

Public Document Pack



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Monday 4 January 2016

Notice of Meeting

Dear Member

Cabinet

The **Cabinet** will meet in the **Council Chamber - Town Hall, Huddersfield** at **4.00 pm** on **Tuesday 12 January 2016**.

This meeting will be live webcast. To access the webcast please go to the Council's website at the time of the meeting and follow the instructions on the page.

The items which will be discussed are described in the agenda and there are reports attached which give more details.

A handwritten signature in black ink, appearing to read "Julie Muscroft".

Julie Muscroft

Assistant Director of Legal, Governance and Monitoring

Kirklees Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair/Clerk of their intentions prior to the meeting.

The Cabinet members are:-

Member

Councillor David Sheard
Councillor Jean Calvert

Councillor Steve Hall
Councillor Erin Hill
Councillor Viv Kendrick
Councillor Peter McBride
Councillor Shabir Pandor
Councillor Cathy Scott
Councillor Graham Turner

Responsible For:

The Leader
Community Development, Councillors involvement in
a New Council, including Councillor Development
Place - Planning, Highways and Open Spaces
Family Support and Child Protection
Prevention, Early Intervention and Vulnerable Adults
Transportation, Skills, Jobs and Regional Affairs
Schools and Learning
Housing and Relief of Poverty
Resources and Community Safety

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of the Committee

To receive apologies for absence of Members who are unable to attend this meeting.

2: Interests

1 - 2

The Councillors will be asked to say if there are any items on the Agenda in which they have disclosable pecuniary interests, which would prevent them from participating in any discussion of the items or participating in any vote upon the items, or any other interests.

3: Admission of the Public

Most debates take place in public. This only changes when there is a need to consider certain issues, for instance, commercially sensitive information or details concerning an individual. You will be told at this point whether there are any items on the Agenda which are to be discussed in private.

4: Deputations/Petitions

The Committee will receive any petitions and hear any deputations from members of the public. A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also hand in a petition at the meeting but that petition should relate to something on which the body has powers and responsibilities.

5: Public Question Time

The Committee will hear any questions from the general public.

6: Member Question Time

To consider questions from Councillors.

7: Proposal to change the upper age range of Ravenshall School from 16 to 19 years 3 - 66

A report advising members on the outcome of the statutory processes for the statutory proposal by Kirklees Council to change the upper age range of Ravenshall School from 16 to 19 years, and seeking approval to change the upper age range of Ravenshall School from 16 to 19 years.

Officer: Mandy Cameron 01484 221000

Wards

Affected: All Wards

8: Kirklees School Funding Formula for the financial year 2016-17 67 - 80

A report seeking approval for the final details of the Kirklees School Funding Formula for the financial year 2016-17

Officer: Liz Singleton 01484 221000

Wards

Affected: All Wards

9: Calculation of Council Tax Base 2016/17 81 - 92

A report setting out the various tax bases which will apply to the Kirklees area for the financial year 2016/17 in connection with the council tax.

Officer: Steve Bird: 01474 221000

Wards

Affected: All Wards

10: Draft Local Government Finance Settlement 93 - 98

A report informing Cabinet of the Secretary of State for Communities and Local Government's (CLG) announcement of the Local Government Finance Settlement.

Officer: Debbie Hogg: 01484 221000

Wards

Affected: All Wards

11: Findings from the Public Budget Consultation 99 - 138

A report providing feedback on the findings from the public budget consultation for consideration by councillors as part of the budget setting process.

Officer: Nicki Boothman: 01484 221000

Wards

Affected: All Wards

12: Housing Revenue Account (HRA) Rent and Service Charge Setting Report and Key Housing Challenges 139 - 144

A report seeking approval of the proposed dwelling rent, garage rent and other charges to be effective from 1st April 2016.

Officer: Helen Geldart: 01484 221000

Wards

Affected: All Wards

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KIRKLEES COUNCIL			
COUNCIL/CABINET/COMMITTEE MEETINGS ETC			
DECLARATION OF INTERESTS			
Name of Councillor			
Item in which you have an interest	Type of interest (eg a disclosable pecuniary interest or an "Other Interest")	Does the nature of the interest require you to withdraw from the meeting while the item in which you have an interest is under consideration? [Y/N]	Brief description of your interest

Signed: Dated:

NOTES

Disclosable Pecuniary Interests

If you have any of the following pecuniary interests, they are your disclosable pecuniary interests under the new national rules. Any reference to spouse or civil partner includes any person with whom you are living as husband or wife, or as if they were your civil partner.

Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner, undertakes.

Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses.

Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority -

- under which goods or services are to be provided or works are to be executed; and
- which has not been fully discharged.

Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.

Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.

Any tenancy where (to your knowledge) - the landlord is your council or authority; and the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.

Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -

- (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
- (b) either -

the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or

if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.



Cabinet: 12th January 2016. Decision on the proposal to change the upper age range of Ravenshall School from 16 to 19 years.

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Is it in the Council's Forward Plan?	Yes
Is it eligible for call in by Scrutiny?	Yes
Date signed off by Director and name	Alison O' Sullivan
Is it signed off by the Director of Resources?	David Smith 16.12.2015
Is it signed off by the Assistant Director Legal and Governance?	Julie Muscroft 17.12.2015
Cabinet member portfolio	Councillor Shabir Pandor

Electoral wards affected: All Wards

Ward councillors consulted: Yes

Public or private: Public

1. Purpose of report

a) To advise members on the outcome of the statutory processes for the statutory proposal by Kirklees Council to:-

- To change the upper age range of Ravenshall School from 16 to 19 years.

The proposal to increase the upper age range of Ravenshall School from 16-19 years of age has been developed in order to make permanent the existing post year 11 pilot provision which currently provides a small number of places to a specific group of young people in order to help them prepare for learning in a post 16-setting and also to develop the skills that they individually need to progress effectively into adulthood. The pilot provision has achieved successful outcomes for those students who were eligible to stay at Ravenshall School beyond the age of 16.

This statutory proposal to change the upper age range of Ravenshall School has been developed in order that the pilot provision can be made permanent so that eligible students can continue to benefit. It is important to understand that there would be a limited number of places available only to those students who met the eligibility criteria. It is expected that there would be a maximum of 16 places available across year 12 and year 13.

- b) To advise members of the conclusions and recommendations of the School Organisation Advisory Group (SOAG) regarding the statutory process followed for the statutory proposal.
- c) To advise that Members approve the statutory proposal.

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2. Background

2.1 Pilot at Ravenshall School

An analysis of need of the Key Stage 4 cohorts in special schools from across the borough was carried out in 2010/11. This analysis showed that whilst the majority of children and young people are able to make a successful transition to a post-16 learning setting, there were a very small minority who did not have the social and emotional maturity to effectively transition in to a post 16 setting and who would benefit from a more personalised transition programme in a smaller more nurturing environment.

A pilot provision was developed in partnership with Kirklees College at Ravenshall School in 2011 to address this need. The main objective of the pilot was to help a small number of young people prepare for adulthood and learning in a post 16-setting. The pilot provides personalised support such as work based learning, access to leisure activities, independent living and work within the local community.

The pilot provision has achieved successful outcomes for those students who were eligible to stay at Ravenshall School beyond the age of 16. This statutory proposal to change the upper age range of Ravenshall School has been developed in order that this provision can be made permanent so that eligible students can continue to benefit. It is important to understand that there would be a limited number of places available only to those students who met the eligibility criteria. It is expected that there would be a maximum of 16 places available across year 12 and year 13.

Ravenshall School currently provides education to children with complex needs aged between 5-16 years of age.

3. The statutory process regarding the statutory proposal to change the upper age range of Ravenshall School from 16 to 19 years.

School organisation decisions for Local Authority maintained schools have to follow a process set out by law. Kirklees Council has had due regard to legislation and followed the statutory process in respect of this proposal. New School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 came into force on 28th January 2014. The new regulations removed the statutory requirement to carry out a 'pre-publication' consultation for significant changes to schools, including changes to the upper age range of a special school. However, the Council did carry out a four week term time non-statutory consultation to ensure the opportunity was available to all key stakeholders to understand and comment upon this proposal for Ravenshall School, prior to publication.

The statutory process for making a prescribed alteration to alter the of upper or lower age limit at a special school consists of four stages:

- Publication
- Representation
- Decision
- Implementation

This report reviews the performance of the first two stages of the statutory process to confirm that they have been carried out in full compliance with the law and relevant Department for Education (DfE) guidance.

The proposal is presented for the consideration of decision makers so that they can then determine the proposal.

Kirklees Council Cabinet, as decision maker considering the proposal has to have regard to certain guidance issued by the DfE, **School Organisation. Maintained Schools. Annex B: Guidance for Decision-makers January 2014**

3.1 Consultation

The Cabinet decision on 10th February 2015, authorised officers to develop plans for a four week (term time) non-statutory consultation about a proposal to:-

- To change the upper age range of Ravenshall School from 16 to 19 years.

A non-statutory consultation took place between 9th March and 3rd April 2015 to seek the views of parents/carers, school staff, governors, pupils, the local community and other stakeholders. (See Appendix 1 for Consultation Document Distribution List).

On 2nd June 2015, Cabinet received the report of the outcomes of the non-statutory consultation and it was agreed to proceed to commence the statutory process, which was for the publication of the statutory proposal to:

- Change the upper age range of Ravenshall School from 16 to 19 years.

3.2 Publication and representations

On the 22 October 2015 statutory notice (Appendix 2) was published in Huddersfield Examiner and Batley News on 22 October 2015, Dewsbury Reporter and Spensborough Guardian on 23rd October 2015. The statutory notice and statutory proposals (Appendix 3) were also sent to all pupils at Ravenshall School a copy to the Head Teacher and Chair of Governors. Extra copies were given to the school for staff notice boards. The statutory notice was posted at the main entrances of the school on 22 October 2015. Copies of the statutory proposals were also given to the following venues;

- Dewsbury Library and Information Centre
- Thornhill Lees Library
- Huddersfield Library

An e-mail with a link to the Councils external webpage for where the statutory notice and proposals were published was sent to;

- Parents of Children with Additional Needs (PCAN - is an independent, parent-led forum for all parents and carers of children/young people (aged 0-25 years) with additional needs in Kirklees)
- Ward Councillors
- Maintained Special Schools in Kirklees

From the publication date of 22 October 2015, copies of the complete statutory proposal were available upon request from Kirklees School Organisation and Planning Team, Civic Centre 1, Huddersfield. On 18 November 2015 the representation period ended.

3.3 Decision : The role of the Kirklees School Organisation Advisory Group (SOAG)

The Local Authority is the primary decision maker for school re-organisation proposals and under Kirklees arrangements, the Cabinet of Kirklees Council is the decision making body. Under School Organisation Regulations, if the Cabinet of Kirklees Council is unable to make a decision within 2 months of the end of the statutory representation period, then the decision passes to the Schools Adjudicator.

The Kirklees School Organisation Advisory Group (SOAG) was established by Cabinet on 12th September 2007 to advise the Cabinet on school organisation decision-making matters. The constitution and purpose of SOAG is attached at Appendix 4. SOAG exists to provide advice to Cabinet, but Cabinet is the Decision Maker.

3.4 Review of the statutory processes for a statutory proposal to Change the upper age range of Ravenshall School from 16 to 19 years.

Kirklees SOAG met on 23 November 2015 to consider the statutory process and any representations for the proposal and to formulate advice for the Cabinet as decision makers. The report of the meeting is attached at Appendix 5.

3.4.1 Representations received regarding the statutory process

No representations have been received regarding the statutory process.

3.4.2 Statutory process check by SOAG

The details relating to the statutory process for the statutory proposal are set out in the check sheet attached at Appendix 6. The process that has been followed in relation to this proposal have been checked with appropriate evidence that each point had been completed.

3.4.3 Review of representations regarding the statutory process

No representations have been received regarding the statutory process.

3.4.4 SOAG conclusions about the process: The statutory notice, statutory proposals and statutory processes are valid and within time limits;

- Non statutory consultation has been carried out.
- The published statutory notice complies with statutory requirements.
- The proposal is not related to any proposal published by the Education Funding Agency (EFA). The proposal is valid and can be decided by Kirklees Council Cabinet.
- The statutory four week period has been allowed for representation.
- The decisions have been brought to the cabinet on the 12th January 2016, which is within two months after the end of the statutory four week representation period which ended on the 18 November 2015.

3.4.5 SOAG advice: Kirklees Council Cabinet are able to take a decision about the statutory proposals to change the upper age range of Ravenshall School from 16 to 19 years.

4. SOAG review of the related proposals and representations using the DfE statutory guidance for decision makers.

4.1 Factors to be considered in making the decisions about the statutory proposal.

In order to support decision making by Cabinet, a range of factors have been considered. These factors are derived from the guidance issued by the Department for Education. **School Organisation Maintained Schools. Annex B: Guidance for Decision Makers January 2014.** Factors can vary depending upon the nature and type of proposals. The full list of factors is presented in Appendix 7, accompanied by responses to the relevant factors for this proposal. The relevant factors for this proposal are:

A: Consideration of consultation and representation period

B: Education standards and diversity of provision

C: Demand

D: School size

E: Proposed admission arrangements (including post 16 provision)

F: National curriculum

G: Equal opportunities issues

H: Community cohesion

I: Travel and accessibility

J: Capital

K: School premises and playing fields

L: Addition of post 16 provision

M: Changes to special education need provision – The SEN Improvement Test

On 23 November 2015, SOAG examined the rationale for the proposal against each of the above factors. SOAG reviewed a statement of the rationale for the proposal for each section of the guidance. The guidance and rationale are set out in Appendix 7.

4.2 SOAG conclusions for decision makers

The SOAG agreed that the statutory process had been followed and has enabled a detailed presentation of the statutory proposal to change the upper age range of Ravenshall School from 16-19 years of age and that the statutory proposal can be decided by Cabinet.

4.3 Officers' recommendations for decision makers regarding the proposal.

Guidance note: Type of decision

The decision maker can make one of four types of decision for the statutory proposal:

- reject the proposals;
- approve the proposals without modification;
- approve the proposals with a modification, having consulted the LA and/or governing body of both schools (as appropriate);or
- approve the proposals with or without modification subject to certain prescribed events (such as the granting of planning permission) being met.

Following the SOAG review, officers recommend, subject to consideration of any further matters raised at the decision-making meeting that the statutory proposal to change the upper age range of Ravenshall School from 16 to 19 years can be considered for approval for the following reasons (see Appendix 5 - Notes of SOAG meeting held on the 23 November 2015).

4.4.1 A: Consideration of consultation and representation period

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

School organisation decisions for Local Authority maintained schools have to follow a process set out by law. Kirklees Local Authority has had due regard to legislation and followed the statutory process in respect of this proposal. New School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 came into force on 28 January 2014. The new regulations removed the statutory requirement to carry out a 'pre-publication' consultation for significant changes to schools, including changes to the upper age range of a special school. However, the LA did carry out a four week term time non-statutory consultation to ensure the opportunity was available to all key stakeholders to understand and comment upon the proposal, prior to publication. On the 2nd June 2015 Kirklees Council's Cabinet (decision making authority) received the non-statutory consultation outcomes report. It was agreed by

Cabinet to proceed with the next stage of the statutory process and for the publication of the statutory notice and statutory proposal.

The publication of the statutory notice, statutory proposal and representation period commenced on 22nd October 2015 and ended on 18th November 2015, therefore lasting for a period of four weeks and meeting the requirements of School Organisation Regulations.

4.4.2 B: Education standards and diversity of provision

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

The proposal to increase the upper age range of Ravenshall School from 16-19 years of age has been developed in order to make permanent the existing post year 11 pilot provision which provides a small number of places for a specific group of young people who with some additional support would benefit from a more personalised transition programme in a smaller more nurturing environment before progressing to other learning settings and also developing the skills they need for adulthood. The provision would enable some children and young people that access it to be able to develop the resilience and skills that they need to effectively develop at a pace that is appropriate for them and that meets their individual needs and progress effectively in to adulthood. It is considered for these key reasons that the proposal meets the aspirations of some parents, raises local standards and narrow attainment gaps.

The proposal is to change the upper age range of a community special school. The proposal is not seeking to change the type of school e.g. from community to academy.

4.4.3 C: Demand

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

An analysis of need of the Key Stage 4 cohorts in special schools from across the borough was carried out in 2010/11. This analysis showed that whilst the majority of children and young people are able to make a successful transition to a post-16 learning setting, there were a very small minority who did not have the social and emotional maturity to access provision that was available at the end of year 11, and who would benefit from a more personalised transition programme in a smaller more nurturing environment.

A pilot provision was developed in partnership with Kirklees College at Ravenshall School in 2011 to address this need. The main objective of the pilot was to help a small number of young people prepare for adulthood and learning in a post 16-setting. The pilot provides personalised support such as work based learning, access to leisure activities, independent living and work within the local community.

The pilot provision has achieved successful outcomes for those students who were eligible to stay at Ravenshall School beyond the age of 16. This statutory proposal to change the upper age range of the school has been developed in order that this provision can be made permanent so that eligible students can continue to benefit. It is important to understand that there would be a limited number of places available only to those students who met the eligibility criteria. It is expected that there would be a maximum of 16 places available across year 12 and year 13. Considerations such as

projected increases in pupil populations, housing developments, the utilisation of surplus capacity or reducing surplus capacity is therefore not considered relevant to this proposal as the proposal is designed to meet a very specific need for a small cohort of children and young people with complex needs.

4.4.4 D: School size

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

As the proposal is for a change of the upper age range of Ravenshall School from 16-19 years in order to make permanent the existing post year 11 pilot provision which provides a small number of places for a specific group of young people who with some additional support would benefit from a more personalised transition programme in a smaller more nurturing environment before progressing to other options in adulthood. It is expected that there would be a maximum of 16 places available across year 12 and year 13. Small school considerations are not considered relevant to this proposal. There are no capital implications arising from this proposal, for example no physical expansion of the school building would be required in order to implement this proposal. Place funding would be secured via the Education Funding Agency. The pilot provision has been in place for the past three years and has been successful and financially viable, therefore there are no concerns over viability and cost-effectiveness.

4.4.5 E: Proposed admission arrangements (including post 16 provision)

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

Ravenshall School is a community special school and admissions arrangements comply with SEN Code of Practice. As Ravenshall School is a maintained community special school, the Schools Admissions Code does not apply.

Specific eligibility criteria have been used successfully at the pilot provision and have included academic attainment and progress, and measures of vulnerability. It is expected that these criteria would remain similar should the proposal be approved for implementation and the existing pilot provision be made permanent.

It is important to understand that there would be a limited number of places available only to those students who met the eligibility criteria. It is expected that there would be a maximum of 16 places available across year 12 and year 13.

As the proposal is not to establish a general sixth form, the decisions about which students are able to remain, or are offered a place, at Ravenshall School beyond Year 11 would continue to be made by the SEN Assessment and Commissioning Team which is part of the Local Authority, but in partnership with the school and other relevant agencies.

4.4.6 F: National curriculum

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

Given the nature of the proposal, the proposal would have no impact on the national curriculum which is taught across Key Stage 1, 2, 3 and 4 in the school. The proposal aims to make permanent the existing post year 11 pilot provision which provides personalised support such as work based learning, access to leisure activities, independent living and work within the local community. The main objective of the provision is to help a small number of young people prepare for adulthood and learning in a post 16-setting.

4.4.7 G: Equal opportunities issues

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

An equalities impact assessment (EIA) has been carried out and is attached at Appendix 8. It is considered that there are no adverse impacts arising from the proposals under this duty. The EIA suggests that the proposals would have no adverse impact on vulnerable groups including children and young people with SEN.

The proposal is designed to make permanent a pilot provision that has been running since 2011 that meets the needs of a small group of vulnerable children and young people with special education needs that are not ready to make the transition to a post 16 setting.

The proposal does not create any sex, race or disability discrimination issues that arise from the changes being proposed.

4.4.8 H: Community cohesion

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

It is considered that there is no adverse impact upon community cohesion as a result of this proposal. The proposed change in the upper age range of Ravenshall School is intended to have a positive impact on a small number of families as it will provide an increased amount of continuity for some children and young people to effectively support their development and progression into adulthood.

4.4.9 I: Travel and accessibility

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

The proposal would have no adverse impact on travel and accessibility for children attending the school. Should the proposal be approved for implementation, then it will be organised in the same way as the pilot provision has been running for three years with the provision being based at the school.

4.4.10 J: Capital

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

There are no capital costs associated with changing the upper age range of Ravenshall School, there is an appropriate level of existing physical capacity within the school for the proposal to be implemented, if approved.

4.4.11 K: School premises and playing fields

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

There are no implications for school premises and playing fields arising from this proposal. The existing outdoor space will not be impacted in any way should this proposal be approved for implementation.

4.4.12 L: Addition of post 16 provision

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

The proposal is not to establish a general post 16 provision, but to add a small number of post year 11 places by changing the upper age range of Ravenshall School from 16-19 years of age. This would enable the learning and development needs of a small number of vulnerable young people to be met as they are considered not (in accordance with published eligibility criteria) yet ready to make the transition to a college or another setting at 16 years of age. The proposal aims to provide further development to meet the individual needs of the children and young people that would access the provision and develop at a pace that is appropriate for them and this will increase the effective participation in high quality education and or training opportunities in other settings in the long term.

Discussions have been held with other post 16 providers in the local area in the development of this proposal. The proposal aims to meet the learning and development needs of a very small group of young people in order that they can progress into other learning settings and adulthood effectively. The school would continue to work with post 16 providers to ensure that young people accessing the provision were ready to progress to college or another setting at a pace that is appropriate for them. Copies of the consultation material published for this proposal has also been distributed to post 16 providers across the borough.

The proposal does not undermine any existing post 16 provision in the local area, as the post year 11 provision would only be offered to a very small number of young people whose needs are best met by accessing a post year 11 place at Ravenshall School, so that they can progress effectively in to another post 16 setting at a time that is appropriate for them. Specific eligibility criteria have been used successfully at the pilot provision and have included academic attainment and progress, and measures of vulnerability. It is expected that these criteria would remain similar should the proposal be approved for implementation and the existing pilot provision be made permanent.

The Education Funding Agency provides funding for each place and the LA would 'top-up' funding if necessary per pupil basis which relates to standard support needs and the school setting. The existing pilot provision has been running successfully for three years and is financially viable.

The proposals take full account of the funding cycle for post 16 provisions. It is expected that funding would be available in August 2016, prior to the commencement the new academic year in September 2016.

4.4.13 M: Changes to special education need provision – The SEN Improvement Test

No representations were received

Advice: The proposal to change the upper age range of Ravenshall School from 16 to 19 years should be approved.

A non-statutory consultation took place between 9th March and 3rd April 2015. From those responses received, the majority of respondents supported the proposal to change the upper age-range of Ravenshall School from 16-19 years. As the proposal is not to establish a general sixth form, the decisions about which students are able to remain, or are offered a place, at Ravenshall School beyond Year 11 would continue to be made by the SEN Assessment and Commissioning Team which is part of the Local Authority, but in partnership with Ravenshall School and other relevant agencies.

The proposal has been designed to enable the existing pilot provision that was established in 2011 in partnership with Kirklees College, for a small number of young people to be made permanent. This would require a school re-organisation proposal to change the upper age range of the school from 16 to 19 years. The focus has been on helping a small number of young people prepare for adulthood. This has included personalised support such as worked based learning, access to leisure activities, independent living and work within the local community.

This proposal is intended to ensure that the overall pattern of special school provision in Kirklees gives a flexible range of provision and support that can respond to the needs of individual pupils and parental preferences.

The proposal for Ravenshall School supports the LA's strategy for making schools and settings more accessible to disabled children and young people and their scheme for promoting equality of opportunity for disabled people by the schools central location in North Kirklees.

The proposed change to the upper age range of Ravenshall School from 16 to 19 years, would enable an increased level of continuity for a small number of vulnerable young people, particularly in terms of staffing. Staff would have the right knowledge, skills and aptitudes to ensure these young people progress effectively.

The proposal includes post Year 11 places to enable the existing pilot provision that was established in 2011 in partnership with Kirklees College, for a small number of particularly vulnerable young people to be made permanent, this is designed to increase flexibility of provision to better meet the needs of some vulnerable young people.

The proposal does not displace any children or young people presently attending the school.

4.5 Officer conclusion and recommendation to the decision makers

The statutory proposal by Kirklees Local Authority for Ravenshall School to change its upper age range from 16 to 19 years of age should be approved for implementation from the 1st September 2016 without modification.

5. Implications for the Council

5.1 HR Implications

There are no human resources implications resulting from this proposal.

5.2 Financial Implications

5.2.1 Revenue Budget

Special school places are funded from the “high needs block” of the Dedicated Schools Grant (DSG) and the number of Post-16 places now has to be formally agreed with the Education Funding Agency (EFA) each year. The Council has provisionally (subject to the outcome of the decision making process this application will be confirmed) applied to the EFA for an additional eight Post-16 places for the start of the 2016-17 academic year, and a similar request will be made for another eight places for 2017-18. The allocation to the school is £10K per place and would be funded from the existing Kirklees DSG High Needs block. However, 16 places across year 12 and 13 will be provided from the start of the 2016-17 academic year as the current funding arrangements for the pilot provision enable this.

Schools also receive ‘top-up’ funding on a per pupil basis which relates to standard support needs and the school setting. Should the proposal be approved for implementation then the DSG would be required to provide the required level of additional ‘top-up’ funding, as previously reported.

5.2.2 Capital

There are no capital implications as a result of these proposals. No capital investment in to Ravenshall School is required to implement the statutory proposal.

5.3 Council priorities

Council policies affected by this proposal include the Children & Young People Plan. The proposals will support the Council priorities which are to;

Enhance life chances for young people

Working in partnership to improve health and educational attainment to enable them to reach their full potential. The proposals offer the opportunity to continue to significantly improve and enhance the overall educational opportunities and achievements of young people in Kirklees.

Support older people to be healthy, active and involved in their communities

Focusing on preventative work, while empowering those with long term conditions to live independent lives to the full and be in control of making their own decisions.

Business growth and jobs

Creating the right conditions for business to sustain the Kirklees economy, facilitating investment in skills, jobs and homes and providing pathways into work.

Provide effective and productive services

Ensuring services are focused on the needs of the community and delivering excellent value for money.

6 Consultees and their opinions

A non-statutory consultation was carried out by the LA from the 9th March 2015 and the 3rd April 2015. On 2nd June 2015 Cabinet received the report of the outcomes of the non-statutory consultation and the views expressed by stakeholders during this consultation were described in detail in that Cabinet report. The Cabinet agreed to proceed with the statutory processes for the proposal to change the upper age range of Ravenshall School from 16 to 19 years.

During the 4 week representation period, no representations were received.

This report brings stakeholders views and comments regarding the statutory proposals to decision makers attention for full consideration giving due regard to the factors for decision making derived from the guidance issued by the **Department for Education**.

School Organisation Maintained Schools. Annex B: Guidance for Decision Makers January 2014

7 Next steps

If Cabinet approves the proposal then where required, officers would support and work with the Governing Body of Ravenshall School to finalise arrangements for pupils, parents, staff and other stakeholders in order to ensure that effective plans are put in place to implement the proposal from the 1st September 2016. In particular to liaise further with parents and carers on the scope provision including eligibility criteria.

8 Officer recommendations and reasons

8.1 It is recommended that Members:-

- a. note the advice of Kirklees SOAG that the proposals to change the upper age range of Ravenshall School from 16 to 19 years are valid and that the required statutory processes have been carried out.
- b. agree that in their role as decision makers, they will take the decision regarding the proposal within the statutory time period.
- c. acknowledge the outcomes and recommendations of the Kirklees SOAG meeting from the 23 November 2015 and the associated officer recommendations for the proposal.
- d. note the HR and financial implications of approving the proposal.
- e. confirm that in meeting the obligations of the Equality Act 2010 and the Public Sector Equality Duty 2011 full regard has been given to the Equalities Impact Assessment throughout the statutory process for the proposal including the decision regarding approval.

8.2 It is recommended that Members approve without modification or condition the proposals:-

- To Change the upper age range of Ravenshall School from 16 to 19 years

The proposal should be approved for the following reasons:-

a. to meet the needs of a small number of young people who had not yet developed social and emotional maturity and other key skills so that they are fully prepared for adulthood and learning in another post 16 setting. The proposal aims to make permanent the existing pilot provision that would provide a small number of young people in future cohorts the same opportunity to progress and develop at a pace that is appropriate for them and therefore increasing education standards. The proposal is not to create a general sixth form provision that would be open to all students.

b. to provide the opportunity for increased levels of continuity for those young people who may not yet be ready to progress to a larger learning environment. This provided the rationale for establishing the pilot provision that has proved to benefit those young people that have accessed it so far.

c. to continue to ensure that the young people who access the provision, develop the resilience and skills that they need to effectively develop at a pace that is appropriate for them and meets their individual needs.

d. to support the Council's objective of ensuring that the overall pattern of special school provision within the borough has a flexible range of provision and support that can respond to the needs of individual pupils and parental preferences. Ravenshall

School can provide individualised programmes focussing on transition in a setting which is smaller and more familiar.

e. young people would continue to access appropriately trained staff and access to specialist support and advice, so that they can have the fullest opportunities to make a successful transition to further opportunities to learn and participate in education, employment and their communities.

f. supports the LA's strategy for making schools and settings more accessible to disabled children and young people and their scheme for promoting equality of opportunity for people with SEN.

g. ensure that there is a full range of provision, post 16 through which learners are able to progress.

8.3 It is recommended that Members request officers to support and work closely with the Governing Body of Ravenshall School , staff and other stakeholders in order to implement the proposals from 1st September 2016.

9 Cabinet Portfolio Holders' recommendation

We, the Cabinet Members for Children's Services, endorse the recommendations set out by officers in the previous section of this report. We will consider any further material matters that are brought to our attention in advance of and during the Cabinet meeting on 12th January 2016 and will make our final, oral, recommendations at the end of the discussion of this item at the meeting.

We have taken time to consider carefully all the views that have been expressed and have been pleased to receive the positive support for this proposal. We remain keen that the highest quality provision is available fairly to all children to ensure that they have the very best educational experience in appropriate facilities to meet their needs both now and into the future.

The proposal is a positive opportunity for a small number of our most vulnerable learners and will permanently establish the successful post year 11 pilot provision that has been running for three years and therefore continue to respond to the needs of individual pupils and their families both now and in the future.

It is for these reasons that we support the officer recommendations in section 8 above.

