

Phil Norrey
Chief Executive

To: The Chair and Members of the
Devon Education Forum

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

(See below)

Your ref :
Our ref :

Date : 12 November 2019
Please ask for : Fiona Rutley 01392 382305

Email: fiona.rutley@devon.gov.uk

DEVON EDUCATION FORUM

Wednesday, 20th November, 2019

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

P NORREY
Chief Executive

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

A G E N D A

PART I - OPEN COMMITTEE

- 1 Apologies for absence
- 2 Minutes (Pages 1 - 8)
Minutes of the meeting held on 19 June 2019 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/f40 Funding Group
To consider any matters arising from the last meeting where not otherwise covered on this agenda and to report on items considered at the Cabinet, or f40 Funding Group.

5 Membership

6 Head of Education & Learning Update
Head of Education & Learning to report.

SPECIFIC AGENDA ITEMS

ITEMS FOR DECISION

7 Finance Update (Pages 9 - 16)
Report of Chief Officer for Children's Services and County Treasurer (DEF/19/09)
attached

8 2020-21 Schools Funding Arrangements (Pages 17 - 36)
Report of Chief Officer for Children's Services and County Treasurer (DEF/19/10)
attached.

STANDARD AGENDA ITEMS

ITEMS FOR DEBATE AND INFORMATION

9 Standing (and other) Groups (Pages 37 - 56)
To review action for the Forum from its groups and to receive minutes:-

(a) Schools' Finance Group

Minutes of the meeting held on 11 September and 6 November 2019, attached.

Note: SEND/High Needs Block Invest to Save Projects (SFG minute 2, 11 September 2019 approved under the Forum's urgency procedures – see agenda item 10 below);

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 24 September 2019, attached.

Also available at

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

10 Items taken as a Matter of Urgency

To note the following matters approved by this Forum in accordance with its urgency procedures as detailed in the constitution:-

(a) SEND Invest to Save Projects (SFG minute 2, 11 September 2019 approved);

(b) DEF Proportionality maintained/academy primary representation - update
(DEF minute 120, 19 June 2019).

RECOMMENDED: that the Forum consider any comments received from primary phase schools and academies to be reported verbally to the meeting.

11 Correspondence

12 Dates of Future Meetings

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

Wednesday 22 January 2020

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>

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

19 June 2019

Present:-

Schools Members

Primary School Head teachers

Mr M Boxall

Mr A Dobson

Mr J Stone

Mr P Walker

Exeter Children's Federation

Marwood Primary

Denbury Primary

First Federation Trust (*Academy Member*)

Primary School Governors

Mrs A Blewett

Mr M Dobbins

Mr A Hines

Ms M Wallis

Kings Nympton Primary

Exmouth Marpool Primary

Rydon Primary Trust (*Academy Substitute Member*)

Whimple School (**Chair**)

Secondary School Head teachers

Ms A Mitchell

Mrs J Phelan

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

Cullompton CC

Secondary School Governors

Ms J Elson

Ms F Wood

Exmouth CC (*Academy Member*)

Tiverton Federation (*Substitute Member*)

Nursery School

Mrs S Baker

Westexe

Alternative Provision

Mr R Gasson

WAVE Multi Academy Trust (*Academy Member*)

Non-Schools Members

Mr R Gurney

Ms S Lockwood

Mrs L Wright

Mr B Blythe

Teachers Consultative Committee

Exeter Diocesan Board of Education (*Substitute Member*)

Early Years Private, Voluntary & Independent

16-19 (PETROC)

Observer

Councillor J McInnes

Cabinet Member – Children's Services and Skills

Apologies

Mrs F Butler

Mr R Haring

Ms M Marder

Mrs J Larcombe

Mr T Newman

Mr J Searson

Mrs T Sturtivant

Mr A Walmsley

Marland School

Ivybridge CC (*Academy Member*)

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

Uffculme Academy Trust (*Academy Member*)

Chulmleigh Academy Trust (*Academy Member*)

Exeter Diocesan Board of Education

Tiverton High

First Federation (*Academy Member*)

114 **Minutes**

DECISION:

That the minutes of the meeting held on 20 March 2109 be signed as a correct record, subject to:-

-Attendance of Mr Blythe being amended to 16-19 Petroc College; and

-minute 111, 2nd paragraph, 1 September 20198 being amended to 2019.

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

DISCUSSION:

The Cabinet Member - Children, Schools & Skills reported further on f40 group's Fairer Funding campaign developments, ongoing meetings and presentations to MPs and the DfE which had been received with interest.

Representations were particularly timely at present and there was also an opportunity for all interested parties to respond to the current consultation on the sustainability of SEN provision.

F40 was working with a wide range of education interests including teacher unions to coordinate data and speak in partnership.

The Cabinet Member would welcome headteacher representation at his meeting with the Rt Hon Damian Hinds MP, Secretary of State for Education in July 2019. He encouraged Devon school leaders to continue to involve their local MPs in fair funding matters affecting their local schools, for which videos, data and case studies had been prepared by the County Council and Phase Associations.

The Associations welcomed f40's continued detailed campaigning for fairer school funding and recognised the work of the Cabinet Member in his role as Chair of f40.

ACTION: Phase Associations (to continue to encourage school leaders' dialogue with local MPs)

116 **Head of Education & Learning Update**

DISCUSSION:

The Head of Education & Learning reported on:-

(a) Performance Data - F40 lowest funded LAs compared to all LAs

This indicated a clear link for disadvantaged pupils in f40 LAs having lower outcomes across a number of data sets. Ways of improving outcomes were being explored and it was hoped that this data could help to secure additional funding for lower funded Local Authorities so they could better support this group.

Additionally cohort variation data 2016-2018 included SEN pupils, of which there were less pupils in maintained schools in 2018 compared to 2016.

The Devon Schools Alliance was working on various projects to assist disadvantaged pupils. In the Torridge area Devon County Council and Dartmoor Multi Academy Trust were delivering the proven Plymouth Teaching school Oracy programme. A vocabulary project was also being planned for roll out across the county.

(b) Adult Joint Funded SEN contribution arising from minute 107 (20 March 2019)

The Committee noted that Adult Care had agreed to pay its contribution and this had been paid directly to the provider, from whom it would be either directly refunded to the LA or clawed back.

(c) Babcock LDP Contract (ending 2022)

The Head of Education & Learning would hold initial informal early stage discussions with SFG representatives to help inform timelines and consultation with schools for consideration of future LDP provision after the current contract.

(d) School Business Managers

A request had been received from this group for them to have a more prominent role in the work of the Forum to share expertise, in view of the Forum's formula consultation with schools and the National Funding Formula.

Members discussed election and accountability issues and that it was important that any new representative could represent all schools appropriately (primary and secondary, maintained and academy). Some reservation was expressed as to whether 1 representative could represent all).

It was suggested that a one-off trial attendance at the Schools Finance Group September 2019 meeting should be explored, to assist with the funding consultation meetings with schools to be held during the autumn term. Business managers could be invited to put forward 1 representative to represent all schools in an advisory (non-voting) capacity.

(note: Schools Forum regulations permitted a "bursar or other person responsible for the financial management of schools" as an elected Schools or Academies member, although in Devon this had not been the case).

DECISION:

that school business managers be invited to put forward 1 representative to represent all schools (non-voting) at the Schools Finance Group September 2019 meeting.

ACTION:

Head of Education & Learning

(a) Performance data to be circulated to DEF members (Dawn Stabb/Fiona Rutley)

(b) bursar representation at SFG (Dawn Stabb/Heidi Watson Jones)

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Finance Update

DISCUSSION:

The Forum considered the report of the Chief Officer for Children's Services and County Treasurer (DEF/19/06).

The Forum also noted the respective minutes of the Schools Finance Group (SFG) of 5 June 2019.

The Chief Officer for Children's Services gave an overview of Children's Services wider investment picture, including for example where Devon had retained youth services and

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children's centres investment where some LAs had not. However significantly more challenges were expected during 2020/21 financial year and preparations for managed efficiency savings across the whole of Children's Services were underway, before the Council's November 2019 Cabinet meeting. A holistic look at better reintegration would assist investment targeting.

The report (DEF/19/06) covered:-

DSG and Schools Funding Outturn 2018/19
Allocation of Carry Forward from 2018/19 (previously approved in principle)
Growth Fund
Mutual Fund

Members also noted that balanced budgets were being achieved by schools by taking appropriate management action (paragraph 1.2);

It was also requested that a short brief be sent to schools on High Needs Block invest to save (paragraph 1.2).

It was proposed that due to increased costs in 2019/20 for subscriptions, £17,000 of the 2018/19 underspend (carry forward) would be used to meet this year's increases (paragraph 1.3).

DECISION:

(a) that the DSG Draft Outturn position (subject to Statement of Accounts sign off) as set out in Section 1 of report (DEF/19/06) be noted, subject to:-

(i) the Forum records its thanks that the County Council has met the £2.8m overspend DSG 2018/19 as part of the Outturn position;

(ii) £17,000 being used against the £173,000 Subscriptions and Trade Unions underspend (paragraph 1.3 of the report), to give a revised figure of £156,000 (due to increased costs in 2019/20 subscriptions);

(Vote: Schools, Academies and PVI members)

(b) that the allocation of the carry forwards from 2018/19 as set out in Section 2.1 and Table 5 of report (DEF/19/06) be noted or approved:-

2.1, Table 5: Carry Forward from 2018/19

Budget Line	Amount £'000	Notes	Resolved
Mainstream School balances	13,872	Automatically carried forward in Individual School budgets	2.2 noted
Total School balances	13,872		
Maternity	662	Balance to fund ongoing maternity cover	2.3 noted
Schools and DSG Contingency	1,660	Balance to fund contingency agreements in 2019/20 onwards	2.3 noted
Phase Associations	8	DASH balance to carry forward to 2019/20	2.3 noted
Trade Unions and Subscriptions	156*	Costs lower than expected, Invest to save project for High Needs agreed by DEF	2.3 noted
Growth Fund	(93)	Deficit Balance – agreed to be carried forward by DEF	2.3 noted
Total De-delegated and Central Provisions budgets	2,410		

Special School Balances	2,255	Automatically carried forward as Individual School budgets	2.4 noted
Hospital Education	78	Automatically carried forward as Individual School budgets	2.4 noted
Mainstream SEN	35	Digitalisation of EHCP records – purchase of new system delayed to 2019/20 £31k and £4k Post 16 Element 2	2.5 noted
Other Special Schools	(2,473)	Deficit Balance – agreed to be carried forward by DEF	2.6 noted
Total High Needs	(105)		
Early Years Other Early Years Grants	206	PVI Pupil Premium and Teachers Pay Grant arrangements in 2019/20	2.7 approved
Early Years	85	Disability Access Fund	2.8 approved
Total Early Years	291		
Total Carry forward requested	16,468		

**Trade Unions and Subscriptions revised figure £156K (see minute (a) above)*

(Vote: Schools, Academies and PVI members)

(c) that the Growth Fund criteria changes as set out in section 3 and Appendix A of report (DEF/19/06) be approved, to be implemented from April 2019 with a revision made to exceptional growth funding if the ESFA deem necessary, ie paragraph 16 of Appendix A;

(Vote: Schools, Academies and PVI members)

(d) that the year-end Mutual Fund position as set out in Section 4 of report (DEF/19/06) be noted.

ACTION:

County Treasurer (Adrian Fox) – brief to schools

118

Dedicated Schools Grant Monitoring Month 1

DISCUSSION:

The Forum considered the report of the Chief Officer for Children's Services and County Treasurer (DEF/19/07).

The Forum also noted the respective minutes of the Schools Finance Group (SFG) of 5 June 2019.

Month 1 was forecasting DSG overspend of £7.6m. The High Needs Block was under significant pressure despite ongoing a management actions, with a current overspend of £11.1m.

Discussion included:-

-the development of Alternative Provision following the main AP contract being taken over by WAVE in November 2018 and how the Cornish model worked. Currently in Devon there was no capacity to grow as a high quality outreach/early intervention service;

-difficulties with reintegrating AP pupils back into mainstream education exacerbating the lack of AP places.

-how FE colleges may assist to help free up places.

DECISION:

(a) that the month 1 DSG monitoring position be noted.

(b) that the significant HNB pressure be further highlighted to government, demonstrating the impact of lack of government funding and government policy to manage increasing HNB pupils.

ACTION:

County Treasurer (Adrian Fox) – (b)

Head of Education & Learning (Julia Foster) – contact 16-19 representative re FE involvement.

119 FIPS (Financial Intervention Panel, Schools) Annual Report

DISCUSSION:

The Forum received the report of the Chief Officer for Children's Services and County Treasurer (DEF/19/06), which included-

-FIPS' role as an officer group, scrutinising budgets and recovery plans of schools at financial risk, considering various school governing body requests, as well as signposting for planning for long term financial viability;

-Analysis of the 40 submissions and outcomes in 2018/19, which was a 90% increase on 2017/18, with primary schools increasing 3 fold, mainly for redundancy and also licensed deficit requests.

FIPS continued to be pro-active at an early stage during uncertain and challenging funding times.

120 DEF Proportionality 2019

DISCUSSION:

The arrangements following consultation with members, based on 2019 pupil census data predicted to 2019/20 academic year were noted, ie:

No change, excepting the 8 DEF primary phase seats allocation would move towards 5 maintained:3 academy (instead of the current 6 maintained: 2 academy).

ACTION: County Solicitor (Fiona Rutley)

121 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 5 June 2019 (considered under Finance Update minute 117 above)

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

Minutes of the meeting held on 11 June 2019.

122 **Dates of Future Meetings**

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

Wed 20 November 2019

Wed 22 January 2020

Wed 18 March 2020.

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

The Meeting started at 10.00 am and finished at 11.50 am

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

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FINANCE UPDATE

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

RECOMMENDATIONS

It is recommended that DEF:

- a) Note month 6 DSG monitoring position as set out in section 1.

1. Budget Monitoring Report - Month 6 (2019/20) - DSG

1.1. The Month 6 forecast for the Dedicated Schools Grant (DSG) is an overspend of £18.7millions. This is a reduction of £153,000 since month 5.

1.2. The table below shows the overall balanced forecast for the DSG:

Dedicated schools Grant	Net Budget £'000	Net spend Mth 6 £'000	Forecast at Mth 6 £'000	Variance £'000	Ring fenced C/fwd £'000	Deficit / (Surplus) Balance £'000	Movement from Previous Mth £'000
Schools delegated budget	195,834	95,588	195,834	0	0	0	0
DSG and School funding	(294,743)	(152,105)	(294,743)	0	0	0	0
Total DSG	(98,909)	(56,517)	(98,909)	0	0	0	0
De-delegated budgets	6,251	1,684	6,268	17	0	17	26
Central Provision (Schools)	5,681	2,964	5,678	(3)	0	(3)	(3)
High Needs Funding	65,189	40,046	83,863	18,674	0	18,674	(194)
Early Years & Childcare Services	38,256	19,282	38,257	1	0	1	18
Total DSG central budgets	115,377	63,976	134,066	18,689	0	18,689	(153)
Overall Net DSG budget	16,468	7,459	35,157	18,689	0	18,689	(153)

Schools

1.3. In July the DFE confirmed the revised DSG settlement allocation of £511millions including Early Years (before recoupment for academies and direct funded places) This is ring-fenced grant and any surplus/deficit will be shown as an assumed carry forward. Other school grants total £23.5millions. The carry forwards from 2018/19 totalling £16.5millions have been approved by cabinet and are included within the report.

De-delegated budget

1.4. The Schools and DSG contingency budget is reporting to overspend by £36,000 overspend relates to costs in replacing FMS (Schools budget monitoring system) and is offset in part by Trade unions are reporting a £19,000 surplus.

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- 1.5. The Copyrights and Licence budget is forecasting to breakeven with the in-year overspend covered by carry forwards surplus from 2018/19
- 1.6. £156,000 Invest to Save budget has now been allocated from the 2018/19 carry forward. Bids received from Schools have been reviewed by the SEN 0-25 Team and 6 bids have been recommended by SFG and approved by Devon Education Forum (DEF).
- 1.7. As per DEF any surplus will be ring-fenced for the maintained schools and carried forward to 2020/21 to meet future costs/commitments within these budget lines.

