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COMMITTEE NAME: Lincolnshire Schools' Forum
MEETING DATE: Wednesday, 24 April 2013
MEETING TIME: 2.00 pm
LOCATION: Council Chamber, County Offices, Newland, Lincoln
LN1 1YL

AGENDA

Item	Title	Pages
1	Apologies for Absence	
2	Minutes of the previous meeting held on 23 January 2013	1 - 8
3	Section 251 Budget Statement 2013/14 <i>(To receive a report from Tony Warnock, Head of Finance for Children's and Special Services)</i>	9 - 16
4	Arrangements for Early Years Provision <i>(To receive a report from Steph Douglass, Head of Service – Birth to Five Service)</i>	17 - 20
5	Free School Meal Uptake <i>(To receive a report from John O'Connor, Head of Service – School Administration)</i>	21 - 24
6	Academies Update <i>(To receive a report from Meredith Teasdale, Assistant Director – Children's Services)</i>	25 - 28
7	Work Programme	29 - 30
	Date of Future Meeting Wednesday 26 June 2013 (AGM) at 2.00pm	
8	Information Pack (separate from the agenda)	

Tony McArdle
Chief Executive
Date: 17 April 2013

Schools' Members

John Beaven (Headteacher, Scampton Pollyplatt Community Primary), Ellenor Beighton (Headteacher, De Aston, Market Rasen), David Bennett (Governor, Horncastle Queen Elizabeth's Grammar), John Beswick (Governor, Stickney Church of England Primary), Teri Bryant (Governor, Stamford Queen Eleanor), Graham Burks (Headteacher, Kesteven & Grantham Girls'), Vicky Cook (Headteacher, Welbourn Church of England School) Professor Ken Durrands CBE (Governor, The Kings, Grantham), Claire Flavell (14 – 19 Partnerships), Michael Follows MBE (Governor, Boston John Fielding Community Special), Jane Grey (Bourne Grammar School); Richard Thomson (Headteacher, Rauceby Primary), Roger Hale (Headteacher – Caistor Grammar School), Simon Hardy (Faith Groups), Jeremy Newnham (Headteacher, Caistor Yarborough), Joanne Noble (Head Teacher, Gainsborough Nursery School), Chris Rolph (Headteacher, Monks' Dyke Tennyson College), Patricia Ruff (Headteacher, Dunholme St Chad's Primary), Nigel Ryan (Headteacher, Spalding Grammar), Jennifer Wheeldon (Headteacher, Ellison Boulters Primary, Scothern) and Ian Wilkinson (Headteacher, Deeping St James' Primary).

Officials

Children's Directorate – Debbie Barnes (Executive Director of Children's Services), Meredith Teasdale (Interim Assistant Director of Children's Services); Resources Directorate – Tony Warnock (Head of Finance – Children's & Specialist Services); Performance and Governance Directorate – Andrea Brown (Democratic Services Officer); Frances Bowen (Eco-Schools Resource Efficiency Officer – South Lincolnshire), Jonathan Parkin (Eco-Schools Resource Efficiency Officer – North Lincolnshire) and Vanessa O'Brien (Sustainability & Climate Change Project Assistant).

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mrs Patricia Bradwell (Executive Councillor for Children's Services and Lifelong Learning), Bridget Robson, Head Teacher – Lincoln The Fortuna Primary) and Jonathan Maddox, Head Teacher – Bourne Grammar School, who was represented by Jane Grey.

2. MINUTES OF THE PREVIOUS MEETING HELD ON 10 OCTOBER 2012

Under minute number 5 (School Funding Reform), the resolution referring to Question 20 was passed using the casting vote of the Chairman, despite not having the right to speak on that item. It was deemed important that the minutes be amended to reflect this.

RESOLVED

That the minutes of the previous meeting held on 10 October 2012 be agreed and signed by the Chairman as a correct record, with the above amendment noted.

3. ENERGY AND SUSTAINABILITY UPDATE

Frances Bowen introduced the report and gave a presentation to the Forum. The remit of the team was to deliver the Schools Collaboration on Resource Efficiency (SCoRE) Programme across Lincolnshire. In order to do this, the Total Facilities Management process was being rolled out to schools to improve asset registers thereby identifying schools who need to improve sustainability.

It was acknowledged that some schools, due to the nature of their build, heating systems, etc, may find it difficult to provide an accurate analysis of consumption and would therefore require additional support.

The project team were looking to work in geographical clusters and confirmed that all schools, including academies, would be included as the project was funded by the Dedicated Schools Grant (DSG) underspending.

Progress had been made with the Automated Meter Reading system although access to the system for individual sites would attract further licensing fees. Once licensing fees had been purchased, monthly reports would be free thereafter. This fee would not be included within the £50k maintenance contract.

To ensure best practice, the PQQ process was being followed with the project currently out to tender. Further information regarding the process could be provided by officers if necessary.

The process was ready to launch but, in order to do so, 100% of schools were to have provided the relevant information to officers. Unfortunately, information from two schools was outstanding which had resulted in significant delays.

Officers were asked to ensure progress was made prior to the next meeting and that an update report be presented to the Forum which was to include details of live access for each school.

AGREED

1. That the report and presentation be noted.
2. That a progress report be presented at the meeting of the Forum scheduled for Wednesday 24th April 2013.

4. SCHOOL AND EARLY YEARS FINANCE REGULATIONS

Tony Warnock presented a report which set out the Early Years Finance Regulations, which was intended to provide Schools Forum Members with an understanding of the regulations prior to consideration of the next item on the agenda.

The following areas were highlighted as points to note:-

- The Minimum Funding Guarantee (MFG) will result in the 1.5% reduction in per pupil funding having to be implemented, whereas this was previously at the discretion of local authorities.
- Services relating to historic commitments could only be retained centrally if planned expenditure did not exceed that reported in the 2012/13 financial year.
- To ensure schools budgets were affordable within the total DSG there was a requirement to put a cap on the gains. A proforma submitted to the DfE in January 2013 suggested that the cap in Lincolnshire remain at the same level as that shown in the proforma submitted in October 2012, i.e. 5%. Some anomalies had arisen and contact had been made with the DfE for clarification. The Forum was reassured that these were minor issues for Lincolnshire and not issues for concern.

