

## **CABINET**

**Decision Notices and Minutes of a meeting of the Cabinet held on Thursday, 30th May, 2013 at 5.00 p.m. at the AFC Telford Learning Centre, Haybridge Road, Wellington, Telford**

**PUBLISHED ON WEDNESDAY, 5<sup>th</sup> JUNE, 2013**

**(DEADLINE FOR CALL-IN: MONDAY, 10th JUNE, 2013)**

**PRESENT:** Councillor K.S. Sahota (Leader and Chair), E.A. Clare, 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), Councillor W.L. Tomlinson (Liberal Democrat/Independent Group Leader)

### **CB-1        MINUTES**

**RESOLVED** – that the minutes of the meeting of the Cabinet held on 25th April 2013 be confirmed and signed by the Chairman.

### **CB-2        APOLOGIES FOR ABSENCE**

Councillor S. Davies

### **CB-3        DECLARATIONS OF INTEREST**

None

### **CB-4        'SHAPING PLACES' LOCAL PLAN – STRATEGY & OPTIONS**

**Key Decision** identified as **Shaping Places Local Plan – Draft Strategy & Options** in the Notice of Key Decisions published on 30 April 2013.

#### **Full Council decision – not subject to Call-in**

Councillor C.F. Smith, Cabinet Member: Housing, Development & Borough Towns, presented the report of the Assistant Director: Planning Specialist, which explained the process for the preparation of a new Local Plan called 'Shaping Places' scheduled for adoption in January 2015. The Strategy & Options document was an early stage in developing the Plan, and set out a proposed spatial strategy and policy options. A copy of the document was appended to the report.

The new Local Plan would need to reflect significant changes in planning rules, including the National Planning Policy Framework which set out the Government's requirements for Local Plans and associated planning

decisions. The Plan would play a significant role in the delivery of the Council's current priorities around economic growth, housing and sustainable local communities. A wide range of stakeholders had been consulted in developing initial strategy proposals. There had been general support for growth with a number of key messages around providing a choice of homes, regeneration and providing certainty on planning requirements.

The resulting Strategy & Options document would provide the community and other stakeholders with the opportunity to comment on and influence the proposed scale and location of development at an early stage of the plan making process. It set out the vision, aims and objectives on development needs; the potential scale of growth to deliver a locally derived housing target to meet both national and local needs; broad options for the spatial distribution of new development; and the potential areas where detailed policy could be developed.

It was proposed to commence a formal six week period of public consultation on the Strategy & Options document on 10 June 2013. This would be undertaken in a variety of ways, and would include engagement with individual Parish and Town Councils.

During the ensuing discussion, Councillor A.J. Eade (Conservative Group Leader) expressed the view that the focus of new development should be on existing brown-field sites rather than on green-field sites. Pressure should be put on landowners to bring forward brown-field sites for development. The Cabinet Member agreed that brown-field sites should be a priority for development, but that in order to meet government targets and to achieve balanced development across the Borough, it would not be possible to retain all green areas. Other Members referred to the importance of retaining green spaces in the urban areas, and to the need for a good mix of new homes – including affordable housing.

**RESOLVED** – that the Strategy & Options document be approved for public consultation, and that the document be **RECOMMENDED** to **COUNCIL** for approval.

**CB-5            DESIGNATION OF A NEIGHBOURHOOD PLAN AREA FOR NEWPORT**

**Key Decision** identified as **Application for the Designation of a Neighbourhood Area - Newport** in the Notice of Key Decisions published on 30 April 2013.

Councillor C.F. Smith, Cabinet Member: Housing, Development & Borough Towns, presented the report of the Assistant Director: Planning Specialist, which detailed an application by Newport Town Council for its area to be designated as a Neighbourhood Plan Area for planning purposes.

The Localism Act 2011 introduced Neighbourhood Planning as a mechanism to increase local engagement in plan making. Newport Town Council was one of four Parish/Town Councils in the Borough currently preparing

Neighbourhood Plans. Following consultation with neighbouring parishes and other stakeholders, an application had been submitted to designate Newport Town Council area as a Neighbourhood Area. The boundary of the proposed Neighbourhood Area was shown in a plan appended to the report. The application for designation had been advertised with a period of 6 weeks for any representations to be submitted. The consultation period ended on 5 April 2013, and no comments were received.

It was considered that the correlation with the Town Council area would assist with any future referendum and would provide a good model for future neighbourhood plan proposals. If approved, work would continue to develop the Neighbourhood Plan – led by the Newport Neighbourhood Development Plan Steering Group.

**RESOLVED** – that the Neighbourhood Area application by Newport Town Council be supported, and that the area shown at Appendix A of the report be designated as a Neighbourhood Area.

**CB-6            TELFORD & WREKIN MULTI-AGENCY STRATEGY FOR CARERS 2013 - 2016**

**Key Decision** identified as **Carers' Strategy** in the Notice of Key Decisions published on 30 April 2013.

Councillor A.R.H. England, Cabinet Member: Adult Social Care, presented the report of the Assistant Director: Care & Support, appended to which was the draft Multi-Agency Strategy for Carers 2013 to 2016 – 'Making Connections for Carers in Telford & Wrekin'.

The Strategy was set within the context of national policy and guidance, but also reflected local needs captured in the joint strategic needs assessment for carers. The views of a wide range of stakeholders, including carers, carer related groups, health and social care providers and voluntary organisations had been taken into account in identifying eight key priorities/outcomes which reflected concerns facing local carers. Information, Advice & Support, Planning for the Future and A Life Outside Caring were the top three outcomes. The Strategy was supported by an action plan of improvement – a copy of which was attached to the main document. Progress against this action plan would be monitored by the Health & Wellbeing Board, supported by the Carers Partnership Board. The Cabinet Member highlighted the important and valuable role played by individual carers in supporting infirm or disabled family members to remain at home, and that any support provided to carers through the Strategy represented good value for the Authority.

During the ensuing discussion, Councillor A.J. Eade (Conservative Group Leader), expressed concerns about respite opportunities for carers, particularly following the closure of Lea Court. Concerns had also been raised that the Adult and Learning Disability (ALD) Forum and the ALD Partnership were either no longer functioning or were not operating effectively. The Assistant Director: Social Care Specialist advised that he was not aware that there was a general problem with respite for carers. In relation to the specific

case referred to, a decision had been made not to renew the contract due to the very high costs and low levels of usage. Alternative provision had been made for most clients, but it was recognised there may be some residual issues. The partnership groups referred to had not met regularly recently, and there was a need to re-invigorate the ALD Board. Councillor E A Clare (former Cabinet Member for Adult Care & Support) added that Lea Court was coming towards the end of its life and, although a better service could be provided elsewhere, it was difficult in getting some clients to accept change. The Cabinet Member added that he was happy to meet with any individuals or groups to discuss any issues.

**RESOLVED** – that the **Multi Agency Strategy for Carers 2013-2016 and associated action plan for implementation, as appended to the report, be endorsed.**

#### **CB-7            THE ANNUAL GOVERNANCE STATEMENT 2012/13**

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

Councillor R.A. Overton, Deputy Leader, presented the joint report of the Assistant Director: Finance, Audit & Information Governance and the Monitoring Officer, attached to which was the draft Annual Governance Statement for 2012/13.

Under the Accounts & Audit Regulations 2011, the Council was required to produce an Annual Governance Statement, and it was best practice that it was signed by the Leader and Managing Director of the Council. The Statement included an action plan to ensure that the Council continued to improve its existing governance arrangements. The action plan attached to the 2011/12 statement (implemented during 2012/13) had been reviewed and updated and was appended to the report.

The Annual Governance Statement outlined that the Council had been adhering to its Local Code of Corporate Governance, continually reviewing and improving its procedures to maintain and demonstrate good corporate governance, and that it had in place robust systems of internal control. The Council could be assured that during 2012/13, including during organisational changes, the existing governance framework had continued to support proper governance. Assurance for the Annual Governance Statement was provided by all areas of the Council including senior management, Members, the Chief Financial Officer, the Monitoring Officer and internal audit.

**RESOLVED** – that the **Annual Governance Statement 2012/13, as shown at Appendix A of the report, be agreed.**

#### **CB-8            MARCHES LOCAL TRANSPORT BODY**

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

Councillor W.A.M. McClements, Cabinet Member: Finance & Enterprise, presented the report of the Assistant Director: Neighbourhood & Leisure

Services, which updated Members on the proposals and framework for the establishment of a Marches Local Transport Body (LTB) in response to the Department for Transport's plans for devolving major transport scheme funding beyond 2015.

The draft Assurance Framework for the LTB had been submitted to the Department for Transport for comment. The Local Enterprise Partnership (LEP) had subsequently decided to become a full voting member of the LTB. This meant the LTB could no longer be a joint committee between the three authorities but would have to be set up as an informal partnership. Following discussions between all the partners, it was proposed to reduce the number of Elected Member representatives from each Local Authority from two down to one.

The Cabinet Member added that the LTB had met in shadow form earlier in the week, and it had been agreed that he would chair the group for the first 12 months. There was a tight timescale for producing a list of priority schemes and proposed funding programme.

In response to questions, the Cabinet Member confirmed that the funding allocation for the Marches LTB was £16m for the period 2015-19, and that a programme of works would be determined by a process of scheme assessment and prioritisation, including compatibility with the LEP's growth strategy.

#### **RESOLVED –**

- (a) that the changes to the Local Transport Body assurance framework and structure, with the reduction in Members from two down to one, be approved;**
- (b) that the Cabinet Member: Finance & Enterprise be appointed as the Council's representative on the Marches LTB Board, with the Cabinet Member for Customer Services, Libraries & Transport as Deputy Member – as set out in the governance proposals outlined in the report;**
- (c) that authority be delegated to the Assistant Director: Neighbourhood & Leisure Services, in consultation with the Cabinet Member for Finance & Enterprise, to finalise the Council's input to the assurance framework to be ratified at the July meeting of the Marches 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 resolutions above.**

## **CB-9            REGULATION OF INVESTIGATORY POWER ACT 2000**

### **Non-Key Decision**

Councillor A.R.H. England declared that he was a serving Justice of the Peace. The Legal adviser confirmed that as Councillor England had not taken part in the two RIPA applications made to court which were referred to at appendix 2 of the report, and that as his involvement in matters at court was not likely to relate to applications made by the Council, he was therefore able to take part in the discussion and voting on this item.

Councillor R.A. Overton, Deputy Leader, presented the report of the Assistant Director: Law, Democracy & Public Protection, which informed Members of legislative changes to the approval process for undertaking covert surveillance, and on RIPA usage during 2012/13.

The Regulation of Investigatory Powers Act (RIPA) 2000 provided a statutory mechanism for authorising covert surveillance and the use of undercover agents. On 1 November 2012, new legislative provisions came into force which required every application to use RIPA powers to be approved by a Justice of the Peace. This was in addition to the internal approval process which had been in place for a number of years. The Council's Policy and Guidance on RIPA had been updated accordingly (along with minor administrative changes), and the revised document was appended to the report. Also appended to the report was a year-end report for RIPA usage during 2012/13, which showed that the powers had been used on only two occasions.

### **RESOLVED –**

- (a) that the revised RIPA Policy document, as shown at Appendix 1 of the report, be approved;**
- (b) that the contents of the report be noted.**

## **CB-10            BUILDING SCHOOLS FOR THE FUTURE PROGRAMME – APPROVAL OF BUSINESS CASE FOR SOUTHALL SCHOOL, DAWLEY**

**Key Decision** identified as **Building Schools for the Future – Southall School, Dawley** in the Notice of Key Decisions published on 30 April 2013.

Councillor P.R. Watling, Cabinet Member: Children, Young People & Families, presented the report of the Director: Development, Business & Customer Services, which sought approval to submit the Final Business Case to the Education Funding Agency (EFA) and to the award of contracts.

The project at Southall School would include the construction of a new sports hall with changing rooms and new teaching spaces, as well as the refurbishment of areas within the existing school building. It was anticipated that the new facilities would be available by early 2014. The Final Business

Case (FBC) outlined the scheme, the affordability of the final solution and the arrangements in place for contract administration. On 29 March 2012, Cabinet approved the appointment of Shepherd Construction Ltd as the "Selected Panel Member" to construct Ercall Wood Technology College and future schools including Southall School, if requested. Shepherd Construction had been working to finalise the design of the scheme and had submitted a detailed planning application.

The FBC was being prepared, and the key points of the submission would be that the scope of the scheme was as planned at Stage 0 and that it was affordable. Further details of the financial and contractual arrangements were contained in the report. Subject to Cabinet approval, the FBC would be submitted to EFA for approval and to the DfE for funding approval once Shepherd Construction had secured planning approval for the site. In order that refurbishment work within the existing school building could be carried out during the 2013 summer holidays, it might be necessary to initiate an early works agreement with Shepherd Construction Ltd. To minimise risk to the Council, this agreement would only be entered into if all the necessary approvals for the Design and Build contract were in place, and it would be time and value limited.

#### **RESOLVED –**

- (a) that the submission of the Southall School Final Business Case to the Education Funding Agency be approved, and that, subject to approval by the EFA (thereby releasing BSF funding), the Director: Development, Business & Customer Services, in consultation with the Cabinet Member for Children, Young People & Families, be authorised to award the Single School Design & Build contract to Shepherd Construction Limited and to enter into all related contract documents;**
- (b) that, if necessary, the Director: Development, Business & Customer Services, in consultation with the Cabinet Member for Children, Young People & Families, be authorised to enter into an early works agreement with Shepherd Construction Ltd, prior to the signing of the main contract, to allow key works to be undertaken in the school summer holidays;**
- (c) that authority be delegated to the Assistant Director: Law, Democracy & Public Protection to execute all necessary documentation, including the affixing of the common seal of the Council to contractual documentation as appropriate.**

The meeting ended at 5.47 pm.

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

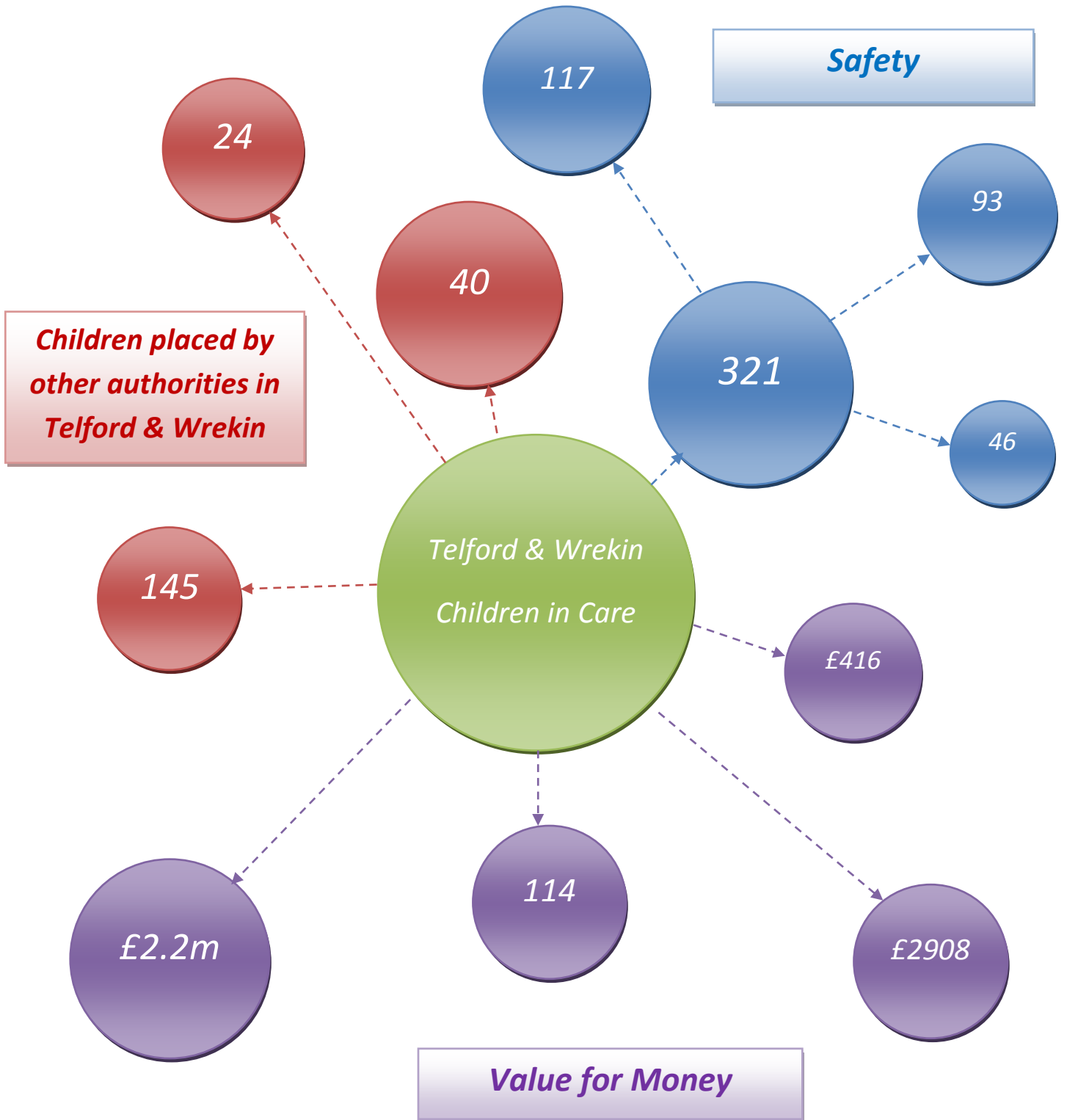
**Jonathan Eatough**  
**Assistant Director: Law, Democracy & Public Protection**  
**Date: 5 June 2013**

**Signed:** .....

**Date:** .....

# Children & Young People Scrutiny Committee Report into the Children in Care Placement Strategy

'It's not just about the numbers'



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## Executive Summary

For the past eight months the Children & Young People Scrutiny Committee has been looking closely at the Council's children in care placement strategy. In particular the Committee focused on:

- Whether current policies, procedures and practices keep children and young people in the Council's care safe?
- If Council's strategy and processes for care placements offer the best value for money?
- What responsibility, if any, does the Council have for children placed in care in the borough by other local authorities?

The Committee has taken evidence from foster carers, social workers, an Independent Reviewing Officer, senior Council officers, the Cabinet member, the Chair of the Telford & Wrekin Safeguarding Children Board and the Police. Visits to children in residential care were postponed but it remains the Committee's intention to meet these young people. The reasons for the delays helped bring home the reality of the complex needs of these vulnerable young people. Our recommendations are the culmination of many hours of investigation, fact finding and discussion.

It is clear to the Committee that in terms of the main lines of enquiry the current strengths of the Council are:

- The decision to appoint a full-time Director of Children's Services has greatly strengthened the Council's systems and processes for ensuring that children in the care of the local authority are safe and well looked after. The lines of accountability are now much clearer and the capacity for further improvements enhanced.
- Joint working with other partner agencies, particularly the police, is a strength and a model for other local authorities to look at.

The recent creation of a cost improvement plan for safeguarding and children in care is to be welcomed as is the formation of a senior, member led monitoring group that will meet monthly to review its progress.

**There were however some areas that we felt could and must be strengthened which are set out in detail in the report and we have made a number of recommendations aimed at addressing the issues raised.**

### Summary of Recommendations

#### 1. Members' responsibilities as Corporate Parents

In light of the recent Ofsted inspection and findings, the Committee feels that that the time is right to further strengthen the Council's commitment to children's safety and well-being by ensuring that all elected members are fully briefed on their role and responsibilities as Corporate Parents.

The Committee **recommends:**

**That the Council holds regular briefings (annual or biannual) for all elected members on their responsibilities as Corporate Parents and that Councillors'**

**attendance or non-attendance at these briefings is published on the Council's website on an annual basis.**

## **2. Quality Assurance of Systems and Processes**

Members are not satisfied that the Quality Assurance of reporting systems and processes is sufficiently rigorous or robust. Concerns relate to insufficient rigour in the QA of care plans on a regular basis to check that statutory visits are happening and children are progressing in terms of their health, safety, wellbeing and educational attainment.

The Committee **recommends:**

- a. That the system for recording and monitoring visits and outcomes is reviewed, and a new framework developed which is more robust but simpler to use and more effective for monitoring the progress of the children and young people.** (Refer to section p. 14 quality assurance of systems and processes.)
- b. The Council should review its current systems for reporting on the arrangements to complete statutory return interviews for young runaways and bring forward a report to the Children & Young People Scrutiny Committee within 6 months of the publication of this report.**

## **3. The Role and Independence of the Independent Reviewing Officers**

- Members feel there is a lack of independence and rigour in the existing IRO arrangements. There is a potential conflict of interest for IROs in providing independent challenge to the service in which they are line-managed.
- The National Association of Independent Reviewing Officer Protocol for the Management of IROs recommends that if possible the service should not be located within children's services.

The Committee **recommends:**

- a. That the current review of the IRO service should consider the management arrangements and the option of moving the service into the Scrutiny Team, consistent with scrutiny's role in providing objective review and challenge.**
- b. That the Independent Reviewing Officer Annual Report is presented at a joint meeting of the Scrutiny Committee and the LSCB as a matter of routine, with an interim 6 monthly report provided to the Scrutiny Committee. This should include information about the outcomes of quality assurance audits in relation to the organisation, conduct and recording of reviews.**

## **4. West Midlands Framework Contracts for Residential and Agency Foster Care and the Jigsaw contract**

- Members are not convinced that the high number of providers (144 residential care providers and 42 fostering agencies) on the regional framework contracts puts the participating authorities in a strong position to negotiate strongly on costs.
- Members are also concerned that the proposed use of the Jigsaw houses will not offer value for money unless used to their full capacity.
- Members also need to be assured that the Council has a process in place for the on-going quality assurance of providers on the framework.

The Committee **recommends:**

- a. **That the rationale for the number of providers on the framework contracts is reviewed to establish whether more favourable contracts could be negotiated by working with a smaller number of quality providers when the contracts are re-tendered.**
- b. **Within 6 months of the Jigsaw residential care contract being awarded and started, officers report to the CYP Scrutiny Committee on how it is delivering better outcomes for children in care and offering better value for money.**
- c. **That there is an officer at the Council responsible for proactively monitoring Ofsted and other agency inspection reports of providers used by the Council to help build intelligence which can inform future placement decisions.**

## **5. Financial Management and Reporting (the Dashboard)**

- Members are concerned about the lack of clarity in how the cost of internal care is calculated and reported on the Children in Care Performance Dashboard.
- It is essential that the actual cost of internal care is accurate so that financial monitoring and management are robust.

The Committee **recommends:**

- a. **That the cost of internal care reported on the Children in Care Performance Dashboard is a true cost i.e. it includes the cost of the carers' fees and allowances, the Family Placement social worker and other associated costs.**
- b. **That each element is shown separately so there is transparency in how the figures are calculated and confidence that they are accurate.**

## **6. Care of children placed in Telford & Wrekin by other authorities**

- Members heard from the West Mercia Police Force Lead for Missing Persons that Telford & Wrekin is ahead of the game regionally on reduction strategies.
- Neither the placing authority, nor the care home, has a statutory duty to notify the police when a child moves into the home.
- At a conference of children's home providers in Shropshire, 40 children were identified that the police had not previously known about. A similar event has not taken place in Telford & Wrekin.

The Committee **recommends:**

- a. **That the Council works with the Police to accurately identify the location of all the external children's homes in Telford & Wrekin.**
- b. **The Council organises a provider conference - similar to the one held by Shropshire Council - within the next 12 months. This would encourage co-operation between police and providers, and the Council should give all providers information about support services they could access to help the children in their care.**

## Our Objectives

**In looking at the children in care placement strategy, the Committee focused on three key lines of enquiry.**

**1. Whether current policies, procedures and practices keep children and young people in the Council's care **safe**?**

The Committee's aim was to seek assurance that Telford & Wrekin's systems and processes keep children as safe as possible, and that robust quality assurance is in place. There was a particular focus on children living outside the borough because members wanted to know whether they were at greater risk from being "out of sight, out of mind".

**2. Does the Council's strategy and processes for care placements offer the best **value for money**?**

The financial impact of increasing numbers of children needing to be taken into care meant there was an overspend on care placements. Whilst this is a necessary expenditure, we wanted to know what was being done to reduce costs and how the Council is ensuring that the money that is spent delivers best value in terms of cost and outcomes for children in care.

