

Public Document Pack

Cabinet

Tuesday, 15th January, 2019
at 4.30 pm

PLEASE NOTE TIME OF MEETING

Council Chamber - Civic Centre

This meeting is open to the public

Members

Leader and Clean Growth & Development –
Councillor Hammond
Adult Care - Councillor Fielker
Aspiration, Schools & Lifelong Learning –
Councillor Paffey
Children & Families - Councillor Jordan
Community Wellbeing – Councillor Shields
Finance & Customer Experience - Councillor Chaloner
Green City – Councillor Leggett
Homes & Culture - Councillor Kaur
Transport & Public Realm - Councillor Rayment

(QUORUM – 3)

Contacts

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BACKGROUND AND RELEVANT INFORMATION

The Role of the Executive

The Cabinet and individual Cabinet Members make executive decisions relating to services provided by the Council, except for those matters which are reserved for decision by the full Council and planning and licensing matters which are dealt with by specialist regulatory panels.

The Forward Plan

The Forward Plan is published on a monthly basis and provides details of all the key executive decisions to be made in the four month period following its publication. The Forward Plan is available on request or on the Southampton City Council website, www.southampton.gov.uk

Implementation of Decisions

Any Executive Decision may be “called-in” as part of the Council’s Overview and Scrutiny function for review and scrutiny. The relevant Overview and Scrutiny Panel may ask the Executive to reconsider a decision, but does not have the power to change the decision themselves.

Mobile Telephones – Please switch your mobile telephones to silent whilst in the meeting.

Use of Social Media

The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair’s opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council’s Standing Orders the person can be ordered to stop their activity, or to leave the meeting.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and or/training purposes. The meeting may be recorded by the press or members of the public. Any person or organisation filming, recording or broadcasting any meeting of the Council is responsible for any claims or other liability resulting from them doing so. Details of the Council’s Guidance on the recording of meetings is available on the Council’s website.

The Southampton City Council Strategy (2016-2020) is a key document and sets out the four key outcomes that make up our vision.

- Southampton has strong and sustainable economic growth
- Children and young people get a good start in life

Executive Functions

The specific functions for which the Cabinet and individual Cabinet Members are responsible are contained in Part 3 of the Council’s Constitution. Copies of the Constitution are available on request or from the City Council website, www.southampton.gov.uk

Key Decisions

A Key Decision is an Executive Decision that is likely to have a significant:

- financial impact (£500,000 or more)
- impact on two or more wards
- impact on an identifiable community

Procedure / Public Representations

At the discretion of the Chair, members of the public may address the meeting on any report included on the agenda in which they have a relevant interest. Any member of the public wishing to address the meeting should advise the Democratic Support Officer (DSO) whose contact details are on the front sheet of the agenda.

Fire Procedure – In the event of a fire or other emergency, a continuous alarm will sound and you will be advised, by officers of the Council, of what action to take.

Smoking policy – The Council operates a no-smoking policy in all civic buildings.

Access – Access is available for disabled people. Please contact the Cabinet Administrator who will help to make any necessary arrangements.

Municipal Year Dates (Tuesdays)

2018	2019
19 June	15 January
17 July	12 February (Budget)
21 August	19 February
18 September	19 March
16 October	16 April
20 November	
18 December	

- People in Southampton live safe, healthy, independent lives
- Southampton is an attractive modern City, where people are proud to live and work

CONDUCT OF MEETING

TERMS OF REFERENCE

The terms of reference of the Cabinet, and its Executive Members, are set out in Part 3 of the Council's Constitution.

RULES OF PROCEDURE

The meeting is governed by the Executive Procedure Rules as set out in Part 4 of the Council's Constitution.

DISCLOSURE OF INTERESTS

Members are required to disclose, in accordance with the Members' Code of Conduct, **both** the existence **and** nature of any "Disclosable Pecuniary Interest" or "Other Interest" they may have in relation to matters for consideration on this Agenda.

DISCLOSABLE PECUNIARY INTERESTS

A Member must regard himself or herself as having a Disclosable Pecuniary Interest in any matter that they or their spouse, partner, a person they are living with as husband or wife, or a person with whom they are living as if they were a civil partner in relation to:

(i) Any employment, office, trade, profession or vocation carried on for profit or gain.

(ii) Sponsorship:

Any payment or provision of any other financial benefit (other than from Southampton City Council) made or provided within the relevant period in respect of any expense incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

(iii) Any contract which is made between you / your spouse etc (or a body in which the you / your spouse etc has a beneficial interest) and Southampton City Council under which goods or services are to be provided or works are to be executed, and which has not been fully discharged.

(iv) Any beneficial interest in land which is within the area of Southampton.

(v) Any license (held alone or jointly with others) to occupy land in the area of Southampton for a month or longer.

(vi) Any tenancy where (to your knowledge) the landlord is Southampton City Council and the tenant is a body in which you / your spouse etc has a beneficial interests.

(vii) Any beneficial interest in securities of a body where that body (to your knowledge) has a place of business or land in the area of Southampton, and either:

- a) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or
- b) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you / your spouse etc has a beneficial interest that exceeds one hundredth of the total issued share capital of that class.

Other Interests

A Member must regard himself or herself as having an, 'Other Interest' in any membership of, or occupation of a position of general control or management in:

Any body to which they have been appointed or nominated by Southampton City Council

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

Any body whose principal purpose includes the influence of public opinion or policy

Principles of Decision Making

All decisions of the Council will be made in accordance with the following principles:-

- proportionality (i.e. the action must be proportionate to the desired outcome);
- due consultation and the taking of professional advice from officers;
- respect for human rights;
- a presumption in favour of openness, accountability and transparency;
- setting out what options have been considered;
- setting out reasons for the decision; and
- clarity of aims and desired outcomes.

BUSINESS TO BE DISCUSSED

Only those items listed on the attached agenda may be considered at this meeting.

QUORUM

The minimum number of appointed Members required to be in attendance to hold the meeting is 3.

In exercising discretion, the decision maker must:

- understand the law that regulates the decision making power and gives effect to it. The decision-maker must direct itself properly in law;
- take into account all relevant matters (those matters which the law requires the authority as a matter of legal obligation to take into account);
- leave out of account irrelevant considerations;
- act for a proper purpose, exercising its powers for the public good;
- not reach a decision which no authority acting reasonably could reach, (also known as the “rationality” or “taking leave of your senses” principle);
- comply with the rule that local government finance is to be conducted on an annual basis. Save to the extent authorised by Parliament, ‘live now, pay later’ and forward funding are unlawful; and
- act with procedural propriety in accordance with the rules of fairness.

AGENDA

1 APOLOGIES

To receive any apologies.

2 DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS

In accordance with the Localism Act 2011, and the Council's Code of Conduct, Members to disclose any personal or pecuniary interests in any matter included on the agenda for this meeting.

EXECUTIVE BUSINESS

3 STATEMENT FROM THE LEADER

4 RECORD OF THE PREVIOUS DECISION MAKING (Pages 1 - 4)

Record of the decision making held on 18th December, 2018 attached.

5 MATTERS REFERRED BY THE COUNCIL OR BY THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE FOR RECONSIDERATION (IF ANY)

There are no matters referred for reconsideration.

6 REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)

There are no items for consideration

7 EXECUTIVE APPOINTMENTS

To deal with any executive appointments, as required.

8 ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS FOR ACADEMIC YEAR 2020-21 □ (Pages 5 - 54)

To consider the report of the Cabinet Member for Aspiration, Schools and Lifelong Learning seeking approval of the admissions arrangements for community and voluntary controlled infant, primary, junior, secondary schools for 2020-21.

9 COMMUNITY CHEST GRANTS 2018/19 □ (Pages 55 - 64)

To consider the report of the Director of Quality and Integration seeking approval on round 2 awards for the Community Chest Grants 2018/19, following recommendations from the cross-party Community Chest Advisory Panel.

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SOUTHAMPTON CITY COUNCIL
EXECUTIVE DECISION MAKING

RECORD OF THE DECISION MAKING HELD ON 18 DECEMBER 2018

Present:

Councillor Hammond	Leader of the Council, Clean Growth and Development
Councillor Rayment	Cabinet Member for Transport and Public Realm
Councillor Chaloner	Cabinet Member for Finance and Customer Experience
Councillor Jordan	Cabinet Member for Children and Families
Councillor Kaur	Cabinet Member for Homes and Culture
Councillor Shields	Cabinet Member for Community Wellbeing
Councillor Dr Paffey	Cabinet Member for Aspiration, Schools and Lifelong Learning
Councillor Fielker	Cabinet Member for Adult Care
Councillor Leggett	Cabinet Member for Green City

31. COLLECTIONS DEVELOPMENT POLICY 2018 – 2023

DECISION MADE: (CAB 18/19 21740)

On consideration of the report of the Interim Director, Growth, Cabinet agreed the following:

- (i) To approve the Collection Development Policy 2018-2023 (see Appendix 1) for Cultural Services, as the collections development and acquisition and disposals policy for collections held in trust by Southampton City Council;
- (ii) To delegate authority to the Head of Service to revise the Implementation Plan associated with the Policy for Museum Accreditation if required, following consultation with the Cabinet Member for Homes and Culture.

32. DISABLED ADAPTATIONS FINANCIAL ASSISTANCE POLICY

DECISION MADE: (CAB 18/19 21844)

On consideration of the report of the Director of Transactions and Universal Services, Cabinet agreed the following:

- (i) To consider and approve the proposed policy, attached as Appendix 1;
- (ii) To delegate authority to the Director of Transactions and Universal Services to make minor amendments to the policy; and

- (iii) To delegate authority to the Director of Transactions and Universal Services to approve applications for financial assistance in accordance with the Disabled Adaptations Financial Assistance policy.

33. CHARTER AGAINST MODERN SLAVERY

DECISION MADE: (CAB 18/19 21846)

On consideration of the report of the Director Digital and Business, Cabinet approved the following:

- (i) To adopt the Co-operative Party's Charter Against Modern Slavery. The charter will be known as 'Southampton City Council's Charter Against Modern Slavery'.
- (ii) To delegate authority to the Service Director – Digital and Business Operations, following consultation with the Cabinet Member for Community Wellbeing and the Cabinet Member for Finance and Customer Experience, to develop a plan for implementing the Charter Against Modern Slavery.
- (iii) To delegate authority to the Service Director – Digital and Business Operations to report on the progress of implementation of the Charter Against Modern Slavery in 12 months' time following the return of the Procurement Service to council control.

NB: Councillors Shields, Paffey and Kaur declared a non-pecuniary interest in the above item and remained in the meeting and took part in the discussion and decision.

34. SOUTHAMPTON COMMON PLAN

DECISION MADE: (CAB 18/19 21625)

On consideration of the report of the Director Transactions and Universal Services, Cabinet approved the following:

- (i) To approve recommendation (ii) below, subject to amending page 2, bullet 2 from "increase the variety of activities enjoyed by users, including family and community events" to read "increase the variety of activities enjoyed by users, including family, commercial and community events";
- (ii) To adopt the Southampton Common Plan 2019 – 30; and
- (iii) To delegate to the Service Director Transactions & Universal Services the power to work with the Southampton Common Forum to establish a charitable foundation.

35. TERMINATION OF BEHAVIOUR CHANGE CONTRACT

DECISION MADE: (CAB 18/19 22193)

On consideration of the confidential report of the Director of Quality and Integration, Cabinet agreed the following:

- (i) To note and support the decision to terminate the Behaviour Change Contract with SHL.
- (ii) To note and support the direction of travel to explore alternative interim provision pending a review and commencement of the re-commissioning process.

