



NOTICE OF MEETING

SCHOOLS FORUM

WEDNESDAY, 15 JULY 2015 AT 4.30PM

CONFERENCE ROOM A, SECOND FLOOR, THE CIVIC OFFICES

Telephone enquiries to Jane Di Dino 023 9283 4060

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Membership

Schools Members

One head teacher representative - nursery phase

Three head teacher representatives - primary phase

Two head teacher representatives - secondary phase

One head teacher representative - special phase

Five academy representatives

Five governors

Non School Members

Four Councillors (one from each political party)

One representative from the following organisations:

The Anglican Diocese

The Roman Catholic Diocese

The 16-19 partnership

The Early Years providers (from the private, voluntary and independent sector)

(NB This agenda should be retained for future reference with the minutes of this meeting).

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: www.portsmouth.gov.uk

AGENDA

- 1 Apologies
- 2 Declarations of Interest
- 3 Membership changes.

4 Minutes and matters arising form the last meeting on 25 February 2015.
(Pages 1 - 4)

5 Introduction from the Chair.

6 DSG outturn position 2014-15 and revised budget 2015-16. (Pages 5 - 16)

Purpose.

The purpose is to inform Schools Forum of the year-end outturn position fo the Dedicated Schools Grant (DSG) as at the end of March 2015 and propose revisions to the budget for 2015-16.

RECOMMENDED that the Schools Forum:

- 1. Note the year-end outturn budget position fo the DSG at the end of March 2015 and the variance explanations contained within this report.**
- 2. Endorse the revised budget for 2015-16 as set out in Appendix 1.**

7 Maintained school balances as at 31 March 2015. (Pages 17 - 32)

Purpose

The purpose of this report is to inform Schools Forum as to the level of schools' revenue and capital balances as at 31st March 2015.

RECOMMENDED that the Schools Forum note the level of schools' revenue balances and capital balances as at 31st March 2015 as shown in Appendices 2 & 3.

8 Childcare Sufficiency (Pages 33 - 38)

Purpose

This report updates Schools Forum with the local authority progress in meeting the childcare sufficiency duty related to funded 2 year olds.

RECOMMENDED that the Schools Forum:

- 1. Note the progress in expanding the sufficiency of 2 year old places.**
- 2. Agree the allocation of £51,000 from the 2014-15 carry forward to be used to continue the expansion of the 2 year old provision in the city.**

9 School term dates. (Pages 39 - 44)

Purpose.

The purpose of this report is to provide the Schools Forum with an information paper about the Government's Deregulation Bill which was given Royal Assent on 25 March 2015. All schools will be able to set their own term dates when schedule 16 of the Act comes into force. However, the Government would still expect schools to work with each other and the local authority as appropriate to ensure coordination is in place for 2016/17 and beyond.

The paper sets out the council's intention to continue with schools over future term dates and to publish these dates together with the names of the schools that will be following them.

RECOMMENDED that the Schools Forum note the content of the report and feedback to their representative groups, encouraging the continuation of the current process for setting school term times.

10 School funding arrangements 2016-17.

Richard Webb, Finance Manager and Alison Egerton Group Accountant will give a verbal update.

Members of the public are now permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting or records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.

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Agenda Item 4

SCHOOLS FORUM

MINUTES OF THE MEETING of the Schools Forum held on Wednesday, 25 February 2015 at 4.30pm at the Guildhall, Portsmouth

Present

Mark Mitchell, Governor	Special (Chair)
Clive Good, Governor	Primary
Bruce Marr, Governor	Secondary
Steve Sheehan, Governor	Primary
Jackie Collins, Head Teacher	Primary
Gareth Hughes, Head Teacher	Secondary
David Jeapes, Head Teacher	Secondary
Sue Wilson, Head Teacher	Primary
Alison Beane	Special academy representative
Margaret Beel	Primary academy representative
Steve Labeledz	Secondary academy representative
Carole Damper	Early Years provider
Councillor Colin Galloway	United Kingdom Independence Party

8. Apologies

Apologies were received from: Margaret Dunford; Councillor Ken Ferrett; Steve Frampton; James Humphries; Councillor Lynne Stagg and Councillor Neill Young.

9. Declarations of Interest

No interests were declared.

Members were reminded to send their annual declarations of interest forms to Richard Webb if they had not already done so.

10. Membership Changes.

There were no changes to the membership.

11. Minutes and Matters Arising From the Previous Meeting held on 21 January 2015

School Members agreed the minutes of the meeting held on 21 January.

Matters Arising.

There were no matters arising.

12. Appointment of Chair.

The Chair explained that he intended to stand down as Governor and Chair of the Harbour Schools and would therefore stand down as a Member and Chair of the Schools Forum with effect from the end of this meeting.

Richard Webb explained that he had contacted all members before this meeting to request nominations for this position and only David Jeapes had been put forward. There were no further nominations.

David Jeapes left the meeting whilst voting took place.

The Schools Forum appointed David Jeapes as Chair

Note: this was approved unanimously.

Mark Mitchell continued to Chair the remainder of the meeting.

13. Appointment of Vice Chair.

Richard Webb explained that he had contacted all members seeking nominations but had not received any.

David Jeapes nominated Steve Sheehan who indicated that he was happy to take on this role. There were no further nominations.

Steve Sheehan left the meeting whilst voting took place.

The Schools Forum appointed Steve Sheehan as Vice Chair.

Note: this was approved unanimously.

Richard Webb, Finance Manager said that it had been a pleasure to work with Mark Mitchell and that he looked forward to working with the new Chair and Vice Chair.

14. 2015-16 Dedicated Schools Grant Budget.

Richard Webb introduced the report and in response to questions from members, clarified the following points:

- The 2 year old funding would be based initially on the January 2015 census count. A further voluntary census count will take place in the Autumn term, but specific details about these arrangements and the funding adjustments are not yet available.
- A revised budget with any proposed changes will be considered at the July meeting, which may include a request to carry forward any unused 2 year old trajectory funding from 2014-15 to 2015-16.
- He is confident in the budget that had been presented, though the financial pressures highlighted both in this report and the January report remain areas of uncertainty and challenge for 2015-16.
- The out of city placements are funded dependent on the needs of the child through contributions from education, health and/ or children's social care.

Julia Katherine, Inclusion Commissioning Manager, Education and Strategic Commissioning explained that:

- A review of early years SEN provision had been carried out as part of Priority G of the Children's Trust strategy.
- Whilst there is no intention to increase the number of SEN specialist placements, the council is carrying out a number of reviews to inform its SEN place planning and ensure that the specialist places available are

targeted at the areas of greatest need (e.g. the increase in demand for specialist places for children with autism).

- Out of city placements are also currently being reviewed to ensure that we are able to meet the needs of children locally, where possible.
- Special school provision is almost running at full capacity. However Portsmouth is the 4th highest local authority nationally for placing children with statements in specialist provision and so there is a need to ensure we have a continuum of good quality SEN provision across the board from mainstream to additionally resourced provision to specialist provision.
- The placement of pupils from other areas in Portsmouth schools is not an opportunity to bring in additional funding.

The Schools Forum:

1. Endorsed the determination of the 2015-16 schools budget (including the individual schools budgets) shown at Appendix 1, together with the supporting explanations contained within this report and specifically agree the following budget lines:

- The amended growth fund
- The early years central expenditure and
- The Admissions Service and Schools Forum.

2. Endorsed the 2015-16 Element 3 Top-up rates for the Special Schools and Resourced Units as set out in Appendix 2.

3. Endorsed the 2015-16 Element 3 Top-up rates for the Alternative Provision settings set out in paragraph 6.12.

4. Endorsed the decision that any carry-forward balances from 2014-15 be used to assist with the continued introduction of the funding reform changes and fund any potential financial pressures arising during 2015-16.

15. School Modernisation Capital Programme - Capital Contributions From Schools.

Mike Stoneman Strategic Commissioning Manager introduced the report and tabled an updated paper showing that a further four responses had been received; bringing the total number to 26. In response to questions from members, he clarified the following points:

- The local authority still has the duty to ensure that the schools are in sound condition with due regard to the health and safety of children and staff.
- The report to the Cabinet Member for Children & Young People on 5 March 2015 includes the proposed allocation of corporate funding for projects that will be undertaken during the summer and autumn 2015. This will be shared with members.
- Schools with balances of less than £25,000 would not be expected to contribute.
- The methodology for the contribution (as set out in appendix 1) will apply a multiple based on the school's balance in the year that the scheme would start. If the scheme takes more than one year, the contribution would not be reassessed regardless of whether the balances have changed.

The Chair made the following observations:

- It is a shame but not a surprise that the majority of schools had rejected the proposed scheme.
- Schools with higher balances would contribute more.
- The academies programme complicates things as schools that are planning to convert may be reluctant to join the scheme.
- Schools are responsible for non-emergency repairs.

