



NOTTINGHAM CITY COUNCIL
SCHOOLS FORUM

Date: Monday 13 January 2014

Time: 1.45 pm

Place: Ground Floor Committee Room - Loxley House, Station Street, Nottingham,
NG2 3NG

Members are requested to attend the above meeting to transact the following business

Clerk to the Schools Forum: Laura Wilson **Direct Dial:** 0115 8764301

AGENDA

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IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE CLERK TO THE SCHOOLS FORUM, IF POSSIBLE BEFORE THE DAY OF THE MEETING

CITIZENS ATTENDING MEETINGS ARE ASKED TO ARRIVE AT LEAST 15 MINUTES BEFORE THE START OF THE MEETING TO BE ISSUED WITH VISITOR BADGES

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SCHOOLS FORUM - 13 JANUARY 2014

Title of paper:	SCHOOLS BUDGET 2014-15	
Director(s)/ Corporate Director(s):	Alison Michlaska, Corporate Director for Children and Adults Carole Mills, Deputy Chief Executive/ Corporate Director for Resources	Wards affected: All
Report author(s) and contact details:	Ceri Walters, Finance Business Partner, Children and Families 01158 764 128 ceri.walters@nottinghamcity.gov.uk	
Other colleagues who have provided input:	Sarah Molyneux, Solicitor and Legal Services Manager Imoegen Denton, Equality and Community Relations Lead	
Summary		
The purpose of this report is to provide an update on the 2014/15 budget position and gain any outstanding approvals required to progress with the 2014/15 budget development.		
The decisions taken within this report will be incorporated into the final budget report presented to Schools Forum on the 13 February 2014 and Executive Board on the 25 February 2014.		
Recommendation(s):		
1	To note the latest position of the 2014/15 Dedicated School Grant (DSG) budget setting process and Pupil Premium settlement.	
2	To approve the de-delegation of the Building Maintenance budgets.	
3	To approve the Schools and Early Years Central Expenditure set out in Appendix A .	
4	To endorse the realignment of the secondary school prior attainment factors and note how this will impact individual school budgets.	
5	To agree that a Schools Forum sub group be re-established in 2014 to review the budget factors and agree that a separate report will be presented before the end of the Summer term outlining the requirements of this group and asking for members.	

1. BACKGROUND

1.1 Construction of the 2014/15 budget

The purpose of this paper is update Schools Forum on the latest Dedicated School Grant (DSG) budget position, gain approvals in order to progress the budget process and provide a timetable of the next steps associated with the process which align to Department of Education (DfE) requirements (See **Table 1**).

The budget setting process aligns to the Schools Funding Reform and the DfE's Schools and Early Years Financial Regulations 2013 ensuring that at least 80% of the Schools block is allocated based on pupil-led factors with the exception of statutory functions delivered by the authority.

In order to progress with the allocation of the DSG budget certain approvals and consultations need to be gained/undertaken with Schools Forum. This report

incorporates any approvals/consultations still required to continue the budget process and achieve the dates set out in **Table 1** below:

TABLE 1: DSG BUDGET TIMETABLE		
Date	DfE/Education Funding Agency (EFA)	Local Authorities (LA's)
By mid January 2014		LA's to gain Schools Forum/Political approval for final 2014-15 funding formula
21 January 2014		Deadline for LA's to submit final 2014/15 school budget proforma to EFA.
February 2014	High Needs Block confirmed	
13 February 2014		Full Budget report to Schools Forum
25 February 2014		Full Budget report to Executive Board for approval.
28 February 2014		Deadline for LA's to confirm budgets for their maintained schools.
By 31 March 2014		Deadline for the LA to give notice of the 2014/15 budget.
June 2014	Early Years Block updated for Early Years pupils from January 2014 census.	

1.2 Initial DSG allocation

The initial DSG budget allocation for Nottingham for 2014/15 is **£228.310m before academy recouplement** which assumes:

- § An increase in learning places for two year olds extending the statutory entitlement to 40% of lower income households nationally. The DfE have estimated that Nottingham will have 2,700 qualifying for a place with funding representing an 80% take up.
- § Flat cash rate per pupil.
- § Removal of the CRC Energy Efficiency Scheme.

