



Cabinet Member (Education)

Time and Date

2.00 pm on Tuesday, 11th June, 2013

Place

Committee Room 2 - Council House

Public Business

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes**
 - (a) To agree the minutes of the meeting held on 10th April 2013 (Pages 3 - 8)
 - (b) Matters arising
4. **Adult Education Service Fees Strategy - Academic Year 2013/2014** (Pages 9 - 18)

Report of the Director of Community Services
5. **Outstanding Issues** (Pages 19 - 22)

There are no outstanding issues for consideration.
6. **Any Other Items of Public Business**

Any other items of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved.

Private Business

Nil

Bev Messinger, Director of Customer and Workforce Services, Council House Coventry

Monday, 3 June 2013

Note: The person to contact about the agenda and documents for this meeting is Michelle Salmon E-mail: michelle.salmon@coventry.gov.uk

Membership: Councillors D Kershaw (Cabinet Member)
Councillor D Howells (Deputy)

By invitation: Councillor J Blundell (Shadow Cabinet Member)

Please note: a hearing loop is available in the committee rooms

If you require a British Sign Language interpreter for this meeting
OR if you would like this information in another format or
language please contact us.

Michelle Salmon

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CABINET MEMBER (EDUCATION)

10th April 2013

Cabinet Member

Present: Councillor Kershaw

Employees Present: E. Atkins (Finance and Legal Services Directorate)
S. Brake (Community Services Directorate)
H. Blevin (Community Services Directorate)
D. Haley (Children, Learning & Young People Directorate)
R. Lickfold (Children, Learning and Young People Directorate)
M. Salmon (Customer & Workforce Services Directorate)
T. Zhang (Children, Learning & Young People Directorate)

Apologies: Councillor Williams

Public Business

48. Declarations of Interest

There were no declarations of interest.

49. Minutes

(a) The minutes of the meeting held on 27th February 2013 were agreed and signed as a true record.

(b) The minutes of the Joint Meeting of Cabinet Member (City Development) and Cabinet Member (Education) held on 26th March 2013 were agreed and signed as a true record.

(c) There were no matters arising.

50. Determination of School Terms and Holidays 2014-2015

The Cabinet Member considered a report of the Director of Children, Learning and Young People that detailed the outcome of the public consultation for the Schools Terms and holidays dates for 2014/2015 and sought approval of the School Terms and Holidays Calendar for 2014/2015. The consultation document and examples of comments of respondents to the consultation were attached as appendices to the report.

Under Section 32 of the Education Act 2002 in the case of a community, voluntary controlled or community special school or a maintained nursery school the Local Authority was required to determine the dates when the school terms and holidays were to begin and end, and the governing body was required to determine the times of the school sessions.

Foundation, Voluntary Aided, Foundation Special Schools and Academies Governing Bodies had the power to determine school terms and holidays dates.

The current Coventry Local Authority principles and protocols were taken into account when setting the 4 options for consideration:

- a school year was 195 days, with 190 pupil days and 5 teacher days;
- 1 teacher day was determined by the Local Authority and 4 days by individual schools;
- statutory holidays were observed;
- schools preferred, especially secondary schools, full weeks of teaching wherever possible;
- schools preferred a full week break at half term and two full weeks at Easter and Christmas;
- half term holidays were set at the same time as those of neighbouring Authorities if possible.

The half term holidays in 2014/2015 consultation options had been set to the same dates as those of Warwickshire and the neighbouring West Midlands authorities. Leicestershire half term holidays were the same dates for the spring and summer terms.

Birmingham and Warwickshire would be recommending Saturday 28 March 2015 as their preferred option for the start date of the school Easter holiday. Solihull, Herefordshire and Leicestershire had set this date. Easter Sunday was 05 April 2015, the middle weekend of the two weeks beginning on the 28 March. Options 1 and 2 in the Coventry public consultation offered the same start date for the school Easter holiday.

