a co-operative council

Telford & Wrekin COUNCIL

Addenbrooke House Ironmasters Way Telford TF3 4NT

CABINET

Date	**Thursday 25th June 2015**	Time	**5.00pm**
Venue	**Meeting Room G3/G4, Addenbrooke House, Ironmasters Way, Telford, TF3 4NT**		

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Cabinet Members:	Cllr K Sahota	Leader
	Cllr R Overton	Deputy Leader & Housing, Public Health & Protection
	Cllr L Carter	Council Finance & Service Delivery
	Cllr E Clare	Leisure Services & Culture
	Cllr S Davies	Business, Neighbourhood & Customer Services
	Cllr A England	Adult Social Care
	Cllr A McClements	Communities, Regeneration & Transport
	Cllr G Reynolds	Employment & Skills
	Cllr P Watling	Children, Young People & Families
Invitees	Cllr A Eade	Leader – Conservative Group
	Cllr W Tomlinson	Leader – Liberal Democrat/Independent Group

AGENDA

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	1.	**Apologies for Absence**			
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K	7.	**Request for Delegated Powers to Designate Sections of Highway as Quiet Lanes or Home Zones**	Cllr A McClements	Appendix E	103
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		Key	
K	Key Decision	C	Item reserved for Council
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CABINET

Decision Notices and Minutes of a meeting of the Cabinet held on Thursday, 25th June, 2015 at 5.00 p.m. at Addenbrooke House, Ironmasters Way,Telford

PUBLISHED ON WEDNESDAY, 1st JULY, 2015

(DEADLINE FOR CALL-IN: MONDAY, 6TH JULY, 2015)

PRESENT: Councillors K.S. Sahota (Leader and Chair), L.D. Carter, E.A. Clare, S. Davies, A.R.H. England, A.D. McClements, R.A. Overton, G.C.W. Reynolds and P.R. Watling

ALSO PRESENT: Councillors A.J. Eade (Conservative Group Leader) and W.L. Tomlinson (Liberal Democrat/Independent Group Leader)

CB-1 MINUTES

RESOLVED – that the minutes of the meeting held on 19th March 2015 be confirmed and signed by the Chair.
(NB: Councillors Carter, McClements and Reynolds did not vote as they were not members of Cabinet at the time of the last meeting)

CB-2 APOLOGIES FOR ABSENCE

None

CB-3 DECLARATIONS OF INTEREST

None

CB-4 SERVICE & FINANCIAL PLANNING – 2014/15 OUT-TURN & 2015/16 UPDATE

Key Decision identified as **2015/16 Financial Management** in the Notice of Key Decisions published on 26 May 2015.

Recommendations for Full Council – not subject to Call-in

Councillor L.D. Carter, Cabinet Member: Council Finance & Service Delivery, presented the report of the Assistant Director: Finance, Audit & Information Governance, which informed Members of the final outturn position for Revenue and Capital for 2014/15, and the initial trends for the current financial year.

The gross revenue budget for 2013/14 was £429m – and the net budget for reporting purposes was £129m. The revenue outturn position was well within

budget, with a final net under-spend of £1.145m (-0.89% of net budget). £0.858m of this was planned funding required for the 2015/16 budget strategy as agreed by Council on 5 March 2015. This position had been achieved within the context of delivering £17m of budget savings, on top of the £53m made in the previous five years. This reflected the active and strong financial management exercised by Cabinet Members and budget holders, which put the Council in a sound financial position at the end of the 2014/15 financial year. This rigorous management had also allowed the Council to make a number of investments, as detailed in the report, and create prudent provisions from the 2014/15 underspend to support its priorities. There had been a number of favourable variations during the year which contributed to the final out-turn position. These included a benefit of £1.1m from backdating a change in accounting treatment of the calculation of Minimum Revenue Provision in relation to "government supported" debt; further savings of £2.1m relating to vacant posts, £1.95m arising from the non-implementation of single status in 2014/15, and an underspend of £0.5m in public health costs.

The main service pressures experienced in 2014/15 related to adult social services (£0.6m net overspend, mainly on the cost of purchasing care packages from external providers) and children's safeguarding (£1.2m net overspend largely relating to the cost of Children in Care placements).

The report detailed the out-turn position on the main General and Special Fund Balances, and a number of proposed specific transfers to reserves. Funds had also been set aside to create a corporate ICT reserve totalling £1.5m.

Capital spend ended the year at £115.1m, against an approved estimate of £141.6m, which was in the main due to re-phasing into 2015/16. This underspend would enable some treasury management savings to be made in 2015/16.

Council Tax collection (£68m) and Business Rates collection (£72m) rates were ahead of target for the year, while sales ledger income collection (£36m) was slightly behind target for the year.

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

The Council faced another very challenging year in 2015/16, and the report highlighted a number of key issues and cost pressures, along with measures being taken to control and monitor expenditure. The Government had already announced a further £0.750m cut to in-year Public Health funding, and it was anticipated that further grant cuts would be announced by the Chancellor in his budget statement on 8 July.

Tribute was paid to former Cabinet Member for Finance & Enterprise, Bill McClements, for the tremendous amount of work he had done in the last four years in ensuring the Council was able to meet the challenges of cuts to funding while maintaining front-line services wherever possible. Members expressed concern at the further cuts to Public health grants that would have

a detrimental impact on the Council's ability to provide preventative services, and that the ongoing effects of continual reductions in Government funding had very worrying consequences for the future of services.

RESOLVED to RECOMMEND to COUNCIL that

(i) the Revenue out-turn position and related virements for 2014/15, shown in Appendix 3 of the report (and subject to audit by the Council's external auditors), and the transfers to reserves detailed in paragraph 5.3 of the report be approved;

(ii) the Capital out-turn position and related supplementary estimates, virements and re-phasing, shown in Appendix 4 of the report, be approved;

(iii) that performance against income targets be noted;

(iv) that the key issues identified for 2015/16 be noted, and the new capital allocation detailed in paragraph 8.2 be approved.

CB-5 DRAFT TELFORD & WREKIN LOCAL PLAN 2011 - 2031

Key Decision identified as **Shaping Places Local Plan – Draft Plan** in the Notice of Key Decisions published on 26 May 2015.

Councillor R.A. Overton, Cabinet Member: Housing, Public Health & Protection, presented the report of the Assistant Director: Planning Specialist which outlined the next stage of the process for the development of a Local Plan to guide future planning decisions within the Borough until 2031.

The Local Plan would be a comprehensive document that set out the spatial vision for the Borough to 2031 and would include a series of policies to achieve delivery of the vision. The Plan would respond to the comments made during previous consultation as well as taking into account recent technical advice and planning guidance. At the heart of the Plan would be robust policies to protect and enhance the Borough's green spaces. It would make sure that Telford and the other urban areas retained their green qualities, making Telford & Wrekin one of the greenest places in the Midlands. Policies in the plan would support the Council's intention to launch a Green Guarantee around the Borough's most important green spaces, parks, Nature reserves and recreation areas.

The Local Plan would propose to cut the number of new homes to be built in the Borough by over 39%, down from the 26,500 agreed by a previous administration to just under 16,000 - of which over 80% had either already been built or had received planning permission. This meant that the allocation of sites would be for less than 3,500 homes to be built up to 2031 in order to meet the needs of local people, support and sustain services and provide the foundation for economic growth. The Plan would also include commitments to further strengthen local communities, retain the Borough's high quality

transport infrastructure and connectivity, attracting inward investment and boosting employment, and making the best use of previously developed land.

The report detailed a number of key principles and priorities that would underpin all policies and site allocations within the Local Plan

The preparation of the Local Plan was being completed, and would be presented to Cabinet on 23 July 2015 for approval to go out for a further period of public consultation in August and September 2015. Following this consultation, it would then proceed to the next stage of Publication and independent examination by an Independent Planning Inspector appointed by the Secretary of State.

Councillor W. L. Tomlinson (Liberal Democrat/Independent Group Leader) welcomed the proposed reduction in the number of new homes to be built, and the emphasis on protecting and enhancing green spaces in the Borough.

RESOLVED –

(a) that the principles to be included within the Local Plan, based on previous consultation, be endorsed;

(b) that the Telford & Wrekin Local Plan be presented to Cabinet on 23 July 2015 for the purpose of approving public consultation on the Local Plan in accordance with Regulation 18 of the Town & Country Planning (Local Planning)(England) Regulations 2012.

CB-6 DRAFT HOUSING ALLOCATION POLICY AND TENANCY STRATEGY FOR TELFORD & WREKIN

Key Decision identified as **Housing Allocation Policy** in the Notice of Key Decisions published on 26 May 2015

Councillor R.A. Overton, Cabinet Member: Housing, Public Health & Protection, presented the joint report of the Assistant Director: Development, Business & Employment and Assistant Director: Family, Cohesion & Commissioning, which sought approval of the draft Housing Allocation Policy and Tenancy Strategy for public consultation. The proposed consultation document setting out the Housing Allocations Scheme and Tenancy Strategy was attached to the report.

The Council had a statutory requirement to publish a Housing Allocations Policy which needed to reflect both national policy and guidance and local priorities. In recent years, there had been a number of legislative changes (eg Localism Act 2011), the introduction of new policy and practice guidance and a number of new funding regimes. Most recently, the Government had announced that it would introduce 'Right to Move' regulations. There had also been significant changes in local arrangements for accessing affordable and private rented housing. In July 2014, the 'Choose Your Home' scheme had been closed, and replaced with two separate new arrangements to asses housing options and to access affordable homes. The draft Housing Allocations Policy had taken account of the above, and set out the key

objectives and relative priorities to be considered by housing providers in the allocation of the social housing in the Borough. These included the statutory 'Reasonable Preference' groups, together with those to be given 'Additional Preference'. Registered Providers (RPs) were required to co-operate with local authorities' strategic housing function and their duties to meet identified local housing needs.

The Council's draft Tenancy Strategy set out its position on the use of fixed term tenancies and related matters. Among other things, the draft Strategy supported the use of fixed term tenancies where appropriate, ideally for at least five years. Registered Providers had to have regard to this when letting their homes.

The Council would work in partnership with local RPs on the arrangements for nominating housing applicants to their vacant homes, and to negotiate an overarching Nominations Agreement. The Council would request nomination rights for 50% of RP vacancies (initial lettings and relets). The Council would work closely with RPs to ensure that tenancies were sustained.

Subject to approval, the draft Housing Allocations Policy and Tenancy Strategy would be published for a formal 9 week consultation period with RPs, local agencies and other stakeholders.

RESOLVED –

(a) that the draft Housing Allocation Policy and Tenancy Strategy be approved for consultation;

(b) that a nine week period of consultation be approved;

(c) that authority be delegated to the Assistant Director: Development, Business & Employment, in consultation with the Cabinet Member for Housing, Public Health & Protection, to update the documents. Any significant changes following external consultation will be brought back to Cabinet before the documents are finalised and published.

CB-7 REQUEST FOR DELEGATED POWERS TO DESIGNATE SECTIONS OF HIGHWAY AS QUIET LANES OR HOME ZONES

Key Decision identified as **Quiet Lanes and Home Zones** in the Notice of Key Decisions published on 26 May 2015

Councillor A.D. McClements, Cabinet Member: Communities, Regeneration & Transport, presented the report of the Assistant Director: Neighbourhood & Customer Services, which outlined the powers available to the Council to designate a road as a Quiet Lane or Home Zone.

Under the Transport Act 2000 and associated regulations, highway authorities were able to formally designate rural lanes as 'Quiet Lanes' to protect their

rural character from expected increases in traffic growth. It was recommended that designated Quiet Lanes should have no more than 1000 motor vehicles per day. 'Home Zones' aimed to improve the quality of life in residential roads by making them places for people (eg for children to play games) instead of just being thoroughfares for vehicles.

Any applications for designation of Quiet Lane or Home Zone status would be considered in the light of the guidance in the Regulations, including the requirement to consult with communities and those likely to be affected by proposals. At present, the Scheme of Delegation in the Council's Constitution did not have provision for designating Quiet Lanes or Home Zones, and it was therefore recommended that delegated authority be given to the relevant Assistant Director, in consultation with the Cabinet Member.

RESOLVED – that authority be delegated to the Assistant Director: Neighbourhood & Customer Services, in consultation with the Cabinet Member: Communities, Regeneration & Transport, for the designation of Quiet Lanes and Home Zones in accordance with powers given to the Council by the Transport Act 2000 and the Quiet Lanes and Home Zone (England) Regulations 2006.

CB-8 PROCUREMENT UPDATE

Key Decision identified as **Procurement Update Report** in the Notice of Key Decisions published on 26 May 2015.

Councillor L.D. Carter, Cabinet Member: Council Finance & Service Delivery, presented the report of the Assistant Director: Law, Democracy & People Services, which updated Members on the Council's Procurement Intentions Documents and general progress with effective procurement.

In the last six months, the Procurement team had supported Officers to deliver fit for purpose contracts, which would ultimately generate savings. Examples of recent cash savings from good procurement were outlined in the report, added to which were a large amount of non-cashable added value savings brought about by considering the Council's Social Value duty and supporting a more proactive category or market sector approach. Since 2011 it was estimated that better procurement had generated savings/benefits of around £10m.

The latest Procurement Intentions document was appended to the report, and detailed the anticipated procurement activity across the Council for the next six months or so. These included a review of the Print Solutions Tender and different types of tendering and contractual arrangements in Adult and Children's Social Care following recent service reviews.

RESOLVED –

(a) that the procurement updates outlined in the report be noted;

(b) that the Procurement Intentions Document, as shown at Appendix A of the report, be noted and, where indicated, delegation to the appropriate Officers (as per the Contract Procedure Rules) to progress new procurements through the tender process to contract award be approved.

CB-9 ANNUAL GOVERNANCE STATEMENT 2014/15

Non-Key Decision

Councillor R.A. Overton, Cabinet Member: Housing, Public Health & Protection, presented the joint report of the Chief Financial Officer and the Monitoring Officer, attached to which was the draft Annual Governance Statement for 2014/15.

Under the Accounts & Audit Regulations 2011, the Council was required to produce an Annual Governance Statement, and it was best practice that it was signed by the Leader and Managing Director of the Council. The Statement included an action plan to ensure that the Council continued to improve its existing governance arrangements. The action plan attached to the 2013/14 statement (implemented during 2014/15) had been reviewed and updated and was appended to the report.

The Annual Governance Statement outlined that the Council had been adhering to its Local Code of Corporate Governance, continually reviewing and improving its procedures to maintain and demonstrate good corporate governance, and that it had in place robust systems of internal control. The Council could be assured that during 2014/15, including during organisational changes, the existing governance framework had continued to support proper governance. Assurance for the Annual Governance Statement was provided by all areas of the Council including senior management, Members, the Chief Financial Officer, the Monitoring Officer and internal audit.

RESOLVED – that the Annual Governance Statement 2014/15, as shown at Appendix A of the report, be agreed, and the information in the report noted.

CB-10 PROPOSED ARTICLE 4(1) DIRECTION FOR HAYBRIDGE HALL

Non-Key Decision

Councillor R.A. Overton, Cabinet Member: Housing, Public Health & Protection, presented the report of the Assistant Director: Planning Specialist, which suggested a way forward in seeking to protect Haybridge Hall in Hadley.

Haybridge Hall dated back to the 1800s and was on the Council's Local List for protection as a Heritage Asset. In January 2015, the Planning Committee refused an application for the erection of 4 bungalows following the demolition of Haybridge Hall Flats as the proposal would result in the loss of an

architecturally distinguished building and the replacement bungalow development failed to positively respond to its context or to influence positively the appearance and use of the local environment. The applicant's agent had indicated that it was the intention of the owner to pursue the demolition of the building as permitted development through the submission of a prior approval application. The local listing status of the building did not afford it any further protection from demolition, which could be carried out as permitted development.

It was considered that the uncontrolled demolition of the Hall would result in the loss of a local landmark and building of local historic importance, as well as being prejudicial to the proper planning of the area. Therefore, it was considered that there were exceptional circumstances in the public interest to apply for an Article 4(1) Direction to remove permitted development rights for demolition, and require an application to the Local Planning Authority (LPA) for full planning permission. This would allow the LPA to properly assess the significance of the building and consider the proposed demolition on its full planning merits.

The Assistant Director: Planning Specialist further reported that he had earlier that day received an e-mail from the applicant's agent asking that Members' attention be drawn to the potential risks to the Council of pursuing an Article 4(1) Direction. As well as the possibility of a challenge to the decision through judicial review and associated costs, there could be a potential claim for compensation. The Assistant Director: Law, Democracy & People Services added that any risk from a compensation claim could be assessed by Officers, in consultation with the Cabinet Member, as part of the delegated powers being sought.

Members recognised the need to protect the Council from potential legal action/compensation, but it was considered that Haybridge Hall was valued by the local community and it was important to work with partners and residents to do everything possible to try and retain the building. The Assistant Director: Planning Specialist confirmed that dialogue would be opened up with the applicants to find a satisfactory solution that would secure the building and produce an acceptable scheme for the site.

RESOLVED –

(a) that authority be delegated to the Director: Neighbourhood, Customer & Cultural Services, in consultation with the Cabinet Member: Housing, Public Health & Protection, to determine whether a Direction (with or without immediate effect) should be made under Article 4(1) of the Town & Country Planning (General Permitted Development Order) 2015 to remove permitted development rights under Schedule 2, Part 11, Class B (Demolition of Buildings) from the site at Haybridge Hall Flats, Haybridge Road, Hadley;

(b) that authority be delegated to the Director: Neighbourhood, Customer & Cultural Services, in consultation with the Cabinet

Member: Housing, Public Health & Protection, to make the Direction referred to in paragraph 2.1 of the report.

(c) that authority be delegated to the Director: Neighbourhood, Customer & Cultural Services to exercise all the powers conferred on the Council regarding the making, processing and confirmation of the Direction referred to in paragraph 2.1 of the report.

CB-11 PROVISION OF GRANT FUNDING TO FACILITATE THE RESTORATION AND RE-USE OF THE FORMER CHARLTON ARMS HOTEL, WELLINGTON

Non-Key Decision

Councillor R.A. Overton, Cabinet Member: Housing, Public Health & Protection, presented the report of the Assistant Director: Planning Specialist, setting out a proposal for the use of grant funding to assist in the provision of four affordable dwellings as part of the restoration and re-use of the Charlton Arms for apartments and the development of the surrounding site for new homes.

Planning permission had been granted for the restoration of the Listed Hotel building for apartments and 41 residential units on the surrounding site. However, in the current economic environment, the owner/developer was unable to fund the development without some form of intervention/assistance. In order to facilitate the development, as part of the regeneration of Wellington Town Centre, it was proposed to provide a contribution of £300k for the provision of four affordable homes on site. The financial assistance would be provided in the form of a grant funded from Section 106 contributions for the provision of off-site affordable housing. The terms of the grant offer and Section 106 planning agreement had been agreed with the owner/developer, who was now ready to commence work on site.

The report detailed the legal and financial issues involved in the proposed intervention, and concluded that the proposed approach complied with the relevant regulations.

Members welcomed the report and the proposal to “kick start” the Charlton Arms restoration and associated development. The delivery of four affordable homes would benefit Wellington, particularly as the current planning requirements for the site did not demand provision of any affordable housing.

RESOLVED –

(a) that a supplementary capital approval, capital estimate and temporary borrowing, pending the receipt of Section 106 contributions of £0.3m to fund the grant to support the provision as shown in paragraph 4.3 of the report, be approved;

(b) that authority be delegated to the Director of Neighbourhood, Customer & Cultural Services to enter into the proposed grant agreement referred to in the report.

CB-12 REPRESENTATION ON OUTSIDE BODIES 2015/16

Non-Key Decision

The Leader presented the report of the Assistant Director: Law, Democracy & People Services, which set out the appointments to outside bodies that the Council was required to make for 2015/16.

The list of outside bodies for which appointments were required for 2015/16 (and beyond in some instances) was appended to the report. Some organisations that no longer operated had been taken off the list, as had some charitable bodies pending a review of the Council's involvement on those bodies. A request for a Council representative on Telford & Wrekin Healthwatch had been deferred to allow for further discussion about the role and how it related to the Council's health scrutiny function.

Nominations had been sought from the political groups for those appointments that were not by position, and the nominations received were tabled as Appendix 2. Following discussions with the political groups, a list of representatives for approval by Cabinet had been proposed, and this was tabled as Appendix 3. .

RESOLVED – that the nominations to represent the Council on Outside Bodies for 2015/16, as set out in Appendix 3 of the report, be approved.

The meeting ended at 5.34 pm.

Signed for the purposes of the Decision Notices

Jonathan Eatough
Assistant Director: Law, Democracy & People Services
Date: 1 July 2015

Signed: ……..

Date: ……

CABINET

Decision Notices and Minutes of a meeting of the Cabinet held on Thursday, 19th March, 2015 at 5.00 p.m. at Addenbrooke House, Ironmasters Way,Telford

PUBLISHED ON WEDNESDAY, 25th MARCH, 2015

(DEADLINE FOR CALL-IN: MONDAY, 30TH MARCH, 2015)

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

ALSO PRESENT: Councillor E.J. Carter (substitute for Conservative Group Leader)

CB-100 MINUTES

RESOLVED – that the minutes of the meeting held on 26th February 2015 be confirmed and signed by the Chair.

CB-101 APOLOGIES FOR ABSENCE

Councillors A.J. Eade (Conservative Group Leader) and W.L. Tomlinson (Liberal Democrat/Independent Group Leader)

CB-102 DECLARATIONS OF INTEREST

Councillor A.R.H. England declared a personal interest in Agenda item 13 – AFC Telford Utd Development Report – as a season ticket holder (and hence Trustee of the Football Club)

CB-103 SCRUTINY REVIEW OF ACCESS TO AFFORDABLE HOUSING

Key Decision identified as **Scrutiny Report on Access to Affordable Accommodation** in the Notice of Key Decisions published on 18 February 2015.

Councillor D.R.W. White, Chair of the Scrutiny Management Board, presented the Board's report on Access to Affordable Housing in the Borough.

The Board had decided to look at this issue following a meeting with the four main Registered Social Landlords (RSLs) in Telford & Wrekin on the Telford Housing Options scheme. This led to concerns that there was a lack of communication between housing providers and the Council, and that three of the main RSLs in the Borough were saying they had difficulties in letting

properties to eligible local people. Some properties were being let to people from outside the Borough, and none were let to people who were statutorily homeless. The Chair had subsequently met with representatives from Maninplace and the KIP Project who provided support and accommodation to the vulnerable and homeless. This revealed increasing demand for accommodation, with both services finding it very difficult to access social housing for their clients. In particular, there was a large gap in the service and accommodation available for people with mental health issues.

The Board had put forward a number of recommendations to Cabinet and partners which were set out in detail in the report. These were intended to improve communication and co-operative working between housing providers and other agencies in order to address the identified problems and some of their underlying causes.

Councillor C.F. Smith, Cabinet Member: Housing, Development & Borough Towns responded to the report on behalf of the Cabinet. He thanked the Board for the work they had done. The detailed response to each of the Scrutiny Management Board's recommendations was appended to the report attached to the agenda. Eight of the nine recommendations had been wholly accepted, and had been, or were in the process of being, implemented. Considerable progress had been made over the past three months to assist homeless people. It was recognised that some clients would struggle to meet eligibility criteria put in place by registered providers, particularly regarding accumulated debt and anti-social behaviour. The implementation of the "bedroom tax" by the Government was also a contributory factor in the availability of one or two bed accommodation. The Allocation Policy would start to address eligibility issues by setting out clear criteria for the allocation of social housing as well as nomination rights for homeless clients. The new on-line Housing Options Tool was helping in assessing client's needs and signposting them to the most suitable accommodation. The recommendation for the Council to consider extending the existing Bond Scheme to cover the initial cost of up to £70 made by private sector landlords was not accepted for the technical reasons set out in the report.

Members welcomed the Scrutiny report, and reference was made to tackling some of the underlying causes of homelessness, such as mental health and drink/drugs issues.

RESOLVED – that the recommendations made by the Scrutiny Management Board be noted, and the response set out at Appendix 1 of the report be approved.

CB-104 SCRUTINY REVIEW OF BENEFIT SANCTIONS

Key Decision identified as **Scrutiny Report on Benefit Sanctions** in the Notice of Key Decisions published on 18 February 2015.

Councillor A.D. McClements, Chair of the Co-operative & Communities Scrutiny Committee, presented the Committee's report looking at the support for people having their benefit sanctioned.

Through its work in scrutinising the welfare benefits reforms and their impact, the Committee had become increasingly aware of the increasing use of benefit sanctions by the Department for Work and Pensions (DWP). The review was established to look at the impact this was having in Telford & Wrekin on both local people and partner organisations. The Committee had sought to understand the national context by looking at the independent review of the operation of Job Seekers Allowance sanctions carried out last year, and the Government's response to their recommendations. In seeking to understand the local picture, Members had met with representatives from the Citizens Advice Bureau, and a summary of the issues discussed was set out in the report. Views were also sought from the Partnership Manager at the DWP Jobcentre Plus for Telford, and from Council officers.

Based on both the national and local evidence, the Committee had concluded that there was a significant negative impact resulting from benefit sanctions that needed to be addressed. In particular, Members were extremely concerned about the effect on vulnerable people and the hardship caused for individuals and their families – resulting in an increased demand on other local services. The Committee commended the work of the Council's Benefits Team in supporting vulnerable people through the discretionary hardship fund etc. The Committee had put forward five recommendations to Cabinet and partners which were set out in detail in the report. It was recognised that the implementation of Universal Credit would be a further challenge, and it was hoped that the Council could work with the DWP locally to minimise any problems of hardship for local people.

Councillor H. Rhodes, Cabinet Member: Customer Services, Libraries & Transport, responded to the report on behalf of the Cabinet. She thanked the Committee for the work they had done. The detailed response to each of the Scrutiny Committee's recommendations was appended to the report attached to the agenda. All of the five recommendations had been wholly or partly accepted. It was recognised that that sanctions regime that had been implemented by the local Job Centres was as a result of national DWP policy and there was very limited local discretion as to how these policies were applied locally. Reference was also made to the implementation of Universal Credit in Telford & Wrekin from 1 June 2015, which would bring further changes to the sanctions regime. The introduction of Universal Credit did provided an opportunity for the Councils, Job Centres and third sector organisations to work together to provide a range of joint support services to claimants.

Members welcomed the Scrutiny report, and expressed concern that sanctions would continue under the Universal Credit regime, including for people claiming in-work benefits. In response to a question, the Assistant Director: Neighbourhood & Customer Services confirmed that the Local Support Framework would be the Council's responsibility following the introduction of Universal Credit. It was understood that Universal Credit in Telford & Wrekin would only initially apply to single people, which represented about 300 individuals.

RESOLVED – that the recommendations made by the Co-operative & Communities Scrutiny Committee be noted, and the response set out at Appendix 1 of the report be approved.

CB-105 PRIDE IN YOUR COMMUNITY PROGRAMME – INVESTING IN OUR INFRASTRUCTURE AND COMMUNITIES

Non-Key Decision

Councillor S. Davies, Cabinet Member: Neighbourhood Services, Employment & Skills, presented the report of the Assistant Director: Neighbourhood & Customer Services, which provided an update on the delivery of the Pride in Your Community Programme Pledges and the positive impact it was providing to regenerate communities.

The Pride in Your Community Programme was introduced on 1 April 2014, with delivery across the Borough over the following two years. It had involved working jointly with residents, ward members and partner agencies to bring together social and physical improvements to the appearance of neighbourhoods. 37 applications for funding from the Community Pride Fund had now been approved, which would deliver improvements to community buildings and provide sports facilities and equipment. A further £20,000 of community funding had been secured for 2015/16 through the Waste Contract with Veolia.

Among the impacts that the Programme had achieved were:

- 7,200 volunteer hours through the community pay back programme
- 165 Street Champions within communities
- 159 Snow Wardens
- 9 Parish Environmental Teams and 6 Environmental Estate Response Teams with 12 people currently undertaking apprenticeships;
- Employment and training opportunities in Cuckoo Oak ward
- 46 roads received major surface dressing treatment;
- 1.867 residents using the 'Everyday Telford' app;
- 300 new litter bins purchased
- 94% resident satisfaction with recycling collection services
- Up until the end of December 2014, there had been a 47% reduction in the number of complaints received by Neighbourhood Services.

Further key facts and figures about the Programme, and a summary of the Borough wide progress against the Programme Pledges, were appended to the report. A further appendix illustrated some of the communications and engagement that had taken place.

RESOLVED – that the progress made to date against the Pride Programme Pledges approved by Cabinet on 9 January 2014 be noted.

CB-106 REGENERATION OF BROOKSIDE LOCAL CENTRE - UPDATE

Non-Key Decision

Councillor S. Davies, Cabinet Member: Neighbourhood Services, Employment & Skills, presented the joint report of the Assistant Director: Development, Business & Employment and the Assistant Director: Neighbourhood & Customer Services, which provided updates on the scheme to regenerate Brookside Local Centre, ongoing engagement of the community, and on environmental improvements being undertaken across Brookside as part of the Pride in Your Community Programme.

Following extensive consultation and engagement with local residents, a Masterplan for the redevelopment of Brookside Local Centre was drawn up in 2012, with capital funding of £6.123m subsequently being allocated to the scheme. By September 2013 all flats were vacant and were demolished alongside the old youth centre. The project architects worked closely with the owners of the shops to design new premises that would meet the needs of their businesses. In June 2014, over 800sqm of new shop space was handed over to the shop owners, and local feedback indicated that these units were attracting significant footfall into the Centre. Two new flats above the supermarket were now occupied. Work was rapidly coming to a conclusion on the refurbished and extended community centre, with handover scheduled to take place by the end of the month. This would be a first class facility for the local community. Work was also underway on the new nursery play area, community garden and other areas of public realm. The development of 18 new bungalows by Wrekin Housing Trust was underway, with an anticipated completion by Autumn/Winter 2015.

Residents were still closely engaged with the scheme and consultation started in December 2014 about the setting-up of a 'Friends of the Community Centre' group. Residents would also be running the new community centre café, supported by the Council. Environmental improvements were taking place across the wider estate, and these were detailed in the report. Funding had been approved for 2015/16 to improve the 'spinal path' through the centre of the estate.

Councillor A.R.H. England, Ward Member for Brookside, welcomed the much needed investment in the estate and the Local Centre, which would also kick-start social regeneration. There had been a very good consultation process with residents, along with strong community participation in the improvement work.

RESOLVED –

(a) that the progress made in the delivery of the Brookside Local Centre project, and its success as an example of co-operative working and of comprehensive physical and social regeneration, be noted;

(b) that the actions being taken as part of the Pride programme and on-going community collaboration be endorsed.

CB-107 REGENERATION OF HOLLINSWOOD LOCAL CENTRE - UPDATE

Non-Key Decision

Councillor S. Davies, Cabinet Member: Neighbourhood Services, Employment & Skills, presented the joint report of the Assistant Director: Development, Business & Employment and the Assistant Director: Neighbourhood & Customer Services, which provided an update on the scheme to redevelop Hollinswood Local Centre.

Following a feasibility study and extensive public consultation and engagement, a redevelopment plan for the Local Centre was drawn up. Approval was given in September 2014, with £1m of 'Pride in Your Community' funding allocated to the scheme, combined with re-prioritisation of other capital programme monies and receipts. Enabling works commenced in September 2014 with the acquisition of the Woodcutter Public House, which had now been demolished to create space for the new shops. The tenants of the existing shops had all agreed to relocate to the new shops and surrender their existing leases. Negotiations were continuing with the Parish Council on the refurbishment of the community centre they leased from the Council. A contract for the main building works had been awarded, with site set-up due to commence on 23 March 2015.

Councillor A.R.H England, Cabinet Member: Adult Social Care, referred to the Activity Hub for Adults with Learning Difficulties which was being sited in Hollinswood. As well as enhancing that service, the Hub would also generate increased footfall to the Local Centre. In response to a question about the underpass which linked to the nearby school, the Waste & Neighbourhood Performance Management Service Delivery Manager reported that the community did not want it closed, so instead Pride monies would be used to remove graffiti, improve the lighting and landscape the entrances.

RESOLVED –

(a) that the progress made in the delivery of the Hollinswood Local Centre project be noted;

(b) that the actions being taken as part of the Pride programme and ongoing community collaboration be endorsed.

CB-108 THE GOWER, GOWER STREET, ST GEORGES - UPDATE

Non-Key Decision

Councillor S. Davies, Cabinet Member: Neighbourhood Services, Employment & Skills, presented the report of the Assistant Director: Development, Business & Employment, which provided an update on the scheme to

refurbish The Gower – a former youth building owned by the Council which had been closed for many years.

The Gower was a Victorian brick built building which was of historic and heritage value to the St Georges area. In recent years it had been subject to repeated vandalism and was in poor condition. A range of uses had been considered, and a Gower St Heritage & Enterprise Group had been formed in April 2014. Working with the Council, a number of on-site clean-up and consultation events had been held. The longer term aim of the Group was to bring the building back into community use following consultation with local people on potential uses.

The 2015/16 budget included capital provision of £650,000 to facilitate and contribute to the refurbishment of the building to benefit local residents and various clubs and organisations. In addition, improvement works were planned in St Georges as part of the Pride in Your Community programme.

Councillor R.A. Overton, Ward member for St Georges, reported that Councillor J.C. Minor (the other Ward member) and himself had been closely involved in this Scheme, and commended the level of community involvement and Co-operative working in finding ways to bring The Gower back into use.

RESOLVED –

(a) that the approach being taken to the refurbishment of the former Gower Street Youth Club be noted;

(b) that authority be delegated to the Assistant Director: Development, Business & Employment, in consultation with the Cabinet Member: Neighbourhood, Employment & Skills, to review and, if acceptable, approve the final business plan;

(c) that authority be delegated to the Assistant Director: Development, Business & Employment, in consultation with the Cabinet Member: Neighbourhood, Employment & Skills, to implement a programme of refurbishment and governance structure when an appropriate business plan is developed and agreed.

CB-109 PRIDE IN YOUR HIGH STREETS AND LOCAL CENTRES

Key Decision identified as **£1m High Street Fund Proposals** in the Notice of Key Decisions published on 18 February 2015.

Councillor K.S. Sahota declared that his wife had a business in Wellington Town Centre.

Councillor S. Davies, Cabinet Member: Neighbourhood Services, Employment & Skills, presented the report of the Assistant Director: Development, Business & Employment, which outlined the establishment of a Pride in Our High Streets and Local Centres Fund totalling £1m.

The initiative would complement the Pride in Your Community Programme, and provide a grant scheme to fund projects that were of community or strategic importance in terms of high street and local centre regeneration and that had potential to support or create local employment opportunities. The Fund would comprise two parts:

- A Bidding Fund of around £800k which would be made available for bids meeting the criteria shown in the report;
- An Innovation Fund of around £200k to be used by the Council to invest in promotions and activities to attract people to visit and use the local high streets and centres.

The Bidding Fund would seek to make an equitable distribution of grants across the different High Streets and Local Centres in the Borough. No one High Street or Local Centre would be able to benefit from more than £100,000 of grants in total. Applications for funding would be considered against the grant criteria by an Initial Assessment Panel comprising business sector representatives and Council Officers. This Panel would make recommendations to Cabinet for which projects should be taken forward and allocated funding. Support for applicants would be provided, including workshops/seminars where organisations could meet with Council Officers for advice and help. These would initially be held in Dawley and Oakengates.

The Innovation Fund would be used to provide additional activity and animation in the high streets in which to celebrate the unique character and appeal of distinctive public spaces. Activities would be drawn up in partnership with the community, and would complement the existing Arts and Culture Events programme and other recognised events.

Members supported the proposals and aims for the Programme. In respect of the seminars for potential applicants, it was suggested that a further seminar could be held in the north of the Borough. The Cabinet Member added that other events could be arranged, and the Programme would be fully publicised.

RESOLVED –

(a) that the process for allocating the Bidding Fund, including the criteria for the Fund outlined at paragraph 5.1.7 of the report, be approved;

(b) that the process for assessing applications, including the establishment of an Assessment Panel who will evaluate applications and make recommendations on grant allocations to Cabinet for a decision;

(c) that authority be delegated to the Assistant Director: Development, Business & Employment to oversee the administration and implementation of the Fund;

(d) that authority be delegated to the Assistant Director: Leisure, Culture & Facilities Management, in consultation with the Cabinet

Member: Neighbourhood, Employment & Skills and Assistant Director: Development, Business & Employment, to oversee the investment of the £200k Innovation Fund in line with the proposals in the report.

CB-110 MADELEY NEIGHBOURHOOD DEVELOPMENT PLAN: PROCEED TO MAKING

Key Decision identified as **Madeley Neighbourhood Plan – Formal Making** in the Notice of Key Decisions published on 18 February 2015.

Councillor C.F. Smith, Cabinet Member: Housing, Development & Borough Towns, presented the report of the Assistant Director: Planning Specialist, which sought Cabinet approval for the 'making' of the Madeley Neighbourhood Development Plan (NDP) following the completion of all the necessary procedures and requirements. Copies of the Plan had been available for inspection in the Members Room and online.

Cabinet on 16 October 2014 considered the Independent Examiner's report which recommended that the NDP proceed to Referendum, subject to a number of modifications. Those modifications were applied to the NDP, and Cabinet agreed to proceed to a formal Referendum. This was held on 29 January 2015, with a majority 'yes' vote of 94% in favour of the Plan. Overall turnout was 16.57%. It was not considered that the NDP breached any EU obligations or any Convention Rights and could therefore be 'made'. This would allow the Madeley NDP to be given full weight in the determination of planning applications within the Parish of Madeley alongside national and Borough wide adopted policy.

The Assistant Director: Planning Specialist added that this was the first NDP in Telford & Wrekin to reach the end of the process and become part of the Development Plan. It was one out of only 74 NDPs nationally to reach this stage.

Councillor P.R. Watling, Ward member for Madeley, highlighted the partnership working with Madeley Town Council, and the amount of work that had gone into producing the NDP. There was clear support from local people.

RESOLVED – that the Madeley Neighbourhood Development Plan be 'made'

CB-111 UPDATE ON SUPERFAST TELFORD BROADBAND PROGRAMME

Key Decision identified as **Update on the Telford Superfast Broadband Programme** in the Notice of Key Decisions published on 18 February 2015.

Councillor C.F. Smith, Cabinet Member: Housing, Development & Borough Towns, presented the report of the Assistant Director: Development, Business & Employment, which provided an update on the Superfast Telford broadband

programme which aimed to provide Superfast Broadband to at least 96% of residential and business premises across the Borough.

In July 2014, Cabinet approved funding for the programme as part of the Broadband Delivery UK (BDUK) Phase 2 Superfast Extension Programme, and gave authority to procure a supplier using the BDUK Call Off framework. An Open Market Review was undertaken to establish existing and planned broadband services in the Borough. Data from the Review was used to identify those areas that would be eligible for intervention for both Basic and Superfast Broadband – and these were appended to the report in map form. Following public consultation, a tender exercise was carried out. The delivery contract was due to be signed in the next week with the successful supplier. Following a 6 month mobilisation period, the delivery of the programme would start in September 2015 with completion due in June 2017. A Delivery Plan had been developed, partly based on feedback from the consultation, with preferred areas for early implementation identified. A robust marketing and communications plan would be put in place in order to raise awareness of the programme, communicate the Delivery Plan and encourage take up of superfast broadband. As part of this plan, a website would be set up.

During the ensuing discussion, Councillor Carter referred to the number of micro-businesses in the rural areas of the Borough that needed superfast broadband. The Cabinet Member added that pressure would need to be kept on the supplier to meet the programme target.

RESOLVED –

(a) that the programme delivery dates, scope of intervention and the process for establishing a delivery plan for eligible areas be noted;

(b) that authority be delegated to the Assistant Director: Development, Business & Employment to take all actions necessary to finalise the funding package required to deliver the programme;

(d) that authority be delegated to the Assistant Director: Development, Business & Employment, to sign and execute any documentation necessary, including, but not limited to, awarding the contract to the preferred bidder.

CB-112 AFC TELFORD UTD DEVELOPMENT REPORT

Key Decision identified as **AFC Telford Update** in the Notice of Key Decisions published on 18 February 2015.

Councillor S. Davies, Cabinet Member: Neighbourhood Services, Employment & Skills, presented the joint report of the Assistant Director: Leisure, Culture & Facilities Management and the Assistant Director: Development, Business & Employment, which updated Members on the current partnership work with AFC Telford as well as potential future opportunities for collaborative working.

Following work with consultants to look at opportunities to support their long term sustainability, AFC Telford was seeking a formal commitment from the Council to be part of a project team to:

- develop plans for the extension of the AFC Telford Learning Centre to better accommodate existing users, create capacity for new community activities and provide changing rooms for the 5-a-side pitches;
- explore other leisure related development opportunities, such as the provision of squash courts, on the AFC Telford site.
- in addition, the opportunity exists to further explore the development of a South Telford Football Hub, potentially on land adjacent to Telford Ski Centre at Madeley. This would provide sporting, education and social facilities, improve the long term sustainability of the Ski Centre, and help the Club extend its outreach work into south Telford;

The Club had requested that the capital receipt from the sale of the Bucks Head Pub was made available to the project team, and that this be used as match funding to lever in additional external funding. It was considered that working collaboratively would bring about maximum benefit by ensuring that any new provision would complement the existing Borough facility mix.

RESOLVED –

(a) that the development of a joint project group, comprising of representatives from AFC Telford Utd and the Council, to further develop plans, business cases and external funding bids to enhance community and club sport, leisure and learning facilities be supported;

(b) that, subject to resolution (c) below, authority be delegated to the Assistant Director: Development, Business & Employment, in consultation with the Assistant Director: Leisure, Culture & Facilities and the Cabinet Members for Neighbourhood, Employment & Skills and Finance & Enterprise, to commit capital expenditure of up to £279k to support projects in line with those referred to in the report upon agreement of an acceptable business plan;

(c) TO RECOMMEND to COUNCIL that the necessary changes to the approved capital programme and revenue budget be approved once arrangements have been finalised to reflect the capital and revenue implications outlined in the report.

(NB: Councillor A.R.H. England did not vote on the above resolutions)

CB-113 DISCRETIONARY HOUSING PAYMENT AND COUNCIL TAX SUPPORT HARDSHIP ASSISTANCE

Non-Key Decision

Councillor W.A.M McClements, Cabinet Member: Finance & Enterprise, presented the report of the Assistant Director: Neighbourhood & Customer Services, which sought approval of a revised Discretionary Housing Payment and Council Tax Support Hardship Assistance Policy.

The current Policy took effect from April 2013 and had been refreshed to include best practice based on the experience the Benefit Service had gained since the Government welfare reforms were introduced. A copy of the Policy was appended to the report. As with the previous policy, the basic overriding principle of the scheme was that if a customer had sufficient income to cover their rent after all essential expenditure had been taken into account they would not be awarded a Discretionary Housing Payment (DHP). The Benefit Service had worked closely with housing providers and other partners to find innovative uses of the DHP fund that maximised residents' choices regarding housing mobility and enabled them to move to more appropriate accommodation. This included assistance with paying a deposit to secure a tenancy and the payment of removal costs in certain circumstances. However, it remained the intention not to provide help to pay rent in advance, except in very exceptional circumstances.

The report detailed funding allocations from the Department for Work and Pension for DHP, and it was forecast that the current year's allocation of £465k would be awarded by the end of the financial year. The report also provided information on the operation of the Council Tax Support Scheme, for which 224 awards had been made in the first 9 months of 2014/15.

RESOLVED – that the revised Discretionary Housing Payment and Council Tax Support Hardship Assistance Policy, as shown at Appendix A of the report, be approved.

CB-114 TACKLING YOUTH UNEMPLOYMENT ONE YEAR ON – THE SECOND YEAR CHALLENGE

Non-Key Decision

Councillor S. Davies, Cabinet Member: Neighbourhood Services, Employment & Skills, presented the report of the Assistant Director: Development, Business & Employment, which provided an update on progress to date in tackling youth unemployment in the Borough and information on the further work still to be done.

In January 2014, Cabinet approved a series of pledges with a view to ensuring that every 16-24 year old seeking employment or training was fully supported. Within one year, the programme had exceeded its expectations by helping to bring youth unemployment in Telford & Wrekin below national levels. It currently stood at 15.7% compared to the national rate of 17.3%. The report set out in detail the progress to date against each pledge. Among the successes had been a target of 150 apprenticeships in the Council being exceeded, 120 young people supported into work through the Job Box Mentor programme, and twice the number of users at Job Junctions in 2014 compared to 2013. The Cabinet Member also referred to the Jobs Fair and

Skills Festival that had taken place this week at the International Centre, with over 4,000 people attending over the two days.

It was also announced that the Council had secured an £80,000 Government grant to tackle unemployment for those people with mental health issues. Telford & Wrekin was one of only five authorities nationally to receive this funding. Schools were also being supported through the 'Life Ready, Work Ready' programme which was due to go on trial over the summer term.

Members welcomed the progress that had been made in reducing youth unemployment in the Borough, and the continuing work to support young people in finding work or training.

RESOLVED – that the progress made to date against the pledges to tackle high levels of youth unemployment be noted.

CB-115 EXCLUSION OF PUBLIC AND PRESS

RESOLVED – that the public and press be excluded from the meeting for the following item of business on the grounds that it may involve the disclosure of exempt information relating to the financial or business affairs of any particular person (including the authority holding that information) as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

(Councillor R.A. Overton left the meeting at 6.40pm)

CB-116 SOUTHWATER PHASE TWO – DEVELOPMENT OPTIONS

Key Decision identified as **Southwater Hotel Investment – Commercial Details** in the Notice of Key Decisions published on 18 February 2015.

Councillor S. Davies, Cabinet Member: Neighbourhood Services, Employment & Skills, presented the report of the Assistant Director: Development, Business & Employment, which set out proposals for the delivery of a hotel and associated car parking as part of the ongoing development of Southwater, together with options for the delivery of parking to support the development of apartments in Southwater as part of the Housing Investment Programme.

The report set out two possible delivery options that had emerged from discussions with two possible private sector developers. These were still indicative as there were a number of factors still under discussion and further appraisal work to be undertaken. A full feasibility appraisal of both options, as well as any further options which became apparent, would be prepared and authority was sought to delegate authority to the Assistant Director to conclude any negotiations in consultation with the Cabinet Member for Finance & Enterprise.

RESOLVED –

(a) that authority be delegated to the Assistant Director: Development, Business & Employment to conclude an options appraisal for the provision of a hotel and associated car parking development on land at Southwater and car parking facilities to support the development of apartments at Southwater as part of the Housing & Property Investment Programme and, following consultation with the Cabinet member for Finance & Enterprise, to proceed with the implementation of the preferred option;

(b) That authority be delegated to the Assistant Director; Development, Business & Employment, in consultation with the Cabinet member for Finance & Enterprise, to conclude negotiations with private sector partners to facilitate delivery including entering into any agreements necessary for the disposal of or acquisition of land required to give effect to the recommendations within the report;

(c) that authority be delegated to the Assistant Director: Development, Business & Employment, in consultation with the Cabinet member for Finance & Enterprise, to enter into any agreements necessary to secure the design and construction of the car parking facilities;

(d) that, if it became necessary in order to progress the favoured option, approval be given to waive the requirements within the Council's Contract Procedure Rules to seek competitive quotes and/or tenders for the design and construction of the car parking facilities detailed at resolution (a) above.

The meeting ended at 6.44 pm.

Signed for the purposes of the Decision Notices

Jonathan Eatough
Assistant Director: Law, Democracy & People Services
Date: 25 March 2015

Signed: ……..

Date: ……

TELFORD & WREKIN COUNCIL

CABINET – 25 JUNE 2015
COUNCIL – 9 JULY 2015

SERVICE & FINANCIAL PLANNING – 2014/15 OUTTURN AND 2015/16 UPDATE

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

LEAD CABINET MEMBER: CLLR LEE CARTER

PART A) – SUMMARY REPORT

1.0 SUMMARY OF KEY ISSUES

1.1 2014/15 Financial Outturn

The Council has a strong track record of very effective financial management and in anticipation of the inevitable funding cuts to be faced in 2015/16 and later years action was taken early in 2014/15 to identify and deliver further "in year" savings. This together with an embedded culture of tight budget control and active financial management by both Cabinet Members and budget holders has resulted in a very sound financial position at the end of the 2014/15 financial year.

The gross revenue budget for 2014/15 was £429m and the net budget was £129m. The revenue outturn position is well within budget with a final net underspend of £1.145m (which is equivalent to only -0.89% of net budget) - £0.858m of this is a planned funding required for the 2015/16 budget strategy as agreed in the service and financial planning strategy by Full Council on 5 March 2015. This position has been achieved after delivering £17m of budget savings in 2014/15, on top of the £53m made in the previous 5 years.

The focus of Cabinet Members and the Senior Management Team has been to maximise the financial position for the Council through the 2014/15 closedown in order to put us in the best possible position as we move into 2015/16. Action taken has included capitalisation of interest relating to capital projects under construction which is permissible under the local government accounting code of practice, a review of all balances and provisions and in recognition of current very low inflation rates a review of budget allowances for inflation. This action has resulted in additional one-off revenue benefits which are available to support the medium term financial strategy. The funding outlook for the medium term will undoubtedly continue to be extremely challenging and whilst until the Government publish further details later

in the year following their Comprehensive Spending Review, it is not possible to have any certainty on the further cuts that we will face, it is currently anticipated that we will need to identify further savings of between £10m and £12m each year for at least the next 3 years, based on current national planning totals.

Due to the strong financial management exercised by Cabinet Members and budget holders during 2014/15, the Council has been able to make a number of investments and create prudent provisions from the 2014/15 underspend to support its priorities. These include the one-off investments approved as part of the 2015/16 budget strategy:-

- £1.0m to help revitalise and invest in the high streets of borough towns;
- £0.750m to support the borough wide environmental maintenance programme;
- £0.2m to provide free swimming for residents over 50;

Further investments now funded from the 2014/15 out-turn position include:-

- £0.8m to allow the Parish Environmental Teams and rapid Response team to continue to operate until the end of the current cleansing and grounds maintenance contract in March 2019;
- £0.5m to support the Council's Job Box Initiative beyond the current financial year
- £1m funding to support the Pride in Your Community Fund initiative planned for 2017/18 (previously funded through prudential borrowing). Funding from the available revenue funds from 2014/15 will enable greater flexibility in the schemes that can be supported rather than using capital funds and reduce ongoing debt charges;
- £2.2m provision for future severance costs as further staffing reductions will be unavoidable as part of the ongoing service reviews required to deliver the savings required due to further cuts imposed by the Government.
- £1m to provide additional capacity and to support invest to save initiatives which will help to deliver future budget savings

Our pro-active approach secured a number of favourable variations during the year which contributed to the overall favourable position. These included:

- In year savings totalling £5.2m were delivered across all services which contributed significantly to the overall outturn position. This included many one-off benefits, for example arising from active treasury management where a back-dated benefit of £1.1m has been achieved from reviewing the Council's MRP policy relating to "government supported" debt in the same way as was agreed for all

prudential debt as part of the budget in 2014/15. Also included is the budget in 2014/15 allowed for the implementation of the single status settlement which was not implemented during 2014/15 and released a benefit of £1.95m.

- Close management of employee budgets during the year has resulted in savings totalling £2.1m relating to vacant posts, many of which are one off and linked to service restructures
- Public Health costs relating to smoking cessation and substance misuse have ended the year under budget by £0.5m
- A one off benefit of £0.2m relating to Planning Fee income due to the buoyant housing market, inward investment and business expansion

The main pressures experienced during 2014/15 were:

- Adult Social Services ended the year at £0.6m overspend. As reported throughout the year, the cost of purchasing care packages from external providers was the key issue with an overspend of £5.6m. One off balances of £3.1m and additional income of £1.7m, including Government grants, partly offset the overspend.
- Children's Safeguarding ended the year with an overspend of £1.2m. This was a combination of the cost of Children in Care Placements, which had an overspend of £1.6m at year end, and other service overspends including care leavers accommodation costs, the cost of using agency staff; foster care and adoption costs; these were offset by the use of the £1.2m draw down budget and other service underspends.

1.2 **Capital**

Capital spend ended the year at £115.1m against an approved estimate of £141.6m which was in the main due to re-phasing into 2015/16. This underspend will enable some treasury management savings to be made in 2015/16.

1.3 **Income Monitoring**

Overall cash collection is in a good position. Collection rates for Council Tax (£68m) and business Rates (£72m) were ahead of target for the year while sales ledger income collection (£36m) was slightly behind the target for the year. Debt is pursued rigorously and continues to be collected after the end of the financial year with all recovery avenues being explored.

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 2 July.

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

1.6 2015/16 Update

The Council faces another very challenging year in 2015/16 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 the July meeting of the Cabinet with an updated position.

2.0 RECOMMENDATIONS

2.1 In relation to the 2014/15 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 2014/15 which is subject to audit by the Council's external auditors; also, the transfers to reserves detailed in paragraph 5.3.

(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 the performance against income targets.

(iv) Note the key issues identified for 2015/16 and approve the new capital allocation detailed in paragraph 8.2.

3.0 SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	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.
TARGET COMPLETION/DELIVERY DATE	Outturn forms the basis of the formal statement of accounts which will be presented to the Audit Committee in draft format at the end of June, are audited during July and the final version of which will be published by the end of September following consideration by the Audit Committee.	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes	The financial impacts are detailed throughout the report.

LEGAL ISSUES	No	None directly arising from this report. The S151 Officer has a statutory duty to monitor income and expenditure and to take action if overspends /shortfalls emerge. There is a requirement to publish the audited Statement of Accounts by the end of September and the draft accounts should be presented to the Audit Committee before the end of June.
OTHER IMPACTS, RISKS & OPPORTUNITIES	No	
IMPACT ON SPECIFIC WARDS	No	Borough Wide

PART B) – ADDITIONAL INFORMATION

4.0 2014/15 REVENUE BUDGET

4.1 The Council had a gross revenue budget of £429m for 2014/15 and the final net revenue outturn position is as follows (a summary is provided in Appendix I):

	£m
Net Budget	129.234
Net Expenditure	128.089
Net Underspend	-1.145
Percentage Net Variance	-0.89

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

Service Area	Approved Budget	Outturn	Variance
	£	£	£
Children's Safeguarding & Specialist Services	20,498,422	**21,697,262**	1,198,840
Education & Corporate Parenting	10,884,147	**11,403,743**	519,596
Family, Cohesion & Commissioning Services	9,713,047	**8,808,046**	(905,001)
Development, Business & Employment	2,369,583	**1,891,640**	(477,943)
Neighbourhood & Leisure Services	30,643,265	**30,173,408**	(469,857)
Adult Social Services	37,528,318	**38,196,188**	667,870
Public Health, Well Being & Public Protection	2,005,078	**1,601,157**	(403,921)
Customer Services	4,764,596	**4,113,644**	(650,952)
Law, Democracy & People Services	2,329,380	**253,026**	(2,076,354)
Finance, Audit & Information Governance	9,615,330	**7,249,830**	(2,365,500)
Cooperative Council Delivery Unit	1,327,580	**1,207,668**	(119,912)
Council Wide (including Asset Rentals)	(2,444,216)	**(4,006,398)**	(1,562,182)
Total	**129,234,530**	**122,589,214**	**(6,645,316)**
Proposed Transfers to Reserves:			
Capacity/Invest to Save Fund		1,000,000	1,000,000
Severance Fund		2,200,000	2,200,000
Pride in Your Community Fund 17/18		1,000,000	1,000,000
Parish Environmental Teams (17/18 and 18/19)		800,000	800,000
Unemployment Initiatives		500,000	500,000
Total Variance after Transfers	**129,234,530**	**128,089,214**	**(1,145,316)**

Note: the above figures include both service and corporate variances (such as asset rentals and pensions accounting entries required by International Accounting Standard 19) - the detailed analysis is shown in Appendix 2. The figures are also before 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. Therefore the position in the published accounts will differ from that set out above.

4.3 Service variances over £0.100m are highlighted below.

Service Area	Variance £m
Children's Safeguarding & Specialist Services **Children in Care Placements** (CiC) – the overspend reflects 293 CiC (309 at 31 March 2014, peak of 323 during last financial year). The financial strategy for 2014/15 included an additional "draw-down" budget for Safeguarding to help meet the ongoing pressures on the service (see below). All placements are scrutinised and reviewed in line with the Action Plan and Placement Strategy to secure best value. The Cost Improvement Plan for 2015/16 includes further cost reductions in this area.	+1.558

Draw down budget – £1.2m set aside when the budget was set to meet CiC pressures.	-1.200
Care Leavers – overspend relating to the cost of supporting 16-18 year olds as they leave care. This represents a significant improvement on the position in 2013/14.	+0.166
Internal Foster Carer Costs– payments to Foster Carers including transport costs.	+0.164
Staffing (Specialist Services) – underspends from vacancies held in the service area.	-0.116
Staffing (Safeguarding) – including the cost of agency social workers	+0.237
Direct Payments – payments relating to personal care for children with disabilities.	+0.105
Children not in Care – costs relating to adoption fees and other costs made to carers to support placing children with families and avoiding higher care related costs. In year savings total £0.080m.	+0.190
<u>Education & Corporate Parenting</u>	
School Improvement Advisory Service – lower costs due to in year vacancies and additional income from trading following a restructure.	-0.246
Education Services Grant (ESG) – fewer in-year conversions to academies than anticipated resulting in less reduction in ESG for the local authority. In year savings total £0.130m.	-0.105
<u>Family, Cohesion Services & Commissioning</u>	
Cohesion – a combination of salary savings from temporary vacancies and other savings within the service.	-0.206
Contracting & Commissioning – mainly due to the transfer of Supporting People from Adult Social Services which is forecast to overspend by £0.384m, partially offset by restructure savings. In year savings total £0.909m.	+0.303

Adult Social Services	
Purchasing budgets – an overspend of £5.6m is reported which is after the delivery of £2m savings already achieved.	+5.573
One off Funds – includes £0.9m Service balances plus £2.24m of the one off draw down budget set aside at year end.	-3.140
Transport – impact of the budget reductions following a transport review. A project group has been set up to review transport expenditure in 2015/16 and address the overspend.	+0.179
Employees – savings arising from vacant posts within Adult Social Services.	-0.304
Income – a combination of additional income from the Government to support work on winter pressures and reducing the delay to people leaving hospital, together with funds to support the implementation of the Care Act and additional client contributions.	-1.742
Public Health, Wellbeing & Public Protection	
Employees – arising from part year vacancies and underspends on other employee budgets.	-0.102
Smoking Cessation Project – saving arising from reduced demand and use of service.	-0.231
Substance Misuse – saving from across the Drugs and Alcohol service including inpatient detox.	-0.252
Public Protection & Civil Resilience – saving arising from employee vacancies during the year In year savings total £0.200m.	-0.145
Neighbourhood & Leisure Services	
Highways & Engineering – costs associated with restructure	+0.200
Highways & Engineering – additional income which cover costs associated with restructure	-0.307
Drain Clearing – additional costs of gully emptying; offset by	+0.143

underspends elsewhere in the service. **Concessionary Travel** – saving as a result of reduced passenger numbers. **Highways & Transport Strategic Policy –** savings arising from vacant posts **Highways & Transport Strategic Policy –** income shortfall mitigated by above saving. **Leisure Facilities & Services –** income shortfall at Oakengates Leisure Centre and Horsehay Golf Complex **Arthog** – additional income relating to increased school visits and increased occupancy. **Oakengates Theatre** – additional income relating to the success of the pantomime and other productions during the year. In year savings total £0.185m.	 -0.126 -0.225 +0.169 +0.175 -0.138 -0.100
<u>Development, Business & Employment</u> **Regeneration & Investments –** loss in Property Investment Portfolio investment income arising from the longer-term rationalisation of the property portfolio to secure a more sustainable income position ongoing, short-term income pressures at Southwater car park and service charge voids. **Business & Development Planning** – one off savings arising from vacancy management **Development Management** – one off benefit from increased planning applications due to the current housing market and "Invest in Telford" campaign. **Property & Design** – one off savings arising from vacancy management **Property & Design** – reduced spend on consultancy services **Property & Design** – additional property related costs including utilities and maintenance costs **Regeneration & Investment** – one off savings arising from vacancy management	 +0.575 -0.123 -0.218 -0.126 -0.114 +0.216 -0.147

In year savings total £0.440m.	
Customer Services **Care & Enablement** – savings identified from staffing restructures and the cessation of the enablement service which together with one off funds have covered residential and community support overspends **ICT** – the net impact of the reallocation of savings together with additional restructure savings. **Cleaning** – additional income generated and reduced employee costs. Customer Services overall position includes £600k additional funding achieved through increased council tax and business rates. Due to accounting regulations this is not available to the Council in 2014/15 and will be met from one-off funds until 2015/16. In year net savings total £0.256m.	-0.251 -0.134 -0.102
Finance, Audit & Information Governance **Treasury** – the majority of this saving relates to the benefit of extending the change in the calculation of the Minimum Revenue Provision applied in 2013/14 to include supported debt (government allocations), which is made up of a back-dated element of £1.1m and an ongoing benefit. The revenue impact of changes to the level of anticipated capital receipts is also reflected in this position as is a benefit from capitalisation of interest on projects under construction at year end.	-2.149
Law, Democracy & People Services **Single Status** - the budget for 2014/15 allowed for implementation of the single status settlement during the year. This is unlikely to happen during this financial year and as such a net benefit of £1.9m will arise during this year. In year net savings total £1.917m.	-1.950
Co-operative Council Delivery Unit **Delivery & Planning** – underspends relating to vacant posts. In year savings total £0.087m.	-0.101

Purchase Rebates Surplus dividend from West Mercia Energy relating to 2013/14 outturn performance.	-0.132
Litigation Costs Provision for the estimated costs associated with an ongoing litigation claim affecting a number of Councils across the country.	+0.259
Housing Benefit Subsidy Higher than budgeted housing benefit subsidy which includes the impact of a reduction in the level of overpayments made during the last part of the year.	-0.211

4.4 Public Health.

Responsibility for Public Health transferred to the Council from the NHS in April 2013 together with the associated specific ring-fenced grant funding. In 2014/15 this grant totalled £10.9m. The conditions of the grant are that it must be used to address health needs and improve health and well-being in the community. Improving public health outcomes is delivered across a number of Service Areas and a summary of the application of the grant in 2014/15 is shown in the table below:

	£
Public Health Reserve (grant cfwd 13/14)	31,000
Public Health Grant 2014/15	10,912,900
Total Funding	10,943,900
Application of Funding in 2014/15	
Public Health, Well Being & Public Protection	6,812,457
Adult Social Services	967,790
Customer Services	36,726
Development, Business & Employment	574,721
Education & Corporate Parenting	491,999
Family & Cohesion & Commissioning Services	1,240,314
Neighbourhood & Leisure Services	556,600
Council Wide	151,131
	10,831,738
Grant cfwd into 2015/16	112,162

The majority of the grant was allocated to Services during the year, with the exception of £0.581m which was applied to eligible expenditure at year end (£0.312m to Education & Corporate Parenting; £0.060m to Development, Business & Employment, in addition to £0.016m of 2013/14 grant carried forward; £0.030m to Family & Cohesion; £0.140 to Neighbourhood & Leisure and £0.040 Council wide) and therefore appears as additional income in these areas as it was not included in the budget. Overall, including the balance carried forward to 2015/16 in accordance with the grant conditions, the grant was fully spent in 2014/15.

5.0 RESERVES & BALANCES

5.1 The main General and Special Fund balances were £3.224m at 31st March 2014. As part of the budget process a further risk based evaluation of all balances will be undertaken to provide an updated view of balances available for the budget strategy. It is anticipated that this is likely to generate a slightly greater figure as being available to support future service and financial planning strategies.

5.2 The position on the main General and Special Fund Balances is:

	£m
Balances at 1st April 2014	**3.224**
Contribution to General Fund Balances - 14/15 underspend. However £0.858m of this is required to fund the service and financial planning strategy for 2015/16 approved by Full Council in March 2015.	1.145
Balances at 31st March 2015	**4.369**

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

In addition to the General and Special Fund Balances, the Council holds a number of contingencies available to support services in 2015/16. These include:-

- £2.500m specifically set aside to support Adult Social care services,
- £0.750m specifically for children's safeguarding and a
- £2.776m general contingency to provide further support to Adults and children's safeguarding or for other services if required.

5.3 The following specific transfers to reserves are proposed:-

	£m
• Pride in Your Community Fund – 2017/18 – the positive overall position provides the opportunity to fund the already approved scheme for 2017/18 from the 2014/15 underspend rather than from prudential borrowing.	1.000
• Parish Environmental Teams – this will extend the funding for these teams to include 2017/18 and 2018/19 after which the service will be considered as part of the retender for cleansing and grounds maintenance services.	0.800
• Unemployment Initiatives Fund - we have achieved significant reductions in youth unemployment through the first year of the Youth Unemployment Programme which is already funded to continue in the current financial year. A number of elements of the programme have been incredibly successful and are proposed to be expanded including the work of the Job Box Mentors where it is proposed to extend the focus to include ex armed forces personnel and support for over 50s. The proposed additional funding will enable these initiatives to continue beyond the end of 2015/16.	0.500
• Severance Fund –this fund supports the delivery of ongoing savings.	2.200
• Capacity Fund – to provide one off resources required for service development and the delivery of savings.	1.000
Total	**5.500**

Within the overall outturn position funds have also been set aside to create a corporate ICT reserve totalling £1.5m. This will support essential investment in ICT infrastructure and kit as part of the overall ICT and customer services strategy which is integral to the future delivery of many savings as well as enhancing our customers experience of doing business with us. A treasury provision of £0.140m has also been created (utilising less than 10% of the in-year treasury management surplus) to cover anticipated costs necessary to maximise the council's future treasury management position and some one-off costs associated with the change of the Council's bankers.

6.0 2014/15 CAPITAL PROGRAMME

6.1 The capital programme for 2014/15 was £141.6m; spend at year end was £115.1m giving a year end variation of £26.3m which is summarised in the table below:

Service Area	Budget	Spend	% Spend	Year End Variance
	£m	£m	£m	£m
Education & Corporate Parenting	64.81	58.02	90%	-6.79
Development, Business & Employment	37.16	22.61	61%	-14.55
Neighbourhood & Leisure Services	31.27	28.81	92%	-2.46
Adult Social Services	1.85	0.37	20%	-1.48
Customer Services	2.36	1.76	75%	-0.60
Cooperative Council Delivery Unit	4.04	3.69	91%	-0.35
Council Wide	0.12	0.00	0%	-0.12
Total	**141.61**	**115.26**	**81%**	**-26.35**

Note: the budget includes the new allocations detailed in Appendix 4

6.2 The main scheme delays/re-phasing to 2014/15 are shown below with detail included in Appendix 4.

	£m
Education & Corporate Parenting	
Building Schools for the Future: amendments to phasing; contracts have now been signed and the majority of works will complete at some point during 2015/16	-6.8
Development, Business & Employment	
Housing Investment Programme – delays relating to incorporating the company has led to rephasing.	-2.9
Superfast Broadband – spend re-profiled; fully committed over the next 2 years	-1.2
Brookside – rephasing; project expected to be complete early in 2015/16.	-1.0
Green Deal – National project deadline extended to September 2015 resulting in rephasing.	-2.4
Hollinswood Regeneration – contract awarded in March 2015; work scheduled to be completed	-1.3

during 2015/16. Schools – various schemes rephased to and fully committed in 2015/16.	-2.9
Neighbourhood & Leisure Services Highways Maintenance, Bridges & Integrated Transport – final work on Station Link/Box Road completed in April 2015.	-1.9
Adult Social Services Day Opportunities for Adults with Learning Disabilities – rephasing linked to Hollinswood Centre regeneration mentioned above. Social Care ICT Review – rephasing of programme	-0.9 -0.4

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

6.4 Appendix 5 includes details of Section 106 agreements agreed during 2014/15.

7.0 CORPORATE INCOME MONITORING

7.1 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.

7.2 In summary, the overall position shows collection levels is ahead of target for council tax and NNDR however behind the target set for sales ledger. Cash collection remains in a very good position.

INCOME COLLECTION – March 2015

	Actual	Target	Performance	Change in cash collected on last year
Collection Levels:				
Council Tax Collection	96.7%	96.6%	0.10% ahead of target	+ £2,125,742
NNDR Collection	97.5%	97.3%	0.2% ahead of target	N/A
Sales Ledger Outstanding Debt	8.46%	5.50%	2.96% behind target	+4,911,490

7.3 Council Tax (£68.6m)

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 98.5%.

Year end performance 2013/14	96.6%
Year End Target for 2014/15	96.6%

Performance is cumulative during the year and expressed against the complete year's debit.

Year End Target	Year End Actual	Last year Actual
96.6%	96.7%	96.6%

Council Tax collection has out turned at 96.7%, which compares to 96.6% for same point last year. This is a really pleasing result for year two of the Council Tax Support scheme as it becomes increasingly difficult to seek repayment from benefit customers who already have payment arrangements in place for year one of the scheme. Over the next few months national statistics will be released so we'll be able to benchmark our performance against others.

We have collected £2.1 million more this year compared to last year.

7.4 **NNDR-Business Rates (£71.9m)**

The % of business rates for 2014/15 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 2013/14	97.3%
Year End Target for 2014/15	97.3%

Year End Target	Year End Actual	Last year Actual
97.3%	97.5%	97.3%

For NDR, we have collected almost £2.5 million more in 2014/15 than the previous year. Collection has out turned at 97.5% compared to 97.3 at the same time last year. Collection for businesses rates can tend to

fluctuate according to the national economy, so collection should continue to rise next year if the national economy stays strong.

7.5 **Sales Ledger (£36.5m)**

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 2014/15 are as follows:

Age of debt	Annual Target %	March 2015	
		£m	%
Total	5.50	3.09	8.46%

Sales ledger performance is outside target. This is mainly due to a number of large invoices which are currently being actively pursued by the Revenues Service and Assistant Directors across the organisation. These invoices will continue to be actively pursued over the next few weeks.

8.0 2015/16 UPDATE

The first detailed monitoring report for 2015/16 will be considered at Cabinet in July. However, this section of the report will give 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.

8.1 **Revenue**

Adult Social Services/Childrens Safeguarding

It is expected that the Council will continue to experience financial pressure in relation to both Adults and Childrens' social care services and a £2.5m contingency was therefore created to help support adult social care services during the year with a separate fund of £0.75m being available to support childrens' safeguarding. Both service areas have developed cost improvement plans to deliver ongoing reductions in expenditure to address these pressures during 2015/16 and deliver a sustainable financial position.

Demand management, culture change , innovative delivery options and partnership working, especially via the Better Care Fund and associated initiatives, will be key to the success of these cost improvement plans. Close monitoring of the progress of these plans will be undertaken by both senior management and Members on a regular basis throughout the year

Care & Enablement In house Services

2015/16 is the first year that internal Care & Enablement Services are formally trading with an income target of £4.7m which is charged to Adult Social Services for care provided to Adults with Learning Disabilities and to a slowly emerging self funders market. Adult Social Services are undertaking a full review of care packages with the aim of reducing their costs which will result in lower income for Care & Enablement Services. This is therefore a risk and the service will have to respond and make adjustments which will include the need for consultation as part of those adjustments and will very likely result in a further restructure of the business. Figures will be firmed up for the next financial monitoring.

ICT

As the authority moves to more mobile working and is promoting channel shift, the number of Microsoft licences required has increased by around 500 which equates to an additional cost of around £0.147m .

Development, Business and Employment

Business growth through inward investment and business expansions are expected to continue in 2015/16 with 38 live enquiries. This will have a positive impact on job creation but also business rate growth and planning fees. It is anticipated that the Housing market will remain buoyant with a positive impact on planning fees and New Homes Bonus.

The position on all income budgets will be closely monitored during the year and remedial action taken where possible, with any significant variances reported through the Service & Financial Planning process during the year.

Leisure & Culture

The income targets for the leisure centres for 2015/16 are challenging. The ongoing BSF building works at Oakengates continues and is likely to impact on income generation at this facility. However, Leisure income is closely monitored, and management action taken where possible. The new Aspirations suite at Horsehay was successfully opened in May 2015. Any significant variances will be reported through the Service &Financial Planning process during the year.

8.2 **Capital**

The Council received notification on the 24th March 2015 that the bid for funding for the Telford Town Centre Connectivity Package has been successful. The scheme has a total estimated cost of £12.303m, of which £10.335m will be met from DfT Challenge Fund grant. The match funding of £1.968m will be funded from S106 and developer contributions and council prudential borrowing if required. The scheme will upgrade the pedestrian footbridge between Telford Central Station

and Telford Town Centre and upgrade Rampart Way and Hall Park Way to include dualling sections of the road to alleviate pressure on the Box Road.

As notification of this successful bid was received after the Council agreed the budget for 2015/16, approval is sought to amend the Capital Programme to include this project and funding as profiled below:

Telford Town Centre Connectivity Package				
	2015/16 £'000	2016/17 £'000	2017/18 £'000	Total £'000
Expenditure	157	2,303	9,843	12,303
Funding: DfT Grant		(2,067)	(8,268)	(10,335)
Funding: T&W	(157)	(236)	(1,575)	(1,968)

9.0 **PREVIOUS MINUTES**

27/2/14 – Council, Service & Financial Planning Strategy
26/6/14 - Cabinet, Service & Financial Planning Report – 2013/14 Outturn and 2014/15 Update
24/7/14 – Cabinet, 2014/15 Financial Monitoring Report
11/9/14 – Council, 2014/15 Financial Monitoring Report
16/10/14 – Cabinet, 2014/15 Financial Monitoring Report
27/11/14 – Council, 2014/15 Financial Monitoring Report
08/01/15 – Cabinet, 2014/15 Financial Monitoring Report
22/01/15 – Council, 2014/15 Financial Monitoring Report
26/02/15 – Cabinet, 2014/15 Financial Monitoring Report

10.0 **BACKGROUND PAPERS**

2014/15 Budget Strategy and Financial Ledger reports
2015/16 Budget Strategy

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

Summary of 2014/15 Outturn Variations

Service Area	Approved Budget	Outturn	Variance	Analysis of Variance						
				Asset Rentals	IAS19	Public Health	Service	One Off Savs	Ongoing Savs	Pressures
	£	£	£	£	£	£	£	£	£	£
Children's Safeguarding & Specialist Services	20,498,422	**21,697,262**	1,198,840	230	61,000	0	1,217,610	(30,000)	(50,000)	0
Education & Corporate Parenting	10,884,147	**11,403,743**	519,596	1,335,674	32,000	(311,986)	(406,092)	(130,000)	0	0
Family, Cohesion & Commissioning Services	9,713,047	**8,808,046**	(905,001)	(45,097)	70,000	(32,227)	11,323	(751,000)	(158,000)	0
Development, Business & Employment	2,369,583	**1,891,640**	(477,943)	(10,946)	58,000	(56,943)	(28,171)	(344,754)	(95,129)	0
Neighbourhood & Leisure Services	30,643,265	**30,173,408**	(469,857)	(9,282)	64,000	(137,600)	(201,975)	(170,000)	(15,000)	0
Adult Social Services	37,528,318	**38,196,188**	667,870	0	50,000	460	617,410	0	0	0
Public Health, Well Being & Public Protection	2,005,078	**1,601,157**	(403,921)	0	15,000	0	(218,921)	(200,000)	0	0
Customer Services	4,764,596	**4,113,644**	(650,952)	(1,323)	118,000	0	(511,704)	(160,000)	(350,925)	255,000
Law, Democracy & People Services	2,329,380	**253,026**	(2,076,354)	1,176	28,000	0	(188,880)	(1,513,000)	(403,650)	0
Finance, Audit & Information Governance	9,615,330	**7,249,830**	(2,365,500)	0	32,000	0	(934,401)	(1,150,000)	(313,100)	0
Cooperative Council Delivery Unit	1,327,580	**1,207,668**	(119,912)	0	24,000	(43,131)	(13,851)	0	(86,930)	0
Council Wide (including Asset Rentals)	(2,444,216)	**(4,006,398)**	(1,562,182)	(1,270,432)	(552,000)	0	(197,176)	0	457,426	0
Total	**129,234,530**	**122,589,214**	**(6,645,316)**	**0**	**0**	**(581,427)**	**(854,828)**	**(4,448,754)**	**(1,015,308)**	**255,000**

Proposed Transfers to Reserves			
Capacity/Invest to Save Fund		1,000,000	1,000,000
Severance Fund		2,200,000	2,200,000
Pride in Your Community Fund 17/18		1,000,000	1,000,000
Parish Environmental Teams (17/18 and 18/19)		800,000	800,000
Unemployment Initiatives		500,000	500,000
Total Variance after Transfers	**129,234,530**	**128,089,214**	**(1,145,316)**
Required as part of 2015/16 Budget Strategy			858,000
Residual Balance			**(287,316)**

2014/15 Revenue Budget Variations over £50,000

Description		Budget	Outturn	Variation	Analysis of Variation							Comments
					Asset Rent	IAS19	Public Health	Service	One Off Savs	Ongoing Savs	Pressures	
		£	£	£	£	£		£	£	£	£	
Childrens Safeguarding & Specialist Services												
Children in Care Placements		8,480,833	10,038,793	1,557,960				1,557,960				The 2013/14 reported outturn position was £2.089m overspent. The budget strategy included a budget reduction of £1.200m for CiC Placements. A cost reduction of £0.680m was achieved against a Cost Improvement target of £0.870m across External Fostering and Residential. The number of Children in Care at 31st March 2015 : 293 compared to 31st March 2014 : 309. The CiC Placements budget for 2015/16 includes savings of £0.300m. There is a target cost reduction for Children in Care Placements in the draft Cost Improvement Plan for 2015/16.
Care leavers Accommodation costs		599,630	765,623	165,993				165,993				The 2013/14 reported outturn position was £0.344m.overspent and a cost reduction of £0.178m was achieved against a target of £0.160m. The draft Cost Improvement Plan for 2015/16 has a target to continue progress in reducing costs for Care leaver placements..
Staffing (Safeguarding)		4,899,383	5,174,352	274,969		38,000		236,969				The Cost Improvement Plan included a target to reduce the number of Agency Social Workers to 2 by the end of 2014/15 . The number of Agency staff in Children in Care/Leaving Care service has reduced to zero as planned. The actual number of Agency staff at 31st March 2015 was 10. Three of these are staff added from January to cover critical capacity gap due to demand to support a short term recovery plan in the last 4 months of the financial year. The 2014/15 outturn included £0.819m cost of Agency staff compared to £0.465m in 2013/14. Vacancies held in year within the Safeguarding service have resulted in partly offsetting Agency costs.
Staffing (Specialist Services)		2,494,394	2,401,149	(93,245)		23,000		(116,245)				This underspend relates to a number of vacancies across Childrens Specialist services. It includes a loss of income of £0.083m for joint arrangement services with Shropshire Council where Telford and Wrekin Council are the host authority.
Internal Foster Carers costs		327,742	491,461	163,719				163,719				Overspend arises from Foster Carers transport of £0.096m and other related support budgets for Internal Foster carers which is partly related to switch from use of external foster carers.
Joint Adoption Service		328,725	408,019	79,294				79,294				The 2014/15 budget for the service hosted by Shropshire was reduced by £0.040m and it has not been possible to deliver these savings. Remaining overspend relates to new partnership working with Voluntary Adoption Agencies for out of area placements which is planned to deliver future cost reduction on Children in Care placements. Work will continue in 2015/16 to develop proposals to bring spend back within budget for all Adoption services.
Direct Payments		185,428	290,619	105,191				105,191				This budget is for direct payment personal care for Children with disabilities. A review of this budget is in progress as a result of Special Educational Needs reforms to be introduced in 2015/16.
Children not in Care / in Need costs			190,427	190,427				190,427				This overspend has arisen from both Adoption Fees costs of £0.087m and Section 17 payments of £0.103m. Adoption fees are one-off costs paid to third parties to help place children with families therefore avoiding high cost children in care placements. Section 17 costs are payments made to carers of children in need to support them at home and therefore avoid higher care related costs.
Corporate Contingency			(1,200,000)	(1,200,000)				(1,200,000)				Set aside as a specific draw-down budget for Childrens Safeguarding and Specialist Services.
Drawdown of Reserves			(78,000)	(78,000)				(78,000)				One off use of reserve held in Childrens Safeguarding and Specialist Services
Variations under £50k		3,182,287	3,214,818	32,531	230			112,301	(30,000)	(50,000)		
Total Children's Safeguarding		**20,498,422**	**21,697,262**	**1,198,840**	**230**	**61,000**	**0**	**1,217,610**	**(30,000)**	**(50,000)**	**0**	
Education & Corporate Parenting												
Miscellaneous Secondary School Expenditure		3,214,789	3,780,791	566,002	508,705	32,000		(32,000) 57,297				Increase in asset rentals as all maintained schools apart from those that are voluntary aided now included on the local authority's balance sheet. Service variation is a result of redundancy costs at secondary schools, arising from staffing changes in response to falling pupil numbers, resulting in higher costs than budgeted
Miscellaneous Primary School Expenditure		3,370,808	4,179,410	808,602	826,969			(18,367)				Increase in asset rentals as all maintained schools apart from those that are voluntary aided now included on the local authority's balance sheet
Education Service Grant (ESG)		(2,680,000)	(2,785,247)	(105,247)				(105,247)				ESG is primarily determined by the number of pupils in schools, particularly maintained schools, for which a much higher amount of ESG per pupil is paid to local authorities compared to academies. The budget for 2014-15 had anticipated a number of in-year academy conversions, which would have reduced local authority ESG, but none actually occurred. A number of conversions have been postponed until 2015-16 the impact of which has been reflected in the budget. It should be noted that due to the proposed change in government policy to accelerate academy conversion to Requires Improvement Schools in addition to those judged inadequate it is highly likely that there will be a further reduction in this funding next year and beyond.

2014/15 Revenue Budget Variations over £50,000

Description		Budget	Outturn	Variation	Analysis of Variation							Comments
					Asset Rent	IAS19	Public Health	Service	One Off Savs	Ongoing Savs	Pressures	
		£	£	£	£	£	£	£	£	£	£	
School Improvement		254,421	8,460	(245,961)				(245,961)				The underspend arose from a combination of lower costs due to in-year vacancies combined with additional trading income following a restructure which created more traded posts. The budget for this area is shown as the sum of three cost centres, School Improvement Advisors, Traded Advisory Service and Secondary Advisory Service.
Misc management		23,218	(115,546)	(138,764)				(8,764)	(130,000)			Rationalisation of Education Funding
Early Years & Childcare		399,063	340,651	(58,412)				(58,412)				Variation mainly a result of lower than budgeted expenditure on non staffing costs.
Public Health Grant			(311,986)	(311,986)			(311,986)					Additional Public Health grant received to support the early years team to promote school readiness.
Transport		2,715,108	2,649,506	(65,602)				(65,602)				Lower fleet and non fleet charges compared to budget led to an underspend not expected to be repeated in 2015-16, in the context of increased transport costs for the new Holy Trinity Academy school and a reduction in Extended Rights to Free Travel grant support from the Government.
Variations under £50,000		3,586,740	3,657,703	70,963				70,963				
Total Education & Corporate Parenting		**10,884,147**	**11,403,743**	**519,596**	**1,335,674**	**32,000**	**(311,986)**	**(406,092)**	**(130,000)**	**0**	**0**	
Family, Cohesion & Commissioning Services												
Transport		421,444	396,787	(24,657)	1,970	10,000		(36,627)	0	0	0	The saving identified here relates to staffing savings accruing this year following restructure. The current financial forecasts for Adult's and Children's Services and Public Transport are reported separately
Cohesion		2,472,907	2,153,028	(319,879)	0	18,000	(32,227)	(205,652)	(100,000)	0	0	The Cohesions service has continued to monitor spending carefully up to the year end and has maintained an improved performance against budget in Housing services particularly improving the income generated against target. There is a significant proportion of the underspend resulting from temporary vacancies arising from the lead time to recruit to the new structure introduced in year. Additional Public Health funding has been allocated in year.
Youth Offending Service		380,900	215,348	(165,552)	318	5,000		(34,870)	(136,000)	0	0	The Council contributes to the Regional Youth Offending Service, and the 2013/14 outturn for that service reported a surplus of income over expenditure The surplus is being returned to the funding partners in accordance with the level of contribution made in year. Therefore, a one off sum of £107k was returned to the Council this year and this was unbudgeted. The 2014/15 contribution from funding authorities is also reduced resulting in further cost reductions to this service in year of £41k.
Early Intervention & Family Connect		3,549,490	3,249,577	(299,913)	(47,385)	24,000		(528)	(176,000)	(100,000)	0	Maintaining spending at 2013/14 levels in Children and Family Locality Centres and restructure savings in Early Intervention have resulted in an underspend which is partly offset by staffing pressures in Family Connect.
Contracting & Commissioning		2,737,307	2,852,463	115,156	0	12,000		303,156	(147,000)	(53,000)	0	There is a significant underspend which has resulted from the Contracting and Commissioning restructure including a saving for CAMHS. Much of this saving was reported as one off as it resulted from the lead in time required to populate the new structure. In addition there are some savings from a change in existing SLAs.These savings are offset by pressures resulting from the movement of Supporting People from Adult Social Services which has overspent by £384k. This pressure is identified and being managed in the Adult Social Services Cost Improvement Plan.
		0	(192,000)	(192,000)	0	0		0	(192,000)	0	0	Rationalisation of funding streams available to the service
Variations under £50,000		150,999	132,843	(18,156)	0	1,000		(14,156)	0	(5,000)		
Total Family, Cohesion & Commissioning Services		**9,713,047**	**8,808,046**	**(905,001)**	**(45,097)**	**70,000**	**(32,227)**	**11,323**	**(751,000)**	**(158,000)**	**0**	

2014/15 Revenue Budget Variations over £50,000

Description	Budget	Outturn	Variation	Analysis of Variation							Comments
				Asset Rent	IAS19	Public Health	Service	One Off Savs	Ongoing Savs	Pressures	
	£	£	£	£	£	£	£	£	£	£	
Adult Social Services											
Purchasing of Care - all client groups	39,714,056	45,286,952	5,572,896				5,572,896				This final reported position for the delivery of Care to vulnerable adults reveals the continuing pressure on the Adult Social Services budget. The pressure reported includes an adjustment for the costs of care incurred which are being met by a deferred payment agreement. To account properly for these in the final accounts, the gross costs of these agreements is included in purchasing with an equal and opposite adjustment increasing income. The adjustment being £807k. With this adjustment taken out pressure on the budget has actually reduced from that last reported by around £0.48m. This is mainly because there are reduced costs of care arising from the costs of respite care around £190k, homecare and residential care reductions around £200k. The financial performance against budget will remain an area of close scrutiny and management as 2015/16 progresses. The continuing improvements being worked on to deliver reduced costs from improved efficiency, procurement of services and transforming services will continue apace, whilst demands from the emerging requirements of the Care Act begin to take effect.
Transport	651,746	830,793	179,047				179,047				The 14/15 ASS transport budget was reduced by £229k as a result of the recommendations made in the Transport Review.The pressure on this budget has been reduced over the year to date. A Transport Review Project Group has been set up to look at ways to reduce Adult Social Services expenditure on Transport and identify a more robust transport policy in a bid to address any overspend arising in 2015/16.
Employees	6,074,099	5,820,293	(253,806)		50,000		(303,806)				This underspend has resulted from vacancies and extended lead times in recruitment to posts etc. This underspend includes a part year impact of the phase 1 restructure
Capital Financing	75,214	75,214	0								
Public Health	(53,267)	(53,267)	0								
Income	(17,634,684)	(19,377,549)	(1,742,865)				(1,742,865)				This variation reflects the revised treatment of deferred payment agreement in the accounts as well as realised additional income received in year. The income from deferred payments offsetting costs of purchasing above are £807k. The actual additional income(over budget) in year results from; Income from Government to support work on handling Winter pressures and reducing the delay to people leaving hospital £526k, Government grant funding received to support implementation of the Care Act 2014 £101k, £250k income received over the target estimate for the year.
Variations under £50,000	8,701,154	8,753,752	52,598			460	52,138				
Transfer from ASS Reserve		(900,000)	(900,000)				(900,000)				Use of One Off reserves held within Adult Social Services
Transfer from Corporate Reserve		(2,240,000)	(2,240,000)				(2,240,000)				Set aside as a specific draw-down budget for Adult Social Services
Total Adult Social Services	**37,528,318**	**38,196,188**	**667,870**	**0**	**50,000**	**460**	**617,410**	**0**	**0**	**0**	
Public Health. Wellbeing & Public Protection											
Public Health											
Staffing and operational budgets	1,093,953	883,526	(210,427)		1,000		(102,019)	(109,408)			A one-off underspend of £0.092m has arisen both from vacancies in year and staff not at top of scale. These posts have now been filled and the delivery of the one-off savings from 2015/16 onwards will be met through the Substance Misuse service (see below). Additional one-off underspends have arisen from operational budgets.
Smoking Cessation Contract	603,600	372,189	(231,411)				(231,411)				The underspend relates to both the reduced numbers of people quitting smoking and the popularity of E-cigarettes. Any introduction of regulation of E-cigarettes could result in a subsequent increase of costs in 2015/16.
Substance Misuse	2,745,942	2,494,098	(251,844)				(251,844)				The 2015/16 planned saving of £0.200m from the Substance Misuse service have been realised during 2014/15 with DARS and inpatient detox in particular contributing to this underspend.
NHS Health Checks	202,500	116,738	(85,762)				(85,762)				The underspend relates to a lower numbers of Health checks carried out by the third party contracted to deliver this service. Work will continue with the provider in 2015/16 to increase numbers taking up Health Checks across the borough.
Variations under £50,000	2,989,816	2,891,795	(98,021)				(23,429)	(74,592)			The delivery of these one-off savings from 2015/16 onwards will be met through the Substance Misuse service (see above).
Grant	(7,435,811)	(6,854,384)	581,427				581,427				Additional Public Health Grant allocated to Services re. Public Health outcomes
Carry Forward		97,038	97,038				97,038				Agreed carry forward
			0								
Public Protection & Civil Resilience			0								
Staffing - Public Protection	1,419,680	1,272,929	(146,751)		14,000		(144,751)	(16,000)			The delivery of 2015/16 savings of £0.051m has been realised early in 2014/15. Underspend has arisen from vacancies held in year across Environmental Health and Business Support.
Coroners Court	293,950	262,360	(31,590)				(31,590)				This one-off underspend reflects the costs relating to inquests completed in 2014/15. The service is run by Shropshire Council on behalf of Telford & Wrekin Council.
Variations under £50,000	91,448	64,868	(26,580)				(26,580)				
Total Public Health, Wellbeing & Public Protection	**2,005,078**	**1,601,157**	**(403,921)**	**0**	**15,000**	**0**	**(218,921)**	**(200,000)**	**0**	**0**	

2014/15 Revenue Budget Variations over £50,000

Description		Budget	Outturn	Variation	Analysis of Variation							Comments
					Asset Rent	IAS19	Public Health	Service	One Off Savs	Ongoing Savs	Pressures	
		£	£	£	£	£	£	£	£	£	£	
Neighbourhood & Leisure Services												
Highways & Neighbourhood Management												
Footpath Lighting Wrekin - Special Fund	Premises Related	601,320	514,022	(87,298)				(87,298)				Street lighting energy savings (£25k) and reduced R&M costs (£62k).
Street lighting - General fund	Premises Related	1,046,330	983,973	(62,357)				(62,357)				Street lighting energy savings (£61k) .
Highways Insurance Excess	Supplies & Services	84,870	30,738	(54,132)				(54,132)				Reduction in year of insurance Claim payments, robust inspection regime enables ability to defend claims.
Recharges - Accidental Damage	Income	(23,200)	(88,086)	(64,886)				(64,886)				More robust process in collecting driver data from traffic Highway damage incidents resulting in improved ability to recharge insurance companies.
Highways & Engineering	Employees	971,750	1,180,330	208,580		9,000		199,580				£114k relates to VR costs, offset by contributions on income below. £78k in year pressures arising from re-structure offset by contributions from Capital grants.
	Income	(1,869,000)	(2,175,671)	(306,671)				(306,671)				(£114k) contribution to VR costs above. Additional income from maximised use of Capital grants.
				0								
Environmental Maintenance	Supplies & Services	162,364	56,394	(105,970)				(970)	(105,000)			(£154k) One off restructure savings held against this budget to provide funding for Contract Management system, now shown as a released saving to overall underspends to fund Bid submitted and agreed at S&FP.
Sports/Grounds	Third Party Payments	46,570	(11,207)	(57,777)				(57,777)				(21k) One off saving from refund relating to previous financial year for bedding plants.
Drain Clearing	Premises Related	81,860	31,211	(50,649)				(50,649)				Underspend used to fund Primary routes Gully emptying below.
	Third Party Payments	0	141,922	141,922				141,922				Additional costs of Gully emptying on Primary routes, offsets partially with underspends above.
Drainage	Premises Related	90,350	38,300	(52,050)				(52,050)				Underspend used to fund additional works on 'Hotspots' below.
	Supplies & Services	0	54,761	54,761				54,761				Additional work completed on 'Hotspots' to alleviate issues ongoing, funded from underspends on Barriers and underspend above.
	Third Party Payments	0	95,811	95,811				95,811				Additional work completed on 'Hotspots' to alleviate issues ongoing, funded from underspends on Barriers.
Flood Barriers	Supplies & Services	97,000	8,651	(88,349)				(88,349)				No requirement to deploy flood barriers, underspends utilised to fund Drainage and clearing above.
Winter Maintenance	Supplies & Services	0	131,988	131,988				131,988				Relates to the purchase of Salt stocks, budget held on Third Party Payments, budgets below, realigned in 15/16.
	Third Party Payments	581,010	495,640	(85,370)				(85,370)				The net overspend (including Supplies & Services above) relates to 13/14 invoices received in year as a result of the Footway Bridges policy review completed prior to 14/15.
	Variations under £50,000	10,139,511	10,146,763	7,252	193	4,000		3,059				
Transport & Highway Development												
Concessionary Travel	Transport Related	58,770	2,167	(56,603)				(56,603)				Expenditure incurred within Supplies & Services below. Budgets realigned in 15/16.
	Supplies & Services	1,758,824	1,632,833	(125,991)				(125,991)				Savings as a result of reducing passenger numbers. Review of Budgets identified cumulative Inflation for Public Transport included here, realigned in 15/16.
Public Transport	Transport Related	307,181	391,379	84,198				84,198				Further realignment of budgets required in 15/16 from Concessionary Travel..
	Supplies & Services	12,225	97,000	84,775				84,775				Savings of £50k achieved comparing actual spend to 13/14. Further realignment of budgets required in 15/16.
	Transport Related	0	97,000	97,000				97,000				£97k transferred to Transport reserve account to support one off pressure in 15/16 for Subsidised Routes, as agreed at Strategic & Financial Planning.
Highways & Transport Strategic Policy	Employees	819,240	584,574	(234,666)		5,000		(224,666)		(15,000)		(£85k) savings arising from vacancy management prior to restructure. Additional savings arising from the movement of LSTF funded posts offsets against reduced income below of £54k. (£85k) savings identified within income target set below but delivered on salary savings due to vacancy management. Ongoing savings given up in 15/16 of £25k.
	Income	(1,388,600)	(1,219,801)	168,799				168,799				£85k income target offsets against savings above. £54k reduced LSTF funding offset with salary savings above.
Off Street Car parking	Premises Related	230,960	153,467	(77,493)				(77,493)				One off saving as a result of maximising capital funding for Ironbridge Park & Ride.
Highways Development	Employees	341,990	269,678	(72,312)		2,000		(74,312)				One off savings as a result of vacancy management.
Structures & Geotechnics	Employees	376,189	307,867	(68,322)		3,000		(71,322)				One off savings due to difficulties recruiting into 3 vacant Engineer posts.
	Variations under £50,000	803,857	882,418	78,561	3,535		(9,601)	84,627				
Waste and Neighbourhood Services												
Operational Waste Team	Employees	310,928	361,355	50,427		2,000		63,427	(15,000)			A number of VR's in year, offset with income contribution below. One off savings from service redesign, with ongoing savings to be delivered in 15/16.
	Income	(597,860)	(667,547)	(69,687)				(69,687)				Contributions to VR's in year, offsets with expenditure above.

2014/15 Revenue Budget Variations over £50,000

Description		Budget	Outturn	Variation	Analysis of Variation							Comments
					Asset Rent	IAS19	Public Health	Service	One Off Savs	Ongoing Savs	Pressures	
		£	£	£	£	£	£	£	£	£	£	
	Variations under £50,000	10,677,741	10,699,081	21,340		5,000		66,340	(50,000)			Pressures around Demography and inert Waste, growth £46k given in 15/16. One off saving from Green waste disposal in relation to backdated refund for gate fees.
Leisure Facilities & Services												
Horsehay Golf Course	Income	(239,410)	(169,317)	70,093		1,000		69,093				There has been a national downturn in Golf participation which has impacted on this income shortfall in addition to competition from other courses competing for the 'pay & play' market.
Oakengates Leisure	Income	(1,035,060)	(925,924)	109,136		3,000		106,136				Impact on income as a result of the construction of new school and subsequent closure of Leisure facilities during key building works and to allow for refurbishment of the Leisure Centre.
Wellington Swimming Pool	Income	(221,910)	(307,947)	(86,037)		3,000	(68,355)	(20,682)				Additional Public Health funding for Aspirations Physical Activity consultants, plus additional income arising from Public swimming.
Leisure Management Account	Income	(753,770)	(834,384)	(80,614)		2,000	(54,903)	(27,711)				Additional Public Health funding for Leisure Concessions scheme.
Arthog	Supplies & Services	227,120	316,877	89,757				89,757				Increased cost associated with increased visitor numbers. Expenditure more than offset by additional income generated.
	Income	(894,760)	(1,032,936)	(138,176)				(138,176)				Increased number of school visits and increased occupancy from non-school groups outside of school term time. As a result of the positive impact on income, £45k has been transferred to Arthog Reserve Account to support future development.
Leisure Facilities & Services	Variations under £50,000	6,429,352	6,548,232	118,880	(13,010)	14,000	527	117,363				Remaining variances relate to a number of sites including Stirchley, Phoenix and Landscape.
Arts & Culture												
Oakengates Theatre	Income	(331,460)	(431,951)	(100,491)				(100,491)				Successful impact of Pantomime and other Theatre productions in year.
	Supplies & Services	108,840	139,429	30,589				30,589				Increased costs associated with the overachievement of income above.
	Variations under £50,000	881,630	917,235	35,605		8,000	(5,268)	32,873				
Neighbourhood & Leisure Services	Variations under £50,000	750,513	727,083	(23,430)		3,000		(26,430)				
Total Neighbourhood & Leisure Services		**30,643,265**	**30,173,408**	**(469,857)**	**(9,282)**	**64,000**	**(137,600)**	**(201,975)**	**(170,000)**	**(15,000)**	**0**	
Development, Business & Employment												
Skills Delivery, Lifelong Learning, Careers & Youth Employment												
Connexions for Youth	Income	(228,218)	(286,215)	(57,997)			(20,322)	(37,675)				Release of 13/14 accrual no longer required in relation to Cognisoft software system. This system has now been installed to facilitate better analysis of unemployment data in accordance with the pledges within the Youth Unemployment Programme.
	Transport Related Expenditure	72,030	36,029	(36,001)				3,999		(40,000)		
Post 16 Transport	Transport Related Expenditure	226,534	163,914	(62,620)				11,301	(73,921)			Post 16 Transport savings delivered.
	Income	(72,500)	(12,500)	60,000				60,000				Contributions towards Post 16 transport not received from TCAT & New College which will create an ongoing pressure. Level of service undergoing review and subject to audit in 2015/16.
Turnaround Programme new 2014	Third Party Payments	-	118,900	118,900				118,900				New scheme commenced in 2014 and grants confirmed late in year, income below
	Income	(140,620)	(229,350)	(88,730)				(88,730)				Funding from ESF administered by Worcester County Council for Turnaround. New scheme commenced in 2014 and grants confirmed later in year, offsets with expenditure above.
Tacking Youth Unemployment	Employees	449,370	376,168	(73,202)		2,000		(75,202)				Delay in recruiting to a number of temporary posts part way through the year, offsets with transfer of underspends to reserve account below.
	Income	164,490	224,783	60,293				60,293				Transfer of underspends due to timing of staff appointments to temporary posts.
	Variations under £50,000	1,391,506	1,344,580	(46,926)		12,000	13,379	(72,305)				
Development Management												
Planning Applications	Supplies & Services	5,830	67,634	61,804		2,000		59,804				LPA costs relating to planning appeals.

2014/15 Revenue Budget Variations over £50,000

Description		Budget	Outturn	Variation	Analysis of Variation							Comments
					Asset Rent	IAS19	Public Health	Service	One Off Savs	Ongoing Savs	Pressures	
		£	£	£	£	£		£	£	£	£	
	Income	(1,156,510)	(1,434,138)	(277,628)				(217,628)	(60,000)			One off benefit from increased planning fees as a result of a buoyant housing market, inward investment and business expansions.
Planning Business Management Account	Employees	1,339,980	1,268,355	(71,625)		10,000		(81,625)				Vacancy Management, one off.
	Variations under £50,000	726,730	718,931	(7,799)				(7,799)				
Business & Development Planning												
Environment & Planning Policy	Employees	532,050	413,312	(118,738)		4,000		(122,738)				In year vacancy savings with all posts now filled, 15/16 budgets realigned.
	Supplies & Services	74,310	141,316	67,006				67,006				Shaping Places site consultation document produced.
Business Support	Supplies & Services	45,500	133,160	87,660				87,660				£58k Business Support grant applied to businesses affected by flooding, offset by
	Income	-	(95,448)	(95,448)				(95,448)				(£58k) Business Support grant applied, expenditure incurred above.
Management Account	Employees	496,760	356,997	(139,763)		3,000		803	(133,566)	(10,000)		Service redesign implemented resulting in ongoing savings.
	Income	(1,750)	(26,859)	(25,109)				(109)	(25,000)			Applied Green Deal funding.
	Variations under £50,000	2,393,946	2,204,311	(189,635)	13,010	7,000	(50,000)	(109,645)	(50,000)			Applied Green Deal funding.
Property & Design												
Engineering, Architect & Building	Employees	1,520,000	1,404,309	(115,691)		10,000		(125,691)				Vacancy Management - one off savings.
	Supplies & Services	197,190	82,952	(114,238)				(114,238)				Reduced spend on consultancy services - workload increasingly managed in
	Income	(2,488,410)	(2,563,421)	(75,011)				(75,011)				Additional grant funded schemes including Lodge Road.
Operational Properties & Admin Buildings	Premises related	6,035,590	6,209,336	173,746	(41,814)			215,560				Pressures from additional R&M, Utility & NNDR costs in year. Heating failures at Wellington Civic during the winter months, now resolved. £44k Ongoing pressure at Abraham Darby due to the hire of generator to support ICT servers incase of power failure. Bus station cleaning had not been charged by TWS for a number of years and invoice for £30k was paid.
	Variations under £50,000	(5,209,266)	(5,262,211)	(52,945)		1,000		(53,945)				
Regeneration & Investment												
PIP & Service Charges	PIP & Service Charge net variance	(4,219,950)	(3,930,853)	289,097	17,858			271,239				Ongoing rationalisation of PIP resulting in an in year pressure on income and
Southwater Car Park	Southwater Car park net variance	(308,000)	(3,961)	304,039				304,039				Delays to the opening date and road work disruption have impacted on the usage of the car park. Business is rapidly growing as a result of the Southwater development with a range of restaurants and facilities now open. Projection improves in 15/16.
Regeneration & Investment Management Account	Employees	658,590	485,759	(172,831)		5,000		(146,925)	(2,267)	(28,639)		Additional one off savings from Vacancy Management. Ongoing savings from VR.
	Income	(346,860)	(248,572)	98,288				98,288				Unachievable historic income target relating to asset disposals, realigned in 15/16.
	Variations under £50,000	211,331	224,485	13,154				29,644		(16,490)		
Development, Business & Employment	Variations under £50,000	(70)	9,937	10,007		2,000		8,007				
Total Development, Business & Employment		**2,369,583**	**1,891,640**	**(477,943)**	**(10,946)**	**58,000**	**(56,943)**	**(28,171)**	**(344,754)**	**(95,129)**	**0**	
Customer Services												
Care & Enablement	Various	(320)	170,057	170,377		32,000		(251,017)	(50,000)	184,395	255,000	Reprofiling of the Care & Enablement Savings Between 2014/15 and 2015/16 with £184k of the overall saving being met from additional Business Rates income. This includes the £260 drawdown of one off funds.
ICT	Various	276	129,776	129,500	(1,323)	27,000		(134,177)		238,000		Additional savings realised from the restructure of ICT, a number of posts have not yet been appointed to. This position includes the reallocation of ICT savings proposals totalling £238k which will be met form alternative savings achieved through increased Council Tax and Business Rates income.
Revenues & Benefits	Income	(390,570)	(501,345)	(110,775)				(10,775)		(100,000)		Additional income generated from Court Fees as a result of increased taxpayers being taken to Court.
Revenues & Benefits	Supplies & Services		(30,000)	(30,000)					(30,000)			Under spend arising from the cost of Bailiffs projected in line with 2013/14. This contract will be reprocured in the next 12 months.
Cleaning	Various	445,756	333,768	(111,988)		10,000		(101,988)		(20,000)		Mainly additional income being achieved from Facilities Management & Cleaning. Also underspends arising from staff not being appointed to top of scale.
Cleaning	Carbon Reduction Commitment		(41,923)	(41,923)				1,077	(43,000)			One off benefit from the final year of the Carbon Reduction Commitment scheme in 2013/14.
Cleaning	PFI Insurance	(60,000)	(97,000)	(37,000)					(37,000)			One off benefit from reduced insurance costs linked to the PFI contract.

2014/15 Revenue Budget Variations over £50,000

Description		Budget	Outturn	Variation	Analysis of Variation							Comments
					Asset Rent	IAS19	Public Health	Service	One Off Savs	Ongoing Savs	Pressures	
		£	£	£	£	£		£	£	£	£	
Cemeteries	Income	(167,600)	(235,309)	(67,709)				(67,709)				Additional income generated from burials.
One off Funding			(600,000)	(600,000)						(600,000)		Increased Council Tax and Business Rates income has been achieved however due to accounting regulations this is not available to the Council in 2014/15 and will be met from one off funds until 2015/16
Variations under £50,000		4,937,054	4,985,620	48,566		49,000		52,885		(53,320)		
Total Customer Services		**4,764,596**	**4,113,644**	**(650,952)**	**(1,323)**	**118,000**	**0**	**(511,704)**	**(160,000)**	**(350,925)**	**255,000**	
Finance, Audit & Information Governance												
Treasury Management		9,615,330	7,466,197	(2,149,133)				(757,133)	(1,150,000)	(242,000)		Active treasury management including the benefit from extending the change in the calculation of Minimum Revenue Provision applied to prudential borrowing in 2013/14 to include supported debt (government allocations). It is also net of the impact of deferred capital receipts.
Variations under £50,000			(216,367)	(216,367)		32,000		(177,268)		(71,100)		
Total Finance, Audit & Information Governance		**9,615,330**	**7,249,830**	**(2,365,500)**	**0**	**32,000**	**0**	**(934,401)**	**(1,150,000)**	**(313,100)**	**0**	
Law, Democracy & People Services												
Single Status	Employees	1,950,000	0	(1,950,000)					(1,500,000)	(450,000)		
Variations under £50,000		379,380	253,026	(126,354)	1,176	28,000		(188,880)	(13,000)	46,350		
Total Law, Democracy & People Services		**2,329,380**	**253,026**	**(2,076,354)**	**1,176**	**28,000**	**0**	**(188,880)**	**(1,513,000)**	**(403,650)**	**0**	
Cooperative Delivery Unit												
Delivery & Planning	Employees	742,520	647,715	(94,805)		6,000		(100,805)				Under spend arising from vacant posts in year and posts not at top of grade.
Variations under £50,000		585,060	559,953	(25,107)		18,000	(43,131)	86,954		(86,930)		Includes net income generated from the Solar Farm of £48.9k
Total Cooperative Delivery Unit		**1,327,580**	**1,207,668**	**(119,912)**	**0**	**24,000**	**(43,131)**	**(13,851)**	**0**	**(86,930)**	**0**	
Council Wide												
Housing Benefit Subsidy	Various	(143,029)	(353,806)	(210,777)				(210,777)				A reduction in level of overpayments made during the last part of the year has resulted in £124k less Housing Subsidy being lost. Subsidy is only paid for 40% of the eligible overpayments incurred. The provision for debt in relation to overpayments has increased by £564k and the provision for bad debt has increased by £381k. The net impact of these 2 provisions is a benefit of £182k in the accounts.
One off Funds			600,000	600,000						600,000		Anticipated one off funds from closure of Transforming Telford now expected in 2015/16.
Purchasing Consortium Income	Income	(202,500)	(374,390)	(171,890)				(40,238)		(131,652)		Dividend received from WME over and above budget
PFI - HLC Contribution	Supplies & Services	653,390	721,493	68,103				68,103				
Variations under £50,000		4,400,510	4,428,716	28,206				28,206				
Asset Management Account and Other Council Wide Items		(7,152,587)	(9,028,411)	(1,875,824)	(1,270,432)	(552,000)		(42,470)		(10,922)		
Total Council Wide		**(2,444,216)**	**(4,006,398)**	**(1,562,182)**	**(1,270,432)**	**(552,000)**	**0**	**(197,176)**	**0**	**457,426**	**0**	
		0		0								
Total Variations		**129,234,530**	**122,589,214**	**(6,645,316)**	**0**	**0**	**(581,427)**	**(854,828)**	**(4,448,754)**	**(1,015,308)**	**255,000**	
		0	0									

Appendix 3

2014/15 Revenue Virements for Approval

Virements To:	£	Virements From:	£
Children's Safeguarding & Specialist Services			
Children in Care Placements	1,557,960	Corporate Contingency drawdown	1,200,000
Care Leavers Accommodation Costs	165,993	Staffing (Specialist Services)	116,245
Staffing (Safeguarding)	236,969		
Internal Foster Carer Costs	163,719		
Joint Adoption Service	79,294		
Direct Payments	105,191		
Children not in Care / in need of costs	190,427		
	2,499,553		1,316,245
Education & Corporate Parenting			
Miscellaneous Secondary School Expenditure	57,297	Education Services Grant	105,247
Miscellaneous Secondary School Expenditure - asset rentals	508,705	School Improvement	245,961
Miscellaneous Primary School Expenditure - asset rentals	826,969	Miscellaneous Management	197,176
		Transport	65,602
	1,392,971		613,986
Family, Cohesion Services & Commissioning Services			
Contracting & Commissioning	303,156	Cohesion Services	200,000
		Asset Rentals	47,385
	303,156		247,385
Adult Social Services			
Purchasing of Care - all client groups	5,572,896	Employees	303,806
Transport	179,047	Income	1,742,865
	5,751,943		2,046,671

Virements To:	£	Virements From:	£
Neighbourhood & Leisure Services			
Highways & Engineering - employees	199,580	Street Lighting - premises related	62,357
Drain Clearing - third party payments	141,922	Highways - insurance excesses	54,132
Drainage - supplies and services	54,761	Recharges - accidental damage	64,886
Drainage - third party payments	95,811	Highways & Engineering - income	306,671
Winter Maintenance - supplies and services	131,988	Environmental Maintenance - supplies and services	105,970
Public Transport - Transport Related	181,198	Sports/Grounds - third party payments	57,777
Public Transport - supplies and services	84,775	Concessionary travel - supplies and services	125,991
Highways & Transport Strategic Policy - income	168,799	Highways & Transport Strategic Policy - employees	224,666
Operational Waste Team - employees	63,427	Operational Waste Team - income	69,687
Horsehay Golf Course Income	69,093	Highways Development - employees	74,312
Oakengates Leisure Centre Income	106,136	Structures & Geotechnics - employees	71,322
Arthog - supplies and services	89,757	Off Street Car Parking - premises related	77,493
		Arthog - income	91,983
	1,387,247		1,387,247
Development, Business & Employment			
Post 16 Transport - income	60,000	Post 16 Transport - expenditure	62,620
Turnaround Programme - third party payments	118,900	Turnaround Programme - income	88,730
Tackling Youth unemployment - income	60,293	Tackling Youth unemployment - employees	75,202
Planning Applications - supplies and services	59,804	Planning Applications - income	277,628
Environment & Planning Policy - supplies and services	67,006	Environment & Planning Policy - employees	122,738
Business Support - supplies and services	87,660	Business Support - income	95,448
Operational Properties & Admin Buildings	215,560	Bus. Support Management Account - employees	142,763
PIP & Service Charge net variance	271,239	Bus. Support Management Account - income	25,109
Southwater car park net variance	304,039	Bus. Support Management Account - variations under £50,000	88,378

Virements To:	£	Virements From:	£
Regeneration & Investment Management Account - income	98,288	Engineering, Architect & Building - employees	125,691
		Engineering, Architect & Building - supplies and services	114,238
		Engineering, Architect & Building - income	75,011
		Regeneration & Investment Management Account employees	162,720
		Planning Business Management Account - employees	81,625
		Asset Rentals	17,857
	1,342,789		1,555,758
Finance, Audit & Information Governance			
		Treasury Management	2,149,133
		Variations under £50,000	248,368
	0		2,397,501
Public Health, Wellbeing & Public Protection			
Public Health Grant - additional grant allocated to services	581,427		
Public Health - carry forward	97,038		
	678,465		-
Customer Services			
Care & Enablement - various	439,395	Care & Enablement	301,017
ICT - various	238,000	ICT	134,177
		Revenues & Benefits Income	110,775
		Cleaning - various	121,988
		Revenues & Benefits - supplies and services	9,438
	677,395		677,395
Law, Democracy & People Services			
		Single Status - employees	1,950,000
		Variations under £50,000	155,530
	0		2,105,530

Virements To:	£	Virements From:	£
Cooperative Council Delivery Unit			
		Delivery & Planning - employees	100,805
	0		100,805
Council Wide			
PFI - HLC Contribution	68,103	Housing Benefit Subsidy	210,777
		Purchasing Consortium income	171,890
		Asset Management Account	1,270,432
	68,103		1,653,099
Total	**14,101,622**		**14,101,622**

Appendix 4

Capital - Slippage, Supplementary Estimates & Virements

Slippage - Scheme	Service Area	Slippage - £	Funding Analysis					
			Prudential	Capital Receipts	External	Govt. Grant	Borrowing	Revenue
Building Schools for the Future	Education & Corporate Parenting	-6,791,767.38	1,195,196.25	-5,030,466.82	36,000.00	-2,992,496.81		
All Other School Schemes	Development Business & Employment	-2,919,333.96	-1,877,759.69	-151,378.15	-354,587.36	-467,821.19	-67,787.57	0.00
Asset Management Plan - General Works & Surveys	Development Business & Employment	-75,639.60	104,360.40	-180,000.00				
Box Road	Neighbourhood & Leisure Services	-709,865.18	-709,865.18					
Housing & NGP Capital	Development Business & Employment	-216,154.89	-216,154.89					
Bond Scheme	Development Business & Employment	-7,454.69	-7,454.69					
Community Fund Grants	Neighbourhood & Leisure Services	154,655.08	154,655.08					
PRIDE - Improvement Fund	Neighbourhood & Leisure Services	-60,341.11	-60,341.11					
PRIDE - Investment in Highways	Neighbourhood & Leisure Services	-325,931.10	-325,931.10					
Travellers Operational Sites	Development Business & Employment	-164,474.29	-164,474.29					
Local Transport Body	Development Business & Employment	-37,012.05				-37,012.05		
LTP - Bridges & structures	Development Business & Employment	56,841.40				56,841.40		
LTP - Highways	Development Business & Employment	-278,811.96				-278,811.96		
		0.00						
Highways Capital - Prudential	Neighbourhood & Leisure Services	-77,976.88	-77,976.88					
Highways Improvement-Business Growth	Neighbourhood & Leisure Services	-119,688.92	-119,688.92					
Highways Improvement-Unadopted Roads	Neighbourhood & Leisure Services	-297,510.48	-297,510.48					
Brookside	Development Business & Employment	-1,041,260.93	-1,041,260.93					
Capital Receipts Site Preparation	Development Business & Employment	-153,683.85		-153,683.85				
Commercial & Business Fund	Co operative Delivery & Commercial Unit	-140,000.00		-140,000.00				
Dawley	Development Business & Employment	-86,059.08		-86,059.08				
Dawley Tennis Courts	Neighbourhood & Leisure Services	-1,006.00			-1,006.00			
Day Opportunities for Adults with Learning Disabilities	Adult Social Services	-891,320.10		-550,000.00		-341,320.10		
Every Day Telford - Pride Hollinswood Centre	Development Business & Employment	-1,339,408.50	-1,339,408.50					
Hadley Local Centre Phase 1 & 2	Development Business & Employment	-138,655.68	51,462.13			-190,117.81		
Horsehay Fitness Facility	Neighbourhood & Leisure Services	-277,128.28	-277,128.28					
Housing	Development Business & Employment	-3,446,384.64	-808,644.10	-150,000.00	-44,937.26	-2,442,803.28		
Housing Company - Housing	Development Business & Employment	-2,963,630.38	-2,963,630.38					
ICT Social Care Review	Adult Social Services	-400,784.54	-350,000.00			-50,784.54		
ICT/ eGov	Customer Services	-603,529.64	-212608.64			-168,415.00		-222,506.00
Integrated Transport	Neighbourhood & Leisure Services	-777,063.34				-715,149.91	-61,913.43	
Ironbridge Gorge Stability	Neighbourhood & Leisure Services	406,872.97	222,145.97			184,727.00		
Malinslee Local Centre	Development Business & Employment	-28,354.81		-28,354.81				
Managing the funding of the Capital Programme	Corporate	-115,000.00	-8,539,528.68	8,424,528.68				
Parks & Play Areas	Neighbourhood & Leisure Services	-10,789.86	-10,789.86					
Parks for People	Neighbourhood & Leisure Services	-129,891.27	-39,791.52			-90,099.75		
Property Investment Programme	Development Business & Employment	-389,070.41	-389,070.41	0.00				
Social Care Capital Grant	Adult Social Services	-189,118.43				-189,118.43		
Solar farm	Co operative Delivery & Commercial Unit	-27,067.01	-27,067.01					
Street Lighting Energy Programme	Neighbourhood & Leisure Services	52,518.97	52,518.97					
Superfast Broadband Programme	Development Business & Employment	-916,269.77	-159,532.39	-756,737.38				
Sutton Hill	Development Business & Employment	-138,875.85	-138,875.85					
Telford Growth Package	Neighbourhood & Leisure Services	-40,000.00				-40,000.00		
The Place Library and booking office refurbishment	Neighbourhood & Leisure Services	1,420.00	1,420.00					
Town Centre - Accommodation Strategy	Development Business & Employment	-131,157.02	-131,157.02					
Town Centre - Phase 1	Development Business & Employment	-515,519.29		-515,519.29				
Woodside Local Centre & Project Manag.	Development Business & Employment	-46,085.49	-5,986.61	-40,098.88				
	Total	**-26,346,768.24**	**-18,509,878.61**	**642,230.42**	**-364,530.62**	**-7,762,382.43**	**-129,701.00**	**-222,506.00**

New Allocations	Service Area	Value - £				
14/15 £	15/16 £	14/15 £	15/16 £	16/17 £	17/18 £	
BSF Ercall Wood Tech. College	Education & Corporate Parenting	13,159.49				External
All Other School Schemes	Development Business & Employment	181,097.23	455,832			External
All Other School Schemes	Development Business & Employment	1,889.90				Revenue
All Other School Schemes	Development Business & Employment	75,147.00	1,764,513		441,109	Gov Grant
Accommodation	Development Business & Employment	63,000.00				Revenue funding for Cafe Go extension
Superfast Broadband Programme	Development Business & Employment		200,000			Prudential
Superfast Broadband Programme	Development Business & Employment		-200,000			Revenue Reserves
Housing	Development Business & Employment	62,900.00				Housing Capital Receipts 14/15
Housing	Development Business & Employment		-25,000			Prudential
						External - Loan
Housing	Development Business & Employment	272.90				Contingency
Housing	Development Business & Employment		25,000			Public Health Grant
PIP	Development Business & Employment	684,257.53				PIP capital receipts received in year
Integrated Transport	Neighbourhood & Leisure Services	84,028.86				External-Section 106
Integrated Transport	Neighbourhood & Leisure Services	4,000.00				Revenue
Integrated Transport	Neighbourhood & Leisure Services	19.47				Gov Grant -to balance agresso with CAP MON
Brookside	Development Business & Employment	138,498.00				Prudential
Box Road	Neighbourhood & Leisure Services	107,455.00				Prudential
Box Road	Neighbourhood & Leisure Services	40,000.00				Gov Grant
Box Road	Neighbourhood & Leisure Services	-40,000.00				Revenue funding
Horsehay Fitness Facility	Neighbourhood & Leisure Services	25,000.00				External
Local Sustainable Transport Fund	Neighbourhood & Leisure Services	-33,237.87				Gov Grant
All Other School Schemes	Development Business & Employment	-1,000.00				Prudential
Total		**1,406,487.51**	**2,220,345**	**0**	**441,109**	

Virements	Service Area		Funding Analysis					
		Value - £	Prudential	Capital Receipts	External	Govt. Grant	Borrowing	Revenue
All Other School schemes	Development Business & Employment	150,000	150,000					
Asset Management Plan - General Works & Surveys	Development Business & Employment	38,843	38,843					
Building Schools for the Future	Education & Corporate Parenting	-8,843	-8,843					
Commercial & Business Fund	Co operative Delivery & Commercial Unit	-180,000	-180,000					
Total		**0**	**0**	**0**	**0**	**0**	**0**	**0**

Summary of Section 106 Contributions negotiated through the Planning Process 2014-15

Service Provision	Value in £'s	Notes
Affordable Housing Cash Value	£909,000	Not including % of affordable housing agreed
Highways Contribution	£1,630,999	
Contribution to Public Transport	£687,000	Includes sums agreed re bus stops/shelters
Travel Plan Monitoring	£36,200	
Air Quality Monitoring	£5,000	
Education Contribution	£9,194,625	
Recreation Contribution	£1,078,000	
Public Open Space Contribution	£313,210	Includes commuted sums for maintenance & new trees
Public Art Contribution	£145,000	
Condition/Financial Monitoring	£136,695	
Contribution to Village Hall	£15,000	Sambrook
Maintenance of local centre	£350,000	To be transferred to mgt company
Total	**£14,500,729**	

Note - it should be recognised that there is no guarantee that these sums will come forward because the developments may never get built out

TELFORD & WREKIN COUNCIL

CABINET - 25 JUNE 2015

DRAFT TELFORD & WREKIN LOCAL PLAN 2011-2031

REPORT OF ASSISTANT DIRECTOR: PLANNING SPECIALIST

LEAD CABINET MEMBER: COUNCILLOR RICHARD OVERTON

PART A) – SUMMARY REPORT

1.0 SUMMARY OF MAIN PROPOSALS

1.1 The purpose of this report is to pave the way for the Draft Telford & Wrekin Local Plan to be presented to Cabinet on 23 July 2015 and to confirm the timetable for consultation. The Borough currently has an up to date and adopted Plan – the Core Strategy. The Draft Local Plan will replace the core Strategy with a new comprehensive plan to meet the needs of the community up to 2031.

1.2 The Telford & Wrekin Local Plan is the land use plan that will guide future planning decisions within the Borough until 2031. The report seeks to update Cabinet on the preparation of the Plan prior to this being presented to Cabinet on 23 July and final approval being given and to consult on the Draft Local Plan. Following this consultation it will then proceed to the next stage of Publication and independent examination by an Independent Planning Inspector appointed by the Secretary of State before it can be adopted.

1.3 The Draft Plan will be a comprehensive document that sets out the spatial vision for the borough to 2031 and will include a series of policies to achieve delivery of the vision. The Draft Plan will respond to the comments made during previous consultation as well as taking into account recent technical advice and planning guidance. At the heart of the Plan will be robust policies to protect and enhance the Borough's green spaces – renewing and reaffirming the Council's commitment to the protection and enhancement of green spaces that are a fundamental aspect of the Borough's appeal to residents, visitors and investors alike. It will ensure that Telford and the other urban areas retain their green qualities, making Telford & Wrekin one of the greenest places in the Midlands. Policies in the plan will support the Council's intention to launch a Green Guarantee around the Borough's most important green spaces, parks, Nature reserves and recreation areas.

1.4 The Draft Plan will propose to cut the number of new homes to be built in the Borough by over 39% down from the 26500 agreed by a previous administration to just under 16000 of which over 80% have either already been built or have planning permission. This means that the allocation of sites will be for less than 3500 homes to be built up to 2031 in order to meet the needs of local people, support and sustain services and provide the foundation for economic growth.

1.5 The Draft Local Plan will create a vision for the Borough that goes beyond house building. It will seek to promote a healthier more prosperous and even better connected place to live and work, providing a high quality of life for everyone. The Draft Plan will also include commitments to further strengthen our communities, retain the borough's high quality transport infrastructure and connectivity, attracting inward investment and boosting employment and making the best use of previously developed land.

1.6 The Draft Plan will deliver these commitments by ensuring all policies and site allocations are based on a number of key principles and priorities which include:

1.6.1 The protection and enhancement of green space across the Borough to meet both local and strategic needs including the designations of more Local Nature Reserves and the promotion and safeguarding of the landscapes within the borough such as the Area of Outstanding Natural Beauty and Green Network.

1.6.2 The allocation of sites for just over 3000 new homes to meet the needs of local people, support and sustain services and contribute to economic growth. This will ensure that, together with the homes that already have planning permission, the Draft Plan will deliver the supply of homes required to meet the Borough's housing needs up to 2031, representing a significant reduction in the number of homes proposed to be allocated in previous consultations as a direct result of comments received.

1.6.3 Provision of more affordable homes and making the best use of land including the use of Local Development Orders to help release previously developed land (brownfield land).

1.6.4 Enabling the Borough to meet its economic growth potential supporting the expansion of local businesses and providing the infrastructure and connectivity required by new investors bringing jobs into the Borough. Ensuring this opportunity is provided across the Borough including providing additional employment land in Telford and Newport to strengthen its role as a free standing market town.

1.6.5 The Plan will support the roll out of our £5.6m superfast broadband programme over the next 2 years which will see 98% of the Borough provided with superfast connectivity.

1.6.6 Promoting and facilitating the health and wellbeing of communities and healthier lifestyles.

1.6.7 Harnessing the borough's excellent transport connections and ensuring that new development is supported with new facilities – schools, open space, health and community facilities as they are required.

1.6.8 Ensuring the benefits of growth are felt across the Borough by using development to address areas of greatest need.

1.6.9 Valuing and celebrating the borough's rich historic and cultural assets.

1.6.10 Reducing the environmental impact of development through measures such as the use of renewable energy.

2.0 RECOMMENDATIONS

2.1 That Cabinet endorse the principles which are to be included within the Local Plan based on previous consultation;

2.2 That Cabinet agree the Draft Telford & Wrekin Local Plan is presented to Cabinet on 23 July for the purpose of approving public consultation on the Draft Local Plan in accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

3.0 SUMMARY IMPACT ASSESSMENT

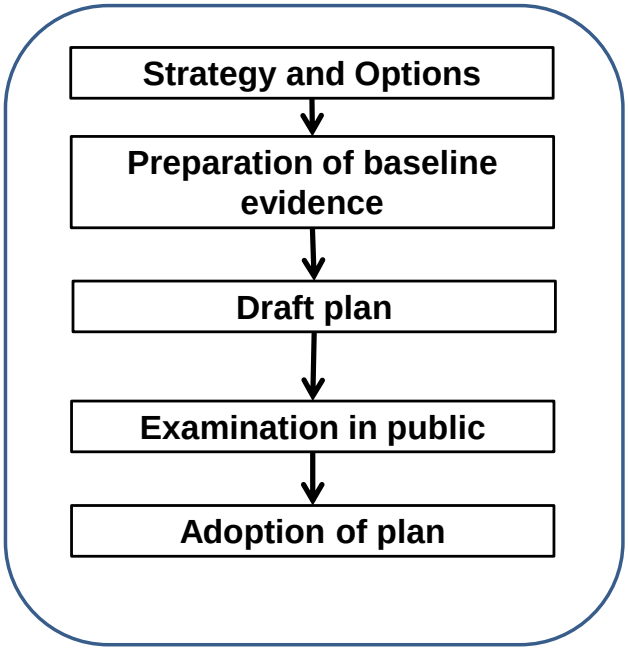
COMMUNITY IMPACT	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	Council priorities are reflected in the Local Plan objectives. The objectives form a thread throughout Local Plan documents, ensuring the quantity, type and location of future development support the delivery of the Council's priorities.
	Will the proposals impact on specific groups of people?	
	Yes	The Local Plan relates to the whole borough and those who live work and visit the area.
TARGET COMPLETION/ DELIVERY DATE	Subject to Cabinet approval, it is proposed to commence the consultation on 3rd August 2015 for an 8 week consultation period closing on 25th September 2015	
FINANCIAL/ VALUE FOR MONEY IMPACT	Yes	Budgetary provision of £175,000 has been made to meet the estimated cost of the public consultation and examination process. JAC 280515.
LEGAL ISSUES		The Council has a statutory duty under section 13 of the Planning and Compulsory Purchase Act 2004 to keep under review the matters that may be expected to affect the development of its area or the planning of its development. Preparing and keeping up to date a Development Plan for the Borough that will be used as the basis for determining planning applications accords with this duty.
OTHER IMPACTS, RISKS & OPPORTUNITIES		The Council has a statutory responsibility to update its Development Plan documents. Having an up to date plan will provide more certainty for developers, investors and the public and will ensure the provision of services and facilities to support local communities.
IMPACT ON SPECIFIC WARDS		Borough wide impact.

PART B) – ADDITIONAL INFORMATION

4.0 BACKGROUND

4.1 Figure 1 sets out the broad approach that the Council must take when seeking to a new Local Plan.

Figure 1 Process for Adopting a Local Plan Document



4.2 The Draft Local Plan will set out a long term strategy for the borough. It will make provision for an allocation of less than 3500 new homes that, together with existing commitments and sites with planning permission, will deliver the new homes needed by 2031. This figure represents a reduced and realistic target based upon current building rates which will provide a range of site opportunities that will strengthen our communities, protect and enhance greenspace and support economic growth across the Borough. A significant proportion of new housing will be expected to be affordable.

The Draft Local Plan will include:

- **A Vision for the Borough**: this part of the Draft Plan will contain a profile of the borough today against which the success of the Local Plan will be monitored. It will contain a strategy for the borough that seeks to promote a healthier, more prosperous and better connected place within a protected and enhanced green setting providing a high quality of life for the population.

- **Spatial Strategy**: this part of the Draft Plan sets out the Council's intention that Telford remains the principal focus for new investment in the borough with new homes being built alongside new employment land. Newport's role as a market town is consolidated with the delivery of new homes that already have planning permission and the delivery of new employment land. Around 900 new homes are expected to be delivered in the rural area with a focus on former brownfield sites as well as promoting small scale rural development. The Plan will include a section on delivery and monitoring that will identify essential infrastructure. This will enable a Community Infrastructure Levy (CIL) document to be prepared to support the delivery of the Plan policies.

- **Detailed Planning Policies** : this section of the Draft Local Plan provides planning policies relating to:

1. the economy, including the management of the borough's centres and shopping areas;
2. housing,
3. the natural and built environment including the promotion of green infrastructure and the protection and enhancement of the green network,
4. community facilities,
5. highways and transport and other connections including broadband and telecommunications;
6. the built environment including heritage; and
7. environmental resources including minerals, waste and water management.

4.3 The Draft Plan will bring together the topics and subject matters set out in the current Core Strategy, the Wrekin Local Plan and the Minerals Plan, into a single comprehensive Plan. If approved by the Cabinet, while still required to complete all stages to adoption, it will start to have some influence in relation to decisions made by the Planning Committee and Planning Officers.

4.4 Alongside the preparation of evidence public engagement and consultation is vital to the production of a robust plan. Three stages of public consultation have been undertaken so far. The first of these was in 2012; the second (Strategy & Options) in the summer of 2013 which sought views on the broad scale and location of development; and a third (Proposed Housing & Employment Sites) consultation which took place between May and July 2014 and sought views on possible site allocations for new development. The comments received from consultation in combination with continuing evidence research have been used to inform the Draft Local Plan.

4.5 Timetable for adopting the Local Plan

Subject to Cabinet approval of the Draft Plan in July, consultation on the Draft Plan will begin in August and run throughout September. The Plan remains on target for an adoption date of December 2016.

5 IMPACT ASSESSMENT

5.1 The policies in any Local Plan can have impacts on local communities and the environment. The Council has conducted a Sustainability Appraisal of the strategy and policies in the Draft Local Plan that will be published.

6 PREVIOUS MINUTES

30 May 2013: Shaping Places Local Plan, Strategy & Options.
12 December 2013: Shaping Places Local Plan Update.
24 April 2014: Shaping Places Consultation on Proposed Housing and Employment Sites.

7 BACKGROUND PAPERS

Telford & Wrekin Local Development Scheme (December 2013)
Telford & Wrekin Council Statement of Community Involvement (2012)

Report prepared by Michael Vout, Planning Policy Team Leader. Tel: 01952 384185

TELFORD & WREKIN COUNCIL

CABINET – 25th JUNE 2015

DRAFT HOUSING ALLOCATION POLICY AND TENANCY STRATEGY FOR TELFORD & WREKIN

JOINT REPORT OF ASSISTANT DIRECTOR: DEVELOPMENT, BUSINESS & EMPLOYMENT AND ASSISTANT DIRECTOR: FAMILY, COHESION & COMMISSIONING

LEAD CABINET MEMBER: CLLR RICHARD OVERTON

1. SUMMARY OF MAIN PROPOSALS

1.1 This report introduces draft consultation versions of Telford & Wrekin Council's Housing Allocation Policy and Tenancy Strategy. While the Council is no longer a landlord, it is still the strategic housing authority for the borough with a number of statutory duties and important responsibilities. Housing also impacts on the achievement of the Council's priorities and on many other service areas.

1.2 There has been considerable change in the housing policy context, both nationally and locally. This includes recent legislative changes, for example, the Localism Act 2011, the introduction of new policy & practice guidance and a number of new funding regimes.

1.3 There have been significant changes in local arrangements for accessing affordable and private rented housing. July 2014 saw the closure of *Chose Your Home* and the launch of two separate new arrangements to assess housing options and to access affordable homes. These were described in the earlier Cabinet report – *A New Approach to Supporting Housing Options* (June 2014).

1.4 The Council must now agree a new Housing Allocations Policy and also a Tenancy Strategy, linked to its Homelessness Strategy. These will enable it to work more effectively with housing associations to help meet the housing needs of local people. The draft documents are proposed for consultation with local Registered Providers (RPs), local agencies and other stakeholders.

1.5 This report describes:

- The Council's relevant statutory responsibilities and how these should be met
- The local policy context and background
- A summary of the Council's draft Allocation Policy
- A summary of the Council's draft Tenancy Strategy.
- Proposed arrangements for future partnership working with local RPs to structure and formalise nomination arrangements by the Council to a proportion of their vacant homes.

2. RECOMMENDATIONS

- **That Cabinet approve the Council's draft Housing Allocation Policy and Tenancy Strategy for consultation;**
- **That Cabinet agree a nine week period of consultation;**
- **That Cabinet delegate lead responsibility to the Assistant Director for Development, Business & Employment, in consultation with the Cabinet Member for Housing, Public Health & Protection, to update the documents. Any significant changes following external consultation are to be approved by Cabinet before the documents are finalised and published.**

3 . SUMMARY IMPACT ASSSESSMENT

<table>
<tr><td rowspan="4">COMMUNITY IMPACT</td><td colspan="2">Do these proposals contribute to specific Priority Plan objective(s)?</td></tr>
<tr><td>Yes</td><td>The proposals within this report will contribute towards The Council's Community Strategy and Medium Term Plan, in particular:

Regenerating those neighbourhoods in need and working to ensure that local people have access to suitable housing</td></tr>
<tr><td colspan="2">Will the proposals impact on specific groups of people?</td></tr>
<tr><td>Yes</td><td>Members of the community that are seeking, or living in, affordable or private rented housing.</td></tr>
<tr><td>TARGET COMPLETION/ DELIVERY DATE</td><td colspan="2">It is proposed that consultation on these documents will take place from 1st July to 7th September 2015. This is a nine week period to take account of the summer holiday period. The documents will be finalised as soon as possible after the end of the consultation period.</td></tr>
<tr><td>FINANCIAL/ VALUE FOR MONEY IMPACT</td><td>Yes</td><td>The consultation process and the production of the final documents will be managed by existing officers with specialist advisor support as necessary. All costs will be contained within existing budgets. JAC 230115</td></tr>
<tr><td>LEGAL ISSUES</td><td>Yes</td><td>The Housing Act 1996 (as amended) sets out a number of Council duties and responsibilities including:

a) a duty to have an Allocations Policy for determining the priorities and procedures to be followed in allocating housing accommodation
b) a duty to have regard to its homelessness strategy and its current tenancy strategy when preparing or modifying its Allocations Policy
c) a duty to have regard for relevant Secretary of State guidance when preparing/modifying its Allocations Policy
d) a duty to comply with stated consultation and publication requirements before adopting its Allocations Policy</td></tr>
</table>

		As well as requiring the Allocations Policy to give reasonable preference to certain people, the 1996 Act also allows the Council to give additional preference to people of particular descriptions. In framing their qualification criteria, the Council needs to have regard for its duties under the equalities legislation. The Act states that the Council cannot allocate housing accommodation except in accordance with their Allocation Policy. *The Localism Act 2011 obliges the Council to prepare and publish a Tenancy Strategy setting out the matters to which the registered providers of social housing for its district are to have regard in formulating policies relating to the kinds of tenancies they grant, when they grant tenancies of a certain kind, setting terms of tenancies and granting further tenancies. The Tenancy Strategy must be kept under review and when made or significantly modified the Council must comply with the stated publication and consultation requirements. When the Tenancy Strategy is being prepared or modified, the Council must have regard for its Allocations Policy and its Homelessness Strategy.* *The Council's draft Allocation Policy and draft Tenancy Strategy presented to Cabinet through this report for taking forward are a response to its responsibilities under the legislation referred to above and elsewhere in this report. (IR – 23/01/15).*
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	The proposals aim to enable the Council to develop an effective and coherent approach to working with local housing providers. This will help in meeting local housing needs and making the best use of the borough's housing stock. The Council is at risk of challenge by not developing these documents in a timely manner. Without them in place it will also lose some of its ability to influence and work with local housing providers. There are a number of risks in developing these documents but these can be mitigated by following a well-planned and inclusive approach.
IMPACT ON SPECIFIC WARDS	Yes	The changes will impact on all Wards

4. INFORMATION

4.1 National Context

Housing Allocations Policy

4.1.1 The 1996 Housing Act (as amended by subsequent legislation including the 2002 Homelessness Act and the Localism Act 2011) requires all local housing authorities to:

- have a Housing Allocations Policy that complies with relevant legislation and regulations and which sets out the priorities for the allocation of social housing
- have a Housing Allocations Scheme which states how affordable homes in their area will be let (e.g. offering a choice of housing accommodation, or the opportunity to express a preference)
- make all housing allocations (and nominations) in accordance with the Policy
- publish a summary of the Allocations Scheme/Policy and make it freely available.

4.1.2 Local housing authorities, like Telford & Wrekin, that do not own housing stock must still adopt and publish a Housing Allocations Policy as, by law, they allocate homes when they:

- nominate a person to be an assured tenant of accommodation held by a Registered Provider (RP) [also known as a 'housing association') or
- nominate a person to be a secure or introductory tenant of accommodation held by another housing authority

4.1.3 An Allocations Policy must give *reasonable preference* to applicants with certain housing needs including those:

- who are homeless (statutory and non-statutory)
- living in unsatisfactory housing conditions
- who need to move on medical or welfare grounds (including disability)
- who need to move to a particular locality in the area to avoid hardship (to themselves or others)

4.1.4 The most recent national code of guidance is *The Allocation of accommodation: guidance for local housing authorities in England, 2012.* This reflects legislative changes and flexibilities introduced by the Localism Act 2011. As a result of this local authorities:

- must not disqualify, and may give additional preference to, members of the Armed Forces and former Service personel (where the application is made within five years of discharge)
- may prioritise applicants on the basis of behaviour, employment, contribution to the community or underoccupation.
- may disqualify some applicants where they, for example, have little or no prospect of being offered accommodation, have behaved unreasonably previously, do not have a local connection, are home owners.

4.1.5 On 9 March 2015 the Government announced that it would introduce 'Right to Move regulations to *ensure local connection requirements do not prevent social tenants from moving into the area to take up work or apprenticeship opportunities*'. It is expected that existing statutory guidance on housing allocations will be strengthened.

4.1.6 The Council's Allocations Policy will need to describe how housing need is to be assessed and prioritised. Also how potential applicants can apply for affordable housing in Telford & Wrekin.

4.1.7 Many local authorities have made use of freedoms and flexibilities under the Localism Act to influence who is eligible to apply for affordable housing and their priority for housing. The most relevant of these include: local connection, those not in housing need, owner occupiers, people with a history of tenancy breeches, people who have worsened their own housing circumstances. The Localism Act also introduced a new power for local authorities to discharge their statutory homelessness responsibilities in the private rented sector.

4.1.8 Some supported and specialist housing (including Extra care housing) in the borough is allocated through a joint housing and care/support pathway via an allocations panel. This is a form of Local Lettings Plan (LLP).

4.1.9 Under the Homes & Communities Agency's (HCA) Regulatory Framework for Social Housing, RPs must co-operate with local authorities' strategic housing function and their duties to meet identified local housing needs. This includes assistance with local authorities' homelessness duties and through meeting obligations in nominations agreements.

4.1.10 Whilst local authorities have a right to nominate to at least 50% of all RP voids (or more by agreement), the RP is still entitled to check whether the nomination is acceptable to them under their own policy and can refuse any nominee that would be disqualified.

4.1.11 Many RPs also have Local Lettings Plans, which are agreed with the local authority and published. These may include, for example, the need to have a local connection for a new rural housing development. They may also used to help achieve specific objectives, for example, to promote balanced communities, to promote tenancy sustainment.

4.1.12 Authorities must also consult with RPs, other stakeholders and local people before adopting their Allocations Policy (or altering an existing policy). They must ensure that consultees have a reasonable opportunity to comment on the proposals.

Tenancy Strategy

4.1.13 The Localism Act 2011 also placed a new duty on local housing authorities to prepare and publish a Tenancy Strategy. This must set out the matters to which Registered Providers are to have regard in formulating their policies on tenancies.

4.1.14 The local authority's Tenancy Strategy should recommend to Registered Providers in its area:

- the type and term of tenancy they should grant and under what circumstances

- when another tenancy should be granted at the end of a fixed term tenancy
- what it expects of RPs in relation to housing advice and assistance where the tenancy will end after the fixed term.

This document should also be developed in full consultation with local stakeholders.

4.1.15 The Homes & Communities Agency (HCA) requires all RPs to have a tenancy policy.

4.2 Local Context

4.2.1 While Telford & Wrekin Council is no longer a landlord, it is still the strategic housing authority for the borough. It still has duties under the Housing Act 1996 related to preventing and addressing homelessness and providing housing advice and assistance. These include the provision to make allocations through nominating to RPs (housing associations) who own or manage homes in the area. The Council's broader housing responsibilities include meeting local housing needs (including the needs of the most vulnerable) and making best use of borough's housing stock.

4.2.2 The Wrekin Housing Trust is the largest RP in the borough with some 10,300 homes. There are three other large RPs – Bromford, Bournville Village Trust and Sanctuary – who together own 2,700 homes. There are also 15 other housing associations in the borough with a combined stockholding of around 300.

4.2.3 Since 2006, and until recently, access to the majority of social housing in the borough was managed through The Choose Your Home (CYH) choice-based lettings system. Under this, the local housing register for Telford & Wrekin was provided and managed by The Wrekin Housing Trust (WHT) on behalf of the Council and the largest local RPs. The housing register and lettings were governed by an Allocations Policy that was last reviewed several years ago, although temporary amendments were made in March 2013 to reflect national welfare reform. This was largely an open housing register and policy, although the RPs had stated that they would take the applicants' tenancy history (e.g. rent arrears or antisocial behaviour) into account prior to any offer of housing.

4.2.4 CYH and the local Housing Register closed in July 2014. There are now **two** completely different methods of letting most of the affordable homes in the borough, depending on the landlord:

- Wrekin Housing Trust (700 – 800 vacancies per year)
  Applicants must complete an online application, at the end of which they are told whether or not they have been accepted into a small applicant pool retained for homes that are more frequently available.

- Bournville Village Trust, Bromford & Sanctuary (200 - 300 vacancies per year)
  These three RPs now advertise all of their homes in Telford & Wrekin on the *Homes Direct* choice-based lettings scheme website.

4.2.5 As part of the Council's response to the above changes, the earlier Cabinet report *A New Approach to Supporting Housing Options* introduced two significant new approaches to meeting local housing needs:

- Telford Housing Options
  An online housing assessment tool which generates a personalised housing options report.

- Telford Homefinders
  A web-based Lettings Agency run by the Council which provides accredited rented accommodation through private landlords.

4.2.6 The Council is continuing to make nominations to RPs where applications are accepted as (or potentially) homeless. Since the Localism Act the Council has partly met its statutory duty to arrange temporary accommodation for those accepted as homeless through properties owned by private landlords. Continuing welfare reform changes and the introduction of Universal Credit may also impact on the Council in this area.

4.3 Housing Allocations Policy

4.3.1 Following the end of CYH, the Council must adopt a Housing Allocations Policy in order to comply with national legislation and for it to make nominations to RPs. The overall aim of a Housing Allocations Policy is to ensure that affordable housing in Telford & Wrekin is allocated fairly and objectively to those in greatest need, having regard to any legislative requirements and codes of guidance and regulations sets by the Government and the Homes & Communities Agency. The Policy is also intended to meet the following specific objectives:

- Enable everyone to make **informed choices** about their housing options
- Prevent homelessness and help people resolve their housing problems by giving advice and assistance to everyone
- Explain the council's priorities for those in housing need and to housing providers and other organisations
- To make sure that the housing needs of vulnerable applicants and those in priority need are given reasonable preference
- Enable the best use to be made of all available housing in the social sector, and all other affordable housing types within the borough
- Encourage sustainable communities
- Enable those who do not have a housing need (as identified within this policy) to secure their own accommodation by providing them with advice on the housing options available

4.3.2 The Allocation Policy prioritises housing need using four priority bands:

Band A	Emergency and high priority
Band B	Urgent need to move

Band C	Identified housing need
Band D	Low housing need

Full details of specific needs under each Band are described in Table 1 (p 17) of the full report.

4.3.3 As required by the Housing Act (1996) priority for social housing is given to the following 'reasonable preference' groups:

- Applicants who are homeless. This includes applicants where there is a statutory duty to rehouse as well as applicants who are intentionally homeless and those who are not in priority need.
- Applicants occupying unsanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions.
- Applicants who need to move on medical or welfare grounds, including grounds relating to disability.
- Applicants who need to move to a particular locality in the district of the housing authority, where failure to meet that need would cause hardship (to themselves or others).

4.3.4 Priority is also given to the following 'additional preference' groups

- Those who would otherwise become homeless, which a planned move could prevent
- Those supported by council homelessness prevention initiatives
- Those whose health will significantly deteriorate without a move
- Those moving on from supported or specialist accommodation
- Those in adapted properties where the adaptations are no longer required
- Those needing to move to take up employment or to make it easier to get to work
- Households living in overcrowded accommodation
- Those who are under occupying a home which could be used to provide a home for a larger family
- Members of the armed forces and their families

4.3.5 The Council does not exclude a number of groups from applying for social housing in the borough e.g. those with no local connection, owner occupiers. However these are given the lowest level of priority under its Allocation Policy.

4.3.6 The Secretary of State determines who is ineligible for an authority's housing register (and for homelessness assistance). The Allocations Policy should state that persons from abroad who the Secretary of State has determined are ineligible should not be made an offer of housing.

4.4 Tenancy Strategy

4.4.1 The Council's draft Tenancy Strategy sets out its position on the use of fixed term tenancies and related matters. The draft Strategy:

- Notes the ability of RPs to offer fixed term tenancies to new tenants of between 2-5 years (following an introductory tenancy).
- Encourages RPs to offer longer or lifetime tenancies where possible.
- Supports the use of fixed term tenancies where appropriate, ideally for at least five years.
- Promotes the use of longer term or lifetime tenancies for groups whose circumstances are less likely to change over time. This may include helping older and vulnerable people (e.g. those with severe and chronic mental health issues) to live independently and to maintain housing stability and to promote health and wellbeing.
- Sets out suggested practice by RPs in relation to advice and assistance when a fixed term tenancy is coming to an end - particularly to prevent homelessness when a tenancy will not be renewed.
- Encourages RPs to make the best use of their housing stock, for example, by releasing specialist or significantly adapted homes where they are no longer required in order to assist hospital discharge.

4.4.2 Linked to the above, the Council recognises the introduction by RPs of tenancies based on affordable rents set at up to 80% of open market rents. Where possible the Council also supports the use of tenancies based on social (or 'target') rents, particularly in areas where housing and living costs may be relatively higher, e.g. the rural part of the borough.

4.4.3 RPs are required to have Tenancy Policies and the Council will have the opportunity to review these and influence them when they are updated over the next twelve months.

4.5 Working with local Registered Providers

4.5.1 As part of the process of developing a new Housing Allocation Policy, the Council will work in partnership with local Registered Providers (RPs) on the arrangements for nominating housing applicants to their vacant homes. Nominations must be appropriate and timely to help create stable neighbourhoods and keep people housed adequately.

4.5.2 Whilst local authorities have a right to nominate at least 50% of all RP voids, the RP can check whether the nomination is acceptable to them under their own Policy and may refuse any nominee that would be disqualified.

4.5.3 The Council will work with the main local RPs to negotiate an Overarching Nominations Agreement. Nominations may also be linked to planning consents for new developments and included in S106 agreements. In addition Local Lettings Plans will be agreed to help achieve balanced and sustainable communities.

4.5.4 The Council will request nomination rights for 50% of RP vacancies (initial lettings and relets). In the first instance this will focus on priority housing applicants (including people who are statutorily and non-statutorily homeless) through its Housing Options Team. Where the Council has provided free or discounted land, or other material assistance, it will request 75% nomination rights.

4.5.5 The Council will work closely with RPs to ensure that tenancies are sustained. It will ensure that nominated applicants receive full support and practical assistance to achieve and maintain a tenancy. These measures will complement existing social inclusion, employment preparation and tenancy sustainment initiatives by RPs.

