

Phil Norrey  
Chief Executive

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To: The Chair and Members of the  
Cabinet

County Hall  
Topsham Road  
Exeter  
Devon  
EX2 4QD

(See below)

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Your ref :  
Our ref :

Date : 5 December 2017  
Please ask for : Karen Strahan, 01392 382264

Email: karen.strahan@devon.gov.uk  
:

## **CABINET**

Wednesday, 13th December, 2017

A meeting of the Cabinet is to be held on the above date at 10.30 am in the Committee Suite - County Hall to consider the following matters.

P NORREY  
Chief Executive

## **AGENDA**

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

1 Apologies for Absence

2 Minutes

Minutes of the meeting held on 8 November 2017 (previously circulated).

3 Items Requiring Urgent Attention

Items which in the opinion of the Chair should be considered at the meeting as matters of urgency.

4 Announcements

5 Petitions

6 Question(s) from Members of the Council

### **FRAMEWORK DECISION**

Nil

## **KEY DECISIONS**

### 7 Target Budget 2018/2019

Report of the County Treasurer ([CT/17/106](#)) on the impact of the Provisional Local Government Settlement for the forthcoming year on the preparation of the 2018/2019 budget and affirmation / reaffirmation of service expenditure targets. Report to follow.

*Electoral Divisions(s): All Divisions*

## **MATTERS REFERRED**

### 8 Treasury Management Mid Year Stewardship Report (Pages 1 - 6)

Report of the County Treasurer (CT/17/103) outlining the Council's Treasury and Debt Management activities during the first half of the 2017/18 financial year previously considered and endorsed by the Corporate Infrastructure and Regulatory Services Scrutiny Committee on 28 November 2017, attached.

*Electoral Divisions(s): All Divisions*

### 9 Reference to Committee: Health and Adult Care Scrutiny Committee - Position Statement (Budget 2017/18) for Public Health and Adult Commissioning and Health

In considering the [Report](#) of the Chief Officer for Communities, Public Health, Environment and Prosperity and also the [Report](#) of the Head of Adult Commissioning and Health, on how the Council's strategic objectives were being delivered, the mid-year budget position and future strategic issues for this service area, the Health and Adult Care Scrutiny Committee at its meeting on 21 November 2017 (Minute 26) resolved that *'the Cabinet be requested to lobby Government for 'fair funding' in respect of both the County Council's Public Health Grant and for Adult Social Care and Health Services'*.

**Recommendation:** That the views of the Health and Adult Care Scrutiny Committee be welcomed and endorsed and Cabinet make representations, as appropriate, in respect of the County Council's Public Health Grant and for Adult Social Care and Health Services.

*Electoral Divisions(s): All Divisions*

### 10 Reference to Committee: Children's Scrutiny Committee - In Year Budget Briefing

In considering the [Report](#) of the Chief Officer for Children's Services (CS/17/34) on the areas of specific pressures on budgets, potential under and over-spending in the current financial year and on action being taken at its meeting on 16<sup>th</sup> November 2017 (Minute 23) resolved that the *'Cabinet be recommended to lobby Government on updating legislation regarding school transport due to the large pressures faced by rural counties in providing specialist transport provision.*

**Recommendation:** That the views of the Children's Scrutiny Committee be welcomed and Cabinet make representations, as appropriate, with regard to the updating of legislation on school transport (in light of the pressures faced by rural counties in specialist transport provision), but noting also the potential constraints of the parliamentary timetable.

*Electoral Divisions(s): All Divisions*

11 Reference from Committee: Corporate Infrastructure and Regulatory Services Scrutiny Committee - Local Policing Spotlight Review

In considering the [Report](#) of the Spotlight Review on the Impact of Changes to Local Policing and consideration of the potential impact that changes to local policing may have, the Corporate Infrastructure and Regulatory Services Scrutiny Committee at its meeting on 28<sup>th</sup> November 2017 (Minute 35) resolved that the *'the report and recommendations of the Spotlight Review be endorsed and commended to the Cabinet, subject to an additional bullet point at Recommendation 5 to read, "in partnership with the County Council, push for the powers of Civil Enforcement Officers to be extended, to allow them to deal with static and moving traffic offences"'*.

**Recommendation:** that the Corporate Infrastructure and Regulatory Services Scrutiny Committee be thanked for its Spotlight review and the report and recommendations of the review be endorsed, including the additional bullet point at Recommendation 5 to read, "in partnership with the County Council, push for the powers of Civil Enforcement Officers to be extended, to allow them to deal with static and moving traffic offences".

Cabinet will forward the report and recommendations to the Chief Constable and the Police & Crime Commissioner (PCC) for Devon & Cornwall Police, for their consideration and request the report be fed into the Police's Project Genesis review.

*Electoral Divisions(s): All Divisions*

**STANDING ITEMS**

12 Question(s) from Members of the Public

13 Minutes (Pages 7 - 26)

Minutes of the bodies shown below are circulated herewith for information or endorsement as indicated therein:

- i) Devon Authorities Strategic Waste Committee – 1 November 2017
- ii) SACRE – 15 November 2017
- iii) Devon Audit Partnership – 15 November 2017
- iv) Devon Education Forum – 23 November 2017 – Cabinet is asked to endorse Minute 54(a) i-iv on proposals for the 2018-19 schools revenue funding formula.

[NB: Minutes of [County Council Committees](#) are published on the Council's Website:  
Minutes of the [Devon Education \(Schools\) Forum](#):  
Minutes of the [South West Waste Partnership](#)  
Minutes of the [Devon & Cornwall Police & Crime Panel](#)

14 Delegated Action/Urgent Matters (Pages 27 - 28)

The Registers of Decisions taken by Members under the urgency provisions or delegated powers will be available for inspection at the meeting in line with the Council's Constitution and Regulation 13 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. A summary of such decisions taken since the last meeting is attached.

15 Forward Plan (Pages 29 - 36)

In accordance with the Council's Constitution, the Cabinet is requested to review the list of forthcoming business (previously circulated) and to determine which items are to be defined as key and/or framework decisions and included in the Plan from the date of this meeting.

[NB: The Forward Plan is available on the Council's website at: <http://democracy.devon.gov.uk/mgListPlans.aspx?RPId=133&RD=0&bcr=1> ]

**PART II - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC**

Nil

*Notice of all items listed above have been included in the Council's Forward Plan for the required period, unless otherwise indicated. The [Forward Plan](#) is published on the County Council's website.*

*Notice of the decisions taken by the Cabinet will be sent by email to all Members of the Council within 2 working days of their being made and will, in the case of key decisions, come into force 5 working days after that date unless 'called-in' or referred back in line with the provisions of the Council's Constitution. The Minutes of this meeting will be published on the Council's website, as indicated below, as soon as possible.*

*Members are reminded that Part II Reports contain confidential information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s).*

*Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Democratic Services Officer at the conclusion of the meeting for disposal.*

**Membership**

Councillors J Hart (Chair), S Barker, J Clatworthy, R Croad, A Davis, S Hughes, A Leadbetter, J McInnes and B Parsons

**Cabinet Member Remits**

Councillors Hart (Policy & Corporate), Barker (Economy & Skills), Clatworthy (Resources & Asset Management), Croad (Community, Public Health, Transportation & Environmental Services), Davis (Infrastructure Development & Waste), S Hughes (Highway Management), Leadbetter (Adult Social Care & Health Services), McInnes (Children's Services & Schools) and Parsons (Organisational Development & Digital Transformation)

**Declaration of Interests**

Members are reminded that they must declare any interest they may have in any item to be considered at this meeting, prior to any discussion taking place on that item.

**Access to Information**

Any person wishing to inspect the Council's / Cabinet Forward Plan or any Reports or Background Papers relating to any item on this agenda should contact Karen Strahan, 01392 382264. The Forward Plan and the Agenda and Minutes of the Committee are published on the Council's Website and can also be accessed via the Modern.Gov app, available from the usual stores.

**Webcasting, Recording or Reporting of Meetings and Proceedings**

The proceedings of this meeting may be recorded for broadcasting live on the internet via the 'Democracy Centre' on the County Council'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 more information go to: <http://www.devoncc.public-i.tv/core/>

In addition, anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chair. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chair or the Democratic Services Officer in attendance so that all those present may be made aware that is happening.

