

Phil Norrey
Chief Executive

To: The Chairman and Members of
the Devon Education Forum

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

(See below)

Your ref :
Our ref :

Date : 12 June 2017
Please ask for : Fiona Rutley 01392 382305

Email: fiona.rutley@devon.gov.uk

DEVON EDUCATION FORUM

Wednesday, 21st June, 2017

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

P NORREY
Chief Executive

AGENDA

PART I - OPEN COMMITTEE

- 1 Apologies for absence
- 2 Minutes (Pages 1 - 6)
Minutes of the meeting held on 15 March 2017 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 no otherwise covered on this agenda and to report on items considered at the Cabinet.
- 5 Membership
- 6 Head of Education & Learning Update
10.05am
Head of Education & Learning to report.

SPECIFIC AGENDA ITEMS

ITEMS FOR DECISION

- 7 Finance Update (Pages 7 - 16)
10.30am
Joint report of the Chief Officer for Children's Services & Learning and County Treasurer (DEF/17/08) attached.

ITEMS FOR DEBATE AND INFORMATION

- 8 Financial Intervention Panel (Schools) (FIPS) Annual Report 2016/17 (Pages 17 - 22)
11am
Joint report of the County Treasurer and Chief Officer for Children's Services (DEF/17/10) attached.

STANDARD AGENDA ITEMS

ITEMS FOR DEBATE AND INFORMATION

- 9 Standing (and other) Groups (Pages 23 - 34)
11.20am

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

(a) Schools' Finance Group

Minutes of the meeting held on 24 May 2017, attached.

Also available at

<https://new.devon.gov.uk/educationandfamilies/school-information/devon-education-forum/schools-finance-group>

(b) School Organisation, Capital and Admissions Forum

Minutes of the meeting held on 6 June 2017, attached.

Also available at

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

- 10 Correspondence

- 11 Dates of Future Meetings

11.30am

Wed 18 October 2017

Mon 15 January 2018

Wed 21 March 2018.

VOTING (see below)

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

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

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

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

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

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

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

DEVON EDUCATION FORUM

15 March 2017

Present:-

Schools Members

Primary School Head teachers

Mr J Bishop

Mr A Dobson

Mr J Stone

Mrs J Reid

Cornerstone Academy Trust (*Academy Member*)

Marwood Primary

Denbury Primary

Yeo Valley Primary (*Substitute Member*)

Primary School Governors

Mrs A Blewett

Mr M Dobbins

Ms M Wallis

Mr A Walmsley

Kings Nympton Primary

Exmouth Marpool Primary

Whimble School (**Chairman**)

First Federation (*Academy Member*)

Secondary School Head teachers

Ms M Marder

Mr G Roscoe

The Ted Wragg Multi Academy Trust (*Academy Member*)

Barnstaple, The Park School (*Substitute Member*)

Secondary School Governors

Ms J Elson

Mr M Juby

Exmouth CC (*Academy Member*)

Braunton (*Academy Member*)

Nursery School

Mrs S Baker

Westexe

Special School HeadTeacher

Ms B Caschere

Exeter Southbrook

Special School Governor

Mrs F Butler

Marland School

Alternative Provision

Ms S Acland

Schools Company Devon Academy

Non-Schools Members

Mr N Willams

Councillor John Hart

Ms G Rolstone

Mr W Forster

Mrs T de Bernhardt Dunkin

Teachers Consultative Committee

Leader

Early Years Private, Voluntary & Independent

Substitute Early Years Private, Voluntary & Independent

16-19 West England School & College

Apologies

Ms B Alderson

Mr M Boxall

Mr D Chapman

Councillor J McInnes

Mrs J Phelan

Mr J Searson

Teachers Consultative Committee

Exeter Countess Wear

The Dartmoor Federation

Cabinet Member – Children, Schools and Skills

Cullompton CC

Exeter Diocesan Board of Education

Agenda Item 2

DEVON EDUCATION FORUM
15/03/17

35 Minutes

DECISION:

That the minutes of the meeting held on 16 January 2017 be signed as a correct record, subject to the addition of apologies Mr J Bishop, and to insert the word "Substitute" member against Mr P Walker and Mr N Williams.

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

Nil.

37 Membership

DISCUSSION:

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

Ms Sarah Acland (Executive Principal, Schools Company Trust)
Elected as Alternative Provision member

Mr Justin Davey (Principal, Schools Company North Devon)
Elected as Alternative Provision substitute member.

Mr Gareth Roscoe (Principal, Barnstaple The Park School) had replaced Mr David Fitsimmons as the Maintained Secondary substitute member.

38 Head of Education & Learning Update

DISCUSSION:

The Head of Education & Learning reported (summary tabled) on:-

Early Help – wef 1 April 2017 the new staffing structure would be implemented to include:-
direct report to leadership team;
linking social care, SEN, schools and education;
practice close to point of delivery;
a broader single point of contact;
ensuring a consistent approach to Early Help across the county whilst making better use of resources.

An Early Help structure map would be circulated to members and schools when available.

SEN – analysis showed since 2010 an increase in the overall school population 5 – 16 years of 3.7%, but with Sen pupils increasing by 12%.

SW LAs meeting with DfE on 14 March 2017 was attended by the Head of Education & Learning which also discussed that the proposed new National Funding For would not provide a satisfactory solution, with 61% Devon school children projected to receive lower funding. Additionally 1 SW LA was having to meet its' overspend on the High Needs budget by every school receiving Minimum Funding Guarantee at minimum level only.

Schools Company Academy (Alternative Provision) data from September 2014 to date, with a significant rise in exclusions between March 2015 and March 2017. Members wanted a clear understanding of how much exclusions were costing the High Needs Block.

A full annual exclusion report would be sent to all Forum members when available.

Babcock Joint Venture Contract – Current contract (flexible) had been extended to give stability and avoid a new procurement process during uncertainty around the LA's role and impossibility to specify. Forum members requested dialogue around significant future contract changes. Schools would also have increased direct contact with Babcock to ensure services met with school expectations.

Last year's and the current year's annual performance report (and future reports) and Key Performance Indicators for the contract would be made available to schools.

Education Performance – separate summary made available to members for information. Performance data would continue to be shared regularly with this Forum.

ACTION:

Head of Education & Learning (Dawn Stabb) - circulate Early Help chart, Exclusion and Babcock annual reports/KPIs when available.

39 Children's Centres Re-Commissioning

DISCUSSION:

Members received the report of the Chief Officer for Children's Services (DEF/17/07) in which the recommissioning of Children's Centres was a key component to strengthen early help within an improving Social Care Service and deliver integrated, community based services, improved health and wellbeing and improving children's readiness for school.

Children's Centres had a long history of delivering integrated services in localities however changes in government funding and expectations had made this more challenging to maintain, with LAs more recently having more flexibility for alignment to and integration with other key early childhood services eg Health Visiting and Midwifery.

High level investment would be retained to be met from the County Council's core budget with a commitment for early help and investment and stretching the age range up to 8 years old to overlap with primary age and to support vulnerable children and families with a holistic whole family approach. Accessibility and extended opening hours were being considered.

40 Finance Update

DISCUSSION:

The Forum considered the report of the County Treasurer and Chief Officer for Children's Services (DEF/17/06).

The Forum also noted the respective minutes of the Schools Finance Group (SFG) of 1 March 2017.

The report (DEF/17/06) covered:-

Budget Monitoring Month 10 (2016/17) Dedicated Schools Grant (DSG)
Carry Forward from 2016/17 (to 2017/18)
Education Services Grant (ESG)

The Month 10 DSG forecast was an overspend of £353,000, comprising £1.6m underspend on the Schools Block and a £2m overspend on the central expenditure costs of the DSG, subject to approval to be carried forward. A detailed chronology of the High Needs budget (forecast overspend, paragraph 1.1 of the report) had been made available to members.