During the discussion, members noted the following points:

- If the scheme is looked at again next year, it is important that the implications of not joining are clearly set out. A list of the projects that would not be carried out if the scheme is not adopted could be sent to schools.
- Schools must remember that the priority is the needs of the pupils.

It was agreed that details of the schemes approved for 2015/16 would be sent to all schools, including details of high priority schemes that the council has been unable to support due to the decision of schools not to support the proposed collaborative contribution methodology.

The Schools Forum:

- a) Noted the response and feedback to the request that was sent out to school Governing Bodies to confirm whether they would support the new methodology, as set out in Appendix 2 of this report;**
- b) Acknowledged that the proposed new methodology (as set out in Appendix 1) is unviable, due to the fact that nearly half of the schools that responded confirmed they would not support the proposal;**
- c) Endorsed the alternative methodology (as set out in section 6 of this report), whereby only maintained schools having capital schemes delivered will be expected to contribute financially to the schemes.**

Note: all the above were approved unanimously.

16. Any Other Business.

Mark Mitchell was thanked for his commitment in his role as Chair and wished well for the future.

Julian Wooster informed members that this was his last meeting as he was leaving the council and explained that an interim Director of Children's Services would be appointed. He was wished all the best in his new position.

The meeting concluded at 5.40pm.

Mark Mitchell
Chair



Title of meeting:	Schools Forum
Date of meeting:	15th July 2015
Subject:	Dedicated Schools Grant Outturn 2014-15 and Revised Budget 2015-16
Report from:	Di Smith, Interim Director of Children's Services
Report by:	Richard Webb, Finance Manager for Children's Services
Wards affected:	All Wards
Key decision:	No
Full Council decision:	No

1. Purpose of report

This purpose of this report is to inform Schools Forum of the year-end outturn position for the Dedicated Schools Grant (DSG) as at the end of March 2015 and propose revisions to the budget for 2015-16.

2. Recommendations

It is recommended that Schools Forum:

- a. Note the year-end outturn budget position for the Dedicated Schools Grant at the end of March 2015 and the variance explanations contained within this report.
- b. Endorse the revised budget for 2015-16 as set out in Appendix 1.

3. Background

- 3.1. The DSG is a ring-fenced grant for education and can only be used for the purposes of the Schools Budget as defined in the School and Early Years Finance (England) Regulations.
- 3.2. The original budget for the financial year 2014-15, was approved by Schools Forum in February 2014 and subsequently revised during the financial year. These revisions were approved and are included within the 'revised budget' figures in the table at 4.1 below.

4. Dedicated Schools Grant

4.1. The table below sets out the DSG final outturn position as at the 31 March 2015.

DEDICATED SCHOOLS GRANT	<i>Original Estimate 2014/15 £000's</i>	<i>Revised Estimate 2014/15 £'000's</i>	<i>Outturn £'000's</i>	<i>over/ (under) spend £'000's</i>
DSG : Devolved				
Nursery ISB	7,446	7,641	7,660	19
Primary ISB	52,729	48,593	48,593	0
Secondary ISB	36,352	26,136	26,136	0
High Needs ISB	4,554	4,617	4,448	(169)
Total Devolved DSG	101,081	86,987	86,837	(150)
DSG : Retained				
De-Delegated Budgets & Growth Fund	1,785	1,593	2,112	519
High Needs	8,768	9,637	8,495	(1,142)
Other centrally retained	4,701	4,732	3,629	(1,103)
Retained balances from amalgamations	0	0	(825)	(825)
DSG and other Specific Grants	(116,240)	(102,407)	(102,521)	(114)
DSG Brought Forward	(95)	(2,314)	(2,314)	0
DSG Carried Forward	0	1,770	4,585	2,815
Total Retained DSG	(101,081)	(86,987)	(86,837)	150
TOTAL Dedicated Schools Grant	0	0	0	0

The figures in the above table are subject to rounding to the nearest £1,000 and may not calculate exactly.

4.2. The variances shown in the table above are explained in more detail below.

Nursery ISB

4.3. During 2014-15 it was reported that actual expenditure on placement costs for 3 & 4 year olds in Private, Voluntary and Independent (PVI) Nursery settings, was forecast to exceed the budget provision by an estimated £250,000. The final outturn for 2014-15 was an over spend of £130,978. However, this was partially offset by an under spend in the Maintained Nursery Units of £111,653, leaving a net over spend of £19,325.

4.4. The under spend on the Maintained Nursery Units arose as a result of increased take up of 2 year old places in private, voluntary and independent (PVI) sector nurseries. Once a child is settled in a PVI setting parents are less likely to transfer the child to a school nursery unit once they are eligible for 3 year old funding. Early Years Commissioning

Managers are working with maintained nurseries to encourage the provision of 2 year old places.

Primary & Secondary ISB & De-Delegated Budgets

- 4.5. During 2014-15 there were 8 Academy conversions. The table below shows the adjustments processed to the budgets during the year, for the Primary and Secondary Individual School Budgets (ISB) as well as the De-Delegated Budgets.

	Revised Budget as at July 2014 £000's	Impact of Academy Conversions £000's	Revised Budget (as shown above) £000's
Primary ISB	52,729	(4,136)	48,593
Secondary ISB	36,352	(10,216)	26,136
De-Delegated	1,785	(192)	1,593

- 4.6. The over spend of £519,000 within the de-delegated budgets arose mainly as a result of the allocations from the 'schools specific contingency fund', which was partially offset by the under spend on the growth fund and other small variances on the de-delegated budgets. The allocations from the schools specific contingency fund related to the transfer of the balances from the closed amalgamating schools. These allocations are offset by the "retained balances from amalgamations" shown separately in the table at 4.1.

High Needs (ISB)

- 4.7. The under spend within the High Needs (ISB) budget arose as a result of the delayed opening of the new Resourced Unit at St Edmunds Secondary School and recoupment of unused additional places created in Mary Rose and Cliffdale Special Schools in 2014-15, which is explained in more detail below.
- 4.8. The Resourced Unit at St Edmunds Secondary School is now expected to open in the autumn of 2015 with an initial capacity of 9 places and funding has been set-aside within the budget for 2015-16.

High Needs

- 4.9. The High Needs budgets are the most volatile area of the DSG budget, due to a significant proportion of the funding being linked to pupil needs and movements. At the end of 2014-15, the High Needs budget was under spent by £1.142m mainly as a result of the areas shown in the table below.



Budget Area	Over/(Under) Spend £000's
Element 3 Top Up Funding	(842)
Exceptional SEN Funding	(260)
Post 16 Funding	(106)
Out of City Placements	203
	(1,005)

Element 3 Top Up Funding

- 4.10. During 2014-15 additional funding was made available to increase the budget provision available for the Special Schools Element 3 Top Up Funding. This funding was set-aside to meet the potential Element 3 costs of the expected additional pupils at Mary Rose & Cliffdale Special Schools from September 2014 as well as the potential "band creep" arising from the new intake of pupils.
- 4.11. The Special Educational Needs and Disability Team worked closely with both the maintained schools and the specialist settings during the year. As a result of this work, the children originally identified to move to Mary Rose and Cliffdale were able to stay with the development and assessment units at Devonshire and Portsdown Primary Schools, whilst others were able to remain at Willows Nursery School following the establishment of a full time reception class.
- 4.12. The final outturn for 2014-15, for the Element 3 Top Up Funding for Special Schools was £567,000 less than originally anticipated, as a result of 17 of the expected additional 23 places at Mary Rose and Cliffdale not being required, the "band creep" pressure that had been experienced in previous years not occurring and the number of overall pupils funded by the local authority being less than expected in some schools.
- 4.13. A further under spend of £188,100 arose in the Alternative Provision and Resourced Unit, Element 3 Top Up funding budgets. The majority of the under spend related to the decrease in the number of pupils funded by the Local Authority in the Alternative Provision units at the Harbour School and Flying Bull Primary School.

Exceptional SEN Funding

- 4.14. As previously reported, this is a one-off under spend of £260,000 and arose as a result of only £80,000 being allocated to Schools from the Exceptional Circumstances fund (based on the agreed allocation methodology and the latest pupil data from the Inclusion team).
- 4.15. As part of setting the budget for 2015-16, Schools Forum agreed to close this fund.

