

## **CABINET**

**Decision Notices and Minutes of a meeting of the Cabinet held on Thursday, 8th November, 2012 at 5.00 p.m. at the Civic Offices, Telford**

**PUBLISHED ON WEDNESDAY, 14<sup>th</sup> NOVEMBER, 2012**

**(DEADLINE FOR CALL-IN: MONDAY, 19<sup>TH</sup> NOVEMBER, 2012)**

**PRESENT:** Councillor K.S. Sahota (Leader and Chair), E.A. Clare, S. Davies, A.R.H. England, W.A.M. McClements, R.A. Overton, H. Rhodes, C.F. Smith and P.R. Watling

**ALSO PRESENT:** Councillor A.J. Eade (Conservative Group Leader) and Councillor W.L. Tomlinson (Lib Dem/Independent Group Leader)

### **CB-53      MINUTES**

**RESOLVED** – that the minutes of the meeting of the Cabinet held on 18th October 2012 be confirmed and signed by the Chairman.

### **CB-54      APOLOGIES FOR ABSENCE**

None

### **CB-55      DECLARATIONS OF INTEREST**

Councillor A.R.H. England declared a personal interest in agenda item 5 - Telford & Wrekin Crisis Help Network – in relation to his role as a member of the Board of Telford & Wrekin Citizens Advice Bureau.

Councillor A.R.H. England declared a personal interest in agenda item 10 – Telford Town Centre – Car Parking for Employees – in respect of a family member being employed by the Authority.

### **CB-56      APPROVAL OF A NEW FUNDING FORMULA FOR TELFORD & WREKIN MAINSTREAM SCHOOLS**

**Key Decision** identified as **Revised School Funding Formula from 2013/14** in the Notice of Key Decisions published on 14th September 2012

Councillor P.R. Watling, Cabinet Member: Children, Young People & Families, presented the report of the Assistant Director: Education, Culture & Skills which sought approval for the proposed new funding formula for Telford & Wrekin mainstream schools.

The Department for Education had made a number of changes to school funding, including the requirement for Local Authorities to revise their local funding formula for schools from April 2013. The new rules were intended to

make the formula predominately pupil-led and required more delegation to schools. For mainstream schools, there was a more limited range of funding factors, and these were detailed in the report. A number of different options for the new formula had been modelled, and discussed with the Schools Forum and with all schools, in two consultation exercises (May and September 2012). A lot of work had been done to try and find as fair a formula as possible within the constraints of the new funding rules, with the aim of offering budget stability to schools and to support those schools most financially vulnerable in forthcoming years. The formula recommended to Members following the extensive consultation included a relatively high lump sum to offer stability to smaller primary schools and a comparatively high ratio of funding between secondary and primary schools to help those secondary schools experiencing falling pupil numbers. Funding driven by deprivation had been maintained at current levels.

The new funding formula affected how much of the total funding received by Telford & Wrekin was allocated to individual schools, but the amount per pupil via the Dedicated Schools Grant was not changed by these proposals. The new formula had been submitted to the Education Funding Agency, subject to Cabinet approval. There were other funding changes which would affect special schools and Pupil Referral Units, and these would be the subject of a future report.

Members expressed concern at the new funding rules from central Government, and the implications for some of the Borough's schools in terms of balancing their budgets over the coming years.

**RESOLVED** – that the proposed new funding formula for Telford & Wrekin mainstream schools, as outlined in the report, to take effect from April 2013, be approved.

#### **CB-57      TELFORD & WREKIN CRISIS HELP NETWORK**

##### **Non-Key Decision**

Councillor C.B.A. Elliott was invited to present the report of the Managing Director, which outlined the work being undertaken within the Borough to help individuals and families in acute financial crisis.

As part of the Co-operative Council work programme, a Telford & Wrekin Crisis Help Network had been established to provide a co-ordinated crisis response for people living in the Borough. The Network consisted of private, voluntary and public agencies, with Telford & Wrekin Citizens Advice Bureau acting as lead organisation. These agencies already provided a range of established and respected services including emergency food, shelter, temporary accommodation and financial advice. The Network would also form an essential part of the Council's plans for crisis support following the transfer of crisis loans from the Department for Work & Pensions and changes to Council Tax benefits from April 2013. A project co-ordinator was being recruited (via the CAB) to drive the scheme, with the first priority being to open a central food depot and distribution system by the end of December 2012.

In order to help towards the costs of developing this project, it was proposed to allocate the £5,000 that had been earmarked by the Council in July for a Foodbank project. The funds had been identified from the Co-operative Council budget. Thanks were extended to Louise Stanway and Wendy Tonge from the Co-operative Council Delivery Unit for their work in developing this initiative, and to Lynn Brayne of the CAB who would be leading on the project. Councillor S. Davies, Cabinet Member: Neighbourhood Services & Co-operative Council, welcomed the development of the Crisis Network as a good example of co-operative working, and thanked Councillor Elliott for his work in bringing this project forward.

**RESOLVED –**

- (a) that the progress being made to develop a suitable crisis provision for people living in the Borough be noted;**
- (b) that the proposed use of £5,000 to support the project, as detailed in paragraph 4 of the report, be approved.**

**CB-58      WEST MERCIA ENERGY**

**Non-Key Decision**

Councillor W.A.M. McClements, Cabinet Member: Resources & Service Delivery, presented the report of the Assistant Director: Development, Business & Housing, which set out updated management arrangements for West Mercia Energy following the sale of West Mercia Supplies.

While the catalogue/warehouse division of West Mercia Supplies had been sold earlier in the year (with the proceeds being distributed evenly between the four owning authorities), it did not prove possible to sell the Utilities division. This had been retained by the four authorities, and continued to trade as West Mercia Energy – although it had been transferred to Shropshire Council premises in Shrewsbury.

The existing Joint Agreement, including the catalogue/warehouse operations, was no longer fit for purpose, and a new Joint Agreement was being drafted to reflect the re-structured business. The Agreement would initially run until 31 March 2016, with each of the four owning authorities appointing two Elected Members to a West Mercia Energy Joint Committee, and the importance of Members' involvement was emphasised. The Secretary and Treasurer functions would be fulfilled by Shropshire Council.

**RESOLVED –**

- (a) that the existing West Mercia Supplies Joint Agreement be terminated.**
- (b) that authority be delegated to the Assistant Director: Law, Democracy & Public Protection to agree and execute a new Joint**

**Agreement under the terms of the Local Authority (Goods and Services) Act 1970 with the other three owning authorities, and to establish a Joint Committee of the executives of the four authorities to manage the activities of West Mercia Energy.**

**CB-59      WHITE RIBBON TOWN AWARD**

**Non-Key decision**

Councillor P.R. Watling, Cabinet Member: Children, Young People & Families, and Councillor H. Rhodes, Cabinet Member: Transport & Community Protection, presented the report of the Assistant Director: Family & Cohesion Services, which provided information on the White Ribbon Town Award for Councils wishing to demonstrate their commitment to the aims of the White Ribbon Campaign.

The campaign aimed to raise awareness and understanding of domestic abuse and the services that were provided in order to reduce the incidence of domestic abuse, as well as providing the local community with increased support and understanding of this issue. White Ribbon Day was on 25 November 2012, when men would be encouraged to wear a white ribbon to positively promote that domestic abuse should not be tolerated and positively challenged.

To become a White Ribbon Town a number of objectives, as set out in the report, had to be met. These included producing an action plan on how the Council's commitment would be achieved, holding local awareness events and providing information on domestic abuse to the public and staff. The Council, working with partners, was already achieving many of the requirements for a White Ribbon Town, with a number of recent initiatives detailed in the report.

Members expressed strong support for the White Ribbon campaign, and highlighted the importance of challenging abusive behaviour of all kinds and to support the victims of abuse.

**RESOLVED –**

- (a) that the Cabinet support the Council becoming a White Ribbon Town;**
- (b) that the White Ribbon Campaign on 25 November 2012 be supported;**

**CB-60      URGENCY RESOLUTION – SECTION 100B(4) LOCAL GOVERNMENT ACT 1972**

The Chair made the following statement:

“I am of the opinion that the following item of business should be dealt with as a matter of urgency at this meeting in order to avoid any unnecessary delay”.

**CB-61      INVESTIGATION OF ILLEGAL MONEY LENDERS (LOAN SHARKS)**

**Non-Key Decision**

Councillor H. Rhodes, Cabinet Member: Transport & Community Protection, presented the report of the Assistant Director: Law, Democracy & Public Protection concerning arrangements for the investigation of illegal money lenders and the taking of any enforcement action.

Responsibility for detecting and investigating unlicensed money lending rested with Trading Standards services, but such investigations and prosecutions were rare as the service in Telford & Wrekin did not have the resources to specifically target such activities. It was therefore proposed to delegate this function to Birmingham City Council – specifically to undertake enforcement of Part III of the Consumer Credit Act 1974 in relation to illegal money lending. Birmingham was one of the national teams set up by the Government to tackle illegal money lending, and had the necessary resources and expertise to take action against such lenders.

**RESOLVED –**

- (a) that, by virtue of Section 101 of the Local Government Act 1972 and Section 13(7) of the Local Government Act 2000, authority be delegated to Birmingham City Council to enforce Part III of the Consumer Credit Act 1974 on behalf of the Authority, subject to terms and conditions to be agreed;
- (b) that authority be delegated to the Assistant Director: Law, Democracy & Public Protection to undertake the necessary legal procedures to bring the resolution above into effect.

**CB-62      EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED** – that the public and press be excluded from the meeting for the following items of business on the grounds that they may involve the disclosure of information relating to the financial or business affairs of any particular person (including the authority holding that information) as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972.

**CB-63      BUILDING SCHOOLS FOR THE FUTURE – APPROVAL OF FINAL BUSINESS CASE FOR ERCALL WOOD TECHNOLOGY COLLEGE AND APPROVAL TO ACQUIRE A SITE IN PRIORSLEE FOR A NEW SECONDARY SCHOOL**

**Key Decision** identified as **BSF – Ercall Wood Technology College Final Business Case and Land Acquisition for Holy Trinity Academy, Priorslee** in the Notice of Key Decisions published on 9 October 2012.

Councillor P.R. Watling, Cabinet Member: Children, Young People & Families, presented the report of the Assistant Director: Development, Business & Housing which updated Members on progress on the Building Schools for the Future (BSF) programme.

The report outlined the work that had been undertaken to progress the approval for a new-build school for Ercall Wood Technology College, and summarised the amendments to the original Outline Business Case. The Final Business Case now had to be approved by Cabinet for submission to the Education Funding Agency (EFA) and the Department for Education (DfE). Shepherd Construction Ltd, who had been appointed for the construction of the new Ercall Wood Technology College, were progressing with proposals for the scheme, and had secured planning approval for the site. Once the FBC submission was approved and the funding allocated, the Council would be in a position to enter into a contract with Shepherd Construction. The BSF framework also allowed for that contractor to be appointed to carry out further work on the BSF Programme without having to go through another competitive process.

The report also provided information on negotiations to acquire a site for the proposed multi-denominational Christian Academy in Priorslee. The Council had worked closely with local residents to find a suitable site for the new school. Also detailed were the proposed arrangements for the transfer of land at the existing Blessed Robert Johnson (BRJ) site to the Council in order to facilitate further phases of the BSF programme. Further information on the negotiations with the Governing Body of the BRJ Catholic College and the Diocese of Shrewsbury were provided at the meeting.

Members welcomed the progress being made on the BSF programme, and thanked the Lead Cabinet member and the Officers for all their work.

**RESOLVED –**

- (a) that the submission of the Ercall Wood Technology College Final Business Case to the Education Funding Agency (EFA) be approved, and that, subject to subsequent approval by the EFA (thereby releasing BSF funding) authority be delegated to the Assistant Director: Development, Business & Housing, in consultation with the Cabinet Member: Children, Young People & Families, to award the Single School Design and Build contract and the Future Schools Agreement to Shepherd Construction Ltd and to enter into all related contract documents;**
  
- (b) that the acquisition of land at Priorslee, as shown in Appendix 3 of the report, and land transfer arrangements with the Governing Body of Blessed Robert Johnson Catholic College and the Diocese of Shrewsbury be approved, and that authority be delegated to the Assistant Director: Development, Business & Housing, in consultation with the Cabinet Member: Children, Young People & Families, to agree the land acquisition and transfer arrangements, and to enter into all related contract**

**documents provided that the cost is considered by the Assistant Director of Finance, Audit & Information Governance to be affordable within the existing overall BSF funding envelope;**

- (c) that authority be delegated to the Assistant Director: Law, Democracy & Public Protection to agree and execute all necessary documentation, including the affixing of the common seal of the Council to contractual documentation as is appropriate under article 14.06 of the Constitution.**

**CB-64      TELFORD TOWN CENTRE – CAR PARKING FOR EMPLOYEES**

**Key Decision** identified as **Telford Town Centre – Car Parking** in the Notice of Key Decisions published on 9 October 2012.

Councillor W.A.M. McClements, Cabinet Member: Resources & Service Delivery, presented the report of the Assistant Director: Development, Business & Housing, which set out options for car parking in Telford Town Centre for employees based at Darby House, Addenbrooke House and, from 2014, the new Southwater One building.

The report detailed the likely number of car parking spaces that would be required (including visitor and customer parking), and outlined an approach to achieve this through a combination of use of existing staff car parks, purchase of a land asset and the lease of other spaces on a rental basis. The report also detailed the financial implications of this approach, and advised that all employees and elected members in Telford Town Centre that had access to parking would need to contribute to the costs through an annual payment. Some of the likely criteria for a charging scheme were set out in the report, but there would be negotiations with staff on the details and final cost before a scheme was finalised.

Members recognised that charging employees for car parking was difficult, but that in the financial climate facing the Council the provision of car parking spaces had to be cost neutral.

**RESOLVED –**

- (a) that the acquisition of all or part of the land asset as recommended within the report (and shown at Appendix 3) be approved, in accordance with terms to be agreed by the Assistant Director: Development, Business & Housing, in consultation with the Cabinet Member: Resources & Service Delivery;**
- (b) that the leasing-in of additional car parking spaces (as shown in Appendix 1 of the report) be approved, in accordance with terms to be agreed by the Assistant Director: Development, Business & Housing, in consultation with the Cabinet Member: Resources & Service Delivery;**

- (c) that authority be delegated to the Assistant Director: Law, Democracy & Public Protection to agree and execute all necessary documentation to give effect to the resolutions above and below;
- (d) that the principle of charging employees for parking, with the objective of covering the total cost of borrowing and therefore presenting a break-even position, be approved;
- (e) that authority be delegated to the Assistant Director: Customer & People Services to agree the annual charge and payment structure for the allocation of car parking passes to employees working at Darby House, Addenbrooke House and the new Southwater One building, in consultation with the Cabinet Member: Resources & Service Delivery.

The meeting ended at 5.40 pm.

**Signed for the purposes of the Decision Notices**

**Jonathan Eatough**  
**Assistant Director: Law, Democracy & Public Protection**  
**Date: 14 November 2012**

**Signed: .....**

**Date: .....**

**TELFORD & WREKIN COUNCIL  
 CABINET 6 DECEMBER 2012  
 DRIVING DELIVERY OF THE COUNCIL'S PRIORITIES: HALF-YEAR POSITION  
 REPORT OF THE MANAGING DIRECTOR  
 LEAD CABINET MEMBER – COUNCILLOR BILL MCCLEMENTS**

**PART A) – SUMMARY REPORT**

**1. PURPOSE**

1.1. To present a review of performance against the Council's priorities at 'half-year'.

**2. RECOMMENDATIONS**

2.1. That the following are considered:

- **the ongoing progress that the Council and its partners is delivering in key areas;**
- **whether there are any areas of performance which requires any targeted improvement.**

**3. SUMMARY IMPACT ASSESSMENT**

Community Impact	Yes	Achievement of the Priorities set out in the Council Plan will deliver many community benefits.
Financial & Value for Money Impact	Yes	Any financial implications arising from delivery or non delivery of the priority outcomes will need to be considered alongside the Council's budget strategy and met from within resources available.
Legal Issues	Yes	Under s.3 Local Government Act 1999 (as amended) the Council is under a duty (the Best Value duty) to "make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness". Statutory Guidance issued in September 2011 by the Department for Communities and Local Government makes it clear that overall value including economic, environmental and social value should be considered.
Other impacts, risks and opportunities	Yes	The ongoing and development programme of work to deliver the Council's Priorities will be evaluated to ensure risks are identified and managed and any associated opportunities are maximised. Delivering the Council's Priorities provides real opportunity to develop new arrangements and partnerships to improve the lives of local people.
Environmental	Yes	A number of the Council's Priorities will deliver environmental improvements – <i>"ensure that neighbourhoods are safe, clean and well maintained"</i> and <i>"regenerate those neighbourhoods in need and work to ensure that local people have access to suitable housing"</i> As new initiatives are developed they will be assessed for environmental impacts as the proposals are developed.
Impact on	Yes	Borough-wide impact.

**4. DRIVING DELIVERY OF THE COUNCIL'S PRIORITIES**

4.1. In September, Cabinet discussed the baseline performance position (as at end of year 2011/12) for a basket of measures against the Council's priorities. Two key areas which were identified by Cabinet as areas for improvement were:

- **Supporting 16 to 24 year olds** because of the pressures of unemployment and forthcoming benefit reform. In response two themes have been identified and taken forward:
  - 'Preparing Young People for Work' – this has been adopted as a priority for the Skills Task Force developed as part of the Co-operative Commission.
  - 'Supporting young people' when the impact of cuts to benefits feed through. Work is underway to map the current support services available to young people to identify gaps or where greater co-ordination is required.
- **Homelessness** – a homelessness task force has been established. It meets monthly and has identified its core workstreams, including the development of a 'foyer' to provide affordable and safe accommodation linked to employment and training opportunities, support and a range of other services.