In response to a question regarding the review of these regulations and whether the arrival of a new Minister would result in a review of the block grant, Mr Warnock explained that work was underway with a small group of Local Authorities to discuss initial concerns. This would then be widened into a consultation with all Local Authorities. It was hoped that decisions would be made near to May 2013 which would give a twelve week consultation period.

Several schools in the county, including four special schools, have an element of Private Financial Initiative (PFI) within their budget to fund any deficit which may arise within the PFI budget. A grant from Central Government would help contribute to the scheme.

Significant funding into the Dedicated Schools Grant (DSG) was expected from April 2013 to cover additional responsibilities for learning with learning difficulties and disabilities. Funding transferred to Local Authorities was based on historic spending and, although there was a high level of spending in Lincolnshire compared to neighbouring authorities, there was no disadvantage to the funding of schools as a result.

The Executive Director for Children's Services, Debbie Barnes, confirmed that there were three issues that the Local Authority would continue to lobby on, i.e. the funding rate per pupil, the size of the secondary block allocation and the inability to incentivise small school collaborations.

RESOLVED

That the contents of the report be noted and agreed.

5. SCHOOL FUNDING ARRANGEMENTS 2013/14

Tony Warnock presented a report which sought to update the Schools Forum on school funding arrangements for 2013/14 and to gain support for the Local Authority's proposals in relation to a number of centrally held budgets..

The following areas were highlighted as points to note:-

- A large amount of money was being transferred into the Dedicated Schools Grant (DSG) from the Early Intervention Grant (EIG).
- The main changes proposed to the central DSG budgets were noted within Table 3, the first of which was in respect of Broadband. The reduction was due to significant savings from the new contract and further delegation (i.e. schools having to purchase services in relation to firewalls, etc, themselves).
- Schools Forum Regulations indicate that the Schools Forum must approve and decide the budgets. Should no agreement be reached, the DfE would adjudicate. All affected budgets were noted in Table 4. The precise budget requirements for items to be de-delegated were not known, with School Intervention being the only area of major change requiring consideration.

Cuts implemented as a result of the reduction in Children's Services budgets in years 1 and 2 of the Comprehensive Spending Review (CSR) would provide schools with a view of how those impacts would affect the wraparound services for children and young people. The context of increasing need, complexity of need of families even before the welfare reforms take effect, would be considered.

Information regarding replacement of the Local Authority Central Spend Equivalent Grant (LACSEG) was available in time to ensure that plans were put in places to react to these changes. This issue had been discussed at a regional meeting where it was agreed that for most Local Authorities this would be managed through a corporate reserve to remove the risk of affecting Children's Services budgets.

Until LCC agreed their budgets, the situation could not be confirmed, however the proposal was that stability within Children's Services was paramount over the next two years and so officers were hopeful that stability of funding would remain.

Approximately £100k was to come into Lincolnshire schools directly from the DfE to support schools in difficulty. Priority schools had been identified, 25 of which did not need LCC funding support but may benefit from this particular funding from the DfE.

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Clarification was received that CfBT had previously worked with schools in difficulty to develop an action plan for improvement, with the funding justified by the level of detail. It was noted that good and outstanding schools had the option to convert to academies, although at the present time the number of challenging schools supported by CfBT remained the same as many of those had chosen not to convert. Concerns of the Forum were acknowledged in respect of the contract with CfBT, however it was noted that the contract was in place until 2015 and could not be amended without incurring significant penalties. Additionally, the core contract for CfBT did not form part of the Schools Budget which members were being asked to consider.

The contract regarding Stamford Endowed Schools would be allowed to run until the contract end. The new scheme allowed for a phased reduction. This would allow those children currently within that school system to finish their education. The reduced amount of places purchased would lower the budget requirement significantly in future years. Previously the School's Forum were not required to approve the budget for this arrangement but this was now included as part of the new regulations. Unfortunately, due to the contractual commitment of the Local Authority, contractual penalties would be received should the School's Forum choose not to support the funding for the remaining period of the contract and payments then ceased.

The School's Forum expressed an appreciation of the difficulties being had in "crystal ball gazing" and recognised that officers were unfairly put under these pressures in unchartered waters. To this end the School's Forum supported the proposed actions which were based on current information. They also agreed to consider each budget line separately.

RESOLVED

1. Broadband Budget (£2.504m), as set out within Table 3 of Report Reference 5.0, was **APPROVED**.
2. Funding for significant pre-16 growth budget (£1.500m), as set out within Table 4 of Report Reference 5.0, was **APPROVED**.
3. Places in independent schools for non-SEN pupils (1.273m), as set out within Table 4 of Report Reference 5.0, was **APPROVED**.
4. Admissions (0.449m), as set out within Table 4 of Report Reference 5.0, was **APPROVED**.
5. Servicing of the Schools Forum (£0.020m), as set out within Table 4 of Report Reference 5.0, was **APPROVED**.
6. Carbon reduction Commitment (£0.630m), as set out within Table 4 of Report Reference 5.0, was **APPROVED**.
7. Central expenditure from revenue (CERA) (£5.146m), as set out in Table 4 of Report Reference 5.0 was **APPROVED**.

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8. Schools centrally funded termination of employment costs (£0.045m), as set out in Table 4 of Report Reference 5.0 was **APPROVED**

The representatives of the **maintained primary schools** were asked to approve the authority's proposals relating to the de-delegation of funding for the school intervention budget, including an increase of £200k to leave a budget of £600k.

RESOLVED

1. The proposal relating to the increase in funding for the school intervention budget, noted on page 7 of Report Reference 5.0 was **REFUSED**.
2. The retention of the existing budget was **APPROVED**.

