



**Oversight and Governance**

Chief Executive's Department

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## Delegated Decisions

### Delegated Executive/Officer Decisions

Delegated Executive and Officer decisions are published every Wednesday and are available at the following link - <https://tinyurl.com/ms6umor>

Cabinet decisions subject to call-in are published at the following link - <http://tinyurl.com/yddrqll6>

Notice of call-in for non-urgent decisions must be given to the Democratic Support Unit by 4.30pm on Wednesday 28 April 2021. Please note – urgent decisions and non-key Council Officer decisions cannot be called in. Copies of the decisions together with background reports are available for viewing as follows:

- on the Council's Intranet Site at <https://modgov/mgDelegatedDecisions.aspx>
- on the Council's website at <https://tinyurl.com/jhnax4e>

The decisions detailed below may be implemented on Thursday 29 April 2021 if they are not called-in.

## **Delegated Decisions**

### **I. Councillor Jon Taylor - Cabinet Member for Education, Skills and Transformation**

I.a School Term Dates 2022 - 2023

**(Pages 1 - 12)**

# EXECUTIVE DECISION

made by a Cabinet Member



## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – EST03 20/21


Decision				
1	Title of decision: School Term Dates 2022-2023			
2	Decision maker (Cabinet member name and portfolio title): Councillor Jon Taylor Cabinet Member for Education, Skills & Transformation			
3	Report author and contact details: Julie Reed 307355 / Amanda Paddison			
4	Decision to be taken: To approve the proposed school term and holiday dates for 2022-2023 as set out in the attached table.			
5	Reasons for decision: School term and holiday dates are set by the local authority for Community and Voluntary Controlled (VC) schools and maintained nursery schools. Own admission authority schools may not follow the term dates set by the local authority. However, it is proposed that model calendars be agreed and publicised in order to encourage consistency between schools and neighbouring local authorities.			
6	Alternative options considered and rejected: No action could result in schools within Plymouth setting different term and holiday dates from their neighbours creating problems for both parents and staff.			
7	Financial implications: None			
8	Is the decision a Key Decision? (please contact <a href="#">Democratic Support</a> for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			√	in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total
			√	in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1million</b>
		√	is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.	
If yes, date of publication of the notice in the <a href="#">Forward Plan of Key</a>				

	<u>Decisions</u>	
<b>9</b>	<b>Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:</b>	<p>This decision support the Corporate Plan values and priorities:</p> <p>A Caring Council: Promoting standard school term dates and holiday calendars will help ensure that the holiday dates of parents and children coincide and help safeguard the health, safety and wellbeing of the most vulnerable and disadvantaged children, supporting them to make the most of their learning. Co-ordinating dates with neighbouring authorities will help reduce unauthorised pupil absence and prevent/reduce crime and disorder and anti-social behaviour by ensuring that the holiday dates of parents and children coincide.</p> <p>We Are Cooperative &amp; We are Responsible: Coordinating term dates with neighbouring authorities and standardising the length of terms promote planning and learning opportunities; support school staff in improving school performance; reduce stress levels of school staff with children at school in neighbouring authorities.</p> <p>We Are Fair: Coordinating term dates with neighbouring authorities will improve customer satisfaction by providing services designed around customer needs.</p> <p>We Are Democratic: The wide ranging consultation ensured local people were informed, consulted and involved in setting the proposed dates.</p>
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	none

### Urgent decisions

<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		<b>No</b>	√	<b>(If no, go to section 13a)</b>
<b>12a</b>	<b>Reason for urgency:</b>			
<b>12b</b>	<b>Scrutiny Chair Signature:</b>		<b>Date</b>	
	<b>Scrutiny Committee name:</b>			
	<b>Print Name:</b>			

Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	√	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	N/A		
13c	Date Cabinet member consulted	N/A		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	√	
15	Which Corporate Management Team member has been consulted?	Name	Alison Botham	
		Job title	Director of Children's Services	
		Date consulted	7/4/21	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS135 20/21	
		Finance (mandatory)	djn.20.21.293	
		Legal (mandatory)	lt/36460/310321	
		Human Resources (if applicable)		
		Corporate property (if applicable)		
		Procurement (if applicable)		
Appendices				
17	Ref.	Title of appendix		
	A	Briefing report		
	B	Equalities Impact Assessment		
Confidential/exempt information				
18a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for

		No	✓	publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)				
		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>18b</b>	<b>Confidential/exempt briefing report title:</b>							
<b>Background Papers</b>								
<b>19</b>	Please list all unpublished, background papers relevant to the decision in the table below.  Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
<b>Title of background paper(s)</b>		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>Cabinet Member Signature</b>								
<b>20</b>	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
<b>Signature</b>				<b>Date of decision</b>		19/04/2021		
<b>Print Name</b>		Councillor Jon Taylor Cabinet Member for Education, Skills & Transformation						

# CONSULTATION ON PROPOSED SCHOOL TERM AND HOLIDAY DATES 2022-2023



## CABINET MEMBER BRIEFING

School term and holiday dates are set by the local authority for Community and Voluntary Controlled (VC) schools and maintained nursery schools. Own admission authority schools may not follow the term dates set by the local authority. As in previous years, we are proposing to consult on and publicise term dates for 2022-2023 and recommend that all the schools in Plymouth adopt them. Both Devon and Cornwall Councils are proposing to take the same approach. The dates for 2020-2021 and 2021-2022 have already been agreed and are available on the PCC website.