Central Provision within Schools

- 1.8. Reporting a small underspend which is in relation to system generated forecasts for the Phase Association and DSG Other Services. Further analysis is currently being completed around Surplus Properties due to the overspend in 2018/19, this forecast is likely to change.

High Needs

- 1.9. The High Needs Block is under significant pressure and is currently reporting a funding gap of £18.7millions. Other Special Schools funding is the main area with a reported overspend of £15.7millions, of which £5.1millions relates to an unfunded budget pressure, since budget prep placement numbers have increased by 122 with further anticipated growth included in the forecast.
- 1.10. The number of students with EHCP's continues to grow along with the complexity of need of pupils and those not able to attend school due to medical conditions, this is all creating further pressure within the High Needs block.

	Budget	Mth 6 Forecast	Variance	Movement Previous Mth
	£'000	£'000	£'000	£'000
Alternative Provision	2,743	2,998	255	(23)
Children in Care and Exclusions	1,428	1,428	0	0
Closing the Gap	1,500	1,500	0	0
Inclusion	334	334	0	0
Nursery Plus	1,164	1,164	0	0
Safeguarding Every Learner	144	144	0	0
SEN Mainstream	10,878	13,088	2,210	(501)
SEN Services	924	887	(37)	(27)
Maintained Special Schools	31,272	31,648	376	121
Hospital Education Services	370	370	0	0
Recoupment	624	759	135	0
Other Special School Fees	12,523	28,250	15,727	218
Support Centre Funding	1,285	1,293	8	18
TOTAL	65,189	83,863	18,674	(194)

- 1.11. The Alternative Provision budget funds the main AP contract with WAVE for 160 planned places, forecast assumes 141 average placements saving £237,000 towards the cost of placements with other AP providers which is forecast to total £600,000, this includes £50,000 committed to the Hospital School to commission support for AP Medical students.

- 1.12. An additional £100,000 in commissioning is required to meet children's safeguarding needs at River Dart School. Whilst £18,000 for Diabetes is still seeking agreement to be funded by Health. From month 5 there is a saving of £23,000 due to a reduction of 2 places on the average placement numbers.
- 1.13. SEN Mainstream covers personalised education package, Education Health Care Plans (EHCP) and the SLAs which support them. There is currently an overspend outturn of £2.2millions and in month 6 there has been a change in approach for monitoring Element 3 in mainstream schools by not forecasting on averages which is a reduction £741,000. Current forecasting has 2,441 FTE including plus packages for Element 3 funding.
- 1.14. EHCPs have an adverse price variance totalling £438,000 (average value £3,234) along with a volume variance of £78,000 as currently forecasting 2,276 FTE (2,326 FTE in month 5) against a budget of 2,034 FTE and includes growth of 285 FTE to allow for the backlog within the 0-25 SEN team. Plus Packages are in place for 165 students (average cost £9,499) which is an additional cost pressure of £42,000. Other adverse variations for Element 2 adjustments, Lump Sums, backdated claims and prior year payments total £413,000.
- 1.15. The Personalised budgets forecasting to spend £460,000 this is based on actual of 53 pupils being supported and growth of 15 (average cost £6,764), whilst Tutoring Specialist Support of £290,000 supporting 36 pupils with growth of 15 (average cost £5,686)
- 1.16. Maintained Special Schools are reporting to overspend of £376,000. Planned Place funding was increased as part of 2019/20 budget prep to guarantee funding into our Maintained Special Schools, alongside this the actual places also increased with the majority now at full capacity. In September 2019 a new maintained special school opened along with an expansion of an existing school giving an additional 55 places in this financial year.
- 1.17. Devon's High Needs Block funding has been reduced by £162,000 for Maintained Special Schools (increase in Exports of students with EHCP's to other Local Authority Maintained Special Schools). Devon are currently challenging the adjustment with the ESFA and neighbouring authorities as we cannot verify all pupils for whom Element 2 has been deducted.
- 1.18. The independent budget has grown slightly in month 6 to a funding gap of £15.7millions, part of the funding gap relates to the known budget pressure at budget prep of £5.2millions for which Management Action was being looked into across the High Needs block. The forecast assumes these savings will not be made. Further detail for Independent Special Schools (ISP) is attached in Appendix A.
- 1.19. Currently 548 placements in Independent sector, set to rise to 648 by the end of the spring term. The average placement numbers forecast, including growth, is 122 above the budgeted level resulting in £4.8 millions volume variance and £3.6millions price variance.

Department for Education consultations

- 1.20. There have recently been two consultations running that affect the funding of schools.
- 1.21. One seeking views making the Minimum per-pupil Funding (MPPF) a mandatory factor within the formula with the opportunity to disapply if the authority is unable to reach those levels of funding stated.
- 1.22. The second seeking views on the proposal that DSG deficits should not be covered from general funds but that over time they should be recovered from DSG income. Suggesting that from the end of the 2019/20 financial year that the authority must carry forward the

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whole overspend to the schools budget in future years and may not fund any part of the overspend from its general resources, unless it applies for and receives permission from the Secretary of State to do so.

DSG Deficit Recovery Plan

- 1.23. Although Devon did not trigger the DSG Deficit Recovery Plan for 2018/19 based on current projections there will be a need to undertake this exercise in 2019/20. The DfE requires a recovery plan from all local authorities that have an overall cumulative DSG deficit of 1% or more at the end of the financial year.

Management Action

- 1.24. Management Actions totalling £2.4millions were sought as part of the 2018/19 outturn position and to date £1.5 millions has been calculated with £528,000 realised in this financial year from the review of students currently in their 3rd – 5th years of post-16 education and the remainder will need to be found from 2020/21. Other recognised actions relate to the block contracts review which will now take place in 2020/21.

1.25. **Recommendation**

That DEF note month 1 DSG monitoring position as set out in section 1

All to Note

MARY DAVIS
County Treasurer

JO OLSSON
Chief Officer for Children's Services

Please ask for: Adrian Fox
Adrian.fox@devon.gov.uk

SEN Senior Management Group 22nd October 2019

Budget Monitoring Report - Month 1 (2019/20) – Independent Special Schools (ISPs)

Budget Monitoring Report - Month 6 (2019/20) – Independent Special Schools (ISPs)

Executive Summary

The Month 6 forecast for the ISPs shows a funding gap of £10.5millions which is an increase from Month 5 of £200,000. This is largely due to increasing numbers of placements impacted by the lack of capacity within Maintained Special Schools, parental preference, tribunal orders and the needs of these young people being too high for mainstream schools to cope with.

Management Action: Carry forward of £1.3m into 2020/21 this is for £350,000 block contracts and £983,000 3-5 savings to be achieved.

1.0 Financial Overview

The forecast includes provision for growth, known leave dates, therapy costs and contributions from Children's and Adult's Social Care budgets as agreed as per last financial year, as well as £50,000 relating to contributions to those placements for Children in Care that do not have EHCPs. Also included in the forecasting are 78 leavers since April 2019. This sector has seen the greatest % (56) growth compared to mainstream and special schools over the last three years.

Table 1

Activity description	Base Budget	Forecast	Variance	Movement from prev mth
ISP Sole funded	£16,999,000	£24,157,320	£7,158,320	£3,092,319
ISP Children's Joint Funded	£2,808,000	£1,789,795	(£1,018,205)	£51,313
ISP Adult Joint funded	£474,000	£910,982	£436,982	£133,544
ISP non-EHCP (Pre-16)	£50,000	£50,000	£0	£19,402
Growth	£0	£2,026,201	£2,026,201	(£3,163,514)
Management Action (MA)	(£2,473,000)	(£528,000)	£1,945,000	£85,000
TOTAL	£17,858,000	£28,406,298	£10,548,298	£218,064
High Needs Block Budget Pressure	(£5,335,000)	(£156,000)	£5,179,000	£0
REVISED TOTAL	£12,523,000	£28,250,298	£15,727,298	£218,064

2.0 Growth

The above growth calculation is based on the following estimates:

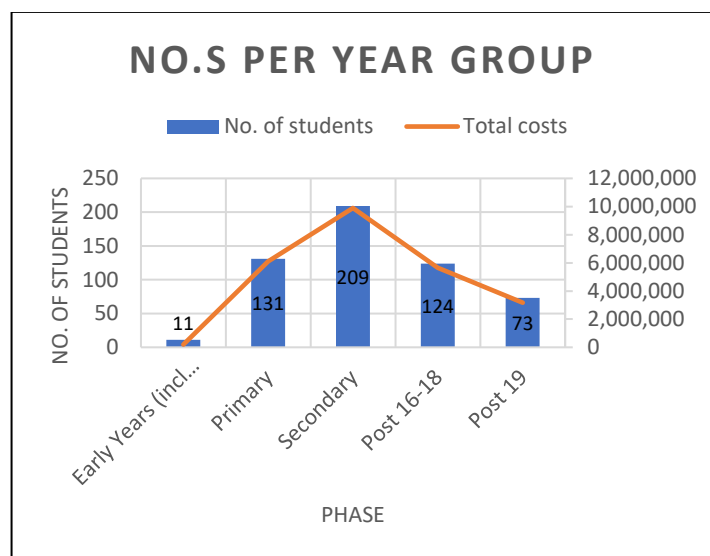
- 4 known starters in Oct actual E3 cost for 2019/20 fin year
- 30 moving to independent sector from AP & other, as from October'19 at £27,000 per pupil
- 98 for remainder of year (as per 2018/19 starters) plus 8 placements due to MSS lack of capacity (last year 12 placements available in MSS compared to 4 this year)

It should be noted that there were 173 new learners into the Independent Sector in 2018/19.

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3.0 Trends

As at July 2019 there are 527 students in the Independent Sector at a total cost of £23.6m (not including growth and management action).



Phase	No. of students (August)	No. of students (Sept)	Average costs (Sept)
EYs (inc NCY0)	10	11	£17,885
Primary	131	131	£46,678
Secondary	215	209	£47,353
Post 16-18	105	124	£45,630
Post 19	66	73	£43,305
Total	527	548	£45,671

High Cost Placements (>£100k)

Independent Provider	Placement Type	2017/18 Highest Placement Cost - Education only	2018/19 Highest Placement Cost - Education only	2019/20 Highest Placement Cost - Education only	CIC per annum	Joint Funded per annum
Ferndearle Child Services (Heather House)	Residential	£0	£106,749	£107,042	Yes	Yes
Libra	Residential	£76,124	£73,000	£119,731	No	No
North Hill House (Priory)	Residential	£137,477	£137,477	£137,477	No	No
Hillcrest Park School	Residential	£0	£89,790	£106,355	Yes	Yes
Underley Garden School	Residential	£0	£0	£114,212	Yes	Yes
Oak Leaf lodge	Residential	£0	£0	£137,381	Yes	Yes
Sunfield Children's Homes Limited	Residential	£0	£0	£210,452	Yes	Yes
Hill House School (Cambian Group)	Residential	£104,405	£148,817	£140,447	Yes	Yes
Treloar College	Residential	£129,705	£129,705	£117,143	No	No
Cambian Group (The Meadows)	Residential	£0	£0	£137,250	Yes	Yes
National Star College	Residential	£85,848	£109,754	£208,184	No	No

High cost placements are increasing for residential placements predominantly for Children in Care where Education are joint funding placements 50/50 with Children's services Social Care.

Each placement cost refers to one learner.

For the new starters 73 of the 162 places are high cost placements (over £50,000).

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Analysis of Starters	Apr	May	June	July	Aug	Sept	Oct
Mainstream School	9	3	4	1	0	31	
Maintained Special School	1	4	3	0	0	15	
Alternative Provision	2	3	3	0	1	8	
Home Educated	2	2	1	0	0	4	
College	3	1	1	0	0	16	
CME (Missing Education)	1	1	1	1	0	2	
EOTAS	0	1	1	1	0	4	
Early Years	0	1	0	0	0	4	
New to Devon	0	2	0	0	0	1	
Other Special School	0	1	1	1	2	9	
Other	0	0	0	0	0	03	
Previously NEET	0	0	0	2	0	4	
Number of Placements	18	19	15	6	3	101	
Cost to the HNB 19/20	£1,002,498	£825,280	£773,286	£256,483	£131,636	£3,293,447	
Average costs	£55,694	£43,436	£51,552	£42,747	£32,608	£32,608	

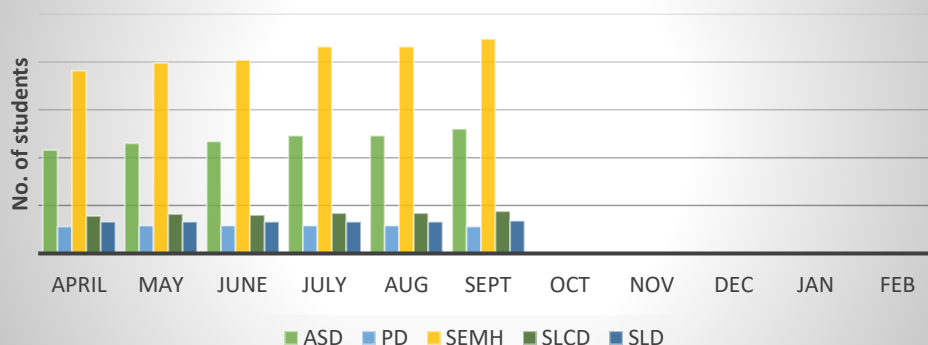
*Placement due to tribunal hearing

As at June 2019 the Primary Needs across the school phases indicate a growing trend in SEMH particularly in the secondary phase with ASD numbers remaining steady throughout.

Phases	ASD	HI	MLD	MSI	PD	PMLD	SEMH	SLCD	SLD	SpLD	VI	Total	Prev mth variance
Early Years (incl reception)	2	0	0	0	0	7	0	0	2	0	0	11	1
Primary	33	2	2	3	3	8	65	10	5	0	0	131	0
Secondary	46	7	10	0	9	5	109	12	5	1	5	209	-6
Post 16 - 18	37	5	9	0	6	1	38	15	3	4	6	124	19
Post 19	12	0	7	0	10	0	12	7	19	2	4	73	7
Total	130	14	28	3	28	21	224	44	34	7	15	548	21

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Most prevalent Primary Needs



The five most prevalent primary needs as at Sept 2019/20 financial year are:

- 224 – SEMH
- 130 - ASD
- 44 - SLCD
- 34 - SLD
- 28 - PD

Independent Mainstream Schools

Independent Mainstream - June'19	No. of pupils Sept'18	No. of pupils Sept'19	Total costs Sept'19	Average costs Sept'19
Exeter School	1	1	12,325	12,325
Kingsley School	4	7	157,505	22,501
Magdalen Court School	11	27	505,698	18,730
Sands School	7	10	166,679	16,668
Shapwick School	2	4	100,334	25,083
South Devon Steiner School	1	1	10,914	10,914
St Peter's School	0	1	18,446	18,446
St Wilfrid's School	1	3	23,392	7,797
Stover School	3	3	70,486	23,495
Totnes Progressive School	2	5	84,603	16,921
Trinity School	5	7	115,349	16,478
West Buckland School	1	1	10,606	10,606
Total	34	60	1,138,114	18,969

The majority of these placements have been where parents have chosen these private schools and when a request for assessment is received by the Local Authority the funding for these young people transfers to the High Needs Block

Gill Loman
SEN 0-25 Resource and Business Manager

2020-21 SCHOOLS FUNDING ARRANGEMENTS

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

Recommendations

It is recommended that DEF:

- a) Specifically approve the proposals for the 2020-21 schools revenue funding formula as set out in section 1 and make recommendations to Cabinet.
All to vote
- b) Specifically agree the de-delegation proposals for maintained primary and maintained secondary schools as set out in section 2 and appendix D
Vote: Maintained primary representatives
Vote: Maintained secondary representatives
- c) Specifically agree the centrally held funding allocations as set out in section 3 and appendix E
All to vote
- d) Note the local authority's disapplication requests that have been applied for and awaiting approval
All to note

1. Schools Funding

- 1.1. 2020-21 is the third year since the introduction of the new National Funding Formula (NFF) for Schools. In autumn 2018 the DfE informed local authorities that the introduction of the NFF 'hard formula' would be delayed until after the spending review in 2020-21 and the local flexibility in setting the funding formula would remain for 2020-21.
- 1.2. While it remains the government's intention that a school's budget should be set on the basis of a single national formula, Local Authorities will continue to determine final funding allocations for schools through a local formula, working with schools to help bring about the best outcomes for all children and young people.
- 1.3. Schools across England are set for a cash boost after the Prime Minister announced he will invest over £14 billion in primary and secondary education between now and 2022-23.
- 1.4. The funding package for 5-16 schools includes £2.6 billion for 2020-21, £4.8 billion for 2021-22, and £7.1 billion for 2022-23 compared to 2019-20. This will bring the schools budget to £52.2 billion in 2022-23. Separate to this, the government have confirmed that the £1.5 billion each year will continue to fund additional pension costs for teachers as well as funding for the teachers' pay grant in 2020-21.
- 1.5. The 'Schools Revenue Funding 2020 to 2021' operational guidance was issued by the DfE in October 2019. As the authority retains local discretion for 2020-21 the factor values and parameters may continue to differ from those used in the NFF. However, Devon is proposing to make the transition to the national funding levels for 2020-21. See [CHANGES IN FORMULA FACTORS IN 2020-21](#)
- 1.6. In 2020-21 Devon has been given illustrative allocations with additional funding of £19.1 millions based on the 2018 October census data.

