



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)

Your ref :  
Our ref :

Date : 6 February 2020  
Please ask for : Karen Strahan, 01392 382264

Email: [karen.strahan@devon.gov.uk](mailto:karen.strahan@devon.gov.uk)  
:

## **CABINET**

Friday, 14th February, 2020

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

## **A G E N D A**

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

1 Apologies for Absence

2 Minutes

Minutes of the meeting held on 15 January 2020 (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**

- 7 Revenue Budget, Medium Term Financial Strategy 2020/2021 - 2023/2024 and the Capital Programme for 2020/2021 - 2024/2025

Report of the County Treasurer (CT/20/19) on the Council's Budget and Cabinet Service Budgets for 2020/2021, will follow.

The Cabinet will accordingly also consider the outcome of the Budget Consultation Meetings (CSO/20/04) and the Scrutiny Budget Recommendations (CSO/20/05).

*Electoral Divisions(s): All Divisions*

- a Budget Consultation Meetings (CSO/20/04) (Pages 1 - 4)  
b Scrutiny Budget Recommendations (CSO/20/05) (Pages 5 - 6)

## **KEY DECISION**

- 8 Admission Arrangements and Education Travel Policies: Approval to admission arrangements for subsequent academic year and Transport Policy (Pages 7 - 22)

Report of the Head of Education and Learning (CS/20/04) seeking approval to the Admission & Education Transport Policies for 2020-21 and 2021-22, attached.

The proposed amendments to each policy are outlined in the Report, but the full policies can be viewed from the links in the Report, with changes annotated in red:

- Published Admission Numbers for community and VC schools for 2021-22 (Appendix One)
- Catchment areas for community and VC schools for 2021-22 set (Appendix Two)
- Admissions timetable for the next year (Appendix Three)
- Normal Round Co-Ordinated Admissions Scheme for 2021-22 (Appendix 4)
- In-Year Co-Ordinated Admissions Scheme for 2020-21 (Appendix 4)
- Education Transport Policies (Education Transport Policy and Post-16 Education Transport Policy) for 2021-22 (Appendix 5)

All policies for consideration have been subject to an Equality Impact Needs Assessment, at [www.devon.gov.uk/admissionarrangements](http://www.devon.gov.uk/admissionarrangements)

*Electoral Divisions(s): All Divisions*

## **MATTERS REFERRED**

- 9      Referral back of Cabinet Decision (Littlehempston Cycle and Foot Path (Cabinet Minute \*450 / South Hams HATOC Minute 84)

In line with paragraph 10.3 of the Cabinet Procedure Rules, Councillor J Hodgson has asked that this matter 'Littlehempston Cycle and Foot Path' (Cabinet Minute \*450 of 15 January 2020) be referred back to this meeting for further consideration.

By way of a background, at its meeting on 15 January 2020, the Cabinet considered the views of the South Hams Highways and Traffic Orders Committee who, at their meeting on 29th November 2019, had reviewed the issue of public access across the South Devon Railway (SDR) pedestrian bridge (Minute 84 referred). The South Hams Highways and Traffic Orders Committee had resolved that *'given the lack of progress over time, Cabinet be recommended to investigate the public use of the pedestrian railway bridge by compulsory purchase if necessary, given its importance and benefit as a public amenity'*.

Cabinet subsequently considered the matter on the 15<sup>th</sup> January 2020 and resolved that *'(a) that no further work is undertaken on investigating whether the footbridge could be used by the public and the development of a multi-use trail to Littlehempston; and (b) that Compulsory Purchase Order should not be pursued as it cannot be justified, for the reasons outlined below.*

- *the scheme need is not a compelling case in the public interest in terms of transport, safety, or economic development;*
- *the scheme is not included in the County Council's Cycling and Multi use Trail Strategy and there is no current funding allocation; and*
- *24-hour public access through the footbridge impacting on South Devon Railway Station and the Rare Breeds Farm would have significant security issues. The Council would need to make provisions in order to effectively increase the security in the area, adding an additional cost to the scheme which would not be in the public's interest.*

The matter is therefore before the Cabinet again as part of the Local Member 'referral back' process.

*Electoral Divisions(s): Totnes & Dartington*

## **STANDING ITEMS**

- 10      Question(s) from Members of the Public

*Electoral Divisions(s): All Divisions*

- 11      Minutes

Minutes of the bodies shown below are circulated herewith for information or endorsement as indicated therein (i.e. any unstarred minutes):

- (a)      Devon Education Forum - 22 January 2020 (Pages 23 - 28)

[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](#)

*Electoral Divisions(s): All Divisions*

12 Delegated Action/Urgent Matters (Pages 29 - 30)

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.

*Electoral Divisions(s): All Divisions*

13 Forward Plan (Pages 31 - 38)


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?RPIId=133&RD=0&bcr=1> ]

*Electoral Divisions(s): All Divisions*

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

<i>Notice of all items listed above have been included in the Council's Forward Plan for the required period, unless otherwise indicated. The <a href="#">Forward Plan</a> is published on the County Council's website.</i>
<i>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.</i>
<i>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.</i>

<b>Membership</b>
Councillors J Hart (Chair), S Barker, R Croad, A Davis, R Gilbert, S Hughes, A Leadbetter, J McInnes and B Parsons
<b>Cabinet Member Remits</b>
Councillors Hart (Policy, Corporate and Asset Management), Barker (Resources), Croad (Community, Public Health, Transportation & Environmental Services), Davis (Infrastructure Development & Waste), R Gilbert (Economy & Skills) S Hughes (Highway Management), Leadbetter (Adult Social Care & Health Services), McInnes (Children's Services & Schools) and Parsons (Organisational Development & Digital Transformation)
<b>Declaration of Interests</b>
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.
<b>Access to Information</b>
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.
<b>Webcasting, Recording or Reporting of Meetings and Proceedings</b>
<p>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: <a href="http://www.devoncc.public-i.tv/core/">http://www.devoncc.public-i.tv/core/</a></p> <p>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.</p> <p>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.</p>
<b>Questions to the Cabinet / Public Participation</b>
<p>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.</p> <p>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. The name of the person asking the question will be recorded in the minutes. For further information please contact Karen Strahan on 01392 382264 or look at our <a href="#">website</a></p>
<b>Emergencies</b>
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<p>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: <a href="mailto:centre@devon.gov.uk">centre@devon.gov.uk</a> or write to the Democratic and Scrutiny Secretariat at County Hall, Exeter, EX2 4QD.</p>
 Induction loop system available

## **NOTES FOR VISITORS**

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**SatNav** – Postcode EX2 4QD

## **Walking and Cycling Facilities**

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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).

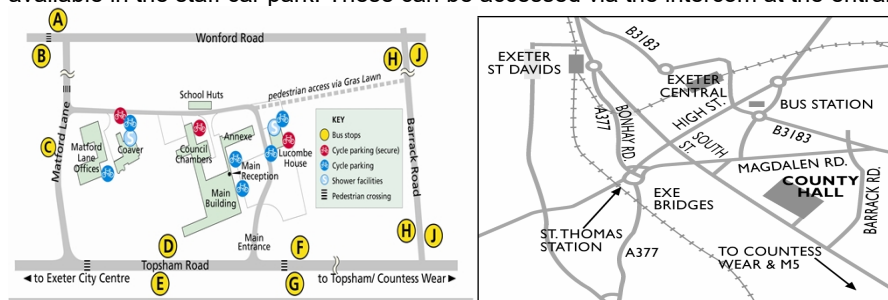
## **Car Sharing**

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







CSO/20/4  
Cabinet  
14 February 2020

## **COUNTY COUNCIL BUDGET CONSULTATION 2020/21 WITH DEVON'S BUSINESS COMMUNITY, REPRESENTATIVES OF OLDER PEOPLE AND THE VOLUNTARY SECTOR AND TRADE UNIONS**

**1.0 Recommendation:** that the contents of the report and the representations of the consultees be noted.

### **2.0 Introduction**

2.1 The Leader of the Council, other Members and officers met with the representatives of the Business Community, organisations which champion the cause of older people and the voluntary sector, and Trade Unions. This was to discuss the County Council's budget for 2020/21 in line with statutory requirements and previous good practice.

