

Phil Norrey  
Chief Executive

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To: The Chairman and Members of  
the Devon Education Forum

County Hall  
Topsham Road  
Exeter  
Devon  
EX2 4QD

(See below)

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Your ref :  
Our ref :

Date : 14 June 2016  
Please ask for : Fiona Rutley 01392 382305

Email: [fiona.rutley@devon.gov.uk](mailto:fiona.rutley@devon.gov.uk)

## **DEVON EDUCATION FORUM**

**Wednesday, 22nd June, 2016**

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, Exeter 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***

## **AGENDA**

### **PART I - OPEN COMMITTEE**

- 1 Apologies
- 2 Minutes (Pages 3 - 8)  
Minutes of the meeting held on 16 March 2016 attached
- 3 Items Requiring Urgent Attention  
Items which in the opinion of the Chairman should be considered at the meeting as matters of urgency.
- 4 Matters Arising from the Last Meeting and Report back on Issues Raised with Cabinet  
To consider any matters arising from the last meeting where not otherwise covered on this agenda and to report on items considered at the Cabinet.

5 Membership

6 Head of Education & Learning Update

10.10am Head of Education & Learning to report.

**SPECIFIC AGENDA ITEMS**

**ITEMS FOR DECISION**

7 Finance Update (Pages 9 - 16)

10.30am Report of the Head of Education & Learning and County Treasurer (DEF/16/04) attached

**ITEMS FOR DEBATE AND INFORMATION**

8 Financial Intervention Panel (Schools) - FIPS - Annual Report (Pages 17 - 20)

10.50am Report of the Head of Education & Learning and County Treasurer (DEF/16/06) attached

9 Step Change Young Carers (Pages 21 - 22)

11.10am Report of the Head of Social Care Commissioning (DEF/16/05) attached

10 Post 16 Education & Skills Draft Vision for DCC 2016-2020 (Pages 23 - 26)

11.30am Report of the Head of Education & Learning (DEF/16/07) attached

11 Early Help 4 Mental Health (EH4MH) (Pages 27 - 28)

11.50am Recommended : to note for information.  
Newsletter from the Director of Public Health attached

**STANDARD AGENDA ITEMS**

**ITEMS FOR DEBATE AND INFORMATION**

12 Standing (and other) Groups (Pages 29 - 38)

11.55am

(a) To review action for the Forum from its groups and to receive minutes:-

(i) Schools' Finance Group

Minutes of the meetings held on 11 May 2016 , attached

Also available at

<http://www.devon.gov.uk/index/learningschools/schoolsforum/schoolsfundinggroup.htm>

(ii) Schools Organisation, Capital and Admissions Forum

Minutes of the meeting held on 7 June 2016, attached

Also available at

<http://www.devon.gov.uk/index/learningschools/schoolsforum/soca.htm>

(iii) DEF Proportionality

DAG is amending its composition to 3 maintained primary governors and 1 primary academy representative (instead of 4 maintained primary governors) to reflect primary academy pupil numbers.

13 Correspondence

14 Dates of Future Meetings

Wed 19 October 2016  
Monday 16 January 2017  
Wed 15 March 2017

12.05pm CLOSE

**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](http://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>



## **Devon Education Forum Membership**

### **Schools and Academies Members (20)** (minimum 2/3 membership)

#### **Primary Headteachers** (Devon Association of Primary Headteachers (DAPH))

##### **Schools Members (3)**

Mr A Dobson (Marwood), Mr J Stone (Denbury), Mr P Walker (Sidmouth CE)  
(*Substitutes: Mrs C Boothe (Hatherleigh), Mrs J Reid (Yeo Valley)*).

##### **Primary Academy Member (1)**

Mr J Bishop (Broadclyst)

(*Substitute Primary Academy Member: Mrs J Baker (Primary Academies Trust)*).

#### **Primary Governors** (Devon Association of Governors (DAG))

##### **Schools Members**

Mrs Amanda Blewett (Kings Nympton), Mr M Dobbins (Exmouth, Marpool),  
Mrs M Wallis (Whimble).

(*Substitute: - vacancy*).

#### **Secondary Headteachers** (Devon Association of Secondary Heads (DASH))

##### **Schools Members (2)**

Mr D Chapman (Okehampton CC)

(*Substitute: Mrs J Phelan (Cullompton CC), Mr D Fitzsimmons (Holsworthy CC)*),

##### **Secondary Academy Members (2)**

Mr R Haring (Ivybridge CC), Mr M Shanks (Coombeshead CC)

(*Substitute Secondary Academy Member: Ms L Heath (Uffculme)*).

#### **Secondary School Governors** (Devon Association of Governors (DAG))

##### **Schools Members (2)**

Mr I Courtney (Okehampton College), vacancy

(*Substitute: -*).

##### **Secondary Academy Members (2)**

J Elson (Exmouth CC), Mr M Juby (Braunton Academy)

(*Substitute: Secondary Academy Member: Mr S Baber, Chulmleigh Academy Trust*).

##### **Nursery Schools (1)**

Mrs S Baker/Mr M Boxall

*Substitute:*

##### **Special School Headteacher (1)** (Special Headteachers Association Devon (SHAD))

Ms C May (Pathfield)

##### **Special School Governor (1)** (Devon Association of Governors (DAG))

Mrs F Butler (Marland School) (*Substitute: Mrs M Carter, Millwater School*)

##### **Alternative Provision (1)** (Special Headteachers Association Devon (SHAD))

vacancy (Schools Company Devon Academy)

### **Non-Schools Members (4)** (maximum 1/3 membership)

#### **Exeter Diocesan Board of Education**

Mr P Mantell

#### **Teachers Consultative Committee**

Ms B Alderson

#### **Early Years Private, Voluntary and Independent**

Mrs G Rolstone (*Substitute: Mr W Forster*)

16-19

Mrs T de Bernhart Dunkin (West England School and College)

### **Observers & Attendees** (non-voting)

#### **Education Funding Agency**

#### **Devon County Council**

Councillor J McInnes (Cabinet Member – Children, Schools & Skills)

Head of Education & Learning (other LA Officers as required)



**DEVON EDUCATION FORUM  
(Devon's Schools Forum)**

16 March 2016

Present:-

Schools Members

Primary School Head teachers

Mr A Dobson	Marwood Primary
Mr J Stone	Denbury PS
Mr P Walker	Sidmouth CE Primary

Primary School Governors

Mr M Dobbins	Exmouth Marpool Primary
Mrs P Furnival	Ivybridge, Woodlands Park Primary
Mrs Wallis	Whimble Primary

Secondary School Headteachers

Mr R Haring	Ivybridge CC
Mrs J Phelan	Cullompton CC

Secondary School Governors

Mr I Courtney	The Dartmoor Federation <b>Chairman</b>
Ms J Elson	Exmouth CC ( <i>Academy member</i> )
Mr M Juby	Braunton Academy

Nursery School

Mr M Boxall	Maintained Nurseries
Mrs G Rolstone	Non Maintained

Special School Headteacher

Mrs F Butler	Marland School
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Non-Schools Members

Mrs B Alderson	Teachers Consultative Committee
Councillor J McInnes	Cabinet Member - Children, Schools & Skills

Apologies

Mrs A Blewett	Kings Nympton Primary
Mrs De Bernhardt Dunkin	(West England School and College)
Mr D Chapman	The Dartmoor Federation
Ms C May	Pathfield School
Mr M Shanks	Coombeshead CC ( <i>Academy member</i> )
Mr A Walmsley	Exeter, St James

## 778 Minutes

### DECISION:

that the minutes of the meeting held on 18 January 2016 be signed as a correct record, subject to Mr Juby being shown under 'Secondary School Governors' in the attendance list.

## 779 Matters Arising from the Last Meeting and Report back on Issues Raised with Cabinet

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## 780 Finance Update and Schools National Funding Formula and High Needs Funding Reform

### (a) Finance Update

#### DISCUSSION:

The Forum considered the report of the Head of Education & Learning and County Treasurer (DEF/16/03). The report (DEF/16/01) covered Month 10 Dedicated Schools Grant (DSG) 2015-16 budget monitoring relating to budgetary pressures within the High Needs Block and management actions being taken, the position for the Early Years settlement and planned carry forwards for 2016/17.

The report also covered:

- the Scheme for Financing Schools setting out the relationship between itself and the schools it maintained and on recent LA consultations about DfE revised guidance with all maintained schools on which no comments had been received;
- Independent Travel Training Update, and
- Music Education Grant/Local Learning communities.

The Forum also noted the minutes of the Schools Finance Group (SFG) of 2 March 2016

#### DECISION:

(i) that the Dedicated Schools Grant (DSG) monitoring position as set out in section 1 of the Report be noted;

(ii) that the revised Scheme for Funding Schools 2016/17 as set out in section 2 of the report be approved;

(iii) that the Independent Travel training Update as set out in section 3 of the report be noted; and

(iv) that the revised Music Education Grant/Local Learning communities as set out in section 4 of the report be noted.

***(Vote: all phases maintained and academy, PVI on the above)***

#### ACTION:

County Treasurer (John Holme, Adrian Fox)



**(b) Schools National Funding Formula and High Needs Funding Reform**

**DISCUSSION:**

The Forum received an update and presentation from the Head Accountant - Education & Learning covering:

- Government consultation on a new schools national funding formula and high needs funding reform from 7 March to 17 April 2016 (stage one)
- overview relating to the case for change, principles and issues for consideration
- fairer funding principles
- the transition arrangements
- high needs funding reform
- review of the role, functions and memberships of School Education Forums
- support for school efficiency
- review of statutory obligations on Schools and LAs and implications for the Education Services Grant (ESG)
- funding of statutory duties
- removal of duties with LAs focussing on: (i) securing sufficient school places, fair access and transport policies, (ii) vulnerable pupils /SEND/promotion attendance/alternative provisions (iii) acting for parents and families
- process for responding to the consultation at this initial stage.