4.5.6 The Council will monitor nominations on a monthly basis using the existing Housing Partnership Meeting as the forum for discussion between Council Officers and the RPs. A review will be carried out every three months, which will also consider the impact of current and future reforms to welfare benefits, the incidence of homelessness (including the geography and make up of housing need) and the impact of some RPs taking a more commercial approach to allocations. A full evaluation will be undertaken as part of an annual review of the Housing Allocations Policy.

5. CONCLUSIONS

Subject to approval, there will be a formal 9 week consultation period on the draft documents with RPs, local agencies and other stakeholders. Depending on the outcome of the consultation, these documents may need to be reconsidered by Cabinet prior to finalisation.

6. FINANCIAL RESOURCES

The consultation process and the production of the final documents will be managed by existing officers with specialist advisor support as necessary. All costs will be contained within existing budgets.

7. PREVIOUS MINUTES

A New Approach to Supporting Housing Options. Cabinet 26th June 2014.

8. BACKGROUND PAPERS

- The Housing Act, 1996.
- The Localism Act, 2011.
- Allocation of accommodation: guidance for local housing authorities in England (2012). Department for Communities and Local Government (DCLG).

- The Regulatory Framework for Social Housing in England from April 2012 (2012) Homes & Communities Agency (HCA).
- A New Approach to Supporting Housing Options. Telford & Wrekin Council (Cabinet Report, 26th June 2014).
- Homelessness Strategy, Telford & Wrekin Council (2013).
- The Right to Move: A Consultation Document (September 2014). DCLG.
- The Right to Move: response to consultation (March 2015). DCLG.

Report prepared by Chris Winter (Investment Strategy & Partnerships Officer) ***chris.winter@telford.gov.uk*** ***01952 381901***

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TELFORD HOME CONNECTIONS

Telford & Wrekin Housing Allocations Scheme

Priorities for social housing
in Telford & Wrekin

How social housing is
allocated in Telford & Wrekin

Working with local Registered Providers

a co-operative council

Telford & Wrekin COUNCIL

June 2015

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TELFORD HOME CONNECTIONS

TELFORD & WREKIN'S HOUSING ALLOCATIONS SCHEME

1. Introduction

1.1 This document sets out Telford & Wrekin Council's Housing Allocations Scheme. It provides the basis for the allocation of social housing vacancies in the borough and describes how these properties will be let. It also helps to inform how the Council and local Registered Providers (RPs) [housing associations] will work together in the future.

1.2 Although the Council no longer has its own housing stock, it still has a number of important housing responsibilities relating to preventing and addressing homelessness and providing housing advice and assistance. This includes the provision to make housing allocations through nominating to RPs who own or manage homes in the borough. Local authorities are not under a duty to maintain a housing register (or 'housing waiting list').

1.3 The main purpose of this document is to set out Telford & Wrekin Council's key objectives and priorities to be considered by housing providers in the allocation of the social housing in the borough. This includes who is eligible for social housing in the borough and the Council's priorities for housing allocation. The Policy describes how the Council will determine the relative priority of potential vacant properties to which it has nomination rights. It applies to homes for rent and for low cost home ownership.

1.4 The document describes:

- Background to this document and its purpose
- The strategic and operational context in Telford & Wrekin
- The current options available for meeting housing need and the arrangements for accessing them.
- How housing need is assessed and prioritised
- The legal and statutory framework
- The Council's priorities for the allocation of social and other forms of affordable housing.
- The key principles that the Council would like RPs to have regard to in the development or review of their Tenancy Policies.
- Future monitoring and review arrangements.

1.5 Social housing is one of a number of options to meet local people's housing needs. The Council is working in partnership with registered providers (RPs) and local housing developers to increase the supply of new social housing in the Telford &

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Wrekin. It is also working closely with local private landlords to develop the private rented sector in the borough

1.6 All local housing authorities are required to have a local Housing Allocation Policy and Allocation Scheme which sets out priorities between applicants for housing and describes the procedure to be followed when allocating housing accommodation. Local housing providers are expected to have regard to this in making their housing allocations, including when receiving a nomination for housing from the local housing authority (the Council).

1.7 Under the Homes & Communities Agency's (HCA) Consumer Standard, RPs will have their own allocations policy which states how they will let their properties. While the Council has a right to nominate to RP properties, the RP is still entitled to check whether the nomination is acceptable to them under their own policy, and can refuse any nominee that would be disqualified. Many RPs also have local lettings policies which are agreed with the local authority which relate to specific housing developments or geographic locations.

1.8 Local authorities must also prepare and publish a Tenancy Strategy. This is included at **Appendix 1** and sets out the matters to which registered providers are to have regard in formulating their policies on tenancies.

1.9 The overall aim of the Council's Housing Allocations Policy is to ensure that affordable housing in Telford & Wrekin is allocated fairly and objectively to those in greatest need. It has regard to the legislative requirements and codes of guidance & regulations set by the Government and the HCA. It is also intended to meet the following specific objectives:

- Enable everyone to make **informed choices** about their housing options
- **Prevent homelessness and help people resolve their housing problems** by giving advice and assistance to everyone
- Explain the **council's priorities** for those in housing need and to housing providers and other organisations
- To make sure that the housing needs of **vulnerable** applicants and those in **priority need** are given reasonable preference
- Enable the **best use to be made of all available housing** in the social sector, and all other affordable housing types within the borough
- Encourage **sustainable communities**
- Enable **those who do not have a housing need** (as identified within this policy) to secure their own accommodation by providing them with advice on the housing options available

1.10 The Council must comply, and demonstrate its compliance, with the Equality Act 2010 by assessing the impact of its Allocation Policy on the protected groups. This is particularly significant when exercising its freedom under the Localism Act 2011 (see below) to disqualify applicants.

1.11 This document will be of interest to a number of groups including local housing providers, organisations working with people who need housing and people in housing need. The Council will consult with these organisations and groups as part of the process of preparing this document.

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2. The Context

Introduction

2.1 The Council's Housing Allocation Policy and Tenancy Strategy must be framed in the local strategic and operational context, as both are key to meeting local housing needs.

The Local Housing Market

2.2 There are around 14,000 housing association homes in Telford & Wrekin. The Wrekin Housing Trust is the largest Registered Provider (RP) in the borough with some 10,300 homes. There are three other large RPs – Bromford, Bournville Village Trust and Sanctuary – who together own 2,700 homes. There are also a number of other housing associations and social housing providers in the borough with a combined stockholding of around 300.

2.3 Over the last 10-15 years the local housing market has become more like the country as a whole. Key local housing market trends include:

- A significant increase in the size of the private rented sector locally.
- A slight fall in total housing association stock
- New social housing vacancies (relets) have remained stable.
- There is an estimated net shortfall of 1,240 affordable homes for local people every year. The majority of these should be for rent. The cost of entry level housing is on average eight times greater than household incomes (2009).
- Housing affordability varies across the borough with higher affordability/income ratios and lack of supply in certain parts including the rural area and Newport.
- There is a continuing need for supported and specialist accommodation to meet the needs of older people and people who are vulnerable.
- Long term empty homes in the borough are comparatively low.

2.4 While local efforts to prevent homelessness are effective, it continues to be a significant issue in the borough:

- Whilst families with children are still the group most commonly accepted as homeless, the proportion of acceptances has decreased and the heads of the household tend to be young
- Acceptances for domestic abuse have increased significantly
- 16/17 year olds represent a significant proportion of acceptances, although there has been a general decline.
- All local agencies are seeing significant numbers of people discharged homeless from institutions
- Rough sleeping is increasing, as is single, non-statutory homelessness.
- There is an increase in short term housing and the requirement for appropriate move-on accommodation to prevent blockages.

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2.5 The population of the borough continues to rise and there is significant new house building:

- Total new build completions are currently between 800 and 1,000 homes each year.
- Within the above, total affordable completions of between 200 and 300 new homes each year.
- Of the above, a strong supported and specialist housing programme, including Extra care housing and bungalows.
- Also a small number of new affordable homes in the rural part of the borough.

2.6 National welfare reform (specifically the removal of the spare room subsidy or 'bedroom tax') has had a significant impact on the nature of housing demand. As a result some housing providers in the borough are experiencing:

- increasing demand for smaller properties as under occupiers seek to downsize
- an increase in 'difficult to let' family size properties
- increasing competition for smaller accommodation between downsizing households and those in housing need.

2.7 Welfare reform also introduced the shared accommodation rate for private tenants who are under 35 years of age and claiming local housing allowance. Claimants are unlikely to be able to afford self- contained accommodation in the private rented sector, adding to the overall demand for one-bedroom social houses.

2.8 These changes have led some housing providers to review their own housing allocation policies. Providers are also developing more new homes that are smaller, including new one bedroom flats and houses.

2.9 RPs are now able to let new and relet homes at *affordable* rents at up to 80% of open market value, rather than at *social* rents set in relation to local house prices and incomes. They are also able to offer 'flexible' or fixed term tenancies.

<u>The Local Policy Context</u>

2.10 The Council's overall ambitions for the borough and its residents are described in the following documents:

The Community Strategy (2013) was agreed with partners and describes the Council's cooperative approach, which aims to work with residents and communities, partner organisations and other local authorities to stretch resources, deliver local objectives, meet needs and narrow gaps between the most and least deprived communities.

The Strategy sets out four *themes* including:

> **'Live** – we want to ensure that the Borough continues to be a place people choose to live and feel they belong whatever their background. We will continue our efforts to raise educational attainment, improve health and address health inequalities, improve housing for all and work to ensure that all of communities are safe and feel safe'.

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Medium Term Plan

The **Council's Medium Term Plan (2013/14 to 2015/16)** describes seven key objectives including:

- We will protect and support our vulnerable children and adults
- We will ensure that neighbourhoods are safe, clean and well-maintained.
- We will regenerate those neighbourhoods in need and work hard to ensure that local people have access to suitable housing.

2.11 The following strategic document also provide a context for the Housing Allocations Policy (and Tenancy Strategy). Their respective priorities are:

Housing Strategy (2010 – 13)

- Promoting the development of sustainable housing
- Housing led regeneration
- Good housing for all

Homelessness Strategy (2014 – 17)

- Prevent homelessness
- Have appropriate housing pathways, including advice and support, for homeless households.
- Good homes for all.

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3. Accessing Social Housing in Telford & Wrekin

Background

3.1 Telford & Wrekin Council transferred its housing stock to a number of RPs in 1999. The Council does not now have its own housing stock and all social housing in the borough is owned and managed by RPs. However, the Council still has important housing responsibilities which contribute to providing opportunities to improve the borough and resident's lives.

3.2 While not a landlord, the Council it is still the strategic housing authority for the borough. It has duties under the Housing Act 1996 related to preventing and addressing homelessness and providing housing advice and assistance. These include the provision to make allocations through nominating to Registered Providers (housing associations) who own or manage homes in the area. The Council's broader housing responsibilities include meeting local housing needs (including the needs of the most vulnerable) and making best use of borough's housing stock.

3.3 Up until 2014 there was an open housing register (waiting list) for most of the social housing in the borough. Up until then social homes were allocated through a choice-based lettings arrangement – 'Choose Your Home' (CYH). Following the closure of CYH in 2014 there are now a number of alternative local mechanisms in place (see below).

3.4 The Council has continued to make nominations to the four largest RPs where a customer is:

- accepted as homeless
- potentially homeless
- in very poor housing (as defined by Environmental Health)

The RPs may then give the applicant an over-riding priority for housing. While this is an option, the shortage of two bed room properties (the most frequently required home) may lead to long waits and excessive stays in temporary accommodation.

Following the Localism Act the Council also partly meets its statutory duty to arrange temporary accommodation for those accepted as homeless through properties owned by private landlords. Offers of privately rented accommodation are also used to prevent homelessness.

Accessing Social Housing in Telford & Wrekin

3.5 Telford & Wrekin Council does not operate a Housing Register (waiting list). A Register is run by 'Homes Direct', while The Wrekin Housing Trust operates its own managed arrangements (see below). Other RPs may operate their own register, seek nominations from The Council or advertise vacancies as they arise.

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3.6 Following the closure of CYH there are now **two** separate methods of letting *most* of the affordable homes in the borough, depending on the landlord:

- **The Wrekin Housing Trust** (700 – 800 vacancies per year).
  The Trust operates a managed lettings process – 'Rent a Home'. Applicants must complete an online application, at the end of which they are told whether or not they have been accepted into a small applicant pool retained for homes that are more frequently available. As one applicant in the pool accepts an offer and leaves the pool another can be accepted. Offers are made according to date of acceptance in the pool. Homes are advertised as they become available – there is no regular advertising cycle. Former applicants are not held in a list – applicants have to complete a new online application every time they apply for consideration.

  WHT also advertises 'Featured Homes' – properties less frequently available or less popular. Anyone may apply for one of these, but still has to complete the online application before being considered. Homes are offered on a *first come, first served basis.*

- **Sanctuary, Bromford and Bournville Village Trust** (total 200 - 300 per year)
  These three RPs now advertise their homes in Telford & Wrekin on the Homes Direct choice-based lettings scheme website. This is similar to the previous local arrangements under C*hoose Your Home*. This was set up in July 2013 by Lichfield District Council together with other local authority and RP partners. It is used in a number of local authority areas in conjunction with the respective housing allocation policies.

  There is a weekly advertising and letting cycle and applicants make bids on advertised homes. Each RP also has their own allocations policy and may also require additional commitments from applicants.

3.7 There are also a number of other RP and social housing providers in the borough who have a smaller housing stock. These include:

- Anchor Trust
- Boughey Roddam
- Habinteg
- Hannover
- Home Group
- Housing & Care 21
- KiP
- Maninplace
- The Abbeyfield Society
- YMCA

Homes may be let using various criteria, for example age, geographic location. Full contact details are provided in **Appendix 2**.

3.8 All Registered Providers also have their own allocation policies and applicants for housing must meet their respective eligibility criteria.

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Telford & Wrekin's Housing Options Service

3.9 Anyone needing advice or assistance with their housing situation may contact the Council's Housing Options Service. A Housing Options Officer can provide information on a range of matters including:

- Applying for social housing
- Finding a accommodation in the private rented sector
- What to do if homeless or facing eviction
- Applying for shared ownership housing

3.10 The Council's Housing Options Service offers free, independent housing advice on a range of housing options to everyone regardless of whether they own their own house, rent from a housing association or from a private landlord or lodge with someone else.

3.11 The Service will:

- Provide housing advice to an individual based on their circumstances
- Determine if the individual has a housing need and assess this need in relation to the Council's Housing Allocation Policy
- Where the individual is facing eviction or homelessness to establish when alternative accommodation will be needed.
- Identify if the individual needs help to retain their home or if moving home is the only option.
- Identify if the Council is likely to have any homeless duty to the person
- Assess the individual's financial circumstances so as many alternative housing options can be suggested.

3.12 The outcome will depend on the circumstances of the case, but the focus will be on trying to prevent homelessness and ensure that an individual is housed appropriately. Outcomes may include:

- Support to access social housing with a local RP
- Support to access privately rented housing
- Negotiations with landlords to prevent homelessness and enable people to remain in their current home.
- Provision of advice and assistance to access service which will support individuals in their homes and enable them to main their tenancy.

3.13 The Council will work proactively to prevent homelessness wherever possible. In some cases the Council will provide temporary accommodation including:

- whilst it investigates a case under homelessness legislation.
- to some households who appear to be homeless and who are prioritised under homelessness legislation.

Temporary accommodation will only be used as a last resort for a short period of time in cases there no other suitable housing options are available. This may be in Council managed accommodation, a housing association property or in the private rented sector.

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Other Services

3.14 Following the closure of *Choose Your* Home the Council has developed two new services to help local people to meet their housing needs:

- **Telford Housing Options**
  An online housing assessment tool which asks housing applicants a series of questions. It then uses responses to filter their housing needs and generate a personalised housing options report. This provides a range of tailored advice including, for example, advice on mortgage rescue, adapting homes or opportunities to access accredited private rented accommodation via *Telford Homefinder* (see below).

  Where social housing is identified as a viable option (taking account of the shortage of supply in relation to demand), customers will receive information on likely waiting times and links to the WHT and Homes Direct websites. Where the customer is homeless or threatened with homelessness they will be directed to the Council's Housing Options Team (see above).

- **Telford Homefinder**
  A web-based Lettings Agency managed by Telford & Wrekin Council which advertises private rented accommodation where the landlord and property have been accredited by the Council. This is linked to the Housing Options Assessment tool and is also a stand-alone Lettings Agency website.

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4. Legal and Statutory Requirements

4.1 The 1996 Housing Act (amended) requires all local housing authorities to:

- Have a Housing Allocations Policy that complies with relevant legislation and regulations
- State how social rented homes in their area will be let (e.g. offering a choice of housing accommodation, or the opportunity to express a preference)
- Make all allocations (and nominations) in accordance with the Policy
- Publish a copy of the Allocations Scheme and make it available free of charge to any person who asks for a copy.

4.2 Even though Telford & Wrekin does not have its own housing stock it must still adopt and publish a Housing Allocations Policy as, by law, it allocates homes when it:

- Nominates a person to be a secure or introductory tenant of accommodation held by another housing authority or.
- Nominates a person to be an assured tenant of accommodation held by a Private Registered Provider.

4.3 Allocation Policies must give reasonable preference to applicants with certain housing needs:

- Applicants who are homeless. This includes applicants where there is a statutory duty to rehouse as well as applicants who are intentionally homes and those who are not in priority need.
- Applicants occupying unsanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions.
- Applicants who need to move on medical or welfare grounds, including grounds relating to disability.
- Applicants who need to move to a particular locality in the district of the housing authority, where failure to meet that need would cause hardship (to themselves or others).

4.4 The Council is expected to work with local RPs to ensure that those in most housing need (as defined by its policy) are given preferential access to available social (or affordable) rented homes. The framework for the co-operation between a local authority and local RPS is provided by:

- **The 1996 Housing Act.** This states that where a local housing authority so request, a registered social landlord shall co-operate to the extent as is reasonable in the circumstances in offering accommodation to people with priority under the authority's allocation scheme.

- **The HCA's Consumer Standard.** This expects that RPs shall co-operate with local authorities' strategic housing function, and their duties to meet identified local housing. It includes assistance with local authorities' homelessness duties, and through meeting obligations in nominations agreements.

This may be expressed in a Nominations Agreement with an RP. The proposed content of these agreements is set out in **Appendix 3.**

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Current Guidance

4.5 Whilst there have been several codes of guidance on Housing Allocation schemes since the Housing Act 1996, the most recent is *The Allocation of accommodation: guidance for local housing authorities in England, 2012*. This includes the legislative changes and flexibilities introduced by the Localism Act, 2011.

4.6 There are a number of new statutory requirements:

- Local authorities must frame their allocations policy by reference to their homelessness and tenancy strategies.
- The right to a review (appeal) is extended to applicants that are determined not to qualify for the register, including the right to be informed of the decision of the review and the grounds for it.
- Authorities must not disqualify the following applicants on the ground that they do not have a connection with the authority's district:
  - members of the Armed forces and former Service personnel, where the application is made within five years of discharge
  - bereaved spouses and civil partners of members of the Armed Forces following the death of their spouse or partner
  - serving or former members of the Reserve Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service. In addition, injured members of the forces or their bereaved spouses must be given additional preference compared to others with similar housing needs.

4.7 The Localism Act also gave each local authority the freedom to disqualify certain types of applicants. Examples may include:

- People with no local connection – either a term of residence in the area, or a strong connection with it.
- People with no housing need or who do no fall within the reasonable preference groups.
- Owner-occupiers (unless they cannot afford to meet their own housing needs)
- People with a history of severe tenancy breaches (including rent arrears) or antisocial behaviour.
- People who have worsened their own housing circumstances
- People who have refused offers, failed to attend viewings or not actively engaged in the property application process.

4.8 The Localism Act also introduced the requirement for each local housing authority to prepare and publish a Tenancy Strategy. This must set out the matters to which Registered Providers are to have regard in formulating their own policies on tenancies. RPs are now no longer required to let general needs homes on the most secure form of tenancy possible but can now offer tenancies on shorter terms. Telford & Wrekin Council's Tenancy Strategy is set out in a separate document.

4.9 Telford & Wrekin Council is committed to equal opportunities in housing. We will ensure that priority for housing is based on housing need and housing policies are fair to all sections of the community regardless of age, disability, gender, marriage, civil partnership, pregnancy, maternity, race, religion, belief or sexual orientation.

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5. Priorities for the Allocation of Social Housing in Telford & Wrekin

Overview

5.1 This part of the Allocation Policy describes the Council's priorities for the allocation of social housing in Telford & Wrekin. This includes:

- Who is **eligible** for the allocation of social housing in the borough
- How the Council wishes to use the **flexibilities** provided by the Localism Act
- Local **priorities** – including the statutory reasonable preference groups and additional local priorities.

5.2 The policy and processed are intended to be as clear and simple as possible. The Council will use the Allocations Policy as the basis for working with local RPs, taking account of local needs and priorities. The Policy also reflects the Localism Act and the impact of welfare reform. From time to time this policy may be reviewed to reflect local circumstances.

5.3 The Council's Allocation Policy uses a priority banding system to assess the relative housing need of applicants. Applicants are also prioritised within specific bands by date of their application. There are four priority bands (see below) which are similar to those used by Homes Direct (see 3.6 above). Nominations to RPs will be prioritised by Band first, and then by length of waiting time.

Eligibility

5.4 The Secretary of State has determined that the following groups of people are ineligible for social housing (and also homelessness assistance) and should not be made an offer of accommodation:

- Those subject to immigration control and not re-included by Regulations
- Those persons from abroad prescribed by Regulations to be ineligible.

Flexibilities

5.5 Under the Localism Act (see page 13 above) local housing authorities have the freedom to disqualify certain types of applicants or give them a lower priority. The Council wishes to promote the following flexibilities in its Allocation Policy

Local connection

Priority for all forms of social housing should generally be given to local people. This includes established local residents and those who have a strong local connection with the borough including significant previous residence, local employment or family links. The definition of local connection used by the Council is set out in **Appendix 4**.

While there is currently a general shortage of housing supply in relation to need, in some areas the supply of certain property types, such as three/four bed family homes or certain types of specialist housing, may be greater than current demand, leading to long empty property times. Applicants who do not meet the local connection definition are not excluded from applying for social housing. They may however be placed in the lowest priority band.

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Housing applicants will be given the opportunity to establish a local connection, for example there they have no connection elsewhere, are fleeing domestic abuse, need to move to take up work or supply an essential service, or need to support relatives or be supported).

Armed forces personnel discharged within the last five years will have a right to local connection.

No housing need

Applicants with no identified housing need will qualify for the lowest priority band. In some areas there may be an imbalance of supply and demand for certain property types and there is a need to avoid long empty property times.

Owner-occupiers

Applicants who have the resources to meet their own housing needs would generally not be supported in the allocation of social housing, except where they have high housing needs and are unable to help themselves.

People with a history of tenancy breaches

RPs' own allocation policies may disqualify an applicant from being offered housing. However the Council cannot apply this to accepted homeless households. Where the Council wishes to nominate an accepted homeless household who has previously breeched their tenancy (e.g. left with rent arrears) it will discuss the individual circumstances with the RP.

People who have worsened their own housing circumstances

Where an applicant has deliberately worsened their own housing circumstances they may be placed in the lowest priority band. However the Council will take into account the applicant's circumstances, e.g. the welfare of children.

People who have refused offers of properties or failed to attend viewings.

As the Council does not have its own housing stock this qualification is not relevant. RPs may include this in their own allocation polices and the Council will ask to be informed if they are refusing a nomination for this reason.

<u>Priorities</u>

5.6 The Council's Allocation Policy and priorities for housing are based on a banding system. There are four bands under which the potential housing circumstances of applicants may be considered. The bands take into account applicants who should be given 'reasonable preference', 'additional preference groups' and local lettings priorities. Registered Providers should consider these when allocating their general needs homes. The Council will use this banding to help determine where it is able to offer assistance and support to secure other forms of housing, e.g. private rented housing.

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5.7 The Council wishes to see 'additional preference' given to the following groups:

- Those who would otherwise become homeless, which a planned move could prevent
- Those supported by council homelessness prevention initiatives
- Those whose health will significantly deteriorate without a move
- Those moving on from supported or specialist accommodation
- Those in adapted properties where the adaptations are no longer required
- Those needing to move to take up employment or to make it easier to get to work
- Households living in overcrowded accommodation
- Those who are underoccupying a home which could be used to provide a home for a larger family

These apply to General Needs Housing. Also see 'Supported and Specialist Housing' below.

5.8 The Allocation Policy is currently based on **four** Priority Bands:

- Band A - Emergency and high priority
- Band B - Urgent need to move
- Band C - Identified housing need
- Band D - Low housing need

Full details of the specific needs in these bands are set out in **Table 1** below**.**

5.9 The Council will also prioritise nominations by the date of their housing application.

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Table 1. Allocations Policy - Priority Bands

Band	Criteria	Examples of need
Band A	Emergency and high priority	▪ Statutory Homeless applicants who are owed a full housing duty ▪ Medical emergency ▪ Move to allow major repairs, modernisation or redevelopment ▪ Overcrowding and short of 3 or more bedrooms ▪ Ongoing domestic violence or harassment that can only be resolved by moving home ▪ Applicants leaving the armed forces ▪ Under occupying by 1 or more bedrooms.
Band B	Urgent need to move	▪ Other homeless applicants and those who are under threat of being homeless ▪ Applicants moving on from supported or specialist accommodation (with the agreement of the provider) ▪ Overcrowding and short of 2 bedrooms ▪ Lacking basic facilities ▪ Families with children under 10 years old living in upper floor flats with no lifts ▪ Loss of tied accommodation ▪ Applicants needing to move to take up employment or to make it easier to get to work.
Band C	Identified housing need	▪ Applicants who have been approved as foster or adoptive parents and require an additional bedroom to facilitate a placement ▪ Applicants who need to be closer to family and friends ▪ Applicants with any other reasonable housing needs ▪ Overcrowding and short of 1 bedroom ▪ Sharing facilities with another household ▪ Property in minor disrepair
Band D	Low housing need	▪ Applicants who have no identified housing need ▪ Applicants who have deliberately worsened their housing circumstances ▪ Applicants who owe debt to a current or previous landlord for rent, service charges and other property related recharges and don't have an agreement in place.

5.10 The Council may vary these bands or priorities from time to time but will consult on any proposals to change the bands or priorities.

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Local Lettings Plans

5.11 Local Lettings Plans may be used by the Council and RPs to allocate homes to specific groups of people whilst still taking account of allocation priorities. LLPs should not discriminate directly or indirectly on any equality grounds.

5.12 The agreement of a LLP will normally be linked to a planning consent for a new housing scheme and included as part of a S106 Agreement for that development. They may also relate to existing homes. LLPs in Telford & Wrekin should cover all affordable tenures including rent and low cost home ownership (shared ownership or similar).

5.13 The Council will work with RPs in the borough to identify neighbourhoods, areas and schemes which would benefit from a local lettings plan (LLP). LLPs may be used to:

- Enable the allocation of all new schemes to a mix of tenants in order to develop a sustainable community
- Enable an existing community to become more sustainable
- Allow those living in rural areas, or areas of high demand in relation to supply, to have priority for schemes in their village or locality.
- Enable more sensitive lettings on schemes which have high levels of anti-social behaviour.

5.14 LLPs will include details of:

- Aims and objectives
- Letting criteria, for example age, household size/composition, personal circumstances, employment, local connection.
- Types of tenancies
- Scope and duration
- Monitoring and review arrangements
- Equalities Impact Assessment

5.15 LLPs may also be agreed in other circumstances where there is evidence that local communities would benefit from such a plan and there is no significant adverse impact on other communities.

5.16 The Council will work with RPs on the preparation of LLPs to ensure that they are agreed formally before a property is advertised or allocated. In addition:

- The equalities impact of a LLP will be considered before it is agreed.
- LLPs will have clear criteria which are published when a property is advertised.
- All LLPs will include a formal date for a joint review to ensure that they are still appropriate and relevant.

Local Connection Policies

5.17 In rural parts of the borough and some other areas, e.g. Newport, the Council will use its planning powers to influence the initial allocation and subsequent relet of all new social properties (for rent or low cost home ownership). These will be restricted in the first instance to established local residents of the parish (or those that that have a strong local connection to it) and who have a housing need. This will be achieved by the use of a legal S106 agreement linked to the planning consent which will set out the local connection criteria and the timescales after which the search for applicants

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can be widened out. In rural areas and certain other areas the Council will seek to work closely with the respective Parish Council or equivalent. Full details are provided in **Appendix 4**

5.18 Most of the existing social properties in rural parishes are not subject to a legal agreement restricting their allocation to applicants with a local connection. However the Council will encourage RPs to relet them in future using LLPs to prioritise applicants with a local connection.

Shared Ownership Housing

5.19 The local connection criteria and allocation processes described above will also apply to other forms of affordable housing, including shared ownership housing in rural parishes and other selected areas. These homes should be advertised though the mechanisms described in 3.6 above. They may also be promoted in other ways, e.g. local newspapers, newsletters or websites. The Council also strongly encourages RPs to advertise these properties through the local *Help to Buy Agent.* Applicants should demonstrate that they are unable to afford to buy on the open market in the location where they have a local connection and are also able to afford their full housing costs.

Supported and Specialist Housing (including Extra care housing)

5.20 Some forms of supported and specialist housing in the borough is not under the scope of this Housing Allocation Policy. This accommodation will be allocated to applicants with housing and care/support needs in a different way, generally following a joint Housing and Care Pathway.

5.21 Potential applicants may be referred to this form of housing by a key worker from housing, social care, health or probation. For some schemes applications may be invited. There are schemes available for:

- Younger people
- Older people
- Ex-offenders
- People with mental health needs
- Drug and alcohol abuse
- Victims of domestic abuse
- Homeless people
- Adults with learning disability
- Adults with a physical or sensory disability

5.22 Some supported or specialist accommodation may be for short period, perhaps between 6 months and 2 years. Some accommodation may be long term or a ‘home for life’.

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6. Working with Local Registered Providers to meet Housing Needs

6.1 Under the HCA's Regulatory Framework, RPs will co-operate with local authorities' strategic housing function and their duties to address homelessness and meet identified housing needs. As part of the process of developing a new Housing Allocation Policy the Council will agree new formal arrangements with local RPs to nominate housing applicants to a proportion of their vacant affordable homes

6.2 The Council will negotiate an Overarching Nominations Agreement with the main local RPs. It will request nomination rights for 50% of RP vacancies (initial lettings and relets). In the first instance this will focus on priority housing applicants (including people who are statutorily and non-statutorily homeless) which will be managed through its Housing Options Team. Where the Council has provided free or discounted land, or other material assistance, it will request 75% nomination rights. The Council will ensure that its nominations are appropriate and timely to help create stable neighbourhoods and keep people housed adequately. Nominations by the Council will be through a formal operational process agreed with RPs (See Appendix 3).

6.4 The Council will work closely with local RPs to ensure that tenancies are sustained. It will help ensure that nominated applicants receive full support and practical assistance to achieve and maintain a tenancy. These measures will complement existing social inclusion, employment preparation and tenancy sustainment initiatives by RPs.

6.5 Nominations may also be linked to planning consents for new developments and included in S106 agreements. In addition Local Lettings Plans will be agreed to support housing allocations (where appropriate) to established local residents or those with a strong local connection (see page 18 above).

6.6 The Council will monitor its nominations on a monthly basis. It will use the existing Housing Partnership Meeting as the forum for discussion between Council Officers and the RPs. This will also consider the impact of current and future reforms to welfare benefits, the incidence of homelessness (including the geography and make up of housing need) and the implications of some RPs taking a more commercial approach to allocations. A full evaluation of nominations will be undertaken as part of an annual review of the Housing Allocations Policy.

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7. Conclusions and Next Steps

7.1 The Council will consult formally on its draft Housing Allocation Scheme and Policy with partners and stakeholders. The draft document will be reviewed following the consultation and a final version will be published and distributed as soon as possible and 31st October 2015 at the latest. A summary version will also be produced.

7.2 Prior to the finalisation of the document the Council will undertake a full impact assessment.

7.3 The Council will monitor the implementation of the Scheme and Policy regularly with RPs and stakeholder and undertake a full formal review after two years. Partners and stakeholders will be involved in the review. The Council will consult on proposals for any significant changes.

7.4 Following the publication of the final document the Council will:

- Work with local RPs to agree a formal nomination agreement for General Needs housing.
- Work with local RPs to review current Local Lettings Plans and agree common principles for their preparation.

These actions will be completed by 31st December 2015 at the latest.

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REFERENCES

- The Housing Act, 1996
- The Localism Act, 2011
- Allocation of accommodation: guidance for local housing authorities in England (2012). DCLG
- A New Approach to Supporting Housing Options. Telford & Wrekin Council Cabinet, 26th June 2014.
- Homelessness Strategy, Telford & Wrekin Council (2013)

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APPENDIX 1

TELFORD & WREKIN COUNCIL TENANCY STRATEGY

Introduction

Under the Localism Act 2011 local housing authorities must prepare and publish a Tenancy Strategy. This must set out the matters to which registered social housing providers (RPs) are to have regard to in formulating or reviewing their policies on tenancies. RPs should be actively informed of the direction provided by the Tenancy Strategy and consider it every time they review their policies.

Under the Localism Act RPs no longer have to let general needs homes on the *most secure form of tenure* possible, but can offer a 'flexible' or fixed term tenancy on affordable and social rented homes. All RPs must set out their approach to tenure in their own tenancy policy. This explains:

- The kind of tenancies they will create
- The circumstances in which they will do this
- The length of tenancy terms
- The circumstances in which a further tenancy will be granted

Links are provided below to the tenancy policies of the largest RPs in the borough:

- Bromford Housing Group
- Bournville Village Trust
- Sanctuary Housing Group
- The Wrekin Housing Trust

Use of Fixed Term Tenancies

The Council's preference is for use of secure, lifetime tenancies. However it recognises that RPs have the flexibility to offer fixed term tenancies of various lengths. Where RPs do use fixed term tenancies it is requested that they consider the following:

- A minimum 5 year fixed tenancy, wherever possible. This provides greater stability and certainty for tenants and families. It will also help to create a sustainable community.
- Longer tenancies (for example, 10 years) are used where the property is specialist or adapted to meet the needs of a disabled person.
- Lifetime tenancies are used for sheltered housing or extra care housing.
- Shorter tenancies (for example, two years) are used where someone is expected to move on to more permanent accommodation or requires short term housing.
- Tenancy type to be maintained when a tenant transfers within an RP's stock.
- Fixed term tenancies are not used to address breeches of tenancy, where there are existing legal remedies
- The termination of fixed term tenancies should not be linked to household income.

Where a fixed tenancy is used, RPs should give tenants appropriate advice and information about their housing options at the time of letting and when a carry out a tenancy review.

The Council expects RPs to renew all fixed term tenancies other than where the tenant's circumstances have changed significantly, e.g. significant under occupation, where specialist housing is no longer required. In these cases tenants should be treated sensitively and offered a more suitable home with the same or other RP.

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The Council supports the use of introductory or probationary tenancies by RPs for new tenants.

Reviewing a Fixed Term Tenancy

RPs should set out within their Tenancy Policy how frequently a fixed term tenancy will be reviewed and the factors that will be considered, e.g. size of property/family composition, special features/adaptations and the continued need for them. The review should assess a tenant's circumstances and explore their available housing options.

A tenant should be given at least six months notice if an RP is planning to end a tenancy. The RP should give reasons for the decision to end a tenancy and information on how to make an appeal.

RPs should formally notify the Council's Housing Options Team immediately where they have taken a decision not to renew a tenancy.

A tenant should be allowed to remain in their property at the end of the tenancy until a suitable alternative has been found.

The Council will work with local RPs to monitor the use of fixed term tenancies, including their review, renewal and termination.

Affordable Rents

The Council recognises that many new fixed term tenancies for social housing are at *affordable* rather than *social* rents. It will monitor the extent to which affordable rents are actually affordable to people in housing need, particularly in the light of national welfare reforms. In some cases or geographic areas the Council will encourage the letting of social homes at social rents. The Council also expects RPs to consult with it over proposals to convert social rented relets to affordable rents.

Nominations

Telford & Wrekin Council expects to retain its nomination rights to social housing vacancies. It will seek the assistance of local RPs to use these to discharge or meet its statutory duties and strategic housing responsibilities.

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APPENDIX 2

CONTACT DETAILS

Telford & Wrekin Council

Service	Telephone	Web site
Housing Options	01952 381925.	http://www.telfordhousingoptions.co.uk/
Homelessness	01952 381925	http://www.telford.gov.uk/info/200117/homeless
Telford Homefinder	01952 381875 / 381877	http://www.telfordhomefinder.co.uk/

Registered Providers

Organisation	Telephone	Web site
Bournville Village Trust	0300 333 6540	https://www.bvt.org.uk/
Bromford	0330 1234 034	http://www.bromford.co.uk/
Sanctuary	0800 131 3348 / 0300 123 3511	http://www.sanctuary-housing.co.uk/
The Wrekin Housing Trust	01952 217100	https://www.wrekinhousingtrust.org.uk/

Other Organisations

Organisation	Telephone	Web site
KiP Project	01952 256007	http://www.thesalvationarmykipinformationproject.org/
Maninplace	01952 259204	http://maninplace.org.uk/home.html

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APPENDIX 3

DEVELOPING HOUSING NOMINATION ARRANGEMENTS WITH REGISTERED PROVIDERS

Nominations must be appropriate and timely to help create stable neighbourhoods and keep residents housed adequately. The Council's formal nomination agreement with Registered Providers will include the following:

- definition of a 'net letting' (or 'true void').
- a nomination entitlement figure (or range of figures applicable to different circumstances) expressed as a percentage of net lettings (or true voids).
- the respective roles of the Council and the RP in selecting and prioritising applicants.
- the agreed method for identifying and counting referrals to the RP as a nomination and for counting lettings to nominations.
- grounds for the refusal of nominations by the RP and a dispute resolution mechanism. where Council and RP are in disagreement.

The nomination agreement will also include relevant operational issues, e.g.

- the nominations process (e.g. whether 'applicant-led' or 'vacancy led').
- the number of nominees to be referred to each vacancy (where 'vacancy led').
- the information about vacancies and nominees to be supplied by respective parties.
- an agreed procedure for the acceptance and rejection of nominees.
- agreed timescales for each stage of the process.
- arrangements for performance monitoring and review

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APPENDIX 4

LOCAL CONNECTION

Defining a Local Connection

For the purposes of this Allocation Policy a *local connection* to the borough as whole will be considered to be:

- Lived in the borough for three of the last five years *or*
- Employed in the borough or have a firm offer of employment in the borough (employed means anyone working more than 16 hours per week in the borough, but excluding casual work) *or*
- Returning to live in the borough having lived there previously for not less than three years *or*
- Have close family in the borough who have lived there for at least three years (Close family means a close relative such as a parent, grandparent, adult child, grandchild, adult sibling, common-law partner or civil partner) *or*
- Need to live in the borough to care for, or receive care from close relatives (same definition as close family) or
- Have special circumstances which the local authority may consider to warrant the applicant living in the borough

Local Connection and Rural Parishes in Telford & Wrekin

The Rural Area of Telford and Wrekin includes the following parishes:

- Chetwynd
- Chetwynd Aston & Woodcote
- Church Aston
- Edgmond
- Ercall Magna
- Eyton upon the Weald Moors
- Kynnersley
- Lilleshall & Donnington (rural part)
- Little Wenlock
- Preston upon the Weald Moors
- Rodington
- Tibberton & Cherrington
- Waters Upton.
- Wrockwardine (rural part)

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For the purposes of this Allocation Policy a *local connection* to a rural parish will be considered as:

- Lived in the parish for three of the last five years *or*
- Employed in the parish or have a firm offer of employment in the parish (employed means anyone working more than 16 hours per week in the parish, but excluding casual work) *or*
- Returning to live in the parish having lived there previously for not less than three years *or*
- Have close family in the parish who have lived there for at least three years (Close family means a close relative such as a parent, grandparent, adult child, grandchild, adult sibling, common-law partner or civil partner) *or*
- Need to live in the parish to care for, or receive care from close relatives (same definition as close family) or
- Have special circumstances which the local authority may consider to warrant the applicant living in the parish

'*Cascade arrangements'* will operate as follows:

a) If within one month of the property being advertised no applicants who meet the above local connection criteria can be identified, the property can be allocated to persons who have a local connection to bordering parishes provided that they are within the Borough of Telford and Wrekin.

b) If within a further month no applicants who have a local connection to bordering parishes can be identified, the property can be allocated to persons who have a local connection to any rural parish in Telford & Wrekin.

c) If within a further month no applicants who have a local connection to any rural parish in Telford & Wrekin can be identified, the property can be allocated to persons who are housing need and are normally resident in the Borough of Telford and Wrekin.

A Local Lettings Plan will be agreed between Telford & Wrekin Council, the local Parish Council and the Registered Provider. This will ensure that properties are allocated in accordance with the criteria, without individuals' information being shared.

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TELFORD & WREKIN COUNCIL

CABINET – 25 JUNE 2015

REQUEST FOR DELEGATED POWERS UNDER THE TRANSPORT ACT 2000 TO DESIGNATE SECTIONS OF HIGHWAY AS QUIET LANES OR HOME ZONES

REPORT OF THE ASSISTANT DIRECTOR OF NEIGHBOURHOOD AND CUSTOMER SEVICES

LEAD CABINET MEMBER – CLLR ANGELA McCLEMENTS

PART A) – SUMMARY REPORT

1. SUMMARY OF MAIN PROPOSALS

1.1 Under the Transport Act 2000 and The Quiet Lanes and Home Zones (England) Regulations 2006, Highway Authorities are able to formally designate rural lanes as 'Quiet Lanes' to protect their rural character from expected increases in traffic growth. Home Zones aim to improve the quality of life in residential roads by making them places for people instead of just being thoroughfares for vehicles.

1.2 At present the Council's Constitution does not state who has the delegated power to designate a road as a 'Quiet Lane or Home Zone' and Cabinet are requested to approve delegated powers to the appropriate Cabinet Member and Assistant Director to enable the formal consultation and legal processes to commence.

2. RECOMMENDATION

2.1 That Cabinet delegate powers to the Assistant Director for Neighbourhood & Customer Services in consultation with the Cabinet Member for Communities, Regeneration and Transport for the designation of Quiet Lanes and Homes Zones in accordance with powers given to the Council by the Transport Act 2000 and the Quiet Lanes and Home Zone (England) Regulations 2006.

3. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Co-operative Council priorities?	
	Yes	Contributes to providing safe, clean and well maintained neighbourhoods
	Will the proposals impact on specific groups of people?	
	Yes	The proposals will help encourage sustainable access and activities in communities.
TARGET COMPLETION/DELIVERY DATE	This report will be relevant to all future requests to designate roads as a Quiet Lane or Home Zone.	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes/No	There is no direct financial impact of approving the recommendations within this report. However, the designation of a Quiet Lane or Home Zone scheme will require expenditure on signage and possibly other traffic management measures. This expenditure will be funded through the existing Highways Capital Programme, other approved budgets, and/or contributions from external bodies such as Parish Councils. There is currently no provision set aside from existing budgets for such works, so any requests will have to be considered against other programmed highways projects. JAC 210515
LEGAL ISSUES	Yes	Section 268 Transport Act 2000 allows a local traffic authority to designate any suitable road for which they are the traffic authority as a Quiet Lane or a Home Zone. Designated roads should be recognised as places where prescribed local activities may be carried out, as well as being public thoroughfares. The Quiet Lanes and Home Zones (England) Regulations 2006 set out the processes and procedures required before a highway can be designated as a Quiet Lane or Home

		Zone. Associated 'use' and 'speed' Orders can be implemented once a Quiet Lane or Home Zone has been established but not before. The powers to be delegated to the Cabinet Member and Assistant Director of Neighbourhood and Customer Services will include the power to create associated use and speed orders. It will be the responsibility of the Council to ensure that all of the legal requirements connected with any such road designations and creation of associated orders are complied with. The Use Orders may not permit a person to wilfully obstruct the lawful use of a road by others, or to use a road in a way which would deny reasonable access to premises situated on or adjacent to the road.
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	Quiet Lane and Home Zone schemes will help meet key goals and objectives from the Council's Local Transport Plan, these include; • Reducing carbon emissions by promoting sustainable travel • Improving accessibility by promoting equality of opportunity for all
IMPACT ON SPECIFIC WARDS	Yes	The objective is to promote sustainable travel and improve and maintain the quality of life for residents in the area where a Quiet Lane or Home Zone is designated.

PART B) – ADDITIONAL INFORMATION

4. INFORMATION

The Campaign to Protect Rural England (CPRE), now known as Nature England campaigned in the late 90's to protect country lanes from the adverse effects of traffic growth and as part of a wider strategy to promote

environmentally sustainable transport and lower speed limits on rural country lanes and in villages.

The Transport Act 2000 gave Local Authorities the legal framework to designate Quiet Lanes, however many Local Authorities remained reluctant to do this in the absence of any formal regulations. The Quiet Lanes and Home Zones (England) Regulations 2006 gave greater guidance on how to establish the concept of Quiet Lanes.

It is recommended that designated Quiet Lanes should have no more than 1000 motor vehicles per day and vehicle speeds should be kept to levels appropriate to the mix of uses and activities expected. Usually this is reflected in an 85%ile speed of 35mph (the highest speed recorded by 85% of the traffic surveyed). Quiet Lanes do not have to have physical traffic calming measures to achieve these conditions and their designation will centre on minor rural roads or networks of minor rural roads appropriate for shared use by walkers, cyclists, horse riders and other vehicles. Quiet Lanes are characterised by Quiet Lane entry and exit signs to remind drivers that they are entering or leaving a Quiet Lane, a place where they may expect people to be using the whole of the road space for a range of activities.

Home Zones can be designed as part of new residential developments or retrofitted into existing residential areas by redesigning the streets. Traffic flows within Home Zones should be low; no more than 100 motor vehicles during the afternoon peak is recommended, with little or no through traffic. The intention should be to ensure that, for example, children can play games or that people can stand and talk in safety, even though they may need to move occasionally to allow vehicles to pass. Home Zone entry and exit signs remind drivers that they are entering or leaving a Home Zone, a place where they may expect people to be using the whole of the road space for a range of activities, including children playing.

In the same way that consideration is currently given for instance to changes to speed limits and the introduction of traffic calming, the merits of any application for the designation of Quiet Lane or Home Zones status will be carefully considered in light of the guidance given in the Quiet Lanes and Home Zones (England) Regulations 2006, including the requirement to consult with communities and those likely to be affected by proposals and having regard to the benefits likely to be achieved from introducing a scheme. Similarly, proposals would only be taken forward where appropriate funding can be identified, whether from approved Council budgets and/or external sources.

5. IMPACT ASSESSMENT – ADDITIONAL INFORMATION

None

6. PREVIOUS MINUTES

None

7. BACKGROUND PAPERS

Report prepared by Keith Harris, Service Delivery Manager – Transport & Highway Development, Telephone: 01952 384601

TELFORD & WREKIN COUNCIL

CABINET – 25th JUNE 2015

PROCUREMENT UPDATE

REPORT OF ASSISTANT DIRECTOR OF LAW DEMOCRACY AND PEOPLE SERVICES

LEAD CABINET MEMBER – LEE CARTER

PART A) – SUMMARY REPORT

1. SUMMARY OF MAIN PROPOSALS

For Members to consider the update of the Council's Procurement Intentions Documents and general progress with effective procurement

2. RECOMMENDATION

2.1 Cabinet to note the procurement updates in this report;

2.2 Cabinet to note the Procurement Intentions Document (Appendix A) and where indicated, approve delegation to the appropriate officers (as per the Contract Procedure Rules) to progress new procurements through the tender process to contract award.

3. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Co-Operative Council priority objective(s)?	
	Yes	Best value procurement in line with the Contract Procedure Rules promote engagement of local suppliers and stakeholders
	Will the proposals impact on specific groups of people?	
	No	
TARGET COMPLETION/DELIVERY DATE	The Procurement Intentions Document is a live document regularly updated by SDMs throughout the year with updates to Cabinet every 6 months at a minimum	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes	The Council continues to face significant financial challenges as Government funding is cut. Ongoing savings of £70m have been made since 2009/10 and total savings are expected to be in excess of £100m by 2018/19. Procurement savings have totalled nearly £9m since 2009/10 with a further £2.4m identified in the 2015/16 budget strategy,

		highlighting that effective procurement is a key part of the council's Service & Financial Planning Strategy. The Procurement Intentions document contributes to delivering value for money through procurement.
LEGAL ISSUES	Yes	The procurement intentions document, Appendix A, is both transparent for all businesses to be able to see and prepare for forthcoming procurements that the Council will be undertaking but also is a transparent process to evidence appropriate delegations to officers. The delegations sought in this report are for officers to be able to commence and complete the procurement activity detailed in Appendix A and for contracts to be executed, depending upon their value, either under seal or under hand and as such the decisions sought are key decisions. Where procurement activities are above the EU Public Procurement thresholds as well as compliance with the Council's Contract Procedure Rules, the relevant law is contained in the Public Contracts Regulations 2015 (as amended). Each procurement will need to follow due process in accordance with the Council's constitutional internal and legislative requirements, with advice from Strategic Procurement Team and Legal Services
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	The Procurement Intentions document can be published externally. This helps the Council's supply chain prepare for up and coming tender opportunities.
IMPACT ON SPECIFIC WARDS	No	

PART B) – ADDITIONAL INFORMATION

4. INFORMATION

4.1 In the last 6 months the Procurement Team have supported officers to deliver fit for purpose contracts. These have been achieved through pre tender engagement to understand the market and inform the specifications, considerable advertising of requirements with a focus around use of social media and local networks and robust tendering and evaluation. Delivering robust contracts deliver the required outcomes and provide best value which ultimately will deliver savings.

4.2 Recent procurement savings to date range from a few thousand pounds up to a million pounds and show that good procurement can make savings at any level;

Network and Telephony Contract	The competitive tendering resulted in a new contract with the current supplier with savings of £1.1M over 10 yr life of the contract.
ICT Hardware	Original contract was for £3m, the new contract has been competitively tendered and awarded, in line with the ICT strategy, with a whole life cost reduced to £150k
Banking Tender	Switching from HSBC to Lloyds through a full formal tender will save £65k over 5 years
Medical Transport	Full competitive tendering realised £130k savings
Personal Hygiene services	£30k saved by moving satellite buildings on to the current corporate contract
Fuel Cards	Move from AllStar to Barclays will provide a saving of £2.5k
Government Procurement Card	Mini tender through national framework, will move from Barclaycard to Lloyds and will increase annual rebate to £3k

4.3 Above are cash savings but there is also a large amount of non cashable added value savings brought about by the team considering our Social Value duty and supporting a more proactive category or market sector approach prior to and during contracts ;

- Recent event for Domiciliary Care Providers on how to be 'Tender Ready'.
- Key presence at the Social Value in Construction West Midlands Event to understand how worklessness is being tackled through innovative contracting.
- Where able, negotiating current contracts in accordance with best value duties.

4.4 The Council is able to consider it duties under The Social Value (Public Services) Act as part of the overall tender evaluation process for any services where possible (those where a relevant and proportional social value measure can legally be applied). In these cases, officers look for suppliers to share how their organisation supports the Council's priorities to tackle unemployment, help build sustainable communities and increase business in the borough.

4.5 Suppliers can also be encouraged to present their own Social Value Return on Investment. This will show that for every pound the Council spend with them, the Council receives probably twice or more its value in benefit for example through the employment of long term or young unemployed, a reduction of carbon emission, by working with borough supply chains and apprentice opportunities are realised.

4.6 The Council is therefore managing its social value duty in two ways, by listening, working with and supporting individuals, SMEs and Micro Providers pre tender and giving opportunity to suppliers who are ultimately bidding, to present how they can return added value to us as detailed above.

4.7 The latest procurement intentions document, attached at Appendix A, details the anticipated procurement activity across the council for the next 6+ months. This is a live document regularly updated by SDMs with the current status of their projects. Some projects are still ongoing from the last update in February 15 and progress can be seen in the updated comments. All values are indicative. In all cases detailed, social media and our webpage are used to market opportunities to encourage local business to bid as well as national organisations.

4.8 The highlights on the documents for this update are;

- The Print Solutions Tender; the council rationalised printers and replaced most with multifunctional devices three years ago. Technology has now moved on with other cost saving office automation equipment now available on the market. There is also a need to review the management of the service and to seek options to enable us to support our customers, such as schools and parishes, with an updated offer. There are national frameworks available as well as local offers and we will be carrying out pre tender market research to inform the specification. The current contract value is between £400k and £550k and any new service will need to make reduction in those costs and improve on service delivery and reliability.

- There are a number of service reviews taking place both in Adult Social Care and the Children and Young People Social Care. The results of these reviews will lead to different styles and types of tendering and contractual arrangements with businesses, voluntary and non for profit organisations. There will be a move to outcomes based contracts which in turn will need robust contract management. We will also be optimising use of best value in house services.

4.9 The Strategic Procurement Team continue to mobilise themselves to support areas where savings are a priority. This is not only internally but externally as the team now support a number of parish councils and an out of county school to support best practice procurement.

5. IMPACT ASSESSMENT – ADDITIONAL INFORMATION

6. PREVIOUS MINUTES

Procurement Update CB-99 26 February 2015

7. BACKGROUND PAPERS

Report prepared by Sarah Bass, Strategic Procurement Ext 82470

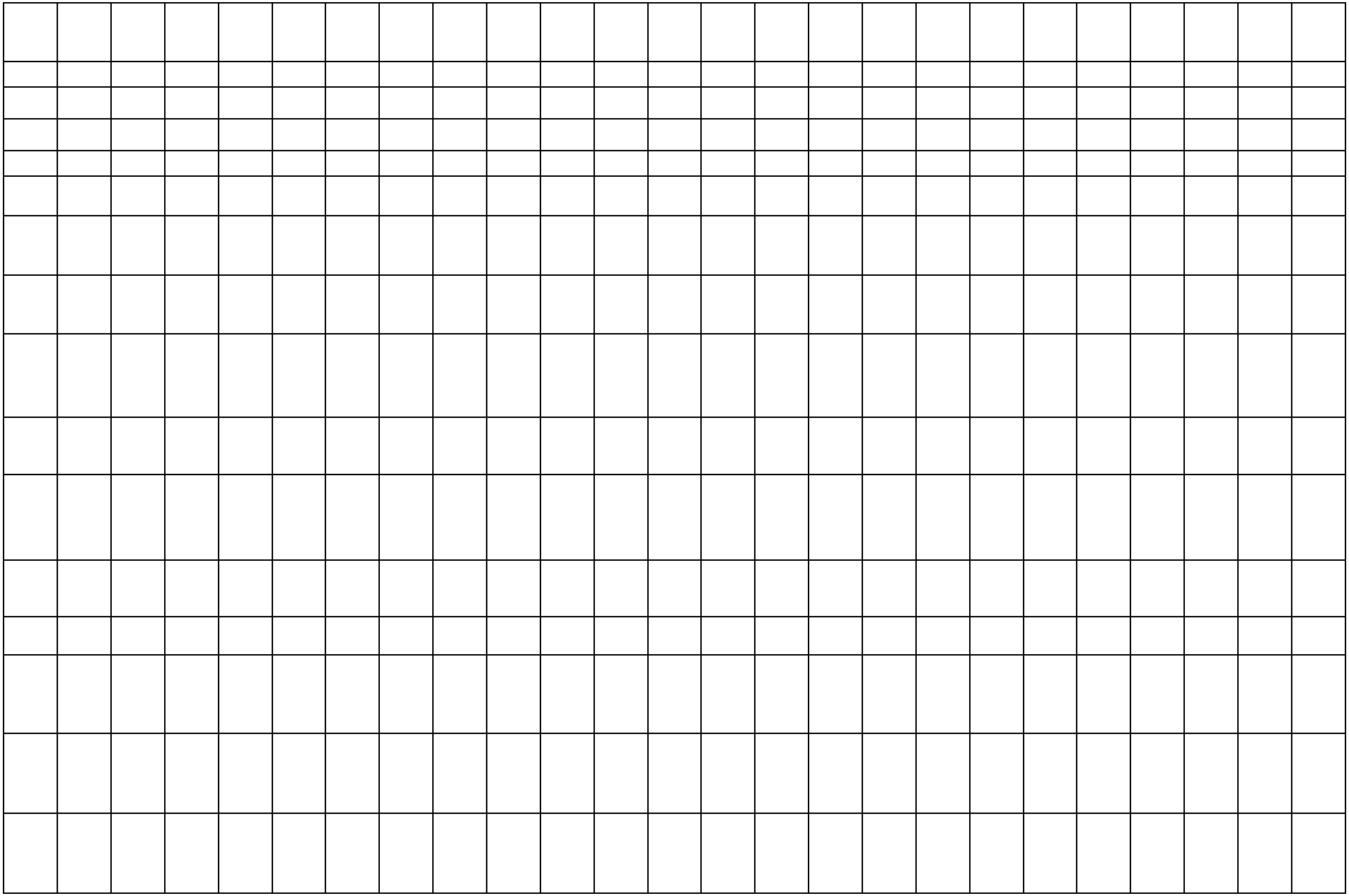
Service Area	Key Commissioning /Procurement Intentions	Major contract < £500k /Minor >£500k	Indicative Value of final Contract	Cabinet Approval to Proceed > £500k	Officer Approval to proceed <£500k	Comments	Contract Award Due Date	
Cooperative Council Delivery Team	Your Voice - distribution	Minor	£24k		Agreed 21/01/15	This will be reviewed during June & July 15	Aug-15	
Cooperative Council Delivery Team	Community Language Services	Minor	£50K		Agreed 21/01/15	Renewal of services required to test best value.	Sep-15	
Cooperative Council Delivery Team	Caravan/Motor home Tourist stop over site (Ironbridge)	Minor	TBA			Developing a site for touring caravans and motorhomes to increase tourism within the telford officer	Dec-15	
Development, Business & Employment	Unlocking Stalled Housing Sites	Major	£2m	Agreed CB 83 29/01/15		Funding e-tendered in April 15 with applications to be considered. Further opportunities may be tendered in	Dec-15	
Development, Business & Employment	Wellington Town Centre Regeneration	Minor	£180k	Agreed CB 64 11/12/14		Housing Development Delivery funding committed to the Wellington Priority Residential Projects. Will be awarded throughout the coming year.	Dec-15	
Development, Business & Housing	Housing Management Scheme	Major	£40M-£80M	Agreed CB-76 08/01/15		Contracting through the Construction West Midlands Framework in final stages for Phase 1 with contract award due May/June. Phase 2 will commence shortly after phase 1 contract award	Jun-15	
Development, Business & Housing	Supporting Work for SPLP	Minor	individual works ranging from £10k to £55k			Over the coming year there will be a requirement to contract for services to provide essential and desirable evidence based reports to support the Shaping Places Local Plan for example Employment land requirements, open space assessments water	Dec-15	
Development, Business & Housing	Low Carbon Technology Grant with installation to various sites in the Borough	Major	£500k	To be approved		Technical Consultancy Support for advice and guidance for feasibility and application for European Funding to consider Low carbon technology across the borough. Support need to establish if the solution is viable and then to asset with the application and implementation if successful	Jul-15	
Finance, Audit & Information Governance	Insurance Broker Contract	Minor	c£40k		Agreed 04/02/15	Small Tender exercise to appoint insurance brokers for 3 to 5 year period. Amongst their tasks will be to run the EU Tender for insurance services for 1 April 2016 and annual renewal exercises thereafter.	Oct-15	
Finance, Audit & Information Governance	Insurance Services Contract	Major	c£3 - £5m	Agreed CB 99 26/02/15		Tender exercise for all council insurance policies. The process will commence following the appointment of insurance brokers on 1 October 2015.	Apr-16	
Finance, Audit & Information Governance	Treasury Advisory Services	Minor	c£95k		Agreed 04/02/15	Renewal of the Council's Treasury Advisory Services which expires in June 2015. The market is weak with only two provider in the UK at present but we will look for frameworks or other best value options at the outset. Contract will be for 5 years	Jul-15	
Finance, Audit & Information Governance	Replacement Data Capture Solution to work with Agresso	Minor	TBA		Agreed 04/02/15	current agreement with V1 expires Feb 2016. Need to re test the market to establish a value for money suitable system	Aug-15	
Law Democracy & People Services	Review of Pse - HR Management System	Major	c£61k per annum revenue costs	Agreed CB 25 24/7/14		resulted in the proposal to upgrade PSe to Northgate Arinso Resource Link. Contract with Northgate runs until 2018 and past that date under a rolling contract with a mutual notice proviso. The upgrade will also cover a review of the linkage between Resourcelink and WM Jobs	Jun-15	
Law Democracy & People Services	Agency Staff	Major	tbc	Agreed CB 25 24/7/14		Provision of new Agency Contract start this in April 15	Jan-16	
Law Democracy & People Services	Washroom Services and Consumables	Major	£500k	To be approved		ReTender the current washroom contract. We will also consider adding Consumables if [prices are competitive - the contract is open to schools so value could exceed £500k	Feb-16	

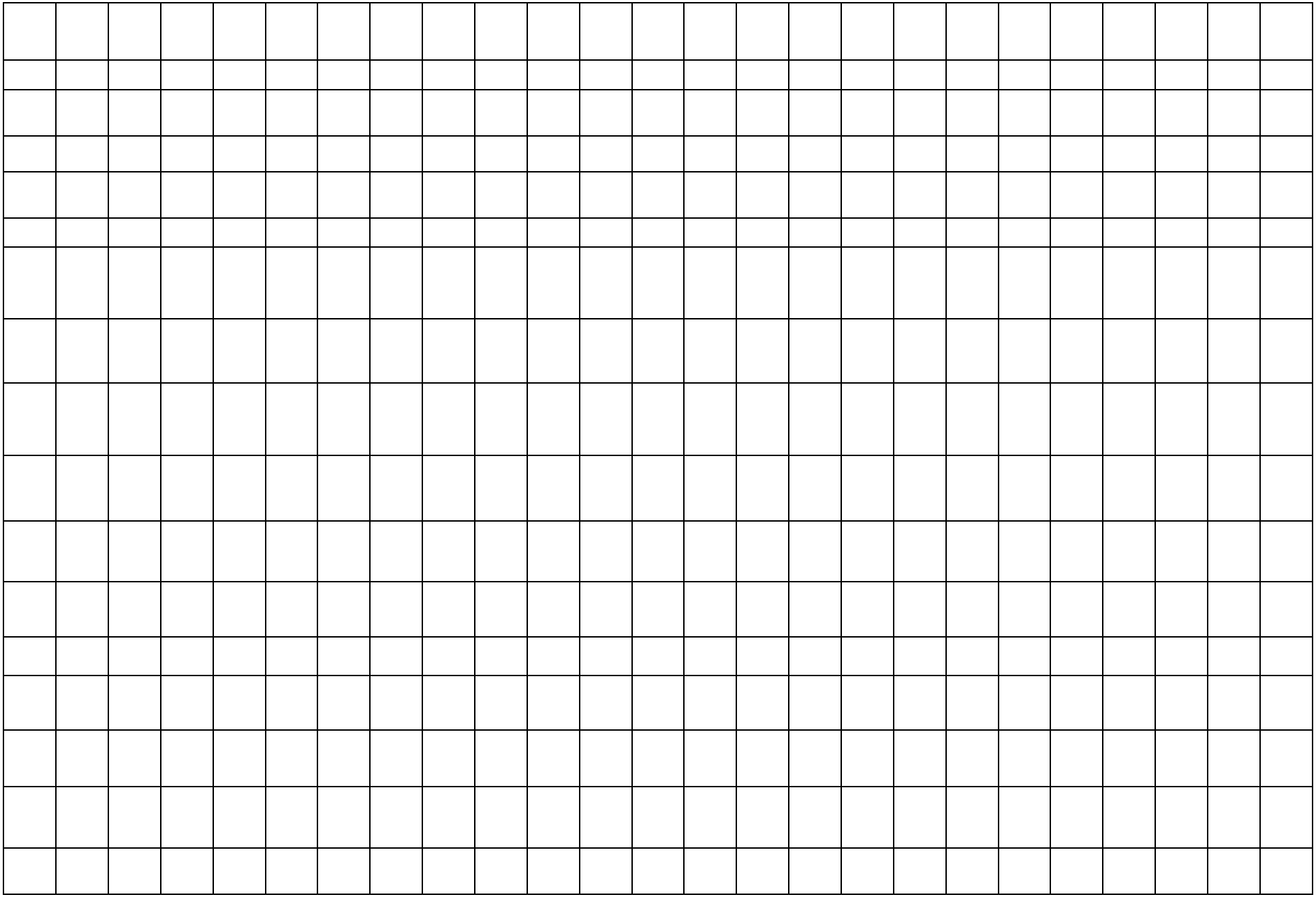
Service Area	Key Commissioning /Procurement Intentions	Major contract < £500k /Minor >£500k	Indicative Value of final Contract	Cabinet Approval to Proceed > £500k	Officer Approval to proceed <£500k	Comments	Contract Award Due Date	
Leisure Culture and Facilities Management	Pantomime 2016 - 2019	Minor	£350k		To be approved	Tender the current service of pantomime production. Opportunity for council income as well as commercial benefit to supplier. Pre market engagement will commence in August 2015	Dec-15	
Leisure Culture and Facilities Management	Events Management	Minor	£200k		To be approved	Subject to a review of current scheduled events there may be a future opportunity to provide event management for future high profile events in the Town Park subject to review of current schedules events		
Leisure Culture and Facilities Management	School watch Security Contract	Major	£900k	Agreed CB 79 08/01/15		Current security contract due for retendering and renewal	Sep-15	
Leisure Culture and Facilities Management	School Milk Provision	Minor	£330k		To be approved	Retender of the school milk provision - there is an option to join a national framework but all routes to achieve best value procurement will be considered	Sep-15	
Neighbourhood & Customer Services	Provision of the Blue Badge Physiotherapist Assessment	Minor	c£80K		Agreed 21/01/15	Customers have been consulted on services they receive to inform the specification and the team will seek three quotes for this contract	Mar-15	
Neighbourhood & Customer Services	Print Contract	Major	c£500k	To be approved		Review of the current contract - benchmark national frameworks and consider procurement approach looking to reduce costs years on year	Aug-15	
Neighbourhood & Customer Services	Revenue and Benefits Northgate systems ,associated legacy add ons and process review	Major	c £600-700k	Agreed CB 99 26/02/15		ICT and Revs & Bens to review the current processes and Northgate's system with a view to future proofing the systems for benefits legislation changes and best value for coming years. Will also impact on Highways M3 system.	Apr-18	
Neighbourhood & Customer Services	Grave Digging and associated works	Minor	£385k		To Be Approved	The current contract expires in Dec 15 so a new tender will be published issue late summer	Jan-16	
Neighbourhood & Customer Services	Revenue highways maintenance and Capital works	Major	c£5.1M	To Be Approved		A review is currently being undertaken of the highways maintenance requirements. The current contract with TWS expires in 2019 and planning is	Apr-18	
Neighbourhood & Customer Services	Managed Print Service	Major	Approx £550k	To Be Approved		Current contract with Xerox expires in Dec 2015 however some original leases for copiers in Darby & Addenbrook expire in October. We will be carrying out a new tender looking for cost reductions and improved service delivery over the term of the contract	Sep-15	
Neighbourhood & Customer Services	Street lighting	Major	tba	Agreed CB 25 24/7/14		Halcrow are carrying out a review of the street lighting contract and associated street furniture. This will inform the procurement process. Review on-going	Apr-15	
Neighbourhood & Customer Services	Play Parks , MUGAs and BMX tracks	Minor	£300k		Agreed CB 25 24/7/14	Section 106 monies and tender for play parks etc.	May-15	
Neighbourhood & Customer Services	Drain Clearing Contract	Minor	£50k		Agreed 21/1/15	Renewal of The Councils Drain clearing contract Tenders out June 15	Jul-15	
Neighbourhood & Customer Services	Winter Maintenance Weather forecasting Service	Minor	£50k		Agreed 21/1/15	re tender of Weather forecasting Service however may be going into joint procurement with Shropshire	Oct-15	
Neighbourhood & Customer Services	West Midlands Highway Alliance Professional Services Framework	Minor	£350k		Agreed CB 25 24/7/14	Services and as an alternative to the CH2M Hill Term Shared Professional Services Contract for Highways	Jun-15	

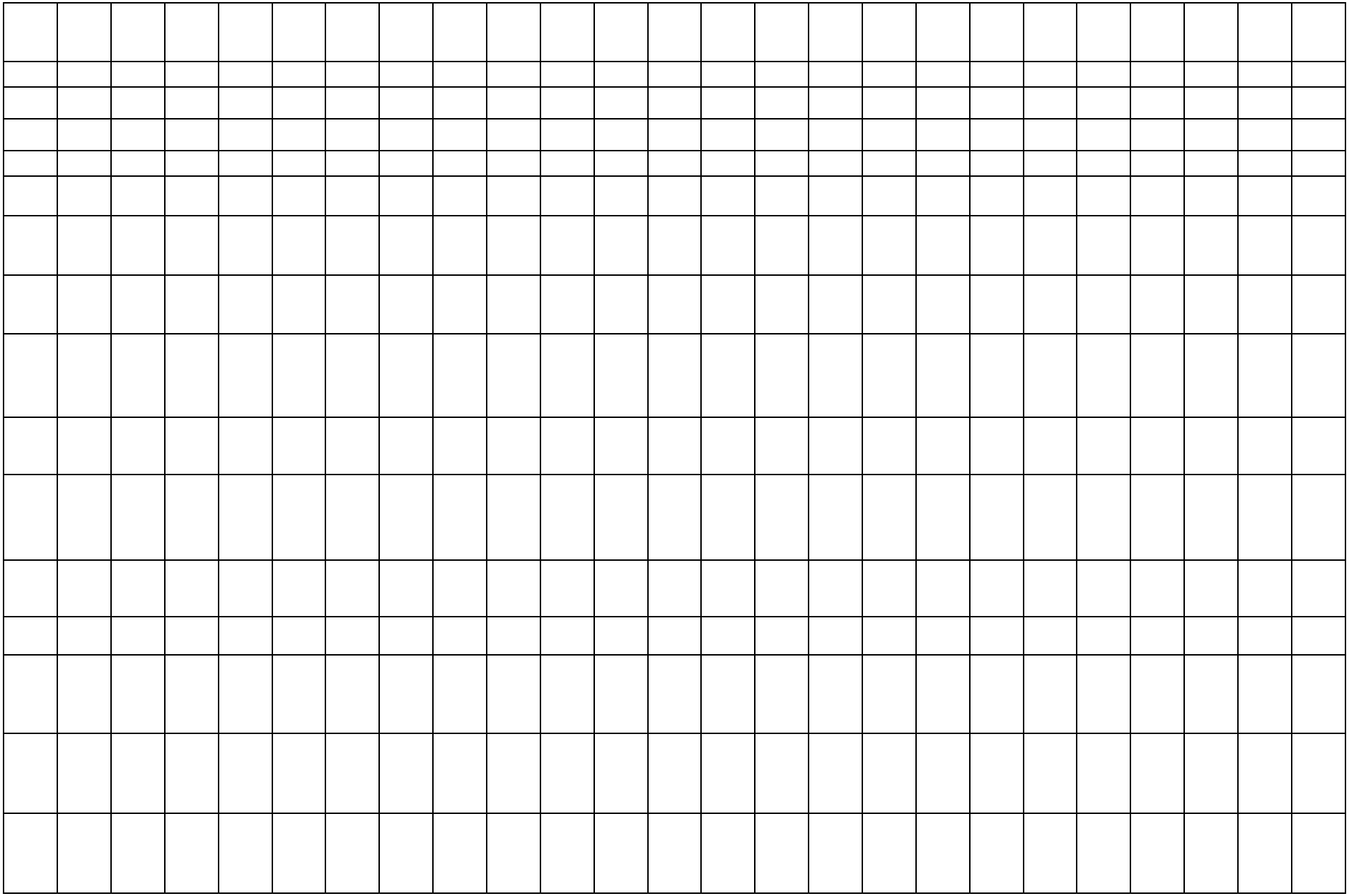
Service Area	Key Commissioning /Procurement Intentions	Major contract < £500k /Minor >£500k	Indicative Value of final Contract	Cabinet Approval to Proceed > £500k	Officer Approval to proceed <£500k	Comments	Contract Award Due Date	
Neighbourhood & Customer Services	Growth Point Package	Major	£14m	To be approved		packages that will range from £1m-£4m in value. This will be confirmed as part the package Outline	Dec-15	
Neighbourhood & Customer Services	Tendered Bus Services	Minor	£400k		Agreed 04/02/15	Renew tenders for subsidised bus services	Sep-15	
Neighbourhood & Customer Services	Litter Bins	Minor	c£172k		Agreed 04/02/15	Litter Bins - Current contract is due to end July 2015. Contract value is £172k. I have spoken to Mark Greaves about the need to start the procurement for	Aug-15	
Neighbourhood & Customer Services	IT System and card production for concessionary travel passes	Minor	c£300k		To be approved	Current Unicard contract expires September 2015	Sep-15	
Neighbourhood & Customer Services	Bus Station	Major	£1.9m	To be approved		works tender	Dec-15	
Neighbourhood & Customer Services	Rampart Way/Hall Park Way	Major	£4m	To be approved		Considering the use of the Highways Midlands Alliance Medium Schemes Framework.	Apr-16	
Neighbourhood & Customer Services	Telford Central Footbridge	Major	£8m	To be approved		Works contract	Dec-16	
Neighbourhood & Customer Services	M54 - Junction 4	Major	£3.6m	To be approved		Works contract	Mar-16	
Public Health	HIV prevention and support services	Minor	54k		Agreed 24/7/14	Contract Extended- extension of the current contract for a further period of one year (up until 31st March 2016)	Apr-15	
Public Health	Pharmacy - extension of the current contract for substance misuse and sexual health services for a further period of one year (up until 31st March 2016)	Minor	110k		Agreed 24/7/14	Sexual Health - Contracts Extended	Apr-15	
Public Health	Parenting support	Minor	30k		Agreed 24/7/14	Currently being scoped	Jul-15	
Public Health	Breastfeeding support services	Minor	70k		Agreed 24/7/14	to work with the current provider to extend the current contract for a further period of one year (up until 31st March 2016)	Apr-16	
Public Health	Counselling support to improve the emotional health, wellbeing and resilience of children, young people and families	Minor	30k		Agreed 21/01/15		Sep-15	
Public Health	Development of a bespoke schools based programme to deliver improved outcomes for emotional health and wellbeing	Minor	TBC		Agreed 21/01/15	Currently being scoped with the market, stakeholders and commissioners	TBA	
Public Health	Hospital Stop Smoking Service - contract extension for 12 months up until 31st March 2016	Minor	£38,600		Agreed 21/01/15	Service to be jointly funded with contributions from Shropshire Council Public Health and SaTH (subject to SaTH Board approval)	Apr-16	
Public Health	General Practice	Minor	£369,000		Agreed 21/01/15	Extension of the current contract for shared care substance misuse services; NHS Health Check; and sexual health services for a further period of one year (up until 31st March 2016)	Apr-15	

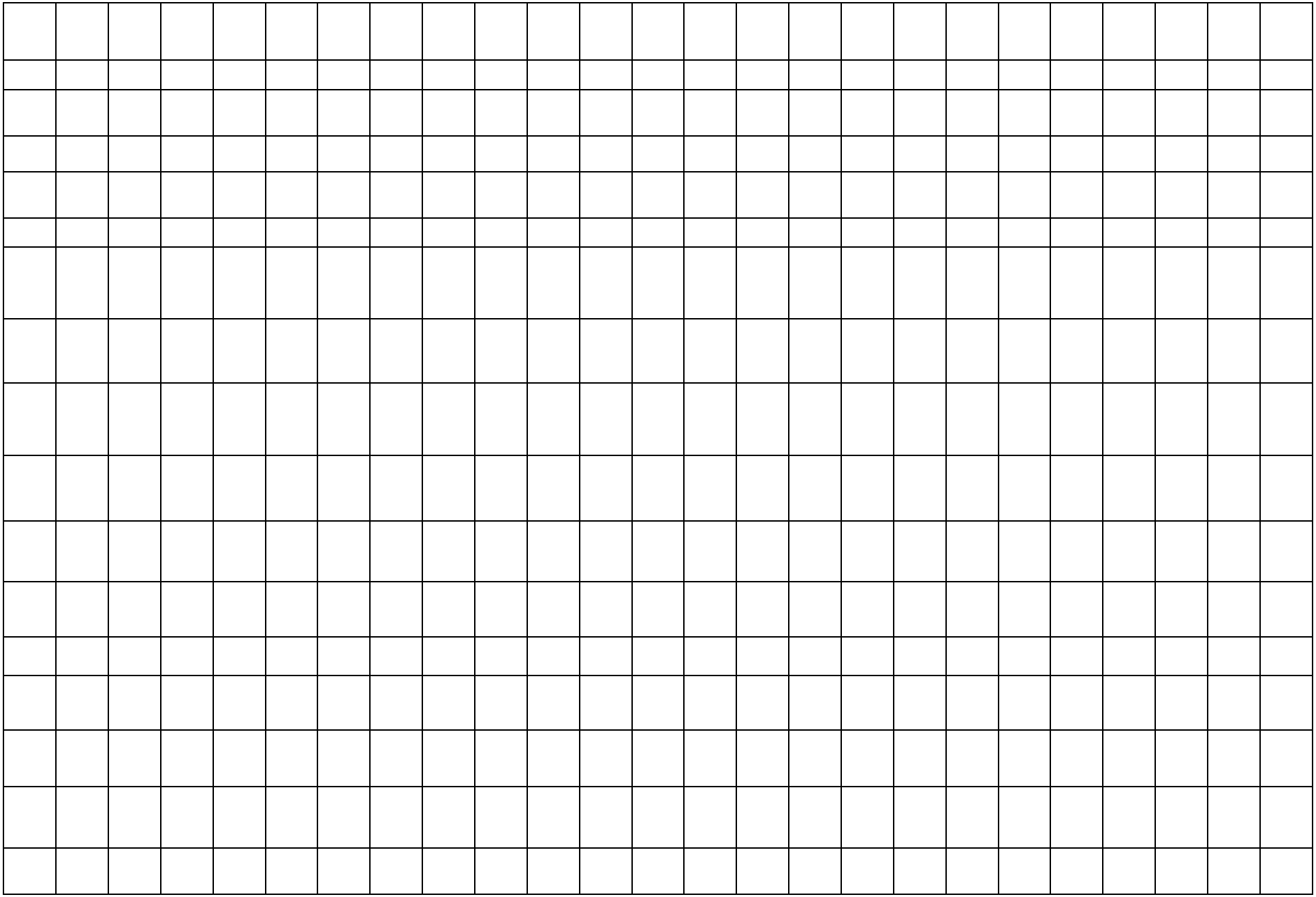
Service Area	Key Commissioning /Procurement Intentions	Major contract < £500k /Minor >£500k	Indicative Value of final Contract	Cabinet Approval to Proceed > £500k	Officer Approval to proceed <£500k	Comments	Contract Award Due Date	
Public Health	Commissioning Support Unit for NHS Health Checks and Sexual Health data collection	Minor	£6,990		Agreed 21/01/15	Review contractual arrangements with the Commissioning Support Unit for NHS Health Checks and extend to Sexual Health data collection	Apr-15	
Public Health	Provision of consumables for NHS Health Check	Minor	£54k		Agreed 21/01/15	Review the current contractual arrangement with the current provider for the provision of consumables for NHS Health Check	Apr-15	
Public Health	Sexual Health Services post 2016	Major	TBC	Agreed CB 99 26/02/15		A needs assessment and options appraisal will be completed in year to inform the commissioning intentions for the provision of sexual health services beyond 31st March 2016	Mar-16	
Public Health	Clinical Support - Substance Misuse	Major	TBC	Agreed CB 99 26/02/15		Currently in the early stages of the commissioning and tender process and will be commencing stakeholder/user consultation imminently to be able to develop a robust service specification. Intention to Tender late January 2015 to Early February 2015. Currently considering contract lengths. Either	Jul-15	
Public Health	Alcohol Counselling, Carers and Tier 3 Day Service - Substance Misuse	Major	TBC	Agreed CB 99 26/02/15		Currently in the early stages of the commissioning and tender process and will be commencing stakeholder/user consultation imminently to be able to develop a robust service specification. Intention to Tender late January 2015 to Early February 2015. Currently considering contract lengths. Either 3yrs+2yrs+2yrs = £2.3m or 3yrs+1yr+1yr = £1.7m	Jul-15	
Vulnerable People	Emergency Response Carers Service	Minor	TBC		Agreed 21/01/15	Emergency domiciliary response service for Carers to utilise to ensure the continuity of care at the point of emergency for the Carer e.g. Hospital admission	Sep-15	
Vulnerable People	Rehabilitation and Enablement	Major	tbc	Further information to come to cabinet at next update		Pooled budget agreement with the CCG reviewing the service specification with the CCG	Mar-15	
Vulnerable People	Potential Adoption sub regional framework led by T&W for a West Mercia region	Major	£602k Shropshire Council & TWC	Agreed CB 25 24/7/14		provide training support/marketing and recruitment etc. for adoptive parents	Jun-15	
Vulnerable People	Young People Mediation	minor	TBC		Agreed 21/01/15	Specification currently being considered	Jul-15	
Vulnerable People	Intermediate Beds	Major	c£500	To Be Approved		extension of the current intermediate beds contract with Morris Care to support efficient step down from hospital	Mar 16`	
Vulnerable People	Information and Advice and Independent Advocacy	Major	TBC	Agreed CB 99 26/02/15		Adult and Young Carers, Parent Partnership Service, Information and Advice Services and Independent Advocacy to be included within tender	Aug-15	
Vulnerable People	Progressive Response Service	Major	currently expected to be >£500k	To Be Approved		in their own homes. Supplier engagement 15 th June followed by user engagement late June 2015. will be linking in with Step Down and Better Care Fund and	Oct-15	
Vulnerable People	Community Equipment	Minor	£200K		Agreed 21/1/15	retender for two years for the Community Equipment Service	Jun-15	
Vulnerable People	Supporting People - Supported Accommodation	Major	£2.2M	Agreed CB-116 28/3/13		Third and final project in the supporting people - looking to access possible regional frameworks or will proceed to tender under Part B of OJEU	Jun--15	

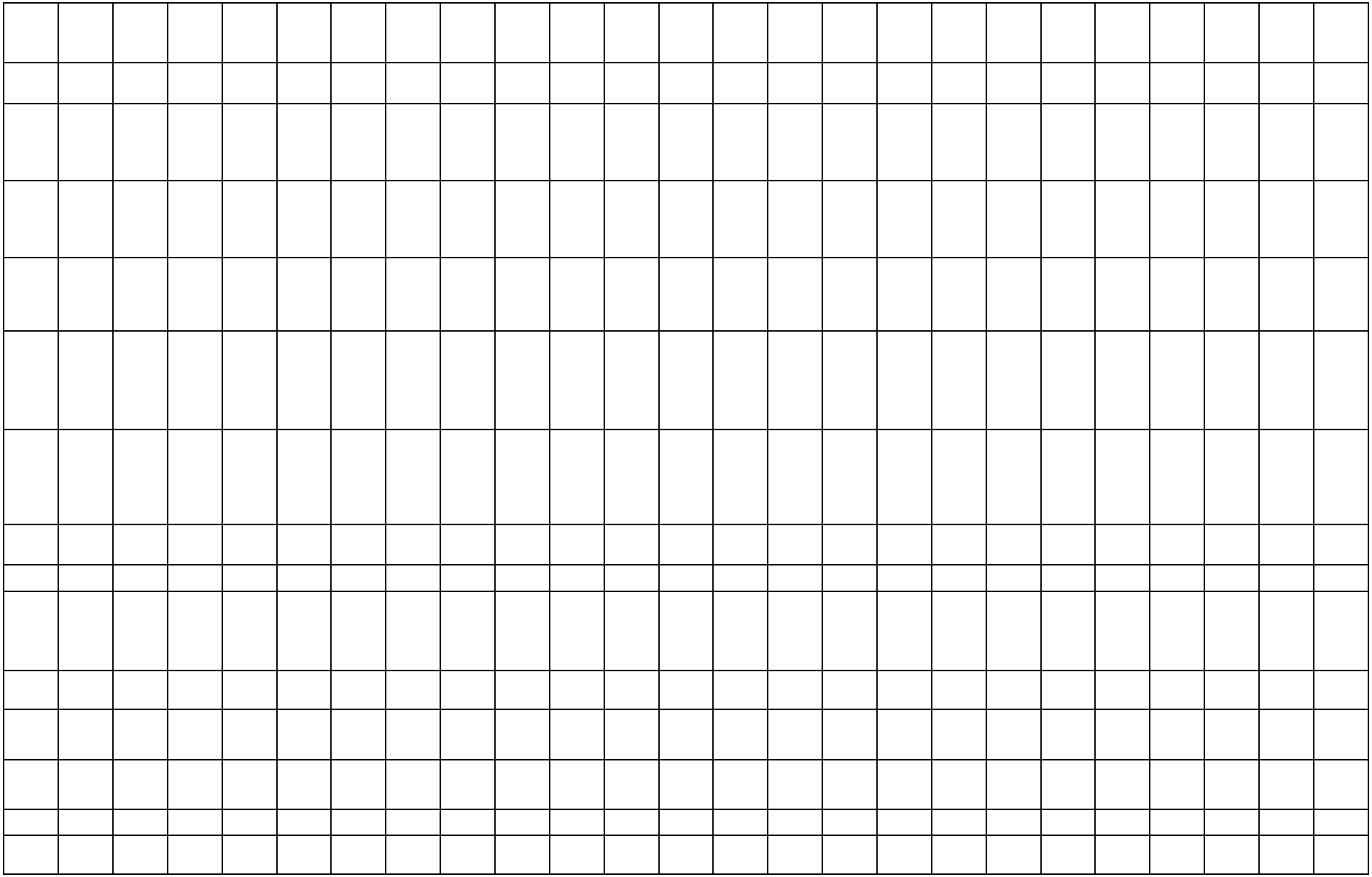
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Vulnerable People	Tier 2 Children's and Adolescents Mental Health Services (CAMHS)	minor	c£400k		Agreed 04/02/15	Working with current provider to establish baseline service delivery and data set position. Over the coming 6 months the Commissioner will carry out a further review of outcomes required. Links with Tier 3 & 4 services will be considered with a view to a possible joint tender with partners in Dec 15 for post Mar 16 delivery	Mar-16	
Vulnerable People	SEND Mediation	Minor	up to £15k		To Be Approved	Establishing a choice of SEND mediation providers within the borough in accordance with statutory requirements of the Children and Families Act 2014. Council will request quotes and all providers that meet required criteria will become approved providers for the service.	Sep-15	
Vulnerable People	Community & Home Based Support Service for Service User	Minor	up to £500k		To Be Approved	Specific requirement for Service User with High Needs Moving from Out of county private Hosp.to TWC independent living with support. Tender "request for quotes" . Service to begin approx August 2015	Aug-15	
Vulnerable People	Provision of service for Adults with Learning Difficulties	Major	TBA	To Be Approved		Pending the ALD review may wish to review the market position for ALD services to ensure sufficient provision in the borough fit for the future	Dec-15	
Vulnerable People	Provision of service for Adult Mental Health	Major	TBA	To Be Approved		Pending the AMH review may wish to review the market position for AMH services to ensure sufficient provision in the borough fit for the future	Mar-16	
Vulnerable People	IMCA - Independent Mental Capacity Act	Minor	£120k		To Be Approved	Review of a paid representative provision for those that lack capacity - may result in the need to reprocure	Mar-16	
Vulnerable People	Personalisation	Minor	TBA		To Be Approved	Review, recommendations & implementation of Personalisation for individuals & Carers (e.g. DPs,as) - may need market growth and management to ensure provision available	Mar-16	
Vulnerable People	Help at Home (Assistive Discharge)	Minor	TBA		To Be Approved	Reviewing service together with T&W-CCG to assess any remaining service gaps in provision. May result in procurement where gaps are found	Mar-16	
Vulnerable People	High Cost Placement Solutions (Residential/Nursing-EMI/Extracare)	Major	TBA	To Be Approved		to assist alternative solutions - innovated commissioning and procurement required to meet outcomes and achieve best value	Mar-16	
Vulnerable People	All Statutory Advocacy Services (IMCA – Independent Mental Capacity Adv, IMHA – Independent Mental Health Adv, NCAS – NHS Complaints Adv Service)	Major	TBA	To Be Approved		To ensure that all statutory mental health provision is contractually aligned with a more effective commissioned solution. May result in procurement where gaps are found	Mar-16	
Vulnerable People	Extracare Schemes	Major	TBA	To Be Approved		To ensure alignment of contracts following remodelling of an Extracare solution	Mar-16	
Vulnerable People	Long Term Supported Accommodation	Major	over £500k	To Be Approved		To review all Long Term Supported Accommodation services to ensure the most effective and efficient service and re procure where required	Mar-16	
Vulnerable People	Sheltered Housing	Major	over £500k	To Be Approved		To review all Sheltered housing services to ensure the most effective and efficient service. This may result in a bespoke tendering process or alternative community solutions	Mar-16	
Vulnerable People	Provision of Systemic Practice Training for Children's Social Care Workforce	Minor	TBA		To be approved	Pending an evaluation of the efficacy of systemic practice training and a review of the options for delivering the training in the future, further procurement of training may be required	Mar-16	
Vulnerable People	Healthwatch	Minor	£300		To be approved	The contract for Healthwatch will expire in Mar 16 review to re tender	Mar-16	
Vulnerable People	Residential & Nursing - Bed Purchasing	Major	TBA	To Be Approved		Due to increasing demand on supply of residential & nursing provision potential block purchasing may be required	Mar-16	