Post 16 Funding

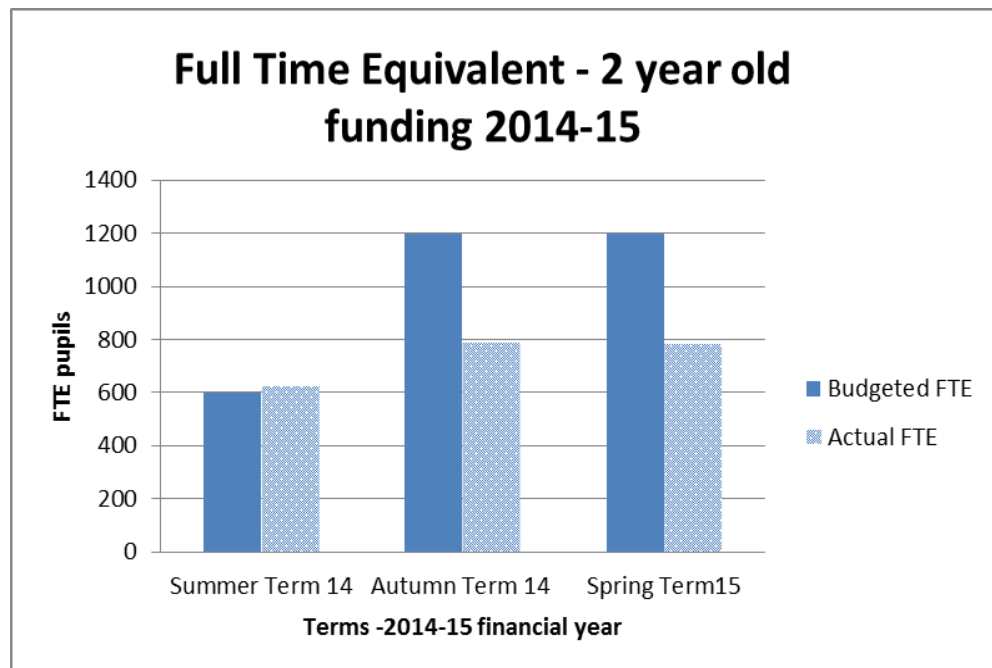
- 4.16. The number of high needs pupils accessing post-16 education has increased between 2013-14 and 2014-15 academic years. The revised budget accounted for an expected increase in numbers of pupils and their related cost. Effective negotiation by the Special Educational needs and Disability Team with the Post-16 Colleges led to a reduction in the overall Element 3 Top-up payable to the Colleges in respect of pupils, resulting in an overall under spend of £106,000.

Out of City Placements

- 4.17. The overall number of Out of City placements remains low in the City compared to our statistical neighbours. However the number of pupils has increased over the course of the year from 27 to 32 at an average cost of £44,138. All cases are being individually reviewed to see if provision can be made locally. The review is expected to be completed in September 2015. However this has led to an over spend of £203,000.

Other centrally retained budgets

- 4.18. The under spend of £1,103,000 arises from two key areas, early years funding; in particular 2 year old places, the falling rolls fund. The under spend on the falling rolls fund had been intended to partially offset the expenditure on the Schools Specific Contingency fund.
- 4.19. From September 2014 Portsmouth received funding for 1,200 2 year olds to receive up to 15 hours free education per week. Over the course of 2013-14 and 2014-15 the Early Years and Childcare team have been working with settings across the City to increase the number of places available to 2 year olds.
- 4.20. Whilst the number of 2 year olds was always expected to be lower than the target of 1,200, there has always been uncertainty regarding the actual numbers, due the uncertainty over the growth in numbers during the autumn and spring terms. As a consequence of this uncertainty a prudent estimate of £250,000 was previously reported.
- 4.21. The final underspend of £879,700 under reflects that pupil numbers did not grow as quickly as anticipated and there was an unexpected plateau of pupils numbers in the spring term. The graph below shows the full time equivalent two year old pupils who were funded over the course of the financial year.



- 4.22. As previously reported the method of funding for 2 year olds will be moving to a participation basis for 2015-16, based on the pupil numbers in the January 2015 census. At the time of writing the report the details around how this adjustment will be made have not been confirmed; however it is expected that the DSG will be reduced to account for lower number of 2 year olds.

DSG Grant & Carry-forward

- 4.23. The funding received directly by the Council in respect of the Dedicated Schools Grant continued to reduce during the financial year, as a consequence of schools converting to Academy status and their funding being allocated directly to them from the Education Funding Agency. The final amount allocated to Portsmouth City Council amounted to £102,521,485 compared to an initial budget estimate of £116,239,600.
- 4.24. The budget was revised during the year at various stages to reflect the changes to the Council's grant allocations, such as the recoupment adjustments for maintained schools converting to Academy status. During the year, an additional income of £114,000 was received for the Early Years Block which related to 2013-14, which led to the year-end variance.
- 4.25. The carry forward of £4.585m places the authority in a strong position with regards to a number of potential pressures that may impact on the budget during 2015-16 and beyond. In particular:

- the expansion of free nursery places for 3 and 4 year old following the Government announcements;
 - the changes to the 2 year old participation funding due to be implemented during 2015-16;
 - growing pressures within the high needs budgets; and
 - the continued roll out of the National Fair Funding Formula.
- 4.26. The one off nature of the carry forward requires that it is used for expenditure of a one off nature. It is not possible to allocate additional funding to schools during 2015-16 as the statutory regulations preclude any changes to a school's budget share within the financial year.
- 4.27. It is recognised that schools are under particular pressure where there are growing numbers of pupils due to the primary expansion plans. It is therefore proposed that the Growth Fund criteria are reviewed during the year to ensure that they encompass the pupil sufficiency requirements. The Children's Finance Team will be working with the Strategic Commissioning Manager over the course of the summer to develop new sustainable criteria which will be brought back to Schools Forum in the autumn.
- 4.28. The potential for making a one off allocation to schools in 2016-17, will be considered, however the impact of a one off allocation on the minimum funding guarantee will need to be explored to ensure that this does not create future budget pressures. It will also be dependent on the 2016-17 formula funding guidelines issued by the Department for Education. This will be covered in future papers relating to the 2016-17 funding formula.

5. Changes to the monitoring of High Needs

- 5.1 Following the finalisation of the 2014-15 High Needs outturn, we have reviewed the current process for identifying the costs associated with the Element 3 Top-up funding. The current process does not support the early identification and payment of the Element 3 top up funding to enable the timely financial forecasting during the year.
- 5.2 In light of this Children's Services Finance have been working with the Special Educational Needs and Disability Team to improve the process. The autumn term is the critical point in the year for financial forecasting, as the new cohort of pupils joining schools in September will have different needs than those that left in July. Currently this information is received at the end of December and is too late to inform the budget setting for the following financial year or the reporting of any budget variations in the current financial year. It is therefore proposed that from

the autumn term 2015, the timing of SEN class list information and payments are changed.

- 5.3 The table below sets out the proposed time table for Element 3 Top-up funding for the academic year 2015-16.

Element 3 top-up adjustments timetable			
Class list - sent by SEND Team	Period covered	School response deadline	Adjustment Processed
1 November 2015	1 September to 31 October 2015	13 November 2015	27 November 2015
1 March 2016	1 November to 29 February 2016	11 March 2016	18 March 2016
24 March 2016	1 March to 24 March 2016	31 March 2016	8 April 2016
20 July 2015	11 April to 20 July 2016	1 August 2016	12 August 2016

- 5.4 Schools will continue to receive a payment based on their estimated Element 3 top-up funding as set out in their Funding Statements. This will be paid at the beginning of the financial year and will be based on 195 academic days. Following the receipt of the confirmed class lists at the dates above, top up funding will be adjusted (up or down) according the actual pupils and the number of academic days the pupils are at the school over the period.
- 5.5 By amending the points in the year that we collect the pupil information and calculate the Element 3 top-up funding, we will be able to produce more timely budget monitoring information during the financial year and this will also help to inform the 2016-17 budget setting process.

6. Revised Budget 2015-16

- 6.1 Appendix 1 shows the initial budget for 2015-16 which was approved by the Cabinet Member for Education and Children's Services on 25th February 2015 and subsequently endorsed by Schools Forum.
- 6.2 At the time of presenting the initial budget for 2015-16 it was highlighted that the Department for Education would be issuing further details regarding the funding allocations for both the Early Years Block and 2 Year Old funding allocations for 2015-16.
- 6.3 Whilst the 2 year old funding allocations are still unknown for 2015-16, the DfE have recovered £83,515 in relation to reduced 3 and 4 year old numbers for the period September 2014 to March 2015. This reflects the change in pupil numbers at the January 2015 census compared to the January 2014 census on which the initial funding for 2014-15 was based. The maintained nursery budget has been revised down to account for the reduction in pupil numbers and therefore the expected reduction in expenditure for 2015-16.

- 6.4 Gatcombe Primary converted to Academy status from 1st February 2015, followed by City Boys Secondary School and Stamshaw Junior School which converted from the 1st April 2015 and therefore adjustments are required to the Primary and Secondary ISB as well as the de-delegated budgets.
- 6.5 In setting the budget for 2015-16 a number of assumptions were made in relation to the number places required within our specialist settings and in particular the Special Schools. The table below shows those places expected to be required for the 2014-15 summer term and the first two terms of the 2015-16 Academic Year. The Inclusion Commissioning Manager has confirmed that these places are expected to be utilised and that no changes are currently required to the High Needs budgets for 2015-16.

