



NOTICE OF MEETING

SCHOOLS FORUM

WEDNESDAY, 13 FEBRUARY 2013 AT 4.30PM

CONFERENCE ROOM A - 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
Three head teacher representatives - secondary phase
One head teacher representative - special phase
Two academy representatives
Eight governors

Non School Members

Three Councillors 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 Minutes of the Previous Meeting and Matters Arising (Pages 1 - 10)

4 AMS Matters (Pages 11 - 14)

Purpose

The purpose of this report is to inform the Schools Forum of the following:

- a) Transfer of AMS to Housing & Property Services
- b) Delivery of 2013 Capital Projects
- c) Major Emergency Repairs & Maintenance (CERA) funding update
- d) AMP Programme for 2013/14
- e) Salix funding for Energy Projects
- f) Radon testing in schools
- g) Property database update

RECOMMENDED that the Schools Forum note the content of this report.

5 Pupil Premium and Year 7 Catch Up Premium - 2013/14 (Pages 15 - 16)

Purpose of report

The purpose of this report is to inform and update the Schools Forum regarding the levels and arrangements for 'Pupil Premium' and 'Year 7 Literacy and Numeracy Catch-Up Premium' in 2013/14

RECOMMENDED that the Schools Forum note this report.

6 Two Year Old Funding (Pages 17 - 22)

Purpose

This report outlines the proposed arrangements for the use of the new funding stream for 2 year olds, contained within the Dedicated Schools Grant, to support the 2 year old programme.

RECOMMENDED that the Schools Forum note the new funding streams and agree proposed arrangements including:

- Continued place funding at £4.85 per hour, for a maximum of 15 hours a week for 38 weeks
- The proposed use of trajectory funding as set out in paragraph 5.2.

7 Schools Budget 2013-14 (Pages 23 - 36)

Purpose

1. Under 'The School and Early Years Finance (England) Regulations 2012, the local authority must not later than 15th March 2013:
 - a. Make an initial determination of their schools budget; and
 - b. Give notice of that determination to the governing bodies of the schools they maintain.
2. The Department for Education (DfE) also required local authorities to submit their school funding pro-forma to them by the 22nd January 2012.
3. The purpose of this report is therefore to

- a. provide Members with details of the Dedicated Schools Grant for 2013/14 announced by the on 19th December; and
- b. Inform Schools Forum of the initial determination of the schools budget for 2013/14 and seek their agreement to this and the other appropriate approvals required.

RECOMMENDED that the schools forum:

- a. Note the estimated Dedicated Schools Grant funding available for 2013/14 of £129.791m (Including Academy funding).
- b. Agree that any carry-forward balances from 2012-13 be used to assist with the continued introduction of the funding reform changes and fund any potential financial pressures arising during 2013-14.
- c. Acknowledge the new responsibilities and potential budget pressures for 2013-14 in paragraphs 15 to 21.
- d. Agree the schools budget as set out in Appendix 1, including the central expenditure budget.
- e. Endorse the school funding pro-forma at appendix 2 (as submitted to DfE on the 22nd January). *
- f. Agree that there will be will be no significant changes to the formula or rates used to fund early years provision for three and four year olds in maintained nursery schools, nursery classes in maintained schools and early years providers for 2013-14. Noting the adjustment to the lump sum. *
- g. Agree the proposed place provision for the Special Schools, Resourced Units and Alternative Provision included in the table at paragraph 37.
- h. Endorse the indicative top-up rates, included within the report for the Special Schools, Resourced Units and Alternative Provision in the tables at paragraph 27, and agree that following the internal moderation process, officers can finalise the top-up rates and circulate these to Schools Forum Members and Schools.
- i. Agree a one-off funding allocation of £220,000 in 2013-14 for Hospital Tuition, with a review of these arrangements during the year to ensure future sustainability.
- j. Note the composition of the Notional SEN Budget set out at paragraph 38.

* For these items only School Members (including early year's providers) are permitted to vote

8 Ensuring there are sufficient Primary School Places 2013-2016 (Pages 37 - 40)

Purpose

This paper, Ensuring there are Sufficient Primary School Places 2013-2016, sets out the background to the acute shortage in school places in the primary sector in Portsmouth as a result of the growing child population, and the plans that are recommended to address the shortfall.

Due to the fact the forecasts show that pupil numbers will remain high for the foreseeable future, temporary accommodation is not regarded as an appropriate or sustainable solution. The majority of the proposals are therefore seeking a permanent increase in pupil places. This is largely being achieved by making use of existing space in schools with some limited new build.

RECOMMENDED that the Schools Forum endorse the need to expand Primary School places and note the investment of circa £5M that the Council will make over the next three years to address the shortfall.

9 Schools Capital Modernisation Programme 2013-14 (Pages 41 - 44)

Purpose

The purpose of this report is to provide the Schools Forum with an update of the Council's Schools Capital Modernisation Programme 2013/14 and to determine the methodology that should be used to secure a contribution from schools that are included in the programme. This year's capital programme which will address urgent condition issues is due to be approved by Members on 12 February 2013 and it is expected that schools receiving capital funding will contribute to the majority of approved projects.

A summary of the condition projects is set out in Appendix 1.

RECOMMENDED that Schools Forum:

- **Endorse the Council's £1.8m Schools Modernisation Capital Programme 2013/14**
- **Approve Option 1 for calculating a school's contribution to a capital scheme, as set out in section 4 of the report**

10 Any Other Business

Agenda Item 3

Schools' Forum

Minutes of the meeting held on 12th December 2012 at the Civic Offices

Attendance

Members:

Suzy Horton
Bruce Marr
Mark Mitchell (Chair)
Jayne Pratt
Steve Sheehan
Justeen White
David Wilson

Representative:

Gov – Primary
Gov - Secondary
Gov – Special
Gov – Nursery
Gov - Primary
Gov – Secondary
Gov – Primary

Alison Beane
Lynn Evans
Mike Smith
Karen Stocks
Sue Wilson

HT – Special
HT – Secondary
HT - Secondary
HT – Nursery
HT - Primary

Observers:

Cllr Rob Wood

Cabinet Member

Officers:

John Bean
Eric Bell
Mike Stoneman
Di Mitchell
Maria Smith
Richard Webb
Chris Ward
Julian Wooster

Head of Maintenance
Commissioning Manager
Commissioning Manager
Head of Education
Senior Accountant
Finance Manager
Head of Finance & S.151 Officer
Strategic Director

Item		Action
1.	<u>Apologies:</u> Tom Blair, Cllr Ken Ferrett, David Jeapes, Sarah Sadler, Cllr Lynne Stagg, Cllr Neill Young.	
2.	<u>Declaration of interests:</u> It was confirmed that there were no conflicts of interest to items on the agenda. Members were reminded to return their outstanding declarations. Richard Webb will be chasing any outstanding declarations.	All RW
3.	<u>Minutes and Matters Arising from last meeting on 24th October 2012</u> David Wilson sent his apologies for the meeting which was not noted in the minutes.	

Actions from 3rd October 2012 meeting:

Funding for Exceptional Pupil Numbers. Criteria to define 'significant and sustained increases' need to be determined with regard to additional funding being made available to schools. This is addressed later on the agenda.

Schools Forum Constitution. Richard Webb confirmed that a sentence has been inserted into the constitution to state that membership will be reviewed regularly to reflect the number of academies in the city.

AMS Matters. John Bean contacted schools to find

- 2/3 head teachers to assist with the Repairs and Maintenance SLA
- 2/3 bursars to assist with the Managing School Premises guide
- 2 further head teachers to assist with the catering SLA

Richard Webb updated Schools Forum on the cost of out of city placements. At the time of the last meeting there was a forecast overspend. However the cost of packages is changing and the average cost as at October was c.£57k and the over spend has now reduced.

Action: Richard Webb to circulate details.

RW

Any Other Business. An initiative has been put together by the community, police and lifeguards where they are trying to make children aware of the dangers of tombstoning and develop water safety advice and materials. Julian Wooster was requested to contact primary schools to ask if any are willing to assist with the production of new material appropriate for use in schools.

Action: Julian Wooster to check if this has been done.

