



## Notice of meeting of

### Decision Session - Executive Member for Children & Young People's Services

**To:** Councillor Runciman (Executive Member)

**Date:** Tuesday, 9 June 2009

**Time:** 4.00 pm

**Venue:** The Guildhall, York

### AGENDA

#### Notice to Members - Calling In:

Members are reminded that, should they wish to call in any item on this agenda, notice must be given to Democracy Support Group by:

**10:00 am on Monday 8 June 2009**, if an item is called in *before* a decision is taken, *or*

**4:00 pm on Thursday, 11 June 2009**, if an item is called in *after* a decision has been taken.

Items called in will be considered by the Scrutiny Management Committee.

#### 1. **Declarations of Interest**

At this point Members are asked to declare any personal or prejudicial interests they may have in the business on this agenda.

2. **Minutes** (Pages 3 - 14)  
To approve and sign the minutes of the last meeting of the Executive Member for Children and Young People Advisory Panel held on 12 March 2009.
3. **Exclusion of Press and Public**  
To consider excluding the press and public from the meeting during consideration of Annex C of agenda item 6 ("Quality and Access for all Young Children"- Allocations of Capital Grant) on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). This information is classed as exempt under Paragraph 3 of Schedule 12A to Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006.
4. **Public Participation**  
At this point in the meeting, members of the public who have registered their wish to speak at the meeting can do so. The deadline for registering is **Monday 8 June 2009 at 5:00 pm**.
5. **Appointment of Local Authority School Governors** (Pages 15 - 26)  
This report provides information about the current position with regard to vacancies for Local Authority seats on governing bodies, lists current nominations for those vacancies, as detailed in Annex 1, and requests the appointment, or re-appointment, of the listed nominees.
6. **"Quality and Access for all Young Children" - Allocations of Capital Grant** (Pages 27 - 44)  
This paper seeks approval of bids from the Private, Voluntary and Independent (PVI) sector against the local authority's allocation of the "Quality and Access for all Young Children Capital Grant". These bids have been recommended by a panel established for this purpose.
7. **Urgent Business**  
Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

Name: Jayne Carr

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For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

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## **Holding the Executive to Account**

The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Decision Session) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

## **Scrutiny Committees**

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

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City of York Council

Committee Minutes

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MEETING	EXECUTIVE MEMBER FOR CHILDREN & YOUNG PEOPLE'S SERVICES AND ADVISORY PANEL
DATE	12 MARCH 2009
PRESENT	COUNCILLORS FUNNELL (CHAIR), BROOKS (VICE-CHAIR), D'AGORNE, GUNNELL, MERRETT, RUNCIMAN (EXECUTIVE MEMBER), R WATSON, WAUDBY, MR W SCHOFIELD (CO-OPTED STATUTORY MEMBER), MS F BARCLAY (CO-OPTED NON-STATUTORY MEMBER), MRS A BURN (CO-OPTED NON-STATUTORY MEMBER), MRS J ELLIS (CO-OPTED NON-STATUTORY MEMBER) AND DR A BIRKINSHAW (CO-OPTED NON-STATUTORY MEMBER)
APOLOGIES	DR D SELICK

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**53. DECLARATIONS OF INTEREST**

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda, in addition to the general non-prejudicial interests detailed on the sheet attached to the agenda.

No interests were declared in addition to those that had been circulated with the agenda.

**54. MINUTES**

Officers reported that a number of meetings had been held with Playspace and that there had been a narrowing in the funding gap. There would be a continuation in the provision at each of the centres on two nights a week.

RESOLVED: That the minutes of the last meeting of the Executive Member for Children and Young People's Services and Advisory Panel, held on 19 January 2009 be approved and signed as a correct record subject to minute 50 paragraph 5 being amended to read "were concerned at the implications for Playspace *and the 68 Centre*".

**55. PUBLIC PARTICIPATION**

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

Councillor Gillies, in his capacity as Ward Councillor for Rufforth Primary School, had requested to speak to agenda item 5 – Admission

Arrangements and Admission Limits for Schools in York from September 2010 (minute 57 refers). He stated that he was speaking on behalf of Rufforth School and its Governing Body and was seeking support for their request that the admission limit for the school be increased from 10 students to 12 students. Details were given of pupil numbers currently at the school and of future projections. Additional reasons put forward for increasing the limit included:

- The need to ensure that infant class size funding was sustained in the longer term.
- The scope to employ an additional teacher rather than having one teacher for three age groups.
- The new extension provided accommodation for the requested increase in numbers.
- Additional pupils entering the village had been granted a place at the school by the Local Authority. The Governing Body had had to respond to this increase by spending £42,000 of its future devolved capital funding.
- If the school were slightly larger it could make better provision and support for children with regards to resources and staffing.
- The school would be better able to accommodate parental preference. The slight increase in numbers would make the school more viable whilst retaining the essence of a small school.

The small increase would make a difference in terms of economies of scale, would support parental preference and enable the school to continue to thrive.

## **56. LOCAL AUTHORITY GOVERNOR APPOINTMENTS**

Members considered a report that informed them of the current position with regard to vacancies for Local Authority seats on governing bodies, listed current nominations for those vacancies (detailed in Annex 1 to the report) and requested the appointment or reappointment of the listed nominees.

It was noted that paragraph 3 of the report should read that there would be seven Local Authority Governor vacancies remaining after the proposed appointments were made and that two applicants had been placed in community governor vacancies since the previous paper presented to Members. All nominations were CRB cleared before being presented for consideration.

### Advice of the Advisory Panel

- (i) That the Executive Member be advised to appoint or re-appoint the Local Authority Governors to fill vacant seats as proposed in Annex 1 to the report<sup>1</sup>.
- (ii) That thanks be recorded to Governors for the work that they carried out and the time that they gave to the role.



Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To ensure that local authority places on school governing bodies continue to be filled effectively.

Action Required

Notify nominees and governing bodies of the appointments CB

**57. ADMISSION ARRANGEMENTS AND ADMISSION LIMITS FOR PRIMARY AND SECONDARY SCHOOLS IN YORK FROM SEPTEMBER 2010**

Members considered a report that sought approval for the co-ordinated schemes and admissions policies for both primary and secondary schools for the 2010/11 academic year and approval of the proposed individual school maximum admission limits for the academic year beginning in September 2010.

The Local Authority had consulted with relevant admissions authorities and the proposed admission arrangements had also been considered by the local Admissions Forum.

It was noted that Manor CE School was significantly oversubscribed and that some pupils from the local community were not being allocated a place. It was proposed that a meeting of the Admissions Forum would be convened to give further consideration to the Admissions Policy for the school.

Consideration was given to Annex A of the report which detailed the arguments for and against the request by Rufforth Primary School to increase their admission limit from 10 to 12. Officers stated that although only a small increase was being requested, if this were to be granted it would have an impact on neighbouring primary schools. To approve the request may also set a precedent for other schools. There were no concerns regarding the viability of the school at its current level.

Advice of the Advisory Panel

That the Executive Member be advised

- (i) That the City of York co-ordinated schemes and admission policies for both primary and secondary schools for the 2010/11 academic year, as set out in Annexes C-F of the report, be approved<sup>1</sup>.
- (ii) That the proposed individual school maximum admission limits for the academic year beginning in September 2010, as set out in Annex B to the report, be approved<sup>2</sup>.

