



Report to: SEND Local Area System Leaders and Stakeholders

Date: 21 June 2019

Report of: Paul Senior – Interim Assistant Director Inclusion and SEND

Title: SEND Local Offer - Innovate to Save Funding Grants

Status: For Information and/ or Action

1. Context

1. The Special Educational Needs and Disability (SEND) Local Offer Innovate to Save Fund (£1.4m) supports our shared commitment to work with schools, educational settings and partner organisations to encourage and enable co- production and collaboration across local organisations and locality partnerships, to work together to improve the outcomes for local children and young people with SEND.
2. The Innovate to Save Programme is a revised version (with strengthened criteria) of the previously advised Invest to Save £1.4m grant, which invited bids and proposals from local area schools, settings and partner organisations.
3. The Programme has been revised at the request of local stakeholders to provide clarity with regards to the selection and award criteria in addition to the Programme timescales and milestones for implementation.

Birmingham's SEND Local Offer:

Innovate to Save Fund - Guidance for Proposals



SEND Local Offer Innovate to Save Fund Guidance

1. Background:

1.1 The Special Educational Needs and Disability (SEND) Local Offer Innovate to Save Fund (£1,400,000) supports our shared commitment to work with schools, educational settings and partner organisations to encourage and enable co- production and collaboration across local organisations, to work together to improve the outcomes for local children and young people with SEND.

1.2 With reducing income and increasing demand in the SEND policy area, it is clear that in the future we will need to change how we work and what we are able to do. We will have to reduce what we do in some areas and stop what we do in others. We are looking for innovative applications, new ways of working, which support the preventative and Localism agenda.

1.3 Applications are encouraged which help build organisation capacity, promote collaborative working and in turn reduce demand for statutory services or enhance service delivery but at lower cost. For example, a group of schools or education setting providers could apply for cash to purchase equipment or provision and then take on the running of a function or service which is usually carried out by statutory services. Both staff and communities are encouraged to come forward with their ideas.

1.4 The SEND Local Offer Innovate to Save Fund places greater emphasis on the need to demonstrate what return on investment will be achieved, including how any savings or benefits will be realised as a result of the proposed initiative. **Any initial Investment should in turn lead to a subsequent reduction in demand or cost for services provided by statutory agencies meeting the needs of children and young people with SEND aged 0-25.**

1.5 Any initiatives supported by the fund will need to demonstrate how they support as many of our local area SEND related priorities and strategic objectives as possible outlined below in addition to meeting **criteria in section 3:**

1. preparing children and young people with SEND for adulthood and independence,
2. keeping children and young people with SEND in local universal provision,
3. reducing the need for reliance on statutory EHC Plans and specialist provision/ resources ,

4. universal schools and settings capacity building through work force development and reasonable adjustments
5. improved use of technology to enhance performance and achieve efficiency savings through synergies
6. joint or integrated operational and/ or strategic commissioning, better customer experience, stronger local engagement and value for money.

2. Governance Arrangements:

1. All applications need to be submitted via a sponsoring Head teacher/ Principal or Lead Professional (schools and education setting bids/ community- based providers) or Director (statutory organisation staff bids):

Whilst bids will be invited from schools and education settings along with community-based providers, independent voluntary sector groups, bids are also now encouraged from statutory provider organisation members of staff.

2. Proposals can be brought forward at any time whilst there is resource from the Innovate to Save budget remains available for allocation from the £1.4m budget.

3. The maximum grant allocation will be £100k and the funding can be used for revenue or capital costs.

4. Completed application forms need to be submitted to the SEND Local Offer Innovate to Save Fund mailbox, **sendlocalofferITS@Birmingham.gov.uk** and the relevant personnel will arrange for the proposal to be considered by the Innovate to Save Panel.

5. Providing sufficient information has been included, the Innovate to Save Fund Panel comprising the senior officers from statutory agencies and key partners will meet to consider the bids against a number of criteria (see below). Where appropriate the sponsoring Head teacher/ Principal, Lead professional or Director may be asked to attend, as well as the relevant service manager or commissioner who will assist the panel to enable a clear understanding of the opportunities and benefits to be realised and identify any possible duplication in funding.

6. Following consideration by the Panel the options would be:

- i. further information is requested to fully consider bid;

- ii. bid refused, Member or Senior Director informed with feedback behind decision and Head teacher/ Principal, Lead professional or Senior Director to feedback to those involved in submitting the bid;
- iii. bid recommended for approval.

7. Where a bid has been recommended for approval a key/non key decision paper will be prepared for sign off by the relevant CCG and Local authority Directors. Where appropriate, each bid will be supported by an impact assessment.

8. On formal approval of the proposal, a letter of award will be sent to the Head teacher/ Principal, Lead professional or Senior Director to outline the conditions of the grant and to coordinate payment of any funding. Service providers will be required to comply with the terms and conditions under which any grant is made and to provide regular progress updates on the use of any funds granted. If the grant is not used for the intended purpose or does not deliver the expected return on Investment, some or all, of the grant will be repaid. There is an expectation that any funded initiatives should start or have already started within six months of the funding being awarded.

9. An annual report to Senior Leadership Team and Cabinet / Scrutiny will summarise any initiatives supported by the fund and Heads / Directors will be asked to provide updates on the progress and outcomes of supported initiatives. Successful bids will be notified to relevant service managers and commissioners.

