

Rotherham Schools' Forum

Venue: Rockingham Professional Development Centre **Date:** Friday, 5 October 2012
Time: 9.30 a.m.

A G E N D A

1. Apologies for absence.
2. Election of the Vice-Chair of the Rotherham Schools' Forum for the 2012/13 financial year.
3. Minutes of the previous meeting held on 6th July, 2012. (Pages 1 - 4)
4. Matters arising from previous minutes.

For discussion / action: -

5. RoSIP / Learners First. (Pages 5 - 12)
 - Phil Marshall to report.
6. Budget holder information where funding for the Service may be delegated to schools from April, 2013 (attached separately).
 - Autism Communication Team;
 - Education Catering Service;
 - Get Real Team;
 - Manual Handling Service;
 - Outdoor Education Team;
 - Safeguarding and Sexual Exploitation Team;
 - Training for children with medical needs;
 - Voice and Influence;
 - School Effectiveness Service.
7. Excess school balances.
 - Update to be provided to the meeting.
8. DSG 2011/12 outturn statement. (Pages 13 - 17)
9. DSG 2012/13 Budget Monitoring - up to 31st August, 2012. (Pages 18 - 22)

10. School Funding Reform - update - formula 2012/13 update and next steps.

- Vera Njegic to report.

11. Thornhill Primary School.

- Aileen Chambers to report.

For information: -

12. Review of Early Years PVI Budget - update. (Pages 23 - 25)

- Aileen Chambers to report.

13. PRU and Behaviour Support Service update.

- Lorraine Lichfield to report.

14. Any other business.

15. Date and time of next meetings: -

- Friday 30th November, 2012, to start at 8.30 am, Rockingham Professional Development Centre (delete 7th December).

Future meeting dates: -

- Friday 18th January, 2013;
- Friday 1st March, 2013;
- Friday 19th April, 2013;
- Friday 28th June, 2013 (delete 21st June).

**ROTHERHAM SCHOOLS' FORUM
FRIDAY, 6TH JULY, 2012**

Present:- David Silvester (in the Chair)

Learning Community Representatives: - John Henderson (Brinsworth), Kay Jessop (Wingfield), Helen McLaughlin, Roger Burman (Winterhill), Paul Blackwell (Dinnington), Andrea Kitchen (Swinton), Ann Abel (Oakwood), Lynne Pepper (Clifton), Donna Humphries (Aston). Alison Adair (Wickersely).

Other School members: - David Ashmore (Rotherham Teaching School Alliance), Michael Waring (School Business Managers' Representative), Geoff Gillard (Sheffield Diocese Representative), Jane Fearnley (Junior Schools' Representative), Margaret Hague (Early Years' Representative), Geoff Jackson (Governor Representative), Alan Richards (Secondary Governor Representative), Susan Brook (NASUWT/ Teaching Unions' Representative), Councillor Paul Lakin (Cabinet Member for Children, Young People and Families' Services) and Nick Whittaker (Special Schools Representative).

Also in attendance: - Vera Njetic (Finance) and Joanne Robertson (Finance).

Apologies had been received from: - Dorothy Smith, Karen Borthwick, David Butler (Helen McLaughlin and Trish Lunn representing), Sue Warner, Sue Mallinder, David Pridding (Andrea Kitchen representing), Councillor Jane Havenhand and Lynne (Thrybergh School and Sports College).

22. MINUTES OF THE PREVIOUS MEETINGS HELD ON 20TH APRIL, 2012 AND 22ND JUNE, 2012.

The minutes of the previous meeting held on 20th April, 2012, and the working group held on 22nd June, 2012, were considered.

Resolved: - That the minutes of the previous meetings be agreed as a correct record.

23. MATTERS ARISING FROM THE PREVIOUS MINUTES.

There was nothing to report under this item that was not covered on this meeting's agenda.

24. STRUCTURE OF THE YEAR.

Discussion took place on how Rotherham Schools' Forum meetings should operate during the 2012/13 school year.

Three options were considered: -

- 1) Run a series of information gathering meetings, followed by a decision meeting 2/3 weeks later.
- 2) Have longer meetings that included information gathering and decision sections.

- 3) Keep current format of meetings.

Members of the Rotherham Schools' Forum discussed the options and voted on them.

Resolved: - That option 2 be the preferred option for the forthcoming meetings of the Rotherham Schools' Forum.

25. OVERARCHING PRINCIPLES.

Consideration was given to adopting the Transforming Rotherham Learning (TRL) principles and the Rotherham School Improvement Partnership's (RoSIP) mission as the overarching principles of the Rotherham Schools' Forum.

TRL Principles: -

- We are all responsible for all Rotherham's children and young people;
- All Rotherham's learners will achieve: no one will be left behind;
- Learning is the core business: investment, policy and strategy must be driven by opportunities for learners;
- Learning communities will be rooted in and responsive to the needs of local people.

RoSIP mission: -

- All students making at least good progress;
- No underperforming cohorts;
- All teachers delivering at least good learning;
- All schools moving to at least the next level of successful performance.

Resolved: - That the Rotherham Schools' Forum unanimously agreed to adopt the Transforming Rotherham Learning principles and the Rotherham School Improvement Partnership mission as their overarching principles.

26. BUDGET FORMULA.

Vera Njelic, Principal Finance Officer, Financial Services, Resources Directorate, provided a presentation on the changes to the 'factors' within the DSG.

- There would be 12 factors (increased from 10 as a result of consultation);
 - Previously 22;
 - All formulas must include the 'basic' and 'deprivation' factors.
 - There were 8 'special' factors;
- Other issues included: -
 - Small schools;
 - Mobility;
 - Roma / Slovak pupils;
 - Threshold;
 - Assessment of Special Educational Needs and when

assessment took place.

Discussion ensued and the Rotherham Schools' Forum agreed to use the 10 factors that formed the original consultation.

Resolved: - (1) That the information shared be noted.

(2) That the next meeting of the Rotherham Schools' Forum consider the figures based on modelling of the 10 factors to school budget allocations.

27. ROTHERHAM SCHOOL IMPROVEMENT PARTNERSHIP: - UPDATE.

It was noted that the Rotherham School Improvement Partnership (RoSIP) had been in operation for twelve months.

