

## **BOROUGH OF TELFORD & WREKIN**

### **Minutes of the Annual Meeting of the Borough of Telford & Wrekin held on Thursday 23rd May 2013 at 6.30 p.m. at 'The Place', Oakengates, Telford, Shropshire**

#### **PRESENT:**

Councillors K.R. Guy (Mayor), R.K. Austin, S. Bentley, K.T. Blundell, F.M. Bould, E.J. Carter, E.A. Clare, D.G. Davies, N.A. Dugmore, A.J. Eade, C.B.A. Elliot, A.R.H. England, N.A.M. England, R.C. Evans, I.T.W. Fletcher, V.A. Fletcher, G.M. Green, E.J. Greenaway, K.R. Guy, T.J. Hope, M.B. Hosken, A.S. Jhawar, A. Lawrence, J. Loveridge, A.A. Mackenzie, C.N. Mason, A.D. McClements, W.A.M. McClements, J.C. Minor, C.P.R. Mollett, L.A. Murray, R.A. Overton, F.R. Picken, J. Pinter, G.C.W. Reynolds, S. Reynolds, H. Rhodes, K.S. Sahota, R.G. Scammell, J.M. Seymour, R.J. Sloan, C.F. Smith, M.J. Smith, A.J. Stanton, B.J. Thompson, K.L. Tomlinson, W.L. Tomlinson, C.R. Turley, P.R. Watling and D.R.W. White.

#### **1. WELCOME FROM MAYOR**

The Mayor welcomed civic dignitaries, Members and invited guests to the Annual Meeting of the Borough of Telford & Wrekin. In particular he noted the presence of Vice- Lord Lieutenant Edmund Thewles, Lieutenant Colonel Nick Jenkins representing The Rifles and Freeman of the Borough Liz Holt. The Mayor began by asking Members and guests to observe a minutes silence to mark the passing of Drummer Lee Rigby who had been killed at Woolwich on the 22<sup>nd</sup> of May. The thoughts of all those present were with Fusilier Rigby's family and friends at this very sad time.

Prior to the next item the Mayor presented a Certificate of achievement to Ashley Keegan of Madeley Academy who had received the High Sheriff's Citizenship award for his contribution to his community.

Ashley, a representative of children in care, was described as role model for others and fully deserving of recognition for his achievements.

#### **2. DECLARATION**

Councillor J.Pinter read the following declaration:

*"Colleagues, aware of our responsibilities to promote democracy and the well-being of all local people, on behalf of the Council, I make this re-commitment to our office as elected representatives.*

*Elected to serve the public good, we recognise that public office is a privilege granted by the people and not a right.*

*We, elected representatives of the people of Telford & Wrekin, declare that we will, to the best of our ability, uphold the Council's constitution and serve the community above any private or personal interest."*

Members signified their affirmation of the Declaration.

### **3. ELECTION OF SPEAKER**

It was moved by Councillor P.R. Watling, seconded by Councillor R.C. Evans that Councillor D.G. Davies be elected as Speaker of the Council. It was moved by Councillor J.M. Seymour, seconded by Councillor M.B. Hosken that Councillor I.T.W. Fletcher be elected as Speaker of the council. A vote was taken and it was:

**RESOLVED – that Councillor D.G. Davies be elected as Speaker of the Council for the municipal year 2013-14**

### **4. APPOINTMENT OF MAYOR**

It was moved by Councillor R.A. Overton, seconded by Councillor F.R. Picken that Councillor L.A. Murray be appointed as Mayor of the Council. Councillor A.J. Eade moved that Councillor M.B.Hosken be appointed Mayor, this was seconded by Councillor E.J. Carter. A vote was taken and it was:

**RESOLVED – that Councillor L.A. Murray be appointed as Mayor of the Council for the municipal year 2013-14.**

### **5. APPOINTMENT OF DEPUTY MAYOR**

It was moved by Councillor E.A. Clare, seconded by Councillor C.N. Mason, that Councillor M.J. Smith be appointed as Deputy Mayor. A vote was taken and it was:

**RESOLVED – that Councillor M.J. Smith be appointed as Deputy Mayor of the Council for the municipal year 2013-14.**

### **6. VOTE OF THANKS TO RETIRING MAYOR**

A vote of thanks to the retiring Mayor, Councillor K.R. Guy, was proposed by Councillor R.C. Evans and seconded by Councillor C.B.A. Elliott. Councillor Evans told the meeting that the retiring Mayor had carried out his Mayoral role with dedication and had been an exceptional ambassador for the Borough. He had also been an excellent Chairman of council meetings. Councillor C.B.A. Elliott paid tribute to the personal qualities of the outgoing Mayor and commended him on a fine year in office. A number of other Members also paid tribute to the retiring Mayor for all his hard work in representing the Borough over the past year.

**RESOLVED – that the Council recorded its thanks to the retiring Mayor, Councillor K.R. Guy for his service over the 2012-13 term of office.**

### **7. REPLY TO VOTE OF THANKS**

In response, the retiring Mayor thanked his partner Gary, his parents and Grandfather, Councillor R.C. Evans and Mayoral staff for their support during the year. He also thanked Nick Holding and Adrian Osborne from the Shropshire & Telford Hospital Trust for their support with his charitable fund raising for the new Women and Children's Unit at The Princess Royal Hospital, Telford. The "Caring for our future appeal" was to raise money for a fun, learning, high-tech facility at the new Women and Children's Unit at the Princess Royal Hospital in Telford. The appeal focussed on supporting young patients to "thrive, learn and play" and the facilities could include a special garden room and an internal classroom. He felt sure that the newly appointed Mayor would do an outstanding job in the next year.

Highlights of his year included the Queen's visit to Cosford and the arrival of the Olympic torch in the Borough. He had also been immensely proud to meet the Borough's Olympians and Paralympians. An estimated total of £45K had been raised for his chosen charity, the Women & Children's unit at Princess Royal Hospital.

## **8. APOLOGIES FOR ABSENCE**

Councillors S.P. Burrell, S. Davies, M.G. Ion and R.T. Kiernan

## **9. DECLARATIONS OF INTEREST**

None.

## **10. MINUTES**

**RESOLVED - that the minutes of the Meeting of the Council held on 2nd May, 2013 be confirmed and signed by the Speaker.**

## **11. ANNOUNCEMENTS**

The Mayor, Councillor L.A. Murray, told the meeting that it was a great privilege to be Mayor of the Borough. He thanked family, friends, colleagues and Mayoral staff for their support. He also paid tribute to the outgoing Mayor's excellent year in office.

His chosen charities were the Severn Hospice (Telford) and Wellington Cottage Care Trust .

## **12. APPOINTMENT OF CABINET**

Councillor K.S. Sahota, leader of the Council, welcomed Members and guests to the Annual meeting and notified the meeting of Cabinet appointments.

Councillor Sahota reflected on some memorable moments from the previous year. In particular he noted the Queen's visit, the Olympic flame and the successes of Paralympians Mickey Bushell and Danni Brown.

The year had been a difficult one in the face of significant public spending reductions. The values and priorities of the Co-operative council were clear to see and significant achievement had been made:

- Volunteer snow wardens scheme
- The growing number of town & parish councils working with the Borough to provide environmental action teams to improve their areas
- The council's commitment to the way we live-- values of openness, honesty fairness, respect, involvement and ownership – one of the only Councils to publish its expenditure above £100 and inviting filming of meetings – a direct result of the Transparency Policy.
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The number one priority was to fight hard for jobs and growth, making Telford a place to do business. Jobs and growth would provide opportunities and create wealth for the people of the Borough. Key points were:

- A Business winning and supporting culture
- Opening of First Point for business to make it easier for companies to contact and do business with the Council
- Reducing bureaucracy, making the planning process simpler.
- Small Business Loans Fund – which had already lent over £200,000 to local firms to help protect and create jobs.
- Southwater development taking shape
- More focus on developing commercial opportunities to create income, eg housing rental market
- 125 Apprentices working for the council and 300 apprenticeships created in local businesses
- 22,000 people and 120 businesses signed up to Telford Loyalty Card
- Stabilisation scheme in Jackfield to protect The Gorge

The future presented a number of challenges:

- Tackling unemployment
- Reducing Health Inequality
- Narrowing the gap between most affluent and deprived areas of Borough

Despite significant spending cuts the Leader told the meeting that the council was determined to move forward, tackling challenges and adapting to change.

**RESOLVED** – that the Membership of the Cabinet, as notified by Councillor K.S. Sahota, be appointed for the municipal year 2013-14 as set out in Appendix 1 to these Minutes.

**13. APPOINTMENT OF COMMITTEES, COMMISSIONS, BOARDS, ETC.**

Proposals for the appointment of Committees, Commissions and Boards, etc. in accordance with the political balance of the Council had been submitted. A vote was taken and it was:

**RESOLVED** – that the internal bodies for the municipal year 2013-14, (including the appointment of Chairmen and Vice-Chairmen) be appointed as set out in Appendix 2 to these Minutes.

**14. PROGRAMME OF ORDINARY MEETINGS OF THE COUNCIL**

The programme of dates for ordinary meetings of the Council for 2013/14 would be as follows:

<b>2012</b>	<b>2013</b>
Thursday 11 July Thursday 12 September Thursday 21 November	Thursday 23 January Thursday 27 February Thursday 1 May

**Mayor:** .....

**Date:** .....

The meeting ended at 7.26 p.m.

## APPENDIX 1

<b>Cabinet Member</b>	<b>Area of Responsibility</b>
Cllr Kuldip Sahota	Leader
Cllr Richard Overton	Deputy Leader & Cabinet Member for Public Health & Public Protection
Cllr Paul Watling	Children, Young People & Families
Cllr Shaun Davies	Neighbourhood Services, Employment & Skills
Cllr Liz Clare	Leisure Services & Culture
Cllr Charles Smith	Housing, Development & Borough Towns
Cllr Arnold England	Adult Social Care
Cllr Bill McClements	Finance & Enterprise
Cllr Hilda Rhodes	Customer Services, Libraries & Transport

## APPENDIX 2

### GOVERNANCE

<b>Standards Committee – 7 Seats</b>	
<b>Cllr S. Davies (Lab) – Vice Chair</b> <b>Cllr N.A.M. England (Lab) – Chair</b> Cllr R.C. Evans (Lab) Cllr T.J. Hope (Con) Cllr M.B. Hosken (Con) Cllr A.D. McClements (Lab) Cllr A.J. Stanton (Con)	

<b>Audit Committee – 7 Seats</b>	
Cllr R.K. Austin (Lab) <b>Cllr D.G. Davies (Lab) – Vice Chair</b> Cllr I.T.W. Fletcher (Con) Cllr A.A. Meredith (Con) Cllr S.A.W. Reynolds (Lab) <b>Cllr R.J. Sloan (Lab) - Chair</b> Cllr W.L. Tomlinson (Lib Dem/I)	

<b>Council Constitution Committee – 7 Seats</b>	
Cllr A.J. Eade (Con) Cllr R.C. Evans (Lab) Cllr I.T.W. Fletcher (Con) Cllr G.M. Green (Lib Dem/I) Cllr K.R. Guy (Lab) <b>Cllr C.F. Smith (Lab) – Vice Chair</b> <b>Cllr M.J. Smith (Lab) - Chair</b>	

<b>Boundary Review Committee - 7 Seats</b>	
Cllr K.T. Blundell (Lib Dem/I) Cllr S. Davies (Lab) Cllr N.A. Dugmore (Con) Cllr A.J. Eade (Con) Cllr A.D. McClements (Lab) <b>Cllr R.A. Overton (Lab) – Vice-Chair</b> <b>Cllr R.J. Sloan (Lab) – Chair</b>	

### REGULATORY

### ***Planning Committee – 9 Seats***

Cllr N.A. Dugmore (Con)  
Cllr I.T.W. Fletcher (Con)  
Cllr K.R. Guy (Lab)  
Cllr A.S. Jhawar (Lab)  
Cllr R.T. Kiernan (Con)  
**Cllr J.C. Minor (Lab) – Chair**  
Cllr G.C.W. Reynolds (Lab)  
**Cllr S.A.W. Reynolds (Lab) – Vice Chair**  
Cllr C.R. Turley (Lab)

#### **Lab Subs**

Cllr J. Loveridge  
Cllr A.A. Mackenzie  
Cllr C.N. Mason  
Cllr R.J. Sloan  
Cllr M.J. Smith  
Cllr B.J. Thompson

#### **Con Subs**

Cllr V.A. Fletcher  
Cllr A.A. Meredith  
Cllr C.P.R. Mollett

### ***Licensing Committee – 10 Seats***

Cllr T.J. Hope (Con)  
Cllr A.A. Mackenzie (Lab)  
**Cllr C.N. Mason (Lab) – Chair**  
Cllr R.G. Scammell (Con)  
Cllr J.M. Seymour (Con)  
Cllr R.J. Sloan (Lab)  
Cllr M.J. Smith (Lab)  
Cllr B.J. Thompson (Lab)  
Cllr K.L. Tomlinson (Lib Dem/I)  
**Cllr C.R. Turley (Lab) – Vice Chair**

#### **Lab Subs**

#### **Con Subs**

**Lib Dem/Ind**  
Vacancy

### **SCRUTINY**

### ***Scrutiny Management Board – 7 Seats***

Cllr V.A. Fletcher (Con)  
Cllr M.G. Ion (Lab)  
Cllr A.D. McClements (Lab)  
Cllr C.P.R. Mollett (Con)  
Cllr S.A.W. Reynolds (Lab)  
Cllr C.R. Turley (Lab)  
**Cllr D.R.W. White (Lab) – Chair**

### ***Scrutiny Committee – Finance & Budget – 8 Seats***

Cllr R.K. Austin (Lab)  
Cllr R.C. Evans (Lab)  
Cllr K.R. Guy (Lab)  
Cllr A. Lawrence (Con)

Cllr C.P.R. Mollett (Con) Cllr G.C.W. Reynolds (Lab) <b>Cllr S.A.W. Reynolds (Lab) - Chair</b> Cllr A.J. Stanton (Con)	
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<b>Scrutiny Committee – Children &amp; Young People – 8 Seats</b>	
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Cllr S.P. Burrell (Con) Cllr G.M. Green (Lib Dem/I) Cllr E.J. Greenaway (Con) <b>Cllr M.G. Ion (Lab) - Chair</b> Cllr J. Loveridge (Lab) Cllr A.A. Mackenzie (Lab) Cllr J. Pinter (Lab) Cllr C.R. Turley (Lab)	
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<b>Scrutiny Committee – Co-operative &amp; Community – 8 Seats</b>	
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Cllr N.A.M. England (Lab) Cllr E.J. Greenaway (Con) Cllr T.J. Hope (Con) Cllr A.S. Jhawar (Lab) <b>Cllr A.D. McClements (Lab) – Chair</b> Cllr J. Pinter (Lab) Cllr B.J. Thompson (Lab) Cllr K.L. Tomlinson (Lib Dem/I)	
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<b>Scrutiny Committee – Health &amp; Adult Social Care – 8 Seats</b>	
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Cllr F.M. Bould (Lab) Cllr R.C. Evans (Lab) Cllr V.A. Fletcher (Con) Cllr A.A. Meredith (Con) Cllr J.C. Minor (Lab) Cllr F.R. Picken (Lab) Cllr J.M. Seymour (Con) <b>Cllr D.R.W. White (Lab) – Chair</b>	
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<b>Scrutiny Committee – Housing, Economy &amp; Infrastructure – 8 Seats</b>	
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Cllr E.J. Carter (Con) Cllr C.N. Mason (Lab) Cllr C.P.R. Mollett (Con) Cllr J.M. Seymour (Con)	
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Cllr R.J. Sloan (Lab) Cllr B.J. Thompson (Lab) Cllr K.L. Tomlinson (Lib Dem/I) <b>Cllr C.R. Turley (Lab) – Chair</b>	
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<b>Joint Health &amp; Overview Scrutiny Committee – 3 Seats</b>	
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Cllr V.A. Fletcher (Con) Cllr J.C. Minor (Lab) <b>Cllr D.R.W. White (Lab) – Chair</b>	
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**PERSONNEL**

<b><i>Appeals Committee – 7 Seats</i></b>	
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Cllr K.T. Blundell (Lib Dem/Ind) Cllr C.B.A. Elliott (Lab) <b>Cllr R.C. Evans (Lab) – Vice Chair</b> <b>Cllr K.R. Guy (Lab) – Chair</b> Cllr A. Lawrence (Con) Cllr A.A. Meredith (Con) Cllr M.J. Smith (Lab)	
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<b><u>Lab Subs</u></b> Cllr E.A. Clare Cllr A.D. McClements Cllr R.J. Sloan Vacancy <b><u>Con Subs</u></b> Cllr V.A. Fletcher Cllr R.G. Scammell
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<b><i>Personnel Committee – 7 Seats</i></b>	
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Cllr S.P. Burrell (Con) Cllr E.A. Clare (Lab) Cllr S. Davies (Lab) Cllr A.J. Eade (Con) Cllr K.R. Guy (Lab) <b>Cllr R.A. Overton (Lab) – Vice Chair</b> <b>Cllr K.S. Sahota (Lab) – Chair</b>	
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<b><i>Employee JICF – 7 Seats</i></b>	
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Cllr R.K. Austin (Lab) Cllr K.T. Blundell (Lib Dem/I) Cllr S.P. Burrell (Con) Cllr A.J. Eade (Con) Cllr R.C. Evans (Lab) <b>Cllr R.A. Overton (Lab) – Vice Chair</b> <b>Cllr K.S. Sahota (Lab) – Chair</b>	
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<b><u>Lab Subs</u></b> Cllr W.A.M. McClements Cllr P.R. Watling
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## OTHER

<b>Health &amp; Wellbeing Board – 14 Seats</b>	
Cllr E.A. Clare P. Clifford Cllr A.R.H. England D. Evans Cllr G.M. Green D. Harrison <b>Dr M. Innes – Vice Chair</b> L. Johnston <b>Cllr R.A. Overton – Chair</b> Cllr J.M. Seymour D. Urwin/D. Wickham Cllr P.R. Watling Dr. C. Woodward TBC	Cabinet Member – Leisure Services & Culture Director for Adult Social Care, TWC Cabinet Member – Adult Social Care Chief Operating Officer, Telford & Wrekin CCG Lib Dem/Independent Group Non-Executive Director, Telford & Wrekin CCG Chair, Telford & Wrekin CCG Director for Children’s Services, TWC Cabinet Member - Public Health Conservative Group NHS Commissioning Board Cabinet Member – Children, Young People & Families Director of Public Health, TWC Healthwatch

NB: Appointed by Council on 7 March 2013

<b><i>Combined Fire Authority</i></b>	
Cllr F.M. Bould (Lab) Cllr E.J. Carter (Con) Cllr R.T. Kiernan (Con) Cllr F.R. Picken (Lab) Cllr G.C.W. Reynolds (Lab) Cllr B.J. Thompson (Lab)	

## MAYORAL ENGAGEMENTS 23<sup>rd</sup> April 2013 – 1<sup>st</sup> July 2013

### Cllr K Guy

- |              |                        |                       |   |
|--------------|------------------------|-----------------------|---|
| <b>April</b> | <b>23<sup>rd</sup></b> | <b>DM</b>             | St George's Day Thanksgiving Service at St Georges Parish Church, St Georges  |
|              | <b>25<sup>th</sup></b> | <b>DM</b>             | Opening of "Stream" Exhibition at Footprint Gallery, Fusion, Jackfield Tile Museum                                  |
|              | <b>26<sup>th</sup></b> | <b>M</b><br><b>DM</b> | Mayor's Charity Ball, The Mill, Madeley Court Hotel, Telford  |
|              | <b>27<sup>th</sup></b> | <b>M</b>              | Granting of the Freedom of Birmingham to the Rifles, Victoria Square, The Council House, Birmingham                 |
|              |                        | <b>DM</b>             | Opening of Fusion Theatre School, Oaktree Centre, Lightmoor Village, Telford  |
| <b>May</b>   | <b>3<sup>rd</sup></b>  | <b>M</b>              | Opening of Lawley Farmhouse, Lawley Farm, Dawley Road, Telford  |
|              | <b>8<sup>th</sup></b>  | <b>DM</b>             | University of Wolverhampton 21years Celebration at Thomas Telford Dining Room, University of Wolverhampton, Telford |
|              | <b>10<sup>th</sup></b> | <b>M</b>              | From Here to Maternity Charity Walk from Royal Shrewsbury Hospital to Princess Royal Hospital                       |
|              | <b>11<sup>th</sup></b> | <b>DM</b>             | Spring Synod at Dawley Christian Centre, Telford  |
|              | <b>14<sup>th</sup></b> | <b>DM</b>             | Age UK Afternoon of Entertainment, The Place, Oakengates  |
|              | <b>15<sup>th</sup></b> | <b>M</b>              | PRH 'Golden Bolt' Installation at Princess Royal Hospital, Apley, Telford   |
|              |                        |                       | <b>DM</b>   |
|              |                        | <b>M</b>              | Caring for our Future Appeal Quiz Night at The Place, Oakengates  |

# B

- 18<sup>th</sup>**    **M**    Re-Dedication of Wellington Fire Station,  
Haybridge Road, Wellington
- M**    Stay – World Record Breaking Attempt  
**DM**    Telford Shopping Centre,
- 19<sup>th</sup>**    **DM**    Shrewsbury Town Council – Mayor’s  
Sunday at Shrewsbury Castle, Shrewsbury
- DM**    Bridgnorth Town Council Civic Service at St  
Mary Magdalene Church, East Castle Street,  
Bridgnorth
- 21<sup>st</sup>**    **DM**    Opening of the Quaker Tapestry at The  
Gallery, Engine Shop, Coalbrookdale,  
Telford
- 22<sup>nd</sup>**    **DM**    Citizenship Ceremony at Register Office,  
Wellington, Telford
- 23<sup>rd</sup>**    **M**    AGM and Mayor Making Ceremony at The  
**DM**    Place, Oakengates

**MAYORAL ENGAGEMENTS**  
**23<sup>rd</sup> April 2013 – 1<sup>st</sup> July 2013**

**Cllr L Murray**

**June**

- 1<sup>st</sup> M** Hadley Centre Regeneration Official Opening, Hadley
- DM** Boxing Academy Evening at The Whitehouse Hotel, Wellington
- 2<sup>nd</sup> M** Queen's Coronation Service at Shrewsbury Abbey, Shrewsbury
- M** The Big Lunch at Abbeyfield House, Holyhead Road, Wellington
- 7<sup>th</sup> DM** Business Networking International, The Holiday Inn, Telford
- 8<sup>th</sup> M** Club 2000 Sport and Leisure Club for the Disabled at Abraham Darby Sports & Leisure Centre, Madeley
- 9<sup>th</sup> M** RAF Cosford Air Show at RAF Cosford
- 10<sup>th</sup> M** Fire Brigade Long Service and Good Conduct Medal Ceremony at Theatre Severn, Shrewsbury
- 14<sup>th</sup> M** Shropshire Chamber of Commerce Business Awards at Telford International Centre
- 15<sup>th</sup> M** Shropshire & Newport Canals Trust AGM at Wappenshall Wharf, Wappenshall, Wellington
- M** Performance of Grease at Oakengates Theatre, Telford
- 16<sup>th</sup> M** Mayor's Civic Service at Wellington Methodist Church, Wellington
- 17<sup>th</sup> M** 21<sup>st</sup> Birthday of the University of Wolverhampton at the Harrison Learning Centre, City Campus

# B

- 18<sup>th</sup>** **M** Invest in Telford Launch Event at the International Centre, Telford
- DM** Opening of Telford Kwik Fit Garage at Stafford Park 4, Telford
- 19<sup>th</sup>** **M** Telford Energy Savers Launch at the Park Inn, Telford
- M** Citizenship Ceremony, Registry Office, Wellington
- 20<sup>th</sup>** **M** Telford College Employability Summit at Telford College of Arts and Technology, Wellington
- 21<sup>st</sup>** **M** Impact Open Day at The Peoples Centre, High Street, Madeley, Telford
- 22<sup>nd</sup>** **M** Official Opening of Coalport Art Gallery at United Art Space, John Rose Studios, Coalport
- 23<sup>rd</sup>** **M** Oswestry Town Council Mayor's Civic Service at St Oswald's Church, Oswestry
- M** Chairman's Civic Service at South Staffordshire Council at The Church at Perton, Anders Square, Perton
- DM** Wem Town Council Civic Service at St Peter and Paul's Church, High Street, Wem
- 25<sup>th</sup>** **M** Opening of Pit Profiles, Coalbrookdale Gallery, Enginuity, Coalbrookdale
- 26<sup>th</sup>** **M** Shropshire Independent Advocacy Scheme Launch Day, King Street, Wellington
- 28<sup>th</sup>** **M** YSS Mental Health Conference – Offenders in the Community at The Park Inn, Telford
- M** Community Art Exhibition at Wellington Methodist Church, Wellington
- M** Wolverhampton Debate – Healthy, Wealthy & Wise at WV1 Restaurant at Molineux Stadium, Wolverhampton

# B

**29<sup>th</sup>** **M** Wrekin College Speech Day, Wrekin College Sports Hall, Wellington

**M** Community Art Exhibition at Wellington Methodist Church

**30<sup>th</sup>** **DM** Hollinswood & Randlay Fun Day at Hollinswood Pavilion & Field, Telford

**M** Mayor's Charity Open House Tea Party at Holyhead Road, Wellington

## July

**1st** **M** Jacob's Jams and Spices- Brunch Discussion at Jacob's Jams & Spices Ltd, Wulfrun House, Wolverhampton

## TELFORD & WREKIN COUNCIL

COUNCIL – 11 JULY 2013

### REPORT OF CABINET – FOR INFORMATION ONLY

#### MATTERS DETERMINED BY THE CABINET

## 1.0 INTRODUCTION

This report sets out those matters determined by the Cabinet at its meetings on 25<sup>th</sup> April, 30<sup>th</sup> May and 27<sup>th</sup> June 2013.