10 CONTACT OFFICERS

Mandy Cameron
Deputy Assistant Director - Learning and Skills: Vulnerable Children and Groups
mandy.cameron@kirklees.gov.uk

Jo-Anne Sanders. Deputy Assistant Director: LA Statutory Duties
jo-anne.sanders@kirklees.gov.uk

Assistant Director responsible

Gill Ellis. Assistant Director for Learning and Skills
gill.ellis@kirklees.gov.uk

11 BACKGROUND PAPERS

Cabinet Report 2 June 2015: Report on the outcomes from the non-statutory consultation for Members consideration on the proposal to change the upper age range of Ravenshall School from 16 to 19 years.

Cabinet Report: 10th February 2015 Proposal to change the upper age range of Ravenshall School from 16 to 19 years

Research into Post 16 Progression Routes for Young People with Special Educational Needs in Kirklees

About you

This section asks you for some information that will help us to analyse the results of the survey and to see who has taken part. You will not be identified by any of the information that you provide.

I am a: (please tick ✓ and complete all those that apply to you)

- Parent/carer Your child's/children's school/s: _____
- Pupil Your school: _____
- Governor Your school: _____
- Member of staff Your school: _____
- Local resident Please tell us: _____
- Other Please tell us: _____

How would you describe your ethnic origin? (Please tick ✓ one box)

- | | | |
|--|---|--------------------------------|
| White | Asian or Asian British | Other ethnic group |
| English/Welsh/Scottish/
Northern Irish/British <input type="checkbox"/> | Indian <input type="checkbox"/> | Arab <input type="checkbox"/> |
| Irish <input type="checkbox"/> | Pakistani <input type="checkbox"/> | Other <input type="checkbox"/> |
| Gypsy or Irish Traveller <input type="checkbox"/> | Bangladeshi <input type="checkbox"/> | (Please write in) |
| Any other White background <input type="checkbox"/> | Chinese <input type="checkbox"/> | |
| (Please write in)..... | Any other Asian background <input type="checkbox"/> | |
| | (Please write in)..... | |
| Mixed | Black or Black British | |
| White and Black Caribbean <input type="checkbox"/> | Caribbean <input type="checkbox"/> | |
| White and Black African <input type="checkbox"/> | African <input type="checkbox"/> | |
| White and Asian <input type="checkbox"/> | Any other Black background <input type="checkbox"/> | |
| Any other Mixed background <input type="checkbox"/> | (Please write in)..... | |
| (Please write in)..... | | |

Please write in your postcode:

(We will not use this information to contact you)

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Non Statutory consultation on: Proposal to change the upper age range of Ravenshall School from 16 to 19 years

Please tell us your views on our proposal

This document tells you the reasons that Kirklees Council is making this proposal. It also explains how the decision making process works.

Please take time to read it and let us know your views. Comments can be made on the response form at the back of this booklet.

The closing date for responses is
3 April 2015

Why are we making this proposal?

Background

In 2010, an independent report looked into the routes of progression for young people with special educational needs (SEN) in Kirklees. The report highlighted issues affecting a small number of young people moving into further education at 16 years of age. The report made the following recommendations;

- Special Schools and Kirklees College should continue to work together to develop better transitional arrangements for these young people.
- Parental concerns about these young people being vulnerable in large settings should be taken in to account.
- The availability of placements, other than at Kirklees College, for those children and young people who need significant support should be considered, along with providing greater choice for parents.

Further work identified a small number of young people who did not yet have the appropriate social and emotional maturity to engage in post 16 learning at another setting. It said these young people would benefit from a more personalised way of moving into further education. This would be through a smaller, more nurturing environment.

To meet this need, temporary provision was created at Ravenshall School, in partnership with Kirklees College, in September 2011. The focus has been on helping a small number of young people prepare for adulthood. This has included personalised support, such as work-based learning, access to leisure activities, independent living skills and work within the local community. The provision has been successful.

The proposal

Kirklees Council proposes that this provision for a small number of particularly vulnerable young people is made permanent. This would require a change to the upper age range of Ravenshall School from 16 to 19 years.

The provision would continue to work in partnership with Kirklees College and other special schools. It would continue to offer the right personalised package of support for this group of young people to move on to further education and other activities as soon as they are ready.

This proposal is not to establish a general sixth form provision that would be available to all Year 11 students at Ravenshall School, it is our expectation that the majority of young people will attend Kirklees College as they do now.

What happens next?

This consultation is open between **9 March - 3 April**. During that time, you can express your views in writing, online or in person at the consultation events.

Once the consultation has finished, all feedback will be reported to Kirklees Council's Cabinet (the council's main decision making body). They will then decide whether to move to the next stage. This would mean the publication of legal notices and another chance to view the proposal and comment on this before a final decision is made.

The following table shows the next steps involved in the process. Dates are subject to change and would be dependent on Cabinet approval to move to each stage.

Activity	Date
Non-statutory consultation	March-April 2015
Feedback reported to Cabinet and approval to next stage*	May 2015
Publication of notices and representation period*	May-June 2015
Final decision by Cabinet (within 2 months)*	July 2015
Implementation starts*	September 2016

*Subject to scheduling of Cabinet meetings which means dates might change

Consultation events

All the following informal 'drop-in' events are open to everybody: families of pupils attending the school, other members of the community and anyone who would like to hear more and discuss the proposal. Officers from the council will be present to answer questions and hear your views.

Anyone is welcome to attend any of the events. Anyone who would like some help in taking part in the consultation will receive it. Please come along and see us any time between the times below.

Date	Venue	Time
17 March	Ravenshall School	1pm -6pm
26 March	Huddersfield Town Hall - Meeting Room 1	10:30am- 12:30pm

In addition to these events, there will be separate opportunities for consultation with staff and governors. Kirklees Council wants to know what you think.

Alternatively, you can complete the response form at the back of this document.

Response Form

Please send this form or a letter to:

- By post:** FREEPOST, Kirklees Council, RTBS-CYHU-LSEC, School Organisation and Planning Team. (Postage is free; you do not need a stamp)
- In person:** At one of the consultation drop-in sessions or hand it in to the school.
- Online:** You can also take part in the consultation on our website: **www.kirklees.gov.uk/schoolorganisation**
- Email:** Please note that you can contact us via email should you have any queries regarding this proposal. Please send your emails to **school.organisation@kirklees.gov.uk**

Please make sure you respond by **3 April 2015** to ensure that your views are heard.

Your views

Q) Do you support or oppose the proposal to change the upper age range of Ravenshall School from 16 to 19 years of age?

Please ✓ tick one of these boxes.

Strongly support	Support	Neither support nor oppose	Oppose	Strongly oppose	Don't know
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Why have you decided that is your view? Please tell us about it along with anything else you would like us to consider relating to this proposal.



PROPOSAL TO CHANGE THE UPPER AGE RANGE OF RAVENSHALL SCHOOL FROM 16-19 YEARS

Notice is given in accordance with section 19 (1) of the Education and Inspections Act 2006 that Kirklees Council intends to make prescribed alteration to Ravenshall School, a Community Special School, Ravensthorpe Road, Thornhill Lees, Dewsbury WF12 9EE

It is proposed:

To change the upper age range of Ravenshall School from 16 to 19 years of age.

It is proposed that the change would begin from **1st September 2016**. Please see notes below that do not form part of this notice for further information.

This notice is an extract from the complete proposals. Copies of the complete proposals can be obtained from: Kirklees Council, School Organisation and Planning Team, Civic Centre 1, Ground Floor, Huddersfield, HD1 2NF. Tel: 01484 221000. Copies of the full proposals are available on the Kirklees Council website www.kirklees.gov.uk/schoolorganisation

Within four weeks from the date of publication of this proposal (i.e. 18th November 2015) any person may object to or make comments on the proposal by sending them to Kirklees Council, School Organisation & Planning Team, Civic Centre 1, Ground Floor, Huddersfield, HD1 2NF, or via the Council email at: school.organisation@kirklees.gov.uk

Alison O'Sullivan – Director for Children & Young People, Kirklees Council
Publication Date: (22nd October 2015)

Note: Not part of the statutory notice.

The proposal is not to establish a general sixth form provision that would be available to all students. This proposal to change Ravenshall Schools upper age range from 16-19 years has been designed to enable the existing pilot provision that is for a small number of students who were not yet ready to leave the school, to be made permanent. Please see the statutory proposal for further information.

Alterations other than alterations proposed in foundation proposals which may be published by a Governing Body or Local Authority as specified in regulations 4 and 5

Published in accordance with Schedule 2 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013

1. Contact details

The name and contact address of the local authority or governing body publishing the proposals and the name, address and category of the school

Kirklees Council, Civic Centre 1, Huddersfield, HD1 2NF intends to make prescribed alteration to Ravenshall School, a Community Special School, Ravensthorpe Road, Thornhill Lees, Dewsbury, WF12 9EE

2. Description of alteration and evidence of demand

Description of Alteration. It is proposed:

- Prescribed alteration to change the upper age range of Ravenshall School from 16 to 19 years of age.

Evidence of Demand

An analysis of need of the Key Stage 4 cohorts in special schools from across the borough was carried out in 2010/11. This analysis showed that whilst the majority of children and young people are able to make a successful transition to a post-16 learning setting, there were a very small minority who did not have the social and emotional maturity to access provision that was available at the end of year 11, and who would benefit from a more personalised transition programme in a smaller more nurturing environment.

A pilot provision was developed in partnership with Kirklees College at Ravenshall School in 2011 to address this need. The main objective of the pilot was to help a small number of. The pilot provides personalised support such as work based learning, access to leisure activities, independent living and work within the local community.

The pilot provision has achieved successful outcomes for those students who were eligible to stay at Ravenshall School beyond the age of 16. This statutory proposal to change the upper age range of the school has been developed in order that this provision can be made permanent so that eligible students can continue to benefit. It is important to understand that there would be a limited number of places available only to those students who met the eligibility criteria. It is expected that there would be a maximum of 16 places available across year 12 and year 13.

3. Objectives. The objectives of the proposals (including how the proposals would increase educational standards and parental choice)

The objectives of this proposal are to:

- Meet the needs of a small number of young people who had not yet developed social and emotional maturity and other key skills so that they are fully prepared for adulthood and learning in another post 16 setting. The proposal aims to make permanent the existing pilot provision that would provide a small number of young people in future cohorts the same opportunity to progress and develop at a pace that is appropriate for them and therefore increasing education standards. The proposal is not to create a general sixth form provision that would be open to all students.
- Provide the opportunity for increased levels of continuity for those young people who may not yet be ready to progress to a larger learning environment. This provided the rationale for establishing the pilot provision that has proved to benefit those young

people that have accessed it so far.

- To continue to ensure that the young people who access the provision, develop the resilience and skills that they need to effectively develop at a pace that is appropriate for them and meets their individual needs.
- Supports the Council's objective of ensuring that the overall pattern of special school provision within the borough has a flexible range of provision and support that can respond to the needs of individual pupils and parental preferences. Ravenshall School can provide individualised programmes focussing on transition in a setting which is smaller and more familiar.
- Young people would continue to access appropriately trained staff and access to specialist support and advice, so that they can have the fullest opportunities to make a successful transition to further opportunities to learn and participate in education, employment and their communities.
- Supports the LA's strategy for making schools and settings more accessible to disabled children and young people and their scheme for promoting equality of opportunity for people with SEN.
- Ensure that there is a full range of provision, post 16 through which learners are able to progress.

4. The effect on other schools

The effect on other schools, academies and educational institutions in the area

This proposal is not intended to have any direct effect on other schools, academies and educational institutions in the area. The proposal to increase the upper age range of the school from 16-19 years of age has been developed in order to make permanent the existing post year 11 provision which provides a small number of places to a specific group of young people who with some additional support will be able to progress to other options in adulthood. It would not be appropriate for these young people to attend another special school. The proposal is not to create a general sixth form provision that would be open to all students.

5. Project costs

Project cost and indication of how these will be met, including how long term value for money will be achieved.

There are no direct project costs associated with changing the upper age range of Ravenshall School. The Council would apply to the Education Funding Agency for place funding as required.

6. Implementation and any proposed stages for implementation

The date on which the proposals are planned to be implemented, and if they are to be implemented in stages, a description of what is planned for each stage, and the number of stages intended and the dates of each stage.

The proposed implementation date is 1st September 2016

7. Addition of Post -16 provision

- (a) In assessing a proposal to add post-16 provision, decision-makers should look for evidence that the proposal will improve, extend the range, and increase participation in high quality educational or training opportunities for post-16 pupils within the LA or local area.
- (b) The decision-maker should also look for evidence on how new places will fit within the 16-19 organisation in an area and that schools have collaborated with other local providers in drawing up a proposal.
- (c) The decision-maker may turn down a proposal to add post-16 provision if there is compelling and objective evidence that the expansion would undermine the viability, given the lagged funding arrangements, of an existing high quality post-16 provider.
- (d) Decision-makers should consider the viability of a proposal bearing in mind the formulaic approach to funding; that the school will have to bear any potential diseconomies of scale; and the impact of future demographic trends.
- (e) A proposal should take account of the timeline for agreeing 16-19 funding which will be available in the most recent guidance on the department's website. Decision-makers should note that post-16 funding runs on an August – July academic year cycle.

- a) The proposal is not to establish a general post 16 provision, but to add a small number of post year 11 places by changing the upper age range of Ravenshall School from 16-19 years of age. This would enable the learning and development needs of a small number of vulnerable young people to be met as they are not yet ready to make the transition to a college or another setting at 16.
- b) Discussions have been held with other post 16 providers in the local area in the development of this proposal. The proposal aims to meet the learning and development needs of a very small group of young people in order that they can progress into adulthood effectively. The school would continue to work with post 16 providers to ensure that young people accessing the provision were ready to progress to college or another setting at a pace that is appropriate for them. Copies of the consultation material published for this proposal has also been distributed to post 16 providers across the borough.
- c) The proposal does not undermine any existing post 16 provision in the local area, as the post year 11 provision would only be offered to a very small number of young people whose needs are best met by accessing a post year 11 place at Ravenshall School, so that they can progress effectively in to another post 16 setting at a time that is appropriate for them. Specific eligibility criteria have been used successfully at the pilot provision and have included academic attainment and progress, and measures of vulnerability. It is expected that these criteria would remain similar should the proposal be approved for implementation and the existing pilot provision be made permanent.
- d) The Education Funding Agency provides funding for each place and the LA would 'top-up' funding if necessary per pupil basis which relates to standard support needs and the school setting.
- e) The proposals take full account of the funding cycle for post 16 provisions. It is expected that funding would be available in August 2016, prior to the commencement the new academic year in September 2016.

8. Change to special educational need provision- the SEN improvement test

In planning and commissioning SEN provision or considering a proposal for change, LAs should aim for a flexible range of provision and support that can respond to the needs of individual pupils and parental preferences. This is favourable to establishing broad

categories of provision according to special educational need or disability. Decision-makers should ensure that proposals:

- (a) take account of parental preferences for particular styles of provision or education settings.
- (b) take account of any relevant local offer for children and young people with SEN and disabilities and the views expressed on it.
- (c) offer a range of provision to respond to the needs of individual children and young people, taking account of collaborative arrangements (including between special and mainstream), extended school and Children's Centre provision; regional centres (of expertise) and regional and sub-regional provision; out of LA day and residential special provision.
- (d) take full account of educational considerations, in particular the need to ensure a broad and balanced curriculum, within a learning environment where children can be healthy and stay safe.
- (e) support the LA's strategy for making schools and settings more accessible to disabled children and young people and their scheme for promoting equality of opportunity for disabled people.
- (f) provide access to appropriately trained staff and access to specialist support and advice, so that individual pupils can have the fullest possible opportunities to make progress in their learning and participate in their school and community.
- (g) ensure appropriate provision for 14-19 year-olds; and
- (h) ensure that appropriate full-time education will be available to all displaced pupils. Their statements of special educational needs must be amended and all parental rights must be ensured. Other interested partners, such as the Health Authority should be involved. Pupils should not be placed long-term or permanently in a Pupil Referral Unit (PRU) if a special school place is what they need.
- (i) When considering any reorganisation of provision that the LA considers to be reserved for pupils with special educational needs, including that which might lead to children being displaced, proposers will need to demonstrate how the proposed alternative arrangements are likely to lead to improvements in the standard, quality and/or range of educational provision for those children. Decision-makers should make clear how they are satisfied that this SEN improvement test has been met, including how they have taken account of parental or independent representations which question the proposer's assessment.

- (a) A non-statutory consultation took place between 9th March and 3rd April 2015. The consultation identified a high level of support for the proposal. From those responses received, the majority of respondents supported the proposals to change the upper age-range of Ravenshall School from 16-19 years. Respondents identified a range of benefits that are aligned with the objectives of the proposal.
- (b) As the proposal is not to establish a general sixth form, the decisions about which students are able to remain, or are offered a place, at Ravenshall School beyond Year 11 would continue to be made by the SEN Assessment and Commissioning Team which is part of the Local Authority, but in partnership with the school and other relevant agencies.
- (c) The proposal has been designed to enable the existing pilot provision that was established in 2011 in partnership with Kirklees College, for a small number of young people to be made permanent. This would require a school re-organisation proposal to change the upper age range of the school from 16 to 19 years. The focus has been on helping a small number of young people prepare for adulthood. This has included personalised support such as worked based learning, access to leisure activities, independent living and work within the local community.

- (d) This proposal is intended to ensure that the overall pattern of special school provision in Kirklees gives a flexible range of provision and support that can respond to the needs of individual pupils and parental preferences.
- (e) The proposal for Ravenshall School supports the LA's strategy for making schools and settings more accessible to disabled children and young people and their scheme for promoting equality of opportunity for disabled people by the schools central location in North Kirklees.
- (f) The proposed change to the upper age range of Ravenshall School from 16 to 19 years, would enable an increased level of continuity for a small number of vulnerable young people, particularly in terms of staffing. Staff would have the right knowledge, skills and aptitudes to ensure these young people progress effectively.
- (g) The proposal includes post Year 11 places to enable the existing pilot provision that was established in 2011 in partnership with Kirklees College, for a small number of particularly vulnerable young people to be made permanent, this is designed to increase flexibility of provision to better meet the needs of some vulnerable young people and increase parental choice.
- (h-i) The proposals do not displace any children or young people presently attending the school.

9. Objections and comments

Any person may send objections or comments in relation to any proposals to the local authority with four weeks from the date of publication. Objections and comments must be received by the 18th November 2015. Copies of the proposals can be obtained from School Organisation and Planning Team, Kirklees Council, Director for Children and Adults, Ground Floor, Civic Centre 1, High Street, Huddersfield, HD1 2NF

The address of the authority to which objections or comments should be sent:

Within four weeks from the date of publication of this proposal, (18th November 2015) any person may object to or make comments on the proposal by sending them to Alison O'Sullivan, Director for Children & Young People, c/o School Organisation & Planning Team, Kirklees Council, Directorate for Children & Adults, Ground Floor, Civic Centre 1, High Street, Huddersfield, HD1 2NF.

**Directorate for Children & Adults
Learning & Skills**

Ground Floor South
Civic Centre 1
High Street
HUDDERSFIELD
HD1 2NF

Tel: 01484 221000

mandy.cameron@kirklees.gov.uk
www.kirklees.gov.uk

18 December 2015

Dear parent/carer

RE: Ravenshall School

I would like to bring you some important news about the possible changes at Ravenshall School.

As you know, earlier this year Kirklees Council asked for your views about its proposal to raise the upper age-range of Ravenshall School from 16 to 19 years. There were over 120 responses to the consultation, including many from parents and carers, and we would like to thank all of you who took part and expressed your views.

Your views have been considered by the members of Kirklees Cabinet (the council's main decision making body), who have agreed to move on to the next stage in the process. This is for the publication of statutory proposals about the proposed changes. This gives another chance for people to give their opinion, if they wish. A final decision on the proposals is expected in January 2016.

A copy of the statutory proposals are enclosed with this letter. We would welcome any views you have on the proposals by the 18th November.

To remind you, following a successful pilot scheme, the proposal is to raise the upper age range of Ravenshall School from 16 to 19 years. The change would mean certain students, those who were not yet ready to leave, stayed at Ravenshall School beyond the end of Year 11 and received extra support, helping them to prepare for life after school.

Students who were eligible for the post Year 11 places would be supported to make the transition into college and adulthood. The post Year 11 provision has had successful outcomes since it was introduced as a pilot in 2011, in partnership with Kirklees College.

The proposal is not to create a general sixth form which would be open to all Ravenshall School students. Most students are ready to leave Ravenshall at age 16 and would continue to do so. The proposal is to ensure that the students in greatest need of support, and who are eligible to be offered a post-Year 11 place, are able to get all the extra help they need.

As the proposal is not to establish a general sixth form, the decisions about which students are able to remain at Ravenshall School beyond Year 11 would continue to be made by the council's SEN Assessment and Commissioning Team in partnership with the school and other relevant agencies.

Details about eligibility and which students would be offered a post Year 11 place are being developed. However, criteria have been used successfully at the pilot provision and have included academic attainment and progress and measures of vulnerability. It is expected that these criteria would remain similar in future. The number of post Year 11 places is also being decided and is likely to be a maximum of 16 places across year 12 and year 13.

We are very proud of Ravenshall School and the outstanding work it does to support vulnerable children, young people and their families. We will continue to keep you updated with developments as this important process moves forward.

Yours sincerely

A handwritten signature in black ink, appearing to read 'M Cameron', enclosed in a thin black rectangular border.

Mandy Cameron
Deputy Assistant Director Children and Vulnerable Groups

Kirklees School Organisation Advisory Group Constitution & Purpose

The Education and Inspections Act 2006 confirms Local Authority responsibility for school organisation decision-making.

To assist the Local Authority in reaching decisions on school organisation statutory notices, a School Organisation Advisory Group will be established to consider and advise Cabinet, as the decision-making body, on statutory proposals related to school organisation.

The Advisory group will not have decision-making powers.

Constitution of the School Organisation Advisory Group

Membership of the Advisory Group will be as follows:

1. Member representation in line with the current political ratio of the Council (6)
2. Schools representative (1)
3. Governing Body representative (1)
4. Diocesan representatives. (Catholic and Anglican) (2)
5. Learning Skills Council (1)
6. Minority Community representative (1)

The Chair of the School Organisation Advisory Group will be the lead member for Children and Young People Service.

The group may decide to invite other individuals to attend the group to receive information related to the school organisation proposal as appropriate.

As an Advisory group, the Council's quorum guidelines do not apply.

Purpose of the School Organisation Advisory Group

The proposed draft terms of reference for the School Organisation Advisory Group are detailed below.

At the end of the 4 week statutory notice period where the notice outlines a school organisation proposal, the School Organisation Advisory Group will meet as soon as possible to:

- Check and confirm that all required information is available regarding the school organisation proposal;
- Check and confirm that the published notice complies with statutory requirements;
- Check and confirm that the statutory consultation (where applicable) has been carried out prior to the publication of the Notice;
- Consider the prescribed information related to the proposal to change the pattern of school provision;
- Consider the proposal for change with regard to the DfE guidance on implementing change to the pattern of school organisation; (School Organisation Maintained Schools Annex B: Guidance For Decision Makers).
- Consider any objections received during the statutory notice period and the Local Authority response to these objections;
- Receive a presentation on the proposal for change from the Proposer;
- Having considered the statutory proposal with regard to the above, prepare a list of reasons for the decision they would recommend to Cabinet in respect of the school organisation proposal. This should be prepared using the factors to be considered in the statutory guidance as the framework for their collective view

Notes of School Organisation Advisory Group – 23rd November 2015

1. Introductions and membership apologies

Present: Councillor Shabir Pandor (chair)
Councillor Lisa Holmes
Jane Acklam Executive Principle of Moor End Academy

Officers in support: Mandy Cameron (Deputy Assistant Director Children and Vulnerable Groups – Learning and Skills)
Rajesh Singh (School Organisation and Planning Team Manager – Learning and Skills)
Shahzia Ashraf (School Place Planning Officer-Learning and Skills)

Apologies: Councillor Pinnock
Councillor Karen Allison
Councillor Erin Hill
Councillor Marielle O'Neill
Diocese of West Yorkshire and the Dales
Diocese of Leeds
Jo-Anne Sanders. Deputy Assistant Director- LA Statutory Duites. Learning and Skills.

2. Overview of the meeting-Purpose of SOAG:

- Review of the statutory process regarding the statutory proposal to change the upper age range of Ravenshall School from 16 to 19 years of age.

3. Review of the statutory process using Check List 1. Proposal to change the upper age range of Ravenshall School from 16 to 19 years of age.

4. SOAG conclusions and recommendations to decision makers:

- Consultation has been carried out.
- The published statutory notice complies with statutory requirements.
- The proposal is not related to any other proposal for any other school and is not related to any proposals published by the EFA.
- The proposal is valid and can be decided by Kirklees Council Cabinet.
- The statutory four week period has been allowed for representation.
- The decisions have been brought to the cabinet on 12th January 2016, which is within two months after the end of the statutory four week representation period which ended on the 18 November 2015.

SOAG Advice: Kirklees Council Cabinet can decide the proposals under its current decision making powers.

5. Review of factors from DfE guidance to be considered in making the decisions. These factors are derived from the guidance issued by the Department for Education. School Organisation Maintained Schools. Annex B: Guidance for Decision Makers January 2014. Factors can vary depending upon the nature and type of proposals. The full list of factors is presented in Appendix 7, accompanied by responses to the relevant factors for these proposals. The relevant factors for these proposals are:

- A: Consideration of consultation and representation period
- B: Education standards and diversity of provision.
- C: Demand

- D: School size
- E: Proposed admission arrangements (including post 16 provision)
- F: National curriculum
- G: Equal opportunities issues
- H: Community cohesion
- I: Travel and accessibility
- J: Capital
- K: School premises and playing fields
- L: Additional of post 16 provision
- M: Changes to special Educational needs Provision the SEN improvement test

- The rationale for the proposals was examined against each of the above factors and associated guidance.
- The factors, guidance and rationale for the proposals are set out in Appendix 7.

Comments

- Should the proposal be approved for implementation, then it was agreed that further work was to be done with parents and carers to ensure that it was understood that proposal has not been designed to provide a post 16 provision open to all students, but for a small number of young people who met the eligibility criteria.
- To make very clear in the Cabinet decision report why the school is increasing its age range and not continuing with the pilot provision in partnership with kirklees College.

6. Final conclusions and recommendations.

SOAG conclusions for decision makers: SOAG agreed that:

- The statutory process had enabled a full and detailed presentation of the proposals to interested parties and that views and comments had been presented for consideration at all stages of the process.
- The rationale for the proposal had been clearly articulated against the factors in the decision maker's guidance (see appendix 7).
- Issues raised in consultation had been presented for full consideration against the factors in decision maker's guidance.
- Cabinet are able to reach a decision regarding the proposal.

1 Statutory process check sheet: Ravenshall School

School	Statutory Proposals
Ravenshall School	Prescribed alteration to change the upper age range of Ravenshall School from 16 to 19

1. CONSULTATION		Y,N,N/A	NOTES/EVIDENCE
1.1 Has a formal consultation taken place?		Y	Consultation outcome report: 02/06/15
1.2 Consultation process	a. Has adequate time been allowed for the consultation process?	Y	Consultation outcome report: 02/06/15 (9th March and 3rd April 2015) 4 weeks term time consultation has been completed
	b. Does the consultation document provide sufficient information to those who are being consulted?	Y	Consultation outcome report : 02/06/15 Appendix A (consultation document)
	c. Does the consultation material make it clear how interested parties can make their views known?	Y	Consultation outcome report : 02/06/15 Appendix A (consultation document)
	d. Does the report that summarises the outcome of the consultation demonstrate how the views expressed during the consultation have been taken into account in reaching any subsequent decision as to the publication of proposals?	Y	Consultation outcome report: 02/06/15
1.3 Evidence that interested parties have been consulted. To Include	a. the governing body of any school which is the subject of proposals (if the LA are publishing proposals);	Y	Consultation outcome report: 02/06/15 Notes of meetings with Governing Body of Ravenshall School and consultation document distribution list
	b. the LA that maintains the schools (if the governing body is publishing the proposals);	N/A	
	c. families of pupils, teachers and other staff at the schools	Y	
	d. any LA likely to be affected by the proposals, in particular neighbouring authorities where there may be significant cross-border movement of pupils;	Y	
	e. the governing bodies, teachers and other staff of any other schools that may be affected;	Y	
	f. families of any pupils at any other school who may be affected by the proposals including where appropriate families of pupils at feeder primary schools;	Y	
	g. any trade unions who represent staff at the schools; and representatives of any trade union of any other staff at schools who may be affected by the proposals;	Y	
	h. (if proposals involve, or are likely to affect a school which has a particular religious character) the appropriate diocesan authorities or the relevant faith group in relation to the school;	N/A	
	i. the trustees of the schools (if any)	N/A	
	j. (if the proposals affect the provision of full-time 14-19 education) the Learning and Skills Council (LSC)/EFA/DfE	Y	
	k. MPs whose constituencies include the schools that are the subject of the proposals or whose constituents are likely to be affected by the proposals;	Y	
	l. any other interested party, for example, the Early Years Development and Child Care Partnership (or any local partnership that exists in place of an EYDCP) where proposals affect early years provision, or those who benefit from a contractual arrangement giving them the use of the premises; and	Y	
	m. such other persons as appear to the proposers to be appropriate.	Y	
1.4 Pupils	Have pupils been formally consulted?	N	Pupils are not required to be formally consulted on these proposals

2. PUBLICATION		Y,N,N/A	NOTES/EVIDENCE
2.1	a. Have formal proposals been published by the appropriate body (ie LA/GB etc)?	Y	The LA are able to publish a proposal for maintained community

			special schools. Proposal published (22 October 2015)
	b. Have proposals been published within 12 months of the consultation end	Y	Consultation period ended 3 rd April 2015 and proposal published 22 nd October 2015
2.2	a. Do the complete proposals contain all the specified information?	Y	See complete proposal
2.3 Statutory notice	a. Have statutory notices been prepared?	Y	See statutory notice
	b. Have the statutory notices been published in a local newspaper?	Y	Published in Huddersfield Examiner and Batley News on 22 October 2015 Dewsbury Reporter and Spenningsdale Guardian on 23 rd October 2015
	c. Have the statutory notices been posted at the main entrance of the schools (or all entrances if there are more than one)?	Y	Posted at the main entrance of Ravenshall School on 22 nd October 2015
	d. Has the statutory notice and full proposal been given to all children affected at the school.	Y	On the 22 nd October 2015 a copy of statutory proposal and notice as well as a letter explaining the proposal was provided to all parents and carers of children attending Ravenshall School
	e. Have the statutory notices been posted in other conspicuous areas in the area served by the school (eg local library, community centre, post office etc.)?	Y	Dewsbury Library and Information Centre Thornhill Lees Library Huddersfield Library
2.4 Related proposals	a. Are these proposals interdependent on any other proposals?	N	
	b. If so, are the related proposals included on the same Statutory Notice?	N/A	
	c. If so, is this clearly identified in the Statutory Notice?	N/A	
	d. If so, is it clear who is proposing what on the Statutory Notice?	N/A	
2.5 Implementation date	a. Are the implementation dates for the proposals specified on the Statutory Notices?	Y	Statutory notice – proposed Implementation date 1 st September 2016
	b. Is the time scale for implementation reasonable (proposals should be implemented within 3 years of their publication with the possible exception of Authority wide re-organisations.)?	Y	Proposals published 22 nd October 2015 for implementation from 1 st September 2016
2.6 Explanatory note	a. Is the full effect of the proposals clear to the general public?	Y	Statutory notice
	b. If not, has an explanatory note been included alongside the Statutory Notice?	Y	Statutory notice
2.7	Has the council's legal team advised on the validity of the Statutory Notices? * If a published notice has not been properly formulated in accordance with regulations, the notice may be judged invalid and therefore ineligible to be determined by the LA or the schools adjudicator. Should this be the case a revised notice must be published clearly stating that it is a replacement notice.*	Y	LA's legal team have reviewed the statutory notices prior to publication.
2.8 Have the proposers distributed the complete proposal and notice to all relevant	Within a week of publication		
	a. to the Governing Bodies (LA proposal)	Y	To governing bodies
	b. any person who requests a copy.	Y	No requests have been received.

parties?			
3. REPRESENTATION		Y,N,N/A	NOTES/EVIDENCE
3.1	Has a period been allowed for statutory representation?	Y	
3.2	Has the representation period been of appropriate length – 4 weeks	Y	In accordance with school organisation regulations a four week representation period has been held between 22 nd October 2015 and 18 th November 2015
3.3	Have any representations been received during this period?	N	No representations have been received.