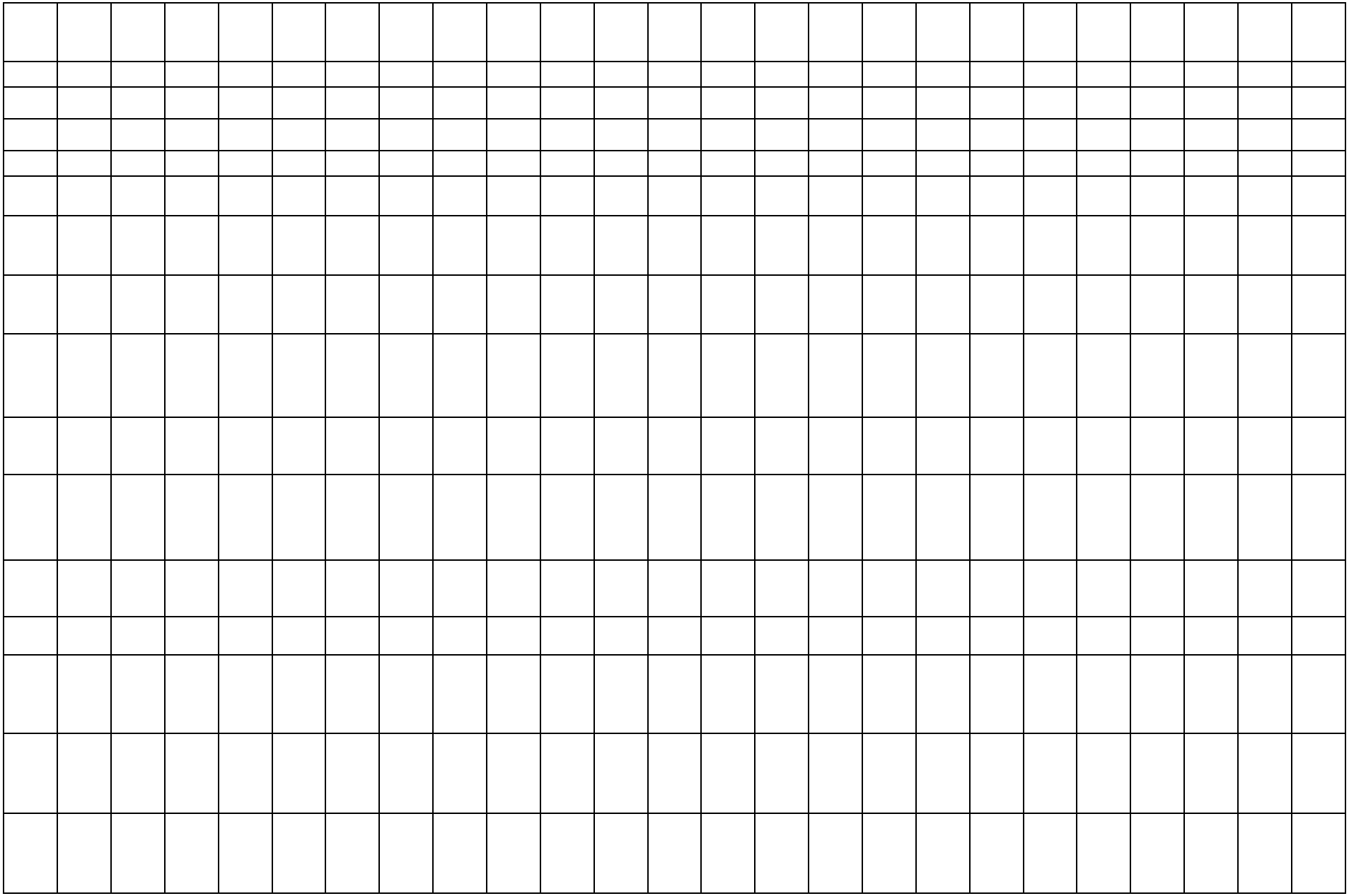


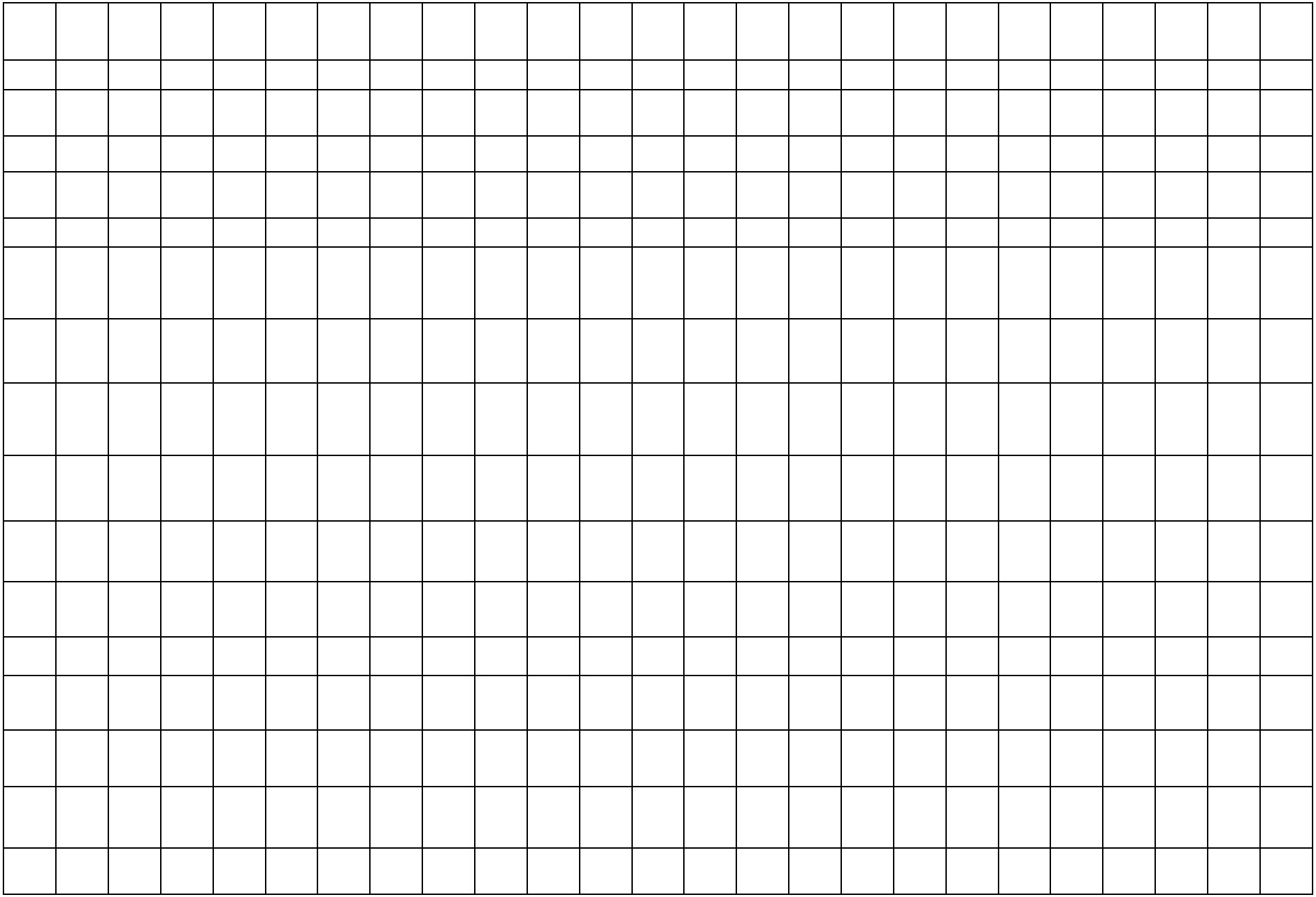


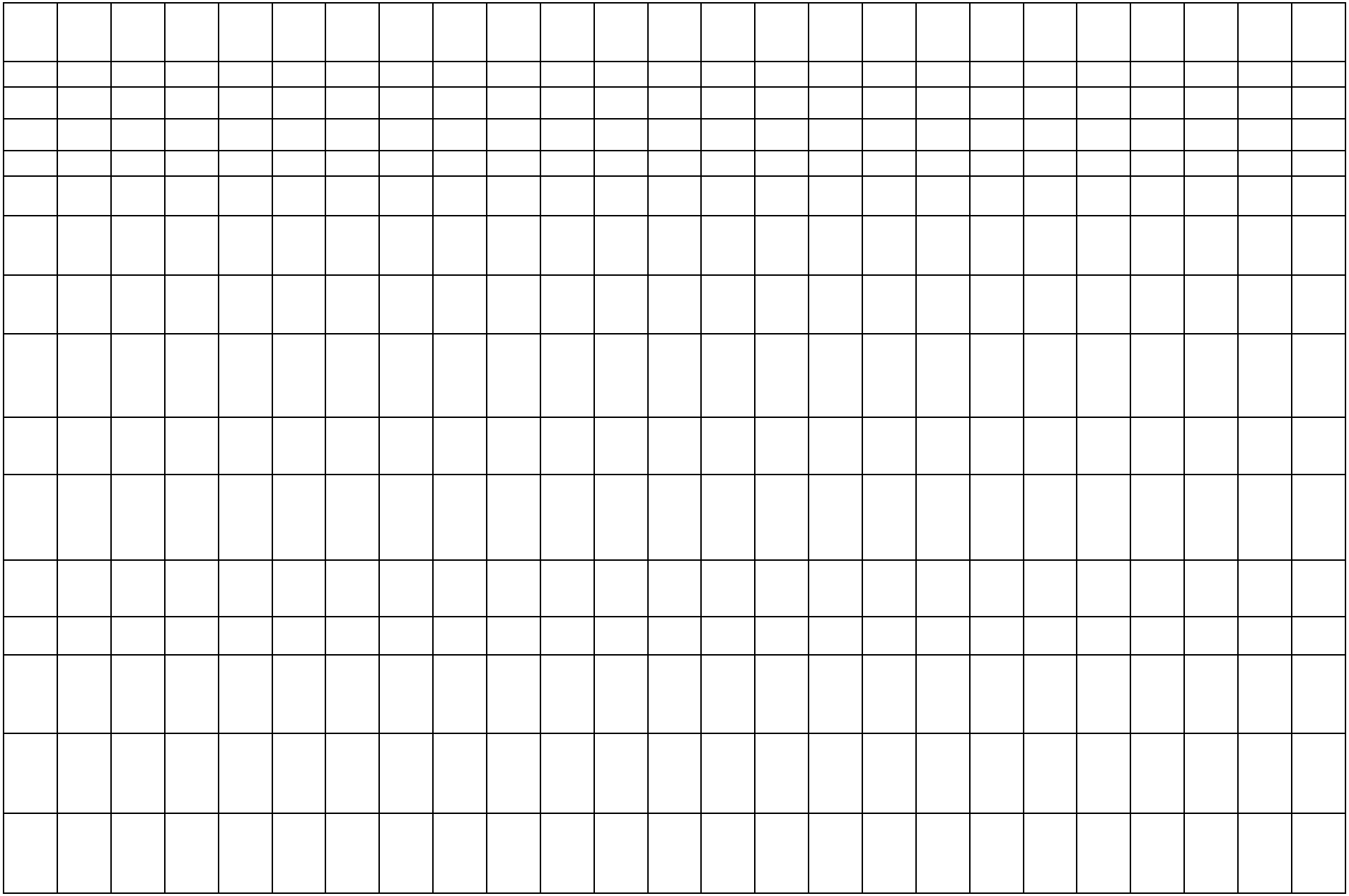


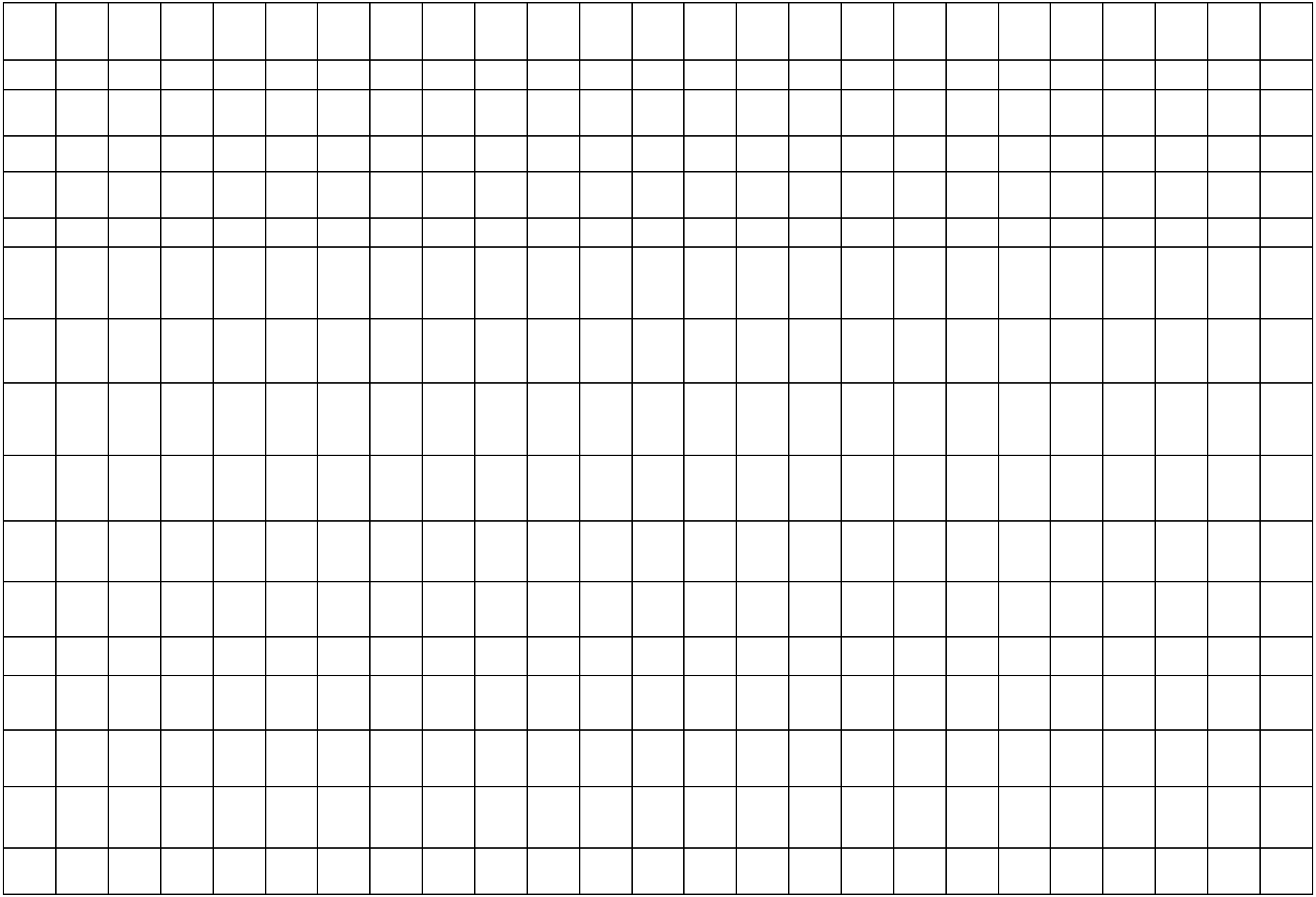


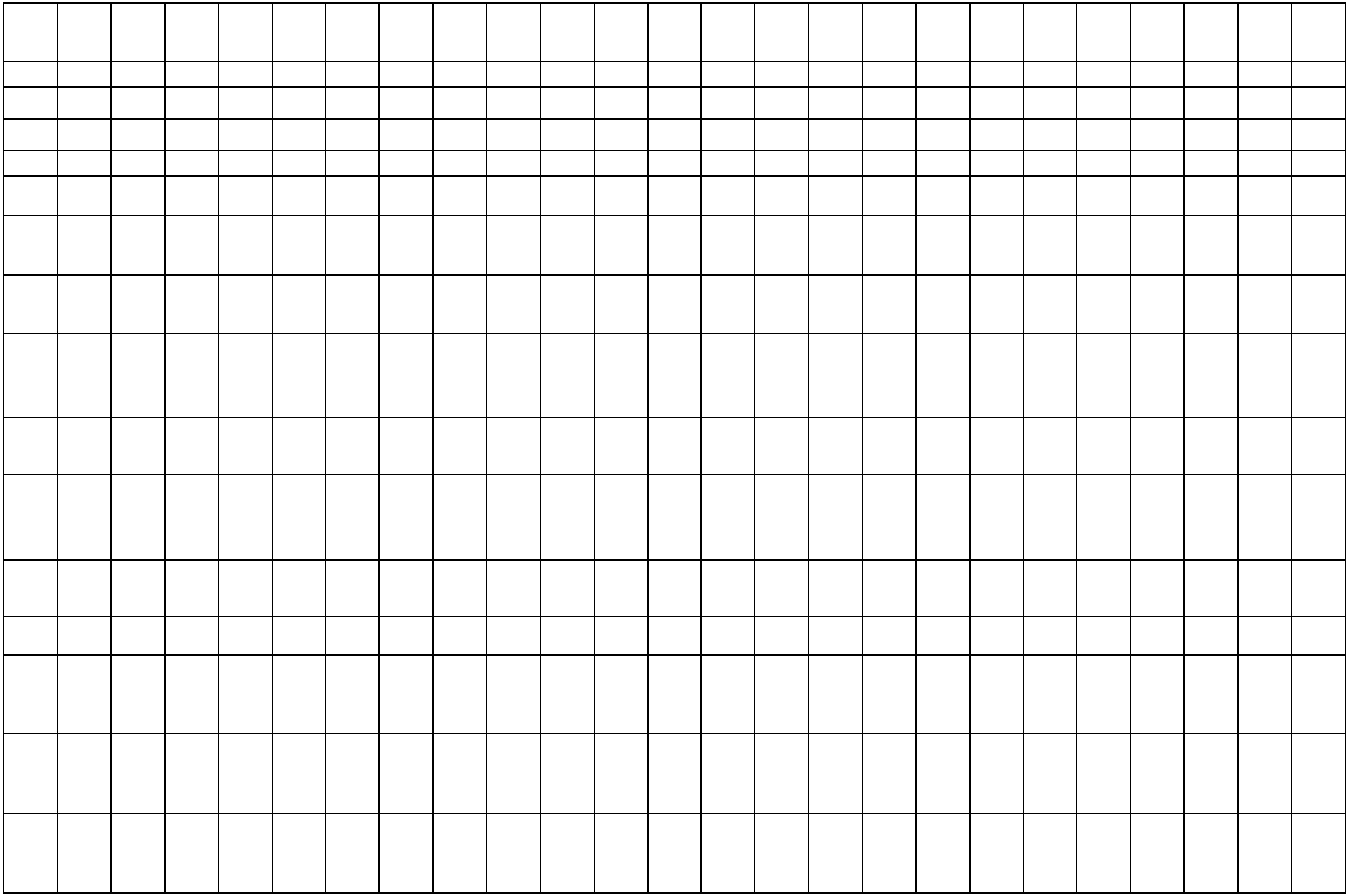


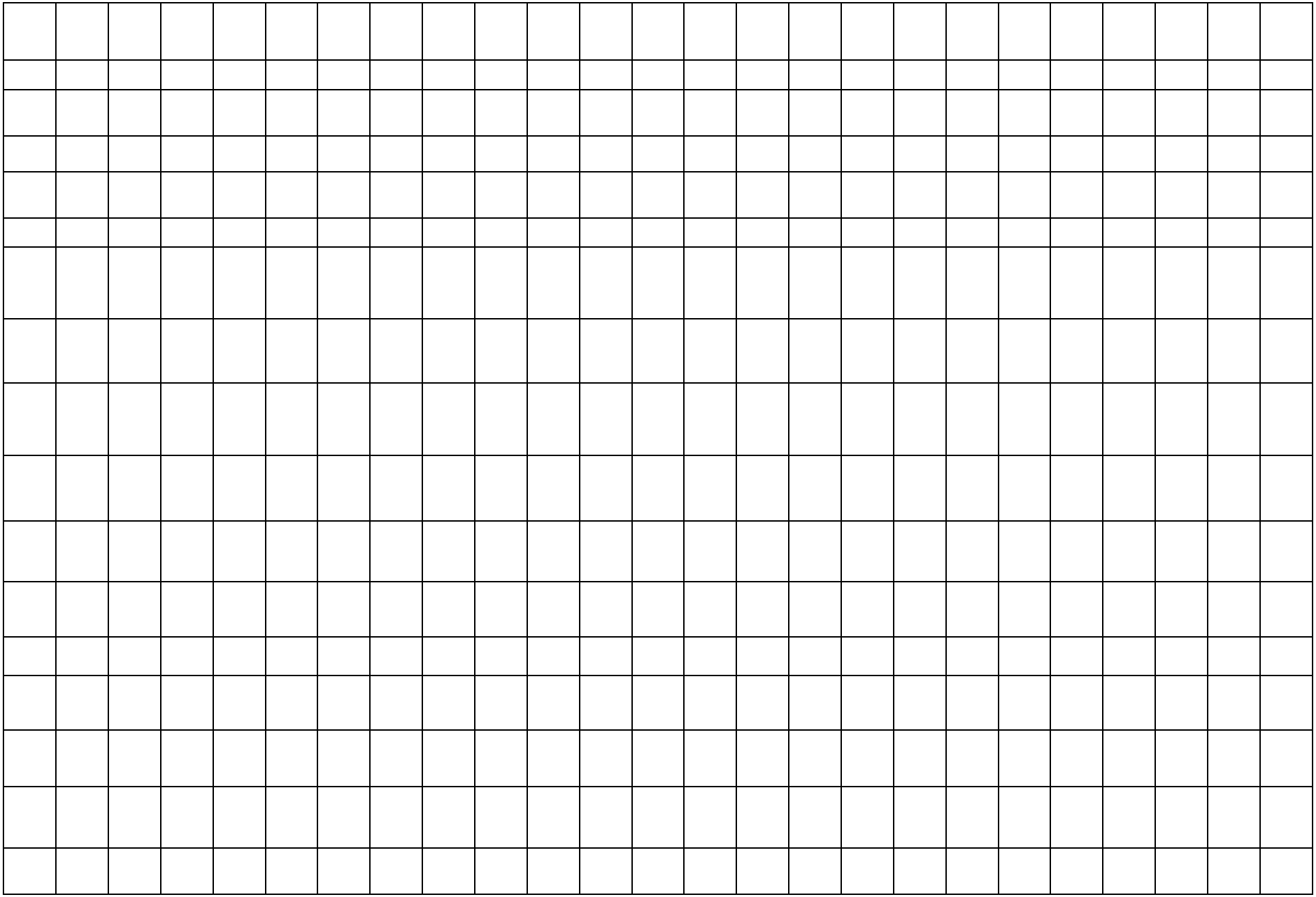


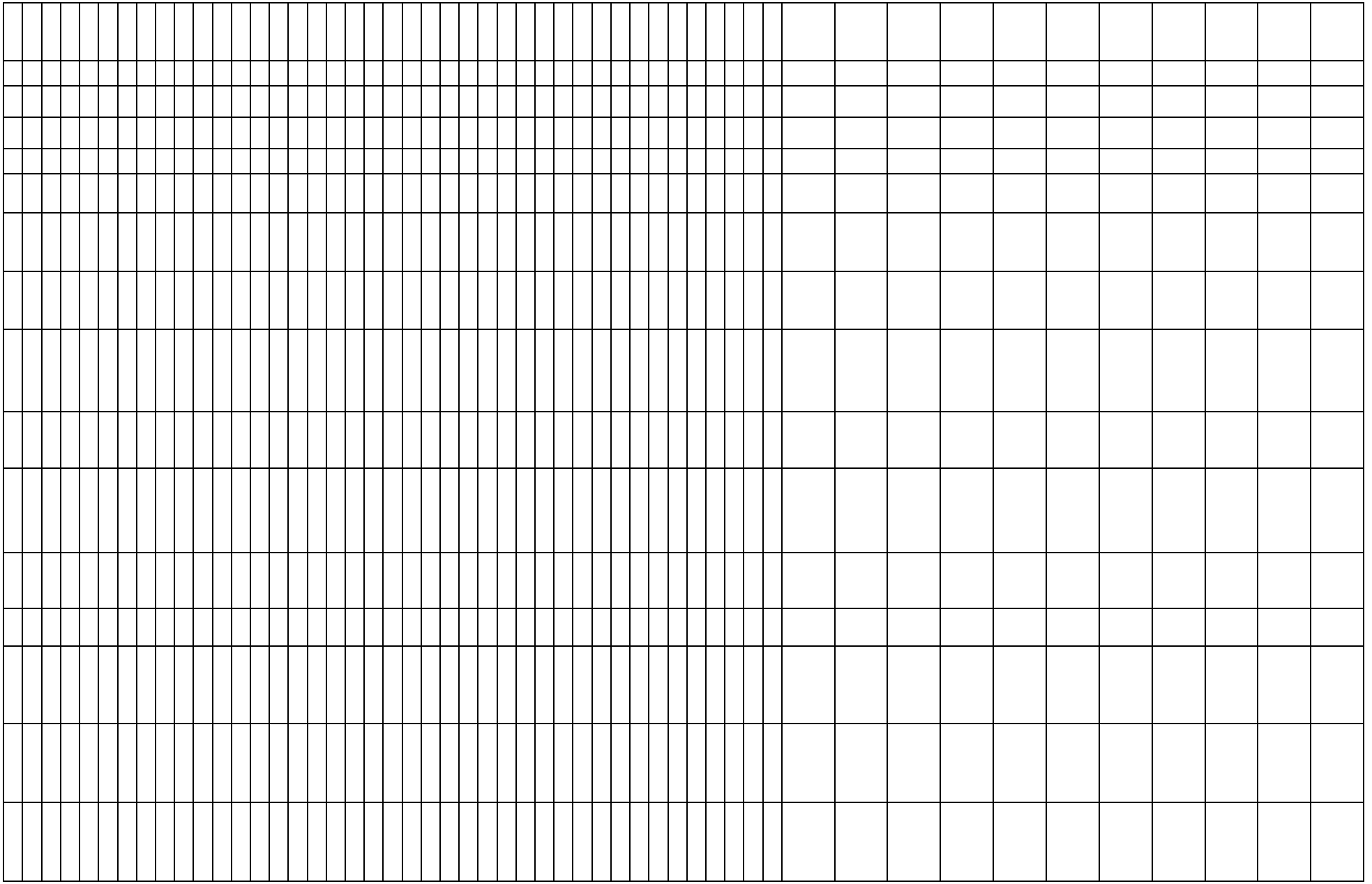


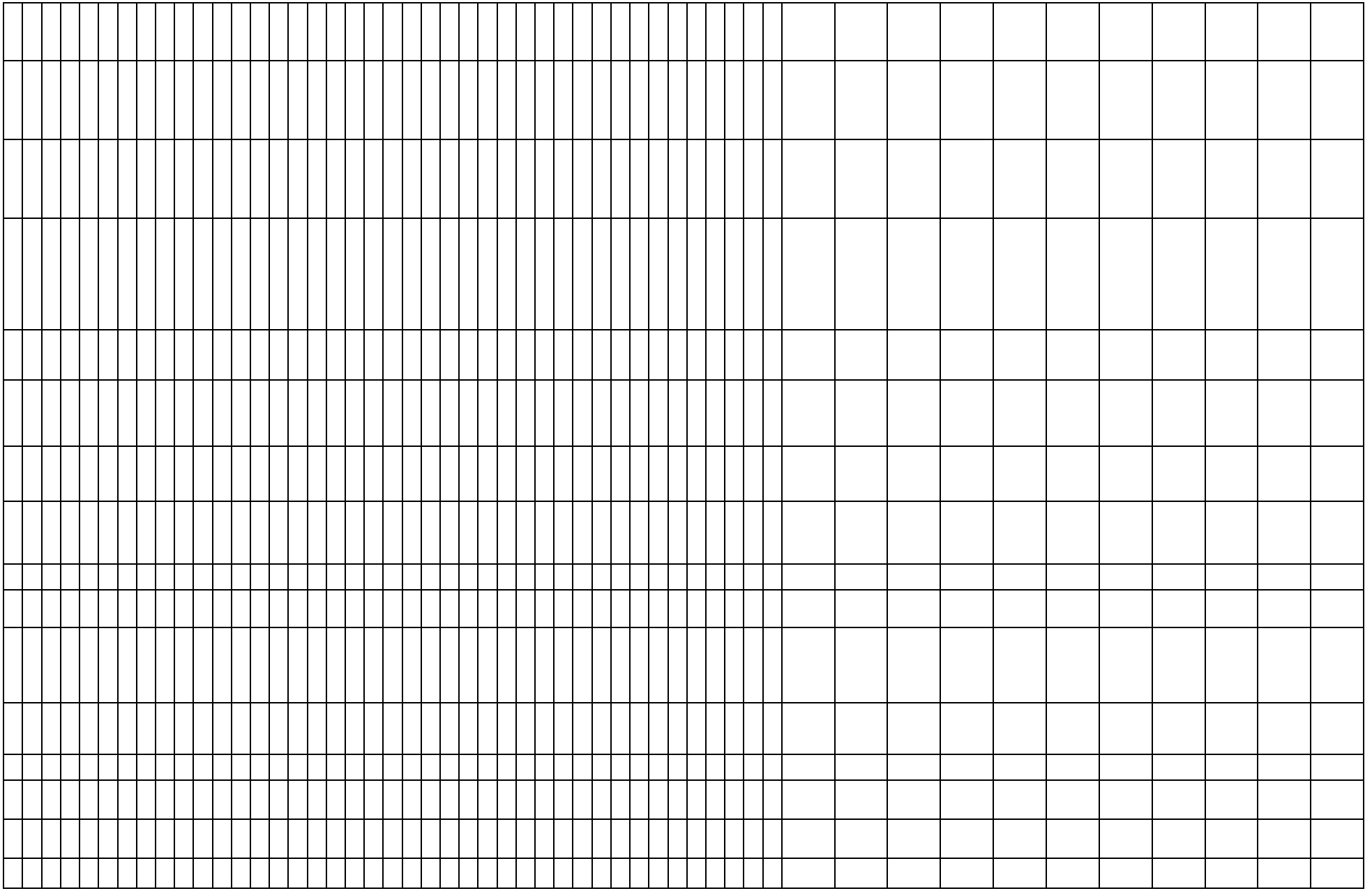


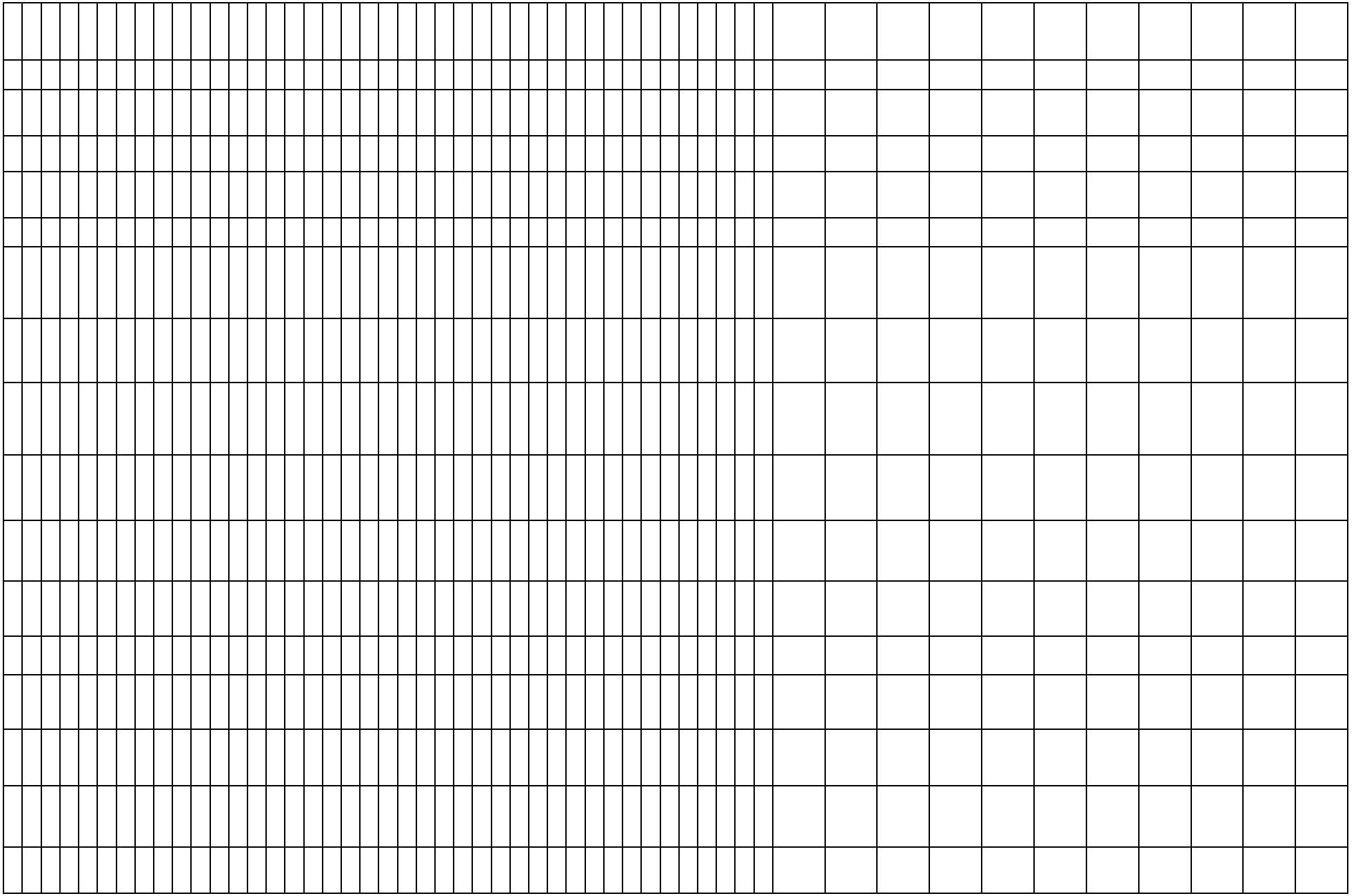


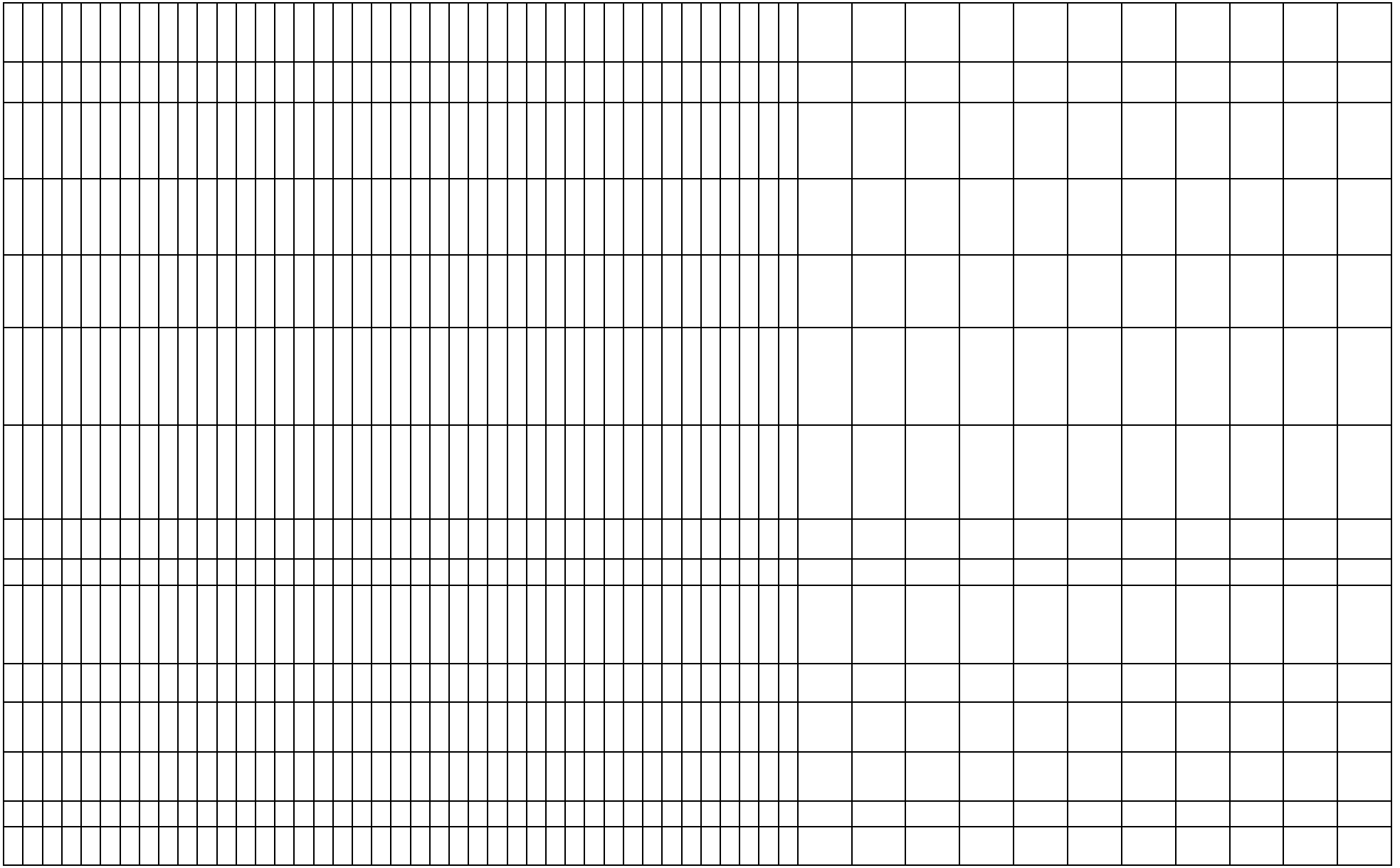


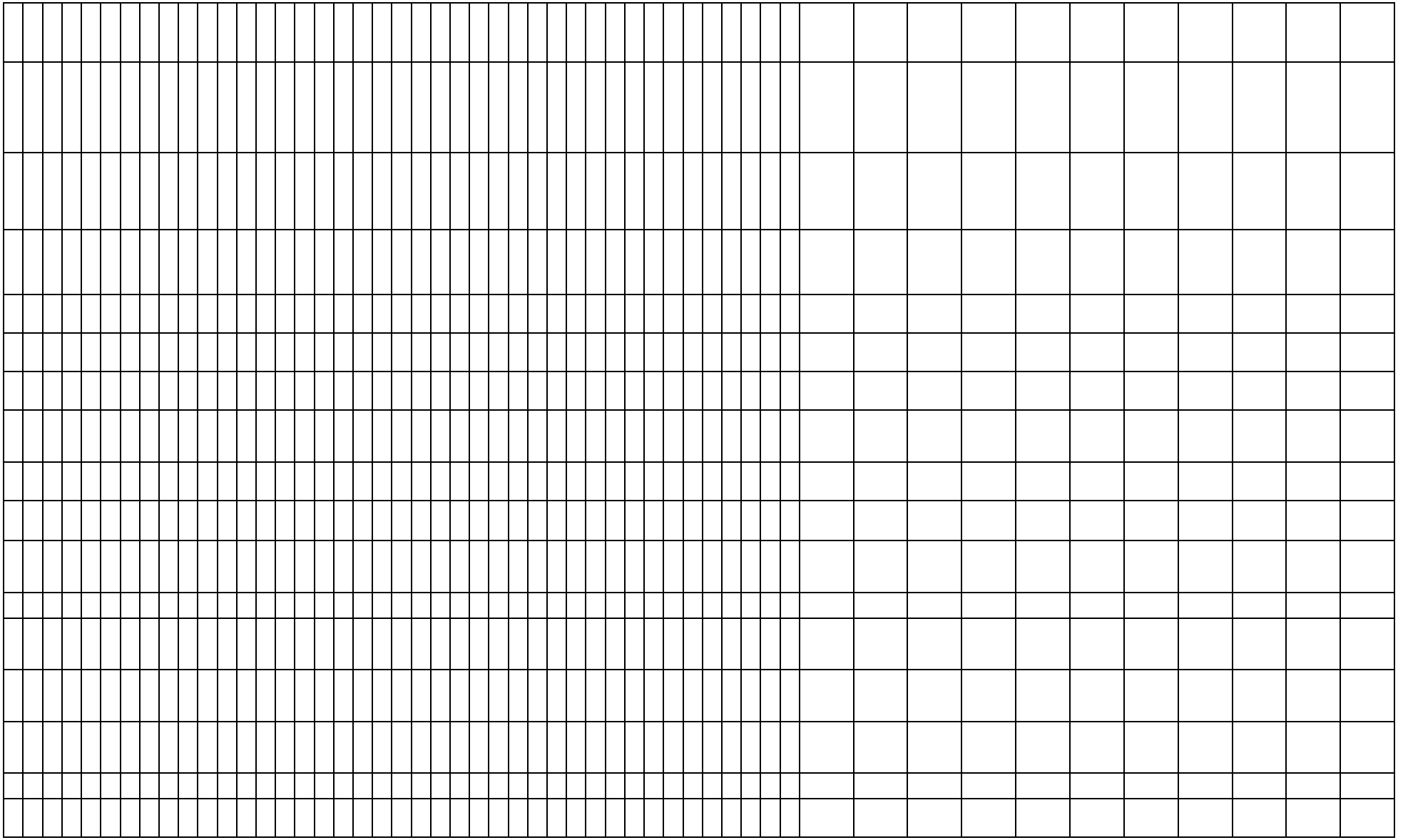


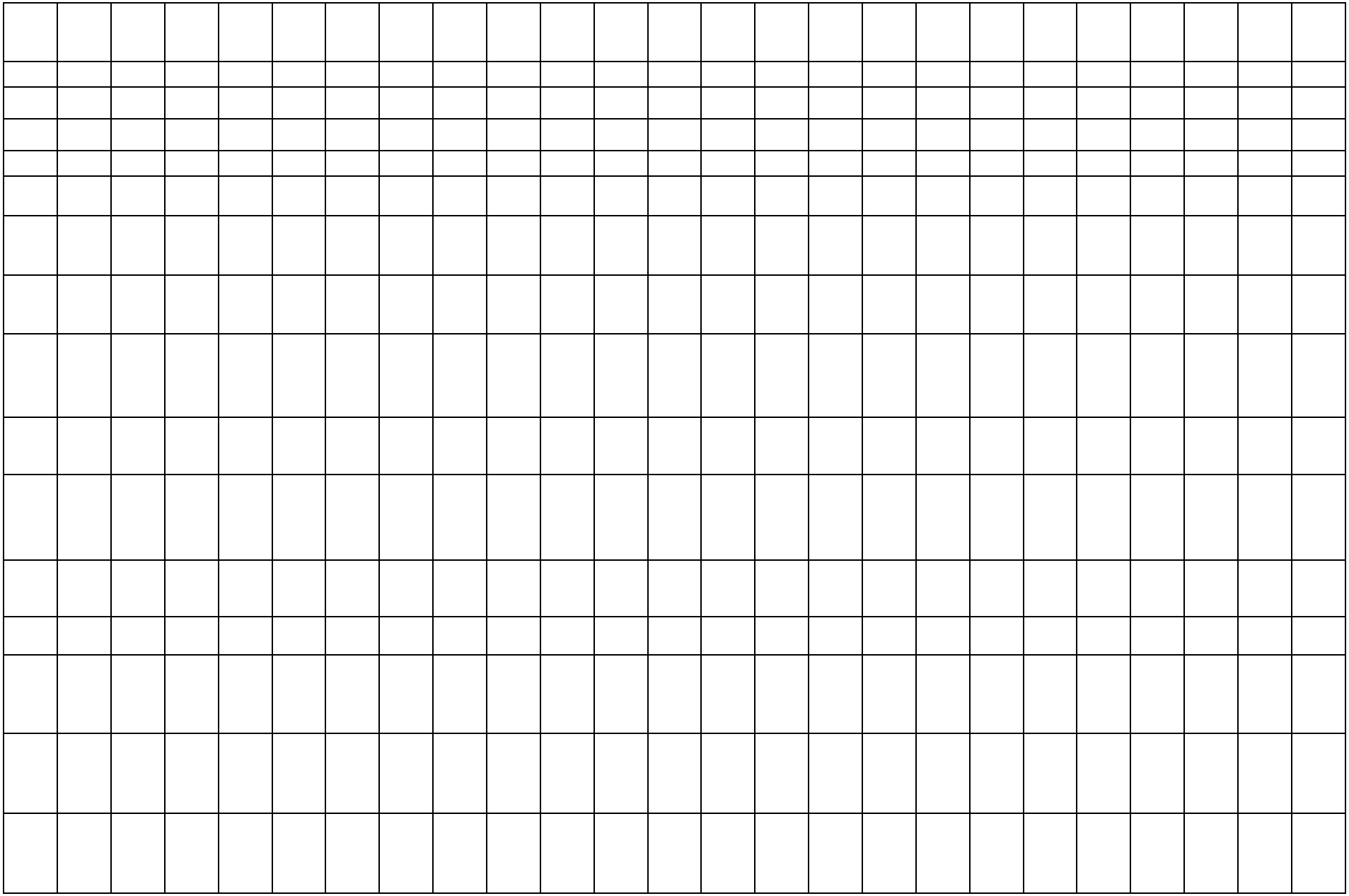


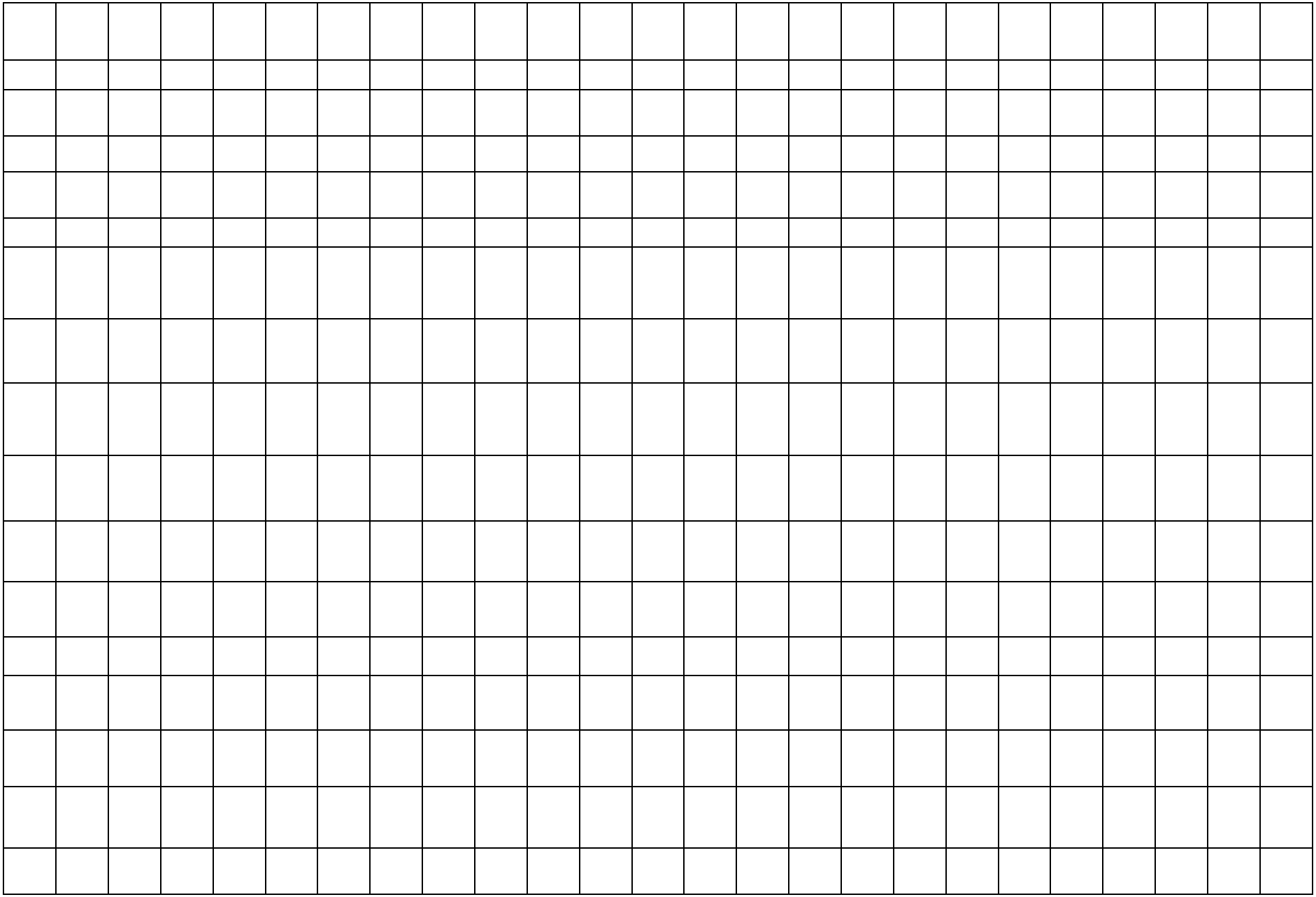


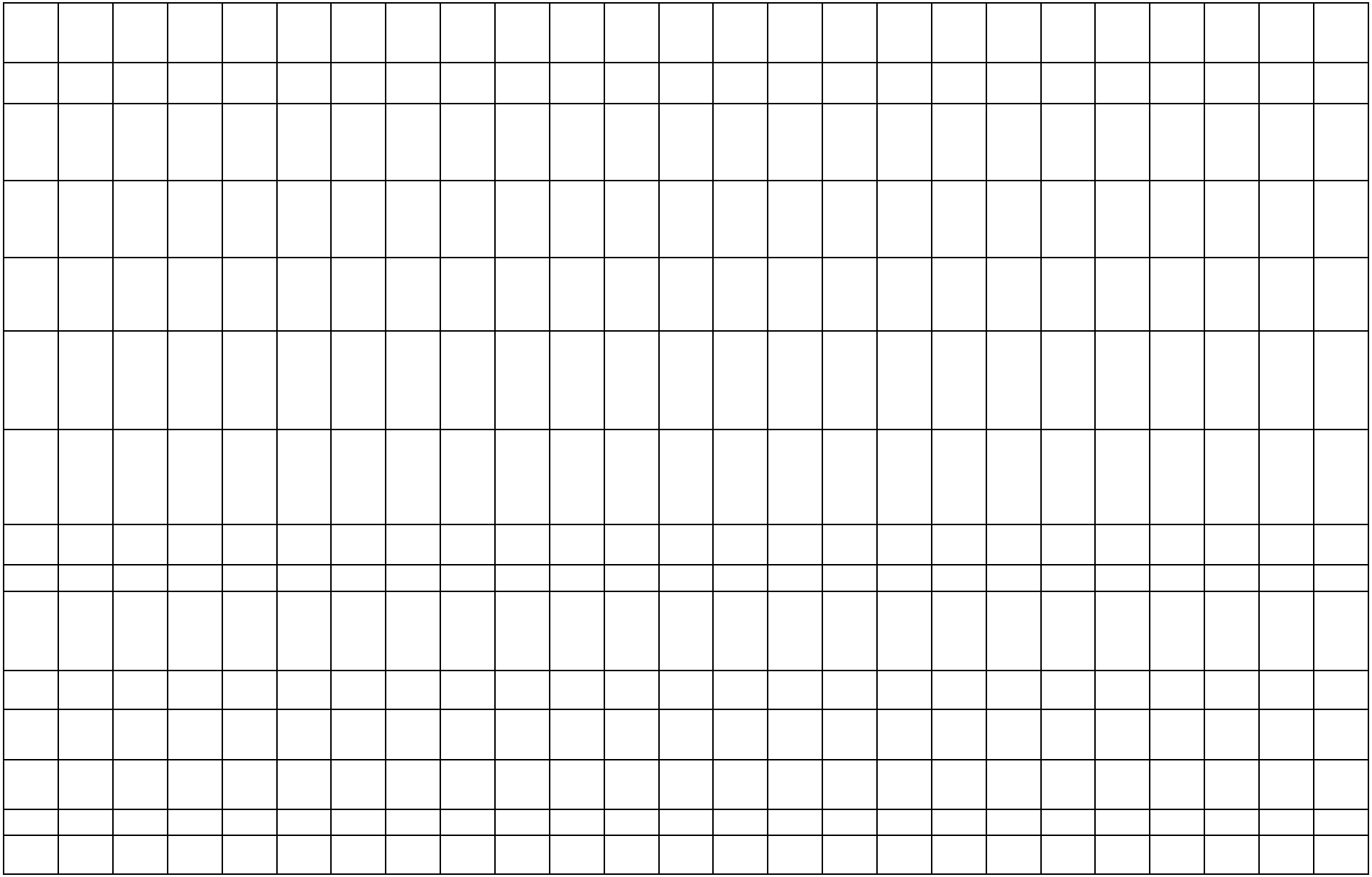


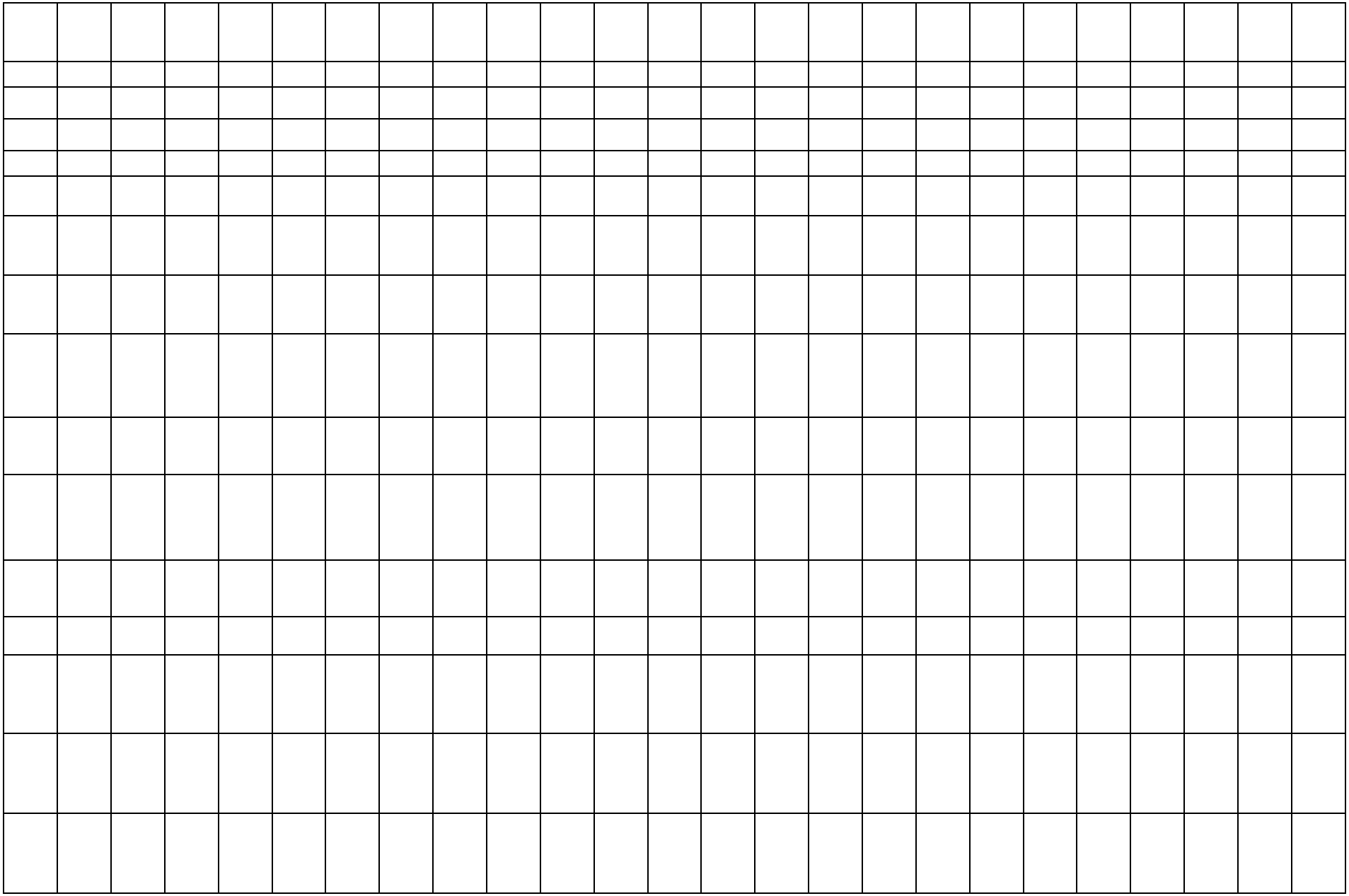


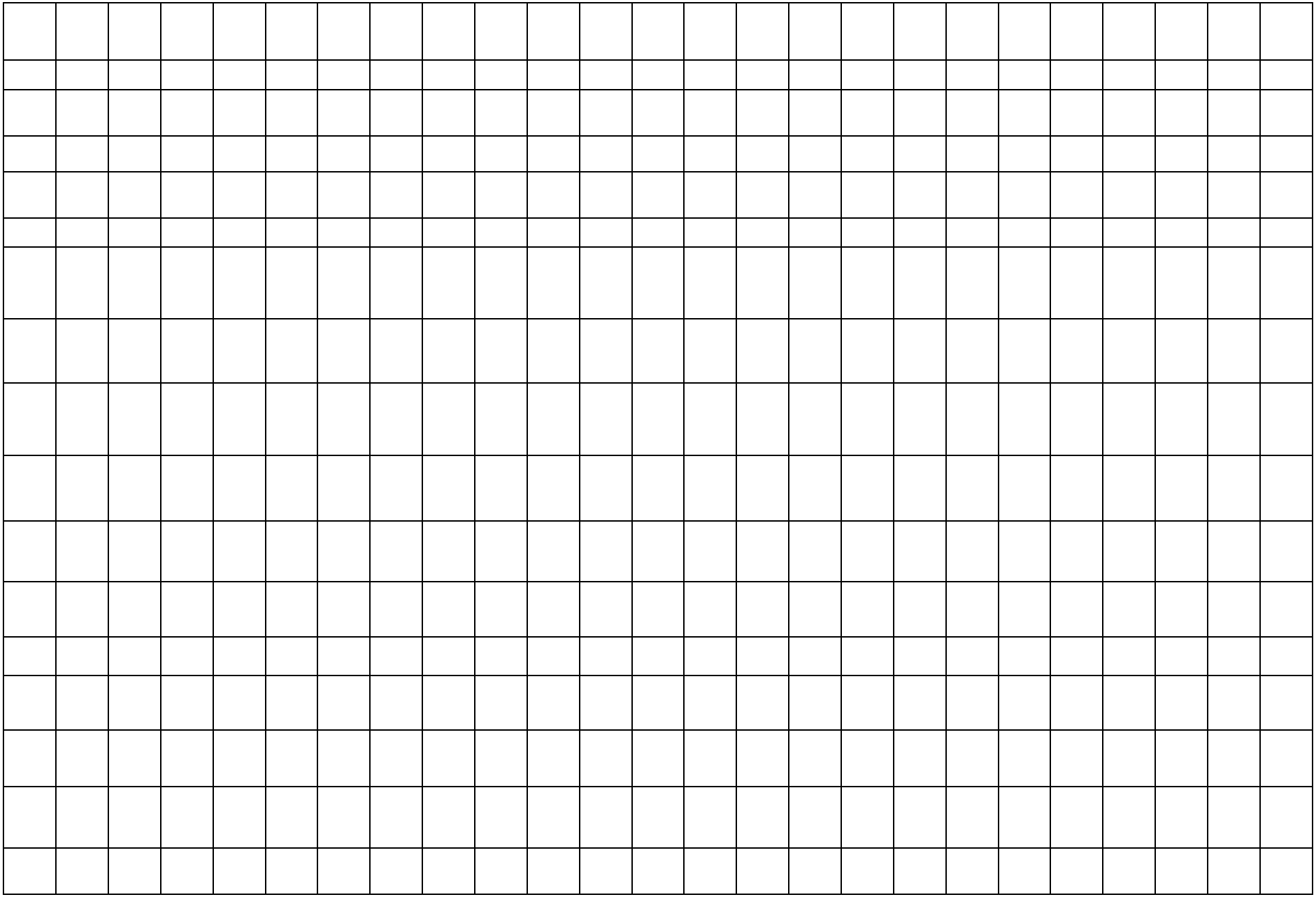


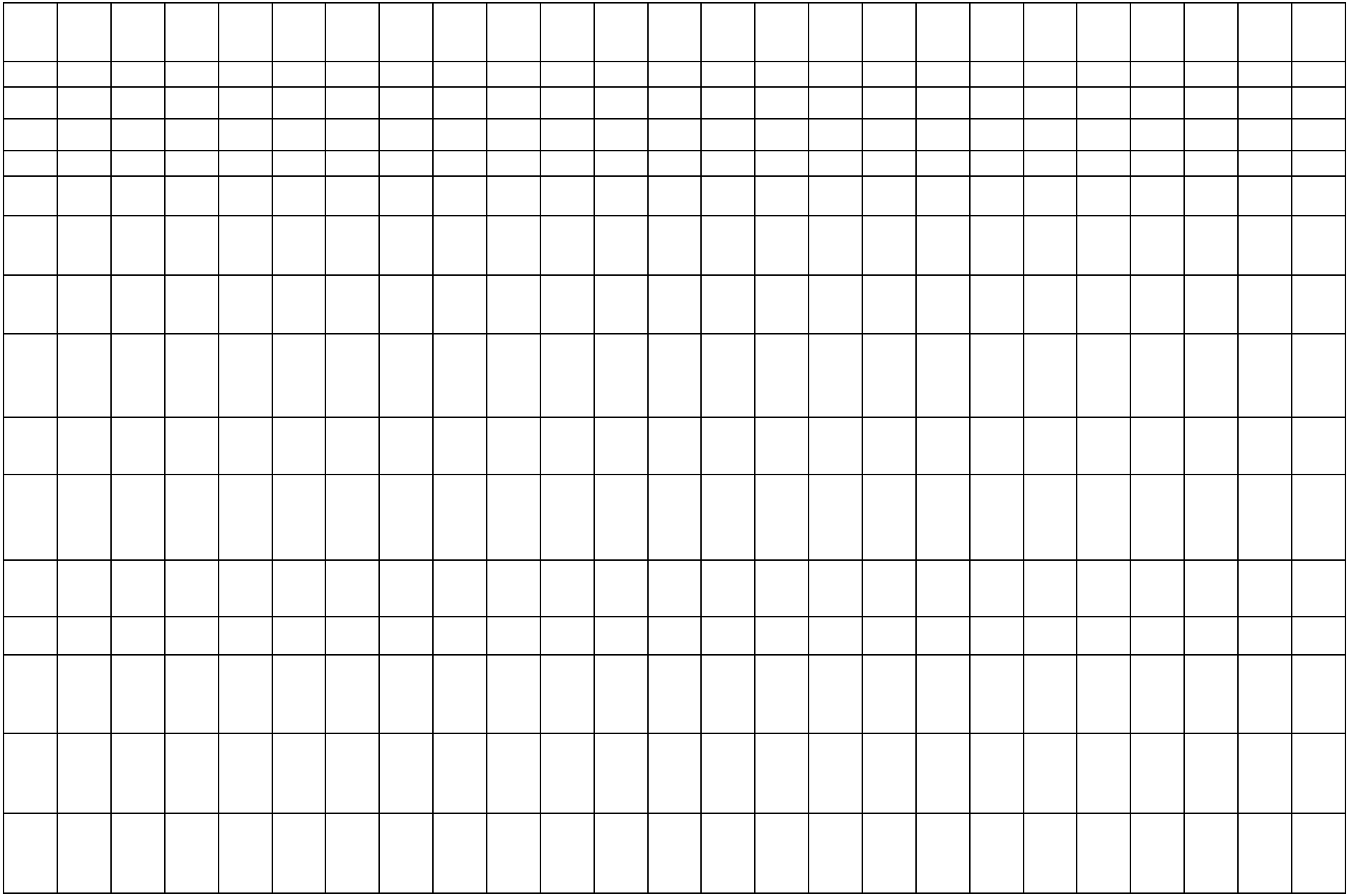


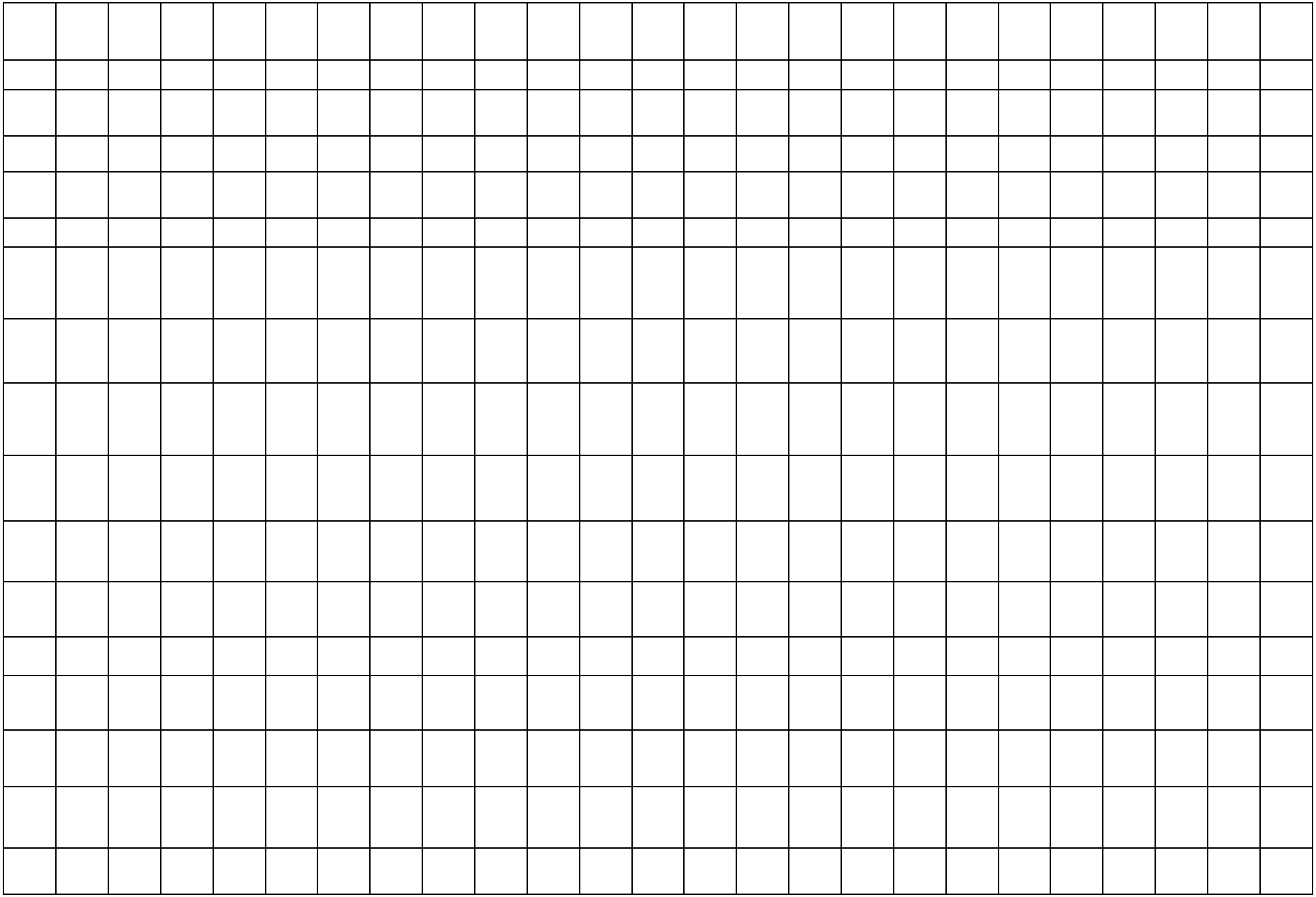


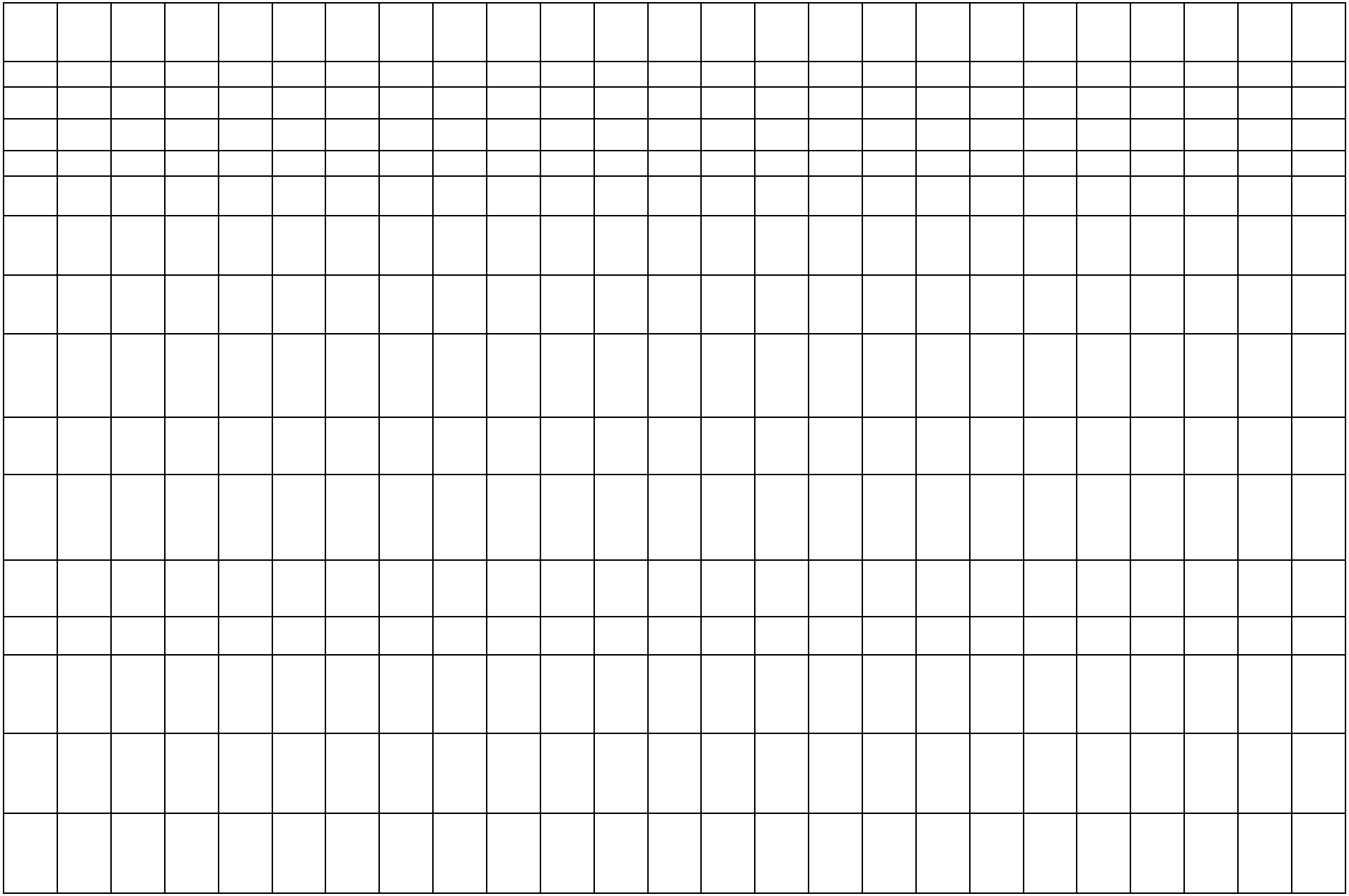


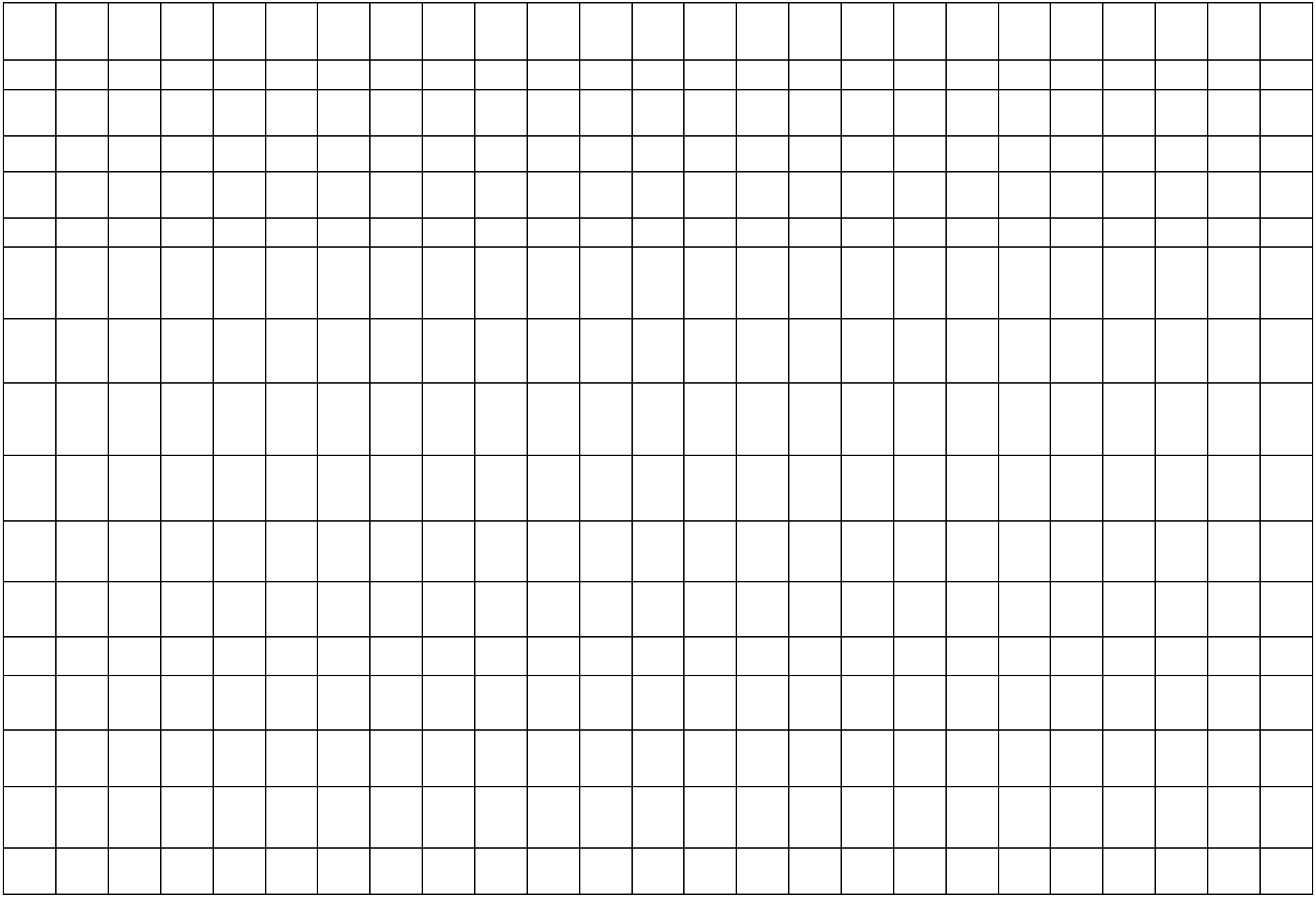


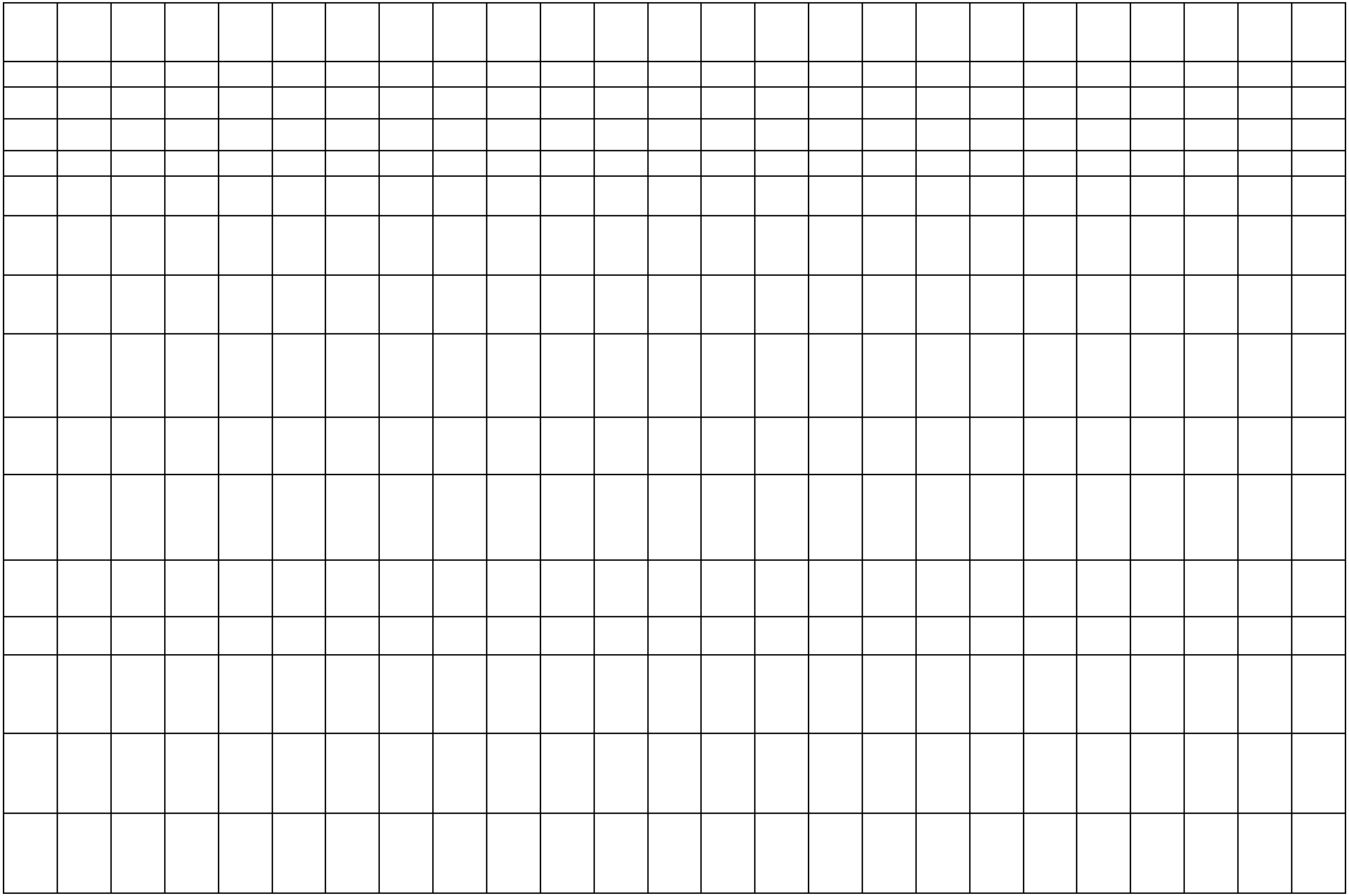


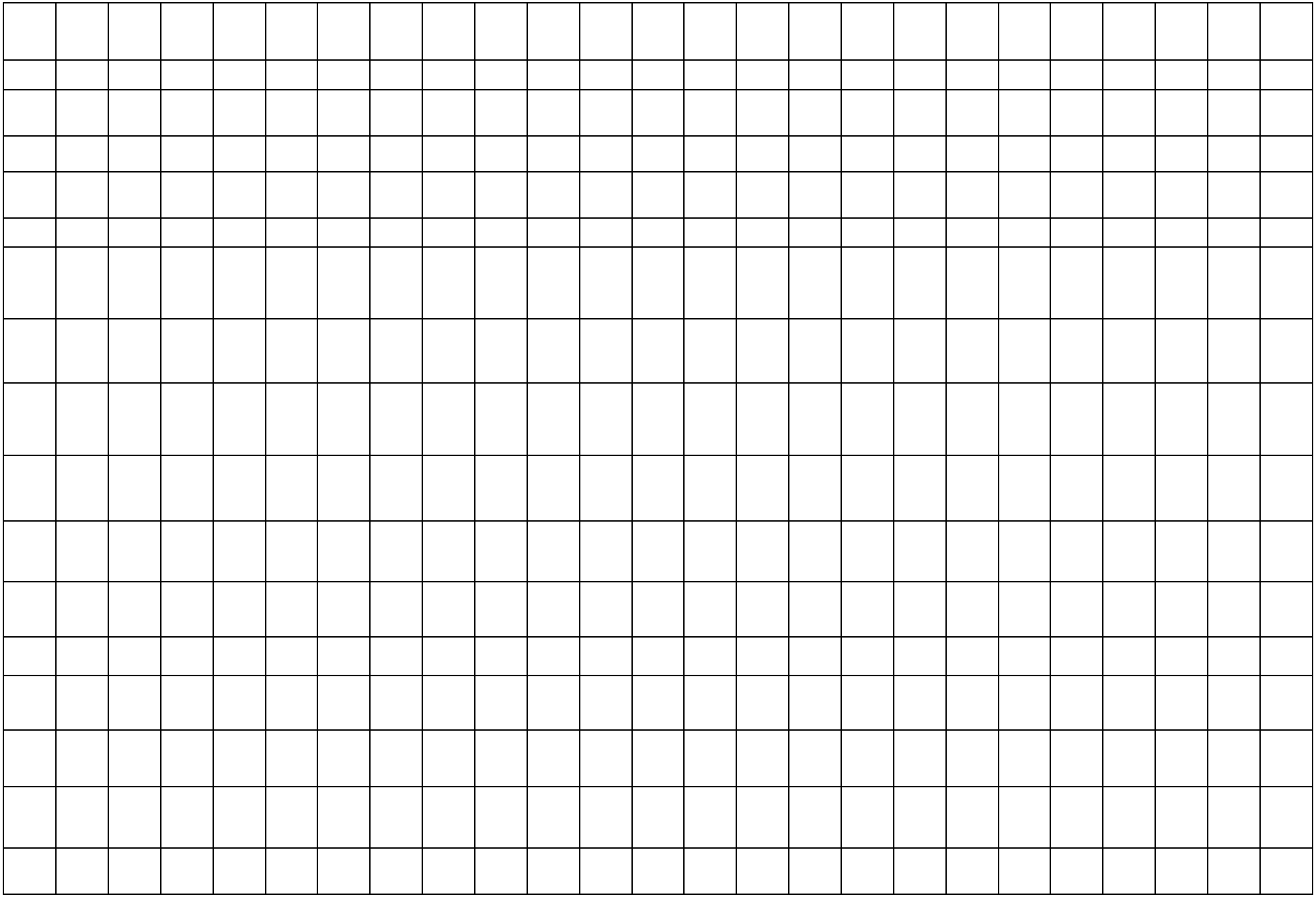


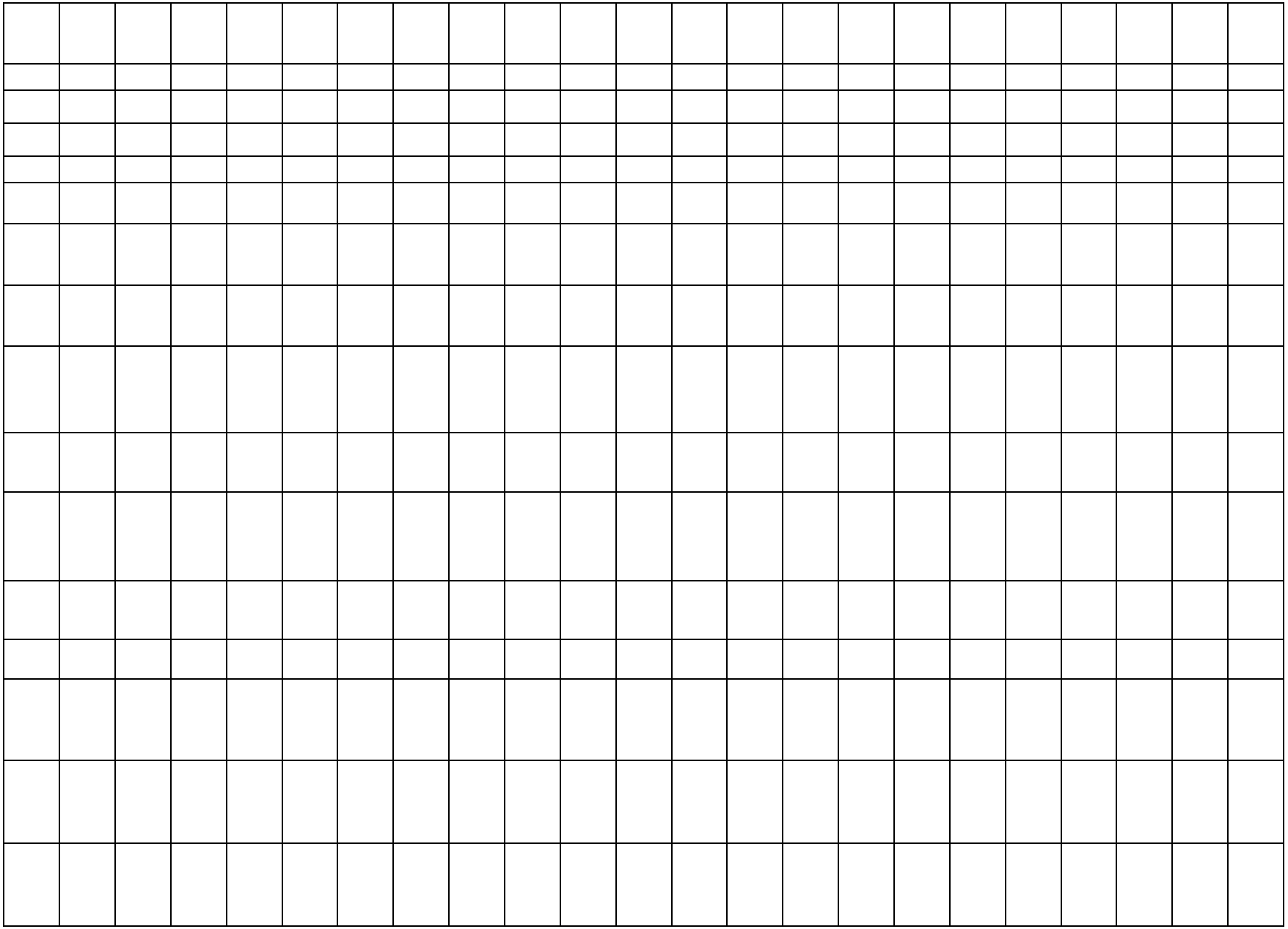


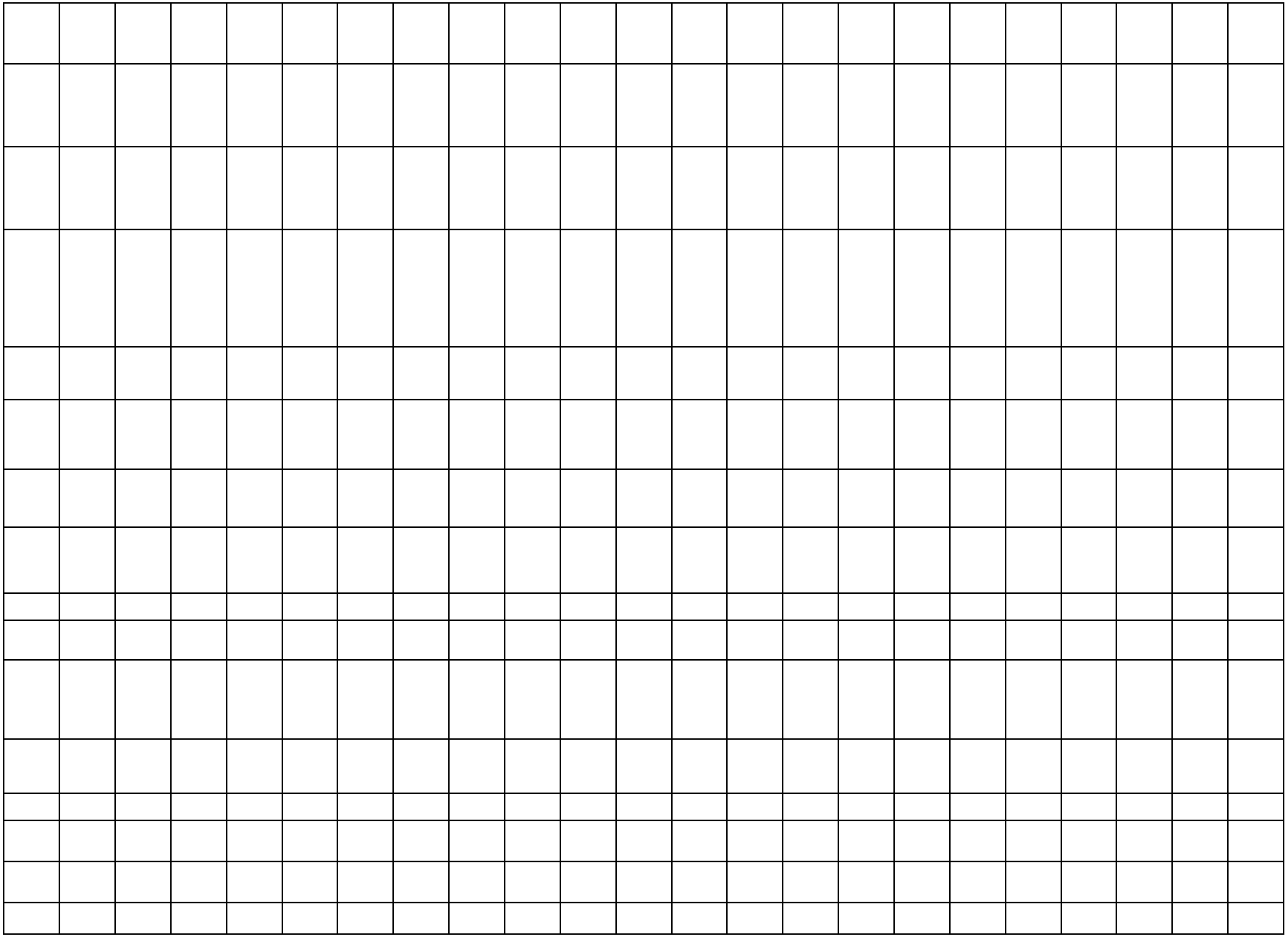


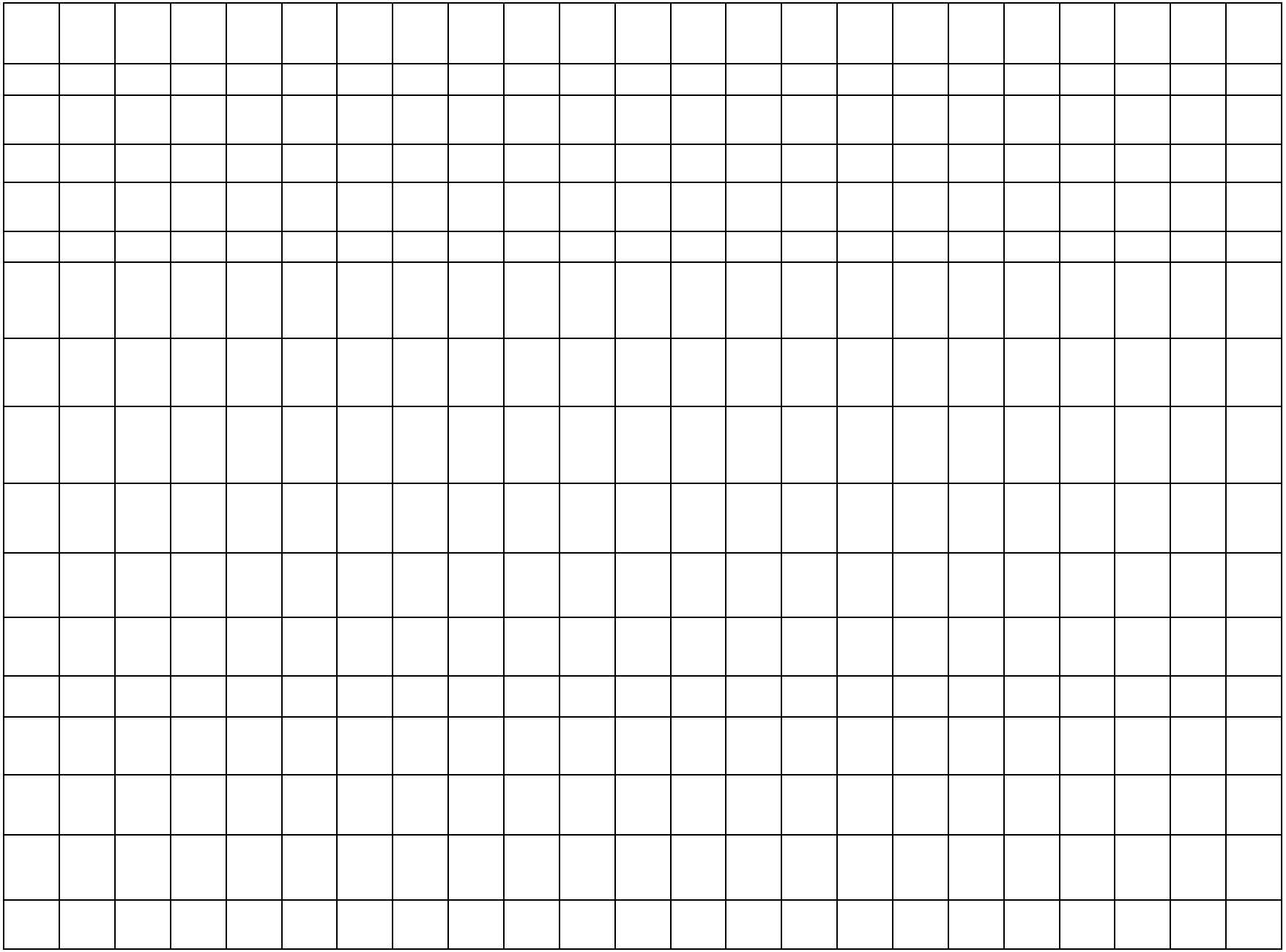


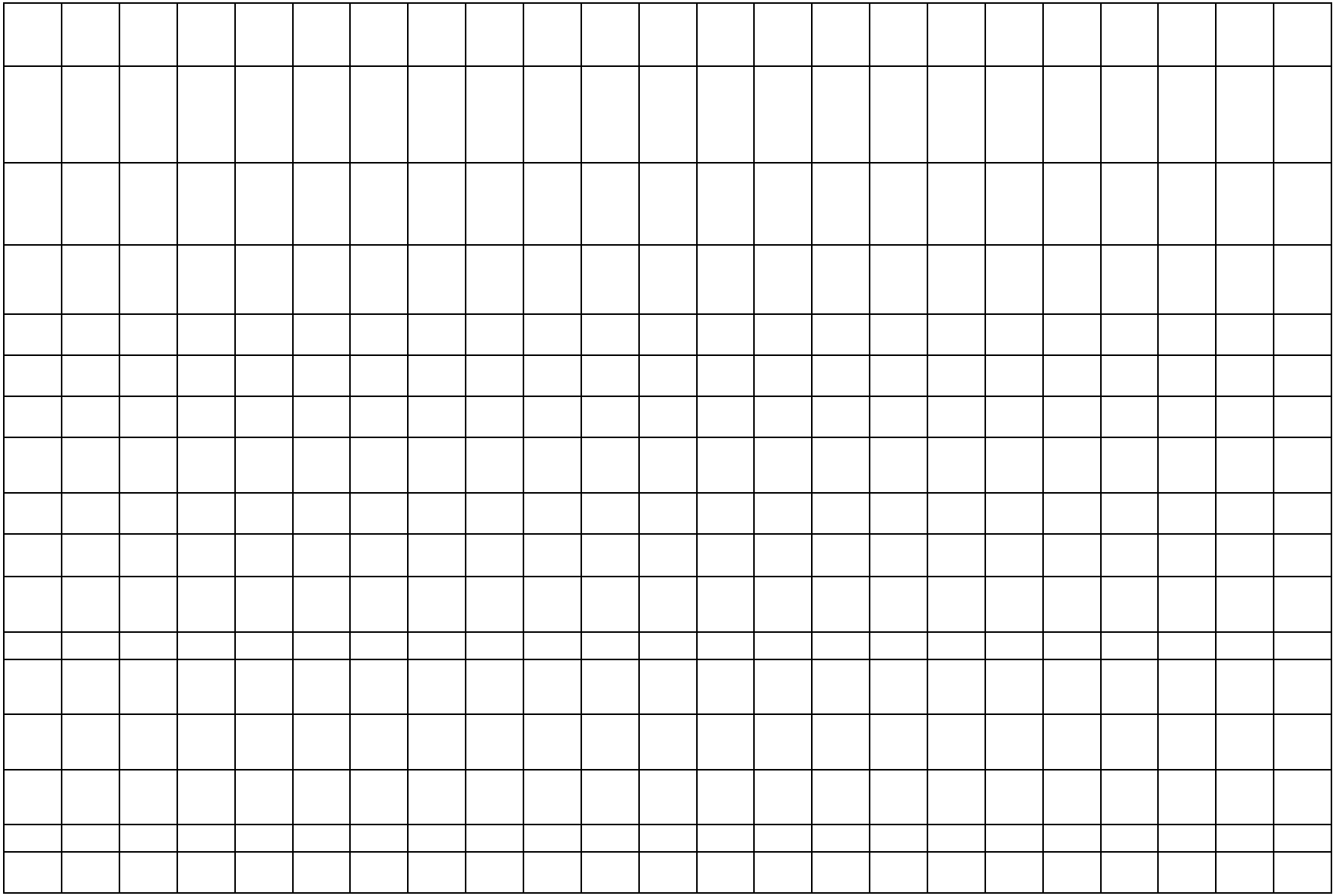


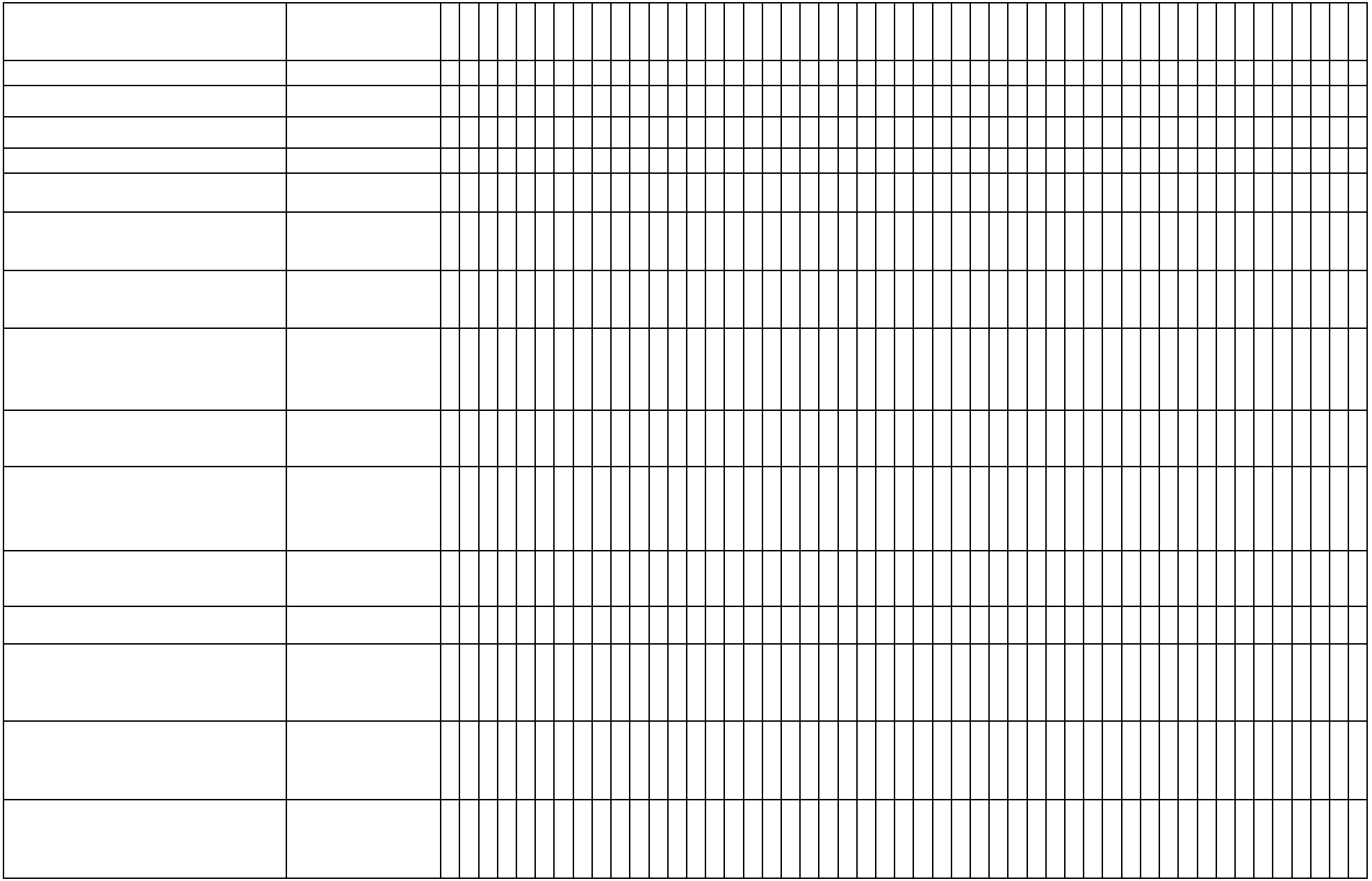


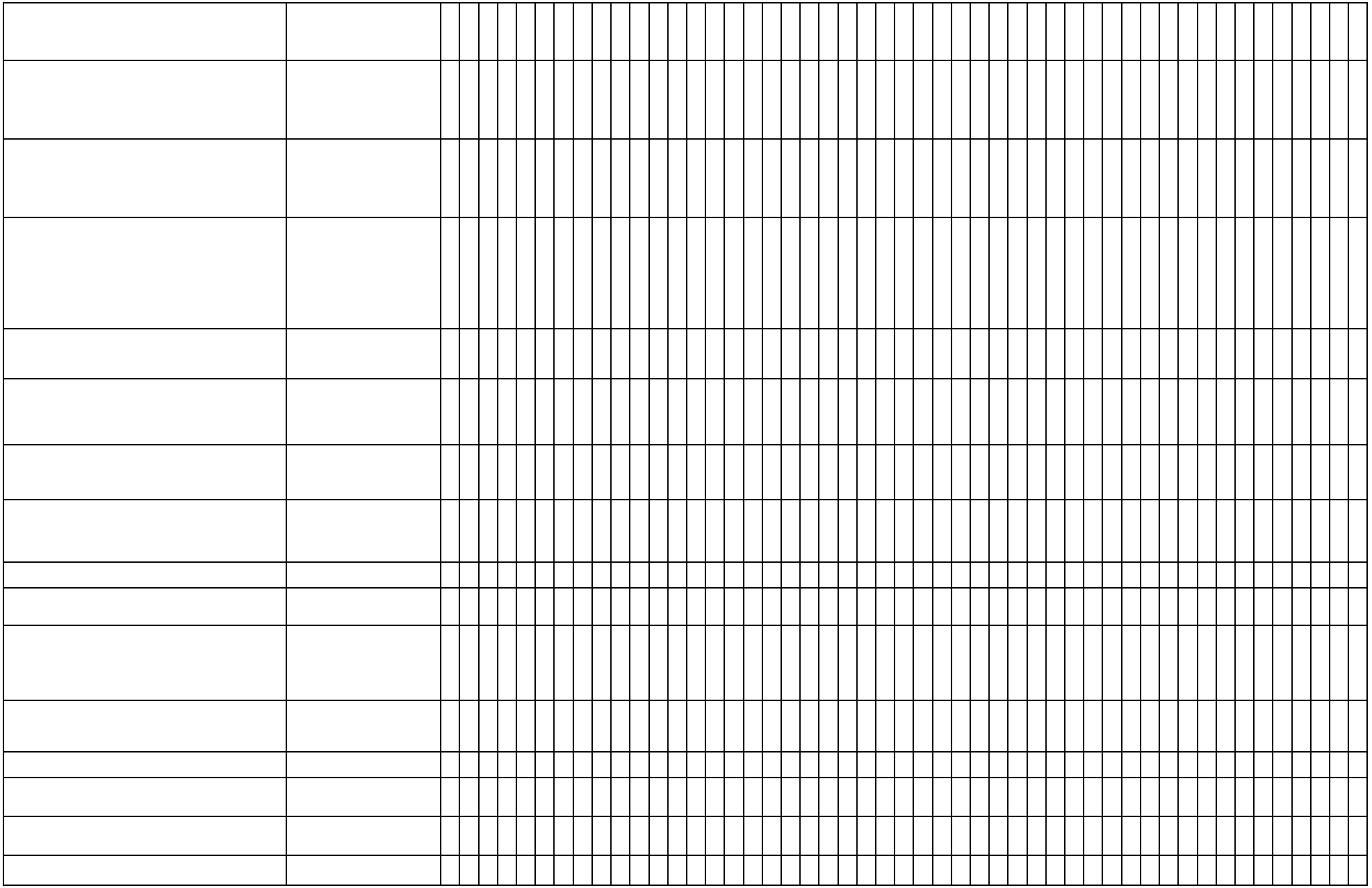


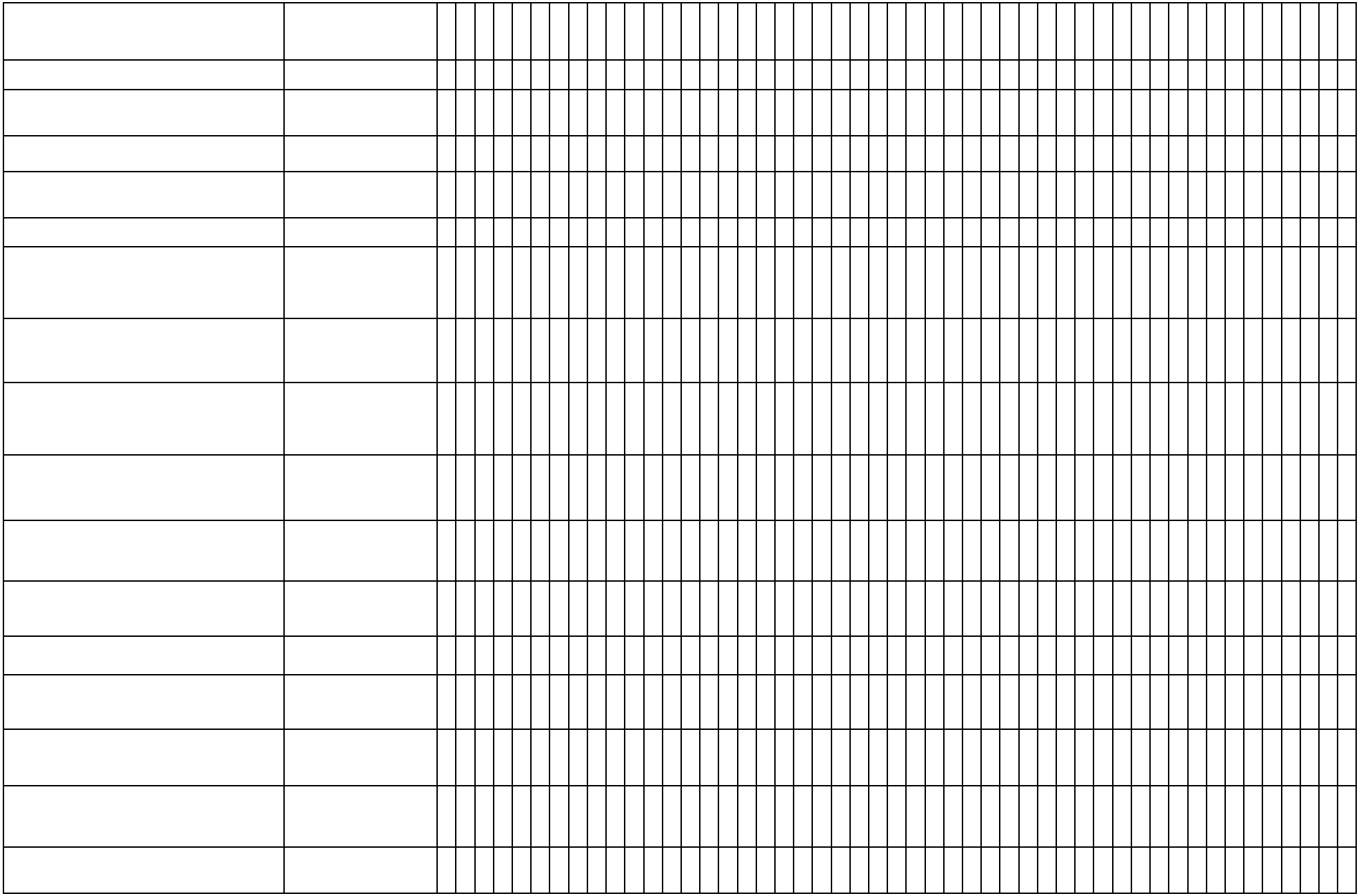


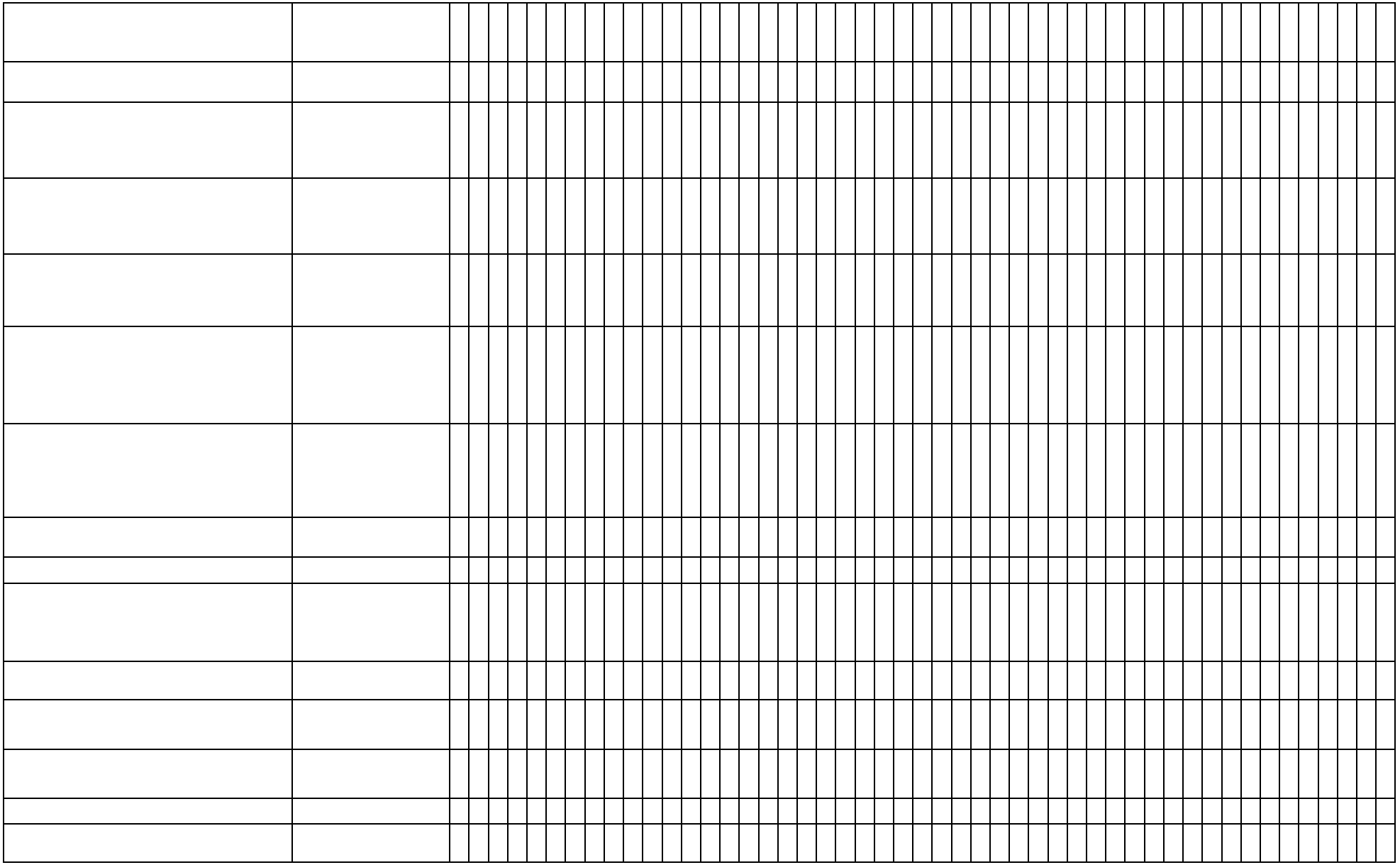


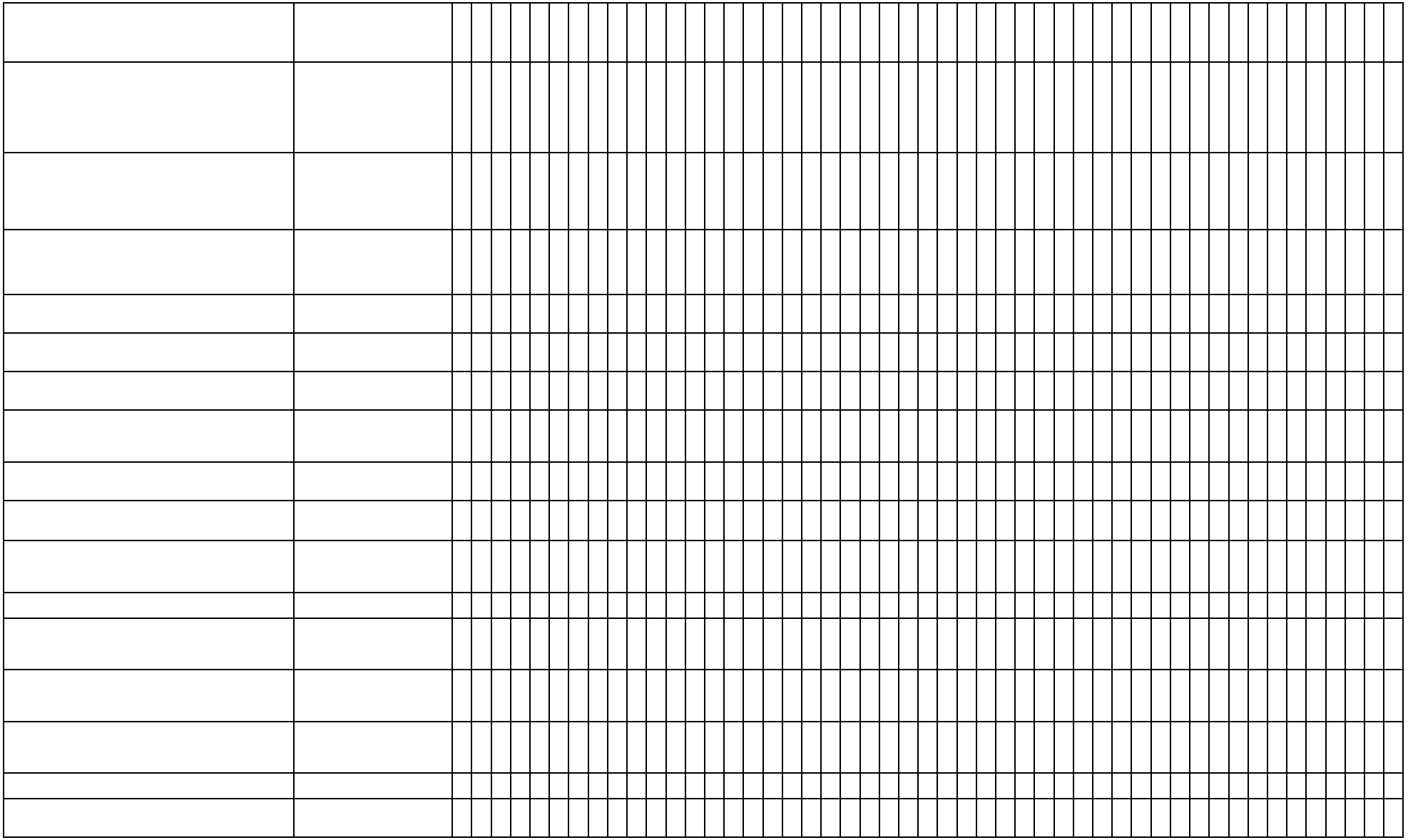


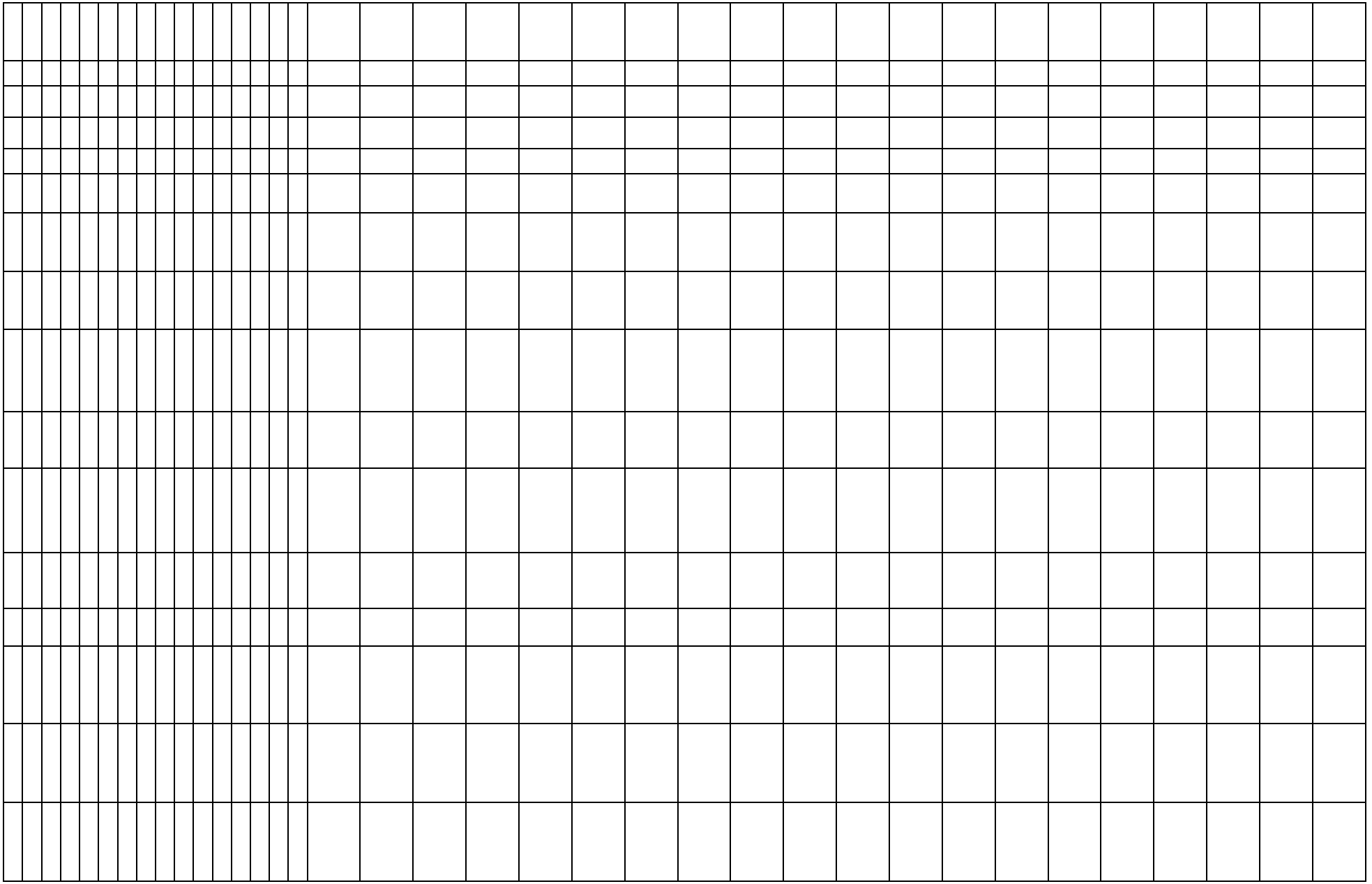


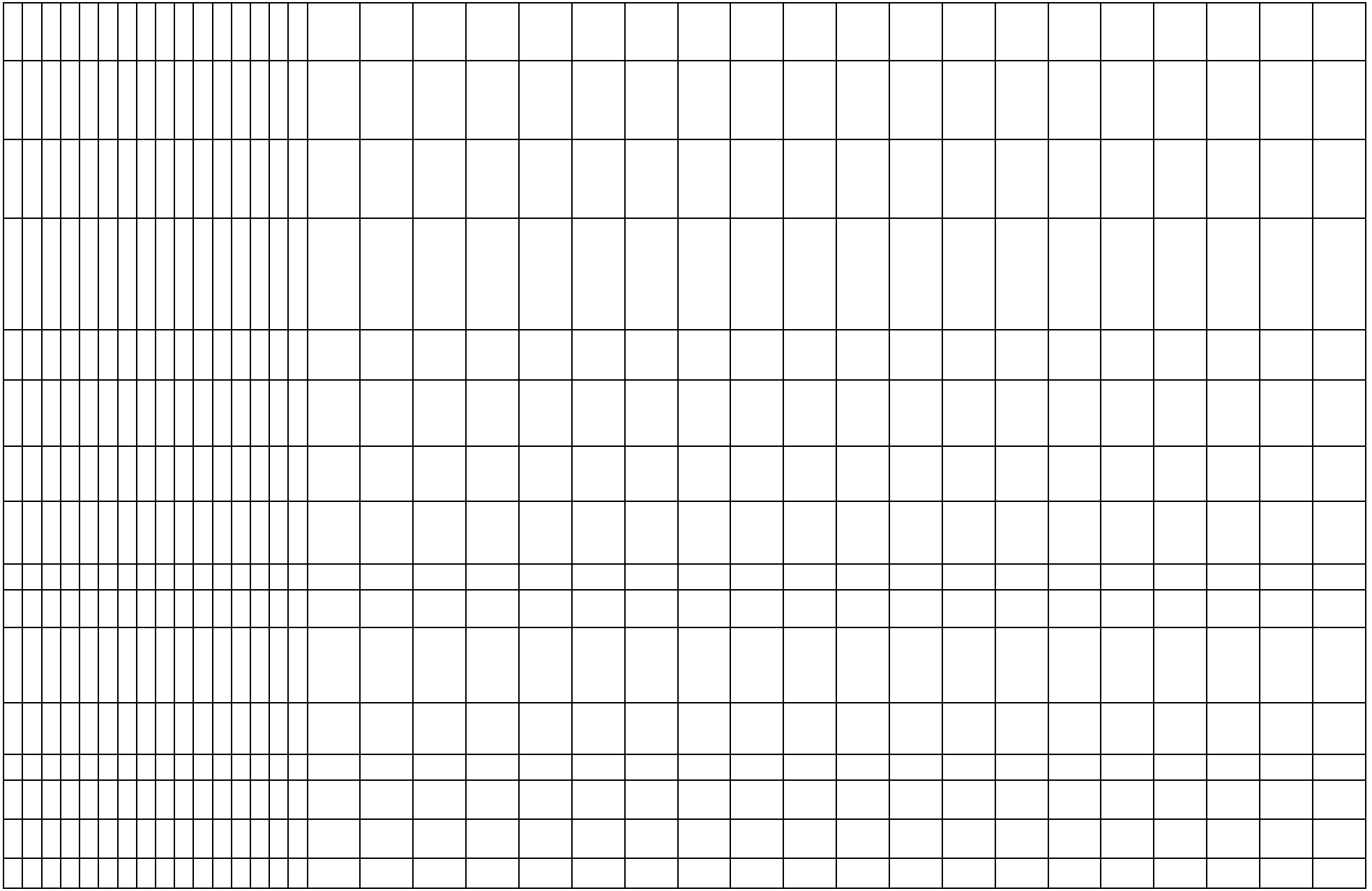


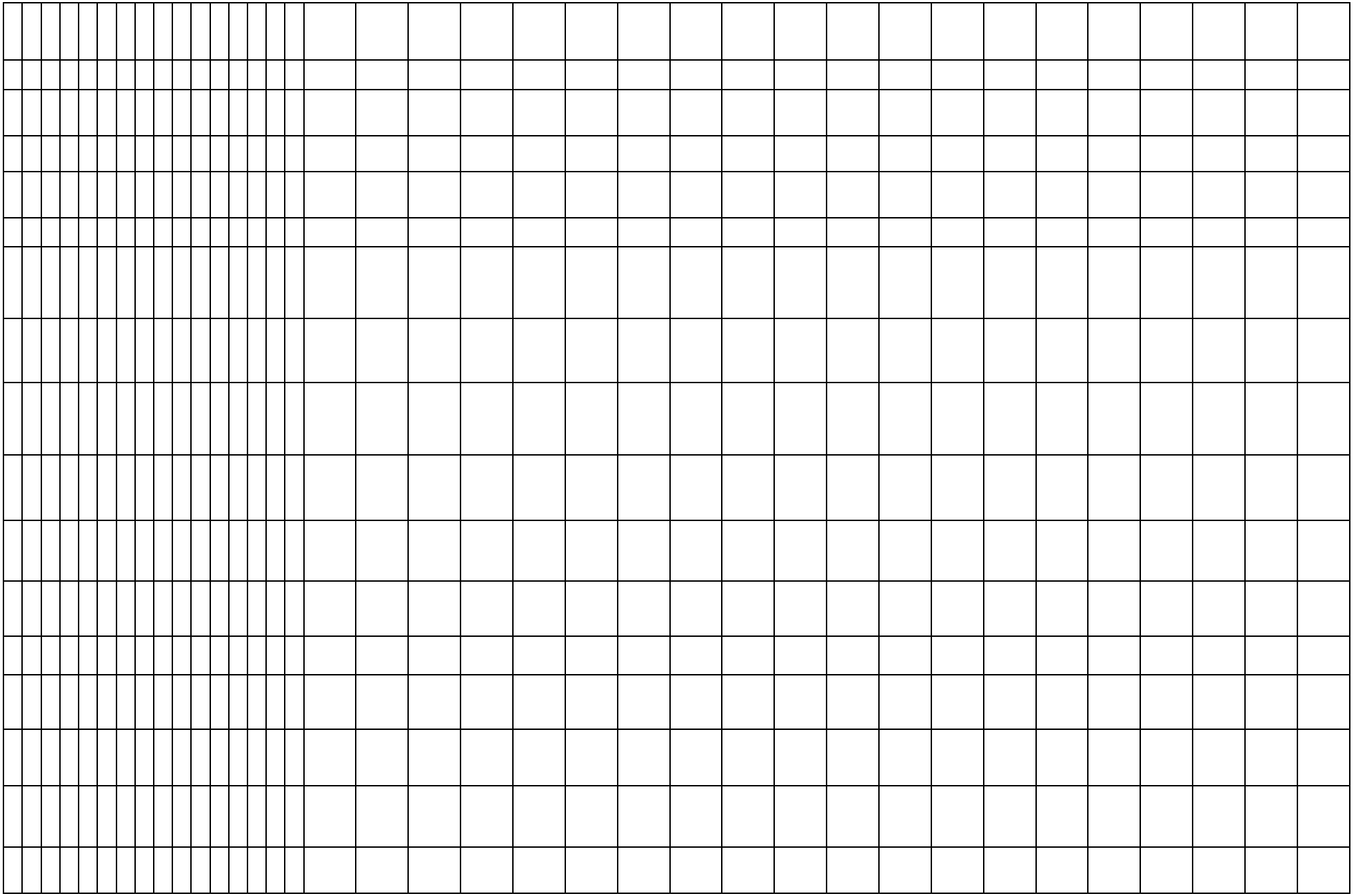


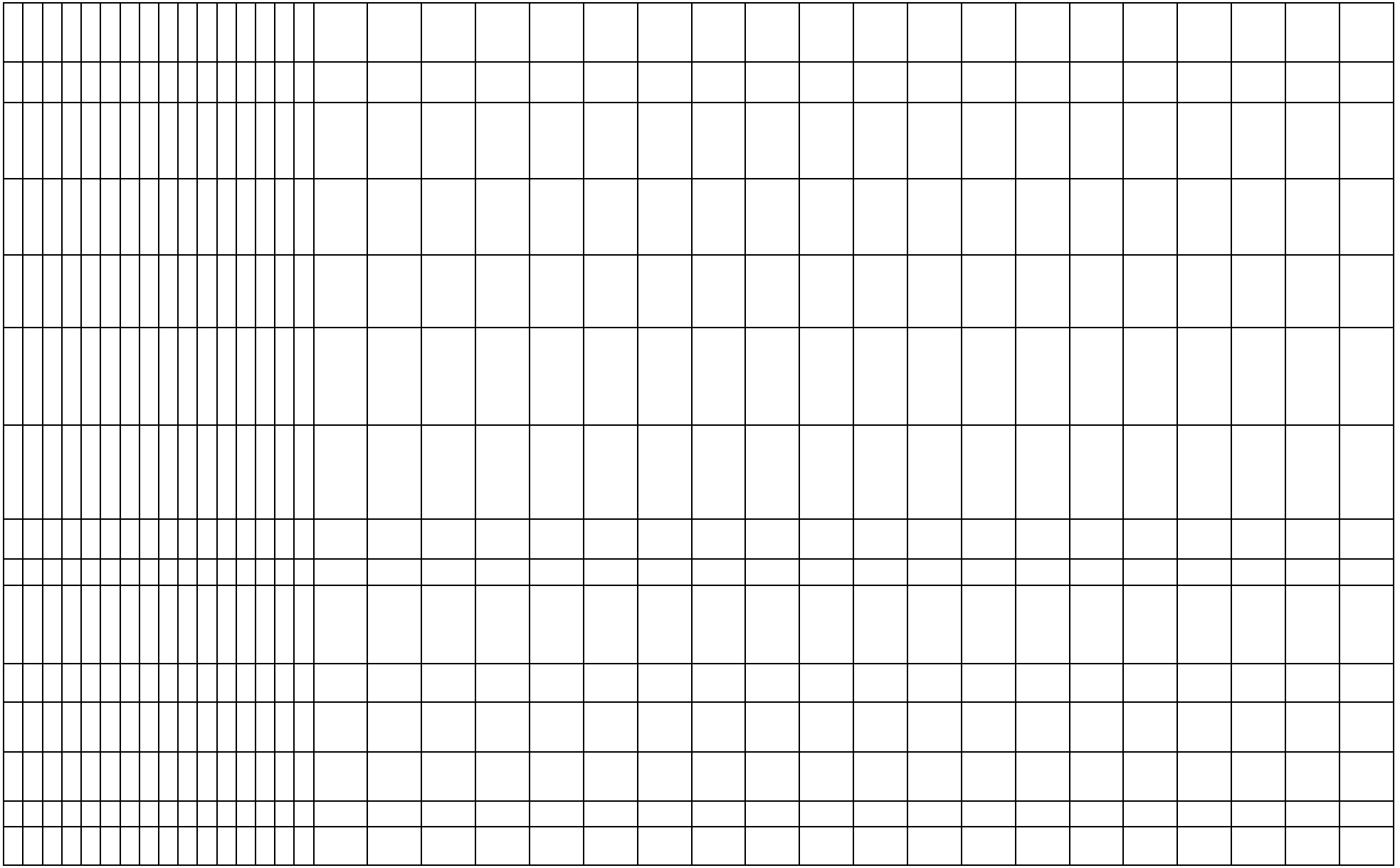


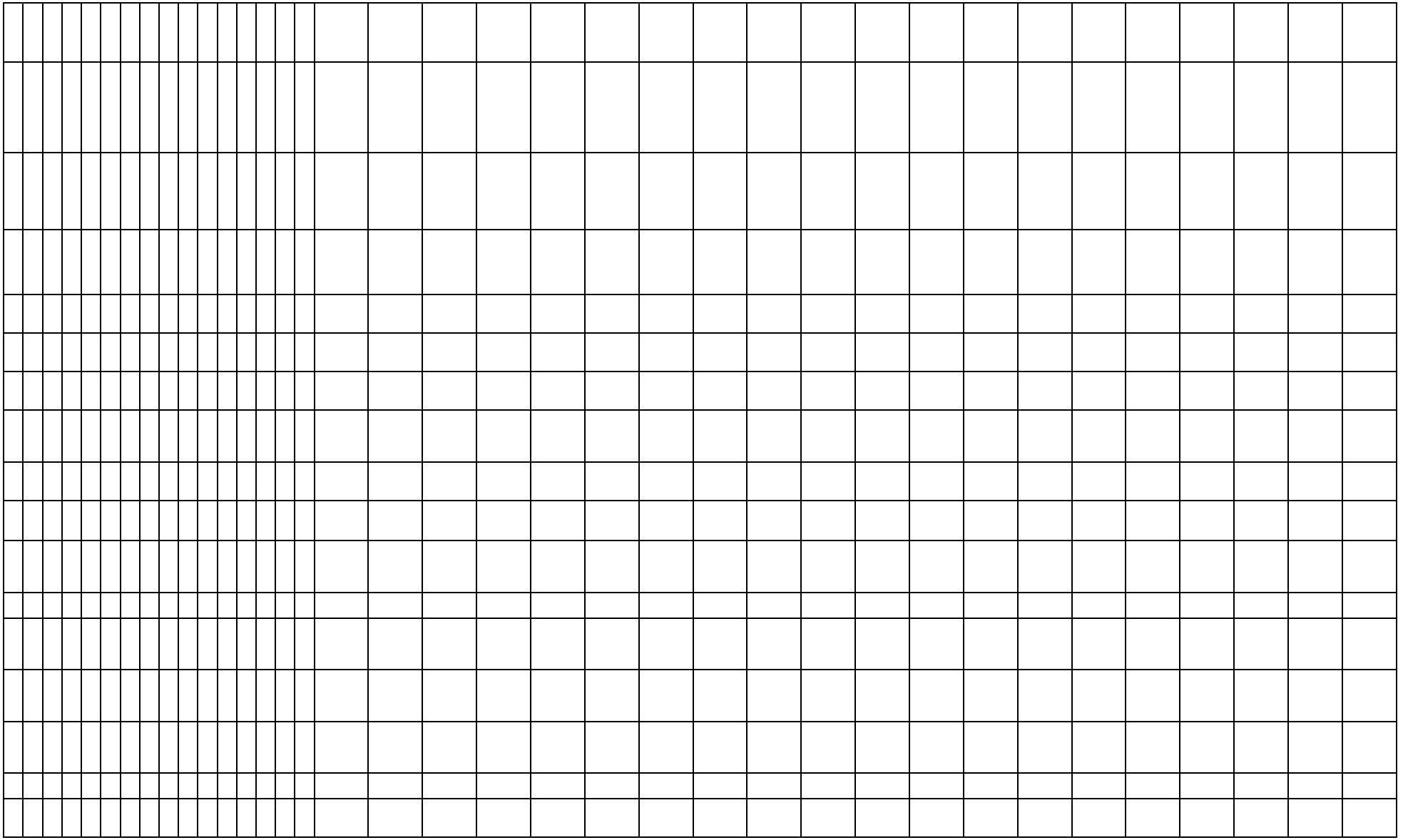


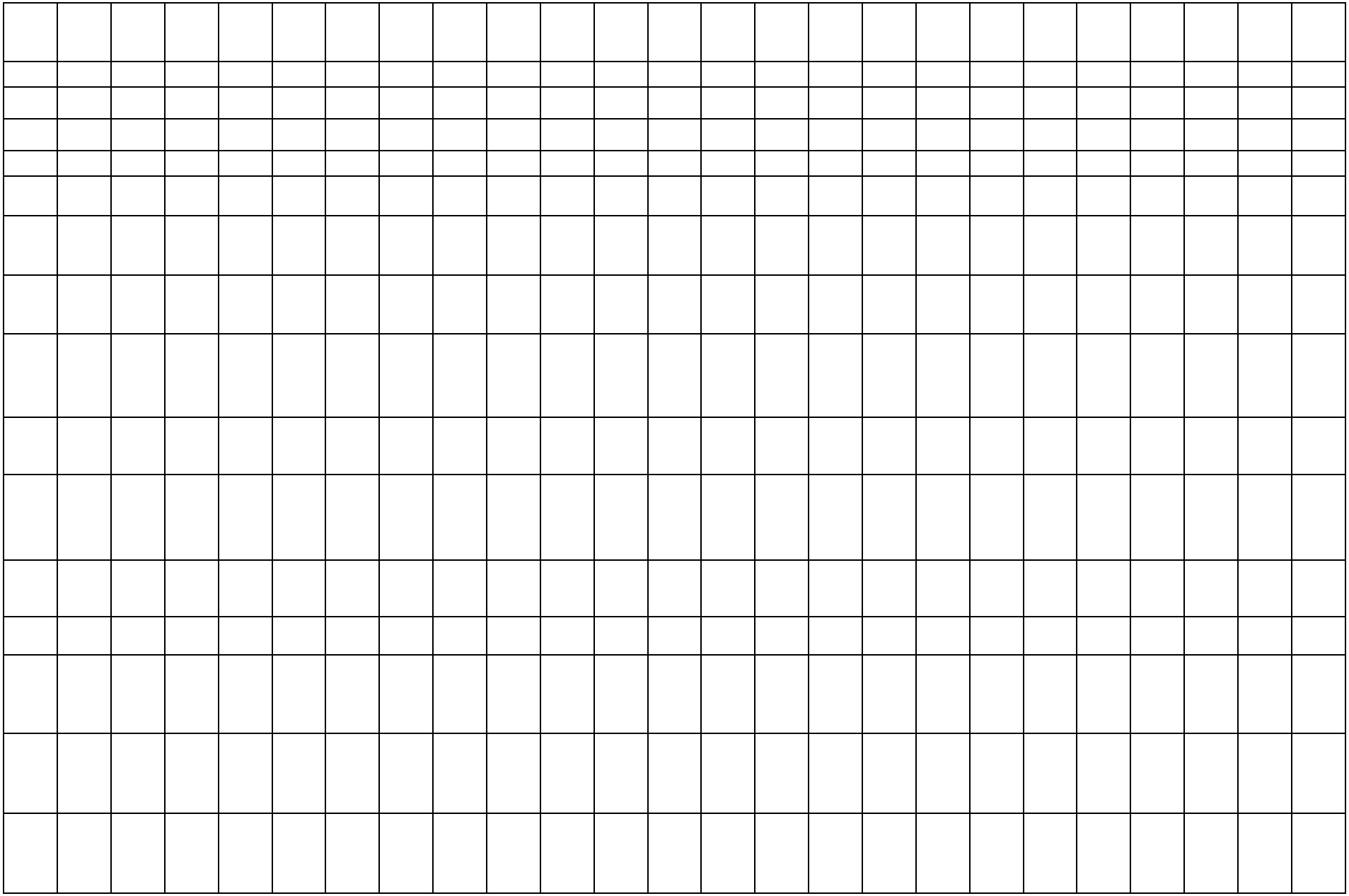


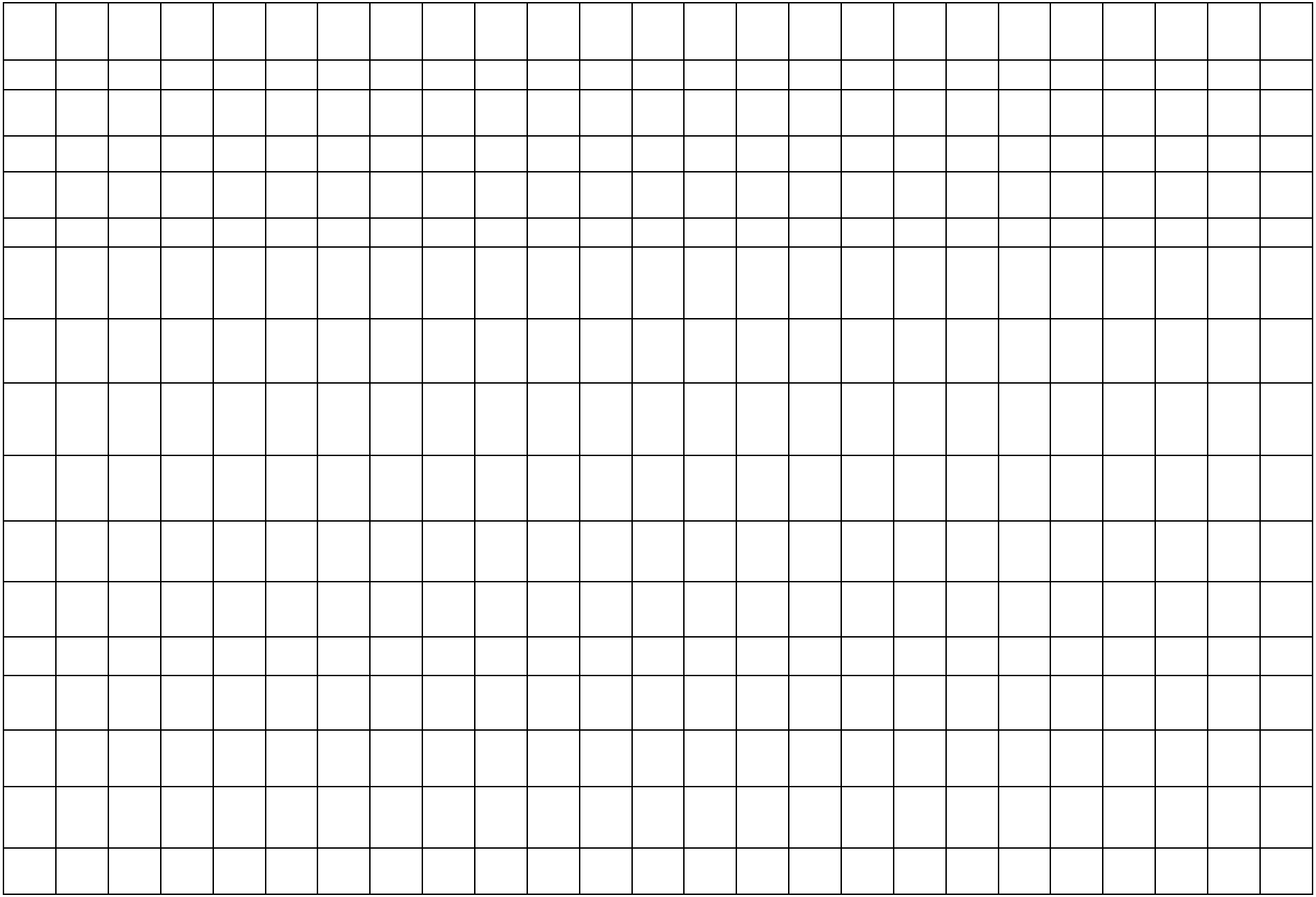


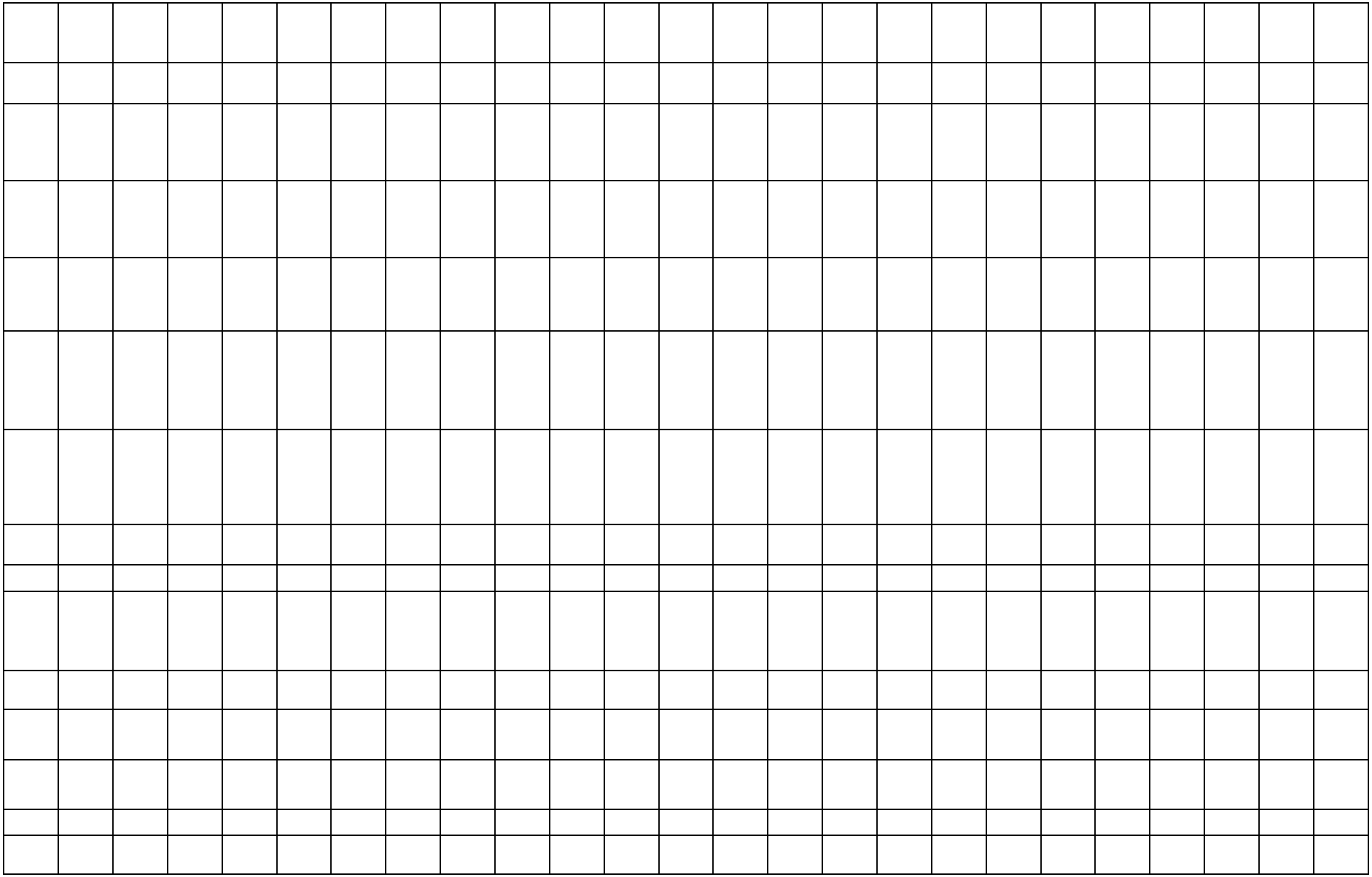


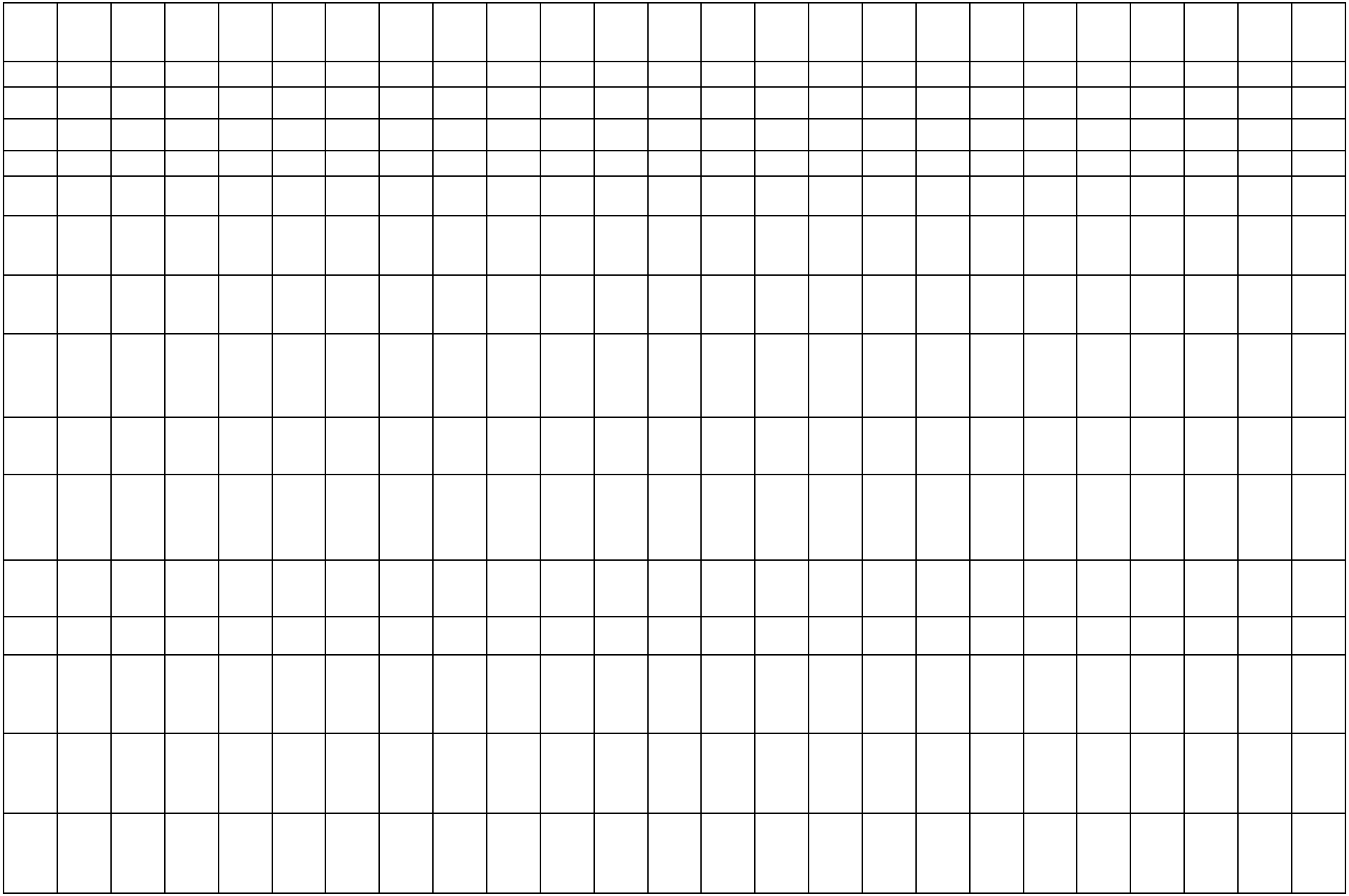


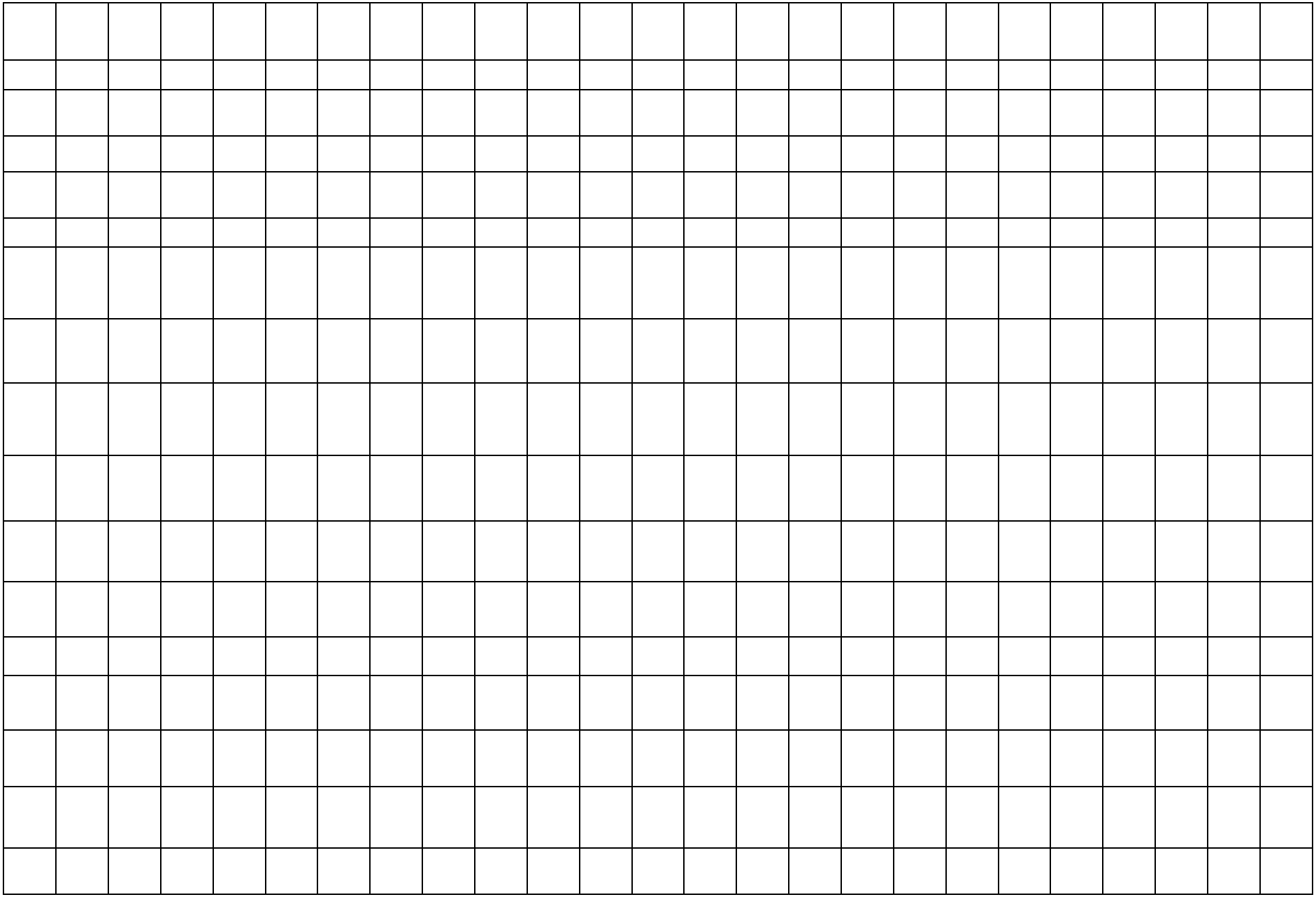


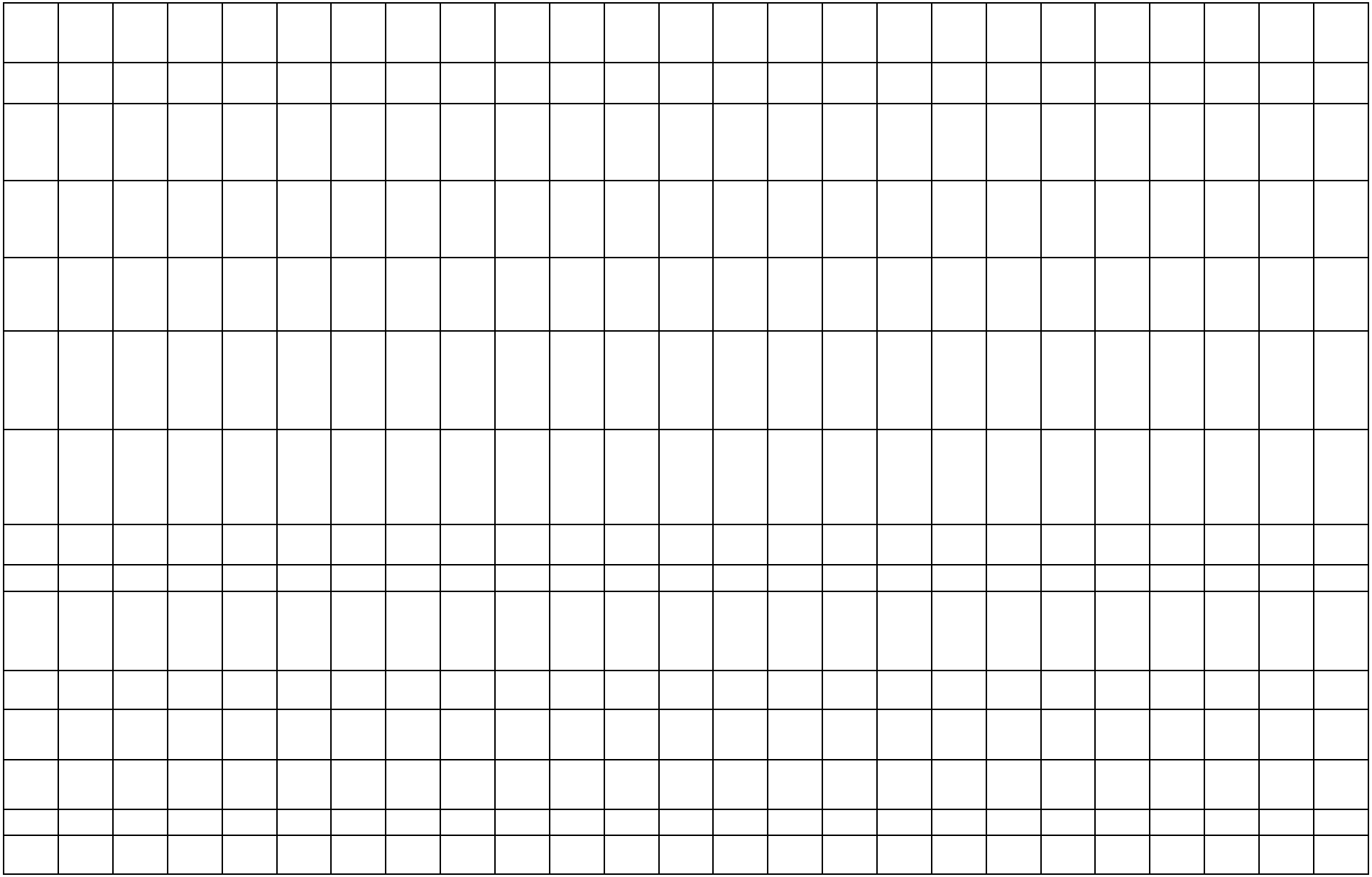


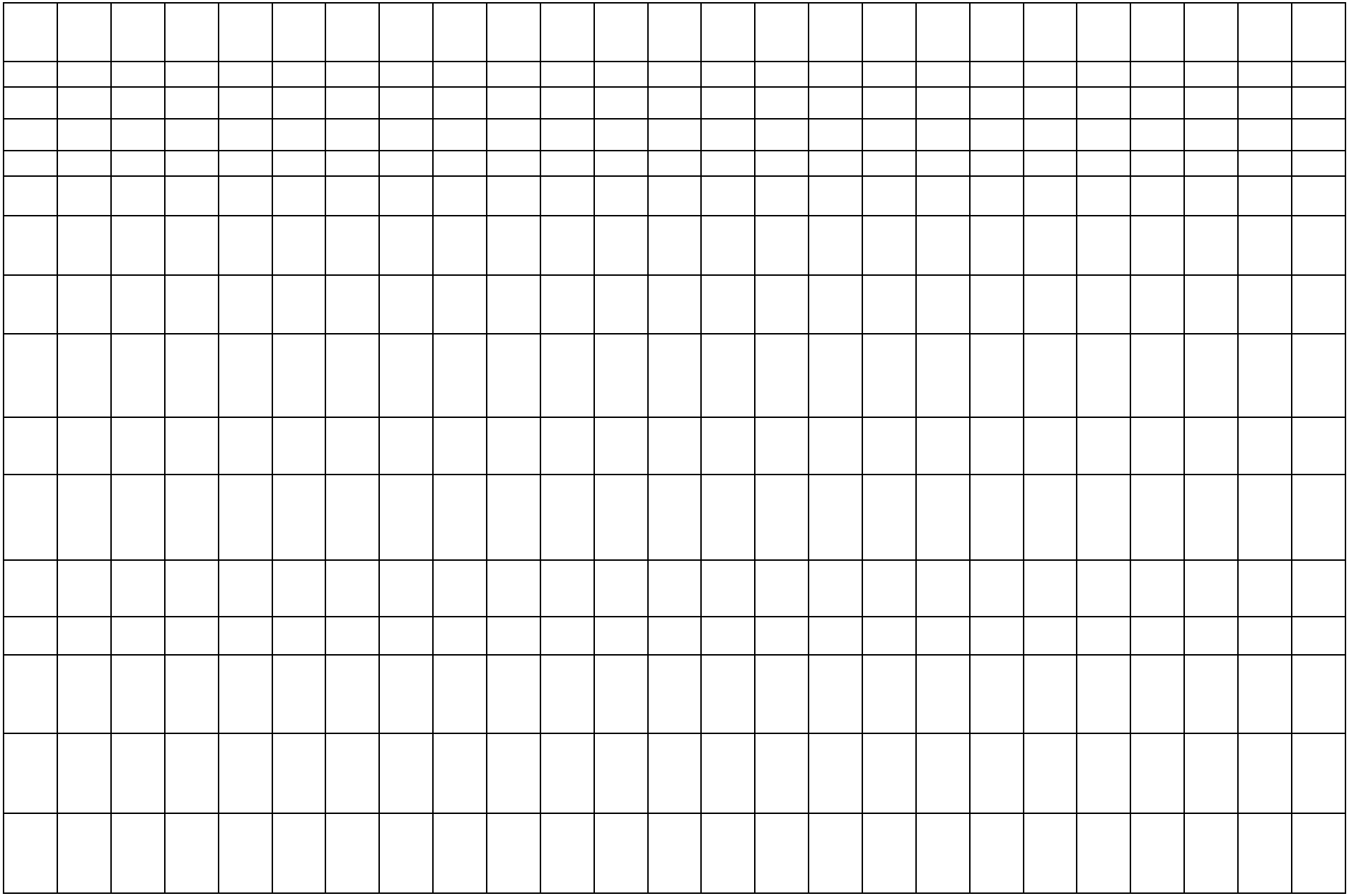


