

**DONCASTER METROPOLITAN BOROUGH COUNCIL**

**Learning Provision Organisation Board (LPOB)**

**Thursday 9 November 2017 10.30am – 12:00pm**

<b>Present:</b>
School Organisation Service Manager
Education Pupil Place Planning Manager
Programme Manager: School Organisation
DMBC Finance
DMBC Finance
Schools Forum Representative
Head of Planning
Head of Property and Construction Services
Project Management Team, Regeneration & Environment
Special School Representative (Coppice School)
Head Teacher – Maple Medical PRU
Doncaster College
Academy Trust Representative
PVI Sector Childcare Provider
Head of Strategy & Delivery (DCCG)
Children’s Commissioning Lead
School Organisation (minute taker)
School Organisation MA (observer)

<b>1 Welcome / Introductions</b>	<b>Actions</b>
<p>The board were welcomed and there was a round of introductions</p> <p>The meeting was chaired by the School Organisation Service Manager due to the absence of the Assistant Director.</p> <p>Minutes from the last meeting were agreed.</p>	
<b>2 Apologies for Absence</b>	<b>Actions</b>
<p>Assistant Director, Commissioning and Business Development</p> <p>Head of Education</p> <p>Head of Service (SEND)</p> <p>Engagement and Behaviour Support – (Trinity Academy)</p> <p>DMBC Legal Services</p> <p>Virtual School Head</p> <p>Admissions, Attendance and Pupil Welfare Service</p> <p>Head of Service Early Years</p> <p>Participation Development Manager</p>	

Hallam Diocese - RC Diocesan Representative Sheffield Anglican - CE Diocesan Representative Director of Public Health Director of Performance, Quality and Innovation (DCST) Primary School Representative (Conisbrough Ivanhoe Primary) Department for Education (DfE)	
<b>3 Background to Formation of Board: Structure Chart</b>	<b>Actions</b>
The School Organisation Service Manager informed the group that there had been a key change to the structure chart and that LPOB will feed into the newly formed Achieve Theme Board  No comments made	A new structure chart to be circulated the Board
<b>4 Review of Terms of Reference</b>	<b>Actions</b>
No comments were noted regarding the Terms of Reference and it was agreed that these would no longer be regarded as being in draft form but would be reviewed annually.	
<b>5 Review of Membership:</b>	<b>Actions</b>
The Board were asked if they felt any other representatives were required and no recommendations were made.	
<b>6. Draft Organisation of Learning Strategy</b>	<b>Actions</b>
A PowerPoint presentation was presented to the group. It was indicated that the strategy would be reviewed annually with a full review in on a 5 year basis.  The following key dates were highlighted for the Organisation of Learning Strategy.  13/11/17 Directors 28/11/17 Exec Board 12/12/17 Cabinet  The following questions were raised <ul style="list-style-type: none"> <li>Has the introduction of 30 hours free childcare for working parents made a difference to provision?</li> </ul> <p>Response that targets had being hit for September 2017 however, not necessarily in the right geographical areas. It is anticipated that September 2018 will prove more challenging.</p> <ul style="list-style-type: none"> <li>Is the Basic Need capital funding for all schools including</li> </ul>	

<p>academies?</p> <p>Basic need capital funding can be used to create school places wherever a need is identified including academies.</p> <p>It was acknowledged by the board that Partners In Learning should be included within the structure</p>	
<p><b>7 Academies – Current Position</b></p>	<p><b>Actions</b></p>
<p>The School Organisation Service Manager gave an update on the current position regarding schools converting to Academies.</p> <p>A question was raised regarding school pyramids and if they are all geographically based. It was noted that yes they are with the exception of the McAuley pyramid and XP which is an emerging pyramid.</p> <p>The board asked for an update regarding the WCAT academy chain school. The School Organisation Service Manager informed the board that the transfer to other Trusts was only in the early stages and no formal decisions had been made.</p> <p>The following changes were noted since the Board last met:</p> <ul style="list-style-type: none"> <li>• Intake Primary have joined Astrea Academy Trust</li> <li>• Hatchell Wood joined the Rose Learning Trust</li> <li>• Stirling joined Astrea Academy Trust from the 1/11/17 and are now called Atlas Academy</li> <li>• An academy order has been issued in respect of Hooton Pagnell All Saints C of E Primary provisionally for 01/02/18 but this is subject to change</li> <li>• The Special Free school bid was successful and the LA is working with the DfE to identify a site. The closing date for Sponsor bids is 24/11/17</li> <li>• The LA is still waiting for confirmation from the Secretary of State if it's bid for a UTC has been successful or not.</li> </ul>	
<p><b>8 Safeguarding and Access Fund: Guidance</b></p>	<p><b>Actions</b></p>
<p>Declaration of interests were made:</p> <p>The Head of Strategy &amp; Delivery (DCCG) has children who attend Saltersgate schools and his sister is the Head Teacher of Bentley New Village</p> <p>The Schools Forum Representative is the chair of governors at Hexthorpe Primary School</p> <p>The Special School Representative (Coppice School) is the Headteacher at Coppice School</p> <p>The School Organisation Service Manager's wife is the Headteacher at</p>	<p>A list to be drafted of the principles for the Board to apply when considering applications.</p> <p>Board Members to continue to be issued with a summary report for the meetings showing applications.</p> <p>The School Organisation Service Manager to report back to Board with a</p>

<p>Kirk Sandall Junior School</p> <p>None of the above took part in decisions regarding applications noted above.</p> <p>Much discussion took place around the remit of the Board, and whether it was appropriate to discuss each application individually, and if it was more appropriate for the Board to delegate the decision making process to the School Organisation Service. It was reiterated that it was the decision of the Schools Forum that decisions be made by LPOB.</p> <p>It was agreed that it would be useful for the Board to have a set of principles or minimum requirements to apply to applications to speed up the process, with applications that fall outside of these principles to be discussed by LPOB Board Members.</p> <p>The Safeguarding Manager will be consulted regarding future applications to see if any Ofsted issues have been raised that require consideration.</p> <p>The Board discussed at length what constitutes a safeguarding issue as opposed to a security issue. Furthermore it was agreed that schools need to take responsibility for safeguarding within their own budgets and should not be reliant on the Safeguarding and Access money to plug funding gaps.</p> <p>Discussion took place around applications for fencing. It was suggested that fencing of 1.8 metres was deemed sufficient for safeguarding and that applications for fencing above this height should be agreed in principle for schools subject to a new quote being provided at the correct height. Fencing above 2 metres can be subject to the planning process and incur additional costs for the school. It was accepted that certain circumstances may dictate higher levels of fencing in certain areas of the Borough and particular portions of a school site and these were considered for approval.</p> <p>A large number of applications were received for an electronic visitor management system. The Board decided that this was deemed an enhancement rather than a safeguarding issue and that it was inappropriate to fund any of these applications.</p>	<p>summary of how much funding has been committed deferred and spent on applications by category eg fencing.</p> <p>Schools to complete a risk assessment form to support their application.</p>
<p><b>9 Condition Survey Draft Allocations</b></p>	<p><b>Actions</b></p>
<p>A list was provided to the Board detailing schemes in the Capital Condition and Roofing Programme for 2018/19. It was explained that this was an annual process that alters during the year when and if emergency work are identified.</p> <p>It was requested that this list is brought to the next LPOB meeting.</p>	<p>Construction services to provide the updated Capital Condition and Roofing Programme for 2018/19 to the next meeting</p>

<b>10 School Forum (Academy Conversion Process)</b>	<b>Actions</b>
Schools Forum has announced financial support for schools undergoing the academisation process	
<b>11 Inclusion Board – Verbal Update</b>	<b>Actions</b>
Deferred as representative not available to give an update	To take place at next meeting
<b>12 Future Items</b>	<b>Actions</b>
<ul style="list-style-type: none"> <li>• Academy Update</li> <li>• Safeguarding and Access Fund</li> <li>• Development of Local Area Plans to support the Strategy <ul style="list-style-type: none"> <li>• Pyramid Key Data Reports</li> <li>• Pyramid Places Proposals and Action Plans</li> </ul> </li> </ul> <p>Comments invited on future items, no comments were made.</p>	
<b>13 Date and Time of next Meeting:</b>	<b>Actions</b>
24 January 2018 (set post meeting).	A note of Date and Time to be circulated to all colleagues.