- (iii) That, although the request for an increase in the admission number for Rufforth Primary School not be approved for the 2010/11 academic year, the pattern of admissions be kept under review<sup>3</sup>.
- (iv) That, in respect of Manor CE School, Members recommended that the Admissions Policy for the school be considered by the Admissions Forum and that officers be delegated the authority to make representations to the school regarding this matter following that meeting, in consultation with the Executive Member and Shadow Executive Member<sup>4</sup>.

Decision of the Executive Member

That the advice of the Advisory Panel be accepted and endorsed.

REASON: To meet the statutory requirements of the School Admissions Code of Practice.

Action Required

- 1&2 Implement admissions policies and admission numbers CB  
from September 2010 CB
- 3. Monitor admission numbers for Rufforth Primary School CB
- 4. Refer the matter to the Admissions Forum

**58. SCHOOL TERM DATES AND HOLIDAYS 2010/2011**

Members considered a report that sought formal approval for the term dates and holidays for the school year 2010/2011. The report also included information on the action taken by the Local Authority to align the dates with those of neighbouring authorities.

Advice of the Advisory Panel

That the Executive Member be advised that the pattern of school terms and holidays for 2010/11 (Option 1), as proposed in Annex 1 to the report, be approved<sup>1</sup>.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To provide clarity for parents, schools and pupils on term dates in the City of York.

Action Required

- 1. Publicise the agreed school term dates CB

**59. YOUNG PEOPLE'S SERVICES: SERVICE ASSET MANAGEMENT PLAN**

Members had received a report on the proposed Young People's Services Service Asset Management Plan (SAMP). The SAMP had been included as Annex A to the report.

RESOLVED: That this item be deferred.

- REASONS: (i) The plan was to be updated in the light of current discussions around the Myplace bid.
- (ii) The Plan was to be broadened to consider the wider assets for which the department and partners were responsible.

**60. SERVICE PLAN AND BUDGET MONITOR 3**

Members received a report that analysed performance by reference to the service plan, the budget and the performance indicators for all of the services funded through the Children's Services budget.

Members were pleased to note the many achievements that had taken place including the work on integrated services, the opening on schedule of the new premises for York High School and the fifty percent reduction in exclusions.

Attention was drawn to two challenges that the Directorate was facing:

- The economic downturn was having an impact on the target to reduce the proportion of 16-17 year olds who are NEET. A number of apprentices were losing their jobs and there had been a reduction in the number of employers who were able to offer work-based training.
- There had been an increase in the number of Looked After Children. The figure now stood at 200, although a number of these children were to be adopted during the next twelve months.

Officers were asked why there had been an increase in the number of Looked After Children. They explained that this mirrored the national picture and that one of the factors was that young people were remaining with foster carers beyond the age of 18. Early intervention to seek to prevent the need for children to be taken into care continued to be a focus for development.

Members were updated on the current financial position. It was anticipated that most budgets would come in at or about the level of the current approved budget. Details were given of the exceptions to this, including an increase in expenditure in respect of social care and an increase in the projected net overspend on Home to School transport. There was also a shortfall in Adult Education grant income - this was partly due to a delay in the "Train to Gain" funding, although this was now coming on stream.

Consideration was given to performance against the indicators. Officers were asked about the action that was being taken in respect of the decrease in the percentage of pupils progressing by two levels in Maths between KS3 and KS4 (NI 98). Details were given of the strategies that had been put in place to support schools and the work that the consultants were carrying out.

Members sought an update on the situation in respect of the Myplace bid. They were informed that the Big Lottery Fund has announced the results of the first round of bidding and had allocated more funding than had originally been proposed. There would be a second round of bidding later in the year but further details of the timescale for this and details of the amount of funding available were still awaited. Phil Bixby, the community architect, continued to work on the project. The costs of the Railway Institute scheme would be around £7-8m, which was more than the maximum that could be bid for under the present arrangements. It was therefore important to look at establishing other funding arrangements. A meeting was to be held with Network Rail the following month. A suggestion was put forward that a synergy between Myplace and the new stadium should be explored. It was stressed that it was important that Myplace was readily accessible to young people and hence issues such as the proposed cuts in bus services could have significant implications.

Members were concerned to note that health visitor input had been withdrawn from the delivery of the Family Foundations programme and also from the Children's Centres planned core offer parenting courses. Officers stated that this issue was being discussed with the PCT and would be raised at a planned meeting with the new Chief Executive of the PCT.

Alison Birkinshaw drew Members' attention to the increasing number of college students who were homeless. This was a growing problem and was often as a result of difficulties within the family. Because of issues in respect of funding, colleges were finding it difficult to offer the level of support to students that they would wish.

### Advice of the Advisory Panel

- (i) That the Executive Member be advised to note the performance of services within the directorate funded through the Children's Services budget.
- (ii) That it be requested that the situation in respect of homeless young people be closely monitored<sup>1</sup>.
- (iii) That schools and officers be congratulated on the many achievements evidenced in the report, including the reduction in the number of exclusions.

### Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To ensure appropriate performance management arrangements are in place for the work of the department.

Action Required

1. Put in place arrangements to assess/monitor situation re      CB  
homeless young people

**61. CAPITAL PROGRAMME MONITOR 3**

Members received a report on the Capital Programme 2008-09. The report:

- Informed Members of the likely out-turn position of the 2009/09 Capital Programme.
- Advised Members of changes to existing schemes and reprofiling of expenditure to allow the more effective management and monitoring of the Capital Programme.
- Informed Members of any slippage in budgets between financial years.
- Informed Members of any new schemes and sought approval for their addition to the 2008/11 Capital Programme.

Officers stated that an expression of interest had been submitted in respect of the "Building Schools for the Future" initiative and the outcome had been that York had been placed 56<sup>th</sup> on the indicative prioritisation list. The Authority had a good record in successfully delivering building projects and hence it was optimistic as to the timescale within which funding would be made available.

Members were updated on current projects and were pleased to note the progress that was being made.

Advice of the Advisory Panel

That the Executive Member be advised:

- (i) That the capital programme forecast outturn for 2008/09, as shown in Annex A, be noted.
- (ii) That the additions and amendments to the capital programme, detailed in the report and summarised in Annex A, be approved.
- (iii) That the scheme reprofiling and slippage detailed in the report and summarised in Annex A be approved.
- (iv) That the scheme virements detailed in the report be approved, subject to the approval of the Executive<sup>1</sup>.
- (v) That the revised capital programme, as shown at Annex A of the report, be agreed, subject to the approval of the Executive<sup>2</sup>.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To enable the effective management and monitoring of the capital programme.

Action Required

1&2 To refer to the Executive as part of the Capital Monitoring Report

CB

**62. LCCS SERVICES PLANS FOR 2009/10**

Members received a report seeking approval for the Service Plans for council services that were wholly or partially funded from the Children's Services budget.

The plans had been produced by service managers in response to the strategic plans for the authority. Members were invited to put forward modifications to the service plans within the planning framework for the authority.

Officers were asked if there were implications arising from Lord Laming's Report that would impact on the service plans. They explained that the report, which had been published that day, had as its reference Lord Laming's earlier report following the death of Victoria Climbié. The Local Authority had changed many of its practices as a result of the recommendations contained in the first report and these were now embedded in the work that it was carrying out. The report that had been published as a result of the "Baby P" case had endorsed the recommendations contained in the first report but had highlighted issues with regard to the recommendations not having been systematically implemented. Members were informed of the key issues in the report. Managers had already been made aware of the findings of the report and had welcomed the contents. Although the Local Authority had already put in place Lord Laming's original recommendations it was not complacent. It continued to take its responsibilities in respect of the safeguarding of children very seriously and was looking to develop even further its early intervention strategies.