JW

School Funding Reform. Richard Webb and Eric Bell to arrange attendance at a future governors meeting to update on the funding reforms. A presentation was made to Governors Forum on 4th December.

School Funding Reform. Richard Webb to bring back further modelling of permanent exclusions to the December meeting. This is addressed later on the agenda.

4. Budget Overview (PCC)

Chris Ward presented a paper detailing the latest headlines re the budget for 2013/14 and the future outlook.

Current year savings of £7.8m have been made almost entirely through efficiencies. Scope for future efficiencies is limited and service cuts are inevitable.

Current financial forecasts require £27m of savings (£56m cumulatively) over the next 3 years.

Budget proposals for 2013/14 and future years are:

- 2013/14 £15m (£17m in full year)
- 2014/15 £5m (subject to revision in Feb 2013)
- 2015/16 £5m (subject to revision in Feb 2013)

Future year's savings requirements are likely to increase as a result of further spending cuts from Government.

Schools Forum noted the report.

5. AMS Update

John Bean gave a verbal report updating Schools Forum on current AMS issues. The Asset Management Service has now been incorporated into Housing and has become Housing and Property Services. The Head of Service is Owen Buckwell. It is anticipated that the merger will generate savings.

Schools Forum noted the report.

School Funding Reform

Richard Webb presented a report in order to ensure that (a) schools forum is consulted on the changes to the schools funding formula, (b) provide a further update on the progress being made towards implementing the requirements of the school funding reform, and (c) seek the appropriate approvals required.

Overview of the High Needs Block

The new funding mechanism refers to pupils and students requiring high levels of specialist provision as high needs pupils and students. There is no specific definition of 'high needs', however for the purposes of funding, pupils and students with high needs, are those who need educational provision that costs more in total, (including the basic provision given to all pupils and students) than £10,000 per year.

The funding within the high needs block will be used to support a range of items including:

- delegated budgets of special schools;
- centrally funded provision for individual pupils;
- SEN support services
- independent special school fees
- commissioned pupil referral services
- education out of school
- central budgets
- post 16 SEN funding

Schools Forum noted:

- a) the elements of funding within the high needs block in paragraph 5.

Delegation of funding for SEN in Mainstream schools

Additional funding will be allocated to mainstream schools and Academies in relation to support for pupils with statements that was previously held centrally by the Council. This additional funding will form part of the Notional SEN budget, from which mainstream schools and Academies will be required to provide a 'local offer' of teaching and learning for all pupils including those with high need. Mainstream schools and Academies will be required to contribute the first £6,000 of the additional support costs.

The Council proposes to use the additional flexibilities available in order to target additional funding, in exceptional circumstances, to schools and Academies. This additional funding will be targeted to where the funding, allocated through the funding formula, does not adequately reflect the number of pupils with statements within the school.

Based on the financial modelling and the feedback from the funding working group, it is proposed that funding of £731,000 will be allocated in 2013/14 as follows:

- 51% of the available funding will be allocated on a per pupil basis through the 'Basic Per Pupil Entitlement' factor within the funding formula, to ensure all schools receive additional support towards the Notional SEN budget.
- 49% of the available funding will be targeted, in exceptional circumstances, to the schools and academies with a higher proportion of 'low incidence high cost statements'. The criteria for this allocation is based on the percentage of pupils with these statements compared to the Number on Roll (NOR):

% of pupils with low incidence high cost statements compared to NOR	Primary Schools indicative additional funding per pupil with a low incidence high cost statement £	Secondary Schools indicative additional funding per pupil with a low incidence high cost statement £
Over 1.4%	700	800
Over 1.75%		1,200
Over 2%	1,700	1,550
Over 2.25%		1,800
Over 2.5%	1,950	2,050
Over 3%	2,200	
Over 3.5%	2,600	

Concern was raised that no additional funding would follow children who were admitted to school mid year. Under the new arrangements funding will be delegated to schools and they will now be responsible for managing their SEN budgets in order to meet the needs of pupils in their schools, including those who transfer mid year. It was highlighted that if a child was entitled to 'top-up' funding (i.e. they had a cost of over £10,000) this would follow mid-year admissions.

An issue was also raised over whether academies would take SEN pupils. It was confirmed that academies should take SEN pupils and that if there is a dispute then ultimately the Secretary of State makes the decision.

Schools Members agreed:

- b. to the proposal for allocating additional funding for SEN in mainstream schools from the High Needs Block as detailed in paragraph 9. (9 Members agreed, 1 abstention).**

Specialist SEN settings

The indicative top-up rates for the special schools and resourced units for 2013-14 are as follows:

Special Schools

	Redwood	Cliffdale	Willows	Mary Rose	Harbour
Band A	18,269	18,822	22,004	19,886	20,134
Band B	9,764	10,317	13,499	11,381	11,629
Band C	8,091	8,644	11,826	9,708	9,956
Band D	6,712	7,266	10,448	8,330	8,577
Band E	4,991	5,545	8,726	6,609	6,856
Band F	2,621	3,174	6,356	4,238	4,486
Band G	1,793	2,347	5,529	3,411	3,659
Band H	294	847	4,029	1,911	2,159

Resourced Units

Unit Type	2012/13 Place Value	2012/13 Average AWPU	Total Funding 2012/13	Indicative 2013/14 'Top-up' funding
Nurture and Assessment	5,829	3,105	8,934	0
Hearing Impairment (Infant)	7,246	2,855	10,101	101
Hearing Impairment (Junior)	7,246	2,747	9,993	0
Language Impairment (Infant)	9,876	2,855	12,731	2,731

Language Impairment (Primary)	9,141	2,793	11,934	1,934
Autistic Spectrum Condition (Primary)	15,683	2,793	18,476	8,476
SEBD *AP provision £8k place value	11,845	2,793	14,638	6,638

Comments were made regarding the fact that the special school profile is shifting upwards. For example the number of Band A pupils at Mary Rose has increased significantly year on year. Eric Bell stated that the DFE would possibly be introducing a national banding formula in 2015/16. If this did not happen we would adopt the South East 7 banding formula. As there was no new money it was felt that for short term stability it made sense to retain equivalence of funding.

Schools Members:

- c. **Endorsed the indicative top-up rates for 2013-14 for Special Schools and Resourced Units as detailed at paragraph 18. (All 10 members agreed).**

Behaviour Support Funding

At the schools forum meeting on 24th October, Members unanimously agreed to the de-delegation of the Behaviour Support Funding from mainstream schools for 2013-14. The elements of the behaviour support provision are detailed below.

	Multi Agency Behaviour Support Service	Targeted Mentoring Support Service	Fair Access Protocol	Total
Early Years	£32,000	£0	£0	£32,000
Primary	£393,000	£0	£4,000	£397,000
Secondary	£162,000	£168,000	£55,000	£385,000
Special	£24,000	£30,000	£0	£54,000
Total	£611,000	£198,000	£59,000	£868,000

Having modelled various options and following discussions with the working group it is proposed that the values above for Primary and Secondary schools are allocated via the Basic Per Pupil Entitlement and FSM on a 50/50 split.

The delegation to special schools will be on a per pupil basis via the top-up element of their funding and the Harbour School will offer a service to these schools through an SLA, to allow them to purchase the behaviour support services. The early year's element will be managed centrally.

During 2013-14 schools will be required to indicate a preference as to the model of provision of these behaviour support services for 2014-15.

Schools Members agreed

d) to the proposal for allocating the behaviour support funding as detailed in paragraphs 20 and 21. (All 10 Members agreed).

Alternative Provision

The indicative top-up rate for 2013-14 for the alternative provision settings is expected to be £4,500. In addition schools will be expected to fund the additional transport costs from within the £6,000 Notional SEN budget.

Eric Bell confirmed that the costs of school transport would be met by schools.

It was confirmed that details would be brought to the next meeting of the number of places to be purchased.

Schools Members endorsed

e) the indicative top-up rate for 2013-14 for the Alternative Provision places as detailed in paragraph 24. (All 10 Members agreed).