**3. What responsibility, if any, does the Council have for **children placed in care in the borough by other authorities**?**

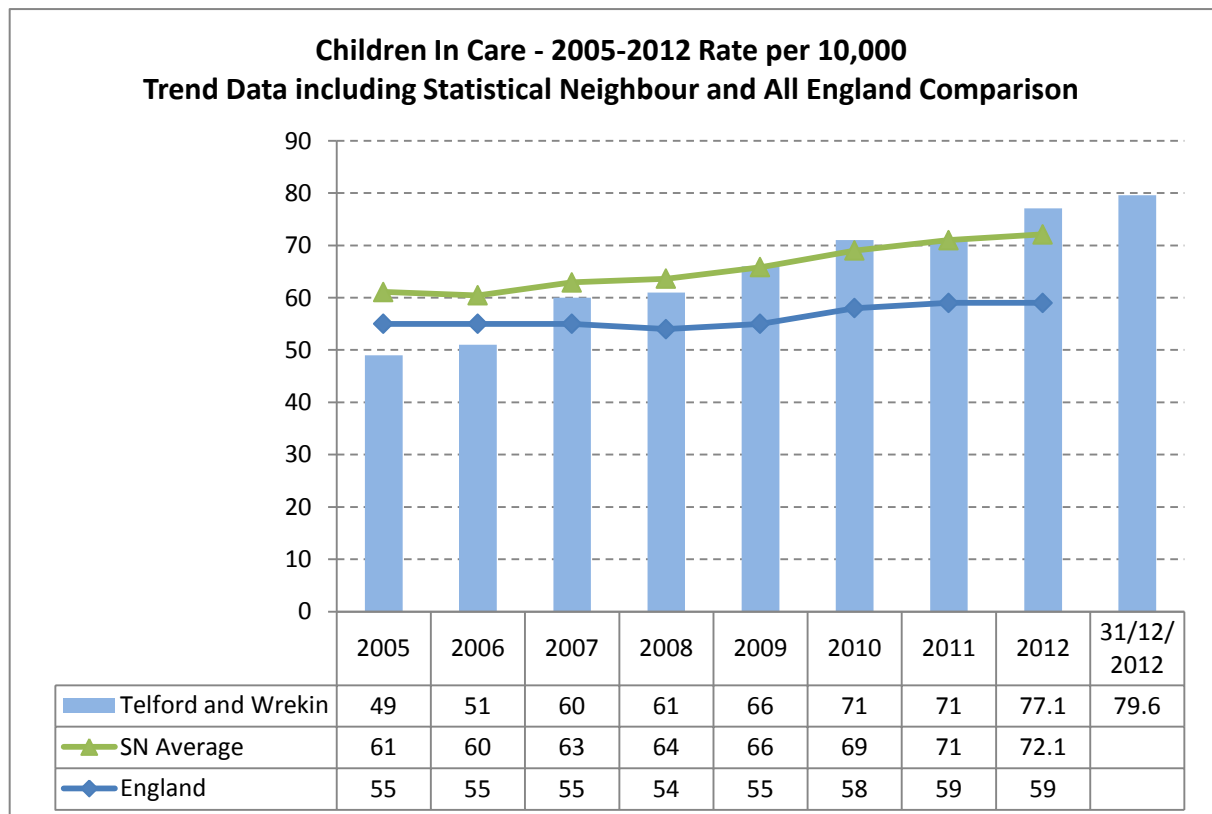
There are 24 private children's homes in Telford & Wrekin looking after children placed by other authorities. These children are living and attending schools in our borough – just as children in Telford & Wrekin's care are living in other authority areas - and we wanted to find out what shared responsibility there is for these children.

Evidence was taken from a wide range of witnesses including the lead Cabinet member, senior officers, the Chair of the Telford & Wrekin Safeguarding Children Board, the lead senior officer for Missing Persons at West Mercia Police Force, social workers, an Independent Reviewing Officer, foster carers and children in residential care outside the borough. The Committee also considered a number of written reports. A full witness and evidence list is included at the end of this report. The information provided in the following sections focuses on the key findings and is by no means an exhaustive account of all the work carried out.

## The National Context: not just a Telford & Wrekin issue

**The challenge for local authorities in meeting the needs of children in care is part of a national pattern.**

- The national picture has been one of an upward trend in the number of children coming into care over recent years. There was a significant uplift following the high profile Climber and Baby Peter cases, and since 2008 financial pressure on families as a result of the recession has no doubt contributed to rising numbers. The trend rate of children in care per 10,000 of the population is illustrated in the table below. The impact of the introduction of the welfare benefit reforms remains to be seen but may increase financial pressure on some households.



- Local Authorities have a statutory duty to protect vulnerable children at risk of harm or neglect and all elected members have a shared responsibility as Corporate Parents for the children in the authority's care. The question they should ask is "Would this be good enough for my child?"
- Some recent high profile cases of child sexual grooming and exploitation – including one locally - provided an important background to the work of the scrutiny Committee's review and highlighted the particular vulnerability of girls in the care system - including those in homes remote from the placing authority - and failures in the system to protect these young people.

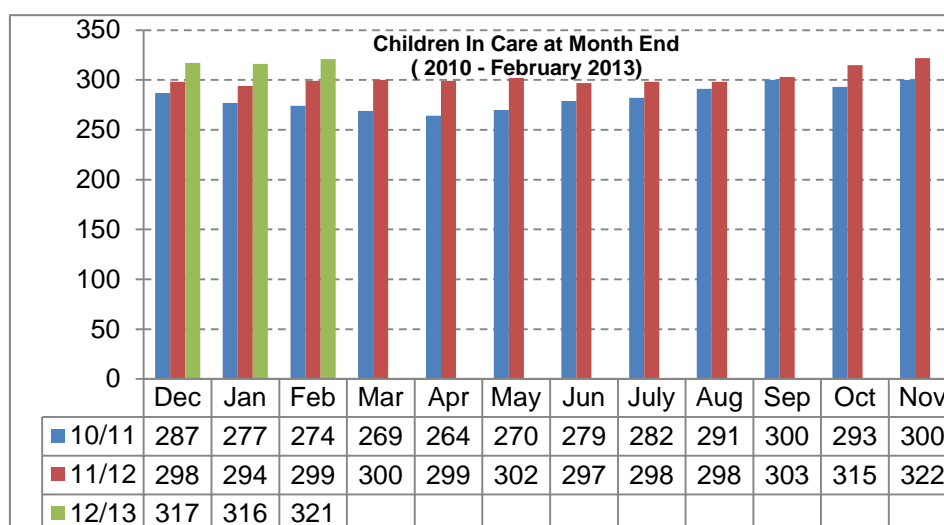
## The Local Context: “It’s not just about the numbers”

The cover of this report provides a snap shot of local children in care data relating to the Committee’s three key lines of enquiry.

### Safety

321

At the end of February 2013 Telford & Wrekin had **321** children in care. At the same time in 2012 there were 299 and in 2011 there were 274. There was a 7.4% increase in the monthly average number of children in care between Feb 2012-Feb 2013 compared to the same period in the previous year. The table below shows the trend in the numbers over the last 3 years.



117

Of the 321 children in care, **117** (36.4%) were placed with a local authority foster carer which is a slight increase on the same point last year (32.7%).

93

**93** of the 321 were placed with agency foster carers.

46

**46** (14.3%) were in residential placements. There was an increase of 6 residential placements between March 2012 and February 2013.

### Value for Money

£2.2m

**£2.2m** is the overspend on care placements in 2012/13 against a base budget of £10.2m. The base budget for safeguarding in 2012/13 was £18m and there was an adverse variance of £3.1m. A one-off contingency of £930k has been created for children’s safeguarding for 2013/14 with the Early Help and Safeguarding Cost Improvement Plan projected to deliver £2.2m savings.

£2908

**£2908** was the average weekly unit cost of residential care in February 2013. Although only 14.3% of all children in care were in residential care, residential placements accounted for almost half the total spend on care placements in 2012/13. In 2011/12 the average weekly unit cost was £3,493 and unit costs had reduced as a result of the regional framework contract.

144

There are **144** residential care providers on the regional residential framework contract. The contract was established in May 2012 for two years.

£416

**£416** was the average weekly unit cost of internal foster care in February 2013. Calculation of the cost was changed in October 2012 to incorporate overheads relating to the social work fostering team, management and other associated costs which is more in line with the equivalent agency costs.

### Responsibility for children placed by other authorities in Telford & Wrekin

24

There are **24** privately run children's homes in Telford & Wrekin where children placed by other authorities live. **Telford and Wrekin has the third highest** concentration of privately run children's homes by local authority area as a proportion of population, behind Rochdale and Shropshire.

40

At a conference for children's home providers in Shropshire, the police identified **40** children living in the homes about whom they had not previously been aware.

145

As of 10<sup>th</sup> May 2013 there were **145** children from other authorities in care placements in the borough that the Council has been notified about.

Whilst the numbers present one picture, it must be remembered that behind every statistic there is a vulnerable child in need of help or protection and the Council has a statutory duty of care as Corporate Parents for these children.

Prior to the scrutiny review, there had been an Ofsted inspection of safeguarding and looked after children's services which had judged the overall effectiveness of looked after children's services as Adequate.

## **How is Telford & Wrekin Council meeting the challenges from the national and local context?**

- Appointed a Director of Children & Family Services in May 2012. Ofsted judged Leadership and Management to be 'Good' and commented on the strong commitment from the authority to embrace change.
- Reconfigured children's services with a focus on providing targeted early intervention and preventative services delivered jointly with partners. Family Connect has been launched as a single point of referral and access to children's services with the intention of providing appropriate and proportionate support at the right time. Ofsted commented in the strength of partnerships and the Council and partners' good ambition for joint services, and joint working with the Police is a particular strength.
- Established a Safeguarding and Early Help Cost Improvement Plan as a framework for improving performance and driving down costs. Implementation of the Plan is backed by monthly financial monitoring meetings attended by Cabinet members and senior officers, including the Managing Director. The Chairs of the Children & Young People and Budget & Finance Scrutiny Committees have been invited to attend the meetings to observe the process.
- Developed a Commissioning Strategy focussed on increasing the number of internal foster carers and driving down costs with collaborative framework contracts established with other West Midlands authorities for residential and agency foster care.
- An Improvement Plan is in place to address the recommendations made by Ofsted.

## Our key findings and recommendations

This section summarises the key findings and recommendations related to each key line of enquiry.

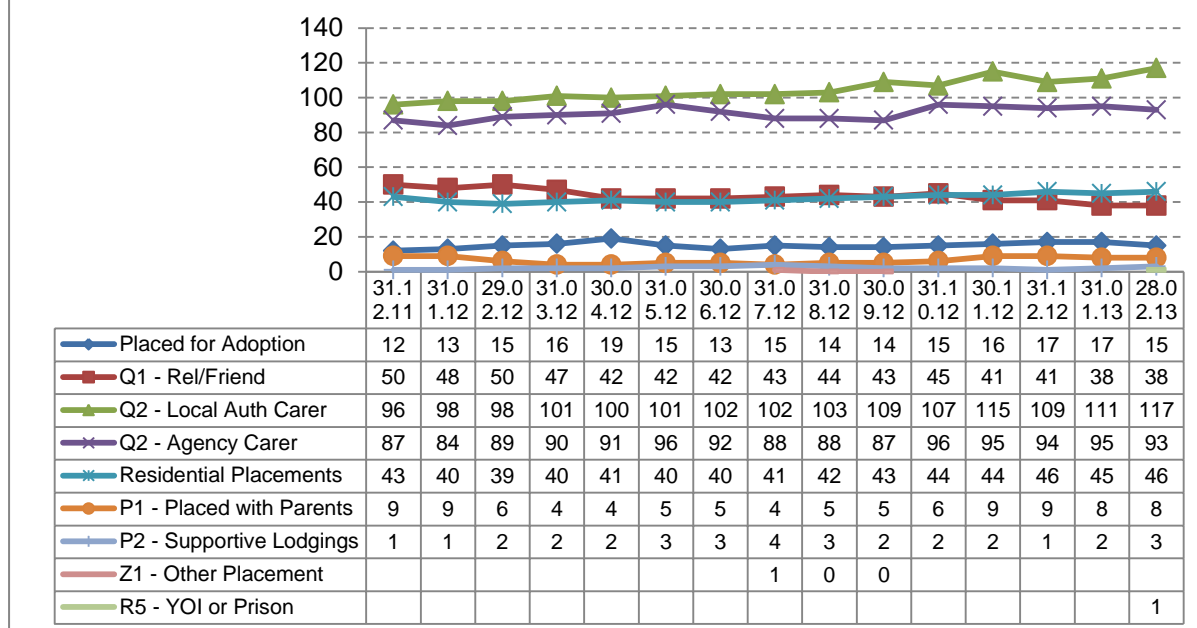
### Safety

#### What we learnt

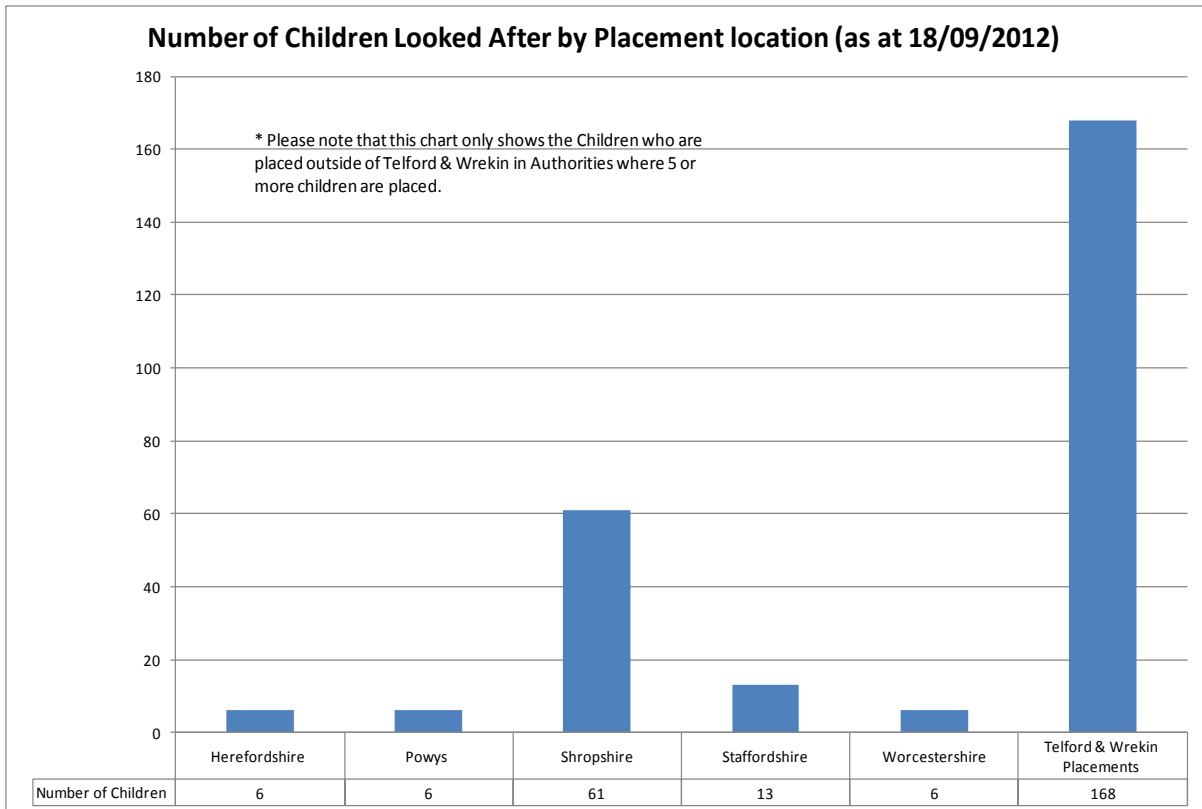
- The review started as the Ofsted report of safeguarding and looked after children's services was published in August 2012 with the overall judgement for looked after services rated as "Adequate". There are positive messages in the report: Leadership and Management and Ambition and Prioritisation are rated as "Good" and there are favourable comments about partnership working and the approach to developing joint services although it is acknowledged that the service reconfiguration is in early days and it is too soon to measure the effectiveness. However, quality of provision was rated inadequate which is an obvious matter of concern for the Committee. In December 2012, members reviewed the Improvement Plan to address Ofsted's recommendations. The areas requiring immediate remedial action had been addressed and progress had been made on the areas to be addressed within three months. Members agreed the early progress was good but the redesign of the social work team required to address some of the issues was still in the planning stages and the Committee would continue to monitor this.
- An important starting point for the review was to understand the **placement process** and the rationale for placement decisions as this underpins the first two lines of enquiry. The needs of the child and sibling groups are assessed against a complex range of criteria to determine the type of placement and location needed. Factors assessed include presenting and historic behaviour, placement history, ethnicity, disability, bail conditions, siblings, age, special educational needs, transport needs, physical and mental health needs, contact with family, gender, and locations preferred or to avoid - all these need to be taken into account in the matching process. The foster carer's own family has to be considered, for example if the young person to be placed is presenting with challenging or inappropriate sexual behaviour which may present a risk to the carer's own children. The Committee was presented with some scenarios which illustrated the highly complex nature of some care placements, particularly involving sibling groups with different needs, and that it is not always possible to source an internal placement and a wider search is necessary. Where safety is concerned, there can be good reasons why children are placed outside the borough.

The internal foster care register is always checked first and external placements (agency foster care or residential care) are only made if an internal foster placement matching the needs of the child cannot be found, or if foster care is not suitable for the child. All external placements are approved at Assistant Director level or above. External care (agency foster care or residential care) is purchased from Jigsaw for residential care, or from providers via framework agreements with final decisions made by the social worker. The mix of placement types is illustrated in the table below.

### Children In Care / Supportive Accommodation at Month End by Placement Type (based on a rolling year)



- In terms of children placed out of the borough, **Ofsted noted that the number of children placed out of area remains higher than comparators** and that there are some children whose needs could be met closer to home. As of 18<sup>th</sup> September 2012 there were 125 (of 302) children placed outside the Telford & Wrekin boundary. Of these, 85.83% were within a 50 mile radius of their home address, 7.87% between 50-100 miles and 6.3% over 100 miles. Overall, 61.7% of all looked after children were placed within the Shropshire county boundary. The types of placements included internal foster carers (where carers live outside the boundary or had moved and the children had moved with them), agency foster care, residential homes, hostels, and a small number with friends/relatives, hospital, residential schools or a secure unit. The policy is to place children as close to home as possible unless there are safety reasons for the child to be placed at a safe distance from home. Placement locations are always sought to minimize disruption to the child's education. Of the 65 children placed in the Shropshire authority area, most continued to go to school in Telford and Wrekin. Of the 85% within a 50 mile radius of home, some were still attending school in Telford and Wrekin.



- Members explored the **quality assurance of providers** on the regional residential framework contract. There had been a tender process and providers had been put through a comprehensive and rigorous quality assurance process which included financial and insurance validation, Ofsted reports and the Councils' own quality evaluation which had involved young people. All Ofsted reports are uploaded to the West Midlands database and providers must update the database with any new judgements. The latest judgements are checked before a placement is made, and the social worker may visit a home prior to placement to check the unit is suitable for the child in terms of the other young people there. Providers must have an "Outstanding" or "Good" rating to be included within the framework contract. If a provider's rating is downgraded to "Unsatisfactory" or worse while a child is placed in the home, the Ofsted findings and the home's response to recommendations are considered to determine what course of action to take. If a home has failed an inspection, the home is visited to find out what happened and what actions have been put in place to address the issues, and progress against the action plan would continue to be monitored. Depending on the nature of the findings, the child would not be moved if this created unnecessary disruption unless Ofsted had suspended the service or the Council considered the placement unsafe. No further placements would be made until standards had improved. In addition to statutory inspection reports, the West Midlands authorities share quality intelligence between themselves.
- A key concern was to seek assurance that the **statutory visits** to children in care are happening especially as this was an issue flagged up by Ofsted. The statutory requirements for visiting children in care apply to all children regardless of location, and members were assured by officers that the visits are carried out. The statutory minimum is to visit within one week of placement, then at 6 weekly intervals during the first year although visits are likely to be more frequent in the early days of a placement or if needed by the child. There is clear guidance on the purpose of the visits and the social worker must write up a report for each statutory visit. However, evidence provided by the foster carers was that the statutory visits did not always happen and this is cause for

concern. Ofsted also found that non-qualified workers are case managing looked after children and as a result the Council is not always meeting the minimum statutory requirements for visiting children in their placements.

- Members were interested in the **systems and quality assurance of visit reports and care plans** and met two members of the social work team – an Advanced Practitioner and Social Worker – to hear views from the front line. The social workers gave an overview of a “typical” week and, using examples, described how and when visits are made, the type of issues discussed, the system for recording visits, how actions are followed up and how care plans are reviewed. An anonymised example of a visit report was also provided. The Committee would like to put on record their praise for the commitment and dedication of the social workers in a service area that is both challenging and often under media scrutiny. The pressure of case loads was clear with the social workers regularly working long hours (there was an example of a sensitive issue being dealt with in the evening after a long day working out of the borough) which gave rise to concern, echoing Ofsted, about capacity issues and the structure of the social work team is currently under review. Moreover, there was evidence of a lack of rigour in the systematic quality assurance of visit reports and monitoring of care plans to ensure the children are making progress. In addition, the foster carers remarked that they had never been visited by a social worker who was being supervised, shadowed or overseen by a senior colleague. The Committee has made a recommendation about the Quality Assurance of systems and processes so there are simple measures, consistently applied, to monitor how children are progressing and made the following suggestions for consideration:
  - a) Members suggested a category based system (health, PEP, statutory visits, contact, provision, etc.) with a RAG rating and comment for each category, a section for additional information and with automatic prompts to flag up where action is required. There should be a parallel RAG rated self-assessment system for foster carers and children in care which can be cross-referenced with the social worker’s assessment to flag up any areas of mismatch. The reporting mechanism must be simple so that reports can easily be pulled off, cross-referenced and tracked. High level data can be shared with partners.
  - b) There must be systematic and regular Quality Assurance of care plans. This could be a regular spot-audit of a random sample of plans. Plans should be checked for compliance with statutory visits and to review social worker visit records to check that issues raised are being acted on and outcomes are improving. Advanced Practitioners should also observe newer qualified social worker visits.The systems and processes implemented will continue to be monitored by scrutiny.

- **Independent Reviewing Officers (IROs)** have a key role to play in the assurance of the Council’s services for looked after children. Telford & Wrekin has 5 (4.4 FTE) IROs. Their primary task is to ensure that the care plan for the child fully reflects the child’s current needs and that the actions set out in the plan are consistent with the local authority’s legal responsibilities towards the child. IROs have two separate functions: chairing child conference reviews and a newer role to monitor the child’s case on an on-going basis. IROs should bring an outside perspective and provide independent challenge to the authority. Concerns about the quality of services should be raised with senior managers and if a dispute cannot be resolved the IRO has the power of referral to CAF/CASS. At Telford & Wrekin the IROs report to the Safeguarding & Corporate Parenting Service Delivery Manager and upward to the Assistant Director Children’s Safeguarding. An audit system for care plans had been put in place in April 2012 but this still appeared to be immature and the Committee was given no concrete examples of where robust challenge had been made which gave rise to some concern. A review of the IRO arrangements is currently underway following Ofsted’s concerns about capacity issues and the dissemination of outcomes from IROs.

- Members had a very productive meeting with **foster carers** to find out how the systems and processes work from their point of view. The Committee would like to place on record its thanks to the carers who took the time to meet them and indeed to all of the authority's foster carers for their invaluable contribution in looking after children in the Council's care. The carers spoke about the training which the Council provided and their involvement in recruitment activity and suggested they could play an even greater role in the Skills for Fostering sessions. The carers spoke very highly of their social worker although in the past they had experienced inconsistencies in communication. In addition to the issue of statutory visits (referred to above), the carers reported there were sometimes delays in receiving placement paperwork and documents and this had, on occasion, hindered care such as medical treatment.
- A key part of keeping children in care safe is preventing and dealing with **missing episodes** and more information about this is included later in the report. A "Missing Children Processes for Telford & Wrekin" has been developed setting out the procedures and protocols to be followed in the event of children and young people going missing and the Police acknowledged that Telford & Wrekin is leading the way regionally with this work. Members feel the Council is an exemplar of good practice in this area and Ofsted also reflected on the effective arrangements for monitoring children missing from care under the governance of the Local Safeguarding Children Board sub-group.

In 2009 DCSF published statutory guidance on children who run away or go missing from home or care. Under the guidance, local authorities are responsible for carrying out **Return Interviews** within good practice guidelines of 72 hours of the return of the child. The interviews should identify and deal with any harm the child may have suffered, understand and try to address why the child or young person went missing and try to prevent it happening again. The Council has applied the Children's Society criteria for Return Interviews – for example those missing longer than 24 hours, those missing 2 or more times, children with mental health issues, those at known risk of harm or exploitation – and are set out in the document. An Ofsted report on Missing Children published in February 2013 found that in nearly all the 10 authorities inspected the limited evidence of effective return interviews undermined the capacity of professionals to learn more about the reasons and risks attached to children-missing episodes. Locally, the Police have said it would be helpful for them to know if the return interviews are happening, how many are done and moreover for relevant intelligence from the interviews to be shared with them.