During the next two months this figure will be updated by the DfE using the High Needs and Hospital Education census data recently submitted. The allocation in 2013/14 was £220.514m.

1.3 Pupil Premium

The Pupil Premium (PP) allocation will be based on January 2014 census data using an increased rate, comparable rates are set out in **Table 2** below; PP is allocated based on the number of pupils who have been eligible for Free School Meals (FSM) in the last 6 years.

TABLE 2: PUPIL PREMIUM COMPARISON				
	Primary	Secondary	Service Child	Looked after Child*
	£	£	£	£
2014/15	1,300	935	300	1,900
2013/14	953	900	300	900
2012/13	620		250	

*Looked after Children and eligible pupils who have been adopted from care or leaving care under a special guardianship or residence order.

An update to Schools Forum will be provided when the final Pupil Premium allocation has been received incorporating the impact of FSM to all years 1 & 2.

2. REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 To ensure the achievement of statutory deadlines associated with the 2014/15 budget process set out in **Table 1**.

3. OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 No other options are available as the recommendations align to the financial regulations issued by the DfE in relation to the allocation of DSG.

4. OUTCOMES/DELIVERABLES

- 4.1 To obtain an agreed 2014/15 Schools Budget, enabling updated schools budgets to be issued to schools within the statutory deadline of the 31 March 2013.

5. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)

To enable the allocation of the DSG budget, in accordance with the timetable set out in **Table 1**, approvals/endorsements are required by Schools Forum in relation to:

- § De-delegating Building Maintenance budgets
- § Central Expenditure and
- § The realignment of Secondary Schools Prior Attainment Factor.

These items are included in **Appendix A** which also includes comparisons from the 2012/13 and 2013/14 budget process. This appendix will be fully completed and form part of the final budget report in February 2014.

The February 2014 budget report will also include:

- An analysis of Pupil Led Factors with an explanation of any changes from the 2013/14 budget process.
- Reserve analysis.
- Risk Register update.
- Pupil growth contingency analysis.
- Minimum Funding Guarantee (MFG) rate and cap on gains assumptions.

De-delegated Services

Table 3 below sets out the approval status of de-delegated services as at 5 January 2014.

TABLE 3: ANALYSIS OF DELEGATED BUDGETS			
	Status	SF Date	
Behaviour Support	Approved	5 December	De-delegated & Underwrite
Ethnic Minority Achievement	Approved	17 October	De-delegated
Trade Union Senior Representative Cover Time	Approved	17 October	De-delegated
Sports Safe Gym Maintenance Services	Approved	17 October	De-delegated
CLA/MPA Licences	Education Funding Agency (EFA)		De-delegated
Building Maintenance Services	TBC	6 January	De-delegated

Approval of the de-delegation of Building Maintenance is required for maintained school sites to enable the LA to deliver the statutory obligation regarding the Health and Safety of these sites. This principle was agreed as part of the 2013/14 budget process; any in year under spends are carried forward to enable funding of programmed and reactive maintenance. The 2013/14 position will form part of the 2013/14 outturn report.

5.3 Central Expenditure

Schools Forum is required to approve individual central expenditure items for the Schools and Early Years Block, these currently total £8.192m and £1.159m respectively. These budgets have reduced by £0.397m from 2013/14 budget process and include items that have already been approved as part of the 2014/15 budget process.

Appendix A provides a breakdown of the DSG budget with annual comparisons, comments and where approval was taken for each Central Expenditure item. The specific items where approval is required for this report are flagged in the appendix.

As part of the 2013/14 closedown process the central expenditure outturn will be reported back to Schools Forum as part of the closedown report, quarterly monitoring is also being introduced in 2014/15. Both of these reports may affect central expenditure allocations in future years.

5.4 Secondary Schools Prior Attainment Factor

Included in the DfE's funding reforms was an optional factor that LA's could use in their local formulas, this factor targets those pupils failing level 4 Maths **and** English. The use of the factor was approved by Schools Forum in September 2012.