### **3.0 Budget Consultation with Parish and Town Councils**

3.1 The Leader of the Council attended three local meetings during November and December 2019 as part of the budget consultation process. These were based on existing Town and Parish Cluster meetings or similar in each District or City Council area.

3.2 At each meeting the Leader gave a short presentation of key budgetary issues and factors affecting the County Council and the wider Devon area before inviting open questions.

3.3 The key themes to emerge included: Highway maintenance and attention to minor rural roads; School funding and new school planning; DCC's action on the climate emergency, and Social Care funding for the elderly and tackling issues such as loneliness and isolation.

3.4 Other issues raised included: Recycling collections; The future of healthcare; Parking regulations, and Police funding.

3.5 Issues and suggestions related directly to the budget and efficiency included: Rural transport subsidies, and the budgetary risks associated with an ageing population.

# Agenda Item 7a

## **4.0 Budget Presentation**

- 4.1 The Deputy County Treasurer gave a presentation on the 2020/21 budget at each of the three consultative meetings.
- 4.2 The presentation first reflected upon the significant changes to the way in which Local Government has been funded over the last 10 years. The reduction in core funding from 2010/2011 to 2019/20 was outlined in terms of the cash reduction year on year and the real term cumulative impacts on the Council.
- 4.3 The presentation also highlighted the current position in terms of the revenue budget for 2019/20 and the reserves and balances in terms of the County fund and the earmarked reserves. The earmarked reserves of Devon County Council were compared with the reserves of other English County Councils.
- 4.4 Looking forward to 2020/2021 and beyond, while much was expected to take place in this year, including the start of a new multi-year settlement, the Fairer Funding Review, 100%/75% Business Rates Retention schemes, and a Business Rates reset, this is now expected to be delayed, due to the recent tumultuous political climate in central government. Furthermore, the basic increase in Council Tax that will trigger a referendum is now 2%.
- 4.5 The presentation underlined that after 9 years of reductions in Government funding, core funding is increased by 1.6% (CPI inflation). Furthermore, there is an additional £14 million of Government funding for Social Care and the Adult Social Care Precept has extended to a further 2% available in 2020/21.
- 4.6 Finally, the presentation outlined the budget targets for 2020/21 and the budget timetable. As part of these budget targets, £50.636m of Investment in Services of which £41 m is for Adults and Children's Services was highlighted.

## **5.0 Representatives of Older People and the Voluntary Sector: 14 January 2020**

- 5.1 Representatives at this meeting included Revd Iain McDonald (Devon Faith and Belief Forum), Sarah Broadbent (Fawcett Society), Julia Paget (Plymouth and Devon Racial Equality Council), David Incoll (CAB), Sheila Curzon (National Pensioners convention), Andrea Scott (Age Concern Barnstable and District), Molly Holmes (Age UK Mid Devon), Shirley Fewings MBE (Assist Teignbridge), David Rogers (Healthwatch Devon), Leila Manion (Living Options), Julia Bonell (Parent Carer Forum Devon), John Duncan (Retired Members Unison), Victoria Mitchell (Parent Carer Forum Devon), Nrvan Zawal (Hikmat Devon CIC).
- 5.2 Issues and questions raised by the group and discussed with County Council representatives included:
- the level of core funding for communities and groups having reduced in recent times and questions on the effectiveness of Crowd Funding;
  - the increasing level of DCC employees;
  - the collection of council tax for those on social care;

- the level of diversity within DCC employment;
- the ability to deliver Extra Care schemes with District Councils and housing associations;
- the level of funding for Children's Services considering recent Ofsted and CQC inspections;
- the importance of sustained partnerships between the voluntary sector and the County Council in meeting the needs of people in Devon and reassurance that the Council will continue to support voluntary organisations; and
- the importance of sustained support of carers and the need for greater investment.

## **6.0 Representatives of Trade Unions: 14 January 2020**

6.1 Representatives at this meeting included Andy Bowman (UNISON), Paul Gosling (NAHT Devon), Darienne Flemington (UNISON), Tim Hodge (Devon NUT), Julia Neal (NEU) and Nigel Williams (Devon NASUWT).

6.2 Issues and questions raised by the group and discussed with County Council representatives included:

- the potential impact of Brexit on the Council;
- the funding of library services in Devon;
- the potential of the Business Rates pilot scheme of 2019/20 being repeated; and
- the provisions for staff pay rises.

## **7.0 Representatives of the Business Community: 15 January 2020**

7.1 Businesses and organisations represented at this meeting included John Laramy (Exeter College), Derek Phillips (Exeter Chamber of Commerce), Helen Hart (Devon & Plymouth Chamber Of Commerce), Andrew Butler (NFU) and Sue Goodfellow (Devon Wildlife Trust).

7.2 Issues and questions raised by the group and discussed with County Council representatives included:

- a concern that Council finances could be affected by overspending in some areas;
- the need for greater communication between DCC and the business community;
- the Council's position on raising business rates;
- the impact of Climate Change on the Council;

# Agenda Item 7a

- the problems in creating a greater infrastructure for electric cars; and
- the level of spending on infrastructure.

## 8.0 Conclusion

The consultations carried out provided a positive opportunity for the people of Devon to specify their priorities in future service delivery, particularly in times of austerity where difficult choices have had to be made. The data collected, and feedback received provides a valuable snapshot of current opinion on where resources should and should not be allocated in future.

Jan Shadbolt, County Solicitor

### **ELECTORAL DIVISIONS: ALL**

#### Local Government Act 1972: List of Background Papers

Contact for Enquiries: V Church (01392) 383691  
Room: G31

<u>Background Paper</u>	<u>Date</u>	<u>File Reference</u>
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Nil

## Scrutiny Budget recommendations 2020/21

Scrutiny Committees' have reviewed the Government's provisional financial settlement and the spending targets determined by the Cabinet, expressing concern nonetheless at the continuing financial pressure faced by local authorities and the potential consequences on the ability of the Council to do what matters for the citizens of Devon; specifically, Scrutiny:

### Welcome and supports

1. Thanks the finance team for prudent financial management and the composition of the budget book.
2. Record thanks to the endeavours of the officers of the Council across all service areas.
3. The increases to budgets considering the demand led services and additional pressures on the budget. However, scrutiny does recognise the pressures resulting from the national living wage and inflation.

Children's	8.5%
Adults	10%
Communities, Public Health, Environment and prosperity	2.4%
Corporate services	7.1%
Highways infrastructure, development and waste	5.1%

### Record Concern

4. That the budgets prepared based on Cabinet's approved targets are sufficient to meet the demands placed on those services and that the apportionment of resources between the various services is appropriate and proportionate. Most notably:
  - the realism of achieving the £1.1million savings in children's services notwithstanding the edge of care work coming to fruition.
  - that based on the provisional nature of the Public Health settlement that sufficient funds are in place to ameliorate any shortfall in funding
  - and that the budget savings across the Health and Adult Care budget are achievable.
5. Ask for greater clarity over the breakdown of figures in the budget papers, for example opportunities from the Better Care Fund showing the support given to the third sector.

### Cabinet be asked to

6. Consider additional funds for the following:
  - I) Investment in the children's services workforce designed to curb the spend in agency cost
  - II) further investment in early help for SEND
  - III) The Prevention work as part of the STP made possible through significant partnership arrangements with and between Districts, the third and voluntary sector and the NHS including financial support to support and develop local community groups and charities.