## Our recommendations

### 1. Members' responsibility as Corporate Parents

In light of the recent Ofsted inspection and findings, the Committee feels that that the time is right to further strengthen the Council's commitment to children's safety and well-being by ensuring that all elected members are fully briefed on their role and responsibilities as Corporate Parents.

The Committee **recommends:**

**That the Council holds regular briefings (annual or biannual) for all elected members on their responsibilities as Corporate Parents and that Councillors' attendance or non-attendance at these briefings is published on the Council's website on an annual basis.**

## 2. Quality Assurance of Systems and Processes

Members are not satisfied that the Quality Assurance of reporting systems and processes is sufficiently rigorous or robust. Concerns relate to insufficient rigour in the QA of care plans on a regular basis to check that statutory visits are happening and children are progressing in terms of their health, safety, wellbeing and educational attainment.

The Committee **recommends**:

- a. **That the system for recording and monitoring visits and outcomes is reviewed, and a new framework developed which is more robust but simpler to use and more effective for monitoring the progress of the children and young people.** (Refer to section p.14 quality assurance of systems and processes.)
- b. **The Council should review its current systems for reporting on the arrangements to complete statutory return interviews for young runaways and bring forward a report to the Children & Young People Scrutiny Committee within 6 months of the publication of this report.**

## 3. The Role and Independence of the Independent Reviewing Officers (IROs)

- Members feel there is a lack of independence and rigour in the existing IRO arrangements. There is a potential conflict of interest for IROs in providing independent challenge to the service in which they are line-managed.
- The National Association of Independent Reviewing Officer Protocol for the Management of IROs recommends that if possible the service should not be located within children's services.

The Committee **recommends**:

- a. **That the current review of the IRO service should consider the management arrangements and the option of moving the service into the Scrutiny Team, consistent with scrutiny's role in providing objective review and challenge.**
- b. **That the Independent Reviewing Officer Annual Report is presented at a joint meeting of the Scrutiny Committee and the LSCB as a matter of routine, with an interim 6 monthly report provided to the Scrutiny Committee. This should include information about the outcomes of quality assurance audits in relation to the organisation, conduct and recording of reviews.**

## Value for Money

### What we learnt

- The care placement base budget for 2012/13 was £10.2m and with an overspend of £2.2m at year end. The base budget for safeguarding in 2012/13 was £18m and there was an adverse variance of £3.1m. A one-off contingency of £930k has been created for safeguarding for 2013/14 with the Early Help and Safeguarding Cost Improvement Plan projected to deliver £2.2m savings.
- A **Cost Improvement Plan** has been created to improve performance and drive down costs in safeguarding. The Plan sets out key performance and savings targets under four thematic objectives with specific actions to achieve the targets. Members welcomed the Plan as a framework for action but, as did the Budget & Finance Scrutiny Committee, acknowledged that the savings targets are challenging given the historic overspend in this area and the upward trend in the number of children coming into care. The Budget & Finance Scrutiny Committee will be monitoring progress on the Cost Improvement Plan closely and the Children & Young People Scrutiny Committee will join up on this.

- The **Children in Care Monthly Performance Dashboard** is a key document used for monitoring care cost trends against budget and is reported to the monthly Cabinet/senior officer financial monitoring meetings as well as to scrutiny and other Council fora. Scrutinising the data it was found that the internal foster care costs reflected the carer fees and allowances but excluded the equivalent overheads in the fostering agency fees. This was remedied in October 2012 when the associated social worker, management and administration costs were incorporated enabling a more accurate and fair comparison to be made between internal and external foster care unit costs.
- The **average weekly unit cost of care** by placement type in February 2013 were:

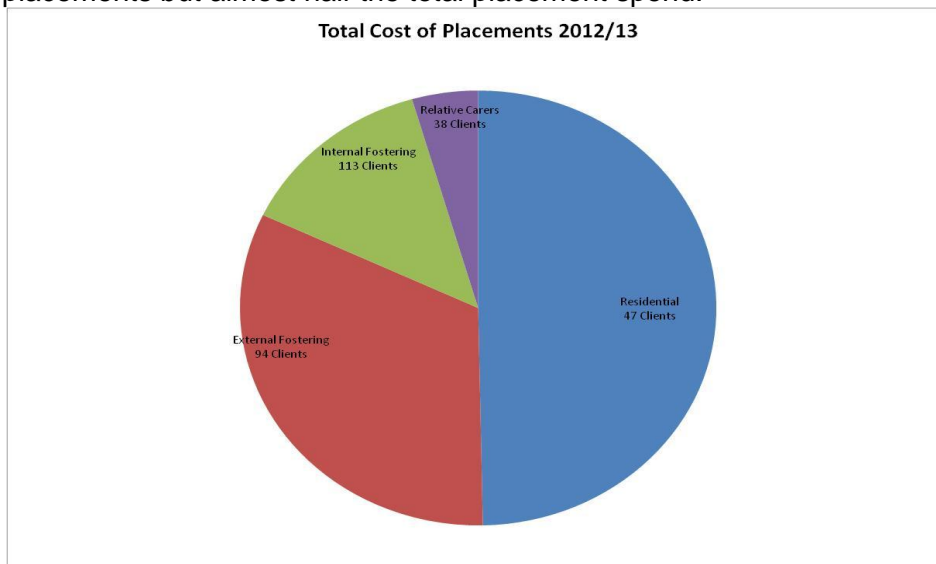
Placement Type	Children in Care at 31.03.12	Weekly Unit Cost 2011/12	Children in Care at 31.12.12	Weekly Unit Cost 31.12.12	Children in Care at 31.01.13	Weekly Unit Cost 31.01.13	Children in Care at 28.02.13	Weekly Unit Cost 28.02.13
Placed for Adoption	16	N/A	17	N/A	18	N/A	15	N/A
Relative/Friend Carer	47	N/A	41	£399	41	£385	38	£411
LA Carer	101	N/A	109	£420	109	£422	113	£416
Agency Foster Carer	90	£798	94	£808	94	£821	94	£796
Residential Placements	40	£3,493	46	£2,923	45	£2,928	46	£2,908
Placed with Parents	4	N/A	9	N/A	8	N/A	8	N/A
Supportive Lodgings	2	N/A	1	N/A	2	N/A	3	N/A
Other Placement			0	N/A	1	N/A	0	N/A
<b>TOTAL =</b>	<b>300</b>	<b>*£832</b>	<b>317</b>	<b>£878*</b>	<b>318</b>	<b>£884*</b>	<b>317</b>	<b>£882*</b>

From this it is clear that the chief ways of reducing care costs are:

- To reduce the number of children coming into care
- To increase the number of foster placements with internal carers and reduce reliance on agency carers and residential care
- To reduce the number of residential placements
- To reduce the unit cost of external care (residential and agency foster care)
- **Reducing the number of children in care.** There has been an upward trend in the number of children coming into care as illustrated earlier in this report. There has been a thorough-going reconfiguration of children and families services structured around early intervention and prevention and delivered through multi-agency partnerships. Family Connect has been launched as the single point of referral and the approach is to deliver early appropriate and proportionate support to avert the need for high cost interventions and potentially reduce the need to take children into care. There are some encouraging stories although the service is relatively new and it will take time for any impacts to filter through to children in care placements but members are supportive of the approach, recognising at all times that the safety of children must come first.
- **Increasing internal foster carers.** The main focus of the Commissioning Strategy is to increase the number of internal foster carers (weekly unit cost **£416**) and reduce reliance on agency care (weekly unit cost **£796**). The Committee looked at recruitment activity over the previous 18 months and were encouraged by the positive work that was starting to show significant gains. The challenge of recruiting

foster carers is a national one, and the market is competitive with many private fostering agencies. Much work had been done to raise awareness, to target marketing at people with the characteristics of good carers and to streamline the recruitment process so good prospects are not lost to competitors. The number of children placed with internal foster carers shows an upward trend, increasing from 96 (of 300) in November 2011 to 117 (of 321) in February 2013. It was felt a net gain of 14-18 households (some would offer more than one placement) would go a significant way to redressing the balance between internal and agency foster care. Nineteen applications were in the pipeline to be presented to foster panel by the end of April. Losses from retirement and de-registrations would reduce the net gain, although losses tended to be dormant households. Retention strategies seemed to be effective with no losses to private agencies over the period. Overall progress was good with the number of children placed with internal carers rising more steeply than the number placed with agencies (illustrated on the table on page 13).

- **Reducing the number of residential placements.** Residential care (weekly unit cost £2908) is by far the most expensive type of care accounting for 14.5% of placements but almost half the total placement spend.



This is a key target in the Cost Improvement Plan and is the area which would have the greatest impact on savings. The placement process described earlier in this report emphasised that there will always be a need for residential care for children with complex needs unsuitable for fostering, but the Committee identified several strands of work which should help reduce the number of residential placements.

- All residential placements must be approved at Assistant Director level or above and decisions are challenged to ensure there are no more cost effective alternatives which would meet the child's needs.
- The early intervention and prevention work described above has the potential to reduce the need to take children into care in the first place
- The drive to increase internal foster care capacity should reduce the risk of children being placed in residential care because of a lack of foster care provision and create added capacity to move children who are ready from residential to foster care
- Actions in the Cost Improvement Plan to recruit contract foster carers to look after children with more complex needs who may otherwise need residential care
- The establishment of the Resource Allocation Management Panel and the Securing Permanency Group will give an added focus to progressing children so those who are suitable and ready can be to move from residential to foster care

more quickly. The Budget & Finance Scrutiny Committee will monitor the impact of the Securing Permanency Group on costs.

- **Reducing the unit cost of residential and external care.** As part of the Commissioning Strategy, collaborative framework agreements have been set up with other West Midlands authorities for residential and agency foster care. These have driven down the average unit costs of both types of care.
  - The sub-regional foster framework agreement was set up in April 2011 with 42 providers. There was an immediate weekly saving of £2,294.67 on 55 placements moving from the old to the new arrangements. The full year effect was analysed after 12 months, and for the 44 children still in placements with providers on the framework there was a total saving of £86,424. Further analysis of new placements showed that overall, the projected annual saving of £100k was achieved as a result of the framework agreement.
  - The regional residential framework agreement was set up in May 2012 with 144 providers on the framework which has brought general price reductions across the residential providers. There was an immediate weekly saving of £3,379 from moving contracts across to the new arrangements equating to an annual saving of £175,708 assuming the children remained in the same placement.
  - In addition to the regional framework contract, there are currently 4 residential beds at Jigsaw commissioned by the Council on a block:spot ratio of 3:1. The Committee considered the January Cabinet report on new arrangements for the Jigsaw houses which will increase residential bed capacity from 4 to 8. A procurement process is currently underway and weekly care fees of around £2,300 are anticipated (compared to the current average weekly unit cost of the block contract for Jigsaw of £2,900 per week) with a projected annual saving of £83k. The ratio of spot to block beds will be reversed to reduce financial risk to the Council. The planned future use of the 2 remaining Jigsaw houses was one as a resource centre and one potentially to provide boarding accommodation for children at the Jigsaw school. It was hoped that the new arrangements would also go some way to addressing the issue of the high number of children placed out of the borough by increasing local capacity and members were anxious to ensure that the Jigsaw units are used to their full capacity to deliver value for money.
  - To complete its due diligence, the Committee considered an appraisal of the option of a Council owned and run children's home. This set out the legislative requirements, benchmarked costs, risks and benefits. On balance members agreed that the minimal cost savings were outweighed by the risks and that the Council should continue to procure placements through the framework contract and at Jigsaw.
- Reliance on **agency social workers** had also put pressure on the budget. Agency staff cost, very roughly, around twice the permanent staff and vacancy and recruitment information is monitored on the Dashboard. Attracting qualified social workers is a national issue, and members were assured to hear about the Council's good work on recruitment, retention and workforce development strategies. The nurturing "grow your own" approach seemed to be effective, with Advanced Practitioners appointed to mentor and develop newly qualified and less experienced staff and it was hoped the Council would be able to attract some of the good quality skills coming through the Step Up to Social Work programme. At an update in January, the Committee was delighted to hear that there were no vacancies for Social Workers and only a small number of Senior Social Worker vacancies remained unfilled and that Telford & Wrekin has built a reputation as a good employer. The impact on reducing the number of agency social workers is shown in the table below.

Numbers of Agency SWs												
Month	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13
Number	13	13	12	14	14	14	12.7	10.9	10.5	10.5	8.5	
Target	13	13	12	12	14	14	12.7	10.7	9	9	6.5	6

Increase in Agency SWs - 1 in the Helpdesk (impact of Ofsted) 1 in CIC team (impact of longterm sickness and Ofsted) 01/07/2012, targets reset

December 2012 Agency Team Manager necessary to cover Maternity Leave in Child Protection Team - new TM will take up post 02/04/13

Month	Number	Target
Apr-12	13	13
May-12	13	13
Jun-12	12	12
Jul-12	14	12
Aug-12	14	14
Sep-12	14	14
Oct-12	12.7	12.7
Nov-12	10.9	10.7
Dec-12	10.5	9
Jan-13	10.5	9
Feb-13	8.5	6.5
Mar-13		6

- The Committee considered **reciprocal arrangements with other authorities**, for example whether a social worker from the authority where a child is placed could carry out statutory visits to save on costs. Social workers put forward strong arguments against this. Care orders are made by the court to Telford & Wrekin Council and the Council holds parental responsibility for the child and it was felt the risks of ceding responsibility to another authority which may work in a different way were too great. A key concern was that it would mean a change of social worker for the child when Telford & Wrekin is striving to reduce the number of social worker changes so that stable relationships can be built. The ability of the social worker to build relationships with local partners to support the child would be compromised and there are also risks around the transfer of case information.

## Our recommendations

### 4. West Midlands Framework Contracts for Residential and Agency Foster Care and the Jigsaw contract

- Members are not convinced that the high number of providers (144 residential care providers and 42 fostering agencies) on the regional framework contracts puts the participating authorities in a strong position to negotiate strongly on costs.
- Members are also concerned that the proposed use of the Jigsaw houses will not offer value for money unless used to their full capacity.
- Members also need to be assured that the Council has a process in place for the on-going quality assurance of providers on the framework.

The Committee **recommends:**

- That the rationale for the number of providers on the framework contracts is reviewed to establish whether more favourable contracts could be negotiated by working with a smaller number of quality providers when the contracts are re-tendered.**
- Within 6 months of the Jigsaw residential care contract being awarded and started, officers report to the CYP Scrutiny Committee on how it is delivering better outcomes for children in care and offering better value for money.**
- That there is an officer at the Council responsible for proactively monitoring Ofsted and other agency inspection reports of providers used by the Council to help build intelligence which can inform future placement decisions.**

## 5. Financial Management and Reporting (the Dashboard)

- Members are concerned about the lack of clarity in how the cost of internal care is calculated and reported on the Children in Care Performance Dashboard.
- It is essential that the actual cost of internal care is accurate so that financial monitoring and management are robust.

The Committee recommends:

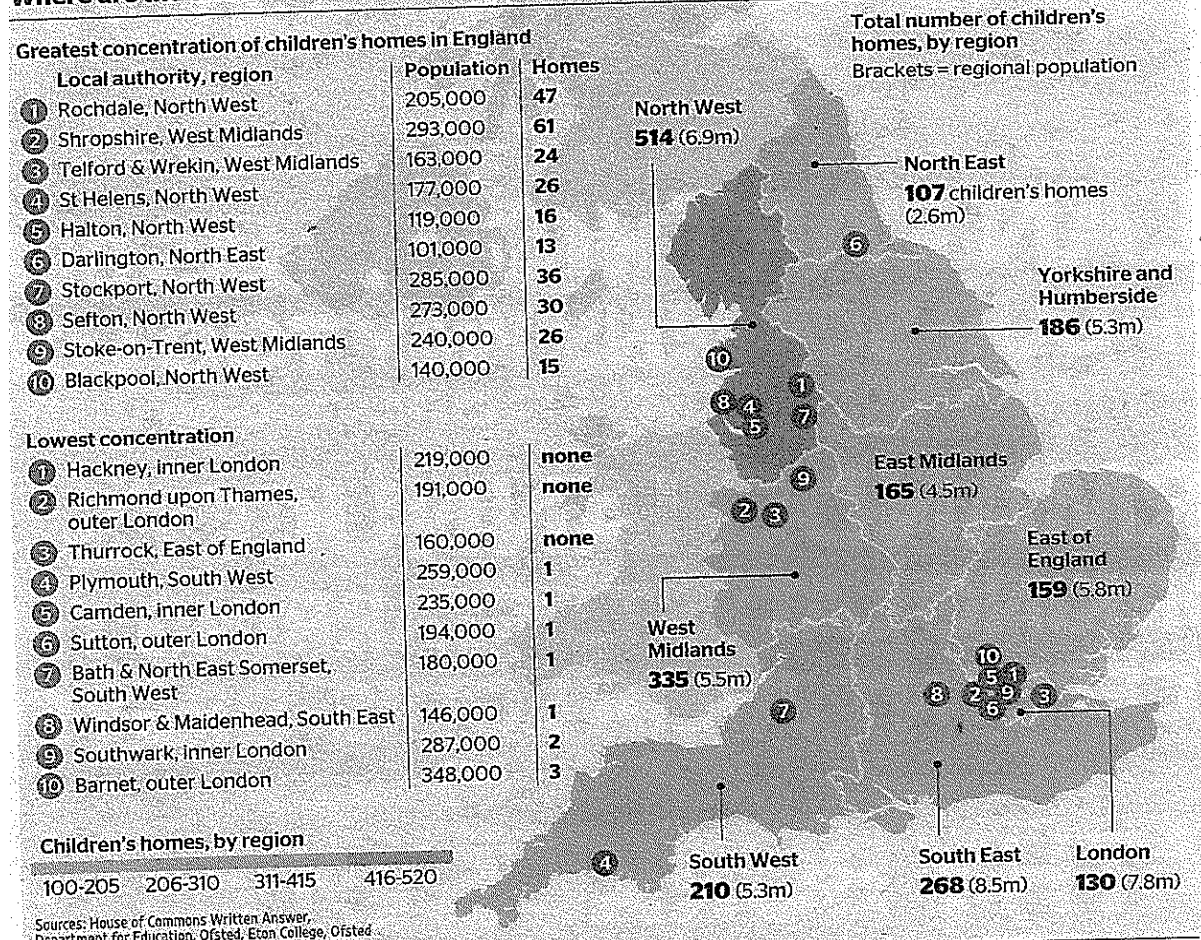
- That the cost of internal care reported on the Children in Care Performance Dashboard is a true cost i.e. it includes the cost of the carers' fees and allowances, the Family Placement social worker and other associated costs.**
- That each element is shown separately so there is transparency in how the figures are calculated and confidence that they are accurate.**

## Responsibility for children placed by other authorities in Telford & Wrekin

### What we learnt

The Council has no statutory duties for children placed in children's homes in Telford & Wrekin by other authorities. Nonetheless, there are children living and at school in the borough and members and wider society must share a sense of responsibility for these young people. There are 24 private children's homes in the borough. An article by Andrew Norfolk in The Times on 2<sup>nd</sup> July 2012 which is shown below reported the authorities with the highest and lowest concentration of children's homes per head of population – with Telford & Wrekin having the third highest concentration after Rochdale and Shropshire.

### Where are the children in care?



As of 10<sup>th</sup> May 2013, there were 145 children on the Council's record of children placed in the borough by other authorities. The accuracy of the record depends on the notification arrangements of the placing authority and there have been instances of children coming through the out of hours service or police missing person notifications that the Council had not been notified about.

We were fortunate to have Detective Inspector Philip Shakesheff, force lead for Missing Persons, West Mercia Police attending one of our meetings to discuss the issues and responsibilities for the Police in relation to missing children in care.

Children in care are three times more likely to go missing than other children. There are around 327,000 missing person reports nationally each year. It was estimated that around two thirds of missing people were not reported. In the in the West Mercia Police area there were around 6,500 missing person reports.

In Telford & Wrekin in 2012 there had been:

- 1446 missing persons reports
- 408 of these were missing children reports covering 178 individual children (the same children had been reported missing between 2 - 51 times).
- 208 were for missing reports for children in care covering 66 individual children. The number represented a small number of children who go missing often
- The number of repeat reports in Telford & Wrekin was between 7 and 51 and this was split between children placed by Telford & Wrekin and children placed by other authorities.
- Of the top 10 highest reporting premises in Telford & Wrekin, there were 9 and 30 reports in 2012. Work with homes was showing success – for example the top reporting home (30 reports) had made over 220 reports in the previous year.
- Performance data for 2012/13 (projected from actual to date) compared to 2011/12 showed a reduction in the rate of repeat missing reports (156 fewer repeats) and a reduction in the number of missing children in care reports. reports between 2011 and 2012.
- The majority of children who go missing are aged 13-16 and there are a whole range of reasons for them to go missing – only a very small minority is due to sexual exploitation.

DI Shakesheff highlighted the effectiveness of partnership working and joint strategies to reduce the number and repeat episodes of missing children reports as evidenced in the data and Members were pleased to hear that from the Police's point of view Telford & Wrekin Council is leading the way regionally on missing persons' strategies and in particular the development of the missing person's protocol.

The key point is that the police **need to know where children are to keep them safe**. Local authorities have a duty to notify another authority when they place a child in their area, but there is no similar duty to notify the local Police. A provider conference had been held in Shropshire and all 62 children's care home providers had attended. This had identified 40 children that the Police had not previously been aware of. Providers had responded positively and instigated further work with the police and productive on going relationships had been established.

## **Our recommendations**

### **6. Care of children placed in Telford & Wrekin by other authorities**

- Members heard from the West Mercia Police Force Lead for Missing Persons that Telford & Wrekin is ahead of the game regionally on reduction strategies.

- Neither the placing authority, nor the care home, has a statutory duty to notify the police when a child moves into the home.
- At a conference of children's home providers in Shropshire, 40 children were identified that the police had not previously known about. A similar event has not taken place in Telford & Wrekin.

The Committee **recommends:**

- a. That the Council works with the Police to accurately identify the location of all the external children's homes in Telford & Wrekin.**
- b. The Council organises a provider conference - similar to the one held by Shropshire Council - within the next 12 months. This would encourage co-operation between police and providers, and the Council should give all providers information about support services they could access to help the children in their care.**

## Final remarks

**Overall members feel that the direction of travel is good but that there is still much to be done.** The authority has some key strengths which are highlighted in this report but there are areas where the journey is just starting and the impact of planned activity remains to be seen. Actions in the Improvement Plan to address Ofsted's recommendations and the implementation of the Cost Improvement Plan are key areas which the Children & Young People and Budget & Finance Scrutiny Committees will continue to monitor closely. Our review highlighted some specific areas of concern and we have made recommendations aimed to address these.

The Ofsted report on the Council's fostering service coincided with the conclusion of our work and although the Committee will be reviewing the findings and action plan, these are not within the scope of this review.

As part of the review, Andrew Mason Chair of the Telford & Wrekin Safeguarding Children Board attended some of our meetings including giving a presentation about the Board and its work. This has strengthened the relationship between the Board and Scrutiny, and this is something that will be developed in the future.

Last, but by no means least, we would like to acknowledge the dedication and hard work of all the officers we met during the course of the review, and in particular the contribution of the Assistant Director of Children's Safeguarding for her leadership in developing the Council's safeguarding service and for all her time and help in contributing to this review.