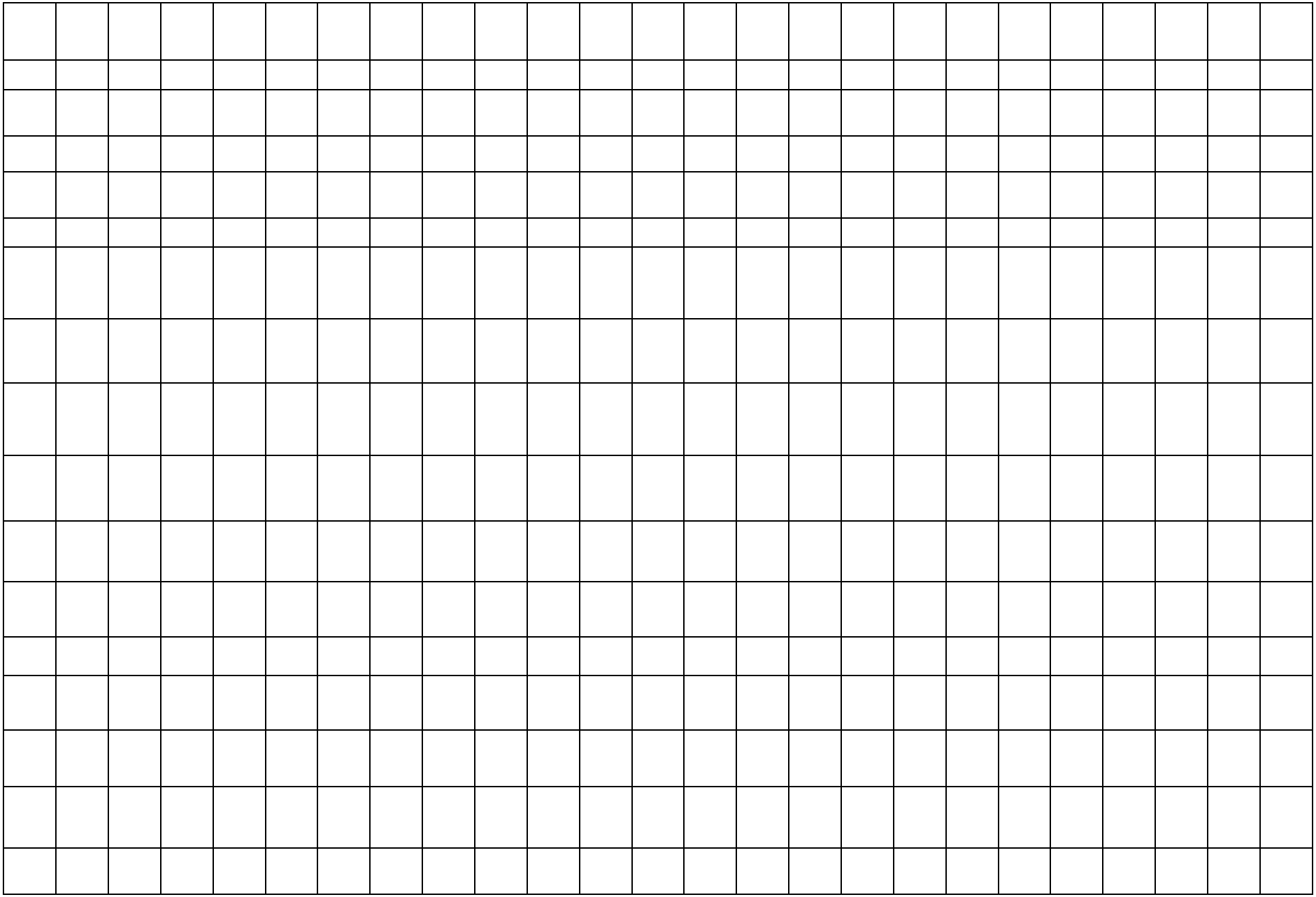


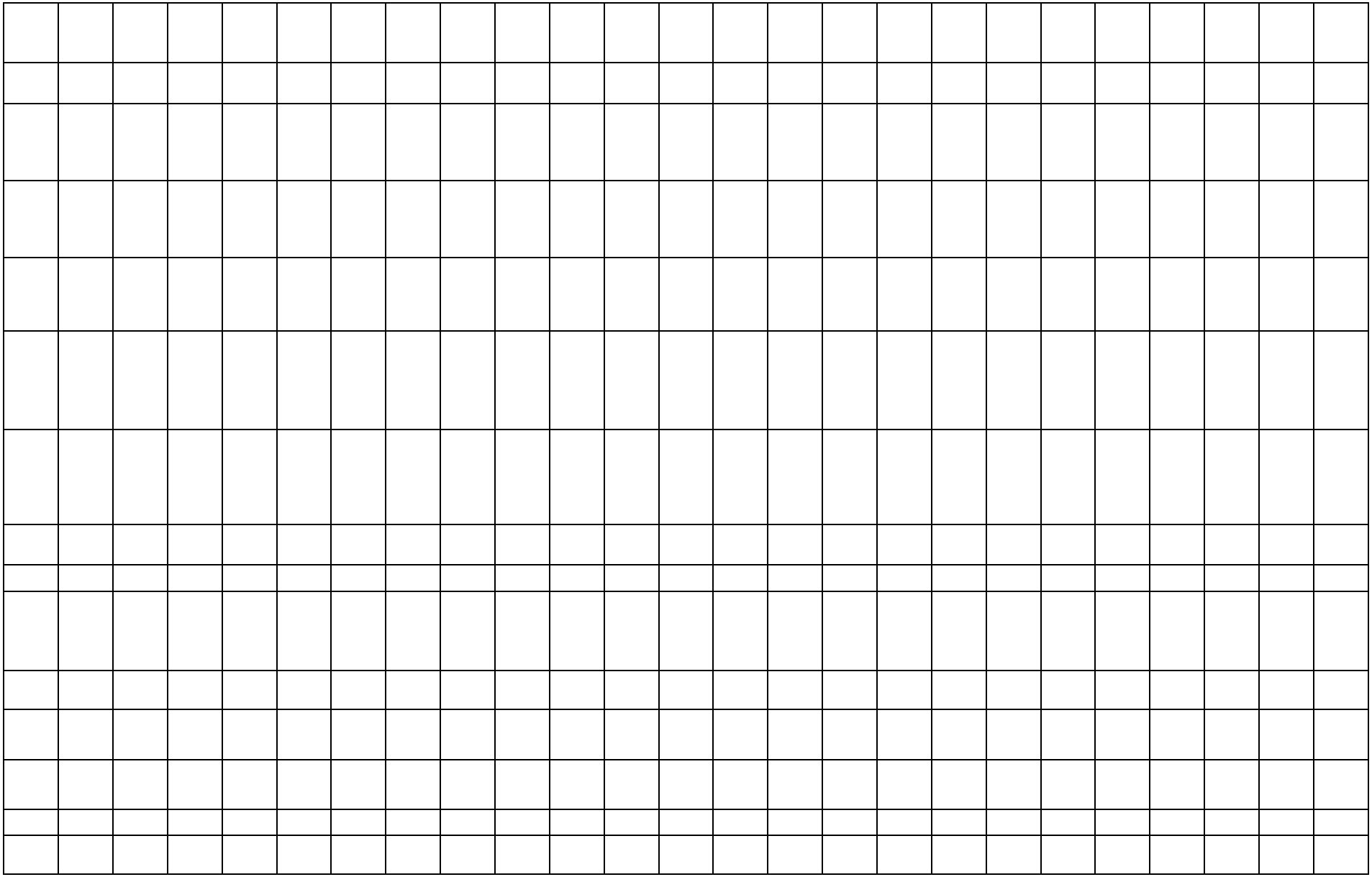


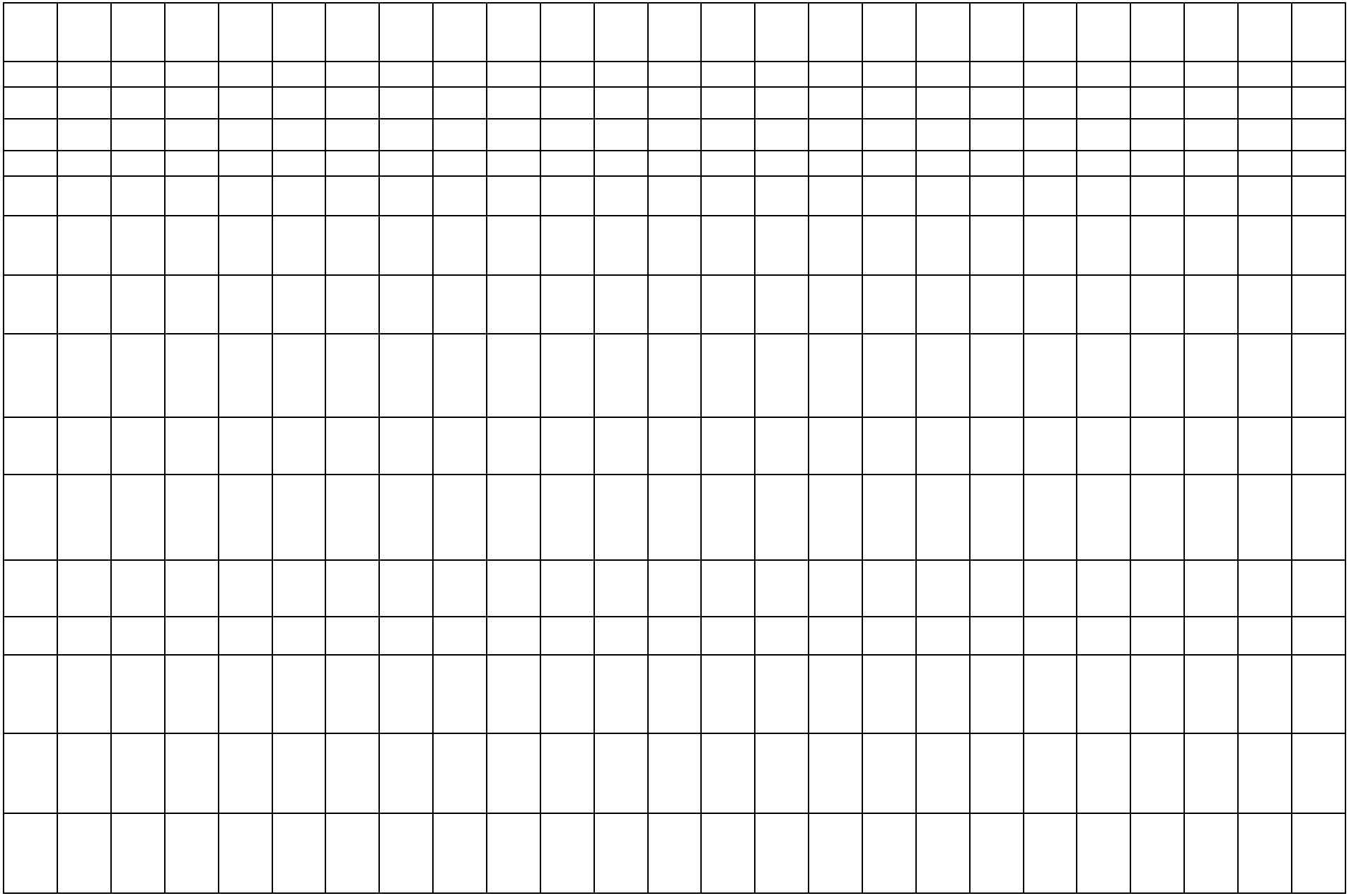


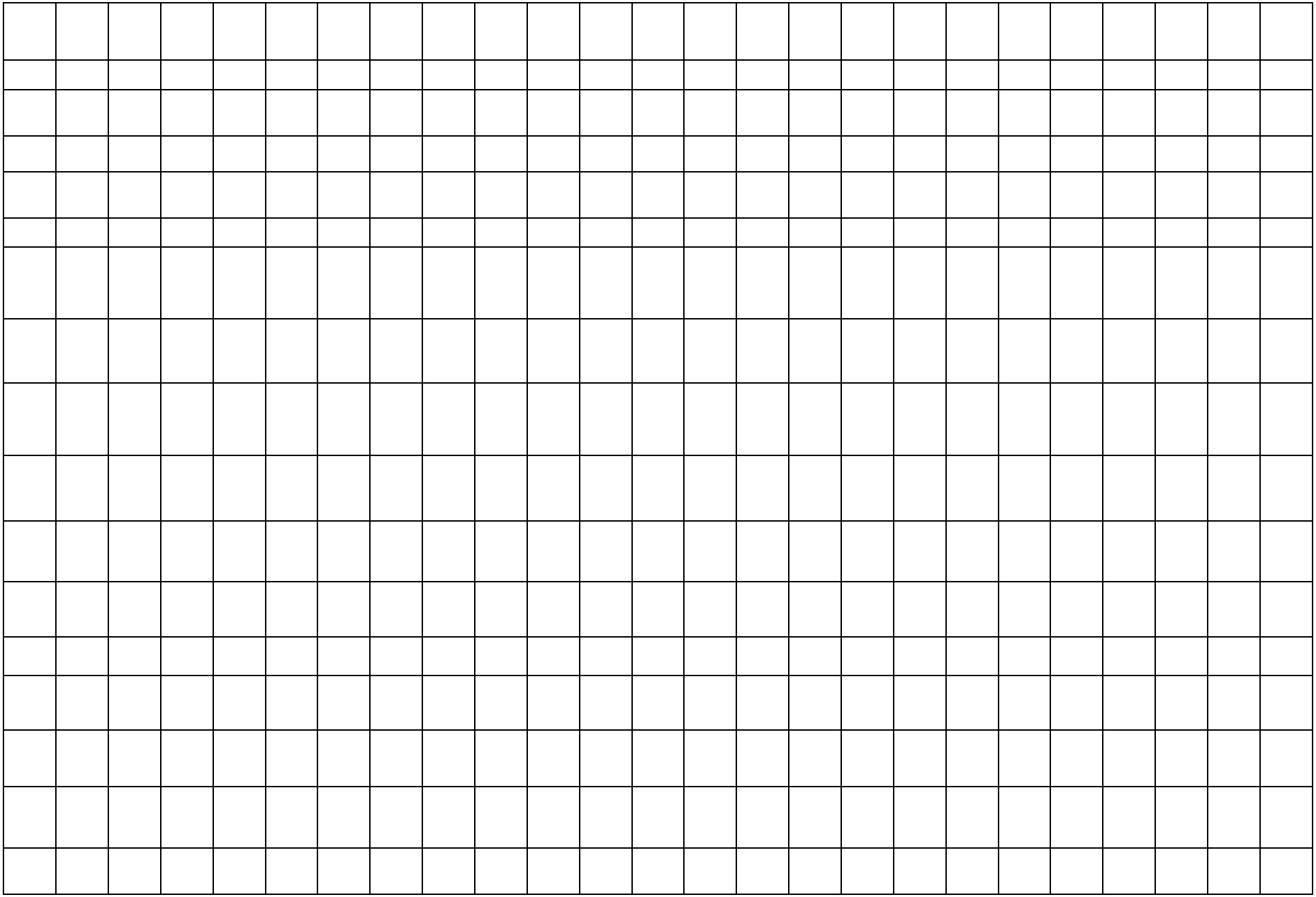


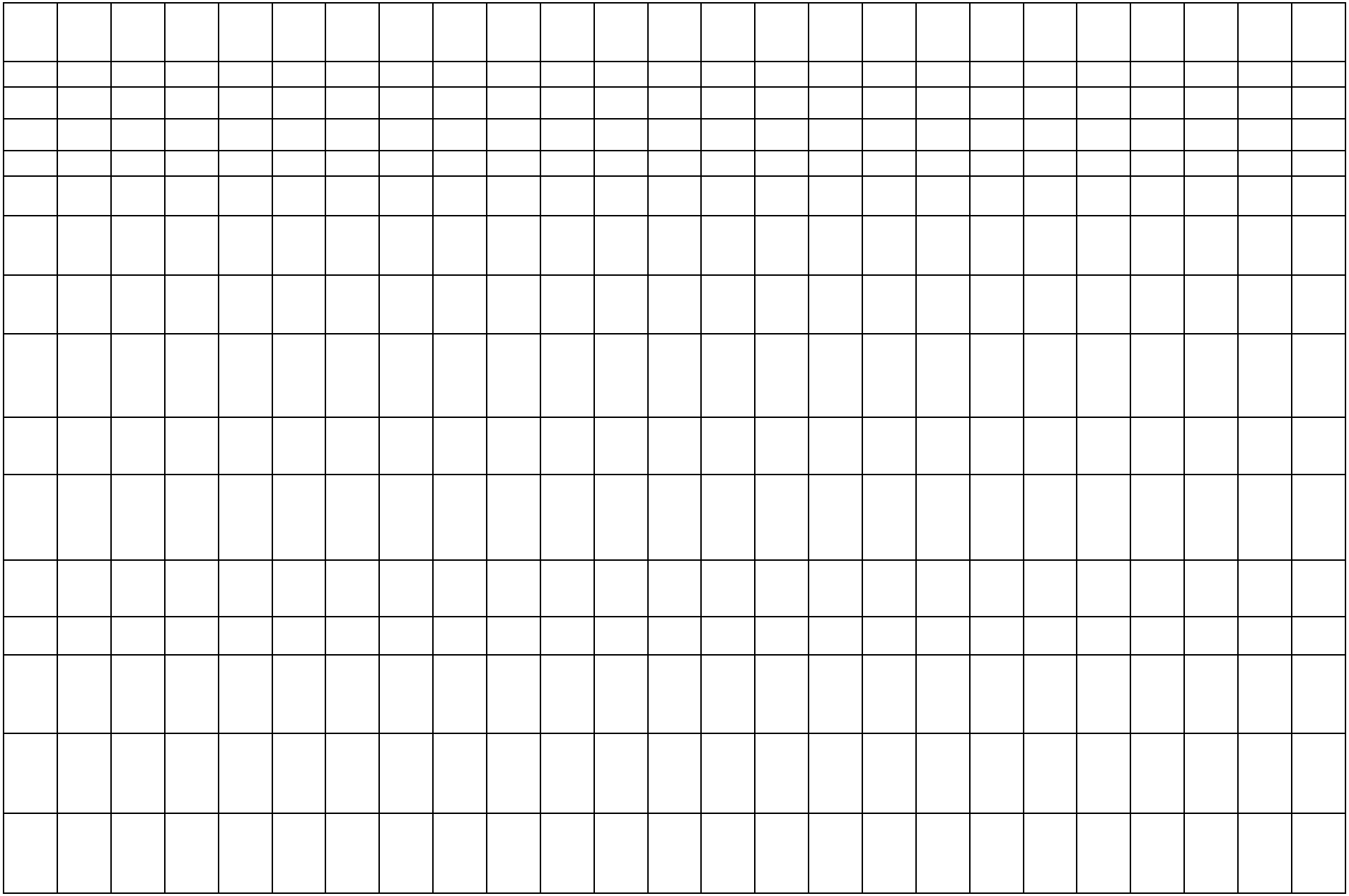


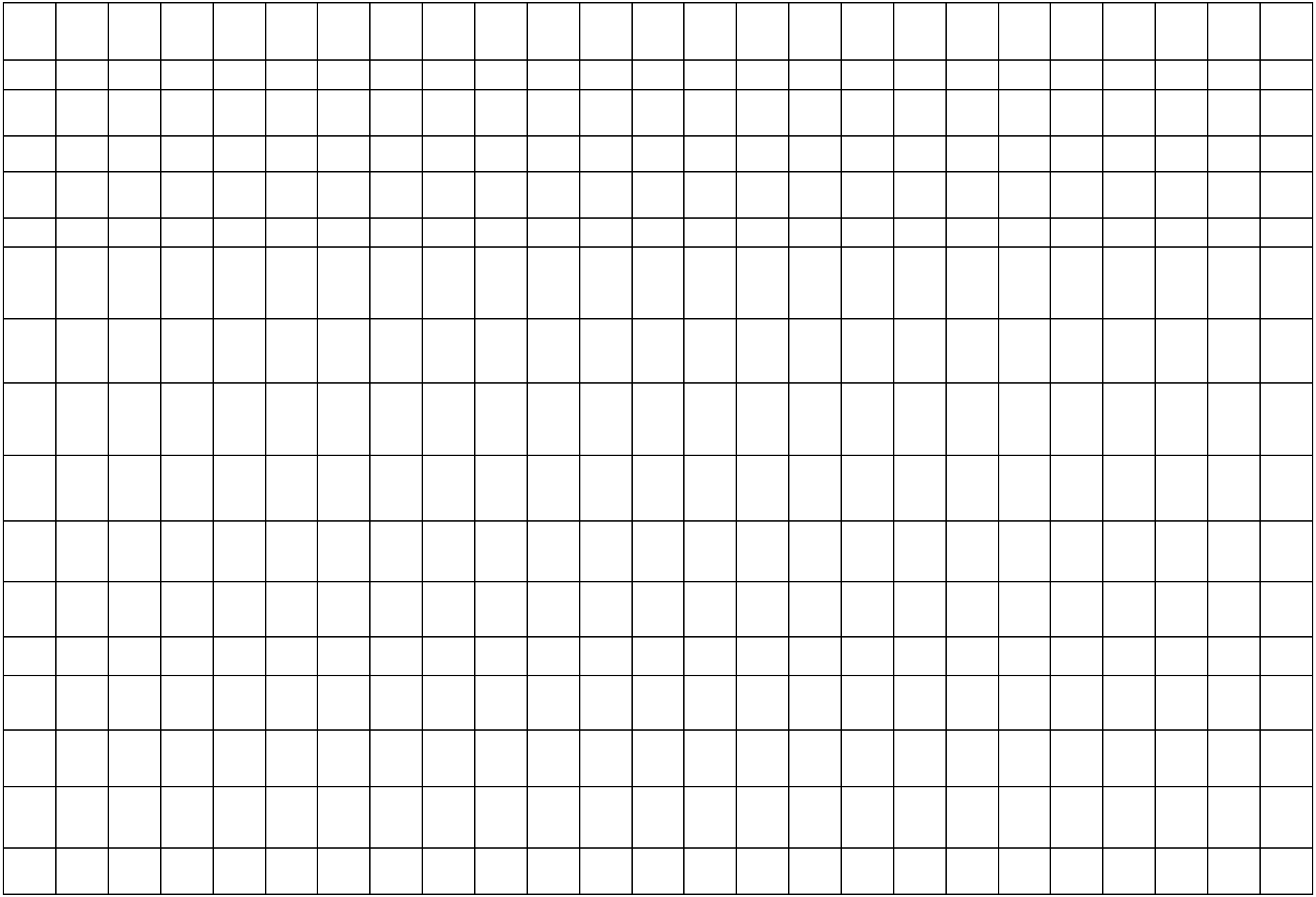


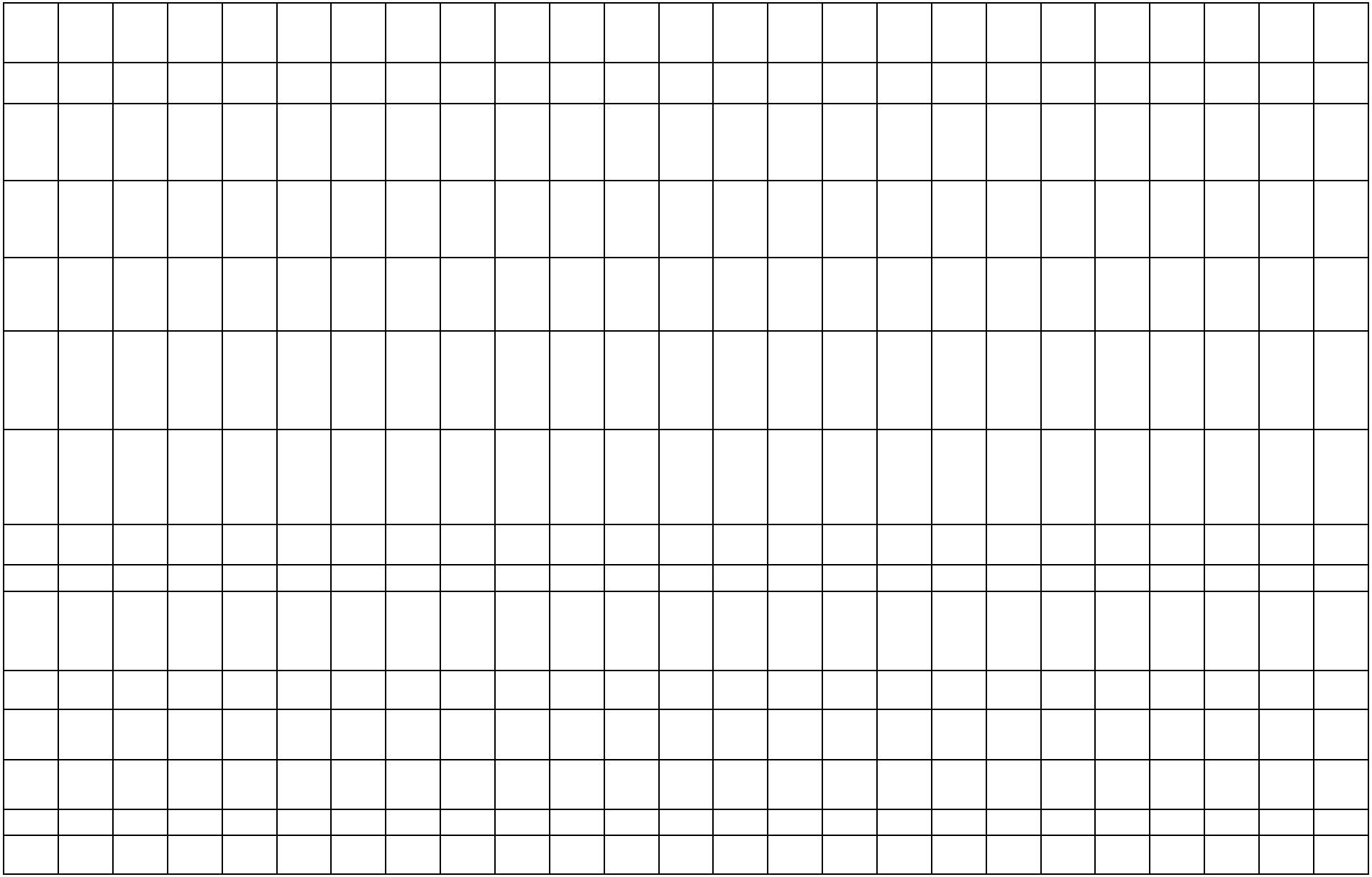


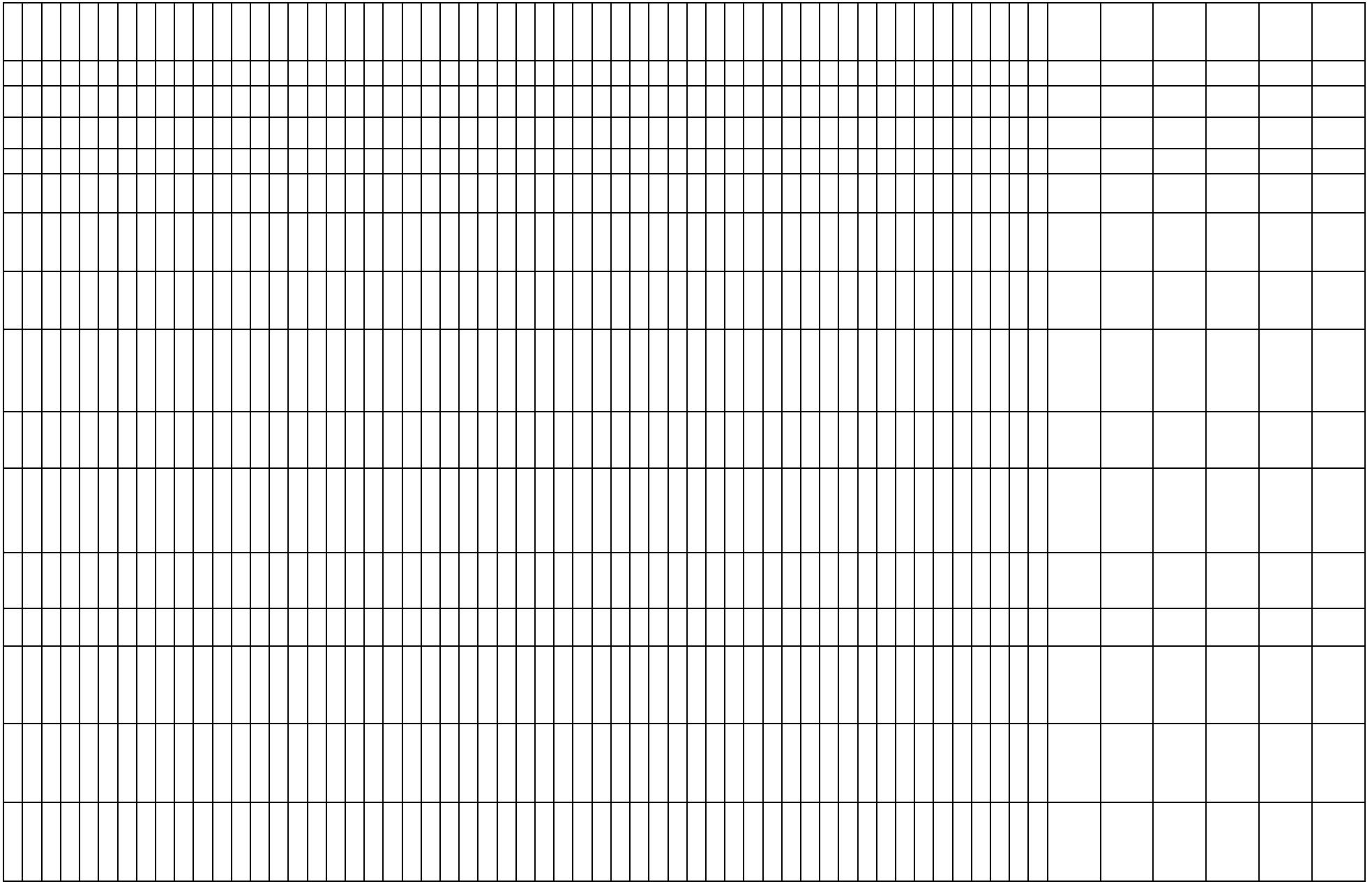


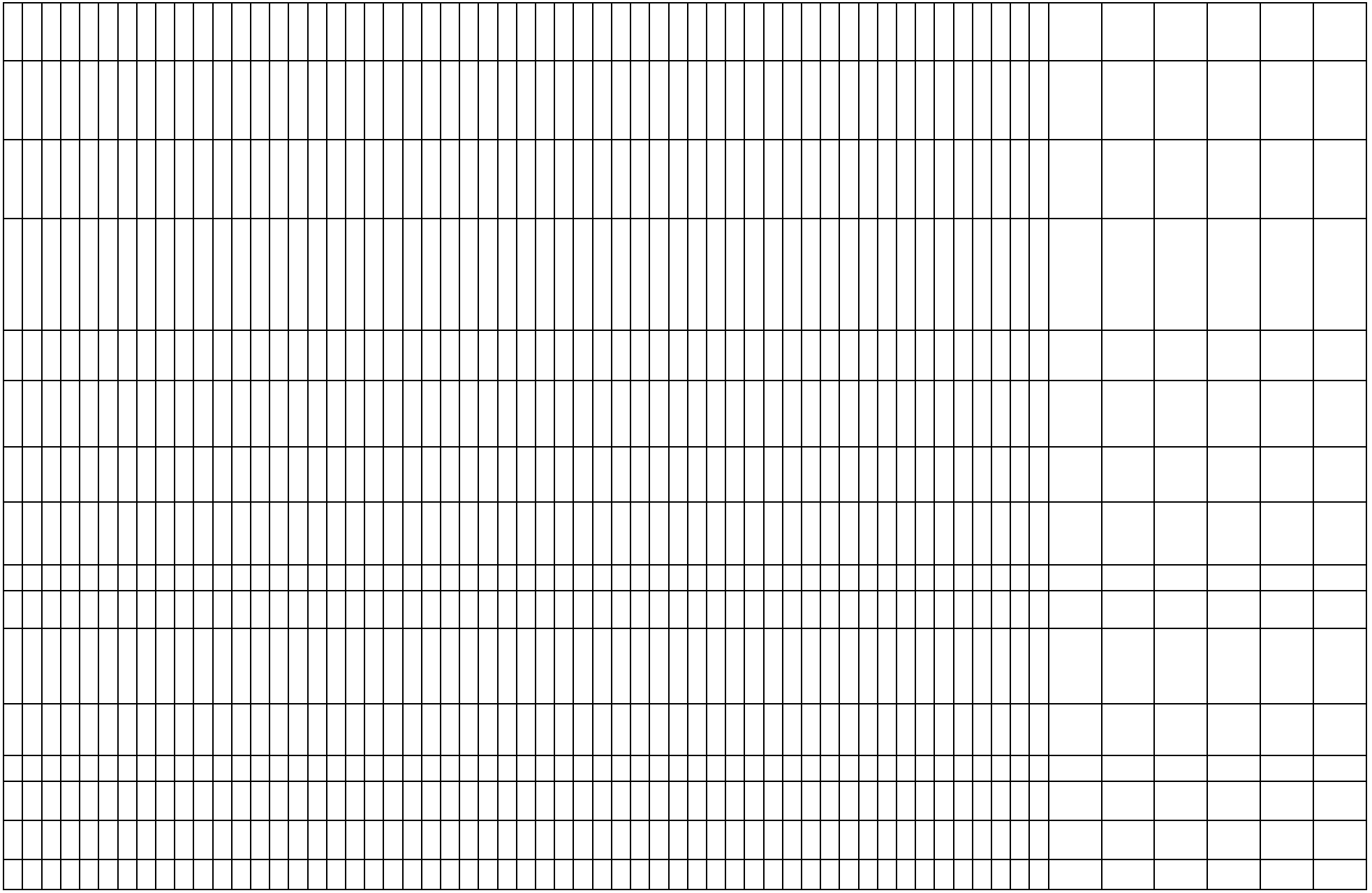


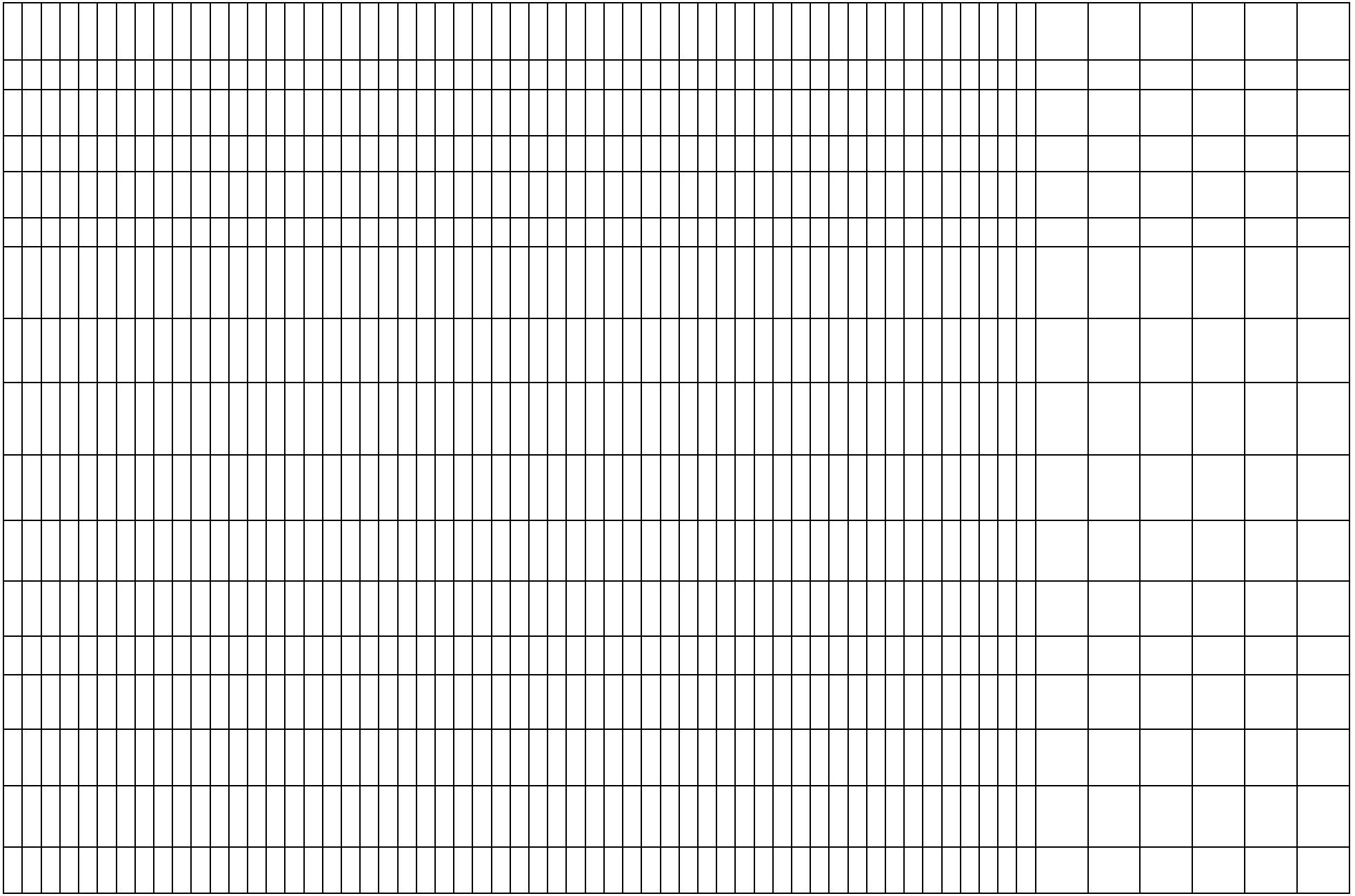


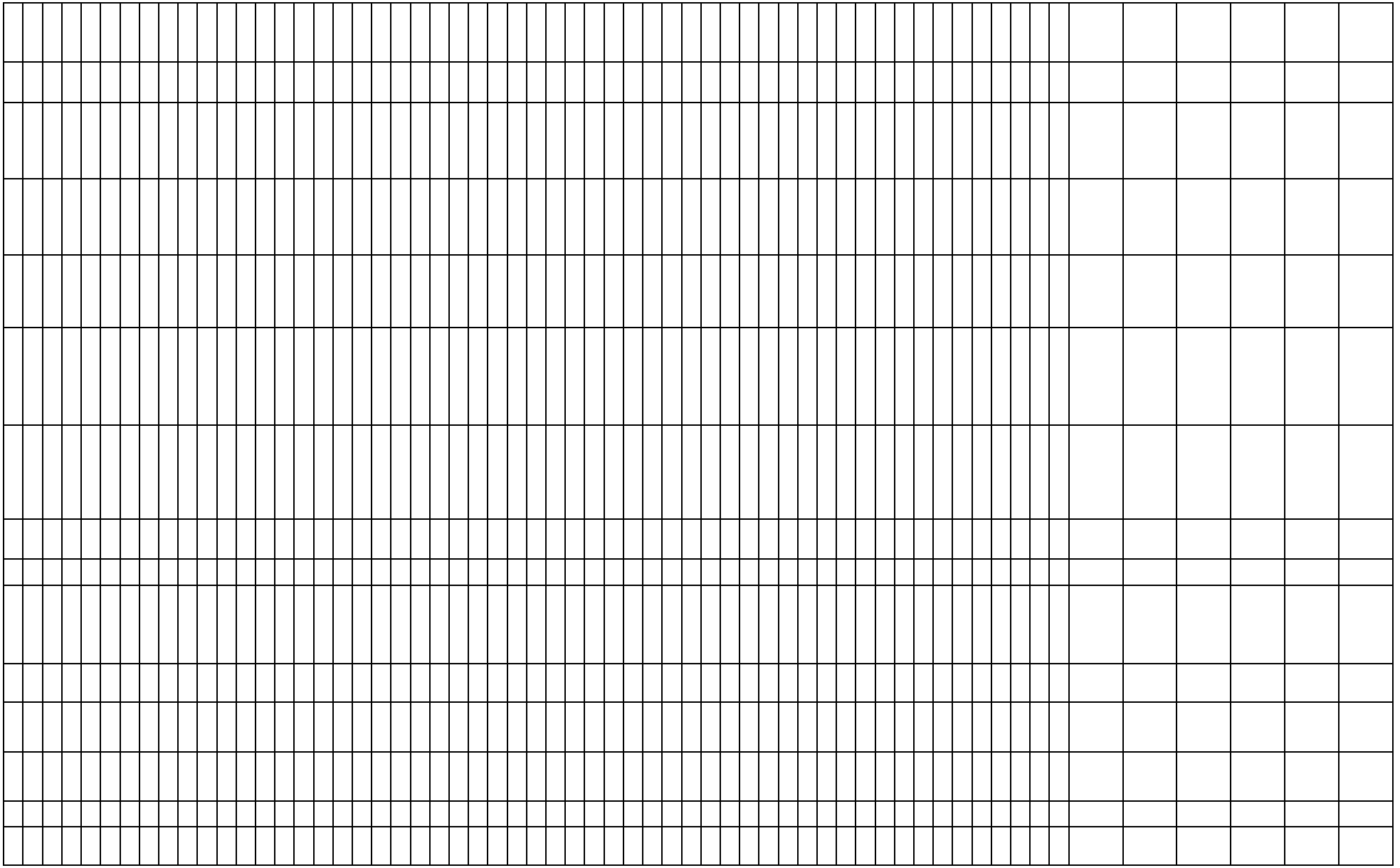


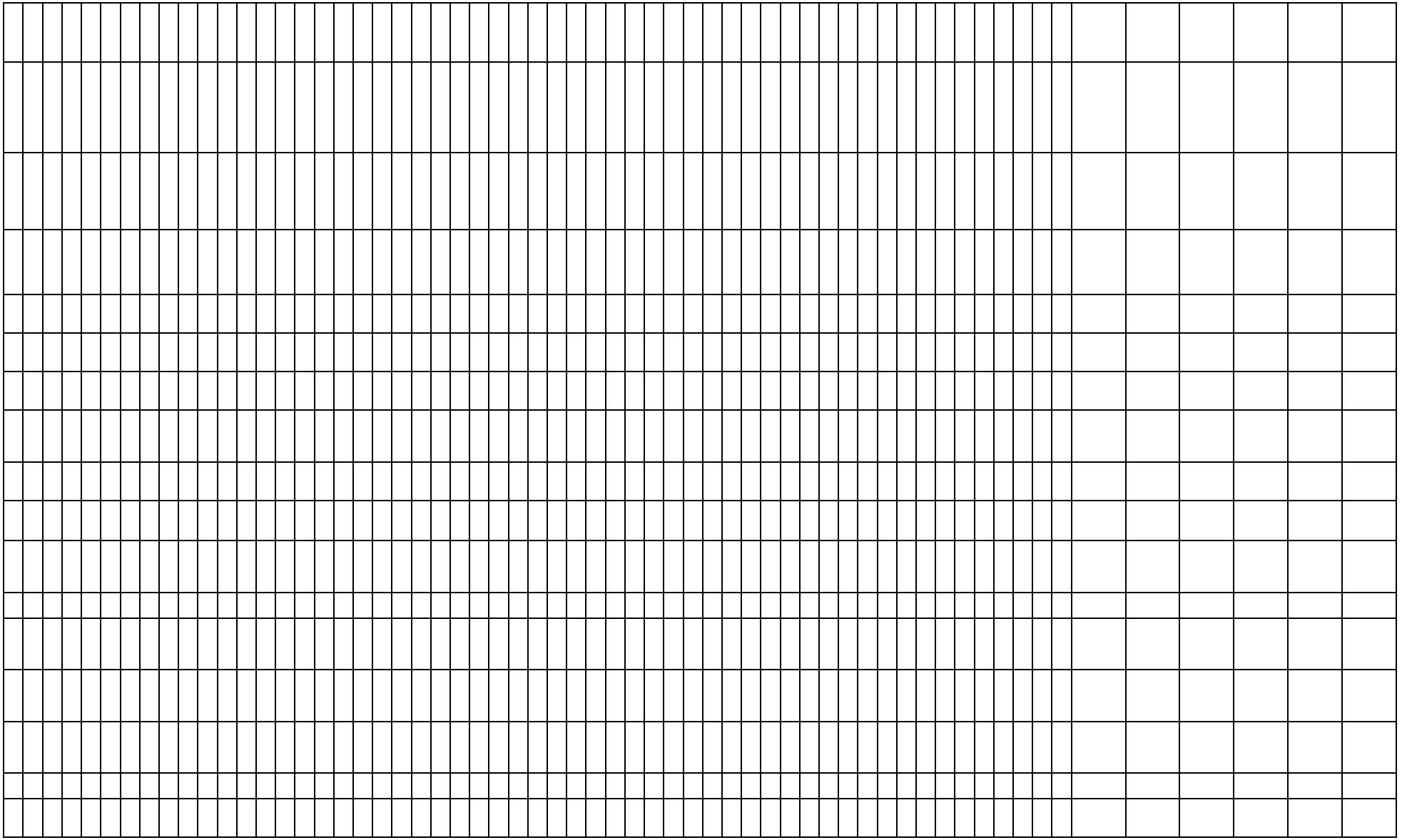


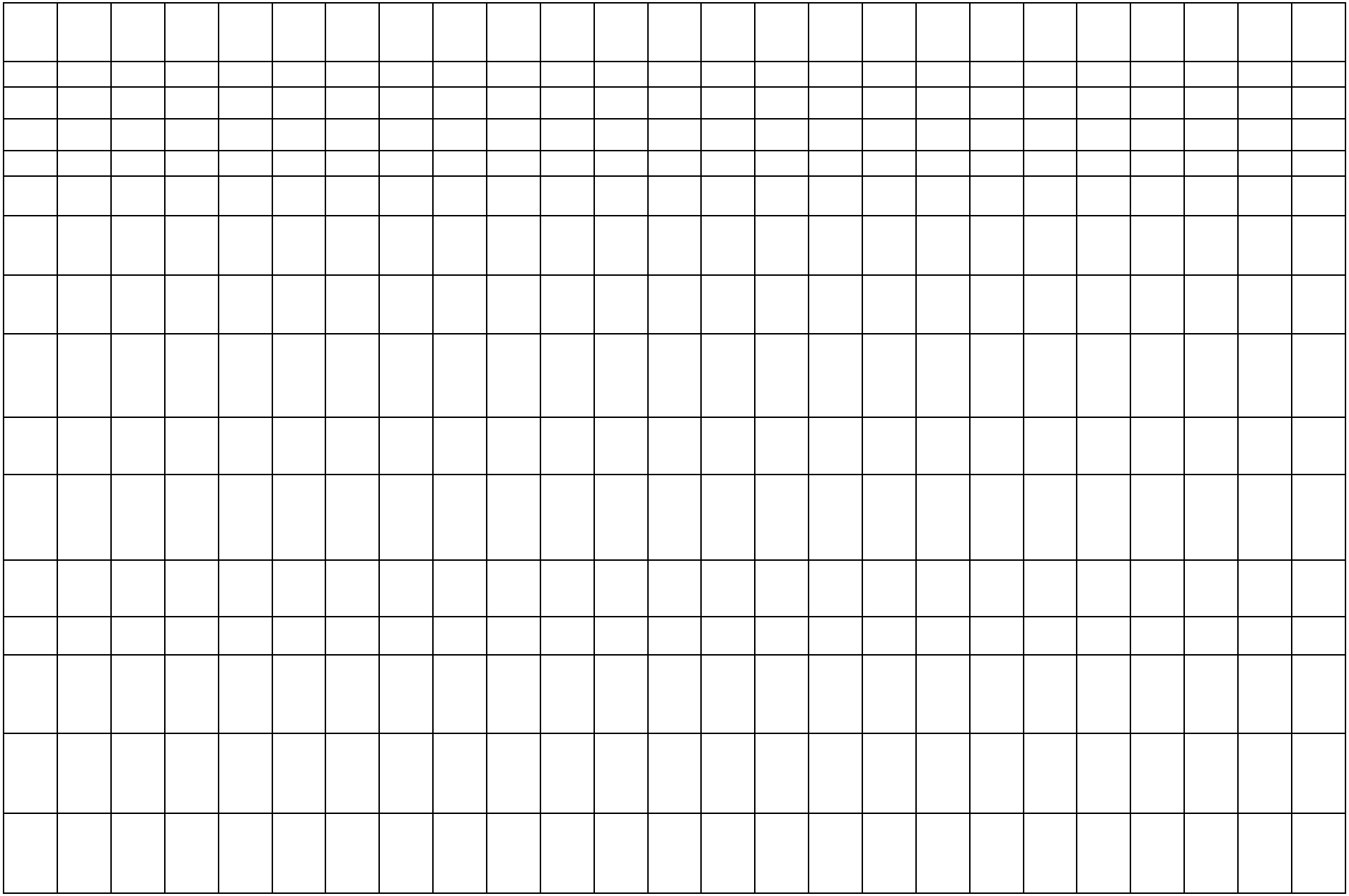


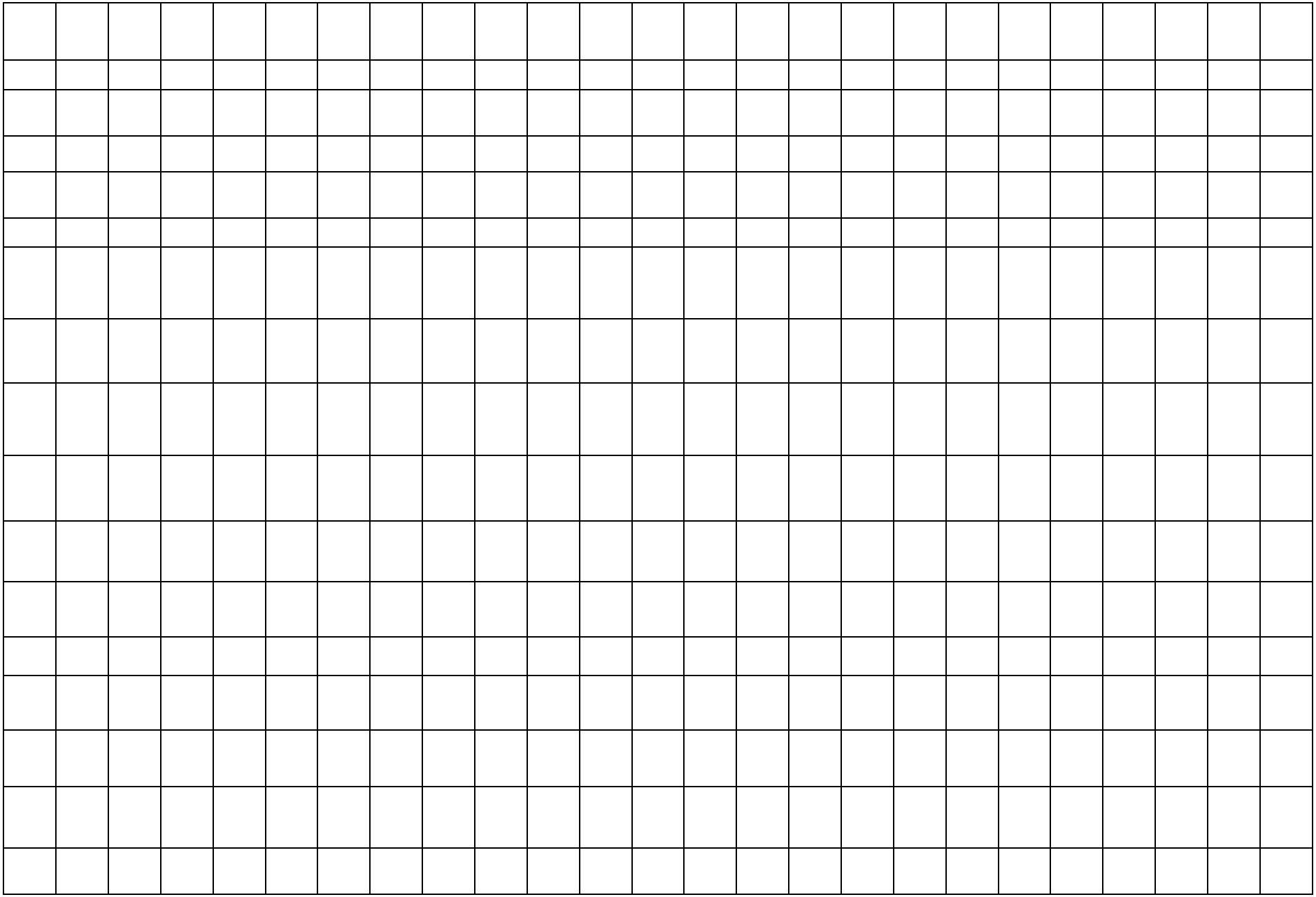


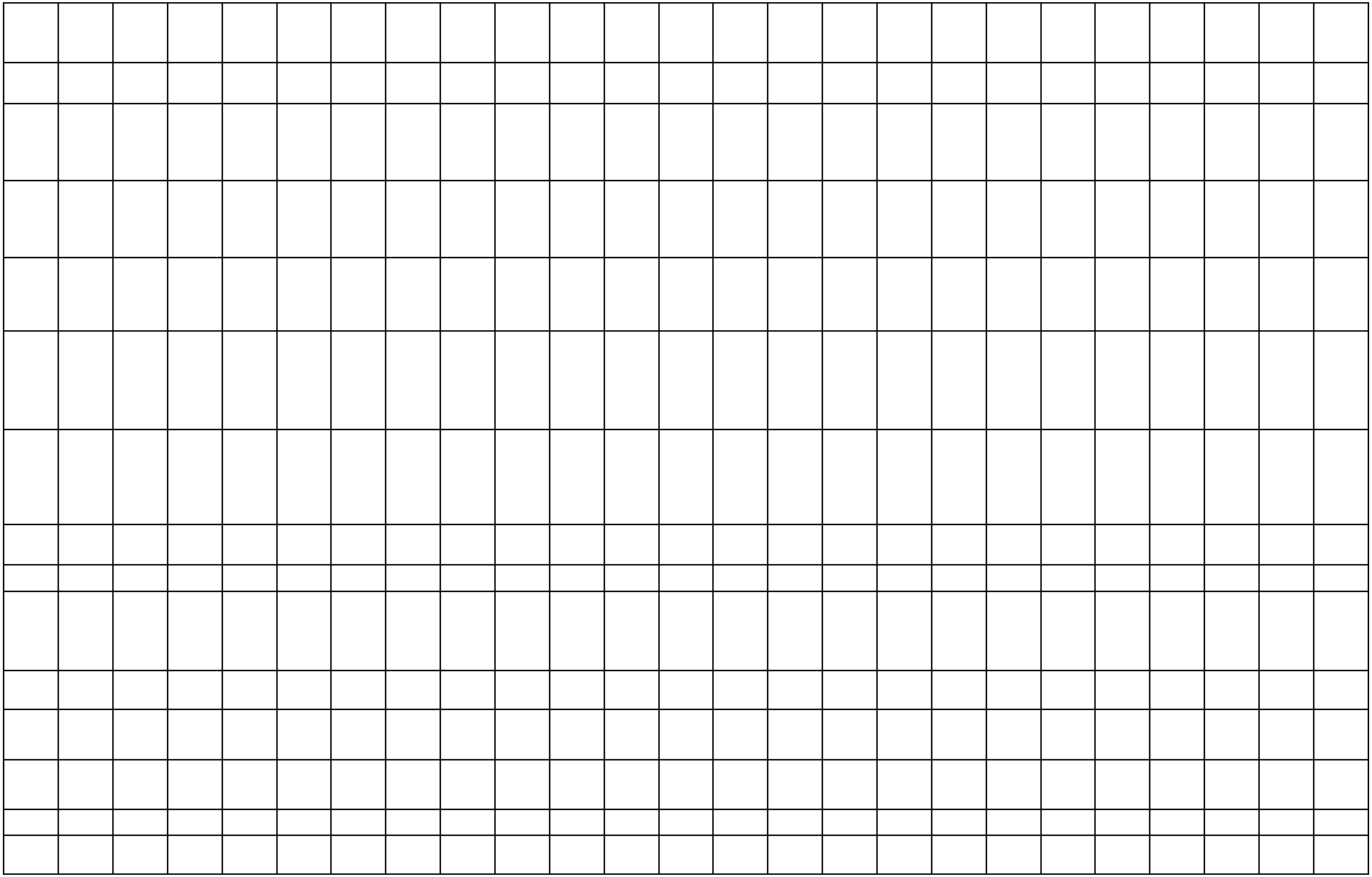


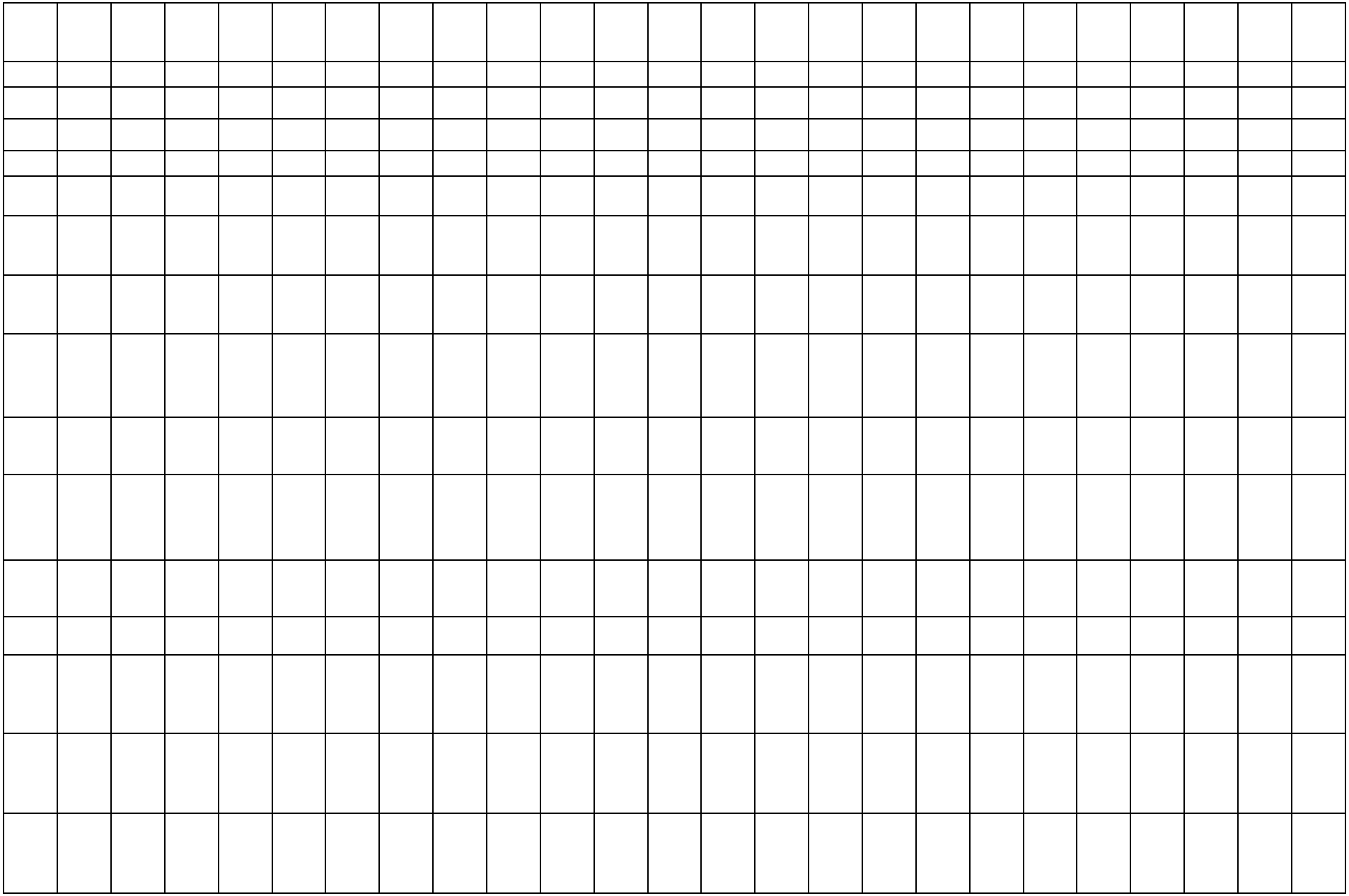


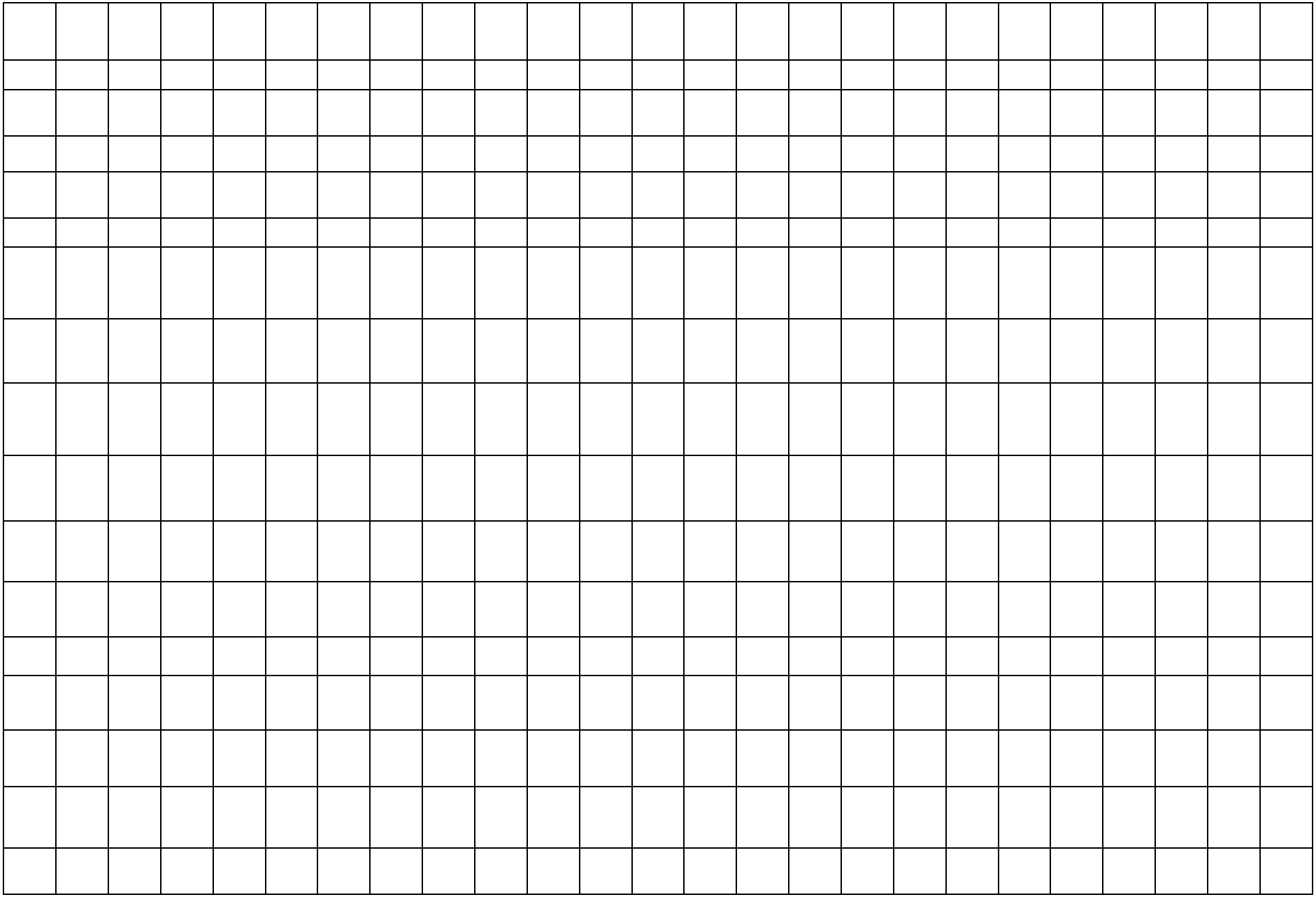


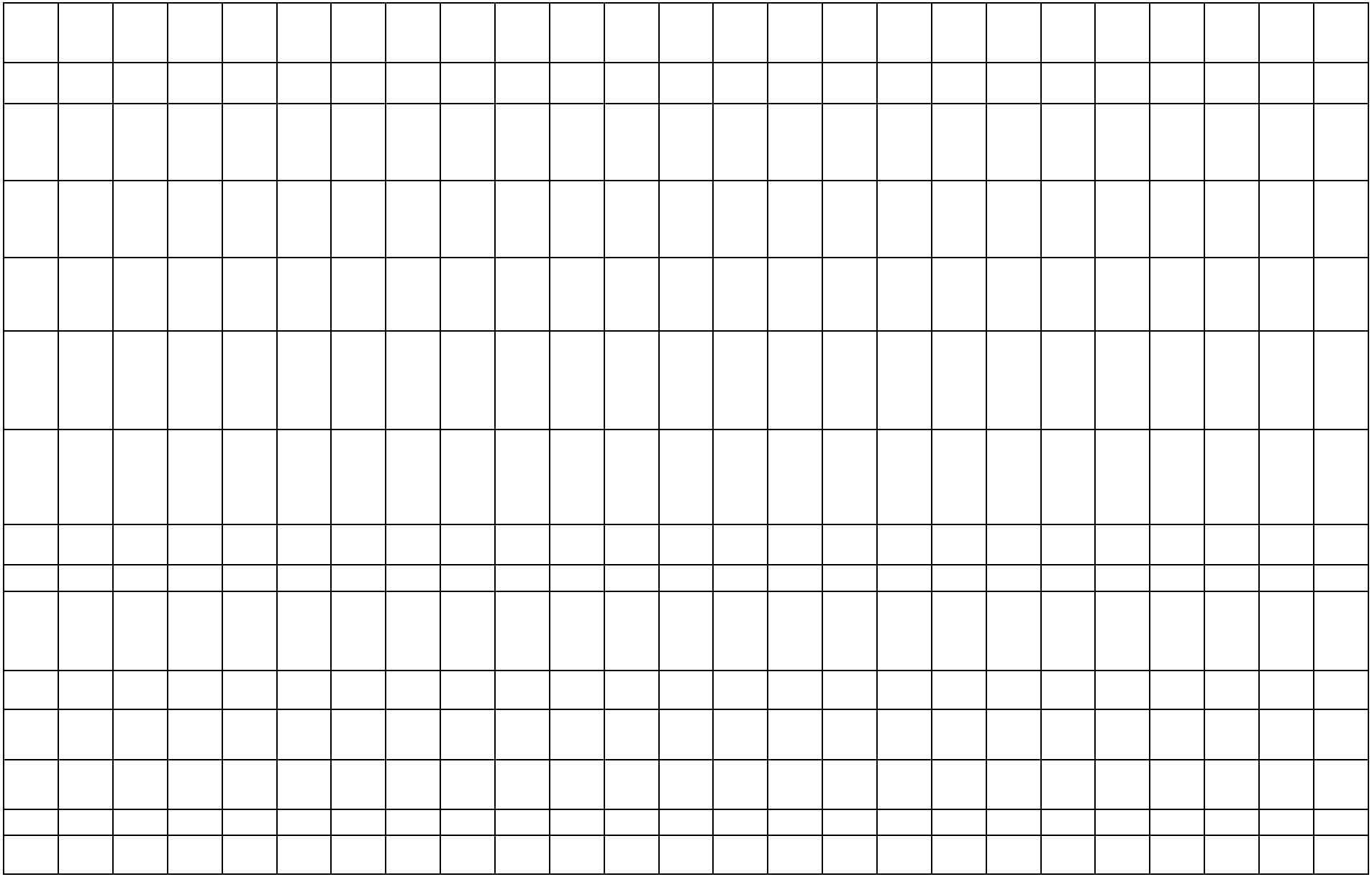


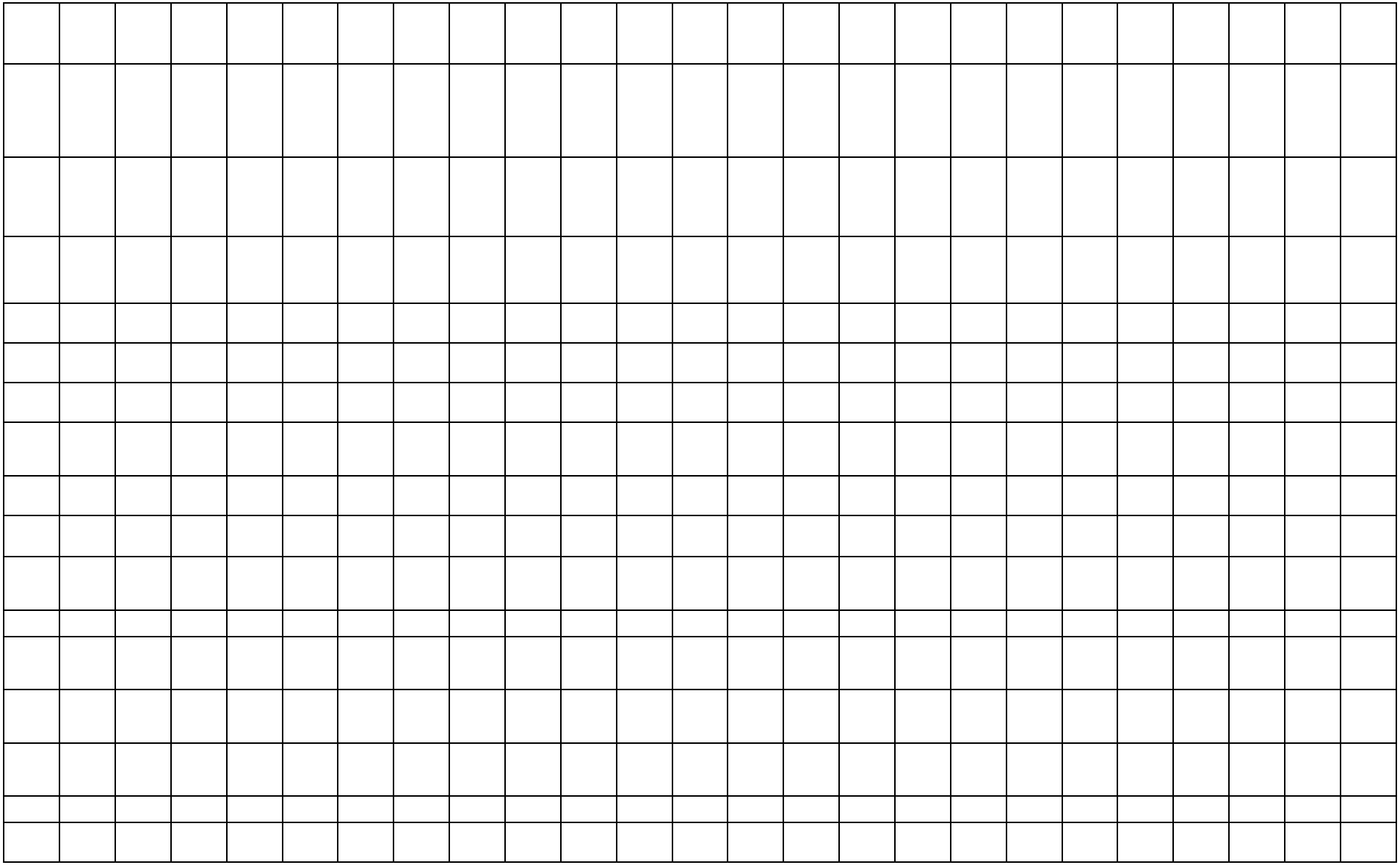


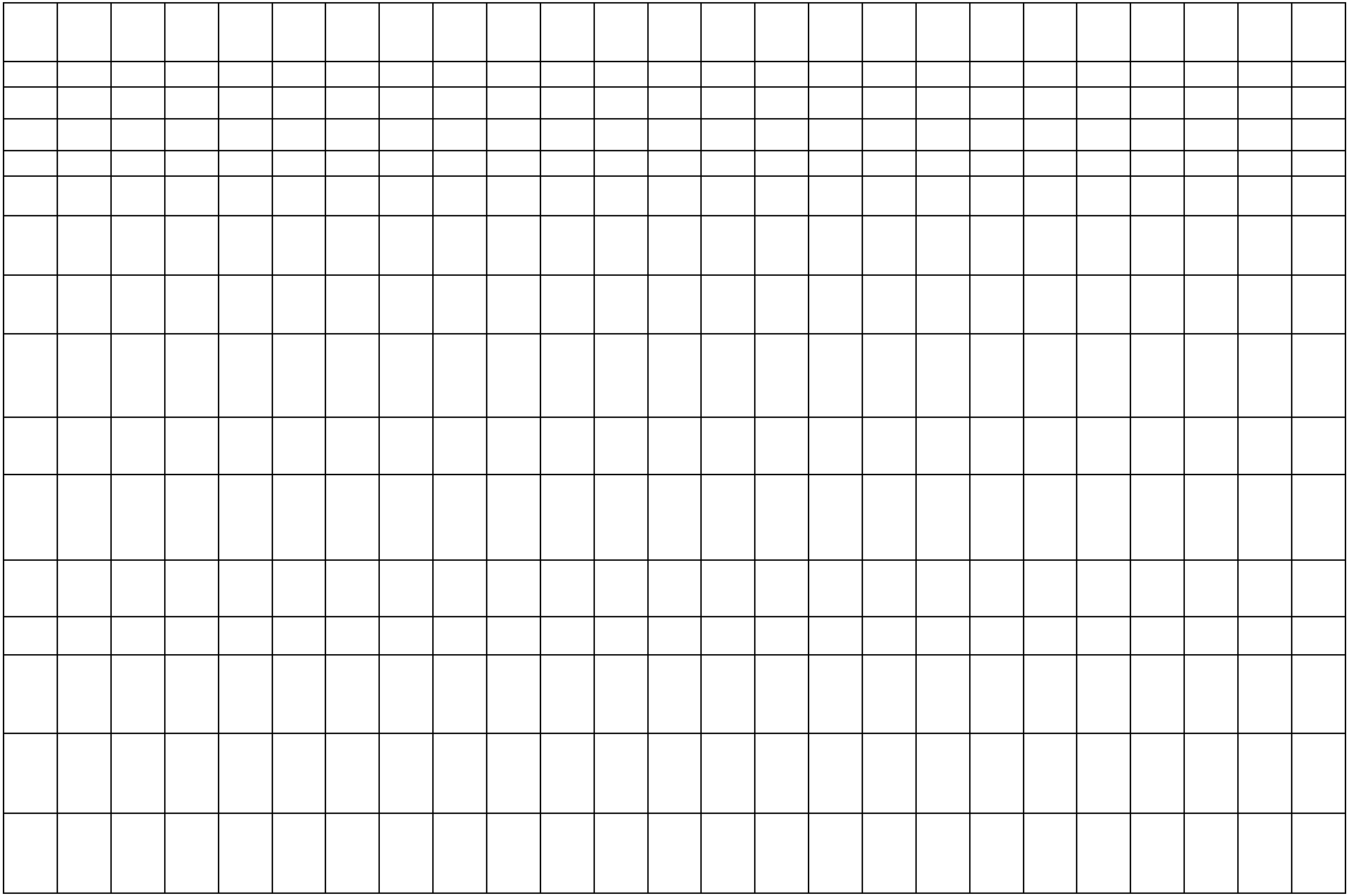


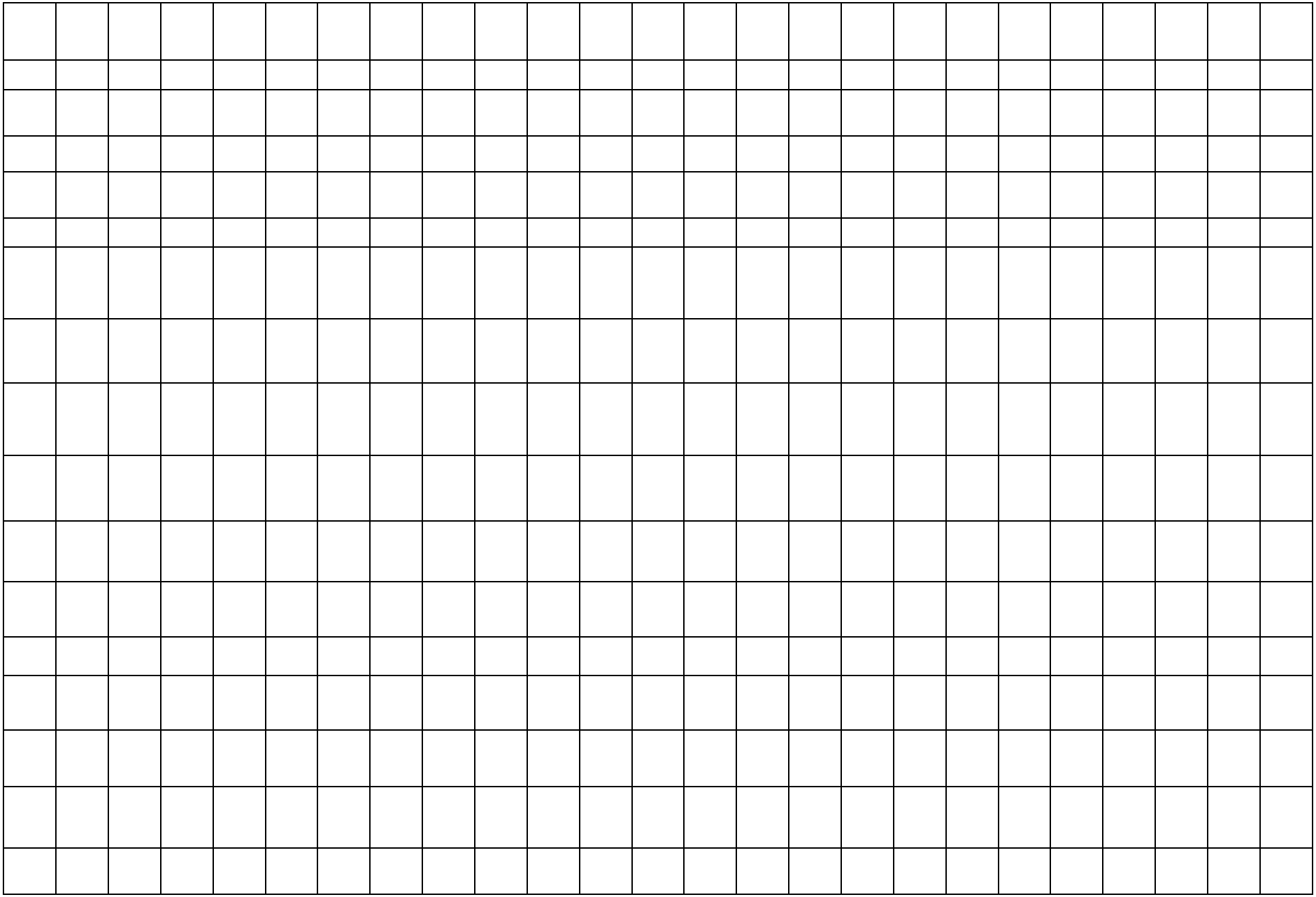


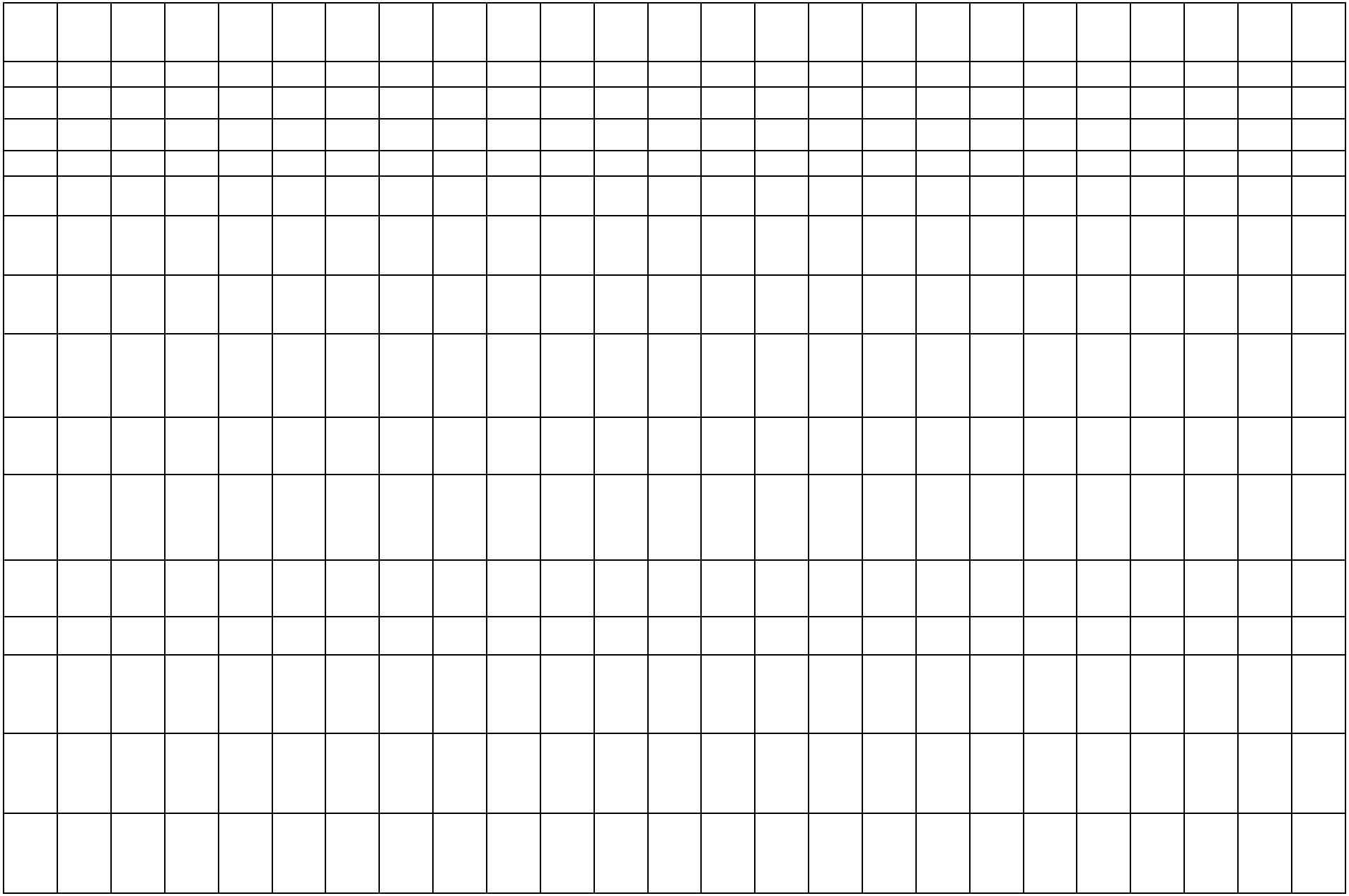


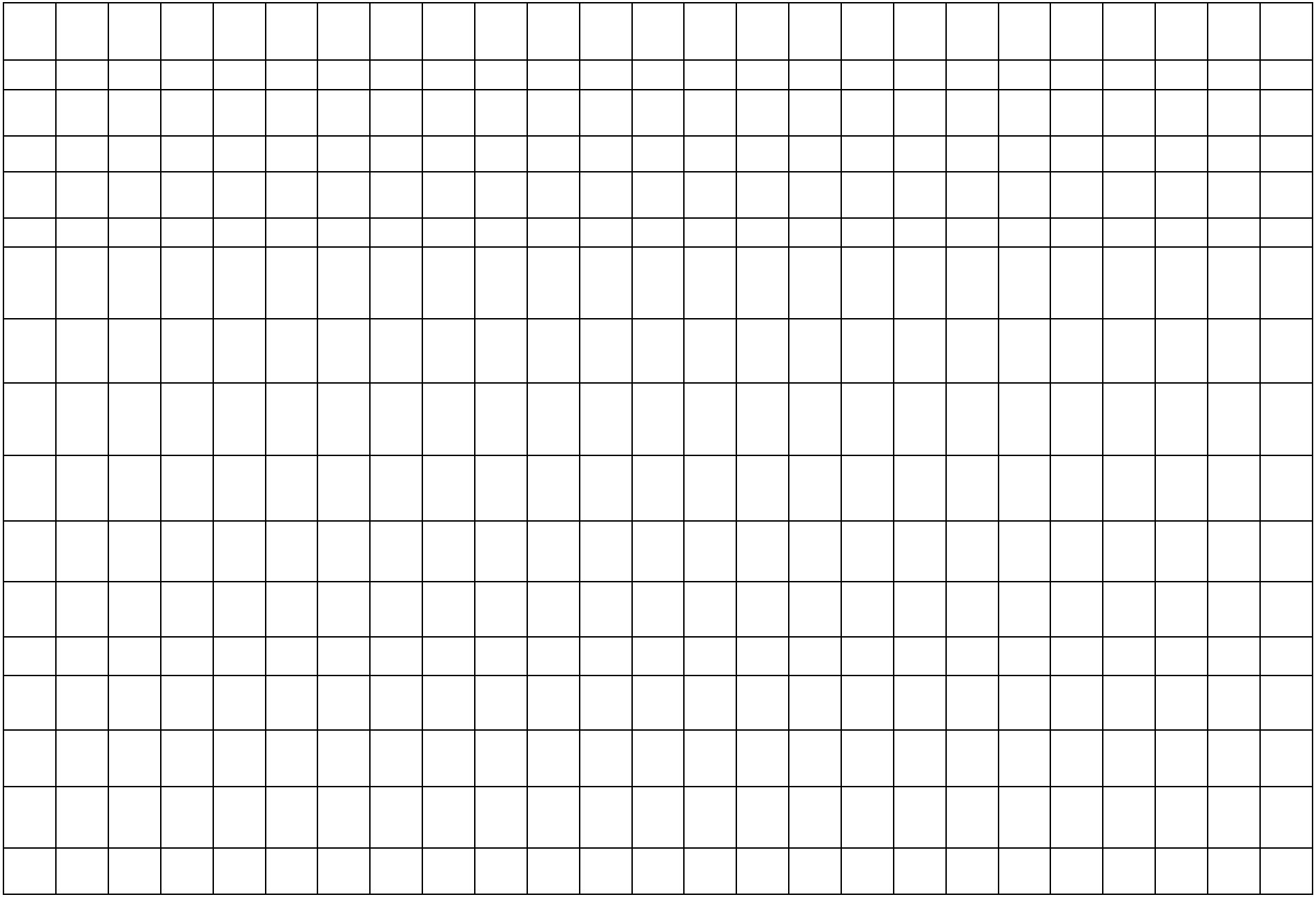


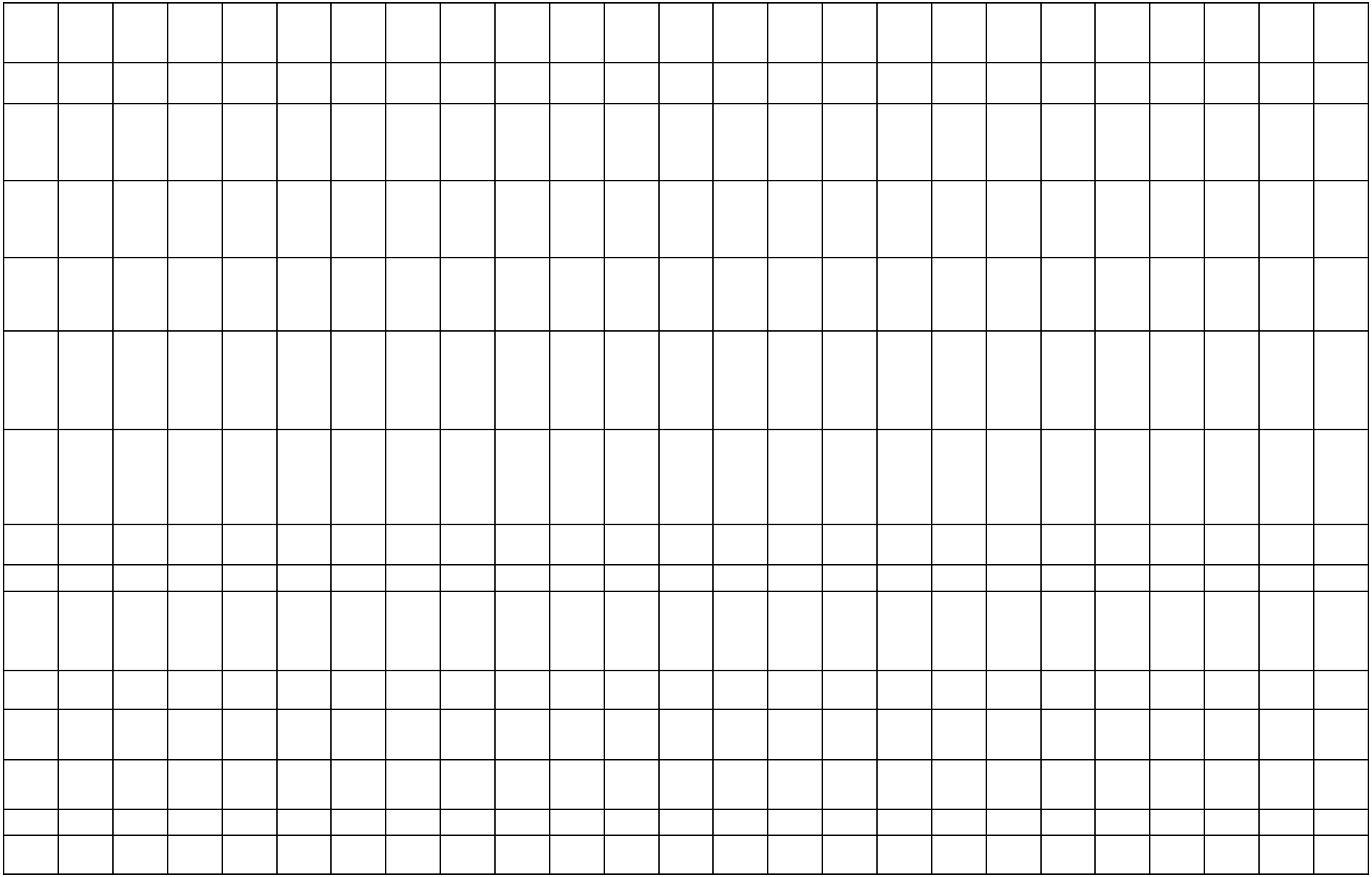


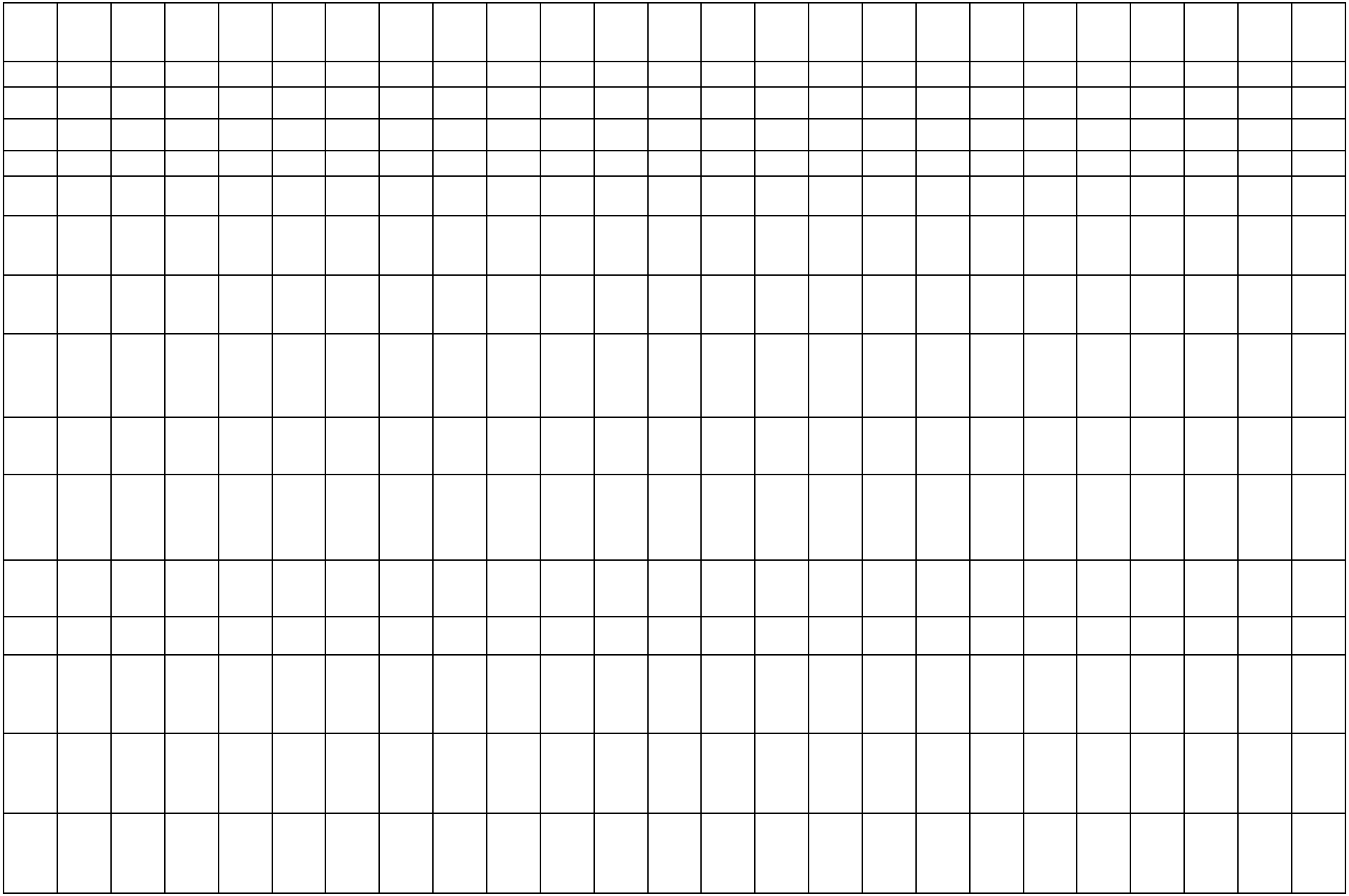


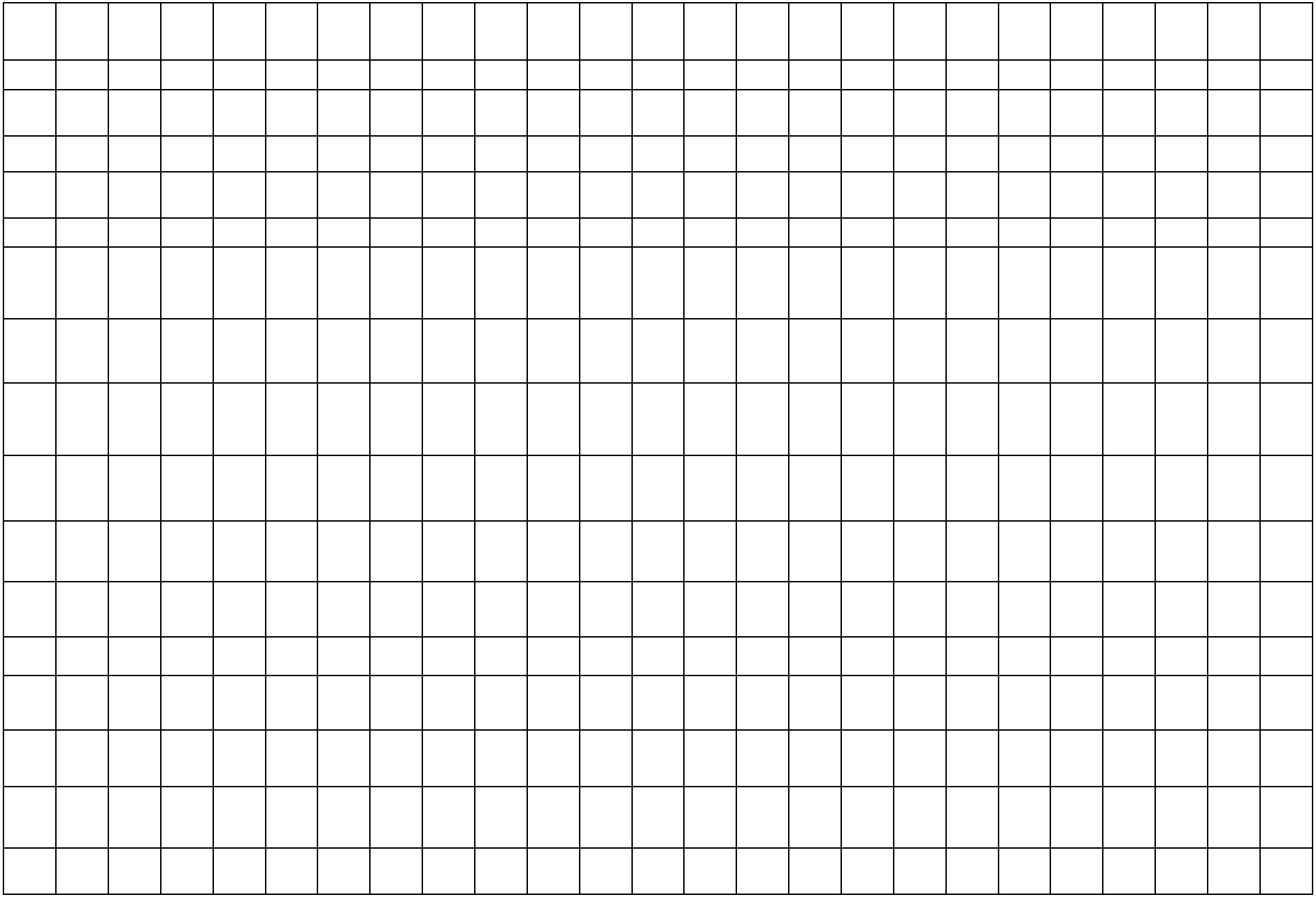


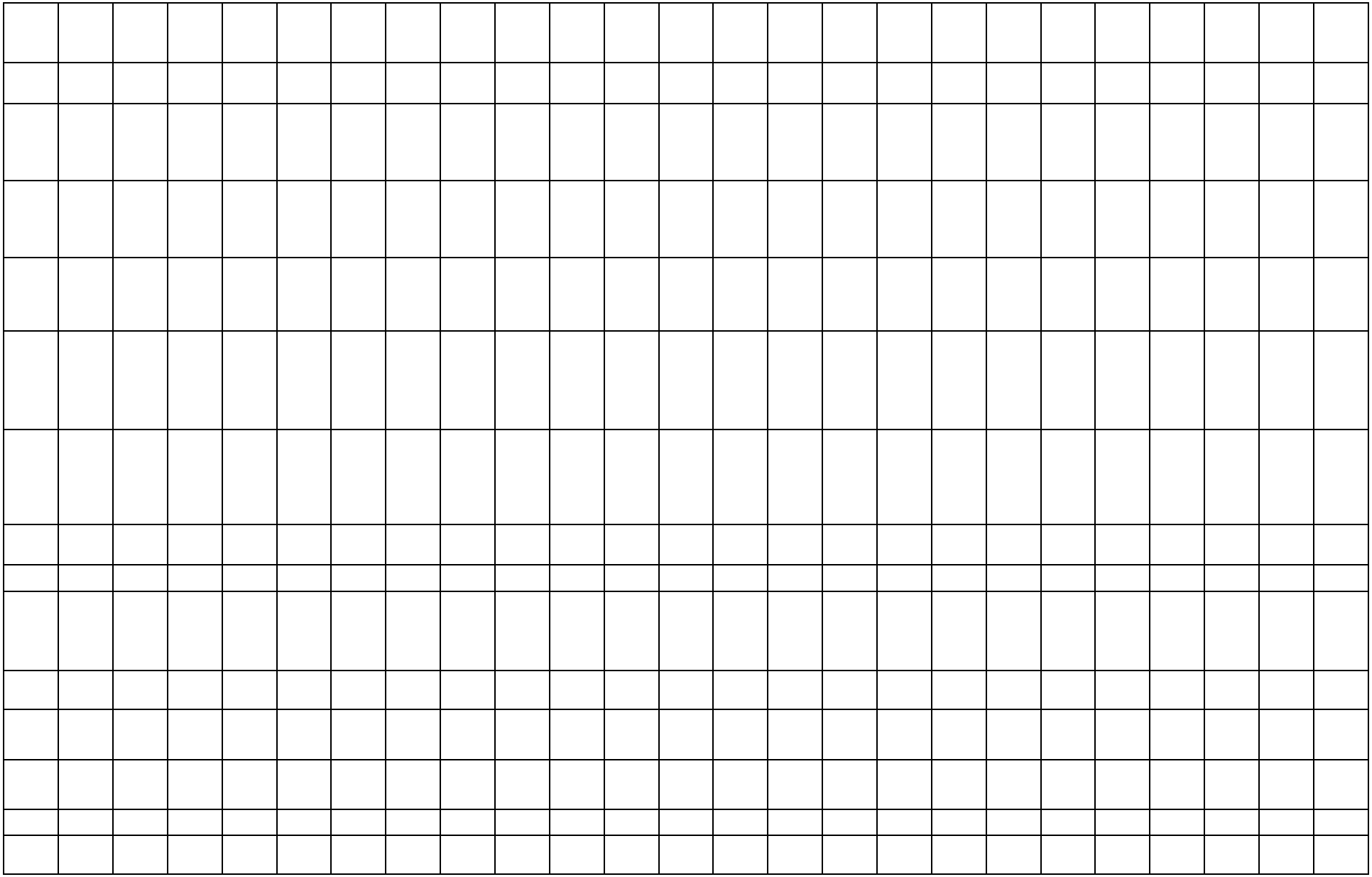


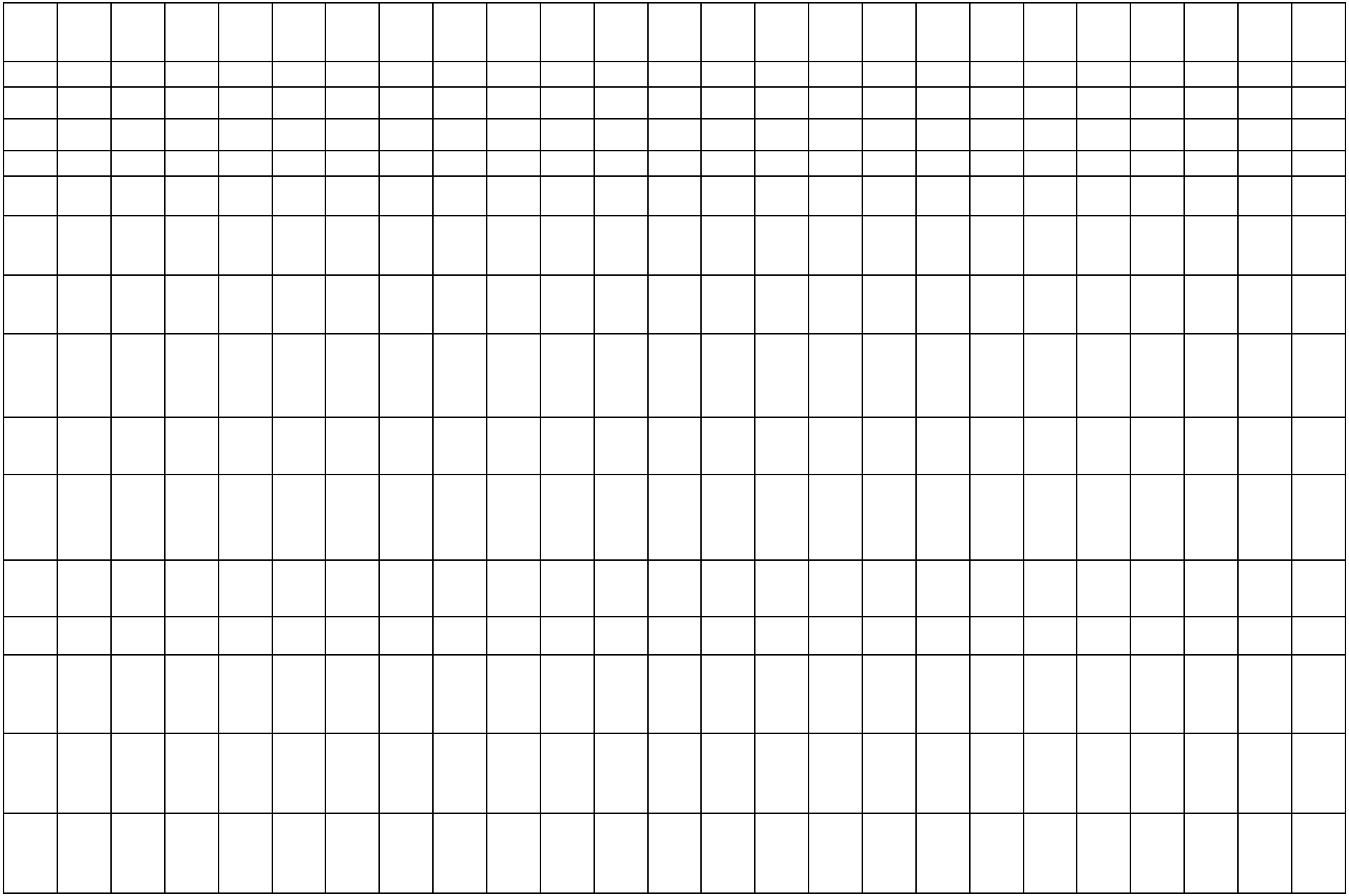


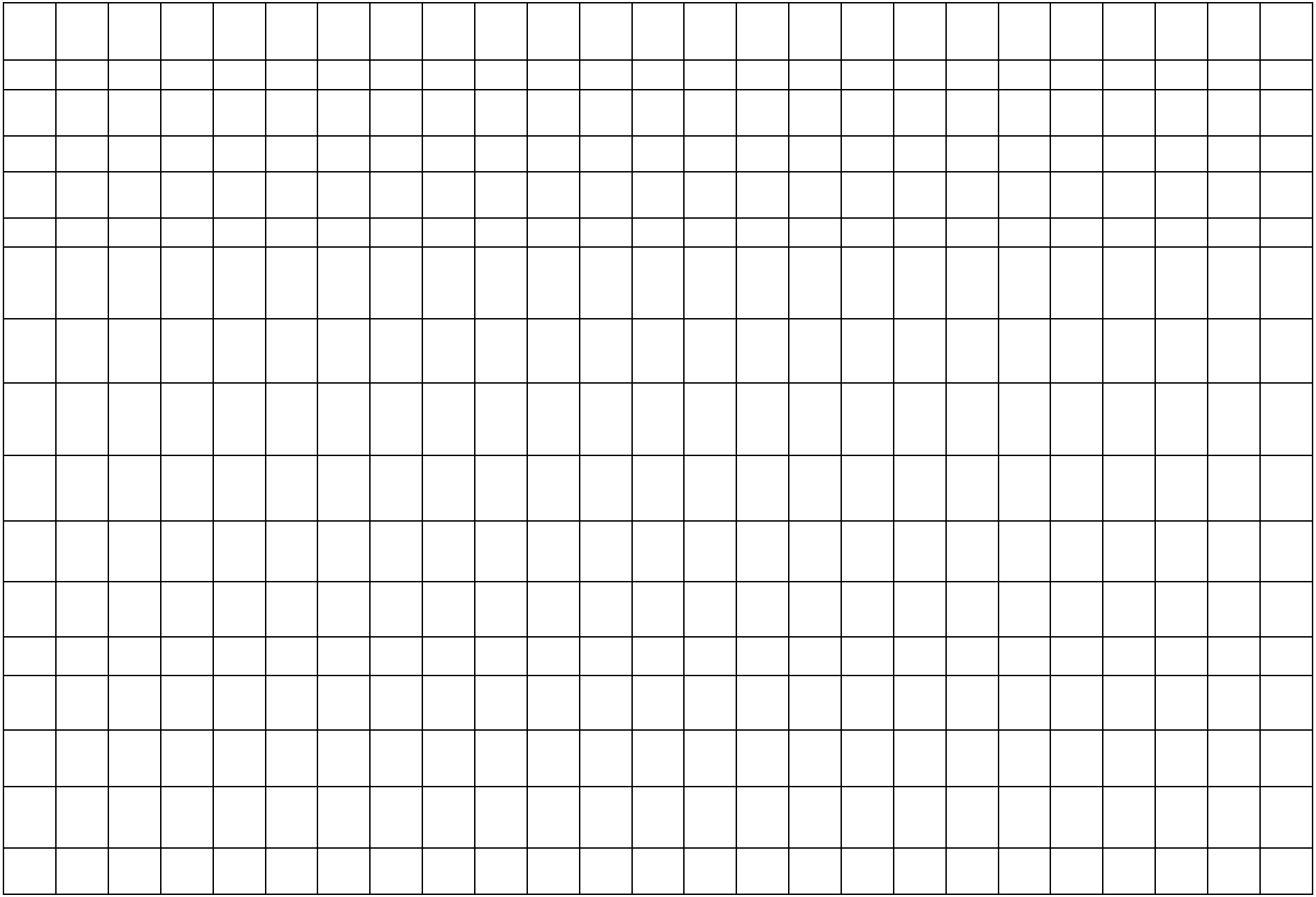


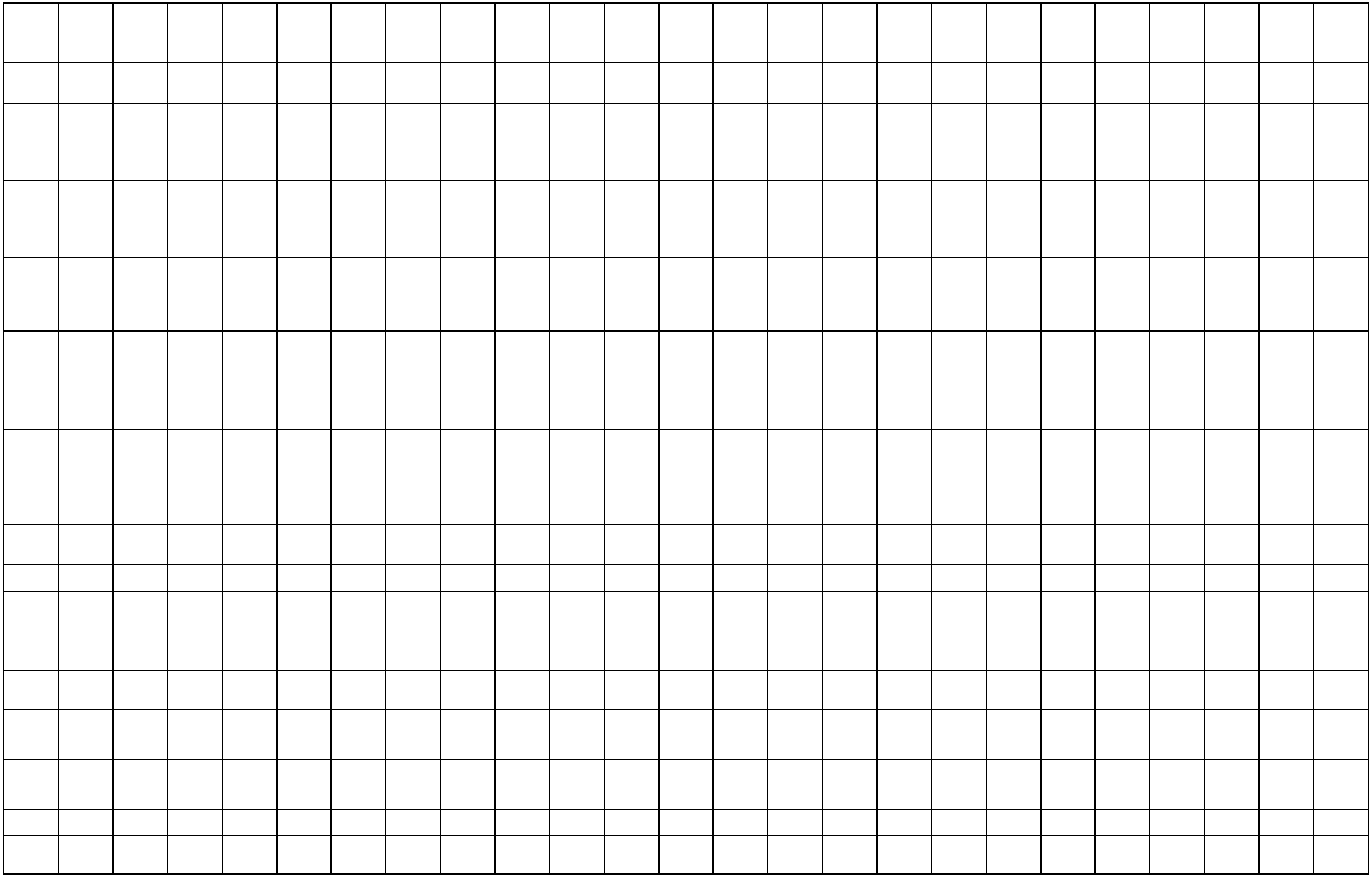


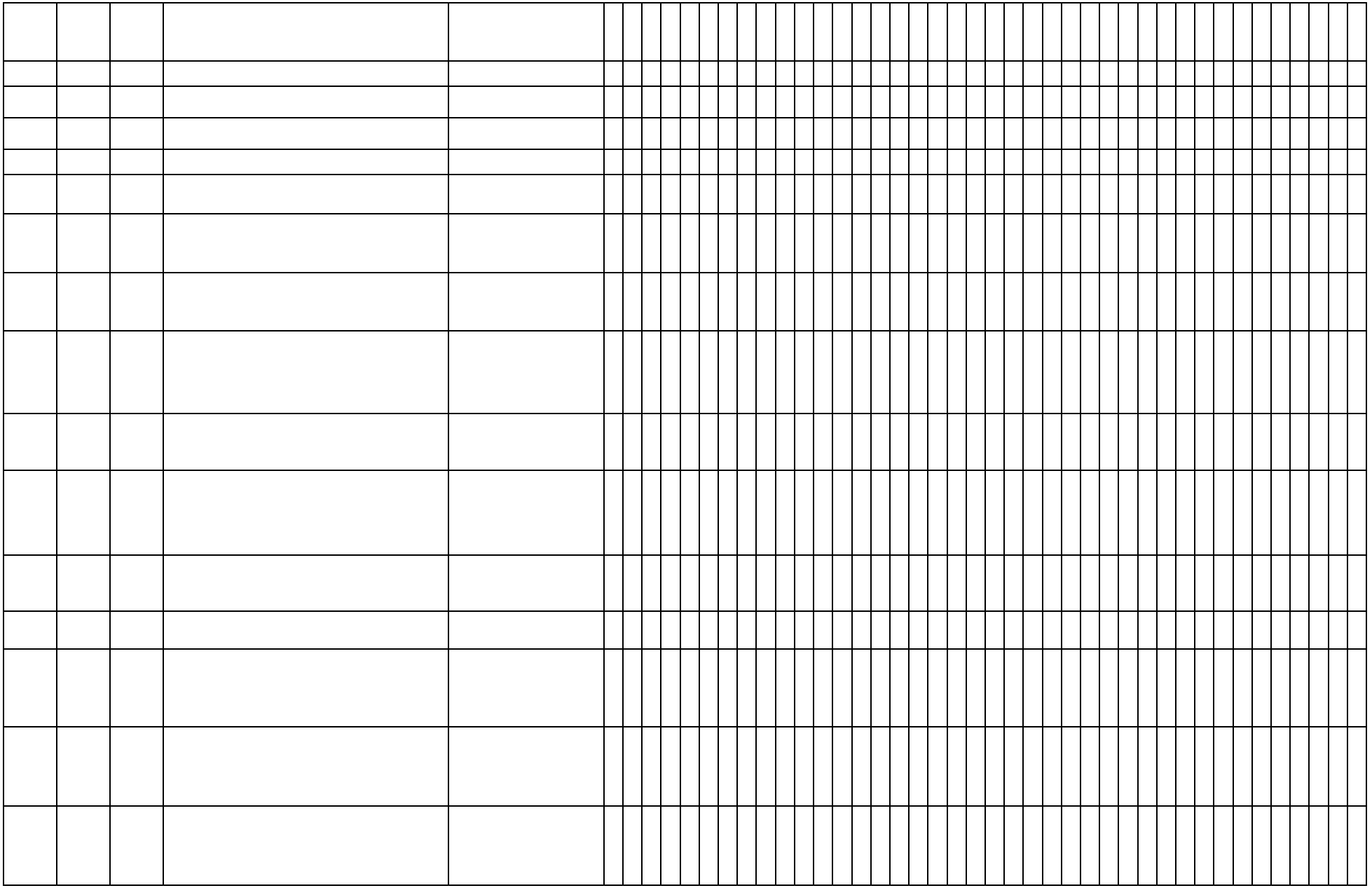


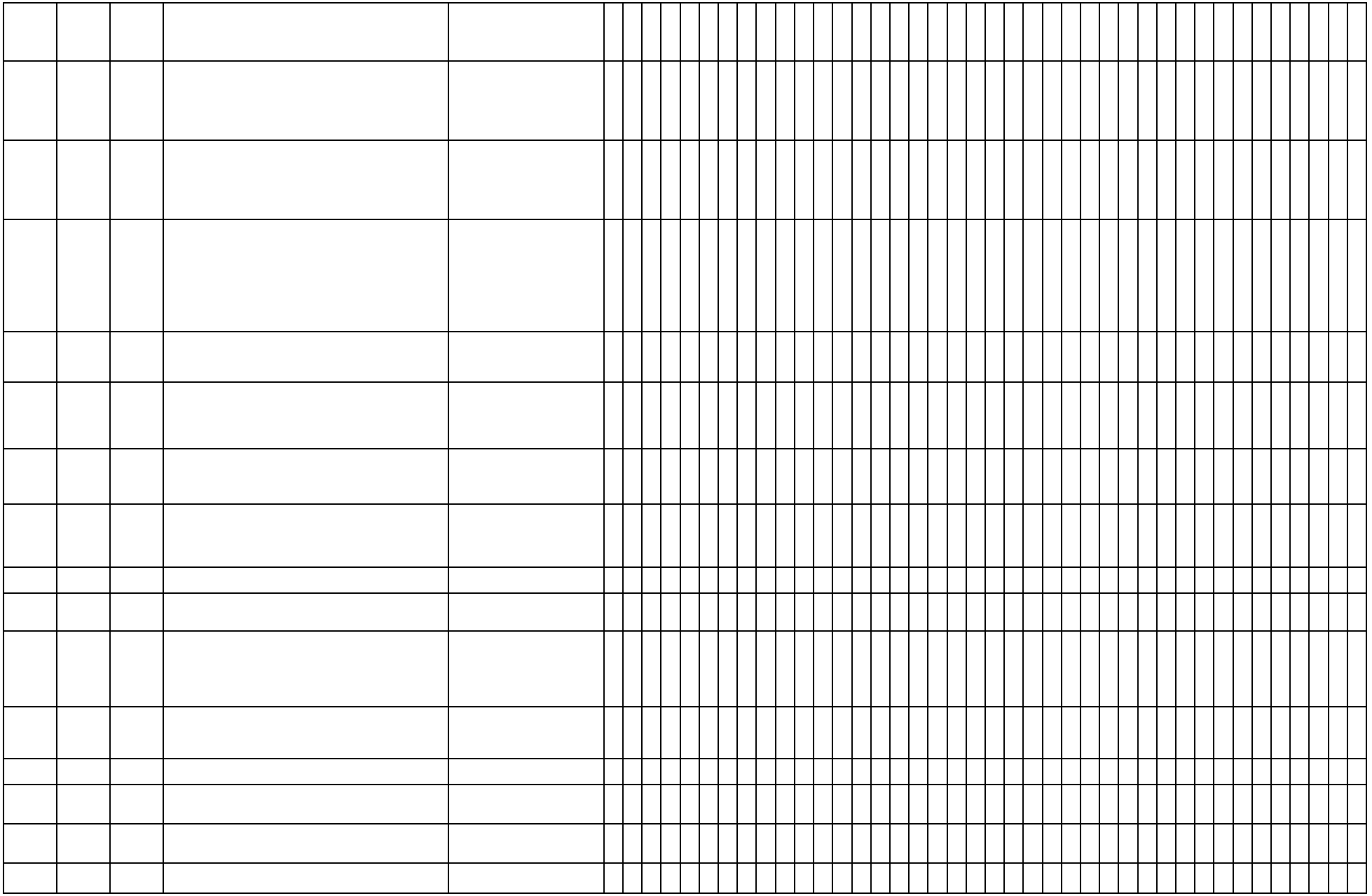


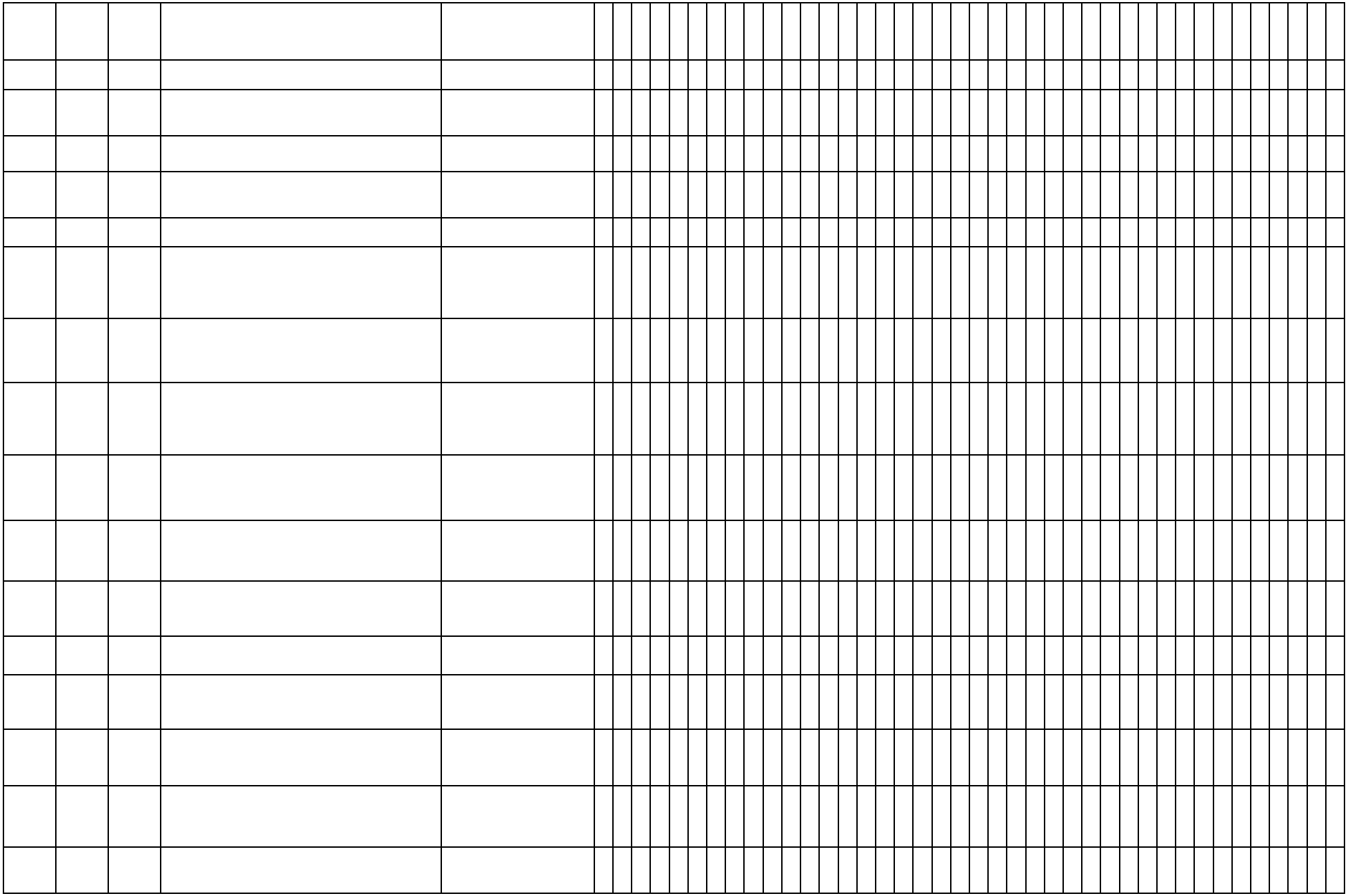


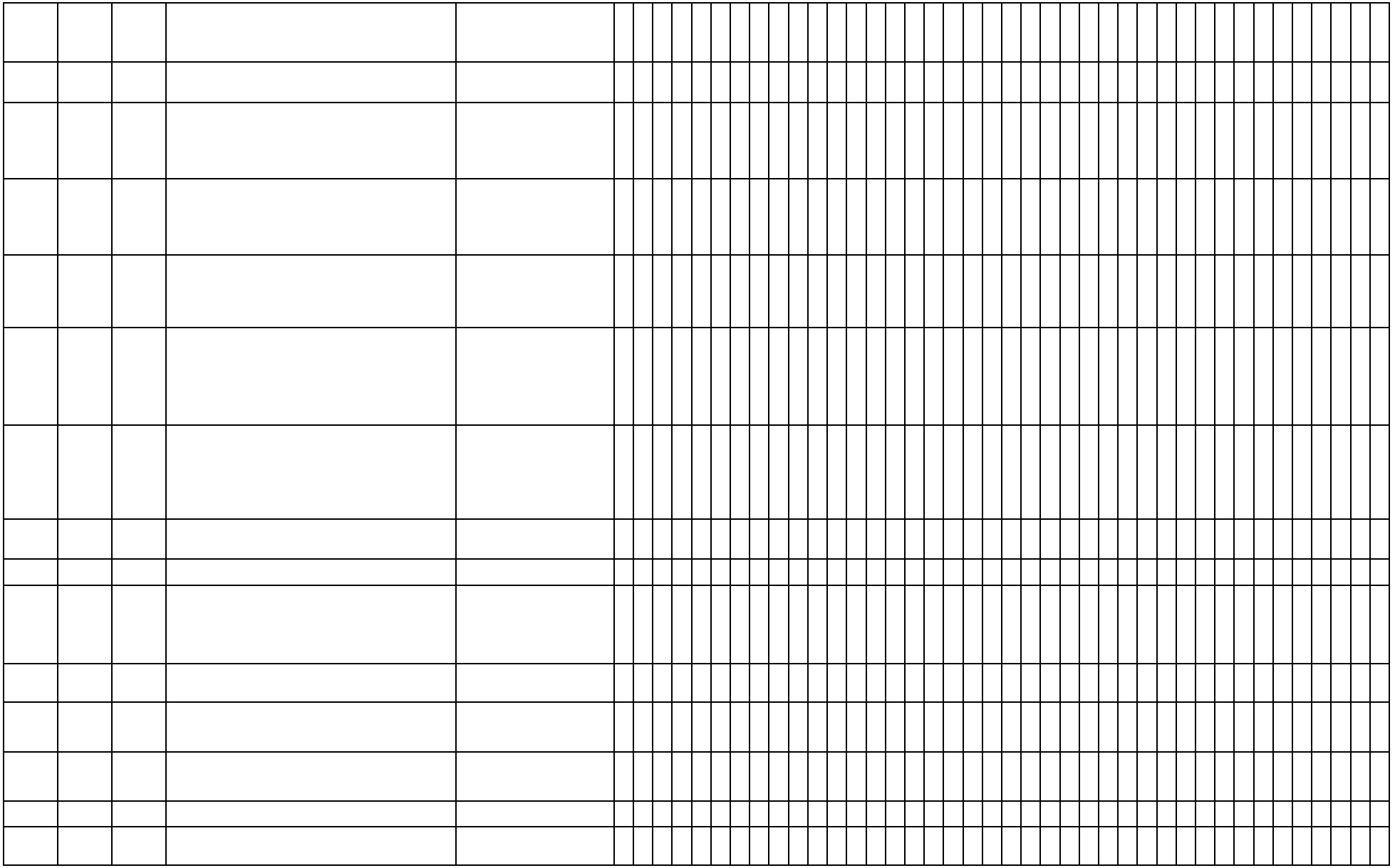


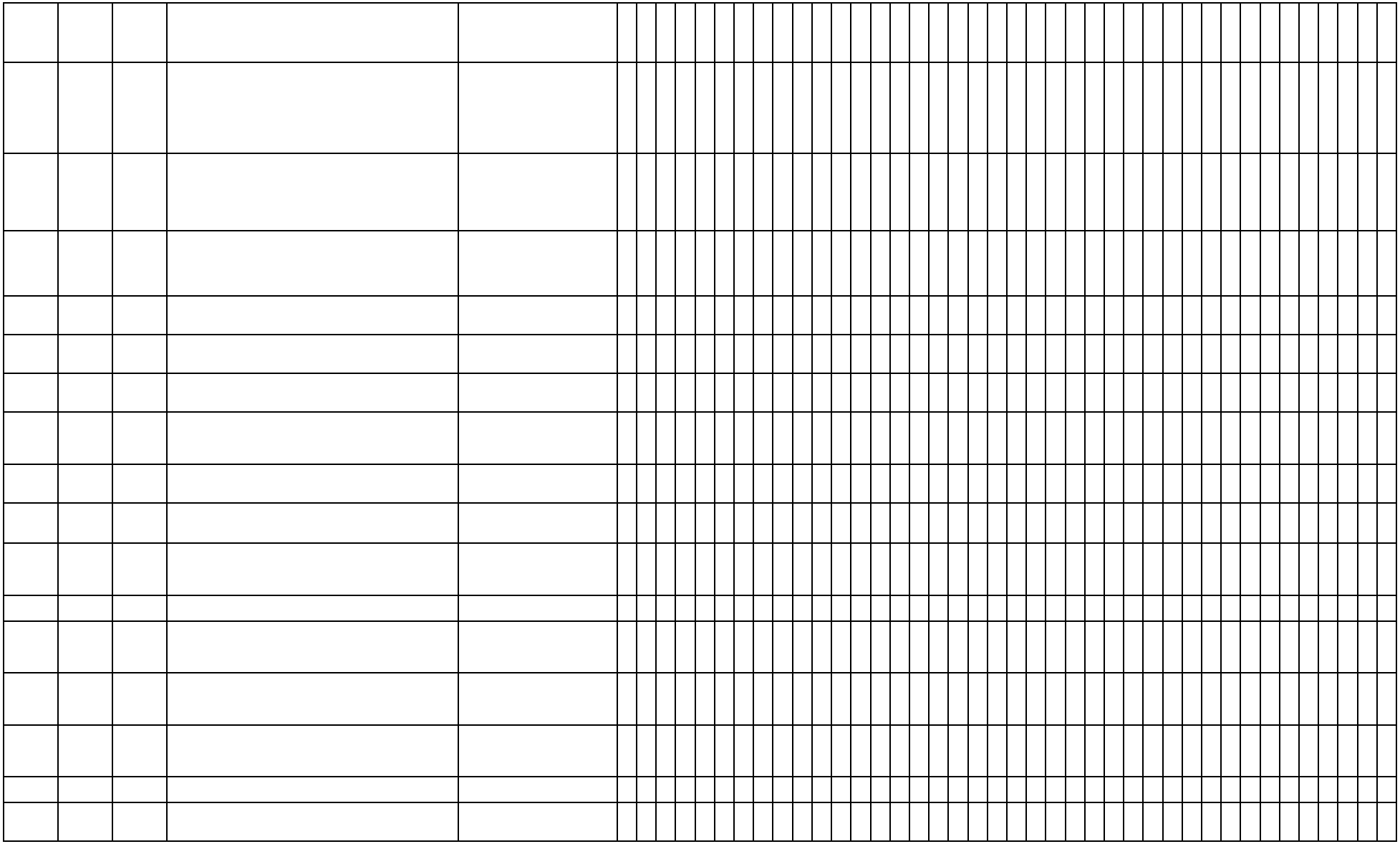


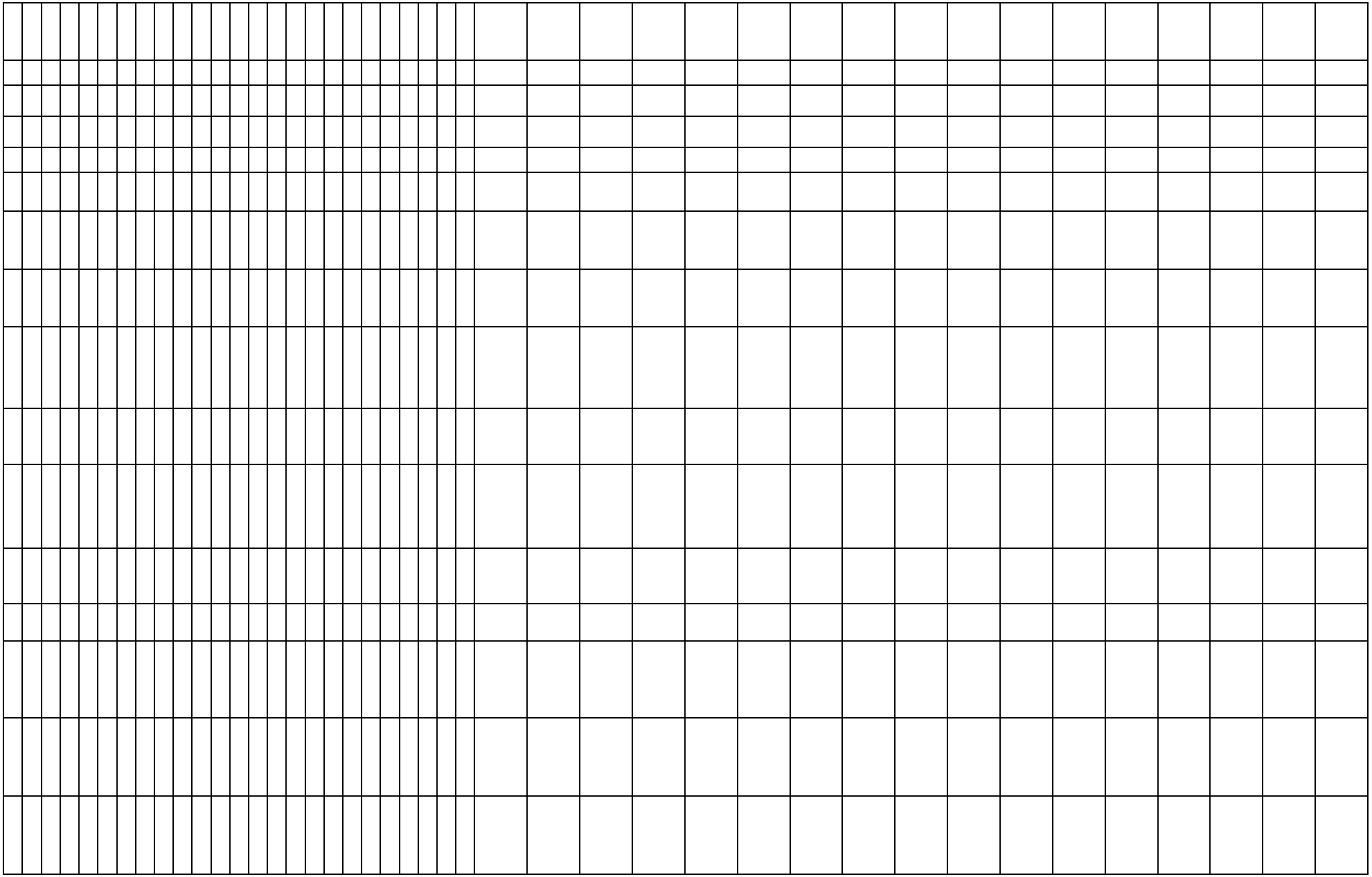


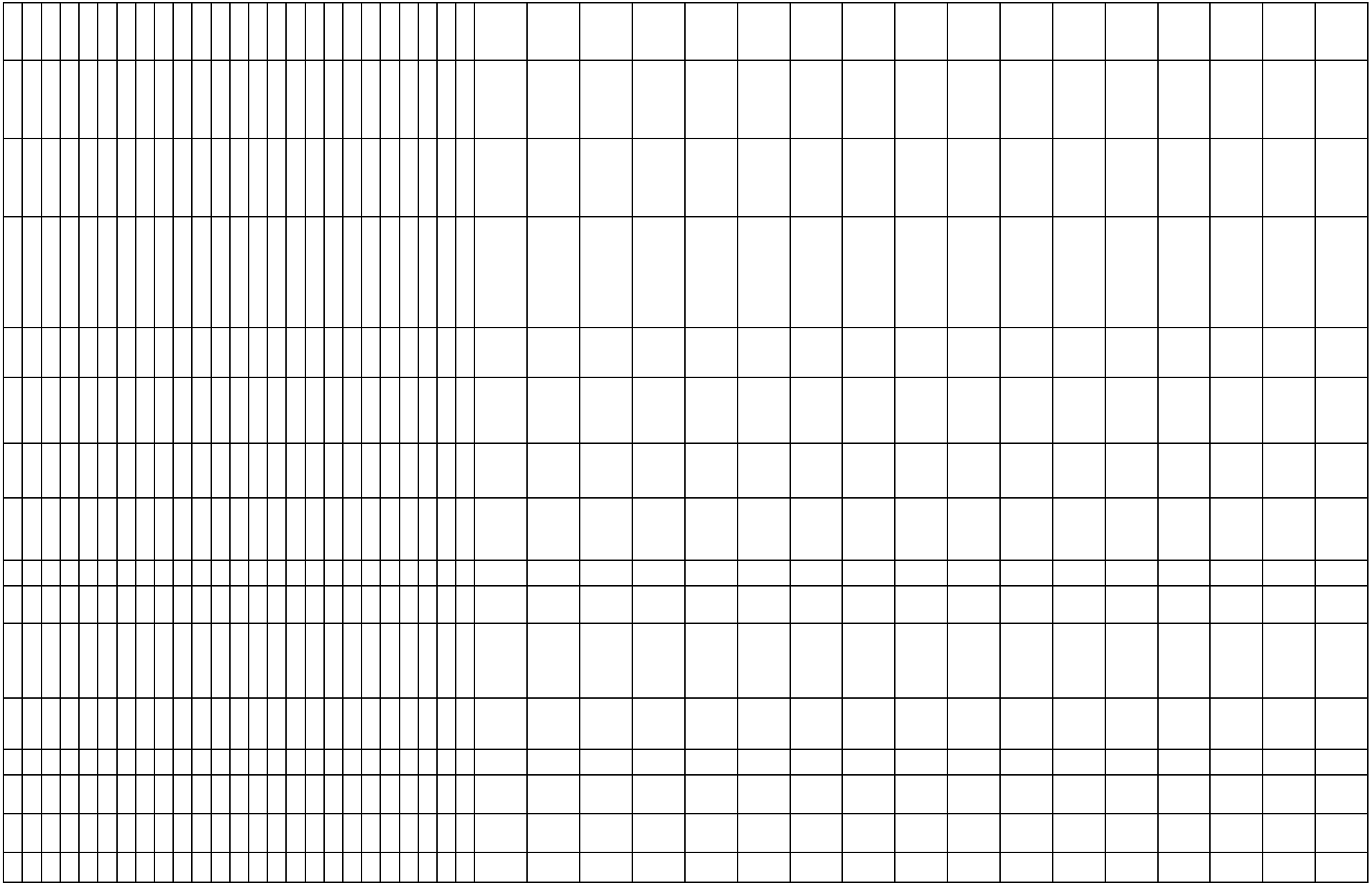


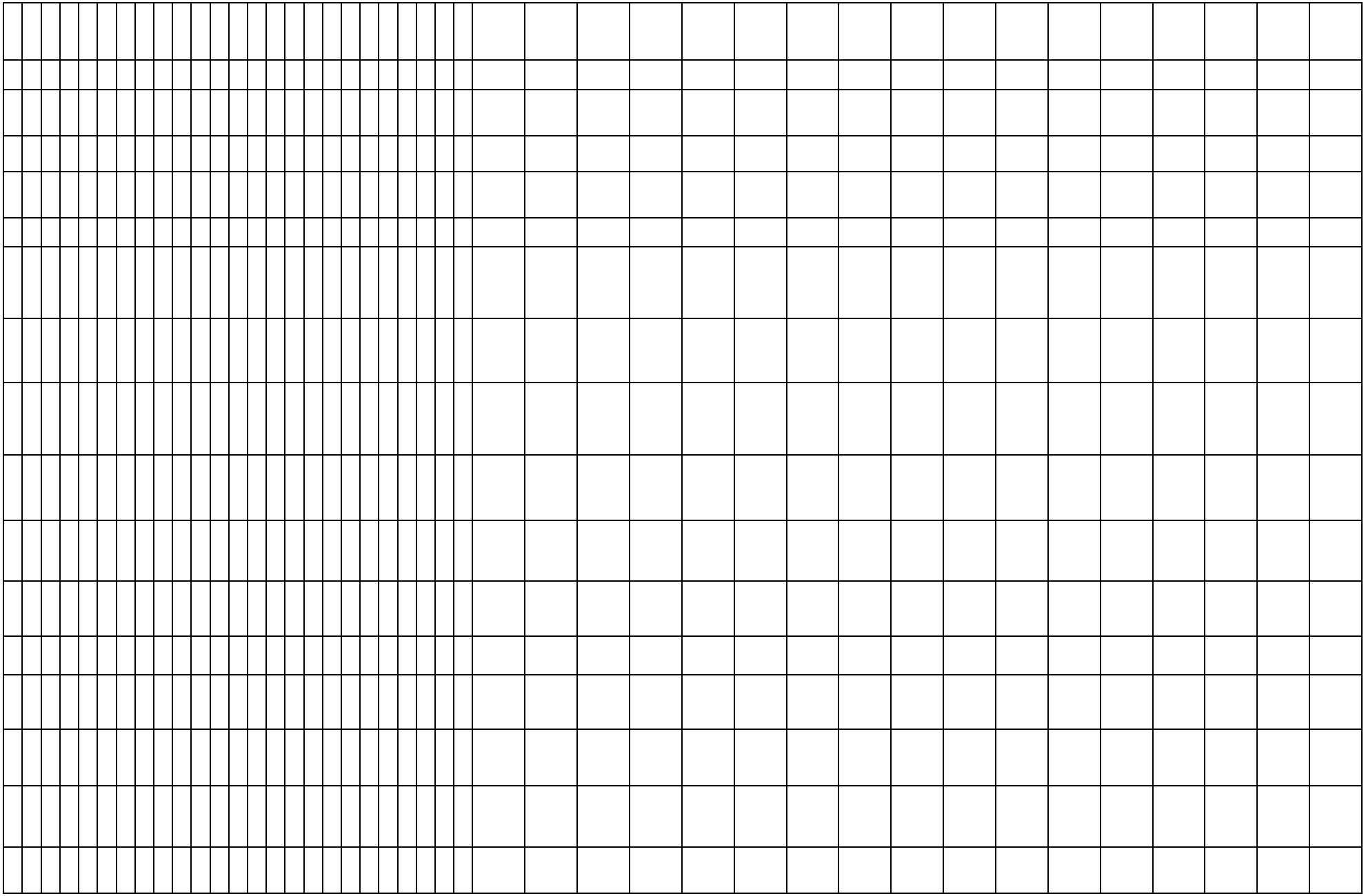


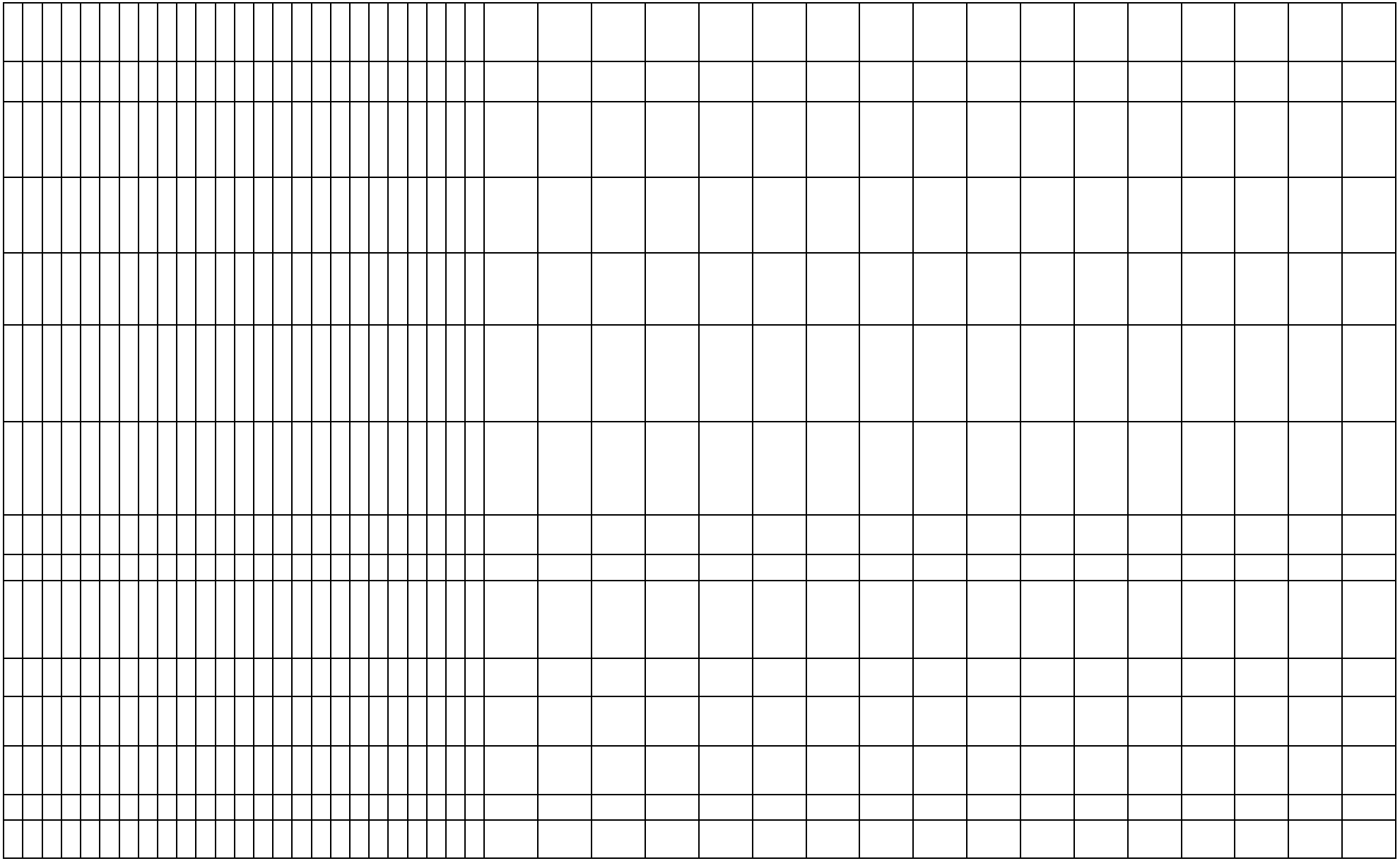


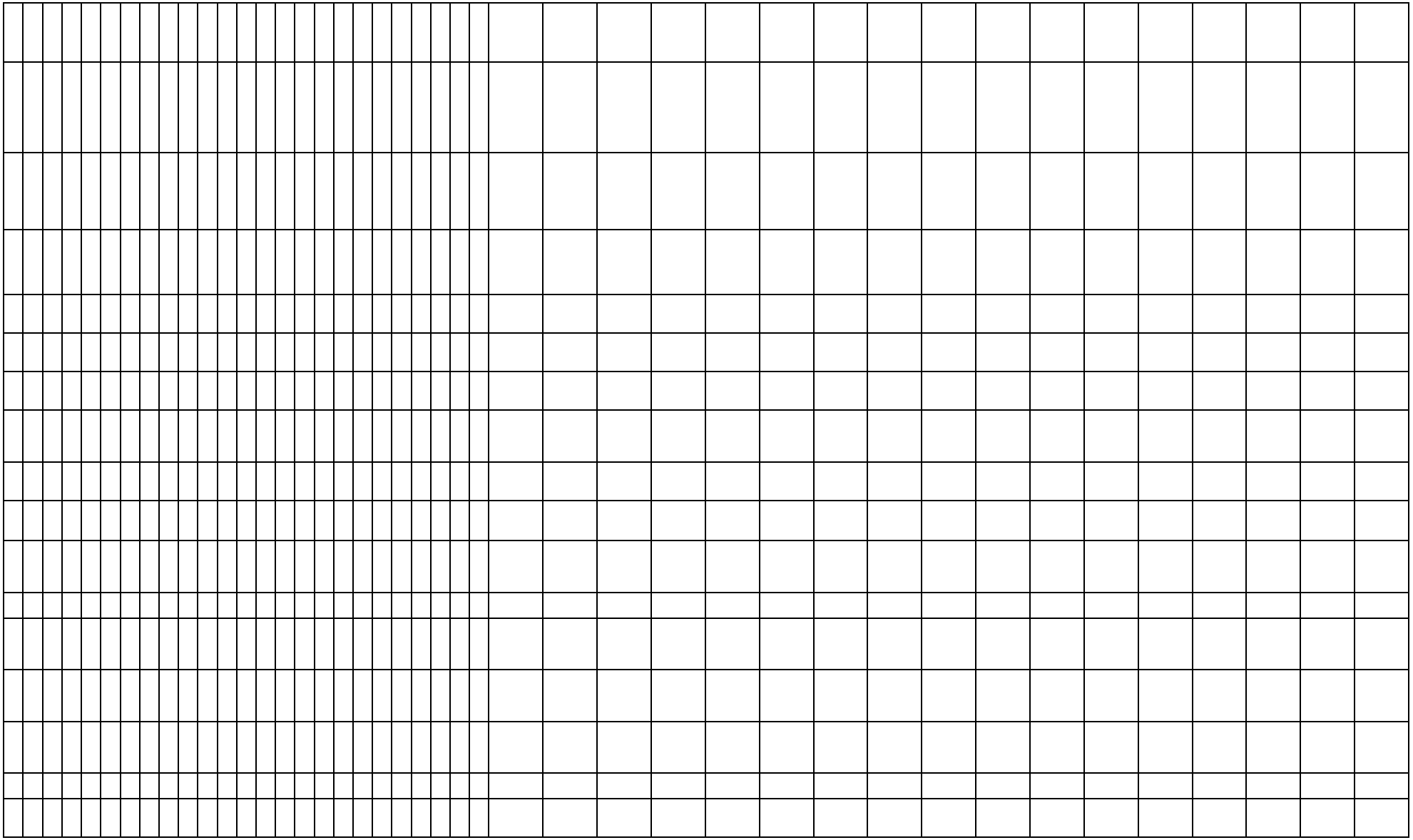


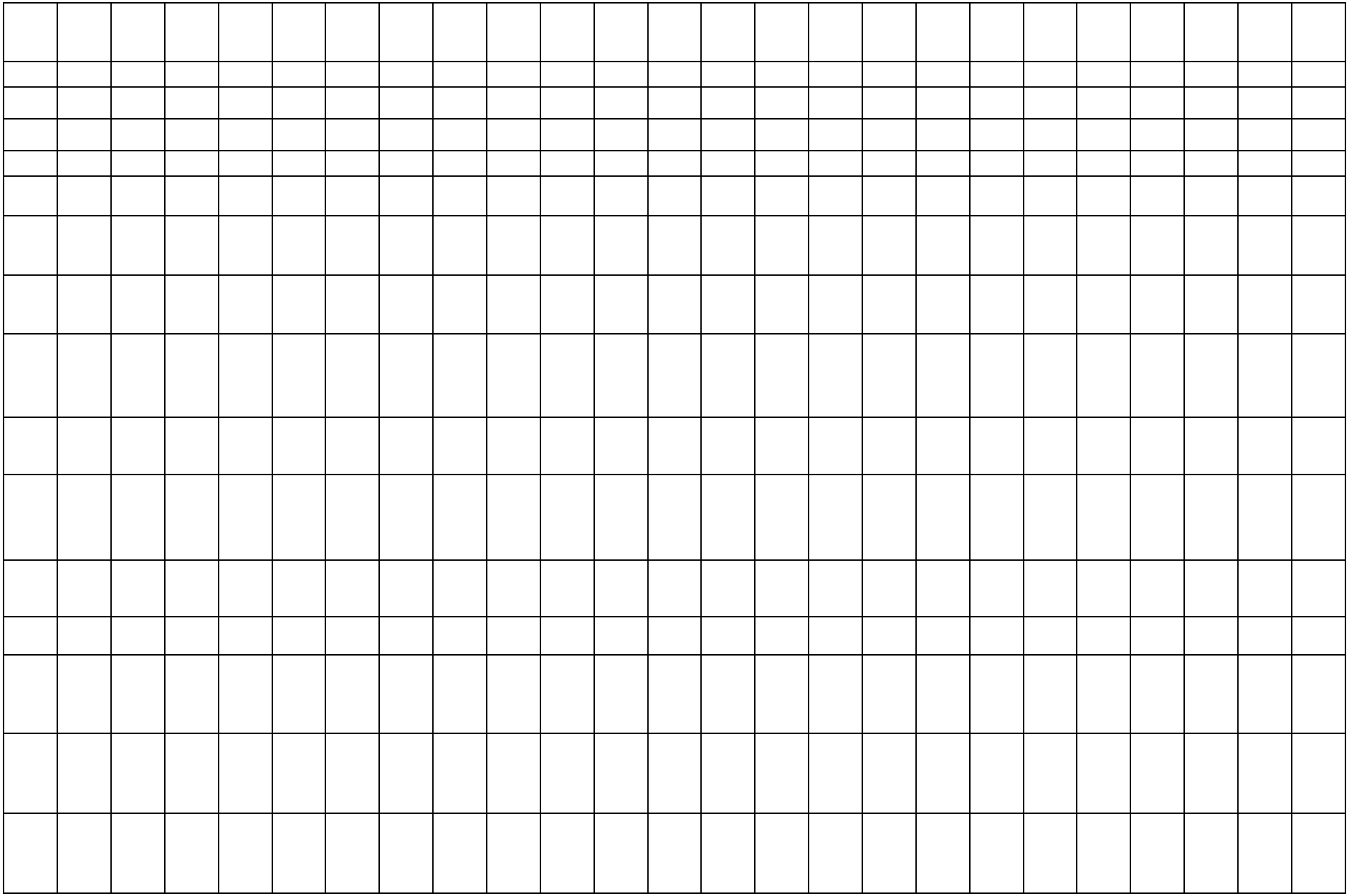


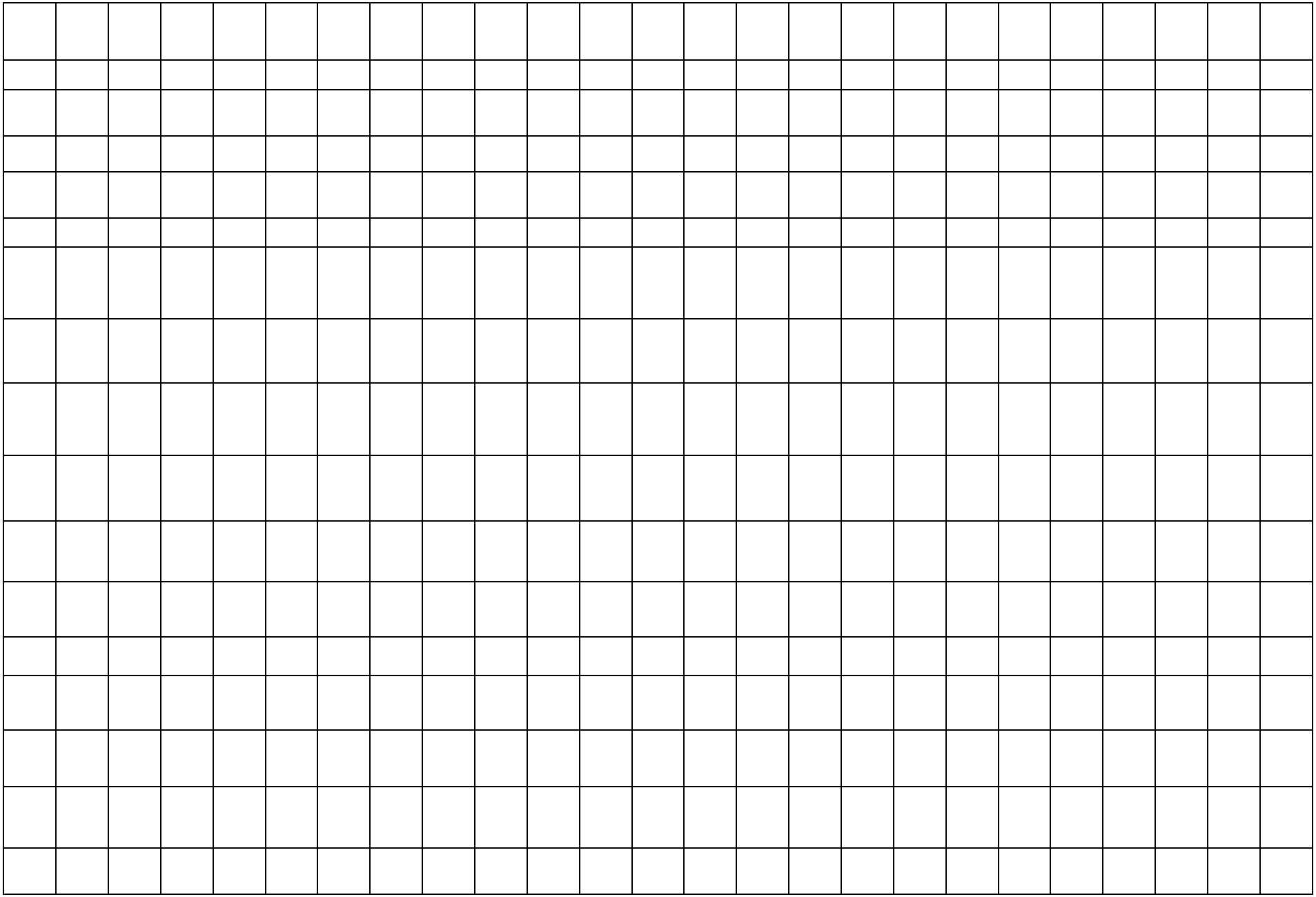


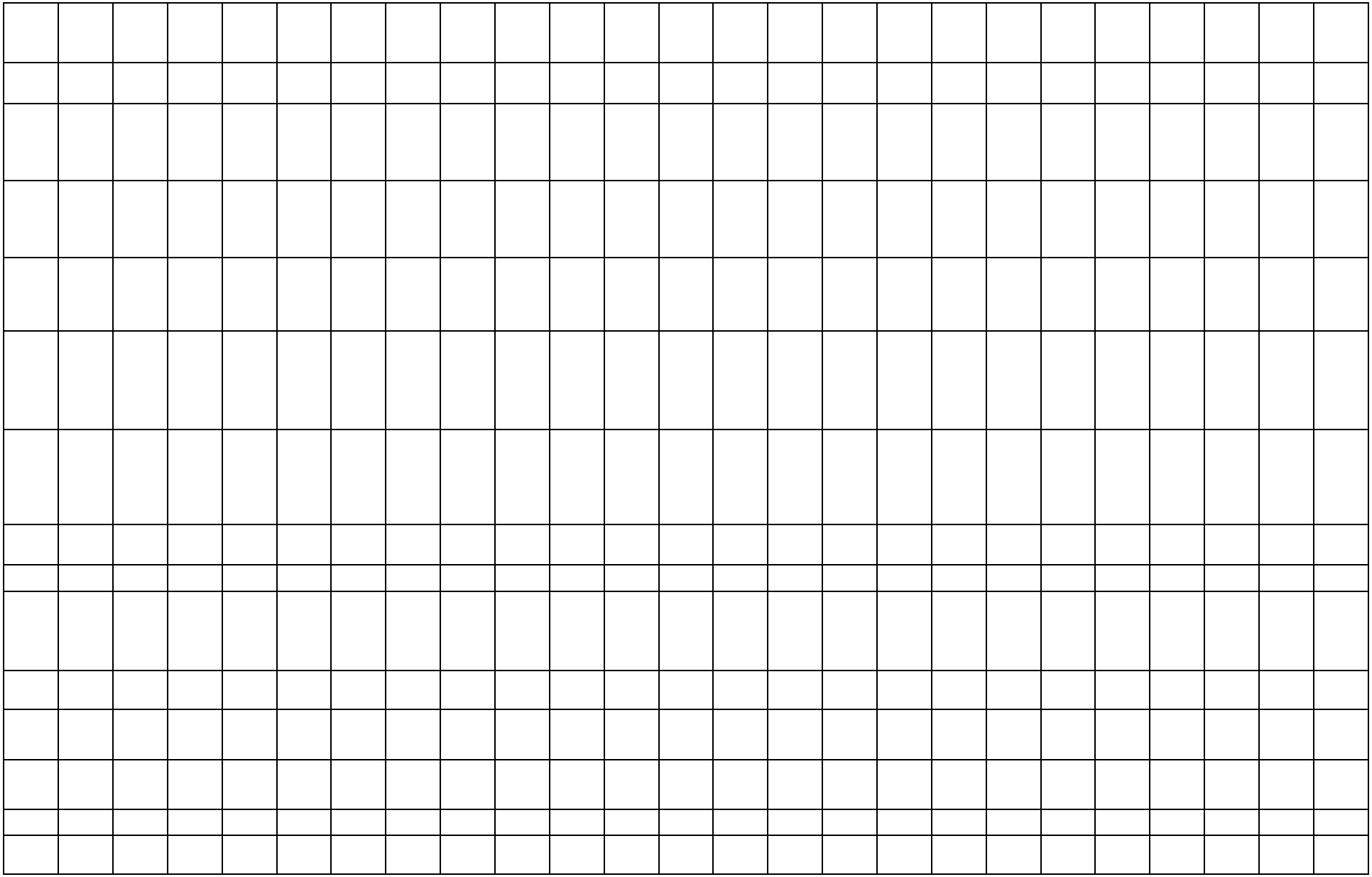