3. Award Criteria:

The Innovate to Save Fund Evaluation Panel will consider any submitted bids that align with the work of the post SEND inspection Written Statement of Action (WSOA) plan key priorities and strategic objectives, with a focus on key criteria:

- Supports Birmingham SEND Inspection Written Statement of Action (WSOA) objectives, priorities and targets;
- City Birmingham SEND local area operational and strategic risks are reduced;
- SEND service, provision and process costs are reduced or remain constant but quality of delivery improves;
- Supports locality focussed preventative working across schools, settings and consortia;
- Helps support and develop SEND Local Offer infrastructure or sustainable capacity

NB: Availability of other resources and linkages with any other initiatives / funding sources will be considered. Applications should not seek to replace funding for core or 'business as usual' service provision. The Panel will also be asked to consider the sustainability of the fund. Consideration will be given as to how any identified financial savings are used most effectively, such as possible further Investment in other schemes, replenishing the overall Innovate to Save Fund and / or reduction in associated service area budget. To ensure the demarcation of funding between this work stream and other similar/ emerging programmes of work, organisations in receipt of funding from this programme will not be allowed to receive funding from any other similar programmes to avoid the potential for any form of double funding. Awarded grants will be one off payments for the period of the 2019/20 academic year period.

4. Selection and Award Evaluation Panel

The Evaluation Panel will comprise of:

- LA Senior Officers
- CCG Senior Officers
- Birmingham Parent Carer rep
- School Forum Members
- Cabinet Member with SEND portfolio
- Other - TBC

5. SEND Local Offer Innovate to Save Funding Programme 2019/20 – Key milestones

Ref.	Milestone	Timescale/ period	Led by
1.	Stakeholder communications regarding ITS Funding programme	By 21 June 2019	ADIS
2.	Period for submission of grant applications commences	From 24 June 2019	Applying groups
3.	Deadline for submission of grant applications	By 1 July 2019	Applying groups
4.	Selection and Award Committee meet to evaluate grant applications	By 8 July 2019	ADIS
5.	Notification of grant applications/ outcomes	By 8 July 2019	ADIS
6.	Deadline for submission of grant implementation business plans	By 22 July 2019	Successful grant applicants
7.	ITS Programmes go live	From 2019 Autumn School term	ADIS
8.	ITS Programme update to Schools Forum	December 2019	ADIS
9.	ITS Programme update to Schools Forum	March 2020	ADIS
10.	ITS Programme update to Schools Forum	June 2020	ADIS

Appendix A:

Birmingham's SEND Local Offer:

Innovate to Save Fund – Grant Application Form



Grant Application Form:

Section 1: ABOUT YOU

Note: Before completing this form please read through the relevant guidance document. Please either type your answers into a saved version of the form, or hand write in BLOCK CAPITALS.

1. Full name of your organisation or group

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2. Lead Organisation - full address, including the full postcode

Address:	
Telephone number:	
Organisation's E-mail:	Website:

3. Contact for this application (This person should sign the Declaration at Section 4)

Title:	Full name:	Position in organisation:
Address for correspondence (if different to above):		
Telephone (daytime):	E-mail:	Any communication needs? (e.g. Textphone)
Best time to call:		

Section 2: ABOUT YOUR PROJECT OR SERVICE

4. Project or Service name

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(i) Which of the SEND Local Offer Invest to Save (ITS) priority themes for funding does your project intend to address?

1. Supports Birmingham SEND Inspection Written Statement of Action (WSOA) objectives, priorities and targets;
2. Birmingham SEND local area operational and strategic risks are reduced;
3. SEND service, provision and process costs are reduced or remain constant but quality of delivery improves;
4. Supports locality preventative and collaborative working across schools, settings and consortia;
5. Helps support and develop SEND Local Offer infrastructure or sustainable capacity

(ii) Please describe the project or service you are seeking funding for:

5. When are you planning your project or service to take place? (month/year)

When will it start: ___ / ___ When will it finish ___ / ___ Or, will it be ongoing?

6. Who will use or benefit from your project or service?

(i) How many people do you estimate will benefit from your project or service?

Approximate total: _____

Profile of programme users/ beneficiaries:

7. Benefits summary

Please provide the forecasted quantifiable WSoA and service user benefits that will be achieved from this programme.

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

8. Tell us how your project is different or will complement/ provide innovation to the work of the SEND local offer?

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9. What are the intended quantifiable outcomes of the project or service? (What do you hope to achieve, and how will you know you have succeeded?)

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10. Who are you working with to deliver your project or service? (Other groups, organisations, schools/ settings and services)

11. What will be the exit or business continuity plan arrangements for your project/ programme from any allocated grant funding?

Section 3: ABOUT THE COST OF YOUR PROJECT

- 12. What is the total cost of your project? £_____
- 13. How much are you applying for in this application (maximum £100,000) £_____
- 14. Please list all likely costs for your service or project, and identify those elements to be funded from this bid.

<i>Item or activity</i>	<i>Cost</i>	<i>ITS Grant contribution</i>
TOTALS	£ _____	£ _____

Section 4: SIGNING-OFF YOUR APPLICATION

15. On behalf of the organisation identified at Q1, I declare that:

I am authorised to make this application. I have read, understood and completed the application in line with the guidance notes and criteria available.

All applicants please note: To comply with the GDPR we also require you to sign this document to acknowledge that your contact details will be stored on a secure database. This information will not be provided to any other organisation.

Signed:

Date:

Completed application forms need to be submitted to the SEND Local Offer Innovate to Save Fund mailbox by 1 July 2019:
sendlocalofferITS@Birmingham.gov.uk