In relation to the Carry Forward from 2016/17 the County Treasurer explained the implications (detailed in section 2 of the report) of:-

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DEVON EDUCATION FORUM
15/03/17

Option 1: approving the carry forward of the Central Expenditure deficit to 2017/18 as recommended by officers; and

Option 2: declining the carry forward, where the LA would be seeking adjudication by the Secretary of State.

Discussion also included:-

Consideration of diverting more growth fund money for High Needs (based on projections this fund was anticipated to run out by mid 2018/19);

Any surplus created within the High Needs Block as a result of not agreeing the carry forward would only be considered at the end of 2017/18 as there was an inability to change budgets in-year. The opportunity to move money between schools and the High Needs block may be time limited. The New Funding Formula (NFF) proposals indicated that there may be some local flexibility to move money between blocks but in order for this to happen there would need to be an "all school" majority vote before this could be achieved;

Given a number of factors affecting the demand on the High Needs budget were beyond the LA's control and therefore unable to be fully planned for, the assurance requested by members of not being in the same deficit position next year could not be absolutely given. However increased monitoring within High Needs during the 2017/18 financial year, the management action plans to reduce spending and the intention that the reduction of £33 AWPU would not be repeated, were all acknowledged. Both the management action plans and the increased funding that had been made available from the Schools Block for 2017/18, would allow the High Needs Block to be in a balanced budget position by the end of 2 years (including the Carry Forward from 2016/17). Any further impact on schools would be minimised as much as possible;

Discussions with the DfE regarding High Needs consultation and the new proposed National Funding Formula;

Early Years PVI had greater restrictions on income than independent special schools;

A task & finish group (made up of Forum members and County Council Officers) had recently been set up to jointly to look at all areas of High Needs spending, with significant action being taken.

The meeting adjourned whilst members considered their positions regarding the Carry Forward from 2016/17.

Members remained worried that Devon would be in a similar position during the next financial year in terms of overspending within the High Needs Block.

DECISION:

(a) that the month 10 DSG monitoring position (2016/17) as set out in section 1 of report DEF/17/06 be noted;

(b) that Option 2 declining the carry forward, as set out in section 2 of the report be approved;
(vote: all phases maintained and academy, PVI)

(c) that the guidance and funding of the Education Services Grant as set out in section 3 of the report be noted.

ACTION:

County Treasurer (Julian Dinnicombe)

41 Standing (and other) Groups

The Forum received the following minutes of its standing groups:-

(a) Schools' Finance Group (SFG)

Minutes of the meeting held on 1 March 2017 (considered under Finance Update minute 40 above):-

Minute 3iii: 3 year budget planning

DISCUSSION:

Notwithstanding the recognition that schools were finding it increasingly challenging to budget based on unknown factors and uncertainty and the County Treasurer would be mindful of the reasonableness of budget planning, there was a statutory requirement for maintained schools to have a 3 year balanced budget.

DECISION:

That the County Treasurer review the wording on the School's Blog to reiterate that it is a statutory requirement for maintained schools to have a 3 year balanced budget.

ACTION:

County Treasurer (Julian Dinnicombe)

(b) School Organisation, Capital and Admissions (SOCA)

Minutes of the meeting held on 28 February 2017.

42 Dates of Future Meetings

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

Wed 21 June 2017

Wed 18 October 2017

Monday 15 January 2018

Wed 21 March 2018.

The Meeting started at 10.00 am and finished at 11.55 am

The Schools Forum web is www.devon.gov.uk/schoolsforum

Agenda Item 2

FINANCE UPDATE

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

RECOMMENDED that DEF:

- a) Notes the DSG Draft Outturn position (subject to Statement of Accounts sign off) as set out in Section 1
- b) Agrees the allocation of the carry forwards from 2016/17 as set out in Section 2 **Voting as set out in Table 5, Section 2**
- c) Notes the year-end Mutual Fund position as set out in Section 3
- d) Specifically approve the proposal for the 2017-18 Early Years Funding Formula as set out in Section 4 and Appendix A and make recommendation to Cabinet.
All to vote

DSG and Schools Funding Outturn 2016/17

1. DSG 2016/17 outturn

The DSG outturn position is £19.13millions under spent of which £18.4millions is the school's carry forward balance which, as it is a ring-fenced grant, will be carried forward to 2017/18.

Table 1: Dedicated Schools Grant and Schools Funding DRAFT 2016/17 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	(300,179)	(300,171)	8	1.1
Pupil Premium	(15,756)	(15,756)	0	
Early Years – Disadvantaged 2 year olds	(4,833)	(4,887)	(54)	
Other Schools Grants	(8,220)	(8,219)	0	
Post 16 Funding (mainstream)	(5,226)	(5,226)	0	
Total Schools Grant Funding	(334,214)	(334,259)	(46)	
Schools delegated budget, including maintained nursery units	261,019	243,763	(17,256)	1.1
De-delegated budgets	5,816	3,852	(1,964)	1.2
Central Provision within schools block	6,435	3,968	(2,467)	1.3

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High Needs block, including maintained special schools	60,869	63,647	2,778	1.4
Early Years block	29,199	29,023	(176)	1.5
Overall net DSG and School funding	29,124	9,994	(19,131)	

Explanation of main variances

1.1 Schools

The 2016/17 DSG schools block budget is based upon pupil numbers as at the October 2015 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 2016/17 is £471millions. The final budget of £305millions is after in year adjustments for existing and convertor Academies and Early Years census. Pupil Premium Grant is £15.7millions; School Sixth Form Post 16 funding £5.2millions and other Schools Grant £8.2millions.

The schools carry forward balance of £18.4millions (£17.3millions maintained mainstream schools and £1.1millions special schools) compares with £22.3millions from 12 months ago on a like for like basis; that is to say after adjusting for in year convertors.

Table 2: Schools carry forward balances

	2016/17 £'000		2015/16 £'000	
B/fwd balance		23,161,905		20,931,476
Adj Early Years CC		0		0
Schools converted to academies	23	(858,803)	8	(303,422)
Schools closed	2	6,395	0	0
Schools with decreasing balances	76 39%	(6,196,561)	80 35.5%	(4,174,666)
Schools with increasing balances	119 61%	2,270,394	145 64.5%	6,708,516
Carry forward		18,388,330		23,161,905

1.2 De-delegated budgets

De-delegated budgets are forecasting an underspend of £1.96millions due to savings against a range of services; £1.35millions due to delay in redundancy costs for Schools (these payments are expected to occur during 2017/18), £137,000 for Copyright, £274,000 for Maternity (due to average numbers being below budgeted) and £126,000 on the trade unions and facilitation budget. Budgets are subject to change during the year as schools convert to academies.

1.3 Central Provision within Schools

Phase Associations have underspent by £218,000. £88,000 relates to DAPH (relating to in year income generation), £122,000 for DASH funding and Schools Forum £6,000.

The Growth Fund has under spent by £2.04millions 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.

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During 2016/17 36 schools received a total of £1.175millions from the growth fund. This was in relation to falling roll (£136,000), one off classrooms (£200,000), growth general (£364,000) and for new schools (£474,000).

Support and Other DSG Services have underspent by £210,000 which predominantly relates to changes in service recharges and Money Following Excluded Pupils.

1.4 High Needs

Overall the high needs budget has overspent by £2.8millions. It should be noted however that this includes a ring-fenced grant of £1.1millions relating to maintained special schools surplus balances and will be proposed to be carried forward.