There were 160 valid replies to the public consultation, which took place from 11 February 2013 to 11 March 2013. The most popular overall of the 4 options available was Option 3 with Friday 3 April 2015 as the start date of the school Easter holiday.

RESOLVED that, after due consideration of the report and matters raised at the meeting, the Cabinet Member (Education):

- (1) Considered the outcome of the public consultation on School Terms and Holidays and agreed a calendar of School Terms and Holidays for 2014/2015.**
- (2) Adopts Option 3 as the School Terms and Holidays programme 2014/2015 for Community, Voluntary Controlled and Community Special Schools, and maintained Nursery Schools.**
- (3) Invites the Catholic and Church of England Diocesan Authorities and the Governors of Trust Schools and Academies to recommend the same calendar for their schools.**

51. Impact of 2013-2014 School Funding Reform

The Cabinet Member considered a report of the Director of Children, Learning and Young People that detailed the school level budget impact of the 2013/2014 School Funding Reform on maintained schools and the different approach for pupils with high needs and potential impact on schools and local authority high needs place planning. An appendix to the report provided an analysis of the School Funding Changes between 2012/2013 and 2013/2014.

The School Funding Reform directed local authorities to implement significant changes in local school funding arrangements for the 2013/2014 financial year. Coventry Schools Forum had set up 2 working groups to facilitate the School Funding Reform for 2013/2014 and fair funding formula change proposals were developed and consulted on with all stakeholders through the Fair Funding Consultation. The outcome of the consultation was approved by Cabinet in October 2012 (their minute 46/12 referred).

The deployment of the School Budget was approved by the Schools Forum in January 2013, and maintained mainstream schools had now received their budget shares for 2013/2014. The School Funding Reform also directed local authorities to implement the Place-plus funding methodology for special schools. One of the key features of this funding approach was that an element of the funding was pupil led therefore this meant that special school budgets would not be finalised until the end of the financial year. Indicative budgets had been issued to special schools based on best estimates.

The Cabinet Member expressed his thanks for the work that had been undertaken by Local Authority Finance Officers with schools to support them in managing the funding changes and in setting a balanced budget and asked that his thanks be passed onto the officers concerned.

RESOLVED that, after due consideration of the report and matters raised at the meeting, the Cabinet Member (Education):

- (1) Endorses the school level budget impact of the 2013/14 School Funding Reform on maintained schools.**
- (2) Notes the different funding approach for pupils with high needs and potential impact on schools and local authority high needs place planning.**

52. 24+ Advanced Learning Loans Bursary Fund

The Cabinet Member considered a report of the Director of Children, Learning and Young People that sought approval of the proposed policy, attached as an appendix to the report, for the implementation of the 24+ Adult Learning Loans Bursary Fund for use by the Adult Education Service and provided details of the implementation of the fund in line with Skills Funding Agency guidelines.

The Government, via the Skills Funding Agency, would be introducing a new model of funding for courses for adults who were aged 24+, and where the course was at Level 3 or above for courses commencing September 2013. The Scheme involved the use of loans administered by the Student Loans Company in a similar style to the system which already existed for Higher Education loans. To support this new funding model a new bursary fund has been made available for vulnerable adults in this age and qualification category. The Adult Education Service already provided course up to and including Level 3, therefore required a policy to deal with this change. The Level 3 courses currently offered were all in vocational areas. Prior to this change the Adult Education Service (AES) was able to use the Discretionary Learner Support Fund to support these learners.

RESOLVED that, after due consideration of the report and matters raised at the meeting, the Cabinet Member (Education) approves the proposed policy for the implementation of the 24+ Adult Learning Loans Bursary Fund for use by the Adult Education Service.

53. 24+ Advanced Learning Loans Fee Structure for Level 3 Courses 2013/2014

The Cabinet Member considered a report of the Director of Children, Learning and Young People that sought approval of the proposed fee policy, a summary of which was attached as an appendix to the report, for the 24+ Adult Learning Loans for Level 3 courses within the Adult Education Service for the academic year 2013/2014, in line with Skills Funding Agency guidelines.