# Agenda Item 7b

7. Ask Central Government to overhaul the budget setting process for Local Authorities including:
  - I) Move to four-year finance settlements to support financial certainty and longer-term planning
  - II) Giving clarity over settlement figures as soon as possible and in future as far in advance as possible to enable effective service planning.
8. Lobby Central Government and Public Health England to increase the Public Health Grant, recognising the insufficient funding for prevention work for the determinants of adverse childhood trauma and mental health and reiterating that investing in prevention will reduce spend by the NHS, DCC and Statutory Services upon treatment.
9. In the event there is additional funding in the Public Health Grant Settlement this be dedicated to prevention work with substance misuse, particularly alcohol and mental health.
10. Write to Secretary of State for Education requesting fair funding for schools; drawing attention to:
  - I. the insufficiency of High Needs Block Funding to meet the needs of children with SEND in Devon. The Committee requests that the funding formula is no longer based on outdated census data applied to meet current needs, and also takes account of complete pay and pension funding for non-teaching school staff.
  - II. Funding for small rural schools which are particularly prevalent in Devon.
11. To hold Central Government to account on promises and make it aware of the impact of policies namely:
  - I) Adequately resourcing additional responsibilities that may arise from the Prevention White Paper.
  - II) Recording concern about recruitment in Health and Adult Care following from the proposed points-based immigration system and from leaving the EU,
  - III) Call for the Swift publication of the Green Paper on Adult Social Care
12. Use the conclusions from the climate change citizens assembly, when available, to lobby central government to provide more significant funds available for local green measures possibly including public transport and cycling infrastructure.

## ADMISSION & EDUCATION TRANSPORT POLICIES FOR 2019-20 AND 2020-21

### Report of the Head of Education and Learning

*Please note that the following recommendations are subject to approval by the Cabinet and confirmation under the provisions of the Council's Constitution before taking effect.*

1. Note the admission arrangements were proposed and consulted on by the Local Authority.
2. Approve the admissions cycle timetable drawn up for the admissions arrangements cycle, set out at **Appendix Three**.
3. Determine the Normal Round Co-Ordinated Admissions Scheme for 2021-22, the In-Year Co-Ordinated Admissions Scheme for 2020-21 and the Education Transport Policies for 2021-22 summarised at **section 2** below.

### 1. PURPOSE OF REPORT

- 1.1 The Local Authority (Devon LA) has a statutory responsibility to propose, consult on and determine admission arrangements for community and voluntary controlled (VC) schools and co-ordinated admission schemes for the normal round of admissions to all state-funded schools. Consultation in Devon is held ahead of the statutory deadline for annual determination by Cabinet. Schools that are their own admissions authority (Foundation, Voluntary Aided, Academies and Free schools, University Technical Colleges and Studio Schools) are responsible for their own arrangements and determined by the governing boards and academy trusts.
- 1.2 This paper is to report the outcome of the consultation on primary and secondary school admission arrangements for 2021-22 and the co-ordination of primary and secondary school admissions and to seek approval to the schemes. Admission to special schools and fee-paying independent schools is outside the of scope these arrangements.
- 1.3 This paper also proposes the Education Transport Policies for 2021-22.

### 2. RECOMMENDATIONS

- 2.1 Members are requested to:
  - a) approve the Published Admission Numbers for community and VC schools for 2021-22 (see **Appendix One**)
  - b) approve the catchment areas for community and VC schools for 2021-22 set (see **Appendix Two**)
  - c) approve the admissions timetable for the next year (see **Appendix Three**)
  - d) determine the normal round co-ordinated admissions scheme for 2021-22 (see **Appendix Four**)
  - e) determine the in-year co-ordinated admissions scheme for 2020-21 (see **Appendix Four**)

# Agenda Item 8

- 2.2 Members are also requested to:
- f) approve the Education Transport Policies for 2021-22 (see **Appendix Five**)

## 3. CONSULTATION ON ADMISSION ARRANGEMENTS

- 3.1 Education Authorities are required to consult annually on their admission arrangements and to determine them by 28/29 February. Devon consulted on the proposed admission arrangements for community and VC schools for which it is the admissions authority and on the proposed co-ordinated admission schemes for primary and secondary schools. Where a school converts to academy status after determination, the published admission arrangements for them will remain in place.
- 3.2 Consultation took place from the beginning of November 2019 on the admission arrangements. It was open to own admission authority schools to participate in the consultation, including academies through an Admissions Traded Service. Joint consultation is intended to place as many admission arrangements in one place as possible for the benefit of consultees.
- 3.3 An email was sent to schools at the beginning of November 2019, notifying them that the consultation website was live. Details of the consultation were also sent electronically to all neighbouring LAs and the Church of England and Roman Catholic Dioceses, relevant Trades Unions, local Members of Parliament, the Children's Education Advisory Service, community groups and Early Years settings. The Devon Education Forum has been consulted through reporting to the School Organisation, Capital and Admissions Forum.
- 3.4 The consultation website set out all aspects of the proposed admission arrangements and enabled schools and other consultees to respond to the proposals online via email direct to Devon. Responses were required by 3 January 2020 in order to allow consultees time in which to respond.
- 3.5 The following were also used to publicise the consultation:
- An advert placed in the first edition of the Western Morning News in November 2019
  - Devon County Council website
  - Devon's "Have Your Say"
- 3.6 All community and voluntary controlled schools were sent a link to an admissions policy document for the school for 2021-22, drafted on the same lines as those for own admission authority schools.
- 3.7 The number of responses received remains low. The School Admissions Codes leave limited scope for a wide variety of lawful arrangements. Devon's arrangements have been consistent for a number of years with substantive amendments being introduced gradually and with consultation. Feedback from schools suggests that they are largely content with matters such as oversubscription criteria, Published Admission Numbers, catchment areas and the application process. The LA works closely with Diocese, headteacher and governor representatives throughout the year, discussing policy matters. A number of responses were received with regard to specific, local admissions issues, detailed at [www.devon.gov.uk/admissionarrangements](http://www.devon.gov.uk/admissionarrangements) This is in common with neighbouring LAs.



## 4. CO-ORDINATED ADMISSION ARRANGEMENTS 2021-22

- 4.1 Devon is required under the School Admissions Code to co-ordinate all normal round admissions to state-funded schools, with the exception of new Free Schools where the Department for Education's instruction may be to not coordinate. Devon has consulted annually on co-ordinated admissions schemes for primary and secondary schools; the proposed scheme for 2021-22 was a combined scheme for the Normal Round of Admissions into all state-funded schools. Normal round is the first opportunity to be admitted into any school, such as at the beginning of Reception, Year 3 for junior schools and Year 7 for secondary schools. It also includes Year 7 for all-through schools. It brought forward the arrangements from the previous academic year, with some amendments, detailed at **Appendix Four**. On average, the co-ordinated schemes manage 7,500 primary admissions, 7,000 secondary admissions and 6,500 in year admissions each year.
- 4.2 Devon's arrangements oversaw 15,006 applications for Devon-resident children for the 2019-20 normal round of admissions for all schools and academies. The percentage of children who received a place at the school most preferred by the parent increased in Devon and remains significantly above the most recent national averages<sup>1</sup>.

	2018-19		2019-20	
	Nationally	Devon	Nationally	Devon
<b>Secondary</b>				
Applications	582,761	7487		7346
First preference offered	82%	94%		94%
Any preference offered	95%	98%		98%
<b>Primary</b>				
Applications	608,180	7519		7272
First preference offered	91%	95%		97%
Any preference offered	98%	98%		99%

The data for national allocations for 2019 have not yet been released.

- 4.3 Devon is not required to co-ordinate in-year admissions to all state-funded schools. It must manage in-year applications for community and VC schools and extends this facility to all state-funded mainstream schools. The purpose is to enable parents to apply for one or more schools at the same time and promote a fair, transparent and lawful admissions process for all children in the county. By doing so, Devon seeks to minimise instances where children are missing education and ensure compliance with the School Admissions Code and School Admissions Appeals Code. Devon has consulted annually on an in-year co-ordinated admissions scheme; the proposed scheme for 2020-21 was brought forward from the previous academic year. As an integral part of a fair, legal and transparent admissions service, Devon-wide in-year co-ordination is supported by funding from the Dedicated Schools' Grant for all state-funded, mainstream schools.
- 4.4 Published Admission Numbers (PANs) were proposed for community and VC schools, taking into account the accommodation available, expected local demand, sensible organisation, a strategic overview of the number of places in an area, the constraints of Key Stage One Class Size Legislation and the flexibility to increase PANs where this becomes necessary. The proposed PANs are listed at **Appendix One** and can be found

<sup>1</sup> Taken from <https://www.gov.uk/government/statistics/secondary-and-primary-school-application-and-offers-2018>

# Agenda Item 8

in the individual admissions policy document for each school at <http://devon.cc/schoolpolicy>

- 4.5 The proposed catchment areas for community and VC schools were brought forward from the previous academic year with one amendment. This is the southern border for Hatherleigh Primary School. This is detailed at **Appendix Two**.
- 4.6 Devon's Fair Access Protocol provides for vulnerable children who otherwise would be out of school. It is continually reviewed in consultation with Devon schools and must reflect local circumstances. Work is ongoing with head teacher and governing board colleagues to review the Protocol. Cabinet will be invited to consider a revised version at the end of this process.
- 4.7 The primary and secondary co-ordination schemes have statutory deadlines. They must be determined by the end of February ahead of applications in September for admission the following September. This has been taken into account in a timetable for the admissions process which is detailed at **Appendix Three**.