4. DECISION – Decisions must be made within 2 months (by the LA, or this must be referred to the schools adjudicator).		Y,N, N/A	NOTES/EVIDENCE
4.1	Are these decisions to be made by the LA or the schools adjudicator?	LA	
4.2	Decisions must be made within 2 months (by the LA, or this must be referred to the schools adjudicator).	Y	Representation period ended 18 th November 2015 and decision-making cabinet is scheduled for 12 th January 2016 Recommendation made by SOAG and reported to cabinet for approval within a 2 month time frame.
4.3	Is there any information missing	N	
4.4	Do the published notices comply with statutory requirements? <i>Where a published notice does not comply with statutory requirements it may be judged invalid and the Decision Maker should consider whether they can decide the proposals.</i>	Y	
4.5	Has the statutory consultation been carried out (ie have all the criteria in the 'consultation' section been met? <i>If the requirements have not been met, the Decision Maker may judge the proposals to be invalid and should consider whether they can decide the proposals.</i>	Y	In accordance with School Organisation Regulations for prescribed alterations to community special schools a four week statutory consultation (representation period) has been completed.
4.6	Are the proposals 'related' to other proposals (if so, the related proposals must be considered at the same time)? <i>Proposals should be regarded as "related" if the notice makes a reference to a link to other proposals.</i>	N	
4.7	If there are related proposals are they compatible with each other?	N/A	
4.8	Are the proposals related to proposals published by the EFA (if so, the Decision Maker should defer taking a decision until the Secretary of State has taken a decision on the EFA proposals)?	N	

Appendix 7

Factors to be considered in decision making

The factors which are being considered are derived from guidance issued by the Department for Education. School Organisation Maintained Schools. Annex B: Guidance for Decision Makers January 2014, as these proposals have been published after this date.

Paragraph numbers highlighted in **dark grey** relate to factors that are relevant to all types of proposals and these are factors **10-29**. The relevant headings are highlighted in yellow for ease of identification.

Paragraph numbers **highlighted in light grey** relate to additional factors relevant to proposals which impact Post 16 provision (factors **33-37**) and changes to SEN (factors **39-40**). The relevant headings are highlighted in yellow for ease of identification.

Factors that are not highlighted are considered not to be relevant to these proposals. These have been identified as; "Not applicable to these proposals" and are highlighted in red, however for clarity these are fully listed.

CONSIDERATION OF CONSULTATION AND REPRESENTATION PERIOD 10

(10) The decision-maker will need to be satisfied that the appropriate consultation and/or representation period has been carried out and that the proposer has had regard to the responses received.

If the proposer has failed to meet the statutory requirements; a proposal may be deemed invalid and therefore should be rejected.

The decision-maker must consider all the views submitted, including all support for, objections to and comments on the proposal.

REPRESENTATIONS None

OFFICER COMMENT None

RATIONALE FOR THE PROPOSALS.

(10) School organisation decisions for Local Authority maintained schools have to follow a process set out by law. Kirklees Local Authority has had due regard to legislation and followed the statutory process in respect of this proposal. New School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 came into force on 28 January 2014. The new regulations removed the statutory requirement to carry out a 'pre-publication' consultation for significant changes to schools, including changes to the upper age range of a special school. However, the LA did carry out a four week term time non-statutory consultation to ensure the opportunity was available to all key stakeholders to understand and comment upon the proposal, prior to publication. On the 2nd June 2015 Kirklees Council's Cabinet (decision making authority) received the non-statutory consultation outcomes report. It was agreed by Cabinet to proceed with the next stage of the statutory process and for the publication of the statutory notice and statutory proposal.

The publication of the statutory notice, statutory proposal and representation period commenced on 22nd October 2015 and ended on 18th November 2015, therefore lasting for a period of four weeks and meeting the requirements of School Organisation Regulations.

EDUCATION STANDARDS AND DIVERSITY OF PROVISION 11/12

(11) Decision-makers should consider the quality and diversity of schools in the relevant area and whether the proposal will meet or affect the aspirations of parents; raise local standards and narrow attainment gaps.

(12) The decision-maker should also take into account the extent to which the proposal is consistent with the government's policy on academies as set out on the department's website.

REPRESENTATIONS None

OFFICER COMMENT None

RATIONALE FOR THE PROPOSALS

(11) The proposal to increase the upper age range of Ravenshall School from 16-19 years of age has been developed in order to make permanent the existing post year 11 pilot provision which provides a small number of places for a specific group of young people who with some additional support would benefit from a more personalised transition programme in a smaller more nurturing environment before progressing to other learning settings and also developing the skills they need for adulthood. The provision would enable some children and young people that access it to be able to develop the resilience and skills that they need at a pace that is appropriate for them which meets their needs for progression in to adulthood. It is considered for these key reasons that the proposal meets the aspirations of some parents, raises local standards and narrow attainment gaps.

(12) The proposal is to change the upper age range of a community special school. The proposal is not seeking to change the type of school e.g. from community to academy.

DEMAND 13/14/15

(13) In assessing the demand for new school places the decision-maker should consider the evidence presented for any projected increase in pupil population (such as planned housing developments) and any new provision opening in the area (including free schools).

(14) The decision-maker should take into account the quality and popularity of the schools in which spare capacity exists and evidence of parents' aspirations for a new school or for places in a school proposed for expansion. The existence of surplus capacity in neighbouring less popular schools should not in itself prevent the addition of new places.

(15) Reducing surplus places is not a priority (unless running at very high levels). For parental choice to work effectively there may be some surplus capacity in the system as a whole. Competition from additional schools and places in the system will lead to pressure on existing schools to improve standards.

REPRESENTATIONS None

OFFICER COMMENT None

RATIONALE FOR THE PROPOSALS

(13/14/15) An analysis of need of the Key Stage 4 cohorts in special schools from across the borough was carried out in 2010/11. This analysis showed that whilst the majority of children and young people are able to make a successful transition to a post-16 learning setting, there were a very small minority who did not have the social and emotional maturity to access provision that was available at the end of year 11, and who would benefit from a more personalised transition programme in a smaller more nurturing environment.

A pilot provision was developed in partnership with Kirklees College at Ravenshall School in 2011 to address this need. The main objective of the pilot was to help a small number of young people prepare for adulthood and learning in a post 16-setting. The pilot provides personalised support such as work based learning, access to leisure activities, independent living and work within the local community.

The pilot provision has achieved successful outcomes for those students who were eligible to stay at Ravenshall School beyond the age of 16. This statutory proposal to change the upper age range of the school has been developed in order that this provision can be made permanent so that eligible students can continue to benefit. It is important to understand that there would be a limited number of places available only to those students who met the eligibility criteria. It is expected that there would be a maximum of 16 places available across year 12 and year 13. Considerations such as projected increases in pupil populations, housing developments, the utilisation of surplus capacity or reducing surplus capacity is therefore not considered relevant to this proposal as the proposal is designed to meet a very specific need for a small cohort of children and young people with complex needs.

SCHOOL SIZE 16

(16) Decision makers should not make blanket assumptions that schools should be of a certain size to be good schools, although the viability and cost-effectiveness of a proposal is an important factor for consideration. The decision-maker should also consider the impact on the LA's budget of the need to provide additional funding to a small school to compensate for its size.

REPRESENTATIONS None

OFFICER COMMENT None

RATIONALE FOR THE PROPOSALS

(16) As the proposal is for a change of the upper age range of Ravenshall School from 16-19 years in order to make permanent the existing post year 11 pilot provision which provides a small number of places for a specific group of young people who with some additional support would benefit from a more personalised transition programme in a smaller more nurturing environment before progressing to other options in adulthood. It is expected that there would be a maximum of 16 places available across year 12 and year 13. Small school considerations are not considered relevant to this proposal. There are no capital implications arising from this proposal, for example no physical expansion of the school building would be required in order to implement this proposal. Place funding would be secured via the Education Funding Agency. The pilot provision has been in place for the past three years and has been successful and financially viable, therefore are no concerns over viability and cost-effectiveness.

PROPOSED ADMISSION ARRANGEMENTS (including post 16 provision) 17/18

(17) In assessing demand the decision-maker should consider all expected admission applications, not only those from the area of the LA in which the school is situated.

(18) Before approving a proposal that is likely to affect admissions to the school the decision-maker should confirm that the admission arrangements of the school are compliant with the School Admissions Code. Although the decision-maker cannot modify proposed admission arrangements, the decision-maker should inform the proposer where arrangements seem unsatisfactory and the admission authority should be given the opportunity to revise them.

REPRESENTATIONS None

OFFICER COMMENT None

RATIONALE FOR THE PROPOSALS

(17-18) Ravenshall School is community special school and admissions arrangements comply with SEN Code of Practice. As Ravenshall School is a maintained community special school, the Schools Admissions Code does not apply.

Specific eligibility criteria have been used successfully at the pilot provision and have included academic attainment and progress, and measures of vulnerability. It is expected that these criteria would remain similar should the proposal be approved for implementation and the existing pilot provision be made permanent.

It is important to understand that there would be a limited number of places available only to those students who met the eligibility criteria. It is expected that there would be a maximum of 16 places available across year 12 and year 13.

As the proposal is not to establish a general sixth form, the decisions about which students are able to remain, or are offered a place, at Ravenshall School beyond Year 11 would continue to be made by the SEN Assessment and Commissioning Team which is part of the Local Authority, but in partnership with the school and other relevant agencies.

NATIONAL CURRICULUM 19

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(19) All maintained schools must follow the National Curriculum unless they have secured an exemption for groups of pupils or the school community.

REPRESENTATIONS None

OFFICER COMMENT None

RATIONALE FOR THE PROPOSALS

Given the nature of the proposal, the proposal would have no impact on the national curriculum which is taught across all key stages in the school. The proposal aims to make permanent the existing post year 11 pilot provision which provides personalised support such as work based learning, access to leisure activities, independent living and work within the local community. The main objective of the provision is to help a small number of young people prepare for adulthood and learning in a post 16-setting.

EQUAL OPPORTUNITY ISSUES 20/21

(20) The decision-maker must have regard to the Public Sector Equality Duty (PSED) of LAs/governing bodies, which requires them to have 'due regard' to the need to:

- eliminate discrimination;
- advance equality of opportunity;
- and foster good relations.

(21) The decision-maker should consider whether there are any sex, race or disability discrimination issues that arise from the changes being proposed, for example that where there is a proposed change to single sex provision in an area, there is equal access to single sex provision for the other sex to meet parental demand. Similarly there should be a commitment to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area, while ensuring that such opportunities are open to all.

REPRESENTATIONS None

OFFICER COMMENT None

RATIONALE FOR THE PROPOSALS

(20) An equalities impact assessment (EIA) has been carried out. It is considered that there are no adverse impacts arising from the proposals under this duty. The EIA suggests that the proposals would have no adverse impact on vulnerable groups including children and young people with SEN.

The proposal is designed to make permanent a pilot provision that has been running since 2011 that meets the needs of a small group of vulnerable children and young people with special education needs that are not ready to make the transition to a post 16 setting.

(21) The proposal does not create any sex, race or disability discrimination issues that arise from the changes being proposed.

COMMUNITY COHESION 22

(22) Schools have a key part to play in providing opportunities for young people from different backgrounds to learn with, from and about each other; by encouraging, through their teaching, an understanding of, and respect for, other cultures, faiths and communities. When considering a proposal, the decision-maker must consider its impact on community cohesion. This will need to be considered on a case-by-case basis, taking account of the community served by the school and the views of different sections within the community.

REPRESENTATIONS: None

OFFICER COMMENT: None

RATIONALE FOR THE PROPOSALS

(22) It is considered that there is no adverse impact upon community cohesion as a result of this proposal. The proposed change in the upper age range of Ravenshall School is intended to have a positive impact on a small number of families as it will provide an increased amount of continuity for some children and young people to effectively support their development and progression into adulthood.

TRAVEL AND ACCESSIBILITY 23/24/25

(23) Decision-makers should satisfy themselves that accessibility planning has been properly taken into account and the proposed changes should not adversely impact on disadvantaged groups.

(24) The decision-maker should bear in mind that a proposal should not unreasonably extend journey times or increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes.

(25) A proposal should also be considered on the basis of how it will support and contribute to the LA's duty to promote the use of sustainable travel and transport to school.

REPRESENTATIONS: None

OFFICER COMMENT: None

RATIONALE FOR THE PROPOSALS

(23/24/25).The proposal would have no adverse impact on travel and accessibility for children attending the school. Should the proposal be approved for implementation, then it will be organised in the same way as the pilot provision has been running for three years with the provision being based at the school.

CAPITAL 26/27

(26)The decision-maker should be satisfied that any land, premises or capital required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement. A proposal cannot be approved conditionally upon funding being made available.

(27) Where proposers are relying on the department as the source of capital funding, there can be no assumption that the approval of a proposal will trigger the release of capital funds from the department, unless the department has previously confirmed in writing that such resources will be available; nor can any allocation 'in principle' be increased. In such circumstances the proposal should be rejected, or consideration deferred until it is clear that the capital necessary to implement the proposal will be provided.

REPRESENTATIONS None

OFFICER COMMENT None

RATIONALE FOR THE PROPOSALS

(26/27) There are no capital costs associated with changing the upper age range of Ravenshall School, there is an appropriate level of existing physical capacity within the school for the proposal to be implemented, if approved.

SCHOOL PREMISES AND PLAYING FIELDS 28/29

(28) Under the School Premises Regulations all schools are required to provide suitable outdoor space in order to enable physical education to be provided to pupils in accordance with the school curriculum;

Appendix 7

and for pupils to play outside safely.

(29) Setting out suggested areas for pitches and games courts are in place although the department has been clear that these are non-statutory.

REPRESENTATIONS None

OFFICER COMMENT None

RATIONALE FOR THE PROPOSALS

(28/29). There are no implications for school premises and playing fields arising from this proposal. The existing outdoor space will not be impacted in any way should this proposal be approved for implementation.

FACTORS RELEVANT TO CERTAIN TYPES OF PROPOSALS

EXPANSION 30. Not applicable to these proposals

(30) When deciding on a proposal for an expansion on an additional site (a 'satellite school'), decision-makers will need to consider whether the new provision is genuinely a change to an existing school or is in effect a new school (which would trigger the academy presumption in circumstances where there is a need for a new school in the area⁶). Decisions will need to be taken on a case-by-case basis, but decision-makers will need to consider the following non-exhaustive list of factors which are intended to expose the extent to which the new site is integrated with the existing site, and to ensure that it will serve the same community as the existing site:

- The reasons for the expansion
- What is the rationale for this approach and this particular site?
- Admission and curriculum arrangements
- How will the new site be used (e.g. which age groups/pupils will it serve)?
- What will the admission arrangements be?
- Will there be movement of pupils between sites?
- Governance and administration
- How will whole school activities be managed?
- Will staff be employed on contracts to work on both sites? How frequently will they do so?
- What governance, leadership and management arrangements will be put in place to oversee the new site (e.g. will the new site be governed by the same governing body and the same school leadership team)?
- Physical characteristics of the school
- How will facilities across the two sites be used (e.g. sharing of the facilities and resources available at the two sites, such as playing fields)?
- Is the new site in an area that is easily accessible to the community that the current school serves?

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals**EXPANSION OF EXISTING GRAMMAR SCHOOLS 31 Not applicable to these proposals**

(31) Legislation prohibits the establishment of new grammar schools⁷. Expansion of any existing grammar school onto a satellite site can only happen if it is a genuine continuance of the same school. Decision-makers must consider the factors listed in paragraph 30 on 'expansions' when deciding if an expansion is a legitimate enlargement of an existing school.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals**CHANGES TO BOARDING PROVISION 32 Not applicable to these proposals**

(32) In making a decision on a proposal to close a school that has boarding provision, or to remove boarding provision from a school that is not closing, the decision-maker should consider whether there is a state maintained boarding school within reasonable distance from the school. The decision-maker should consider whether there are satisfactory alternative boarding arrangements for those currently in the school and those who may need boarding places in the foreseeable future, including the children of service families.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals**ADDITION OF POST 16 PROVISION 33/34/35/36/37**

(33) In assessing a proposal to add post-16 provision, decision-makers should look for evidence that the proposal will improve, extend the range, and increase participation in high quality educational or training opportunities for post-16 pupils within the LA or local area.

(34) The decision-maker should also look for evidence on how new places will fit within the 16-19 organisation in an area and that schools have collaborated with other local providers in drawing up a proposal.

(35) The decision-maker may turn down a proposal to add post-16 provision if there is compelling and objective evidence that the expansion would undermine the viability, given the lagged funding arrangements, of an existing high quality post-16 provider.

(36) Decision-makers should consider the viability of a proposal bearing in mind the formulaic approach to funding; that the school will have to bear any potential diseconomies of scale; and the impact of future demographic trends.

(37) A proposal should take account of the timeline for agreeing 16-19 funding which will be available in the most recent guidance on the department's website. Decision-makers should note that post-16 funding runs on an August – July academic year cycle

REPRESENTATIONS None

OFFICER COMMENT None**RATIONALE FOR THE PROPOSALS**

(33) The proposal is not to establish a general post 16 provision, but to add a small number of post year 11 places by changing the upper age range of Ravenshall School from 16-19 years of age. This would enable the learning and development needs of a small number of vulnerable young people to be met as they are considered not (in accordance with published eligibility criteria) yet ready to make the transition to a college or another setting at 16 years of age. The proposal aims to provide further development to meet the individual needs of the young people that would access the provision and develop at a pace that is appropriate for them and this will increase the effective participation in high quality education and or training opportunities in other settings in the long term.

(34) Discussions have been held with other post 16 providers in the local area in the development of this proposal. The proposal aims to meet the learning and development needs of a very small group of young people in order that they can progress into other learning settings and adulthood effectively. The school would continue to work with post 16 providers to ensure that young people accessing the provision were ready to progress to college or another setting at a pace that is appropriate for them. Copies of the consultation material published for this proposal has also been distributed to post 16 providers across the borough.

(35) The proposal does not undermine any existing post 16 provision in the local area, as the post year 11 provision would only be offered to a very small number of young people whose needs are best met by accessing a post year 11 place at Ravenshall School, so that they can progress effectively in to another post 16 setting at a time that is appropriate for them. Specific eligibility criteria have been used successfully at the pilot provision and have included academic attainment and progress, and measures of vulnerability. It is expected that these criteria would remain similar should the proposal be approved for implementation and the existing pilot provision be made permanent.

(36) The Education Funding Agency provides funding for each place and the LA would 'top-up' funding if necessary per pupil basis which relates to standard support needs and the school setting. The existing pilot provision has been running successfully for three years and is financially viable.

(37) The proposals take full account of the funding cycle for post 16 provisions. It is expected that funding would be available in August 2016, prior to the commencement the new academic year in September 2016.

CHANGES OF CATEGORY TO VOLUNTARY AIDED 38 Not applicable to these proposals

(38) For a proposal to change the category of a school to voluntary-aided, the decision-maker must be satisfied that the governing body and/or the Foundation are able and willing to meet their financial responsibilities for building work. The decision-maker may wish to consider whether the governing body has access to sufficient funds to enable it to meet 10% of its capital expenditure for at least five years from the date of implementation, taking into account anticipated building projects.

REPRESENTATIONS Not applicable**OFFICER COMMENT Not applicable****RATIONALE FOR THE PROPOSALS Not applicable to these proposals****CHANGES TO SPECIAL EDUCATIONAL NEEDS PROVISION THE SEN IMPROVEMENT TEST 39/40**

(39) In planning and commissioning SEN provision or considering a proposal for change, LAs should aim for a flexible range of provision and support that can respond to the needs of individual

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pupils and parental preferences. This is favourable to establishing broad categories of provision according to special educational need or disability. Decision-makers should ensure that proposals:

- take account of parental preferences for particular styles of provision or education settings;
- take account of any relevant local offer for children and young people with SEN and disabilities and the views expressed on it;
- offer a range of provision to respond to the needs of individual children and young people, taking account of collaborative arrangements (including between special and mainstream), extended school and Children's Centre provision; regional centres (of expertise) and regional and sub-regional provision; out of LA day and residential special provision;
- take full account of educational considerations, in particular the need to ensure a broad and balanced curriculum, within a learning environment where children can be healthy and stay safe;
- support the LA's strategy for making schools and settings more accessible to disabled children and young people and their scheme for promoting equality of opportunity for disabled people;
- provide access to appropriately trained staff and access to specialist support and advice, so that individual pupils can have the fullest possible opportunities to make progress in their learning and participate in their school and community;
- ensure appropriate provision for 14-19 year-olds; and
- ensure that appropriate full-time education will be available to all displaced pupils. Their statements of special educational needs must be amended and all parental rights must be ensured. Other interested partners, such as the Health Authority should be involved. Pupils should not be placed long-term or permanently in a Pupil Referral Unit (PRU) if a special school place is what they need.

(40). When considering any reorganisation of provision that the LA considers to be reserved for pupils with special educational needs, including that which might lead to children being displaced, proposers will need to demonstrate how the proposed alternative arrangements are likely to lead to improvements in the standard, quality and/or range of educational provision for those children. Decision-makers should make clear how they are satisfied that this SEN improvement test has been met, including how they have taken account of parental or independent representations which question the proposer's assessment.

REPRESENTATIONS None

OFFICER COMMENT None

RATIONALE FOR THE PROPOSALS

(39) A non-statutory consultation took place between 9th March and 3rd April 2015. From those responses received, the majority of respondents supported the proposals to change the upper age-range of Ravenshall School from 16-19 years. As the proposal is not to establish a general sixth form, the decisions about which students are able to remain, or are offered a place, at Ravenshall School beyond Year 11 would continue to be made by the SEN Assessment and Commissioning Team which is part of the Local Authority, but in partnership with Ravenshall School and other relevant agencies.

The proposal has been designed to enable the existing pilot provision that was established in 2011 in partnership with Kirklees College, for a small number of young people to be made permanent. This would require a school re-organisation proposal to change the upper age range of the school from 16 to 19 years. The focus has been on helping a small number of young people prepare for adulthood. This has included personalised support such as worked based learning, access to leisure activities, independent living and work within the local community.

This proposal is intended to ensure that the overall pattern of special school provision in Kirklees gives a flexible range of provision and support that can respond to the needs of individual pupils and parental preferences.

The proposal for Ravenshall School supports the LA's strategy for making schools and settings more accessible to disabled children and young people and their scheme for promoting equality of opportunity for disabled people by the schools central location in North Kirklees.

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The proposed change to the upper age range of Ravenshall School from 16 to 19 years, would enable an increased level of continuity for a small number of vulnerable young people, particularly in terms of staffing. Staff would have the right knowledge, skills and aptitudes to ensure these young people progress effectively.

The proposal includes post Year 11 places to enable the existing pilot provision that was established in 2011 in partnership with Kirklees College, for a small number of particularly vulnerable young people to be made permanent, this is designed to increase flexibility of provision to better meet the needs of some vulnerable young people and increase parental choice.

(40) The proposals do not displace any children or young people presently attending the school.

ADDITIONAL FACTORS RELEVANT TO PROPOSALS FOR NEW MAINTAINED SCHOOLS

SUITABILITY⁴¹ Not applicable to these proposals

(41) When considering a proposal for a new maintained school, the decision-maker should consider each proposal on its merits, and take into account all matters relevant to the proposal. Any proposals put forward by organisations which advocate violence or other illegal activity must be rejected. In order to be approved, a proposal should demonstrate that they would support UK democratic values including respect for the basis on which UK laws are made and applied; respect for democracy; support for individual liberties within the law; and mutual tolerance and respect.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

COMPETITION (under section 7 EIA 2006) 42/43/44/45 Not applicable to these proposals

(42). Where a LA considers that there is a need for a new school in its area it must first seek proposals to establish an academy/free school under section 6A of EIA 2006 (though proposals may also be made under section 10 and 11 of the EIA 2006). In such cases the Secretary of State is the decision-maker. However, in exceptional circumstances where no academy/free school proposals are received (or are received but are deemed unsuitable) a statutory competition under section 7 of the EIA 2006 may be held. Where there is demand for faith places the LA may seek to establish a new faith VA school (see paragraphs 47-51).

(43). Where two or more proposals are complementary, and together meet the requirements for the new school, the decision-maker may approve all the proposals.

(44). The specification for the new school is only the minimum requirement; a proposal may go beyond this. Where a proposal is not in line with the specification, the decision-maker must consider the potential impact of the difference to the specification.

(45). Where additional provision is proposed (e.g. early years or a sixth-form) the decision-maker should first judge the merits of the main proposal against the others. If the proposal is judged to be superior, the decision-maker should consider the additional elements and whether they should be approved. If the decision-maker considers they cannot be approved, they may consider a modification to the proposal, but will need to first consult the proposers and - if the proposal includes provision for 14-19 year olds - the Education Funding Agency (EFA).

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

CAPITAL IN COMPETITIONS (46) Not applicable to these proposals

(46) For competitions the LA will be expected to provide premises and meet the capital costs of implementing the winning proposal, and must include a statement to this effect in the notice inviting proposals. Where the estimated premises requirements and/or capital costs of a proposal submitted in response to a competition exceed the initial cost estimate made by the LA, the decision-maker should consider the reasons for the additional requirements and/or costs, as set out in the proposal and whether there is agreement to their provision.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

NEW VOLUNTARY-AIDED SCHOOLS (under section 11 of EIA 2006) 47/48/49/50/51 Not applicable to these proposals

(47). Section 11 of the EIA 2006 permits a new VA school to be proposed without the requirement for the Secretary of State's approval. Such a school must be proposed following the required statutory process and may be for a school with or without a designated religious character.

(48). Many VA schools are schools with a religious character. The department recognises the important contribution that faith schools make to the education system and that 'faith need' (demand for faith places on choice grounds) may be viewed as separate from 'basic need' (demand for new school places).

(49). When assessing basic need, LAs need to look at the general demand for places and if a new school is needed to address basic need, must go down the academy presumption route. Where there is a demand for faith places, the law allows for LAs to seek to establish a new academy with religious designation, or for other proposers to establish new VA schools outside the presumption process.

(50). The approval of a new school to meet local demand for faith places may also meet the demand (or some of the demand) for basic need.

(51). Legislation allows maintained schools to seek to convert to academy status.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

INDEPENDENT FAITH SCHOOLS JOINING THE MAINTAINED SECTOR 52 Not applicable to these proposals

(52) Legislation allows an independent faith school to move into the maintained sector. However, decision-makers must ensure that the decision to proceed with such a proposal is clearly based on value for money and that the school is able to meet the high standards expected of state-funded educational provision. The department would expect the decision-maker to consider the following points:

- that there is genuine demand/need for this type of school place in the local community;
- that the current and projected financial health of the proposer is strong;

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- that the proposal represents long term value for money for the taxpayer;
- that the school will be able to deliver the whole of the national curriculum to the expected high standard
- that all aspects of due diligence have been considered and undertaken; and that the school building is appropriate for the delivery of a high standard of education and in good condition throughout, or can easily be improved to meet such standards.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

REPLACEMENT GRAMMAR SCHOOLS 53 Not applicable to these proposals

(53) A new school can only be designated as a grammar school by the Secretary of State where it is being established in place of one or more closing grammar schools⁸. Decision-makers should therefore satisfy themselves that if a new school is proposed as a grammar school it is eligible for designation. Where an existing grammar school is expanding the proposer and decision maker must consider the points listed in paragraph 30.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

ADDITIONAL FACTORS RELEVANT TO CLOSURE PROPOSALS

CLOSURE PROPOSALS (under s15 EIA 2006) 54 Not applicable to these proposals

(54) The decision-maker should be satisfied that there is sufficient capacity to accommodate displaced pupils in the area, taking into account the overall quality of provision, the likely supply and future demand for places. The decision-maker should consider the popularity with parents of the schools in which spare capacity exists and evidence of parents' aspirations for those schools.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

SCHOOLS TO BE REPLACED BY PROVISION IN A MORE SUCCESSFUL/POPULAR SCHOOL 55 Not applicable to these proposals

(55) Such proposals should normally be approved, subject to evidence provided.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

SCHOOLS CAUSING CONCERN 56 **Not applicable to these proposals**

(56) For all closure proposals involving schools causing concern, copies of the Ofsted monitoring letters for the relevant schools should be made available. Decision-makers should have regard to the length of time the school has been in special measures, requiring improvement or otherwise causing concern. The decision-maker should also have regard to the progress the school has made, the prognosis for improvement, and the availability of places at other existing or proposed schools within a reasonable travelling distance. There is a presumption that these proposals should be approved, subject to checking that there are sufficient accessible places of an acceptable standard available to accommodate displaced pupils and to meet foreseeable future demand for places in the area.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS. **Not applicable to these proposals**

RURAL SCHOOLS 57/58/59 **Not applicable to these proposals**

(57). There is a presumption against the closure of rural schools. This does not mean that a rural school will never close, but the case for closure should be strong and the proposal clearly in the best interests of educational provision in the area. Those proposing closure should provide evidence to show that they have carefully considered the following:

- alternatives to closure including the potential for federation with another local school or conversion to academy status and joining a multi-academy trust or umbrella trust to increase the school's viability;
- Not applicable where a rural infant and junior school on the same site are closing to establish a new primary school on the same site(s).
- the scope for an extended school to provide local community services; and facilities e.g. child care facilities, family and adult learning, healthcare, community internet access etc.;
- the transport implications; and
- the overall and long term impact on local people and the community of closure of the village school and of the loss of the building as a community facility.