The net effect is an in-year reported overspend of £3.9m.

The Schools Finance Group have considered the cost, numbers and overspending occurring in the services within High Needs. The discussion included the ability of the Council to control spend in light of recent tribunal decisions. An example of a recent tribunal is shown below.

Recent Tribunal – post 19 education provision

A 3-day education provision had been agreed and was in place with an Independent Provider who was also a witness for the LA. The parent wanted 5-day, despite already having 2-day adult care provision in place. When asked by the Judge, the provider gave evidence that 5-day provision was needed. The LA was subsequently ordered to provide 5-day education at that Independent Provider. Fees are set by the provider.

Table 3: High Needs Budget Position for 2016/17

	Final Approved Budget £'000	Net Spend £'000	Net Variance £'000
Alternative Provision inc Hospital school	2,165	2,552	387
LDP Inclusion & Safeguarding	3,365	3,267	(98)
Nursery Plus	1,179	1,179	0
SEN Mainstream	12,273	11,882	(391)
SEN Services	1,219	1,220	1
Independent Special Schools & Recoupment	12,343	15,121	2,778
Maintained Special Schools	25,386	26,559	1,173
Maintained Special Schools (Ring-fenced carry forward)	0	0	(1,087)
Early Help and Behaviour Support	467	315	(152)
Support Centres and PSP's	2,472	2,639	167
TOTAL	60,869	63,647	2,778

Alternative Provision: £387,000 o/s

The Top Up rate was increased during 2016/17 after consultation with the provider and Devon now has to fund placements previously assumed to be funded by OLA. The number on role is continuing to increase and medical numbers are higher than planned (a one-off payment of £195,000 has been paid to the provider to cover this increase in demand).

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The Hospital School has a planned underspend of £57,000 and this has been ring-fenced to be carry forward into 2017/18.

LDP Inclusion & Safeguarding: £98,000 u/s

This is a combination of savings in the LDP contract around hearing impairment delivery and Elective Home Education & Children Missing Education and an underspend within the Incidental costs budget for Looked After Children In Care.

SEN Mainstream: £391,000 u/s

The overall underspend represents 3.2% of the budget. However there were overspends of £800,000 on Element 3 and £278,000 on Element 2 due to both volume and cost increases during the year. To mitigate these pressures there was £892,000 planned underspend of the 2015/16 carry forward and £846,000 in year Management Action.

Independent Special Schools: £2.78m o/s

Actual spend will vary between maintained and independent settings year on year as there are many variables in determining the most appropriate placement. There is a pressure in both settings caused by increasing numbers, length of stay of Post 16/18 placements and the cost of placements.

Maintained Special Schools: £86,000 o/s

Differences in the amount budgeted for place funding and top ups result in an over spend of £1.173millions due to the planned increase in placement numbers within our maintained special schools. Including schools' surplus balances of £1.087millions (which is a reduction of £800,000 from 2015/16), the budget for maintained special schools is £86,000 over spent.

Early Help: £152,000 u/s

The budget (which includes a carry forward from 2015/16 of £231,000) covers the strategic development, training and school lead 'pump prime' provision for SEN and should see future savings in demand on other SEN budgets. The £152,000 underspend relates to some expenditure being delayed until 2017/18.

Support Centres and PSP's: £167,000 o/s

The overspend of £167,000 is due to the expectation that only 75% of support centre funding would be paid from September 2016. This did not happen.

1.5 Early Years

The final settlement reflects pupil numbers for the spring term which has seen a drop in funding expected to be received and estimated for year end.

Overall, including nursery units in maintained schools, the Early Years under spend is £176,000.

Table 4: Analysis of Early Years outturn variances

	£'000
Lump sum protection and contingency funding for settings under the new EYSFF	(41)
Over spend against budgeted take-up of 3 & 4 year old places	88
Trajectory funding for 2 year old capacity building	13
Over spend against budgeted take up of 2 year old places	149
Early Years transitional funding	(230)
Pupil Premium for PVI	(159)

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Early Years Free School Meals	(9)
Other minor variances over several budget lines	13
Total under spend	(176)

Taking into account ring fenced amounts for carry forward to 2017/8 of £159,000 Pupil Premium grant for PVI's and £20,000 over spend on Tressilian (which they will recover in 2017/8) the budget is £37,000 underspent

1.6 Summary

Overall in 2016/17, as was the case in 2015/16, the DSG has seen an increase in demand for Special Educational Needs which has put pressure on all budgets. More complex needs, rising costs, stronger regulatory checks and the declining market are driving up costs. Early Years has seen an increase in take up of 2 year funding with the introduction of the Golden Ticket.

The National Funding Formula consultation and the impact this will have on Schools and the Local Authority is still unknown.

2. Allocation of carry forward from 2016/17

2.1 The current outturn is subject to the sign off of the Council's Statement of Accounts. 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 2018/19 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.

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 2017/18. It is requested that from the total DSG underspend of £19.131millions, the carry forward requests in Table 5 are noted or approved. These total £20.555millions.

Table 5: Carry Forward from 2016/17

Budget Line	Amount £'000	Notes	Recommendation
Mainstream School balances	17,308	Automatically carried forward in Individual School budgets	2.2 All to note
Total School balances	17,308		
De-delegated budgets	1,964	Roll forward 2016/17 underspend into 2017/18	2.3 All to note
Total de-delegated budgets	1,964		
Special School Balances	1,087	These are school's balances and are automatically carried forward	2.4 All to note
Hospital Education	57	Specialised training for hospital staff and additional support in North Devon	2.5 All to note
Total High Needs	1,144		
Early Years Pupil Premium	159	2016/17 Ring fenced grant – DfE have confirmed can be spent in 2017/18	2.6 All to vote
Tresillian Nursery	(20)	Nursery deficit balance to be met from 2017/18 budget	2.7 All to vote
Total Early Years	139		
Total Carry forward requested	20,555		

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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 6 January 2017 agreed the following:-

- i) That premiums remain unchanged from 2016/17
- ii) That 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.
- iii) That claims are paid at 50% of the total amount at the time of submission
- iv) 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 2016/17 financial year, the value of premiums collected exceeded the value of the claims paid out by £483,000.

3.4 Recommendation

That DEF note the Mutual Fund update

All to Note

4. EARLY YEARS CONSULTATION

4.1 Background

In December 2016 the Department for Education (DFE) released details of the Early Years National Funding Formula with new funding allocations from April 2017. The new funding allowed for an increase in the hourly rate from £3.70 to £3.98 to be implemented from April 2017. This will apply to the 15 hour entitlement and the extended 30 hour entitlement from September 2017. The DFE have advised that the funding is fixed until 2020 and therefore, any further changes to funding will have to be found locally within the formula.

There is growing concern from providers that without an increase over the next three years the funding rate will not enable settings to be sustainable, especially at a time of rising costs in relation to living wage and national insurance. The main opportunity to enable sustainability is to review the funding supplements to enable the hourly rate to be increased. There has been increasing pressure from providers to undertake this review.

An Early Years Funding Review Group was set up to consider different options and then consult with providers. The Review Group agreed the proposals which then went out to consultation on the 11th May 2017 and ran until May 31st. Four consultation events were held across the County with 121 delegates representing all of the provider sectors. The consultation was available on the schools finance website, the Early Years website, Facebook and the Early Years portal and was publicised through the schools information digest and circulated through DAG.

The following overarching principles have been applied to the funding review:

- To increase the hourly rate to providers
- To achieve equity across all group providers
- To enable providers to plan for and meet the needs of children in a timely way
- To set an affordable and sustainable funding formula

4.2 Funding formula proposals

i) Deprivation funding for 3 & 4 year olds

It has been recognised that the process for allocating the deprivation supplement needed to be changed so that providers could receive this at the beginning of the year enabling them to plan to meet the needs of the children within the budget they have.