Funding in cases of permanent exclusions

A local arrangement was proposed at the schools forum meeting on the 24th October 2012. Although the proposal was not accepted in full, the following principles were agreed in relation to funding in cases of permanent exclusion:

- There should be no perverse financial incentive to permanently exclude.
- That where the exclusion takes place prior to the October census in an academic year, the schools would repay the AWPU.
- That where the exclusion takes place after the October census in an academic year, that the school would repay the AWPU for that year and the following year.
- That the school would also repay a top-up in the first year, but that a decision on the amount to be repaid is delayed until further financial modelling is presented to Members at the next meeting.

The financial modelling provided within the report showed the impact of paying a top-up of £6,000, £4,500, £3,000 and £1,000.

Discussions took place over what was felt to be enough of a financial penalty when permanently excluding.

Mike Smith proposed that as there were such a small number of permanent exclusions in Primary schools that an option of £4,000 should be proposed.

Julian Wooster stated that the lower the penalty, the more funding that would need to be withheld from schools collective budgets.

Lynn Evans asked if a child was permanently excluded and move straight into another mainstream school whether the funding would go straight to the new school. This was confirmed.

Schools Members rejected

f. the proposal for funding of permanent exclusions as set out in paragraph 31. (i.e. a £6,000 top-up in addition to a pro rata element of the AWPU). (8 members voted against, 2 abstentions).

The following alternative proposal was put forward by Mike Smith:

- **Mainstream schools or academies will be required to pay £4,000 top up funding in addition to a pro-rata element of the AWPU for the current financial year.**
- **Where the exclusion occurs after the October Census, mainstream schools and academies will be required to pay the above, plus the full AWPU for the following financial year (except in years 2,6 and 11 where the pupil would be leaving the school).**

School Members agreed the above proposal for one year only and required that it be reviewed for 2014/15. (8 Members agreed, 2 Members disagreed)

Growth Fund

Funding for significant pupil growth for primary and secondary schools can now be retained centrally before the school funding formula is calculated.

Due to an inconsistency in the paper it was confirmed that a growth fund of £200,000 was being requested.

Schools Members agreed:

- g. to the principle that: *'growth funding will be allocated to schools where there is a significant and sustained growth in pupil numbers'* (All 10 Members agreed).**
- h. that for funding to be allocated to schools from the growth fund; the growth in the number of pupils must meet both of the following criteria:**
 - i. Significant' – Where the increase in the number on roll exceeds 10 pupils per year and this equates to 5% or more of the total number of pupils on roll.**

- ii. **'Sustained' – The 'significant' criteria has been met for both the current and previous academic year (All 10 Members agreed).**
- i. **that the 'one-off' allocation from the growth fund to schools who meet the above criteria, will be equal to 7/12ths of the 'Basic Per Pupil Entitlement' of the current academic year's increase in the Number of Roll. For secondary schools, the Basic Per Pupil Entitlement rate for Key Stage 3 will be used in the calculation (All 10 Members agreed).**
- j. **To endorse the indicative level of the growth fund for 2013-14 be set at £200,000 and be funded from a re-allocation of the contingency budget (All 10 Members agreed).**

7. Academy Transfers

Mark Mitchell and Jayne Pratt declared an interest in this item.

Mike Stoneman presented a report providing the Schools Forum with an overview of the academy conversion process, the responsibilities and obligations that apply to the Local Authority, including an indication of the resources needed to meet these requirements, and to inform of the proposal to secure a contribution from schools towards the Council costs associated with the academy transfer process.

It is recommended that the Council seek a contribution of £5,000 from a converter academy and full cost recovery from a sponsored academy, towards the costs associated with the academy transfer process.

It was estimated that the average cost of conversion for a sponsored academy was approximately £8,000.

It was recognised that the circumstances of individual schools can result in a significantly different cost to Local Authorities in the conversion process. For example where GM/Foundation schools convert they already own the land. Whereas if a school with a shared site converts it can be a costly challenge to resolve.

It was questioned whether or not sponsors will pay the Local Authority costs. In the one example that PCC has, the sponsor was happy to contribute.

Schools Forum approved the recommendation, that the Council seek a contribution of £5,000 from a converter academy and full cost recovery from a sponsored academy, towards the costs associated with the academy transfer process. (6 Members agreed, 2 abstentions).

8. Any Other Business

None.

Dates of Future meetings

(all Wednesdays, 4.30pm – 6.30pm, to be held in the Civic Offices)

13th February 2013 – Budget setting

24th April 2013

17th July 2013

***Schools Forum members - please contact Richard Webb
(023 9284 1203) if you would like to add any items to future agendas.***

Agenda Item 4

Agenda item:

4

Report to: Schools Forum
Subject: AMS Matters February 2013
Date of meeting: 13th February 2013
Report by: Susan Whitehouse, Education Business Partner

1.0 Purpose

1.1 The purpose of this report is to inform the Schools Forum of the following:

- a) Transfer of AMS to Housing & Property Services
- b) Delivery of 2013 Capital Projects
- c) Major Emergency Repairs & Maintenance (CERA) funding update
- d) AMP Programme for 2013/14
- e) Salix funding for Energy Projects
- f) Radon testing in schools
- g) Property database update

2.0 Recommendations

2.1 It is recommended that the Schools Forum note the content of this report.

3.0 Transfer of AMS to Housing & Property Service

3.1 As a result of changes to the structure of PCC's senior management in 2012, AMS Design and Maintenance teams have transferred to the Housing Service – now re-named as Housing & Property Service.

3.2 The Head of Service for Housing & Property (HPS) is Owen Buckwell, telephone number 023 9283 4503, Education Business Partner for HPS and head of Design is Susan Whitehouse, telephone number 023 9283 4761 and head of Maintenance is John Bean, telephone number 023 9283 4761.

3.3 The AMS Helpdesk is also transferred and renamed as HPS Helpdesk – contact number remains the same – **023 9284 1311**. This number should be used for all queries relating to repairs and maintenance of school properties – including school kitchens and associated equipment.

- 3.4 The School Catering Contract is now managed by Christine Matchett, telephone number 023 9268 8663.

5.0 Delivery of 2013/14 Capital projects

- 5.1 Subject to the approval of this year's School's Capital Programme, HPS will be commencing detailed design and procurement of approved projects. Schools with capital projects are requested to give consideration to the programming of these works within school term time where practical.
- 5.2 Schools are also requested to inform HPS in good time of any projects that they are intending to carry out themselves in order that projects do not clash and that due consideration is given to CDM (Construction & Design Management) regulations. Schools are also reminded that landlord's approval is required before schools undertake any projects that affect or alter the following:
- The structure of the building
 - Electrical services installation
 - Heating services installation
 - Below ground drainage

The LLM approval template was re-issued to schools in July 2012 and is available on request.

- 5.3 Where projects are scheduled to take place during holiday periods, it is the responsibility of the school to ensure that all arrangements for contractors' access and premises security are adequate. This is for insurance purposes.

6.0 Major Emergency Repairs & Maintenance (CERA) funding update

- 6.1 Previously CERA (Capital Expenditure from the Revenue Account) funding was used to address priority health & safety, safeguarding and emergency repairs that fell outside of the norms of reactive repairs that schools would be expected to fund. However, due to changes in the Schools Revenue Funding, this now forms part of the funding directly delegated to schools. As a result, responsibility for these works will fall to schools unless they are included in the council's planned capital works.

7.0 Asset Management Plan (AMP) programme 2013/14

- 7.1 The AMP process is managed by HPS and for 2013 it is proposed that AMP meetings with schools will commence after the February half-term break and conclude by the end of the summer term.
- 7.2 The revised agenda introduced in 2012 will continue to focus on the key issues of sufficiency, suitability and condition and the data and information from these meetings will be used to inform the annual prioritisation of capital bids for schools. This will also allow time for feasibility schemes to be prepared and schemes prioritised ready for the start of the 2014/15 Capital Bid submissions in October 2103.

8.0 Salix Funding for Energy Projects

- 8.1 This funding provides an interest free loan with no capital up-front expenditure for successful projects (with the exception of Photo Voltaic panels). Repayment of the loan is based on the expected energy savings.
- 8.2 Although the next phase of Salix funding is yet to be released, this item is intended to provide a timely reminder to schools that Alan Barber, HPS Energy Engineer, is available to assist schools with their application calculations (telephone 9283 4255) in readiness for early submission once dates are announced.