(58). When deciding a proposal for the closure of a rural primary school the decision-maker must refer to the Designation of Rural Primary Schools Order to confirm that the school is a rural school.

(59). For secondary schools, the decision-maker must decide whether a school is to be regarded as rural for the purpose of considering a proposal. In doing so the decision-maker should have regard to the department's register of schools – EduBase which includes a rural/urban indicator for each school in England. Where a school is not recorded as rural on Edubase, the decision-maker can consider evidence provided by interested parties, that a particular school should be regarded as rural.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS **Not applicable to these proposals**

EARLY YEARS PROVISION 60/61 **Not applicable to these proposals**

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(60). In considering a proposal to close a school which currently includes early years provision, the decision-maker should consider whether the alternative provision will integrate pre-school education with childcare services and/or with other services for young children and their families; and should have particular regard to the views of the Early Years Development and Childcare Partnership.

(61). The decision-maker should also consider whether the new, alternative/extended early years provision will maintain or enhance the standard of educational provision for early years and flexibility of access for parents. Alternative provision could be with providers in the private, voluntary or independent sector.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

NURSERY SCHOOL CLOSURES 62 Not applicable to these proposals

(62). There is a presumption against the closure of nursery schools. This does not mean that a nursery school will never close, but the case for closure should be strong and the proposal should demonstrate that:

- plans to develop alternative provision clearly demonstrate that it will be at least as equal in terms of the quantity as the provision provided by the nursery school with no loss of expertise and specialism; and
- replacement provision is more accessible and more convenient for local parents.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

BALANCE OF DENOMINATIONAL PROVISION 63/64 Not applicable to these proposals

(63). In deciding a proposal to close a school with religious character, decision-makers should consider the effect that this will have on the balance of denominational provision in the area.

(64). The decision-maker should not normally approve the closure of a school with a religious character where the proposal would result in a reduction in the proportion of relevant denominational places in the area. However, this guidance does not apply in cases where the school concerned is severely under-subscribed, standards have been consistently low or where an infant and junior school (at least one of which has a religious character) are to be replaced by a new all-through primary school with the same religious character on the site of one or both of the predecessor schools.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

COMMUNITY SERVICES 65 Not applicable to these proposals

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(65) Some schools may be a focal point for family and community activity, providing extended services for a range of users, and its closure may have wider social consequences. In considering proposals for the closure of such schools, the effect on families and the community should be considered. Where the school is providing access to extended services, provision should be made for the pupils and their families to access similar services through their new schools or other means.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

ADDITIONAL FACTORS RELEVANT TO PROPOSALS TO CHANGE CATEGORY TO FOUNDATION, ACQUIRE/REMOVE A TRUST AND ACQUIRE/REMOVE A FOUNDATION MAJORITY GOVERNING BODY

STANDARDS 66/67/68 Not applicable to these proposals

(66) Decision Makers should consider the impact of changing category to foundation and acquiring or removing a Trust on educational standards at the school. Factors to consider include:

- the impact of the proposals on the quality, range and diversity of educational provision in the school;
- the impact of the proposals on the curriculum offered by the school, including, if appropriate, the development of the school's specialism;
- the experience and track record of the Trust members, including any educational experience and expertise of the proposed trustees;
- how the Trust might raise/has raised pupils' aspirations and contributes to the ethos and culture of the school;
- whether and how the proposals advance/have advanced national and local transformation strategies;
- the particular expertise and background of Trust members. For example, a school seeking to better prepare its pupils for higher education might have a higher education institution as a partner.

(67) In assessing standards at the school, the decision-maker should take account of recent reports from Ofsted or other inspectorates and a range of performance data. Recent trends in applications for places at the school (as a measure of popularity) and the local reputation of the school may also be relevant context for a decision.

(68) The government wants to see more schools benefit from the freedom to control their own assets, employ their own staff and set their own admissions criteria. However, if a proposal is not considered strong enough to significantly improve standards at a school that requires it, the decision maker should consider rejecting the proposal

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

COMMUNITY COHESION 69 Not applicable to these proposals

(69) Trusts have a duty to promote community cohesion. In addition to the factors outlined in paragraph

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22, the decision-maker should also carefully consider the Trust's plans for partnership working with other schools, agencies or voluntary bodies.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

GENERAL POINTS ON ACQUIRING A TRUST 70 Not applicable to these proposals

(70). For new Trust schools (foundation schools with a charitable foundation) the decision-maker must be satisfied that the following criteria are met for the proposal to be approved:

- the proposal is not seeking to alter the religious character of a school or for a school to acquire or lose a religious character. These alterations cannot be made simply by acquiring a Trust;
- the necessary work is underway to establish the Trust as a charity and as a corporate body; and
- that none of the trustees are disqualified from exercising the function of trustee, either by virtue of:
 - disqualifications under company or charity law;
 - disqualifications from working with children or young people;
 - not having obtained a criminal record check certificate¹⁴; or
 - the Requirements Regulations which disqualify certain persons from acting as charity trustees.

REPRESENTATIONS Not applicable

OFFICER COMMENT Not applicable

RATIONALE FOR THE PROPOSALS Not applicable to these proposals

OTHER POINTS ON TRUST PROPOSALS 71 Not applicable to these proposals

(71). Additionally, there are a number of other factors which should be considered when adding or removing a Trust:

- whether the Trust acts as the Trust for any other schools and/or any of the members are already part of an existing Trust;
- if the proposed Trust partners already have a relationship with the school or other schools, how those schools perform (although the absence of a track record should not in itself be grounds for regarding proposals less favourably);

how the partners propose to identify and appoint governors. What, if any, support would the Trust/foundation give to governors?
- to what extent the proposed Trust partners have knowledge of the local community and the specific needs of the school/area and to what extent the proposal addresses these; and
- the particular expertise and background of Trust members.

REPRESENTATIONS Not applicable
OFFICER COMMENT Not applicable
RATIONALE FOR THE PROPOSALS Not applicable to these proposals

GENERAL POINT ON REMOVING A TRUST 72 Not applicable to these proposals
(72) If a proposal is for the removal of a Trust, the governing body should consider the proposal in the context of the original proposal to acquire the Trust, and consider whether the Trust has fulfilled its expectations. Where new information has come to light regarding the suitability of Trust partners, this should be considered.
REPRESENTATIONS Not applicable
OFFICER COMMENT Not applicable
RATIONALE FOR THE PROPOSALS Not applicable to these proposals

SUITABILITY OF PARTNERS 73/74 Not applicable to these proposals
(73) Decision-makers will need to be satisfied of the suitability of Trust partners and members. They should use their own discretion and judgement in determining on a case-by-case basis what circumstances might prevent the reputation of a Trust partner being in keeping with the charitable objectives of a Trust, or could bring the school into disrepute. However, the decision-maker should seek to come to a balanced judgement, considering the suitability and reputation of the current/potential Trust. Decision-makers should seek to assure themselves that: <ul style="list-style-type: none"> the Trust members and proposed trustees (where the trustees are specified in the proposals) are not involved in illegal activities and/or activities which could bring the school into disrepute; the Trust partners are not involved in activities that may be considered inappropriate for children and young people (e.g. tobacco, gambling, adult entertainment, alcohol).
(74)The following sources may provide information on the history of potential Trust partners (N/A)
REPRESENTATIONS Not applicable
OFFICER COMMENT Not applicable
RATIONALE FOR THE PROPOSALS Not applicable to these proposals

LAND AND ASSETS, WHEN REMOVING A TRUST/FOUNDATION MAJORITY 75/76 Not applicable to these proposals
75. When removing a Trust, the governing body is required to resolve all issues relating to land and assets before the publication of proposals, including any consideration or compensation that may be due to any of the parties. Where the parties cannot agree, the issues may be referred to the Schools Adjudicator to determine.
76. The Schools Adjudicator will take account of a governing body's ability to pay when determining any compensation. Therefore, all of these issues must be resolved by the point at which the decision is made and the amount of compensation due to either party may be a factor in deciding proposals to remove a Trust.

REPRESENTATIONS Not applicable
OFFICER COMMENT Not applicable
RATIONALE FOR THE PROPOSALS Not applicable to these proposals

FINANCE - WHEN REMOVING A TRUST/FOUNDATION MAJORITY 77 Not applicable to these proposals
77. Trusts are under no obligation to provide financial assistance to a school, but there may be instances where the Trust does provide investment. The well-being and educational opportunities of pupils at the school should be paramount, and no governing body should feel financial obligations prevent the removal of a Trust where this is in the best interests of pupils and parents.
REPRESENTATIONS Not applicable
OFFICER COMMENT Not applicable
RATIONALE FOR THE PROPOSALS Not applicable to these proposals

OTHER SERVICES PROVIDED BY THE TRUST WHEN REMOVING A TRUST/FOUNDATION MAJORITY 78 Not applicable to these proposals
78. Trusts may offer a variety of services to the school, such as careers advice, work experience placements, strategic partnerships with other schools, and access to higher education resources and so on. The damage to relationships and/or loss of any of these advantages should be weighed up against the improvements envisaged by a change in governance or the removal of the Trust
REPRESENTATIONS Not applicable
OFFICER COMMENT Not applicable
RATIONALE FOR THE PROPOSALS Not applicable to these proposals

EQUALITY IMPACT ASSESSMENT STAGE 3 – CUSTOMER FOCUS ASSESSMENT

Before you start make you may want to refer to the [background thinking](#) and the [stage 3 guidance](#) document for help with this section.

BACKGROUND INFORMATION

(set the context of what you want to do and why. Provide evidence of appropriate research and evidence to support your rationale)

An analysis of need of the Key Stage 4 cohorts in special schools from across the borough was carried out in 2010/11. This analysis showed that whilst the majority of children and young people are able to make a successful transition to a post-16 learning setting, there were a very small minority who did not have the social and emotional maturity to access provision that was available at the end of year 11, and who would benefit from a more personalised transition programme in a smaller more nurturing environment.

A pilot provision was developed in partnership with Kirklees College at Ravenshall School in 2011 to address this need. The main objective of the pilot was to help a small number of children and young people. The pilot provides personalised support such as work based learning, access to leisure activities, independent living and work within the local community.

The pilot provision has achieved successful outcomes for those students who were eligible to stay at Ravenshall School beyond the age of 16. This statutory proposal to change the upper age range of the school has been developed in order that this provision can be made permanent so that eligible students can continue to benefit. It is important to understand that there would be a limited number of places available only to those students who met the eligibility criteria. It is expected that there would be a maximum of 16 places available across year 12 and year 13.

WHO IS LIKELY TO BE AFFECTED BY THE PROPOSAL AND HOW (think about barriers, access, effects, outcomes etc)			
Equality Group (protected characteristic)	Direct or Secondary Impact (state)	Positive, negative or neutral effect (state)	Please explain Address each group individually.
Age.	Direct	Positive	As explained in the background section of this EIA, the proposal aims to ensure that those children and young people that are not yet ready to make the transition to another post 16 learning setting continue to have their needs met in a smaller more nurturing environment and develop at a pace that is appropriate for them.
Disability	Direct	Positive	The objective of the proposal is to ensure that some children and young people with special educational needs and their families have access to post year 11 provision at Ravenshall School in order to meet their specific development needs. This will support them in developing the skills that they need to progress effectively in to adulthood and learning in a post 16 setting.
Marriage & civil partnership	secondary	neutral	No issues
Pregnancy & maternity	secondary	neutral	No issues
Race	secondary	neutral	No issues

Religion and belief	secondary	neutral	No issues
Sex	secondary	neutral	No issues
Sexual Orientation	secondary	neutral	No issues
Other groups (e.g. carers (socioeconomic, travellers etc)	direct	positive	No issues
Geographical Impact and/or community cohesion.	direct	neutral	No issues

CONSULTATION, ENGAGEMENT & PARTNERSHIP

How do you plan to consult? With who? Why?

All stakeholders. Children and young people and their parents and families, staff at all affected schools, governors at affected schools and the local communities have been consulted on this proposal between March-April 2015.

What were the results of the *general* consultation?

The LA carried out a four week term time non-statutory consultation to ensure the maximum opportunity was available to all key stakeholders to understand and comment upon the proposals, prior to publication. On the 2nd June 2015 Kirklees Council's Cabinet (decision making authority) received the non-statutory consultation outcomes report and it was agreed to proceed with the next stage of the statutory process and the publication of the statutory notice and proposal. The results of the consultation were generally positive with the majority of respondents supporting the proposal and viewing the proposal as a positive opportunity to continue to support children and young people in a secure environment where they feel safe and have a very good relationship with staff at the school which would continue until the age of 19. One of the key reasons identified was that respondents felt that some children and young

people would struggle to adapt to a larger new environment. However in the consultation report the LA did re-confirm (as the consultation document also made clear), the proposal is not to establish a general sixth form provision that would be available to all year 11 students on roll at Ravenshall School. At the commencement of the representation period, the LA has also written a letter to each parent and carer with a child or young person attending Ravenshall School to explain this further. No representations or comments from parents and carers were received. Should the proposal be approved for implementation then the officers from the LA would work with the school where appropriate to ensure parents and carers who may have not understood the proposal are fully supported in understanding the scope of the provision and eligibility criteria.

What were the results of specific consultation?

Set out below are the key themes that have emerged during the non-statutory consultation.

- 1. Increased continuity for children with special educational needs.** A large number of respondents who strongly supported or supported the proposal view the proposal as a positive opportunity to continue to support children and young people in a secure environment.
- 2. Successful transition to adulthood.** A large number of respondents highlighted that the proposal would help some children and young people who have not yet developed an appropriate level of social and emotional maturity to engage in post 16 learning at another setting.
- 3. The quality of education provided at Ravenshall School.** Many respondents who strongly supported or supported the proposal highlighted the quality of education provision at the school, giving them high levels of confidence in the schools ability to continue to support their children and young people, beyond the age of 16.
- 4. Transport.** A relatively small level of clarification was sought respondents regarding whether transport would be provided for children attending the proposed provision.
- 5. Impact on other schools.** A relatively small level of concern was raised from respondents about the impact the proposal could have at another special school.
- 6. Eligibility criteria.** A lack of clarity emerged over eligibility for the provision. Many respondents identified the positive opportunities the proposal would provide, however was it unclear as to whether or not the majority of respondents (particularly parents and carers) clearly understood that the proposal does not provide a post 16 provision that all year 11 students could access. However, as explained in this EIA the LA is fully committed to working with the school and parents and carers in order to further develop their understanding the scope of the provision and eligibility criteria if and where needed.

7. Lack of post 16 provision in the area. Respondent who supported the proposal identified a lack of suitable post 16 provisions available in Dewsbury

Where is the evidence of consultation that you have undertaken?

A non-statutory consultation was carried out between March-April 2015. The evidence was published in a public report that was published on the Council's website on the 25th May 2015. Key stakeholders were notified on the day of publication and sent a link to the report. This report was heard by Kirklees Council Cabinet on the 2nd June 2015. This report is available at:

<http://democracy.kirklees.gov.uk/documents/s3210/2015-06-02%20Ravenshall%20School-change%20of%20age%20range-%20consultation%20outcomes%20report.pdf>

This was followed by a formal statutory consultation (representation) period between October – November 2015. This provided another opportunity for key stakeholders (including parents and carers) to have an opportunity to comment on the proposals prior to any decision being taken on implementation.

WHAT NEXT ?

What has happened as a result of the consultation?

The Local Authority has published statutory proposals and the proposals are to be decided by Kirklees Council Cabinet on the 12th January 2016

What action will you now be taking? Detail any mitigation actions where necessary?

Should the proposal be approved for implementation then officers from the Local Authority would continue to work with the school and other partners to manage work required to ensure a successful implementation.

How will any outcomes be monitored, reviewed, evaluated and promoted where necessary?
Via the Schools Strategic Co-ordinating Board and other management level meetings for schools that occur across the Council.
Any Additional Information
N/A



This is the end of the Equality Impact Process. By now you should have been able to clearly demonstrate and evidence your thinking and decision(s). An update sheet has been provided should you wish to add any information at a later stage. **IT SHOULD NOW BE PUBLISHED.**

- Save this document for your own records
- Complete and save a front sheet
- Use the EIA checklist to make sure you have done everything that is required.
- Send this, a front sheet, stage 2 document and your screening tool if you have completed one to equalityanddiversity@kirklees.gov.uk
-

UPDATE

Enter text here

EQUALITY IMPACT ASSESMENT STAGE 2 – ENSURING LEGAL COMPLIANCE

In what way does your current service delivery help to:	How might your proposal affect your capacity to:	How will you mitigate any adverse effects? <small>(You will need to review how effective these measures have been)</small>
End Unlawful Discrimination?	End Unlawful Discrimination?	End Unlawful Discrimination?
It continues to ensure that some children and young people with special educational needs and disabilities, and their families have access to post year 11 provision to meet their specific education and developmental needs.	It would provide a greater breadth of provision and therefore choice for some children and young people with SEN and their families. It would enable some children and young people who met the eligibility criteria to develop at a pace that is appropriate for them and meets their needs, effectively preparing them for adulthood and learning in another setting.	It is not expected that there will be any negative effects as the pilot provision that is proposed to be made permanent in this proposal has been running for three years and as such effective systems and structures for its management already exist. However, where necessary careful planning with children and young people and their families will be implemented so that transition is smooth and timely. Personalised plans would continue to be put into place to help manage specific issues for those children and young people who access the provision.
Promote Equality of Opportunity?	Promote Equality of Opportunity?	Promote Equality of Opportunity?
It ensures that children and young people with SEN and their families have access to post year 11 provision that can meet their needs.	It will provide additional capacity for some children and young people with complex needs and their families. Some children (up to 16) who meet the eligibility criteria would be able to access this provision in order to	The effects are generally positive. Transition of children and young people will be minimal as the pilot provision has been running for three years and so a well-established

	meet their educational and developmental needs.	management system is in place.
Foster Good Relations Between People	Foster Good Relations Between People	Foster Good Relations Between People
It ensures that children and young people with complex needs are continued to be taught in an environment post year 11 with some specialist staff who can provide personalised support such as work based learning, access to leisure activities, independent living and work within the local community, this will help these children and young people prepare for adulthood and further learning in an alternative post 16 setting.	It will provide an appropriate setting for some children and young people with SEN to continue their development in familiar surroundings at an appropriate pace for them.	By continuing to work collaboratively with the school and other key stakeholders to ensure a smooth and successful implementation.

Think about what you are planning to change; and what impact that will have upon ‘your’ compliance with the Public Sector Equality Duty (refer to [guidance sheet](#) complete with examples where necessary)

ONLY IF You are confident that there is little if any negative affect on your public sector equality duty and/or you have all the necessary evidence to support your proposal.

- Save this sheet for your own records
- Complete and save a front sheet
- Send this, a front sheet and your screening tool if you have completed one to equalityanddiversity@kirklees.gov.uk

- IF the proposal is likely to be high or medium/high impact on equality groups,

AND

- You do not have any supporting evidence needed for your proposal (such as consultation)
- Your proposal is likely to have a negative affect on your ability to comply with the Public Sector Equality Duty. Proceed to stage 3 Customer focus assessment.



EQUALITY SCREENING TOOL

This screening tool has been developed to assist you to make an initial assessment on the priority you may give to a proposal about, or review of a service, function, or policy in your area. It acts to indicate the likely impact this proposal could have on groups of people. Multiple proposals, or alternate options, can be run individually through this tool. It should be completed by someone who has knowledge of both the issue and the employees who will be carrying out the work. **[If you feel that there is likely to be a high impact then you can go straight to Stage 2 Document (Ensuring Legal Compliance)]**
LEVEL OF IMPACT is an indication of the likely impact your proposal could have upon communities &/or employees.
GREEN = low; YELLOW = medium rising to - AMBER = high medium; RED = High;
RISK This is an indication of the chance of not being able to mount a successful defence if challenged.
GREEN =low; YELLOW = medium; AMBER = high medium; RED = High;
NB There is always a risk of challenge. A lack of evidence leads to a high score.

Directorate:
Children and Young People
Lead Officer:
Mandy Cameron
Officers responsible for Assessment:
Rajesh Singh

Service:
Learning and Skills
Service Area:
School Organisation and Planning
Date of Review:
17th November 2015

Impact Scores (max = 100)
 30 and below - your proposal is likely to have little if any impact.
 31 - 40 An EIA could be considered
 41 - 54 your proposal is likely to have a wide impact. An EIA is advised
 55 and above An EIA is STRONGLY advised

RISK (see above)
 Irrespective of the impact score: **IF risk background is GREEN less than 30%** then there is **likely to be sufficient evidence** demonstrate that **DUE REGARD** has been taken.

LEVEL OF IMPACT	RISK (%)
14	-7

QUESTION No.	WHAT IS YOUR PROPOSAL?	type y or n	Comments (please explain your answer)
1	To withdraw a service, activity or presence	N	No, the proposal is to change the upper age range of Ravenhall School from 16 to 19 years.
2	To reduce a service, activity or presence	N	No. The proposal is designed to make permanent a pilot provision that has been running since 2011 that meets the needs of a small group of vulnerable children and young people with special education needs in order to continue to help them prepare for adulthood and learning in a post 16 setting.
3	To introduce or increase a charge for Service	N	No charges will be introduced.
4	To change a commissioned service	N	No changes are planned to a commissioned service.
5	To introduce, review or change a policy or procedure	N	No - please see stages 2 & 3 of this EIA for further information.
6	To introduce a new service or activity	N	The proposal is designed to make permanent a pilot provision that has been running since 2011.
7	Is this about improving access to, or delivery of a service.	Y	The proposal is designed to make permanent a pilot provision that has been running since 2011 and to continue to meet the needs of a small group of children and young people. This is fully explained in stages 2 and 3 of this EIA.
8	Will you require supporting evidence on this issue	Y	February 2015. Cabinet Report on proposal to change the upper age range of Ravenhall School from 16-19 years of age. June 2015 non-statutory consultation outcomes report. https://democracy.kirklees.gov.uk/Data/Cabinet/201502101600/Agenda/CABINET10021553006D.pdf
WHO WILL IT AFFECT?			
9	Does this affect Employees? If YES please list	N	The proposal has no HR implications.
10	Does this affect a Single Ward or Locality ONLY	N	Children and young people attend the school from across the borough.
11	Does this affect most of Kirklees or its Residents	N	No
12	Does this issue concern ANY Protected Characteristic Group.	Y	Children and young people with Special Education Needs.
13	Can you foresee a negative impact on any Protected Characteristic Group(s)? If YES please state what these could be.	N	The proposal is a positive opportunity for children and young people, please see stages 2 and 3 of this EIA for further information.
14	IF IMPACT at this stage is less than 15 answer Y to this question		IF YOU CAN ANSWER YES HERE THEN DO NOT ANSWER ANY FURTHER QUESTIONS
TAKING DUE REGARD			
Where consultation was needed:			
15	Have you got any general intelligence (research, consultation, etc.)? If YES please list any related documents.	Y	The Council carried out a four week non-statutory consultation on this proposal which commenced in March 2015. Following the completion of the consultation the views of all stakeholders were reported back to Kirklees Council Cabinet for feedback in June 2015. 1. Non statutory consultation outcome report 2nd June 2015. http://democracy.kirklees.gov.uk/documents/a31162015-06-02/20150602Ravenhall16to19school-changeinpost16age-range-162015consultation162015outcome162015report.pdf
16	Have you got any specific intelligence (research, consultation, etc.)? If YES please list any related documents.	Y	Please see link provided in question 8 above.
17	Have you taken specialist advice? (Legal, E&D Team, etc.). If YES please state.	Y	Internal legal advice has been sought and received.
18	Have You considered your Public Sector Equality Duty? Please provide a rationale	Y	It is considered that the proposal meets the objectives of the Public Sector Equality Duty, as it provides a range of benefits to some children and young people with special education needs that are not ready to make the transition to another post 16 setting.
19	Can the Public access a "Decision Report"? If YES state where and how it can be accessed.	Y	The public can access a decision report via the following link via the Councils external website that provides Council Cabinet information: http://democracy.kirklees.gov.uk/ie/ListMeetings.aspx?CID=139&Year=0
20	Can you mitigate any negative effect? Please state how	Y	There are no negative effects envisaged, however officers from the Local Authority will continue to work collaboratively with the school and other key stakeholders to ensure a smooth and successful implementation.
21	Do you have any supporting evidence? If YES please list the documents	N	Cabinet Report 2 June 2015: Report on the outcomes from the non-statutory consultation for Members consideration on the proposal to change the upper age range of Ravenhall School from 16 to 19 years. Cabinet Report: 10th February 2015 Proposal to change the upper age range of Ravenhall School from 16 to 19 years. Research into Post 16 Progression Routes for Young People with Special Educational Needs in Kirklees.
22	Have you published your information? If YES state where.	Y	The Council has published a consultation document and an on-line response form to the consultation at: www.kirklees.gov.uk/schoolorganisation . Decision reports can be found using the link provided to question 19.

STOP ONLY IF your proposal is likely to have little or no impact upon groups and you are confident that you have evidence to support your proposal and this document. (RISK less than 30% [GREEN])

- 1) Save this scoresheet;
- 2) Complete and save a 'Front Sheet';
- 3) Make sure you have gathered any supporting evidence documents and they are listed above
- 4) SEND Electronic copies of this tool and a front sheet to equalityanddiversity@kirklees.gov.uk.

GO IF your proposal is likely to have medium or above impact upon groups AND you are not confident that you have evidence to support your proposal and this document. (RISK greater than 30% [yellow, amber, red])

- 1) Save this scoresheet;
- 2) Proceed to Stage 2 document (Ensuring Legal Compliance)

EQUALITY IMPACT ASSESSMENT FRONT COVER Appendix 8

Service Details

Ref No.

(to be allocated by the equality and diversity team)

Directorate:	Service:
Children and Young People	Learning and Skills
Lead Officer:	Service Area/Team:
Mandy Cameron	Vulnerable Children and Groups
Officers responsible for Assessment:	Date:
Rajesh Singh	17.11.15

About the proposal

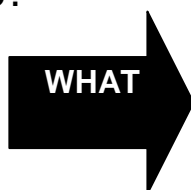
What are you planning to do?

Change/Reduce

Remove

Introduce or charge

Review



Service provision to the public

Policy

Employment Practice/Profile

Assessed level of Impact

High

Medium

Low

Budget Affected (None)

Capital

Revenue

How has this issue come about?

Budget Proposal

Service Plan

Loss/reduction in funding
(inc. end of funding period)

New funding/Grant Aid

Legal Duty

Other (please state) _____

Proposal detail (give a brief outline of what this is about – no max words)

To change the upper age range of Ravenshall School from 16 to 19 years

Who is the proposal likely to impact?

Age

Disability

Gender Reassignment

Other (please state) -

Marriage & Civil Partnership

Pregnancy & Maternity

Race

Religion & Belief

Sex

Sexual Orientation

--

Which ward area(s) is this likely to affect? All
Have any of the following been completed? Y N

- | | | |
|-----------------------------------|-------------------------------------|--------------------------|
| Stage 1 Screening Tool | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Stage 2 Legal Compliance | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Stage 3 Customer focus assessment | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Is the proposal likely to have an adverse impact on compliance with the Public Sector Equality Duty?

- | | | |
|--|--------------------------|-------------------------------------|
| | Y | N |
| Ending Unlawful Discrimination, harassment & Victimisation | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Promoting Equality of opportunity | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Foster Good Relations | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

List any supporting documents

<p>Cabinet Report 2 June 2015: Report on the outcomes from the non-statutory consultation for Members consideration on the proposal to change the upper age range of Ravenshall School from 16 to 19 years.</p> <p>Cabinet Report: 10th February 2015 Proposal to change the upper age range of Ravenshall School from 16 to 19 years</p> <p>Research into Post 16 Progression Routes for Young People with Special Educational Needs in Kirklees.</p>
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Authorisation

Sign off by lead officer (name)	Signature	Date
Mandy Cameron	Mandy Cameron	10.12.15
Sign off by Assistant Director (name)		Date
Gill Ellis	Gill Ellis	14.12.15
Proposed Review Date		
June 2016		

Further Authorisation

Authorising Body	Signature	Date

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Name of meeting and date: Cabinet 12th January 2016

Title of report: Report seeking approval for the final details of the Kirklees School Funding Formula for the financial year 2016-17

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes
Is it in the Council's Forward Plan?	Yes December 2015
Is it eligible for call in by Scrutiny?	Yes
Date signed off by Director & name	Alison O'Sullivan 14.01.16
Is it signed off by the Director of Resources?	David Smith 17.01.16
Is it signed off by the Assistant Director – Legal, Governance & Monitoring?	Julie Muscroft 16.01.16
Cabinet member portfolio	Cllr Shabir Pandor

Electoral wards affected and ward councillors consulted: All wards

Public or private: Public

1. Purpose of report

- To report the final details of the changes required by the Department for Education (DfE) national funding rules to the Kirklees school funding formula for the allocation of Dedicated Schools Grant (DSG) to the maintained and academy schools in Kirklees for the financial year 2016-17. This complements the outline report approved by Cabinet on 20th October 2015.
- To recommend to Kirklees Cabinet the details of the Kirklees' school funding formula for 2016-17 in terms of the relative weighting and values of the funding factors approved in principle by Cabinet on 20th October 2015. [See Appendix A]
- To request that the Cabinet approve the final details of the Kirklees school funding formula for 2016-17 for submission to the Education Funding Agency of the DfE as required by 21st January 2016.

2. Key points

- The Kirklees Schools Forum, as the main consultative group on revenue funding matters for the local authority and schools, helped to develop the current Kirklees funding formula which was introduced from 2013/14 for maintained schools and academies. This model continues to be the basis for funding allocations through to 2016-17.
- The last major change in the allocation methodology for the Dedicated Schools Grant funding to maintained schools and academies took place in advance of the financial year 2013-14.
- National consultations on funding are ongoing, and include:
 - 2015: In March 2015, the EFA declared an aim to move towards a simpler, formulaic system, based on lagged data. The consultation took place in summer term 2015 with a summary of responses published within 'SEND funding longer-term changes: Summary of responses' (DFE July 2015).
 - 2015: In June 2015, the government published a call for evidence on the cost of providing childcare. The analysis of responses was published on 4th December 2015.
 - 2016: In the autumn statement (November 2015), the government announced
 - the intention to develop a 'Fairer Schools Funding' methodology, for introduction in 2017/18.
 - development of policy and funding proposals required as a result of reductions in Education Services Grant to local authorities
- The structure for the Kirklees 2016-17 funding formula and the estimates of the values within the formula were approved by Cabinet on 20th October 2015, submitted, as required, to the Education Funding Agency by 30th October 2015 and subsequently approved by the EFA.
- The final details of the formula allocations are required to be submitted to the EFA by 21st January 2016, using the new school level dataset compiled from the October 2015 pupil census and the DSG settlement for 2016-17, as announced in December 2015.

