
NORTH YORKSHIRE COUNTY COUNCIL**LOCALITY BOARD: Craven****DATE & TIME: Thursday 25 February 2020 at 9.15 am****VENUE: Via Teams****MINUTES OF THE MEETING**

Item	Detail	Action
1. Attendance / Apologies / Introductions	<p>Jane le Sage (Assistant Director, Inclusion) Rebekah Taylor, Principal Adviser, School Improvement Cerys Townend, Inclusion Manager, Craven Area Helen Williams, Executive Principal, The Skipton Academy (Chair) Emma Flockton, Headteacher, Otley Street Nursery Stuart Anslow, Headteacher, Water Street CP Fiona Prest, Headteacher, Embsay CE Jonelle Yeoman, Headteacher, Greatwood CP Sue Marshall, Headteacher, Cowling CP Fran Cracknell, Headteacher, Brooklands School Lindsey Johnson, Principal, Craven College Gareth Whitaker, Settle College (Vice-Chair) Carol Robertson, Headteacher, Craven PRS Jo, Headteacher, Ingleton School Mandy Lambert, Clerk</p> <p>Apologies for Absence: Amanda Newbold, Assistant Director (Education & Skills) Tracy Swinburne, Principal Adviser (School Improvement) Anita Lall, Vice Principal, Craven College</p>	
2. Elect a Vice-Chair	<p>Gareth Whitaker agreed to take the role of Vice-Chair. The LA agreed to look at the terms of reference for the Board and current membership. Interest from the UWPF had been received.</p>	
3. Minutes	<p><i>Circulated: The minutes of the meeting held on 26 January 2021</i> CYPSinfo. – The intention is that each Locality Board has a locked-down page on CYPSinfo that can be accessed by the education leaders within the Craven area. This is where all the information around the Board will be placed. This is work in progress and be shared with the Board when ready.</p> <p>Further information will be sent to the Board as follows:</p> <ul style="list-style-type: none">➤ Terms of Reference➤ Conflict of Interest Policy➤ Funding Regulations➤ Template for the spend of the 2020 / 21 budget	
4. Action Plan	<p>CT had drawn up a draft action plan with priorities previously discussed and agreed at the last meeting.</p> <p>Colleagues had attended the free Wellbeing training. The LA could deliver the DfE/Inclusion training as a package. The courses could be re-run should this be required. The LA is looking at increasing the offer to schools through the grant. The action plan to be forwarded to Board members for their consideration.</p>	CT
5. Transition Project – Secondary Update	<p>GW explained the three questions posed to the secondary schools.</p> <ul style="list-style-type: none">➤ Shared date for transition – unanimous across all schools but for 2022. Half the schools would be happy to for 2021.➤ Streamline data collection – further discussion required especially around SEND students. One to one discussions still	

	<p>required.</p> <p>➤ Generic transition work – suggest work is completed at home and not within the school setting.</p> <p>GW to discuss with the Craven Secondary Headteachers meeting and then back to the working party.</p>	GW
6. Funding Protocols 2020-21 NYCC Decision	<p>JleS explained the Government funding rules around carry over. The Board may want to consider that any applications that are absolutely spending in 2021 / 22 is not eligible for the 2020 / 21 funding. There will be no retrospective spend. It was suggested that when making proposals think about 0-25 priorities and that it is public money and any submissions would need to be evidenced around impact and outcomes – this would need to be built into the funding expectation. Consideration to be given to looking at building some bids into the 2021 / 22 funding. The LA will try to be as flexible as possible. HW and JleS to discuss further.</p>	HW / JleS
7. Applications Assessment	<p>The Chair suggested discussing the principles of the applications and then reconvene as a smaller group to discuss individual applications using a scoring system.</p> <p>The applications requiring a licence to be considered as soon as possible and submitted to the LA.</p> <p>Working groups to be arranged to consider the applications.</p>	Clerk
8. Compass Buzz	<p>Compass Buzz will continue in some form. This is being considered further by the Local Authority and once the process has been completed schools will be informed. This has been hugely successful.</p>	
9. Other Business	<p>To Consider any Other Business</p> <p>There was no further business to note.</p>	
10. Meeting Dates	<p>To Agree the Dates of Future Meetings</p>	

ACTIONS:	
<ul style="list-style-type: none"> ➤ Action Plan to be forwarded to Board members. ➤ Discussion with Craven secondary headteachers around transition work. ➤ Funding protocols discussion. ➤ Working groups to be set up to discuss funding bids. 	<p>CT GW HW/JleS Clerk</p>

<p>MEMBERSHIP (circulation): Helen Williams, Executive Principal, The Skipton Academy (Chair) Emma Flockton, Headteacher, Otley Street Nursery Stuart Anslow, Headteacher, Water Street CP Fiona Prest, Headteacher, Embsay CE Jonelle Yeoman, Headteacher, Greatwood CP Sue Marshall, Headteacher, Cowling CP Fran Cracknell, Headteacher, Brooklands School Lindsey Johnson, Principal, Craven College Carol Robertson, Headteacher, Craven PRS Gareth Whitaker, Headteacher, Settle College (Vice-Chair)</p> <p>Copies for Information: Director (CYPS) – Stuart Carlton Assistant Director (Education & Skills) – Amanda Newbold Assistant Director (Inclusion) – Jane-le-Sage Assistant Director (Strategic Resources) – Howard Emmett Head of HR (CYPS) – Penny Yeadon Inclusion Manager (Craven Area) – Cerys Townend Clerk – Mandy Lambert</p>