9.0 Radon Testing in Schools

- 9.1 Radon is a naturally occurring radioactive gas that can seep out of the ground and build up in houses and workplaces. This is now recognised as the 2nd largest cause of lung cancer in the UK behind smoking.
- 9.2 The Health Protection Agency has advised that they have produced a Radon atlas which has initially identified 17 schools across the city that will need to assess their Radon risks.
- 9.3 The HPA have indicated that the estimated costs for the installation of monitoring equipment will cost circa £200.00 per primary school and £400.00 per secondary school. Should high levels be discovered, the estimated costs for the installation of a mitigation system would be in the region of £5,000.00 per primary school and £10,000.00 per secondary school.
- 9.4 The monitoring installations will be arranged by HPS and schools invoiced for the works.

10.0 Property Database Update

- 10.1 The new online property database (Concerto) was previously reported to the Schools Forum in July 2012. The report noted that the database would be available to schools in September 2012 – regrettably this was a typographical error and should have read September 2103 in accordance with the project programme.
- 10.2 The project programme is on track for delivery as stated above and upon completion, schools will be able to view and download all key documents for their own schools including:
- Condition survey
 - All statutory servicing certificates
 - Asbestos Register
 - Fire Risk Assessment
 - Water (Legionella) Risk Assessment
 - Access audits
 - Project progress reports

Agenda Item 5

Agenda item:

5

Report to: Schools Forum

Subject: Pupil Premium and Year 7 Catch Up Premium - 2013/14

Date of meeting: 13rd February 2013

Report by: Julian Wooster – Director for Children’s Services

Written by: Richard Webb – Finance Manager

Purpose of report

1. The purpose of this report is to inform and update the Schools Forum regarding the levels and arrangements for ‘Pupil Premium’ and ‘Year 7 Literacy and Numeracy Catch-Up Premium’ in 2013/14

Recommendations

2. It is recommended that the Schools Forum note this report.

Premium Allocations

3. A new funding stream, Pupil Premium, was introduced in 2011/12 and was intended to provide additional support for specific pupils. The additional funding is given for children that receive free school meals in any of the last 6 years, Looked After Children and Children of Armed Forces personnel.
4. For 2013/14 eligibility for the premium relating to Children of Armed Forces personnel has been extended to include children whose parents have died in service and are in receipt of pensions under certain pension schemes. In addition, those children eligible for the Children of Armed Forces personnel premium in 2011-12 and/or 2012-13 who would otherwise no longer be covered by the premium will retain their eligibility in 2013-14.
5. A new Year 7 Literacy and Numeracy Catch-Up Premium (Year 7 Premium) has also been introduced in 2012/13. This provides a sum of £500 for each Year 7 pupil who has not achieved at least level 4 in reading and/or maths (maximum £500 per pupil) at Key Stage 2. The premium will be available to all state-funded schools with a Year 7 cohort, including PRUs and special schools. It is intended that schools will deliver additional tuition or intensive support in small groups, helping bring pupils up to speed so that they are more likely to succeed at secondary school. The funding will not be ring-fenced for catch-up activities. The first payment was due at the end of January. Whilst there is a commitment to ongoing funding the total funding will vary from year to year depending on the Key Stage 2 results each year. There is no indicative funding level provided at this stage for the local authority in 2013/14.

6. The per pupil values for 2012/13 have varied throughout the year. Shown below are the 2013/14 notified levels in comparison with the latest 2012/13 level, together with indicative funding values for the Authority.

Pupil Premium funding stream	Value per pupil £	Portsmouth Total £'000's
Free School Meals Children	900 (623)	6,831
Looked After Children (provisional)	900 (623)	177
Service Children	300 (250)	214
Total for 2013/14		7,222
Year 7 "Catch up" Support	500 (500)	n/a

7. Pupil Premium funding for both Free School Meals and Service children is allocated to Local Authorities and must be distributed to schools based on the January census data. The Free School Meals premium is to be applied to children on roll that have received free meals within the past 6 years. This information is provided by the DfE and is verified by schools before the funding can be allocated.
8. Global allocations of funding for Looked After Children (LAC) are calculated differently and are based on the number of children who were in care for more than six months during the preceding financial year, therefore allocations will never exactly match the incidence in any year. The DfE has not specifically prescribed criteria for allocating funding to individual schools, and the Schools Forum have agreed to use the same basis as other funding streams i.e. based on the number of LAC pupils on roll at the January census date.
9. This would include providing funding, where appropriate, to schools outside of Portsmouth, if we have a child placed in a non-city school. It should be recognised that actual allocations to schools will not exactly match the global allocation each year and it is proposed that any shortfall or surplus should form part of the DSG balances.
10. Year 7 catch-up funding will initially be allocated on 2012 provisional Key Stage 2 data for those pupils in the current Year 7 cohort who did not achieve level 4 in reading and/or maths. Funding will then be allocated to the school where these pupils are in Year 7, based on autumn census information provided by schools.
11. In general the DfE identify the overall funding to be transferred to the Local Authority and transfer that in quarterly instalments. Once the DfE have confirmed the amounts for each school this is transferred to the school. Generally the sum for the whole year is transferred to the maintained school so that the school does not have to wait until the cash is received by the Local Authority.

Conclusion

12. Pupil Premium funding rates have been confirmed but the actual funding levels for the local authority and schools will not be available until the data returns have been analysed by the DfE. Funding will be transferred to schools once the DfE have confirmed the individual school amounts and these have been agreed to the fund transfer notification.

Agenda Item 6



Portsmouth
CITY COUNCIL

Agenda item:

6

Report to: Schools Forum

Subject: 2 Year Old Funding

Date of meeting: 13th February 2013

Report by: Julian Wooster – Director for Children’s Services

Written by: Catherine Kickham - Early Support Commissioning Manager

1. Purpose of report

- 1.1. This report outlines the proposed arrangements for the use of the new funding stream for 2 year olds, contained within the Dedicated Schools Grant, to support the 2 year old programme.

2. Recommendations

- 2.1. It is recommended that the Schools Forum note the new funding streams and agree proposed arrangements including:
- continued place funding at £4.85 per hour, for a maximum of 15 hours a week for 38 weeks
 - the proposed use of trajectory funding as set out in paragraph 5.2.

3. Background

Current Arrangements

- 3.1. As at January 2013 Portsmouth provides 240 free early education places for the most economically deprived 2 year olds. This meets the Department for Education target of 240 places by 31 March 2013.
- 3.2. Current funding for 2 year old provision is £524,900, which forms part of the core Early Support Service budget, funded by the local authority’s allocation of the ‘early intervention grant’.

3.3. The eligibility criteria which provide access to free 2 year old places are:

(1) All families **MUST** be in receipt of one or more of the following nationally prescribed criteria:

- Income support (IS)
- Income based job seekers allowance (IBJSA)
- An income related employment and support allowance
- Child Tax Credit provided you are not entitled to Working Tax Credit and have an annual income (as assessed by Her Majesty's Revenue and Customs) that does not exceed £16,190
- Support under part VI of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- A Looked After Child referred via the placement panel

(2) Additional local criteria which in Portsmouth includes family, parental and child characteristics (such as substance misuse, mental health issues and significant domestic violence)

Arrangements from April 2013

3.4. From 1 April 2013, 2 year old funding will form part of the Dedicated Schools Grant (DSG). Portsmouth has been allocated the following for 2013-14:

Places	Trajectory
£1,783,665	£700,219

3.5. The places funding of £1,783,665 is intended to fund the DfE target of 617 places by March 2014, whilst the trajectory funding of £700,219 is to support market growth and infrastructure.

3.6. The funding provides for 15 hours per placement (currently 10 hours) thereby extending provision and bringing forward a statutory duty to secure 570 hours of free early education for eligible two year olds from September 2013. New legislation - *The Local Authority (Duty to Secure Early Years Provision Free of Charge) Regulations 2012* - is now in place and replaces previous legislation. The DfE has confirmed that eligibility criteria from September 2013 will include:

- Children in families eligible for free school meals
- Children who are looked after

and is intended to provide places for 20% of 2 year-olds.