Concerns were expressed as to whether the targets in respect of the achievement of Looked After Children (LAC) were sufficiently challenging. Officers explained that they had very high ambitions as to the progress of LAC but that the targets had been based on Fischer Family Trust data on the performance of children already in the system. Details were given of the strategies that were in place to support the achievement of LAC, including personal education plans and individual tuition. School Improvement Partners had also been asked to discuss with headteachers the tracking of progress for vulnerable and Looked After Children.

The Executive Member commended the safeguarding work that was taking place and the way in which Members and officers were able to work together effectively to promote the best outcomes for young people.

Advice of the Advisory Panel

That the Executive Member be advised that the Service Plans for 2009/10, as attached to the report, be approved<sup>1</sup>.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To ensure that managers in Learning, Culture and Children's Services are in a position to implement the strategic priorities for the directorate.

Action Required

Service Plans to be implemented

CB

**63. UPDATE ON MACHINERY OF GOVERNMENT CHANGES AND PROGRESS OF 14-19 REFORMS**

Members received a report that presented an update on further progress within the city in taking forward the Machinery of Government (MOG) changes, including the transfer to the Local Authority of funding for 16-19 education, and the 14-19 curriculum reforms, since the report presented to the committee on 6 November 2008.

Dr Birkinshaw drew attention to a number of points within the report:

- It was important to separate commissioners from providers.
- Concerns were expressed in respect of aspects of Archbishop Holgate's School post-16 Applied Learning Centre provision. The proposal to offer A Levels in Applied Science (Double Award) and Mathematics were at variance with the school's previously stated intentions. Although some pure engineering degrees did require A Level mathematics, not all engineering degrees did so. A neighbouring school was willing to facilitate a timetable that would enable students from Archbishop Holgate to take A Level mathematics. The comment in respect of a BTEC being too closely aligned to technician careers was unwelcome as there was a move away from viewing BTECs in this way.
- The information provided at the stakeholder consultation event had been useful and it was disappointing to note that the event had not been well attended. Consideration needed to be given as to how to address this issue when future events were arranged.
- There was a lack of parity in the funding per head for students who attended college when compared to those who attended Sixth Form. It

was not possible to compare “like for like” when considering issues in respect of schools and colleges.

- There were serious concerns in respect of funding for capital projects at colleges.

Officers stated that the concerns that had been raised regarding the A Level provision offered at Archbishop Holgate had been noted and that they had been assured that the Applied Science Award was being offered only as an interim measure until the introduction of the Science Diploma. The issues in respect of timetabling of A Level Mathematics at other establishments could be overcome. The Local Authority did not support the school’s view in respect of BTEC provision being too closely aligned to technician careers. It was hoped that the issues raised could be addressed as the Local Authority was pleased that the school was developing its Sixth Form provision, as this would allow greater breadth of opportunities to learners in York. The Local Authority acknowledged that the disparity in funding between schools and colleges was a significant issue.

Members expressed their thanks to the 14-19 Partnership Manager and to other officers involved in implementing the 14-19 reforms for the work that they were carrying out.

#### Advice of the Advisory Panel

That the Executive Member be advised:

- (i) That the Stage 2 Submission from the North and East Yorkshire Sub Regional Grouping and the associated arrangements for sub regional working be endorsed.
- (ii) That the opportunities and challenges presented by the Machinery of Government changes, the sound initial position of the Local Authority, LSC and sub regional partners and the progress already made be noted.
- (iii) That the continuing good progress on developments linked to the 14-19 curriculum reforms, including successful completion of activities signposted in the report of 6 November 2008, be noted.

#### Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To ensure that the Local Authority is in position to assume new statutory responsibilities associated with the post 16 funding transfer, that it can continue to make progress to this end through the tracking and transition years and that progress towards the 2013 learner entitlement in the city can be maintained.



**64. FUTURE SCRUTINY ARRANGEMENTS**

The Chair reminded the Group that this would be the last EMAP meeting as, from June 2009, there would be changes to the way in which the Council carried out its scrutiny role and the way in which Executive Members took decisions. She thanked the committee for the work that they had carried out and made special mention of the contribution made by the co-opted statutory and non-statutory members. Their input had been most useful and the Chair expressed her hope that they would be willing to continue to serve on the new Scrutiny Committee.

The Director of Learning, Culture and Children's Services paid tribute to the way in which the Chair and the other members of the committee had carried out their role and thanked them for their work.

Councillor C Runciman  
Executive Member for Children and Young People's Services

Councillor C Funnell, Chair  
[The meeting started at 6.00 pm and finished at 8.00 pm].

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## Meeting of the Executive Member for Children's Services

9 June 2009

Report of the Director of Learning, Culture and Children's Services

### Local Authority (LA) School Governors

#### Summary

1. This report provides information about the current position with regard to vacancies for LA seats on governing bodies, lists current nominations for those vacancies, as detailed in Annex 1, and requests the appointment, or re-appointment, of the listed nominees

#### Background

2. National benchmarking data on governor vacancies indicates a national average of 12% for LA governor vacancies. York has five (3%) LA vacancies at the time of writing this report.
3. Some vacancies will be generated by those existing governors not wishing to stand for a further term of office. The following table summarises the current position of LA vacancies and appointments in City of York schools.

Total number of LA seats in City of York schools	171
Number of LA seats currently filled (or held)	153
Number of new LA appointments addressed by this paper	4
Number of LA reappointments addressed by this paper	13
Number of LA appointments in progress	9
Number of LA vacancies remaining after this paper (excluding those where a nominee has been identified or where it has been agreed to hold vacancies)	5(3%)
Number of applicants placed in community vacancies since the last report.	1

<b>Political affiliation of LA governors</b>		
<b>Party</b>	<b>Number of governors</b>	<b>Percentage of all LA governors</b>
<b>Labour</b>	<b>18</b>	12%
<b>Lib Dem</b>	<b>17</b>	12%
<b>Conservative</b>	<b>3</b>	2%
<b>Green</b>	<b>2</b>	1%
<b>Independent</b>	<b>2</b>	1%
<b>Others</b>	<b>111</b>	72 %

### **Identification of vacancies**

4. The overall picture of governor vacancies is informed by a detailed database, which includes records of all schools, the structure of their governing bodies, individuals who serve as governors and terms of office.
5. From the database can be determined such information as current vacancies and terms of office which are due to expire. In this way the Governance Service can clearly identify in advance the actions which are required and act accordingly.

### **Reviewing Vacancies**

6. The vacancy position is under constant review. When potential new governors are identified the candidate is interviewed to discuss their interest and suitability. The Chair of Governors and headteacher are also asked to meet with the candidate and show him or her around the school prior to nomination for appointment. This allows the school to assess the potential candidate in terms of a good match for the needs of the governing body and current governors.
7. Where a term of office is due to expire, the individuals are contacted to ask whether they would like their name to be put forward again for reappointment. Chairs and headteachers are contacted to invite any relevant supporting information. Where a reappointment is appropriate, this is included on the nomination paper for consideration by the Executive Member.
8. All Local Authority governors are required to apply for an enhanced disclosure from the Criminal Records Bureau.
9. It should be noted that, as well as filling LA vacancies, the Governance Service also assists schools who are having difficulties filling community governor vacancies.

### **Political Balance**

10. In York the LA governor seats are filled on merit, rather than by strict consideration of political balance. Just under a third of LA governors are, in practice, linked to one of the political parties. Amongst this number there is a balance which very broadly reflects the political balance within the authority. As and when a situation arises in which any party has significantly more seats than their political representation would indicate to be appropriate, steps may be taken to redress the balance over a period of time, whilst always considering the need to identify the best possible governor for a school, rather than taking account of individuals' political affiliation.