The Government via the Skills Funding Agency would be introducing a new model of funding for courses for adults who were aged 24+, and where the course was at Level 3 or above for courses commencing September 2013. The scheme involved the use of loans administered by the Student Loans Company in a similar style to the system which already existed for Higher Education loans. The Adult Education Service already provided courses up to and including Level 3, therefore required a policy to deal with this change. The Level 3 courses offered were all in vocational areas and in 2012/2013 had 77 learners enrolled. Previously the Adult Education Service had set fee rates in line with all its other courses but as it would no longer receive income in the same manner from the Skills Funding Agency for Level 3 courses, the fee structure needed to be modified.

The Cabinet Member, acknowledged that participation in courses that required funding by individuals themselves, was less likely to be pursued during these difficult economic times. Education and Learning officers and Adult Education Service officers would work together to encourage funding support from the school for teaching assistants wishing to pursue additional skills development.

RESOLVED that, after due consideration of the report and matters raised at the meeting, the Cabinet Member (Education) approves the proposed fee policy for 24+ Adult Learning Loans Level 3 courses within the Adult Education Service.

54. Closure of Chace Extended Learning Centre (Pupil Referral Unit)

The Cabinet Member considered a report of the Director of Children, Learning and Young People that sought approval to proceed to statutory consultation and the timetable for consultation, for the closure of Chace Extended Learning Centre.

Chace Extended Learning Centre was a Key Stage 4 Pupil Referral Unit providing education for up to 40 Key Stage 4 students who had been permanently excluded from school or were at risk of permanent exclusion.

The Centre was inspected by Ofsted in May 2012 and found to require Special Measures. The Council had concerns regarding the effectiveness of the provision prior to the inspection and had already established a planning and monitoring group to provide enhanced support and challenge to the Centre's leadership. Since then that group had become the Chace Sub-Committee of the Extended Learning Centre Management Committee. Following receipt of the Ofsted inspection report a Raising Achievement Plan was put in place, setting out the measures that would be taken to bring about the required rapid improvement. This was approved by Ofsted in September 2012.

In October 2012 a representative of the Department for Education met with officers and the Headteacher of Chace and made clear the Department's expectation that, given the inspection outcome, Chace should become a sponsored Academy.

An alternative option was identified to close the Centre on 31st August 2013 and to devolve the responsibility and resource for this Key Stage 4 alternative provision to the 2 school/Academy managed Area Behaviour Partnerships. The Area Behaviour Partnerships represented all secondary schools/academies in the City and made provision for all Coventry's young people 11-19. This alternative option was the preference of the secondary Headteachers, the Management Committee (effectively the Governing Body) and the City Council. The Management Committee approved a resolution to close the Chace on 8th November 2012. The Department of Further Education had confirmed that it would not oppose this.

RESOLVED that after due consideration of the report and matters raised at the meeting, the Cabinet Member (Education) approves:

- (1) The plan to proceed to statutory consultation on the closure of Chace Extended Learning Centre, as part of the strategy to devolve responsibility and resource for Key Stage 4 alternative provision to the Area Behaviour Partnerships.**
- (2) The proposed timetable for consultation, including consultation with staff and trade unions.**

55. Appointment of Authority Governors

RESOLVED that, having met the Local Authority criteria for the appointment of Local Authority school governors, Cabinet Member (Education) approves the appointment and re-appointment of the persons listed below for the schools and terms of office indicated:-

Authority Governor: New Appointments

| Name | School | Term of Office |
|---------------------|----------------------------------|-----------------------|
| Mrs Margaret Halpin | Christ the King Catholic Primary | 9 April 2017 |
| Mr Darren Raynor | Potters Green Primary | 9 April 2017 |

Additional Authority Governor:

| Name | School | Term of Office |
|--------------------|---|-----------------------|
| Mrs Charlotte Reed | Our Lady of the Assumption Catholic Primary | 9 April 2017 |

(Note: The Cabinet Member (Education) and the Assistant Director (Education and Learning) would pursue nominations for the remaining vacancies.)