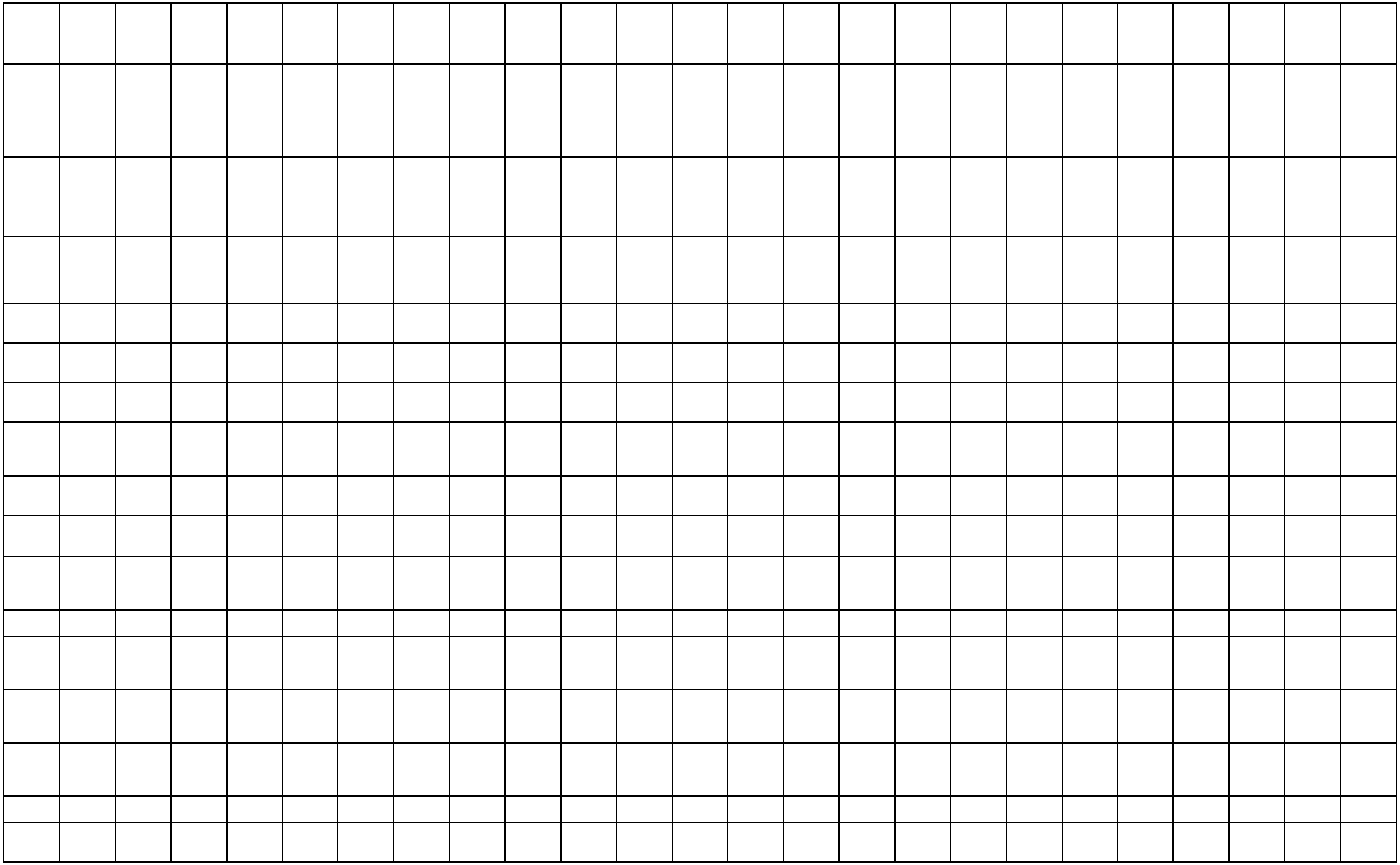


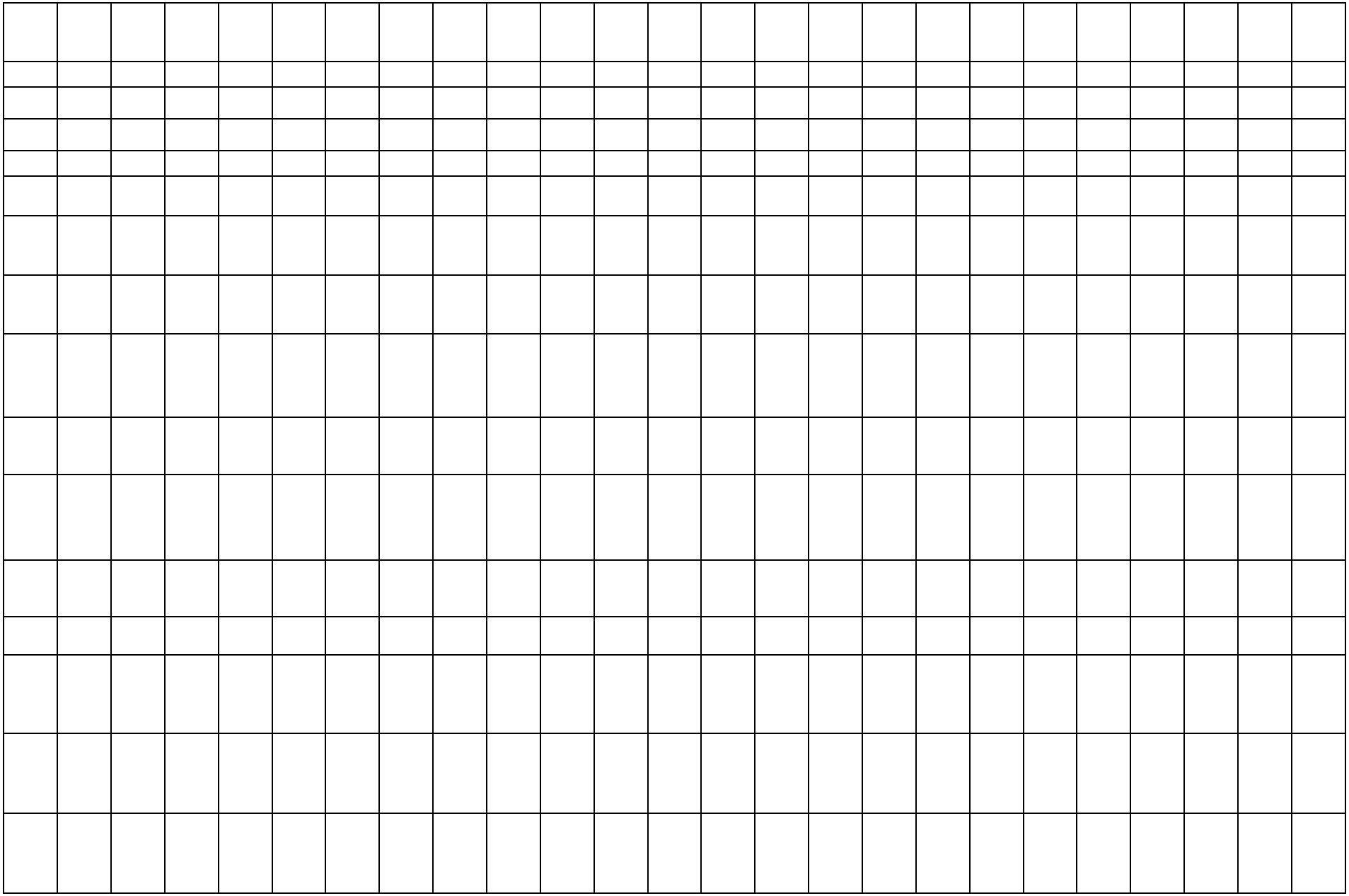


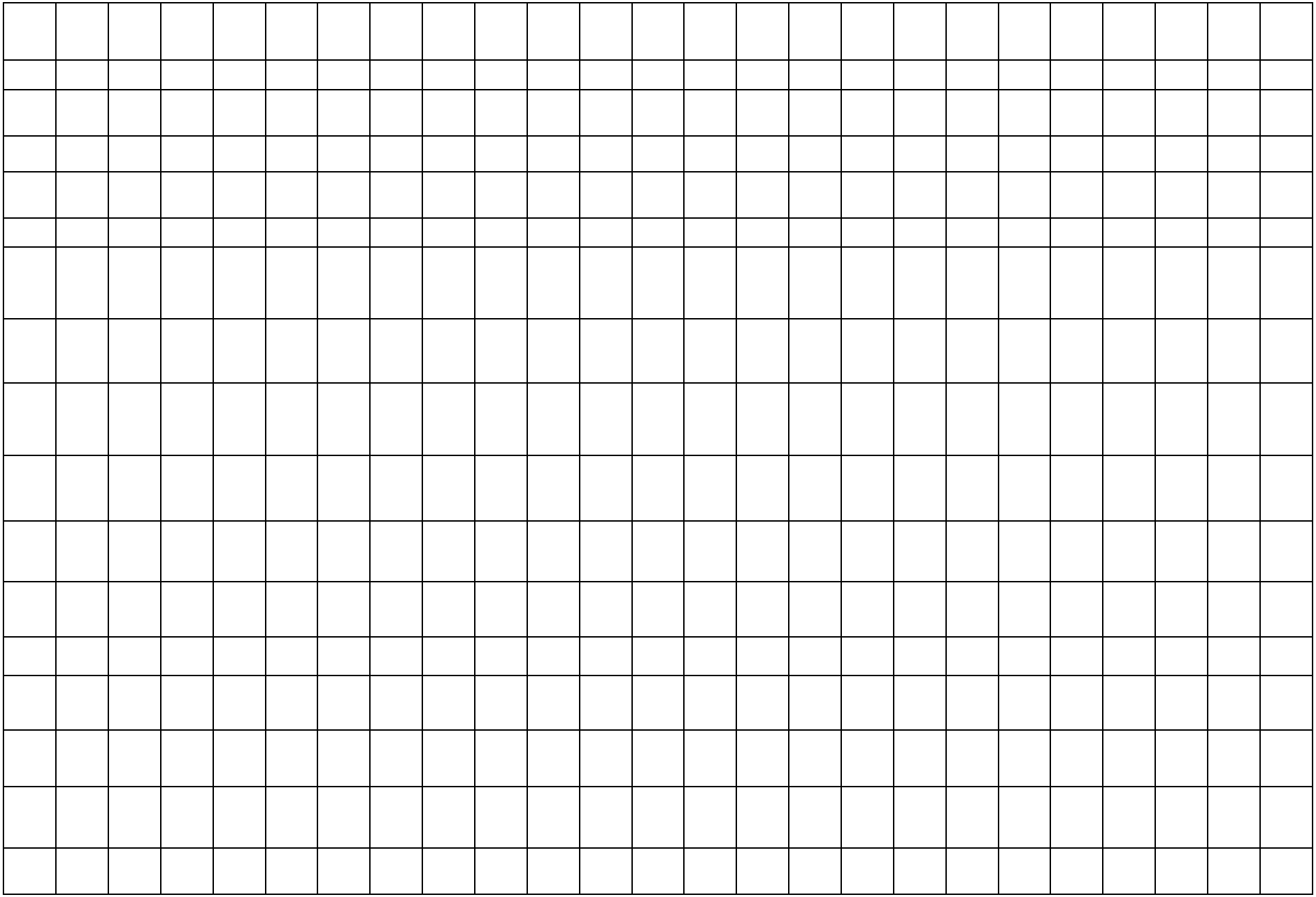


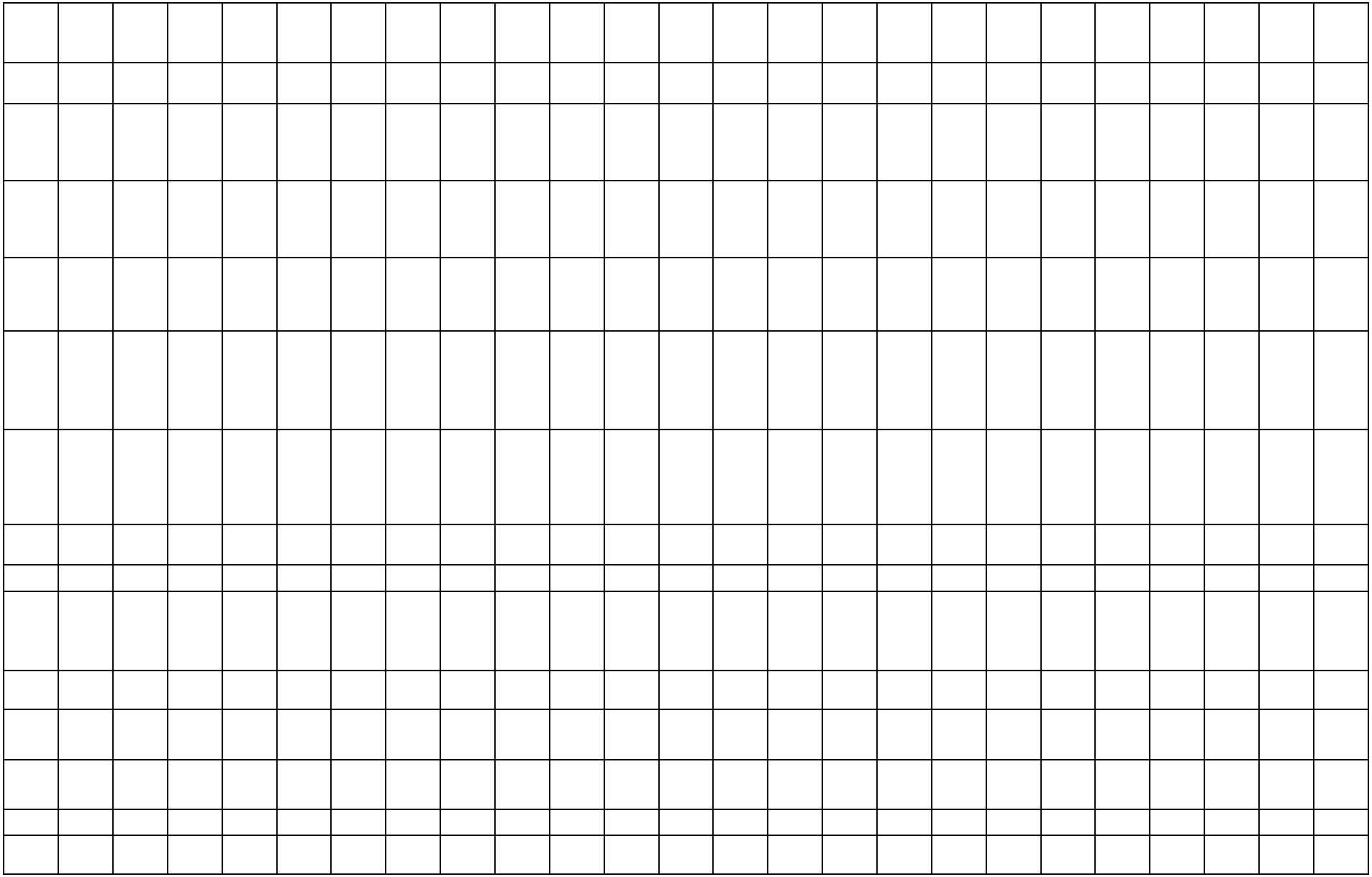


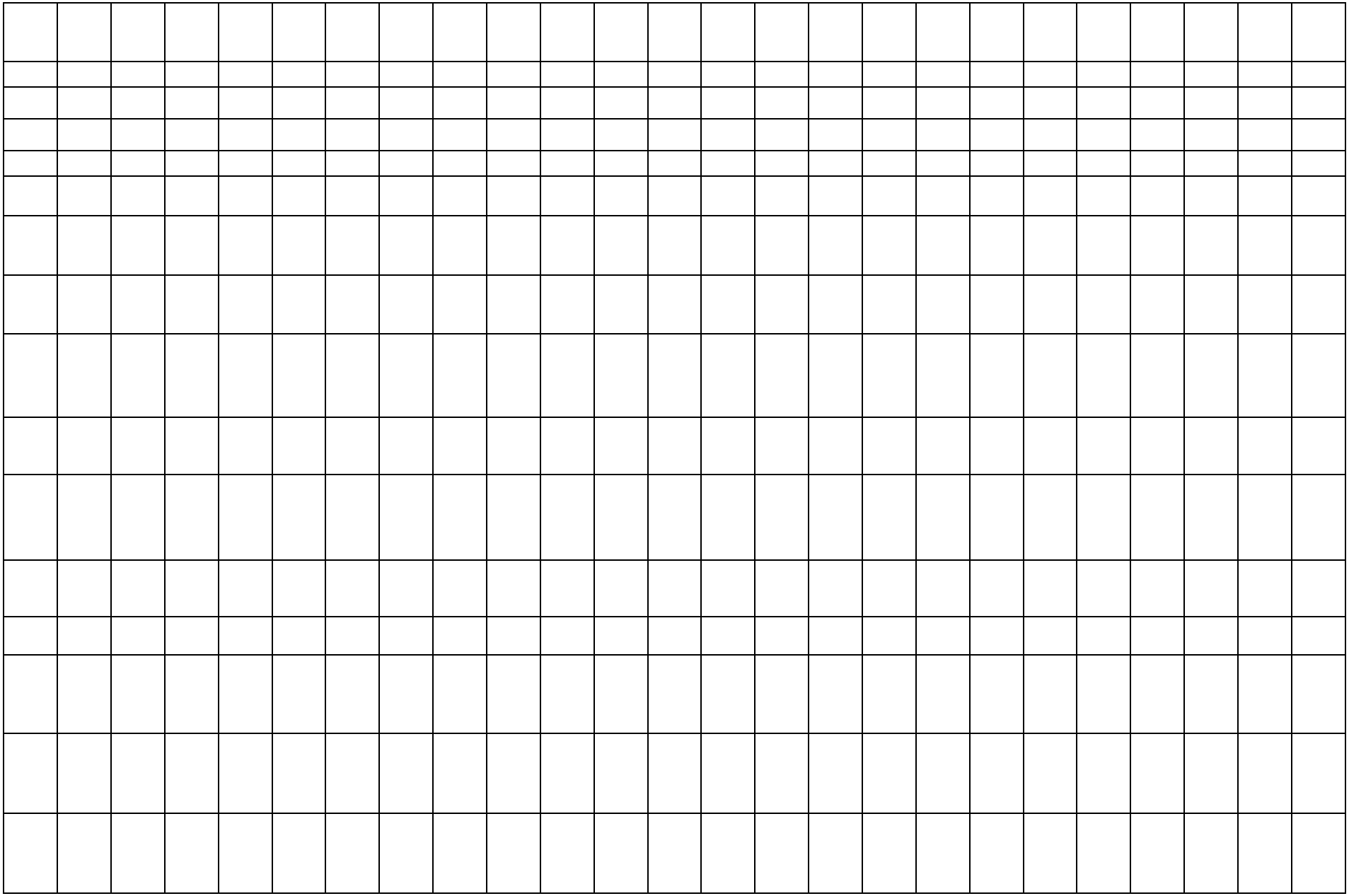


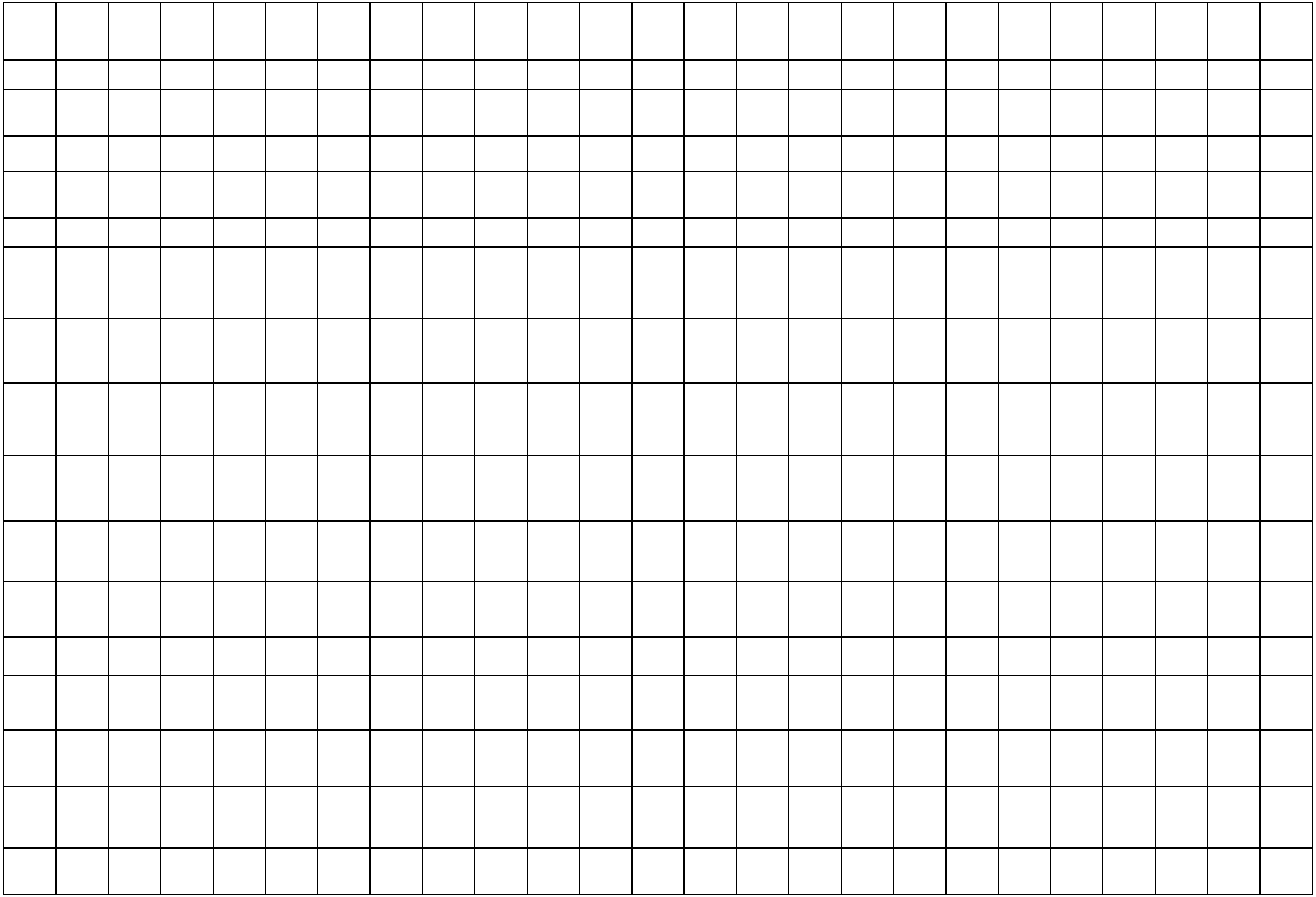


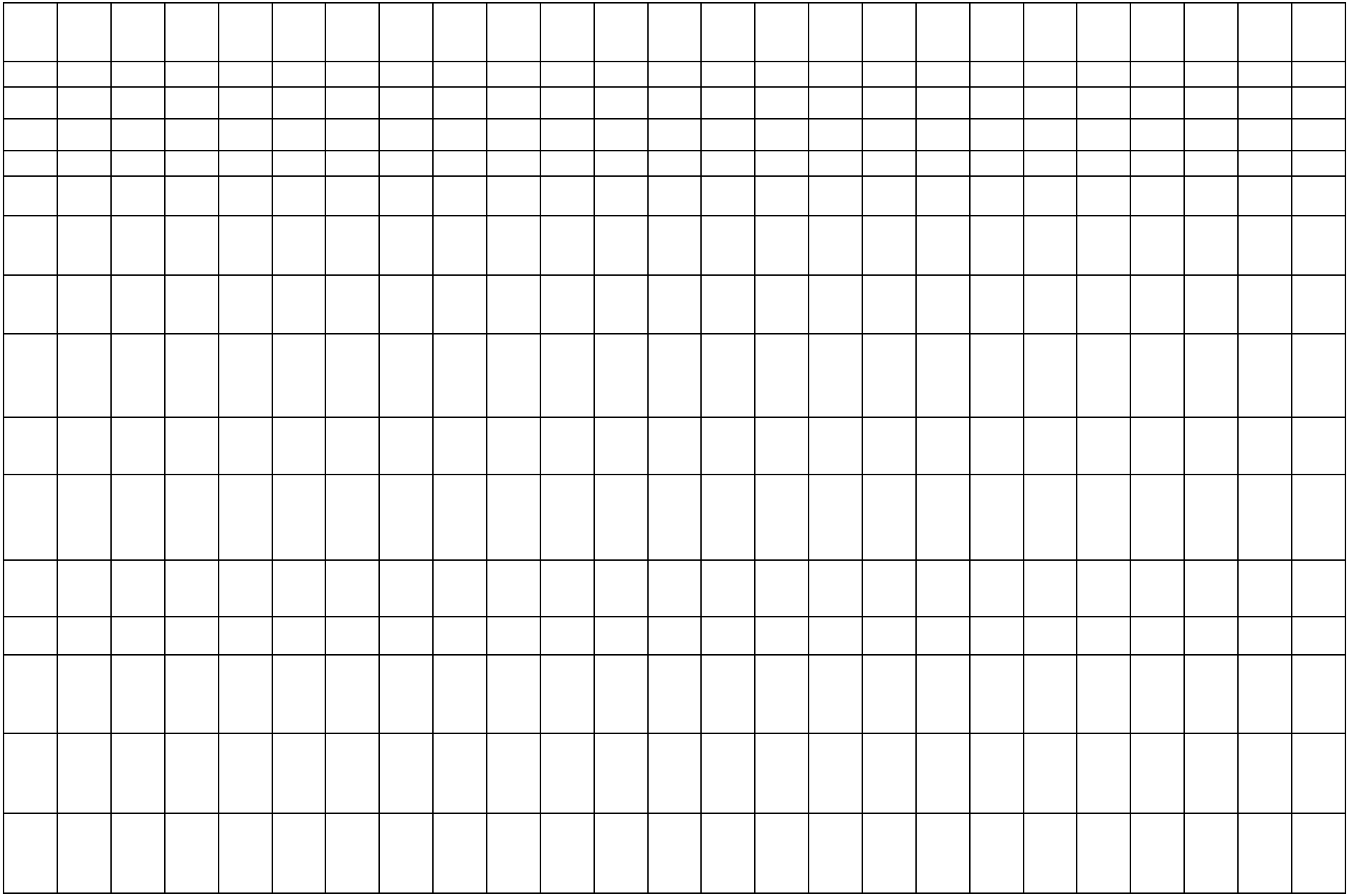


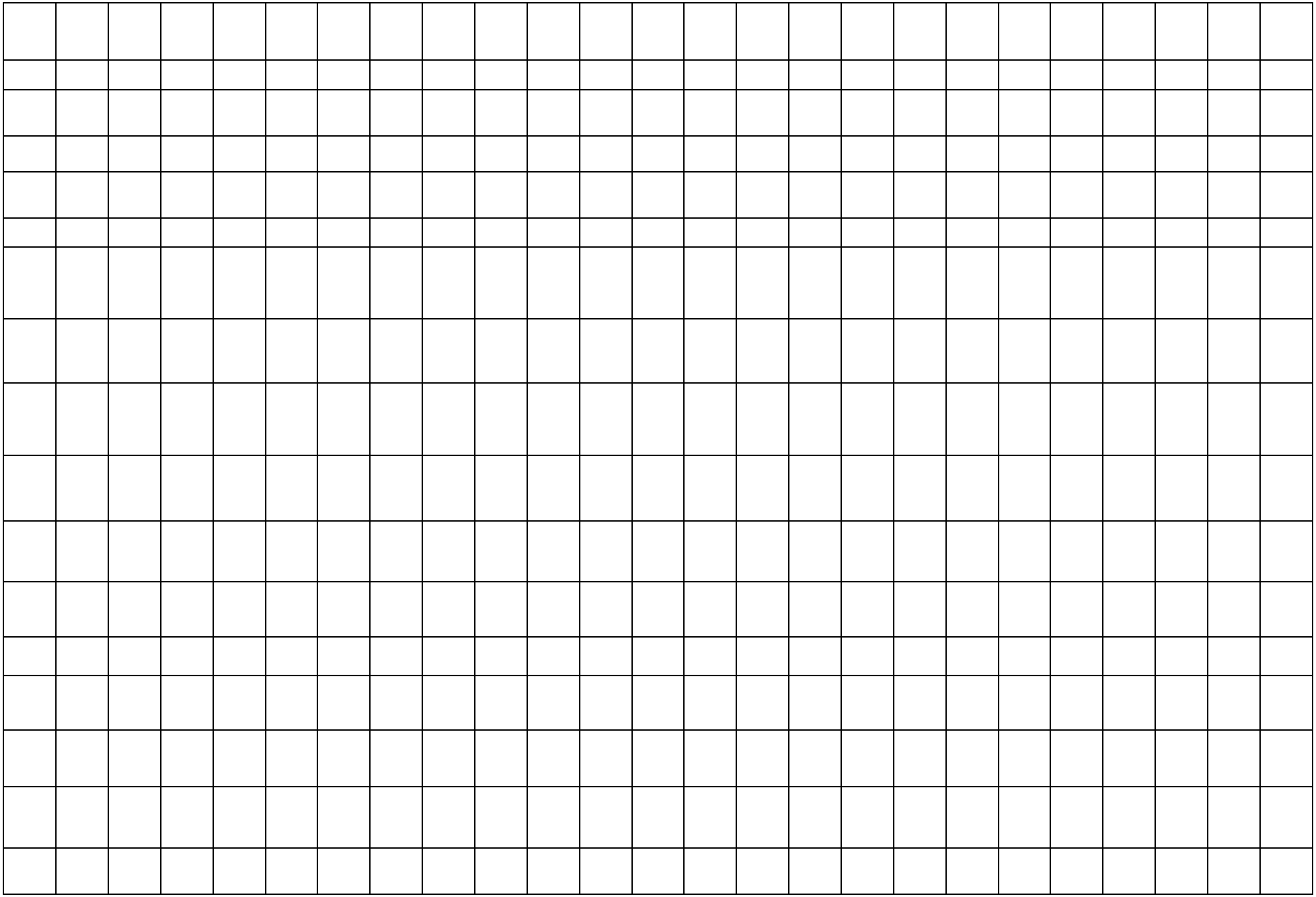


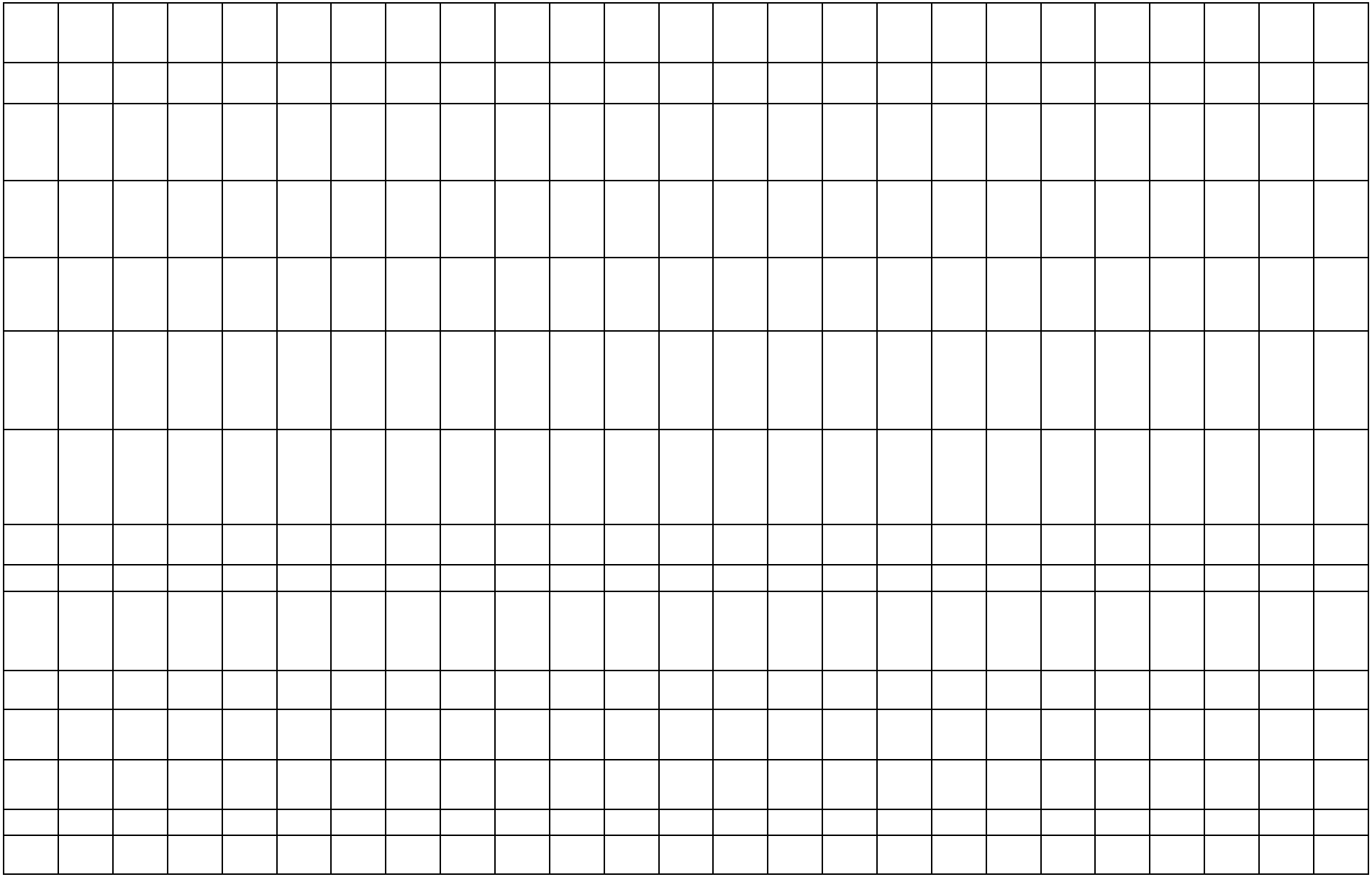


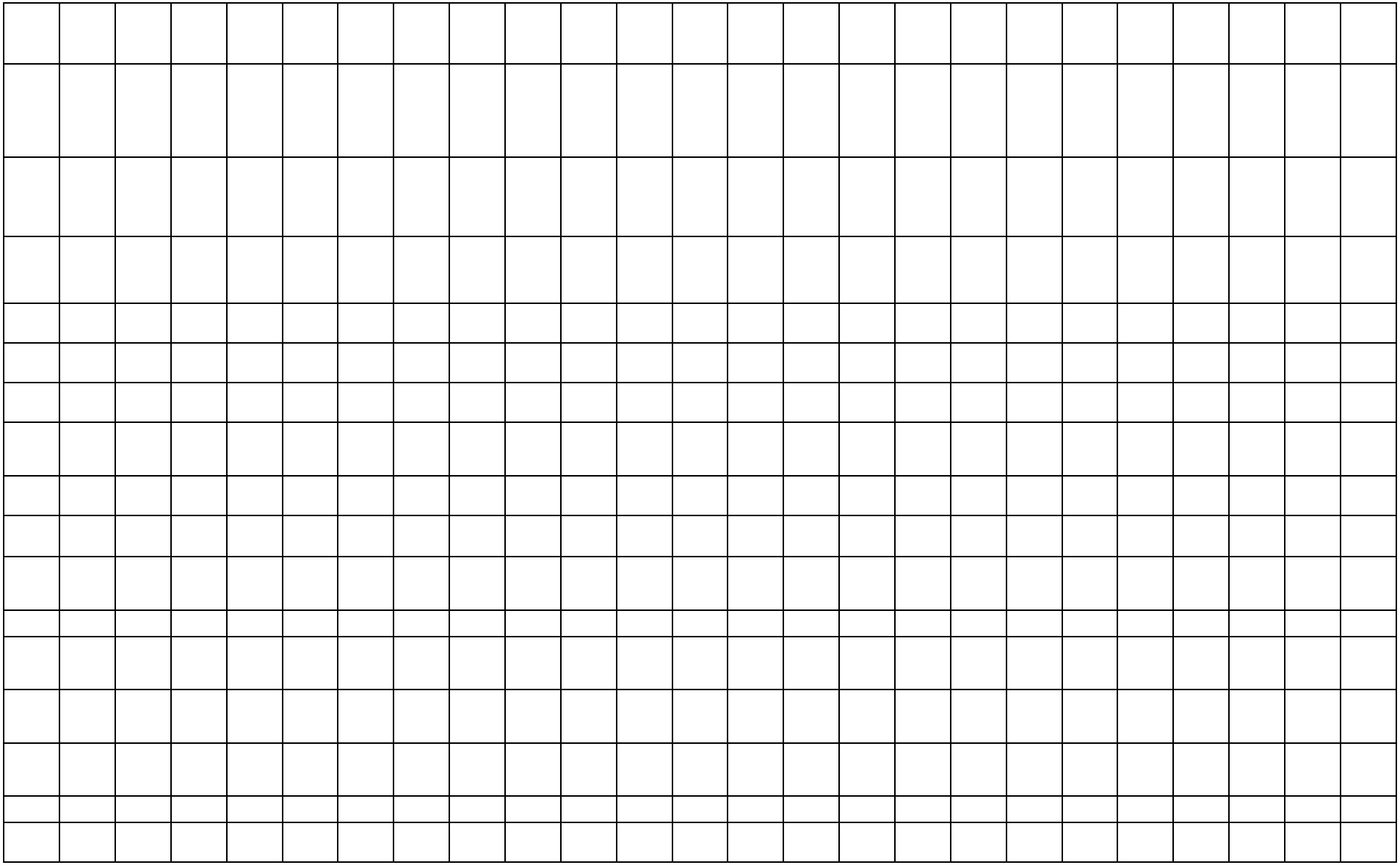


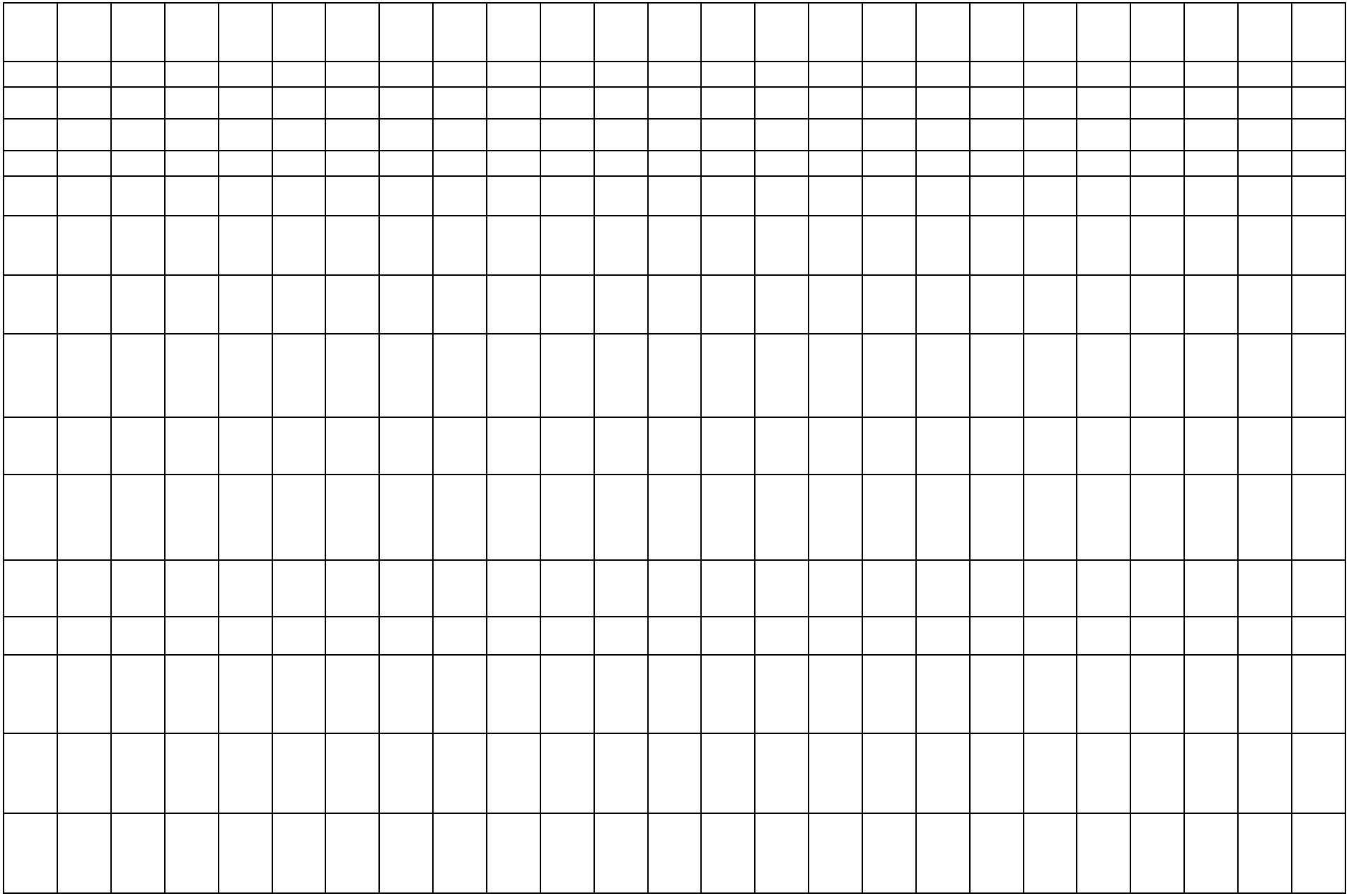


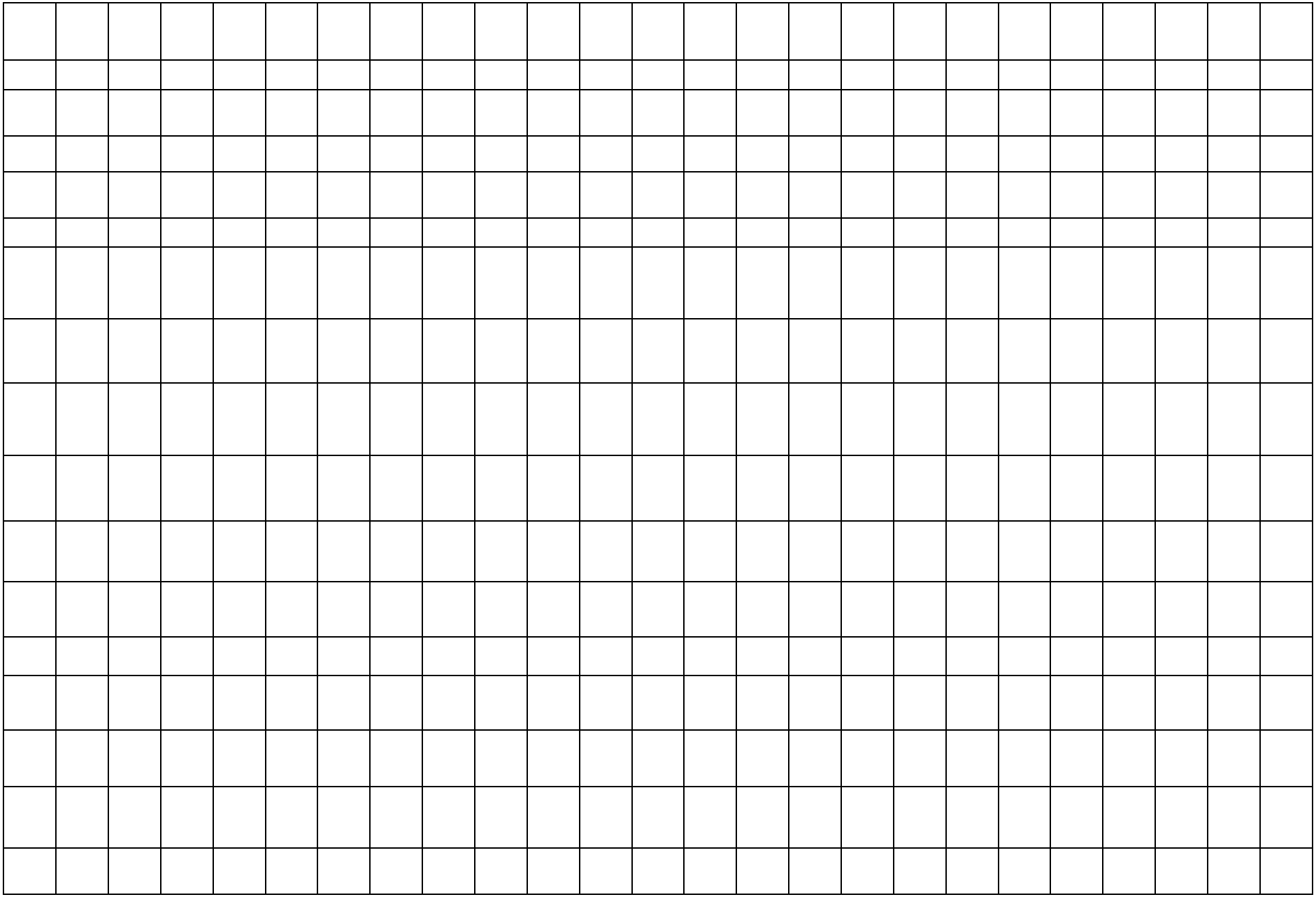


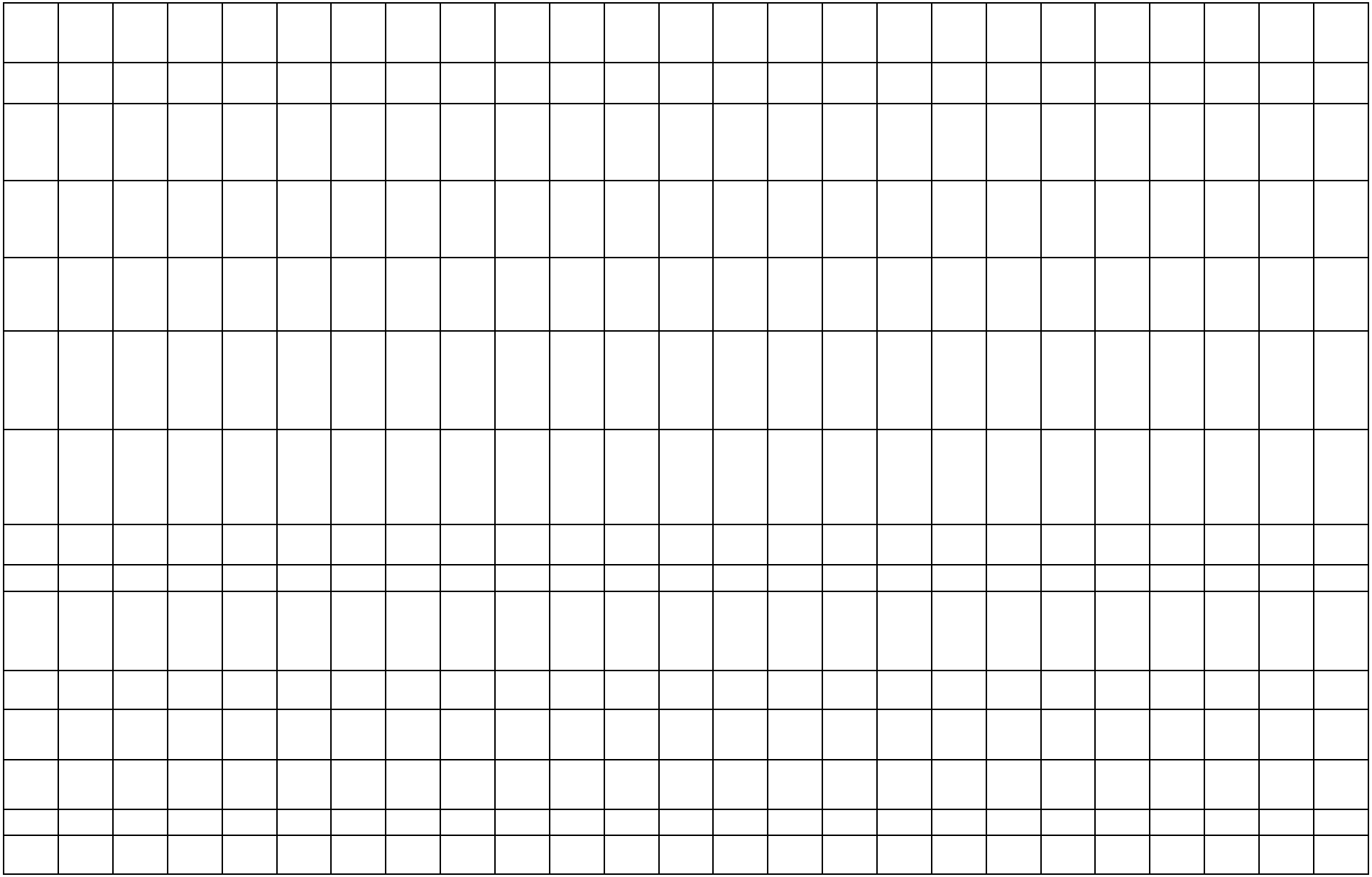


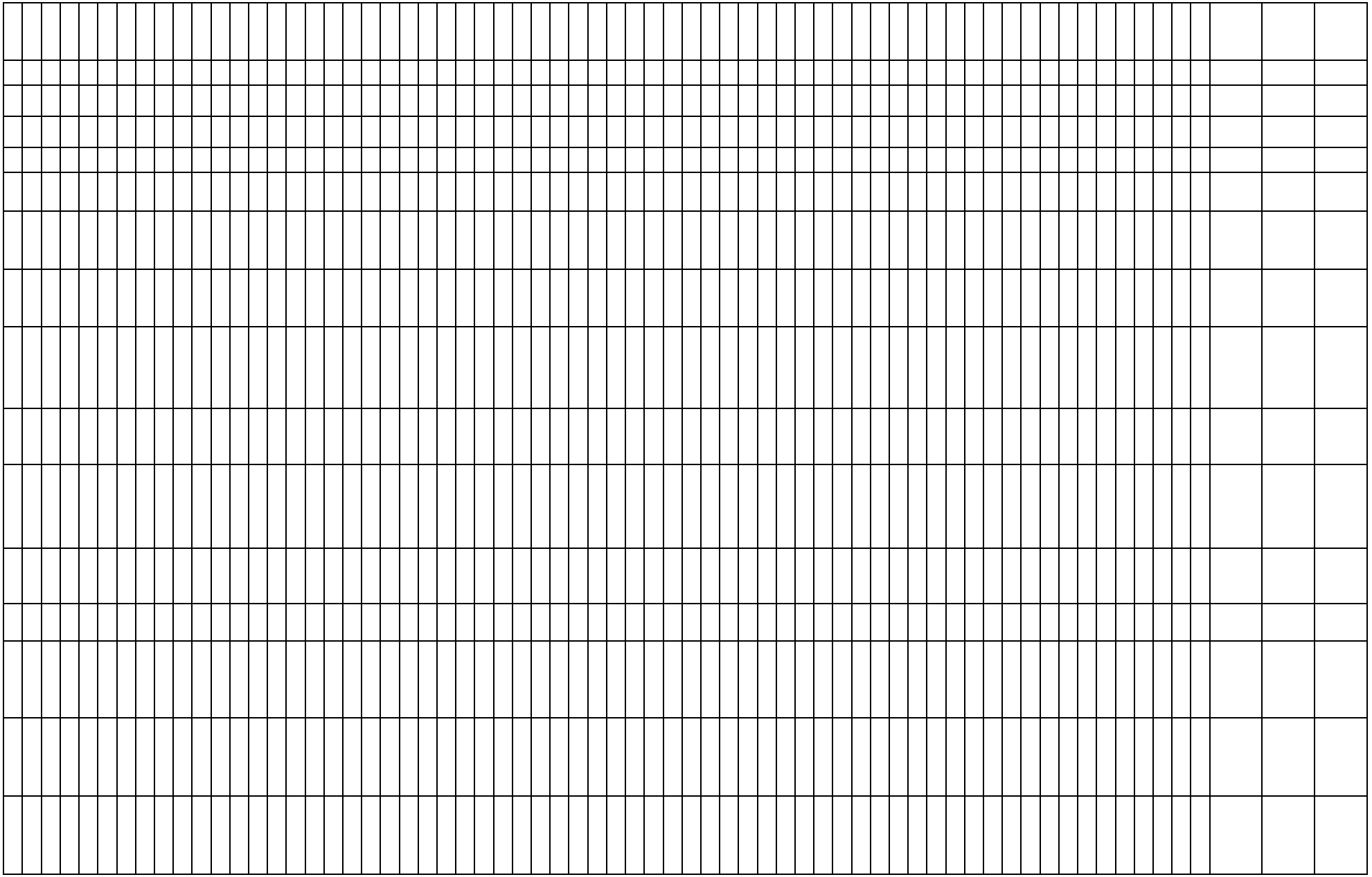


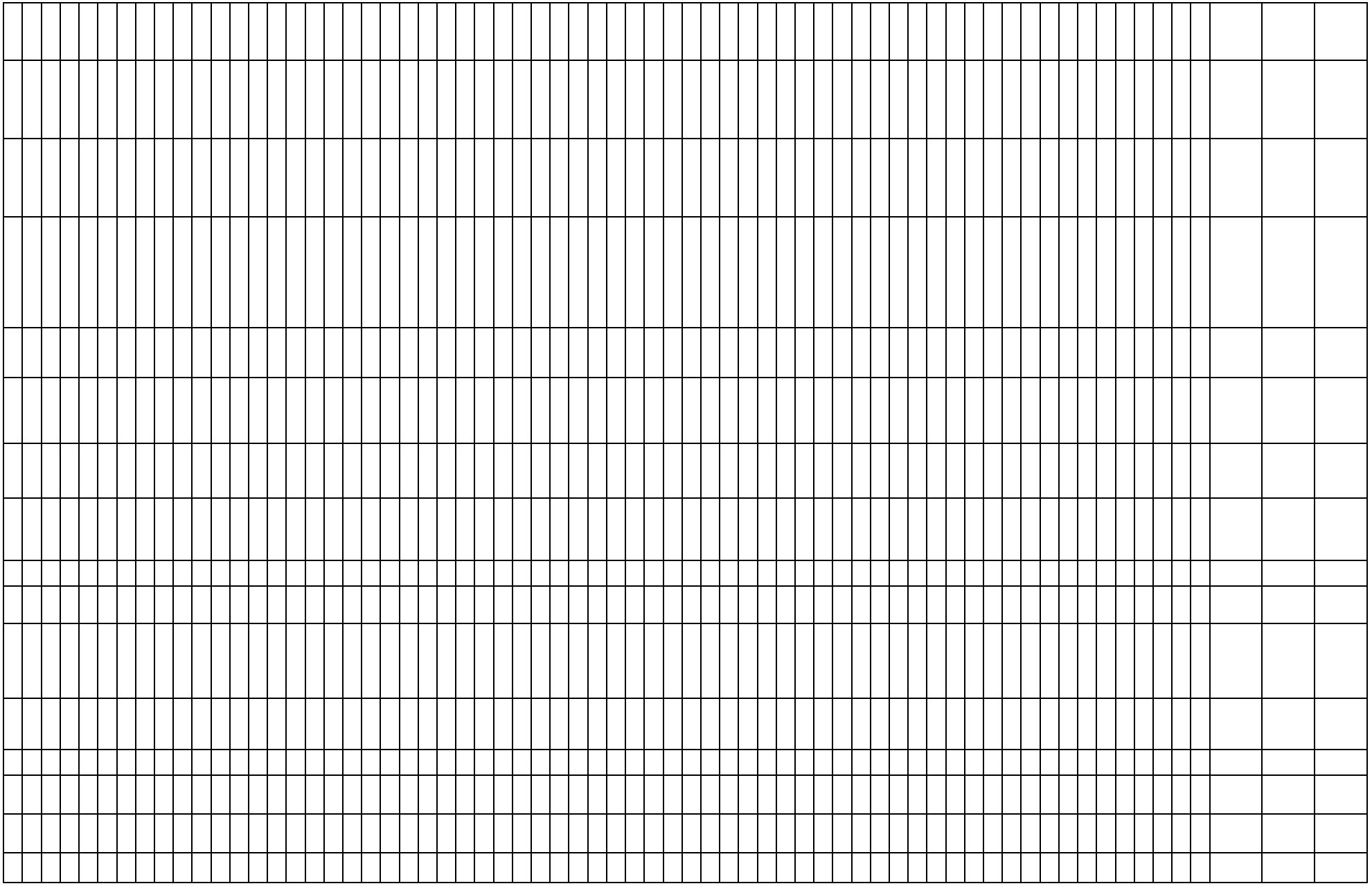


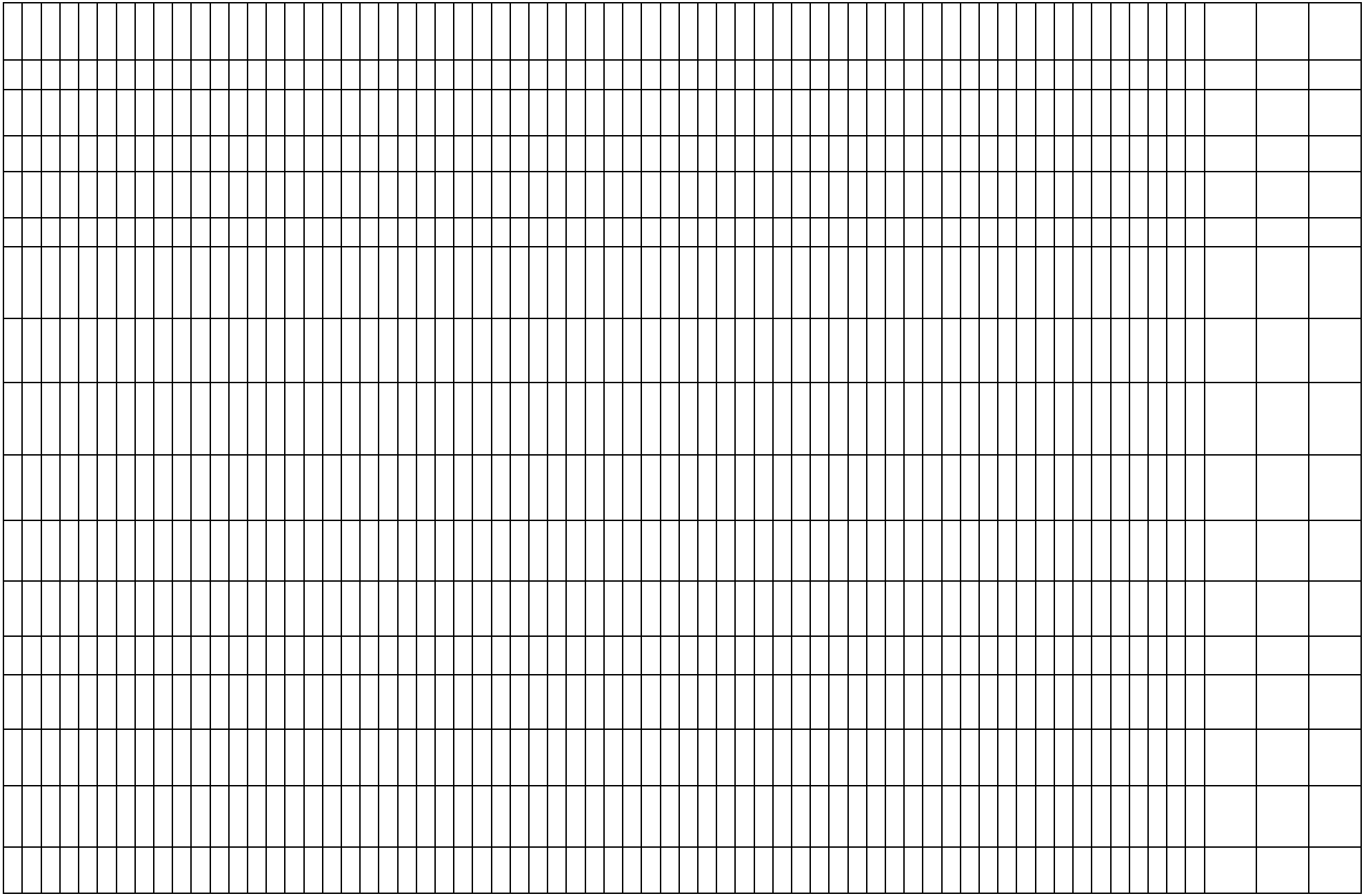


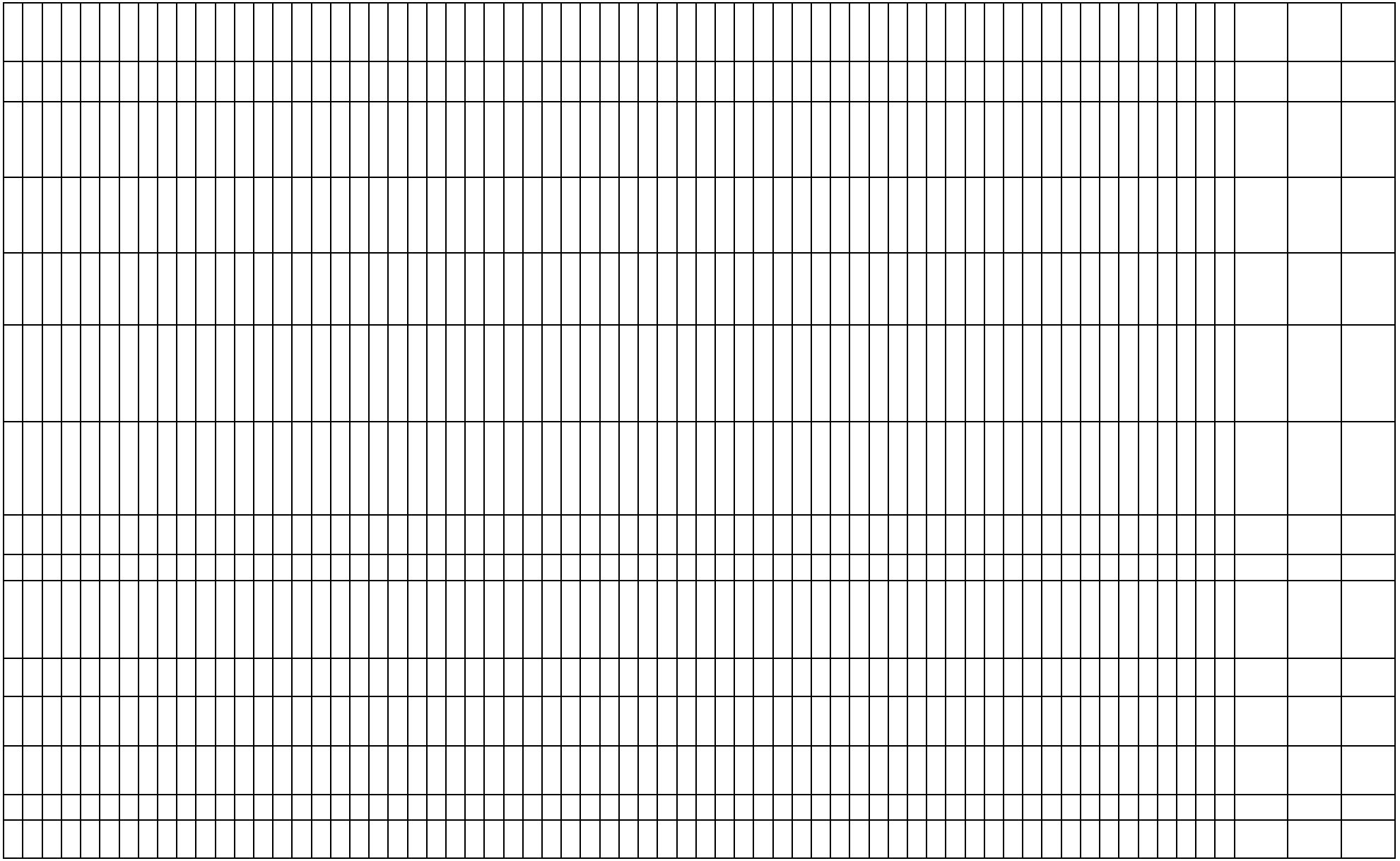


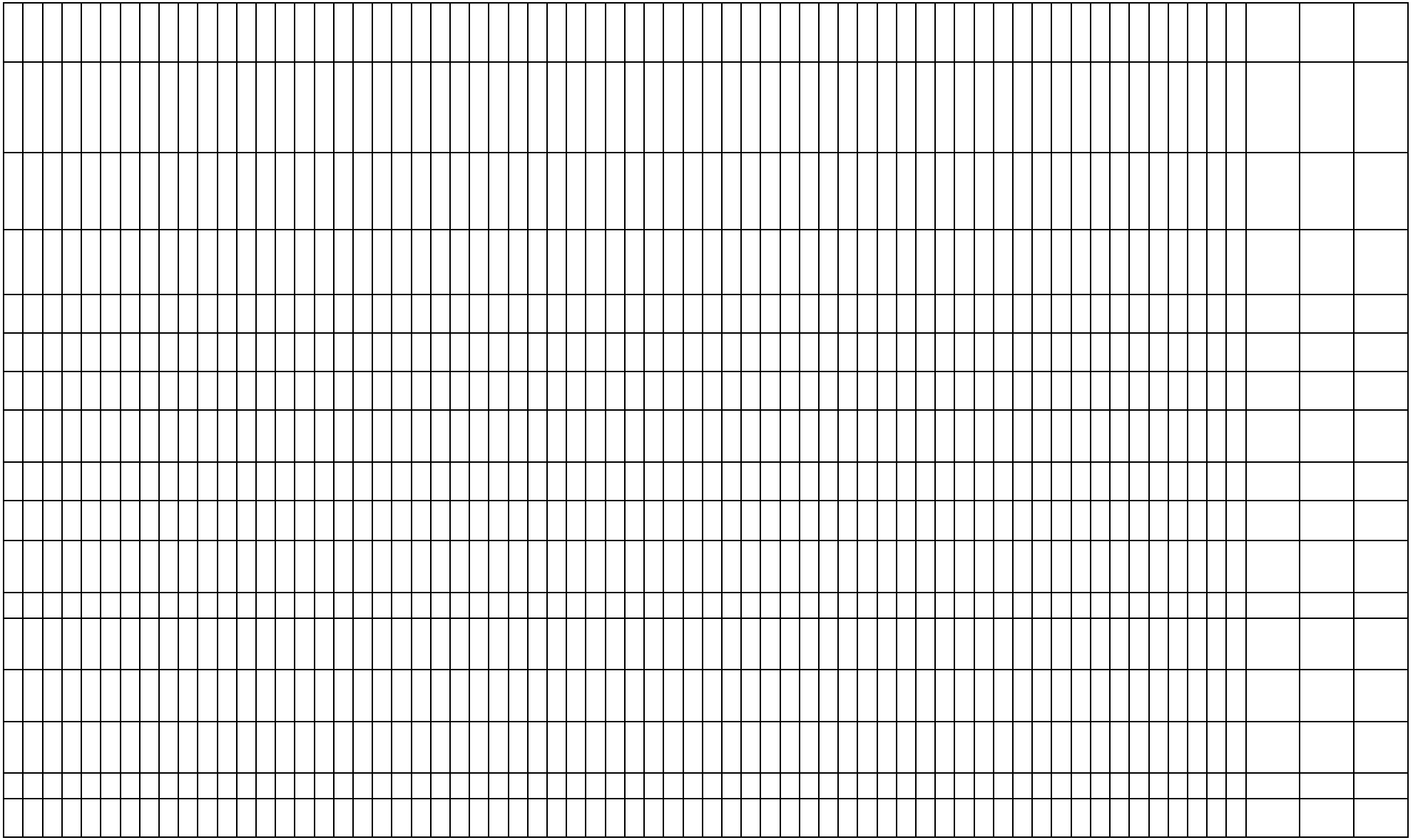


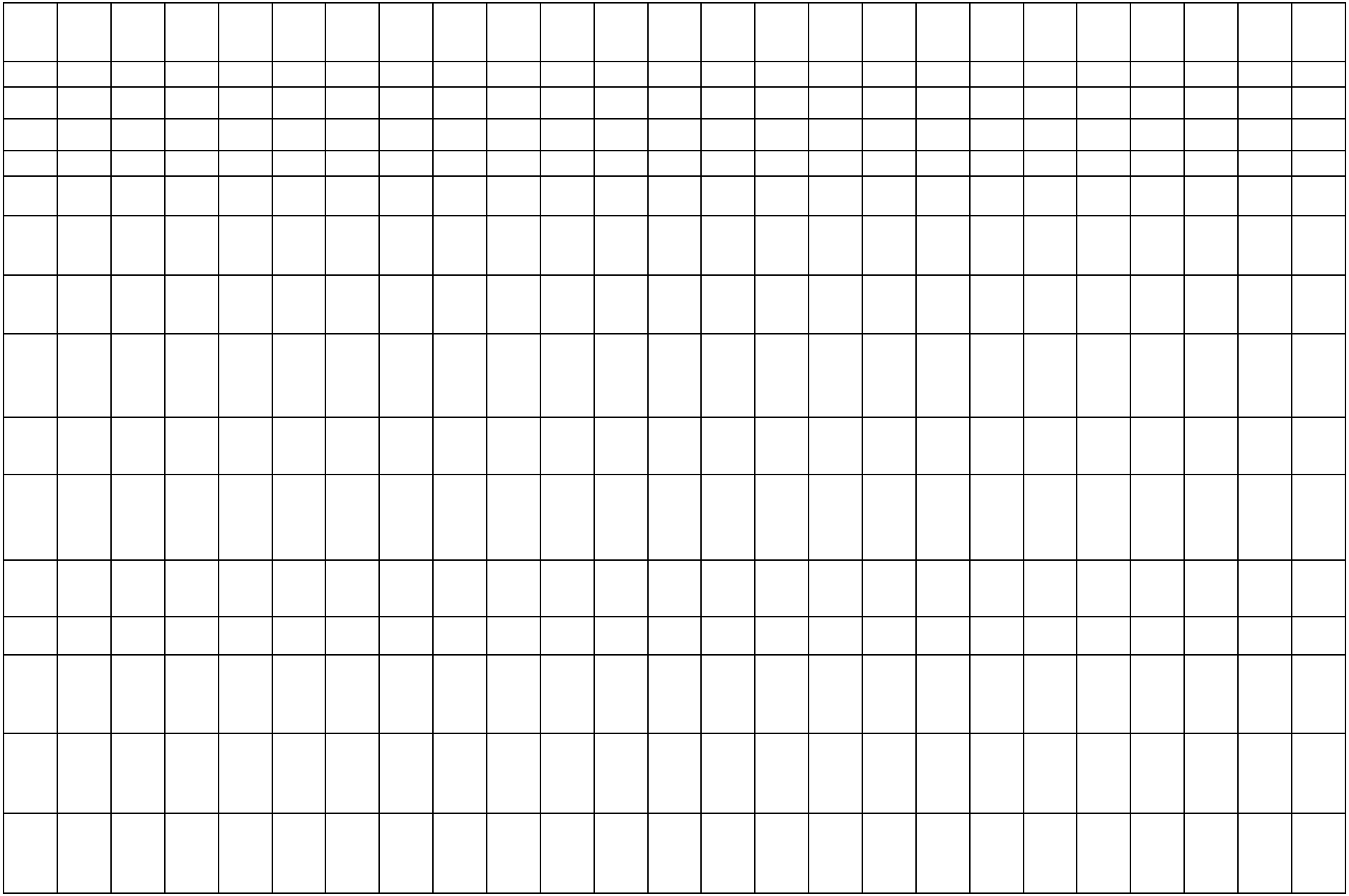


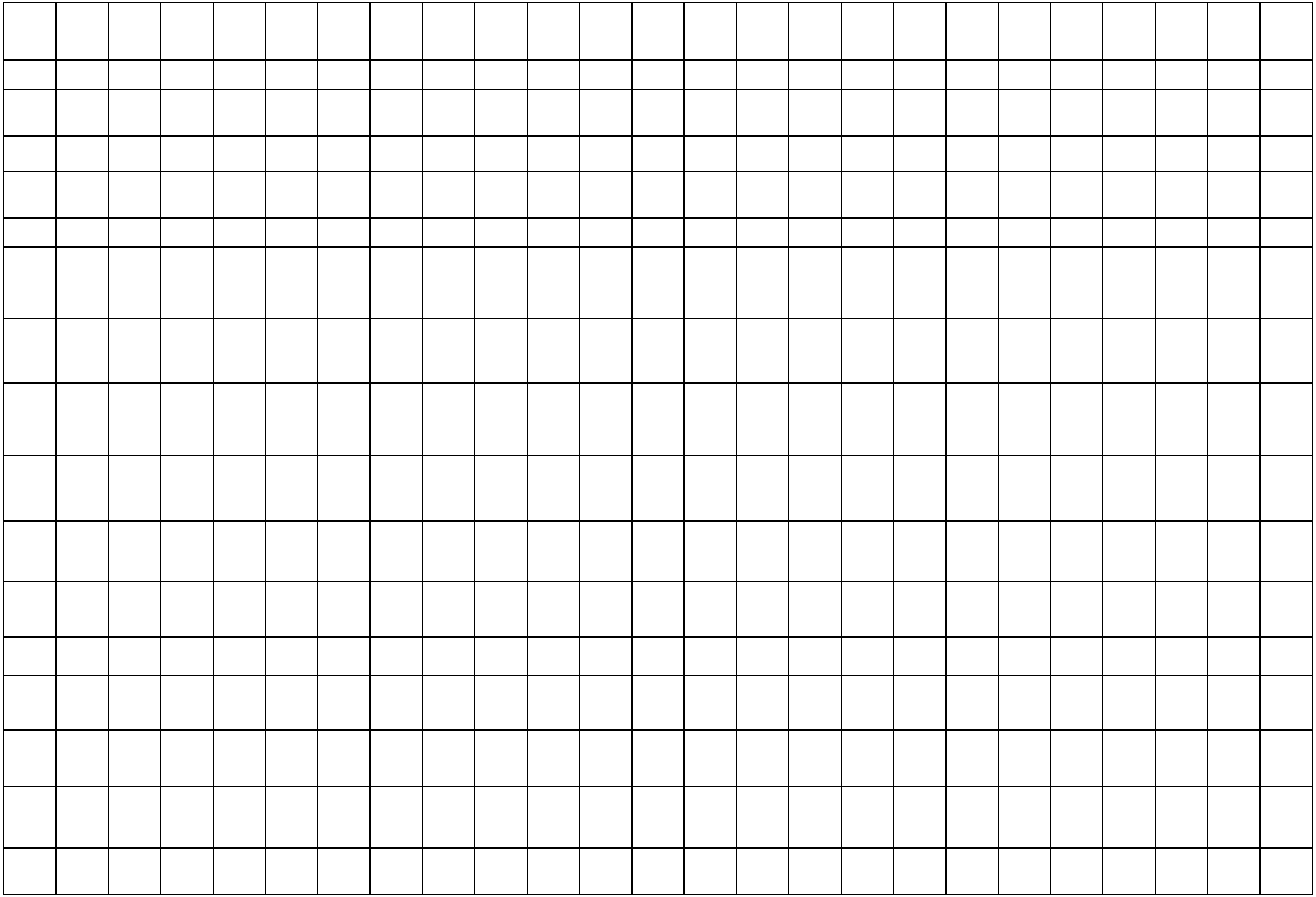


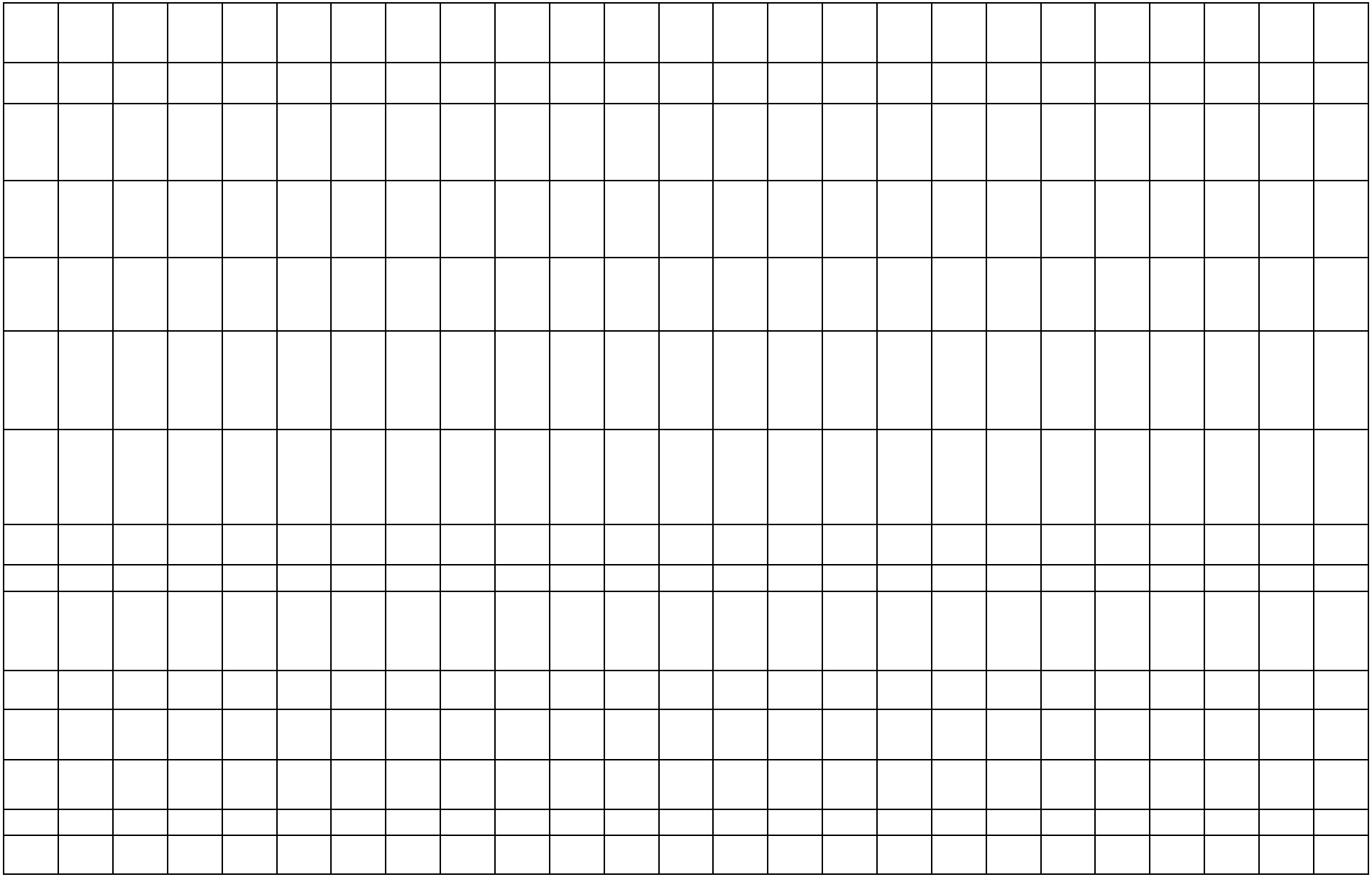


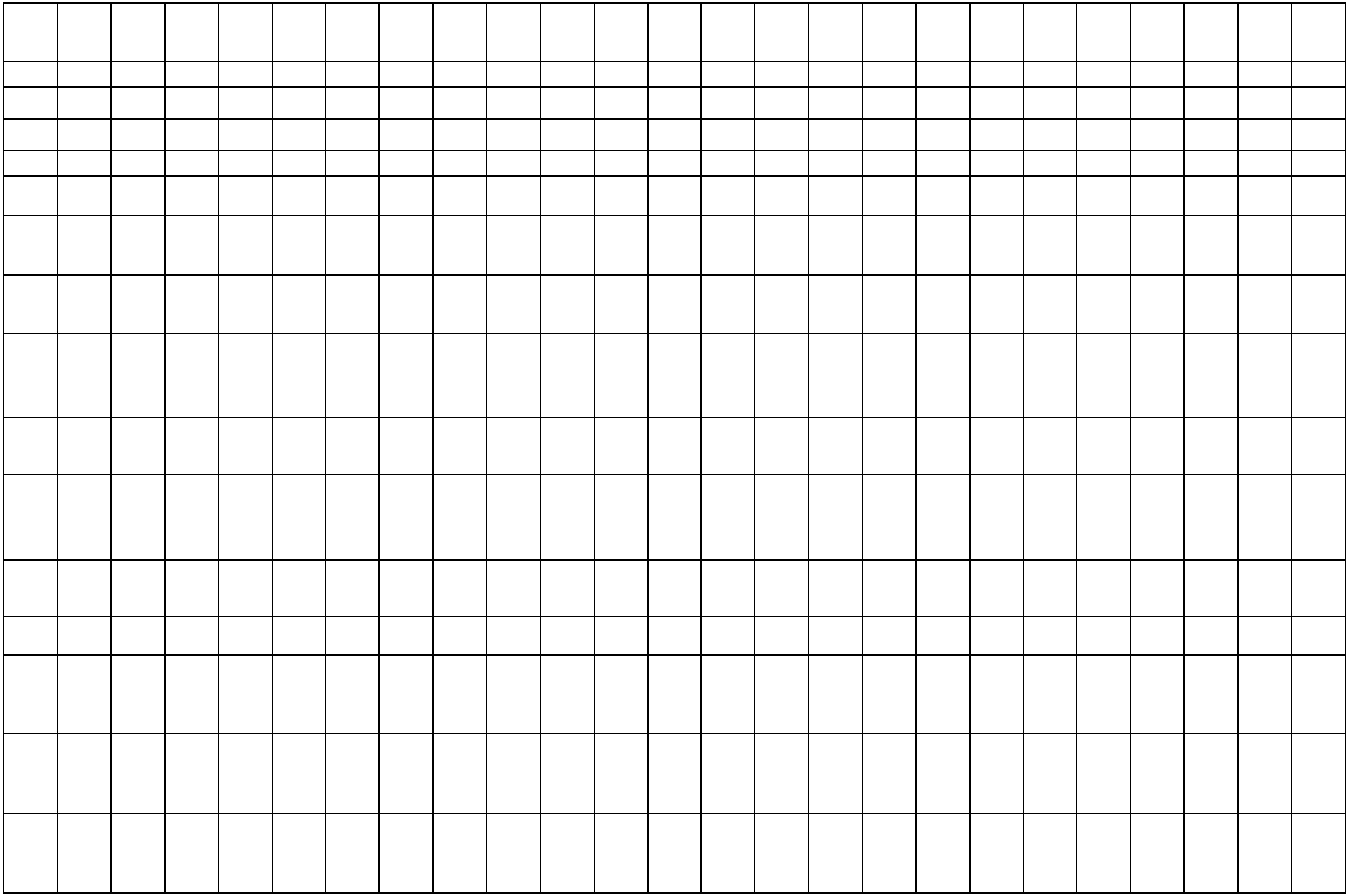


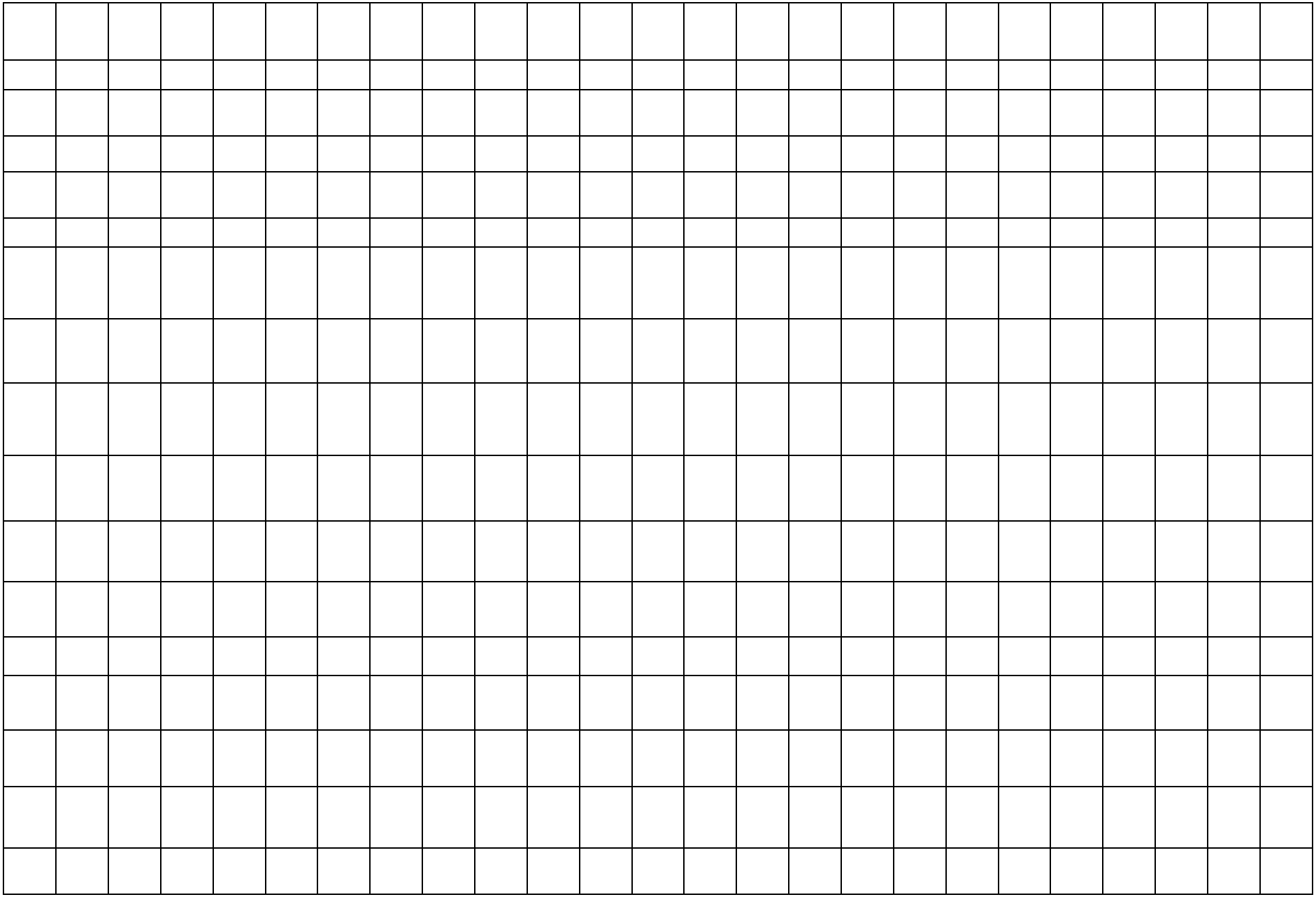


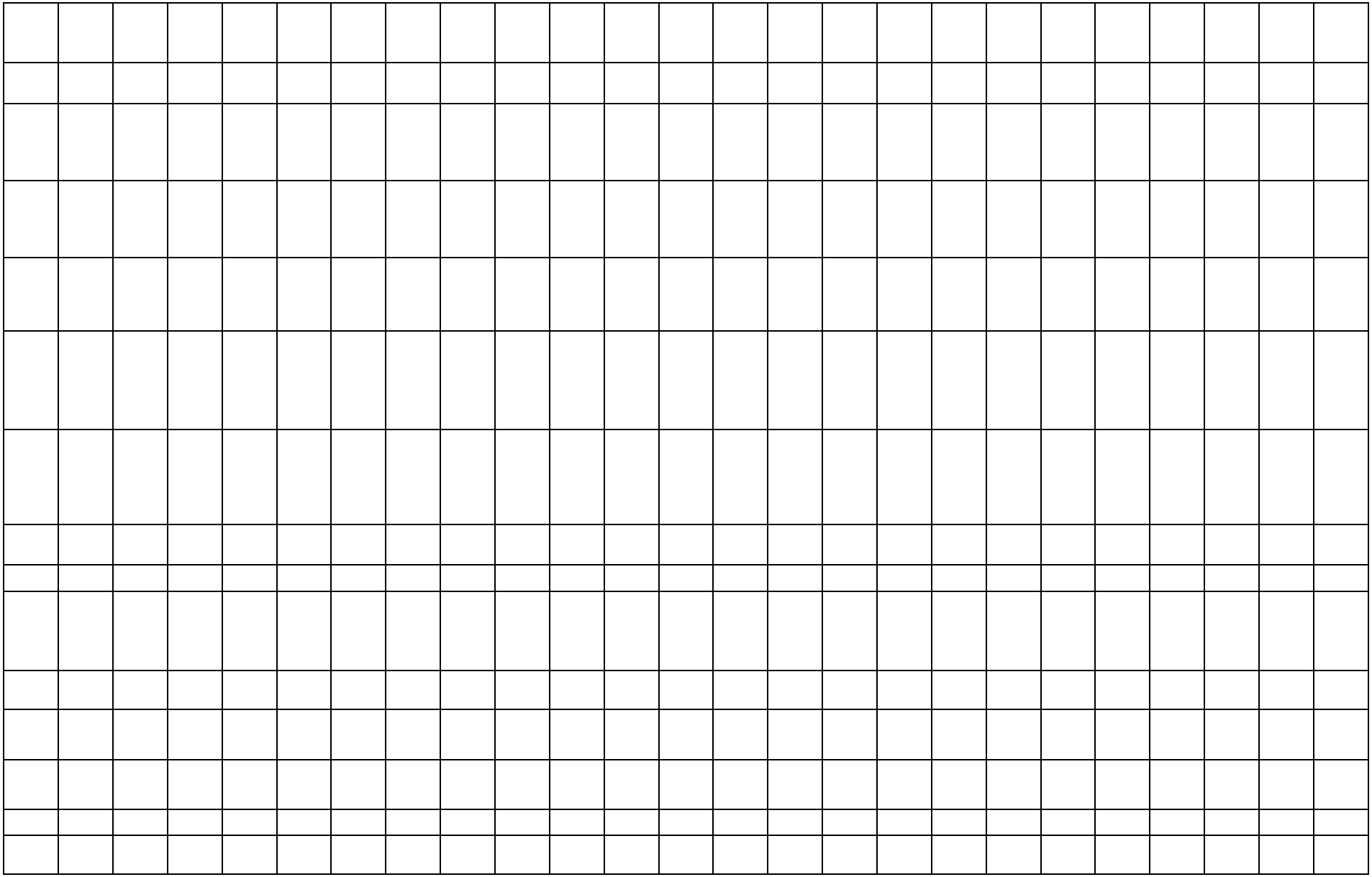


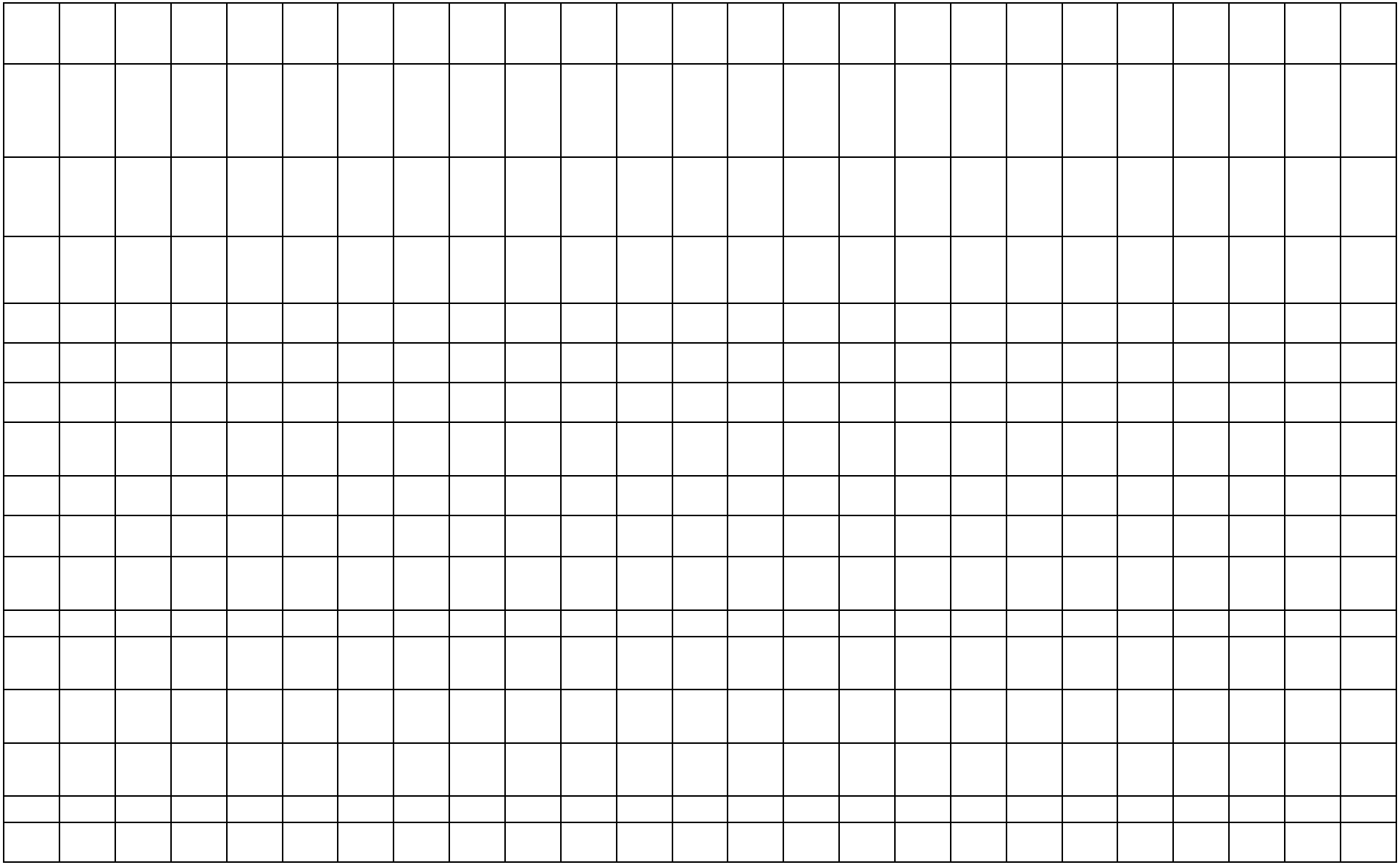


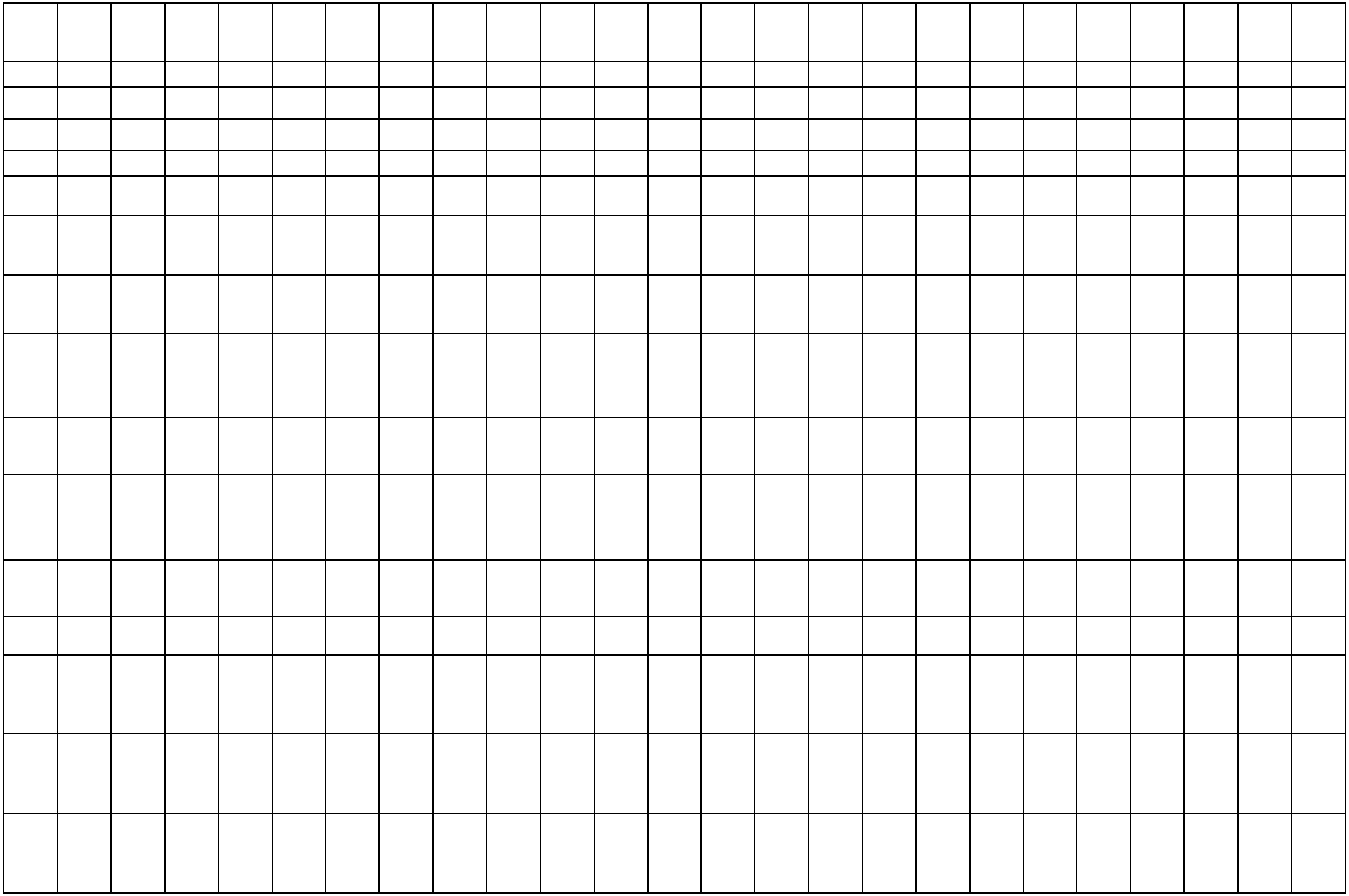


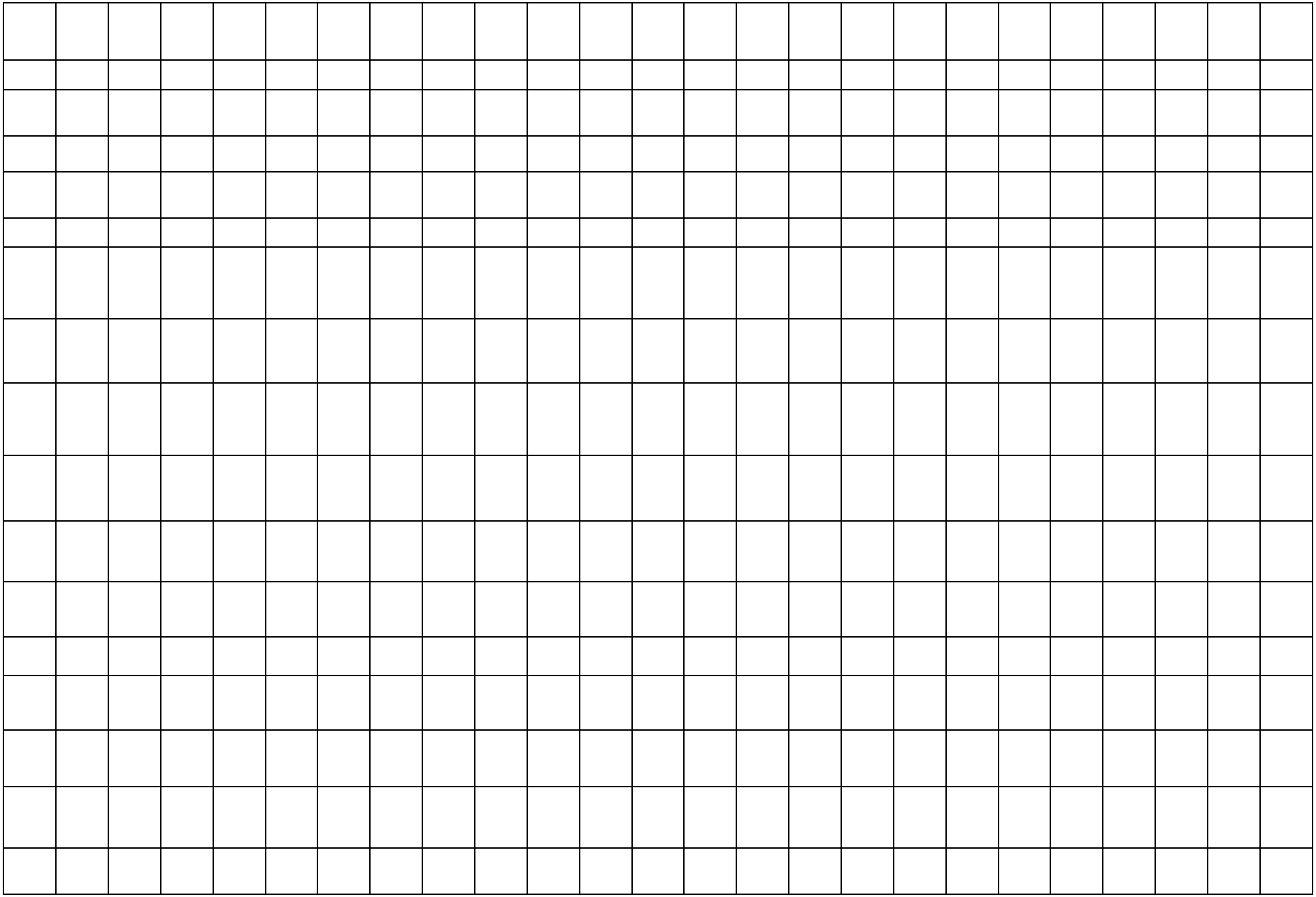


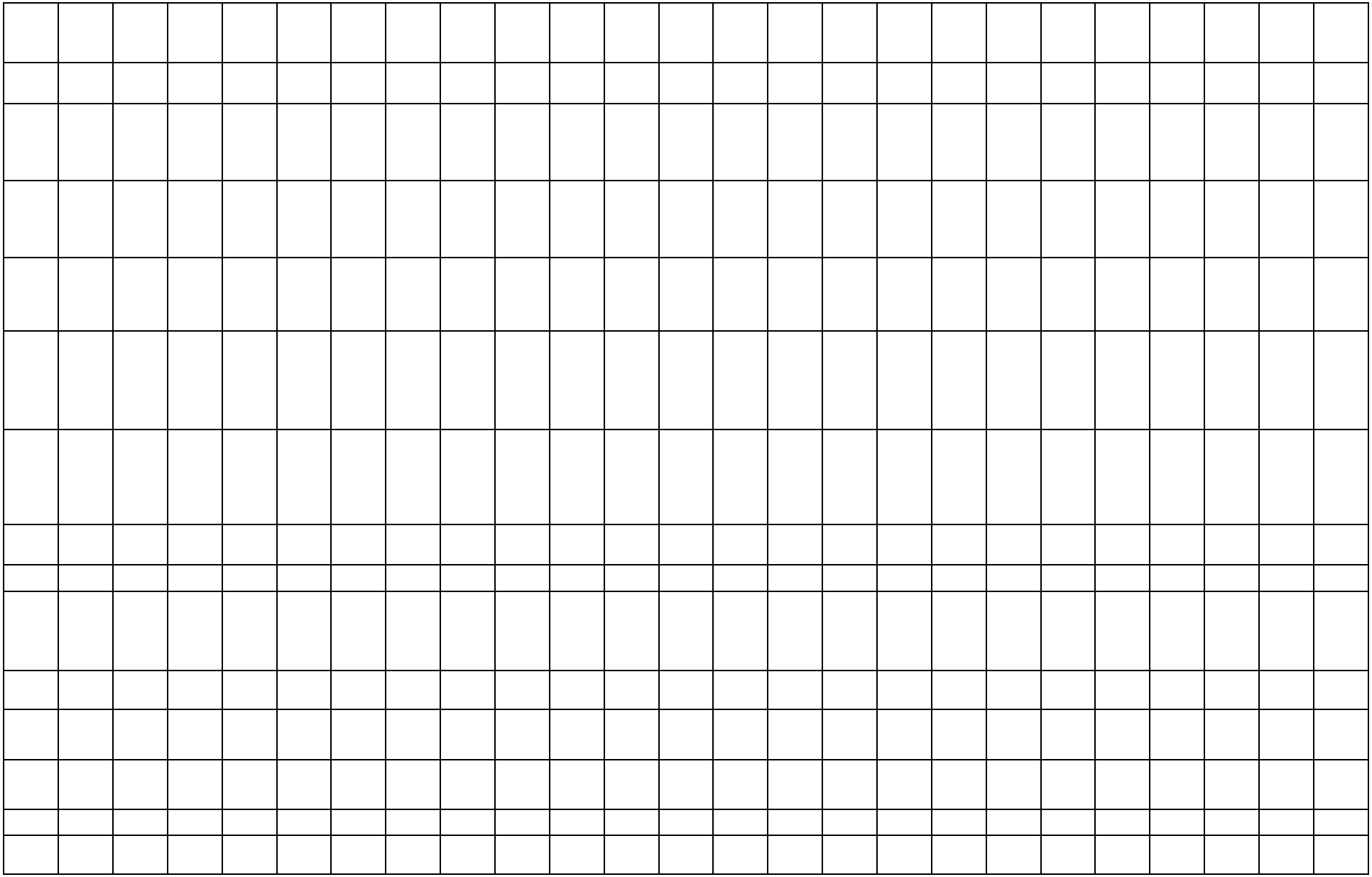


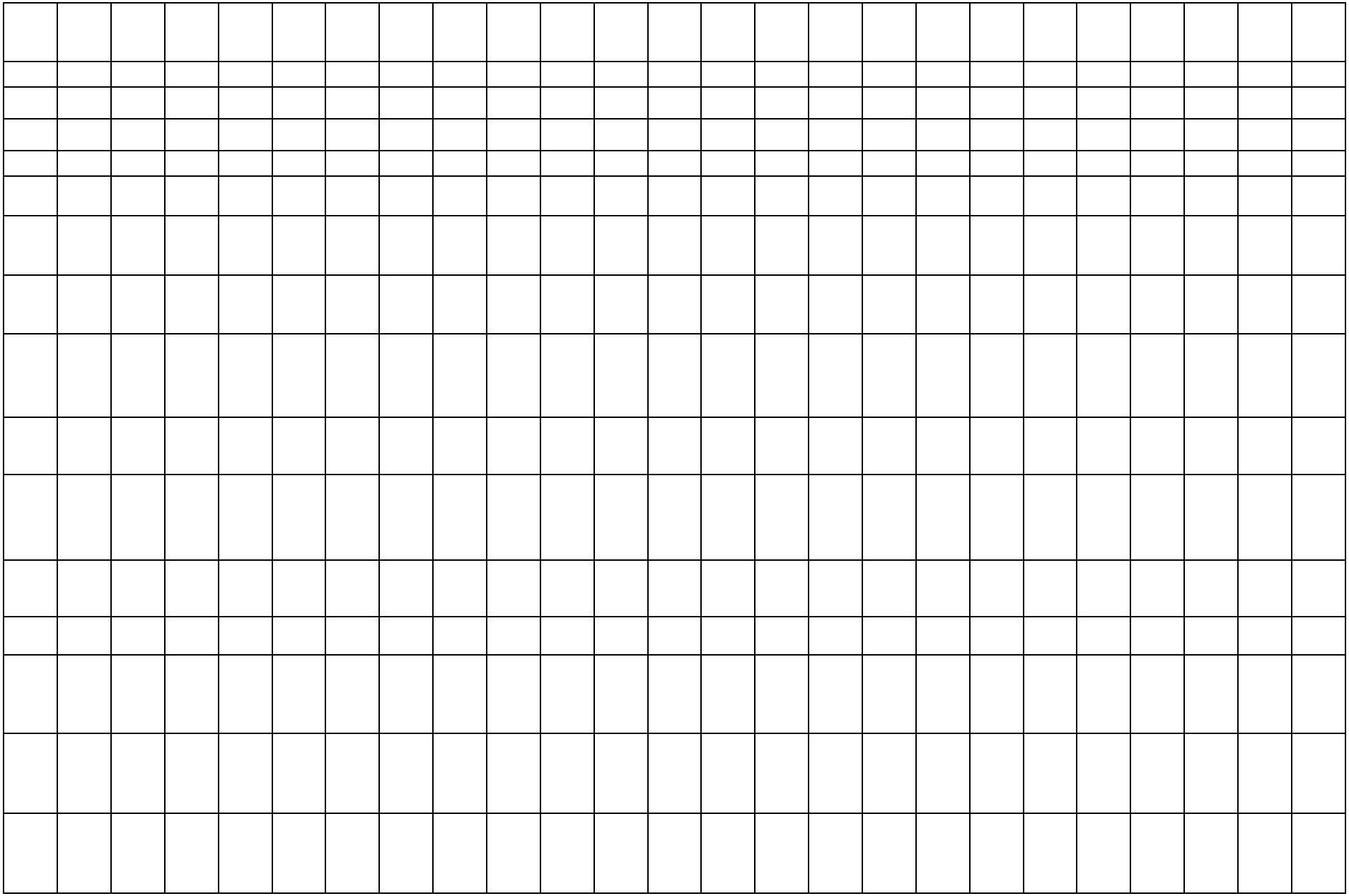


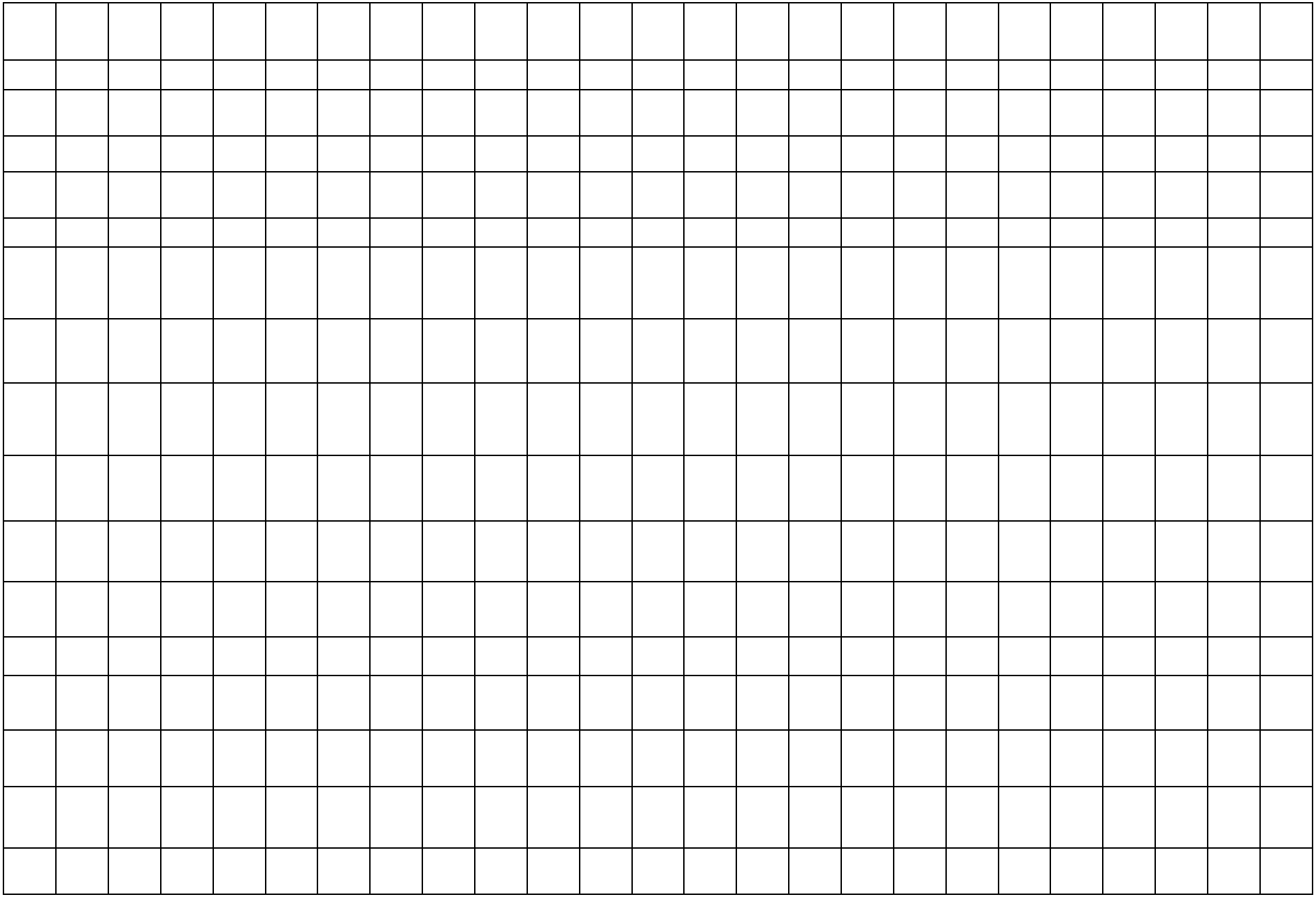


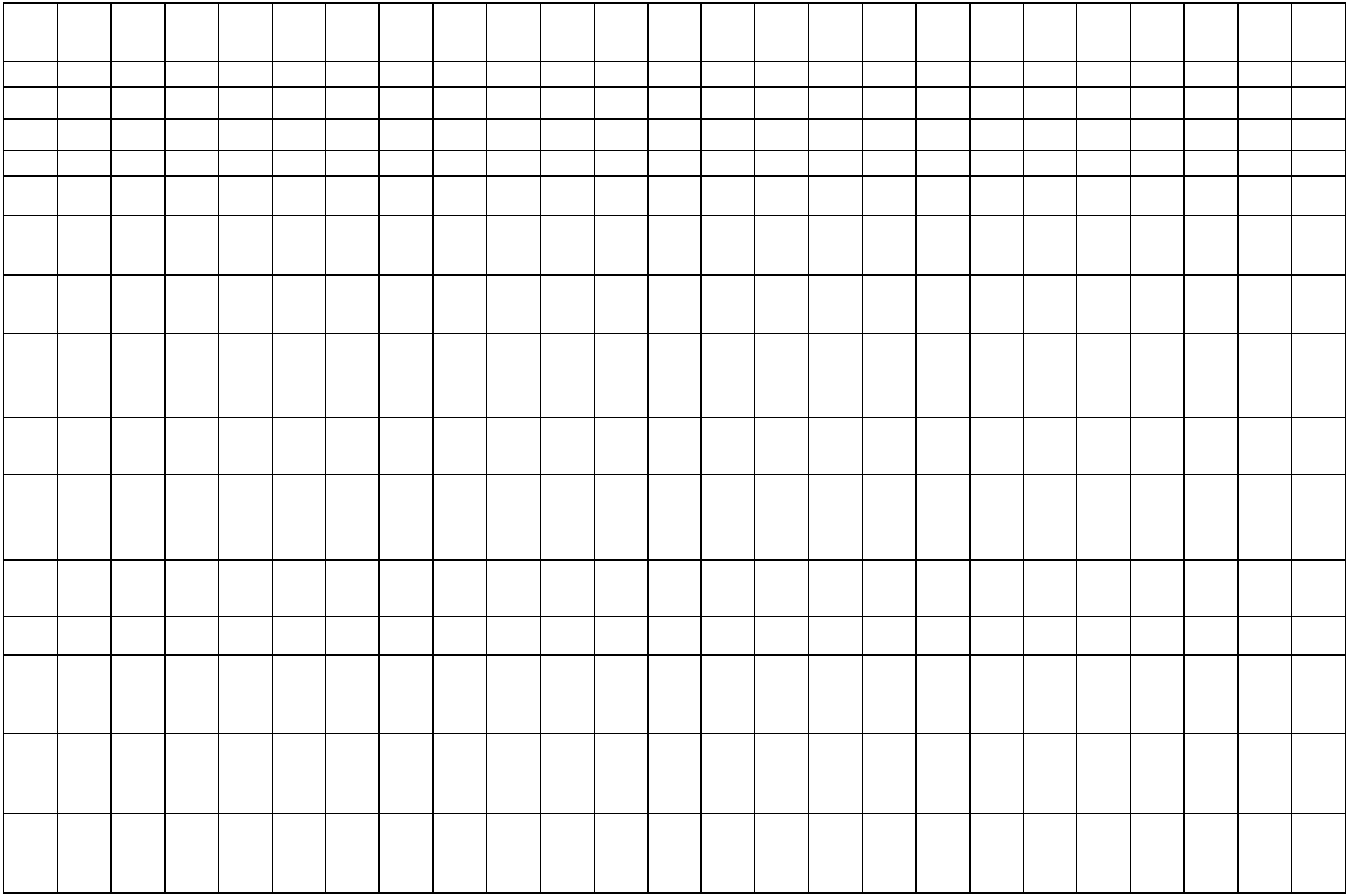


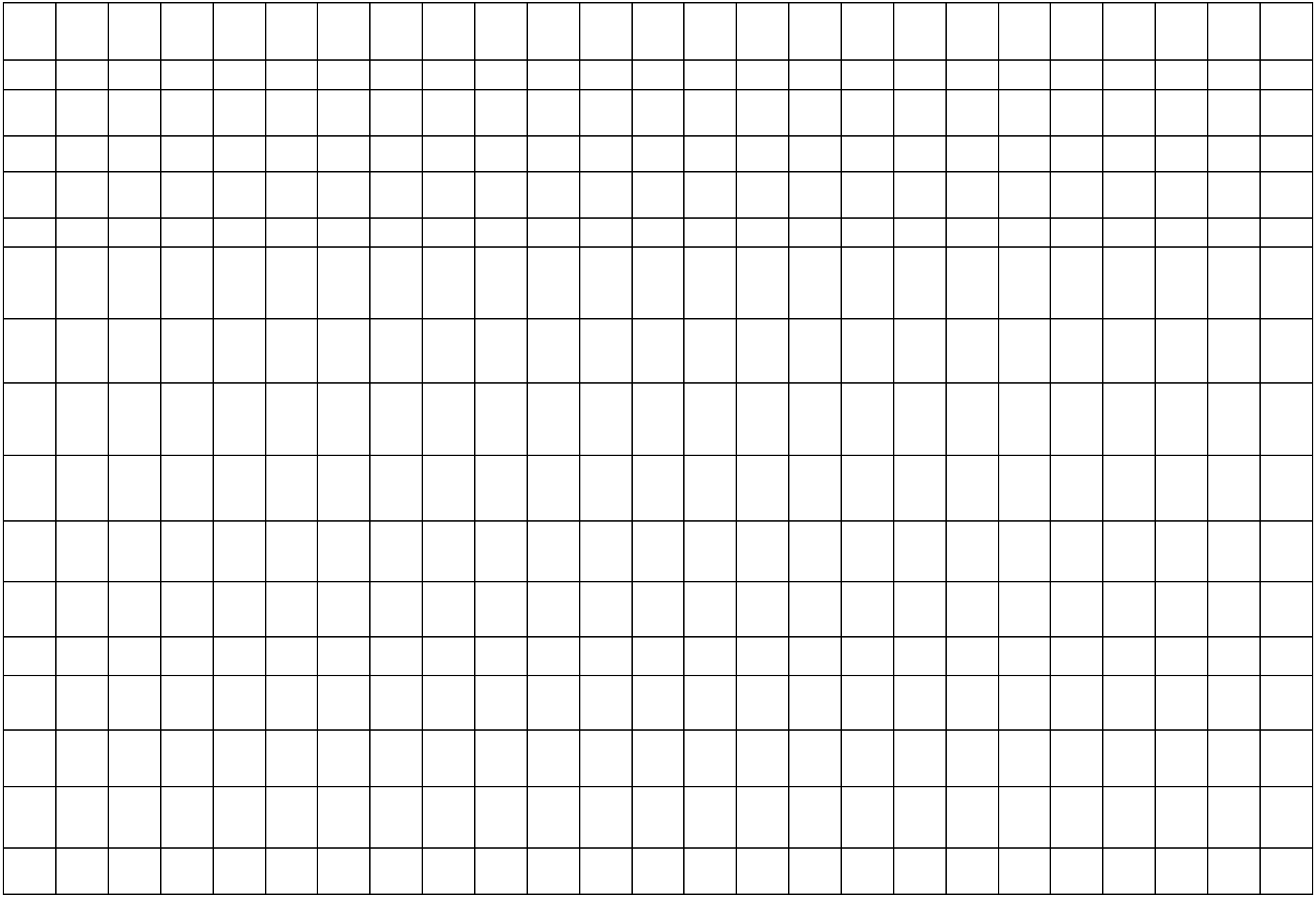


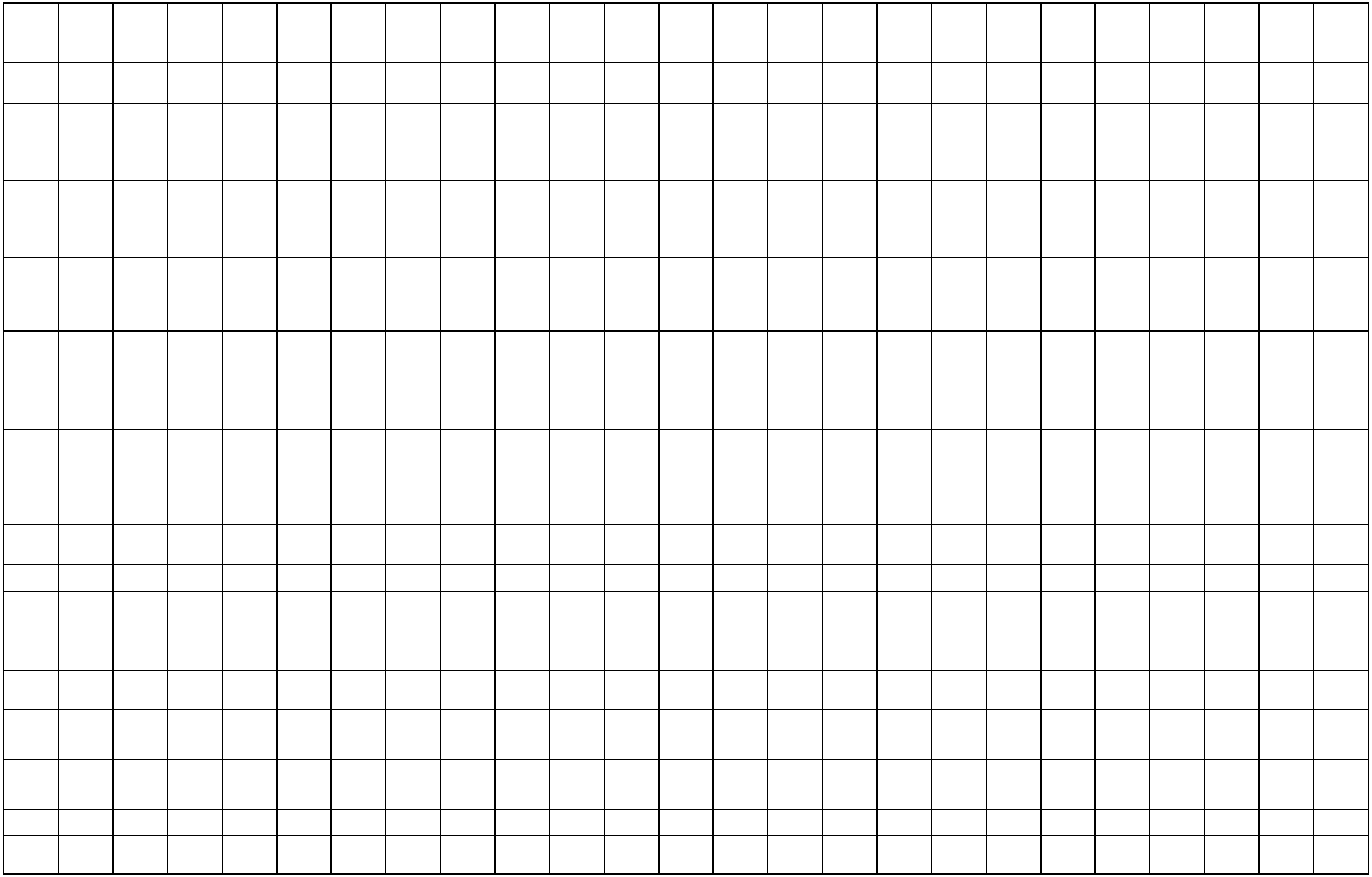


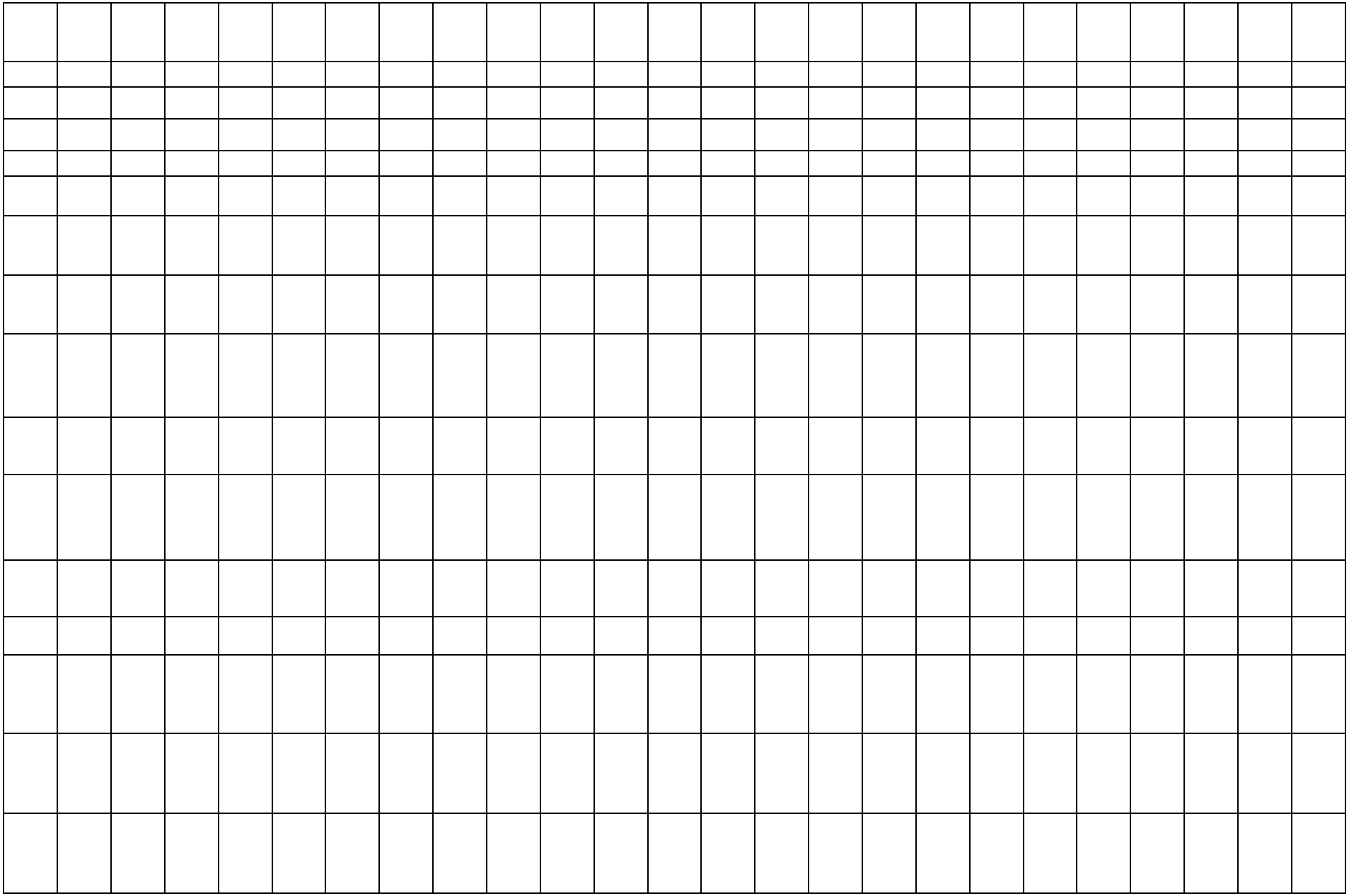


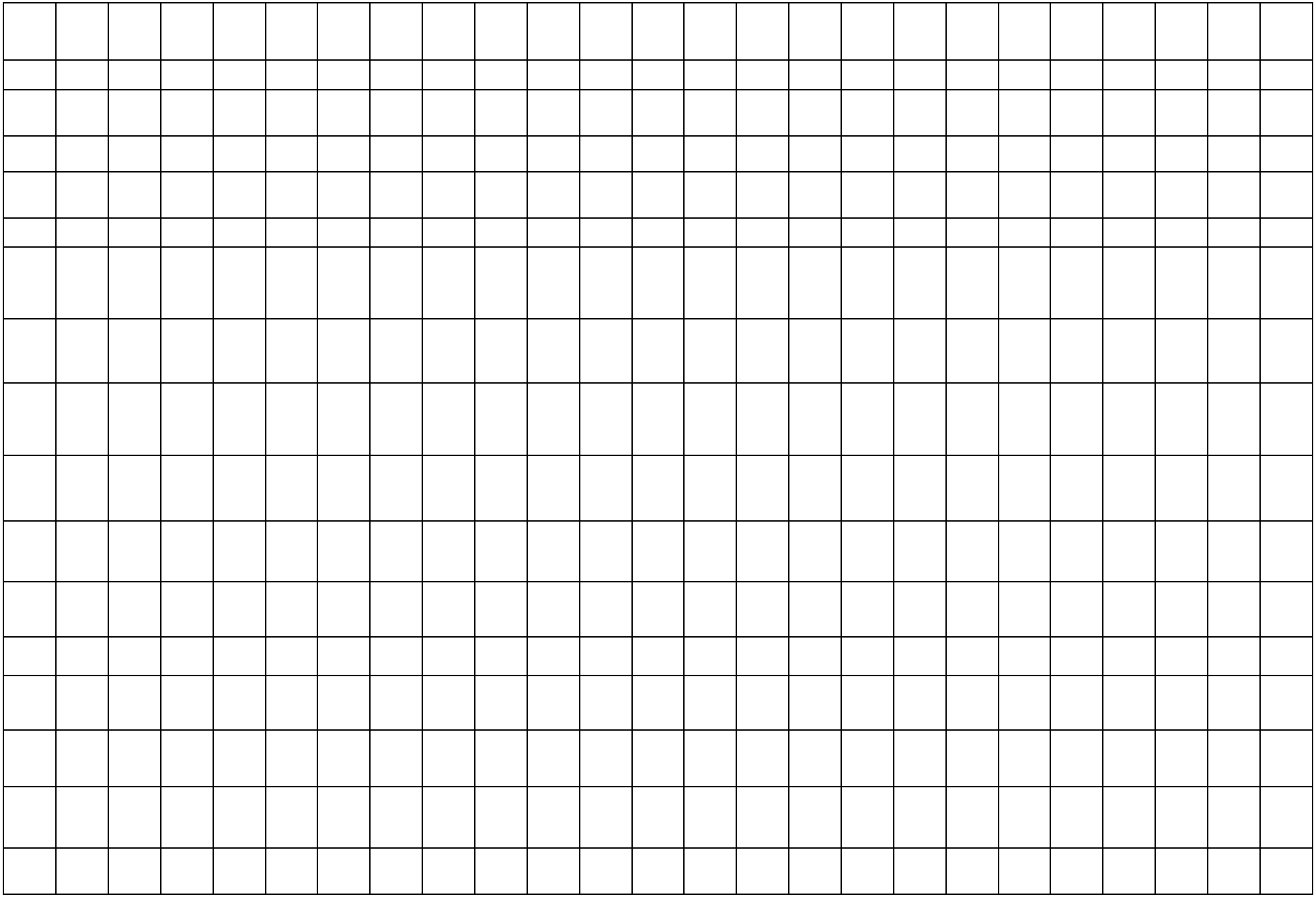


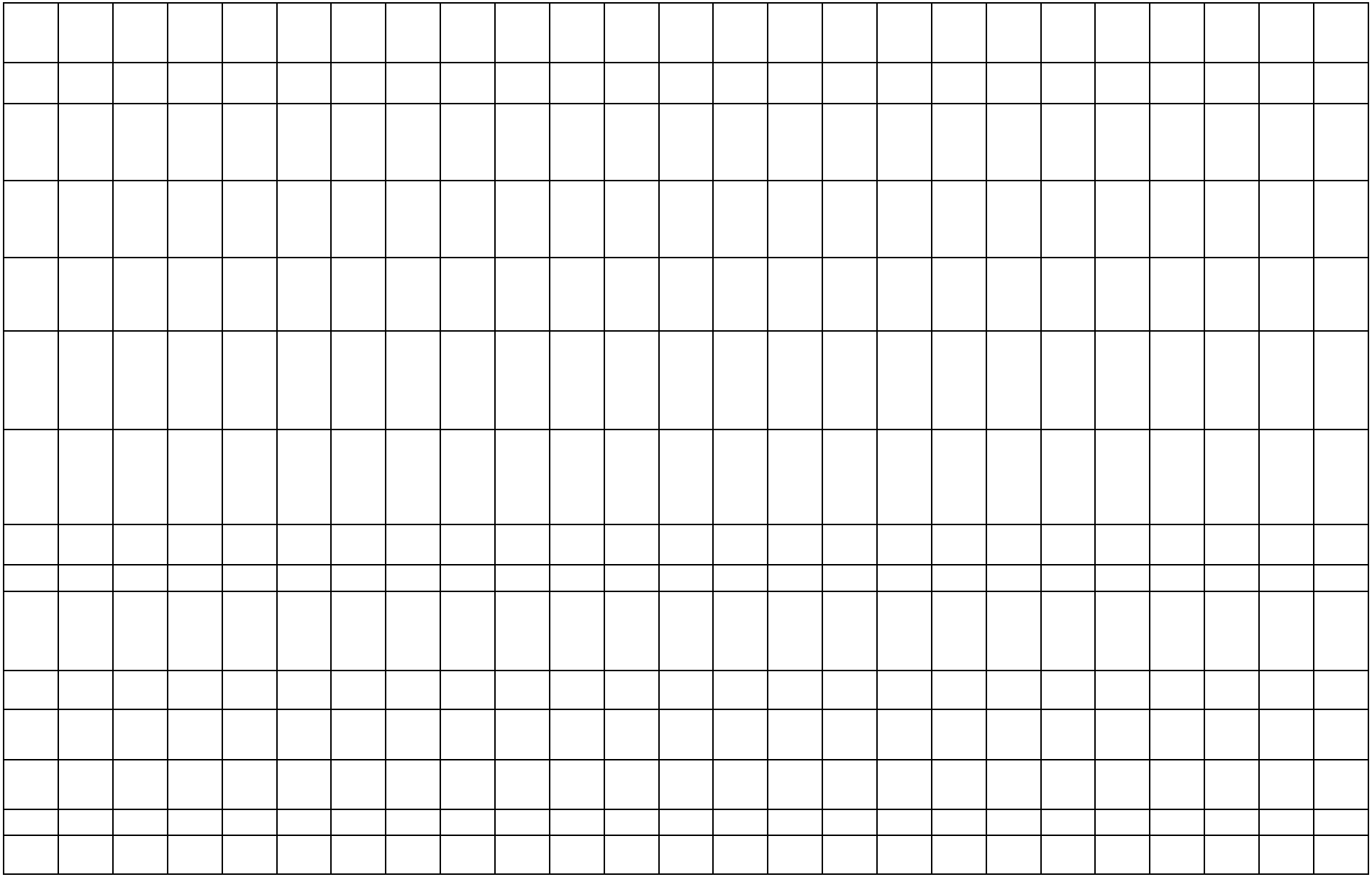


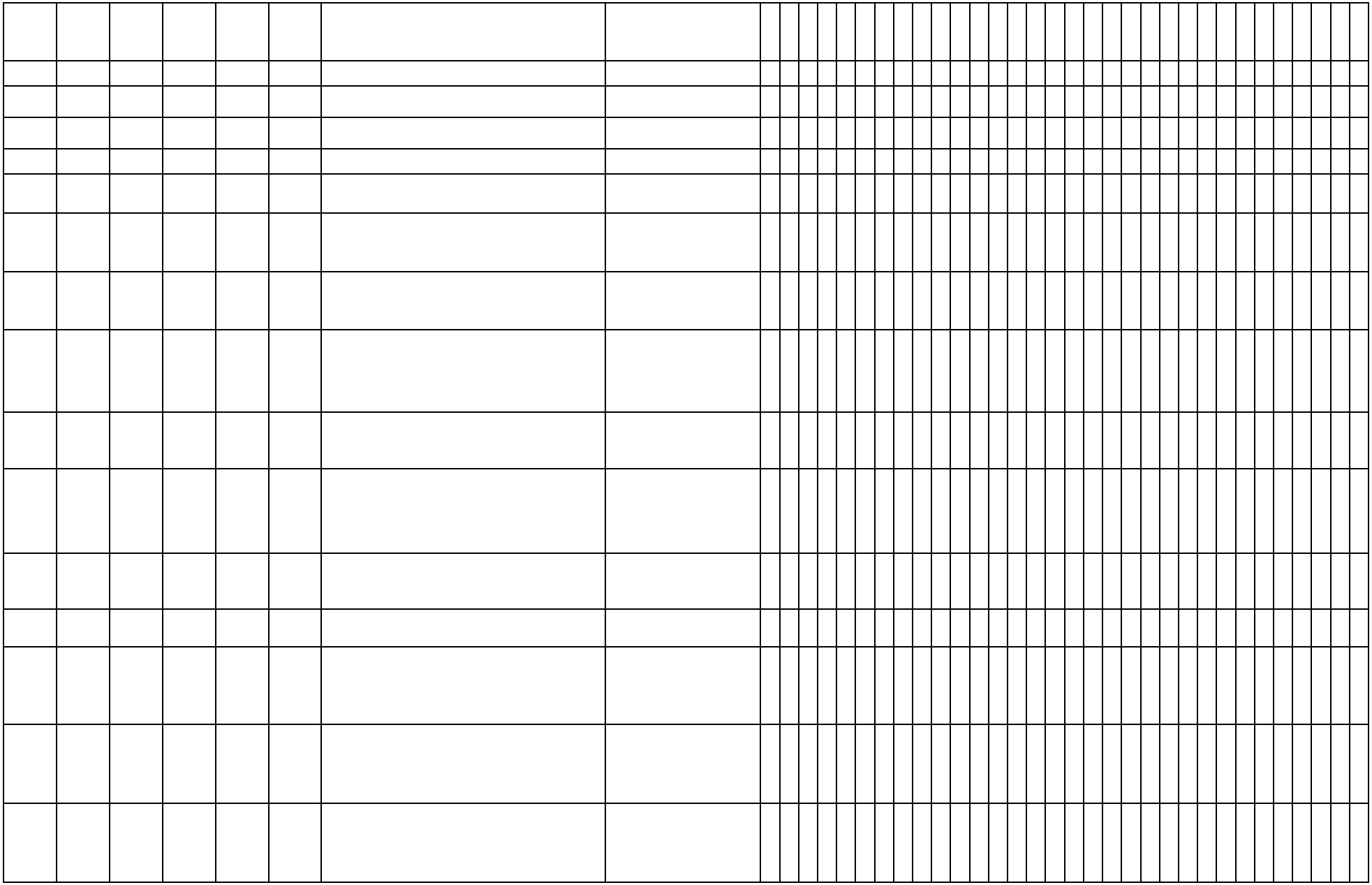


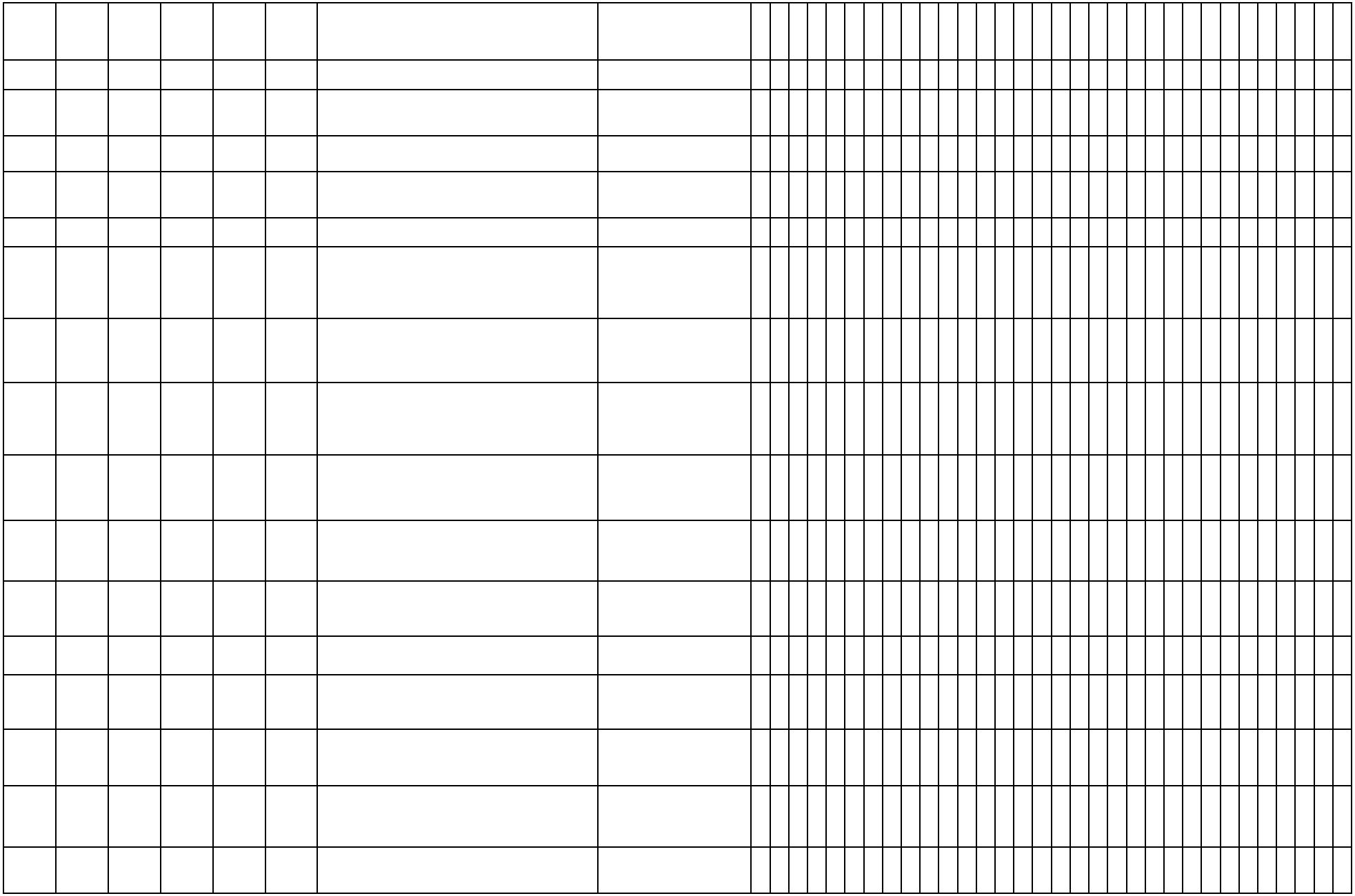


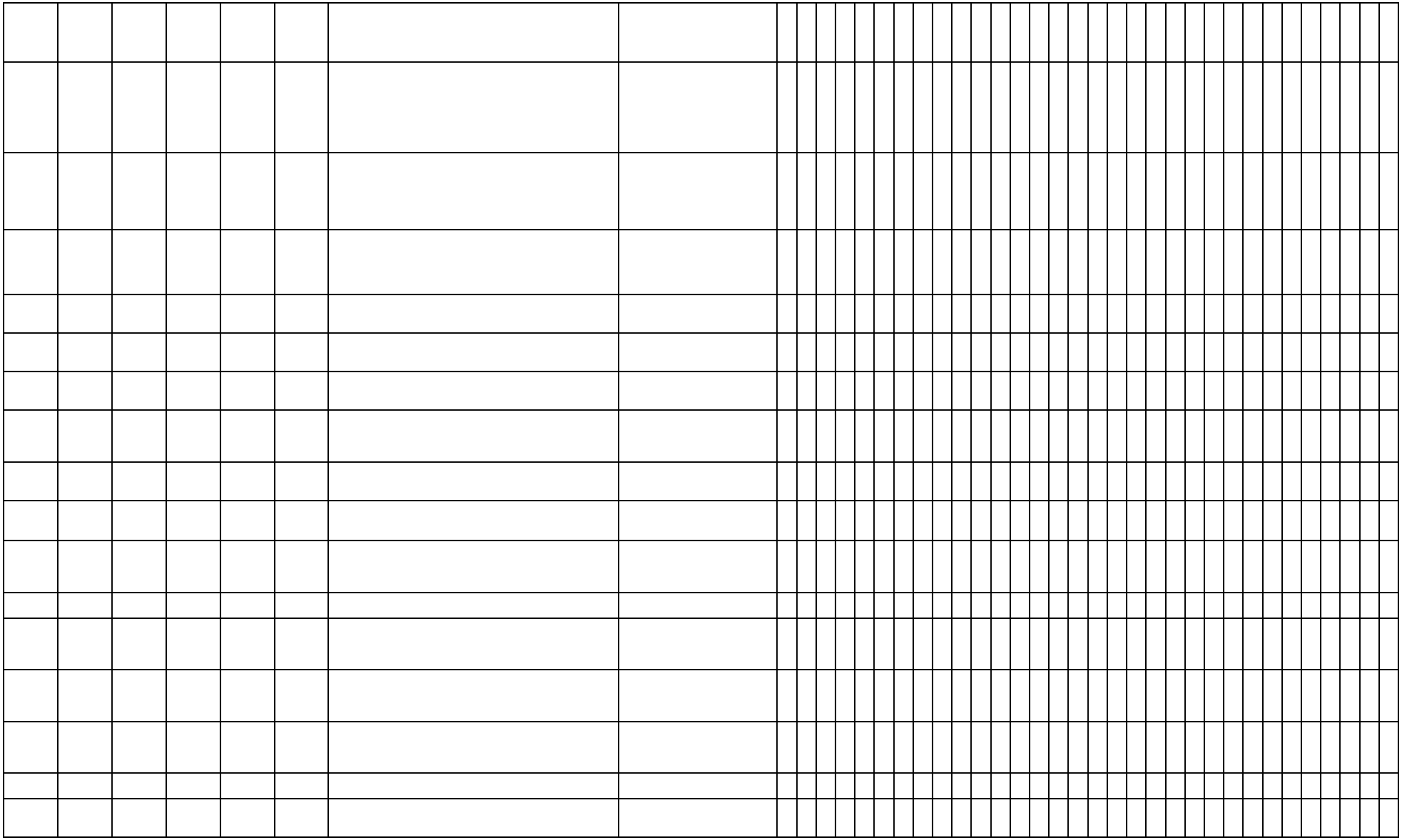


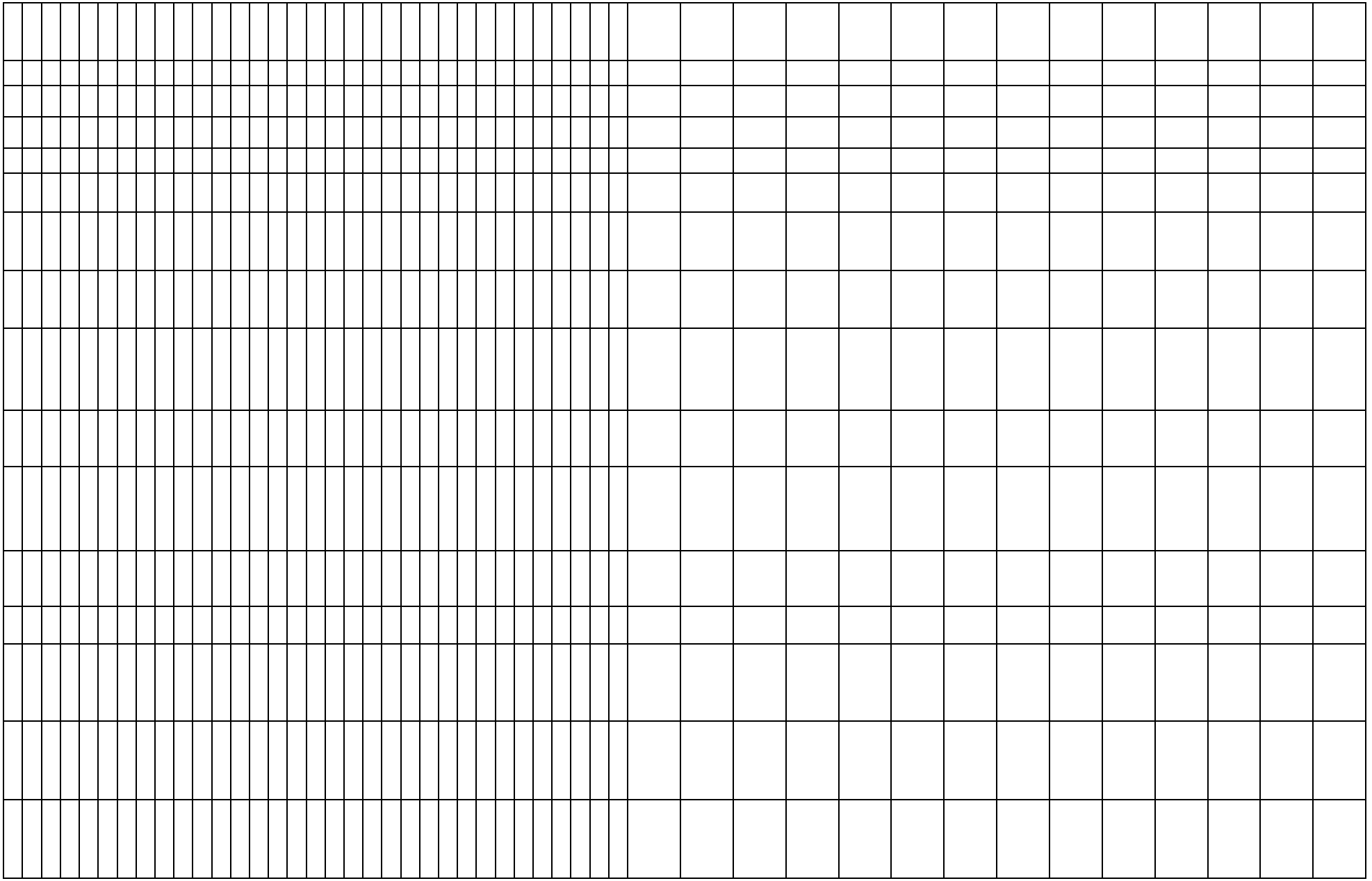


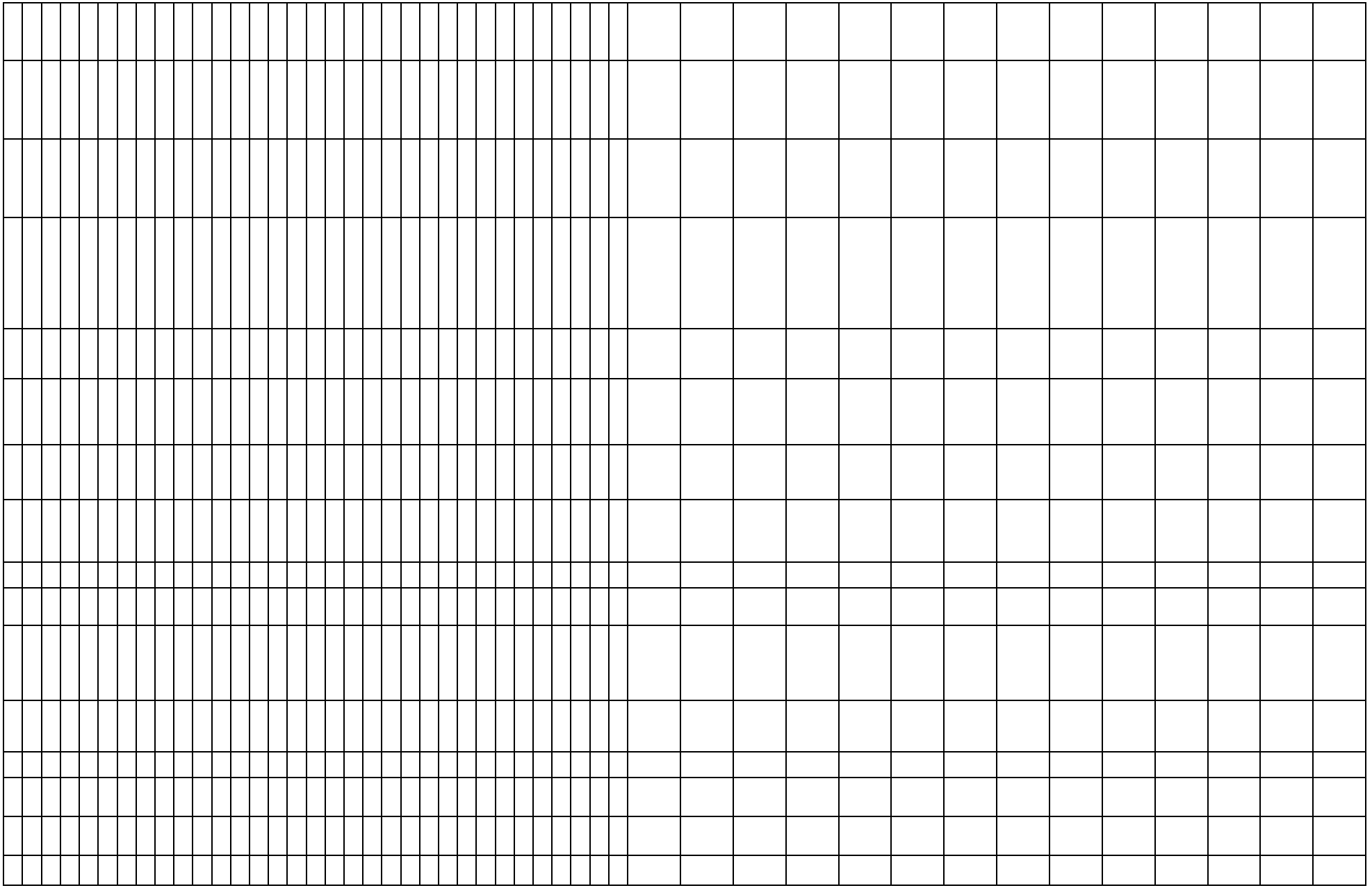


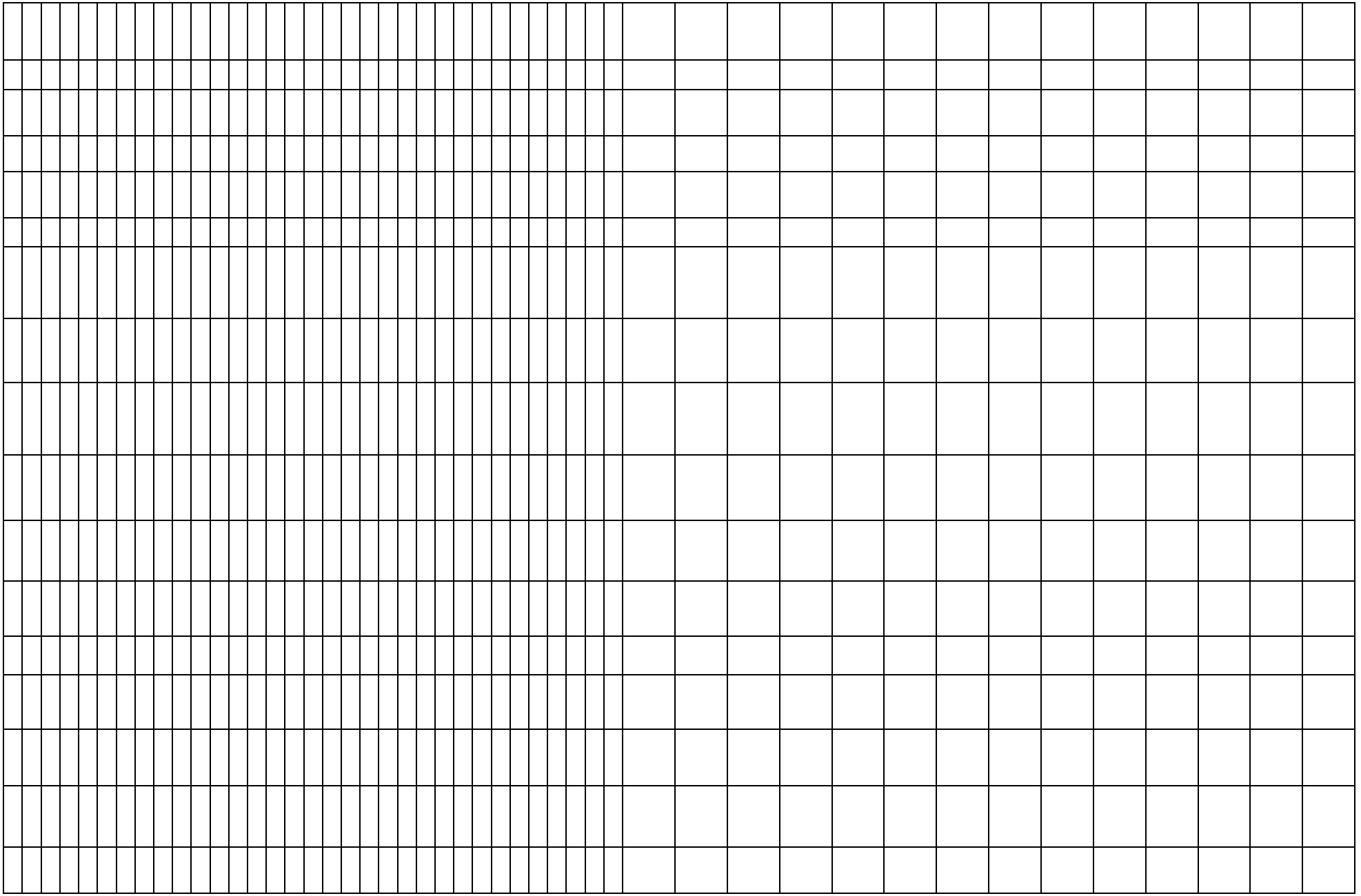