## 5. OWN ADMISSION AUTHORITY SCHOOLS

- 5.1 Many schools in Devon are responsible for their own admissions policy and decisions in response to admissions applications. These are academy, free, studio, voluntary aided and foundation schools and university technical colleges (UTCs). At the time of writing, there were<sup>2</sup>:

Academy schools	170
Foundation schools	36
Free schools	7
Studio schools	1
University Technical College	1
Voluntary Aided	28

There remain, a number of schools for which Devon is the admissions authority:

Community schools	76
Voluntary Controlled	32

- 5.2 All LAs have a responsibility under the School Admissions Code to collate and publish the admission arrangements of all schools, including own admission authority schools. Devon meets this requirement by publishing a copy of all policies at <http://devon.cc/schoolpolicy> and reviews the policies of all schools to ensure that they are legally compliant. Where the DCC Admissions Service identifies that any part of a school's admission arrangements may be unlawful, it will raise the issue with the school's admissions authority and seek amendments to make the arrangements lawful. Where agreement is not reached, a decision on whether to formally object to the arrangements to the Office of the Schools' Adjudicator will be made and also, where appropriate, representations are made to the Regional School Commissioner and Education & Skills Funding Agency.
- 5.3 The first stage of the compliance process is to work closely with own admission authority schools with their admissions policies. Where amendments are made to policies for community and VC schools, they are recommended to all own admission authority schools. In most cases, Devon formulates the policy for own admission authority schools to consider and approve.

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<sup>2</sup> School types data is taken from the Department for Education's *Get Information About Schools* website for Devon schools and academies.

## **6. EDUCATION TRAVEL ARRANGEMENTS**

- 6.1 In previous years, the Education Transport Policy has been included in the admissions consultation and Members have been requested to consider them at the same time. The arrangements proposed for 2021-22 for statutory age children and Post-16 students are those previously determined for 2020-21 with changes proposed to wording to improve understanding, indicated by tracked changes in highlighted text.
- 6.2 There are no proposed changes to policy recommended to Cabinet for determination at this time.

## **7 FINANCIAL CONSIDERATIONS**

- 7.1 There are no direct financial considerations of this report. Further to the report to Cabinet last February on this matter, Devon has revised its Traded Service arrangements in response to the increased numbers of own admissions schools.

## **8 SUSTAINABILITY CONSIDERATIONS**

- 8.1 The admissions policy supports the principle of providing local places at local schools.

## **9 EQUALITY CONSIDERATIONS**

- 9.1 Equality of access to education opportunities is a fundamental feature of school admission arrangements and the education transport policies. All policies for consideration have been subject to an Equality Impact Needs Assessment, at [www.devon.gov.uk/admissionarrangements](http://www.devon.gov.uk/admissionarrangements).
- 9.2 Increasingly in a more autonomous school system, all LAs will need to ensure schools comply with the admissions code and be prepared to challenge practice that is neither legal nor inclusive.

## **10 LEGAL CONSIDERATIONS**

- 10.1 School admission arrangements are a statutory function of Devon County Council. Setting fair, transparent and legal co-ordinated admission arrangements ensures that Devon meets its duty and enables parents, schools and other interested parties to have confidence in them.
- 10.2 The admission arrangements have been proposed and the subject of consultation under requirements of the statutory School Admissions Code 2014. Arrangements must be determined by Devon by 29 February and must be compliant with the statutory requirements of the Code. The amendments to policies are compliant with the Code.

## **11 RISK MANAGEMENT CONSIDERATIONS**

- 11.1 The key risk is that admission arrangements are not determined by the statutory date of 29 February. This would mean that Devon County Council was not compliant with the requirements of the Code. It would be liable to censure from the Department for Education and the Office of the Schools' Adjudicator (OSA).

# Agenda Item 8

- 11.2 By not determining compliant arrangements, Devon parents and schools would be a) unable to plan effectively for the next school admissions round in 2021-22, applications for which will open in the autumn 2020 or b) to effectively plan for in-year admissions during 2020-21. This would be a failure of Devon to formulate and manage a fair and transparent admissions system. Furthermore, Devon's neighbours would have cause for concern that Devon may not meet its duty to co-ordinate arrangements for admissions across local authority boundaries. Action on the recommendations addresses this risk.

## **12. CONCLUSION**

- 12.1 Devon County Council has a broad role in school admissions. It must set admission arrangements for those schools where it is the admissions authority and it must manage normal round admissions for all state-funded schools and children within its area. Where it believes that the arrangements for own admission authority schools are unlawful, it has a further duty to seek a local agreement for them to be lawful or make a formal objection. The approach is to provide a comprehensive support service for own admission authority schools and academies to minimise instances where admission authorities introduce unlawful and unfair arrangements, whether or not inadvertently. The aim is to enable parents to have confidence that the admissions process in Devon is fair, transparent and consistent, regardless of the school's designation.

The recommendations in this paper will ensure Devon County Council meets its statutory responsibilities in respect of school admissions.

**Dawn Stabb**  
**Head for Education and Learning**

## **ELECTORAL DIVISION: All**

Cabinet Member for Children, Schools and Skills: Councillor James McInnes

Contact for enquiries: Andrew Brent, Education and Learning Policy Officer 01392 383000

Local Government Act 1972. Background Papers:

## Appendix One – Proposed Published Admission Numbers for Community and Voluntary Controlled schools

Published Admission Numbers can also be viewed as part of each school's admissions policy for each academic year, published at <http://devon.cc/schoolpolicy>

			PAN 2020	PAN 2021
2400	Community	Abbotskerswell Primary School	12	15
2201	Community	Ashwater Primary School	8	8
2206	Community	Beaford Community Primary & Nursery School	15	15
3101	Voluntary Controlled	Berry Pomeroy Parochial Church of England Primary School	15	15
3053	Voluntary Controlled	Berrynarbor Church of England Primary School	12	12
2210	Community	Bishops Nympton Primary School	10	10
2402	Community	Bishopsteignton School	30	30
2717	Community	Bolham Community Primary School	16	16
2404	Community	Bovey Tracey Primary School	40	40
2002	Community	Bow Community Primary School	20	20
2472	Community	Bradley Barton Primary School and Nursery Unit	60	60
3001	Voluntary Controlled	Brampford Speke Church of England Primary School	10	10
3002	Voluntary Controlled	Branscombe Church of England Primary School	10	10
3003	Voluntary Controlled	Broadhembury Church of England Primary School	8	8
3004	Voluntary Controlled	Burlescombe Church of England Primary School	12	12
2476	Community	Canada Hill Community Primary School	45	45
2007	Community	Cheriton Fitzpaine Primary School	15	15
3105	Voluntary Controlled	Chudleigh Church of England Community Primary School	60	60
3777	Community	Clyst Heath Nursey and Community Primary School	45	45
2009	Community	Clyst St Mary Primary School	30	30
2010	Community	Colyton Primary School	25	25
3152	Voluntary Controlled	Cornwood Church of England Primary School	15	15
2025	Community	Countess Wear Community School	45	45
2015	Community	Culmstock Primary School	15	15
3107	Voluntary Controlled	Dartington Church of England Primary School	50	50
2431	Community	Decoy Primary School	60	60
2416	Community	Denbury Primary School	20	17
2223	Community	East Anstey Primary School	7	7