The Forum members' questions and discussion points with Officers included:

- this was a two stage consultation and there remained many uncertainties and outcomes would depend largely on weightings, noting the difficult national financial climate and expectation that overall allocations would be reduced with a continuing need to make efficiency savings by LAs and all schools
- less discretion for the LA in future with the proposed ring-fencing of the Schools Block
- impact relating to residential growth throughout Devon, particularly in and around Exeter
- unreliability of using FSM or IDACI data only as a measure for deprivation
- the role of the Forum under the proposed new arrangements and recognition that the Forum did not relate solely to financial matters but to all educational issues within Schools and the LA
- the current position where the allocation per pupil in Devon was around £270 below the average (£23 m below overall on the DSG) and the LA expectation that the Government allocations would be based on what it considered to be affordable
- the view (by the DfE and other local authorities) that lower funding for some was not necessarily 'unfair'
- the 'cap' on gain was not known and pace of transition would have to be managed carefully especially for Schools with diminished budgets
- the need for careful examination by this LA of the High Needs Block and eligibility and impact of the number of children in for example Elective Home Education and medically absent
- the valuable work of the F40 Group of LAs in this area
- the tight time-scale for analysis and drafting of the Local Authority response (Stage 1) with prior consultation with the Forum's Schools Finance Group members, the outcome of which would be shared with all Schools prior to the final LA submission to Government by 17 April, noting that schools were encouraged to make their own submissions directly.

The Forum thanked the Head Accountant - Education & Learning for her clear explanation of this complex area.

The Chairman also noted that this was Ms Powlesland's last meeting with the Forum and thanked her for her valued work within education and Members wished her well in her new role with the Local Authority.

## **781 Head of Service: Update**

The Head of Education & Learning reported on a summary of exclusions (permanent and fixed term) for 2015/16 academic year to date which covered the number of exclusions by school type, school status, exclusions by pupil characteristics (i.e. children in care, statemented or FSM) and comparisons with previous years. She also referred to the close working with social care colleagues in this area and concerns relating to the increased number of permanent exclusion of younger children and reasons for that trend. The County Council had commissioned research by the LDP in this area. A People's Scrutiny Committee Task Group on exclusions had also recently produced a draft report which encouraged best practice by schools.

Discussion points with members' included:

- the commitment of schools to reduce permanent exclusion and the wider costs for schools, the Local Authority and across the system
- the need for support and training for schools in relation to address persistent disruptive behaviour
- the need for consistent social work support for individual children and for schools and learning communities
- the impact of the loss of Public Health grants for the Emotional and Well-being Service.
- Schools' reported difficulties associated with lack of engagement by parents
- the lack of Ofsted recognition of good practice relating to the work of schools to promote inclusion due to emphasis on performance.
- the reasons behind why Devon was higher than the national average for the rate of permanent exclusions at KS4 and the commissioning of LDP research into this area
- the need for all Governing Bodies to focus more on the needs of more vulnerable children who are at risk of exclusion.

The Head of Service also reported on a series of 3 open-discussion meetings with Head teachers from maintained schools across Devon relating to the role and relationship with the Local Authority and their expectations. Points which had been raised at those meetings related to:

- the unease of many in respect of forced 'academisation', loss of choice and autonomy
- the role of the LA in school improvement, ensuring fair and equitable access for vulnerable children
- communication by the LA was generally agreed to be good but more work was required in respect of multi-agency working, early intervention and help. A reduction in bureaucracy would be welcomed
- concerns relating to testing within KS 2 and guidance on the transition to the secondary phase "Secondary Ready".
- the changing examination systems at KS4 and the need for better communication with parents and employers about these
- concerns relating to recruitment and retention of teachers and school capacity issues particularly within the current budgetary climate.

## **782 Use of Egress Switch in Schools**

The Head of Business Strategy and Support reported of the launch and operation of the email Egress System, which provided 3 levels of security for LA and external licenced users. It was recognised by the Egress team that there was a need to improve operational guidance for internal staff and external partners including schools. The Team was now working with

colleagues within the County Council (Adult Social Care) and feedback would be used in further operational guidance. In the interim guidance notes would be circulated to the Forum members.

Forum members asked about future potential cost for Schools for all levels of security on which further information would be provided for the Forum.

**ACTION:**

Business Strategy and Support (Carolyn Jarvis)

**783 Standing (and other) Groups**

The Forum received the minutes of the Schools Organisation, Capital and Admissions (SOCA) meeting held on 5 January 2016. The Forum agreed (minute 6) that for the purposes of priority for capital maintenance funding, Special Schools would be assumed to be operating at full capacity.

**ACTION:**

Head of Education & Learning (Heidi Watson-Jones)

**784 Dates of Future Meetings**

Meetings to commence at 10am at County Hall, Exeter (unless otherwise indicated):-

Wed 22 June 2016  
Wed 19 October 2016  
Monday 16 January 2017  
Wed 15 March 2017

The meeting started at 10am and finished at 11. 55 am.

The Schools Forum web is [www.devon.gov.uk/schoolsforum](http://www.devon.gov.uk/schoolsforum)



## FINANCE UPDATE

### REPORT OF THE HEAD OF EDUCATION & LEARNING AND COUNTY TREASURER

#### RECOMMENDATIONS

It is recommended that DEF:

- a) Notes the DSG 2015/16 outturn position (subject to Statement of Accounts sign off)
- b) Agrees the allocation of the carried forward under spend from 2015/16 as set out in section 2  
**Voting as set out in table 5, section 2**
- c) Agrees to delegate authority to SFG consider and respond to any LA proposal regarding a redistribution to schools of unallocated carry forward as set out in section 2.1  
**All to vote**
- d) Notes the year-end Mutual Fund position as set out in section 4

### DSG and Schools Funding Outturn 2015/16

#### 1. DSG 2015/16 outturn

The outturn position for the Dedicated Schools Grant is an under spend of £29.1millions which includes schools balances of £23.2millions. The centrally retained DSG is under spent by £5.9millions.

**Table 1: Dedicated Schools Grant and Schools Funding 2015/16 Outturn**

Brackets in the budget and spend columns represent income; brackets in the net variance column represent an under spend.

	Final Approved Net Budget £'000	Net Spend £'000	Net Variance £'000	Note ref
DSG	(317,334)	(317,280)	54	1.1
Pupil Premium	(16,978)	(16,980)	(2)	
Early Years – Disadvantaged 2 year olds	(4,586)	(4,503)	83	1.1
Other Schools Grants	(8,790)	(8,790)	0	
Post 16 Funding (mainstream)	(6,219)	(6,224)	(5)	
<b>Total Schools Grant Funding</b>	<b>(353,907)</b>	<b>(353,777)</b>	<b>130</b>	
Schools delegated budget, including maintained nursery units	284,932	263,653	(21,279)	1.1

# Agenda Item 7

De-delegated budgets	3,915	2,903	(1,012)	1.2
Central Provision within schools block	8,688	6,034	(2,654)	1.3
High Needs block, including maintained special schools	61,293	58,619	(2,674)	1.4
Early Years block	26,000	24,363	(1,637)	1.5
<b>Overall net DSG and School funding</b>	<b>30,921</b>	<b>1,795</b>	<b>(29,126)</b>	

## Explanation of main variances

### 1.1 Schools

The 2015/16 DSG schools block budget is based upon pupil numbers as at the October 2014 census, and is adjusted in year for existing and convertor Academies as well as deductions for high needs places that are directly funded by the EFA (to academies and non-maintained special schools).

Based on final pupil numbers and High Needs Place adjustments, the total initial DSG allocation including 2 year old funding for Devon 2015/16 is £465.7millions. The final budget of £321.9millions is after in year adjustments for existing and convertor Academies and Early Years census.

The schools carry forward balances of £23.2millions (£21.3millions maintained mainstream schools and £1.9millions special schools) compares with £20.4millions on a like for like basis (that is to say after adjusting for in year convertors, a net increase of £2.8millions).

**Table 2: Schools carry forward balances**

	2015/16		2014/15	
	No. of schools	£'000	No. of schools	£'000
<b>B/fwd balance</b>		<b>20,931,476</b>		<b>18,267,528</b>
Schools converted to academies	8	(303,422)	11	(410,897)
Schools closed	0	0	1	(77,618)
Schools with decreasing balances	80 35.5%	(4,174,665)	79 31.6%	(3,164,192)
Schools with increasing balances	145 64.5%	6,708,516	171 68.4%	6,316,655
<b>Carry forward</b>		<b>23,161,905</b>		<b>20,931,476</b>

### 1.2 De-delegated budgets

De-delegated budgets are forecasting an underspend of £1.01millions due to savings against a range of services including the DSG contingency and Exceptional Events £838,000 due to rate rebates received and not expected, £51,000 for Copyright, £57,000 for Maternity and £58,000 on the trade unions and facilitation budget. This takes into account the agreed

subsidy towards initial set up costs of the new FPS software package. Budgets are subject to change during the years as schools convert to academies.

### 1.3 Central Provision within Schools budget

This was the final year for Local Learning Communities funding, this funding is now part of School budget share in 2016/17, there is an underspend of £76,000, which is partly reflective of the fact that the budgets are planned and spent over an academic year.

Phase Associations have underspent by £259,000. £83,000 relates to DAPH, £11,000 for SHAD and £157,000 of DASH funding.

The Growth Fund has under spent by £2.2millions which is part of the planned strategy to provide sufficient revenue funding to meet the expected demand for additional school places over the next 4 to 5 years.

During 2015/16 33 schools received a total of £1.38millions from the growth fund. This was in relation to falling roll (£65,000), one off classrooms (£150,000), growth general (£511,000) and for new schools (£655,000).

Support and Other DSG Services have underspent by £131,000 which predominantly relates to changes in service recharges and a reduction in the number of surplus properties for which we need to meet charges.

**Table 3: High Needs Budget Position for 2015/16**

	Final Approved Budget £'000	Net Spend £'000	Net Variance £'000
Alternative Provision inc Hospital school	2,298	2,308	10
LDP Inclusion & Safeguarding	3,321	3,196	(125)
Nursery Plus	775	760	(15)
SEN Mainstream	11,803	11,203	(600)
SEN Services	1,219	1,220	1
Independent Special Schools & Recoupmnt	12,316	13,234	918
Maintained Special Schools	25,126	23,501	(1,625)
• <i>Special Schools balances</i>			• (1,897)
• <i>Central Special Schools High Needs</i>			• 272
Early Help	750	519	(231)
MFEP	733	30	(703)
Support Centres and PSP's	2,952	2,649	(303)
<b>TOTAL</b>	<b>61,293</b>	<b>58,620</b>	<b>(2,673)</b>

# Agenda Item 7

## **1.4 High Needs**

Overall the high needs budget has under spent by £2.7millions, although note that this includes £1.9millions of maintained special schools balances. Note also that the budget includes £4.97millions carry forward from 2014/15. After adjusting for the carry-forward and maintained special school balances the underlying overspend is £4.1millions.

### LDP Inclusion & Safeguarding

Savings in LDP contract relate to hearing impairment delivery and Elective Home Education & Children Missing Education and underspend within the Raising Participation Age budget.