3. Department for Education funding consultations / developments 2016-17

3.1 Guaranteed Per Pupil Unit of Funding

The 2016/17 per pupil unit of funding will be at the same cash value, of £4,641, as 2015/16.

3.2 Minimum Funding Guarantee

The DfE has confirmed the 5-16 years minimum funding guarantee introduced in 2014-15 will continue into 2016/17, meaning that schools block funding per pupil received by a school cannot drop by more than 1.5% between 2016/17 and 2015/16. As for last year, scaling back of gains in funding per pupil, to meet the cost of the Minimum Funding Guarantee, will apply. This will affect both maintained schools and academies. For a brand new school the 'capping' and 'scaling' process, related to Minimum Funding Guarantee, does not apply.

3.2 Universal Infant Free Schools Meals

Universal infant free school meals were confirmed as continuing in the Autumn Statement 2015. In 2015/16 the grant payment was £2.30 per meal.

. The EFA has confirmed that the £2.30 per meal rate will also apply to UIFSM grant allocation until the end of the Summer Term 2016.

3.3 Expansion of free early education and childcare for eligible two year olds

For 3-4 year olds: All 3-4 year olds are entitled to 570 hours of free early education over a 52 week period. This equates to 15 hours per week over a 38 week period. The government has confirmed this will be doubled to 30 hours per week for working families from September 2017. We await confirmation about the arrangements for implementing this programme.

For two year olds: From September 2014, eligible 2 year olds, from less advantaged backgrounds, became entitled to 15 hours of free early education per week. This provision will continue into 2016/17.

The Early Years funding block within the overall DSG figures announced in December 2015 remains at the level notified in July 2015.

3.4 Early Years Pupil Premium funding

Early Years Pupil Premium was introduced in 2015/16 and will continue into 2016/17. In 2015/16, providers of government-funded education received an extra 53p per eligible child, up to a maximum of 15 hours per week free nursery entitlement. We await confirmation arrangements for funding eligible pupils up to the proposed 30 hours per week. The settlement figure announced in December 2015 does not alter the 53p EY Pupil Premium hourly rate.

3.5 High needs funding:

. An additional £92.5m nationally has been added into 2016-17 High Needs Block funding. Kirklees' share of this amounts to £785,000. This extra funding is to support local authorities in their transition to the new SEND (Special Educational Needs and Disability) system. Further details on this are to be announced in the new year.

3.6 Additional autumn statement 2015 announcements:

Fairer Schools Funding:

In Autumn 2015, the government announced the first national funding formula for schools, high needs and early years. The government will launch a detailed consultation in 2016 and implement the new formulae from 2017/18. There will be a transitional phase to help smooth the implementation of the new schools formula.

Post 16 education and training:

As part of the government's one-off restructuring of post-16 education and training, 6th form colleges will be given the opportunity to become academies,

allowing: the recovery of non-business VAT costs; and the option of joining a multi-academy trust.

Education Services Grant:

There will be a national reduction in ESG funding of £600m, including the phasing out of additional funding schools received through ESG. [2016-17 will see the general ESG rate per pupil fall from £87 to £77 as the first step towards this]. Alongside this, there will be a reduction in the local authority role in running schools and the removal of a number of statutory duties. The government will consult on policy and funding proposals in 2016.

Investment in new schools:

The government will be investing £23 billion in the school estate to rebuild schools, open hundreds of new ones and create hundreds of thousands more school places.

4. Schools Block funding 2016/17

The Cabinet Report of 20th October 2015 recommended continuing the previously-agreed funding methodology, and noted minimal changes in school funding arrangements for 2016/17.

- 4.1** Cabinet approved the following three Exceptions Applications to the EFA. These were submitted, as required, to the EFA by 30th October 2015 and responses received and included within funding discussions and decisions through Schools Forum. The final submission to the EFA, documenting funding arrangements for 2016/17, based on the 2015 pupil census data, is required by 21st January 2016.

4.2 Exceptions applications to the Education Funding Agency

- **Lump sum variation 1:** To allocate lump sum support in 2016/17 to schools in their second year of amalgamation. These schools were Royds Hall Community School (formed from the closure of Beech Early Years, Infant and Junior School and the expansion of the age range of Royds Hall High School to become an all-through school) and Almondbury Community School (formed from the closure of Almondbury Junior School, Greenside Infant & Nursery School, and the expansion of Almondbury High School to become an all-through school).

In line with the methodology agreed with Schools Forum, both schools would receive 70% of the total lump sum that would have been allocated to the previous schools.

This proposal was agreed by the EFA.

- **Lump sum variation 2:** To allocate lump sum support in 2016/17 to schools moving into their third year of amalgamation in 2016/17. These schools were Westmoor Primary School and Windmill CE Primary School. It was proposed to allocate each an amount equal to 55% of the total lump sum value that would have been allocated to the previous, separate schools: amounting to £13,000 each.

This proposal was rejected by the EFA. The proposed £26,000 will instead become part of general schools funding for 2016/17.

- **Variation in pupil numbers:** Royds Hall Community School has an expanded age range with primary provision growing annually, year by year, from reception through to year 6. The October 2014 data set, upon which funding for 2016/17 is based, shows 21 pupils in reception but, by September 2016, there will be 60 reception-aged pupils, 60 pupils in Year 1 plus the pupils moving up from Year 1 into year 2. The application requested funding to be based on the new data set of pupils. The October 2015 data set will still need to be adjusted to build in the school's growth into Year 2 at September 2016.

This proposal was agreed by the EFA. In addition, permission was granted to adjust the Minimum Funding Guarantee for the school accordingly.

- **Other request:** To build into pupil numbers for 2016/17 places within a new primary free school, in the Huddersfield South West area, starting with 90 reception places in year 1. To model the cost a proxy data set, based on an adjacent school with similar pupil profile, would be used.

This proposal was rejected by the DFE on the grounds that the new school will be declared within the funding proforma submission as a part-year effect for 2016/17. Officers will seek to mitigate the effects of this new commitment from uncommitted elements of DSG schools block funding triggered by an overall rise in pupil numbers from the October 2015 census data set.

4.3 De-delegation decisions for 2016/17

De-delegation applies only to the primary and secondary sectors of schools maintained by the Council. Each sector of schools is asked on an annual basis to agree to de-delegate funds as pooled resources to operate central arrangements for the benefit of schools in the sector.

From 2016/17, de-delegation by Middle Schools will change from being linked to the school's 'deemed status' (secondary for Kirklees schools) to being determined by the proportions of primary and secondary-age pupils on their roll. Therefore Kirklees Middle Schools will be bound by primary sector decisions for their proportion of primary-aged pupils, and secondary sector decision for the proportion of their secondary-aged pupils.

Schools Forum has agreed the following de-delegation arrangements for 2016-17.

- School contingencies
- Free School Meals Eligibility Checks
- Maternity / Paternity
- Trades Union Duties (maintained primary schools only)
- Public Duties
- International New Arrivals Service

4.4 Centrally-retained DSG budgets agreed for 2016/17

The DfE allows the Council to retain DSG Schools Block budget provision for a number of specific purposes. These arrangements must be formally reviewed with the Schools Forum on an annual basis. Maintained schools and academies have equal right of access, free of charge, to support from these retained budgets.

4.5 The following centrally-retained budgets were agreed for 2016-17 with no change to the existing level of funding: -

- Servicing of Schools Forum
- Pupil Growth Fund
- School admissions, organisation and planning
- (Historic) DSG pension commitments
- Schools' safeguarding training officer
- School improvement commissioning funds
- Provision for looked-after children and those not in education, employment or training (NEET)

4.6 Schools Forum has agreed changes in the following centrally-retained DSG budgets:

Falling rolls fund – agreed with a reduction in provision from £200,000 to £100,000. The fund can only be used to support schools identified as “good” or “outstanding” at their last Ofsted inspection experiencing a short-term drop in their number on roll where local planning data show that numbers will recover within a maximum of three funding years.

School Milk - The provision for School Milk administration costs will be removed as school milk will be provided on a traded basis from next year.

5. The Dedicated Schools Grant (DSG) 2016/17: A summary

The implications generally, and specifically for the three funding blocks, are detailed below.

5.1 Early Years Funding Block

The 2016-17 Early Years Block allocation to Kirklees stands at a total £23.7m, a figure unchanged from that announced in the Summer of 2015. It will be updated during the year using information from the January 2016 census returns. The component parts of the allocation are as follows: -

- Free childcare provision for disadvantaged two year olds - £18.5m
- Free childcare provision for 3-4 year olds - £4.7m
- Early Years pupil premium allocation - £0.5m [The funding rate for 2016-17 is also unchanged at 53p per hour accessed of the free entitlement].
- A decision on the, as yet, uncommitted monies rolled forward within the Early Years budget will be made once clarification on future funding is received from the DfE.

5.2 High Needs Funding Block: funding arrangements for learners with special educational needs in mainstream schools

An additional £92.5m nationally has been added into 2016-17 High Needs Block funding. Kirklees' share of this amounts to £785,000. This extra funding is to support local authorities in their transition to the new SEND (Special Educational Needs and Disability) system. Further details on this are to be announced in the new year.

- During 2015/16 the DFE embarked upon a period of research, data review and fieldwork with the eventual aim of creating a formula basis for distributing high needs funding in the future. We await the outcome of their findings and future proposals.

5.3 Schools Funding Block

The 2016-17 Schools Block funding allocation to Kirklees is once again a 'flat cash' settlement based on the same unit of funding per pupil as in 2015-16, ie £4,641.22. There is no provision within the settlement for pay and price rises during 2016-17. However, the number of pupils aged 4 to 16 being educated in Kirklees has risen by 811 children since the last DSG allocation. This means an increase in Kirklees' Schools Block allocation by £3.77m for 2016-17 so the rise in pupil numbers in the system is being fully funded.

5.2 Pupil premium 2016-17

The current 2015-16 pupil premium rates will be extended into 2016-17. Specifically these are...

- Per disadvantaged primary-aged pupil, £1,320
- Per disadvantaged secondary-aged pupil, £935
- Premium for Looked-after children and those adopted from care or who leave care under a special guardianship order or child arrangements order, £1,900
- Service children pupil premium, £300.

6. The implications of the long term direction of schools block funding allocations to schools

Schools Forum has been aware of the intention by the Department for Education to introduce some form of national funding formula in the future.

The Autumn Statement 2015 announced the national review, consultation and introduction of a new Fairer Funding approach by the DFE and EFA from 2017. The breadth and likely future impact of the new approach is currently unknown.

It is the intention of Kirklees Schools Forum to fully engage with that consultation, alongside constituent members, to contribute to the review and implement the new system.

7. Implications for the Council

7.1 Council priorities

These proposals will support the Council priorities within the Joint Health and Wellbeing Strategy (JHAWS) and the Economic Strategy. Council policies affected by this proposal also include the Children & Young People Plan and are supportive of the Kirklees Learning & Skills 'Vision for Learning'.

High quality learning provision

The funding formula is designed to ensure all children and young people are able to access the full curriculum and receive additional support where required, preparing them for the best possible start in life – being 'rounded, resilient and ready' to take the next step in their learning journey.

School organisation planning has responded to the needs of the growing population in Kirklees. Plans have resulted in 1260 additional places within the system through the building of a new primary free school in Huddersfield South West; increasing the age range at Royds Hall to include primary aged children; and the development of all-through provision at Almondbury Community School. The plans have also provided new and improved provision for pupils at Lydgate School.

Building the capacity of schools and settings to continue to improve, enhancing the range and quality of educational opportunities available. Ultimately, through funding barriers to learning are diminished and personal growth promoted, and youngsters thrive in their learning and achieve of their best.

Appropriate use of funding enables a proactive, and rapid, response, to emerging issues relating to communities, safeguarding, personal safety and wellbeing. Supporting schools to develop robust strategies to prevent and respond to a wide range of challenges. Broad engagement contributes to promoting learning, health and wellbeing as a shared responsibility of the whole community.

The programme to develop schools as 'community hubs' is engaging schools and other local providers of learning, health, other local services and employers in collaborative planning to meet the needs of the family and wider community.

Childcare provision

Free childcare for the most disadvantaged 2 year olds benefitted 1946 children in autumn 2015 – a take up rate of 75% of those deemed eligible. Future government plans promise more free places for parents and an increase in funding to the sector of £300m.

In addition, and from 2017, there will be 30 hours of free childcare for 3-4 year olds, available to parents working more than 16 hours per week and earning between £115 per week and £100,000 per year. With an estimated 3750 eligible families in Kirklees, early predictions suggest up to 700 new 15 hour places may be required – though some areas will have sufficient existing capacity to meet demand. These developments will require a strategic approach to planning and place provision for Kirklees.

Business growth and jobs

We work through partnership to understand the needs and priorities of our local economy by promoting proactive engagement with businesses and local communities. By communicating local needs to our schools, the learning offer can be tailored to enable pupils to set realistic goals, navigating their learning journey through to, and within, the world of work. To support this work, and in collaboration with schools, the Local Authority continues to contract with a local

Career Guidance Service in order to fulfil our statutory duties and to provide a service for school, pupils and employers.

Provide effective and productive services

Informed by the views of schools and New Council approaches, we will promote and assure high quality services for schools, drawing on local expertise and enhancing opportunities for the identification, development and dissemination of best practice. Having the agility to respond, and a flexible approach to building capacity, the local business model will balance ensuring excellent value for money with service viability.

The Kirklees Excellence Board ensures effective school to school support through locally-based National Leaders of Education, brokered through Teaching School Alliances. This approach supports schools and the Local Authority in the journey towards a local, sustainable model for school improvement.

The introduction of the Kirklees Associate Framework in May 2015 enabled additional capacity to be commissioned to support schools and settings.

Support older people to be healthy, active and involved in their communities

Schools are encouraged to engage pupils and families in a range of activities to promote health, activity and community engagement. These include outdoor centres (such as Cliffe House) offering activities to old and young alike and including older people who may be supported by carers.

The development of schools as 'community hubs' will also bring opportunities for engagement with older members in the locality.

There are over 2000 governors in Kirklees schools, many of whom are retired and keen to contribute to learning within schools.

7.2 Equality Implications

The updated equality impact assessment attached as appendix B sets out the potential positive, neutral and negative impacts of the changes in the school funding system.

The implementation of the new funding formula will continue to need detailed monitoring and evaluation to inform the process of adjusting the formula in future years, should local discretion continue in respect of the shape of school funding arrangements.

7.3 Human Resources implications

The ongoing impact of the funding formula at school level has the potential to generate significant longer term increases and reductions in funding for schools. The largest element of school budgets is staffing. Major changes in funding are likely to bring HR implications for individual schools as funding is redistributed between schools, within national funding constraints, at LA level.

7.4 Financial Implications

The current school funding system is to be phased out, with a new formula to be introduced from 2017. Announced in the Autumn Statement at the end of November 2015, the implications of the new system are unknown.

The Dedicated Schools Grant is largely allocated directly to schools, but a significant sum is used by schools to purchase services from the Council and other providers.

8. Consultees and their opinions

2016-17: The Kirklees Learning Board has monitored the progress of the Schools funding formula through termly reports.

Representatives from Schools Forum have consulted with their constituent groups, (Kirklees Primary Headteachers, Kirklees High School Headteachers, Kirklees Special School Headteachers) in order to inform members about funding changes for 2016-17 and to gain views to inform decision-making around de-delegation, centrally-retained funding and management of contingency funding. Additional briefing/consultation meetings have also taken place with Headteacher groups.

2017-18: With changes in the funding system to be introduced in 2017, a programme of briefings, consultation and discussion / working groups, including Headteachers, governors and other relevant stakeholders, will be implemented, aligned to the national agenda yet to be published.

9. Officer recommendations and reasons

Cabinet is recommended to

- note the further changes required by Education Funding Agency funding rules to the Kirklees school funding formula for the allocation of Dedicated Schools Grant (DSG) to the maintained and academy schools in Kirklees for the financial year 2016-17.
- note the consultative process undertaken in collaboration with head teachers through the Kirklees Schools Forum to agree the details of the Kirklees funding formula
- note the details of the preferred Kirklees funding formula for 2016-17 which elaborate the outline formula approved by the Cabinet on 23rd October 2015.
- approve the final details of the Kirklees school funding formula for 2016-17 for submission to the Education Funding Agency by 21st January 2016.

10. Cabinet portfolio holder recommendation

To support the officer recommendations above

11. Key dates and next steps

- 21st January 2016: LA to submit final 2016-17 schools block funding proforma to the Education Funding Agency
- February 2015: Final Council budget decisions
- 29th February 2016: deadline for the LA to confirm budget allocations to the schools it maintains

12. Contact officers

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13. Assistant Director responsible

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Debbie Hogg
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Directorate Finance Resources
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14. Relevant papers

Cabinet Report 13th January 2015
Cabinet Report 20th October 2015
Schools Forum minutes

- 23rd October 2015
- 11th December 2015

Appendix 1

DEDICATED SCHOOLS GRANT SCHOOLS FUNDING BLOCK: CENTRAL BUDGET RETENTION 2015-16 [for Maintained schools and Academies]

Budget provision	£	EFA guidance
Pupil Growth Fund	600,000	Discretionary amount
Falling Rolls Fund	200,000	Discretionary amount
Servicing of Schools Forum	31,000	Budget cannot exceed previous year
School Admissions / Organisation & Planning	833,500	Budget cannot exceed previous year
Historic DSG pension commitments	170,400	No increase / no new commitments
School milk – administration costs	26,000	No increase allowed
School Safeguarding Officer	48,400	No increase allowed
Primary sector commissioning fund	171,500	No increase allowed
Secondary sector commissioning fund	278,800	No increase allowed
Provision for central LAC / NEET etc	45,100	No increase allowed
National Copyright Licence	180,000	Forum approval not required
TOTAL	2,584,700	

The total Schools Block of Funding within Kirklees' DSG allocation for funding year 2015-16 was £275,720,200. The centrally-retained budget total comprises 0.937% of this overall sum.

DE-DELEGATION 2015-16 [Maintained Mainstream Schools only]

Budget	Primary per pupil	Secondary per pupil	Notes
School Contingency	-£12.97	-£16.25	Compared to 2014-15 values of -£16.27 and -£20.39 respectively
Free school meals eligibility checks	-£1.03	-£1.29	
Maternity / paternity	-£16.25	-£20.37	
Trade union duties	-£5.72	£0.00	
Public duties	-£0.16	-£0.20	
International new arrivals	-£1.58	-£1.98	
TOTALS	-£37.71	-£40.09	Compared to 2014-15 values of -£42.69 and -£46.33 respectively

Appendix 2

Schools Funding Timetable for 2016/17

11 th September 2015:	Kirklees Schools Forum Briefing
25 th September 2015	Kirklees Schools Forum Briefing
30 th September 2015:	EFA Submission date for exceptions applications including variations to lump sums for amalgamating schools and variations to data set pupil numbers
Throughout October	Schools Forums – general consultations on the provision shape of 2016/17 funding arrangements and political sign off
15 th October 2015:	Schools Briefing meeting
20 th October 2015	Schools Forum report to Cabinet
23 rd October 2015:	Kirklees Schools Forum Public Meeting
30 th October 2015:	EFA submission date for provisional 2015/16 authority funding proforma
20th November 2015	Kirklees Schools Forum Briefing
Mid-December:	EFA releases LA planning tool based on October census data
11 th December 2015	Kirklees Schools Forum Public Meeting
w/c 14 th December 2015:	Publication of actual 2015/16 Schools and High Needs block allocations, and provisional Early Years Block
31 st December 2015:	EFA Deadline for exception requests applications – reflecting issues arising through the October census
12 th January 2016	Forum consultation / political approval for final 2016/17 funding formula
21 st January 2016:	EFA Deadline for submission of final 2016/17 authority funding proforma
29 th February 2016:	EFA Deadline for confirmation of 2016/17 budget shares to maintained schools
11 th March 2016	Kirklees Schools Forum Public Meeting
31 st March 2016:	EFA Deadline for confirmation of academic year 2016/17 general annual grant allocations to all academies (opened by 09/01/2016).

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Name of meeting: Cabinet and then full Council

Date: Cabinet 12 January then full Council 20 January 2016

Title of report: Calculation of Council Tax Base 2016/17

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes. The calculation of the council tax base affects all wards in the Kirklees area
Is it in the Council's Forward Plan ?	Yes
Is it eligible for "call in" by Scrutiny ?	Yes
Date signed off by <u>Director</u> & name	David Smith – Director of Resources
Is it signed off by the Director of Resources?	22 December 2015
Is it signed off by the Assistant Director - Legal & Governance?	Julie Muscroft – 4 January 2016
Cabinet member portfolio	Cllr David Sheard Cllr Graham Turner

Electoral [wards](#) affected: All

Ward councillors consulted: N/A

Public or private: Public

1. Purpose of report

To seek approval of the Council for the various tax bases which will apply to the Kirklees area for the financial year 2016/17 in connection with the council tax. The Council is also required to confirm the continuation of the current local Council Tax Support Scheme (CTS) (agreed at full Council on the 14th January 2015).

2. Key points

Section 67(2) of the Local Government Finance Act 1992 requires that the tax base for council tax should be approved by the Authority (i.e. the Council).

The regulations covering setting the tax base are covered and updated under Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012.

Members are reminded that this decision forms part of the calculation of the Council Tax and in the view of the Director of Resources and Assistant Director Legal Governance and Monitoring, Members should therefore, declare under s106 of the Local Government Finance Act 1992 whether Council Tax has become payable by them and remains unpaid for at least two months and (if that applies) then leave the room taking no part in the debate or vote.

In determining the level of local taxation, each local authority calculates a tax base so that, once the level of expenditure has been approved, the determinations of the level of local taxation becomes an arithmetical exercise.

The council tax base for an authority is the amount of income which would be received by levying a council tax of £1.00 on band D properties and taking into account the differential rates which would be applied to properties in the other bands.

In view of the fact that there are parish precepts, it is necessary to calculate a tax base for:

- a) the whole of Kirklees; and
- b) each parish council area

The valuation listing received from the Inland Revenue places each domestic property in Kirklees into one of eight valuation bands.

In order to calculate the tax base, the following factors must be taken into account and applied to the valuation bandings:

- a) fixed ratios between valuation banding;
- b) number of exempt properties;
- c) number of properties eligible for a discount;
- d) number of appeals against bandings which will be successful;
- e) number of new properties which will be added to the list during the year; and
- f) council tax reduction scheme (CTRS), continuing the same scheme as 2015/16 at 20%
- g) an allowance for losses on collection.

For the purpose of calculating the tax bases, it should be noted that a collective adjustment has been made to the current tax base as at 30 November 2015 for factors d, e, f, and g above. The overall collective adjustment for 2016/17 has been calculated at 1.8023545% to take into account the above listed factors and adjustments in the tax base.

Option 1 – 1.95% increase in council tax Taxbase – 113,388.90 2.12% Bad debt provision Estimated council tax raised- £146,482,524.20	Option 2 – 3.95% increase in council tax Taxbase – 113,388.90 2.12% Bad debt provision Estimated council tax raised - £149,356,150.66
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The two options above show examples of different taxbase levels, taking into account different percentage increases in council tax, with the same bad debt provision.

This year the council can raise an additional 2% on top of the annual percentage increase. This levy is for social adult care and the precept can be up to a maximum of 2% which must be exclusively spent of adult care.

It is recommended that the 2016/17 taxbase for the whole of Kirklees area, and the taxbases for the five parish council areas (based on option 2, with 1.95% annual rise in council tax plus 2% for social care) be approved as follows:

Whole of Kirklees	113,388.90
Denby Dale Parish	5,552.16
Holme Valley Parish	9,630.95
Kirkburton Parish	8,673.26
Meltham Parish	2,652.06
Mirfield Parish	6,388.57

In order to demonstrate the methodology used in the calculation, the Appendices shows the current number of properties in each band, the current effect of discounts, exemptions and the collective adjustment referred to earlier in the report. This is broken down into the whole of Kirklees and the five parish council areas above.

3. Implications for the Council

The decision to agree the tax base determines the levels of income received by the Council through the levy of council tax for residents of Kirklees.

4. Council Priorities

The setting of the tax base is related to the annual budget process.

5. Legal implications

The council must consider any legislative changes as part of the council tax setting process, as any changes may materially affect the council tax base.

6. Equality and Diversity

The setting of the tax base is related to all domestic properties in Kirklees and is not based on individual circumstances. It applies to every property.

7. Consultees and their opinions

David Smith, Director of Resources, Eamonn Croston, Strategic Council Finance Manager and Councillor Graham Turner support the calculations and judgments made in determining the tax base.

8. Next steps

- Full council to approve the report
- Agree the level of council tax base for 2016/17

9. Officer recommendations and reasons

- 9.1 It is recommended that the 2016/17 tax base for the whole of the Kirklees area, and the tax bases for the five parish council areas be approved as follows:

Whole of Kirklees	113,388.90
Denby Dale Parish	5,552.16
Holme Valley Parish	9,630.95
Kirkburton Parish	8,673.26
Meltham Parish	2,652.06
Mirfield Parish	6,388.57

These figures are based on the current CTR scheme. If there are any member alterations to the taxbase figures then delegated powers be given to Director of Resources to adjust tax base to reflect any changes made.

9.2 CTR Parish Grant

Agree to pass on the full Government CTR grant to Town and Parish Councils at the same level as previous years, despite caseload falling as set out in the table below.

	CTR Parish Grant
Parish split for 2016/17 based on original allocation	£71,733.00
Denby Dale	£17,609.73
Holme Valley	£19,820.23
Kirkburton	£19,039.91
Meltham	£7,054.13
Mirfield	£8,209.01
	£71,733.00

If there are any member alterations to the taxbase figures then delegated powers be given to Director of Resources to adjust tax base to reflect any changes made. Also in future years for the calculation the taxbase pursuant to Section 3 1B(1) and S 67 (1) & (2A) of the Local Government Finance Act 1992.

10. Cabinet portfolio holder recommendation

It is recommended that full council approve the taxbase report for 2016/17.

11. Contact officer and relevant papers

Steve Bird – Head of Welfare and Exchequer Services
Mark Stanley – Senior Manager Customer and Exchequer Services

12. Assistant director responsible

Jane Brady – Assistant Director for Customer and Exchequer Services.