Discussion ensued on development requirements of the organisation: -

- Mission;
- Audit of need;
- Branding/marketing;
- Production of an annual report.

RoSIP's summer term newsletter was circulated.

Resolved: - That the information shared be noted.

28. INFORMATION GATHERING EXERCISE AND SCHOOL BLOCK.

Resolved: - (1) That budget opportunity and risk proformas be circulated to Heads of Services that received DSG funding.

(2) That the next meeting of the Rotherham Schools' Forum consider the completed proformas.

29. CLAWBACK OF SURPLUS BALANCES.

It was noted that there were 31 Rotherham schools currently holding excess balances over the DfE thresholds of 5% and 8%.

The 31 schools had completed returns that indicated why they were maintaining a surplus.

Resolved: - That a sub-group of the Rotherham Schools' Forum meet early in the Autumn term to consider the returns.

30. CARETAKERS' PROPERTIES.

The update provided by the CYPS Capital Projects Officer in relation to caretakers' properties was circulated to the members of the Rotherham Schools' Forum.

- Spend in 2011/12.
- 2012/13.

- Acadmisation;
- Increased rents.
- Job log for 2011/12.

Resolved: - That the information shared be noted.

31. REVISED DATES OF THE 2012/13 MEETINGS OF THE ROTHERHAM SCHOOLS' FORUM.

- Friday 5th October, 2012;
- Friday 30th November, 2012 (delete 7th December);
- Friday 18th January, 2013;
- Friday 1st March, 2013;
- Friday 19th April, 2013;
- Friday 28th June, 2013 (delete 21st June).

**Report to Schools Forum
05th October 2012**

Learners First - school led school improvement

1. Summary

The Government's aim, 'to support the school system to become more effectively self-improving', charges schools with the primary responsibility for their own improvement. As the capacity of Local Authorities reduces and schools and leaders take on greater responsibility for school improvement, leading improvement work across the system, there is a need to put in place suitable safeguards and a support infrastructure to ensure all children and young people fulfil their potential.

During 2011/12 it became evident that aligning the strategic groups for RoSIP and the Teaching School Alliance would better serve our schools and allow us to firmly root local priorities within the national context. From the outset, school leaders agreed that RoSIP and the TSA must build the necessary, sustainable capacity and capability required to deliver the agreed Mission in all settings. This will mean investing in, and drawing on school based staff to take lead roles in developing and delivering improvement programmes – in effect re-investing resources in the schools system to be more self supporting. Forum members will recall that the funds made available to the Partnership were derived from savings made through 'value for money reviews' conducted by Headteachers in 2010/11 and a realignment of spending priorities.

In order to do this, a more formal partnership structure with clear governance arrangement needs to be put in place to safeguard the work of the Partnership. Such arrangements will help clarify the financial position and our capacity to provide school improvement both formally and informally in the future. Following legal advice and thorough exploration of all possible options and consultation with the current representative strategic group, the formation of a not-for-profit 'schools company' was agreed: 'Learners First Schools Partnership Ltd'. The company operates on behalf of Rotherham's partnership of schools and through the Director of Children and Young People's Services, the Local Authority acts as the supervising authority. Financial probity is secured through the submission of audited accounts on an annual basis to the supervising authority.

2. Recommendations:

- (i) That Schools Forum support the recommendation of the ROSIP Strategic Group and agree to maintain the current level of funding for the Schools Partnership of £764,797 for the next two years 2013/14 and 2014/15.
- (ii) That current balances of DSG funds held by the local authority on behalf of the Schools Partnership in respect of 2011/12 be transferred to the school company 'Learners First Schools Partnership Ltd' with immediate effect.
- (iii) That the local authority sets up processes to transfer funds from the DSG for 2012/13 onwards to 'Learners First' on a quarterly basis in advance.
- (iv) That 'Learners First Schools Partnership Ltd' circulate the Minutes of all meetings and the annual audited accounts to members of the Schools Forum.

Learners First Schools Partnership

1. National Background

The Government's aim, 'to support the school system to become more effectively self-improving', charges schools with the primary responsibility for their own improvement. As the capacity of Local Authorities reduces and schools and leaders take on greater responsibility for school improvement, leading improvement work across the system, there is a need to put in place suitable safeguards and a support infrastructure to ensure all children and young people fulfil their potential.

2. Local Response 2011-12: RoSIP and the TSA

During 2011-12 this context led a number of school leaders from all phases to plan, design and construct the Rotherham School Improvement Partnership (RoSIP). The clear view was that any emerging partnership must be more effective and successful in promoting the outcomes of all children and young people and address KS2 underperformance and the variable standards in the secondary phase. At a similar time to this, a group of outstanding schools, including schools from outside the Rotherham LA boundary, led by Wickersley School and Sports College bid for and successfully achieved Teaching School* status. In July 2011 the Wickersley Teaching School Alliance became one of the country's first 100 Teaching School Alliances. The relevant elements of the Teaching School remit for RoSIP included:

- i. Initial Teacher Training
- ii. Graduate Teacher Training
- iii. CPD
- iv. Designating and managing Specialist Leaders in Education (SLEs)
- v. Leadership Development and Talent Management
- vi. Support for schools, including those in Challenging Circumstances

During the course of the year it became evident that aligning the strategic groups for RoSIP and the Teaching School Alliance would better serve our schools and allow us to firmly root local priorities within the national context. This led to a number of key areas of focus being identified (through the amalgamation of the outcomes from the Learning Community Audit and the Teaching School core remit) and sub-groups formed to look at each area in more detail and put forward recommendations on behalf of the whole school system.