## 2.0 CABINET BUSINESS

Matters that have been determined by Cabinet are listed below:

### 2.1 25<sup>th</sup> April 2013

- 2.1.1 'Destination Telford' – Delivering Growth and Shaping Places
- 2.1.2 School Organisation – Behaviour Review/Jigsaw School
- 2.1.3 Information Governance Strategy 2012/13 to 2015/16
- 2.1.4 Regeneration of Brookside Centre
- 2.1.5 Housing Investment Programme
- 2.1.6 Disposal of Operational Properties – Asset Disposals

### 2.2 30<sup>th</sup> May 2013

- 2.2.1 'Shaping Places' Local Plan – Strategy & Options
- 2.2.2 Designation of a Neighbourhood Plan Area for Newport
- 2.2.3 Telford & Wrekin Multi-Agency Strategy for Carers 2013 - 2016
- 2.2.4 The Annual Governance Statement 2012/13
- 2.2.5 Marches Local Transport Body
- 2.2.6 Regulation of Investigatory Power Act 2000
- 2.2.7 Building Schools for the Future Programme – Approval of Business Case for Southall School, Dawley

### 2.3 27<sup>th</sup> June 2013

- 2.3.1 Service & Financial Planning – 2012/13 Out-Turn and 2013/14 Update
- 2.3.2 Planning of School Places: Proposal to Establish a New Primary School in Lawley
- 2.3.3 Representation on Outside Bodies 2013/14
- 2.3.4 Scrutiny Review of the Children in Care Placement Strategy

### 3.0 DELEGATION OF POWERS GRANTED BY THE CABINET

REPORT HEADING	DELEGATION GRANTED TO	DETAIL OF DELEGATION GRANTED
'Destination Telford' – Delivering Growth and Shaping Places	Director: Development, Business & Customer Services	In consultation with the Lead Cabinet Member, to undertake all necessary actions to deliver the Programme.
Regeneration of Brookside Centre	<p>Director: Development, Business &amp; Customer Services</p> <p>Assistant Director: Law, Democracy &amp; Public Protection</p>	<p>To take all actions necessary to facilitate the delivery of the Local Centre masterplan, including the letting of tenders and commissioning of further design works.</p> <p>To seal or sign any documents required to give effect to the resolutions.</p>
Housing Investment Programme	<p>Director: Development, Business &amp; Customer Services</p> <p>Director: Development, Business &amp; Customer Services</p> <p>Director: Development, Business &amp; Customer Services</p>	<p>In consultation with the Cabinet Member for Resources &amp; Service Delivery and Cabinet Member for Neighbourhood Services and Co-operative Council, to allocate resources as detailed in Section 6 of the report to complete a full viability assessment for the Stage 1 process.</p> <p>In consultation with the Cabinet Member for Resources &amp; Service Delivery and Cabinet Member for Neighbourhood Services and Co-operative Council, to explore structures available to achieve the objectives contained within this report and includes such sites as are appropriate to ensure viability of the proposal.</p> <p>In consultation with the Cabinet Member for Resources &amp; Service Delivery and Cabinet Member for Neighbourhood Services and Co-operative Council, to consider alternative and additional sites to be</p>

# C

REPORT HEADING	DELEGATION GRANTED TO	DETAIL OF DELEGATION GRANTED
	Assistant Director: Law, Democracy & Public Protection	<p>included as part of Stage 1 to increase the viability of the proposal.</p> <p>To execute all legal documentation necessary to give effect to the resolutions to take this programme forward.</p>
Disposal of Operational Properties – Asset Disposals	<p>Director: Development, Business &amp; Customer Services</p> <p>Director: Development, Business &amp; Customer Services</p> <p>Assistant Director: Law, Democracy &amp; Public Protection</p>	<p>In consultation with the Cabinet Member for Resources &amp; Service Delivery, to negotiate and dispose of freehold interests in the operational properties/land as detailed in the report.</p> <p>To submit necessary planning applications as detailed within the report.</p> <p>To seal or sign any documents required to give effect to the resolutions.</p>
Marches Local Transport Body	<p>Assistant Director: Neighbourhood &amp; Leisure Services</p> <p>Assistant Director: Law, Democracy &amp; Public Protection</p>	<p>In consultation with the Cabinet Member for Finance &amp; Enterprise to finalise the Council’s input to the assurance framework to be ratified at the July meeting of the Marches LTB.</p> <p>To agree and execute all necessary documentation to give effect to the resolutions.</p>
Building Schools for the Future Programme – Approval of Business Case for Southall School, Dawley	<p>Director: Development, Business &amp; Customer Services</p> <p>Director: Development, Business &amp; Customer Services</p>	<p>In consultation with the Cabinet Member for Children, Young People &amp; Families, be authorised to award the Single School Design &amp; Build contract to Shepherd Construction Limited and to enter into all related contract documents.</p> <p>In consultation with the Cabinet Member for Children, Young People &amp; Families, be authorised to enter into an early works agreement with</p>

# C

REPORT HEADING	DELEGATION GRANTED TO	DETAIL OF DELEGATION GRANTED
	Assistant Director: Law, Democracy & Public Protection	<p>Shepherd Construction Ltd, prior to the signing of the main contract, to allow key works to be undertaken in the school summer holidays.</p> <p>To execute all necessary documentation, including the affixing of the common seal of the Council to contractual documentation as appropriate.</p>
Planning of School Places: Proposal to Establish a New Primary School in Lawley	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 and Inspections Act 2011.
Scrutiny Review of the Children in Care Placement Strategy	Director of Children & Families Services	Following consultation with the Cabinet Member for Children, Young People & Families, to implement the proposals made as a result of the review of the Children in Care Placement Strategy.
<b>LEGAL COMMENT</b> <b>FINANCIAL COMMENT</b> <b>LINKS WITH CORPORATE PRIORITIES</b> <b>RISKS AND OPPORTUNITIES</b> <b>ENVIRONMENTAL IMPACT</b> <b>EQUALITY &amp; DIVERSITY</b> <b>WARD IMPLICATIONS</b>	As described in each report considered by Cabinet. Copies of all reports have been previously circulated to all Members of the Council	

**TELFORD & WREKIN COUNCIL**

**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 321CiCat 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>	-0.193 +0.296 -0.375
<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>	-0.370 -0.106 -0.240 -0.115
<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,, groundworks 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

2012/13 Revenue Budget Variations							
Description		Budget	Outturn	Variance	Corporate	Service	Comments
		£	£	£	£	£	
People Services	Cemeteries - Support Services	16,890	8,670	(8,220)	(8,220)		Variation on support service recharges
	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.

2012/13 Revenue Budget Variations							
Description		Budget	Outturn	Variance	Corporate	Service	Comments
		£	£	£	£	£	
	Mens Health - employees		67,100	67,100		67,100	Salaries & related expenditure to deliver this service, offset by income below.
	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	

2012/13 Revenue Budget Variations							
Description	Budget	Outturn	Variance	Corporate	Service	Comments	
	£	£	£	£	£		
Variances 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>		
<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.	

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

**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 "passport" 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		
	3,079,462		-
<b>Education &amp; Skills</b>			
Grant Income	296,171	Staffing	193,059
		Home to School Transport - operational	103,112
	296,171		296,171
<b>Family &amp; Cohesion Services</b>			
Integrated Planning, Placements and Commissioning - Commissioning Children	59,780	Integrated Planning, Placements and Commissioning - Family Placements	59,780
	59,780		59,780

## 2012/13 Revenue Virements Required

<u>Virements To:</u>	£	<u>Virements From:</u>	£
<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		
	<u>1,167,097</u>		<u>949,982</u>
<b>Development, Business &amp; Housing</b>			
Bldg Regulations Income	100,580	Planning Business Mgt. Account - Employer	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		
	<u>805,584</u>		<u>805,584</u>
<b>Care &amp; Support</b>			
Purchasing Care - all client groups	5,500,000	Income - Funding from PCT	2,700,000

## 2012/13 Revenue Virements Required

<u>Virements To:</u>	£	<u>Virements From:</u>	£
Care Leavers	703,158	Income - Other DOH Funding	2,030,000
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 - Toilet	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

COUNCIL 11 JULY 2013

'SHAPING PLACES' LOCAL PLAN – STRATEGY & OPTIONS

REPORT OF ASSISTANT DIRECTOR: PLANNING SPECIALIST

### PART A) – SUMMARY REPORT

#### 1 SUMMARY OF MAIN PROPOSALS

- 1.1 Telford & Wrekin Council is preparing a new Local Plan called 'Shaping Places'. It will bring forward planning policies to support growth, job creation and sustainable development in the borough up to 2031, responding positively to the revised national approach to plan-making introduced last year.
- 1.2 The Strategy & Options document has been produced following engagement with key stakeholders and seeks views on the proposed strategy for development in advance of preparation of the Local Plan.
- 1.3 Cabinet approved the Strategy & Options document on 30<sup>th</sup> May for public consultation and recommended Council approve the document.

#### 2 RECOMMENDATIONS

##### **2.1 Council approve the Strategy & Options document**

#### 3 SUMMARY IMPACT ASSESSMENT

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	The Council's priorities have been reflected in the vision, aims and objectives of the Strategy & Options document to ensure the plan, and any associated development which arises from it, contributes positively to all of them. For example, the document addresses the role of development in addressing local housing needs and regeneration of existing communities
	Will the proposals impact on specific groups of people?	
	Yes	The document relates to the whole Borough and communities who live, work and visit the area. The consultation will be open to everyone and takes into account the need to employ different methods to ensure the widest possible response. The methods used will accord with the Statement of Community Engagement approved by Cabinet in December 2012
<b>TARGET COMPLETION/ DELIVERY DATE</b>	Consultation on the Strategy & Options document commenced on 10th June and will run to 26 <sup>th</sup> July	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	The preparation of and consultation on the Strategy & Options document will be resourced and funded from existing budgets and available reserves. Financial advice and support will be provided as necessary throughout the consultation process. JAC 18/04/13
<b>LEGAL ISSUES</b>	Yes	Inviting representations on the Strategy and Options document is part of the Council's consultation and engagement which is being undertaken in advance of the more formal processes to be followed prior to adoption of the Local Plan. Full Council needs to approve this consultation document. However, on 30 <sup>th</sup> May 2013, it was considered appropriate for Cabinet to give its approval to the document in order for the consultation process to begin as soon as possible.

<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	Yes	<p>Having a Local Plan which covers the period up to 2031 provides the opportunity to establish a clear planning framework for future development in the borough. This will provide long term certainty and confidence to investors who will want to take advantage of the opportunities. Well planned development will benefit local communities directly by providing good quality places to live, work and visit and indirectly through an improved local economy which enhances economic prospects and quality of life.</p> <p>In accordance with the National Planning Policy Framework, development of the Local Plan is subject to formal processes including a Sustainability Appraisal and Habitats Regulation Assessment. This ensures that any potential impacts are identified and either removes or mitigates any adverse effects.</p>
<b>IMPACT ON SPECIFIC WARDS</b>	Yes	Borough wide impact

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

### **4 INFORMATION**

- 4.1 The Council is producing a new Local Plan for the borough called ‘Shaping Places’. It will replace the existing Core Strategy and policies saved from the Wrekin Local Plan. As set out in the Local Development Scheme, approved by Cabinet in February 2013, the new plan is scheduled for adoption in January 2015 and will run to 2031. It will assist in delivering current priorities around the economy, housing, regeneration and support the retention and development of services. It will also be a powerful tool in the support of growth, allowing the Council to manage the location, scale and pace of development and provide clarity and certainty to developers on development opportunities, helping to build market confidence.
- 4.2 Since the Core Strategy was adopted in 2007 there have been significant changes in the rules of plan making, including the publication of the National Planning Policy Framework (NPPF) which sets out the Government’s requirements for Local Plans and associated planning decisions.
- 4.3 The NPPF mirrors many of the Councils priorities, with a “presumption in favour of Sustainable Development”. “Sustainable” in the sense of ensuring better lives for everyone and “Development” in terms of “positive growth”, meeting the housing needs of a growing population, creating vibrant, well educated, healthy communities and achieving a high quality built and natural environment. Significant emphasis is placed on establishing a strong, competitive economy through inward investment and job creation.
- 4.4 The Local Plan plays a significant role in the delivery of the Council’s budget strategy, enabling housing and employment development that will attract new homes bonus, council tax, business rates and developer contributions, supporting economic growth and sustaining local communities.
- 4.5 The national framework also recognises the importance of having “sufficient land of the right type available in the right places and at the right time to support growth and innovation” and the need to “coordinate development requirements, including the provision of infrastructure”. As well as setting out the scale and distribution of development, the Local Plan will look at the phasing of development, ensuring priorities, such as the regeneration of Target Intervention Area’s are addressed. With regard to infrastructure, while there is a good existing network, an Infrastructure Delivery Plan is being prepared in parallel with the local plan to ensure this is adequately planned to accommodate and support growth.
- 4.6 The Plan will be subject to examination by a Government appointed Planning Inspector who will test the compliance of the Plan with National Strategy and that it is responding to local priorities, including those identified in the Council’s Community Strategy and through a process of ongoing engagement with partners.

4.7 Stakeholders, including representatives from a range of organisations such as the West Mercia Police, Telford Business Board, Health & Wellbeing Board, Homes and Community Agency, house builders and parish councils, have been consulted in developing initial strategy proposals. There has been general support for growth, with a number of key messages the plan needs to address, including:

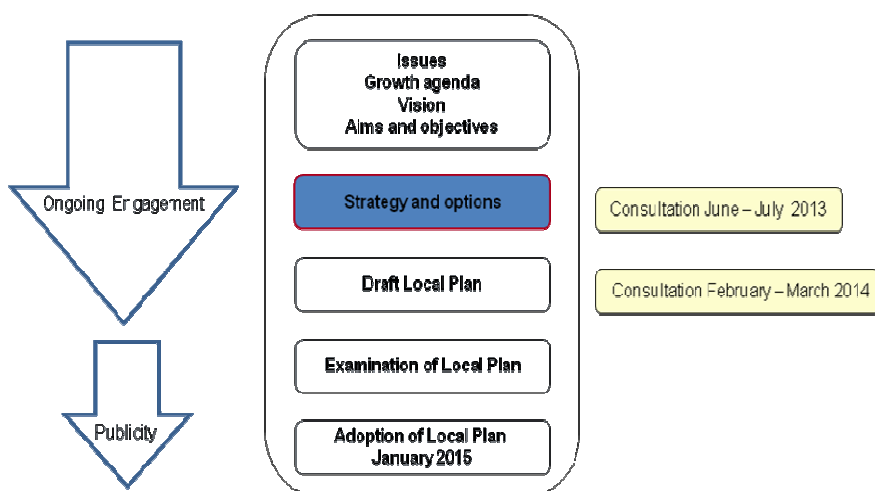
- Reducing inequality between communities and providing a choice of homes to meet different needs
- Regenerating existing communities
- Supporting job growth
- Providing certainty on planning requirements to help investment
- Linking up with service providers to ensure they make provision for areas of growth
- Enhancing the image of Telford in order to attract investment
- Having well maintained infrastructure and public transport which connects people and their places of work

4.8 The Council has also begun discussions with neighbouring authorities on a number of issues, including minerals provision. This 'Duty to Cooperate' is a requirement of Section 110 of the Localism Act 2011.

#### 4.9 Strategy & Options Document

4.10 The Strategy & Options document [www.telford.gov.uk/shapingplaces](http://www.telford.gov.uk/shapingplaces) is an early stage in developing the Draft Local Plan (Figure 1). While it is not part of the statutory adoption process for the Plan, it provides the opportunity to receive feedback on a proposed spatial strategy and policy options relating, for example, to housing, economic development and green space, reflecting both national and local ambitions. Once the Draft Plan has progressed through the statutory process, including a formal consultation, and is adopted, the policies will provide the basis for future development management decisions.

**Figure 1. Local Plan Process**



4.11 The Strategy & Options document is structured into the following main sections:

- Telford & Wrekin's Offer
- Vision, aims and objectives
- Scale of growth
- Spatial distribution
- Policy Issues and Options
- Delivery & Monitoring

4.12 The contents of these are summarised below.

#### 4.13 Telford & Wrekin's Offer

4.14 Telford & Wrekin is a place of opportunity with significant scope for investment by those wishing to develop and set up business. This section identifies the key characteristics and Unique Selling Points

(USP) of the borough which provide these opportunities, setting the scene for the whole document and emerging Local Plan.

#### 4.15 Vision, aims and objectives

4.16 This section builds on the strengths of the offer, outlining the Council's latest thoughts on what development needs to achieve by 2031. It reflects the views of stakeholders engaged to date and the priorities contained in the Community Strategy. It has been clear from engagement so far that people want Telford & Wrekin to be a place they are proud of, recognising the importance of it growing to become a destination of choice.

4.17 The proposed vision reads:

***By 2031 Telford and Wrekin will have grown to serve a population of over 200,000. Development will realise the borough as an outstanding destination for living, working and visiting that its residents are proud of and combines the best of town and countryside***

4.18 In delivering this vision, the document establishes a number of aims which identify the need for development proposals to address:

- ***Cohesive, healthy and prosperous communities***
- ***Economic prosperity***
- ***Transformation of education***
- ***Accessible and integrated transport network***
- ***Rich cultural experience***
- ***Environmental enhancement***

4.19 The objectives go into more detail, setting out how each of these aims might be achieved through spatial planning. For example, for economic prosperity "***a range of sites need to be identified to meet the needs of existing and new businesses of all types and sizes***".

#### 4.20 Scale of Growth

4.21 The revocation of Regional Spatial Strategies means that Telford & Wrekin must establish a locally derived housing target which helps to deliver the spatial vision and objectives, meeting both national and local needs. To accord with regulations on Plan preparation a number of options need to be considered before arriving at a final housing target. These are set out in the Strategy & Options document, along with supporting evidence.

4.22 The document proposes in order to deliver the benefits of growth, regeneration and job creation a figure of 26,500 new homes be included in the draft Plan. This figure has previously been tested through the Regional Spatial Strategy process and found to be a sound basis for the Borough's growth given its original planned size, infrastructure and opportunities to strengthen the local economy.

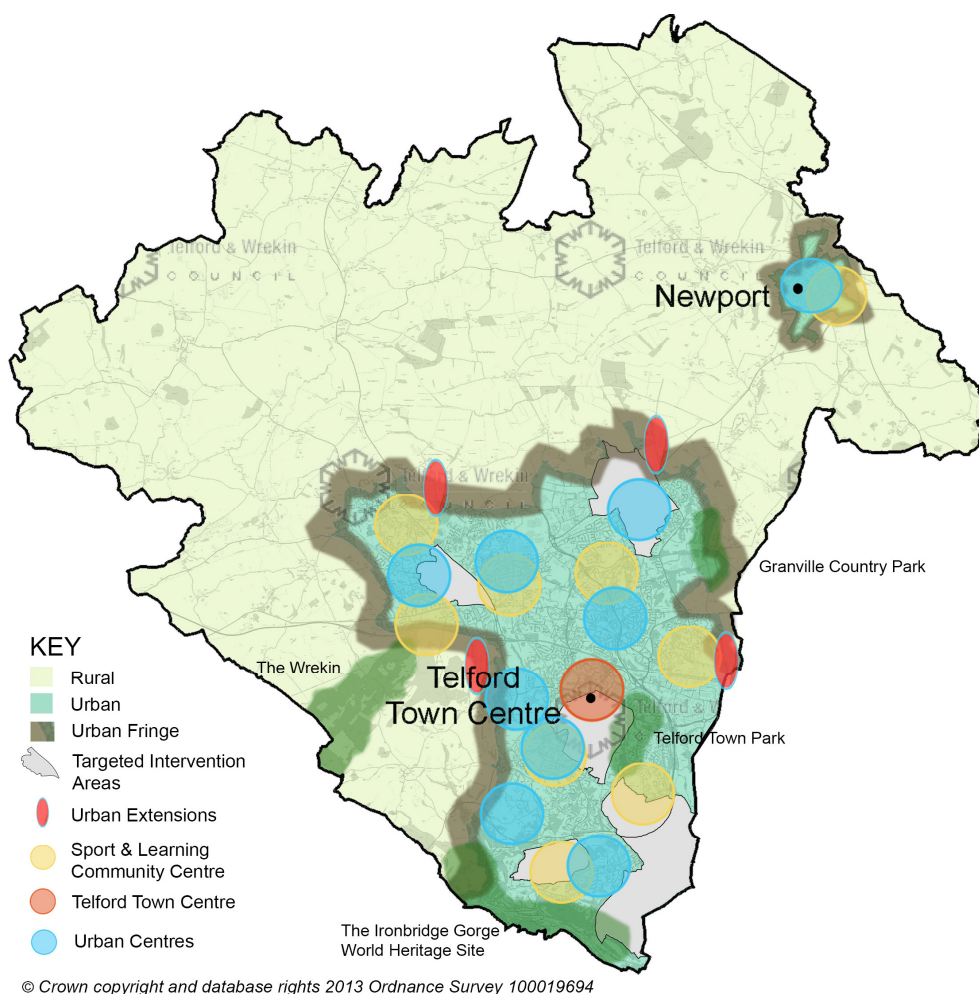
4.23 The Borough already has a significant amount of land either with planning approval for housing use or allocated through an adopted development Plan. In total it is estimated that some 13,000 of the 26,500 are already identified in this way. It will be important to work proactively to delivery this supply. Housing completions in recent years have bucked the national trend putting the borough in a strong position to deliver growth and in-ward investment. The recent "Invest in Telford" report, approved by Cabinet in February 2013, established further measures being taken to drive delivery.

4.24 The Strategy & Options document focuses on the options available for the location of the remaining 13,500 homes. One of the Borough's most significant selling points is its wealth of serviced, development land. The Strategic Housing Land Availability Assessment (SHLAA) provides an indication of land that may come forward for development. The Plan must determine which sites to allocate for development considering market deliverability, achievement of local priorities and need and the potential to use phasing to manage supply to the market.

## 4.25 Spatial Distribution

4.26 At this stage broad locations are provided for consultation. Once the strategic approach is established there will be further engagement to determine specific sites to be included in the Local Plan.

4.27 The document sets out three strategic areas where the 13,500 homes could be located, namely; urban, urban fringe and rural. Options are then considered which look at how housing could be distributed across each of them. Options 1 and 2 are relative extremes, the first based upon a relatively unconstrained approach to development with a more dispersed pattern across all three areas and the second focusing housing principally in the urban area. Option 3, illustrated spatially in Figure 2, is identified as the Councils preferred approach which seeks to achieve opportunity and choice across all areas with high, medium and low housing numbers in the urban, urban fringe and rural areas, respectively. The document asks if consultee's agree with this and provides an opportunity to put forward comments.



**Figure 2. Approach showing possible ‘conceptual’ locations for future development in the 3 Strategic Areas**

4.28 The following factors have been taken into consideration in selecting this preference:

- Contribution to achieving the six key strategic aims
- Conformity with the National Planning Policy Framework
- Technical, physical and policy constraints
- Market economics and viability; and
- Sustainable urban design principles

4.29 The views of stakeholders, have also been taken into account, including the importance of addressing local needs, supporting regeneration including the Southwater development and increasing employment opportunities.

4.30 On this basis and considering comments from stakeholders, Table 1 summarises the key benefits of the preferred approach.

**Table 1. Key benefits of the preferred approach**

Strategic Area	Distribution	Key Benefits
Urban	High	Focusing new homes in and around existing centres and sports and learning communities helps to retain strong sense of local identity and maintain the viability of local services. It allows investment in regenerating existing communities and maximises opportunities for existing infrastructure.
Urban Fringe	Medium	Provides opportunities to regenerate neighbouring communities such as the Donnington and College Target Intervention Area, easing the pressure on urban areas where issues, known to be important to local people, such as retaining important green infrastructure, need to be considered. Provides opportunities for wider mix housing development and bringing forward locations accessible to major transport routes.
Rural	Low	While it is recognised that there may be some limitations to development in this area, there are rural housing needs to consider and recognition that the benefits associated with in-ward investment and growth are felt across the whole borough, including existing rural communities. There are a number of rural previously developed sites which provide opportunities to establish sustainable rural communities and broaden development opportunities.

4.31 As well as housing, the Strategy & Options document identifies the employment needs associated with the councils proposed levels of growth being planned for and the location of employment sites. As a business winning, business supporting council, the Local Plan is an important mechanism for attracting and retaining business in the borough, providing investors with certainty and market confidence with a strong “open for business” approach.

#### 4.32 Policy Issues

4.33 The Local Plan will set out specific policies to guide the detail of development proposals and to form the basis for development management decisions including developer contributions. The Strategy & Options document identifies potential areas where detailed policy could be developed and proposes options for policy approaches.

4.34 Key policy areas identified include:

- Economic development
- Retail and Town Centres
- Tourism and Culture
- Transport
- Telecoms and Broadband
- Housing
- Health
- Green Infrastructure and Natural Environment
- Climate Change and Energy
- Water
- Minerals
- Waste
- Pollution and Land Stability
- Built Heritage
- Urban Design

4.35 The document sets out issues and evidence in relation to these policy areas and a proposed approach. Where key choices (or options) have been identified for developing the policy areas, these have been presented along with a series of questions to seek views. The findings of the consultation exercise will be used to prepare policies which will be subject to further consultation as part of the statutory process to produce the Draft Plan

4.36 To be found 'sound', policies must accord with national policy and be supported by local evidence. .  
Reference is made to both these aspects through out the document.

#### **4.37 Engagement**

4.38 In December, Cabinet approved the Statement of Community Engagement (SCI) for the Local Plan.  
This set out how people will be engaged in all stages of developing the Local Plan.

4.39 Engagement has already begun, including a public engagement exercise last year to establish key issues and the more recent series of stakeholder engagement workshops. The findings of the engagement can be found at:

[http://www.telford.gov.uk/downloads/file/5404/early\\_engagement\\_feedback\\_report](http://www.telford.gov.uk/downloads/file/5404/early_engagement_feedback_report)

4.40 The formal, six week period of public consultation on the Strategy & Options document commenced on 10<sup>th</sup> June 2013. The range of media being used includes:

- Email and on-line questions using Council's consultation portal
- Council Website pages
- Press releases
- Public Meetings and focus groups (e.g. Young Persons Forum)
- Leaflets and copy of document in Public Buildings
- Social media

4.41 The consultation also includes engagement with individual Parish and Town Councils .

#### **4.42 Conclusion**

**4.43** The Strategy & Options document is part of the process of producing the Shaping Places Local Plan for the borough. The final Plan will set out the spatial strategy and planning policies to support growth and sustainable development, addressing national and local priorities with an underlying vision for ***development to realise the borough as an outstanding destination for living, working and visiting.***

4.44 The findings arising out of the consultation will feed into the Draft Plan which will be considered by Cabinet and Full Council in early 2014 prior to further formal consultation.

### **5.0 PREVIOUS MINUTES**

Cabinet – 20<sup>th</sup> December: Statement of Community Involvement

Cabinet – 28<sup>th</sup> February: Time Table for Shaping Places Local Plan: Local Development Scheme

Cabinet – 28<sup>th</sup> February: Invest in Telford – A Programme of Change

Cabinet – 30<sup>th</sup> May 2013: Strategy & Options document

### **6.0 BACKGROUND PAPERS**

The National Planning Policy Framework 2012

The Town and Country Planning (Local Planning) (England) Regulations 2012

**Report prepared by Rachel Taylor, Environment & Planning Policy Team Leader.**

**Telephone: 01952 384220**

**TELFORD & WREKIN COUNCIL**

**AUDIT COMMITTEE 25<sup>th</sup> JUNE 2013  
COUNCIL – 11 JULY 2013**

**CORPORATE ANTI-FRAUD & CORRUPTION POLICY – 2012/13 ANNUAL REPORT AND  
POLICY UPDATE**

**REPORT OF THE CHIEF FINANCIAL OFFICER**

**1. PURPOSE**

1.1 For the Audit Committee to:

- a) consider the 2012/13 Annual Report on Corporate Anti-Fraud and Corruption activity; and
- b) agree an updated policy and to recommend its adoption by the Council.

**2. RECOMMENDATIONS**

2.1 That the Audit Committee notes the 2012/13 Annual Report on Corporate Anti-Fraud and Corruption activity.

2.2 That the Audit Committee agrees the updated policy attached as Appendix B and recommend its adoption by the Council.

**3. SUMMARY**

3.1 The Council is committed to high standards of Corporate Governance and has a set of effective procedures in place to support this. These procedures include the Anti-Fraud & Corruption Policy.