The DfE is also consulting on eligibility criteria for the second phase of delivery, from September 2014, intended to extend provision by a further 20%.

3.7. The local authority is expected to manage change through market levers such as:

- Information to parents about quality provision
- Funding for places to incentivise and sustain quality
- Funding for stimulating growth (e.g. small refurbishments and new start up funding)
- Training and support for providers

4. Places funding

4.1. For 2013-14 it is proposed to continue to fund each place at £4.85 per hour for a maximum of 15 hours a week for 38 weeks. This figure remains broadly in-line with other local authority rates across the region. The Government has indicated an intention to make data available to the public which will outline the local authority funding allocation and the percentage which has been made available to providers for the delivery of places.

4.2. In order to achieve the 257% growth in places for 2013-14 it is recommended that the base rate remain the same.

£4.85ph x 15hrs x 38 weeks x 617 pupils	£1,705,696
	£1,705,696

4.3. It is crucial that the target numbers are achieved in 2013-14 because these numbers will form the baseline for future funding calculations. If the local authority fails to achieve these numbers, subsequent funding allocations may be reduced.

4.4. In order to achieve these targets, the council will need to support and challenge delivery and infrastructure. It is therefore proposed that £79,000 is used to ensure the programme delivers sufficient places of the highest quality. This will pay for the resources to target settings both with regard to capacity and quality improvement.

5. Trajectory funding

5.1. One-off trajectory funding has been allocated to local authorities to enable them to meet the target for growth in numbers in their area. The DfE has not outlined detailed expectations for spend but have made clear that local authorities must ensure it is used to meet the target growth in numbers required for 2014-15.

5.2. Case studies from the 2012-13 programmes (Southampton, Merton & Sutton, Doncaster and Hertfordshire) together with analysis of local data and needs have been used to identify challenges and inform our plans.. Challenges include the lack of appropriate accommodation in many areas, the readiness and confidence of the workforce to support the growth of places for these two year olds and the resources

the authority has to deliver the growth targets by 2014. In the light of this, the proposals for trajectory funding usage are:

- a) **Workforce development:** The implementation of training for 3 groups of practitioners; those new to 2 year old childminding, those extending their capacity and those continuing to deliver existing capacity. In the case of the latter group, the Continuing Professional Development includes Special Educational Needs work to meet the mandatory criteria which become effective from 1st April 2013..

New to childminding programme	£10,000
Existing providers programme	£10,000
CPD programme	£10,000
	£30,000

- b) **Market development:** a 3 fold approach is proposed including a grants scheme to support capacity building through incentivising growth, a parent's awareness raising programme and the capital investment in accommodation to meet growing demands. Investment in capital will allow the increase in capacity of existing provision, thus developing a more sustainable market longer-term (as opposed to creating new provision)

Grants programme	£80,000
Parents awareness raising programme	£40,000
Capital programme*	£550,000
	£670,000

* *Under the DSG regulations, the funding can not be used to fund capital expenditure by the Local Authority, but is available to make grants to PVI's enabling them to increase capacity.*

6. Early Education Funding Formula Review

- 6.1. The new regulations require the local authority to consult on changes to the funding formula for free early education entitlement. The National Audit Office report 'Delivering the free entitlement to education for three and four year olds' (February 2012) highlighted the complexity of some local formulae. Local authorities are, therefore, strongly encouraged to fund providers on the basis of a flat hourly rate for two year old places with no additional supplements. The 2 year old funding is a single base rate of £4.85 only.
- 6.2. It is proposed that a full consultation and review takes place from April 2013 with implementation in April 2014 and that the current rate remains until then.

- 6.3. Allocations for 2014-15 have not been announced; however the Department is considering the most suitable formula for allocating increased funding to local authorities to extend the entitlement provision from 20% to 40% of 2 year olds. It is the government's strong intention to reward local authorities who achieve high levels of take-up by moving to participation funding.

7. Capital Funding

- 7.1. In November local authorities received an additional capital resource allocation, £459k for Portsmouth. Whilst not ring fenced specifically, it was indicated that this might support the expansion of local authority premises where additional capacity for 2 year old places is identified as an issue. Any such allocation of capital resource will need to be fully justified to and approved by the City Council.

8. Conclusion

- 8.1 The current 2 year old funding rate of £4.85 per hour is affordable for the extended provision and will continue until a full review is completed at which point a new rate may be introduced. The £79,000 central funding will be used to help ensure sufficient places of the appropriate quality are available. An increased number of places will be generated to meet the new target of 617, increased from the current 240, by September 2013.

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Agenda Item 7

Agenda item:

7

Report to: Schools Forum
Subject: Schools Budget 2013/14
Date of meeting: 13th February 2013
Report by: Julian Wooster – Director for Children’s Services
Written by: Richard Webb - Finance Manager

Purpose of report

1. Under ‘The School and Early Years Finance (England) Regulations 2012, the local authority must not later than 15th March 2013:
 - a. Make an initial determination of their schools budget; and
 - b. Give notice of that determination to the governing bodies of the schools they maintain
2. The Department for Education (DfE) also required local authorities to submit their school funding pro-forma to them by the 22nd January 2012.
3. The purpose of this report is therefore to
 - a. provide Members with details of the Dedicated Schools Grant for 2013/14 announced by the on 19th December; and
 - b. inform Schools Forum of the initial determination of the schools budget for 2013/14 and seek their agreement to this and the other appropriate approvals required.

Recommendations

4. It is recommended that the schools forum:
 - a. Note the estimated Dedicated Schools Grant funding available for 2013/14 of £129.791m (Including Academy funding).
 - b. Agree that any carry-forward balances from 2012-13 be used to assist with the continued introduction of the funding reform changes and fund any potential financial pressures arising during 2013-14.
 - c. Acknowledge the new responsibilities and potential budget pressures for 2013-14 in paragraphs 15 to 21.
 - d. Agree the schools budget as set out in Appendix 1, including the central expenditure budget.

- e. Endorse the school funding pro-forma at appendix 2 (as submitted to DfE on the 22nd January). *
- f. Agree that there will be will be no significant changes to the formula or rates used to fund early years provision for three and four year olds in maintained nursery schools, nursery classes in maintained schools and early years providers for 2013-14. Noting the adjustment to the lump sum. *
- g. Agree the proposed place provision for the Special Schools, Resourced Units and Alternative Provision included in the table at paragraph 37.
- h. Endorse the indicative top-up rates, included within the report for the Special Schools, Resourced Units and Alternative Provision in the tables at paragraph 27, and agree that following the internal moderation process, officers can finalise the top-up rates and circulate these to Schools Forum Members and Schools.
- i. Agree a one-off funding allocation of £220,000 in 2013-14 for Hospital Tuition, with a review of these arrangements during the year to ensure future sustainability.
- j. Note the composition of the Notional SEN Budget set out at paragraph 38.

** For these items only School Members (including early year's providers) are permitted to vote*

Dedicated Schools Grant (DSG)

- 5. 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 2012. For 2013-14 additional conditions have been attached to the grant to reflect the changes resulting from the funding reform.
- 6. For 2013-14 the DSG will be allocated to the Council in three blocks: Schools Block, Early Years Block and High Needs Block. Although the funding is identified in the three blocks, the flexibility remains to allocate the funding as required. There is no requirement to ring-fence the funding to the relevant blocks.
- 7. The Schools Block and the Early Years Block are determined on a per pupil basis multiplied by a 'Guaranteed Unit of Funding (GUF). For 2013-14 there is a separate GUF for each block, which the DfE have confirmed as £4,595.77 and £4,175.76 respectively. There has been no increase in the GUF in 2013-14 over the 2012-13 levels.

