

Phil Norrey
Chief Executive

To: The Chairman and Members of
the Devon Education Forum

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

(See below)

Your ref :
Our ref :

Date : 6 January 2017
Please ask for : Fiona Rutley 01392 382305

Email: fiona.rutley@devon.gov.uk

DEVON EDUCATION FORUM

Monday, 16th January, 2017

A meeting of the Devon Education Forum is to be held on the above date at 10.00 am in the Committee Suite - County Hall to consider the following matters.

P NORREY
Chief Executive

***The meeting will be followed by a light buffet lunch.
It would be helpful if members were to confirm their attendance***

A G E N D A

- 8 Finance Update (Pages 1 - 8)
Joint report of the Chief Officer for Children's Services and County Treasurer
(DEF/17/01)
- 12 Standing (and other) Groups (Pages 9 - 20)
To review action for the Forum from its groups and to receive minutes:-
- (a) Standing Groups
- (i) Schools' Finance Group
- Minutes of the meeting held on 4 January 2017
- Also available at
<https://new.devon.gov.uk/educationandfamilies/school-information/devon-education-forum/schools-finance-group>
- (ii) School Organisation, Capital and Admissions Forum

Minutes of the meeting held on 10 January 2017

Also available at

<https://new.devon.gov.uk/educationandfamilies/school-information/devon-education-forum/school-organisation-capital-and-admissions-group-soca>

(b) Schools Funding Challenges Task & Finish Group

Head of Education & Learning to report.

VOTING (see below)

FAILED AMENDMENTS AND VOTING FIGURES MAY BE RECORDED WHERE REQUESTED BY AN ASSOCIATION OR SINGLE MEMBER REPRESENTATIVE (for contentious issues)

Voting Representatives are Schools, Academies and Non-Schools Members, excepting Regulations restrict the voting arrangements by only allowing Schools and Academy members and the PVI private, voluntary and independent sector early years to vote on the funding formula. Additionally for de-delegation matters only the relevant maintained schools members may vote (primary and secondary, vote by phase). In relation to the scheme for financing schools all maintained schools members may vote (all phases).

Coloured voting cards for restricted voting:-
Schools members (maintained) primary - gold
Schools members (maintained) secondary - beige
Academies (mainstream and alternative provision) - blue
Special Schools, Nursery Schools – pink
PVI - orange

FORMAL OBSERVERS, ATTENDEES AND ANY SUBSTITUTE MEMBER ATTENDING IN ADDITION TO THEIR RESPECTIVE FULL MEMBER ARE EXEMPT FROM VOTING

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

The Devon Education Forum web is www.devon.gov.uk/schoolsforum
The proceedings of this meeting may be recorded for broadcasting live on the internet via the Devon Education Forum's website. The whole of the meeting may be broadcast apart from any confidential items which may need to be considered in the absence of the press and public.

For information on travelling to County Hall please see <http://www.devon.gov.uk/travelling-to-countyhall.htm>

FINANCE UPDATE

REPORT OF THE COUNY TREASURER AND CHIEF OFFICER FOR CHILDREN'S SERVICES

Recommendations

It is recommended that DEF:

- a) Note the Dedicated Schools Grant (DSG) 2017-18 announcement on 20th December 2016 as set out in sections 1
All to note
- b) Note the Schools Block, High Needs Block and Early Years funding for 2017-18 as set out in section 2 to 4
All to note
- c) Schools Forum is asked to approve funding for these statutory retained services as set out in section 5
All to vote
- d) Note the Apprenticeship Levy and Other Schools Grants for 2017-18 as set out in sections 6 & 7.
All to note
- e) Note month 8 DSG monitoring position as set out in section 8
All to note

Dedicated Schools Grant 2017/18: Budget Planning

1. Introduction

On the 20th December 2016 the Education Funding Agency announced the Schools Funding allocations for 2017/18.

There are no significant changes in approach from 2016/17, although the per pupil funding rate has been increased by £3.89 (as announced in July 2016) to take account the realignment of the baselines ahead of the National Funding Formula and Retained ESG duties.

The notional blocks are set out in Table 1 below. Note that the final allocations will be adjusted through the year for recoupment academies and the updated early year's census. Individual maintained school budget allocations will be confirmed by 28th February 2017 following ratification by the EFA; Academies will receive their notifications directly from the EFA

Agenda Item 8

Table 1: Notional Block Allocation at 20th December 2016

	Per pupil funding rate	No of pupils	2017/18 Allocation £m	2016/17 Final Allocation £m
DSG Schools Block				
Schools budgets, including Academies	£4,349.62	89,340	388.595	382.707
Induction for Newly Qualified Teachers			0	0.128
Notional Block Total			388.595	382.835

	Per pupil funding rate	No of pupils	2017/18 Allocation £m	2016/17 Final Allocation £m
Early Years Block				
3 & 4 year olds	£2,451.00	10338.61	25.340	22.403
3 & 4 year olds additional 15hrs	£2,451.00	2273.6	5.573	0
2 year olds	£2,964.00	1715.06	5.083	4.299
Maintained Nursery School				
Supplementary Funding			0.117	0
Disability Access Fund			0.129	0
Early Years Pupil Premium			0.304	0.425
			36.546	27.127

	2017/18 Allocation £m	2016/17 Final Allocation £m
High Needs Block		
Baseline allocation	63.481	60.395
Deduction for direct funding of high needs places by EFA	(6.174)	(4.718)
	57.307	55.677

Total DSG settlement	482.448	465.639
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2. Schools Block

The Dedicated Schools Block allocation for 2017/18 is £388.6m, which is an additional funding of £5.76m from 2016/17. As mentioned above this is in part due to the rise in per pupil funding as the authority has seen a rise in pupil numbers, mainly within the primary sector.