56. **Outstanding Issues**

The Cabinet Member noted a report of the Director of Customer and Workforce Services on the outstanding issues relevant to his portfolio.

57. **Any Other Items of Public Business**

There were no other items of public business.

Private Business

Nil

(Meeting closed at 12.40 p.m.)

Cabinet Member (Education)

11 June 2013

Name of Cabinet Member:

Cabinet Member (Education) – Councillor Kershaw

Director Approving Submission of the report:

Director of Community Services

Ward(s) affected: All

Title:

Adult Education Service Fees Strategy – Academic Year 2013/2014

Is this a key decision?

No

Executive Summary:

The Department for Business, Innovation and Skills (BIS) has modified its funding for further education courses with effect from August 2013, which includes a reduction in the Skills Funding Agency (SFA) contribution for learners on accredited courses. There is also a requirement for Community Learning (CL) providers (ie providers of non-accredited courses) to collect fee income from people who can afford to pay and use this where possible to extend provision to those who cannot.

Within this context the Adult Education Service (AES) has reviewed its fees and proposes to increase its learner enrolment fees for 2013-14.

Recommendations:

That the Cabinet Member approves the proposed Adult Education Service Fee Strategy for courses for the academic year 2013-2014.

List of Appendices included:

Appendix 1: Non-accredited Community Learning Fee Comparison, Accredited Vocational Course Rate Comparison (Level 2 course examples), Proposal for 2013-14 Fees, One Day Workshops (4 hour course tuition) Cost Comparison

Background papers:

Nil

Other useful documents:

Department for Business Innovation & Skills, Skills Funding Statement 2012-2014, December 2012, https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/82774/bis-12-p172x-skills-funding-statement-2012-2015.pdf

Skills Funding Agency, Funding Rules 2013/2014, Version 2, March 2013, <http://readingroom.skillsfundingagency.bis.gov.uk/sfa/frprintfinalv2.pdf>

Skills Funding Agency, Community Learning 2013/14: Information for Community Learning Providers, April 2013 Version 2.0, Publication Number – P – 130090, http://readingroom.skillsfundingagency.bis.gov.uk/sfa/finalcommunity_learning_2013-14_web_version.pdf

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title: Adult Education Service Fees Strategy – academic year 2013/14

1. Context (or background)

The Skills Funding Agency (SFA) has changed its methodology for calculating funding rates for 2013-14 so that it will be logical across all qualifications, with qualifications with higher credit values having higher funding rates. SFA funding rates will reduce for most accredited courses, therefore income will be reduced and fees will need to be increased to meet income requirements.

In addition, new objectives announced by the Department for Business, Innovation and Skills (BIS) in August 2012 include a requirement from September 2013 for Community Learning providers (ie providers of non-accredited courses) to: focus public funding on helping disadvantaged people to get into learning and progress; maximise value for money; increase income generation; and collect fee income from people who can afford to pay and use this where possible to extend provision to those who cannot. Non-accredited fees will therefore need to be increased where possible, taking account of the need to support disadvantaged people and those unable to afford to pay fees.

The proposals in this report relate to: accredited vocational courses at Level 2; non-accredited Community Learning courses; Entry Level and Level 1 vocational courses; non-vocational accredited courses; and non-accredited Community Learning one-day workshops. A separate report was submitted and approved at a Cabinet Member Meeting on 10 April 2013 relating specifically to the fee structure for vocational Level 3 courses (24+ Advanced Learning Loans – Fee Structure for Level 3 Courses 2013/14), which is unaffected by the proposals for courses within the scope of this report.

The scope of the proposals in this report covers all courses that are eligible for funding from the Skills Funding Agency. Any qualifications that are not fundable by the Agency will need to charge fees on the basis of full cost recovery.

