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To: The Chair and Members  
of the Cabinet

County Hall  
Topsham Road  
Exeter  
Devon  
EX2 4QD

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Date: 2 February 2023

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### **CABINET**

Friday, 10th February, 2023

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

Jan Spicer  
Interim Chief Executive

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

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

1 Apologies for Absence

2 Minutes

Minutes of the meeting held on 11 January 2023 (previously circulated).

3 Items Requiring Urgent Attention

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

4 Announcements

5 Petitions

6 Question(s) from Members of the Council

### **FRAMEWORK DECISION**

7 Revenue Budget, Medium Term Financial Strategy 2023/2024 - 2026/2027 and the Capital Programme for 2023/2024 - 2027/2028

Report of the Director of Finance and Public Value (DF/23/18) on the Council's Budget and Service Budgets for 2023/2024, will follow.

Cabinet is also asked to note the role of the Corporate Infrastructure and Regulatory Services Scrutiny Committee on 30<sup>th</sup> January 2023 (Minute \*93) in reviewing and endorsing the Report of the Director of Finance and Public Value (DF/23/06) on the Treasury Management and Investment Strategy for 2023/24 and commending it to the Cabinet.

The Cabinet will accordingly also consider:

- a Outcomes of the Budget Consultation Meetings with representatives of the Devon Business Community, the Voluntary Sector and Trade Unions (DLS/23/2), attached (Pages 1 - 4)
- b Overview and Scrutiny Budget Recommendations (DLS/23/3), attached. (Pages 5 - 8)
- c Minute 79 of the Devon Education (Schools) Forum, held on 18 January 2023 (Pages 9 - 18)

Minute 79 relates to the budget and the recommendation to Cabinet outlined in the minutes is in relation to the 2023-24 Schools Funding Arrangements - Transfer to the High Needs Block, as below.

*'that the transfer of 0.5% between blocks for 2023-24 through a one-off transfer of the growth fund surplus be supported (following its reconsideration as requested by the DfE).'*

*Electoral Divisions(s): All Divisions*



## **KEY DECISIONS**

- 8 Admission Arrangements: Approval to admission arrangements for subsequent academic year (Pages 19 - 130)

Report of the Schools Planning, Pupil Placement and Commissioning Manager, Education and Learning Service (EL/23/03) which asks the Cabinet to note that the admission arrangements were proposed and consulted on for the Local Authority and to approve the recommendations outlined in Section 3 of the Report, attached.

The proposed amendments to each policy are outlined in the Appendices to the Report and the separately attached Appendix shows the proposed catchment area amendments for Community and Voluntary Controlled Schools.

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

*Electoral Divisions(s): All Divisions*

## **OTHER MATTERS**

- 9 Establishment of an Equality Commission (Pages 131 - 144)

Report of the Director of Legal and Democratic Services on the establishment of an Equality Commission, attached.

*Electoral Divisions(s): All Divisions*

## **STANDING ITEMS**

- 10 Question(s) from Members of the Public

- 11 Minutes

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

[NB: Minutes of [County Council Committees](#) are published on the Council's Website:

- a Farms Estate (Interviewing) Committee - 9 January 2023 (Pages 145 - 146)
- b Devon Education Forum - 18 January 2023  
(except minute 79 which was dealt with earlier in the agenda)

12 Delegated Action/Urgent Matters

The Register of Decisions taken by Members under the urgency provisions or delegated powers is available on the website in line with the Council's Constitution and Regulation 13 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. The decisions taken and associated information can be found [here](#).

13 Forward Plan (Pages 147 - 158)

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

The [Forward Plan is available on the Council's website](#).

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

NIL

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## **COUNTY COUNCIL BUDGET CONSULTATION 2023/24 WITH DEVON'S REPRESENTATIVES OF THE VOLUNTARY SECTOR, TRADE UNIONS AND BUSINESS COMMUNITY**

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

### **2.0 Introduction**

2.1 The Leader of the Council, Group Leaders and other Members and officers met with the representatives of the Business Community, the Voluntary Sector, and Trade Unions. This was to discuss the County Council's budget for 2023/24 in line with statutory requirements and previous good practice.

### **3.0 Budget Consultation with Devon Districts**

3.1 The Leader of the Council attended six meetings during December 2022, and one in February 2023 as part of the budget consultation process. The meetings were attended by a total of approximately 70 local representatives.

3.2 At each meeting the Leader gave a short presentation of key issues affecting the Council before inviting open questions. The presentation set out the Council's Strategic Plan 2021-25, highlighted six key priorities, and also outlined changes to government funding received, changes in the Authority's savings, and other key metrics that are covered in more detail below.

3.3 Of the issues that arose at the meetings, some received particular attention, such as:

- Planning and District co-operation;
- On-street parking provision;
- Council Tax and Business Rates;
- The Mayoral system; and
- Snow Wardens

### **4.0 Budget Presentation**

4.1 A representative from the office of the Director of Finance gave a presentation on the 2023/2024 budget at each of the three consultative meetings.

4.2 The presentation first highlighted that, since 2013/14, funding given to Devon County Council through the Revenue Support Grant had fallen from £135 million in 2013/14 to around £500,000 in 2019/20, staying at that level since in real-terms, only increasing in line with inflation. The presentation also outlined the Council's savings since 2011 and the

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significant amount of savings and income initiatives that the Council has had to deliver. For the 2023/24 budget, the savings required were shown to be significant. It was explained that this was in response to a growing gap between the amount of funding received by the Authority and the cost of meeting its statutory responsibilities. It was clarified to consultees that the Authority had to maintain a balanced budget, necessitating these savings, and that maintaining this balanced budget was proving more difficult in recent years in the face of reduced Revenue Support Grant funding and austerity.

- 4.3 Additionally the Full Time Equivalent (FTE) staff employed by Devon County Council was presented on; this had dropped from just over 6,500 in 2010/11 to under 4,000 at its lowest point from 2016/17 to 2018/19. From 2018/19 to 2022/23 this had increased back up, driven by service delivery changes such as in-sourcing public health nursing and other services. The amount of FTE staff employed by Devon County Council was anticipated to decrease in the 2023/24 budget.
- 4.4 The presentation outlined the reserves and balanced held by the County Council. The County Fund balance, representing money held by the Authority for emergency situations, was estimated to sit at £15,825,000 as at 31<sup>st</sup> March 2023, equivalent to approximately four days of Council expenditure. Also outlined were the Statutory Earmarked Reserves and General Earmarked Reserves, which there was predicted to be an in-year need to draw on. Also highlighted was the Dedicated Schools Grant (DSG) Special Educational Needs and Disabilities (SEND) deficit (an overspend against the funds allocated by Government) which had been ringfenced and was forecast at £127.1 millions by 31 March 2023. Discussions with the Department for Education to support with this were ongoing but were not finalised. Consultees were also advised on the Council's earmarked revenue reserves which were put into the national context via comparison with other Local Authorities. In comparison to other County Council earmarked reserves, Devon remained as expected and in the middle.
- 4.5 Highlights from the Provisional Settlement included the extension of the Adult Social Care Precept and the freeze of the Business Rates multiplier, with local authorities compensated because of this. The figures that the Government allocated to the Authority in the Provisional Settlement included an additional £29.1m for Social Care. The increase in National Living Wage (9.7% from April 2023) represented a significant cost driver for the Local Authority in the upcoming financial year.
- 4.6 The presentation then outlined the Council's currently projected budget targets. Between them, Integrated Adult Social Care and Children's and Young Peoples Futures accounted for approximately 77% of total service budgets. This represented a net increase of 8.8% and 18.8% respectively in allocated budget for these service areas. It was reported that since the setting of these targets, an opportunity had arisen to

reduce budget pressured in Integrated Adult Social Care services by £1.63 million.

- 4.7 The final Local Government Finance Settlement was due to be announced in February which would offer more clarity and allow the Local Authority to finalise its budget.

## **5.0 Representatives of the Business Community and the Voluntary and Community Sector: 24 January 2023**

- 5.1 Representatives at this meeting included Diane King (Living Options), Stephanie Lewis (Living Options), Ian Martin (Exeter Quakers), Kev Henman, (Space Youth Services), Edwina Bradshaw (East Devon CAB), Matt Evans, (Active Devon), Andrew Dean (Exeter University), Andrew Butler (NFU), Jo Atkey (Devon Communities), Bob Mark (SWCPA), Vicki Rowe (Rural Devon CAB), Roberto Franceschini (retired Unison)

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

- Concern for the financial wellbeing of older people in communities and the subsidised services required. Consultees were advised that MP's had been lobbied for greater support to adult services. The local authority would continue to work with the NHS and partners to provide integrated care across the county and aid those to return to their own homes from hospital with the appropriate care;
- Concern for adequate funding invested in early intervention of mental health services and a need for transformational change with partner agencies. Consultees were advised that investment through the Better Care Fund assisted supported living.
- Concern for staff shortages. Consultees were advised that investment to reduce use of agency staff and to recruit necessary workforce was under investigation

## **6.0 Representatives of the Trade Unions: 24 January 2023**

- 6.1 Representatives at this meeting included Darienne Flemington (UNISON), Steve Ryles (UNISON), Nigel Williams (NASUWT), Michael Daniell (UNISON); Matthew Dyer (UNISON)

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

- How the 'safety valve' as mentioned in the presentation 'worked'. Consultees were advised that the Department for Education (DfE) support local authorities with deficits through the 'Safety Valve programme' to help deliver within the budgets allocated to them. It

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was noted that the concepts of an improvement plan had been agreed in principle.

- Concern about a recruitment freeze. Consultees were advised that front line services would not be frozen. Support and back-office staff remain frozen. Vacancies to continue to be filled by internal candidates in the first instance.

## 7.0 Conclusion

The consultations carried out provided a positive opportunity for the people of Devon to specify their priorities in future service delivery. Adequate funding for Childrens Services remained a concern in addition to maximisation of provision of service through partnership working. The feedback received provided an excellent insight into current opinion on the challenges facing Devon residents and organisations.

Maria Price, Head of Legal & Democratic Services

### **ELECTORAL DIVISIONS: ALL**

Local Government Act 1972: List of Background Papers

Contact for Enquiries: F Whitehouse, [fred.whitehouse@devon.gov.uk](mailto:fred.whitehouse@devon.gov.uk)

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



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## Scrutiny Budget recommendations 2023/24

### Welcomes and supports

1. The overall 10.5% increase in the budget and specifically the 18.4% increase in the budget for Children's Services and the 8.8% increase in the budget for Integrated Adult Social Care Scrutiny and looks forward to seeing the resulting improvement in Children's Services and Adult Care recognising the increasing demands in the system;
2. The efforts of Devon County Council staff in continuing to support the most vulnerable people and providing essential services;
3. The endeavours of the Cabinet Member for Children's Services and Schools as a member of the F40 group to continue to press for fairer funding for Devon's Children; and
4. The work done by the Communities team in partnership with District Councils to support those hit the hardest by the increase in the cost-of-living.

### Record concern:

5. The realism of achieving the savings outlined across the budget, particularly;
  - a. the £9.6 million in-year savings and particularly the £2.6 million from school transport, anticipating the fees and charges review; whilst appreciating the service has embedded Scrutiny's previous comments and now provides in-house transport; and
  - b. the Integrated Adult Social Care in-year savings set at £30 million; against not yet achieving the in-year savings of £18million, coupled with the continued increase in demand and inflation pressures.
6. Uncertainty around senior leadership changes in Children's Services in supporting the pace of change of the Authority to rise to meet the challenges in Children's and the resulting pressure on the budget;
7. The continued reliance on agency staff in Children's services, acknowledging the progress made in permanent staff recruitment to reduce this;
8. The ongoing uncertainty with government regarding the Special Educational Needs Disability (SEND) high needs block safety value process considering the cumulative deficit of £127 million to the end of the current financial year; and
9. The introduction of the Care Quality Commission inspection regime for Adults will place an additional burden on the Council and its partners. The Committee seeks assurance preparations are comprehensive and vigorous to meet these new requirements.

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## Cabinet be asked to:

10. Support Scrutiny in their critical friend challenge of the in-year financial position:
  - a. For children's this should include monthly monitoring reporting to Committee members to include direction of travel and value for money in the following areas:
    - 
    - Education Health and Care Plans
    - External Care and SEND placements
    - Recruitment and Retention / Agency figures
    - School transportand trialling this governance approach for 3 months; and
  - b. For Integrated Adult Social Care this should involve regular monitoring reports to Committee including benchmarking with other local authorities where appropriate;
11. Explore the expansion of curriculum support and mental health provision to schools, with a view to providing a broader curriculum creating a positive learning environment for all pupils and especially those with Social Emotional and Mental Health Needs (SEMH) to reduce permanent exclusions and improve attendance;
12. Increase the pace of work to support the needs of key workers by working with Devon stakeholders to embed an essential offer including accommodation, training, and travel. The Scrutiny Committee strongly believes this will help ease the financial burden on the authority;
13. Lobby government to highlight the difficulty of operating services in the financial climate and ask for changes against the following:
  - a. the disparate nature of the grants received in Adult Social Care and the unhelpful impact of piecemeal multiple grants;
  - b. the uncertainty about the anticipated changes to Liberty Protection Safeguards;
  - c. the unknown grant settlement for Public Health and resultant difficulties in plan making;
  - d. the 1-year financial settlement for the Council against demand-led costs, not accounting for inflation and the resulting challenges in developing strategy with financial risk; and
  - e. investment in highways to arrest the ongoing decline in the state of the highway;.
14. Lobby government to request a change in legislation to allow formal Committee/County Council meetings to be undertaken as hybrid meetings;
15. Review how the Council is offering support to the voluntary and Community Sector both through tactical access to grants and clear communication channels of the County Council;
16. Consider additional investment in highways.
17. At the stage when the public health grant is known Cabinet to invest in public mental health; and

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18. Recognising the financial challenges of the organisation, Scrutiny approves the reduction to Members locality budgets on the basis that they are reviewed in the future and ask that future changes include consultation with Members.



## DEVON EDUCATION FORUM

18 January 2023

### Present:-

#### Schools Members

##### Primary Headteachers

Mr C Tribble

Mr G Chown

Mr P Walker

Ms R Miller

Honiton Primary

Ventrus MAT (Academy)

First Federation Trust (Academy)

Kingskerswell CE Primary, Substitute

##### Primary Governors

Mr J Clements

Ms K Brimacombe

Cranbrook, St Martin's CE Primary

Whitchurch Primary, First Fed'n (Academy)

##### Secondary Headteachers

Mrs S Crook

Ms F Bowler

Ms J Fossey

Ms Mr G Hill

Federation of Tiverton Schools

Braunton Academy

West Exe School, Ted Wragg MAT (Academy)

Academy Trust (Academy)

##### Secondary Governors

Mr A Hines

Ms G Sanders

Mr A Walmsley

(Education SW Trust) (Academy)

Athena Learning Trust (Academy)

The Ted Wragg Multi Academy Trust (Academy)

##### Nursery School

Mrs S Baker

Westexe

##### Special Headteacher

Mr K Bennett

Marland School

##### Special Governor

Mrs F Butler

Marland School (**Chair**)

##### Alternative Provision

Mr R Gasson

WAVE Multi Academy Trust

##### Non-Schools Members

Mr B Blythe

Mrs B Alderson

Ms G Rolstone

Exeter Diocesan Board of Education (Faith) Sub  
PETROC

Teachers Consultative Committee (TCC)

Early Years, Private & Voluntary Independent

##### Observer

Councillor A Leadbetter

Cabinet Member – Children's Services and  
Schools

# Agenda Item 7c

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DEVON EDUCATION FORUM

18/01/23

Apologies

Ms R Saim

Cedar Tree Federation

## 72 Minutes

### DECISION:

That the minutes of the meeting held on 23 November 2022 be signed as a correct record.

## 73 Matters Arising from the Last Meeting and Report back on Issues Raised with Cabinet/f40

### DISCUSSION:

The Cabinet Member - Children's Services & Schools advised that Special Educational Needs and Disability (SEND) and the substantial High Needs Block deficit was a top priority for Cabinet and the County Council. He was always willing to be available to discuss such matters with the Forum and school leadership, as well as f40 issues, as a representative on f40's Executive.

The Cabinet Member also introduced Mr Julian Wooster, recently appointed Interim Director of Children and Young People's Futures (see also minute 74 below for further joint issues debated).

## 74 Children and Young People's Futures Update

### DISCUSSION:

The Chair welcomed Mr Julian Wooster, Interim Director of Children and Young People's Futures who outlined his proposals for developing the service, working alongside the Cabinet Member (Children's Services & Schools).

The Interim Director indicated that the SEND improvement programme was the pressing priority, including controlling spend on independent special school placements. He welcomed working alongside the Interim SEND Strategic Director. Devon had to perform better, within a national system that was not working well and leading to a complex and very difficult environment to manage school and family expectations. This was to be seen as a whole Council issue, not a service issue.

A Forum Member's questions concerned senior leadership around SEND and communication with the Forum over the Cabinet and the County Council's position on SEND. Whilst recognising recent SEND progress, there was concern that as a number of key leadership posts were currently interim,

vision could further change when permanent appointments were made. The Forum and Phase Associations remained committed to working alongside the Council.

Regular senior leadership reports to Forum meetings were also requested.

**75**      **Membership**

**DISCUSSION:**

The Chair welcomed Ms Rachel Miller, substitute member (Kingskerswell CE Primary) to the meeting.

**76**      **Education & Learning Update**

**DISCUSSION:**

The Forum considered the Report of the Interim Director of Children and Young People's Futures, noting further developments since the publishing of the Report i.e.:-

(a) School Effectiveness Service

A revised Report recommendation in relation to school improvement (section 4 of the Report), proposed the use of Financial Intervention Panel, Schools (FIPS)' surplus funding for 2023/24 only. Some funding would also remain within FIPS in line with its prudent approach in supporting schools facing additional challenges; and

(b) Education Psychology Service (EPS)

The Interim SEND Director reported on the difficult decision to pause trading at least to the end of the summer term, with currently an 8 month wait for a pupil to receive an Education Psychologist assessment. The Department for Education (DfE) had acknowledged the difficult position (in Devon) and the need to address the backlog of cases.

There were plans to develop a sustainable service as part of the wider strategic plan, including:-

- recruitment process for four specialist senior staff working with schools;
- the SEND improvement plan was nearly ready for sign off;
- working together to ascertain what support schools needed;
- review of the funded structure and being creative with High Needs funding;
- Education Health & Care Plan (EHCP) good practice in-house/outside.

The Interim SEND Director would be sending a letter to schools and parents advising of the pause in the Education Psychology Service and offering apology for this.

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DEVON EDUCATION FORUM

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The Report also considered school attendance and communications with schools.

## **DECISION:**

(a) that surplus funding from within the Financial Intervention Panel, Schools (FIPS) budget for 2022/23 be carried forward and used for school improvement (school effectiveness service) for 2023/24 i.e. for one year only, at an estimated cost of £640,000, be approved;

**(Vote: Maintained Primary)**

**(Vote: Maintained Secondary)**

(b) that the draft letter to schools and parents regarding the pause in the Education Psychology Service be sent to the Chair of the High Needs Funding Sub-Group for comment prior to despatch.

## **ACTION:**

Director of Finance and Public Value (Adrian Fox) – (a);  
Interim SEND Director (Jackie Ross) – (b).

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## **Finance Update**

### **DISCUSSION:**

#### **(a) Schools Finance Group Minutes - 6 January 2023**

The Forum considered the above minutes, including the respective minutes relating to the Finance Update Report at (b) and other DEF agenda items where appropriate.

Also available at

[Schools Finance Group \(SFG\) – Education and Families \(devon.gov.uk\)](https://www.devon.gov.uk/schools-finance-group-sfg-education-and-families)

### **DECISION:**

that the minutes of the Schools Finance Group (SFG), 6 January 2023 be received.

#### **(b) Finance Update Report**

The Forum considered the Report of the Interim Director of Children & Young People's Futures and Director of Finance and Public Value (DEF/23/02).

Month 8 outturn forecast 2022/23 saw an overall DSG overspend spend of £40.6m due to the continued demand on High Needs and the growing demand on SEN placements within the Independent Sector despite creating



more Devon special school places. This was an adverse change of £458,000 since month 7.

Dedicated Schools Grant (DSG) management action was anticipated to deliver £6.3m savings in this financial year (£3.9m to date).

The Report highlighted reasons for a projected cumulative DSG deficit to March 2023 of £127.2m, increasing to £144m by 2024/25, i.e. £4.9m over that included in the DfE Safety Valve. Solutions to mitigate the in-year overspend were being reviewed.

The increasing DSG deficit could have considerable impact on future DSG education budgets as well as Devon County Council. Action was required now by all stakeholders, working in partnership to reduce the demand on EHCPs and independent placements.

Member's discussion included:-

-concern that with the projected cumulative DSG deficit to March 2023 of £127.2m increasing to £144m by 2024/25, the management actions resulting in savings may not be sufficient to rectify the deficit position (whilst noting some savings were longer term); and

--whether the DfE had yet confirmed that Devon had been accepted onto the DSG Safety Valve Programme, recognising the serious risks should this not be the outcome.

In response:-

-the Interim SEND Strategic Director advised of a number of projects (including Team Around the School) and the work of a senior group with experience and expertise, which was for example preventing independent special school placements (wherever Devon provision was appropriate); and

-the Director of Finance and Public Value advised that a DfE response on the Safety Valve position was still awaited, although there had been a further formal senior leadership approach to the DfE in December 2022. A further follow up would now be made.

## **DECISION:**

(a) that month 8 DSG monitoring position be noted along with the Forum's ongoing concerns at the DSG deficit, recognising there was much work required to reach a sustainable solution; and

(b) that the current Safety Valve/DSG manage plan position and further formal senior leadership approach to the DfE be noted.

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DEVON EDUCATION FORUM

18/01/23

## **ACTION:**

Director of Finance and Public Value (Adrian Fox) – (b)

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## **Dedicated Schools Grant 2023-24: Budget Planning**

### **DISCUSSION:**

The Forum considered the Report of the Director of Finance & Public Value and Interim Director of Children and Young People's Futures (DEF/23/03) regarding the:-

DSG Settlement 2023-24  
Schools Block  
Central School Services Block  
High Needs Block  
Early Years Block  
Other Schools Grants  
DSG Deficit & Management Plan.

In relation to the Schools Block, the government funding settlement was £2m below a fully funded National Funding Formula, therefore to ensure the block remained within its funding requirements actions were required as set out in section 2 of the Report.

### **DISCISON:**

(a) that the reduction of the size of the growth fund from £2.8 million for 2023-24 to £1.8 million be approved, in line with the 2023-24 spending forecast.

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

(b) that the use of the balance from the reduction of size the growth fund for 2023-24 against the shortfall of £970,000 in Schools Funding that remained after reducing the Sparsity Factor to £47,300 for Primary and £72,900 for Secondary be approved.

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

### **ACTION:**

Director of Finance & Public Value (Adrian Fox)

79 **2023-24 Schools Funding Arrangements - Transfer to the High Needs Block**

**DISCUSSION:**

The Forum considered the Report of the Director of Finance & Public Value and Interim Director of Children and Young People's Futures (DEF/23/04) regarding the reconsideration of the transfer 0.5% between blocks for 2023-24 through a one-off transfer of the growth fund surplus, to support the demands of the High Needs Block and in particular the work on cost prevention and reduction, as set out in the Report.

This followed the Forum's refusal of this transfer at its last meeting and subsequent disapplication by the County Council to the Secretary of State for Education to overrule this decision. The DfE subsequently had requested the forum to reconsider their decision following the announcement of the Mainstream Schools Additional Grant (MSAG) funding for schools (indicative Devon allocation of an additional £17m (3.4%)), which placed schools in a much better financial position than at the time of Devon's school funding consultations in October 2022. The DfE did not expect the Forum to rely upon the outcomes of that consultation.

A Forum representative commented that although this proposal had been discussed at the Schools Finance Group on 6 January 2023, there had been further developments, he also expressed concern at the DfE's comments in relation to consideration of the October 2022 Devon consultation response. However there was now an opportunity to demonstrate and evidence the impact on schools of the proposal for the one-off Growth Fund surplus transfer for 2023-24 only, without individual school budgets being impacted. This should then form an early basis for the next year's consultation round when money would be required from individual school budgets.

**DISCISON:**

that Cabinet be recommended:-

that the transfer of 0.5% between blocks for 2023-24 through a one-off transfer of the growth fund surplus be supported (following its reconsideration as requested by the DfE).

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

**ACTION:**

Director of Finance & Public Value (Adrian Fox)

# Agenda Item 7c

8

DEVON EDUCATION FORUM

18/01/23

## 80 Standing (and other) Groups

### **DISCUSSION:**

The Forum received the following from its standing and other groups (excepting Schools' Finance Group (SFG) minutes, (considered under Finance Update minute above):-

#### (a) School Organisation, Capital and Admissions (SOCA)

Minutes of the meeting held on 6 December 2022.

Also available at

[School Organisation, Capital and Admissions Group \(SOCA\) – Education and Families \(devon.gov.uk\)](https://www.devon.gov.uk/education-and-families/soca)

#### (b) High Needs Funding Sub Group

The Chair's verbal update of the meeting held on 16 January 2022 was noted. In summary the group had considered communications to schools and key messages of keeping more children in mainstream school. The ambition for a mindset change was important to slow the level of EHCPs and SEN placements.

The next work area for the group was to look at the funding framework in the round assisted by a task & finish group, reporting back to the Forum in due course.

## 81 Review of standard agenda items

Members identified standard matters they would like to be included within future Forum agendas (predominantly to be included with the Head of Education Update standard agenda item):-

Education/School Key Performance Indicators

Education/School Performance Data

Key Priorities

SEND outcomes

Ofsted outcomes reported on a termly basis (including % schools according to Ofsted rating and any shift in patterns)

Reports from Devon regarding SEND (including risks) and schools' feedback reports.

## 82 Correspondence

-

## 83 Dates of Future Meetings

Meetings at 10am. Please check venue/arrangements

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

Wednesday 22 March 2023

Wednesday 21 June 2023

Wednesday 22 November 2023

Wednesday 17 January 2024

Wednesday 20 March 2024.

### **NOTES:**

1. *Minutes should always be read in association with any Reports for a complete record.*
2. *If the meeting has been webcast, it will be available to view on the [webcasting site](#) for up to 12 months from the date of the meeting*

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

The Meeting started at 10.10 am and finished at 11.52 am

# Agenda Item 7c

## SCHOOL ADMISSION POLICIES FOR 2024-25

### Report of the Education and Learning Service

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

1. Note that the admission arrangements were proposed and consulted on for the Local Authority.
2. Approve the recommendations as set out in section 3 of the report.

#### 1. PURPOSE OF REPORT

- 1.1 The Local Authority (Devon LA) has a statutory responsibility to propose, consult on and determine admission arrangements for community and voluntary controlled (VC) schools and co-ordinated admission schemes for the normal round of admissions to all state-funded schools. The purpose of this report is to seek the necessary approvals to meet Devon LA's statutory responsibilities for the academic year 2024-25.

#### 2. BACKGROUND

- 2.1 Consultation on the Local Authority admissions arrangements, detailed later in the report, were held ahead of the statutory deadline for consideration by Cabinet. Schools which are their own admissions authority (Foundation, Voluntary Aided, Academies and Free schools, University Technical Colleges and Studio Schools) are responsible for their own arrangements and determined by the governing boards and academy trusts.
- 2.2 Admission arrangements for **2022-23** and **2023-24** have already been amended to note minor revisions to the School Admissions Appeals Code, which came into force for appeals submitted from 1 October 2022. There have been no further changes to legislation or guidance and so admission arrangements for **2024-25** are principally based on the arrangements for **2023-24**.
- 2.3 The report details the outcome of the consultation on primary and secondary school admission arrangements for **2024-25** and the co-ordination of primary and secondary school admissions and seeks approval to these schemes. Admission to special schools and fee-paying independent schools fall outside the scope of these arrangements. The report also details the outcome of a consultation on the relevant area for Devon and seeks approval for the relevant area for **2024-25** and **2025-26**.

#### 3. RECOMMENDATIONS

- 3.1 Members are requested to:
  - a) determine the **2024-25** admissions policies for community and VC schools including their Published Admission Numbers (PAN) in **Appendix One** and determine the changes to catchment areas within **Appendices Two** (below

# Agenda Item 8

and attached) which include responses from the consultation as well as detailing all Devon-wide changes. Amendments include:

- amend the boundary between Countess Wear and Wynstream primary schools as consulted;
  - amend the boundary between Newton Poppleford and West Hill primary schools and the boundary between Sidmouth College and The King's School, informed by the consultation responses;
  - amend the boundary between Willand and Halberton primary schools, informed by the consultation response;
  - amend the boundary between Hatherleigh and The Clinton primary schools, informed by the consultation response;
  - amend the boundary between Berrynarbor and Combe Martin primary schools, informed by the consultation response;
  - amend the boundary between Berrynarbor and Ilfracombe Infant and Junior schools, informed by the consultation response;
  - not amend the boundary of Berrynarbor, Combe Martin, and Ilfracombe Infant and Junior schools so that the entire parish of Berrynarbor falls into the Berrynarbor school catchment;
  - amend the boundary between Filleigh and South Molton Community Primary schools, informed by the consultation response;
  - not refer the extension of Uffculme School's catchment area and inclusion of Willand School to the Office of the school Adjudicator.
- b) determine the normal round co-ordinated admissions and the in-year co-ordinated admissions schemes for **2024-25** in Appendix Three
- c) approve the admissions relevant area for Devon for **2024-25** and **2025-26** as detailed in section 7;
- d) approve the admissions timetable for the year ahead, see Appendix Four.

## 4. CONSULTATION ON ADMISSION ARRANGEMENTS

- 4.1 Devon County Council consulted on the proposed admission arrangements for community and VC schools and on the proposed co-ordinated admission schemes for all primary and secondary schools. Where a school converts to academy status after determination, the published admission arrangements remain in place until the next admissions round. Emails were sent to all state-funded, mainstream schools in the summer and autumn of 2022 ahead of public consultation at the beginning of November 2022. Details of the consultation were also sent electronically to all neighbouring Local Authorities, Church of England and Roman Catholic Dioceses and other required consultees. The Devon Education Forum has been consulted through the School Organisation, Capital and Admissions Forum.
- 4.2 The consultation website set out all aspects of the proposed admission arrangements and enabled schools and other consultees to respond to the proposals online via email direct to Devon. A notice was also placed in the Western Morning News in November 2022.
- 4.3 Letters were sent to each home address where there was a proposal to amend the school catchment area for **2024-25**.
- 4.4 All community and VC schools were sent a link to an admissions policy draft document for the school for 2024-25. Feedback from schools suggests that they are largely content with matters such as oversubscription criteria, Published Admission Numbers,



catchment areas and the application process. Devon works closely with Diocese, headteacher and governor representatives throughout the year, discussing policy matters. Responses were received regarding specific local admissions issues, detailed at [www.devon.gov.uk/admissionarrangements](http://www.devon.gov.uk/admissionarrangements). This is in common with neighbouring Local Authorities.

- 4.5 The Admissions Team works collaboratively with all own-admission authority schools to ensure their arrangements are compliant with the Admissions Code.

## 5. CO-ORDINATED ADMISSION ARRANGEMENTS 2024-25

- 5.1 The Local Authority is required under the School Admissions Code to co-ordinate normal round admissions to state-funded schools, apart from new Free Schools where the Department for Education's instruction is to not coordinate in the first year of opening. Devon has consulted annually on co-ordinated admissions schemes for primary and secondary schools; the proposed scheme for **2024-25** was a combined scheme for the normal round of admissions into all state-funded schools. Normal round is the first opportunity to be admitted into any school, such as at the beginning of Reception, Year 3 for junior schools and Year 7 for secondary schools. It also includes Year 7 for all-through schools. It brought forward the arrangements from the previous academic year with some minor amendments, detailed at appendix 3. On average, the co-ordinated schemes manage over 7,500 primary admissions, 7,000 secondary admissions and 6,500 in-year admissions each year.

- 5.2 Devon's arrangements oversaw nearly 15,000 applications for Devon-resident children for the **2022-23** normal round of admissions for all schools and academies. The percentage of children who received a place at the school preferred by the parent remains significantly above the national average<sup>1</sup>, see below:-

<b>2022-23 Normal Round Summary</b>		
	National	Devon
<b>Secondary</b>		
Applications	614,059	7,697
First preference offered	83.3%	92.6%
Any preference offered	95.8%	97.6%
<b>Primary</b>		
Applications	576,147	7,242
First preference offered	92.2%	97.0%
Any preference offered	98.4%	99.3%

- 5.3 Local Authorities are not legally required to co-ordinate in-year admissions to all state-funded schools. Devon manages in-year applications for community and VC schools and extends this facility to all state-funded mainstream schools. The purpose is to enable parents to apply for one or more schools at the same time and promote a fair, transparent

<sup>1</sup> Taken from [Secondary and primary school applications and offers, Academic Year 2022/23 – Explore education statistics – GOV.UK \(explore-education-statistics.service.gov.uk\)](https://www.gov.uk/explore-education-statistics)

# Agenda Item 8

and lawful admissions process for all children in the county. By doing so, Devon seeks to minimise instances where children, in particular vulnerable children, are missing education and to ensure compliance with the School Admissions Code and School Admissions Appeals Code. Devon has consulted annually on an in-year co-ordinated admissions scheme; the proposed scheme for **2024-25** was brought forward from the previous academic year. As an integral part of a fair, legal and transparent admissions service, Devon-wide in-year co-ordination forms a part of the Admissions Service for all schools and academies.

- 5.4 Published Admission Numbers (PANs) were proposed for community and VC schools, taking into account the accommodation available, expected local demand, sensible organisation, a strategic overview of the number of places in an area, the constraints of Key Stage One Class Size Legislation and the flexibility to increase PANs where this becomes necessary. The proposed PANs are listed at Appendix and will also be included in the individual admissions policy document for each school at <http://devon.cc/schoolpolicy>
- 5.5 The proposed catchment areas for community and VC schools were brought forward from the previous academic year with minor amendments to the boundaries of community and VC schools across most of the county. Those schools with proposed changes are also identified within Appendix One.

A catchment map for each school showing the **2023-24** determined boundary overlaid with the **2024-25** proposed boundary was published as part of the consultation at <https://maptest.devon.gov.uk/portaldvl/apps/webappviewer/index.html?id=947a9dba50a34cf58c5917db500ac04c> and are included in the separate document in Appendix 2. Changes have been required due to the updating of area maps through digital technology and also to reflect the impact of house building or new roads. The purpose of the amendments is to remove instances where the boundaries cross through fields or individual properties, reducing ambiguity for communities, the LA or schools themselves. Amendments were kept to a minimum and allow boundaries to follow recognisable geographical features such as roads and footpaths, the edges of fields and wooded areas, streams and watercourses and the boundaries of properties. Catchment areas are under constant review.

- 5.6 Similar proposed amendments to admissions policies were drafted for own-admission authority schools across Devon to encourage consistency.

The responsibility for determining the admission arrangements for the schools lies with the governing bodies and academy trusts for those schools.

Admissions Officers provide support to own-admission authority schools regarding their policies for **2024-25**, which also need to be determined by the end of February. This can include challenge to ensure compliance with the School Admissions Code especially where there is a potential for local children to be refused a local place.

- 5.7 The primary and secondary co-ordination schemes have statutory deadlines and for this year must be determined by the end of February 2022 ahead of normal round applications in September 2023 for admission in September 2024. This has been taken into account in a timetable for the admissions process which is detailed at Appendix 4 below.

## 6. OWN ADMISSION AUTHORITY SCHOOLS

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

Academy schools	192
Foundation schools	35
Free schools	10
Studio schools	1
University Technical College	1
Voluntary Aided	24
	<b>263</b>

There remaining schools for which Devon is the admissions authority:

Community	65
Voluntary Controlled	27
	<b>92</b>

- 6.2 All LAs have a responsibility under the School Admissions Code to collate and publish the admission arrangements of all schools, including own admission authority schools. Devon meets this requirement by publishing a copy of all policies at <http://devon.cc/schoolpolicy> and reviews the policies of all schools to ensure that they are legally compliant and meet the potential need from their local community.
- 6.3 The first stage of the compliance process is to work closely with own admission-authority schools with their admissions policies. Where amendments are made to policies for community and VC schools, these are recommended to all own-admission authority schools. In most cases, Devon formulates the policy for own-admission authority schools to consider and approve. Support for own-admission authority schools has included scrutiny, advice and challenge as necessary.

## 7. RELEVANT AREA 2025-26 and 2026-27

- 7.1 An Admissions Relevant Area is the geographical area within which a school and the LA must consult on its proposed admission arrangements. The Relevant Area for Devon for the next two years was proposed unchanged from the current Area. This would apply to the consultations which take place in 2023 and in 2024 for admission in **2025-26** and **2026-27** respectively.

- 7.2 The Devon Relevant Area will reflect statutory requirements:

For the Local Authority:

- the administrative area of Devon County Council (not including the administrative areas of Torbay Council or Plymouth City Council) and
- An area within 3 miles of the border with the local authorities of Cornwall, Dorset, Plymouth, Somerset and Torbay.

For own-admission authority academy, free, foundation and voluntary aided infant,

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

# Agenda Item 8

junior and primary schools located within the Devon LA administrative area:

- a 10-mile radius of the school, or,
- where this covers a neighbouring authority area, up to 3 miles into that area.

For own-admission authority academy, free, foundation and voluntary aided secondary schools, studio schools and university technical colleges located within the Devon LA administrative area:

- a 15-mile radius of the school, or,
- where this covers a neighbouring authority area, up to 3 miles into that area.

## **8 FINANCIAL CONSIDERATIONS**

8.1 There are no direct financial considerations arising from school admission arrangements.

## **9 SUSTAINABILITY CONSIDERATIONS**

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

## **10 EQUALITY CONSIDERATIONS**

10.1 Equality of access to education opportunities is a fundamental feature of school admission arrangements. All policies for consideration have been subject to an Equality Impact Needs Assessment, at [www.devon.gov.uk/admissionarrangements](http://www.devon.gov.uk/admissionarrangements).

10.2 Increasingly in a more autonomous school system, all LAs will need to ensure schools comply with the Admissions Code and be prepared to support and challenge ensuring policies are legal, inclusive and meet the needs of the communities they serve.

## **11 LEGAL CONSIDERATIONS**

11.1 School admission arrangements are a statutory function of Devon County Council. Setting fair, transparent and legal co-ordinated admission arrangements ensures that Devon meets its duty and enables parents, schools and other interested parties to have confidence in them.

11.2 The admission arrangements have been proposed and the subject of consultation under requirements of the statutory School Admissions Code 2021. Arrangements must be determined by Devon by 28 February and must be compliant with the statutory requirements of the Code. The amendments to policies are compliant with the Code.

## **12 RISK MANAGEMENT CONSIDERATIONS**

12.1 The key risk is that admission arrangements are not determined by the statutory date of 28 February. This would mean that Devon County Council was not compliant with the requirements of the Code. It would be liable to censure from the Department for Education and the Office of the Schools' Adjudicator (OSA).

12.2 By not determining compliant arrangements, Devon parents and schools would be unable to plan effectively for the next school admissions round in **2024-25**, applications for which will open in the autumn 2023 nor effectively plan for in-year admissions during **2024-25**. This would be a failure of the Education Authority to formulate and manage a fair and transparent admissions system. Furthermore, neighbouring Education

Authorities would have cause for concern that Devon may not meet its duty to co-ordinate arrangements for admissions across local authority boundaries. Action on the recommendations addresses this risk.

## **13. CONCLUSION**

13.1 Devon County Council has a broad and constantly changing role in school admissions with a priority for ensuring timely access to statutory aged education.

The recommendations in this paper will ensure Devon County Council meets its statutory responsibilities with regard to school admissions and travel to and from school as well as its broader role in supporting children and young people.

**Simon Niles**  
**Education and Learning Service**

**ELECTORAL DIVISION:** All

Cabinet Member for Children Services and Schools: Councillor Andrew Leadbetter

Contact for enquiries: Simon Niles 01392 383000

Local Government Act 1972. Background Papers:

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

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

DfE number	School name		PAN 2023	PAN 2024	changes from 2023 to 2024
2400	Abbotskerswell Primary School	C	15	15	-
2201	Ashwater Primary School	C	8	8	map amendments
3053	Berrynarbor Church of England Primary School	VC	12	12	map amendments
2210	Bishops Nympton Primary School	C	10	10	map amendments
2402	Bishopsteignton School	C	30	30	map amendments
2404	Bovey Tracey Primary School	C	40	40	map amendments
2002	Bow Community Primary School	C	20	20	map amendments
2472	Bradley Barton Primary School and Nursery Unit	C	60	60	-
3001	Brampford Speke Church of England Primary School	VC	10	10	map amendments
3002	Branscombe Church of England Primary School	VC	10	10	map amendments
3003	Broadhembury Church of England Primary School	VC	8	8	map amendments
2476	Canada Hill Community Primary School	C	45	45	-
2007	Cheriton Fitzpaine Primary School	C	15	15	map amendments
3105	Chudleigh Church of England Community Primary School	VC	60	60	map amendments
3777	Clyst Heath Nursey and Community Primary School	C	45	45	-
2009	Clyst St Mary Primary School	C	30	30	map amendments
3152	Cornwood Church of England Primary School	VC	15	15	-
2025	Countess Wear Community School	C	45	45	map amendments
2015	Culmstock Primary School	C	20	20	map amendments
2431	Decoy Primary School	C	60	60	-
2416	Denbury Primary School	C	17	17	-
2223	East Anstey Primary School	C	7	7	map amendments
2207	East-The-Water Community Primary School	C	60	60	map amendments

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

2420	Exminster Community Primary	C	60	60	map amendments
3059	Georgeham Church of England (VC) Primary School	VC	15	15	map amendments
3060	Goodleigh Church of England Primary School	VC	10	10	map amendments
3061	Great Torrington Bluecoat Church of England Primary School	VC	75	75	map amendments
2604	Gulworthy Primary School <i>(will convert to academy status within the Learning Academy Partnership)</i>	C	10	10	map amendments
2228	Halwill Community Primary School	C	15	15	map amendments
2605	Hatherleigh Community Primary School	C	30	30	map amendments
3779	Haytor View Community Primary School	C	30	30	-
2012	Hayward's Primary School	C	60	60	map amendments
2448	Hazeldown School	C	60	60	-
2432	Highweek Community Primary and Nursery School	C	60	60	-
3063	Holsworthy Church of England Primary School	VC	45	45	map amendments
2048	Honiton Primary School	C	60	60	map amendments
2231	Horwood and Newton Tracey Community Primary School	C	14	14	map amendments
3065	Ilfracombe Church of England Junior School	VC	105	105	map amendments
2232	Ilfracombe Infant and Nursery School	C	120	120	map amendments
3013	Kentisbeare Church of England Primary School	VC	25	25	map amendments
2234	Kentisbury Primary School	C	8	8	map amendments
2050	Kilmington Primary School	C	15	15	map amendments
2425	Kingsbridge Community Primary School	C	60	60	-
3112	Kingskerswell Church of England Primary School	VC	60	60	-
2026	Ladysmith Infant and Nursery School	C	90	90	map amendments
2027	Ladysmith Junior School	C	90	90	map amendments
3154	Lamerton Church of England VC Primary School <i>(will convert to academy status within the Learning Academy Partnership)</i>	VC	8	8	map amendments
2079	Landscore Primary School	C	60	60	map amendments

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

2237	Langtree Community School and Nursery Unit	C	12	12	map amendments
3028	Littleham Church of England Primary School	VC	30	30	map amendments
2428	Loddiswell Primary School	C	15	15	-
3014	Lympstone Church of England Primary School	VC	30	30	map amendments
3114	Malborough with South Huish Church of England Primary School	VC	15	15	-
2622	Mary Tavy and Brentor Community Primary School	C	15	15	map amendments
2614	Milton Abbot School	C	15	15	map amendments
2715	Modbury Primary School	C	30	30	-
2239	Monkleigh Primary School	C	15	15	map amendments
2054	Newton Poppleford Primary School	C	30	30	map amendments
2055	Newton St Cyres Primary School	C	20	20	map amendments
2029	Newtown Primary School	C	30	30	-
3015	Offwell Church of England Primary School	VC	17	17	map amendments
3066	Parracombe Church of England Primary School	VC	8	8	map amendments
3016	Payhembury Church of England Primary School	VC	15	15	map amendments
2205	Pilton Infants' School	C	60	60	map amendments
3017	Plymtree Church of England Primary School	VC	15	15	map amendments
2059	Sandford School	C	30	30	map amendments
2060	Seaton Primary School	C	60	60	map amendments
2618	Shaugh Prior Primary School	C	10	10	-
2243	Shebbear Community School	C	10	10	map amendments
2244	Shirwell Community Primary School	C	8	8	map amendments
2062	Shute Community Primary School	C	12	12	map amendments
4011	Sidmouth College <i>(will convert to academy status)</i>	C	150	150	map amendments
4011	Sidmouth College sixth form <i>(will convert to academy status)</i>	C	10	10	map amendments
3022	Silverton Church of England Primary School	VC	20	20	map amendments
2245	South Molton Community Primary School	C	45	45	map amendments



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

2242	St Giles-on-the-Heath Community School	C	15	15	map amendments
3069	St Mary's Church of England Primary School, Bideford	VC	60	60	map amendments
3128	St Michael's Church of England Primary School	VC	60	60	-
3024	Stoke Canon Church of England Primary School and Pre-school	VC	20	15	map amendments
2033	Stoke Hill Infant and Nursery School	C	90	90	map amendments
2034	Stoke Hill Junior School	C	90	90	map amendments
2446	Stokenham Area Primary School	C	30	30	-
2445	Stokeinteignhead School <i>(will convert to foundation status within the United Schools Federation)</i>	C	15	15	-
2609	The Erme Primary School	C	25	25	-
2461	The Grove School	C	45	45	-
2090	The Topsham School	C	30	30	map amendments
3025	Thorverton Church of England Primary School	VC	15	15	map amendments
3026	Uplowman Church of England Primary School	VC	8	8	map amendments
2073	Upton Primary School	C	15	15	map amendments
2209	West Croft School	C	90	90	map amendments
2249	West Down School	C	15	15	map amendments
2074	Whimple Primary School	C	20	20	map amendments
2075	Willand School	C	60	60	map amendments
					Uffculme School has consulted on extending its catchment area to include that of Willand School and to add Willand to its list of linked feeder schools.
2724	Willowbrook School	C	60	60	map amendments
3011	Withycombe Raleigh Church of England Primary School	VC	90	90	map amendments
3375	Wynstream School	C	60	60	map amendments

## Appendix Two – Consultation responses to Changes to Catchment Area

Properties<sup>3</sup> are listed in the **Appendix Three attachment spreadsheet**. They were identified as moving from one catchment area to another under the proposed amendments.

Education records were reviewed to identify where any children have attended school from that property and information was shared with schools. This was redacted so that individuals could not be identified.

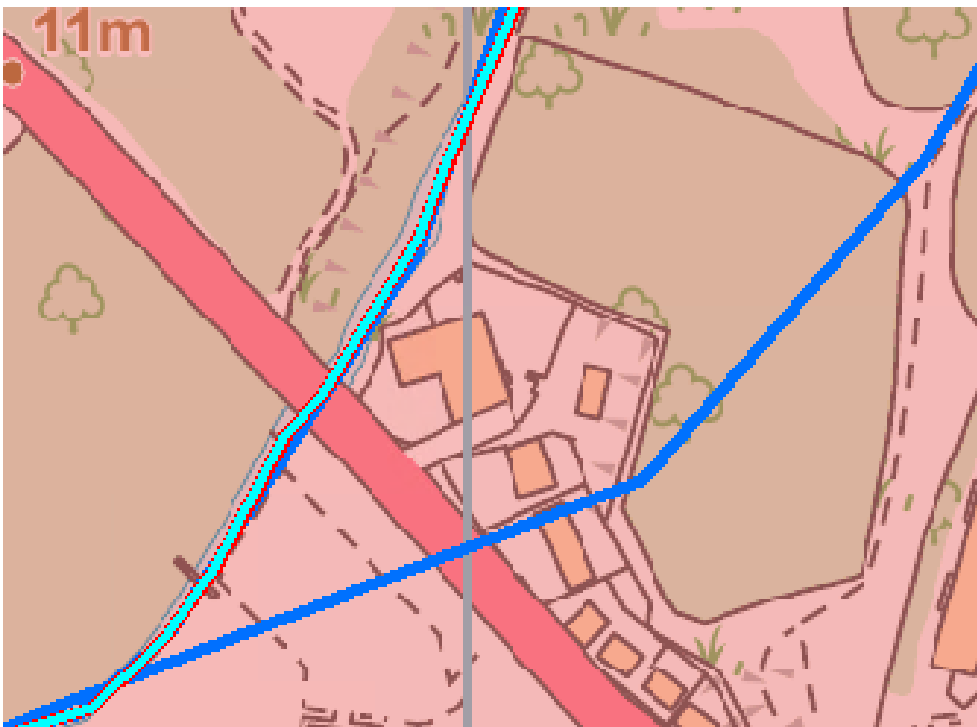
1. The following responses were received – community and VC schools highlighted in yellow:

**a) from resident of a property at EX2 6--. Boundary between Wynstream and Countess Wear schools. Secondary school catchment area for Isca Academy.**

“Thank you for your letter dated 22 November 2022 regarding the proposal to change my property from Wynstream to Countess Wear. I agree with the proposal to move to Countess Wear.”