6. INCREASING THE RATE OF PUPILS CLAIMING FREE SCHOOL MEALS

Tony Warnock presented a report which shared the findings of a recent DfE research report in to pupils who were not claiming free school meals. Its aim was to explore opportunities to increase the uptake across all schools and academies within Lincolnshire.

It was agreed that further work was required in this area due to the change in the definition of free school meals. A range of different actions were being investigated although it was reported that local authority pupils accessing free school meals had increased by approximately 1500.

Language and vocabulary used when explaining these incentives to parents was considered to be a potential reason for the lack of take up of free school meals. Additionally, the forms may appear too technical with little support available to assist parents in completing them.

The general feeling of the members was that the fee to buy back this provision was great and yet the increase in the number of pupils taking up free school meals was few. It was acknowledged, however, that a number of families eligible were probably not applying as they were reluctant to provide a third party with their tax details. As reasons for the poor take up of free school meals was being looked at in detail, the Chairman requested that an update report be presented at the next meeting.

RESOLVED

1. That the content of the report be **NOTED**.
2. That the comments, noted above, on how the number of pupils in Lincolnshire entitled to Free School Meals but not claiming them may be reduced, be considered by officers.
3. That an update report be presented at the next meeting of the School's Forum for members' consideration.

7. SCHOOLS' FORUM GOOD PRACTICE GUIDE

Tony Warnock introduced the report, explaining that work had been undertaken with the previous Clerk, Catherine Wilman, to ensure further compliance with the Good Practice guide, including matters relating to the website, papers for meetings and publications of minutes, etc.

The Chairman was pleased that the recommendation for consideration of urgent items had been included in the guide. There was, however, a lack of clarity in respect of voting (as mentioned in item 2 of these minutes).

Members reiterated their request to limit the number of officers attending meetings of the School's Forum however they were content for the relevant Portfolio Holder and Assistant Director to attend on a regular basis.

RESOLVED

1. That the content of the report be **NOTED**.
2. That the comments, as noted above, relating to the LA's proposals for ensuring further compliance with the DfE's guidance be considered by officers.

8. SCHOOLS' FORUM WORK PROGRAMME

No changes were made to the Work Programme. It was noted that the following items be added to the Work Programme for the April meeting:-

1. Schools' Forum Good Practice Guide – Paragraph 2.28 re Schools Budgets
2. Free School Meals Update
3. Schools' Pension Fund

RESOLVED

That the work programme and all changes made therein be noted.

9. DATES OF FUTURE MEETINGS

Wednesday 24 April 2013 2.00pm
Wednesday 26 June 2013 2.00pm (AGM)

The meeting closed at 4.55pm.

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REGULATORY AND OTHER COMMITTEE REPORT

NAME OF COMMITTEE:	Schools Forum
DATE OF MEETING:	24 April 2013
SUBJECT:	Section 251 Budget Statement 2013/14
REPORT BY:	Tony Warnock (Head of Finance – Children’s and Specialist Services)
NAME OF CONTACT OFFICER:	Tony Warnock
CONTACT OFFICER TEL NO:	01522 553250
CONTACT OFFICER EMAIL ADDRESS:	tony.warnock@lincolnshire.gov.uk
IS REPORT CONFIDENTIAL?	No

SUMMARY

The purpose of this report is to provide the Schools Forum with a copy of the s.251 budget statement for the 2013/14 financial year.

DISCUSSION

Local Authorities (LA) are required under s.251 of the Apprenticeship, Skills, Children and Learning Act 2009 to prepare and submit an education and children’s social care budget statement for the relevant period to the Secretary of State for Education by 31 March each year. The s.251 return is intended to provide a clear picture of the LA’s planned spending on its schools budget, de-delegated items, high needs budget, early years budget, central provision within the schools budget and children’s and young people’s services.

The LA's s.251 budget statement, and the DfE's benchmarking data that will be published later in the year, should assist the Schools Forum's consideration of budget levels and the balance of funding between early years, primary, secondary and special schools.

The information for 2013/14 was submitted to the DfE via its data collection and management system for education (COLLECT) by the 28 March 2013 deadline. The DfE is carrying out a number of checks on it. However, to ensure compliance with the statutory requirements, the LA has published the Early Years report, the LA Table report and the Schools Table report in the 'Downloads' section of LCC's website at:

<http://www.lincolnshire.gov.uk/parents/schools/for-schools/s251-statements>

This means that details are available to all maintained schools and academies; private, voluntary and independent providers that are funded to provide free early years provision to three and four year olds, and; the general public. The documents will be refreshed should the DfE require any amendments to the LA's reports.

Attached to this report is a copy of Table 1 – LA level information. This provides an overall picture of the funding being allocated direct to schools, the amount being spent on education centrally and the amount being spent on children's social care.

The LA proposed a number of changes to the centrally held budgets within the Dedicated Schools Grant for 2013/14. They were reported to and discussed by the Schools Forum at its meeting on 23 January 2013 and no material changes have been made to the budgets since then. As expected, for the purposes of affordability, it was necessary to place a cap on the largest gains that some schools secured under the revised funding formula for 2013/14. The LA was able to set the cap at 5%, i.e. the level that had been anticipated when the first proforma was submitted to the DfE in October 2012.

The LA will again present a report on the s.251 benchmarking data to the Schools Forum later in the year, following publication of all LAs' data by the DfE.

RECOMMENDATIONS

The Schools Forum is asked to note the contents of the report.