2. Options considered and recommended proposal

Accredited vocational courses - Level 2:

| No | Option | For | Against |
|----|---|---|--|
| 1 | Maintain current fees | No change in cost to learners. | Reduces overall AES income due to reductions in SFA funding rates. |
| 2 | Increase fees to meet the funding gap between co-funding and full funding | Addresses funding gap. | Very large increase in cost to learners. High probability of reduction in number of fee paying learners applying for courses. |
| 3 | Increase fees by 10% | Addresses part of the funding gap; longer term strategy to increase fees would need to be developed. Likely to be affordable to learners. Fees remain at a very competitive rate. | Cost increase to learners. May deter some fee paying learners from applying for courses. 10% increase is not consistent in relation to different funding gaps. Does not meet funding gap. |

| | | | |
|---|---|---|---|
| 4 | Increase fees by £85 in Certificate in Business and Administration and by £65 in Certificate for IT Users (ITQ), thus meeting the funding gap; increase fees by £60 in Certificate for the Children and Young People's Workforce (CYPW) and by £70 in Certificate in Supporting Teaching and Learning in Schools (STLS) so that the fee for both courses is £410. | Increases fee income. Addresses the gap between co-funding and full funding in Business and Administration and ITQ. Avoids setting an unaffordable rate for CYPW and STLS learners. Fees remain at a very competitive rate. Maintains an affordable fee for learners. (AES will need to develop a longer term strategy as this does not cover the gap.) | Does not meet the funding gap in STLS and CYPW. Increase may deter some learners from applying for courses. Increases are not consistent in relation to different funding gaps. |
|---|---|---|---|

2.1 Proposal:

Option 4 above – the Cabinet Member approves the proposed increase in fees for Level 2 vocational courses in relation to likely affordability within specific vocational areas: £70 increase in Certificate in Supporting Teaching and Learning in Schools (STLS); £60 increase in Certificate for the Children and Young People's Workforce (CYPW); £85 increase in Certificate in Business and Administration; £65 increase in Certificate for IT Users (ITQ).

Reasons:

- An increase is required to bring fees to a more realistic level with regards to cost
- The increase in fees will be set at a rate that is likely to be affordable to learners in the respective vocational areas.
- The increase in fees in Business and Administration and ITQ meets the gap between co-funding and full funding for 2013-14.
- The AES believes the market could not sustain a full increase to the gap rate. An increase which in CYPW and STLS is below the fully funded rate allows a staged approach to future fee increases based on a review of the impact of the increase and allows the AES to pilot and review different models of delivery during 2013-14 to further reduce the funding gap. Appendix 1 (items 1a & b) shows a comparison of the relevant Level 2 accredited vocational course rates, as well as the proposed 2013-14 fees for these courses. The increase in CYPW and STLS yields the same fee on both courses (£410), both of which will have common fully funded and co-funded rates in 2013-14.

Non-accredited Community Learning (CL) courses, Entry Level and Level 1 vocational courses and non-vocational accredited courses:

| No | Option | For | Against |
|----|---|--|---|
| 1 | Maintain current fees | No change in cost to learners. | Not in line with BIS objectives. No additional income for AES. |
| 2 | Increase fees in line with City Council agreed 2.9% inflation rate, ie approx 10 pence per hour | Minimal cost increase for learners. In line with Council agreed percentage fee increase. | Small risk of deterring a small number of learners from applying for courses. No additional income for AES beyond inflation. Insufficient increase in relation to BIS objectives. |

| | | | |
|---|---|--|---|
| 3 | Increase fees by 10%, ie 25 pence per hour. | Additional income for AES. In line with BIS objectives for CL. | Increase in cost to learners. May reduce number of learners applying for courses. |
|---|---|--|---|

2.2 Proposal: option 3 above - the Cabinet Member approves the proposed increase in fees for non-accredited Community Learning courses, Entry Level and Level 1 vocational courses and non-vocational accredited courses by 10%.