### Nursery Plus

Nursery Plus expanded its roll out in January 2016 from 6 to 8 eight units and funding is issued through agreed Service Level Agreements. £15,000 underspend represents mileage and expenses still to be claimed for autumn and Spring Term.

### SEN Mainstream

Budget of £11.8millions was set aside for Mainstream SEN which includes pre 16 top-up funding in all mainstream maintained and academy settings. Spend includes £2.1millions of targeted funding. The overall under spend of £600,000 represents 5.0% of the budget. However this includes £1.5millions planned underspend of 14/15 carry forward to mitigate pressures within the High Needs block. The net effect of this represents a £900,000 funding pressure for Mainstream SEN which represents 7.6% overspend.

### Independent Special Schools

Pre-16 placements in other special schools amounted £6.5millions, whilst post 16 placements totalled £5.6millions. Actual spend will vary between maintained and independent settings year on year as there are many variables in determining the most appropriate placement. Taken together, net spending on special schools (not including pupil premium and other grant) totalled £37.9millions. There is a pressure in both maintained and Independent Special Schools caused by increasing numbers, length of stay of Post 16-18 placements and the cost of placements.

### Maintained Special Schools

Maintained Special Schools individual schools balances total £1.9millions, no change from 2014/15. The funding review is now complete and the 2016/17 core offers have been agreed and issued. Differences in the amount budgeted for place funding and pre 16 top ups result in an over spend of £273,000 due to the planned increase in placement numbers within our maintained special schools, so overall, including schools balances, the budget for maintained special schools is £1.6millions under spent.

### Early Help

The spending has been discussed with the Schools Finance Group and some amendments proposed. The £231,000 underspend relates to some expenditure being delayed until 2016/17.

### Money Following Excluded Pupils

Funding withdrawn from schools for permanently excluded pupils amounts to a net £733,000. Funding is paid directly to schools admitting excluded pupils and the budget is also used to support individual pupils with interventions to prevent exclusion. During 2015/16 there was a total of £303,100 spent in this service area, with £273,100 received back in income from



charges to schools via Exclusions, leaving the net spending total of £30,000 and an underspend of £703,000 – of which £420,000 will be carried forward to 2016/17.

It should be noted that the recent White Paper included proposals concerning responsibilities for permanently excluded pupils.

## Support Centres and PSPs

Support centre funding includes budgets for Communication and Interaction Resource Bases (CAIRBs); Hearing Impaired Centres, Language Centres, Physical Disability Centres and Primary Support Partnerships (PSPs). At the year end, PSPs have balances totalling £300,000. This will be carried forward to 2016/17 as spend takes place over an academic year.

## **1.5 Early Years**

The Early Years Block funding for 2015/16 is calculated as follows. The initial DSG allocation is based on January 2014 census notified to us at the end of 2014. An adjustment to the DSG settlement is made in July 2015 to take account of actual hours in the January 2015 Census for the full year. A further adjustment in July 2016 is made using the January 2016 CENSUS to cover any change in FTE's and calculated for the September 2015 to March 2016 period. This additional funding is estimated for year end. Overall, including nursery units in maintained schools, the Early Years under spend is £1.6millions.

**Table 4: Analysis of Early Years outturn variances**

	<b>£'000</b>
Lump sum protection and contingency funding for settings under the new EYSFF	(259)
Under spend against budgeted take-up of 3 & 4 year old places	(372)
Trajectory funding for 2 year old capacity building	(354)
Under spend against budgeted take up of 2 year old places	(270)
Early Years transitional funding	(230)
Pupil Premium for PVI	(49)
Early Years Free School Meals	(65)
Other minor variances over several budget lines	(38)
<b>Total under spend</b>	<b>(1,637)</b>

## **2. Allocation of carry forward from 2015/16**

2.1 The current outturn is subject to Statement of Accounts sign off. Final proposals for the allocation of carry forwards will be brought to a future meeting. The Schools and Early Years Finance Regulations do not allow for in-year distributions to schools. Any redistribution of funding must go through the school funding formula in the following funding period (in this case 2017/18 financial year), whereby the LA may request through the Secretary of State that this additional funding is excluded from the MFG calculation. The LA must consult with the Schools Forum regarding any such proposal and has responsibility for the final decision.

# Agenda Item 7

There are some elements of the carry forward that Schools Forum is asked to agree in principle now in order to allow for early allocation in 2016/17. The table below details all current carry forward requests which have been requested during the closedown process.

It is requested that from the total DSG underspend of £29.126millions, the carry forward requests in Table 5 are noted or approved. These total £28.116m. It is further requested that DEF delegate to SFG consideration of any LA proposal to spend the remaining £1.010millions.

**Table 5: Carry Forward from 2015/16**

In this table, positive figures represent budget to be allocated:-

Budget Line	Amount £'000	Notes	Recommendation
Mainstream School balances	21,248	Automatically carried forward in Individual School budgets	2.2 All to note
<b>Total School balances</b>	<b>21,248</b>		
De-delegated budgets	1,012	Roll forward 2015/16 underspend into 2016/17	2.3 All to note
<b>Total de-delegated budgets</b>	<b>1,012</b>		
Growth Fund	2,188	Planned strategy to build sufficient revenue budget to cover start up and diseconomy costs of new and expanding schools.	2.4 All to vote
Local Learning Communities	35	Some residual costs and issues re new fund codes/collaborative working set up.	2.5 All to vote
Emotional, Psychological and Social Wellbeing	25	Academic year funding for Schools Mental Health coordinator	2.6 All to note (Historic commitment)
Phase Associations	252	Roll forward 2015/16 underspend into 2016/17. DAPH (£83k); DASH (£157k) & SHAD (£12k)	2.7 All to vote
<b>Total centrally retained budgets</b>	<b>2,500</b>		
Special School Balances	1,897	These are school's balances and are automatically carried forward	2.8 All to note
Alternative Provision	48	Additional payment required if medical placements remain high in 16/17 and increase in Top up rate	2.9 All to note
Money Following Excluded Pupils	420	Funding to be carry forward for new initiatives for retaining pupils in mainstream education and to avoid exclusions. Introduction of White paper and uncertainty of funding in the future and exclusions still remaining LA responsibility	2.10 All to note
Early Help	238	Phased spend of the Early Help budget. £7k other minor variations	2.11 All to note
Hospital Education	24	Specialised training for hospital staff and additional support in North Devon	2.12 All to note

# Agenda Item 7

Atkinson Unit	58	Schools Admin Assistant and agreed funding for JE temporary 2 year contract	2.13 All to note
Primary Support Partnerships	300	Expenditure takes place over an academic year.	2.14 All to note
Nursery Plus	15	Not all schools have claimed for the Summer, Autumn or Spring Term expenses.	2.15 All to note
<b>Total High Needs</b>	<b>3,000</b>		
Delay in implementation of reduction in 2 year old provider hourly rate	70	Carry forward requested originally related to a two year plan. The £70k will be required for fund the 2 <sup>nd</sup> year of protection.	2.16 All to vote
Free School Meals	6	Low take up of FSM's. £6k carry forward required for Spring term funding	2.17 All to vote
Growth funding for MNU's on new school sites	230	Growth plan spans financial years. Only 1 new school in 15/16, therefore carry forward required.	2.18 All to vote
Early Years Pupil Premium	50	15/16 Ring fenced grant – DfE have confirmed can be spent in 16/17	2.19 All to vote
<b>Total Early Years</b>	<b>356</b>		
<b>Total Carry forward requested</b>	<b>28,116</b>		

2.20 Areas that need to be considered and fully costed include before any potential inclusion within the revenue carry forward :-

- i) Capital projects for sufficiency are currently having feasibility studies undertaken to ensure DCC meet the 40% government target for 2 year old places and 30 hour roll out. Once completed detailed plans will be worked on.
- ii) Ensuring schools have a secure and sustainable early help offer around children and families, which can either be provided from within their organisation, commissioned on behalf of schools, or pooled with other partnership contributions to better respond to the needs of identified groups of children, young people and their families.

Proposals will be brought to a future meeting.

### 3. Mutual Fund Update

3.1 The Schools Mutual Fund is a scheme that provides cover for absence for subscribing schools for teaching and support staff. The Fund is administered by a Board comprising the members of Schools Finance Group whose schools are members of the fund, to include representatives from DAPH, DASH and SHAD, together with an officer from Devon Finance Services. The Board meets at least twice a year (usually to coincide with a normal Schools Finance Group meeting) to review the financial status of the Fund, to set premiums and establish the Fund's protocols for the following financial year.

The Fund will continue to operate only if the numbers are considered sufficient to justify the continued operation of the fund.

3.2 The Mutual Fund Board at their meeting of 11 January 2016 agreed the following:-

# Agenda Item 7

- i) That premiums remain unchanged from April 2015 for 2016/17
- ii) That claims are paid at 50% of the total amount at the time of submission
- iii) That the balance of claims is not released until the end of the financial year when the full costs are known. If the value of claims exceeds the value of the premiums collected, the claims will be abated pro-rata to ensure financial balance is achieved. If the value of the claims is significantly less than the premium collected, the Board will consider if a rebate shall be made.

3.3 At the end of the 2015/16 financial year, the value of premiums collected exceeded the value of the claims paid out by £450,000.

3.4 The Mutual Board at their meeting of 11 May 2016 amended the terms and conditions to read:-

Any school(s) or academy within Devon's authority or linked to a school in Devon's authority is allowed to join the scheme. New schools wishing to join the scheme will incur a one off joining fee of 7% on top of the cost of their premium. There will be no joining fee for those schools that are currently members of the fund.

### **3.5 Recommendation**

That DEF note the Mutual Fund update  
**All to note**

SUE CLARKE  
Head of Education & Learning

MARY DAVIS  
County Treasurer

Please ask for:-

[Julian.dinnicombe@devon.gov.uk](mailto:Julian.dinnicombe@devon.gov.uk) or [Adrian.fox@devon.gov.uk](mailto:Adrian.fox@devon.gov.uk)

## REPORT OF THE HEAD OF EDUCATION & LEARNING AND COUNTY TREASURER

### Financial Intervention Panel (Schools) – Annual Report 2015/16

#### 1. **Governing Bodies are responsible for:**

- i) Taking any remedial actions required to secure an in-year balanced budget
- ii) Having a 3 – 5 year strategic plan to secure high quality educational provision for children within a balanced budget
- iii) Taking timely remedial action when three year budget plan does not balance
- iv) Implementing appropriate action wherever possible to prevent redundancy and retain employment
- v) Ensure that plans submitted to FIPS are correct, robust and deliverable
- vi) Implementation of agreed actions following FIPS decisions
- vii) Ensuring the school participates in the Active Redeployment Programme when future budget difficulties are identified. This includes working pro-actively with the HR Direct Redeployment team at an early stage to place staff at risk of redundancy where possible, thereby retaining experienced staff in Devon and minimising the cost of redundancies.