## **Members of the Committee**

Cllr. Mike Ion (Chair)

Cllr. Stephen Burrell

Cllr. Gill Green

Cllr. Jayne Greenaway

Cllr. Jackie Loveridge

Cllr. Alan Mackenzie

Cllr. Malcolm Smith

Cllr. Chris Turley

Co-opted members:

Dr. Shaukat Ali –HE representative

Austin Atkinson – Catholic Diocesan representative

Roger Aveley – Town & Parish Council representative

Sue Harris – Primary Head Teacher

Emma Ofori – Secondary Parent Governor representative

Stephen Rayner – Anglican Diocesan representative

Mel Ward – Primary Parent Governor representative

## **Scrutiny Officer**

Stephanie Jones

## **Acknowledgements**

We are indebted to the following people who took the time to talk to the Committee:

- Foster Carers
- Advanced Practitioner for the Family Placement team, Children in Care team and EDT
- Independent Reviewing Officer
- Social Worker, Children & Family Services
- Cllr. Paul Watling, Cabinet Member Children, Young People & Families
- Detective Inspector Philip Shakesheff, Force Lead Missing Children, West Mercia Police
- Andrew Mason, Chair Telford & Wrekin Safeguarding Children Board
- Laura Johnston, Director Children & Family Services
- Karen Perry, Assistant Director Children's Safeguarding
- Clive Jones, Assistant Director Family & Cohesion Services
- Jim Collins, Assistant Director Education & Skills
- Vivian McKay, Group Manager Commissioning, Procurement & Brokerage (CYP)
- Maria White, Service Delivery Manager Child Protection & Assessment
- Steve Hosking, Cohesion Group Manager
- Angela Yapp, Service Delivery Manager Fostering and Children in Care

## **Evidence considered**

The Committee considered a range of written and verbal reports including:

- Verbal evidence from questioning witnesses as recorded in the minutes of meetings.
- Ofsted report on the inspection of Safeguarding and Looked After Children Services
- Children's Services improvement Plan (response to Ofsted recommendations)
- Children in Care Commissioning Strategy and Sufficiency Duty
- Quality Assurance Arrangements for residential care providers
- Children in Care Monthly Performance Dashboard (July 2012 – February 2013)
- Education performance for children in care KS2 and KS4 compared to Telford & Wrekin and national averages 2007/08 – 2011/12
- Presentation on Telford & Wrekin Safeguarding Children Board

- Missing Children Processes for Telford & Wrekin (Protocol)
- Presentation from West Mercia Police on missing children in Telford & Wrekin
- Report on the Recruitment of Foster Carers for Telford & Wrekin
- Safeguarding / Early Help Cost Improvement Plan
- Cost options for internal residential care home provision
- Article by Andrew Norfolk, The Times, 2<sup>nd</sup> July 2012
- Care Placement Procedure flowchart
- Number of providers on residential framework by Tier
- Value for Money in children in care commissioning and an analysis of savings made through the regional framework contracts for residential and agency foster care
- NAIRO protocol for management of Independent Reviewing Officers
- DCSF IRO Handbook
- Cabinet report on the Use of Jigsaw Houses

Report prepared on behalf of the Committee by Stephanie Jones, Scrutiny Officer, telephone 01952 383114.

**TELFORD & WREKIN COUNCIL**

**CABINET - 27 JUNE 2013**

**RESPONSE TO SCRUTINY REPORT – CHILDREN IN CARE PLACEMENT STRATEGY**

**REPORT OF CABINET MEMBER FOR CHILDREN, YOUNG PEOPLE AND FAMILIES**

**PART A) – SUMMARY REPORT**

**1. SUMMARY OF MAIN PROPOSALS**

1.1 That the Council carries out a number of activities to improve value for money and the quality

of the service provided for Children in care in the following areas:

- a) Members' responsibilities as Corporate Parents
- b) Quality Assurance of Systems and Processes
- c) The Role and Independence of the Independent Reviewing Officers
- d) West Midlands Framework Contracts for Residential and Agency Foster Care and the Jigsaw contract
- e) Financial Management and Reporting (the Dashboard)
- f) Care of children placed in Telford & Wrekin by other authorities

**2. RECOMMENDATIONS**

2.1 That the recommendations made by the Children and Young People Scrutiny Committee are noted, and the response set out in paragraph 3.2 and Appendix 1 of the report be approved;

2.2 That Cabinet delegate authority to the Director of Children and Families Services, following consultation with Lead Cabinet Member: Children, Young People & Families, to implement the proposals made as a result of the review of the children in care placement strategy.

**SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Objective(s)?	
	Yes	Put our children and young people first Protect and support vulnerable children and adults
	Will the proposals impact on specific groups of people?	
	Yes	Children in Care and their families
<b>TARGET COMPLETION/DELIVERY DATE</b>	During the course of 2013-14, detail as per appendix 1	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	The total 2013/14 budget for Children in Care including Residential Care, Foster Care and Special Guardianship arrangements is £10m, within a total Safeguarding budget of £18.6m. This budget has been arrived at taking into account the commitments to Children in Care known at the time the budget was constructed as

		<p>part of the Action Plan. The budget includes the proposed cost reductions expected as a result of the tendering of the Jigsaw Care contract and reducing the number of children in a residential setting. The total budget for Safeguarding for 2013/14 has also been reworked to reflect the expected reductions in the number of agency staff. The Safeguarding budget for 2013/14 has been grown by £600k from 2012/13 as part of the budget strategy. The budget has then been reduced in accordance with the expected results of implementing the action plan with savings of £2.2m being applied as a result of reducing the number of children in residential care and reductions in the use of agency staff. A contingency of £950k is in place, intended to cover estimated cost of any turnover in Children in Care placements during 2013/14. Very early forecasts suggest the actions being taken are having the desired impact of reducing costs, but that the contingency will be required in full. The report from IEWM has been considered and recommendations, where they can be usefully adopted to improve financial reporting, are being implemented for inclusion in future "Dashboard" reports.</p>
<p><b>LEGAL ISSUES</b></p>	<p>Yes</p>	<p>In relation to the Children &amp; Young People Scrutiny Committee Recommendations :</p> <p>The statutory duties of Local Authorities in respect of children looked after by them are set out in Part 3 of the Children Act 1989 [CA 1989] ,and further underpinned by Regulations and Statutory Guidance issued under Section 7 of the Local Authority Social Services Act 1970.</p> <p>Section 22C CA 1989 covers the ways in which looked after children are to be accommodated and maintained.</p> <p>Sections 25A to 25C CA 1989 cover the role and functions of the Independent Reviewing Officer [IRO]</p> <p>Section 26 CA 1989 covers the requirement to keep a child's care plan under review.</p> <p>The appointment of an Independent Reviewing Officer (IRO) is a legal requirement. In March 2010 the Government issued new statutory guidance for local authorities and independent reviewing officers on care planning and reviewing arrangements for looked after children, including The IRO Handbook <i>recommendations 2 &amp; 3</i></p> <p>This was part of a suite of statutory guidance which, with the Care Planning, Placement and Case Review (England) Regulations 2010 ('the Regulations') which came into force on 1<sup>st</sup> April 2011 and set out how local authorities should carry out their responsibilities for care planning, placement and review for looked after children</p>

[*recommendations 2 ,3 & 4*]

Regulation 11 of the 2010 Regulations requires a placing authority to notify a local area authority before a child is placed out of area, other than with a connected person or an approved local authority foster parent. [*recommendation 6*]

The Children Act 1989: Care Planning, Placement, Case Review - Volume 2 provides statutory guidance upon the Part 3 CA 1989 functions [*recommendation 2*]

Section 22G C A 1989 requires local authorities to take steps to secure, so far as reasonably practicable, sufficient accommodation within the authority's area to meet the needs of its looked after children for those children whose needs would be best met by a local placement and there is statutory guidance on securing sufficient accommodation for looked after children.[*recommendation 4*]

In relation to Fostering , the Fostering Services (England) Regulations 2011 were in force from 1 April 2011 and the Children Act 1989 Guidance and Regulations Volume 4 Fostering Services is the relevant statutory guidance. There are also national minimum standards (NMS) which apply to local authority fostering services, independent fostering agencies and voluntary organisations. The NMS are issued for use by Ofsted and are taken into account in the inspection of fostering services [*recommendations 2 & 4*]

In relation to children's homes ,The Children's Homes Regulations 2001 were amended by the Children's Homes (Amendment) Regulations 2011 Revised regulations, statutory guidance and National Minimum Standards (NMS) set out how children's homes are expected to fulfill their statutory responsibilities. Volume 5: Children's Homes is the statutory guidance upon Children's Homes Regulations 2001 (as amended) and came into force in April 2011 [*recommendations 2,4 & 6*]

Revised Statutory Guidance upon the roles and responsibilities of the Director of Children's Services and the Lead Member for Children's Services for local authorities was published by the Department for Education in March 2013 [*recommendation 1*]

All work undertaken by the Local Authority in relation to procurement and contracting needs to be in accordance with the requirements of the Council's Constitution and in particular Article 14, Section 6 : Financial Regulations and Section 7: Contract Procedure Rules.

It is noted that Cabinet received a report , including legal comment , in respect of the Jigsaw contract and re-tender on 31 January 2013

		[ <i>recommendation 4</i> ]
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	Yes	Opportunity to improve the quality of care not only for Telford and Wrekin children in care but also for those placed here by other local authorities
<b>IMPACT ON SPECIFIC WARDS</b>	No	Children in Care originate from all parts of the borough.

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

### **3. INFORMATION**

#### **3.1 Background**

3.1.1 The Children and Young People Scrutiny Committee commenced a review of the Children's

Placement Strategy in September 2012. In particular the Committee focused on:

- Whether current policies, procedures and practices keep children and young people in the Council's care safe
- If Council's strategy and processes for care placements offer the best value for money and
- What responsibility, if any, does the Council have for children placed in care in the borough by other local authorities

#### **3.2 Response to recommendations of the scrutiny report about the children in care placement strategy**

3.2.1 Members of the Scrutiny Committee agreed a number of recommendations under the six themes listed below. The action which has or will be taken in response to the recommendations relating to themes is summarised below and detailed in Appendix 1. All recommendations were wholly or partly accepted.

<b>Scrutiny Recommendation</b>	<b>Response and summary of action being taken to implement, or reason for rejection</b>
<b>1. Members' responsibility as Corporate Parents</b>	Accepted
<b>2. Quality Assurance of Systems and Processes</b>	
a) That the system for recording and monitoring visits and outcomes is reviewed, and a new framework developed which is more robust but simpler to use and more effective for monitoring the progress of the children and young people.	Accepted
b) The Council should review its current systems for reporting on the arrangements to complete statutory return interviews for young runaways and bring forward a report to the Children & Young People Scrutiny Committee within 6 months of the publication of this report.	Accepted

<p><i>There must be simple measures, consistently applied, to monitor how children are progressing.</i></p>	<p>Accepted in principle</p>
<p><b>3. The Role and Independence of the Independent Reviewing Officers</b></p> <p>a) That the current review of the IRO service should consider the management arrangements and the option of moving the service into the Scrutiny Team, consistent with scrutiny's role in providing objective review and challenge.</p> <p>b) That the Independent Reviewing Officer Annual Report is presented at a joint meeting of the Scrutiny Committee and the LSCB as a matter of routine, with an interim 6 monthly report provided to the Scrutiny Committee. This should include information about the outcomes of quality assurance audits in relation to the organisation, conduct and recording of reviews.</p>	<p>Partially Accepted.</p> <p>Accepted</p>
<p><b>4. West Midlands Framework Contracts for Residential and Agency Foster Care and the Jigsaw contract</b></p> <p>a) That the rationale for the number of providers on the framework contracts is reviewed to establish whether more favourable contracts could be negotiated by working with a smaller number of quality providers when the contracts are re-tendered.</p> <p>b) Within 6 months of the Jigsaw contract being awarded and started, officer's report to the CYP Scrutiny Committee on how it is delivering better outcomes for children in care and offering better value for money.</p> <p>c) That there is an officer at the Council responsible for proactively monitoring Ofsted and other agency inspection reports of providers used by the Council to help build intelligence which can inform future placement decisions.</p>	<p>Partially Accepted</p> <p>Accepted</p> <p>Accepted</p>
<p><b>5. Financial Management and Reporting (the Dashboard)</b></p> <p>a) That the cost of internal care reported on the Children in Care Performance Dashboard is a true cost i.e. it includes the cost of the carers' fees and allowances, the Family Placement social worker and other associated costs.</p> <p>b) That each element is shown separately so there is transparency in how the figures are calculated and confidence</p>	<p>Accepted</p> <p>Partially Accepted</p>

that they are accurate.	
<b>6. Care of children placed by other authorities in Telford and Wrekin</b>	Accepted

4 **IMPACT ASSESSMENT ADDITIONAL INFORMATION**  
None

5 **BACKGROUND PAPERS**  
None

Report prepared by Karen Perry, Assistant Director: Children's Safeguarding 85652

## Appendix 1 - Cabinet Response to Scrutiny Report

<b>Scrutiny Committee: Children &amp; Young People</b>  <b>Report: Children in Care Placement Strategy</b>  <b>Lead Scrutiny Member: Cllr. Mike Ion</b> <b>Lead Scrutiny Officer: Stephanie Jones</b>		<b>Cabinet Member: Cllr. Paul Watling</b>  <b>Response prepared by (Karen Perry AD Safeguarding Children):</b>  <b>Date of Cabinet meeting: 27<sup>th</sup> June 2013</b>	
Scrutiny Recommendation	Response and summary of action being taken to implement, or reason for rejection	Date by which action will be taken	Person responsible for action (name and title)
<b>1. Members' responsibility as Corporate Parents</b>  That the Council holds regular briefings (annual or biannual) for all elected members on their responsibilities as Corporate Parents <b>and that Councillors' attendance or non-attendance at these briefings is published on the Council's website on an annual basis.</b>	Accepted.  In March the Cross Party Corporate Parenting Group agreed an approach to corporate parenting training for members which recognises the need for training/briefing according to roles. It is hoped that all members will access the basic awareness training which will, in due course, be delivered via e-learning. The first basic awareness briefing was held on March 25 <sup>th</sup> 2013.	March 2013 and ongoing	Karen Perry AD Children's Safeguarding
<b>2. Quality Assurance of Systems and Processes</b>  a) That the system for recording and monitoring visits and outcomes is reviewed, and a new framework developed which is more robust but simpler to use and more effective for monitoring the progress of the children and young people.	Accepted  New template for recording visits is being piloted, and the findings will be used to improve implementation  Red Amber Green (RAG) system for rating care plans by Independent Reviewing Officers (IRO's) to be reviewed.	June 2013  June 2013	Karen Perry AD Children's Safeguarding  Jo Britton Service Delivery Manager Safeguarding Advisory Service

<p>b) The Council should review its current systems for reporting on the arrangements to complete statutory return interviews for young runaways and bring forward a report to the Children &amp; Young People Scrutiny Committee within 6 months of the publication of this report.</p> <p><i>There must be simple measures, consistently applied, to monitor how children are progressing.</i></p> <ul style="list-style-type: none"> <li>• <i>Members suggest a category based system (health, PEP, statutory visits, contact, provision, etc.) with a RAG rating and comment for each category, a section for additional information and with automatic prompts to flag up where action is required. There should be a parallel RAG rated self-assessment system for foster carers and children in care which can be cross-referenced with the social worker's assessment to flag up any areas of mismatch. The reporting mechanism must be simple so that reports can easily be pulled off, cross-referenced and tracked. High level data can be shared with partners.</i></li> <li>• <i>There must be systematic and regular Quality Assurance of care plans. This could be a regular spot-audit of a random sample of plans. Plans should be checked for compliance with statutory visits and to review of social worker visit records to check that issues raised are</i></li> </ul>	<p>Accepted</p> <p>A Missing Persons Sub Group working to the West Mercia Protocol for Missing has developed a new pathway for responding to missing person incidents. This was implemented in March 2013. The new pathway uses the responses from an interview with the young person to determine the intervention required. Latest performance information shows improvement against a number of key indicators. We will continue to review progress against key indicators to ensure that we see a continued improvement in outcomes for children and young people.</p> <p>Accepted in principle</p> <p>The proposal as described by members is desirable but ambitious. Small working group to be established to consider how to build further on recently developed arrangements in the CIC team to monitor progress of CIC, including consideration of what is effective in other local authorities .</p> <p>Accepted</p> <p>Care Plans are considered as part of the monthly safeguarding audit conducted by managers and as part of the RAG rating by IROs</p>	<p>March 2013</p> <p>June- September 2013</p> <p>April and ongoing</p>	<p>Jas Bedesha Service Delivery Manager Cohesion</p> <p>Service Delivery Manager Children in Care and Family Placement (Angela Yapp)</p> <p>Karen Perry AD Children's Safeguarding</p>
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<p><i>being acted on and outcomes are improving. Advanced Practitioners should also observe newer qualified social worker visits.</i></p> <ul style="list-style-type: none"> <li><i>The systems and processes implemented will continue to be monitored by scrutiny.</i></li> </ul>	<p>The Advance Social Work Practitioners and managers observe social workers in action and reflect with the workers on their practice.</p>	<p>Ongoing</p>	<p>Childrens Social Care Service Delivery Managers (Angela Yapp, Maria White and Diane Partridge)</p>
<p><b>3. The Role and Independence of the Independent Reviewing Officers</b></p> <p>a) That the current review of the IRO service should consider the management arrangements and the option of moving the service into the Scrutiny Team, consistent with scrutiny's role in providing objective review and challenge.</p> <p>b) That the Independent Reviewing Officer Annual Report is presented at a joint meeting of the Scrutiny Committee and the LSCB as a matter of routine, with an interim 6 monthly report provided to the Scrutiny Committee. This should include information about the outcomes of quality assurance audits in relation to the organisation, conduct and recording of reviews.</p>	<p>Partially Accepted. A better option to achieve independence of the IRO service whilst providing support from officers with a focus on children is to move reporting arrangements into Education and Skills.</p> <p>Accepted</p>	<p>Implementation 02.07.13</p> <p>From 2013-14</p>	<p>Assistant Directors Karen Perry and Jim Collins</p> <p>As above</p>
<p><b>4. West Midlands Framework Contracts for Residential and Agency Foster Care and the Jigsaw contract</b></p> <p>a) That the rationale for the number of providers on the framework contracts is reviewed to establish whether more favourable contracts could be negotiated by working with a smaller number of quality providers when the contracts are re-tendered.</p>	<p>Partially Accepted Experience prior to the current regional arrangements being put in place (which have saved over £100k p.a.) suggest that prices would be higher if we procured alone. We will review all options for procurement at the end of the current contract period. There is also a regional commissioning project to</p>	<p>Ongoing</p>	<p>Viv Mckay Service Delivery Manager Commissioning (Children and Families and Transport)</p>

<p>b) Within 6 months of the Jigsaw contract being awarded and started, officer's report to the CYP Scrutiny Committee on how it is delivering better outcomes for children in care and offering better value for money.</p> <p>c) That there is an officer at the Council responsible for proactively monitoring Ofsted and other agency inspection reports of providers used by the Council to help build intelligence which can inform future placement decisions.</p>	<p>commence shortly:</p> <p>Building on learning from existing projects the region seeks to carry out an investigation into the fair pricing of the core components and additional elements that make up children's residential and fostering care placements</p> <p>Accepted We are currently tendering for care provision on the JIGSAW sight. Early indications indicated that a significant ongoing saving will be made without compromising quality of provision.</p> <p>Accepted The Commissioning Team continually monitor quality of residential care provision, including monitoring OFSTED reports. It is our intention to ensure that all residential placements are assessed by OFSTED as good or better</p>	<p>April 13</p> <p>Ongoing</p>	<p>As above</p> <p>As above</p>
<p><b>5. Financial Management and Reporting (the Dashboard)</b></p> <p>a) That the cost of internal care reported on the Children in Care Performance Dashboard is a true cost i.e. it includes the cost of the carers' fees and allowances, the Family Placement social worker and other associated costs.</p> <p>b) That each element is shown separately so there is transparency in how the figures are calculated and confidence that they are accurate.</p>	<p>Accepted The methodology for calculation is being reviewed by IEWM "critical friend" who are reviewing the family placement service.</p> <p>Partially Accepted This level of detail to be provided to Scrutiny once to confirm the methodology and then applied as a single figure</p>	<p>June 2013</p> <p>June 2013</p>	<p>Service Delivery Manager Children in Care and Family Placement (Angela Yapp)</p> <p>As above</p>
<p><b>6. Care of children placed by other authorities</b></p>			

<p><b>in Telford and Wrekin</b></p> <p>a) That the Council works with the Police to accurately identify the location of all the external children's homes in Telford &amp; Wrekin.</p> <p>b) The Council organises a provider conference - similar to the one held by Shropshire Council - within the next 12 months. This would encourage co-operation between police and providers, and the Council should give all providers information about support services they could access to help the children in their care.</p>	<p>Accepted Information is being released direct to police from Ofsted and the local authority works closely with the police where any issues are best tackled jointly</p> <p>Accepted</p>	<p>Ongoing</p> <p>September 2013</p>	<p>as appropriate</p> <p>Viv Mckay Service Delivery Manager Commissioning (Children and Families and Transport)</p>
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**TELFORD & WREKIN COUNCIL**

**CABINET – 27 JUNE 2013  
COUNCIL – 11 JULY 2013**

**SERVICE & FINANCIAL PLANNING REPORT – 2012/13 OUTTURN AND  
2013/14 UPDATE**

**REPORT OF THE ASSISTANT DIRECTOR: FINANCE, AUDIT &  
INFORMATION GOVERNANCE (CHIEF FINANCIAL OFFICER.)**

**LEAD CABINET MEMBER – CLLR BILL McCLEMENTS**

**PART A) – SUMMARY REPORT**

**1.0 SUMMARY OF KEY ISSUES**

**1.1 2012/13 Financial Outturn**

The gross revenue budget for 2012/13 was £411m and the net budget for reporting purposes just over £126m. The revenue outturn position is within budget with a final net underspend of £0.06m (-0.04% of net budget).

Given the context of the Council having to make £19m of budget savings in 2012/13 it is a particularly positive year end position which demonstrates both strong and effective financial management and the ability of Service managers to drive out efficiencies. Within the overall position, provision has also been made to create the £2.5m one-off budget contingency for 2013/14 as approved as part of the Service & Financial Planning Strategy at Council in March 2013.

There were a number of favourable variations during the year which contributed to the overall final position being within budget. These included:

- Pro-active management of employee budgets during the year has given rise to savings totalling £2.1m relating to vacant posts, many linked to service restructures. The majority of these savings are not ongoing as restructures have contributed to the 2013/14 savings package and budgets have therefore been reduced
- A benefit of £0.9m arising from treasury management activities
- Savings arising from reduced fleet/transport costs across a number of services totalling £0.6m
- The budgeted contingency had a balance of £1.7m remaining at year end.

The main pressures experienced during 2012/13 were:

- The cost of Adult Care & Support Services - the majority of the overspend relates to the PCT's withdrawal of funding for some clients with health care needs and the cost to the Council of providing support. The cost of purchasing care packages was £5.5m overspent at year end. This was part-mitigated by one-off funding from the NHS totalling £4.7m towards the overall cost shift of £8.5m pa NHS ongoing costs against which the Council has already allocated £3m budget from its savings programme. The net shortfall of £0.8m on care packages plus other one-off funding and service underspends resulted in a small overspend of £0.014m at year end. The issue of Continuing Health Care costs is an ongoing problem and discussions are underway with the Clinical Commissioning Group about the funding position.
- The cost of Children in Care Placements – an overspend of £2.7m relating to both placements and the use of agency staff. Safeguarding and Family & Cohesion Services have a robust cost improvement plan designed to bring spend back in line with budgets. Further information is included in section 5.3
- The cost of Specialist Education – an overspend of £0.792m relating to stated provision
- Winter maintenance costs have exceeded budget by £0.324m due to the adverse weather conditions experienced. This budget has been increased by £0.15m as part of the 2013/14 budget strategy.
- Income – a shortfall of £1.7m, relating to a number of services including PIP rentals, building control fees, planning fees, licensing fees, Adult Social Care client contributions and school meals income due to historical targets which have become unrealistic in the current economic climate. A strategic review of income budgets was undertaken as part of the Service & Financial Planning process and income budgets have been adjusted to reflect a more realistic position, as appropriate, for 2013/14.

## **1.2 Capital**

Capital spend ended the year at £62.8m against an approved estimate of £79.7m which was in the main due to re-phasing into 2013/14.

## **1.3 Income Monitoring**

Council Tax (£61m), business Rates (£69m) and sales ledger income collection (£37m) were all slightly behind target for the year however this is in line with the national trend and reflect the current economic climate. The Revenues Team are trialling a number of new and innovative ways to collect debt which is being closely monitored for impact on collection rates

## **1.4 General**

The draft formal statement of accounts will be available in July as KPMG begin the external audit and will also be available for public inspection for 20 working days from 1 July.

**1.5** Summaries of the outturn on revenue and capital along with major variations are shown as appendices.

**1.6** **2013/14 Update**

The Council faces a very challenging year in 2013/14 and a number of key issues are already highlighted in this first high level review of the budget position. Once the final accounts are completed more detailed new year monitoring will take place and a further, more detailed, report will be brought to a future meeting of the Cabinet with an updated position.