The collective and shared Mission remained the driving force behind all activity and areas of school improvement focus throughout 2011-12 and continues to do so into 2012-13:

- all students making at least good progress
- no underperforming cohorts
- all teachers delivering at least good learning and
- all schools moving to at least the next level of successful performance

** Teaching Schools - "A national network of outstanding schools, which will take a leading responsibility for providing and quality assuring initial teacher training (ITT) in their area and offering professional development for teachers and leaders" (National College March 2011)*

3. Developing Our Partnership: Learners First Schools Partnership

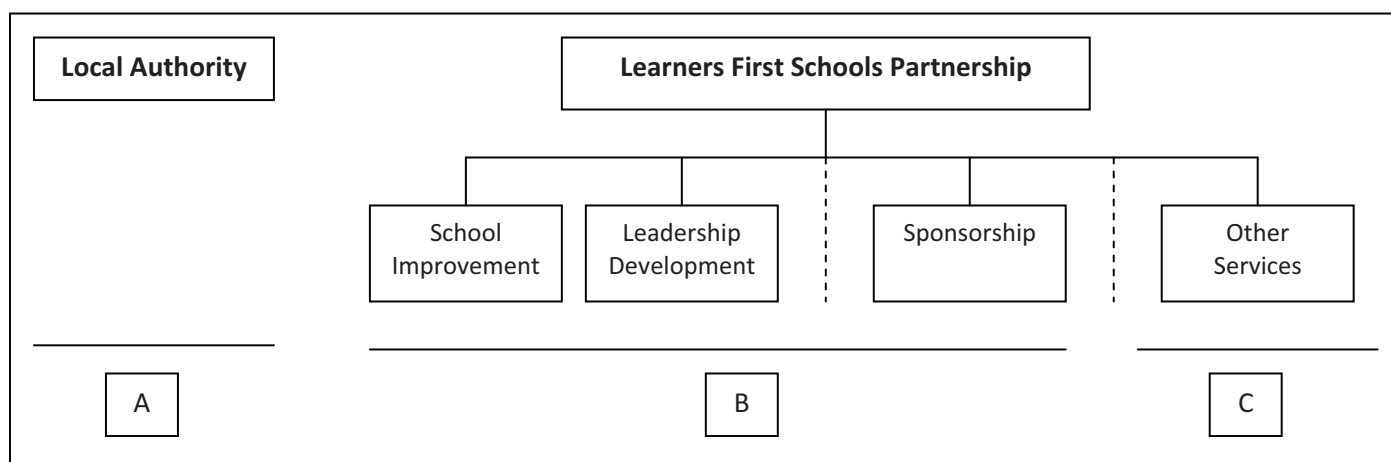
From the outset, school leaders agreed that RoSIP and the TSA must build the necessary, sustainable capacity and capability required to deliver the above Mission in all settings. Throughout the course of the year the collective Partnership can report many successes and areas of impact. It has become increasingly

apparent however, that a more formal partnership structure with clear governance arrangement needs to be put in place to safeguard the work of the Partnership. Such arrangements will help clarify the financial position and our capacity to provide school improvement both formally and informally in the future. Following legal advice (Browne-Jacobson), thorough exploration of all possible options and consultation with the current representative strategic group, the formation of a not-for-profit company was agreed: **'Learners First Schools Partnership Ltd'**. Essentially, the Partnership will remain school led, driven by the Mission and the need to ensure improved outcomes for children and young people. It will be independent of any short term political expediency. Many recently formed school partnerships are exploring company and/or trust arrangements, but for our Partnership the rationale for entering into a company arrangement includes:

- Risk Mitigation
- Organisational and financial clarity (separating agreed Partnership funding from any individual school or the local authority)
- Facilitating further collaborative work (including potential sponsorships)
- Opportunity to bid for grants
- Decision making and composition of the board
- Establishing a brand

4. Core Remit of Learners First Schools Partnership

The primary focus will remain on building excellence and addressing underperformance in equal measure through system led school improvement and leadership development. The key areas are outlined below:



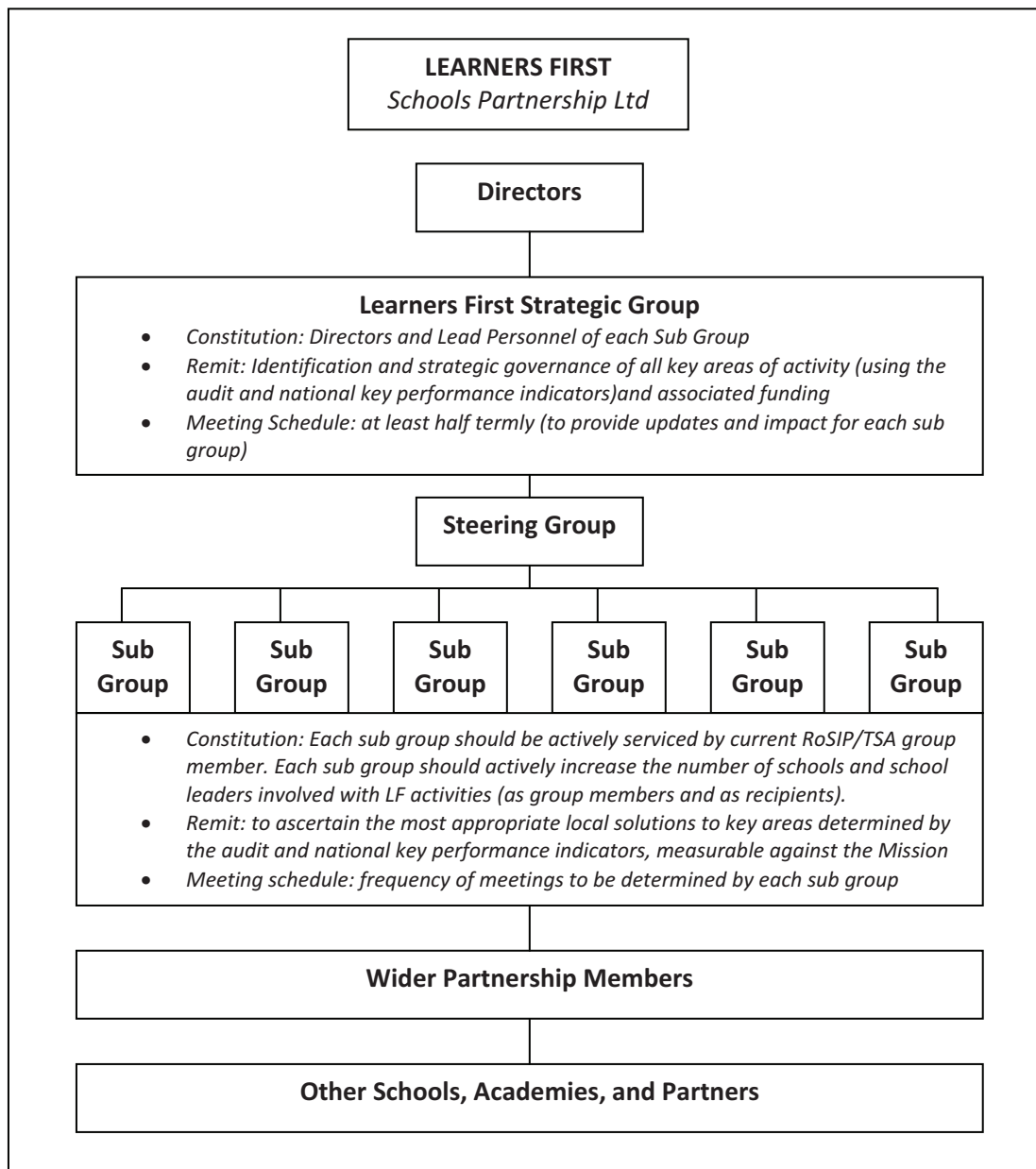
The Company [Learners First Schools Partnership Ltd] is a not for profit company for the advancement of education. The Company has been incorporated by Wickersley [as lead school of the TSA] in accordance with s.11 of the Education Act 2002 and The School Companies Regulations 2002, for the purpose of supporting collaboration to deliver school improvement and to capture “best practice”. The local education authority is designated as the supervising authority for the Company as required by law.