#### 2. **Purpose of Financial Intervention Panel (Schools) (FIPS)**

- \* FIPS is an officer constituted group that has the function of scrutinising budgets and recovery plans of schools at financial risk.
- \* FIPS will consider Redundancy, Contingency, Compromise Agreement and Ending Fixed Term Contract requests along with Vulnerable Budgets requests to appoint.
- \* FIPS may signpost schools to appropriate strategies to support them in planning for long-term financial viability.

#### **As part of these responsibilities FIPS may:**

- i) Place a school on monthly monitoring or period review.
- ii) Advise Devon County Council to issue a Notice of Concern or a School Financial Warning Notice (SFWN) or to withdraw delegation
- iii) Instigate an Individual School Review (ISR) regarding future sustainability of a school and it's status e.g. Federation/ Closure
- iv) Advise the that the school be placed on the Keys to Success Programme (Excellence for All)
- v) Instigate a formal audit of the school's financial processes and/or a financial review
- vi) Authorise recovery plans for schools using an "invest to save" model where strategies are sufficiently innovative and necessary to resolve underlying financial pressures for long term viability
- vii) Pass on any significant concerns raised with the authority regarding financial processes around an Academy school in Devon to the Secretary of State.

#### 3. **Analysis of submissions to FIPS**

A full analysis of submissions and outcomes is attached to this report

#### 4. **Summary**

Support for schools in financial difficulty is funded from maintained schools de-delegated contingency, which is subject to annual consultation with maintained schools by phase. The Panel meticulously scrutinises every submission and will only award financial support when it is satisfied that the governing body has taken every action it possibly can to balance the budget. It should be noted that the contingency budget cannot over spend. If the call on it is greater than the funds available, the over spend will be carried forward to the following financial year and maintained schools will be asked to de-delegate more.

Where the Panel choose to provide support for a school in financial difficulty this may come in one of the following forms: leadership support, financial support, licence deficit or provide a loan.

With a challenging fiscal environment and the prospect of the National Funding Formula, significant changes to the way in which schools are funded and a cash flat DSG settlement, the role of FIPS has become much more pro-active in identifying and engaging with schools with vulnerable budgets at an early stage.

SUE CLARKE  
Head of Education & Learning

MARY DAVIS  
County Treasurer

Please ask for: -  
julian.dinnicombe@devon.gov.uk or adrian.fox@devon.gov.uk

# Agenda Item 8

## SUBMISSIONS TO FIPS 2015/16

### Analysis of cases

#### Submissions from schools

The level of submissions remain at a similar level to previous years, however 8 of these cases has continued from 2014/15

	13/14	14/15	15/16
Redundancy	22	16	10
Contingency	6	18	7
Vulnerable budget	1		1
Licensed deficit *	1	4	5
Falling rolls application			1
Other cases incl c/f 14/15			8
<b>Total</b>	<b>30</b>	<b>38</b>	<b>32</b>

\* Licenced Deficits may be agreed as well as other action therefore counted twice or not included in others if separate application made.

#### Breakdown of school type

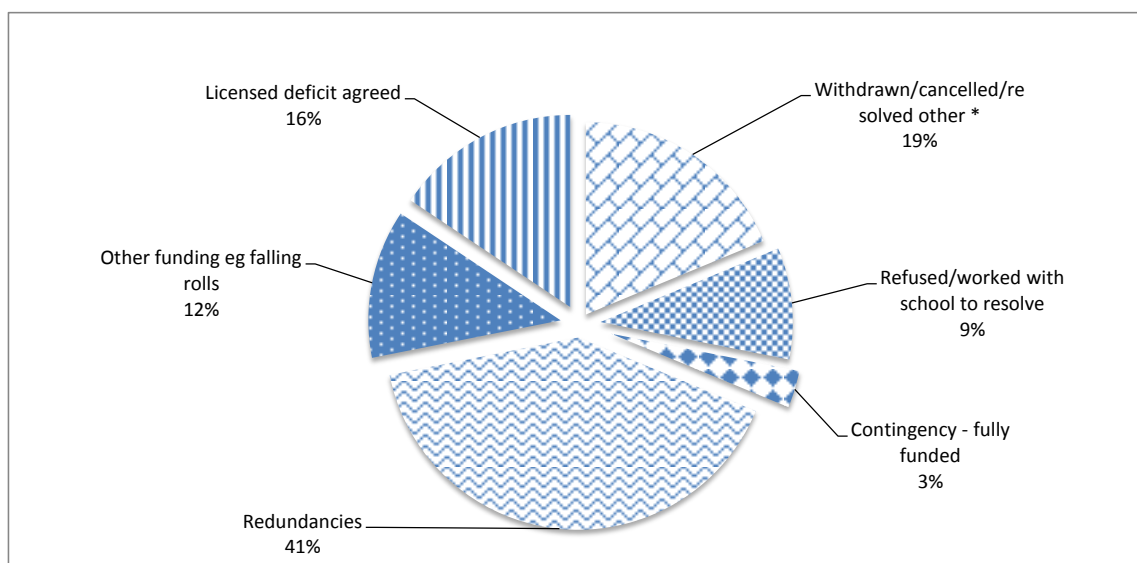
	2013/14		2014/15		2015/16	
	No.	%	No.	%	No.	%
Primary Schools	20	67	32	84	17	53
Secondary Schools	7	23	5	13	10	31
Special Schools	1	3	1	3	5	16 *
Nurseries/Childrens Centres	2	7	0	0	0	0
<b>Total</b>	<b>30</b>	<b>100</b>	<b>38</b>	<b>100</b>	<b>32</b>	<b>100</b>

\* NB 4 separate submissions from same school

#### Outcomes from cases submitted

	13/14	14/15	15/16
Withdrawn/cancelled/resolved other *	4	7	6
Refused/worked with school to resolve	1	5	3
Contingency - part funded	4	8	0
Contingency - fully funded		7	1
Redundancies	10	10	13
Unknown w/o further investigation	11	1	0
Other funding eg falling rolls			4
Licensed deficit agreed			5
<b>TOTAL</b>	<b>30</b>	<b>38</b>	<b>32</b>

\* Includes subsequent academisation



## All cases by school type & size

### Primary phase

Pupil Nos	2015/16			
	No. of schools*	% total	No. of cases	%
<30	11	2	4	24
30-52	25	11	4	24
53-60	10	3	0	0
61-90	48	19	0	0
91-120	38	14	0	0
121-150	19	6	1	6
151-180	25	9	0	0
181-210	25	7	2	12
>211	69	29	6	35
TOTAL	270	100	17	100

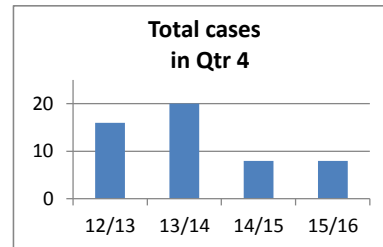
### Secondary phase

Pupil Nos	2015/16			
	No. of schools	% total	No. of cases	% total
<b>11 – 16</b>				
<750	6	35	4	400
>750	4	24	1	100
<b>11 – 18</b>				
<1200	6	35	4	400
>1200	1	6	1	10
Total	17	100	10	910

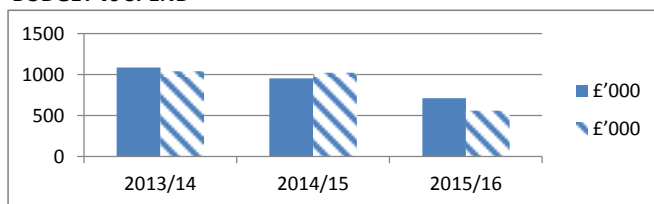
## Comparison of 4th quarter submissions

	12/13	13/14	14/15	15/16
Redundancy	6	11	2	8
Contingency	8	9	5	0
Vulnerable budget	2	0	0	0
Licensed deficit *	0	0	1	2
Falling rolls application				1
Total cases	16	20	8	8

\* LDs agreed as well as other action therefore may be counted twice (applies 14/15).

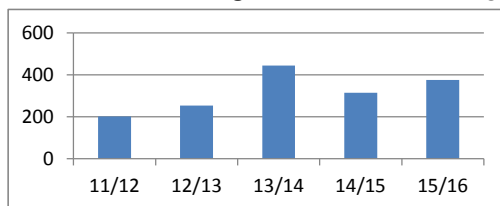


## BUDGET vs SPEND



	Budget £'000	FIPS Spend £'000
2013/14	1,086	1,042
2014/15	952	1,021
2015/16	712	560

## Total number of FIPS agenda items (relating to schools)



11/12	12/13	13/14	14/15	15/16
202	254	444	314	376

## Analysis of tasks undertaken

	15/16
NO. OF SCHOOLS ON MONTHLY MONITOR	30
NO. OF LETTERS SENT FROM FIPS	274
NO. OF PRE-NOTICE OF CONCERN/WARNINGS/SERIOUS CONCERNS LETTERS	8
NO. OF FIPS MEETINGS HELD	23
WORKSHOPS WITH SCHOOLS †	10
FRS REPORTS ANALYSED & QUERIED	125
BUDGET PLANS ANALYSED & QUERIED	232

† Does not include approx 20 meetings with/re 1 particular school





## Step Change Young Carers

### Report of the Head of Social Care Commissioning

#### Recommendations

- We would be interested in having representatives from DASH, DAPH, DAG or other educational provision on the steering group if this was felt of use.
- We would also be interested in suggestions as to how to further raise awareness and support educational settings in relation to improving the life-chances of these vulnerable young children as per the document Championing All Our Children (DCC)

#### Background

The Children and Families Act gave new rights to care and support for Young Carers under the age of 18. These include:

- Local Authorities must assess whether young carers in their area have support needs and if so what those needs are
- Local Authorities must take “reasonable steps” to identify young carers in their area who have support needs.
- All Young Carers have a right to an assessment of their need, no matter who they care for, what type of care they provide, or how often they provide it.

#### Data

According to the most recent census (Office for National Statistics, 2011), there are almost 166,000 young carers (aged 5-17) in England and of these there are around 4,700 carers aged 0-24 in Devon. Of those around 2,628 are aged 0-18. These figures are likely to be a significant under estimate of young carers within the County and we will be working in the coming year to identify the full numbers of young people with caring responsibilities.