An amendment to this factor now targets pupils failing level 4 Maths **or** English. The DfE's reasoning for this is to reflect the significant reduction in pupils achieving level 4 in English and Maths. Whilst this is true nationally Nottingham City is not following the same trend.

This implementation of the widening of the criteria would be an increase in the budget allocation to schools by £1.378m (current allocation is £1.494m); this could not be contained within the current DSG allocation and would create future budget pressures.

To manage this budget gap it is recommended that the local rate be reduced from £832.23 per pupil (pp) to an average rate based on pupil numbers; October 2013 census identified 3,451 pupils aligning to the criteria, this gives an average rate of £432.90 pp.

This recommendation provides minimal disruption to the 2014/15 schools budgets with the impact ranging from a £2k reduction to a £2k increase, see **Appendix B**. The other options considered are set out in **Table 4** below but create significant movement in a high percentage of budgets and will exceed current DSG allocations.

TABLE 4: SECONDARY SCHOOLS PRIOR ATTAINMENT FACTOR	
	Estimated Gain/(Loss)
Reduce both the Key Stage 3 & 4 Age Weighted Pupil Unit	(£0.068m) - £0.011m.
Reduce all secondary deprivation factors (i.e. Free School Meals, Income Deprivation Affecting Children Index) except the Looked After Children factor as this applies to both primary and secondary aged pupils.	(£0.057m) - £0.029m

5.5 To manage the implementation of the Fair Funding Reform a separate working group from within Schools Forum was established; this group ensured the use of the factors was appropriate and agreed. It is recommended that a group be re-established in 2014 to review these factors.

6. RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)

6.1 The School and Early Years Finance (England) Regulations 2013 apply in relation to the financial year beginning on 1 April 2014 and set out the requirements in relation to the determination of a local authority's schools budget. This report seeks to address those requirements.

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7. OBSERVATIONS OF THE DIRECTOR OF SCHOOLS AND LEARNING

Not required

8. HR ISSUES

- 8.1 In the event that Schools Forum DO NOT support/agree the continuation of any funding arrangements as outlined in this budget report, there could be significant workforce implications that would need to be detailed in separate Chief Officer and DMT reports. This could include potential employment / contractual obligations, costs and risks to the authority, taking into account appropriate timelines. Management need to consider potential exit payments of any affected post holders.

9. EQUALITY IMPACT ASSESSMENT

Has the equality impact been assessed?

- Not needed (report does not contain proposals or financial decisions)
No
Yes – Equality Impact Assessment attached

10. LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

11. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

11.1 Schools Forum reports:

- § Dedicated Schools Grant 2013/14 Final Allocation update - 5 December 2013
- § Schools Budget 2013/14 - 21 March 2013

APPENDIX C – EQUALITY IMPACT ASSESSMENT

Name and brief description of proposal / policy / service being assessed

2014/15 School Budget Process

The purpose of this report is to provide an update on the 2014/15 budget position and gain any outstanding approvals required to progress with the 2014/15 budget development.

Information used to analyse the effects on equality

	Could particularly benefit (X)	May adversely impact (X)	How different groups could be affected: Summary of impacts	Details of actions to reduce negative or increase positive impact (or why action not possible)
People from different ethnic groups	X	X	<p>A) <u>Secondary Schools Prior Attainment Factor</u> - Any pupil failing level 4 Maths or English</p> <p>Included in the DfE's funding reforms was an optional factor that LA's could use in their local formulas, this factor targets those pupils failing level 4 Maths and English. The use of the factor was approved by Schools Forum in September 2012.</p> <p>An amendment to this factor now targets pupils failing level 4 Maths or English. The DfE's reasoning for this is to reflect the significant reduction in pupils achieving level 4 in English and Maths. Whilst this is true nationally Nottingham City is not following the same trend and this is reflected in the DSG allocation.</p> <p>This cost associated with widening the criteria could not be contained within the current DSG allocation and would create future budget pressures.</p>	<p>This decision will have a minimal impact on schools budget and pupils as the recommended allocation method will see a minimal gain or loss to each secondary school budget not exceeding £2k.</p>
Men, women (including maternity/pregnancy impact), transgender people	<input type="checkbox"/>	<input type="checkbox"/>		
Disabled people or carers	<input type="checkbox"/>	<input type="checkbox"/>		
People from different faith groups	<input type="checkbox"/>	<input type="checkbox"/>		
Lesbian, gay or bisexual people	<input type="checkbox"/>	<input type="checkbox"/>		
Older or younger people	<input type="checkbox"/>	<input type="checkbox"/>		
Other (e.g. marriage/civil partnership, looked after children, cohesion/good relations, vulnerable children/adults)	<input type="checkbox"/>	<input type="checkbox"/>		