With consideration of the revised local formula factors per the new underlying data the schools block has additional funding available to meet the High Needs Pressures without affecting growth and inflation.

The consultation back in October highlighted there was a need to transfer £55 per pupil funding from Schools Block to High Needs Block to recognise budget pressures for High Needs. Due to work undertaken by the Task Group along with work with the budget holders a paper will be presented to Cabinet on 11th January 2017 recommending that Cabinet approve the transfer of £2.22 millions funding from Individual Schools Budgets to the High Needs budget. This being a reduction in the Age Weighted Pupil Unit (AWPU) of £33.

162 schools will receive Minimum Funding Guarantee (MFG); this compares to 76 in 2016/17 although note that 51 of these receive MFG of less than £3,000 (or in other words, less than one pupil's worth of AWPU)

3. High Needs Block

The EFA has identified an additional £130m nationally for high needs funding, and Devon's share of this is £1.5m. The high needs block is under considerable budgetary pressure in 2016-17, and before any management action or identification of savings the total additional budget requirement for 2017/18 is £4.721m.

At the time of writing, using the latest information available, it is expected that High Needs will be overspent at outturn for 2016/17 by £4.3 millions.

Within the EFA Schools Funding allocations announced on the 20th December 2016 for 2017/18 the High Needs block has increase by £1.514 millions (£514,000 more than anticipated).

When further plans to contain spending are taken into account, the Officers' recommendation to Cabinet on 11 January 2017 indicate that a permanent injection of £2.22 millions is needed in the 2017/18 budget to bring the expected deficit down to zero by outturn 2018/19 – i.e. to pay back the expected carried forward overspend over the next 2 years.

This is lower than the limit figure of "up to £4.5 million" proposed to DEF which translated to a reduction of £55 in the Age Weighted Pupil Unit (AWPU). The transfer of £2.22 millions translates to £33 reduction in AWPU.

A verbal update to the Cabinet decision will be given at Devon Education Forum.

4. Early Years Block

A new early years national funding formula for 3 and 4 year olds was announced on 1 December 2016 after consulting nationally through April and June 2016.

The new formula allocates funding to local authorities for the existing 15-hour entitlement for all 3 and 4 year olds and the additional 15 hours for 3 and 4 year old children of eligible working parents. The funding rates for both entitlements are the same.

Funding in 2017-18 for the additional 15-hour entitlement (the 30 hour childcare policy) is for part of the financial year, reflecting the fact that this policy begins in September 2017.

From April 2017 Devon will be funded £4.30 per hour for 3 and 4 year olds (national average of £4.78) and £5.20 for 2 year olds (national average of £5.39).

Agenda Item 8

As a result of the current increase to the funding, the authority seek agreement to the following proposals

- increase the hourly provider rate for 3 and 4 year olds from April 2017 to £3.98 and when the 30 hour entitlement commences in September 2017
- increase the hourly provider rate for 2 year olds from April 2017 to £4.90

5. Education Services Grant

In the 2015 spending review, savings of £600m from the ESG general funding rate by 2019-20 were announced. This will now be removed in one stage, from September 2017 with the local authority receiving transitional ESG funding from April – August 2017.

The ESG transitional grant funding rate for local authorities is set at a financial year rate of £66 per pupil in mainstream schools, £280.50 per place in special schools and £247.50 per place in pupil referral units (PRUs). As the grant is for the period April to August 2017, the rates to be paid are 5/12ths of the financial year amount – £27.50 per pupil, £116.88 per place and £103.13 per place respectively.

From 2017-18 funding previously allocated for ESG retained duties (equivalent to £15 per pupil) will be included within the schools block. The authority shall top-slice the £15 per pupil for maintained schools to cover the statutory duties by the local authority.

The new arrangements mean that schools forum needs to approve the retention of schools block funding for these duties funded by ESG Retained duties rate.

The LA has experienced considerable reduction in funding (nearly 40% in real terms) and has made £174m savings over the last 5 years. We will have to find at least a further £86m over the next 4 years.

5.1 Recommendation

Schools Forum is asked to approve funding for these statutory ESG retained services
All to vote

6. Apprenticeship Levy

The Apprenticeship Levy was announced in the Summer Budget 2015 and the Autumn Statement 2015. The announcement stated it would come into effect in April 2017. The Government are promoting the creation of apprenticeships in organisations of 250+ employees where a 0.5% levy is to be taken from these organisations' payroll bill.

Maintained Schools will form part of the local authority category and therefore will be required to fund their proportion of the total payroll bill and calculated using NOR. This will also mean that Multi-Academy Trusts will be liable for the levy.

A separate item on the DEF agenda DEF/17/04 will provide more detail on the levy.

7. Other Schools Grants

Pupil Premium

The funding rates for Pupil Premium remain the same as for 2016-17 and the illustrative budget is as per 2016-17. Allocations for 2017-18 are expected to be announced by the EFA in June 2017.

Universal Infant Free School Meals (UIFSM) Grant

The grant for universal infant free school meals (UIFSM) continues at a meal rate of £2.30 for the 2017 to 2018 academic year. We will be notified of further details by the EFA in the new year. The illustrative budget is based on the latest available data for 2016-17.