Reasons:

- An 10% increase would raise enrolment fees for learners by a modest amount, whilst increasing income and allowing the AES to charge a fee rate that is in line with BIS objectives, collecting fee income from those who can afford to pay whilst offering free courses through PTLL to those who cannot pay and maintaining reduced fees to people aged 60 plus who may be on reduced, fixed or low incomes. A 10% increase would mean that the fee for a course running for two hours a week for ten weeks would increase by £5, from £50 to £55, and the fee for a course running for one hour a week for ten weeks would increase by £2.50, from £25 to £27.50. These increased fees continue to represent lower rates than many other providers, as illustrated in the examples given in the non-accredited Community Learning fee comparison in Appendix 1 (item 2).

Non-accredited Community Learning (CL) one-day workshops:

| No | Option | For | Against |
|----|--|---|---|
| 1 | Maintain fees on one-day (4 hour) workshops at the same level as current fees for CL courses (£2.50 per hour). | Fees remain at a very low rate for learners. | Fees do not reflect management and administrative time involved in planning and promotion. Fees are non-competitive given the current high level of demand and fees set by other providers of one-day workshops. Not in line with BIS objectives. |
| 2 | Increase fees on one-day workshops to £10 per hour. | Generates additional fee income from workshops for which there is high demand. Fees reflect management and administrative time involved in planning and promotion. In line with BIS objectives. | Fee increases would deter some learners from applying. |

| | | | |
|---|--|---|---|
| 3 | Increase fees on one-day workshops to £5 per hour. | Generates additional fee income from workshops for which there is high demand. Fees reflect management and administrative time involved in planning and promotion. In line with BIS objectives. Fees remain competitive. | Fee increase may deter some learners from applying. |
|---|--|---|---|

2.3 Proposal: option 3 above - the Cabinet Member approves the proposed increase in fees for non-accredited Community Learning one-day workshops.

Reasons:

- One day workshops meet high levels of demand for specific subjects and there is an opportunity to increase income with low risk that this will deter learners.
- One day workshops require a similar level of administrative preparation to ten week courses and a fee increase would cover this additional cost.
- Nearby providers charge considerably more than the proposed rate for the AES and the AES could therefore sustain an increase whilst remaining very competitive. Appendix 1 (item 3) lists some examples of the fees charged by neighbouring providers for one day workshops.

3 Results of consultation undertaken

3.1 A Community Learning Learner Survey was undertaken by BIS in 2012, on which a report was produced in March 2013, providing positive feedback from learners across the country on their objectives regarding fees. The AES promoted the survey amongst its own learners. Discussion has taken place with colleagues within the AES to agree the fee structure.

4. Timetable for implementing this decision

- 4.1 Implementation: Fee increases to be implemented with effect from 1 September 2013.
- 4.2 Monitoring: termly and at the end of the academic year.

5. Comments from Director of Finance and Legal Services

5.1 Financial implications

The new fee structure will provide an increase in non-accredited fee income, and fee increases on accredited programmes have been set in a way that balances the decrease in Skills Funding Agency fully funded and co-funded rates with the need to maintain learner numbers on these courses, and the Service can sustain the impact of reduced Skills Funding Agency rates for the coming academic year. Minimum numbers of enrolments are specified for courses to run, and this will continue in order to avoid courses running with insufficient enrolments. As this is the first year of the new funding methodology for accredited courses, it is recognised that all providers will be required to set new rates for fees and that the level of demand at the new fee levels is not yet clear. To support this, the fee rate will only be set for one year, and fee rates, modes of delivery, and the financial sustainability of all programmes will be reviewed during the year, as well as market conditions, to enable the Service to make appropriate changes to provision and fee rates for future years.

5.2 Legal implications

There are no legal implications.

6. Other implications

There are no other implications.

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

Providing vocational opportunities allows adult learners to gain skills and qualifications to improve their job prospects and career progression, supporting economic activity in the city. The range of qualifications offered are in vocational areas where there is an identified need within the city. The impact of Community Learning courses also includes the development of skills to improve job prospects and career progression, as well as skills that learners apply to volunteer within their communities or support their children and families. Many Community Learning courses contribute to learners' improved health and fitness and improved self-confidence and wellbeing.