APPENDICES (If applicable) - these are listed below and attached at the back of the report.
Appendix 1 – The LA's s.251 Table 1 data for 2013/14

BACKGROUND PAPERS			
PAPER TYPE	TITLE	DATE	ACCESSIBILITY
Report to Schools Forum	School funding arrangements 2013/14	23 January 2013	County Offices, Newland, Lincoln

LA Table: FUNDING PERIOD (2013-14)

Department for Education Section 251 Financial Data Collection

Report produced on 04/04/2013 14:32:22

Local Authority 925 Lincolnshire

Description	Early Years	Primary	Secondary	Special/AP	Post School	Gross	Income	Net
1.0.1 Individual Schools Budget (before Academy recoupment)	26,766,774	187,315,251	188,119,775	21,832,707		424,034,507		424,034,507
1.1.1 Contingencies		1,300,220	0			1,300,220	0	1,300,220
1.1.2 Behaviour support services		0	0			0	0	0
1.1.3 Support to UPEG and bilingual learners		255,733	50,217			305,950	113,591	192,359
1.1.4 Free school meals eligibility		0	0			0	0	0
1.1.5 Insurance		0	0			0	0	0
1.1.6 Museum and Library services		0	0			0	0	0
1.1.7 Licences/subscriptions		0	0			0	0	0
1.1.8 Staff costs supply cover		44,702	7,308			52,010	0	52,010
1.2.1 Top up funding - maintained providers	40,038	6,989,268	1,531,009	10,279,779	0	18,840,094	11,500	18,828,594
1.2.2 Top up funding - Academies and Free Schools	0	1,520,729	4,400,164	996,279	0	6,917,172	0	6,917,172
1.2.3 Top up funding - independent providers	133,801	162,550	242,168	5,327,621	3,974,619	9,840,759	10,000	9,830,759
1.2.4 Other AP provision	0	0	0	407,761	0	407,761	0	407,761
1.2.5 SEN support services	2,594,663	799,049	666,003	29,039	0	4,088,754	35,060	4,053,694
1.2.6 Support for inclusion	333,071	1,425,427	1,339,307	325,058	0	3,422,863	581,059	2,841,804
1.2.7 Hospital education services				0		0	0	0
1.2.8 Special schools and PRUs in financial difficulty				0		0	0	0

Description	Early Years	Primary	Secondary	Special/AP	Post School	Gross	Income	Net
1.2.9 PFI and BSF costs at special schools				0		0	0	0
1.2.10 Direct payments (SEN and disability)	0	0	0	0	0	0	0	0
1.3.1 Central expenditure on children under 5	1,115,626					1,115,626	0	1,115,626
1.4.1 Contribution to combined budgets	0	0	0	0		0	0	0
1.4.2 School admissions	0	295,754	241,981	0		537,735	3,200	534,535
1.4.3 Servicing of schools forums	0	0	0	0		0	0	0
1.4.4 Termination of employment costs	1,085	47,633	2,816	4,112		55,646	0	55,646
1.4.5 Carbon reduction commitment allowances	9,665	535,226	104,726	40,730		690,347	0	690,347
1.4.6 Capital expenditure from revenue (CERA)	94,916	6,102,747	623,151	2,290,141		9,110,955	1,774,770	7,336,185
1.4.7 Prudential borrowing costs	0	0	0	0		0	0	0
1.4.8 Fees to independent schools without SEN	905	2,715	1,307,849	2,715		1,314,184	0	1,314,184
1.4.9 Equal pay - back pay	0	0	0	0		0	0	0
1.4.10 Pupil growth/ Infant class sizes	0	1,500,000	0	0		1,500,000	0	1,500,000
1.4.11 SEN transport	0	0	0	0		0	0	0
1.4.12 Exceptions agreed by Secretary of State	3,603	158,167	9,350	13,655		184,775	0	184,775
1.5.1 Other Specific Grants	378,290	0	139,720	0		518,010	518,010	0
1.6.1 TOTAL SCHOOLS BUDGET (before Academy recoupment)	31,472,437	208,455,171	198,785,544	41,549,597	3,974,619	484,237,368	3,047,190	481,190,178
1.7.1 Estimated Dedicated Schools Grant for 2013-14						478,138,577		
1.7.2 Dedicated Schools Grant brought forward from 2012-13						2,800,000		
1.7.3 FSA funding						3,051,605		
1.7.4 Local Authority additional contribution						0		

Description	Early Years	Primary	Secondary	Special/AP	Post School	Gross	Income	Net
1.7.5 Total funding supporting the Schools Budget (lines 1.7.1 to 1.7.4)						483,990,182		
1.8.1 Academy: recoupment from the Dedicated Schools Grant (please show any recoupment from the DSG as a negative in the cell)						-186,449,046		
2.0.1 Therapies and other health related services						124,074	74	124,000
2.0.2 Central support services						3,431,655	2,295,816	1,135,839
2.0.3 Education welfare service						1,122,981	164,558	958,423
2.0.4 School improvement						2,216,074	22,058	2,194,016
2.0.5 Asset management - education						2,234,514	14,926	2,219,588
2.0.6 Statutory/ Regulatory duties - education						2,756,183	64,919	2,691,264
2.0.7 Premature retirement cost/ Redundancy costs (new provisions)						0	0	0
2.0.8 Monitoring national curriculum assessment						1,176	8	1,168
2.1.1 Educational psychology service						1,815,327	37,470	1,777,857
2.1.2 SEN administration, assessment and coordination and monitoring						1,366,089	0	1,366,089
2.1.3 Parent partnership, guidance and information						258,989	687	258,302
2.1.4 Home to school transport: SEN transport expenditure(0 - 25)	0	0	0	7,424,295	0	7,424,295	2	7,424,293
2.1.5 Home to school transport: other home to school transport expenditure	0	3,575,003	13,917,866	0	3,164,130	20,656,999	1,660,140	18,996,859
2.1.6 Supply of school places						444,103	1,238	442,865
2.2.1 Young people's learning and development			1,894,377	67,426		1,961,803	477,470	1,484,333