As with the 2020-2021 and 2021-2022 dates, the proposed 2022-2023 dates for Plymouth schools closely match those proposed by Devon County Council and Cornwall Council, variations are due to Plymouth working on a 200 day calendar, Devon on 197 days and Cornwall on 195 days.

The proposed dates for Plymouth schools continue to support the City Council's aims of setting school terms of more or less equal length and reducing the number of part weeks at the beginning and end of terms.

The tables below compare the proposed dates for Plymouth, Devon and Cornwall Councils.

### 2022-2023

TERM	Plymouth	Proposed Devon	Cornwall – not available
1	5 Sept – 21 Oct	1 Sept - 21 Oct	
2	31 Oct – 16 Dec	31 Oct – 16 Dec	
3	3 Jan – 10 Feb	3 Jan – 10 Feb	
4	20 Feb – 31 March	20 Feb – 31 March	
5	17 April – 26 May	17 April – 26 May	
6	5 June -25 July	5 June – 25 July	

\* Governing bodies can choose to use three of their Occasional Days to make the February holiday a full week.

We propose to undertake wide-ranging consultations with stakeholders from March 9 2021 to March 23 2021 to ascertain the views of all interested parties on the proposed school term and holiday dates and report the outcome to you in due course. (see below)

## CONSULTATION ON PROPOSED SCHOOL TERM AND HOLIDAY DATES 2022-2023

### Report on the outcome of the consultation: School term and holiday dates 2022-2023

A wide ranging consultation was undertaken to ascertain the views of all interested parties on proposed school term and holiday dates for 2022-23. The following individuals and organisations were consulted:

- Governing bodies, headteachers, staff, parents and pupils of Plymouth schools
- Pre-schools, nurseries and childminders
- Neighbouring local authorities
- Trade Unions
- Plymouth Association of Governors (PAG)
- Plymouth Association of Primary Heads (PAPH)
- Plymouth Learning Trust (PLT)
- Special Heads Association of Plymouth (SHAP)
- Plymouth Learning Partnership (PLP)
- Church Diocesan Boards of Education
- Further and Higher Education Colleges
- Local Members of Parliament
- Local City Councillors
- Plymouth Hospitals NHS Trust
- Western Locality, NHS New Devon CCG
- Livewell South West
- Devon and Cornwall Constabulary
- Alternative Complementary Education Service (ACE)
- Plymouth Information, Advice and Support for SEN (PIAS)

2 responses were received: I had no issues with the proposed dates and I had no comment to make. Given the very few responses received it could be considered that there were no major concerns with the proposed dates.



# EQUALITY IMPACT ASSESSMENT

Education Participation & Skills



## STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

<p><b>What is being assessed - including a brief description of aims and objectives?</b></p>	<p>To approve the proposed school term and holiday dates for 2022-2023.</p> <p>School term and holiday dates are set out by the local authority for Community and Voluntary controlled (VC) schools and maintained nursery schools. Own admission authority schools may not follow the term dates set by the local authority. However, as in previous years, we have consulted on and publicised term dates and will recommend that all schools in Plymouth adopt them. Both Devon and Cornwall Councils are proposing to take the same approach. The dates for 2021-2022 have already been agreed and are available on the PCC website.</p> <p>No action could result in schools within Plymouth setting different term and holiday dates from their neighbours creating problems for both parents and staff.</p> <p>Promoting standard school term dates and holiday calendars will help ensure that the holiday dates of parents and children coincide and help safeguard the health, safety and wellbeing of the most vulnerable and disadvantaged children, supporting them to make the most of their learning. Co-ordinating dates with neighbouring authorities will help reduce unauthorised pupil absence and prevent/reduce crime and disorder and anti-social behaviour by ensuring that the holiday dates of parents and children coincide.</p> <p>Coordinating term dates with neighbouring authorities and standardising the length of terms promote planning and learning opportunities; support school staff in improving school performance; reduce stress levels of school staff with children at school in neighbouring authorities.</p> <p>Coordinating term dates with neighbouring authorities will improve customer satisfaction by providing services designed around customer needs.</p> <p>The wide ranging consultation ensured local people were informed, consulted and involved in setting the proposed dates.</p>
<p><b>Author</b></p>	<p>Julie Reed</p>
<p><b>Department and service</b></p>	<p>EPS Access to Learning</p>
<p><b>Date of assessment</b></p>	<p>24/3/21</p>