			<p>To manage this budget gap it is recommended that the local rate be reduced from £832.23 per pupil (pp) to an average rate based on pupil numbers; October 2013 census identified 3,451 pupils aligning to the criteria which gives an average rate of £432.90 pp.</p> <p>This decision to use this factor was considered as part of the 2013/14 budget process which ensured no equality issues.</p> <p>There are no staffing issues generated by this decision.</p>	
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Outcome(s) of equality impact assessment:

No major change needed Adjust the policy/proposal Adverse impact but continue Stop and remove the policy/proposal

Arrangements for future monitoring of equality impact of this proposal / policy / service:

There will be ongoing monitoring of the level of pupils not achieving maths or English.

Approved by (manager signature):

Date sent to equality team for publishing:

Contact Details:

Alison Michlaska, Corporate Director for Children and Adults

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APPENDIX B**SECONDARY SCHOOLS PRIOR ATTAINMENT FACTOR****BUDGET IMPACT PER SCHOOL BASED ON NEW RATE**

School Name	£
Ellis Guilford	-668
Farnborough School Technology College	334
Big Wood School	632
Hadden Park High School	-2,096
Nottingham Girls' Academy	-618
Top Valley Academy	-252
The Fernwood School	797
Bluecoat Academy	1,984
The Trinity School	-22
Nottingham University Samworth Academy	-626
Nottingham Academy	-895
The Bulwell Academy	-223
The Nottingham Emmanuel School	-83

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SCHOOLS FORUM – January 2014

Title of paper:	Implications of introducing the new 0-25 Special Educational Needs (SEN) System (Children and Families Bill 2013)	
Director(s)/ Corporate Director(s):	Alison Michalska, Corporate Director, Children & Families Dr.Tim O’Neill, Director Family Community Teams	Wards affected: All
Report author(s) and contact details:	Janine Walker, Service Manager SEN 0115 9158916 janine.walker@nottinghamcity.gov.uk	
Other colleagues who have provided input:	Alison Weaver, SEN Adviser Ceri Walters, Finance Business Partner	

Summary

This report sets out the requirements of Children and Families Bill which will come into effect in September 2014, and transform the way that services in relation to children with SEN will be delivered. The report also covers:

- Progress to date in implementing these new requirements
- Emerging Financial Implications
- Critical need for partners to work effectively together - in particular through the joint commissioning and delivery of services

Benefits which will accrue to citizens as a result, including:

- clearer and more accessible information about available support
- a single co-ordinated assessment process for young people aged 0-25
- personal budgets for families, improving choice and increasing control
- improved transition to adulthood including housing, benefits and leisure activities

Recommendation(s):

1	To note the implications of the Bill and the new legal requirements placed on Local Authorities, schools, CCGs and partners from September 2014
2	To note progress to date and support the proposed implementation plan and approach
3	To champion a partnership approach to implementing these changes, in particular through joint commissioning, delivery and funding of services
4	To note the intention to present a further report once the overall financial implications of implementing these requirements are clearer

1. BACKGROUND

Requirements of the new Bill

- 1.1. The Children & Families Bill covers a range of reforms to improve services for vulnerable children, including changes relating to fostering and adoption, family justice, childcare and parental leave. The part of the Bill which will have the biggest impact for the LA, Schools and partners in terms of cultural and organisational change is the part relating to Special Educational Needs (SEN).
- 1.2. A set of minimum requirements in the Bill will come into force from September 2014. From this date, Nottingham City Council, NHS Nottingham City CCG and partners will begin to provide a new system of support to children and young people with