PE & Sports Grant

No change is expected for 2017-18. The illustrative budget is based on the latest available data for 2016-17.

School Improvement monitoring and Brokering Grant

This was announced on 30 November 2016. This grant of £30 million (pro rata of £50 million per annum) will be allocated to local authorities from September 2017. Local authorities will receive an allocation of at least £1,800 per the number of maintained schools in their authority as at September 2017, subject to a total minimum allocation of £50,000 for each authority.

8. Month 8 DSG budget monitoring position

- 8.1** Since completion of the month 8 report the DSG settlement has been received and it is clear that we will not receive any uplift to the High Needs that already received for 2016-17. The Month 8 report included an additional £1m uplift which we will now not be receiving and therefore outturn forecast will be £4.3m as opposed to the £3.3m reported at that time. For clarity the following section has been amended to reflect accordingly.
- 8.2** The Month 8 forecast for the DSG is an overspend of £924,000. DEF and Cabinet have approved the £29.13m in carry forward from 2015/16 (£21.2m of which is schools balances) and has been included as budget for 2016-17.

Table 2: Summary of Month 8 forecast position and major variations:

Education and Learning (DSG)							
	Final Approved Net Budget £'000	Mth 8 Net Spend £'000	Forecast at Mth 8 £'000	Variance before MA £'000	Mgt Action £'000	Variance after MA £'000	Movement from previous month £'000
Schools delegated budget	262,306	165,888	262,302	(4)		(4)	0
DSG and School funding	(335,957)	(227,909)	(335,669)	288		288	0
De-delegated budgets	5,812	2,914	4,814	(998)		(998)	(56)
Total DSG/delegated budgets	(67,839)	(59,107)	(68,553)	(714)	0	(714)	(56)
Central Provision within Schools Budget	6,555	2,195	4,649	(1,906)		(1,906)	(226)
High Needs Funding	60,600	40,649	64,918	4,318		4,318	(404)
Early Years & Childcare Services	29,810	18,749	29,036	(774)		(774)	3
Total DSG central budgets	96,965	61,593	98,603	1,638	0	1,638	(627)
Overall Net DSG budget	29,126	2,486	30,050	924	0	924	(683)

8.3 Schools and de-delegated budgets

The DSG schools block budget is based upon pupil numbers as at the October 2015 census. It also includes the Pupil Premium Grant and will include adjustments to the budgets in year to reflect Academy Recoupment. Based on final pupil numbers and High Needs Place adjustments, the DSG allocation including 2 year old funding for 2016/17 is £335.96m

Agenda Item 8

De-delegated budgets are forecasting an under spend of £998,000 due to anticipated savings against a range of services; however, this does include rates rebates of £528,000. This is offset in part by a projected reduction in the Early Years funding at the January 2017 census of £288,000.

8.4 Central Provision within Schools

The issue of providing revenue funding for “basic need” growth and diseconomy costs of new schools is well rehearsed. A ring-fenced carry forward to 2017/18 of £1.67m in respect of projected growth over the next few years, explains the forecast under spend.

The remaining central provision budgets are currently projecting to have an under spend of £232,000, of which £90,000 relates to MFEP funding now sitting under the Central block (previously reported under High Needs)

8.5 Early Years

A projected underspend of £774,000 for outturn is due to unallocated budget (savings) against 3 and 4 year old provider payments plus a reduction in payments of £305,000 for 2gether funding through a decrease in numbers per the latest DWP data.

The carry forwards from 2015/16 of £286,000 have been allocated as agreed previously. However, the carried forward for delay in 2 year reduction is no longer required and budget was vired to the High Needs block as part of Management action to help offset significant funding pressures

8.6 High Needs

Table 3 shows the High Needs budget is currently forecasting to over spend at year end by £4.32m for 2016/17. It is likely this adverse variance will need to be carried forward in to 2017/18.

Despite management action of £1.9m (included in forecasts above), the growing demand on services continues to exceed the funding allocated. The main factors behind the increased costs are:

- High cost placements in the independent sector
- Expansion of the Maintained Special schools to meet demand
- Increasing costs and numbers of personalised education packages, EHCPs and MyPlans
- Increased exclusions
- Demand for Medical AP and independent hospital placements

Table 3: Summary of High Needs budgets and forecast position as at Month 8

Activity Description	Base budget 2016/17 after recoupment	C/fwd from 15/16	Revised Net budget at month 8	Forecast spend at outturn	Current Month Variance	Movement from Previous Month
Alternative Provision incl Hospital school	1,922	130	2,052	2,514	462	233
LDP Inclusion & Safeguarding	3,267	7	3,274	3,180	(94)	(59)
Nursery Plus	1,164	15	1,179	1,163	(16)	0
SEN Mainstream	11,383	892	12,275	11,751	(524)	202
SEN Services	1,219	0	1,219	1,219	0	0
Independent Sp.Schools & Recoupment	12,343	0	12,343	14,588	2,245	(754)
Decrease in Assumed Additional Uplift	0	0	0	1,000	1,000	1,000
Maintained Special Schools	23,422	1,897	25,319	26,400	1,081	(26)
Early Help	236	231	467	467	0	0
MFEP	0	0	0	0	0	0
Support Centres and PSPs	2,172	300	2,472	2,636	164	0
TOTAL	57,128	3,472	60,600	64,918	4,318	(158)

8.7 Carry Forward decisions

Carry forward decisions would not normally be dealt with until much later, but in this instance, it is recommended that a proposal is taken to DEF at its meeting on 15th March, by early March the outturn position will be far more certain than at present

The carry forward of a deficit in the Central Expenditure element of DSG can be proposed by the Local Authority but is decided by the Schools Forum (DEF). If it is not approved it can be adjudicated by the Secretary of State.

