



Education Data Division - Request for Change Form for CBDS

Section 1 - Details of Change

(To be completed by the RFC Originator / CBDS Administrator)

Project / Service: CBDS	Type of Change: Amend a code set	RFC 1020
Name and team/company of RFC Originator: Alan Brooks; DDU; DfE		
Originator Contact No: 01616001564 (ext 721564)	Originator email address: Alan.brooks@education.gov.uk	
Date RFC Raised: 20 March 2018	Date change required: 1 May 2018	
Priority: 2	1 = Top - Ministerial or legislative requirement 2 = High - Senior official customer requirement or clear net benefit / efficiency saving to EDD, department or MIS suppliers 3 = Medium - Customer requirement, marginal net benefit 4 = Low - Nice to have, net cost, does not affect functionality, cosmetic change	
EDD Contact: Queries.SUPPLIER@education.gov.uk		

Change Title:

Amend private fostering codes in CBDS code set CS085. To take effect for 2018 to 2019 CIN collection and beyond.

Data item / Rule Number:

Data item: Assessment Factors (Children in need collection) (<AssessmentFactors>) – tag does not need to change.

Rules: Rules that involve <AssessmentFactors> are 8897, 8614, 8898, 8899Q, 8869, 8873 and 8617Q. The only rule which needs to be amended in relation to the requested change is 8617Q (please see below).

Description of change:

To remove code 8A from the CBDS code set CS085 (factors identified at assessment). This code set is used in relation to the children in need data item <AssessmentFactors>) and is one of the 'private fostering' codes available. The change would mean that remaining foster codes would be 8B to 8F. The request includes annotating CBDS to briefly explain that code 8A has been removed but that other codes remain unchanged. This change is requested to take place by 1 May 2018. This change should take effect for the 2018 to 2019 CIN census (not 2017 to 2018).

This change does not affect the XML tag or validation rules apart from rule 8617Q which will need to be converted into an error with an amended message: Code 8A has been returned. This code is not a valid code.

Reason for change (including benefits):

For the children in need 2016 to 2017 collection, the private fostering element of the 'factors identified at assessment' code set (D00259) was broken down from one code (8A) to several codes (8A to 8F). This was because the PF1 collection does not provide this granularity of data. At that time, code 8A was retained as a general private fostering code because some local authority management information systems could not be updated in time to accommodate the new codes. This issue has now been resolved and code 8A is no longer returned to DfE by local authorities. It is important to ensure the use of codes 8B to 8F in the CIN census (if appropriate) as this will show how many children in private fostering arrangements have undergone an assessment. Knowing where the harm is happening in known arrangements is vital to understanding the patterns and trends which suggest children at risk in 'hidden' arrangements. The existing codes are being retained to promote year on year consistency in the data collected.

Impact of not doing the change:

If this change is not implemented, it will still be possible for local authorities to return the general code '8A' and the chance to fully understand the patterns and trends which suggest children at risk in 'hidden' arrangements will be lost. The impact of the CIN census as a single reference point for national policy and local action (as assessed by children's social care services) will be compromised.

ISB view of the proposed change:	
Funding availability: Not applicable.	
Impact assessment to be undertaken by: Core software suppliers CIN software suppliers CIN Working Group ISB	
Date consulted: 21 March 2018	Response requested by: 29 March 2018
<h2 style="color: #0056b3;">Section 2 - Impact Analysis</h2> <h3 style="color: #0056b3;">(To be completed by Impact Assessors)</h3>	
Software Suppliers' Summary of Impact Assessment: Nothing received.	
DfE Internal Colleagues' Summary of Impact Assessment: All areas reported no significant impact.	
Alternative Solutions / Workarounds (if appropriate):	
Estimated Cost of Change:	
Impact Assessed by (name):	Date:

Section 3 - Outcome / Decision
(To be completed CBDS administrator)

Review Meeting: CBDS administrator review

Attendees: Kirsty Knox, Gary Connell

Date of Review Meeting: 4 April 2018

Brief Summary of Discussion:

Based on feedback – happy to approve change

Accept / Reject:

Accept

Deferred to:

n/a

Type of Funding:

n/a

Fund Holder Agreement:

n/a

If Defer, provide details

n/a

If Accept, provide details:

Updated codeset CS085 to remove 8A from 2018/19 CIN Census

If Reject, provide details: