

**DONCASTER METROPOLITAN BOROUGH COUNCIL**

**Learning Provision Organisation Board (LPOB)**

**Tuesday 26<sup>th</sup> September 2017 9:00am – 10:30am**

<b>Present:</b>
Assistant Director, Commissioning and Business Development
School Organisation Service Manager
Admissions, Attendance and Pupil Welfare Service
DMBC Legal Services
Head of Service (SEND)
DMBC Finance
DMBC Finance
DMBC Regeneration & Environment, Project Management Team
Special School Representative (Coppice School)
Primary School Representative (Conisbrough Ivanhoe Primary)
Department for Education (DfE)
School Organisation Team (Minutes)
<b>Apologies:</b>
Programme Manager: School Organisation

<b>1. Welcome / Introductions</b>	<b>Actions</b>
The board were welcomed and there was a round of introductions	
<b>2. Introduction and Initial Membership</b>	<b>Actions</b>
Details were presented regarding the Strategy for the Organisation of Learning Provision in Doncaster and how The Learning Provision Organisation Board will impact and drive forward its agenda to improve outcomes for all children in Doncaster. The Board's primary role is to ensure the effective delivery of the LPOB Strategy.	
<b>3. Background to Formation of Board: Structure Chart</b>	<b>Actions</b>
<p>The School Organisation Service Manager presented to the Board 'draft' version of the Learning Provision and Organisation Structure and discussed the value and impact each Board will link into LPOB. A number of amendments and linkages were discussed including:</p> <ul style="list-style-type: none"> <li>• Inclusion and Behaviour Strategy</li> <li>• Education and Skills Board</li> <li>• Primary, Secondary and Special Groups</li> </ul> <p>It was requested that this item to be included on the next agenda for further comment.</p>	To be presented at the next LPOB Meeting

4. Review of 'Draft' Terms of Reference	Actions
<p>The School Organisation Service Manager presented to the Board 'draft' version of the Learning Provision and Organisation Board – Terms of Reference.</p> <p>The LPOB Strategy will be submitted to Cabinet at the end of November 2017. The 5 year Strategy will continue to be revised and will be refreshed after this period to ensure high quality places and improved outcomes for children in Doncaster are achieved. It was confirmed that LPOB will provide challenge and Quality Assurance role.</p> <p>The Board discussed the following amendments to be presented at the next LPOB Meeting:</p> <ul style="list-style-type: none"> <li>• Inclusion of Post 16 and Behaviour Provision</li> <li>• Note required to confirm existing 'Statements of Educational Needs' will only apply until 31<sup>st</sup> March 2018</li> </ul>	<p>To be presented at the next LPOB Meeting</p>
5. Review of 'Draft' Membership:	Actions
<p>The School Organisation Service Manager presented to the Board 'draft' version of the LPOB Membership and requested additional contacts who may attend and bring value and experience to the Board. Recorded and established new contacts are confirmed below:</p> <ul style="list-style-type: none"> <li>• Director of Public Health</li> <li>• Children's Commissioning Manager</li> <li>• Head of Early Years Service</li> <li>• Maple Medical Centre</li> <li>• Representative from Look After Children, Children's Trust</li> <li>• Head of Virtual School</li> </ul> <p>Changes to LPOB Membership as follows:</p> <ul style="list-style-type: none"> <li>• Head of SEND Teaching and Behaviour</li> </ul> <p>It was confirmed that Academy Trust Representatives have been contacted but further contact will be made.</p> <p>The Assistant Director confirmed that if any Board member cannot attend, a suitable deputy must be sent who can continue to make decisions and participate in discussions.</p>	<p>The School Organisation Service Manager to make contact with new potential Board members and feedback to Board</p> <p>LPOB information to be sent to all Academy Trusts requesting feedback and confirmation to LPOB membership</p>
6. Anticipated Work Programme	Actions
<p>It was advised that this agenda will evolve through further meetings to look at current and future work areas associated to the Board.</p>	
7. Progress on Draft Organisation of Learning Strategy	Actions
<p>A presentation was delivered on the current position of the Strategy for the Organisation of Learning Provision – A Learning Landscape for Doncaster as produced by the Programme Manager: School Organisation. This was opened to</p>	<p>Invites to be forwarded for consultation at</p>

<p>the Board for initial comments and feedback.</p> <p>Consultation and Engagement: It is confirmed both the Special Heads Forum (on 12<sup>th</sup> Oct 17) and Parents &amp; Carers Forum would enable an opportunity to consult on the Strategy within these groups in addition to others identified through the presentation.</p>	<p>these groups</p>
<p><b>8. Academies – Current Position: Number and Types of School / Academy, Trust Types</b></p>	<p><b>Actions</b></p>
<p>A current list of all Sponsor Trusts and Schools within Doncaster was presented to the Board which will be updated and distributed at each LPOB meeting</p>	
<p><b>9. Safeguarding and Access Fund: Guidance</b></p>	<p><b>Actions</b></p>
<p>The School Organisation Service Manager supplied and presented details to the Board of the Safeguarding and Access Fund which is currently in process for all Schools, Academies, PRU's and Learning Centres to make an application to access this grant.</p> <p>It was confirmed that LPOB will be responsible to assess all applications and allocate funds fairly in response to need.</p>	<p>Further detail / first round of applications to be provided at the next LPOB Meeting.</p>
<p><b>10. Future Agendas</b></p>	<p><b>Actions</b></p>
<p>It was confirmed that the following agenda items are to be recorded for the next LPOB Meeting:</p> <ul style="list-style-type: none"> <li>• Items as highlighted / action points from this meeting</li> <li>• Strategy for the Organisation of Learning Provision</li> <li>• Safeguarding &amp; Access Applications &amp; Bids</li> <li>• School Designations</li> <li>• School Forum (Academy Conversion Process)</li> <li>• Inclusion Board Progress</li> </ul> <p>Future agendas will become more generic and other points for discussion are welcomed from the Board</p>	<p>All requests for discussion to be placed on the next agenda</p>
<p><b>11. Date and Time of next Meeting:</b></p>	<p><b>Actions</b></p>
<p>The next LPOB Meeting was due to take place on 23<sup>rd</sup> November 2017 but it was identified it was the same date as School's Conference which would limit attendance from these groups. Therefore an alternative date and time will be arranged and distributed accordingly,</p> <p>The Assistant Director proposed that future LPOB Meetings are held at schools / education establishments – venues to be identified.</p>	<p>Details to be arranged and distributed when available.</p>