6.2 How is risk being managed?

The fee rate is being set for the academic year 2013-14 to allow for a full review of its impact on enrolments and of measures to reduce costs in order to identify an appropriate strategy to further reduce the gap in funding. It is not anticipated that the proposed increases in income would result in any significant decrease in enrolments.

6.3 What is the impact on the organisation?

None.

6.4 Equalities / EIA

EIA completed May 2013, with no negative impacts identified.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

None

Report author(s):**Name and job title:**

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| Contributor/approver name | Title | Directorate or organisation | Date doc sent out | Date response received or approved |
|--|-----------------------------|------------------------------------|--------------------------|---|
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| Simon Brake | Assistant Director | Community Services | 23/05/2013 | 24/05/13 |
| Heather Blevins | Service Manager | Community Services | 23/05/2013 | 24/05/13 |
| Nicola Hallam | Technical Officer - Data | Community Services | 23/05/2013 | 24/05/13 |
| Jackie Bray | Academic Manager | Community Services | 23/05/2013 | 24/05/13 |
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| Ian Neal | Academic Manager | Community Services | 23/05/2013 | 24/05/13 |
| Christine Bloomfield | Academic Manager | Community Services | 23/05/2013 | 24/05/13 |
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| Diane Jones | Lead Accountant | Finance and Legal Services | 23/05/2013 | 24/05/2013 |
| Elaine Atkins | Solicitor | Finance and Legal Services | 23/05/2013 | 24/05/2013 |
| Simon Brake (on behalf of Brian Walsh) | Director | Community Services | 23/05/2013 | 24/05/2013 |
| Carol Williams | Human Resources Manager | Customer and Workforce Services | 23/05/2013 | 24/05/2013 |
| Michelle Salmon | Governance Services Officer | Customer and Workforce Services | 24/05/2013 | 29/05/2013 |
| Councillor Kershaw | Cabinet Member (Education) | - | 23/05/2013 | 28/05/2013 |

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Appendix 1

Learners are either eligible to have their course fully paid for, part paid for or are expected to pay full costs if they do not meet SFA eligibility guidelines.

AES currently receives funding from the SFA for any eligible learners at rates set annually by the SFA.

For learners who are only eligible for part funding, providers (AES included) are expected to make up additional monies by charging fees to these learners. Providers can charge a rate (fee) which it deems appropriate.

The SFA provides a fully funded value which it considers to be acceptable for a course to cost.

1. a) Accredited Vocational Course Rate Comparison (Level 2 course examples)

| Qualification | 2012-13 Rate (£) | | 2013-14 Rate (£) | | Differential (£) | |
|---|------------------|-------------|------------------|------------|------------------|------------|
| | Fully funded | Co-funded * | Fully funded | Co-funded* | Fully funded | Co-funded* |
| Business Administration | 826 | 477 | 724 | 362 | -102 | -115 |
| ITQ | 963 | 600 | 811 | 449 | -152 | -151 |
| Supporting Teaching & Learning in Schools | 1433 | 893 | 1417 | 785 | -16 | -108 |
| Children & Young People's Workforce | 2111 | 1315 | 1417 | 785 | -694 | -530 |

Note: * Co-funded means the SFA provides a portion of the costs and AES is expected to charge fees for the remainder. This is based on eligibility rules set by the SFA.

b) Proposal for 2013-14 Fees

| Qualification | 2012-13 Fees (£) | | | 2013-14 Fees (£) | | | Differential 2012-13 v 2013-14 (£) | Differential to fully funded value (£) |
|---|------------------|---------|-------|------------------|---------|-------|------------------------------------|--|
| | SFA co-funding | AES fee | Total | SFA co-funding | AES fee | Total | | |
| Business Administration | 477 | 275 | 752 | 362 | 360 | 722 | +85 | -2 |
| ITQ | 600 | 295 | 895 | 449 | 360 | 809 | +65 | -2 |
| Supporting Teaching & Learning in Schools | 893 | 340 | 1233 | 785 | 410 | 1195 | +70 | -222 |
| Children & Young People's Workforce | 1315 | 350 | 1665 | 785 | 410 | 1195 | +60 | -222 |