Members of the public may also use Facebook and Twitter or other forms of social media to report on proceedings at this meeting. An open, publicly available Wi-Fi network (i.e. DCC) is normally available for meetings held in the Committee Suite at County Hall. For information on Wi-Fi availability at other locations, please contact the Officer identified above.

**Questions to the Cabinet / Public Participation**

A Member of the Council may ask the Leader of the Council or the appropriate Cabinet Member a question about any subject for which the Leader or Cabinet Member has responsibility.

Any member of the public resident in the administrative area of the county of Devon may also ask the Leader a question upon a matter which, in every case, relates to the functions of the Council. Questions must be delivered to the Office of the Chief Executive Directorate by 12 noon on the fourth working day before the date of the meeting. For further information please contact Karen Strahan on 01392 382264 or look at our website at: <http://new.devon.gov.uk/democracy/guide/public-participation-at-committee-meetings/>

**Emergencies**

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**Mobile Phones**

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If you need a copy of this Agenda and/or a Report in another format (e.g. large print, audio tape, Braille or other languages), please contact the Information Centre on 01392 380101 or email to: [centre@devon.gov.uk](mailto:centre@devon.gov.uk) or write to the Democratic and Scrutiny Secretariat at County Hall, Exeter, EX2 4QD.



Induction loop system available

## **NOTES FOR VISITORS**

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**SatNav** – Postcode EX2 4QD

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### **Access to County Hall and Public Transport Links**

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The nearest mainline railway stations are Exeter Central (5 minutes from the High Street) and St David's and St Thomas's both of which have regular bus services to the High Street. Bus Service H (which runs from St David's Station to the High Street) continues and stops in Wonford Road (at the top of Matford Lane shown on the map) a 2/3 minute walk from County Hall, en route to the RD&E Hospital (approximately a 10 minutes walk from County Hall, through Gras Lawn on Barrack Road).

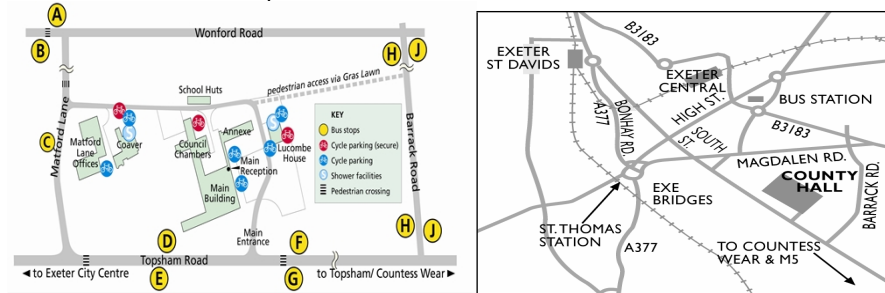
### **Car Sharing**

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### **Car Parking and Security**

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As indicated above, parking cannot be guaranteed and visitors should allow themselves enough time to find alternative parking if necessary. Public car parking can be found at the Cathedral Quay or Magdalen Road Car Parks (approx. 20 minutes walk). There are two disabled parking bays within the visitor car park. Additional disabled parking bays are available in the staff car park. These can be accessed via the intercom at the entrance barrier to the staff car park.



**NB**   Denotes bus stops

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### **First Aid**

Contact Main Reception (extension 2504) for a trained first aider.

## Treasury Management - Mid Year Stewardship Report 2017/18

### Report of the County Treasurer

All recommendations contained in this report are subject to confirmation by the Committee before taking effect.

**Recommendation: That the Committee consider whether it wishes to draw to the attention of the Cabinet any observations on the Treasury Management Mid Year Stewardship Report.**

#### 1. Introduction

- 1.1. The County Council has adopted the CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management in the Public Services. A revised Code of Practice was published by CIPFA in November 2011 and a revised Policy Statement and Treasury Management Practices (TMPs) were agreed by Council in February 2017. The Treasury Management and Investment Strategy for 2017/18 was agreed by Council in February 2017 and forms part of the published budget book.
- 1.2. The purpose of this report is to inform members of any key matters arising from the Council's Treasury and Debt Management activities during the first seven months of the 2017/18 financial year. It is intended to enable members to ensure that agreed policy is being implemented. This report, together with any comments offered by this committee, will be considered by Cabinet on 13<sup>th</sup> December.

#### 2. Borrowing Strategy for 2017/18 – 2019/20

- 2.1. The overall aims of the Council's borrowing strategy are to achieve:
  - Borrowing at the lowest rates possible in the most appropriate periods;
  - The minimum borrowing costs and expenses;
  - A reduction in the average interest rate of the debt portfolio.
- 2.2. The Medium Term Financial Strategy assumes that, over the three year period, no new long-term borrowing will be required, although this will be kept under review. The majority of the capital programme is funded by capital grants or use of capital receipts. Some use is made of internal borrowing from the Council's cash resources, and prudent management of the capital programme aims to ensure that there is no requirement to take on additional external borrowing.
- 2.3. If short-term borrowing is required to aid cashflow, this will be targeted at an average rate of 0.4%.

#### 3. Implementation of the borrowing strategy in 2017/18

- 3.1. Active treasury management and the maintenance of levels of liquidity have ensured that no short term borrowing required has been required for the financial year to date. Cash positions are monitored daily and modelled over a monthly horizon to ensure that anticipated liquidity levels are forecast accurately.

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- 3.2. In accordance with the Medium Term Financial Strategy no long term external borrowing has been undertaken this financial year. Instead all borrowing required to fund capital expenditure has been funded by internal cash balances. This position will be kept under review, but the expectation remains that no new external borrowing will be required during the three year period.
- 3.3. At 31<sup>st</sup> October 2017 the level of long term debt is £507.85m as detailed in the table below.

## Analysis of Long Term Debt

	Actual 31.03.17 £'m	Interest Rate %	Actual 31.10.17 £'m	Interest Rate %
<b>Fixed Rate Debt</b>				
PWLB	436.35	4.99	436.35	4.99
Money Market	71.50	5.83	71.50	5.83
<b>Variable Debt</b>				
PWLB	0.00		0.00	
Money Market	0.00		0.00	
<b>Total External Borrowing</b>	<b>507.85</b>	<b>5.11</b>	<b>507.85</b>	<b>5.11</b>

- 3.4. It should be noted that the long term debt figure presented in the Statement of Accounts will be different than the figure stated above. This difference is due to an accounting standard adjustment which requires us to record the value of our long term debt at its Net Present Value in the Statement of Accounts. The Money Market loans, or LOBOs (Lender Option Borrower Option), have stepped interest rates and are revalued annually based on the effective interest rate for the duration of the loan. This revaluation has the effect of smoothing the stepping of the interest over the life of the loans.
- 3.5. The majority of the Council's borrowing is from the Public Works Loan Board (PWLB); however, there are three outstanding LOBO loans, totalling £46.5 million and one fixed loan valued at £25m (previously a LOBO), as shown in the above table. These are historic loans which were all taken out over thirteen years ago, at an initial lower rate of interest that then stepped up to a higher rate after the initial period. There is no further stepping built into any of the loans, but the lenders of the LOBOs have the option to increase the interest rate at each half year date. If the lender exercises this option, the Council would then have the option of repaying the loan in full, incurring no early repayment premium, or to continue making repayments at the higher rate of interest. Given the current level of interest rates it is unlikely that this will happen for many years.
- 3.6. No opportunities have arisen during this financial year to repay outstanding debt without incurring substantial premium penalties, which would negate any benefit of repaying the debt. The PWLB sets premature repayment rates and, where the interest rate payable on a current loan is higher than the repayment rate, the PWLB policy imposes premium penalties for early repayment. With current low rates of interest these penalties would be of a significant cost. Therefore it will only make financial sense to repay debt early if the PWLB changes its current policy, or if interest rates rise and cancel out the repayment premiums.



## 4. Investment Strategy in 2017/18

- 4.1. The investment performance of the County Council's cash continues to be affected by the low interest rates currently available, and the returns on the County Council's cash investments are forecast to remain at low levels for the foreseeable future. The Treasury Management Strategy will continue to ensure a prudent and secure approach.
- 4.2. The overall aim of the Council's investment strategy is to:
- Limit the risk to the loss of capital;
  - Ensure that funds are always available to meet cash flow requirements;
  - Maximise investment returns, consistent with the first two aims;
  - Review new investment instruments as they come to the Local Authority market, and to assess whether they could be a useful part of our investment process.