**2.0** **RECOMMENDATIONS**

**2.1** In relation to the 2012/13 Financial Outturn, Members are asked to approve the following recommendations which will go forward to Full Council for approval:

- (i)** The Revenue outturn position and related virements in Appendix 3 for 2012/13 which is subject to audit by the Council's external auditors; also, the transfer to reserves detailed in 6.4.
- (ii)** Approve the Capital outturn position and related supplementary estimates, virements and re-phasing shown in Appendix 4 as summarised in the report.
- (iii)** Note performance against income targets
- (iv)** Note the initial pressure areas identified for 2013/14

**3.0** **SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	Delivery of all priority objectives depend on the effective use of available resources. Financial management ensures best use of resources.
<b>TARGET COMPLETION/DELIVERY DATE</b>	Outturn forms the basis of the formal statement of accounts which are audited during July and will be published by the end of September.	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	The financial impacts are detailed throughout the report.
<b>LEGAL ISSUES</b>	No	None directly arising from this report.

		The S151 Officer has a statutory duty to monitor income and expenditure and take action if overspends /shortfalls emerge. There is a requirement to publish the Statement of Accounts by the end of September.
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	No	
<b>IMPACT ON SPECIFIC WARDS</b>	No	Borough Wide

#### **4.0 PREVIOUS MINUTES**

01/03/12 – Full Council, Service & Financial Planning Strategy  
26/07/12 – Cabinet, Financial Monitoring Report  
13/09/12 – Full Council, Financial Monitoring Report  
18/10/12 – Cabinet, Financial Monitoring Report  
22/11/12 – Full Council, Financial Monitoring Report  
10/01/13 – Cabinet, Financial Monitoring Report  
24/01/13 – Full Council, Financial Monitoring Report  
10/01/13 – Cabinet, Financial Monitoring Report  
24/01/13 – Full Council, Financial Monitoring Report  
28/02/13 – Cabinet, Financial Monitoring Report

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

#### **5.0 2012/13 REVENUE BUDGET**

5.1 The Council had a gross revenue budget of £411m for 2012/13 and the final net revenue outturn position is as follows (a summary is provided in Appendix I):

	£m
Net Budget	126.254
Net Expenditure	126.199
Net Underspend	-0.055
Percentage Net Variance	-0.04

5.2 Variations by Service Delivery Unit are summarised below and further detail is provided in Appendix 2.

Service Area	Budget	Outturn	Variance
	£	£	£
Childrens Safeguarding	18,000,059	21,145,269	3,145,210
Education & Skills	8,449,424	7,868,340	(581,084)
Family & Cohesion Services	14,538,439	13,429,935	(1,108,504)
Customer & People Services	4,374,520	4,656,410	281,890
Neighbourhood & Leisure Services	26,261,974	26,479,089	217,115
Development, Business & Housing	(266,219)	(397,584)	(131,365)
Care & Support	42,616,720	42,630,617	13,897
Law, Democracy & Public Protection	2,341,530	2,177,249	(164,281)
Finance, Audit & Information Governance	0	(411,196)	(411,196)
Treasury	10,374,700	9,451,102	(923,598)
Cooperative Council	1,476,020	1,198,019	(278,001)
Council Wide	4,210,890	3,948,927	(261,963)
Central Provision	2,820,189	1,073,065	(1,747,124)
AMRA & Other Council Wide Items	(8,943,846)	(10,400,752)	(1,456,906)
<b>Total Variation</b>	<b>126,254,400</b>	<b>122,848,490</b>	<b>(3,405,910)</b>
Required for 2013/14 budget contingency- Approved at Full Council in March 2013		2,500,000	2,500,000
Transfer to Budget Strategy Reserve		850,387	850,387
<b>Year End Position</b>	<b>126,254,400</b>	<b>126,198,877</b>	<b>(55,523)</b>

Note: the above figures include both service and corporate variances (such as NNDR discretionary relief) - the detailed analysis is shown in Appendix 2. The figures are also before asset rentals, pensions accounting entries (as required by International Accounting Standard 19) and impairment costs which will be finalised for the production of the Statement of Accounts – these are technical accounting entries which are reversed out in the Income & Expenditure Account and do not impact on the overall outturn position shown above but which are required by accounting regulations that the Council must comply with.

5.3 Variances over £0.100m are highlighted below.

Service Delivery Unit	Variance £m
<b><u>Children's Safeguarding</u></b>	
<b>Children in Care</b> – overspend; reflects 321 CiC at 31 March 2013 (302 at 31 March 2012).	+2.101
<b>Supported Placements/Special Guardianship and Residence Orders</b>	+0.114
<b>Child Protection and Assessment Staffing</b> – overspend arising from the use of agency staff employed to cover vacancies.	+0.559

<p><b>Support for Children in Need and Assessments</b>– costs for support for children in need and specific assessment requests.</p>	+0.182
<p><b>Legal Costs</b> – the costs associated with court proceedings</p> <p>Safeguarding and Family and Cohesion services have a robust cost improvement plan in place which is beginning to show impact and should come through fully in 2013-14 to bring spend back down to budget (including achieving savings target). This includes a reduction of Agency staff from 14 in Sept 2012 to 8.5 at the end of March, and a stabilising of the numbers of children in care after the rise last autumn, with some planned endings of high cost placements at the end of the financial year. Legal costs budget has been reset at a realistic level taking into account the costs and numbers of care proceedings. Applications for care proceedings have stayed at a consistent level since the rise seen nationally after Baby P in 2008</p>	+0.124
<p><b><u>Education &amp; Skills</u></b></p> <p><b>Employees</b> –impact from the restructure and vacancies.</p> <p><b>Education Business Partnership/Lifelong Learning &amp; Skills</b> – loss of grant funding</p> <p><b>Transport</b> – reduced costs due to efficiencies and demographic changes relating to Home to School Transport</p>	<p>-0.193</p> <p>+0.296</p> <p>-0.375</p>
<p><b><u>Family &amp; Cohesion Services</u></b></p> <p><b>Children &amp; Families Location Services</b> – mainly staff savings</p> <p><b>Early Intervention</b> – Teenage pregnancy; staff savings and changes in the level of service</p> <p><b>Transport</b> –savings on Home to School Transport costs</p> <p><b>Youth &amp; Community</b> – additional income and other operational savings</p>	<p>-0.370</p> <p>-0.106</p> <p>-0.240</p> <p>-0.115</p>
<p><b><u>Care &amp; Support</u></b></p> <p><b>Purchasing budgets</b> – cumulative impact of the NHS cost shift resulting from the Continuing Health Care eligibility review carried out by the PCT since 2009 which has transferred £8.5m costs onto the Council. The Council has already funded £3m of this ongoing from savings to other</p>	+5.500

services hence the net ongoing variation of £5.5m.	
<b>NHS/PCT Funding</b> –one off funding only, from the PCT in relation to the shift of ongoing costs for clients previously established to have a Primary Health Need (CHC clients)	-2.700
<b>Other NHS Funding</b> - funds passed to the PCT by the Department of Health to support Social Care in Local Authorities. These should be used for service improvements or to offset the impact on Adult Care of overall direct Government funding cuts to local government, but are having to be used to offset the impact of the PCT's own savings exercise which switches CHC costs onto the Council as well as local people who are 'self funders'.	-2.030
<b>Purchasing</b> – reduction in Homecare costs across all client groups	-0.458
<b>Income</b> – shortfall of client contributions from all client groups.	+0.147
<b>Employee Costs</b> – underspend arising from vacant posts and part year appointments, mainly in the Commissioning and Substance Misuse Teams.	-0.232
<b>Care Leavers</b> – overspend relating to the cost of supporting 16-18 year olds as they leave care.	+0.703
<b>Supporting People</b> – delay in achievement of saving	+0.246
<b>One off Funding</b> – identified following a detailed review of available funds	-1.256
<b><u>Neighbourhood &amp; Leisure Services</u></b>	
<b>Winter maintenance</b> costs in excess of budget	+0.324
<b>Highways Maintenance</b> – additional highways maintenance works	+0.295
<b>Engineers</b> – shortfall in fee income	+0.129
<b>Public Realm</b> – a range of underspends on operational budgets following management action.	-0.370
<b>Highways</b> – street lighting and energy costs	-0.121

<b><u>Development, Business &amp; Housing</u></b>	
<b>PIP Rental Income</b> – shortfall due to unrealistic income target in current economic climate	+0.228
<b>Building Control &amp; Planning Fees</b> – shortfall due to downturn in the economy and historic unrealistic income target	+0.310
<b>Planning</b> – employee savings arising from vacancy management during restructure process.	-0.130
<b>Business Support</b> – one-off underspends due to vacancies.	-0.193
<b>Property &amp; Design</b> – underspends relating to premises (property rationalisation savings) and supplies and services	-0.255
<b>Employees</b> – including restructure savings and vacancy management savings	-0.293
<b><u>Customer &amp; People Services</u></b>	
<b>ICT</b> – overspend relating mainly to increased costs associated with maintenance contracts and the increase in numbers of staff using ICT and needing licences.	+0.346
<b>ICT</b> – shortfall of printing income due to reduced printing volumes resulting in savings being made in local service budgets	+0.131
<b>ICT</b> – capitalisation of ICT revenue spend to support revenue position	-0.307
<b>Education catering client account</b> – shortfall against free school meals income due to reduced take up.	+0.187
<b>School Meals</b> – primary school catering - shortfall in meals income due to reduced take up reflective of the economic climate	+0.106
<b>People Services</b> – staff savings arising from vacant posts and restructure	-0.219
<b>NNDR Discretionary Relief</b> – corporate variance - cost of discretionary reliefs granted (non controllable)	+0.109
<b>Court Fee Income</b> – corporate variance - shortfall against income target (non controllable)	+0.120

<b><u>Law, Democracy &amp; Public Protection</u></b>	
<b>Land Charges Income</b> – additional search fees income	-0.146
<b>Licensing Income</b> – shortfall arising mainly from taxi licensing	+0.125
<b><u>Treasury Management</u></b>	
Benefit of active treasury management seeking to maximise benefits from low interest rates and lower borrowing than anticipated.	-0.923
<b><u>Housing &amp; Council Tax Benefit Subsidy</u></b>	
Benefit arising from reduced audit fee and council tax benefit overpayment recovery	-0.367
<b><u>Budgeted Contingency</u></b>	
Balance of budget contingency remaining at year end.	-1.747

## **6.0 RESERVES & BALANCES**

- 6.1 The main General and Special Fund balances are £3.121m at 31<sup>st</sup> March 2013. Subsequent to closedown a full risk based evaluation of all balances will be undertaken to determine an updated view of balances available for the budget strategy.
- 6.2 The position on the main General and Special Fund Balances is:

	£m
Balances at 1 <sup>st</sup> April 2012	<b>3.686</b>
Budgeted use of Balances	-1.390
Contribution to General Fund Balances i.e. 12/13 underspend	0.055
Transfers from other Balances	0.770
<b>Balances at 31<sup>st</sup> March 2013</b>	<b>3.121*</b>
*£250k committed to freedoms and flexibilities within Leisure	

The 2012/13 budget included projected use of £1.390m of balances; the actual use of balances was £1.335m which is lower due to in-year work to reduce spend and minimise use of the budget contingency through earlier delivery of savings and other management action. During the year all reserves and balances were reviewed resulting in £0.77m of reserves from reserves that are no longer required being

transferred in to General Fund balances (N.B. as part of the risk assessment of balances these had already been identified as usable balances for budget strategy purposes).

The General/Special Fund balance forms part of the Council's overall reserves and balances.

6.3 As agreed at Full Council in March 2013, £2.500m funds have been carried forward to create a one-off contingency for 2013/14 as part of the 2013/14 Service & Financial Planning Strategy.

6.4 It is proposed that £1m is transferred from the Budget Strategy Reserve to the Severance Fund. We have also received notification that part of the proceeds from the sale of the Council's interest in the West Mercia Supplies catalogue business, £0.850m, may be treated as a revenue item and it is proposed that this is transferred into the Budget Strategy Reserve.

## **7.0 2012/13 CAPITAL PROGRAMME**

7.1 The capital programme for 2012/13 was £79.6m; spend at year end was £62.7m giving a year end variation of £16.9m which is summarised in the table below:

Priority	Budget	Spend		Variance
	£m	£m	%	£m
Protect and Support Our Vulnerable Children & Adults	4.012	1.932	48	-2.080
Protect and Create Jobs as a 'Business Supporting, Business Winning Council'	14.769	11.445	77	-3.324
Improve the Health and Well Being of our Communities and Address Health Inequalities	4.435	4.216	95	-0.219
Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	9.174	5.536	60	-3.638
Ensure That Neighbourhoods are Safe, Clean and Well Maintained	10.019	10.791	108	0.772
Improve Local People's Prospects through Education and Skills Training	34.904	26.161	75	-8.743
Managing the Organisation	2.357	2.703	115	0.346
<b>Total</b>	<b>79.670</b>	<b>62.784</b>	<b>79</b>	<b>-16.886</b>

7.2 The main scheme delays/re-phasing to 2012/13 are shown below with detail included in Appendix 4.

	£m
• Education & Skills - Building Schools for the Future: amendments to phasing	-7.247
• Education & Skills – Schools: various schemes most which are grant funded. Currently committed and works to commence shortly.	-0.683
• Vulnerable Children & Adults - Social Care ICT Review: All committed, delays in programme which has resulted in re-phasing	-0.447
• Vulnerable Children & Adults – Delays with Extra Care contract, full scheme designs not yet agreed due to late approval of the schemes which have resulted in rephasing.	-1.839
• Regeneration of Neighbourhoods – delays related to the scheme design phase;, ground works now almost complete.	-0.690
• Business Supporting – Town Centre Rephasing of the Programme and early receipt of income from HCA; projected to be within budget overall.	- 2.238
• Regeneration of Neighbourhoods – delays in remedial works.	-0.235
• Regeneration of Neighbourhoods – Delays in acquisition of some properties in Brookside	-0.993
• Regeneration of Neighbourhoods – delays, delays in third party supply, late remedial works and required approval at cabinet (Housing Investment went 28th March).	-1.205
• Business Supporting – Accommodation Delays in Acquisitions	-1.085

7.3 There are a number of new approvals and virements which are also detailed in Appendix 4 and require formal approval.

7.4 The funding for the capital programme in 2012/13 included £33.139m estimated income from capital receipts. The actual income received in year was lower at £26.353m – the difference was mainly due to a number of receipts delayed until 2013/14. The shortfall in 2012/13 can be accommodated within the overall capital spend slippage and consequently does not result in any additional temporary borrowing. The position for 2013/14 is covered later in this report.

## 8.0 CORPORATE INCOME MONITORING

8.1 The Council's budget includes significant income streams which are regularly monitored to ensure they are on track to achieve targets that have been set and so that remedial action can be taken at a very early stage. The three main areas are Council Tax, NNDR (business rates) and Sales Ledger. Current monitoring information relating to these is provided below. The Council pursues outstanding debt vigorously, until all possible recovery avenues have been exhausted, but also prudently provides for bad debts in its accounts.

8.2 In summary, the overall position shows collection levels outside the targets set for 2012/13

<b>INCOME COLLECTION – MARCH 2013</b>			
	<b>Actual</b>	<b>Target</b>	<b>Performance</b>
<b>Collection Levels:</b>			
Council Tax Collection	97.2%	97.8%	0.60% behind target
NNDR Collection	97.4%	98.3%	0.90% behind target
Sales Ledger Outstanding Debt	7.45%	5.50%	1.95% behind target

### 8.3 **Council Tax (£61.2m)**

The percentage of the current year liability for council tax which the authority should have received during the year, as a percentage of annual collectable debit. The measure does not take account of debt that continues to be pursued and collected after the end of the financial year in which it became due. The final collection figure for all financial years exceeds 99%.

Year end performance 2011/12	97.8%
Year End Target for 2012/13	97.8%

Performance is cumulative during the year and expressed against the complete year's debit. Performance at year end is 0.60% behind of the target set for this year and the performance at the same time last year however reflects the national trend due to the current economic climate:

Year End Target	Year End Actual	Last year Actual
97.8%	97.2%	97.8%

The collection rates have out turned at 0.6% behind target and the performance at this point last year. This equates to approx £368k in monetary terms. The collection rate follows the national trend.

#### 8.4 NNDR-Business Rates (£68.6m)

The % of business rates for 2012/13 that should have been collected during the year. This target, as for council tax, ignores our continuing collection of earlier years' liabilities.

The measure does not take into account the debt that continues to be pursued and collected after the end of the financial year in which it became due. As a general rule the final collection figure for any financial year exceeds 99%.

Year end performance 2011/12	98.3%
Year End Target for 2012/13	98.3%

Month End Target	Month End Actual	Last year Actual
98.3%	97.40%	98.3%

Collection for NDR out-turned at 0.9% behind target and performance for the previous year. This equates to approx £618k in monetary value. NDR has shown significant challenges as some businesses struggle to pay their liability. There will be significant challenge in 2013/14 for collection of NDR as 50% of all monies collected will be retained by the Council, but more focus is being applied to the collection of NDR from the start of April as 49% of business rates now come directly to the Council.

#### 8.5 Sales Ledger (£36.7m)

This includes general debt and Social Care debt. Debt below 2 months is classified as a normal credit period.

The target percent is set relating cumulative debt outstanding from all years to the current annual debit. The targets and performance of income collection for 2012/13 are as follows:

Age of debt	Annual Target %	March 2013	
		£m	%
Total	5.50	2.737	7.45%

Performance for sales ledger outstanding debt is outside target, and has remained so all year. There are still a number of large debts under dispute relating to Social Services which are in the process of being resolved with the PCT/CCG.

## **9.0 2013/14 UPDATE**

The first detailed monitoring report for 2013/14 will be considered at Cabinet in July. However, this section of the report gives an early indication of some emerging issues for the new financial year, informed where relevant, by the closedown position reported above. Inevitably, early focus is on areas of potential pressure and managers are now taking action to seek ways to minimise these pressures and to identify ways to mitigate remaining issues.

### **9.1 Revenue**

#### Care & Support -

- This budget remains under pressure with additional savings of £2.2m this year plus finding another £1.4m ongoing to cover spend (a mix of previous savings targets still being delivered and service pressures) which was covered last year by the use of one off social care funds. On top of this there is the ongoing pressure of CHC cost switching to resolve with the Clinical Commissioning Group which was offset last year by using one off NHS funds totalling £4.7m. There is an assumption of £4.4m one offs included in the base budget on the same basis following discussions with the CCG but this needs formalising with both them and the NHS England Area Team. 2012/13 outturn identified a significant overspend on transition/care leavers (£703k) which followed on from similar pressures in 2011/12. A review of this service is now starting but is unlikely to start to impact until later in the year.

#### Safeguarding

- The budget for 2013/14 for Children's Safeguarding has been amended in line with the Cost Improvement Plan and 2013/14 budget strategy. The adjusted budget reflects expected demand for Residential and Foster Care placements and then applies cost reductions associated with the actions proposed in the Plan. The objective is to reduce the expenditure in line with the base budget for 2013/14. The actions taken include reducing the number of Children in "High Cost Placements", reducing the number and cost of Agency staff currently covering vacancies and specialist placements, and some budget realignment. The cost reductions included in the Plan total £2.2m for 2013/14. However, the expected forecast costs arising from demand on the service resulted in a one off contingency budget being set aside as part of the 2013/14 budget strategy. This budget of £1.3m is held Corporately for Safeguarding, and expenditure forecasts arising from the Cost Improvement Plan identified that of this £1.3m Children's Safeguarding requires £0.93m, the remainder being earmarked for Adults.

Initial forecasts for 2013/14 suggest that the outturn expenditure will be in line with the Cost Improvement Plan model and within 2013/14 base

budget plus contingency and therefore in line with the budget strategy for 2013/14.

#### Neighbourhood and Leisure Services

- Pressure on environmental services which were supplemented by one off additional funding of £400k in 12/13. This includes additional rapid response and pot hole busting gangs. Service expectations will have to be managed to maintain costs within the available budgets
- projected income shortfalls against targets at Oakengates Theatre, currently estimated to be around £150k
- The potential impact on community leisure budgets as a result of the move of secondary schools to academies and trust status is currently being assessed.

#### Customer & People Services

- ICT – the cost of maintenance contracts relating to corporate systems and the need to increase the number of individual user licences is expected to be around £300k over budget and an ongoing challenge. The use of ICT is a key enabler of a modern and flexible workforce.
- NNDR Discretionary Relief – potentially £110k overspend. Based on overspends in the past few years, this is likely to continue to be a pressure area. Under the new Business Rates Retention Funding model the cost of granting discretionary relief is borne 50% by central government and 50% locally. A review of the policy for reliefs granted is underway.
- Court Fee Income – potentially £120k overspend against income target set although we will continue to collect this debt into the new financial year.

#### Law, Democracy and Public Protection

- Shortfall in licensing income, projected overspend around £130k
- Capacity/Staffing services in Legal, projected overspend around £100k

#### Finance, Audit & Information Governance

- Treasury – a benefit of £0.5m is estimated; despite the re-phasing of capital receipts assumptions, this may improve further as the year progresses and projections are updated.

#### Council Wide

- Education - the RSG settlement for 2011/12 and 2012/13 included a reduction in funding available for the Central Support of maintained schools in order to fund the Central support costs of academies. The formula used has changed too and local authorities who have been disadvantaged by the former mechanism will be refunded. £351k was returned to the Council in 2012/13 (for 2011/12). In 2013/14 we have an indication that £731k will be returned to the Council (for 2012/13).
- Insurance Liability - historically, Municipal Mutual Insurance Limited (MMI) provided the majority of insurance cover to Local Authorities,

including Wrekin DC and Shropshire County Council. MMI ceased trading in 1992 and the company is now in its 20th year of run-off with Zurich Municipal administering outstanding and new claims. After several years of a deteriorating solvency position and an adverse judgement in the Supreme Court, at its meeting in November the MMI Board determined that they would become insolvent and confirmed that an element of claims costs would be charged via a levy to local authorities. In April 2013, the Scheme Administrator announced that the initial rate of the levy would be 15% of the total of claims paid since 1993. Based on latest claims information, the 15% levy gives a total liability for Telford & Wrekin of £0.265m. A provision has been included in the accounts to reflect this known liability which is expected to be payable in 2013/14. There are potential future costs if the MMI situation deteriorates further.

## 9.2 **Capital**

The 2013/14 capital programme relies on £39.1m of capital receipts as part of its funding. Adjusting this for the receipts deferred from 2012/13, mentioned earlier in this report, brings the total value of receipts required in 2013/14 to £45.1m. Early monitoring indicates that around £30m of these receipts will not now be received until future years and options to bridge this short term issue are currently being investigated. The position may be alleviated once the 2013/14 capital programme is reviewed in light of the outturn position including slippage of expenditure.

## 9.3 **2013/14 Corporate Income Monitoring**

In summary, the overall position shows collection levels for council tax are ahead of target while NNDR collection and sales ledger debt is outside the target set.

<b>INCOME COLLECTION – APRIL 2013</b>			
	<b>Actual</b>	<b>Target</b>	<b>Performance</b>
<b>Collection Levels:</b>			
Council Tax Collection	10.37%	10.36 %	0.01% ahead of target
Business Rates Collection	12.92%	13.18%	0.26% behind target
Sales Ledger Outstanding Debt	7.45%	5.50%	1.95% behind target

## **Council Tax**

The targets for the forthcoming year have been provisionally set at 0.3% below last years collection rates. This is to reflect the fact that Council Tax Benefit has been abolished and replaced with Council Tax Support which has resulted in 11,000 taxpayers having to pay an increased amount of Council Tax, 8,000 of whom did not pay any Council Tax last year as they were in receipt of full benefit. At this stage it is unknown what collection rates will be for 2013/14, but it is highly likely that there will be challenges in collecting small balances from vulnerable customers. During April, double the number of Reminder Notices were issued in comparison to April 2012, which indicates the scale of non payment as a result of benefit customers

having to pay more Council Tax. The position will be monitored closely as the year progresses however new and innovative ways of collecting debt are being tried including the adoption of nudge principals along with promotions of the direct debit scheme to name just a few.

### **Business Rates**

Collection of Business Rates is of greater importance in 2013/14 as under the new Local Government Funding mechanism an element of rates collected is retained locally and directly forms part of the Council's overall funding. This transfers more risk to the Council from Central Government and it is vital that business rates income and collection is maximised. It is clearly very early in the year to project outturn, however it is concerning that collection is currently behind target and this will be closely monitored as the year progresses. This does, of course, continue the downward trend that was experienced during 2012/13 and which is being reflected across the country.

### **Sales Ledger**

Performance for sales ledger outstanding debt is outside target. There are still a number of debts under dispute relating to local NHS debts with Social Services which are being actively pursued.