**STAGE 2: EVIDENCE AND IMPACT**

Protected characteristics (Equality Act)	Evidence and information (eg data and feedback)	Any adverse impact See <a href="#">guidance</a> on how to make judgement	Actions	Timescale and who is responsible
<b>Age</b>	<p>Based on the January 2020 PLASC return from schools in Plymouth there were 39317 school age pupils in the city.</p> <p>Proposal relates to all school age children.</p> <p>All those with parental responsibility for a pupil (both male and female and regardless of faith, religion or belief) are welcome at schools. In addition schools are community facilities and work to encourage community engagement.</p>	No adverse impact	The model school term and holiday dates calendar will be published on the PCC website and via School Room. Schools in Plymouth will be encouraged to adopt the model calendar.	As soon as calendar approved.
<b>Disability</b>	<p>The January 2020 PLASC return shows 17.3% (6787) of pupils in Plymouth are disabled or have special educational needs supported by an Education, Health Care Plan.</p> <p>All schools in Plymouth including special schools, are encouraged to adopt the model calendar – the proposal relates equally to</p>	No adverse impact	A wide ranging consultation on the proposed term dates was undertaken including with schools, pupils, local residents and all other interested parties.	No action required

	<p>children with disabilities and special educational needs.</p> <p>All those with parental responsibility for a pupil (both male and female and regardless of faith, religion or belief) are welcome at schools. In addition schools are community facilities and work to encourage community engagement.</p>			
<b>Faith/religion or belief</b>	<p>Schools cater for all children regardless of their faith, religion or belief.</p> <p>All those with parental responsibility for a pupil (both male and female and regardless of faith, religion or belief) are welcome at schools. In addition schools are community facilities and work to encourage community engagement.</p> <p>Faith schools have traditionally set their term dates based on those offered by the local authority.</p>	No Adverse impact	No action required. Although the term dates are based around the major Christian festivals all schools are sensitive to the needs of other faith groups	No action required
<b>Gender - including marriage, pregnancy and maternity</b>	<p>Schools cater for both male and female pupils and term dates affect all school age children equally regardless of gender. The January 2020 PLASC return shows 49.2% (19347) of pupils are girls.</p>	No adverse impact	No action required	No action required

	Overall 50% of our population is women. All those with parental responsibility for a pupil (both male and female and regardless of faith, religion or belief) are welcome at schools. In addition schools are community facilities and work to encourage community engagement.			
<b>Gender reassignment</b>	It is estimated that there may be 10,000 transgender people in the UK.	No adverse impact	No action required	No action required
<b>Race</b>	<p>The January 2020 PLASC return show 11.1% (4369) of pupils are of ethnic minority origin. It is recognised that children of Black/Asian/Minority Ethnic (BAME) heritage constitute a vulnerable group, it is important that we work within education to support equality of opportunity, ensuring these children enjoy inclusive learning opportunities.</p> <p>All those with parental responsibility for a pupil (both male and female and regardless of race) are welcome at schools. In addition schools are</p>	No adverse impact	<p>No action required</p> <p>Term dates affect all school age children equally regardless of race. Information is made available on the Council website regarding a translation facility for specified languages at <a href="http://www.plymouth.gov.uk/translateplymouth">www.plymouth.gov.uk/translateplymouth</a></p>	No action required

	community facilities and work to encourage community engagement.			
<b>Sexual orientation - including civil partnership</b>	<p>In 2016, just over 1 million (2.0%) of the UK population aged 16 and over identified themselves as lesbian, gay or bisexual (LGB).</p> <p>The population aged 16 to 24 were the age group most likely to identify as LGB in 2016 (4.1%).</p> <p>More males (2.3%) than females (1.6%) identified themselves as LGB in 2016. (ONS)</p> <p>All those with parental responsibility for a pupil (both male and female and regardless of sexual orientation) are welcome at schools. In addition schools are community facilities and work to encourage community engagement.</p>	No adverse impact	No action required	No action required

**STAGE 3: ARE THERE ANY IMPLICATIONS FOR THE FOLLOWING? IF SO, PLEASE RECORD ACTIONS TO BE TAKEN**

Local priorities	Implications	Timescale and who is responsible
Reduce the gap in average hourly pay between men and women by 2020.	None	N/A

<b>Increase the number of hate crime incidents reported and maintain good satisfaction rates in dealing with racist, disablist, homophobic, transphobic and faith, religion and belief incidents by 2020.</b>	None	N/A
<b>Good relations between different communities (community cohesion)</b>	Schools maintain good links with their communities and involve themselves with going out into the community and bringing the community in. Dedicated staff, governors' and parents provide a stimulating and challenging learning environment which helps pupils to thrive, believing in the importance of each individual, be they a child or an adult, and striving to create a learning community where everyone is respected and works in partnership with each other.	Coordinating dates with neighbouring authorities and encouraging all schools in Plymouth to adopt the model calendar will help reduce unauthorised pupil absence and prevent/reduce crime and disorder and anti-social behaviour by ensuring that the holiday dates of parents and children coincide.
<b>Human rights</b> Please refer to <a href="#">guidance</a>	This proposal contributes to the right to an education	Coordinating term dates with neighbouring authorities and standardising the length of terms promote planning and learning opportunities and support school staff in improving school performance.

**STAGE 4: PUBLICATION**

Responsible Officer Amanda Paddison

Date 31/3/21

Strategic Director, Service Director or Head of Service