## 5. Implementation of the investment strategy in 2017/18

- 5.1. The following table shows the County Council's fixed and variable rate investments as at the start of the financial year and as at 31<sup>st</sup> October 2017:

### Schedule of Investments

		Actual	Interest	Actual	Interest
		31.03.17	Rate	31.10.17	Rate
		£'m	%	£'m	%
Maturing in:					
<b>Bank, Building Society &amp; MMF Deposits</b>					
<b>Fixed Rates</b>					
Term Deposits	< 365 days	66.50	0.66	62.50	0.56
	365 days & >	0.00		0.00	
Callable Deposits					
<b>Variable Rate</b>					
Call & Notice Accounts		30.00	0.75	90.00	0.44
Money Market Funds (MMF's)		20.74	0.29	38.97	0.30
<b>Property Fund</b>		10.00	4.45	10.00	4.27
<b>All Investments</b>		<b>127.24</b>	<b>0.92</b>	<b>201.47</b>	<b>0.64</b>

- 5.2. The figure as at 31<sup>st</sup> March 2017 includes approximately £14.3m related to the Growing Places Fund (GPF). This figure was approximately £13.4m as at 31<sup>st</sup> October 2017. Devon County Council has agreed to be the local accountable body for the GPF, which has been established by the Department for Communities and Local Government to enable the development of local funds to address infrastructure constraints, promoting economic growth and the delivery of jobs and houses. The Council is working in partnership with the Local Economic Partnership, and interest achieved on the GPF funds, based on the average rate achieved by the Council's investments, will accrue to the GPF and not to the County Council.
- 5.3. The value of the Council's investments as at 31<sup>st</sup> October reflect the fact that cash balances tend to increase during the first half of the year as Government grants and other income are received, before tapering back down again during the latter part of the financial year.
- 5.4. Following the outcome of the EU referendum in June 2016, the Bank of England reduced the base rate from 0.5% to 0.25%, following concerns about the impact of the result on the

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wider economy. As a result of this and other global concerns that have impacted on banks, rates have continued to fall. This has had an impact on the investment returns that we have been able to achieve. The average interest rate earned on investments, excluding the CCLA property fund, for the 7 months to 31<sup>st</sup> October 2017 was 0.53%, against a full year budget target return of 0.40%. Following the Bank of England's decision at the beginning of November to return the base rate back up to 0.5%, there are signs that rates are beginning to increase marginally. The CCLA property fund has yielded an average rate of 4.30% for the same period against a full year budget target of 4.50%. The combined total return from all investments was 0.73%.

- 5.5. Revenue lending during the current year to date, including the use of term deposits, call accounts, money market funds and the CCLA property fund, has earned interest of £769,000 against a full year budget of £750,000. The budget for investment income will be achieved for the full financial year. The surplus income has resulted from cash balances during the year to date being higher than anticipated, plus a higher average rate being achieved than budgeted for.
- 5.6. The County Council continues to adopt a very prudent approach to counterparties to whom the County Council is willing to lend. As a result only a small number of selected UK banks, building societies and money market funds and Non-Eurozone overseas banks in highly rated countries have been used, subject to strict criteria and the prudent management of deposits with them. A longer-term investment of £10m has also been made in the CCLA (Churches, Charities and Local Authorities) Property Fund.
- 5.7. The lending policy is kept under constant review with reference to strict criteria for inclusion in the counterparty list. All lending has been carried out in accordance with the Council's Treasury Management Strategy and with institutions on the list of approved counterparties. There have been no breaches of credit limits.

## 6. Minimum Revenue Provision (MRP)

- 6.1. Each year the Council has a statutory obligation to charge to the revenue account an annual amount of Minimum Revenue Provision (MRP), which is a charge to make provision for the repayment of the authority's external debt and internal borrowing. The charge is based on the historic borrowing required to fund the Council's capital programme.
- 6.2. The current policy, following a review in 2015/16 is to charge MRP in equal instalments over the life of the asset benefiting from the capital spend. The budgeted MRP for 2017/18 is £18.4m.

## 7. Prudential Indicators

- 7.1. Linked to its Treasury Management Strategy, the County Council is required to monitor its overall level of debt in line with the CIPFA Code of Practice. Part of the code requires consideration of a set of Prudential Indicators in order to allow the Council to form a judgement about the affordable, prudent and sustainable level of debt.
- 7.2. The purpose of the indicators is to demonstrate that:
  - Capital expenditure plans are affordable;
  - All external borrowing and other long term liabilities are within prudent and sustainable levels;

- Treasury management decisions are taken in accordance with professional good practice.

7.3. Three Prudential Indicators control the overall level of borrowing. They are:

- **The Authorised Limit** - this represents the limit beyond which any additional borrowing is prohibited until the limit is revised by the County Council. Revision may occur during the year if there are substantial and unforeseen changes in circumstances, for example, a significant delay in achieving forecast capital receipts. In normal circumstances this limit will not require revision until the estimate for 2018/19 is revised as part of the 2018/19 budget process.
- **The Operational Boundary** – this indicator is based on the probable external debt and other long term liabilities during the year. Variations in cash flow may lead to occasional, short term breaches of the Operational Boundary that are acceptable.
- **The Underlying Borrowing Requirement to Gross Debt** - the Council also needs to ensure that its gross debt does not, except in the short term, exceed the total of the Capital Financing Requirement.

7.4. During the Budget process, the following Borrowing Limits were set for 2017/18

- Maximum borrowing during the period (**Authorised Limit**) - £881.93m
- Expected maximum borrowing during the year (**Operational Boundary**) - £856.93m
- Maximum amount of fixed interest exposure (as a percentage of total) - 100%
- Maximum amount of variable interest exposure (as a percentage of total) - 30%

7.5. Members are asked to note that for 2017/18 to date, the Council has remained within its set Borrowing Limits and has complied with the interest rate exposure limits.

## 8. Prospects for 2018/19

8.1. Economic forecasting remains difficult with so many external influences weighing on the UK. Bank rate forecasts will be liable to further amendment depending on how economic data and developments in financial markets transpire over the next year. Forecasts for average earnings beyond the three year time horizon will be heavily dependent on economic and political developments. Volatility in bond yields is likely to endure as investor fears and confidence ebb and flow between favouring relatively more “risky” assets i.e. equities, or the “safe haven” of government bonds.

8.2. At the beginning of November the Bank of England Monetary Policy Committee decided to remove the post EU referendum emergency monetary stimulus implemented in August 2016 and restore the Base Rate to 0.5%. At the same time they also gave forward guidance that they expected to increase Bank Rate only twice more in the next three years to reach 1.0% by 2020.

8.3. The overall longer run trend is for gilt yields and PWLB rates to rise, albeit gently. A world economic recovery will likely see investors switching from the safe haven of bonds to equities. However, the outlook remains extremely uncertain. Risks to the downside include:

- Continuing uncertainty as a result of Brexit.

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- Geopolitical risks, especially North Korea, but also in Europe and the Middle East, which could lead to increasing safe haven flows.
- A resurgence of the Eurozone sovereign debt crisis, possibly Italy, due to its high level of government debt, low rate of economic growth and vulnerable banking system.
- Weak capitalisation of some European banks.
- Rising protectionism under President Trump
- A sharp Chinese downturn and its impact on emerging market countries

8.4. In view of this, it is likely that the target investment return for 2018/19 for bank, building society and money market deposits will be set at a slightly higher level than the 0.40% target for 2017/18, but will depend on whether we see any further moves in interest rates over the next month or so following the increase in the Bank of England Base Rate. We expect to achieve a higher rate of return in the region of 4.0% to 4.5% for the CCLA property fund.

## 9. Summary

- 9.1. No long term borrowing has been undertaken to date in 2017/18. The expectation is that no new borrowing will be required during the remainder of the 2017/18 financial Year.
- 9.2. No short term borrowing has been undertaken to date in 2017/18. The expectation is that no new borrowing will be required during the remainder of the 2017/18 financial Year.
- 9.3. Investment income is forecast to over-achieve against the budget target of £750,000 in 2017/18.