## **10.0 BACKGROUND PAPERS**

2012/13 Budget Strategy and Financial Ledger reports  
2013/14 Budget Strategy

Report Prepared by:

Ken Clarke, Assistant Director: Finance, Audit & Information Governance – 01952 383100; Pauline Harris, Corporate Finance Manager – 01952 383701

## Summary of 2012/13 Variations

Service Area	Budget	Outturn	Variance	Corporate	Service	Total
	£	£	£	£	£	£
Childrens Safeguarding	18,000,059	21,145,269	3,145,210	0	3,145,210	3,145,210
Education & Skills	8,449,424	7,868,340	(581,084)	0	(581,084)	(581,084)
Family & Cohesion Services	14,538,439	13,429,935	(1,108,504)	0	(1,108,504)	(1,108,504)
Customer & People Services	4,374,520	4,656,410	281,890	163,314	118,576	281,890
Neighbourhood & Leisure Services	26,261,974	26,479,089	217,115	0	217,115	217,115
Development, Business & Housing	(266,219)	(397,584)	(131,365)	(113,049)	(18,316)	(131,365)
Care & Support	42,616,720	42,630,617	13,897	0	13,897	13,897
Law, Democracy & Public Protection	2,341,530	2,177,249	(164,281)	0	(164,281)	(164,281)
Finance, Audit & Information Governance	0	(411,196)	(411,196)	(92,427)	(318,769)	(411,196)
Treasury	10,374,700	9,451,102	(923,598)	(923,598)		(923,598)
Cooperative Council	1,476,020	1,198,019	(278,001)	7,338	(285,339)	(278,001)
Council Wide	4,210,890	3,948,927	(261,963)	(261,963)		(261,963)
Central Provision	2,820,189	1,073,065	(1,747,124)	(1,747,124)		(1,747,124)
AMRA & Other Council Wide Items	(8,943,846)	(10,400,752)	(1,456,906)	(1,456,906)		(1,456,906)
<b>Total Variation</b>	<b>126,254,400</b>	<b>122,848,490</b>	<b>(3,405,910)</b>	<b>(4,424,415)</b>	<b>1,018,505</b>	<b>(3,405,910)</b>
Required for 2013/14 budget contingency- Approved at Full Council in March 2013		2,500,000	2,500,000			2,500,000
Transfer to Budget Strategy Reserve		850,387	850,387			850,387
<b>Year End Position</b>	<b>126,254,400</b>	<b>126,198,877</b>	<b>(55,523)</b>			<b>(55,523)</b>

2012/13 Revenue Budget Variations							
Description		Budget	Outturn	Variance	Corporate	Service	Comments
		£	£	£	£	£	
<b>Safeguarding</b>							
Children in Care and Fostering	Children in Care Placements	9,813,514	11,914,080	2,100,566		2,100,566	Based on all CiC placements, including Residential and both internal and external Fostering. Children in care numbers as at 31st March 2013 were 321 (31st March 2012 – 302). The numbers appear to have plateaued since the rise in the autumn.
	Supported Placements (Special Guardianship and Residence Orders)	375,992	490,313	114,321		114,321	This overspend has resulted from growth in numbers and placement costs. As at 31st March 2013 there were 61 supported children, and the majority of the cost results from payments to Carers. These are children who have exited care to live with permanent carers who are not their parents
Child Protection & Assessment	Staffing - including agency	2,127,950	2,686,567	558,617		558,617	This overspend is based on the net cost of agency staff, taking their costs and taking off budgets for posts being covered. The cost of agency staff is offset by any vacancies that were being covered. Numbers of Agency staff have reduced from 14 in September to 8.5 at the end of March, a further downward trend is expected in 2013-14.
	Legal Costs	100,000	223,510	123,510		123,510	This overspend reflects the costs associated with court proceedings, both in-house legal fees and the use of barristers. This budget has been reset for 2013-14 to reflect actual costs which have been evident for the last few years.
	Support for Children in Need and Assessments	123,410	305,858	182,448		182,448	This overspend reflects the costs associated with specific support for children in need and specific assessment requests. The level of such costs are subject to the individual cases which present during the year.
Asset Rentals		10,260	10,260	0			
Variations under £50,000		5,448,933	5,514,681	65,748		65,748	
<b>Total Safeguarding</b>		<b>18,000,059</b>	<b>21,145,269</b>	<b>3,145,210</b>	<b>0</b>	<b>3,145,210</b>	
<b>Education &amp; Skills</b>							
Education & Skills	Premature retirement and redundancy costs	1,419,131	1,321,953	(97,178)		(97,178)	Lower costs than budgeted in these areas arising from pattern of staffing changes
Education & Skills	Staffing	1,485,556	1,292,497	(193,059)		(193,059)	Impact of vacancies etc.
Education & Skills	Traded Advisory Services	178,513	106,212	(72,301)		(72,301)	Additional income generated from services to schools
School Organisation Services	Home to School Transport	3,127,019	2,751,780	(375,239)		(375,239)	Savings from operational efficiencies and demographic change
Education Partnership/Lifelong Learning	Grant income shortfall	579,210	875,381	296,171		296,171	Impact of loss of Education Business Partnership and Lifelong Learning grant income
Asset Rentals		4,093,193	4,093,193	0		0	
Variations under £50,000		(2,433,198)	(2,572,676)	(139,478)		(139,478)	
				0		0	
<b>Total Education &amp; Skills</b>		<b>8,449,424</b>	<b>7,868,340</b>	<b>(581,084)</b>	<b>0</b>	<b>(581,084)</b>	

2012/13 Revenue Budget Variations							
Description		Budget	Outturn	Variance	Corporate	Service	Comments
		£	£	£	£	£	
<b>Family and Cohesion Services</b>							
	Shortbreaks	72,494	(13,701)	(86,195)		(86,195)	This saving has resulted from a careful review of existing commitments and levels of service.
Early Intervention	Children & Family Locality Services	(69,447)	(439,153)	(369,706)		(369,706)	Includes staffing savings on Newdale and generally across Children's and Family Locality Services
	Teenage Pregnancy	4,142	(102,052)	(106,194)		(106,194)	Reflects staffing savings and changes in level of service pending re-launch via the Health and Well Being Strategy.
Integrated Planning, Placements & Commissioning	Family Placements	301,817	238,976	(62,841)		(62,841)	This is as a result of delays in recruiting to posts following restructure
	Transport	3,696,416	3,456,336	(240,080)		(240,080)	Various underspends including BSOG fuel duty rebate, Outside Hire income, Vehicle maintenance with a number of other small underspends.
	Commissioning Children	159,413	219,193	59,780		59,780	Following the cessation of the joint commissioning arrangements during 2012/13, the PCT did not contribute income as they formerly had. There was an overall saving on joint commissioning across adults and children's service areas
Family Connect		241,880	155,873	(86,007)		(86,007)	This variation has arisen across a number of operational budget heads, the majority from staff vacancies which existed for part of the year(underspent £64k)
Family & Cohesion Services	TAMHS	(22,188)	(72,188)	(50,000)		(50,000)	Saving following restructuring. Whilst there are plans for some targeted initiatives in future years the expectation is that most of this service has been embedded within the new structures created.
Cohesion	Youth & Community Income	171,008	55,648	(115,360)		(115,360)	The budget reported of £271k is the net budget. The variance is on a gross expenditure budget of £990k. Income was generated in excess of target by £61k, and the remaining variance of £54k is the total of various expenditure variations of under £50k.
Asset Rentals		385,556	385,556	0			
Variations under £50000		9,597,348	9,545,447	(51,901)		(51,901)	
<b>Total Family and Cohesion Services</b>		<b>14,538,439</b>	<b>13,429,935</b>	<b>(1,108,504)</b>	<b>0</b>	<b>(1,108,504)</b>	
<b>Customer &amp; People's Services</b>							
ICT	Employees - ICT Gold Staffing	220,930	298,483	77,553		77,553	Increased staffing costs due to switch to provision of Gold Service to schools
ICT	Income - ICT Trading	0	(67,271)	(67,271)		(67,271)	Surplus income received from recharges for VOIP and Orange phones
ICT	Supplies & Services - ICT Corporate	1,073,760	1,419,505	345,745		345,745	Over spend in relation to system maintenance contracts
ICT	Supplies & Services - Print Room	175,520	108,925	(66,595)		(66,595)	Saving arising from revised rental charge for print room machines
ICT	Income - Print Room	(362,740)	(231,919)	130,821		130,821	Shortfall against income target due to reduced printing volumes
ICT	ICT - Capitalisation of PC's	0	(307,143)	(307,143)		(307,143)	Surplus generated from capitalisation of thick/thin client PC's
Revenues & Benefits	NNDR Discretionary Relief	60,560	170,108	109,548	109,548		Relief costs higher than budgeted
Revenues & Benefits	Court Fees income	(914,320)	(794,684)	119,636	119,636		Shortfall against court fees income
Catering	Income - Civic Offices Canteen	(94,510)	(33,167)	61,343		61,343	Shortfalls against income target following move to Addenbrooke House. This has been offset by under spends on provisions of £32.6k.
Catering	Income - Education Catering Free School Meals Account	(795,700)	(608,234)	187,466		187,466	Shortfall against budgeted free school meal funding following the loss of business from several schools in 11/12 and 12/13.
Catering	Income - Lets Cook Together	(56,000)	23,000	79,000		79,000	Shortfall in 2012/13
Catering	Primary School Catering	5,655	112,235	106,580		106,580	Shortfall in income received for paid meals.
Customer Services	Income - Cemeteries	(139,100)	(193,039)	(53,939)		(53,939)	Additional income generated from increased number of burials in year
	Cemeteries - Support Services	16,890	8,670	(8,220)	(8,220)		Variation on support service recharges

2012/13 Revenue Budget Variations							
Description		Budget	Outturn	Variance	Corporate	Service	Comments
		£	£	£	£	£	
People Services	Employees - People Services	1,710,690	1,492,027	(218,663)		(218,663)	Under spend against staffing as a result of the restructure of HR & OI
People Services	Support Services	226,670	169,020	(57,650)	(57,650)		Variation on support service recharges
Variations under £50,000	Asset Rents	3,246,215	3,089,894	(156,321)		(156,321)	
<b>Total Customer &amp; People Services</b>		<b>4,374,520</b>	<b>4,656,410</b>	<b>281,890</b>	<b>163,314</b>	<b>118,576</b>	
<b>Neighbourhood &amp; Leisure Services</b>							
<b>Engineers Services</b>							
Engineers	Salaries	1,174,411	1,102,369	(72,042)		(72,042)	Savings due to vacancy management
	Fees & Charges	(1,784,470)	(1,655,413)	129,057		129,057	Net engineers fee income shortfall after maximisation of capitalisation.
Street Lighting, Signs and Footway Lighting	Energy	1,014,808	893,315	(121,493)		(121,493)	Energy Charges
	Maintenance	257,885	237,578	(20,307)		(20,307)	Ad hoc maintenance
<b>Special Fund - Footway Lighting</b>							
Street Lighting & Signs	Energy and Maintenance Costs	726,160	708,998	(17,162)		(17,162)	
Bridges, Structures & Retaining Walls		217,040	270,671	53,631		53,631	Additional expenditure incurred on retaining walls
<b>Public Realm</b>							
	Winter Maintenance	412,397	736,052	323,655		323,655	Winter Maintenance budget insufficient due to the level of fixed costs, plus Increased pressure due to weather conditions. £150k budget growth received in 13/14.
	Highways Maintenance	899,681	1,194,329	294,648		294,648	Additional teams to address highways maintenance issues (net off teams charged to the £400k environmental works reserve. Includes use of capital funding and use of one off balances to mitigate costs of additional works. This is not available in 2013/2014. Plus underspends on various highways maintenance budgets.
	Environmental Maintenance	4,685,644	4,599,187	(86,457)		(86,457)	Net savings
	Public Realm - range of underspends on operational budgets following management action	9,993,043	9,623,292	(369,751)		(369,751)	Net savings
Highways & Transport	Income	(110,120)	(30,248)	79,872		79,872	Income not achieved due to reduced car park ticket and fine income. Reduced fixed penalty notices (FPN) income from utility companies who are improving their compliance, in addition to companies defaulting on paying FPN's.
Leisure Facilities & Services	Ice Rink	455,580	507,895	52,315		52,315	Delayed reopening, this does not include property related budget. Net of use of one off reserves.
	Mens Health - employees		67,100	67,100		67,100	Salaries & related expenditure to deliver this service, offset by income below.

2012/13 Revenue Budget Variations							
Description		Budget	Outturn	Variance	Corporate	Service	Comments
		£	£	£	£	£	
	Mens Health - income		(67,100)	(67,100)		(67,100)	Income for this service
	Disability Junior Activities - expenditure		80,563	80,563		80,563	Salaries & related expenditure to deliver this service, offset by income below
	Disability Junior Activities - income		(80,563)	(80,563)		(80,563)	Income for this service
Arts & Culture	Schools music service - employees and income	(29,330)	56,926	86,256		86,256	Overspend on music teacher salaries plus £48.5k unachievable income target, growth given in 13/14.
	Oakengates Theatre	331,030	310,899	(20,131)		(20,131)	Additional income at Oakengates Theatre.
Variations under £50,000		8,018,215	7,923,239	(94,976)		(94,976)	
<b>Total Neighbourhood &amp; Leisure Services</b>		<b>26,261,974</b>	<b>26,479,089</b>	<b>217,115</b>	<b>0</b>	<b>217,115</b>	
<b>Development, Business &amp; Housing</b>							
Development Management	Building Regulations Applications income	(437,210)	(336,630)	100,580		100,580	Non sustainable Building control fee income target, budget growth agreed for 13/14.
	Planning Applications - Supplies & Services	5,830	82,374	76,544		76,544	Legal fees net of one off funding.
	Planning Applications - Income	(1,109,480)	(899,970)	209,510		209,510	Non sustainable Planning fee income target, net of one off funding, budget growth agreed in 13/14.
	Planning Business Mgt Account - Employees	1,444,832	1,314,394	(130,438)		(130,438)	One off funding from vacancy management during re-structure process.
Business & Development Planning	Business Support - employees	1,022,158	828,917	(193,241)		(193,241)	Vacancy management during restructure period, one off underspend
Facilities Management & Cleaning Services	School Trading	(150,540)	(55,805)	94,735		94,735	Impact of schools trading
	One off Funding	138,000	30,500	(107,500)		(107,500)	Use of one off funding to mitigate
Regeneration & Investment	Property Investment Portfolio income	(5,969,698)	(5,741,483)	228,215		228,215	Shortfall in PIP rental income against income target due to high level of voids in the current economic climate; budget re-aligned in 2013/14
Property & Design	Operational Premises - NNDR	138,000	234,000	96,000		96,000	Increased NNDR for Abraham Darby & Tennis Centre
	Premises - other costs	853,624	715,624	(138,000)		(138,000)	Early delivery of property rationalisation savings
	Management Account - supplies & services	216,010	98,397	(117,613)		(117,613)	Reduced use of consultants
Assistant Director	Employees	320,473	139,785	(180,688)		(180,688)	Part Year Restructure Savings, vacancy management savings, freeze on additional hours during restructure process and release of top of scale funding
Assistant Director - Economic Development		137,500	24,451	(113,049)	(113,049)		
Asset Rentals				0		0	
Variations under £50,000		3,124,282	3,167,862	43,580		43,580	
<b>Total Development, Business &amp; Housing</b>		<b>(266,219)</b>	<b>(397,584)</b>	<b>(131,365)</b>	<b>(113,049)</b>	<b>(18,316)</b>	

2012/13 Revenue Budget Variations							
Description	Budget	Outturn	Variance	Corporate	Service	Comments	
	£	£	£	£	£		
<b>Care &amp; Support</b>							
Purchasing - all client groups	33,340,000	38,382,000	5,042,000		5,500,000	The change in the interpretation and application of national CHC guidelines by the local PCT in 2009/10 led to a 75% cut in their financial support for vulnerable people with long term health conditions and placed an increased burden of over £8m pa on the Council's Adult Care budget, which is in the process of being cut by 30% as a result of Government grant cuts. Since then this changed approach has led to new cases also falling on the adult care budget which would previously have been NHS funded on top of the cases where existing NHS funding was taken away, leaving a net position of around £8.5-9.0m additional spending pressure ongoing. The Council's ongoing Adult Care budget has been increased by around £3m to offset some of this pressure by cutting other service budgets, leaving a net £5.5m and unfunded ongoing. This is currently being met by £4.7m one off national and local NHS funding leaving a net shortfall of £0.8m falling on one off Adult Care funds this year. Discussions around this unresolved problem passed on by the PCT to the new Clinical Commissioning Group continue.	
Funding from the PCT	-	2,700,000	(2,700,000)		(2,700,000)	One off PCT contribution towards displaced CHC costs in order to prevent further cuts to Adult Care services impacting on the NHS	
Funding from PCT (Dept. Of Health Funding)	-	(2,030,000)	(2,030,000)		(2,030,000)	£2.03m one off National NHS grant towards protecting Adult Care services which impact on the NHS: This is being used to delay further cuts to Adult Care services which would otherwise follow from the withdrawal of PCT funding for CHC cases causing increased council budget pressures.	
Purchasing - all client groups - non-CHC spend					(458,000)	Reduction in forecast Homecare costs across all client groups	
<b>Sub-total</b>			<b>312,000</b>		<b>312,000</b>		
Care Leavers	574,559	1,277,717	703,158		703,158	When the service was transferred from Children's services into adults the pressure was around £480k. Pressure on budgets has continued to increase due to increasing costs of supported accommodation. Spend depends on the level of support and accommodation required; work is ongoing with the aim of reducing costs.	
Employee Costs	10,998,640	10,766,495	(232,145)		(232,145)	This underspend is a net position across staffing budgets, but the most significant underspends arise in Commissioning and Substance Misuse. The overall underspend arises from vacancies and part year appointments following restructure.	
Supporting People	3,477,720	3,724,146	246,426		246,426	A large part, £124k of this overspend is as a result of the additional savings agreed with WHT expected to result from a claim against Housing Benefit by the WHT. This saving has not been realised as suggested by WHT and this has resulted in a significant proportion of the overspend.	
Use of One Off Funding		(1,256,072)	(1,256,072)		(1,256,072)	Resulting from a careful review of all available monies and commitments. This funding is only one off and will not be available in future years.	

2012/13 Revenue Budget Variations							
Description		Budget	Outturn	Variance	Corporate	Service	Comments
		£	£	£	£	£	
Income - client contributions for all client groups		(6,465,620)	(6,318,638)	146,982		146,982	Previous reports referred to further work being needed to ascertain the reasons for income shortfalls in the current year. This has now been done and a significant sum of around £0.4m was the result of income no longer received because of the review of CHC eligible clients and this is now the subject of the purchasing variance reported above. The remainder (reported here) is a shortfall on income budgets resulting from lower than expected client contributions.
Asset Rentals				-		0	
Variations under £50,000		691,421	784,969	93,548		93,548	
<b>Total Care &amp; Support</b>		<b>42,616,720</b>	<b>42,630,617</b>	<b>13,897</b>	<b>0</b>	<b>13,897</b>	
<b>Law, Democracy &amp; Public Protection</b>							
Land Charges	Income - Land Charges	(39,570)	(185,234)	(145,664)		(145,664)	Additional income received from Land Charges
Licensing	Income - Licensing	(369,000)	(244,109)	124,891		124,891	Shortfall against income target for licenses mainly due to loss of a number of taxi licenses to Shropshire
Asset Rentals							
Variations under £50,000		2,750,100	2,606,592	(143,508)		(143,508)	
<b>Total Law, Democracy &amp; Public Protection</b>		<b>2,341,530</b>	<b>2,177,249</b>	<b>(164,281)</b>	<b>0</b>	<b>(164,281)</b>	
<b>Finance, Audit &amp; Information Governance</b>							
Finance	Staffing - Schools & Care Finance	1,009,600	929,158	(80,442)		(80,442)	Savings arising from vacant posts for part of the year and staff not at top of grade. Plus saving on training.
External Audit Fee		249,890	157,463	(92,427)	(92,427)		Audit Fee lower than budgeted
	Variations Under £50k	(1,259,490)	(1,497,817)	(238,327)		(238,327)	
<b>Total Finance, Audit &amp; Information Governance</b>		<b>0</b>	<b>(411,196)</b>	<b>(411,196)</b>	<b>(92,427)</b>	<b>(318,769)</b>	

2012/13 Revenue Budget Variations							
Description		Budget	Outturn	Variance	Corporate	Service	Comments
		£	£	£	£	£	
<b>Cooperative Council</b>							
Communications & Marketing	Employees - Communications & Marketing	429,580	372,333	(57,247)		(57,247)	Under spends on staffing arising from maternity leave and backfill arrangements
Delivery & Planning	Employees - Delivery & Planning	592,280	537,899	(54,381)		(54,381)	Under spends on staffing from vacant posts and employees not at top of grade
Sponsorship Income	Income	(54,260)	(46,922)	7,338	7,338		Shortfall of income generated in relation to roundabout advertisements.
Variations under £50,000		508,420	334,709	(173,711)		(173,711)	
<b>Total Cooperative Council</b>		<b>1,476,020</b>	<b>1,198,019</b>	<b>(278,001)</b>	<b>7,338</b>	<b>(285,339)</b>	
<b>Council Wide</b>							
Treasury Management		10,374,700	9,451,102	(923,598)	(923,598)		Benefits of low interest rates and lower than anticipated borrowing
Housing & Council Tax Benefits		(52,880)	(420,261)	(367,381)	(367,381)		Additional income in relation to rebilled rebates and recovery of Housing Benefit overpayments.
Purchase Rebates	West Mercia Supplies	(314,240)	(244,015)	70,225	70,225		Shortfall against budgeted WMS rebate - final dividend prior to sale. The Council is still a member of West Mercia Energy which is the utilities element of the purchasing consortium business which was not part of the sale.
Budgeted Contingency		2,820,189	1,073,065	(1,747,124)	(1,747,124)		Unused element of budgeted contingency (note budget were adjusted for the approved contractual inflation allocations)
Asset Rentals & Other Council Wide Items		(8,943,846)	(10,400,752)	(1,456,906)	(1,456,906)		
Variations under £50,000		4,578,010	4,613,203	35,193	35,193		
<b>Total Council Wide</b>		<b>8,461,933</b>	<b>4,072,342</b>	<b>(4,389,591)</b>	<b>(4,389,591)</b>	<b>0</b>	
<b>Total Variations</b>		<b>126,254,400</b>	<b>122,848,490</b>	<b>(3,405,910)</b>	<b>(4,424,415)</b>	<b>1,018,505</b>	
Required for 2013/14 budget contingency- Approved at Full Council in March 2013			2,500,000	2,500,000	<b>2,500,000</b>		
Transfer to Budget Strategy Reserve			850,387	850,387	<b>850,387</b>		
<b>Overall Variation</b>		<b>126,254,400</b>	<b>126,198,877</b>	<b>(55,523)</b>	<b>(1,074,028)</b>	<b>1,018,505</b>	

2012/13 Revenue Budget Variations							
Description	Budget	Outturn	Variance	Corporate	Service	Comments	
	£	£	£	£	£		

**Memoranda Account - Dedicated Schools Grant and Sixth Form Funding**

The table below summarises the expenditure defrayed from the DSG and Sixth Form grant allocation within the respective Service Delivery Areas:

	Budget £	Outturn £	Variance £	
Education & Skills	106,106,488	101,832,017	(4,274,471)	
Family & Cohesion	3,724,231	7,998,702	4,274,471	£0.792m relating to Specialist Education Provision
Childrens Safeguarding	25,000	25,000	0	
DSG is allocated as a separate grant by the Department of Education. It is in the main "passported" to Schools and the remainder applied to eligible expenditure on Education elsewhere within Education and Skills, Safeguarding and the Family and Cohesion budget. the grant was fully utilised in 2012/13, either spent or carried forward as part of the 2013/14 budget strategy with no remaining variance from allocation. The amount in the "variance" column reported arises because the grant receipt is most accounted for within Education & Skills but eligible spending occurs within Family & Cohesion which is funded by the grant.				