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Teachers' Pension Scheme

- 1.7. In September 2018, the Government Actuary's Department completed their calculations to provide indicative results of the 2016 valuation of the Teachers' Pension Scheme (TPS) to the DfE. The employer contribution rate of 16.48% increased to 23.68%, for the period 1 September 2019 until 31 March 2023.
- 1.8. In April 2019, the DfE confirmed they would fully fund increased pension contributions (16.48% to 23.68%) that schools would have to make in 2019-20 which is a total of £940 million.
- 1.9. The funding relating to pensions has been confirmed until 2022-23 and will continue to be paid separately from the NFF in 2020-21. The rates that determine the 2020-21 allocations will be published in due course by the DfE.

Teachers' Pay Grant

- 1.10. In July 2018, Education Secretary Damian Hinds confirmed an investment of £508 million (£187 million in 2018-19 and £321 million in 2019-20) to fully fund the deal which means 3.5% for classroom teachers on the main pay range, 2% for those on the upper pay range and 1.5% for those in leadership positions.
- 1.11. In July 2019, further funding of £105 million was given to cover the 0.75% over the level assessed as affordable by the department previously.
- 1.12. Schools will continue to determine how their staff are paid. The increase is funded by the government through the teachers' pay grant from the existing Department for Education budget.
- 1.13. For 2020-21 the teachers' pay grant will continue to be paid separately from the NFF. The rates that determine the 2020-21 allocations will be published in due course by the DfE. The ESFA have advised that the teachers' pay grant is included within the £4.8bn and £7.1bn additional funding packages for 2021-22 and 2022-23.

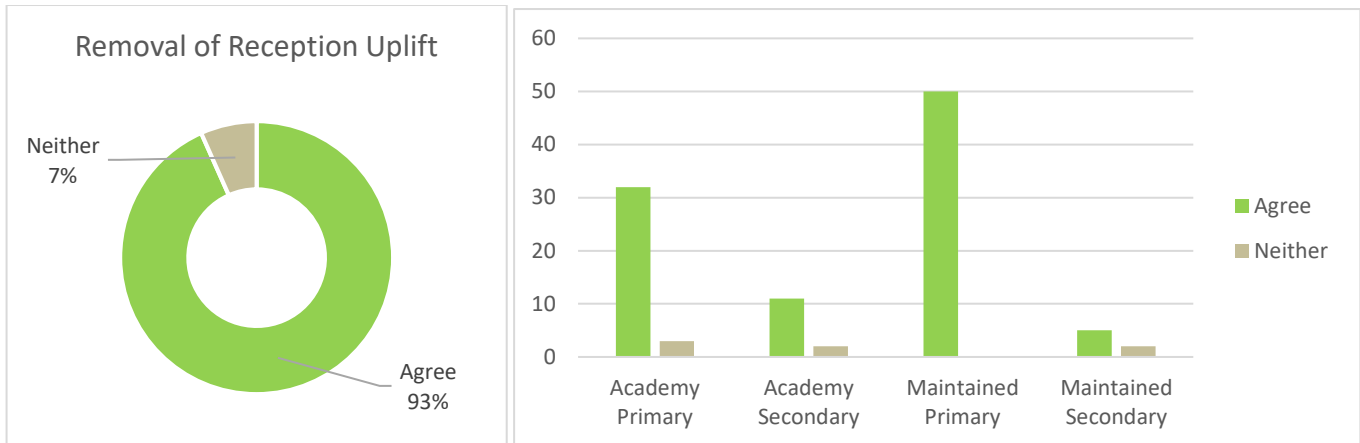
Consultation 2020-21

- 1.14. The local authority consulted on Devon's proposals for the 2020-21 schools revenue funding formula. Modelling was based on the Schools Block and the October 2018 census data. Note that the final DSG settlement will be based on the October 2019 census data.
- 1.15. In all, 105 schools responded to the consultation, 29% of all schools and compares to 155 schools, 43% in 2018. A full analysis of participation is attached to this report at [2020-21 SCHOOLS REVENUE FUNDING FORMULA](#)
- 1.16. All documents relating to the consultation can be viewed on the schools finance webpage: [CONSULTATIONS: SUPPORT FOR SCHOOLS](#)
- 1.17. In consulting with schools on designing the funding formula in 2020-21 we asked that schools considered transitioning fully to the NFF factors. This meant the following needed to be discussed.
 - Remove Reception Uplift
 - Primary lump sum increases to £110,000
 - Set the Minimum Funding Guarantee to at least plus 0.5%

Removal of reception uplift

1.18. Devon is proposing to follow the NFF in 2020-21 and not include the reception uplift in its local formula. The schools which have seen reception uplift will not be financially disadvantaged in the NFF calculations, as this funding will remain in their baselines. For schools going forward any pupil growth will be met from the growth fund where eligible

1.19. The response to the question shows that 98 out of 105 schools that responded (93%) agreeing to the proposal.

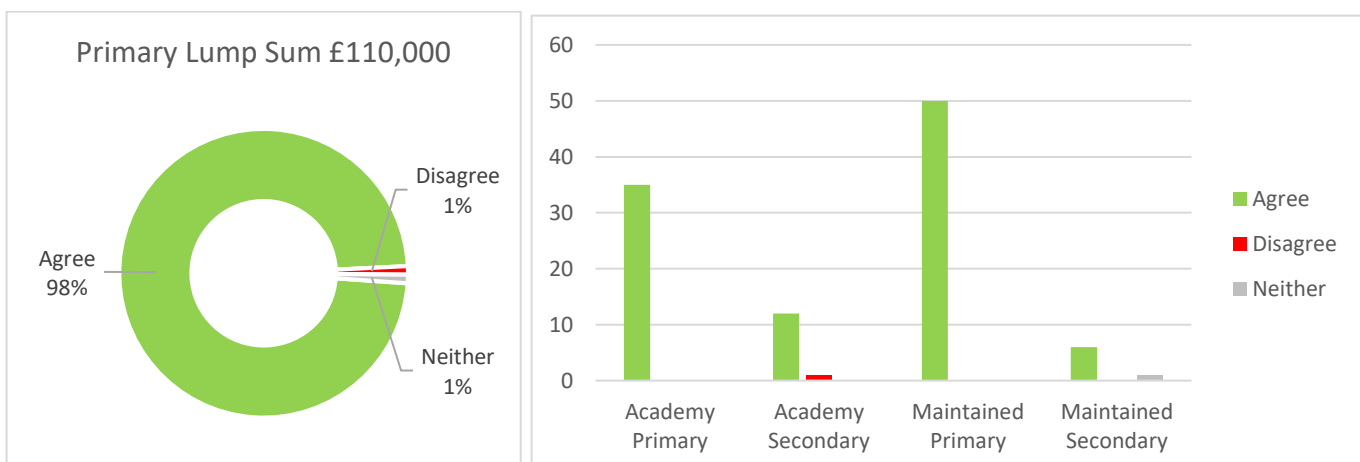


Primary Lump Sum

1.20. The lump sum contributes towards the minimum fixed costs of a school and considers such elements as leadership costs, premises and administration. The lump sum brings some stability to school budgets as it is not predicated on pupil numbers. Over 90% of the school's budget is now allocated on pupil-led factors.

1.21. For 2020-21 Devon is proposing to bring the primary lump sum up from £101,105 to the national funding level of £110,000. Secondary and All-through schools will remain at the national funding level of £110,000.

1.22. The response to the question shows that 103 out of 105 schools that responded (98%) agreeing to the proposal.



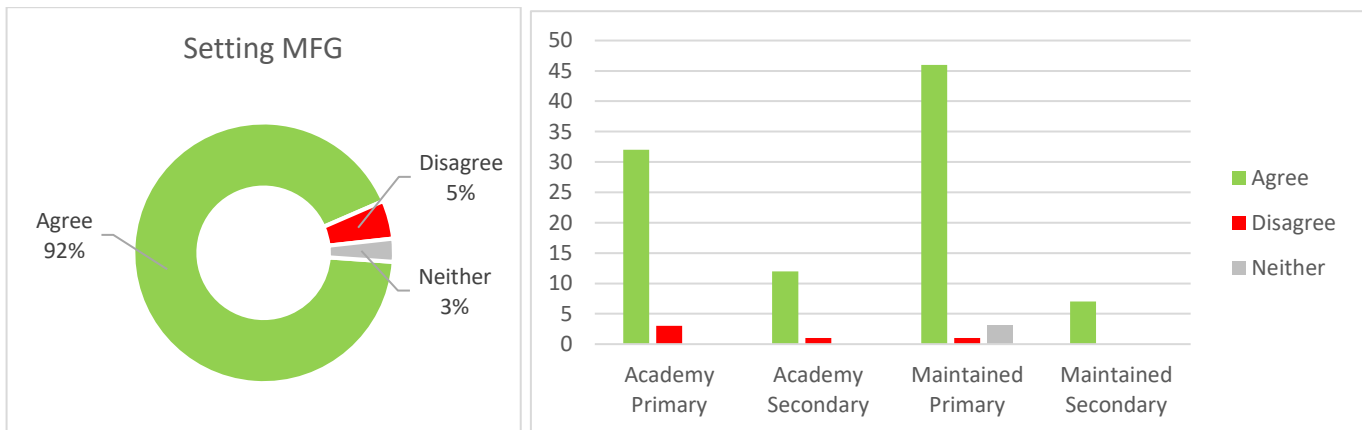
Minimum Funding Guarantee

1.23. Minimum Funding Guarantee (MFG) is a way to protect the funding on a per pupil rate. For 2020-21 the DfE have stated the MFG must be set at between plus 0.5% and plus 1.84% per

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pupil compared against the previous year. **Note:** Budgets may still go down due to a reduction in non-pupil related factors or a drop in pupil numbers.

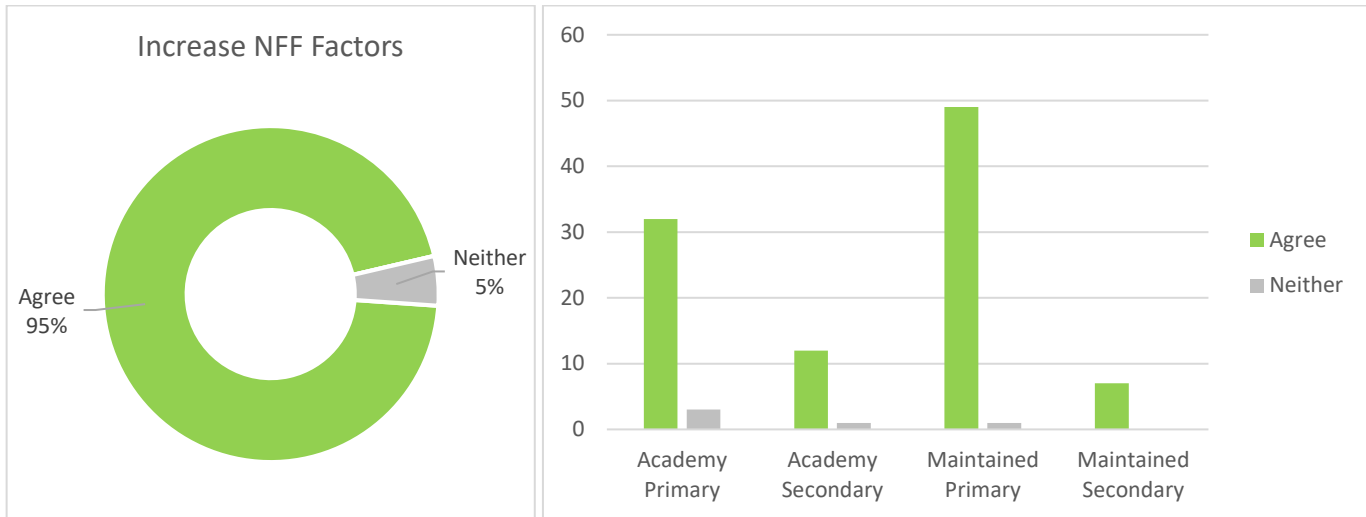
- 1.24. To assist schools plan for the minimum increase of the MFG factor the NFF has been modelled using an MFG of plus 0.5%, thus providing schools with an indicative 'worst case scenario' budget, which will assist with their planning for 2020-21 and beyond.
- 1.25. Devon proposes, to ensure affordability, to use the MFG factor by adjusting the percentage per pupil between plus 0.5% and plus 1.84%.
- 1.26. The response to the question shows that 97 out of 105 schools that responded (92%) agreeing to the proposal.



- 1.27. Clarification of the rate used will be brought to the January 2020 Schools Finance Group and Forum meeting for approval once the DSG allocations are known in December 2019.

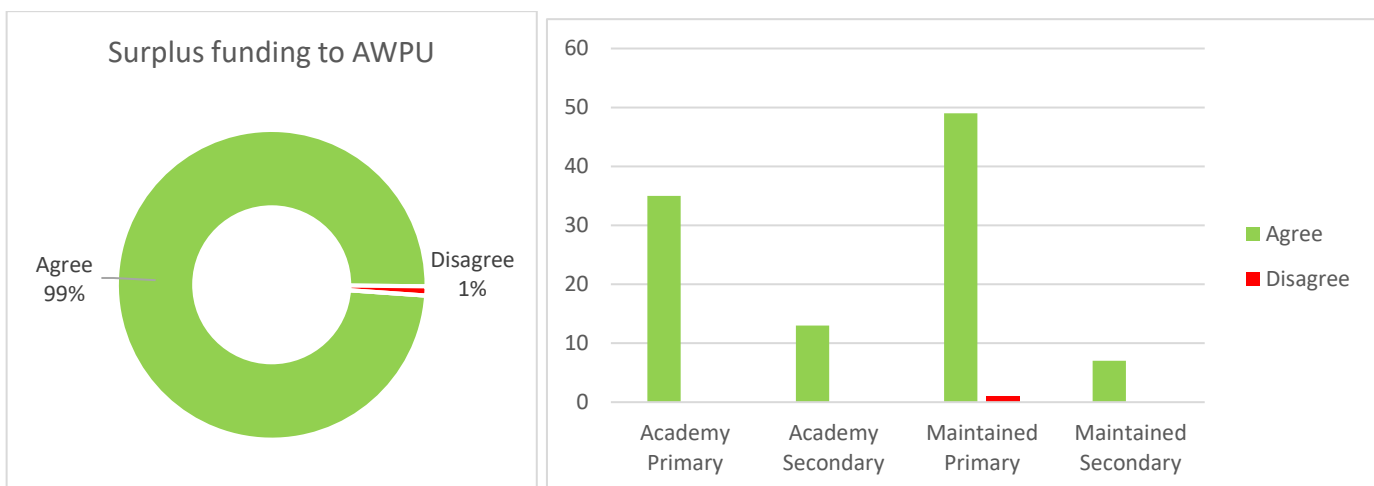
Increase Funding Factors Values

- 1.28. Additional money invested in schools for 2020-21 has meant that the DfE have increased all of the key factors in the NFF by 4%. Except for Free School Meals which will be increased by 1.84% in line with inflation as the factor value is based on an estimate of the actual cost of providing school meals.
- 1.29. Premises funding will continue to be allocated at local authority level on the basis of actual spend in the 2019 to 2020 APT, with the PFI factor increased in line with the RPIX measure of inflation (3.03%)
- 1.30. Devon proposes to increase to these funding factor values for 2020-21. The actual percentage increases do vary from the values stated above as they have been rounded to the nearest £5 ([CHANGES IN FORMULA FACTORS IN 2020-21](#))
- 1.31. The response to the question shows that 100 out of 105 schools that responded (95%) agreeing to the proposal to increase the funding factors.