The proposed amendment in this area takes the boundary from the middle of the southern part of Lulwell Valley Park to run along the watercourse of Northbrook. There is no impact on transport entitlement at primary or secondary level.

**Recommendation for Members:** To amend the boundary between Wynstream and Countess Wear schools as consulted, as below:



<sup>3</sup> Property names or numbers have been removed from this view for Data Protection reasons.

**b) from resident of a property at EX5 2--. Boundary between Newton Poppleford and West Hill schools. Secondary school boundary between Sidmouth College and The King's School.**

“Whilst we no longer have children of school age. I would like to express my concerns about moving [this property] to Newton Poppleford school, which would then change the secondary school admission to Sidmouth College.

[This property is a part of] our business, so we found West Hill the perfect location to nip across the road to do the school run in between work. Our postal address is classed as Aylesbeare. When we moved to the area mid school year, we experienced many issues getting our daughter into any nearby schools, in fact, West Hill went over their Pan numbers to accommodate us in the end. The only school with vacancies was Whimble at the time. At that time Newton Poppleford school refused to even see us.

From our location it is much easier to get to both West Hill School and The Kings School, as you need to just turn left then right at the staggered junction across the A3052. Have you tried turning left towards Newton Poppleford during peak times of the day? This road is becoming increasingly busier and journey times to Sidmouth increasing.

The Kings School bus stops at the old Halfway Inn before continuing into Aylesbeare.

Both Newton Poppleford and Sidmouth College are further away, which means longer travelling times and more expense. There is insufficient parking at Sidmouth College for parents to collect after school. East Hill is very often closed due to accidents.

From a child's point of view my [child]'s friends live in Aylesbeare/West Hill, so when they wished to meet friends it is nearby.

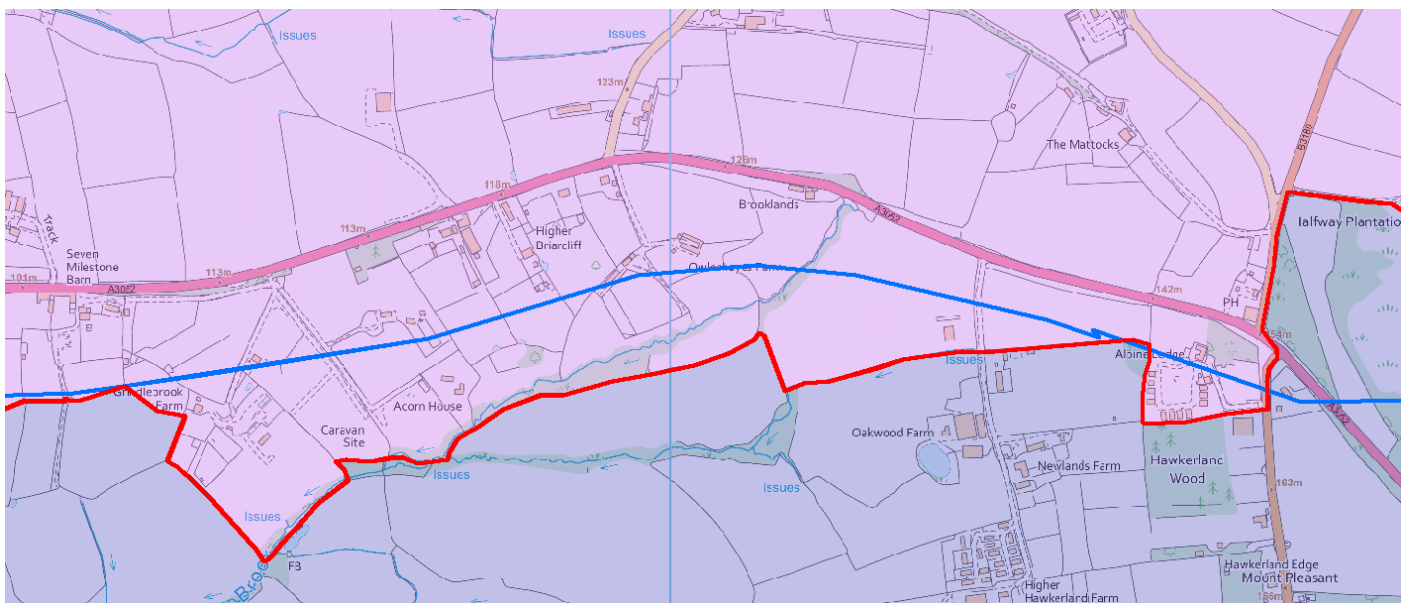
Our doctors are based in Ottery St Mary, so if we ever needed to take a child to the doctors after school this worked well.”

The proposed amendment in this area takes the boundary from the centre of two fields and running through land of the resident's property to run along the A3052 for a short section before running along then B3180. The boundary to the west of this section runs along the rear of properties to the south of the A3052.

Changing the proposal to meet the request from this resident would take the boundary to the southern boundary of this property before meeting the B3180. This would mean no change to admissions priority or transport entitlement.

**Recommendation for Members:** To amend the boundary between Newton Poppleford and West Hill schools (and between Sidmouth College and The King's School), as below.

The admission authorities for West Hill and The King's School will be given the same recommendation.



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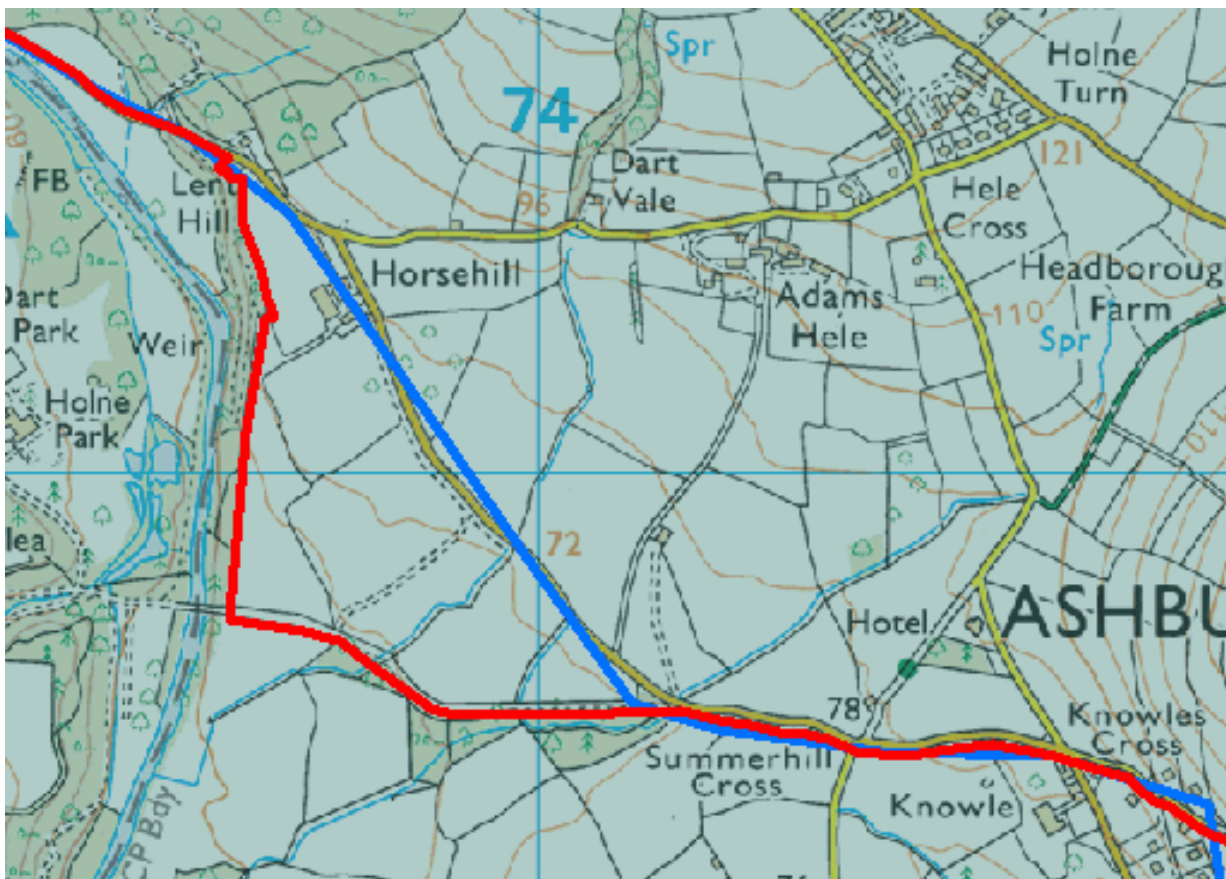
**c) from resident of a property at TQ13 7--. Boundary between Ashburton and Buckfastleigh schools. Secondary school catchment for South Dartmoor Community College.**

"Our property [ ], Ashburton which is an Ashburton telephone number, parish, post code and polling station is 1.4 miles from Ashburton Primary school. We cannot grasp why you want to put us into a catchment area where the Primary school is 4.3 miles away (3 times the distance) with another Primary school in between (Buckfast). Some of Buckfastleigh being in South Hams District Council and Ashburton in Teignbridge. Presumably you would provide free school transport, not ideal for a cash strapped Devon County Council!"

The proposed amendment corrects the boundary which currently runs through a farm and its outbuildings and adjoining fields to run along an adjacent minor road between Ashburton and Poundsgate.

Changing the proposal to meet the request from this resident could take the boundary along footpaths and field boundaries to the west of the road and farm before re-joining the road. This would mean no change to admissions priority or transport entitlement.

Recommendation to the admission authority for the schools involved: To amend the boundary between Ashburton and Buckfastleigh schools, as below.



**d) from resident of a property at EX2 8--. Boundary between St Thomas and Bowhill schools. Secondary school catchment for West Exe School.**

"I am writing in response the letter we received about proposed changes to catchment area boundaries for admissions 2024-25, in which we were informed that our property [ ], which was previously on a boundary line, has been moved from Bowhill and St Thomas to just Bowhill. I would like to feedback that we think it makes more sense for our property to be included in the St Thomas catchment area, and this would also be our preference. Although the old boundary line did touch our property, it was clearly predominantly on the St Thomas side, which to us makes sense as this is our closest primary school. Bowhill (although still relatively close) is twice the walking distance from our property compared to St Thomas. We would therefore like to request that, if our property must be included in only one catchment area, that it is the St Thomas catchment. We hope you will consider this request."

The proposed amendment corrects the boundary which currently runs through this property before linking with Alphington Road.

Changing the proposal to meet the request from this resident could take the boundary along the southern boundary of the property before linking with Alphington Road. This would mean no change to admissions priority or transport entitlement.

Recommendation to the admission authority for the schools involved: To amend the boundary between St Gabriel's and Bowhill schools, as below.





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## e) from resident of a property at EX4 1--. Boundary between St Gabriel's and Bowhill schools. Secondary school catchment for West Exe School.

"I am writing to formally express my dissatisfaction in the changes to school admission boundaries and the change of our road from Bowhill to Redhills.

We reside on Berkshire drive and to get to Redhills primary school it would take us 20 mins minimum to walk and would involve having to walk a main road.

Bowhill primary is far closer and all the children on our street currently attend Bowhill.

The proposed changes for our street make no sense and would mean segregating children who live on opposite sides of the street.

I would be very disappointed in Devon Council if these proposed changes are enforced."

The proposed amendment corrects the boundary which currently runs through several properties in the area between Barley Lane and Dorset Avenue. It allows the boundary to run along roads as close to the current boundary as possible. It runs along the boundary between two properties where necessary to cross from Berkshire Avenue to Croft Chase.

Changing the proposal to meet the request from this resident could take the boundary behind a series of houses and move more properties from St Gabriel's to Bowhill's catchment. This would be less clear to local residents.

It was noted that the potentially affected properties in Berkshire Drive are within the statutory walking distance for children to both schools: The walking distances suggested by Google Maps on mostly flat routes are 0.7 miles, 15 minutes to St Gabriel's and 0.5 miles, 12 minutes to Bowhill. Children living on this road attend six different primary schools.

Recommendation to the admission authority for the schools involved: To amend the boundary between St Thomas and Bowhill schools as consulted, as below.



**f) from resident of a property at EX5 1--. Boundary between Woodbury and Woodbury Salterton schools. Secondary school catchment for Exmouth Community College.**

“I would like to say I am NOT happy with the change in catchment area for my home.

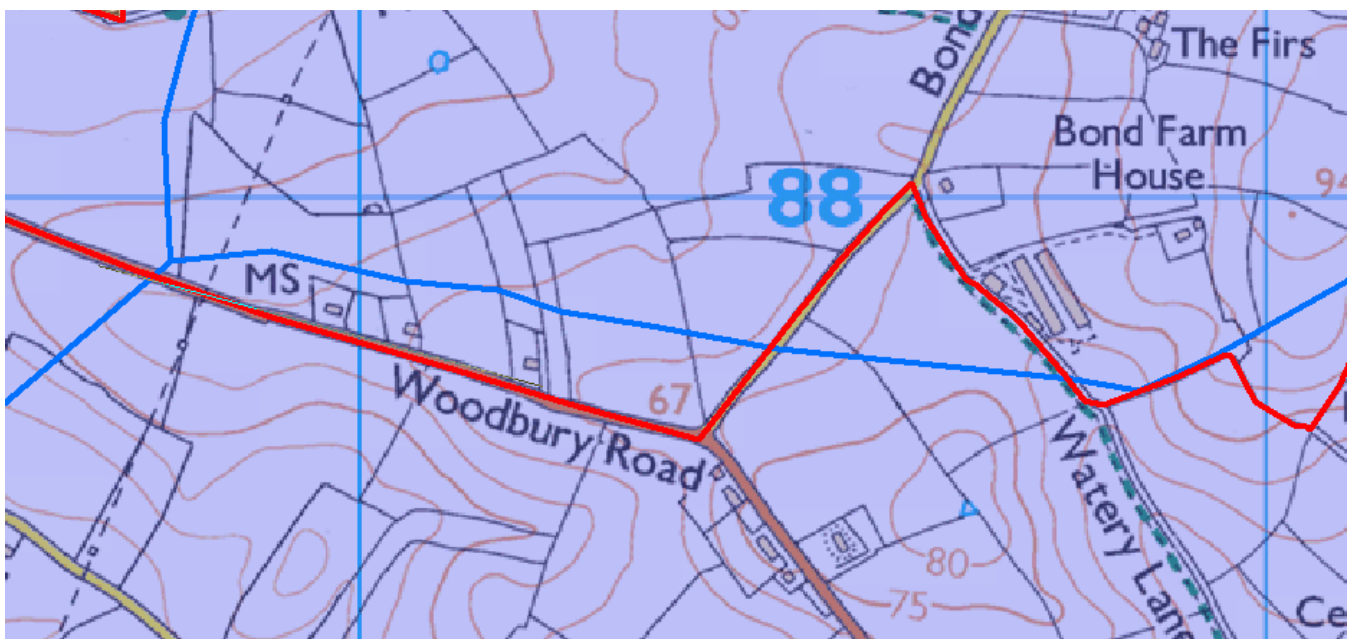
I would like to stay within the parish of Woodbury. It is in closer proximity to us, and we and our home is part of this community NOT Woodbury Salterton.”

The proposed amendment corrects the boundary which currently runs through several fields between the villages of Woodbury and Woodbury Salterton. It allows the boundary to run along Woodbury Road, Bond’s Lane and onto Watery Lane.

Changing the proposal to meet the request from this resident could take the boundary behind a series of houses, up to 0.4 mile from the road. This would be less clear to local residents.

It was noted that the proposal would have no impact on which parish the property lies in. It is in the Woodbury Parish, as are both schools. Parish boundaries are not a determining factor on school catchment areas though may have influenced them as they have developed. The walking distances suggested by Google Maps on mostly flat routes are 0.9 miles, 18 minutes to Woodbury and 1.3 miles, 26 minutes to Woodbury Salterton.

Recommendation to the admission authority for the schools involved: To amend the boundary between Woodbury and Woodbury Salterton as consulted, as below:



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**g) from resident of a property at EX7 9--. Boundary between Gatehouse and Westcliff schools. Secondary school catchment for Dawlish College.**

“I have received a letter stating that the catchment area for my property is now Gatehouse Primary School.

This is simply nonsensical. I can see Westcliff primary school from my house. It’s a 5-10 minute walk away.

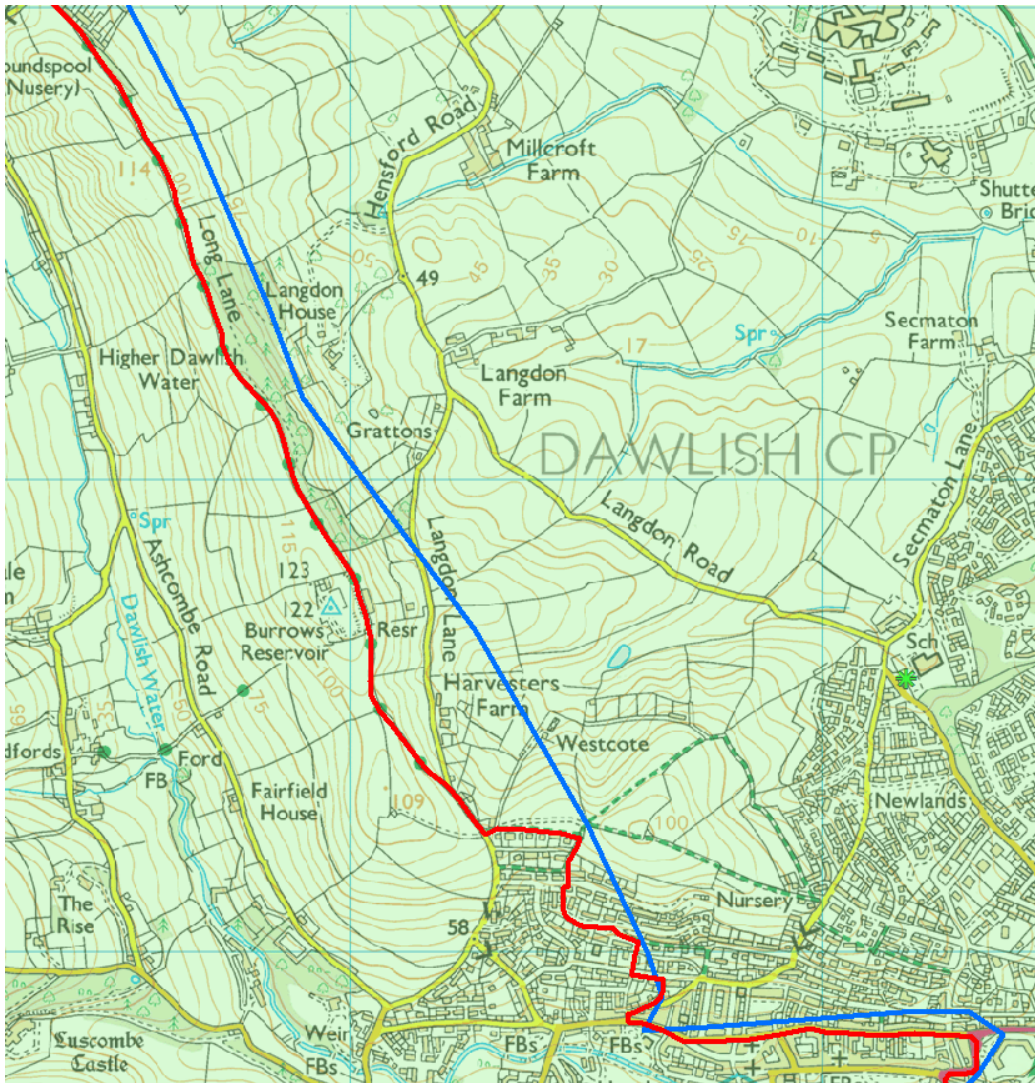
Gatehouse on the other hand is a good 20 minute walk.

My [ ] will be of school age and I strongly encourage you to rethink.”

The proposed amendment corrects the boundary which currently runs through several fields either side of Langdon Lane and then through several properties at Meadow Park and Upper Longlands in Dawlish. It allows the boundary to run along Long Lane, Badlake Hill and Upper Longlands, Park Road and High Street, as close as possible to the current boundary.

It was noted that both schools are within walking distance of all potentially affected properties and there is no impact on transport entitlement. The address was not identified, and it is not possible to comment directly on the actual walking distances. The distances to each school range from 0.5 to 0.9 miles.

Recommendation to the admission authority for the schools involved: To amend the boundary between Westcliff and Gatehouse as consulted, as below:





**h) from resident of a property at EX7 9--. Boundary between Gatehouse and Westcliff schools. Secondary school catchment for Dawlish College.**

“I would like submit my objection to the proposed boundary changes in the Dawlish area.

These changes would have a detrimental negative effect on my young family over the coming years.

Westcliff primary school is a very short walk from our house (we can physically see it) the move to gatehouse would mean we would have to use a vehicle.

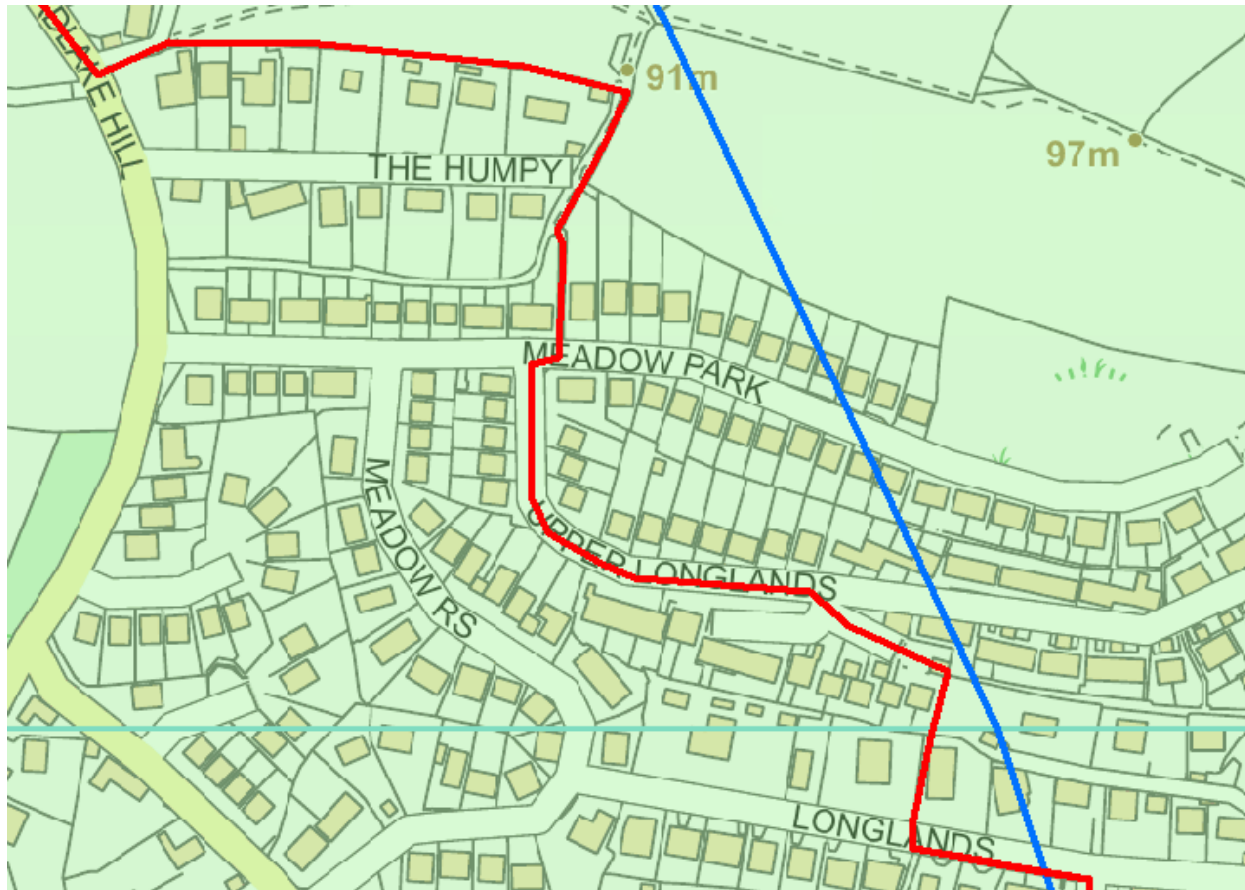
I also have personal issues with gatehouse primary as I went there as a pupil myself and my experiences were highly negative and it still affects me today.

I will fight this proposal with as much legal power as I can muster to ensure my child gets a safe and local education.”

The proposed amendment corrects the boundary which currently runs through several fields either side of Langdon Lane and then through several properties at Meadow Park and Upper Longlands in Dawlish. It allows the boundary to run along Long Lane, Badlake Hill and Upper Longlands, as close as possible to the current boundary.

It was noted that the potentially affected properties are within the statutory walking distance for children to both schools: The walking distances suggested by Google Maps on mostly flat routes are 0.7 miles, 14 minutes to Westcliff and 0.8 miles, 17 minutes to Gatehouse. The walking routes to both schools are within the town of Dawlish and no safety or unsuitability issues have been reported. Langford Road and Elm Grove Road have been assessed for safety as part of a longer route and assessed as suitable.

Recommendation to the admission authority for the schools involved: To amend the boundary between Westcliff and Gatehouse as consulted, as below:



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i) from resident of a property at EX15 2--. Boundary between **Willand** and Halberton schools. Secondary school boundary between Cullompton Community College and Uffculme School (subject to this year's consultation) and Tiverton High School.

"I have just received a letter notifying us that our property address has changed catchment area from Willand catchment to Halberton.

I am extremely unhappy with this change. We have been at the address for 12 years, the address is a Willand address, not Halberton.

We are currently applying for primary schools and soon high schools will this with have a huge impact on.

Please take this as an official complaint and appeal to change our address Back to a Willand catchment.

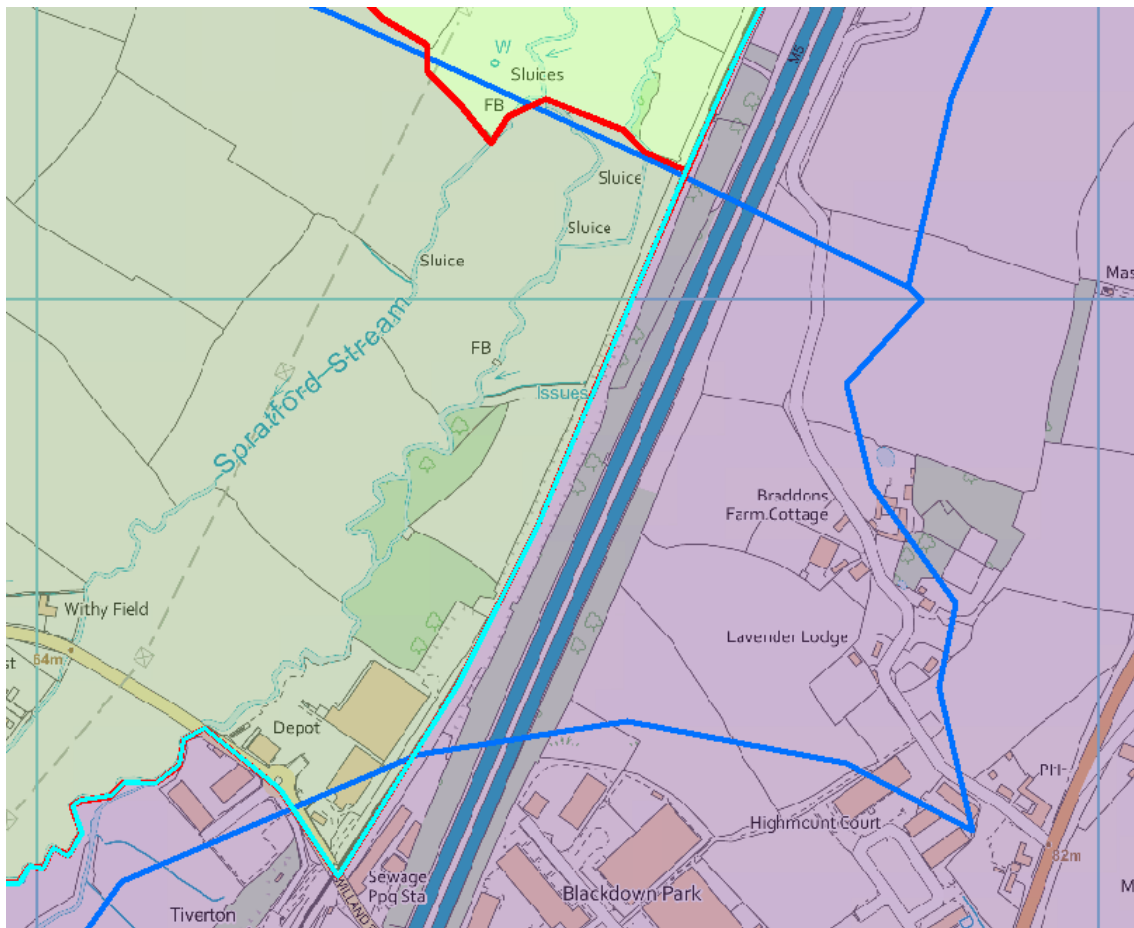
Please respond confirming you have received this email and will implement this change back."

The proposed amendment corrects the boundary which currently runs through fields and then through several properties on the eastern side of the railway and motorway, away from Halberton and Tiverton. It allows the boundary to run along the motorway before joining a watercourse towards the south west, as close as possible to the current boundary.

Changing the proposal to meet the request from this resident could take the boundary along the railway or further north along the watercourse. This would mean no change to admissions priority or transport entitlement.

**Recommendation for Members:** To amend the boundary between Willand and Halberton schools (and between Cullompton (and potentially Uffculme School) and Tiverton High School), as below.

The admission authorities for Halberton Primary School, Cullompton Community College, Uffculme School, and Tiverton High School will be given the same recommendation.



**j) from resident of a property at EX20 3--. Boundary between Hatherleigh and The Clinton schools. Secondary school boundary between Okehampton College and Great Torrington School.**

“I’m writing in response to the proposed change in catchment area of primary school.

It has been proposed that my property [ ], Meeth moves from Hatherleigh to The Clinton I would like to appeal this decision.

I’m a former pupil of Hatherleigh primary school and went onto Okehampton College, with this change in catchment area not only would the primary school choice be affected but also the secondary school, therefore I would have no experience with either of these schools.

I already have family within Hatherleigh primary school so know it is a good school for future children.

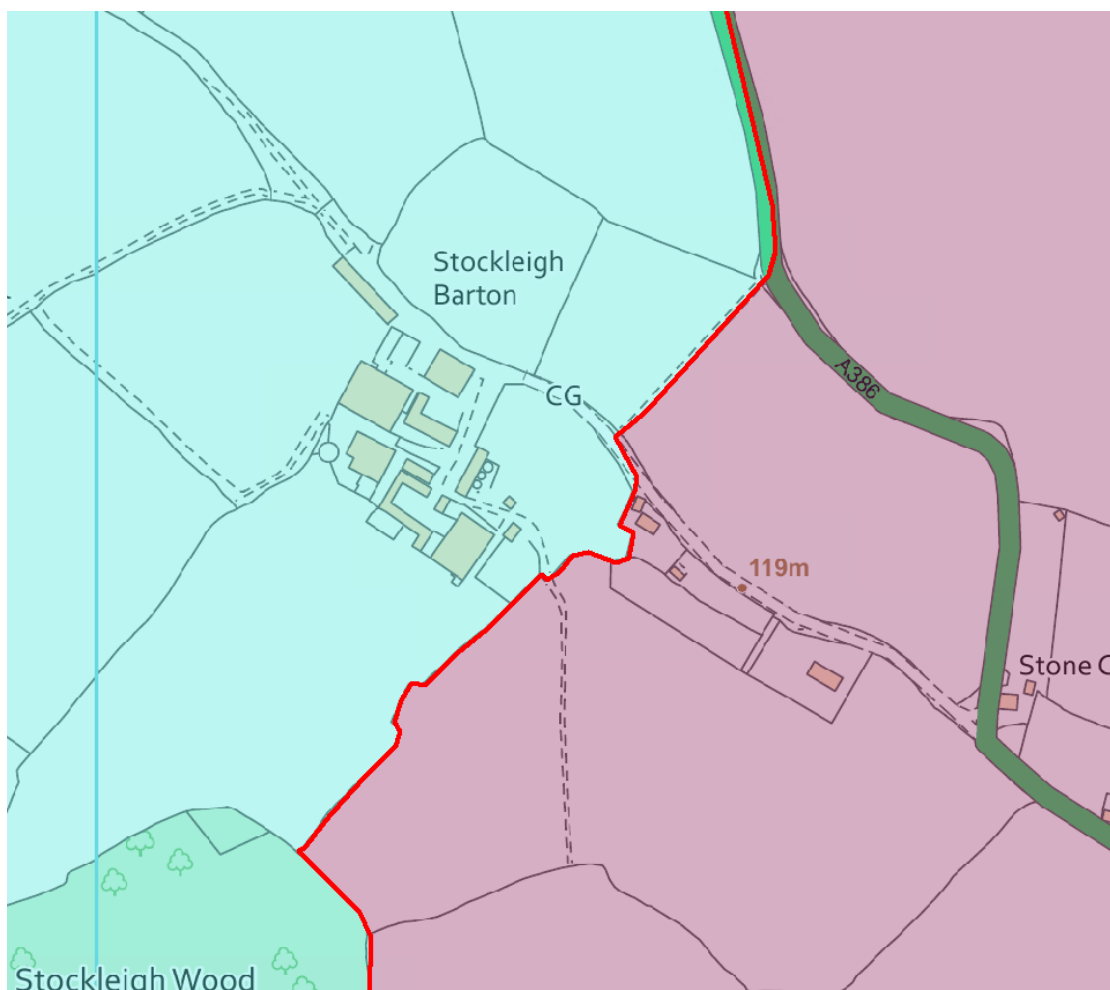
I would also be travelling towards Hatherleigh and Okehampton for work and essentials.”

The proposed amendment corrects the boundary which currently runs through fields and then through the buildings at Stockleigh Barton. It allows the boundary to run along the A386, as close as possible to the current boundary.

Changing the proposal to meet the request from this resident could take the boundary along field boundaries further round Stockleigh wood and across to meet the A386 further north. This would mean no change to admissions priority or transport entitlement.

**Recommendation for Members:** To amend the boundary between Hatherleigh and The Clinton schools (and between Okehampton College and Great Torrington School), as below.

The admission authorities for The Clinton, Okehampton College and Great Torrington School will be given the same recommendation.



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**k) from resident of a property at EX34 0--. Boundary between Berrynarbor and Combe Martin schools. Secondary school catchment for The Ilfracombe Church of England Academy.**

"I have recently received a letter from Devon County Council admissions stating that it is proposed that our property be moved from Berrynarbor to Combe Martin.

This is a concern for us, we have a little one who we are hoping to enlist to Berrynarbor nursery and there on Berrynarbor elementary. Having lived in this village my whole life, this is where I went to school and it would be important to us on both a practical and sentimental perspective that our child is permitted to attend Berrynarbor school, she will also have relatives already attending.

Berrynarbor school is 1mile from us and just a 4 minute drive.

Combe Martin is 3 miles and a 12 minute drive.

Taking into account the distance I believe it would be logical to keep our property within the Berrynarbor catchment.

I hope our perspective is taken into account on this matter.."

The proposed amendment corrects the boundary which currently runs through fields between Berrynarbor and Combe Martin. It allows the boundary to follow a watercourse to the sea and to join the road linking the A3123 and Berrynarbor, as close as possible to the current boundary.

Changing the proposal to meet the request from this resident could take the boundary along field boundaries further southwards to meet the link road further south. This would mean no change to admissions priority or transport entitlement.

**Recommendation for Members:** To amend the boundary between Berrynarbor and Combe Martin schools, as below.



**I) from resident of a property at EX34 9--. Boundary between Berrynarbor and Ilfracombe Infant and Nursery School and Ilfracombe Church of England Junior School. Secondary school catchment for The Ilfracombe Church of England Academy**

“Further to the letter we have received dated 22nd November 2022, we write to STRONGLY OBJECT to the proposal as submitted to remove our home, [ ], together with the immediately adjacent properties from the catchment area of Berrynarbor School to that of Ilfracombe Infants – We moved to this property in January 2007, shortly before the birth of our daughter in [ ]. The property, and more importantly the village, met all our criteria needs for a long-term family home.

Berrynarbor enjoys many benefits, on one of which is an excellent small village school, and pre-school.

Having been resident within the parish of Berrynarbor, and therefore the catchment area for the school, our daughter attended Berrynarbor pre-school and school; prior to her transition to Ilfracombe Academy in 2018. Her primary education has been extremely happy, and she has forged valuable friendships locally, together with a sense of belonging to a community.

The proximity of our home to the village school has previously allowed us to enjoy the easy walk to and from school on the many occasions that we have been able to do so.

Our home is not the only residence within the immediate area that is affected by the current proposal, and neither is it the only property that is a family home.

Since we moved here in 2007, within this enclave of neighbouring properties, a total of six families with children have been resident, with ALL children having attended our local school here in the village.

The implications of the proposed changes would create unacceptable consequences.

All children living within this area would require transport to and from Ilfracombe Lower School, which would therefore become the responsibility of the Authority in terms of organisation and cost incurred, which we believe would be considerable.

In an age where we all have a responsibility to reduce our carbon impact, the unnecessary additional environmental burden of this is a matter of great concern.

Importantly, any children affected would lose the benefits to the physical and mental health and well being that are gained by having the opportunity of walking to school.

Having been fortunate enough for our own daughter to have enjoyed being a pupil at Berrynarbor School, we also have very serious concerns that the proposed alterations could have a deleterious financial impact upon the school with regards to any funding received by the Authority, based upon student admissions.

We have already raised our objection and highlighted our concerns directly with Mrs Susan Carey, Head of Berrynarbor School; and we will additionally be taking the matter with our local Councillors.”

The proposed amendment corrects the boundary which runs through one property and across fields and woodlands to the west of a minor road along Sterridge Valley towards Sterridge. It allows the boundary to follow the road itself, as close to the current boundary as possible.

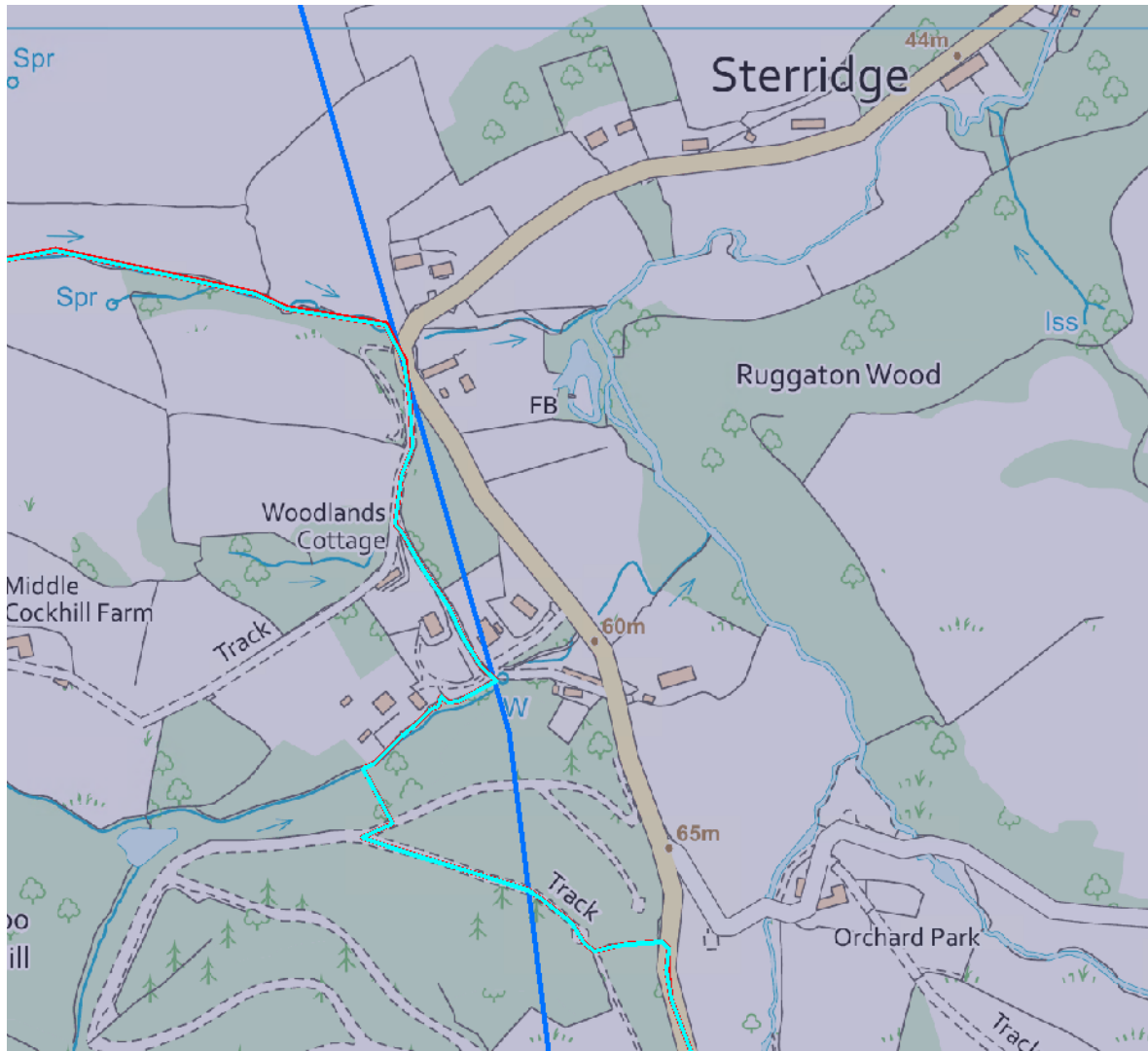
Changing the proposal to meet the request from this resident could take the boundary along an access road and track, diverting the boundary so that there are no catchment changes for the three properties which would otherwise move from Berrynarbor to Ilfracombe Infants / Juniors. The boundary could then follow the road as proposed, to the south of the three properties. This would mean no change to admissions priority or transport entitlement. Three further properties to the west were unaffected by proposals.

**Recommendation for Members:** To amend the boundary between Berrynarbor and Ilfracombe Infant / Juniors schools, as below.



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**m) from resident of a property at EX34 9--. To amend the catchment for Berrynarbor Church of England Primary School to include the entire parish of Berrynarbor.**

“I would like to put forward that the catchment area for Berrynarbor primary school is changed to match the Berrynarbor village parish boundaries to include the whole parish for the local village school.

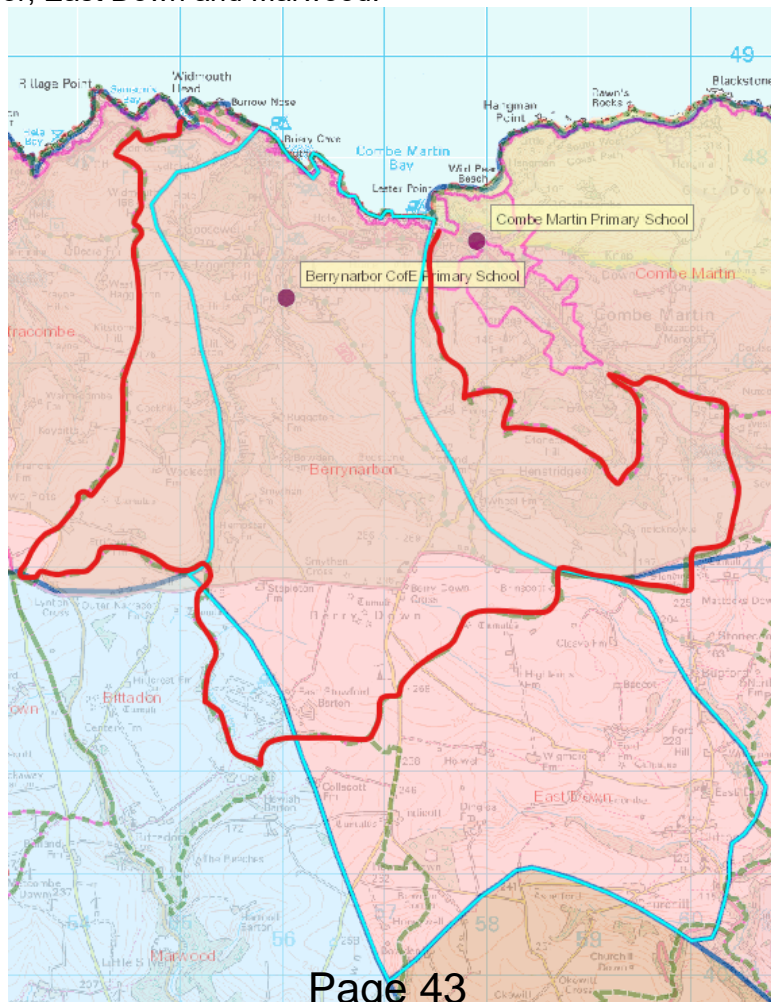
We were lucky to get a place for my older daughter as it wasn't till after applying we realised the school catchment a village boundary are different. I have a second daughter who is only 11 months old and I would like to eliminate the worry of her not being able to attend our local village school which we always thought was our local school. As we live at [ ] which at the moment is not in the school catchment but we do live in the parish of Berrynarbor.

I believe moving the boundary to follow the village boundary would make complete sense at the moment I believe a high number of children get places to Berrynarbor school who don't live in the boundary of the school catchment area or the parish of the village therefore a demand issue can't be a reason for the boundary of the whole village to not be incorporated in to the school catchment area.

I believe there are 3 addresses on our road [ ] who should be included in the catchment area to match the village boundaries (instead of currently being in the Ilfracombe area. ) [ ] I would very much like you to consider this when changing the boundaries of the school catchments this year.”

The consultation did not include a proposal to extend the catchment area for Berrynarbor to include all of the parish of Berrynarbor.

The parish of Berrynarbor is shown in the map below, with a red boundary. It includes part of the school catchments for Berrynarbor, Ilfracombe Infant and Junior schools, Marwood School, and Combe Martin Primary School. The Berrynarbor catchment is shown with a blue boundary. It includes parts of the parishes of Berrynarbor, East Down and Marwood.