### **Consultation**

11. Consultation on the nominations for appointment has been undertaken in accordance with the agreed procedure for the appointment of LA governors.

### **Options**

12. The Executive Member has the options of appointing/re-appointing or not appointing to fill vacant seat as proposed at Annex 1.

### **Analysis**

13. If the Executive Member chooses not to appoint to fill vacant seats this will have a detrimental impact on the work of governors bodies and their ability to meet statutory requirements.

### **Corporate Priorities**

14. Good effective school governance does play a significant role in enhancing individual institutions and contributing as a result to the Learning City corporate priority which describes how

“We want to make sure that local people have access to world class education and training facilities and provision”

### **Implications**

15. There are no implications relating to equalities, crime and disorder, ITT, property, financial, legal or HR issues arising from this report.

### **Risk Management**

16. In compliance with the Council's risk management strategy, there are no risks associated with the recommendations of this report. Good active governance arrangements do contribute to effective school management arrangements and, as a result, reduce risks to the organisation.

## Recommendations

17. That the Executive Member appoints or re-appoints, LA Governors to fill vacant seats as proposed in Annex 1.

Reason: to ensure that local authority places on school governing bodies continue to be effectively filled

## Contact Details

### Author:

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### Chief Officer Responsible for the report:

Pete Dwyer  
Director of Learning, Culture and Children's Services

Report Approved  Date

Pete Dwyer  
Director of Learning, Culture and Children's Services

Report Approved  Date

### Specialist Implications Officer(s)

None

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

## Background Papers

None

## Annexes

Annex 1 details the current position of LA governor vacancies and lists those governors who are being nominated for appointment or re-appointment.

## LA GOVERNOR NOMINATIONS AND VACANCIES: SUMMER TERM 2009

### PRIMARY SCHOOLS

Name of School	Badger Hill Primary School				
Number of LA Governors	3	Total number of governors			14
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Dr A Brabbs	None	01/07/2006	30/06/2010	N/A	
Miss S Valentine	None	21/01/2008	20/01/2012	N/A	
Vacancy					31/08/2008
<b>Nomination (s) for 1 vacancy</b>					
Mr John McCarthy – ‘My reasons for wanting to become a school governor are three-fold. Firstly I am new to York, having moved here 12 months ago, and am keen to offer my services to the local community in a way that will also allow me to learn more and meet more members of the community. My interest in education for children has recently greatly increased with my eldest child having started in full-time education in September 2008. I am very motivated to learn more about education in York and to provide help where I can. Finally I am always looking to learn new skills and see a school governor role as a perfect way of combining all of the above reasons.’					
Affiliation: none		Appointment: with immediate effect			

Name of School	Bishopthorpe Infant School				
Number of LA Governors	3	Total number of governors			14
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mr D G Livesley	Lib Dem	05/04/2006	04/04/2010	N/A	
Mrs S Sutton	None	05/04/2006	04/04/2010	N/A	
Vacancy					02/12/2008
<b>Nomination (s) for 1 vacancy</b>					
A nominee has been identified and is currently going through the appointment process.					

Name of School	Carr Junior School				
Number of LA Governors	3	Total number of governors			17
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mr A Hewitt	None	04/09/2008	03/09/2012	N/A	
Mrs C Cox	None	10/06/2008	09/06/2012	N/A	
Vacancy					02/03/2009
<b>Nomination (s) for 1 vacancy</b>					
A nominee has been identified and is currently going through the appointment process.					

Name of School	Dunnington CE Primary School				
Number of LA Governors	2	Total number of governors			15
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Prof PN Smith	None	01/09/2005	31/08/2009	Yes	
Ms JA Greenwood	Lib Dem	01/09/2005	31/08/2009	N/A	
<b>Nomination (s) for reappointment</b>					
Prof PN Smith confirmed that he would like to stand for a further term of office.					

Name of School	Dringhouses Primary School				
Number of LA Governors	3	Total number of governors			17
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mrs C Hanby	None	01/09/2006	31/08/2010	N/A	
Mrs C Proctor	None	12/03/2009	11/03/2013	N/A	
Vacancy					29/01/2009
<b>Nomination (s) for 1 vacancy</b>					
A nominee has been identified and is currently going through the appointment process.					

Name of School	Federation of Our Lady's & English Martyrs' RC Primary School				
Number of LA Governors	2	Total number of governors			20
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Ms T Matilainen	None	01/09/2006	31/08/2010	N/A	
Vacancy					30/04/2009
<b>Nomination for 1 vacancy:</b>					
None					

Name of School	Headlands Primary School				
Number of LA Governors	3	Total number of governors			15
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mr I Cuthbertson	Lib Dem	01/09/2008	31/08/2012	N/A	
Ms J Dickinson	None	01/11/2008	31/10/2012	N/A	
Vacancy					26/03/2009
<b>Nomination (s) for 1 vacancy</b>					
Emma Davison – 'I am a family law solicitor. The very nature of my job requires me to assimilate large volumes of information, respect confidentiality, demonstrate tact and diplomacy, listen to people who are frequently very emotional, communicate clearly and problem solve.... I am interested in the promotion of education in children and ensuring that all children have the opportunity to maximise their skills and achieve their goals irrespective of their background.'					
<b>Affiliation: none                      Appointment: with immediate effect</b>					

Name of School	Hempland Primary School				
Number of LA Governors	4	Total number of governors			18
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Ms H Rylatt-Vest	None	01/09/2006	31/08/2012	N/A	
Mr R Hudson	None	10/06/2008	09/06/2012	N/A	
Mr C Waite	Labour	01/09/2005	31/08/2009	Not confirmed	
Mr C Hudson	None	01/09/2005	31/08/2009	Yes	
<b>Nomination (s) for reappointment</b>					
Mr C Hudson confirmed that he would like to stand for a further term of office.					
At the time of preparing this report Mr Waite had not indicated whether or not he wished to stand for a further term of office. His term will therefore expire on 31 August 2009.					



Name of School	Huntington Primary School				
Number of LA Governors	4	Total number of governors			18
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mr S Botham	None	01/01/2006	31/12/2009	N/A	
Miss M Donoghue	None	01/01/2006	31/12/2009	N/A	
Mr J Bailey	Cons	14/03/2007	13/03/2011	N/A	
Vacancy					23/02/2009
<b>Nomination (s) for 1 vacancy</b> None					

Name of School	Knavesmire Primary School				
Number of LA Governors	4	Total number of governors			18
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Cllr A Fraser	Labour	01/09/2006	31/08/2010	N/A	
Mrs A Cox	None	13/06/2005	12/06/2009	Yes	
Mr T Elwell	None	04/12/2008	03/12/2012	N/A	
Vacancy					05/01/2009
<b>Nomination (s) for 1 vacancy</b> None					
<b>Nomination (s) for reappointment</b> Mrs A Cox confirmed that she would like to stand for a further term of office.					

Name of School	Lakeside Primary School				
Number of LA Governors	3	Total number of governors			14
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mrs C Mo	None	14/03/2009	13/03/2013	N/A	
Mr M Goring	None	04/12/2008	03/12/2012	N/A	
Cllr A Waudby	Lib Dem	01/09/2005	31/08/2009	Yes	
<b>Nomination (s) for reappointment</b> Cllr A Waudby confirmed that she would like to stand for a further term of office.					