The proposal agreed by the Review Group was:

- To reduce the targeted deprivation by 17% using the existing IMD index of deprivation calculation.
- Providers that qualify for targeted deprivation funding to have an annual allocation using previous years data so they can plan how to best meet the needs of the children across the year.
- To give a 2p increase in the hourly rate for a Universal Deprivation Supplement to acknowledge that all settings may need to support children experiencing some disadvantage or vulnerability requiring early help.

ii) Lump Sum Funding for Qualifications

The lump sum is a locally determined supplement to acknowledge higher level qualifications for staff (although it excludes childminders). When the formula was introduced in 2010, a local decision was made to include lump sum funding for qualified teachers in schools so both sectors were accessing the funding.

The consultation asked whether providers agreed with the lump sum being changed and if so whether the lump sum should be removed, reduced or phased out.

iii) SEND Support Funding

Following the DFE Early Years Funding review one of the expectations was for Local Authorities to establish an inclusion fund. Devon County Council already provide an inclusion fund through the SEND support funding process, however feedback has identified that the application process for this is burdensome and bureaucratic and does not allow settings to manage inclusion effectively or meet the needs of children quickly or responsibly. The consultation proposal is aimed to enable settings to be empowered to make decisions regarding the day to day running of their setting, including meeting the needs of children with SEND and other additional needs.

The proposals consulted on were to move to a funding approach which would:

- Provide a universal funding increase to the hourly rate for all three and four year olds in receipt of early years funding to support settings to meet the needs of children with low level or emerging need (universal inclusion fund).
- To provide targeted funding that will be paid to settings within their annual funding allocation based on the percentage of children who are disadvantaged (based on EYPP and funded 2 year olds triggers) in recognition that children who live in poverty are more likely to have SEND and additional needs (targeted inclusion funding).
- To retain a budget to provide a termly lump sum to settings to meet the specific needs of children who need individualised approaches to support and inclusion (individual inclusion funding).

4.3 Consultation

In consulting with providers we asked six questions:

- 1) Do you agree with the proposal of a reduced targeted deprivation supplement to allow for universal deprivation supplement (2p per hour) to support vulnerable children requiring early help?

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- 2) Do you agree with the principal of having an annual allocation of targeted deprivation using previous year's data?
- 3) Do you agree with the proposal to make changes to the lump sum funding from 2018/2019?
- 4) If yes, do you think the lump sum should be; removed, reduced or phased out?
- 5) Do you agree with the principal of paying money from the SEND support funding budget direct to settings through the hourly rate to support inclusion?
- 6) If yes, in order of priority which element of the new SEND funding enables providers to best meet the needs of the children? (Universal, targeted, individual).

Discussion and feedback at all of the Consultation events indicated overall support for these proposals. This was also reflected in the consultation returns, set out in Appendix A.

4.4 Recommendation to cabinet that the early years formula proposals as set out below.

i) Deprivation Funding

- Reduce targeted deprivation funding by 17% and give a 2p increase in the hourly rate for a universal deprivation supplement.
- Give an annual allocation to each setting based on previous year's data.

ii) Lump Sum Funding

- To remove the Lump Sum Funding and to use the savings to provide a 4p hourly rate increase.

iii) SEND Support Funding.

- To implement a universal hourly rate of 4p to meet the needs of all children with low level or emerging needs.
- To provide targeted funding where settings have higher levels of 2 year olds and EYPP (Early Years Pupil Premium).
- To provide a termly lump sum to settings to meet the specific needs of children who need individualised approaches to support and inclusion – allocated through application to a centrally retained budget.
Implementation from September 2017.

4.5 Timescales for implementation of these changes are as follows:

- SEND Support Funding – September 2017
- Lump Sum Funding – April 2018
- Deprivation Funding – September 2018

Implementation of all of these proposals will provide an additional 10p to the hourly rate by September 2018

4.6 Recommendation

That DEF approve the proposal for the 2017-18 Early Years Funding Formula

All to Vote

MARY DAVIS
County Treasurer

JO OLSSON
Chief Officer for Children's Services

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

Early Years Funding Consultation 6th June 2017

Early Years Funding Review Consultation Responses

The Early Years Funding consultation ended on the 31st May 2017. Providers were asked to respond to six questions with the option to add comments. 74 responses were received. Split across the sectors as follows:

33 Pre-Schools, 28 Private Day Nurseries, 5 Childminders, 3 Maintained Schools, 3 Governor Run Provision, 2 Academies.

Consultation Question 1

Do you agree with the proposal of a reduced targeted deprivation supplement to allow for a universal deprivation supplement (2p per hour) to support vulnerable children requiring Early Help? 58 Y 9 N 7 Unsure

Consultation Question 2

Do you agree with the principle of having an annual allocation of Targeted Deprivation using previous year's data? 43 Y 22 N 8 Unsure

Consultation Question 3

Do you agree with the proposal to make changes to the lump sum funding from 2018/19? 46 Y 18 N 9 Unsure

Consultation Question 4

If yes, do you think the lump sum should be: 55 Removed 5 Reduced 10 Phased out

Consultation Question 5

Do you agree with the principle of paying money from the SEND Support Funding budget direct to settings through the hourly rate to support inclusion? 61 Y 7 N 5 Unsure

Consultation Question 6

If yes, in order of priority, with 1 being the highest, which element of the new SEND funding enables providers to best meet the needs of children? (See table with options)

	Highest Priority	Average Priority	Least Priority
Universal	47	9	15
Targeted	17	34	20
Individual	30	22	19

Financial Intervention Panel Annual Report 2016/17

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

1. Introduction

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.

2. 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.

3. 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.

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- 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.

4. Analysis of submissions to FIPS

Analysis of cases

There have been 41 submissions during 2016/17 which is a rise of 28% from 2015/16. The number of Primary schools has remained consistent, but the main reason for this increase is due to the number of Secondary school submissions rising from 10 to 17.

Breakdown by School Type

	2014/15		2015/16		2016/17	
	No.	%	No.	%	No.	%
Primary Schools	32	84%	17	53%	17	41%
Secondary Schools	5	13%	10	31%	17	41%
Special Schools	1	3%	5	16%	5	12%
Nurseries/Childrens Centres	0	0%	0	0%	2	5%
Total	38	100%	32	100%	41	100%

Submissions from Schools

The main reason for submissions in 2016/17 has been around redundancy where we have seen a rise of 180% from last year. It should also be noted that of the 5 submissions by Special Schools 4 separate submissions have been made by 1 school

	2014/15	2015/16	2016/17
Redundancy (Stage 1 & 2)	14	10	28
Contingency	16	7	8
Vulnerable Budgets	0	1	1
Licensed Deficit	4	5	1
Falling Rolls applications		1	0
Other		8	3
Total	34	32	41

The 28 redundancy submissions came from: 12 Primary, 14 Secondary and 2 Special Schools.