# Agenda Item 8

## Appendix One – Proposed Published Admission Numbers for Community and Voluntary Controlled schools

2207	Community	East-The-Water Community Primary School	60	60
2603	Community	Ermington Primary School	25	25
2420	Community	Exminster Community Primary	60	60
2226	Community	Fremington Community Primary and Nursery School	60	60
3059	Voluntary Controlled	Georgeham Church of England (VC) Primary School	15	15
3060	Voluntary Controlled	Goodleigh Church of England Primary School	10	10
3061	Voluntary Controlled	Great Torrington Bluecoat Church of England Primary School	75	75
2604	Community	Gulworthy Primary School	12	12
2228	Community	Halwill Community Primary School	15	15
2605	Community	Hatherleigh Community Primary School	30	30
3779	Community	Haytor View Community Primary School	30	30
2012	Community	Hayward's Primary School	60	60
2448	Community	Hazeldown School	60	60
2432	Community	Highweek Community Primary and Nursery School	60	60
3063	Voluntary Controlled	Holsworthy Church of England Primary School	45	45
2048	Community	Honiton Primary School	60	60
2231	Community	Horwood and Newton Tracey Community Primary School	14	14
3065	Voluntary Controlled	Ilfracombe Church of England Junior School	120	105
2232	Community	Ilfracombe Infant and Nursery School	120	120
3013	Voluntary Controlled	Kentisbeare Church of England Primary School	25	25
2234	Community	Kentisbury Primary School	8	8
2050	Community	Kilminster Primary School	15	15
2425	Community	Kingsbridge Community Primary School	60	60
3112	Voluntary Controlled	Kingskerswell Church of England Primary School	60	60
2026	Community	Ladysmith Infant and Nursery School	90	90
2027	Community	Ladysmith Junior School	90	90
3154	Voluntary Controlled	Lamerton Church of England Voluntary Controlled Primary School	8	8
2079	Community	Landscore Primary School	60	60
2237	Community	Langtree Community School and Nursery Unit	12	12
2612	Community	Lifton Community Primary School	25	25

# Agenda Item 8

## Appendix One – Proposed Published Admission Numbers for Community and Voluntary Controlled schools

3028	Voluntary Controlled	Littleham Church of England Primary School	30	30
2428	Community	Loddiswell Primary School	15	15
3014	Voluntary Controlled	Lympstone Church of England Primary School	30	30
3114	Voluntary Controlled	Malborough with South Huish Church of England Primary School	15	15
2610	Community	Manor Primary School, Ivybridge	40	40
2622	Community	Mary Tavy and Brentor Community Primary School	15	15
2614	Community	Milton Abbot School	15	15
2715	Community	Modbury Primary School	30	30
2239	Community	Monkleigh Primary School	15	15
2054	Community	Newton Poppleford Primary School	30	30
2055	Community	Newton St Cyres Primary School	15	15
2029	Community	Newtown Primary School	30	30
2240	Community	North Molton School	15	15
3015	Voluntary Controlled	Offwell Church of England Primary School	17	17
3066	Voluntary Controlled	Parracombe Church of England Primary School	8	8
3016	Voluntary Controlled	Payhembury Church of England Primary School	15	15
2205	Community	Pilton Infants' School	60	60
3017	Voluntary Controlled	Plymtree Church of England Primary School	15	15
2059	Community	Sandford School	30	30
2060	Community	Seaton Primary School	60	60
2618	Community	Shaugh Prior Primary School	10	10
2243	Community	Shebbear Community School	10	10
2244	Community	Shirwell Community Primary School	8	8
2062	Community	Shute Community Primary School	12	12
4011	Community	Sidmouth College	150	150 (10)
			(10 for Year 12)	
3022	Voluntary Controlled	Silverton Church of England Primary School	20	20
2245	Community	South Molton Community Primary School	30	30
2242	Community	St Giles-on-the-Heath Community School	15	15
4208	Voluntary controlled	St Luke's Church of England School ( <i>anticipated to convert to academy</i> )	196	196
3069	Voluntary Controlled	St Mary's Church of England Primary School, Bideford	60	60

# Agenda Item 8

## Appendix One – Proposed Published Admission Numbers for Community and Voluntary Controlled schools

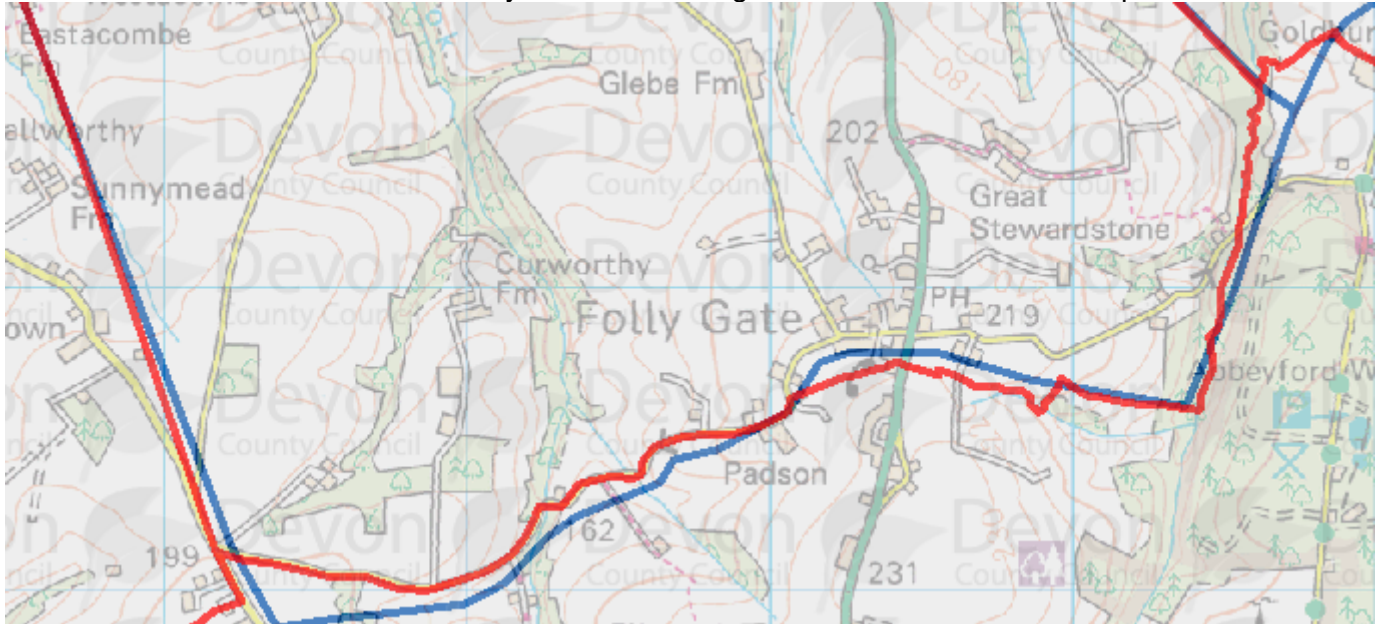
3128	Voluntary Controlled	St Michael's Church of England Primary School	60	60
3024	Voluntary Controlled	Stoke Canon Church of England Primary School and Pre-school	20	20
2033	Community	Stoke Hill Infant and Nursery School	90	90
2034	Community	Stoke Hill Junior School	90	90
2445	Community	Stokeinteignhead School	15	15
2446	Community	Stokenham Area Primary School	30	30
2609	Community	The Erme Primary School	25	25
2461	Community	The Grove Primary School	45	45
2090	Community	The Topsham School	30	30
3025	Voluntary Controlled	Thorverton Church of England Primary School	12	12
2710	Community	Ugborough Primary School	25	25
3026	Voluntary Controlled	Uplozman Church of England Primary School	8	8
2073	Community	Upottery Primary School	15	15
2209	Community	West Croft School	90	90
2249	Community	West Down School	15	15
2074	Community	Whimple Primary School	20	20
2075	Community	Willand School	60	60
2724	Community	Willowbrook School	60	60
3011	Voluntary Controlled	Withycombe Raleigh Church of England Primary School	90	90
3375	Community	Wynstream School	60	60



# Agenda Item 8

## Appendix Two – Proposed amendments to Catchment areas for Community and Voluntary Controlled schools

1. The proposed 2021-22 catchment areas for community and voluntary controlled schools include one amendment from the previous academic year.
2. This is the border between Hatherleigh Primary School (community) and Okehampton Primary School (academy). It is redrawn to follow more identifiable boundaries such as roads, paths, watercourses and fields. No residences would change catchment areas. In the map below, the current boundary is shown in blue and the recommended boundary in red. Hatherleigh is to the north and Okehampton to the south.