5. Governance of Learners First

When the strategic governance group of RoSIP first formed it was agreed that the governance should be 'light touch, agile and representative without being too large. It must not become too complex and bureaucratic. Heads thought that in the first instance the Partnership Strategic Group should consist a small, representative group of Heads (6-8) licensed by and delegated from each phase along with a Consultant Headteacher from each phase and the CYPs Strategic Director'. As the RoSIP and TSA strategic groups merged and the work of the Partnership has developed and grown over the last year, the membership of the group has continued to expand to such an extent that is no longer able to fulfil its core strategic function. Therefore, it has become necessary to amend our governance arrangements, building upon our existing accountability structures and using legal guidance (from Browne-Jacobson) in accordance

with the formation of Learners First Schools Partnership. The model outlined below is designed to allow the Partnership to:

- maximise impact and outcomes measured against the Mission;
- aid the communication strategy across the partnership;
- ensure consistent and coherent accountability structures and impact measures; and
- ensure key priorities of the partnership are addressed in equal measure.



5.1 Directors

In accordance with the legal requirements of the configuration of a not-for-profit company, a representative board of directors has been established. There are seven directors denoting the 0-19 remit of the Partnership with representation from early years settings, primary, secondary and special schools (effectively covering Teaching School, RoSIP and wider school members). Currently, the directors of Learners First School Partnership are:

- **John Henderson**
Executive Headteacher of Whiston Worrygoose, Whiston J&I and Canklow (primary schools)

- **David Hudson**
National Leader of Education (NLE)
Headteacher of Wickersley School and Sports College (lead school of the Wickersley Teaching School Alliance)
- **Phil Marshall**
Consultant Headteacher
DfE Adviser
- **Alan Richards**
National Leader of Governance (NLG)
Chair of Governors
- **David Silvester**
Primary Headteacher
Chair of Schools Forum
- **Julie Turner**
Local Leader of Education (LLE)
Headteacher of Aughton Early Years
- **Nick Whittaker**
Local Leader of Education (LLE)
Executive Headteacher of Hilltop and Kelford (Special Schools)

5.2 Learners First Strategic Group, Steering Group & Sub Groups

In line with the remit of the original RoSIP **strategic group** agreed by school leaders, this group should be representative of the partnership structure, be accountable to partnership members, comprehensively cover of all key areas of activity, and remain non bureaucratic. This group should therefore consist of a small, representative group of Heads (6-8) licensed by and delegated from each key area of Learners First activity (i.e. the lead personnel of each sub group). The constitution of the strategic group will therefore be the Directors of Learners First and the leader of each sub group. The sub group leads will also meet independently as a **steering group** to discuss and agree operational protocols and procedures to ensure consistency across the sub groups.

The membership of each sub group will be revisited and enhanced through the involvement of additional headteachers and personnel from a range of Local Authorities and settings (including settings with executive headteacher arrangements, federations and multi academy trusts). The sub groups will meet regularly throughout the course of the year, with the lead of each sub group reporting back to each other and the Directors on key areas of activity and impact measured against the Mission at the Learners First Strategic Group/Steering Group meetings. (As an aid, each sub group will be provided with action planning materials.) These meetings, which will be held on a half termly basis, will also serve to ensure effective communication and coherence between the sub groups. Each sub group lead will be charged with the dissemination of information from the Learners First Strategic Group meetings to their group members.

All sub group and strategic group members are advocates of Learners First and are responsible for the dissemination of information and promotion of opportunities to other schools within and beyond the partnership. The progress of each sub group and Learners First in general will be reported to both joint and single phase Headteachers' meetings – in effect 'the shareholders'.

5.3 Learners First Infrastructure

Learners First Schools Partnership will be serviced by an established infrastructure of key personnel working closely with the Strategic Group. The infrastructure includes a finance director, a project director, facilities/events personnel and administrative staff. The Strategic Group consists of outstanding headteachers and leaders (0-19), from across a number of school/academy settings and Local Authority areas, with successful and proven records of school and system leadership. This includes National Leaders of Education (including those with experience of leading a National Support School), Local Leaders of Education, Specialist Leaders of Education, a National Leader of Governance, Consultant Headteachers, and Executive, Academy and Federation Headteachers.

In response to urgent and/or unforeseen situations, Learners First is in the advantageous position to draw upon a large pool of expertise and experience covering all phases, contexts and socio-economic deviations from across a number of Local Authority areas. This includes the commitment and willingness of not only the Strategic and Sub Group members but also of a wider pool of stakeholder headteachers from across the country who possess the necessary expertise, credibility and capacity to undertake headship roles across more than one school/academy, including schools of concern and those in scope. Through its secure governance, strategic leadership, and wide reaching networks (including additional Teaching School Alliances, NLEs from a range of Local Authorities, and HEI providers) Learners First is able to effectively support other schools on their journey to sustainable improvement and the next level of successful performance.