4.2. Appendix One sets out progress against the basket of measures at 'half year' (to the end of September). At this point in the year, the data for a number of measures is not available usually because they are an annual measure. The headline messages from analysis of the latest data are presented below, followed by analysis for each of the Council's priorities:

**Headline Messages**

- **Both recorded crime and anti-social behaviour continue to fall. A year-on-year fall of 11.9% in crime and 14.6% in ASB.**
- **Progress continues to be made with educational attainment – particularly at 5 GCSE A\*-C which is now above the national position (60.7% and 58.4% respectively). We are expected to be comparable to the national position for KS2 Level 4 (80%). However, challenges remain to consistently 'narrow the gap' for pupils in receipt of Free School Meals (FSM) and Pakistani pupils.**
- **Latest data for teenage pregnancy shows another improvement - down to 46.5 (per 1,000 15-17 year old girls) from 47.5.**
- **Pressures around homelessness are currently being managed. The use of B&B as temporary accommodation is falling and there are currently no 16-17 year olds in B&B.**
- **Whilst the overall level of unemployment (from 8.6% to 8.4%) in the Borough has fallen to below the regional rate (8.9%), youth unemployment continues to rise (up to 26.3% from 23.2%).**

### **Priority: Ensure that Neighbourhoods are Safe Clean and Well Maintained**

- 4.3. Following the trend in 2011/12, the rate of reported crime continues to fall. At half-year, there had been 4,105 recorded incidents compared to 4,660 at the same period in 2011. The rate is forecast to fall to 59.4 per 1000 population compared with 67.6 in 2011/12. On this basis it is expected to remain better than the national position at year end.
- 4.4. Reported incidents of ASB are falling. There were 4,402 police-recorded ASB incidents to end of August, compared to 5,157 (30.91 per 1000 population) in the same period of 2011. Projected end of year performance (59.06 per 1000 population) is likely to remain above the national position (49.04 per 1,000 population in 2011/12).
- 4.5. The recycling rate has increased – up from 43% at the end of 2011/12 to 48.1%. Although dry recycling and residual waste tonnages continue their downward trend, green waste tonnage is up on last year and has helped boost recycling rate at this time.

### **Priority: Improve Local People's Prospects Through Education and Skills Training**

- 4.6. Latest provisional data, shows that the level of educational attainment in the Borough, overall, continues to rise but there remain critical challenges in terms of 'narrowing the gap':
- Achievement at Early Years Foundation Stage has risen from 52% to 55% (remaining below un-validated national average of 64%).
  - Level 4 or above in both English and Maths at KS2 has risen to 78% from 73.7%. Our performance is expected to rise to 80% when the final data is available. Un-validated national average is currently 80%.
  - Achievement of 5 A\*-C GCSE including English & Maths – rising from 57.9% to 60.7% and is **now above the un-validated national average of 58.4%**.
  - The Council has adopted four 'narrowing the gap' educational attainment measures as its statutory equalities objectives (KS2 and KS4 Pakistani pupils and those receiving Free School Meals). At this time, we do not have appropriate data to assess the 'gap', but preliminary data shows:
    - significant improvement in attainment by Pakistani pupils at KS2 L4 with the level of achievement rising from 29.0% to 68.4% in the past 12 months.
    - attainment by Pakistani children at GCSE 5 A\* to C fell from 50% to 43.4%.
    - attainment by children in receipt of Free School Meals rose from 61% to 62.2% at KS2 but fell from 34.0 to 30.5% at GCSE 5 A\* to C.
  - Achievement rate of a level 2 qualification by the age of 19 – up from 78.2% to 80%.
  - Achievement rate of a level 3 qualification by the age of 19 – up from 51.1% to 57%.
- 4.7. As part of the continuous review of the basket of performance measures against the Council's priorities, we are proposing to introduce a number of 'progress' measures around educational attainment. We will also be reviewing the use of Free School Meals
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as a pupil marker and consider the use of the Pupil Premium. These will be presented as part of '9 month' reporting.



### **Priority: Improve the Health & Well Being of our Communities and Address Health Inequalities**

4.8. Data for indicators in this priority are typically published annually and many are included in the new national Public Health Outcomes Framework (published 20 November). The majority of indicators selected for this priority are measures where the Telford and Wrekin position is statistically significantly worse than the national average for England, as determined through the Telford and Wrekin JSNA benchmarking exercise. As such, the majority of these indicators relate to the agreed Joint Health and Wellbeing Strategy priorities, the Health and Wellbeing Board have agreed that a performance framework will be developed to monitor the impact of the strategy.

4.9. **The position of the majority of the indicators in this section improved in 2011/12 compared to 2010/11 and for indicators where 2012/13 in-year positions are available improvement is demonstrated;** including teenage pregnancy (down to 46.5 per 1,000 15-17 year old girls from 47.4), breastfeeding (up to 33.9% from 32.9%) and smoking in pregnancy (down to 22.3% from 22.7%).

### **Priority: Protect and Create Jobs as a 'Business Supporting, Business Winning' Council**

4.10. The overall rate of unemployment in the Borough fell between July 2011 and June 2012 from 8.6% (a high of 9.4% in 2010/11) to 8.4%. This is now below the regional rate (8.9%) but above the national rate (8.1%). The number of people unemployed is 6,900.

4.11. Youth unemployment (16 to 24 year olds) has however, risen over this period from 23.20% to 26.3%, remaining above the national (21.2%) and regional rates (23.2%). The number of this age group unemployed is 2,300 people.

4.12. The number of young people (16 to 18 year olds) not in education, employment or training numbers at the end of September was 357, a rate of 9.4%. At this point in the academic year, this number is at a high point as students move from completed courses to other activity and the data has to catch-up.

### **Priority: Protect and Support Vulnerable Children And Adults**

4.13. *Children:*

- Educational attainment of children in care has improved, the rate of 5 GCSE A\* to C attainment increased from 20% (2011/12) to 34.5% (small numbers).
  - The latest data for the percentage of children in care who are 'EET', shows that there were not any who were in employment, education or training (small numbers).
  - The number of children in care has remained stable (303 at half-year point) – 80.37 per 10,000 children compared with 79.5 outturn for 2011/12.
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- The number of children subject to a child protection plan per 10,000 population has fallen from 58.6 to 56.2. However, the proportion of children with a plan who had previously had a plan has increased from 16.2% (2011/12) to 16.7%.
- Latest evidence shows, that 75% of care leavers were in suitable accommodation (small numbers), up from 68% in 2011/12.

#### 4.14. Adults:

- The proportion of people using self directed support has increased from 36.2% to 37.3% - based on this performance, we are forecasting that we will remain below the national position at year end. This measure has been identified as a national priority.
- There has been a slight fall in the proportion of people who receive direct payments from 5.8% (2011/12) to 4.4%.
- Delayed transfer of care from hospitals has improved – down from 8.5% to 3.35%. Where the transfer delays are attributable to (fully or partially) adult social care, the rate has fallen too – down from 4.2% to 2.4%.

#### **Priority: Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Suitable Housing**

4.15. The number of statutory homelessness acceptances per 1,000 households is 0.81 (56 cases). By the end of 2012/13 it is forecast that the cumulative number of homeless cases will have fallen from last year (136 to circa 120 cases); there are however many extraneous factors which may negatively impact on this. There has been a small positive increase in the percentage of homeless cases which are prevented or relieved up from 69.3% to 72.3%.

4.16. The proportion of all homelessness acceptances which are from 16 to 24 year olds has increased – however this is as a result of a fall in the overall number of acceptances rather than an increase in the number of 16 to 24 (31) year olds presenting. The incidence of 16 or 17 year olds being homeless has fallen – we have to date accepted 6 people of this age group as homeless and we are forecasting that this year's overall rate will be half of last years.

4.17. The number of nights of B&B usage has dropped dramatically due to a change in the type of temporary accommodation used. It is expected that the total number for 2012/13 will be half the 2011/12 rate. **There are currently no 16 or 17 year olds in B&B accommodation.**

**Report Prepared by Jon Power, Delivery & Planning Manager, Ext 80141.**

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Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CM050	Resident satisfaction with recycled and household waste collections	81.0%	-	-	-	-	-	-	-	Progress against these measures will be benchmarked through the December/January Community Panel Survey. It is expected that the data will be available at 9 months monitoring
CM051	Resident satisfaction with cleanliness of local neighbourhood	61.0%	-	-	-	-	-	-	-	
CM052	Resident satisfaction with the conditions of roads	34.0%	-	-	-	-	-	-	-	
CM053	Resident satisfaction with the conditions of pathways	38.0%	-	-	-	-	-	-	-	
CM054	Resident satisfaction with District parks	82.0%	-	-	-	-	-	-	-	
CM055	Resident satisfaction with Town Park	88.0%	-	-	-	-	-	-	-	

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CM089	Rate of recycling within the borough	43.0%	43.0%	Stayed the same	40.1%	Better	48.1%	43.0%	End of year rate is likely to be close or comparable with 2012/12 outturn	% slightly higher than this time last year. Both Dry recycling and Residual Waste tonnages continue downward trend. However due to growing conditions this summer, Getting better tonnage is up on last year and has helped boost recycling rate at this time.
<b>Improve Local People's Prospects Through Education and Skills Training</b>										
CM007	Percentage of workforce with level 3 qualifications	15.6%	16.3%	Getting better	17.1%	Worse	-	-	-	-
CM008	Percentage of workforce with level 4 qualifications	28.4%	29.7%	Getting better	30.4%	Worse	-	-	-	-
CM082	Achievement of at least 78 points across EYFS with at least 6 in each of Personal, Social and Emotional Development, Communication, Language and Literacy	52.0%	52.0%	Stayed the same	59.0%	Worse	55%	55%	Getting better	Provisional data. 64% national.

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CM083	Achievement rate of level 4 or above in both English and Maths at KS2	71.0%	73.7%	Getting better	74.0%	Comparable	78%	80%	Getting better	This is un-validated data and excludes several school's English Assessment scores due to late submission. Their inclusion would increase the result to nearly 79%. The results for 2 other schools are also currently missing which, when included will see our result rise to either at or above the national average of 80%
CM084	Achievement rate of 5 A*-C GCSE or equivalent including English and Maths	55.9%	57.9	Getting better	58.4%	Comparable	60.7%	60.7%	Getting better	This data is un-validated. Our result is above the provisional national un-validated average of 58.4%
CM085	The attainment gap between FSM and their peers at KS2	22.0%	17.0%	Getting better	-	-	-	-	-	62.2% of FSM pupils achieved Level 4 at KS2, compared with 61% in 2011/12. This data is not the same as that used to calculate the Borough wide figures and so the 'gap' cannot be calculated at this time

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CM086	The attainment gap between FSM and their peers at KS4	27.0%	29.0%	Getting Worse	-	-	-	-	-	30.5% of FSM pupils achieved 5 A* - C GCSE down from 34.0% in 2011/12. This data is not the same as that used to calculate the Borough wide figures and so the 'gap' cannot be calculated at this time.
CM087	The attainment gap between Pakistani children and their peers at KS2 (rolling 3-year average)	14.1%	26.1%	Getting Worse	-	-	-	-	-	There has been a significant improvement in KS2 L4 attainment by Pakistani pupils up to 68.4% from 29.0%. This data is not the same as that used to calculate the Borough wide figures and so the 'gap' cannot be calculated at this time.
CM088	The attainment gap between Pakistani children and their peers at KS4 (rolling 3-year average)	23.0%	12.0%	Getting better	-	-	-	-	-	Attainment by Pakistani pupils fell from 50% in 2011/12 to 43.4% in 2012/13. This data is not the same as that used to calculate the Borough wide figures and so the 'gap' cannot be calculated at this time.
CM091	Achievement rate of a level 2 qualification by the age of 19	74.0%	77.0%	Getting better	82.0%	Worse	80%	-	Getting better	-

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CM092	Achievement rate of a level 3 qualification by the age of 19	51.0%	53.0%	Getting better	60.0%	Worse	57%	-	Getting better	-
<b>Improve the Health &amp; Wellbeing of Our Communities and Address Health Inequalities</b>										
CYP016	Hospital admissions caused by unintentional and deliberate injuries in under 18s	137.4	117	Getting better	124	No significant difference compared to England	-	-	-	Data reported on annual basis, in-year performance assessment not available
CM009	Percentage of reception children who are obese	10.6%	10.4%	Getting better	9.4%	No significant difference compared to England	-	-	-	Data reported on annual basis, in-year performance assessment not available – 2012/13 data expected December 2012
CM010	Percentage of year 6 children who are obese	20.1%	18.7%	Getting better	19%	No significant difference compared to England	-	-	-	Data reported on annual basis, in-year performance assessment not available 2012/13 data expected December 2012
CM011	Mortality from all cardiovascular diseases (including heart disease and stroke) aged < 75 (Annual trend)	77.8	80.25	Getting worse	64.7	Statisically significantly worse than England	-	-	-	Data reported on annual basis, in-year performance assessment not available

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CM012	Premature mortality from all cancers (rate per 100,000 pop, under 75 years)	122.9	122.55	Getting better	110	Statisically signficiantly worse than England	-	-	-	Data reported on annual basis, in-year performance assessment not available
CM013	Male life expectancy at birth (years)	77.4	77.5	Getting better	78.6	Statisically signficiantly worse than England	-	-	-	Data reported on annual basis, in-year performance assessment not available
CM023	Teenage conceptions (rate per 1,000 girls aged 15-17 years)	52.7	47.5	Getting better	35.4	Statisically signficiantly worse than England	46.5	-	Getting better	Performance data for 2011 Q1 only
CM024	Smoking-related deaths (rate per 100,000 pop)	248.8	238	Getting better	211	Statisically signficiantly worse than England	-	-	-	Data reported on annual basis, in-year performance assessment not available
CM025	Hospital admissions attributable to smoking (rate per 100,000 pop)	1,381	1,579	Getting worse	1,417	No significant difference compared to England	-	-	-	Data reported on annual basis, in-year performance assessment not available

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CM026	Smoking in pregnancy (% of mothers smoking at delivery)	23.6	22.7	Getting better	13.1	Statistically significantly worse than England	22.3	-	Getting better	Target set for 2012/13 = 20%
CYP001	Breastfeeding (% of infants breastfeeding at 6-8 weeks)	33.2	32.9	No change	47	Statistically significantly worse than England	33.9	-	Getting better	Target set for 2012/13 = 34.5% 2012/13 performance Q1 = 32.9% Q2 = 34.8% Q1-Q2 = 33.9%
CYP003	Hospital admissions as a result of self-harm (rate per 100,000 pop, all ages)	238	203	Getting better	212	No significant difference compared to England	-	-	-	Data reported on annual basis, in-year performance assessment not available
CM064	Smoking cessation (rate of successful quitters, per 100,000 pop)	1,452	1,482	Getting better	944	Statistically significantly better than England	-	-	-	Data reported on annual basis, in-year performance assessment not available
CM065	Successful four week smoking quitters (as a % of estimated adult smokers)	4.9	6.3	Getting better	4.1	Statistically significantly better than England	-	-	-	Data reported on annual basis, in-year performance assessment not available

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
<b>Protect and Create Jobs as a 'Business Supporting, Business Winning' Council</b>										
CM001	Number of Jobs within Borough	77,900	75,800	Getting Worse	-	-	-	-	-	-
CM002	Unemployment rate	9.40%	8.70%	Getting better	8.1%	Worse	8.4%	-	Getting better	Worse than the national rate (8.1%) but better than the regional rate (8.9%)
CM004	Youth unemployment rate	27.30%	23.10%	Getting better	21.1%	Worse	26.3%	-	Getting worse	Worse than both the national (21.2%) and the regional rate (23.2%)
CM090	Young people not in education, employment or training	-	8.5%	-	6.1%	Worse	9.4%	7%	-	Half-year position 347 NEETs.