As at Q4 2015/16 there were 3,160 young carers on the Devon Young Carers register.

#### The Step Change Project

- In July 2015 Devon became one of 6 trailblazers across the Country for a project named Step Change. The project, hosted by the Carers Trust and the Childrens Society, was in relation to the requirements of Local Authorities to identify, assess and support young carers. Within this work a Local Authority roadmap was designed for each trailblazer. The roadmap consists of sections including: Measuring impact, voice of young carers, strategic foundations, identification, assessment, support, transition, schools and health.
- The project ended in March 2016 and a report covering all trail blazers is due to be published in July 2016.

# Agenda Item 9

- One of the main recommendations for Devon was to improve the joint working between adult and childrens services to better identify and support young carers whose cared for have a learning disability, mental health issue, substance misuse issue or are physically unwell.
- The work around Young Carers comes within the Early Help remit and has a partnership steering group which includes representatives from Babcock, Education, Careers South West, Devon Partnership Trust, Public Health, Integrated Childrens Services, adult services (including drug and alcohol services) and provider organisations.
- A Memorandum of Understanding was designed for use by Local Authorities and this has been signed off in Devon. The MoU, alongside the Think Family Guidance, highlights ways in which adult services and childrens services work together to ensure that young carers are not undertaking inappropriate caring roles.

## **Schools and Colleges**

- Devon Carers are part of a national pilot in relation to Young Carers in schools awards. We have been increasing our support to schools via our school support services. The Education Welfare Team have taken the responsibility for championing Young Carers in schools and encouraging schools to identify and record numbers of young carers. An event took place on the 23<sup>rd</sup> March in County Hall where the focus was on the Carers in Schools award. This was arranged between the Carers Trust, Babcock and Devon Young Carers. More information about the Young Carers in schools award can be found on [www.youngcarersinschools.com/get-involved-schools](http://www.youngcarersinschools.com/get-involved-schools).
- An additional Assessment resource tool is now being used by Devon Carers. The Devon Young Carers service is developing its role towards young carers to ensure that, through initial assessment, those who are most vulnerable are recognised and supported immediately.
- The assessment tool also ensures that consent is requested to share information about the young carer thus enabling better partnership working between different organisations eg schools and Careers south west.
- Young Carers have recently printed their Manifesto. Priorities in this are around educational support, rural and social isolation, health care services (for them and their cared for) and raising aspirations.
- Awareness raising around Young Carers in all organisations, including Education, is an ongoing part of our work. During the recent Carers Week useful information and posters were sent via the schools distribution list.

Tim Golby  
Head of Social Care Commissioning

Please ask for:  
[Maureen.muckersie@devon.gov.uk](mailto:Maureen.muckersie@devon.gov.uk)

**Post 16 Education  
and Skills Vision for  
Devon County  
Council  
2016-2020**

**May 2016**

# Agenda Item 10

## **Report of the Head of Education and Learning**

### **Post 16 Education and Skills Vision 2016-2020.**

#### **1.0 Introduction**

1.1 Post 16 Employability and Skills has resurfaced as a national and local priority. There are many strands and pathways for young people entering employment and educational routes after they have finished their compulsory school provision. There are some deep-rooted structural issues as to the reasons that some students do not achieve their potential when leaving school. There is a push from Government and invited Universities, cities, Local Enterprise Partnerships (LEPs) and business to work with Government to map the strengths of different regions to provide a new way of working and build on the regions' strengths. Skills and employment will see major reforms to achieve the Government's productivity and economic growth across the labour market. The heart of the South West has already identified key golden opportunities to improve the employability of all of our young people and have a positive impact on the economic growth of Devon.

#### **2.0 Vision**

2.1 Devon County Council wants to ensure with all of its key partners in education, further education, higher education, employers and businesses that every person leaving school is given the maximum opportunity to achieve their fullest potential in work and employment.

#### **3.0 Background**

3.1 The reshaping and re-commissioning of Post 16 education has started with the devolution packages which will see Government funding move away from funding per qualification for adult learners (post 19 year olds) to ensure provision is targeted at training which has the greatest impact on the economy.

3.2 The changes proposed are to achieve educational excellence everywhere with preparation for adult life. All 19 year olds complete school or college with the skills and character to contribute to the UK's society and economy, enabling access to high quality work or study options.

3.3 The introduction of free schools, studio schools, University Technical Colleges and the drive to convert all schools into a forced academisation programme will increase the confusion and rising trend of vulnerable young people 'leaving' schools to avoid exclusion. Whilst education has the power to transform lives, it can also cause great concern for parents, young people and employers on which pathways to take for the future.

3.4 The quality of some post 16 provision can affect parents' decisions at Year 7 of their compulsory school education for future choices and admissions. This does fuel the downward spiral of some schools' viability.

3.5 Post 16 Area Reviews focused on Further Education and training institutions will be carried out in Devon, Somerset, Cornwall and the Isles of Scilly starting in November 2016. The purpose of the review will add information to the Government detailing Devon, Somerset and Cornwall's:

- Student numbers 14-16, 16-18 and 19+ age groups in their FE colleges;
  - Numbers of staff employed in FE;
  - Financial budget of FE;
  - A series of information relating to the impact the learners have on employers, business and the economy including gaps in provision, poor quality provision and imbalances in employer sector requirements. The skills need of the local area will be a focus using comparisons of provider delivery set against economic requirements.
- 3.6 The creation of National Colleges has been announced to provide high-level sector-specific training and some colleges will be invited to become Institutes of Technology to deliver high-standard provision. They will be sponsored by employers registered with professional bodies and aligned with apprenticeship standards. The Government is committed to increasing the number of apprenticeship starts in England to 3 million by 2020 and require schools to promote apprenticeships with the same parity as academic studies.
- 3.7 The Local Authority Interactive Tool (LAIT) shows Devon to be in the bottom quartile in two areas and the third quartile in six areas for Gaps in Outcomes for disadvantaged students. Students in receipt of Free School Meals are making less progress at KS5. The large majority of potential NEET are either:
- Post 16 teenage mothers
  - Post 16 learners with learning disabilities or difficulties (SEND)
  - Post 16 young offenders
  - Post 16 young carers
  - 19 year old care leavers
  - Post 16 children in care
- 4.0 What DCC will do**
- 4.1 DCC will assist with the Post 16 Area Review to engage with all Post 16 providers, particularly schools with sixth forms, Further Education Colleges, Work Based Learning Providers, Adult and Community Learning (Learn Devon) and Higher Education Providers including Exeter and Plymouth Universities to prepare a statement of provision of post 16 providers across Devon, signposting both academic and vocational skills routes highlighting any gaps in provision and stating the long term view of capacity and quality at education levels 3, 4 and 5.
- 4.2 DCC will identify the opportunities within its own workforce and increase the number of apprenticeships under the new apprenticeship levy scheme. A new model of internships will be introduced into work placement programmes, particularly focussed on post 16 vulnerable groups including Children in Care and Care Leavers from Devon.
- 4.3 DCC will work with a wide employer base to establish employment routes to internships for any vulnerable group aged 16-21. DCC will establish good funding models within the FE sector and voluntary and community sector to provide training support and mentors within the internship model.
- 4.4 DCC will align its external contract with Babcock to engage with poor performing 6<sup>th</sup> forms and those that are financially struggling to provide good quality post 16 provision to their learners and work with the leaders in schools to

# Agenda Item 10

reform their 16-19 skills provision and help develop viable skills routes within their geographical areas of delivery.

- 4.5 DCC will align its external contract with CSW to account for every single NEET in Devon and to report to a number of different organisations including Health, Social Care, and all the provider network of post 16 provisions. CSW will provide full Information, Advice and Guidance provision for all the targeted groups within Devon on a regular basis and implement key assessments for post 16 learners requiring EHCPs.
- 4.6 DCC will review the governance of its working arrangements to ensure a single accountable body for all learners 16-25, reporting to the Children, Young People and Families Alliance and the employability and skills groups held in Economy and Skills. This will ensure the tracking and performance of young people and adults into Employment. By using the new governance routes the following outcomes will be achieved:
- A reduction of NEETS across Devon and knowledge of all of the cohort 16-19 and including 16-21 year old Care Leavers
  - 300 unemployed young learners (Post 16) with learning difficulties and disabilities will progress into internships or employment / work related opportunities by September 2017
  - The number of young adults entering independent institutions outside of Devon for Education and Learning, Health and Social Care reasons (EHCP) will reduce and good provision provided within Devon for Devon learners
  - Increase the number of Apprenticeship starts in Devon to diverting young people away from employment with no training to the new Apprenticeship.
  - By September 2018 working within the infrastructure policy and influence new providers into Devon where there is an educational and skills need and promote quality improvements in the provider offer.
  - Assist with the place planning for post 16 provision to account for the significant demographic increase in 16 year old learners in 2020 and help prepare a structure plan for DCC
  - Identify the students at risk of alternative provision not in mainstream school settings and provide good pathways through to traineeships, employment or study options.
  - Review the viability of the curriculum offer across Devon including sixth forms.
  - Work with partners in other Local Authorities to plan and provide the post 16 provision that may sit in different travel to learn area's (Somerset, Plymouth, Torbay and Cornwall)
  - Develop a post 16 travel to learn policy for Devon with partner agencies to reduce the burden on DCC budgets whilst increasing the incentive to attend apprenticeships across Devon.
  - Work with appropriate agencies including the National Careers Service to initiate high quality Information Advice and Guidance for all post 16 students.

John Peart

Senior Manager Strategic Commissioning of Educational Employability and Skills

May 2016

*“The Devon Association of Governors (DAG) is committed to supporting this service in any way we can.”*

*Leandro Rodrigues,  
 Communications  
 Officer, Devon  
 Association of  
 Governors*

## The first six months...

In September 2015 the Early Help for Mental Health (EH4MH) initiative was introduced in Devon. EH4MH supports early intervention and fosters cultural change in the way schools address pupils’ mental health needs. EH4MH is currently split into two elements; School Support delivered by Virgin Care (VC) and Direct Support for children and young people delivered by Young Devon and Xenzone (via KOOTH.com).

Over the last six months a great deal of work has been done to roll out the EH4MH initiative across Devon; as a result an amazing **236** schools have joined the programme—which represents around two thirds of all schools in Devon. 116 schools have not yet taken up the offer of free support from the EH4MH programme, so Virgin Care are continuing to reach out to all schools and would be pleased to hear from any wishing to join.