## 2012/13 Revenue Virements Required

Virements To:	£	Virements From:	£
<b>Safeguarding</b>			
Children In Care Placements	2,100,566		
Supported Placements	114,321		
Agency Staff	558,617		
Support for Children In Care	182,448		
Legal costs	123,510		
	<b>3,079,462</b>		<b>-</b>
<b>Education &amp; Skills</b>			
Grant Income	296,171	Staffing	193,059
		Home to School Transport - operational	103,112
	<b>296,171</b>		<b>296,171</b>
<b>Family &amp; Cohesion Services</b>			
Integrated Planning, Placements and Commissioning - Commissioning Children	59,780	Integrated Planning, Placements and Commissioning - Family Placements	59,780
	<b>59,780</b>		<b>59,780</b>

## 2012/13 Revenue Virements Required

Virements To:	£	Virements From:	£
<b>Customer &amp; People Services</b>			
ICT - Employees	77,553	ICT - Trading Income	67,271
ICT - Supplies & Service - Mtce Contracts	345,745	ICT - capitalisation Funding	307,143
ICT - Print Room Income	130,821	ICT - Print Room - Supplies & Services	66,595
NNDR Discretionary Relief	109,548	Cemeteries Income	53,939
Court Fee Income	119,636	People Services - Employees	218,663
Catering Income	434,389	Support Services	65,870
		Variations under £50,000	156,321
	1,217,692		935,802
<b>Neighbourhood &amp; Leisure Services</b>			
Engineers Fees & Charges	129,057	Engineers Employees	72,042
Retaining Walls	53,631	Street Lighting Energy	121,493
Winter Maintenance	323,655	Environmental Maintenance	86,457
Highways Maintenance	294,648	Public Realm	369,751
Highways Income	79,872	The Place - Income	20,131
Mens Health Expenditure	67,100	Mens Health Income	67,100

## 2012/13 Revenue Virements Required

<u>Virements To:</u>	£	<u>Virements From:</u>	£
Disability Junior Activities - Expenditure	80,563	Disability Junior Activities - Income	80,563
Telford Ice Rink	52,315	Variations under £50,000	132,445
Schools Music Service - employees and income	86,256		
	<b>1,167,097</b>		<b>949,982</b>
<b>Development, Business &amp; Housing</b>			
Bldg Regulations Income	100,580	Planning Business Mgt. Account - Employee	130,438
Planning Applications - Supplies & Services	76,544	Business Support - Employees	193,241
Planning Applications Income	209,510	Property & Design - Other Premises Costs	138,000
Cleaning Services - school trading	94,735	Property & Design - Supplies & Services	117,613
Property Investment Portfolio Income	228,215	Senior Management - Employees	226,292
Property & Design - Operational Premises - NNDR	96,000		
	<b>805,584</b>		<b>805,584</b>
<b>Care &amp; Support</b>			
Purchasing Care - all client groups	5,500,000	Income - Funding from PCT	2,700,000
Care Leavers	703,158	Income - Other DOH Funding	2,030,000

## 2012/13 Revenue Virements Required

<u>Virements To:</u>	£	<u>Virements From:</u>	£
Supporting People	246,426	Income - Other one off Funding	1256072
Income - Client Contributions	146,982	Employee Costs	232,145
		Purchasing - non CHC Spend	378,349
	6,596,566		6,596,566
<b>Law, Democracy &amp; Public Protection</b>			
Licensing Income	124,891	Land Charges Income	124,891
	124,891		124,891
<b>Council Wide</b>			
West Mercia Supplies Purchasing Rebate	70,225	Treasury Management	923,598
		Housing & Council Tax Benefits	367,381
		Budgeted Contingency	1,747,124
		Other Council Wide Items	610,589
	70,225		3,648,692
<b>Total</b>	<b>13,417,468</b>		<b>13,417,468</b>

**Capital - Slippage, Supplementary Estimates & Virements**

Slippage - Scheme	Priority	Slippage - £	Funding
Mount Gilbert School - Flooring	Improve Local People's Prospects through Education and Skills Training	-3,657	Borrow App
Integrated Transport	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-130,019	Borrow App
Highways & Bridges Capital Maintenance	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-134,336	Borrow App
Building Schools for the Future	Improve Local People's Prospects through Education and Skills Training	-1,268,000	Borrow App
Burton Borough Roof	Improve Local People's Prospects through Education and Skills Training	-3,450	Borrow App
Meadows Primary	Improve Local People's Prospects through Education and Skills Training	-44,550	Borrow App
Asbestos Surveys	Improve Local People's Prospects through Education and Skills Training	-15,589	Borrow App
Energy Sustainability Schemes	Improve Local People's Prospects through Education and Skills Training	-37,632	Borrow App
Contingency for Reactive Works	Improve Local People's Prospects through Education and Skills Training	-7,338	Borrow App
Redhill Primary - Toliet	Improve Local People's Prospects through Education and Skills Training	-6,000	Borrow App
Lilleshall Primary - Roofing / Windows Phase 2	Improve Local People's Prospects through Education and Skills Training	-7,353	Borrow App
Old Park Primary - Water Heater	Improve Local People's Prospects through Education and Skills Training	-9,000	Borrow App
Schools Access Initiative	Improve Local People's Prospects through Education and Skills Training	-1,021	Borrow App
Access - Darby House footpaths	Improve Local People's Prospects through Education and Skills Training	-6,221	Borrow App
Lawley Primary - DDA Equipment - Hi/Lo bed	Improve Local People's Prospects through Education and Skills Training	-3,450	Borrow App
Newport Juniors - 2 x Disabled Bays	Improve Local People's Prospects through Education and Skills Training	-1,000	Borrow App
To Reduce Prudential Borrowing	Managing the Organisation	-14,333,000	Cap Receipts
Social Education Centre	Protect and Support Our Vulnerable Children & Adults	-350,000	Cap Receipts
Capital Receipts Site Preparation	Managing the Organisation	61,509	Cap Receipts
Town Centre - Accommodation Strategy	Protect and Create Jobs as a 'Business Supporting, Business Winning Council'	17,840,000	Cap Receipts
Teagues Bridge Primary	Improve Local People's Prospects through Education and Skills Training	28,585	Cap Receipts
Madeley Court Demolition	Improve Local People's Prospects through Education and Skills Training	9,756	Cap Receipts
Youth	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-75,000	Cap Receipts
Woodside Local Centre & Project Manag.	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-230,000	Cap Receipts
Brookside	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-155,000	Cap Receipts
Wellington Civic Works	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-4,604,673	Cap Receipts
Dawley	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-2,000,000	Cap Receipts
Malinslee Local Centre	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	50,740	Cap Receipts
Leegomery Local Centre BTI	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-1,350,000	Cap Receipts
Building Schools for the Future	Improve Local People's Prospects through Education and Skills Training	-850,000	Cap Receipts
Meadows Primary/Burton Borough Roof Works	Improve Local People's Prospects through Education and Skills Training	-420	Cap Receipts
Newdale Primary	Improve Local People's Prospects through Education and Skills Training	-52,440	Cap Receipts
Redhill Demountable	Improve Local People's Prospects through Education and Skills Training	5,000	Cap Receipts
Contingency for Reactive Works	Improve Local People's Prospects through Education and Skills Training	-30,803	Cap Receipts
Brindleyford	Improve the Health and Well Being of our Communities and Address Health Inequalities	-11,575	External
Loan Contingency grant	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-66,074	External
Pathways - New College	Improve Local People's Prospects through Education and Skills Training	-526	External
Box Road	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-205,000	External
Building Schools for the Future	Improve Local People's Prospects through Education and Skills Training	-7,000	External
Muxton Primary - 3 Classbase extension	Improve Local People's Prospects through Education and Skills Training	-75,000	External
Social Care Capital Grant	Protect and Support Our Vulnerable Children & Adults	-246,465	Gov Grant
ICT Social Care Review	Protect and Support Our Vulnerable Children & Adults	-234,999	Gov Grant
Town Centre - Phase 1	Protect and Create Jobs as a 'Business Supporting, Business Winning Council'	-2,722,632	Gov Grant
Parks for People	Improve the Health and Well Being of our Communities and Address Health Inequalities	-93,411	Gov Grant
Upgraded Tennis Facilities	Improve the Health and Well Being of our Communities and Address Health Inequalities	-33,137	Gov Grant
Hadley Local Centre Phase 1 & 2	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	515,426	Gov Grant
Mount Gilbert School - Flooring	Improve Local People's Prospects through Education and Skills Training	-19,632	Gov Grant
Houghton Special School - Security	Improve Local People's Prospects through Education and Skills Training	-18,805	Gov Grant
Short Wood - Fall Arrest System	Improve Local People's Prospects through Education and Skills Training	-5,750	Gov Grant
Short Wood Primary - backup boiler / gas pressure works	Improve Local People's Prospects through Education and Skills Training	-3,736	Gov Grant
Dawley	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-50,000	Gov Grant
Ladygrove Distribution Boards & Boiler	Improve Local People's Prospects through Education and Skills Training	-4,182	Gov Grant

Ironbridge Gorge Stability	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-179,285	Gov Grant
Leegomery Local Centre BTI	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-5,000	Gov Grant
Short Breaks for Disabled Children Capital	Improve Local People's Prospects through Education and Skills Training	-277,666	Gov Grant
Integrated Transport	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-36,537	Gov Grant
Highways & Bridges Capital Maintenance	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-2,000	Gov Grant
Highways & Bridges Capital Maintenance	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-603,861	Gov Grant
Box Road	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-92,000	Gov Grant
Local Sustainable Transport Fund	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-275,398	Gov Grant
Building Schools for the Future	Improve Local People's Prospects through Education and Skills Training	-7,351,492	Gov Grant
Short Wood Primary - Ceiling Track Hoist	Improve Local People's Prospects through Education and Skills Training	-9,521	Gov Grant
Redhill Primary - DDA works including external fencing	Improve Local People's Prospects through Education and Skills Training	-16,910	Gov Grant
2 Year Old Entitlement	Improve Local People's Prospects through Education and Skills Training	-359,053	Gov Grant
Meadows Primary	Improve Local People's Prospects through Education and Skills Training	-93	Gov Grant
Muxton Primary Classbase Extension	Improve Local People's Prospects through Education and Skills Training	31,624	Gov Grant
St Georges - 3 New Classbases	Improve Local People's Prospects through Education and Skills Training	-61,579	Gov Grant
Hadley LC - Notices of Change	Improve Local People's Prospects through Education and Skills Training	-10,000	Gov Grant
Dothill Primary - Infant corridor, kitchen and meeting room	Improve Local People's Prospects through Education and Skills Training	-50,000	Gov Grant
Dothill Primary - Asbestos /Phase 2 Heating	Improve Local People's Prospects through Education and Skills Training	-14,213	Gov Grant
Asbestos Surveys	Improve Local People's Prospects through Education and Skills Training	-24,180	Gov Grant
Various Schools - Asbestos Removals	Improve Local People's Prospects through Education and Skills Training	-37,862	Gov Grant
Schools Tree Works	Improve Local People's Prospects through Education and Skills Training	-31,562	Gov Grant
Various Schools - Asset Management System	Improve Local People's Prospects through Education and Skills Training	-1,616	Gov Grant
Various Schools - Kitchen Planned Works	Improve Local People's Prospects through Education and Skills Training	-11,426	Gov Grant
Contingency for Reactive Works	Improve Local People's Prospects through Education and Skills Training	-37,207	Gov Grant
Donnington Wood Infants Main Block Roof	Improve Local People's Prospects through Education and Skills Training	-16,472	Gov Grant
Hollinswood Infant - Curtain Wall - Final Phase	Improve Local People's Prospects through Education and Skills Training	-14,503	Gov Grant
Newport Infants - Toilet refurbishment	Improve Local People's Prospects through Education and Skills Training	-8,500	Gov Grant
Newport Infants - Heat Exchangers	Improve Local People's Prospects through Education and Skills Training	-2,039	Gov Grant
Hollinswood Junior - Kitchen Works	Improve Local People's Prospects through Education and Skills Training	-58,120	Gov Grant
John Fletcher - Rewiring Phase 1	Improve Local People's Prospects through Education and Skills Training	-4,135	Gov Grant
Meadows Primary - Electrical Installation	Improve Local People's Prospects through Education and Skills Training	-900	Gov Grant
Meadows Primary - Lighting	Improve Local People's Prospects through Education and Skills Training	-4,500	Gov Grant
Newport Junior - Boiler	Improve Local People's Prospects through Education and Skills Training	-18,376	Gov Grant
Redhill Primary - Classroom Doors	Improve Local People's Prospects through Education and Skills Training	-13,800	Gov Grant
Redhill Primary Remodelling	Improve Local People's Prospects through Education and Skills Training	-1,496	Gov Grant
St Patricks - Drainage	Improve Local People's Prospects through Education and Skills Training	-3,653	Gov Grant
Teagues Bridge Primary	Improve Local People's Prospects through Education and Skills Training	-21,954	Gov Grant
Tibberton Primary - Roofing Main Block	Improve Local People's Prospects through Education and Skills Training	-10,758	Gov Grant
Lilleshall Primary - DDA	Improve Local People's Prospects through Education and Skills Training	-4,878	Gov Grant
Use of Additional Capital Receipts	Managing the Organisation	14,483,363	Prudential
Supported Independent Living - Disabled Facilities Grant (estimate)	Protect and Support Our Vulnerable Children & Adults	-15,119	Prudential
Extra Care	Protect and Support Our Vulnerable Children & Adults	-800,000	Prudential
Town Centre - Phase 1	Protect and Create Jobs as a 'Business Supporting, Business Winning Council'	447,000	Prudential
Town Centre - Accommodation Strategy	Protect and Create Jobs as a 'Business Supporting, Business Winning Council'	-18,929,000	Prudential
Aggresso Project	Managing the Organisation	-50,000	Prudential
Telford Ice Rink	Improve the Health and Well Being of our Communities and Address Health Inequalities	54,359	Prudential
Asset Management Plan - General Works & Surveys	Managing the Organisation	-72,625	Prudential
Parks for People	Improve the Health and Well Being of our Communities and Address Health Inequalities	-68,650	Prudential
Crazy Golf in the Town park	Improve the Health and Well Being of our Communities and Address Health Inequalities	-100,000	Prudential
Newport Fitness facility	Improve the Health and Well Being of our Communities and Address Health Inequalities	369	Prudential
Parks & Play Areas	Improve the Health and Well Being of our Communities and Address Health Inequalities	-42,858	Prudential
ICT/ eGov	Managing the Organisation	-119,630	Prudential
Housing	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-612,400	Prudential
Housing Investment	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-229,086	Prudential
Housing Strategy & Enabling	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-286,435	Prudential
Oakengates	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-690,564	Prudential
Sutton Hill	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-236,443	Prudential

Sutton Hill Local Centre	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-56,428	Prudential
Hadley Local Centre Phase 1 & 2	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-685,189	Prudential
Woodside	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-9,824	Prudential
Woodside Local Centre & Project Manag.	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-30,000	Prudential
Brookside	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-842,785	Prudential
Wellington Civic Works	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	4,566,000	Prudential
Wellington Street Works	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	30,000	Prudential
Dawley Ground works	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-3,470,000	Prudential
Dawley-Town Park Access section 106	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	5,650,000	Prudential
Dawley-Project Management costs	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-200,000	Prudential
BTI Small Grants	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-36,705	Prudential
Malinslee Local Centre	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-56,795	Prudential
Leegomery Local Centre BTI	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	1,350,000	Prudential
Integrated Transport	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-15,537	Prudential
Street Lighting Energy Programme	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-44,754	Prudential
Highways / Footpaths	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-5,646	Prudential
Box Road	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-78,000	Prudential
Building Schools for the Future	Improve Local People's Prospects through Education and Skills Training	1,275,000	Prudential
Meadows Primary	Improve Local People's Prospects through Education and Skills Training	-16,000	Prudential
Contingency for Reactive Works	Improve Local People's Prospects through Education and Skills Training	-7,760	Prudential
ICT Social Care Review	Protect and Support Our Vulnerable Children & Adults	-212,000	Revenue
Box Road	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	-40,000	Revenue
Building Schools for the Future	Improve Local People's Prospects through Education and Skills Training	333,000	Revenue
Pupil Services DDA Access works & Equip	Improve Local People's Prospects through Education and Skills Training	-7,725	Revenue

**-20,516,646**

<b>New Allocations</b>	<b>Priority</b>	<b>Value - £</b>	<b>Funding</b>
Haughton Special School - Main School Roof and Floor	Improve Local People's Prospects through Education and Skills Training	-500	External
Social Care Capital Grant	Protect and Support Our Vulnerable Children & Adults	-268,447	Gov Grant
Brookside	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	-122,000	Gov Grant
Haughton Special School - Main School Roof and Floor	Improve Local People's Prospects through Education and Skills Training	2,500	Gov Grant
Supported Independent Living - Disabled Facilities Grant (estimate)	Protect and Support Our Vulnerable Children & Adults	51,985	Cap Receipts
- Housing Needs Property Maintenance	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	13,478	Cap Receipts
PIP Reinvestment Programme	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	2,479,806	Cap Receipts
Town Centre - Phase 1	Protect and Create Jobs as a 'Business Supporting, Business Winning Council'	7,325	External
Town Centre - Accommodation Strategy	Protect and Create Jobs as a 'Business Supporting, Business Winning Council'	3,500	External
Asset Management Plan - General Works & Surveys	Managing the Organisation	16,041	External
Brindleyford	Improve the Health and Well Being of our Communities and Address Health Inequalities	4,000	External
Lightmoor Primary	Improve Local People's Prospects through Education and Skills Training	1,438	External
Loan Contingency grant	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	30,115	External
Wellington Civic Works	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	4,000	External
Malinslee Local Centre	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	4,167	External
Integrated Transport	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	38,000	External
Holyhead Road Traffic Calming	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	22,256	External
Jiggers Bank Stabilization	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	130,398	External
Teagues Bridge Primary	Improve Local People's Prospects through Education and Skills Training	107,914	External
Brookside	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	4,906	Gov Grant
Ironbridge CIPS	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	3,811	Gov Grant
Devolved Formula Capital	Improve Local People's Prospects through Education and Skills Training	107	Gov Grant
2 Year Old Entitlement	Improve Local People's Prospects through Education and Skills Training	359,053	Gov Grant
Meadows Primary	Improve Local People's Prospects through Education and Skills Training	-34,793	Gov Grant
Teagues Bridge Primary	Improve Local People's Prospects through Education and Skills Training	-107,914	Gov Grant
Haughton Special School - Main School Roof and Floor	Improve Local People's Prospects through Education and Skills Training	7,500	Gov Grant
Stirchley Library	Managing the Organisation	50,257	Other

Use of Additional Capital Receipts	Managing the Organisation	87	Prudential
Cafe Go Set Up Costs	Managing the Organisation	37,863	Prudential
ICT Capitalised Costs	Managing the Organisation	414,255	Prudential
Stirchley Training Centre	Managing the Organisation	8,506	Prudential
Asset Management Plan - General Works & Surveys	Managing the Organisation	10,000	Prudential
AFC Telford	Improve the Health and Well Being of our Communities and Address Health Inequalities	3,306	Prudential
Brookside	Regenerate Those Neighbourhoods in Need and Work Hard to Ensure That Local People Have Access to Housing	122,000	Prudential
Highways General	Ensure That Neighbourhoods are Safe, Clean and Well Maintained	8,450	Revenue
Burton Borough - Main roof	Improve Local People's Prospects through Education and Skills Training	71,040	Revenue
Dothill Junior - Wall demolition and fencing works	Improve Local People's Prospects through Education and Skills Training	59,897	Revenue
Lilleshall Primary - Flood Damage	Improve Local People's Prospects through Education and Skills Training	1,255	Revenue
Teagues Bridge Primary - Flood Damage	Improve Local People's Prospects through Education and Skills Training	17,475	Revenue
Various Schools - External Painting Year 2	Improve Local People's Prospects through Education and Skills Training	72,000	Revenue

**3,635,039**

<b>Virements</b>	<b>Priority</b>	<b>Value - £</b>	<b>Funding</b>
Newport Fitness Facility	Health & Well Being	10,000	Prudential
General Works & Surveys	Managing the Organisation	-10,000	Prudential
Re-active Works contingency	Education & Skills Training	-50,000	External
Short Breaks for Disabled Childrens	Education & Skills Training	-90,000	Govt. Grant
Town Centre - Phase 1	Business Supporting, Business Winning	30,000	Govt. Grant
Telford Ice Rink	Health And Well Being	60,000	Govt. Grant
Borough Towns Initiative-Dawley	Neighbourhoods are Safe & Clean	50,000	Govt. Grant
Housing Investment	Regeneration and Housing	3,681	Prudential
Extra-Care Housing	Vulnerable Children & Adults	-3,681	Prudential
		<b>0</b>	

**TELFORD & WREKIN COUNCIL**

**CABINET – 27 JUNE 2013**

**PLANNING OF SCHOOL PLACES:  
PROPOSAL TO ESTABLISH A NEW PRIMARY SCHOOL IN LAWLEY**

**REPORT OF THE ASSISTANT DIRECTOR FOR EDUCATION AND SKILLS**

**LEAD CABINET MEMBER – CLLR PAUL WATLING**

**PART A) – SUMMARY REPORT**

**1. SUMMARY OF MAIN PROPOSALS**

To seek Cabinet approval to establish a new primary school in the Lawley area to cater for the children which it is forecasted that the on-going housing development there will produce.

**2. RECOMMENDATIONS**

**2.1 That Cabinet agrees to the establishment of a new 210 place primary school within the Lawley area to open in September 2015.**

**2.2 That Cabinet delegates authority to the Assistant Director: Education & Skills, in consultation with the Cabinet Member for Children, Young People & Families, to take the steps necessary to progress this including inviting proposals under section 6A of the Education and Inspections Act 2006 as amended by the Education and Inspections Act 2011.**

**SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	<i>Children &amp; Young People – to consult and involve all stakeholders with a vested interest in children's education and safety</i>
	Will the proposals impact on specific groups of people?	
	Yes	<i>Children and Families living within the Wards served by the proposed school</i>
<b>TARGET COMPLETION/DELIVERY DATE</b>	<i>To be able to open a new one form of entry primary school in September 2015</i>	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	<i>Capital Funding</i>  <i>A section 106 agreement with the developers of the Lawley-Ironstone site will provide £3.6 million of the estimated £4.7</i>

		<p><i>million cost of the new school. It has been agreed that the section 106 funds will be released as follows:</i></p> <ul style="list-style-type: none"> <li><i>• £1m on the transfer of the site to the Council;</i></li> <li><i>• £1 million in 2014/15 (i.e. by 31<sup>st</sup> Aug 2014)</i></li> <li><i>• £1 million in 2015/16 (i.e. by 31<sup>st</sup> Aug 2015)</i></li> <li><i>• A final payment of £600,000 on completion of the school.</i></li> </ul> <p><i>The remaining £1.1 million will come from within the Council's existing capital funds.</i></p> <p><i>Revenue Funding</i></p> <p><i>Academies and free schools are funded directly by the DfE. Academy budgets are based on the local authority's school funding formula, plus additional Education Services Grant (ESG) which is meant to represent the cost of local authority services not provided to academy schools. Free schools funding is based on "the average funding received by maintained schools and academies in the same local authority" (DFE) and also includes additional Education Services Grant. For each pupil in an academy or free school in the local area, the ESG received by the local authority is £15 per pupil, compared to £116 per pupil for maintained schools.</i></p>
<p><b>LEGAL ISSUES</b></p>	<p>Yes</p>	<p><i>Local Authorities must plan for and secure sufficient schools and places for their area in line with their duties under Section 14 of the Education Act 1996.</i></p> <p><i>The Education Act 2011 amended the arrangements for establishing new schools and introduced Section 6A (the academy/free school presumption) to the Education and Inspections Act 2006.</i></p> <p><i>This requires that where a Local Authority believes that there is a need for a new school in its area , it must seek proposals to establish an academy/free school.</i></p> <p><i>Section 6A came into effect on 1<sup>st</sup> February 2012 for new schools (other than pupil referral units).</i></p> <p><i>The Department for Educations advice to</i></p>

	<p><i>Local Authorities is non-statutory and the current version applies from 16<sup>th</sup> May 2013. <a href="http://www.education.gov.uk/aboutdfe/advice/f00209212/academy-free-school-presumption/establishing-new-school/new-maintained-outside-competition">http://www.education.gov.uk/aboutdfe/advice/f00209212/academy-free-school-presumption/establishing-new-school/new-maintained-outside-competition</a></i></p> <p><i>The presumption arrangements require Local Authorities to seek proposals to establish an academy/free school where they have identified the need for a new school in their area. The Local Authority is responsible for consultation , impact assessment , providing the site for the new school and for meeting all associated capital and pre-/post-opening costs ( unless there has been a successful Targeted Basic Need Programme bid).</i></p> <p><i>Local Authorities must notify the Secretary of State of their plans to seek proposals for a new school as soon as the need for a new school has been agreed.</i></p>
<p><b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b></p>	<p><i>On 2 May 2013, the Department for Education (DfE) updated its advice on standards for school premises. The non-statutory advice is intended to help local authorities, proprietors of Academies, school leaders and governing bodies in all schools in England, understand their obligations and duties in relation to the School Premises Regulations 2012 (SI 2012/1943) which came into force on 31<sup>st</sup> October 2012.</i></p> <p><i>The regulations state that provision must be "suitable" but "suitable" is not precisely defined. Therefore, the guidance provides advice upon meeting the requirements in the regulations for all types of schools in England. The guidance is due to be reviewed in May 2014. <a href="http://www.education.gov.uk/schools/guidanceandadvice/f00221563/standards-school-premises">http://www.education.gov.uk/schools/guidanceandadvice/f00221563/standards-school-premises</a></i></p> <p><i>The proposed freehold site for the school is in the process of being transferred to the Council under the terms of an agreement made under Section 106 of the Town and Country Planning Act 1990.</i></p> <p><i>It is understood that the land has always been set aside for the development of</i></p>

		<p><i>educational facilities.</i></p> <p><i>There will be new restrictive covenants not to use the property for anything other than for educational and community purposes.</i></p> <p><i>As with a lot of land in the Local Authority's area , the property was originally owned by the National Coal Board (NCB) and is subject to standard restrictions in relation to providing support for mine shafts and disused workings, not to erect buildings within thirty feet of the centre of disused shafts unless they have been properly filled and capped and discharging the duties imposed on the NCB in relation to shafts and disused workings.</i></p> <p><i>The coal search undertaken does not reveal any known coal mine entries within the boundary of the property or within 20 metres of it, although the plans may require approval by the NCB.</i></p> <p><i>The current time estimate is that the purchase should be completed by the end of June 2013, although not all title documents have been disclosed to the Local Authority yet and there have been some difficulties for the Transferor's Solicitor in obtaining documents from the Land Registry. Nothing untoward has been revealed by the title documents disclosed to the Local Authority to date.</i></p>
<b>IMPACT ON SPECIFIC WARDS</b>	Yes	<p><i>The establishment of a new school will have most impact on the ward within which the school is located. However there is potentially Borough wide impact due to parental preference in choosing which schools children attend.</i></p>

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

There has been a great deal of housing growth in the Lawley area over the past decade. A large number of additional school-aged children have been generated by this development. Local demographics have meant that secondary school aged pupils have been able to be accommodated within existing schools and the needs for the future are being addressed through the Building Schools for the Future project ( BSF).