Description	Early Years	Primary	Secondary	Special/AP	Post School	Gross	Income	Net
2.2.2 Adult and Community learning						2,442,561	2,002,380	440,181
2.2.3 Pension costs						4,935,367	43,580	4,891,787
2.2.4 Joint use arrangements						0	0	0
2.2.5 Insurance						51,295	0	51,295
2.3.1 Other Specific Grant						44,678	413	44,265
2.4.1 Total Other education and community budget						53,288,163	6,785,739	46,502,424
3.0.1 Funding for individual Sure Start Children's Centres						2,091,095	62,305	2,028,790
3.0.2 Funding for local authority provided or commissioned area wide services delivered through Sure Start Children's Centres						6,116,303	8,710	6,107,593
3.0.3 Funding on local authority management costs relating to Sure Start Children's Centres						351,689	3,210	348,479
3.0.4 Other early years funding						2,231,283	5,695	2,225,588
3.0.5 Total Sure Start Children's Centres and Early Years Funding						10,790,370	79,920	10,710,450
3.1.1 Residential care						4,120,492	808	4,119,684
3.1.2 Fostering services						7,801,694	47,041	7,754,653
3.1.3 Adoption services						1,557,811	28,342	1,529,469
3.1.4 Special guardianship support						404,850	808	404,042
3.1.5 Other children looked after services						653,074	2,548	650,526
3.1.6 Short breaks (respite) for looked after disabled children						1,990,457	296,612	1,693,845
3.1.7 Children placed with family and friends						348,259	404	347,855
3.1.8 Education of looked after children	0	138,333	203,431	65,098		406,862	1,061	405,801
3.1.9 Leaving care support						2,083,957	808	2,083,149
3.1.10 Asylum seeker services children						835,232	830,202	5,030

Description	Early Years	Primary	Secondary	Special/AP	Post School	Gross	Income	Net
3.1.11 Total Children Looked After	0	138,333	203,431	65,098		20,202,688	1,208,634	18,994,054
3.2.1 Other children and families services						144,026	1,733	142,293
3.3.1 Social work (including LA functions in relation to child protection)						15,121,610	207,925	14,913,685
3.3.2 Commissioning and Children's Services Strategy						4,600,749	236,102	4,364,647
3.3.3 Local Safeguarding Children Board						388,224	283,426	104,798
3.3.4 Total Safeguarding Children and Young People's Services						20,110,583	727,453	19,383,130
3.4.1 Direct payments						465,322	0	465,322
3.4.2 Short breaks (respite) for disabled children						1,040,845	0	1,040,845
3.4.3 Other support for disabled children						865,506	3,006	862,500
3.4.4 Targeted family support						9,730,082	39,509	9,690,573
3.4.5 Universal family support						1,825,714	84,164	1,741,550
3.4.6 Total Family Support Services						13,927,469	126,679	13,800,790
3.5.1 Universal services for young people						4,318,765	168,653	4,150,112
3.5.2 Targeted services for young people						3,275,107	11,234	3,263,873
3.5.3 Total Services for young people						7,593,872	179,887	7,413,985
3.6.1 Youth justice						4,573,525	3,348,884	1,224,641
4.0.1 Capital Expenditure from Revenue (CERA) (Non-schools budget functions and Children's and young people services)						0	0	0
5.0.1 Total Schools Budget and Other Education and community budget (excluding CERA) (lines 1.6.1 and 2.4.1)						537,525,531	9,832,929	527,692,602

Description	Early Years	Primary	Secondary	Special/AP	Post School	Gross	Income	Net
5.0.2 Total Children and Youth People's Services and Youth Justice Budget (excluding CERA)(lines 3.0.5 + 3.1.11 + 3.2.1 + 3.3.4 + 3.4.6 + 3.5.3 + 3.6.1)						77,342,533	5,673,190	71,669,343
6 Total Schools Budget; Other education and community budget, Children and Youth People's Services and Youth Justice Budget (excluding CERA) (lines 5.0.1 + 5.0.2)						614,868,064	15,506,119	599,361,945
7 Capital Expenditure (excluding CERA)	581,770	1,397,899	11,095,123	120,728		13,195,520	10,045,520	3,150,000
8a.1 Substance misuse services (Drugs, Alcohol and Volatile substances) (included in 3.5.1 and 3.5.2 above)						163,161	632	162,529
8a.2 Teenage pregnancy services (included in 3.5.1 and 3.5.2 above)						125,326	0	125,326

REGULATORY AND OTHER COMMITTEE REPORT

NAME OF COMMITTEE:	Schools Forum
DATE OF MEETING:	24 April 2013
SUBJECT:	Arrangements for Early Years provision
REPORT BY:	Steph Douglas (Head of Service – Birth to Five service)
NAME OF CONTACT OFFICER:	Steph Douglas
CONTACT OFFICER TEL NO:	01522 552754
CONTACT OFFICER EMAIL ADDRESS:	steph.douglas@cfbt.com
IS REPORT CONFIDENTIAL?	No

SUMMARY

The purpose of this report is to provide the Schools Forum with information regarding arrangements for early years provision in 2013/14.

DISCUSSION

As reported to the Schools Forum in October 2012, the DfE's Schools Forum regulations state that Local Authorities (LAs) must consult Schools Forums annually on a number of financial issues. These include those in respect of the LA's functions relating to the schools budget, in connection with arrangements for early years provision.

Despite officers' best efforts to clarify with the DfE what needs to be considered by the Schools Forum each year, the position remains unclear. The LA has always consulted the Schools Forum on any significant changes to early years budgets that are funded through the Dedicated Schools Grant, including changes to the way that early years provision is funded (e.g. the introduction of the Early Years Funding Formula). Nevertheless, to ensure openness and transparency and compliance with the DfE' regulations, Steph Douglas, Head of Services for the Birth to Five service, has provided below a summary of the current service provision, key performance indicators, the 2013/14 budget and key pressures.

The Birth to Five Service is a team of specialist early years consultants who strive to improve outcomes for Lincolnshire's youngest children through the delivery of early intervention strategies. There is a strong focus on child development and school readiness and a commitment to working in partnership with all Early Years providers and professionals to ensure that sufficient, inclusive and quality provision is being delivered across the county. The Service has strong relationships with all service users. The Service monitors, challenges, supports and provides training to Early Years providers within Lincolnshire which cater for children aged from birth to five. This includes support for Schools, Pre-Schools, Nurseries, Children's Centres, Day Care Settings, Independent schools and registered Childminders as required. The Service is also responsible for ensuring that there is a sufficiency of childcare places across the Out of School and Early Years Sector.