*“Teachers have found the clinical supervision from mental health professionals very beneficial. The Introduction to Mental Health training was very well received...one staff member described it as the most productive inset day she has ever had!”*

*Catherine Rees,  
 Headteacher, Countess  
 Wear Community  
 School*

## School Support

Virgin Care have been contacting schools to find out what support was already available and to arrange introductory meetings. Schools were asked to nominate Emotional Health and Wellbeing Champions, who are a really important factor in helping implement the programme. We now have 147 registered champions across 91 schools (with some schools having more than one champion).

### Training

The School Support Programme has delivered a range of training sessions since September 2015, including Introduction to Mental Health, Anxiety and Bereavement training. The aim is to work with each school to find the best approach for them, and training is offered flexibly, for example over full days, 2 hour twilight sessions or one hour team meetings.

## Direct Support

### Young Devon

Our direct support provision to young people is provided by Young Devon and Xenzone (via KOOTH.com). As knowledge about the service spreads, use of the service is growing steadily. During the last six months:

286 young people  
 accessed face-to-face  
 support

Young Devon provided  
 897 information-giving  
 and counselling sessions

Young people aged  
 15-18 years  
 are using the direct  
 support most

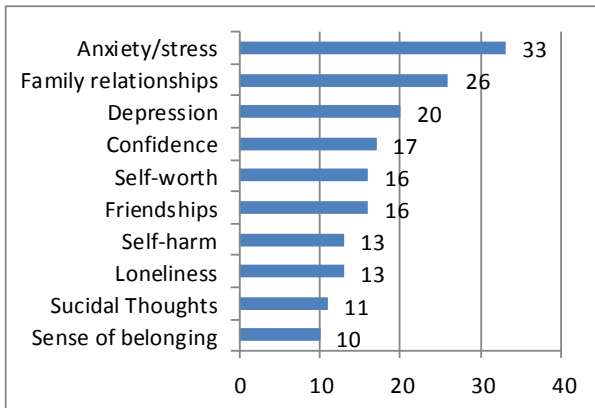
34% of user were male,  
 65% were female and  
 1% were non-binary

# Agenda Item 11

## Direct support—KOOOTH.com on-line counselling and support

Use of the on-line counselling and support service provided by KOOOTH.com is growing steadily. The latest figures for March show that there are now 484 young people registered, with 19% being male and 81% being female.

484 young people are registered with KOOOTH.com



Young people are seeking support and advice around many issues, the most common being anxiety / stress, family relationships, depression and lack of confidence. The top ten presenting issues are shown on the left.

74% of log-ins are outside office hours

Of users... 19% are male 81% are female

288 counsellor hours were offered

The out of hours service is proving invaluable, as the log-in data shows that 74% of users are accessing the site outside of 9am—5pm. Satisfaction levels are very high with KOOOTH.com, with the average user score being 5 out of 5.

## Parenting Support Update

As part of the programme, Parenting Support was originally planned to be delivered by Devon's Children's Centres. Some trial parenting programmes have been delivered but unfortunately, as a result of recent Public Health grants cuts, Devon County Council has had to suspend the Parenting Support element of EH4MH. Children's Centres deliver a range of evidence-based parenting programmes for parents of children aged 0-5, many of whom will also have school-aged children. These programmes will continue, and if they are not fully booked, Children's Centres will be encouraged to contact their local school or learning community to identify parents who may benefit from the programme but who have older children at primary school. In some areas, there is already a partnership between the Children's Centre and local primary school, where parenting programmes are being delivered in partnership or through the school parent support advisor. Schools are encouraged to work with their Local Learning Community to find out what opportunities may be available.

### **Stop press...library service launches new scheme to support young people's mental health**

*The 'Reading Well' for young people scheme (part of the national Books on Prescription Scheme) has just been launched in Devon libraries. Designed to help 13-18 year olds to understand and manage their wellbeing and emotional resilience, the books can be recommended by GPs, school nurses, counsellors and other health professionals as well as being free to borrow from the library.*

## In summary

We are pleased with the progress that has been made with EH4MH initiative, which has been running for just six months. Strong relationships are being built with schools all over Devon to set firm foundations for successfully moving the programme forward. We are very keen to work with schools who have not yet taken up the offer of the free EH4MH programme and would encourage any that would like to join to get in touch.

Thank you for your interest and support for the EH4MH programme. We will be reviewing it regularly and will continue to provide updates via this newsletter and other communications. If you would like to receive future briefings or copies of previous briefings, please contact Rachel Humphries, Advanced Public Health Practitioner: [Rachel.humphries@devon.gov.uk](mailto:Rachel.humphries@devon.gov.uk)



**SCHOOLS' FINANCE GROUP  
NOTES OF MEETING  
11 May 2016  
at Okehampton College**

		11/05/16
<b>DCC</b>		
John Holme	Assistant County Treasurer (People)	✓
Julian Dinnicombe	Head Accountant Education & Learning	✓
Adrian Fox	Senior Accountant (Schools)	✓
Heidi Watson-Jones	Service Support Officer (E&L)	✓
<b>DAPH</b>		
Jamie Stone	Denbury Primary	<b>Apologies</b>
Paul Walker	Sidmouth Primary	✓
Jo Evans	St Leonard's Primary	<b>Apologies</b>
Alun Dobson (for Jo Evans)	Marwood Primary	✓
Jonathan Bishop	Broadclyst Primary	<b>Apologies</b>
<b>DASH</b>		
David Fitzsimmons	Holsworthy Community College	<b>Apologies</b>
Matthew Shanks	Coombeshead Academy	<b>Apologies</b>
Daryll Chapman	Okehampton Community College	✓
Lorraine Heath	Uffculme College	<b>Apologies</b>
<b>SHAD</b>		
Keith Bennett	Marland School	✓
Jacqui Warne	Ellen Tinkham School	<b>Apologies</b>
<b>DAG</b>		
Faith Butler	Special	✓
Malcolm Dobbins	Primary	<b>Apologies</b>
Jill Larcombe	Secondary	✓
<b>EY Providers</b>		
Gemma Rolstone		✓
<b>In Attendance:</b>		
Sue Clarke	Head of Education & Learning	✓
Julia Foster	SEN Strategy Manager	✓
Simon Niles	School Admissions Service	✓
<b>1. Minutes and Matters arising from meeting on 2 March 2016</b>		
<b>Discussion:</b>		
<ul style="list-style-type: none"> <li>• Julian Dinnicombe welcomed the group &amp; introduced himself as the new Head Accountant for Education, replacing Karen Powlesland.</li> </ul>		
<b>Key Decision / Issues for DEF</b>	<ul style="list-style-type: none"> <li>• Minutes agreed as an accurate record.</li> </ul>	
<b>Actions</b>	<ul style="list-style-type: none"> <li>• <b>Dawn Stabb</b> to update SFG on ongoing arrangements regarding ongoing funding arrangements for Year 11 students transferring to Schools</li> </ul>	

# Agenda Item 12

Company.

## 2. High Needs Funding and Early Help Overview (Sue Clarke / Julia Foster)

### EARLY HELP

- Sue Clarke tabled update reports on the Early Help projects for which SFG had had approved additional funding.
- Report was tabled on continuing school-based provision through PSPs. Ongoing funding and top up arrangements for capacity building through PSPs requires clarification; **JD** to clarify.
- SC outlined three Research & Development projects commissioned through LDP: i) Working with practitioners in Bideford to identify students requiring additional support prior to transition. ii) Music Service & DAISI developing children's resilience and wellbeing. iii) Best practice research at Clyst Vale around anxiety-based school avoidance.
- DAPH raised concerns around the ongoing unreasonable challenges (including rising exclusion levels) relating to learnt behaviours, and the need for parenting support. DAPH asked if there was any way of mitigating the effect of cancelling of the Parent Support element of the EH4MH to provide support in this area. SC outlined possible pathways through Children's Centres and possible future joint arrangements with Public Health following re-commissioning of Virgin contract.
- Reiterated uncertainty around the future provision within High Needs Block; it was felt that Parenting Support was a wider remit than HNB and Early Years will need to be involved in the discussions around family support.
- Suggested that Schools' representative on Public Health Commissioning Steering Group raise this as a key issue.
- Noted that 111 additional special school places have been created through basic need funding. New Post 16 Ellen Tinkham provision is planned to open in September in Bodley House, a former care home in Exeter, in addition to creating short-term intervention provision and establishment of a Free School for ASC provision in Newton Abbot area.
- Hoping to reduce the number of placements in high cost ISP provision; report from Simon Niles to follow.

### HIGH NEEDS FUNDING ISSUES

- Considered pressures on the High Needs Block, including high volume of referrals for statutory assessment, increasing costs of ISP placements and transport costs, and rising exclusions.
- Discussed patterns of exclusion, need for more robust transition arrangements, and supported post 16 provision for students with complex needs.
- Considered management action proposed to contain costs.
- The group considered issues around varying capacity across schools to deal with SEN pupils, and engaging more with Early Years to identify children and families at point of transition who may need additional support in Reception.
- Noted that the SEN Audit provides intelligence to identify schools operating best practice with SEN pupils.