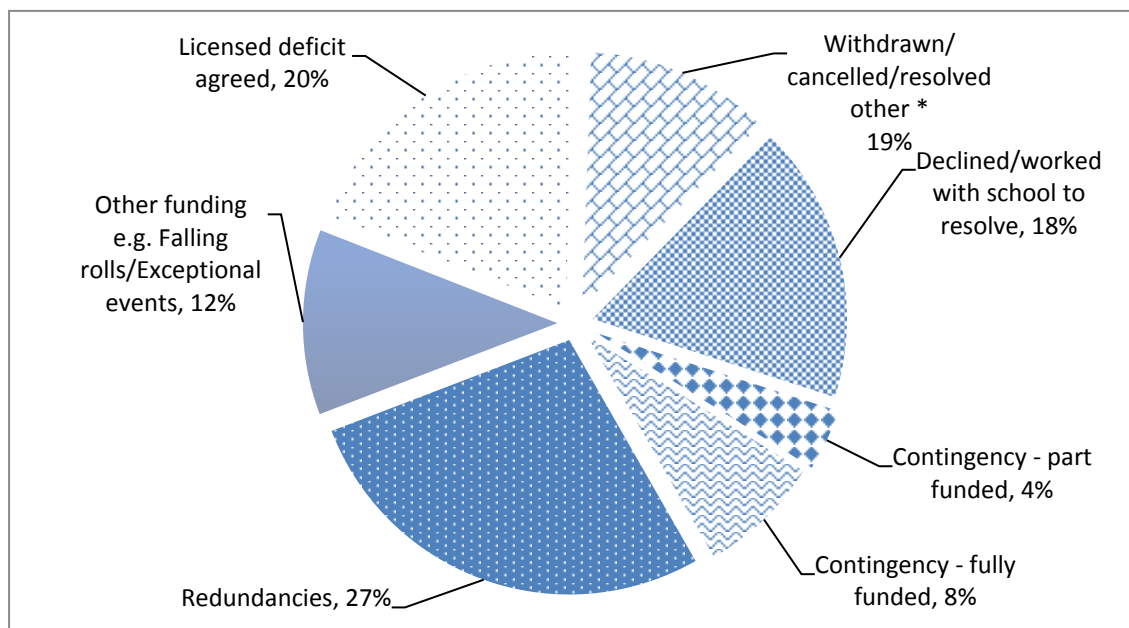
Outcome from cases submitted

The following table shows the decisions made by the panel and in some cases the decision has resulted in more than one outcome for a particular submission. For example, there may be an agreement to fund redundancies and have a licenced deficit in the first year.

	2014/15	2015/16	2016/17
Withdrawn/cancelled/resolved other **	7	6	6
Declined/worked with school to resolve	5	3	9
Contingency - part funded	8	0	2
Contingency - fully funded	7	1	4
Redundancies	10	13	14
Unknown w/o further investigation	1	0	0
Other funding e.g. falling rolls/Exceptional events		4	6
Licensed deficit agreed		5	10
Total	38	32	51

** includes subsequent academisation

As part of the agreements in 2016/17 there are 3 licenced deficits for 2017/18 and 1 for 2018/19.



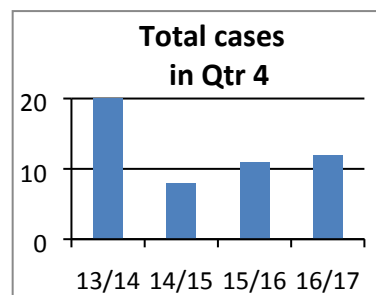
Comparison of 4th Quarter Submissions

The number of submissions in the 4th quarter has remained at a similar volume to last year and have been largely requesting redundancy. One reason for this is around the change in the enhanced redundancy pay from April 2017.

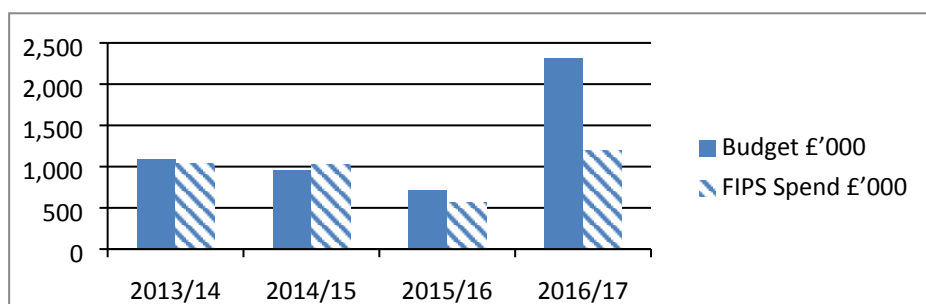
13/14	14/15	15/16	16/17
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Redundancy	11	2	8	9
Contingency	9	5	0	3
Vulnerable budget	0	0	0	0
Licensed deficit	0	1	2	0
Falling rolls application			1	0
Other	0	0	0	0
Total cases	20	8	11	12



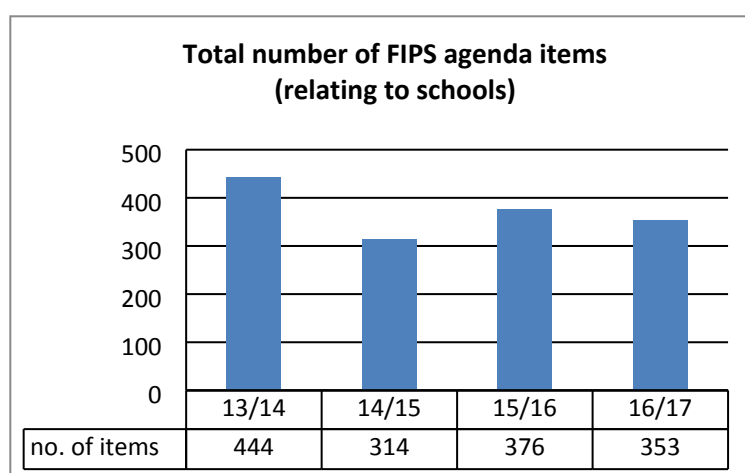
Budget vs Spend



	2013/14	2014/15	2015/16	2016/17
Budget £'000	1,086	952	712	2,309
FIPS Spend £'000	1,042	1,021	560	1,191

The spend within FIPS has returned to levels prior to 2015/16 as schools begin to see the pressures of tighter budgets.

The FIPS budget includes a carry forward of £0.833 million from 2015/16 and of the surplus £1.118 million to be carry forward to 2017/18 there are already redundancy costs up to £1.181 million committed as a result of submissions during 2016/17.



The number of items on the FIPS agenda has seen a slight drop and the breakdown below shows what actions have been undertaken to resolve the submissions across the year.

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	15/16	16/17
No. of schools on monthly monitor	30	13
No. of letters sent from FIPS	274	185
No. of pre-notice of concern/warnings/serious concern letters	8	
No. of FIPS meetings held	23	22
Workshops with schools **	10	10
FRS reports analysed & queried	125	163
Budget Plans Analysed & queried	232	128

** This does not include approximately 20 meetings for 1 particular school in 2015/16.

5. Summary

The Panel continues to provide support when it is satisfied that the governing body has taken every action it possibly can. Where the Panel decides to provide support for a school in financial difficulty, this may not always be of a financial nature (i.e. financial support or the provision of a loan) but could also be in the form of leadership support or licenced deficit.

With the current uncertainty of the National Funding Formula; continued challenging fiscal environment and a cash flat DSG settlement, the role of FIPS has become much more proactive in identifying and engaging with schools with vulnerable budgets at an early stage.