Name of School	Lord Deramore's Primary School				
Number of LA Governors	2	Total number of governors			15
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Vacancy					01/11/2008
Vacancy					15/12/2008
<b>Nomination (s) for 1st vacancy</b> A Gilmour – 'Having been temporarily a foundation governor (C-of-E school) while we had no priest in the parish ... I took part in the training for new governors which showed the breadth of responsibilities and I found it very interesting. I found the work was very stimulating mentally and I enjoyed the feeling of contributing to the community. The group of diverse individuals all worked together towards a common goal and the enthusiasm for the school community was readily felt. I was (a very long time ago) a teacher in Scotland... and currently I'm two years into a three year term as secretary of the Church Council. The voluntary work does mean that I have experience of working as a team member and of being involved in decision making.					
<b>Affiliation: none</b> <b>Appointment: with immediate effect</b>					
<b>Nomination (s) for 2nd vacancy</b> A nominee has been identified for the second vacancy and is currently going through the appointment process.					

Name of School	Naburn CE Primary School				
Number of LA Governors	2	Total number of governors			12
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mr R Knott	None	10/06/2008	09/06/2012	N/A	
Vacancy					24/10/2008
<b>Nomination (s) for 1 vacancy</b> A nominee has been identified and is currently going through the appointment process.					

Name of School	Poppleton Ousebank				
Number of LA Governors	3	Total number of governors			17
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Dr W Stone	None	01/09/2005	31/08/2009	Yes	
Mr G Bradley	None	01/09/2006	31/08/2010	N/A	
Mrs S Camplin	None	12/03/2009	11/03/2013	N/A	
<b>Nomination (s) for reappointment</b> Dr W Stone confirmed that he would like to stand for a further term of office.					

Name of School	Ralph Butterfield Primary School				
Number of LA Governors	3	Total number of governors			15
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mrs P Wilford	Lib Dem	01/10/2005	30/09/2009	N/A	
Mr P Payton	None	01/09/2006	31/08/2010	N/A	
Vacancy					31/08/2008
<b>Nomination (s) for 1 vacancy</b> A nominee has been identified and is currently going through the appointment process.					

Name of School	Scarcroft Primary School				
Number of LA Governors	4	Total number of governors			18
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mr W Hayler	None	06/09/2007	05/09/2011	N/A	
Dr I S MacPherson	None	01/09/2008	31/08/2009	Yes	
Mr J B Campbell	None	01/07/2006	30/06/2010	N/A	
Mrs C Towse	None	01/09/2005	31/08/2009	Not confirmed	
<b>Nomination (s) for reappointment</b> Dr I S MacPherson confirmed that he would like to stand for a further term of office.  At the time of preparing this report Mrs Towse had not indicated whether or not she wished to stand for a further term of office. Her term will therefore expire on 31 August 2009.					

Name of School	St Aelred's RC School				
Number of LA Governors	1	Total number of governors			12
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Vacancy					26/03/2009
<b>Nomination (s) for 1 vacancy</b> A nominee has been identified and is currently going through the appointment process.					

Name of School		St Barnabas' CE School			
Number of LA Governors	2	Total number of governors			15
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mr R Cregan	Labour	01/09/2005	31/08/2009	Yes	
Vacancy					24/03/2009
<b>Nomination (s) for reappointment</b> Mr R Cregan confirmed that he would like to stand for a further term of office.					
<b>Nomination (s) for 1 vacancy</b> None					

Name of School		St Paul's CE School			
Number of LA Governors	2	Total number of governors			14
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Cllr D Merrett	None	06/12/2007	05/12/2011	N/A	
Vacancy					08/05/2009
<b>Nomination (s) for 1 vacancy</b> None					

Name of School		Stockton on the Forest School			
Number of LA Governors	2	Total number of governors			12
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mrs S Whitaker	None	01/09/2005	31/08/2009	Yes	
Mr R Lister	None	22/11/2005	21/11/2009	N/A	
<b>Nomination (s) for reappointment</b> Mrs S Whitaker confirmed that she would like to stand for a further term of office.					

Name of School		Westfield Primary Community School			
Number of LA Governors	4	Total number of governors			20
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mrs J Waite	None	12/06/2007	11/06/2011	N/A	
Cllr A M Waller	Lib Dem	01/05/2005	30/04/2009	Yes	
Vacancy					13/03/2009
Vacancy					13/03/2009
<b>Nomination (s) for reappointment</b> Cllr A M Waller confirmed that he would like to stand for a further term of office.					
<b>Nomination (s) for 2 vacancies</b> A nominee has been identified for each of these vacancies and both are currently going through the appointment process.					

Name of School	Wiggington Primary School				
Number of LA Governors	3	Total number of governors			16
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mr G Colbeck	None	01/08/2008	31/07/2012	N/A	
Mr R Lister	None	21/03/2006	20/03/2010	N/A	
Mr J Clark	Lib Dem	01/09/2005	31/08/2009	Yes	
<b>Nomination (s) for reappointment</b>					
Mr J Clark confirmed that he would like to stand for a further term of office.					

Name of School	Woodthorpe Primary School				
Number of LA Governors	4	Total number of governors			18
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mrs J S Talbot	Lib Dem	01/09/2006	31/08/2010	N/A	
Cllr A Reid	Lib Dem	01/09/2005	31/08/2009	Yes	
Mr B Ferguson	Labour	01/09/2006	31/08/2010	N/A	
Mr J Browne	None	12/03/2009	11/03/2013	N/A	
<b>Nomination (s) for reappointment</b>					
Cllr A Reid confirmed that she would like to stand for a further term of office.					

## SECONDARY SCHOOLS

Name of School	Fulford School				
Number of LA Governors	4	Total number of governors			20
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Mr I Dolben	None	01/09/2005	31/08/2009	Yes	
Mr D Robertson	None	04/12/2009	03/12/2012	N/A	
Ms D Craghill	Green	22/11/2005	21/11/2009	N/A	
Vacancy					13/02/2009
<p><b>Nomination (s) for reappointment</b> Mr I Dolben confirmed that he would like to stand for a further term of office.</p> <p><b>Nomination (s) for 1 vacancy</b> Patricia Miller – 'I have recently returned from Cambodia .... where I was an Educational Advisor to the senior staff of the Provincial Office for Education. Before I went to Cambodia I was an Assistant Principal (14-19 Manager) at York College, with the responsibility for the development and running of all courses offered at the College for 14-19 year olds. I have also worked as a teacher and as an educational manager in Universities and Secondary Schools as well as F.E Colleges. I was an Ofsted Additional Inspector of Colleges from 2000 to 2005. I am now fully retired... and would like to be a school governor to help support and assist a school to develop educational opportunities for all its children in its community and to work with the Head teacher, staff and other governors to support improvements within the school and to ensure that good practice is continuous and sustainable.'</p> <p><b>Affiliation: none</b>                      <b>Appointment: with immediate effect</b></p>					

Name of School	Manor Church of England School				
Number of LA Governors	3	Total number of governors			14
Current appointees	Affiliation	From	To	Restanding	Vacancy since
Miss J L Wright	Cons	01/09/2005	31/08/2009	Yes	
Mrs J Hopton	Inde	01/09/2008	31/08/2012	N/A	
<p><b>Nomination (s) for reappointment</b> Miss J L Wright confirmed that she would like to stand for a further term of office.</p>					

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Meeting of the Executive Member for Children's Services

9 June 2009

Report of the Director of Learning, Culture and Children's Services

## **“Quality and Access for all Young Children” – Allocation of Early Years Capital Grant**

### **Summary**

1. This paper seeks approval of bids from the Private, Voluntary and Independent (PVI) sector against the local authority's allocation of the “Quality and Access for All Young Children Capital Grant”. These bids have been recommended by a panel established for this purpose.