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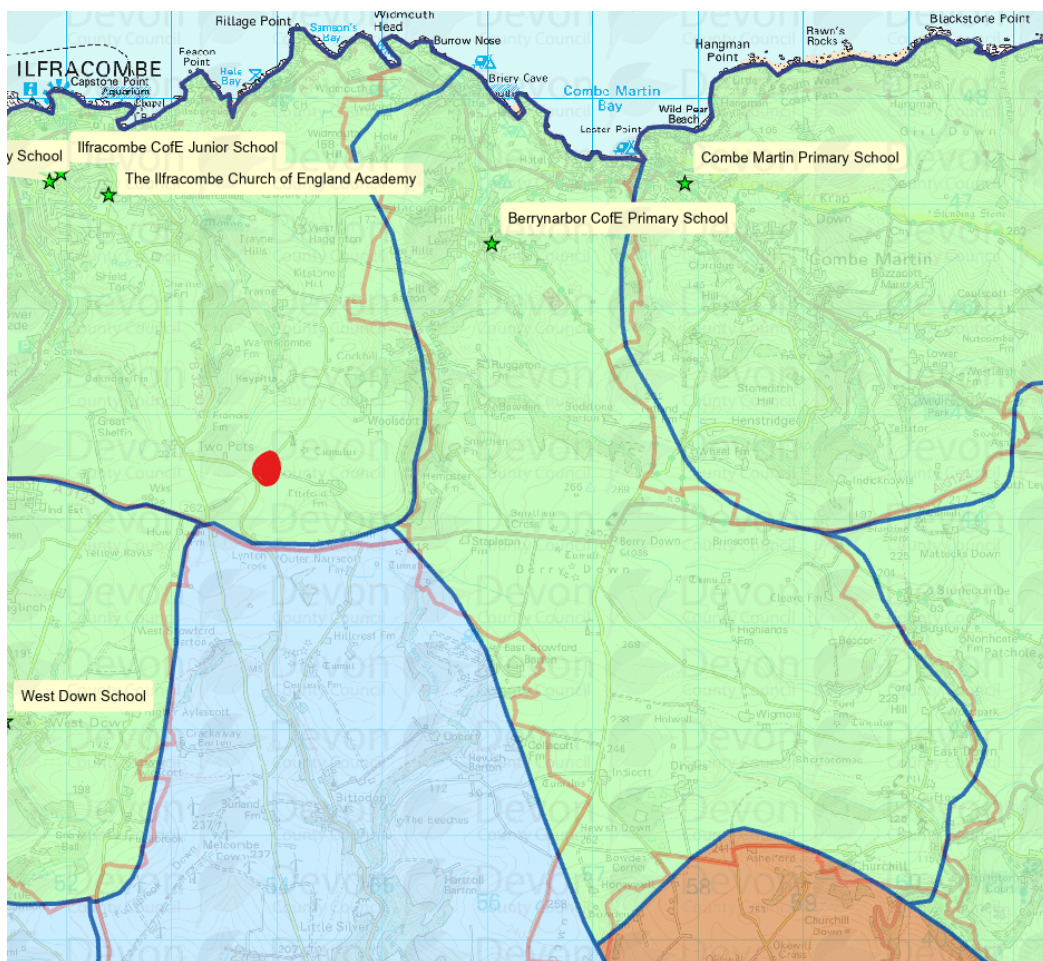
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Parish and other administrative boundaries including postal code areas are not used to determine school catchment areas. While there are historical links, they are not drawn with a common aim that each catchment area will have an appropriate number of children for the size of the school. Parishes do not take into account school locations and the travel distances required for attendance.

The LA promotes a network of school catchment areas such that each property falls within the catchment area of one school. Amendments to one school should be complimented by amendments to the neighbouring school wherever agreement can be reached.

In this instance, the properties involved do not have Berrynarbor as the local school. The nearest school is in Ilfracombe: the infant school is 2.5 miles and the junior school 2.6 miles by the shortest suggested driving route. Berrynarbor is at 3.1 miles.

The area where the resident lives is shown below with a red circle. The current school catchments are shown with blue lines; proposed amendments to catchment area boundaries are shown by red lines.



Changing the catchment area as requested would affect pupil place planning across the area and would introduce an additional financial liability for the LA with a new entitlement to free school transport that does not currently exist.

**Recommendation for Members:** To not extend the catchment area for Berrynarbor as requested.



**n) from resident of a property at EX32 0--. Boundary between Filleigh and South Molton Community Primary School. Secondary school catchment for South Molton Community College**

“I am writing to strongly object to your plans to put move our house Embercombe Lodge Filleigh EX320TQ from the catchment area for Filleigh Primary school to south Molton. Our house was [ ] for the Castle Hill estate so we are in walking distance of the primary school , but not if you go by road via Litchadon Hill towards Aller Cross as your map. In these days of going ‘ green’ wouldn’t it be better not to have to rely on a bus to collect any children that may live at this address .? ( hopefully our grandchildren) . We would hope you will allow any children living here to go to a filleigh School and to support the village in the future”

and

**from parish councillor for Filleigh. Boundary between Filleigh and South Molton Community Primary School. Secondary school catchment for South Molton Community College**

“As a Parish councillor for Filleigh I have been asked to write to you regarding your proposal to move houses from Filleigh primary school catchment area to South Molton. One of the residents at [ ] is particularly anxious, especially as there are two properties in her lane but only one had the letter regarding proposed boundary changes. This could cause problems in the future .they are a pair of isolated dwellings ( as is [ ] nearby ) and children may end up with different friendship groups if they were split into different schools. [ ] are part of the Castle hill estate and both are in walking distance of Filleigh School .

At our parish council meeting on 13th December , councillors unanimously agreed that the houses in the village should stay in the catchment area of the Filleigh school , the future of the school and the village must not be put in jeopardy if families looking to move here cannot guarantee a place for their children and we cannot risk a reduction of numbers of pupils at our school.“

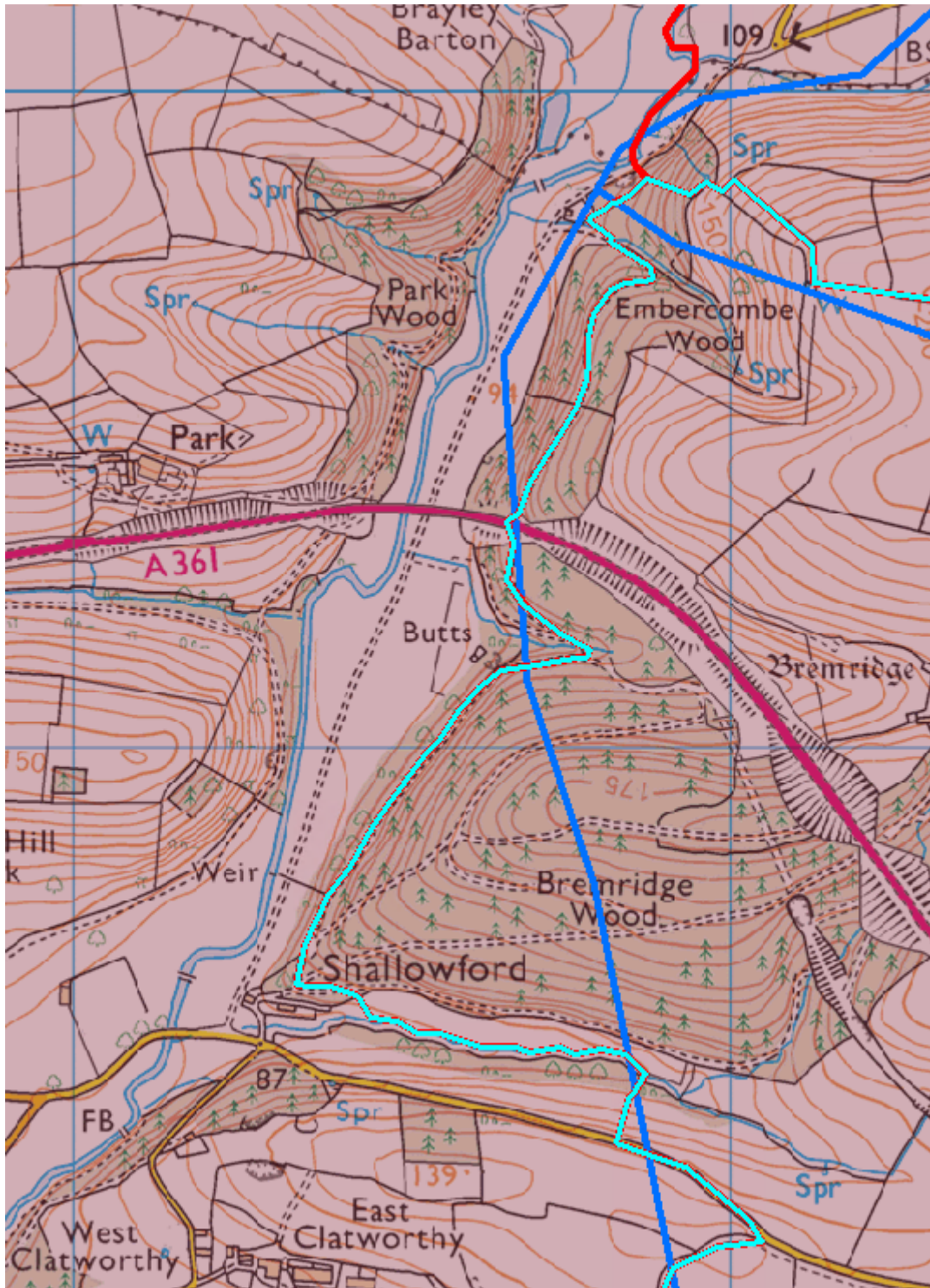
The proposed amendment corrects the boundary which runs across fields and woodlands to the east of the River Bray. It allows the boundary to follow the River itself, as close to the current boundary as possible.

Changing the proposal to meet the request from this resident could take the boundary along tracks through Embercombe and Brembridge Woods, diverting the boundary so that there are no catchment changes in the area. This would mean no change to admissions priority or transport entitlement. Three further properties to the west were unaffected by proposals.

**Recommendation for Members:** To amend the boundary between Filleigh and South Molton Community Primary schools, as below.

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**o) Uffculme Academy Trust is the admission authority for Uffculme School. It has proposed to extend its catchment to include Willand School's area and to name it as one of its linked feeder schools for admissions purposes. The following responses have been received.**

"My older son went to uffculme school and I would very much like for my younger son to also attend in a few years when it's his turn for secondary school.  
I would therefore like Uffculme school to be included in the Willand catchment area."

"Thank you so much for providing a copy so that I am fully informed. As such, I wish to restate my support for the inclusion of Willand into the catchment area for Uffculme school. Thank you for the opportunity to comment."

The following was received separately from two parents:

"As a parent of children at Willand School I am informed that there is currently a consultation open on the admissions policy. The proposal is that Willand School will be in the catchment areas for both Cullompton Community College and for Uffculme School and will be a feeder school for both. The consultation runs from 1st November 2022 to 6th January 2023.

I would like to offer my full support for the proposal. As Willand School is located geographically so close to Uffculme School it makes complete sense and would provide parents with a greater degree of choice for secondary schools. It is often a source of contention that those living in Willand with Uffculme being their nearest secondary school are not able to benefit from Willand being a feeder school to Uffculme."

"Please consider this email in support of the changes that will allow Willand and Willand School to become catchment and a direct feeder school for Uffculme High school.  
We are very much in favour of these changes."

Where an own admission authority school extends its catchment area, the LA should take a view on whether this might breach the requirement of the School Admission Code that its admission arrangements are lawful and fair. Decisions about its catchment and feeder school priorities are for the academy trust to make. Officers have advised the Trust to monitor the impact on future applications, particularly from in catchment children to the east of the catchment area. They live relatively far from the school and may be disadvantaged by the inclusion of children from Willand. Nevertheless, while there may be in area over-subscription, the Willand area is contiguous and close to Uffculme and so is not unreasonable or unfair. Most, but not all, addresses in the Willand catchment are within walking distance to Uffculme and would not have a new entitlement to free transport on catchment school grounds. There are no grounds to formally object to the proposed change.

There is no requirement for Cullompton Community College to reduce its own catchment or to remove Willand from its own list of linked feeder primary schools.

It is for the LA to recognise an extended or new catchment area for the purposes of entitlement to free transport on catchment grounds. Devon has not previously recognised an extended catchment where there is already a catchment school for the address.

This will be reviewed in subsequent years as it becomes clear what changes there may be in parental preference.

**Recommendation for Members:** there are no grounds to refer an objection to the Office of the School Adjudicator against the proposed amended arrangements for Uffculme School.

**Recommendation for Members:** the catchment school for the purposes of entitlement to free transport on catchment school grounds for Willand continues to be Cullompton Community college.



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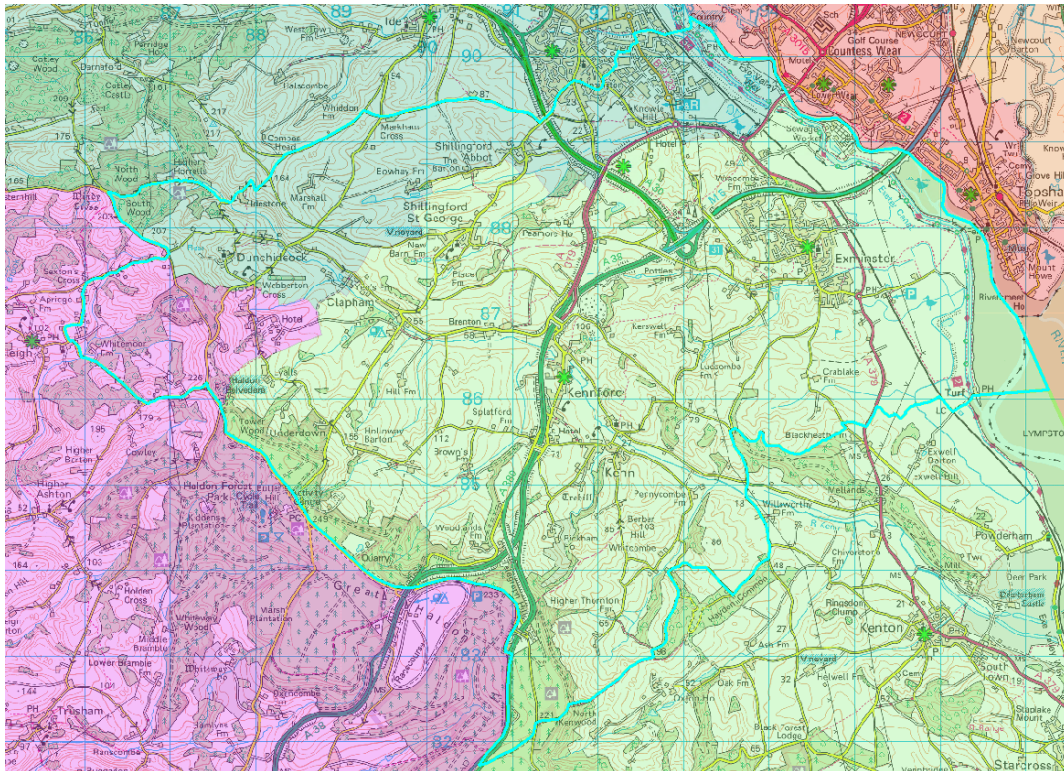
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p) The Ted Wragg Trust is the admission authority for Matford Brook Academy (MBA). It has proposed to introduce a catchment area for its primary and for its secondary phase from September 2023. The secondary school catchment will overlap the catchment areas of Dawlish College, West Exe School and Teign School.

The primary school catchment will overlap the catchment areas of Alphington Primary school, Exminster Community Primary School, Ide Primary School and Kenn Church of England Primary School.

For most addresses in the MBA secondary school catchment, it will be the closest school. Where the home to school distance is greater than the maximum walking distance, there will be a transport entitlement on nearest school grounds. The transport entitlement to the other three schools on catchment school grounds will remain in place as the single catchment school recognised by the LA for this purpose.

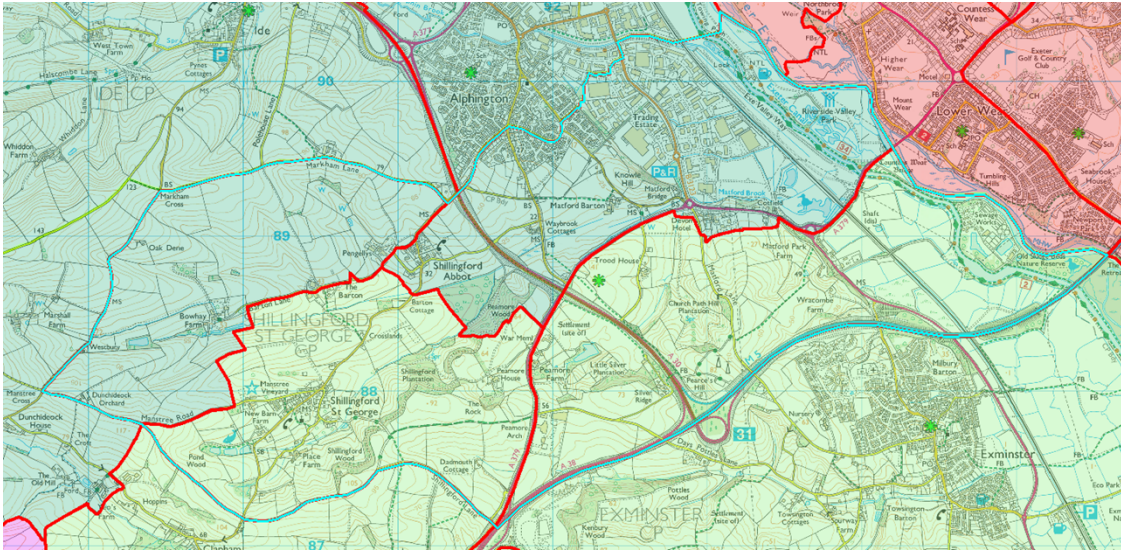
This will be reviewed in subsequent years as it becomes clear what changes there may be in parental preference.



**Recommendation for Members:** the catchment schools for the purposes of entitlement to free transport on catchment school grounds for the area within the secondary school phase catchment for Matford Brook Academy continue to be Teign School, West Exe School, and Dawlish College.

For some addresses in the MBA primary school catchment, it will be the closest school. Where the home to school distance is greater than the maximum walking distance, there will be a transport entitlement on nearest school grounds. The transport entitlement to the other four schools on catchment school grounds will remain in place as the single catchment school recognised by the LA for this purpose.

This will be reviewed in subsequent years as it becomes clear what changes there may be in parental preference.



**Recommendation for Members:** the catchment schools for the purposes of entitlement to free transport on catchment school grounds for the area within the primary school phase catchment for Matford Brook Academy continue to be Alphington, Exminster, Ide and Kenn primary schools.

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## Appendix Three – 2024-25 Normal Round and In year Coordination Summary of Changes and proposed policies

The policy documents can be viewed within the Co-ordinated Admissions Schemes folder at <http://devon.cc/lapolicies>:

- Proposed **2024-25** Normal Round Admissions Scheme.
- Proposed **2024-25** In-Year Co-ordinated Admissions Scheme

**Recommendation for Members:** to approve the amendments to the normal and in-year co-ordinated admission schemes detailed below.

1. Amendments to wording are highlighted in red text.
2. Dates have been rolled forward for the new academic year.
3. Dates for selective testing for schools and their outcomes will be inserted when the respective policies have been determined.
4. Amended at section 3.3 (normal round scheme) to clarify that when allocating a place at the normal round when parental preference cannot be met, the LA will look to the closer catchment school where there is more than one catchment school.
5. Amended at section 3.4 (normal) to clarify that the admission authority for a school may decide that it is not in a child's best interests to be taught out of the chronological year group.
6. Amended at section 4.2 (normal and in-year scheme) to clarify that parents are invited to give reasons for a preference if they wish to do so: they are not required to give reasons.
7. Amended at section 4.9 (in-year) to confirm that a school may refuse admission on the grounds that a child has been permanently excluded twice.
8. Amended at section 6.3 (in-year) new section to provide for parental disputes and conflicting parental preference. An offer will not be made in response to an application by a non-resident parent against the wishes of the resident parent.
9. Amended at section 10.2 (normal) to clarify that each sixth form sets its own closing date for normal round applications.
10. Amended at section 11.2 (in-year) to alter the length of time for schools to return a decision whether a place can be offered.
11. Amended at section 12.1 (normal) and at 16.1 (in-year) to remove provision for an application not to be accepted for a place out of the child's chronological year group. Parents may apply, even if the outcome will be a refusal on the grounds that the admission authority believes it would not be in the child's best interests.
12. Amended at section 12.1 (normal) to confirm that a school may refuse admission on the grounds that a child has been permanently excluded twice.
13. Amended at section 12.4 (in-year) to make provision for more than one school representative to take part in a Hard to Place Panel.
14. Amended at section 12.8 (in-year) to clarify that measurements for Hard to place cases will be as for transport entitlement, not admission straight-line measurements.
15. Amended at section 15.4 (normal) to set out that the LA will contact all primary schools with a list of known pupils who are taught in year 5 but are of year 6 age. This is to ensure that transition to secondary school



## Appendix Three – 2024-25 Normal Round and In year Coordination Summary of Changes and proposed policies

as an offset-taught child has been considered and that there is discussion with likely secondary school destinations.

16. Amended at section 18.1 (normal) and at 21.1 (in-year) to clarify that the address that will be accepted for a child is where he or she is considered to be ordinarily resident.
17. Amended at section 18.4 to insert worked examples of waiting list issues.
18. Amended at section 18.6 (normal) and 21.6 (in-year) to clarify that where an offer is withdrawn on the grounds of fraudulent or intentionally misleading information, it will be reconsidered in the light of new information.
19. Amended at section 20.2 (normal) and at 23.2 (in-year) to clarify that parents must assure themselves that their child is entitled to access education in England; schools should refer any child it believes is not so entitled to the Home Office.
20. Amended at section 30.1 (normal) and at 31.1 (in-year) to update information – subject to the anticipated conversion of Sidmouth College to academy status, there will be no community or VC schools in Devon; admissions applications are not delegated to sixth forms. Applicants must contact settings directly.
21. Amended at section 30.3 (normal) to clarify that internal and external candidates for normal round admission to sixth form must be given the same form to express their interest in specific courses.
22. Amended at section 30.2 (in-year) to clarify that an Admission Number is a guide to when a school may be full.
23. Amendment in the glossary: Common application form D-CAF6: to remove reference to in-year admission being deferred to the beginning of the next term.
24. Amendment in the glossary: Deferred admission: new entry inserted.
25. Amendment in the glossary: Prejudice to efficient education: additional paragraph inserted to provide for mixed year group classes and the roll-forward impact for the next academic year.
26. Amendment in the glossary: Pupil Premium: description of eligibility for Pupil premium funding inserted.
27. Amendment in the glossary: Sibling: reference to a sibling having been offered in-year admission **at the beginning of the next term** removed.
28. Amendment in the glossary: Supplementary Information Form (SIF): the word **also** added to emphasise that an application form must be completed even where a SIF has been completed.
29. Amendment to Appendix 3, 4: Oversubscription criteria definition of staff updated to make a clearer distinction between two types of eligibility.
30. Amendment to Appendix 5: noting there are no community or VC secondary schools in Devon, subject to academisation of Sidmouth College.
31. Amendment to Appendix 8: new table comparing dates for primary admissions schemes across south-west LAs (data to be added after determination by other LAs).
32. Amendment to Appendix 9: new table comparing dates for secondary admissions schemes across south-west LAs (data to be added after determination by other LAs).

# Agenda Item 8

## Appendix Four - Timetable for the admissions cycle

Statutory dates are in bold.

	Action	Action by
<b>15 January 2023</b>	Deadline for timely applications for the normal round of admissions to primary, infant and junior schools.	Admissions service
<b>31 January 2023</b>	Deadline for the completion of the consultation on proposed admission arrangements	Admission Authority
<b>28 February</b>	All policies to be formally determined – including the date of determination in the Policy version section.	Admission Authority
<b>28 February</b>	Appeals timetable to be published	Admissions Service Admissions authority
<b>1 March</b>	National Offer Day for the normal round of admissions to secondary schools.	Admissions Service
<b>15 March</b>	All policies to be published on school websites All faith policies to be forwarded to Diocese All policies to be forwarded to LA Policy Officer.	Admission Authority
<b>17 April</b>	National Offer Day for the normal round of admissions to primary, infant and junior schools.	Admissions Service
<b>By 15 May</b>	Deadline for objections to the OSA	
Summer term 2023	Review content and presentation of policies for <b>2025-26</b>	Admissions Service
By 1 August	All faith own admission authority schools will receive a suggested new document for consideration	Admissions Service
By 1 September	All other own admission authority schools will receive a suggested new document for consideration	Admissions Service
By 30 September	Faith schools to meet and agree a proposed policy then forward to Diocese (CE confirmed timescale)	Admission Authority
31 October	Deadline for timely applications for the normal round of admissions to secondary schools.	Admissions Service
By 31 October	Diocese to forward proposed policies to LA Policy Officer	CE Diocese Catholic Diocese (if required)
By 31 October	All other own admission authority schools to return proposed policies to LA Policy Officer	Admission authority
1 November	LA-hosted consultation live for proposed admission arrangements for <b>2025-26</b>	Admissions Service
12 January 2024	LA-hosted consultation ends	Admissions Service
<b>31 January</b>	Deadline for the completion of the consultation on proposed admission arrangements	Admission Authority
<b>29 February</b>	All policies to be formally determined – including the date of determination in the Policy version section.	Admission Authority
<b>29 February</b>	Appeals timetable to be published	Admissions Service/Authority
<b>15 March</b>	All policies to be published on school websites All faith policies to be forwarded to Diocese All policies to be forwarded to LA Policy Officer.	Admission Authority
<b>By 15 May</b>	Deadline for objections to the OSA	



## Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Below are maps of the **2023-24** catchment boundaries shown in dark blue and the recommended **2024-25** boundaries are shown in light blue. Red lines are the boundaries of other schools. These maps were included in the individual admissions policies for schools that were consulted on.

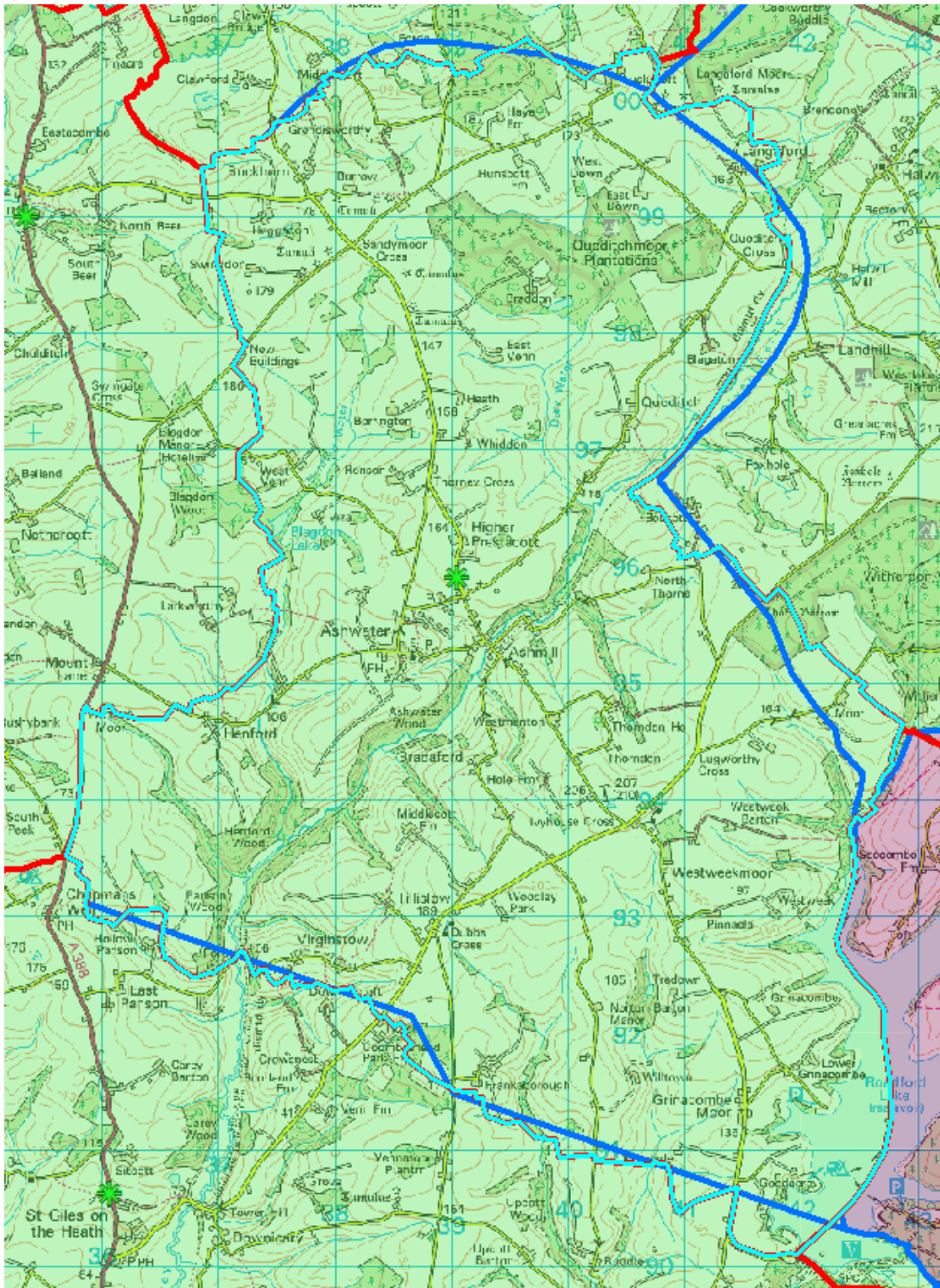
Maps are screenshots from the Devon school area mapping system at [DCC School Designation Areas - 2023-2024 \(devon.gov.uk\)](https://www.devon.gov.uk/dcc-school-designation-areas-2023-2024)

Recommendation: to approve the catchment boundary changes as part of individual admission policies. Please see additional information in the report at “**Appendix 2 Consultation responses to Changes to Catchment Area**” where responses to the consultation have been received for specific schools:

Berrynarbor Church of England Primary School  
Countess Wear Community School  
Hatherleigh Primary School  
Ilfracombe Infant and Nursery School  
Ilfracombe Church of England Junior School  
Newton Poppleford Primary School  
Sidmouth College  
South Molton Community Primary School  
Willand School  
Wynstream School

Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

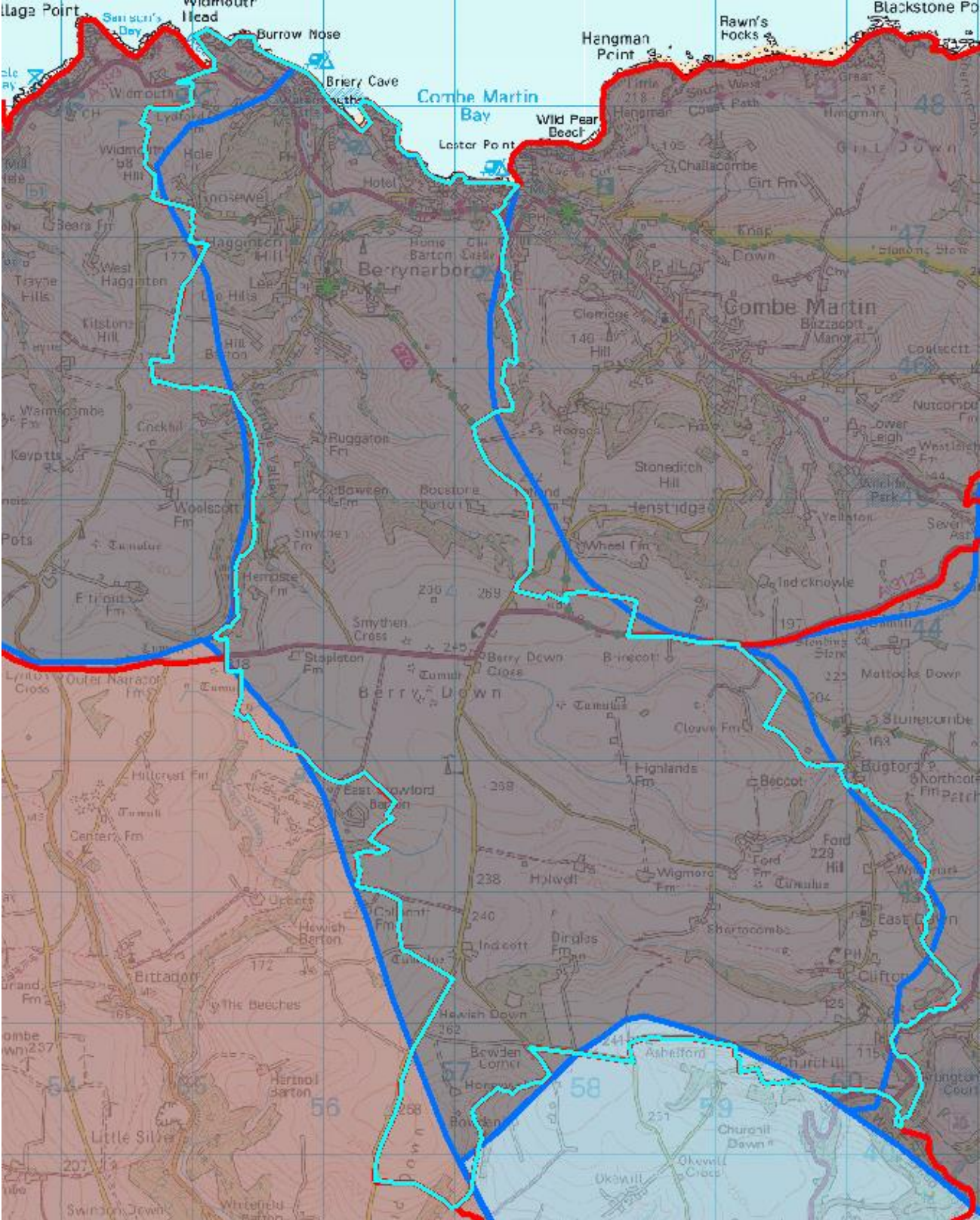
Ashwater Primary School



Berrynarbor Church of England Primary School



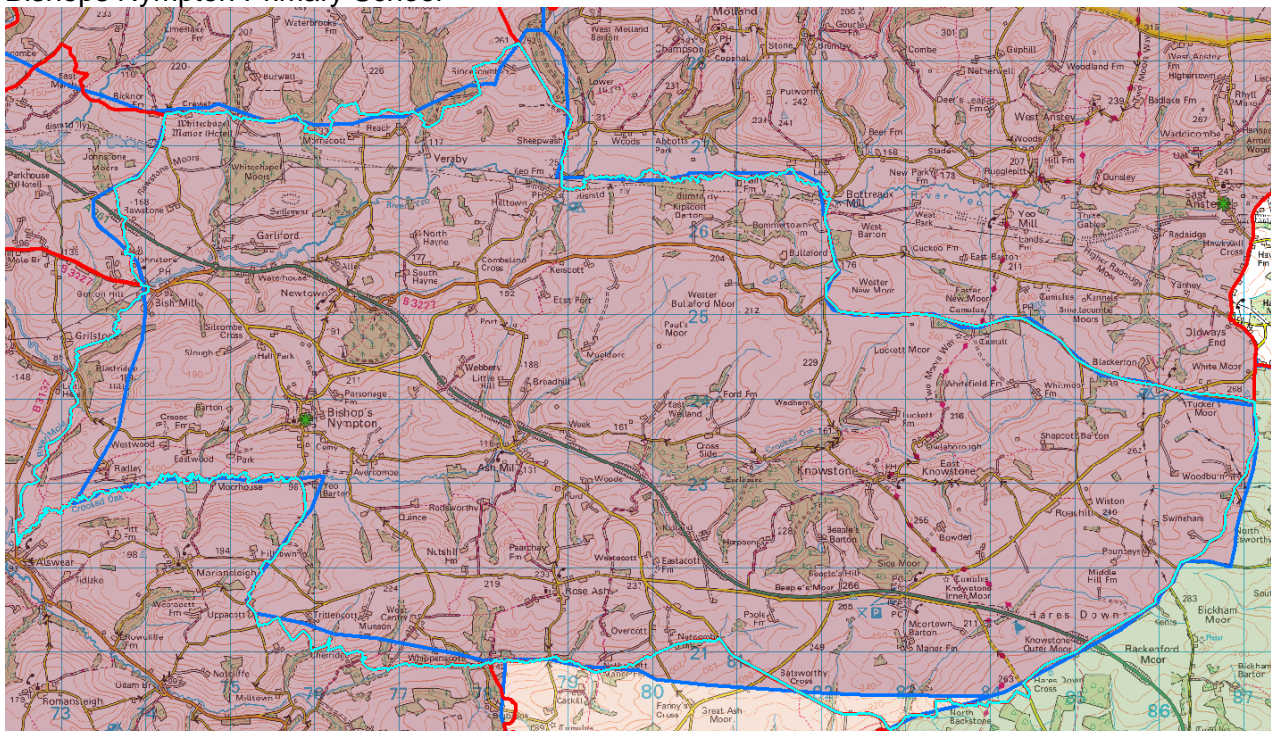
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools





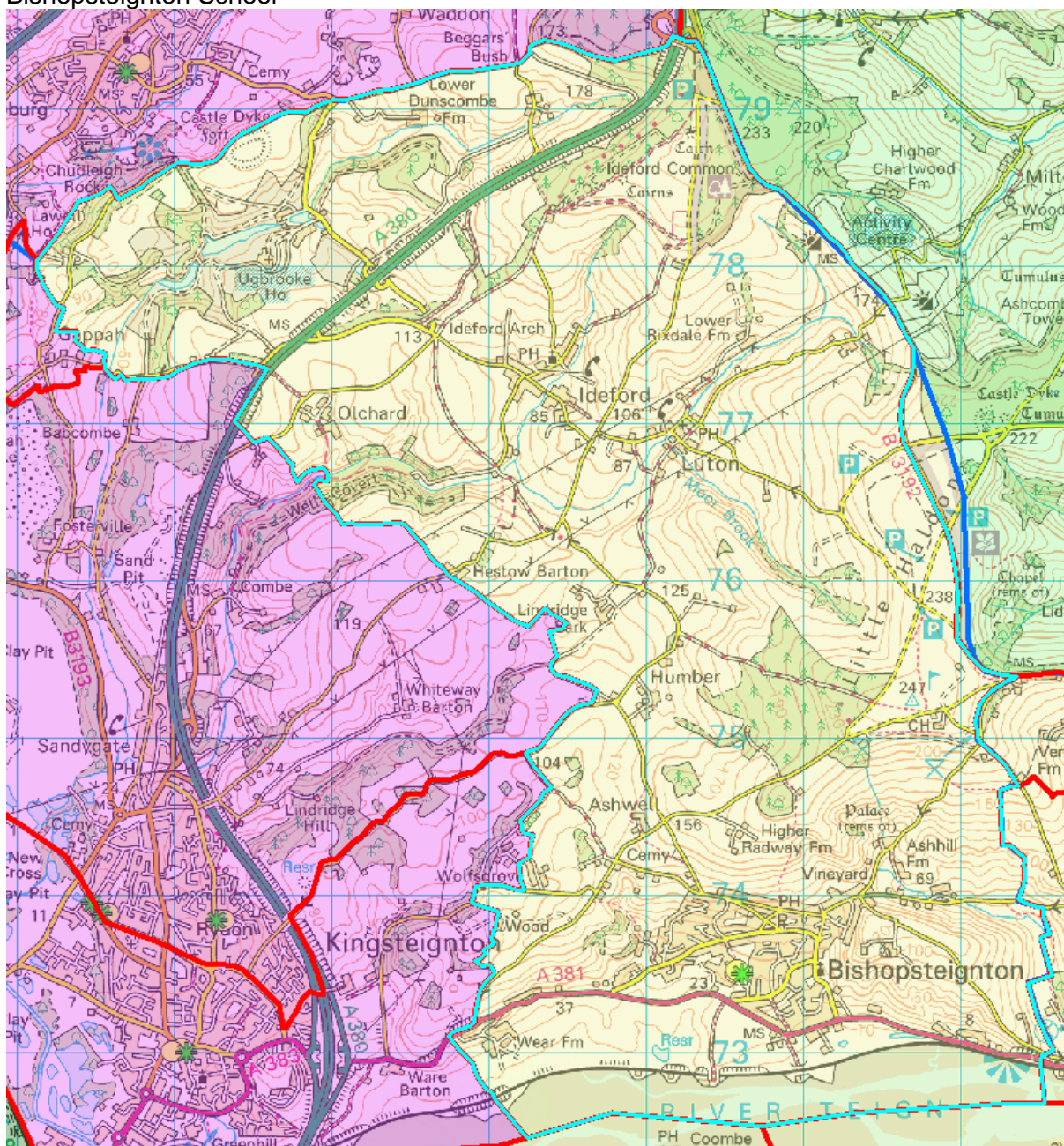
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Bishops Nympton Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

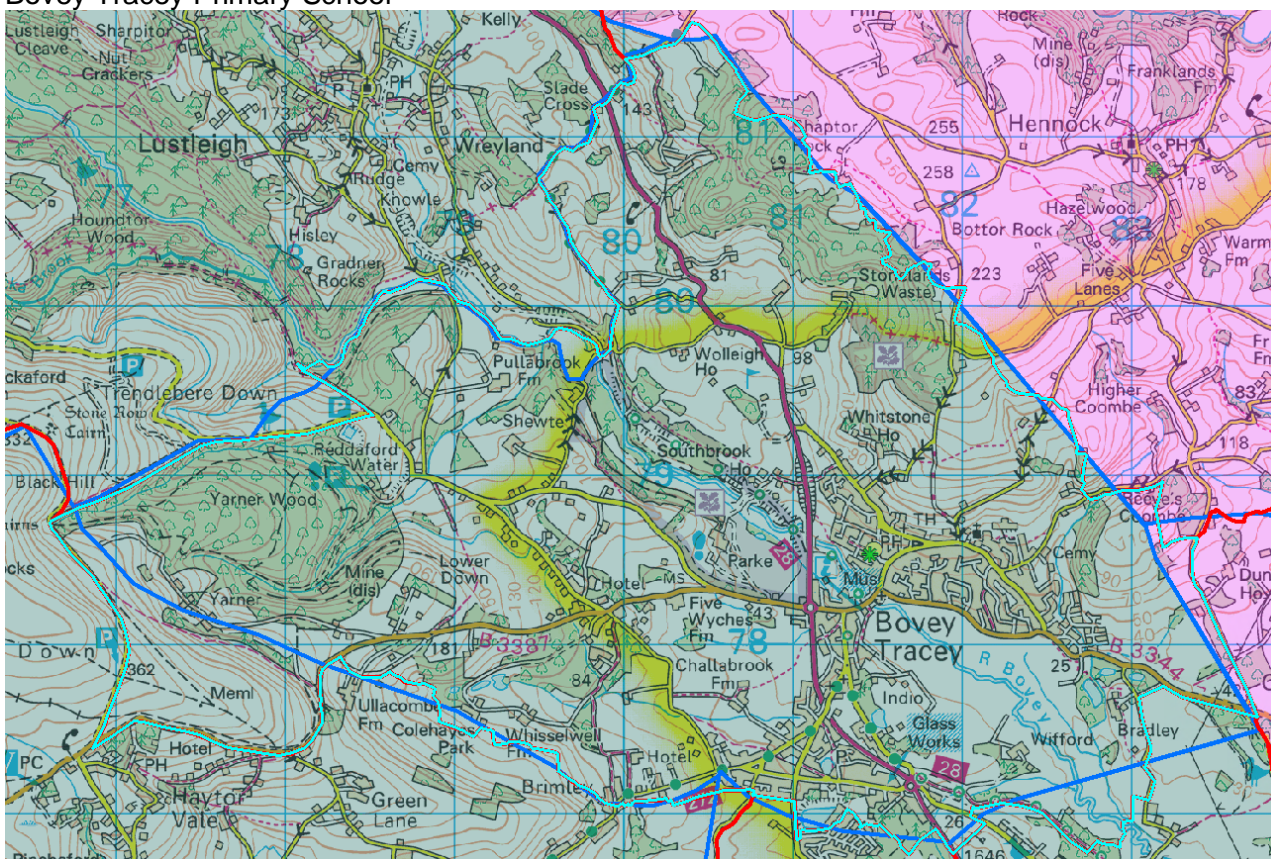
Bishopsteignton School





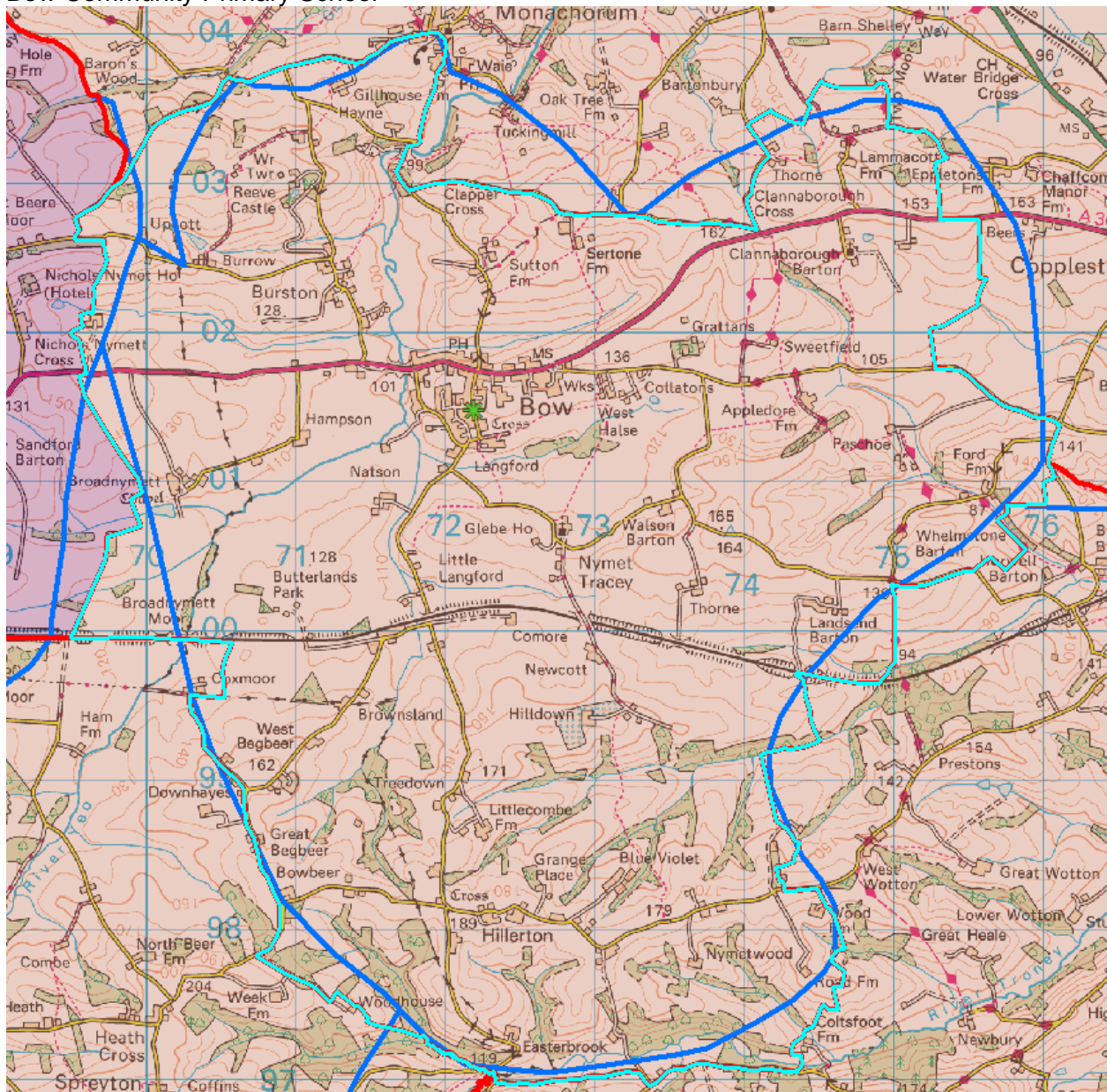
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Bovey Tracey Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