Mary Davis

Electoral Divisions: All

Local Government Act 1972

List of Background Papers – Nil

Contact for Enquiries: Mark Gayler / Dan Harris

Tel No: (01392) 383621 Room G97 / G99

## DEVON AUTHORITIES STRATEGIC WASTE COMMITTEE

1 NOVEMBER 2017

Present:-

Councillors Wood (Chair), A Davis, R Gilbert, K Lake, R Sampson, Wright, R Cann and C Eginton

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**Minutes**

**RESOLVED** that the minutes of the meeting held on 28 June 2017 be signed as a correct copy.

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**Items Requiring Urgent Attention**

There was no item raised as a matter of urgency.

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**Chair's Announcements**

The Chair made the following announcements, namely:

(a) the Committee had received a Quality Award in recognition of the high quality paper collected and supplied;

(b) Principal Waste Manager, Annette Dentith, had completed 35 years of service with Devon County Council; and

(c) Nominations had now opened for the annual Thank You Awards for Devon Recycling Heroes.

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**Waste Statistics 2016/17**

The Committee received the Report of the Chief Officer for Highways, Infrastructure and Waste (HIT/17/73) giving an overview of Devon Authorities' recycling performance for 2016/17, relating to household waste, waste growth and waste arisings. As Waste Disposal Authority, Devon had achieved its highest ever recycling rate of 55.7%.

The Savings Sharing Scheme had now completed its first year and those authorities having signed up so far included Mid Devon, Teignbridge, East Devon and North Devon.

The Chief Officer reported that East Devon District Council was now one of 20 local authorities nationally that had introduced three-weekly collections.

\* 15

**'Three-weekly Collections - it's not just about frequency'**

The Recycling and Waste Contracts Manager at East Devon District Council gave a presentation on the roll-out of its three-weekly residual collection service to 68,000 households in East Devon, where recycling and food waste was collected on a weekly basis and the residual waste bins moved from a fortnightly collection to once every three weeks.

The presentation covered the following, in particular:-

- aiming to increase the range of recyclable material; increase collection capacity, and provision and support for AHP (absorbent hygiene products) to achieve a reduction in residual waste;

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DEVON AUTHORITIES STRATEGIC WASTE COMMITTEE

1/11/17

- two trial areas were identified in the Colony, Exmouth (terraced properties) and in Feniton (about 1,400 properties);
- face-to-face communication together with a comprehensive media campaign to reassure residents during the trial was extremely beneficial;
- post-trial figures showed that food collection increased by 60%, recyclables increased by 64% and overall there was an increase of 63%;
- the trial having informed the contract tender, a 10 year contract was awarded to Suez;
- service roll-out to the remaining 68,000 households was undertaken in two phases and revealed an 8% decrease overall in residual waste from September 2016; and
- the roll-out was successful and figures showed that the recycling rate had increased from 44% in 2016 to 57% in 2017 (excluding garden waste).

In discussion with Members and the Recycling Waste and Contracts Manager, the following points were made:-

- the smooth running of the trial and roll-out was due to good investment and staff resource initially, and doing as much as possible in-house to keep costs down; and
- the trigger for change followed a customer survey that asked for better service and increased recycling.

\* 16

## **Budget Proposals 2018/19 and Progress with Litter**

The Committee received the Report of the Chief Officer for Highways, Infrastructure Development and Waste (HIW/17/74) summarising the options for the proposed funding allocations for 2018/19, the new Waste and Recycling Advisors' contract and bids for the funding of 'Reuse credits' and 'Don't let Devon go to Waste' campaign, together with details of the Waste Composition Analysis Contract to which the 2016/17 underspend was allocated.

Presentations were given to describe progress and future plans for 'Don't let Devon Go to Waste' and 'Reuse Credits' and Teignbridge District Council presented their Pilot Litter Prevention Campaign.

Members considered the two options outlined in the Report and discussed the following:-

- Devon was not prepared to fund £5,383 as per Option 1 in the Report, having already provided £3,200 towards the cost of the waste analysis contract;
- the possibility of funding the shortfall (£2,183) from District Town and Parish Fund (TAP) and/or Members' locality budgets;
- reducing the Litter campaign budget to £6,800; and
- funding from other sources, i.e. fast food chains.

It was **MOVED** by Councillor Wood, **SECONDED** by Councillor Davis and

**RESOLVED** that funding Option 1 in the Report be adopted as the proposed 2018/19 Devon Authorities Strategic Waste Committee budget, subject to:

(a) the budget allocation for the Litter campaign being reduced to £6,800, making a total budget allocation of £182,800; and

(b) Devon's contribution being reduced to £2,183.

\* 17 **Deposit Return Scheme (Minute 6(c)/28 June 2017**

The Chief Officer for Highways, Infrastructure Development and Waste reported that work on the implications of a Deposit Return Scheme (DRS) had progressed further. A consultant had now reported on the potential impact of a DRS on local authorities. There appeared to be many unknowns with both positive and negative impacts on different parties (including Waste Collection Authorities, Waste Disposal Authorities, and the public) which made it difficult to reach any conclusions. The Government had put out a call for evidence, the results of which would be published in due course. Given the complexity of the impacts, it was considered that it would be better to wait for these results and further information coming to light so that an informed view could be made by this Committee.

**RESOLVED** that a report be presented to this Committee following publication of the results of the Government's call for evidence on a DRS so that an informed view could be made.

\* 18 **Future Meetings**

7 February 2018, 27 June 2018, 31 October 2018 and 6 February 2019.

The County Council Calendar of meetings is available on the website:  
<http://democracy.devon.gov.uk/ieListMeetings.aspx?CId=294&Year=0>

**\*DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 2.15 pm and finished at 4.10 pm

# Agenda Item 13



## STANDING ADVISORY COUNCIL FOR RELIGIOUS EDUCATION

15 November 2017

Present:-

Group A: Christian and Other Religion and Belief Communities (with the exception of the Church of England)

K Denby, R Halsey, B Lane and N Nation, G Winnall

Group B: The Church of England

C Hulbert (Chairman), R Ingrouille and M Dearden

Group C: Teachers' Associations

J Goody, P Hammett, W Harrison, L Clay and E Mihos

Group D: The County Council

E Brennan, I Chubb, P Colthorpe and M Squires

Co-opted Members

J Roberts, S Spence and B Twiggs

Advisor

E Pawson

Apologies:-

M Hext, R Nathwani, J Taylorson, T Wilson, P Cornish, S Shute, J Marshall, G Hook and Councillor C Channon

### 15 **Minutes**

**RESOLVED** that the minutes of the meeting held on 7 June 2017 be signed as a correct record save for the deletion of the two duplicated paragraphs at the end of item 3.

### 16 **Items Requiring Urgent Attention**

There was no item raised as a matter of urgency.

### 17 **Devon SACRE Membership Update**

Mr Pawson reported on Membership of the Committee as follows:-

Group A

K Chape (Baptist Representative) had stood down and should be removed from the list and C Singh (Sikh representative), having not been in attendance for some time, should also be removed.

Group B

Ms Ruth Ingrouille, Mr Alex Parkes and Ms Sandra Gill be welcomed and included; and E Pawson should not be included in this list.

Group C

There was at present no representation from Voice, but this was to be looked into.

Co-opted Members

P Fletcher would no longer be attending and should be removed from the list and also J Marshall, who had resigned.

It was recommended that Ms Belinda Twiggs, an RE teacher at St Michael's Primary School in Kingsteignton, be considered as a Co-opted Members of the Committee.

It was **MOVED** by G Winnall, **SECONDED** by R Halsey and

**RESOLVED** that Belinda Twiggs be constituted as a Co-opted Member of the Committee.

**18** **Holocaust Memorial Day 2018: Planning**

Mr Pawson delivered a presentation on the Holocaust Memorial Day, themed 'The Power of Words', setting out the timetable of events.

On Saturday 27 January there would be a free Exhibition taking place at the Guildhall, Exeter during the day; and a Choral event in the evening at the Mint Church, Exeter with the Brent Singers performing a piece written by Buckfast Abbey's Director of Music, Philip Arkwright, as well as a performance from the Cullompton Community Choir.

On Monday 29 January, the Opening Ceremony would take place with the Lord Mayor of Exeter and representatives from Devon County Council, Exeter Cathedral, Devon SACRE and St Thomas School Choir, with various other events taking place during the day, including guided walks, film showings, talks, culminating with the Closing Ceremony at 3.30pm. Mr Pawson asked that everyone encourage attendance.

On Thursday 1 February at Exeter Cathedral in the evening, there would be a Recital and Survivor Talk by Anita Lasker-Wallfisch (one of the few surviving members of the Auschwitz) and Raphael Wallfisch (world-renowned cellist). Booking was now open through the Exeter Cathedral website. A retiring collection would be made on the night and the money raised would be for victims of genocide.