### HIGH NEEDS BLOCK 2016/17

- There were concerns around future restrictions on moving DSG funding between blocks.
- Noted that the reduction in placements in costly ISP settings has been largely cancelled out by increased costs per placement, and unused but still funded planned places in ISPs.
- The group considered proposals for management action to address budget pressures.
- It was agreed that a SFG working group be convened to analyse the HNB budget and consider the implications and consequences of an in-year reduction in Element 3 funding, and pressures around planned specialist provision in support centres and resource bases.
- The group will consider all plans for in year savings and communication of these, including but not limited to numbers 3,4 and 5 in the report. Secondly it is envisaged that the group will scope and probably become the basis for further work on stabilising the spending on all aspects of High Needs, including planning needed, connected with the funding consultation, recognising that this context remains uncertain. In all its recommendations it should try to align to the direction that future spending is likely to be heading. **JD** to provide detail budget analysis, indicative savings working with Julia Foster and if possible base information on the High Needs Budget and thus effects on individual schools. In setting up the meeting Heidi and

<p>Julian/Ancilla should liaise to have projectors available, so that different information may be provided depending on the direction the discussions take.</p> <ul style="list-style-type: none"> <li>Group to include: Keith Bennett, Paul Walker, Alun Dobson, Faith Butler, Julia Foster, Gill Loman, Katrina Callcut, Ancilla McKenna, Julian Dinnicombe, Matt Shanks / Daryll Chapman + FE Rep (Jane Barton, Resources Director at Petroc). 9am – 1pm on 25 May 2016.</li> </ul>	
<b>Key Decision / Issues for DEF</b>	<p><b>SFG endorsed</b> recommendations 1, 2 and 6 for management action as outlined in the report.</p> <p>Further recommendations for in-year savings, and communication to schools to be considered by SFG working group on 25 May.</p>
<b>Actions:</b>	<ul style="list-style-type: none"> <li>Early Help Update reports to be circulated by email, including Place Planning report from Simon Niles. <b>HWJ</b></li> <li><b>JD</b> to clarify funding arrangements for PSPs.</li> <li>SFG working group (to include FE representation) to be convened to look closely at 3 proposals to manage HNB budget lines, and future issues for consideration at autumn consultation event. <b>HWJ</b></li> <li>Note to be included in budget monitoring statements to give advanced indication of changes to Element 3 funding. <b>JF / JD</b></li> </ul>
<b>3. School Admissions Service (Simon Niles)</b>	
<b>Discussion:</b>	
<ul style="list-style-type: none"> <li>SFG had previously discussed moving to a fully traded Admissions service for non-statutory admissions services.</li> <li>Considered core LA responsibilities as an admissions authority. Currently allocation £307k DSG funding is expected to be sufficient to cover the statutory service if all schools were fully autonomous.</li> <li>Noted that Devon School Admissions Service already runs a fully-traded service for Academies, and agreed proposal to move to a fully traded service for non-statutory services from 2017/18 financial year, pending any further information from the National Funding Formula or White Paper.</li> <li>There was some discussion around the funding of the centrally retained budget, topsliced from DSG, but it was reiterated that this funds the statutory elements of the service.</li> <li>Need to ensure that the charging structure will be fair and equitable.</li> </ul>	
<b>Key Decision / Issues for DEF</b>	Report noted and recommendations approved.
<b>4. DSG Outturn 2015/16</b>	
<b>Discussion:</b>	
<ul style="list-style-type: none"> <li>Noted current projected underspend of £29.1m (which includes £23.2m school carry forwards).</li> <li>Noted significant increases in school balances, for which the LA requests evidence. Key reasons for school balances included projected capital work and prudent planning for retaining staffing levels where admission numbers are unstable, however it was felt that the general increase in balances was of concern.</li> <li>Considered St Martin's position, and clarification was sought on whether the positive balance was due to benefits from new school growth funding – were the criteria over-generous? <b>JD</b> to look into the growth / carry forward pattern.</li> <li>Noted secondary schools' difficulties in budgeting for unexpected staffing cost increases.</li> <li>Discussed budget allocations that had been paid at the end of the financial year, e.g SEND funding and Nursery Plus, which would have influenced the year end position.</li> <li>SFG looked at the schools with deficit balances unlicensed through FIPS, and considered if there could be an earlier trigger to identify schools at risk.</li> <li>Discussed the High Needs underspend of £2.6m, although after adjusting for the 2014/15 carry forward and maintained special schools balances there was an underlying overspend of</li> </ul>	

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<p>£4.19m</p> <ul style="list-style-type: none"> <li>Clarity around PSP budget position was requested by DAPH; the academic / financial year mismatch is unhelpful.</li> <li>SFG sought further clarification on the £1.6m Early Years outturn balance. It was noted that £1m had been allocated during last financial year to address a structural deficit, and 2 year old funding rates were reduced in acknowledgment of unsustainable budget provision. It was suggested that the carry forward be directed back to EY settings by raising the 2 year old funding rate. <b>AF</b> to clarify whether this would be permitted within EFA guidance. Noted also that funding had been transferred from Schools Block to Early Years on the basis that there was a structural deficit. Further update on the EY structural deficit position was requested.</li> </ul>	
<b>Key Decision / Issues for DEF</b>	
<b>Actions:</b>	<ul style="list-style-type: none"> <li><b>AF</b> to look at Early Years outturn re. structural deficit allocation, possibility of increasing 2 year old funding rate, and Early Years FSM take up.</li> </ul>
<b>5. National Funding Consultations</b>	
<b>Discussion:</b>	
<ul style="list-style-type: none"> <li>Responses submitted by Devon LA for both national funding formula and high needs funding formula (Phase One consultations around vision and principles). Now awaiting Phase Two consultations from EFA around funding factor weighting calculations expected to be released following EU Referendum Purdah (which starts on 27 May).</li> <li>Noted consultation around 30 hour childcare / EY education entitlement closes on 3 June. Expressions of interest have been submitted relating to Early Years capital funding. Cabinet Office consultation 'Cutting Red Tape' consultation linked to 30 hour EY provision is now online.</li> <li>Government Academisation proposals have been amended since publication of White Paper, implying that schools within LAs which can no longer adequately support maintained schools will be expected to convert. Good schools within strong LAs will not be forced to convert.</li> <li>Devon Schools' Consultation event in autumn term will be planned as normal. Mid July meeting (to be set w/b 11 July) for consultation presenters (<b>HWJ</b>).</li> <li>Budget baselines for 2016/17 have been submitted to EFA, and historic commitments element to be submitted by 27 May.</li> </ul>	
<b>Key Decision / Issues for DEF</b>	Verbal update noted
<b>Actions:</b>	<ul style="list-style-type: none"> <li><b>HWJ</b> to set consultation working group meeting for mid July.</li> </ul>
<b>6. FIPS Annual Report</b>	
<b>Discussion:</b>	
<ul style="list-style-type: none"> <li>The group considered the data showing FIPS submissions over last three years.</li> <li>Noted that the number of longer-term ongoing issues considered by FIPS has increased.</li> <li>Suggested that FIPS criteria should be clearly published for reference by all schools contributing to the Contingency Fund. After discussion the group with some reservations accepted that pure 'checkbox' criteria would not be suitable, but asked that FIPS consider if it could issue the principles under which decisions are made at least to SFG. Clarity about the circumstances under which FIPS would offer loans rather than grants would be particularly welcomed.</li> <li>There were concerns about conflicting advice being given to schools about FIPS processes from different DCC officers and LDP Finance advisers. Could FIPS consider issuing a note advising schools to speak to FIPS if they want advice on its processes?</li> <li>Raised issue of schools expecting to convert to academy bringing financial concerns to FIPS prior to conversion.</li> </ul>	
<b>Key Decision / Issues for DEF</b>	Report noted
<b>Actions:</b>	<ul style="list-style-type: none"> <li><b>AF</b> to raise at FIPS issues around consistency of messages from different DCC &amp; LDP services regarding FIPS processes, and publication of FIPS</li> </ul>

principles for schools.	
<b>7. Mutual Fund Board</b>	
<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Considered 15/16 outturn position of £450k surplus. There had been a decline in the number of claims during the year.</li> <li>• It had previously been agreed that 2016/17 premiums will be retained at same level.</li> <li>• Mutual Fund Terms and Conditions have been amended to clearly state that only Devon schools, or schools linked to a Devon school through a formal collaborative arrangement will be eligible to join the mutual fund.</li> <li>• The group discussed the possibility of claims from new schools with staff with pre-existing conditions likely to lead to absence, but did not decide to change practice.</li> </ul>	
<b>Key Decision / Issues for DEF</b>	Report noted.
<b>8. Financial Planning System</b>	
<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• DAPH had raised issues around ongoing and unexpected FPS costs, and training issues.</li> <li>• AF explained that DCC had been clear with both SFG and schools about the projected costs throughout the negotiation process, and additional negotiations which had taken place for single budget MAT schools which achieved a set-up cost reduction for some schools.</li> <li>• Licence charges increased slightly (by £8) due to a slight reduction in the number of eligible schools bearing the overall charge.</li> <li>• ScoMIS support cost-setting is not within the remit of DCC – EAL or finance as it is a stand-alone Unit; discussions had taken place with ScoMIS and HCSS around cost expectations, and ultimately individual schools may choose where to purchase their support from.</li> <li>• Noted that ScoMIS had not confirmed the cost of their support package when the first training sessions took place. ScoMIS had organised the training sessions and venues, some of which were acknowledged as unsuitable for internet access.</li> <li>• Noted issues around obtaining guidance on data importing procedures; AF confirmed that this is now posted on the DCC Finance blog.</li> <li>• Schools felt that the FPS system is generally working well, and providing useful reports for the LA and Governing Bodies.</li> </ul>	
<b>Key Decision / Issues for DEF</b>	Update noted.
<b>Actions:</b>	AF to ensure FPS update is posted on Finance blog
<b>9. Items for DEF on 22 June 2016</b>	
<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• High Needs Block Funding – including recommendations approved and planned meeting on 25 May</li> <li>• DSG Outturn and carry forwards</li> <li>• FIPS Annual Report</li> <li>• National Schools Funding Formula</li> </ul>	



**SCHOOL ORGANISATION, CAPITAL & ADMISSIONS GROUP  
NOTES OF MEETING  
7 June 2016**

**ISSUES FOR DEF TO NOTE ON 22 JUNE 2016**

<b>Item 6</b>	<p><b>School Organisation – Academy Conversions</b> SOCA noted that within the School Organisation report, the LA intends to request a contribution of up to £8000 from all schools converting to academy status. This is to support LA costs, from funds released to their academy conversion.</p> <p><i>Refer also to DEF minute of 25<sup>th</sup> June 2014 ref. 697.</i></p>
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**SCHOOL ORGANISATION, CAPITAL & ADMISSIONS GROUP  
NOTES OF MEETING  
7 June 2016 at Larkbeare**

		<b>07/06/2016</b>
Chris Dyer (Chair)	DCC - Head of Built Environments	✓
Christine McNeil	DCC - School Organisation Policy Manager	✓
Fran Butler	DCC – Early Years Childcare Sufficiency Lead	✓
Andrew Brent	DCC – Policy Officer	✓
Heidi Watson-Jones	DCC - Service Support Officer (E&L)	✓
Alun Dobson	DAPH – Marwood Primary	<b>Apologies</b>
Jan Reid	DAPH – Yeo Valley Primary	✓
Caroline Boothe	DAPH – Hatherleigh Community Primary	<b>Apologies</b>
Jonathan Bishop	DAPH – Broadclyst Primary	<b>Apologies</b>
Rob Haring	DASH – Ivybridge CC	✓
Darryl Chapman	DASH – Okehampton CC	
Bronwen Caschere	SHAD - Southbrook	<b>Apologies</b>
David Treharne	DAG – Primary	✓
Ian Rogers	DAG – Secondary	✓
Tricia Blyth	Plymouth RC Diocese	<b>Apologies</b>
Christina Mabin (part 1)	Exeter Anglican Diocese (Admissions)	✓
Richard Power (part 2)	Exeter Anglican Diocese (Capital)	<b>Apologies</b>
John Staddon	TCC	✓
Steve Ryles	JCC	
<b>In attendance:</b>		
Nigel Coleman	NPS	✓

**PART ONE – ADMISSIONS**

**1. Item/Focus: Minutes of meeting held on 23 February 2016**

**Discussion:**

- CD awaiting information on Yeo Valley's placement on Capital Programme.