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DECISION-MAKER:	CABINET		
SUBJECT:	ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS FOR ACADEMIC YEAR 2020-21		
DATE OF DECISION:	15 JANUARY 2019		
REPORT OF:	CABINET MEMBER FOR ASPIRATION, SCHOOLS AND LIFELONG LEARNING		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Clodagh Freeston	Tel: 023 8083 3681
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STATEMENT OF CONFIDENTIALITY
None
BRIEF SUMMARY
<p>All schools have admission criteria to decide which children get places. These criteria are set by the admission authority for each school. Southampton City Council is the admission authority for every Community and Voluntary Controlled School in the city.</p> <p>For 2020 admissions, the Council are proposing minor changes to the Infant/Primary, Junior and Secondary policies. As such, a statutory public consultation must take place for a minimum of 6 weeks. The consultation period on proposed policies ran from 1 November 2018 to 13 December 2018 and during that period were shared with all local admission authorities, all schools, other LA's and were available to view on the Council website for public comment. No comments were received during the consultation period.</p> <p>The 2020-21 Admissions policy proposes changes to that of the 2019-20 policy. Those changes are:</p> <ol style="list-style-type: none"> a) An amendment to the medical criterion which is now not dependent on children residing in or out of catchment, as it was in previous policies. This will benefit any child who meets the medical criteria. b) The reduction of PAN (Published Admission Number) for St Mark's CofE Primary School from 90 to 60. This reduction in PAN was agreed by the Office of the Schools Adjudicator. c) The addition of listed PANs for each Community or Voluntary Controlled school. d) The addition of information on the 'admission of children outside normal age group' to Junior and Secondary policies. This will provide further information to parents on this matter.
RECOMMENDATIONS:

	(i)	To approve the Admissions Policies and the Published Admissions Numbers (PANs) for Community and Voluntary Controlled schools and the schemes for coordinating Infant-Primary, Junior and Secondary admissions for the school year 2020-21 as set out in appendices 1 to 7.
	(ii)	To authorise the Service Director, Children and Families Services to take any action necessary to give effect to the admissions policies and to make any changes necessary to the admissions policies where required to give effect to any Acts, Regulations or revised Schools Admissions or School Admissions Appeals Codes or binding Schools Adjudicator, Court or Ombudsman decisions whenever they arise.

REASONS FOR REPORT RECOMMENDATIONS

1.	Southampton City Council (the admission authority) proposes changes to the 2020-21 admission policies for Infant-Primary, Junior and Secondary admissions. Where changes are proposed to admission arrangements, the admission authority must first publicly consult on those arrangements. Consultation must be for a minimum of 6 weeks and must take place between 1 October and 31 January of the school year before those arrangements are to apply. Admission Authorities must set ('determine') admission arrangements annually.
2.	The Council is required by statute and regulations to approve its admissions policies for the school year starting September 2020 (including Published Admissions Numbers – PANs). The deadline for this is 28 February 2020. This is a requirement of the School Standards and Framework Act 1998 as amended by the Education Act 2002 and the Education and Inspections Act 2006 and the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 as amended by The School Admissions (Admission Arrangements and Coordination of Admission Arrangements) (England)(Amendment) Regulations 2014.
3.	The proposed policies are at Appendix 1-4. There are changes from the 2018-19 arrangements.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4.	The only alternative option considered was to not consult on or determine local admission arrangements. This has been rejected because it would be unlawful.
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DETAIL (Including consultation carried out)

5.	The Council has consulted on the admission arrangements for 6 weeks prior to the deadline set in the School Admissions Code (31 January 2019). It is a statutory requirement that School Admission Authorities then determine the Admission Policy each year to approve the allocation of school places to Southampton pupils and to pupils applying for a place in a Southampton School from outside the city. The Council is the Admission Authority for all Community and Voluntary Controlled Schools in the city and is therefore responsible for determining the admission arrangements for these Schools. Once all arrangements have been determined, arrangements can be
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	objected to and referred to the Schools Adjudicator by 15 May in the determination year.
6.	<p>The principles of Southampton’s Admission Policies are well established. They seek to fulfil the requirement to be “fair, clear and objective” (School Admissions Code 2014). The proposed policies seek to make this process as transparent as possible. In particular they enable the Local Authority, Schools, and parents:</p> <ul style="list-style-type: none"> a) To protect the rights of vulnerable children. b) To meet significant medical or psychological needs of individual children. c) To develop, strengthen and support immediate family ties. d) To develop and strengthen links between designated feeder and receiver schools. e) To have access to reasonable, clear, objective, procedurally fair criteria that avoid ambiguity in the interpretation of the policy.
7.	<p>The 2020-21 Admissions policy proposes changes to that of the 2019-20 policy. Those changes are:</p> <ul style="list-style-type: none"> a) An amendment to the medical criterion which is now not dependent on children residing in or out of catchment, as it was in previous policies. This will benefit any child who meets the medical criteria. b) The reduction of PAN for St Mark’s CofE Primary School from 90 to 60. This reduction in PAN was agreed by the Office of the Schools Adjudicator. c) The addition of listed PANs for each Community or Voluntary Controlled school. d) The addition of information on the ‘admission of children outside normal age group’ to Junior and Secondary policies. This will provide further information to parents on this matter.
8.	Apart from required changes of dates there are no changes to the coordinated schemes for Infant-Primary, Junior or Secondary transfers.
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
9.	There are no additional revenue costs arising directly from the approval of the admission policies for the school year 2020-21.
<u>Property/Other</u>	
10.	None
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
11.	Admission Authorities are legally required to consult upon (if changes to policy are proposed) and determine their admission arrangements (including PANs, under the School Standards and Framework Act 1998 as amended by the Education Act 2002 and the Education and Inspections Act 2006 and the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 as amended by The School Admissions (Admission Arrangements and Coordination of Admission Arrangements) (England) (Amendment) Regulations 2014.

12.	In accordance with the above, the deadline for the 6 week consultation is 31 January 2019. Once all arrangements have been determined, arrangements can be objected to and referred to the Schools Adjudicator by 15 May in the determination year.
<u>Other Legal Implications:</u>	
13.	The Education Acts, Regulations made pursuant to them and the School Admissions Code (December 2014) require Local Authorities to formulate coordinated schemes for dealing with applications to Infant-Primary, Junior and Secondary schools at the relevant age of transfer. Such schemes also include admission to schools where the Local Authority is not the Admission Authority i.e. Voluntary Aided, Foundation, Free Schools and Academies. The schemes must ensure that every parent is notified of one offer of a school place on the same day. A National Offer date of 1 March, or first working day thereafter, has been set for Secondary admissions and a National Offer date of 16 April, or first working day thereafter, for Primary sector admissions. The regulations also set National closing dates for applications of 31 October in the offer year for Secondary applications and 15 January in the offer year for Primary sector applications.
RISK MANAGEMENT IMPLICATIONS	
14.	The recommendation to carry out formal consultation and determination of policy presents no financial risk. The proposals anticipate no changes to the current financial envelope.
15.	The recommendation presents no risks to the current service delivery. Any risks to service delivery will be presented with the final proposals after consultation has taken place.
16.	The proposals may cause low to moderate level stakeholder concern. The recommendation to carry out formal consultation provides the opportunity for these concerns to be raised and considered. Concerns and views will inform any proposals that will be presented to Cabinet.
POLICY FRAMEWORK IMPLICATIONS	
17.	The recommended admission arrangements proposed in the report are consistent with the Education Strategy and Council policy.

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Admission Policy for Community and Voluntary Controlled Infant/Primary Schools for 2020/21
2.	Admission Policy for Community and Voluntary Controlled Junior Schools for 2020/21
3.	Admission Policy for Community and Voluntary Controlled Secondary Schools for 2020/21
4.	Admission Policy for Bitterne Park School 2020/21

5.	The co-ordinated scheme for Year R entry to Infant / Primary Schools for 2020-21
6.	The co-ordinated scheme for entry to Junior Schools for 2020-21
7.	The co-ordinated scheme for entry to Secondary Schools for 2020-21
8.	Equality and Safety Impact Assessment

Documents In Members' Rooms

1.	None
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Equality Impact Assessment

Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes
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Data Protection Impact Assessment

Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out?	No
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Other Background Documents

Other Background documents available for inspection at:

Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1. School Admissions Code 2014	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/389388/School_Admissions_Code_2014_-_19_Dec.pdf

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Southampton City Council

Admission Policy for Community and Voluntary Controlled Infant and Primary Schools for 2020/21

Southampton City Council is the admission authority for all Community and Voluntary Controlled infant and primary schools in the city. As required in the School Admissions Code the authority will consider all on-time preferences at the same time for September 2020 admissions.

Parents may express up to three (3) preferences, listing them in the order in which they would accept them. All preferences will be considered and where more than one school could be offered, the parents will be offered a place for their child at the higher ranked of the schools that could be offered.

Children with Education, Health and Care Plans (EHCP) that name a school

Children with Education, Health and Care Plans (EHCPs) that name a school must be admitted to that school under the Education Act 1996 and with regard to the SEND Code of Practice. These children will be admitted to the named school, even if it is full, and are therefore outside the normal admission arrangements. As required by the Code these children will count as part of the Published Admission Number (PAN) for the school.

Oversubscription criteria

Applications submitted by 15 January 2020 will be dealt with first. If the number of applications submitted by 15 January 2020 is greater than the PAN for a school, admissions to the school will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined by section 1.7 of the School Admissions Code.
2. Children subject to a child protection plan or deemed to be vulnerable by the Senior Officer with responsibility for safeguarding in Southampton City Council.
3. Children who have a brother or sister already on the roll of the school who will continue to attend that school for the following year.
4. Children whose parents have satisfied the Local Authority that their child has a significant medical or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist.
5. Children who live within the school's designated catchment area.
6. Children whose parents are applying for their child to attend a Church of England voluntary controlled school on denominational grounds.
7. Children who live closest to the school.

Should a school be oversubscribed from within any of the criteria, then distance, as defined below, will be used to prioritise applications within these categories. Should there be two or more identical distances requiring prioritisation, this will be done by casting lots. Lots will be drawn by the Education Lead, Southampton City Council.

Definitions

Sibling: This includes children living as siblings in the same family unit. In the case of applications for places at infant schools a sibling at the linked junior school will count as a sibling at the infant school. A sibling is defined as a brother or sister including half, step, foster or adoptive brother or sister, living within the same family unit at the same address.

Catchment Area: A “designated catchment area” for a school is the area set out in the definitive catchment area map for each school. This map is held by Southampton City Council, Civic Centre, Southampton SO14 7LY. A schedule of addresses, to be read in conjunction with the map, is also kept by the Council. Parents wishing to know if their address is in a particular catchment area can contact the Admissions Team, or log on to the council website www.southampton.gov.uk, click on “My Southampton”, follow the links, and enter their postcode.

Denominational grounds: Evidence of regular church attendance at services held by the Church of England or a local ecumenical partnership (as defined in the school’s prospectus) must be certified by the vicar or someone else of authority in the church. “Regular” is defined as “attending worship services at a Church of England church or local ecumenical partnership at least twice a month for the previous two years before the deadline for admissions set by Southampton City Council.”

Distance: Distances are measured based on the shortest walking distance using public roads and footpaths. Distances are measured from home to school for all children. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated in the system as the home address to the point designated in the system as the mid-point of the nearest open pedestrian gate to the school, using public roads and footpaths.

Late applications

The closing date for applications is 15 January 2020. Applications received after that date will be late applications and will be dealt with after all on time applicants have been offered a school place. If a school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

Unplaced children

Any child who remains unplaced after their application has been processed, because either they could not be offered a place at any school requested or their parents did not complete an application, will be offered a place at their catchment school if there is one and if places are still available. If there are no places available at their catchment

school, they will be allocated a place at the nearest school to their home address with places available that is prepared to offer a place.