School	Original Agreed Commissioned Places 2014-15	Additional Places Summer Term 2015*	Additional Places Academic Year 2015-16*
Cliffdale	104	-	19
Harbour	84	-	-
Mary Rose	125	7	14
Redwood Park	141	-	-
Willows	42	-	-
Total	496	7	33

** Additional places required when compared to original agreed commissioned places*

7. Reasons for recommendations

Members are recommended to note the contents of the report in respect of the financial outturn for 2014-15 and to endorse the amendments to the budget for 2015-16, (which members originally endorsed in February 2015) for the reasons set out in section 6.

8. Equality impact assessment (EIA)

This report does not require an Equality impact Assessment as the proposal does not have any impact upon a particular equalities group.

9. Legal implications

There are no legal implications arising from the recommendations in this report.

10. Director of Finance's comments

Finance comments have been included within the body of this report.

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Signed by:

Appendices: None

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
School & Early Years Finance (England) Regulations	www.legislation.gov.uk
DSG Budget Estimates and Monitoring Records	Education Finance

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

.....
Signed by:

Appendix 1 - Budget Summary

	2015-16 Budget (including Academies) (approved 26 th Feb 2014)	2015-16 Budget (excluding Academies)	Proposed Budget Revisions	Revised 2015-16 Budget (excluding Academies)
	£000	£000	£000	£000
<i>Individual School Budgets (ISB)</i>				
Primary	60,707	47,792	(1,771)	46,021
Secondary	43,633	21,144	(2,504)	18,640
Special School Place Funding	5,188	2,898	-	2,898
Resourced Unit Place Funding	902	612	-	612
Alternative Provision Place Funding	1,494	1,384	-	1,384
	111,924	73,830	(4,275)	69,555
<i>De-delegated and central budgets</i>				
Growth Fund	365	365	-	365
De-delegated budgets	562	562	(27)	535
Licences	120	120	-	120
Schools Forum	15	15	-	15
Admissions	252	252	-	252
	1,314	1,314	(27)	1,287
<i>Early Years</i>				
3 & 4 Year Old Provision	7,800	7,800	(84)	7,716
2 Year Old Provision	2,878	2,878	-	2,878
Central Expenditure on under 5	599	599	-	599
	11,277	11,277	(84)	11,193
<i>High Needs</i>				
Element 3 Top-up funding	6,605	6,605	-	6,605
Out of City Placements	1,550	1,550	-	1,550
SEN Support Services	687	687	-	687
Medical Education	573	573	-	573
Outreach Services	187	187	-	187
Fair Access Protocol	60	60	-	60
	9,662	9,662	0	9,662
Total Expenditure	134,177	96,083	(4,386)	91,697
DSG Income	(134,177)	(96,083)	4,386	(91,697)
Total Income	(134,177)	(96,083)	4,386	(91,697)

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Title of meeting:	Schools Forum
Date of meeting:	15th July 2015
Subject:	School Balances as at 31 st March 2015
Report from:	Di Smith, Interim Director of Children's Services
Report by:	Richard Webb, Finance Manager for Children's Services
Wards affected:	All Wards
Key decision:	No
Full Council decision:	No

1. Purpose of report

- 1.1. The purpose of this report is to inform Schools Forum as to the level of schools' revenue and capital balances as at 31st March 2015.

2. Recommendations

- 2.1. It is recommended that Schools Forum notes the level of schools' revenue balances and capital balances as at 31st March 2015 as shown in Appendices 2 & 3.

3. Background

- 3.1. Each year schools are given delegated budgets which are calculated using a locally agreed fair funding formula. These budgets are supplemented by specific government grants (e.g. Pupil Premium) and through the efforts of the school. Delegated budgets are intended to be spent during the year on the existing cohort of pupils, although it is prudent for a school to retain a small surplus to provide for future uncertainties.
- 3.2. Schools do spend the vast majority of funds directly on the education of their pupils. However, there are a number of genuine reasons why schools may accumulate a balance at the year-end, for example, to provide for planned building works or to provide consistency in staffing levels during funding fluctuations relating to predicted changes in numbers on roll.

- 3.3. In some cases, factors outside of the control of the school can cause increases in balances; for example, large capital building schemes may slip from one year into the next.
- 3.4. Whilst devolved formula capital allocations are ring fenced for capital purposes only, schools may use revenue balances to support capital schemes. In 2014/15, schools allocated some £1.13m (£1.2m 2013/14) of revenue funding to capital purposes.
- 3.5. Schools were surveyed during the spring term to ascertain future commitments against estimated closing balances in order to provide data in accordance with Consistent Financial Reporting (CFR) requirements. This data has since been updated to reflect actual, rather than estimated, closing balances.
- 3.6. In 2014 Schools Forum agreed to continue without a "balance control mechanism" (i.e. a "clawback" system) and to implement proposals to strengthen the monitoring arrangements during 2014-15. An extract from the current Scheme for Financing Schools is shown at Appendix 1 and highlights the 'controls on surplus balances' together with the items that can be deemed to be committed within the year-end balances.

4. Revenue Balances

- 4.1. The following table illustrates the level of school revenue balances over the last three years:

Sector	Balance as at 01/04/13	% of 2012/13 budget allocation	Balance as at 01/04/14	% of 2013/14 budget allocation	Balance as at 01/04/15	% of 2014/15 budget allocation
Nursery & Primary schools	5,636,467	9.71	6,595,449	12.6	5,458,781	11.77
Secondary schools	3,399,712	7.99	3,892,843	10.6	2,060,385	9.84
Special schools	464,301	5.26	312,384	7.3	-134,901	-2.12
Total	9,500,480	8.68	10,800,676	11.6	7,384,265	10.02

- 4.2. Since presenting the balances report last year, the following schools have converted to Academy status and any surplus balances will have transferred to the new Academy Trusts:

- Charles Dickens Primary School
- Flying Bull Primary School
- Gatcombe Park Primary School
- Isambard Brunel Junior School
- Newbridge Junior School
- Admiral Lord Nelson Secondary School

- Miltoncross Secondary School
- Priory Secondary School

In order to provide a consistent comparison between 2013/14 and 2014/15, the balances for these schools have been excluded from the restated 2013/14 figures in the table below.

Sector	Balance as at 01/04/14 Restated	% of 2013/14 budget allocation	Balance as at 01/04/15	% of 2014/15 budget allocation
Nursery & Primary schools	5,584,789	12.31	5,458,781	11.77
Secondary schools	2,691,592	12.66	2,060,385	9.84
Special schools	312,384	7.30	-134,901	-2.12
Total	8,588,765	12.11	7,384,265	10.02

- 4.3. It is important to note that the total schools' balances of £7.4m as at 1 April 2015 include £0.570m (£1m 2013/14) of community related balances e.g. Community Improvement Partnerships, community lettings, breakfast and after school clubs etc. leaving £6.8m (£9.7m 2013/14) of "curriculum" balances relating to core activity. Of this, a further £2.3m (£5.7m 2013/14) has been committed to specific projects or initiatives, leaving a balance of £4.5m, or 6.8% of the 2014/15 budget allocation, as genuinely uncommitted and exceeds the CIPFA guideline of between 2-3% of budget for uncommitted balances.
- 4.4. Four schools had year-end deficit balances at the end of 2014-15. Both the Harbour School and Mayfield School have an agreed recovery plan in place to recover the deficit. The existing recovery plan for Brambles Nursery is in the process of being renewed and resubmitted for approval. The final closing balance for City of Portsmouth Boys School is in the process of being reviewed as part of the Academy conversion process and the final balance has not yet been confirmed.

5. Review of Specific School Balances

- 5.1 The school revenue balances as at 31st March 2015 are shown by school at Appendix 2. The Scheme for Financing Schools categorises Primary & Special Schools who have uncommitted balances in excess of 8% of budget share as having excessive balances. For Secondary Schools, the threshold is 5% of budget share.
- 5.2 From a review of the balances in Appendix 2, 16 (38%) of the Primary and Special Schools had uncommitted balances which exceed 8% of

budget share. For Secondary Schools, 2 (40%) of 5 Schools had uncommitted balances in excess of 5% of budget share.

- 5.3 The table below highlights the 6 schools whose total balances exceed 20% of their budget share allocation. Of these 6 schools, 4 had uncommitted balances which were also deemed to be excessive (i.e. above the 8% and 5% thresholds).

School	Balance as at 01/04/15	% of 2014/15 budget allocation	% of 2013/14 budget allocation
Primary			
Cumberland Infant	154,513	21.43	22.63
Fernhurst Junior	306,513	22.78	23.02
Langstone Infant	293,749	27.44	20.92
Manor Infant	377,567	36.03	12.93
St Georges Beneficial CE Primary	305,969	23.96	32.17
Secondary			
Springfield Secondary	1,136,477	22.45	24.32
TOTAL	2,574,824		

- 5.4 The reasons for these schools holding significant balances are set out below.

Cumberland Infant

- 5.5 Cumberland Infant's year-end balances have remained fairly stable at £154,549 as at the end of March 2015. Of this balance, the school have indicated that £109,897 (71%) is committed.