In previous years, a decision by DEF has not been needed as the Central Expenditure element has been in overall surplus.

8.8 Recommendation

Schools Forum is asked to note the update as set out in section 10 above

All to note

MARY DAVIS
County Treasurer

JO OLSSON
Chief Officer for Children's Services

Please ask for: Julian Dinnicombe
Julian.dinnicombe@devon.gov.uk

SCHOOLS FINANCE GROUP Notes of meeting on 4 January 2017 at Larkbeare House

		Attendance		
		4/1/17	5/10/16	6/7/16
DCC				
Nicola Allen	Assistant County Treasurer	✓		
John Holme	Assistant County Treasurer (People)	-	✓	✓
Julian Dinnicombe	Head Accountant (Education & Learning)	✓	✓	Apologies
Adrian Fox	Senior Accountant (Schools)	✓	✓	✓
Heidi Watson-Jones	Service Support Officer (Education)	✓	✓	✓
DAPH				
Jonathan Bishop	Broadclyst Primary	Apologies	✓	Apologies
Alun Dobson	Marwood Primary	✓	✓	✓
Jamie Stone	Denbury Primary	✓	✓	✓
Paul Walker	Sidmouth Primary	✓	✓	✓
DASH				
Daryll Chapman	Okehampton College	✓	✓	Apologies
David Fitzsimmons	Holsworthy Community College	Apologies	✓	✓
Lorraine Heath	Uffculme College	✓	Apologies	✓
Matthew Shanks	Coombeshead Academy	✓	Apologies	✓
SHAD				
Keith Bennett	Marland School	✓	✓	✓
Jacqui Warne	Learn to Live Federation		✓	✓
DAG				
Faith Butler	Special	✓	✓	✓
Malcolm Dobbins	Primary	✓	✓	Apologies
Jill Larcombe	Secondary	✓	✓	✓
EY Providers				
Gemma Rolstone	Early Years – PVI (Puffins Childcare)	✓	✓	✓
In Attendance				
Dawn Stabb	Head of Education & Learning	✓		
Julia Foster	Strategy Lead – SEND 0-25	✓		
Claire Rockcliffe	Lead – Early Years	✓		
Marie Stone	Finance Officer – Early Years	✓		

1. Item/Focus: Minutes and Matters Arising from meeting on 5 October 2016

Discussion:

- Letters have been sent to all secondary schools from Schools Company regarding removing eligible children from roll in advance of the January census.
- Confirmed that alternative uses of childcare funding linked to transport and travel time.
- Fairer Funding campaign – letters had been sent to all local MPs. Proposed meeting with SW MPs delayed until after close of the National Funding Formula consultation period.

Key Decision/ Minutes were agreed as an accurate record.

Issues for DEF:

Action: HWJ to re-circulate papers and briefing notes relating to Fairer Funding campaign.

2. Item/Focus: DSG Monitoring – month 8

Agenda Item 12

Discussion: <ul style="list-style-type: none"> • All Carry Forwards from 15/16 now approved through Cabinet. • £4.32m pressure remains until 17/18 budget announced and uplift confirmed. • Considered Alternative Provision and Hospital School where Devon has funded placements previously assumed to be covered by other LAs. Noted that the cost increase is less than expected. Noted AP budget assumptions have been based on profile of permanent exclusions. • Considered post 16 placements which are jointly funded through adult services. • New protocol in place to ensure other services, including Adults, Social Care and Health are more closely involved in the placement process. Ongoing concern that medical and health needs continue to be funded through school budgets. • Noted that an error around the treatment of the length of package led to a significant increase in costs between months 5 and 8. • Discussed funding for the forthcoming PSP conference. Noted that the focus for the day will be on consolidating learning for the future. Consultant support for this area of work will continue until end March 2017. 	
Key Decision/ Issues for DEF:	Report noted.
Action:	
3. Item/Focus: Early Years National Funding Formula	
Discussion: <ul style="list-style-type: none"> • Noted DfE consultation on a National Funding Formula for Early Years. Devon will receive £4.30 per hour from 2017/18, and is proposing to increase the rate paid to providers to £3.98. • The group considered the removal of a lump sum payment, regarding settings with higher qualified staff. Understood that the EY funding task group had previously agreed to phase out the lump sum payment; MS to check. • 30 hour entitlement to begin in September 2017 and there are concerns regarding the short timescale if proposals were to change before then. Concerns were raised about the long term sustainability for providers with the proposed increase in hourly funding. • Noted that central costs in Devon are already below the expected national minimum. • Discussed a further modelling exercise. 	
Key Decision/ Issues for DEF:	Proposed that DEF recommends: <ul style="list-style-type: none"> • Increase in hourly provider rate for 3 and 4 year olds to £3.98 from April 17, and when 30 hour entitlement commences in September 17. • Increase in hourly provider rate for 2 year olds to £4.90 from April 17.
Action:	<ul style="list-style-type: none"> • Marie Stone to check decision of Early Years funding task group regarding phasing out of the lump sum. • MS to look at further modelling with a view to a refreshed consultation with EY settings.
4. Item/Focus: Financial Planning 2017/18	
Discussion: <ul style="list-style-type: none"> • Cabinet to discuss DSG and HNB funding transfer on 11/1. £2.22m transfer proposed from Schools Block to HNB equating to a permanent £33 reduction per pupil to schools. Clarity was sought on whether this would be decided at Cabinet or recommended to Full Council on 16/2. • Considered consequences of the funding transfer resulting in additional schools falling into Minimum Funding Guarantee, a position which was regretted by the Phase Associations. Noted that extensive modelling has taken place in a short space of time to identify an optimum proposal. • Mindful that following the consultation, the LA may not be permitted to action further transfers of funding out of the Schools Block in the future, and an adequate measure needs to be put in place now to support High Needs. • Carry forward decisions for 16/17 will be brought to DEF for consideration in March. LA needs agreement of Schools' Forum for a deficit carry forward; which may be taken to Sec of State if 	