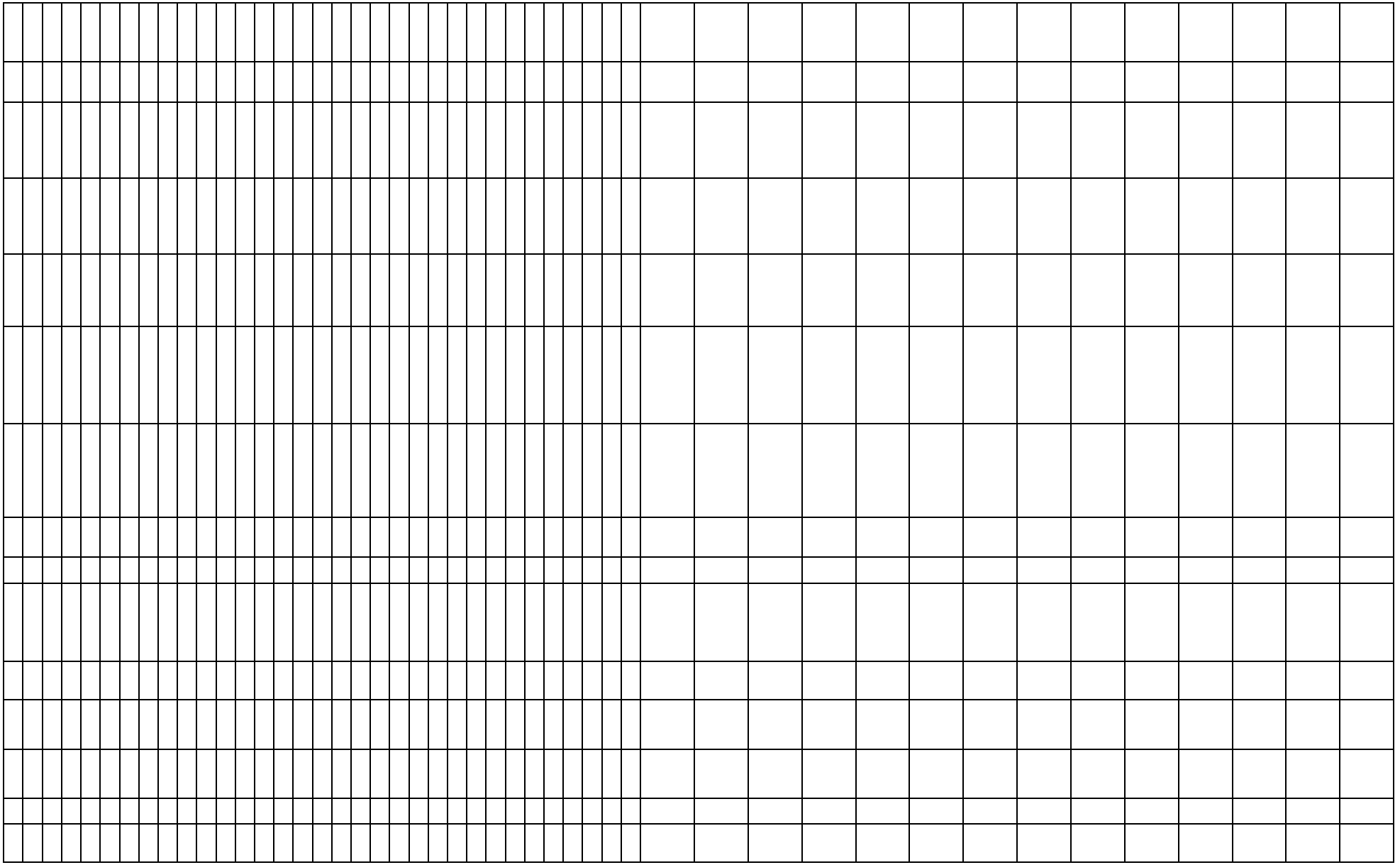


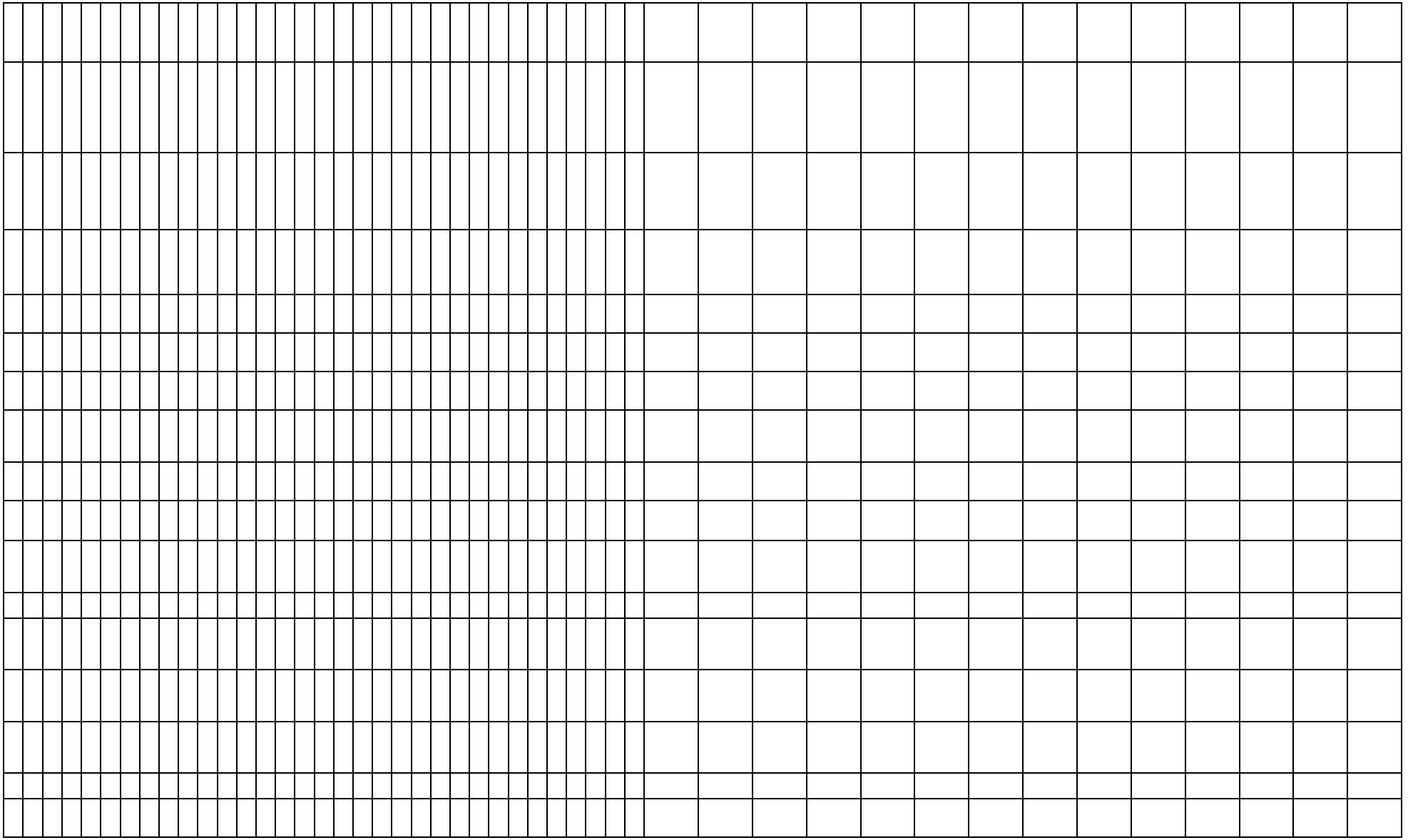


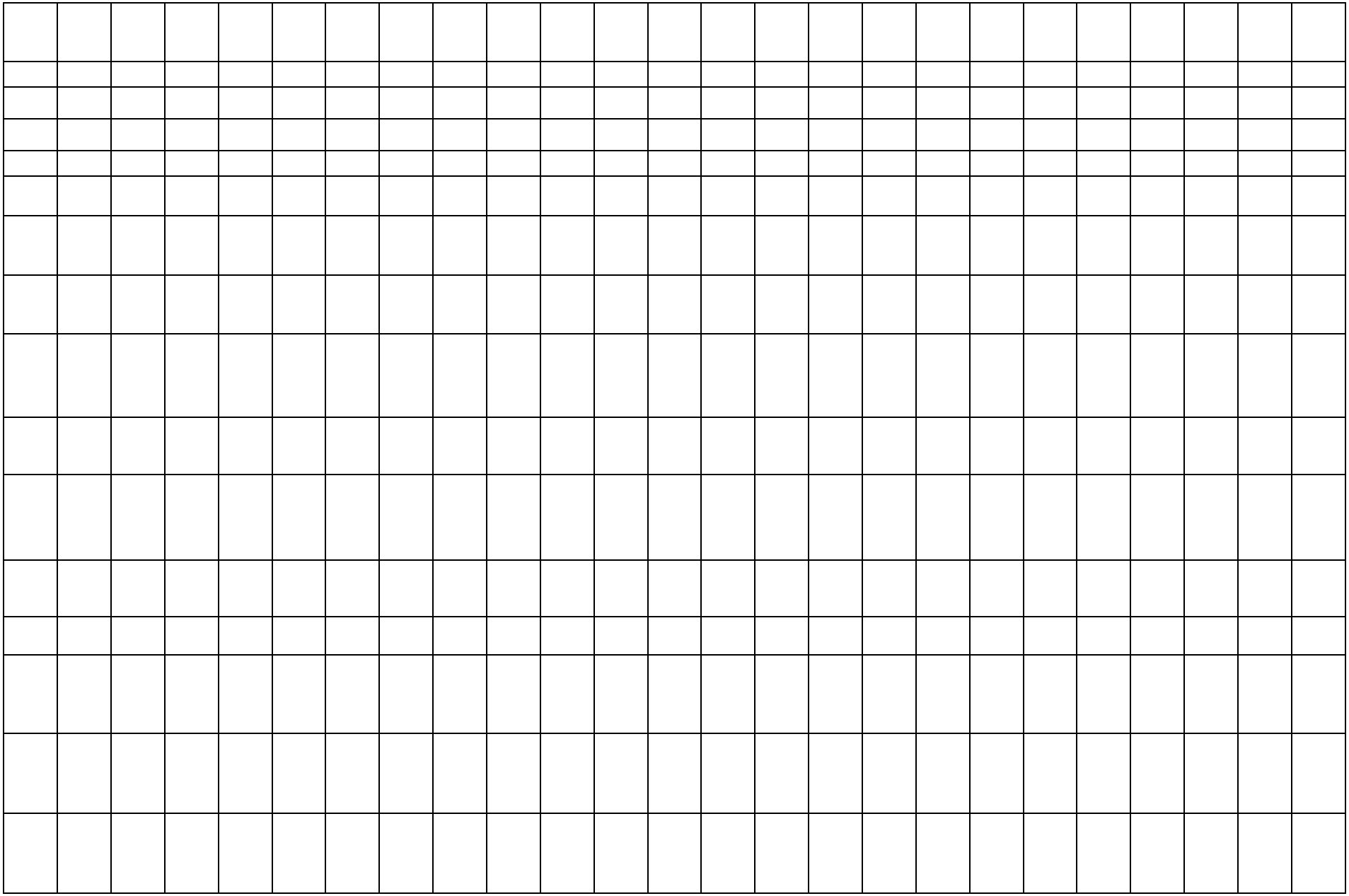


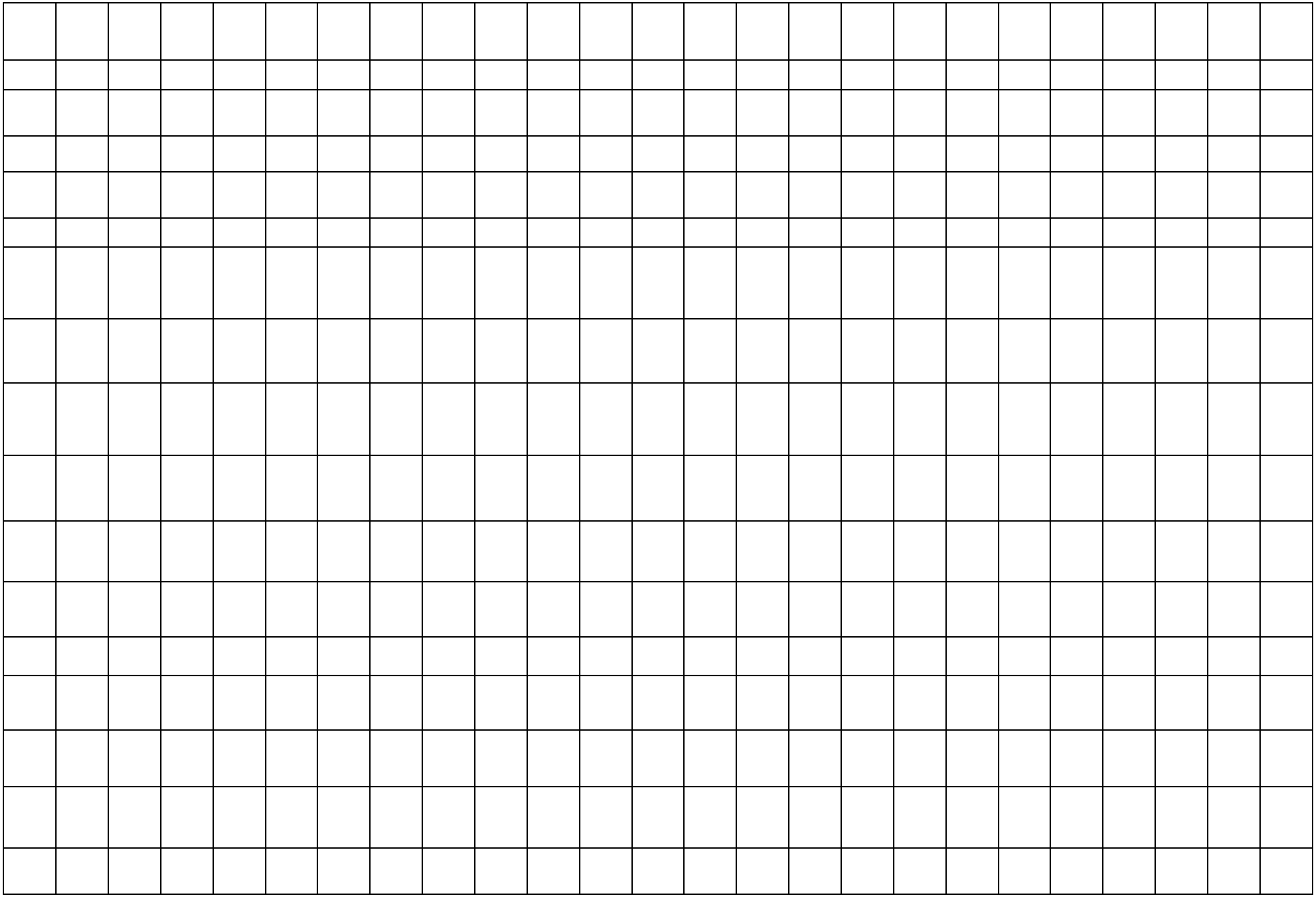


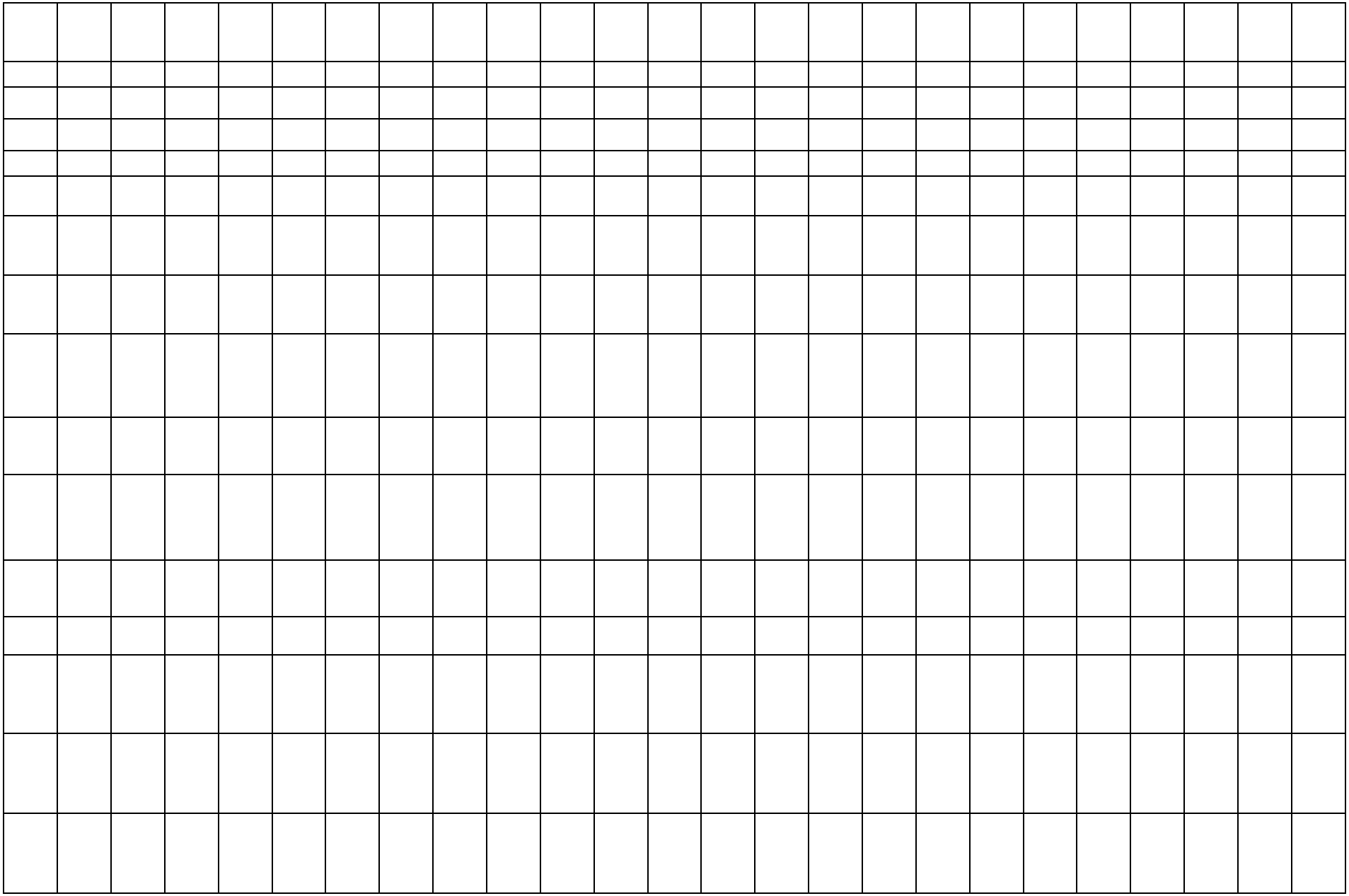


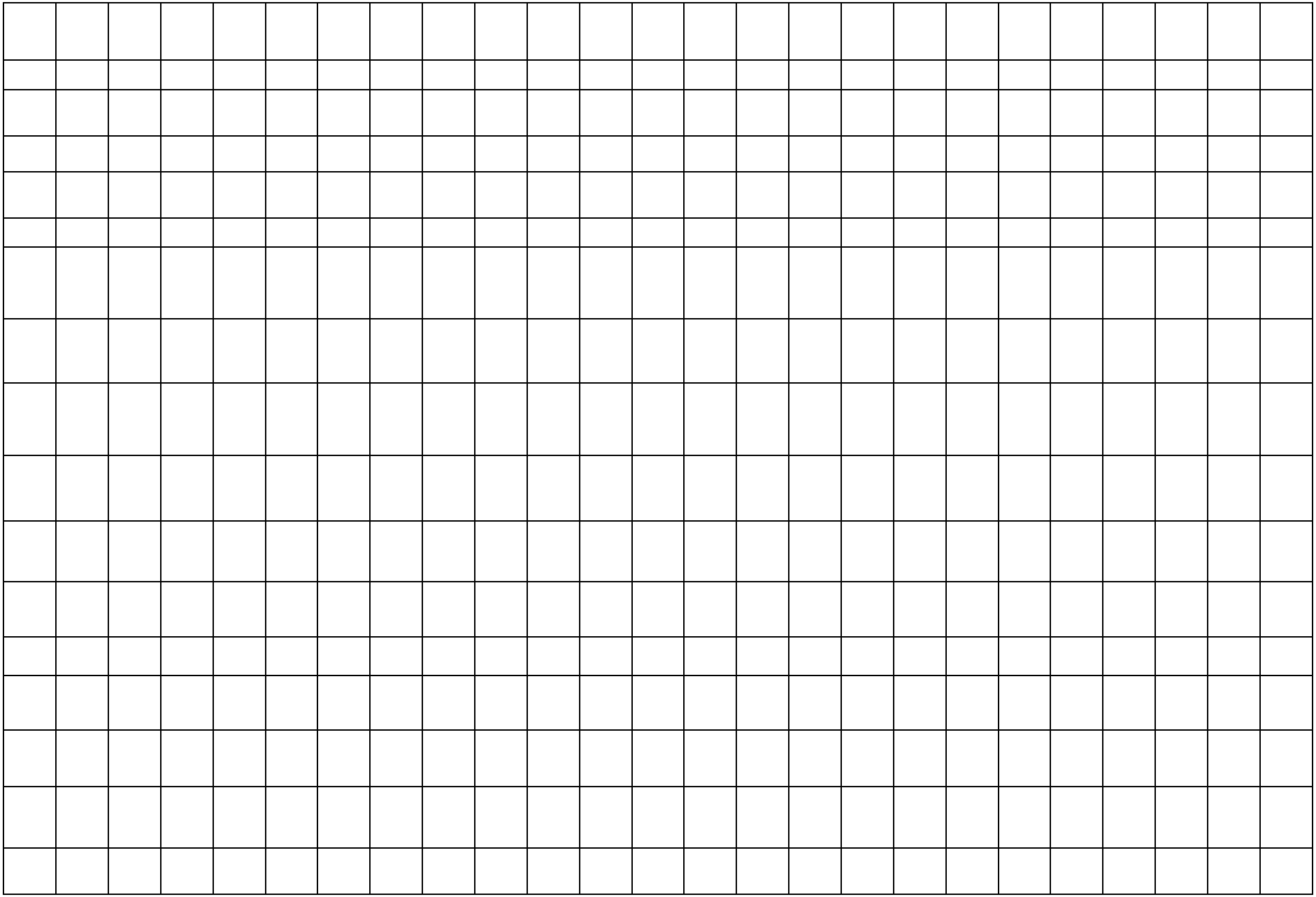


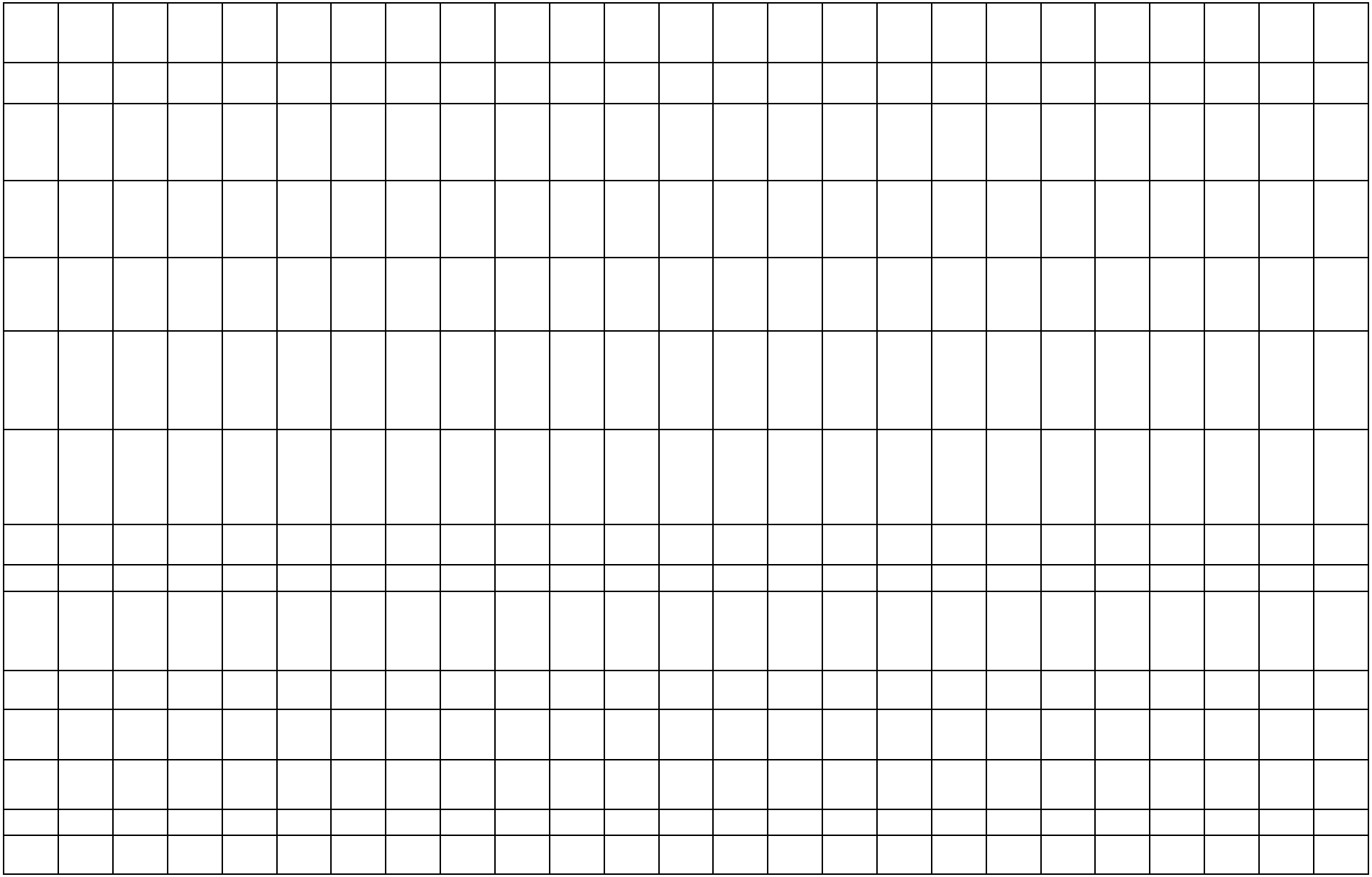


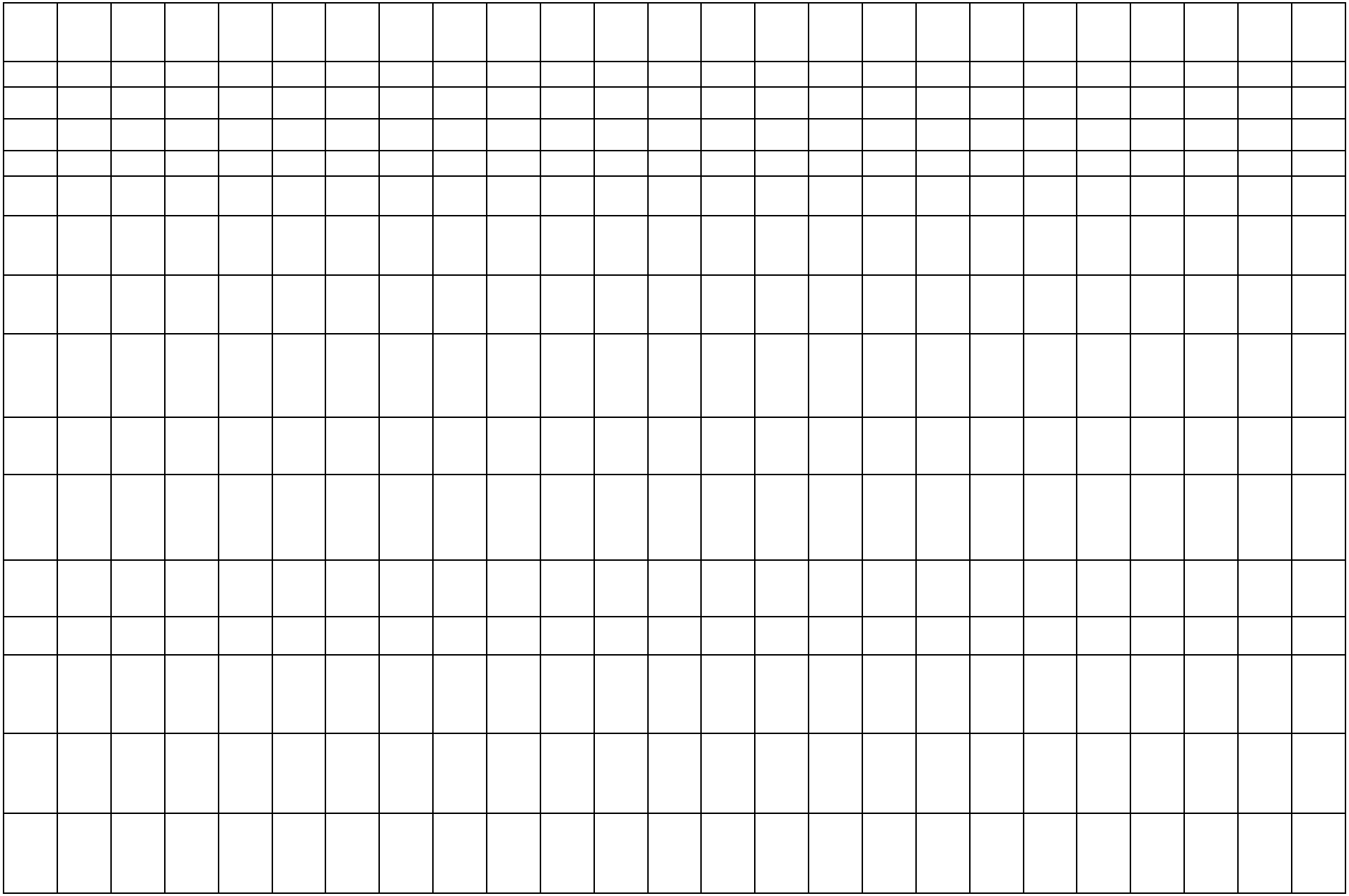


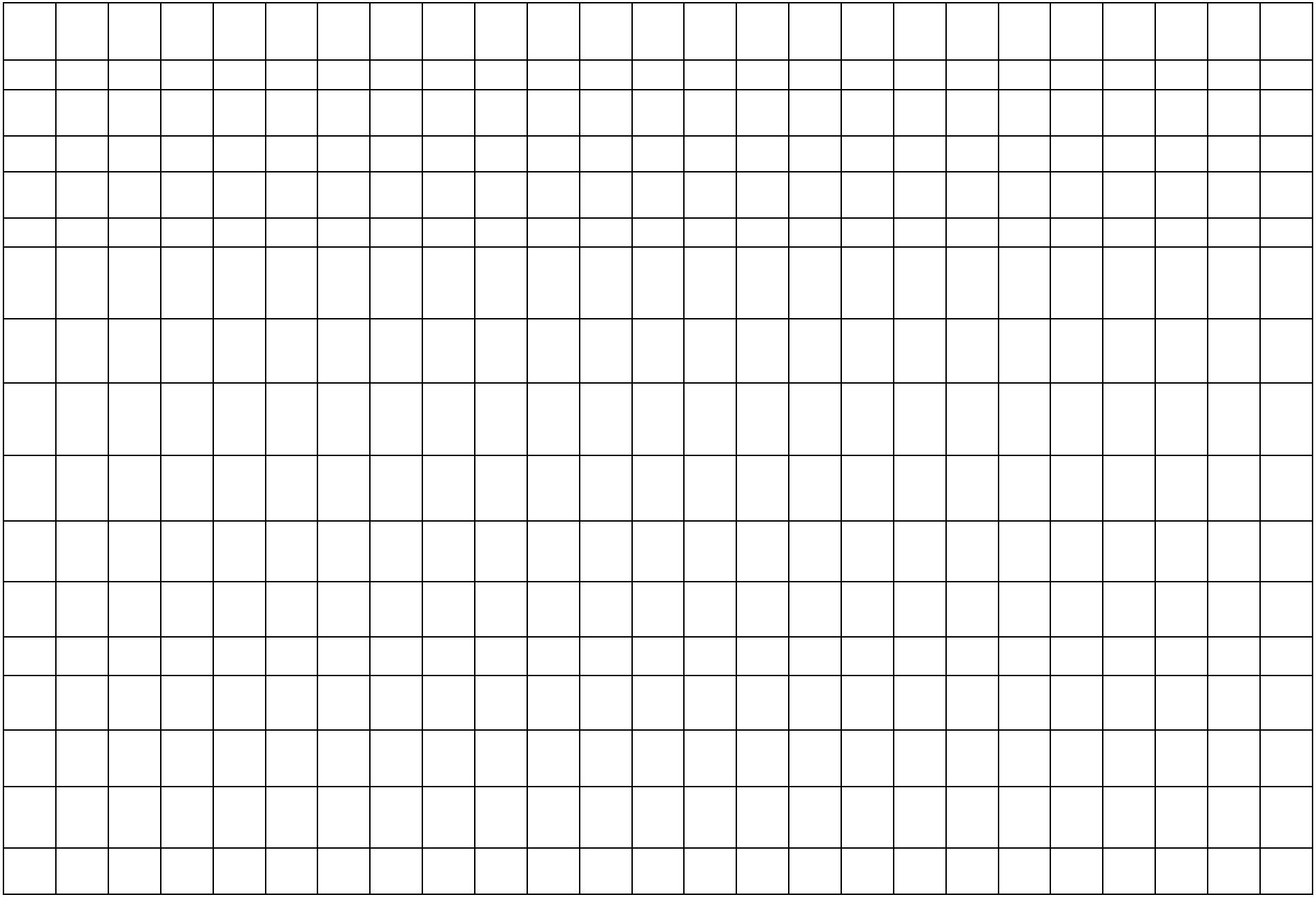


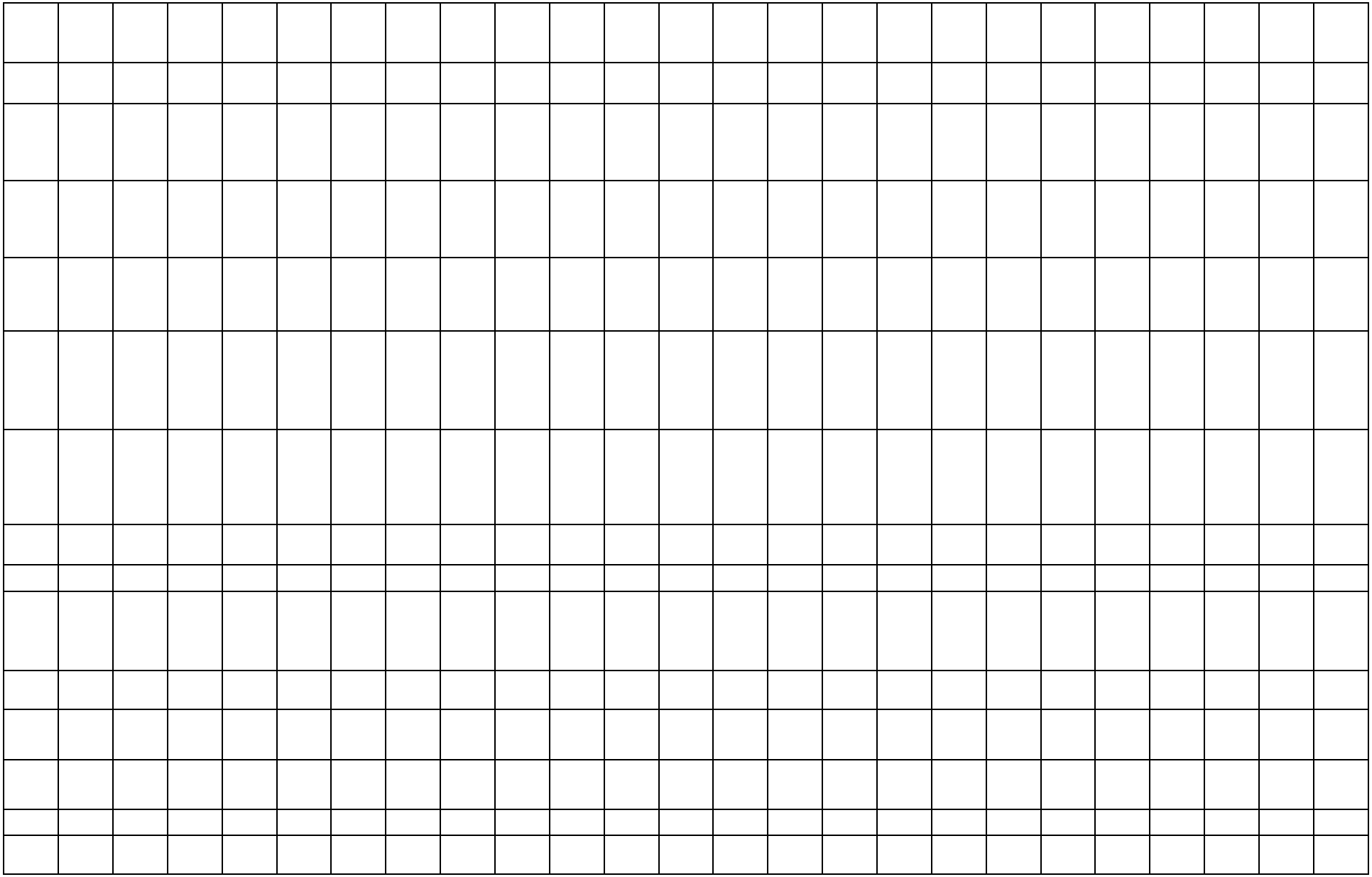


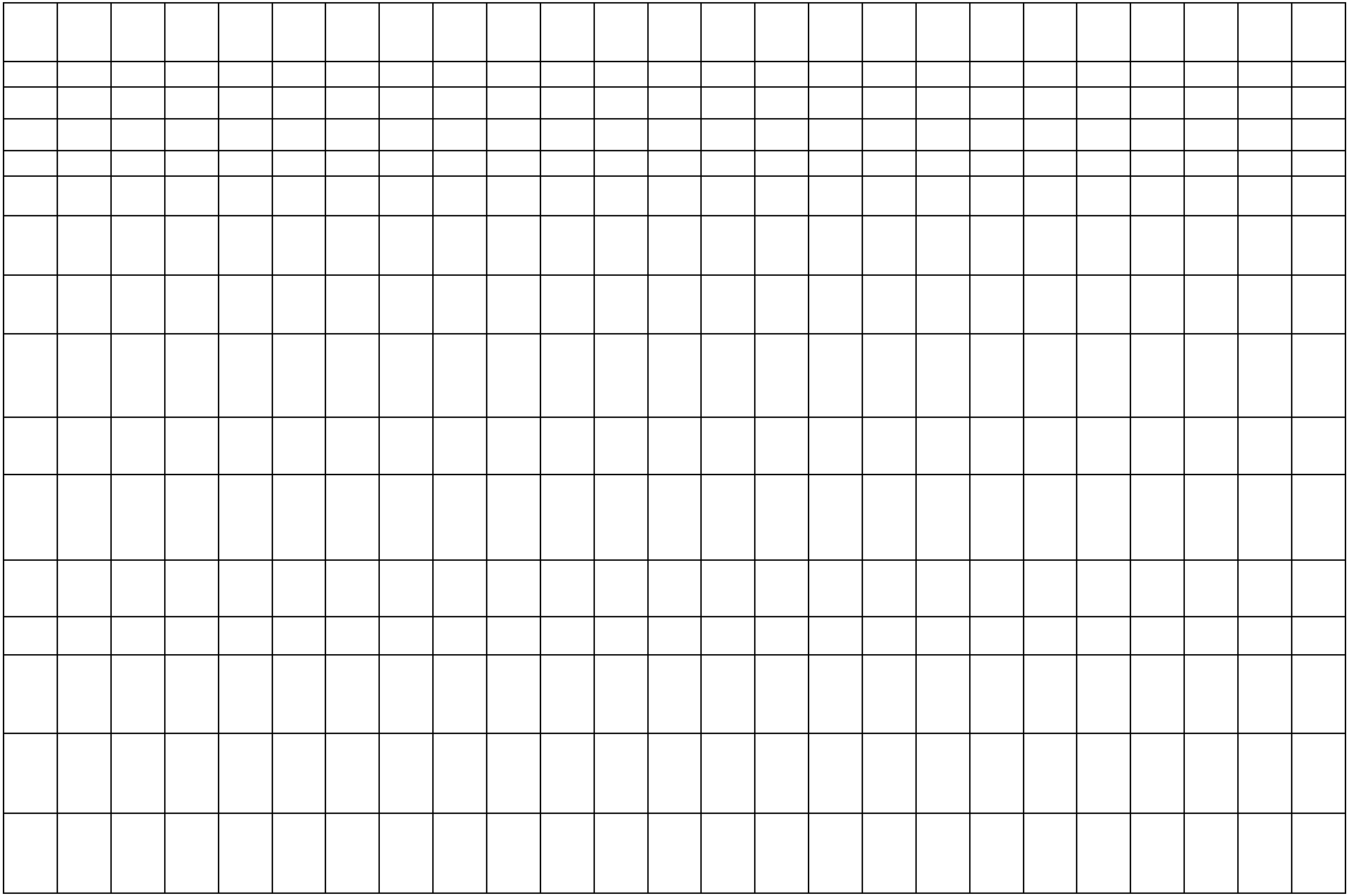


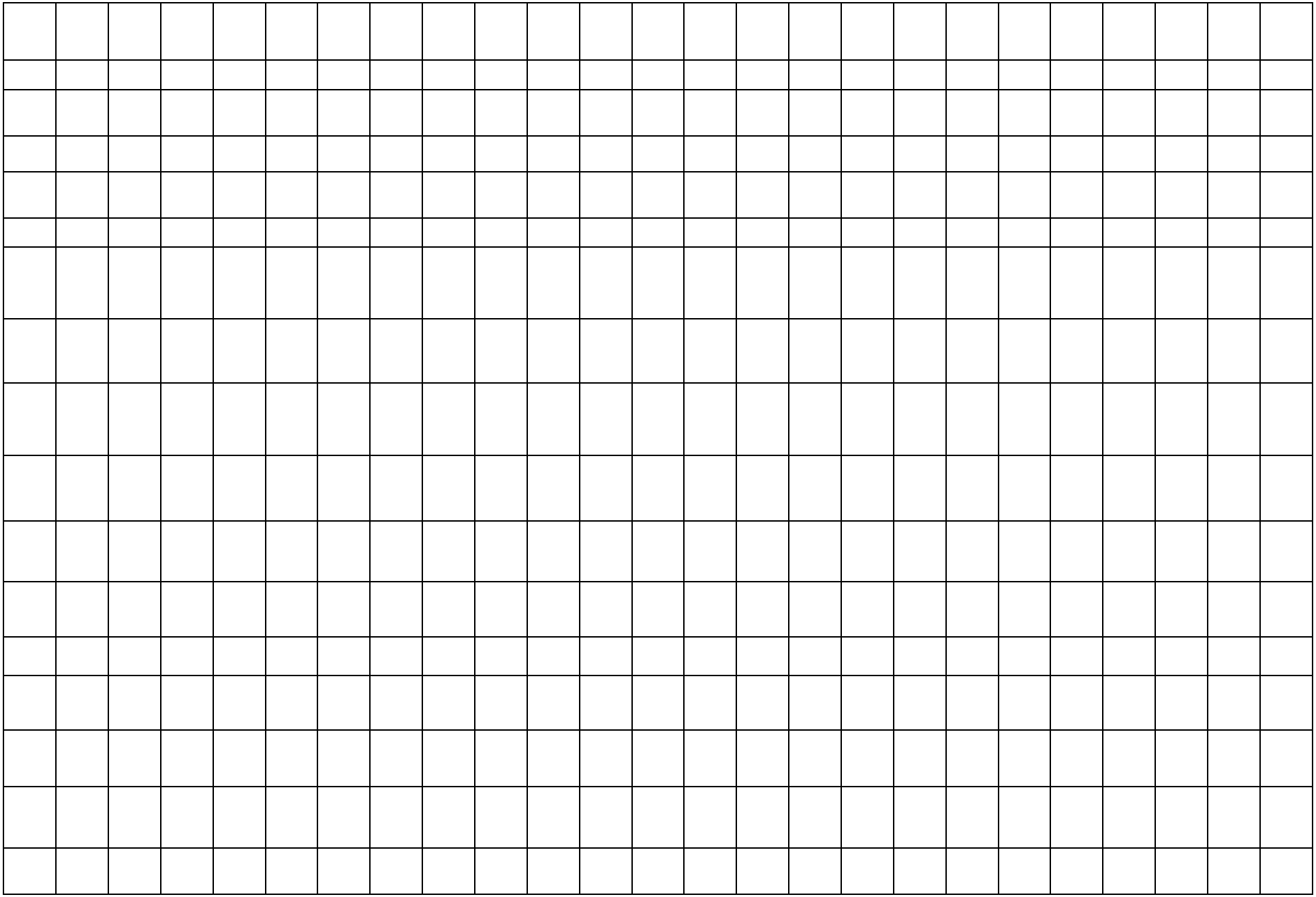


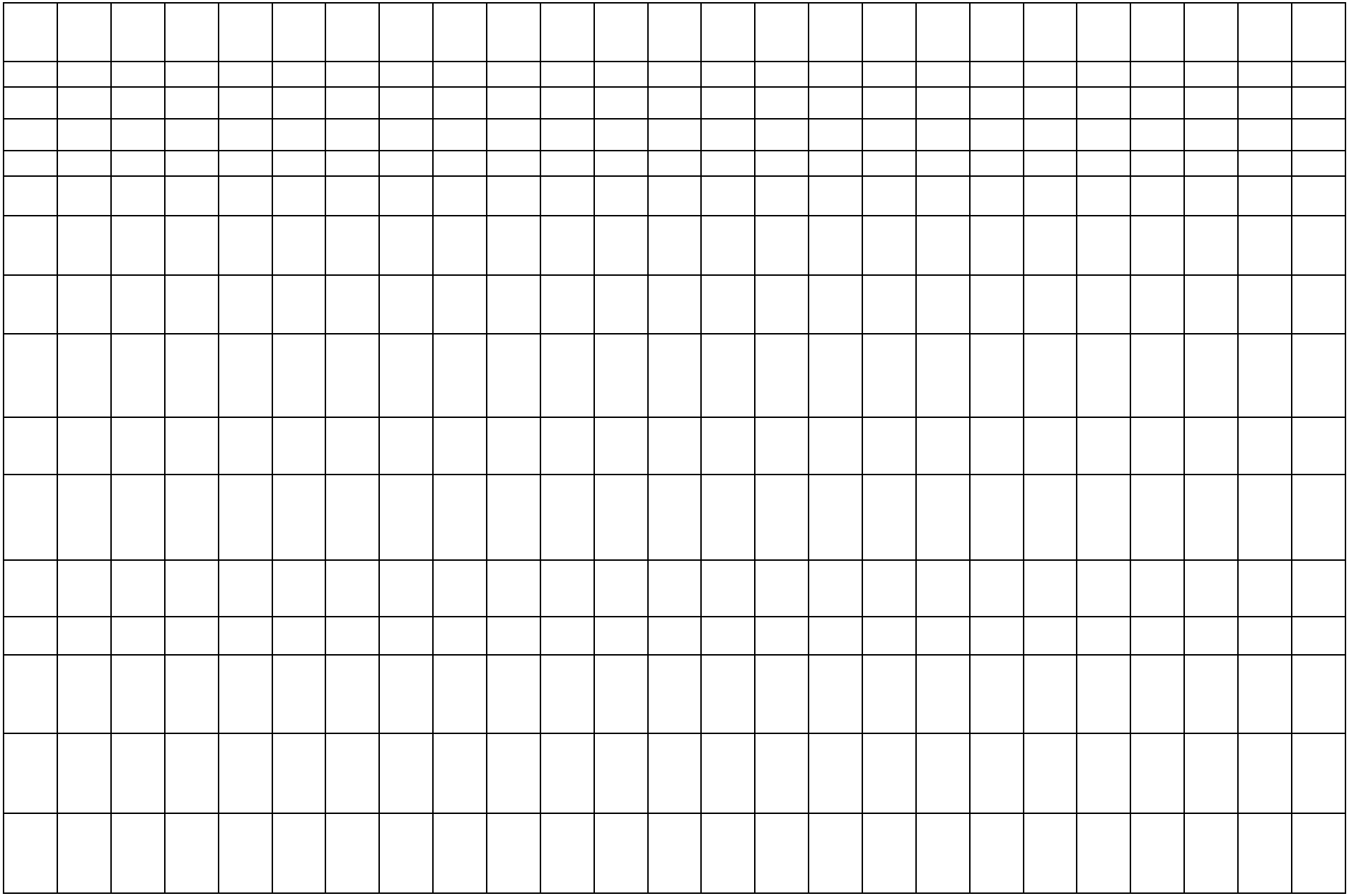


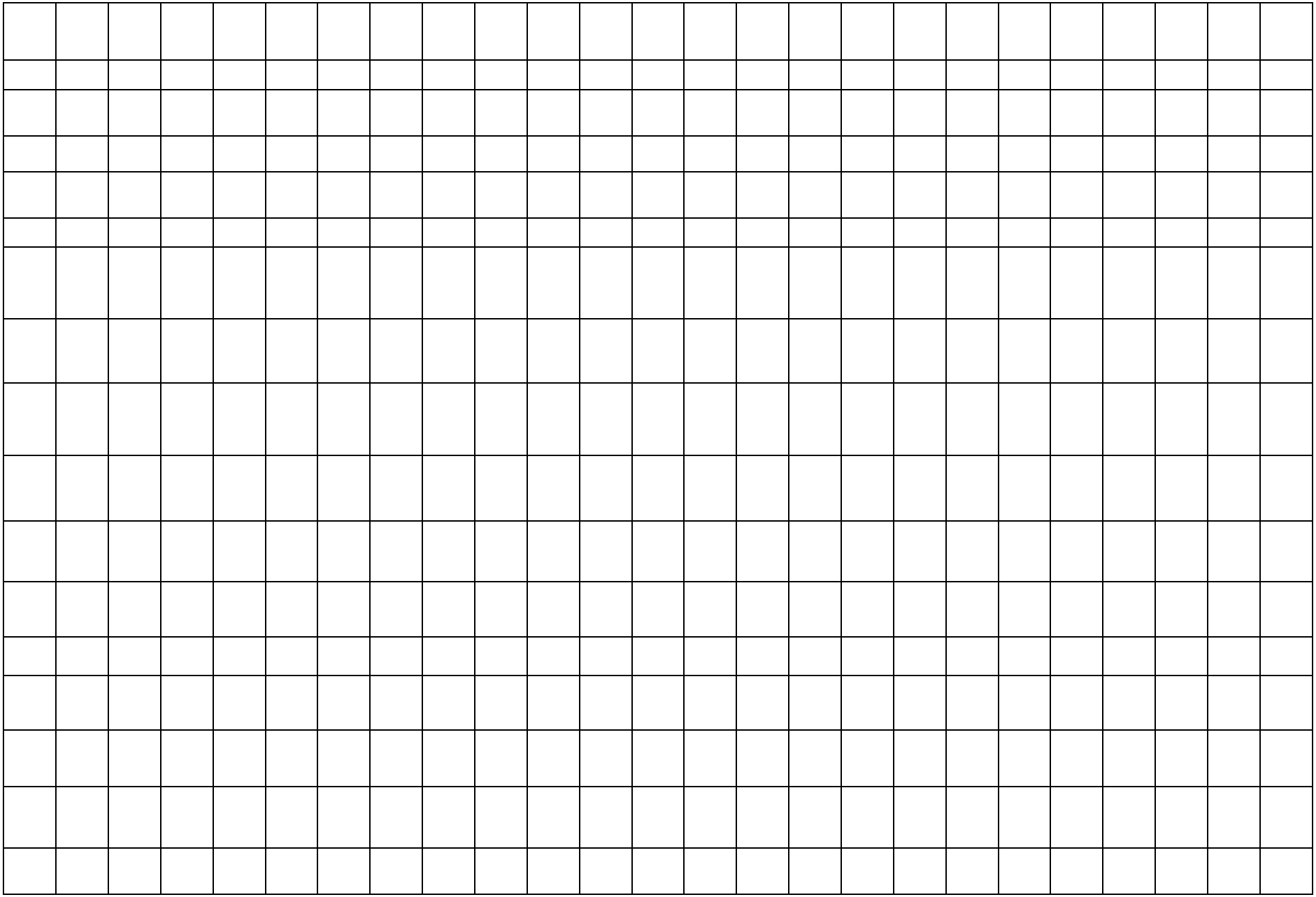


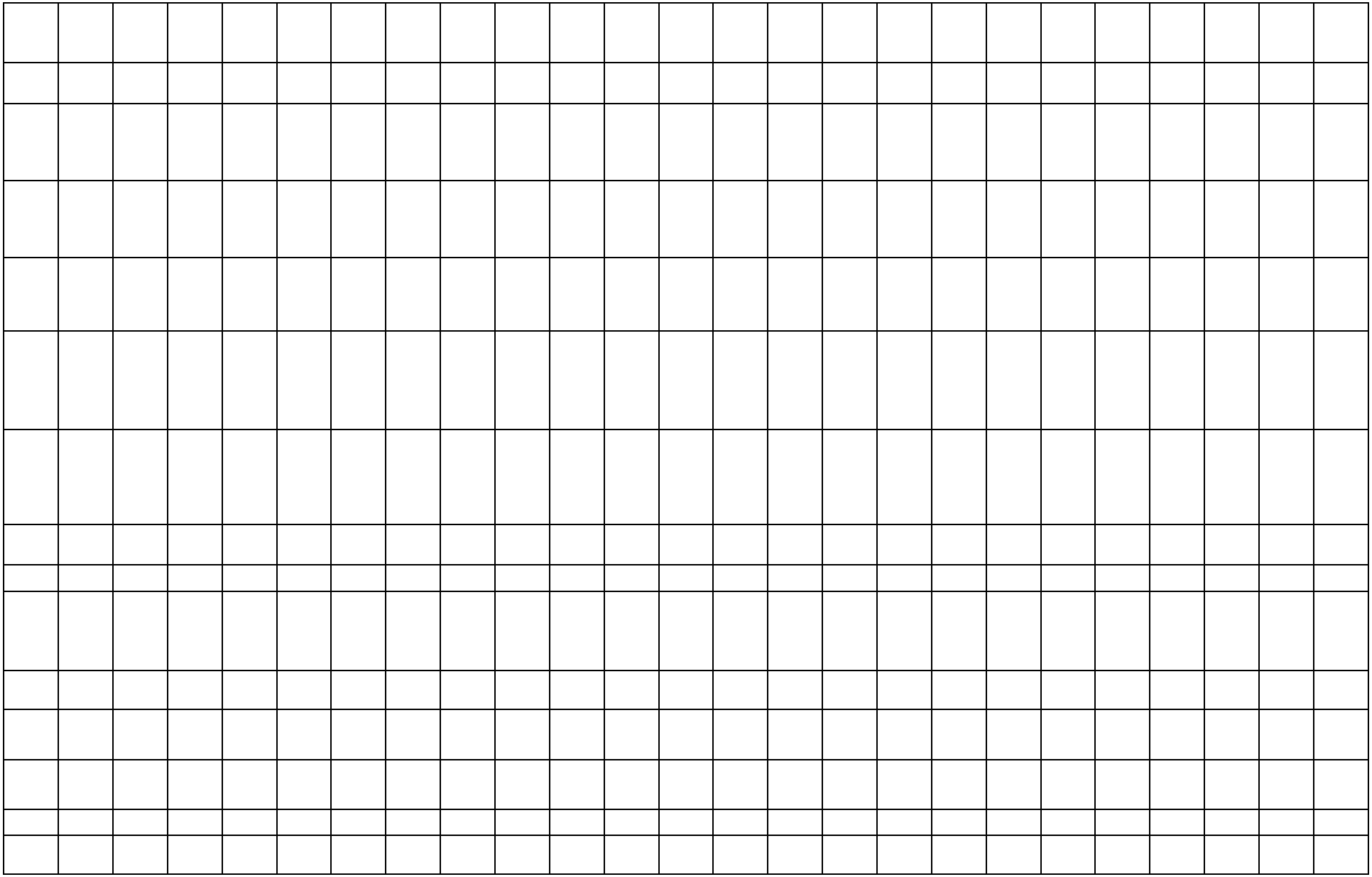


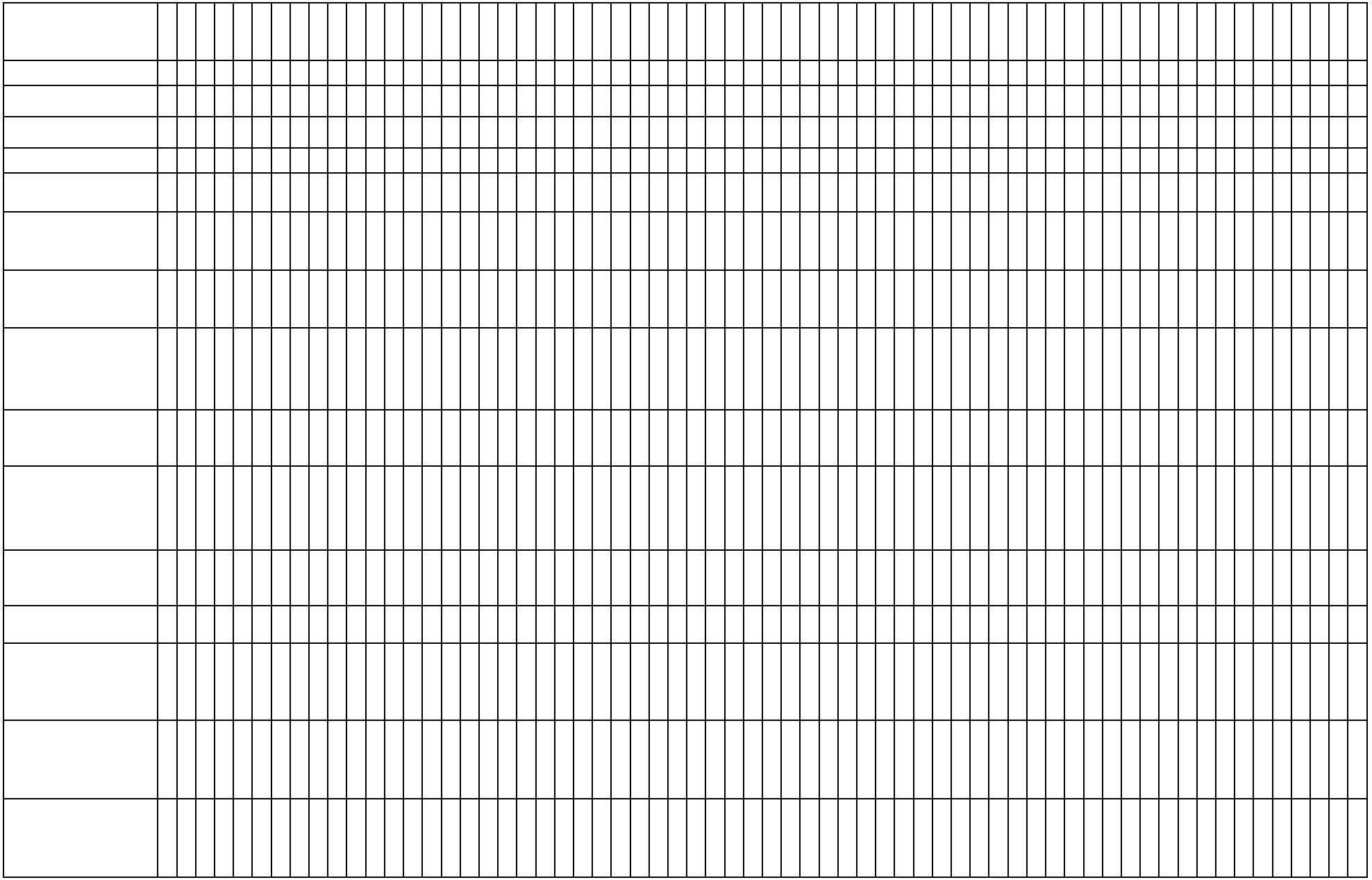


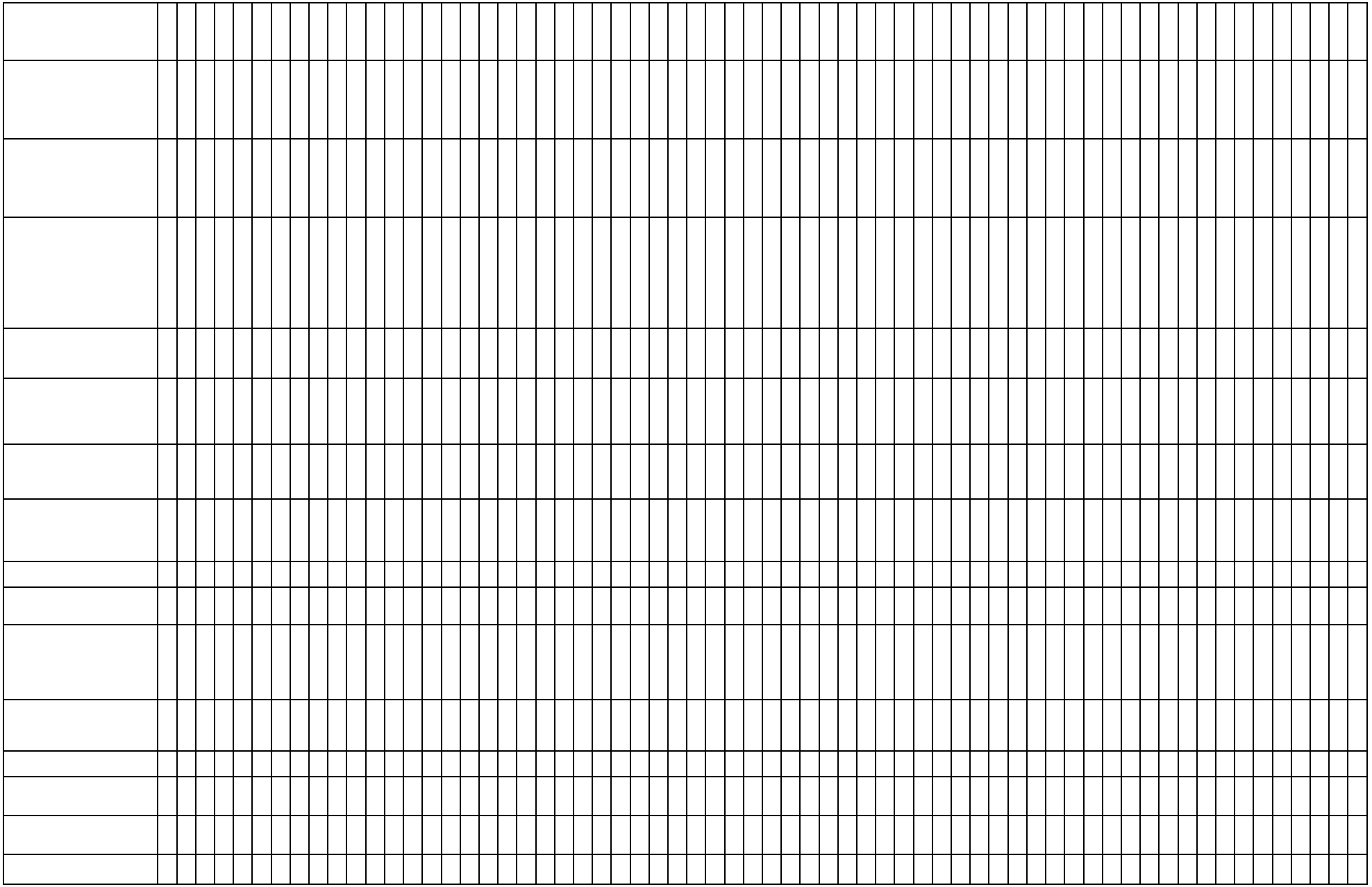


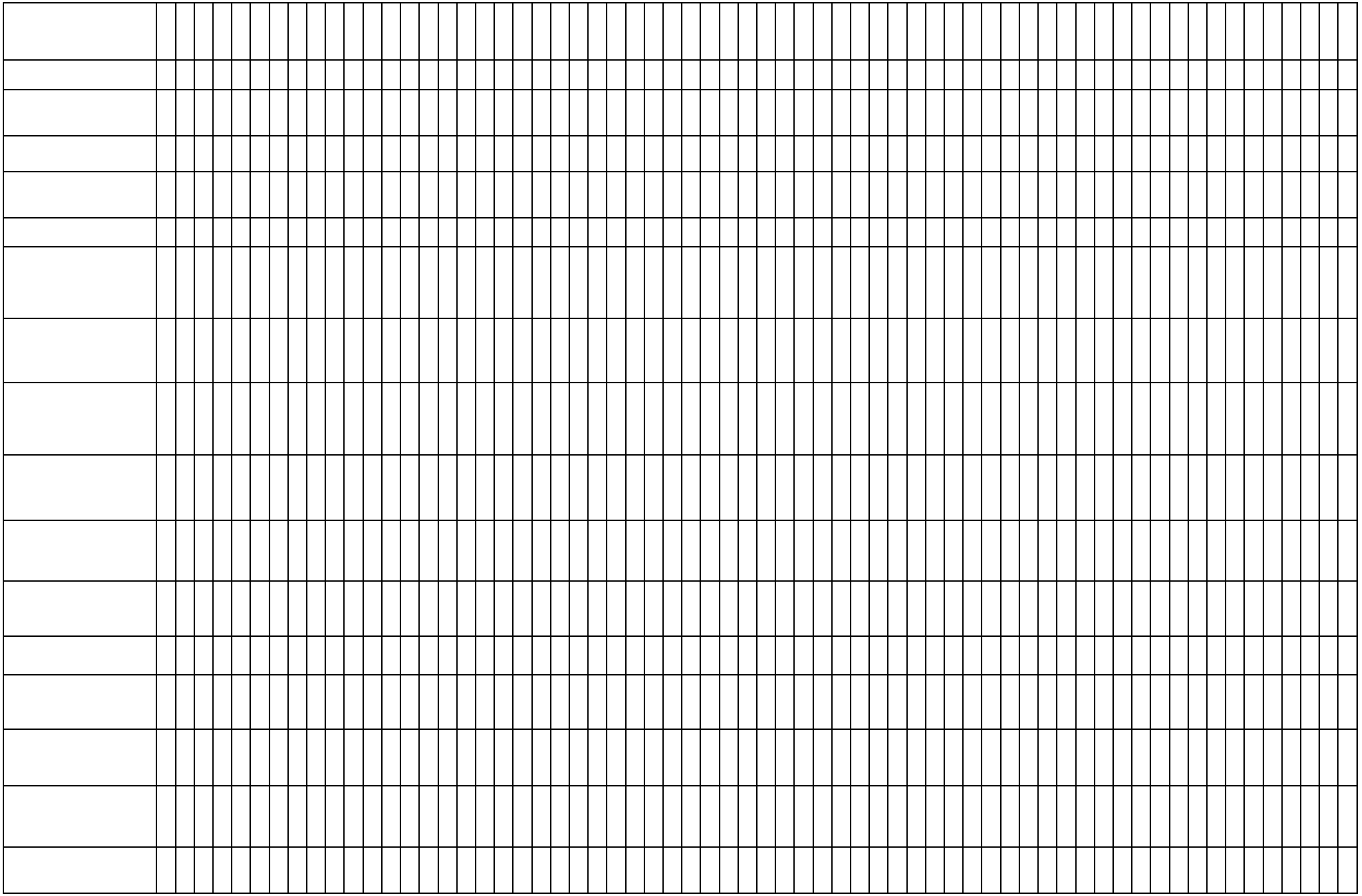


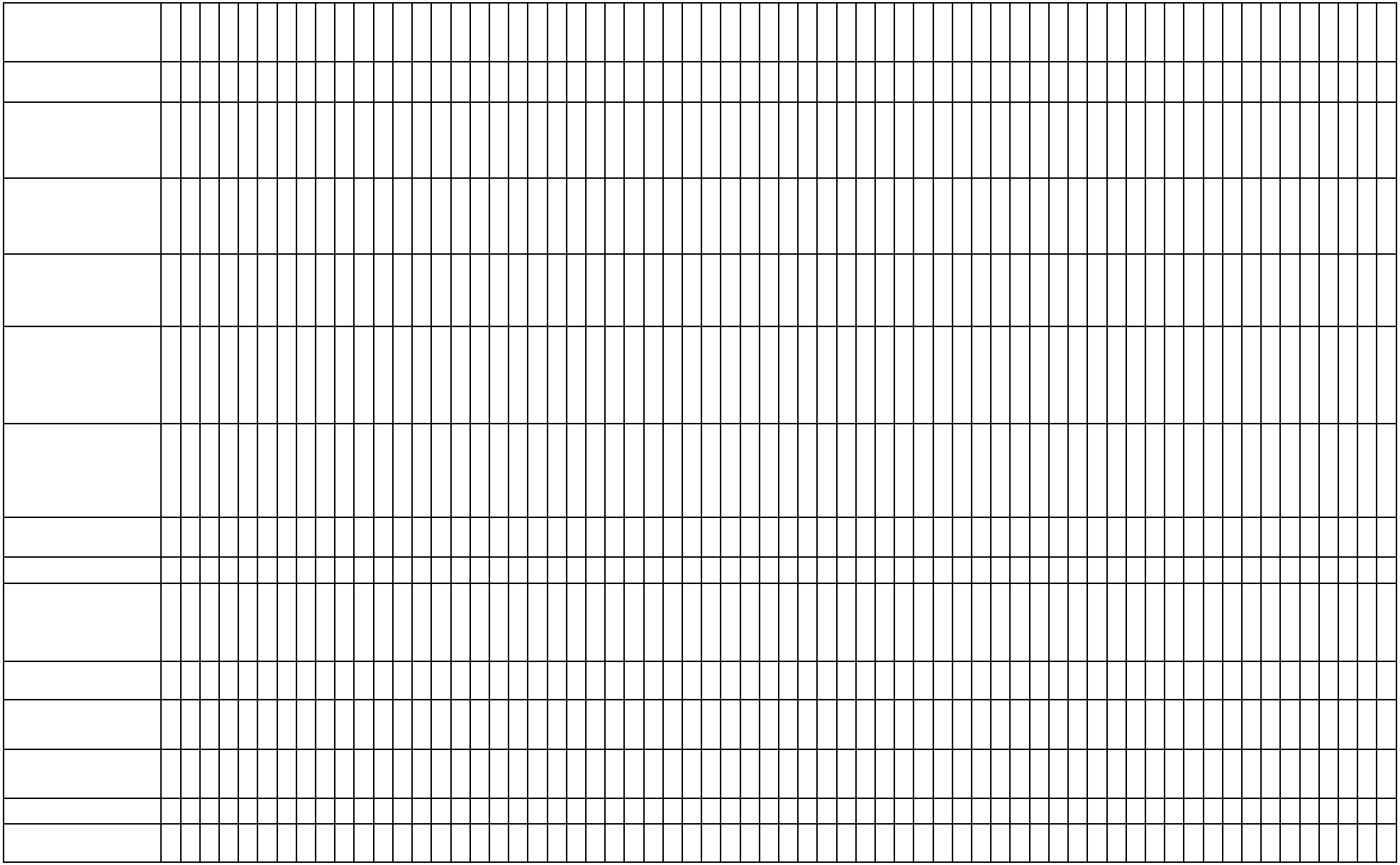


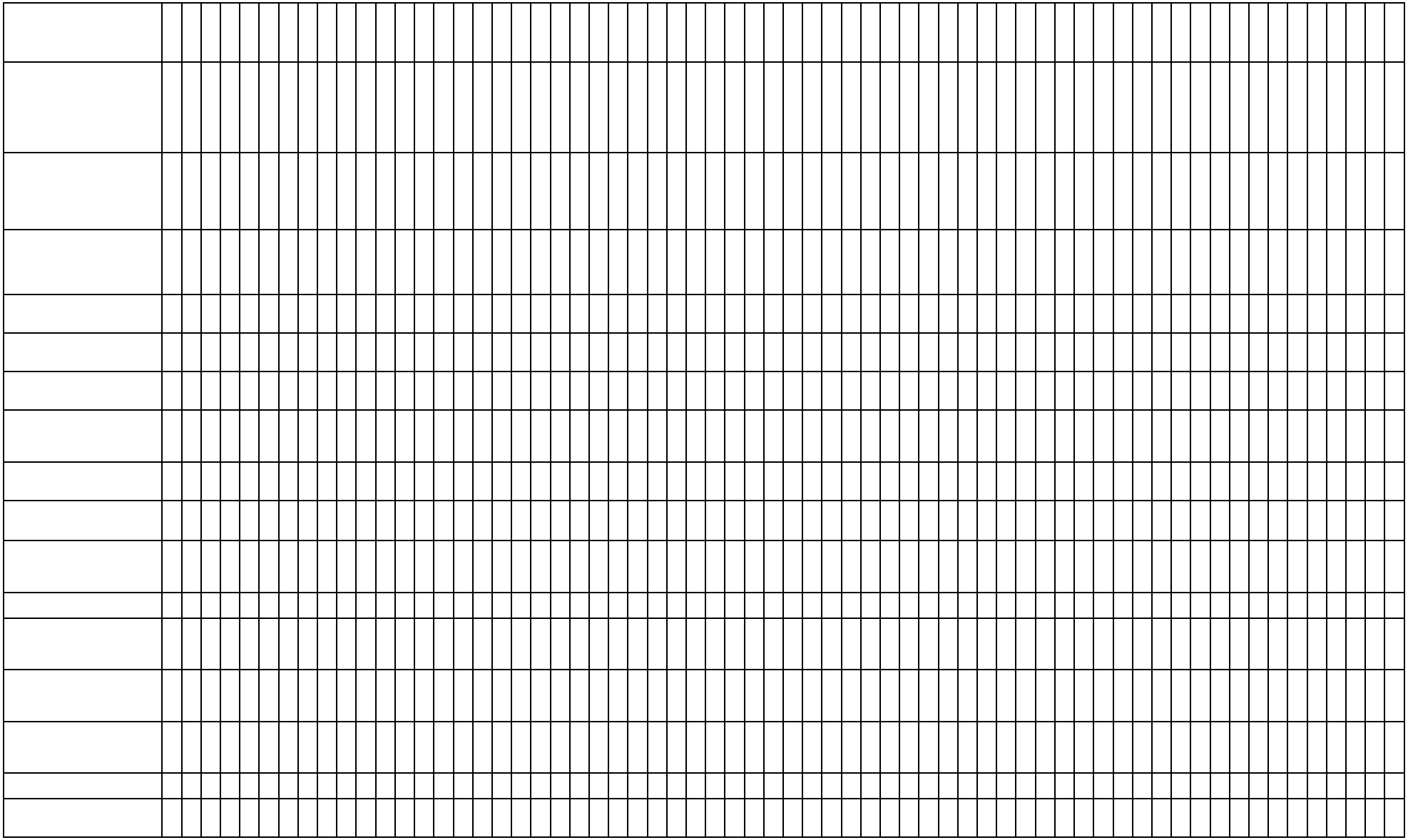


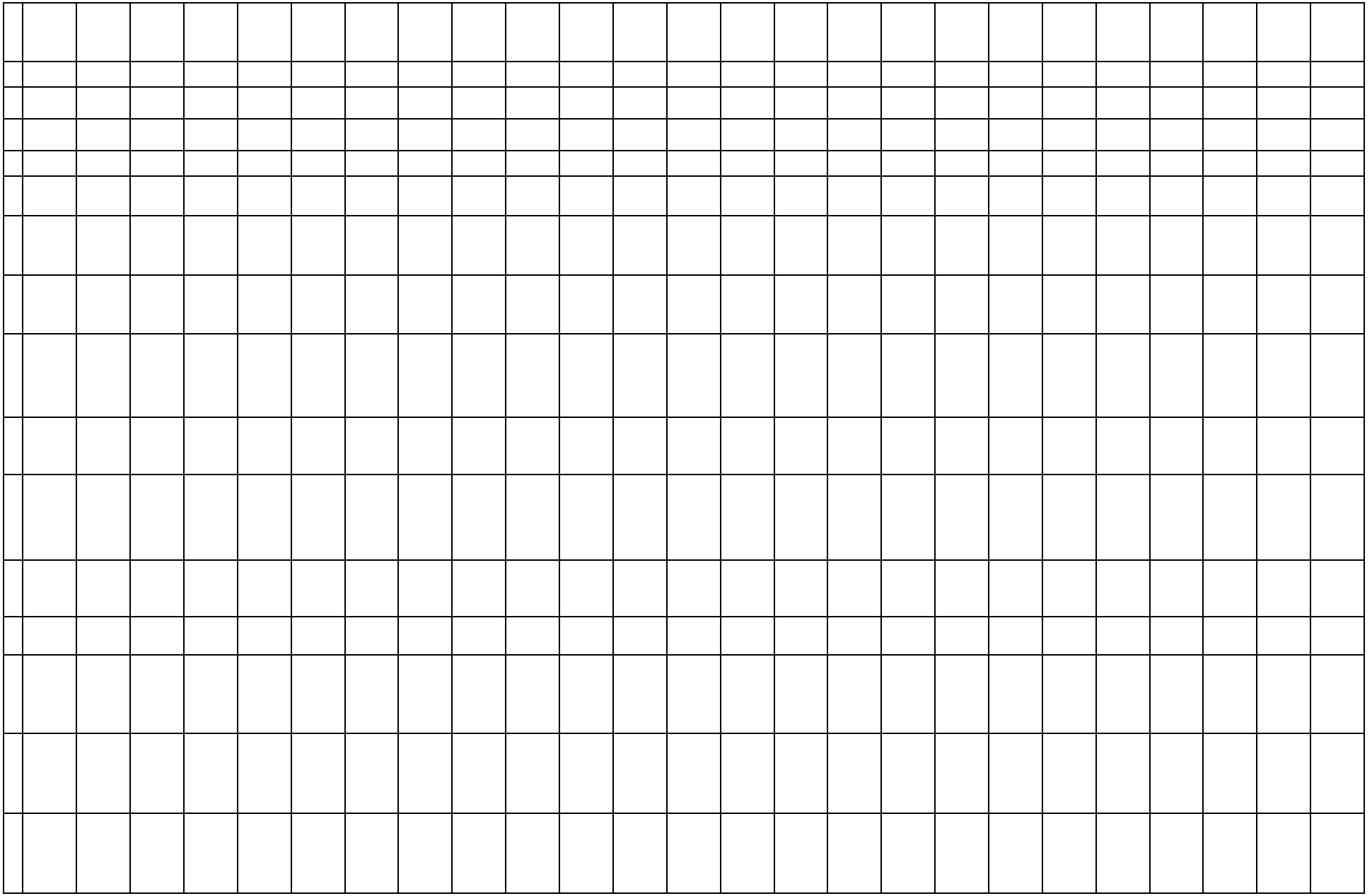


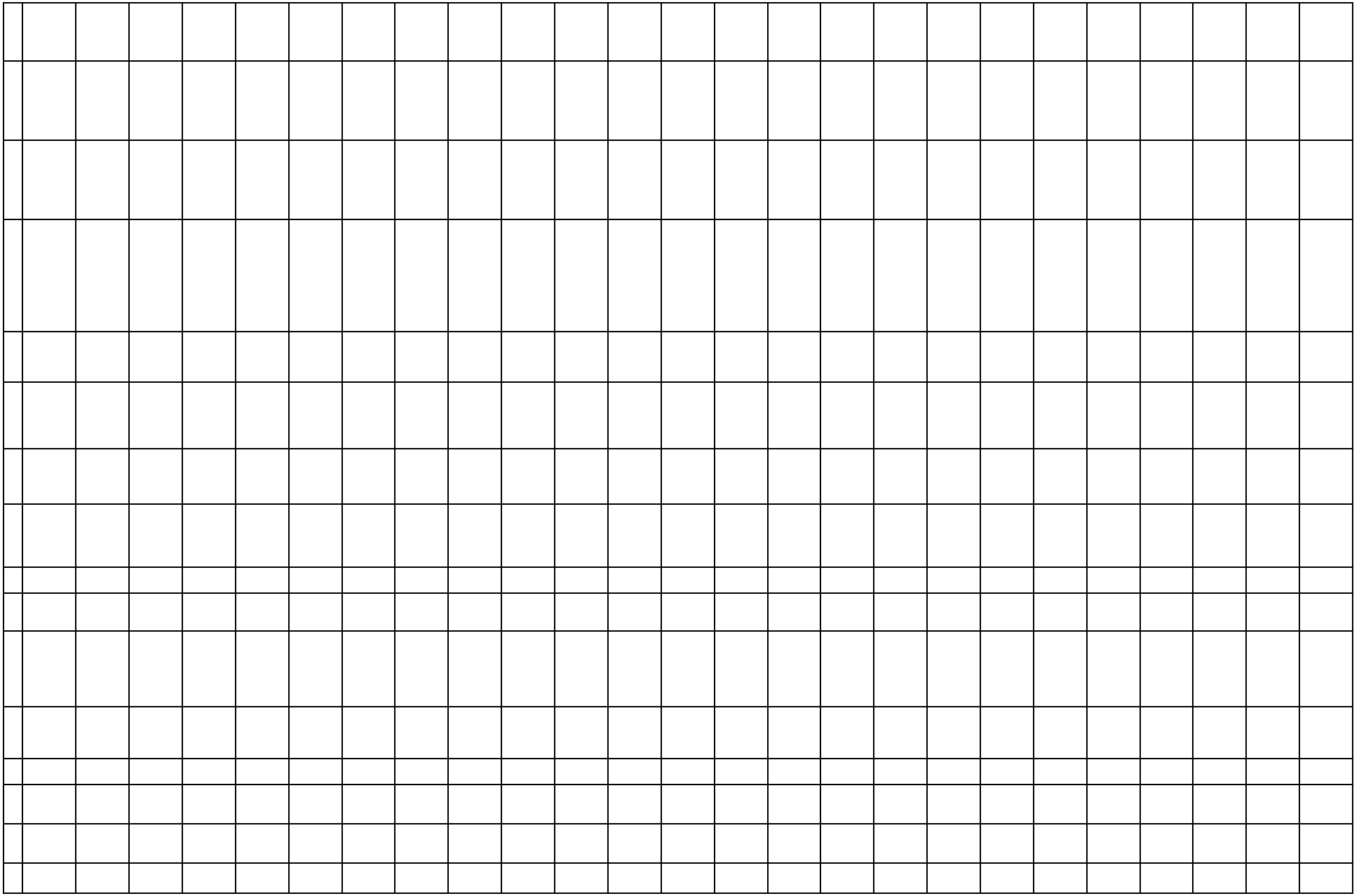


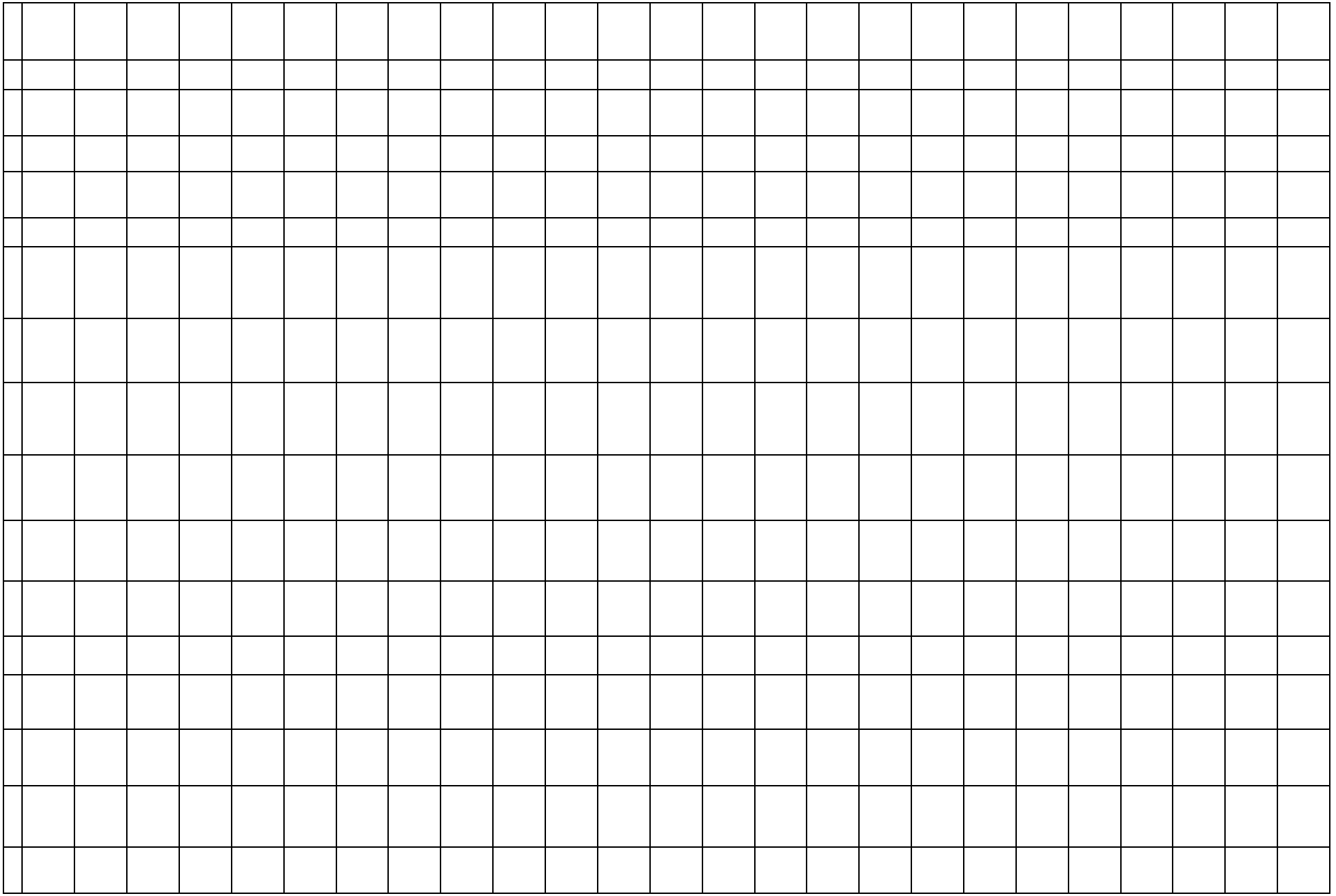


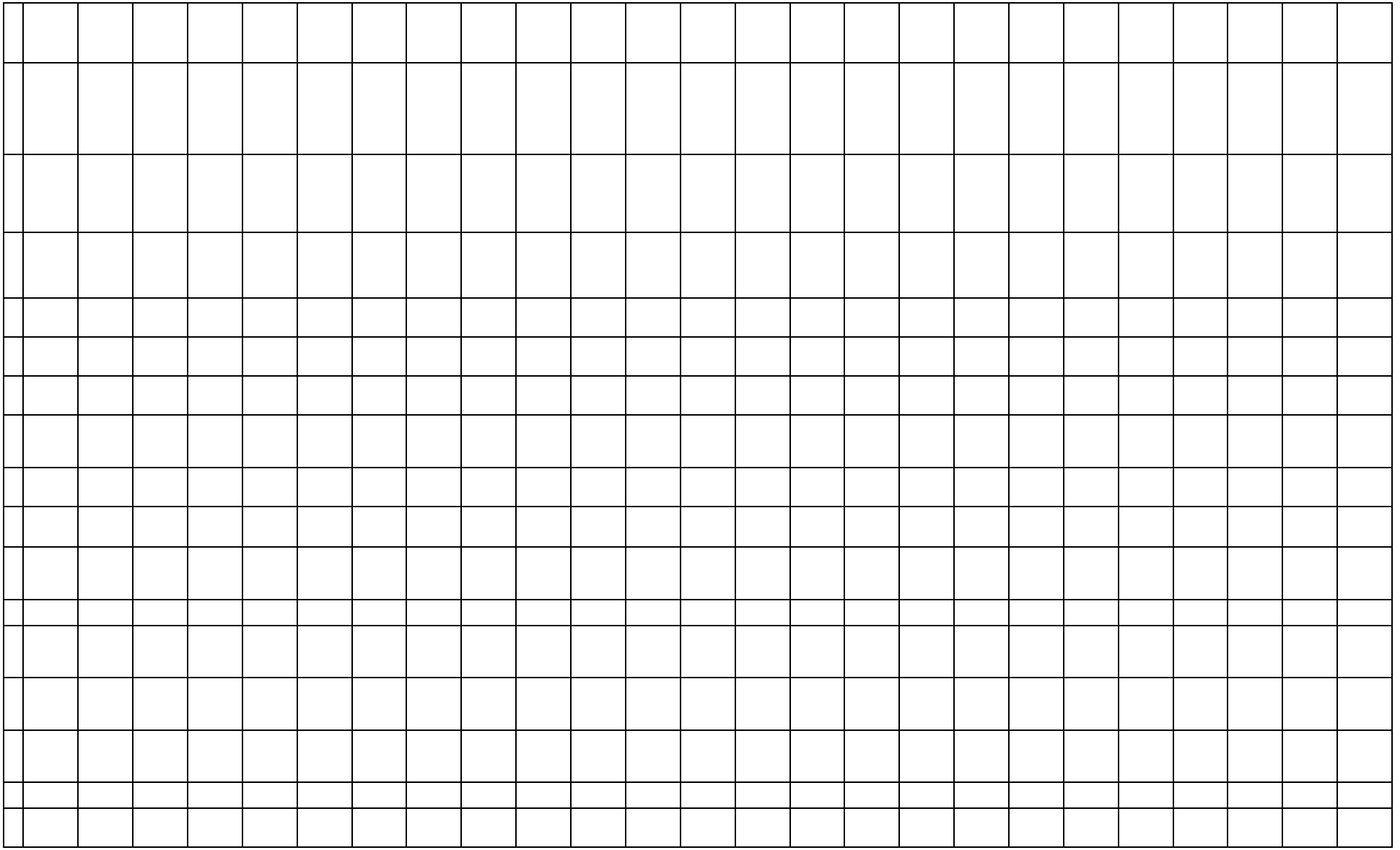


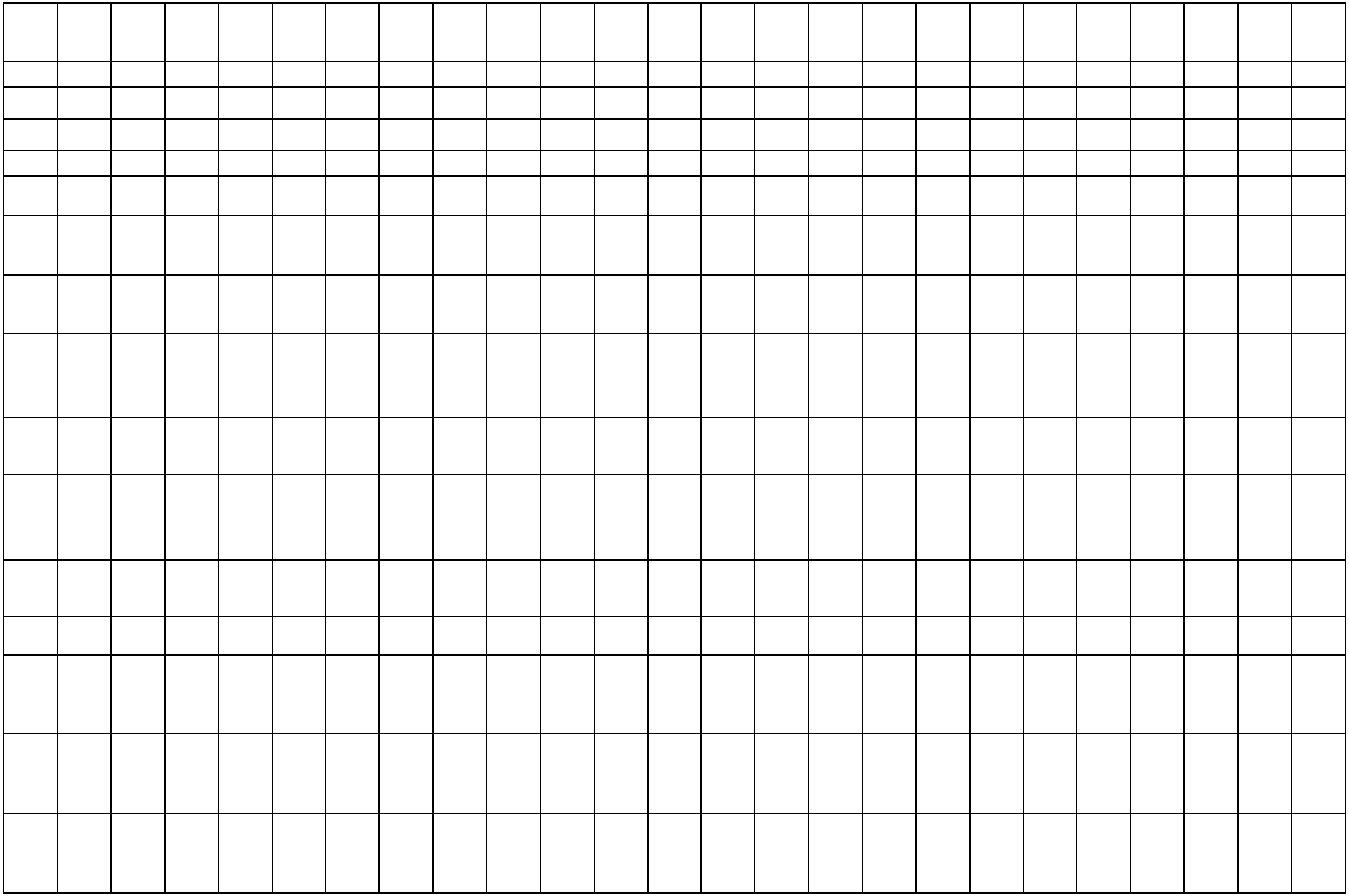


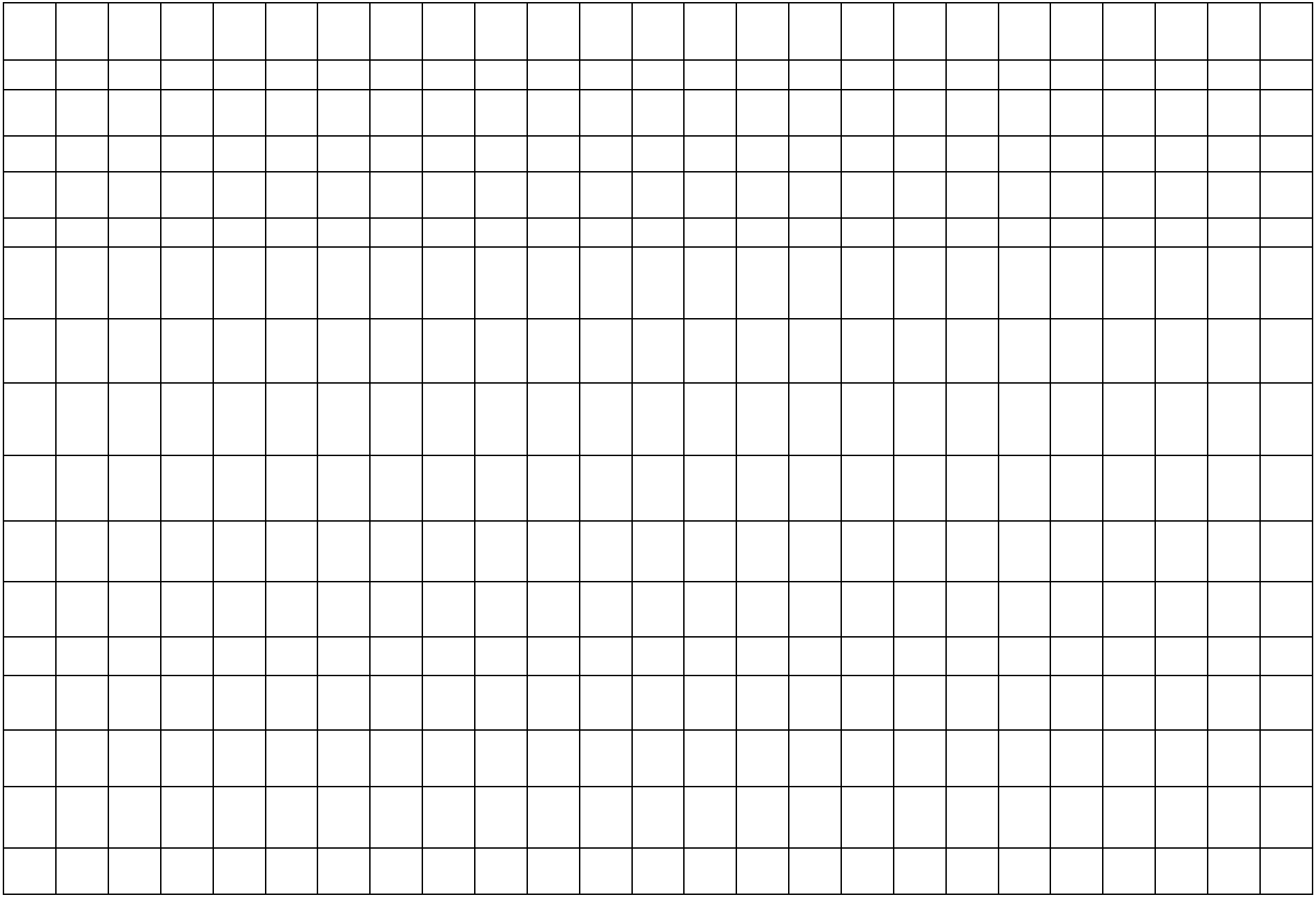


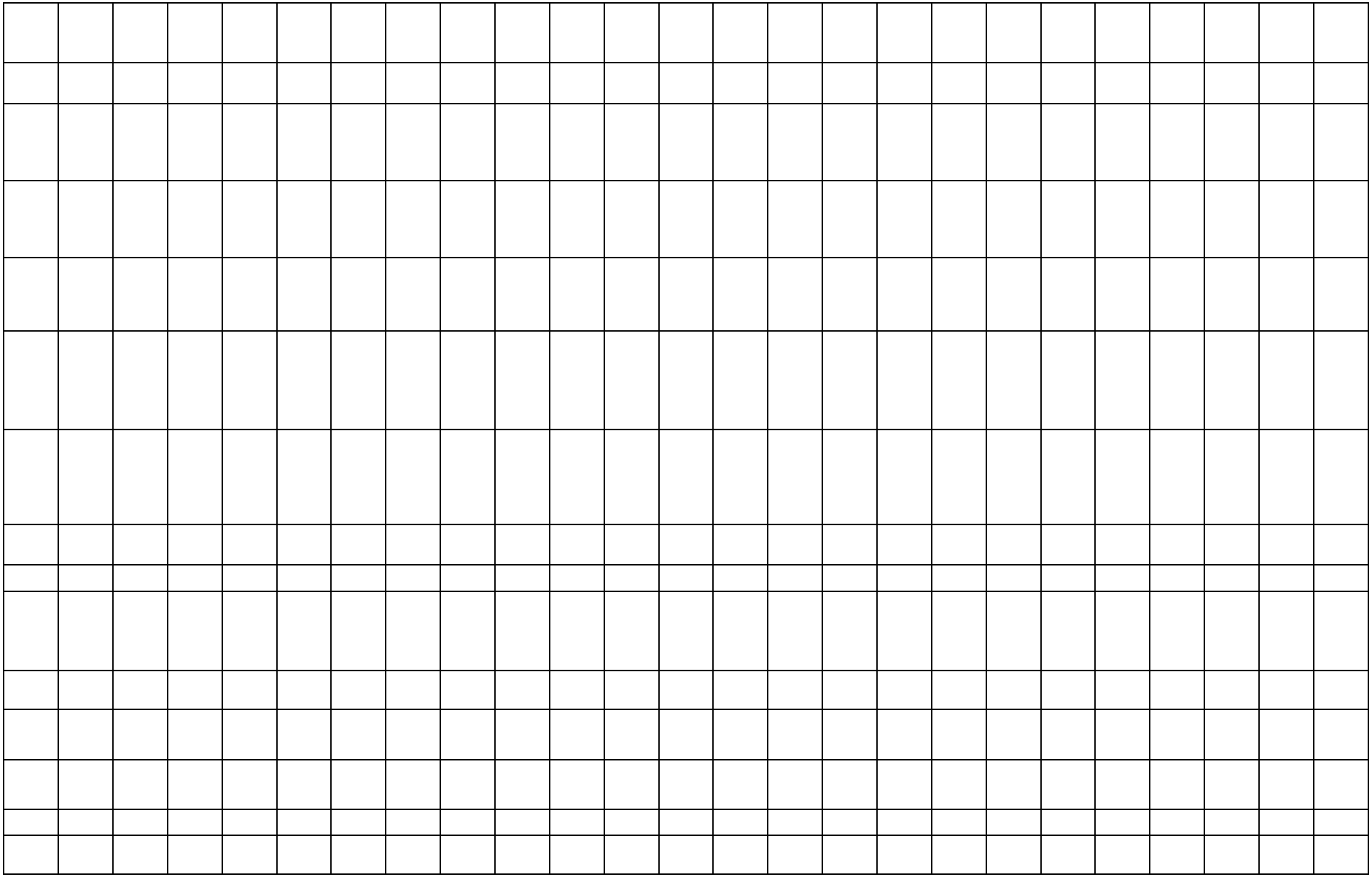


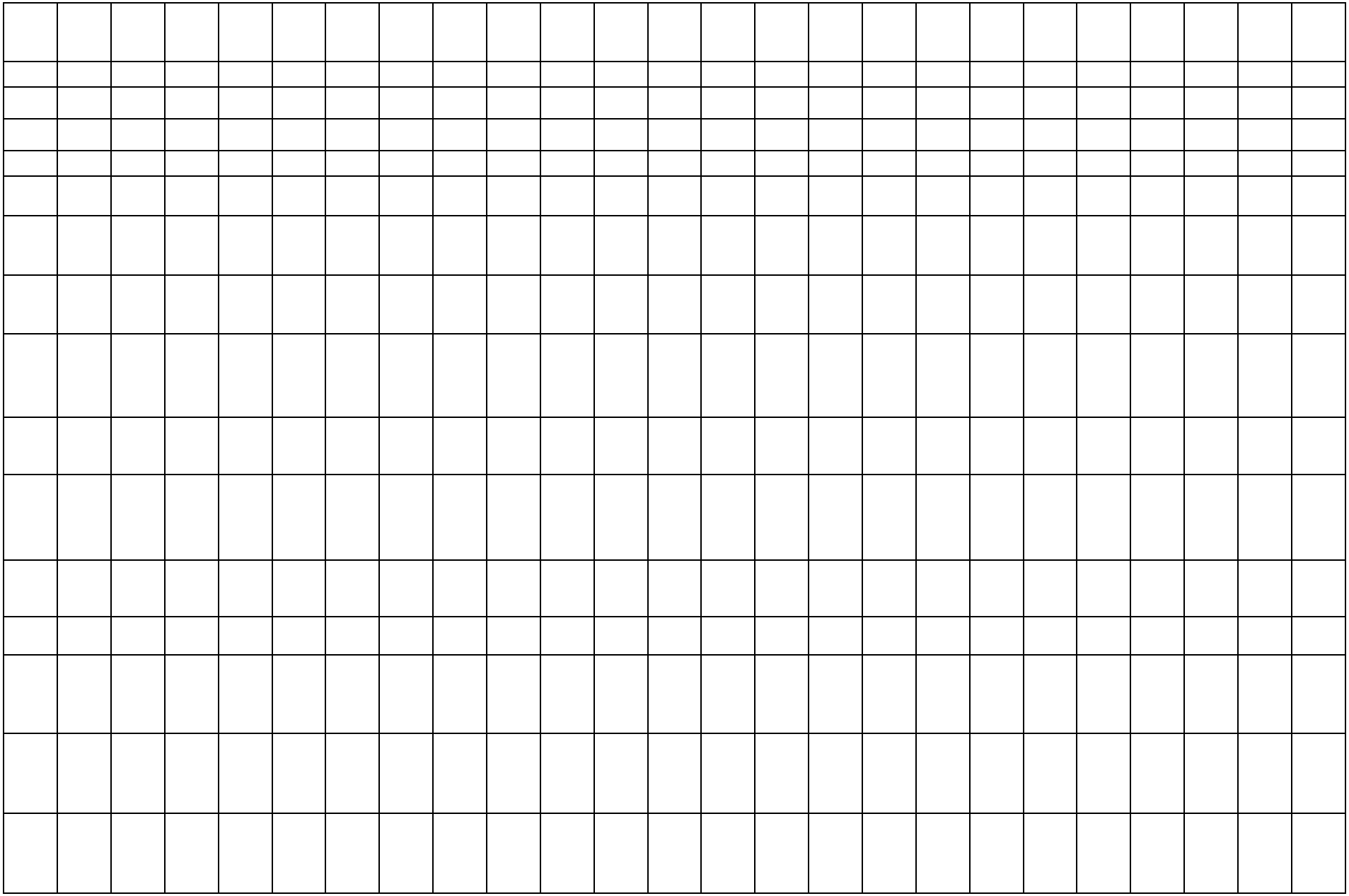


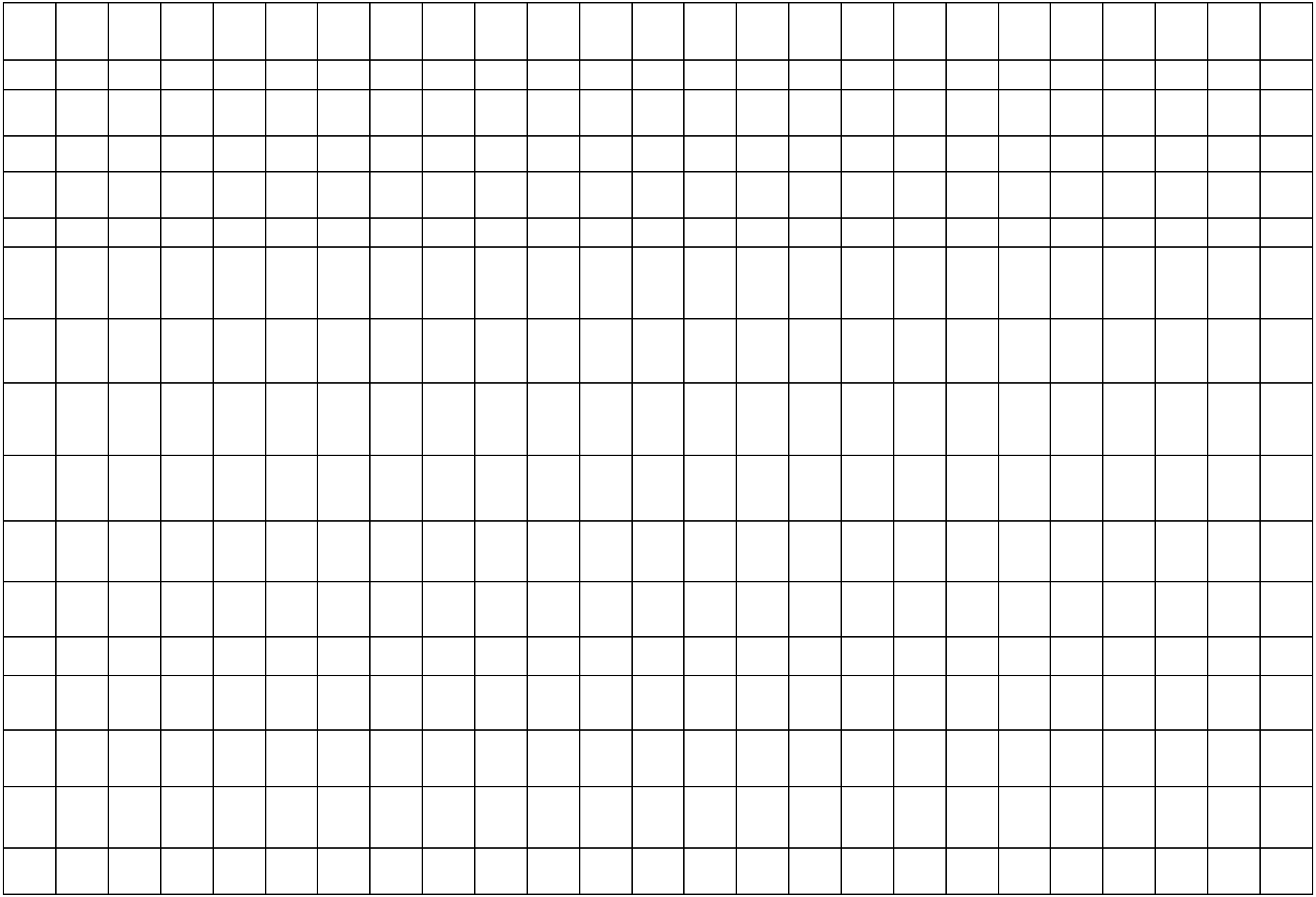


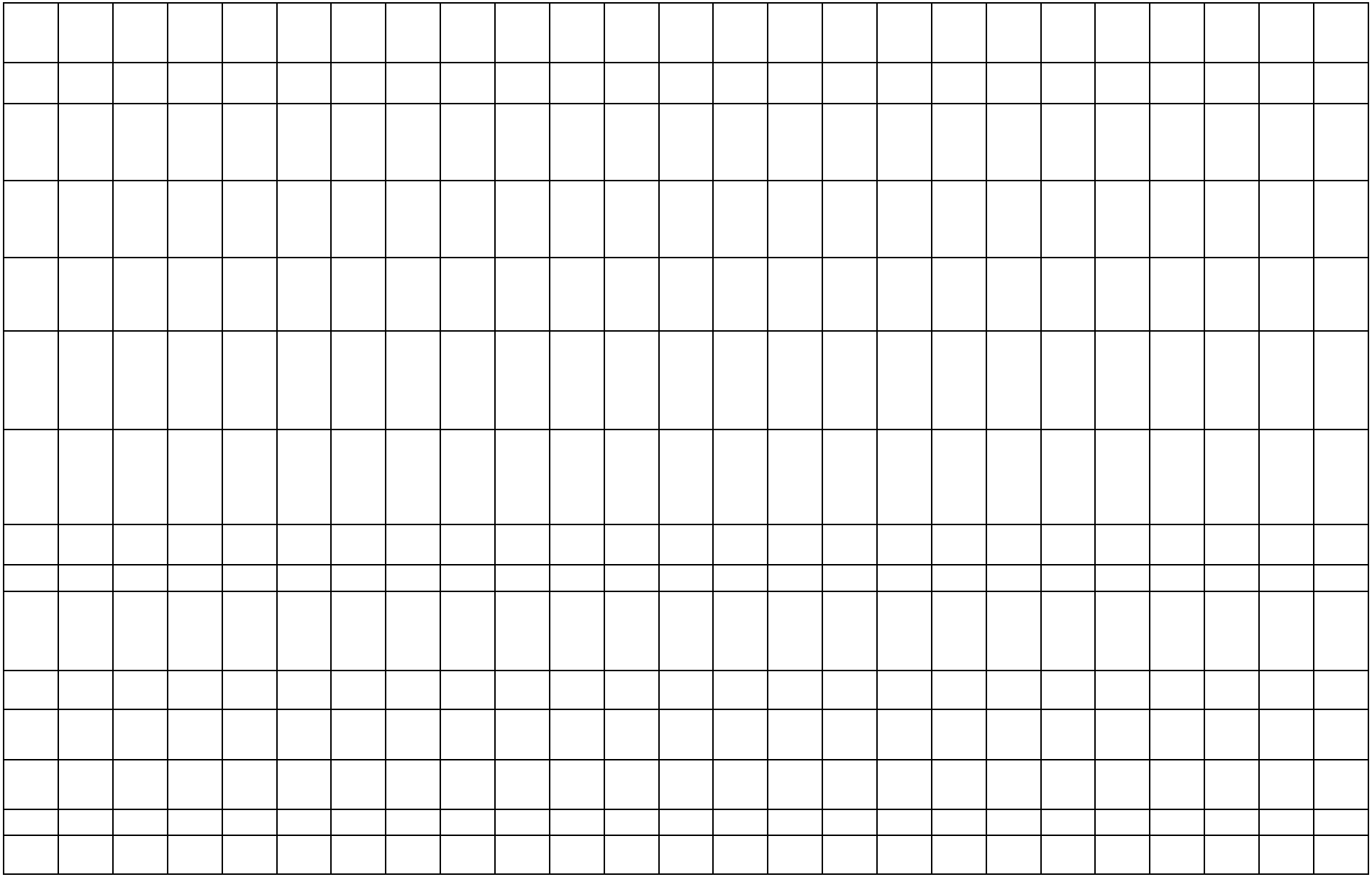


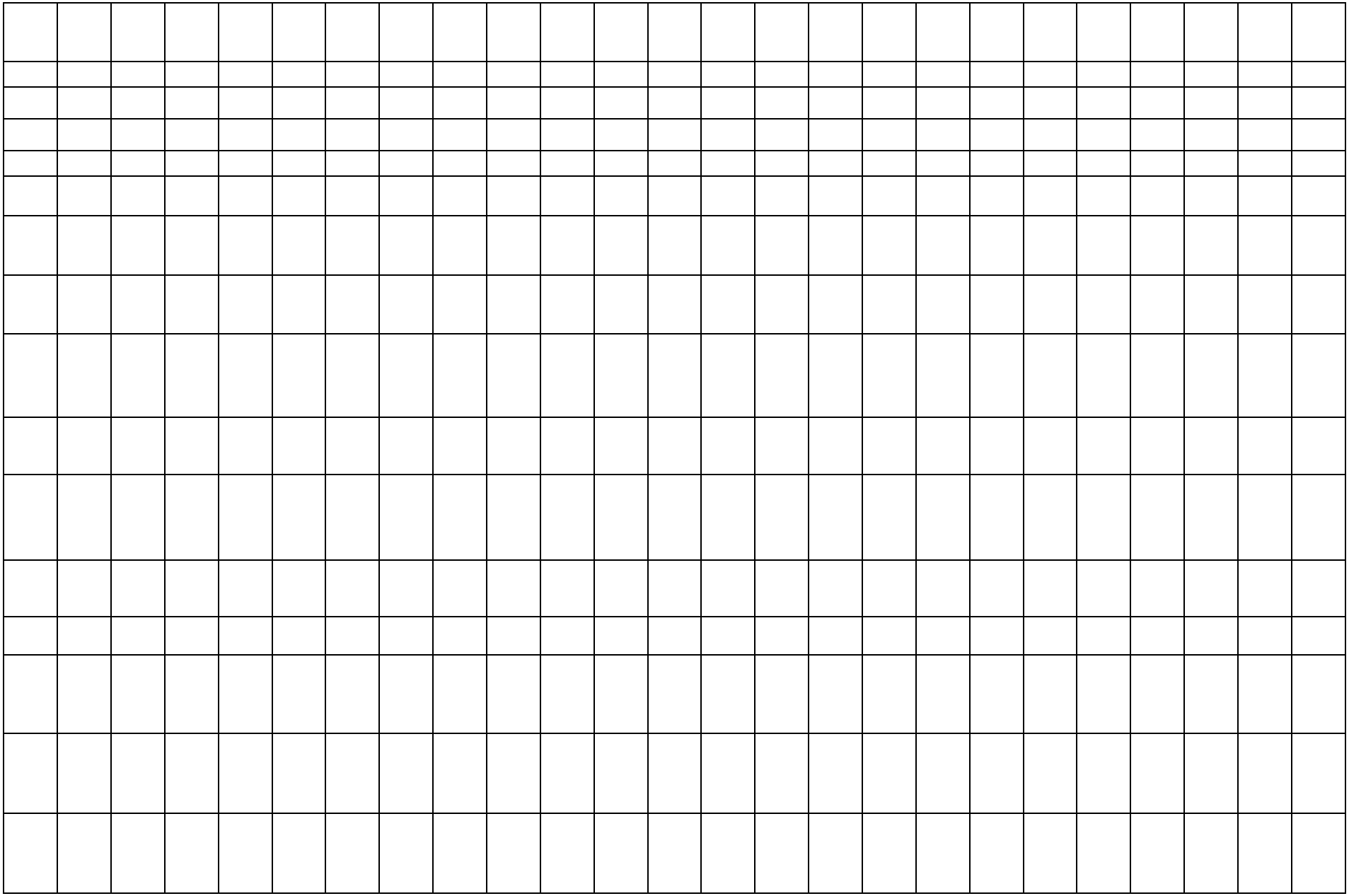


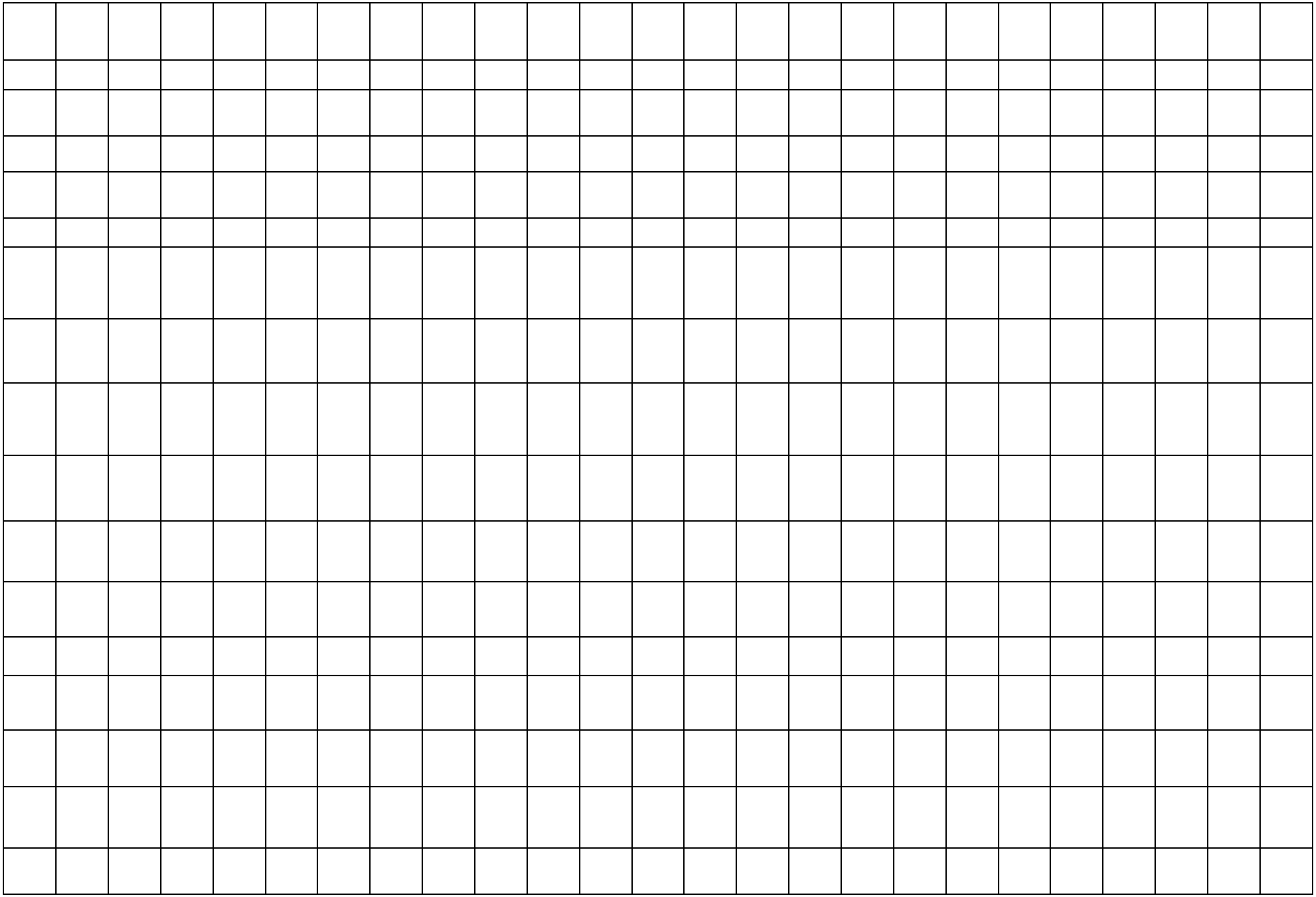


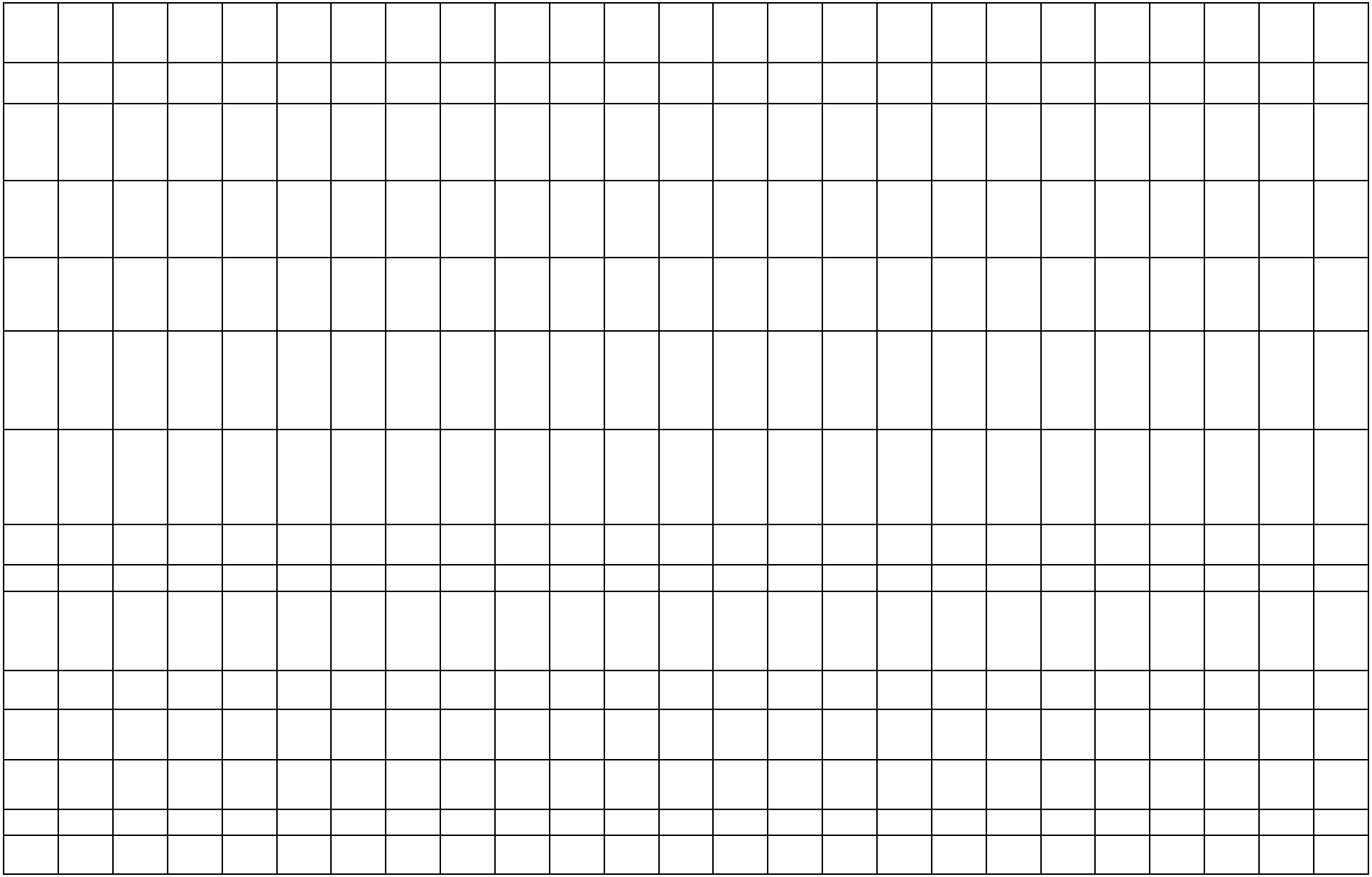


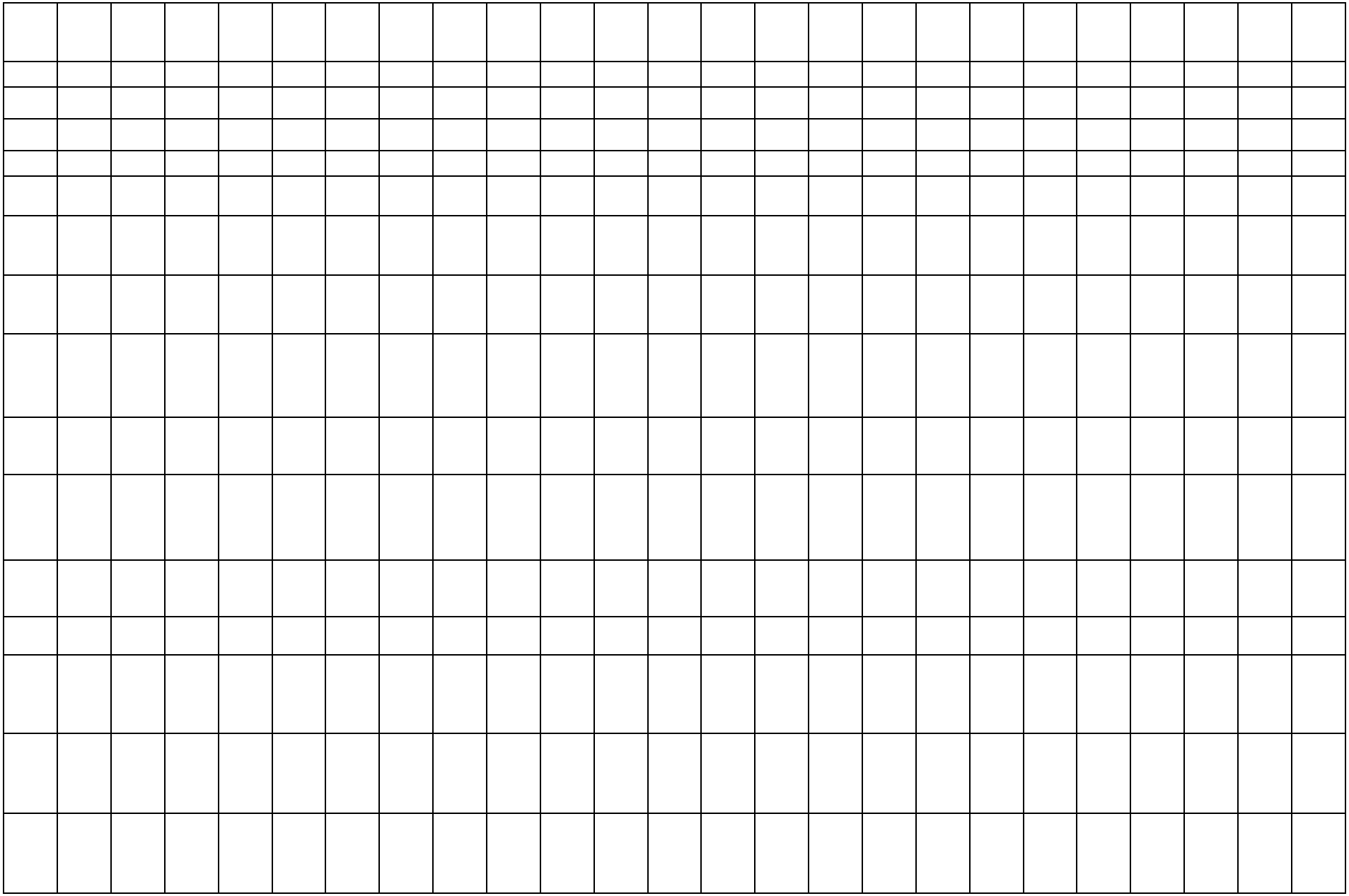


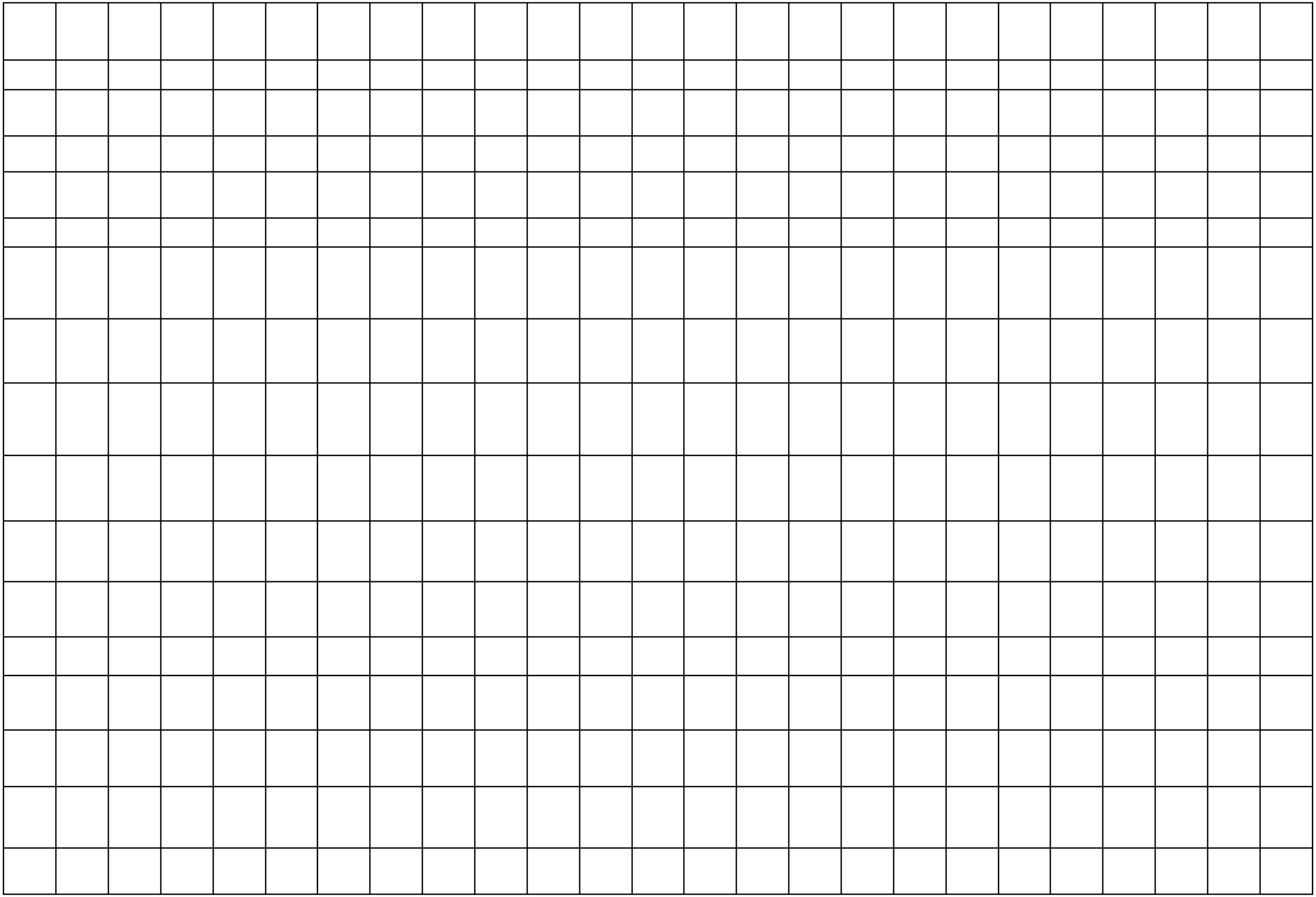


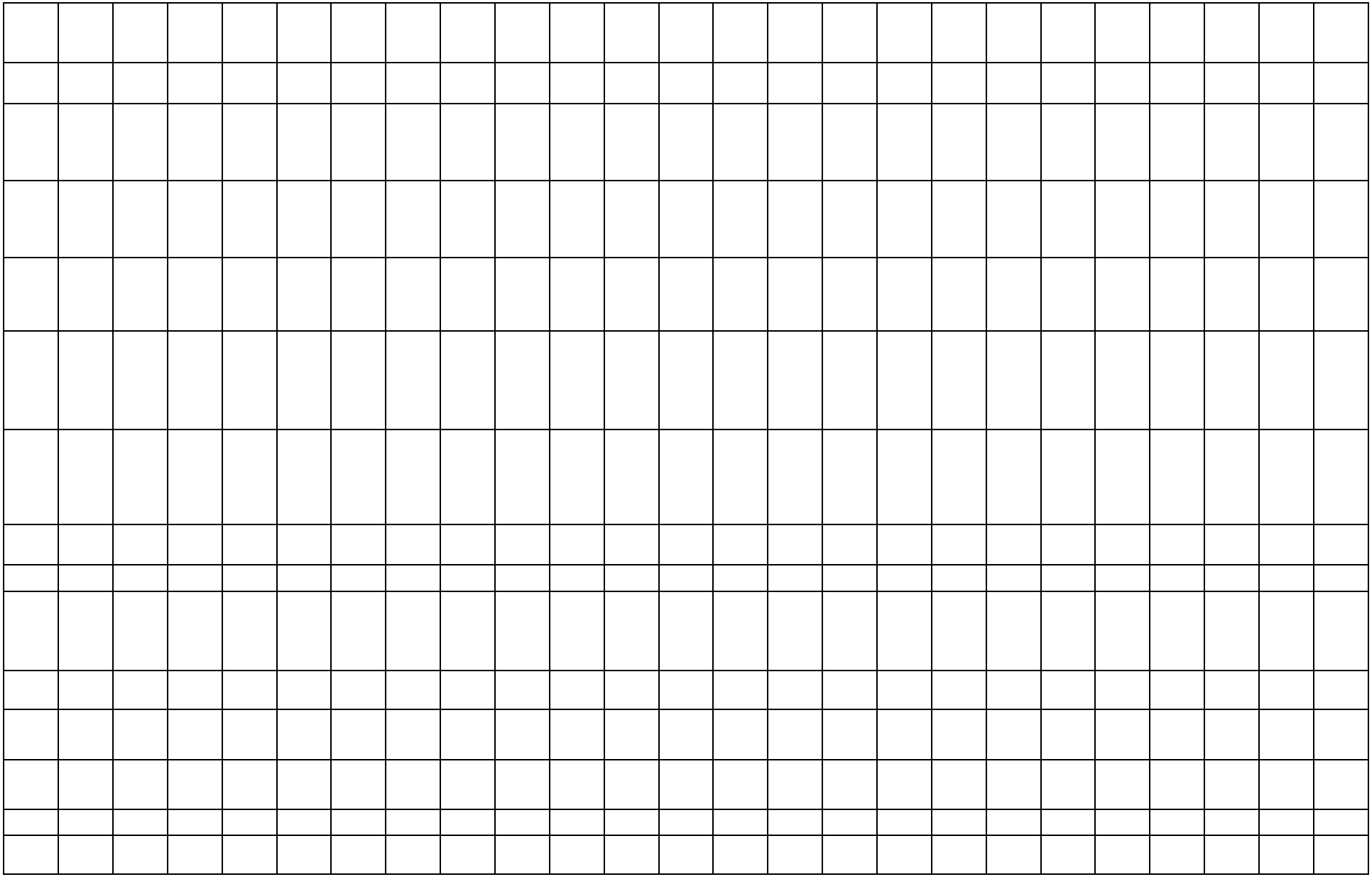


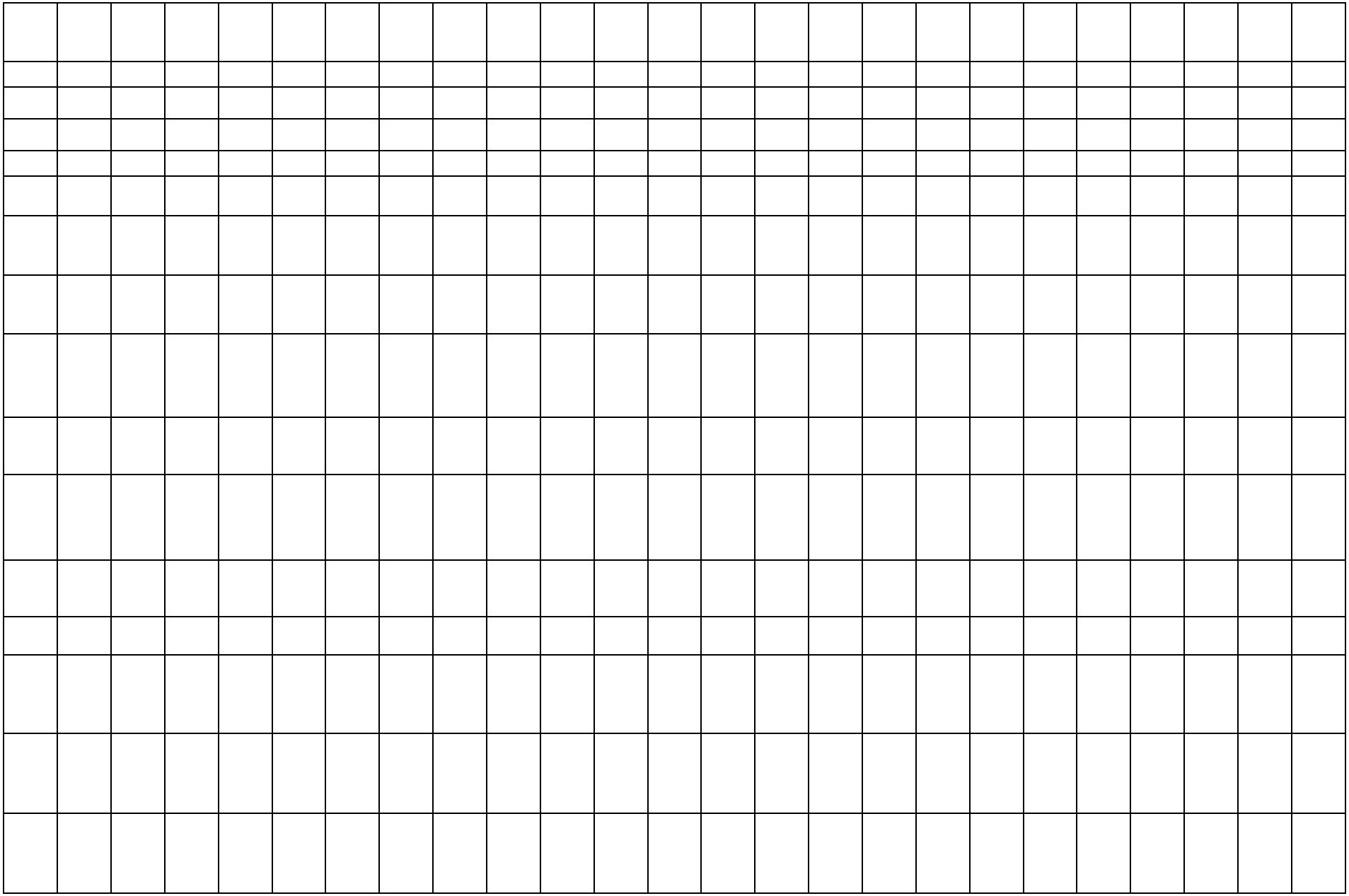


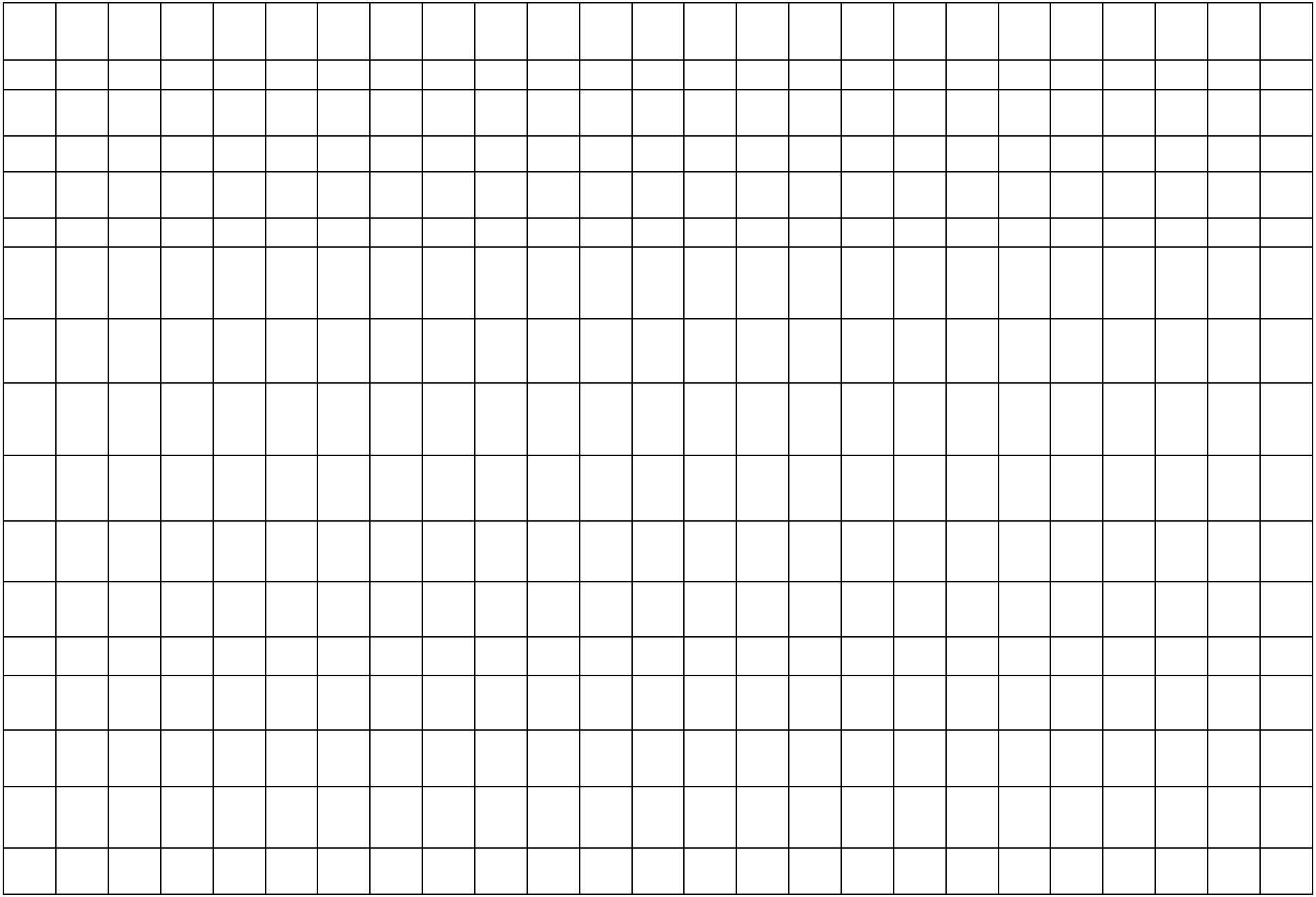


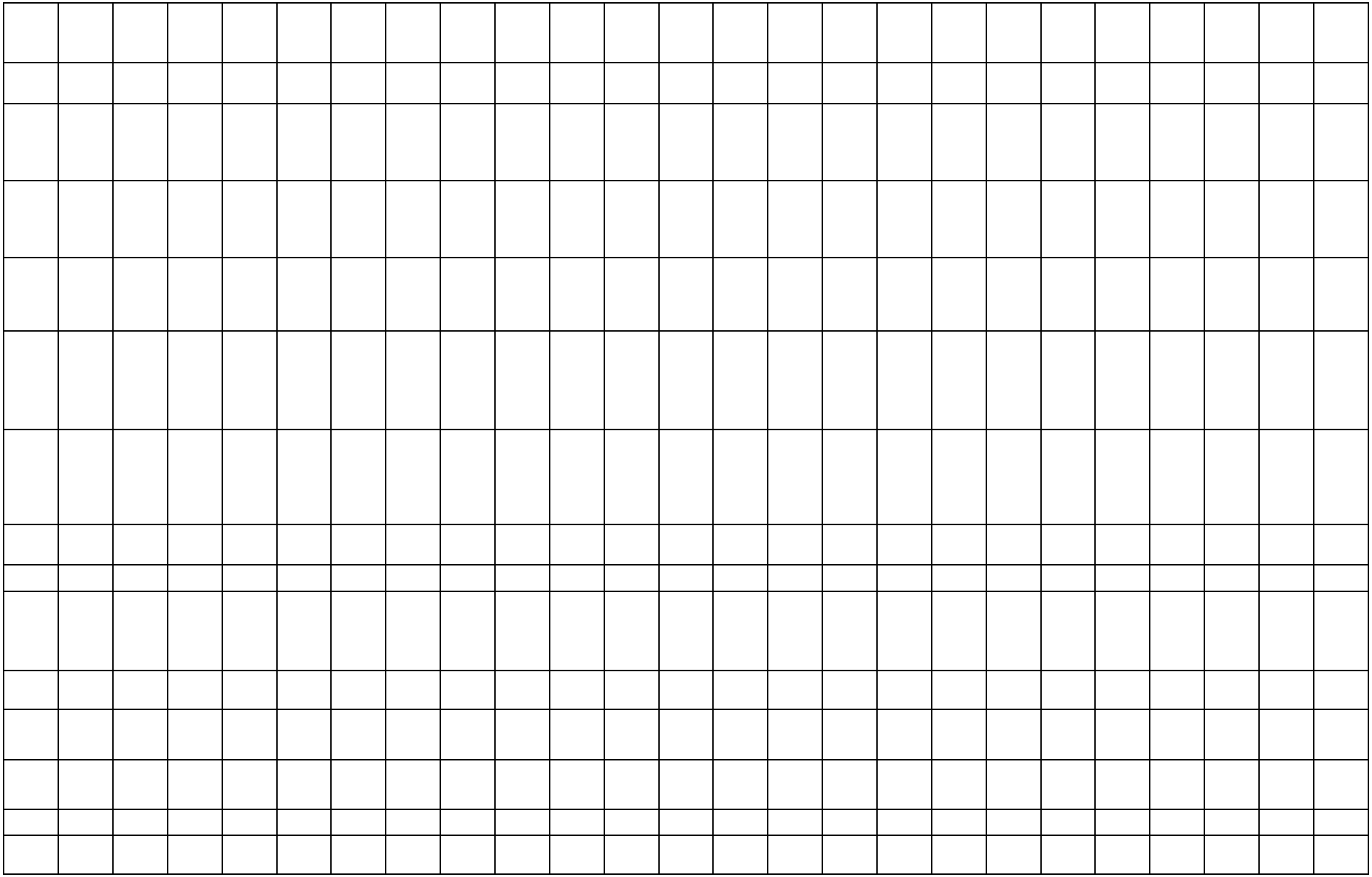


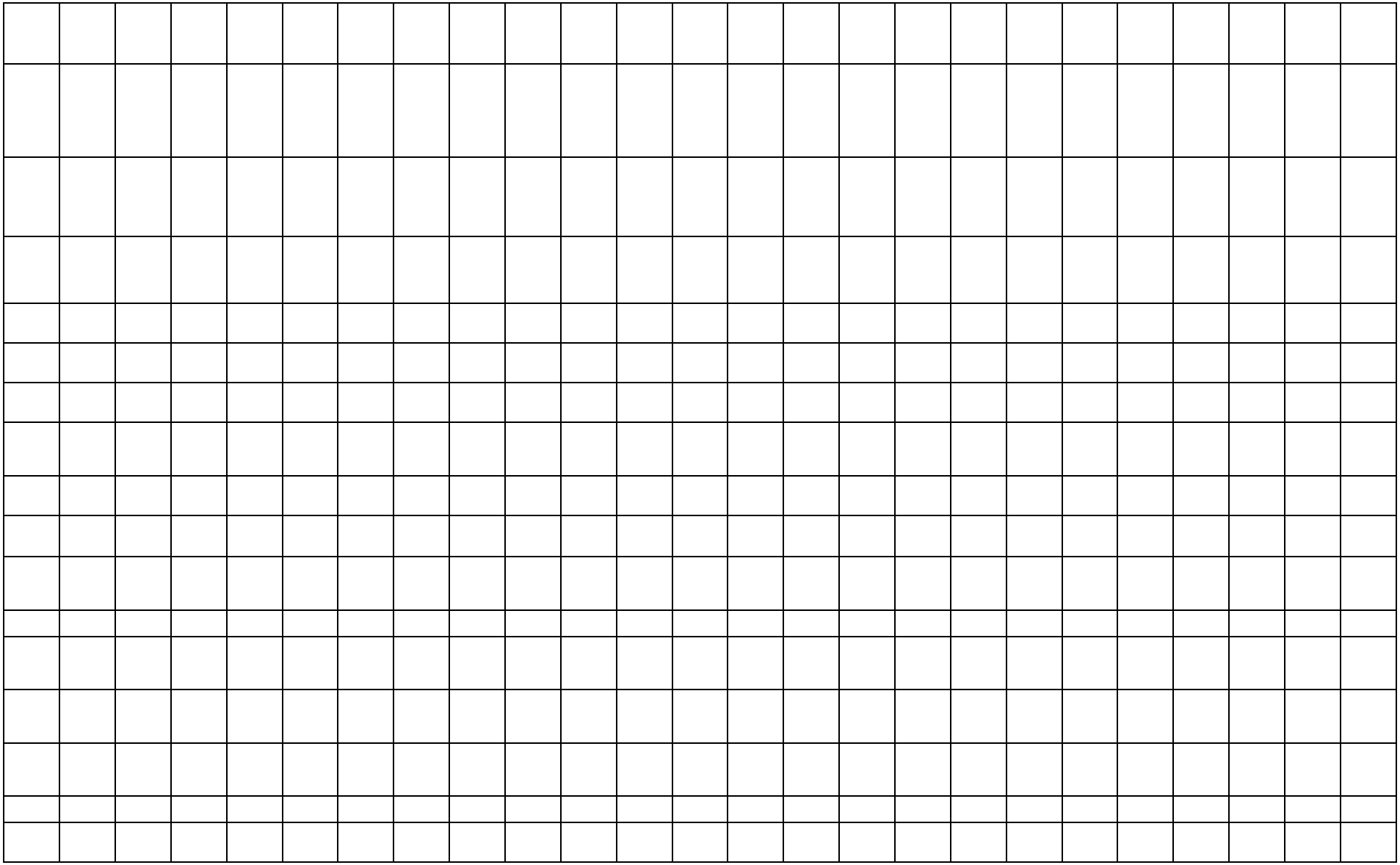


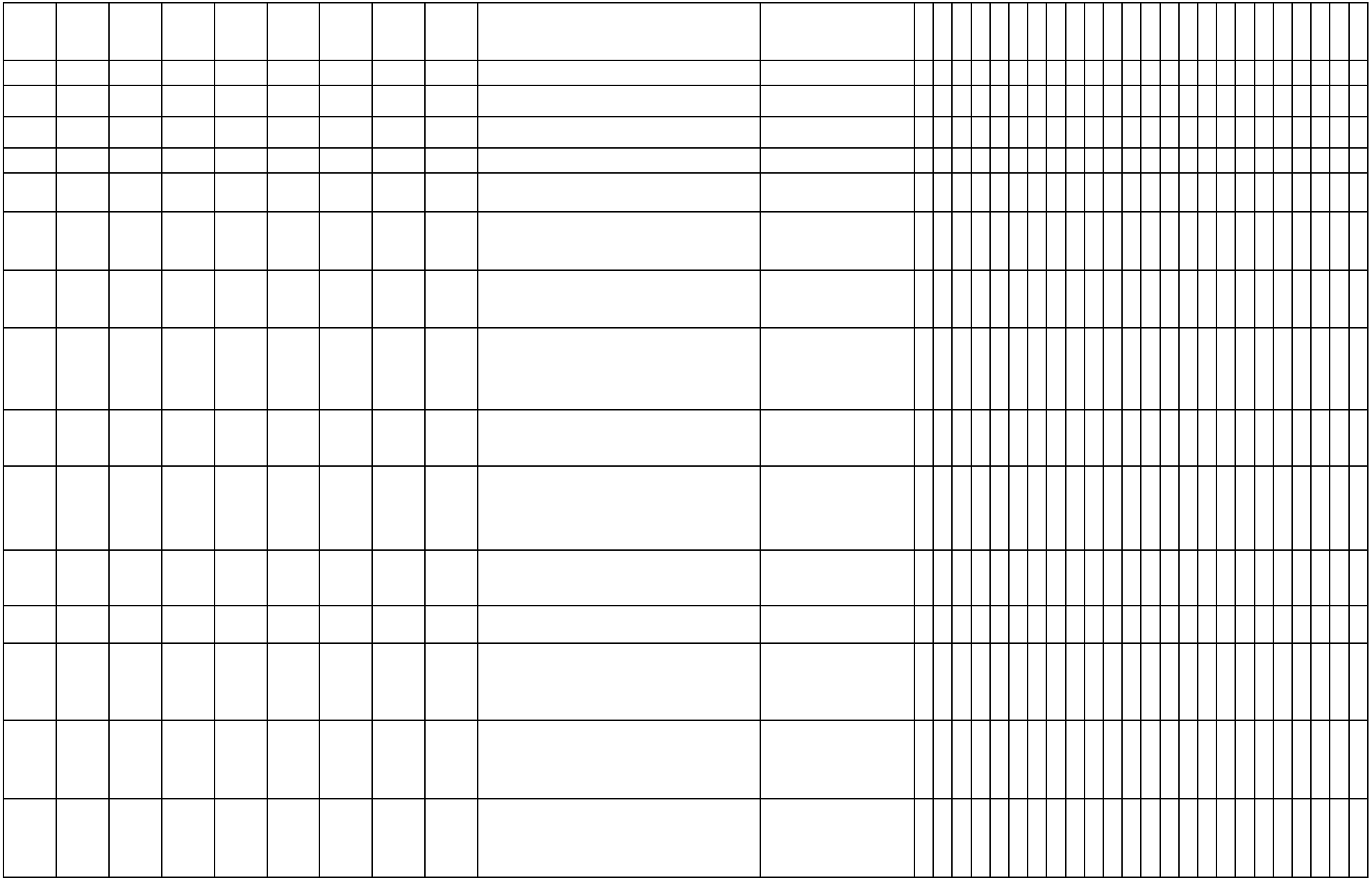


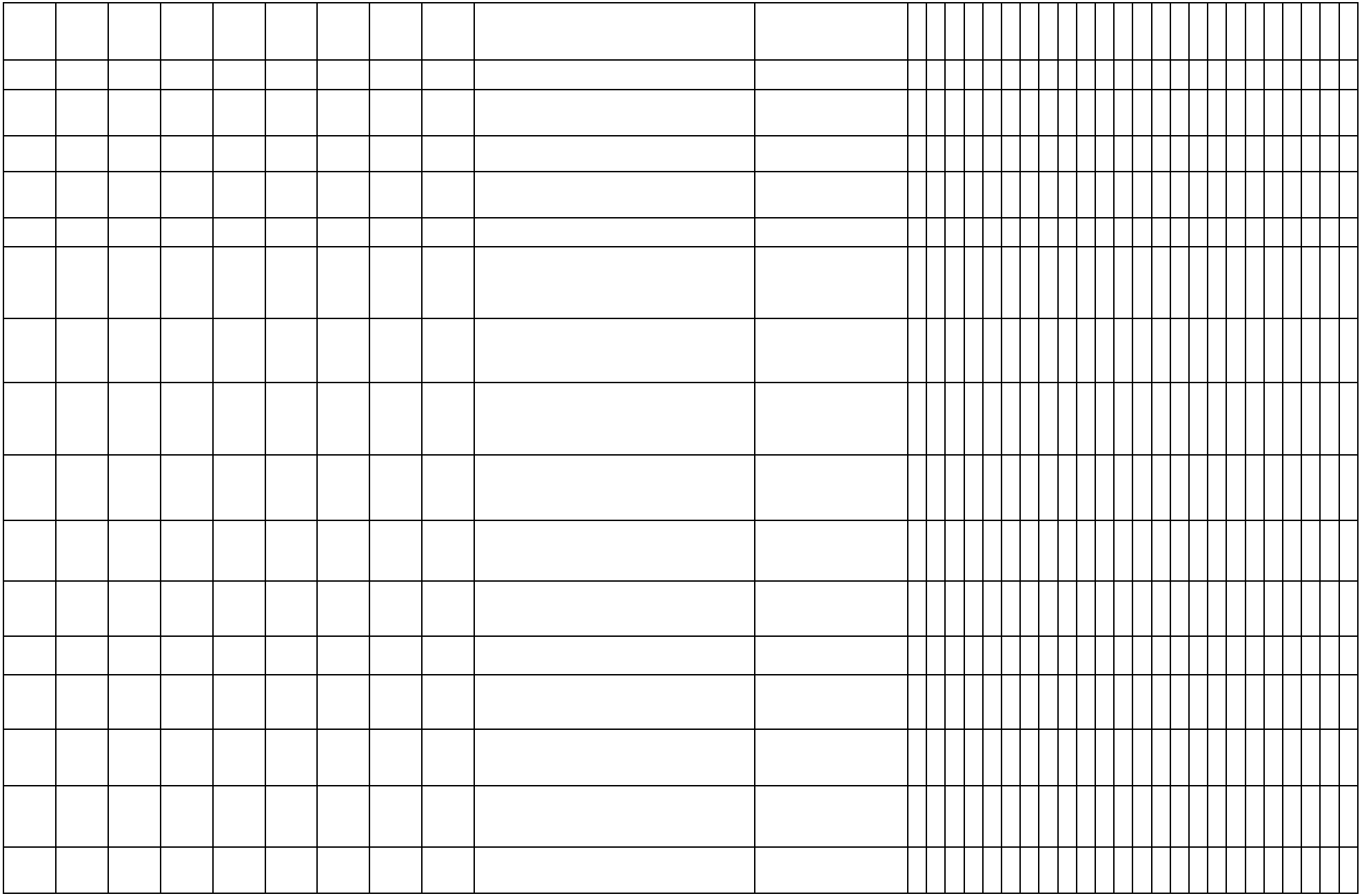


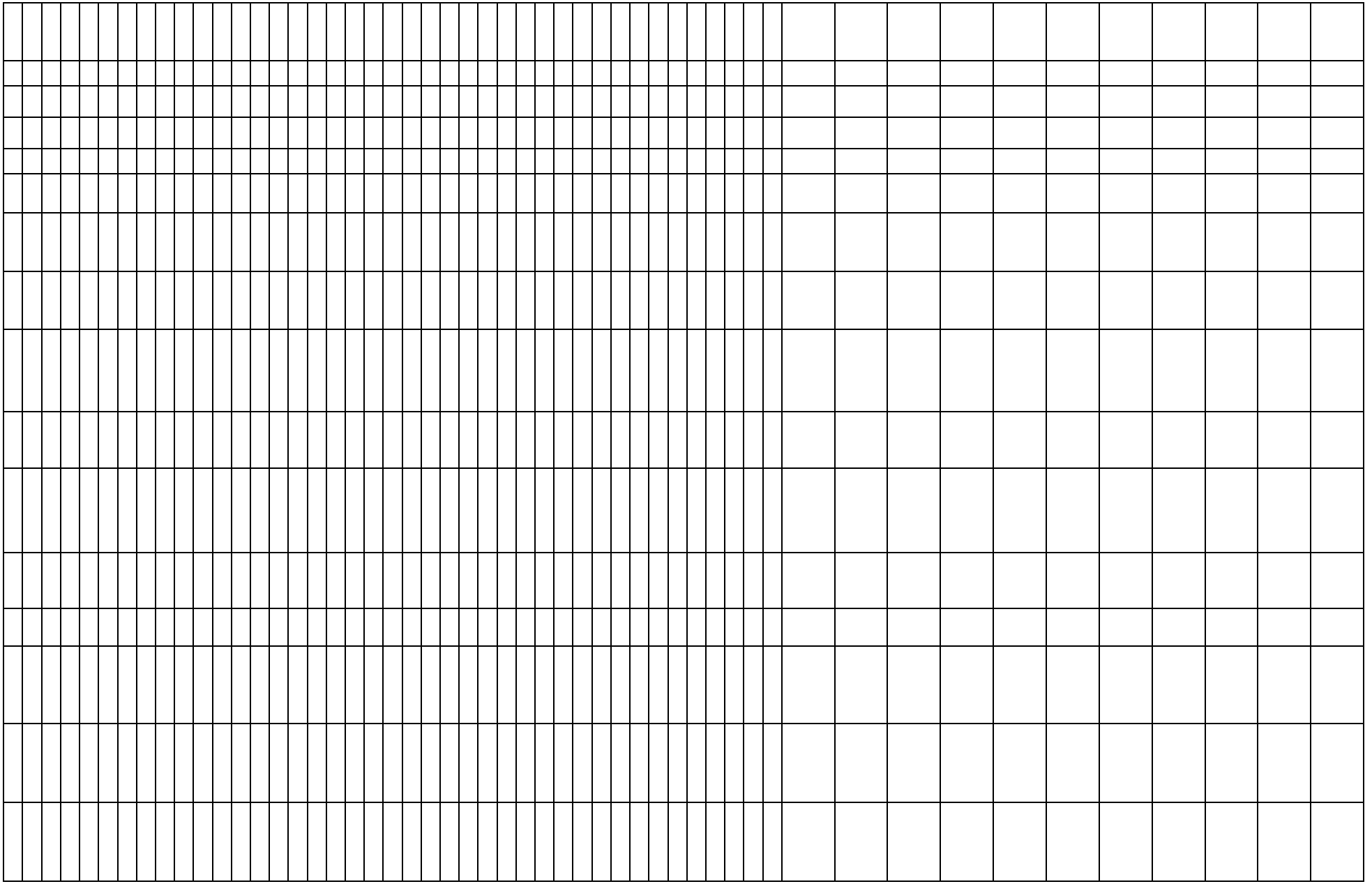