- 5.6 The school has indicated on their year-end return that the committed balance will be mainly used as follows:

- £12,000 for staffing, in relation to forecast increased pupil numbers.
- £71,850 relates to community related balances.
- £26,047 in respect of specific commitments which have purchase orders raised

- 5.7 The remaining uncommitted balance of £44,652 equates to 6.19% of the schools budget share.

Fernhurst Junior

- 5.8 Fernhurst's year-end balances have increased from £286,344 to £306,513 as at the end of March 2015. Of this balance £30,225 relates to community balances.

- 5.9 The school have indicated that the remaining balance of £276,288 is mainly committed for capital and building maintenance works (i.e.

refurbishment of children's toilets and the redevelopment of school grounds, etc.). Both of these development projects are being managed by the Council with an anticipated completion date of December 2016.

Langstone Infant

- 5.10 Langstone Infant's year-end balances have increased from £206,738 to £293,749 as at the end of March 2015. Of this balance, the school have indicated that £129,276 is committed.
- 5.11 The school has indicated on their year-end return that the balance will be used as follows:
- £79,648 for staffing, in relation to forecast increase pupil numbers.
 - £49,628 in respect of commitments relating to capital and maintenance works as well as Salix loan repayments, etc.
- 5.12 The remaining uncommitted balance of £164,473 equates to 56% of the schools budget share.

Manor Infant

- 5.13 Manor Infant's year-end balances have increased from £129,132 to £377,567 as at the end of March 2015. Of this balance, the school have indicated that £30,425 is committed. The significant increase in the balance year-on-year is due to the school being successful in being allocated a grant of £220,000 from the 2 year old trajectory funding to expand their provision of 2 year old Nursery places.
- 5.14 The school has indicated on their year-end return that the committed balance will be used as follows:
- £8,000 for staffing, in relation to forecast increase pupil numbers
 - 22,425 for specific commitments in relation to replacement tables, chairs, etc which have specific purchase orders raised.
- 5.12 The remaining uncommitted balance of £347,142 equates to 33.13% of the schools budget share and includes the funding for the expansion of the Nursery provision.

St Georges Beneficial CE Primary

- 5.13 St George's year-end balances have decreased from £423,427 at the end of March 2014 to £305,969 at the end of March 2015. A reduction in balances was expected, as last year £115,000 had been committed to capital works which were underway. Of the year-end balance £6,814 relates to community balances, whilst the school are indicating that a further £102,290 (34%) is committed.

- 5.14 The school has indicated on their year-end return that the committed balance will be mainly used as follows:
- £77,000 contribution to Capital. This includes resurfacing of the car park, installation of electric gates, completion of playground works and completion of lodge grounds works. The estimated completion date of these works is August 2015.
 - £21,658 to provide consistency in staffing levels for anticipated fluctuations in the Number on Roll.
- 5.15 The remaining £203,679 equates to 15.95% of the schools budget share.

Springfield Secondary

- 5.16 Springfield's year-end balances have decreased from £1,239,773 to £1,136,477 as at the end of March 2015. The school have indicated that £111,632 (2.21%) of the balance is committed.
- 5.17 The school have indicated that the balance will be used as follows:
- £38,931 held on behalf of the cluster.
 - £30,000 for staffing, in relation to forecast increase pupil numbers.
 - £42,700 in respect of prior year commitments.
- 5.18 The remaining uncommitted balances of £1,024,845 equates to 20.24% of the schools budget share
- 5.19 Last year, the school stated that they had set aside funding for projects planned to be completed over the next three years, with a total value of £850,000; which included an alternative PE space, outdoor AstroTurf etc. Additionally they had committed £460,000 in respect of building works, including creation of a new science Lab, refurbishment of the hall, the school canteen, staff room and reception.
- 5.20 The school has confirmed that they are re-prioritising the use of their balances towards staffing and the resourcing of its core curriculum offer for the pupils and therefore will not be proceeding with all of planned capital works highlighted last year.

6. Capital Balances

- 6.1 Devolved capital allocations are ring fenced and schools are expected to spend them on priority capital needs of school buildings. These allocations will therefore be held as capital balances until they are used and may be supplemented by funding from other sources.
- 6.2 An analysis of schools' current capital balances is given at Appendix 3 together with proposed spending plans as returned in the school survey.

Where spending plans exceed balances there will need to be additional funding proposals.

- 6.3 The table below illustrates the level of school capital balances for the last three years:

Sector	Balance as at 01/04/13	Balance as at 01/04/14	Balance as at 01/04/15
Nursery & Primary schools	1,363,070	1,347,084	1,730,655
Secondary schools	300,781	682,358	737,052
Special schools	167,925	163,280	112,762
Total	1,831,776	2,192,722	2,580,469

Note: the above totals are the aggregate of surplus and deficit balances.

- 6.4 As with the revenue balances, in order to provide a consistent year-on-year comparison, the closing balances in respect those schools who converted to Academy status have been excluded from the restated 2013/14 figures in the table below.

Sector	Balance as at 01/04/14 Restated	Balance as at 01/04/15
Nursery & Primary schools	1,315,539	1,730,655
Secondary schools	594,277	737,052
Special schools	163,280	112,762
Total	2,073,096	2,580,469

- 6.5 In order to bring forward proposed capital schemes, schools were permitted to seek to spend against future Devolved Formula Capital (DFC) funding with the agreement of the Local Authority. DFC allocations were reduced significantly in 2011/12, meaning that it is no longer appropriate for schools to “anticipate” future capital funding.

7. Reasons for recommendations

As this report is for information only, Schools Forum are asked to note the contents of the report.

8. Equality impact assessment (EIA)

This report does not require an Equality impact Assessment as the proposal does not have any impact upon a particular equalities group.

9. Legal comments

There are no legal implications arising from the recommendation in this report.

10. Director of Finance’s comments

Financial comments have been included within the body of this report.

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Signed by:

Appendices:

Appendix 1: extracts from the current Scheme for Financing Schools

Appendix 2: schools’ revenue balances at 31st March 2015

Appendix 3: schools’ capital balances and commitments at 31st March 2015

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
School Balances Files and Spreadsheets	Education Finance
Scheme For Financing Schools	PCC website and intranet

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

.....
Signed by:



Extracts from the current Scheme For Financing Schools

4.2 Controls on surplus balances

As schools are moving towards greater autonomy and should not be constrained from making early efficiencies and to support medium term budgeting in a tighter financial climate, the balance control (clawback) mechanism for excessive balances continues to be withdrawn.

Schools will be deemed to have excessive balances, when Primary and Special Schools have uncommitted balances in excess of 8% and Secondary Schools 5% of their budget shares.

The control framework for monitoring school balances and their intended use requires that:

- a. Schools will continue to be asked to provide a breakdown of their year-end balances between committed and uncommitted, as well as an analysis of the intended use of any committed balances. The Education and Children's Finance team will continue to co-ordinate the process.
- b. A School Balances report will be presented to both the Cabinet member for Children's and Education and Schools Forum, following the completion of the year-end closedown process. This report will provide an analysis of the balances by school and schools with significant balances may be highlighted specifically within the report.
- c. Those schools identified as potentially breaching the balance thresholds, will be asked to provide further evidence of the planned use of their balances. The information will be reported back to Elected Members, the Schools Forum and the Education Department.
- d. The Education Department will consider this information as part of its school performance and improvement service provision, school challenge and specific reviews.

In determining whether school balances are committed, schools are only permitted to assign as committed, items listed in Annex 6.

School Forum may revisit the balance control (clawback) mechanism and the above control framework from time to time and where they believe significant and excessive balances have accumulated.

Annex 6 –PERMITTED SPECIFIC PURPOSES FOR THE USE OF SURPLUS FUNDS

- Valid orders placed through the financial system, but for which the goods have not been received.
- Funds held on behalf of other schools by fund holder schools (e.g. cluster funding).
- Balances held for specific community projects e.g. nursery provision, children's centres, extended services.
- Contribution towards capital works with the school (where alternative capital resources have been exhausted). A clear statement of intent signed by the Chair of Governors (subject to clawback if not delivered in stated timescales - maximum 3 years).
- Providing consistency in staffing levels where numbers on roll are predicted to fluctuate within the next year (note that a reasonable commitment would be £3,000 per pupil and forecast variations in pupil numbers should be given).
- Unexpected funds received by the school near the year-end which will be utilised for a specific purpose in the following financial year.