Surplus Funding to AWPU

- 1.32. At the time of consultation, the DfE had not sent out the authorities illustrative funding. Devon proposed to seek views on any surplus funding, after looking at proposals 1 to 4, to be distributed through Basic Entitlement (AWPU).
- 1.33. The response to the question shows that 104 out of 105 schools that responded (99%) agreeing to the proposal to increase the Basic Entitlement (AWPU).



- 1.34. Schools have responded favourably to proposals 1 to 5 and with the release of the indicative settlement and changes to the core factors Devon is able to fund at the national funding formula for 2020-21. The is still dependent on the October 2019 census details and final settlement being confirmed in December 2019.

Movement between Blocks

- 1.35. The Local Authority's DSG consists of 4 blocks of funding: The Schools Block, Central School Services Block, High Needs Block and Early Years Block. The blocks are ring-fenced, but the LA retains limited flexibility to transfer up to 0.5% of the DSG to another block, with the approval of Schools Forum.
- 1.36. The DfE have confirmed that authorities have the option to transfer 0.5% from the schools block in 2020-21. This would be approximately £2 million or £23 per mainstream pupil for Devon.

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- 1.37. The 2019 spending round includes £700 million extra for children with Special Educational Needs and Disabilities (SEND) in 2020-21, so every pupil can access the education that is appropriate for them, and no pupil is held back from reaching their potential.
- 1.38. Devon has seen an additional £5.6million for Devon as per the Office of National Statistics (ONS) 2-18 year-old population.
- 1.39. As schools will be aware since the introduction of the new SEND code of practice in 2014, there has been a year on year increase in the demand placed on the High Needs Block due to increased numbers of children requiring support and Education, Health Care Plans (EHCP).
- 1.40. The SEN team have reviewed what additional saving could be sought for next year, but much is out of our direct control, for example, new provision opening dates, cost of provision in independent schools, number of requests for EHCPs. A request for capital funding for 300 additional places in maintained special schools has been made to the council to try and reduce continued pressure in this area.
- 1.41. Devon sought schools' views to gain an understanding regarding the authority seeking to transfer 0.5% to the High Needs Block from the Schools Block. The responses can be found in [ADDITIONAL COMMENTS TO PROPOSALS 1-5:](#)
1. We agree with the above proposals provided that this does not disadvantage larger schools like ours which has happened in the past through the subsidies given to smaller schools. As a school that is over subscribed, lacking space and amenities for the children in our care we feel that we must have the appropriate funding to support the education of our children and their families
 2. Any increases will benefit our small school budget with regards to retaining experienced staff and the quality of teaching and learning
 3. We are aware that given the unusual times we find ourselves in, financial planning incredibly difficult and will need flexibility as a result.
 4. Proposal 5 ensures an equal and fair distribution of any surplus funding across all pupils
 5. The additional funding is very much needed as we have less and less people on the ground and higher and higher levels of need.
 6. The lump sum for secondary schools is inadequate and does not support the fact Devon's rural nature will always result in having small secondary schools with such a small lump sum. We believe that Devon is not supporting high educational standards in small secondary schools.

PROPOSAL 6 TRANSFER OF FUNDS: RESPONSES

- 1.42. The response to the question shows that 79 out of 105 are still not in favour of transferring funds from the DSG to High Needs, yet it has been useful to see the understanding of schools to the view.
- 1.43. **Recommendation:**
- a. That Schools Forum recommends to Cabinet that:
 - i. Remove the reception uplift in line with the national funding formula factors
 - ii. Increase the primary lump sum to £110,000;
 - iii. Set the MFG at plus 0.5% rising to plus 1.84% depending on affordability
 - iv. Set all NFF factors at the new rates prescribed in the October 2019 operational guidance.
 - v. Increase AWPU for all pupils if funding permits.

Note that the final funding rates may change subject to affordability when the October 2019 pupil data and Schools Block DSG settlement is confirmed in late December 2019.

All to vote

- b. That Schools Forum note the views expressed by schools regarding transferring 0.5% to the High Needs block.

All to note

2. Delegation and De-delegation

- 2.1. The following services were delegated in 2019-20 but were able to be de-delegated from the primary and/or secondary maintained schools subject to Schools Forum decision by the representatives in each sector. De-delegation is not an option for academies, special schools, nurseries or PRUs.
- 2.2. Where de-delegation has been agreed for maintained primary and secondary schools, it is the Department's presumption that the local authority will offer the service on a buy-back basis to those schools and academies in their area which are not covered by the de-delegation. In the case of special schools and PRUs, the funding for such services, will be included in the top-up. Academies will continue to receive a share of funding for these services in their delegated budget.
- 2.3. Decisions taken on de-delegation in 2019-20 were for one year only, so decisions for each service will be required in 2020-21. As follows:
 - i. Behaviour support services
 - ii. Support to under-performing ethnic groups and bilingual learners
 - iii. Licences and subscriptions (note: All licensing is covered by a national licence and the DfE charge the local authority except CLEAPPS (LEA Provision of Science Services)
 - iv. Trade unions
 - v. Jury Service / Magistrates duties
 - vi. Maternity
 - vii. Contingencies (including schools in financial difficulties and exceptional events)
- 2.4. The per pupil rates for these services are identified in the [SCHOOLS DELEGATION CALCULATOR](#) which are on the consultation webpage.
- 2.5. Schools were asked to indicate whether they thought that for these relevant local services, funding should continue to be de-delegated to Devon County Council to commission services to the value committed for 2019-20 (Option 1) or whether monies should be delegated back to schools (Option 2). The consultation responses of the 57 maintained schools can be found at [DELEGATION AND DE-DELEGATION](#)
- 2.6. **Recommendation:**
Schools Forum Maintained schools representatives to decide, phase by phase, the delegation or de-delegation of the services listed in Section 2.3 and Appendix D
Vote: Maintained Primary Schools
Vote: Maintained Secondary Schools

3. Centrally Held Funding

- 3.1. Only a limited number of services can be retained centrally, and local authorities must seek approval from Schools Forums to retain central funding up to the value committed in 2019-20 for these services. The limit does not now apply to admissions or the servicing of schools' forum.
- 3.2. Locally, the relevant services are:
 - Emotional, Psychological & Social Wellbeing
 - Phase Associations
 - Schools Admissions Service
 - Termination of Employment Costs
- 3.3. Schools were asked to indicate whether they thought that for these relevant local services, funding should continue to be de-delegated to Devon County Council to commission services to the value committed for 2018-19 (Option 1) or whether monies should be delegated back to

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schools (Option 2). The consultation responses of the 105 schools can be found at [HISTORIC COMMITMENTS](#)

3.4. **Recommendation:**

That Schools Forum agrees:

- to continue to give £60,000 for the Emotional, Psychological and Social Wellbeing Service, co-produced by Public Health Devon and schools.
- to retain the funding centrally at the same level as 2019-20 for Phase Associations
- to retain the funding centrally at the same level as 2019-20 for Schools Admissions Service.

All to Vote

4. **Disapplications**

4.1. **Joint Use**

The 2019-20 baselines included one-off capital expenditure for dual use. We are seeking approval for the disapplication of these technical adjustments to exclude one-off expenditure from the 2019-20 baselines and adjust for the prior year adjustments.

4.2. **Recommendation:**

That SFG notes the local authority's planned disapplication requests.

All to Note

MARY DAVIS
County Treasurer

JO OLSSON
Chief Officer for Children's Services

Please ask for: Adrian Fox
Adrian.fox@devon.gov.uk

CHANGES IN FORMULA FACTORS IN 2020-21

PRIMARY	Devon Formula Factors 2019-20	Proposed Factors 2020-21	Change	% Change
AWPU Primary	£2,747	£2,857	£110	4%
Free School Meals Primary	£440	£450	£10	2.3%
Free School Meals Ever 6 Primary	£540	£560	£20	3.7%
IDACI P Band F	£200	£210	£10	5%
IDACI P Band E	£240	£250	£10	4.2%
IDACI P Band D	£360	£375	£15	4.2%
IDACI P Band C	£390	£405	£15	3.8%
IDACI P Band B	£420	£435	£15	3.6%
IDACI P Band A	£575	£600	£25	4.3%
EAL3 (P)	£515	£535	£20	3.9%
Low Attainment (P)	£1,022	£1,065	£43	4.2%
Mobility Primary	£0	£875	£875	100%
Lump Sum Primary	£101,105	£114,400	£13,295	13.1%
Sparsity Funding Primary	£25,000	£26,000	£1,000	4%
Minimum per-pupil Funding Primary	£3,455	£3,750	£295	8.5%

SECONDARY	Devon Formula Factors 2019-20	Proposed Factors 2020-21	Change	% Change
AWPU KS3	£3,863	£4,018	£155	4%
AWPU KS4	£4,386	£4,561	£175	4%
Free School Meals Secondary	£440	£450	£10	2.3%
Free School Meals Ever 6 Secondary	£785	£815	£30	3.8%
IDACI S Band F	£290	£300	£10	3.4%
IDACI S Band E	£390	£405	£15	3.8%
IDACI S Band D	£515	£535	£20	3.9%
IDACI S Band C	£560	£580	£20	3.6%
IDACI S Band B	£600	£625	£25	4.2%
IDACI S Band A	£810	£840	£30	3.7%
EAL3 (S)	£1,385	£1,440	£55	4%
Low Attainment (S)	£1,550	£1,610	£60	3.9%
Mobility Secondary	£0	£1250	£1250	100%
Lump Sum Secondary	£110,000	£114,400	£4,400	4%
Sparsity Funding Secondary	£65,000	£67,600	£2,600	4%
Minimum per-pupil Funding Secondary	£4,755	£5,000	£245	5.1%

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APPENDIX B

2020-21 SCHOOLS REVENUE FUNDING FORMULA

School Based By School Type	2019			2018			Variation from previous year	
	Total School Base	Total School Response	% Response	Total School Base	Total School Response	% Response	No of Schools	%age change
Maintained Primary	172	50	29%	179	67	37%	(17)	-8%
Maintained Secondary	8	7	88%	9	7	78%	0	10%
Maintained Special	10	1	10%	10	5	50%	(4)	-40%
Academy Primary	138	35	25%	129	59	46%	(24)	-20%
Academy Secondary	34	13	38%	33	17	52%	(4)	-13%
Academy Special	1	0	0%	0	0	0%	0	0%
	363	106	29%	360	155	43%		

By Phase	2019			2018		
	Total School Base	Total School Response	% Response	Total School Base	Total School Response	% Response
All Primary	310	85	27%	212	84	40%
All Secondary	42	20	48%	9	7	78%
All Special	11	1	9%	10	5	50%
	363	106	29%	231	96	43%

LIST OF RESPONDING SCHOOLS

[Alphabetical by School name within Phase within Status]

Maintained - Primary

Ashwater Primary School	8782201	Maintained Primary
Awliscombe Church of England Primary School	8783300	Maintained Primary
Bishops Nympton Primary School	8782210	Maintained Primary
Bishops Tawton Primary School	8782211	Maintained Primary
Bovey Tracey Primary School	8782404	Maintained Primary
Bradley Barton Primary School and Nursery Unit	8782472	Maintained Primary
Buckland Brewer Primary School	8782218	Maintained Primary
Chudleigh Church of England Community Primary School	8783105	Maintained Primary
Clyst St Mary Primary School	8782009	Maintained Primary
Cornwood Church of England Primary School	8783152	Maintained Primary
Doddiscombsleigh Primary School	8782417	Maintained Primary
East Anstey Primary School	8782223	Maintained Primary
Exminster Community Primary	8782420	Maintained Primary
Feniton Church of England Primary School	8783312	Maintained Primary
Halwill Community Primary School	8782228	Maintained Primary
Haytor View Community Primary School	8783779	Maintained Primary
Hazeldown School	8782448	Maintained Primary
Heathcoat Primary School	8782723	Maintained Primary

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Holsworthy Church of England Primary School	8783063	Maintained Primary
Instow Community Primary School	8782233	Maintained Primary
Ipplepen Primary School	8782423	Maintained Primary
Langtree Community School and Nursery Unit	8782237	Maintained Primary
Marldon Church of England Primary School	8783607	Maintained Primary
Marwood School	8782238	Maintained Primary
Newton Poppleford Primary School	8782054	Maintained Primary
Parkham Primary School	8782241	Maintained Primary
Payhembury Church of England Primary School	8783016	Maintained Primary
Pinhoe Church of England Primary School	8783328	Maintained Primary
Rackenfod Church of England Primary School	8783772	Maintained Primary
Shaugh Prior Primary School	8782618	Maintained Primary
Shaugh Prior Primary School	8782618	Maintained Primary
South Molton United Church of England Primary School	8783459	Maintained Primary
St Andrew's Church of England Primary School	8783752	Maintained Primary
St Catherine's CofE Nursery & Primary School	8783605	Maintained Primary
St Giles-on-the-Heath Community School	8782242	Maintained Primary
St Martin's CofE Primary & Nursery School	8783005	Maintained Primary
St Mary's Church of England Primary School	8783751	Maintained Primary
St Michael's Church of England Primary School	8783128	Maintained Primary
St Sidwell's Church of England Primary School and Nursery	8783323	Maintained Primary
Stoke Canon Church of England Primary School and Pre-School	8783024	Maintained Primary
Stokeinteignhead School	8782445	Maintained Primary
Swimbridge Church of England Primary School	8783460	Maintained Primary
Tavistock Community Primary & Nursery School	8782623	Maintained Primary
The Beacon Church of England (VA) Primary School	8783309	Maintained Primary
The Castle Primary School	8782720	Maintained Primary
The Grove School	8782461	Maintained Primary
Tipton St John Church of England Primary School	8783319	Maintained Primary
Upton Primary School	8782073	Maintained Primary
Whimple Primary School	8782074	Maintained Primary
Willand School	8782075	Maintained Primary

Maintained - Secondary

Cullompton Community College	8784010	Maintained Secondary
Dawlish College	8784101	Maintained Secondary
King Edward VI Community College	8784109	Maintained Secondary
Sidmouth College	8784011	Maintained Secondary
South Molton Community College	8784057	Maintained Secondary
St Luke's Science and Sports College	8784501	Maintained Secondary
Tiverton High School	8784192	Maintained Secondary

Maintained - Special / PRU

Devon Hospital School	8781110	Maintained Special
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Academy - Primary

Aveton Gifford CofE Primary School	8783100	Academy Primary
Black Torrington Church of England Primary School	8783056	Academy Primary
Blackpool Church of England Primary School	8783102	Academy Primary

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Boasley Cross Community Primary School	8782601	Academy Primary
Bradford Primary School	8782212	Academy Primary
Bridestowe Primary School	8782602	Academy Primary
Bridgerule Church of England Primary School	8783057	Academy Primary
Brixington Primary Academy	8782051	Academy Primary
Chagford Church of England Primary School	8783151	Academy Primary
Chudleigh Knighton Church of England Primary School	8783106	Academy Primary
Chulmleigh Primary School	8782219	Academy Primary
East Worlington Primary School	8782224	Academy Primary
Exbourne Church of England Primary School	8783153	Academy Primary
Exwick Heights Primary School	8782022	Academy Primary
Gatehouse Primary Academy	8782044	Academy Primary
Hawkchurch Church of England School	8783012	Academy Primary
Highampton Community Primary School	8782255	Academy Primary
Lady Seaward's Church of England Primary School	8783307	Academy Primary
Lapford Community Primary School	8782260	Academy Primary
Lydford Primary School	8782613	Academy Primary
Musbury Primary School	8782053	Academy Primary
Newton Ferrers Church of England Primary School	8783156	Academy Primary
North Tawton Community Primary School and Nursery	8782615	Academy Primary
Northlew and Ashbury Parochial Church of England Primary School	8783157	Academy Primary
Okehampton Primary School and Foundation Unit	8782616	Academy Primary
Rockbeare Church of England Primary School and Pre-School	8783317	Academy Primary
Salcombe Church of England Primary School	8783124	Academy Primary
Sidmouth Church of England (VA) Primary School	8783318	Academy Primary
South Tawton Primary School	8782619	Academy Primary
St James Church of England Primary and Nursery School	8782082	Academy Primary
Uffculme Primary School	8782072	Academy Primary
Westcliff Primary Academy	8782064	Academy Primary
Whipton Barton Infants and Nursery School	8782039	Academy Primary
Whipton Barton Junior School	8782040	Academy Primary
Willowbank Primary School	8782084	Academy Primary

Academy - Secondary / All-Through

Axe Valley Academy	8784021	Academy Secondary
Braunton Academy	8784053	Academy Secondary
Chulmleigh Community College	8784054	Academy Secondary
Cranbrook Education Campus	8784013	Academy Secondary
Holsworthy Community College	8784056	Academy Secondary
Isca	8784006	Academy Secondary
Newton Abbot College	8785404	Academy Secondary
Okehampton College	8784183	Academy Secondary
St James School	8784016	Academy Secondary
Tavistock College	8784182	Academy Secondary
The King's School	8784005	Academy Secondary
Uffculme School	8785405	Academy Secondary
West Exe School	8784023	Academy Secondary
The King's School	8784005	Academy Secondary
Uffculme School	8785405	Academy Secondary

ADDITIONAL COMMENTS TO PROPOSALS 1-5:

7. We agree with the above proposals provided that this does not disadvantage larger schools like ours which has happened in the past through the subsidies given to smaller schools. As a school that is over subscribed, lacking space and amenities for the children in our care we feel that we must have the appropriate funding to support the education of our children and their families
8. Any increases will benefit our small school budget with regards to retaining experienced staff and the quality of teaching and learning
9. We are aware that given the unusual times we find ourselves in, financial planning incredibly difficult and will need flexibility as a result.
10. Proposal 5 ensures an equal and fair distribution of any surplus funding across all pupils
11. The additional funding is very much needed as we have less and less people on the ground and higher and higher levels of need.
12. The lump sum for secondary schools is inadequate and does not support the fact Devon's rural nature will always result in having small secondary schools with such a small lump sum. We believe that Devon is not supporting high educational standards in small secondary schools.