3.2 The terms of reference of the Audit Committee include:  
“15. To approve the Anti-Fraud and Corruption Policy for adoption by the Council and to monitor its operation. The policy will be reviewed at least once every two years.”

3.3 This report includes information in respect to the fifth annual report setting out the Corporate Anti-Fraud and Corruption activity for 2012/13 to enable the Audit Committee to monitor the policies operation. In addition attached as Appendix B is an updated policy for members to agree and recommend on for adoption by the Council.

**4. PREVIOUS MINUTES**

- 4.1 Audit Committee 28<sup>th</sup> July 2009 – Annual Report 2008/09
- Audit Committee 27<sup>th</sup> July 2010 – Annual Report 2009/10
- Audit Committee 22<sup>nd</sup> March 2011 – Update of Anti-Fraud & Corruption Policy 2011
- Audit Committee 20<sup>th</sup> September 2011 – Annual Report 2010/11
- Audit Committee 26<sup>th</sup> June 2012 – Annual Report 2011/12

**5. ANTI-FRAUD & CORRUPTION POLICY UPDATE**

5.1 The current Anti-Fraud and Corruption Policy was reviewed, updated and agreed by the Audit Committee on 22<sup>nd</sup> March 2011 and was approved by Council on 23<sup>rd</sup> June 2011. The terms of reference of this Committee set out that it should be reviewed every 2 years and therefore the results of this review are presented to this committee as Appendix B for comment and agreement. The agreed version will be recommended to the Council for adoption by the Council.

5.2 The minimal changes made to the policy reflect:

- a) Organisational change and restructures;
- b) The Co-operative values;
- c) Changes to the External audit arrangements; and
- d) Updates to the Constitution

## 6. OTHER CONSIDERATIONS

AREA	COMMENTS
Equal Opportunities	The Anti-Fraud & Corruption policy operates within Equalities legislation and the Council's associated policies. Any investigations follow legal requirements and proper procedures to ensure that equality and diversity requirements are met.
Environmental Impact	None
Legal Implications	Regulatory and enforcement teams throughout the Council (including internal audit) have powers and responsibilities set out in statute and regulation to detect, investigate and take enforcement action in relation to fraud and corruption. Such roles and responsibilities also include information sharing which is referred to in this report. When undertaking these actions all relevant statutory requirements need to be adhered to.
Links with Corporate Priorities	The policy supports all Corporate Priorities and good Corporate Governance demonstrating the Council's desire to ensure sound conduct and ethical procedures for all those associated with the Council and service delivery. Monitoring the policy provides the opportunity to identify if there are any changes required or additional areas of activity.
Financial Implications	None as all current activity is met from within existing budgets.
Opportunities and Risks	Having a policy which sets out the Council's anti-fraud and corruption culture and associated procedures assists in the management of the risk of fraud and corruption against the Council.
Ward Implications	Borough wide implications.

## 7. BACKGROUND PAPERS

Corporate Anti-Fraud and Corruption Policy 2011  
Speak Up Policy 2012  
Benefits Counter Fraud and Sanctions Policy 2010  
Audit Commission requirements for the National Fraud Initiative  
Trading Standards & Licensing Legislation

**Report prepared by Jenny Marriott – Audit & Information Governance SDM - 01952 383101;  
Becky Owen-Jones – Benefit Welfare and Assurance Group Manager – 01952 83881 & Anita  
Hunt – Trading Standards Team Manager – 01952 381998; Suzanne Fisher – Licensing &  
Support Team Manager**



# Scrutiny Annual Report 2012/13

## Health & Adult Care

*children in care placements*

## Co-operative & Communities

*holding the Executive to account*

## Children & Young People

*budget strategy*

## Housing, Economy & Infrastructure

*welfare benefit reforms*

## Budget & Finance

*continuing healthcare*

## Scrutiny Management Board

*waste management services*



Telford & Wrekin  
COUNCIL



# Contents

**Chair's Foreword** page 4

**Purpose of Scrutiny** page 5

**Scrutiny Arrangements** page 6

- Scrutiny Assembly
- Scrutiny Management Board
- Scrutiny Committees

**What we did in 2012/13** page 8

- Delivery of the work programme
- Scrutiny meetings
- Outcomes from scrutiny reviews
- Regional and national scrutiny work
- Call-in and Key Decisions
- 2013 Good Scrutiny Awards

**Case Studies** page 17

- Budget & Finance Scrutiny Committee
- Children & Young People Scrutiny Committee
- Co-operative & Communities Scrutiny Committee
- Health & Adult Care Scrutiny Committee
- Housing, Economy & Infrastructure Scrutiny Committee
- Scrutiny Management Board

**Looking Ahead** page 23

**Contacts** page 24

**How to get involved** page 25

## Chair's Foreword

2012/13 has been another busy year for scrutiny. Like all areas of the Council, we have worked hard to use our resources as efficiently as possible. The Scrutiny Committees have remained focussed on their priorities and have worked flexibly to achieve tangible outcomes in a more resource efficient way.

This report comes mid-way through a two year work programme and reflects the breadth and depth of scrutiny work. Scrutiny has continued to give robust challenge, both to the Council and to NHS partners. This is clearly evidenced in the reports of the Health & Adult Care and Children & Young People Scrutiny Committees, and by the introduction in 2012/13 of formal "Holding the Executive to Account" sessions at Scrutiny Management Board.

We will continue to give challenge where we feel it is necessary. But as resources for local government reduce, local authorities nationally are increasingly seeing the valuable role that scrutiny can play in the policy development landscape. We have seen how well this has worked in Telford & Wrekin with the joint work of the Co-operative & Communities and Budget & Finance Scrutiny Committees on the welfare benefit reform policies receiving national recognition by the Centre for Public Scrutiny as runner-up for a Good Scrutiny Award, of which we are justly proud. We see the same approach with the Health & Adult Care Scrutiny Committee contributing to the review of the Meals on Wheels service.

Our Co-optees, new and old, have continued to strengthen scrutiny with their skills and insights and we would like to thank them for their continued support and contribution. The Town & Parish Council co-optees have helped start to strengthen links with the Town & Parish Councils and we will be looking at how we can improve this further over the coming year.

I was delighted to be appointed as Chair of the West Midlands Scrutiny Network for 2013/14. This presents a good opportunity for Telford & Wrekin to "set the agenda" and one of my key aims is to strengthen the network's influence at national level and I am already exploring ways of achieving this.

This report sets out some of our priorities for the next year, and I am confident that our Scrutiny Committees will continue to add value to these areas of work. As always, we continue to evaluate our performance and reflect on how we can improve in future. Your ideas are always welcome.

Finally, I must thank those scrutiny members who have worked so hard this year to make scrutiny a success, and all Cabinet members and officers who have faced our questioning and supported us in our work.

*Cllr. Derek White*  
*Lead Scrutiny Member*

## Purpose of Scrutiny

Scrutiny was introduced in local authorities by the Local Government Act 2000 as a check and balance in the political system. There are 54 elected members on Telford & Wrekin Council, but just nine of these make up the Cabinet (Executive) which is the main decision making body of the Council. This places a lot of responsibility with a small number of elected members.

Scrutiny is a way for elected members who are not on the Cabinet (they are known as scrutiny members) to be involved in work which helps the Cabinet make better decisions or to bring new ideas for doing things differently to Cabinet or, where necessary, to challenge the decisions that Cabinet makes. Scrutiny members can also scrutinise local NHS services and services provided by some other organisations. The purpose of scrutiny is to help make sure that the policies and decisions of the Council and these other organisations are in the best interest of local residents and that they make the best use of all the resources available.

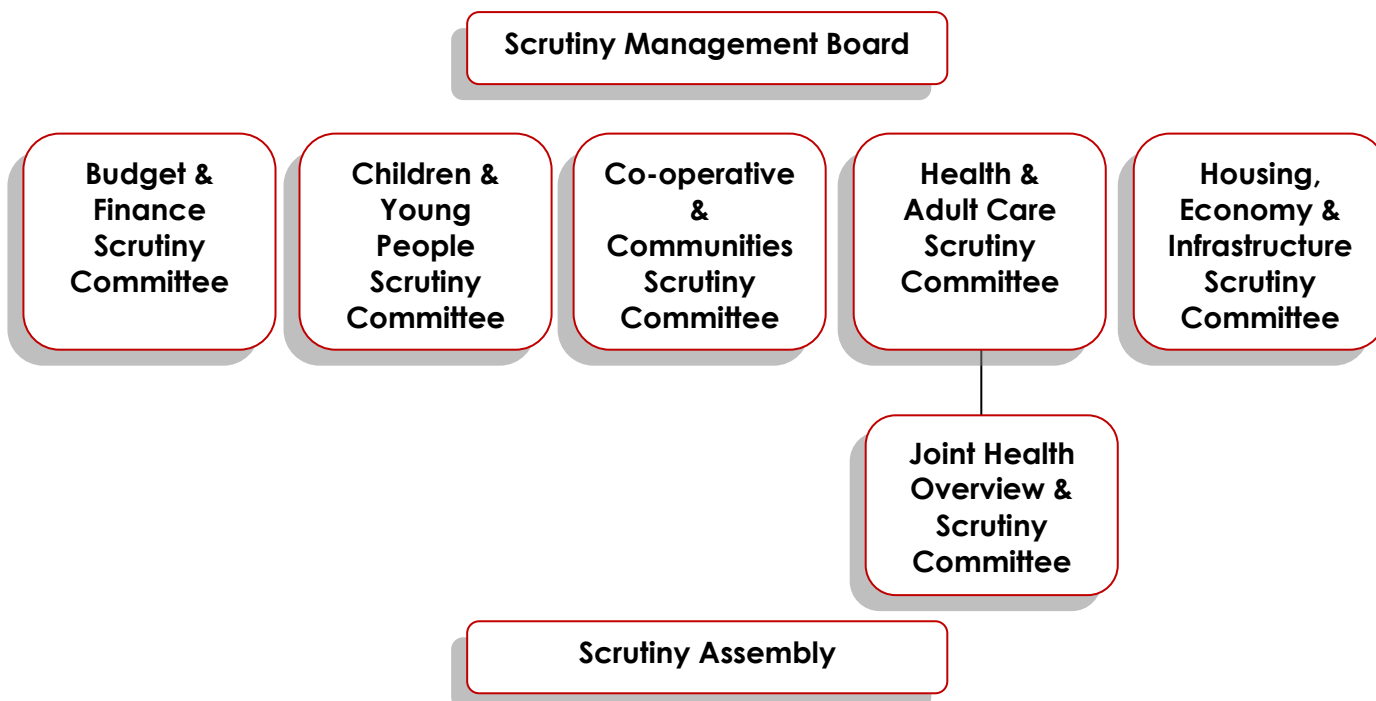
Scrutiny works in two main ways:

- a) By “holding to account” the Cabinet (and other decision makers). This means that scrutiny can question Cabinet members (or other decision makers) at public meetings about their decisions and about service performance: how the Council or NHS is spending money, what it is being spent on and how services meet the needs and wants of local people. This helps make sure that the decision making process is transparent and in the best interest of local people.
- b) By carrying out reviews of particular issues or services. Scrutiny can investigate any Council service, or services delivered by some other organisations and can make recommendations to Cabinet (or where appropriate to partner organisations) about how things could be improved or money saved. An important part of a review is to find out what people using a service think about it - what could be done differently or better and how people may be affected by any proposed changes. Scrutiny may also want to hear the views of wider members of the public, or from organisations delivering the service. Scrutiny’s recommendations are based on evidence gathered during these reviews.

Scrutiny work is carried out by scrutiny members who sit on Scrutiny Committees. The Scrutiny Committees and their work are described in the following sections of this report.

## Scrutiny Arrangements

In Telford & Wrekin there are five Scrutiny Committees and a Scrutiny Management Board. The diagram below shows the scrutiny structure that was in operation during 2012/13.



### Scrutiny Assembly

The Scrutiny Assembly is the collective body for all Scrutiny Members (i.e. all elected Councillors except Cabinet Members and the Mayor). There are also nine members of the public and six Town & Parish Councillors co-opted onto the Scrutiny Committees to bring specific expertise to the work of the Committees. Co-optees are also members of the Scrutiny Assembly. The Scrutiny Assembly is consulted on key decisions affecting scrutiny and the way it is carried out.

### Scrutiny Committees

The Scrutiny Committees are the main vehicles for carrying out scrutiny work. There are eight scrutiny members on each Committee who are appointed at Annual Council in line with the political balance of the Council, of one whom is appointed as Chair. There are also between one and six co-optees on each Committee. The Committees decide their own work programme and some reviews may be carried out jointly by more than one Committee. The main meetings of the Committees are held in public and the agendas and papers are published on the Council's website: [http://www.telford.gov.uk/site/scripts/documents\\_info.aspx?categoryID=200033&documentID=461](http://www.telford.gov.uk/site/scripts/documents_info.aspx?categoryID=200033&documentID=461)

### Scrutiny Management Board

The Scrutiny Management Board includes all of the Scrutiny Chairs and other elected members to make the Board politically balanced, currently seven in total. The Board is responsible for making strategic decisions about scrutiny, for deciding the

priorities for scrutiny work and for overseeing and monitoring the allocation of resources and delivery of the scrutiny work programme. The Board holds Cabinet members to account at their meetings, and may scrutinise matters of strategic importance that cut across the remits of the individual scrutiny committees. All of the Board's meetings are held in public.

## What we did in 2012/13

In July of 2012, the Scrutiny Management Board made a number of decisions about the scrutiny work programme:

- It was agreed that scrutiny should move to a two year work programme to allow for continuity of work over municipal years. The current work programme covers the period 2012/13-2013/14.
- The Board reviewed all the suggestions that had been put forward for scrutiny and agreed the topics that would be scrutinised by the Board, and the allocation of other topics to the individual Scrutiny Committees for them to consider for their work programmes.
- A benchmark of six committee meetings per committee per year was set. This was to balance the workload across the Scrutiny Committees and ensure it was manageable within available resources.

## Delivery of the work programme

The table below shows the items selected for the 2012/13-2013/14 work programme and progress at the mid-point (June 2013). Additional items were added in-year and are also included in the table.

Topic	RAG
<b>Scrutiny Management Board</b>	
Changing the Council & Local Communities Together- the Co-operative Way	G
Holding the Executive to Account	G
Update on Police & Crime Commissioner and Police & Crime Panel	G
Appointment of Town & Parish Council scrutiny co-optees	G
Scrutiny Chairs' Updates	G
Scrutiny Recommendations Database	A
Domestic Violence	R
Homelessness Strategy	R
Flood & Water Management	R
Managing cross-cutting issues	G
Changes to the Constitution and Scrutiny Handbook resulting from changes to legislation	A
<b>Budget &amp; Finance Scrutiny Committee</b>	
Service & Financial Planning Report – 2011/12 Outturn	G
Local Government Finance: changes to funding mechanisms (Business Rates Retention Scheme, New Homes Bonus Scheme etc.)	G

Topic	RAG
Service & Financial Planning Strategy 2013/14 – 2014/15 (budget proposals)	G
Capital receipts (Audit Committee)	G
Savings proposals agreed September 2012	G
New Funding Formula for Schools	G
Welfare Benefit Reform policies (with Co-operative & Communities)	G
Safeguarding and Early Intervention Cost Improvement Plan, and Securing Permanency report	G
Items agreed to date for 2013/14: <ul style="list-style-type: none"> <li>Budget proposals</li> <li>2012/13 Outturn report</li> <li>Report from MD on response to comments on the budget including approach to shared services/outsourcing, financial planning, commercial income generation</li> <li>Single Status</li> </ul>	R
<b>Children &amp; Young People Scrutiny Committee</b>	
Children in Care Placement Strategy	G
Provision of Primary School Places	A
Youth Services and Youth Offending Service	R
Early Intervention programmes	R
Ofsted action plan (Safeguarding and Looked After Children)	G
Ofsted action plan (Fostering)	G
LCSB briefing	G
Children in Care Performance Monitoring Dashboard	G
Education attainment	G
<b>Co-operative &amp; Communities Scrutiny Committee</b>	
Co-operative Council updates	G
Welfare Benefit Reforms: Council Tax Support Scheme and Transitional Grant	G
Welfare Benefit Reforms: Discretionary Housing Payment and council Tax Support Hardship Policy	G
Welfare Benefit Reforms: Local Crisis Assistance & Local Resettlement Assistance Policy	G
Welfare Benefit Reforms: How the Council and partners are supporting people through changes	A
First Point for Business update	G
Impact of changes to leisure concessions policy	G

<b>Topic</b>	<b>RAG</b>
Review of Co-operative Values and Employee Commission	<b>A</b>
Provision of debt advice, role of credit union, capacity of food banks (to be scoped)	<b>R</b>
<b>Health &amp; Adult Care Scrutiny Committee</b>	
Continuing Healthcare	<b>G</b>
Meals on Wheels	<b>A</b>
Children and Adolescent Mental Health Services (CAMHS)	<b>R</b>
Public Health Transition	<b>A</b>
Alcohol Strategy	<b>R</b>
Vulnerable Adult Safeguarding Board Annual Report	<b>R</b>
Standing item: Health and Social Care Policy Developments (including changes to Health Scrutiny)	<b>G</b>
<b>Telford &amp; Wrekin and Shropshire Joint Health Overview &amp; Scrutiny Committee</b> (Sub-group of the Health & Adult Care Scrutiny Committee)	
Travel and Transport Plan	<b>A</b>
Stroke Review	<b>A</b>
West Midlands Ambulance Service and Make Ready	<b>A</b>
Reconfiguration of Hospital Services	<b>A</b>
111 Service	<b>A</b>
Ophthalmology	<b>G</b>
SaTH Foundation Trust Application	<b>A</b>
Relocation of Head and Neck Surgery	<b>G</b>
Children's Surgery	<b>A</b>
Emergency Department Review	<b>A</b>
End of Life Care	<b>R</b>
<b>Housing, Economy &amp; Infrastructure Scrutiny Committee</b>	
Waste Services Management Procurement process	<b>A</b>
Empty Properties and Private Landlords	<b>A</b>
Community Infrastructure Levy (deferred)	<b>R</b>
Business Improvement Districts and attracting jobs to Telford & Wrekin	<b>R</b>
Other issues: Questions to Cabinet member for holding to account session	<b>G</b>

- G** Item completed or where the item has been to scrutiny and further monitoring or other work was identified.
- A** Item under way and partially completed.
- R** Item not looked at during the first year of the two year work programme.

## Scrutiny Meetings

The Scrutiny Management Board agreed a benchmark of six meetings per committee per year. The table below shows the number of meetings held by each committee by type of meeting and the total number of meetings held during 2012/13.

Joint meetings have been accredited to the lead Scrutiny Committee to avoid duplication of counting, but the joint meetings are indicated on the table.

<b>Committee</b>	<b>Benchmark</b>	<b>Formal meetings</b>	<b>Informal meetings</b>	<b>Total</b>
Scrutiny Management Board	6	6	-	6
Budget & Finance	6	7	1	8
Children & Young People	6	6 <sup>1</sup>	4	10
Co-operative & Communities	6	4 <sup>2</sup>	4 <sup>3</sup>	8
Health & Adult Care and Joint HOSC	6	8 <sup>4</sup>	11 <sup>4</sup>	19
Housing, Economy & Infrastructure	6	1	5	6
<b>Total</b>	<b>36</b>	<b>32</b>	<b>25</b>	<b>57</b>

<sup>1</sup> Two meetings were joint with the Budget & Finance Scrutiny Committee

<sup>2</sup> Two meetings were joint with the Budget & Finance Scrutiny Committee

<sup>3</sup> One meeting was joint with the Budget & Finance Scrutiny Committee

<sup>4</sup> Health & Adult Care Scrutiny Committee: 4 formal committee meetings and 7 informal meetings; Joint HOSC 4 formal committee meetings and 4 informal meetings.

The Scrutiny Committees aim to hold as many meetings as possible in public session in the interests of transparency and public involvement. However, members may hold informal meetings where evidence being gathered is confidential or relates to individuals or where members decide an informal meeting is the best format for effective scrutiny.

## Outcomes from scrutiny reviews

The tables in the preceding sections are quantitative measures of activity. This section attempts to show the qualitative outcomes and impacts from each piece of scrutiny work. The indicators used are all key measures of effective scrutiny.

Topic	Recommendations to Cabinet	Recommendations to other	Contributed to policy	Executive held to account	Performance monitoring	Report noted	Involvement of partners	Involvement of service	Other
Changing the Council & Local Communities Together- the Co-operative Way				Y		Y			
Holding the Executive to Account sessions				Y					
Update on the Police & Crime Commissioner and Police & Crime Panel					Y				Letter sent to PCC supporting Leader's views on proposed closure of police stations. Further work on protocol with scrutiny identified.
Appointment of Town & Parish Council co-optees							Y		
Changes to the Constitution and Scrutiny Handbook			Y						Delegations agreed
Service & Financial Planning Report – 2011/12 Outturn					Y				
Local Government Finance: changes to funding mechanisms (BRRS, NHBS etc.)						Y			
Service & Financial Planning Strategy 2013/14 – 2014/15 (budget proposals)	Y*			Y					* Committee's response presented to Cabinet
Capital receipts						Y			Joint with Audit Committee
New Funding Formula for Schools						Y			
Children in Care Placement Strategy	Y				Y		Y	Y	Development of relationship with Chair of LCSB.

Topic	Recommendations to Cabinet	Recommendations to other	Contributed to policy	Executive held to account	Performance monitoring	Report noted	Involvement of partners	Involvement of service	Other
									New model of working. Joint working between Committees.
Ofsted action plan (Safeguarding and Looked After Children)					Y				
Ofsted action plan (Fostering)					Y				
LSCB briefing						Y			Development of relationship with Chair of LCSB.
Education attainment					Y				
Children in Care Performance monitoring Dashboard	Y*				Y				*Recommendation to Cabinet as part of report on CiC placements.
Co-operative Council updates					Y				
Council Tax Support Scheme and Transitional Grant			Y						Joint working between Committees
Discretionary Housing Payment and Council Tax Support Hardship Policy			Y						Joint working and Member only meeting.
Local Crisis Assistance & Local Resettlement Assistance Policy			Y						Joint working between Committees
Progress on First Point for Business						Y			
Impact of changes to leisure concessions policy						Y			
Continuing Healthcare		Y					Y	Y	Establishing relationship with CCG and HWB
Public Health transition					Y				
Health and Social Care Policy Developments (including changes to Health Scrutiny)			Y				Y		
Joint HOSC (with Shropshire)		Y	Y				Y		

Topic	Recommendations to Cabinet	Recommendations to other	Contributed to policy	Executive held to account	Performance monitoring	Report noted	Involvement of partners	Involvement of service	Other
Waste Management Services Procurement Process					Y	Y			Fed into service specification for bidders. Followed-up recommendations by Scrutiny Management Board.

### Regional and national scrutiny work

Telford & Wrekin is a member of two regional scrutiny networks:

#### a) West Midlands Overview & Scrutiny Network

The network meets quarterly and is going into its third year of operation. Its purpose is to provide a forum for members and officers to consider, discuss and exchange views and information on national and regional issues affecting local authorities in the West Midlands and to voice those views as appropriate. The network has no formal standing as a joint scrutiny committee and meets on an informal basis.

Past meetings have been attended by relevant Scrutiny Chairs or Committee members. The aim is to bring knowledge and ideas back into Telford & Wrekin (this worked successfully following a network meeting on housing) although it is the view of the Scrutiny team that reporting lines back to the Scrutiny Management Board could be strengthened. This will happen by default for the next year - the Scrutiny Management Board is aware that Cllr. Derek White has been appointed as Chair of the network for 2013/14 and that the July meeting is being hosted by Telford & Wrekin. One of his key aims is to strengthen the voice of the network at national level and he is exploring innovative ways of achieving this in addition to representing the network at the National Overview & Scrutiny Forum which meets in London.

#### b) Regional Health Scrutiny Chairs and Officers Group

This is a mature network which has been operating for a number of years and meets quarterly. Its purpose is to act as a vehicle for regional and national health bodies and policy makers to inform scrutiny about proposals and consultations affecting health services in the West Midlands. It is also a forum for discussing and exchanging views between member authorities.

Cllr. Derek White attended all of the meetings in 2012/13. Telford & Wrekin hosted the January 2013 meeting and the Chair reported back to the Board on this in March.

## Call-in and Key Decisions

### Call-in

“Call-in” is a way for scrutiny members to examine a decision taken by Cabinet, or by officers under delegated authority, before the decision is implemented. The rules for calling in decisions are set out in the Council’s Constitution and in the Scrutiny Handbook.

Two Call-in requests were made during the 2012/13 municipal year:

- a) Cabinet decision of 31<sup>st</sup> May 2012 relating to the Waste Management Services Procurement. This was reported in the 2011/12 Scrutiny Annual Report.
- b) Cabinet decision of 26<sup>th</sup> July 2012 relating to the appropriation of land on Station Road, Newport. The Chair of the Scrutiny Management Board did not agree this was a valid Call-in and the request was rejected with the reasons given for the decision.

### Key Decisions

Provisions in the Localism Act 2011 require that:

- Where a Key Decision is not published with 28 clear working days notice, the relevant Scrutiny Chair must be notified of the decision to be taken, or
- Where a Key Decision is not published with 5 clear working days notice, consent must be sought from the relevant Scrutiny Chair for the decision to be taken, or
- Where a Key Decision has been published with 28 clear working days notice but contains information exempt under legislation and has not been published as a private report, consent must be sought from the relevant Scrutiny Chair for the report to be exempted.

Three such requests were made to Scrutiny Chairs during 2012/13:

- a) Request for exemption of Cabinet report 28<sup>th</sup> February, Retention and Refurbishment of the Business Development Centre, Telford.
- b) Request for exemption of Cabinet report 28<sup>th</sup> March, Hadley Redevelopment Phase 2 – Waiver of normal procurement procedures.
- c) Request for the report on the Regeneration of Brookside to be added to the 25<sup>th</sup> April Cabinet agenda.

Cllr. Turley as Chair of the relevant Scrutiny Committee (Housing, Economy & Infrastructure) consented to each request.

## Good Scrutiny Awards

We were delighted that this year Telford & Wrekin received national recognition as a runner-up in the Centre for Public Scrutiny's **Good Scrutiny Awards** in the "Working Together" category.

The entry was for the work of the Co-operative & Communities and Budget & Finance Scrutiny Committees on the welfare benefit reform policies. The work demonstrated groups of non-Executives working together, outstanding support from officers in the benefits team in working with scrutiny, a flexible and efficient approach to the use of member and officer resources and is a good example of how scrutiny can contribute to pre-Cabinet policy making.

Cllrs. Angela McClements and Shirley Reynolds received the runner-up award from Baroness Sally Hamwee, House of Lords and CfPS Advisory Board, at the CfPS Annual Conference in Westminster on 11<sup>th</sup> June.

Baroness Hamwee, who was on the judging panel, said that the entries showed the Executive increasingly turning to scrutiny as a valuable resource to help shape policy at a time of enormous changes in local government and showcased how scrutiny could bring creative solutions to the big issues, such as welfare and benefit reforms, that local communities face.

