



Date: 26 February 2016

**DIRECTION UNDER SECTION 251 OF THE APPRENTICESHIPS, SKILLS,
CHILDREN AND LEARNING ACT 2009**

This Direction covers the form, content and publication of information about planned expenditure by all Local Authorities in England, in connection with their education functions and their children's and young people's functions, for the period 1st April 2016 - 31st March 2017

The Secretary of State for the Department for Education makes the following direction in exercise of the power conferred upon him by section 251 of the Apprenticeships, Skills, Children and Learning Act 2009:

That all Local Authorities ("LAs") in England prepare and submit statement ("Budget Statement") containing financial information about:

- how much the LA intends to spend on their schools budget, de-delegated items, high needs budget, early years budget, central provision within the schools budget and children's and young people's services.

So that meaningful comparisons of funding may be made between all LAs, all Budget Statements must be prepared in a common format. LAs must upload their Budget Statements for the period to the Department for Education via the Department's COLLECT (Centralised On-Line for Learning, Education, Children and Teachers) system by 31 March 2016.

The Budget statement must be published and presented in three parts for the prescribed period. The Tables should appear on the Authority's website in the following order:

Table 1 - LA level information

Table 2 - School table high needs & AP settings information

Early Years Proforma

The LA's Budget Statement must be made available as follows:

- **to every school maintained by the LA:** The LA must provide a hard copy of the Budget Statement, including a copy of Tables 1, 2 and the Early Years Proforma to the governing body and head teacher if in the unlikely event that they do not have access to the Internet.

- **to those private, voluntary and independent providers (PVI Providers”)** who are funded to provide free early provision to 3 and 4 year olds: The LA must show how they can access a copy of the Budget Statement.
- **to the general public:** The LA must make available a copy of the whole Budget Statement, including a copy of Tables 1, 2 and Early Years Proforma, for inspection by parents and others in the community at all reasonable times and free of charge.
- **on a website:** The LA must make available a copy of the whole budget statement, including a copy of Tables 1, 2 and Early Years Proforma on a website maintained by the LA and accessible to the public.



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