Waiting lists

If a place cannot be offered at a higher ranked Community or Voluntary Controlled school, unsuccessful applicants will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will automatically be offered them according to the priorities set out above and any previous offer of a school place will be withdrawn.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on time applications and placed on the waiting list according to the priorities set out above. This means that waiting lists will be re-ranked after every new expression of preference.

Waiting lists will be maintained by the Admissions Manager at Southampton City Council for all Community and Voluntary Controlled schools. Waiting lists will be maintained until the end of the summer term.

Entry into Reception Class

The offer made to parents for reception class on the initial offer date is of a full time place from the start of term after 1 September 2020. Schools normally wish to stagger entry into school from that date and arrange for some initial part time attendance to ensure a smooth transition from pre-school / home into school.

Flexibilities exist for those parents who do not feel that their child is ready to start school in the September following their fourth birthday. It is possible for them to:

- Request part-time admission to the allocated school from the September following their child's fourth birthday. This should be negotiated with the headteacher of the allocated school.
- Request to defer their child's entry until later in the school year but not beyond the point at which they reach Compulsory School Age, and not beyond the beginning of the final term of the school year. This should be negotiated with the headteacher of the allocated school.
- Request to defer their child's entry until the September following their fifth birthday. Parents must make an in-year application and the pupil would start in Year 1.

Parents of summer-born children, that is children born between 1 April and 31 August, may, in addition, choose to send their child to school in the September following their 5th birthday and may **request** that their child is admitted out of their normal age group to reception year rather than Year 1. Any parent wishing to apply for their summer-born child to start school outside their normal age group should read the 'Guidance on the education of children outside normal age group' document available on the

Southampton City Council website, which explains the procedures that need to be followed.

For all requests it is vital to understand that at each transition (starting reception, moving from infant to junior, primary to secondary, secondary to college) the decision whether to maintain the placement in a younger or older year group must be made by the admission authority for the school. As such, there is **no guarantee that it will continue throughout the child's education** and a new parental request **must** be made before each transition. As a general rule, requests should only be made once per phase transfer, unless there has been a significant change in circumstances.

One admission authority cannot be required to honour a decision made by another admission authority on education out of normal age group.

In-Year Admissions

Admissions mid-year for any year group will be dealt with in accordance with this policy. Please contact the current school for an admission application form.

Published Admission Numbers*

School	PAN
Bitterne C of E (VC) Primary School	60
Bitterne Manor Primary School	30
Bitterne Park Primary School	90
Fairisle Infant and Nursery School	120
Mansel Park Primary School	60
Mason Moor Primary School	45
Moorlands Primary School	60
Newlands Primary School	60
Oakwood Primary School	60
Redbridge Primary School	30
Shirley Warren LC Primary and Nursery School	60
Sinclair Primary and Nursery School	30
St Deny's Primary School	30
St Mark's CofE (VC) Primary School	60
St Mary's CofE (VC) Primary School	90
St Monica Primary School	90
Valentine Primary School	120
Weston Shore Infant School	30
Woolston Infant School	60

*At the time of publication, the schools listed above were using the SCC Admissions Policy and appropriate PAN. Please note that this list is subject to change. The Council website has the most up to date information on school status (academisation etc.) and amendments to PANs that may have taken place in accordance with admissions legislation or school organisation decisions since publication.



Southampton City Council

Admission Policy for Community Junior Schools for 2020/21

Southampton City Council is the admission authority for all Community junior schools in the city. As required in the School Admissions Code the authority will consider all on-time preferences at the same time for September 2020 admissions.

Parents may express up to three (3) preferences for junior schools only, listing them in the order in which they would accept them. All preferences will be considered and where more than one school place could be offered, the parents will be offered a place for their child at the higher ranked of the schools that could be offered.

Children with Education, Health and Care Plans (EHCPs) that name a school

Children with Education, Health, and Care Plans (EHCPs) that name a school must be admitted to that school under the Education Act 1996 and with regard to the SEND Code of Practice. These children will be admitted to the named school, even if it is full, and are therefore outside the normal admission arrangements. As required by the Code these children will count as part of the Published Admission Number (PAN) for the school.

Oversubscription criteria

Applications submitted by 15 January 2020 will be dealt with first. If the number of applications received by 15 January 2020 is greater than the PAN for a school, admissions will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined in paragraph 1.7 of the School Admissions Code 2014.
2. Children subject to a child protection plan or deemed to be vulnerable by the Senior Officer with responsibility for safeguarding in Southampton City Council.
3. Children attending the linked infant school at the time of application.
4. Children who have a brother or sister already on the roll of the school who will continue to attend that school for the following year.
5. Children whose parents have satisfied the Local Authority that their child has a significant medical or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist.
6. Children who live within the school's designated catchment area.
7. Children who live closest to the school.

Should a school be oversubscribed from within any of the criteria, then distance, as defined below, will be used to prioritise applications within these categories. Should there be two or more identical distances requiring prioritisation, this will be done by casting lots. Lots will be drawn by the Education Lead, Southampton City Council.

Definitions

Linked Infant School: This criterion applies only at the time of transfer from Year 2 to Year 3 and until the end of the first term of junior school. After that time previous attendance at the linked infant school gives no priority to an application for a place at the linked junior school.

Linked Junior School: priority will be given to children attending a linked infant school at the closing date of applications. They are as follows:

- Fairisle Infant and Nursery School links to Fairisle Junior School
- Maytree Infant and Nursery School links to Mount Pleasant Junior School
- Townhill Infant School links to Townhill Junior School

Sibling: This includes children living as siblings in the same family unit. In the case of applications for places at junior schools a sibling at the linked infant school will count as a sibling at the junior school. A sibling is defined as a brother or sister including half, step, or foster or adoptive brother or sister, living within the same family unit at the same address.

Catchment Area: A “designated catchment area” for a school is the area set out in the definitive catchment area map for each school. This map is held by Southampton City Council, Civic Centre, Southampton SO14 7LY. A schedule of addresses, to be read in conjunction with the map, is also kept by the Council. Parents wishing to know if their address is in a particular catchment area can contact the Admissions Team, or log on to the council website www.southampton.gov.uk, click on “my Southampton”, follow the links, and enter their postcode.

Distance: Distances are measured based on the shortest walking distance using public roads and footpaths. Distances are measured from home to school for all children. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated in the system as the home address to the point designated in the system as the mid-point of the nearest open pedestrian gate to the school, using public roads and footpaths.

Late applications

The closing date for applications is 15 January 2020. Applications received after that date will be late applications and will be dealt with after all on time applicants have been offered a school place. If a school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

Unplaced children

Any children who remain unplaced after their application has been processed, because either they could not be offered a place at any school requested or their parents did not complete an application, will be offered a place at their linked junior school, if places are still available. If there are no places available at their linked junior school, they will be allocated a place at the nearest junior school to their home address with places available that is prepared to offer a place. Distance to their home address will be measured by public roads and footpaths.

Waiting lists

If a place cannot be offered at a higher ranked Community school, children will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will automatically be offered them according to the priorities set out above and any previous offer of a school place will be withdrawn.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on time applications and placed on the waiting list according to the priorities set out above. This means that the waiting list will be re-ranked after every new expression of preference.

Waiting lists will be maintained by the Admissions Manager at Southampton City Council for all Community schools. Waiting lists will be held until the end of the summer term.

Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group, for example, if the child is gifted or talented or has experienced problems such as ill health, or they are summer born and were admitted to Year R outside the normal age group. All requests will be considered on their merits by Southampton City Council taking account of the parent's view and the views of the headteacher.

Parents of summer-born children for whom education outside normal age group was previously agreed will be required to make a new request for entry into junior school. This should be done as if the child is placed in their correct year group. For example, a child who has been held back a year (decelerated) should be making a new request when the child is in Year 1.

Before making such a request, parents are strongly advised to read the 'Guidance on the education of children outside normal age group' document available on the Southampton City Council website, which explains the procedures that need to be followed.

For all requests it is vital to understand that at each transition (starting reception, moving from infant to junior, primary to secondary, secondary to college) the decision

whether to maintain the placement in a younger or older year group must be made by the admission authority for the school. As such, there is **no guarantee that it will continue throughout the child's education** and a new parental request **must** be made before each transition. As a general rule, requests should only be made once per phase transfer, unless there has been a significant change in circumstances.

One admission authority cannot be required to honour a decision made by another admission authority on education out of normal age group.

In-Year Admissions

Admissions mid-year for any year group will be dealt with in accordance with this policy. Please contact the current school for an admission application form.

Published Admission Numbers*

School	PAN
Fairisle Junior School	120
Townhill Junior School	102
Mount Pleasant Junior School	90

*At the time of publication, the schools listed above were using the SCC Admissions Policy and appropriate PAN. Please note that this list is subject to change. The Council website has the most up to date information on school status (academisation etc.) and amendments to PANs that may have taken place in accordance with admissions legislation or school organisation decisions since publication.



Southampton City Council

Admission Policy for Community Secondary Schools for September 2020/21

Southampton City Council is the admission authority for all Community secondary schools in the city. As required in the School Admissions Code, the authority will consider all preferences at the same time for September 2020 admissions.

Parents may express up to three (3) preferences, listing them in the order in which they would accept them. All preferences will be considered and where more than one school could be offered, the parents will be offered a place for their child at the higher ranked of the schools that could be offered.

Children with Education, Health and Care Plans (EHCPs) that name a school

Children with Education, Health and Care Plans (EHCPs) that name a school must be admitted to that school under the Education Act 1996 and with regard to the SEND Code of Practice. These children will be admitted to the named school, even if it is full, and are therefore outside the normal admission arrangements. As required by the Code these children will count as part of the Published Admission Number (PAN) for the school.

Oversubscription criteria

Applications submitted by 31 October 2019 will be dealt with first. If the number of applications submitted by 31 October 2019 for a school is greater than the PAN for the school, admissions will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined in paragraph 1.7 of the School Admissions Code 2014.
2. Children subject to a child protection plan or deemed to be vulnerable by the Senior Officer with responsibility for safeguarding in Southampton City Council.
3. Children who have a brother or sister already on the roll of the school who will continue to attend that school during the following year.
4. Children whose parents have satisfied the Local Authority that their child has a significant medical or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist.
5. Children who live within the school's designated catchment area.
6. Children attending a feeder junior or primary school.
7. Children who live closest to the school.

Should a school be oversubscribed from within any of the criteria, then distance, as defined below, will be used to prioritise applications within these categories. Should there be two or more identical distances requiring prioritisation, this will be done by casting lots. Lots will be drawn by the Education Lead, Southampton City Council.

Definitions

Sibling: This includes children living as siblings in the same family unit. A sibling is defined as a brother or sister including half, step, or foster or adoptive brother or sister, living within the same family unit at the same address.

Catchment Area: A “designated catchment area” for a school is the area set out in the definitive catchment area map for each school. This map is held by Southampton City Council, Civic Centre, Southampton SO14 7LY. A schedule of addresses, to be read in conjunction with the map, is also kept by the Council. Parents wishing to know if their address is in a particular catchment area can contact the Admissions Team, or log on to the council website www.southampton.gov.uk, click on “my Southampton”, follow the links, and enter their postcode.

Feeder Junior or Primary School: priority will be given to children attending a feeder junior or primary school at the closing date of applications. They are as follows:

- **Redbridge Community School** - Mansel Park Primary, Mason Moor Primary, Newlands Primary, Redbridge Primary, Tanners Brook Primary
- **Woodlands Community College** - Harefield Primary, Hightown Primary, Kanes Hill Primary, Thornhill Primary

Distance: Distances are measured based on the shortest walking distance using public roads and footpaths. Distances are measured from home to school for all children. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated in the system as the home address to the point designated in the system as the mid-point of the nearest open pedestrian gate to the school, using public roads and footpaths.

Late applications

The closing date for applications is 31 October 2019. Applications received after that date will be late applications and will be dealt with after all on-time applicants have been offered a school place. If a school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

Unplaced children

Any child who remains unplaced after their application has been processed, because either they could not be offered a place at any school requested or their parents did not make an application, will be offered a place at their catchment school if there is one and if places are still available. If there are no places available at their catchment school, they will be allocated a place at the nearest school with places available to their home address that is prepared to offer a place. Distance to their home address will be measured by public roads and footpaths.

Waiting lists

If a place cannot be offered at a higher ranked community school, unsuccessful applicants for the school will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will automatically be offered them according to the priorities set out above and any previous offer of a school place will be withdrawn.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on-time applications and placed on the waiting list according to the priorities set out above. This means that waiting lists will be re-ranked after every new expression of preference.

Waiting lists will be maintained by the Admissions Manager at Southampton City Council for all community schools. Waiting lists will be held until the end of the summer term.

Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group, for example, if the child is gifted or talented or has experienced problems such as ill health, or they are summer born and were admitted to Year R or Year 3 outside the normal age group. All requests will be considered on their merits by Southampton City Council taking account of the parent's view and the views of the headteacher.

Parents of summer-born children for whom education outside normal age group was previously agreed will be required to make a new request for entry into secondary school. This should be done as if the child is placed in their correct year group. For example, a child who has been held back a year (decelerated) should be making a new request when the child is in Year 5.

Before making such a request, parents are strongly advised to read the 'Guidance on the education of children outside normal age group' document available on the Southampton City Council website, which explains the procedures that need to be followed.

For all requests it is vital to understand that at each transition (starting reception, moving from infant to junior, primary to secondary, secondary to college) the decision

whether to maintain the placement in a younger or older year group must be made by the admission authority for the school. As such, there is **no guarantee that it will continue throughout the child's education** and a new parental request **must** be made before each transition. As a general rule, requests should only be made once per phase transfer, unless there has been a significant change in circumstances.

One admission authority cannot be required to honour a decision made by another admission authority on education out of normal age group.

In Year Admissions

Admissions mid-year for any year group will be dealt with in accordance with this policy. Please contact the current school for an admission application form.

Published Admission Numbers*

School	PAN
Redbridge Community School	210
Woodlands Community School	180

*At the time of publication, the schools listed above were using the SCC Admissions Policy and appropriate PAN. Please note that this list is subject to change. The Council website has the most up to date information on school status (academisation etc.) and amendments to PANs that may have taken place in accordance with admissions legislation or school organisation decisions since publication.



Southampton City Council

Admission Policy for Bitterne Park School 2020/21

Southampton City Council is the admission authority for Bitterne Park School. As required in the School Admissions Code, the authority will consider all preferences at the same time for September 2020 admissions.

Parents may express up to three (3) preferences, listing them in the order in which they would accept them. All preferences will be considered and where more than one school could be offered, the parents will be offered a place for their child at the higher ranked of the schools that could be offered.

Children with Education, Health and Care Plans (EHCPs) that name a school

Children with Education, Health and Care Plans (EHCPs) that name a school must be admitted to that school under the Education Act 1996 and with regard to the SEND Code of Practice. These children will be admitted to the named school, even if it is full, and are therefore outside the normal admission arrangements. As required by the Code these children will count as part of the Published Admission Number (PAN) for the school.

Oversubscription criteria

Applications submitted by 31 October 2019 will be dealt with first. If the number of applications submitted by 31 October 2019 for a school is greater than the PAN for the school, admissions will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined in paragraph 1.7 of the School Admissions Code 2014.
2. Children subject to a child protection plan or deemed to be vulnerable by the Senior Officer with responsibility for safeguarding in Southampton City Council.
3. Children who have a brother or sister already on the roll of the school who will continue to attend that school during the following year.
4. Children, up to a maximum of 36, who score highest in the aptitude test set by Southampton City Council to measure their aptitude for the performing arts. In the event of a tie in the aptitude scoring the child/children closest to the school will be given priority.
5. Children whose parents have satisfied the Local Authority that their child has a significant medical or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist.
6. Children who live within the school's designated catchment area.
7. Children attending a feeder junior or primary school.

8. Children who live closest to the school.

Should the school be oversubscribed from within any of the criteria, then distance, as defined below, will be used to prioritise applications within these categories. Should there be two or more identical distances requiring prioritisation, this will be done by casting lots. Lots will be drawn by the Education Lead, Southampton City Council.

Definitions

Sibling: This includes children living as siblings in the same family unit. A sibling is defined as a brother or sister including half, step, or foster or adoptive brother or sister, living within the same family unit at the same address.

Catchment Area: A “designated catchment area” for a school is the area set out in the definitive catchment area map for each school. This map is held by Southampton City Council, Civic Centre, Southampton SO14 7LY. A schedule of addresses, to be read in conjunction with the map, is also kept by the Council. Parents wishing to know if their address is in a particular catchment area can contact the Admissions Team, or log on to the council website www.southampton.gov.uk, click on “my Southampton”, follow the links, and enter their postcode.

Feeder Junior or Primary School: priority will be given to children attending a feeder junior or primary school at the closing date of applications. They are as follows:

- **Bitterne Park School** - Townhill Junior, Bitterne Park Primary, Bitterne Manor Primary, Beechwood Junior, St Denys Primary, Moorlands Primary

Distance: Distances are measured based on the shortest walking distance using public roads and footpaths. Distances are measured from home to school for all children. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated in the system as the home address to the point designated in the system as the mid-point of the nearest open pedestrian gate to the school, using public roads and footpaths.

Late applications

The closing date for applications is 31 October 2019. Applications received after that date will be late applications and will be dealt with after all on-time applicants have been offered a school place. If a school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

Unplaced children

Any child who remains unplaced after their application has been processed, because either they could not be offered a place at any school requested or their parents did not make an application, will be offered a place at their catchment school if there is

one and if places are still available. If there are no places available at their catchment school, they will be allocated a place at the nearest school with places available to their home address that is prepared to offer a place. Distance to their home address will be measured by public roads and footpaths.

Waiting lists

If a place cannot be offered at a higher ranked community school, unsuccessful applicants for the school will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will automatically be offered them according to the priorities set out above and any previous offer of a school place will be withdrawn.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on-time applications and placed on the waiting list according to the priorities set out above. This means that waiting lists will be re-ranked after every new expression of preference.

Waiting lists will be maintained by the Admissions Manager at Southampton City Council for all community schools. Waiting lists will be held until the end of the summer term.

Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group, for example, if the child is gifted or talented or has experienced problems such as ill health, or they are summer born and were admitted to Year R or Year 3 outside the normal age group. All requests will be considered on their merits by Southampton City Council taking account of the parent's view and the views of the headteacher.

Parents of summer-born children for whom education outside normal age group was previously agreed will be required to make a new request for entry into secondary school. This should be done as if the child is placed in their correct year group. For example, a child who has been held back a year (decelerated) should be making a new request when the child is in Year 5.

Before making such a request, parents are strongly advised to read the 'Guidance on the education of children outside normal age group' document available on the Southampton City Council website, which explains the procedures that need to be followed.

For all requests it is vital to understand that at each transition (starting reception, moving from infant to junior, primary to secondary, secondary to college) the decision whether to maintain the placement in a younger or older year group must be made by the admission authority for the school. As such, there is **no guarantee that it will continue throughout the child's education** and a new parental request **must** be made before each transition. As a general rule, requests should only be made once per phase transfer, unless there has been a significant change in circumstances.

One admission authority cannot be required to honour a decision made by another admission authority on education out of normal age group.

In Year Admissions

Admissions mid-year for any year group will be dealt with in accordance with this policy. Please contact the current school for an admission application form.

Published Admission Number*

School	PAN
Bitterne Park School	360

*At the time of publication, Bitterne Park School was using the SCC Admissions Policy and appropriate PAN. Please note that this is subject to change. The Council website has the most up to date information on school status (academisation etc.) and amendments to PANs that may have taken place in accordance with admissions legislation or school organisation decisions since publication.

Bitterne Park School (Sixth Form Places)

Bitterne Park Sixth Form application deadline is 10th July 2020. Applications received after this date will be processed as 'late applications' (see below).

The Sixth Form has a maximum pupil number of 90 in Year 12 (180 Total in Years 12 and 13).

The majority of these places will be filled by existing Bitterne Park School students however, external applicants are welcome to apply to fill up to the remainder of 90 places. If the sixth form is oversubscribed they will be considered in line with the SCC admissions policy that is detailed below.

The application form is made up of two parts:

Part 1 – Place application, this is to obtain a place within the sixth form at Bitterne Park School. Currently the procedure is run by Southampton City Council Admissions team (address below)

Part 2 – Course application, this is to secure a place on the requested courses, please note that some course may not run if sufficient applicants are not received. These are to be returned to the school office.

To apply complete both parts of the application, which are available to download from www.bitterneparkschool.org.uk or within the pack obtained from the school office.

Return part 1 as soon as possible to the Admission Team at Southampton City Council (address below) and by at the latest 10th July 2020.

Part 1: Place Application
Admission Team
North Block
Civic Centre
Southampton SO14 7LY

If you submit the place application form to the school, this will be forwarded to the Admissions Team.

Return Part 2, the course selection form to be returned to the school (address below)

Part 2: Course Application
Sixth Form recruitment
Bitterne Park Sixth Form College
Dimond Road
Southampton
SO18 1BU

When completing part 2 of the application please ensure on your course choice that you indicate if it is level 2 or level 3 that you are applying for. If you are unsure whether you are a Level 2 or 3 students you are welcome to apply for both programmes, and then discuss this at the application guidance meeting.

Once your application has been received a letter will be sent confirming receipt and you will be invited in to the Sixth Form for an Application Guidance Meeting, which will review your course options and provide you with support and assistance with your application. This is not mandatory and will not form part of the Admissions process it is purely there to support and inform your decisions. You will not be required to bring anything to this meeting.

There will be a post-17 induction programme for students who have a place in the Sixth Form in which you will have an opportunity to attend taster lessons in your chosen subjects as well as take part in team building and leadership activities. It is expected that all students who are transferring to Bitterne Park Sixth Form will attend.

Southampton City Council Admissions Policy

All places offered by Southampton City Council are conditional upon the applicant meeting the Academic Entry Requirements set out below.

Places will be offered on the following basis:

Children with Education, Health and Care Plans (EHCP) that name the school

Children with Education, Health and Care Plans (EHCP) that name a school must be admitted to that school under the Education Act 1996 and with regard to the SEN Code of Practice. These children will be admitted to the named school, even if it is full and are therefore outside the normal admission arrangements. As required by the Code these children will count as part of the Published Admission Number (PAN) for the school.

Oversubscription criteria

Applications submitted by 10th July 2020 will be dealt with first. If the number of applications submitted by 10th June 2020 for the sixth form exceed the Admission Number of 90, admissions will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined in paragraph 1.7 of the School Admissions Code.

2. Children who live within the school's designated catchment area.

A “designated catchment area” for a school is the area set out in the definitive catchment area map for each school. This map is held by Southampton City Council, Civic Centre, Southampton SO14 7LY. A schedule of addresses, to be read in conjunction with the map, is also kept by the Council.

Parents wishing to know if their address is in a particular catchment area can contact the Admissions Team, or log on to the council website www.southampton.gov.uk, click on “my Southampton”, follow the links, and enter their post code.

If the school is oversubscribed from within the designated catchment area, the procedure set out at 3, below, will be used to determine which children will be offered places.

3. Children who live closest to the school based on the shortest walking distance using public roads and footpaths. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated in the system as the home address to the point designated in the system as the mid-point of the nearest open pedestrian gate to the school, using public roads and footpaths.

Should there be two identical distances requiring prioritisation, this will be done by casting lots. Lots will be drawn by the Principal Officer Education and Early Years, Children and Families Services, Southampton City Council.

Late applications

If a school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

Waiting lists

Unsuccessful applicants for the school will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will automatically be offered them according to the priorities set out above.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on-time applications and placed on the waiting list according to the priorities set out above. This means that the waiting list will be re-ranked after every new expression of preference.

Waiting lists will be maintained by the Admissions Manager at Southampton City Council for all community schools. Waiting lists will be held until the end of the summer term.

Sixth Form Courses and Entry Requirements

Level 3 Courses:

This is a two year programme of study that is at a higher level than the work undertaken in Year 11.

Level 3 courses prepare students for entry to university. Bitterne Park Sixth Form offers a wide range of both academic A Levels and the full range of applied BTEC courses.

Each AS/A2 Level and BTEC has 5 hours of taught study each week. For success a similar amount of private study is expected out of hours.

The desired entry requirement for a Level 3 programme of study is 5A* to C grades at GCSE or equivalent in 4 or more subjects including English and Maths.

Some Level 3 subjects have specific entry requirements (such as a B grade at the Higher Tier of entry).

These are outlined in the subject information and must be met. It is at the discretion of the School whether a student who has a D grade in either English or Mathematics at GCSE (not both) is able to progress to Level 3

Level 2 Courses:

This is a one year programme of study for students who wish to progress to the Level 3 programme of study at the Bitterne Park School Sixth Form and have not yet quite gained the 5A* - C grades at GCSE or equivalent needed for this.

This programme of study enables students to retake English and Mathematics and take a number of new and exciting subjects.

The desired entry requirements for Level 2 Courses in Year 12 is 5 D grades at GCSE or equivalent in 4 or more subjects.

A minimum of an E grade in English and/or Mathematics is also desired.

Foundation Learning:

This is a one year programme of study for students who wish to progress to the Level 2 programme of study at the Bitterne Park School Sixth Form, or seek

employment, and have not yet quite gained the desired entry requirements for level 2 courses.

Results day

Once you receive your GCSE results we can confirm your course and subject choices and finalise your enrolment to The Sixth Form. Support for students who have not made entry requirements will be available on the results publication day in August. All Bitterne Park Year 11 students are expected to be present that day, where possible.

We will do all we can to support you if you wish to change your options but after the timetable is written this will only be possible if a class is not full and the subjects you wish to study are not timetabled at the same time.

You will then receive a letter confirming your place in the Sixth Form, which is conditional on the entry requirements.

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SOUTHAMPTON CITY COUNCIL THE CO-ORDINATED SCHEME FOR YEAR R ENTRY TO INFANT/PRIMARY SCHOOLS

SCHOOL YEAR 2020-21

1. INTRODUCTION

This scheme details proposals for the co-ordinated admission arrangements for infant and primary schools in Southampton. The proposed scheme is in accordance with the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 and the School Admissions Code (2014).

2. BACKGROUND

The School Standards and Framework Act 1998, as amended by the Education Act 2002, the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 and The School Admissions (Admission Arrangements and Coordination of Admission Arrangements) (England) (Amendment) Regulations 2014 set a duty on Local Authorities (LAs) to formulate a scheme covering every maintained school in their area, to co-ordinate the admissions process for primary intakes.

The LA must then consult all other admission authorities in the area who it proposes should adopt the scheme.

3. THE SCHEME

The purpose of the co-ordinated admission scheme is to establish mechanisms for ensuring that every parent of a child living in the LA area who has applied for a school place in the 'normal admissions round' receives an offer of one, and only one, school place on the same day. Schemes should also address how late applications will be handled. Co-ordinated schemes are an administrative process to make school admissions easier, more transparent and less stressful for parents.

The Southampton City Council co-ordinated scheme for infant/primary schools aims to encompass all the schools including academies in its area. The School Admissions Code requires that *all schools* in the LA's area operate the 'equal preference' allocation criterion. Parents must apply for places in different LAs via their Home LA, using the application form for that LA, so there is a requirement for LAs to exchange data.

The co-ordinated scheme has been broken down into the following headings:

- Data capture
- Application process
- Closing date
- Processing of applications
- Late applications
- Decision letters

4. DATA CAPTURE

In July 2019 “rising 4” data will be downloaded, by the Admissions Team, from the Early Years modules of the ONE database and a list of rising 4 children will be obtained from Southampton City Primary Care Trust (SCPCT).

5. THE APPLICATION PROCESS

- A letter giving advice to parents for children in the transfer group, about online applications and use of forms, will be sent to parents in late August/early September 2019. The composite prospectus will be available on line at the Southampton City Council website from no later than 12 September 2019.
- Online application commences 9 September 2019.
- Parents of children living outside the city but wishing to apply for a place at a Southampton LA area school must apply via their Home LA.
- Parents who live in the city who wish to apply for a place at a school in another LA area (e.g. Hampshire) must apply through the Southampton Admissions processes.

6. CLOSING DATE

The closing date for applications will be 23:59 on 15 January 2020. This date is set in the regulations. Online applications will come direct to the Admissions Team.

7. PROCESSING OF ON-TIME APPLICATIONS

Own Admission Authority School applications – the data on any application that mentions an own admission authority school regardless of the ranking of the school on the form will be sent to the own admission authority school no later than 5pm 21 February 2020.

Community/VC School applications – applications will be imported in to the One database in order that initial allocations can be made on an equal preference basis.

By 5pm Friday 13 March 2020, own admission authority schools will advise the Admissions Team of the rank order against their criteria of all the applications referred to them.

In the event that more than one place can be offered, e.g. at a VA school and a Community/VC school or at two Community/VC schools, the place that will be offered will be the one that is highest preference in the application.

For example, if the Community/VC school is 1st preference and the VA school is 2nd preference but both schools can offer a place, the place will be offered at the Community/VC school. However, if the VA school is the higher preference then the place will be offered at this school. In the case of two Community/VC places being available for offer, the offer will be made for the higher preference school. The Admissions Team will advise the VA schools of any children who are offered places at higher preference schools.

8. LATE APPLICATIONS

Any application submitted after the closing date will be treated as a late application. These will not be processed until after the on-time applications.

9. UNPLACED CHILDREN

Any child who remains unplaced after their application has been processed, either because they failed to get into any school requested or did not complete a form, will be offered a place at their catchment school, if places are still available. If there are no places available at their catchment school, they will be offered a place at the nearest school with places available to their home address. Distance from home to school will be measured in accordance with the published arrangements for each school.

10. OUTCOME OF APPLICATIONS

All parents/carers resident in Southampton will be notified of the outcome of their application on 16 April 2020. This date is set in regulations. Southampton LA will make the offer of places at those schools (Community/VC) where it is the admission authority and will also offer on behalf of the governing bodies of those schools where it is not the admission authority. Email notifications only will be sent to those parents who applied online unless a written notification has been requested. Applicants who are not offered their first preference school will receive a formal letter from the Admissions Team giving the reasons for refusal and guidance on how to appeal.

Parents who receive an email notification will be able to accept their offer of a school place online. Those parents who receive a decision letter will also receive a reply slip that they must complete to accept the place offered to

them. The Admissions Team will notify own admission authority schools of any places they have offered that have been refused so that offers can be made to other parents, if necessary. Parents will be offered the right of appeal against a refusal of a place as laid down in the School Standards and Framework Act 1998, as amended by the Education Act 2002, and supporting regulations.

11. DATA TO SCHOOLS

Data will be provided to schools regularly from 16 April 2020 through to the end of July 2020. The Admissions Team will work closely with schools to ensure that they have as much data as possible on potential numbers of reception class starters as soon as is possible. From 16 April 2020, schools will receive student data in the form of lists showing who has been allocated places at their schools either on line or otherwise electronically.

12. SUMMARY

This proposed scheme encompasses all the elements of the co-ordinated admissions scheme outlined in the law. A timetable showing how the process would work for the September 2020 intake is attached at the annexe.

CO-ORDINATED INFANT/PRIMARY SCHOOLS ADMISSIONS SCHEME

TIMETABLE FOR 2020-21

DATE	ACTIVITY
July 2019	Admission Team obtains details of “rising 4” children. Transfer group of all eligible children set up in the ONE database.
Mid – August to early September 2019	Letters outlining application procedure sent to all parents in the transfer group; letters advise parents to make online applications if at all possible, or to use paper forms where they genuinely cannot.
9 September 2019	Online application window opens.
15 January 2020	Closing date for online applications and paper forms.
21 February 2020	Admissions Team sends details of all on time applications to other LAs if necessary.
21 February 2020	Admissions Team sends details of all relevant applications to own admission authority schools in Southampton.
13 March 2020	Own admission authority schools return ranked applications details to the Admissions Team.
16 April 2020	Parents advised by email and/or letter from the Admissions Team of the outcome of their application.

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SOUTHAMPTON CITY COUNCIL THE CO-ORDINATED SCHEMES FOR ENTRY TO JUNIOR SCHOOLS

SCHOOL YEAR 2020-21

1. INTRODUCTION

This scheme details proposals for the co-ordinated admission arrangements for junior schools in Southampton. The proposed scheme is in accordance with the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 as amended by The School Admissions (Admission Arrangements and Coordination of Admission Arrangements) (England) (Amendment) Regulations 2014 and the School Admissions Code (2014).

2. BACKGROUND

The School Standards and Framework Act 1998, as amended by the Education Act 2002, the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 as amended by The School Admissions (Admission Arrangements and Coordination of Admission Arrangements) (England) (Amendment) Regulations 2014 set a duty on Local Authorities (LAs) to formulate a scheme covering every maintained school in their area, to co-ordinate the admissions process for primary intakes.

The LA must then consult all other admission authorities in the area who it proposes should adopt the scheme.

3. THE SCHEME

The purpose of the co-ordinated admission scheme is to establish mechanisms for ensuring that every parent of a child living in the LA area who has applied for a school place in the 'normal admissions round' receives an offer of one, and only one, school place on the same day. Schemes should also address how late applications will be handled. Co-ordinated schemes are an administrative process to make school admissions easier, more transparent and less stressful for parents.

Parents must apply for places in different LAs via their home local authority. This means that parents resident in Southampton applying for junior schools in Hampshire, for example, must apply through the Southampton City Council Admissions Team.

The co-ordinated scheme has been broken down into the following headings:

- Data capture
- Application process
- Closing date
- Processing of applications
- Late applications
- Decision letters

4. DATA CAPTURE

In July 2019 Year 1 pupils' data will be downloaded, by the Admissions Team, from the school databases and the Year 3 transfer group created. The LA will download details of SCC resident children attending infant schools in Hampshire from HCC.

5. APPLICATION PROCESS

- Details of the process for junior transfer will be issued direct by post to the parents of Year 2 pupils early in September 2019.
- Registration for online admission application commences 9 September 2019.
- Parents of children living outside the city but wishing to apply for a place at a Southampton junior school must apply through their Home LA.
- Parents who live in the city who wish to apply for a place at a school in another LA area (e.g. Hampshire) must apply for those schools via the Southampton application system.

6. CLOSING DATE

The closing date for applications will be 23:59 on 15 January 2020. This date is set in regulations. Online applications will come direct to the Admissions Team.

7. PROCESSING OF ON-TIME APPLICATIONS

The Admissions Team will process first all those applications submitted by the closing date.

Own Admission Authority School applications – the data on any application that mentions an own admission authority school regardless of the ranking of the school on the form will be sent to the own admission authority school no later than 5pm 21 February 2020.

Community/VC School applications - applications will be imported in to the ONE database in order that initial allocations can be made on an equal preference basis.

By 5pm Friday 13 March 2020, own admission authority schools will advise the Admissions Team of the rank order against their criteria of all the applications referred to them.

In the event that more than one place can be offered, e.g. at a VA school and a Community/VC school or at two Community/VC schools, the place that will be offered will be the one that is highest preference in the application.