8. The DSG funding that Portsmouth will receive in 2013-14 is shown below:

	£m
Early Years Block*	8.026
Schools Block	104.614
High Needs Block*	14.632
<i>Additional Funding in 2013-14:</i>	
2 Year Old Funding	2.484
Newly Qualified Teachers	0.035
TOTAL	129.790

** provisional allocations for 2013-14*

9. The Early Years Block is only a provisional estimate for 2013/14 (based on January 2012 pupil numbers) as this funding will be updated; based on the January 2013 census of Early Years pupil numbers. It is anticipated that we will be advised of the updated funding allocation for this block in June 2013.
10. The final confirmation for the high needs block will not be received until March 2013, and is expected to reflect funding for growth in high needs places, which is not currently incorporated within the proposed budget.
11. Further details of the funding and expected use of the additional '2 Year Old Funding' is detailed within a separate paper to Schools Forum (agenda item 6).
12. Under the new arrangements, the Council is required to delegate the £0.035m of funding for Newly Qualified Teachers to all schools. This is intended to allow all schools to pay for the services of their preferred appropriate body to monitor and quality assure NQT induction.
13. In addition to the DSG for 2013-14, there is likely to be a carry forward balance from 2012-13. At this stage in the financial year we are unable to confirm what the final carry forward balance will be, although indications are that this could be in the region of £1m. Any carry forward balance would be a one-off funding source and should therefore be used to support one-off expenditure items rather than recurring expenditure budgets. There is also a significant amount of change and uncertainty within the schools budget for 2013-14 as detailed below.
14. In setting the budget for 2013-14, it is considered necessary to retain any carry-forward balance to assist with the continued introduction of the funding reform changes and be available to fund the financial risks and pressures detailed below in paragraphs 15 to 21.

New responsibilities and potential budget pressures for 2013-14

15. The councils' responsibilities are changing or being re-defined (including financial responsibilities) as a result of the school revenue funding reform.

Whilst a significant amount of work has been undertaken to prepare for these changes, there remains an element of uncertainty, and therefore a number of estimates have been made in preparing the budget for 2013-14. The main estimates and areas of uncertainty within the proposed budget are detailed below.

16. From 2013-14, the Local Authority is responsible for funding the high-needs support for post 16 pupils in education with special educational needs (SEN) and learning difficulties (LDD). However, in calculating the funding available the DfE have capped the number of funded places for 2013-14 in the Portsmouth area to 75, whilst the expected number of places required is 123. The Council has received £315,575 within the DSG to support the Element 3 top-up funding requirement for the 75 placements. The actual expenditure requirement for 2013-14 in relation to post 16 SEN and LDD placements is uncertain, although it is anticipated that it is likely to exceed the funding provided within the DSG.
17. As previously reported to Schools Forum, Special School places will be funded in two parts. There will be a flat £10,000 for each place purchased from the School and a top-up payment (Element 3) related to the pupil's needs. For 2013-14 there are a number of potential risks and financial pressures in relation to 'Element 3'. Firstly, the 'Element 3' rates for our pupils in other Local Authorities special schools at this stage are unknown. Additionally, under the new arrangements there is uncertainty as to the final top-up funding requirements.
18. The responsibilities in relation to Hospital Tuition and Medical Education out of school have also been updated in relation to the amount of teaching time required for these pupils. To meet these requirements, additional funding of £220,000 is included at appendix 1 within the Hospital Tuition budget on a one-off basis. These arrangements with the Harbour School will need to be reviewed during 2013-14 to ensure future sustainability.
19. In 2013-14 it is anticipated that there will be a number of Portsmouth Schools converting to academy status. When the school converts, it will receive its funding from the Education Funding Agency. The amount of funding it will receive will be based on the Funding pro-forma submitted to the DfE on the 22nd January. The Council's DSG funding will be reduced by an equivalent amount, and it will include an element in relation to the de-delegated central expenditure budgets.
20. There is therefore a potential financial risk in relation to the de-delegated budgets, where the funding is reduced due to the increase in academy conversions, but the expenditure is unable to be reduced at the same rate. This will be monitored closely during 2013-14 and Schools Forum will be updated regularly.
21. Under the new arrangements, it is possible to hold a contingency fund through a de-delegation of funding from schools for: *(a) schools in financial difficulties; (b) additional costs relating to new, re-organised or closing schools; and (c) exceptional unforeseen costs which it would be*

unreasonable to expect governing bodies to meet. In the rare circumstances that these events would arise and require funding, it is proposed to meet these costs in year or use the potential carry forward balance if required, rather than create a contingency fund. If any instances occur they would be reported to Schools Forum and the necessary approvals sought.

Centrally Retained Expenditure

22. In determining the 'Individual Schools Budgets', the Local Authority must deduct from the schools budget, the central expenditure requirements in accordance with the regulations. Appendix 1 shows the proposed schools budget for 2013-14, analysed between the 'central expenditure' and 'individual schools budgets'.

23. As previously reported to Schools Forum, there have been a number of changes to the regulations relating to the central expenditure items. In particular:

- a. School Admission, Schools Forum and Carbon Reduction Commitment budgets are capped at the 2012/13 levels.
- b. A number of items of central expenditure must now be delegated to schools, although in October Members agreed to de-delegate the majority of these items from the primary and secondary schools.
- c. Certain items of expenditure can now only be included where there is a previous commitment approved by the Schools Forum.

24. In addition to the traditional central expenditure budgets, under the new funding arrangements, the following items are now classified as central expenditure and will be held centrally for schools:

- a. Growth fund for schools
- b. Element 3 funding for Special Schools and Resourced Units
- c. Element 3 funding for Alternative Provision where the local authority is the commissioner (e.g. in cases of permanent exclusion)
- d. Post 16 pupils with SEN and LDD
- e. Hospital education

25. The central expenditure budgets de-delegated from schools, (as approved by schools forum in October) are shown in Appendix 1. For Early Years, these budgets will continue to be held centrally, and for Special Schools Service Level Agreements will be available to enable them to continue benefit from central management.

26. As detailed earlier within the report, it is not possible to de-delegate funding from Academy schools. It is intended that from April 2013, arrangements will be in place to enable Academies to purchase the following services from the Council:

- a. Free School Meal Eligibility
- b. Museums

- c. Behaviour Support (from the Harbour School)
- d. EMAS

27. Details of the latest indicative Element 3 Top Up rates for the Special Schools, Resourced Units and Alternative Provision are shown in the tables below. The final rates will be issued to School Forum Members and schools, once the internal moderation has been completed and the rates have been updated. The special school rates have been updated to reflect:

- a. Finalisation of the amounts of the delegated central expenditure budgets.
- b. Delegation of the new NQT Induction funding of £743 for the Special Schools share.
- c. Delegation of £105,400 for their share of the CERA (Capital Expenditure funded from Revenue Account) budget.

Indicative top-up 'Element 3' rates for Special Schools, Resourced Units and Alternative Provision places

Special Schools

	Cliffdale	Harbour	Mary Rose	Redwood	Willows
	£	£	£	£	£
Band A	18,953	18,673	19,966	18,490	21,107
Band B	10,593	10,312	11,606	10,130	13,112
Band C	8,948	8,668	9,961	8,485	11,539
Band D	7,593	7,313	8,606	7,130	10,243
Band E	5,901	5,621	6,914	5,438	8,625
Band F	3,571	3,290	4,583	3,107	6,397
Band G	2,757	2,477	3,770	2,294	5,619
Band H	1,283	1,003	2,296	820	4,209

Note: the top-up rate for places in Stamshaw is £28,771

Resourced Units & Alternative Provision

Unit	£
Devonshire Infant	0
Flying Bull	6,638
Harbour	5,273
Milton Park	8,476
Northern Parade Junior	0
Penhale Infant	101
Portsmouth	0
Southsea Infant	2,731
Victory	1,934

Individual Schools Budget Shares

Primary and Secondary Schools Funding Formula

28. At the Schools Forum meeting on the 24th October 2012, Members agreed the mainstream formula factors, together with the choices that the Council had made in implementing these factors locally. A further amendment was agreed at the meeting in December in relation to the formula factors used to delegate the behaviour support funding to schools, prior to the central de-delegation.
29. The final funding formula was submitted to the DfE/EFA on the 22nd January 2013. A copy of the final pro-forma is attached at Appendix 2.
30. In preparing the final pro-forma for submission to DfE, no changes were made to the underlying unit values presented in October to Members. The only changes made to the unit values were to include the additional delegations listed below.
- a. Finalisation of the amounts of the delegated central expenditure budgets.
 - b. Delegation of the new NQT Induction funding of £34,257 for the Primary and Secondary Schools share.
 - c. Delegation of £234,600 to schools for their share of the CERA (Capital Expenditure funded from Revenue Account) budget.
 - d. Delegation of £369,000 to schools for the mainstream SEN budget – as agreed by Members at the December 2012 meeting.
31. Schools Forum also previously agreed to the implementation of a financial cap of 1.5% to protect against significant increases in schools funding. As noted previously within the report, the DfE have maintained the GUF for the schools block at the 2012-13 levels and the increase in funding for Portsmouth is linked only to the growth in pupil numbers. Therefore in order to set a balanced budget for 2013-14, we are not proposing to change the level of the previously agreed cap.
32. The overall level of funding allocated to the primary and secondary schools (including Academies) has increased by £1.6m after excluding the de-delegated budgets for central expenditure.