The Service co-ordinates the delivery of the free entitlements for 2, 3 and 4 year olds which are at the heart of the Government's vision for all children to have access to high quality early years provision that helps them reach their full potential. All 3 and 4 year old children are entitled to access up to 15 hours per week of Early Years Entitlement (EYE), for 38 weeks per year. In addition to this, the Local Authority has a new duty to ensure the 'Entitlement for Disadvantaged Two Year Olds' initiative is delivered to the most vulnerable families within the county from September 2013. These two areas are led by consultants from the Service and are linked closely to the allocation of Supported Childcare places for targeted children and families. The Service works alongside the LA's senior finance officers to develop the Early Years Single Funding Formula which is applied to childcare places and provides feedback to the Local Authority through the Early Years Consultative Group in relation to the funding formula.

Consultants provide inclusion support and advice to all early years settings, specific children and families to ensure all children can access high quality inclusive provision, especially the most vulnerable. They also advise on the appropriate allocation of the Early Years Inclusion Fund which supports the inclusion and participation of children with severe or complex additional or special educational needs that attend Early Years settings and are assessed as Early Years Action Plus (DfE Code of Practice for SEN).

Workforce Consultants provide universal and targeted support for Workforce Development to ensure Private, Voluntary and Independent practitioners and schools meet the mandatory training requirements of the Early Years foundation Stage (EYFS) framework and receive quality continuing professional development. This includes the implementation of the Graduate Support Programmes, working towards the Department for Education aspiration for settings to be led by a graduate by 2015. Universal support is also provided for Safeguarding and the EYFS Welfare requirements. In addition, targeted support in Safeguarding is provided as required, working with LSCB.

KEY PERFORMANCE INDICATORS

Measure	Definition	Outcome
Context Indicator 1	N172 - percentage of pupils achieving a good level of development at age 5 i.e. the percentage of children achieving 78 points or more across all 13 scales and 6+ in PSED and CLL	70.3% (2012 outcome) Increase of 5.5% from 2011 against a target of 59%, Exceeding national outcomes by 6%.
Context Indicator 2	N192 – the gap between the lowest achieving 20% in the EYFSP and their peers i.e. the narrowing of the gap between lowest achieving 20% and the rest	27.2% (2012 outcome) Gap has narrowed by 1.6% from 2011. Lower than the national outcome by 3.0%
KPI 1	The percentage of funded PVI settings judged good or outstanding by Ofsted	82% (March 2013) Exceeds national average by 4%
KPI 2	The percentage increase in take up of early education places for disadvantaged 2 years olds	27% increase from Autumn 2012-Spring 2013 27% increase from Spring 2013 to the number of places allocated for Summer 2013 Overall increase of 54%
KPI 3	The percentage of 3 and 4 year olds benefitting from some free early education	98% increase of 1% from 2012
KPI 4	The percentage of Sufficient affordable high quality childcare places for each age range	<ul style="list-style-type: none"> • Baby Places - 82.0% • Toddler & Preschool Places - 89.6% • Out of School Places: 96.9%

BUDGET FOR 2013-14

Total Budget allocation £23,673,669

EARLY YEARS ELEMENT	TOTAL BUDGET
3 & 4 Year Old Free Entitlement Places	£15,548,080
2 Year Old Free Entitlement Places	£4,878,826
Birth to Five Service	£1,339,000
Childcare Sufficiency	£135,540
Inclusion Fund	£250,000
Workforce Development	£250,000
Graduate Support Fund	£666,050
Children's Centre Teachers	£420,885
Safeguarding & Inclusion Consultants	£78,948
Operations & SEN Support	£106,340

KEY PRESSURES

EYFS Profile Outcomes 2013 - Early Years results in Lincolnshire demonstrated an improvement of 5.5% in 2012, which was outstanding and builds on the top quartile performance of 2011. In this area, the gap in achievement also narrowed in 2011 and has done so again in 2012. In comparison to National Outcomes in 2012, Lincolnshire exceeded the national scores by 6%. Lincolnshire is placed well within the top 10% of all LAs nationally. Increases in scores are attributed to improved assessment processes in schools, extensive LA moderation of outcomes at school level and enhanced quality of early years provision across Lincolnshire. However, in 2013 the assessment and moderation systems will change radically and there is potential for a change in outcomes. The results from the national 2012 Profile pilot indicate that outcomes for children regarding a good level of development will be lower in 2013 under the new profile assessment compared to the current good level of development measure. This will impact on context indicator 1 and outcomes are likely to decrease for 2013 when the new measure is implemented although the two measures are not directly comparable. However, from the 20000 children assessed in the national pilot, 41% achieved a good level of development under the new measure. This is a decrease of 23% from the current national outcome of 64%.

2 Year Old Free Entitlement - As part of a coherent framework of services for families announced in 2011, the Government will increase the offer of free entitlement to 1700 two year olds from disadvantaged backgrounds across Lincolnshire from September 2013. The LA is well placed to meet this need due to the high percentage of high quality settings in the county. However, from September 2014, free early education will be increased from the current 20% offered to 40% of two year olds. The Government is yet to announce the broader eligibility criteria, following a recent consultation (October 2012). Lincolnshire will need to ensure that there is a sufficiency of high quality providers able to deliver the entitlement for this increased quantity of 2 year olds.

'More Great Childcare' - On 29 January 2013, Elizabeth Truss MP, and Parliamentary Under Secretary of State (Education and Childcare), launched the report *'More Great Childcare: Raising quality and giving parents more choice'*. The government wish to make more, good quality childcare available for parents and children as there is clear evidence to show that high quality qualifications and well-trained staff have a positive impact on both social and behavioural outcomes and subsequent achievement at school. As part of this process, a number of consultations are being undertaken by the DfE. A recent consultation on the proposed changes to the role of the local authority in early education and childcare sets out changes as to how local authorities will be expected to work with early years providers, alongside draft statutory guidance which will come into force in September 2013.