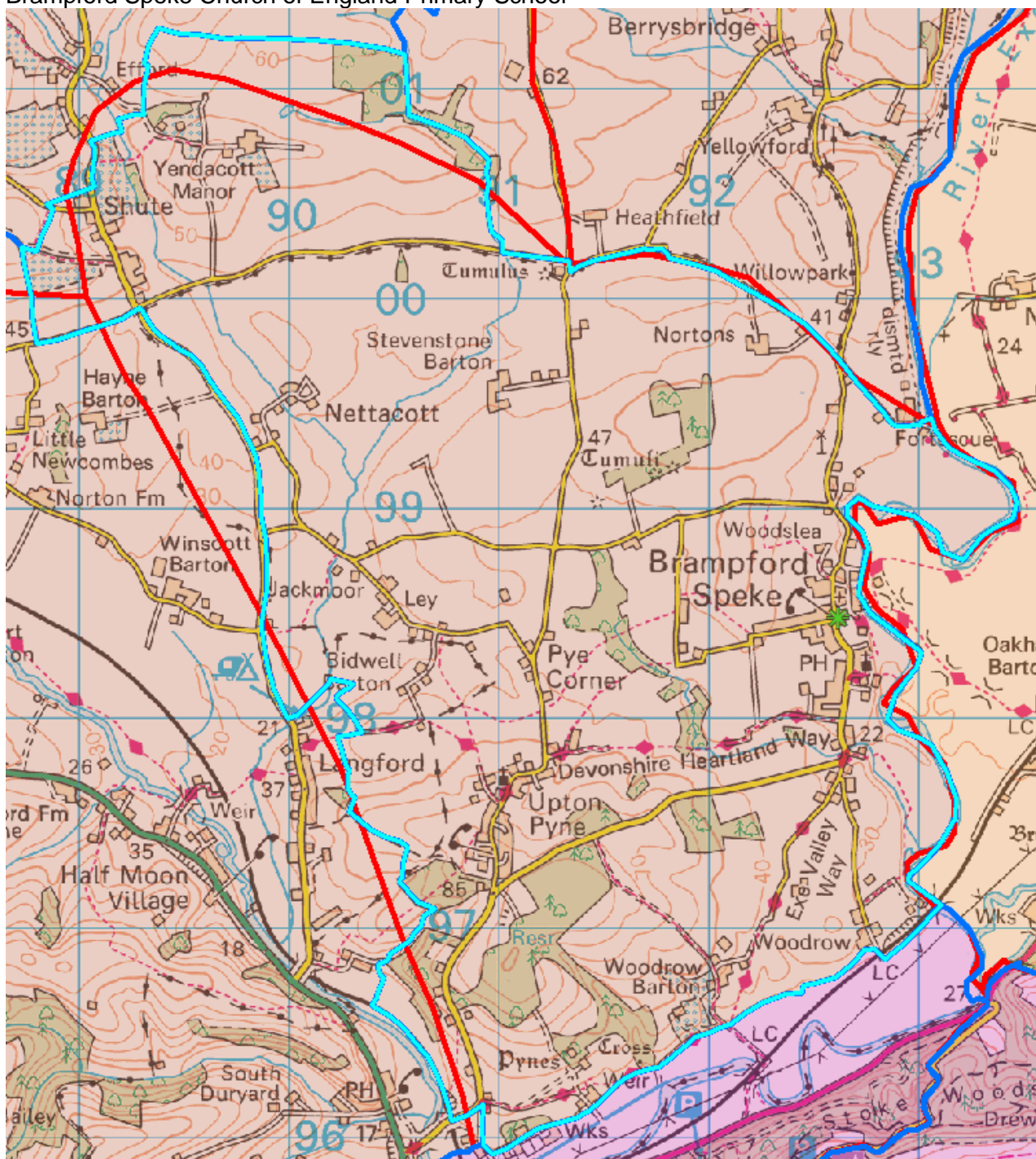
Bow Community Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

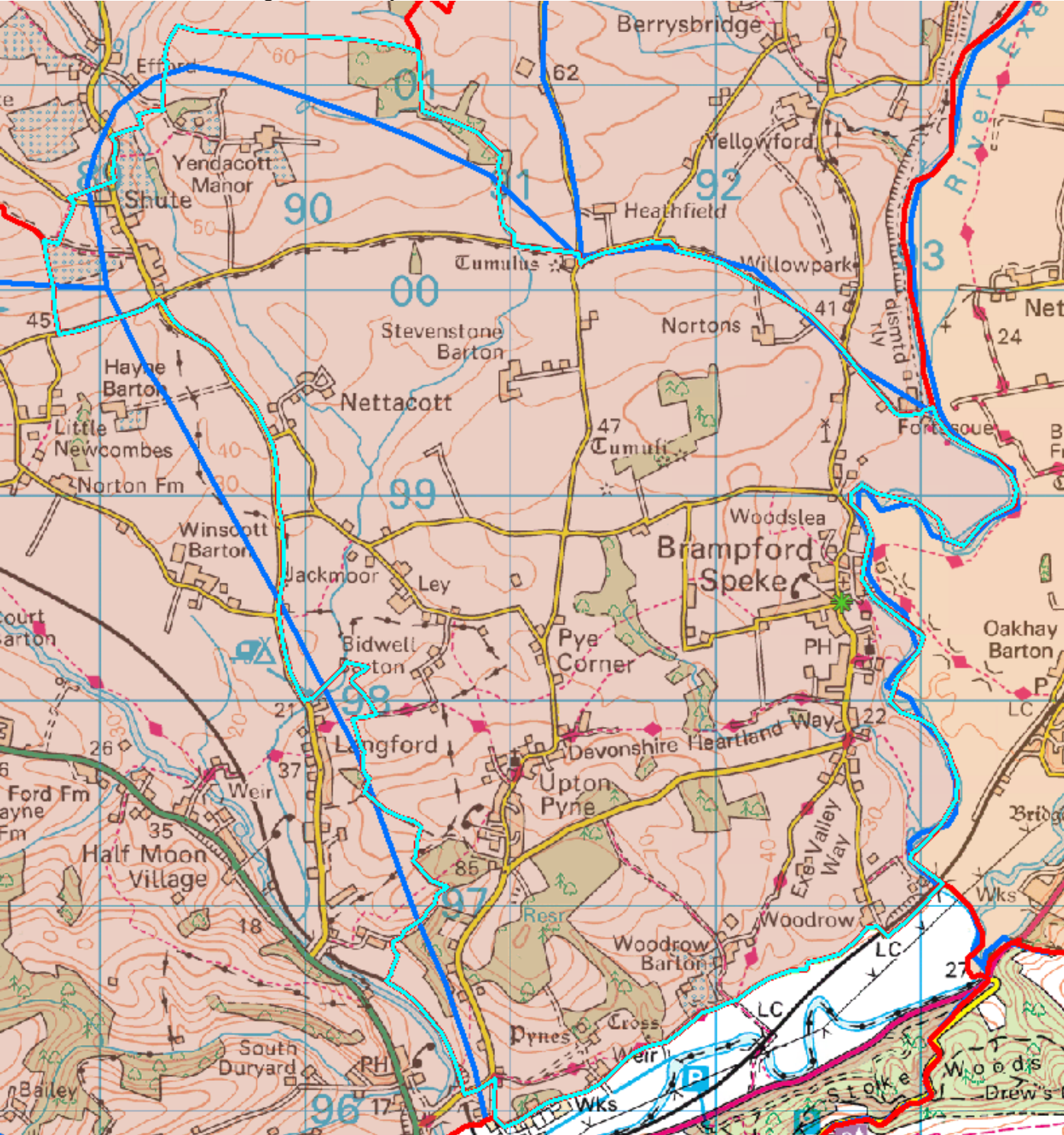
Bramford Speke Church of England Primary School





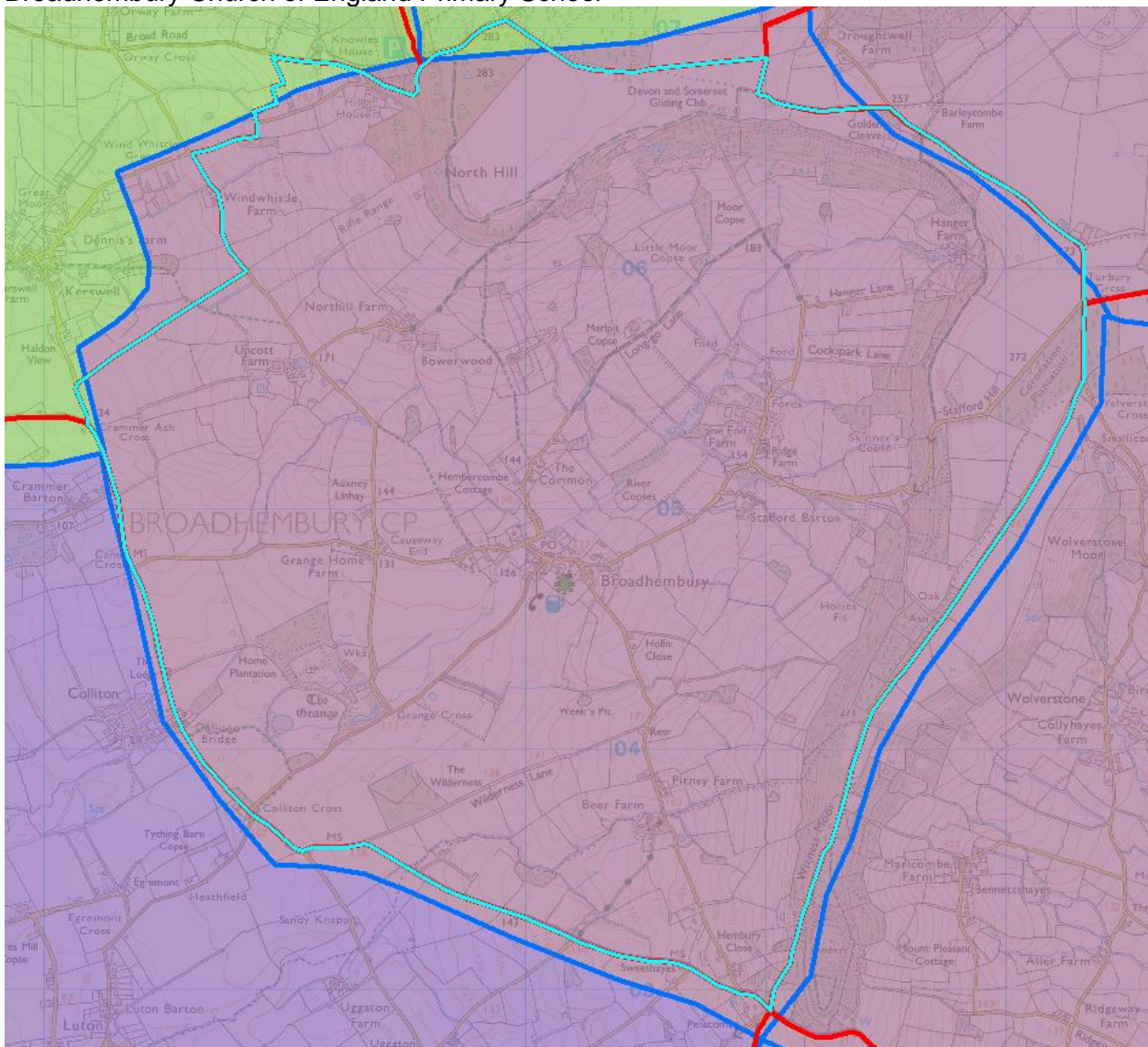
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Branscombe Church of England Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

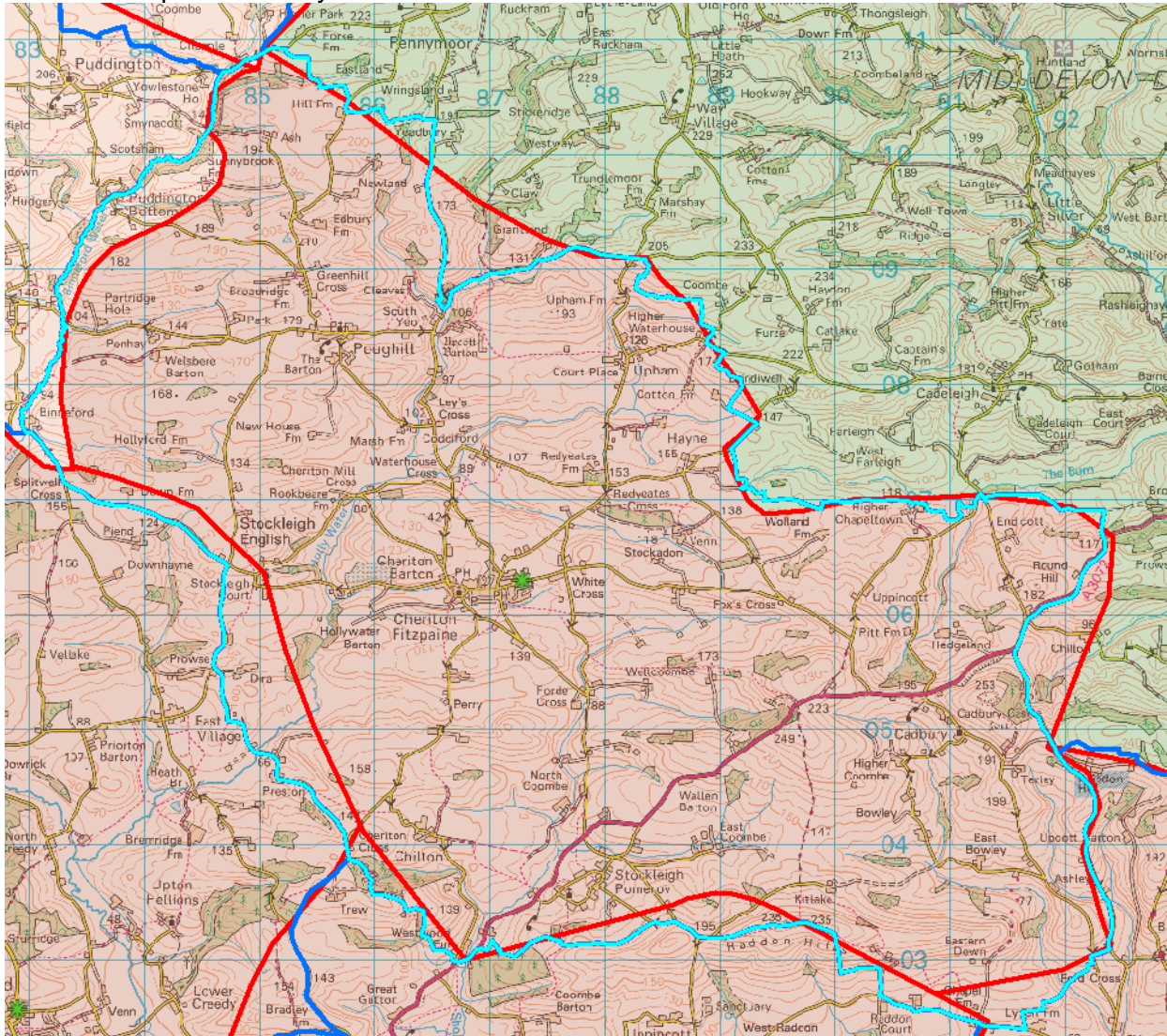
Broadhembury Church of England Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

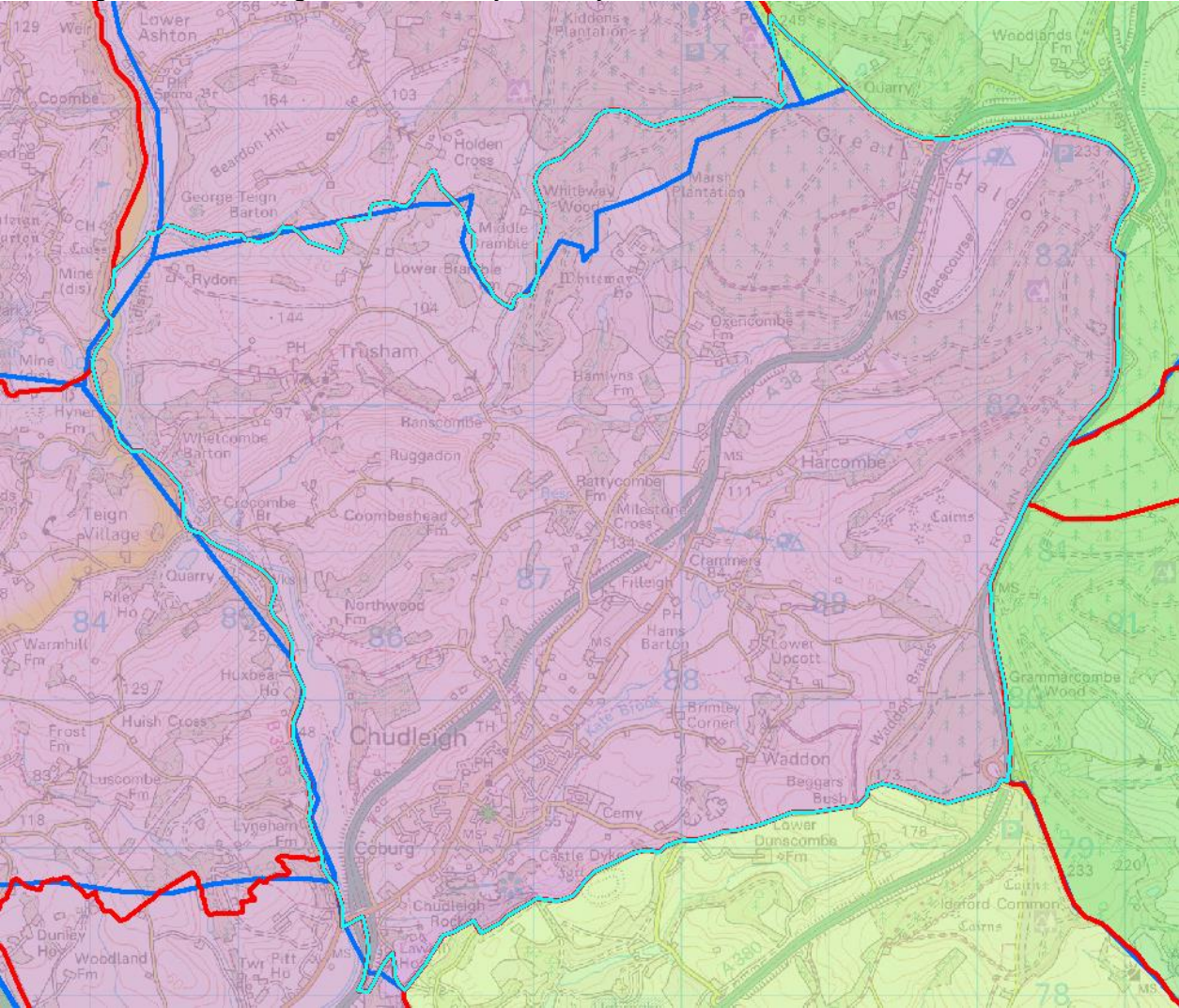
Cheriton Fitzpaine Primary School





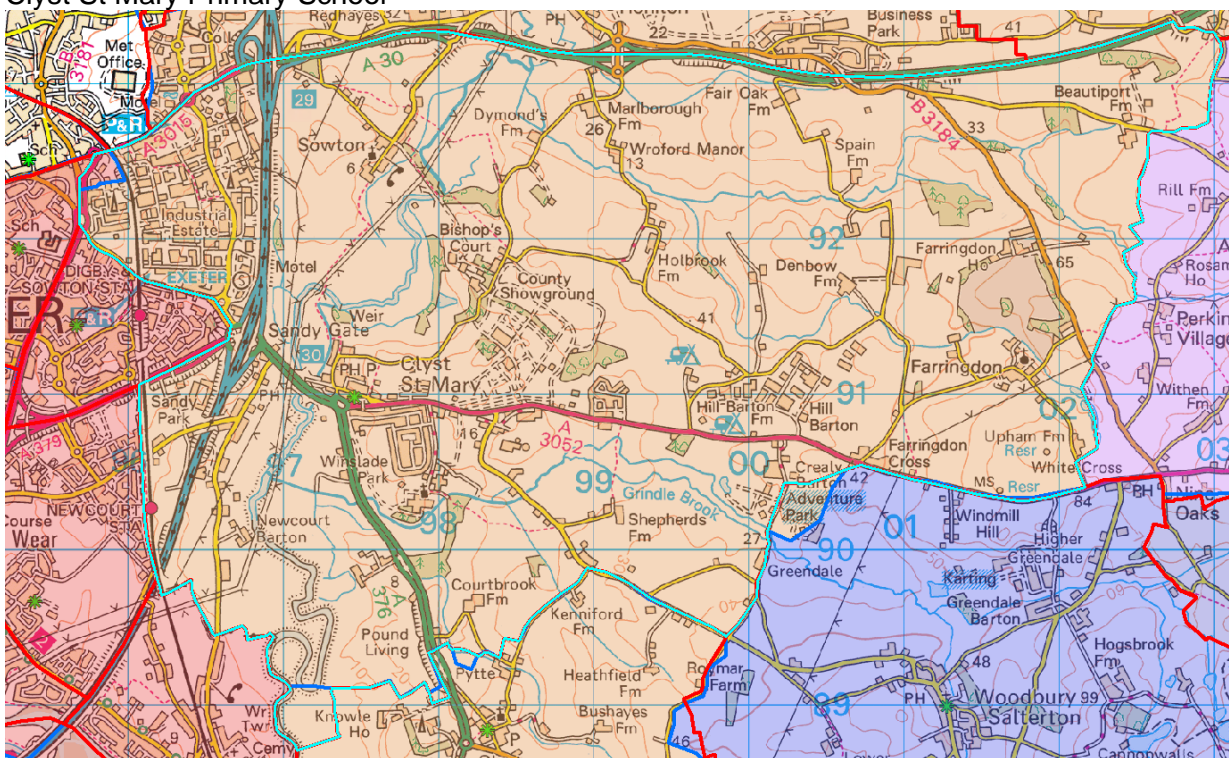
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Chudleigh Church of England Community Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

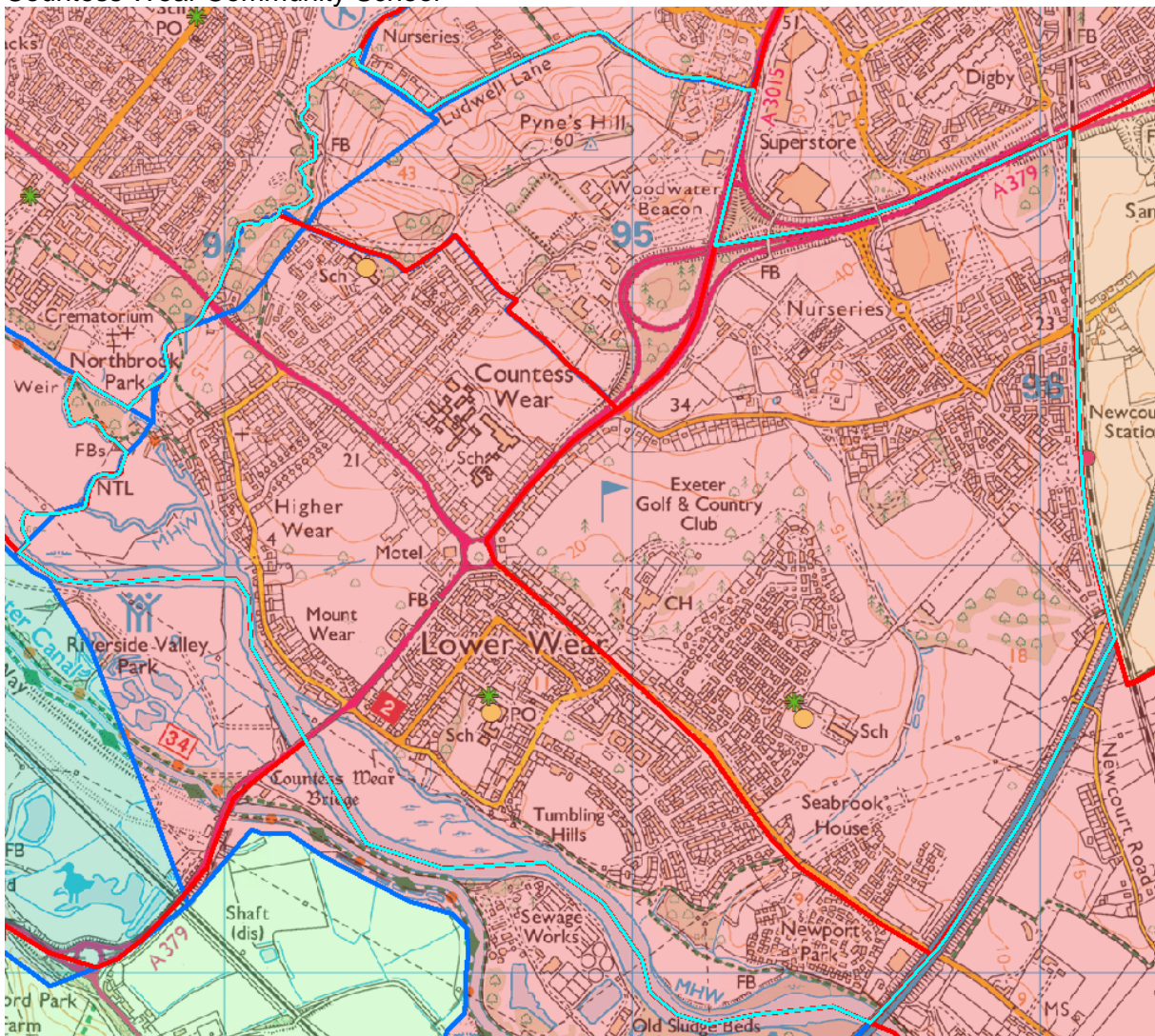
Clyst St Mary Primary School





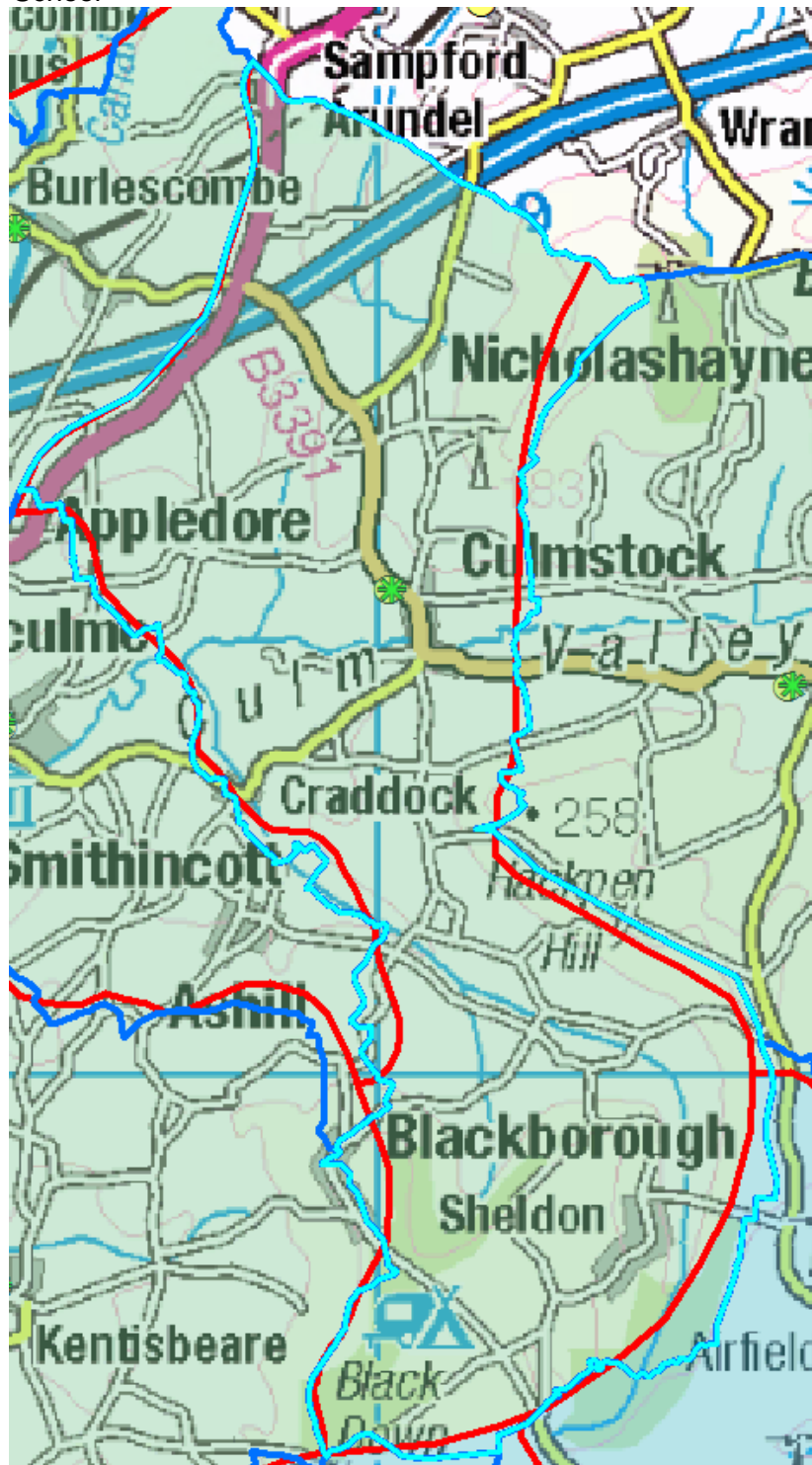
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Countess Wear Community School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Culmstock Primary School



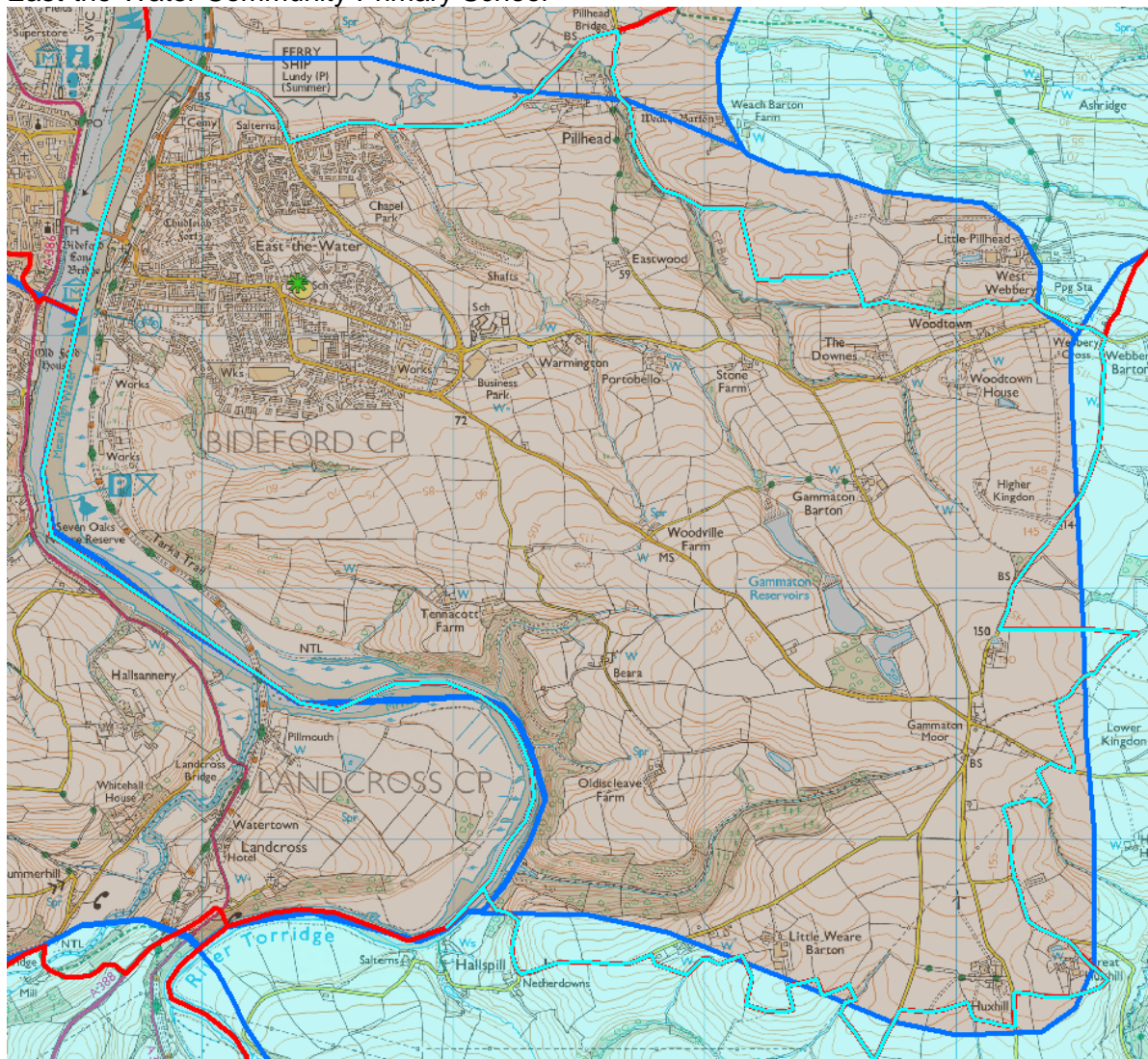






Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

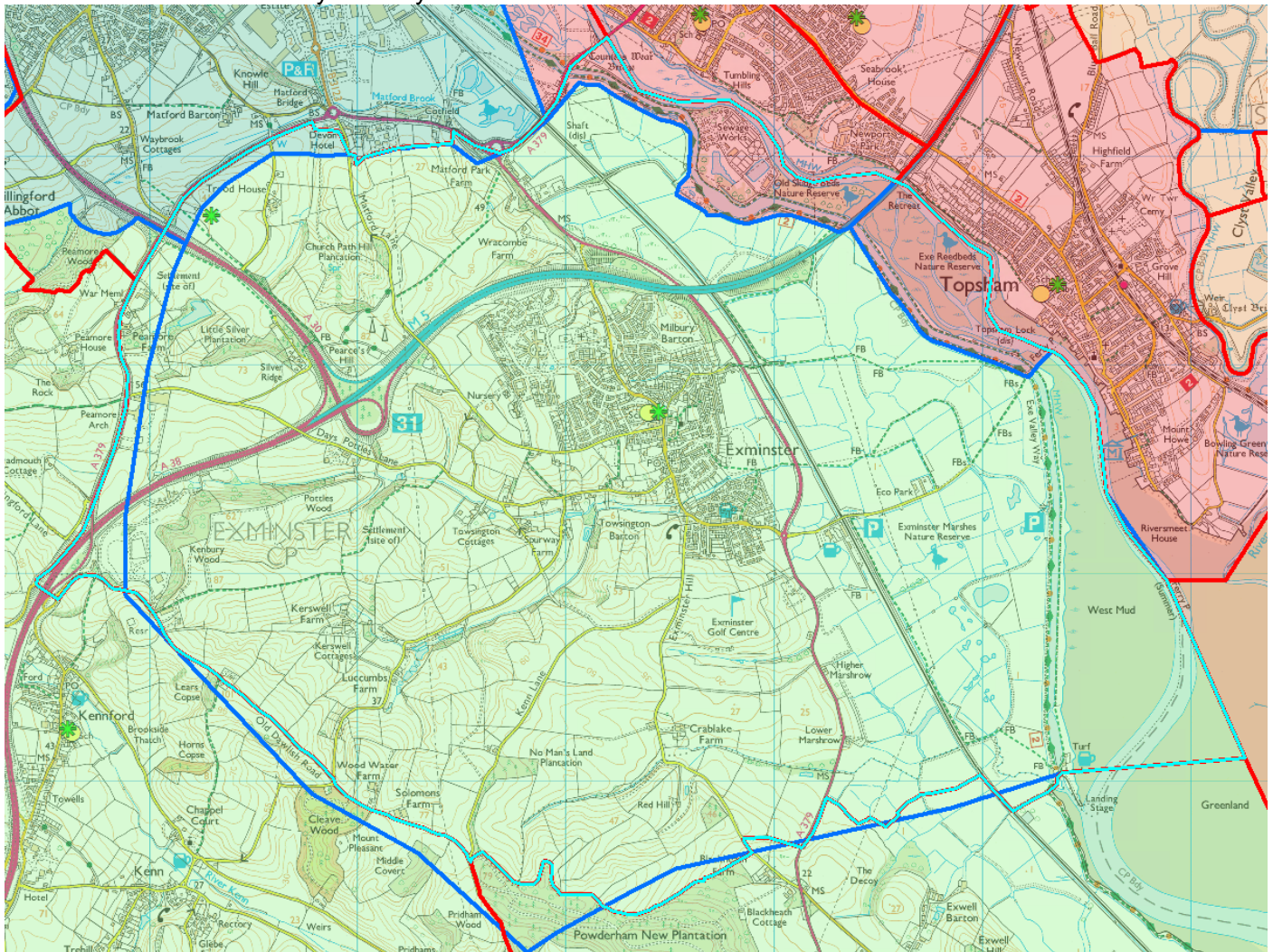
East-the-Water Community Primary School





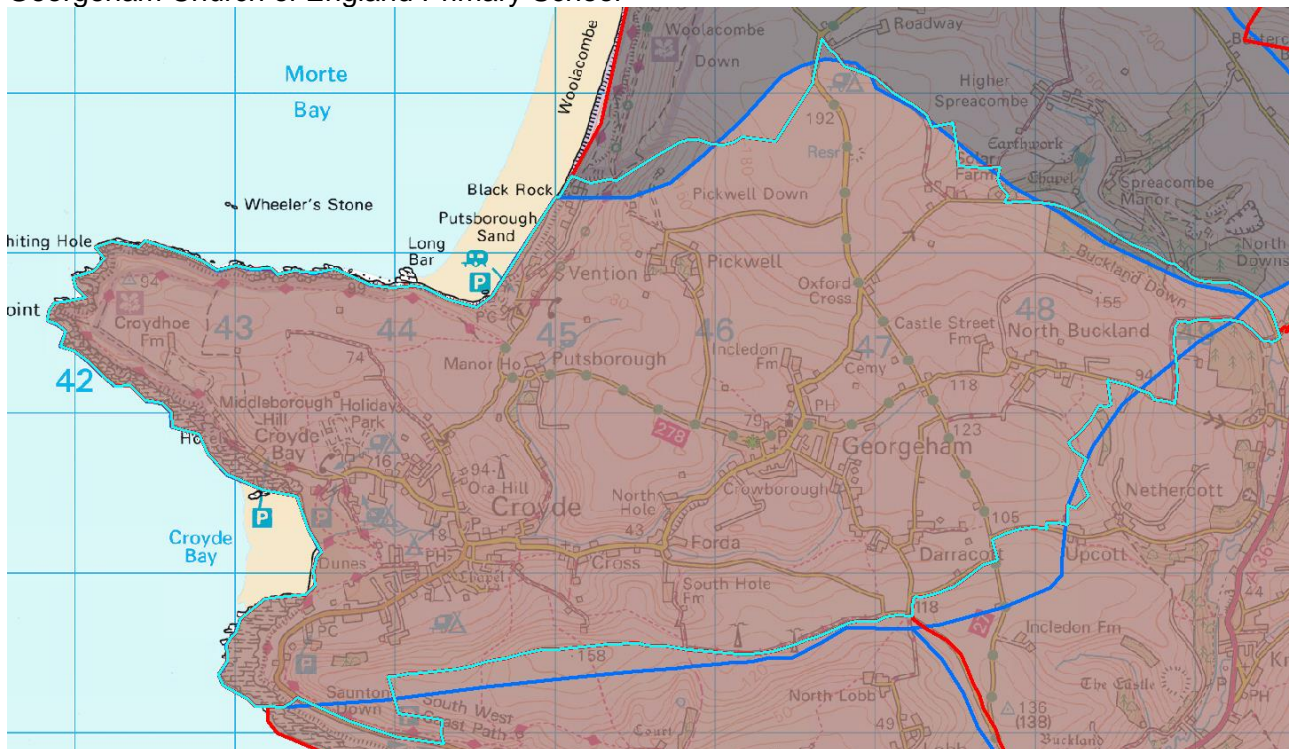
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Exminster Community Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

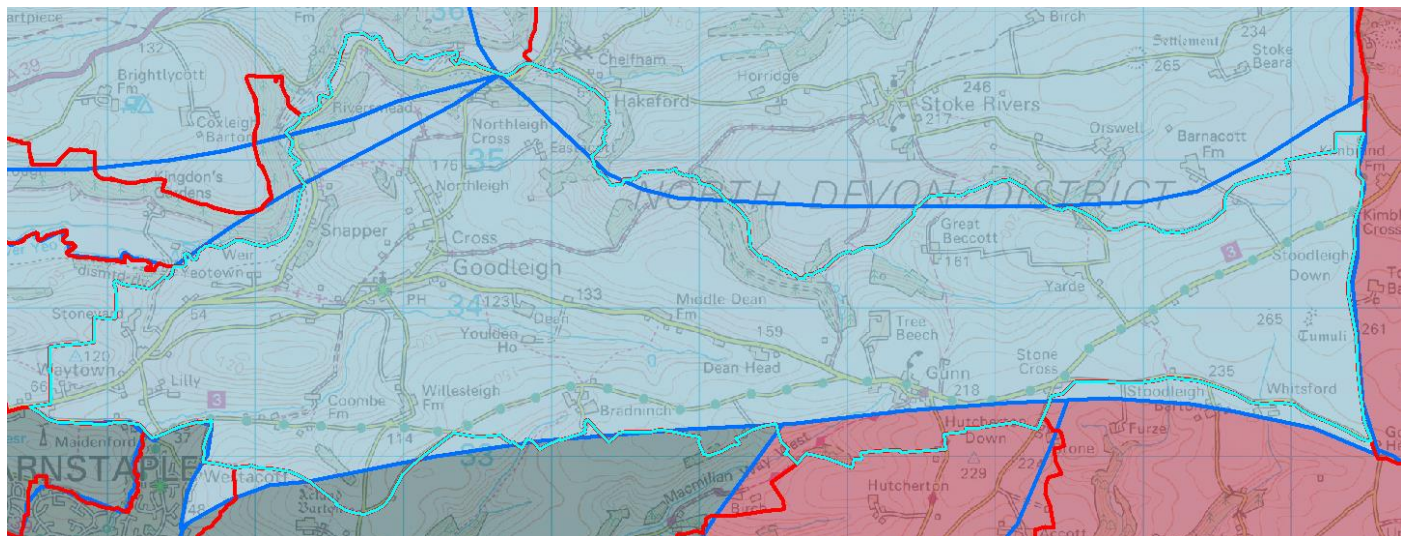
Georgeham Church of England Primary School





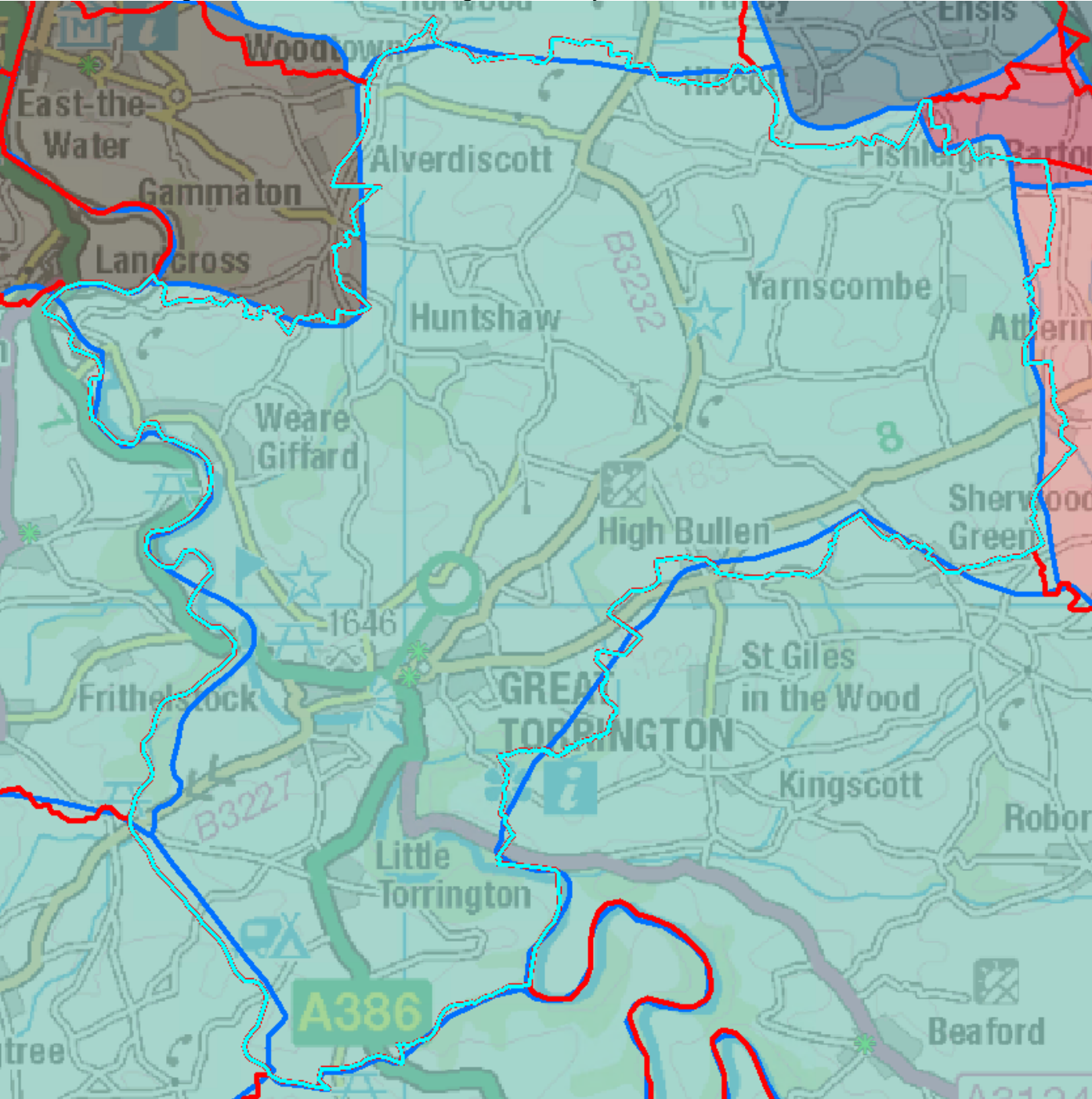
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Goodleigh Church of England Primary School



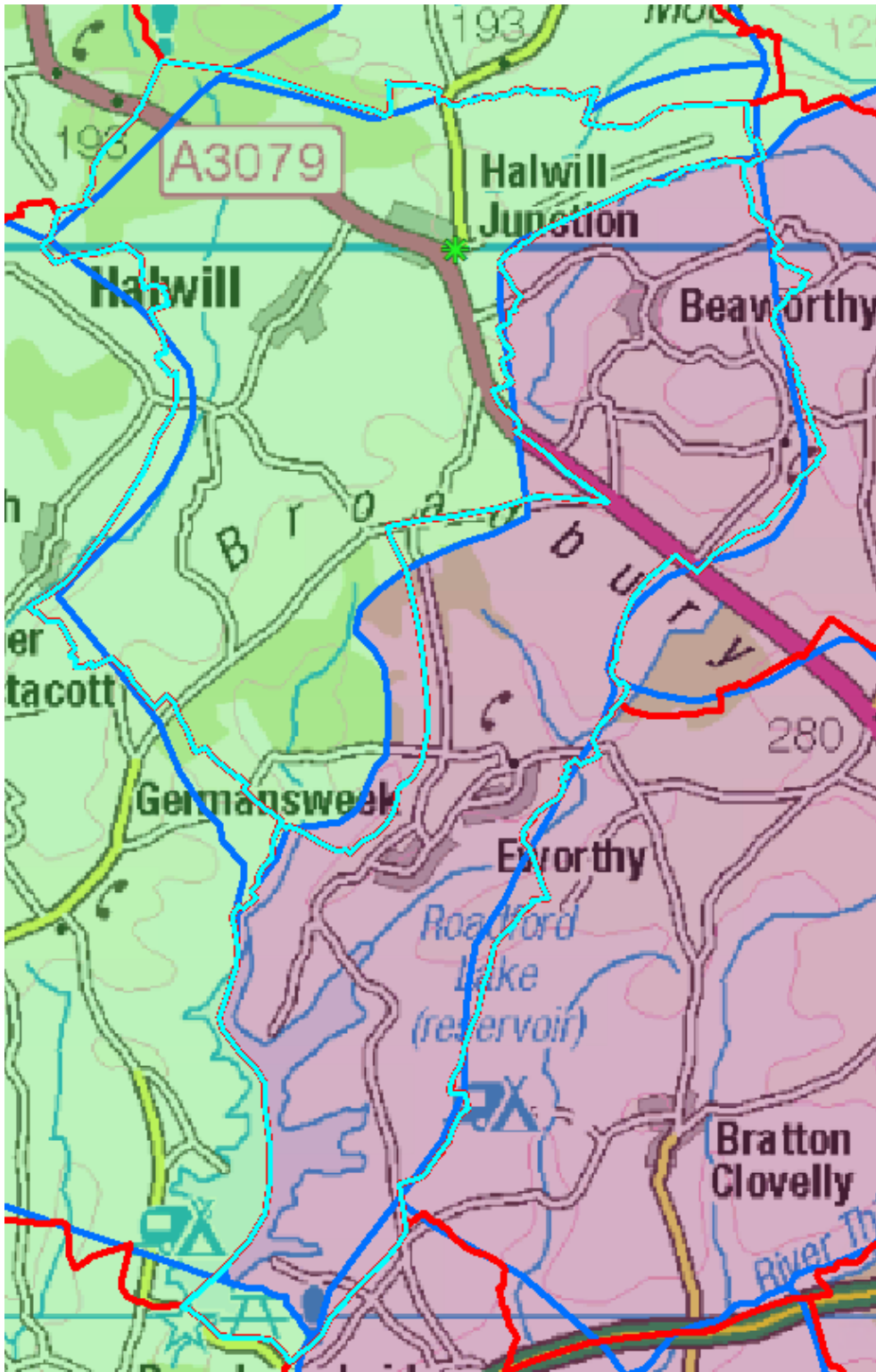
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Great Torrington Bluecoat Church of England Primary School