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
<b>Protect and Support our Vulnerable Children and Adults</b>										
CM028	Percentage of children now aged 19 who were looked after in their 17th year who were in education, training or employment in the four months around their 19th birthday	41.60%	52.6%	Getting better	61.0%	Worse	Zero%	-	Getting worse	To date five young people have reached the end of their 4 month window of those none were in EET. We are not in touch with one young person Information is being sought as to whether the young people are now in EET.
CYP015	Number of children in care per ten thousand (<18)	68.3	79.5	Getting Worse	SFR detail available November 2012	-	80.37	-	Stayed the same	Numbers are remaining relatively stable. At this period there were 303.
CYP021	Children subject to a CP Plan per 10,000	54.3	58.6	Getting Worse	-	-	56.2	-	Getting better	A slight improvement in terms of numbers of children with a Child Protection Plan
CYP018	% of children with a CP Plan who had previously had a CP Plan	12.4%	16.2%	Getting Worse	-	-	16.7%	-	Getting worse	Children being made subject to a CP plan a subsequent time has increased. An analysis of reasons for this is being undertaken.
CYP050	% of children who were in care for 2.5 years with the same placement for 2 years	73.3%	79.2%	Getting better	-	-	80.4%	-	Getting better	This continues to be a positive trend.
	Percentage of children in care living with local foster carers	-	-	-	-	-	-	-	-	Measure being developed

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CM027	Percentage of Children in Care who get 5 GCSE's A*-C including English and Maths	10.50%	20%	Getting better	11.6%	Getting better	34.5%	-	Getting better	Provisional data for a cohort of 29. This is a positive outturn and may further improve pending further information about four young people for whom the results are not yet validated.
CYP052	% CiC reaching level 4 in maths at KS2	50%	29%	Getting Worse	50%	-	-	-	-	-
CYP053	% CiC reaching level 4 in English at KS2	50%	14%	Getting Worse	48%	-	-	-	-	-
CYP054	% of care leavers at 19 in suitable accommodation	79.2%	68.4%	Getting Worse	-	-	75%	-	Getting better	To date five young people have reached the end of their 4 month window. We are not in touch with one young person, of the remainder ¾ (75%) were in suitable accommodation.
CM073	Proportion of people using social care who receive self-directed support	30.2%	36.2%	Getting better	43%	Worse	37.3%	-	Getting better	Data comment - this indicator has been identified as a national priority
CM074	Proportion of people using social care who receive direct payments	5.4%	5.8%	Getting better	13.7%	Worse	4.4%	-	Getting worse	-

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CM075	Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into re-ablement/rehabilitation services (Those offered Intermediate Care)	77.9%	74.3%	Getting Worse	82.6%	Worse	-	-	-	Data is collected for the period October to December and will be report at end of year.
CM076	People receiving re-ablement service who need no support at the end of their service	-	37.0%	-	-	-	-	-	-	Data comment - there are some concerns over the data that has been collected and therefore performance has not been reported and this issue will be investigated as a matter of urgency.
CM077	Delayed transfers of care from hospital	-	8.5	-	9.8	Getting better	3.35	-	Getting better	-
CM078	Delayed transfers of care from hospital which are fully or partially attributable to adult social care	-	4.22	-	3.8	Worse	2.4	-	Getting better	-
CM079	Carer-reported quality of life	-	-	-	-	-	-	-	-	Survey currently underway - results ready for 9 months monitoring
CM080	The proportion of carers who report that they have been included or consulted in discussion about the person they care for	-	-	-	-	-	-	-	-	Survey currently underway - results ready for 9 months monitoring

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CM081	The proportion of people being assessed who feel they were treated with dignity and respect		95.3%	Getting better	-	-	96.0%	96.0%	Stayed the same	
<b>Regenerate those Neighbourhoods in Need and Work Hard to Ensure that Local People Have Access to Suitable Housing</b>										
CM060	Number of Homeless acceptances per 1000 households	1.61	2.04	Getting Worse	2.03	Comparable	0.81	1.73	-	The number of homeless acceptances is predicted to drop from 136 to 120.
CM061	% of all homeless households which were of 16 to 24 year olds	68.5%	56.6%	Getting better	36.2%	Worse	55%	58%	Getting worse	The percentage of 16-24 year old acceptances, as a % is getting worse as the number of acceptances has fallen rather than an increase in the number of 16-24 year olds presenting.
CM062	The number of nights that B&B's are used per annum	5,107	6139	Getting Worse	-	-	2,543	2,600	Getting better	The number of nights of B&B usage has dropped dramatically due to a change in the type of temporary accommodation used.
CYP010	% of homelessness cases prevented or relieved	68.3	69.3	Getting better	-	-	72.3	72.8	Getting better	-
CYP013	% of 16- 17 year olds accepted as homeless	25.4	21.3	Getting better	-	-	10.7	12.5	Getting better	-

Ref	Indicator Title	2010/11	2011/12	Annual Direction of Travel 10/11 to 11/12	National Comparator 2011/12	Comparison to national position 11/12	Half-year performance 2012/13	Estimate of 2012/13 outturn	Direction of travel compared to 2011/12	Commentary on Half Year Performance
CYP014	% of 16-17 year olds in Bed and Breakfast accommodation	50.0	18.7	Getting better	-	-	Zero	Zero	Getting better	-
CM072	Number of new home built per annum	511	776	Getting better	-	-	-	-	-	Data available in second half of the year.

**TELFORD & WREKIN COUNCIL**

**CABINET - 6<sup>th</sup> December 2012**

**SCHOOL ORGANISATION – BEHAVIOUR REVIEW / JIGSAW SCHOOL**

**REPORT OF ASSISTANT DIRECTOR EDUCATION AND SKILLS**

**PART A) – SUMMARY REPORT**

**1. SUMMARY OF MAIN PROPOSALS**

The purpose of this report is to update cabinet following a period of consultation over proposals for Behaviour Management including JIGSAW School.

**2. RECOMMENDATIONS**

**2.1 Cabinet approves the placing of the statutory public notice for transferring responsibility for delivering education on the Jigsaw site to the control of the Local Authority with effect from September 2013.**

**2.2 The Jigsaw site be used to establish a specialist ASC / BESD provision extending the age range on the site from 11-16 to 10-18, to provide a limited number of places for Year 6 pupils and post 16 provision for this specialist group.**

**2.3 An Assessment and Intervention centre with the capacity for 16 full time equivalent places should be established under the leadership of Haughton School to replace the Key Stage 1 and 2 provision at Admaston.**

**2.4 An Assessment and Intervention centre with the capacity for 16 full time equivalent places should be established under the leadership of Southall School to replace the Key Stage 3 provision at Admaston.**

**2.5 Establish Specialist Provision at Telford College (TCAT) for students aged 14 or over with the capacity for 32 full time places to replace the current provision at King Street.**

### 3. SUMMARY IMPACT ASSESSMENT

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to priorities emerging from budget consultation?	
	Yes	Our own JIGSAW provision will establish a strong relationship with employers and support growth through developing an appropriate skilled and motivated workforce. The resiting of 14+ provision at TCAT will also contribute to this priority. Children and their families will be supported to success through good quality education (Improved life chances for all), the needs of children and young people are best met in their families and communities (vulnerable children are protected), and by working with employees, service users (children, young people and their families) we will improve outcome for this group (a cooperative Council working with the community).
	Will the proposals impact on specific groups of people?	
	Yes	This policy will impact on children who are assessed as having a special educational need which is currently not being appropriately met in our maintained schools, leading to a number of high cost external placements. In particular a number of children and young people with Autistic Spectrum Condition (ASC) and behaviour, emotional and social development (BESD) needs
<b>TARGET COMPLETION/DELIVERY DATE</b>	The proposed projects will be delivered for commencement in September 2013. The Jigsaw site would provide an ASC and BESD specialist provision under the management of the Local Authority. The management of the Assessment and Intervention centres would transfer to the relevant special schools at this time.	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	It is anticipated that these proposals should result in reduced unit costs and increased efficiencies. As part of the Government's changes to school funding from 2013/14, the funding for special schools will have to be calculated on a 'place plus' basis from April 2013. We are currently consulting with special schools and following that the Schools Forum with regard to implementing these changes in our special schools and PRUs. Once this is complete we will be able to set budgets for specialist provision in 2013/14. It will not be possible to identify the potential savings of these proposals until the ongoing work on the specialist provision funding is complete. More detail is contained within Section 8 of this report. TAS 16.11.12

<b>LEGAL ISSUES</b>	Yes	A full Legal Comment is provided at Part B) Additional Information at Paragraph 9
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	Yes	Recommendations on the use of the houses on the Jigsaw site will be presented early in the new year.
<b>IMPACT ON SPECIFIC WARDS</b>	No	Children and young people attending JIGSAW school come from across the Borough. JIGSAW school is located in the Hadley & Leegomery Ward. A change in status will not have any significant impact on the ward.

## **PART B) – ADDITIONAL INFORMATION**

### **4. INFORMATION**

- 4.1 Jigsaw is part of the Hadley Learning Community Private Finance Initiative. The premises at Jigsaw comprise the school unit (for 30 pupils) with sports hall and grounds and car parking. Four purpose built 4 bedded children’s homes form a crescent adjacent to the school.
- 4.2 We hold a contract with Castle Care to the value of £741,000 per annum for the school provision. This funds 30 places at the school for children in key stages 3 & 4 (11 – 16 yrs) with significant and complex behavioural, emotional and social difficulties (BESD) who are on school action plus and may have a statement of educational need (SEN).
- 4.3 Current special provision, including JIGSAW does not meet present needs, with secondary phase special school provision at capacity, leading to a number of high cost external placements. There is space within the current JIGSAW school for at least 18 additional students without additional building.
- 4.4 We are also considering options for using the 4 houses on the JIGSAW site which will be the subject of a future report.
- 4.5 We currently operate two Pupil Referral Units at Amaston, catering for students in Key Stages 1,2 &3, and King Street for students aged 14+. The provision at Admaston is complicated by the wide age range and the proposals to split provision in line with our Primary and Secondary split within mainstream schools will lead to improved educational outcomes.
- 4.6 Telford College (TCAT) is one of our key partners providing education and training to upskill our potential workforce for the borough. The siting of specialist provision for vulnerable young people, who have experienced barriers to accessing mainstream education, will provide greater opportunities and lead to a reduction in young people identified as NEET.

## **5. IMPACT ASSESSMENT – NEEDS & DEMAND**

- 5.1 A Behaviour Working Party has been assessing the current provision across the borough to meet the needs of those students who experience barriers to accessing mainstream education. A forum for the collection of evidence comprised all interested parties, or their representatives, chaired by Garry Philips, Principal at New College, Telford, met on three occasions across the Spring and Summer terms of 2012. This led to the establishment of five task and finish groups which took the evidence from the larger forum and collected further evidence through discussions with key partners.
- 5.2 A further task and finish group comprising managers from disabled children's services, education, SEN, commissioning and school improvement undertook an analysis of need focussing on Telford and Wrekin students with a Statement of Education Need (Statement) 20 hrs+ attending a range of education establishments including independent schools (out of Borough placements), Jigsaw school, mainstream and Mount Gilbert. This analysis concluded that the biggest individual cohort of children and young people placed were those who fell into the Autistic Spectrum Condition (ASC) and Behaviour, Emotional and Social Development (BESD) category of need.
- 5.3 The group concluded that this cohort could therefore form an ASC/BESD specialist provision operating from the JIGSAW school site. If this proposal is approved a period of transition will be required with changes taking places over a number of years.

## **6. PROPOSALS**

- 6.1 The Council develops a specialist ASC setting for children and young people who also experience behavioural, emotional, and social difficulties (BESD). The provision would work towards achieving the standards of the NAS Autism Accreditation Scheme. This provision will complement provision already in place or being developed in mainstream primary and secondary schools for children and young people at the lower end of ASC or BESD need.
- 6.2 To allow time to develop a specialist ASC setting it is proposed that the existing school be annexed to a mainstream secondary school. A Deputy Headteacher in charge of the setting would work to the Headteacher at the mainstream school from September 2013. This will allow the JIGSAW setting to benefit from the Headteacher's extensive management and educational expertise and provide links to the other schools in the borough. We are seeking the agreement of the preferred secondary school's governing body to this proposal.
- 6.3 Haughton Special School is a primary Moderate Learning Difficulty school which also supports the needs of children with a range of challenging behaviour. The school is currently involved in a specialist pilot to work in a multidisciplinary way with some of the borough's most vulnerable children. The expertise which has been developed by the headteacher and her staff will greatly enhance the work of the proposed assessment and intervention centre for primary aged pupils. Furthermore, by centring

all provision for vulnerable children of primary age around one school will ensure support is appropriately focused to meet the needs of all.

- 6.4 Southall Special School is a secondary Moderate Learning Difficulty school which deals with a similar range of pupils to those catered for at Haughton. The current Headteacher has extensive experience in both mainstream and special school settings and the proposal to transfer the management of the Assessment and Intervention Centre for Key Stage 3 pupils will ensure that support is appropriately focused to meet the needs of all pupils and better prepare students into transition into Key Stage 4 programmes of study.
- 6.5 Many students currently at King Street follow programmes which include vocational options delivered at Telford College. By relocating to the Telford College site, these students will be better supported and have a greater continuity in their studies. This will be particularly important in order to meet the government target to raise the participation age for all young people up to age 17 from September 2013 and to age 18 from September 2015.
- 6.6 Department for Education (DfE) guidance indicates that ending the current contract with Caste Care and transferring the school to become an annex of a mainstream secondary school would require publication of a public notice for a period of six weeks in accordance with the timetable below.

## **7. CONSULTATION**

- 7.1 In line with statutory requirements and the Council's "Cooperative Council" priority we have worked with employees and our community through a series of initial informal engagement and consultation sessions with partners, stakeholders and service users including:
- Neighbouring Local Authorities
  - Local Members
  - Parish councils
  - Diocesan authorities
  - Local schools and statutory agencies including health
  - Employees of JIGSAW school and care homes
  - Parents and carers (including corporate parents) of children and young people at the JIGSAW school
  - As part of the longer term proposal parents from across Telford & Wrekin will be asked for their views on the need for a local specialist school for young people with autism. We will also consult with existing groups and organisations including Parent Partnership Services, Parents Opening Doors (PODs) etc.
- 7.2 Feedback during consultation has been positive. Summarised below are a number of comments received during consultation:

No local authority or other consultee have raised any objections to the proposal

From Jigsaw parents: who returned written questionnaires

- “ The school is very effective in dealing with the pupils it currently has both in relation to behaviour and academically. If it was to link with a mainstream school,as a parent of a pupil I would want some reassurance that this would not change”
- “ I am quite happy with the way the Jigsaw school is run at the moment.”

From Jigsaw pupils : who had a session with the engagement team

- Comments were mostly questions such as if the school is run in a different way
- How long would the school day be ? Will anything be added to the school ? Is it going to affect us ? Will the uniform change ?

From local schools : contacted by email

- “ when considering the reorganisation of Jigsaw School I think it is absolutely paramount that there are places for primary aged children “

Local special school head teachers have asked for clear criteria for each special school in the borough, a review of the implications of any reorganisation for existing schools , hows the proposals link to BSF plans regarding autism hubs in two mainstream settings and a transparent funding formula.

- 7.3 The proposal for Jigsaw above would involve the TUPE transfer of staff at Jigsaw to the mainstream secondary school with effect from 1<sup>st</sup> September 2013. As the staff are Castlecare employees they would have to arrange communication to staff and a consultation period prior to the transfer, The Council would represent the school as the receiving employer. Indicative dates for Castlecare are shown in light grey below.
- 7.4 The proposals for the Assessment and Intervention Centres (at Houghton and Southall) and for the Specialist Provision at Telford College would mean relocation of current Telford and Wrekin employed staff. As part of phase 3 of the Education and Skills restructure, proposals for a new staff structure will be published in January.
- 7.5 The following indicative timetable would enable transition of Jigsaw provision to the mainstream school with effect from 1<sup>st</sup> September 2013:

No.	Activity <sup>1</sup>	Date By
<b>1</b>	<b>Cabinet approval to consult</b>	<b>6<sup>th</sup> December 2012</b>
<b>2</b>	<b>Statutory Consultation Begins</b>	<b>7<sup>th</sup> January 2013</b>
<b>3</b>	<b>Statutory consultation ends (full 6 weeks)</b>	<b>18<sup>th</sup> February 2013</b>
<b>4</b>	<b>Cabinet to consider outcome of consultation</b>	<b>28<sup>th</sup> February 2013</b>
<b>5</b>	<b>Publish statutory notice (PN) – assumes cabinet approval</b>	<b>1<sup>st</sup> March 2013</b>
<b>6</b>	<b>PN Representation period complete</b>	<b>12<sup>th</sup> April 2013</b>
<b>7</b>	<b>Cabinet make final decision</b>	<b>25<sup>th</sup> April 2013</b>

<sup>1</sup> School Organisation Required dates shown in bold

8	TUPE consultation begins (Castle Care)	4 <sup>th</sup> March 2013
9	Meeting with staff/ TU's (Castle Care)	March 2013
10	Meeting with staff/ TU's (T&WC)	March 2013
11	TUPE consultation ends	19 <sup>th</sup> April 2013
12	Employee liability information provided	7 <sup>th</sup> June 2013
13	Staff transfer	1 <sup>st</sup> Aug 2013

7.5 Following the Cabinet decision some bodies are entitled to lodge an appeal with the Office of the School's adjudicator which could take a further 4 to 6 weeks

## **8. FINANCIAL COMMENT**

8.1 Delivery of the school provision on the Jigsaw site costs the Local Authority £741,000 p.a. which is paid to the contracted service provider. There are also other costs associated with the premises which are incorporated in the PFI contract with Interserve.

8.2 The average cost of each externally placed pupil for these purposes is in the region of £90,000 per annum.

8.3 By increasing the capacity at JIGSAW to accommodate an additional 18 children and young people and by re-designating the school ASD/BESD we would expect to reduce the unit cost per pupil and reduce the cost of external placements. Further efficiencies are also be expected by the replacement of the existing Key Stage 1, 2 3 and 4 provision.

8.4 As part of the Government's changes to school funding from 2013/14, the funding for special schools will have to be calculated on a 'place plus' basis from April 2013, i.e. £10,000 per place plus a top-up per pupil. Similarly, funding for Pupil Referral Units (e.g. the proposed Assessment and Intervention Centres and Specialist Provision at TCAT) will from April 2013 have to be based on £8,000 per place plus a top-up per pupil.

8.5 We are currently consulting with special schools and following that the Schools Forum with regard to implementing these changes in our special schools and PRUs. Once this is complete we will be able to set budgets for specialist provision in 2013/14.

8.6 It will not be possible to identify the potential savings of these proposals until the ongoing work on the specialist provision funding is complete.