Mr Pawson was happy to report that fundraising so far had reached £5,747, out of a target figure of £6,160. Generous funding in part had come from Exeter City Council and Devon County Councillors' locality budgets. Funds were also hoped to be received from the Bad Homburg twinning appeal; and the Rougemont Hotel had kindly offered two rooms free of charge.

Mr Pawson asked that if anyone was interested in helping on the day to please contact him.

The Committee extended its thanks to Mr Pawson for all of his hard work and commitment in co-ordinating the event.

**19** **Learn/Teach/Lead Religious Education (LTLRE): Conference and Hub Groups Update**

Mr Pawson reported on the positive feedback following the 6<sup>th</sup> Annual LTLRE Conference in October. The comments and suggestions received were circulated at the meeting and showed that the Conference had been a real success in having achieved its objectives.

Discussion points included:-

- the possibility of moving the Conference date for next year and the need for additional funding as a result of the reducing Trust fund;
- Linda Rudge had now completed her contract as Programme Director with LTLRE and the role was now taken on by hub leaders giving them opportunities for progressing into leadership roles; and

- the usefulness of the hub sessions for after-school networking and utilising the local talent.

## 20 **Interfaith focus: Interfaith Week 2017, Interfaith Conference 2018**

Mr Roberts reported on the planning for the 2018 Conference where a date had been confirmed of Saturday 14 April 2018 at the Mint Church, Exeter. The Bishop of Crediton (Sarah Mullally) had confirmed her attendance as Speaker. It would be entitled '*Keeping Body and Soul Together*' - an exploration of the place of spirituality in healthcare from different faith and belief perspectives. Support was needed to provide all faith points of view, especially Hindu and Muslim faiths.

In discussion with Members, the following points were raised:

- the educational angle and its particular relevance to Schools;
- the significance of mental health issues; and
- the suggestion of Jacqueline Watson, a Humanist and Researcher in Spirituality, as a contributor.

## 21 **Reviewing SACRE Documentation: Collective Worship and RE Agreed Syllabus**

Mr Pawson reported that the Devon SACRE publication *Guidance on Collective Worship* dated back to 2012 and was in need of updating. This was seen as a good opportunity to raise the issue of active worship and to perhaps have a different editorial approach. Volunteers for a working group were requested.

**RESOLVED** that the working group be comprised of J Roberts, K Denby, Cllr E Brennan and W Harrison.

## 22 **National Developments**

### (a) **Commission on Religious Education: Interim Report**

Mr Pawson reported on the publication of the Commission's interim report which presented an opportunity for as many people and organisations as possible to engage with the Commission around developing thoughts on RE in schools in England. Its key recommendations were:

- a national entitlement for Religious Education;
- holding schools to account for their provision and quality of RE;
- a renewed and expanded role for SACREs;
- a national plan for improving teaching and learning in RE; and
- exploring right to withdrawal.

Consultation was now open but was due to close on 1 December 2017. The full document could be found at: <http://www.commissiononre.org.uk/religious-education-for-all-commission-interim-report/>.

### (b) **NATRE State of the Nation Report**

The State of the Nation report looked at the extent to which schools in England met their statutory requirements to teach RE. The report could be found at: <https://www.natre.org.uk/uploads/Free%20Resources/SOTN%202017%20Report%20web%20version%20FINAL.pdf>

## 23 **Local Authorities Funding for SACRE**

Mr Goody reported on the circulated paper which stated that the Minister for School Standards had made a commitment that SACREs and Agreed Syllabus Conferences would

continue to be funded by central government once the Education Services Grant was abolished at the end of the 2016/17 financial year.

In discussion with Members, the followings points were raised:

- that although funding had been reduced, additional monies had been received to support the Holocaust Day event following further challenge; and
- a further meeting with Babcock to discuss increased funding for 2018/19.

It was **RESOLVED** that Mr Pawson would follow up on the first and last bullet points above.

#### **24 Zero Tolerance to Hate Crime**

Mr Denby reported on the Zero Tolerance to Hate Crime Pledge and how schools should be encouraged to sign up to the Pledge.

The Pledge could be found at: <https://www.devon-cornwall.police.uk/advice/threat-assault-abuse/hate-crime/sign-the-pledge/>.

#### **25 LGBT + Tool Kit**

Mr Denby reported on the newly published LGBT Toolkit which could be found at <https://new.devon.gov.uk/equality/lgbttoolkit>. The Committee were encouraged to use the Toolkit to raise awareness.

#### **26 Planned CPD for Devon Schools**

Mr Pawson report on the planned Babcock/LDP courses for Religious Education CPD as follows:

- Introduction to Islam (KS2/3), 22 November, Exeter Islamic Centre, Exeter
- Mahayana Buddhism (A Level), 6 December, Hartridge Buddhist Monastery, near Honiton;
- Islam and Ethics (GCSE), 7 December, Exeter Islamic Centre, Exeter;
- Leading RE in the Primary School, 1 March 2018, Tiverton Hotel, Tiverton; and
- Secondary RE Subject Leaders Conference, early February 2018.

Further information on courses and bookings were available at: [www.babcock-education.co.uk/ldp/courses/bookings/default.asp](http://www.babcock-education.co.uk/ldp/courses/bookings/default.asp).

There would also be an Early Years Teachers Conference next June at the Tiverton Hotel and Mr Pawson undertook to circulate further details to Members.

#### **27 SW SACRE Conference Monday, 5 March 2018, Dillington House**

Mr Pawson reported on the SW SACRE Conference on 5 March 2018 where funding was available for SACRE members to attend.

It was **RESOLVED** that Ms B Twiggs, Ms P Hammett and Mr J Goody would attend the Conference.

#### **28 Dates of Future SACRE Meetings**

Tuesday, 6 February 2018 at the Mosque Exeter (subject to confirmation) at 10.30 am

The County Council's calendar of meetings can be found at <http://democracy.devon.gov.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>

The Meeting started at 10.00 am and finished at 12.25 pm





## DEVON AUDIT PARTNERSHIP COMMITTEE

15 November 2017

### Present

Devon County Council

Councillors J Mathews

### Other Council Representatives

Councillor J Mahony, Plymouth City Council  
Councillor P Hackett, Torridge District Council  
Councillor A Tyerman, Torbay Council

### Also in Attendance

Councillor B Evans, Mid Devon District Council

### Apologies

Councillors B Boundy (Torridge District Council), J O'Dwyer (Torbay Council), S Leaves (Plymouth City Council) and C Slade (Devon County Council)

\* 10

### **Minutes**

**RESOLVED** that the Minutes of the meeting held on 21 June 2017 be signed as a correct record.

\* 11

### **Items Requiring Urgent Attention**

There was no item raised as a matter of urgency.

\* 12

### **Six Month Update Report 2017/18**

The Committee received the Report of the Head of Devon Audit Partnership (CT/17/89) summarising the Partnership's activity in the first six months of 2017/18.

The Head of Partnership and Members discussed and noted, in particular:

- the Partnership recognises the need to diversify the services it provides and expand the current product range to include services that complement internal audit and help towards the wider "assurance" agenda for partners and clients. Examples of such services may include fraud, corporate governance, information governance and risk management.
- a change in the name of the Partnership from April 2018 to reflect the proposed wider role of the function with the *Devon Assurance Partnership* suggested by the Head of Devon Audit Partnership. Members however agreed that it was essential 'Audit' remained in the name.
- the need to ensure adequate staff capacity to cover a likely increase in workload.
- new work for Hampshire County Council with AmicusHorizon, which represents an important potential "way in" for the Partnership to develop work with housing associations.

- the reduction in the percentage of Audit Plans completed was attributable to work now being ongoing for a longer period than it used to be as the emphasis on advice and guidance has grown.
- sickness levels remain higher than the targeted outcomes, although lower than at the same quarter in the last two years.

It was **MOVED** by Councillor Hackett, **SECONDED** by Councillor Mathews and

**RESOLVED**

that the Committee notes the report and agrees in principle to the Devon Audit Partnership being renamed the *Devon Audit & Assurance Partnership* subject to further conversations between the Head of Devon Audit Partnership and marketing colleagues.

