The James Review was published later than expected.
- There is a small carry-over from last year.
- NPS commissioned to provide programme and project management.
- Schools will have to be flexible – we can't delivery everything at once.
- Will bring a report and financial statement back to SOF to show how the programme is progressing.
- Recommendation of the Forum that we should send through to SFG as well.
- Keen to get the Millwater project commissioned.

**Key Decision/
Issues for DEF:**

Action:

Simon Niles to provide Capital Programme update to the next SOF.

Item/Focus: A4 Green Projects update – Simon Niles

- Some of the funding is from the I.I.D. fund.
- Hoping for £1.5 million this year.
- NPS have done good work on condition and energy use.
- Eight boiler replacements commissioned at a cost of £500,000.
- Insulations surveys – underway – some schemes may include asbestos work, which could be disproportionate.
- Need to look at value for money.
- Forum agreed to assist schools who latterly signed up for Green Challenge funding offering matched contributions by making up difference from this year's Green Capital funding.

**Key Decision/
Issues for DEF:**

Action:

Item/Focus: A5 School Organisation update – Christine McNeil	
<ul style="list-style-type: none"> ◦ Pressure of places. ◦ Free schools – think Steiner not going ahead. ◦ Think developers will be reluctant to proceed in Okehampton because of economic situation locally. ◦ Cllr Mumford has been looking at Okehampton area as part of this strategic planning brief. ◦ A high number of primary pupils within Okehampton projected for 2013. ◦ Suggest LET does an Options paper for Councillor Channon to consider. 	
Key Decision/ Issues for DEF:	
Action:	Christine McNeil to provide Councillor Channon with Okehampton Primary Pupil Options paper.
Item/Focus: A6 Admissions update – Andrew Brent	
<ul style="list-style-type: none"> ◦ The Government’s intentions should be known shortly. ◦ The number of academies in Devon continues to increase. ◦ I.T. is causing major concerns. Errors in the data management have increased due to the reduction in personnel in the Integrated Solutions team. They are about 3.2 fte short and can’t keep on top of the data coming in. ◦ Councillor Channon will discuss with Rob Parkhouse etc. ◦ Forum – Andrew to bring report to next meeting on errors he has found in the system. 	
Key Decision/ Issues for DEF:	
Action:	Andrew Brent to report on errors to next SOF meeting.
Item/Focus: A7 James Review update – Chris Dyer	
<ul style="list-style-type: none"> ◦ There will be a presentation at the Education Building Officers Group (EBDOG) in Reading on Friday 13 May – Chris Dyer will report back to SOF. ◦ RP said the governing body is the responsible body for VA schools – the law and the James Review are in conflict. The data has to be sent centrally and a central body will look for common threads. He thinks it is undeliverable. ◦ Cllr Channon said the issue re governors is unclear at the moment. 	
Key Decision/ Issues for DEF:	
Action:	Chris Dyer to provide update on James Review to the next SOF.
Item/Focus: A8 Area Review update – Chris Dyer	

- Twenty-six Area Reviews have been completed, leaving five to do in the summer term 2011.
- There will be an Area Review of Special Schools in September 2011.

**Key Decision/
Issues for DEF:**

Action:

Item/Focus: A9 Safety Glazing update – Jon Williams

- RP asked if there is any funding for primary schools this year.
- There may be towards the end of the financial year.
- Letters will be sent to the Principals of academies asking if they wish to buy in.
- Letters will go to schools who are not academies and are not in the DMP.
- Jon Williams reported that lightning risk assessments have been done and they are looking at the results.
- Will do remedial work this year based on highest risk.
- the CYPS Surveys Budget will pay for this.
- John Wilkin is responsible for making sure the lifts in our buildings are compliant and safe to use.
- All lifts are inspected by our insurers – Royal Sun Alliance (RSA).
- If the insurers have been unable to undertake the inspection when they called at the school, Premises Managers should contact RSA to ensure the inspection is done.

**Key Decision/
Issues for DEF:**

Action:

Item/Focus: A10 SEACS Project update – Pauline Warner

- Does Pauline Warner or one of her team meet with PFI schools?
- Councillor Channon said there are simple, practical things that could be done.
- Ray Beale is looking at taking surplus accommodation out of use.
- Councillor Channon suggested talking to School Councils.
- The carbon footprint of schools is about 50% of the DCC total.
- The two put down would need rolling out this year.
- Councillor Channon said we need to break down the silo walls to ensure we are not duplicating the work.
- Richard Power asked if the pilot would be best arranged at a secondary school?
- Kevin Bawn felt we need more clarity.
- Daryll Chapman said 8 of the schools in the LC have got some sort of renewable energy in their schools.
- Pauline Warner will put together a background paper and list of criteria.
- Kevin Bawn – SEACS – feels like less work.

<ul style="list-style-type: none"> ◦ Richard Power – it's all about condition and ministerial direction. 	
Key Decision/ Issues for DEF:	
Action:	Pauline Warner to provide background paper to forward to SOF Phase Association members in advance of next SOF meeting.
Item/Focus: A11 Confirmation of SOF Representatives' contact details – Chris Dyer	
<ul style="list-style-type: none"> ◦ All attending filled in their details on a contacts sheet. 	
Key Decision/ Issues for DEF:	
Action:	
Item/Focus: A12 Any Other Business	
<ul style="list-style-type: none"> ◦ Richard Power mentioned that Alyson Sheldrake, the Diocesan Director of Education, will be leaving this month. Philip Mantell, the new Acting Director, starts on 6 June 2011 and will be attending future SOF meetings. 	
Key Decision/ Issues for DEF:	
Action:	
C. Items for Future Meetings	
	<ul style="list-style-type: none"> ◦
Date of Next Meetings:	
	<ul style="list-style-type: none"> ◦ Tuesday 14 June at 9.30 at Great Moor House ◦ Tuesday 20 September at 9.30 at Great Moor House