The Government therefore intends to change the regulations so that they are clear on how local authorities are able to spend their early years Dedicated Schools Grant (DSG). LAs will not be able to use centrally retained DSG funding on quality assessment and provider training, but will be able to use it to spend on 'activities to support the important local authority role of improving access and support for disadvantaged children and those with special educational needs and other additional needs'. Should this element receive approval, changes will be required to the allocations of the early years element of the Dedicated Schools Budget.

RECOMMENDATIONS

The Schools Forum is asked to note the contents of the report.

BACKGROUND PAPERS			
PAPER TYPE	TITLE	DATE	ACCESSIBILITY
Report to Schools Forum	Schools Forum (England) regulations 2012	10 October 2012	County Offices, Newland, Lincoln

REPORT FOR SCHOOLS FORUM

Date of Meeting:	24 th April 2013
SUBJECT:	Free School Meal Uptake
Report by:	John O'Connor
Contact Officer Tel No:	01522 553213
Contact Officer Email Address:	john.o'connor@lincolnshire.gov.uk
Is the report confidential?	No

1.	Purpose
	To update School Forum (SF) members on the actions taken as a result of a communication from the Department for Education (DfE) about free school meal (FSM) uptake rates.
2.	Background / Context
	<p>The DfE wrote to all Director's of Children's Services in November 2012 with regards to a piece of work that they had completed about matching benefits data with school census data. This enabled a comparison of 'entitled to receive FSM' to 'claim FSM' for the country and individual Local Authority (LA) areas. It revealed that about 3%, or 200,000 children, nationally were not using their entitlement to claim a free, nutritious meal.</p> <p>Lincolnshire was reported to have 11,000 children in receipt of FSM but an estimated 15,000 entitled to do so meaning that 4,000 children were entitled to a FSM yet no application had been made by the parents for one.</p> <p>In England, pupils in state-funded schools are entitled to receive FSM if their parents are in receipt of any of the following benefits:</p> <ul style="list-style-type: none"> • Income Support • Income-based Job Seekers' Allowance • Income-related Employment and Support Allowance • Support under Part VI of the Immigration and Asylum Act 1999 • the Guaranteed element of State Pension Credit • Child Tax Credit, provided they are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by HMRC 1(unless in the 4 week run-on – this is the period immediately after the applicant stops work or reduces their hours and no longer qualifies for working tax credit, but still receives it for a further 4 weeks until it stops)

Children who receive a qualifying benefit in their own right are also entitled to receive FSM.

In order to **claim FSM**, families who meet the entitlement criteria outlined above have to register for FSM via schools or LAs. For Lincolnshire, our website makes it clear how families can do this and allows them to complete an on-line form using only minimal information – they only need to supply identifying information of who they are and not any income or benefit details (parents who call the Customer Service Centre will have the form completed on their behalf over the phone). The vast majority of parents (approximately 75%) apply on-line.

Lincolnshire has access to the 'Eligibility Checking Service' (ECS) operated by the DfE which enables electronic checking of entitlement without the need for paper evidence. Families who complete the form are informed of the outcome within 3 days if a postal reply is required (it can be as little as 6 working hours if an email address is provided). If parents include the details of the school the child attends on the form then a parallel communication is sent to the school alerting them to the outcome.

At the time of the receipt of the DfE's letter, Lincolnshire had a recorded 12,200 children claiming a FSM meaning that the estimated 4,000 is more likely to be a realistic 2,800. At the time of this report the majority of the actions have been completed and the number of recorded children claiming FSMs is now 12,697 meaning there could be a potential gap of 2,303.

The DfE's analysis confirmed that the figures quoted were likely to be high estimates as one group of benefits that do not entitle families to FSMs cannot be resolved out from the data. They also noted that some LAs had greater than 100% uptake which suggests that the status of eligible for FSM is not routinely checked. In Lincolnshire we offer a termly checking service for all entitled families to confirm their eligibility status, which the majority of schools and academies use. The traded model is based on a school's size and is currently 66 pence per pupil on roll, which for the majority of schools is below the value of 1 pupil premium. It is recognised that a small school with few eligible children may not find this value for money and may choose to do the checking of eligibility themselves. As we undertake routine checking our eligible number of children is likely to be more accurate than the majority of LAs.

At present the benefit system does not automatically entitle parents to FSM for their children it is still expected that they will make a separate application to their LA for FSMs. There has been much comment on enabling this centrally but as yet this has not become a reality. **The LA does not know which families are in receipt of qualifying benefits so it does not have a target audience to focus on.**

Any pupil who qualifies for a FSM also qualifies the school for a pupil premium which is worth £900 for 2013/14 with an expected additional rise the year after (possibly £1,200). The pupil premium is in addition to the funding for a FSM as this factor is included in the school's budget shares i.e. the pupil premium does not actually pay for the meal itself.

A small group of officers reviewed the current uptake rate in December 2012 and devised a set of actions to try to improve future uptake.