\* **13**      **Budget Monitoring 2017/18 - Month 6**

The Committee received the Report of the County Treasurer (CT/17/90) monitoring the Budget of the Partnership at month 6, indicating a potential slight underspend at year-end due to increased work undertaken.

It was **MOVED** by Councillor Hackett, **SECONDED** by Councillor Tyerman and

**RESOLVED**

that the Committee note the projected outturn, variances and reason.

\* **14**      **Updated Risk Register October 2017**

(Councillor Mathews declared a personal interest in this matter by virtue of being appointed by the County Council onto the Park School Trust.)

The Committee considered the Report of the County Treasurer (CT/17/91) setting out the updated Strategic and Operational risks currently facing the Partnership.

The Head of Partnership discussed working with academies, and how the Partnership can better position itself to provide services to these schools.

It was **MOVED** by Councillor Hackett, **SECONDED** by Councillor Mathews and

**RESOLVED**

that the Committee notes the updated Strategic and Operational Risk Register; and the actions in place to reduce risks to an acceptable level.

\* **15**      **Performance Indicators**

The Committee considered the Report of the County Treasurer (CT/17/92) setting out potential performance indicators.

Members discussed and noted, in particular:

- use of performance indicators to differentiate types of sickness absence, along with the need to closely monitor absence for stress and work to understand the underlying reasons.
- recognition in performance targets that the Partnership has an older than average staff group, reflecting the need for a certain level of experience and skills within the role, which may increase sickness rates.



It was **MOVED** by Councillor Mathews, **SECONDED** by Councillor Tyerman and **RESOLVED**

that the work to improve performance indicators be welcomed and continued.

\* **16**

**Future Meetings**

7 March 2018 and 20 June 2018.

**\*DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 10.30 am and finished at 11.31 am



## DEVON EDUCATION FORUM

23 November 2017

### Present:-

#### Schools Members

##### Primary School Head teachers

Mr J Bishop	Cornerstone Academy Trust ( <i>Academy Member</i> )
Mr A Dobson	Marwood Primary
Mr J Stone	Denbury Primary
Mr M Boxall	Exeter Children's Federation

##### Primary School Governors

Mrs A Blewett	Kings Nympton Primary
Mr M Dobbins	Exmouth Marpool Primary
Mr A Walmsley	School First Federation ( <i>Academy Member</i> )

##### Secondary School Head teachers

Mr R Haring	Ivybridge CC ( <i>Academy Member</i> )
Ms M Marder	The Ted Wragg Multi Academy Trust ( <i>Academy Member</i> )
Mrs J Phelan	Culllampton CC
Mr M Shanks	Education South West ( <i>Academy Member</i> )

##### Secondary School Governors

Mrs J Larcombe	Uffculme Academy Trust ( <i>Academy Member</i> )
Mr T Newman	Chumleigh Academy ( <i>Academy Member</i> )
Mrs T Sturtivant	Tiverton High

##### Nursery School

Mrs S Baker	Westexe
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##### Special School Governor

Mrs F Butler	Marland School ( <b>Chair</b> )
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##### Alternative Provision

Ms S Acland	Devon Schools Academy
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##### Non-Schools Members

Ms B Alderson	Teachers Consultative Committee
Mrs S Barnett	Early Years Private, Voluntary & Independent
Ms L Wright	Substitute Early Years PVI ( <i>observing</i> )
Mr B Blythe	16-19

Councillor J McInnes

Cabinet Member – Children, Schools and Skills  
(*Observer*)

##### Apologies

Ms B Caschere	Exeter Southbrook School
Ms J Elson	Exmouth CC ( <i>Academy Member</i> )
Ms S Pickering	Honiton Millwater School
Ms M Wallis	Whimple

**50**      **Minutes**

**DECISION:**

That the minutes of the meeting held on 21 June 2017 be signed as a correct record.

**51**      **Matters Arising from the Last Meeting and Report back on Issues Raised with Cabinet**

**DISCUSSION:**

The Head of Education & Learning tabled updates on the following arising from the last meeting (DEF minute 45, 21 June 2017) on:-

(a) English and Maths at the end of age 16 to 18 in 2016 (ie progress in these qualifications between the end of Key Stage 4 and the end of the 16-18 phase of education);

(b) Attendance and Absenteeism Data

The Head of Education & Learning tabled DfE pupil absence data 2015/16 for Devon State Funded Primary, Secondary and Special Schools, together with Devon's own attendance data for autumn/spring terms 2016/17, highlighting persistent absence concerns.

**52**      **Membership**

**DISCUSSION:**

The Chairman welcomed new members /the following membership changes were noted:-

Mrs Teresa Sturtivant	Secondary Maintained governor
Mrs Jill Larcombe	Secondary Academies
Mr Tim Newman	Secondary Academies
Ms Sandra Barnett	Early Years Private Voluntary and Independent
Ms Lydia Wright	Early Years Private Voluntary and Independent (substitute member)
Mr Bill Blythe	16-19
Mr Arnet Donkin	16-19 (substitute member)

**DECISION:**

That the Committee's appreciation be conveyed to Mr Daryll Chapman (Secondary Maintained Headteacher) who had stepped down from the Forum after serving since 2009.

**ACTION:**

County Solicitor (Fiona Rutley)

**53**      **Finance Update**

**DISCUSSION:**

The Forum considered the joint report of the Chief Officer for Children's Services and County Treasurer (DEF/17 /12).

The Forum also noted the respective minutes of the Schools Finance Group (SFG) of 8 November 2017.

The report (DEF/17/12) covered:- Month 6 Dedicated Schools Grant (DSG) budget monitoring position; and proposals for the central budget balance at year end.

Month 6 forecasted a net DSG over spend of £2.036m. £20.55m had been approved by DEF and cabinet in carry forward from 2016-17 (£18.4m of which was schools balances) and included as budget for 2017-18.

Significant long term management action and scrutiny was now in place to continually review High Needs spending pressures with benefits beginning to be seen. The County Council remained committed to keeping as much funding as possible in all schools.

The DfE had advised that any overspend at year end for DSG central budgets (including High Needs) must firstly be to offset in part or total by any (ie not ring fenced) uncommitted surplus balances, including from de-delegated budgets. However whilst recognising the reasoning behind report recommendation (ii) in light of the DfE advice now received, the Primary and Secondary (maintained) Schools Members had difficulty in agreeing to any surplus from de-delegation being returned to the central budget for all schools, without further consultation with maintained schools.

Following an adjournment the Forum reached a way forward. It was also noted that the Schools Finance Group would explore de-delegation issues further at its next meeting.

**DECISION:**

(a) that the month 6 DSG monitoring position as set out in section 1 of the report be noted;

(b) that the Devon Education Forum agree in-principle that any residual deficit balance in the growth fund and High Needs Block be carried forward into 2018-19, to be offset by possible increased High Needs funding, alongside continued management action to control spending (as detailed in paragraph 1.6 of report DEF/17/12) – on the basis that no one sector was disadvantaged over the other in the netting off process.

**ACTION:**

County Treasurer (Adrian Fox)

54

**2018/19 Schools Revenue Funding Formula (and Consultation)**

**DISCUSSION:**

The Forum considered the joint report of the Chief Officer for Children's Services and County Treasurer (DEF/17 /13).

The Forum also noted the respective minutes of the Schools Finance Group (SFG) of 8 November 2017.

The report (DEF/17/13) covered:-  
Schools Funding  
High Needs Funding Levels of Element 3  
Centrally retained services  
Disapplications

Devon's consultation with schools events had been attended with over 60% of schools represented. In all, 103 responded to the consultation, ie 29% all schools and represented 48% Devon's school pupils. The full consultation analysis within Appendix A of the report showed 80-98% schools agreement to funding formula proposals (questions 1-4).

In respect of:-

-High Needs Funding levels of Element 3 (paragraph 2.3 of the report):- schools showed a split with 67% primaries agreeing with option 2, whilst 68% secondaries agreeing with option 1. The Schools Finance Group supported option 2 along with the overall majority of school responses;

-Centrally Retained Services: Emotional, Psychological & Social Wellbeing (paragraph 4.3 of the report):- if grant funding was to be reduced the elements most valued by schools EH4MH (ie 1:1 supervision and Kooth Online) would receive priority. However many agencies supported this as a significant priority service and it was hopeful an appropriate level of funding would continue to be available.