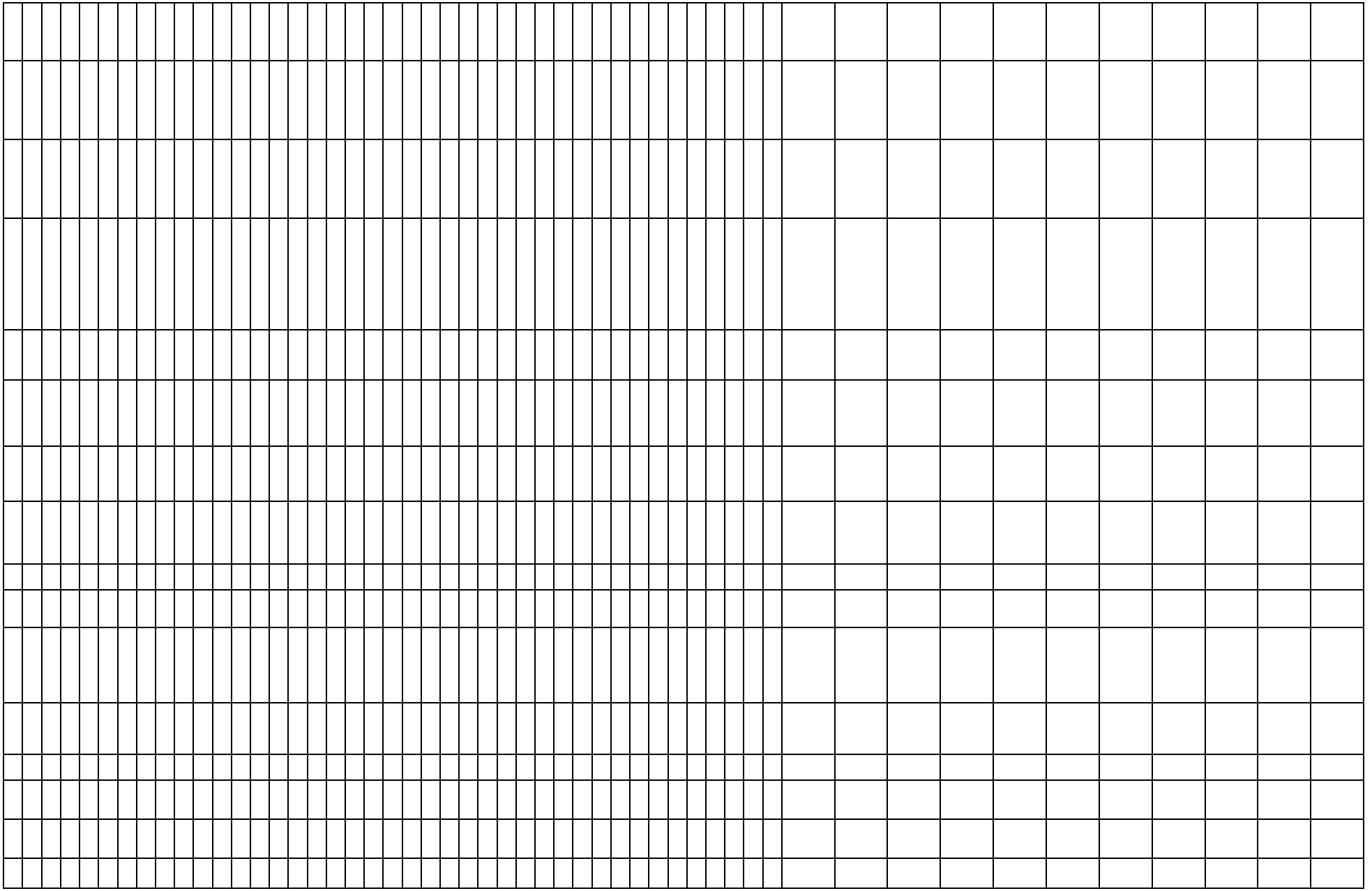


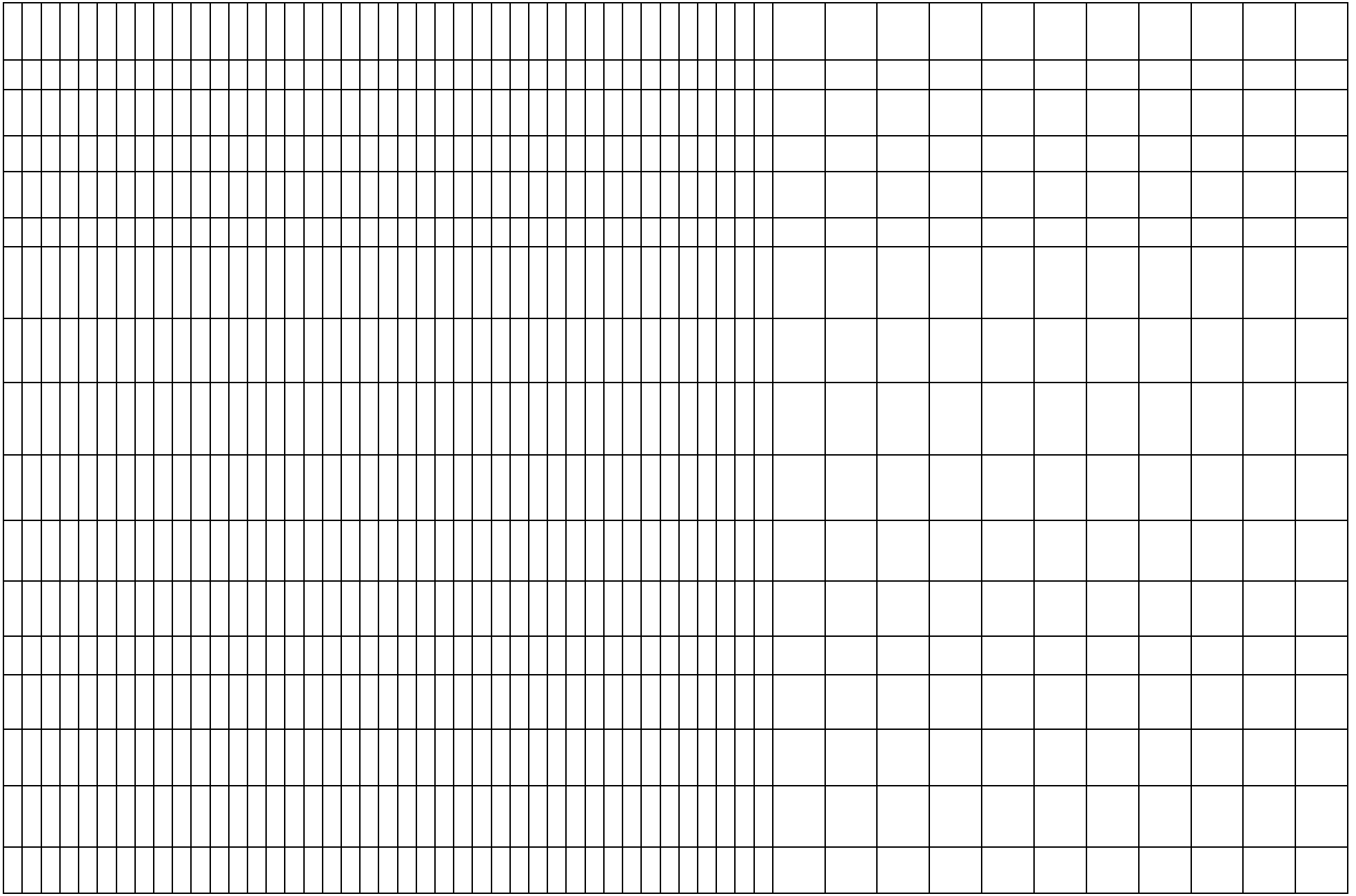


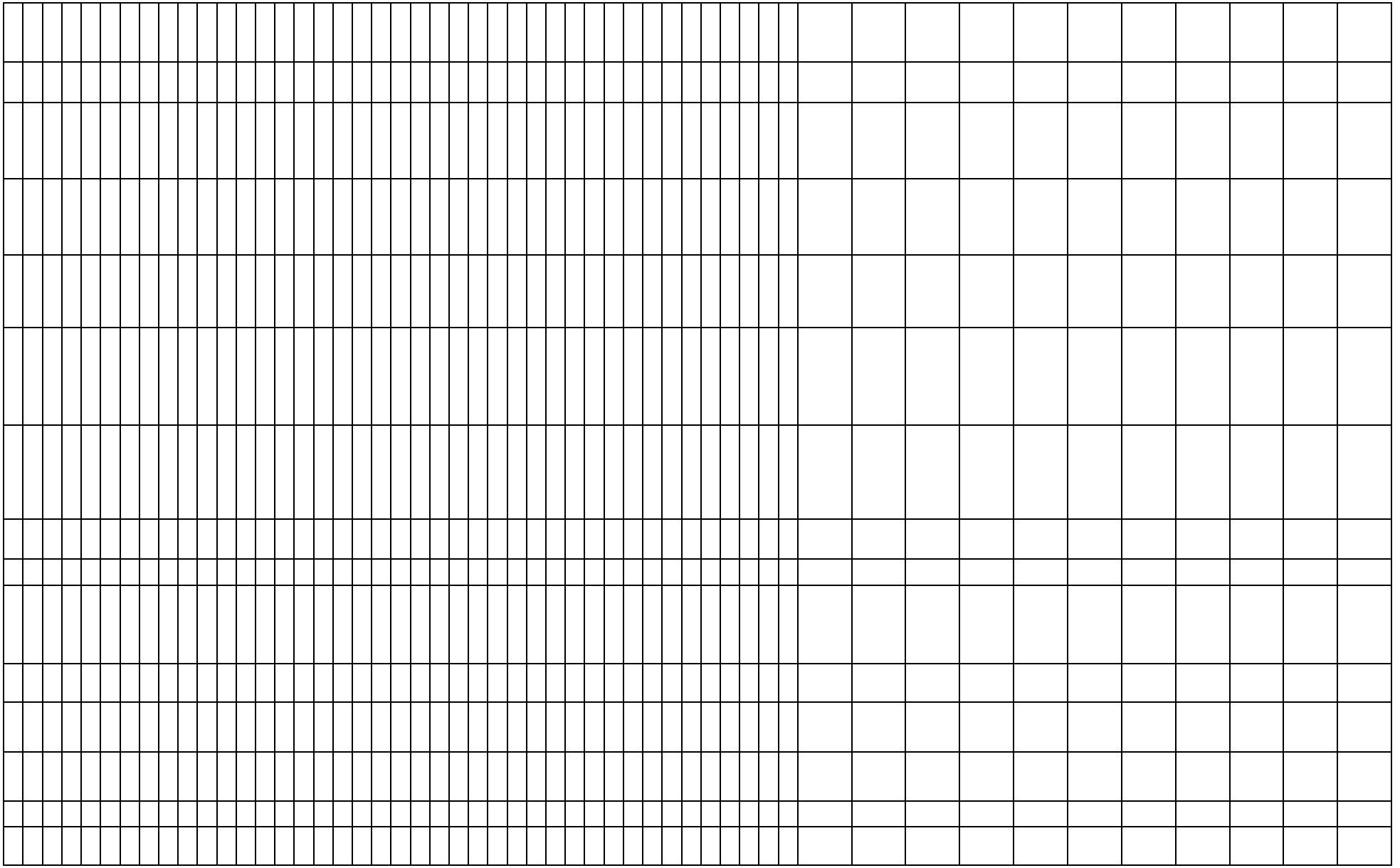


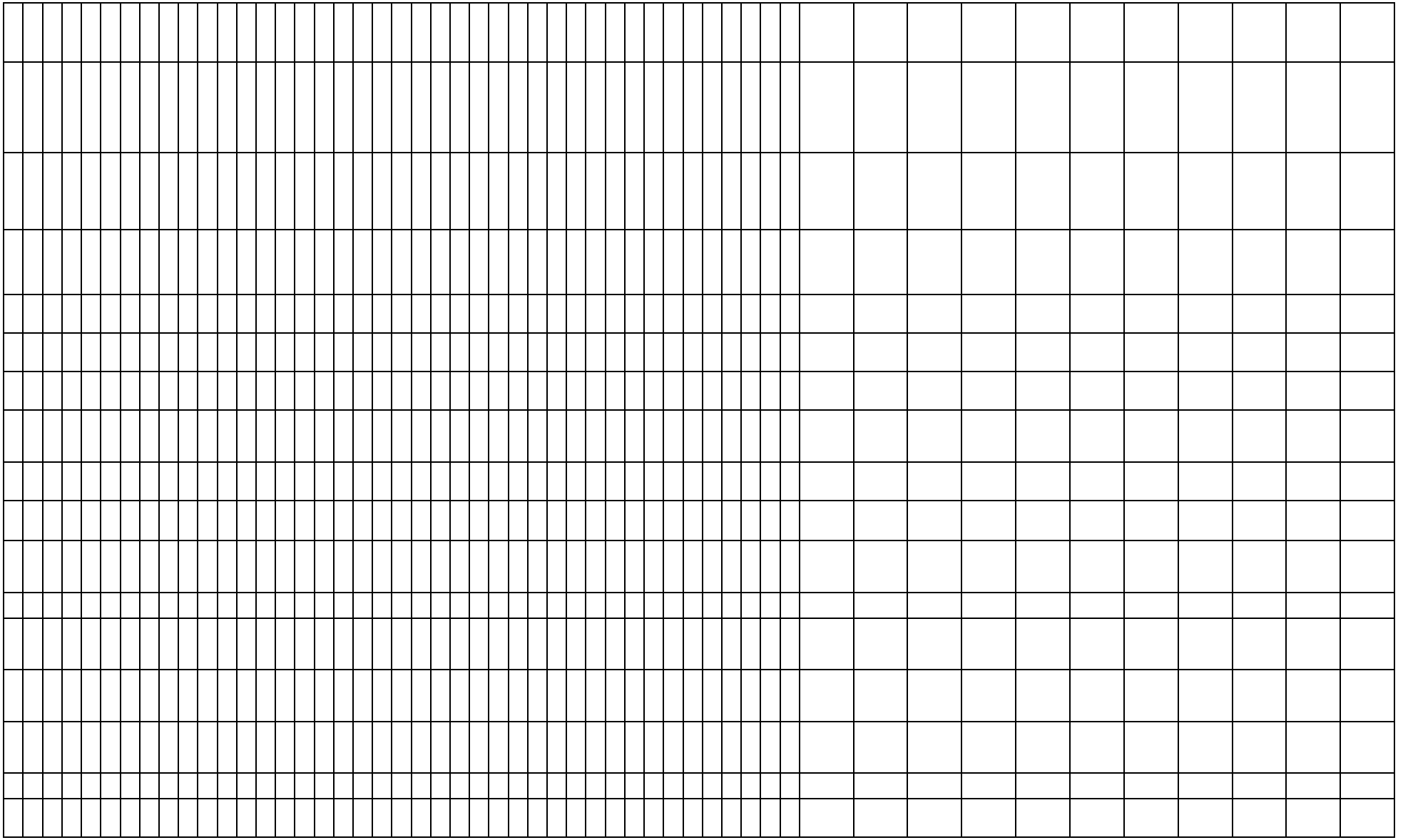


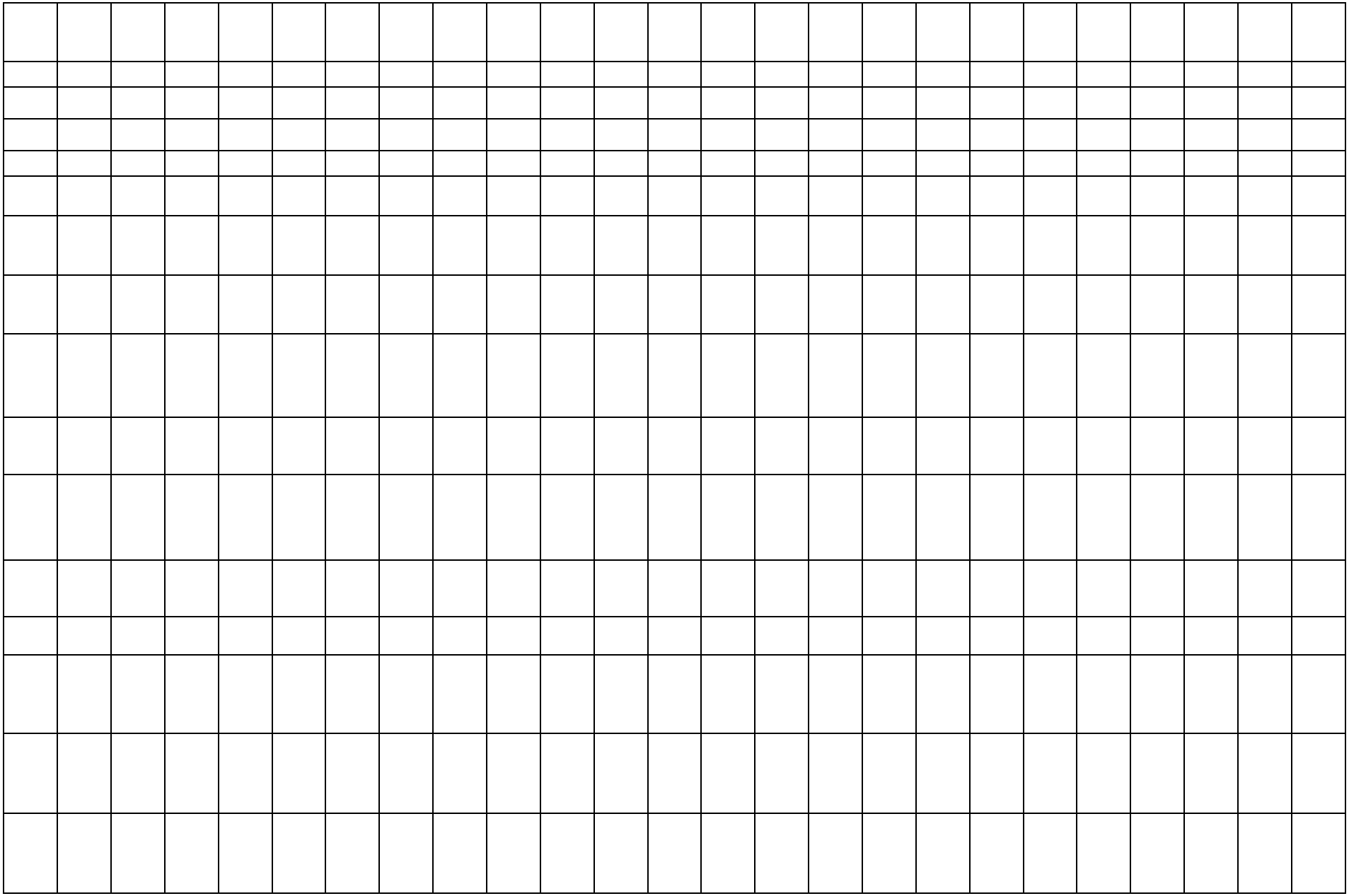


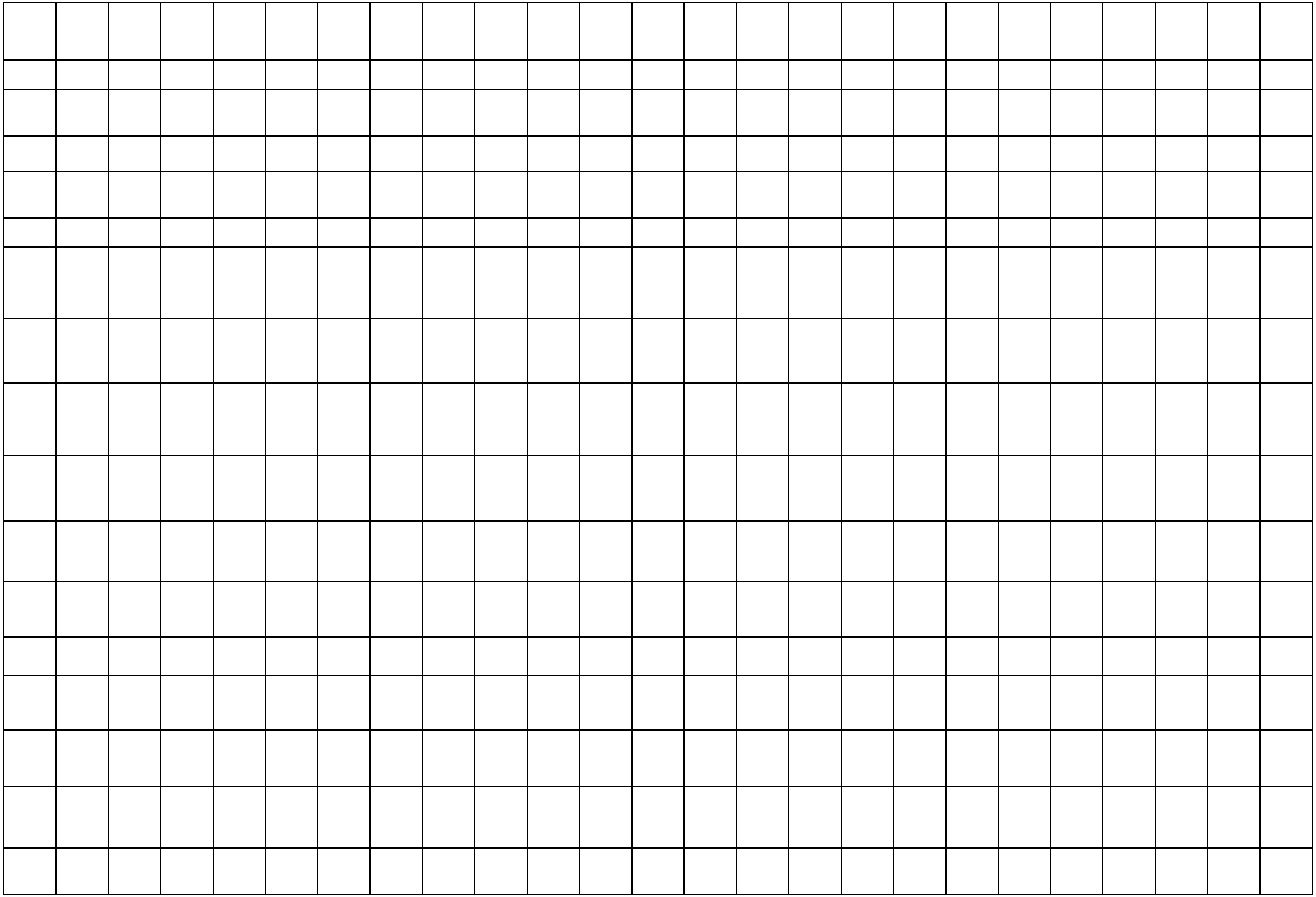


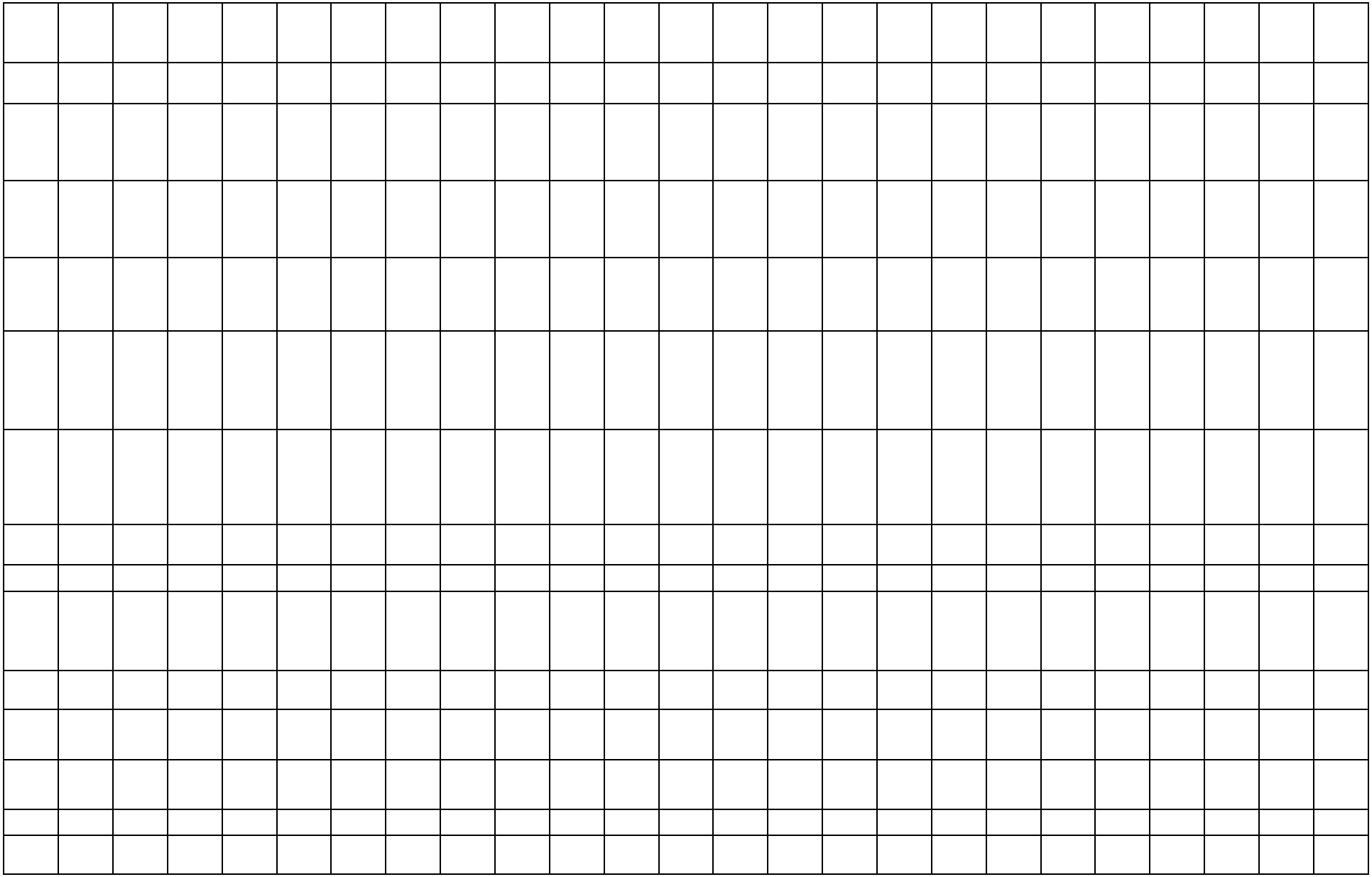


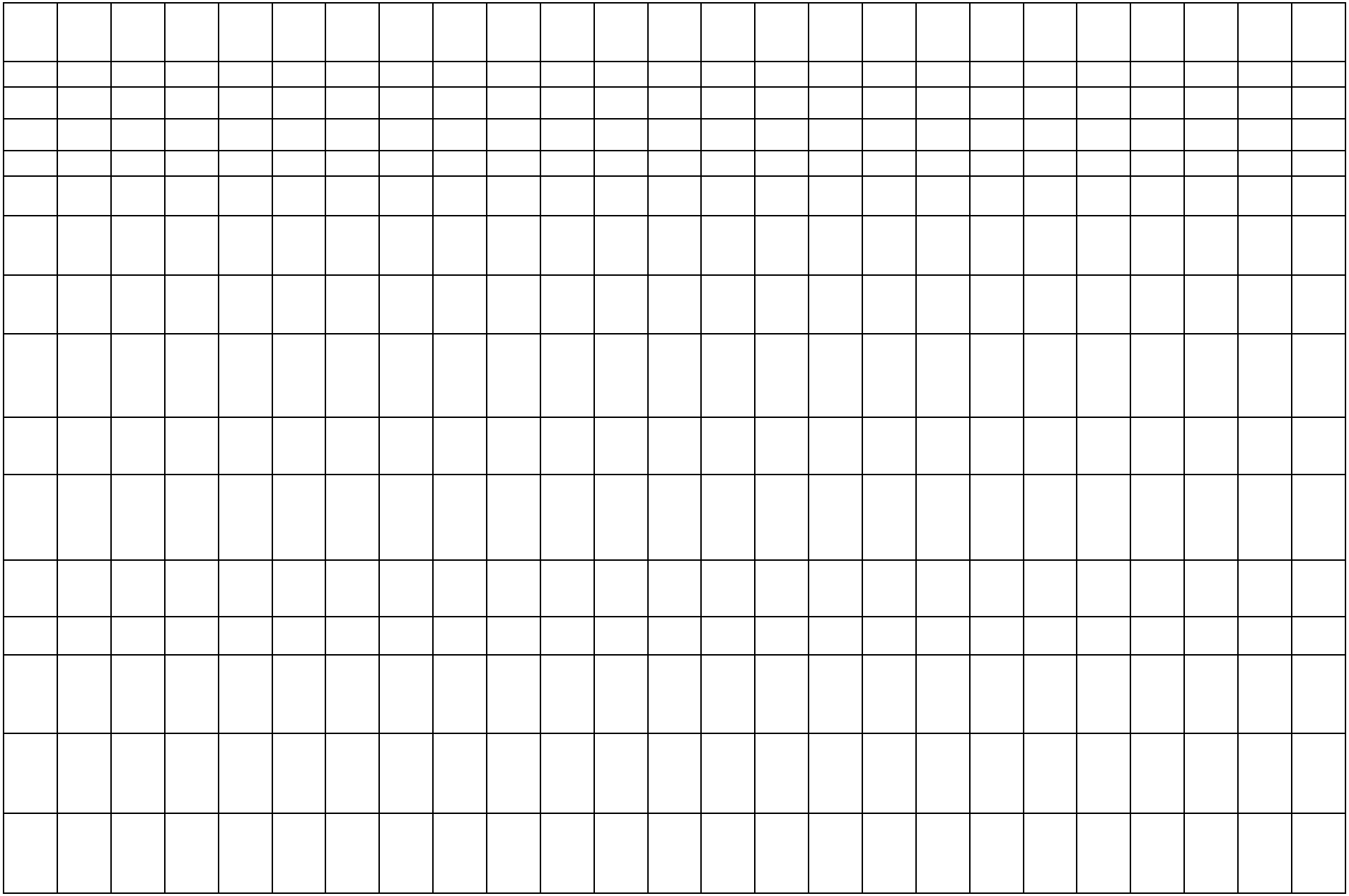


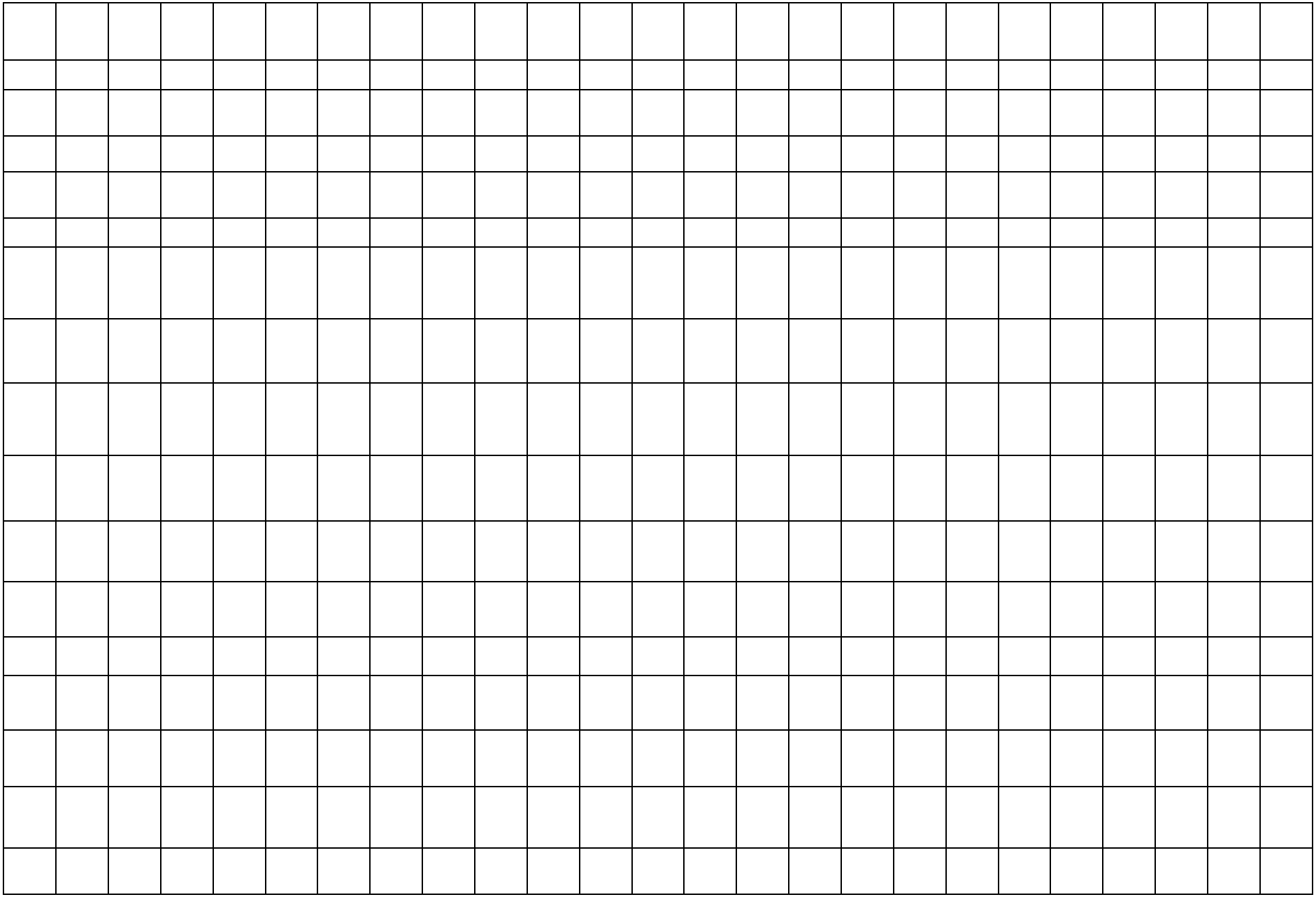


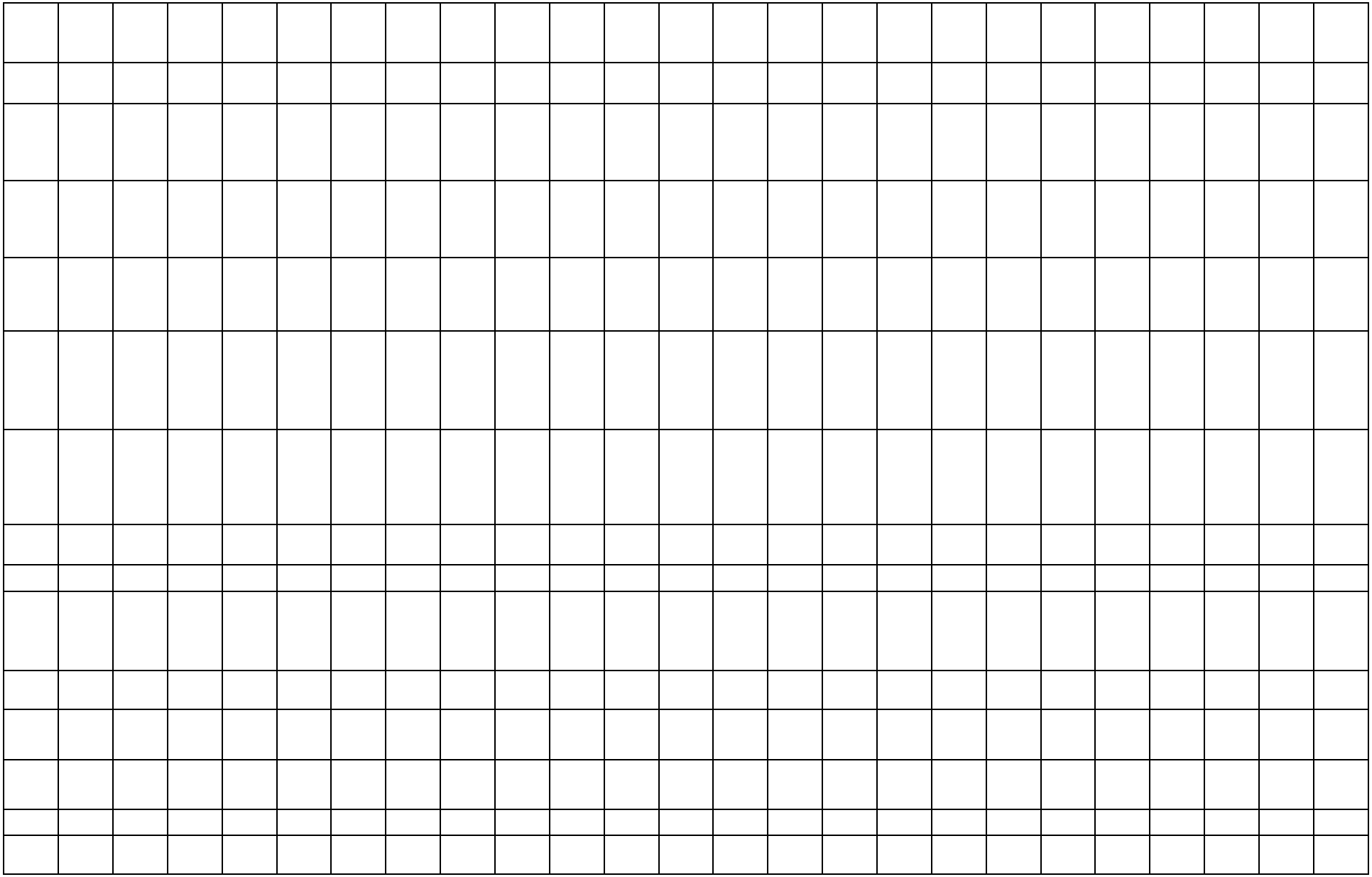


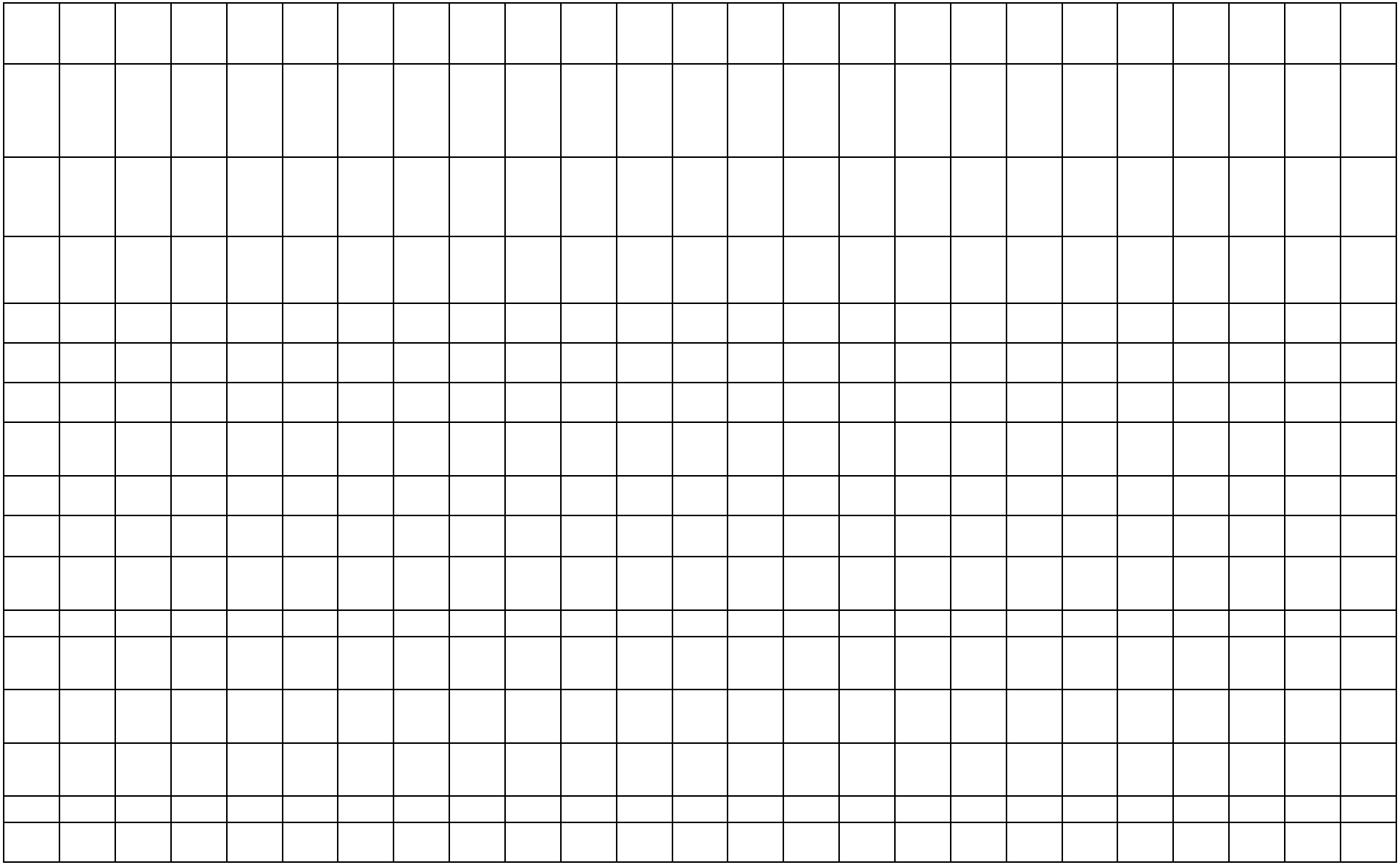


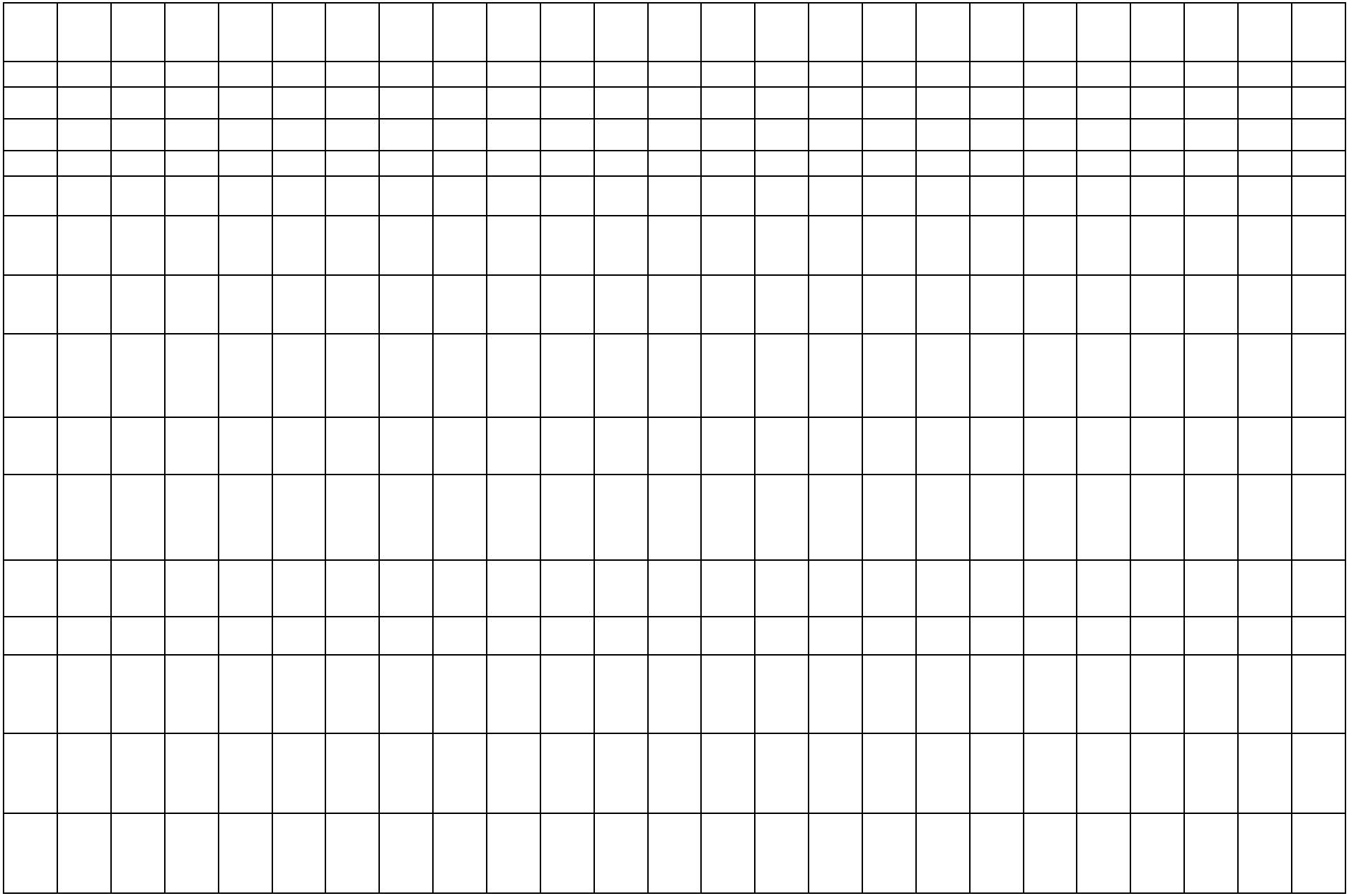


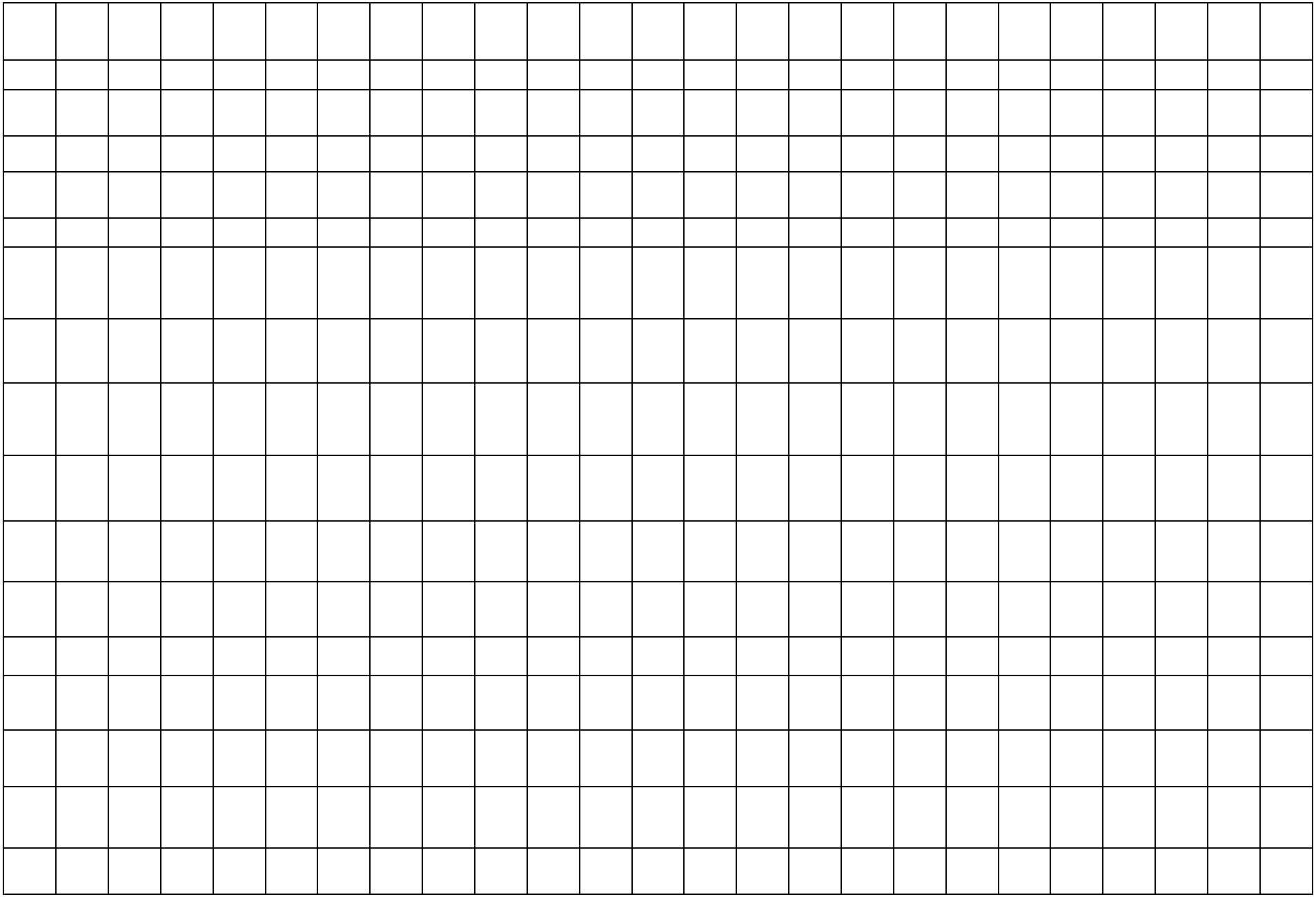


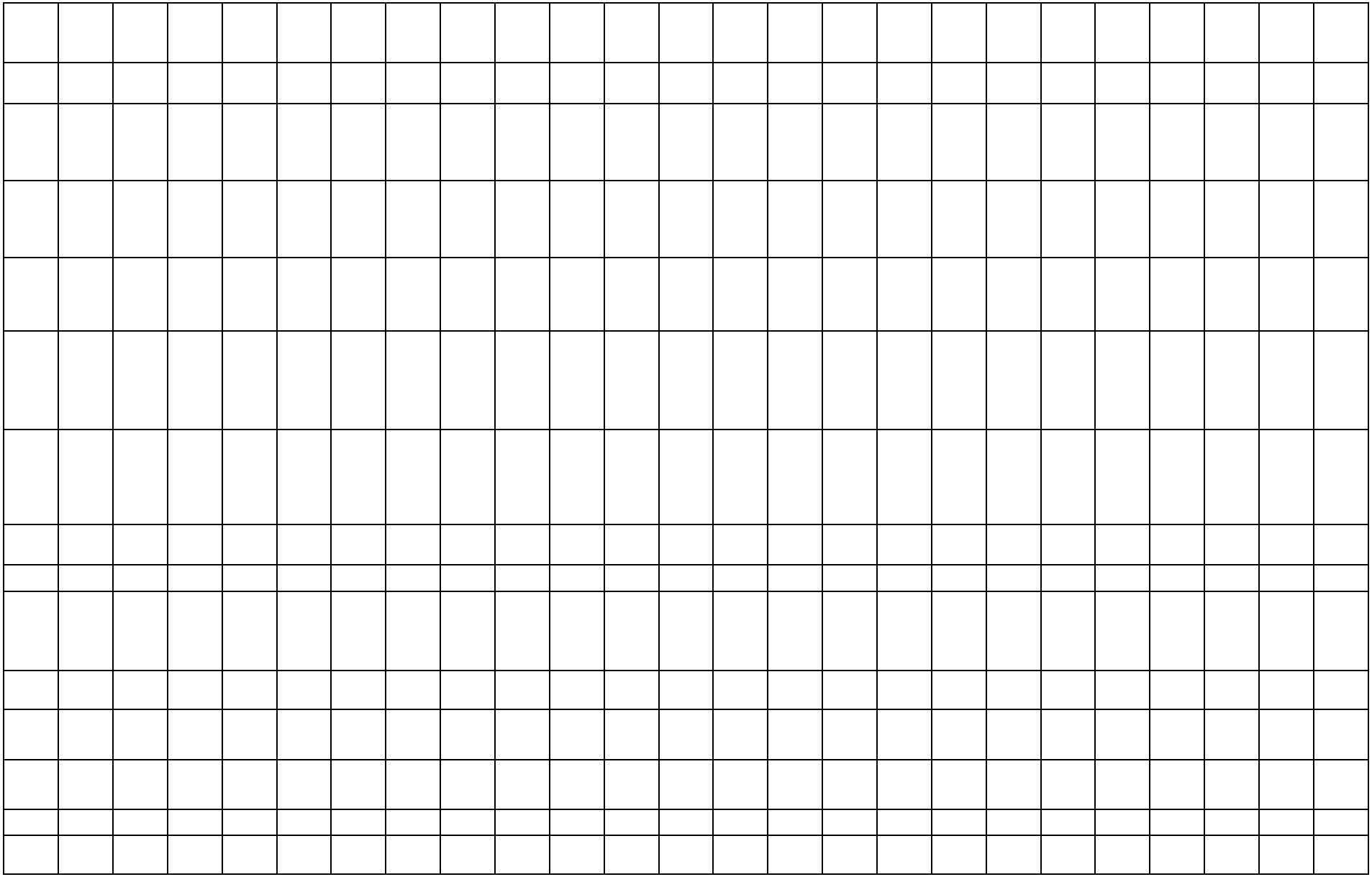


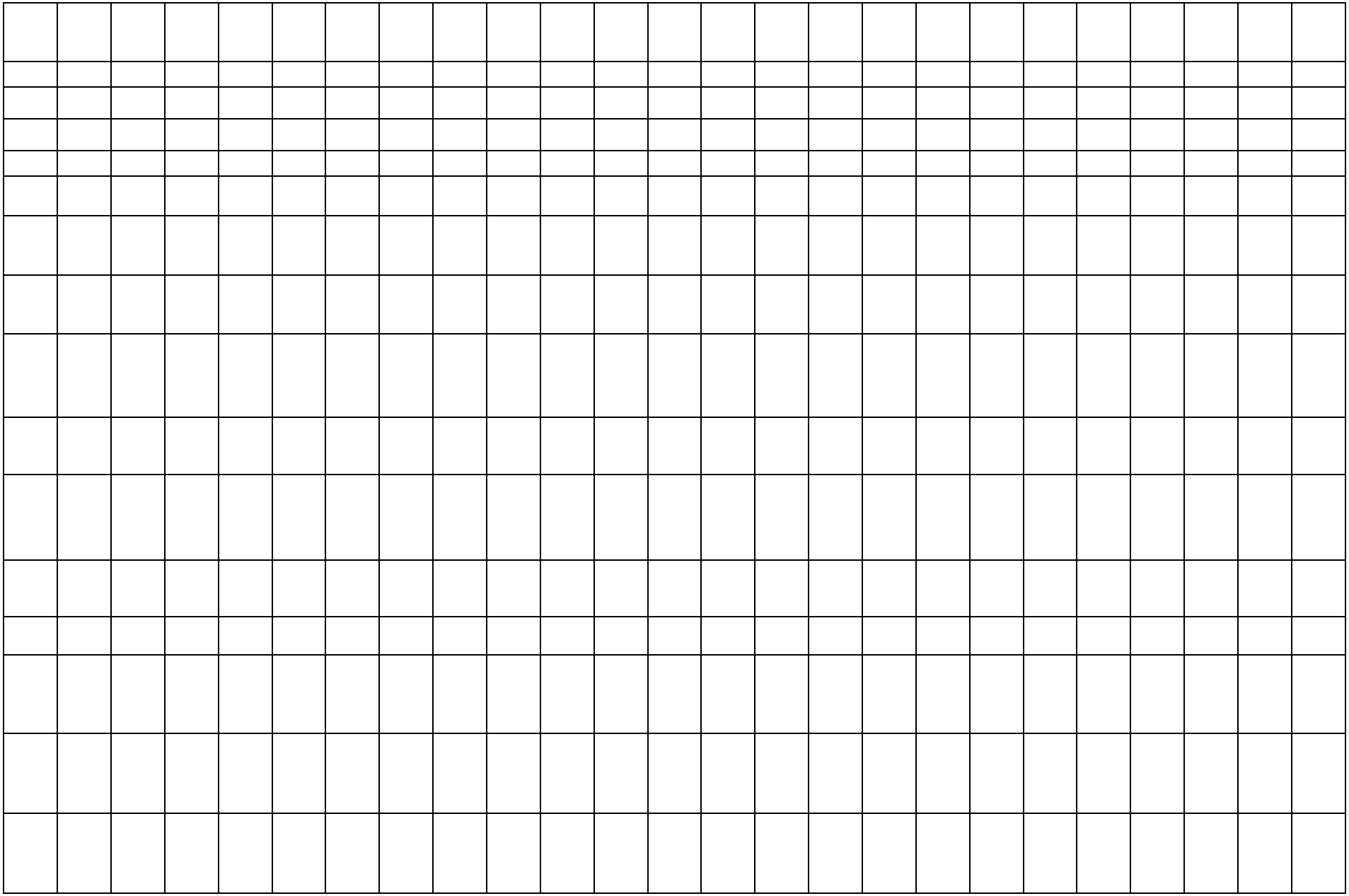


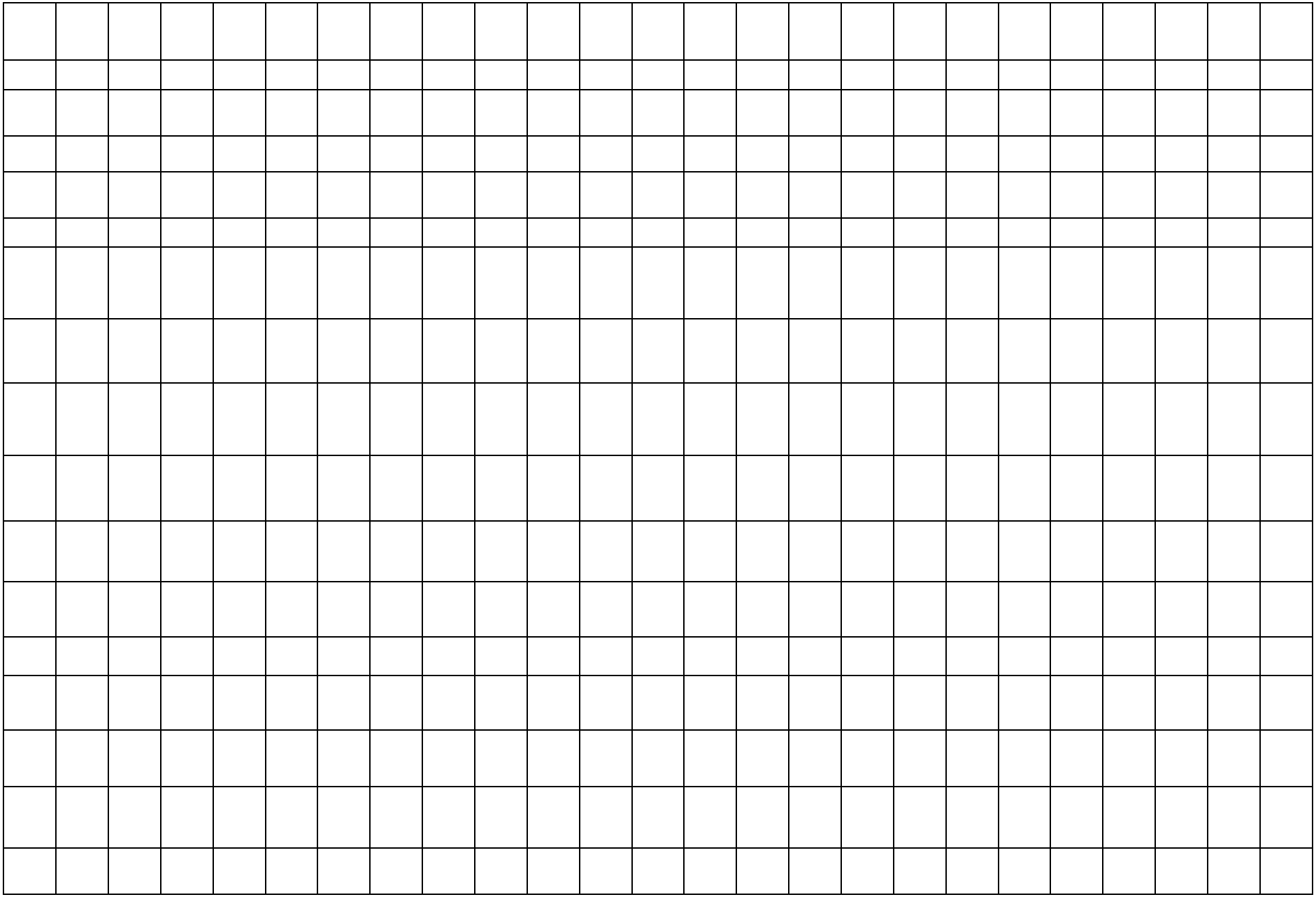


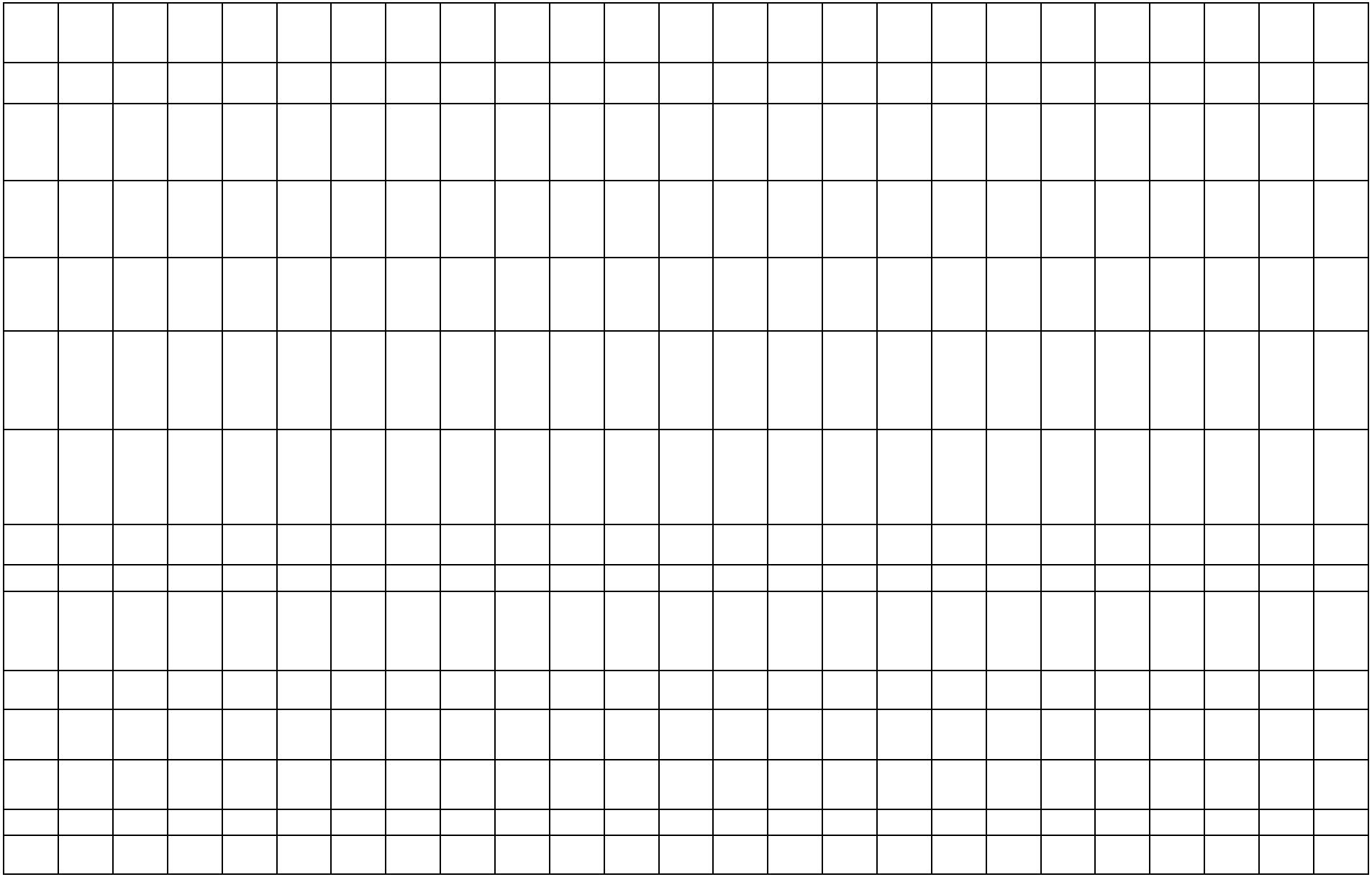


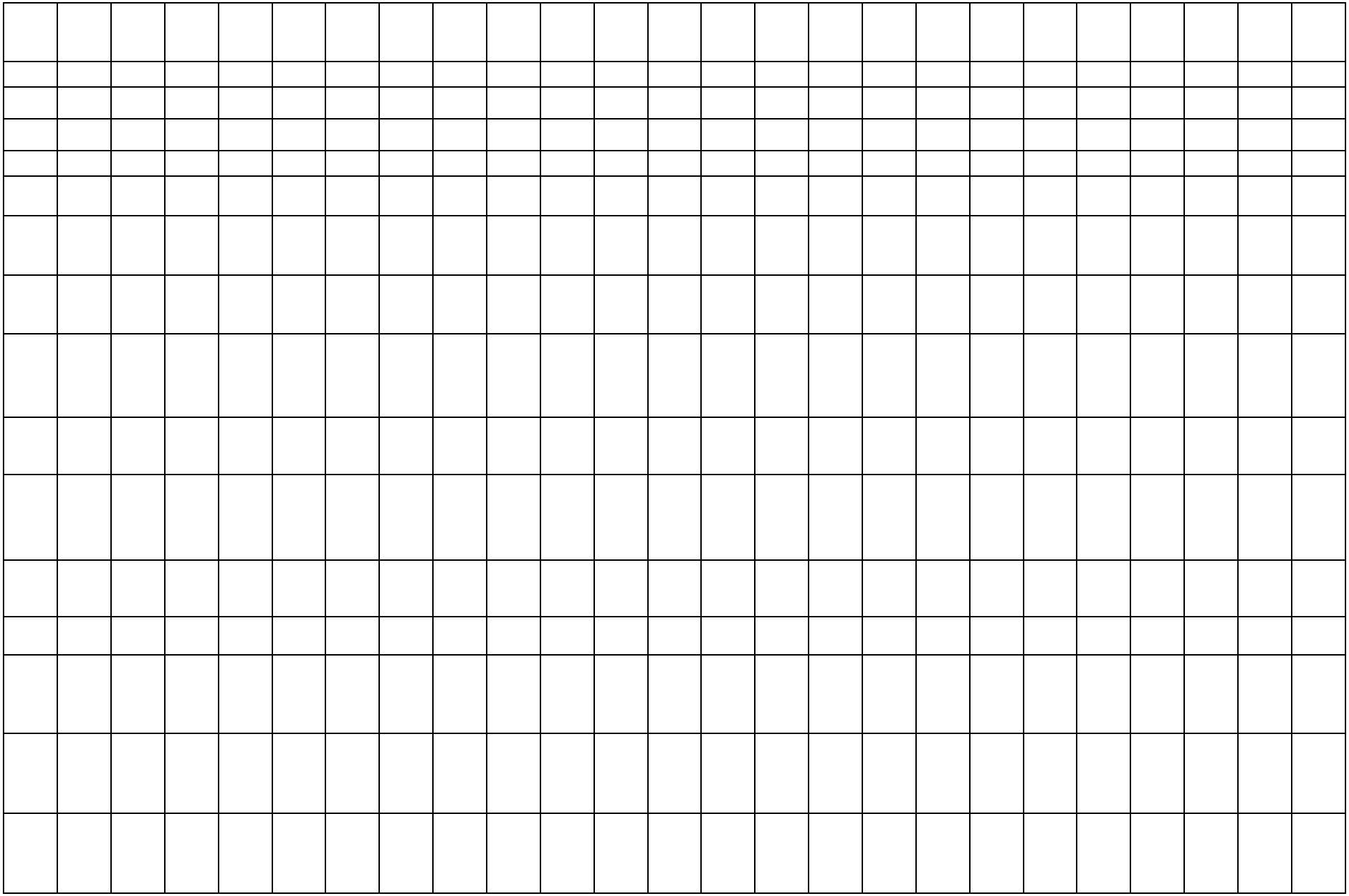


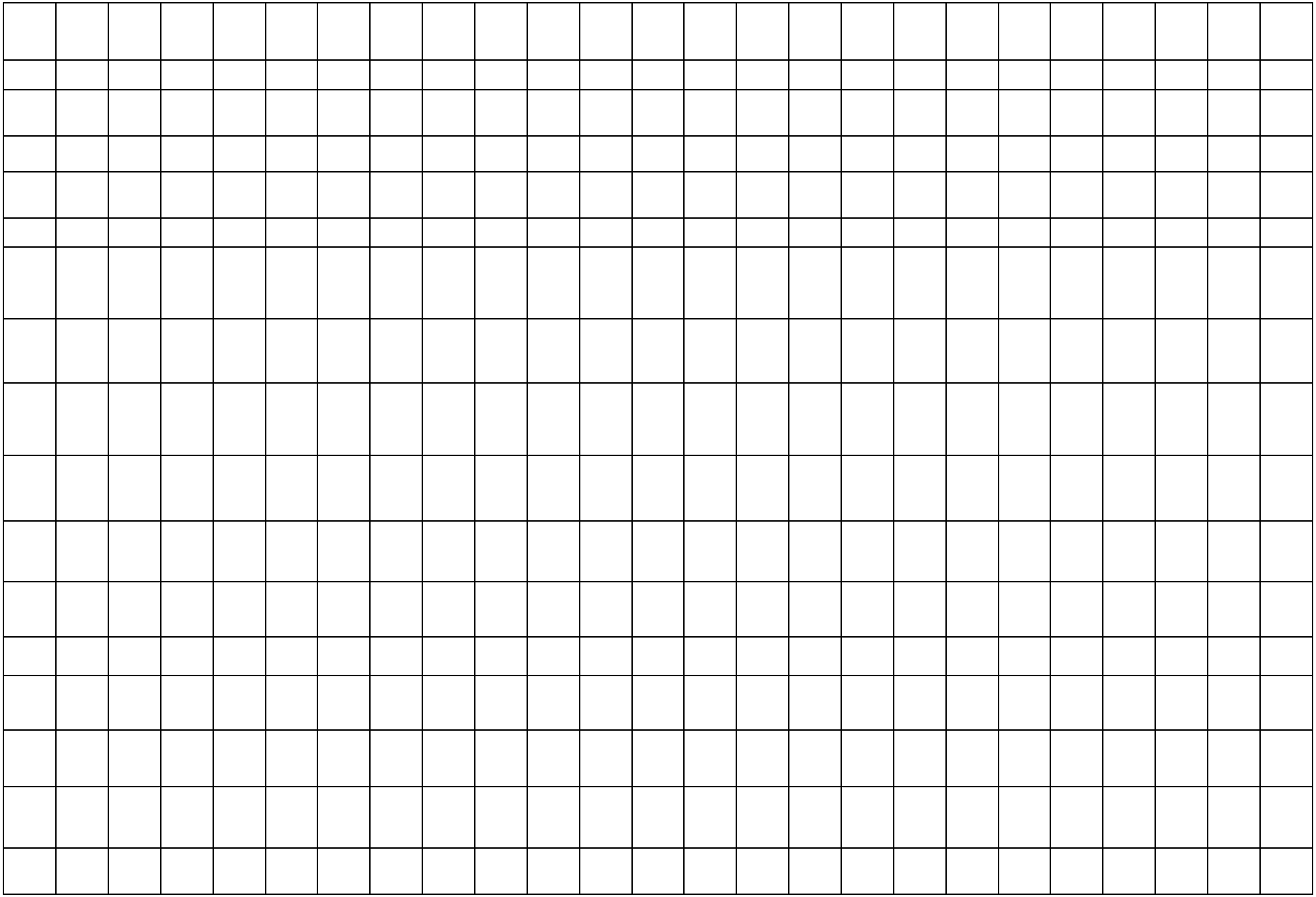


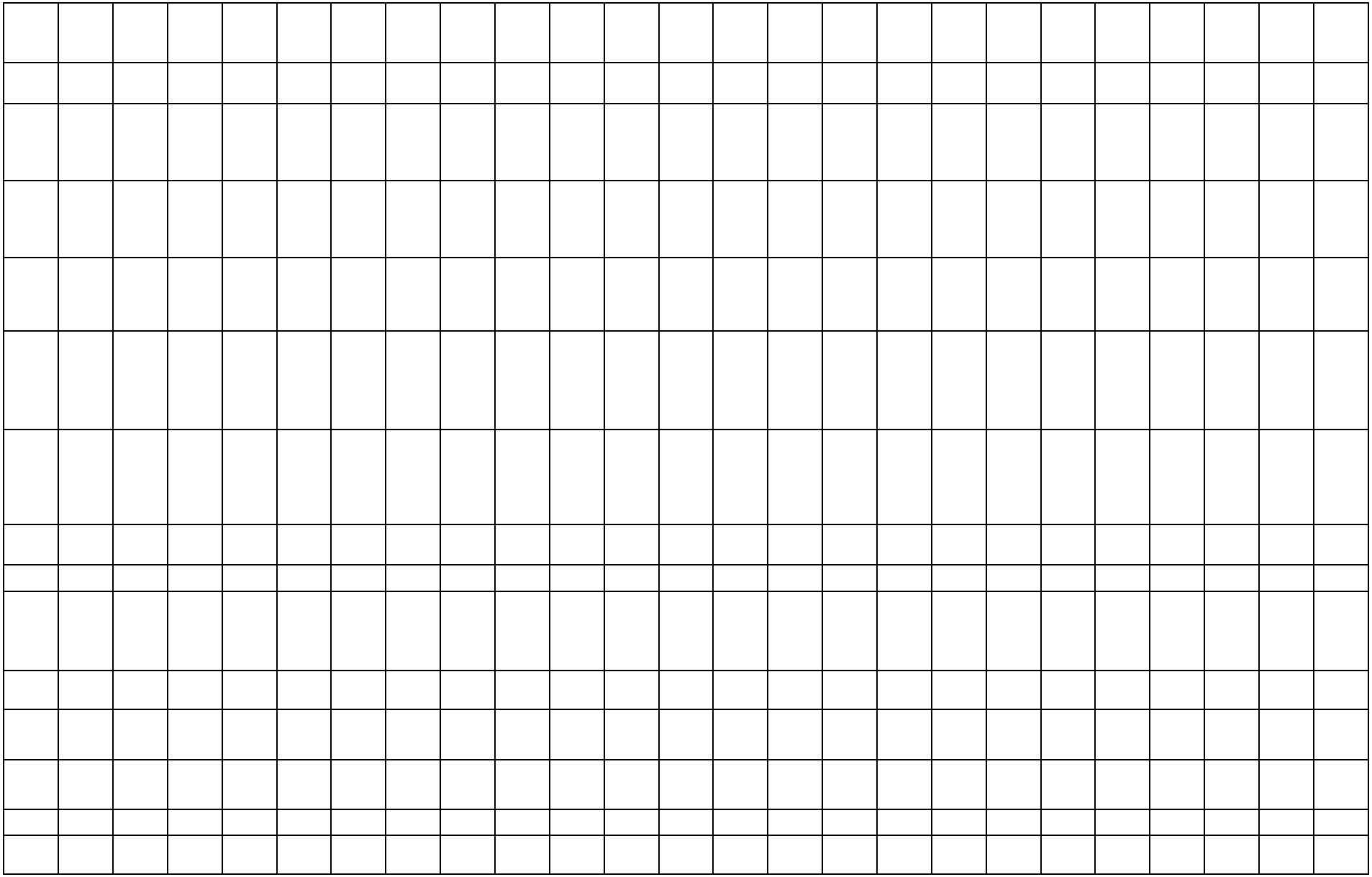


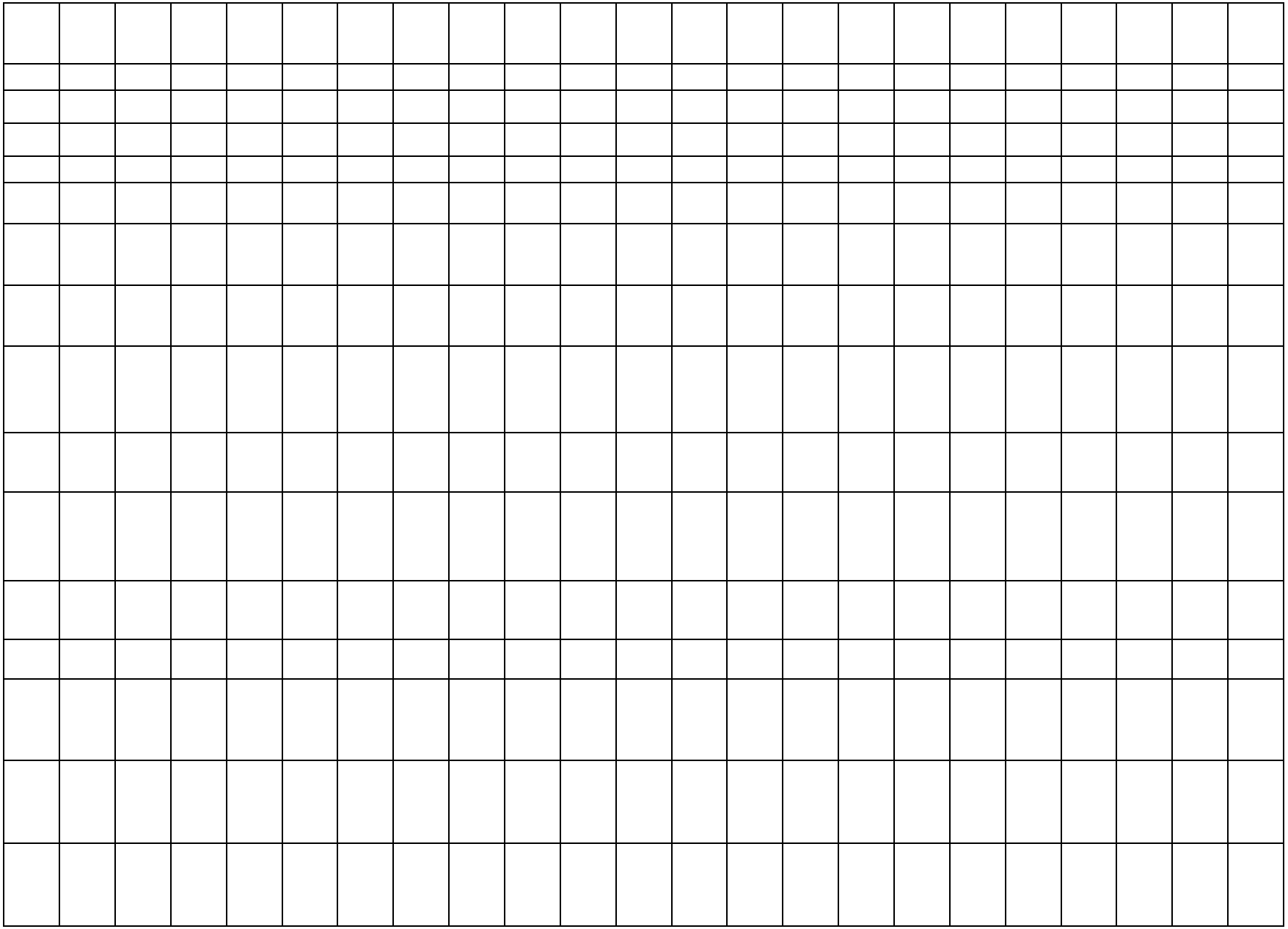


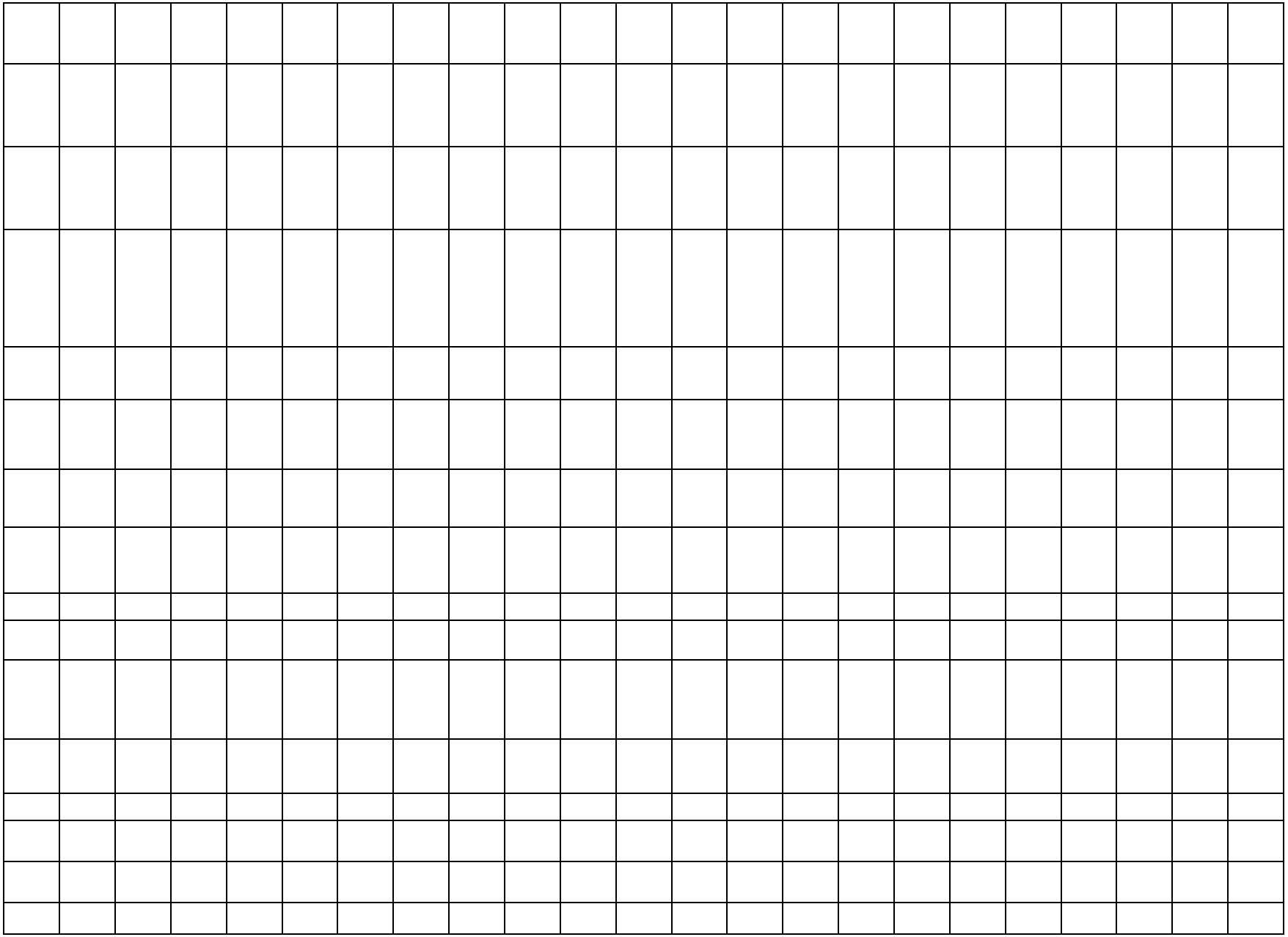


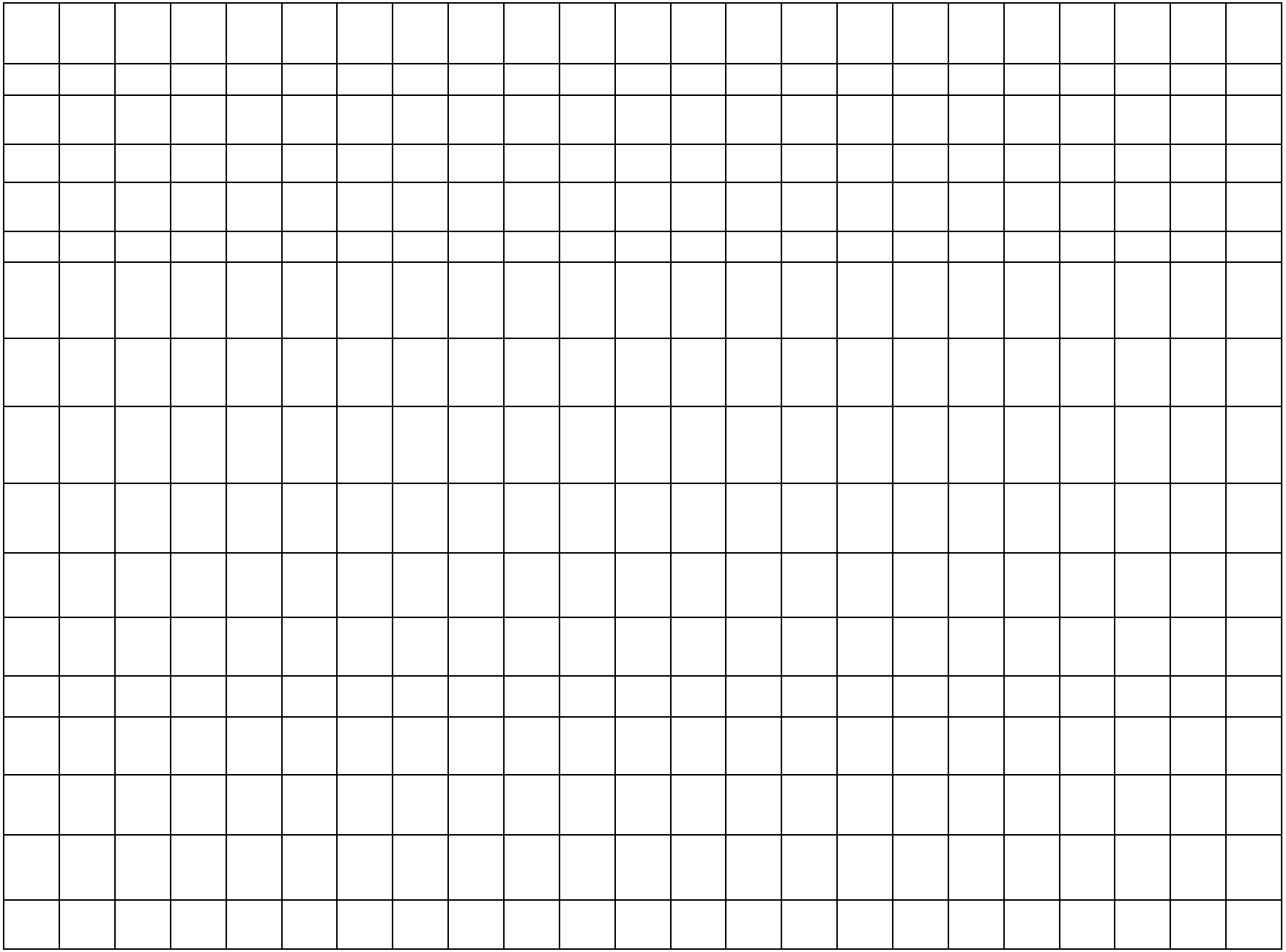


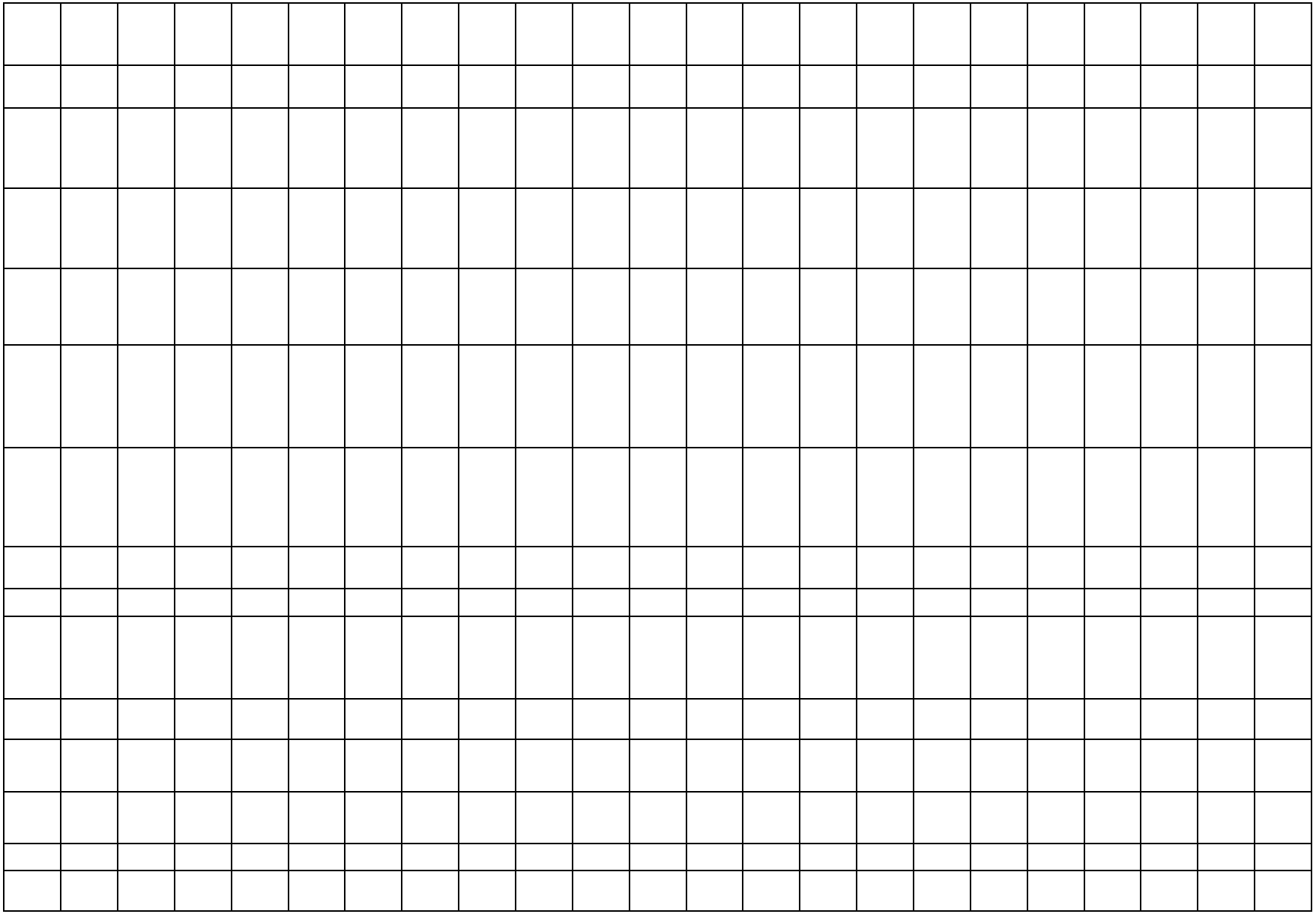


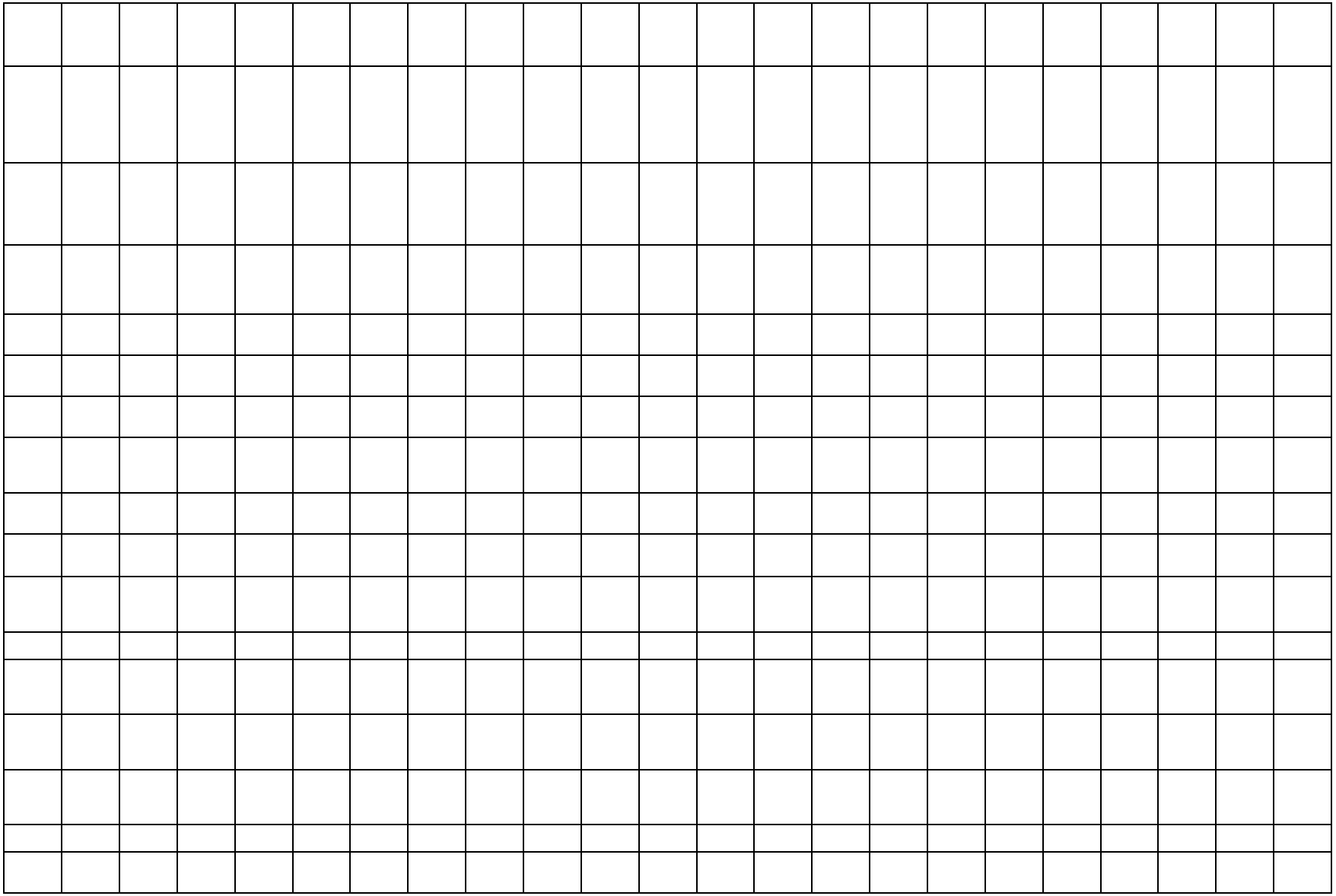


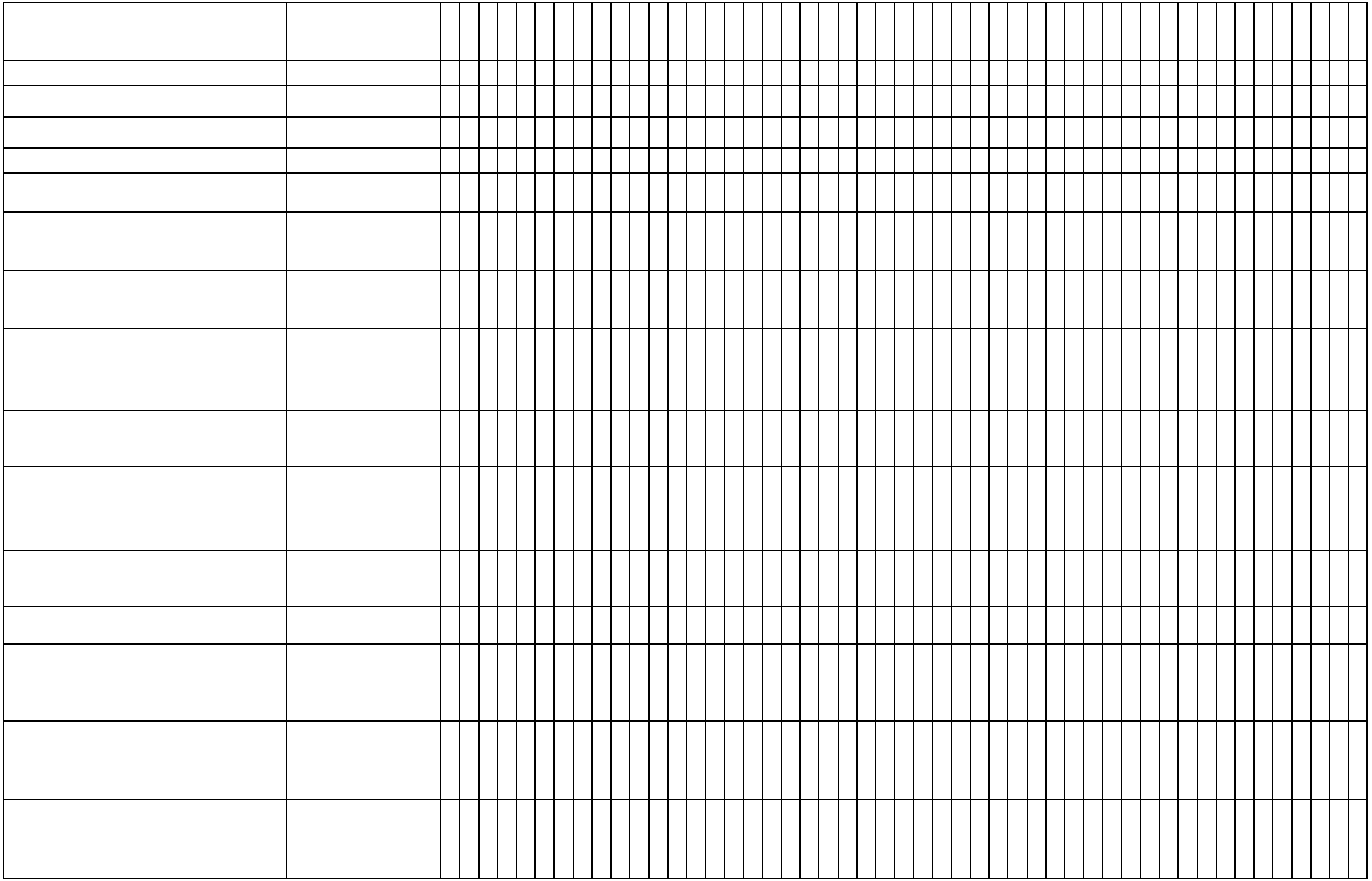


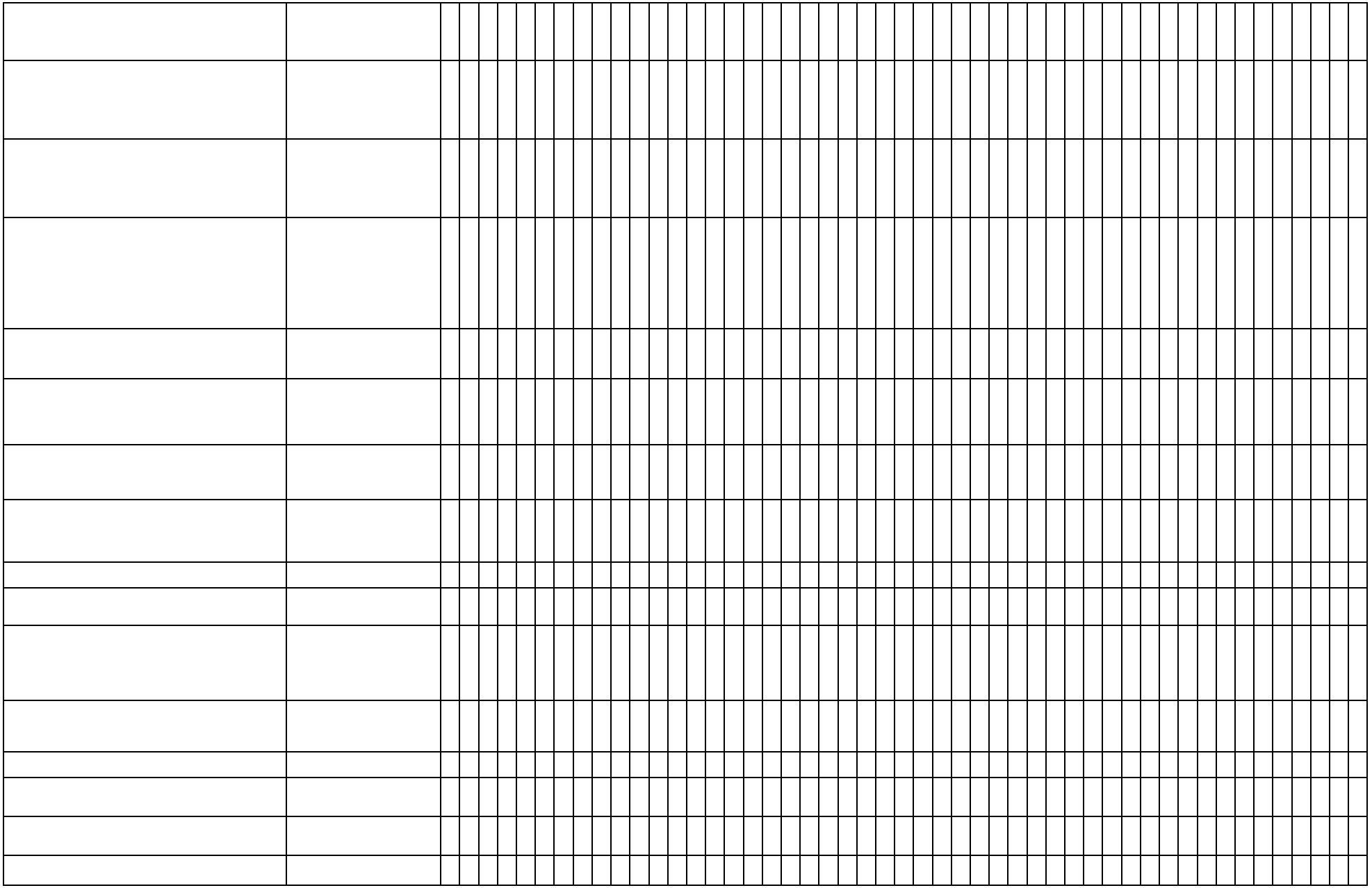


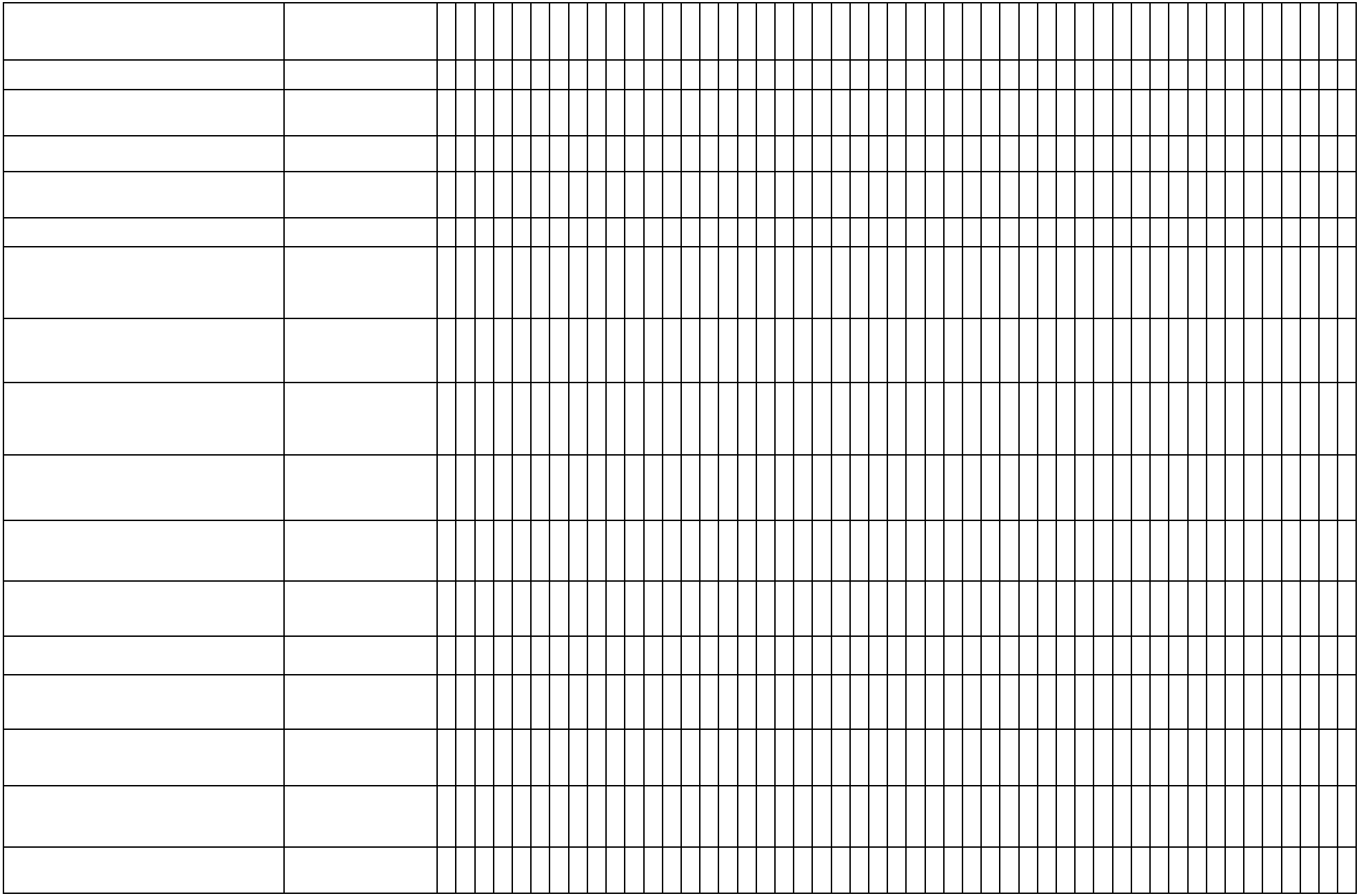


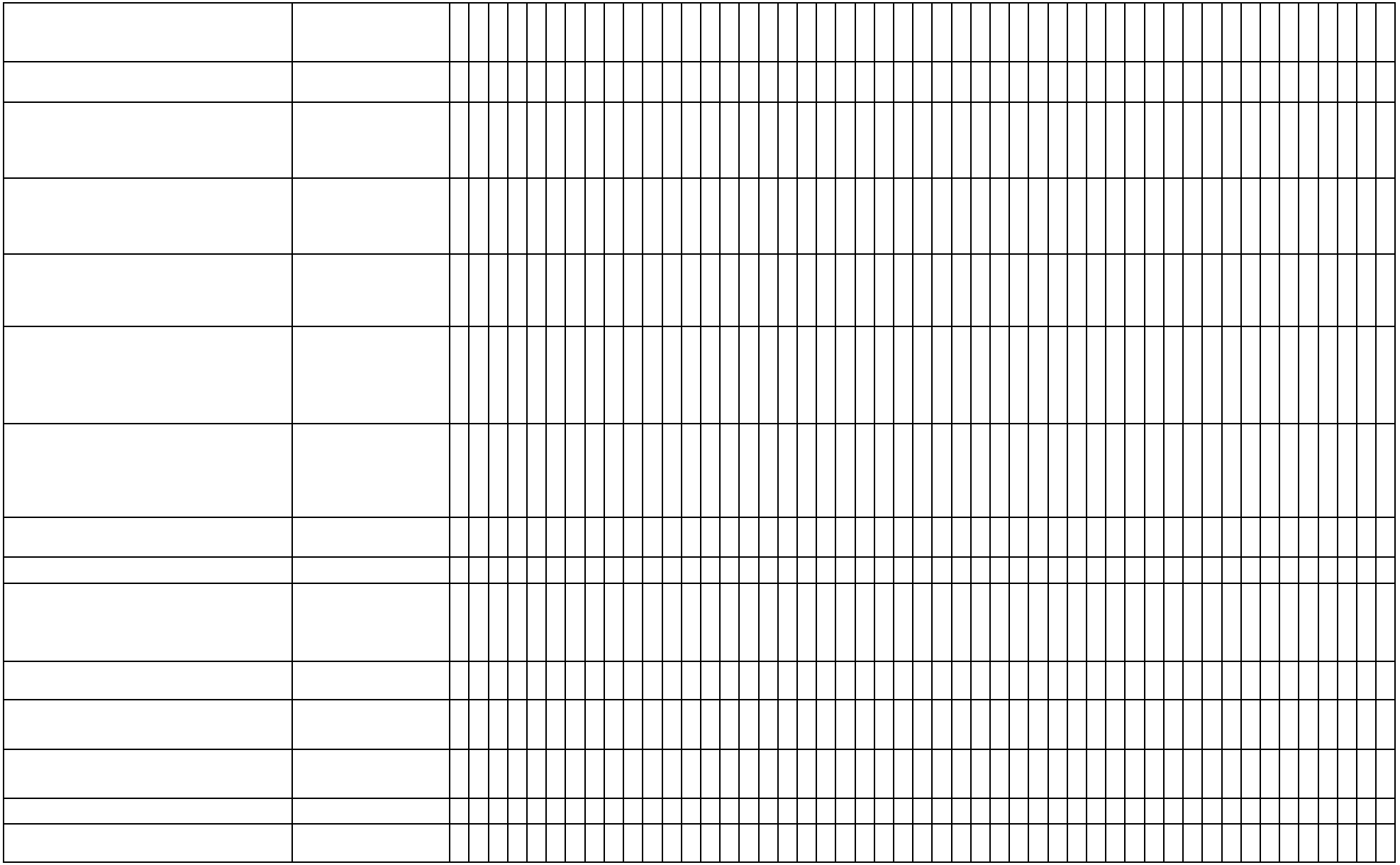


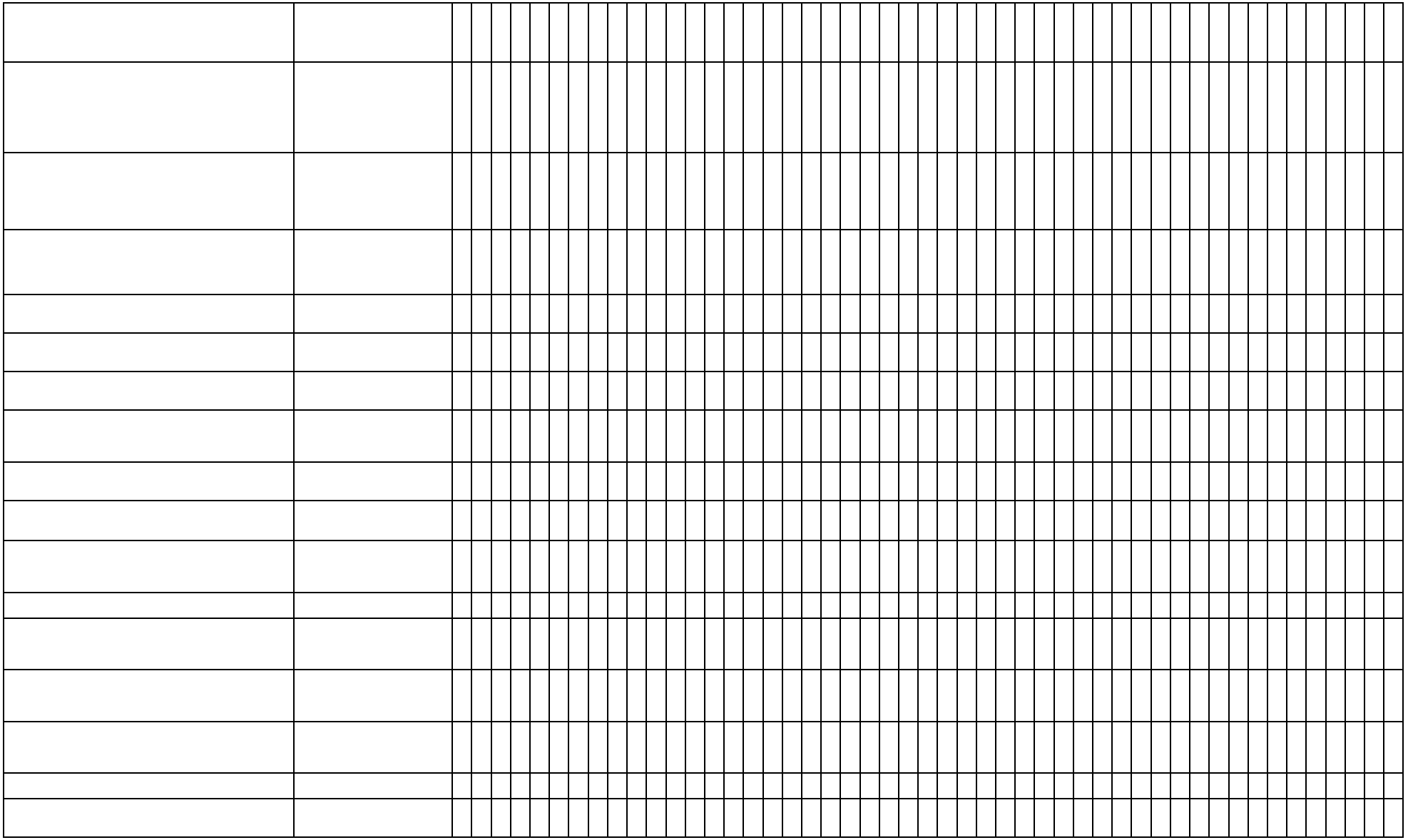


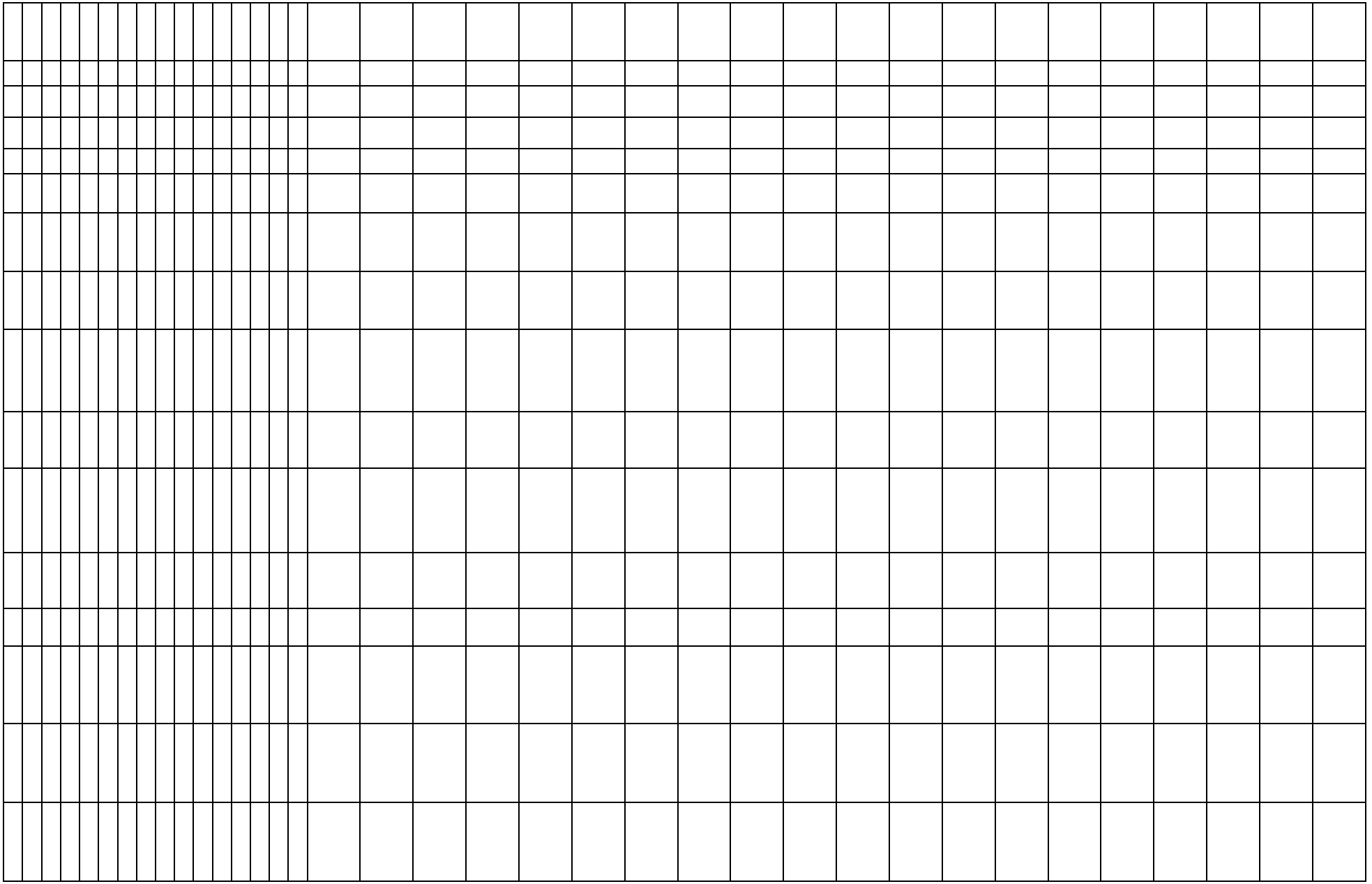


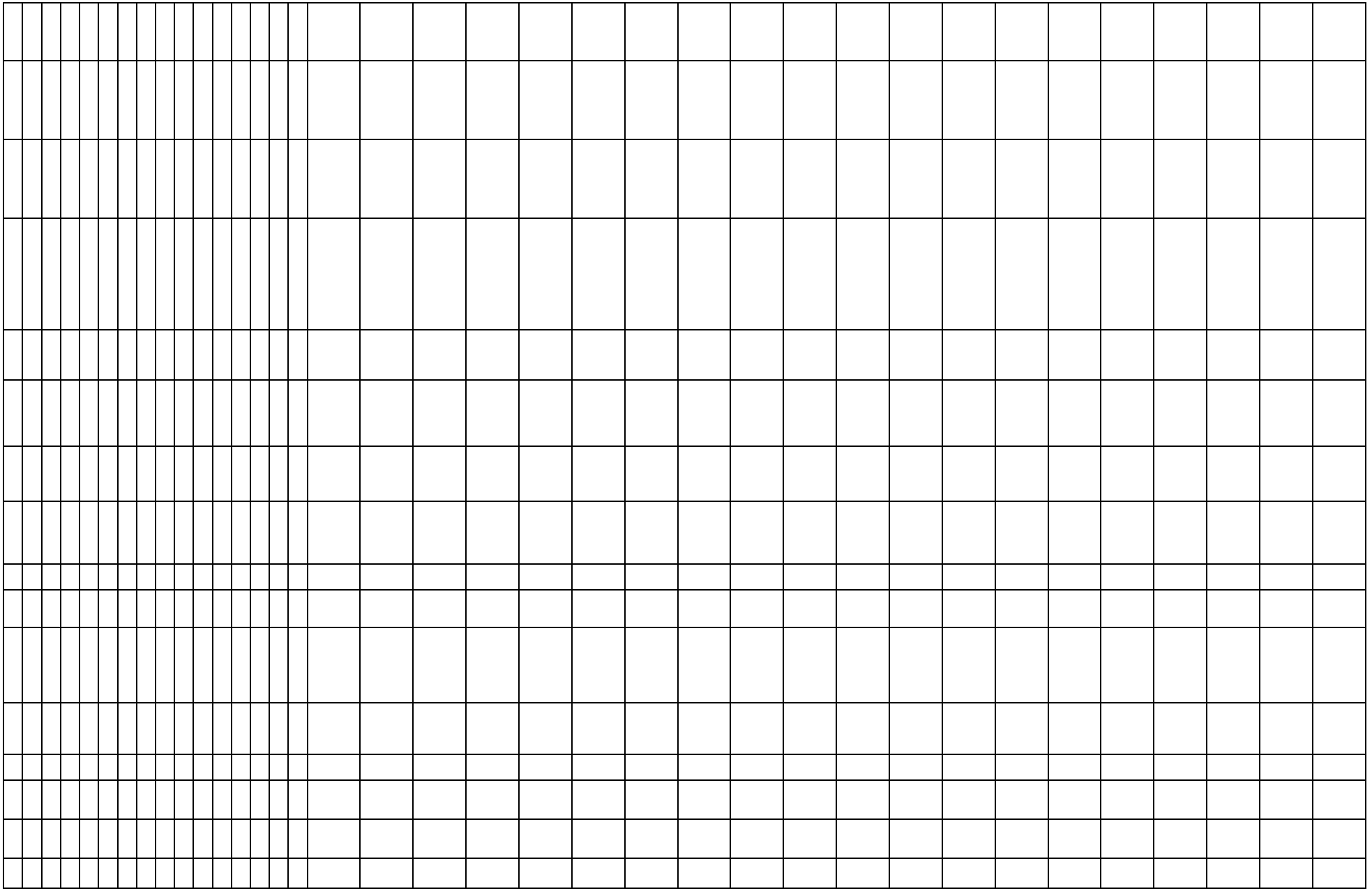


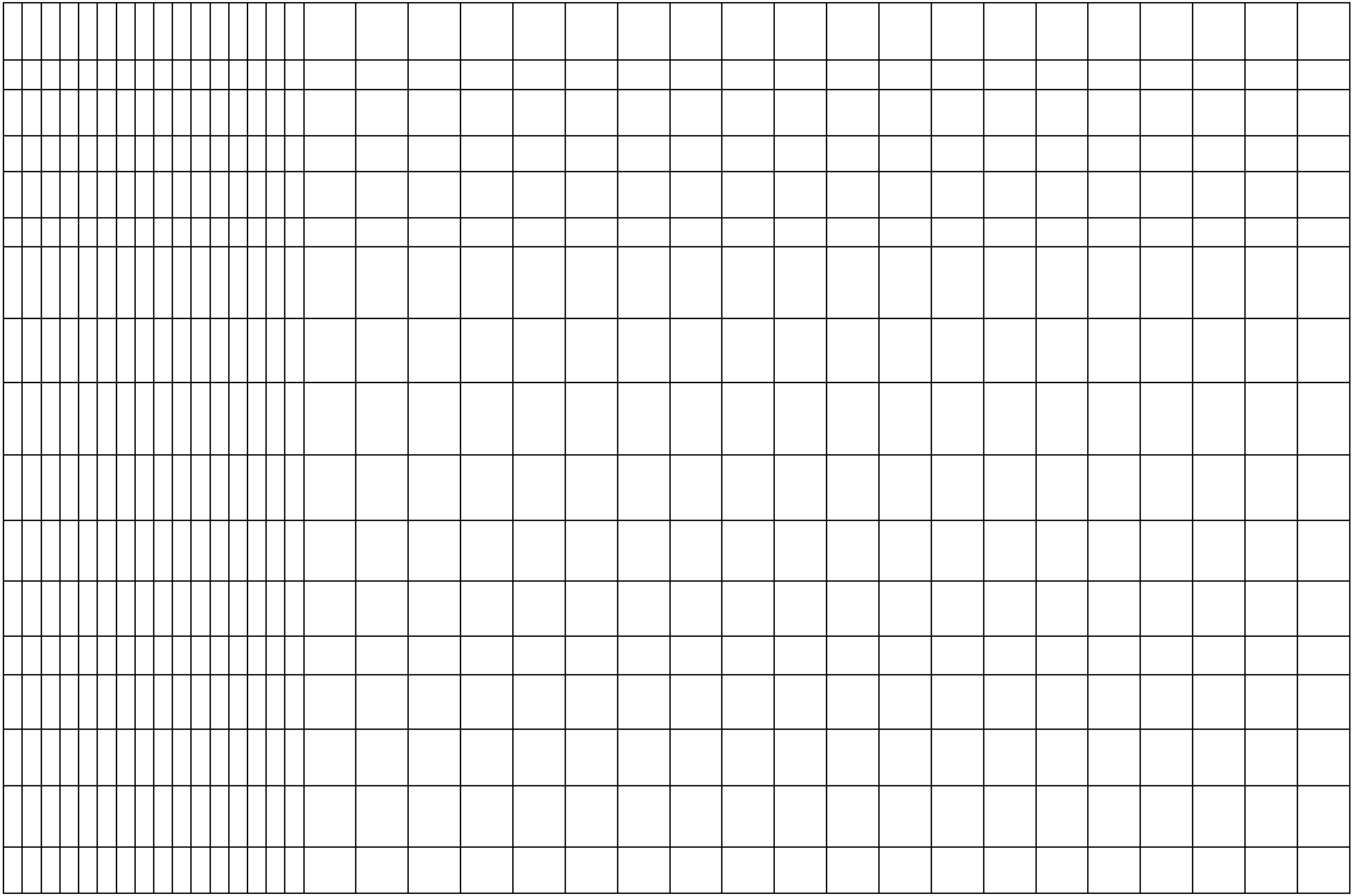


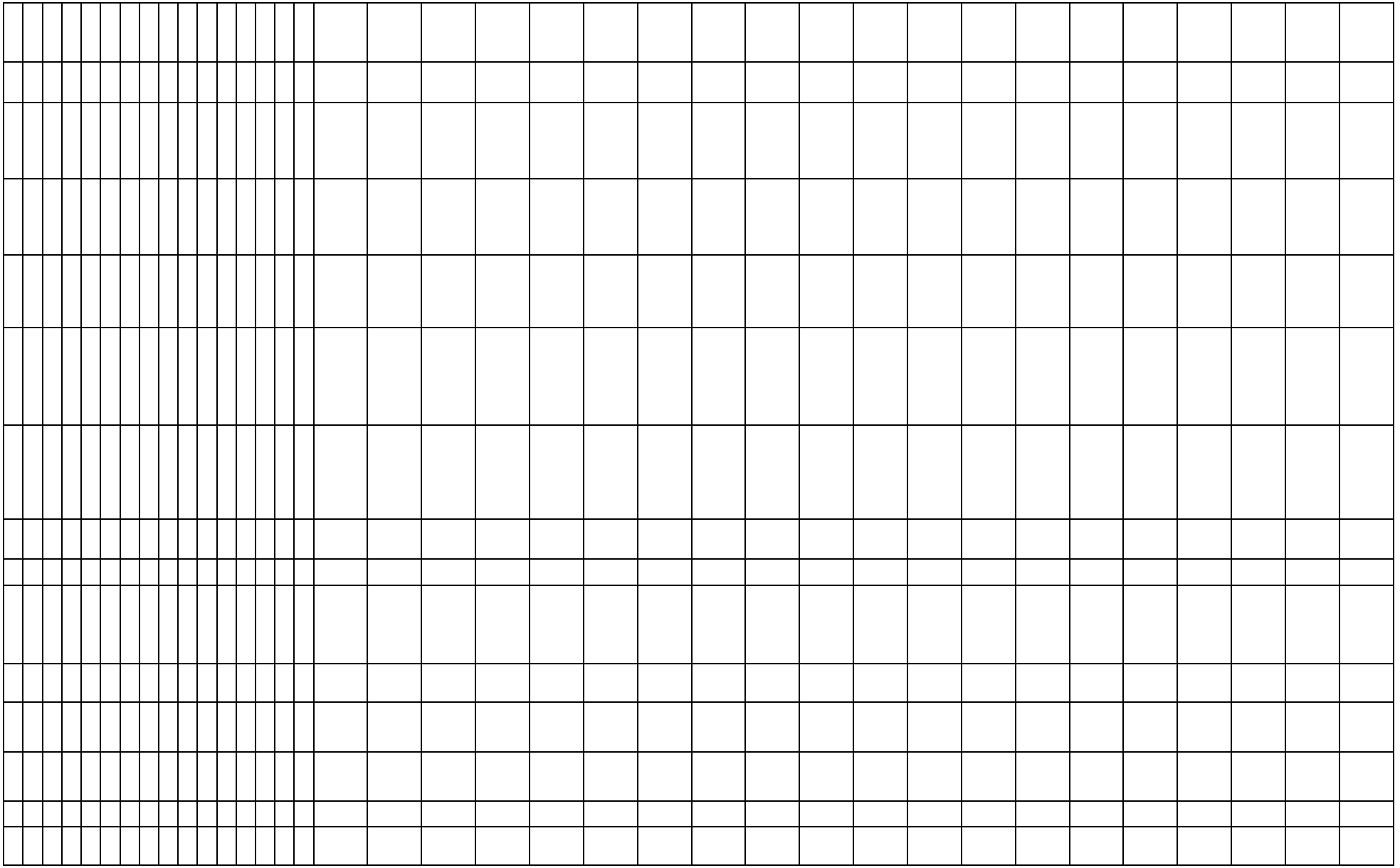


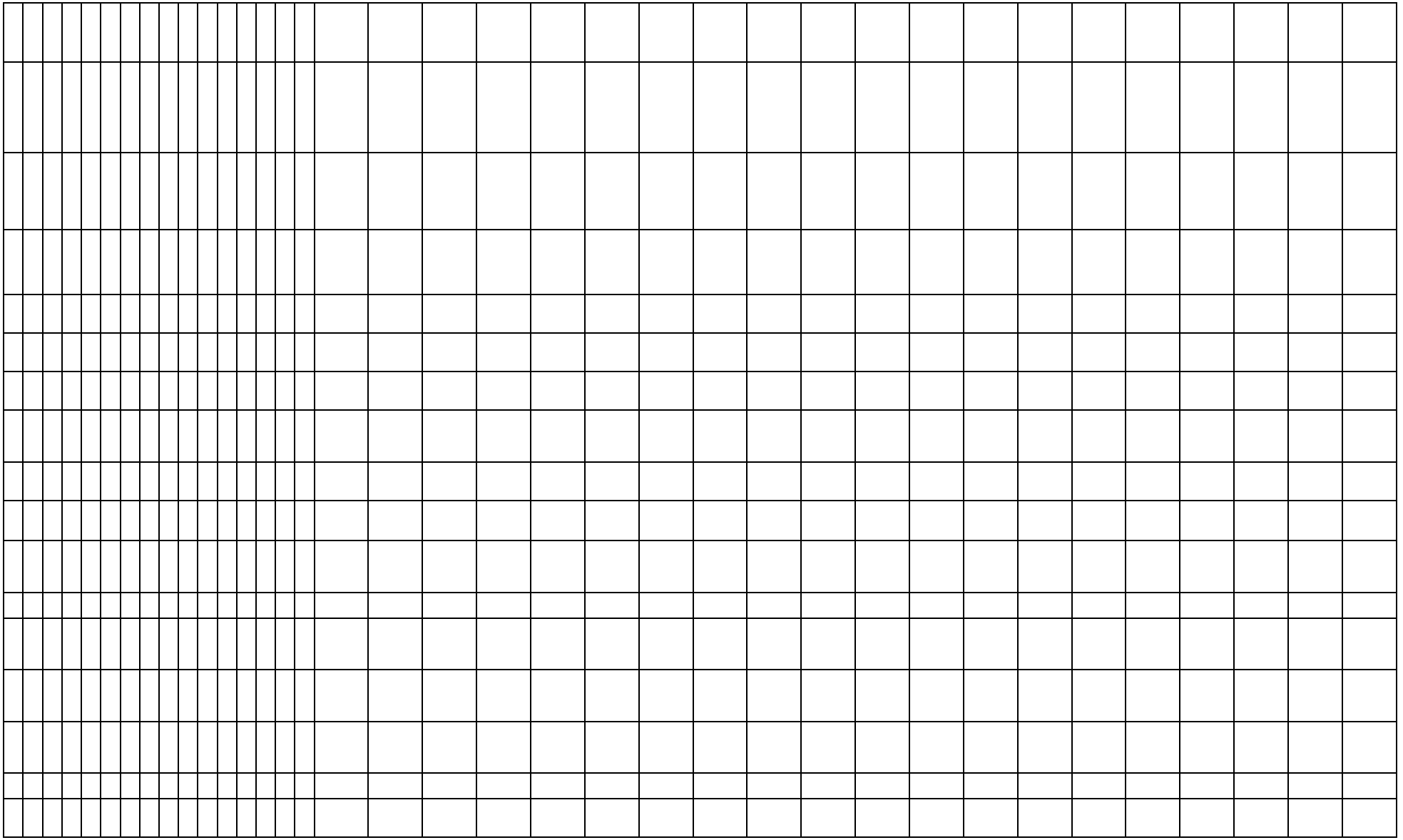


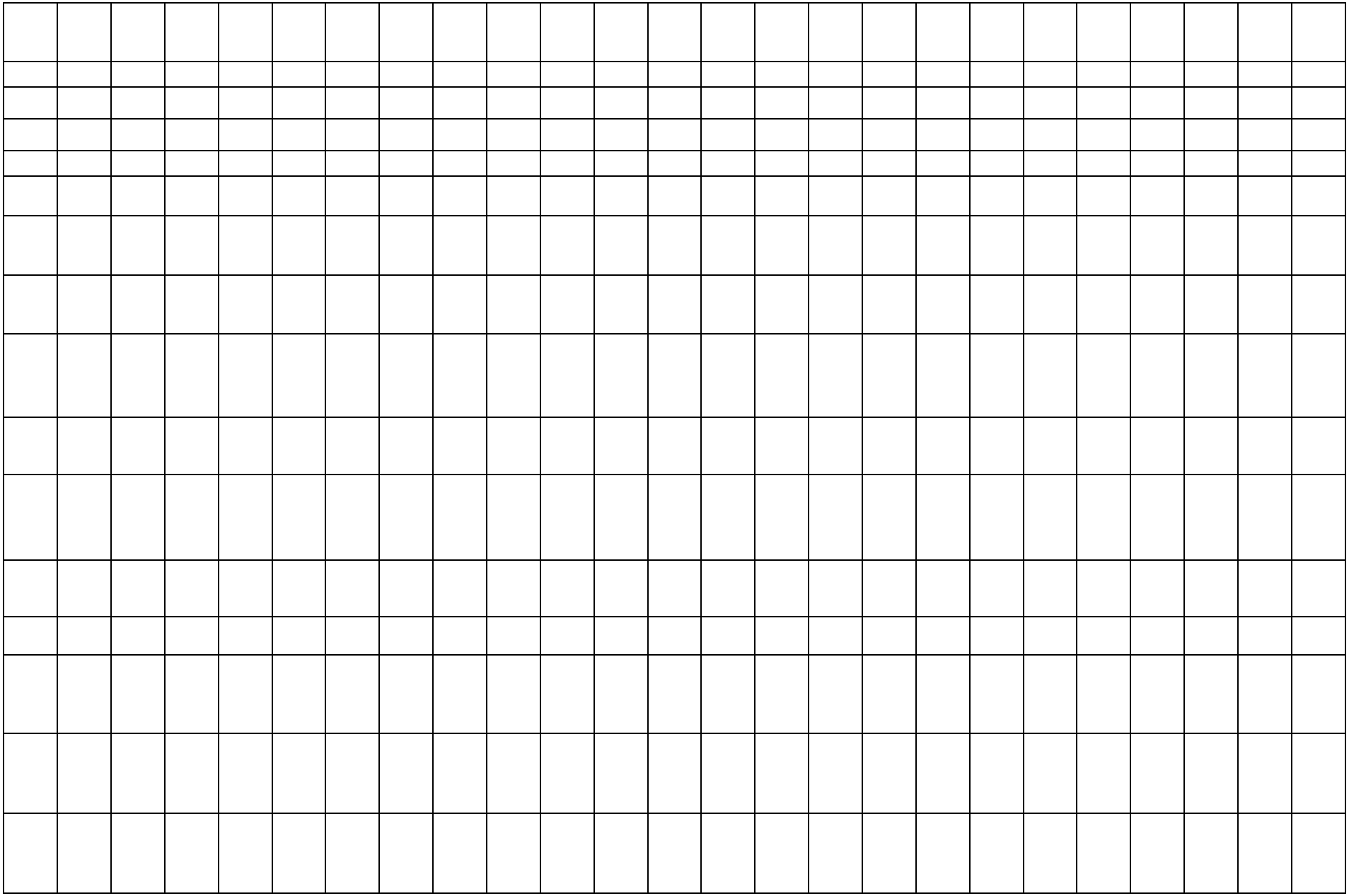


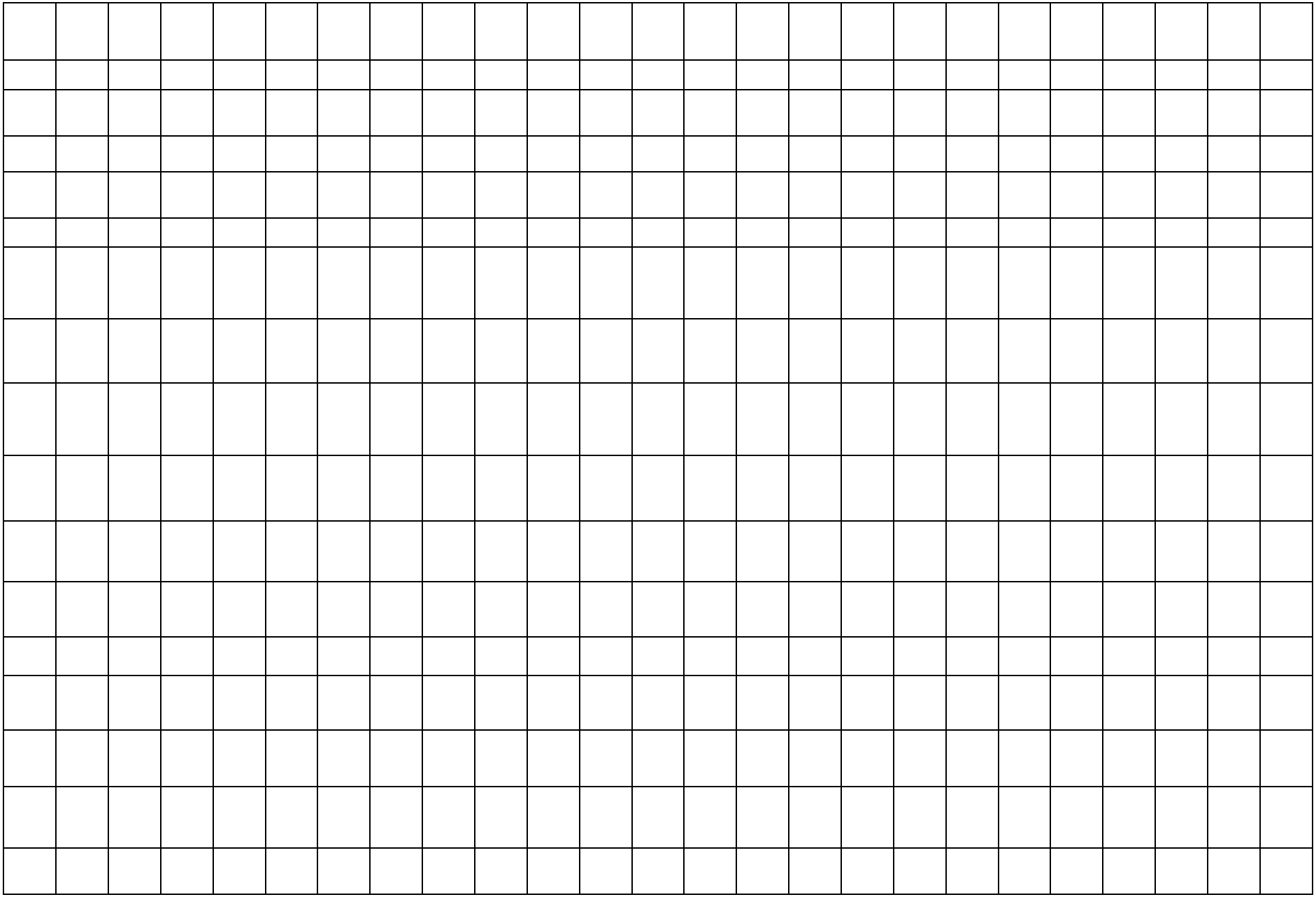


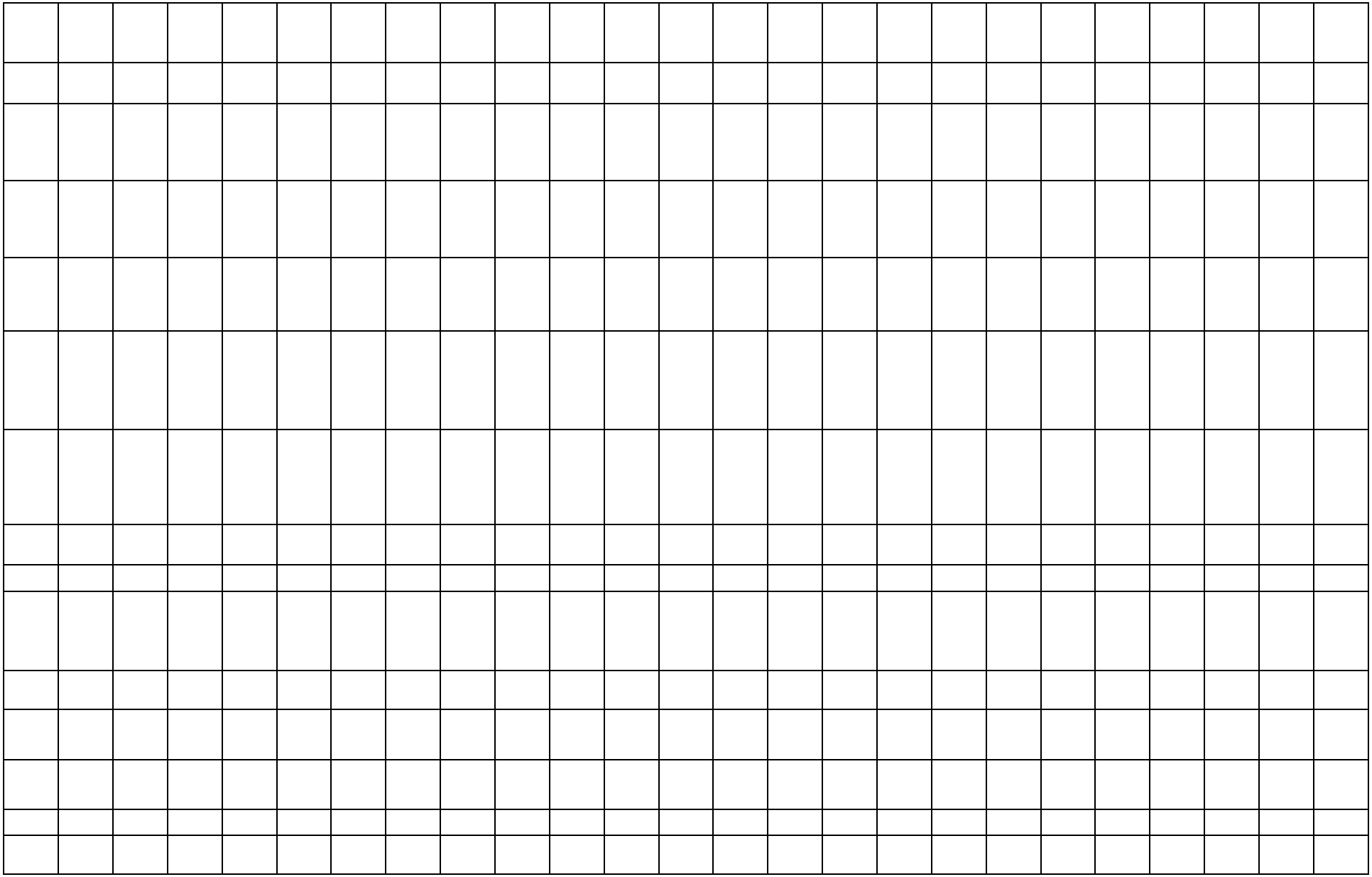


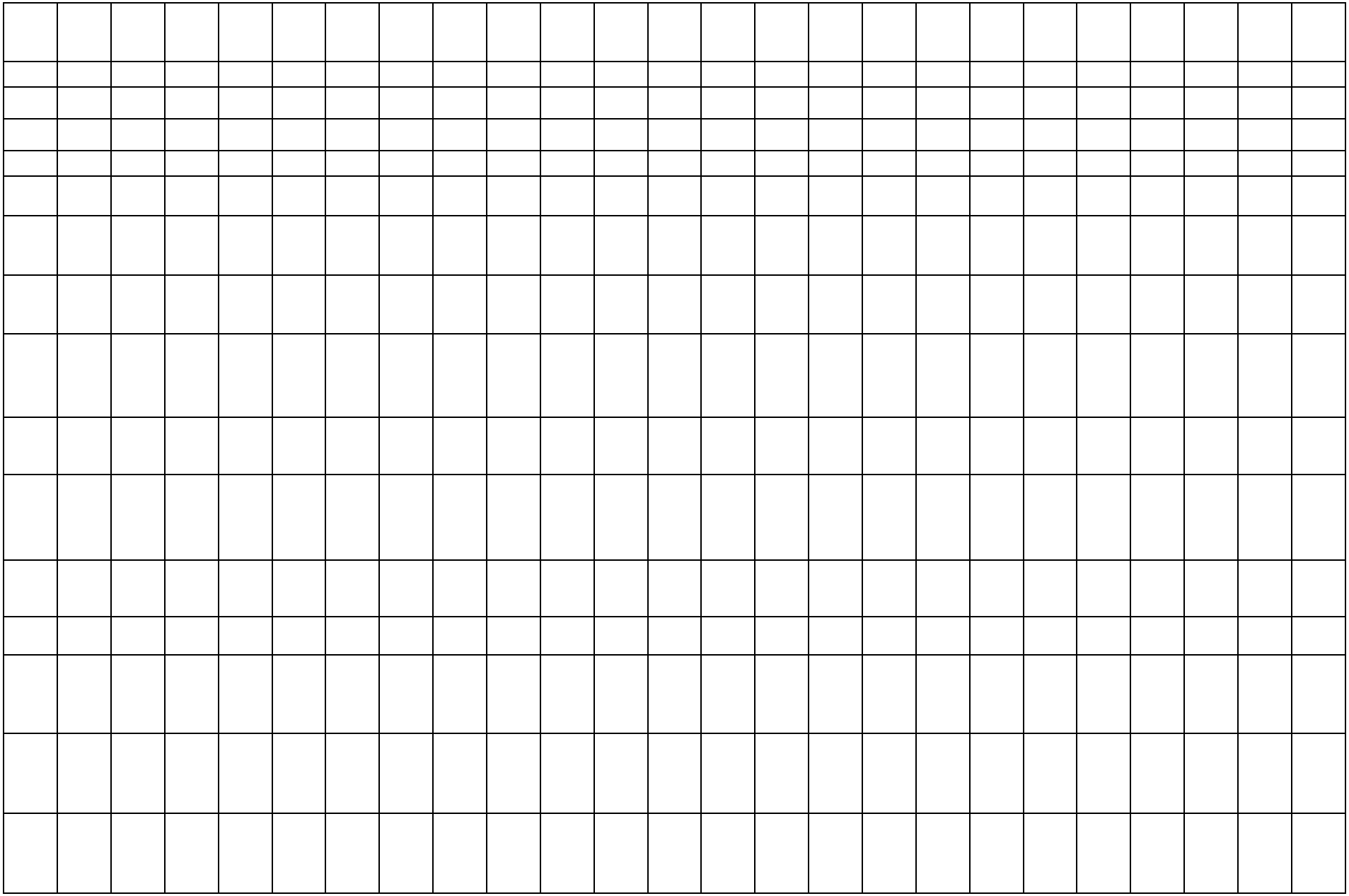


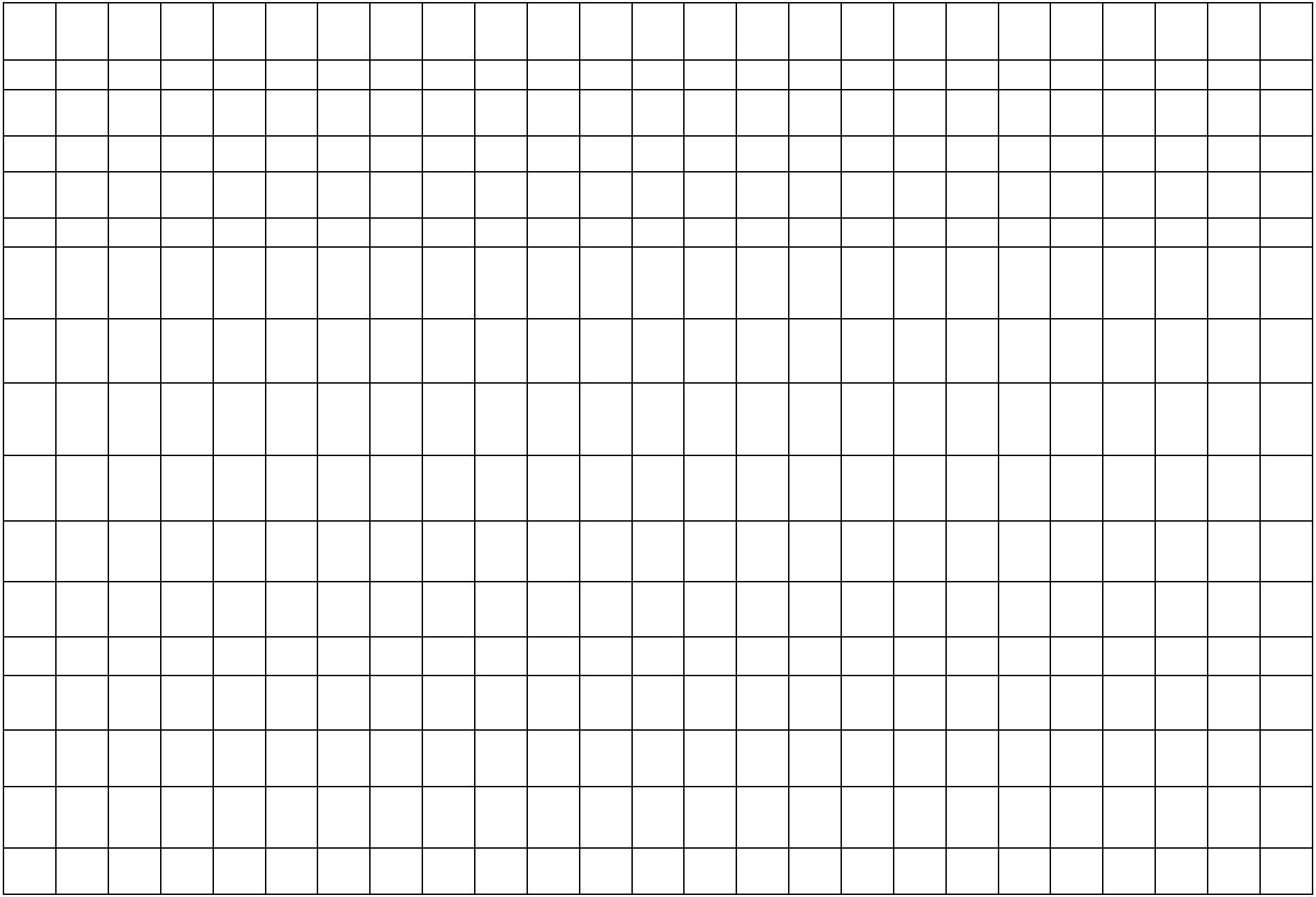


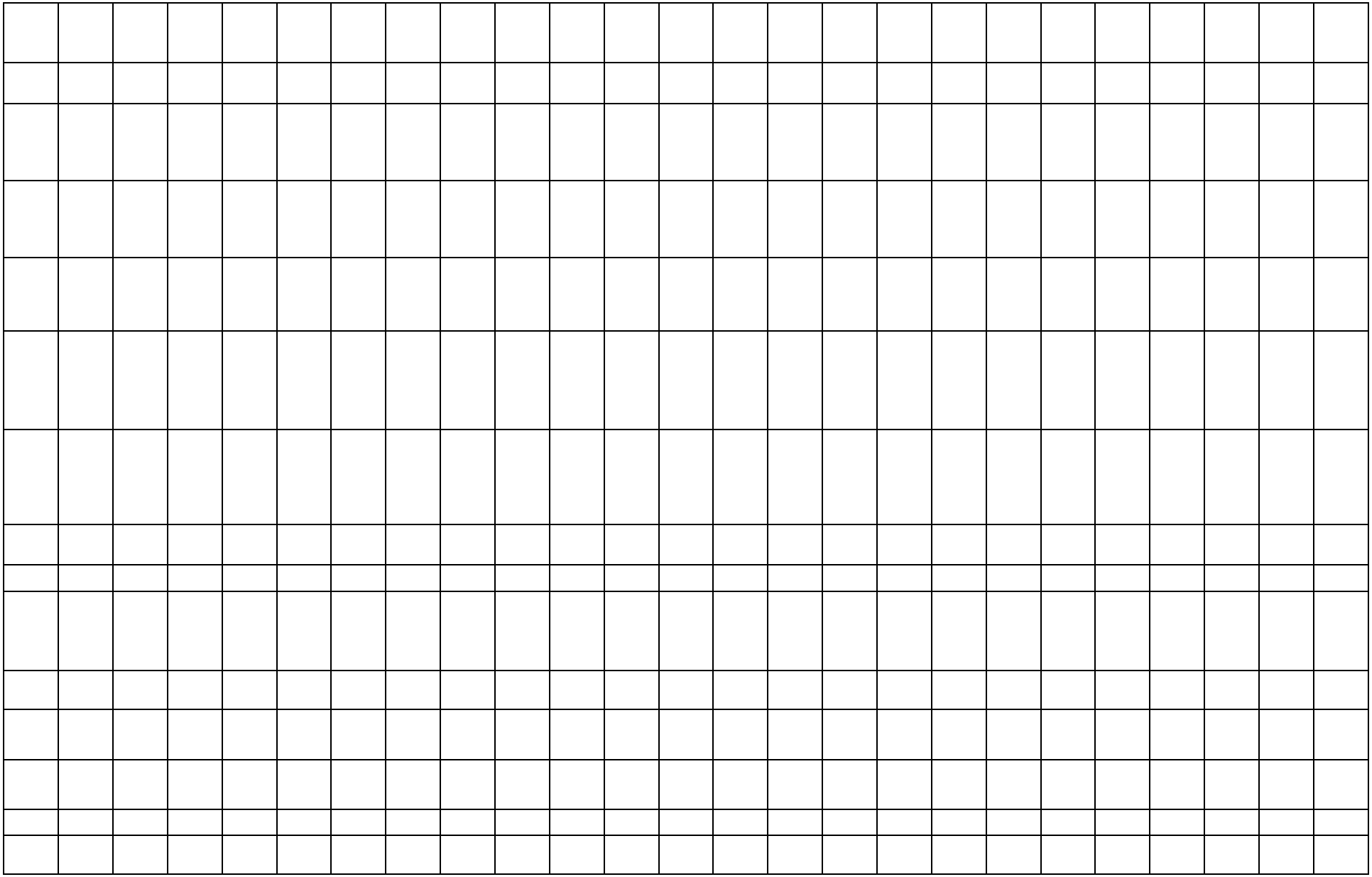


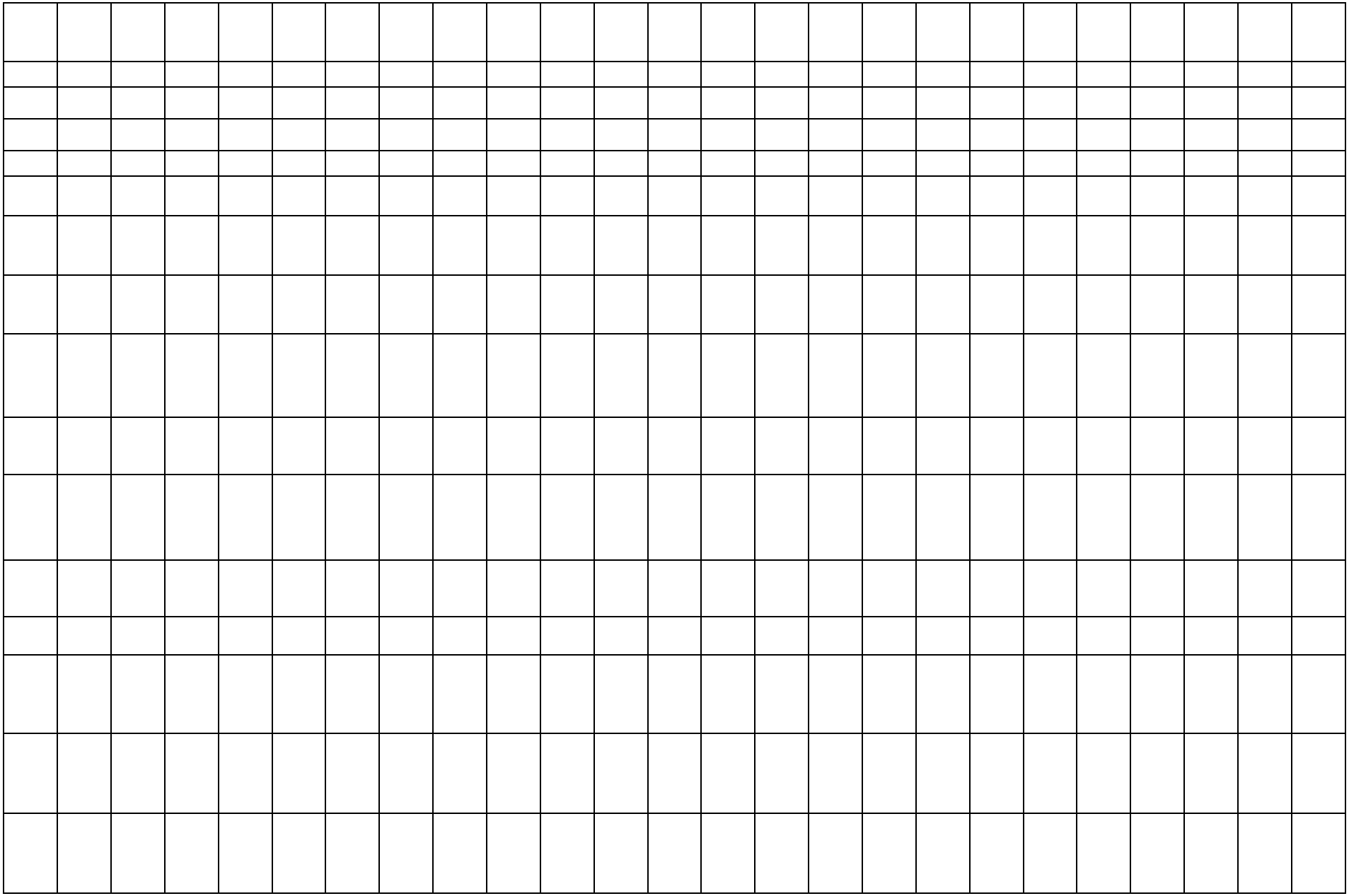


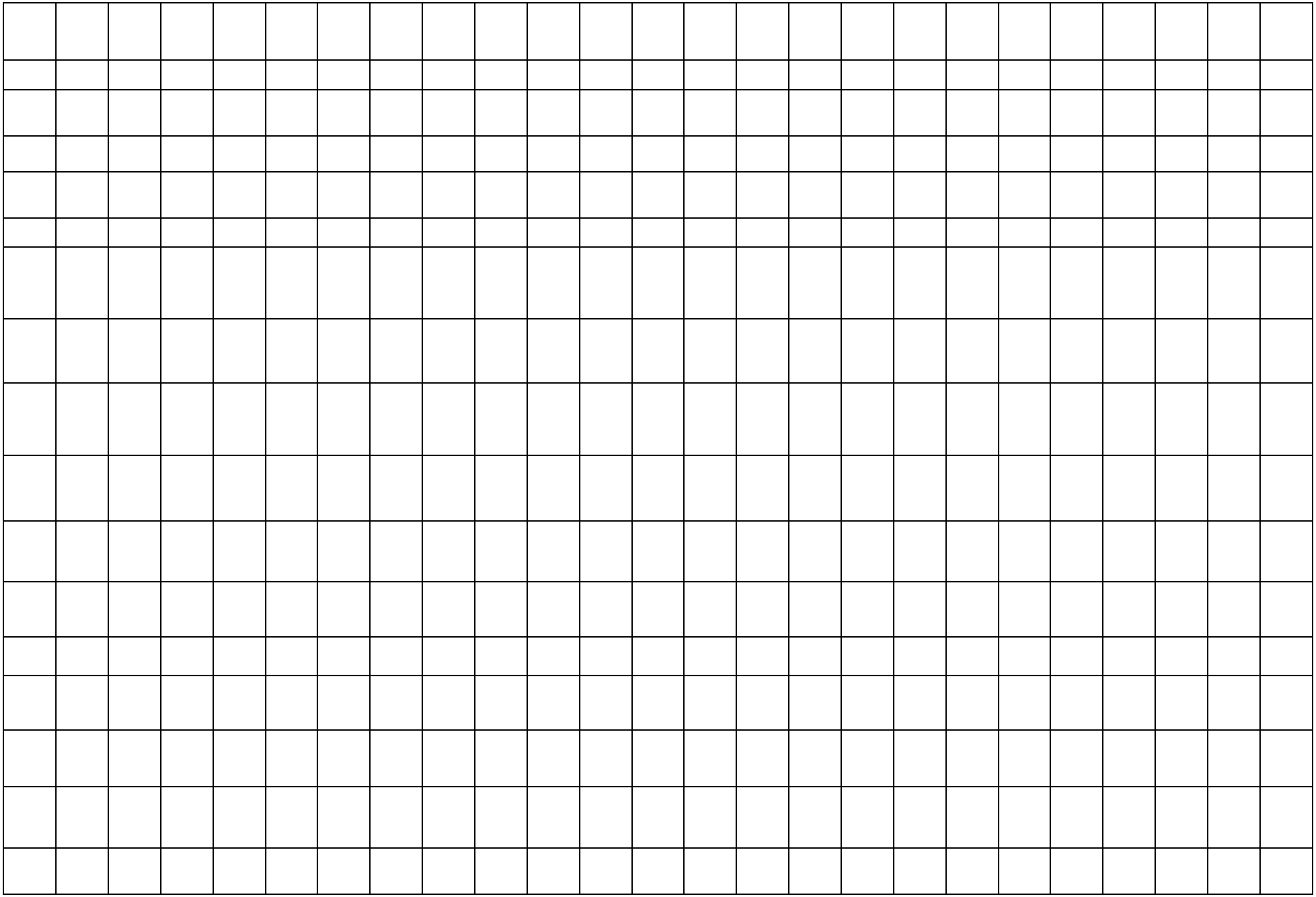