For example, if the Community/VC school is 1st preference and the VA school is 2nd preference but both schools can offer a place, the place will be offered at the Community/VC school. However, if the VA school is the higher preference then the place will be offered at this school. In the case of two Community/VC places being available for offer, the offer will be made for the higher preference school. The Admissions Team will advise the VA schools of any children who are offered places at higher preference schools.

8. LATE APPLICATIONS

Any application received after the closing date will be treated as a late application. These will not be processed until after the on-time applications. They will be processed in the same way as the on-time applications as detailed in paragraph 7 above.

9. UNPLACED CHILDREN

Any child who remains unplaced after their application has been processed, either because they failed to get into any school requested or did not make an application, will be offered a place at their linked

junior school, if places are still available. If there are no places available at their linked junior school, they will be offered a place at the junior school with places available nearest to their home address that is prepared to offer a place. Distance from a preferred school to the home address will be measured by using a computerised GIS system that uses data supplied by Ordnance Survey using either shortest walking distance or direct distance as specified in the schools admission arrangements.

10. OUTCOME OF APPLICATIONS

The outcome of applications will notified to parents on 16 April 2020. Email notifications will be sent to those parents who applied online unless the applicants has requested a written letter. Parents who did not receive an offer of their first preference school will be notified in a formal letter accompanied by a reply slip that parents must complete to accept any place offered to them. Parents will be offered the right of appeal against a refusal of a place as laid down in the School Standards and Framework Act 1998, as amended by the Education Act 2002, and supporting regulations.

11. DATA TO SCHOOLS

Data will be provided to schools on a regular basis from 16 April 2020 through to the end of July 2020. Although the Admissions Team will already know the names of 1st preference applicants it cannot be assumed that these are the children who will be offered places after the oversubscription criteria have been applied. It is possible that an applicant who has named the school as 1st preference may have lower priority under the oversubscription criteria than children who have expressed a 2nd or 3rd preference for a school. The Admissions Team will work closely with schools to ensure that they have as much data on potential numbers of year 3 starters as soon as possible. On 16 April 2020, schools will receive student data electronically showing who has been offered places at their schools. From June 2020 onwards, junior schools will receive transfer files from the infant schools their children are coming from.

12. APPLICATIONS TO PRIMARY SCHOOLS

Applications for places in Year 3 at a primary school for September 2020 will not be included in this process. Parents who want such a place must make a normal in-year transfer at the appropriate time. This is normally in June/July.

13. SUMMARY

This proposed scheme encompasses all the elements of the co-ordinated admissions scheme outlined in the regulations. A timetable showing how the process would work for the September 2020 intake is attached at the annexe.

Annexe

CO-ORDINATED JUNIOR SCHOOLS ADMISSIONS SCHEME

TIMETABLE 2020-21

DATE	ACTIVITY
July 2019	Admissions Team downloads details of Year 1 pupils in city infant schools and receives data from HCC of Southampton children in HCC infant schools.
Early September 2019	Letters outlining application procedure sent to all parents in the transfer group.
9 September 2019	Online application window opens.
15 January 2020	Closing date for applications.
21 February 2020	Admissions Team sends details of all relevant applications to own admission authority schools in Southampton.
13 March 2020	Own admission authority schools return ranked applications details to the Admissions Team.
16 April 2020	Parents advised by email and/or letter from the Admissions Team of the outcome of their application.



SOUTHAMPTON CITY COUNCIL THE CO-ORDINATED SCHEME FOR PRIMARY TO SECONDARY TRANSFER

SCHOOL YEAR 2020-21

1. INTRODUCTION

This scheme details proposals for the co-ordinated admission arrangements for secondary schools in Southampton. The proposed scheme is in accordance with the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 as amended by The School Admissions (Admission Arrangements and Coordination of Admission Arrangements) (England) (Amendment) Regulations 2014 and the School Admissions Code 2014.

2. BACKGROUND

The School Standards and Framework Act 1998, as amended by the Education Act 2002, and the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 as amended by The School Admissions (Admission Arrangements and Coordination of Admission Arrangements) (England) (Amendment) Regulations 2014 set a duty on Local Authorities (LAs) to formulate a scheme covering every maintained school in their area, to co-ordinate the admissions process for secondary intakes.

The LA must then consult all other admission authorities in the area who it proposes should adopt the scheme.

3. THE SCHEME

The purpose of the co-ordinated admission scheme is to establish mechanisms for ensuring that every parent of a child living in the LA area who has applied for a school place in the 'normal admissions round' receives an offer of one, and only one, school place on the same day. Schemes should also address how late applications will be handled. Co-ordinated schemes are an administrative process to make school admissions easier, more transparent and less stressful for parents.

For September 2020, the co-ordinated scheme will comprise the following elements: -

- Data capture
- Application process
- Closing date
- Processing of applications
- Late applications
- Decision letters

4. DATA CAPTURE

In July 2019, Year 5 data will be downloaded from school databases and filtered. Details of children living in Hampshire County Council's (HCC's) area will be passed to HCC's Admissions Team. Likewise, HCC will provide the Southampton Admissions Team with the details of those children who live in Southampton City Council's (SCC's) relevant area but attend a HCC primary/junior school.

5. THE APPLICATION PROCESS

- Details of the application process will be issued to direct to parents/carers in early September 2019.
- Online application commences 9 September 2019.
- Details of the application process will also be sent to children resident in the city but attending a HCC primary or junior school in early September 2019.
- Children resident in the city who wish to apply for a school in Hampshire must apply using Southampton online application/paper form.
- Children resident in Hampshire but who wish to apply for a Southampton school must apply using Hampshire processes.
- The Southampton "form" will enable parents to express a preference for a school outside the Southampton/Hampshire area.
- Applicants to St Anne's or St George should complete the necessary Supplementary Information Form (SIF) for that school and send them direct to the school.
- Applicants for Bitterne Park School wanting their child to be assessed for aptitude for the performing arts must indicate this in their application.

6. CLOSING DATE

The closing date for applications will be 23:59 on 31 October 2019. This date is set in the regulations. Online applications will come direct to the Admissions Team.

7. PROCESSING OF APPLICATIONS

Own admission authority applications: – Any application that shows a preference for any own admission authority school, regardless of the ranking of the school on the form, will be processed as a priority and the relevant data from the application forms will be sent to the schools no later than 22 November 2019.

Other LA school applications: - Data will be sent to the relevant LA's Admissions Team for processing by 22 November 2019 at the latest.

Southampton school applications: – applications will be input onto the ONE database in order that initial allocations can be made.

By Friday 10 January 2020, own admission authority schools advise the Admissions Team of the ranking against their criteria of all the applications referred to them.

In the event that more than one place can be offered, e.g. at St George and a Southampton Community school or two Southampton Community schools, the place that will be offered will be the one that is highest preference on the application form. The Admissions Team will exchange information as required with other LAs to enable a single highest possible offer to be made.

8. LATE PREFERENCES

Any application received after the closing date will be treated as a late application. These will not be processed until after the on-time applications. They will be processed in the same way as the on-time applications as detailed in paragraph 7 above, in close consultation with other admissions authorities.

9. UNPLACED CHILDREN

Any child who remains unplaced after their application has been processed, either because they have not been eligible to be offered a place at any of the schools requested or because they did not complete a form, will be offered a place at their catchment school, if places are still available. If there are no places available at their catchment school, they will be offered a place at the nearest school to their home address with places available. Distance from a preferred school to the home address will be measured by the shortest walking distance using public roads and footpaths or straight line distance as required by the admission arrangements for the school. Distance will be measured by the SCC Admissions Team using a GIS system.

10. OUTCOME OF APPLICATIONS

Parents of children living in the Southampton City Council relevant area will be notified of the outcome of their application by the Admissions Team on 2 March 2020. Southampton LA will make the offer of places at those schools (Community/VC) where it is the admission authority and will make the offer on behalf of the governing bodies of schools where it is not the admission authority and on behalf of other LAs when the school is outside the city. Email notifications will be sent to those parents who applied online unless the applicant requested a written decision. Parents who receive their notification on line will be able to accept the offer they receive online.

Parents who do not receive their first preference offer will be sent a formal letter by post; letters will be accompanied by a reply slip that parents will need to complete to accept any place offered to them. The Admissions Team will notify other admission authorities and LAs of any places they have offered on their behalf that have been refused so that other offers can be made if necessary. Parents will be offered the right of appeal against a refusal of a place as laid down in the School Standards and Framework Act 1998, as amended by the Education Act 2002, and supporting regulations.

11. DATA TO SCHOOLS

Data will be provided to schools regularly from November 2019 through to the end of July 2020. Although the Admissions Team will already know the names of 1st preference applicants it cannot be assumed that these are the children who will be offered places after the oversubscription criteria have been applied. It is possible that an applicant who has named the school as 1st preference may have lower priority under the oversubscription criteria than children who have expressed a 2nd or 3rd preference for a school. The Admissions Team will work closely with schools to ensure that they have as much data on potential numbers of Year 7 starters as soon as possible. From 2 March 2020, schools will receive student data electronically showing who has been allocated places at their schools. From March 2020, secondary schools will receive transfer files from the primary/junior schools their children are coming from.

12. SUMMARY

This proposed scheme encompasses all the elements of the co-ordinated admissions scheme outlined in the law. A timetable showing how the process would work for the September 2020 intake is attached at the annexe.

CO-ORDINATED SECONDARY SCHOOLS ADMISSIONS SCHEME

TIMETABLE 2020-21

DATE	ACTIVITY
July 2019	Admissions Team obtains details of Year 5 pupils in city primary/junior schools and advises other LAs of any children who currently attend a SCC school but live in the other LA's area. Other LAs do the same for their children.
Early September 2019	Application details sent to parents living in the city area.
9 September 2019	Online application window opens.
31 October 2019	Closing date for applications; online window closes at 23:59.
22 November 2019	Admissions Team sends relevant details of all applications for own admission authority schools/other LAs to these admission authorities.
10 January 2020	Own admission authority schools /other LAs advise Admissions Team of outcome of ranking applications.
January/February 2020	Admissions Team to add VA schools/other LA results to processing of Community applications to determine offers.
2 March 2020	SCC parents advised by email, and some by letter, from the Admissions Team of the result of their application.

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Equality and Safety Impact Assessment

The **Public Sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with Section 17 of the Crime and Disorder Act and will enable the Council to better understand the potential impact of proposals and consider mitigating action.

Name or Brief Description of Proposal	ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS FOR ACADEMIC YEAR 2020-21
Brief Service Profile (including number of customers)	
<p>All schools have admission criteria to decide which children get places. These criteria are set by the admission authority for each school. Southampton City Council is the admission authority for every Community and Voluntary Controlled School in the city.</p> <p>For 2020 admissions, the Council are proposing minor changes to the Infant/Primary, Junior and Secondary policies. As such, a statutory public consultation must take place for a minimum of 6 weeks. The proposed policies have been shared with all local admission authorities, all schools, other LA’s and is available to view on the Council website. There were no written responses to the consultation.</p>	
Summary of Impact and Issues	
<p>The 2020-21 Admissions policy proposes changes to that of the 2019-20 policy. Those changes are:</p> <ul style="list-style-type: none"> a) An amendment to the medical criterion which is now not dependent on children residing in or out of catchment, as it was in previous policies. This will benefit any child who meets the medical criteria. b) The reduction of PAN for St Mark’s CofE Primary School from 90 to 60. This reduction in PAN was agreed by the Office of the Schools Adjudicator. St Mark’s has seen low numbers come through the school in recent years. The reduction on PAN will have little impact on pupil places in the area. 	