PROPOSAL 6 TRANSFER OF FUNDS: RESPONSES

1. Agreed but trust the county will continue to lobby parliament with regard to SEND funding within the independent sector.
2. Yes, as long as this impacts on SEN provision at grass roots level, not just for clearing the overspend. We at crisis point to be able to for an above average number of SEN children who attend our school and the meagre amount which we are given even when an EHCP has been agreed together with the appropriate funding from the School Budget Share is insufficient to fully meet their individual and diverse needs. Other SEN children do not have the Teaching Assistant support in class which would enable them to reach their full potential. This is having a significant impact on staff morale, particularly our excellent SENCo.
3. I agree with this consideration. Schools are seeing recourse to 0-25 as the only way of securing additional support for pupils with additional needs so it seems fair that the money should go to High Needs as schools will benefit ultimately.
4. As we are a school that get a lot of funding from the High Needs block then we agree with this statement although long term this is not sustainable.
5. Last year, governors at the School agreed to the 0.5% transfer. Given the huge needs within this funding block, it seems a reasonable proposal. However, loss of funding in this area could be detrimental to the quality standard of education given to those children currently receiving this funding, so governors would seek assurance that additional funds would be made available through central government before supporting a higher figure.
6. Schools need to understand the impact of this on their budgets. If we don't agree will we have to agree it sometime in the future to pay off the deficit which is accumulating? How else will DCC be able to support the needs of our most vulnerable children and young people? I think we have no choice.
7. In favour but not sustainable long term
8. Prefer not to but financially could manage this year but going forward would impact being able to have a balanced budget.

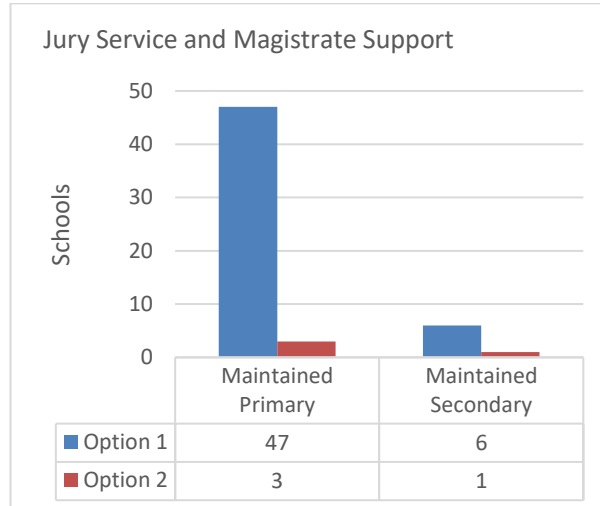
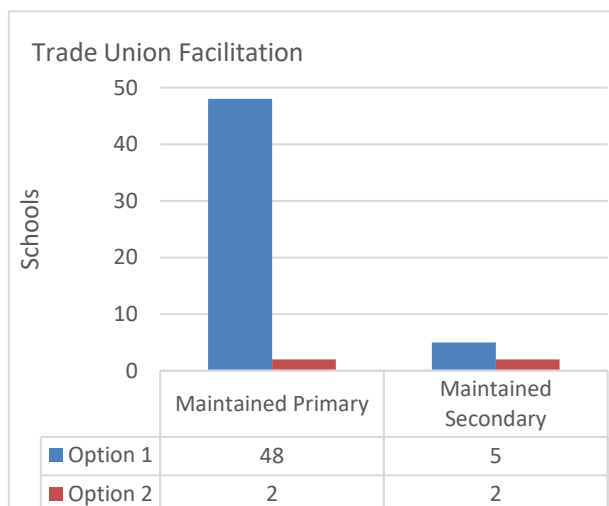
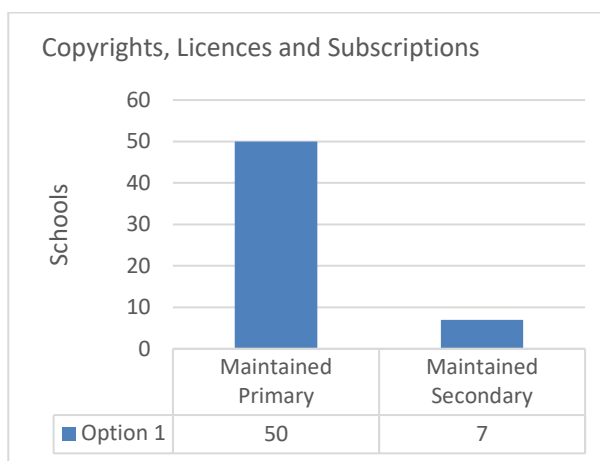
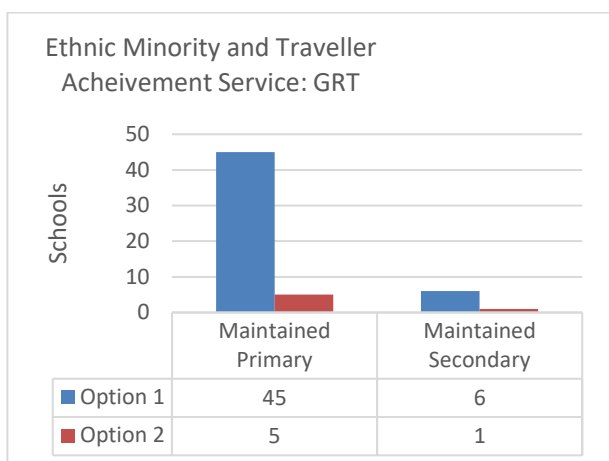
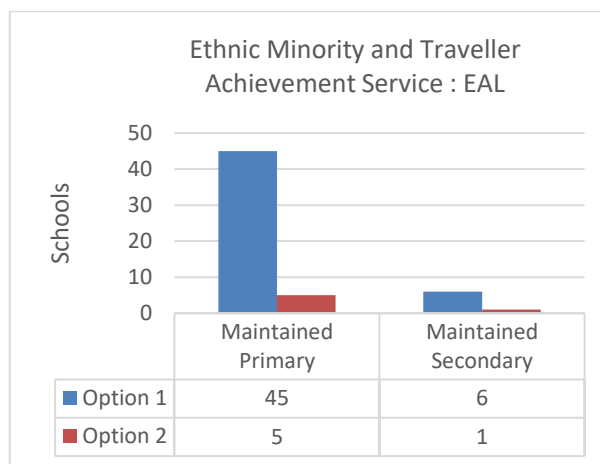
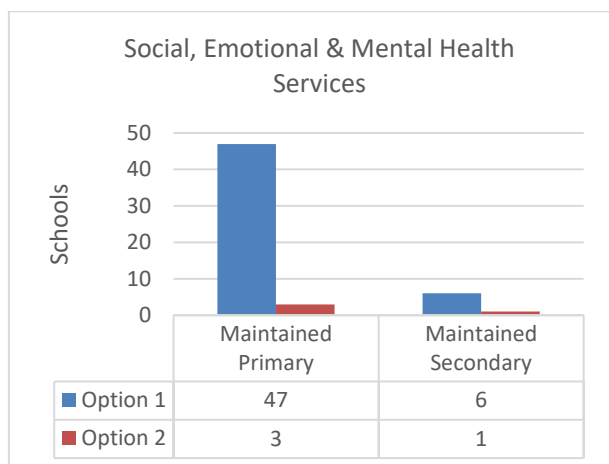
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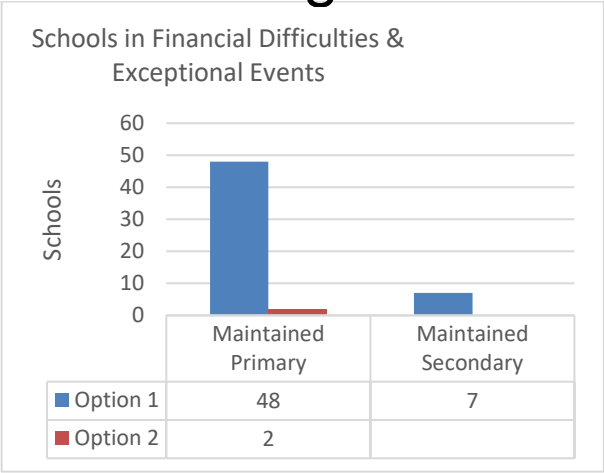
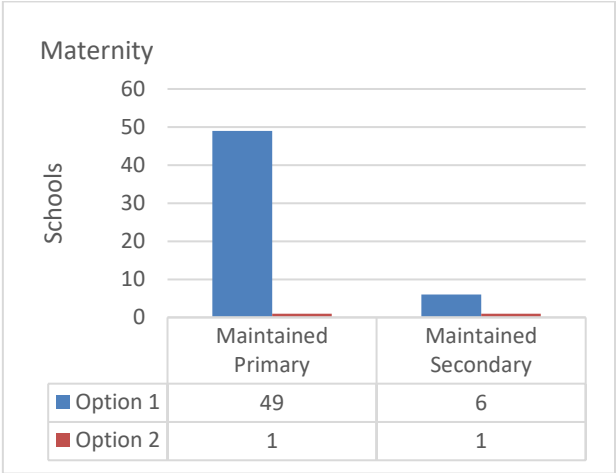
9. The Trust's preference is full application of the NFF in line with national guidance to ease transition for our schools going forward. (Proposal 1, 2 and 4). We then feel it would be desirable to support schools that see little gain due to the loss of historical protection (ie. Proposal 3, increase the MFG within the allowed band of 0.5% to 1.84%). AWPU increases are desirable but because of the necessity to protect schools who could be damaged by low percentage increases would be our lowest priority (accepting all proposals have resonance with our Trust).
10. MFG - I think that maybe all schools should receive just 0.5% and if DCC have surplus that this be added to the High Needs Block, those schools who have traditionally had higher MFG will benefit from SEN funding to support their pupils. With schools with high MFG will be closer to the NFF which should have been introduced this year.
11. Yes agreed for expenditure on High Needs support within schools, stop spending on Private Sector.
12. Access to high need block is important. Spending review around costs of independent specialist providers have been welcomed and commissioning additional specialist school places in public sector has to be the long term solution to ease pressures.
13. We would support this as we have a disproportionately high % of SEND children and we are drastically underfunded currently.
14. High needs provision within school places a considerable strain on resources. Current EHCP banding rates do not cover the true cost of providing resources and staffing for the child in need. There is also the cost of the Sendco role within school. Schools are already required to fund the first £6000 from their budget. Should funds be diverted from the DSG to the HNB, the schools view is that there should be some reflection of this additional money within the high needs funding coming into schools. The school does recognise the strain the HNB is currently facing.
15. Although the high needs block is important, taking funding in this way has a big impact on schools and we see little in return for the investment. The idea that money is being spent on provision outside of county is concerning, as this is not a cost effective nor sustainable approach.
16. That any increase is seen at grass roots level and available to all children with SEN
17. At the moment being a small school with a tight budget we would find this difficult and would struggle to balance our budget. However, if all of the increases were to happen including the AWPU we would support it. We never benefit from the High Needs money and selfishly require this in our own small budget please.
18. This school would not support the transfer from the DSG to High Needs Block. The principle of the DSG is that this funding is for the education of all children, NOT to top up a funding gap created by the inadequacies of the 2014 code of practice.
19. We would not support that decision to move funds across. If the short fall is due to central Government not allocating enough funds to support SEN it should not then be propped up from the DSG. The 0.5% transfer will not effectively make a difference on the massive expected overspend anyway.
20. There appears to be an increasing number of children with a diagnosis of Autism, where the expectation is that a request is made for an EHCP. Given the provision needs for children with such a diagnosis, I wonder whether there needs to be further consideration of Universal and Wave 2 provision to meet the needs of children with autism prior to EHCP requests being submitted. Furthermore, if there was a transfer of funds to High Needs Block, we'd be interested for this to be targeted towards meeting the needs of children whose needs cannot be met within a mainstream setting over time.
21. We would not be in favour of such a transfer. Whilst we are very aware of the dilemma around High Needs Block, we believe that by transferring money from Dedicated Schools Grant to High Needs Block would only be a short term sticky plaster solution to what is a rapidly escalating issue which needs to be addressed more robustly by DfE.
22. This will increase the need of the High Needs Block because schools will not be able to afford to meet the needs of more students.
23. The funding gap in the high needs block is an issue which needs a government funded solution once the inadequacies of the 2014 Code of Practice have been rectified. I do not support a transfer from the DSG.
24. Our position is that we would not support any transfer from the DSG to the HNB.

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25. Schools have been waiting for this cash injection for many years. Given the timescale for increasing Special School places in Devon, schools may be asked in future years to carry on contributing to the High Needs Block, when funding is desperately needed in their own budgets. Should not the DSG funding be for schools?
26. We recognise the ongoing issue with under funding at High Needs Level alongside increasing complexity of need within our mainstream schools and so understand Devon's consideration of a transfer to the High Needs Block however we feel that this increase should be coming from central government and should not be impacting on the funding available to all other pupils.
27. I would not be in favour of this, as I feel schools have already been disadvantaged enough previously through this.
28. The school feels that this should not be done. Transferring funding in this way disguises the underfunding of High Needs and lets the Government off the hook.
29. I feel mainstream school SEND needs are increasing due to SEMH factors and we desperately need to protect mainstream funds despite the obvious high needs block funding concerns.
30. I would disagree with this proposal – 0.5% transfer would be equivalent to £18k for the Academy. With placements costing in excess of £40k within the private sector for individual students (as there are only 4 places left in county), the money would be better used in school to provide TA Support.
31. Although we feel that the high needs block is significantly underfunded and further government financial support is required, so to are maintained schools and they have little funds to manage their day to day needs let alone any to spare.
32. No. This should come from central government. Schools are already coping with exceptional needs and spending significantly above the allowances we have within the High Needs Block, SEND needs are increasing, there aren't Special School places available. We are giving everything we've got to support the children. Devon has a plan to address the overspend in time, Central Government should top up the gap to bring Devon to that point of predicted balance in time.
33. We would not want any more money taken from the budget to support the High Needs Block as the school budget is extremely tight.
34. We are strongly against this proposal. It appears that you are not giving the schools a yes or no vote to this proposal. We are therefore concerned that when this comes to schools forum it will not be meaningful.
35. The additional funding proposed by the DfE needs to stay in the DSG, to help support school budgets that have struggled to balance for many years.