At Folly Gate there are buildings which would move from Okehampton to Hatherleigh but they are commercial premises, not residential:



No responses were received from a mailshot to identified residences potentially affected.

3. Catchment area maps can be viewed at [www.devon.gov.uk/schoolareamaps](http://www.devon.gov.uk/schoolareamaps)

# Agenda Item 8

## Appendix Three – admission arrangements timetable

### Timetable for the admissions cycle for 2020 and 2021

Statutory dates are in bold.

	Action	Action by
<b>31 January 2020</b>	Deadline for the completion of the consultation on proposed admission arrangements	Admission Authority
<b>29 February</b>	All policies to be formally determined – including the date of determination in the Policy version section.	Admission Authority
<b>29 February</b>	Appeals timetable to be published	Admissions Service Admissions authority
<b>15 March</b>	All policies to be published on school websites All faith policies to be forwarded to Diocese All policies to be forwarded to LA Policy Officer.	Admission Authority
<b>By 15 May</b>	Deadline for objections to the OSA	
Summer term 2020	Review content and presentation of policies for 2022-23	Admissions Service
By 1 September	All faith own admission authority schools will receive a suggested new document for consideration	Admissions Service
By 15 September	All other own admission authority schools will receive a suggested new document for consideration	Admissions Service
By 30 September	Faith schools to meet and agree a proposed policy then forward to Diocese (CE confirmed timescale)	Admission Authority
By 31 October	Diocese to forward proposed policies to LA Policy Officer	CE Diocese Catholic Diocese (if required)
By 31 October	All other own admission authority schools to return proposed policies to LA Policy Officer	Admission authority
1 November	LA-hosted consultation live for proposed admission arrangements for 2022-23	Admissions Service
<b>8 January 2021</b>	LA-hosted consultation ends	Admissions Service
<b>31 January</b>	Deadline for the completion of the consultation on proposed admission arrangements	Admission Authority
<b>28 February</b>	All policies to be formally determined – including the date of determination in the Policy version section.	Admission Authority
<b>28 February</b>	Appeals timetable to be published	Admissions Service Admissions authority
<b>15 March</b>	All policies to be published on school websites All faith policies to be forwarded to Diocese All policies to be forwarded to LA Policy Officer.	Admission Authority
<b>By 15 May</b>	Deadline for objections to the OSA	

1. The policy documents can be viewed at <http://devon.cc/lapolicies>:
  - Recommended 2020-21 In Year Co-ordinated Admissions Scheme
  - Recommended 2022-23 Normal Round Admissions Scheme.
2. Amendments to wording are highlighted in red text.
3. Dates have been rolled forward for the new academic year.
4. Wording strengthened at section 5.4 to emphasise that parents seeking priority on the grounds of an exceptional need to attend a school should not do this for more than one school.
5. Clarification at section 14.2 that children can no longer be eligible to be siblings for the purpose of normal round admissions priority from the end of the summer term.
6. New footnote 34 inserted to acknowledge that children of statutory school age may attend school on a part-time basis where there are medical or other reasons why they could not manage to attend on a full-time basis.
7. Recommendation that schools' part-time offers should be no less than 15 hours a week removed from section 16.7.
8. St Luke's Science and Sports College removed from a list of schools at 17.2 with selection or aptitude testing. The governing board of the school requested that the provision for 10% of the normal round intake to be according to sporting aptitude be removed and this has been reflected in the school's individual recommended admissions policy. It is anticipated that this school will convert to academy status during the spring term.
9. The proposal at section 21.2 (20.2 in the in-year scheme) to regard any child of a member of the armed forces using a unit address to be at a distance of 1 metre from the preferred school is not to proceed. No comment has been received from the armed forces advisory service regarding this proposal. Without a clear view that this would reasonably support the children of service personnel to gain admission to school, the recommendation is not to proceed.
10. In the glossary example of **faith oversubscription criteria**, the minimum period is increased from one to two years. This follows revised guidance from the Exeter Diocese.
11. In the glossary, wording is removed for **multiple birth siblings** to establish a commitment that all multiple birth siblings will be admitted at the normal round where at least one can be admitted within the Published Admission Number.
12. In the glossary, wording is added to **sibling** to provide that offers for in-year admission for a child in the next autumn term create a sibling priority for children at the normal round. Wording which references situations where not all children in a family can be offered places at the same school is removed as unnecessary commentary.
13. In the glossary, emphasis is added to **waiting lists** that parents must confirm they wish to remain on a list and reapply each academic year.
14. In the oversubscription criteria for secondary schools, the reference excluding St Luke's Science and Sports College is removed. This may be amended with the

# Agenda Item 8

## Appendix Four – recommended amendments to the Co-ordinated Admissions Schemes

anticipated academisation of the school. At that point, it would no longer be a voluntary controlled school.

15. In the Timetable for the secondary scheme, references to aptitude testing for St Luke's is removed.
16. **In the In-year scheme.** A limitation that children must live within daily travelling distance from a school to be offered a place has been removed. This could be seen as unfair where a parent applies for a vacancy while securing a house move closer to the school.
17. footnote 9 has been added at section 3.4 to clarify that the 0-25 SEN Team will manage admissions for children where an EHCP is about to be finalised, when it is at the draft stage.
18. footnote 16 is amended to clarify "significant" prejudice to efficient education.
19. At section 15.1 wording is amended for the provision where an admission authority decides that a child is not of an appropriate age to attend. Previous wording set out that it may refuse to accept the application, revised wording is that the application may be refused. This follows amended advice from the Department for Education and allows for parental appeal.

## Appendix Five – recommended amendments to the Education Transport Policy

1. The proposed policy documents can be viewed at <http://devon.cc/lapolicies>:
  - Recommended 2021-22 Education Transport Policy
  - Recommended 2021-22 Post-16 Education Transport Policy.
2. Amendments to wording are highlighted text. There are no amendments to the policies such as to entitlement to education transport support.
3. Dates have been rolled forward for the new academic year.
4. At section 4.2 the limitation that appeals are not available where a parent wishes policy to be set aside is removed.
5. A new section 4.5 is included to clarify that 4-year old children in Reception are considered to be of statutory school age for the purposes of education transport eligibility. This is the current position.
6. At sections 5.3 and 6.3 wording is added to clarify that the other establishment is one at which the child is not on roll. This is the current position.
7. At section 5.10 and 6.10 wording is added to clarify that there is no discretionary entitlement to transport in this circumstance but there may be another entitlement: the move to a new school may be an expression of parental preference but the new school may be the closest available or one of the three closest available schools for a secondary age child from a low-income household. This is the current position.
8. New sections 5.11 and 6.12 are included to set out parental responsibility to apply for transport. This sets out the current position.
9. At section 6.1 the final sentence guidance is amended to clarify that it relates to the period when children are of statutory school age as the previous wording may have been misunderstood.
10. At section 6.4 wording is included to make provision for a health and safety concern or a disability or SEN. This is the current position.
11. Section 8.2 removed as it duplicates provision elsewhere.
12. At section 8.3 wording is included to confirm a responsibility of the LA to provide transport to eligible children at the normal start and finish times for a school or setting. This is the current position.
13. At section 8.14 wording is included to advise that measurements for transport and admissions purposes are undertaken differently. This reflects the current position.
14. At section 8.22, wording is included to clarify the meaning of “footpaths”: those recognised on Ordnance Survey maps. Also included is clarification that the entrance to a property is one which allows public access. This reflects current practice.
15. At section 8.35, wording is included to clarify the discretionary element of this provision.
16. In the glossary, wording is expanded for **primary education** and **primary school**.
17. In appendix 5, wording is included to advise that a small area of the catchment for Sherford Vale School lies outside Devon County Council area.