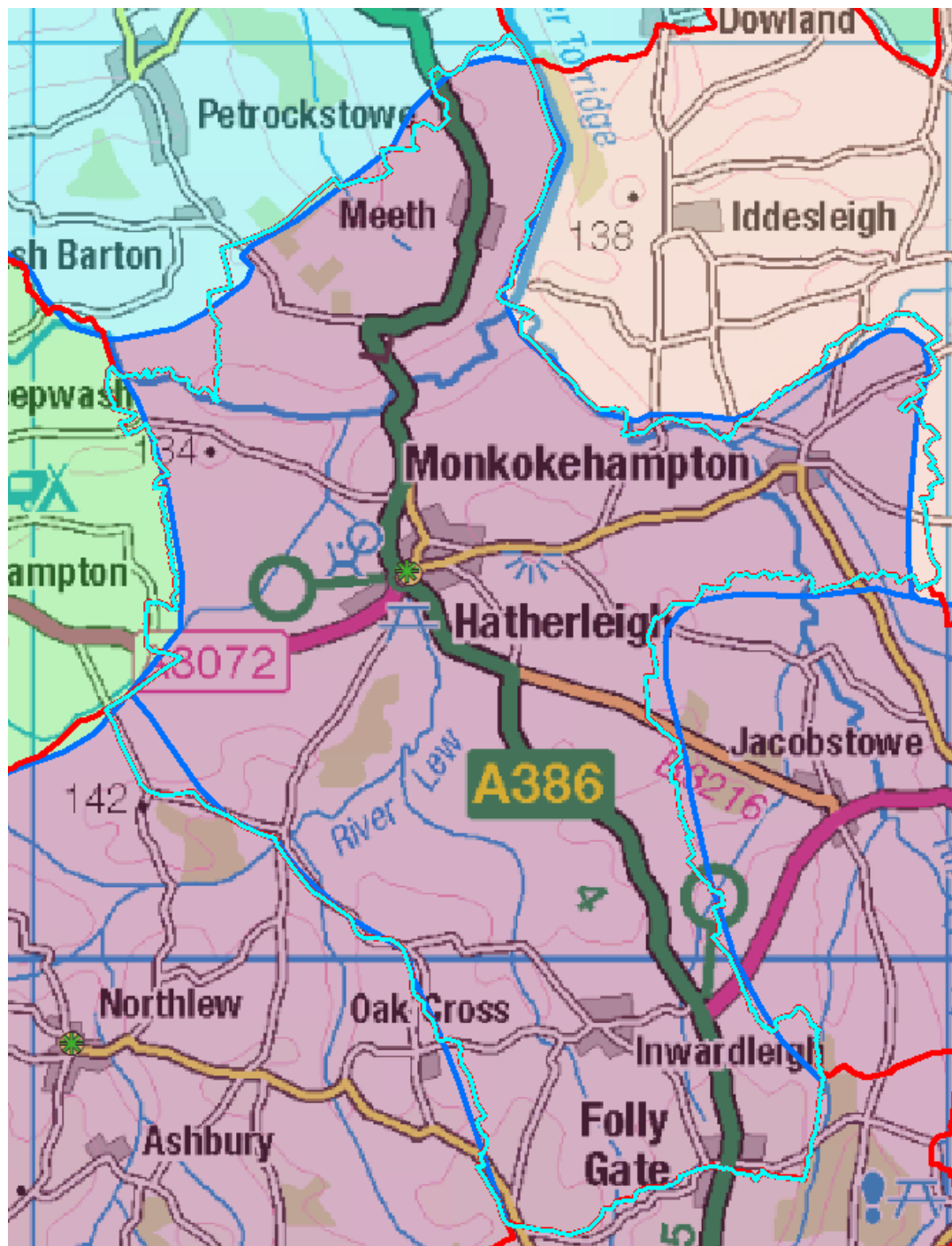
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Halwill Community Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

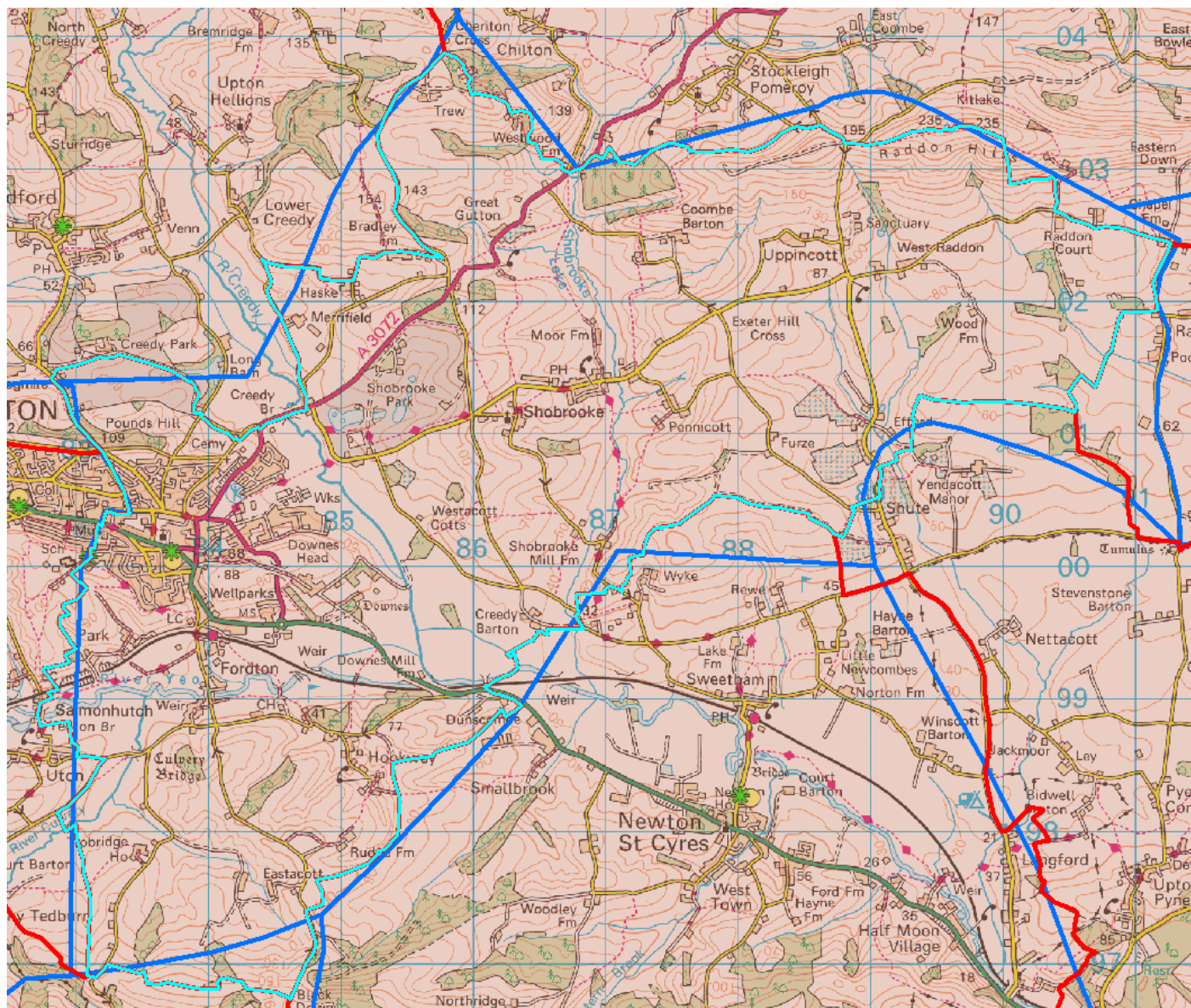
Hatherleigh Community Primary School





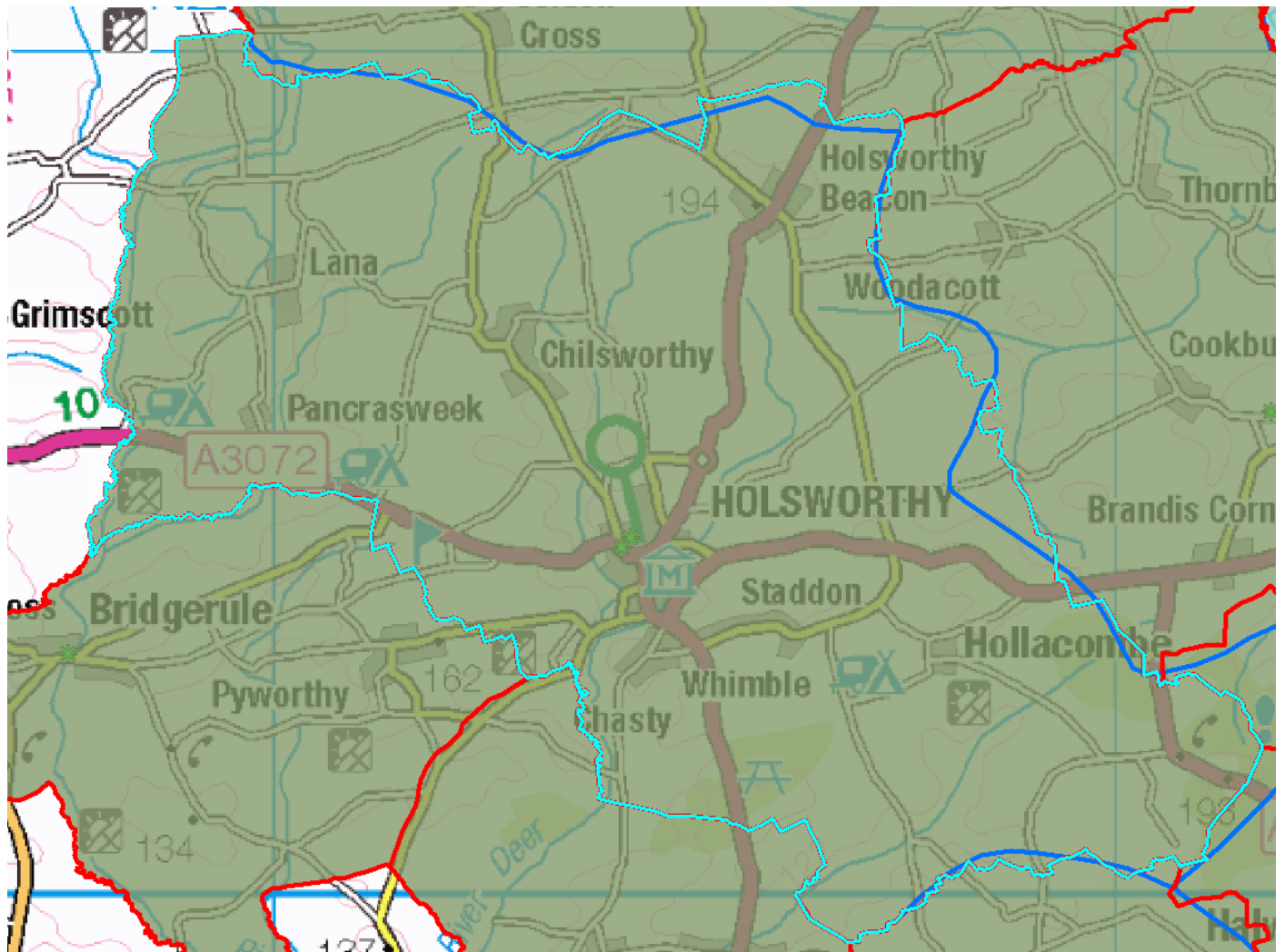
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Hayward's Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

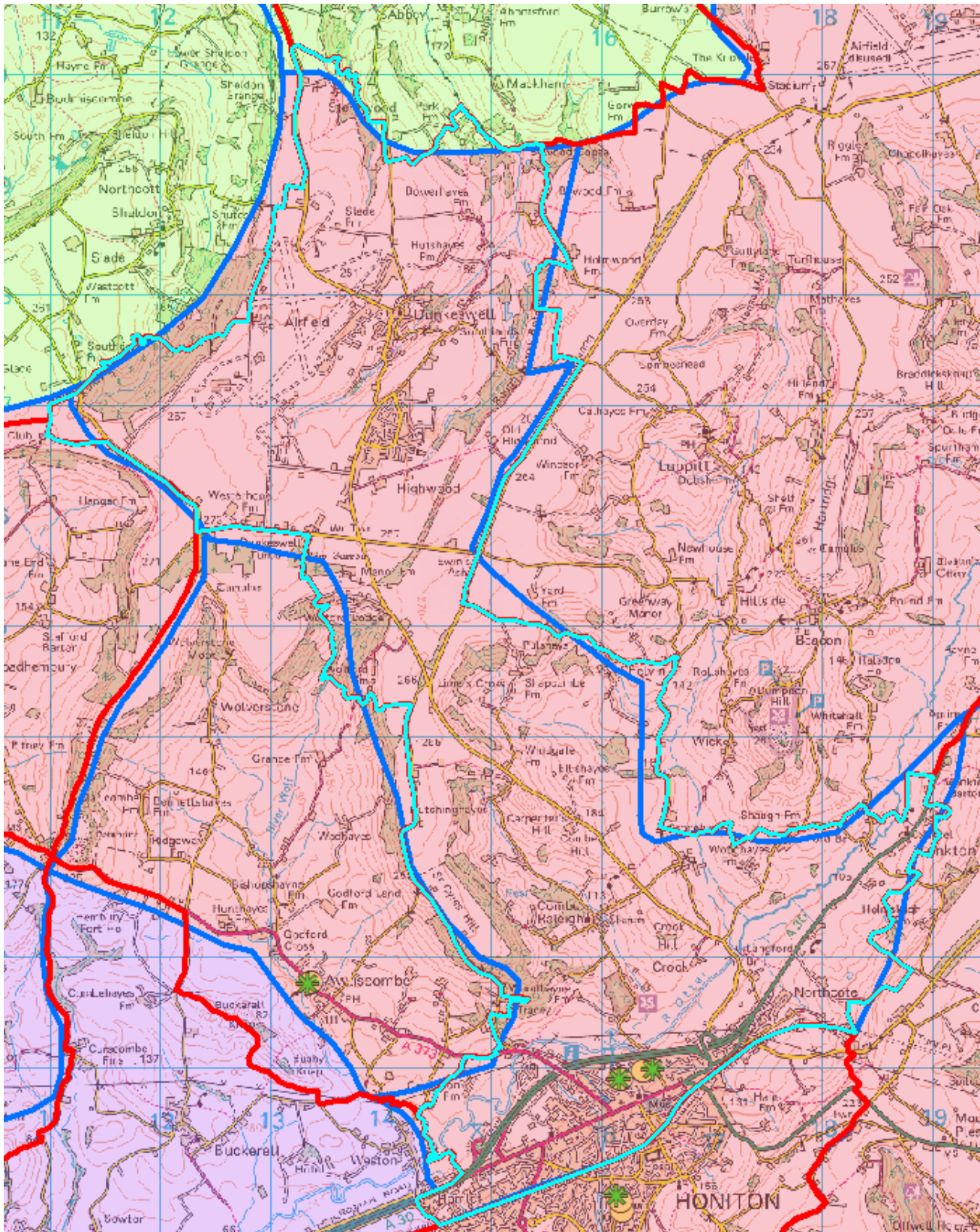
Holsworthy Church of England Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

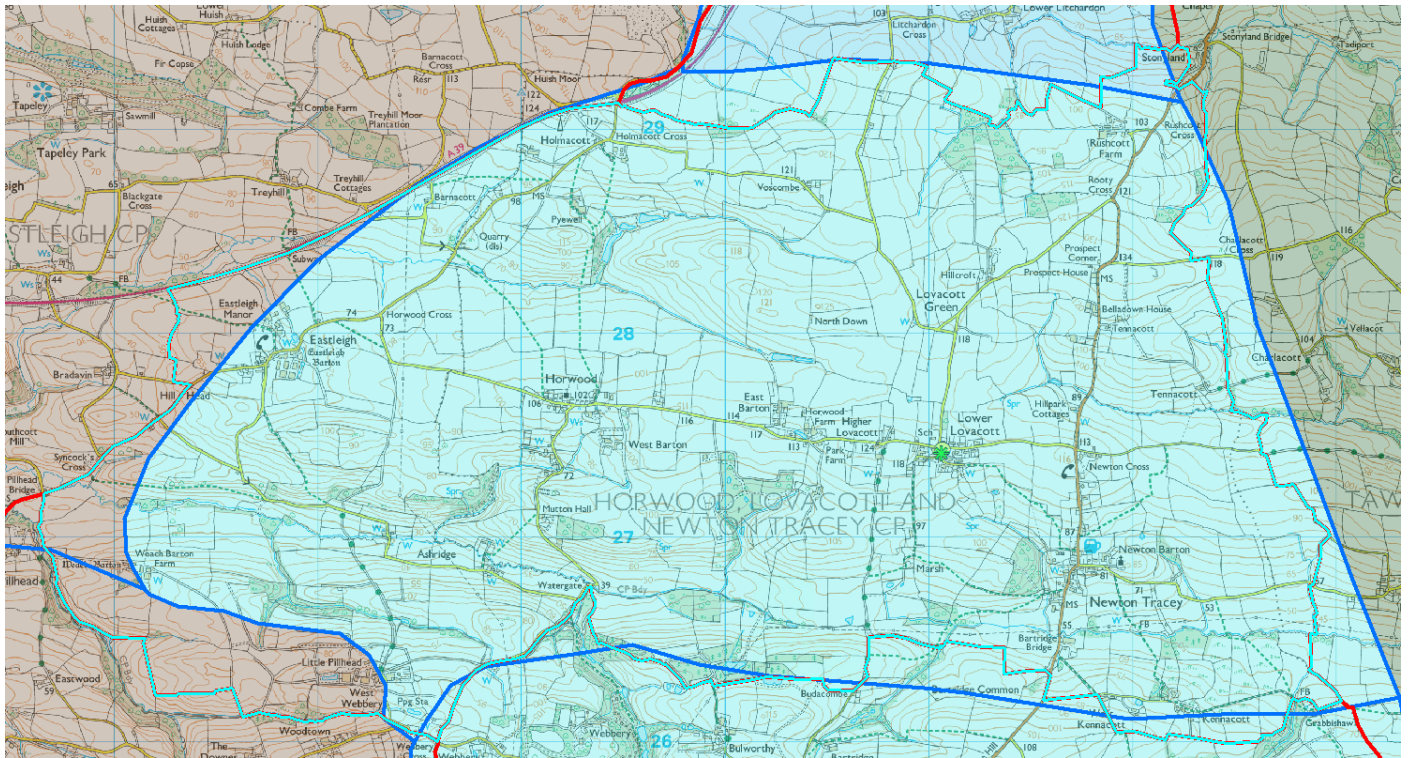
Honiton Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Horwood and Newton Tracey Community Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Ilfracombe Infant and Nursery School and  
Ilfracombe Church of England Junior School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

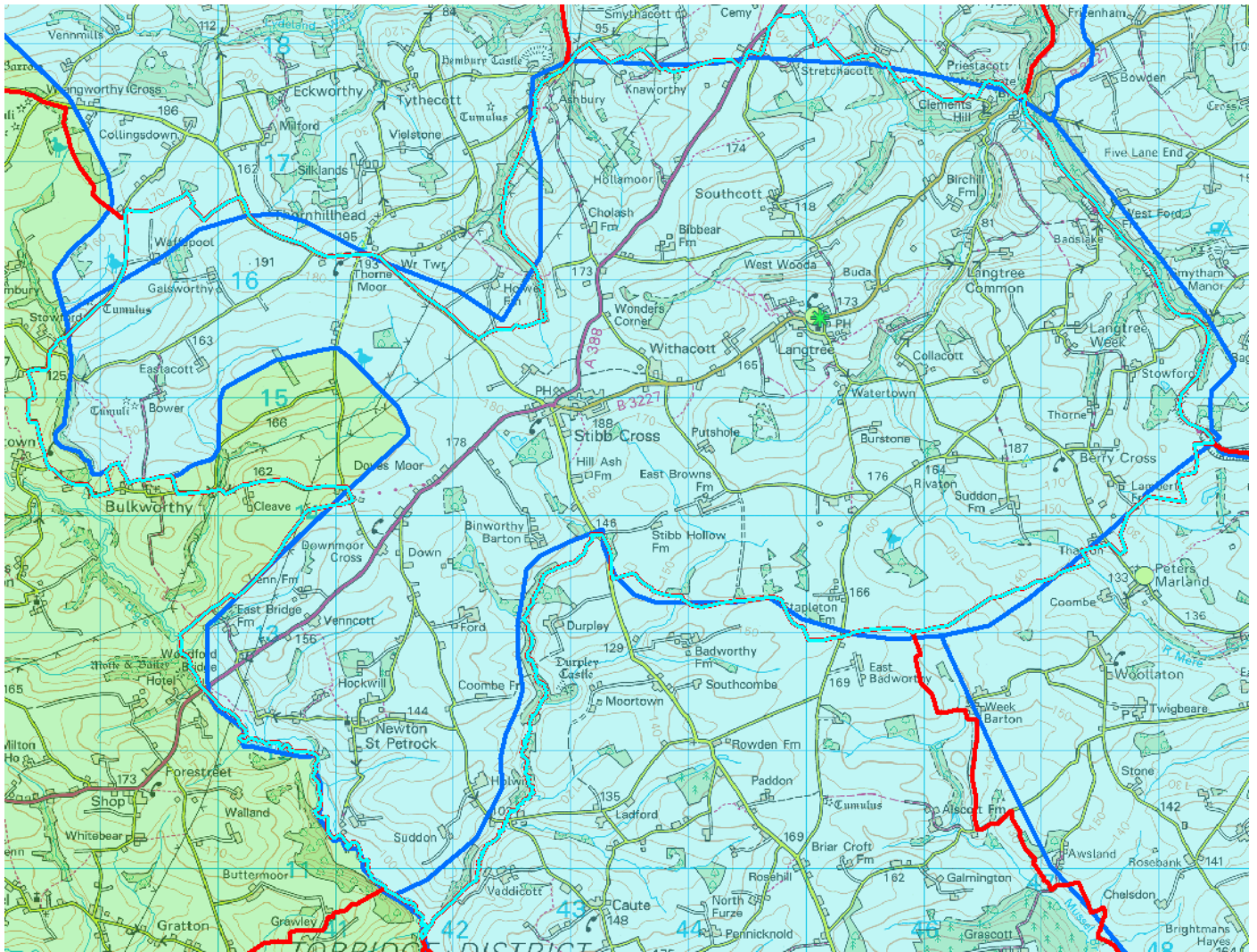
Landscore Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

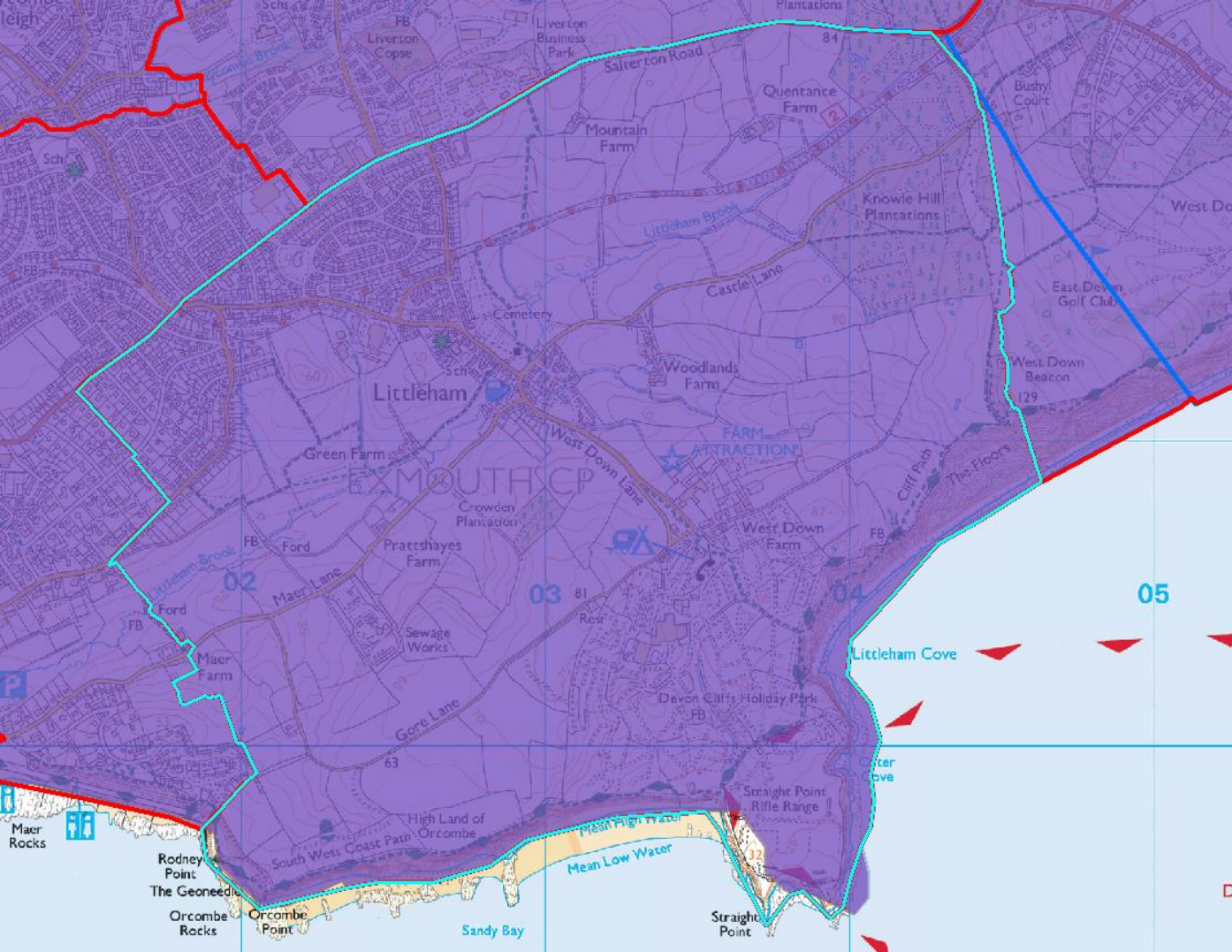
Langtree Community School and Nursery Unit





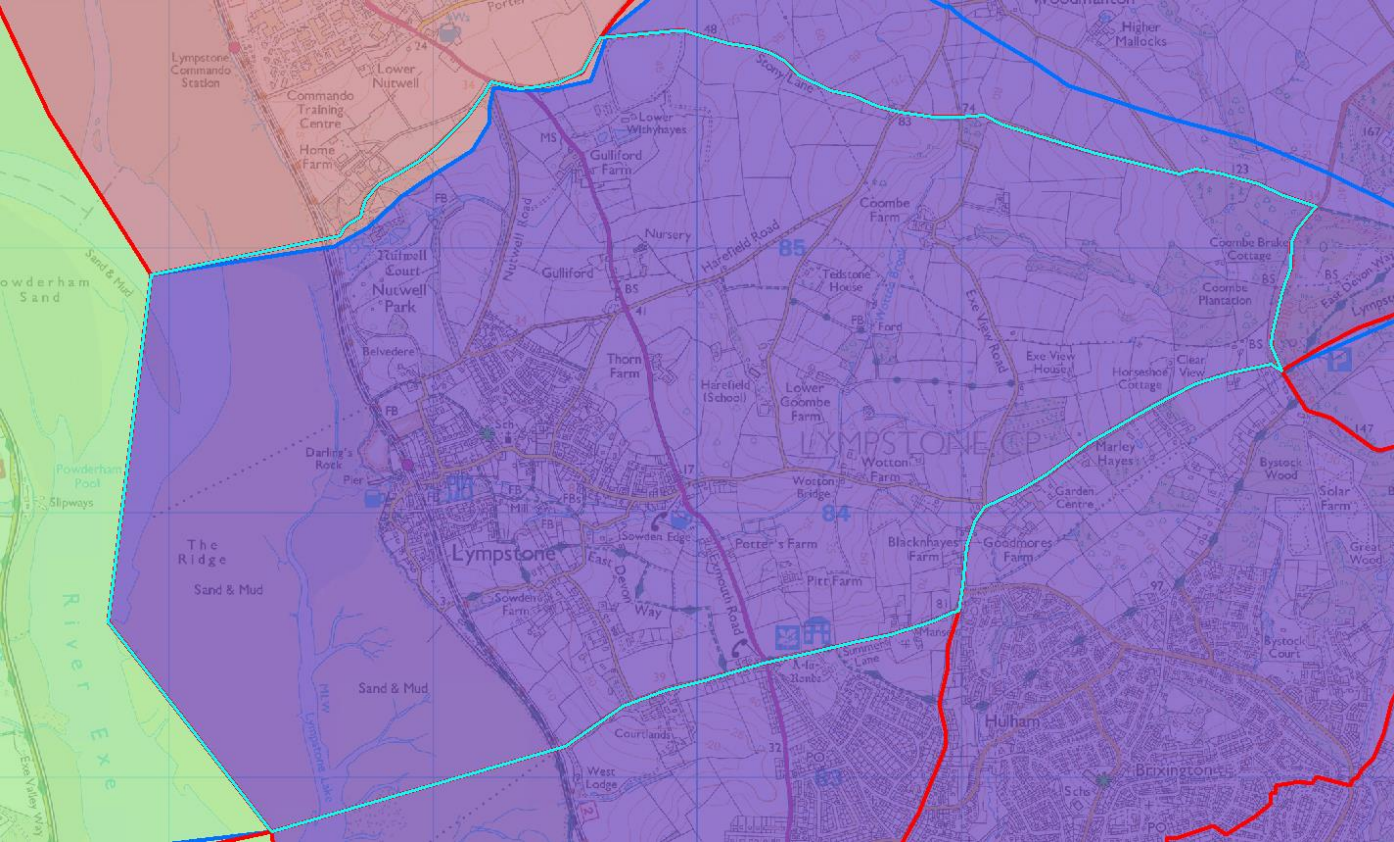
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Littleham Church of England Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

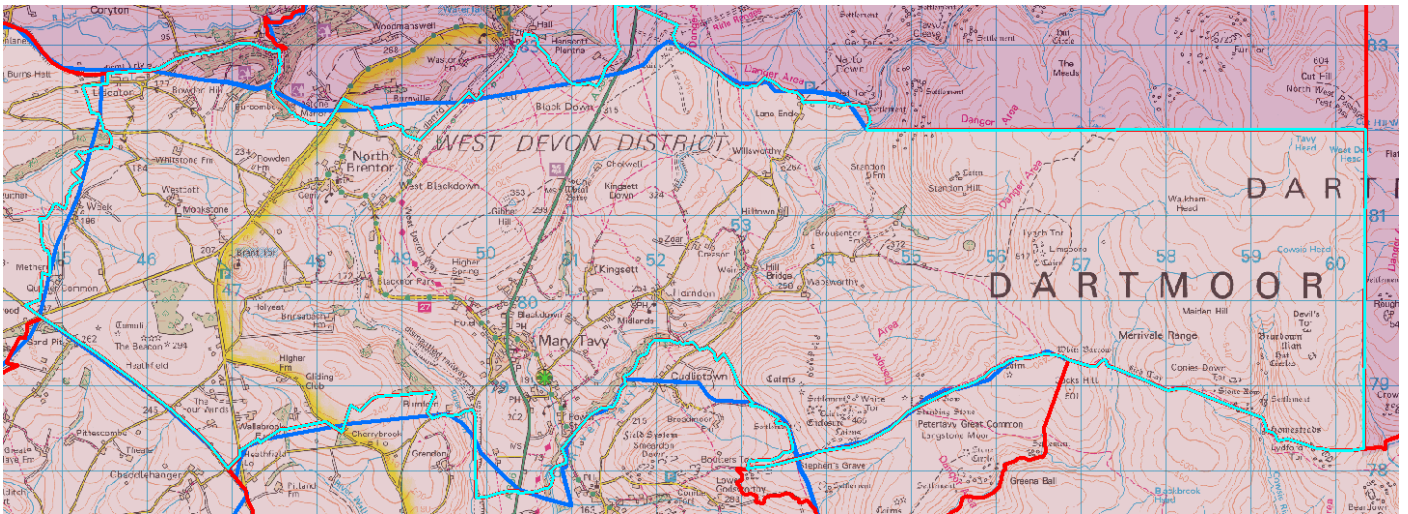
Lympstone Church of England Primary School





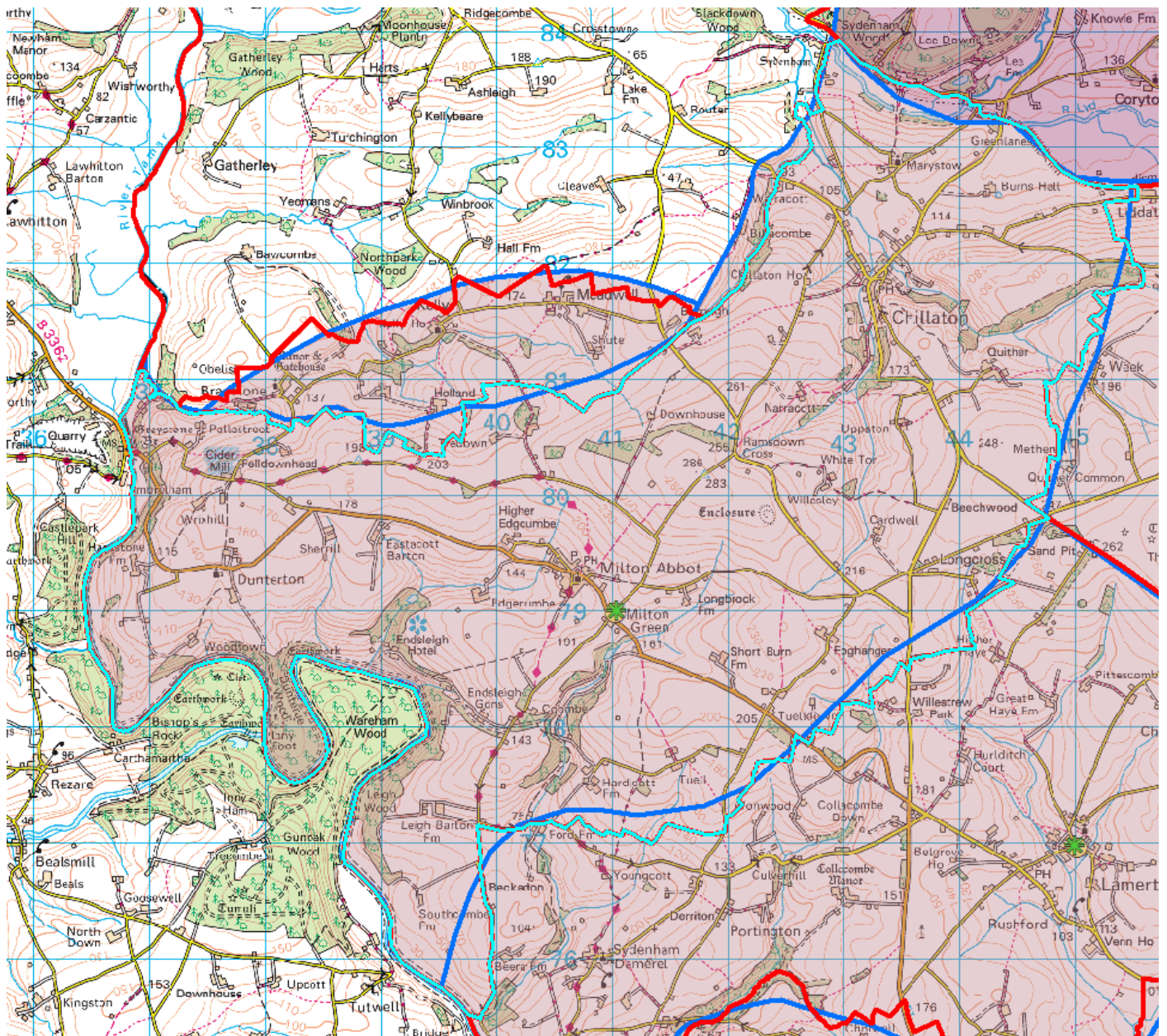
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Mary Tavy and Brentor Community Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

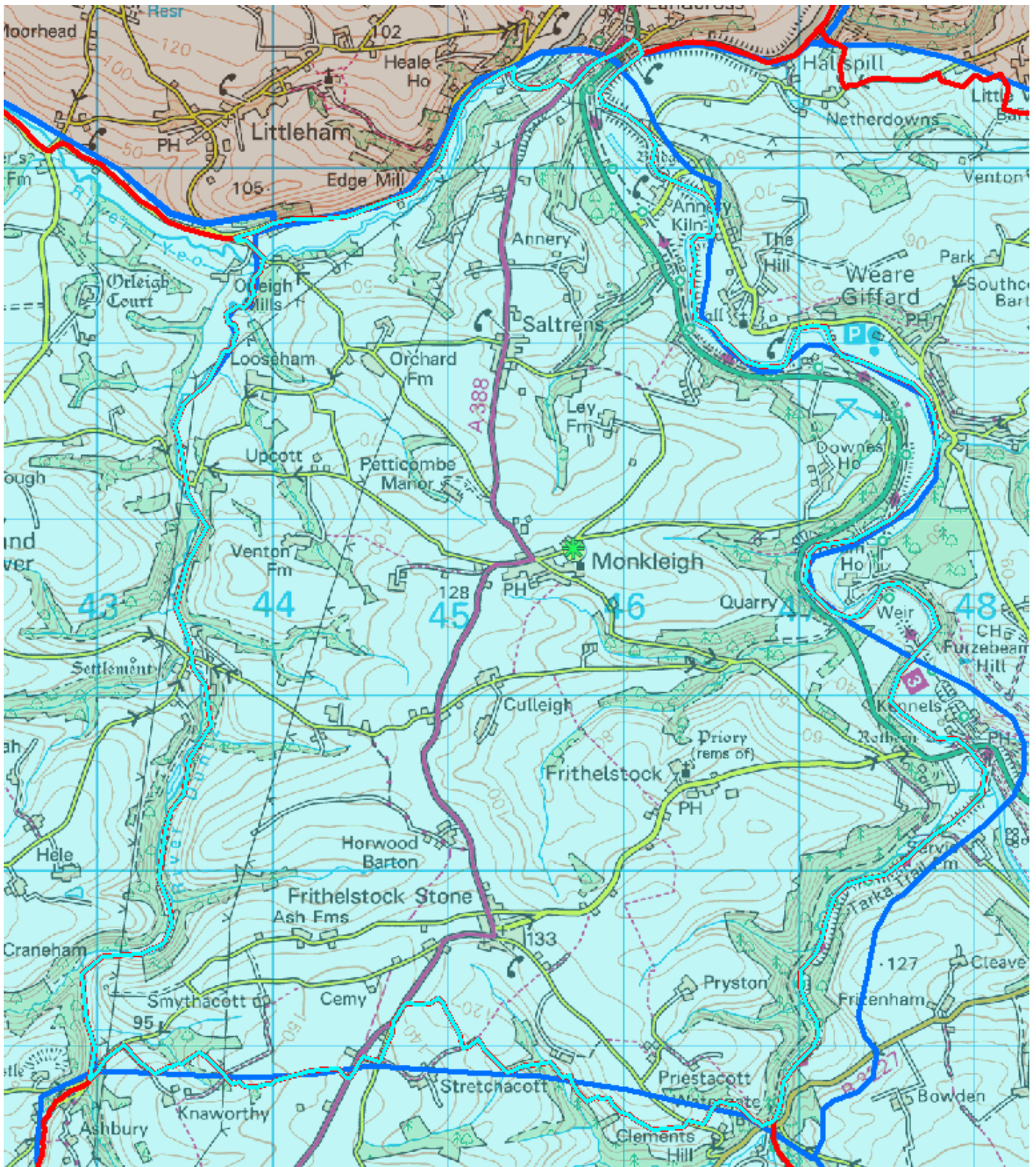
Milton Abbot School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Monkleigh Primary School

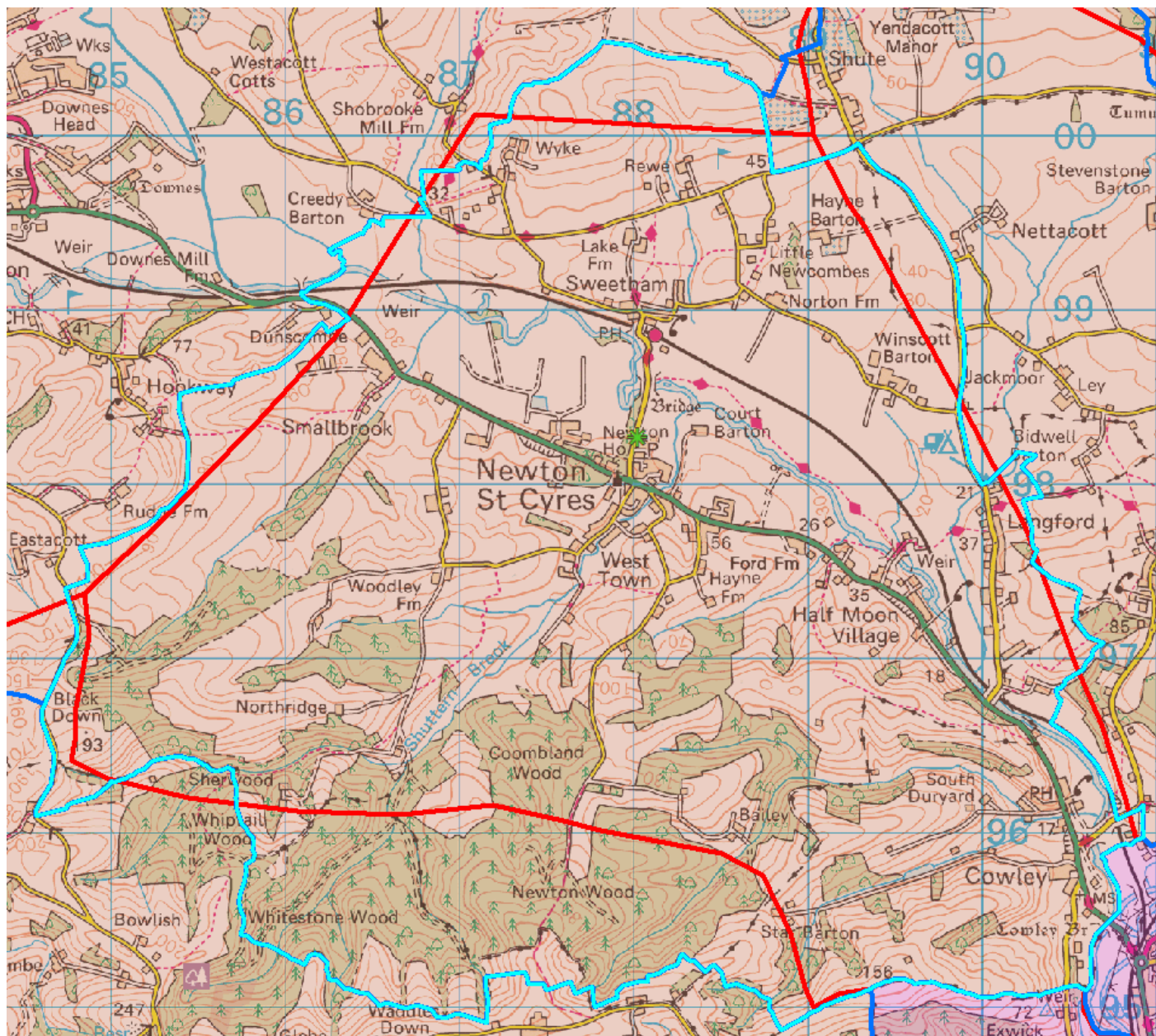






Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

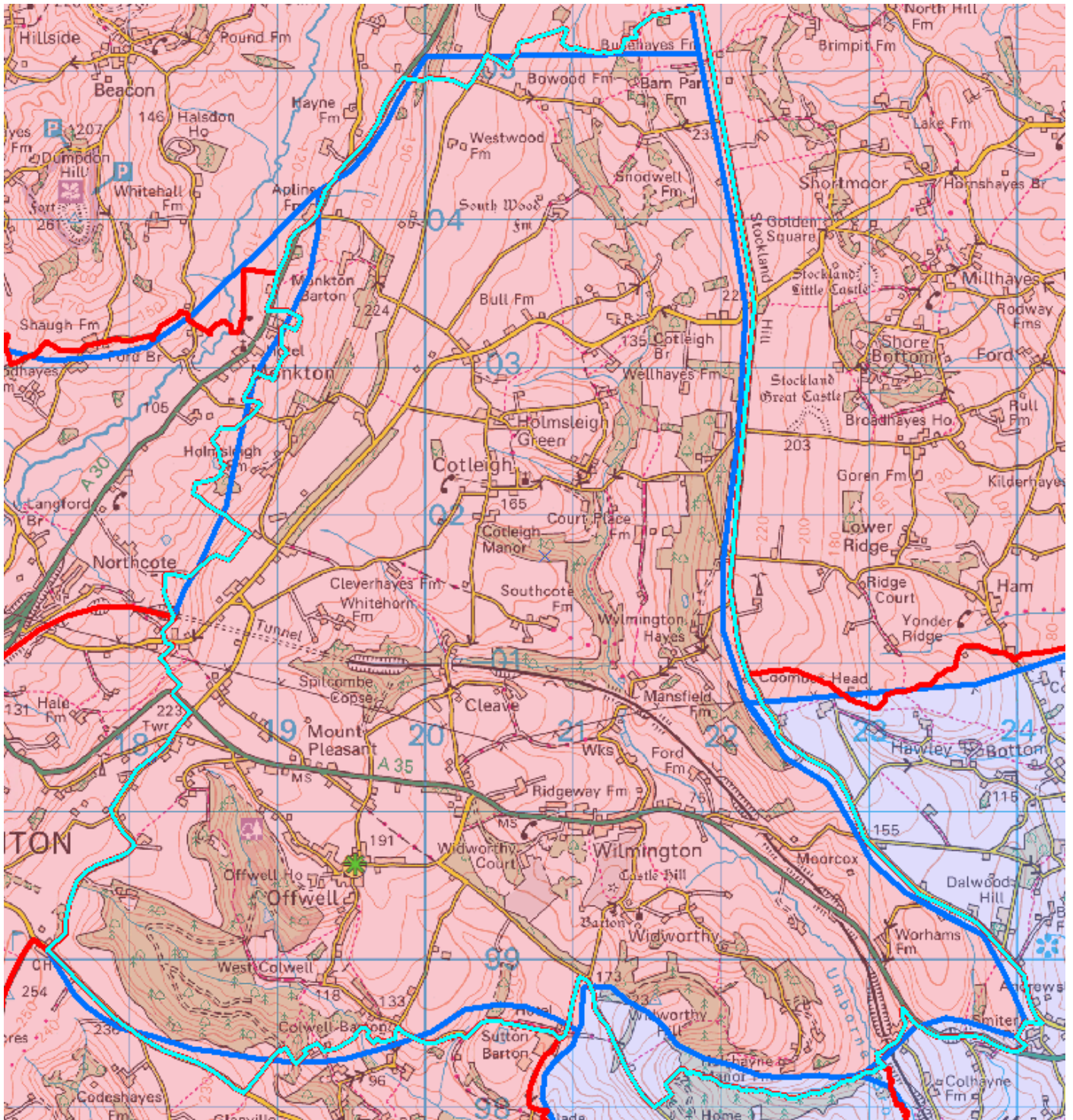
Newton St Cyres Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