DELEGATION AND DE-DELEGATION



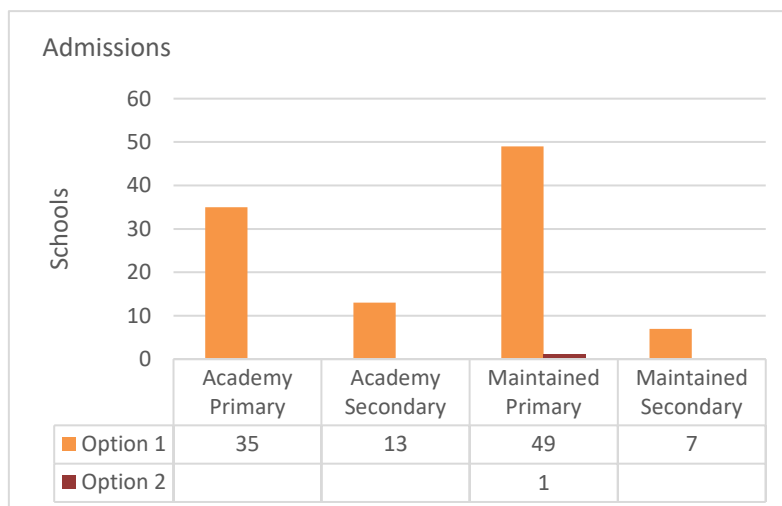
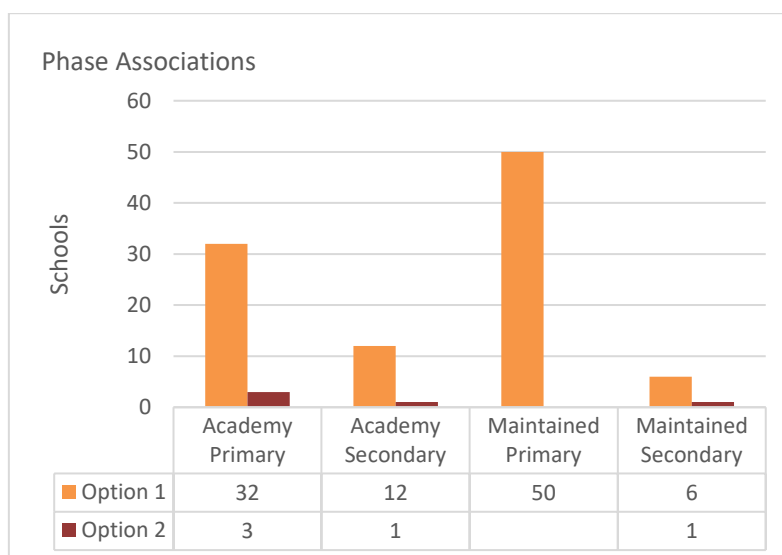
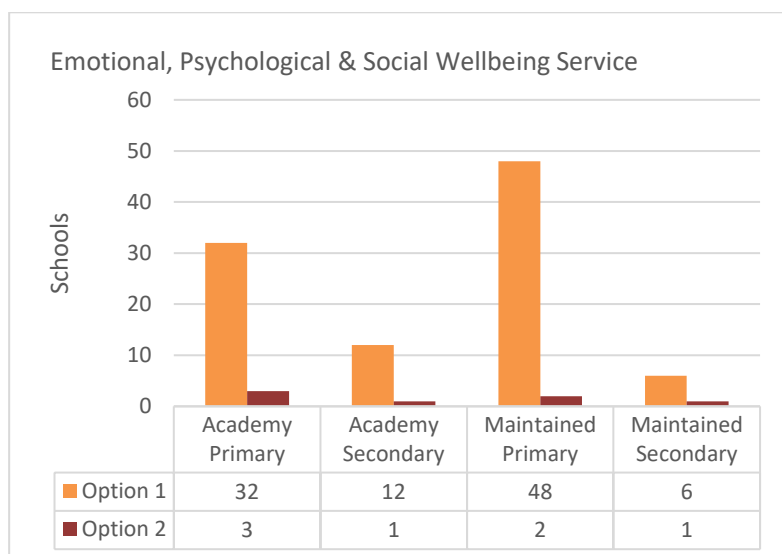


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DEF/19/10
DEVON EDUCATION FORUM
20 November 2019

APPENDIX E

HISTORIC COMMITMENTS



COMMENTS TO DELEGATED AND CENTRALLY RETAINED:

1. It is essential to maintain this raft of services for all Devon schools when they are needed. Whilst at present we do not access all of them other schools may need them and we do not know when we may need them in the future and we do not want them to disappear. It is extremely short sighted to let them cease now when we do not know what may happen at any time. They are an insurance policy for schools.
2. A single traded arm offer for all of DCC traded services
3. As a LA Maintained school, we are firmly committed to the benefits provided through centrally provide services.
4. Many of these services are ones which we as a school do not use, but I appreciate that is something that can change at any time. Equally there are schools who I am sure that these are vital services for and should be supported by all schools.
5. The school will be happy to take part in the survey due in December consulting about the value of services provided; which services (if any) are not needed; and what else could be included in a new contract (or amalgamated from existing). Likewise, recommissioning the LDP Babcock services.)
6. We strongly support the service admissions provide, which we consider to be excellent. We believe that the Phase association money should be paid via subs as we think it would make the phase association more responsive to the groups they represent.
7. We recognise the important contribution these services make and would find providing them difficult as a stand-alone purchaser.

SCHOOLS FINANCE GROUP on 11 September 2019 at Great Moor House

ISSUES FOR DEF ON 20 NOVEMBER 2019

Item 2	SEND Invest to Save Projects – allocation of identified underspend (re.DEF minute 107-iv) <ul style="list-style-type: none"> SFG endorsed the proposed allocations of funding to six successful projects following an evaluation process by an independent Panel of SEN Officers during the summer.
Item 3	High Needs Block <ul style="list-style-type: none"> SFG recommended a shift in terminology and language used to describe the current financial pressure within the High Needs Block as a fundamental shortfall in high needs funding, rather than a deficit or overspend. SFG recommended that Headteachers be asked to ensure that if requests for statutory SEN assessments submitted late in summer term are accompanied by an undertaking from the school for an appropriate member of staff to be available during the summer break to respond to consultation requests and enquiries from the 0-25 team.

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SCHOOLS FINANCE GROUP Notes of meeting on 11 September 2019 at Great Moor House				
		Attendance		
		11/9/19	17/7/19	5/6/19
DCC				
Adrian Fox (Chair)	Head Accountant (E&L)	✓	✓	✓
Dawn Stabb	Head of Education & Learning	✓	part	part
Julia Foster	Senior Manager SEND	✓	✓	✓
Ancilla McKenna	Senior Accountant (Schools)	✓	✓	✓
Heidi Watson-Jones	Service Support Officer (E&L)	✓	✓	✓
DAPH				
Jonathan Bishop	Cornerstone Academy	✓	Apologies	✓
Alun Dobson	Marwood Primary	✓	✓	✓
Jamie Stone	Denbury Primary	✓	✓	✓
Paul Walker	First Federation	✓	✓	✓
Penny Hammett	Fort Federation		✓	
DASH				
Daryll Chapman	Dartmoor MAT	✓	✓	✓
Lorraine Heath	Uffculme Academy Trust	✓	✓	✓
Matthew Shanks	Education South West	✓	✓	Apologies
Sammy Crook	Tiverton High School	✓	✓	
Andrew Davies	Exmouth Community College	✓		
Julie Phelan	Cullompton Community College			✓
SHAD				
Keith Bennett	Marland School	Apologies	✓	✓
Jacqui Warne	Learn to Live Federation		Apologies	✓
DAG				
Faith Butler	Special	✓	✓	✓
Malcolm Dobbins	Primary	Apologies	✓	✓
Alex Walmsley	Secondary	✓	✓	✓
EY Providers				
Lydia Wright	Early Years – PVI providers	✓	✓	✓
In Attendance				
Katrina Harverson	Senior Accountant (E&L)	✓		

1. Item/Focus: Minutes and Matters Arising from meeting on 17 July 2019	
Discussion:	
•	
Key Decision/Issues for DEF:	Minutes agreed as an accurate record.
Action:	•
2. Item/Focus: SEND Invest to Save Project bids	
Discussion:	
<ul style="list-style-type: none"> Julia Foster had led an evaluation Panel of SEN officers to consider bids submitted. SFG extended thanks to the team involved for this time-consuming task. The Panel had agreed evaluation and scoring criteria around the funding being used to promote system-wide SEN practice change, decreasing statutory assessment requests and 	

<p>reducing the number of children moving from mainstream schools, earlier intervention for SEN children and addressing SEMH and SLC needs.</p> <ul style="list-style-type: none"> • £156k available; six appropriate projects were identified and recommended for funding. • SFG agreed that the evaluation process was thorough and endorsed the recommendations. • Agreed that consolidating learning through project case studies would be important to ensure that a positive difference can be identified and disseminated more widely. Agreed that SEN officers should continue to be involved in the analysis of the changes. • SFG agreed that the SEND Improvement Board would oversee the project analysis and reporting. • 	
<p>Key Decision/Issues for DEF:</p>	<ul style="list-style-type: none"> • SFG endorsed allocation of bid funding to the projects identified, as recommended by SEND Panel • £154k allocated, with £2k remaining which the group agreed would be used to manage the analysis and monitoring process • SFG agreed that successful bids would be required to produce feedback through case studies to SEND Improvement Board.
<p>Action:</p>	<ul style="list-style-type: none"> • JF/HWJ to notify the bidders of the agreed outcomes. • SEND Improvement Board (JF) to monitor the case studies and practice change.

3. Item/Focus: High Needs Block Update

Discussion:

- Only 4 vacant maintained special school places currently available for the 2019/2020 academic year. Looking corporately and internally within SEN about possible strategies for increasing provision.
- Corporate capital bid for £15m has been accepted for consideration (first stage) to create 300 additional places in the expansion of Devon's special schools, as identified within the SEN strategic review. This includes increasing capacity in maintained specials schools, plus another special school through free school wave (if announced by DfE) or consideration for DCC funding for presumption. Each Devon special school site has already been visited to identify best use and possibilities for additional capacity.
- Headteacher Board meeting 15/9 to consider development of SEN satellite provision through ACE. *Date confirmed post SFG – was believed to be held on 11/9.*
- Need to manage demands for HNB alongside demands for children to be placed in a specialist provider; a noticeable increase in independent provision fees has been identified for the current academic year. Suggested that a DEF discussion on this situation may be helpful.
- SFG suggested that high profile /high cost cases continue to be monitored and notified to f40 as further evidence.
- Noted that additional funding has been committed nationally to more timely management of autism diagnosis through CCG.
- Noted increase in parental requests for placement in mainstream independent schools, with tribunal rulings usually in favour of the placement. Quality Assurance monitoring for all of these settings is in place through SEN team, alongside a contractual agreement with the LA.
- Noted requests have been received for Year 11 learners to move back to DCC mainstream secondaries for exams following a placement in an independent mainstream school.
- Noted significant increase in number of requests for EHCPs received by the SEN team in July, increasing anxiety for parents as we are not able to obtain information and putting significant pressure on LA corporate timeliness statistics as schools are unavailable during school holiday to provide further evidence. Heads suggested that requests submitted at this time should be accompanied by an undertaking from the school to respond during the summer. Raised parental expectations can be difficult for the team to manage, as new school placements can normally not be made until the 20-week assessment is completed and parents are anxious about September start dates. SFG suggested that issues are sometimes identified late in the summer term following secondary school transition taster days.
- Noted that recent Government announced SEN Review will maintain a focus on the parental involvement in co-production of statutory plans.
- Early Help and SEN survey extended, with 1000 responses already received. Heads were asked to ensure that all school staff and Governors are asked to complete, providing a baseline for

Agenda Item 9

<p>Written Statement of Action monitoring by Ofsted. The survey can be completed here. Online training to be issued shortly, which all school staff and Governors should be asked to complete when launched.</p> <ul style="list-style-type: none"> • Management Action continues to be a focus, with ongoing close working with Adult services for appropriate management of Plans post-18. • A fundamental shortfall in funding now exists between what the LA is statutorily required to provide for high needs learners, and the funding provided to the local authority. A change in terminology is needed to recognise that the HNB deficit cannot be curtailed through LA management action alone. DCC Members continue to lobby Government to highlight this issue and to request additional and appropriate funding levels for Devon children. Creation of 300 additional special school places will enable the LA to avoid the placement of learners in the costly independent sector. LA is clear that SEND provision to learners in Devon has not been reduced, in spite of increasing pressures. • Legal processes are also impacting on parental action and expectation of success in securing a specialist placement through the introduction of EHCPs. • Adrian Fox updated SFG on recent DfE announcement for school funding. Noted this did not include any detail around capital funding, which could better enable the LA to provide new special schools. • Schools funding settlement normally expected December. 	
Key Decision/Issues for DEF:	Report noted SFG agreed that terminology used would move from 'overspend' to 'shortfall in high needs funding' to more accurately reflect the current HNB situation.
Action:	<ul style="list-style-type: none"> • JF to look at which year groups children are moving to independent mainstream provision. • JF to look at learner profile for late summer statutory assessment requests received by the team, and whether these were school or parental requests. • Heads to be asked to ensure EHCP assessment requests submitted at the end of the summer term are accompanied by an undertaking from the school to respond to enquiries during the summer. • Heads requested to ask all school staff to complete the Early Help and SEN survey, as circulated recently by Dawn Stabb. • DS to reiterate messages about the implications of the SEND funding gap to all Devon headteachers to improve understanding of the situation.
4. Item/Focus: DSG Monitoring - Month 4	
<p>Discussion:</p> <ul style="list-style-type: none"> • Noted DSG overspend of £12.3m projected, after allowing for £3.5m from reserves. • Trades Union budget line was discussed; noted some confusion and backlog of timesheet processing for union representatives. AF Looking into processes to inform de-delegation proposals for 2020/21. • Noted AP overspend predominantly relates to education placements of medical students. • Considered the increase in funding required to appropriately keep SEN learners in mainstream, mainly due to the increase in the number of learners with EHCP and the allocation of Plus Packages. • Independent sector placements continue to increase during the autumn term. • Considered ESFA funding adjustment for import and export of placements in other LAs; ESFA data assumptions have been challenged by DCC Finance. • Discussed support centre provision. Noted Tavistock CAIRB gave LA formal notice of closure last year. New provision to be developed in Exmouth will focus on SEMH needs, the SEMH support model will be tested with a view to further roll out if appropriate, and dependent on capital funding being available. • Noted no further updates yet received from ESFA on HNB management strategies. 	
Key Decision/Issues for DEF:	<ul style="list-style-type: none"> • Report noted
Action:	<ul style="list-style-type: none"> • AF to provide information on allocation and cost of Plus Packages over last academic year.

5. Item/Focus: Split Site Funding	
Discussion: <ul style="list-style-type: none"> Interests declared by Paul Walker and Alex Walmsley who left the meeting for this item. DfE amendment was requested by a MAT re. local funding criteria for split site funding, which ESFA referred back to Schools Forum for decision. Local complexities at Sidmouth Primary, (currently operating across 3 sites with a total of 519 pupils), have resulted in a one-off split site funding request (£90k) for the coming financial year, while decisions around a reduction in PAN are being considered by DfE. The LA have considered that the current PAN is required to provide sufficient school places for local children. Data on key stage class sizes and staffing across sites has been carefully considered by LA finance officers and the Head of Education and Learning. SFG considered that as the school is part of a large MAT, support should therefore be available from across the wider trust and not specifically found within the single school's resources, especially if this is a short-term issue. SFG enquired whether the wider MAT had been approached for support. The three sites have created pressures through the necessity to duplicate key facilities/equipment at each site and costs relating to cleaning and caretaking, reception and mealtime staffing, KS1 teaching and leadership at each site. SFG noted the growth funding equivalent for a similar school is £49,450. There were concerns from Heads that if the request was to address an ongoing structural issue, this would indicate a need for a proposed change in local formula criteria, and that the MAT should be approached for a short-term arrangement. Dawn explained that the overall MAT surplus balance was not considered, however she felt that additional funding was required to facilitate the appropriate staffing and safeguarding of the children on roll. Comparison was drawn between the circumstances at Sidmouth Primary school and QE for whom an exceptional circumstance had previously been agreed which increased the split site funding significantly. (<i>sites significant distances apart, different key stages</i>) Following considerable discussion, SFG proposed that the request be rejected taking into consideration: <ul style="list-style-type: none"> the existence of a clear split-site funding criteria, the absence of short-term financial support from within the wider MAT, and the precedent that this would set for other Devon schools who struggle to make complex management decisions around class structures and restrictions of their school buildings. 	
Key Decision/ Issues for DEF:	<ul style="list-style-type: none"> SFG recommended to DEF that, with regret, the request for additional split-site funding be rejected
Action:	
6. Item/Focus: Mutual Fund Board and appeals	
Discussion: <ul style="list-style-type: none"> Stable surplus in the fund. 	
Key Decision/ Issues for DEF:	<ul style="list-style-type: none"> Report noted
Action:	
7. Item/Focus: Items for DEF finance update report	
Discussion: <ul style="list-style-type: none"> Update on HNB and DSG SEN Invest to save projects evaluated, with case work Funding Gap / funding shortfall terminology change EHCP Requests submitted late summer will require contact details for consultation with SEN team during the Summer. 	