not approved locally. It is an LA decision to agree a change to AWPU; although Cabinet will take DEF recommendation into consideration.

- Considered Early Years Block funding contribution, and acknowledged that funding constraints are also present within the EY sector, but that projected savings from the implementation of the 2 year old provision are to be diverted to ease the HNB pressures.
- The group considered whether it would be profitable to model a split between primary and secondary Schools Block.
- Discussed the contribution of other agencies, particularly Health, towards the HNB pressures, recognising that many ISP placements are made as a result of the complex needs of the individual. Mindful of measures already in place to reduce ongoing costs through SEND 0-25.
- Phase Associations were very concerned that the presentation of the Cabinet report proposals might not fully reflect the serious longer term implications of schools' funding reductions as a result of a range of factors including NFF, NLW and NI contributions, Apprenticeship Levy. There were concerns that local Members might not fully appreciate the implications of the funding pressures; noted that no responses had been received from Members following a letter sent to Cabinet from DAPH Executive(8.11.16).
- Considered the impact of the reduced school budgets on future FIPS submissions.
- **NA** reiterated that the proposed transfer would equate to a reduction of AWPU, until the end of 18/19 by which time it is expected that the deficit will be fully recouped, which would be base-lined within the new National Funding Formula. Mindful that High Needs Funding spend needs to be accurately reflected now before base-line budgets are calculated from 2018/19 new funding arrangements.
- The group recognised that Devon LA has historically strived to passport as much funding as possible directly to schools and are sympathetic to the schools' strong objection to this proposed transfer.
- SFG considered how the Local Authority could determine not to try to balance an un-balanceable budget and refer the proposed deficit back to the DfE on the basis that national policy change has resulted in an unaffordable model which the LA is legally bound to implement. Noted that the HNB pressures include non-statutory SEN funding allocations to schools.
- The group discussed that schools block should be in the strongest financial position possible in time for a baseline to be calculated in readiness for the NFF. From 18/19, high needs will be within the remit of the Local Authority, and budgetary pressures separated from the mainstream DSG.
- SFG members were extremely concerned that the strength of view from the mainstream school sector would not be accurately reflected at Cabinet, and considered options for making a representation at the meeting, clearly highlighting the seriousness of the impact of this recommendation on schools.
- There was discussion around the possible continuing pressures on the High Needs Block, and possible use of the Growth Fund. It was noted that wherever possible, should circumstances allow, a reimbursement to schools towards the AWPU reduction will be made.
- SFG discussed the possibility of carrying forward the full projected deficit at the end of 17/18, and addressing options during 18/19 when NFF baselines will be set and a clearer picture of future funding patterns is available. Finance Officers felt that a delay would exacerbate the long term DSG financial situation.
- Clarified that this would be a Cabinet decision, with a possibility for Call-in following the meeting which could result in consideration at Scrutiny. This would delay a ratified APT submission to after the DfE Deadline of 20 January.

Key Decision/ Issues for DEF:	After extensive debate, schools representatives were unanimous in their rejection of the proposed transfer of funding from the Schools Block to support High Needs Block funding pressures. The group concluded that there is insufficient funding within the DSG to adequately address need.
Action:	AF to clarify whether DSG provision will be required in future relating to Early Years / Nursery growth.

5. Item/Focus: Growth Policy

Discussion:

- A newly developed all-through school is experiencing pressures within the secondary school as

Agenda Item 12

<p>expected pupil growth is not being realised.</p> <ul style="list-style-type: none"> • It is proposed that the criteria are amended to reflect allocation of top up funding up to 150 pupils. • It was suggested that as an academy within a MAT there should be scope to align resources and infrastructure across the trust to address initial difficulties. • It was felt that the school could approach the EFA for loan arrangements. • Further investigation into where the shortfall lies; in provision of a balanced curriculum or to meet a shortfall in the running costs of a partly vacant building. • Further clarification around the minimum funding requirement is required. 	
Key Decision/Issues for DEF:	
Action:	AF to investigate funding and costs further, for discussion and decision at March SFG.
6. Item/Focus: Mutual Fund Board and Appeals	
<p>Discussion:</p> <ul style="list-style-type: none"> • Agreed to maintain premium levels for 17/18, with ongoing payment of 50% with the remainder paid to schools at year end when the available balance is confirmed. • Considered whether the joining fee, introduced from April 2015, might be a deterrent to larger schools wishing to join. • Appeals had been received from Tavistock College relating to phased return of staff off sick. Both claims rejected as the claims did not fall within the remit of the Mutual Fund regulations as the qualifying period of 20 days full time sick leave had not been met. 	
Key Decision/Issues for DEF:	
Action:	AF to respond to Tavistock College.
7. Item/Focus: National Funding Formula Consultation	
<p>Discussion:</p> <ul style="list-style-type: none"> • National Funding Formula consultation due to close on 22 March 2017. • Noted that during Phase One consultation, a SFG task group considered responses to draft a DEF and LA response and to provide schools with a template response which they could submit. • HWJ to convene a task group involving Finance Officers and Paul Walker, Darryl Chapman, Lorraine Heath, and Alun Dobson or Jamie Stone • Discussed the F40 position and impact of the Fairer Funding on Devon as a below-average funded authority. 	
Key Decision/Issues for DEF:	
Action:	HWJ to convene SFG task group to consider consultation response.