## DEVON EDUCATION FORUM

22 January 2020

### Present:-

#### Schools Members

##### Primary School Head teachers

Mr M Boxall	Exeter Children's Federation
Mr C Butler	Otter Valley Federation ( <i>Substitute Member</i> )
Mr A Dobson	Marwood Primary
Mr P Walker	First Federation Trust

##### Primary School Governors

Mr L Cottrell	Tavistock Primary ( <i>Substitute Member</i> )
Mr M Dobbins	Exmouth Marpool Primary
Ms M Wallis	Whimble School ( <b>Chair</b> )
Mr A Hines	Rydon Primary (Education SW Trust) ( <i>Academy Member</i> )

##### Secondary School Head teachers

Mr R Haring	Ivybridge CC ( <i>Academy Member</i> )
Ms L Heath	Uffculme Academy Trust ( <i>Academy Substitute Member</i> )
Ms A Mitchell	The Ted Wragg Multi Academy Trust ( <i>Academy Member</i> )
Mrs J Phelan	Cullompton CC

##### Secondary School Governors

Ms J Elson	Exmouth CC ( <i>Academy Member</i> )
Mrs J Larcombe	Uffculme Academy Trust ( <i>Academy Member</i> )
Mr A Walmsely	The Ted Wragg Multi Academy Trust ( <i>Academy Member</i> )

##### Nursery School

Mrs S Baker	Westexe
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##### Special School HeadTeacher

Ms S Pickering	Millwater School
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##### Special School Governor

Mrs F Butler	Marland School
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##### Alternative Provision

Mr R Gasson	WAVE Multi Academy Trust ( <i>Academy Member</i> )
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##### Non-Schools Members

Mr R Gurney	Teachers Consultative Committee
Ms S Lockwood	Exeter Diocesan Board of Education ( <i>Substitute Member</i> )
Mrs L Wright	Early Years Private, Voluntary & Independent
Mr B Blythe	PETROC

##### Observer

Councillor J McInnes	Cabinet Member – Children's Services and Skills
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##### Apologies

Mrs A Blewett	Kings Nympton Primary
Ms M Marder	The Ted Wragg Multi Academy Trust ( <i>Academy Member</i> )
Mr J Searson	Exeter Diocesan Board of Education
Mr J Stone	Denbury Primary
Mrs T Sturtivant	Tiverton High
Ms F Wood	Tiverton Federation ( <i>Substitute Member</i> )

# Agenda Item 11a

DEVON EDUCATION FORUM  
22/01/20

## **133      Minutes**

### **DECISION:**

That the minutes of the meeting held on 20 November 2019 be signed as a correct record.

## **134      Devon School Leadership Services (SLS)**

### **DISCUSSION:**

The Chair considered this item as a matter of urgency further to recent developments and for DEF to consider the next steps to progress the matter.

Further to the Heads' Liaison Group on 13 January 2020 when this matter was discussed, DAPH and DASH (Devon's primary and secondary Headteacher associations) formally requested that DEF recognised Devon School Leadership Services (SLS) as a new entity and successor primary and secondary headteachers' organisation.

The transition period was planned to take place during the Summer Term of 2020 when the existing phase associations would be wound up and Devon SLS CIO would take on the roles. From April 2020 the phase association budgets would be operating as one.

DAPH and DASH would now discuss with the County Treasurer how the LA would delegate and monitor the funding.

### **DECISION:**

(a) that DEF recognises that Devon School Leadership Services Charitable Incorporated Organisation (charity number 1186756) would take on the functions of DAPH and DASH, including representation on statutory boards; and

(b) that the funding be passported to Devon SLS to achieve these functions in line with the October 2019 School Funding Consultation, subject to agreement regarding the funding delegation/monitoring role of the LA.

### **ACTION:**

County Treasurer (Adrian Fox)

## **135      Matters Arising from the Last Meeting and Report back on Issues Raised with Cabinet/f40 Funding Group**

### **DISCUSSION:**

The Cabinet Member - Children, Schools & Skills reported on his ongoing work as Chair of f40 group regarding fairer funding and high needs national funding issues.

## **136      Membership**

### **DISCUSSION:**

Members noted that the DAG Autumn Term election had confirmed Adrian Hines as a Primary Academy and Alex Walmsley as a Secondary Academy representative, although other vacancies still remained.

## **137      Head of Education & Learning Update**

### **DISCUSSION:**

The Head of Education & Learning reported on:-



(a) Learner Services, currently with Babcock LDP (ending 2022)

The preliminary survey results (closed 14 January 2020) on what future services School leaders and Governors wished to see when the current contract ended, were tabled. These results were also in line with the service themes the LA was proposing, with the addition of mental health support.

(b) Ofsted Children's Services Inspection

Members noted the Inspection was in week 2 of 3. So far front door and early help services had been examined with positive feedback to date on these areas.

(c) Attracting Teachers to Devon Recruitment Campaign

Details had been circulated with the agenda with the total cost of £10,000, or a part package could be considered. Members would welcome the total package to address the difficulties in recruiting and retaining specialist teachers and more experienced school leaders.

**DECISION:**

(i) that the total package be approved @ £10,000, to be funded 50% by LA and combined 50% by DAPH/DASH (% proportion to be agreed by the associations); and

(ii) that a small working group from schools be convened to agree the detail and final website.

**ACTION:**

(c) Head of Education & Learning (Dawn Stabb), DAPH/DASH for working group and/or HR (Samantha Mullins)

138

**Finance**

**(a) Finance Update**

**DISCUSSION:**

The Forum considered the report of the Chief Officer for Children's Services and County Treasurer (DEF/20/01) regarding the Dedicated Schools Grant (DSG) 2020/21 Budget Planning including:-

ESFA Schools Funding allocation announcement;

Schools Block;

Central Services Block;

High Needs Block (with detailed explanation of funding shortfall, demands and planned actions);

Early Years Block;

Other School Grants; together with the

Month 8 (2019/20) Budget Monitoring position.

The Forum also noted the respective minutes of the Schools Finance Group (SFG) of 8 January 2020.

Members noted that the High Needs Budget Table 2 (section 4 of the report) should read 2020/21 (not 2019/20).

Budget monitoring report month 8 (2019/20) forecasting overspend had increased by £1.2m to £21.5m but early indications for month 9 was showing a more stable position.

Following DEF's last meeting regarding members' concern that schools (via the DSG) were anticipated to pick up HNB costs associated to post 16 places, the County Treasurer reported on his discussions at f40 regarding the Forum's concern over schools picking up 18-25 HNB

# Agenda Item 11a

DEVON EDUCATION FORUM  
22/01/20

costs as part of a DSG Deficit Recovery Plan for 2019/20 and response from ESFA 21 January 2020 to the Forum's letter seeking clarification on this matter.

## **DECISION:**

(i) that the Dedicated Schools Grant (DSG) 2020/21 ESFA announcement on 19 December 2019 on Schools Funding allocations 2020/21 (as set out in section 1 of report DEF/20/01) be noted;

(ii) that the Schools Block, Central Services, High Needs Block, Early Years Block and Other School Grants for 2020/21 (as set out in sections 2 to 6 of report DEF/20/01 respectively) be noted; and

(iii) that Month 8 DSG monitoring position (2019/20) (as set out in section 7 of report DEF/20/01) be noted.