Kirklees Metropolitan Council

Council Tax Base Calculation for whole of Kirklees 2016/2017

Tax Band	Number of Properties	Number of Exempt Properties	Number of Taxable Properties	Number of Properties with Discounts Equated to 25% Discount	Reduction in Tax Base due to Council Tax Reduction	Number of Properties with Empty premium Equated to 50% extra charge	Effect of Discounts & Empty premium on Number of Taxable Properties	Fixed Ratio (9ths)	Band 'D' Equivalent	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	
Band A Disabled	103	0	103	9.00	22.05	0.00	71.95	5	39.97	
A	83,353	2,640	80,713	10,210.75	19,843.69	218.50	50,876.72	6	33,917.82	
B	34,155	773	33,382	2,963.25	3,756.18	69.50	26,732.07	7	20,791.61	
C	31,124	645	30,479	2,074.75	1,981.12	39.00	26,462.13	8	23,521.89	
D	16,356	323	16,033	886.50	602.50	13.00	14,557.00	9	14,557.00	
E	11,025	92	10,933	466.25	244.78	14.00	10,235.97	11	12,510.63	
F	4,964	34	4,930	206.50	49.92	3.50	4,677.08	13	6,755.78	
G	2,035	24	2,011	81.75	24.80	3.00	1,907.45	15	3,179.08	
H	111	2	109	10.75	0.60	0.50	98.15	18	196.30	
	183,226	4,533	178,693	16,909.50	26,525.64	361.00	135,618.52		115,470.08	
								Less : collective adjustment	1.8023545%	2,081.18
										113,388.90
										Council Tax Base for KMC - Chargeable Dwellings Band 'D' Equivalent

APPENDIX A

2016/2017
Less : collective adjustment

APPENDIX E

For comparison 2015/2016
Less : collective adjustment

0.02851775
0.028517751

285.18%

2016/2017
% increase

Band 'D' Equivalent	% increase
(10)	
41.77	-4.31%
33,532.75	1.15%
20,673.38	0.57%
23,384.11	0.59%
14,454.61	0.71%
12,430.06	0.65%
6,675.31	1.21%
3,140.47	1.23%
186.74	5.12%
114,519.20	0.83%
3,265.83	-36.27%
111,253.37	1.92%

1p rounding

Kirklees Metropolitan Council

Council Tax Base Calculation for area of Denby Dale Parish Council 2016/2017

APPENDIX B

2016/2017
Less : collective
adjustment

APPENDIX F

For comparison
2015/2016
Less : collective
adjustment

2016/2017
% increase

Tax Band	Number of Properties	Number of Exempt Properties	Number of Taxable Properties	Number of Properties with Discounts Equated to 25%	Reduction in Tax Base due to Council Tax Reduction	Number of Properties with Empty premium Equated to 50% extra charge	Effect of Discounts & Empty premium on Number of Taxable Properties	Fixed Ratio (9ths)	Band 'D' Equivalent	Band 'D' Equivalent	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(10)	
Band A Disabled	5	0	5	0.25	0.96	0.00	3.79	5	2.11	1.90	11.05%
A	1,930	27	1,903	216.75	384.84	2.00	1,303.41	6	868.94	863.89	0.58%
B	1,216	14	1,202	114.75	95.44	4.00	995.81	7	774.52	761.64	1.69%
C	1,179	7	1,172	83.50	55.82	1.00	1,033.68	8	918.83	914.39	0.49%
D	1,383	11	1,372	69.25	36.26	0.00	1,266.49	9	1,266.49	1,258.67	0.62%
E	902	5	897	33.50	11.66	1.50	853.34	11	1,042.97	1,029.50	1.31%
F	372	1	371	17.25	4.20	0.00	349.55	13	504.91	495.99	1.80%
G	159	3	156	4.25	1.87	0.00	149.88	15	249.80	245.87	1.60%
H	13	0	13	0.25	0.00	0.00	12.75	18	25.50	26.00	-1.92%
	7,159	68	7,091	539.75	591.05	8.50	5,968.70		5,654.07	5,597.85	1.00%
								Less : collective adjustment	1.8023545%	101.91	
										159.64	-36.16%
										5,438.21	2.10%

Council Tax Base for Denby Dale Parish Council - Chargeable Dwellings Band 'D' Equivalent

5,552.16

5,438.21

2.10%

Kirklees Metropolitan Council

Council Tax Base Calculation for area of Holme Valley Parish Council 2016/2017

APPENDIX C

2016/2017
Less : collective
adjustment

APPENDIX G

For comparison
2015/2016
Less : collective
adjustment

2016/2017
% increase

Tax Band	Number of Properties	Number of Exempt Properties	Number of Taxable Properties	Number of Properties with Discounts Equated to 25%	Reduction in Tax Base due to Council Tax Reduction	Number of Properties with Empty premium Equated to 50% extra charge	Effect of Discounts & Empty premium on Number of Taxable Properties	Fixed Ratio (9ths)	Band 'D' Equivalent	Band 'D' Equivalent	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(10)	
Band A Disabled	5	0	5	0.50	1.58	0.00	2.92	5	1.62	1.51	7.28%
A	2,705	44	2,661	340.50	513.23	13.00	1,820.27	6	1,213.51	1,182.37	2.63%
B	2,159	36	2,123	217.00	138.21	6.50	1,774.29	7	1,380.00	1,372.77	0.53%
C	2,560	26	2,534	190.75	114.91	6.50	2,234.84	8	1,986.52	1,964.20	1.14%
D	1,640	16	1,624	97.25	44.52	1.00	1,483.23	9	1,483.23	1,473.87	0.64%
E	1,625	16	1,609	77.00	31.59	2.50	1,502.91	11	1,836.89	1,833.22	0.20%
F	906	3	903	33.50	4.32	0.00	865.18	13	1,249.70	1,231.14	1.51%
G	397	2	395	12.50	5.35	1.00	378.15	15	630.25	623.88	1.02%
H	13	0	13	0.50	0.00	0.50	13.00	18	26.00	25.00	4.00%
	12,010	143	11,867	969.50	853.71	31.00	10,074.79		9,807.72	9,707.96	1.03%
								Less : collective adjustment	1.8023545%	176.77	
										276.85	-36.15%
										9,431.11	2.12%

Council Tax Base for Holme Valley Parish Council - Chargeable Dwellings Band 'D' Equivalent

9,630.95

9,431.11

2.12%

Kirklees Metropolitan Council

Council Tax Base Calculation for area of Kirkburton Parish Council 2016/2017

APPENDIX D

2016/2017
Less : collective
adjustment

APPENDIX H

For comparison
2015/2016
Less : collective
adjustment

2016/2017
% increase

Tax Band	Number of Properties	Number of Exempt Properties	Number of Taxable Properties	Number of Properties with Discounts Equated to 25%	Reduction in Tax Base due to Council Tax Reduction	Number of Properties with Empty premium Equated to 50% extra charge	Effect of Discounts & Empty premium on Number of Taxable Properties	Fixed Ratio (9ths)	Band 'D' Equivalent	Band 'D' Equivalent	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(10)	
Band A Disabled	2	0	2	0.25	0.75	0.00	1.00	5	0.56	0.53	5.66%
A	2,341	142	2,199	271.75	417.66	8.50	1,518.09	6	1,012.06	993.30	1.89%
B	1,972	28	1,944	196.25	147.42	1.00	1,601.33	7	1,245.48	1,247.80	-0.19%
C	2,486	15	2,471	171.00	108.44	3.50	2,195.06	8	1,951.16	1,928.32	1.18%
D	1,742	104	1,638	95.00	35.89	1.50	1,508.61	9	1,508.61	1,503.28	0.35%
E	1,366	3	1,363	54.75	17.02	1.00	1,292.23	11	1,579.39	1,571.67	0.49%
F	698	3	695	24.25	7.04	0.00	663.71	13	958.69	948.64	1.06%
G	341	1	340	11.00	2.00	0.00	327.00	15	545.00	533.58	2.14%
H	17	0	17	1.25	0.00	0.00	15.75	18	31.50	30.00	5.00%
	10,965	296	10,669	825.50	736.22	15.50	9,122.78		8,832.45	8,757.12	0.86%
								Less : collective adjustment	1.8023545%	159.19	
										249.73	-36.26%
										8,507.39	1.95%

Council Tax Base for Kirkburton Parish Council - Chargeable Dwellings Band 'D' Equivalent

8,673.26

8,507.39

1.95%

Kirklees Metropolitan Council

Council Tax Base Calculation for area of Meltham Parish Council 2016/2017

APPENDIX E

2016/2017
Less : collective
adjustment

APPENDIX I

For comparison
2015/2016
Less : collective
adjustment

2016/2017
% increase

Tax Band	Number of Properties	Number of Exempt Properties	Number of Taxable Properties	Number of Properties with Discounts Equated to 25% Discount	Reduction in Tax Base due to Council Tax Reduction	Number of Properties with Empty premium Equated to 50% extra charge	Effect of Discounts & Empty premium on Number of Taxable Properties	Fixed Ratio (9ths)	Band 'D' Equivalent	Band 'D' Equivalent	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(10)	
Band A Disabled	2	0	2	0.00	0.00	0.00	2.00	5	1.11	1.11	0.00%
A	1,237	17	1,220	158.00	282.00	3.00	783.00	6	522.00	519.41	0.50%
B	529	6	523	50.25	40.17	0.00	432.58	7	336.45	333.05	1.02%
C	929	7	922	65.50	34.63	0.50	822.37	8	731.00	718.08	1.80%
D	383	1	382	19.00	7.55	0.00	355.45	9	355.45	351.94	1.00%
E	403	3	400	16.50	6.44	0.00	377.06	11	460.85	468.32	-1.60%
F	146	0	146	7.25	0.80	0.50	138.45	13	199.98	195.91	2.08%
G	53	0	53	1.25	0.81	0.00	50.94	15	84.90	84.17	0.87%
H	5	0	5	0.50	0.00	0.00	4.50	18	9.00	4.50	100.00%
	3,687	34	3,653	318.25	372.40	4.00	2,966.35		2,700.74	2,676.49	0.91%
								Less : collective adjustment	1.8023545%	48.68	
										76.33	-36.23%
										2,600.16	2.00%

Council Tax Base for Meltham Parish Council - Chargeable Dwellings Band 'D' Equivalent **2,652.06**

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Name of meeting: Cabinet January 12th 2016

Title of report: Draft Local Government Finance Settlement

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Is it in the Council's Forward Plan ?	No
Is it eligible for "call in" by Scrutiny ?	No
Date signed off by Director & name	David Smith, 31 st December 2015
Is it signed off by the Director of Resources?	Yes
Is it signed off by the Assistant Director – Legal, Governance & Monitoring?	
Cabinet member portfolio	Resources

Electoral [wards](#) affected: All
 Ward councillors consulted: None
 Public or private: Public

1. Purpose of report

- 1.1 To inform Cabinet of the Secretary of State for Communities and Local Government's (CLG) announcement of the Local Government Finance Settlement.

2. Key points

- 2.1 **Social Care** – The Autumn statement proposals are confirmed in relation to the Social Care Precept – the s151 Officer (Director of Resources) is required to indicate to CLG by 15th January 2016 whether the Council is minded to levy this precept. The usual referendum limit of 2% remains ie we can raise the tax by 3.99% overall.

The Settlement confirms the continuation of the **Better Care Fund (BCF)** and additional funding for adult social care through the BCF worth £1.5 billion by 2019/2020. In the interim years, the additional funding through the BCF will be worth £105 million in 2017/2018 and £825 million in 2018/2019. This funding will be allocated as a specific grant.

- 2.2 **Long term settlement** – This is a four-year settlement. However the figures for 2017-2018 and beyond are part of an offer to any council that wishes to take it up. This will be conditional on councils publishing an efficiency plan. No details are available of what this entails as yet.

- 2.3 **The Government has defined it's preferred measure of council Core Spending Power** as Revenue Support Grant, retained business rates, income from the New Homes Bonus, the local government element of the Improved Better Care Fund, and the Rural Services Delivery Grant as well as income from council tax (assuming that the tax base grows), councils increase council tax by the Consumer Price Index and where appropriate by 2 per cent to support social care. The Government calculates that Core Spending Power in accordance with this definition will fall by an average **0.5 per cent for England** over the four year period. The **Kirklees** figure is a cut of **2.5%**

- 2.4 The Settlement contains some further information on the introduction of 100 per cent business rates retention, which the Government has promised by the end of the Parliament. The Government will be consulting on giving more responsibility to councils to support older people with care needs, including people who, under the current system, would be supported through **Attendance Allowance**. There will be protection for existing claimants and new responsibilities will be matched by the transfer of equivalent spending power. The Government will consult in the New Year on the proposals, including what it describes as the right model of devolution and level of flexibility.

- 2.5 Draft statutory guidance on the **flexible use of capital receipts** was published alongside the Settlement consultation. Councils will be able to use new capital receipts from April 2016 to March 2019 to pay for the revenue set up costs of projects that are designed to make revenue savings. It will be for individual local authorities to decide if a project qualifies. In order to qualify, councils will be required to prepare an annual efficiency strategy listing all qualifying projects and this strategy, and any variations to it, will need to be approved by full council. We will report to Members when the details are clearer.

- 2.6 The **Education Services Grant** retained duties rate will remain at £15 per pupil and the general funding rate for 2016 to 2017 will reduce from £87 per pupil to £77 per pupil, with continued protections for academies affected by the reduction. The Government will consult in the New Year on further reductions in order to reach the £600 million reduction announced in the 2015 Spending Review.

2.7 The detailed numbers are set out in the table below which compares our forecast in the budget consultation document published in October with the draft settlement. Our main grant will fall by over £50 million over this period.

Main grants and income	2015-16		2016-17		2017-18		
	£m	Bud Cons £m	Draft Settlement £m	Variance £m	Bud Cons £m	Draft £m	Variance £m
Local Share of Business							
Rates	51.441	51.411	51.411	0.000	52.470	52.470	0.000
Top Up	21.252	21.252	21.43	0.178	21.677	21.850	0.173
RSG	64.556	48.501	47.85	-0.651	36.923	32.760	-4.163
Unringfenced Grants	23.249	24.679	21.635	-3.044	24.777	19.757	-5.020
Assumed Council Tax	140.975	146.481	146.5	0.002	150.071	150.503	0.432
Total	301.473	292.324	288.809	-3.515	285.918	277.340	-8.578

Main grants and income	2018-19			2019-20		4 Year Change	4 Year % change
	Bud Cons £m	Draft Settlement £m	Variance	Draft Settlement	£m	%	
Local Share of Business							
Rates	53.519	53.519	0.000	54.589	3.148	6.1%	
Top Up	22.111	22.500	0.389	23.210	1.958	9.2%	
RSG	25.440	22.820	-2.620	13.230	-51.326	-79.5%	
Unringfenced Grants	24.777	15.032	-9.745	13.507	-9.742	-41.9%	
Assumed Council Tax	152.971	154.632	1.661	157.000	16.025	11.4%	
Total	278.818	268.503	-10.315	261.536	-39.937	-13.2%	

3. Consultees and their opinions

This report is based on consultation with the Council's Directors Group and Cabinet Members. A report elsewhere on the agenda sets out the public's response to the consultation we have undertaken in relation to the 2016/17 budget.

The Director of Resources has also contacted Group Leaders as follows:-

Dear Group Leader

As part of the Draft Local Government Finance Settlement announced last week, as your statutory finance officer (often referred to as the s151 officer) I have been asked to give the Department of Communities and Local Government an indication of whether Kirklees is minded to take up the 2% flexibility offer (in whole or in part) for council tax referendum limits for Adult Social Care Authorities.

A copy of the full document is available at

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/486499/Council Tax Setting in 2016-17 - letter to Chief Executives.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/486499/Council_Tax_Setting_in_2016-17_-_letter_to_Chief_Executives.pdf)

The deadline is 5pm on 15th January 2015. I have discussed the position informally with Cabinet Members and they are minded to take advantage of this offer to increase council tax for 2016/17. There will be an opportunity to debate the draft settlement and this offer at Cabinet on 12th January 2015. Given that this is in advance of the Budget meeting in February and of the January Council meeting, Cabinet agreed I should write to all Group Leaders to alert them to this request and to offer an early opportunity for you to make comments.

We will be publishing a formal report for Cabinet on the Draft Local Government Finance Settlement on 4th January 2016, although comments after that date can be reported to the meeting itself.

4. Next steps

Cabinet will bring forward detailed budget proposals for the 2nd February 2016 meeting which will reflect this draft settlement, for consideration at full Council on 17th February 2016.

5. Officer recommendations and reasons

5.1 That Cabinet consider

- a) asking the Director of Resources to write to the Secretary of State indicating that Cabinet are minded to take advantage of the social care precept offer for 2016/17, and in doing so consider the balance of the interests of taxpayers with the pressures faced within the Council's Adult Social Care Service.
- b) whether to respond to the other consultation proposals.

6. Cabinet portfolio holder recommendation

Cllr Graham Turner agrees with the recommendations.

7. Contact officer and relevant papers

Debbie Hogg, Assistant Director, Financial Management, Risk & Performance
Eamonn Croston, Strategic Council Finance Manager

8. Director responsible

David Smith, Director of Resources

9. Background Papers

Provisional local government finance settlement: England, 2016 to 2017 and future years – Department for Communities and Local Government <https://www.gov.uk/government/collections/provisional-local-government-finance-settlement-england-2016-to-2017>

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Name of meeting: Cabinet
Date: 12th January 2016

Title of report: Findings from the public budget consultation

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes
Is it in the Council's Forward Plan ?	N/A
Is it eligible for "call in" by Scrutiny ?	No – The report is for information only.
Date signed off by <u>Director</u> & name	David Smith – 4 th January 2016
Is it signed off by the Director of Resources?	Yes (see above)
Is it signed off by the Assistant Director (Legal Governance and Monitoring)?	Yes Julie Muscroft – 29 December 2015
Cabinet member portfolio	Cllr Graham Turner

Electoral [wards](#) affected: All
Ward councillors consulted: None

Public or private: Public – for information

1. Purpose of report

- 1.1 To provide feedback on the findings from the public budget consultation for consideration by councillors as part of the budget setting process.

2. Key points

Our approach

- 2.1 Following the publication of the council's Medium Term Financial Plan (MTFP) – our "Budget Book" – in October 2015, we ran a **six week public consultation**.
- 2.2 The **public consultation** ran for six weeks (Monday 26th October to Sunday 6th December 2015). We asked the public to 'weigh up' options on how the council will work differently in the future. They did this by choosing which statement out of two best matched their opinion against 12 options. These options were focused on how the council can best support its three key priorities:
- supporting communities to do more for themselves and each other
 - keeping vulnerable people safe and helping them to stay in control of their lives, and

- focusing on the things that only the council can do

It also asked the public state what they believe is the single most important thing the council does.

- 2.3 A **feedback questionnaire** was designed for public consultation, and this was promoted alongside bespoke contextual information on the budget, the ‘budget book’ and feedback from the 2014 budget consultation. The purpose of these was to provide people with contextual information about the budget planning process, the cutbacks that still need to be made and how we have involved people in conversations about the budget so far, as well as a structured format for sharing their views. A **questionnaire booklet** was designed for a small print run to be made available for networks and communities groups, on request.
- 2.4 These core consultation documents were published online at www.kirkleestalk.org along with the wider ‘It’s Time to Talk’ engagement activities, promotional tools, videos and a ‘Community Challenge’ – see paragraph 2.5. The consultation was also accessible directly at www.kirklees.gov.uk/budgetconsultation for promotional activities directly aimed at the consultation.
- 2.5 The ‘Community Challenge’ asked the public which of 12 activities they could do to make a difference in their local area.
- 2.6 We used a range of **communication channels** to help raise awareness of the consultation and encourage people to take during the consultation period – for example press releases, the council’s website, social media (*Facebook* and *Twitter* – paid for promotions), contact with local groups and networks (via VCS link officers at Kirklees Council) and our Kirklees e-panel. Paper copies of the consultation booklet/questionnaire were available for community groups and networks if a request was made for these. Posters promoting participation were on display in public buildings, and the staff at library buildings were briefed to encourage online participation on library computers.
- 2.7 We have encouraged people to take part in the consultation online wherever possible to help to save the council time and money, and only a small print of paper copies were available by direct request. In addition we have supported people to share their views in other ways where this was felt to be more appropriate (via email consultation@kirklees.gov.uk)

Who took part?

- 2.8 The **response rate** for this budget consultation was not as high as last year – which was the highest to date. In 2012 we had just 13 responses to our budget consultation; in 2013 we had 517 responses and in 2014 we received a total of 4595 responses across two phases (1679 in Phase 1 and 2916 in Phase 2); and in 2015 we received a total of **1410 responses**. This level of response emphasises the increasing awareness of the budget challenges faced by the council and the strength of feeling amongst local people. However, the 2014 budget consultation required more intense and wider engagement with specific, potentially effected groups, as it consulted on specific budget changes for 2015-18, and is still used to inform budget discussions.

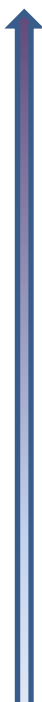
1410 responses

- 2.9 We received 1410 questionnaire responses – 1410, all of which were received online. We also had 2 separate comments via email, plus an additional 3 responses to the open text question via social media (*Facebook*).
- 2.10 Of the **1410** completed questionnaires we received, the majority (90% - 1229 people) came from Kirklees residents. 272 responses (20%) were from Kirklees Council employees - many of whom are also Kirklees residents. We received 22 responses on behalf of local community groups/organisations and 13 on behalf of local businesses.
- 2.11 There were more responses from South Kirklees (69%) than North Kirklees (27%). The age of participants ranged from 18 to 92, and 62% (832 people) were female. 8% (88 people) said they were from a Black and Minority Ethnic (BME) background, 10% (140 people) identified themselves as disabled and 6% (69 people) as Lesbian, Gay or Bisexual. 72% (980 people) said they were in paid work. This level of response from the different areas and groups remains consistent with previous years consultations.

The findings

2.13 The first part of the questionnaire asked people for their views on 12 **options** for how the council can work differently, and 'weigh up' which of two statements for each best matched their own opinion. The 12 options were on how the council can support its three key priorities by focusing its resources and budget. The table below summarises the responses given, with the options listed in order of most popular response to each of the 12 options, with the highest level response first.

Most support



Rank	Total %	Most supported 'weighing up' options
1	(84%)	Parents have a clear responsibility for getting their children to school safely
2	(83.5%)	I think the council should help to maximise disabled people's independence by helping them do more for themselves
3	(81.5%)	I think that the council should use modern technology to deliver services and reduce costs wherever possible
4	(74%)	I would generally prefer to travel to a central location, with a wider range of services available
5	(74%)	Parents and voluntary organisations should provide services for young people, such as out of school activity
6	(73%)	The council should focus its resources on preventing people dropping litter and fly-tipping
7	(68.5%)	The council should prioritise its own budget concentrating on the services it should provide
8	(63%)	I would be prepared to make a voluntary financial donation when I use a service
9	(60%)	People should be willing to pay a small extra amount of money for these services that don't usually have a charge
10	(57%)	I think it's important that the council sets aside some money to support new and existing businesses
11	(55.5%)	I think the collections should stay where they are now
12	(52%)	The council should prioritise maintaining services that are used by most people or that all residents benefit from

The table below summarises the responses given, with the options listed in order of unpopular response to each of the 12 options, with the lowest level of response first:

Least support



Rank	Total %	Least supported 'weighing up' options
1	(16%)	The council should provide services that enable children to get to school safely
2	(16.5%)	I think it's important to meet the needs of disabled people by doing things for them
3	(18.5%)	Modern technology doesn't really suit me - I need to have other options available to me
4	(26%)	The council should provide all services for all young people
5	(26%)	I would generally prefer to travel to separate places to access different services
6	(27%)	The council should focus its resources cleaning up litter and abandoned waste
7	(31.5%)	The council should top-up other public service budgets where they have reduced, to help preserve the services they provide
8	(37%)	I would not be prepared to make a voluntary financial donation when I use a service
9	(40%)	People should not be asked to pay extra for these council services that don't usually have a charge
10	(43%)	I don't think that the council should set money aside to support new and existing businesses
11	(44.5%)	I think the council should hold exhibitions in new and different locations around Kirklees
12	(48%)	The council should prioritise maintaining services for the most vulnerable adults and children in Kirklees

- 2.14 The final question asked people to state what they think is the single most important thing the council does. We received **752 responses** to this question (plus an additional 3 when the same question was asked on social media *Facebook*), and these have been themed. 53% of respondents to the consultation provided an answer to this question. The most popular theme was **supporting vulnerable people** with roughly a third of participants indicating that this is the single most important thing the council does. Other popular responses were **waste collection, services for all, education, the environment, safe communities** and **roads**. A full list of these responses is provided at Appendix 2, and a breakdown by theme with illustrative quotes at Appendix 3.
- 2.15 A 'marked-up questionnaire' (MUQ) containing the full set of findings and a breakdown of who responded is provided at Appendix 1.

Comments

- 2.16 We received some comments during the consultation via email:
- 2 comments via email to consultation@kirklees.gov.uk
- 2.17 A full transcript of additional comments received outside of the consultation is provided at Appendix 5 for reference.
- 2.18 No deputations or petitions were received by Cabinet.

Equality Impact Assessments (EIAs)

- 2.19 As part of the budget process, services have used Equality Impact Assessments (EIAs) to help understand the potential impact of different budget options and ideas on different groups of people. A complete list of all the EIAs undertaken and where to find them is provided at Appendix 4.

3. Implications for the Council

- 3.1 Public consultation is an important part of the budget setting process. It helps us to ensure that we have considered the views of different communities in Kirklees as part of our planning and decision making. The findings must be taken into account alongside the detailed findings from last year's budget consultation and other available intelligence and should be used to help inform thinking. Consultation is not devolved decision making, however: ultimately, the final decisions about the budget are made by Council and operational decisions arising from the budget are made by Cabinet.
- 3.2 For consultation to be genuine we need to ensure that it is undertaken when proposals are still at a formative stage, that adequate information is given to enable consultees to respond, that adequate time is provided in which to respond and that decision makers give conscientious consideration to the response.

4. Consultees and their opinions

- 4.1 The budget consultation was developed by a working group of officers, led by Jane Brady. As part of this process, Assistant Directors and Comms Board were engaged to consider options and ideas to be included as part of the overall budget consultation. The group has also been receiving legal advice throughout the process.

4.2 As part of the budget process delegated authority was given to the Director of Resources (David Smith) in consultation with the Leader (Cllr Sheard) and Cabinet portfolio holder for Resources (Cllr Turner) for finalising the approach and content of the consultation.

4.3 Further discussion also took place at Executive Team Meeting (Oct 2015) to help agree the content of the consultation.

5. Next steps

5.1 The consultation findings (as per this report) will be taken to the full Council meeting on 20th January 2016.

5.2 Final budget decisions will be made at full Council in February 2016. Members will be reminded about the consultation as part of that decision making process in February and the need to have full regard to it.

6. Officer recommendations and reasons

6.1 It is recommended that the findings of the consultation (as per this report and appendices) are presented to Council on 20th January 2016.

6.2 Councillors must consider the consultation findings (in line with the advice in paragraphs 3.1 and 3.2) and take into account this feedback alongside EIAs and other relevant information to support the budget planning process and decision making.

7. Cabinet portfolio holder recommendation

In agreement with officer recommendations above.

8. Contact officers and relevant papers

Nicki Boothman Policy Team, Communities, Transformation and Change
Liadan Buggy Policy Team, Communities, Transformation and Change

All the relevant papers are provided here as appendices.

- Appendix 1: findings from Consultation (% responses to core questions)
- Appendix 2: final question comments - full transcript
- Appendix 3: final question comments - illustrative examples (themed)
- Appendix 4: full list of Equality Impact Assessments (EIAs) and where to find them
- Appendix 5: additional email comments received

9. Assistant director responsible

Jane Brady, Assistant Director for Customer & Exchequer Service

Budget Consultation:

It's time to talk about the budget 2016-17

Full summary of responses (marked up questionnaire):

1410 responses received

Budget Consultation

This time last year, we held a two phase budget consultation, which helped our councillors to make decisions on our 2015-16 budget. You can read a summary of what you told us in the phase one report and phase two report.

Because you gave us your feedback on many future options and ideas last year, we can continue to use your ideas to help us make decisions for 2015-16 and beyond. We are now developing new ways of working as we start our journey to become your New Council. We'd like your help to 'weigh up' some options for how we do things differently.

We need your council's budget to best support our three key priorities in Kirklees:

- supporting communities to do more for themselves and each other,
- keeping vulnerable people safe and helping them to stay in control of their lives, and
- focussing on the things that only the council can do

More information on how the council spends its money: **The Council's Budget Summary**

Your input will help us to understand what you support the most, and least. Your views will then be considered by councillors alongside other information before the final budget decisions for 2016-17 are made in February 2016.

The questions are divided into two sections:

- Section 1 - where you choose which statement comes closest to your own opinion
- Section 2 - to help us see how views differ between groups.

Section 1 - which statement comes closest to your own opinion

Thinking about where it is most important for the council to focus its resources, which of these two statements comes closest to your own opinion:	
716 (52%)	The council should prioritise maintaining services that are used by most people or that all residents benefit from
661 (48%)	The council should prioritise maintaining services for the most vulnerable adults and children in Kirklees
Thinking about non-essential council services that people use occasionally, which of these two statements comes closest to your own opinion:	
829 (60%)	People should be willing to pay a small extra amount of money for these services that don't usually have a charge
548 (40%)	People should not be asked to pay extra for these council services that don't usually have a charge
Thinking about services that people use occasionally, which of these two statements comes closest to your own opinion:	
868 (63%)	I would be prepared to make a voluntary financial donation when I use a service
510 (37%)	I would not be prepared to make a voluntary financial donation when I use a service
Thinking about the locations where people access Kirklees services, which of these two statements comes closest to your own opinion:	
1020 (74%)	I would generally prefer to travel to a central location, with a wider range of services available
353 (26%)	I would generally prefer to travel to separate places to access different services

Thinking about how you contact the council, which of these two statements comes closest to your own opinion:	
1124 (81.5%)	I think that the council should use modern technology to deliver services and reduce costs wherever possible
255 (18.5%)	Modern technology doesn't really suit me - I need to have other options available to me
Thinking about supporting the local economy, which of these two statements comes closest to your own opinion:	
778 (57%)	I think it's important that the council sets aside some money to support new and existing businesses
597 (43%)	I don't think that the council should set money aside to support new and existing businesses
Thinking about other public service organisations, for example; Police, Health Services, Colleges etc., which of these two statements comes closest to your own opinion:	
433 (31.5%)	The council should top-up other public service budgets where they have reduced, to help preserve the services they provide
940 (68.5%)	The council should prioritise its own budget concentrating on the services it should provide
Thinking about the Kirklees art and heritage collections, which of these two statements comes closest to your own opinion:	
605 (44.5%)	I think the council should hold exhibitions in new and different locations around Kirklees
754 (55.5%)	I think the collections should stay where they are now
The council and residents working together	
Thinking about residents' responsibilities and things the council does, which of these two statements comes closest to your own opinion:	
1150 (84%)	Parents have a clear responsibility for getting their children to school safely
223 (16%)	The council should provide services that enable children to get to school safely
Thinking about residents' responsibilities and things the council does, which of these two statements comes closest to your own opinion:	
1000 (73%)	The council should focus its resources on preventing people dropping litter and fly-tipping
377 (27%)	The council should focus its resources cleaning up litter and abandoned waste
Thinking about residents' responsibilities and things the council does, which of these two statements comes closest to your own opinion:	
1011 (74%)	Parents and voluntary organisations should provide services for young people, such as out of school activity
353 (26%)	The council should provide all services for all young people
Thinking about residents' responsibilities and things the council does, which of these two statements comes closest to your own opinion:	
1139 (83.5%)	I think the council should help to maximise disabled people's independence by helping them do more for themselves
225 (16.5%)	I think it's important to meet the needs of disabled people by doing things for them

What do you think is the single most important thing the council does?

752 responses (53% of participants)

+ 3 from social media (Facebook)

Text characters remaining: 100 left

Section 2 - About you

This section asks you for some details about you. Please answer these questions as the information will help us to understand who has responded to the consultation and any differences in views between groups. As with all the questions, your answers are completely confidential and will not be used to identify you as an individual.

Are you completing this questionnaire:	
1229 (90%)	as a Kirklees resident
272 (20%)	as a Kirklees employee
13 (1%)	on behalf of a local business
22 (2%)	on behalf of a local community group / organisation
18 (1%)	in another capacity

What is the first half of your postcode? (e.g. HD5)

1340 postcodes provided in total
1279 (95%) recognised Kirklees postcodes
122 (5%) outside Kirklees or invalid

361 (27%)	North Kirklees
918 (69%)	South Kirklees

Are you:

832 (62%)	Female
519 (38%)	Male

What was your age on your last birthday?

1320 ages provided (range 18 to 92 years)
(1323 ages received in total – 3 invalid and not included)

0 (0%)	<16 years
20 (1.5%)	17 – 24
151 (11%)	25 – 34
317 (24%)	35 – 44
363 (27.5%)	45 – 54
293 (22%)	55 – 64
176 (13%)	65+

Do you consider yourself to be disabled?

140 (10%)	Yes
1220 (90%)	No

What is your ethnic group?

45 (4%)	Asian / Asian British	1185 (92%)	White
10 (1%)	Black / Black British	18 (1%)	Other ethnic group

33 (3%)	Mixed / Multiple ethnic groups			
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How would you describe your sexual orientation?

1121 (85%)	Heterosexual / straight		34 (3%)	Gay man
20 (2%)	Bisexual		101 (8%)	I am not prepared to say
15 (1%)	Lesbian / gay woman		36 (3%)	None of these

Are you:

980 (72%)	Working (either full-time, part-time, self-employed, freelance or doing any other kind of paid work)		35 (3%)	Caring (unpaid) for a dependent relative
249 (18%)	Wholly retired from work		6 (0%)	In full-time education (at school, college or university)
13 (1%)	Unemployed and available for work		39 (3%)	Other
46 (3%)	Long term sick or disabled			

Thank you for taking the time to share your views, **please click submit to finish.**

You'll be taken back to It's Time To Talk where you can take part in the Community Challenge!

Budget Consultation:

It's time to talk about the budget 2016-17

List of all comments received to Q:

What do you think is the single most important thing the council does?

Please note this is a direct copy of the responses to the question without editing.

What do you think is the single most important thing the council does?