MARY DAVIS
County Treasurer

JO OLSSON
Chief Officer for Children's Services

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

SCHOOLS FINANCE GROUP Notes of meeting on 24 May 2017 at Larkbeare House

		Attendance		
		24/5/17	1/3/17	4/1/17
DCC				
Nicola Allen	Senior Assistant County Treasurer	Apologies	✓	✓
Julian Dinnicombe (Chair)	Head Accountant (Education & Learning)	✓	✓	Apologies
Adrian Fox	Senior Accountant (Schools)	✓	✓	✓
Heidi Watson-Jones	Service Support Officer (Education)	✓	✓	✓
DAPH				
Jonathan Bishop	Broadclyst Primary	Apologies	✓	Apologies
Alun Dobson	Marwood Primary	✓	✓	✓
Jamie Stone	Denbury Primary	✓	✓	✓
Paul Walker	Sidmouth Primary	✓	✓	✓
DASH				
Daryll Chapman	Okehampton College	✓	Apologies	✓
Lorraine Heath	Uffculme College		✓	✓
Gareth Roscoe	The Park Community School	Apologies		
Matthew Shanks	Templar Academy Schools Trust	Apologies	✓	✓
David Fitzsimmons	Holsworthy Community College		Apologies	Apologies
SHAD				
Keith Bennett	Marland School	Apologies	✓	✓
Jacqui Warne	Learn to Live Federation	✓	✓	✓
DAG				
Faith Butler	Special	✓	✓	✓
Malcolm Dobbins	Primary	✓	Apologies	✓
Jill Larcombe	Secondary	✓	✓	✓
Alex Walmsley	for Malcolm Dobbins		✓	
EY Providers				
Gemma Rolstone	Early Years – NDNA for PVI providers	✓	✓	✓
In Attendance				
Dawn Stabb	DCC - Head of Education & Learning	✓		
Julia Foster	DCC - SEN Strategy Manager	✓		
Simon Niles	DCC – Children's Services Strategic Manager	✓		
Marie Stone	DCC– Early Years Accountant	✓		
Claire Rockliffe	DCC – Senior Manager, Early Years & Childcare Service	✓		

1. Item/Focus: Minutes and Matters Arising from meeting on 1 March 2017

Discussion:

- Outline detail of 17/18 Babcock contract- General Funding (workstreams and budget allocations) is now available for circulation to schools.
- Noted a draft schedule of Babcock services (information for Governors) was recently shared at HLG and will be circulated through DAG when finalised.
- Discussed how different funding streams are directed to provide a range of services benefitting a particular group of vulnerable children. (e.g. High Needs/EP service and EH4MH)
- Finance agreed to look again at the figures to provide a further overview report of funding sources supporting the education of children (incl. DSG and General Fund, and specific pots for particular groups (e.g. CiC). Suggested that matching spend against outcomes and areas

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of development would be helpful.	
Key Decision/ Issues for DEF:	Minutes were agreed as an accurate record.
Action:	<ul style="list-style-type: none"> Babcock contract by workstream (general funding and DSG) schedule for 17/18 to be circulated to SFG JD NA to confirm action completed re. seeking recourse through NPS for cost implications due to poor school building design issues (from 1/3/17 mtg).
2. Item/Focus: High Needs (Julia Foster)	
Discussion:	
<ul style="list-style-type: none"> Julia Foster gave an overview of the recent High Needs task group discussion. Proposals from the group will be developed and presented through the autumn term consultation process. This will include special school funding and banding of SEN need. Noted work to be undertaken alongside Peninsula colleagues on SEN banding, and collective contract negotiation with ISPs. Noted recent Tribunal outcome for a post-16 SEN student, where an independent provider, as LA witness, had recommended additional provision during the Court hearing without prior LA consultation and changed evidence which had financial implications. LA to raise with DfE. Felt that DCC Members should be made aware, to enable them to lobby Government to change policy around use of ISPs. The group felt that this should also be raised formally at DEF. There were concerns that Members are not well informed about school funding and high needs issues. Discussed whether Devon's reliance on ISPs is replicated in other LAs. It was felt that a strategic change of direction is needed to reduce independent placements and improve negotiation of placement costs. Discussed difficulty in securing capital investment to establish new special schools. Noted the task group had requested feedback on the modelling of impact of the AWPU reduction / non-statutory E3 changes. Had requested that detailed high needs monitoring reports be considered regularly at SFG. Noted Month 2 will be first, and could be circulated to SFG for information when available. High Needs updates and monitoring remains a standing agenda item. DS outlined that locality directors for Social Care and Early Help will join her at her locality meetings with head teachers to enable engagement. J Warne requested a conversation at LA SENTient Heads group to look at value for money and expected outcomes through the EHCP process, with rigorous peer monitoring and reporting. Once trialled, the criteria and model could then be put into practice with the Independent Sector. Matching SEN descriptors to funding models will be part of the proposals in the HNB Strategy for consultation in the Autumn The group considered re-aligning processes to remove non-statutory Element 3 and looking more closely at Early Help provision. Need to re-focus on the funding supporting the school and not the individual child, with challenge to schools to account for how the funding has been deployed suggested a task group to look at this. Member scrutiny of budgets and performance will now be through a dedicated Children's Services Scrutiny committee, which was welcomed, and will provide an opportunity for improved Member knowledge and understanding of the budgets and wider education issues. Discussed how SEN need has now outstripped the funding available. JD confirmed that Secretary of State's adjudication would be expected following the election. 	
Key Decision/ Issues for DEF:	<ul style="list-style-type: none"> DEF to note issue regarding independent sector provider input at a recent SEN Tribunal outcome High Needs task group to examine options for future allocation of non-statutory Element 3 SEN funding to schools.
Actions:	<ul style="list-style-type: none"> SEN Tribunal outcome to be raised at DEF, and with DfE JF JF to look at data to evaluate at what point (ages / from which schools) children typically enter the Independent Sector. JD to circulate month 2 HNB monitoring when available.

	<ul style="list-style-type: none"> • JD to report on modelling of impact of the AWPU reduction against non-statutory Element 3 allocation . • HWJ to convene HN task group: to include DC, JS/PW/AD.
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3. Item/Focus: DSG Outturn 2016-17

Discussion:	<ul style="list-style-type: none"> • DSG outturn: £19.1m underspent, of which, £18.4m sits within ring-fenced school balances for carry forward. Noted level of school balances has reduced by £3.9m (17.5%) as compared to 2015/16 (on a like for like basis). • Noted some schools are carrying forward balances to offset predicted deficits and fund redundancies and significant restructures. • Understand that there have been approximately 300 redundancies within schools during the financial year, which will be having an ongoing impact on the bottom line. • Noted in-year allocation to DAPH had been fully spent; surplus balance equates to funds raised in year by the association. • Discussed maintained special schools surplus balances (£1.1m). Clarity around presentation and narrative within DEF report will be important. • Discussed expected savings around support centres and PSPs, which will see an accelerated reduction from now on.
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Key Decision/ Issues for DEF:	Report noted
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Action:	
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4. Item/Focus: Finance Issues

Growth Fund (Simon Niles)	<ul style="list-style-type: none"> • Growth fund under significant pressure alongside funding being withdrawn from Strategic Plan. Expecting £720k shortfall by end 2017/18 due to calls on growth from existing schools and the setting up costs for new schools. • Noted 52 schools in 16/17 showed growth in numbers (26 of which met the criteria and received funding). • Have seen applications from secondary schools expanding significantly but still within PAN and capacity, and therefore do not qualify for growth funding as not basic need (which linked to capacity of the building). • Considered implications for a school expecting an increase in September admissions (and therefore demand on staffing and teaching resources) which will not see associated funding come into its budget until the following April. • Considered whether the Growth Fund criteria need to be reviewed to narrow access to the fund, but still ensure that schools with the greatest need and exceptional circumstances are able to obtain funding. . Growth Fund criteria are set by SFG and approved by DEF. • Noted at previous SFG it was proposed that where a school is part of a MAT, that support could be provided from within the Trust.
Budget Consultation 2018/19	<ul style="list-style-type: none"> • Locality based consultation events will be planned for autumn term 2017 alongside Head of Service events to enable dialogue with head teachers. • De-delegation / consultation to be discussed following next SFG (12/7), with provisional additional end of term meeting date to allow for late notification of NFF consultation responses.
Apprenticeship Levy	<ul style="list-style-type: none"> • Noted that monthly charges have now been made to schools, which includes an adjustment for the school's proportion of the monthly apprenticeship levy allowance. • Levy charge is based on the actual monthly pay bill for each school. • Queried how staff on maternity leave would be accounted for. AF to clarify with HR

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Non-teaching superannuation cost increases	
<ul style="list-style-type: none"> • Letter has been circulated to schools outlining the issues. • Formal discussions could take place at Cabinet on 14/6, if there is a financial implication associated with any decision from discussions with members. A communication to schools will follow once the proposals for the way forward have been agreed. • Mindful that maintained special schools have been particularly hit due to the proportion of NJC support staff employed. • Noted that timing of the announcement had been unfortunate as many Governing Bodies had recently approved budget plans. • Expecting to focus on the impact that the delay in the notification may have caused to individual schools. 	