## **(b) Transferring of Funding to the High Needs Block**

## **DISCUSSION:**

The Forum additionally considered the report of the Chief Officer for Children's Services and County Treasurer (DEF/20/02) *as appended to these minutes*, following further consultation with schools 6-19 January 2020, regarding schools' views on a one-year transfer of 0.5% (£2m) from the schools block to the high needs block (HNB) in view of the significant high needs budget pressures. 60% (221 schools) responded, with 86% (191 Schools) disagreeing to the transfer (evenly split primary/secondary phase).

The report outlined two options:-

-Option 1: Not agree the transfer, where underlying HNB budget issues were not going away and this delayed the process and risked the shortfall becoming bigger as actions were delayed.

-Option 2: Agree the transfer, to enable the authority to fully cost plans and develop potential support to reduce the demand on high cost places. Officers recommended this option to transfer as inevitability planned action was required to managed the HNB continued demand.

The Head of Education & Learning also reported on extensive work being carried out in conjunction with partners, including health services to reduce the impact on the HNB including early intervention and early years initiatives.

Members recognised the LA was in a very difficult position and that this was reflected nationally. Work continued with the f40 campaign group, Devon MPs and DfE as supported by the LA and DEF. DEF was committed to working with the LA to find a way forward following the results of this consultation.

*Following a short adjournment members reconvened and:-*

## **DECISION:**

(a) that whilst the Forum could not support Option 2, i.e. the transfer of 0.5% (£2m) from the Schools Block to the High Needs Block at this stage (noting that 86% schools did not support this), the Forum was supportive of partnership and collaborative working with the LA and others to find a solution; and

(b) that up to £100k be approved, to be transferred from the Schools Block to High Needs Block to employ an external adviser to plan, cost and evidence invest to save, outreach and other short and long term initiatives to manage the continued demand on the HNB, with the findings required prior to the annual schools funding arrangements consultation with schools in October 2020.

**(Vote: Schools, Academies and PVI members)**

**ACTION:**

County Treasurer (Adrian Fox) and Head of Education & Learning (Dawn Stabb)

139

**Standing (and other) Groups**

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

**DISCUSSION:**

**(a) Schools' Finance Group (SFG)**

Minutes of the meeting held on 8 January 2020 (also considered under Finance Update minute above).

**DECISION:**

That in receiving the SFG minutes, DEF also noted that 2020/21 Premiums would be reduced by 20% for teachers and 10% for support staff cover.

**DISCUSSION:**

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

Minutes of the meeting held on 3 December 2019.

SOCA had brought to DEF's attention the following two items:-

- Seeking endorsement to the revised Designated Area Protocol; and
- Seeking a joint letter to be sent to the new Secretary of State regarding the Admissions Code.

**DECISION:**

(i) that the revised Designated Area Protocol as considered by SOCA on 24 September 2019 be endorsed;

(ii) that a joint DEF/LA letter be sent to the new Secretary of State requesting that in the next revision of the Admissions Code, the DfE add clear guidance to schools seeking information before a child is placed on roll, whilst ensuring the child's rights remains the focus of the document.

**ACTION:** (b) (ii) Head of Education & Learning (Andrew Brent)

140

**Dates of Future Meetings**

Meetings to be held at County Hall, Exeter, at 10am (unless otherwise specified):

Wednesday 18 March 2020.

Wednesday 17 June 2020

Wednesday 18 November 2020

Wednesday 20 January 2021

Wednesday 17 March 2021.

<https://democracy.devon.gov.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>

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)



SCHEDULE OF CABINET MEMBER DECISIONS TAKEN SINCE PREVIOUS MEETING		
Cabinet Remit/Officer	Matter for Decision	Effective Date
Resources Management	Fin 666 - Approval to vary the approved capital programme.	21 January 2020
Infrastructure, Development and Waste	Approval to proceed with compulsory purchase orders for land associated with the Silverdown Link Road.	24 January 2020
Organisational Development and Digital Transformation	Approval to extend the existing Joint Working Agreement with Hampshire County Council to create and administer a new Southern Construction Framework Housing Framework.	21 January 2020

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)

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
<b>Regular / Annual Matters for Consideration</b>					
February 2020	Admission Arrangements and Education Travel Review: Approval to admission arrangements for subsequent academic year			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 March 2020	Flood Risk Management Action Plan – Update on the current year's programme and approval of schemes and proposed investment in 2020/21	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
8 April 2020	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
8 April 2020	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



8 April 2020	Transport Capital Programme 2019/20: For approval	Public, HoSW LEP/LTB, District Councils, Stakeholders and Delivery Partners.	LTP 2011-2026 consultation, meetings, planning applications and local plan consultation.	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
20 May 2020	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
9 December 2020	Target Budget and Service Targets for Forthcoming Year			Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
	<i>Specific Matters for Consideration</i>				
11 March 2020	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 March 2020	A382-A383 Connection (Houghton Barton Link Road) Scheme seeking approval to go to tender	Public, LEP, County Councillors, Teignbridge District Council, landowners.	Local Plan, LEP Business Case Bid, Planning Application	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.	Newton Abbot North
Between 11 March 2020 and 8 April 2020	Department for Transport's Safer Roads Fund – Scheme for approval A3123 (North Devon)		N/A at this stage	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.	Combe Martin Rural; Ilfracombe
11 March 2020	NHS Long Term Plan and ICS Governance Arrangements	TBC	TBC	Report of the Joint Associate Director of Commissioning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
11 March 2020	Accommodation Strategy			Report of the Joint Associate Director of Commissioning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

8 April 2020	Exeter Transport Strategy 2020-2030: For approval	Public Consultation	Online Public Consultation – including Strategy Document, Leaflet, Evidence Base and Online Questionnaire Meetings with key stakeholders	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 in Exeter
8 April 2020	Government Housing Infrastructure Schemes at Dawlish, Cullompton and Tiverton: Approval of legal agreements with District Councils, and authority to progress to construction	Statutory and Public	Undertaken as part of Local Plan and Planning Application.	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; Cullompton & Bradninch; Tiverton East
Between 23 May 2020 and June 2020	Award of Street Lighting Contract 2020 to 2030 <i>This matter will be considered in Part 2, on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A of the Act namely, the financial or business affairs of a third party and of the County Council.</i>	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
9 September 2020	Approval of the Resource & Waste Management Strategy for Devon 2020-2030	Stakeholders	Conference followed by online consultation	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
9 September 2020	Market Position Statement (Adults) - Annual Update			Report of the Joint Associate Director of Commissioning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
9 December 2020	Local Flood Risk Management Strategy for Devon Draft Local Flood Risk Management Strategy and supporting documents including: Strategic Environmental Assessment (SEA) and Equality Impact Assessment (EIA)	Other Risk Management Authorities, Key Stakeholders and the general public	Public consultation	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

<b>PART B -FRAMEWORK DECISIONS</b> (Requiring approval of the County Council)					
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
14 February 2020  20 February 2020	Revenue Budget, Medium Term Financial Strategy 2020/2021 - 2023/2024 and the Capital Programme for 2020/2021 - 2024/2025		Scrutiny Committees Budget Consultation Meetings Leader Roadshows	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
4 February 2020  15 February 2020	Pay Policy Statement To approve the pay policy statement for the forthcoming year.	Appointments and Remuneration Committee		Report of the County Solicitor, 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 14 February 2020 and 31 December 2020	Standing Items, as necessary (Minutes, References from Committees, Notices of Motion and Registers of Delegated or Urgent Decisions)	As necessary		Report of the TBC outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
Between 14 February 2020 and 1 May 2021  Between 14 February 2020 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
8 April 2020	Public Health Annual Report for 2019/20 To receive the Report of the Director of Public Health who has a statutory duty to write an annual report, and the local authority publish it (section 73B [5] & [6] of the 2006 NHS Act, inserted by section 31 of the 2012 Health and Social Care Act).	N/A	N/A	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

8 July 2020	Treasury Management Stewardship Outturn Report	Corporate Infrastructure and Regulatory 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
9 September 2020	Devon Safeguarding Adults Annual Report			Report of the Chair of the Safeguarding Board outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
9 December 2020	Treasury Management Mid Year Report	Corporate Infrastructure and Regulatory Services Scrutiny Committee	Committee	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
	<i>Specific Matters for Consideration</i>				