(max. 100 text characters)

752 responses (consultation) 3 responses (social media *Facebook*)

- What do you think is the single most important thing the ...
- Supporting vulnerable children and adults
- household glass and green waste collection
- Making sure that the communities are safe and happy.
- Looking after and supporting vulnerable people
- Collect Council Tax
- Keeping people and community safe
- Support residents
- Helps people to do more for themselves and the community around them
- Coordinates communities and services.
- social order
- Provides opportunities for people to help themselves but could do better.
- How can this be answered! what can be gleaned from the results! Flawed questioning.
- Takes the views of its community seriously.
- Look after their disabled residents.
- looks after vulnerable children and adults
- I think they should concentrate on road networks and improvements
- Waste collection
- protecting children and old people at greatest risk
- Keeping local services local and maintaining street and highway safety.
- providing the best public services for all
- empty the bins
- Supervising, paying (and organizing?) public services
- services for the most disadvantaged to improve their quality of life
- Education
- Caring for the vulnerable
- There is no SINGLE thing
- supports vulnerable older people
- Children's Education
- Protection of vulnerable children and adults, community health and wellbeing.
- Provides essential services for vulnerable children and adults.
- Libraries
- Ensure people are safe and supported where required
- Support young people in education, training and volunteering, then in supporting older generation.
- I dont think there is a single most important thing the council does. It depends on the user's age.
- refuse disposal
- They try to do what's best for all the community
- Provides services
- Concentrate on things that really matter
- helping people (whether individually or in groups) to help achieve their needs, wants, education etc
- supporting the vulnerable
- Empty bins
- caring for vulnerable people
- This is hard to say because of waste, bad workmanship, over staffing of certain positions.
- Bin emptying, maintaining planning laws, keeping vulnerable people safe, maintaining local heritage
- makes sure that vulnerable adults and children are safe
- Provides Bin Collections

- Offers a wide range of activities for people to improve Health and Well being e.g Libraries, Museums
- Keeping roads in a good condition (this could be better) so we don't all grind to a halt.
- children and adults services
- Rubbish Collection
- supporting vulnerable adults and children
- Ensure their local area runs safely efficiently happily and well. Happy safe cared for residents.
- ensure the well being of it's residents
- provide services that residents need, library services, refuse collection, road repairs, street ligh
- Provide the services which keeps its residents safe, healthy and supported where appropriate.
- Everything!
- Emptying the bins
- Creating attractive and thriving area which has strong economy, culture and heritage.
- Looking after people who need care
- I personally think, that KMC spends too much of OUR money internally instead of the residents.
- Has to keep the essential services going that affect everyone who pays council tax.
- Listen to what the residents in the area want. Install more cameras to fine and prevent littering
- Waste collection
- Strategic coordinator of finances and services for its population
- Provide & Maintain the local infrastructure, so that residents can work & live well for themselves.
- Care of vulnerable - old or young.
- Looking after vulnerable people,young and old
- sets the standard by encouraging,training and guiding
- refuse collection
- helps with housing benefit
- Housing
- It should provide access to further education, the arts and recreation for those unable to pay
- economic regeneration
- represents the people of the district
- Looks after our public buildings
- it SHOULD ensure the core infrastructure is maintained at a decent level throughout kirklees
- social care, environmental health (bins, waste, food etc)
- social services
- Refuse collection
- maintaining a safe and healthy environment for all its inhabitants
- roads
- Helping elderly/disabled/vulnerable people where there is no family support
- They make Kirklees a fabulous place to live work and visit!
- listen to people
- Refuse collection
- Refuse collection and keeping Kirklees clean and safe.
- Keep everyone safe
- Providing a safety net for our vulnerable elderly people
- Helping disabled, disadvantaged, elderly and sick members of our society and their families.
- There isn't one. All the services the council provides, at some level are important to everyone.
- Provide a co-ordinated approach (guidance) on service provision
- Providing care for the elderly, vulnerable adults and children.
- Act to reduce the council tax.
- Most important = ensuring vulnerable people are supported.
- protect vulnerable adults
- to get it right - stop been wasteful reduce work sherkin and not support staff who never perform
- Caring and supporting vulnerable people, whether this is elderly people or vulnerable children.
- Have access to services in the local community
- Stewardship of public resources.
- Provides and maintains infrastructure which supports the community of Kirklees.

- Supporting disabled and older people with care and support
- coordinate activity to ensure efficient delivery of services
- Provides a fantastic education for our younger community
- Look after the vulnerable
- provide people with somewhere safe to live
- Provide essential utility services such as waste collection
- Providing a single point of contact for people wanting to access social care.
- Providing help for vulnerable adults and children that is easy for them to access and available to t
- Provides housing for those unable to afford to house themselves.
- Keeping the streets clean and safe
- Supporting people and organisations to work for the community
- bin collections
- education
- Represent and protect the community, educate children, protect the elderly and vulnerable.
- Provide care for the elderly and children
- waste collection
- empty the bins
- providing support to disadvantaged groups
- Made Dewsbury & Batley Towns Grave Yards for Local Businesses
- Supporting vulnrable adults and children
- Waste ie bin emptying and bulky waste collection
- Provide good servcie at the point of contact
- Providing support for vulnerable people who need it
- Safeguards children
- You cannot pick a single thing but high on the list is keeping children safe/bins
- It is to spend public money wisely by ensuring its processes are as efficient as possible
- Provide essential services
- protect children and vulnerable adults
- educate young people
- Funding the arts
- Child protection
- Keep library's open
- Provide homes
- Protects our local environment
- Bin collections
- Provide Refuse collection and libraries
- Collect rubbish bins
- Provide statutory services for children and adults
- remove refuge
- Provide essential services for all.
- Protect vulnerable and disabled people.
- Not one single thing. Can't even guarantee the buns are emptied as per the new rotas
- Refuse and keeping the town clean and welcoming is important.
- ????????
- Meeting the needs of vulnerable children and adults
- provide schooling closet to where a child lives
- Support people to do things for themselves, make individuals responsible for their actions & empower
- Serve as a safety net for the vulnerable.
- collects rubbish
- Keeping the streets clean and tidy
- Provide good social housing
- Maintenance of the public realm e.g. roads, paths, parks
- This is impossible to say. However from line services like child protection social work is high need
- Ensuring that Kirklees is a safe and pleasant place to live for ALL residents

- leading
- Public services.
- Waste removal and disposal.
- Provide waste collection
- Provide essential services with the minimum amount of wastage
- Aside from the management of the host of services provided; refuse collection.
- Helping elderly/disabled/vulnerable people where there is no family support
- Social Services, especially for vulnerable children
- Looks after vulnerable people at the moment but needs to keep essential services running
- Look after vulnerable people
- Provision of education
- Education,
- Safeguarding children, young people and vulnerable adults. support for community learning
- wastes money
- Collects rubbish
- No thoughts on this
- Emptying bins
- Provide services for the vulnerable and elderly
- provide essential services as cheaply as possible without cutting corners
- Provides essential services for all residents.
- manage the budget wisely with no more silly schemes which come to nothing i.e. fish farming.
- Protect Vulnerable People
- Be held to account by local people
- Litter & waste management
- Education
- keep the streets clean from litter - a tidy environment is more likely to promote tourism
- keep people safe and healthy
- A safety net for vulnerable people. This can include prevention and targeted services.
- Maintains a structure for society to live in a clean, sociable manner
- Be there for people when they have no one else who can help them at that time
- look after the older people who on the most part have paid in a lot of money into the system.
- Maintain law and order
- safe-guarding
- Too simplistic a question - the council should provide the essential services
- Safeguarding children and ensuring their welfare.
- deal equally with areas on a racial and financial basis
- Maintain roads
- Protect the vulnerable
- empty bins
- I wanted to say something but you wouldn't allow me sufficient space!
- Supporting the most vulnerable people in the Kirklees community
- support the vulnerable as we live in a difficult time. These people can get forgotten
- Supporting disabled and elderly people
- Education
- support for the most vulnerable and their carers
- Safeguarding vulnerable children and adults
- Collect waste, maintain highways and safety
- Facilitating services for our youngest and most vulnerable children, the disabled and elderly
- secure long term housing
- Emptying bins
- Waste disposal
- Directly provide employment for local people
- Provides services for vulnerable people.
- Safeguarding and support for vulnerable adults and children

- the environment - parks/paths/bins and employing local people
- Education
- providing opportunities for young people, especially the younger play age group 8 - 12yrs
- Employ Local People
- Helping the elderly / vulnerable
- Difficult to say as they rarely listen to resident concerns, especially at Planning level.
- Picking street litter
- support vulnerable residents
- Refuse collection
- It unites people who live in the area, has a voice for its people, serves them the best it can
- Helps people in need
- safeguarding of vulnerable children and adults
- vulnerable people
- Providing residential and community social care for older and other vulnerable people
- Looking after vulnerable people
- Social Care
- keep the streets clean and the making the roads safe
- Safety and support
- keeping people safe whatever the service
- keeping the place clean, safe and helping residents with essential local services
- keep the streets clean and tidy
- Proved services for people in need
- Looking after vulnerable children, adults and families.
- looks after every resident in Kirklees irrespective of gender, age etc
- I think this dichotomous questionnaire is divisive
- Social care
- Safeguarding the elderly and ensuring the services being delivered are safe and effective
- Be the safety net when needed
- help vulnerable people
- Support the vulnerable regardless of age
- Rubbish Collection
- Maintain roads
- provide a library service
- Cares for people in vulnerable situations
- Social Care
- Provide advice and support to the vulnerable
- To my thoughts, it gives all a good standard of care and in an age where life is unpredictable .
- supporting social care
- It's not one thing, but only the council can carry out certain legally-obligated functions
- Help people
- Ensure its elderly residents are looked after & cared for when they're unable to care for themselves
- care and support the most vulnerable adults and children by maintaining their services
- provide essential services
- Provide social services, especially for the disabled.
- Providing care and support for the learning disabled.
- Housing is most important but needs improving
- adult service's
- There isn't a single thing. Many things the council does are very important and impossible to compare
- Provide education
- ensuring all its residents are safe and provide services that meet their ever changing needs.
- Supporting growth and development of Huddersfield e.g. growth of the University.
- Provide good quality education
- Taking care of public spaces. (including grass cutting)
- Libraries

- Education for all children. Helping maintain the best possible outcome for all children.
- Providing a safety net in several areas for vulnerable people
- Care for the vulnerable
- Care for Vulnerable children and adults
- Funding adult social care provision
- looking after children who have no one else
- social care
- repairs service is exceptional
- supporting people to live in the community
- Supporting young people and older people as required - especially in times of need eg Rapid Response
- Maintains the roads and keeps areas looking tidy.
- Nothing u stop short on everything
- Nothing
- Maintain roads
- Refuse Collection
- collects dustbins. Can't think of much else at the moment as not wholly aware of everything they do.
- Policing
- Supporting vulnerable adults and children
- Schools and education.
- Education services
- wasting tax payers money
- providing refuse collections vand tips
- Not be profligate with my money
- Empty bins
- Keeping my environment safe and clean providing facilities for all to use
- Empty the bins
- Ensure that education is one of it's top priorities !!!
- Providing social housing
- Provide services that are useful to the whole community
- providing support for vunerable people via social support locally we need one number for all servic.
- General Services but should weed out dead wood and overpaid penpushers
- budget so that all residents and businesses cam benefit from tesources available.
- rubbish collection
- Social care to the vulnerable
- Mental health services and other support for vulnerable people
- I think the Council should remember it is a service to the people of Huddersfield and Dewsbury
- Ensures good governance of public finance and services.
- Refuse collection
- Emptying bins (should be weekly!)
- Waste collection
- Protection of vulnerable adults and children
- makes me realise why I dislike the socialism
- Not a lot right to be honest should help people that are British to get more housing
- bin collections
- Protect vulnerable adults and children
- To be honest I'm not sure, but I would like to think it's local education,
- Education
- Maintains local country side for future generations to enjoy including, keeping bridleways clear
- Waste Mooney
- The green spaces and enviroment , ask yourself what makes you feel good when on holiday.win,win.
- roads
- Pays the bigwigs far too much!
- Manages the areas social infrastructure
- Supporting vulnerable adults and children with services they wouldn't otherwise access

- Id like the council to tell me what it thinks is of most value
- Makes wrong decisions
- Adult Social Care
- Protect vulnerable adults and children is vital
- Provide services that we have paid for.....
- bin and large rubbish collection. road gritting.
- Making the streets secure.
- Caring for the vulnerable
- Provising sevices for vulnerable young people and adutls
- Protecting and managing open green spaces, including heritage sites
- Empty bins
- Support children and vulnerable adults
- PROTECT CHILDREN
- Provide the services no one else could or should provide.
- I think the council should stand up to central government with regard to cuts
- Maintain properties
- Provide and safeguard the full range of public services
- Services mesh together to be effective, not in isolation
- Early intervention
- Safeguarding vulnerable adults and children
- Ensuring the most vulnerable in society get the help they need
- Empty bins and keep streets free of litter
- Providing and monitoring services for the vulnerable - especially but not exclusively the elderly
- Adult Social Care and residential services for children and adults
- Protect children
- Education
- Impossible to answer
- Policing--- keeping the streets and our homes safe. It would be nice to see more community officers
- support for vulnerable people
- provides services to all of the community of Kirklees equally and without discrimination of any kind
- Provide essential services where it has a statutory obligation
- They do very little for the people who pay their wages so don't know
- emptying bins and cleaning up dog mess
- education
- I dont see there would be any difference should the council cease to function
- Highway maintainance
- Look after vulnerable people
- Increase spend on public services including street lighting - reduce crime & feel safer
- Refuse services
- Cleaning and refuse collection, including management of recycling
- vision & leadership to make our places environmentally sound, good for business and great for people
- ignore central government.Do your best for the people with the resources you have.
- Provide adaqueate infrastructure
- I wish you would try to attract industry over students. We need jobs here, not just in Leeds
- I wish you would try to attract industry over students. We need jobs here, not just in Leeds
- Care for the elderly
- Empty dustbins
- Roads, waste, planning question is too broad
- There is no one thing more important than others
- Education
- Always keep looking for improvement and do not be lethargic and complacent .
- Infrastructure especially roads
- Bin Collection
- Provide local services

- Maintaining the infrastructure of the district
- Rubbish collection keeping the streets clean and free from vermin
- At the moment nothing
- Funding organisations that support young people and those with disabilities through creative arts
- Maintain emergency services, preventing crime, fire prevention and NHS services
- Not value for money
- Protecting the vulnerability of children and providing an excellent quality education.
- Collects bins as it's the only service I feel I get from my monthly huge payment of council tax
- Listen to what its population tells it it needs
- Empty bins
- What do the council do ?
- Provide safe environment to live in and thriving areas
- Provide youth services
- its what it doesnt do!! it prioritises the needs of outsiders rather than its own residents
- Planning.
- Provide a clean safe environment within budget
- Preserve the local green belt
- Keeping people safe, eg- more attention needs to be put on residential roads- speed restrictions req
- keeping streets clean and safe so that people want. to visit out town bring money in.
- Leaves Dewsbury to continue to deteriorate instead of spending money to regenerate it.
- spend the money wisely and make every penny count
- It tries to run the area as efficiently as possible.
- Provide a variety of services to people in the community
- Gritting roads & rubbish collection
- Road maintenance
- Housing
- refuse collection
- provides services for vulnerable individuals
- Roads and Refuse collection
- Ensuring a safe friendly and supportive environment for all residents.
- Provide and support services for those with disabilities, obvious and hidden
- Doing things that others can;t - better quality too
- There is no one single thing.Stop wasting money on propaganda and consultants.Show some leadership!
- keep the roads maintained and safe. eg gritted
- Collecting Waste, maintaing pot holes
- Maintaining and supporting schools to a high standard to ensure that young people have a sound start
- Environment
- bin collections
- They should maintain the town and surrounding areas to a high standard
- safeguarding
- Keeping a balance across all council services
- Caring for vulnerable children
- It should listen to what all residents want, not just play politics
- Social care for Adults and Children
- seems to waste money very well
- Regularly emptying rubbish bins
- Keeping upto and regeneratng the local area.
- look after children
- Provide services for the older generation and those who through no fault of their own are unable too
- Refuse collection
- Ensure essential services run efficiently and economically.
- Provide services which are not available elsewhere e.g. refuse collection.Lending books now obsolete
- The council needs to continue to focus on the health and wellbeing of its residents in all it does
- Serve the needs of Kirklees

- Maximise the provision of public services through minimising welfare benefit cheats
- Educate
- I think providing services across the community and maintaining them in central locations
- all i get is my bin emptied every two week for £1200 a year .they waste a lot of money iv seen it
- Looking after vulnerable people
- road maintenance
- Providing the infrastructure which supports a balanced community
- Look after vulnerable and neglected children.
- Rubbish collection
- making sure Huddersfield is a safe and pleasant place to live,ignoring national guidelines.
- Care for the elderly
- Community cohesion
- Community cohesion
- education
- Looking after the local environment
- Appallingly pay its staff too high a wage especially the numerous 'managers' and senior managers.
- Provide preventative measures and support for people who need them.
- Keep the council tax to a minimum
- It acts as a central procurement facility
- Facilitate & enable continued normal Western lifestyle by providing basic services & transport links
- Organizing Local Social Cohesion!!
- Underpins communities and helps every individual feel part of a safe and supportive community
- Education
- Preserving communities
- maintaining local infrastructure
- Pay themselves far Too Much Money....
- Return public toilets this is one area of the uk were they have been removed its yuk people p publi
- Allow the general public to have a say in matters that have an effect on them.
- services and care for the most vulnerable - disabled, children, asylum seekers, elderly, mentally il
- Support the most vunerable members of our society.
- provide funding for preventory support services such as horton housing
- Reduce costs including pension payments and paying compensation
- it does not think hard enough about the decisions it makes before wasting hard earned council tax
- services.less money spent on trasnlating documents into foreign languages
- Emptying domestic bins and collecting fly-tipped or other dumped waste, street cleaning
- maintain the highways/transport infrastructure - to enable everything else to function
- Gritting the roads when necessary - a fantastic job
- Provides services for vulnerable adults & children
- Providing services that would otherwise not be undertaken
- provide appropriate support and services to disabled children and adults.
- refuse collection
- Refuse collection
- Voluntary organisations for young and disabled people who need some extra help, given to right peopl
- Helping the most vulnerable in terms of education and accessibility to opportunities to be part of t
- keeping us safe
- Provides housing for those in need
- Caring for vulnerable older people and children.
- Looking after the most vulnerable in the community
- Care to elderly & truly (not pretending) vulnerable persons.
- collecting household waste
- Provides services for elderly and vulnerable people
- Helping homeless.
- Maintain the basic infrastructure - health and safety Council responsible services
- Supporting education and public health.

- supporting the vulnerable in our community
- Education
- Refuse collection and even at this is poor. It is difficult to think of anything else it does,
- there is more than one important thing, but serving the public
- Education
- Supporting the most vulnerable members of the public.
- bin collections
- Unsure probably school and social work
- Providing services for the local area
- Supporting the needs of it's community, particularly people facing bigger barriers.
- collect rubbish
- Protection of Vulnerable adults and children
- Promote children to be healthy, active and to play an integral role in their community (the future)
- I am not really sure what the council does.
- Social care for yung and old
- Supports the education of all Kirklees residents
- Maintain the ROADS
- remove household waste
- promote the Huddersfield area (should never have got involved with Dewsbury) as a place for business
- provides schools and they should all be good/outstanding not just some
- Social services - childrens and adults.
- Support those who are vulnerable.
- Re enablement team after some one has been ill or had an injury
- Getting people tp help themselves
- The most important thing is supporting local communities. it is essential it continues for everyone.
- Supporting residents to do more for themselves
- looking after vulnerable people
- Maintains statutory services while working in partnership with the Third Sector
- Esnuring the care and safely older people, people with disabled and those who are vulnerable.
- Manage and distribute resources and services for all areas.
- Refuse collection and recycling collection
- waste collections
- education
- Balance the books how the elected representatives feel fit
- Spend money equally across the town regardless of wealth.
- Protecting vulnerable children
- Empty my bin
- Maintains a streamlined service for residents
- Providing good education for the young
- Its important for the council to provide services cost effectively without loosing costumer service
- Provide decent homes.
- Provide decent homes.
- Social services, education, health homelessness
- Bin Collection
- Planning for the future
- Police, hospitals and schools
- Support its residents
- Empty bins
- impossible question
- Rubbish collection
- help the elderly
- Tree cutting
- Social services
- maintains a strong relationship with the local government in power

- They should provide provide affordable housing.
- fix the roads
- Look after their tenants
- Keep things running smoothly to the best of their ability, taking into account the budget awarded.
- Helping and protecting the genuinely disadvantaged members of the community
- I think the most important job is safeguarding young and elderly people. providing resources for the
- Helping people with council homes and repairs
- Collection of our rubbish
- The last question is not so clear cut it depends on the severity of the disability. Support for disa
- The most important thing that council dose is helping people with all the information they need.
- Providing social care services for our most vulnerable in society
- Roads!
- provide clean streets and footpaths
- I think the most important blunder has been the lack of street cleaning. Kirklees is a scruffy mess
- Providing modern accessible services and delivering value for money
- Wastes too much money on senior officers and higher up salaries and expenses should not be allowed.
- Mai tainroads and infrastructure... although kirklees do not do this well at all!
- It should be Planning & Building Control, but seems to fail in affordable housing
- Unfortunately residents believe that Kirklees council do not treat their constituents equally
- Decide how to spend our council tax wisely
- Offering experiences and resources to the public through its great museums, galleries and libraries
- Implementing State policies at a local level as determined by the elected Central Government.
- Helps vulnerable and needy people supports disabled and their carers
- Street lighting and rubbish collections
- Provide care for the elderly
- The council should do the minimum legally required as best it can with the minimum spend.
- I don now most of the time you only do what councilors want not the people 300 votes
- home care for the elderly/disabled/dying in their own homes
- the council protects the vulnerable.
- refuse collection
- provide facilities for council taxpayers
- Ensuring children get a fantastic education
- Keeping the local environment, clean, safe functional.
- Supports those most in need especially vulnerable children and adults
- looks after the adult and childrens services
- Takes their responsibility to provide social care services seriously, supporting providers.
- Education
- Attempt to maintain quality education and welfare
- Tracking down and prosecuting fraudulent claimants
- Regeneration
- Social care for all ages
- Looking after vulnerable people - old/disabled/abused.
- Providing housing
- Collect rubbish
- Provide Housing
- Keeping council tax as low as possible.
- Ensure it collects all monies due each year; spend money wisely, fairly, sensibly, transparently
- empty the bins
- Protecting children and vulnerable adults
- rubbish collection - thereby reducing the spread of disease and keeping the environment clean.
- social care
- Providing care for the elderly and under privileged
- Providing care for the elderly and vulnerable people and supporting I dependant living in this group
- Look after resients health and welfare

- i don't think there's one most important thing but refuse collection, child and adult protection
- Ensures vulnerable people are protected from harm.
- Road safety, childrens crossing, providing salt for off road residents, road repairs
- Supports residents to live in a safe, attractive and prosperous place
- ?
- provides a customer service centre for face to face contact
- care for vulnerable
- refuse collection and local roads
- Look after the vulnerable
- Stop wasting money on stupid things that are not needed
- auditing council funded services to ensure the best possible service and value. eg dementia care
- Looking after the needs of people who cannot afford to keep their property maintain
- Provide / commission care for vulnerable children and adults
- Waste money, even now with cutbacks
- Allocating money and services to the most vulnerable in society
- Road upkeep
- treat all residents the same. stop making non minority communities feel marginalised. breeds hate.
- Schools
- It does not remove rubbish effectively or frequently enough.
- Culture: everyone leaves Huddersfield because there's none. And you scrapped Festival of Light!
- schooling
- the council should not cut funds to social care, mental health support and children's support in sch
- They uncrease the independence of disabled people by helping them to do more for themselves
- to look after the overall wellbeing of its residents
- Maintaining services for vulnerable people.
- Refuse collection and recycling
- Care for the vulnerable in our society, irrespective of their age
- Makes a mess of things like paying parking fee when you have already pay by your blue badge
- services to safeguard vulnerable and increase independence as much as possible
- services to safeguard vulnerable and increase independence as much as possible
- Care for and protect vulnerable children and adults
- Provides safe affordable accommodation and continually strives to keep it maintained free.
- Empty bins
- Stop wasting tax payers money
- keeping the services & jobs these entail intact. look after their staff who will look after services
- Attract new business, big and small into Kirklees, particularly Huddersfield town centre.
- provide care for vulnerable adults and children
- Collecting all rents on time and in full. This is money the council needs to enable it to work well
- safeguarding
- Refuse collection
- SHOULD Have a long term plan which looks at addressing the causes of problems not just the symptoms
- children's services
- Social care yes please
- provision of core services such as rubbish collection, highway maintenance
- Waste money
- Provide services for vulnerable people
- keeping the roads fit for purpose
- There is no single act that is the answer, it's the combination of all that it should do well in.
- Regular rubbish collections / emptying wheely bins regularly
- The roads
- Look after their own
- Ensuring that services used by people remain functional and well run.
- maintain roads
- can't say just one thing

- Road infrastructure
- Provide the best quality, cost effective services for its residents.
- Provide access to services for the community such as libraries, sports centres and swimming pools
- Its not a good a good questtion to ask some one who beleaves in local gov. Services .asa huddersfi
- Protect the most vulnerable
- education followed by cleansing and waste
- Collecting the Council Tax and chasing up non payment vigorously. Non payment of Rent should also be
- Going on experience nothing
- Empty bins
- Children services vulnerable adults
- Planning. You are ruining the nature of this beautiful area. It's sad.
- Make sure waste collection is adequate
- Should treat all sections of the community the same and not give much much more to certain sections
- Wasting money on pomunsercumstance. Get back to basics and prioritise essential work, clean drains.
- Keep people safe, whether by street lighting, road safety or helping vulnerable people
- Emptying bins
- Running local services for the benefit of its tax payers
- keeping resident safe..... community safety/cctv
- Rubbish collections
- Supporting and protecting vulnerable people.
- investing in public infrastructure -roads etc
- Provide libraries and resources for young people.
- Help the high street by reducing landlord and business rates
- the council no longer considers the responsibilities it has to the people of the borough important
- Keeping the roads in a good condition
- Education
- Protect childrens health, wellbeing & education from effects of community deprivation/family poverty
- Make poor choices with a lack of foresight and often accidentally line the pockets of those involved
- What a biased questionnaire! And what services are you talking about? Impossible to choose answers
- Looking after the environment in which we live, i.e. litter, lighting, highways etc.
- Acting as a focal point for services and information
- Help people who are elderly or disabled to be as independent as possible
- Upkeep of roads,paths,waste disposal,lightingand recreational facilities
- Communications - before changes take place and why it is necessary.
- Bin collection
- Be a central point of conact
- Working with all agencies to provide safe place for inhabitants. High risk area for cultural unrest
- providing public health services
- Spends our money foolishly
- Keeping face to face contact and customer service centres where I can go for face to face advice.
- Supporting the provision of services that help to keep people active and healthy
- Ensuring rubish is collected and disposed of and increasing recycling
- bin collection
- generates employment
- Education
- welfare
- Collects rubbish
- not really sure
- Safeguards vulnerable children.
- Empty the bins
- Schools and waste disposal
- ensure properties are safe
- Co-ordinating care for vulnerable adults and children
- Dealing with vulnerable adults and children

- Empty bins
- Keep people safe eg roads and gritting in winter are examples
- provides a safe haven for those that are different to go to where they can be discriminated for being
- Organises the budget to ensure we get maximum value in services for our money
- Is this survey secretly about closing museums/libraries? If so please do not. It is barbaric.
- Lower business rates so more people have the opportunity to open new business
- Education! Earlier quest. on young pple is misleading. Everyone should help!
- Bin collection
- Maintaining an infrastructure which enables the community to function
- Mobile library for people who can't get out so far.
- Social care - vulnerable adults and children
- look after the roads
- look after the vulnerable who have no one to look after them properly
- Protect vulnerable children and adults
- Keeping the area clean, safe and healthy
- Helps to keep Kirklees communities connected by providing services and enriching people's lives
- Social Care
- Unsure
- Ensuring the services for vulnerable people, and current services to the wider public.
- I cannot pinpoint one service, there are numerous equally important services, eg early education and
- maintain social services
- be there for the community to provide the services it needs
- Keeping up and adapting to change to enable us to move forward and exist as a Council
- Keeping children safe from harm
- Provide vulnerable adults and children with access to support
- Protection of vulnerable people
- Support vulnerable people and enable the rest of us to do it ourselves
- Safeguarding the vulnerable, young people and elderly by keeping services in house.
- focus on the needs of Kirklees people
- provide jobs
- provide support for older/vulnerable adults and children in the community
- Provides valuable services to vulnerable customers
- support those who can't support themselves
- Providing help, support and advice to vulnerable people
- no idea
- Vulnerable families and young people
- Maintaining roads and pavements, including pot hole filling and clearing rubbish, foliage etc.
- safeguards children and vulnerable people
- make sure that the Kirklees area stays safe and productive
- Thriving town centres and supporting local business
- Keeps vulnerable children and adults safe from harm
- Should provide services for vulnerable, elderly and disabled people and education for children
- Provides and maintains essential services for the residents of Kirklees
- Supporting provision and care for vulnerable adults in the community
- provide local infrastructure and social care
- providing support to vulnerable adults living in their own homes
- Supporting vulnerable adults to live a full life within the community
- protects the vulnerable
- Improve schools so they are all the same quality; would reduce competition for places & results
- Protect vulnerable children.
- Supporting vulnerable people
- Emptying Bins, street cleaning
- Providing a clean and functional place to live and work
- Maintaining a safe and clean environment as that is the foundation of overall good health.

- Wastes money and provides a bungling incompetent service to all the residents in the district
- Ensuring the safety of vulnerable adults and children
- Safeguarding

Social media:

- They look after there community and housing tenants
- Caring for our elderly and vulnerable in society
- Safeguarding and providing social care support to eligible children and adults

Budget Consultation:

It's time to talk about the budget 2016-17

Themed comments received to Q:

What do you think is the single most important thing the council does?

752 responses received (53% of participants answered this question)
+ 3 received via social media (Facebook)

① Every respondent had a maximum 100 character limit for their response

- **Supporting vulnerable people** was the most popular topic, accounting for almost a third of responses here.
- **Waste collection** was clear second, from around 1 in 7 responses.

Other popular topics:

- **Services for all** (essential services, things only the council can do, serve local people)
- **Education**
- **Environment** (inc. parks, paths, public spaces, planning)
- **Safe communities** (inc. crime prevention, community cohesion)
- **Roads** (inc. maintenance, gritting, infrastructure)

A smaller number of responses were received on these topics:

- **Strong economy** (attract businesses, employ local people, help the high street)
- **Housing**
- **VFM /innovation** (be efficient and adaptable, act to reduce council tax)
- **Culture** (inc. libraries, museums, events)

Some 'don't know' responses, and general negative comments, were also received.