APPENDIX 2
SCHOOLS REVENUE BALANCES AS AT 31 MARCH 2015

Balance as @ 31/03/2014	% of 2013/14 Budget Share Allocation	School Name	2014/15 Budget Share	Analysis of Balance		Balance as @ 31/03/2015	% of 2014/15 Budget Share Allocation	Uncommitted as % of Budget Share Allocation	Committed as % of Budget Share Allocation
				Uncommitted	Committed				
PRIMARY & NURSERY SCHOOLS									
-48,289	-12.46%	The Brambles Nursery	387,500	-39,531	-32,054	-71,585	-18.47%	-10.20%	-8.27%
320,191	6.72%	Arundel Court Primary	2,762,096	54,478	99,600	154,078	5.58%	1.97%	3.61%
553,986	26.21%	Charles Dickens Primary		<i>now an Academy</i>					
135,345	11.05%	College Park Infant	1,218,503	2,567	97,970	100,537	8.25%	0.21%	8.04%
89,626	9.13%	Copnor Infant (<i>now Copnor Primary</i>)							
184,811	12.99%	Copnor Junior (<i>now Copnor Primary</i>)							
		Copnor Primary	2,366,730	202,133	50,836	252,969	10.69%	8.54%	2.15%
259,870	23.05%	Corpus Christi Catholic Primary	1,106,960	105,731		105,731	9.55%	9.55%	
354,687	21.60%	Cottage Grove Primary	1,820,321	123,114	108,075	231,189	12.70%	6.76%	5.94%
154,992	12.73%	Court Lane Infant	1,224,269	17,652	116,571	134,223	10.96%	1.44%	9.52%
92,915	6.02%	Court Lane Junior	1,508,055	72,719	14,000	86,719	5.75%	4.82%	0.93%
175,300	13.69%	Craneswater Junior	1,275,429	182,064		182,064	14.27%	14.27%	
153,534	22.63%	Cumberland Infant	721,194	44,652	109,897	154,549	21.43%	6.19%	15.24%
50,231	7.01%	Devonshire Infant	908,972	31,952	21,378	53,330	5.87%	3.52%	2.35%
286,344	23.02%	Fernhurst Junior	1,345,436	30,225	276,288	306,513	22.78%	2.25%	20.54%
206,476	11.71%	Flying Bull Primary		<i>now an Academy</i>					
73,662	9.68%	Gatcombe Park Primary		<i>now an Academy</i>					
17,686	2.65%	Goldsmith Infant	740,122	54,471	35,000	89,471	12.09%	7.36%	4.73%
37,629	3.59%	Highbury Primary	1,080,133	8,900	35,000	43,900	4.06%	0.82%	3.24%
91,512	9.13%	Isambard Brunel Junior		<i>now an Academy</i>					
206,738	20.92%	Langstone Infant	1,070,484	164,473	129,276	293,749	27.44%	15.36%	12.08%
138,309	13.05%	Langstone Junior	1,117,267	89,631	74,000	163,631	14.65%	8.02%	6.62%
129,132	12.93%	Manor Infant	1,047,869	347,142	30,425	377,567	36.03%	33.13%	2.90%
133,738	14.27%	Medina Primary	924,926	38,411	96,587	134,998	14.60%	4.15%	10.44%
76,152	11.13%	Meon Infant	700,407	67,839	10,000	77,839	11.11%	9.69%	1.43%
75,623	7.26%	Meon Junior	1,112,380		64,562	64,562	5.80%		5.80%
94,990	9.99%	Meredith Infant	989,500	9,497	32,519	42,016	4.25%	0.96%	3.29%
247,616	15.68%	Milton Park Federated School		<i>now an Academy</i>					
		Milton Park Primary	1,867,755	162,796	25,596	188,392	10.09%	8.72%	1.37%
70,031	12.79%	Moorings Way Infant	572,212	59,002		59,002	10.31%	10.31%	
85,023	6.02%	Newbridge Junior		<i>now an Academy</i>					
70,082	3.45%	Northern Parade Federated School	1,213,878	43,599	66,197	109,796	9.05%	3.59%	5.45%
102,844	10.39%	Penhale Infant	1,076,801	109,971	73,000	182,971	16.99%	10.21%	6.78%



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Balance as @ 31/03/2014	% of 2013/14 Budget Share Allocation	School Name	2014/15 Budget Share	Analysis of Balance		Balance as @ 31/03/2015	% of 2014/15 Budget Share Allocation	Uncommitted as % of Budget Share Allocation	Committed as % of Budget Share Allocation
				Uncommitted	Committed				
133,971	9.73%	Portsmouth Primary	1,656,705	42,976	242,744	285,720	17.25%	2.59%	14.65%
119,835	12.80%	Solent Infant	950,533	83,725	10,457	94,182	9.91%	8.81%	1.10%
77,553	6.47%	Solent Junior	1,175,774	13,843	53,102	66,945	5.69%	1.18%	4.52%
94,718	13.44%	Southsea Infant	844,565	39,883	25,065	64,948	7.69%	4.72%	2.97%
423,427	32.17%	St Georges Beneficial C of E Primary	1,276,910	203,679	102,290	305,969	23.96%	15.95%	8.01%
195,663	18.61%	St Johns Catholic Primary	1,027,641	34,589	121,435	156,024	15.18%	3.37%	11.82%
205,288	13.38%	St Judes C of E Primary	1,542,429	222,527	9,245	231,772	15.03%	14.43%	0.60%
251,661	15.16%	St Pauls Catholic Primary	1,587,312	247,076	26,964	274,040	17.26%	15.57%	1.70%
86,311	7.30%	St Swithuns Catholic Primary	1,134,596	22,860	78,122	100,982	8.90%	2.01%	6.89%
138,804	14.09%	Stamshaw Infant	1,041,890	134,804	61,375	196,179	18.83%	12.94%	5.89%
95,761	10.70%	Stamshaw Junior	951,284	57,571	10,000	67,571	7.10%	6.05%	1.05%
14,511	1.37%	Westover Primary	1,103,999	25	9,210	9,235	0.84%	0.00%	0.83%
55,458	7.55%	Wimborne Infant	750,572	74,184		74,184	9.88%	9.88%	
81,698	6.98%	Wimborne Junior	1,162,866	263	12,555	12,819	1.10%	0.02%	1.08%
6,595,449		Total Primary & Nursery	46,366,276	3,233,344	2,225,437	5,458,781	11.77%	6.97%	4.80%
SECONDARY SCHOOLS									
365,297	7.75%	Admiral Lord Nelson Secondary		<i>now an Academy</i>					
71,907	2.60%	City Of Portsmouth Boys Secondary	2,584,319	28,944	-36,659	-7,715	-0.30%	1.12%	-1.42%
436,376	10.31%	King Richard Secondary	3,748,594	34,720	262,174	296,894	7.92%	0.93%	6.99%
89,112	1.80%	Mayfield Secondary	5,202,658	10,726	-112,905	-102,179	-1.96%	0.21%	-2.17%
304,906	6.16%	Miltoncross Secondary		<i>now an Academy</i>					
531,048	9.11%	Priory Secondary		<i>now an Academy</i>					
1,239,773	24.32%	Springfield Secondary	5,062,354	1,024,845	111,632	1,136,477	22.45%	20.24%	2.21%
854,424	20.26%	St Edmunds Catholic Secondary	4,348,130	489,828	247,080	736,908	16.95%	11.27%	5.68%
3,892,843		Total Secondary	20,946,055	1,589,063	471,322	2,060,385	9.84%	7.59%	2.25%
SPECIAL SCHOOLS									
67,492	4.24%	Harbour	3,511,199	23,443	-389,749	-366,306	-10.43%	0.67%	-11.10%
159,913	8.29%	Redwood Park Secondary	1,994,271	166,911	5,165	172,076	8.63%	8.37%	0.26%
84,979	11.10%	Willows Nursery	845,921	58,052	1,278	59,330	7.01%	6.86%	0.15%
312,384		Total Special	6,351,391	248,406	-383,306	-134,901	-2.12%	3.91%	-6.03%
6,595,449			46,366,276	3,233,344	2,225,437	5,458,781	11.77%	6.97%	4.80%
3,892,843			20,946,055	1,589,063	471,322	2,060,385	9.84%	7.59%	2.25%
312,384			6,351,391	248,406	-383,306	-134,901	-2.12%	3.91%	-6.03%
10,800,675			73,663,721	5,070,813	2,313,453	7,384,266	10.02%	6.88%	3.14%



APPENDIX 3
SCHOOLS CAPITAL BALANCES AS AT 31 MARCH 2015

Balance as @ 31/03/2014		Balance as @ 31/03/2015	Spending Plan	Description of Plan	Projected Balance
PRIMARY & NURSERY SCHOOLS					
0	Arundel Court Primary	878	0		878
21,700	The Brambles Nursery	17,177	17,177	To refurbish old' school on completion	0
18,039	Charles Dickens Primary	0	0		0
135,187	College Park Infant	161,376	23,891 137,485	Canopy in EY playground RCCO of £150k	(0)
19,138	Copnor Primary	177,273	0		177,273
(38,858)	Corpus Christi RC Primary	233	0		233
46,663	Cottage Grove Primary	188,817	133,125 55,692	Toilet block renovations Adventure playground works	0
49,292	Court Lane Infant	46,134	12,000	Replace ground level window frames & doors	34,134
22	Court Lane Junior	0	0		0
41,055	Craneswater Junior	10,878	0		10,878
37,759	Cumberland Infant	33,216	0		33,216
7,571	Devonshire Infant	1,059	1,059	ICT Projects	(0)
5,623	Fernhurst Junior	12,270	12,270	Roof	(0)