Next meeting: Wednesday 1 March 2017 from 9.15am at Larkbeare (Exe)

SCHOOLS ORGANISATION, CAPITAL AND ADMISSIONS GROUP

10 January 2017

ISSUES FOR DEF ON 16 JANUARY 2017

Item 4.	<p>Proposed Admission Arrangements 2018-19</p> <p>Delayed Entry to school for summer-born children</p> <p>DEF to note that parents currently have a right to request delayed entry to reception but that from 2018-19 the Local Authority practice will be to encourage parents to discuss plans and options with the headteacher on a case by case basis. This reverts to practice prior to 2015/16.</p>
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SCHOOLS ORGANISATION, CAPITAL AND ADMISSIONS GROUP

Notes of meeting on 10 January 2017 at Larkbeare

		Attendance		
		10/2/17	27/9/16	7/6/16
DCC				
Chris Dyer (Chair)	Head of Built Environments	✓	✓	✓
Andrew Brent	Policy Officer	✓	✓	✓
Fran Butler	EY Childcare Sufficiency Lead	Apologies	✓	✓
Christine McNeil	School Organisation Policy Manager	✓	✓	Apologies
Heidi Watson-Jones	Service Support Officer (Education)	✓	✓	✓
DAPH				
Hilary Priest	The Grove Primary	✓	✓	-
Jonathan Bishop	Broadclyst Primary	-	-	Apologies
Caroline Boother	Hatherleigh Primary	✓	Apologies	Apologies
Alun Dobson	Marwood Primary	✓	✓	Apologies
Jan Reid	Yeo Valley Primary	✓	✓	✓
DASH				
Daryll Chapman	Okehampton College	Apologies	✓	Apologies
Paul Cornish	Newton Abbot College	✓	✓	-
Rob Haring	Ivybridge Community College	Apologies		✓
SHAD				
Bronwen Caschere	Southbrook School	-	✓	Apologies
Karen Rogers	Lampard School	✓	-	-
DAG				
Ian Rogers	Secondary		✓	✓
David Treharne	Primary	-	-	✓
Diocesan Representatives				
Mary Cox	Plymouth CAST	Apologies	✓	-
Christina Mabin	Exeter Anglican Diocese (Admissions)	✓	Apologies	✓
Richard Power	Exeter Anglican Diocese (Capital)		✓	Apologies
Union Representatives				
John Staddon	TCC	✓	✓	✓
Steve Ryles	JCC			
In Attendance				
Nigel Coleman	NPS	Apologies	✓	✓

1. Item/Focus: Minutes and Matters Arising from meeting on 27 September 2016	
Discussion: <ul style="list-style-type: none"> Dawn Stabb involved in ongoing conversations with special schools regarding Admissions; expecting that most maintained special schools will be full in September 2017 based on Year 6-7 transition. School websites – much good practice in keeping all policies up to date, but the importance of this was reiterated. Admissions arrangements should be accessible from the school home page, to ensure that parents can access easily. Noted that website updating can be difficult and time consuming, but that non-compliance can be an early trigger for Ofsted inspection. 	
Key Decision/Issues for DEF:	Minutes of previous meeting agreed as an accurate record.
Action:	AB to circulate 2016 admissions data. FB to ensure that information re. SENCo support for Early Years has been shared, and that extended childcare / early education eligibility criteria has been circulated.
2. Item/Focus: Composite Prospectus - September 2017 (Andrew Brent)	
Discussion: <ul style="list-style-type: none"> 'Step by Step' publication to be launched for the beginning of September. This will only be published online, but printed copies may be requested. Noted that Special Schools are included. 	
Key Decision/Issues for DEF:	Report noted
Action:	Phase Associations to request that all schools regularly check their own entries in the Admissions Directory.
3. Item/Focus: Relevant Area for Admissions 2019-2021 (Andrew Brent)	
Discussion: <ul style="list-style-type: none"> Local Authorities are required to establish a relevant area within which own admission authorities must consult regarding their admission arrangements. The autumn 2018 consultation proposals can be found at: www.devon.gov.uk/admissionarrangements There are no changes proposed from current practice, which currently exceeds the statutory minimum as Devon's consultation which is also conducted on behalf of schools covers the whole county. 	
Key Decision/Issues for DEF:	Report noted
Action:	
4. Item/Focus: Proposed Admission Arrangements 2018-2019 (Andrew Brent)	
Discussion: <ul style="list-style-type: none"> Noted proposed amendment to Devon admission arrangements for 2018/19 re. delayed entry to Reception for summer-born children. There has been no change to the Admissions Code and none expected in the next year. This follows the letter from the Schools' Minister in 2015 undertaking to establish a parental right to delayed admission and for various consequences to be resolved, allowing those children to remain in the cohort throughout their statutory education. 	