**Key Decision/  
Issues for DEF:**

- Minutes agreed as an accurate record

**Action**

- **Marie Stone** to provide clarification on how primary schools identify EY FSM funding income into their school budgets.

## 2. Item/Focus: Early Years & Childcare Update (Fran Butler)

### Discussion:

- **Deferred Entry** – FB clarified that EY Entitlement funding continues until the child reaches statutory school age. Requested breakdown of deferred entry by school name. Noted 66 cases last academic year, and 32 this year.
- **Take up for 2, 3 & 4 year olds** - pleased that take up is now up to 82% following Golden Ticket campaign. Golden Ticket is now available in Polish, and if any other translations are required for any EY documents, please contact Fran Butler.
- **Age Range extension** – noted schools which have consulted with DCC to extend age range from September 2016 and new governor-run pre-schools opening, increasing early years provision.
- **EY Capital** – DCC has submitted an expression of interest to DfE and will be eligible to apply for funding at the end of the year. Information gathering underway to inform submission which will aim to address geographical gaps in provision.
- **Consultations** – 30 hours provision Delivery Model, Cutting Red Tape,
- **Right to Request** – noted that if schools receive requests from parents for childcare, a form should be submitted to DCC to enable a strategic approach to local provision patterns. The form can be found online at: <https://new.devon.gov.uk/educationandfamilies/early-years-and-childcare/childcare/childcare-brokerage/unable-to-find-suitable-childcare>
- **Childcare Act 2016** – information has been sent to schools explaining childcare costs for children with SEND.
- **DEF Representation** – Wilson Forster will be the new substitute Governor EY rep.

<b>Key Decision/ Issues for EF:</b>	Report noted
<b>Action</b>	<ul style="list-style-type: none"> <li>• <b>FB</b> to provide information, by school, on instances of deferred entry.</li> <li>• <b>DT</b> to provide Fran with contact details for document translations to foreign languages.</li> <li>• <b>DAPH</b> to remind schools to inform DCC Early Years if they are approached by parents requesting additional childcare provision using the online form.</li> </ul>

## 3. Item/Focus: Admissions (Andrew Brent)

### Discussion:

- 2016 Admissions Round**  
AB to circulate data on 2016 admissions round when available.
- LA Annual Report 2016**  
Phase Associations to inform Andrew Brent of any issues or comments for inclusion in the Annual Report. Ongoing cooperation with schools around the county is welcomed.
- Consultation for 2018/19**  
LA proposed that the annual consultation will take place from 1<sup>st</sup> November to end of the Autumn term, earlier than normal, to ensure that there is time to draft the report, share and consult with own admission authority schools and go through DCC processes. C Mabin reiterated that all C of E schools *must* consult with the Diocese *prior* to this (i.e. from September). SOCA recognised the tight deadlines; AB to prepare model policy documentation during the summer ready to issue to schools on 1 September. AB and CM to meet to agree the templates.
- Composite Prospectus**  
LA will require schools to update contact details, PAN and admission criteria information for the Admissions Directory which, as last year, will be published online only. All schools are required to check that their entry is accurate and provide updates to AB. Admissions Directory can be found online at:  
[https://drive.google.com/folderview?id=0B8PUvHPQlbgifksyZGdnc1BKTUxxWHJyZVIDT19HXzJadkJVTXV3OUV5SVp2OGFXy00SE0&usp=drive\\_web](https://drive.google.com/folderview?id=0B8PUvHPQlbgifksyZGdnc1BKTUxxWHJyZVIDT19HXzJadkJVTXV3OUV5SVp2OGFXy00SE0&usp=drive_web)
- Admission Arrangements 2017/18**
  - SOCA noted that Admission arrangements 2017/18 have now been determined.
  - In response to LA decision not to accept applications for overseas children not in EEA, it has been agreed that should the child have a valid visa allowing entry to the UK then applications can be accepted from abroad. Guidance documents to be issued to all own-admissions authority schools. It is hoped that this will promote



<p>equality and allow schools as much time as possible to prepare for the admission of a child whose first language may not be English.</p> <ul style="list-style-type: none"> <li>• In the absence of confirmation from the School's Minister, SOCA noted LA position to recommend that schools agree requests for delayed admission. Position for schools regarding assessment data, where a year group includes out-of-year children, to be clarified (AB).</li> <li>• Priority admission for children of school staff - following challenge from a parent, the policy wording has been amended and circulated to all own-admission authority schools. Priority is not lawful for a member of staff who works at another school within a Federation or MAT.</li> <li>• Noted that percentage of children in Devon being admitted to preferred schools remains very high.</li> </ul>	
<b>Action</b>	<ul style="list-style-type: none"> <li>• <b>AB</b> to circulate data on 2016 admissions round when available</li> <li>• <b>Phase Associations</b> to inform AB of any inclusions required in the Annual Report by 15 June 2016.</li> <li>• <b>Phase Associations</b> to remind all schools of requirement to check and update entry in the online Admissions Directory via AB.</li> <li>• <b>AB</b> to clarify position for schools regarding potential disadvantage relating to delayed entry.</li> </ul>
<b>Key Decision/ Issues for DEF:</b>	Reports noted
<b>PART TWO – CAPITAL &amp; SCHOOL ORGANISATION</b>	
<b>4. Item/Focus: NPS Update (Nigel Coleman)</b>	
<b>Discussion:</b>	
<ul style="list-style-type: none"> <li>• Devon Maintenance Partnership 2015 onwards - service contracting has now ceased for schools no longer in the scheme, but they will still have access to C2 database.</li> <li>• Noted updated list of Service Term Contract providers, and NPS link officers, which has been circulated to schools.</li> <li>• Rob Gilbert remains main point of contact for schools with installations which are not being serviced. Phase Associations to remind schools to contact NPS regarding any new installations which will require servicing.</li> </ul>	
<b>Key Decision/ Issues for DEF:</b>	Report noted
<b>Action</b>	<b>Phase Associations</b> to remind schools to inform NPS (Rob Gilbert <a href="mailto:rob.gilbert@nps.co.uk">rob.gilbert@nps.co.uk</a> ) if any installations have been added to their premises and not yet serviced which will need to be added to the contract.
<b>5. Item/Focus: Capital Programme Update (Chris Dyer)</b>	
<b>Discussion:</b>	
<ul style="list-style-type: none"> <li>• SOCA had previously requested updates on Trust School transfers; currently 63 transfers to go through the process, with 10 having recently been completed. Noted that some schools' solicitors are not responding promptly to DCC legal team requests, which is causing delays. Noted that some very old trust transfer requests may not have been picked up through the new system; all schools with issues regarding Trust transfers to contact Jackie Taylor in Built Environments.</li> <li>• EFA Asbestos Surveys for maintained schools – LA had been asked to follow up with schools that had not responded directly to EFA. 130 maintained schools failed to respond in this round, and phase associations were asked to prompt schools to ensure a return is made to the next EFA asbestos survey when issued.</li> <li>• Capital Programme – working towards Summer holiday programme. CD to respond directly to Yeo Valley regarding roof works.</li> <li>• Noted National Audit Office survey during June to look at how schools capital funding is deployed. Chris Dyer and Simon Niles to be involved.</li> </ul>	

<b>Action</b>	<p><b>Phase Associations</b> to request that all schools with any issues regarding Trust transfer should make contact with Jackie Taylor in Built Environments team (<a href="mailto:Jackie.taylor@devon.gov.uk">Jackie.taylor@devon.gov.uk</a>)</p> <p><b>Phase Associations</b> to request that all schools provide a return to the EFA Asbestos Survey when requested.</p> <p><b>CD</b> to respond directly to Yeo Valley regarding capital programme works.</p>
<b>Key Decision/ Issues for DEF:</b>	Update noted
<b>6. Item/Focus: School Organisation Update (Christine McNeil)</b>	
<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• <b>JS</b> raised issue re. Whipton Barton schools operating under Ted Wragg Trust which are not part of the Academy; noted that they are being advised by the Trust but it was confirmed they are not academy schools.</li> <li>• <b>DASH</b> welcomed appointment of Rebecca Clark as Regional Schools Commissioner, who has close links with education and schools in Devon, and a commitment to small rural primary schools.</li> <li>• <b>White Paper</b> New Guidance on School Organisation procedures has been issued including statutory consultation for change of age ranges for one year or more for community schools.</li> <li>• <b>Academy Conversions</b> – SOCA noted that DCC will now request up to £8,000 from all schools converting to academy status.</li> <li>• <b>Closures</b> – Rural Schools Task Group has now met. Sutcombe Primary to close on 31.8.16.</li> <li>• Noted details of the <b>School Organisation Cross Border Liaison Group</b> whose discussions have included consultation on term dates. Torbay has already implemented a 2-week October break, and noted potential issues, including childcare provision, where neighbouring school terms do not align. DASH welcomed the cross border discussions, and was clear that proposals should be focused on children's learning patterns. SOCA considered issues around mental wellbeing for vulnerable children, and difficulties for individuals, particularly very young children who find it difficult to return to learning routines after a long summer break.</li> <li>• DAPH raised potential issues around next academic year's early end to Autumn Term and early January return.</li> <li>• CM currently working on <b>Education Investment Plan</b> and a draft will be circulated soon.</li> <li>• Noted Simon Niles has met with DASH to discuss <b>school place planning</b> issues in secondary sector. Data to be circulated to the group. SN to hold discussions with schools to consider plans to meet future demographic and housing growth.</li> <li>• The group discussed staffing recruitment issues across all Phases, including difficulties in recruiting to Early Years courses at FE. SOCA discussed implications of achieving expected floor targets in Primary sector, including addressing parental expectations for readiness for secondary school.</li> <li>• Noted position in the capital programme for Basic Need.</li> </ul>	
<b>Key Decision/ Issues for DEF:</b>	Report noted
<b>Action:</b>	School Planning data to be circulated to SOCA. <b>CMcN</b>

**Next Meeting:** 9.30am on 27 September 2016 at Larkbeare.