## **9. LEGAL COMMENT**

- 9.1 The Project Agreement dated 15<sup>th</sup> March 2005 between the Council and Pyramid Schools (Hadley) Limited (“Pyramid”), required that Pyramid would invest and participate in the design, build, servicing and maintenance of school facilities pursuant to the Private Finance Initiative at the site known as the Hadley Learning Community and Jigsaw Project.
- 9.2 All current contractual documents for the Jigsaw Project between the Local Authority and CastleCare Group Limited ,acting by its subsidiaries Castle Homes Care Limited and CastleCare Education Limited, were completed on 26.6.09.
- 9.3 These documents comprise the PrincipleAgreement ,which has a term of 3 years from 1.8.09 to 31.7.12 .This included an option to extend for 2 years under Clause 3.2., provided the parties meet to discuss the option no later than 12 months prior to the expiry date. The contract has been extended for 12 months to 31<sup>st</sup> July 2013 in respect of the school and one of the care hones (4 beds, 3 block conracts and one spot contracted.
- 9.4 There were also 2 leases entered into for the same 3 year term, one for the school and one for houses 2 and 4. The lease for the school and home house number 2 were extended to 31<sup>st</sup> July 2013
- 9.5 Clause 20 of the Principle Agreement deals with termination ,which enables written notice to be given by either party to the other in the event of corruption ; change of control affecting the ability to provide the services; administration; or material default that cannot be remedied.
- 9.6 Otherwise, the Agreement will terminate forthwith if the Property Agreement [i.e. the related leases] ceases in its entirety , or if the Provider ceases to be registered with Ofsted .
- 9.7 Therefore , the Agreement is coterminous with the leases and will end when the leases end.
- 9.8 There is no provision for notice to be given under the Agreement to this end , therefore when the leases end on 31<sup>st</sup> July 2013 ,the Agreement will cease, as clearly set out in Clause 20.
- 9.9 The leases are excluded from the security of tenure provisions of the Landlord and Tenant Act 1954, which means they will automatically come to an end at the end of the term, again, without notice being required.
- 9.10 Although the main contractual documents do not require notice to be given , it would be important for the Council to advise the Providers of its intentions as soon as possible ,especially due to the impact of the Transfer of Undertakings (Protection of Employment) Regulations 2006 (as amended) (TUPE) which will be applicable to the current staff group at the school and the required statutory consultation process.

- 9.11 Schedule 2 of the Agreement covered the separate service level agreements to be entered into with Interserve Education, Pyramid, the Council or the Primary Care Trust. These will individually need to be considered as to any notice requirements that they contain if they are to be co terminous with the main Agreement.
- 9.12 The changes to school organisation are governed by the requirements of the Education and Inspections Act [2006] (the EIA ) and Guidance from the Department for Children Schools and Families ,now Department for Education. The Local Authority are required to follow a statutory consultation process to establish a specialist ASD School ,pursuant to the requirements of Part 2 and Schedule 2 of the EIA [2006].

## **10. IMPACT ASSESSMENT – ADDITIONAL INFORMATION**

- 10.1 Our own JIGSAW provision will establish a strong relationship with employers and support growth through developing an appropriate skilled and motivated workforce in line with our emerging priority “A growing local economy to create jobs”
- 10.2 Children and their families will be supported to success through good quality education in line with our emerging priority “Improved life chances for all”
- 10.3 The needs of children and young people are best met in their families and communities in line with our emerging priority “Vulnerable children are protected”. This will be achieved by reducing the need for children and young people to be placed out of Borough to meet their educational needs.

## **11. PREVIOUS MINUTES**

N/A

## **12. BACKGROUND PAPERS**

N/A

**Report prepared by Jim Collins, Assistant Director Education & Skills - Telephone: 01952 380900**

## **TELFORD & WREKIN COUNCIL**

**CABINET – 6th DECEMBER 2012**

### **RELOCATION OF THE INCLUSIVE EDUCATION SERVICE AND DISPOSAL OF THE SOCIAL EDUCATION CENTRE**

**REPORT OF ASSISTANT DIRECTOR: CARE & SUPPORT**

**LEAD CABINET MEMBER - CLLR LIZ CLARE**

#### **PART A) – SUMMARY REPORT**

##### **1. SUMMARY OF MAIN PROPOSALS**

The report advises members of the review of its 'in house' provider services and in the context of that review proposes the sale of the Social Education Centre Building to Telford College of Arts and Technology, and the relocation of Inclusive Education, Day Opportunity service currently delivered from the building. The review of the services, which includes two residential homes, day services, community support and shared lives providing predominately for clients with a learning disability, will explore options and models of service delivery to ensure the future requirements of personalisation are met. It will also ensure the services are cost effective and competitive in addressing the significant financial pressures the council is facing. The sale will realise a capital receipt of £635,000 and allow for the relocation and development of the services to more appropriate settings within the service. This will allow for the development of services in line with the review currently being undertaken and may realise a revenue saving from the current running costs of the building.

##### **2. RECOMMENDATIONS**

Cabinet are requested to:-

2.1 Approve the sale of the Social Education Centre to Telford College of Arts and Technology.

2.2 Agree relocation of current service within existing service provision

2.3 Agree use of a proportion of the funding realised from the sale of Social Education Centre for redevelopment of existing buildings in order to accommodate the relocated services. The residual funding may be used to develop cost effective longer term options within the provider review.

2.4 Authorise the Assistant Director Development, Business and Housing in conjunction with the Assistant Director Law, Democracy and Public Protection to agree terms and conditions in order to complete the sale of the property and to enter into any contracts and transfer documents that may be required to achieve the sale of the property and the relocation of the service.

### 3. SUMMARY IMPACT ASSESSMENT

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	No	Will offer a positive contribution to the Health & Well being priority to - Ensure people have a positive experience of health and care services
	Will the proposals impact on specific groups of people?	
	Yes	The Social Education Centre currently delivers services to 91 adults with learning disabilities.
<b>TARGET COMPLETION/ DELIVERY DATE</b>	Sale of site to TCAT 07/01/13 Relocation of services to alternatives sites 30/6/13	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	An agreed valuation has been assigned to the property of £635,000. As the replacement accommodation for the service has not yet been decided it is not possible to determine an actual estimate of refurbishment costs. The current cost considered prudent as a working cost of refurbishing a replacement property is £300,000- £350,000 and for modelling purposes this has been attributed to the project. This will be updated as proposals for the future service are determined. Therefore, a net capital receipt of £285,000-£335,000 ( less costs associated with the sale) may be available to cover slippage in 2012/13 receipts. The accommodation costs associated with the service are currently around £18k per annum. There is the potential to reduce operational costs if the service moves to an existing operational building, however, further work will be required as the project progresses to establish the revenue impacts. RP 14/11/12
<b>LEGAL ISSUES</b>	Yes (if approved)	Legal Services will be instructed to sell the property to TCAT for £635,000, with a leaseback to the Council for a term commencing on the completion date of the sale until the 28th June 2013, for a social education Centre, at a peppercorn rent. Legal advice will be provided as required during the implementation of the proposed arrangements. IR 8/11/12
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	Yes	This offers both opportunities and risks to the service users who currently use the service at the social education centre. Opportunities to look at alternative ways to better meet service user needs and objectives and increase independence. However, conversely it may be difficult to find alternatives for some people that even match the current facilities. It is therefore important to identify alternatives that at least fully match the current suitability (including suitable toileting and changing facilities for profoundly disabled people where required),
<b>IMPACT ON SPECIFIC WARDS</b>	Yes/No	Borough wide

## **PART B) – ADDITIONAL INFORMATION**

### **4. INFORMATION**

#### ***Background***

- 4.1 Care and support services are launching a review of its 'in house' provider service provision, which includes two residential homes (Carwood and Downing House) day opportunity services (currently delivered over 6 community bases), Community Support services and Shared Lives. The services are currently delivered predominately to adults with learning difficulties, though the Shared lives scheme is accessed by all client groups. The aim of the review is to explore options and different models of service delivery that will best ensure provider services can deliver cost effective, competitive, good quality services (as defined by the user) that meet with future requirements of personalisation and enabling services whilst addressing the significant financial pressures we are facing.
- 4.2 We recognise the need to hear the views of the people involved, to better understand their views of services and give them the opportunity to help shape the future of our in house provision. A programme of engagement with all stakeholders including people who currently use services, parents, carers, staff and partner services /agencies is planned to roll out through November 2012 to January 2013. This will include workshops with service users facilitated by the advocacy service Taking Part, a series of workshops with parents and carers and engaging with staff through team meetings. As part of this fact finding we are planning to identify champions from all stakeholder groups to form working groups to support the review.
- 4.3 A specific piece of work within the review is the proposal to relocate the service currently delivered at the social Education Centre Wellington and the sale of the building to Telford College of Arts and Technology.
- 4.4 The Social Education Centre is part of Care and Supports 'in house' day opportunity services. The service was established in the late 1980's and is used to deliver a wide range of learning and enablement activities to Adults with Learning Disabilities.
- 4.5 Day opportunity services for adults with learning disabilities are amongst services currently being reviewed as part of a work stream to consider our provision of 'in house' social care services. The work stream is looking to explore options that will best ensure provider services can deliver cost effective, competitive, good quality services that meet with future requirements of personalisation and enabling services
- 4.6 The service is currently attended by 91 adults with learning disabilities (the average daily attendance is 40) who are supported by a staff team of 14 to engage in learning activities and independent living skills. The service also looks to support individuals to access education provision at TCAT and wider learning activities delivered in the community such as horticulture and expressive arts.
- 4.7 In recent years the amount of clients using the service who have enrolled in college courses has fluctuated - in this academic year there are 31.
- 4.8 Other clients use the site as a base to travel to other services from within the borough and this element of the service could be delivered from other sites within the service. A significant number of service users are becoming elderly and the location of the facility within the middle of a college campus is not conducive to meeting their needs.

- 4.9 Indeed as TCAT has developed its campus there have also been concerns about the restricted access to the Social Education building, limited car parking and increasing health and safety concerns for the people who use the building.
- 4.10 TCAT has developed its expertise in delivering programmes and support for LLDD Learners over many years with learners going out to Independent Specialist Provision and returning back to engage with the college at a later date. The Independent Living Centre , Oakdean House, has opened up more opportunities for LLDD learner to supplement their learning with independent living and life skills without the need for out of area residential provision.
- 4.11 The lack of capacity for Post 16 students at the Bridge Special School is a major concern for the Borough, Although numbers are not high they are a very costly group of learners and local provision would ease transport costs and ensure young people do not have to leave their families and social networks for Independent Specialist Provision. In recent years the College has enrolled increasing numbers of learners with severe and profound learning difficulties who otherwise would have been obliged to go to residential national specialist college's often located significant distances from their homes.
- 4.12 TCAT, which is situated less than a mile from The Bridge is currently restricted in terms of the number of such learners it can take because of the limited range of specialist facilities it has. TCAT proposes to procure the existing building from the Council and re-model it to accommodate its growing cohort of LLDD learners. The facility allows a discrete setting for such learners but which is also in the heart of the College, so allowing both a refuge and integration with the College community.

### ***Proposal***

To proceed with the sale of the building to TCAT as part of the ongoing development programme.

As part of the condition of sale TCAT will, at no cost to the local authority, lease the property back to T&W's care and support whilst service delivery is relocated. Service users attending service who are currently enrolled in learning activities within the main college will be supported to continue their studies at the college. As part of the sale agreement TCAT will provide designated facilities for T&W staff to offer support to existing and new service users who are attending the college.

Service delivery for clients not accessing college will be relocated to alternate venues within the service area. As part of the relocation, we will continue to meet client's community care needs in different ways and in different locations.

There would be no loss of employment for members of staff.

### ***Relocate Service Provision***

In order for the service to be relocated we would need to ensure that all service users' needs are met and that those people who attend college will be able to continue to do so.

Relocation options currently being explored within our existing day opportunity bases:

Halesfield  
Lakeside, Stirchley

There may also be some scope for wider use of community facilities. However, to enable an interim move capital funds would need to be available from the sale of the Social Education building to allow for improvements to personal care changing areas and remodelling of rooms within our current service bases. There would also be a need to undertake essential maintenance work at the Lakeside centre to ensure it is fit for future use.

Transport is a major component of day opportunities there will need to be re organisation of transport runs to enable service to be re located.

As part of our current provider review longer term considerations need to be made in how our day opportunity services are provided such as:

- Explore use of Telford and Wrekin's community centres this would enable clients to have access to smaller community services promoting engagement in local community activities.
- However, it is essential that the service has guaranteed usage of rooms within community centres and that buildings and equipment required are fit for purpose in relation to location, design, accessibility and facilities
- Again, capital funds achieved by sale of the Social Education Centre would need to be reinvested in our remodelling of provider services.

We will need to utilise funds released by the sale of the building to both fund any interim requirements and fund the alternative longer term requirements for alternative services as identified through the Provider Review.

### ***Stakeholder Engagement***

Stakeholders include: Service users, parent/carers staff, and union, transport services, all are aware of discussions taking place between the council and TCAT regarding the sale of Social Education.

Once sale has been agreed further engagement is planned supported by Taking Part Advocacy service.

## **5. IMPACT ASSESSMENT – ADDITIONAL INFORMATION**

## **6. PREVIOUS MINUTES**

## **7. BACKGROUND PAPERS**

**Report prepared by Deborah Williams  
Group Manager Service Provision, Care and Support  
Telephone: 01952 381210**

**TELFORD & WREKIN COUNCIL**

**CABINET - 6 DECEMBER 2012**

**DEVELOPMENT OF A POOLED BUDGET (SECTION 75 AGREEMENT)  
FOR CARERS SERVICES**

**REPORT OF: ASSISTANT DIRECTOR CARE and SUPPORT**

**LEAD CABINET MEMBER – CLLR LIZ CLARE**

**PART A) – SUMMARY REPORT**

**1. SUMMARY OF MAIN PROPOSALS**

Carers provide unpaid care by looking after an ill, frail or disabled family member, friend or partners. Caring can take its toll on your finances, your health, and your social life and on your family and work commitments. However, given reasonable level of support and understanding carers are prepared and able to go to great lengths to care for their loved ones

The Council and the PCT have a long history of partnership working. Joint commissioning is a critical element of effective partnerships and has driven the strategic development of carer's services for a number of years. The current strategic framework for carers is set within the context of national guidance and expectation in relation to supporting carers, but is also reflective of local needs and priorities. The strategic framework includes:

Information, life long learning, skills to provide care and support, respite care, financial security, quality services, equal support and responding to emergencies. (See Annex 1-making connections with adult carers)

This paper proposes the establishment of a Pooled Budget (Section 75 Agreement) for Carers and to be hosted by Telford and Wrekin Council in partnership with the Clinical Commissioning Group (CCG), to become operational from 1<sup>st</sup> April 2013. This proposal will maximise the use of available resources and also ensure the required delivery of national and local policy guidance. It will maintain ongoing service development and improvement at a local level, building on the firm foundations established over the last four years

**2. RECOMMENDATIONS**

**It is recommended that members:**

- **endorse the proposal to develop a Pooled Budget for carers and delegate authority to the Assistant Director Care & Support in consultation with the Cabinet Member for Care & Support to complete and sign the required agreement.**

- note the proposed governance arrangements which will be subject to further consultation in relation to the developing Health and Well-being Board.

### **SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	<p>Council's priority:</p> <ul style="list-style-type: none"> <li>• Improve the health and well-being of our communities and address health inequalities.</li> </ul> <p>Health and Well- being priority:</p> <ul style="list-style-type: none"> <li>• Improve Carer's Health and Well-being</li> </ul>
	Will the proposals impact on specific groups of people?	
	Yes	Will specifically impact on those people who have caring responsibilities.
<b>TARGET COMPLETION/DELIVERY DATE</b>	<i>1 April 2013</i>	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	The Council budgets proposed to be transferred into the Pooled arrangement of around £340k are existing budgets. Total Health funding proposed to commit to the arrangement is £195k. Careful consideration of the Governance arrangements in the legal agreement is needed. These arrangements will change the Council's control over the way the funding is used. The extent of the change in control of the funding will be determined by the terms of the final legal agreement. RP 7/11/12
<b>LEGAL ISSUES</b>	Yes	Section 75 of the National Health Service Act 2006 governs the formation of a pooled budget made up of contributions by both parties "out of which payments may be made towards expenditure incurred in the exercise of both prescribed functions of the NHS body or bodies and prescribed health-related functions of the (local) authority or authorities" ; the exercise by an NHS body of a local authority's prescribed health-related functions in conjunction with the exercise of the NHS body of its prescribed functions ; the exercise by a local authority of an NHS body's prescribed functions in conjunction with the exercise by the local authority of its prescribed health-related functions and the provision of staff, goods or services or the making

of payments between the two partners. The flexibilities can be used together, for example, where one partner takes on the role of commissioning services for both partners and managing existing services and staff, whether or not the partners retain separate budgets. Alternatively, the partners could establish an integrated service, where staff are integrated and services pooled and managed by one partner through a pooled budget.

The [NHS Bodies and Local Authorities Partnership Arrangements Regulations 2000 \(SI 2000/617\)](#) (as amended) set out the rules governing such partnerships in England

Primary Care Trusts (PCTs) and Strategic Health Authorities (SHAs) are to be abolished with effect from 1 April 2013 under the Health and Social Care Act 2012. There will not be directly equivalent bodies in the new NHS structure. The HSCA 2012 provides for some functions of PCTs to pass to the NHS Commissioning Board (NHSCB), some to local authorities and some to Clinical Commissioning Groups (CCGs). On transfer, however, many of those existing functions will be performed within a very different framework. The NHSCB will commission some services directly itself and will otherwise regulate the commissioning activities of CCGs which will commission the majority of NHS services.

The HSCA 2012 transfers to local authorities and the commissioning consortia (CCGs) in their area the existing duty in the NHSA 2006 requiring local authorities and PCTs to produce a Joint Strategic Needs Assessment (JSNA). To this is added a further duty requiring the local authority and the CCGs to prepare a joint health and wellbeing strategy (JHWS), which is a “strategy for meeting the needs included in the [JSNA] by the exercise of functions of the authority, the NHSCB or the consortia”. In preparing this JHWS, consideration must be given to the extent to which the needs could be met more effectively by arrangements under Section 75 of the NHSA 2006 (arrangements between local authorities and NHS bodies) rather than in any other way.