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Key Decision/ Issues for DEF:	<ul style="list-style-type: none">• Report noted
Action:	

Next meeting:

Wednesday 6 November 2019 (9.15 – 2pm) – at Great Moor House – Room M8b

SCHOOLS FINANCE GROUP
on 6 November 2019 at Great Moor House

ISSUES FOR DEF ON 20 NOVEMBER 2019

Item 2	<p>Learner Services to Schools – Contract re-commissioning</p> <p>SFG members and SENtient Heads to be involved in development of questions for school survey to be issued later in the autumn term to gauge views around possible future models of delivery for the services currently available through the learner services to schools contract.</p>
Item 3	<p>High Needs Block</p> <p>SEN officers, Finance officers and Heads to consider a range of possible models to enable specialist provision to be supported through mainstream school settings with a view to further reducing the need for placements to be made in independent sector providers.</p>
Item 5	<p>Schools Funding Arrangements 2020-2021</p> <p>Subsequent to the outcome of the recent schools' funding consultation, SFG endorsed the recommendations around proposed arrangements for school funding for 2020-21 financial year. These recommendations will be set out in the Finance Report for DEF members to vote on as appropriate.</p>

SCHOOLS FINANCE GROUP
Notes of meeting
on 6 November 2019 at Great Moor House

		Attendance		
		6/11/19	11/9/19	17/7/19
DCC				
Adrian Fox (Chair)	Head Accountant (E&L)	✓	✓	✓
Dawn Stabb	Head of Education & Learning	✓	✓	part
Julia Foster	Senior Manager SEND	✓	✓	✓
Ancilla McKenna	Senior Accountant (Schools)	Apologies	✓	✓
Heidi Watson-Jones	Service Support Officer (E&L)	✓	✓	✓
DAPH				
Jonathan Bishop	Cornerstone Academy	Apologies	✓	Apologies
Alun Dobson	Marwood Primary	✓	✓	✓
Jamie Stone	Denbury Primary	✓	✓	✓
Paul Walker	First Federation	Apologies	✓	✓
Penny Hammett	Fort Federation			✓
Martyn Boxall	Exeter Children's Federation	✓		
DASH				
Daryll Chapman	Dartmoor MAT	✓	✓	✓
Lorraine Heath	Uffculme Academy	✓	✓	✓
Matthew Shanks	Education South West	✓	✓	✓
Sammy Crook	Tiverton High School	✓	✓	✓
Andrew Davies	Exmouth Community College	✓	✓	
SHAD				
Keith Bennett	Marland School	✓	Apologies	✓
Jacqui Warne	Learn to Live Federation	✓		Apologies
DAG				
Faith Butler	Special	Apologies	✓	✓
Malcolm Dobbins	Primary	✓	Apologies	✓
Alex Walmsley	Secondary	✓	✓	✓
EY Providers				
Lydia Wright	Early Years – PVI providers	Apologies	✓	✓
In Attendance				
Katrina Harverson	Senior Accountant (E&L)	✓		

1. Item/Focus: Minutes and Matters Arising from meeting on 11 September 2019

Discussion:

- **SEND Invest to Save** – all bidders now informed of decisions and initial payments released. Julia Foster to ensure that SEN team liaise with DAPH on data for project targeting, and subsequent monitoring. Update to SFG requested in the spring term.
- **High Needs Place Planning** – next report to include NCY breakdown. Noted 68% of summer EHCP requests were from KS1. Agreed that DAPH communication to schools would be helpful re. submitting EHCP requests late in school year and ensuring that June/July requests have a named school contact for enquiries during the summer break.
- Total 1125 responses had been received to SEND/Early Help baseline survey.
- **Plus Packages** – banding revised in 18/19. Data to be shared – noted significant change in picture during 19/20 financial year.
- SEN Funding Moderation Group have considered Plus Package criteria, which could be helpful in identify support for Health needs, and cases which could be transferred to the banded funding model. Noted that new Plus Packages are becoming more consistent than historic

<p>agreements had been. SEN team to look at incoming requests for Plus Packages with requests above £12k to be considered at SEN funding moderation group.</p> <ul style="list-style-type: none"> DS explained review of joint funding contributions from Health. 	
Key Decision/Issues for DEF:	Minutes agreed as an accurate record.
Action:	<p>DA PH communication to schools re.</p> <ul style="list-style-type: none"> submitting EHCP requests late in school year, and ensuring that late requests have a summer holiday contact for enquiries during the summer break.
2. Item/Focus: Learner Services to Schools Contract re-commissioning	
<p>Discussion:</p> <ul style="list-style-type: none"> Updates provided at Schools Funding Consultation events and DAG conference. Paul Walker and Faith Butler attending Commissioning Project Board representing schools. Procurement and Legal attending a concurrent technical project group looking at models for marketing and procurement process. A third, corporate group to consider consistency of approach towards the future outcomes for the current Joint Venture. 66 services to schools currently included within the contract. DS to provide clarity around the services that schools are statutorily responsible for to highlight the implications to school leaders. It was felt that data on current levels of school buy-back would also be informative for heads. Survey to all schools to be circulated beginning of December. Considered potential difference in views between maintained schools and MATs, and that schools may wish to consider possibilities around en bloc arrangements for service contracting. Suggested that MATs and maintained schools be asked for their thoughts on a collaboration which might mirror the current de-delegation arrangement for maintained schools. Mindful of risk associated with de-delegated services, funding for which is currently voted and agreed on an annual basis. Suggested that schools be asked to consider bidding into these services which could in future be commissioned on a longer-term basis, the funding for which would be retained in schools and not de-delegated. This could give schools the option to separately commission these services, possibly through the emerging Schools Leadership Services CIO. Draft questions to be shared with SFG. Input from SFG members requested on further questions. Heads requested that questions should be framed in such a way that a clear steer for an onward direction is provided. SFG agreed that schools be asked to indicate their interest in participating in a Schools Focus Group. Parameters and Scope to be provided. DS to meet with SENTient Heads to consider the implications for special schools and obtain their views on a way forward. 	
Key Decision/Issues for DEF:	<ul style="list-style-type: none">
Action:	<ul style="list-style-type: none"> SFG members to provide feedback on draft questions to be included in the schools survey. DS to provide clarity around the services that schools will be statutorily responsible for and data on current uptake. DS to meet with SENTient Heads to consider implications and views from special schools
3. Item/Focus: High Needs Block Update	
<p>Discussion:</p> <ul style="list-style-type: none"> Placements in independent sector continue to increase. Academic Year began with only 4 vacant places in Devon's special schools - only recourse for LA to place children in specialist provision is through the independent sector. Noted there were 26 ISP leavers at end of Summer term, and 105 starters in September 2019, due largely to the extension of the SEN age range to 25. 	

- LA needs to work more closely with mainstream schools to consider alternative interim provision until special school places become available. This can be hampered by parent/school relationship breakdown and strong parental preferences based on shared experiences from peers and social media. Mindful of legal drive encouraging parents to apply for EHCPs or appeal decisions to not assess.
- SFG endorsed their commitment to maintained schools retaining children with identified specialist need, but was clear that additional funding would be required to achieve this.
- Noted trial in another LA paying the equivalent of a maintained special school top up to mainstream schools to retain children in mainstream. SFG shared concerns around the limited availability of suitably experienced and qualified staff at short notice and for short term contracts. Discussed whether this could be addressed through outreach arrangements from special schools. Noted that other LAs fund special school outreach support to mainstream schools from statutory school improvement budget. Teaching School Alliances could be well placed to provide support.
- Julia Foster asked DASH and DASH to look collectively at how they can work more closely with the LA to provide education for children who are identified as needing specialist provision.
- Some heads concerned that there is limited knowledge of availability of external provision which can be accessed to help deliver plus packages. Key roles are particularly needed around play therapy, speech and language, CAMHS/mental health support. Need to support increasingly violent children in smaller group sizes who have family backgrounds of complex difficulties and multi-agency involvement.
- Suggested whether a model based on the 'Nursery Plus' provision could be developed for SEN with dedicated staff available to provide support in the classroom.
- Noted a funding 'tipping point' for schools becoming unable to adequately meet need and keep children safe.
- £15m has been approved by Capital Group to fund additional special school places; awaiting ratification of council budget in February 2020, in the meantime initial planning is underway. Simon Niles working with SEN team on plans for individual special schools.
- New officer (Helen Molteno) appointed to look at models to improve integration of services to improve the SEN experience for families and schools. Will be approaching school leaders to discuss issues and it would be helpful to highlight some of these suggested approaches.
- Noted proposal to ask health-related questions at admission to determine whether a child is school-ready; this could then trigger health visitor intervention.
- SFG requested analysis of children in care to other LAs with significant specialist needs.
- Considered whether it would be helpful for schools to make direct representation to DfE regarding SENDIST decisions to place children in independent schools.
- Discussed possible collaborations across mainstream and special schools to provide support for highly complex children. Mindful of difficulties in bringing together children with a mix of needs.
- SFG agreed that Management Actions identified for the current financial year will no longer be monitored as it has been demonstrated that additional savings cannot be found. A review of opportunities for block contracting will be explored during the next financial year.

Key Decision/ Issues for DEF:	Report noted
Action:	<ul style="list-style-type: none"> • Analysis of number of children in care to other LAs with significant specialist need. KC • Options for suggested models for providing more specialised support through mainstream schools will be considered for further development and funding solutions. DS/JF/AF/KC

4. Item/Focus: DSG Monitoring – month 6

Discussion:

- Movement from month 4 saw rises of £2.4m due to an increase of 33 sole funded placements.
- In addition, due to the latest consultation from the DfE to prevent local authorities from transferring general resources to offset the DSG deficits from the end of financial year 2019-20 the reserve has been removed to accurately reflect the funding shortfall of High Needs.
- £18.7m funding gap across DSG.
- The variance at Month 6 is favourable at £153,000. This is due to changes in approach to forecasting element 3 funding offset by personalised budgets (net saving £501,000) and

<p>Independent Special Schools net savings from a reduction of 16 placements of £395,000. Additional costs in Maintained Special Schools of £121,000 and removal of management actions within £613,000.</p> <ul style="list-style-type: none"> • ESFA have advised that the Teachers' Pay Grant is for 20/21 only and that this pay award is included in the additional amounts published of £4.8bn and £7.1bn for 21/22 and 22/23 respectively. • SFG thanked the Finance and SEN teams for their detailed monitoring of the HNB, and recognised that there is not sufficient funding in the system to enable the LA to fulfil its legal obligations in SEN. 	
Key Decision/Issues for DEF:	<ul style="list-style-type: none"> • Report noted
Action:	<ul style="list-style-type: none"> •
5. Item/Focus: School Funding Consultation Outcome	
<p>Discussion:</p> <ul style="list-style-type: none"> • 105 responses had been received to school funding consultation. • Teachers pay grant is separate for 2020/2021, but will be included within the funding already announced for the following 2 financial years. • Removal of Reception Uplift – 93% of responses agreed • Primary Lump Sum – 98% agreed to increase to £110k. • Minimum Funding Guarantee – had suggested between 0.5 and 1.84% increase to move to NFF levels - 97 schools agreed with proposal. • Increase in funding factor values to move towards NFF levels – 95% of responses agreed • Surplus Funding to AWP – all but one school agreed. • Movement between Blocks – noted comments and views received. SFG members disappointed at the level of response and felt this should be picked up in DASH and DAPH. Discussed how information could have been presented differently to enable school heads to better understand the funding situation. • Expecting that the question will need to be formally asked of DEF to inform any DSG recovery plan to the DfE. • Requested that school budget comparator demonstrates the impact on individual school budgets should a 0.5% transfer from the Schools Block to HNB be agreed. • Discussed how a Nursery Plus SEN model could be funded and implemented through a funding block transfer. • Additional £5.6m will be coming into Devon. This is a disappointing outcome, due mainly to the reduction in number of Free School Meals, protection in historic arrangements, and extremely low numbers of pupils living in IDACI band A areas. • Considered the impact of the secondary mobility factor, which has increased funding for some schools. This will become a statutory factor within NFF. <p>Delegation and De-Delegation</p> <ul style="list-style-type: none"> • Noted that schools were overwhelmingly in favour of retaining all areas. • Centrally Held Funding - Noted schools were in agreement to continue with the centrally held funding and recommendations on historic commitments. • Historic Commitments – noted 20% reduction in historic commitments funding. A disapplication request will be allowed, based on requirement to continue to fund ongoing contracts already in place. • Disapplication for Joint Use – to be requested to correct baselines through technical adjustments to exclude one-off expenditure and adjust prior year adjustments. This will ensure per pupil funding adjusted accordingly. 	
Key Decision/Issues for DEF:	<p>a) SFG endorsed the following proposals for DEF consideration:</p> <ul style="list-style-type: none"> • Remove the reception uplift in line with the NFF factors • Increase the primary lump sum to £110k • Set the MFG at plus 0.5% rising to plus 1.84% depending on affordability • Set all NFF factors at the new rates prescribed in the October 19 operational guidance. • Increase AWP for all pupils if funding permits. <p>b) DEF asked to note the views expressed by schools regarding transfer of 0.5%</p>

	<p>to High Needs Block. AF to add additional detail on numbers of responses for DEF report.</p> <p>c) DEF maintained schools' representatives to decide, phase by phase, the delegation or de-delegation of the services as outlined in the report.</p> <p>d) DEF consider:</p> <ul style="list-style-type: none"> To continue to give £60k for the Emotional, Psychological and Social Wellbeing Service, co-produced by Public Health Devon and schools To retain the funding centrally at the same level as 2019/20 for Phase Associations To retain the funding centrally at the same level as 2019/20 for Schools Admissions Service.
Action:	
6. Item/Focus: Mutual Fund Board and appeals	
<p>Discussion:</p> <ul style="list-style-type: none"> Currently £300k surplus. Reserves reducing slightly but are being closely monitored and are in line with anticipated payments. Following up with academies to confirm data on staffing FTE numbers to ensure correct premium is charged. 	
Key Decision/Issues for DEF:	<ul style="list-style-type: none"> Report noted
Action:	
7. Item/Focus: AOB	
<p>CFR data</p> <ul style="list-style-type: none"> Noted 2018/19 CFR data has now published around schools surplus and deficit balances. Noted online tools available to schools, and schools financial value statements. <p>Supplementary fund for Teachers Pension Grant</p> <ul style="list-style-type: none"> We are accompanying this grant with a supplementary fund. Schools will be able to apply to the fund if their grant allocation falls short of their actual pension cost increase between September 2019 and March 2020 by more than 0.05% of their overall budget for this period, and they will be reimbursed for costs above that threshold. This additional fund is in recognition of the substantial cost increase caused by the changes to the TPS employer contribution rate. We will provide guidance on how the fund will operate. 	
Key Decision/Issues for DEF:	
Action:	

7. Item/Focus: Items for Finance Report for DEF on 20 November	
<p>Discussion:</p> <ul style="list-style-type: none"> Consultation responses and SFG-endorsed recommendations to DEF SEN Capital bid Options for Specialist Intervention and support through mainstream settings regarding Invest to Save projects, Special School, Outreach options, Nursery Plus 	
Key Decision/Issues for DEF:	<ul style="list-style-type: none"> Report noted
Action:	

Next meetings:

Wednesday 8 January 2020 (9.15 – 12.45pm) – at Great Moor House – Room M8b

Wednesday 4 March 2020 (9.15 – 12.45pm) – at Larkbeare House – Exe Room

SCHOOLS ORGANISATION, CAPITAL AND ADMISSIONS GROUP

Notes of meeting on 24 September 2019 at Larkbeare

Items for DEF on 20 November 2019

Item 2-6	Admissions	<ul style="list-style-type: none"> Updates to be circulated to Headteachers highlighting key admissions issues around PAN, schools sharing pupil information prior to admitting a child and protocol around staggered entry at Reception. 		
Item 9	School Organisation - Designated Area Protocol	<ul style="list-style-type: none"> SOCA recommended that DEF approve the revised Designated Area Protocol. 		
		Attendance		
		24/9/19	11/6/19	26/2/19
DCC				
Neil Pateman (Chair)	Built Environments Capital Programme Manager	✓	✓	✓
Andrew Brent	Policy Officer	✓	✓	✓
Fran Butler	EY Childcare Sufficiency Lead	✓	✓	✓
Christine McNeil	School Organisation Policy Manager	Apologies	Apologies	Apologies
Heidi Watson-Jones	Service Support Officer (Education)	✓	✓	✓
DAPH				
Hilary Priest	The Grove Primary	✓	✓	✓
Colin Butler	Otter Valley Federation	✓	✓	✓
Penny Hammett	Fort Federation	✓	✓	✓
Mel Smallwood	Bishops Tawton Primary		✓	✓
DASH				
Daryll Chapman	Dartmoor MAT	✓	✓	Apologies
Rob Haring	Ivybridge Community College	Apologies	✓	Apologies
SENTient Heads				
Sam Barham	Lampard Community School	Apologies	✓	✓
Cherie White	Pathfield School		✓	
DAG				
Ian Rogers	DAG	✓	✓	Apologies
Diocesan Representatives				
tbc	Plymouth CAST	-	-	-
Christina Mabin	Exeter Anglican Diocese (Admissions)	✓	✓	✓
Richard Power	Exeter Anglican Diocese (Capital)		✓	-
Union Representatives				
Nigel Williams	Corporate Forum (Education) NASUWT	✓	✓	✓
In Attendance				
Simon Niles	Education Strategy Manager	✓		
Neil Keen	Admissions officer	✓		

1. Item/Focus: Minutes and Matters Arising from meeting on 11 June 2019	
Discussion: <ul style="list-style-type: none"> Working Group to review criteria for allocation of capital maintenance funding to schools – in hand NP Update report on Healthy Pupils Capital Fund to next meeting (HWJ to agenda / Rachel Humphries) Update on admissions / exclusions / AP and EHE / to next meeting (S Niles / Marc Kastner) 	
Key Decision/Issues for DEF:	<ul style="list-style-type: none"> Minutes of previous meeting agreed as an accurate record.
Action:	
2. Item/Focus: Composite Prospectus – September 2019	
Discussion: <ul style="list-style-type: none"> Statutory requirement For LA to compile. Step by Step guide to school admissions processes and school information available online. All schools to provide information by 8 August annually, but ongoing requirement for schools to keep information up to date. PANs must be reviewed regularly to ensure that they are both deliverable and meeting the needs of the local community, providing adequate school places and using available resources appropriately. Academies to note that a change of PAN will not automatically change capacity, which ensures that spaces are still available to the local authority where a PAN is reduced. Any capital work to increase capacity will also need to be highlighted to LA, and the Regional Schools Commissioner in line with the funding agreement. Requested that a reminder be circulated to schools about the additional intake of up to 3% of PAN which might be implemented through Fair Access Protocol. 	
Key Decision/Issues for DEF:	
Action:	AB to draft clear guidance on legal practice for in year and fair access for HT Associations to distribute to their members and the 3% of PAN increase.
3. Item/Focus: Admission Round 2019	
Discussion: <ul style="list-style-type: none"> Data was shared on the percentage of children being offered their first preference schools: 93.8% for 2019 secondary admissions, and 96.7% in primary admissions. Noted efforts of admissions team to engage families who have been difficult to reach and who traditionally do not submit admissions applications within timeframes. Considered vacant places – ideally around 5% in urban areas, and 10% vacant places in rural areas. Noted that new schools in areas of housing development will hold higher surplus of vacant places as the local community grows. Considered particular pressure of secondary places available in Exeter due to demographic growth. Noted feedback from Appeals Panel that some secondary schools seem to be reducing PAN to allow for in year admissions through Fair Access Protocol, rather than for educational reasons. The Local Authority will closely scrutinise any request to reduce PAN, and may challenge if there is not a clear educational attainment rationale schools to be clear on any differences in year group organisation. DASH requested that the LA follow up issues arising directly with the schools concerned. 	
Key Decision/Issues for DEF:	Report noted
Action:	

4. Item/Focus: Admission Arrangements & Information Sharing	
<p>Discussion:</p> <ul style="list-style-type: none"> AB reminded the group that sharing of information prior to a school making a decision to admit a child may be unlawful. A parent may make a complaint that information is shared without permission, or that it may have led to a refusal to admit. Where a vacancy is available, there are a very limited number of circumstances where a school may refuse to admit. Academies are reminded that their funding agreement includes an expectation that the Admissions Code will be adhered to. Concerns had previously been raised by Heads that relevant information is not routinely shared on a pupil by pupil basis prior to admission, which can leave the receiving school unprepared to meet additional needs which are later identified. This can be particularly challenging in secondary schools. Heads felt that this can be to the detriment to the child's progress. Advice is that information should be shared with a new school after the decision whether a place is available but before a child starts. Requested an update on this issue is circulated to all schools through DAPH and DASH. DASH requested that Inclusion report to next meeting includes data on incoming pupil numbers at different year groups. Suggested an Admissions input into November DAPH /DASH briefing would be helpful, along with more targeted information to schools that may not regularly attend. 	
Key Decision/ Issues for DEF:	Report noted
Action:	<p>AB to draft update to circulate to schools through DAPH & DASH on protocol for information sharing prior to admitting a child to school. (see above)</p> <p>N Keen to include admissions trends are explored within Inclusion report at next meeting.</p>
5. Item/Focus: Proposed Admission Arrangements 2021-22	
<p>Discussion:</p> <ul style="list-style-type: none"> Proposed determined admission arrangement documents now on Sharepoint site for all schools to review: http://devon.cc/schoolpolicy All Schools to be invited to be included in the LA consultation, from 1 November – 3 January. Own Admissions Authorities must have consulted and formally determined by 29 February 2020, and on website by 15 March 2020. A formal minute of agreement is required and may be viewed if there is a complaint or formal objection against the arrangements. Noted arrangements for schools with nurseries and expectation that capacity should be allowed for applications from children living out of area and with no siblings already at the school. Transport policy will be included in November consultation. PAN must be deliverable by the school and meet the needs of the local community. Any changes of PAN will be scrutinised by Strategic Planning Lead Noted suggested changes around Faith school criteria: – Proposed Admission Arrangements must be submitted to Diocese by 1 October 2019. Governing Boards and MAT Boards to share full admission arrangement documentation with Diocese, once agreed. Both the proposed and previously agreed admissions arrangements must be kept on the school website. Parish maps should be made available to parents where parish boundaries form part of the faith criteria. Noted that Faith based criteria have been reviewed and re-drafted for schools' consideration; particularly where existing faith criteria may disadvantage other local children or families moving into the area. Faith Schools are asked to consider these reviewed. Any queries about faith-based criteria should be directed to Christina Mabin (christina.mabin@exeter.anglican.org) at the Diocese, and not the Admissions Team. 	
Key Decision/ Issues for DEF:	Update noted
Action:	

6. Item/Focus: LA Annual Report 2019	
Discussion: <ul style="list-style-type: none"> • Template to be issued in New Year. • Any concerns or issues for inclusion in next year's report to be sent to Andrew.brent@devon.gov.uk 	
Key Decision/Issues for DEF:	<ul style="list-style-type: none"> • Update noted
Action:	
7. Item/Focus: Delayed Admission to Reception	
Discussion: <ul style="list-style-type: none"> • Parents of summer born children may request delayed admission; the School must consider their request and make a decision. • Noted that primary heads felt that they generally know little about the incoming child and are unable to adequately evidence that the child's experience will be detrimental with a delayed start and subsequently are not be able to reasonably refuse a request. Some families are becoming better prepared to make a case for and insisting on a delayed admission. • Suggested that parents should be asked to bring the child into school to meet with the head and enable a more informed decision to be made by the school. • Noted the difficulties in maintaining children out of their chronological age group, particularly when a child reaches transition at year 6/7. • There were particular concerns for funding of post-16 provision, potential for a child to avoid sitting SATs at year 6 or taking GCSEs at Year 11. Delayed admission might mean that a place may no longer be available in the preferred school the following year. Some issues around mixed age groups for participation in contact sports. • Understand that DfE is drafting guidance which clearly outlines for parents the longer-term implications for children and unforeseen consequences of delayed entry to school. • Heads requested that a briefing note be circulated to Devon primary schools to highlight the implications and unforeseen consequences and to prepare Heads for conversations with parents requesting delayed entry. • LA steer is that schools agree requests where parents have engaged with the school and been able to make an informed decision, taking the school's provision into account. • Noted that parental requests for delayed admission are often supported by Early Years settings based on an assumption that the child is not ready for the school journey. 	
Key Decision/Issues for DEF:	SOCA recommended that Devon Primary Schools be reminded of the DCC guidance on delayed admission at Reception.
Action:	<ul style="list-style-type: none"> • SOCA members to review the DCC guidance on the topic at: https://www.devon.gov.uk/educationandfamilies/school-information/apply-for-a-school-place/apply-for-a-primary-school-place/delayed-admission-to-reception-for-summer-born-children • AB to draft briefing note to Headteachers to highlight longer-term implications and unforeseen consequences of delayed school entry. • AB/C Mabin to discuss with DfE implications of non-educational issues be included in guidance to parents when published.
8. Item/Focus: Admissions Portal for Schools (Neil Keen)	
Discussion: <ul style="list-style-type: none"> • School Admissions Portal (Provider Portal) has been used by Early Years for some time. • Go Live was 1 September 2019; schools have been informed of guidance and log-in details. • Provides more efficient and auditable data on admissions applications which can be interrogated by schools. DCC working with Capita to develop reports which will download directly to SIMS. • Primary Schools will be able see which children have applied for secondary places, and work 	

<p>more closely with families who have not submitted applications in good time. Considered number of appeals which may be avoided due to late submission of applications. Looking at use of social media to try to avoid these situations.</p> <ul style="list-style-type: none"> • Technical support is through ScoMIS, not Admissions team. • Queries about functionality of the system can be directed to neil.keen@devon.gov.uk • Noted some ongoing issues around quality assuring the allocation process and enabling admissions team to verify school allocation of places prior to online updates being refreshed. • Primary heads looking forward to accessing live Reception application data. 	
Key Decision/Issues for DEF:	Report noted
Action:	
9. Item/Focus: School Organisation Update (Simon Niles)	
<p>Discussion:</p> <ul style="list-style-type: none"> • SN reiterated that the Designated Area Protocol generally calls for no changes unless there are particular concerns around enabling children to attend their local school. • Increasing concerns that capital investment is not possible at a number of sites, particularly at secondary level. This leaves the LA in difficult position where local children can be refused places at the local school and places must be secured at alternative schools which has knock on consequences for transport provision. In general, students living furthest from a school will be refused if there is a shortfall of places • Designated Area Protocol document has been updated. • Noted implications for Transport arrangements linked to designated areas. Academies are able to set their own catchment areas, which can overlap with those of maintained schools; Devon schools generally are working collaboratively to agree catchment areas. • Strategic Planning/Admissions team will approach affected schools as concerns become apparent through the admissions round. • Thanks to SFG colleagues for their work in the recent review of the growth fund criteria. • Ted Wragg MAT working closely with LA to look at a new Free School, particularly around additional primary provision in Cranbrook area. • LA has engaged with one MAT to look at small schools and demographics, based on NHS data • SOCA requested an update report on the demographic trends. • ACE Tiverton special free school opened on 9 September 2019, with good feedback so far. Glendinning Special school build now underway, and committed to open next September, probably with temporary accommodation. Both schools designated to support children with Autism. • Proposals to create an additional 30special school places are being developed, including plans for a new SEMH school. Mindful of renewed national interest in High Needs with additional revenue and capital funding expected. No capital funding has been secured as yet, in fact SEN capital funding (19/20) has not yet been released. • Noted updates on new school builds, relocations and re-designations. • Noted ongoing complexities around Community Infrastructure Levy and s106 arrangements. • Meeting on 23/9 with Office Schools Adjudicator. LA has recommended that OSA rejects Sidmouth primary school's request to reduce PAN. 	
Key Decision/Issues for DEF:	<ul style="list-style-type: none"> • Report noted • SOCA recommended that DEF approve the updated Designated Area Protocol.
Action:	SN/N Keen to circulate updated demographic data to SOCA
10. Item/Focus: Early Years Update	
<p>Discussion:</p> <ul style="list-style-type: none"> • Annual Childcare Sufficiency Report approved by Cabinet on 11/9. Specific pressure points have been identified. • Provider self-update to be launched through the EY Provider Portal to enable providers to 	

<p>update information on age range, capacity etc. Launch has been delayed but expected in new year.</p> <ul style="list-style-type: none"> • Early Years team happy to provide information and data if requested. • Disappointing that some schools continue to insist that Reception starters have a staggered entry. This is creating significant difficulties for families arranging childcare, particularly when young children are increasingly spending longer days at nursery. • Noted school proposing age range change from 3-11 to 4-11. Implications are that a qualified teacher is not required on site with a governor-run pre-school. • Noted number of small schools with surplus capacity extending age range to 2-11. • EY Infrastructure plan being drafted to sit alongside Education Infrastructure Plan. To be provided to SOCA for comment in due course. • Noted opening and closing of provision. • Capital applications for additional capacity for 3 and 4-year olds have been unsuccessful at Bearnas (Newton Abbot) and Littleham (Exmouth). 	
Key Decision/ Issues for DEF:	Report noted
Action:	
11. Item/Focus: NPS Update	
<p>Discussion:</p> <ul style="list-style-type: none"> • Property Review Group considering options for NPS contract. Awaiting outcome report of working group. • NP to request some information on the procurement process. • Noted that schools will be engaged in the discussions around the contract retendering for Learner Support Services to Schools (currently Babcock LDP). DAPH/DASH asked whether school engagement will be sought in the NPS contract renewal/re-tendering as school community is a significant end-user with valuable input to contribute. • Heads suggested that it would helpful for schools to be formally asked to provide feedback on the quality of services received through NPS. • Devon Maintenance Partnership – Reviewing subscription rates and level of services offered; proposing that subscriptions are maintained a current level. Noted that schools seem to be under-utilising the available professional advice services. 	
Key Decision/ Issues for DEF:	Report noted
Action:	NP to provide feedback to SOCA on the progress and timeline of the re-procurement or renewal of the contract currently held by NPS.
12. Item/Focus: Capital Programme Update	
<p>Discussion:</p> <ul style="list-style-type: none"> • Summer Maintenance Programme has been broadly successful, with some outstanding issues including basic needs schemes at Tiverton and Honiton. • Ongoing maintenance works due to be completed during autumn and winter as agreed with individual schools. • Awaiting further information on Priority Schools Building Programme. 	
Key Decision/ Issues for DEF:	Report noted
Action:	NP to share proposed 2020/21 maintenance programme at January SOCA.
13. Item/Focus: Next meetings	
<p>Discussion:</p> <ul style="list-style-type: none"> • Agreed future meetings will be scheduled from 9.30am – 12noon • Next meeting to be rescheduled to December to avoid first day back from Christmas school 	

break.	
Key Decision/ Issues for DEF:	Report noted
Action:	HWJ to circulate new date for next meeting.
NEXT MEETINGS	
<p>Tuesday 3 December 2019 9.30am (venue tbc) Tuesday 3 March 2020 9.30am at Larkbeare (Exe Room) Tuesday 9 June 2020 9.30 am at Larkbeare (Exe Room) Tuesday 22 September 2020 9.30am – venue tbc Tuesday 5 January 2021 9.30am at Larkbeare (Exe Room) – suggested reschedule to Tues 1 Dec 2020 Tuesday 2 March 2021 9.30am – venue tbc</p>	