2. Non-accredited Community Learning Fee Comparison

| Local Authority | Hourly Rate | Differential (£ & %) | |
|--|------------------------------|----------------------|------|
| Coventry (2012-13) | £2.50 | | |
| Coventry (2013-14) proposal | £2.75 | +£0.25 | +10% |
| Local Authority Rates 2012-13 v AES proposal 2013-14 | | | |
| Birmingham | circa £4.20 | +£1.45 | +53% |
| Dudley | £2-2.50 (av 2.25) | -£0.50 | -18% |
| Wolverhampton | £3.30 | +£0.55 | +20% |
| Leicester | £3.00 accredited £4.00 CL | +£1.25 | +45% |
| Warwickshire | £4.00 | +£1.25 | +45% |

3. One Day Workshops (4 hour course tuition) Cost Comparison

| Local Authority | Fee | Differential (£ & %) | |
|--------------------------------------|--------|--|------|
| Coventry (2012-13) | £10.00 | Costed in line with standard AES hourly rate | |
| Coventry (2013-14) proposal | £20.00 | +£10.00 | +10% |
| Rates 2012-13 v AES proposal 2013-14 | | Differential in relation to proposed AES hourly rate | |
| Northamptonshire | 32.00 | +£12.00 | +60% |
| Leicester | £18.00 | -£2.00 | -10% |
| Leicestershire | £25.00 | +£5.00 | +25% |
| Warwickshire | £16.00 | -£4.00 | -20% |



11th June 2013

Name of Cabinet Member:

Cabinet Member (Education) – Councillor Kershaw

Director Approving Submission of the report:

Director of Customer and Workforce Services

Ward(s) affected:

None

Title:

Outstanding Issues Report

Is this a key decision?

No

Executive Summary:

In May 2004 the City Council adopted an Outstanding Minutes System, linked to the Forward Plan, to ensure that follow up reports can be monitored and reported to Members. The attached appendix sets out a table detailing the issues on which further reports have been requested by the Cabinet Member (Education) so he is aware of them and can monitor progress.

Recommendations:

The Cabinet Member (Education) is requested to consider the list of outstanding issues and to ask the Member of the Management Board or appropriate officer to explain the current position on those which should have been discharged at this meeting or an earlier meeting.

List of Appendices included:

Table of Outstanding Issues.

Other useful background papers:

None

Has it or will it be considered by Scrutiny?

No

Has it, or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

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Name and job title:

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| Contributor/approver name | Title | Directorate or organisation | Date doc sent out | Date response received or approved |
|--|--------------|------------------------------------|--------------------------|---|
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| Other members | | | | |
| | | | | |
| Names of approvers: (officers and members) | | | | |
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APPENDIX

| | Subject | Date for Consideration | Directorate/ Responsible Officer | Proposed Date/Amendment to Date for Consideration | Reason for Request to Delay Submission of Report |
|---|--|-------------------------------|---|--|---|
| 1 | <p>Review of the New Coventry Strategy for improving Attendance</p> <p>A report on the impact of the new strategy be submitted to Cabinet Member (Education) (Minute 24/12 of Cabinet Member (Education) 14 November 2012 refers)</p> | New Municipal Year 2013 | Director of Children, Learning and Young People - Sue Diamond | Autumn 2013 | - |
| 2 | <p>Post-16 Transport Policy – Support to Access Education and Training</p> <p>A report on the revised policy be submitted to the Cabinet Member (Education) (Minute 32/12 of Cabinet Member (Education) 28 November 2012 refers)</p> | New Municipal Year 2013 | Director of Children, Learning and Young People - Ann Brennan | Autumn 2013 | - |

* Identifies items where a report is on the agenda for the meeting.