### **Background**

2. In November 2007 the government announced this new **Early Years Capital grant : Quality and Access**. This funding is in addition to the capital funding announced specifically for the development of children's centres and the capital funding for extended schools announced as part of the School Capital Settlement.
3. This new grant has three aims:
  1. To improve the quality of the learning environment in early years settings to support delivery of the Early Years Foundation Stage, with a particular emphasis on improving play and physical activities; and Information, Communications and Technology resources.
  2. To ensure all children, including disabled children, are able to access provision.
  3. To enable PVI providers to deliver the extension to the free offer for three and four year olds and to do so flexibly.
4. The government's expectation is that the majority of this capital grant is used to improve the quality of the environment in private, voluntary and independent (PVI) early years and childcare settings, both to support higher quality experiences for young children, and to ensure that all children can access services and benefit fully from them.

5. This new capital grant must be used for the three broad purposes set out above but it is for the Local Authority to decide how best to deploy the grant for maximum impact and value for money. For example, the grant can be used to fund 100% of the cost of work/equipment for those providers which have little or no resource of their own; for others with more resources, the grant can be provided on a matched funding basis.
6. In a paper to Executive Member and Advisory Panel (EMAP) on the 17 July 2008, we recommended a process for inviting all eligible providers to bid into the fund in three batches. Initially it was anticipated that 3 tranches would be sufficient, however on further consideration we believe it is appropriate to make 2 further tranches available, to ensure equitable access to the grant. The current paper reports on the outcome of the second tranche of bids, the closing date for which was 25<sup>th</sup> February 2009. A copy of the letter sent to providers is at **Annex D**.
7. Approval was given for 41 bids in the first tranche at EMAP on 19<sup>th</sup> January 2009. 34 contracts have as a result been issued to all bids over £2,500. On return of the contract the project is allocated 50% of the total applied for. Final payment is made on receipt of final invoice and completion of the project. Work on all projects has begun, 8 are completed.
8. A small number of settings failed to account for VAT within their project, similarly a number have been completed at less than the estimated cost. Expenditure to date remains within the budget allocated.
9. The following gives a breakdown from the first tranche of spending within the different categories. IT £42,336, Outdoor Equipment/Installations £186,644, Canopies £31,281, Building Alterations £21,171, and Resources £20,855.
10. Progress reports have been received on first wave projects, a more detailed monitoring form will also be issued 6 months after the completion of the project. This monitoring form specifically challenges the provider to assess the impact of the project against the 4 Themes and Principles of the Early Years Foundation Stage.
11. The proposed closing dates for tranches 3, 4 and 5 are 27<sup>th</sup> May 2009, 2nd October 2009 tranche 4 and 29th January 2010 for tranche 5.

## **Consultation**

12. The criteria for application into the funding stream emphasises the need for applicants to provide clear evidence of consultation with key partners, particularly through Shared Foundation Partnerships. The bids approved must also be consistent with the local Child Care Sufficiency Assessment for the authority, a document produced in York following major consultation activity with all stakeholders including users of childcare services.
13. The assessment panel convened to consider the bids was drawn from membership of the "places sub-group" which is part of the Early Years and



Extended Schools Partnership. Members of the panel included Peggy Sleight (Chair of the Early Years and Extended Schools Partnership), the Pre-School Learning Alliance, the National Childminding Association, the National Day Nurseries association, as well as representatives from Education Planning, Finance, the Training and Development Unit and the Early Years and Extended Schools Service. All bids were assessed against a set of agreed criteria.

14. A meeting of the DMT for Learning Culture and Children's Services considered a paper on 27th April 2009 and supported the recommendations contained in this report.

### **Options**

15. Executive Member has the option of approving or rejecting the bids from the Private, Voluntary and Independent sector to use the new "Quality and Access Early Years Capital Grant Allocation", as recommended by the panel.

### **Analysis**

16. Research shows that children will only benefit fully from early education and care if it is of high quality: a high quality setting also needs the right built environment and adequate and appropriate resources. This means providing enough space for larger group sizes which can also be used flexibly and up-to-date facilities and equipment to support children's learning and development. This new Quality and Access grant will allow Local Authorities to invest strategically to ensure that the PVI sector is able to deliver high quality learning and development for all children. This is particularly important for York given that most of our three and four year olds are in the non-maintained sector, which had not previously been able to access similar types or levels of funding.
17. Expenditure eligible for grants under the fund includes:
  - equipment to ensure that practitioners can effectively observe and capture children's progress – digital cameras, scanners and video recorders, laptop and desktop PCs;
  - information and communication technology – laptop and desktop PCs, digital cameras, video and sound recorders, hi-fi equipment;
  - provision of stimulating and accessible outdoor play space and equipment – this includes the purchase of land to be developed for this purpose;
  - development of adequate indoor space for age-appropriate play activities and suitable rest areas;
  - replenishing and replacing toy stocks and purchasing other learning and development materials and resources to support the EYFS;
  - resources to encourage a rich and stimulating language environment in line with Letters and Sounds – musical instruments, tape recorders, CDs as well as books, rhymes and signs.

18. The Panel received some applications for similar items that would cost under £2,500 and therefore it is proposed to bulk purchase such items and distribute them (rather than cash) to the applicants. It is proposed that other settings will be able to take advantage of similar bulk purchase arrangements. An example of such items could be ICT equipment e.g. printers, digital cameras etc.
19. Every setting must have an inclusion policy setting out how it will meet the needs of all children, in line with delivery of the Early Years Foundation Stage (EYFS). However, ensuring full access, particularly for disabled children, and providing facilities and equipment for disabled children and children with SEN, can often require adaptations. The allocation of this new Quality and Access grant creates opportunities for us to further progress this agenda, particularly where it can be combined with other funding streams.
20. Settings from the PVI sector were invited to access support from the Extended Schools Remodeling Consultant (ESRC) team prior to completing their bids.
21. **Annex A** refers to bids that the Panel considered met the agreed criteria. **Annex B** refers to bids that the Panel agreed with in principle but that had sections which required additional work. **Annex C** refers to bids that the Panel felt did not meet the criteria and needed substantial additional work; for reasons of possible commercial sensitivity, this annex is confidential.

## Corporate Objectives

22. This paper clearly contributes to the Corporate Priority aimed at “we want to make sure that local people have access to world-class education and training facilities and provision. This will help them to develop the skills and aspirations they need to play an active part in society and contribute to the life of the city”

## Implications

- **Financial**

23. The DCSF has allocated York £2.1m over the three year period 2008/09-2010/11 to be spent on capital projects under this heading.
24. A total of 52 bids to the value of £495,356 were received in the second tranche. Of these, 29 bids totaling £255,754 are recommended for full approval, with a further 17 bids totaling £171,988 recommended for approval in principle subject to certain conditions being met. Bids received covered childminders (7), private day nurseries (25), independent schools (1) and pre-school playgroups (20).
25. As detailed above, the first tranche of successful bids was approved at EMAP on 19/01/2009, and totaled £284k. The adjustments referred to in paragraph 8 have resulted in a net additional cost from the grant of approximately £18k, increasing the amount allocated from the first tranche of awards to £302k.