6. Funding Arrangements

Learners First School Partnership is a not for profit company. Any funds that the partnership is in receipt of and/or generates through its core school improvement and leadership work will be profiled against the key areas of activity and reinvested into the school system. The Learners First Strategic group, with the aid of key finance personnel, will be responsible for profiling the budget across the key areas of activity and reporting progress and spending to the whole system.

Priorities for Learners First 2012-13

To Deliver the Mission - all students making at least good progress; no underperforming cohorts; all teachers delivering at least good learning; and all schools moving to at least the next level of successful performance

Governance: Strategic Group

KS2

Budget Allocation: £

REMIT & ACTION PLAN				
Data	Targeted Support	Learning Community	Mathematics	English
Membership	Membership	Membership	Membership	Membership
Remit	Remit	Remit	Remit	Remit
Marketing, events, impact review & R&D				

Targeted Professional Development

Budget Allocation: £

REMIT & ACTION PLAN			
NQT	RQT	Support Staff	
Membership	Membership	Membership	
Remit	Remit	Remit	
Marketing, events, impact review & R&D			

SEN

Budget Allocation: £

REMIT & ACTION PLAN		
Underperforming Cohorts	SEND Progress and Achievement	
Membership	Membership	
Remit	Remit	
Marketing, events, impact review & R&D		

Leadership

Budget Allocation: £

REMIT & ACTION PLAN				
SLE	LLE/NLE	Leadership Licence	Succession Planning	
Membership	Membership	Membership	Membership	
Remit	Remit	Remit	Remit	
Marketing, events, impact review & R&D				

ITT

Budget Allocation: £

REMIT & ACTION PLAN			
GTP	PGCE	School Direct	
Membership	Membership	Membership	
Remit	Remit	Remit	
Marketing, events, impact review & R&D			

KS4

Budget Allocation: £

REMIT & ACTION PLAN			
English	Mathematics	Science	
Membership	Membership	Membership	
Remit	Remit	Remit	
Marketing, events, impact review & R&D			

School Improvement Budget 2011/12 to 2014/15

Last updated: 20th September 2012

4-Year Budget Profile	2011/12	2012/13	2013/14	2014/15	TOTALS
Balance b'fwd	£0.00	£794,611.00	£325,365.13	£163,162.13	
DSG	£764,797.00	£764,797.00	£764,797.00	£764,797.00	£2,029,594
Standards Fund	£275,800.00	£0.00	£0	£0	£275,800
Total budget for Year	£1,040,597.00	£1,559,408.00	£1,090,162.13	£927,959.13	£2,305,394.00
Expenditure	£245,986.00	£1,234,042.88	£927,000.00	£927,000.00	
balance c'fwd	£794,611.00	£325,365.13	£163,162.13	£959.13	

2012/13 Budget

	Units	Rate	Budget 2012/13	Group Sub-totals	% of Exp
KS2				£384,744	31.18%
NLEs	240	£500.00	£120,000		
LLEs	132	£400.00	£52,800		
Data Systems (MAG/FFT)			£59,113		
Targeted Support (SLE)	180	£350.00	£63,000		
Specific School Support (SQ; SB; RO)			£89,831		
KS4				£279,237	22.63%
Maths			£80,159		
English			£68,039		
Science			£68,039		
Targeted Support (SLE)	180	£350.00	£63,000		
SEN			£168,500	£168,500	13.65%
ITT			£180,000	£180,000	14.59%
Leadership Programme				£25,000	2.03%
Leaders of tomorrow		£5,000	£5,000		
Strategic Development			£20,000		
Targeted Professional Development				£57,500	4.66%
ITP/OTP Programme (per course - 6 attendees)	5	£2,100.00	£10,500		
Support staff programmes			£20,000		
NQT/RQT			£8,000		
New programme development costs			£19,000		
Infrastructure				£139,062	11.27%
Central Team			£66,062		
Steering Group Leads			£30,000		
Marketing, Communications, R&D			£15,000		
Events and venue costs			£12,000		
Accountancy & Legal costs			£16,000		
TOTAL			£1,234,043	£1,234,043	100.00%
Balance				£325,365	

ROTHERHAM BOROUGH COUNCIL – REPORT TO SCHOOLS FORUM
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1	Meeting:	Rotherham Schools' Forum
2	Date:	5th October, 2012
3	Title:	Rotherham Total Schools Budget Outturn Report for 31st March 2012

4 Summary

This Budget Outturn Report provides a 2011/12 financial year end position for the Rotherham Total Schools Budget based on actual income and expenditure to the 31st March 2012

The Total Schools Budget Outturn for 2011/12 (including Schools Delegated balances) shows an under spend of £9.8m (5.33%).

This outturn is, before adjusting for the carry-forward of balances:

- **Carry forwards already approved by Schools Forum - £1.3m**
- **School Delegated Carry Forward - £8.4m**
- **Proposed carry forwards for which approval is now requested - £45k**

Assuming the above carry-forwards are agreed this leaves a residual value of £64k to be allocated in 2012/13.

5 Recommendations

That the Schools Forum receives and notes the Schools Budget financial outturn position for the year 2011/12 based on actual income and expenditure to the 31st March 2012.

That the Schools Forum confirms the agreement of the requested carry forwards and considers the allocation of the residual balance.