<p>c) The addition of listed PANs for each Community or Voluntary Controlled school. This inclusion will better inform parents.</p> <p>d) The addition of information on the 'admission of children outside normal age group' to Junior and Secondary policies. This will provide further information to parents on this matter.</p>	
Potential Positive Impacts	
<p>Children who meet the medical criterion will benefit from the revised policy as the criterion will no longer be dependent on living in catchment.</p> <p>More information is available to parents which enables them to make informed decisions on school preference.</p>	
Responsible Service Manager	Clodagh Freeston
Date	17.12.18
Approved by Senior Manager	Derek Wiles
Date	17.12.18

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	N/A	
Disability	Children who meet the medical criterion will benefit from the revised policy as the criterion will no longer be dependent on living in catchment.	This is a positive impact. No solution or mitigating action is necessary.
Gender Reassignment	N/A	
Marriage and Civil Partnership	N/A	
Pregnancy and Maternity	N/A	
Race	N/A	
Religion or Belief	N/A	
Sex	N/A	
Sexual Orientation	N/A	
Community Safety	N/A	

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Poverty	N/A	
Health & Wellbeing	Children who meet the medical criterion will benefit from the revised policy as the criterion will no longer be dependent on living in catchment.	This is a positive impact. No solution or mitigating action is necessary.
Other Significant Impacts		

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DECISION-MAKER:	CABINET MEMBER FOR COMMUNITY WELLBEING CABINET		
SUBJECT:	COMMUNITY CHEST GRANTS 2018/19 ROUND 2		
DATE OF DECISION:	15 JANUARY 2019		
REPORT OF:	DIRECTOR OF QUALITY AND INTEGRATION		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Joanne Hughes	Tel: 023 8083 4067
	E-mail:	Joanne.hughes@southampton.gov.uk	
Director	Name:	Stephanie Ramsey	Tel: 023 8029 6941
	E-mail:	Stephanie.ramsey@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
None	
BRIEF SUMMARY	
<p>Community Chest is the council's small grant scheme and currently awards grants of up to £2,500 to community groups in the city. Grants are awarded twice a year by the Cabinet Member for Community Wellbeing, following consideration of recommendations from the cross-party Community Chest Grant Advisory Panel. The budget for the year is £100,000, which is divided approximately equally between the two rounds.</p> <p>Applications are accepted from local community groups and small voluntary organisations for a wide range of projects which contribute at least one to the council's four priority outcomes.</p>	
RECOMMENDATIONS:	
CABINET MEMBER FOR COMMUNITY WELLBEING	
	(i) To agree the recommendations for round 2 grants made by the cross-party Community Chest Grant Advisory Panel
CABINET	
	(i) To delegate authority to the Director of Quality and Integration, following consultation with the Cabinet Member for Community Wellbeing, to award the final grants from the remaining Community Chest budget in 2018/19.
REASONS FOR REPORT RECOMMENDATIONS	
1.	All the applications have been considered by the cross-party Community Chest Grant Advisory Panel, which has made recommendations on which should receive funding.
2.	Delegating authority to award the final grants from the remaining budget to the Director of Quality and Integration, following consultation with the Cabinet Member for Community Wellbeing, will ensure the remaining budget is allocated by the end of March 2019 while still allowing sufficient time for

	applicants to submit applications and for the applications to be properly assessed.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
3.	Awarding the final grants through the existing Cabinet Member delegation was considered and rejected as that process would not allow sufficient time for applicants to submit applications, for the applications to be properly assessed and grants to be awarded before the end of March. A shorter application period could disadvantage smaller community groups, who are the least likely to have capacity to respond quickly to funding opportunities.
DETAIL (Including consultation carried out)	
4.	Community Chest is the council's small grants scheme and has been running for more than 30 years. It is periodically reviewed to ensure it continues to meet the needs of local community groups. The grant has two rounds each year, six months apart, with the budget split roughly equally between both rounds. In 2018/19 the overall budget available is £100,000. The decision maker for the grants is the Cabinet Member for Community Wellbeing, following recommendations from the cross-party Community Chest Grant Advisory Panel.
5.	Each application is first checked by a technical appraiser to ensure both the project and the applicant meet the Community Chest criteria and minimum standards for grant funding. Further information or clarification is requested where necessary. All applications are then submitted to the cross-party Community Chest Grant Advisory Panel for consideration.
6.	Applications for round two of the 2018/19 Community Chest grant scheme were submitted by 31 October 2018. We received 27 applications, including four applications deferred from the previous round of Community Chest. The Community Chest Grant Advisory Panel met on 5 December 2018 to consider all 27 applications.
7.	<p>The Grant Advisory Panel has recommended full or partial funding for 23 applications, totalling £38,444. Of the 4 applications that are not being recommended for funding:</p> <ul style="list-style-type: none"> • 3 did not fully meet the grant criteria • 1 did not provide enough information to determine if the group and project are eligible <p>A full list of the recommendations is attached at Appendix 1.</p>
8.	Following the recommendations for round 2, £21,229 remains unallocated. The Cabinet Member for Community Wellbeing is developing plans for allocating the funding to community organisations, in consultation with the Community Chest Grant Advisory Panel. To ensure the funding can be appropriately allocated before the end of the financial year it is proposed to delegate authority for the final grant awards to the Director for Quality and Integration, in consultation with the Cabinet Member for Community Wellbeing.
9.	Details of all Community Chest grants awarded in 2018/19 will be available in the database of grants awarded from April 2019. The database is publically available on the council website: http://www.southampton.gov.uk/people-places/grants-funding/grants-awarded.aspx

RESOURCE IMPLICATIONS							
Revenue							
10.	<table border="1"> <thead> <tr> <th>Cost Centre</th> <th></th> <th>2018/19 Budget £</th> </tr> </thead> <tbody> <tr> <td>Grants to Voluntary Organisations</td> <td></td> <td>100,000</td> </tr> </tbody> </table> <p>The total Community Chest budget for the year is £100,000, split approximately equally between two rounds.</p> <ul style="list-style-type: none"> • Round 1 awarded - £40,327 • Round 2 recommended - £38,444 • Still to be allocated - £21,229 <p style="text-align: right;">KRP</p>	Cost Centre		2018/19 Budget £	Grants to Voluntary Organisations		100,000
Cost Centre		2018/19 Budget £					
Grants to Voluntary Organisations		100,000					
Property/Other							
11.	None						
LEGAL IMPLICATIONS							
Statutory power to undertake proposals in the report:							
12.	The legal power for the Council to establish, administer and make awards from the Community Chest grant fund is provided by the Localism Act 2011. Subject to certain statutory restrictions, none of which apply in this case, Section 1 gives the Council “power to do anything that individuals may do”.						
Other Legal Implications:							
13.	None						
RISK MANAGEMENT IMPLICATIONS							
14.	The risks of fully funding, part funding or not funding each application were considered as part of the Community Chest Grant Advisory Panel’s discussions. The recommendations listed in Appendix 1 are considered to be low risk.						
POLICY FRAMEWORK IMPLICATIONS							
15.	The recommendations in this paper support the delivery of the Sustainable Community Strategy (City Strategy), the Council Strategy 2016-2020, key partnership strategies such as the Safe City Strategy and the Health and Wellbeing Strategy as well as Level 1 strategies of the Council.						

KEY DECISION?	No
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	List of recommendations for Community Chest grant 2018/19 Round 2

2.	
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Documents In Members' Rooms

1.	None.
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2.	
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Equality Impact Assessment

Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	No
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Data Protection Impact Assessment

Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
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Other Background Documents

Other Background documents available for inspection at:

Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
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1.		
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2.		
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No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Aims and objectives of organisation (from application form)	Declarations of interest and risks	Panel Comments	Panel Recommended Amount	Suggested Conditions (where applicable)
Priority 2. Children and young people get a good start in life											
38	13th Southampton Sea Scouts	Towards the costs of upgrading the security and lighting at their boat storage garages (Priory Hard) and upgraded First Aid kits.	£2,500	100-150	100%	City wide	Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. As Sea Scouts we take part in normal scouting activities such as camping and hiking but we spend most of our time taking place in water based activities such as kayaking, rowing and sailing. We support scout groups from across the city.		Recommendation: Fully fund This application was deferred from round 1 due to some missing information. This information has now been provided and the Panel are happy to fully support this application.	£2,500	
39	14th Itchen South Scout Group	Towards the costs of chair and tables and trolleys for storage/moving chairs and tables, to replace old worn out ones.	£2,500	300	100%	East	Scouting promotes the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local, national and international communities. Scouting offers a wide range of activities, inc. gaining badges, outdoor activities, cooking, team building etc.	Beneficiaries are within the wards of Cllrs Blatchford and Houghton.	Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£2,500	
40	5th Sholing Brownies	Towards the costs of new Brownie Programme books. Girl Guiding has just changed the programme and the girls need to replace their books	£315	30	100%	Sholing	Brownies gives girls a space where they can be themselves, have fun, build brilliant friendships, gain valuable life skills and make a positive difference to their lives and their communities. We offer a wide range of activities inc. gaining badges, outdoor activities, cooking, team building etc.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£315	
41	Hamble Aquatics Swim Team	Towards the costs of 2 new lane ropes and ratchet tensioners at Hamble Sports Complex.	£2,276	300	25%	City wide	We provide regular training and competition for swimmers in the local community. We give them the opportunity to fulfil their maximum potential and have a successful record at all levels. We recognise the importance of team spirit and that we help build the character of our young swimmers.		Recommendation: Decline Given the location outside of the city's boundaries and the low number of Southampton beneficiaries the Panel felt this application was not suitable for Community Chest funding. It is suggested the group approach Hampshire County Council (County Councillor Grants).	£0	
42	St Mary's Church (PCC Sholing)	Towards the costs of starting up a 'Make Lunch' holiday lunch club in Thornhill, in partnership with St Christopher's Church and Thornhill Primary School, for children in danger of 'holiday hunger'. (inc. training, first aid kit, arpons/hats and games)	£1,776	600	100%	Blitterne	We are a local parish church. We are a creative community that wants to express love in practical ways so that people feel they belong. We listen to the local community and find ways to respond to need. Running the Make Lunch Southampton East project helps us to do this.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£1,776	There are other 'holiday hunger' initiatives starting up in the city in the coming months - the Panel suggest they link up to ensure they are complimenting each other rather than duplicating.
43	Testlands Support Project	Towards the costs of additional IT equipment to support their expansion (1 PC, 3 laptops, software and a printer).	£2,113	2000+	98%	Redbridge	TSP works within some of the most deprived LSOAs in Southampton (IMD 2015) and its main focus is to provide opportunities to disadvantaged young people who might otherwise become marginalised due to financial hardship or other circumstances. TSP also supports vulnerable adults and whole local communities towards healthier lifestyles.	Beneficiaries are within Cllr McEwing's ward	Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£2,113	