Key Decision/ Issues for DEF:	Updates noted
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Action:	<ul style="list-style-type: none"> • SN to convene review of Growth Fund criteria and report progress back July SFG • Growth Fund forecast deficit/future funding to be on October SFG agenda • AF to clarify with HR what Apprenticeship Levy charge implications re. staff on maternity leave and long term sickness.
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5. Item/Focus: National Funding Formula and Early Years Consultation

National Funding Formula (Adrian Fox)	
<ul style="list-style-type: none"> • Notification of consultation outcomes expected late July • F40 modelling has been undertaken on request of the Department of Education to support Phase 2 response. • The group considered implications of recent capital investment in kitchens linked to KS1 Free School Meals, which may be discontinued, and replaced by breakfast provision. Concerns raised about implications for the possible expectation of schools to provide early morning childcare. 	

Early Years Consultation (Claire Rockliffe)	
<ul style="list-style-type: none"> • Early Years funding supplements are subject to consultation along with a review of EY SEN funding. • Three proposals have been put forward aiming to simplify allocation processes for supplement funding and increasing hourly rates for Early Years. • Consultation closes 31 May. A working group will meet early June to define recommendations in advance of 21 June DEF. • It is hoped that a 17% reduction in allocation can be achieved to reallocate through deprivation. Reduction in lump sum proposed either from April 2018 or to phase out over 2 years. • Consultation proposes that some SEN funding would be directed to increase hourly rate, and a fund retained centrally for highly complex children, targeted through specific deprivation factors. • Discussed how clarification around ratios will have an impact on decisions within different settings. • Mindful that many settings do not engage with the LA and may be surprised by the changes, although the LA has shared information widely. • SFG endorsed the action plan, CR to provide an update at the 12 July SFG. 	

Key Decision/ Issues for DEF:	Updates noted
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Action:	CR to update on EY funding consultation outcomes at 12 July SFG meeting.
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6. Item/Focus: FIPS Annual Report

Discussion:	
<ul style="list-style-type: none"> • The group considered the report. Noted a slight increase in submissions from schools and an 	

<p>increase in redundancy applications.</p> <ul style="list-style-type: none"> FIPS submissions can result in a range of outcomes to deal with the request (e.g. contingency payment and licensed deficit). Noted that the impact on FIPS has not been as significant as expected, although mindful that NFF is still to be clarified which is likely to have ongoing repercussions. 	
Key Decision/ Issues for DEF:	Report noted
Action:	
7. Item/Focus: Mutual Fund Board and Appeals	
Discussion:	
<ul style="list-style-type: none"> Outturn surplus larger than expected, due to drop in expected March payments. 17/18 has seen 6 additional schools join the Mutual Fund. £583k year-end surplus predicted which will be monitored during the year. It was felt that the Mutual Fund is operating well and is self-sufficient. 	
Key Decision/ Issues for DEF:	Report noted
Action:	
8. Item/Focus: Items for DEF on 21 June 2017	
Items for inclusion in the Finance Report to DEF	
<ul style="list-style-type: none"> FIPS Annual Report DSG Outturn and carry forwards Secretary of State adjudication if available, with options for possible next steps. Early Years consultation Support for schools following High Needs / Independent provision 	

Next meetings:

Wednesday 12 July 2017 from 9.15am – venue to be confirmed

- NFF update
- EY consultation outcomes and proposals
- Growth Funding criteria
- Autumn term consultation events.

Wednesday 4 October 2017 from 9.15am – Larkbeare (Exe Room)

- Growth Fund for 18/19 onwards

SCHOOLS ORGANISATION, CAPITAL AND ADMISSIONS GROUP
Notes of meeting
on 6 June 2017 at Larkbeare

		Attendance		
		6/6/17	28/2/17	10/01/17
DCC				
Chris Dyer (Chair)	Head of Built Environments	✓	✓	✓
Andrew Brent	Policy Officer	✓	✓	✓
Fran Butler	EY Childcare Sufficiency Lead	✓	✓	Apologies
Christine McNeil	School Organisation Policy Manager	✓	✓	✓
Heidi Watson-Jones	Service Support Officer (Education)	✓	✓	✓
DAPH				
Hilary Priest	The Grove Primary	✓	✓	✓
Caroline Boothe	Hatherleigh Primary	Apologies	✓	✓
Alun Dobson	Marwood Primary	✓	✓	✓
Jan Reid	Yeo Valley Primary	✓	Apologies	✓
DASH				
Daryll Chapman	Okehampton College	✓		Apologies
Paul Cornish	Newton Abbot College	Apologies	✓	✓
Rob Haring	Ivybridge Community College	✓	✓	Apologies
SENTient Heads				
Karen Rogers	Lampard School	Apologies	Apologies	✓
Sarah Pickering	Mill Water School	✓		
DAG				
Ian Rogers	Secondary	✓	✓	Apologies
Diocesan Representatives				
Mary Cox	Plymouth CAST	Apologies	Apologies	Apologies
Christina Mabin	Exeter Anglican Diocese (Admissions)	✓	✓	✓
Richard Power	Exeter Anglican Diocese (Capital)			✓
Union Representatives				
John Staddon	TCC	Apologies	Apologies	✓
Steve Ryles	JCC	✓	-	-
In Attendance				
Nigel Coleman	NPS	-	-	Apologies

1. Item/Focus: Minutes and Matters Arising from meeting on 28 February 2017

Discussion:

- FB discussed EY SENCo support with Sam Chapman (Babcock) – briefing to be circulated. Eligibility for SEND funding and more about EY SEND support can be found on the Babcock website: <http://www.babcock-education.co.uk/ldp/v.asp?rootid=2346&folderid2346&depth=1>
- Discussed letter from LA to Year 8 and 9 parents re. atypical admissions protocol (UTC/studio schools). DASH felt the letter could have given a stronger message about notifying parents to fulfil a DfE statutory obligation. Understood that letter was not sent to schools prior to wider mailing in March. **AB** to re-circulate DfE notification and the LA letter. **AB** reiterated that the correspondence was in no way a recommendation to parents.
- DASH raised issues around potential staffing implications of year groups reducing at Year 10.
- FB shared number of 3 and 4 year old Devon children entering Early Years provision in neighbouring authorities. Discussed patterns, particularly high numbers in Plymouth which may mirror employment locations of parents.
- Nigel Coleman asked to confirm 2017/18 Devon Maintenance Partnership rates.

Key Decision/ Issues for DEF:

- Minutes of previous meeting agreed as an accurate record.