<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	Yes	By formally pooling resources this mitigate risks across the partnership as the governance and reporting arrangements are detailed within the legal agreement. There is an opportunity to maximise use of available resources to support carers recognising that without unpaid carers support the financial burden to both health and social care would be significantly increased.
<b>IMPACT ON SPECIFIC WARDS</b>	Yes	Borough-wide impact

## **PART B) – ADDITIONAL INFORMATION**

### **3. INFORMATION**

#### **3.1 Background- National and policy context**

The National Careers' Strategy, published in 2008, has five objectives for carers to be achieved by 2018:

- Recognised and supported as an expert care partner
- Enjoying a life outside caring
- Not financially disadvantaged
- Mentally and physically well; treated with dignity
- Children will be thriving, protected from inappropriate caring roles.

The Coalition Government refreshed this strategy retaining these aims but inserting four priority areas:

1. Supporting early self-identification and involvement in local care planning and individual re planning
2. Enabling carers to fulfill their educational and employment potential
3. Personalised support for carers and those receiving care
4. Support carers to remain healthy

In addition the NHS Operating Framework also details specific expectations in relation to its obligations to carers which stipulates that Primary Care Trusts (PCT's) are expected to work with Councils to develop and promote respite opportunities which reflect the personalisation agenda where carers are able to receive a break away from their day to day carering role.

#### **3.2 Local Policy**

Within Telford and Wrekin, through Joint Commissioning the local policy has been to support family carers and develop service improvements to increase the level of support offered thereby maintaining health and well being. The Telford and Wrekin Multi- Agency Strategy for Carers (2008-2011) is available on the PCT and Council's web-sites The strategic framework for carers is provided in Annex 1 which is reflective of the national expectations and key priorities.

The Multi- Agency Strategy for Carers is supported by an action plan of improvement. Progress against this action plan is monitored by the Carers Partnership Board. The Board is also connected to a vibrant carers' forum and supported by the Carers Contact Centre.

The Carers Partnership Board is chaired by an independent chair who was previously a family carer. This has established levels of governance, accountability, informal scrutiny and ensured regular and ongoing communication between family carers, key organisational stakeholders and named officers from both authorities.

The consequence of this policy can be evidenced through a range of initiatives and some illustrative examples /achievements to date are provided in Annex 2.

### **3.3 Proposal**

Telford and Wrekin Council and NHS Telford and Wrekin (PCT) has a strong track record of partnership working and there is a number of pooled budget agreements in place for example Adults with Learning Disabilities, Substance Misuse, Joint Commissioning among others.

This paper proposes the establishment of a Pooled Budget for Carers across Telford and Wrekin Council and the Clinical Commissioning Group (CCG) to become operational from 1<sup>st</sup> April 2013. This action will maximise the required delivery of national policy guidance and maintain ongoing service development and improvement at a local level, building on the firm foundations established over the last five years.

A pooled budget enables health and the Council to make financial contributions to a single fund to achieve specified and mutually agreed aims and objectives. It sets out the aims, accountabilities, governance arrangements, shared risks, financial arrangements as well as including details of the nature and type of services to be pooled.

It is proposed that the Council take a lead role in the commissioning and development of carers services which would enable the CCG to discharge it's responsibilities to Carers via the Local Authority

It is proposed to pool the allocated resources as detailed in financial implications. Co-ordination of this work will be maintained via the role of a jointly funded Commissioning Officer post. Currently, this position is located within NHS T&W (PCT). It is proposed that the post is secured via the pooled arrangement, and is funded jointly by the two authorities.

Partners will need to consider the human resource implications within the context of the current joint commissioning arrangements.

It is proposed that the Carers Pooled Budget be monitored through the Carers Partnership Board, which would have reporting links through to the Health and Well-being Board. It is proposed that formal accountability of the Pooled Budget be to the Health and Wellbeing Board or in due course it's designated sub-committee. In addition it is proposed that both parties receive an annual report to ensure that any changes/ variations are mutually considered and agreed between the parties.

### **3.4 Benefits**

The proposal to pool designated resources including the post of Joint Commissioning Officer, reflects the commitment of both organisations (as captured in the agreed joint health and well being strategic priorities) to maintain the existing profile and continue service development and improvement. Maintaining the dedicated resource will enable further work to be undertaken to implement the refreshed Carers Strategy and associated action plan.

A joint approach would:

- ensure maximum use of the limited resources available and remove any potential duplication.
- ensure the overall governance will be maintained through the Health and Well-being Board, and the Carers Partnership Board and
- important networking will be maintained ensuring that family carers have a confidence about who to contact' and clarity of the vision and direction for family carer services in the future.

### **3.5 Patient & Public Engagement**

The development of the strategy and the action plan of improvement are based on the Joint strategic Needs Assessment (JSNA). Detailed work has taken place during the first half of 2012 to develop a clear statement on Carers within the current JSNA. In producing the above documentation detailed and ongoing engagement occurred between January and June 2012 with Carers and other key stakeholders including evidence provided by Department of Health Survey for Carers, liaison with the Carers Forum, feedback from the Carers Contact Centre and other carers services

Some statistics from the JSNA include:

- In Telford and Wrekin it is estimated that 16,200 people over 18 are providing unpaid care. Carers are more likely to be female and the largest proportion is aged 35-64.
- The reported health of carers is below national average. Carers' health is poorer than that of non carers, and the more hours spent caring, the poorer the reported health of carers.

4. **IMPACT ASSESSMENT – ADDITIONAL INFORMATION**

5. **PREVIOUS MINUTES**

None

6. **BACKGROUND PAPERS**

Annex 1  
Annex 2

**Report prepared by Christine Harrison  
Service Delivery Manager Commissioning and Contracting  
01952 381205**

### Time-Off

#### (Opportunities for a break)

- Respite (Carer for)
- Flexible carer respite options
- Leisure initiatives: e.g Ironbridge Carers Pass / Flexi Card Cinema pass/
- Electronic Aids to independent living

### Quality Services and Having Your Say

- Partnership Boards: Carers influencing policy and services
- Carer Forums
- Carer participation in commissioning and monitoring services
- Performance: Intelligence and data collection
- Promotion with LINKs

### Information

- Access to a wide range of information and updates
- Development of web and electronic based information
- Assessment: First contact and complex: Yearly reviews
- Job Centre Plus: Carer Partnership Adviser
- Advocacy
- Housing
- Transport: Accessibility/Concessions

### Life Long Learning

- Distance learning
- Volunteer development
- Community and Peer Support
- Access to local education resources

### Skills to Care & Support

- Professional carer awareness training
- Carer 'skills to care' workshops.
- Carer Health check
- Access to psychological support.
- Admiral Nursing
- Moving and Handling advisor

## MAKING CONNECTIONS WITH ADULT CARERS

### Financial Security

- Benefit / Income maximisation
- Money advice
- Entering residential nursing care
- Financial governance regarding Carer Budgets and other carer monies

### Equal Support

- Access to carer grants
- Transition support for young carers 18-24 plus other transition phases during adult life.
- Minority groups access to services
- Range of advocacy services
- Development of flexible care arrangements - Personal Budgets, brokerage and self directed care
- Balancing work with caring and home life

### Emergencies

- Planning to reduce occurrence of crisis.
- Emergency carers response service
- Statutory assessments



## **Annex 2-Achievements to date**

The following provides evidence of the positive development of a range of initiatives to support carers, which includes:

- Functioning and well regarded Carers Partnership Board.
- Established Carers Forum which links into the Carers Partnership Board to ensure voice of carers is at the heart of carers services.
- Provision of support service to help carers in their careering role for example moving and handling and prevent physical ill health due to poor posture and use of wrong lifting techniques).
- Established Admiral Nursing support for carers to support people who care for someone with dementia.
- Developed an emergency response service for carers. This service is a responsive service when carers have a crisis and support the cared for a period of up to 72 hours to allow alternative arrangements to be put in place.
- Raised awareness of carers e.g. publication of carers handbook, carers leaflet, carers newsletter.
- Developed carers 'me time' for example art classes
- Developed carer's passport which provides opportunities for recreational respite.
- Additional investment via the NHS has been made to provide carers; including young carers with breaks from their caring responsibilities in recognition of the vital role they play. This has also highlighted the need for increased priority to support young family carers which will be reflected in the refreshed Strategy.
- Reviewed Carers Contact Centre service level agreement which provides low level preventative support to carers to ensure support is more targeted and evidenced by outcomes.
- Developed carers support relating to alcohol and substance misuse with NACRO and IMPACT. This has raised the profile of providing specialist therapeutic interventions.

**TELFORD & WREKIN COUNCIL**

**CABINET - 6 DECEMBER 2012**

**TELFORD ICE RINK - NEW WAYS OF WORKING**

**REPORT OF ASSISTANT DIRECTOR OF NEIGHBOURHOOD AND LEISURE SERVICES**

**LEAD CABINET MEMBER – CLLR ARNOLD ENGLAND**

**(PART A) – SUMMARY REPORT**

**1. SUMMARY OF MAIN PROPOSALS**

- 1.1 Following a programme of review, engagement and consultation with stakeholders including ice rink users, staff, senior managers and cabinet members it is proposed to pilot a new management model for Telford Ice Rink which reflects the co-operative values of the council. If successful similar models may be developed more widely across the Leisure service.
- 1.2 In order to ensure that frontline and income generating services such as the ice rink are able to meet both their social and financial objectives and to meaningfully empower any proposed steering groups a review of working practices such as financial and asset management, HR policy and Marketing and Communications will need to be undertaken.

**2 RECOMMENDATIONS**

- 2.1 That Cabinet endorse the proposed interim ice rink steering group model as set out in Appendix 2 and to receive a review after a 12 month period of operation.
- 2.2 That Cabinet endorse the general review of working practices and resource alignment detailed within the report and grant delegated authority to the Managing Director to progress and implement these.

**3 SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	The ice rink is a regional facility which attracts approximately 250,000 visitors per year, The facility provides opportunities for young people and families to be physically active and therefore contributes to improving the health and well being of residents of Telford & Wrekin and is one of the most popular venues in the borough for young people.
	Will the proposals impact on specific groups of people?	
	Yes	The proposal will enhance community and sporting provision for a range of community groups particularly children, young people and families.

<b>TARGET COMPLETION/DELIVERY DATE</b>	It is proposed that the Ice Rink Steering Group would be operational by January 2013 with ongoing monitoring until January 2014.	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	As the report acknowledges, the ongoing financial sustainability of the ice rink and the achievement of budgeted income targets is a paramount consideration when reviewing New Ways of Working at the Ice Rink. Financial advice and support will be provided throughout the review to ensure that any proposal does not have a financially detrimental impact on the ice rink nor on the wider Borough wide budget strategy. JAC141112
<b>LEGAL ISSUES</b>	Yes	Legal advice in respect of proposed new ways of working will be provided as needed when proposals have been developed.
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	Yes	Opportunities to pilot alternative ways of working which reflect the co-operative council values and actively involve stakeholders including the community and staff. Opportunity to realise additional resources and added value to help the ice rink achieve its challenging income targets and social objectives.
<b>IMPACT ON SPECIFIC WARDS</b>	No	Borough wide impact.

## **(PART B) – ADDITIONAL INFORMATION**

### **4 INFORMATION**

- 4.1 Proposals for an 'in house' investment option for the ice rink were approved by Cabinet in November 2011 and provision was built into the 2012/13 budget strategy. The ice rink reopened on the 21 October 2012 after a £4m regeneration with 850 people attending the first match of local ice hockey team Telford Tigers. A grand opening of the rink is planned for January 2013 which will include the new soft play facility.
- 4.2 In addition to the physical regeneration of the Ice Rink, it was recognised that in keeping with the Co-operative principles an opportunity exists to work more closely with stakeholders, many of whom have a long association with the ice rink.
- 4.3 The temporary closure of the rink provided an opportunity to do something different and to distinguish, from other models, the way in which the ice rink is managed. Whilst the financial sustainability of the ice rink remains paramount, it is recognised that this does not need to be at the expense of its social value. A vision of enhancing and supporting the financial model through the recognition and development of the social values of the ice rink emerged. A small project group was established in July 2012 and a project brief was developed that identified 8 key outcomes:
- Different management culture with flexibilities and freedoms at the rink that is more creative and enterprising
  - An improved customer experience for those using the facility
  - Greater involvement of staff, customers and users in the management of the rink
  - Improved relationships with all stakeholders
  - Stronger focus on the social value of the ice rink

- Improved communication and marketing including the use of social media to engage existing users and attract new users
  - More efficient carbon footprint
  - Increased customer numbers and income
- 4.4 Throughout the closure of the ice rink stakeholders and the public have been consulted and engaged and independent consultation has been undertaken by Improvement and Efficiency West Midlands with a range of stakeholders.
- 4.5 As part of the consultation and communication process stakeholders and staff have been invited to a number of workshops and have been given the opportunity to visit the ice rink at various stages of the refurbishment. Progress and feedback has been communicated by a number of channels including the use of social media such as Facebook and Twitter.
- 4.6 Consultation with stakeholders focussed on developing a new Co-operative way of working together for the benefit of the ice rink. It was recognised that each of the key stakeholders could all bring individual benefit to the rink and that this could become even greater if they all worked together. There is a shared agreement amongst stakeholders that the ice rink is an asset that they are all proud of and to be associated with.
- 4.7 From the workshops and the work undertaken by Improvement and Efficiency West Midlands there were clear views from stakeholders on the areas for improvement and where co-operative working could be adopted:
- Management and Decision Making
  - Marketing and Promotion
  - Innovation
- 4.8 A questionnaire has also been available on the Council website for residents and users to let us know their views on what they like and don't like about the ice rink, why they chose to come to the ice rink and what they would change. In addition to this, analysis of ice rink customer complaints, comments and compliments over the last 12 months has also been undertaken. The information gathered from the questionnaire and the customer feedback will help to inform the future business planning of the ice rink and enable the Council and stakeholders to respond to user need.
- 4.9 A workshop was held in September 2012 with Senior Managers and Cabinet Members which explored the current management models available, considered risk and innovation and resulted in the development of set of criteria to be used to inform any future management model of the ice rink:
- Financial Sustainability
  - Complement Priorities and Direction of Council
  - Social Value
  - Degree of Council influence/control
  - Quality
  - Encourage and Develop Employees
  - Robust from external challenge
  - Innovative Marketing and Communication
  - Creative and Enterprising
  - Engagement with staff and stakeholders

A desktop exercise has been undertaken which assessed the suitability of alternative models against the identified criteria as set out in [appendix 1](#).

- 4.10 Taking into consideration the results from the stakeholder and staff consultation and the options appraisal, it is recommended that in order to maintain momentum, ensure that the impetus is not lost and that tangible culture change is achieved, an interim model, which has been developed with stakeholders is adopted. The model ([appendix 2](#)) will encourage and support stakeholder engagement and ownership and continue to build on the consultation undertaken to date. The model does not preclude any longer term options and is intended to be flexible.
- 4.11 Further work is required to build on this proposal both in terms of the ice rink and also in respect of identifying core co-operative service delivery principles that might be applied more widely across frontline income generating services. This may be particularly relevant in respect of considering how Leisure might need to work differently with school partners given the changing landscape of school governance arrangements.

## **5. NEW WAYS OF WORKING**

- 5.1 In considering the future management arrangements at the ice rink, wider leisure services and other income generating frontline service areas, the opportunity also exists to review historic working practices and policies and explore new and alternative ways of working. It is considered that these be explored to enable the ice rink and other services to be more innovative, creative and to support an entrepreneurial spirit amongst management, staff and stakeholders. Some of the considerations include reviewing :  
Working practices such as financial and asset management, HR policy and Marketing and Communications.

## **6. IMPACT ASSESSMENT – ADDITIONAL INFORMATION**

### **6.1 Community Impact**

In addition to attracting skaters from Telford & Wrekin and from across the wider region, the facility is home to a number of independent but related businesses, clubs, and organisations. It is clear from the consultation and engagement process that the success of the ice rink and the success of these stakeholders in is intrinsically linked.

The ice rink represents an opportunity to practically apply the Co-operative Council values of genuine involvement, engagement and ownership which will help stakeholders sustain and grow whilst improving services for the community.

### **6.2 Finance Value for Money**

The Council has committed significant investment into the ice rink, to be recouped through the generation of additional income which has been built into the revenue budget. It is recognised that other than the Council there are a range of stakeholders who can and are willing to contribute to ensuring the successful sustainability of the ice rink.

### **6.3 Other Impacts and Risks**

A desk top analysis has been undertaken to evaluate the potential risks and levels of innovation that the various management models may present. It was considered on balance that a 'modified in house' model would, represent the best balance particularly given its strategic fit with corporate priorities and its ability to be further developed and modelled to reflect circumstances.

## **7. PREVIOUS MINUTES**

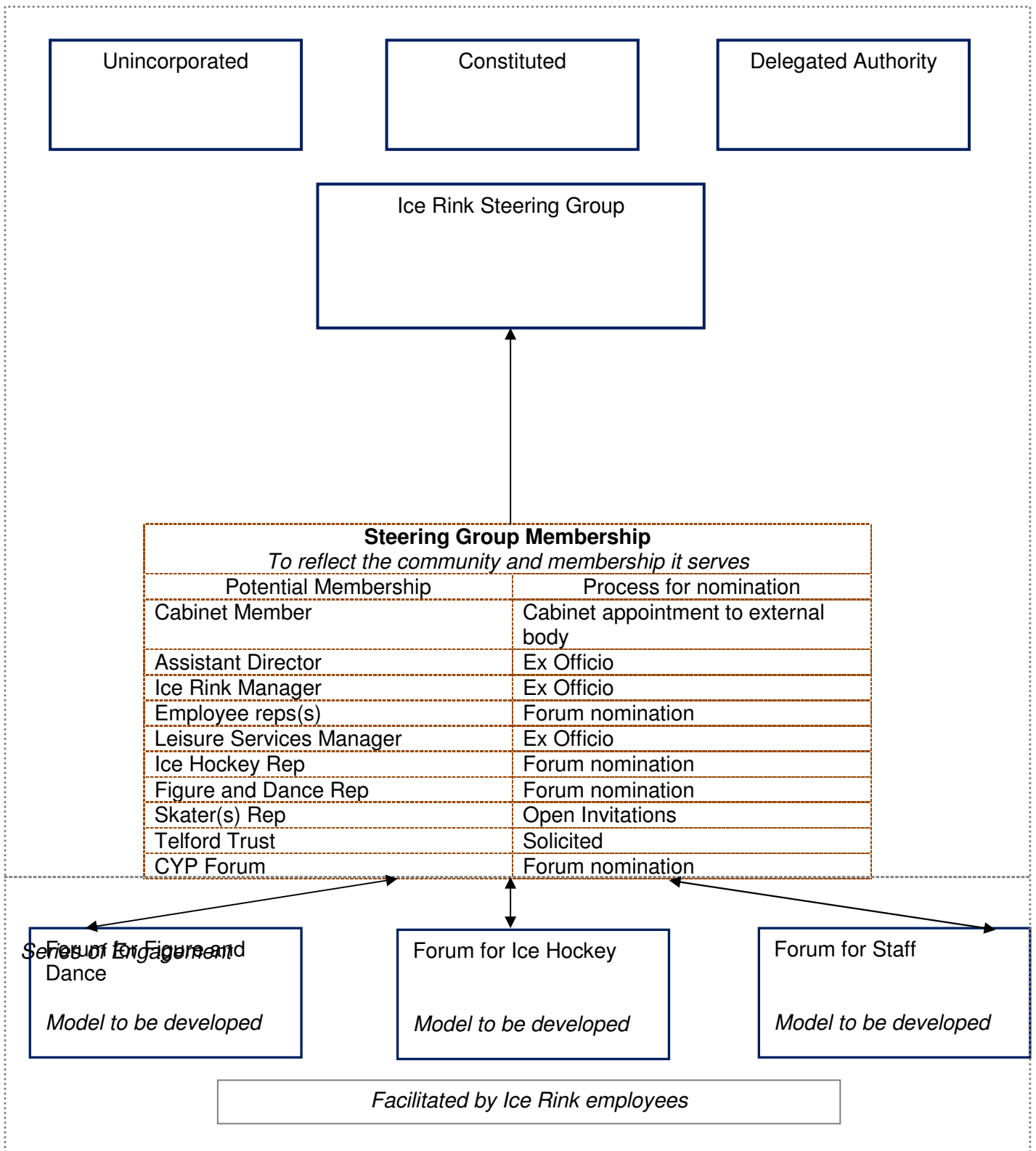
- a. Telford & Wrekin Council Cabinet 8<sup>th</sup> June 2010
- b. Telford & Wrekin Council Cabinet 20<sup>th</sup> October 2011

**Report prepared by Stuart Davidson, Leisure Service Delivery Manager**  
**Telephone: 01952 (3)82601**

## Appendix 1: Delivery Models - Risk and Innovation

Model	Group	Degree of Risk	Degree of Innovation	Conclusions/ Comments
In House	Members	Low Risk (although risk aware)	Low innovation	Mixed views of levels of innovation  Low risk
	Senior Managers	Low Risk	High Innovation	
	Project Team	Low Risk	Medium Innovation	
Third Sector Social Enterprise (created from an in house operation)	Members	Low Risk (higher than in house option)	Low innovation	Low-Med risk slightly higher level of innovation
	Senior Managers	Low Risk (higher than in house option)	Medium Innovation	
	Project Team	Medium Risk	Medium Innovation	
Third Sector Social Enterprise (already existing)	Members	Low Risk (higher than in house option)	Low innovation	Mixed views on innovation  Med – high risk
	Senior Managers	High Risk	High Innovation	
	Project Team	Medium Risk	Medium Innovation	
Private Sector Operator	Members	High Risk	Low Innovation	High risk  Medium/low innovation
	Senior Managers	High Risk	Medium Innovation	
	Project Team	High Risk	Medium Innovation	
Private Sector Operator with Social Enterprise Model (Hybrid)	Members	n/a	n/a	High risk  Medium innovation
	Senior Managers	Medium Risk	High Innovation	
	Project Team	High Risk	Medium Innovation	
Mixed Economy	Members	n/a	n/a	Medium risk High innovation
	Senior Managers	Medium Risk	High Innovation	
	Project Team	Medium Risk	High Innovation	

**Appendix 2: Draft Interim Ice Rink Co-operative Management Model**



**TELFORD & WREKIN COUNCIL**

**CABINET - 6 DECEMBER 2012**

**MARCHES LOCAL TRANSPORT BODY**

**REPORT OF THE ASSISTANT DIRECTOR OF NEIGHBOURHOOD & LEISURE SERVICES**

**LEAD CABINET MEMBER – CLLR HILDA RHODES**

**PART A) – SUMMARY REPORT**

**1. SUMMARY OF MAIN PROPOSALS**

The Department for Transport (DfT) consulted on the devolution of its major scheme funding programme for the next spending review period (2015-2019) earlier in 2012, signalling its intention to devolve the programme to 'Local Transport Bodies' (LTB).

Telford & Wrekin Council and the Marches LEP responded directly to the consultation in conjunction with Shropshire and Herefordshire Councils. Copies of the responses are available as background papers.

The DfT has now published the results of the consultation and proposed next steps, confirming key elements of the consultation proposals. These include:

- The need to formally establish 'Local Transport Bodies' based on the existing Local Enterprise Partnership geographies which will be responsible for allocating and managing the devolved major scheme funds. These, as a minimum will need to comprise the relevant local transport authorities, but may also comprise LEP representation subject to local decision. Government requires confirmation of relevant governance, financial management and accountability arrangements by the end of December 2012.
- The devolved funding will be allocated through a formula based on population size. It is anticipated for the Marches area that this could be in the region of £16M. This funding will be additional to the LTP block allocation and will need to be spent on major schemes. The current major scheme threshold is £5m but Government will leave the LTB to consider if this threshold remains relevant to local priorities. A provisional list of prioritised schemes will need to be submitted to DfT by April 2013.

**2. RECOMMENDATIONS**

**2.1 That Cabinet:**

- i. **agrees to the establishment of a Marches Local Transport Body as set out in this report;**

- ii. elects the Cabinet Member for Transport and Community Protection and the Cabinet Member for Housing, Regeneration and Economic Development to represent Telford & Wrekin Council on the Marches Local Transport Body board as set out in the governance proposals in this report;
- iii. delegates powers to the Assistant Director - Neighbourhood and Leisure Services, in consultation with the Cabinet Members for Transport and Community Protection and for Housing, Regeneration and Economic Development, to agree documentation and terms of reference for the LTB.
- iv. delegates authority to the Assistant Director: Law, Democracy and Public Protection to agree and execute all necessary documentation to give effect to the recommendations contained in this report.

### 3. SUMMARY IMPACT ASSESSMENT

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	<p>The establishment of a Marches LTB will allow the three transport authorities to access funding for strategic and priority schemes in their respective areas subject to appropriate governance and high level appraisal. The establishment of a Marches LTB will assist in the delivery of the following current Council Priorities:</p> <ul style="list-style-type: none"> <li>• ensure that neighbourhoods are safe, clean and well maintained;</li> <li>• improve the health and wellbeing of our communities and address health inequalities;</li> <li>• regenerate those neighbourhoods in need and work to ensure that local people have access to suitable housing.</li> </ul>
	Will the proposals impact on specific groups of people?	
	No	This report is based upon the requirements of establishing a Marches Local Transport Body and does not identify specific schemes for consideration as part of the LTB.
<b>TARGET COMPLETION/DELIVERY DATE</b>	<p>The Marches LTB Assurance Framework has to be agreed between the 3 Transport Authorities and Marches LEP and provided to the DfT by the end of December.</p> <p>In addition to this the LTB has to develop a list of priority transport schemes and high level appraisal criteria by the end of March 2013.</p>	

<p><b>FINANCIAL/VALUE FOR MONEY IMPACT</b></p>	<p>Yes</p>	<p>The full financial implications of the establishment of The Marches LTB cannot be assessed until further guidance and indicative funding allocations are received from the DfT.</p> <p>There is a requirement to establish an Accountable Body to be responsible for the devolved programme across the Marches area which may have resource implications within Finance and Legal for the Accountable Body. In addition, there will be resource implications in respect of the servicing of the joint committee and the discharge of new responsibilities in respect of scheme appraisal. The DfT has stated that no additional funding will be made available to meet any additional costs associated with the governance and management of the LTP.</p> <p>Further guidance is awaited from the DfT on the framework and phasing of allocated funding to the LTP. There may be cash flow implications for the Accountable Body if the phasing of funding does not correspond to the phasing of spending, or if funding has to be claimed in arrears. Clarification will also need to be sought on the joint responsibility for funding any over-run or over spending on approved schemes within the programme.</p> <p>It is recommended that the governance and Accountable Body responsibilities are reviewed in discussion with Shropshire and Herefordshire Council when more detailed guidance is received from DfT. Further reports will be brought forward for approval if the requirement for additional resources, or increased financial risks are identified which cannot be accommodated within existing budgets.</p> <p>Full financial advice and support will be provided as required.</p>
<p><b>LEGAL ISSUES</b></p>	<p>Yes</p>	<p>The proposed joint committee as described in the 'Proposed Marches LTB structure' section below addresses the legal/constitutional requirements relating to the establishment of the LTB. The details of the LTB governance structure will be discussed and agreed with Shropshire and Herefordshire Councils.</p>
<p><b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b></p>	<p>Yes</p>	<p>Initially, key risk is around not establishing appropriate governance arrangements and scheme list by deadline set down by government. This may</p>

		<p>impact on ability to access the fund. We are seeking to manage this risk by taking the earliest opportunity to work jointly to establish the LTB.</p> <p>Selecting an accountable body will also be a key issue which will require agreement between all three authorities and issues surrounding resourcing will have to be addressed.</p> <p>In the longer term there will be risks around ensuring the programme is well managed and that it enables the delivery of high quality transport schemes. We are likely to have a relatively small allocation and we will need to ensure that our process of management and appraisal is proportionate whilst adhering to the minimum standards set down by government.</p>
<b>IMPACT ON SPECIFIC WARDS</b>	No	The establishment of the LTB will not directly impact upon specific wards.

## **PART B) – ADDITIONAL INFORMATION**

### **4. INFORMATION**

#### **Background**

The major scheme funding programme has been in place for many years and provides funding direct to local authorities for transport schemes over £5M. Government manages the programme centrally and has established a detailed process for appraisal which is set out in a web based appraisal tool called WebTAG. Typically, this programme has funded highway schemes and larger sustainable transport schemes such as new bus stations.

Whilst focused on transport, the major scheme programme is separate to the local transport plan capital grant and is also separate to the Highways Agency's capital funding. Telford & Wrekin Council has never secured funding through this programme. Whilst securing major scheme funding can provide an area with significant external investment, the process of securing the funds is extremely resource intensive and lengthy.

#### **Consultation**

Earlier this year the DfT consulted on proposals for devolving its major transport scheme funding programme for the next spending review period (2015-2019) to newly established Local Transport Bodies (LTB) as part of its drive towards localism. Telford & Wrekin Council and the Marches LEP responded directly to the consultation along with Herefordshire and Shropshire. The DfT has now published the results of the consultation and proposed next steps, confirming key elements of the consultation proposals. These include:

- The need to formally establish 'Local Transport Bodies' based on the existing Local Enterprise Partnership geographies which will be responsible for allocating and managing the devolved major scheme funds. These, as a minimum will need to comprise the relevant local transport authorities, but may also comprise LEP

representation subject to local decision.

- The devolved funding will be allocated through a formula based on population size. This replaces the current allocation system which is based on appraisal of individual scheme business cases. The national programme for the current spending period (2010 to 2014) is c£1.5B. Government had promised to provide indicative funding outlines for LTB areas during October, however we are still awaiting this information. It is anticipated for the Marches area that this could be in the region of £16m.

### **Establishment of a Marches LTB**

For the Marches area it has been agreed that the three Transport Authorities (Herefordshire, Telford & Wrekin and Shropshire) will form the basis of the LTB in conjunction with the Marches LEP in an advisory capacity. Whilst the DfT has itself delayed confirming its proposals and is still to provide more detailed guidance it has not chosen to relax the original timetable it set for establishment of the LTB's. This will require the 3 transport authorities in the Marches area to confirm the following:

- Details of the 'Assurance Framework' for the Marches LTB. This will need to clarify the local approach to governance, financial management including risk management, accountability and testing value for money. Government needs confirmation of these arrangements by the end of December 2012.
- A provisional list of prioritised schemes which will need to be submitted to DfT by April 2013. Whilst these schemes will not be required to have been subject to a full major scheme business case assessment, DfT will require an assessment of economic and environmental impact and deliverability.

Notwithstanding further detailed guidance on the type of assurance arrangements government expects local authorities to put in place it is important that the Marches transport authorities begin to plan how they will manage the programme and form the LTB.

### **Proposed Marches LTB Structure**

The Department for Transport in its "Next Steps" publication dated September 2012 accepts the proposal that the LTB can be run as a joint committee. However, it also accepts the alternatives as being able to satisfy its requirements for an assurance framework. A final judgement on a governance structure should be caveated by the contents of the detailed guidance on LTB frameworks, due to be published imminently.

The LEP has not finalised its own governance arrangements to the extent that any representative can be lawfully mandated to respond to funding proposals on its behalf. Some kind of corporate vehicle is perhaps the most suitable solution. Equally, for the LTB some authorities (outside of the Marches area) have proposed a corporate structure. This would potentially allow full participation for the LEP's representative as a voting decision maker rather than a consultee. The corporate structure would also potentially admit bodies such as Network Rail. However, it is suggested that at this stage a joint cabinet committee would be the most appropriate solution. This proposal has been discussed at officer level with officers of Shropshire and Herefordshire Councils. It is proposed that the committee would:

- a. comprise 6 cabinet members, 2 from each authority one of which would be

responsible for transport strategy and/or infrastructure. This committee would be empowered to determine the funding priorities in relation to the devolved major scheme funding programme. Over time and subject to further devolution of powers from central government, it may take on additional functions;

- b.** invite appropriate representation from the Marches Local Enterprise Partnership to inform its decision making. At present the LEP does not have a clear constitution and this would limit its role to advisory and would preclude any voting rights. This could be reviewed if the status of the LEP changed;
- c.** be serviced by appropriate legal/governance officials. Further consideration will be required to assess the resourcing implications of this new activity and whether or not the function might rotate between the 3 authorities or if pooled resources would assist one authority maintaining the role over a longer period; and
- d.** be serviced by a formal technical officer group which would be established to fulfil the technical requirement of the devolved major scheme funding programme and present reports for the joint committee's consideration. This group would be responsible for ensuring appropriate engagement with external stakeholders in respect of any decisions which would be considered by the joint committee.

### **Implications for Financial Management**

In the present system, individual local authorities are responsible directly to government for the appropriate financial management of a major scheme project. The new arrangements (where there is more than one local authority comprising the LTB) will require one to act as the accountable body. This will result in additional resource requirement for the authority in the Marches area which agrees to act as the accountable body. Officers will consider the best way to take this forward, in conjunction with officers from Herefordshire and Shropshire Councils and this may result in a further report to Cabinet.

### **Implications for Scheme Appraisal**

The consultation also sought comments in respect of how schemes should be appraised post devolution. Government has indicated that it will retain the present system of appraisal as a mandatory requirement. This is based on a web based appraisal tool, WebTAG but appraisal will be carried out by the LTB as opposed to the DfT and therefore this will generate the requirement locally for resources to independently appraise schemes within the Marches area. Government has indicated that WebTAG can be applied in a way which is flexible/proportionate. The Marches LTB will need to explore how best to resource this new requirement.

### **Funding Details and Implications for the Marches**

Government has reviewed the current threshold for major schemes which is set at £5M. It is proposing to remove this specific threshold and allow LTBs to set their own. However, it wishes a distinction between major scheme programme and local transport scheme programme (LTP) should remain and will encourage LTBs to ensure that an 'effective distinction' between the two is maintained. In addition, it confirms that funding from the LTB

will need to be subject to a WebTAG appraisal so this might dictate the type/scale of schemes which can be considered.

Government has also confirmed that the allocation will be made on the basis of population (per capita) and had promised to provide indicative funding outlines for LTB areas during October, however we are still awaiting this information. A rough estimate has been calculated locally which suggests that the Marches LTB might receive an allocation of around £16M for the period 2015-19. If allocated equally amongst the three authorities this would provide around £1.3M extra a year over the period. Given the relatively low sums anticipated it will be important for the Marches LTB to establish an assurance framework which is proportionate and preserves as much of the funding as possible for the delivery of schemes.

## **5. IMPACT ASSESSMENT – ADDITIONAL INFORMATION**

### **Community Impact**

The impact on the community as a result of establishing the Marches LTB is likely to be minimal. However, securing major transport scheme funding is vital to bring forward improvements to the highway network and existing public transport facilities in order to continue to improve services for residents. The agreement of a suitable, transparent and accountable assurance framework as part of the establishment of the Marches LTB will give an opportunity for Telford & Wrekin to access funding for strategic/priority schemes where required.

### **Equalities Impact**

The impact on equality for all as a result of establishing the Marches LTB is likely to be minimal. However, securing major transport funding is key to providing effective access and mobility for all people whether they travel by private vehicle, bus, taxi, cycle or on foot.

### **Environmental Impact**

The environmental impact as a result of establishing the Marches LTB is likely to be minimal. However, major transport schemes can have a significant influence on the overall perception of the quality of the physical environment. The WebTAG appraisal tool includes consideration of environmental impacts when assessing schemes for inclusion in the programme and environmental improvements are incorporated into schemes where appropriate to support the local area.

## **6. PREVIOUS MINUTES**

None.

## **7. BACKGROUND PAPERS**

DfT consultation paper on Devolving Major Scheme Funding, January 2012

Telford & Wrekin Council response to the Government consultation on Devolving Major Scheme Funding

Marches LEP response to the same consultation

DfT Publication - Devolving local major transport schemes: Next steps, September 2012

**Report prepared by Geoff Kitching - Transport Planning Team Leader & Keith Harris - Highways & Transport Interim Service Delivery Manager**

# TELFORD & WREKIN COUNCIL

CABINET - 6<sup>th</sup> DECEMBER 2012

## TELFORD AND WREKIN ARMED FORCES COMMUNITY COVENANT

### REPORT OF CABINET MEMBER FOR NEIGHBOURHOOD SERVICES AND CO-OPERATIVE COUNCIL

#### PART A) – SUMMARY REPORT

##### 1. SUMMARY OF MAIN PROPOSALS

- 1.1 That the Council signs up to the Telford and Wrekin Armed Forces Community Covenant and delivers against its commitments within the Covenant outlined within the document included in Appendix 1 of this report. The Armed Forces Community Covenant has been developed with members of the Local Strategic Partnership (LSP) and representatives from the Armed Forces who have a presence within Telford and Wrekin and will be implemented through the following;
- Official signing of the Armed Forces Community Covenant by key representatives to be held on 14<sup>th</sup> December
  - Establishment of a 'Community Covenant Partnership' to oversee the implementation of the Covenant linked to the LSP Executive Group, the Community Covenant Partnership will consider applications to the national Community Covenant Grant Funding Scheme
  - Where appropriate the Community Covenant Partnership would identify any specific needs relating to the Armed Forces Community and identify how these could be addressed via the existing LSP working arrangements

##### 2. RECOMMENDATIONS

- 2.1 **That Cabinet agree to the development of an Armed Forces Community Covenant within Telford and Wrekin and to the specific commitments made by the Council that are included within the draft Covenant.**
- 2.2 **That the Leader of the Council and the Mayor be authorised to sign the Covenant on behalf of the Council.**
- 2.3 **That support is given to establishing a 'Community Covenant Partnership' linked to the Local Strategic Partnership with responsibility for overseeing the delivery of the Community Covenant and considering local applications to the national Community Covenant Grant Funding Scheme.**

#### SUMMARY IMPACT ASSESSMENT

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Objective(s)?	
	Yes	Improve local people's prospects through education skills and training. Improve the health and wellbeing of our communities and address health inequalities. Put our children and young people first.
	Will the proposals impact on specific groups of people?	
	Yes	The aim of the Covenant is to assist in identifying

		and addressing the needs of the Armed Services Community within Telford and Wrekin.
<b>TARGET COMPLETION/DELIVERY DATE</b>		The Armed Forces Community Covenant will be signed and adopted on 14 <sup>th</sup> December. It is proposed to establish the Community Covenant Partnership by February 2013.
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	Support will be provided to the Community Covenant through officer time which is funded through existing Council budgets. There is no additional funding available within the Council to support the Community Covenant, however as described in paragraph 3.2.3 bids can be made to the Ministry of Defence by the Community Covenant for funding to support specific projects. MLB 19.11.12
<b>LEGAL ISSUES</b>	No	Section 1 of the Localism Act 2011 gives the Council a general power of competence.
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	Yes	The Armed Forces Covenant provides an opportunity to further strengthen the relationship between the Civilian and Armed Forces communities in Telford and Wrekin. It is intended that the delivery of the commitments within the Covenant and the establishment of a partnership group will assist in identifying and meeting the needs of the Armed Forces Community within Telford and Wrekin.
<b>IMPACT ON SPECIFIC WARDS</b>	No	There is potential for a positive impact on residents who live in any ward within the borough.

## **PART B) – ADDITIONAL INFORMATION**

### **3. INFORMATION**

#### **3.1 Background**

- 3.1.1 An Armed Forces Community Covenant is a voluntary statement of mutual support between a civilian community and its local Armed Forces Community, the Armed Forces Community includes serving personnel, reserve forces, veterans and their families. The aim of the Community Covenant is to encourage local communities to support the Service community in their area and nurture understanding and awareness amongst the public of issues affecting the Armed Forces Community.
- 3.1.2 The Armed Forces Community Covenant provides an opportunity for organisations within Telford and Wrekin to make a formal public commitment to working to support the Service community within the borough. Telford & Wrekin Council along with other organisations already have a good relationship with the Armed Forces Community in Telford and Wrekin, and the aim of the covenant is to build upon these existing relationships and to facilitate the development of new relationships where appropriate.
- 3.1.3 The Armed Forces Community Covenant sets out the key principles relating to how the partners signing up to the covenant will work together, along with the aims of the Covenant. As well as providing an overarching commitment by signing the Community Covenant pledge, the covenant also provides an opportunity for organisations to include specific 'measures' of support. The measures of support within the Telford and Wrekin covenant have been developed in consultation with the Army's Community Engagement Team and also reflect our priorities within Telford and Wrekin. The measures focus upon ensuring access to information about local

services, employment, skills and training, housing, health and wellbeing and community involvement and engagement.

- 3.1.4 The Armed Forces Community Covenant is attached in Appendix 1. The Covenant incorporates our Cooperative Values and a number of measures are included that relate to how the Council will support the Armed Forces Community within the borough. These measures are included in section 4 of the Covenant and specifically focus on ensuring that the Armed Services community are able to access Council services. The other measures relate to supporting the Armed Forces Community to receive appropriate advice and guidance to access housing, employment and to develop their skills. This includes offering work experience placements to former members of the Armed Forces.

### **3.2 Delivering the Armed Forces Community Covenant in Telford and Wrekin**

- 3.2.1 In order to be effective the Armed Forces Community Covenant needs support from a wide range of agencies that are able to contribute to meeting the needs of the Armed Forces Community. Therefore the Telford and Wrekin Covenant will also be signed by a range of organisations, not just the Council, and is supported by the Local Strategic Partnership (LSP) Executive Group. The guidance relating to the Armed Forces Community Covenant recommends that a partnership group takes responsibility for overseeing the delivery of the Covenant and identifying any ongoing needs within the Armed Forces Community. It is suggested that this 'Community Covenant Partnership' role is delivered through the existing LSP Executive. Organisations that aren't currently represented on the LSP, but who are signed up to the Covenant would be invited to attend the LSP Executive when the Armed Forces Covenant is being discussed. It is recommended that the Cabinet Member for Neighbourhood Services and Cooperative Council represents the Council on the Community Covenant Partnership along with representatives from the other organisations who have signed up to the covenant.
- 3.2.2 The Armed Forces Community Covenant is designed to be a high level document that sets out the commitment of the Civilian and Armed Forces Communities to work together. There will be an opportunity to develop more specific pieces of work and projects through the Community Covenant Partnership, there is potential to develop more specific plans to underpin the overarching covenant, if it is felt to be appropriate.
- 3.2.3 Once an area has signed their Armed Forces Community Covenant it is possible to access the national Community Covenant Grant Scheme. This funding delivers financial support to projects at the local level, which strengthen the ties or the mutual understanding between members of the Armed Forces Community and the wider community in which they live. An application for funding can be submitted by any part of the community; this might include voluntary groups, charities, and public bodies. Bids in the first instance must be considered by the Community Covenant Partnership at a local level. It is recommended that existing structures and chains of communication should be used as the scheme is intended to be as bureaucratically 'light' as possible. Bids will then be submitted to the Ministry of Defence to be considered by their Community Covenant Grant Panel.

### **3.3 Signing the Armed Forces Community Covenant**

- 3.3.1 The Armed Forces Community Covenant will be signed by the relevant representatives on 14<sup>th</sup> December 2012. The 'signing event' will provide an opportunity for organisations to show their commitment to the Armed Forces

Community Covenant and will assist with raising awareness of the document within Telford and Wrekin. Once the document has been signed it will be made available for the public to access through the Council's website, progress updates on the work of the Community Covenant Partnership will also be provided on a regular basis.

#### **4 IMPACT ASSESSMENT ADDITIONAL INFORMATION**

##### **4.1 Financial Implications**

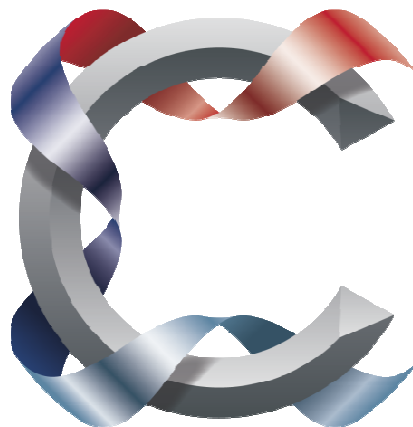
Support will be provided to the Community Covenant through officer time which is funded through existing Council budgets. There is no additional funding available within the Council to support the Community Covenant, however as described in paragraph 3.2.3 bids can be made to the Ministry of Defence by the Community Covenant for funding to support specific projects.

MLB 19.11.12

#### **5 BACKGROUND PAPERS**

None

**Report prepared by Rachael Jones, Community Engagement Equalities and Action Manager, Telephone: 01952 382135**



# **Community Covenant**

## **ARMED FORCES COMMUNITY COVENANT**

Between

Telford & Wrekin Council, Representatives of the Public, Voluntary Sectors,  
The People of Telford and Wrekin

And

The Armed Forces Community in Telford and Wrekin

# **We, the undersigned, agree to work and act together to honour the Armed Forces Community Covenant.**

## **Signatories**

Brigadier G Wheeler

Commander 143 (WM) Brigade  
14 December 2012

**Signed on behalf of the Armed Forces  
Community**

Cllr Kuldip Sahota

Leader of the Borough of Telford and  
Wrekin  
14 December 2012

**Signed on behalf of Telford & Wrekin  
Council**

Cllr Kevin Guy

Mayor of the Borough of Telford and  
14 December 2012

**Signed on behalf of Telford & Wrekin  
Council**

Mr Paul Raymond

Chief Fire Officer, Shropshire Wrekin  
14 December 2012

**Signed on behalf of Shropshire Fire  
and Rescue Service**

Lt Col (Rtd) Jenkins

County Chair (Shropshire) ,  
Royal British Legion  
14 December 2012

**Signed on behalf of Royal British Legion**

Mr Mick Lloyd

Director, Council for the Voluntary Service,  
Telford Wrekin  
14 December 2012

**Signed on behalf of the Voluntary  
and Community Sector**

Major General Ward

County Chair (Shropshire),  
Soldiers, Sailors, Airmen and Families  
Association  
14 December 2012

**Signed on behalf of SSAFA**

Mr Phil Wright

Senior External Relations Manager,  
Department of Work and Pensions  
14 December 2012

**Signed on behalf of Department of  
Work and Pensions**

Superintendent Nav Malik

Telford and Wrekin Superintendent,  
West Mercia Police  
14 December 2012

**Signed on behalf of West Mercia Police**

Dr Mike Innes

Clinical Chair  
14 December 2012

**Signed on behalf of NHS Telford and  
Wrekin Clinical Commissioning Group**

Mr Wayne Gethings

Managing Director,  
Wrekin Housing Trust  
14 December 2012

**Signed on behalf of Wrekin Housing Trust**

## **Section 1: Participants**

1.1 This Armed Forces Community Covenant is made between:

The serving and former members of the Armed Forces and their families working and residing in Telford and Wrekin

And

Telford and Wrekin Council

And

The Public and Voluntary Sector in Telford and Wrekin

And

The People of Telford and Wrekin

## **Section 2: Principles of the Armed Forces Community Covenant**

- 2.1 The Armed Forces Community Covenant is a voluntary statement of mutual support between a civilian community and its local Armed Forces Community. It is intended to complement the Armed Forces Covenant, which outlines the moral obligation between the Nation, the Government and the Armed Forces, at the local level.
- 2.2 The purpose of this Community Covenant is to encourage support for the Armed Forces Community working and residing in the Borough of Telford and Wrekin and to recognise and remember the sacrifices made by members of this Armed Forces Community, particularly those who have given the most. This includes in-Service and ex-Service personnel, their families and widow(er)s in the Borough.
- 2.3 For Telford & Wrekin Council and partner organisations, the Community Covenant presents an opportunity to bring their knowledge, experience and expertise to bear on the provision of help and advice to members of the Armed Forces Community. It also presents an opportunity to build upon existing good work on other initiatives such as the Welfare Pathway.
- 2.4 For the Armed Forces Community, the Community Covenant encourages the integration of Service life into civilian life and encourages members of the Armed Forces Community to help their local community.
- 2.5 As a Cooperative Council, Telford & Wrekin Council are committed to applying the Cooperative Values of openness and honesty, ownership, fairness and respect and involvement in the delivery of this Community Covenant.

### **Section 3: Objectives and General Intentions**

- 3.1 The Armed Forces Community Covenant complements the principles of the Armed Forces Covenant which defines the enduring, general principles that should govern the relationship between the Nation, the Government and the Armed Forces community
- 3.2 It aims to encourage all parties within a community to offer support to the local Armed Forces community and make it easier for Service personnel, families and veterans to access the help and support available from the Ministry of Defence, from statutory providers and from the Charitable and Voluntary Sector. These organisations already work together in partnership at a local level.
- 3.3 The scheme is intended to be a two-way arrangement and the Armed Forces Community are encouraged to do as much as they can to support their community and promote activity which integrates the Service community into civilian life.

### **Section 4: Measures**

The Borough of Telford and Wrekin recognises that it can support in-Service and ex-Service personnel their families and widow(er)s through a range of measures that fall broadly within thematic areas;

#### **4.1 Working together**

Through the 'Telford and Wrekin Community Covenant Partnership' we will work together to deliver the commitments within this Covenant. The Partnership will comprise of the organisations who have signed the Covenant and a range of partners who can contribute towards identifying and addressing the needs of the Service community.

#### **4.2 Access to information**

Telford & Wrekin Council will ensure that information about all of its services are made available to both current and former members of the armed forces, to ensure that they are aware of how they may benefit from the services provided by the Council.

Telford & Wrekin Council will work with the organisations representing both current and former members of the armed forces, to put effective communication channels in place to ease access to Council services.

#### **4.3 Employment**

Jobcentre Plus and Department for Work and Pensions are committed to supporting ex-forces personnel in finding and securing employment on entering civilian life through a range of initiatives. We will work with members of the Community Covenant Partnership to identify opportunities where we can work together to promote and deliver these supporting initiatives.

Telford & Wrekin Council Economic Development Team will recognise and promote the skills of the Armed Forces Community during engagements with local businesses and provide support in respect of self employment and business start up.

Telford & Wrekin Council in recognition of the considerable transferable skills that those with an Armed Forces background can bring to the delivery of Council services, will commit to short-listing all former Service personnel who match the person specifications for our vacancies.

Telford & Wrekin Council will support former members of the Armed Forces to gain relevant work experience by providing work placements wherever possible.

#### 4.4 Skills and Training

Telford & Wrekin Council Community Education Team will support any former Service personnel at their job junctions in their local community.

Telford & Wrekin Council's Adult Information and Advice Service, delivering the National Careers Service offer, will make sessions available for those with a services background looking for support with employment and skills.

#### 4.5 Housing

Once discharged Telford & Wrekin Council's Housing Options Team will give advice and guidance on what an can do next. This advice will be tailored to individual circumstances. In certain cases the Local Authority will have a statutory duty to assist with accommodation.

The Home Improvement Agency will support ex-Service personnel and their families in the co-ordination of any adaptations they may need to their home to ensure they remain living independently.

#### 4.6 Health and well-being

Telford & Wrekin Council's Leisure Services will improve access to and encourage use of leisure facilities by in-Service and ex-Service personnel, their families and widow(er)s.

Telford & Wrekin Council's Leisure Services will explore the extension of Health & Fitness Membership and Corporate Golf Membership to serving and former armed service personnel.

Telford & Wrekin Council's Leisure Services will offer a discounted membership of the Health & fitness facilities at Stirchley for serving members of the Territorial Army and Reserves Forces recognising the need for access to suitable, high quality physical training facilities when not on active service.

#### 4.7 Community involvement and engagement

Telford & Wrekin Council will engage with and consult Armed Forces families on service planning, delivery and evaluation. Through high quality inclusive community

engagement the Armed Forces Community will know about how to get involved in decision making.

Telford & Wrekin Council will ensure that where relevant the needs of the Armed Forces Community are considered when developing policies and are documented to ensure equitable treatment.