6 Proposals and Details

6.1.1 The table below summarises the final outturn against agreed budgets:

Service	Revised Budget	Outturn Position to 31 st March 2012	Variations Overspend (+) Underspend (-)	
	£000	£000	£000	%
Autism Communication Team	170	174	4	2.35
Behaviour Support	579	570	-9	-1.55
Maltby BEST	10	10	0	0
Children & Families Special Needs Service	224	234	10	4.46
Children in Public Care	152	134	-18	-11.84
Early Intervention Team	54	54	0	0
Early Years ASD Support	93	85	-8	-8.60
Home to EOTAS Transport	20	19	-1	-5.00
Private, Voluntary & Independent Nursery Education	2,529	2,529	0	0
Education Welfare Central Attendance	17	17	0	0
Hearing Impaired Service	590	571	-19	-3.22
Learning Support Service	327	314	-13	-3.98
Operational Safeguarding Unit	126	126	0	0
Free School Meals Assessment	36	31	-5	-13.89
Portage	204	206	2	0.98
Pupil Referral Units	2,544	2,418	-126	-4.95
Y10/11 RCAT Children	10	3	-7	-70.00
Resources and Business Strategy	1	1	0	0
School Effectiveness Service	1,152	1,143	-9	-0.78
School Catering Service	405	405	0	0
Schools Contingency	152	371	219	144.07
Maintenance of Premises	100	100	0	0
Private Finance Initiative (PFI)	3,233	3,233	0	0
SEN Assessment Team	33	36	3	9.09
SEN Transport to Extra District Schools	101	101	0	0
Special Educational Needs	2,106	2,204	98	4.65
SEN Extra District Placements	-183	-309	-126	-68.85
Trade Union Activities	56	60	4	7.14
Visual Impaired Service	419	407	-12	-2.86
Young People's Service	28	28	0	0
Risky Business	45	38	-7	15.56
Centrally Managed Services	15,333	15,313	-20	-0.13
Plus:				
Delegated Schools Budgets	163,566	155,150	-8,416	-5.15
School Rates	2,260	2,291	31	1.37
Rotherham School Improvement Partnership	767	-21	-788	-102.73
Former Specific Grants	2,124	1,516	-608	-28.62
TOTAL FORECAST OUTTURN POSITION	184,050	174,249	-9,801	-5.33

- 6.1.2 Presented below is an analysis of the main overspends and the underlying reasons beneath them:

Contingency / Schools Carbon Reduction Charge (£219k)

Contingency under spend of £48k, offset by Schools Carbon Reduction provision of £267k.

Special Educational Needs (£98k)

Over spend resulting from an external placements and an additional contribution to Broom Lane PRU offset by under spends due to changes in numbers of placements in Rotherham Schools.

School Rates (£31k)

Increase in rates charges due to re-valuations of school premises.

- 6.1.3 These pressures have been offset by the following under spends:-

Pupil Referral Units (£126k)

Forecast over spends at the Bridge PRU £13k (additional costs of fees from Rotherham College of Arts and Technology and staffing costs) and Riverside PRU £11k (rates, indirect employee costs, supplies and transport). These over spends have been offset by under spends at the Alternative Resource Centre £74k (premises costs), St Mary's £27k (indirect employee expenses, supplies, premises), The Rowan Centre £4k, Education Other than at School £43k (increased income projection) and Broom Lane £2k.

SEN Extra District Placements (£126k)

A decrease in the cost of placements from this needs led budget.

Delegated Schools Budgets (£8,416k)

Those schools with balances above 5% (Secondary and 8% (Primary) have provided explanations for the reasons for those balances. These are to be considered by the sub group.

Rotherham School Improvement Partnership (£788k)

The total amount remaining un spent consists of the agreed allocation of DSG £767k and the balance further agreed allocation of residual Standards Fund Grant £21k. This total has been agreed to be carried forward to 2012/13 and the budget re-profiled.(see 6.2.1).

Former Specific Grants (£608k)

Extended Services £301k (see 6.2.1).

A further under spend of £78k from Former Specific Grants transferred into DSG was incurred to offset the pressures outlined in 6.1.2.

Thrybergh EAZ has under spent by £80k and North West Rotherham EAZ have a balance of £104k (see 6.2.1)
Of the £100k allocated to pay for the YHGFL contract only £55k has been invoiced for leaving an unspent balance of £45k (see 6.2.2)

6.2.1 The agreed carry-forward balances are as follows:

- Rotherham School Improvement Partnership £788k
- Extended Services £301k agreed by Schools Forum (Minute 180 13th May 2011) to allow the service to continue until the end of August 2012.
- Education Action Zones £184k

6.2.2 The carry-forward balances requesting approval are as follows:

- YHGFL £45k is required in the new financial year to pay for the rest of the 2011/12 contract not yet invoiced for.
- As per the agreement between the Partnership PRU's the following carry-forwards require approval:

The Bridge	£13,454 Deficit C/F
St Mary's	£27,262 Surplus C/F
Riverside	£10,742 Deficit C/F

6.2.3 On the assumption that the above carry-forwards are approved, a residual balance of £64k will be available to reallocate in the new financial year 2012/13.

7. Finance

Finance details are included in section 6 above.

8. Risks and Uncertainties

The outturn figures included in this report are subject to internal quality assurance work on the Statement of Accounts which will be undertaken during May/June 2012. The outturn is also subject to external audit verification during June/July.

9. Policy and Performance Agenda Implications

10. Background Papers and Consultation

Contact Name: Amy Skelton – Principal Finance Officer (Children and Young People's Services), *Financial Services ext: 22045, email Amy.Skelton@rotherham.gov.uk*

1.	Meeting:	Rotherham Schools Forum
2.	Date:	5 th October 2012
3.	Title:	Total Schools Budget Monitoring Report as at 31 st August 2012
4.	Directorate:	Children and Young People's Services

5. Summary

This report confirms the Total Schools budgeted allocation for 2012/13 and projected outturn against this budget using expenditure up to 31st August 2012.

The Total Schools budget available after confirmation of the Dedicated Schools Grant allocation, the EFA post 16 funding for 2012/13 and the DSG Carry-forward from 2011/12 is £184.118m. Compared to the initial estimate this equates to a reduction in available funding of £287k.

The current projected outturn against the above budget based on expenditure up to the 31st August 2012 is an under-spend of £27k, including the assumption of agreed carry-forwards of £1.321m to 2012/13 financial year.

6. Recommendations

That the Schools Forum receives and notes confirmation of the Total Schools Budget allocation for 2012/12

That the Schools Forum notes the current projected outturn position for the year 2012/13 and confirms agreement to the proposed virements.