Early Years Provision

33. Portsmouth City Council Introduced the Early Years Single Funding Formula (EYSFF) in 2010/11, one year in advance of the statutory requirements for three and four year old provision.

34. There are no significant changes proposed to the funding formula or rates applied to the three and four year old provision for the following:
- Maintained nursery schools
 - Nursery classes in maintained schools
 - Early Years providers
35. Maintained nursery schools currently receive the mainstreamed grants as a lump sum. In order to comply with the new regulations, the lump sum rate must be allocated as an equal amount. Therefore it is intended to reallocate the current lump sum funding equally to each of the maintained nursery schools.
36. The arrangements for the new 2 year old provision are detailed within the separate report to Schools Forum at agenda item 6.

Special Schools, Resourced Units and Alternative Provision

37. For 2013-14, the funding for Special Schools, Resourced Units and Alternative Provision is comprised of place funding and top-up funding. The top-up element of the funding is included within the 'central expenditure' budgets detailed above. Only the place element of the funding is now treated as the 'Individual School Budget'. Set out below are details of the proposed places to be funded and the total proposed budget for 2013-14.

School	13/14 Place No's	13/14 Place Funding £
<i>Special Schools</i>		
Cliffdale	104	1,040,000
Harbour	84	840,000
Mary Rose	125	1,250,000
Redwood	141	1,410,000
Willows	42	420,000
<i>Resourced Units</i>		
Devonshire Infant	12	120,000
Milton Park	14	140,000
Northern Parade Junior	6	60,000
Penhale Infant	3	30,000
Portsmouth	10	100,000
Southsea Infant	8	80,000
Victory	23	230,000
<i>Alternative Provision</i>		
Flying Bull	12	96,000
Harbour	151	1,208,000

Notional SEN Budget

38. At the time of submitting the school funding to the DfE on the 22nd January, it was also necessary to confirm the elements of the funding formula that comprise the Notional SEN budget. The final submission was as follows:

- 6% - Basic Per Pupil Entitlement
- 20% - Deprivation (IDACI)
- 50% - Looked After Children
- 100% - Prior Attainment as a proxy for SEN

Next Steps

39. The next steps in implementing the new funding arrangements are detailed below.

- a. Once confirmation has been received from the DfE that the submitted pro-forma is compliant, we will then be able to advise schools of their budget shares for 2013-14, together with the supporting guidance notes.
- b. New procedures will be developed and implemented to support the operation of the new funding arrangements.
- c. The 'Element 3' top-up rates for the Special Schools, Resourced Units and Alternative provision will be finalised and issued.

Conclusion

40. This report provides Schools Forum members with details of: (a) the estimated DSG funding available in 2013-14, (b) the proposals for allocating the funding to meet the expenditure requirements in the year, and (c) highlights the areas of uncertainty and potential financial pressure in 2013-14. It is recommended that Schools Forum approves the recommendations within the report.

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ALLOCATION OF DEDICATED SCHOOLS GRANT

	2013/14 Budget £	Comment
CENTRALLY RETAINED		
Central Provision Within Schools Budget		
School Admissions	252,000	Capped at 12/13 budget level
Servicing of Schools Forums	15,500	Capped at 12/13 budget level
Carbon Reduction Commitment Allowances	142,300	Capped at 12/13 budget level
Copyright & Music Licence Payment	37,600	MPA and CLA Schools Licence
Fees to Independent schools without SEN	1,200,000	Budget maintained at 12/13 level
Pupil Growth Fund	200,000	Growth Fund as agreed at Schools Forum in Dec 2012
	<u>1,847,400</u>	
High Needs Budget		
Element 3 Funding	5,896,423	including Post 16 provision
SEN Support Services	598,568	
Support for Inclusion	60,366	
Hospital Education Services	590,204	Includes one-off funding of £220k allocated for 13/14
	<u>7,145,561</u>	
Dedelegated Items		
Free School Meals Eligibility	30,569	} Dedelegated items from Primary and Secondary schools, excluding academies
Museum & Library Service	15,605	
Behaviour Support Services	751,645	
Support to ethnic minorities & bilingual learners	417,505	
Licences & Subscriptions	23,334	
Staff Costs Supply Cover	646,297	
	<u>1,884,955</u>	
Early Years		
Central Expenditure on Under 5	440,045	
2 year old funding	2,404,665	
	<u>2,844,710</u>	
TOTAL CENTRALLY RETAINED EXPENDITURE	13,722,626	
INDIVIDUAL SCHOOL BUDGET SHARES		
ISB - Early Years budget shares	7,445,937	
ISB - Primary budget shares	57,460,820	
ISB - Secondary budget shares	44,356,617	
ISB - Special Schools place funding	4,960,000	
ISB - Special Resourced Units place funding	760,000	
Alternative Provision place funding	1,304,000	
	<u>116,287,374</u>	
TOTAL INDIVIDUAL SCHOOLS BUDGET	116,287,374	
Use of one off carry forward	<u>-220,000</u>	
TOTAL DSG EXPENDITURE	129,790,000	

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Education Funding Agency

Local Authority Funding Reform Pro-forma

File Attachment :

LA 851 Jan13 Additio
nal Data FINALv4
(1).xls

LA Name	Portsmouth	LA Identifier	851	Completed by	Alison Egerton
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Pupil Led Factors

1) Basic Entitlement Age Weighted Pupil Unit (AWPU)			Number of Pupils	Sub Total (£)	Total (£)	Proportion of funding (%)
	Reception Uplift	Yes No	27	£73,750.50		
1) Basic Entitlement Age Weighted Pupil Unit (AWPU)	Amount (£) per pupil		Pupil Units			
	Primary (including reception)	£2,731.5	14,238	£38,891,097.00	£73,887,967.50	37.613
	Key Stage 3	£3,862.5	4,966	£19,181,175.00		18.551
	Key Stage 4	£4,471.5	3,537	£15,815,695.50		15.296

2) Deprivation			Number of eligible primary pupils	Number of eligible secondary pupils	Sub Total (£)	Total (£)	Proportion of funding (%)
	Primary amount per pupil (£)	Secondary amount per pupil (£)					
Primary FSM6	£42.97		4,675		£200,884.75		
Secondary FSM6		£70.72		2,755.1	£194,840.67		
IDACI Score 0.2 - 0.25	£315.34	£211.61	1,737.3	992	£757,757.30		
IDACI Score 0.25 - 0.3	£630.69	£423.22	1,603.7	960.2	£1,417,813.40		
IDACI Score 0.3 - 0.4	£946.03	£634.84	2,109.9	1,129.4	£2,713,016.99	£12,153,359.04	11.754
IDACI Score 0.4 - 0.5	£1,261.38	£846.45	1,328.4	811	£2,362,088.14		
IDACI Score 0.5 - 0.6	£1,576.72	£1,058.06	1,408.6	720.4	£2,983,194.22		
IDACI Score 0.6 - 1	£1,892.07	£1,269.67	604.9	298.7	£1,523,763.57		