Appendix 1: List of recommendations for Community Chest grant 2018/19 Round 2

No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Aims and objectives of organisation (from application form)	Declarations of interest and risks	Panel Comments	Panel Recommended Amount	Suggested Conditions (where applicable)
44	Showcase Ensembles & Lessons	Towards the costs of hiring the Guildhall for their summer celebration concert in July 2019.	£2,500	200	100%	City wide	Our aim is to fundraise and support young people in Southampton with the opportunity to access unforgettable and life changing experiences through music. We fundraise money to support children with music lessons, memberships in choirs and orchestras and also fund children to go on musical trips and tours and support with the hire of venues for our children to perform to families at low cost.	This is a new not-for-profit organisation that was formerly part of a for-profit business. While the new legal structure is in place, the activities of the two organisations still appear to be closely linked at this time. The Panel discussed the possible risks associated with this and concluded it was low risk.	Recommendation: Part fund The Panel liked the application, but felt it was a lot of money for one event and have recommended part funding as a contribution.	£1,500	The Panel suggested the group links up with Southampton Music Hub and Rock Challenge to ensure they are complementing each other rather than duplicating.
45	Little Berries Pre-school	Towards the costs of artificial grass to cover the outdoor area at their Winchester Road site (former Old Saints Hall).	£2,500	40	100%	Bassett	We are a committee run pre-school and registered charity providing holistic early years education to children aged 2-5 years old; from all sections of the local community. We provide high quality childcare and support to our children to improve their outcomes; we are committed to narrowing the attainment gap and improving achievement for all our children, particularly those who developmentally are at risk of delay. We are fully inclusive in meeting the needs of all children and their families.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£2,500	
46	SPS (St Patrick's School Association)	Towards the costs of creating a community allotment and orchard, including trees/plants, tools, shed and chickens.	£1,878	500	100%	East	Fundraise for St Patricks Catholic Primary School	Cllr Houghton informed the Panel that while he has had no direct involvement in the bid, he has recently been in contact with the organisation. The Panel were satisfied there was no conflict of interests.	Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£1,878	
47	The United Voices of African Associations (TUVAA)	Towards the costs of insurance, venue hire and activities including children's cooking classes, t-shirt painting, arts and craft, beauty and self-care workshop and football.	£2,123	400	100%	Bevois	An umbrella organisation for all African groups in the city. Aims to bring them together to strengthen their position and contributions in their local communities. TUVAA's cultural events, workshops and its centre inspire and promote social connections and enhance life skills.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£2,123	
48	Mansbridge Community Pre-school	Towards the costs of rubber matting and padded artificial grass to improve the pre-school's outdoor area.	£1,780	40	100%	Swaythling	We are a community preschool who provide early education and care for children aged 2-4 years from a diverse background. We provide learning, snack, care and fun for all children in our care.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£1,780	
		Priority 2. sub-total	£22,261						Priority 2. sub-total	£18,985	

Priority 3. People in Southampton live safe, healthy, independent lives

Appendix 1: List of recommendations for Community Chest grant 2018/19 Round 2

No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Aims and objectives of organisation (from application form)	Declarations of interest and risks	Panel Comments	Panel Recommended Amount	Suggested Conditions (where applicable)
49	Milan Group	Towards the costs of chair Tai Chi and yoga sessions.	£690	25-30	100%	Bevois	Members engage in a range of activities to encourage positive health and mental wellbeing. By attending a regular community group many members participate in a community activity that reduces the chances of isolation.		Recommendation: Decline This application was deferred from round 1 to give the group time to improve the application. They have attempted to do this but did not provide the requested information in time for the Panel meeting. The Panel have suggested the council supports the group to find help with their development needs. The Panel would welcome a new application from the group once they are more developed.	£0	
50	St Christopher's Church	Towards the costs of tables and chairs for a new community room, which will be available for hire by local support groups.	£2,341	100+	100%	Blittene	We are part of the Church of England and provide a centre of worship in the Parish of Thornhill. As part of our faith we support and serve the local community. We follow the Bible text 'I am among you as one who serves' Luke 22:27.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£2,341	
51	Transition Southampton	Towards the costs of bike repair training courses for 5 volunteers and course certificates, to enable Transition Southampton to expand their repair services to St Denys and Swaythling.	£1,175	350+	100%	Central	Transition Southampton is part of the Transition Network, which has established groups all over the UK. The aims of Transition Southampton are to raise awareness of climate change, reduce Southampton's carbon footprint, reinvigorate the bonds of community in Southampton, and provide opportunities to promote individuals' resilience through sharing skills and information.	Cllr Laurent informed the Panel that while she has had no direct involvement with this bid, she is involved with the Three Rivers Rail Partnership which is working with Transition Southampton on this project. The Panel were satisfied there was no conflict of interests.	Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£1,175	
52	The Waterfall Trust	Towards the costs of training 6 volunteers to deliver Waterfall Trust's recovery programme for women with drug and alcohol addictions and workbooks for 36 clients.	£2,500	36	100%	City wide	Our aim is to help women with addictions and life controlling issues to regain their confidence and dignity by providing them with a loving, stable environment. The Waterfall promotes sustained recovery and equips them to engage positively with their families and society. We deliver a recovery program to up to 12 women at a time and 1:2:1 support.		Recommendation: Decline The Panel felt the content of the training course would lead to the direct promotion of a religious doctrine, and therefore it did not meet the grant eligibility criteria.	£0	
53	Headway Southampton	Towards the costs of Reiki and Tai Chi sessions for their clients.	£2,144	50	50%	City wide	Headway Southampton is a local charity that offers support, advice and a range of services to adults with an acquired brain injury and to their families and carers. We provide support for five full days a week for over 50 clients a week.		Recommendation: Part fund As only 50% of beneficiaries are from Southampton the Panel has recommended 50% funding as a contribution.	£1,100	

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No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Aims and objectives of organisation (from application form)	Declarations of interest and risks	Panel Comments	Panel Recommended Amount	Suggested Conditions (where applicable)
54	Women Integration Group	Towards the costs of ladies only exercise classes led by group members, including childcare support.	£2,409	30	100%	Bevois	We bring women together from diverse backgrounds and allow social integration, skills development, building new friendships and addressing the issue of isolation. We are improving physical and mental wellbeing of women, we are supporting women to develop skills for employment and business development and also raising awareness and develop skills through variety of education/training opportunities.		Recommendation: Fully fund This application was deferred from round 1 to give the group more time to improve their application. The Panel liked the application but had some concerns about the exercise classes being led by volunteers. The Panel recommends the group uses part of the funding to pay for a trainer/tutor for a few sessions to advise them and help them get started, before continuing on their own.	£2,409	The grant is awarded on condition that the group seeks professional advice to start the project.
55	St Denys PCC (Denys Friendlies)	Towards the costs of chairs, flipchart paper, arts/crafts materials and tea/coffee for the Denys Friendlies group.	£1,207	20	100%	Portsmouth	Denys Friendlies is a weekly community drop-in for adults which welcomes people with a range of additional needs including mental health issues, learning difficulties, and dementia. The group offers a supportive, friendly community which welcomes those who might otherwise be isolated, and sign posts people to other information, advice and support services as needed.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£1,207	
56	Caraway	Towards the costs of training days for volunteers to offer companionship to older people in care homes and assisted living accommodation (inc. laptop/projector, materials, room hire and insurance).	£1,374	60	75%	City wide	Caraway is a new charity advocating for older people across Southampton. We work with local churches, voluntary/statutory organisations and individuals to help them support the older people in their local community, through care home befriending and ministry, and activities in church and community settings which relieve loneliness and isolation.		Recommendation: Decline While the Panel are supportive of initiatives that aim to reduce isolation for older people, they felt the content of the training course would lead to the direct promotion of a religious doctrine and therefore it did not meet the grant eligibility criteria.	£0	
57	SOS Polonia Trust	Towards the costs of extra support needed for clients due to Brexit.	£2,362	270	100%	City wide	SOS Polonia is a charity based in Southampton (drop - in centre) and provides advice and support to Eastern European newcomers in Southampton. We help this particular marginalised group integrate into their new communities, improve their quality of life by providing opportunities for education (English lessons), recreation and self-development.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£2,362	Suggest they link in with Advice in Southampton and the local Third Party Hate Crime Reporting Network (if they aren't already).
Priority 3. Sub-total			£16,202						Priority 3. Sub-total	£10,594	

Priority 4. Southampton is an attractive and modern city where people are proud to live and work

Appendix 1: List of recommendations for Community Chest grant 2018/19 Round 2

No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Aims and objectives of organisation (from application form)	Declarations of interest and risks	Panel Comments	Panel Recommended Amount	Suggested Conditions (where applicable)
58	Highfield Residents Association	Towards the costs of insurance, venue hire for regular meetings, AGM costs, printing and basic stationery.	£1,800	500	100%	Portsmouth	We are a residents association that helps residents to improve their local community. We challenge planning applications and take part in community activities.		Recommendation: Part fund This application was deferred from round 1 as some supporting documents were missing. These have now been submitted. The Panel are happy to support local resident's associations but felt some of the costs were high. The have recommended part funding as a contribution.	£500	
59	Friends of Riverside Park	Towards the costs of their newsletters, flyers/membership forms, insurance and litter pickers.	£500	14,000	100%	Bitterne Park	We help to maintain and improve Riverside Park by undertaking monthly litter picks, monitoring the condition of paths, seats, buildings, play areas etc, bringing defects to the Council's attention. We improve the appearance in the park by bulb planting and hedge improvement. We raise funds to provide new facilities or replace worn out items in conjunction with a park user's consultation survey.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£500	
60	Maybush Growing Buddies	Towards the start up costs of the project, including materials to build planters, fencing, compost, seeds, pots and seating.	£1,600	50+	100%	Millbrook	Setting up a constituted community gardening club, making it self sustainable (possible users making a donation/pay fee). Improving local area for residents. Enhancing the area, sharing skills and knowledge, safe place to meet, social and creating community spirit. Education, teaching the local children about growing.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£1,600	
61	Solent Sky	Towards the costs of a mobile event stand, graphics, and promotional leaflets for their new Spitfire Legend project, which includes a chance for one resident to win a flight in a Spitfire.	£2,483	All city residents	100%	City wide	Solent Sky preserves the aviation history of the Solent area. Our activities include: Preservation and conservation of aircraft, and other significant artefacts and archival documents. Making these collections and archives accessible to the public, researchers, and the media. Staging education activities for school and college parties, and other learning groups.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to support it, providing the sign up is targeted at harder to reach people, such as disabled people, minority groups and those living in deprived areas.	£2,483	Condition: To target membership sign up to harder to reach people that would not otherwise have the opportunity to get involved. This will ensure the membership is reflective of the city's population.
62	Janson Road Residents Group	Towards the costs of replacing gardening tools to clear the cutway at the end of the road and paper/ink for printing quarterly newsletters and leaflets and insurance.	£818	110 households	100%	Shirley	Our main aim is to make Janson Road a better place to live. We send quarterly emails with minutes of our meetings to residents, post flyers to 110 households, comment on planning applications, do regular litter picks, contact relevant authorities when issues arise, e.g.anti-social behavior, speeding in the road, invite representatives to our meetings eg:councillors,CPSO's,local business, and other residents groups.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£818	Reminder the group is responsible for anyone using the tools, making sure they are aware of how to use them properly and the group should conduct a risk assessment before using the power tools in public areas.
63	Mu Collective CIC	Towards the costs of an arts exhibition, including materials, volunteer expenses, artist fees, workshops, publicity and planning.	£2,464	300	95%	City wide	The Mu Collective CIC is a non-for-profit social enterprise, aiming at building local community of active learners and creative individuals who share common values and objectives within Mu Collective and contributing to wider audience with positive cultural and social changes.		Recommendation: Fully fund This is a good application that meets the criteria. The Panel are happy to fully support it.	£2,464	

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No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Aims and objectives of organisation (from application form)	Declarations of interest and risks	Panel Comments	Panel Recommended Amount	Suggested Conditions (where applicable)
64	North Southampton Community Forum	Towards general running costs of the group - meeting costs, computer repairs, NORA liaison, insurance, broadband costs and other costs.	£600	15,000	100%	Bassett	Support to community associations, exchange of problems and solutions to new groups in their early stages, attend their meetings. University liaison is also growing activity.		Recommendation: Part fund The Panel are happy to support local resident's groups but no estimates were provided for the telephone/broadband costs and it was therefore not possible to determine if they were eligible. They have recommended part funding as a contribution.	£500	
Priority 4. Sub-total			£10,265						Priority 4. Sub-total	£8,865	

Priority	Requested	Panel Recommendation
1	n/a	n/a
2	£22,261	£18,985
3	£16,202	£10,594
4	£10,265	£8,865
T	£48,728	£38,444
Budget		£100,000
Refused money		£0
Awarded R1		£40,327
Recommended R2		£38,444
Remainder		£21,229