That schools Forum consider the carry-forward of RoSIP budget into 2013/14

7. Revision to Total Schools Budget

The total amount of grant funding available to Rotherham for the current financial year was estimated at £184.405m. The actual amount available has now been confirmed as £184.118m as a result of the following:

DSG had been estimated at £183.345m including an estimate for academy recoupment. The actual recoupment figure is higher resulting in actual DSG being £558k less.

Post 16 funding from the EFA has been confirmed at £1.267m being £105k less than the estimate.

The projected carry-forward of DSG from 2011/12 was estimated to be a £312k deficit. The actual carry-forward was a surplus of £64k.

The overall effect on available Total Schools Budget has been a reduction of £287k.

	Original Allocation	Revised Allocation	Reduction
	£'000	£'000	£'000
Dedicated Schools Grant	183,345	182,787	558
EFA Post 16 Special Education	989	969	20
EFA Post 16 Threshold	383	298	85
Carry Forward from 2010/11	-312	64	(increase) 376
Total	184,405	184,118	287

8. Total Schools Budget Projected Outturn 2012/13

The forecast outturn position is projected to be a £27k under spend based on the budget monitoring returns from budget holders for the period ending 31st August. Details are shown in Appendix 1.

This projection is based on the assumption that all requested carry-forwards from 2011/12 have been approved.

8.1.1 Proposed Budget Virements

Over spends were projected on the following budgets due to unachievable vacancy factors:

Autism Communications Team	£7k
Hearing Impaired	£2k
Learning Support	£5k
Portage	£13k
Trade Unions	£2k
Visually Impaired	£9k
Total	£38k

Proposed virements have been included in Appendix 1 to offset these over spends with under spends on the following budgets resulting from staff slippage:

Behaviour Support	£73k
Children in Public Care	£2k
Early Years ASD Support	£9k
Total	£84k

The balance of £46k had been transferred to reduce the projected over spend on Special Educational Needs.

8.1.2 Delegated Schools Budgets

For the purposes of this report the forecast outturn position on schools the DSG is estimated to be a balanced position. However, it should be noted that schools have reported a £3.971m under spend as at the end of July.

8.1.3 The main variances against Revised Budget allocations are as follows:

Pupil Referral Units

There are forecast over spends at The Bridge £48k, Riverside PRU £29k, The Rowan Centre £23k and Broom Lane £60k.

These over spends have been offset by projected under spends at St Mary's £5k, Education Other than at School £4k and Transport £6k.

Special Educational Needs

An over spend of £195k has been projected due to an expected increase in cost in the number of needs-led places.

SEN Extra District Placements

An over spend of £119k has been projected due to a reduction of income from other local authorities.

Extended Services

Of the £300k carried forward from 2011/12, a projected £23k under spend has been forecast due to staff slippage.

Rotherham School Improvement Partnership

Currently an under spend of £380k is projected. The services requests that this balance be carried forward to 2013/14.

Should this be approved the projected outturn across the remaining Total Schools Budget would be a £353k over spend.

9 Finance

The financial issues are discussed in section 8 above and included in Appendix 1.

10 Risks and Uncertainties

Principal risks and uncertainties relate to the 'needs led' nature of budgets in relation to Special Educational Needs pupils.

11 Policy and Performance Agenda Implications

It is the intention of the Department for Education to give schools more autonomy and responsibility for spending decisions. Rotherham has recently formed the Rotherham School Improvement Partnership which is a move towards transferring the responsibility for School Improvement interventions to schools.

12 Background Papers and Consultation

This report will be discussed with the Strategic Director of Children and Young People's Service and the Strategic Director of Finance.

Contact Name:

Amy Skelton – Principal Finance Officer (Children and Young People's Services),
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APPENDIX 1 - Total Schools Budget Monitoring Report 2012/13

Description	Original Budget Allocation £'000	Revision to Initial Estimate	Proposed Budget Virements	Total Adjustments	Revised Budget Allocation £'000	C/Fwd Balances from 2011/12 £'000	Total DSG Budget for 2012/13 £'000	Actual Spend 1st April to 31st August £'000	Projected Outturn Position £'000	Current Projected Year End Variance £'000
Delegated Schools Budgets	163,865		765	765	164,630		164,630	68,596	164,630	0
School Rates	2,455			0	2,455		2,455	1,023	2,455	0
RSIP	768		-203	-203	565	788	1,353	75	973	-380
Centrally Managed Services for Schools										
Autism Communication Team	170		7	7	177		177	73	177	0
Behaviour Support	572		-40	-40	532		532	198	532	0
Children in Public Care	152		-2	-2	150		150	104	150	0
Early Years ASD Support	93		-9	-9	84		84	41	84	0
Private, Voluntary and Independent Nursery Education	2,832		0	0	2,832		2,832	1,237	2,832	0
Education Welfare Central Attendance Team	31		19	19	50		50	180	50	0
CYPS Standards and Development	0		41	41	41		41	25	41	0
Hearing Impaired Service	590		2	2	592		592	242	592	0
Learning Support Service	327		5	5	332		332	-83	332	0
Operational Safeguarding Unit	126		-60	-60	66		66	269	66	0
Free School Meals Assessment	36		0	0	36		36	0	36	0
Portage	204		13	13	217		217	92	217	0
Pupil Referral Units	2,502		18	18	2,520	3	2,523	1,168	2,668	145
School Effectiveness Service	1,430		-13	-13	1,417		1,417	720	1,417	0
School Catering Service	178		0	0	178		178	101	178	0
Y10/11 RCAT Children	10		0	0	10		10	3	10	0
Schools Contingency: Primary Schools in Financial Difficulty	120		0	0	120		120	25	120	0
Schools Contingency: Redundancy	157		0	0	157		157	31	157	0
Schools Contingency: PVI & Maintained Early Years	198		0	0	198		198	0	198	0
Schools Contingency: Carbon Reduction Commitment	212		0	0	212		212	0	212	0
PFI	3,445		0	0	3,445		3,445	3,445	3,445	0
SEN Assessment Team	33		0	0	33		33	210	33	0
SEN Transport to Extra District Schools	101		0	0	101		101	61	101	0
Special Educational Needs	3,003		-569	-569	2,434		2,434	1,948	2,629	195
SEN Extra District Placements	-386		0	0	-386		-386	-12	-267	119
Trade Union Activities	56		2	2	58		58	5	58	0
Visual Impaired Service	419		9	9	428		428	173	428	0
Young People's Service	73		0	0	73		73	56	73	0
Facilities Managemnet - Welcome Centre	0		15	15	15		15	7	15	0
Extended Services	0		0	0	0	300	300	109	277	-23
Education Action Zones	0		0	0	0	184	184	14	184	0
City Learning Zones	163		0	0	163		163	68	163	0
Former Standards Funds Grant - Broadband Connectivity	100		0	0	100	45	145	23	145	0
Sub Total	16,947	0	-562	-562	16,384	533	16,917	10,530	17,354	436
Estimated Grant Adjustment	370	-351		-351	19		19		0	-19
Grant Carried Forward from 211/12	0	64		64	64		64		0	-64
TOTAL	184,405	-287	0	-287	184,118	1,321	185,438	80,224	185,412	-27