26 The approval of the second tranche of bids as summarised in paragraph 24 will result in approvals to date of £730k out of the total available of £2.1m, which must be spent by 31<sup>st</sup> March 2011. This leaves an amount of approximately £1.37m to be allocated. Although the DCSF has an expectation that the majority of the grant will be spent in the PVI sector, the local authority does have flexibility to move funding across the three main capital blocks referred to in paragraph 2.

- **Human Resources (HR)** *There are no HR implications*
- **Equalities** *There are no Equalities implications)*
- **Legal**–*There are no legal implications*
- **Crime and Disorder**– *There are no Crime and Disorder implications*
- **Information Technology (IT)**–*There are no IT implications*
- **Property**– *There are no property implications*
- **Other**

### **Risk Management**

27 Risks are minimised by the application of recommended and clear criteria, by the transparent process of bidding and by the level of consultation undertaken around the use of the capital funding stream. The additional capital work such funding stimulates will carry some risks but they are minimised given the relative scale of the developments, through clear project management and through regular reporting arrangements to Executive Member being in place. It is recognised that working through the PVI sector will require particular support arrangements and these are in place within the Early Years and Extended Schools Service.

### **Recommendations**

28 That the Executive Member be advised:

- 1) To accept the recommendations of the panel for the second tranche of bids for the Quality and Access Early Years Capital Grant Allocation as set out in the annexes as follows:
  - annex (a) approved
  - annex (b) accepted in principle but requires additional information
  - annex (c) requires substantial reworking and should be declined at this stage

Reason: to enable the further development of early years provision in York, in accordance with government guidelines.

2) To approve that Early Years and Extended Schools Service should bulk purchase certain items under £2500 and distribute them directly to settings

Reason: to obtain economies of scale.

**Contact Details**

**Author:**  
**Ann Spetch**  
**Quality Care and Education**  
**Manager**  
**Early Years and Extended**  
**Schools Services**  
Ext 4592

**Chief Officer Responsible for the report:**  
**Pete Dwyer**  
**Director of Learning, Culture and Children's**  
**Services**

Report Approved  Date 26 May 2009

Co-Author's Name  
Sabbir Ahmed  
Business Support Manager  
Early Years and Extended  
Schools Service  
Ext 4609

Report Approved  Date 26 May 2009

**Specialist Implications Officer(s)** *List information for all*  
Financial  
Name Mike Barugh  
Title Principal Accountant  
Tel No. Ext 4573

**Wards Affected:** *List wards or tick box to indicate all*

All

**For further information please contact the author of the report**

**Background Papers:** None

**Annexes**

**Annex A:** bids recommended for approval

**Annex B:** bids recommended in principle, subject to the provision of additional information

**Annex C:** bids that should be declined at this stage (**Confidential**)

**Annex D:** Letter to Providers

## Recommended for Approval

## Annex A

Bid	Setting	Amount		Comments
46	Beehive Playgroup	£15,163	Safety fence, canopy/shelter and associated fencing – PPL bid recommended	Recommended
48	Little Rowans Day Nursery	£14,797	RSS quote for safety surface Image Playground shed and shelter	Recommended
52	Ladybirds Playgroup	£7475	Providing storage facilities	Recommended subject to any planning consent that may be necessary
54	Heworth Green Day Nursery	£8,329	Sheltered outdoor space 0 Inside 2 Outside option 1 including vat	Recommended
56	Burnholme Nursery/Stockton Lane Playgroup	£4,702	IT equipment – suggested normal computer mouse and 'big switches' for children with additional needs	Recommended
57	Walmgate Day Nursery	£3,920	All IT equipment and resources except the smart board that the setting withdrew from the bid	Recommended
60	Funfishers	£7,440	Two way camera link and retractable fencing	Recommended
61	Amanda Hodgson - childminder	£11,046	To provide all weather outdoor play area	Recommended
63	Scarcroft Green Day Nursery	£4,030	IT equipment – equipment for baby room not accepted	Recommended
64	Smarty Pants Day Nursery	£13,475	IT equipment – not all requested items approved	Recommended

<b>Bid</b>	<b>Setting</b>	<b>Amount</b>		<b>Comments</b>
66	Little St. Mary's Pre-School	£11,000	IT equipment – quote ref SPP431- evidence still required of consultation	Recommended
67a/b	Kaleidoscope Acorn	£3,384	ICT equipment – ensure workstations are accessible for children with additional needs. A copy of inclusion policy is required.	Recommended
68	Little Acorn Nursery – Clifton	£3,560	Sensory garden – Astek quote recommended. Water feature needs to be discussed with Ann Spetch before work commences.	Recommended
69	Little Acorn Nursery – Clifton	£11,459	Outdoor play area – Playscheme bid recommended. Waterproof clothing, garden equipment (excluding rakes). Outdoor storage to be discussed with A Spetch before proceeding.	Recommended
70	Little Acorn Nursery – New Earswick	£7,889	Adventure Path – Playscheme bid recommended	Recommended
71	Little Acorn Nursery – New Earswick	£9,999	Sensory garden – Playscheme bid recommended	Recommended
72	Leeman Road Playgroup	£10,956	Outdoor play area – Playscheme bid recommended as most accessible/inclusive	Recommended
73	Heathers Day Nursery	£15,559	Outdoor play area – Agreed to preferred choice.	Recommended
75	Straylands Day Nursery	£4,056	PC worlds IT equipment and furniture from Morleys	Recommended

<b>Bid</b>	<b>Setting</b>	<b>Amount</b>		<b>Comments</b>
77	Clifton Pre-preparatory School	£8050	Hexagonal building – Woodstoc bid recommended	Recommended
79	Quackers Playgroup	£21,000	Garden and associated works and conservatory subject to meeting any planning approval that may be necessary	Recommended
81	Elvington Under 5's	£9,974	Outdoor play area – York Construction Service approved quote. Copy of inclusion policy required	Recommended
86	York College Day Nursery	£19,049	Outdoor play area – Preferred contractor recommended	Recommended
87	York College Day Nursery	£2,560	SEN resources for specific child	Recommended
90	Bishopthorpe Pre-School	£2,516	IT equipment, air curtain and resources – alphabet teaching tubs not approved	Recommended
91	Bishopthorpe Pre-School	£4,012	Storage/playhouse, bikes etc., equipment trolley, gardening equipment. Recommended to consider purchase small adult hand tools. Rakes not to be purchased for safety reasons.	Recommended
94	Fulford Pre-School	£7,876	IT equipment	Recommended
95	Fulford Pre-School	£11,188	Sensory room and equipment – DIY quote accepted together with equipment M3 – M13	Recommended
96	Child with additional needs	£1,290	Equipment for specific child with additional needs	Recommended

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## Recommended in Principle

## Annex B

Bid	Setting	Amount		Comments
45	Amanda Lawson - childminder	£5,350	Porch, carport, repairs to drive, new bathroom and toilet facilities	Recommended in principle - Porch and carport. Not recommended – new bathroom and toilet facilities and repairs to drive that are the responsibility of the childminder
47	Polly Anna's Day Nursery	£12,803	Furniture, alterations to kitchen and flooring	Recommended in principle furniture from Community Playthings. Not recommended – alterations to kitchen (not EYFS). Flooring not included in original bid to be discussed with A Spetch
50	Justine Sturdy – childminder	£1,500	IT equipment, outdoor play equipment, ridge on toys, multicultural dolls, role play equipment and musical instruments	Recommended in principle. Need to revisit some items with a view to using more natural materials
51	Poppleton Road Playgroup	£2,286	IT equipment, gates, ramp and handrail and resources.	Recommended in principle. More information and prices required on some items.
53	Askham Bar Day Nursery	£12,884	Development of sensory area, extended learning opportunities and development of outdoor play area and IT equipment.	Recommended in principle subject to receipt of two additional quotations and written confirmation from David Barren (CYC) for the development of the space