However, there has been a surge in the number of local primary school places required. So far this has been accommodated by expanding the capacity of the existing primary schools closest to the area of development. Lawley Primary School has been extended by 70 places and Newdale Primary School has grown to its full size of 60 places per year group. The continuing pace of the development means that more primary school places will be necessary and it is not

possible to add more additional places to local schools because of limitations imposed by their sites.

A primary school site has been designated within the new development and the forecast is that a one form of entry school (210 places) is likely to be needed on this by September 2015.

It is anticipated that there is sufficient funding available from the council's capital allocation and section 106 agreements to build a one form of entry primary school at an expected cost of £4.7 million. It is expected that in the future this will need to expand to provide a two form of entry school and the site is large enough to allow for this. The central infrastructure would be designed and built to accommodate the number of pupils in a two form of entry school (420 pupils).

The fact that the new school will almost certainly be an academy and as such independent of the local authority means that planning when pupil places are brought into use will not be under the direct control of the council.

### **3. INFORMATION**

The processes which councils have to adhere to when opening a new school are laid down by the Education and Inspections Act 2006 as amended by the Education and Inspections Act 2011 and the accompanying guidance.

This states that firstly the Local Authority ( LA ) must seek proposals to establish a new academy/free school. The LA must provide the required site and the capital funding needed to establish the school and must then invite proposals to open it. The LA must then assess the proposals that it receives against the following criteria:

- The quality of the places being added into the system, based on the proposer's vision and education plan;
- The capability and capacity of the proposer to deliver their proposal on time and on budget, based on their expertise and experience;
- Value for money, confirming that the proposer considers the cost of establishing the new academy/free school can be met within the capital costs outlined by the local authority and. Where they cannot be met within that estimate, an explanation of the reasons for the additional costs and how any shortfall will be met.

The local authority may state its preference, which the Secretary of State will take into consideration when deciding whether or not to enter into a Funding Agreement with any of the proposers.

If there is no suitable academy/free school proposal, a statutory competition can be held with the consent of the Secretary of State. Academy/free school proposals and proposals for foundation (by proposers other than a local authority), voluntary controlled and voluntary aided schools can be submitted into the competition.

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

No further impact is anticipated.

### **5. PREVIOUS MINUTES**

There are no previous minutes relevant to this paper.

## **6. BACKGROUND PAPERS**

Establishing a New School – Departmental Advice for Local Authorities and New School Proposers

Education and Inspections Act 2011 amending the Education and Inspections Act 2006

**Report prepared by Kathy Swallow, Service Delivery Manager – School Organisation Services, Telephone: 01952 380905**

**TELFORD & WREKIN COUNCIL**

**CABINET – 27 JUNE 2013**

**REPRESENTATION ON OUTSIDE BODIES 2013-14**

**REPORT OF THE ASSISTANT DIRECTOR: LAW, DEMOCRACY & PUBLIC PROTECTION**

**LEAD CABINET MEMBER – COUNCILLOR KULDIP SAHOTA**

**1.0 PURPOSE**

- 1.1 To request that Cabinet approves the nominations made to Outside Bodies as set out in Appendix 1 of the report, subject to any further nominations from the Conservative Group.

**2.0 RECOMMENDATIONS**

- 2.1 **That the nominations to represent the Council on Outside Bodies, as set out in Appendix 1 of the report, be approved.**

**3.0 INFORMATION**

- 3.1 The nominations to represent the Council on Outside Bodies dealt with in this report are those which are appointed on an annual basis. Other organisations on which the Council has representation are appointed for varying periods. Reports requesting nominations in relation to these will be brought to Cabinet as required.
- 3.2 The list of outside bodies for which appointments are required for 2013/14 is shown at Appendix 1. This is broadly the same as for the 2012/13 municipal year, except for the following:
- the South Staffordshire & Shropshire Mental Health NHS Trust have asked for an Elected Member representative on their Board, and this has been designated to the Cabinet Member: Adult Social Care.
  - the Regional Employers Organisation. West Midlands Councils (WMC) ceased as an active body with effect from 31<sup>st</sup> March 2013. However, West Midlands Employers has been retained as a 'free standing' Regional Employers Organisation and will continue to be governed by elected members, through a full body with representatives nominated from each local authority in membership. REO anticipate that the nominated representative will either be the Portfolio Holder (or Committee Chair where relevant) responsible for Resources and/or Employment, or alternatively, the Leader.

- the Marches Local Transport Body is a new vehicle set up jointly with Shropshire and Herefordshire Councils and the Marches Local Enterprise Partnership to manage and allocate devolved funding for major transport schemes. At the last Cabinet meeting on 30 May 2013, the Cabinet Member: Finance & Enterprise was appointed to represent the Council on this Body, with the Cabinet Member: Customer Services, Libraries & Transport as Deputy Member.
- the Severn Gorge Countryside Trust is not included, as they are currently reviewing their membership. The current appointees' term of office runs until October 2013, and any request for TWC nominations to the revised Trust will be considered at a future Cabinet meeting.

3.3 Members are reminded that only the named councillor or holder of the nominated Cabinet position should attend meetings of Outside Bodies.

3.4 Nominations have been sought from each of the political groups for those appointments that are not by position. The nominations received are shown in Appendix 1.

#### 4.0 **OTHER CONSIDERATIONS**

##### **AREA**

##### **COMMENTS**

Equality & Diversity  
Environmental Impact  
Legal Implications

Not applicable  
Not applicable  
The outside bodies to which this report relates are to fulfil functions which are, under the relevant statutory and constitutional provisions, cabinet functions

Opportunities & Risks  
Financial Implications  
Links with Corporate Priorities  
Ward Implications

Not applicable  
Not applicable  
Not applicable  
Not applicable

#### 5.0 **BACKGROUND PAPERS**

None.

**Report prepared by Phil Smith, Democratic Services Team Leader – (01952-383211)**

REPRESENTATION ON OUTSIDE BODIES 2013-14 – NOMINATIONS

APPENDIX 1

ORGANISATION	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2013/14
<b>National/Regional Bodies</b>			
Local Government Association – General Assembly		3 Councillors 1 Observer	1. Cllr K Sahota 2. Cllr S. Davies 3. Cllr E Carter 4. Cllr R Overton (Observer)
Local Government Association – Unitary Special Interest Group		1 Councillor	1. Cllr K Sahota
Local Government Association – Urban Commission		2 Councillors	1 Cllr K Sahota 2. Cllr C Smith
Local Government Association – Rural Commission		2 Councillors	1. Cllr H Rhodes 2. Cllr C Turley
Local Government Association – World Heritage Sites Special Interest Group (LAWHF)		1 local Ward Member + 1 Councillor as substitute	1. Cllr D Davies 2. Cllr G Reynolds (substitute)
West Mercia Police & Crime Panel		2 Councillors + 1 substitute	1. Cllr R K Austin 2. Cllr R Evans 3. Cllr F R Picken (substitute)
Marches Local Transport Body	<b>Cabinet Member: Finance &amp; Enterprise Deputy: Cabinet Member: Customer Services, Libraries &amp; Transport</b>		1. Cllr W McClements 2. Cllr H Rhodes (Deputy)  NB: Appointed at Cabinet 30 May 2013

REPRESENTATION ON OUTSIDE BODIES 2013-14 – NOMINATIONS

APPENDIX 1

Association for Public Service Excellence (APSE)		1 Councillor	1. Cllr J Minor
National Association of Councillors		1 Councillor	1. Cllr A Mackenzie
Association of Councillors – English Region Branch		3 Councillors (one of which <u>must</u> be the representative to the National Association)	1. Cllr A Mackenzie 2. Cllr A England 3. Cllr E Carter
English Severn & Wye Regional Flood & Coastal Committee	<b>Cabinet Member: Public Health &amp; Public Protection</b>		1. Cllr R Overton
West Mercia Energy Joint Board	<b>2 Cabinet Members and 2 substitute Cabinet Members to accord with the Board's Constitution</b>		1. Cllr W McClements 2. Cllr A England 3. Cllr R Overton (substitute) 4. Cllr P Watling (substitute)
West Mercia Energy Audit Committee		1 Councillor	1. Cllr W McClements
Shropshire, Telford & The Marches Strategic Rail Group	<b>Cabinet Member: Customer Services, Libraries &amp; Transport</b>		1. Cllr H Rhodes
West Midlands Regional Employers Organisation	<b>Cabinet Member with responsibility for HR</b>		1. Cllr K Sahota
South Staffordshire & Shropshire Mental Health NHS Foundation Trust Governing Body	<b>Cabinet Member: Adult Social Care</b>		1. Cllr A England

REPRESENTATION ON OUTSIDE BODIES 2013-14 – NOMINATIONS

APPENDIX 1

<b>Shropshire Organisations</b>			
Shropshire & Telford Tourism Strategy Board (previously Shropshire Destination Management Partnership)		1 Councillor	1. Cllr W McClements
Shropshire Pension Fund Committee		2 Councillors 2 Councillors (substitutes)	1. Cllr M. Smith 2. Cllr W McClements 3. Cllr A England (substitute) 4. Cllr R Overton (substitute)
Age Concern Shropshire, Telford & Wrekin		1 Councillor	1. Cllr F R Picken
Shropshire Playing Fields Association	<b>Cabinet Member: Leisure Services &amp; Culture</b>	+ 1 Councillor	1. Cllr E Clare 2. Cllr H Rhodes
County Sports Partnership (Energize STW)	<b>Cabinet Member: Leisure Services &amp; Culture</b>		1. Cllr E Clare
STW 2012 Group	<b>Cabinet Member: Leisure Services &amp; Culture</b>		1. Cllr E Clare
Shropshire Hills Area of Outstanding Natural Beauty		1 Councillor	1. Cllr C Turley
<b>Telford &amp; Wrekin Organisations</b>			
Local Strategic Partnership	<b>Leader</b>		1. Cllr K Sahota
Telford Tourism Partnership		1 Councillor	1. Cllr W McClements

REPRESENTATION ON OUTSIDE BODIES 2013-14 – NOMINATIONS

APPENDIX 1

Safer Telford Partnership (formerly Community Safety Partnership)		1 Councillor	1. Cllr H Rhodes
Telford MIND Executive Committee		1 Councillor	1. Cllr F Bould
Wrekin Landlords Association		1 Councillor	1. Cllr D White
Wrekin Housing Trust		1 Councillor	1. Cllr F R Picken
Telford & Wrekin Standing Advisory Council for Religious Education (SACRE)		3 Councillors	1. Cllr L Murray 2. Cllr K Guy 3. Cllr A Jhawar
Telford & Wrekin Council for Voluntary Services			
• Executive Committee		2 Councillors	1. Cllr A England 2. Cllr R Overton
• CVS Projects Ltd.		2 Councillors	1. Cllr A England 2. Cllr R Overton
Telford & The Wrekin Citizens Advice Bureau – Management Board		2 Councillors	1. Cllr A England 2. Cllr J Loveridge
Telford & Wrekin Flood Risk Management Board	<b>Cabinet Member: Public Health &amp; Protection</b>		1. Cllr R Overton
Community Health & Enterprise Centre (CHEC)		1 Councillor	1. Cllr G Green

REPRESENTATION ON OUTSIDE BODIES 2013-14 – NOMINATIONS

APPENDIX 1

Telford & Wrekin Retirement Association	<b>Mayor</b>		1. Cllr L Murray
Telford Christian Council - Executive Committee		1 Councillor	1. Cllr R Evans
Ironbridge Gorge World Heritage Site Strategy Group		1 Ward Councillor 1 Councillor	1. Cllr D Davies 2. Cllr C Turley
Wellington Centre Management Committee		2 Councillors	1. Cllr J Thompson 2. Cllr E Clare
Granville Country Park (Local Nature Reserve) Management Committee		1 Councillor	1. Cllr C Turley
Telford & Wrekin Home Start Management Committee		1 Councillor	1. Cllr J Loveridge
Woodside Regeneration Partnership	<b>Cabinet Member: Housing, Development &amp; Borough Towns</b>	1 Ward Councillor	1. Cllr C Smith 2. Cllr R Evans
Telford & Wrekin Local Admission Forum	<b>Cabinet Member: Children Young People &amp; Families</b>		1. Cllr P Watling
Telford Millennium Community Steering Group	<b>Cabinet Member: Housing, Development &amp; Borough Towns</b>	1 Ward Councillor	1. Cllr C Smith 2. Cllr K Austin
Ironstone (Lawley) Steering Group	<b>Cabinet Member: Housing, Development &amp; Borough Towns</b>		1. Cllr C Smith

REPRESENTATION ON OUTSIDE BODIES 2013-14 – NOMINATIONS

APPENDIX 1

Lightmoor/TWC Liaison Group	<b>Cabinet Member: Housing, Development &amp; Borough Towns</b>	2 Ward Councillors	1. Cllr C Smith 2. Cllr T Hope 3. Cllr C Mollett
<b>Companies Limited by Guarantee/Trusts/Charities, etc.</b>			
Park Lane Centre – (NB: appointed as a Director)		1 Councillor	1. Cllr K Guy
Madeley United Charities of Shropshire -		1 Councillor	1. Cllr A Mackenzie
Meeting Point Trust		3 Councillors	1. Cllr R Overton 2. Cllr C Mason 3. Cllr P Watling
Ironbridge Gorge Museum Trust		1 Councillor	1. Cllr C Turley
Telford Trust	<b>Cabinet Member: Leisure Services &amp; Culture</b>	3 Councillors	1. Cllr E Clare 2. Cllr A England 3. Cllr A Mackenzie 4. Cllr G Green

## **CABINET**

**Decision Notices and Minutes of a meeting of the Cabinet held on Thursday, 27th June, 2013 at 5.00 p.m. at the AFC Telford Learning Centre, Haybridge Road, Wellington, Telford**

**PUBLISHED ON WEDNESDAY, 3rd JULY, 2013**

**(DEADLINE FOR CALL-IN: MONDAY, 8th JULY, 2013)**

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

**ALSO PRESENT:** Councillor A.J. Eade (Conservative Group Leader), Councillor W.L. Tomlinson (Liberal Democrat/Independent Group Leader)

The Leader reported that Paul Clifford, Director of Care, Health & Wellbeing, was retiring from the Council on 5 July 2013. On behalf of the Council, he thanked Paul for all his many years of service and contribution to the achievements of the Council, and extended best wishes for his retirement.

### **CB-11      MINUTES**

**RESOLVED** – that the minutes of the meeting of the Cabinet held on 30th May 2013 be confirmed and signed by the Chairman.

### **CB-12      APOLOGIES FOR ABSENCE**

Councillor R.A. Overton

### **CB-13      DECLARATIONS OF INTEREST**

None

### **CB-14      SERVICE & FINANCIAL PLANNING – 2012/13 OUT-TURN AND 2013/14 UPDATE**

**Key Decision** identified as **Financial Monitoring – 2012/13 Out-turn and Initial Trends for 2013/14** in the Notice of Key Decisions published on 30 April 2013.

### **Recommendation to Full Council – not subject to Call-in**

Councillor W.A.M. McClements, Cabinet Member: Finance & Enterprise, presented the report of the Assistant Director: Finance, Audit & Information Governance, which informed Members of the final outturn position for

Revenue and Capital for 2012/13, and the initial trends for the current financial year.

The gross revenue budget for 2012/13 was £411m – and the net budget for reporting purposes was just over £126m. The revenue outturn position was within budget, with a final net under-spend of £0.06m (-0.04% of net budget). Given the context of having to make £19m of budget savings in 2012/13, this was a positive year-end position and thanks were extended to the management team, officers and Cabinet colleagues for their strong and effective financial management and the ability to drive out efficiencies. There had been a number of favourable variations during the year which contributed to the final out-turn position. These included further savings of £2.1m relating to vacant posts, £0.9m arising from treasury management activities, reduced fleet/transport costs, and a contingency balance of £1.7m at year end. Provision had been made to create the £2.5m one-off budget contingency for 2013/14 as approved as part of the agreed Service and Financial Planning Strategy.

There had been a number of service pressures experienced in 2012/13, particularly the cost of children in care placements (£2.7m overspend relating to both placements and the use of agency staff), adult care and support services (£5.5m overspend on purchasing care packages, although this was part mitigated by one-off funding from the NHS), winter maintenance costs (£0.324k overspend due to adverse weather conditions) and income shortfalls totalling £1.7m.

Capital spend ended the year at £62.8m, against an approved estimate of £79.7m, which was in the main due to re-phasing into 2013/14. The main scheme delays/re-phasing to 2013/14 were detailed in the report, along with a number of new approvals and virements.

Council Tax collection (£61m), Business Rates (£69m) and sales ledger income collection (£37m) were all slightly behind target for the year. However, this was in line with the national trend and reflected the current economic climate.

Summaries of the outturn on revenue and capital, along with major variations, were appended to the report.

The Council faced an even more challenging year in 2013/14, and there were some emerging issues and cost pressures. These were outlined in the report, along with measures being taken to control and monitor expenditure.

During the ensuing debate, the Opposition Group Leaders welcomed the balanced budget. Some questions were raised around the capital programme, particularly the likely impact of delays and re-phasing of schemes, as well as the projected shortfall in capital receipts in 2013/14, including implications on revenue spending. The Cabinet Member stressed that the main capital spending projects, such as school building and the Southwater development, were long term projects where the costs were spread over many years, with variations within individual years to be expected.

**RESOLVED – to RECOMMEND to COUNCIL that**

- (a) the Revenue out-turn position and related virements for 2012/13, shown in Appendix 3 of the report, and the transfer to reserves detailed in paragraph 6.4 of the report, be approved, subject to audit by the Council's external auditors;**
- (b) the Capital out-turn position and related supplementary estimates, virements and re-phasing, shown in Appendix 4 of the report, be approved;**
- (c) performance against income targets be noted;**
- (d) the initial pressure areas identified for 2013/14 be noted.**

**CB-15            PLANNING OF SCHOOL PLACES: PROPOSAL TO ESTABLISH A NEW PRIMARY SCHOOL IN LAWLEY**

**Key Decision** identified as **Ironstone School, Lawley** in the Notice of Key Decisions published on 30 April 2013.

Councillor P.R. Watling, Cabinet Member: Children, Young People & Families, presented the report of the Assistant Director: Education & Skills, which sought approval to establish a new primary school in the Lawley area to cater for the increasing numbers of children living there as a result of on-going housing development.

The increase in demand for primary school places in the Lawley area had so far been accommodated by expanding the capacity of the existing schools closest to the new housing developments. However, the continuing pace of development meant more primary school places were necessary, which the existing schools would be unable to provide. A primary school site had been designated within the new development, and it was forecast that a one form of entry school (210 places) was likely to be needed by September 2015.

The expected cost of the new school was £4.7m, which would be funded through a developer's contribution (via a Section 106 Agreement) of £3.6m and £1.1m from the Council's capital programme. It was anticipated that the new school would need to expand to provide a two form of entry school, and the central infrastructure would be designed and built to accommodate up to 420 pupils.

Under Government rules, the new school would have to be an academy, independent of the local authority. The report set out the processes that had to be followed to establish a new academy and to invite proposals/bids.

**RESOLVED –**

- (a) that the establishment of a new 210 place primary school within the Lawley area to open in September 2015 be approved;**

- (b) that authority be delegated to the Assistant Director: Education & Skills, in consultation with the Cabinet Member: Children, Young People & Families, to take the steps necessary to progress the new school, including inviting proposals under Section 6A of the Education and Inspections Act 2006 as amended by the Education & Inspections Act 2011.

**CB-16        REPRESENTATION ON OUTSIDE BODIES 2013/14**

**Non-Key Decision**

The Leader presented the report of the Assistant Director: Law, Democracy & Public Protection, which set out the appointments to outside bodies that the Council was required to make for 2013/14.

The list of outside bodies for which appointments were required for 2013/14 was appended to the report. Nominations had been sought from the political groups for those appointments that were not by position. The nominations received were shown in the Appendix.

**RESOLVED** – that the nominations to represent the Council on Outside Bodies for 2013/14, as set out in Appendix 1 of the report, be approved.

**CB-17        SCRUTINY REVIEW OF THE CHILDREN IN CARE PLACEMENT STRATEGY**

**Non-Key Decision**

Councillor M.G. Ion, Chair of the Children & Young People Scrutiny Committee, presented the Committee's report into the Council's Children in Care Placement Strategy.

The Committee had focussed on three main strands of enquiry:

- Whether current policies, procedures and practices kept children and young people in the Council's care safe?
- If the Council's strategy and processes for care placements offered the best value for money?
- What responsibility, if any, did the Council have for children placed in care in the Borough by other local authorities?

Thanks were expressed to the people who had provided evidence to the Committee, particularly foster carers and social workers, as well as senior Council officers and the Police. Visits to children in care were postponed, and, while it was recognised that the complex needs of many children in care made this challenging, it was hoped to meet with them at some point.

The Committee had concluded that the main strengths were the presence of a full time Director of Children's Services, which had made the lines of accountability much clearer, and joint working with other partner agencies, particularly the police. There were some areas that it was felt could and must be strengthened, and the report set out a number of recommendations aimed

at addressing the issues raised. The Chair highlighted, in particular, the recommendations around quality assurance of Systems and Processes and in relation to identifying the location of external children's homes in the Borough that cared for children placed by other authorities.

Councillor P.R. Watling, Cabinet Member for Children, Young People & Families, responded to the report on behalf of the Cabinet. He thanked the Committee for the thoroughness of their review, and felt it was really positive that there was broad agreement that the Council was moving in the right direction. The detailed response to each of the Scrutiny Committee's recommendations was appended to the report attached to the agenda. All the recommendations had been all or partially accepted, and actions identified to implement them. It was intended to bring together all the providers of children's care in Telford & Wrekin, by September 2013 with a view to encouraging co-operation across agencies and providers in order to better meet the needs of the young people in care.

Members commented on the relatively high numbers of children in care in Telford & Wrekin who were placed by other local authorities. It was recognised that this may arise from lower costs compared to other areas. It was also felt it was important that Elected Members, as Corporate Parents, continued to be involved in monitoring the Strategy and in visiting care homes where possible. The Scrutiny Chair advised that it was the intention that members of the Scrutiny Committee would visit children in residential care outside the Borough on an annual basis as part of its work programme.

#### **RESOLVED –**

- (a) that the recommendations made by the Children & Young People Scrutiny Committee be noted, and the response set out in paragraph 3.2 and Appendix 1 of the Cabinet Member's report, be approved;**
- (b) that authority be delegated to the Director of Children & Families Services, following consultation with the Cabinet Member: Children, Young People & Families, to implement the proposals made as a result of the review of the Children in Care Placement Strategy.**

The meeting ended at 6.02 pm.

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

**Jonathan Eatough**  
**Assistant Director: Law, Democracy & Public Protection**  
**Date: 3 July 2013**

**Signed:** .....

**Date:** .....