Further information about the work can be found in the Case Studies section of this report and a video showcasing the work can be seen at:

<http://www.youtube.com/watch?v=RCSkrSACwO8>



## Case Studies

### Consultation on the **Service & Financial Planning Strategy 2013/14 – 2015/16** (draft budget proposals) by the Budget & Finance Scrutiny Committee



*"Scrutinising the budget proposals is the most important part of our work. We ask: are we spending within budget, are we spending on the right things and have we asked local people what it important to them?"*

Cllr. Shirley Reynolds, Chair Budget & Finance Scrutiny Committee

The Committee considered savings proposals updated and approved for early consultation in September 2012 and met intensively during January and early February 2013 to consider the Service & Financial Planning Strategy 2013/14-2015/16 published in January 2013. Members had also looked at the changes to local authority funding mechanisms, the schools funding formula and the implications of the Autumn Statement for local authorities.

During its deliberations, the Committee met 6 Cabinet Members, a Director, the Chief Financial Officer, 4 other Assistant Directors and several other officers and also received written responses on a number of issues.

The Committee focussed on the higher spending services (children's safeguarding, adult social care and environmental and leisure services) and, being struck by the LGA forecasts for local government funding, looked at the medium-long term outlook. The Committee responded formally to Cabinet setting out its overall views on the strategy with 16 comments highlighting specific concerns or approvals and a number of operational suggestions relating to specific service areas.

The Committee found much to welcome in the strategy and gave credit to the efforts of the Council and its staff in achieving savings equivalent to more than £600 per household and with limited impact on front-line services. The Committee supported the commitment to prioritise continued economic and housing growth and heard many excellent examples of Co-operative working, recognising the contribution of partners, the voluntary sector and local people in helping deliver services which may otherwise be under threat.

Key concerns were highlighted as the continued overspend in safeguarding and questions about the Council's approach to spending priorities and income generation in the medium term if the financial outlook continues to worsen. The Committee will continue to monitor the key issues at future meetings.

## Review of the **Children in Care Placement Strategy** by the Children & Young People Scrutiny Committee



*"There can be no greater priority for the Council and elected members than the safety and well-being of vulnerable children and young people in our care – it is the least they should expect from us as corporate parents."*

Cllr. Mike Ion, Chair Children & Young People Scrutiny Committee

The context for this review was increasing number of children coming into care (a national issue, not just one for Telford & Wrekin) and consequent impact on the Council's budget, and the recent high profile cases of child sexual exploitation which highlighted the particular vulnerability of children in the care system.

The Committee spent a number of months looking at the Care Placement Strategy, focussing on three key lines of enquiry:

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

Evidence was taken from foster carers, social workers, an Independent Reviewing Officer, senior Council officers, the Cabinet member, the Police and Chair of the Telford & Wrekin Safeguarding Children Board.

The review highlighted some key strengths of the authority – the appointment of a Director of Children's Services and the strength of partnership working being particularly noteworthy – but also identified areas for improvement. The Committee made 12 recommendations aimed at strengthening the quality assurance of systems and processes and improving value for money.

The report was presented to Cabinet on 27<sup>th</sup> June with all the recommendations being agreed or partially agreed.

To view or download the report, go to:

[http://www.telford.gov.uk/downloads/file/5882/scrutiny\\_review\\_of\\_children\\_in\\_care\\_placement\\_strategy](http://www.telford.gov.uk/downloads/file/5882/scrutiny_review_of_children_in_care_placement_strategy)

## Review of the **Welfare Benefit Reform Policies** by Co-operative & Communities Scrutiny Committee (jointly with the Budget & Finance Scrutiny Committee)



*"It was really important for us to scrutinise the Council's new welfare benefit policies – the changes would affect 12,000 households in the borough and there was no blue-print or precedent. We had to get this right for benefit customers, and within the reduced levels of funding."*

Cllr. Angela McClements, Chair Co-operative & Communities Scrutiny Committee

The reforms meant the Council needed to develop new policies with no blue-print or precedent and in a very short space of time. The Scrutiny Committees wanted to ensure the policies were as fair as possible for benefit customers – which include some of the most financially vulnerable residents in the borough - whilst not putting unaffordable financial risk on the authority.

The Committees worked in parallel with officers throughout the process and was an excellent example of the positive contribution that scrutiny can make to policy development. The Committees were involved in the development of key policies:

- Council Tax Support Scheme (and the option of the transitional grant)
- Discretionary Housing Payment Policy & Council Tax Support Hardship Award
- Local Crisis Assistance & Local Resettlement Assistance Policy (replacement Social Fund).

For each piece of work, scrutiny's feedback was input into final policies which went through to Cabinet and Council. To view or download details go to:

[http://www.telford.gov.uk/downloads/download/1609/scrutiny\\_of\\_welfare\\_benefit\\_reform\\_policies](http://www.telford.gov.uk/downloads/download/1609/scrutiny_of_welfare_benefit_reform_policies)

**"The working group...was greatly helped by Scrutiny which was doing its work in parallel. This way of involving the Scrutiny Committee in forward policy making is important to eliminate shortfalls in policies."**

Cllr. Bill McClements,  
Cabinet Member  
Finance & Enterprise

**"I welcomed the scrutiny committees reviewing these policies in detail before they were presented to Cabinet. Their questioning was very insightful and their recommendations genuinely helped shape our thinking and the design of the final drafts... I am in no doubt that the schemes in operation are significantly improved as a direct result of scrutiny's input."**

Lee Higgins, Benefit Service Delivery Manager

## Review of **Continuing Healthcare** by the Health & Adult Care Scrutiny Committee



*"I believe this is one of the most significant pieces of work that the Health & Adult Care Scrutiny Committee in Telford & Wrekin has undertaken."*

Cllr. Derek White, Chair Health & Adult Scrutiny Committee

The Committee took on the challenge of reviewing the Continuing Healthcare (CHC) process which members heard had shunted around £8m annual costs from the NHS to the Council. Much previous debate had centred on funding issues, but the Committee's primary concern was that the people of Telford and Wrekin receive the level of healthcare based on their need and that this should be consistent with the level of healthcare provided in other areas.

Evidence was taken from Council officers, Cabinet Member, the Telford and Wrekin Clinical Commissioning Group (CCG) which in April 2013 assumed responsibility for commissioning many local health services, including CHC, from the PCT. Moreover, members met individuals, families and care homes directly affected by decisions about CHC who provided compelling evidence of fundamental flaws in the system. The implications of decisions about CHC on the wider health and social care economy were also considered as part of the review.

The Committee unanimously agreed 25 recommendations to present to the CCG which members feel will deliver improvements in the CHC process and better outcomes for some of the borough's most vulnerable people.

To view or download the report, go to:

[http://www.telford.gov.uk/downloads/download/1607/scrutiny\\_review\\_of\\_continuing\\_healthcare](http://www.telford.gov.uk/downloads/download/1607/scrutiny_review_of_continuing_healthcare)

## Review of the **Waste Services Management Procurement** process by the Housing, Economy & Infrastructure Scrutiny Committee



*“Waste and recycling services are always a priority for residents. The new waste services contract is one of the biggest investments the Council will make in coming years and we wanted to make sure the procurement process was robust and would deliver the best possible services to residents for the best value for money.”*

Cllr. Chris Turley, Chair Housing, Economy & Infrastructure Scrutiny Committee

Bringing the borough’s waste services management into a single procurement exercise made this a priority for the Committee because of the value of the contract and the fact that refuse and recycling affects every household in the borough. Following recommendations made by the Scrutiny Management Board at a Call-in meeting in July 2012, the Scrutiny Committee was actively involved at key stages of the procurement process.

Waste is a highly complex area with many inter-related elements and dependencies and the Committee garnered a depth of knowledge and understanding which underpinned its work. The Committee met with the Cabinet member, senior Council officers, officers in the procurement project team and visited a waste facility to witness sorting, bulking and recycling processes first-hand. The Committee received regular updates to seek assurance that the procurement process (using a methodology new to the Council) remained on-track, that the governance arrangements were robust and that risks had been mitigated as far as possible. A key concern for the Committee was to ensure that lessons learnt from past experience were applied to inform future service and contract arrangements. The Committee spent considerable time weighing the initial service framework and agreed a list of 29 priorities which were fed into the process and helped shape the service specification and method statements issued to bidders.

As part of the Committee’s due diligence, and in line with the recommendation of the Scrutiny Management Board, the Committee sought assurance that a detailed evaluation of the option of a Council owned and run Waste Transfer Station had been carried out and were assured that based on the costs and risks to the Council, the decision to procure a bidder-run solution was the best value for money option.

## **Holding the Executive to Account by the Scrutiny Management Board**

A key role for scrutiny is in holding the Executive to account. In 2012, the Scrutiny Management Board introduced formal “holding to account” sessions with Cabinet members at each meeting.

These provide a formal opportunity for scrutiny members to question and challenge Cabinet members in public session. The lines of questioning focus on how Cabinet Members have executed their role to date, their strategic priorities and challenges for the future. The sessions do not duplicate specific issues which may be under review by a Scrutiny Committee, but look at the overall approach of the Executive across their service area responsibilities and how they link into the work of other Cabinet Members.

In 2012/13, five Cabinet members attended the sessions which will continue during 2013/14.

## Looking Ahead

Minor changes were made to the membership of the Scrutiny Committees at Annual Council on 23<sup>rd</sup> May 2013. Inductions have been held or arranged for new members, and the minor nature of the changes means there has been no interruption to the work programme.

Work continues on the second year of the two year work programme. The focus is to deliver the work programme and to improve outcomes from scrutiny work.

Topics due for scrutiny in the second part of the work programme include:

- Local arrangements for the planning and provisions of primary school places
- The impact of early intervention services
- Services targeted at young people including the Youth Offending Service
- Empty properties and private landlords
- Co-operative Values and Employee Commission
- Impact of welfare benefit reforms and policies
- Meals on Wheels
- Review of A&E services and 111 service

The work programme remains flexible to respond to new issues or emerging priorities that scrutiny members may want to examine.

The Scrutiny Management Board has reflected on examples of good practice from 2012/13 so lessons can be learnt and applied to future work. Some of these were:

- The sub-group monitoring model used by the Children & Young People Scrutiny Committee
- The parallel working of scrutiny with officers on policy development
- Member-only meetings to reduce demands on officer time
- Joint working between Committees to eliminate duplication of work
- Greater use of electronic working
- Working quickly and flexibly to make sure scrutiny is timely

The appointment of Cllr. Derek White as Chair of the West Midlands Scrutiny Network presents opportunities to strengthen the voice of the network at national and regional levels and discussions are on-going about some possible ways of doing this.

## Contacts

To find out more about scrutiny, take a look at our web pages:

[www.telford.gov.uk/scrutiny](http://www.telford.gov.uk/scrutiny)

You can find meeting dates and agendas for Scrutiny Committee meetings on the Council website:

[http://www.telford.gov.uk/site/scripts/documents\\_info.aspx?categoryID=200033&documentID=461](http://www.telford.gov.uk/site/scripts/documents_info.aspx?categoryID=200033&documentID=461) or call the Scrutiny Team on 01952 383118.

If you would like to contact a member of the Scrutiny team, our contact details are below:

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**General Enquires**

Scrutiny Team

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[scrutiny@telford.gov.uk](mailto:scrutiny@telford.gov.uk)

## How to get involved

You can get involved with scrutiny by:

1. Finding out more from our website at:  
<http://www.telford.gov.uk/info/1031/scrutiny/253/scrutiny>
2. Making a suggestion about what you think scrutiny should look at. You can do this by filling in an online suggestion form at:  
<http://www.telford.gov.uk/info/1031/scrutiny/253/scrutiny/5>
3. Coming along to a scrutiny meeting – our meetings are held in public unless there is a good reason not to. Agendas and papers for meetings are on the Council’s website at  
[http://www.telford.gov.uk/info/200033/councillors\\_democracy\\_and\\_elections/461/council\\_meetings/](http://www.telford.gov.uk/info/200033/councillors_democracy_and_elections/461/council_meetings/)

## **BUDGET & FINANCE SCRUTINY COMMITTEE**

**Minutes of a meeting of the Budget & Finance Scrutiny Committee held at 6.30pm on Tuesday, 4<sup>th</sup> June 2013 in Meeting Room 3, Darby House, Telford.**

**PRESENT:** Councillors S. Reynolds (Chair), K. Austin, R. Evans, K. Guy, A. Lawrence, C. Mollett, G. Reynolds (part), A. Stanton and Co-optee R. Williams.

Also attending: Cllr. Bill McClements, Cabinet Member Finance & Enterprise; Cllr. Paul Watling, Cabinet Member Children, Young People & Families; L. Johnston, Director Children & family Services; S. Jones, Scrutiny Officer.

### **BFSC-1      MINUTES**

**RESOLVED** – that the minutes of the meetings of the Budget & Finance Scrutiny Committee held on 5<sup>th</sup> February 2013 be confirmed and signed by the Chairman subject to the correction of typing errors on pages 4 and 8.

### **BFSC-2      APOLOGIES FOR ABSENCE**

Co-optee Fiona Robinson.

### **BFSC-3      DECLARATIONS OF INTEREST**

None

### **BFSC-4      CABINET RESPONSE TO THE COMMITTEE'S COMMENTS ON THE 2013/14-2015/16 BUDGET PROPOSALS**

The Chair welcomed Cllr. Guy to the Committee and Cllr. Austin back to the Committee following their appointment at Annual Council, and thanked Cllrs. Sloan and Smith for their contributions during 2012/13. She then invited Cllr. Bill McClements, Cabinet Member Finance & Enterprise to comment on his response to the Committee's feedback on the budget proposals which had been presented to Cabinet on 28<sup>th</sup> February. The response had been circulated to the Committee on 11<sup>th</sup> April and copies were also tabled.

Cllr. McClements said when the Committee's feedback had been presented at Cabinet he had committed to provide a written response for the Committee although one had not been requested. Some minor amendments had been made since the response had been circulated. Cllr. McClements referred members to his written response but commented on the following points:

1. The financial pressures were well understood and the budget had been set with

tighter departmental budgets and a bigger contingency to allow for better planning. The approach required service changes and cuts to be made earlier while having a contingency to allow for slippage. The budget had addressed areas of shortfall such as the PIP rental etc. so these budget pressures would not repeat.

2. He disagreed with the Committee's comment that the Council had taken a "salami slicing" approach to savings and this was not true. The early savings targets of 20% had been set across the board, but then adjusted so that some areas had bigger targets than others. Around 85% of the total budget was spent on 3 key areas of adult, children and environmental services.
3. These points would be discussed in more detail later in the meeting. Unit costs compared favourably with West Midlands authorities.
4. There was a focus on generating income and measures to attract New Homes Bonus and Business Rate Retention income. There were no easy fixes and new ideas to generate income would take time to come to fruition and it may take 5-10 to see a return on investment. The first idea being looked at was housing stock and there were a lot of legal and planning issues to deal with. Cllr. Stanton asked if housing was the only idea and was told that it was not but it was one that was being looked at now.
5. The Council was well aware of the impact of servicing debt on the revenue budget and further capital borrowing was not an option. The Council needed to sell assets to make up the budget gaps to fund the capital programme and there was no choice. The BSF budget had been cut by 30% so the Council needed capital receipts to make up the shortfall. There had been short-term borrowing for Southwater but for long-term gain. The government put less than 20% of road/fuel tax revenue into roads which was not adequate so the Council had to supplement the road programme with capital receipts - roads were a big priority for local people. £5.8m had been raised towards the £8m required to lever in £12m of government funding for stability in Ironbridge Gorge and there was no choice about this because the Gorge could not be allowed to collapse. Front end investment had been made in replacing street head lights with energy efficient lights as an "invest to save". These were all essential projects and there was not scope to cut the capital programme.
6. As discussed above, the sale of assets was essential to fund capital projects. There was less scope now that the HCA had kept ownership of land.
7. and 8. The Committee's comments had been noted and passed to the relevant Cabinet Members.
9. The decision had been taken to increase Council Tax by 1.9% to help support the budget. The decision not to accept the freeze grant meant the Council was more than £2.3m per year on-going better off. More than 40% of Councils had decided to increase Council Tax for 2013/14.
15. There had been many debates about outsourcing. At a recent LGA meeting in

Birmingham it was clear that Telford & Wrekin was ahead of many authorities because it had had outsourced many services many years ago. The written response included a list of services which were already outsourced. The question now was whether there was a case for taking services back in-house, for example adult care provision cost around £16.40 per hour but staff were probably paid minimum wage so there was a big mark-up and the question is whether this is acceptable. The dilemma with outsourcing is that once expertise is outsourced to an external company, as for example proposed in the Shropshire model, the Council loses the expertise and the resources to carry out proper cost evaluations on a range of options. The risk is that the external company becomes profit driven and does not offer value for money.

In relation to 3b) Cllr. Stanton asked whether and what thresholds were built in to trigger corrective action to counteract risk (e.g. higher numbers of children in care, demand for adult services, environmental risks) so service pressures are managed and balanced in-year across the Council's overall budget. Cllr. McClements replied that bigger contingencies had been put in to cover these kinds of risks. Future demand was not built into base budgets because it would mean making cuts elsewhere and once more money had been built in it would stay in, but he recognised the point and that there are pressures. With regard to the cost of children's care placements, he said we need to be realistic about future demands and that financial monitoring was very good - the best it had ever been - and costs were benchmarked against other authorities. Cllr. Stanton accepted the comments about the good financial management but said there was still a need to mitigate big risks. Cllr. McClements repeated that contingencies were built in for the big risks. Cllr. Watling added that it was hard to do because the only wiggle room was around the non-statutory services and children in care was a statutory duty and responsibility for all members. The welfare benefit reforms could put extra pressure on families and it was not possible to foresee the impact, but the service was working to help people as early as possible to relieve potential future pressures – e.g. an increase in homelessness - and would need to react to pressures as they go along. He felt all Councillors needed to be aware of the pressures, such as the welfare benefit reforms, and that providing services to vulnerable children was a priority. Cllr. McClements said that the Managing Director had been given key targets and had to identify savings for the following year which could be delivered early so there was a belt and braces approach but with some wiggle room. Cllr. Stanton said he felt the Council had come a long way in the last 10 years but could still learn from the private sector although the approach was good and had improved over recent years.

## **BFSC-5      EARLY HELP AND SAFEGUARDING COST IMPORVEMENT PLAN**

The Director presented the report on the Cost Improvement Plan circulated as Appendix B1. The report showed the targets, budget figures to date for 2013/14 (to the end of April) and projected cumulative savings by 2014/15. There were four areas for driving out savings: the recruitment and retention of social workers; the placement strategy; the approach to reduce the number of children coming into care; the commissioning strategy.

- The number of social work vacancies had been reduced to 7.5 (against a target of 6). The target had not been met because of sickness cover. Reliance on agency staff had reduced significantly over the year and the Director was confident that the service would meet the target to reduce agency staff to none by April 2014. The number of children in care social workers had to be balanced with the caseload. Five extra posts had been created last year to cope with demand. The Step up to Social Work programme is a government funded Masters programme for graduates with a minimum 2:1 degree and experience, and the Council has had five students on placement. The calibre of the candidates was very good, and the Council had recruited all five candidates.
- High-cost residential placements had been examined to identify those that could be brought back into other care in borough. Two had already been moved and eight more were planned to move by October 2013. This may slip if the needs of the children/young people change. Moves need to be carefully planned – one placement had broken down – but it was possible to move more back into the borough.
- The Resource Allocation Management Panel was in place to interrogate requests to take children into care, and to ensure the lowest cost care option which meets the needs of the child is chosen.
- Pathways had been put in place for missing children and children as victims of domestic abuse so that lower cost early intervention could be put in place.
- The Committee had also been provided with a report on the work of the Securing Permanence Group as Appendix B2. The group was about making sure the right permanence options were in place to move children safely out of care as quickly as possible. There was a range of different options including Kinship Care, Special Guardianship and Adoption which were generally lower cost options with good outcomes.
- There had been an improvement in the timeliness of foster carer assessments (the number of weeks from enquiry to approval was down from 32 to 20 weeks) and the rate of conversion from enquiry to approved carers. These were reported on the Fostering Performance Monitoring Dashboard.
- The CIC Performance Dashboard also showed an upward trend in the number of internal foster care placements and a reducing reliance on external (agency) foster carers. There were other authorities who were within budget but with an opposite trend i.e. the proportion of external placements was increasing.

The above actions were complete.

Other actions were in progress:

- The service would participate in the Step up to Social Work programme again – there was no direct cost to the Council.
- A Contract Carer had been identified and was due to accept a child from residential care and second contract carer would be recruited in due course.
- On top of the eight residential placements planned to move into other care in the borough, residential placements were being looked at to identify the next cohort to move.
- A lot of work was going on to reduce the impact of women with a history of a number of babies being removed. It was difficult for this group of women to

- engage with social workers but through multi-agency working they were being helped in parenting skills to help them keep their babies and break the cycle.
- An out-of-hours edge of care service had been running for two weeks. Experienced family and cohesion staff were on-call to help retain children in their family setting, especially teenagers.
  - Work was being done with partners to agree when a child was at risk, and a step-down approach when social workers could exit and other support be put in place.
  - Improvement & Efficiency West Midlands (IEWM) had done a review of the fostering service and had identified no major flaws. There were a few tips for improvement but nothing radical.
  - Cabinet Member Cllr. Watling added that there was a focus on preventative work and the priority was to keep children safe in their own families and safe in their own communities.

There were then a number of questions and comments.

- Cllr. Lawrence asked whether there was scope to spend more on the marketing campaign to attract more foster carers. The Director said this was a good question because the number of enquiries did not necessarily correlate to a proportionate number of registrations. For example, there had been 153 enquiries in April 2012 which was less than the 226 enquiries in April 2011, but more had reached the foster care stage in 2012 because marketing had been targeted better. Cllr. McClements said that the key is the ability to convert and Cllr. Watling agreed it was not the number of enquiries but the number of conversions that mattered and there was not an easy equation. He had been on the foster care stand in the shopping centre last Friday which reached a broad range of people, but they had to be the right people and there was a need to get this message out and target groups with the right characteristics. Cllr. Lawrence suggested that if this was the case, then more could be spent on marketing targeted groups. The Director said the Fostering Dashboard had more information and could be provided.
- Cllr. Stanton asked whether more could and should be spent on the conversion process. Cllr. Watling said this was something to look at – how to get the right people into the system at the right time. Good quality foster care was the best option for most children in care and he would continue to look at this so the best possible service is offered to foster children. The Director said the IEWM report would also be considered and it was agreed that the report and the Performance Dashboard would be circulated to the Committee after the meeting.
- Cllr. McClements said that he attends the monthly financial monitoring meetings and he extended an invitation to members of the committee to attend on a rota basis. The Chair said she had attended two meetings and from her point of view the process was robust.
- Cllr. McClements said that in terms of children in care costs, demand was the biggest issue. Youth unemployment was high which could impact on service

demands over the long-term, and there was a need to focus on job creation and helping young people into work. One member said he had experience of recruiting young people but they had not stuck at the job, and other members said they felt there was an issue with young people having unrealistic expectations when they enter the work place. Cllr. Watling said it was key to work with young people to improve this.

- Cllr. Stanton noted that there was a target to reduce the number of children in care and a focus on preventative work, while there had been an increase in the number of social workers. He wanted to know if this would send out mixed messages to the work-force, whether staff would worry about the longevity of their jobs and how messages were communicated to staff. The Director said this was a good question. The focus has been on having enough social workers to cope with the workload. The work-force strategy is to pay well, to value staff and to provide development, training and support. There would be no social worker cuts, and this message had been communicated very clearly to staff. If staff reductions were needed in future, it would be done by reducing vacancies and not by cutting staff. There had been five work-force sessions with children's social workers in May and they had been assured that the Council was committed to them and did not want to lose any of them. Cllr. Watling said that children were the first priority and the redesign in safeguarding had been led by the work-force – it was not a top-down approach – based on the Munro report as a starting point and putting children at the centre. The current peer review may also help provide a view. The recruitment of the masters level social workers from the Step up to Social Work programme was a real positive – the graduates had all decided to stay in Telford & Wrekin and wanted to be here. Telford & Wrekin was investing in this work. This would lead to more stability in the work force and more placement stability which was all part of the performance indicators.
- Cllr. Stanton wanted to know how often social workers' pay was benchmarked against the cost of living and against other authorities. The Director said Telford & Wrekin had signed up to Epaycheck (online benchmarking system for the public sector) with 11 other authorities and HR would be carrying out benchmarking checks. It was critical to be aware what other authorities were paying, but retention was about caseload, support and training as much as pay. They were aware of when other authorities were recruiting or who was likely to enter the market and it was important to pitch pay at the right level to keep Telford & Wrekin a good place to work. Cllr. Watling said there was some thinking at regional level with the Directors of Children Services about an inter-corporate approach. The Director agreed it was difficult because there was a limited pool of experienced social workers although there were more newly qualifieds coming through who needed to be nurtured. The move from high to low dependency on agency staff had created flexibility to cover staff sickness and absence better.
- Cllr. Evans asked for clarification about the targets and savings targets presented in the report and whether they were to date or to the end of the year - it was hard to see progress to date against quarterly or annual targets. The Director explained that the description box stated the date that the targets and savings related to. The columns on the left hand side showed the targets for each activity at each

stage, and the “Achieved” column showed what had been achieved to date i.e. to the end of April 2013, and any variation against target. The table on the right hand side showed the savings targets for 2013/14, the forecast savings achieved from performance against target, and any variance. For example, the target to reduce the number of children in residential placements by March 2014 was 32 which would bring a forecast saving of £654 by March 2014, but if the target was under- or over-achieved, the “achieved” saving would vary either way.

- Mr. Williams wanted to know the rationale for reducing agency social workers to 6 by April 2013. The Director said this was a phased reduction target and the intention was to have no agency staff by March 2014 which she was confident would be achieved. The targets had been planned to fit with the recruitment process and the number on caseload. She felt the targets were stretching but not aspirational – caseloads were examined every month to assess how many agency staff were required to ensure delivery of a safe service. Cllr. Watling said that the number of children in care had been set at 300 to calculate unit costs and was not a target.
- Cllr. Stanton noted that the forecast saving to date was £1.2m and wanted to know how the savings would be used or reinvested. The Director said that the savings were a contribution to getting the service back within budget and did not release revenue. The Council benchmarked against regional activity which showed that Telford & Wrekin was not an outlier in terms of spend on children in care. Cllr. Watling said that comparisons were made against national, regional and statistical neighbours and there were a lot with Inadequate Ofsted ratings. Cllr. McClements said the Council had a relatively low level of income from Council Tax because of the housing mix in the borough – many properties were in Band B – and the economic profile of the borough meant proportionately more children come into care than in more affluent areas so the service felt all these pressures and this was why he felt it was important to address youth unemployment. Cllr. Austin said it was good that young people decided to stay in the borough. He said that Telford had been one of the fastest growing towns and with growth there comes change and one family could have a big impact on the budget. Cllr. Watling agreed and as an example, 7-8 children had been taken into care last year from 2 families.
- Cllr. Lawrence said the Committee’s concern was not so much how many children were in care, but how long children spend in care and, looking at the cost against budget graphs in the Dashboard, he expressed some concern about the level of control over costs. The Chair said she had attended two of the monthly financial monitoring meetings and her view was that the monitoring was very robust. Cllr. McClements said that financial monitoring was excellent. Cllr. Watling reminded members that the Children & Young People Scrutiny Committee had done a review of the children in care placement strategy which had found some very clear positives in terms of the strategy and was disappointed that members did not seem to have read the report. He said again that the permanence strategy was being looked at but at the end of the day these were our children and all members as corporate parents were responsible for looking after them. Cllr. Lawrence replied that his concerns were not about the corporate parenting responsibility, but about the financial monitoring and there seemed to be too much emphasis on monitoring

and not on management. Cllr. McClements disagreed and said that the meetings were not just about monitoring, but were about challenging what is going on and how things were being improved and he wanted to know what scrutiny thought should be done differently. The Chair again said she had attended monitoring meetings and was happy with the way they worked and suggested that other members attend to seek assurances.

- Cllr. Stanton wanted to know whether the Council's total spend on children in care as a proportion of the Council's total budget was benchmarked with similar authorities and what percentage of the total budget was spent on children in care. The Director said there may be some CiPFA benchmarks, but it was difficult to make fair comparisons because each authority allocates and codes spending in a different way. The usual benchmark used was unit costs. A saving of £121k was also forecast from the commissioning of the new Jigsaw care contract.
- Cllr. Guy sought assurance from the Director that placement costs were under control and being managed. The Director said she could confidently give assurance that costs were under control. They know that bringing children into care will have a cost, but when this happens the costs are controlled. Costs could be reduced by setting a lower care threshold but a lot of work had been done to look at this and she believed Telford & Wrekin had a fair threshold. Once a child is taken into care, the lowest cost care that meets the child's needs is put in place. Some children need higher cost care and if this is the case, the child is provided with the right care to meet their needs, but the costs are known so that spending is controlled. They know what is happening and why spend is made.
- Cllr. Guy asked that if the budget is perceived to be out of control, how the Committee and members of the public could be convinced that it is not. Cllr. Watling said that the evidence was in the reports provided and in the Dashboard, and that it was the job of all Councillors as corporate parents to get this message over. Cllr. McClements said that the Council could set a higher budget so it could say it was within budget which was what other Councils had done, but Telford & Wrekin would not do this. Telford & Wrekin was a lower wage economy than other authority areas and these conditions correlated to proportionately higher numbers of children coming into care so there was more pressure.
- Cllr. Lawrence said he felt there was scepticism about budget control because there had been a repeating cycle of overspend in recent years and although he understood there may be a connection with current economic conditions the overspend trend had not always related to this. Cllr. Watling said he had asked a Member from Derbyshire how they dealt with increasing costs and had been told that Derbyshire just increase the budget each year. Cllr. Lawrence said he still felt there was a better way and Cllr. Watling replied that he would like to hear it.
- Cllr. Stanton said that in business, if there was a greater than 50% risk of something happening, it should be accounted for in the budget. Because this didn't happen, the budget was continually overspent and drawing on contingencies and this created a mindset of "not doing well". He wanted to know if this could be

reversed so a more realistic budget is set and this would send out a more positive message. Cllr. Watling agreed that a more positive message would be desirable.

There were no further questions and the Cabinet members and Director left the meeting.

**BFSC-6      WORK PROGRAMME**

Members considered the previous discussion and the work programme circulated as Appendix C.

With regard to the children in care placement budget, members requested:

- A further report on the Cost Improvement Plan later in the year
- Quarterly reports of the Securing Permanence Group
- The Children in Care Performance Dashboard
- The IEWM report on the fostering service
- Cost benchmarking information with statistical neighbours
- Trend data on the budget / forecast / actual spend on care placements and the number of children in care from 2003.

With regard to the next meeting, it was agreed that:

- Ken Clarke would present the 2012/13 Outturn report
- Richard Partington would be invited to report on the Council's approach to outsourcing/shared services including the option of bringing services back in-house, the Council's approach to prioritising services / financial planning in the medium term and the Council's approach to commercial income generation.
- There would be an update on Single Status

The September meeting would be a joint meeting with the Co-operative & Communities Scrutiny Committee to have an update on the impact of the welfare benefit reform policies previously scrutinised. The role of the Co-operative & Communities Scrutiny Committee was to look at the social impacts and the Budget & Finance Scrutiny Committee would look at the financial implications.

The meeting ended at 8.15pm.

**Chair:**.....

**Date:**.....

## **CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE**

### **Minutes of a meeting of the Children and Young People Scrutiny Committee held on Thursday, 18<sup>th</sup> April 2013, held at 6.00pm in Meeting Room 3, Darby House, Telford.**

**PRESENT:** Councillors M. Ion (Chair), J. Greenaway, J. Loveridge, M. Smith, C. Turley and Co-optees R. Aveley, S. Harris and S. Rayner.

**Attending:** Cllr. P. Watling, Cabinet Member Children, Young People & Families; L. Johnston, Director Children & Family Services; J. Collins, Assistant Director Education & Skills; K. Swallow, School Organisation Services Manager; K. Perry, Assistant Director Children's Safeguarding; A. Yapp, CIC, EDT and Fostering Manager; S. Jones, Scrutiny Officer.

#### **CYPSC-33 MINUTES**

**RESOLVED** – that the minutes of the meeting of the Children & Young People Scrutiny Committee held on 12<sup>th</sup> March 2013 be confirmed and signed by the Chairman. There were no matters arising that would not be referred to later in the meeting.

#### **CYPSC-34 APOLOGIES FOR ABSENCE**

Cllrs. G. Green and A. Mackenzie and Co-optees S. Ali, A. Atkinson and M. Ward.

#### **CYPSC-35 DECLARATIONS OF INTEREST**

None

#### **CYPSC-36 PROVISION OF PRIMARY SCHOOL PLACES**

The Chair reminded members that the review of the Children in Care Placement Strategy was complete and the Committee was moving on to the next review, the provision of primary school places. The Chair tabled draft Terms of Reference and lines of enquiry which would be circulated for comment with a view to endorsement at the next meeting.

The Chair then invited the Assistant Director and School Organisation Services Manager to provide some context to the report circulated as Appendix B on the Planning of Primary School Places 2013-2018.

The School Organisation Services Manager made the following points:

- The report is updated annually every Easter.

- The census totals and projections to 2017 were shown on page 5. There had been a rise in the birth rate since 2007 but numbers had still not reached the 2002 peak.
- Successive governments had over time changed the planning guidelines. Current guidelines allowed a 5% surplus of places to allow for parental choice. When numbers dipped, surplus space within schools had been used for other activity but could be re-designated to add additional capacity. It was not always easy to reclaim the space - for example if it was occupied as a nursery or as an ICT suite which had become a working curriculum area for the whole school. Space used as a community room was easier to reclaim because a smaller room could be used instead. For example, Donnington Wood had had capacity for 70 admissions which had been reduced to 50 but was now back to 60 children per year group.
- The “PAN” is the Published Admission Number and relates to the capacity of the building i.e. the number of notional work spaces.
- There were three ways of expanding primary places:
  - a) Bringing existing accommodation back into use (re-designation)
  - b) Extending existing primary schools (e.g. Newdale Primary)
  - c) New schools (e.g. Ironstone Primary in Lawley)
- There were three main sources of funding for school places as set out on page 49:
  - a) Capital receipt – this had been used in the Building Schools for the Future (BSF) programme. Excess land identified from a school reorganisation could be sold off if there was no overall net loss of playing field land. The Council could grant itself permission to do this but decisions had to be submitted to DfE and the Schools Adjudicator with a justification to ascertain that the land to be sold will not be needed for a free school and be granted permission to sell.
  - b) DfE Formulaic Basic Need – this is a bi-annual allocation made to local authorities to target pupil place priorities in their area. The amount of capital available had gone down. (The 2013-15 allocation had been confirmed as £1.2m.) Funding bids for the Bridge School and Ironstone Primary are to be made to the Targetted Basic Needs pot.
  - c) Section 106 contributions – a formula is applied to project the number of additional pupils a housing development will generate and the Council can command financial contributions for educational facilities from the developer through Section 106 agreements. For new housing developments, additional pupil numbers are built into projections at a rate of 0.28 primary pupils and 0.16 secondary pupils per home – the formula used and agreed by DfE. Section 106 money is usually paid on occupation of the new houses. One of the difficulties is matching the planning of school places with when new houses are ready for occupation – if new places are built in too early a) there is no money to fund the places and b) pupils can leave local schools to fill the new provision, leaving no space for children from the new development when it is occupied. If they are built in too late schools in the area surrounding the development may become oversubscribed and this has a

knock-on effect on local families. Lightmoor Primary was built to create capacity for the new houses in Lightmoor Village, and its planned admission number was increased gradually to match the number of places available as closely as possible to the rate of occupation in the development. There was a similar situation in Priorslee and Redhill primary schools when they opened to match the occupation rate of the substantial local housing development. There has been a dip in housing completions because of the recession and some developers had asked for S106 contributions to be reduced as the value of houses had dropped making it difficult for the Council to rely on the developer contribution. Also, S106 contributions are not generally levied on affordable homes which nevertheless do generate children who will need school places

- Cllr. Watling said the Council needed to be conscious of the government's agenda. The Assistant Director explained that Academies which are outside education authority control can decide independently to increase pupil numbers – Priorslee Academy had done this – and if more schools become academies then the exercise of planning places which is already difficult will become very difficult because academies could do what they want without talking to the authority. The School Organisation Services Manager said it was not clear whether or how the government would adjust the allocation of non-academy places or authorities' funding allocations if the academies grow.
- The formula for projecting places was complicated and based on birth figures and data provided by the PCT on known children 0-5 then mapped by school attendance area. Figures for 2017-18 had been projected from an average of the preceding 4 years because the children for admission that year had not yet been born. Parental preference also made projections problematic.
- The report included detailed projections for each school divided into seven planning areas. Moorfield Primary was used as an example to explain the data in the tables for each school. The "census" year is the year of intake – census data is collected three times a year for pupils on-roll. Figures for 2013 are actual number enrolled. Figures for 2014 onwards are projected numbers. The Net Capacity is based on the square footage of the school (which may vary from the PAN). Guidance allows a 5% surplus of school places to allow for parental preference. If the surplus within a 2 mile radius of the school is below the 5% threshold the Council can ask for money to expand. The Weighted Reception Intake is the % of actual intake over or under the projected intake from the schools catchment area e.g. there were 30 reception admissions in Moorfield Primary in 2013 which was 236% more than projected from the number of known children living in the school's area. The Total Housing increase in the area is the number of new properties with planning permission – where additional housing is shown in the table the projected number of children created by the development had been factored into the figures. In the case of Moorfield there were no new houses planned.

Following the presentation, members asked questions and were given the following additional information:

- Mr. Reynolds asked whether the Net Capacity or the PAN was used for planning

purposes and it was confirmed that the Net Capacity was used but tailored to the PAN. SS Peter & Paul Catholic Primary had reduced the PAN from 30 to 20 and surplus space had been re-designated but the governors had decided to move the PAN back from 20 to 30 and this would affect the surplus. Church of England schools tend to have a catchment area but Catholic schools don't because they attract pupils from further afield including outside the borough and this makes determining the numbers impossible. Co-optee Cllr. Aveley asked whether we talk to neighbouring authorities for information to find out the likely impact on school admissions in Telford and Wrekin and the Manager said that we do speak to other authorities but with the Catholic schools it was still difficult to project. Newport is a net importer of pupils as people over the border look to Newport rather than Staffordshire so we liaise with Staffordshire Council. Children do cross boundaries – the Priorslee primaries tend to lose out to the Idsall feeder schools.

- The Chair asked for more information about Newport Infant and Newport Junior Schools where the housing increase was 550. The Manager explained that schools with developments with planning permission in the area are given a weighting for housing and the projected increase in pupil numbers from the development are planned into the projections. Newport Infant school used to have a PAN of 90 but there had been a dip in births so space had been used for nursery provision and alterations were now being looked at that would create space without disrupting the nursery. Lead-in times for developments are difficult to plan but we need to plan ahead for developments which have planning permission.
- The Chair wanted to know who had drawn the conclusions presented in the report and the School Organisation Manager said that the conclusions were hers and her teams'. Overall, there was a diminishing surplus and with the number of new planned developments it was likely to diminish more so infant provision needed to be extended and then primary provision would need to be extended. The dilemma was planning places in the right place so people would go to where the places were. Schools are divided into planning areas and reported to DfE.
- The Chair invited comments from co-optee Ms. Harris as Head Teacher at Shortwood Primary. Ms. Harris said Shortwood had very high mobility with children moving in and out of the area very quickly so the numbers were a moveable feast. In 2013, 70 had been admitted to Reception and Year 1 was full. 70 was a diabolical number but could just about be managed at KS1, but at KS2 there would be 35 per class which is too many. The Manager asked why the governors had agreed to admit 70 and Ms. Harris explained that the PAN had been set at 70 because of the site size and the Section 106 funding. The old infant and junior school had been expected to be filled immediately from the new development on the old school sites but development had slowed down. There are some areas of development still to be completed. Mobility of families is also an issue within the schools attendance area– some children joined the school for 6 months then moved on. The governors would like to reduce the PAN to 60 but there would not be enough room for the displaced children in the other local schools. Dothill could possibly take some now, but St. Patrick's and Wrekin View

were already full. The Wellington primary schools were generally constrained by what they could do because the majority were up to the limit of their sites and so other solutions would need to be looked for.

- The Chair asked what the particular pressures are in the borough. The Manager said that all the Reception classes in Wellington for 2013/14 were full and there was big pressure in North Telford from new developments so there was a need to predict where new buildings would be and immigration patterns. Developments in Ketley and Hadley had put pressure on HLC Primary but the school could not be expanded because of the doughnut design and the PFI arrangements. Expansion was being planned at Meadows and Teagues Bridge Primaries to relieve pressure on HLC and they were looking at creative ways of doing this. The Assistant Director said there were also more children with profound disabilities which was putting pressure on the Bridge School – early discussions were taking place with TCAT about expanding post-16 provision and this could be reported back to the Committee in due course.
- Cllr. Greenaway questioned the finances for the new Ironstone Primary which showed a deficit of £900k. The Manager explained that the expected cost shown in the report was based on an estimate for 420 places but the school would initially be built for 210 places. It would probably be cheaper to build for 420 all at once to keep construction costs low, but it was impossible to justify keeping the empty space until the housing development was completed. The initial building work would accommodate 210 but the core facilities would have capacity to accommodate up to 420 and the buildings would be extended later. Targeted funding bids are to be considered for Ironstone and for the Bridge School/TCAT.
- Cllr. Greenaway wanted to know where the pressure on the Bridge School was coming from and it whether it was from applicants outside the borough. The Manager said this was partially true – there was one other special school in Shropshire, so if children live in Shifnal or Albrighton the Bridge was closer. Parents can ask for a named school on a statement and can appeal a decision if they think it is not in the best interest of the child. The Assistant Director also said that under the new schools funding formula, special schools become the agent so parents can have a conversation directly with the school and do not have to go through the local authority team. There is anecdotal evidence that some entrepreneurial heads are negotiating directly with external authorities to increase admissions and the funding that flows with them. The Head Teacher at the Bridge School is clear that her priority is for Telford and Wrekin children, but other heads out of the borough can have an affect.
- Mr. Reynolds pointed out that the Context section of the report set out the Council's statutory duty to ensure that there are sufficient school places in the borough and, further, that the Council will also seek to "Improve educational outcomes by ensuring access to high quality provision". He said he would like to see evidence of how the planning of places was balanced with education standards and how standards are maintained or improved – this was not just about the numbers. The Assistant Director said that the School Organisation Services Manager was part of the School Improvement Team which was looking at how to drive up standards and

the effect of “popular” schools on planning was being looked at.

When there were no further questions the Chair thanked the Assistant Director and Manager and they left the meeting.

The Chair referred back to the point raised by Mr. Reynolds about the balance between capacity and quality of provision and suggested this should be added as a line of enquiry for the scrutiny review. The Terms of Reference would be updated with this change and circulated to the Committee for comment and endorsement.

### **CYPSC-37 OFSTED REPORT ON THE FOSTERING SERVICE**

The Chair reminded members that the Ofsted report on the fostering service had been published on the day of the previous meeting which had been too short notice to bring to this meeting for the Committee to consider the response and action plan. He invited the Cabinet Member and officers present to comment on the report.

The Assistant Director was gratified that Ofsted had endorsed the direction that the service was going in and said ideas for improvement were welcome. The Fostering Manager explained the inspection process. Ofsted had truncated inspections from 2 weeks to 4 days which was felt not enough to look at the full breadth of the service. Policies, procedures and other key documents had been provided in advance and the inspectors had also chosen other documents and records for unannounced spot checks during the inspection. They had not visited any foster homes but had done surveys and spoken to foster carers on the telephone. There had been focus groups with a mixed group of carers and mixed professionals which had been well attended. Ofsted had decided on the key lines of enquiry and then drilled down into them. By Day 4, they had decided their views and provided feedback.

The report commended a number of areas which was pleasing given that the service had been through so much change with the internal re-structuring. Steps had been taken in the re-structure to strengthen the fostering team with the creation of a new Team Leader posts for Kinship Care and Short Breaks although it had been difficult to recruit to manager posts and there had been a certain turnover of staff. The Manager felt that considering the change within the service, the new inspection process and the tougher standards, that the service had come out quite well. She felt that Ofsted’s assessment had broadly matched the Council’s self-assessment and was confident that the measures put in place provided a good platform to strengthen and improve the service.

The service was working hard on the action plan to address the areas highlighted by the inspectors. For example, an immediate audit had been carried out of unannounced visits which had now all been done and the policy had been strengthened by increasing the number of unannounced visits from one to two per year. The Manager now received a schedule of the unannounced visits so she could pick up on any that were outstanding. Sometimes the visits were recorded as “not done” when the social worker had visited, but the foster carer had not been at home. “Unannounced visits” are exactly that – the social worker turns up without warning to

check that everything is as it should be – and there is no guarantee that the foster carer will be at home.

On the issue of participation, there were a range of activities with the children and young people but Ofsted had not recognised them all so there was a need to demonstrate the breadth of activity better. The Manager has regular meetings with the Chair of the Foster Carers' Association (FCA) about what is working, what else could be done etc. Training had already been discussed to see how it could be improved – it could be difficult for carers working full time to access training although this was usually the non-main carer. The Policy had been reviewed with the FCA and the training manager and a draft was due to go back to the FCA for discussion. Mandatory training had been separated from non-mandatory training and the mandatory sessions had been increased from 4 to 8 per year. A training pilot aimed at new/first-time carers had been put in place to help them deal with difficult situations. The carers get help through supervision but the extra training would bolster this – new carers often need more help in dealing with the reality of challenging behaviour for the first time, especially with teenagers, and this was a particular area being looked at with the training provider. The Assistant Director said this was even more necessary because more teenagers were being placed in foster care.

Cllr. Watling said that he felt the section of the report on leadership and management was particularly harsh, and he knew it was well respected by the foster carers who receive good support. He felt the service was developing the right kind of support and was disappointed that the inspectors had not seen this. He thought the report only gave a snap-shot of what the inspectors had seen at that particular time and he was very surprised that the inspectors had not interviewed him personally, or acknowledged his contribution, as the Lead member for children and young people.

The Director acknowledged it had been a struggle to recruit some of the team leaders and said that this had had an impact on the capacity of the Fostering Manager to progress strategic issues and she commended the Manager on her hard work in delivering services through this period.

Members then asked a number of questions:

- Co-optee Cllr. Aveley asked when the last inspection had been and what the judgement was. The Manager said it was three years ago and the service had been rated "Good". The inspectors this time had said they were optimistic that if they re-visited in 12 months the service showed all the signs that it would be able to achieve a Good rating. The Assistant Director said that the Fostering Manager had set aspirational standards but the service hadn't got there as quickly as they hoped due to the period of instability previously mentioned, and also Ofsted has raised the bar.
- The Chair asked whether the rating had been a surprise. The Manager said that the overall rating had not been a surprise because in general it matched the service's self-assessment. The Assistant Director said she was disappointed with the leadership and management rating because she knew what the reality was, and was very disappointed with the rating for the "Outcomes for children and young

people” when so many of the outcomes are good and the service knows they are good.

- The Chair asked whether, given the last comment, there was anything in the report that should be challenged. The Manager said they had challenged what had been written about how we engage with children and young people because Ofsted had failed to recognise the range of engagement – that one size does not fit all – and the wording in the report had been changed. Otherwise, the report was considered fair.
- The Chair wanted to know how far the rating was from Inadequate and the Assistant Director strongly assured him it was a very long way away and that the narrative reads positively. The self-assessment had rated the service as Adequate but close to Good, except the Outcomes for children and young people which had been self-assessed as Good. Ofsted had agreed with the self-assessment except on the Outcomes but if you read the report without the rating, you might assume the rating was Good. The Manager had had an interview with the inspectors and they had told her to hold onto the positive direction the service was travelling in. The Cabinet Member said there is a good relationship with foster carers - he meets the Chair of the FCA every month and brings any issues back to the Director – and this had not been recognised by Ofsted. Cllr. Aveley said that if the inspectors had been told things that were not reflected in the report then the Council should go back to Ofsted to tell them the report is inadequate. The Chair said that organisations have a right to challenge inaccuracies – and that window had now passed – but it was difficult to challenge a judgement once made and from what officers has said, it sounded as though the report had omissions but not necessarily inaccuracies. Ms. Harris said that value-added information could be used to influence prior to a rating being decided, but once a rating had been decided it could not be influenced. Cllr. Aveley wondered whether inspectors had come with the right attitude. The Chair said that the report was what it was, and the priority now was to look to the future. The Director said that in terms of the Ofsted judgement, it was overall the same as the self-assessment.
- The Chair said he was alarmed by the language around leadership and management and asked how the action plan addressed this. The Assistant Director said leadership and management underpinned delivery of the action plan and she was confident that if the action plan was delivered the service would get a Good rating next time. The report had recognised that the management structures were there, but in their infancy. The Chair said that if the outcomes were better, then it could possibly be surmised that the leadership and management was good, but he wanted to know specifically if there were any actions in the plan that would strengthen support for colleagues. The Assistant Director relied that the critical thing was to have a stable team in place and to embed the systems – there was a strong management group – and significant improvements would flow from this. Filling the senior social worker post was a priority and would help. An offer had been made for the SSW post but unfortunately the candidate had then got a job elsewhere. Additional support had been put around the Fostering Manager. Regarding record filing systems other

parts of the safeguarding service were further ahead due to the phased roll out of Protocol, but the approach was not to go for a “quick fix” but for a project approach with key milestones and the corporate core had provided project support. Also, monitoring information about the service had improved and was more robust – the systems need to support staff to do their jobs.

- Ms. Harris wanted to know whether the training for foster carers was available in the evenings. The manager confirmed it was, and at weekends, and the number of sessions would be increased from 4 to 8 per year. The Assistant Director said that the concept of a “carer” was being taken into account – in a foster home there could be more than one carer but one was the main carer, plus more was being done as mentioned earlier on the expectations and training of new and support carers. The Manager said that foster carers from other authorities and agencies had been gravitating towards Telford & Wrekin because of the good level of support provided to carers by the authority. The Cabinet member also said that a number of things had been done to help retain the foster carers, for example the decision to increase the foster carer allowance was paying off. There was an annual foster care conference in November - the Manager had found sponsorship for the event so it was cost neutral – which the Cabinet member attended and said was a chance to speak to the foster carers and get a snap-shot of their views. Last year they had been very positive. Cllr. Greenaway said she had attended the previous year and it had been very good. The date of this year’s conference would be circulated to members after the meeting.
- Mr. Rayner made the point that three of Ofsted’s recommendations related to training for foster carers and that the measures of outcomes were data driven and could be tick-box exercises and no guarantee of quality – he said that the training and the measures need to take account of quality and our own self-assessment and should not be driven by data. The Director said that Ofsted had not wanted to meet her as the Director of Children’s Services and therefore it had not been possible to get over to them the critical importance of the service to the Council – she felt the comments about leadership and management were unfair because they did not reflect the corporate level of support for the service. Cllr. Watling felt the comments were inconsistent with Ofsted’s comments about leadership and management in the report on Safeguarding and Looked After Children services.
- The Chair reminded members that at the briefing in August 2012 on the Ofsted report on Safeguarding and Looked After Children, the Cabinet member and officers had been confident that when Ofsted inspected again the judgement would improve. He wanted to know when the service was likely to be re-inspected, and whether Ofsted were pro-actively invited to re-inspect. The Director replied that Ofsted had decided not to go ahead with a multi-inspectorate and to keep Safeguarding and Looked After Children separate, but that there may be a move towards a multi-inspection of safeguarding, looked after children, adoption and fostering services and it was sensible for the Council to wait until this had been decided and then to understand the new framework first.

The Cabinet member placed on record his thanks to the Delivery & Planning Team which had been hugely helpful with the inspection.

The Chair recognised the emotional and professional commitment of the Fostering Manager and thanked her for all her work. He hoped that when Ofsted returned to re-inspect, the service would achieve an improved rating.

## **CYPSC-38 SCRUTINY REPORT ON THE CHILDREN IN CARE PLACEMENT STRATEGY**

The Chair introduced the draft report on the Scrutiny Review of the Children in Care Placement Strategy which was tabled for the Committee to consider and comment. A copy had been sent to the Cabinet member and officers before the meeting.

A cross-party sub-group including a co-optee had been set up and met a number of times throughout the review to take stock of work and had also met with social workers, foster carers, an IRO and was planning visits to two young people in residential care. The sub-group had met to draft the report and recommendations. The Committee had also met officers and Philip Shakesheff from West Mercia Police and had visited Jigsaw. The work had been thorough and robust.

The Chair summarised the main points as set out in the Executive Summary. There were three lines of enquiry for the review; safety, value for money and responsibility for children placed in the borough by other authorities. The key strengths identified were the appointment of a Director for Children's Services which had improved accountability and enhanced the capacity for improvement, and the joint working with partners in particular the Police. The creation of the Cost Improvement Plan and monthly Cabinet-led financial monitoring meetings had been highlighted as positive and reflecting a shared ambition, but had not been bullet-pointed as a strength because it was too soon to see the impact.

The Chair then ran through the recommendations and invited members to comment:

**Recommendation 1** did not relate to the lines of enquiry but was an overarching recommendation aimed at increasing member up-take in Corporate Parenting briefings to improve awareness of issues and responsibilities. A briefing session had been held recently and had been well attended and was useful, but scrutiny had recommended that non-attendance should be published on the website.

Cllr. Turley said that there could be genuine reasons why members had could not attend and this needed to be taken into account when publishing names. The Cabinet Member said that the cross-party Corporate Parenting group had been working on e-learning sessions to make it easier for members to take part. Cllr. Aveyley commented this could be an issue for other meetings, but the Chair said in his view there was no greater responsibility for members than for looked after children. The Cabinet member said he was pleased with attendance at the cross-party group and believed this would improve members' understanding of the role.