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Balance as @ 31/03/2014		Balance as @ 31/03/2015	Spending Plan	Description of Plan	Projected Balance
(3,546)	Flying Bull Primary	0	0		0
14,126	Gatcombe Park Primary	0	0		0
13,505	Goldsmith Infant	19,339	19,339	Door to library & old school refurbishment	(0)
6,695	Highbury Primary	6,695	0		6,695
(4,914)	Isambard Brunel Junior	0	0		0
353	Langstone Infant	0	0		0
398	Langstone Junior	1	0		1
0	Lyndhurst Junior	0	0		0
19,417	Manor Infant	732	0		732
9,793	Medina Primary	51,054	35,000 4,500	playground & fencing staffroom	11,554
6,776	Meon Infant	7,036	7,036	new boiler	0
7	Meon Junior	137	0		137
7,503	Meredith Infant	128,075	128,075	refurbishment of children toilets & staffroom	(0)
115,744	Milton Park Primary	127,715	0		127,715
5,212	Moorings Way Infant	2,924	0		2,924



Balance as @ 31/03/2014		Balance as @ 31/03/2015	Spending Plan	Description of Plan	Projected Balance
7,840	Newbridge Junior	0			0
0	Northern Parade Federation	3,632	0		3,632
6,475	Penhale Infant	13,113	13,113	Annual capital programme	0
1,792	Portsmouth Primary	(5,583)	0		(5,583)
19,605	Solent Infant	40,419	18,000	Refurbishment staffroom to repair damp from roof leak	
			15,000	Refurbishment of reception area	
			7,049	Contribution to roof repair	
			40,049		370
20,243	Solent Junior	20,958	10,000	Classroom refurbishment	10,958
29,748	Southsea Infant	21,197	0		21,197
159,388	St Georges Beneficial Primary	117,179	6,649	Contribution for roof repair	110,530
405,893	St Johns RC Primary	400,622	50,000	Replacement of Nursery Roof	
			147,115	Roof replacement	
			9,548	Refurbishment staff toilets	
			34,332	Refurbishment children toilets	
			150,000	Additional space for working with groups	
			390,995		9,627
42,076	St Jude's CE Primary	27,753	8,365	Contribution towards oil boiler replacement	
			5,000	Contribution towards water boiler replacement	
			6,283	Fencing	
			4,124	Kitchenette	
			23,772		3,981
71,530	St Paul's RC Primary	52,959	0		52,959
(1)	St Swithun's RC Primary	(1)	0		(1)
14,419	Stamshaw Infant	38,165	30,000	Re-surfacing playground	8,165
			30,000		



Balance as @ 31/03/2014		Balance as @ 31/03/2015	Spending Plan	Description of Plan	Projected Balance
7,236	Stamshaw Junior	767	0		767
19,481	Westover Primary	103	0		103
6,344	Wimborne Infant	6,343	0		6,343
755	Wimborne Junior	9	0		9
1,347,084	Total Primary	1,730,655	1,101,227		629,428

SECONDARY SCHOOLS

50,054	Admiral Lord Nelson	0	0		0
14,251	City of Portsmouth Boys	2,235	0		2,235
5,962	King Richard	342	0		342
(132)	Mayfield	(35,270)	0		(35,270)
16,961	Miltoncross	0	0		0
21,066	Priory	0	0		0
101,978	Springfield	(43,921)	0		(43,921)
472,218	St Edmunds RC	813,666	738,666	500,000 New classroom block project 36,448 Artificial Pitches Project (MUGA/3G) 130,000 SI Unit/New Reception 72,218 Sports Hall/Dance Studio Project	75,000
682,358	Total Secondary	737,052	738,666		(1,614)



Balance as @ 31/03/2014		Balance as @ 31/03/2015	Spending Plan	Description of Plan	Projected Balance
SPECIAL SCHOOLS					
126,182	Redwood Park	80,037	0		80,037
1,731	Harbour	7,235	0		7,235
35,367	Willows Nursery	25,490	0		25,490
163,280	Total Special	112,762	0		112,762
SUMMARY					
1,347,084	Primary Schools	1,730,655	1,101,227		629,428
682,358	Secondary Schools	737,052	738,666		(1,614)
163,280	Specials Schools	112,762	0		112,762
2,192,722		2,580,469	1,839,893		740,576

Agenda Item 8



Portsmouth
CITY COUNCIL

Agenda item:

Title of meeting: Schools Forum
Date of meeting: 15th July 2015
Subject: Childcare sufficiency
Report from: Di Smith, Interim Director of Children's Services
Report by: Catherine Kickham
Wards affected: All Wards
Key decision: No
Full Council decision: No

1. Purpose of report

1.1. This report updates Schools Forum with the local authority progress in meeting the childcare sufficiency duty related to funded 2 year olds

2. Recommendations

2.1. It is recommended that Schools Forum:

2.1.1. note the progress in expanding the sufficiency of 2 year old places.

2.1.2. agree the allocation of £51,000 from the 2014-15 carry forward to be used to continue the expansion of the 2 year old provision in the city.

3. Background

3.1. In September 2014 the Government extended statutory duties on local authorities to ensure sufficient early education and childcare. The extension substantially increased the provision of free funding for eligible 2yr olds (1200 children in Portsmouth).

3.2. Trajectory funding was allocated to Portsmouth to 'grow the market', supporting both extension of places and quality improvement with capital allocated for buildings.

3.3. A task and finish 'Childcare Sufficiency Advisory Group' oversaw the allocation of 2 year old trajectory funding to support the development of childcare places.

4. Progress

4.1. For the financial year 2014-15 Schools Forum agreed a spending plan for the trajectory funding of £780,000 allocated to sufficiency grant awards, communications

and workforce development. At year end £51,000 was carried forward from the initial allocation.

Grant awards

4.2. The Early Support Childcare Development Team has successfully worked in partnership with providers in the private, community and statutory sector to extend existing capacity and develop sustainable business proposals. At the end of March 2015 the Council had awarded funding and supported the development of 1019 new childcare places across the City. Achievements include:

- Extended existing high quality provision at 25 sites across the City, details in Appendix A
- Refurbished community venues with new provision at 4 sites
- Advanced plans for new accommodation at Manor Infant School
- Lease of unused PCC leisure building in Southsea to new childcare provision
- New childcare accommodation as part of the Northern Parade School development plan
- Increase the number of childminders offering free early education places across the City by 40

4.3. Details of all new childcare places created between 2012 and 2015, by Children's Centre area, are shown in Appendix A.

Quality improvement

4.4. The most recent Ofsted profile data (Dec 2014) shows that the % of childcare providers judged 'good or better' by Ofsted is above national average:

	England	Portsmouth	Difference
All provision	83	85	+2
Childminders	81	82	+1
Non domestic premises	86	88	+2

4.5. The Spring Early Year's Census showed that, of those accessing a provision with an Ofsted judgement, 82% of funded 2 year olds and 83% of funded 3 and 4 year olds were accessing a 'good or better' setting.

5. Next steps

5.1. Although there is sufficient childcare to meet demand, there are some areas of the City where parents are not always able to access their first choice of childcare. These remain a priority for support with focus on enabling the market to identify and access external funding which can be used to make best use of existing accommodation.

5.2. The Spring Childcare Sufficiency Audit identified a 'healthy' number of vacancies for free early education places across the City. Parents are not always able to access their first choice of childcare in such areas as Fratton, Paulsgrove and Somerstown &

Portsea which have few vacancies. In both Fratton and Paulsgrove new provision opening in the autumn term 2015 is expected to meet demand.

- 5.3. Full day care places are limited across the City. As the economy continues to grow the local authority will increase its work with the childcare market to respond to the growing need for full day care provision in the areas of most demand.
- 5.4. Schools Forum is asked to agree the allocation of £51,000 to the childcare sufficiency agenda. This allocation will be used to further extend capacity and ensure quality childcare across the city. It will fund a childminder recruitment and retention campaign, support schools to introduce 2 year olds into nursery class provision and workforce development.

Early Education Funding Review

- 5.5. The existing formula for funded 2yr olds was introduced when Portsmouth became a first wave pilot in 2006 and continued with the national introduction of funding in 2011. The statutory 'single funding formula' for 3 and 4 year olds was introduced in 2010. Neither has been reviewed during this period.
- 5.6. Following the General Election, the Government has committed to the following early education funding initiatives:
 - The introduction of extended free entitlement for some 3 and 4 year olds
 - A review of the current funding allocation to local authorities
 - Establishment of a 'ministerial childcare task force' to drive making appropriate cross government links, chaired by the DWP minister to drive greater parental employment.
- 5.7. With this in mind, it is recognised that funding may need to be reviewed so that Portsmouth is best placed to meet the changing environment. We await further guidance from the DfE.