<ul style="list-style-type: none"> • This still a current issue; for 2018/19, the approach would still be permissive but Devon would withdraw from a blanket approval to all requests; the current Code provides for consideration of each case, for the social and educational benefit to the child. This would be a matter for head teachers who make similar decisions for all other children. • LA will continue to assist schools in providing support and information for parents enquiring about delayed admission from 2018/19. • The group considered longer-term implications of delayed entry to school; research is available exploring the implications. Discussed post 16 education, participation and funding if a child is out of year group. • Concerns were raised around the potential for a parent to move their child to their chronological year group at a later stage. Noted secondary schools generally place children in their chronological year group. • Considered difficulties where parents have not applied for a place in the chronological year group, and a reception place might not be available the following year. Parents are encouraged to submit their application in the relevant year, even if they are considering delayed entry. • Noted proposed changes to school catchment areas, as for some schools, postcode areas have no direct relationship with the numbers of children requiring places in the local schools. Proposed that a rolling review of catchment areas takes place to ensure that they accurately represent potential student numbers. • There was some discussion regarding a Year 6 child currently in an independent school, who did not appear to have been sent information regarding transition to secondary school. There were concerns that there could be longer-term implications for LA placement planning, but noted the new requirement for all independent schools to report admissions and deletions from roll to the LA which could enable the LA to contact families of Year 6 children. • For sixth form admissions, the DCAF-5 common application form is provided for all sixth forms to use, enabling schools to be compliant in their application process. 	
Key Decision/Issues for DEF:	<ul style="list-style-type: none"> • Report noted • DEF to note that parents currently have a right to request delayed entry to reception but that from 2018-19 and subject to the views of Cabinet, the LA approach would be to encourage parents to discuss plans and options with the headteacher on a case by case basis. This reverts to practice prior to 2015/16.
Action:	<p>AB to forward link to Phase Associations outlining research exploring the impact of a delayed start to education.</p> <p>AB to look at the Reception place application form to ensure that there is an appropriate place to log a request for a place linked to priority for children of school staff.</p>
5. Item/Focus: Admission Arrangements and School Websites (Andrew Brent)	
<p>Discussion:</p> <ul style="list-style-type: none"> • Noted that majority of schools in Devon will be their own admission authority by end February 2017, all of which must have the admission arrangements on their website (although this is good practice for all schools). • Noted it is good practice for school websites to provide some information about their admissions, invitations to visit the school etc. in addition to posting the admission arrangements. • Noted different expectations around Special School admissions, which are managed through the SEN 0-25 team. • Determined admission arrangements must be determined by 28 February and available on websites from 15 March 2017. • AB proposed to meet with Phase Associations around Fair Access Protocols. Fair Access for secondary schools enables schools to admit up to 3% over PAN. For Primary schools, it might be workable to propose that an additional one place is made available in each KS2 class. 	
Key Decision/Issues for DEF:	Report noted
Action:	AB to circulate list of own admission authority schools for clarification.

	<p>AB to circulate list of documents and information which are required to be shown on own admission authority and VA/VC school websites.</p> <p>AB to liaise with Matthew Shanks and Clare Coates regarding meeting with Phase Associations re. Fair Access Protocol changes</p>
6. Item/Focus: Early Years Update report (Fran Butler)	
<p>Discussion:</p> <ul style="list-style-type: none"> DfE Capital funding announcement expected soon. Noted increasing pressures on Early Years sector in the run up to the introduction of 30 hour entitlement. <p>DAPH Questions to Fran – responses are appended to the end of these minutes</p> <ul style="list-style-type: none"> What level of provision are schools being expected to provide over 52 weeks (including Ofsted perspective)? Is there anywhere across Devon that is already operating this system which provides an example of good practice? What support will be available to schools in managing this ? How will schools identify eligibility for the 30 hours ? There was some confusion over the equivalence of minimum 16 hours (£115) work. 	
Key Decision/Issues for DEF:	Report noted
Action:	FB to respond to questions raised at the meeting in her absence
7. Item/Focus: NPS Update report	
<p>Discussion:</p> <ul style="list-style-type: none"> 22 academies currently subscribe to the Devon Academies Maintenance Agreement. Connect 2 access has been disabled to non-subscribing academies. Noted that schools condition surveys do not seem to be updated between NPS quinquennial reports. 	
Key Decision/Issues for DEF:	Report noted
Action:	Phase Associations to remind schools to update their school condition survey (through NPS or Built Environments) if they maintenance work on the school site is carried out.
8. Item/Focus: Capital Programme Update (Chris Dyer)	
<p>Discussion:</p> <ul style="list-style-type: none"> Noted 40 significant capital maintenance projects were completed during 2016/17 financial year amounting to approximately £7m. There has been a further reduction in historic backlog maintenance of the schools estate. Capital funding to be considered by Cabinet on 16 February 2017. CD confidentially tabled schedule of proposed capital projects for 2017/18; mindful that allocation has not been officially announced by the EFA. Schedule was collected back in during the meeting. CD explained the allocation protocol for capital maintenance projects, agreed last year. Noted that Simon Niles manages the programme for Basic Need and growth capital investment. Process is included within the Education Investment Plan. 	
Key Decision/Issues for DEF:	Report noted Phase Associations thanked Chris Dyer for his work in preparing the programme.
Action:	HWJ to circulate capital maintenance allocation protocol to SHAD representative.