**Recommendation 2** (in two parts) related to the Quality Assurance of Systems and Processes. Members had not been satisfied that we have an overall view of the

progress of children in care. Cllr. Greenaway, who was on the sub-group, added that the evidence provided by the foster carers had showed that the statutory visits were not always happening and there was evidence from the social workers and IRO that reports were not always completed in a timely fashion. The Chair said that on the basis of the evidence, the sub-group had not been satisfied that the quality assurance of the systems was not robust enough and had made recommendation 2 a).

D.I. Phil Shakesheff, from West Mercia Police, had provided evidence to the Committee and had also been involved in discussions after the meeting. He had raised the issue about the Return Visits for missing children as a regional and national issue, and recommendation 2 b) was to bring a report to scrutiny to see what was happening locally.

**Recommendation 3** in two parts related to the Independent Reviewing Officers (IROs). The meeting with the IRO had not convinced members that the IRO service was robust or independent and the recommendation was therefore for the current review to consider the management arrangements and the possibility of moving the service to the scrutiny team, with an annual report to be presented to the Committee.

Ms. Harris asked whether anything was done to review the work of the IROs and how they are QA'd. The Assistant Director said she was mystified by this view – she said the IROs quality assure the work of the social workers and they pick up issues with the social workers and senior managers and that this happened. Issues with the training of IROs were being addressed and live observation was happening. The Cabinet member said that Ofsted had picked up on capacity issues with the IROs and this was being looked at as part of the current review. The Chair emphasised that there was a unanimous view from members who had attended the meeting with the IRO about the lack of evidence of challenge and independence and there was a real strength of feeling on this point but it was up to the Cabinet member and officers to consider the recommendation and respond accordingly. Cllr. Aveley said he was not sure whether the recommendation should specify the suggestion of the move to the scrutiny team and there could be other options.

Recommendation 4 related to the framework contracts for external care and the Jigsaw care contract. Cllr. Aveley declared an interest as Governor of HLC which was running the Jigsaw school contract but the Chair said the recommendation only referred to the Jigsaw houses and Cllr. Aveley suggested this should be clarified in the report. The Chair said the Committee had heard that there were 144 providers on the regional framework contract for residential care and members had questioned the ability to drive costs down effectively with such a high number of providers. Members had had concerns about the Jigsaw care contract and had requested a report back on savings and outcomes within six months of contract award. There had been concern about the gate-keeping of quality reports for providers on the framework contracts and had recommended that this should be built into the framework.

**Recommendation 5** related to clarity of reporting costs on the Dashboard and there had been much discussion about this at previous meetings.

**Recommendation 6** related to other authorities' children living in the borough. A

children’s home provider conference in Shropshire had identified 40 children living in homes in Shropshire that the police had not previously been aware of and it was recommended that a similar conference should be held in Telford & Wrekin. The Director informed the Committee that she had written to Ofsted some time ago on behalf of DI Shakesheff raising the issue of sharing information this information with the police, but had received a reply advising that this would be in breach of protocol. She had passed a copy of the letter to DI Shakesheff for his use. Ofsted subsequently changed position and agreed that the information could be shared, and the authority had now passed the information on to the police.

The Chair then checked that members had no further comments and as there were none, said that it would be taken as endorsement of the report by the Committee.

The Cabinet member thanked the Chair and the Committee for the report and for a thorough investigation, and said he would present the response when the report came to Cabinet which was due to happen in May.

The Chair thanked all the officers for their time and work during the review. He made no apology for the length of the report as he felt there was no service that was more important for the authority other than adult care.

The Director welcomed the report and scrutiny’s comments.

The Chair thanked the Scrutiny Officer and drew the meeting to a close.

The meeting ended at 7.50pm.

**Chairman:**.....

**Date:**.....

## HEALTH AND WELLBEING BOARD

Minutes of a meeting of the Health and Wellbeing Board held on Wednesday 15<sup>th</sup> May at 2.00pm in the Wrekin Room, Business Development Centre, Stafford Park 4, Telford

**PRESENT:** Cllr R Overton (Chair) (Telford and Wrekin Council), Dr M Innes (Vice-Chair) (Clinical Commissioning Group), Cllr E Clare (Telford and Wrekin Council), P Clifford (Telford and Wrekin Council), Cllr A England (Telford and Wrekin Council), D Evans (Clinical Commissioning Group), Cllr G Green (Telford and Wrekin Council), L Johnston (Telford and Wrekin Council), Cllr J Seymour (Telford and Wrekin Council), D Wickham (NHS England Shropshire and Staffordshire Area Team), Cllr P Watling (Telford and Wrekin Council), Dr C Woodward (Telford and Wrekin Council), C Davis (Healthwatch Telford and Wrekin)

Officers: J Eatough (Assistant Director: Law, Democracy and Public Protection), K Kalinowski (Assistant Director: Care & Support), P Taylor (Assistant Director: Social Care Specialist), C Jones (Assistant Director Family & Cohesion Services), J Power (Delivery & Planning Manager), H Onions (Public Health Specialist), J Rowe (Assistant Director: Neighbourhood and Leisure Services), V McKay (Interim Service Delivery Manager, Children and Family Services), S Davidson (Service Delivery Manager – Leisure), S Norwood (Commissioning Specialist), L Mills (Head of Health Inequalities and Lifestyles), N Wilde (T&W CCG), J Meakin (T&W CCG), C Hall-Salter (Partnership and Planning Manager), M Cumberbatch (Legal Services Manager), F Bottrill (Scrutiny Group Specialist) and J Clarke (Democratic Services Officer).

Also in attendance: Cllr D White

The Legal Services Manager opened the meeting at 2pm.

### **HWB-1      ELECTION OF CHAIR**

As this was the first meeting of the Health and Wellbeing Board (HWB) in its formal capacity nominations were requested for a Member of the Board to Chair the meeting.

Cllr R Overton was nominated as Chair of the Board. This nomination was moved by Cllr A England and Seconded by Cllr P Watling. A vote took place and it was:

**RESOLVED** – that Cllr R Overton be elected Chair of the Health and Wellbeing Board.

### **HWB-2      ADJOURNMENT OF MEETING**

The Chair adjourned the formal meeting of the Health and Wellbeing Board in order to receive a presentation by Dr W Bird.

The formal meeting re-commenced at 14.43pm.

### **HWB-3      MINUTES**

**RESOLVED** – that the notes of the meeting of the Shadow Health and Wellbeing Board held on 13<sup>th</sup> March 2013 be confirmed and signed by the Chair.

#### **HWB-4      APOLOGIES FOR ABSENCE**

D Harrison (Clinical Commissioning Group)

#### **HWB-5      DECLARATIONS OF INTEREST**

Cllr J Seymour declared an interest in Agenda Item 6 Continuing Health Care.

#### **HWB-6      CLINICAL COMMISSIONING GROUP UPDATE**

D Evans gave a verbal update on the Clinical Commissioning Group (CCG).

The CCG were in the final stages of agreeing the main contract for mental health services. All other contracts had been agreed.

Recently, there had been significant challenges with regard to A&E waiting times and a number of actions by the Trust and partners had been taken in order to rectify this. Overall there had been an improvement since April but the CCG were uncertain as to whether this was because of the actions taken or if there had generally been a drop in demand. It had been noted that there had been a drop in demand nationally. A meeting was being planned in order to discuss urgent care planning for next winter.

The CCG Guidance and assurance was in progress and the CCG were pleased to note that the Dashboard was in place. This was centred around the JSNA. This would be brought back to a future meeting of the HWB.

D Evans announced, for information, that one of the GPs had left the CCG Board. A replacement had been sought and Louise Warburton was to join the CCG Board.

A discussion took place around the mental health services contract.

**RESOLVED – that a report be brought back to a future meeting of the Health and Wellbeing Board.**

#### **HWB-7      NHS ENGLAND AREA TEAM UPDATE**

D Wickham tabled a document giving an update on the Shropshire and Staffordshire Area Team.

Mid-Staffordshire Foundation Trust (MSFT) - A Trust Special Administrator (TSA) had been appointed by the Secretary of State following the announcement that the MSFT was not clinically or financially sustainable. Although it was noted that the Trust was clinically safe. Monitor, the health system regulator, had powers to ensure continuity of services to patients. The TSA had 150 days to determine which providers would provide these services. A review of service configuration would be undertaken to determine patient specific services following the commissioner's views, consultation with local people and by market engagement. The CCG commissioner would determine location specific services. Area Team and CCG were monitoring the service and quality risks. The implications for Telford and Wrekin would be of minimal impact. It was currently unknown if there would be any implications for other hospitals ie Stoke. There was no obligation for TSAs to link with the Health and Wellbeing Boards, however the MSFT TSA was linking. With regard to any future reconfigurations it was thought better to work proactively than to have to use the external TSA process.

Risk Summit – A risk summit was a formal meeting called in accordance with the National Quality Board (NQB) Guidance and considered quality and safety within a Trust. Its purpose was to assess concerns and risk and to ensure joint action plans and to support the Trust. A local Risk Summit had been held during the last week which brought together the combined concerns of commissioners and providers. The Shrewsbury and Telford NHS Trust summit included:

- Finance
- Safety
- Risk

The role of the HWB was an important one as they needed to be aware of what was being commissioned and the health outcomes.

Area Team Commissioning – The Shropshire and Staffordshire Area Team directly commission primary care. All of these areas overlapped with the CCG, social care, children and public health commissioning and were of interest to the HWB with regard to commissioning plan alignment and achievement of health outcomes of HWBs. The Area Team would also play a role in supporting the CCG and local health economy with regard to service reconfiguration.

A discussion took place including:

- Risk Summit
- 97.5% occupancy rate
- Performance and quality issues – ie waiting times
- 18 week referral targets
- Accountability of the TSA
- Links with Scrutiny and the TSA
- NHS Strengthening
- Screening and Immunisation

## **HWB-8      CONTINUING HEALTH CARE**

Cllr D White presented a report on Continuing Healthcare following a Scrutiny Review. The Health and Adult Care Scrutiny Committee had been looking in depth at Continuing Healthcare (CHC) in Telford and Wrekin over the last five months. A series of recommendations had been made that would, if implemented, improve the CHC assessment process. A fair assessment process would ensure that all patients would have their needs assessed appropriately in order to determine both health and social care needs. It was also hoped that these recommendations would also address the funding issues for the Council's Adult Care budget. The key areas of concern included:

- The change in the rate of CHC funding in Telford and Wrekin over the last 4 years.
- The difference in the rate of CHC funding between Telford and Wrekin and other local authorities in the West Midlands and the national average.
- That the report reflected the dissatisfaction with the CHC process from families and other organisations involved in CHC
- It was recognised that it is the responsibility of the CCG to make decisions about CHC funding.
- The Committees primary concern is that patients and their families get a fair deal
- Patients receiving CHC funding will have all the health and care cost met through the NHS as NHS services are free at the point of delivery

- Patients who are assessed as not eligible for CHC funding will not be eligible for local authority funded care if they have capital over about £23,000. In these circumstances the patient will have to fund their own care needs.
- The Committee were very concerned about patients who had received CHC funding for many years – but were reassessed as not being eligible. The patients need would not have reduced – but the high quality of care would reduce the symptoms.
- CHC is a complex process and people do not understand the assessment process or what it means
- The Committee had heard that due to the reduction in funding there was a risk that some care homes would go out of business or local services will be commissioned by other areas
- The appeals process must be explained to patients and their families and they should have access to advocacy services
- The CCG has recently taken over formal responsibility for CHC and this is an opportunity to work together to resolve these issues. It will be important to agree procedure between LA/CCG and all parties
- 3 companies had set up practice to sue on CHC funding issues
- If process is right first then CCG will be less likely to end up in Court fighting cases.
- Shared funding – examples of this would be useful
- The person is most important in all cases
- National Framework can be interpreted in different ways
- There is a good working relationship between CCG and T&W
- The report and recommendations have been presented to the CCG Board

Agreement had been reached in some areas and as there were excellent working relationships between the CCG and T&W it was hoped that they would continue to listen to each other and work together. It was important to get the process right at this early stage and have a strong basis to take forward and work with. The CCG would provide a formal response, but their initial comments were that in relation to the recommendations there were some that would be accepted, there were some that were already being addressed and there were some that the CCG could not accept as they are outside the National Framework.

The report was welcomed as it brought the issues out into the open. A discussion took place including:

- The length of time taken to make final funding decisions
- Relationship issues
- The need of patients/families to fully understand the process from the outset.

The Chair thanked the Scrutiny Committee for all of their hard work and thanks was also received from Mr Steve Wood.

**RESOLVED – that:**

- a) following consideration of the Scrutiny Report that a response be brought to a future meeting of the Health and Adult Care Scrutiny Committee; and**
- b) the level of CHC funding, the number of jointly funded care packages made following a CHC assessment and the total funding contributions by partner organisations on a quarterly basis as set out in recommendation 21 of the Scrutiny Report be monitored.**

The Social Care Specialist presented a report on the Continuing Health Care and Whole System Approach which gave an update from the Council's prospective. The report sought to re-assure people on behalf of the CCG and the Council that no individual had been denied services. There was a process in place in order to make emergency decisions and no one should have to wait for care. The care for a patient would be exactly the same whoever was to fund their care. CHC funding procedures since 2009 had impacted on the Council's Community Care Budget. In January 2012 the PCT had agreed to offset a sum of money, together with one-off payments for 2011/12 and 2012/13. There was an estimated funding activity of £8m which had once been funded by the NHS. The Council's budget had been cut by the Government by 27%, rising to 33% in the coming year. Scrutiny had highlighted the impact on individuals and families and that there may be a need to some individuals to self-fund all of their care. Adult Social Care Services needed to develop a specialised knowledge and re-train social workers to play a pro-active part in the funding of care. Patients should be re-assessed if there was a dispute in order to help the Council to avoid any legal challenge.

The CCG and TWC had agreed to take part in a joint workshop. This was a very positive step and the workshop would be used to find a middle ground to work from.

A discussion took place including:

- The necessity to adhere to the National process and its complexities
- Working effectively together and moving forward in a positive way
- Working within the rules without anyone falling through the gap
- Service provision by the CCG
- Getting the decisions right
- Like for like comparisons and use of the data and graphs

The Scrutiny Recommendations had been taken on board by the CCG and some of the recommendations had already been implemented. Further recommendations were in progress although the CCG could not implement all of the recommendations as the National Framework would not allow this.

The Board were asked to have agreed an approach within 3 months. This was thought to be an ambitious target and it was suggested that a report was brought back to the HWB in three months time.

**RESOLVED – that:**

- a) the information set out in the report be noted; and**
- b) that the Officers of the Council and the CCG report back in 3 months time on the development of a jointly agreed approach to CHC funding decisions alongside a sustainable financial agreement for both organisations.**

**HWB-9      HEALTHWATCH TELFORD & WREKIN UPDATE**

The Chair welcomed C Davis, Parkwood Healthcare, the representative for Healthwatch Telford & Wrekin, who had taken over from LINK on the 1<sup>st</sup> April 2013.

C Davis gave a brief overview of the work that had been taking place since 1<sup>st</sup> April.

With regard to staffing, 1 member of staff had come over from the Local Involvement Network and had taken up the position of Community Engagement Officer. A new Manager, Kate Ballinger, had also been successfully appointed from a strong pool of applicants and started

on 20<sup>th</sup> May 2013. The next post to be recruited to would be the Research Assistant, this was a key post and would involve data management and data handling. With regard to the Chair and the Board of Directors this was a tough process to go through. Interviews were mid-way through for the Chair and it was hoped that this position would be appointed to within the next two weeks. If no appointment was made at that time then Healthwatch would raise its profile and re-advertise as it was thought better not to appoint rather than rush in.

It was hoped that Healthwatch would build on the legacy left by LINK and that volunteers would not be lost. An event had recently taken place which had looked at the concerns, challenges and local context. This was considered to be the first step forward in community engagement giving an introduction to Parkwood Healthcare and setting the platform to build the relationships.

The contract monitoring was going well and meetings were to be held quarterly, although, at present the meetings had been taking place monthly to give regular feedback.

The website was now up and running and included contact details. There was a link through to the "My Life" portal for Adult Social Care. Feedback on the website was welcomed.

There were ongoing discussions with the community and stakeholders regarding a permanent base for Healthwatch. Healthwatch was currently based at The Place, Oakengates.

A joint simulation event in partnership with Shropshire was being organised to look at scenarios which would give helpful debate and understanding.

There was a lot of work being undertaken behind the scenes and there would be a launch event early in the summer.

It was suggested that Healthwatch did not lose the input of young people and the necessity to keep the engagement with Youth LINK.

One of the key priorities was Young People and how to keep them engaged.

### **RESOLVED – that**

- a) a key priority for Healthwatch Telford & Wrekin would be Young People; and**
- b) the report be noted.**

### **HWB-10      OVERVIEW: ANNUAL PUBLIC HEALTH REPORT FOR TELFORD AND WREKIN 2012/13**

The Director of Public Health gave a brief overview of the Annual Public Health report for 2012/13.

The Health and Care Act made it a responsibility of the Board to receive and publish the report annually of the Director of Public Health. The report was currently in its final editorial stage and this report to the Health and Wellbeing Board was to summarise some key features prior to its presentation to the Board at the July meeting.

Key priorities of the Health and Wellbeing Board were informed by the local Joint Strategic Needs Assessment (JSNA) and the Public Health Outcomes Framework. This added value across the range of HWB priorities.

The current Director of Public Health was leaving the position on the 31<sup>st</sup> May 2013 but would like to be given the opportunity to see the report through to presentation at the July HWB. The Director of Public Health asked if she could attend at the July meeting to present the Report.

Cllr Richard Overton thanked Dr Catherine Woodward for her involvement and wished her well in the future.

**RESOLVED – that**

- a) **the current Director of Public Health be invited back to the July meeting of the Health and Wellbeing Board to present the Annual Public Health Report 2012/13; and**
- b) **that the report be noted.**

**HWB-11      TELFORD AND WREKIN CCG DRAFT LONG TERM CONDITIONS STRATEGY**

The Head of Commissioning Primary Care and Planned Care and the Commissioning Manager, Market Development gave a joint report on the Telford and Wrekin CCG Draft Long Term Conditions Strategy.

The Clinical Commission Group (CCG), with the approval from the Telford and Wrekin CCG Board, had commenced a programme of work to improve the quality of care delivered to patients and carers in Telford and Wrekin who have long term conditions.

The strategy would provide a framework and action plan to deliver measureable improved outcomes to include improved life expectancy or enhanced quality of life for those with long term conditions. This would be a concise document that linked to the Joint Strategic Needs Assessment (JSNA) and would cover 5 key areas:

- Principles
- Prevention
- Identification
- Management Planning
- End of Life

The delivery approach would focus on prevention and earlier diagnosis as well as the treatment of symptoms.

Engagement within Telford and Wrekin has been shared with commissioners and providers and the report detailed the progress made to date.

An implementation action plan was currently being pulled together and would be developed alongside the consultation and engagement programme.

A discussion took place including:

- Urgent care pressures
- Planned care on chronic conditions
- Important to get the strategy right at the beginning

- Important to include children and young people and not just adults
- Specific conditions – ie cardio vascular and dementia
- Stroke prevention – GP Registers
- Engagement with Carers Partnership Board
- Integrated care
- Working, thinking and planning together for a broader impact

It was asked if Clare Hall-Salter could send Nicky Wilde details of the partners/stakeholders database for engagement purposes.

The final version of the strategy documentation and implementation plan would be brought back to the Health and Wellbeing Board for an update in July/September 2013.

#### **RESOLVED – that**

- a) the key health messages, the draft Long Term Conditions Strategy “on a Page” and the actions to date be noted;**
- b) stakeholder/partner database for further engagement purposes to be sent to Nicky Wilde and**
- c) the final version of the strategy with an implementation plan be brought back to the Health and Wellbeing Board for an update in July/September 2013 be agreed.**

#### **HWB-12     SEXUAL HEALTH SERVICES & COMMISSIONING PROCESS**

S Norwood presented a report of the Director of Children & Family Services which gave an update on the current position and future commissioning process for the delivery of Sexual Health Services in Telford & Wrekin.

Sexual health services were transferred to the Council on 1<sup>st</sup> April 2013, although some elements of care will be commissioned by the Clinical Commissioning Group or the NHS England.

Telford and Wrekin PCT had completed a competitive tendering process in order that they could meet the needs of the community and to ensure the integrity and transparency of the procurement process. The contract had been awarded to the Staffordshire and Stoke on Trent Partnership Trust who had many years experience of delivery sexual health services. The new contract provided improved services from a mixture of one-stop shops, satellite clinics and targeted clinical outreach for vulnerable/at risk groups. This followed the Department of Health’s best practice which encouraged open access to integrated services. Opening times would be extended to include evenings and weekends.

Sexual health services were now available in 16 GP clinics with links to pharmacies which undertook Chlamydia screening and testing as well as emergency contraception.

To support early diagnosis and to help people living with HIV in Telford the Council had commissioned the Terrence Higgins Trust to provide a range of programmes including self-help groups.

Reducing the number of teenage pregnancies was one of the Health and Wellbeing Board’s ten priorities. A Teenage Pregnancy Board would be re-launched in 2013/14 and this would also be extended to sexual health services, smoking and alcohol.

A discussion took place including:

- Clinic locations at ie Aqueduct, Wellington, Sutton Hill, Newport
- Attendance was available at any service anywhere in the Country
- The relationship with looked after children in care
- Measurement of service developments
- The effectiveness of one-stop shops

This was a positive level of provision with longer days and weekends which would lead to a more anonymised service which could be accessed more easily now that the service had been de-centralised

It was suggested that an update be brought to the September meeting of the Health and Wellbeing Board.

**RESOLVED – that the report be noted.**

### **HWB-13     JOINT HEALTH AND WELLBEING BOARD STRATEGY DEVELOPMENT UPDATE**

The Delivery & Planning Manager and the Public Health Specialist presented an update on the Health and Wellbeing Strategy.

The asset mapping work had now commenced with the Board sponsors and officers. A common template was used in order to have systematic structured discussions. Through this engagement process a series of underlying principles had emerged including:

- Equality
- Accessibility
- Integration
- Quality
- Engagement
- Financial Sustainability
- User Satisfaction
- Early intervention and prevention and Safeguarding

This had been an important piece of work to develop an understanding of each of the priorities in order to inform the Board of how to drive the priorities.

Nine of the templates had been received at the point the report had been written and from the responses received some common themes had been highlighted:

- A quality and evidence based National document underpinned the local processes
- Safeguarding children and young people and vulnerable adults
- Equality issues

The common areas for specific focus during 2013/14 would include:

- Review and re-establishment of partnership governance arrangements for the priorities
- Refresh and update of strategies and action plans, including an update of related JSNA intelligence

Key areas that sponsors and officer leads where value can be added across the priorities by the board were included:

- That the priorities were championed across the health and wellbeing partners
- That governance, oversight and challenge for improvement on priority outcomes was given
- That interdependencies across the priorities join up with the key workstreams to work more efficiently and effectively

The next steps were to bring the templates together in order to analyse the common challenges, risks and opportunities. It was also envisaged that this analysis could also be used to complete the development framework.

These reports would be brought to the next meeting of the Board.

A discussion took place including:

- Existing Partnerships and strategies
- Physical activity for the over 55s
- Re-enforcing the message “health through fitness”
- Engagement of Ward Members and ward health profiles developed
- Cultural activities for both health and wellbeing
- Some templates need to be brought back to Board – ie Autism
- Value for money services
- “Dementia Friends” – free courses

**RESOLVED – that:**

- a) progress report would be brought back to the Health and Wellbeing Board; and**
- b) that the report be noted.**

The meeting ended at 4.31p.m.

**Chairman:**

**Date:**

## **LICENSING COMMITTEE**

### **Minutes of a meeting of the Licensing Committee held on Wednesday 26th June 2013 at 6.00 pm in the Wrekin Room, The Business Development Centre, Stafford Park 4, Telford**

#### **PRESENT**

Councillors: C Mason (Chair), T Hope, J Seymour, R Sloan, M Smith, J Thompson and K Tomlinson.

Officers in attendance: Jonathan Eatough – Assistant Director: Law, Democracy and Public Protection, Tina Street – Solicitor, Suzanne Fisher – Public Protection Team Leader, Carl Phillips – Licensing Technical Officer and Wendy Buckley - Democratic Services Support Officer.

#### **LC - 01      MINUTES**

**RESOLVED** – that the minutes of the Licensing Committee meetings held on 26<sup>th</sup> March 2013 be confirmed and signed by the Chair.

#### **LC - 02      APOLOGIES FOR ABSENCE**

Councillors – A Mackenzie, R Scammell and C Turley.

#### **LC - 03      DECLARATIONS OF INTEREST**

None.

#### **LC - 04      AMENDMENTS TO THE COUNCIL'S POLICY ON TESTS FOR LICENSED DRIVERS**

The Licensing Technical Officer advised Members of the proposal to alter the current Driving Test, which was an amended condition of licence in September 2011, and to consult with the trade over a four week period. The Chair of the Licensing Committee and the Principal Licensing Officer would then consider and determine the results of the consultation. If it was determined that changes would be required to the proposed condition of licence, the matter would be brought back to the Licensing Committee for further consideration.

Members were also advised that all existing private hire drivers must take the Driving Standards Agency (DSA) tests before 31<sup>st</sup> October 2013. The test would be taken at Hortonwood at a cost of either £80 or £96 depending of which day of the week the test was taken. Complaints had been received from drivers which included delays in taking the tests of up to 10 weeks and the cost of the test involved. Appendix A attached to the agenda includes the current test, with Appendix C, D and E showing what the new test would involve.

It was proposed that a driving assessment test would be carried out by Telford & Wrekin Council Road Safety & Sustainable Transport Team, thereby conducting the test 'in-house' and at a cheaper cost to the driver. The testers would be available 2 days per week and could go to the operator's bases rather than drivers travelling to a testing site.

The Licensing Technical Officer confirmed to Members that there would be no diminution of testing as public safety was the major concern but that a change from the DSA was needed now in view of the number of drivers required to take the test and the time scale in which to do this.

**RESOLVED – by unanimous vote – that:**

- (a) The current condition in respect of the Driving Standards Agency (DSA) Test be referred now as Road Safety & Sustainable Transport Team Assessment.**
- (b) The current condition relating to driving tests from 31 October 2013 be removed.**
- (c) The current policy to state that all drivers will be subject to the new Road Safety & Sustainable Transport Assessment. This assessment must be completed on all initial applications and for all existing drivers this must be completed prior to the renewal of Drivers Licence.**
- (d) Members approved a four week consultation for the Chair of the Licensing Committee and the Principal Licensing Officer to consider and determine the results of the consultation.**

Meeting closed at 6.20pm.

Chairman:

Dated:

## **PLANS BOARD**

### **Minutes of a meeting of the Plans Board held on Wednesday, 1 May 2013 at 6.00pm in the Auditorium, Abraham Darby Academy, Hill Top, Ironbridge Road, Madeley, Telford**

**PRESENT:** Councillors J C Minor (Chairman), F M Bould (as substitute for Councillor G C W Reynolds), N A Dugmore, I T W Fletcher, R T Kiernan, J Loveridge, S A W Reynolds, M J Smith and C R Turley.