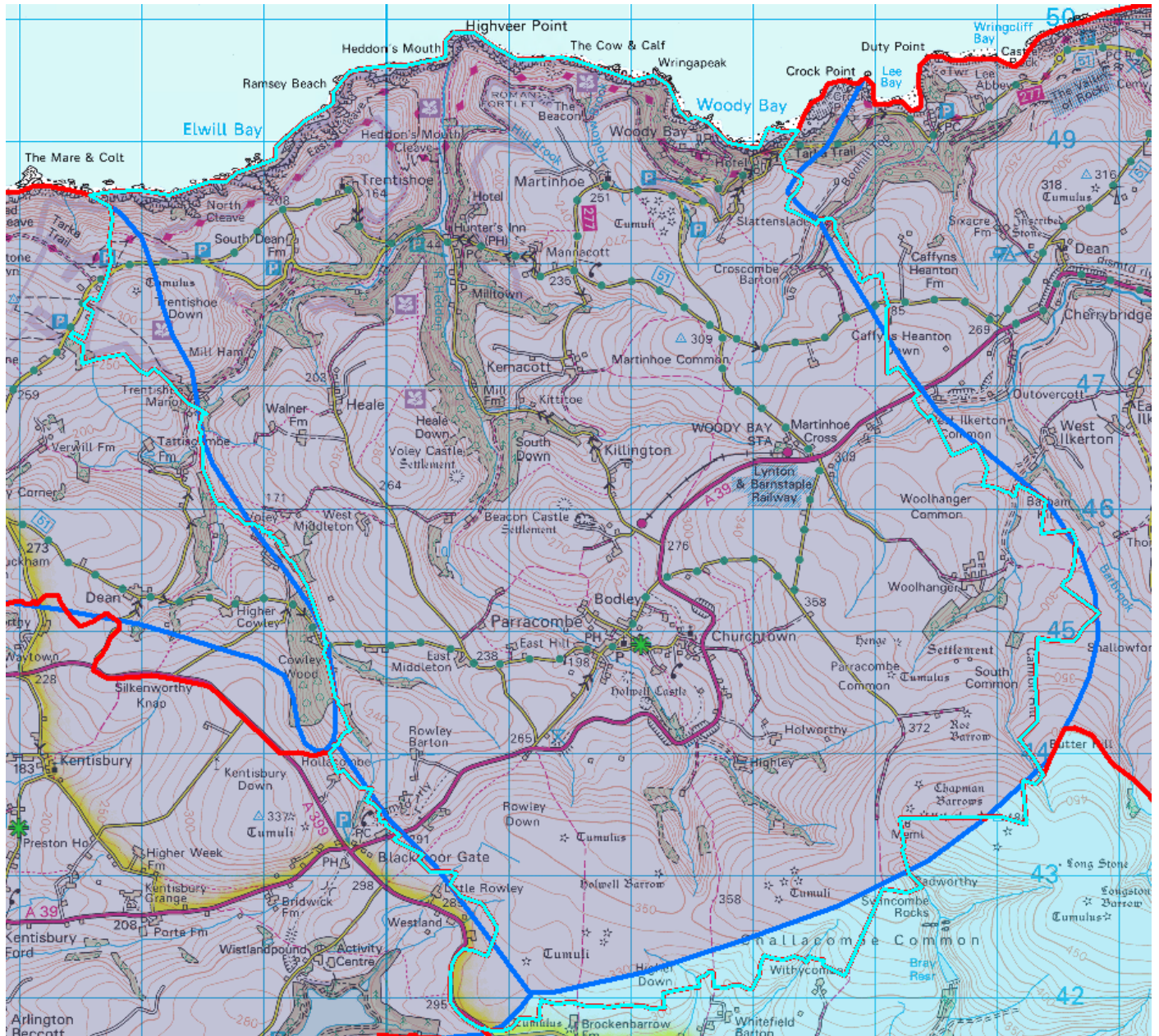
Offwell Church of England Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

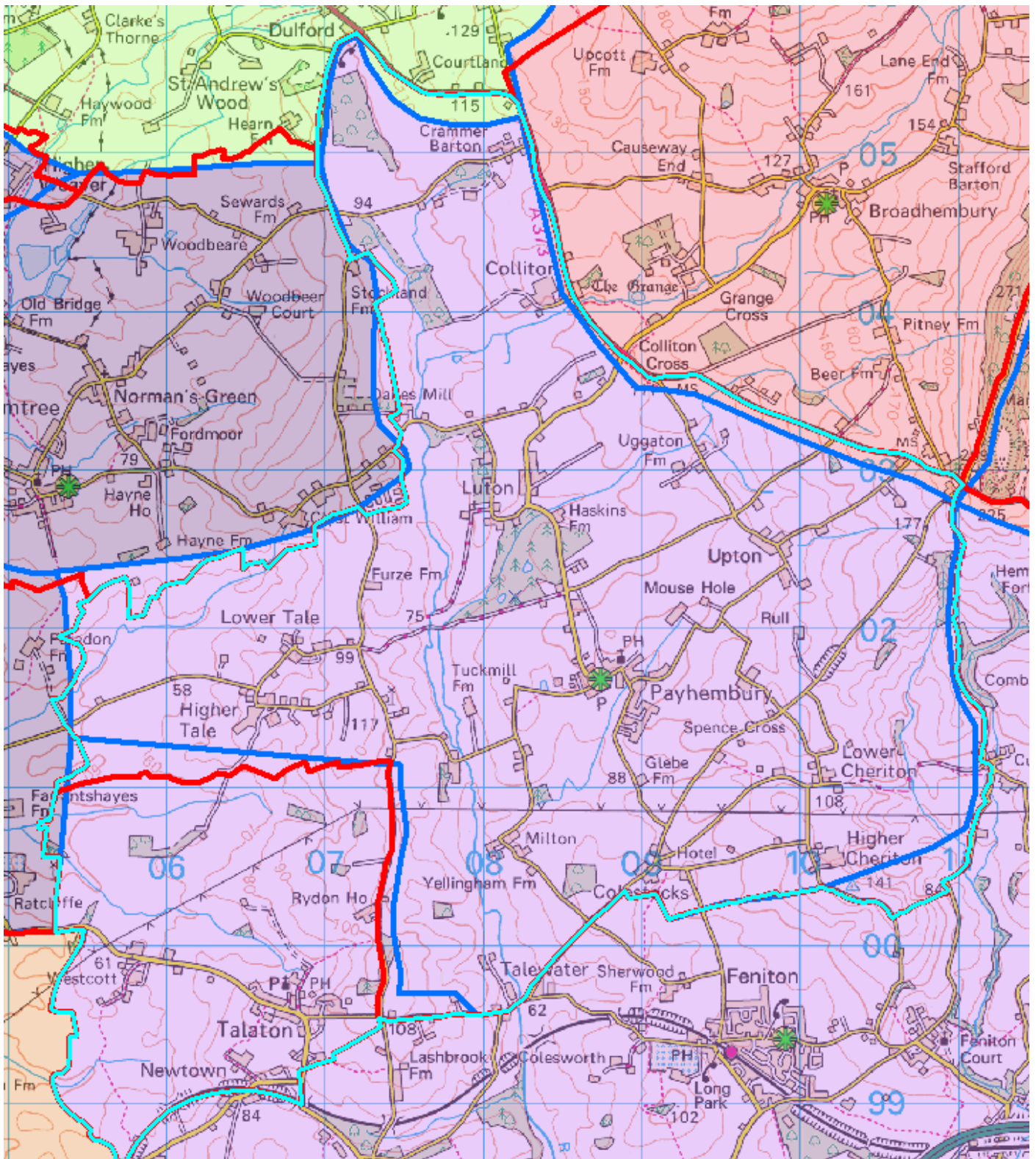
Parracombe Church of England Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Payhembury Church of England Primary School

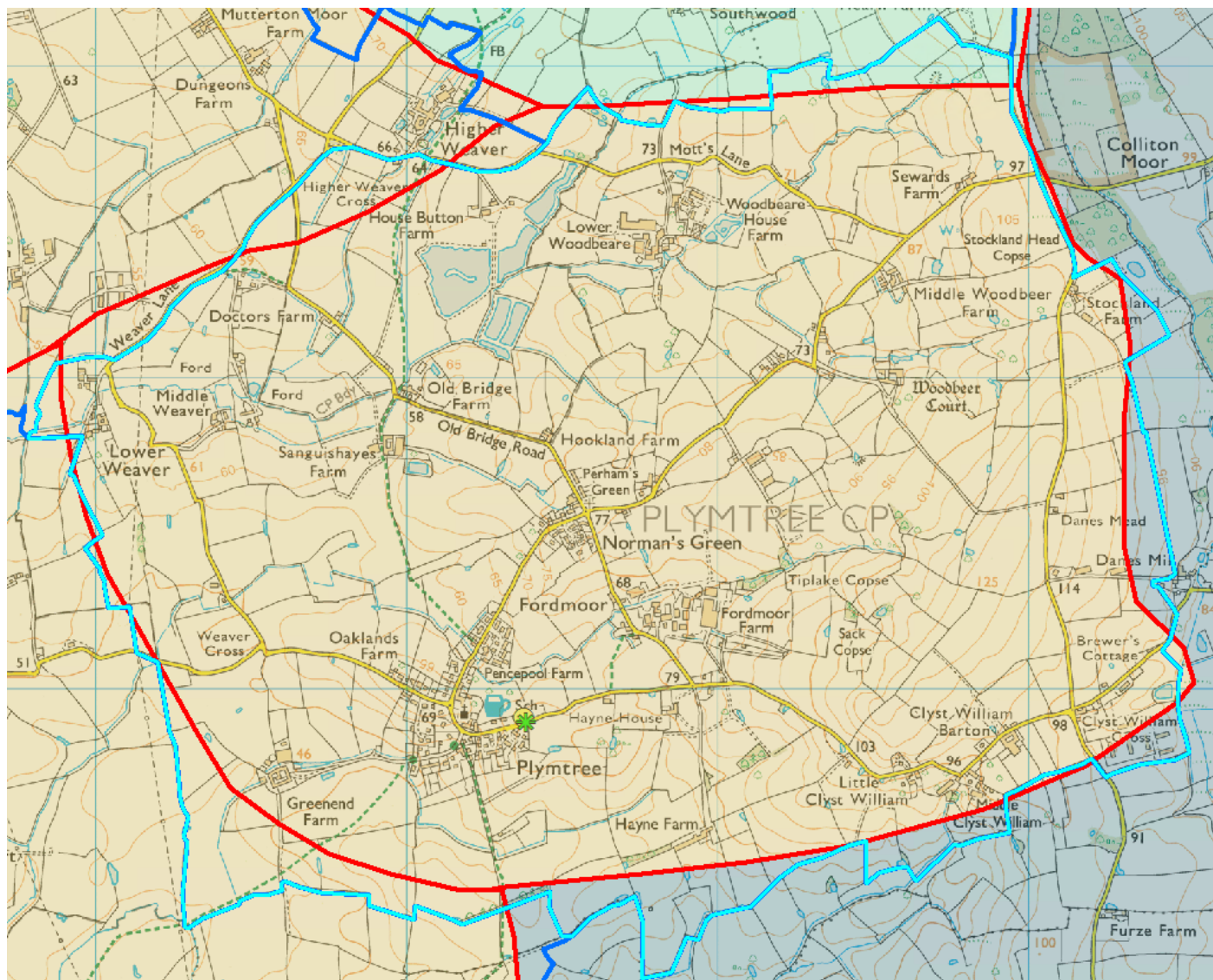






Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

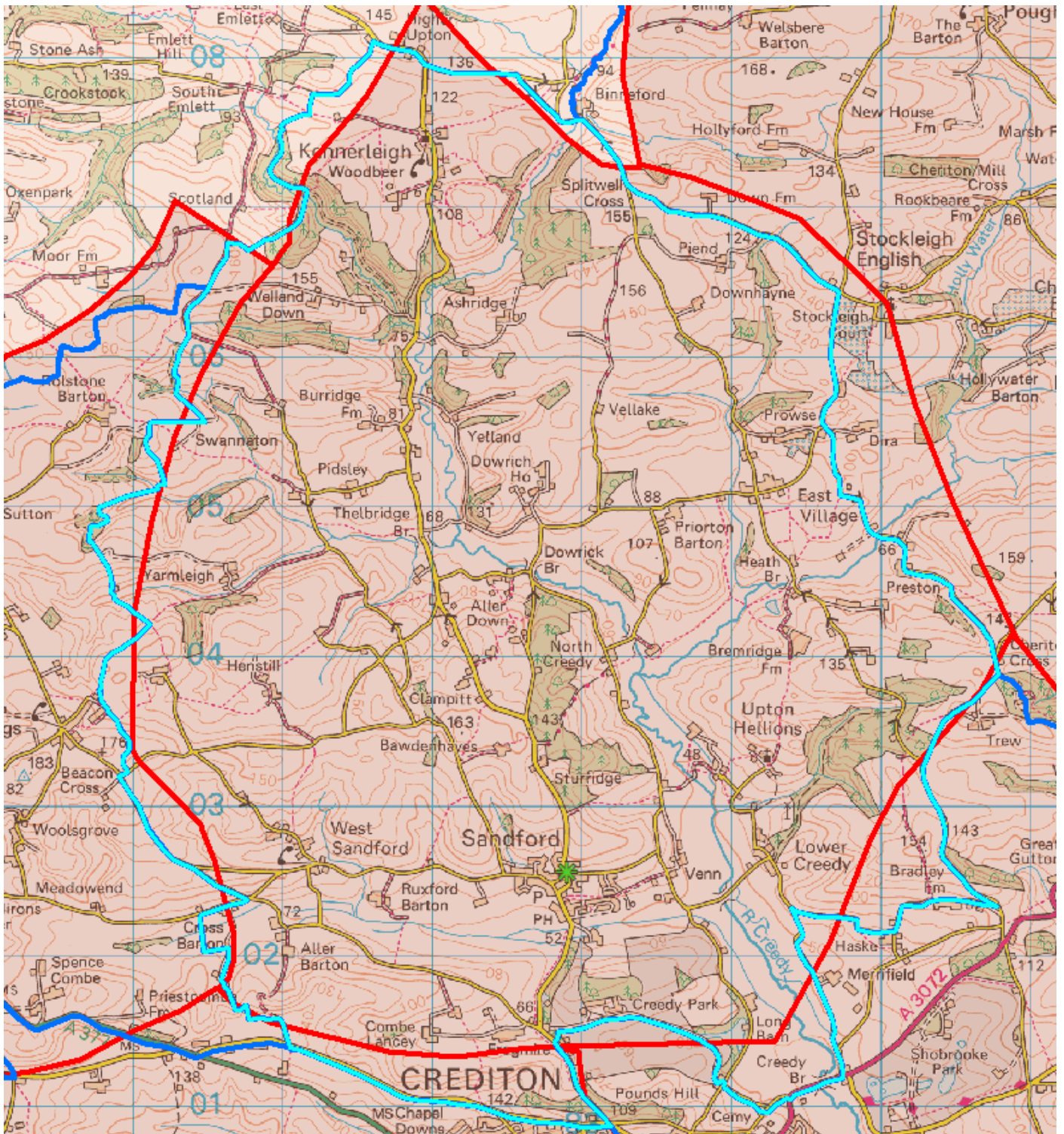
Plymtree Church of England Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

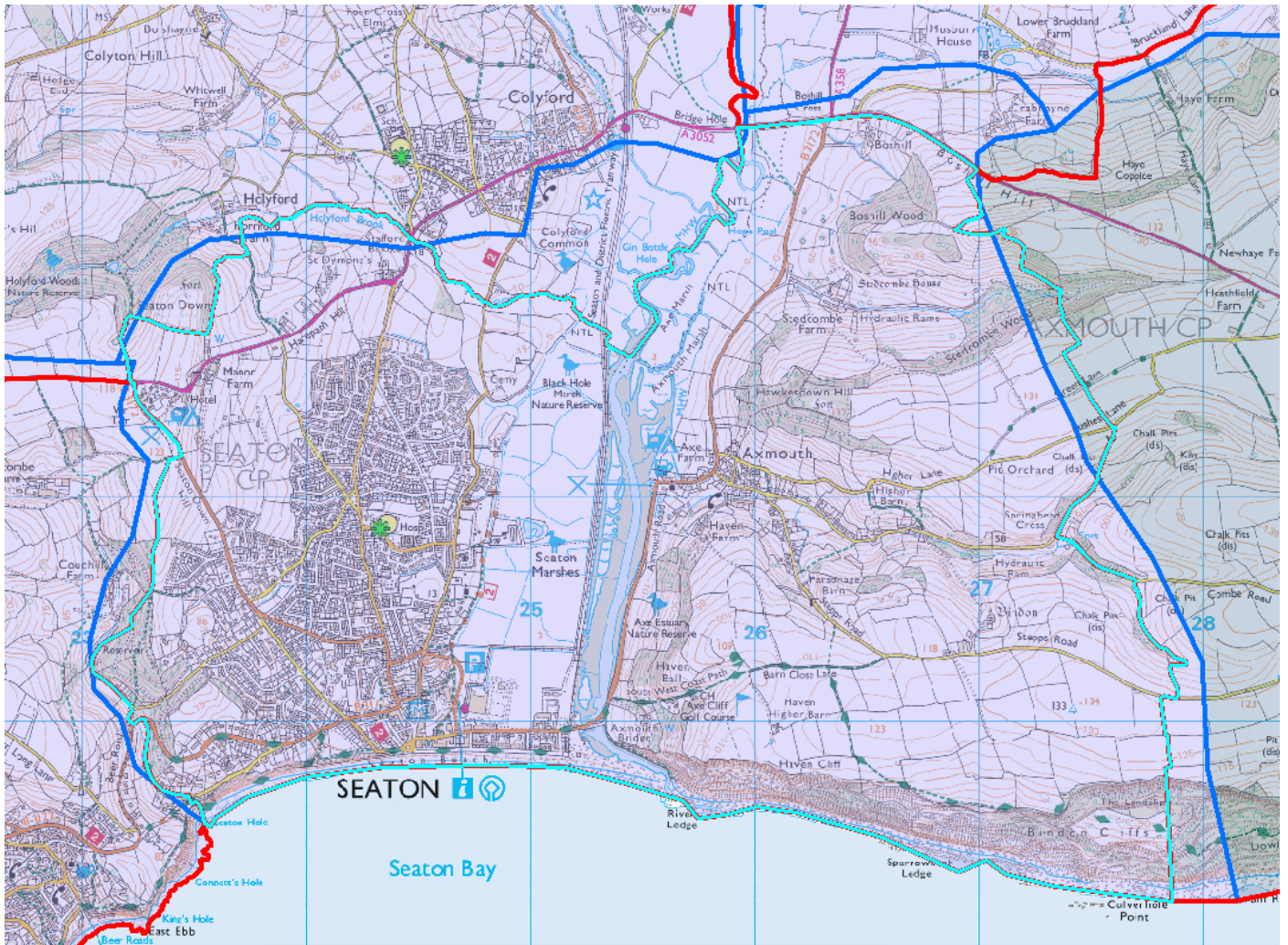
Sandford School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

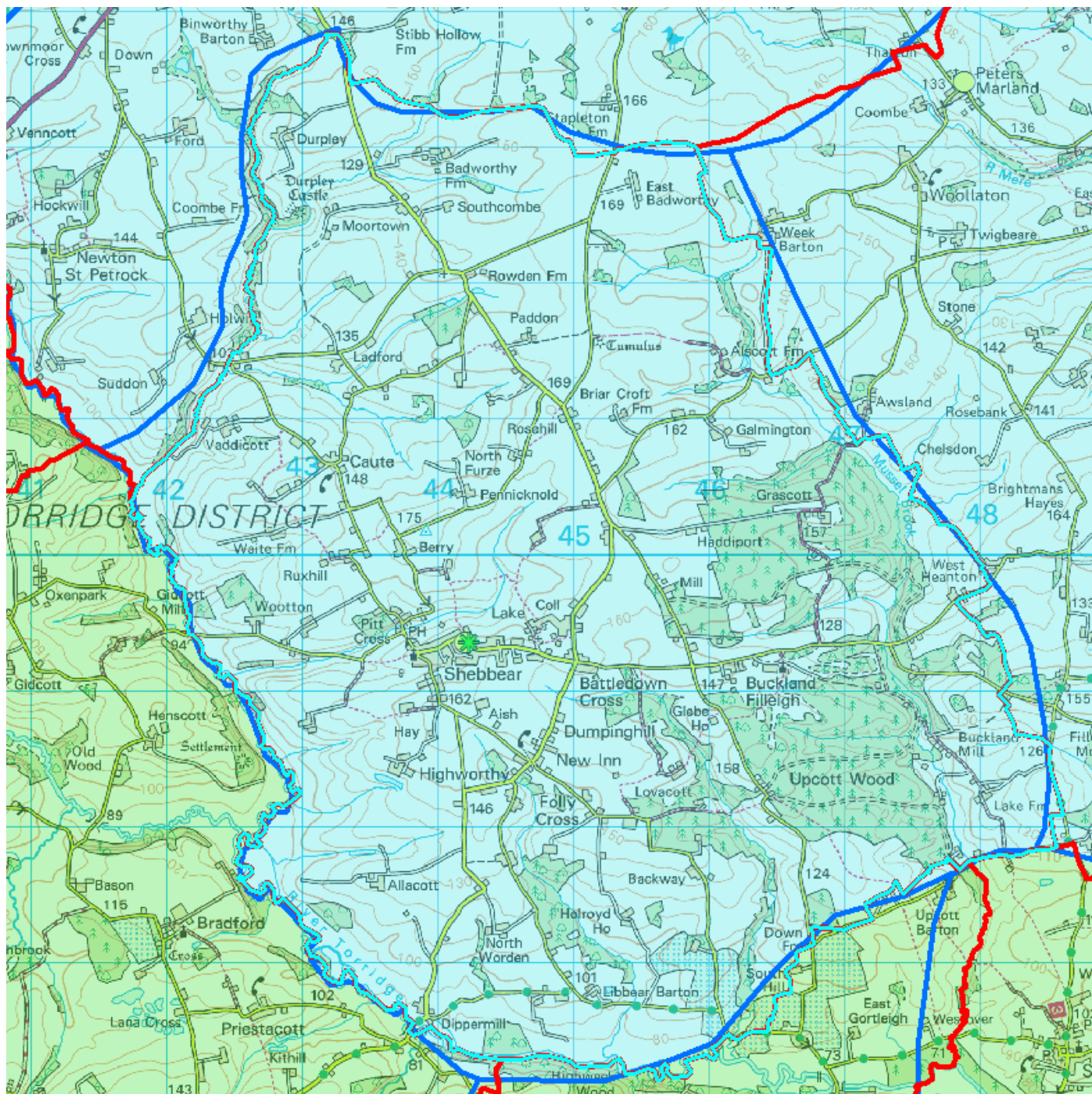
Seaton Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

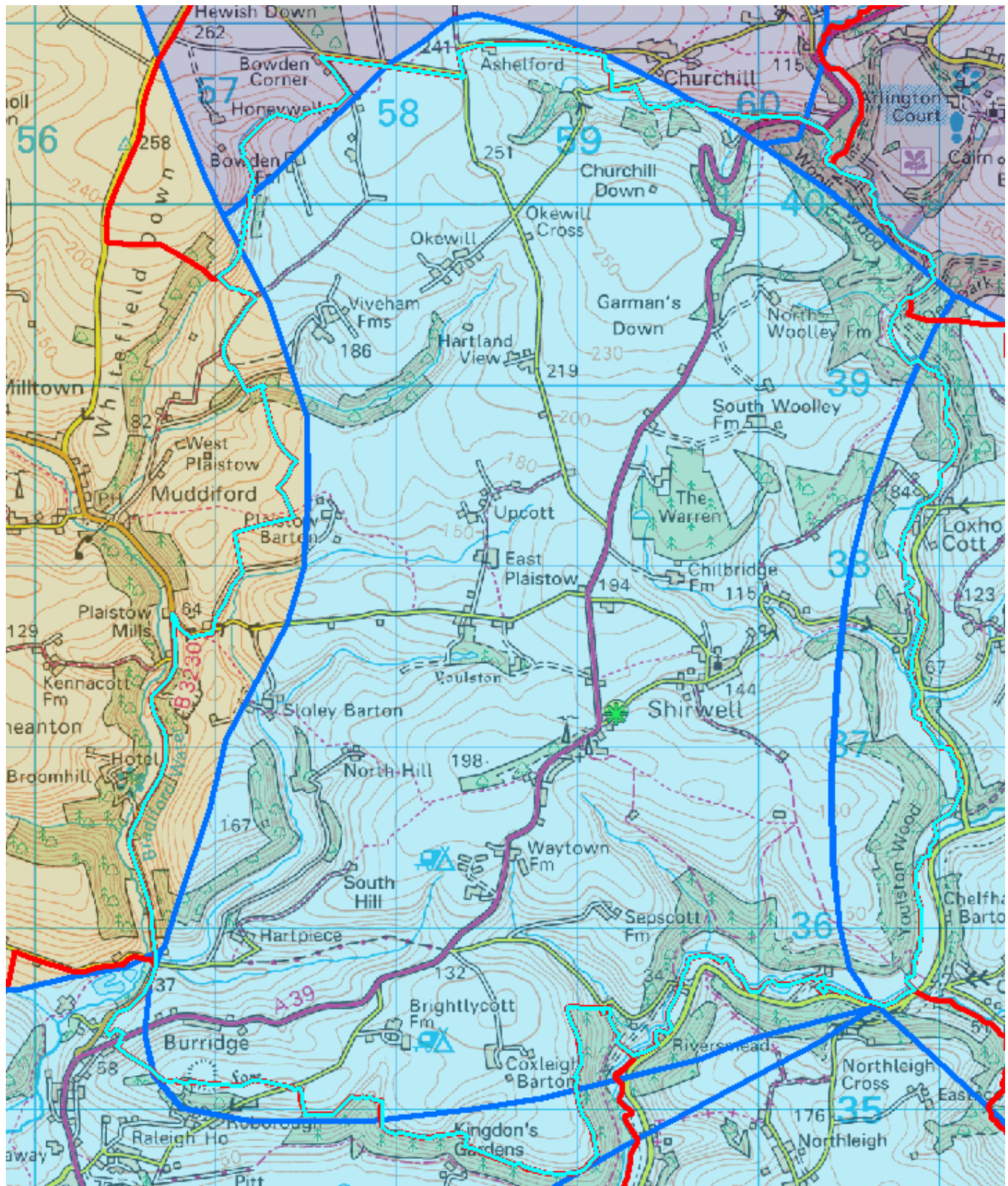
Shebbear Community School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

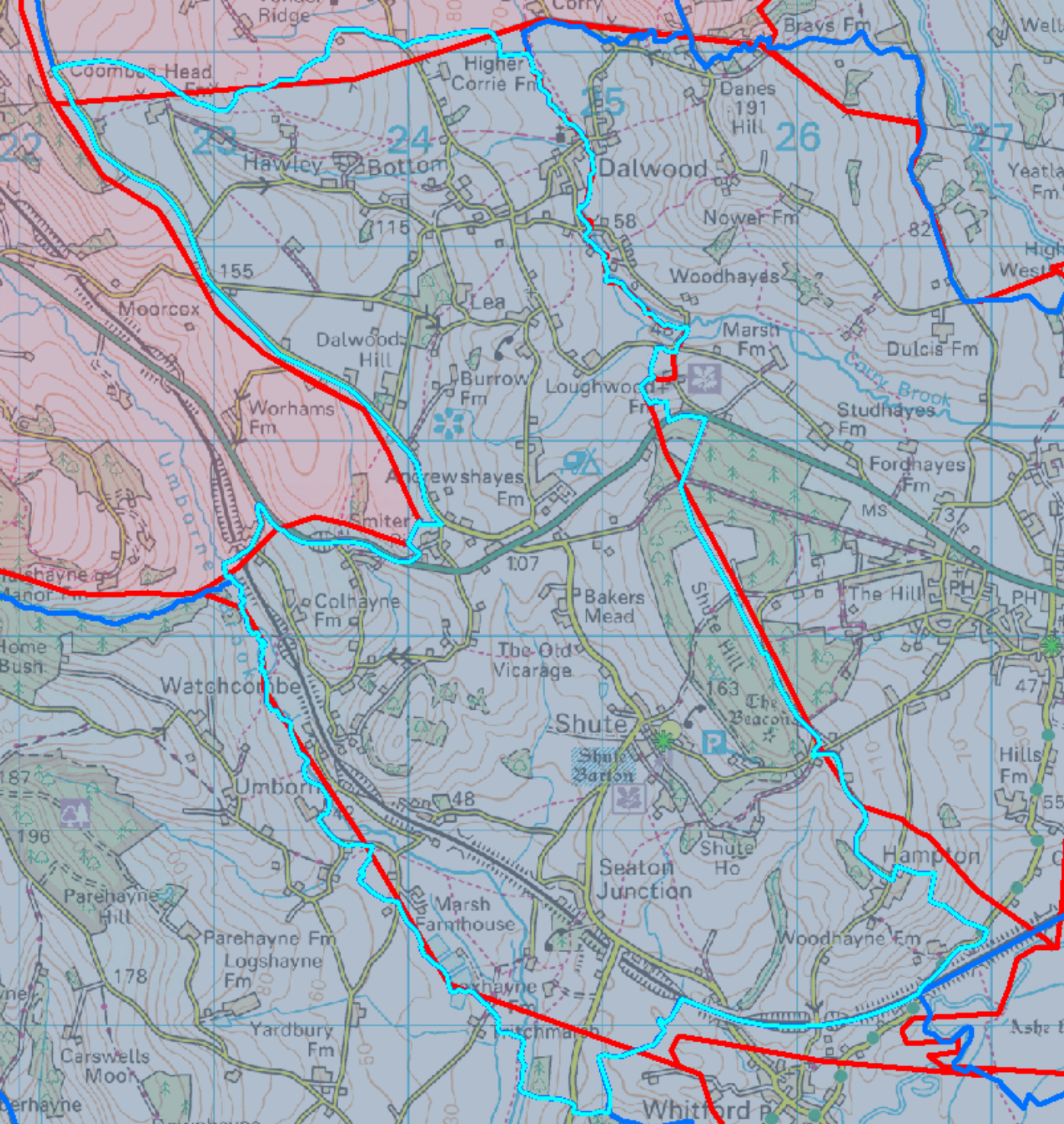
Shirwell Community Primary School





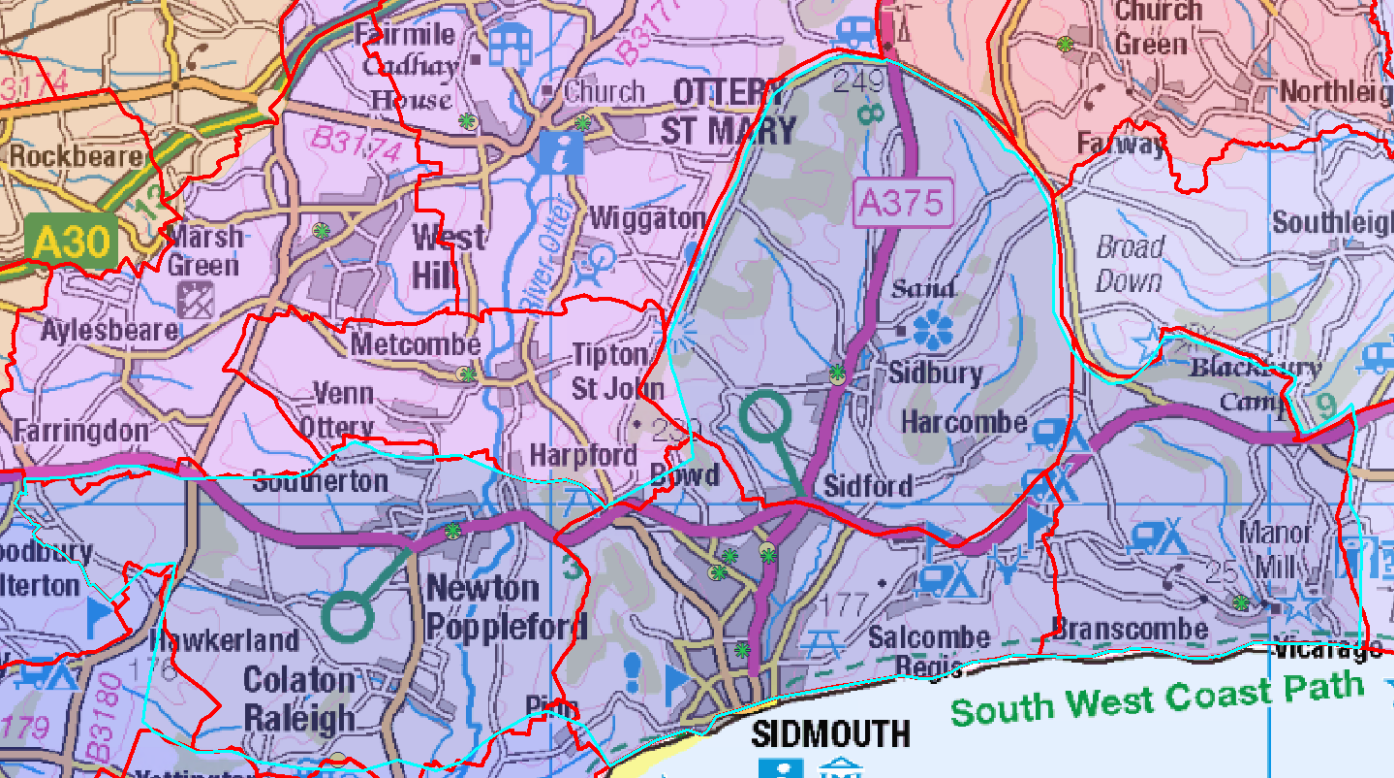
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Shute Community Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

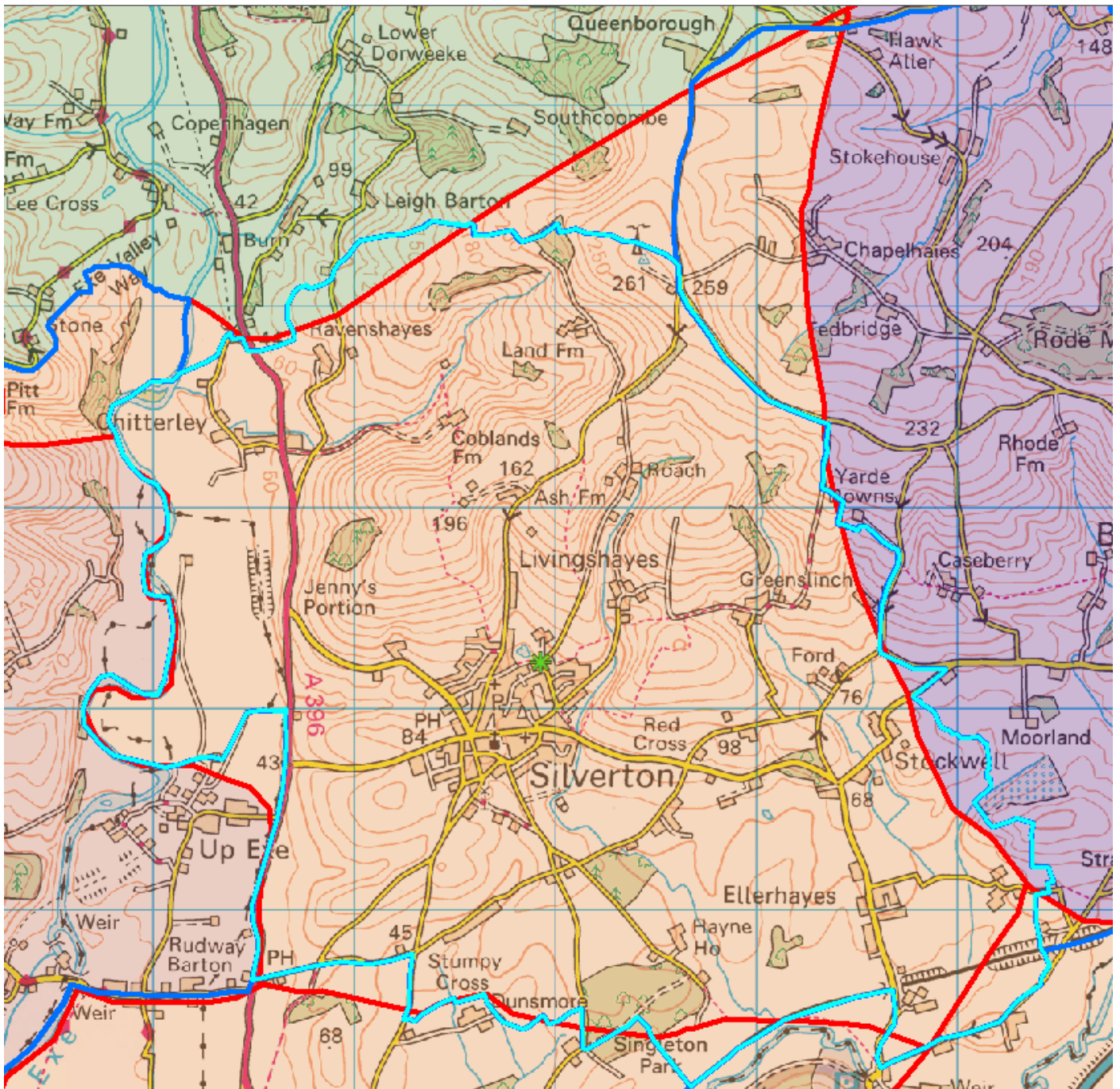
Sidmouth College





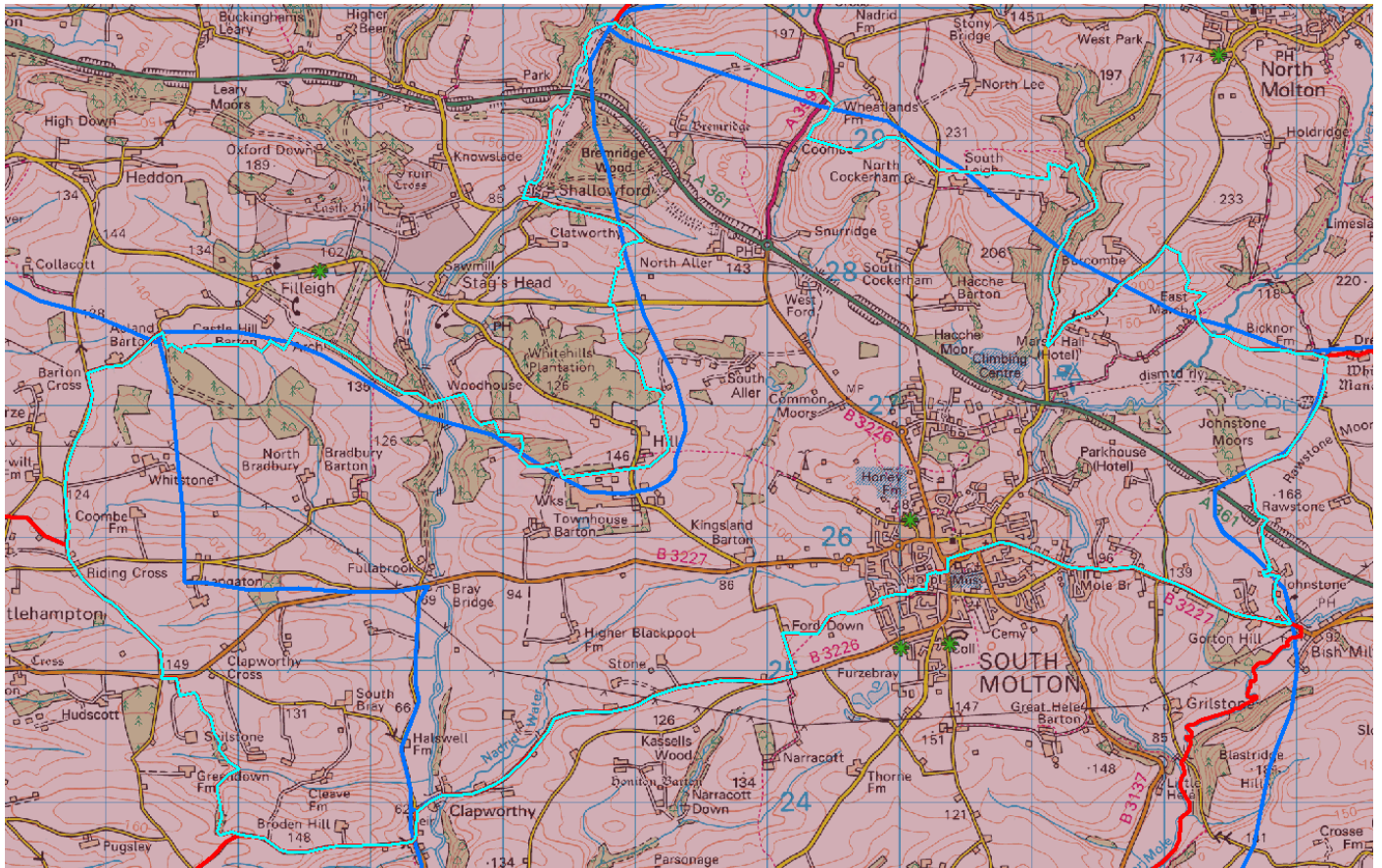
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

Silverton Church of England Primary School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

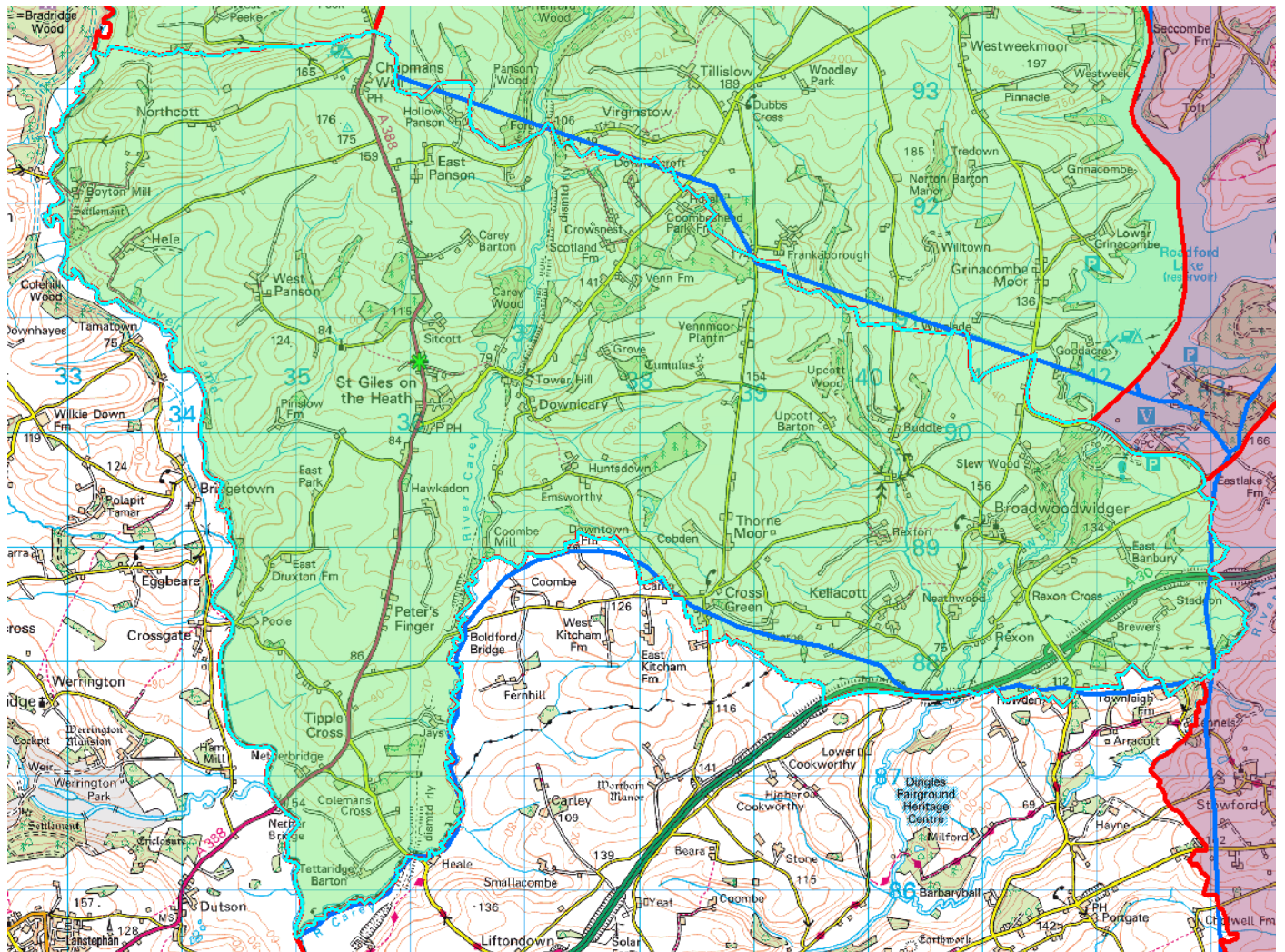
South Molton Community Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

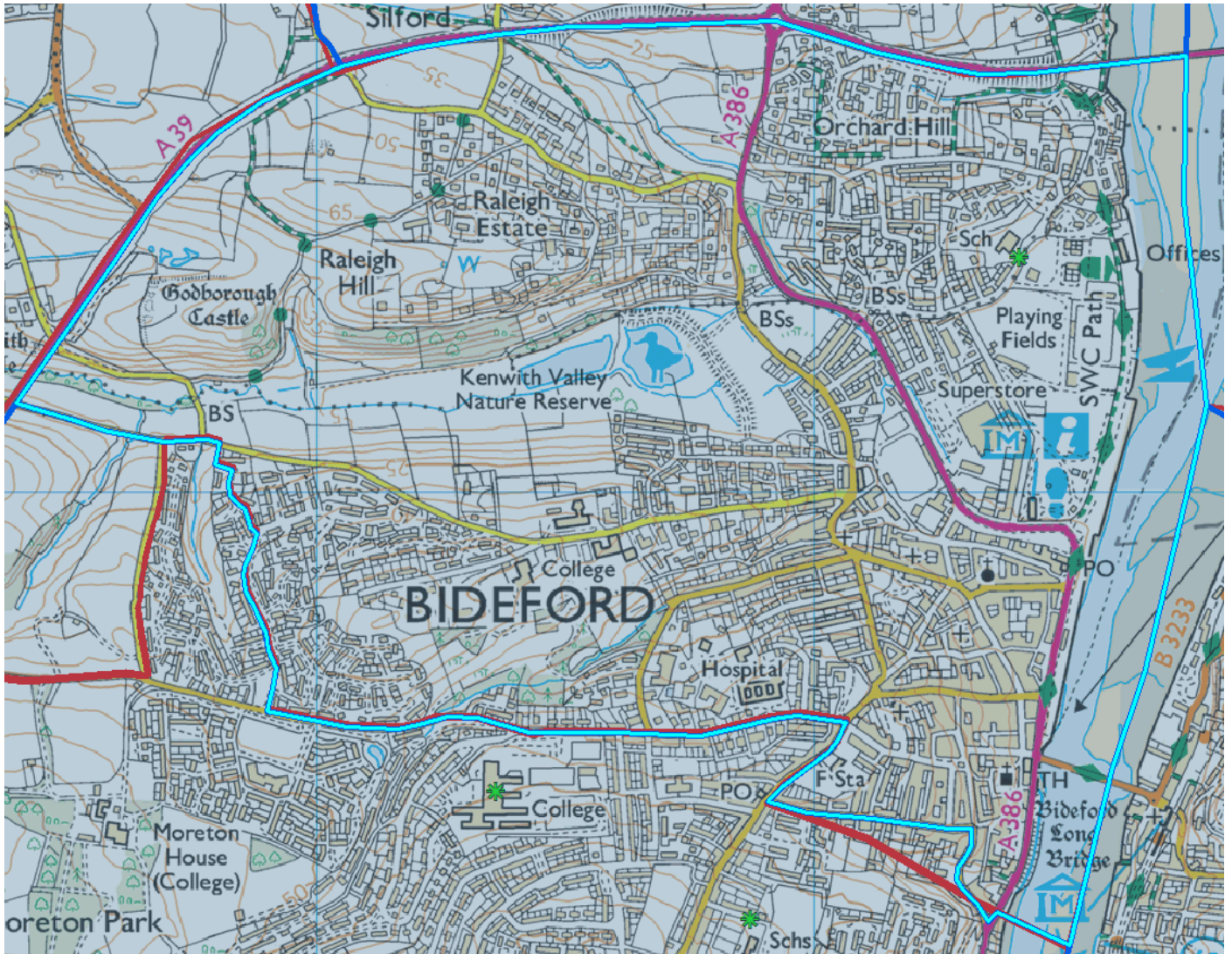
St Giles on the Heath Community School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