**DECISION:**

(a) that Cabinet be recommended:-

that in respect of proposals for the 2018-19 schools revenue funding formula (as set out in section 1 of report (DEF/17 /13)):-

(i) that the formula factors for distributing the funding to schools be accepted.  
*(Note that the final funding rates may change subject to affordability when the October 2017 pupil data and Schools Block DSG settlement are confirmed in late December 2017);*

(ii) that the reception uplift calculation within the local formula for 2018-19 be approved;

(iii) that the minimum funding guarantee be set at 0% for 2018-19;

(iv) that the minimum funding guarantee be set at plus 0.5% for 2018-19 if the disapplication is approved to amend the MFG rate;

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

(b) that option 2 - to limit the plus package availability for up to 190 learners with lower funding to Level 3 learners (as set out in section 2 of report (DEF/17 /13)) be approved;

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

(c) that the de-delegation proposals for maintained primary and maintained secondary schools (as set out in section 3 of report (DEF/17 /13)) be approved;

***(Vote: Maintained primary representatives)***

***(Vote: Maintained secondary representatives)***

(d) that the centrally retained services budget allocation (as set out in section 4 and appendix A of the report (DEF/17/13)) be approved;

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

(e) that the local authority's disapplication requests had been applied for and were awaiting approval be noted;

(f) that consultation responses relating to Funding Formula, High Needs, De-delegation and Central Services (as set out in appendix A of the report (DEF/17/13)) be noted.

**ACTION:**

County Treasurer (Adrian Fox)

**55**

**Schools' Finance Group**

The Forum received the minutes of the meeting held on 8 November 2017 (considered under Finance Update and Funding Formula minutes 53 and 54 above).

**56 Head of Education & Learning Update (incl Early Help, SEND and Attainment)**

**DISCUSSION:**

(a) Early Help Update

The Forum received the report of the Head of Education & Learning (DEF/17/14), on new delivery structures and processes and the securing of permanent leadership for Devon's Early Help system following Ofsted report 2015.

Early Help was a priority for the Devon Children and Families Partnership, with multi agency work which schools were very much involved with. The Early Help Improvement Plan was to be submitted to the DfE by the end of December. The report also covered Early Help self assessment; performance monitoring, communications and the Locality Partnership.

(b) SEND Improvement Board Update

The Forum received the report of the Head of Education & Learning (DEF/17/15). The Board was very keen to engage with schools and a senior teacher representative from the primary phase would be welcome to support in the engagement strand to work alongside the secondary representative.

The current contracts for community health and care services for specialist Child and Adolescent Mental Health Services, Public Health Nursing and specialist services for Children with Additional/Complex needs were due for renewal 1 April 2019. A review and options appraisal was therefore currently looking at the future shape of these services and DAPH would be pleased to be involved in developing the new service. Public health and portage services were highly valued by schools for under 5's Special Educational Needs children.

(c) Attainment 2016/17

The Forum received the report of the Head of Education & Learning (DEF/17/16) on data available to date (full data still to be received):-

-Early Years Foundation stage was performing in line nationally/regionally. Attainment gap for Free School Meals children in Phonics year 1 had slightly increased but Devon was in line nationally and better than regionally. However phonics for SEN children although a small cohort required further investigation;

-Key Stage (KS) 1 by Gender showed girls performing better than boys in Devon and nationally in Reading, Writing and Science;

-Provisional Key Stage 2 data indicated slightly better than nationally/regionally in Reading, Writing and Maths, although some individual subjects were below national;

-Provisional Key Stage 4 data indicated Devon was performing significantly better than nationally/slightly better than regionally in English and Maths. Also Attainment 8 was slightly better than nationally/regionally. However in Progress 8 boys particularly were not making as much progress and this would be a key focus for the coming year;

-Disadvantaged groups KS2 and KS4 was due to be published end January 2018. Free School Meal children attainments had shown a significant improvement this year with the attainment gap starting to close. Children in Care provisional results indicated an improvement on last year with a full analysis due later;

Overall priorities for the coming year were progress for more able pupils, in Maths and for boys.

-Provisional 3+ A levels had significantly improved overall (just under nationally/better than regionally).

DASH Members highlighted concerns at the significant shortage of Maths teachers in (SW) Devon. This was a regional issue with a regional Maths hub, training and financial incentives being explored.

(d) Children & Young People Bullying Survey

Responses were to be followed up including survey question phrasing.

(e) Parenting Communications with Children

The Forum discussed national and local concerns at the increasingly significant disengagement of parents/adults with children (eg on home visits) and noted that work on this had been commissioned from Babcock.

**DECISION:**

That the Head of Education & Learning follow up Maths teacher recruitment and training in (c) above with the Devon Schools Alliance.

**ACTION:**

DAPH - Representation on SEND Improvement Board (b) above;

Head of Education & Learning (Dawn Stabb)  
- Maths teacher recruitment and training (c) above  
- survey responses (d) above

**57** **Standing (and other) Groups**

The Forum received the following minutes:-

School Organisation, Capital and Admissions (SOCA)

Minutes of the meeting held on 26 September 2017.

**58** **Dates of Future Meetings**

To be held at 10am at County Hall, Exeter:

Mon 15 January 2018  
Wed 21 March 2018

Wed 20 June 2018  
Wed 17 October 2018  
Wed 23 January 2019  
Wed 20 March 2019.

The Meeting started at 10.00 am and finished at 12.15 pm

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



<b>SCHEDULE OF CABINET MEMBER DECISIONS TAKEN SINCE PREVIOUS MEETING</b>		
<b>Cabinet Remit/Officer</b>	<b>Matter for Decision</b>	<b>Effective Date</b>
Policy and Corporate	Approval to renew the Council's insurance contract package	22 November 2017
Resources & Asset Management	Fin 547 - Various changes in the capital programme and property matters	15 November 2017
	Approval of the continuation of the Council's arrangements for the Southern Construction Framework	16 November 2017

The Registers of Decisions will be available for inspection at meetings of the Cabinet or, at any other time, in the Democratic Services & Scrutiny Secretariat, during normal office hours. Contact details shown above.

In line with the Openness of Local Government Bodies Regulations 2014, details of Decisions taken by Officers under any express authorisation of the Cabinet or other Committee or under any general authorisation within the Council's Scheme of Delegation set out in Part 3 of the Council's Constitution may be viewed at <https://new.devon.gov.uk/democracy/officer-decisions/>



# DEVON COUNTY COUNCIL

## COUNCIL/CABINET FORWARD PLAN

In line with the public's general rights of access to information and the promotion of transparency in the way which decisions are taken by or on behalf of the Council, Devon County Council produces a Forward Plan of any Key Decisions to be taken by the Cabinet and any Framework Decisions to be made by the County Council. The Plan normally covers a period of a minimum of four months from the date of publication and is updated every month.

The County Council has defined key decisions as those which by reason of their strategic, political or financial significance or which will have a significant effect on communities in more than one division are to be made by the Cabinet or a Committee of the Cabinet. Framework Decisions are those decisions, which, in line with Article 4 of the Council's Constitution must be made by the County Council.

The Cabinet will, at every meeting, review its forthcoming business and determine which items are to be defined as key decisions and the date of the meeting at which every such decision is to be made, indicating what documents will be considered and where, in line with legislation, any item may exceptionally be considered in the absence of the press and public. The revised Plan will be published immediately after each meeting. *Where possible the County Council will attempt to keep to the dates shown in the Plan. It is possible that on occasion may need to be rescheduled.* Please ensure therefore that you refer to the most up to date Plan.

An up to date version of the Plan will available for inspection at the Democratic Services & Scrutiny Secretariat in the Office of the County Solicitor at County Hall, Topsham Road, Exeter (Telephone: 01392 382264) between the hours of 9.30am and 4.30am on Mondays to Thursdays and 9.30am and 3.30pm on Fridays, free of charge, or on the County Council's web site, 'Information Devon', (<http://www.devon.gov.uk/dcc/committee/>) at any time.