ROTHERHAM BOROUGH COUNCIL – REPORT TO SCHOOLS FORUM
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1.	Meeting:-	Schools Forum
2.	Date:-	5th October 2012
3.	Title:-	Early Years PVI Budget - Progress Report
4.	Directorate:-	CYPS

5. Background

Early Education in the Private, Voluntary, Independent sector is provided by a total of 78 providers (including 14 Children's Centres). They provide early education sessions for children from the term after their third birthday until they access school provision at either F1 or F2. A total 25 schools in Rotherham do not offer F1 provision. Nine of those have PVI providers are on school sites who provide F1 provision for the school.

Children are entitled to early education from the term after their third birthday, enabling some children to access 5 terms before they start full time school in September. As this is an entitlement rather than statutory requirement, the budget for this provision is entirely needs led based on parental demand. Availability of early education for 2 year olds will also have an impact on take-up of 3 year old early education as children will move seamlessly into 3 year old early education who otherwise may not have taken the provision up as soon as they were eligible. The increase in provision of early education of 2 year olds will have the positive benefit of ensuring that the most disadvantaged 2 year olds in the borough are better prepared for school.

All local authorities receive funding for 2 year old early education within the early intervention grant in 2012/13. From September 2013 the offer of early education for disadvantaged 2 year olds will be a statutory requirement and funding will be included within the DSG in 2013/14.

6. Finance

The early education budget for 2012/13 was set at £2.832m (a 2% increase on 2011/12) with a contingency of £170k to cover any increases in demand for places due to increased awareness of parents as well as 2 year old early education children moving seamlessly to 3 year old early education plus a £28k contingency for increased take-up in the maintained sector.

The current budget position, based on payments made for the summer term (actual take-up) and payments made for the autumn term (estimate figures) is £10,533 under the profiled spend.

The summer term projected part time equivalent take-up of eligible children in the PVI sector was 36%, actual was 35.5%. The autumn term projected take-up was 26%, estimate is 27.8%.

Based on the current position, it is unlikely that we will require the full amount of contingency funding for the PVI sector this year. However, a more accurate projection will not be available until the end of December when headcount information for the autumn term and estimate information for the spring term is available.

Overall, take-up of early education has increased with 90.4% of eligible children taking up a place in the summer term across both schools and PVI providers (2011/12 level was 86.8%).

The take-up levels in schools have risen from 47.8% in 2011/12 to 49.7% in 2012/13 for the summer term. In addition there has been an increase in 82 part-time equivalent children accessing a place in the maintained sector between the spring and summer terms.

It is likely that contingency funding will be needed for the maintained sector.

A total of 242 two year olds have moved seamlessly from a two year old early education place into a three year old early education place in April and September this year. Further two year olds will move into their three year old place in January.

Proposed changes to the early education funding process for 2013/14

The new Statutory Guidance for the delivery of early education for 3 and 4 year olds came into force in September 2012. This includes a number of changes to delivery

- Delivery over minimum of 2 days
- Delivered between 7am and 7pm (maximum of 10 hours per day)
- Delivery all year round
- Only fund providers rated 'satisfactory' if they can also evidence a commitment to improving the quality of their provision

In addition, we are proposing and have consulted with providers, on a number of changes locally to streamline the process and improve management of the budget.

The proposal is to:

- Fund providers based on a 'headcount' on DfE termly census dates, with an adjustment at the end of term, rather than the current process of funding based on an 'estimate' taken the previous term. This will result in more accurate payments, reduce the need for adjustments at the end of the term and provide us with more timely, accurate information on take-up, enabling more effective budget management.
- Require providers to submit headcount details electronically. This will reduce the time taken to process claims as well as significantly reduce the amount of printing

Take-up of Early Education

A parental survey was carried out in April this year to identify reasons for non take-up of early education. 827 of 2011/12 Foundation 2 children had not taken up their full early education entitlement prior to starting full time school.

The findings showed that lack of awareness; lack of knowledge of where to access a place; lack of provision close enough to home and parental choice were all reasons for non take up.

The lowest levels of take-up are for children entitled to 4 terms of early education i.e. eligible to take-up a place from the summer term.

There was a significant difference both in awareness levels and take-up in the most deprived areas of the borough.

Action is being taken to proactively raise parental awareness of the entitlement. In addition, data from childcare providers has been captured and detailed analysis will take place areas to identify potential opportunities for new provision to meet current / future demand for early education for 2, 3 and 4 year olds.

8. Risks and Uncertainties

As this is a needs led budget, it is important to take into account the following factors which could have an impact on take-up of early education and therefore budget required:

- Number of eligible children – the projections are based on birth statistics provided by Health. This information assumes accuracy of this data and does not take into account any movement of children into or out of the area.
- Take-up rates – increases in children taking up their full entitlement whether that be for full number of terms entitled to or number of hours (max 15 hours per week) would impact on the budget
- 2 year old early education – the impact of delivery of 2 year old early education places is not currently fully known
- Awareness raising activity could increase take-up levels
- New provision – any new provision opening in the borough could increase take-up
- Parental choice – awareness raising could increase take-up, however, a number of parents may still chose not to take up their early education entitlement
- Changes to the DfE Code of Practice for the delivery of early education including enabling children to take up their entitlement over a minimum of 2 days rather than the current minimum of 3 days. This could increase take-up

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