3.	<p data-bbox="310 126 1383 1978">Options/Conclusions</p> <p data-bbox="310 197 1383 233">The following actions were implemented:</p> <ul data-bbox="310 233 1383 1978" style="list-style-type: none"> <li data-bbox="310 233 1383 653">• Contact was made with Lincoln Job Centre Plus to investigate what assistance they could offer to help identify families. In response they have agreed a pilot of 2 weeks in January to complete the LAs FSM online form with eligible families at the time of signing up for qualifying benefits. Contact has also been made with Boston, Spalding and Gainsborough Job Centres who will be highlighting FSMs to existing and new claimants using the translated FSM postcards. It will be evaluated after the pilot 2 weeks to see if this model can be cascaded across all of the centres across Lincolnshire or the region. These 2 weeks are just prior to the January census, where FSM data is collected. Job centres are aware that FSM promotion needs to be constant as family circumstances can change on a daily basis. <li data-bbox="310 653 1383 894">• The profile of languages within Lincolnshire children was compared with that nationally and then cross referenced with that of the claiming rates in the DfE's data. This indicated that the under-claiming groups were disproportionately represented by eastern European families especially Polish, Lithuanian and Latvian families. As a result the current postcards and posters used to communicate how to claim FSM have been translated into these languages also. <li data-bbox="310 894 1383 999">• Communication literature has been sent to all schools, all children's centres, district councils, voluntary agencies and selected local shops, language centres and community groups in the main town centres. <li data-bbox="310 999 1383 1104">• There will be an article in the spring edition of County News highlighting the benefit to the pupil and the school of claiming a FSM and how to do so. <li data-bbox="310 1104 1383 1209">• An article promoting FSM is to be highlighted in the January edition of the termly newsletter, The Scoop, which is sent to all schools and catering providers. <li data-bbox="310 1209 1383 1314">• Catering providers to be notified of the potential to increase the number of pupils accessing FSM. Officers to support in promoting and marketing to schools and parents. <li data-bbox="310 1314 1383 1419">• FSM to be raised at the Childhood Obesity Steering Group so health visitors, school nurses and healthy schools coordinators become aware and so are able to promote to schools and parents. <li data-bbox="310 1419 1383 1493">• The web form will be reviewed and remodelled to ensure that it is as straight forward as possible. <li data-bbox="310 1493 1383 1671">• When families register on the on-line admissions system to apply for a school place they get a confirmation email which will now contain details of how to claim for a FSM and a link to our web form. The booklet that each family gets to support them with the admissions process will contain text about how to apply for FSM. <li data-bbox="310 1671 1383 1776">• A template letter has been created and emailed to every school and academy just before the Christmas break as a tool that they can use to send to families who they think are entitled to claim for FSMs. <li data-bbox="310 1776 1383 1978">• In the next financial year the government is introducing the Ever6FSM indicator to the pupil premium eligibility criteria – this means that if a child ever had a FSM in the last 6 years then the school qualifies for a pupil premium payment for that child, even if they were only entitled for a day. To assist schools and academies with this we are looking at the implications, cost-wise, of modifying our FSM system to enable schools
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	to check their data on their management information system against that which we hold to ensure that no eligible child is missing – this will be added into the FSM checking service as an enhancement.
4.	Financial Implications
	Each of the estimated 2,303 unclaimed FSMs equates to £900 pupil premium to a school/academy this financial year. This means that there is a potential £2,072,700 of extra money that can be brought into Lincolnshire schools.
5.	Summary
	<p>As both the school/academy and Local Authority do not know who the target audience is (those entitled to, but do not, claim FSMs) there is no direct action that can be taken.</p> <p>Raising awareness publically is the most advantageous marketing tool, but is something that needs repeating.</p> <p>In an attempt to address the stigma that is associated with claiming FSMs we have altered the emphasis as to how parents can help their schools by claiming for FSMs as the school will be able to claim extra funding to help educate children – i.e. parent, child and school all win!</p>

REGULATORY AND OTHER COMMITTEE

NAME OF COMMITTEE:	Schools Forum
DATE OF MEETING:	24 April 2013
SUBJECT:	Academies Update
REPORT BY:	Meredith Teasdale (Assistant Director)
NAME OF CONTACT OFFICER:	Meredith Teasdale
CONTACT OFFICER TEL NO:	01522 553204
CONTACT OFFICER EMAIL ADDRESS:	Meredith.teasdale@lincolnshire.gov.uk
IS REPORT CONFIDENTIAL?	No

SUMMARY

The purpose of this report is to provide information on the latest number of pupils in academies.

DISCUSSION

The Schools Forum asked for an update to be provided to each meeting on the number of academy conversions.

This is the position as at the 1st April 2013. The pupil figures are based on the January 2013 census data (i.e. the latest available).

Current Status of All Lincolnshire State Schools

	Schools		NOR	
Nursery				
All	5		506	
Maintained	5	100.0%	506	100.0%
Academy	0	0.0%	0	0.0%
Primary (inc Nursery where present)				
All	276		52179	
Maintained	224	81.2%	36685	70.3%
Academy	52	18.8%	15494	29.7%
Secondary				
All	54		47701	
Maintained	11	20.4%	7578	15.9%
Academy	43	79.6%	40123	84.1%
Special				
All	21		1665	
Maintained	20	95.2%	1609	96.6%
Academy	1	4.8%	56	3.4%
PRU				
All	1		300	
Maintained	1	100.0%	300	100.0%
Academy	0	0.0%	0	0.0%
All				
All	357		102351	
Maintained	261	73.1%	46678	45.6%
Academy	96	26.9%	55673	54.4%

By 1st October 2013 if conversions and sponsorships proceed according to their target dates the position will be:

Projected Six Month Status of All Lincolnshire State Schools

	Schools		NOR	
Nursery				
All	5		506	
Maintained	5	100.0%	506	100.0%
Academy	0	0.0%	0	0.0%
Primary (inc Nursery where present)				
All	276		52179	
Maintained	213	77.2%	34739	66.6%
Academy	63	22.8%	17440	33.4%
Secondary				
All	54		47701	
Maintained	8	14.8%	6161	12.9%
Academy	46	85.2%	41540	87.1%
Special				
All	21		1665	
Maintained	19	90.5%	1562	93.8%
Academy	2	9.5%	103	6.2%
PRU				
All	1		300	
Maintained	1	100.0%	300	100.0%
Academy	0	0.0%	0	0.0%
All				
All	357		102351	
Maintained	246	68.9%	43268	42.3%
Academy	111	31.1%	59083	57.7%

RECOMMENDATIONS

The Schools Forum is asked to note the contents of the report.

APPENDICES - these are listed below and attached at the back of the report.

None

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Agenda Item 7

REPORT REFERENCE: **7.0**

Schools' Forum Work Programme

DATE	ITEMS
24 April 2013	See today's agenda
Items for Future Meetings	1. Special Educational Needs, Pupil Referral Units and Education – School Finance Regulations (June 2013)

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