Copies of Agenda and Reports of the Cabinet or other Committees of the County Council referred to in this Plan area also on the Council's Website at (<http://www.devon.gov.uk/dcc/committee/mingifs.html>)

# FORWARD PLAN

All items listed in this Forward Plan will be discussed in public at the relevant meeting, unless otherwise indicated for the reasons shown

Any person who wishes to make representations to the Council/Cabinet about (a) any of the matters proposed for consideration in respect of which a decision is to be made or (b) whether or not they are to be discussed in public or private, as outlined below, may do so in writing, before the designated Date for Decision shown, to The Democratic Services & Scrutiny Secretariat, County Hall, Exeter, EX2 4QD or by email to: [members.services@devon.gov.uk](mailto:members.services@devon.gov.uk)

## PART A - KEY DECISIONS

(To Be made by the Cabinet)

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Date of Decision	Matter for Decision	Consultees	Means of Consultation**	Documents to be considered in making decision	County Council Electoral Division(s) affected by matter
	<i>Regular / Annual Matters for Consideration</i>				
December 2017 10 January 2018	Target Budget: Target Budget: Impact of the Provisional Local Government Settlement for forthcoming year on the preparation of that year's budget and affirmation/re-affirmation of service expenditure targets	N/A	N/A	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
9 February 2018	Admission Arrangements and Education Travel Review: Approval to admission arrangements for subsequent academic year	Schools, GBs and Phase Associations	Formal consultation and Devon Education Forum	Report of the Head of Education and Learning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
11 April 2018	County Road Highway Maintenance Revenue Budget and On Street Parking Account Allocation of highway maintenance funding allocated by the Council in the budget for the current/forthcoming financial year	N/A	N/A	Report of the Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

11 April 2018	County Road Highway Maintenance Capital Budget Update on current years programmes and approval of schemes and proposed programmes for forthcoming financial year	N/A	N/A	Report of the Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
<i>Specific Matters for Consideration</i>					
13 December 2017	Schools Revenue Budget 2018/19 - DfE Consultation Schools Funding Formula and High Needs Block	Schools and Devon Education Forum	Correspondence, meetings and website	Report of the Head of Education and Learning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
Between 10 January 2018 and 9 February 2018	Regional Adoption Agency: Approval to Options Appraisal and Business Case for the interim Devon Single LA Hosted RAA (Minute *181/12 April 2017 refers)	Partner Authorities	Meetings and correspondence	Report of the Deputy Chief Officer, Children's Service and Head of Social Care outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
Between 10 January 2018 and 9 February 2018	Family Based Care Tender for provision of fostering placements Award of Contract [NB: This item may contain information about the financial and business affairs of the Council and/or of a third party, purchaser or provider of property, goods or services that may need to be discussed in the absence of the press and public]	n/a	n/a	Report of the Head of Childrens Social Care outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
10 January 2018	Roundswell South Business Park	Stakeholders including local residents, businesses, local organisations, statutory and voluntary agencies	North Devon & Torridge Local Plan process (draft plan submitted to Secretary of State and currently at Inquiry)	Report of the Head of Economy, Enterprise and Skills outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	Fremington Rural

10 January 2018	Capital Flood Improvement Schemes at Ivybridge and Uplyme Report to highlight the essential flood improvements required at Ivybridge and Uplyme to significantly reduce the ongoing risk and to request approval for carrying out the capital works funded by DCC, Defra Flood Defence Grant in Aid and Local Levy and East Devon District Council (for Uplyme).	DCC Highways and Planning, Parish, Town and District Councils	Email and site meetings.	Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	Ivybridge; Axminster
10 January 2018	Budget Monitoring: Month 6 Approval to Month 8 Report and actions arising	n/a	n/a	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
10 January 2018	Joint Carer Services Lots 1 and 2 contract award(s)			Report of the Head of Adult Commissioning and Health, PA to Tim Golby, Head of Adult Commissioning and Health outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
February 2018	Future Arrangements for 0-19 Public Health Nursing Services	Users and Interested Parties	Feedback from Stakeholders, Users / User Groups	Report of the Chief Officer for Communities, Public Health, Environment and Prosperity outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
9 February 2018	Proposal to amalgamate and alter SEN provision at Oaklands Park School and Ratcliffe School, Dawlish	Parents of registered pupils at the schools, school staff, school governors, MP, County Councillors, District Councillors, DfE, schools, Town Council.	Circulation of consultation brochure to all staff, parents and governors, public information session, website, email notifications.	Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	Dawlish
Between 14 March 2018 and 11 April 2018	Strategic Intent: Doing What Matters Review of existing Strategic Plan	n/a	n/a	Report of the Chief Executive outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

14 March 2018	Future Direction of Network Management	n/a	n/a	Report of the Acting Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
14 March 2018	Flood Risk Management Action Plan – Update on the current year's programme and approval of schemes and proposed investment in 2018/19	All other Risk Management Authorities	Liaison through Devon Operational Drainage Group	Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
14 March 2018	Strategic Review of Special Educational Needs Provision			Report of the Head of Education and Learning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
14 March 2018	Budget Monitoring: Month 10			Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
11 April 2018	Children in Care - Placement Sufficiency	TBC	TBC	Report of the Chief Officer for Childrens Services outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
11 April 2018	Children and Young People Plan Approval to Children & Young People's Plan for 2018 onwards			Report of the Chief Officer for Childrens Services outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

<b>PART B - FRAMEWORK DECISIONS</b> (Requiring approval of the County Council)					
<b>Date of Decision</b>	<b>Matter for Decision</b>	<b>Consultees</b>	<b>Means of Consultation**</b>	<b>Documents to be considered in making decision</b>	<b>County Council Electoral Division(s) affected by matter</b>
8 November 2017  7 December 2017	Heart of the South West - Joint Committee (Council Minute 86 - 16 February 2017) Approval to inter-authority agreement and terms of reference of Joint Committee	Government and Bid partners	Meetings & Correspondence	Report of the Chief Executive outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
18 January 2018	Pay Policy Statement Recommendation to County Council in February of each year to approve, in accordance with the provisions of the Localism Act 2011 of the Councils Annual Pay Policy Statement setting out its policy for each financial year relating to remuneration of Chief Officers and other employees and the relationship between the pay of chief officers and other employees	Appointments & Remuneration Committee	Public Meeting	Report of the outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
9 February 2018  15 February 2018	Revenue Budget, Medium Term Financial Strategy & Capital Programme for next subsequent financial year and beyond	Public, Stakeholders, Trades Unions, Business and Voluntary Sectors and public	Statutory consultations, meetings, fora and public meetings, correspondence and website	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions



## PART C - OTHER MATTERS

(i.e. Neither Key Nor Framework Decisions)

Date of Decision	Matter for Decision	Consultees	Means of Consultation**	Documents to be considered in making decision	County Council Electoral Division(s) affected by matter
	<i>Regular / Annual Matters for Consideration</i>				
Between 13 December 2017 and 31 December 2019	Standing Items, as necessary (Minutes, References from Committees, Notices of Motion and Registers of Delegated or Urgent Decisions)	As necessary		Report of the outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
Between 13 December 2017 and 1 May 2021	Standing items on the future management, occupation, use and improvement of individual holdings and the estate, monitoring the delivery of the Budget & the Estate Useable Capital Receipts Reserve in line with the approved policy and budget framework <i>[NB: Items relating to the letting or occupancy of individual holdings may contain information about, or which is likely to reveal the identity of, an applicant for a holding and about the financial and business affairs of the Council and any prospective or existing tenant that may need to be discussed in the absence of the press and public]</i>	To be considered at the Farms Estates Committee, including any advice of the Council's Agents NPS South West Ltd		Report of the County Treasurer, Head of Digital Transformation and Business Support outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
13 December 2017	Treasury Management Mid Year Stewardship Report	n/a	n/a	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
9 May 2018	Public Health Annual Report 2016-17 Receipt of statutory annual report on the health of people in Devon by the Director of Public Health.	N/A	JSNA	Report of the Chief Officer for Communities, Public Health, Environment and Prosperity outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

Between 9 May 2018 and 14 June 2018	Approval to Revenue & Capital Outturn, for the preceding financial year	N/A	N/A	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
11 July 2018	Annual Childcare Sufficiency Report: Endorsement of Annual report outlining how the Council is meeting its statutory duty to secure sufficient early years and childcare places and identifying challenges and actions for the coming year in relation	Interested parties and partners and schools and parents		Report of the Head of Education and Learning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
11 July 2018	Treasury Management Stewardship Outturn Report	Corporate Services Scrutiny Committee	n/a	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
14 November 2018	Devon Safeguarding Adults Board Annual Report 2017 To receive the Annual Report of the Devon Safeguarding Adults Board	N/A	N/A	Report of the Democratic Services and Scrutiny Manager outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
<i>Specific Matters for Consideration</i>					

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