Supporting vulnerable people:

“services for the most disadvantaged to improve their quality of life”

“Looking after vulnerable people, young and old”

“Most important = ensuring vulnerable people are supported.”

“providing support to disadvantaged groups”

“Helping elderly/disabled/vulnerable people where there is no family support”

“care and support the most vulnerable adults and children by maintaining their services”

“Providing a safety net in several areas for vulnerable people”

“Looking after the most vulnerable in the community”

“Care for the vulnerable in our society, irrespective of their age”

“Safeguarding and providing social care support to eligible children and adults”

Waste Collection:

“Waste removal and disposal.”

“Cleaning and refuse collection, including management of recycling”

“Collects bins as it's the only service I feel I get from my monthly huge payment of council tax”

“Emptying domestic bins and collecting fly-tipped or other dumped waste, street cleaning”

“Refuse collection and recycling collection”

“Collection of our rubbish”

Services for all:

“Coordinates communities and services.”

“Provide & Maintain the local infrastructure, so that residents can work & live well for themselves.”

“Provide essential services for all.”

“keep people safe and healthy”

“ensuring all it's residence are safe and provide services that meet their ever changing needs”

“ignore central government.Do your best for the people with the resources you have.”

Education:

“Supports the education of all Kirklees residents”

“Provide good quality education”

“Ensuring children get a fantastic education”

“sets the standard by encouraging,training and guiding”

“Providing good education for the young”

“Ensure that education is one of it's top priorities !!!”

Environment:

“Taking care of public spaces. (including grass cutting)”

“Looking after the environment in which we live, i.e. litter, lighting, highways etc.”

“They make Kirklees a fabulous place to live work and visit!”

“Protects our local environment”

Safe Communities:

“Making sure that the communities are safe and happy.”

“Ensuring a safe friendly and supportive environment for all residents.”

“Community cohesion”

“make sure that the Kirklees area stays safe and productive”

Roads:

“Maintain the ROADS”

“Highway maintainance”

“Keeping roads in a good condition (this could be better) so we don't all grind to a halt.”

“keep the roads maintained and safe. eg gritted”

Others (inc. general, economy, housing, culture):

“Offering experiences and resources to the public through its great museums, galleries and libraries”

“Collect Council Tax”

“Be a central point of contact”

“Concentrate on things that really matter”

“Helping people with council homes and repairs”

“Supporting growth and development of Huddersfield e.g. growth of the University.”

Budget Consultation:

It's time to talk about the budget 2016-17

Equality Impact Assessments

EQUALITY IMPACT ASSESSMENTS [EIA] TO SUPPORT BUDGET

Below is a list of all the budget line proposals. The list gives a description of the budget proposal and indicates whether an EIA is attached to each budget line.

A full list of the Equality Impact Assessments can be found at:

<http://www.kirklees.gov.uk/you-kmc/deliveringServices/impactAssessments/impactassessments.asp>

A signposting link to these EIAs has been created from the main budget website pages and the main equality and diversity web pages.

Index of equality impact assessments, 2015-16

This index of equality impact assessments (EIAs) form part of budget proposal considerations.

The index is divided into directorates and service areas. The order of each titled assessment follows that of the budget book.

1) *Early Intervention, Prevention and Social Productivity*

- **EPS1 Early Needs Special Educational Needs (SEN) Support including Portage Service**
 - [EPS1 EIA Stage 1.xlsx \(34.81Kb\)](#) - Updated 26 Oct 2015
 - [EPS1 EIA Stage 2.doc \(55.81Kb\)](#) - Updated 26 Oct 2015
- **EPS2 International New Arrivals**
 - [EPS2 EIA Stage 1.xlsx \(34.15Kb\)](#) - Updated 26 Oct 2015
- **EPS3 Young People's Service**
 - [EPS3 EIA Stage 1.xlsx \(35.24Kb\)](#) - Updated 26 Oct 2015
 - [EPS3 EIA Stage 2.doc \(48.13Kb\)](#) - Updated 26 Oct 2015
- **EPS4 Early Intervention & Targeted Support**
 - [EPS4 EIA Stage 1.xlsx \(34.71Kb\)](#) - Updated 26 Oct 2015
 - [EPS4 EIA Stage 2.doc \(48.13Kb\)](#) - Updated 26 Oct 2015
- **EPS5 Gateway to Care (Children)**
 - [EPS5 EIA Front Cover.doc \(54.27Kb\)](#) - Updated 26 Oct 2015
- **EPS6 Children with disability - young people's activity team (YPAT)**
 - [EPS6 EIA Stage 1.xlsx \(33.22Kb\)](#) - Updated 26 Oct 2015
- **EPS7 Assessment Care & Management**
 - [EPS7 EIA Front Cover.doc \(54.27Kb\)](#) - Updated 26 Oct 2015
 - [EPS7 EIA Stage 1.xlsx \(35.69Kb\)](#) - Updated 26 Oct 2015
- **EPS8 Gateway to Care (Adults)**
 - [EPS8 EIA Front Cover.doc \(54.27Kb\)](#) - Updated 26 Oct 2015
 - [EPS8 EIA Stage 1.xlsx \(35.61Kb\)](#) - Updated 26 Oct 2015
- **EPS9 Supporting People**
 - [EPS 9 EIA Stage 1.xlsx \(34.63Kb\)](#) - Updated 26 Oct 2015
 - [EPS 9 EIA Stage 2.doc \(58.88Kb\)](#) - Updated 26 Oct 2015
 - [EPS 9 EIA Stage 3.doc \(64Kb\)](#) - Updated 26 Oct 2015
 - [EPS 9 Front Cover.doc \(50.69Kb\)](#) - Updated 26 Oct 2015
- **EPS10 Community Liaison**
 - [EPS 10 EIA Stage 1.xlsx \(36.16Kb\)](#) - Updated 26 Oct 2015
 - [EPS 10 Front Cover.doc \(51.2Kb\)](#) - Updated 26 Oct 2015
- **EPS11 Access to Services - Customer Service Centres**
 - [EPS11-1 EIA FrontCover.doc \(50.18Kb\)](#) - Updated 26 Oct 2015
 - [EPS11-1 EIA Stage 1-CCRC.xlsx \(35.63Kb\)](#) - Updated 26 Oct 2015
 - [EPS11-2 EIA Front Cover.doc \(51.71Kb\)](#) - Updated 26 Oct 2015
 - [EPS11-2 EIA Stage 1.xlsx \(34.52Kb\)](#) - Updated 26 Oct 2015

- **EPS12 Engaging Communities & Building Community Capacity**
 - [EPS12 EIA Stage 1.xlsx \(34.17Kb\)](#) - Updated 26 Oct 2015
- **EPS13 Voluntary Sector Support**
 - [EPS13 EIA Front Cover.doc \(102.4Kb\)](#) - Updated 26 Oct 2015
 - [EPS13 EIA Stage 1.xlsx \(33.3Kb\)](#) - Updated 26 Oct 2015
 - [EPS13 EIA Stage 2.doc \(54.27Kb\)](#) - Updated 26 Oct 2015

2) Economic Resilience

- **ER1 Learning & Skills Post 16 Service**
 - [ER1 EIA Stage 1.xlsx \(34.43Kb\)](#) - Updated 26 Oct 2015
- **ER2 Connexions**
 - [ER2 EIA Stage 1.xlsx \(34.56Kb\)](#) - Updated 26 Oct 2015

3) Children's Directorate

- **CH2 Education for vulnerable children services including special educational needs (SEN)**
 - [CH2a EIA Stage 1.xlsx \(34.05Kb\)](#) - Updated 26 Oct 2015
 - [CH2b EIA Stage 1.xlsx \(34.07Kb\)](#) - Updated 26 Oct 2015
 - [CH2c EIA Stage 1.xlsx \(34.07Kb\)](#) - Updated 26 Oct 2015
 - [CH2d EIA Stage 1.xlsx \(34.08Kb\)](#) - Updated 26 Oct 2015

4) Adults Directorate

- **AD1 Assessment & Care Management**
 - [AD1 EIA Front Cover.doc \(54.27Kb\)](#) - Updated 26 Oct 2015
 - [AD1 EIA Stage 1.xlsx \(36.74Kb\)](#) - Updated 26 Oct 2015
- **AD2 (formerly AD3) Selfdirected Support (SDS) - Direct Payments & Commissioned Services**
 - [AD2 EIA Front Cover.doc \(55.3Kb\)](#) - Updated 26 Oct 2015
 - [AD2 EIA Stage 1.xlsx \(36.12Kb\)](#) - Updated 26 Oct 2015
- **AD3 (foremerly AD4) SDS - Direct payments & Commissioned Services (Learning Disability Care Packages)**
 - [AD3 EIA Stage1.xlsx \(36.32Kb\)](#) - Updated 26 Oct 2015
 - [AD4 EIA Front Cover.doc \(55.3Kb\)](#) - Updated 26 Oct 2015
- **AD4 (formerly AD5) SDS - Direct payments & Commissioned Services (Mental Health Care Packages)**
 - [AD4 EIA Front Cover.doc \(55.3Kb\)](#) - Updated 26 Oct 2015
 - [AD4 EIA Stage1.xlsx \(36.4Kb\)](#) - Updated 26 Oct 2015
- **AD5 (formerly AD6) SDS - Independent Sector Homecare**
 - [AD5 EIA Front Cover.doc \(160.26Kb\)](#) - Updated 26 Oct 2015
 - [AD5 EIA Stage1.xlsx \(35.15Kb\)](#) - Updated 26 Oct 2015
- **AD6 (formerly AD7) SDS - Independent Sector Homecare**
 - [AD6 EIA Front Cover.doc \(160.26Kb\)](#) - Updated 26 Oct 2015
 - [AD6 EIA stage 1.xlsx \(36.34Kb\)](#) - Updated 26 Oct 2015
- **AD7 (formerly AD10) In-house Residential Services - Learning Disability**
 - [AD7 EIA Front Cover.doc \(54.27Kb\)](#) - Updated 26 Oct 2015
 - [AD7 EIA Stage1.xlsx \(35.11Kb\)](#) - Updated 26 Oct 2015
- **AD8 (formerly AD12) Reablement**
 - [AD8 EIA Front Cover.doc \(159.74Kb\)](#) - Updated 26 Oct 2015
 - [AD8 EIA Stage1.xlsx \(34.79Kb\)](#) - Updated 26 Oct 2015
- **AD9 (formerly AD14) Demand Led Activity -High Risk**
 - [AD9 EIA Front Cover.doc \(54.78Kb\)](#) - Updated 26 Oct 2015
 - [AD9 EIA Stage 1.xlsx \(35.92Kb\)](#) - Updated 26 Oct 2015
- **AD10 (formerly AD15) Demand Led Activity - Very High Risk**

- [AD10 EIA Front Cover.doc \(55.3Kb\)](#) - Updated 26 Oct 2015
- [AD10 EIA Stage 1.xlsx \(35.99Kb\)](#) - Updated 26 Oct 2015
- **AD11 (formerly AD19) Other Commissioning Infrastructure**
 - [AD 11 EIA Stage 1.xlsx \(34.26Kb\)](#) - Updated 26 Oct 2015
 - [AD 11 Front Cover.doc \(50.69Kb\)](#) - Updated 26 Oct 2015
- **AD12 (formerly AD21) Management & Regulatory Functions**
 - [AD12 EIA Front Cover.doc \(54.78Kb\)](#) - Updated 26 Oct 2015
 - [AD12 EIA Stage1.xlsx \(34.29Kb\)](#) - Updated 26 Oct 2015

5) Place Directorate

- **PL11 Schools Facilities Management - School Transport**
 - [PL11b EIA STage 1 School Transport \(procurement savings\).xlsx \(34.07Kb\)](#) - Updated 26 Oct 2015

6) Resources Directorate

- **RE7 Welfare & Complementary Benefits**
 - [RE7 EIA Front Cover - payment of benefit - postage, packing central mailing.doc \(87.04Kb\)](#) - Updated 26 Oct 2015
- **RE8 Payment of Benefits - Social Fund & Local Welfare Provision**
 - [RE8 EIA Stage 1 - Local Welfare Provision.xlsx \(34.32Kb\)](#) - Updated 26 Oct 2015

7) Communities, Transformation and Change Directorate

- **CT1 (formerly CT2) Policy Unit**
 - [CT1 EIA Stage 1.xlsx \(34.24Kb\)](#) - Updated 26 Oct 2015
- **CT2 (formerly CT3) Organisational Change**
 - [CT2 EIA Stage 1.xlsx \(34.23Kb\)](#) - Updated 26 Oct 2015
- **CT3 (formerly CT4) Human Resources**
 - [CT3 EIA Front Cover.doc \(50.69Kb\)](#) - Updated 26 Oct 2015
 - [CT3 EIA Stage1.xlsx \(34.78Kb\)](#) - Updated 26 Oct 2015
- **CT4 (formerly CT5) Communications & Marketing**
 - [CT4 EIA Stage 1.xlsx \(34.38Kb\)](#) - Updated 26 Oct 2015
- **CT5 (formerly CT6) Management & Regulatory Functions**
 - [CT5 EIA stage 1.xlsx \(34.11Kb\)](#) - Updated 26 Oct 2015

8) Public Health Directorate

- **PH1 (formerly PH3) Health Protection - Infection Prevention & Control (IPC)**
 - [PH1 EIA Stage 1.xlsx \(34.02Kb\)](#) - Updated 26 Oct 2015
- **PH2 (formerly PH8) Miscellaneous - Better Health at Work**
 - [PH2 EIA Stage 1.xlsx \(33.99Kb\)](#) - Updated 26 Oct 2015
- **PH3 (formerly PH9) Employee Healthcare**
 - [PH3 EIA Stage 1.xlsx \(34Kb\)](#) - Updated 26 Oct 2015
- **PH4 (formerly PH10) Emergency Planning - Resilience & Response**
 - [PH4 EIA Stage 1.xlsx \(33.94Kb\)](#) - Updated 26 Oct 2015

Budget Consultation:

It's time to talk about the budget 2016-17

Additional comments received:

2 received, via email to consultation@kirklees.gov.uk

Dear Sir or Madam,

I wish to make the following observations about the Budget Consultation:-

- 1) some of the questions do not consider fully the needs of the most needy, one of the three priorities claimed by Kirklees e.g People should be willing to pay a small extra amount of money for these services that don't usually have a charge /People should not be asked to pay extra for these council services that don't usually have a charge does not offer the option for exemption from payment of those who cannot afford payment. With a proper scheme to ensure that those on low incomes are not excluded from using the service, charges may be acceptable but without such provision charges would create two classes of resident. The question about centralising resources only allows me to make a personal answer: as a concerned citizen I should consider the needs of those who cannot travel easily: similarly the question on new technology.
- 2) Some questions are far too simplistic e.g. the question on topping up the budgets of other services suffering from cuts. Far more detail of the effects of cuts to other services is required before being able to answer the question.
- 3) The question about parental responsibility is simplistic: it does not tackle the issue that some parents cannot fulfill their responsibilities, although they wish they could, and so are reliant upon council services.
- 4) The final question about disabled people cannot be polarised in such a manner: of course everything should be done to foster independence but certain disabilities require that things are done for people as they are unable, even with assistance, to do things for themselves.

The Community Challenge appears to be promoting volunteering, which, of course should be encouraged. However, I see a great danger when services provided by the Council are replaced by ones on a voluntary basis: there is the great risk that provision of service will be unequal, with those most in need not receiving what they currently do whilst others, less in need, do receive support. Voluntary service would need centralised co-ordination, something to which volunteers may object, preferring to work in their own locality. Further, services delivered voluntarily cannot be guaranteed (as they are dependent upon volunteers) so reducing the quality of the service and creating unnecessary concern for those dependent upon those services.

I am most disappointed that Kirklees has not made more public protest about the draconian effects of cuts imposed by central government. As last year, there was no opportunity in the budget questionnaire to voice one's opinion of favouring an increase in Council Tax above 1.9% i.e. through referendum to maintain the level of services. I appreciate that a referendum involves cost but the budget consultation would have provided an indication of likely response at no additional cost.

Central government will claim an electoral mandate for further reductions in local government funding but that mandate is based only on the Conservative manifesto which did not detail the effects of such cuts and was only approved as a complete package. Significantly, almost certainly, the Government cannot claim majority support within the Kirklees area. I would argue that demonstration of the level of support for services within Kirklees (and co-ordinated with other Councils) would provide a strong counter-argument to that being presented by Westminster.

Yours faithfully,

Hello,

Having read an article entitled "Council News, which appeared on braille pages three to six of the Winter 2015 edition of the Kirklees Together magazine - which I received through the post this morning - I felt inspired to participate in the 2015 Budget consultation. The article states that participating in the consultation "will help your councillors make decisions about your local services". My sense of urgency was heightened by the following extract: "Hurry – the challenge and consultation close on 6 December.

Haste-post-haste I visited the It's Time to Talk website, and activated the link entitled "Budget Consultation". My enthusiasm for participating in the consultation began to evaporate at the conclusion of my reading of the first question. It continued it's course of evaporation until my reading of the third question was complete. Then, my sense of enthusiasm was replaced by a sense of deflation, for it is impossible for me, or any Kirklees resident who intends to participate thoughtfully in the consultation, to answer the questions in a manner that to a degree of reasonable accuracy, reflects their views.

In each question, the participant is asked to choose between two statements.

Question 1, Statement 1: "The council should prioritise maintaining services that are used by most people or that all residents benefit from". **How is the benefit to residents calculated?**

Statement 2: "The council should prioritise maintaining services for the most vulnerable adults and children in Kirklees". "The most vulnerable" people are not defined.

The question does not accommodate the view that some services that match each definition should be kept, and others shouldn't. I may support the provision of some services to people the council considers vulnerable, but I may oppose the provision of other services targeted at that demographic.

Question 2 asks whether people should have to pay a charge for services the council considers "non-essential" which are usually free. It does not accommodate participants who may think the council should introduce charges for some of the services but keep others free.

The third question asks whether the participant would be prepared to make a voluntary financial donation to services that people use occasionally. I am astonished that such a question would be included in a local authority consultation.

To select the first statement would be to disregard most important factors that can influence one's decision, such as the amount of money one has about one's person or even in one's bank account at the time of using the service, and one's perception of the quality of the service one was provided. Participants can only have their views reflected accurately by choosing the first statement, if their presumptions about their ability to pay and the quality of the services they receive are correct.

If participants select the second statement, they cannot state their reasons. This means that whom so ever analyses the submissions will not know whether the statement was selected for financial or ethical reasons.

Considering the problems I have identified in this feedback, I am not convinced that participating in the consultation will help my councillors make decisions about my services. I am however, certain

that the consultation has been written in a most unaccommodating manner, that it excludes Kirklees residents because of their legitimate opinions, and has the potential to mislead councillors and council staff as to the opinions of those Kirklees residents, who despite the problems I have identified, do participate.

I insist that the consultation is withdrawn and replaced with a new, accommodating consultation, in which people can participate and have their opinions accurately reflected.

I have provided a copy of this feedback to all my local councillors.

Regards,



Name of meeting: CABINET
Date: 12 January 2016

Title of report: Housing Revenue Account (HRA) rent and service charge setting report and key housing challenges

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes
Is it in the Council's Forward Plan ?	Yes
Is it eligible for "call in" by Scrutiny ?	Yes
Date signed off by <u>Director</u> & name	Jacqui Gedman - 22.12.15 <i>Paul Kemp for and on behalf of</i>
Is it signed off by the Director of Resources?	David Smith - 31.12.15
Is it signed off by the Assistant Director - Legal Governance and Monitoring	Julie Muscroft - 29.12.15
Cabinet member portfolio	Councillor Cathy Scott Housing and the Relief of Poverty

Electoral [wards](#) affected: All

Ward councillors consulted: None

Public or private: PUBLIC

1. Purpose of report

- 1.1 To seek Member approval for a 1% reduction in dwellings rents in 2016/17 and for the proposed garage rents annual uplift of 0.8% in 2016/17 and similar for service and other charges.
- 1.2 To provide context in terms of the key challenges facing housing including the 1% rent reduction.
- 1.3 To set out the full schedule of proposed weekly dwelling rent, service and other charge increases to Council tenants for 2016/17, noting that these will be calculated on a basis that matches the billing periods to the number of weeks in the year (i.e. 52 weeks for 2016/17) - Appendix 1.

2. Context

- 2.1 This report provides the financial context and basis for the annual setting of rents and service charges as well as for the HRA budget which will be considered by Council in February 2016.

2.2 The Government has confirmed it has clear expectations of a revised national rent setting policy. The expectation is that Councils will implement a 1% reduction in rents from April 2016.

2.3 HRA self-financing was implemented in April 2012. National government rent policy at that time allowed for annual rent uplifts at Consumer Price Index +1%; longer term outlook for tenants was a financially viable HRA which would enable the Council and its key ALMO partner to :

- i) Service HRA debt
- ii) Maintain current stock at decency standard over the long term
- iii) Provide a high quality housing management & housing repair service
- iv) Explore opportunities for additional investment e.g. New Build.

2.4 The July 2015 government budget announcement of a required 1% annual rent reduction each year for the next 4 years, has meant a more fundamental review of the financial viability of the HRA. Implications for this budget round and future years, are summarised below.

- The HRA is a ring-fenced account. It has to live within its means. Its main income source is rents.
- Future year HRA rental income forecasts prior to the July 2015 government announcement had assumed annual rent uplifts based on CPI +1%. These forecasts have now been re-cast in light of the 1% rent reduction announcement.
- This change in government rent policy has significant financial implications for the HRA. This is set out in a simple table below :

Financial year	Annual rent forecasts before the 1% rent reduction announcement	Annual rent forecasts after the 1% rent reduction announcement	Annual HRA rental income loss
2015-16	£83.9m	£83.9m	-
2016-17	£84.4m	£82.8m	−£1.6m
2017-18	£85.9m	£81.7m	−£4.2m
2018-19	£87.8m	£80.6m	−£7.1m
2019-20	£90.0m	£79.5m	−£10.5m

3. Housing challenges and context

Housing and Planning Bill

- 3.1 The Housing and Planning Bill has confirmed a number of areas that will impact on policies and Kirklees approach.
- 3.2 There is a clear and fundamental policy shift by government to promote home ownership and such products are prioritised over social rent and affordable rent.
- 3.3 National Government have set a housing “target” of 200,000 homes per annum over this parliament’s lifetime which equates to 1m new homes. For Kirklees, this equates to 1,200 new homes over the next 4 years.
- 3.4 Starter Homes are now defined as affordable housing and this means a reducing provision of social rented homes.

- 3.5 There are increased delivery of options for home ownership (includes Starter Homes) and also Government initiatives including :-
- a. Right to Buy - extended to Housing Association tenants. It is likely that this will be funded through the disposal of "most expensive" Council homes (this could be the actual sale or a formula approach) this will have a direct impact on the HRA.
 - b. Pay to Stay - where the household income of social housing tenants is over £30,000 per annum (outside of London) a "near market" rent will be charged. It is proposed that the additional income generated be paid into a national central pot. This could have major local resource implications as additional checks will be needed on proof of earnings and subsequent changes to individual charging will need to be in place.

3.6 The Government has tabled an amendment to the Housing and Planning Bill that will see lifetime tenancies phased out and replaced with fixed tenancies of between 2 and 5 years. The fixed tenancies will only apply to new tenants, and also when an existing tenancy is passed onto a family member.

Universal Credit and Welfare System Reform

3.7 The impact of the move towards Universal Credit has not been fully felt yet in Kirklees. There has however been a significant resource implication to deal with the 100 or so council tenants so far receiving Universal Credit. Due to the waiting period of around 6 weeks before the first payment is made it is inevitable that those people in receipt of Universal Credit will have rent arrears. There will be major strategic and operational challenges in dealing with the estimated total of 10,000 claimants in Kirklees Council tenancies as Universal Credit continues to be rolled out in Kirklees. The rollout of UC increases the risks associated with managing HRA cash flow and income collection rates.

3.8 The benefit cap has fundamentally changed. The cap is no longer made with reference to average earnings but includes a cap of £20,000 for those out of work. The new benefit cap will affect much smaller families in less expensive areas. This could increase the risk of homelessness.

3.9 The amount of rent that Housing Benefit (HB) will cover in the social sector is likely to be capped to the relevant Local Housing Allowance (LHA). This will apply to tenancies signed after 1 April 2016, with Housing Benefit entitlement changing from 1 April 2018 onwards. This will affect all unprotected (those that are either care leavers under 21, nor severely disabled) single people under 35 without children. Their HB will be limited to £55 per week at today's values. Kirklees Council rents might typically be £70 per week so those affected by the measure might typically lose £15 per week in HB potentially having a negative impact on rent collection rates and income to the HRA.

The LHA for each area and size of household need is set at the 30th percentile of the private rented market as determined by the Valuation Office Agency. Based on current Kirklees LHA rates and Kirklees Council rents it is unlikely that other household groups will be affected to the same degree but it is inevitable that some will, particularly those in specialised, more expensive accommodation.

3.10 Freezing LHA will mean more private renters will also face challenges in paying their housing costs as rents outstrip wage growth. In 2 years it is estimated that LHA will not cover the bottom third of rents in almost all local authorities.

3.11 Removal of the family premium will lead to reduced housing benefit for working families, potentially leading to shortfalls as the value of LHA falls.

3.12 Support for mortgage interest benefit payments for homeowners will be replaced by a loan. Further detail is expected to follow.

4. Proposed Rent & Service Charge

- 4.1 The new average weekly HRA dwellings rent for 2016/17 is £70.60, based on a 52 week billing period, and incorporate the compulsory 1% rent reduction.
- 4.2 It is proposed that the annual increases to average weekly garage rent and service and other charges for 2016/17, as attached at Appendix 1, continue to be uplifted in line with the same Retail Price Index (RPI) figure (September snapshot) used to inform the annual rent restructure calculation, which for 2016/17 is 0.8%; again calculated over a 52 week billing period.
- 4.3 The proposed changes to rent and service charges for 2016/17, as set out above, will be effective from 1 April 2016.

5. Implications for the Council

- 5.1 The rent reduction and wider key housing challenges set the broader financial context for the HRA budget discussions in February 2016.
- 5.2 The proposed 1% rent reduction for 2016/17 will directly impact on around 30% of Council tenants not in receipt of housing benefit.
- 5.3 As part of HRA self-financing, central government's debt settlement allocation to Kirklees was £216 million. This was based on a nationally modelled assumption that Kirklees HRA would have sufficient future rental income streams to be able to service this level of debt, provided it continued to uplift rents annually in line with national rent guidelines.
- 5.4 The current HRA business plan is based on a prudent servicing of the £216 million debt settlement figure, and the fact that future rental income streams need to be sufficient to enable the Council to build up resources to be able to maintain existing housing stock at a level of decency over the longer term.
- 5.5 The impact of the 1% rent reduction on the 30 year business plan represents a significant business risk to the Council.
- 5.6 By year 2019/20, there will be an annual reduction of £10.5m in rental income. The amount lost over the next 4 years = £23.4m.

6. Consultees and their opinions

- 6.1 Awareness of the 1% rent reduction has been raised through a dialogue with Tenants and Residents Committee briefings during December 2015 on the proposals contained in this report.
- 6.2 It is intended that there will be further member, senior officer and other key stakeholder briefings through 2016 to continue to assess the future opportunities for the HRA and key sensitivities impacting on longer term HRA business plan forecasts.

7. Next steps

- 7.1 Subject to Cabinet approval, Council & KNH officers will prepare for the implementation of rents and service charge changes from 1 April 2016 as set out in Appendix 1 and the issuing of prior notification letters to individual tenants in accordance with the statutory 4 weeks notice period.

8. Officer recommendations and reasons

- 8.1 That Members approve the proposed rent and service charge changes for 2016/17 contained within this report.

8.2 That Members note that the national and local financial challenges outlined above in preparation for HRA budget discussions in February 2016.

9. Cabinet portfolio holder recommendation

9.1 That the proposed dwelling rent and garage rent and service and other charges set out in the report be approved and be effective from 1st April 2016.

9.2 That the national and local financial challenges outlined in the report are noted in preparation for the HRA budget discussions in February 2016.

10. Contact officer and relevant papers

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11. Assistant director responsible

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Appendix 1 - Schedule of Weekly Rent and Service Charges for 2016/17

	Schedule as at 6 April 2015 £		Schedule as at 4 April 2016 £		Increase %
RENTS					
Average Dwelling Rent	71.32		70.60		-1.0
Split:					
Average 1 Bedroom Rent	62.62		61.99		-1.0
Average 2 Bedroom Rent	74.05		73.31		-1.0
Average 3 Bedroom Rent	83.35		82.52		-1.0
Average 4 and Over Bedroom Rent	88.02		87.14		-1.0
Garage Rents (Exc VAT)	4.63		4.67		0.8
Housing Benefitable Service Charges					
Concierge	1.96 to 12.79		1.98 to 12.89		0.8
Door Entry Systems	0.35		0.35		0.8
Communal Cleaning	0.79 to 6.14		0.80 to 6.19		0.8
Communal Cleaning (contract extension)	1.36		1.37		0.8
Window Cleaning	0.17 to 2.04		0.17 to 2.06		0.8
Sheltered Housing:					
Scheme Management	11.25		11.34		0.8
Scheme Coordinator	4.15		4.18		0.8
Furnished Tenancies:					
1 bed property	15.46		15.58		0.8
2 bed property	20.98		21.15		0.8
Single Person (old charge)	12.15		12.25		0.8
Family charge (old charge)	15.46		15.58		0.8
PFI Service Charges					
Communal Cleaning	8.68 to 11.84		8.75 to 11.93		0.8
Communal Utilities	1.79 to 9.48		1.80 to 9.56		0.8
External Lighting (General Needs Only)	1.39 to 2.07		1.40 to 2.09		0.8
Grounds Maintenance	2.34 to 6.09		2.36 to 6.14		0.8
Intensive Housing Management (Extra Care Only)	20.20 to 51.55		20.36 to 51.96		0.8
Management and Admin	1.05 to 1.06		1.06 to 1.07		0.8
Night Time Security (Extra Care Only)	13.46		13.57		0.8
Property Management (Extra Care Only)	17.71		17.85		0.8
R&M Com fac&ut cost	4.16 to 9.50		4.19 to 9.58		0.8
Other Charges					
Parking Spaces	3.99		4.02		0.8
Older People Support	6.95, 16.97		6.95, 17.11		0.8
Sheltered heating :					
Bedsit	8.36		8.43		0.8
1 bed	9.59		9.67		0.8
2 bed	10.75		10.84		0.8
3 bed	11.82		11.91		0.8