6. Reasons for recommendations

- 6.1. Current arrangements for planning and funding the extension of early years places have delivered sufficient places, are recognised by external and internal partners as robust and comply with Government direction and Schools Forum guidance. The proposed programme will enable the local authority to meet its duty to secure sufficient places for the long-term.

7. Equality impact assessment (EIA)

- 7.1. This report does not require an Equality impact Assessment as the proposal does not have any impact upon a particular equalities group.

8. Legal implications

- 8.1. The City Council's statutory duty to secure prescribed early years provision free of charge is set out in section 7 of the Childcare Act 2006 and in Regulations made under that section.
- 8.2. There are no legal implications arising from the recommendation in this report.

9. Director of Finance's comments

- 9.1. The report sets out the progress made by the Childcare Development Team in expanding the provision of free 2 year old places within the city using the trajectory and capital funding allocations in previous years.
- 9.2. At the end of 2014-15, there was an underspend on the 2 year old trajectory funding budget which has been brought forward into 2015-16 as part of the £4.585m carry forward. The report proposes that £51,000 is allocated from the carry forward balance to enable the service to continue to expand the provision for 2year olds in 2015-16.
- 9.3. The DfE will allocate specific revenue funding for the 2 year old places from 1 April 2015 on a participation basis, using data from specific census counts.

.....
Signed by: Di Smith, Interim Director of Children's Services

Appendices: Appendix A - Childcare places created

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

.....
Signed by:

Appendix A - Childcare places created

Development site	Number of places created	Children's Centre Reach Area
Flying Bull Primary School	24	Buckland
Noah's Ark Nursery	30	Fratton
Bunny Warren	37	Fratton
Little Learners	48	Fratton
Manor Infant School site	24	Fratton
Westover Pre-School	16	Milton, Baffins and Cumberland
Langstone Pre-School	48	Milton, Baffins and Cumberland
Stacey Centre	48	Milton, Baffins and Cumberland
All Aboard Pre-School	24	Northern Parade and Stamshaw
Mountbatten Centre site	48	Northern Parade and Stamshaw
Tops @ Lakeside	61	Paulsgrove
Highslope Community Hall	48	Paulsgrove
Paulsgrove Baptist Church	48	Paulsgrove
Portsdown School	40	Portsdown, Drayton and Farlington
Mulberry Court Pre-school	48	Portsdown, Drayton and Farlington
YMCA - Portsea Day Nursery	50	Somerstown and Portsea
Leapfrog @ Merlin Centre	90	Southsea and Brambles
The Brambles Daycare	48	Southsea and Brambles
Minibugs Pre-school	48	Southsea and Brambles
Dysart - Canoe Lake Nursery	49	Southsea and Brambles
Izzies Nursery	20	Willows and North End
Alphabet Corner	20	Willows and North End
Binstead Childcare Service	40	Willows and North End
Little Sunbeams Pre-school	30	Willows and North End
St Nicholas Pre-school	32	Willows and North End

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Report to: Schools Forum

Subject: School Term Dates

Date of meeting: 15 July 2015

Report from: Di Smith, Interim Director of Children's Services

Report by: Mike Stoneman, Strategic Commissioning Manager

Wards affected: All Wards

Key decision: No

Full Council Decision No

1. Purpose of report

- 1.1 The purpose of this report is to provide Schools Forum with an information paper about the Government's Deregulation Bill which was given Royal Assent on 25 March 2015. All schools will be able to set their own term dates when schedule 16 of the Act comes into force. However, the Government would still expect schools to work with each other and the local authority as appropriate to ensure coordination is in place for 2016/17 and beyond
- 1.2 The paper sets out the Council's intention to continue to consult with schools over future term dates, and to publish these dates together with the names of the schools that will be following them.

2. Recommendation

- 2.1 It is recommended that Schools Forum:
 - a) Note the content of the report and feedback to their representative groups, encouraging the continuation of the current process for setting school term times.

3. Background

The change in legislation and its implications

- 3.1 It is anticipated that, as from September 2016 under the Government's Deregulation Bill, all schools will be able to set their own term dates and would not have to accept the terms dates set by local authorities. These form part of the Government's plans for more school autonomy.
- 3.2 Although giving schools more flexibility around the length of their terms, it is recognised that parents with children in different schools would still expect local schools to agree common dates so that families could plan holidays together. Schools would still have to operate within a legal limit of a minimum of 190 school days each year.
- 3.3 It is proposed that Portsmouth City Council will continue to consult with schools over future term dates, and publish these dates together with the names of the schools that will be following them. It will be expected that if schools are changing their term dates that they will advise the Local Authority accordingly and publish their dates on their website.

The current process for agreeing term dates for LA maintained schools

- 3.4 In December each year the Council receives confirmation of the term dates that Hampshire County Council have sent to their schools for consideration for the particular academic year. This is also sent to West Sussex, Isle of Wight and Southampton Local Authorities. Sometimes there are multiple choices of suggested dates and other times not
- 3.5 Until 2014, the Local Government Association (LGA) Standing Committee on the School Year used to make recommendations for term and holiday dates across the country. Local authorities did not have to abide by the recommendations of the LGA but officers of Portsmouth City Council have always been in agreement that supporting this move towards a nationally agreed pattern which permits local flexibility is the best route towards harmony and coherence in the establishment of dates. One of the main strengths of the LGA Standing Committee on the School Year was the participation and agreement of the national executives of all main teacher professional associations.
- 3.6 Following consultation by Hampshire County Council with HCC schools, the Council is notified in March when the Hampshire dates have been ratified and a letter is then sent to Portsmouth schools asking them to agree to the term dates or stating their preferences if there are options. They are also advised of which set of dates HCC schools have agreed to.
- 3.7 Once all responses are received, these are collated and the information added to MIS (Members Information Services) detailing any comments received from the schools. When there are multiple calendars to choose from, the majority vote is proposed.

3.8 If there are no responses following submission in MIS, then the dates are published as agreed. Confirmation is sent to schools via the schools bulletin and dates are added to the website. The website is clear in stating that the published dates are for Local Authority Schools and that Voluntary Aided Schools, Foundation Schools and Academies may vary their term dates slightly. They are required to have at least 380 half-day sessions (190 days) in each school year - but parents are asked to check directly with their school for further details on term dates and teacher training days. A list of Academies, Voluntary Aided schools and Foundation schools is provided on the web page.

4. The implications of not following a co-ordinated process for term times

4.1 It is highly recommended that a co-ordinated and consistent process continues to be followed in Portsmouth. There are a number of implications should this not be the case. They can be summarised as follows:

- **Families** - where a family has children attending schools with different term dates this may give problems in terms of child care
- **Individuals on term time only contracts** - many people in the City are employed on term time only contracts. For the same reason above, this is likely to cause significant difficulties for those parents who have children at different schools
- **Impact on public services** - many parents and carers are employed in the public sector carrying out essential services on behalf of Portsmouth's residents. A fragmented and inconsistent process for setting school term dates may impact on services due to the child care issues described above
- **PCC Web site** - PCC publish the term start/end dates on the web site. There will be a maintenance issue if all or a majority of schools set their own dates
- **Pupil information** - currently term dates are set for all schools as part of the standard end of year processing in the Local Authority's pupil database - Capita ONE. The process will have to be modified to allow for different dates for different schools.
- **School MIS systems** - it is likely that schools will have to make changes to their own MIS systems if term structures are altered.

5. Arrangements for 2016/17

5.1 The Council has already consulted with all schools and academies in Portsmouth on the proposed 2016/17 term dates. The dates align with those proposed for both Hampshire and Southampton. They are as follows:

Autumn Term 2015

5 September - 21 October
31 October - 16 December

Spring Term 2016

3 January - 17 February
27 February - 7 April

Summer Term 2016

24 April - 26 May
5 June - 25 July

- 5.2 The Council received only 17 responses (half the normal response rate) all of which are in agreement with the dates. The dates have subsequently been published via MIS and have been confirmed with schools.

6. Legal Services' comments

- 6.1 Section 66(5) of the Deregulation Act 2015 makes provision for the reduction of burdens relating to schools in England. These are set out in schedule 16. Paragraph 3 of this schedule will amend section 32 of the Education Act 2002 to give responsibility for fixing dates of terms and holidays to Governing Bodies. Currently this responsibility rests with the Local Authority in relation to maintained schools.
- 6.2 The above provision has not yet come into force but will do so on a date to be appointed. In the meantime, the Local Authority should continue to fix term dates and holidays in accordance with their established procedures.
- 6.3 The recommendation in this report is for noting the legislative changes and to enable the Schools Forum members to feedback to their representative groups.

7. Finance comments

- 7.1 There are no direct financial implications arising from the recommendations within the report.

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Signed by: Di Smith, Interim Director of Children's Services

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

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