SEN up to the age of 25 and their parents. The government's ambition is that this new system

- 1.3. should not only result in improved outcomes for children and young people with SEN, but also provides the potential to lead to efficiencies in longer term service delivery (through, for example, joint commissioning and joint delivery of services).
- 1.4 The headline timetable for implementing the new Bill is contained in Annex 1. This sets out a range of minimum requirements which must be met by September 2014, and a further set of requirements beyond that date. The key focus of this report, current implementation plans, focus and attention, is on the changes which must be made in the next 9 to 10 months to meet the September 2014 requirements
- 1.5 Key changes which must be implemented under the new Bill include:
 - LAs and CCGs to jointly commission SEN Services
 - LAs and CCGs to work with partners including schools, parents and young people to develop and publish a 'local offer' detailing all the services available (universal, targeted and specialist)
 - A more streamlined assessment process – a 'Tell Us Once' approach – so families don't have to repeat themselves to a range of professionals
 - The replacement of Statements and Learning Difficulty Assessments with new Education, Health and Care Plans (EHCP) extending the statutory protection of children & young people from 18 (as it is now) up to 25
 - The option of an EHCP personal budget for families, to offer choice and control around how SEN support is delivered.
 - A stronger focus on preparing for adulthood and improving transition services.
- 1.6 These changes are aimed at ensuring that children and young people are positioned at the heart of the new SEN system, have increased choice and control – and are supported by a joined-up approach across Education, Health and Care, from birth to the age of 25.
- 1.7 A number of the reforms will have an impact on schools and other educational establishments. The School Funding Reform has already (from April 2013) changed the way schools and colleges are funded, including the way additional support for SEN is arranged and funded. In addition, the Children & Families Bill will change the way schools and colleges work with LAs to identify, assess and support children & young people with SEN, including more person-centred planning. School Action and School Action Plus will be replaced by a single SEN category. Some SEN funding for additional support, previously given to schools, may now be allocated as part of a personal budget for individual pupils, for the family and young person to choose how it is spent.

Progress to date/Implementation arrangements

- 1.8 Good progress has been made locally in Nottingham in preparing to implement the changes required by September 2014. This has been helped by us proactively using the learning from Pathfinder Authorities who have been implementing the requirements in advance; and from Pathfinder Champions who have provided support and advice regionally and locally (and who now will continue to do so until March 2015).
- 1.9 A clear and agreed structure for addressing requirements has been developed. The overall governance structure for the programme, including CEG and the Health and Well Being Board (HWBB).

1.10 Five core working groups focussed on each main element of the Bill have been established and an overall cross-partner steering group is in place. This has met regularly over the past 4 months or so, providing direction and an overall steer for the programme. Detailed project plans have also been developed and agreed for each work stream and are now being implemented.

1.11 The 5 work streams, and main purpose of each, are:

Early Identification and the Local Offer

- provide clear, comprehensive and accessible information about the Local Offer of services detailing available support and opportunities, including expectations on schools and early years settings
- promote clear and consistent good practice for early identification and provision for children and young people

Education Health and Care Plans (EHCP)

- work in partnership to develop a co-ordinated assessment process and an EHCP for children and young people from birth to 25 replacing current process for statements of special educational needs

Individual Budgets

- offer individualised budgets to all families with a statutory EHCP
- provide a key worker to all families who opt for individual budgets

Preparing for Adulthood

- Ensure a co-ordinated and effective transition to adulthood for young people with SEN or disabilities up to the age of 25

Joint Commissioning

- Ensure the Council, CCG and partners jointly commission services that improve the physical, emotional and mental health and well being of children and young people with SEN and disabilities

2. REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

2.1 The recommendations in this report are aimed at helping to ensure the LA, CCG, and partners meet the requirements set out within the Children and Families Bill, and in doing so, improve the outcomes for children and young people with SEN.

3. OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

No other options have been considered as:

- 3.1 The current programme management approach model has been developed following learning from the pathfinder areas, who have been previously funded to share and promote examples of good emerging practice from across the country.
- 3.2 We are working particularly closely with Nottinghamshire to ensure a consistency of approach wherever possible for citizens who access support across LA and CCG boundaries.

4. OUTCOMES/DELIVERABLES

4.1 By September 2014 the LA and partners will:

- Have developed a Joint Commissioning Strategy and be looking at the joint commissioning of SEN Services
- Have developed and published a 'local offer' detailing all the services available (universal, targeted and specialist)

- Have developed a more streamlined assessment process and trained all partners involved in the process
- Begin to replace Statements and Learning Difficulty Assessments with new Education, Health and Care Plans (EHCP) extending the statutory protection of children & young people up to 25.
- Developed a system to offer the option of an EHCP personal budget for families, to offer choice and control around how SEN support is delivered.
- Be developing a stronger focus on preparing for adulthood and improving transition services.

5. FINANCIAL IMPLICATIONS

- 5.1 The DSG allocation to LA's is based on census data; the latest census submission (sent to the DfE on the 23 December 2013) includes the expansion of the High Needs age range however, there are other estimated costs associated with the C&F Bill that may not be funded by DSG.

Set out below in item 5.4 is an estimate by the service of the additional costs that may need to be supported by the DSG budget allocation. Upon verification, these values will be incorporated into the final schools budget report and presented back to Schools Forum.

- 5.2 Non-pathfinder LAs have received £0.075m each in 2013/14 to help develop SEN systems and services in line with the requirements of the Bill. The allocation of this funding is being co-ordinated through the Programme Steering Group in order that it delivers maximum impact across the programme as a whole.

Commitments to date are c. £0.045m ensuring:

- § Parents and carers are fully engaged in delivery groups and implementation throughout the next 9 months (£0.005m) and
- § The procurement of a web based solution for sharing information on the Local Offer (£0.040m).

- 5.3 Central government are currently discussing providing LAs with an additional £0.075m for 2014/15 to embed the reforms and a proportion of this will be used to contribute to providing in depth training for schools, colleges and other providers with a provisional conference date of 18 June 2014.

- 5.4 The financial implications of implementing the requirements in the Children and Families Bill are currently being evaluated, linked to wider changes being made by government around funding of pupils and students with high support needs. A further more detailed report to the school's forum will be presented in the near future on this. The early emerging financial implications are as follows:

- § Increased costs surrounding level 5+ estimated at £0.900m from April 2014/15 and an additional £0.200m per annum on going.

This estimated additional cost is still being developed to understand what the financial impact is for the 2014/15+ budget.

- § The increased age range of 0-25 (an increase of 9 years) of statutory services, monitoring and protection will increase the work of the SEN Service considerably.

- § Young people with EHCPs will now have the right to services from the Educational Psychology Service up to the age of 25. The service does not have capacity to deliver to this extended age range under their current structure. Costs of additional capacity are currently being finalised but it is expected that the service will require 3 additional EP's over the next 3 years at a cost of £0.055m in 2014/15, £0.110m in 2015/16 and £0.165m 2016/17.
- Nationally, it is unclear what the expectation will be for special needs support services in terms of statutory provision to age 25. In Nottingham, if the Inclusive Education Service has a duty to provide support to young people with EHCPs up to 25 this could have significant financial/staffing implications. The LA will need to monitor this following the introduction of the reforms.
- There should be no additional costs to Social Care as we anticipate the same young people will qualify for services under the new legislation as now and that realignment of current Children and Adult Service provision will be possible.
- § Under the new reforms, Speech and Language Therapy is clearly identified as an educational responsibility. The budget for this currently sits with the CCG and it is acknowledged that there is a deficit in the amount of SLT available. This could have significant financial implications for the LA and requires high level negotiation with the CCG and detailed financial discussions will be required to identify ongoing funding implications.
- § SEN Transport costs are likely to rise as more young people stay on in education up to the age of 25. A detailed analysis of implications is required and action must be taken to mitigate costs, including consideration of employing additional travel trainers. It is anticipated without such mitigation, the financial impact on the SEN Transport budget may be c.£300k over a 3-4 year period.

6. RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)

- 6.1 These requirements represent a major change to the system for supporting children and young people with SEN and disabilities. Linked to this, a number of very significant changes need to be made in a relatively short period of time i.e. by September 2014.
- 6.2 There is therefore a risk that the required changes will not be in place by this date. However a significant amount of attention has been focussed on mitigating this risk in particular, including: clear and early definition of minimum requirements and prioritisation of delivery of the programme with the Council and partners work plans. In addition to this, each work stream has a comprehensive risk register and mitigation plans with clear actions.

7. OBSERVATIONS OF THE DIRECTOR OF FAMILY COMMUNITY TEAMS

8. HR ISSUES

HR Observations - there appears to be no immediate HR or Workforce implications in relation to this report, but as new ways of working are implemented and implications are fully explored, the Steering Group / Management should continue to engage with their HR Business Partner to assess if future workforce changes are required. A HR Representative will continue to attend Steering Group meetings to ensure these are identified at the earliest opportunity.

Gareth Sayers
Service Redesign Consultant
0115 87 63628
8th January 2014

9. EQUALITY IMPACT ASSESSMENT

Has the equality impact been assessed?

Yes – Equality Impact Assessment attached

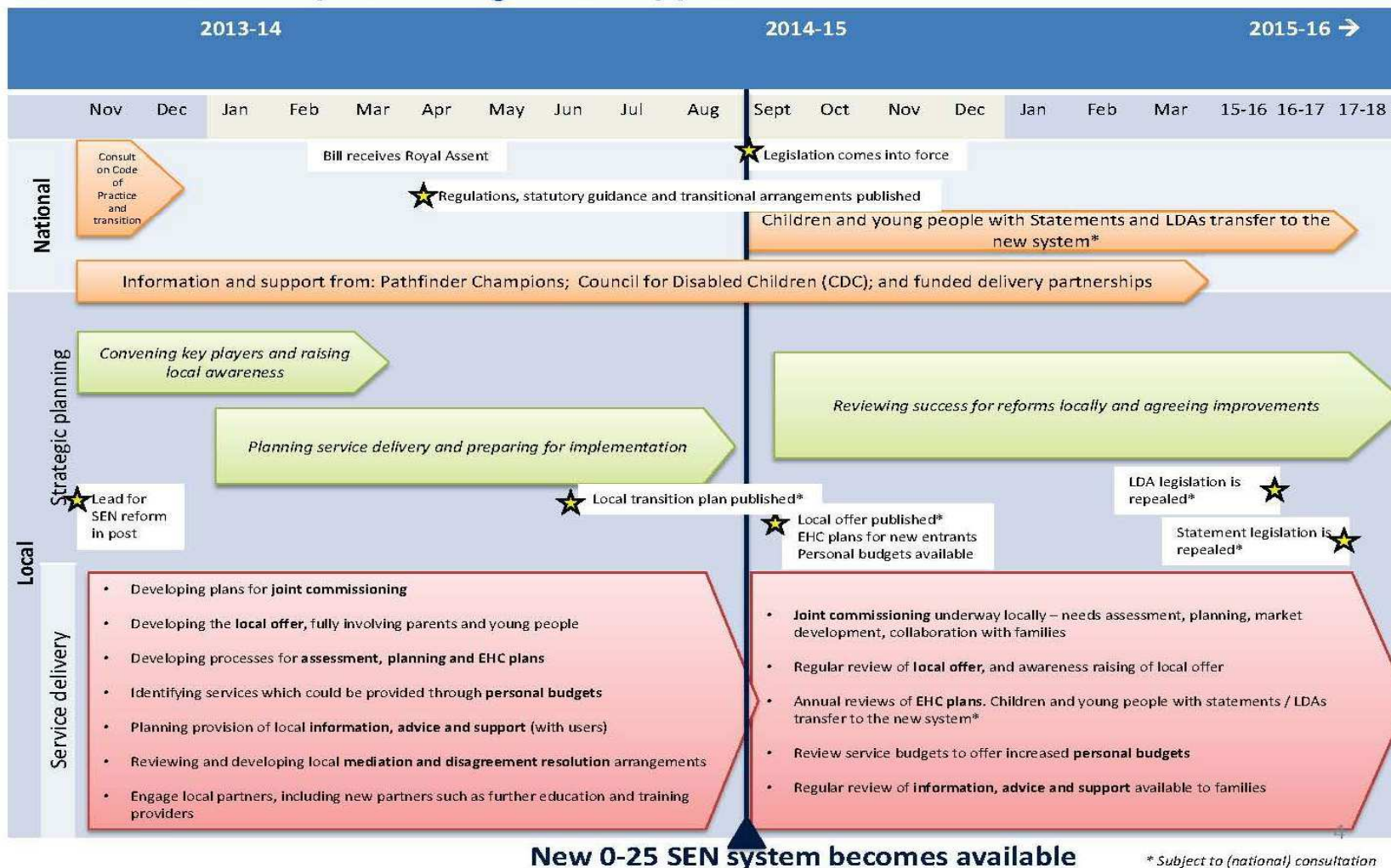
10. LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