## **Section 5: Contact Personnel and Telephone Numbers**

### **MOD DCDS (Pers&Trg) Covenant Team**

Address: DCDS (Pers) Covenant Team  
Zone D, 6<sup>th</sup> Floor  
Ministry of Defence  
Main Building  
Whitehall  
London, SW1A 2HB

Email address: [covenant-mailbox@mod.uk](mailto:covenant-mailbox@mod.uk)

### **In-Service representative(s)**

Contact Name: Sheila Stephenson  
Title: Community Engagement Lead  
Telephone: 01743 262450  
Address: 143 (WM) Brigade  
Copthorne Barracks  
Shrewsbury, SY3 8LZ

Email address: [143x-hq-g9-mci-so2@mod.uk](mailto:143x-hq-g9-mci-so2@mod.uk)

### **Telford & Wrekin Council**

Contact Name: Rachael Jones  
Title: Community Engagement, Equalities and Priority Action Team  
Manager  
Telephone: 01952 382135  
Address: Co-operative Council Delivery Team  
Telford & Wrekin Council  
Addenbrooke House  
Ironmasters Way  
Telford, TF3 4NT

Email address: [Rachael.jones@telford.gov.uk](mailto:Rachael.jones@telford.gov.uk)

### **Voluntary Sector**

Contact Name: Mick Lloyd  
Title: Director,  
Telford and Wrekin Council for the Voluntary and Community  
Sector  
Telephone: 01952 567800  
Address: The Glebe Centre  
Glebe Street  
Wellington, TF1 1PJ

Email address: [micklloyd@tandwcvcs.org.uk](mailto:micklloyd@tandwcvcs.org.uk)

# **The Armed Forces Covenant**

An Enduring Covenant Between

The People of the United Kingdom  
Her Majesty's Government

– and –

All those who serve or have served in the Armed Forces of  
the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

## **CABINET**

**Decision Notices and Minutes of a meeting of the Cabinet held on Thursday, 6th December, 2012 at 5.00 p.m. at the Civic Offices, Telford**

**PUBLISHED ON WEDNESDAY, 12<sup>th</sup> DECEMBER, 2012**

**(DEADLINE FOR CALL-IN: MONDAY, 17<sup>TH</sup> DECEMBER, 2012)**

**PRESENT:** Councillor K.S. Sahota (Leader and Chair), E.A. Clare, S. Davies, A.R.H. England, W.A.M. McClements, R.A. Overton, H. Rhodes, C.F. Smith and P.R. Watling

**ALSO PRESENT:** Councillor A.J. Eade (Conservative Group Leader) and Councillor W.L. Tomlinson (Lib Dem/Independent Group Leader)

### **CB-65        MINUTES**

**RESOLVED** – that the minutes of the meeting of the Cabinet held on 8th November 2012 be confirmed and signed by the Chairman.

### **CB-66        APOLOGIES FOR ABSENCE**

None

### **CB-67        DECLARATIONS OF INTEREST**

None

### **CB-68        DRIVING DELIVERY OF THE COUNCIL'S PRIORITIES – HALF YEAR POSITION**

#### **Non-Key Decision**

Councillor W.A.M. McClements, Cabinet Member: Resources & Service Delivery, presented the report of the Managing Director which presented a review of performance against the Council's priorities at half year.

Two areas identified by Cabinet in September 2012 for improvement were supporting 16 to 24 year olds and homelessness, and the report detailed work that had been undertaken to take these services forward. For example, the number of nights of B&B usage for homeless cases had dropped dramatically due to a change in the type of temporary accommodation use, and there were currently no 16 or 17 year olds in bed and breakfast accommodation. Appended to the report was the detailed analysis of progress against the basket of performance measures for each Council priority, as at September 2012. Among the headline messages were a continued fall in recorded crime and anti-social behaviour; continued progress in educational attainment (particularly at 5 GCSE A\*-C which was now above the national average);

another reduction in teenage pregnancy rates; and the overall level of unemployment now being below the regional average. However, youth unemployment continued to rise – up to 26.3% from 23.2%.- and there was concern that national government was not doing enough to tackle the lack of jobs and training opportunities for 16-24 year olds. Therefore, Cabinet would be targeting jobs and youth unemployment as areas for improvement, as well as prioritising the retention of front line services.

During the ensuing discussion, concern was raised about the apparent deterioration of the indicators relating to the educational achievement of children in care and accommodation for care leavers. Councillor P.R. Watling, Cabinet Member for Children, Young People & Families accepted that more needed to be done, but that the corporate parenting team was now working across all age groups, with a ‘virtual head’ to ensure everything was connected.

### **RESOLVED –**

- (a) that the on-going progress that the Council and its partners is delivering in key areas be noted;**
- (b) that jobs and youth unemployment be targeted as key areas for improvement.**

### **CB-69        SCHOOL ORGANISATION – BEHAVIOUR REVIEW/JIGSAW SCHOOL**

#### **Non-Key Decision**

Councillor P.R. Watling, Cabinet Member: Children, Young People & Families, presented the report of the Assistant Director: Education & Skills which provided an update, following a period of consultation, over proposals for Behaviour Management including Jigsaw School.

The report outlined the current provision across the Borough to meet the needs of those students experiencing barriers to accessing mainstream education. This had been reviewed by a Behaviour Working Party, who had established five task and finish groups to collect evidence and undertake discussions with key partners. It was concluded that the biggest individual cohort of children and young people placed were those who fell into the Autistic Spectrum Condition (ASC) and Behaviour, Emotional & Social Development (BESD) category of need. It was therefore proposed that the Jigsaw School site be used to provide ASC/BESD specialist provision. However, a period of transition would be required to develop this setting, and it was proposed that in the short term the existing Jigsaw School be annexed to a mainstream secondary school from September 2013.

In terms of other sites, it was proposed to establish Assessment & Intervention centres at Haughton and Southall schools to replace the current provision for Key Stages 1, 2 and 3 at Admaston Pupil Referral Unit. For students aged 14 or over, it was proposed to establish specialist provision at

Telford College (TCAT) to replace the current provision at King Street – this would provide students with better support and greater continuity in their studies.

Feedback during informal consultation on the proposals had been positive, and examples of comments received were shown in the report. In order to end the contract with the current provider at Jigsaw School, and transfer the school to become an annex of a mainstream secondary school, a 6 week statutory consultation period would have to be undertaken. Cabinet would then consider the outcome of the consultation at a future meeting.

Members welcomed the proposals as a positive step forward in the delivery of these services.

### **RESOLVED –**

- (a) that the placing of a statutory public notice for transferring the responsibility for delivering education on the Jigsaw site to the control of the Local Authority with effect from September 2013 be approved;**
- (b) that the Jigsaw site be used to establish a specialist ASC/BESD provision extending the age range on the site from 11-16 to 10-18, and to provide a limited number of places for Year 6 pupils and post 16 provision for this specialist group;**
- (c) that an Assessment and Intervention Centre with the capacity for 16 full-time equivalent places should be established under the leadership of Haughton School to replace the Key Stage 1 and 2 provision at Admaston;**
- (d) that an Assessment and Intervention Centre with the capacity for 16 full-time equivalent places should be established under the leadership of Southall School to replace the Key Stage 3 provision at Admaston;**
- (e) that specialist provision be established at Telford College (TCAT) for students aged 14 or over, with the capacity for 32 full-time places, to replace the current provision at King Street.**

### **CB-70      RELOCATION OF THE INCLUSIVE EDUCATION SERVICE AND DISPOSAL OF THE SOCIAL EDUCATION CENTRE**

**Key Decision** identified as **Re-location of Social Education Centre Services and Disposal of Property** in the Notice of Key Decisions published on 9 October 2012.

Councillor E.A. Clare, Cabinet Member: Adult & Social Care, presented the report of the Assistant Director: Care & Support which set out proposals arising from a review of 'in-house' provider services.

The review of the services included two residential homes, day services, community support and shared lives providing predominately for clients with a learning disability, and would explore options and models of service delivery to ensure the future requirements of personalisation were met. A programme of stakeholder engagement was planned to roll out to January 2013, including workshops with service users. A specific piece of work within the review was a proposal to relocate the service for Adults with Learning Disabilities currently delivered at the Social Education Centre based at the campus of Telford College of Arts & Technology (TCAT), and the sale of the building to TCAT. The sale would realise a capital receipt of £635,000 and allow for the relocation and development of the services to other settings. A number of options for relocation were being explored, and were detailed in the report.

As part of the condition of the sale of the property, TCAT would, at no cost to the Council, lease the building back whilst service delivery was relocated. There would be no loss of employment for members of staff. Members commended the quality of the facilities and staff at a number of community day centres, and emphasised that it was important to keep clients informed of the plans.

**RESOLVED –**

- (a) **that the sale of the Social Education Centre to Telford College of Arts & Technology be approved;**
- (b) **that the relocation of the current service within existing service provision be approved;**
- (c) **that a proportion of the funding realised from the sale of the Centre be used for re-development of existing buildings in order to accommodate the relocated services, with the residual funding maybe being used to develop cost effective longer term options within the provider review;**
- (d) **that authority be delegated to the Assistant Director: Development, Business & Housing, in conjunction with the Assistant Director: Law, Democracy & Public Protection, to agree terms and conditions in order to complete the sale of the property, and to enter into any contracts and transfer of documents that may be required to achieve the sale of the property and the relocation of the service.**

**CB-71      DEVELOPMENT OF A POOLED BUDGET (SECTION 75 AGREEMENT) FOR CARERS SERVICES**

**Key decision** identified as **Development of a Pooled Budget (Section 75 Agreement) for Carers Services** in the Notice of Key Decisions published on 9 October 2012.

Councillor E.A. Clare, Cabinet Member: Adult & Social Care, presented the report of the Assistant Director: Care & Support which set out proposals for a

Pooled Budget for Carers to be hosted by the Council in partnership with the Clinical Commissioning Group (CCG) to become operational from 1<sup>st</sup> April 2013.

Within Telford & Wrekin, through joint commissioning with the Primary Care Trust, a Multi-Agency Strategy for Carers had set out a framework to support family carers and develop service improvements to increase the level of support offered. The Strategy reflected the national expectations and key priorities. The proposed pooled budget would maximise the required delivery of national policy guidance and maintain ongoing service development and improvement at a local level. It was proposed that the Council would take a lead role in the commissioning and development of carers' services which would enable the CCG to discharge its responsibilities to carers via the local authority. A number of other benefits from a joint approach were detailed in the report.

It was proposed to transfer existing Council budgets into the pooled arrangement. With £195k of NHS funding, this would lead to a pooled budget of around £340k. Co-ordination would be via the role of a jointly funded Commissioning Officer post, and it was proposed that the pooled budget would be monitored through the Carers Partnership Board. Overall governance would be maintained through the Health & Wellbeing Board. In response to a question, it was confirmed that the proposal would be cost neutral – it was the pooling of existing money, but that this would allow greater flexibility and remove any duplication.

#### **RESOLVED –**

- (a) that the proposal to develop a Pooled Budget for Carers be endorsed, and that authority be delegated to the Assistant Director: Care & Support, in consultation with the Cabinet Member for Care & Support, to complete and sign the required agreement;**
- (b) that it be noted that the proposed governance arrangements will be subject to further consultation in relation to the developing Health & Wellbeing Board.**

#### **CB-72      TELFORD ICE RINK – NEW WAYS OF WORKING**

##### **Non-Key Decision**

Councillor A.R.H. England, Cabinet Member: Leisure & Wellbeing, presented the report of the Assistant Director: Neighbourhood & Leisure Services which set out proposals for the piloting of a new management model for Telford Ice Rink.

Following the refurbishment and re-opening of the Ice Rink, it was recognised that in keeping with Co-operative principles, an opportunity existed to work more closely with stakeholders, many of whom had a long association with the facility. A vision of enhancing and supporting the financial model for the Ice Rink through a recognition and development of social values had emerged

following engagement and consultation with stakeholders including ice rink users, staff, senior managers and Members. From this, there were clear views from stakeholders on the areas for improvement and where co-operative working could be adopted – eg: management & decision making, marketing & promotion and innovation. Appended to the report was an interim model which had been developed with stakeholders. This included the establishment of a steering group to reflect the community and users of the ice rink. Linked to the proposed new management model, there was an opportunity to review working practices and to support a creative and entrepreneurial spirit amongst management and staff.

During the ensuing discussion, the importance of the Ice Rink as a vibrant community facility, particularly for young people, was noted. In response to comments from Councillor Eade (Conservative Group Leader), the Leisure Service Delivery Manager advised that this was a step-by-step approach, and that there would be an opportunity to work with business partners in promoting the wider Southwater re-development.

### **RESOLVED –**

- (a) that the proposed interim ice rink steering group model, as set out in Appendix 2 of the report, be endorsed, and that a review be received after a 12 month period of operation;**
- (b) that the general review of working practices and resource alignment detailed within the report be endorsed, and that authority be delegated to the Managing Director to progress and implement these.**

### **CB-73      MARCHES LOCAL TRANSPORT BODY**

#### **Non-Key Decision**

Councillor H. Rhodes, Cabinet Member: Transport & Community Protection, presented the report of the Assistant Director: Neighbourhood & Leisure Services concerning arrangements for the devolvement of the major scheme transport funding programme to Local Transport Bodies (LTB).

Following a consultation, to which the Council responded, the Department for Transport had now published its proposals. These included the need to formally establish a Local Transport Body based on the geographical area of the existing Marches Local Enterprise Partnership (LEP). It had been agreed that the three Transport Authorities (Herefordshire, Telford & Wrekin and Shropshire) would form the basis of the LTB in conjunction with the Marches LEP in an advisory capacity. The final governance structure was subject to imminent guidance and to confirmation of the LEP's role, but at this stage it was proposed that a joint Cabinet committee would be the most appropriate solution in terms of meeting the assurance framework required by Government. Each Authority would appoint 2 Cabinet members, and the report set out their powers and responsibilities and how the LTB would be supported.

The devolved funding from the Department for Transport would be allocated through a formula based on population size, with the Marches region expected to receive around £16m. This would be in addition to the LTP block allocation, and would need to be spent on major schemes. A provisional list of prioritised schemes would need to be submitted to the DfT by April 2013. In response to a question about reporting back of decisions taken by the new Local Transport Body, it was suggested that this could be done through the Cabinet.

#### **RESOLVED –**

- (a) that the establishment of a Marches Local Transport Body, as set out in the report, be approved;**
- (b) that the Cabinet Member for Transport & Community Protection and the Cabinet Member for Housing, Regeneration & Economic Development be appointed to represent the Council on the Marches Local Transport Body board, as set out in the governance proposals in the report;**
- (c) that authority be delegated to the Assistant Director: Neighbourhood & Leisure Services, in consultation with the Cabinet Members for Transport & Community Protection and for Housing, Regeneration & Economic Development, to agree documentation and terms of reference for the LTB;**
- (d) that authority be delegated to the Assistant Director: Law, Democracy & Public Protection to agree and execute all necessary documentation to give effect to the recommendations contained in the report.**

#### **CB-74      TELFORD & WREKIN ARMED FORCES COMMUNITY COVENANT**

##### **Non-Key Decision**

Councillor S. Davies, Cabinet Member: Neighbourhood Services & Co-operative Council, presented a report which sought approval for the Council to sign up to the Telford & Wrekin Armed Forces Community Covenant.

An Armed Forces Community Covenant was a voluntary statement of mutual support between a civilian community and its local Armed Forces community – this included serving personnel, reserve forces, veterans and their families. The aim of such a Covenant was to encourage local communities to support the Service community in their area and nurture understanding and awareness amongst the public of issues affecting the Armed Forces community. A proposed Covenant for Telford & Wrekin was appended to the report. It incorporated Co-operative Values, and included a number of measures about how the Council would support the Armed Forces community and help them access Council services. In order to be effective, the Covenant

needed support from a range of agencies, and it was suggested that the oversight of the delivery of the Covenant be undertaken by a Community Covenant Partnership via the existing Local Strategic Partnership Executive Group.

Once signed, it was possible to access the national Community Covenant Grant Scheme, which delivered financial support to projects at the local level. Bids in the first instance must be considered by the Community Covenant Partnership.

Members welcomed this commitment to support local people in the armed forces, and their families, and noted that the official signing of the Telford & Wrekin Covenant by key representatives would take place on 14 December 2012.

**RESOLVED –**

- (a) that the development of an Armed Forces Community Covenant within Telford & Wrekin, along with the specific commitments made by the Council within the draft Covenant appended to the report, be approved;**
- (b) that the Leader of the Council and the Mayor be authorised to sign the Covenant on behalf of the Council;**
- (c) that support is given to establishing a Community Covenant Partnership linked to the Local Strategic Partnership, with responsibility for overseeing the delivery of the Community Covenant and considering local applications to the national Community Covenant Grant Funding Scheme.**

**CB-75      EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED – that the public and press be excluded from the meeting for the following item of business on the grounds that it may involve the disclosure of information relating to the financial or business affairs of any particular person (including the authority holding that information) as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972.**

**CB-76      NEWPORT PLANNING - UPDATE**

**Key Decision** identified as **Planning Application – Land at Newport** in the Notice of Key Decisions published on 8 November 2012.

Councillor R.A. Overton, Deputy Leader, presented the report of the Assistant Director: Development, Business & Housing which updated Members on the progress of various planning and property matters in relation to developments at Newport.

The report detailed the current position regarding the planning application for land at Station Road, Newport, which the Council, as landowner, was contractually committed to pursue. That application was subject to a Public Inquiry, and the report outlined the likely costs arising from being represented at the Inquiry. In addition, there were a number of related issues relating to planning applications and permissions that had been granted on other sites in Newport, and the intention of the Council to pursue a High Court challenge in respect of the Audley Avenue site. There had also been costs incurred in relation to Council representation at an inquiry to determine an application by local residents for the Council's land at Station Road to be designated as a village green.

**RESOLVED –**

- (a) that the decision made by the Assistant Director: Law, Democracy & Public Protection to pursue a High Court challenge to the decision of the Secretary of State dated 2 August 2012 in respect of the site at Audley Avenue be ratified;**
- (b) that it be noted that the Council, as landowner, is contractually bound to support St Modwen Developments in pursuing the planning application for Station Road, Newport on the land shown in the appendix to the report.**
- (c) that it be noted that the Council's position at the Station Road call-in inquiry be one of continuing to support its decision that the application should be approved;**
- (d) that the potential costs which may be incurred as detailed in the report be approved, including a capital allocation and expenditure of £0.4m and the use of the corporate contingency of £0.3m for the revenue costs as detailed in Appendix 1 of the report, and that the potential additional revenue liability of £0.2m should planning appeals be lost and costs granted against the Authority be noted.**

The meeting ended at 6.02 pm.

**Signed for the purposes of the Decision Notices**

**Jonathan Eatough**  
**Assistant Director: Law, Democracy & Public Protection**  
**Date: 12 December 2012**

**Signed: .....**

**Date: .....**