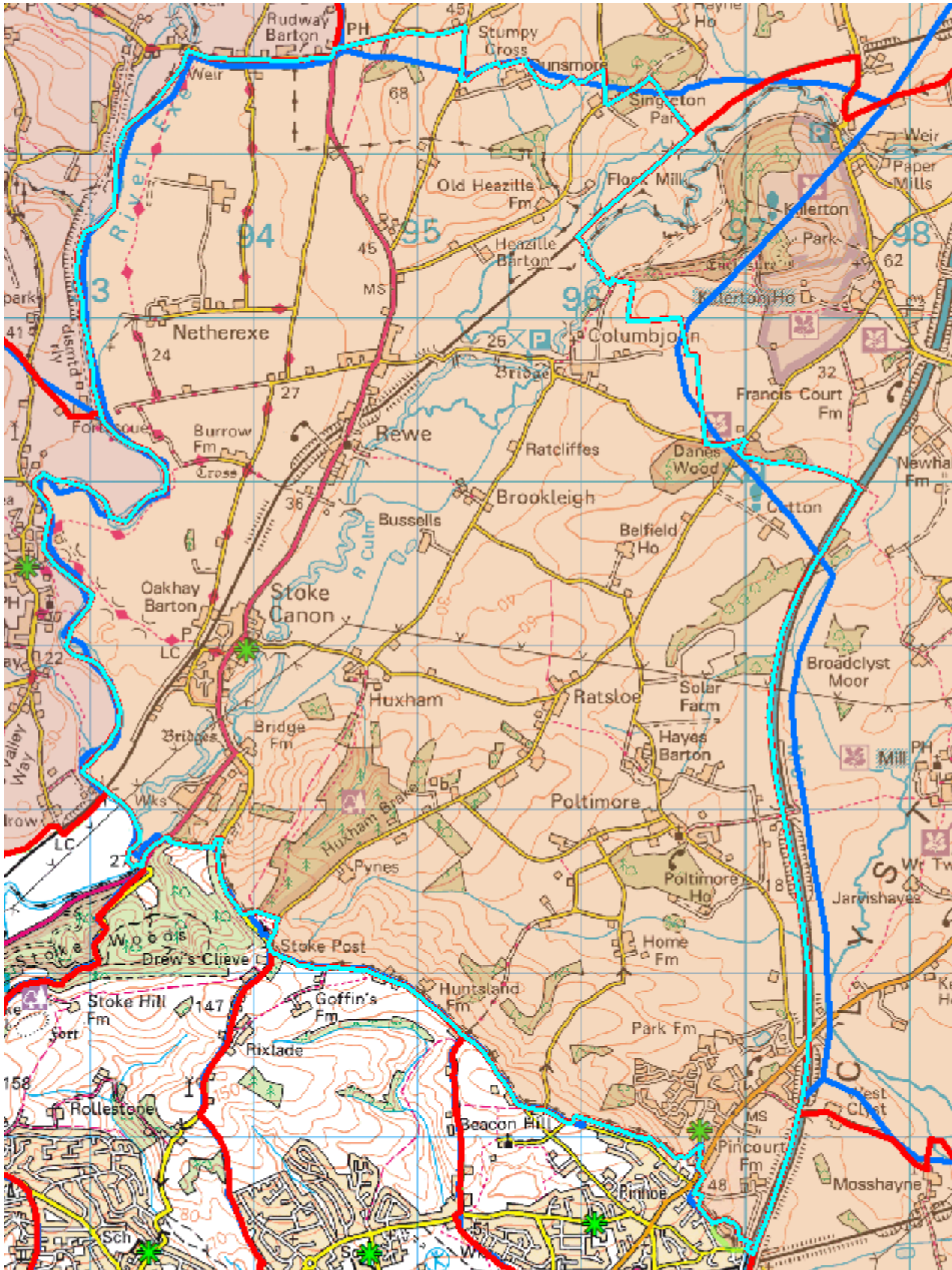
St Mary's Church of England Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

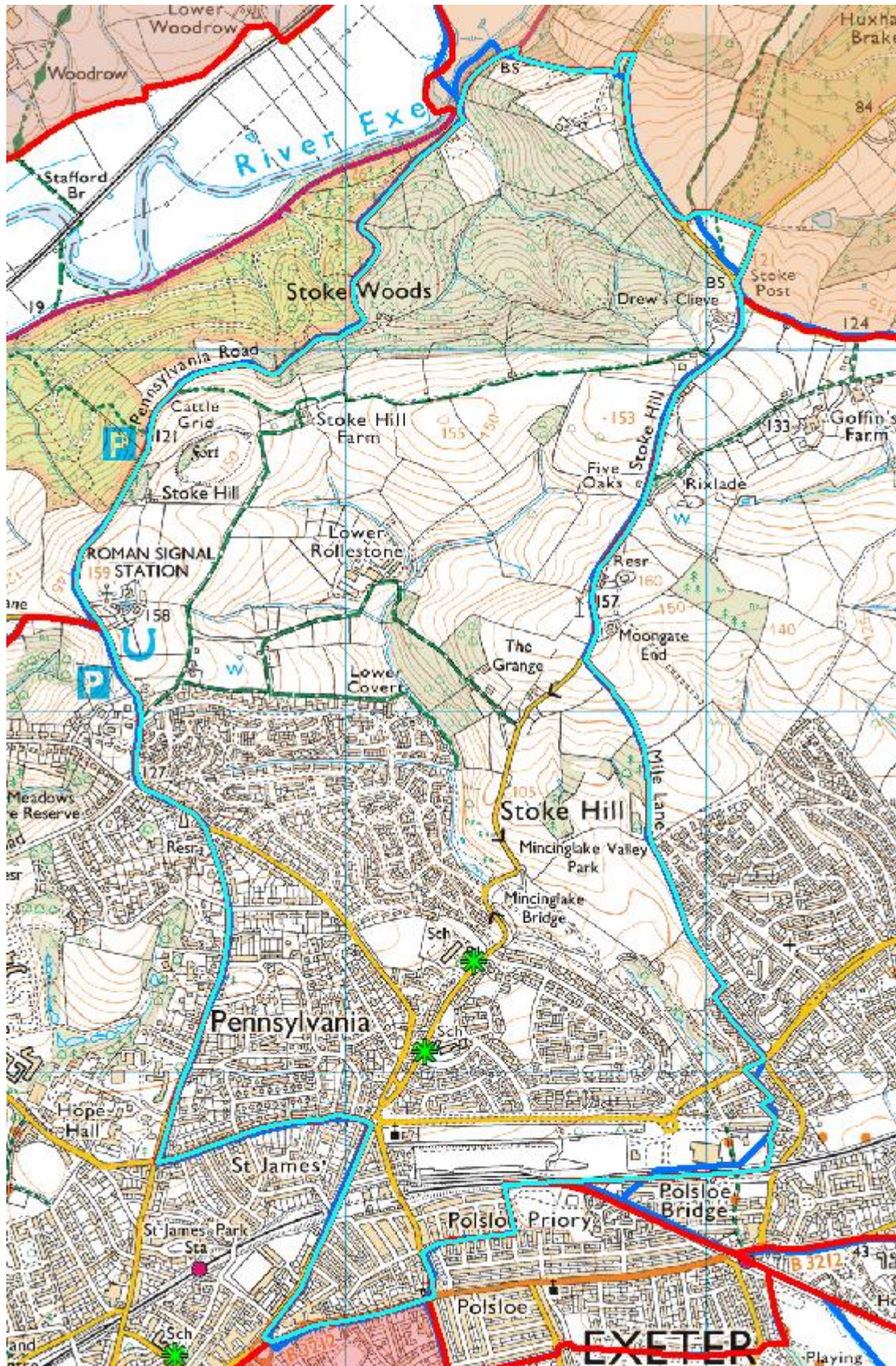
Stoke Canon Church of England Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

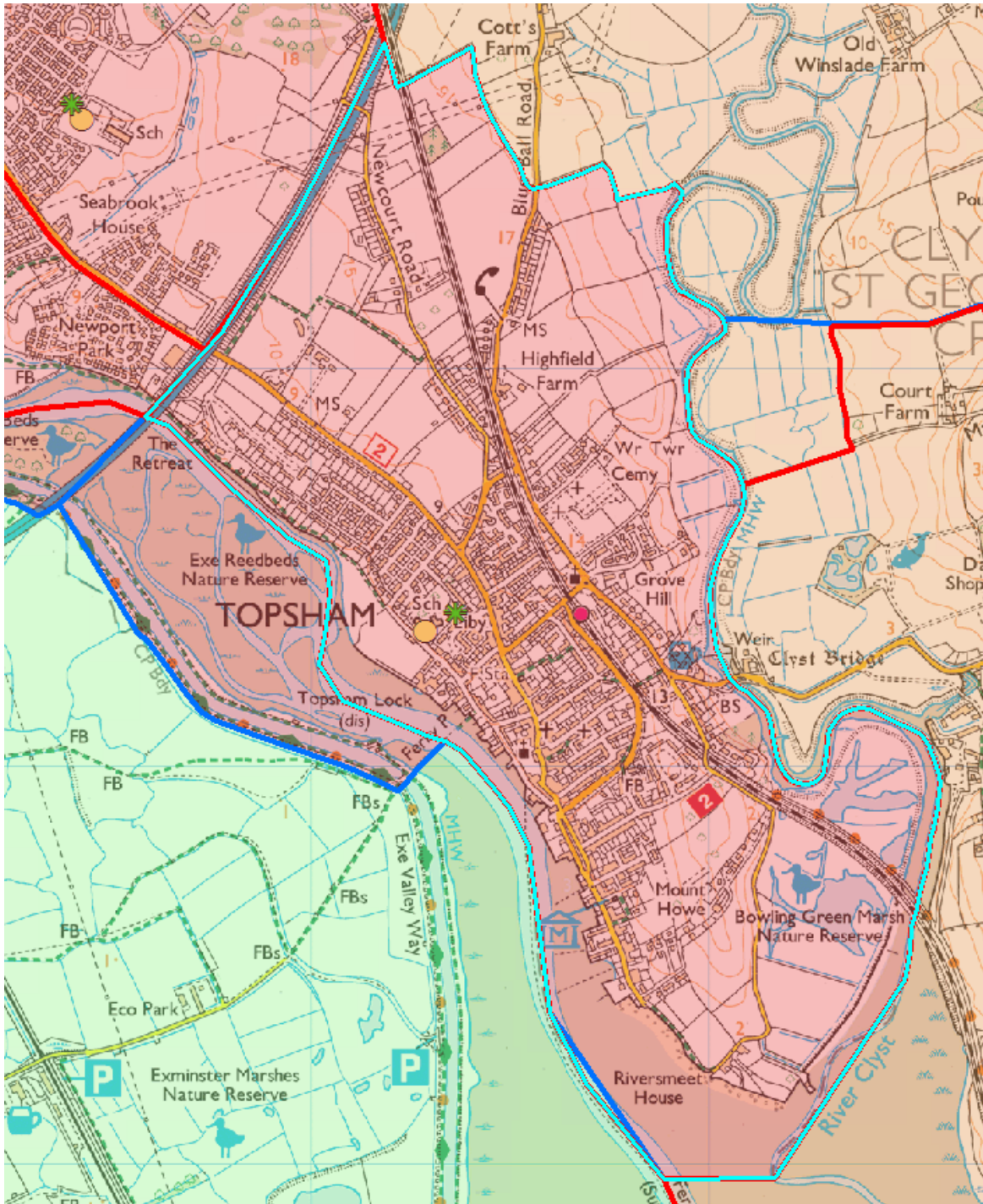
Stoke Hill Infant and Nursery School and  
Stoke Hill Junior School





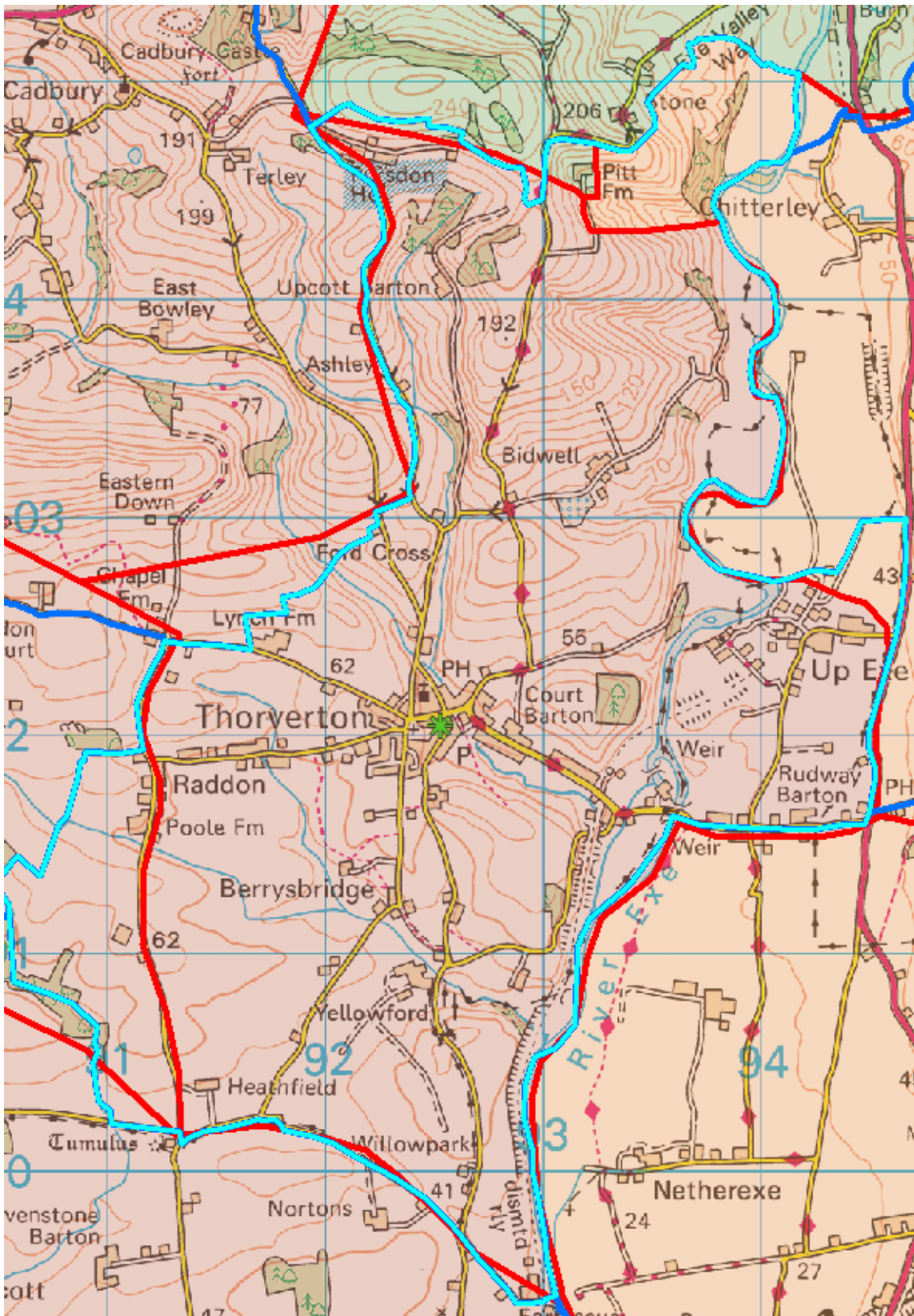
Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

The Topsham School



Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

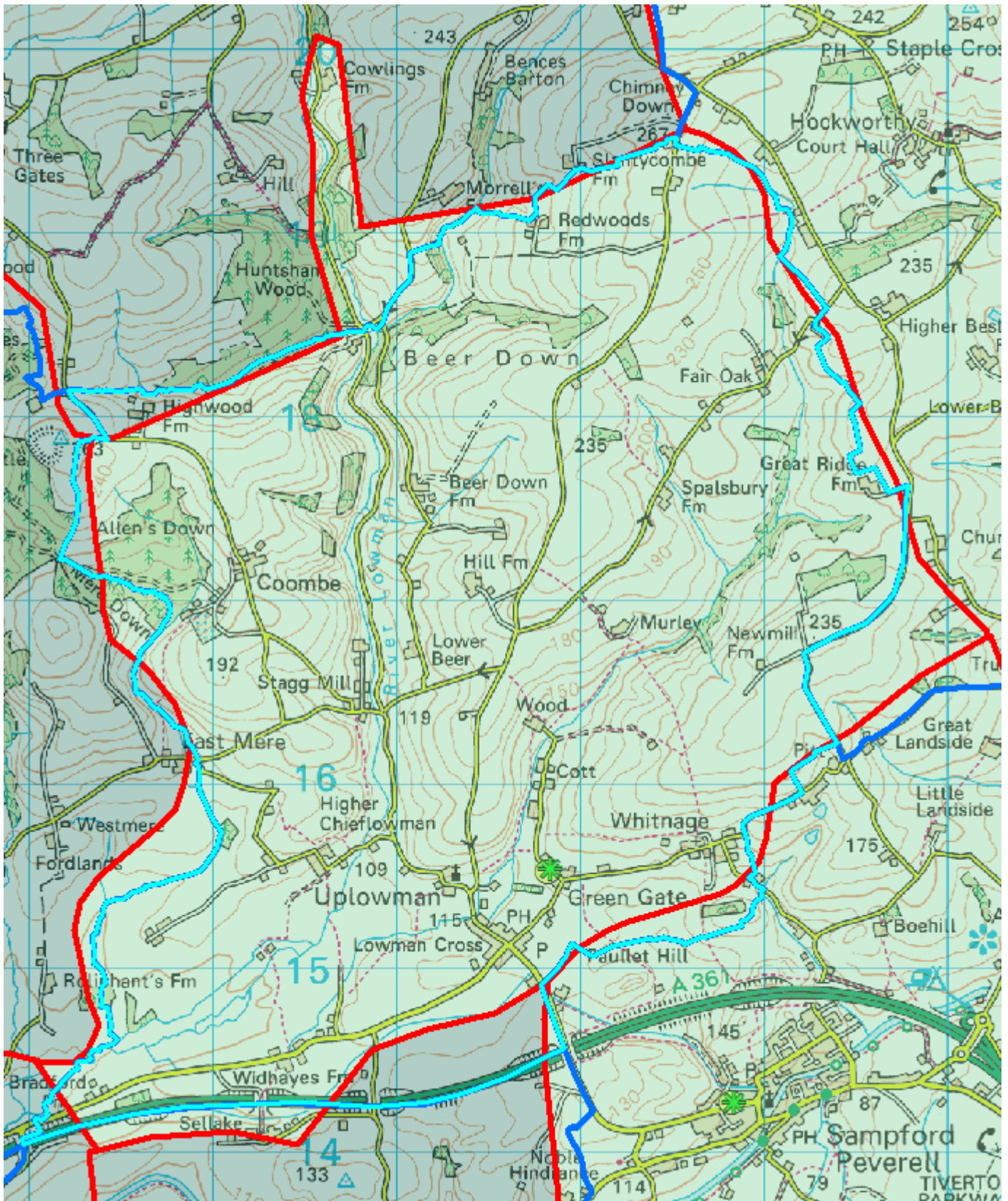
Thorverton Church of England Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

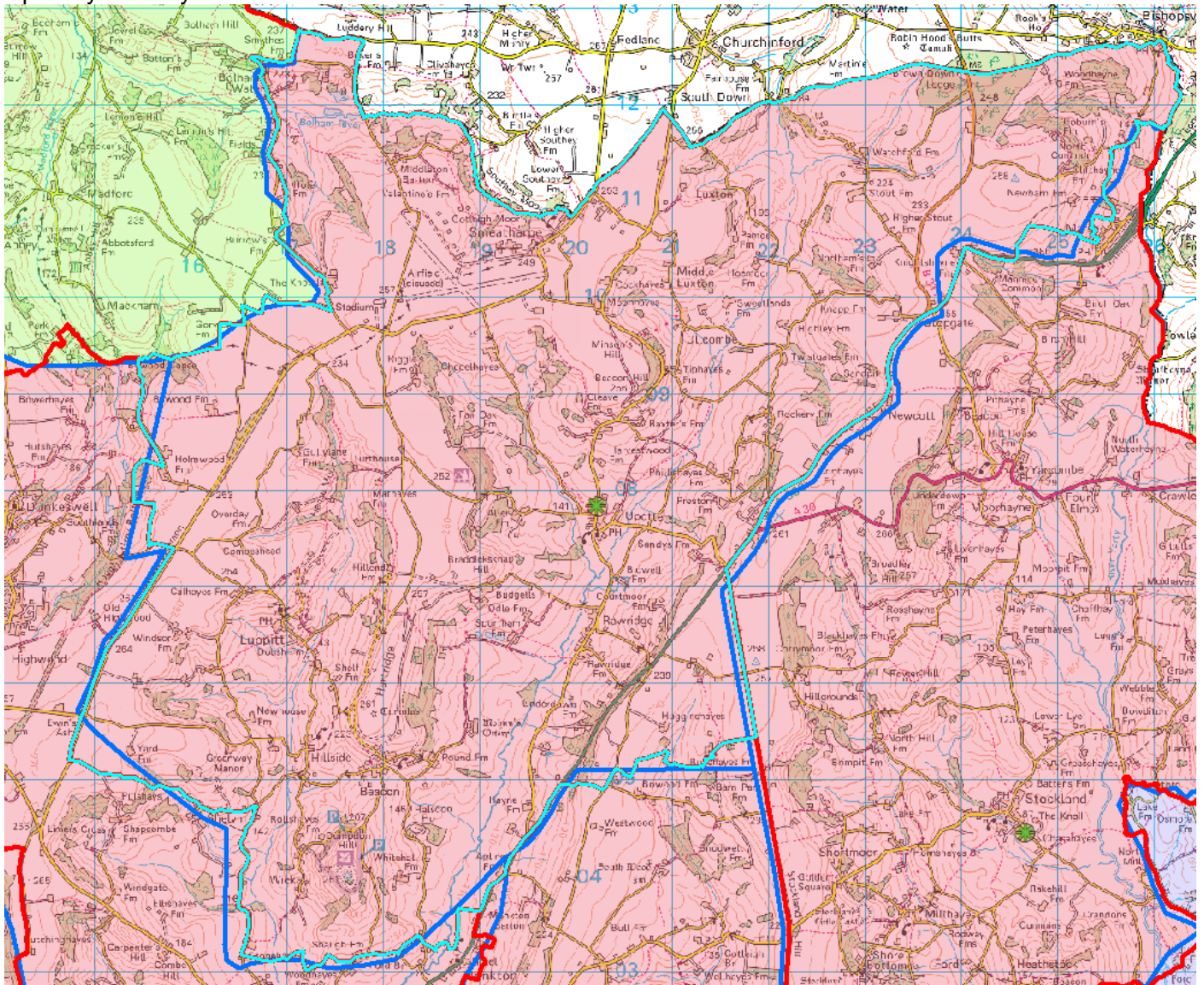
Uplowman Church of England Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

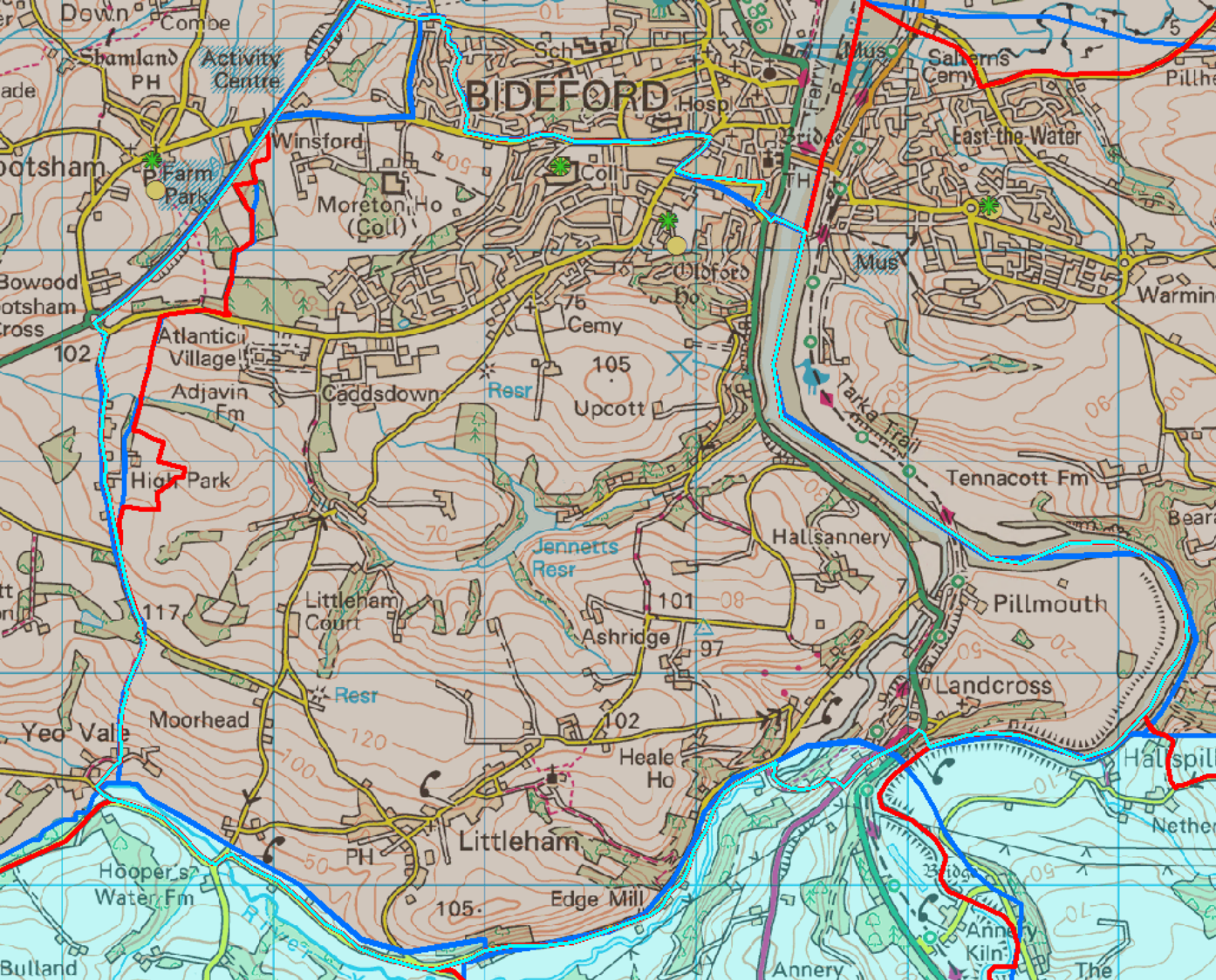
Uptonery Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

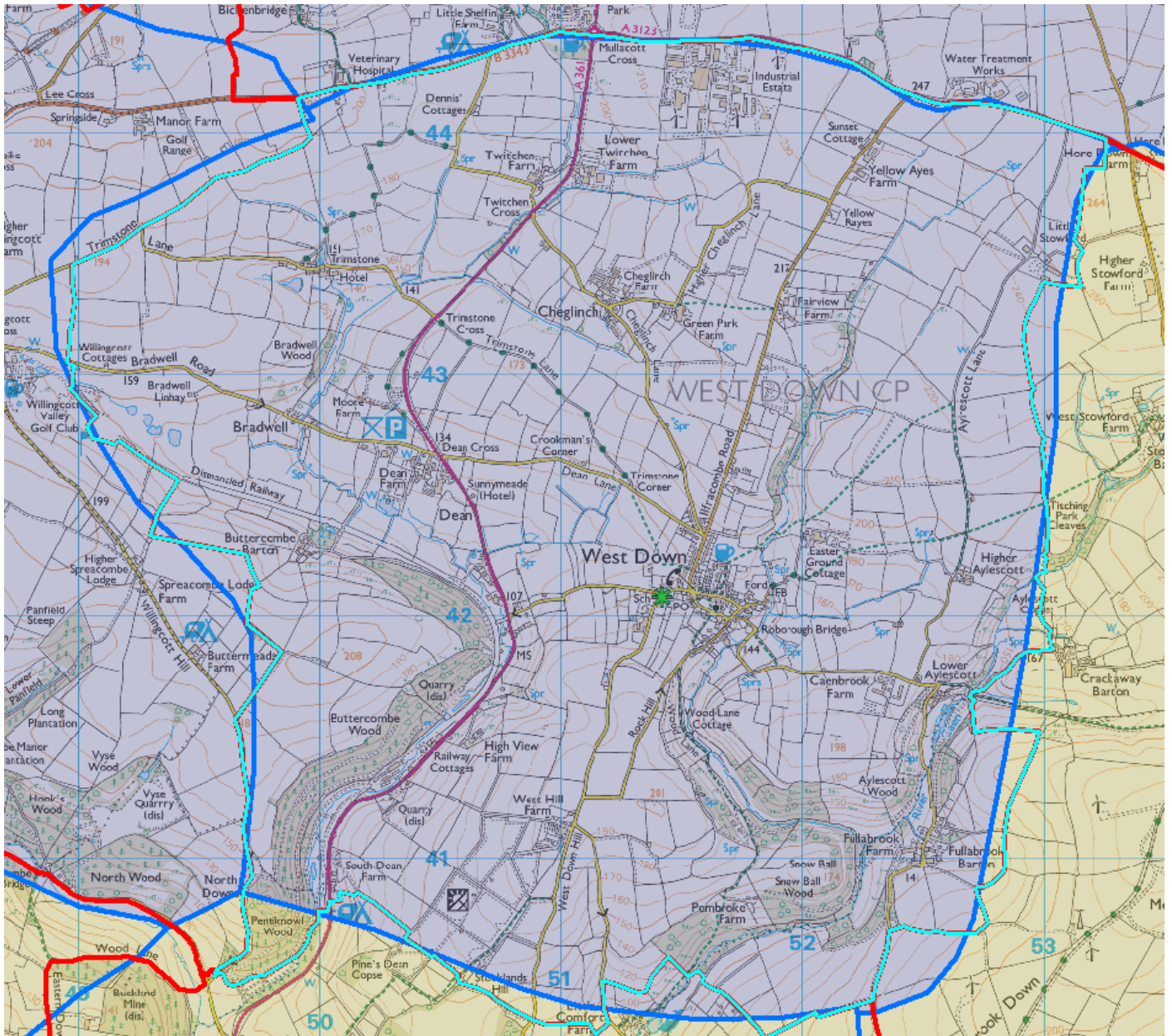
West Croft School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

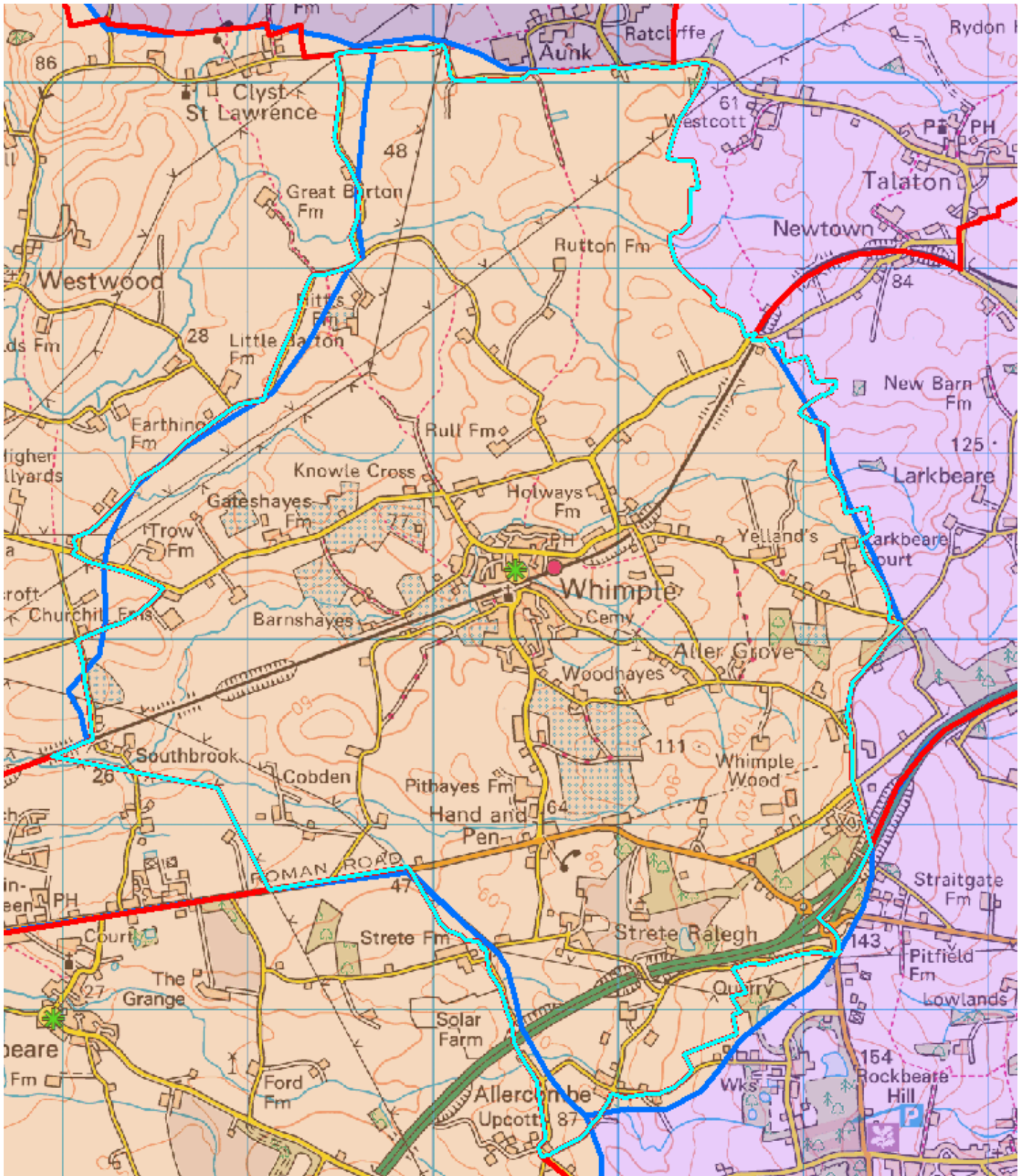
West Down School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

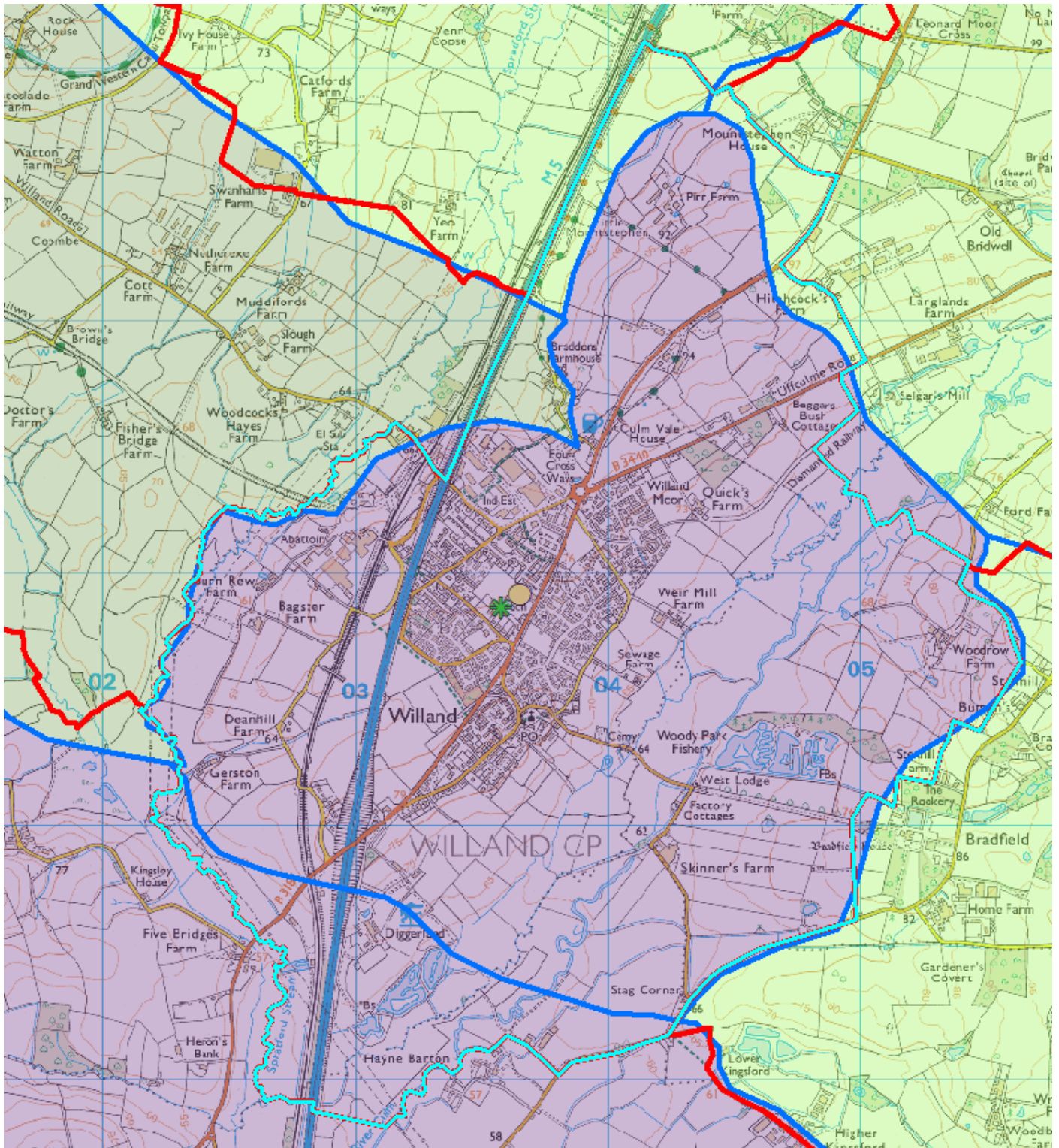
Whimble Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

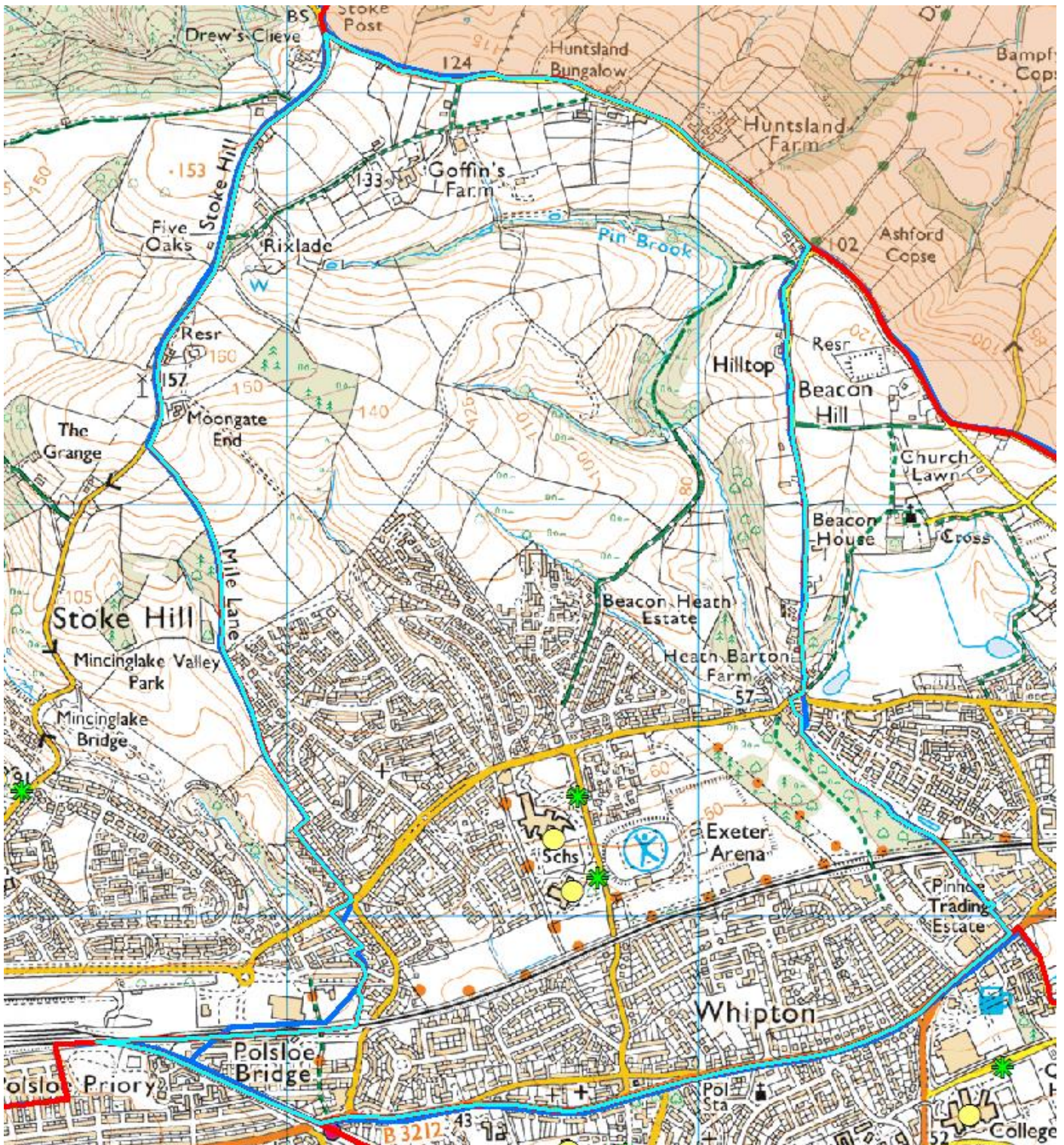
Willand School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

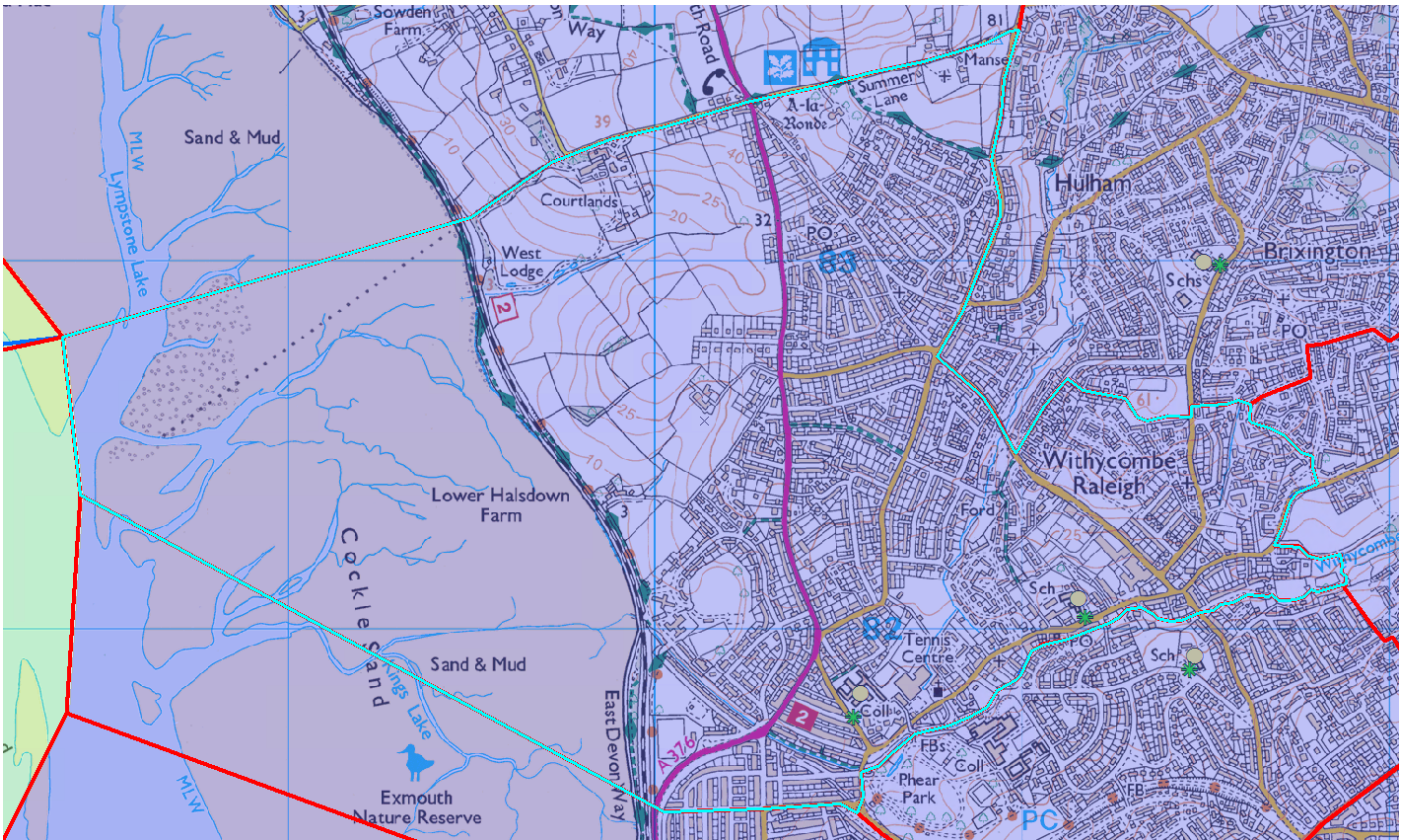
Willowbrook School





Appendix Two – Recommended catchment area amendments for Community & Voluntary Controlled schools

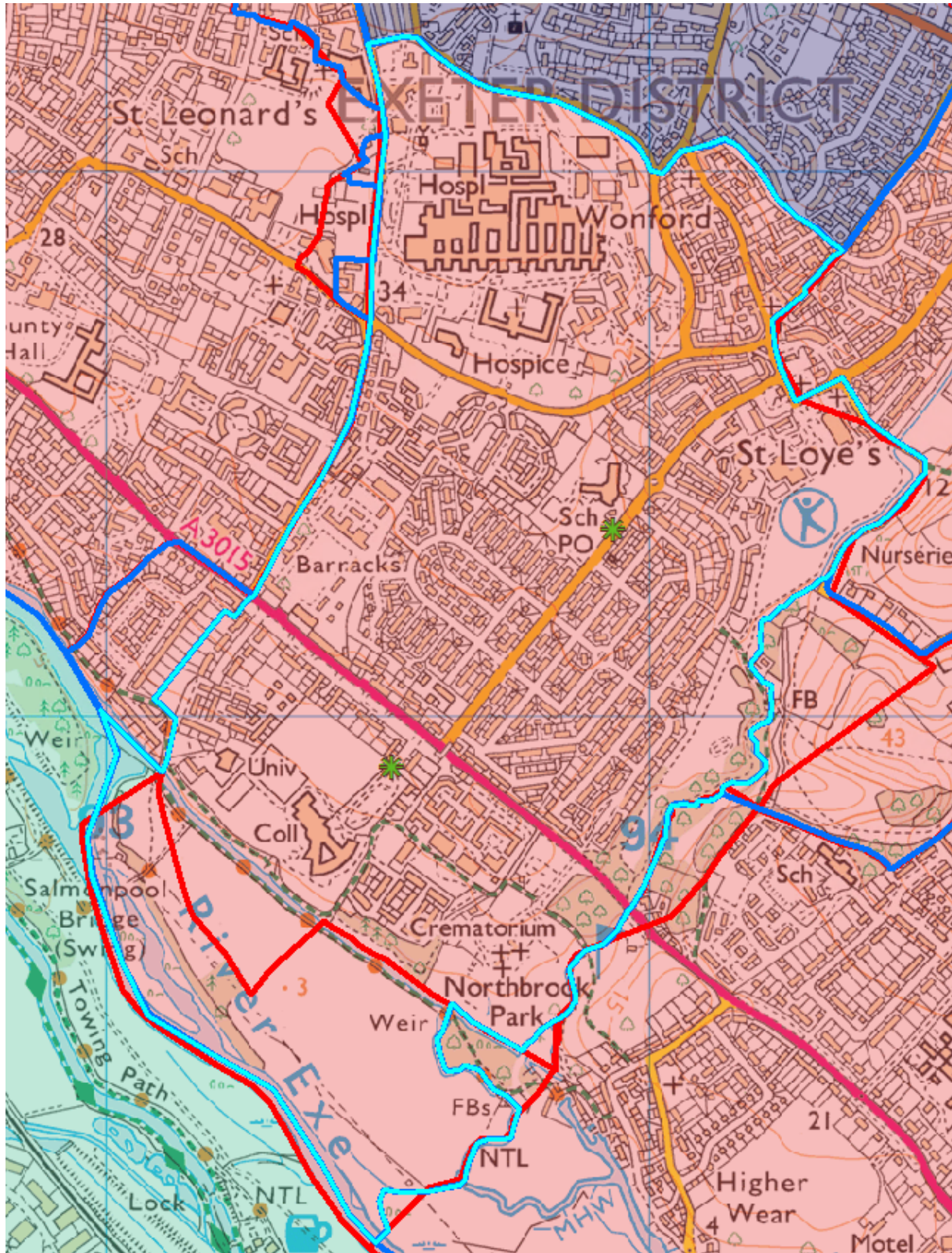
Withycombe Raleigh Church of England Primary School





Appendix Two – Recommended catchment area amendments for Community & Voluntary  
Controlled schools

Wynstream Primary School







# Equality Impact and Needs Assessment Form



<b>A) Description</b>	
	Name of service, function, policy (or other) being assessed
	<b>School Admissions</b>
	Directorate or organisation responsible (and service, if it is a policy)
	<b>Education and Learning, Children’s Services</b>
	Date of assessment (DD/MM/YY)
	2.1.2023
	Date next assessment due (3 years)
	2.1.2026 (or on any further change to the policy)
	Names and/or job titles of people carrying out the assessment
	Andrew Brent, Senior Policy Officer (Education)
	Accountable person (e.g. Head of Service)
	Simon Niles, Children’s Services Strategic Manager
	Date EINA Form approved by accountable person (e.g. Head of Service)
1.	<p>What are the aims or main purpose of the service, function or policy? What does it provide and how does it provide it?</p> <p>Devon County Council aims to assist parents seeking places in maintained schools by operating policies and protocols which comply with relevant legislation and are consistent, fair and transparent. The policies combine to provide a framework for admission according to the different needs and circumstances of children.</p> <p>The Admissions Team provides an objective and informed service to parents, schools and other local government officers. It operates the policies and protocols which are determined by the Council and seeks to monitor their effectiveness.</p> <p>The service seeks to determine pupil admission arrangements which maximise parental preference and promote social equity and community cohesion.</p>

	The Admissions Policy sets out the procedures for ensuring that parents and learners are able to access statutory mainstream education aligned to national policy/code.
2.	Location or any other relevant information
	Current policies and protocols are held on the School Admissions Arrangements website ( <a href="http://www.devon.gov.uk/admissionarrangements">www.devon.gov.uk/admissionarrangements</a> ) and can be accessed via webpages such as the determined admission arrangements and admissions. All admissions policies of the LA are published at <a href="http://devon.cc/lapolicies">http://devon.cc/lapolicies</a> and, for individual schools at <a href="http://devon.cc/schoolpolicy">http://devon.cc/schoolpolicy</a>
3.	List any key policies or procedures to be reviewed as part of this assessment.
	Co-ordinated In-Year Admissions Scheme Co-ordinated Normal Round Admissions Scheme In-Year Fair Access Protocol Individual admissions policies for mainstream state-funded schools in Devon
4.	Who is intended to benefit from the service, function or policy?
	Devon-resident children and their parents/carers, children living outside of the Devon County Council area who attend schools within Devon and their parents/carers; schools, stakeholders and local authority officers.
5.	Who are the stakeholders? What is their interest?
	The stakeholders are:  Parents and carers – interested in their children receiving appropriate education, according to their preferences wherever that is achievable;  Schools – interested in enabling children to apply for and register with them;  Local diocese officers – enabling children to be admitted to particular schools on faith grounds;  Local authority officers – clear procedures to enable applications to be submitted, processed and resolved; including reference to the Gypsy, Roma and Traveller and wider BME communities.  School Organisation, Capital and Admissions Group – monitoring the fairness and legality of the scheme;  Devon Schools Leadership Service, Devon Association of Governors – interested in the efficient working of admission arrangements for their schools and pupils.
6.	Are there any concerns at this stage which indicate the possibility of inequalities/negative impacts? For example: complaints, comments, research, outcomes of a scrutiny review. Please describe:
	While the number of school places in an academic year is largely finite, there will continue to be a number of schools under-subscribed and others which are over-subscribed. Some parents will wish

	to appeal against a decision to refuse an application. Care must be taken to retain public confidence that the policies are as fair as possible and do not result in disproportionate numbers of refusals for particular groups of children or a disproportionate number of challenging children in schools
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**B) Relevance – Note: if not relevant, do not complete this form**

Select <b>all</b> that apply:			Scale of relevance	
7.	Service or function that people use.	Yes	Low	
8.	Discretion is exercised, or potential for people to experience different outcomes or level of satisfaction.	Yes	Medium	Section C applies
9.	Employment policy – where discretion is not exercised.		Medium	
10.	Employment policy – where discretion is exercised (e.g. recruitment or disciplinary process).		High	Sections C & E apply
11.	Concerns at a local, regional or national level of discrimination/inequalities.	Yes	High	
12.	Major change such as the closure, removal or transfer of a service/provision.		High	
13.	Community and regeneration strategies, local area agreements and organisational or directorate/partnership strategies/plans.		High	

Other:

State why it is relevant:

How relevant (high, medium or low?):

Mark 'X' to confirm which strands are relevant to the review:

Age	X	Disability	X
Gender (men and women)	X	Race/ethnicity	X
Trans-gender	X	Religion/belief	X
Sexual orientation	X	Other (state below)	

Any other (such as Human Rights, people on low incomes and specific sub-strands requiring particular focus such as Travellers and Gypsies, Deaf people):

The Gypsy, Roma and Traveller Communities



Children from split families.	
<b>C) Information</b>	
14.	What information (monitoring or consultation data) have you got and what is it telling you? <i>Required where relevance is Medium or High.</i>
	Customer response surveys are intended to analyse the outcomes for service users: is any group in the community disproportionately represented among those refused a school place? What levels of satisfaction with the service are demonstrated across different communities, irrespective of the service outcome? How do service users feel about the admissions process?
<b>D) Assessment</b>	
15.	Describe any NEGATIVE impacts (actual or potential):
Gender	<p>Is the service easier to access for either gender? Non-resident parents – often Fathers - their child may feel disenfranchised from the Admissions process. The information process does not take into account whether a child lives with one or both parents. Literature is sent to the child’s registered address unless there is a specific request for it to be sent to an additional address.</p> <p>Children who are transgender may feel their circumstances are not acknowledged in the Admissions process when seeking admission to single-sex schools outside Devon.</p> <p>Children or their parents may feel alienated by the use of gender-specific or limiting questions in applications.</p>
Race/ethnic origin	<p>Parents and carers for whom English is a second language or without any knowledge of the English language may have difficulty in accessing information about Admissions.</p> <p>Parents and carers may not feel that the service is operated by or for their community representatives. Cultural norms for some communities may combine with other issues to make access to Admissions services more difficult.</p>
Disability	<p>Parents and carers with visual impairment may have difficulty accessing information.</p> <p>Children or parents and carers with mobility challenges may feel it is more difficult to access maintained education establishments.</p> <p>People with learning disabilities may find it difficult to access information or to communicate with staff.</p>

		Parents with learning disabilities may find it difficult to complete application and supplementary information forms, including those available as hard copies only.
	Sexual orientation	People who are lesbian, gay, bisexual or transgender may feel that the language used is not inclusive and they are thereby less comfortable accessing it.
	Age	<p>While the large majority of service users are aged below 50, older parents and carers may feel isolated by use of language and assumptions regarding the relationship with the child.</p> <p>The needs of service users of working age may be ignored through the provision of Admissions meetings and open days which are at an inconvenient time.</p> <p>Access to education is limited to people within a set age range. Devon does not offer admission to maintained schools to adults nor manage admissions post 16.</p>
	Religion or belief	<p>Does the provision of the service and choice of school in Devon reflect the needs and preferences of members of different religious faiths? There are no maintained schools serving the Muslim, Hindu or Jewish faiths for example.</p> <p>Do families with a preference for “non-faith” schools feel their wishes are ignored in areas where the number of non-faith schools is limited?</p> <p>Do admission arrangements impose unfair admissions criteria on children of faiths other than Christian?</p>
	Other socio-economic factors	<p>Is the means of presentation of information socially divisive – do those people without internet access have reasonable options to access information? Are groups such as ex-offenders or unemployed people disadvantaged by the practices of the service? Is there a fair distribution of resources across areas of Devon?</p> <p>Are there schools in all areas that are rated Good or Outstanding by Ofsted or have a positive perception by their local and wider communities?</p> <p>Following guidance from the Department for Education, priority for siblings of children will be limited to children living in the same household as a single family unit. Do economic considerations prevent access to education, particularly in more rural areas of Devon?</p>

	Human rights	Does this service impact on freedom of expression, thought or belief? Does it respect the right to privacy and family life?
16.	Describe any POSITIVE impacts:	
	Gender	<p>The service makes no distinction between gender, either for applicants or children. All Devon state-funded schools are co-educational.</p> <p>To support non-resident parents in the application process, Admissions contacts them whenever there is a possibility that there is disagreement between parents. This allows non-resident parents the opportunity to provide court orders or to seek them with regard to Child Arrangements.</p> <p>To support transgender applicants, information is provided to encourage applications to a person's preferred school and for discussion with the relevant admissions authority regarding gender identity.</p> <p>There is no impact on the admissions decision for Devon's co-education schools support would be provided for families seeking admission to a single-sex school in another LA area.</p>
	Race/ethnic origin	<p>The oversubscription criteria enable children to seek admission to schools away from the home local area. Where an area is home to a greater proportion of children from a minority ethnic group, the service facilitates greater integration at other establishments.</p> <p>No interviews are allowed in the admissions process, reducing the risk that a member of the black or minority ethnic communities may feel their outcome was adversely affected.</p> <p>Composite prospectuses contain a statement translated into main community languages explaining that additional support is available in other languages.</p> <p>The 11+ selection tests for entry to the county's selective school comply with the Admissions Code in being flexible to parents and carers needs. This would include a facility for a test on a Saturday or Sunday to take account of religious observances.</p>



	Applications do not ask for a child's nationality, immigration status or whether the child is in this country at the point of application. All applications are considered in the same way.
Disability	<p>Information is available through the Devon Parent Partnership for those with visual impairment or where the person is unable to attend at school open days.</p> <p>All schools seek to enable access to people with physical disabilities and mobility challenges. Reasonable measures must be put in place to meet individual need so that children with disabilities are treated no less favourably than other children.</p> <p>Where a parent seeks additional priority for admission to a specific school on his or her own exceptional needs, this can be taken into account for admissions.</p>
Sexual orientation	Applications for school places are welcomed from any person holding parental responsibility for the child. Language used seeks not to make express assumptions regarding gender or sexual orientation.
Age	Applications for school places are welcomed from any person holding parental responsibility for the child. Language used seeks not to make express assumptions regarding a person's age or relationship to the child. Devon offers information regarding the provision of adult education services.
Religion or belief	<p>Applications for school places are welcomed from any person holding parental responsibility for the child. Language used seeks not to make express assumptions regarding a person's religion or belief. Information is available online every day. Hard copy and access to advice from the Admissions Team is not restricted to days which may preclude contact from observers of any religion.</p> <p>Devon offers a range of schools for those of no faith or Christian faith.</p> <p>Faith schools have removed priority for children of other faiths as this imposed inequitable criteria to establish membership of a faith / that a person practices the faith.</p>
Other socio-economic factors	The Admissions Team and the schools are all free to the service user. No fee is charged and parents and carers are encouraged to make use of the schools themselves when submitting requests for school places.

		<p>The Fair Access Protocol is an admissions safety net that supports those children who face challenging circumstances and are vulnerable to being unable to access appropriate education in-year.</p> <p>Co-ordination schemes recognise the needs of children from the Gypsy, Roma and Traveller communities.</p> <p>Following guidance from the Department for Education, priority for siblings of children will be for children living in the same household as a single family unit, regardless of the familial or other link.</p>
	Human rights	The service supports freedom of thought, belief and religion and respects the right to privacy and family life. No information is requested of parents and carers which is not compatible with the School Admissions Code.
17.	Provide any information about NEUTRAL impacts that have been identified (there is neither a positive or negative impact):	
	Gender	<p>Applications for school places are welcomed from any person holding parental responsibility for the child without reference to gender. Non-resident parents and carers may apply for a school place though this may conflict with the preference of a resident parent or carer.</p> <p>Applications for children who are transgender are encouraged for any preferred school, including single-sex schools in other Local Authority areas.</p>
	Race/ethnic origin	Applications for school places are welcomed from any person holding parental responsibility for the child without reference to race or ethnic origin.
	Disability	Applications for school places are welcomed from any person holding parental responsibility for the child without reference to disability. Information and access to it is provided in different formats on request.
	Sexual orientation	Applications for school places are welcomed from any person holding parental responsibility for the child without reference to sexual orientation.
	Age	Applications for school places are welcomed from any person holding parental responsibility for the child without reference to age.

	Religion or belief	Applications for school places are welcomed from any person holding parental responsibility for the child without reference to religion or belief.		
	Other socio-economic factors	<p>Applications for school places are welcomed from any person holding parental responsibility for the child without charge.</p> <p>Measurements from home to school are from a physical, readily identified point at the school (generally the centre of the main entrance). This will improve parental understanding and is not expected to advantage or disadvantage any particular group of applicants.</p>		
	Human rights	The Schools Admissions process does not breach any Human Rights.		
<b>E) Consultation</b>				
18.	Did you carry out any consultations? <i>Required where relevance is High.</i>			
	YES			
19.	Who was consulted? Include your findings in 15, 16 and 17 above.			
	<p>There is a formal, statutory consultation on the admission arrangements proposed within Devon. This takes place in the academic year before applications to schools are made. This consultation includes parents and the wider community, schools, faith groups and local authorities.</p> <p>Feedback from service user experiences inform policy decisions, in particular where complaints have been received.</p> <p>Comments are invited regarding every aspect of the arrangements detailed in this policy.</p>			
20.	Describe other research, studies or information used to assist with the assessment and include your findings above:			
	The arrangements for neighbouring local authorities are reviewed as a benchmarking exercise to identify good practice and to ensure that Devon residents are not unfairly or unlawfully treated when seeking admission to schools outside of the Devon County Council area. Guidance from the DfE is also consulted.			
<b>F) Conclusions</b>				
	<b>Action/objective/target OR Justification</b>	<b>Resources required</b>	<b>Timescale</b>	<b>I/R/S/O</b>
a)	The policy complies with legislation. It will be reviewed annually to ensure continued	Review by Senior Policy (Education)	Following determination	R



	compliance and fairness (as required under the School Admissions Code).		of policy annually	
b)	In order to improve access for those communities identified above, the School Admissions Team should review their publicity and publications to the public and within the County and its partners.	Review by School Admissions Team	ongoing	O
c)	Provide support and advice from Devon's Equality Officer and Ethnic Minority Achievement, the School Admissions Team to overcome accessibility issues.	Review by Equality Officer, Ethnic Minority Achievement, the School Admissions Team	ongoing	O
d)	Ensure that procedures for translation of the policy into other languages are in place.	Review by Ethnic Minority Achievement	ongoing	O
e)	Enable both parents to take part in the admissions process, whether together or estranged.	Policy specifically enabling.	In place	I
f)	Ensure language is not gender-specific or assumes any particular relationship or orientation.	Language used complies with this aim	In place	I
g)	Enable schools to be established by or in co-operation with other religious or belief groups	School Organisation and the Education and Skills Funding Agency allow for new schools to be established	In place	I
h)	Reduce the costs to be incurred by any parent seeking to access the admissions process by establishing freephone number and freepost address for enquiries to the Admissions Team.	Consider bid for resources by Children's Services Strategic Manager	Budget preparation round	O
i)	Monitor the normal round and in-year admissions processes to inform policy and practice. Also, to identify issues prompting in-year transfers and children moving to Elective Home Education and CME status.	Consider random and routine post admission parental surveys	Ongoing	O

(I) Taking immediate effect.

(R) Recommended to Council/Directors through a Committee or other Report\*.

(S) Added to the Service Plan.

(O) Added to the Fair for All Programme (as an organisational improvement)\*\*

Provide information in local community languages and undertake outreach work with the voluntary sector to provide information to key under represented communities. Provide some men only and women only sessions at leisure centres. Target recruitment publicity to better reach under-represented groups Introduce positive action schemes to encourage greater recruitment of underrepresented groups, including work placement schemes for school leavers. Consult with local people about how to make the services on offer more appealing to the diverse communities in the city, including those that are currently not taking up the services in sufficient numbers. Images used in local publicity may put off groups in the community, such as disabled people and people who are gay or lesbian. If groups are not represented in photographs and images used in publicity they may feel that the service is unlikely to respect or reflect their needs. Consider using different images in publicity to make it more representative of the community. The charging or membership policies may make it difficult for people on very low incomes to access services at all, even during off-peak times. Introduce substantial reductions for those on low incomes.







Cabinet  
10 February 2023

## Establishing an Equalities Commission

### Report of the Director of Legal and Democratic Services

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

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#### **1) Recommendation**

That the Cabinet:

- (a) Approve the formation of the Devon Equalities Commission and its Terms of Reference as set out in Appendix 1.
- (b) Approve the Equality statement of intent as set out at Appendix 2
- (c) Acknowledges the considerable work that has already been undertaken to date, that highlights the council's commitment to advancing equalities.

#### **2) Background / Introduction**

2.1 The purpose of this report is to agree the council's approach to tackling inequalities and discrimination across the council and the wider County through establishing a Devon Equalities Commission.

2.2 Appendix 1 sets out the Terms of Reference for the Equalities Commission, Appendix 2 sets out the statement of intent.

2.3 The Equality Commission will agree the Diversity and Inclusion Action Plan and the Equality Strategy and monitor progress.

#### **3) Main Body / Proposal**

3.1 Equality, Diversity and Inclusion continues to remain a key priority for the council and this has been made even more evident by the race audit in 2021 and movements such as Me Too challenge and Black Lives Matter, that demonstrated some of the inequality in our society. These issues have been further exacerbated and laid bare by the pandemic, starkly highlighting the socioeconomic crisis as well as the injustice and discrimination that persists today.

# Agenda Item 9

3.2 As a Council we have a duty to respond to these challenges by accelerating our efforts to mainstreaming equality, diversity and inclusion in all our council-based activities and collaborating with our partners to ensure that the whole County is championing these values. Thereby, the authority can become a beacon of best practice, and positive change.

3.3 Along with the global issues, the regional and workforce figures show why it is important to the council as one of the largest employers in the region to lead by example. Only then can we have an open, fair and inclusive County that embraces and celebrates Devon's rich and diverse communities and traditions, where everyone is treated fairly and given opportunities to make the most of their talents. This can be achieved through our policies and programmes that improve residents and families' social and economic circumstances and remove discriminatory practices.

3.4 The council has already undertaken a considerable amount of work to get to a stage where it can launch an Equalities Commission, with dedicated staff groups and investment in resources, it is intended that the staff groups will work with and assist the Commission to devise the Diversity and Inclusion Action Plan which will be key to making a real difference to the County we serve and our valued workforce.

3.5 Devon County Council is committed to driving improvement with regards to the equalities agenda which is underpinned by the Equality Act 2010 ("the Act"). Under section 149 of the Act - 'the Public Sector Equality Duty', public bodies like the council need to have 'due regard' in everything they do to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it. The council's ambition is to not only meet these obligations but exceed them through the work that will be carried out by the Equalities Commission and inter alia the delivery of the Diversity and Inclusion Action Plan.

## Equalities Commission

3.6 The terms of reference have been drafted for the Commission to highlight the scope, which is intended to be as wide-reaching as possible to ensure its contribution and impact is as significant as it can be. The Commission's work will form the cornerstone of equalities, diversity and inclusion standards and best practice to which the council's services, policies, procedures and work will strive to adhere to.

3.7 The terms of reference set out the key strategic objectives to meet the Council's vision in particular,

1. To promote embed and protect the rights of Devon's residents to fairness, dignity and respect along with encouraging community cohesion across the County.

2. To challenge ignorance and intolerances in relation to all protected characteristics by being a leading voice that promotes and celebrates the multi-cultural heritage of the County and the diverse nature and geographical diversity of the local population.
3. To understand, involve and enable our diverse communities to play an active role in civic society and put citizen's voices at the heart of decision making.
4. To review and recommend changes (as necessary) to council policies, procedures and practices to ensure the authority complies with its legal obligations, fosters best practice and its workforce reflects the diversity of the people and communities it serves.
5. To champion and further embed equality in education (including career development) and employment for all residents of the County regardless of race, disability, gender, religion or belief, sex, sexual orientation, age, marriage and civil partnership, pregnancy and maternity.
6. To work with partners, the business community, voluntary/faith sectors, and other stakeholders to challenge harmful prejudices, stereotypes and biases that undermine equal opportunity.
7. To engage and work regionally with councils and other stakeholders, and national bodies and Government, to help ensure inequality concerns and issues in Devon are heard, understood, and addressed (including the encouragement and fostering of excellent relations with the policy and decision makers).
8. To monitor, analyse and evaluate relevant data and benchmark information to inform and drive new initiatives to meet the strategic objectives.

3.8 Public authorities are legally required to set at least one equality objective every four years to help focus attention on priority areas. The Commission is proposing eight objectives to help drive equality and inclusion across all areas of the council's work, as well as demonstrating compliance with the Public-Sector Equality Duty.

## Governance Arrangements

3.9 The Commission will remain in place for two years and report to the Leader of the Council and Chief Executive. The key role of the Commission will be to work with internal council departments, trade unions and external organisations to help achieve the 8 equality objectives (see Appendix 1 for the Equality Commission Terms of Reference).

3.10 The Commission's membership will consist of six cross party Devon Elected Members. This will be determined by the Leader of the Council (or Deputy Leader) and appointees will remain on the Board whilst the Commission remains in place. The Leader of the Council will appoint the Chairperson and Vice-Chairperson from amongst the membership of the Board.



# Agenda Item 9

3.11 The Commission will have the authority to invite any individual or organisation from inside or outside the council to attend meetings of the Board as it deems necessary to best inform and progress its work. It will also be able to seek relevant information held by the council in order to progress its work, subject to legislative requirements, restrictions/limitations that are applicable.

3.12 The Action Plan will be agreed by the Commission and provide a road map to help embed diversity and inclusion across our workforce. Gaps identified in the workforce diversity data as well as best practice put forward by other public-sector organisations have been considered. The Action Plan will align closely to the Commissions eight equality objectives.

3.13 Critical to implementing the Diversity and Inclusion Action Plan is a robust governance framework to help monitor and review the objectives and actions. The framework, will include roles and responsibilities for Staff Forums (many of which are already well established), Trade Unions, and a Corporate Delivery Team and Steering Group who will report directly into the Commission.

## **4) Options / Alternatives**

4.1 The alternative option would be to remain with the status quo and not have a dedicated commission. The commission will add pace and direction and accountability to the equality agenda. The Council may not meet its ambitious quality agenda if the recommendation is not approved.

## **5) Consultations / Representations / Technical Data**

5.1 Simply meeting our Public-Sector Equality Duty alone is insufficient to address the issues our communities are facing today. Therefore, it is imperative that the council go beyond our immediate statutory obligations in order to identify and dismantle the structures that discriminate against or limit opportunities for too many of our residents because of their race, disability, age, religion, sex, sexual orientation – or concerns associated with intersectionality.

5.2 These issues hold particular gravitas as the County's population is becoming more ethnically diverse, with a rich cultural and religious heritage. The 2021 Census data estimates 7.13% (57,855) of residents living Devon were not born in Britain and 3.75% (30,414) of residents are Black, Asian and other Minority Ethnic background. This report therefore proposes that a Devon Equalities Commission is established as catalyst to drive forward the council's equalities agenda.

5.3 The Commission will promote equality and challenge discrimination in all its forms. To achieve this, it aims to break down barriers prohibiting an inclusive society, tackle unfairness caused by inequality and encourage community cohesion through increased understanding and awareness. For this reason, the scope of this project is extensive and far reaching.

5.4 The work of the Commission will assist and monitor the Diversity and Inclusion Action Plan and strategy, which will address inequalities that may exist within the workforce, whereby the primary objective is to ensure our employees mirror the citizens and communities they serve. This work then be overseen by the Equalities Commission.

5.5 From a workforce perspective, it is important that the council is an inclusive employer with a diverse workforce that reflects all the communities living in Devon. This will help bring a wealth of perspectives and ideas to ensure we are an excellent performing council. It is recognised that when people from diverse backgrounds are involved in creating the public services we all rely on, we will get better services that work for everyone.

5.6 Significant work is taking place to collect accurate workforce data to form the Diversity Action Plan and Strategy.

5.7 The Leader and Cabinet member for Public Health, Communities and Equality has been consulted on the Terms of Reference for the Equalities Commission, along with the Leadership Team.

## **6) Strategic Plan**

6.1 The proposal, aligns closely with the vision and priorities in the Council's Strategic Plan 2021 – 2025. The establishment of an Equality Commission will ensure that Devon is the best place to live well and prosper. The commission has an ambitious agenda to embed equalities in all that we do creating a fairer Devon which is inclusive, compassionate and caring where everyone is safe, connected and resilient.

6.2 The equality agenda contributes to the voice of children and families ensuring that our community is connected and resilient. It is important that the council is an inclusive employer with a diverse workforce that reflects all the communities living in Devon. This will help bring a wealth of perspectives and ideas to ensure we are an excellent performing council. It is recognised that when people from diverse backgrounds are involved in creating the public services we all rely on, we will get better services that work for everyone.

## **7) Financial Considerations**

7.1 There are no financial implications in relation to establishing an Equality Commission.

## **8) Legal Considerations**

8.1 Section 149 of the Equality Act 2010 enacts a single general public sector equality duty (PSED) which applies to public authorities exercising public functions. The duty on public authorities to have "due regard" to the PSED in section 149(1) of the Equality Act 2010 is more than simply a requirement to have general regard. Real thought must be given to the PSED and its requirements.

8.2 Equality Act 2010 (Specific Duties), Regulations 2011 state the council must prepare and publish at least one equality objective once every four years.

8.3 Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 impose a duty on specified public authorities with at least 250 employees to publish gender pay gap information relating to employees, in order to demonstrate compliance with the PSED.

8.4 Any information shared with the Commission will need to be consistent and compliant with council policies, procedures, relevant legislation such as the Data Protection Act 2018,

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General Data Protection Regulation, Freedom of Information Act 2000 and other associated legislation.

## **9) Environmental Impact Considerations (Including Climate Change)**

9.1 There are no identified environmental considerations with the proposals in this report.

## **10) Equality Considerations**

10.1 The proposals in the report will have a positive impact on people with protected characteristics across the workforce and the County. This will support the council meeting its PSED. Any actions undertaken will include an EIA as necessary to ensure all relevant considerations are taken into account.

10.2 The Commission is not a decision-making body but any recommendations will be informed by EIAs as deemed necessary.

## **11) Risk Management Considerations**

11.1 No risks have been identified in the proposals in this report.

## **12) Summary / Conclusions / Reasons for Recommendations**

12.1 Devon County Council is committed to driving improvement with regards to the equalities agenda which is underpinned by the Equality Act 2010 ("the Act"). Under section 149 of the Act - 'the Public Sector Equality Duty', public bodies like the council need to have 'due regard' to equalities in everything they do to.

### **Name**

Director Maria Price, Director of Legal and Democratic Services

**Electoral Divisions:** All

Cabinet Member for : Public Health, Communities and Equality Councillor Roger Croad

### **Local Government Act 1972: List of background papers**

N/A

### **Contact for enquiries:**

Name: Maria Price

Address: [Maria.Price@Devon.gov.uk](mailto:Maria.Price@Devon.gov.uk)



## Appendix 1



# Equality Commission

## Terms of Reference

### Context

Devon County Council is committed to celebrating and promoting the rich and diverse backgrounds, cultures, and abilities of its residents and employees across the whole of the County, challenging inequality and imbedding equality in all that it does.

In line with many public bodies across the United Kingdom, Devon County Council recognises that it is time to have a fundamental look at equality and Diversity and what that means for Devon, how inequalities and discrimination are addressed and where it can make improvements for the benefit of all Devon's residents, especially with recent events such as the Me Too agenda, black lives matter, re-claim the night and our race equality audit.

The Devon Equality, Diversity and Inclusion Commission has been established to drive and support this endeavour, and its focus is intended to be as far reaching as possible to ensure its contribution and impact is as significant as it can be.

The Commission's work shall form the cornerstone of and diversity standards and best practice to which the County Council's policies, procedures and work will strive to adhere to.

### Vision

"An open, fair and inclusive County that embraces and celebrates Devon's rich and diverse communities, cultures and traditions and where everyone is treated fairly and given opportunities to make the most of their talents and realise their aspirations making Devon the best place to grow up, live well and prosper.

### Mission Statement

#### To:

- advance equality by encouraging participation, understanding people's different needs, disabilities, situations and goals and removing or minimising disadvantage and the barriers that limit what people can do and can be at any stage in their life.
- uphold the human rights of everyone and work to eliminate unlawful discrimination, harassment and victimisation, and unfair discrimination.
- Foster good relations by promoting understanding and tackling prejudice.

# Agenda Item 9

- value human diversity, recognising that diversity brings a range of skills, knowledge, values, styles, perspectives and ideas that secure Devon's future as a place where people want to live, work and prosper.

## Values

A Commissions that is:

Open and honest

Acts with integrity

Inclusive

Listens

Is brave, bold and confident.

## Strategic Objectives

The Commission has the following Strategic objectives

9. To promote embed and protect the rights of Devon's residents to fairness, dignity and respect along with encouraging community cohesion across the County.
10. To challenge ignorance and intolerances in relation to all protected characteristics by being a leading voice that promotes and celebrates the multi-cultural heritage of the County and the diverse nature and geographical diversity of the local population.
11. To understand, involve and enable our diverse communities to play an active role in civic society and put citizen's voices at the heart of decision making.
12. To review and recommend changes (as necessary) to council policies, procedures and practices to ensure the authority complies with its legal obligations, fosters best practice and its workforce reflects the diversity of the people and communities it serves.
13. To champion and further embed equality in education (including career development) and employment for all residents of the County regardless of race, disability, gender, religion or belief, sex, sexual orientation, age, marriage and civil partnership, pregnancy and maternity.
14. To work with partners, the business community, voluntary/faith sectors, and other stakeholders to challenge harmful prejudices, stereotypes and biases that undermine equal opportunity.

15. To engage and work regionally with councils and other stakeholders, and national bodies and Government, to help ensure inequality concerns and issues in Devon are heard, understood, and addressed (including the encouragement and fostering of excellent relations with the policy and decision makers).
16. To monitor, analyse and evaluate relevant data and benchmark information to inform and drive new initiatives to meet the strategic objectives.

## **Governance of the Commission**

The Commission will remain in place for a minimum period of 2 years with the Commission's progress assessed and future work considered by no later than January 2025.

The Commission will report directly to the Chief Executive and the Leader of the Council.

The Commission will provide regular progress reports/briefings to the Cabinet and Senior Leadership team.

Cabinet and Senior Leadership Team shall receive regular reports and briefings from the Chairperson of the Commission to keep them updated on its work, progress and developments (on a bi monthly basis).

The Commission will provide a progress/update report to full council on a bi annual basis concerning its work, impact and outcomes.

The chairperson of the Commission (or the Chairperson's nominee) shall attend meetings with Cabinet, Directors and full council to present the Commission's updates and or briefings.

The Commission may request and receive documents/data held within the Council, request documents/data from external third parties and invite persons both internal or external to the Council to assist with its work, subject to any legislative restrictions or obligations or other limitations arising (i.e data protection requirements/ UKGDPR, FOI or contractual obligations).

The work of the commission as (subject to any legal limitations), will be open to public accountability.

## **The Equalities Commission Board**

The Board is responsible for all of the functions of the Commission.

Responsibilities include;

- Leadership and direction, to provide strategic and operational direction to achieve the Commission's Objectives



# Agenda Item 9

- Receiving and agreeing the Council's Equality, Diversity and Inclusion Action Plan and Strategy
- Monitoring the County's Equality, Diversity and Inclusion Action plan and strategy and ensuring its delivery
- Listen to individuals, departments, focus groups, organisations, whether internal and or external to understand the Council's equalities and diversity progress and compliance and future improvements
- Determine the focus and priorities of the Equalities Commission having regard to the Commission's Objectives
- Work with the recognised Trade Unions to promote the equalities agenda and address any concerns
- Consider and propose amendments to the Council's Equality Policy and make recommendations to Cabinet for consideration and onward recommendations to full council for approval where appropriate.
- Approve the Commission's engagement and Communication strategies and plans
- Determine outcome and achievements
- Monitor progress of Council equalities action plans
- Approve new initiatives and ideas to further the objectives of the Commission
- To make recommendations to key decision makers in relation to equalities agenda
- To act as consultee on equalities matters and issues in Devon

## **Operational functions and powers of the Equalities Commission Board**

The Board of the Commission shall

- Progress and action identified priorities
- Gather insight and undertake research
- Review the Council's compliance with the Public Sector Equality Duty and its Equalities Policy and recommendations to Cabinet
- Assess the Council's compliance with the Equality Act 2010 and any other relevant legislation, applicable statutory instruments and other such regulations
- Consider and recommend proposals on how the Council can better utilise its role, position, functions and powers to address inequality in the County
- Develop and endorse equality strategies and policies to be recommended to Cabinet
- Assess the effectiveness and ability of people with protected characteristics to access council services
- Promote and review civic participation and the involvement of diverse communities in the decision making processes of the Council
- Review relevant council policies and procedures to help address inequality issues/ concerns within the council
- Develop new ideas, initiative, approaches to celebrate the varied diversity and heritage of Council employees
- Assist in the implementation of the Council's Diversity and Inclusion Action Plan and strategy (any other relevant action plans)

- Implement the Commission's engagement and communication plans
- Prepare equalities related consultation responses on behalf of the Council
- Consider national and regional policy development and initiatives in respect of the County and determine its inclusion in the Devon Equality Commission recommendations
- Consider and recommend proposals in how the rich cultures, traditions and values within the County can be promoted and celebrated
- Identify good practice in addressing inequality issues and raising awareness of good practices across the County
- Support the fostering of good relations between and diverse communities in Devon
- Help facilitate networks and coalition between community equality interest groups, decision makers in the Council and partners in the business and voluntary sectors
- Provide assistance to external bodies in receipt of Council support within the County to help understand inequalities issues and how they can be effectively addressed.
- Consider and support initiatives that tackle inequality for our children, within our schools and our wider education forums and settings where the Council have jurisdiction.

The Commission may choose to establish Task Groups to conduct further work in respect of equalities imperatives such as race equality, tackling disability discrimination, tackling homophobia, tackling sex discrimination, celebrating the County's diversity and other such groups as it deems necessary in pursuit of its objectives. The Commission will embrace the already well established staffing groups and networks.

The Commission may establish any other task groups, enquiry days, and undertake other forms/models of engagement as deemed necessary to progress its work.

## **Membership**

The Commission's membership shall consist of 6 Devon elected members from a diverse range of backgrounds, to be determined by the leader.

The Commission's membership shall be determined by the Leader and the appointees shall remain on the Board whilst the Commission remains in place (or unless the Board Member resigns or is removed by the leader).

Where a member of the Commission resigns, the Commission shall appoint their replacement who must be an elected member of Devon County Council.

The Leader of the Council, or deputy in the Leader's absence shall appoint a chair person and vice chair from the membership amongst the Board.

The Commission may invite any individual or organisation from inside or outside the Council to attend meetings of the Board as it deems appropriate to inform and progress work.

# Agenda Item 9

## **Frequency**

Bi monthly meeting unless agreed otherwise by the board

A meeting can be called by the Chairperson as deemed necessary by given 5 working days notice to Board members.

The Board shall be quorate providing 3 or more voting members of the Board are present.

Meetings may be held remotely, in person or hybrid provided all board members who attend are able to hear the meetings and engage in the discussions.

## **Decision Making**

The Commission and its Board shall make recommendations to Cabinet for consideration.

## **Support**

The Commission shall be supported by the Director of Legal and democratic services and the Equality Diversity and Inclusion Team.

The Commission shall receive administrative support from the EDI team and from within the Legal and Democratic Services Directorate.



Appendix 2



## Statement of Intent for Equality, Diversity and Inclusion

### Challenging Inequality and Celebrating Diversity

#### 1 Our Commitment

Devon County Council is committed to eliminating discrimination, providing equality of opportunity and challenging prejudice in order to advance the achievement of equality and foster good relations between diverse groups in Devon.

Equality brings quality for everyone and the creation of a fairer society where everyone can participate and achieve their potential.

Equality is about valuing a person 'as an equal' and treating people according to their needs and characteristics to achieve an equal or fair outcome – it's not necessarily about treating everyone the same.

An equal society values human diversity, recognising that diversity brings a range of skills, knowledge, values, styles, perspectives and ideas that secure Devon's future as a place where people want to live, work and prosper, and challenges the inequalities that destroy this diversity in our society and organisations.

#### 2 How we will meet this commitment

Our goal is to ensure that this commitment is embedded in our day to day working practices, in everything we do including when working in partnership.

We will ensure that services are provided in a way that embraces diversity and promotes fairness and access. As an employer, we will enhance and value diversity within our workforce through inclusive practice.

We will provide equality of opportunity in all that we do and assess the impact of our proposals and decisions on diverse communities.

We will not tolerate discrimination and harassment on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation or socio-economic standing.

# Agenda Item 9

Devon County Council is committed to being a trusted, inclusive and innovative council. We have strengthened and integrated equality, diversity and inclusion considerations through our strategic objectives to make Devon the best place to grow up, live well and prosper.

[The best place - Strategic Plan \(devon.gov.uk\)](#)

## 3 Outcomes

[Devon County Council is signed up to the Devon Joint Declaration for Equality.](#)

### a) Our Vision of Equality and Fairness

- People achieve their own potential and a good quality of life
- Everyone can access our services, facilities or information
- There is public involvement and influence in decision-making, planning, policy and service delivery
- Devon is a strong, safe and inclusive community
- People have trust and confidence in us to report incidents of abuse or discrimination
- Our workforce, at all levels, is supported and broadly reflects the diversity of the community.

## 4 Our Equality Objectives

Our equality objectives demonstrate our commitment to eliminating unlawful discrimination and harassment, advancing equality of opportunity and fostering good community relations..

We will work with the principles of continuous improvement to influence innovation, learning and organisational development.

[Our corporate equality objectives - Equality and Diversity \(devon.gov.uk\)](#)

The equality objectives will be reviewed on a regular basis informed both by changes within the council, and through engagement and feedback from customers, staff, key partner organisations and voluntary and community sector organisations in Devon. This will ensure they remain relevant and are fit for purpose as the council moves forward towards achieving excellence.

All members of staff working for the council have a personal responsibility for implementing the equality duties in their day-to-day dealings with customers, with each other and with partners. This includes the need to provide services which have been planned and delivered around people's needs and to represent value for money on behalf of people of Devon.

## FARMS ESTATE (INTERVIEWING) COMMITTEE

9 January 2023

Present:-

Councillors J Yabsley (Chair), J Brook, H Gent and Mrs L Warner (Tenants' representative)

\* **66**      **Items Requiring Urgent Attention**

There was no item raised as a matter of urgency.

\* **67**      **Exclusion of the Press and Public**

**RESOLVED** that the press and public be excluded from the meeting for the following items of business under Section 100(A)(4) of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 3 of Schedule 12A of the Act, namely information relating to, and which was likely to reveal the identity of, tenants and information relating to the financial or business affairs of tenants and the County Council and, in accordance with Section 36 of the Freedom of Information Act 2000, by virtue of the fact that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

\* **68**      **Farm Re-letting: Lower Parks Farm, Crediton**

(An item taken under Section 100A(4) of the Local Government Act 1972 during which the press and public were excluded, no representations having been received to such consideration under Regulation 5(5) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012).

The Head of Digital Transformation and Business Support (Interim) reported on the circumstances of this reletting.

The Committee then considered the rent for the holdings and interviewed prospective tenants.

Lower Parks Farm, Crediton

It was **MOVED** by Councillor Yabsley, **SECONDED** by Councillor Gent and

**RESOLVED** that the tenancy of Lower Parks Farm, Crediton be offered to Mr SH on the subject to contract terms and conditions proposed and in the event that Mr SH does not take up the offer of tenancy the farm can be offered in the alternative to Mr NR as runner up.



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FARMS ESTATE COMMITTEE

9/01/23

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

The Meeting started at 10.00 am and finished at 5.00 pm

# DEVON COUNTY COUNCIL

## COUNCIL/CABINET FORWARD PLAN

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

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

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

Click to see an [up to date version of the Forward Plan](#) on the Council's web site at any time.

Also see the website for [Copies of Agenda and Reports of the Cabinet or other Committees of the County Council](#) referred to in this Plan

## FORWARD PLAN

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

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

### PART A - KEY DECISIONS (To Be made by the Cabinet)

Date of Decision	Matter for Decision	Consultees	Means of Consultation*	Documents to be considered in making decision	County Council Electoral Division(s) affected by matter
<i>Regular / Annual Matters for Consideration</i>					
10 February 2023	Admission Arrangements: Approval to admission arrangements for subsequent academic year			Report of the Director of Children and Young Peoples Futures outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions



8 March 2023	Adult Social Care - Market Sustainability Plan and Sufficiency Assessment			Report of the Director of Integrated Adult Social Care outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
8 March 2023	Education Travel Review: Approval to arrangements for subsequent academic year	All relevant stakeholders		Report of the Director of Children and Young Peoples Futures outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
8 March 2023	Flood Risk Management Action Plan 2023/2024 Update on the current year's programme and approval of schemes and proposed investment in 2023/2024	Liaison through Devon Operation Drainage Group	All other Risk Management Authorities	Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
2 April 2023	County Road Highway Maintenance Capital Budget and Progress on 2022/23 Schemes and Proposals for the 2023/24 Programmes	Public, CIRS Scrutiny, highway maintenance suppliers	Meetings and surveys	Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
14 June 2023	Revenue and Capital Outturn 2022/2023			Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

13 September 2023	Transport Capital Programme 2023/24 and 2024/25: Update and Proposed Allocation	Public, District Councils, Stakeholders and Delivery Partners	LTP 2011 – 2026 consultation, meetings, planning applications and local plan consultation	Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
8 November 2023	Childcare Sufficiency Assessment - Annual Return			Report of the Director of Children and Young Peoples Futures outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
13 December 2023	Target Budget and Service Targets for 2024/2025			Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
	<b><i>Specific Matters for Consideration</i></b>				
8 March 2023	Budget Monitoring - Month 10	N/A	N/A	Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

8 March 2023	Seaton to Colyford Multi-Use Path - Approval to construct	Local Member, Cabinet Member, landowners	Public consultation for whole route in 2011	Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	Seaton & Colyton
Between 8 March 2023 and 10 May 2023	Queen Street, Newton Abbot: Pedestrian Enhancement Scheme for Approval	Public, local stakeholders including local businesses and Newton Abbot Town Council, Teignbridge Highways and Traffic Orders Committee	Consultation website and questionnaire, letter drop (~1000 residents, ~150 businesses), webinars, public exhibition in Newton Abbot Library	Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	Newton Abbot North
12 April 2023	Highway Infrastructure Asset Management Plan	-	-	Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions



<p>12 April 2023</p> <p>Page 152</p>	<p>Net-Zero Supply Chain Strategy</p>	<p>Environmental Performance Board, Climate Change Standing Overview Group of the Corporate Infrastructure and Regulatory Services Committee, Devon County Council suppliers</p>	<p>Meetings and surveys</p>	<p>Report of the Director of Climate Change, Environment and Transport, Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p>	<p>All Divisions</p>
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<p>12 April 2023</p> <p>Page 153</p>	<p>Exeter, Heart of Teignbridge, and Barnstaple, with Bideford and Northam Local Cycling and Walking Infrastructure Plans – For adoption</p>	<p>Stakeholders , public, relevant Highway and Traffic Orders committees</p>	<p>Stakeholder engagement workshops, online DCC ‘Have Your Say’ consultation website, press releases, social media posts, HATOC reports</p>	<p>Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p>	<p>All in Exeter; Ashburton &amp; Buckfastleigh; Barnstaple North; Barnstaple South; Bideford East; Bideford West &amp; Hartland; Bovey Rural; Broadclyst; Chulmleigh &amp; Landkey; Fremington Rural; Ipplepen &amp; The Kerswells; Kingsteignton &amp; Teign Estuary; Newton Abbot North; Newton Abbot South; Northam</p>
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<p>12 April 2023</p> <p>Page 154</p>	<p>Rifford Road, Exeter: Segregated Cycle Track Scheme on route E12 for Approval</p>	<p>Public, local stakeholders including local businesses Councillors (Devon County Council and Exeter City Council); Community builders and community organisations ; Schools; Bus, shared car/bike and taxi operators; emergency services Exeter Highways and Traffic Orders Committee</p>	<p>Consultation website and leaflet, letter drop (~800 households in vicinity and residents of Rifford Road) press release and posters put up and circulated locally.</p>	<p>Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p>	<p>All in Exeter; Heavitree &amp; Whipton Barton; Wonford &amp; St Loyes</p>
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12 April 2023	Integrated Adult Social Care - Vision and Strategy	All public and service users	Full public and service user engagement process.	Report of the Director of Integrated Adult Social Care outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
12 July 2023	Budget Monitoring - Month 2			Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
13 September 2023	Budget Monitoring - Month 4			Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
15 November 2023	Budget Monitoring - Month 6			Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

<b>PART B -FRAMEWORK DECISIONS</b> (Requiring approval of the County Council)					
<b>Date of Decision</b>	<b>Matter for Decision</b>	<b>Consultees</b>	<b>Means of Consultation**</b>	<b>Documents to be considered in making decision</b>	<b>County Council Electoral Division(s) affected by matter</b>

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2 February 2023	Pay Policy Statement 2023/2024			Report of the Head of HR outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
16 February 2023					
10 February 2023	Revenue Budget, Medium Term Financial Strategy 2023/2024 - 2026/2027 and the Capital Programme for 2023/2024 - 2027/2028			Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
16 February 2023					
12 April 2023	Cornwall Council's proposal to join Adopt South West			Report of the Director of Children and Young Peoples Futures outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	
25 May 2023					

**PART C - OTHER MATTERS**  
(i.e. Neither Key Nor Framework Decisions)

Date of Decision	Matter for Decision	Consultees	Means of Consultation**	Documents to be considered in making decision	County Council Electoral Division(s) affected by matter
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	<i>Regular / Annual Matters for Consideration</i>				
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<p>Between 10 February 2023 and 8 May 2025</p> <p>Between 10 February 2023 and 8 May 2025</p>	<p>Standing Items, as necessary (Minutes, References from Committees, Notices of Motion and Registers of Delegated or Urgent Decisions)</p> <p><i>[NB: Items relating to the letting or occupancy of individual holdings may contain information about, or which is likely to reveal the identity of, an applicant for a holding and about the financial and business affairs of the Council and any prospective or existing tenant that may need to be discussed in the absence of the press and public]</i></p>	<p>To be considered at the Farms Estates Committee, including any advice of the Council's Agents South West Norse Ltd.</p>		<p>Report of the Head of Digital Transformation and Business Support, Head of Digital Transformation and Business Support outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p>	<p>All Divisions</p>
<p>Between 10 February 2023 and 8 May 2025</p>	<p>Standing Items, as necessary (Minutes, References from Committees, Notices of Motion and Registers of Delegated or Urgent Decisions)</p>	<p>As necessary</p>		<p>Report of the TBC outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p>	<p>All Divisions</p>
<p>12 July 2023</p>	<p>Public Health Annual Report 2022/2023</p>			<p>Report of the Director of Public Health, Communities and Prosperity outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p>	<p>All Divisions</p>
<p>12 July 2023</p>	<p>Treasury Management Stewardship Outturn Report</p>	<p>CIRS Scrutiny Committee</p>		<p>Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p>	<p>All Divisions</p>



13 December 2023	Treasury Management Stewardship Mid Year Report			Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
13 December 2023	Torbay and Devon Safeguarding Adults Partnership - Annual Report			Report of the Chair outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
<i>Specific Matters for Consideration</i>					