**ALSO PRESENT:** Councillor G M Green (for planning application TWC/2013/0190)

#### **PB-104 MINUTES**

**RESOLVED** – that the minutes of the meeting of the Plans Board held on 10 April 2013 be confirmed and signed by the Chairman.

#### **PB-105 APOLOGIES FOR ABSENCE**

Councillor G C W Reynolds

#### **PB-106 DECLARATIONS OF INTEREST**

In relation to planning application TWC/2013/0059 Councillors F M Bould and C R Turley stated that they were members of Great Dawley Parish Council, but had not taken part in any discussion of the application by the Parish Council.

#### **PB-107 DEFERRED/WITHDRAWN APPLICATIONS**

None.

#### **PB-108 SITE VISITS**

**RESOLVED** – that a site visit takes place at 4.30pm on Wednesday, 22 May 2013 at Park Inn, Ironbridge Road, Madeley, Telford, Shropshire, TF7 5JU in respect of planning application TWC/2013/0190.

#### **PB-109 PLANNING APPLICATIONS FOR DETERMINATION**

Members had received a schedule of planning applications to be determined by the Board and fully considered each report and the supplementary information tabled at the meeting regarding planning application TWC/2013/0199.

(a) TWC/2013/0059 - 18 Eyton Road, Dawley, Telford, Shropshire, TF4 2DN

This was a full planning application for the change of use from A1 (Retail) to part A1 (Retail) and part A5 (Hot Food Takeaway) together with external alterations to include an extractor fan at Eyton Stores in Dawley. The Development Management

Service Delivery Manager considered that due to the significant local interest received in this application, the application should be considered by Plans Board. The application had subsequently been deferred at the meeting of the Plans Board on 10 April 2013 to enable Members to undertake a site visit.

Mrs J Wallace, a local resident, spoke to oppose the application on the grounds of increased noise and disturbance to local residents that would result from this change of use. She shared the concerns of the Council's Environmental Health Officer regarding the ventilation/odour abatement system, and there were worries that, if granted, the opening hours might be extended at some future date.

Mr and Mrs M Singh, the applicants, spoke in support of the application. They referred to a 600 signature petition in favour of the application, which demonstrated a need for a hot food takeaway shop in this area. There was already established commercial use of the site, and there was adequate parking in front of the existing shop given that most customers would walk to the premises. The existing shop did not have a problem with young people hanging around outside, and they would put up cameras, if necessary, to deter any anti-social behaviour, in addition to extra litter bins. In relation to the proposed ventilation system, they would try and hide the flue behind a wall. Although the opening hours applied for were until 21:30 hours, it was the intention to close the takeaway at 21:00 hours.

Members shared the concerns detailed in the report regarding the lack of information about the proposed ventilation and odour abatement system. Recalling the site visit undertaken that afternoon, Members noted that the premises was in a densely populated residential area which they did not consider to be a suitable location for a hot food takeaway due to the adverse impact upon neighbouring dwellings, noting that the shop was once a dwelling and not a local centre. This would be an additional business to the existing shop, but the application did not provide any additional parking. Increased on-street parking would adversely impact on a busy road and adjacent bus stop, in addition to concerns regarding manoeuvring of vehicles onto the highway. Members also considered that the size of the proposed premises was unlikely to be adequate for such a use. On balance, therefore, Members accepted the Planning Officer's assertion that the application was contrary to local and national policies and did not consider that this application was acceptable.

On being put to the vote it was unanimously:

**RESOLVED** – that the application be refused for the following reasons:

**(1) the proposed development will have an adverse impact on the residential amenities presently enjoyed by neighbouring dwellings by virtue of unacceptable levels of disruption from noise and odour which will be generated from the proposed development. Furthermore, the Local Planning Authority considers that this established residential area is unsuitable for such businesses, which are more suited to local and district centres. Accordingly the proposal is contrary to policies CS5 and CS13 of the Core Strategy and the National Planning Policy Framework; and**

**(2) the application lacks in supporting information relating to the proposed ventilation and odour abatement systems. The Local Planning Authority is unable to fully assess the impact of the proposed scheme on neighbouring dwellings as a result of this lack of information, in conflict with the National Planning Policy Framework.**

After the vote had been taken, Members did express further concerns about highway issues and confirmed to the Planning Development Manager that they would like to add highway issues as a further reason for refusal.

(b) TWC/2013/0199 - Raven Cottage, 3 Kynnersley, Telford, Shropshire, TF6 6DX

This was an application for the erection of a timber structure at the front of the property for use as a shop (A1). There was an existing informal arrangement with produce sold from a barrow within the front garden. Councillor S Bentley, Ward Member, had requested that the application be determined by the Plans Board; this application had subsequently been deferred at the meeting of the Board on 10 April 2013 to enable Members to undertake a site visit. An update report was tabled which outlined a letter of support received since the main report had been written.

Mr G Chesters, the applicant's agent, spoke in support of the application. This was a low key development which would not have any significant impact on vehicle movements or parking. The current barrow had been operating for 12 months without any complaints or issues regarding traffic. The applicant was willing to accept a 12 month temporary consent being granted, but requested that this timescale should commence only once the shop was in operation. Concern was also raised regarding the necessity for drainage conditions taking account of the scale of the development.

Members welcomed the development of this small business which provided a facility for the local community in Kynnersley, currently without a shop. In view of the reservations that had been expressed regarding highway safety and residential amenity, it was considered that a one year temporary consent would be appropriate to give time for the impact of the proposals to be properly monitored and assessed. The Planning Officer advised that there was no objection to the request for the temporary consent to take effect from the date the shop opened.

Referring to the site visit that afternoon, Members considered that the existing barrow was quite attractive and that, provided it was not used to sell anything, there was not a need to condition its removal. It was also suggested that the proposed conditions relating to drainage were removed.

On being put to the vote it was unanimously:

**RESOLVED – that with respect to planning application TWC/2013/0199 planning permission be granted subject to the condition relating to a temporary permission from one year of opening, restriction of goods for sale, hours of operation and approved plans.**

(c) TWC/2013/0203 - Land adjacent to Old Park Primary School, Brunel Road, Dawley, Telford, Shropshire

This was a proposal for the change of use from a public amenity area to private education land to create a garden area to enable students of Old Park Primary School to develop environmental learning. The proposal also included the relocation of 2.5m high vertical bar security fencing and the erection of additional 1.2m high traditional wooden pallisade fencing.

Members welcomed this proposal, considering that the creation of a safe working environment and protection of natural habitat was consistent with local policy relating to development in the Green Network through the provision of a valuable facility for both the school and local community.

On being put to the vote it was unanimously:

**RESOLVED** – that with respect to planning application TWC/2013/0203 planning permission be granted, subject to the conditions as set out in the report.

The meeting ended at 6.26 pm

**Chairman:** .....

**Date:** .....

## **PLANS BOARD**

**Minutes of a meeting of the Plans Board held on Wednesday, 22 May 2013 at 6.00pm in Training Rooms 5/6, AFC Telford United Learning Centre, off Haybridge Road, Wellington, Telford**

**PRESENT:** Councillors J C Minor (Chairman), F M Bould (as substitute for Councillor G C W Reynolds), I T W Fletcher, V A Fletcher (as substitute for Councillor R T Kiernan), J Loveridge, A A Meredith (as substitute for Councillor N A Dugmore), S A W Reynolds, M J Smith and C R Turley

**ALSO PRESENT:** Councillors G M Green (for planning application TWC/2013/0190), J.M. Seymour (for planning application TWC/2013/0166) and P R Watling (for planning application TWC/2013/0190)

### **PB-110 MINUTES**

**RESOLVED** – that the minutes of the meeting of the Plans Board held on Wednesday, 1 May 2013 be confirmed and signed by the Chairman.

### **PB-111 APOLOGIES FOR ABSENCE**

Councillors N A Dugmore, R T Kiernan and GCW Reynolds

### **PB-112 DECLARATIONS OF INTEREST**

In relation to planning application TWC/2013/0208, Councillors I T W Fletcher and V A Fletcher stated that they were members of St Georges & Priorslee Parish Council, but had not taken part in any discussion of the application by the Parish Council.

Councillor S A W Reynolds declared a personal interest – as Treasurer of the Parent Teacher Association at Teagues Bridge County Primary School - in relation to planning application TWC/2013/0246

In relation to planning application TWC/2013/0092, Councillor F M Bould stated that she was a member of Great Dawley and Dawley Magna Parish Councils, but had not taken part in any discussion of the application by the Parish Council.

### **PB-113 DEFERRED/WITHDRAWN APPLICATIONS**

The Chair reported that item 7 on the agenda – ‘Invest in Telford – Planning Update’ was being deferred for further consultation. The report would be brought back to the next meeting on 12 June 2013.

### **PB-114 SITE VISITS**

The Chair advised that Officers had recommended a site visit to land off Lightmoor Way, Horsehay which was subject to an outline application for 200 residential

dwellings with associated highways, open space and associated works. This application was to be presented to the Board for determination at the next meeting.

**RESOLVED** – that a site visit takes place at 4.30pm on Wednesday 12 June 2013 at land off Lightmoor Way, Horsehay in respect of planning application TWC/2012/0926.

## **PB-115      PLANNING APPLICATIONS FOR DETERMINATION**

Members had received a schedule of planning applications to be determined by the Board and fully considered each report and the supplementary information tabled at the meeting regarding planning applications TWC/2012/0609, TWC/2013/0181, TWC/2013/0208 and TWC/2013/0246.

(a)            TWC/2012/0609 - Land at Former Woodlands Primary School, Wensley Green, Telford, Shropshire, TF7 5NW

This was a Council outline application for residential development for up to 87 dwellings with associated infrastructure including an attenuation pond. All matters other than access (ie appearance, landscaping, layout and scale) were “reserved matters” for consideration at a later stage via a separate application(s). Access was proposed to be from Mound Way and Park Lane and the proposal also included the creation of a new direct pedestrian link from Woodside Local Centre to the new Abraham Darby Campus via a toucan crossing across Ironbridge Road. This link would now be provided by the developer as part of the detailed design, and so was now removed from the planning obligations.

The applicant had noted that the new parking facilities to be created off Mound Way (subject to a separate planning application later on this agenda) would be provided through an undertaking rather than to a specific figure. The Parks and Open Space contribution of £150,000 remained the same, but the provision and maintenance of play facilities and open spaces near to the application site would be dependent on securing other funding sources.

Members commented on the loss of the playing pitches on the site, and the Planning Officer confirmed that Sport England were satisfied that the delivery of new playing fields at other school sites mitigated the qualitative loss at the application site, and that the provision of pitches on the new Abraham Darby/Woodlands Primary site had improved the community access arrangements. It was emphasised that this application was linked to the Building Schools for the Future programme which benefitted the whole Borough. In relation to a question concerning the contribution for new parking facilities off Mound Way (subject of a separate application TWC/2013/0181), it was confirmed that the funding would be provided from the capital receipt for the former Woodlands school site, but that some flexibility was being exercised. The Solicitor advised that the undertaking to provide parking facilities was a planning obligation that could be enforced.

**RESOLVED**– that with respect to planning application TWC/2012/0609, delegated authority be granted to the Development Management Manager to grant outline planning permission, subject to:

- a) **the applicants entering into a Memorandum between departments of the Council (on terms to be agreed by the Development Management Manager) relating to a contribution of £150k towards the provision, maintenance or enhancement of play equipment, facilities or open space near to the application site; and the provision of new parking facilities off Mound Way;**
- b) **the conditions as set out in the report.**

- (b) TWC/2013/0092 - Queens Arms, Southall Road, Dawley, Telford, Shropshire, TF4 3LY

This was a proposal for the demolition of existing vacant public house and the erection of a two storey building to accommodate a ground floor retail unit (use class A1) and 7no. one-bedroom flats at first floor level. Councillor C B A Elliott, Ward Member, had requested that this application be determined by the Plans Board.

The Applicant's Agent, Mr T Wilkinson, spoke in support of the proposals. He advised that the applicants had sought to address any concerns that had been raised about the scheme. During the pre-application process, the roof had been re-designed to allay any concerns about the impact on neighbouring properties, and amendments made to access arrangements for the site further to concerns raised by the Highways Engineer. This included a new dropped kerb and reducing the height of the boundary wall along Hinksay Road.

Members welcomed the proposed re-use of this site, which was becoming an eyesore in its present condition. In response to questions from Members, the Planning Officer advised that the 18 proposed parking spaces were considered sufficient for use by both residents of the flats and customers of the retail unit, and that, if any problems arose with on-street parking in the vicinity, the Highways Engineer could be requested to consider the provision of double yellow lines.

**RESOLVED – that with respect to planning application TWC/2013/0092, planning permission be granted, subject to the conditions as set out in the report.**

- (c) TWC/2013/0166 - The Old Barn, Malt House Bank, Little Wenlock, Telford, Shropshire, TF6 5BN

Councillor J M Seymour, Ward Member had requested that this retrospective application for change of use from a carpentry workshop (use class B1) to a mechanics workshop (use class B2) be determined by the Plans Board.

Councillor J Esp, representing Little Wenlock Parish Council, spoke to oppose the application. The Parish Council considered that the change of use could lead to possible inappropriate industrial uses in the future, and that the proposal contravened the Parish Plan. The existing class use was appropriate for a rural area, and there was no reason that another rural business could be found for these premises.

Councillor J M Seymour, Ward Member, also spoke in opposition to the application. There were concerns locally about having a B2 class premises close to a rural village, and what future activities the site might be used for – particularly if there was a change of landowner. It was requested that any change of use to B2 should be linked to the current tenancy rather than the landowner.

The applicant, Mr R Roberts, spoke in support of the application. He had been approached by a local person about using the premises as a small mechanics workshop. He felt it was an appropriate, small-scale use, and, given that the site was an outbuilding of his farm, he would not want any activity to cause any nuisance or eyesore.

The Planning Officer advised that the concerns regarding future use of the premises had sought to be addressed by imposing a condition to restrict the proposed B2 use to the applicant only. However, a personal consent could be used to distinguish between the applicant/landowner and the tenant, so that any approval was linked to the current tenancy. Members felt that this would be a sufficient safeguard against any future use that might be inappropriate for this site.

**RESOLVED – that with respect to planning application TWC/2013/0166, planning permission be granted, subject to the conditions in the report, and that authority be delegated to the Development Management Manager to formulate a condition to link the approval for change of use to the current tenancy/tenant (through a personal consent).**

(d) TWC/2013/0181 - Land at Mound Way, Madeley, Telford, Shropshire, TF75HN

This was a Council application seeking full planning permission for the construction of a parking area on land adjoining Mound Way, Woodside. The proposals also included a new footpath to link the parking area to crossing points along Mound Way. The proposals would address ongoing parking and drop off problems related to the new Woodlands Primary School on Ironbridge Road in Madeley.

The Planning Officer reported that the original recommendation to include highways contributions was duplicated as costs had been addressed in respect of application TWC/2012/0609 (considered earlier on the agenda). An amended recommendation had therefore been circulated as part of the update report.

**RESOLVED – that with respect to planning application TWC/2013/0181, planning permission be granted, subject to the amended conditions contained in the update report.**

(e) TWC/2013/0190 - Park Inn, Ironbridge Road, Madeley, Telford, Shropshire, TF7 5JU

This was a full planning application for the erection of 7no two-bedroomed terraced houses following the demolition of the existing public house and outbuildings. Councillor G M Green, Ward Member, had requested that this application be determined by the Plan Board and the application had subsequently been deferred

at the meeting of the Board on 1 May 2013 to enable Members to undertake a site visit.

Councillor P R Watling, Ward Member, spoke to reflect the concerns of local residents who felt that the design of the development was not suitable for the site, with inadequate parking provision and the access to the rear being inadequate and dangerous to pedestrians and other vehicles. While the re-development of the site was welcome, it was requested that further discussions should take place with the applicant to secure a better scheme.

Councillor G M Green, Ward Member, welcomed investment in the area but expressed her concerns regarding highway safety with regard to access and visibility splays and insufficient parking provision. There were issues of safety for local children going to and from school, and the lack of parking provision could lead to further on-street parking problems close to a very difficult junction.

Mrs D Roberts, spoke on behalf of local residents to object to the proposals on the grounds of highway safety and inadequate parking provision. There were already traffic problems at the adjacent junction with Ironbridge Road due to parked cars and lack of visibility, and it was considered that this scheme would make matters worse.

The Applicant's Agent had registered to speak, but was not in attendance at the meeting.

The Planning Officer referred to the site visit that Members had undertaken, and that on balance it was considered that the scheme was acceptable, and that the applicant had tried to address any design issues.

Some Members expressed concern at the proposed access to the rear of the site, particularly the height of the boundary wall. This significantly reduced the visibility, and it was suggested that the wall should be lowered to make access safer. Other Members referred to the fact that the rear access had previously been used when the public house was operational, and that there was no record of any road accidents in the immediate area around the site. The Planning Officer advised that the scheme before Members was the best one that they had been able to negotiate with the applicant, and that the lowering of the boundary wall could have implications for residential amenity and privacy.

**RESOLVED –that with respect to planning application TWC/2013/0190, planning permission be granted, subject to the conditions as set out in the report.**

(f) TWC/2013/0208 - Land at Furnace Road, Telford, Shropshire

This was a proposal seeking full planning consent for 23no. affordable residential units including access, parking and associated infrastructure.

The Applicant's Agent, Ms S Worthington, spoke in support of the proposals. The application was on behalf of Sanctuary Housing Association, and would provide

mostly social rented residential units and some for shared ownership. The applicant had worked hard with Council Officers on this scheme.

The Planning Officer reported that that there had been a lot of discussions with the applicant on landscaping, boundary treatment and design, and amended plans and additional details had been submitted. Additional comments on the amended proposal were contained in an update report. This included a request from Highways for a CTAAP Section 106 contribution of just over £28,000.

Members considered that the amended scheme addressed most of the concerns that had been raised about the development, and welcomed the tidying-up of a brown-field site and the provision of social housing units.

**RESOLVED** – that with respect to planning application TWC/2013/0208, delegated authority be granted to the Development Management Manager to grant planning permission, subject to the applicant entering into a Section 106 agreement for £11,000 towards off site leisure and play facilities, £28,019.96 to Highways in respect of CTAAP contributions and £2,000 for monitoring costs; and to the conditions as set out in the report.

(g) TWC/2013/0246 - Teagues Bridge County Primary School, Teagues Crescent, Trench, Telford, Shropshire, TF2 6RE

This Council application sought planning permission for three separate extensions to the existing School buildings: a 3 base classroom with associated toilet facilities; an entrance canopy; and a hall extension and store room.

The Planning Officer reported that comments from the Ecologist had now been received, and that additional Ecology informatives had been included in the proposed conditions, as shown in the update report.

**RESOLVED** – that with respect to planning application TWC/2013/0246, planning permission be granted, subject to the amended conditions as set out in the update report.

**PB-116 DELIVERING “INVEST IN TELFORD” THROUGH DEVELOPMENT MANAGEMENT**

As advised by the Chair earlier, consideration of this report had been deferred to a future date.

The meeting ended at 7.33 pm

**Chairman:** .....

**Date:** .....

## **PLANNING COMMITTEE**

### **Minutes of a meeting of the Planning Committee held on Wednesday, 12 June 2013 at 6.00pm in the Walker Room, Meeting Point House, Telford**

**PRESENT:** Councillors J C Minor (Chairman), N A Dugmore, J Loveridge (as substitute for Councillor K R Guy), A S Jhawar, R T Kiernan, A A Meredith (as substitute for Councillor I T W Fletcher), G C W Reynolds, S A W Reynolds and C R Turley

**ALSO PRESENT:** Councillors A D McClements (for planning application TWC/2013/0207) and C P R Mollett (for planning application TWC/2012/0926).

#### **PC-001      MINUTES**

**RESOLVED** – that the minutes of the meeting of the Plans Board held on 22 May 2013 be confirmed and signed by the Chairman.

#### **PC-002      APOLOGIES FOR ABSENCE**

Councillors I T W Fletcher and K R Guy

#### **PC-003      DECLARATIONS OF INTEREST**

None.

#### **PC-004      DEFERRED/WITHDRAWN APPLICATIONS**

None.

#### **PC-005      SITE VISITS**

**RESOLVED** – that site visits be made in respect of the following applications on Wednesday, 3 July 2013:-

3.30pm – TWC/2013/0297 – Land off Edgmond Road, Newport, Shropshire

4.00pm (approx) – TWC/2013//0312 - 9 Woodcote, Telford, Shropshire, TF10 9BW

4.40pm (approx) – TWC/2013/0207 - Garages to rear of 44 & 46 Dawley Road, Arleston, Telford, Shropshire

#### **PC-006      PLANNING APPLICATIONS FOR DETERMINATION**

Members had received a schedule of planning applications to be determined by the Committee and fully considered each report and the supplementary information tabled at the meeting regarding planning application TWC/2012/0926.

(a) TWC/2012/0926 - Land off Lightmoor Way, Horsehay, Telford, Shropshire

This was an outline application for the erection of 200 new houses and public open space with all matters reserved for later consideration (namely access, scale, layout, appearance and landscaping). There would be 25% affordable housing providing a mix of properties for shared ownership and social rent. Access to the site was indicatively shown from the site's south east corner off the road that led into the Doseley Pipeworks off Lightmoor Way.

The area had been subject to significant change over the previous decade with approval and phased implementation of the Lightmoor Village development and the Woodlands housing development. Furthermore, an outline planning application had been submitted for residential development at Doseley Pipeworks following vacation of the site by its operators.

A site visit had taken place in the afternoon before the meeting.

Councillor C P R Mollett, Ward Member, had requested that the application be determined by the Planning Committee. Councillor Mollett spoke in opposition to the proposals on the grounds that the rural character of Horsehay village would be lost, loss of green amenity space and wildlife and that, in light of the scale of development in the surrounding area, development at this site was unnecessary.

Mr R Collier, a local resident, also spoke against the application on the grounds of loss of privacy, loss of open space and green network, impact on wildlife, traffic issues, impact on the village's rural character, housing needs in light of nearby developments, and the proposed play areas not being appropriate for the age profile of the local population.

Ms S Rowlands, the Applicant's Agent, spoke in support of the application, explaining wildlife considerations and highlighting relevant planning policy.

The Planning Officer provided clarification on the position with regard to the loss of employment land, advising that the land had been designated as "committed employment land" with designated "Green Network" around its edges over 20 years ago to allow for the expansion of the pipeworks onto the site but that this use was not now required as the pipeworks site was being vacated. If the land remained allocated for employment use, a number of industrial uses could take place on the land. The Planning Officer advised that there was not a shortage of employment land in the Borough and the National Planning Policy Framework was supportive of boosting housing supply and sustainable development.

The Assistant Director: Planning Specialist also reminded Members of government guidance pertinent to the provision of housing and inappropriate protection of employment land, and reminded Members of nearby sites available for employment use at Halesfield, Stafford Park and Hortonwood.

In response to questioning, the Planning Officer also confirmed that the half-pipe skate park would be provided off-site due to a lack of space on-site and the potential noise impact if the park was located in too close proximity to residential dwellings.

She also confirmed that she was not aware of any hoarding boards which advertised the land for employment use. The Planning Officer also confirmed that the onus was upon the developer to demonstrate the stability of the slope at the north east corner of the site and conditions would prevent development within 10m of the slope edge. In addition, she explained that some Tree Preservation Orders existed on the site, and the retention of trees was as per the illustrative layout. Further clarification was provided on the position with regard to education contributions, as set out in the update report, which also set out the up-to-date position regarding ground conditions and contaminated land, highways and works to new Lightmoor roundabout.

Some Members expressed sympathy with local opposition to the application and raised particular concerns regarding the loss of employment land and limited education contributions. However, other Members noted that employment land was not in short supply, that a significant amount of affordable housing was proposed for individuals with local links and, referring to the site visit, did not note evidence of the current use of the site for leisure or recreation. The majority of Members therefore considered that taking into account all material planning considerations, on balance, the application could be justified despite policy conflicts.

**RESOLVED** – that with respect to planning application TWC/2012/0926 the Development Management Service Delivery Manager be authorised to grant planning permission subject to:-

**(a) satisfactory discussions regarding an education commuted sum and if a satisfactory commuted sum cannot be agreed then the application will be presented to the Committee for determination;**

**(b) the applicant entering into a Section 106 Agreement to provide 25% affordable housing and financial contributions of £5,000 towards Travel Plan monitoring, £490 per dwelling towards public bus transport subsidy, £350 per tree planted in the adopted highway, S106 monitoring (£1,000 plus £500 per covenant);**

**(c) receipt of satisfactory comments from the Council's Environmental Health Officer regarding contaminated land and any necessary conditions;**

**and further subject to the conditions set out in the update report (with authority to finalise conditions and reasons for approval to be delegated to the Development Management Service Delivery Manager)**

(b) TWC/2012/0961 - Land at Orchard House, Tibberton, Newport, Shropshire

This application had been presented to the Plans Board meeting which took place on 27 February 2013 and Members granted planning permission subject to the applicant entering into a section 106 agreement for financial contributions of £26,944 towards primary and education provision, £4,800 to Parks and Open Spaces and 40% affordable homes. However, it had subsequently been noted that the original calculation for primary education provision had not included the usual discount applied for affordable dwellings and, following re-calculation, a reduced contribution of £16,166 towards primary education provision was sought.

**RESOLVED** – that with respect to planning application TWC/2012/0961 the Development Management Service Delivery Manager be authorised to grant planning permission subject to the applicant entering into a s106 agreement to provide financial contributions of £16,166 towards primary and education provision, £4,800 to Parks and Open Spaces and 40% affordable homes; and further subject to the conditions set out in the report (with authority to finalise conditions and reasons for approval to be delegated to the Development Management Service Delivery Manager)

(c) TWC/2013/0281 - Southall School, Rowan Avenue, Dawley, Telford, Shropshire, TF4 3PX

This was a Council proposal for the erection of a combined two court sports hall with changing facilities and a Student Support Base building on a single level; a new single-storey Art Therapy block; and amendments to existing school driveway to create 13no. new car parking spaces for staff use. Since the publication of the report, negotiations regarding the impact of the proposed car parking spaces on neighbouring trees had reopened and Officers sought authority to negotiate a satisfactory layout.

Councillor N A Dugmore expressed concern regarding the proposed timber cladding but Members were generally very welcoming of the proposals and associated benefits for students and the community.

**RESOLVED** – that with respect to planning application TWC/2013/0281 the Development Management Service Delivery Manager be authorised to grant planning permission subject to satisfactory measures to address the parking spaces and the neighbouring boundary trees and further subject to the conditions as set out in the report.

The meeting ended at 6.50pm

**Chairman:** .....

**Date:** .....

## **SCRUTINY MANAGEMENT BOARD**

**Minutes of the meeting of the Scrutiny Management Board held on Friday, 15<sup>th</sup> March 2013 at 10.30am in Meeting Room 3, Darby House, Telford**

**PRESENT:** Councillors D. White (Chair), V. Fletcher, M. Ion, A. McClements, S. Reynolds, C. Turley.

**IN ATTENDANCE:** Cllrs. P. Watling, C. Elliott, R. Picken; J. Bedesha, Cohesion Service Delivery Manager; F. Bottrill, Scrutiny Group Specialist; S. Jones, Scrutiny Officer. Cllr. E. Carter was also in attendance and was invited to take part in the meeting.