None

11. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

Children and Families Bill 2013
Draft SEN Code of Practice September 2013

2. Timeline for implementing a new approach



Equality Impact Assessment

Name and brief description of proposal / policy / service being assessed				
Implementation of requirements of Children and Families Bill 2013				
Information used to analyse the effects on equality: National reviews eg Lamb Report and learning from Pathfinder Authorities, LA and CCG data re level of need in Nottingham and trends in demand, including JSNA, feedback from children and families through local service reviews and evaluation				
	Could particularly benefit (X)	May adversely impact (X)	How different groups could be affected: Summary of impacts	Details of actions to reduce negative or increase positive impact (or why action not possible)
People from different ethnic groups	x	<input type="checkbox"/>	<ul style="list-style-type: none"> All information re services for children with SEN will be available in one place and in an accessible format with key worker support to navigate the information as required. This will support both those for whom English is not their first language and those with literacy difficulties The focus of the legislation is to improve outcomes for children and young people with SEN – improved access to services, a joined up approach, improved educational outcomes, better transition to adulthood and greater control for children and families re the services they wish to use The single assessment process (Education, Health and Care Plans) from 0-25 will simplify the process for young people transferring from school to FE – reducing the need for further assessment and places greater emphasis for housing, employment and access to leisure activities for this group of young people 	The LA and CCG will work in partnership with other agencies, including the voluntary sector and with children and young people and their families to inform and review the local offer so that services are developed in line with changing need
Men, women (including maternity/pregnancy impact), transgender people	<input type="checkbox"/>	<input type="checkbox"/>		
Disabled people or carers	x	<input type="checkbox"/>		
People from different faith groups	<input type="checkbox"/>	<input type="checkbox"/>		
Lesbian, gay or bisexual people	<input type="checkbox"/>	<input type="checkbox"/>		
Older or younger people	x	<input type="checkbox"/>		
Other (e.g. marriage/civil partnership, looked after children, cohesion/good relations, vulnerable children/adults)	<input type="checkbox"/>	<input type="checkbox"/>		
Outcome(s) of equality impact assessment:				
No major change needed <input checked="" type="checkbox"/> Adjust the policy/proposal <input type="checkbox"/> Adverse impact but continue <input type="checkbox"/> Stop and remove the policy/proposal <input type="checkbox"/>				
Arrangements for future monitoring of equality impact of this proposal / policy / service:				
A range of processes will ensure ongoing monitoring and review e.g. regular refresh of JSNA, annual review of Education, Health and Care Plans				
Approved by (manager signature): The assessment must be approved by the manager responsible for the service/proposal (this does not need to be an actual signature). Include a contact tel & email to allow citizen/stakeholder feedback on proposals.			Date sent to equality team for publishing: Send document or link to equalityanddiversityteam@nottinghamcity.gov.uk	