Bid	Setting	Amount		Comments
55	Heworth Green Day Nursery	£1,008	IT equipment	Recommended in principle. Need to check age appropriateness of some of the resources.
58	Rainbow Playgroup	£26,000	Outdoor play equipment	Recommended in principle. 2 further quotations required
59	Osaldwick Children	£1,069	IT equipment	Recommended in principle. Needs 3 quotations for each item. Evidence of consultation and inclusion policy
62	Salvation Army Playgroup	£3,336	IT equipment and gym equipment, climbing and balancing apparatus and resources	Recommended in principle. Clarification needed on Magic Story Bookcase and Story cushions
74	Claudia Pinkney – childminder	£1,770	Alterations to outdoor play area, IT equipment	Recommended in principle. Patio area subject to 3 <sup>rd</sup> quotation. Work with NCMA to provide IT equipment more suitable for under 5's. Binder not approved.
80	Stockton on Forest Day Nursery	£25,000	Development of outdoor play area and equipment	Recommended in principle. Question whether there is 'too much equipment in the space available' and 'does need toning down'. Consider mix and match from quotations. Playscheme more accurately reflects the 'nature of rural setting'.

Bid	Setting	Amount		Comments
82	Station House Day Nursery	£30,000	New entrance to outdoor area. Development of outdoor play area	Recommended in principle. – Approval for new entrance to outdoor area – lowest quotation. Playscheme quotation gives more 'natural look' a visit and discussion would be useful, could then look at 'mix and match' priorities.
84	Daisy Chain Day Nursery	£4,279	IT equipment	Recommended in principle. 3 quotations necessary and evidence of consultation
85	Daisy Chain Day Nursery	£2,377	Resources to built on children's experience of different cultures and faiths.	Recommended in principle. 3 quotations necessary and evident of consultation.
88b	Kaleidoscope Acomb	£11.000	Safety surfacing for outdoor area and providing shelter using sun canopies.	Recommended in principle. More quotations required.
92	Heworth House Day Nursery	£14,693	IT equipment and 2 canopies	Recommended in principle. Additional quotation needed for canopy. No evidence of consultation
93	Little Joes Day Nursery	£16,633	Canopies and outdoor play equipment	Recommended in principle. Another quote from a different company is required. Resources need to be of natural materials not plastic

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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26 August 2008

Dear Provider

**Quality and Access for All Young Children – Three Year Allocations of Early Years Capital Grant**

I am writing to let you know about funding which the Department for Children Schools and Families (DCSF) has made available. This presents a really significant opportunity for providers to implement changes to the environment to better meet welfare standards.

Aims of the Funding

There is a total of £2.1 million over the next three years to be spent on capital projects (those with a value of at least £2,500 resulting in a tangible asset). There are three aims to the funding;

- To improve the quality of the learning environment in early years settings to support delivery of the EYFS, with a particular emphasis on improving play and physical activities and ICT resources.
- To ensure all children, including disabled children, are able to access provision.
- To enable providers to deliver the extension to the free offer for 3 and 4 year olds and to do so flexibly.

Capital expenditure is not necessarily limited to single purchases over £2,500; the following categories of expenditure are also included:

- **Grouped assets:** i.e. assets of a similar nature are purchased at the same time, for example as part of a project. The value of the individual assets may be below £2,500, but the total value of all the assets determines whether expenditure falls above or below the capitalisation threshold.
- **Bulked assets:** i.e. a bulk purchase of furniture or computer assets where the value of the individual items is below £2,500. As with grouped assets, the total value determines whether expenditure falls above or below the capitalisation threshold.

An Environment Strategy for the Early Years and Extended Schools Service has also just been developed with our partners on the Places Sub Group, a sub group of the Early Years and Extended Schools Partnership. The Strategy describes our vision for quality childcare environments and can be viewed on our website at <http://www.yor-ok.org.uk/earlyyears.html> alongside the letter from the DCSF that sets out the detail of this particular grant.

**Value for Money**

Projects that provide the most long-term impact for the investment requested will be viewed favourably. This could include those schemes where the costs are being met from one or more other sources as well as this capital grant.

I should also highlight here that applications submitted after consultation with all partners within your Shared Community Partnership will of course receive high priority.

### **Bidding Process**

A bid form for you to complete is available at <http://www.york.org.uk/earlyyears.html>. Alternatively a hard copy can be obtained from your Extended Schools Remodelling Consultant (ESRC) or Childminder Development Worker.

Executive Member for Children and Young People's Services and Advisory Panel (EMAP) will decide on the bids.

The following table shows what you can bid for and how much funding you may be able to access.

<b>What you can bid for</b>	<b>How much</b>	<i>What we need</i>
Equipment Mostly portable, including ICT, musical instruments, outdoor play equipment etc plus appropriate storage, such as cabinets or a shed for outdoor toys	£2,500 - £5,000	<ul style="list-style-type: none"> <li>• Written permission from the owner of the premises</li> <li>• Written quotations from 3 suppliers</li> <li>• Short explanation of the impact of this equipment on the quality of provision</li> <li>• Inclusion policy</li> </ul>
Equipment and some minor building adaptations or external work This could include a good-quality outdoor play area, accessible toilet and changing areas etc.	Up to £10,000	<ul style="list-style-type: none"> <li>• Extended Schools Remodelling Consultant (ESRC)/Childminder Development worker involvement</li> <li>• Inclusion policy</li> <li>• Community access to the facility where appropriate</li> <li>• Written permission from the owner of the premises</li> <li>• Security of tenure for at least 3 years</li> <li>• Business plan/strategy for how the quality of provision will be improved</li> <li>• Written quotations from 3 suppliers</li> <li>• Payment will be against invoices and only up to that amount or the lowest quote, whichever is the least.</li> </ul>



What you can bid for	How much	<i>What we need</i>
To assist with minor works for a provider moving on to alternative premises	Up to £20,000	<ul style="list-style-type: none"> <li>• Written agreement of the owner, giving security of tenure for at least 5 years</li> <li>• Statement of partnership working to improve quality and raise standards of staff training and provision</li> <li>• Inclusion policy</li> <li>• Written quotations from 3 suppliers</li> <li>• Payments will be made through CYC</li> <li>• Potential match funding</li> </ul>
To assist with major works for a provider moving on to alternative premises	Over £20,000	As above plus <ul style="list-style-type: none"> <li>• Agreed targets and outcomes to be measured as Performance Indicators</li> <li>• Potential match funding</li> </ul>

*Please note: applications will be considered in batches. Closing dates for applications are 30<sup>th</sup> November, 2008, 25<sup>th</sup> February 09 and 27<sup>th</sup> May 09.*

#### **Support in completing applications**

Support is available from your ESRC, Childminder Development Worker and the Business Support Team within Early Years and Extended Services. Planning and Resources can also advise on other matters relating directly to capital builds such as planning permission etc. It would be helpful if you could notify your ESRC or Childminder Development Worker of potential ideas you may have. This will give us an indication of the levels of support you may need to complete your bid.

I look forward to receiving bids that meet the agreed criteria and that are also in line with our Strategy. Please contact your ESRC or Childminder Development Worker in the first instance if you wish to discuss any aspect of this letter.

Yours sincerely



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