### **SMB-29      MINUTES OF THE LAST MEETING**

**RESOLVED** – that the minutes of the meetings of the Scrutiny Management Board held on the 18<sup>th</sup> January 2013 be confirmed and signed by the Chairman.

### **SMB-30      APOLOGIES FOR ABSENCE**

Cllr. C. Mollett

### **SMB-31      DECLARATIONS OF INTEREST**

None

### **SMB-32      HOLDING THE EXECUTIVE TO ACCOUNT**

The Chair welcomed Cllr. Watling, Cabinet Member Children, Young People & Families to the meeting for the Holding the Executive to account session. The Cabinet member had been sent a list of standard questions in advance of the meeting.

The Chair asked Cllr. Watling what he felt were the biggest challenges for the service and Cllr. Watling highlighted the following points:

- The biggest challenge was the budget, as scrutiny was familiar with. The challenge was to protect vulnerable children when money was scarce and the restructure was key to this. The structure had been co-constructed with the teams and the leadership of Laura Johnston the Director for Children and Family services had been key. There were monthly Cabinet-led financial monitoring meetings with the Managing Director, Director and Assistant Directors. Scrutiny Chairs had been invited and three scrutiny

members had attended the last meeting which had been helpful to showing the way forward.

- Cllr. Watling said that children in care had in the past been used as a political football and he would not expect political groups to use children in care in this way in public session when all members are responsible as Corporate Parents. He had had conversations with shadow Cabinet members and opposition groups about this and the cross-party Corporate Parenting Group was starting to change the culture – he felt this was working and would continue to take the politics out of this area.
- The Building Schools for the Future programme was a big challenge and changes had been made to the original programme after listening to the public. He acknowledged that building would always create some issues for example with traffic.
- Cllr. Watling saw his role as being the voice of children and young people in the Cabinet and he felt he did this. He listens to what children and young people are saying and gave some examples of interactions with young people to hear their views and respond to them and to communicate to young people the role of the Council and Councillors to inspire them to get involved.

The Chair asked about the increasing number of children coming into care, whether there was pressure to over-react after the Climber case and what steps were in place to make sure the right support is provided at the right time. Cllr. Watling said it was clear there are many issues for the team. The Resource Allocation Management Panel (RAMP) had been set up as a cross-team panel to ensure families of children with complex needs or on the edge of care receive the right support to avoid admission and to ensure children in care return home safely as quickly as possible. This is a decision making panel and should see numbers drop although they needed to be careful that numbers do not drop too far and this had been made clear to the Director. Cllr. Watling had stood for election because he had been concerned the Council had put children and young people on the back burner without a Director of Children's Services and he was pleased this had changed. He believed the Council needed a corporate voice for children and young people and strategic direction and the Director looked at the whole corporate body and not just the children and young people services. He said that prevention was better than cure as which was the thrust of the Munro report and the aim was to keep children in safe families in safe communities. There was a pilot in Donnington where community champions had been recruited to look at the reasons why families do not engage with support organisations. This was being pushed forward with funding from the Children's Improvement Board of the Local Government Association (LGA). Services could not be imposed on people, they must evolve and be long standing. The government had made cuts to the Early Intervention grant but the Council had protected preventative services by providing money from universal services. There was a national focus on targeted support rather than universal services with the aim of preventing the need to take children into care. Cllr. Watling said that he argued the case with Cabinet colleagues and also challenges them on how cuts in other service

areas would affect children and young people.

Cllr. McClements agreed that prevention was better than cure but was concerned about the potential impact of the welfare benefit reforms on children and young people in families affected and wanted to know how Cllr. Watling linked into family prevention work. Cllr. Fletcher asked what links there were with schools to support children with special educational needs and Cllr. White asked how early intervention is mapped out with schools for example to identify children with aspergers or autism. Cllr. Watling replied that the effect of the welfare benefit reforms was not yet known but the service was set up to deal with issues. The prevention service supported children and young people from birth to age 19. Family Connect had been set up as an access or referral hub with a multi-agency triage team linked to multi-agency services, including the Police and Children and Adolescent Mental Health Services (CAMHS). He had initially needed to be convinced about the model but had been persuaded by a similar model which he had seen working in York. The multi-agency approach puts children and young people at the centre of work. He was keeping an eye on the model – there had been initial issues with the IT – but it was now moving ahead. Information sharing had been improved which enabled better decisions to be taken but it was early days and there may be hiccups. The Munro report in response to the Baby Peter case had highlighted the fact that agencies were not linked up or sharing information and the child had got lost in the middle - Family Connect would address this fundamental issue. The Children & Families Board had been reinstated and the members of the UK Youth Parliament attend meetings to represent young people. He felt that nationally there had been a loss of strategic focus on Every Child Matters in the thrust towards educational reform. Schools were important but it was more difficult to manage relationships with schools with the drive towards academies and free schools away from the local education authority and a Multi-Academy Trust had been set up to work with academies with a co-operative approach to traded services.

Cllr. Ion commented that a lot of work had clearly been done and the Children & Young People Scrutiny Committee was about to report on its review of the Children in Placement Strategy, but he wanted to know more about what was being done to meet the challenge of future demand for primary school places. Cllr. Watling agreed this was a challenge particularly how to fund capital build in future and this was being discussed with planners. There was a good team in place. They had looked at the figures which had also been considered by the Scrutiny Management Board at the Call-in meeting about the planning of secondary school provision. At primary level there was an issue with the lack of places. There was not the same crisis in Telford & Wrekin as there was in London but there was still a need to deal with the projected growth in demand.

A member commented that that the Climber and Baby Peter cases could have made authorities more risk averse and resulted in more children being taken into care. He agreed with other members that links needed to be developed with schools so that issues could be identified and addressed early on and said that questions had been asked at Plans Board about how school places were linked to housing development. Cllr. Watling agreed this needed to be done but it could not be done alone and he felt that government policy needed to

reflect this and he would welcome the opportunity of working with opposition group members on lobbying nationally for investment.

Cllr. Fletcher raised an issue about the need for agencies to protect children and young people outside school premises for example from grooming or drugs and asked how this was being addressed. Cllr. Watling said he felt the national changes in education made the multi-agency approach much more difficult to implement with schools but there were some good examples of joint working in Telford and Wrekin and the Council was working hard to hold this together. There was a generally a good relationship between head teachers and services. Cllr. Fletcher asked whether the kind of problems she had highlighted were a community or a parental issue. Cllr. Watling said the Co-operative Youth Offer provided a clear strategy and model for developing youth services. The services had been affected by funding cuts but officers had worked to look at how resources could be used most effectively and there were three strands of work:

- Targeted support – this was aimed at young people with the highest need and community workers provide targeted support to families. A big issue was to help relative carers look after teens who could not go into foster care.
- Universal services
- Voluntary sector – more money had been put into grants for voluntary sector partners and different models of working had been looked at. Cabinet members had discussed other ways to support voluntary organisations such as reduced rent.

Altogether partnership working was coming back. There was a good Local Safeguarding Children Board which was independently chaired. Ofsted commented on its effectiveness but was concerned it was early on in its journey.

Cllr. Fletcher said that young people should also be educated so they know how to safeguard themselves. Cllr. Watling said that a group of children from Homer Lake school had done some work on bullying which had been presented at the Council and had received national recognition and was being shared across schools and academies. Telford & Wrekin wanted to work with all schools and academies but it was harder when education was becoming fragmented. There was a different relationship with schools not maintained by the Local Education Authority and a partnership approach had been taken but there was a dilemma for authorities who were still responsible for paying for some schools.

Cllr. McClements questioned the policy on CRB checks which had been required for volunteers to work on a bulb-planting project with a school in her ward. Cllr. Watling agreed that the checks needed to be done as quickly as possible but he had no concerns about requiring the checks. Those who want to abuse children can be clever and it was necessary to take all possible precautions including CRB checks. The Chair argued that CRB checks incurred an expense to the Council and that they did not necessarily show up potential abusers but Cllr. Watling said he totally disagreed and that he would not relax the model. Cllr. Ion agreed with Cllr. Watling and said that this was about managing risk but he also felt there should be an element of cost-benefit analysis – for example he had 9 separate CRB checks for different roles. Cllr.

Watling said this was a central government issue. The previous government had said that CRB checks should be transferrable but the problem was that agencies would not take the risk of accepting this. He also made the point that it was not just about doing Police checks but also about how we work with volunteers after that and the CRB wasn't a "green light".

Cllr. Ion asked about progress on the BSF programme and Cllr. Watling said he had a weekly briefing with the Director of Children's Services so that any potential slippage would be flagged up. BRJ was still on-track to open in 2015, Phoenix in September 2013 and Ercall Wood in 2014 with the others to follow. The framework for the contractor had compressed the work. Cllr. Ion asked about the risks around BSF, for example the timetable and the risks around capital receipts as the programme was predicated on achieving the sale of land at projected values. Cllr. Watling said the risks were low otherwise the government would not have approved the programme and there was a good relationship with Shepherds. Cllr. Ion asked whether the biggest capital receipt was in Charlton and Cllr. Watling said it was and this was part of a big reshaping of Wellington. Cllr. Ion pressed the question of whether the Cabinet member had concerns about the timetable and Cllr. Watling said he did not and that if there were any issues they would be flagged up at the weekly meetings. He said that BSF was one of the biggest challenges and believed that the programme delivered sustainable schools until 2018 which was the date set by DfE's for allowable building for projected need but it may be necessary to build on after that.

The Chair asked about the approach to saving money, generating income, traded services and shared services. Cllr. Watling said that the first question he asks about changes to services is how it would affect the children and that costs were not the starting point. Some brilliant services had had to be cut and these were hard decisions but the cuts had been made in a way that would have the least impact. With regard to shared services, the Joint Adoption Service with Shropshire was being reviewed but he assured members that there would be no negative impacts from any changes. With regard to traded services, the Co-operative offer was continuing to be developed. It was essential to be clear about what services the Council would provide because there was no point providing services that the schools would not buy and there was a need to find the right partners. Work was being done with the Secondary Heads and Principals group and the Schools Forum. It was difficult to say how the future would pan out. The commissioning process was being looked at to make this clear and transparent for local people to be involved, for example local people were involved in the Strengthening Families pilot in Donnington mentioned earlier. Work continued to identify external grant funding and to look at partnerships and opportunities for alternative ways of working such as mutuals. A review of children's centre services was underway looking at how to sustain the services not to close them. They were investing in services provided at the right time to build a sustainability culture and not a dependency culture in families.

The Chair asked about the cost and service for children with statements and said he had heard that Teaching Assistants were working with statemented children rather than qualified teachers so the benefit of the additional support

was lost. Cllr. Watling said that the Children & Families Bill making its way through Parliament included a different approach to children with special educational needs and would replace the special educational needs assessment with a health and wellbeing assessment so the right kind of support could be put in place. All services were under critical financial pressure and Cllr. Watling said it was clear that the Council should be at the centre of developing services. The Children & Families Board had been reinstated and this fitted into the Health & Wellbeing Board agendas so the voice of children and young people was heard.

Cllr. Fletcher asked how the Council was ensuring that the Pupil Premium was used for the intended purpose and Cllr. Watling said that he wished he could but that this was a matter for the schools and their governing bodies. Cllr. Fletcher then asked how school governors were being trained to do this. Cllr. Watling again said that this was legally the responsibility of the school governors and the head of Ofsted had recently been critical of governing bodies - it was important to have the right people on the governing bodies and he felt that in Telford & Wrekin there were some very good ones. He would welcome ideas from members on how to work on this in a fractured context. He said the Council has a well experienced School Improvement team and that the educational improvement curve in the borough had been huge. Cllr. Fletcher suggested that this could be featured in the Leader's newsletter and Cllr. Watling said this was a good idea.

Cllr. Turley asked whether the joint Adoption Service would remain with the Council or become part of Shropshire's outsourced company. Cllr. Watling said they would look at what was best for the children and young people. They were not looking at commissioning out at the moment but perhaps if partners could show this would work it could be looked at. A report would be brought to Cabinet in due course and this would be a decision for the whole Cabinet and not just him.

When there were no further questions the Chair thanked Cllr. Watling for attending and answering question. Cllr. Watling then left the meeting.

Before moving onto the next item Cllr. McClements congratulated Cllr. White on his appointment as Chair of the West Midlands Scrutiny Network. Cllr. White had been appointed for 12 months and Telford & Wrekin would host the next meeting of the network in July.

### **SMB-33      MANAGING CROSS-CUTTING ISSUES AS PART OF THE SCRUTINY WORK PROGRAMME**

The Scrutiny Officer tabled a report identifying issues in the scrutiny work programmes which cut across more than one Scrutiny Committee. The report set out a proposed way of dealing with the issues which the Board was asked to consider. The main areas of overlap were with the welfare benefit reforms, the Cost Improvement Plan in children and young people, housing issues and First Point for Business which may duplicate Cabinet and officer time in attending scrutiny meetings. There was a discussion about this and the proposed

methods of dealing with the issues was agreed.

**RESOLVED:**

**That the proposed ways of working set out in the report be agreed, namely:**

**Reports to the Budget and Finance Scrutiny Committee from:**

**The Cabinet Member for Resources and Service Delivery report to the on the work of the Safeguarding Financial Monitoring Group  
Director of Children and Family Services reports on the Early Help and Safeguarding Cost Improvement Plan**

**During the budget consultation period this Committee can request any Cabinet Member or member of the Senior management team to attend.**

**Reports to the Children and Young People Scrutiny Committee from:**

**Assistant Directors and Cllr. Paul Watling on the Children in Care Performance Dashboard as a standing item (the Director of Children and Family Services to attend when appropriate.)**

**Assistant Directors and Cllr. Paul Watling on Impact of Early Intervention/ Family Connect (the Director of Children and Family Services to attend when appropriate.)**

**The Co-operative and Community Scrutiny Committee to lead on scrutiny of welfare reforms**

**The Housing Economy and Infrastructure Scrutiny Committee to lead on scrutiny of housing**

**SMB-34      UPDATE ON POLICE & CRIME COMMISSIONER AND POLICE & CRIME PANELS**

The item began with a short update from the Cohesion Manager. The last update to scrutiny had been in May 2012. Bill Longmore had been elected as the West Mercia Police & Crime Commissioner (PCC) in November. The West Mercia Police & Crime Plan had been developed and the Council had been consulted on the Plan. The Draft Plan and the Council's response to the Plan had been circulated as Appendix B1 and B2. A needs analysis of the Safer Communities Partnerships across West Mercia had been carried out prior to the election and as a result of this work, the priorities of the Telford & Wrekin Safer, Stronger Communities Partnership had been taken into account in the Draft Plan and this had been welcomed by the Council. Additionally, the PCC had agreed that the community safety grant previously allocated to the Council but which had passed to the PCC under the new arrangements would be allocated back to the Council which was welcome news. The Draft Plan proposed cuts to the police presence across West Mercia, but Telford & Wrekin had fared reasonably well with only one proposed closure which was the station in Newport. Options around Newport were being looked at and the

Council wanted to work with the PCC on a new location and were waiting for a reply to an invitation to the PCC to meet to discuss this. Overall the Draft Plan was considered favourable for Telford & Wrekin and this was attributed to the work that had gone into the preparation. The Plan highlighted the need for Community Safety Partnerships to be on board. The Plan was due to be confirmed at the end of March and would then be developed in more detail locally.

The Chair introduced Cllrs. Elliott and Picken who had been invited to the meeting as the Telford & Wrekin elected member representatives on the Police & Crime Panel (PCP) which was responsible for scrutinising the PCC and the Police & Crime Plan and holding the PCC to account. The Chair asked for their views on how they felt the PCP was working so far.

Cllr. Picken said he had only been to one meeting so far because he had only recently been appointed to the Panel and needed to develop his knowledge, but from what he had seen the PCC seemed to be listening to the Panel and the Chief Constable had also attended the meeting. Cllr. Elliott said he felt the PCP was a talking shop and that in reality the PCC did not need to listen to the Panel only to show that he had listened so there was no real accountability. He felt Telford & Wrekin had fared reasonably well in the Draft Plan because of the good work the Cohesion Manager had done before the election which had paved the way for the PCC's decisions but he felt that other authorities may see the PCP as a talking shop. This may change over time and there could be a role for the PCP if the PCC allowed the Panel to have more of a say but he doubted this would happen and did not think it would be useful.

The Chair asked about the make up of elected members on the PCP and whether places were proportional to the population. Home Office rules dictated that county, unitary and district authorities must all be represented on the PCP then the places had been allocated proportionate to population.

The Chair asked if the other members of the PCP became more effective whether this could potentially have a negative impact on Telford & Wrekin and the Cohesion Manager said this was possible.

There was a lengthy discussion about the proposed closure of Newport police station.

- Cllr. Carter had attended the meeting and was invited by the Chair to take part in the discussion. He congratulated the Cohesion Manager on his work and said he felt it was important for Telford & Wrekin to have a strong presence on the PCP because with these kinds of partnerships those with the loudest voice tended to do best. He felt that there was an opportunity to co-locate the police presence in Newport with the fire station. The fire station was efficiently run and in a good location and he had attended this meeting to put the case forward.
- The Chair thanked the Cohesion Manager for his good work but said that it was important to continue to press the case for a police presence in Newport.

- The Cohesion Manager thought it would depend on the nature of the service needed and the space required, for example whether it was necessary to have fully functioning police station or whether a front desk presence for members of the public would be sufficient and a discussion with the Bill Longmore was needed. Cllr. Carter said he would welcome the opportunity to look at the fire station with the Cohesion Manger and the Managing Director with a view to making a case for co-location at a round table meeting due to be held on the issue which Cllr. Hilda Rhodes as Cabinet member responsible for Community Protection was due to attend.
- Cllr. Elliott said that from his experience on the old Police Authority he had been in favour of the rationalisation of police stations. The cost per visit to a police station was astronomical and he thought that personal interaction with the police could be done in different ways, for example in libraries, as a better and more cost effective option. The issue was that the front desks were not being used and were expensive to run and the money would be better spent on front-line services. Not many people actually go to a police station nowadays. He did not have exact figures to hand, but a recent survey of usage of Wellington police station showed that only about 16 people had gone into the station in one week.
- The Chair said that Newport had a sizeable catchment area and felt a police presence was necessary and felt that support should be given to save it. Cllr. Picken thought it would be a good idea to bring all the emergency services together in one location as a base for vehicles and the Chair said that the West Midlands Ambulance Service had set up Make Ready hubs for their vehicles.
- Cllr. Ion agreed with Cllr. Elliott's point about costs but said there were a lot of politics and symbolism around this issue. He suggested that the type and volume of usage and the costs should be monitored over a period of time before making a decision. If it was found that very few people used the station, local people would need to be prepared before a change of service was made.
- Cllr. Cater said again that he felt a police presence in Newport was important.
- Cllr. Elliott said that the reality was that there was no money. The Wellington study showed the cost per visit to be around £50.
- Cllr. Ion said that there were 2 issues to consider: the deployment of police in Newport and the symbolic presence of the police to which he was sympathetic, but not at any cost.
- Cllr. Reynolds said that many stations were not fit for purpose now and they were just offices and did not really support the needs of the town. Only the main station at Malinslee had cells.
- Cllr. Carter repeated his support for a combined fire / ambulance / police

station on one site. Cllr. Ion said he may be in favour but on a “use it or lose it” basis.

Cllr. Fletcher asked whether the use of the non-emergency 101 number had been looked at. The Cohesion Manager said the 101 service was a national Home Office initiative and not within the remit of the PCC. He would need to check the powers of referral from the PCP to the Secretary of State.

Cllr. Ion referred to page 4 of the Council’s response to the Police & Crime Plan and asked who decided the deployment of the 5 Council funded Community Support Officers (CSOs). The Cohesion Manager said that the Council decides on deployment. Anti-Social Behaviour is monitored to identify hot spots so resources can be targeted and the CSOs are deployed to respond where needed. Parking and traffic can also be a problem and the CSOs can be deployed to enforce, ticket or try to make children safe on busy roads. He said Members could raise any specific issues with him to investigate.

Cllr. Fletcher asked how taxi marshalling would be funded. The Manager said it would be funded through a partnership bid and some funds had been found to put the scheme in place.

Cllr. Fletcher asked what would happen to the PCT funding for drug misuse from the end of March when the PCT is abolished and the Manager said the Health & Wellbeing Board would develop the Health & Wellbeing Strategy which would determine the commissioning strategy.

Cllr. Fletcher asked about the white ribbon campaign to raise awareness about domestic violence issues and how it was being achieved. The Manager said the administration was committed to promoting awareness of the issue. There was an awareness raising campaign and he would send details to Cllr. Fletcher. He confirmed that the Multi-Agency Risk Assessment Conferences (MARAC) were still happening. The Scrutiny Group Specialist reminded members that Domestic Violence would be coming to the May meeting for more detailed consideration.

Cllr. Fletcher asked whether the cost of the PCP came from the Council’s budget and it was confirmed that the costs came from the PCC budget.

The Scrutiny Group Specialist drew members’ attention to the Draft Protocol between West Mercia Police & Crime Panel and Crime & Disorder Overview and Scrutiny circulated as Appendix B3. PCPs were responsible for scrutiny of PCCs, and Crime & Disorder Scrutiny Committees (in Telford & Wrekin the Scrutiny Management Board had this responsibility) were responsible for scrutinising crime and disorder functions carried out by Safer Communities Partnerships (in Telford & Wrekin the Safer Stronger Communities Partnership). Given the common aims of scrutinising the effectiveness of crime and disorder reduction measures, there was a need for the PCP and Scrutiny Committees to co-ordinate work to add value and avoid duplication. The draft protocol set out a proposed way for the West Mercia PCP and the Scrutiny Committees to work together and the idea was to have one common protocol. The Board was asked to delegate further work to agree the a

protocol with other Local Authority Crime and Disorder Overview and Scrutiny Committees in West Mercia and the West Mercia Police and Crime Panel to the Statutory Scrutiny Officer in consultation with the Chair of Scrutiny Management Board and this was agreed. A further report would be brought to the Board in due course.

The Chair then referred members back to the issue of the police presence in Newport and moved that the Board support the views expressed by the Leader in his letter to the PCC and this was agreed.

Cllr. Picken said that the PCP should be non-political and Cllr. Elliott said he felt the first two meetings had been very political.

Cllr. McClements left the meeting after this item.

### **RESOLVED**

- **That the Board support the views expressed by the Leader in his letter to the Police & Crime Commissioner regarding the police presence in Newport;**
- **That further work to agree the a protocol with other Local Authority Crime and Disorder Overview and Scrutiny Committees in West Mercia and the West Mercia Police and Crime Panel be delegated to the Statutory Scrutiny Officer in consultation with the Chair of Scrutiny Management Board.**

### **SMB-35      UPDATE FROM SCRUTINY COMMITTEE CHAIRS**

The Scrutiny Chairs provided an update on the work of the Scrutiny Committees since the last meeting.

- Cllr. Reynolds (Budget & Finance) reported that the Committee had worked intensively during January and February to scrutinise the budget proposals. The Committee had done a thorough job and had questioned most of the Cabinet members on their budget proposals. She had presented the Committee's response at Policy Review and to Cabinet on 28<sup>th</sup> February and the Cabinet member Resources & Service Delivery would be providing a written response. The Committee had taken a longer term view than in the past to look ahead at future years.
- Cllr. Turley (Housing, Economy & Infrastructure) had met the Cabinet member for Housing, Regeneration & Economic Development and Senior Officers on 14<sup>th</sup> March for a briefing on the Invest in Telford Cabinet report and the Community Infrastructure Levy (CIL) and a position note from the meeting was provided for the Committee. The last meeting on 28<sup>th</sup> February had been an informal update on the waste procurement process and a discussion about the work programme. The members had decided to defer scrutiny of the CIL on the basis of information received although the Chair would continue to receive regular Cabinet briefings. At the next meeting the Committee would have another update on the waste procurement and would scope work on housing issues.

- Cllr. Ion (Children & Young People) said that the Committee had spent the last 7 months on an in-depth review of the Children in Care Placement Strategy. A lot of evidence had been gathered including from social workers, foster carers and an Independent Reviewing Officer, the Chair of the Local Safeguarding Children Board and visits were planned to children in residential homes. A set of draft recommendations was shared and discussed at the last meeting. The review had found much to celebrate and many strengths but Ofsted had rated some of the safeguarding and looked after children service outcomes as Adequate or Inadequate and this was a matter of concern for the Committee. The Ofsted report on fostering services published this week had downgraded the service from Good to Adequate and the Committee would be looking at this.

The review had focussed on three lines of enquiry:

1. Whether systems and processes keep children safe and how the systems are Quality Assured – the Committee had found some mismatch between what should happen and what happens in practice
2. Value for Money – the Cost Improvement Plan and monthly financial monitoring meetings were welcomed but there were 144 providers on the regional residential framework contract and the committee felt if this could be reduced it would improve bargaining power. The average weekly cost of residential care was almost £3,000. The use of internal and external foster carers also needed to be rebalanced.
3. Responsibility for children placed by other authorities in Telford & Wrekin – there are 24 children's homes with children placed by other authorities so there is no accountability to Telford & Wrekin. DI Philip Shakesheff (West Mercia force lead for missing persons) had attended scrutiny and talked about some good work the police had done with children's home providers in Shropshire including a provider conference which had identified 40 children that the police had not previously known about.

The report and recommendations would be presented to Cabinet in May.

The next review would be of the provision of primary places to meet forecast demand, the need for expansion or new build and the difficulties with capital investment for building.

The Chair said he had not heard Kinship or Special Guardianship mentioned and he thought there was an issue with people being pressured to enter agreements and support then dropping off.

- Cllr. White (Health & Adult Care) reported that Telford & Wrekin had hosted the Regional Health Scrutiny Chairs' meeting at the end of January. Attendance had been affected by the snow but there had been a good quality discussion. The Joint Health Overview & Scrutiny Committee was continuing to look at the acute hospital trust especially A&E services which the Trust was struggling with – talks were continuing and plans would come forward mid-year. There were concerns about the way the Trust was working and the lack of focus on Telford and concerns about the Trust meeting the criteria for Foundation Trust status because of financial and quality issues. The Telford Clinical Commissioning Group (CCG) has been

authorised without condition (pending one minor technicality) and he had met the chair of the CCG to develop the relationship and to discuss issues raised by scrutiny. The Health & Adult Care Scrutiny Committee had been focussing on Continuing Healthcare and had uncovered some eye opening stories. The next review of the Meals on Wheels service had been scoped and was getting underway.

There was no update from Cllr. McClements as she had left the meeting before this item.

**SMB-36      SCRUTINY MANAGEMENT BOARD WORK PROGRAMME**

The time and date of the next meeting at 10.30am on Friday 17<sup>th</sup> May was noted. Cllr. Shaun Davies would be attending for the Holding the Executive to Account session and the other item would be Domestic Violence.

The meeting ended at 12.30pm.

**Chairman:** .....

**Date:** .....