Action:	HWJ to circulate EY SEN briefing AB to circulate letter and DfE guidance re. atypical admissions to SOCA. Done 6.6.17
2. Item/Focus: Admissions Round 2017 (Andrew Brent)	
Discussion:	
<ul style="list-style-type: none"> • Noted data outlining admissions in Devon schools by parental preference. • Discussed issues of schools admitting significant numbers over PAN, based on parental preference, which the admissions authority must try to accommodate while neighbouring schools are undersubscribed. Noted particular issue in Totnes where an expected building development has been postponed. • Concerns were raised about how some schools seem to be manipulating Admissions Numbers in-year to either accept or reject additional pupils in different circumstances. • Noted that several schools appear to be looking to reduce PANs to enable more effective resource management. LA concerned that these reductions could have ongoing implications for admissions management. Noted SFG had discussed implications for Growth Fund applications from schools based on PAN. • Discussed cases where no application or preference had been made. 	
Key Decision/ Issues for DEF:	Report noted
Action:	AB to provide further information in September when the normal round has been completed.
3. Item/Focus: Composite Prospectus for 2018 Entry (Andrew Brent)	
Discussion:	
<ul style="list-style-type: none"> • Noted 2-part Composite prospectus including Step by Step Guide (process) and the Admissions Directory (school information). • Important that schools check the online directory to ensure school information is accurate. 	
Key Decision/ Issues for DEF:	Report noted
Action:	Phase Associations to remind schools to update information held within the Admissions Directory at https://new.devon.gov.uk/schools/school/
4. Item/Focus: Fair Access Protocol (Andrew Brent)	
Discussion:	
<ul style="list-style-type: none"> • Noted no significant changes are being proposed. • LA had discussed clarification for Primary Schools with DAPH. AB to circulate a revised draft to SOCA when completed. 	
Key Decision/ Issues for DEF:	Report noted
Action:	AB to circulate revised draft to SOCA for comments
5. Item/Focus: Annual Admissions Report (Andrew Brent)	
Discussion:	
<ul style="list-style-type: none"> • Annual Report must be submitted by end of academic year. • Phase Associations are welcome to forward any comments for inclusion directly to Andrew Brent. • Note that schools are increasingly questioning some admissions due to local resourcing concerns. Admissions team aims to flag Headteacher concerns to SEND 0-25 team where relevant which can assist schools to access support for individual pupils. 	
Key Decision/ Issues for DEF:	Update noted
Action:	AB to circulate to SOCA for comments

6. Item/Focus: Admissions Arrangements 2018/19 and 2019/20 (Andrew Brent)	
Discussion:	
<ul style="list-style-type: none"> • 2018-19 policies must have been determined and published on websites. • Draft policies to be distributed to schools at the beginning of September. • Governing Body meetings to consider a policy for 2019-20 during September. • Consultation for faith schools with diocese by the beginning of October. • Public consultation for admission arrangements will run from 1 Nov 2017 – 5 Jan 2018. • Governing Body meetings to take place by end February and arrangements must be published online by each admissions authority school by 15 March 2018. 	
Key Decision/ Issues for DEF:	
Action:	Phase Associations to remind schools of timeframe for Governor determination of admission arrangements and publishing on school website.
7. Item/Focus: Summer born children and delayed admissions (Andrew Brent)	
Discussion:	
<ul style="list-style-type: none"> • Summer born children may delay admission until the September after their 5th birthday. This can require a fresh reception application in year, or for the following year's intake; which must be with the agreement of the school Headteacher and will be considered on a case by case basis. • To clarify the situation for parents, AB has drafted forms for parents' application and for headteachers to detail the school's decision. • Headteachers to be mindful of the reasons given for either accepting or declining the delayed admission request which must reference to the child's circumstances within the school. • Discussed implications where children could miss Year 6 to move directly to secondary, leave school at age 16 without GCSEs or risk not being entitled to funding for post 16 education. • Noted that children may still access 3 & 4 year old full-time EY entitlement provision up to statutory school age; SOCA raised concerns about ambiguity around admissions code and Early Years funded entitlements 	
Key Decision/ Issues for DEF:	Report noted
Action:	AB to circulate information on reasons given for approval and rejection of delayed admissions requests and to bring full report to September meeting detailing all requests via the LA during this academic year.
8. Item/Focus: Early Years Update report (Fran Butler)	
Discussion:	
<ul style="list-style-type: none"> • New Provider Agreement will replace LA conditions of funding; draft to be circulated shortly. Will come into effect from 1 September 2017 when extended entitlement begins. • Approximately 500 families so far confirmed as eligible to access a childcare provider. • Noted concerns around tax credit implications for families; all enquiries being directed to HMRC. • Families must ensure that eligibility is validated online by LA by 31 August to ensure that provision can be accessed in autumn term. Some schools and EY providers are successfully holding workshops for parents to assist with the eligibility process. Parents may check eligibility up to 16 weeks prior to the child's 3rd birthday. • Following delays around Elections and Purdah, expecting a national government awareness campaign to be launched. • Schools and providers may look at information on EYCS website, Facebook or contact DCC Early Years team helpline (01392 385530) • All providers recommended to subscribe to DCC Early Years online Digest newsletter. • Discussed ratios and qualifications for school staff in Nursery provision. Confirmed that maintained schools with nursery provision must have a qualified teacher during school day. Guidelines vary for Academies and independent schools. All staff requirements can be found 	

on pages 23-26 at: <https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2>

Key Decision/ Issues for DEF:	Report noted
Action:	FB / DAPH to reissue Foundation Stage Statutory Framework re. Early Years ratios and qualified staff in school nursery provision (as above) FB to confirm take up of full entitlement for 3 and 4 year olds. N.B. The take up of the full entitlement of 3 and 4 year olds was 83% in Spring 2017 down from 83.3% in Autumn 2016 but up from 82% in Spring 2016. DAPH to recommend that all schools subscribe to DCC Early Years online Digest newsletter via: https://new.devon.gov.uk/eyscs/whats-new/

9. Item/Focus: NPS Update report

Discussion:

- Confirmation sought on DMP rate for 2017/18

Key Decision/ Issues for DEF:	Report noted
Action:	HWJ / NC to confirm and circulate DMP per pupil rate

10. Item/Focus: Capital Programme Update (Chris Dyer)

Discussion:

- Capital Allocation announced on 31 March 2017.
- £6.3m allocated which may enable additional works to be commissioned above the 50 significant capital projects already planned to commence over summer holiday period.
- EFA now undertaking new round of condition data collection surveys (CDC surveys) to include every school up to summer 2018. Noted Chris Dyer sits on EFA CDC working group as LA representative for maintained schools.

Key Decision/ Issues for DEF:	Update noted
Action:	

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

Discussion:

- Noted Free Schools which have recently been considered by DfE. The Dart School proposal was not approved for additional provision in Newton Abbot area, possibly due to current surplus of vacant places in local area.
- Noted Charlton Lodge Special Free School proposal was not approved, but as deemed strategically necessary, DCC is preparing a business plan to continue with site redesign involving SEN colleagues. Aiming for September 2018 opening.
- Requesting Cabinet approval for consideration and selection of sponsor for a new primary school in Okehampton area from September 2018 due to increased numbers from new building developments. Suggested that a SOCA member be involved in the selection panel.
- Discussed increase in permanent exclusions and impact on schools being asked to admit excluded children with additional needs which have not been formally assessed through EHCP process, and who might otherwise be admitted to residential settings with associated increased cost.

Key Decision/ Issues for DEF:	Report noted
Action:	Phase Associations to nominate member for sponsor selection for new primary school – directly to Christine McNeil.

NEXT MEETING

Tuesday 26 September 2017
9.30am at Larkbeare (Exe Room)