	Amount (£) per pupil	Pupil Units	Sub Total (£)	Total (£)	Proportion of funding (%)
3) Looked After Children (LAC)					
LAC_12_Mar11	£2,811	72.1		£202,673.10	0.196
4) Low cost, high incidence SEN					
LowAtt_%_PRI_73	£1,148.08	1,857.5	£2,132,558.60		
Secondary pupils not achieving (KS2 level 4 English and Math)	£3,178.89	1,156.8	£3,677,339.95	£5,809,898.55	5.619
5) English as an Additional Language (EAL)					
EAL_3_PRI	£359.45	1,277.1	£459,053.60		
EAL_3_SEC	£1,821.55	169.1	£308,024.11	£767,077.70	0.742
6) Mobility					
Primary pupils starting school outside of normal entry dates	£0	0	£0.00		
Secondary pupils starting school outside of normal entry dates	£0	0	£0.00	£0.00	0.000

Other Factors

	Description	Fixed Sum Per School (£)	Total (£)	Proportion of funding (%)
7) Lump Sum		£140,000.00	£8,680,000.00	8.395
8) Fringe Payments			£0.00	0.000
9) Split Sites	N/A		£0.00	0.000
10) Rates			£1,750,983.75	1.693
11) PFI funding	Actual value for 2013/14 including indexation		£147,158.98	0.142
12) Historical Commitments of 6th Form Funding from DSG	N/A		£0.00	0.000

13) Exceptional circumstances (can only be used with prior agreement of EFA)

Circumstance	Calculation	Details of Calculation	Total (£)	Proportion of Funding (%)
Select...	Select...			0.000

Total Funding for Schools Block Formula (excluding MFG Funding Total) (£)		£103,399,118.63
14) Minimum Funding Guarantee MFG is set at -1.5%		
MFG Funding Total (before capping or scaling) (£)		£1,889,159.47
15) Limiting gains Gains may be capped above a specific ceiling and/or scaled back		
Capping Factor (%)		1.500
Scaling Factor (%)		100.000
Explanation as to how capping and/or scaling has been applied		
Capping has been applied on the same basis as MFG, scaling has not been applied		
If capped and/or scaling applied: Total deduction (£)		£1,585,569.92
Total Funding for Schools Block Formula (including MFG Funding Total) (£)		£103,702,708.18
% distributed through basic entitlement :		71.459
% Pupil Led Funding :		89.770
Retained for Growth :		£200,000.00
Primary/Secondary Ratio :		1 :
Ratio based on pre MFG per pupil value (£). Primary pupil count should exclude Reception Uplift		1.32

Agenda Item 8



Portsmouth
CITY COUNCIL

Agenda item:

8

Report to: Schools Forum

Subject: Ensuring there are sufficient Primary School Places
2013-2016

Date of meeting: 13 February 2013

Report by: Mike Stoneman, Strategic Commissioning Manager

1. Summary

- 1.1 This paper, *Ensuring there are Sufficient Primary School Places 2013-2016*, sets out the background to the acute shortage in school places in the primary sector in Portsmouth as a result of the growing child population, and the plans that are recommended to address the shortfall.
- 1.2 Due to the fact the forecasts show that pupil numbers will remain high for the foreseeable future, temporary accommodation is not regarded as an appropriate or sustainable solution. The majority of the proposals are therefore seeking a permanent increase in pupil places. This is largely being achieved by making use of existing space in schools with some limited new build.

2. Recommendation

- 2.1 That Schools Forum endorses the need to expand Primary School places and note the investment of circa £5M that the Council will make over the next three years to address the shortfall.

3. Background: pupil forecasting

- 3.1 In the past the Small Area Population Forecasts (SAPF) provided by Hampshire County Council forecasting model has been highly accurate, at a time when there has been significant surplus capacity within the system to meet the level of demand. These are modified within Portsmouth City Council Geographical Information System (GIS) to reflect primary school catchment areas. Information on new/demolished buildings is obtained from the City Planning Department when forecasting numbers for individual primary school catchments. Actual and forecast numbers of pupils from the primary forecasts are fed into the secondary forecasts. Since 2010 the forecasts have not been as accurate as they should be due to the impact of increased birth rates both nationally and locally and a number of other

economic and social factors that the current forecasting model has not been able to predict accurately.

- 3.5 A 'Social / Economic allowance factor' has been built into the forecasting methodology to make an allowance for the increased demand against forecast that has been seen in both 2011 and 2012 pupil numbers. The factor applied is based upon a 3 year weighted average of the difference between original forecasts and Actual Year R pupil numbers. This will be continuously reviewed to ensure future pupil numbers are adequately planned for.

4. Background: Primary forecasts – Year Reception pupil numbers

- 4.1 Year R future pupil number forecasts across the City are as follows. This builds in the additional capacity that has been secured for 2012/13.

Pupil numbers for R Year

	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
<i>Year R Numbers</i>	2123	2261	2299	2338	2282	2216	2256	2259
<i>Year R Admission Limits</i>	2235	2280	2354	2280	2280	2280	2280	2280
<i>Surplus/Deficit</i>	112	19	55	-58	-2	64	24	21
<i>% difference</i>	5.3%	0.8%	2.4%	-2.5%	-0.1%	2.9%	1.1%	0.9%

- 4.2 The forecast shows that additional capacity will be required in 2013/14 and 2014/15 in order to meet demand and to ensure the Local Authority meets its statutory obligation of providing a place within two miles of the family home. The forecast shows that the numbers will remain high for the foreseeable future.

5. Background: primary forecasts – Year 3 pupil numbers

- 5.1 Year 3 future pupil number forecasts across the city are as follows:

Pupil numbers for Year 3

	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
<i>Year 3 Numbers</i>	1860	1961	2038	2060	2202	2239	2277	2222
<i>Year 3 Admission Limits</i>	2168	2153	2153	2153	2153	2183	2153	2153

<i>Surplus/Deficit</i>	308	192	115	93	-49	-56	-124	-69
<i>% difference</i>	16.6%	9.8%	5.6%	4.5%	- 2.2%	-2.5%	-5.4%	-3.1%

5.2 The forecasts highlight the fact there is not sufficient capacity to meet demand from 2014/15 onwards. Additional capacity will be required to address the deficit which will peak in 2016/17. The forecast shows that the numbers will remain high for the foreseeable future.

6. Plans to address sufficiency issues in the Primary phase

6.1 Work required to secure places for September 2013 proposals include:

- **Cottage Grove Primary School** – increase from 1.5 to 2 form entry raising its Planned Admission Number (PAN) from 45 to 60. This would provide an additional 15 places for both Year R and Year 3 in September 2013 and overall an additional 105 places across the school.
- **Portsmouth Primary School** – increase from 1.5 to 2 form entry raising its PAN from 45 to 60. This would provide an additional 15 places for both Year R and Year 3 in September 2013 and overall an additional 105 places across the school.

6.2 Expansion of school places in 2013 but which will require capital resources to secure the on-going provision by 2014:

- **Westover Primary School** - increase from 1.5 to 2 form entry raising its PAN from 45 to 60. This would provide an additional 15 places for both Year R and Year 3 in September 2014 and overall an additional 105 places across the school.
- **Somers Park Primary School** - increase from 1.5 to 2 form entry raising its PAN from 45 to 60. This would provide an additional 15 places for both Year R and Year 3 in September 2014 and overall an additional 105 places across the school.

6.3 School places required for 2014 which require early agreement to progress the necessary works:

- **Mayfield Secondary School: Primary Phase provision** – Phase 1 (infant school) and Phase 2 (junior) of a proposed 2 form entry Primary School that would provide an additional 60 places for Year R in September 2014 and 420 places overall.
- **Highbury Primary School** - increase from 1.5 to 2 form entry raising its PAN from 45 to 60. This would provide an additional 15 places for both Year R and Year 3 in September 2014 and overall an additional 105 places across the school.

- **Stamshaw Junior School** – increase from 2 to 3 form entry raising its PAN from 60 to 90 in order to meet future demand and ensure alignment with Stamshaw Infant School which has a PAN of 90.
- **Moorings Way Infant School** – increase PAN from 40 to 45 providing an additional 5 places in Year R from September 2014.
- **Contingency** –a contingency is built into the plans to allow for the purchase of two mobile temporary units should they be needed in September 2013 or in future years.



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2013-2016

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Report by: Mike Stoneman, Strategic Commissioning Manager

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