9. Item/Focus: School Organisation Update (Christine McNeil)

Discussion:

- Noted Education South West Academy Trust now incorporates Kingsteignton schools and Templar Academy Trust.
- Noted DASH and the LA have discussed concerns regarding proposals for an additional Free School in Newton Abbot area.
- Applications for a Special Free Schools are being considered to ensure a good geographical spread of appropriate quality provision.
- Considered possible long term financial issues for Free Schools which appear to be submitting applications for relatively small sized schools, mindful that there have already been further calls on the Growth Fund due to slower than expected increases in roll.
- Expression of Interest has been submitted regarding a Special Free School at the former Charlton Lodge in Tiverton.
- Burrington Primary School awaiting information from RSC on the future of the school.
- LA is in discussion with EFA re. Tipton school site and possible move to a site at Ottery St Mary due to ongoing flooding risk.
- Education Infrastructure Plan is now on DCC website. Areas of growth are listed within the document.
- No feedback yet received from the DfE 'Schools that Work for Everyone' consultation.
- Basic Need capital programme to be considered by Cabinet in February.

Key Decision/ Issues for DEF:	Report noted.
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Action:	
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NEXT MEETING

9.30am on Tuesday 28 February 2017 at County Hall Committee Suite

DAPH Questions for Fran Butler

What level of provision are schools being expected to provide over 52 weeks (including Ofsted perspective)?

Devon County Council is encouraging schools with early years provision to be as responsive to parental needs as possible. For example in some areas this may mean opening for 50 weeks of the year 8.00am to 6pm and in other areas 45 weeks of the year 7.30am to 6.30pm....times should be determined by what working parents require. This must be balanced by the need being great enough to afford to employ two members of staff.

In some areas schools may not need to consider growing their provision because there may be plenty of places for 3 and 4 year olds in nearby all year round settings. Schools need to decide whether they will or will not offer the new extended entitlement from September and what the implications of that decision will be.

Ofsted inspects against the Early Years Foundation Stage (EYFS) statutory framework for 0-5 year olds. The places offered at different times of the day must meet the required standards. All EYFS provision in the school will be reported on as a single phase.

If a nursery teacher is employed during term times 9-3.30pm a different staff team can be employed to manage the nursery outside of term times and at the beginning and end of the school day. The (Almost) Everything Schools Need to Know About Setting up Early Years Places in Devon Schools <https://new.devon.gov.uk/eycs/for-providers/early-years-and-childcare-in-schools/types-of-early-years-provision-in-schools/> is being updated and the new version will be available within the next two weeks – there is a detailed section in this guidance covering all year round provision and staffing.

Is there anywhere across Devon that is already operating this system which provides an example of good practice?

I am assuming that you are asking about all year round nursery provision in schools:

At present we do not have a school where the governing body is managing all year round provision for 3 and 4 year olds; however there are examples where schools have joined up with private providers to make continuous provision for families. This may mean working with a before school club, after school club and holiday club or with a preschool, nursery or childminder. The downside of this model is that parents may not be able to spread the entitlement funding across the year. This means that families have increased childcare costs during the school holidays. There will also be differences in practice. We do not yet have the guidance that will state how many different providers a child can attend for their funded time in one day – this is due in April.

Should the capital bid to the DFE be successful those projects will be required to make the places for 3 and 4 year olds available all year round. There were 4 schools included in the bid.

Almost all day nurseries operate all year round so they offer a good example of how a school could manage all year round places in terms of practice and provision.

What support will be available to schools in managing this?

There are a series of workshops planned for all providers titled '**Getting Business Ready for the 30 Hours**'. We are strongly encouraging schools to attend.

Wednesday 1st February 10 – 1.30 Exeter and 6- 9.30 Honiton LIMITED PLACES

Tuesday 7th February 10-1.30 Ivybridge and 6-9.30 Exeter BOTH FULL

Wednesday 8th February 1.30 – 5 Barnstaple VERY LIMITED PLACES

Bookings are through CPD Online <https://www.devoncpd.co.uk/ey/cpd/>

Early Years and Childcare Advisers can provide advice and guidance free of charge to schools. We will manage requests for schools based on the level of demand.

Babcock LDP Early Years Team can provide advice and guidance on managing teaching and learning for children accessing 30 hours through the traded service.

How will schools identify eligibility for the 30 hours?

1. Parents are required to check their eligibility. They check eligibility for the 30 hours and also the Tax Free Childcare at the same time. Eligibility must be reconfirmed every three months. The checks will be made through GOV.UK by parents who can also choose to apply by phone through HMRC.
2. Eligible parents will receive an eligibility code that they take to their chosen provider/s.
3. Providers apply for funding through DCC and DCC must carry out a validity check for the eligible codes.

This is all that we know at present as the systems are under construction and we are awaiting further guidance. We will keep you updated...

There was some confusion over the equivalence of minimum 16 hours (£115) work.

The following information has been cut and pasted from a presentation by the DFE:

30 hours childcare: eligibility

Eligibility for the additional free entitlement will include households where:

- All parents (whether two-parent family or lone parent) are working and earning the equivalent of 16 hours a week at the National Minimum or Living Wage (includes income received from tax credits or Universal Credit) **and/or:**
- One/ both parent/s is away on leave (parental, maternal etc.)
- One/ both parent/s is on Statutory sick pay
- Parents on zero-hours contracts will be eligible, as are those who are registered as self-employed
- One parent is employed and the other parent has either: substantial caring responsibilities/ and or disability; is a foster carer with their own three- and four-year-old children
- Parents who are in training will not be eligible as they can receive other Government support
- There is an income cap. If one parent's income exceeds £100k the household will not be eligible