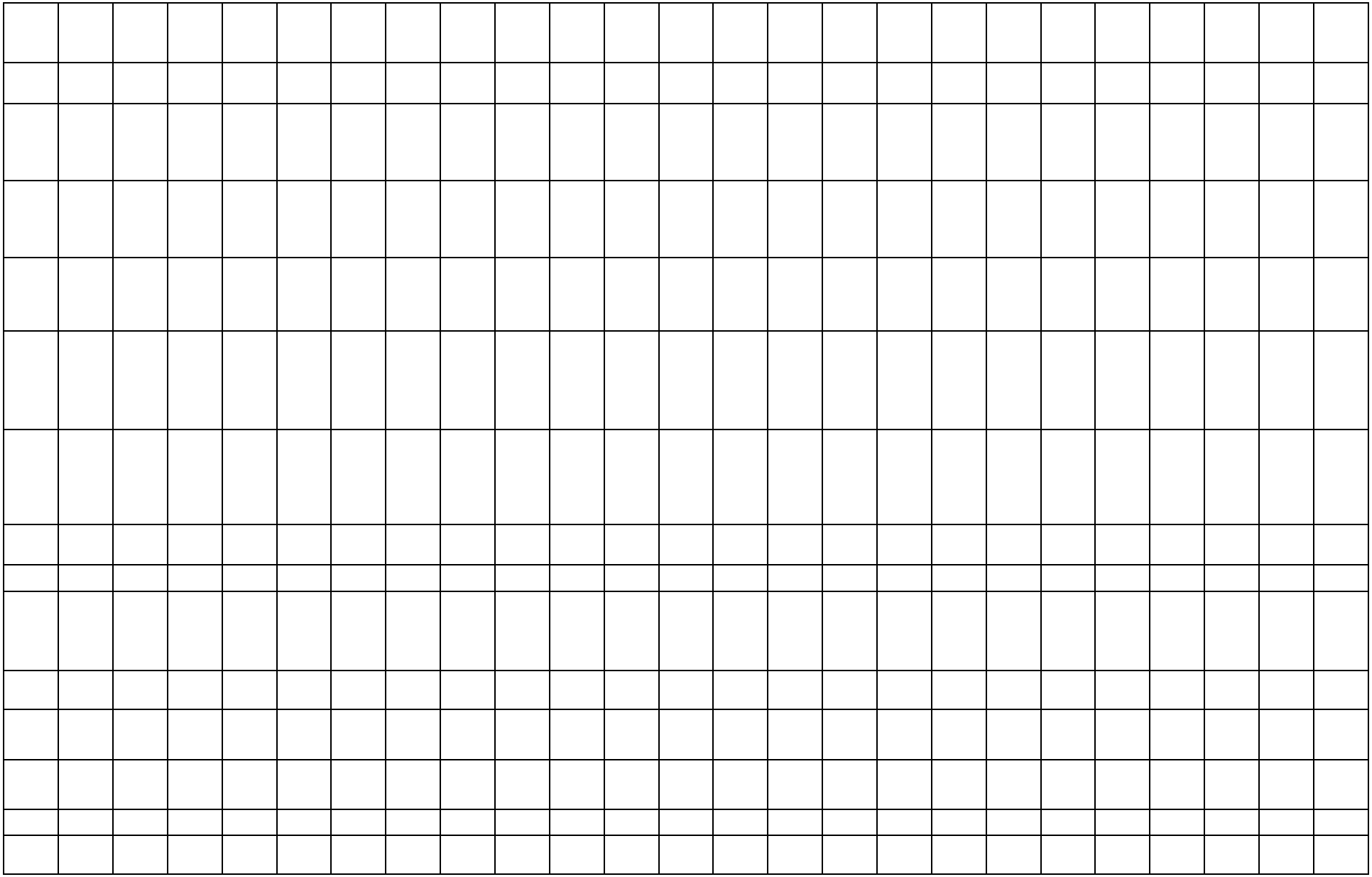


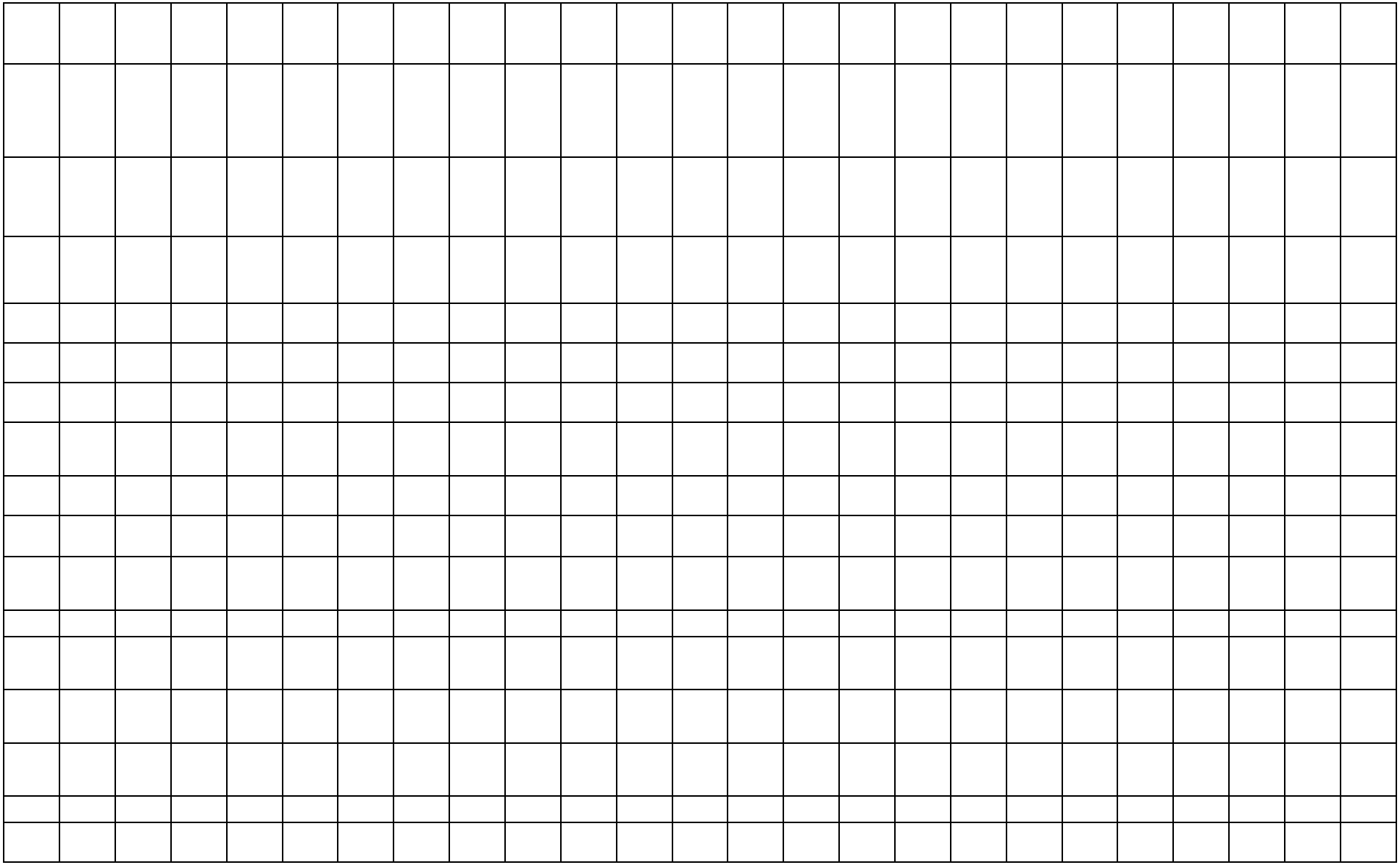


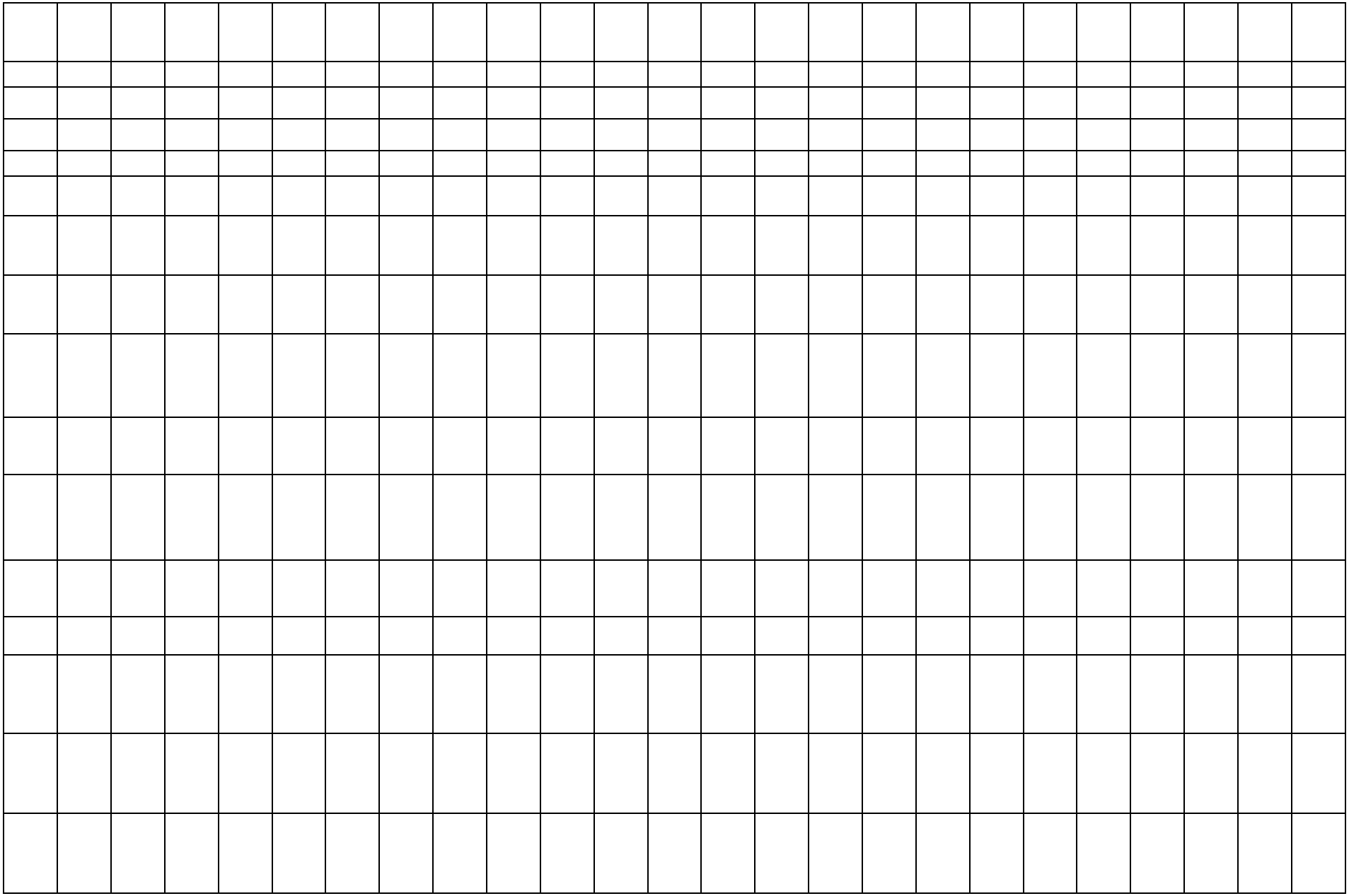


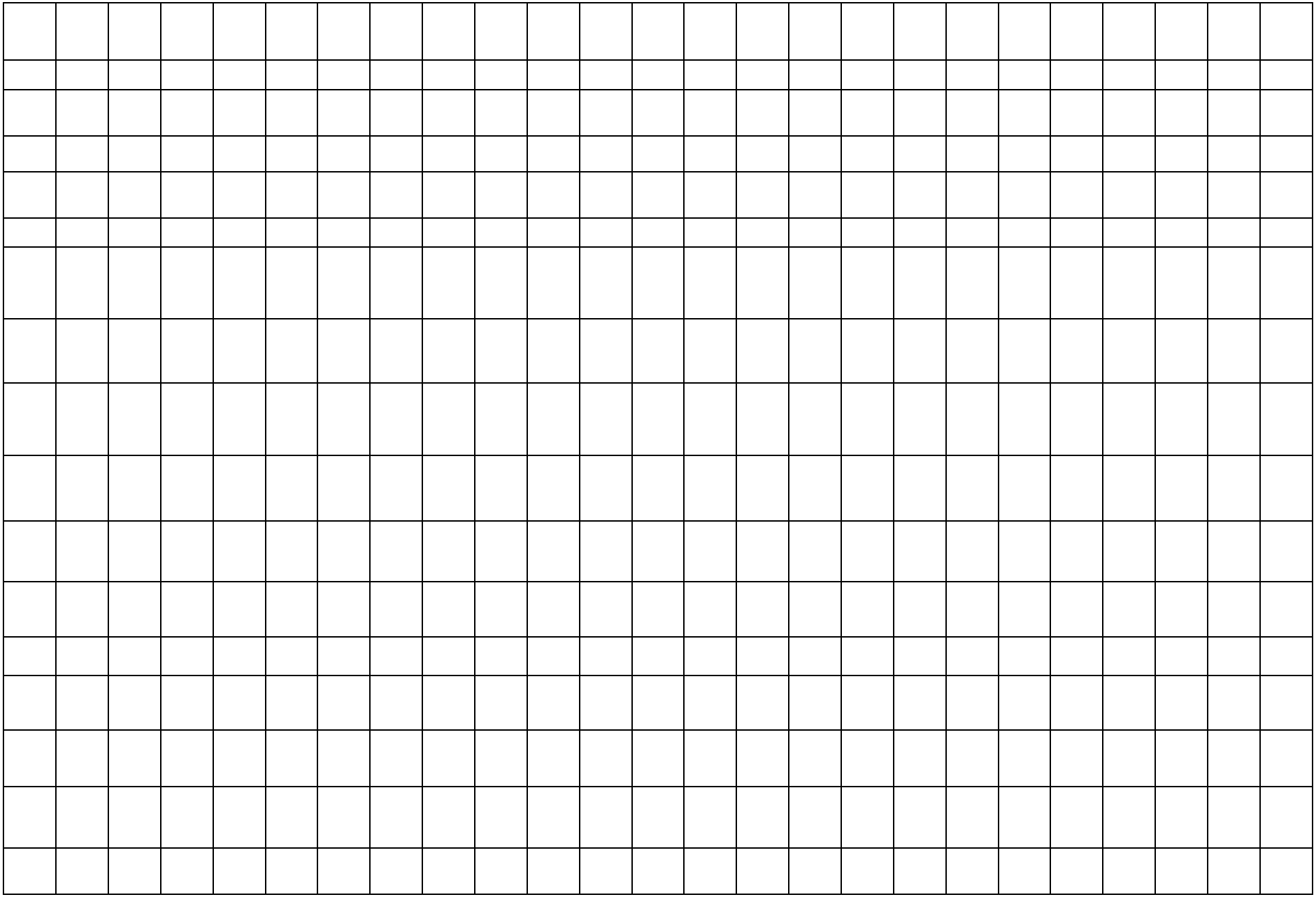


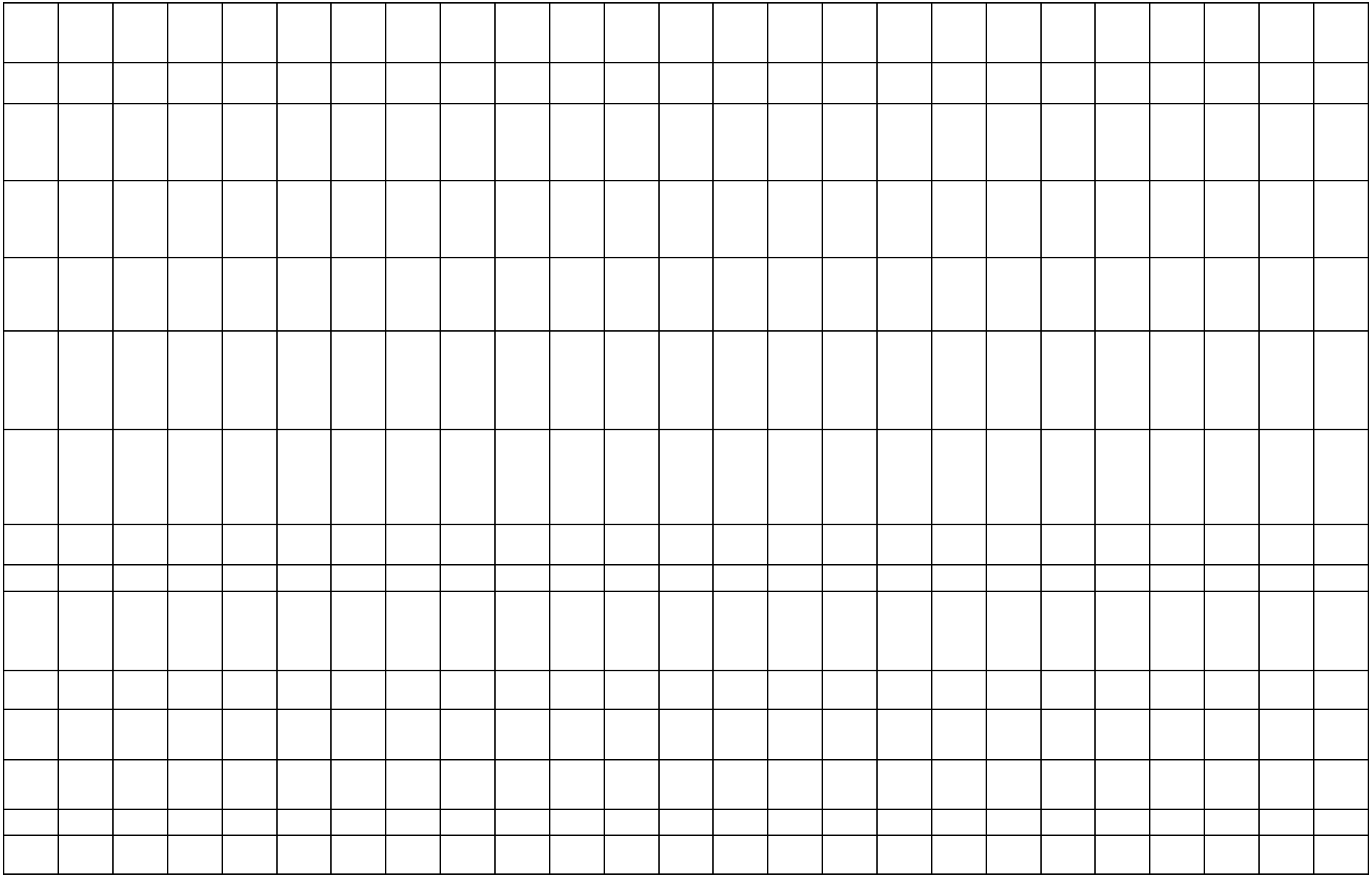


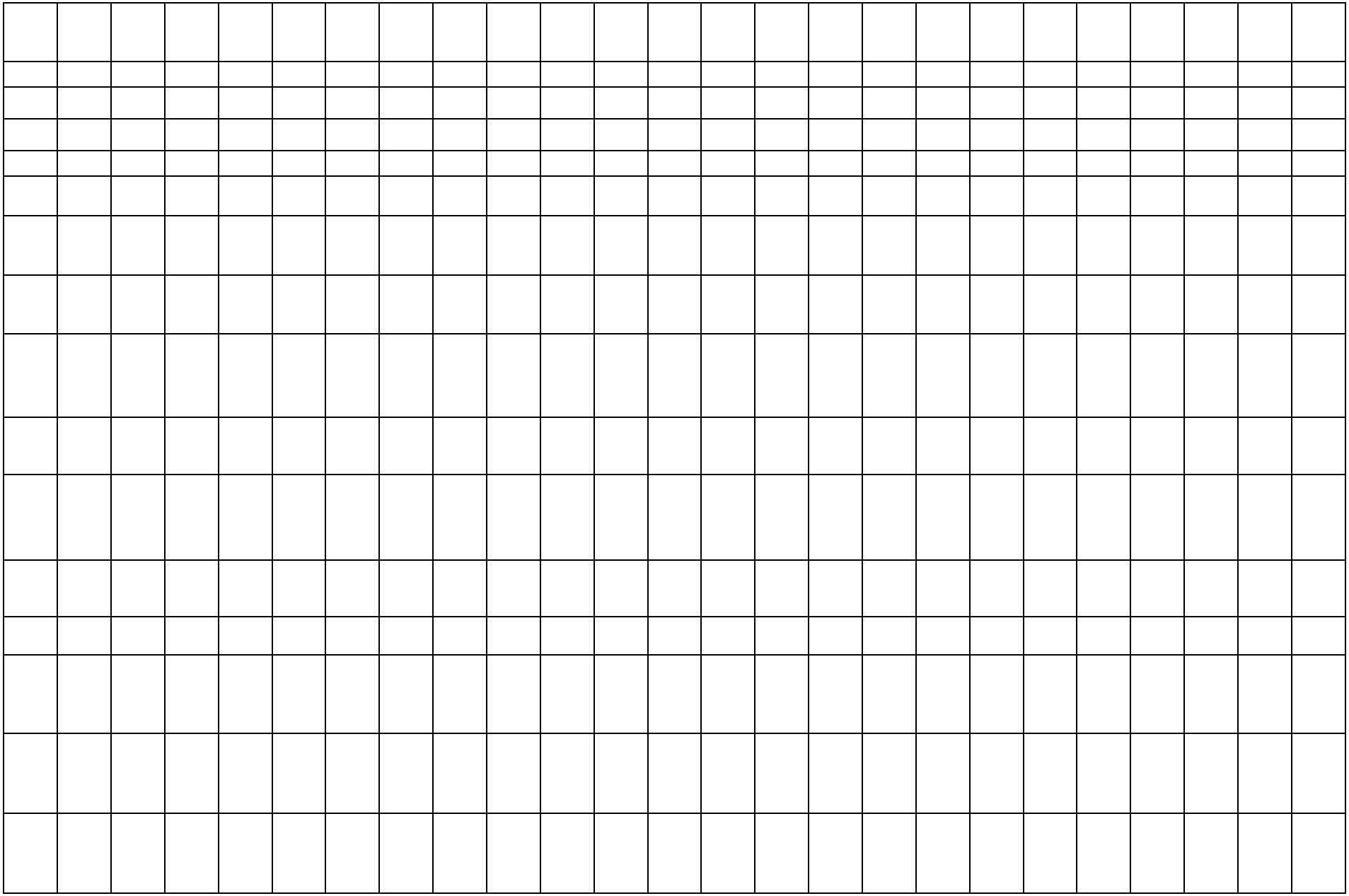


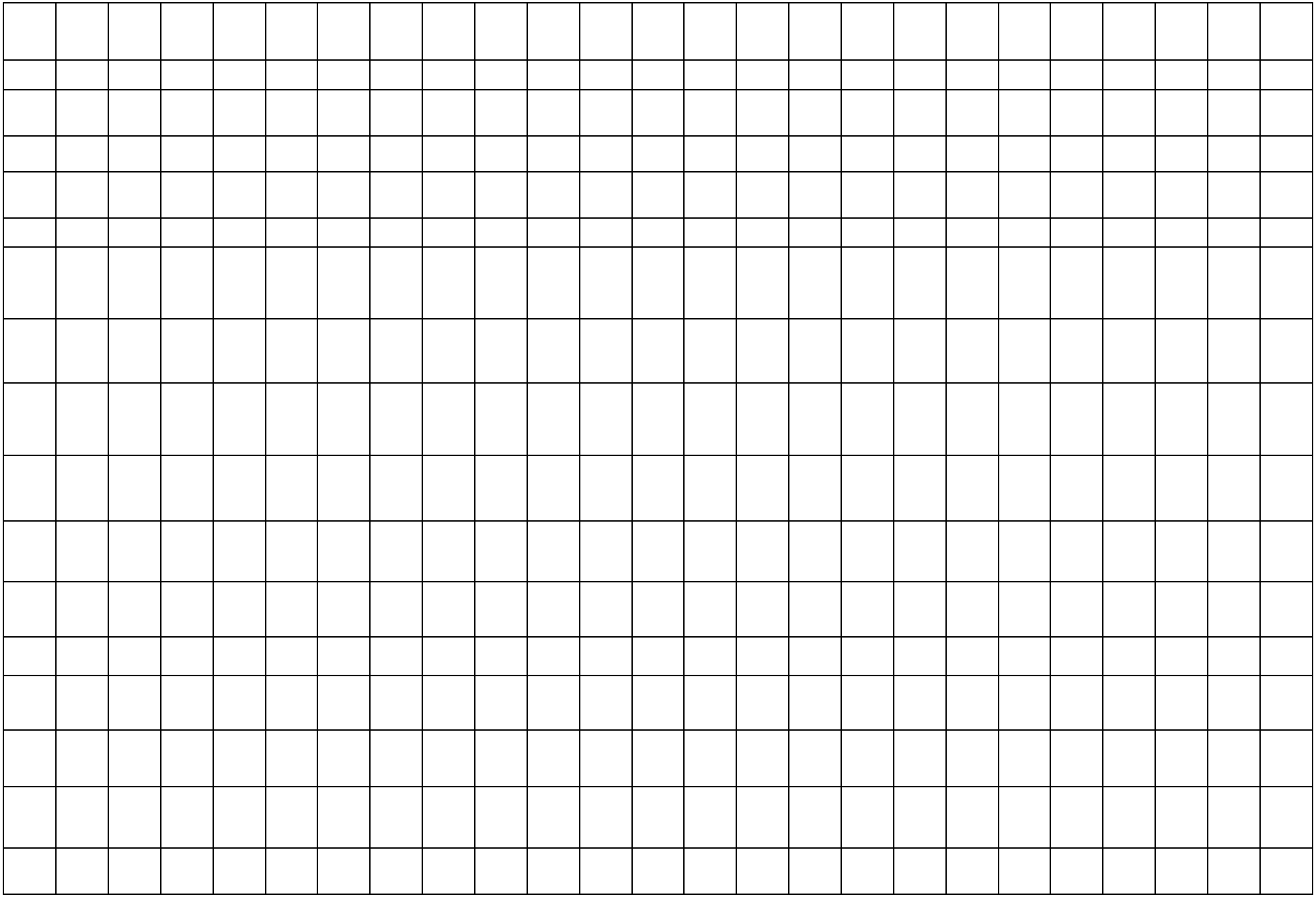


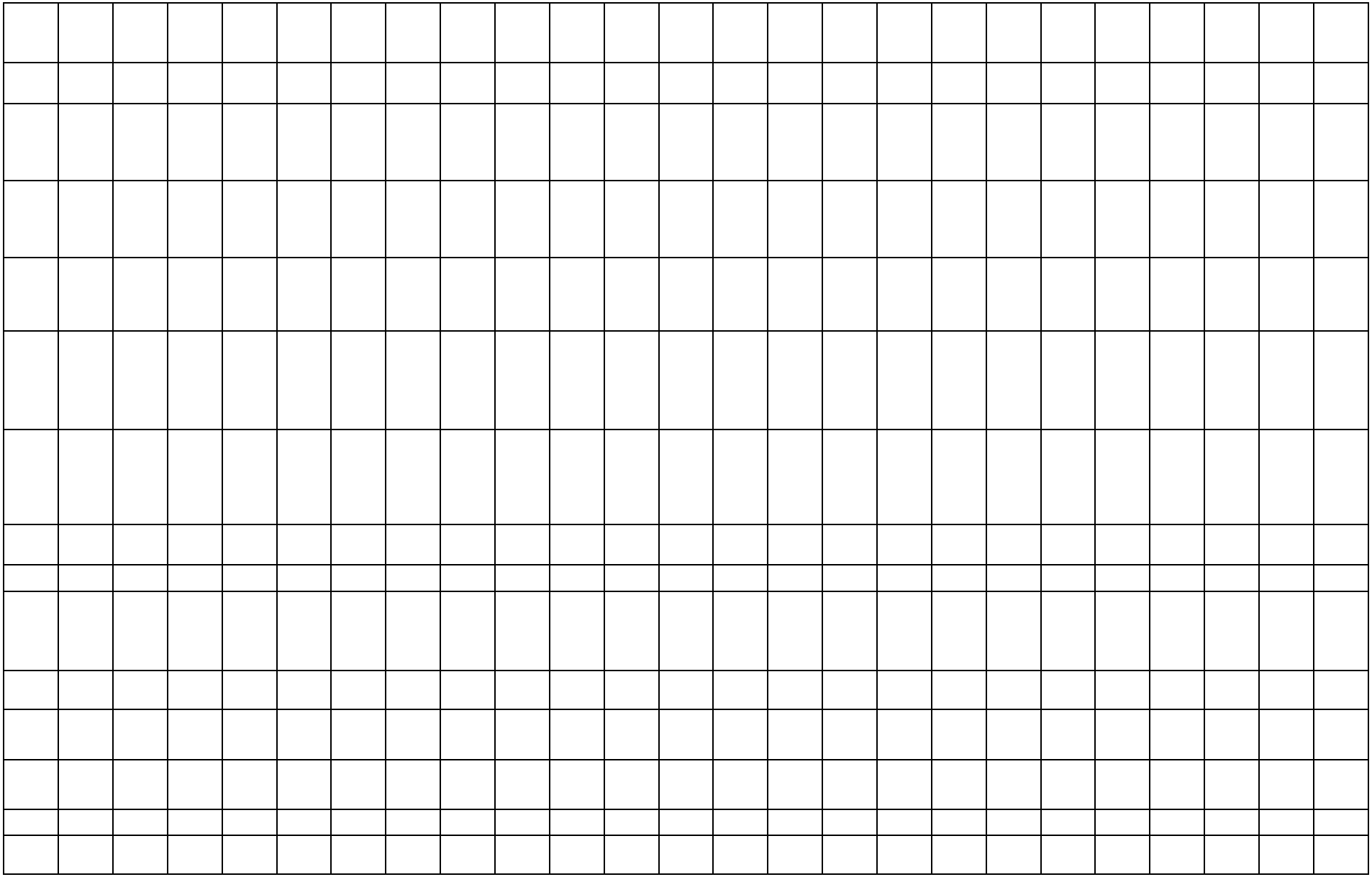


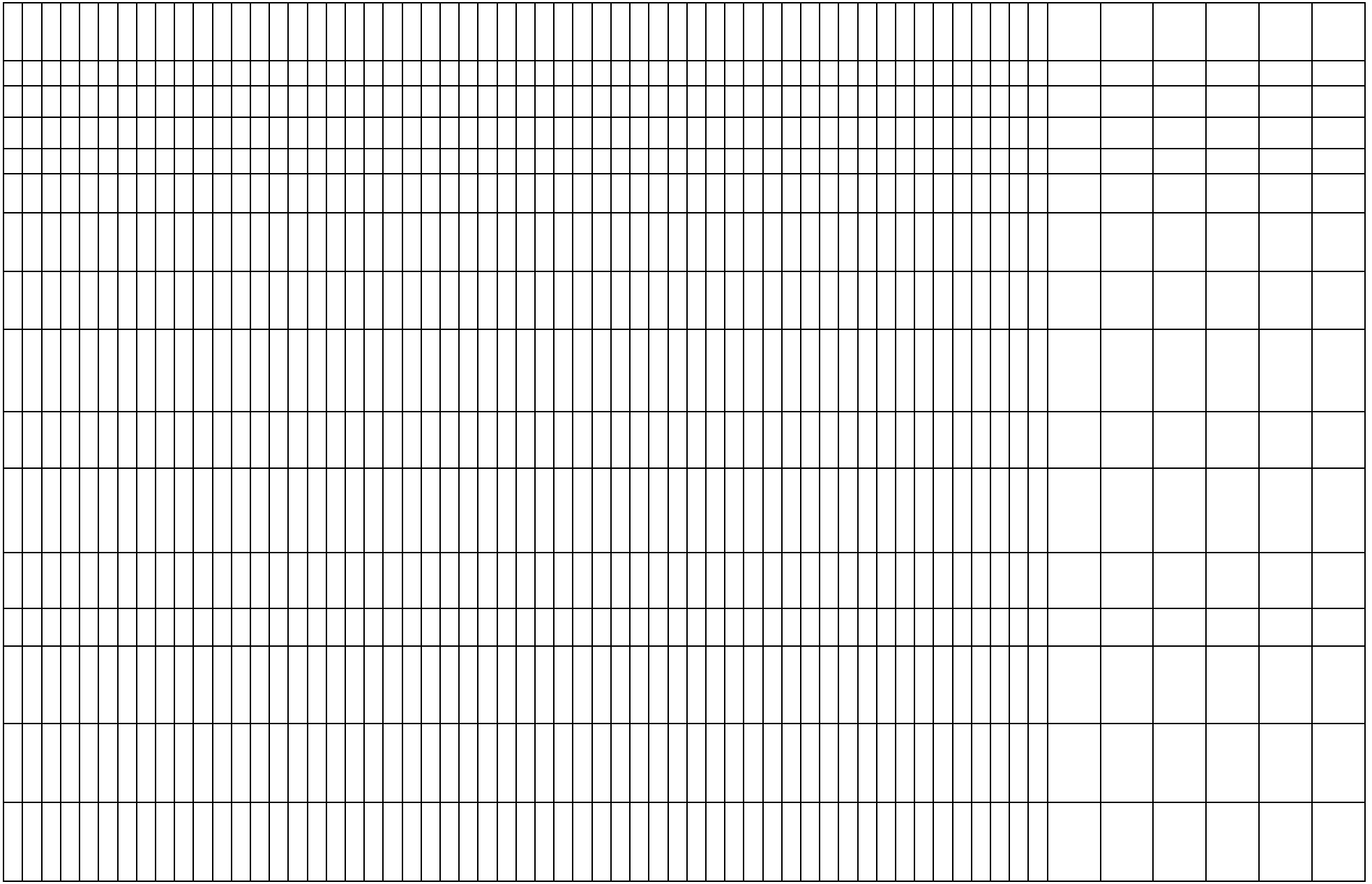


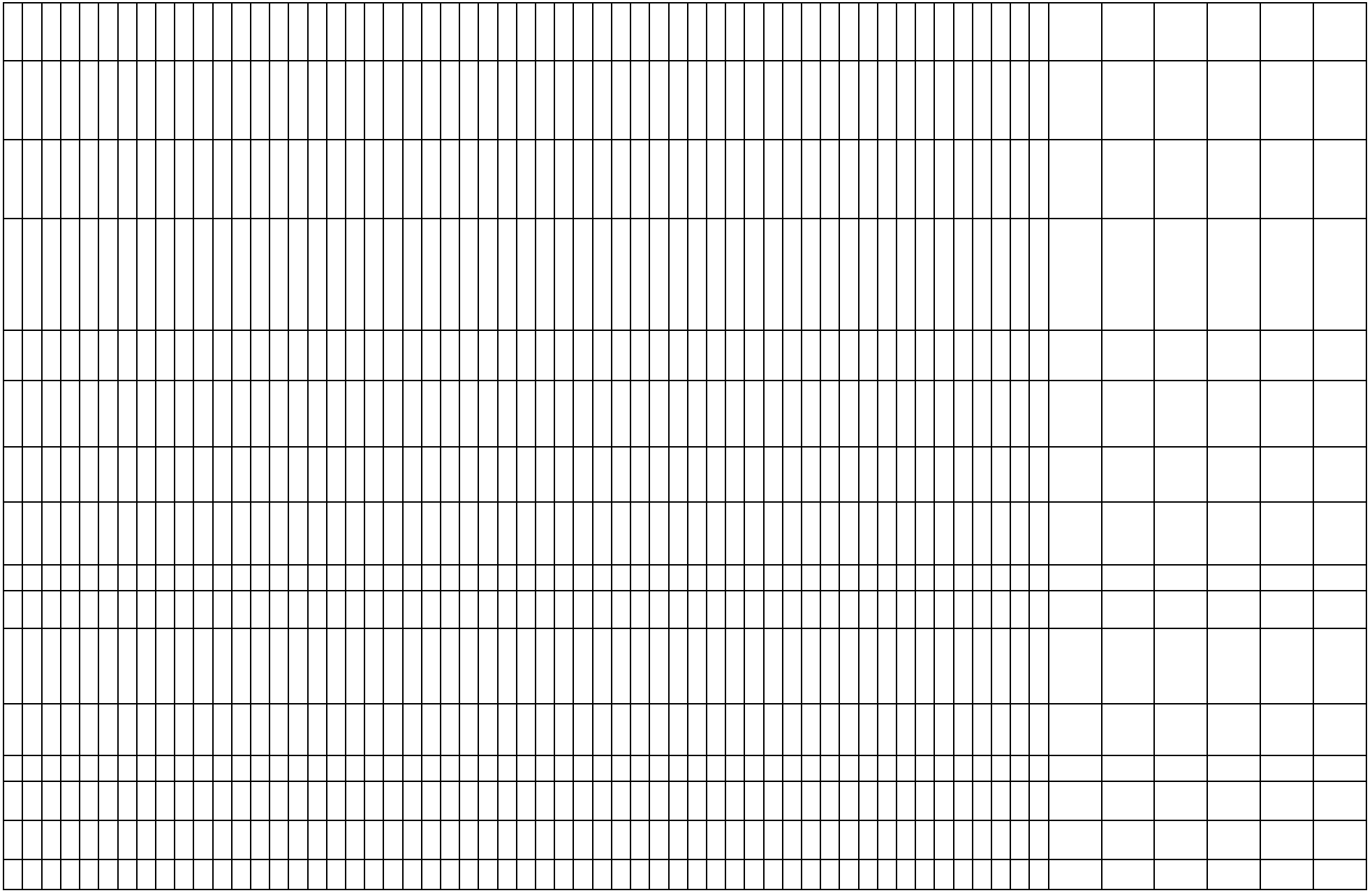


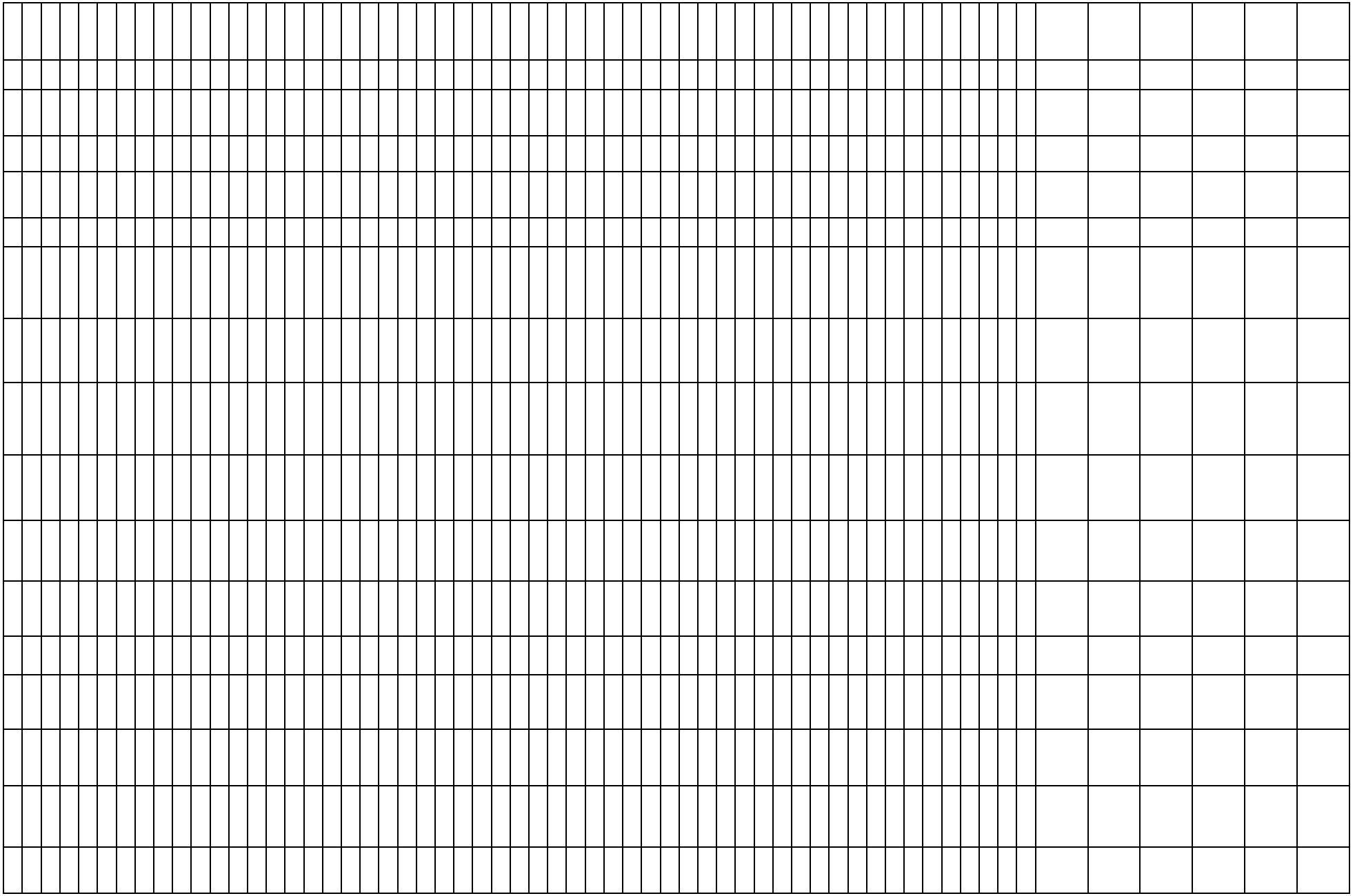


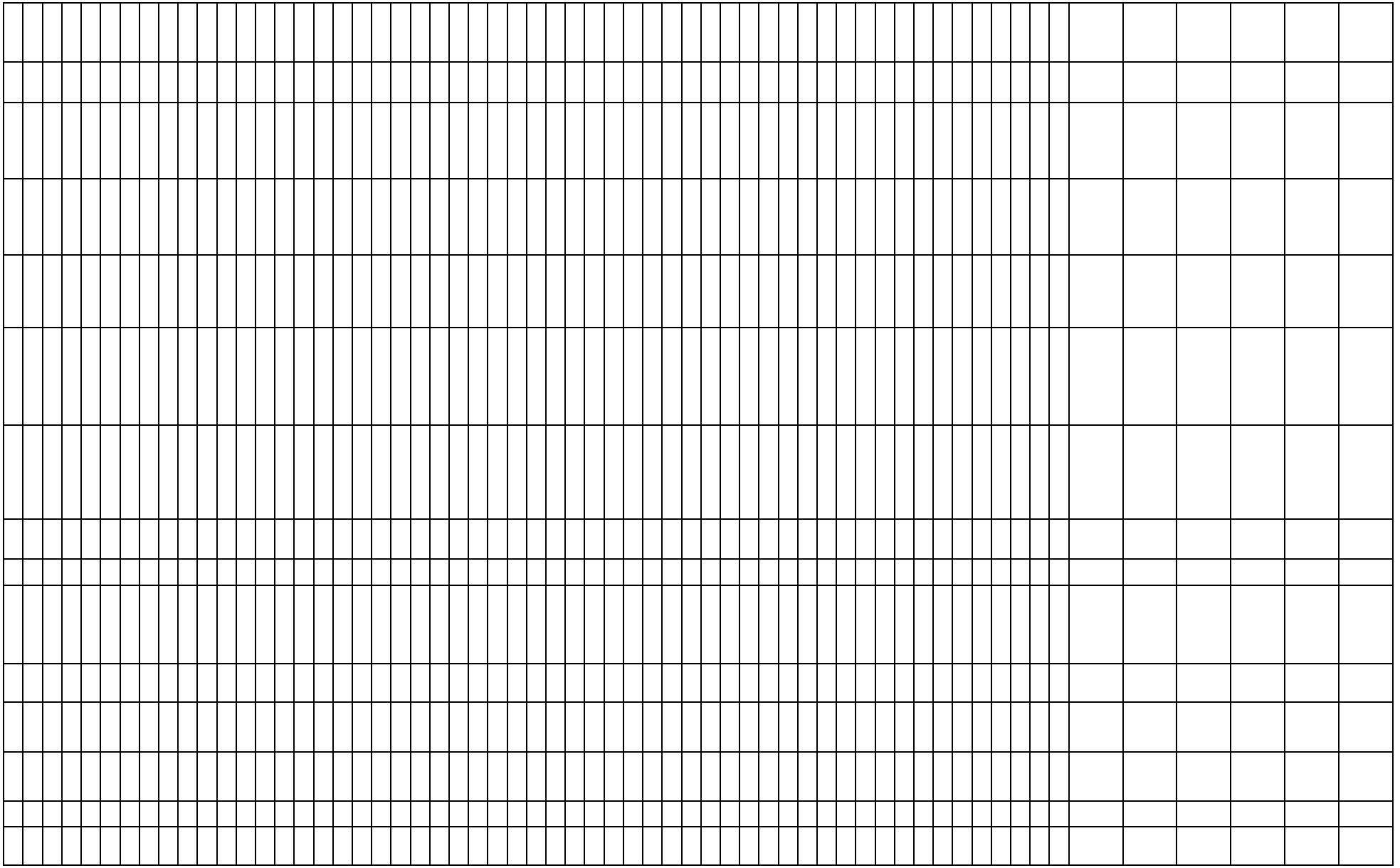


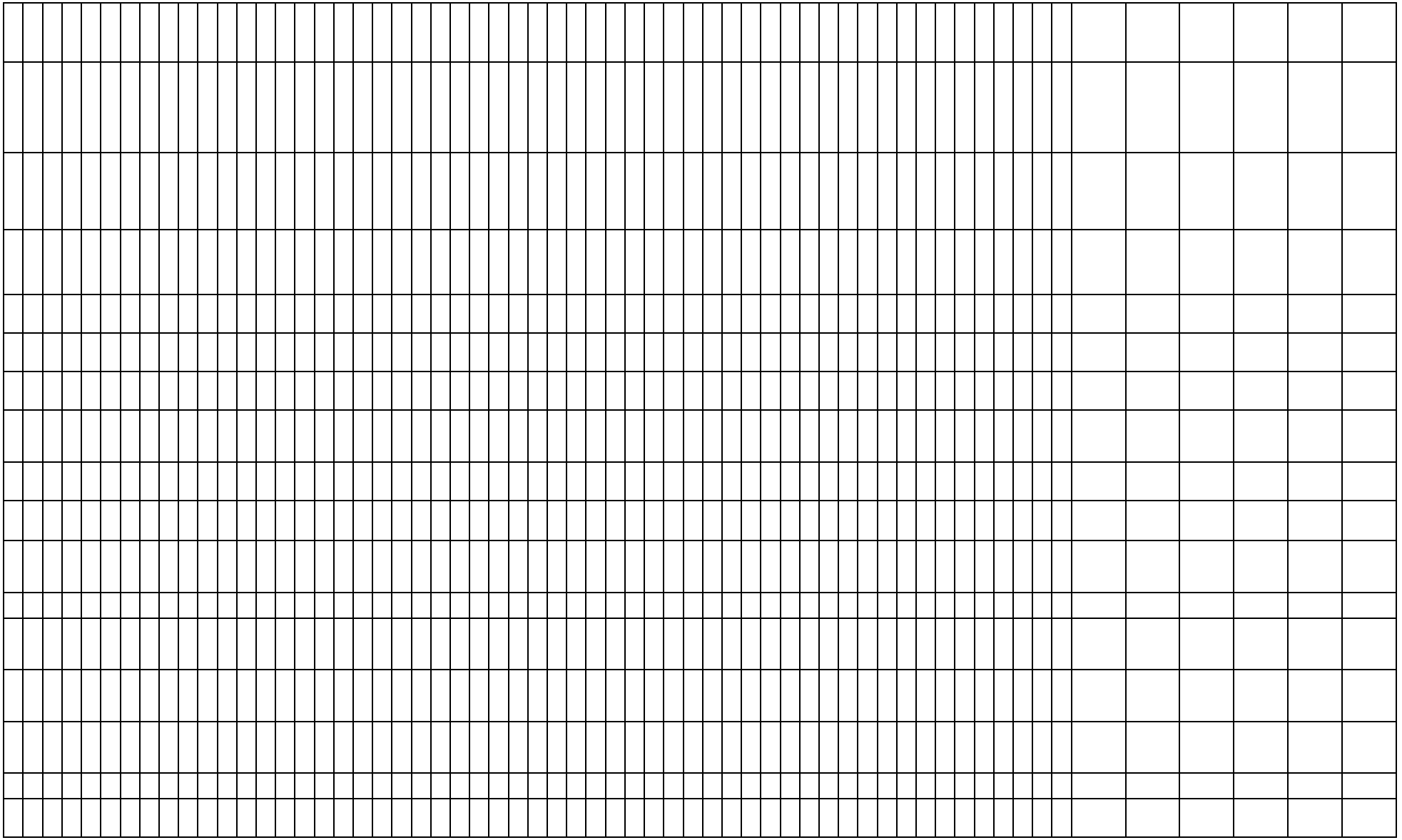


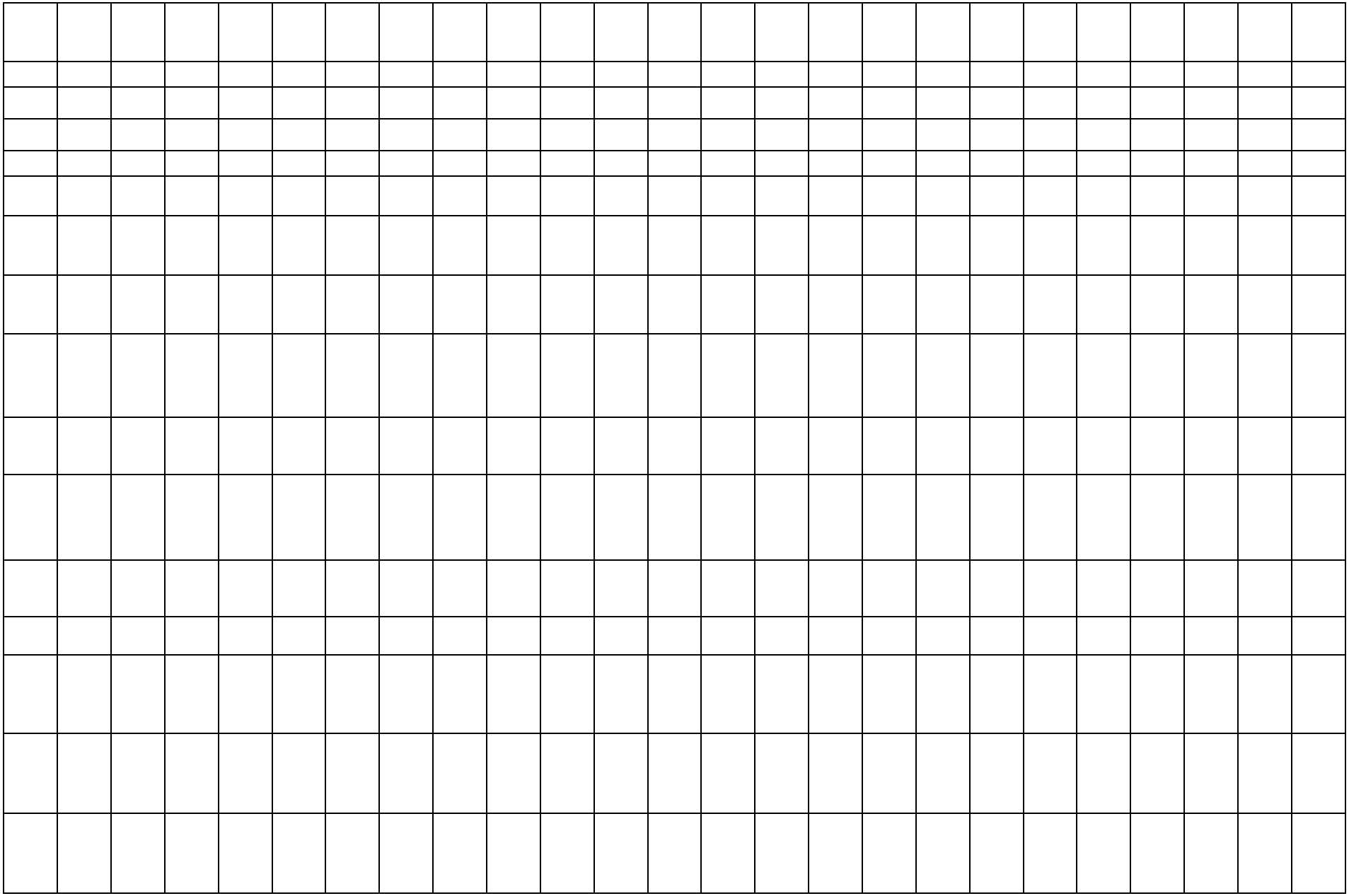


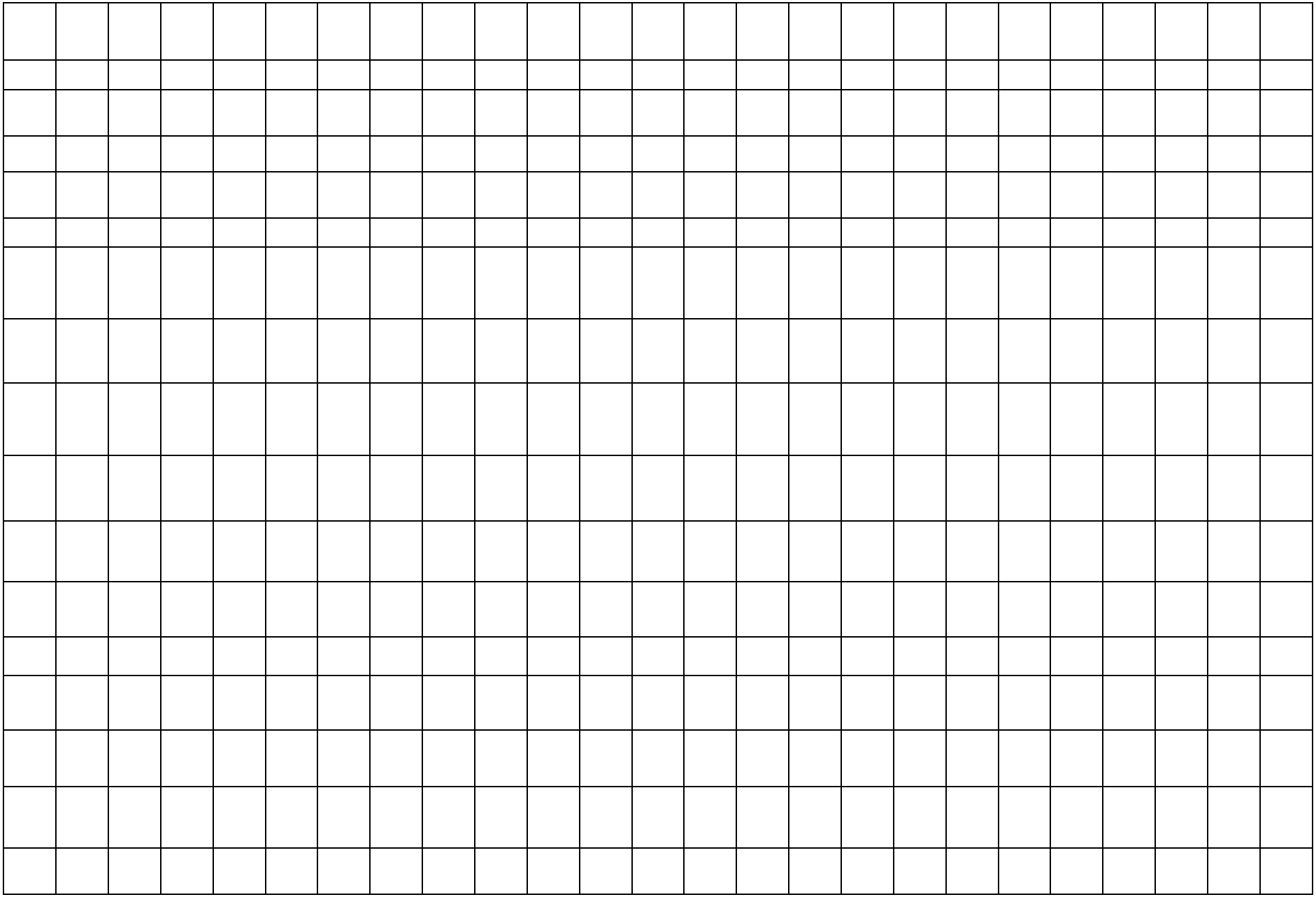


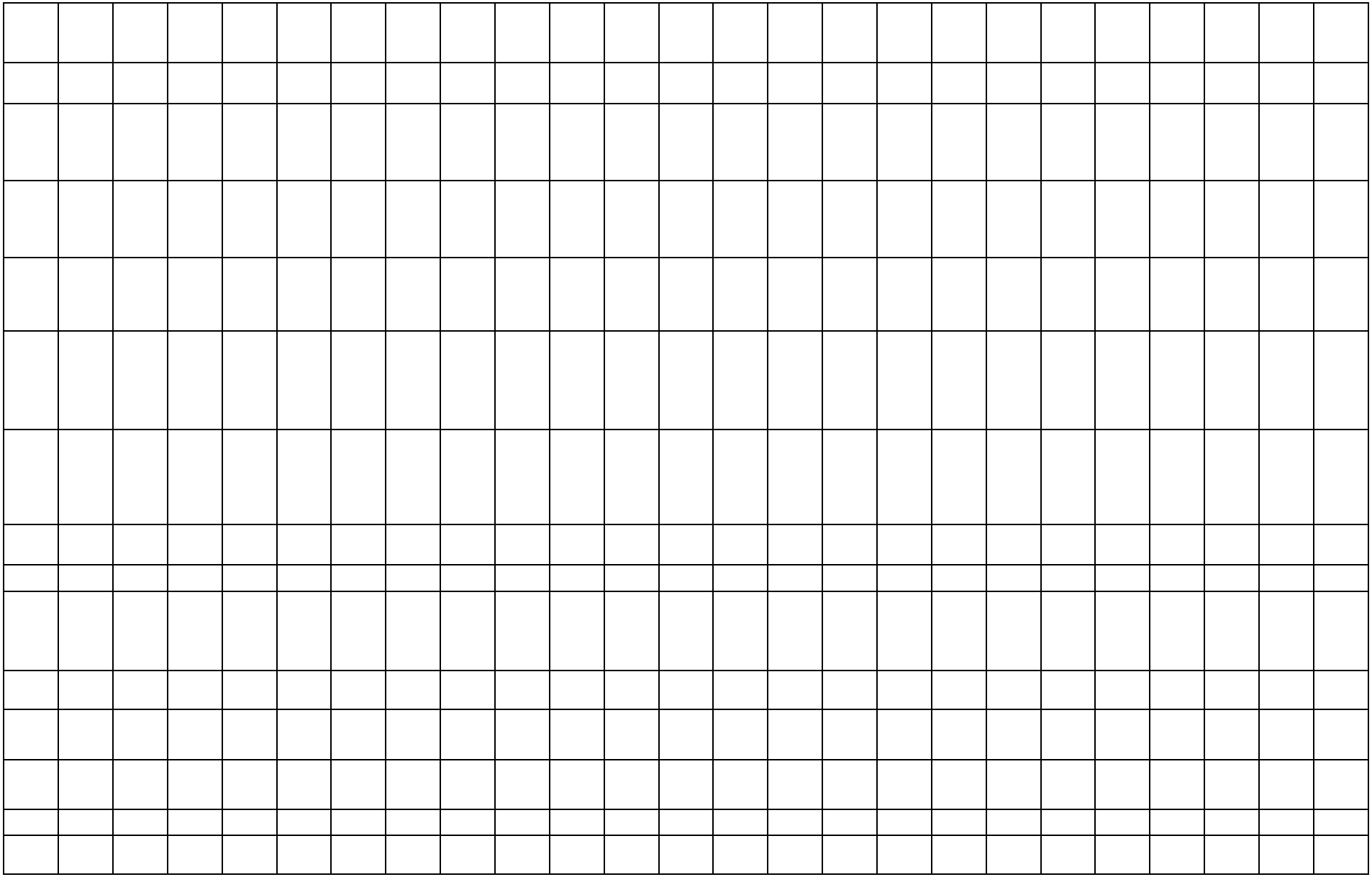


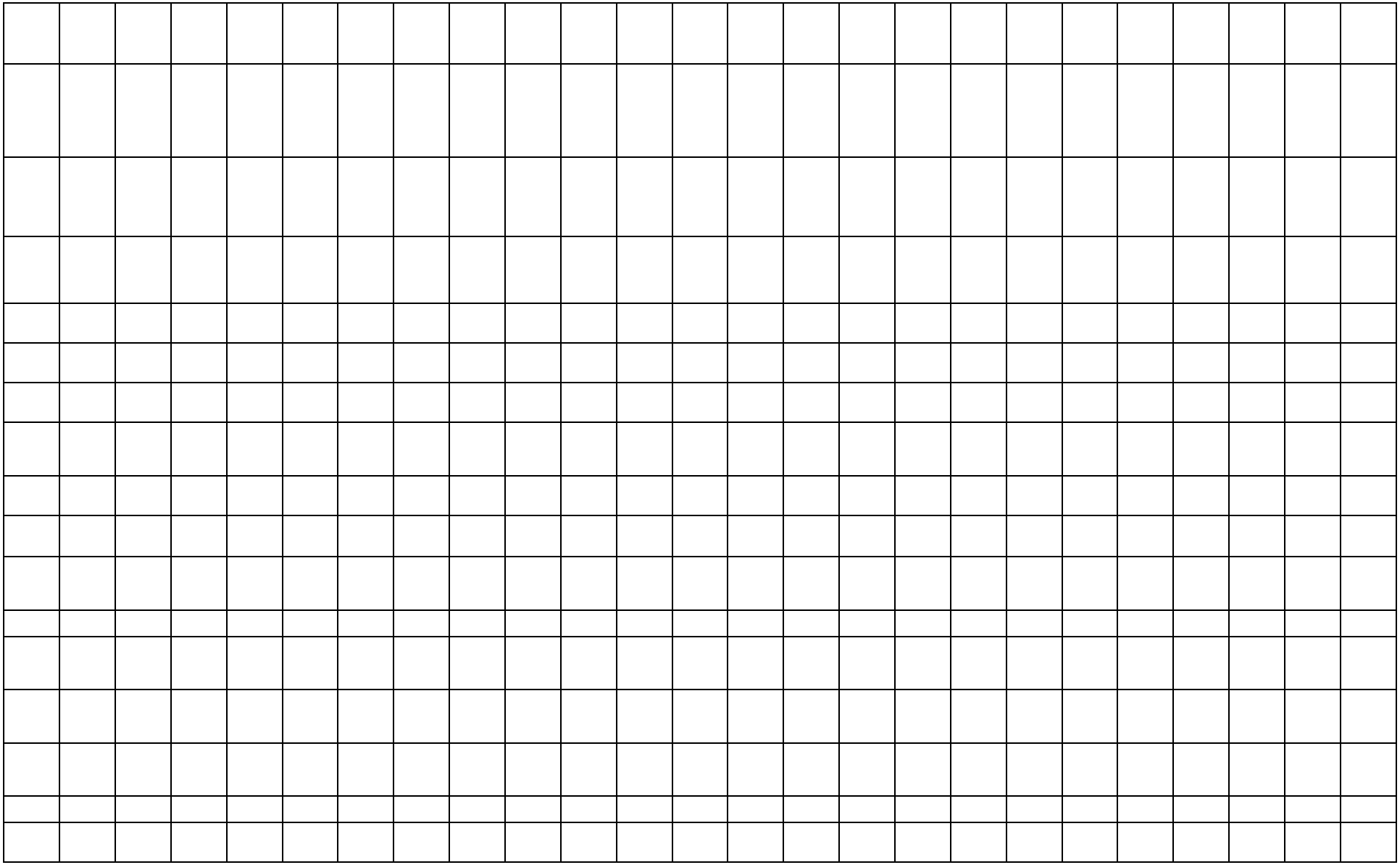


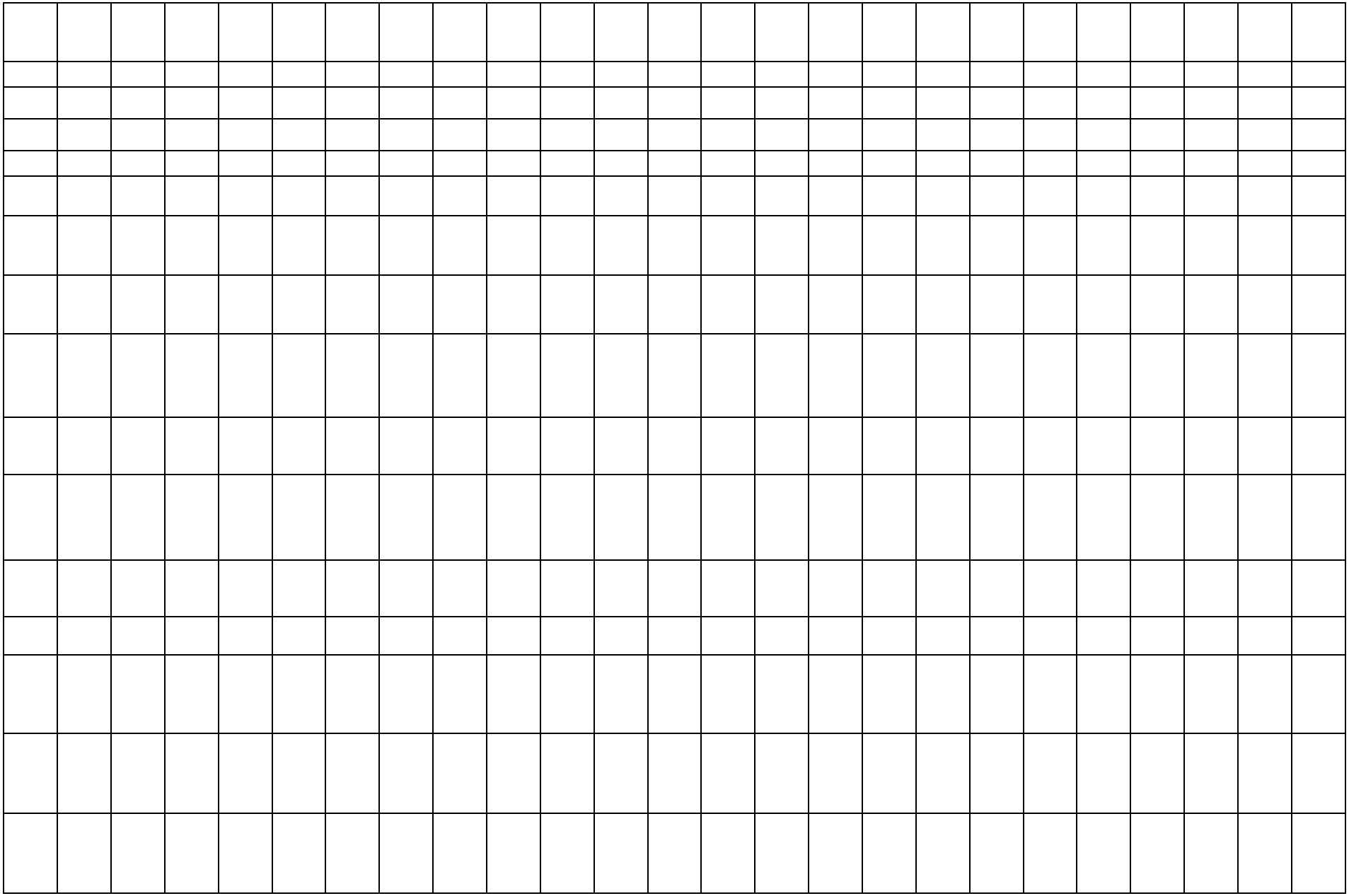


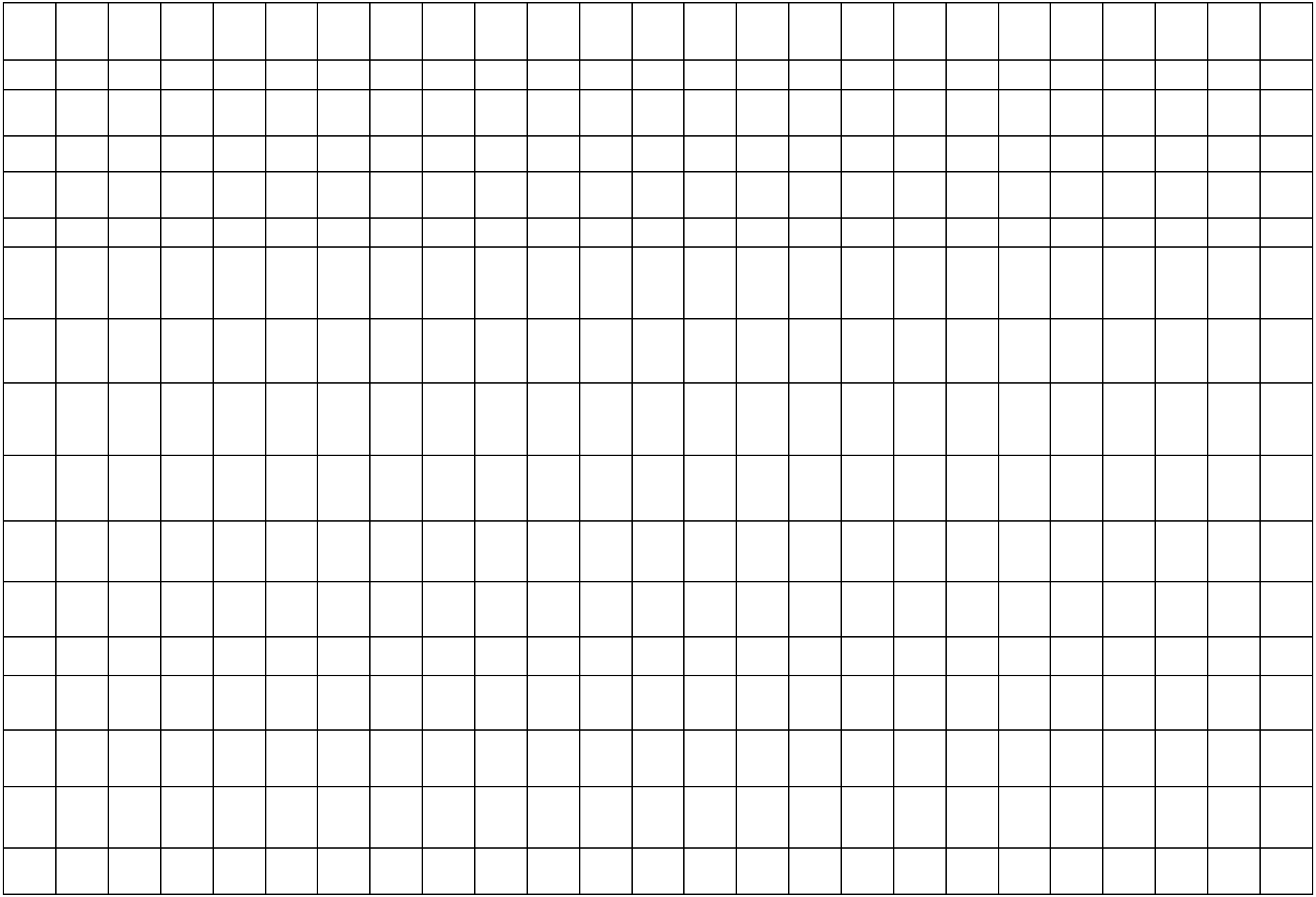


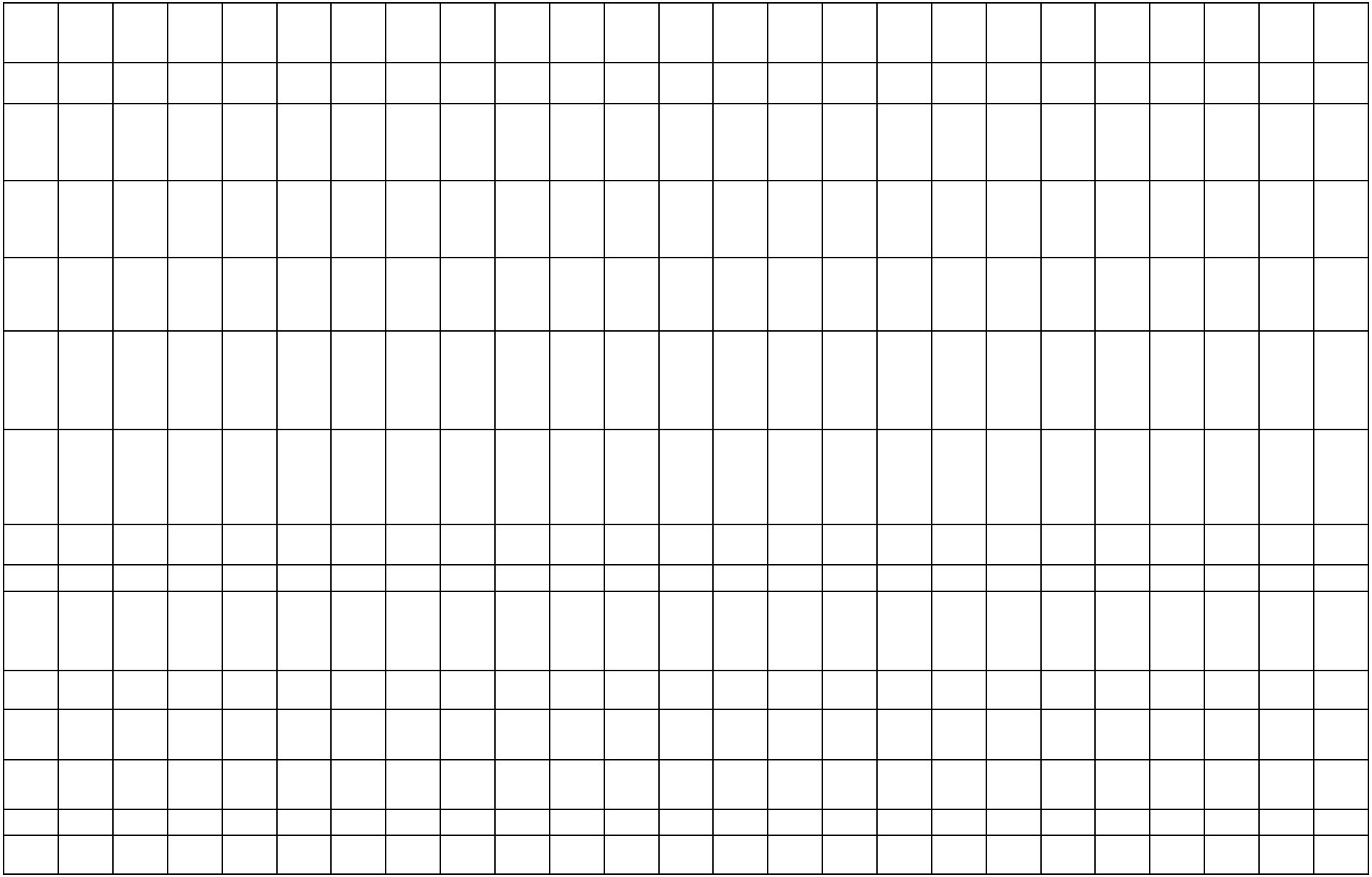


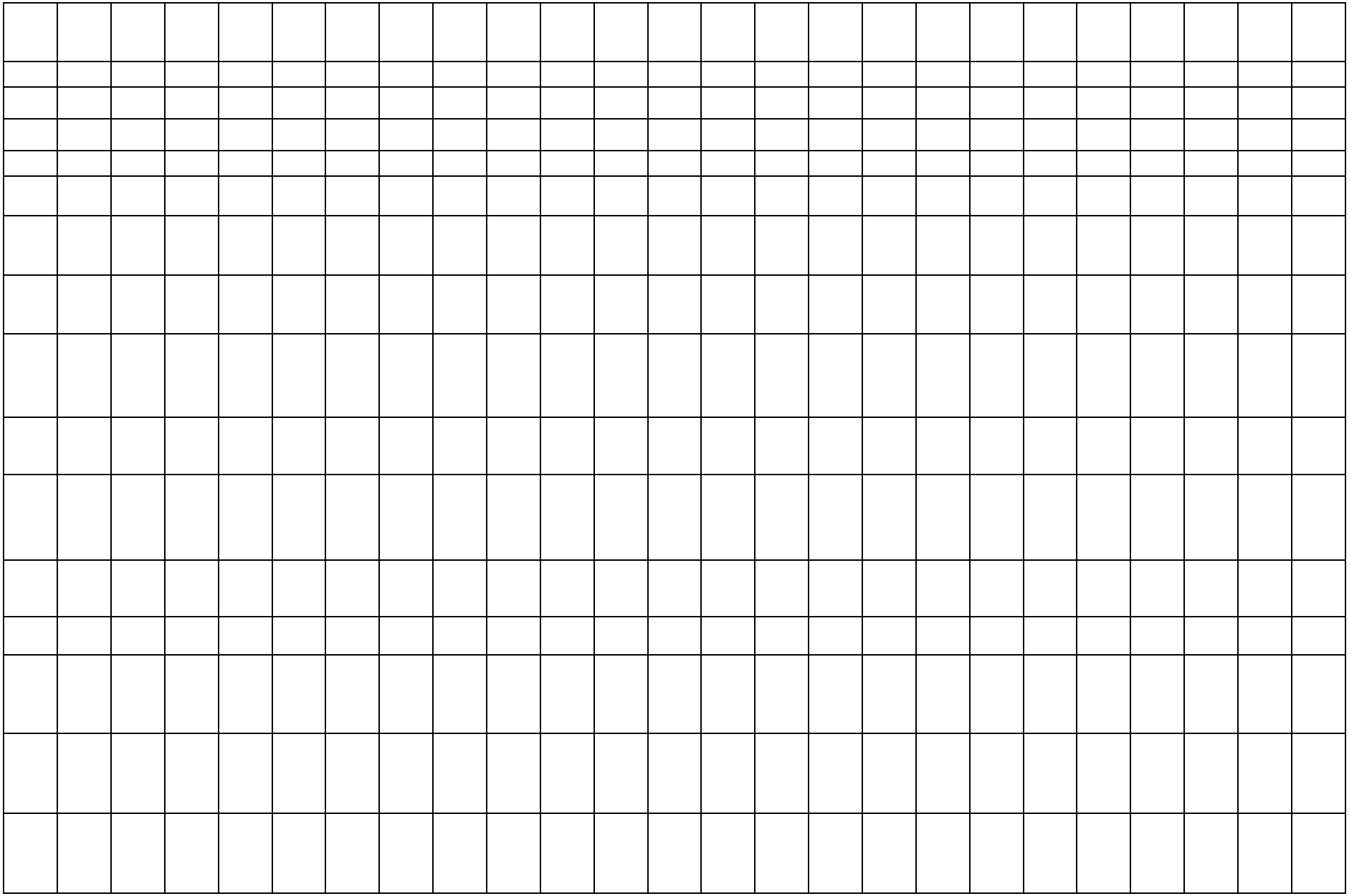


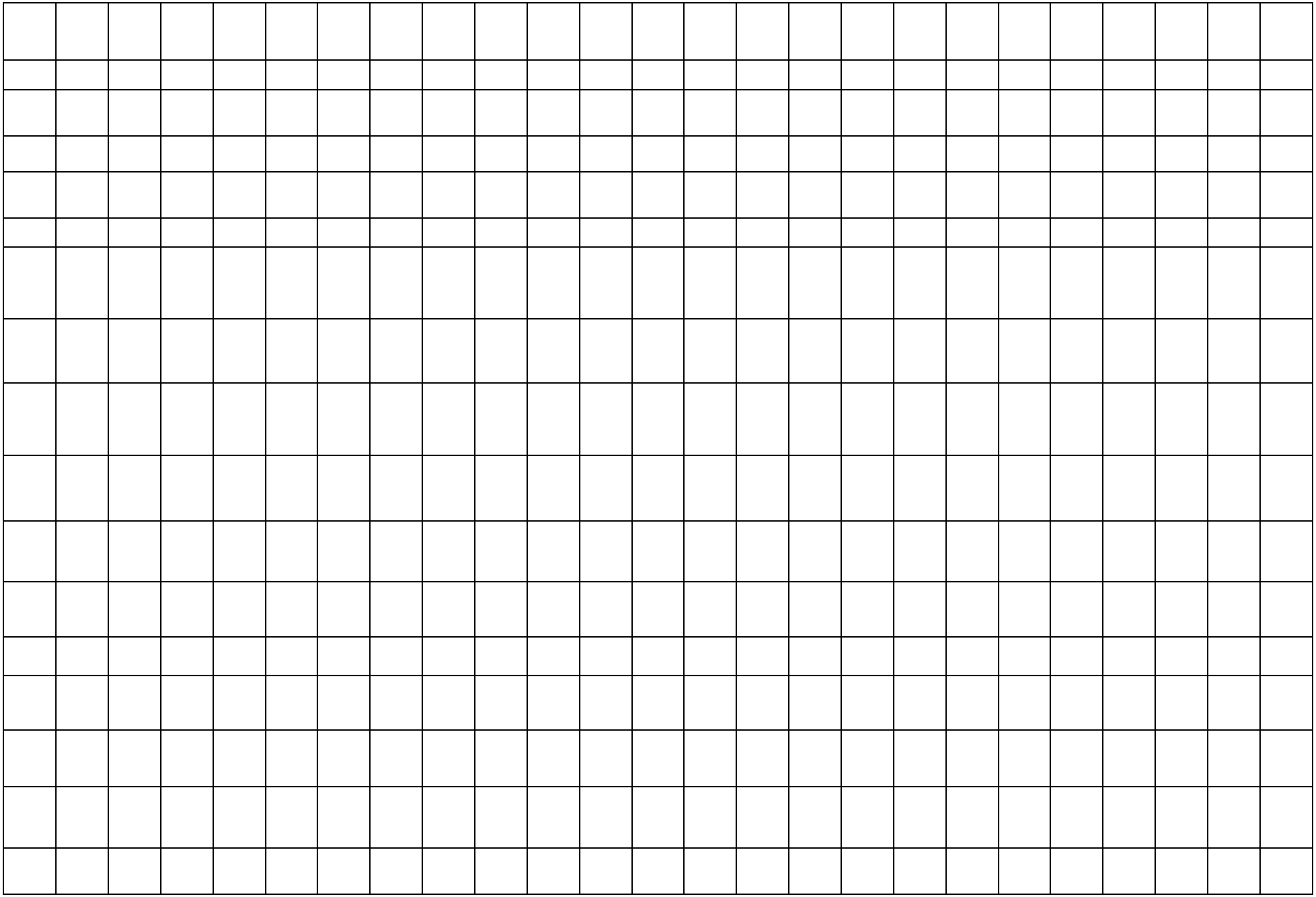


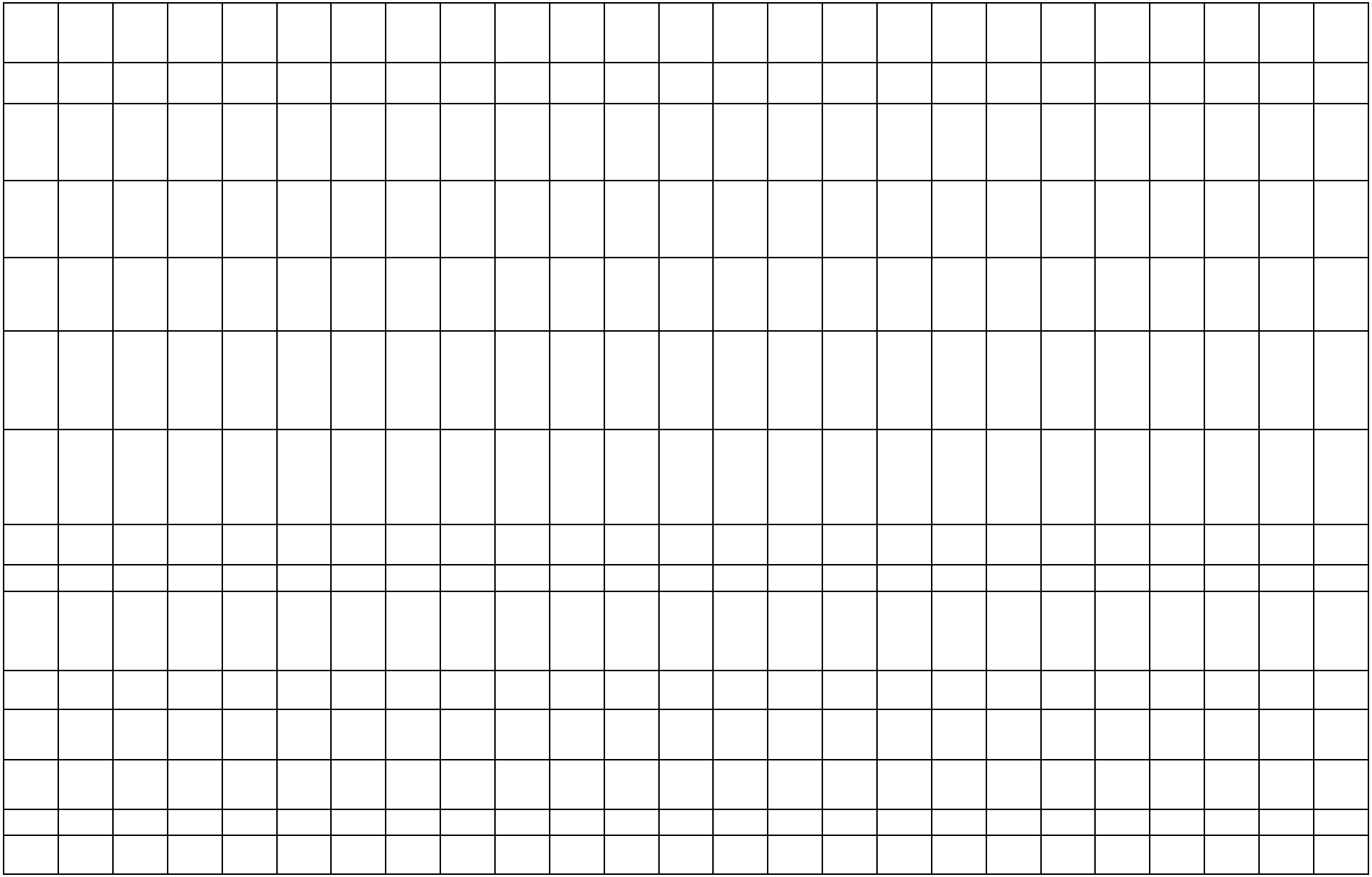


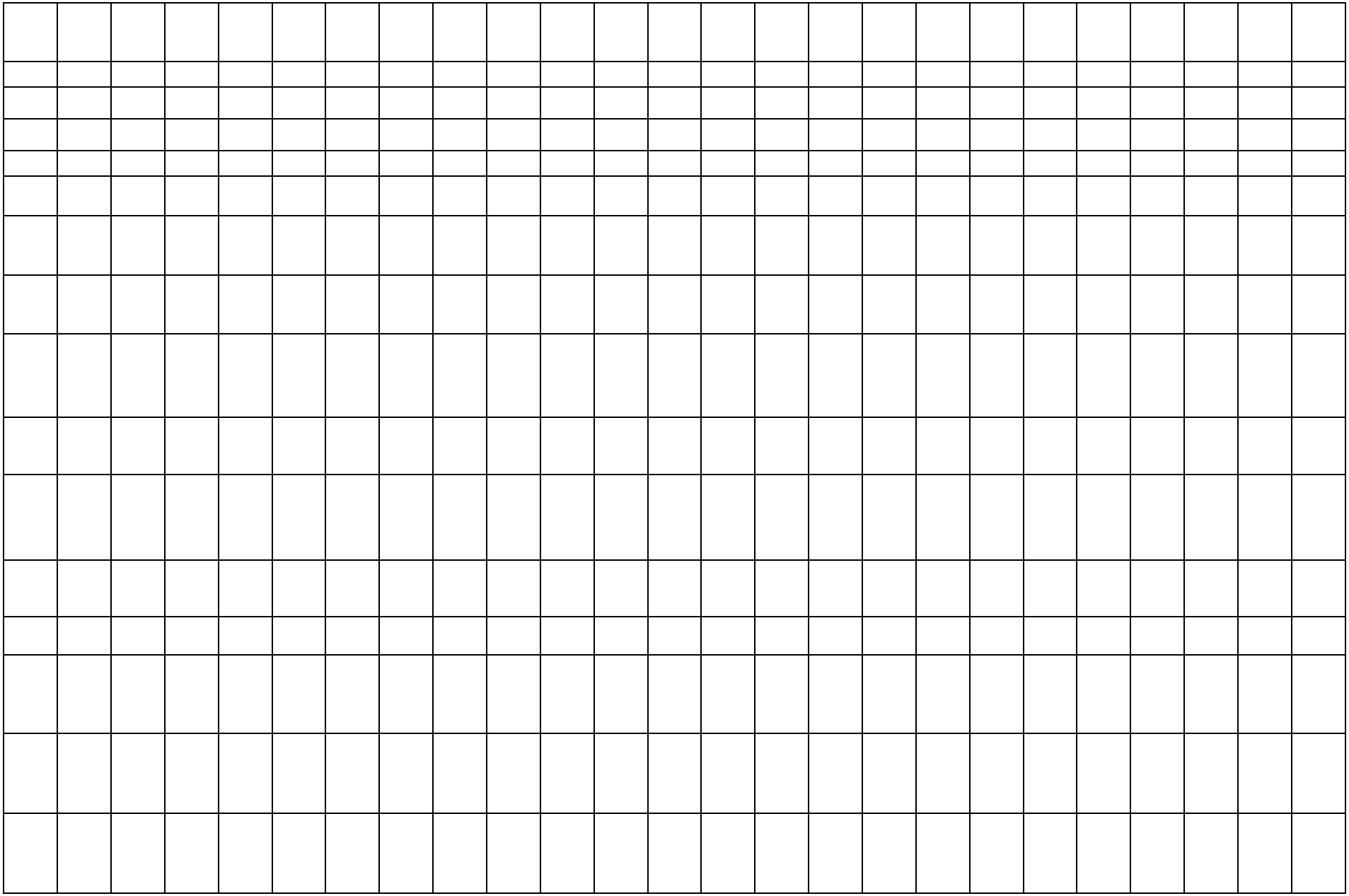


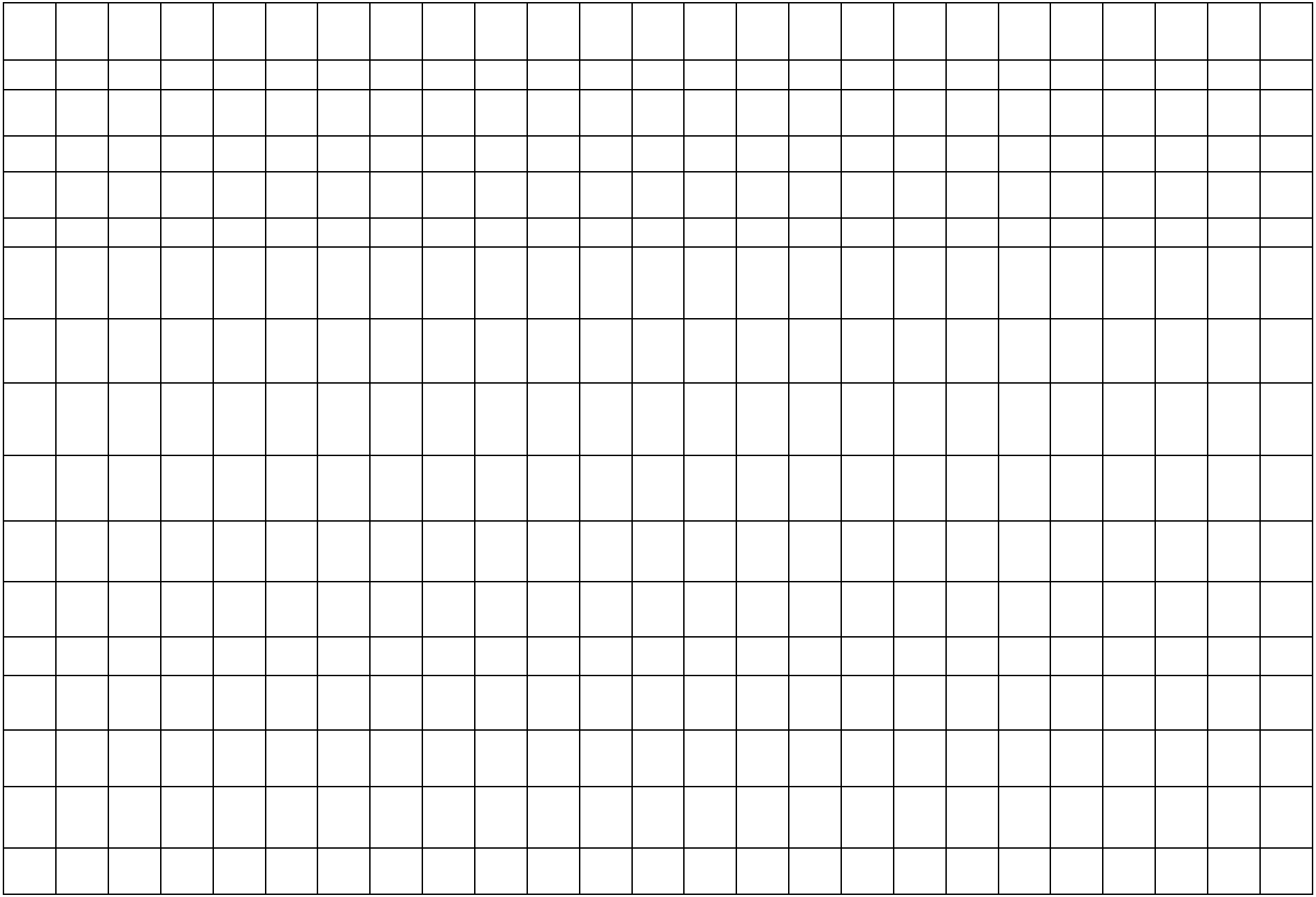


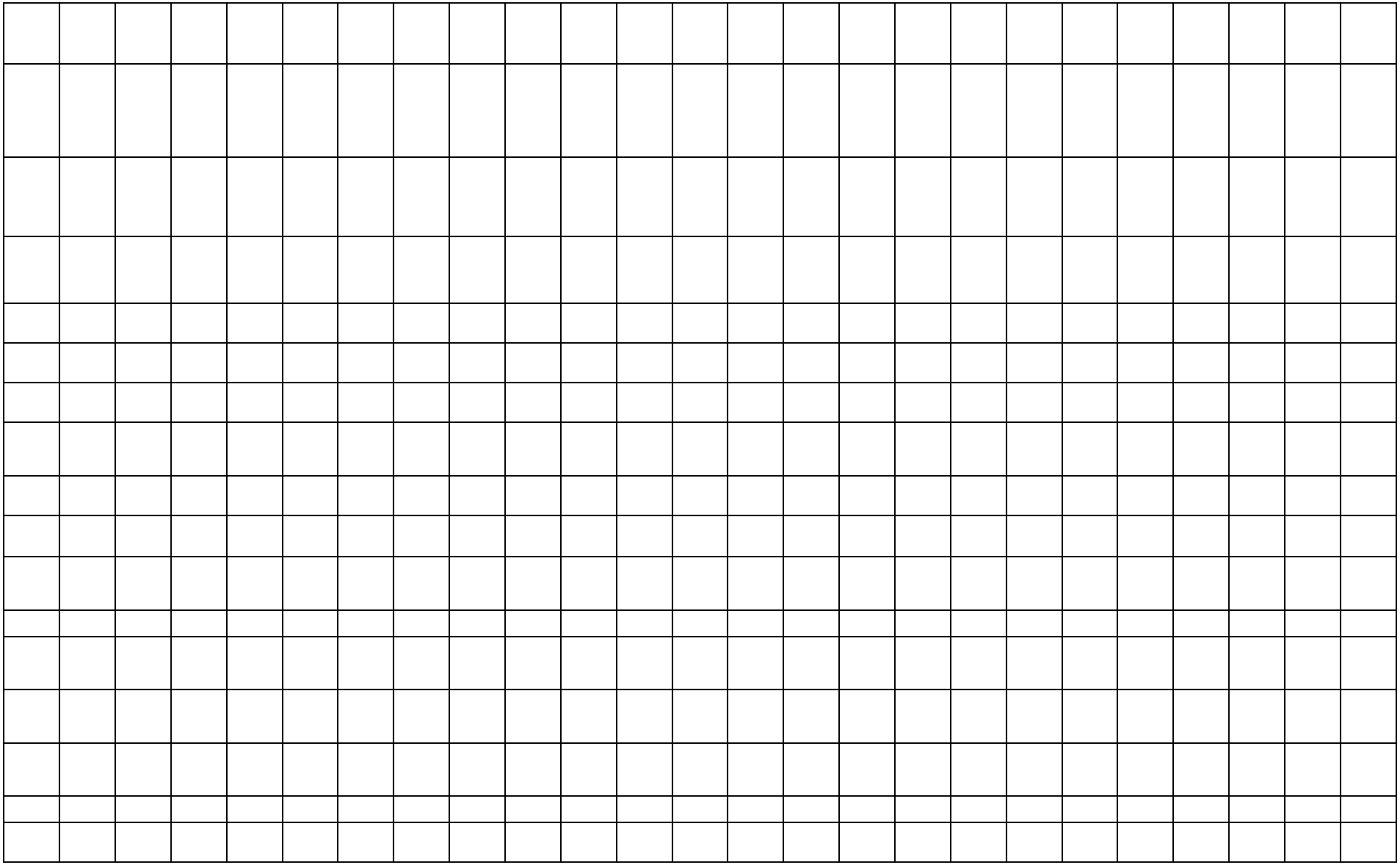


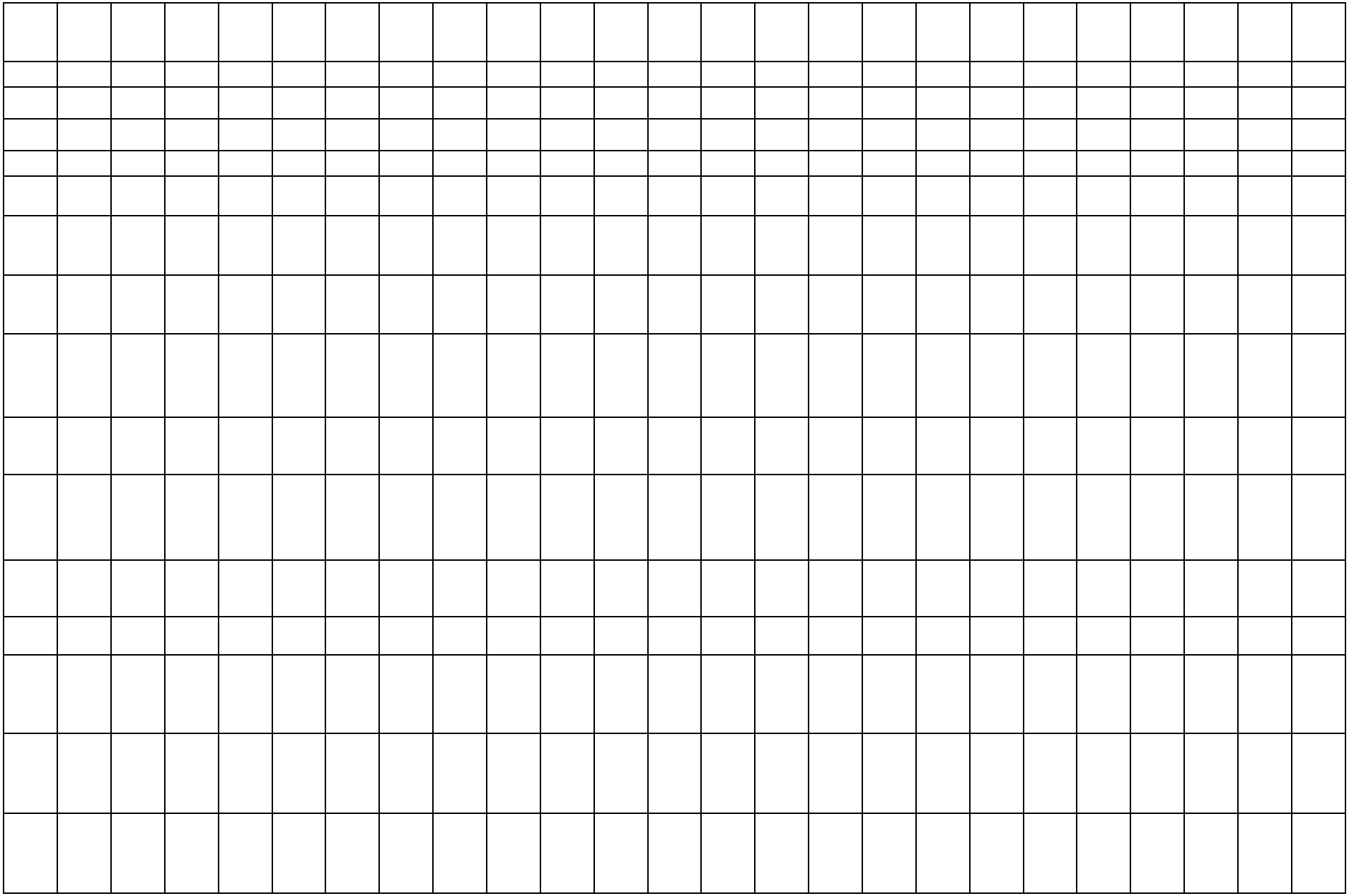


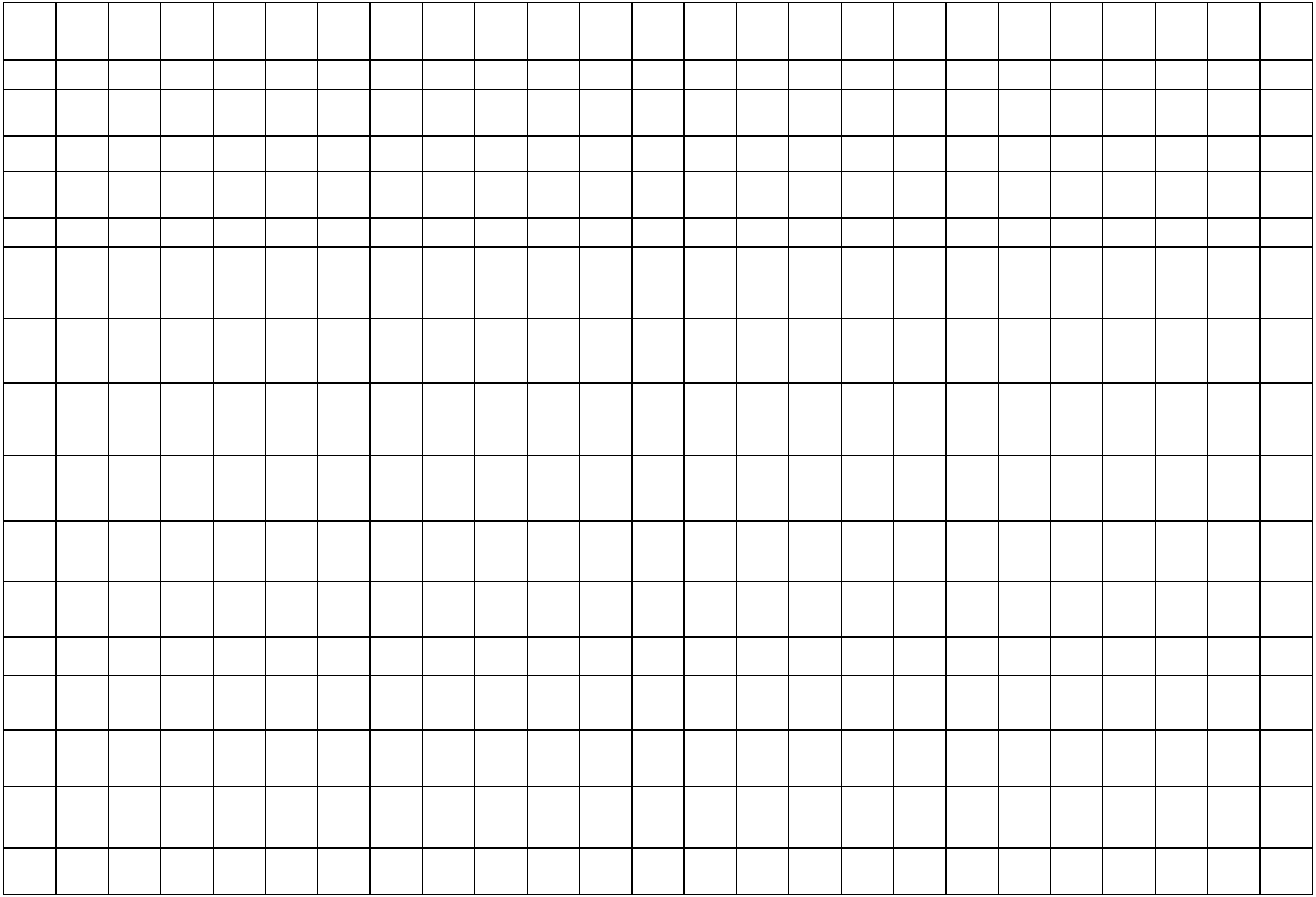


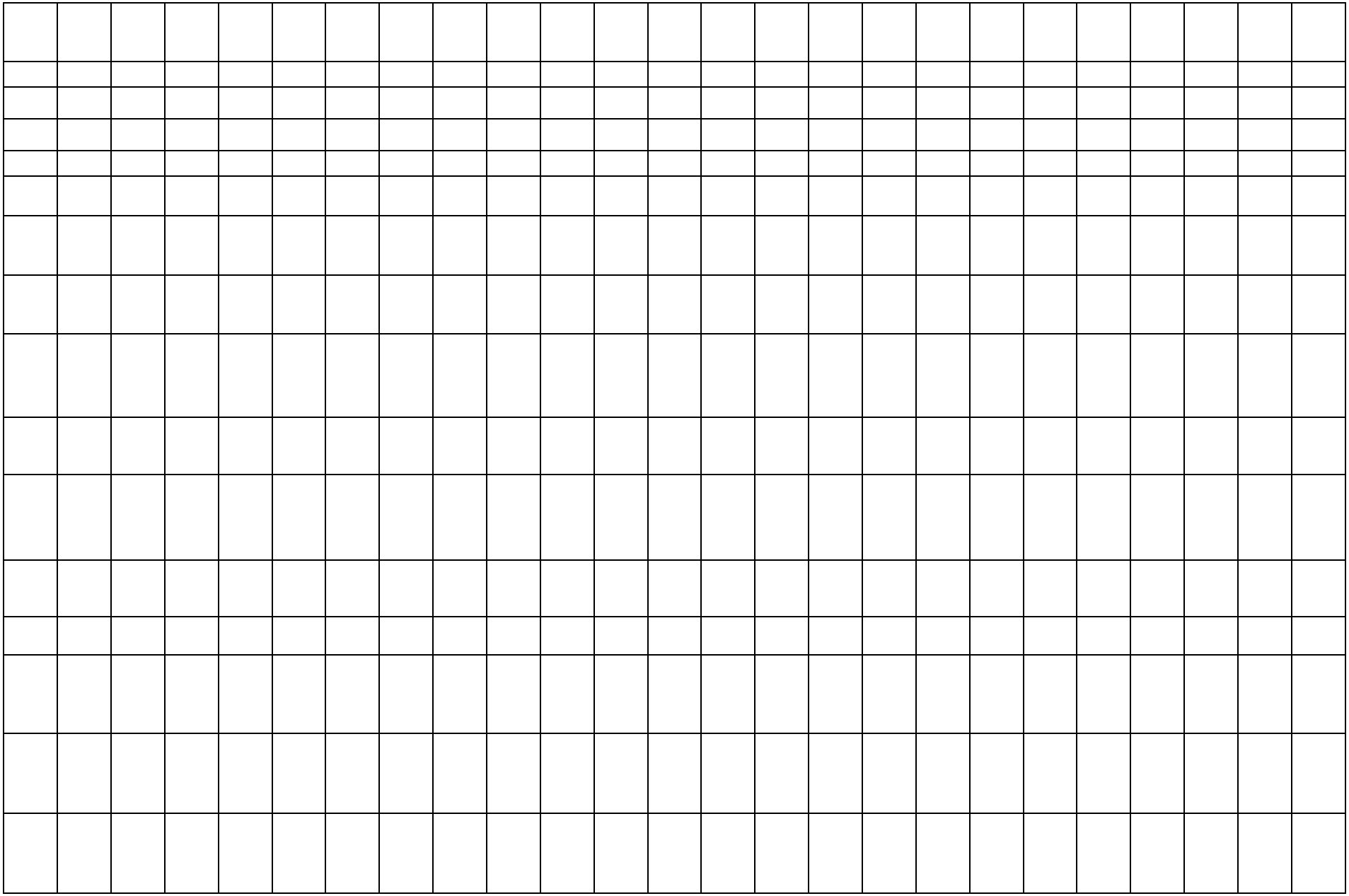


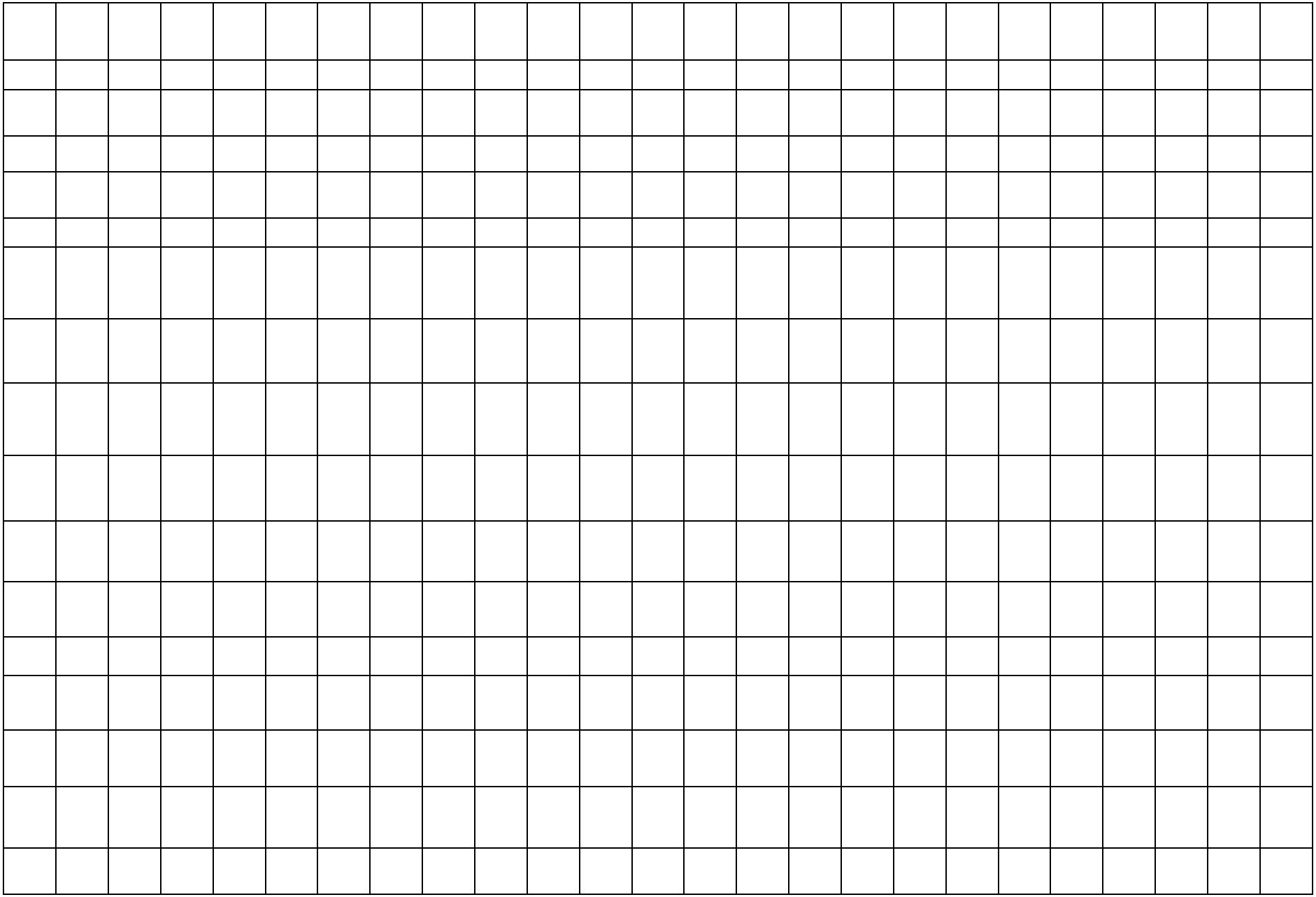


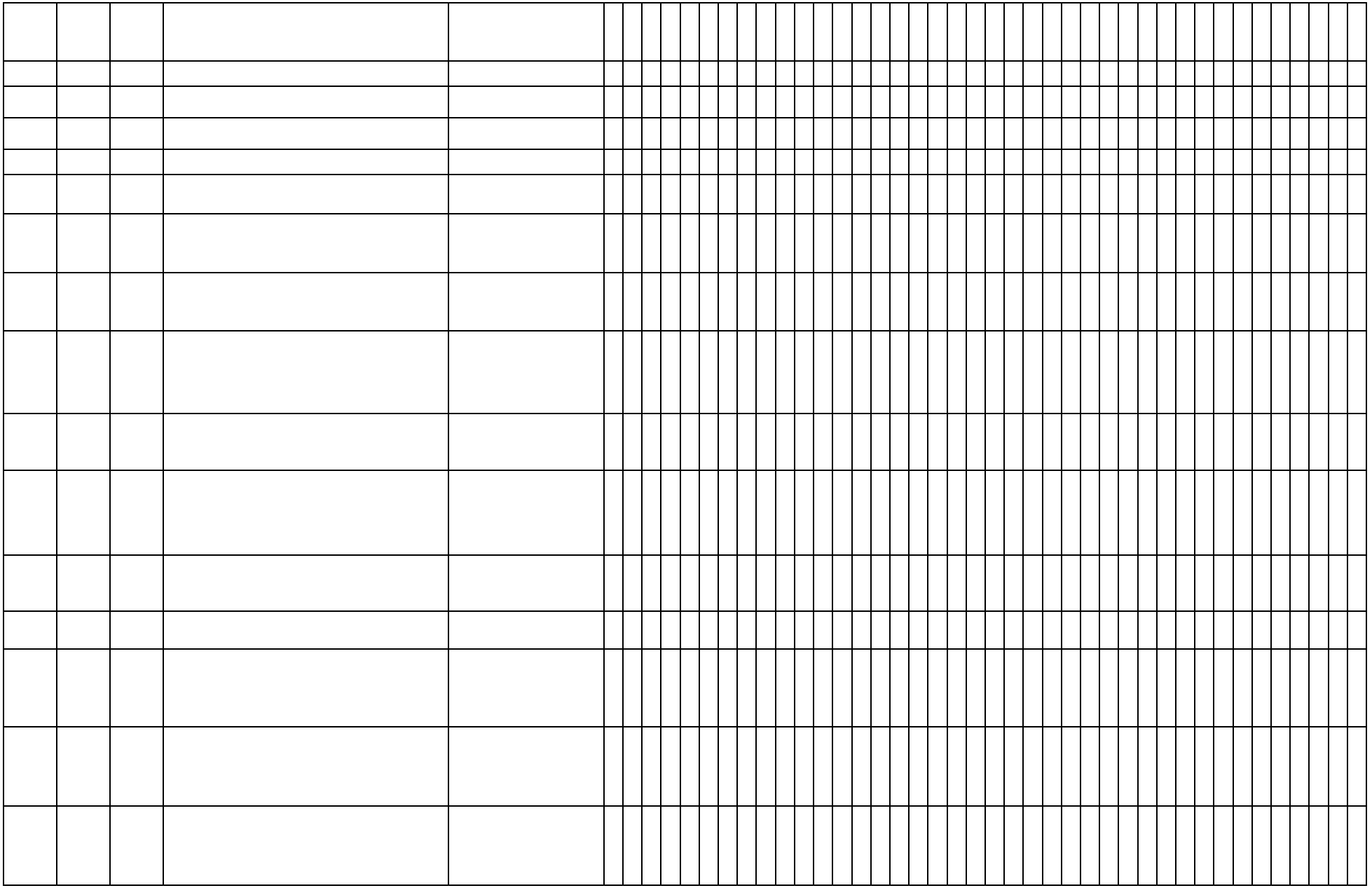


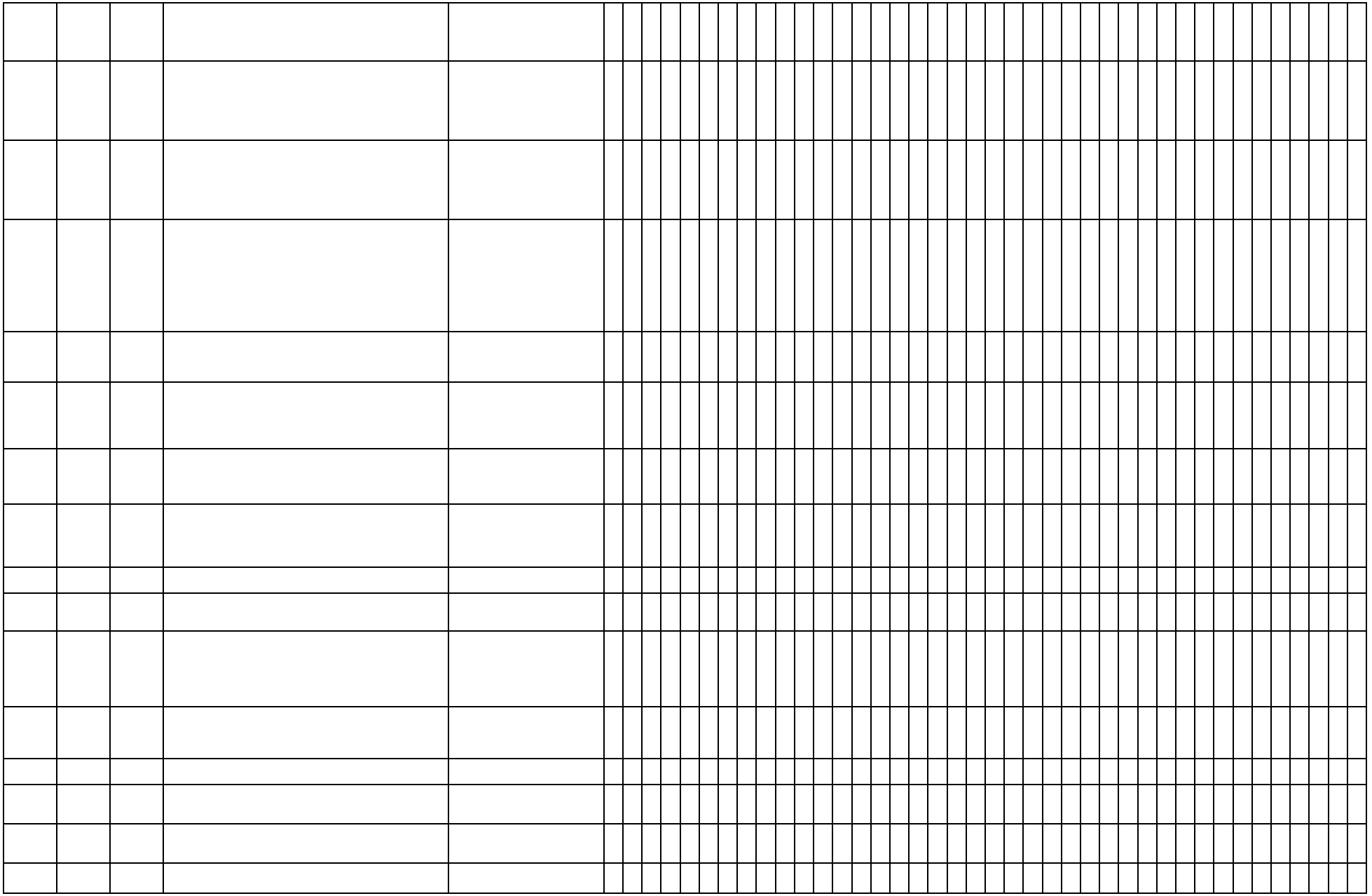


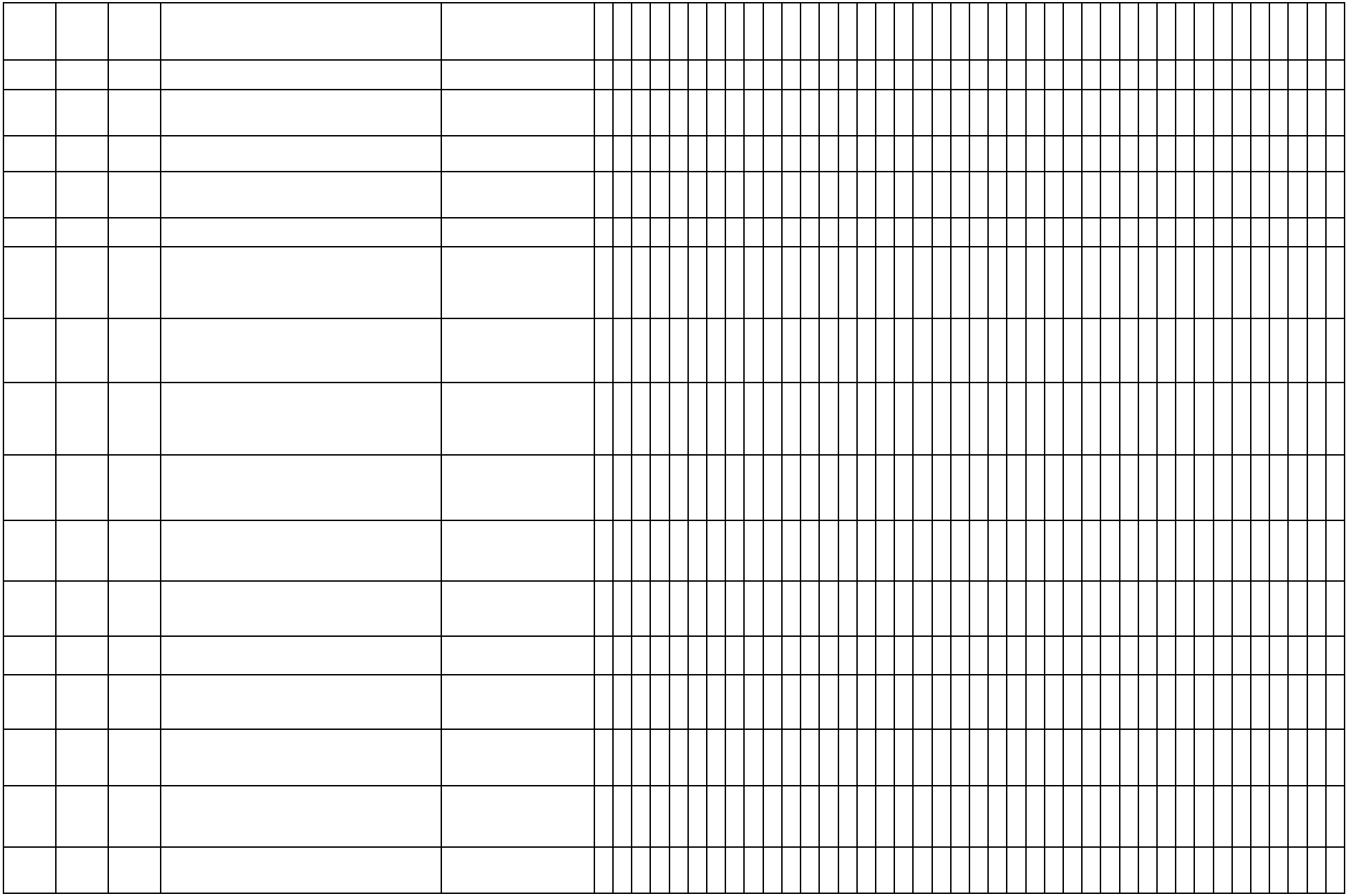


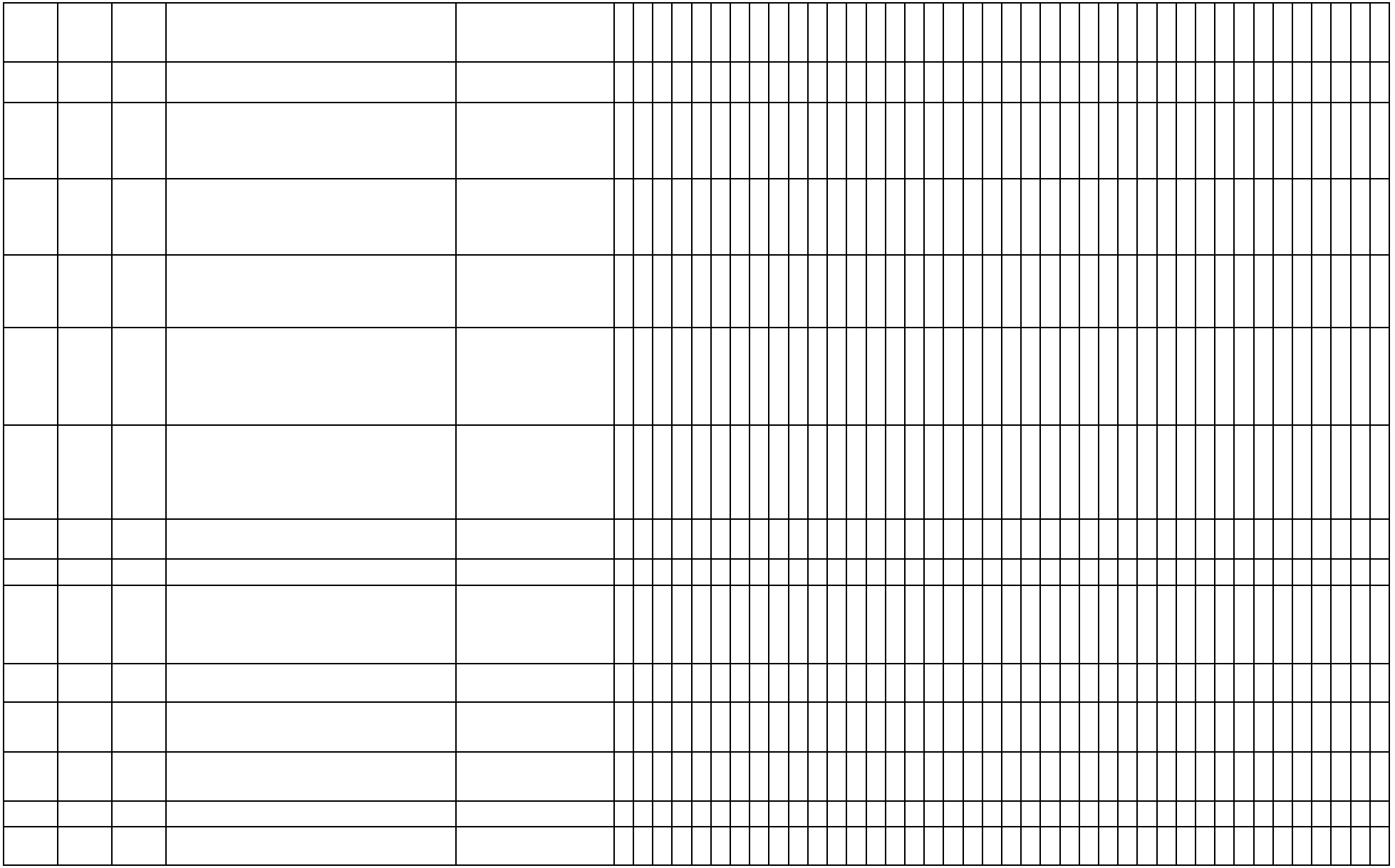


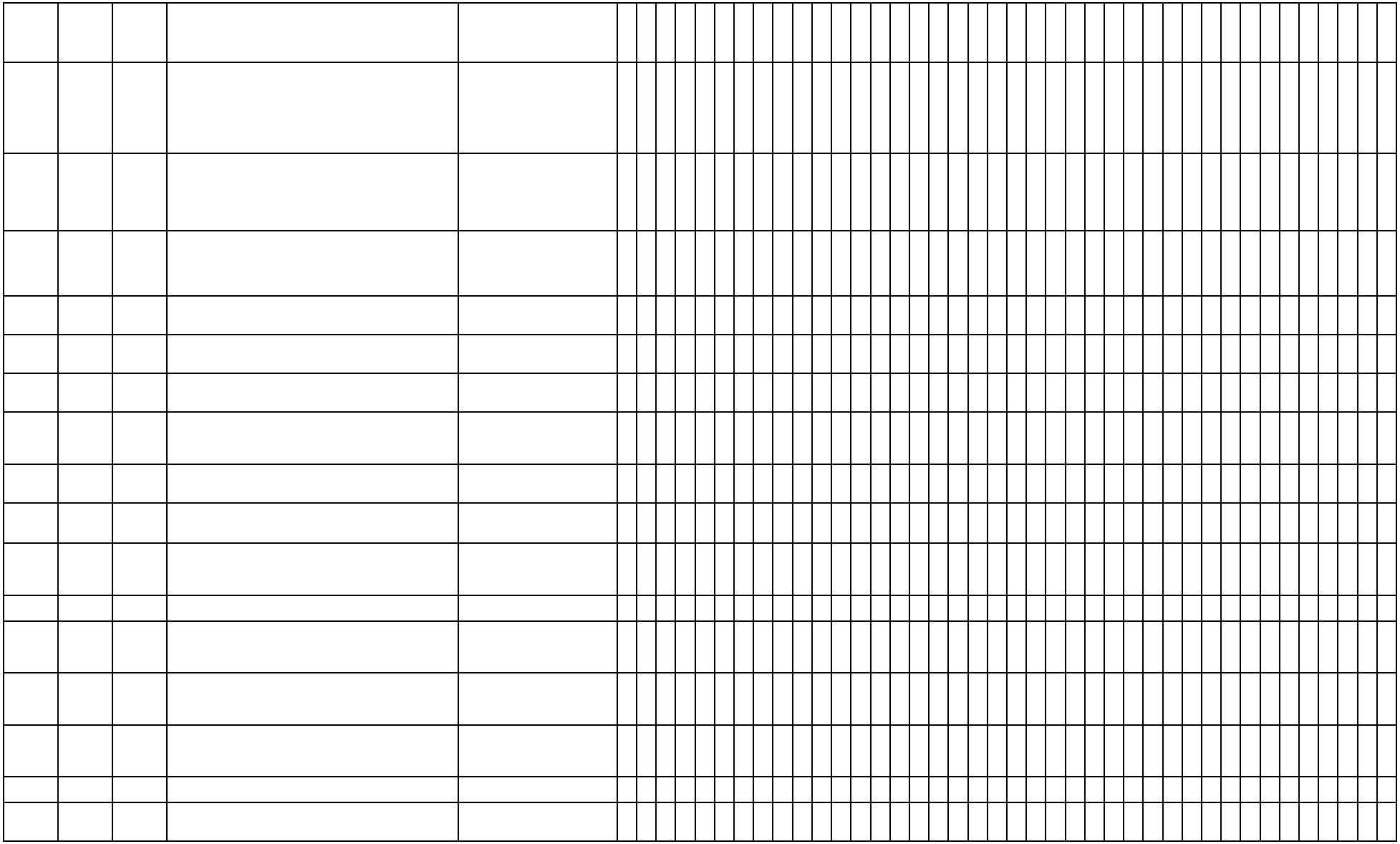


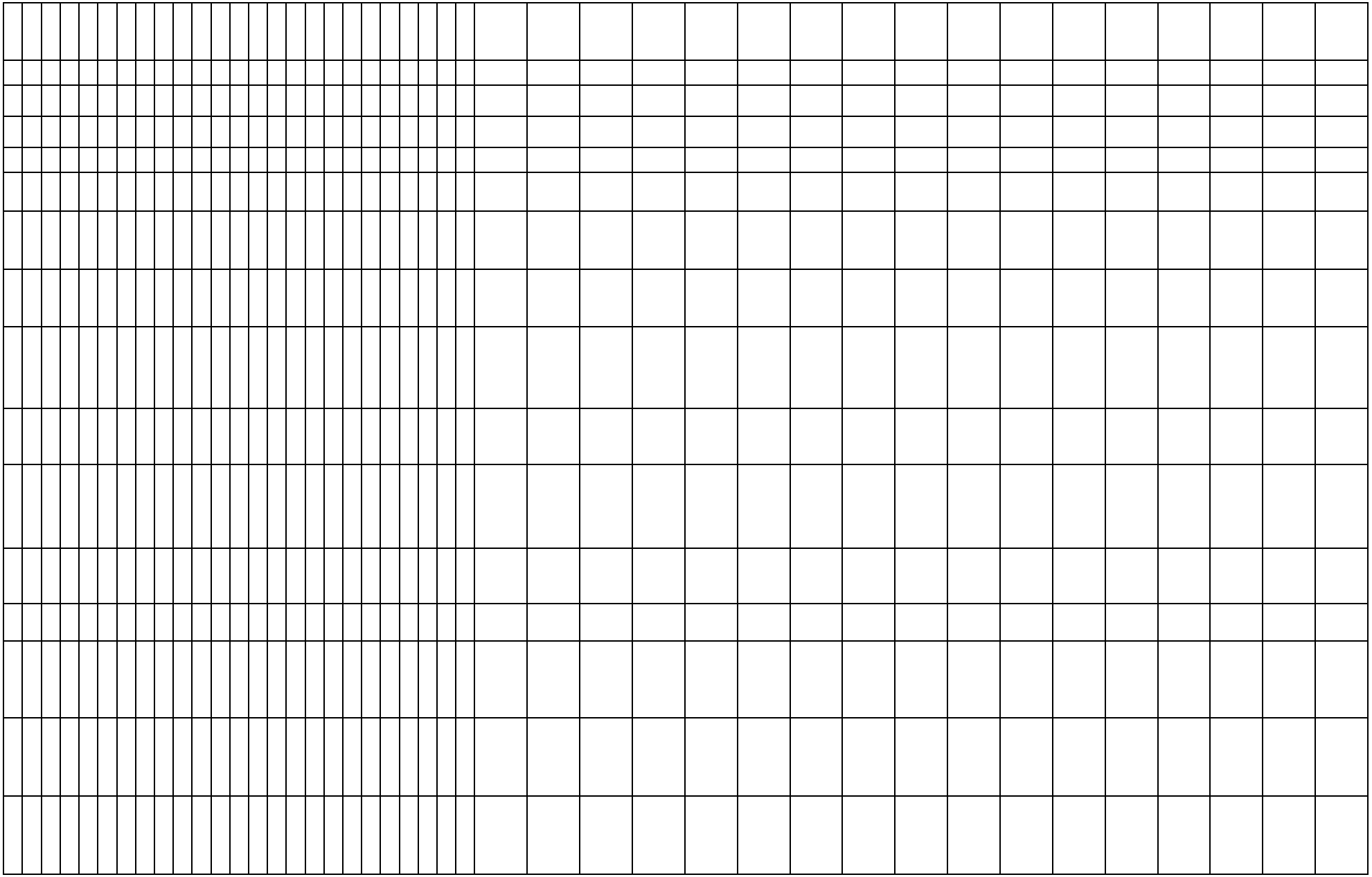


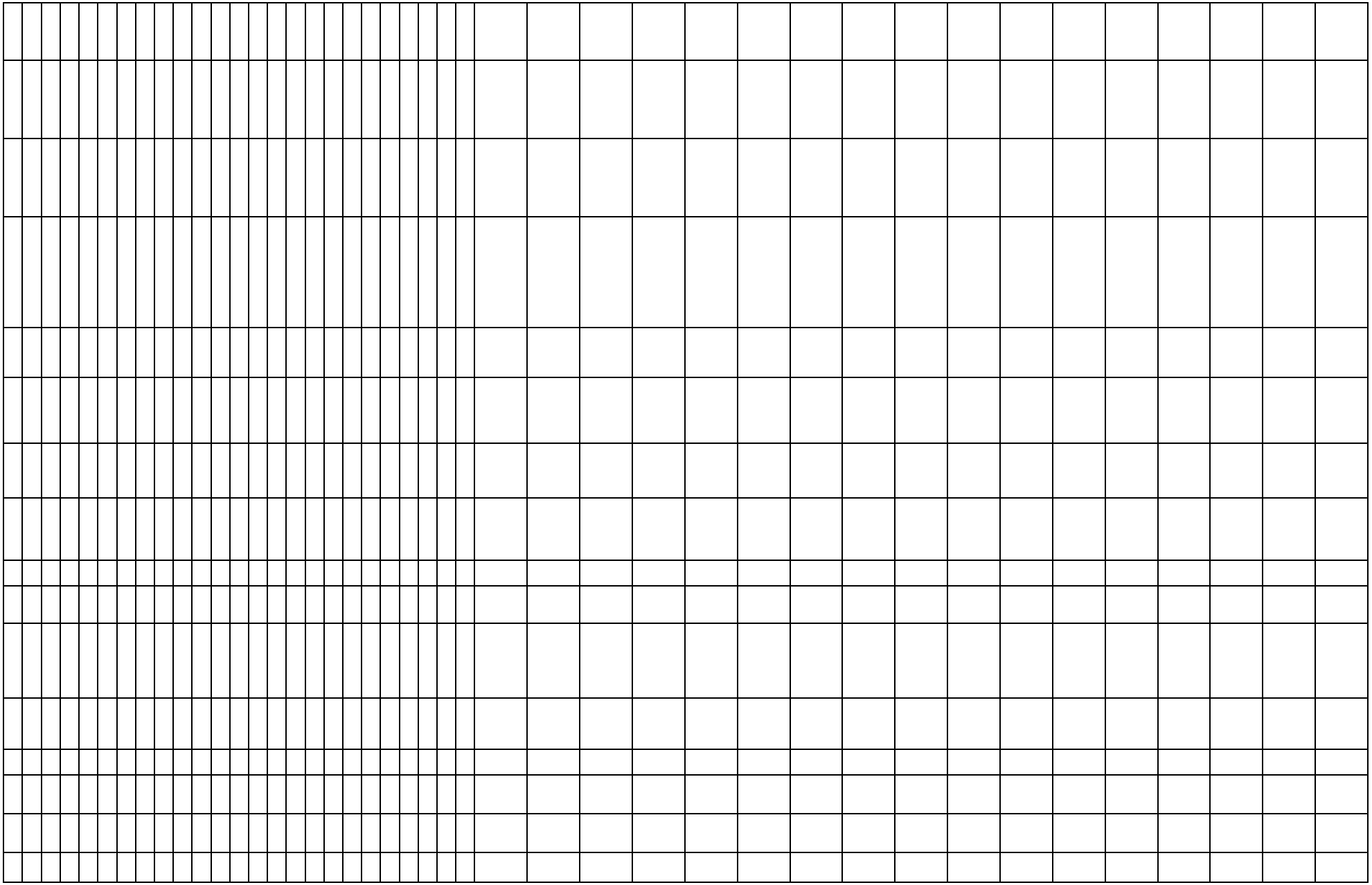


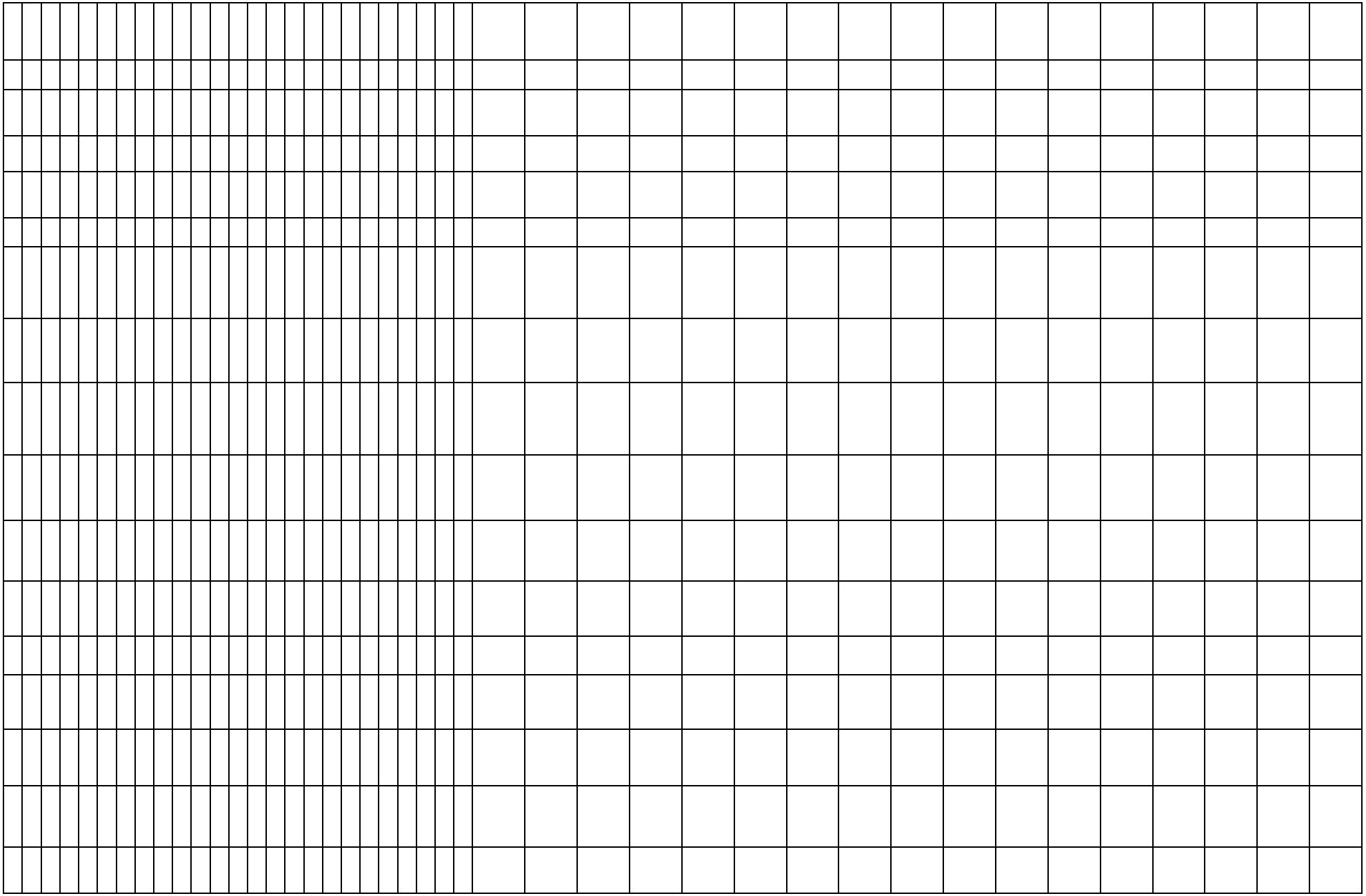


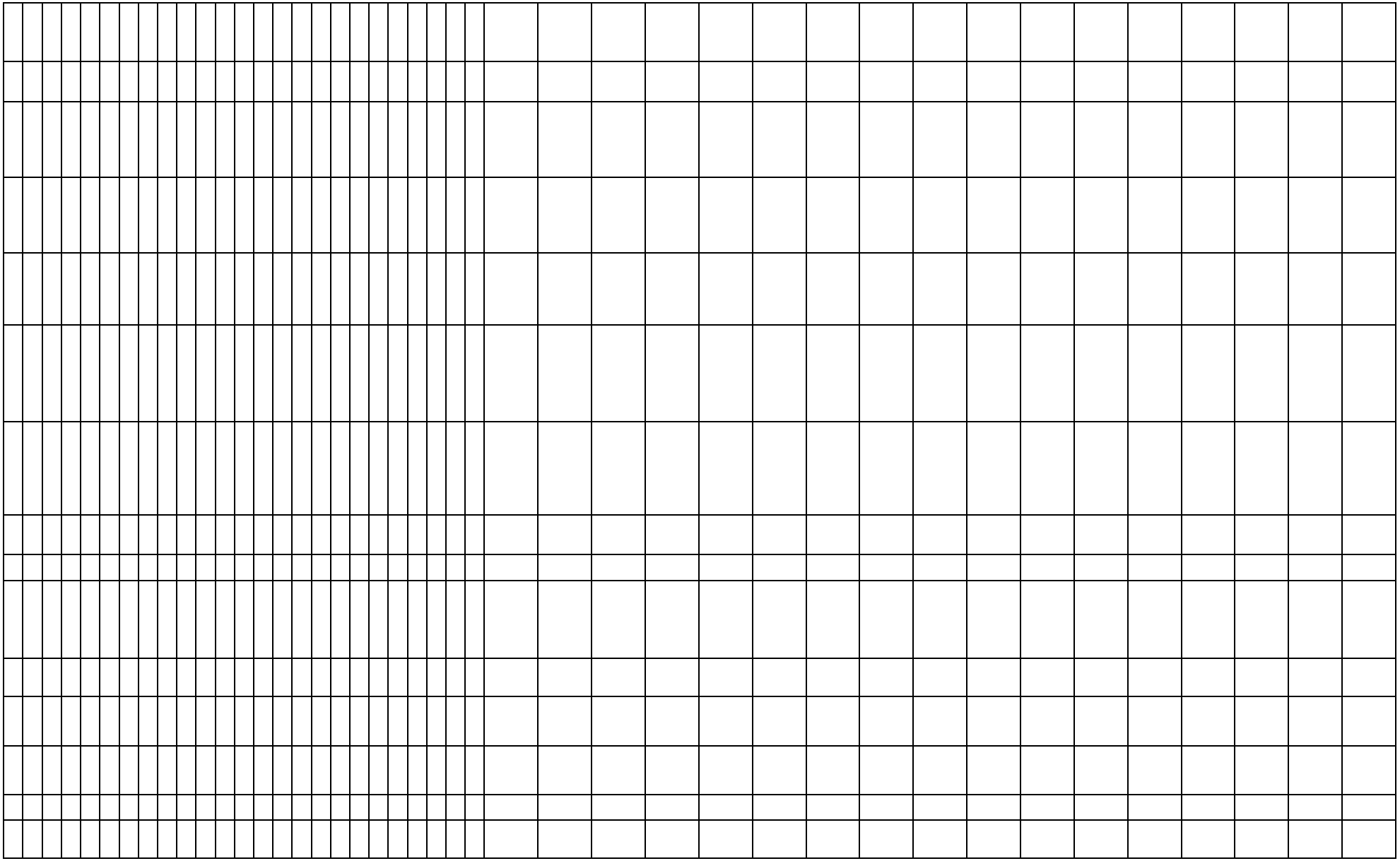


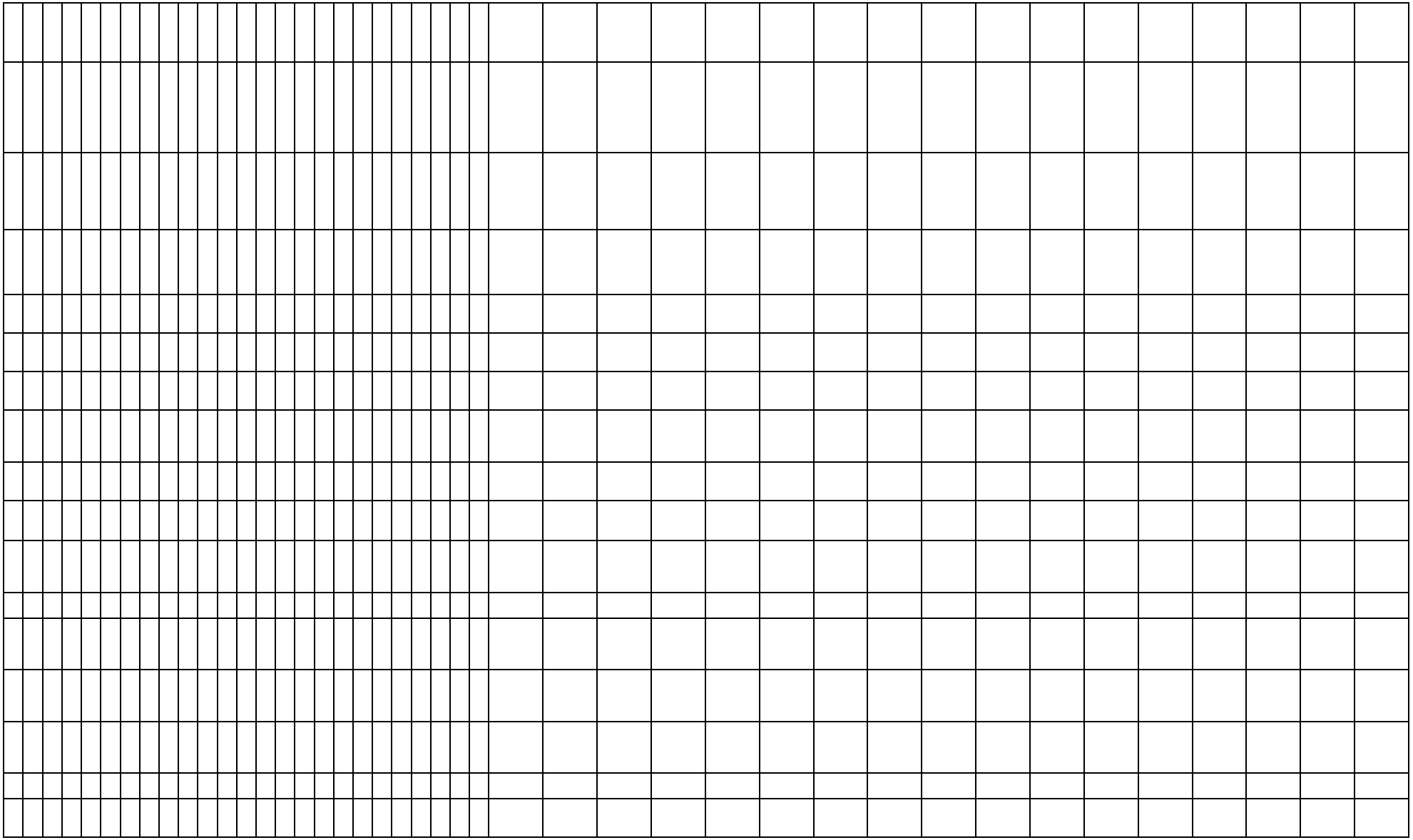


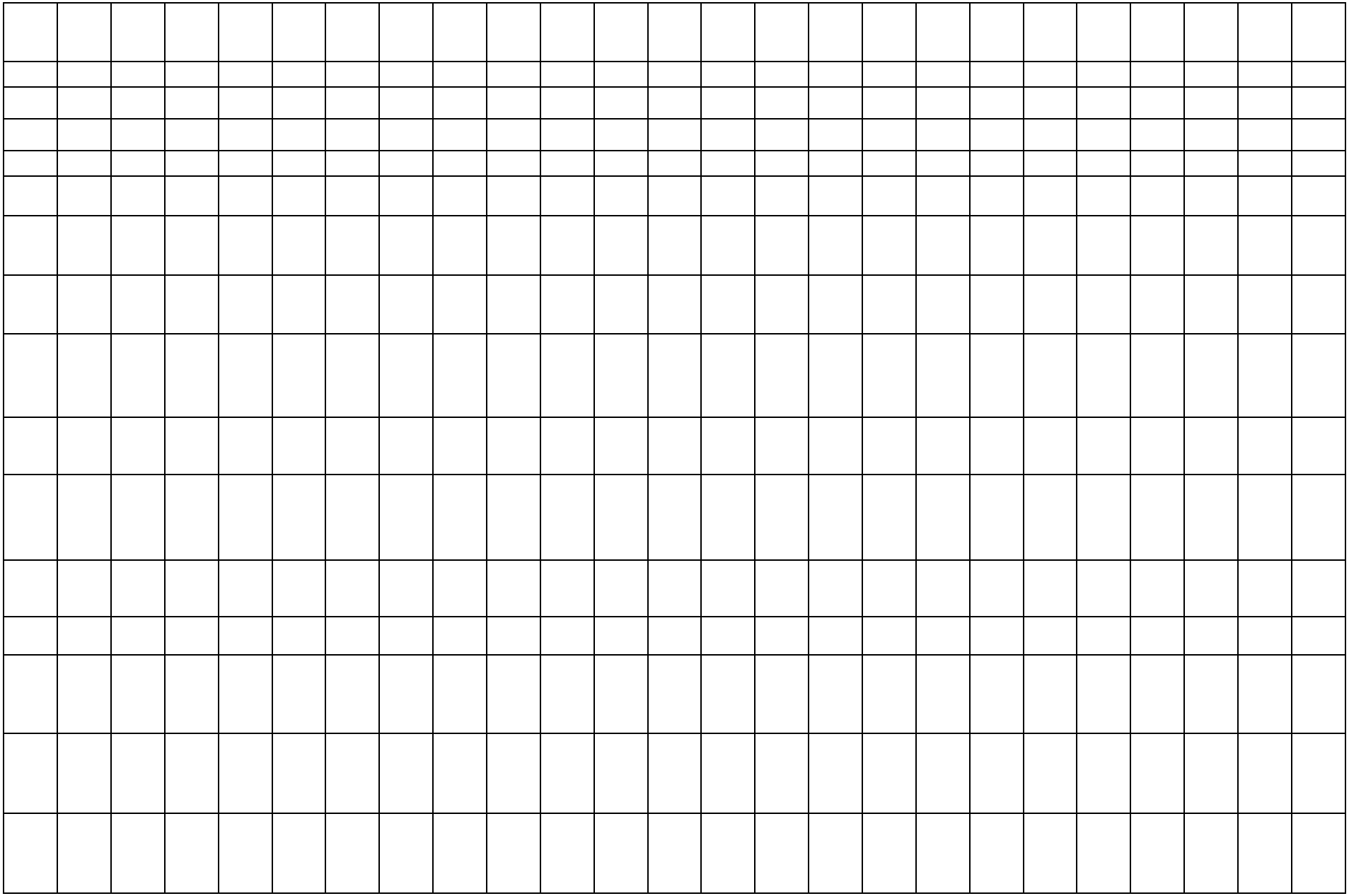


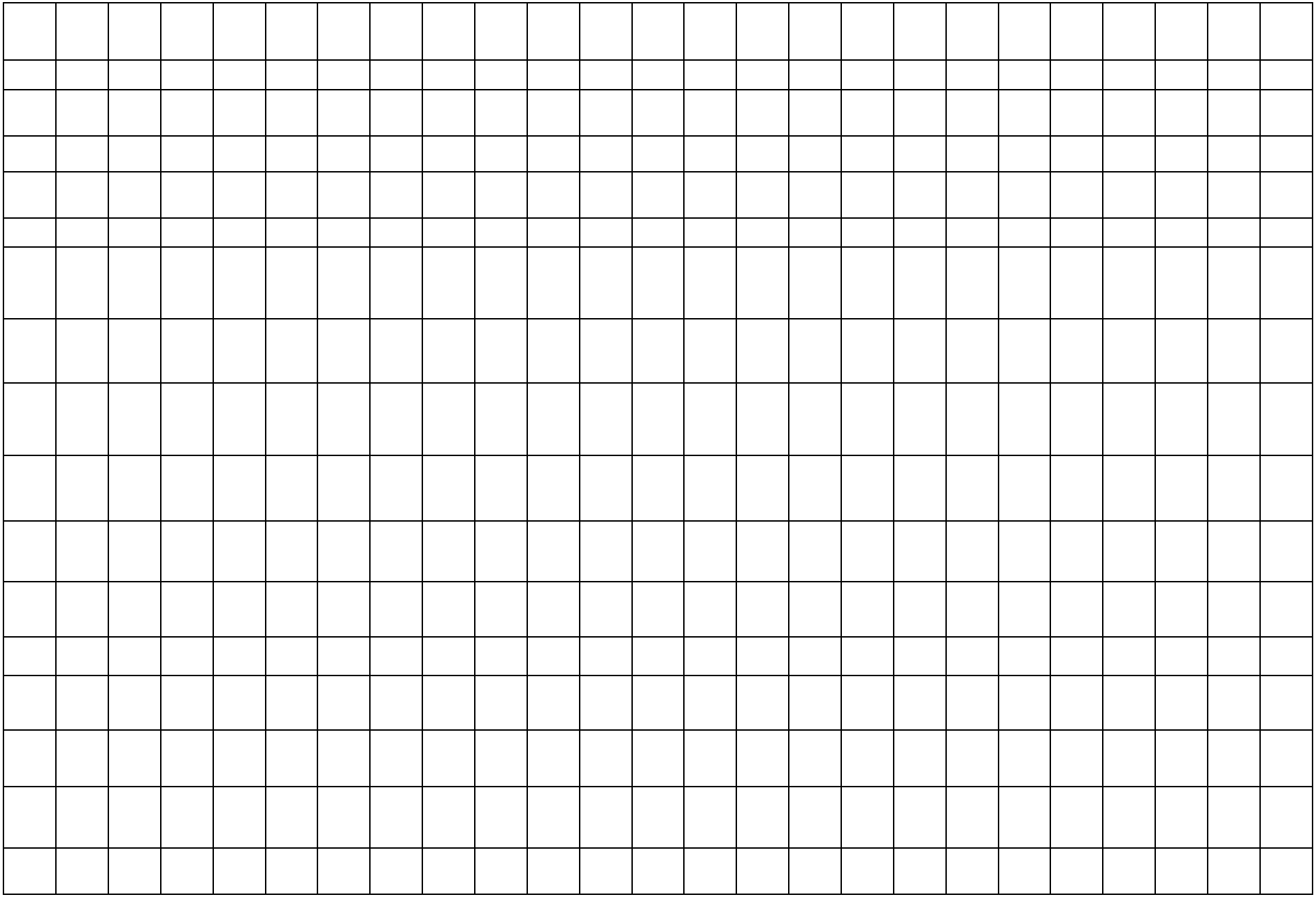


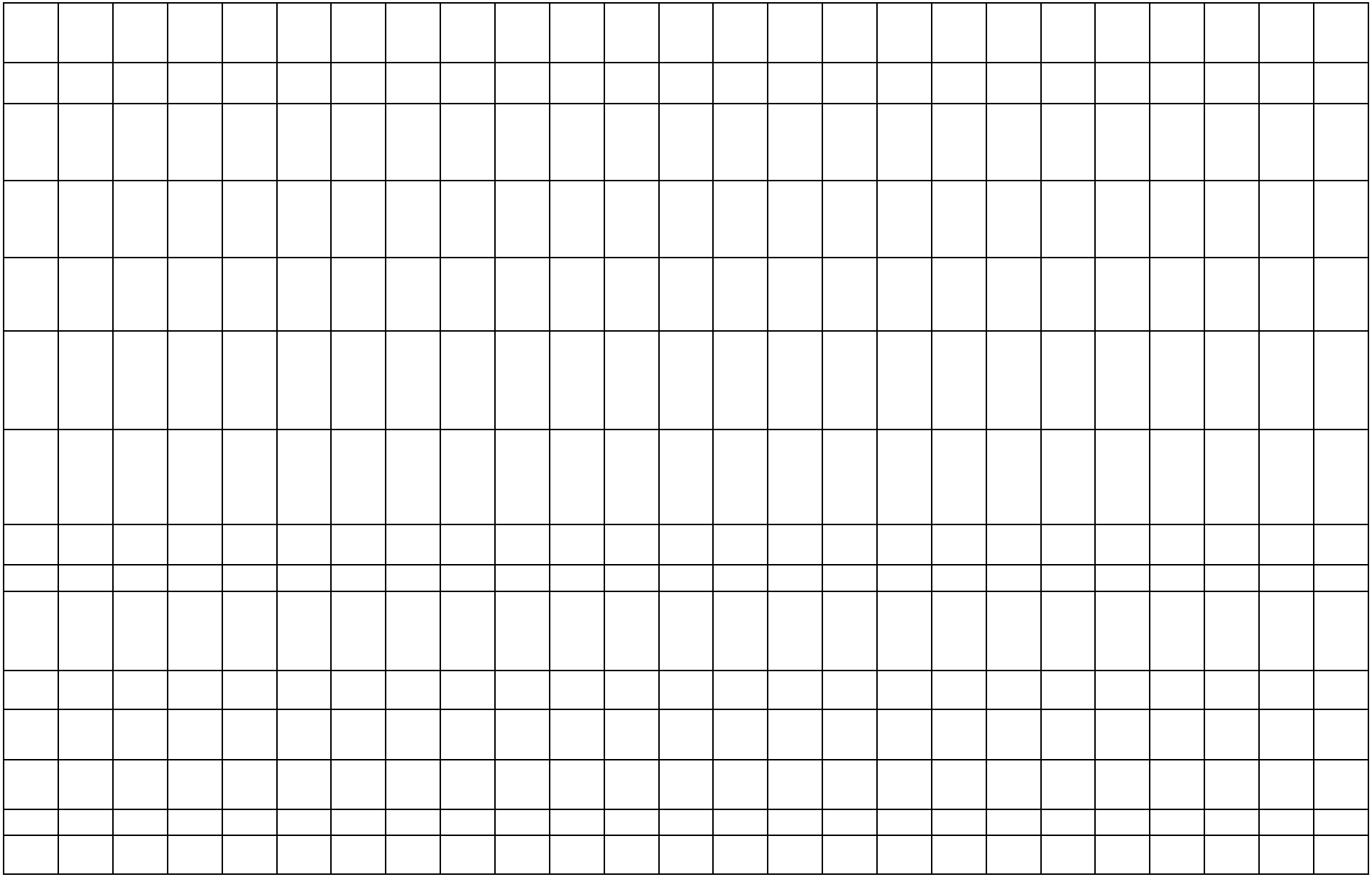


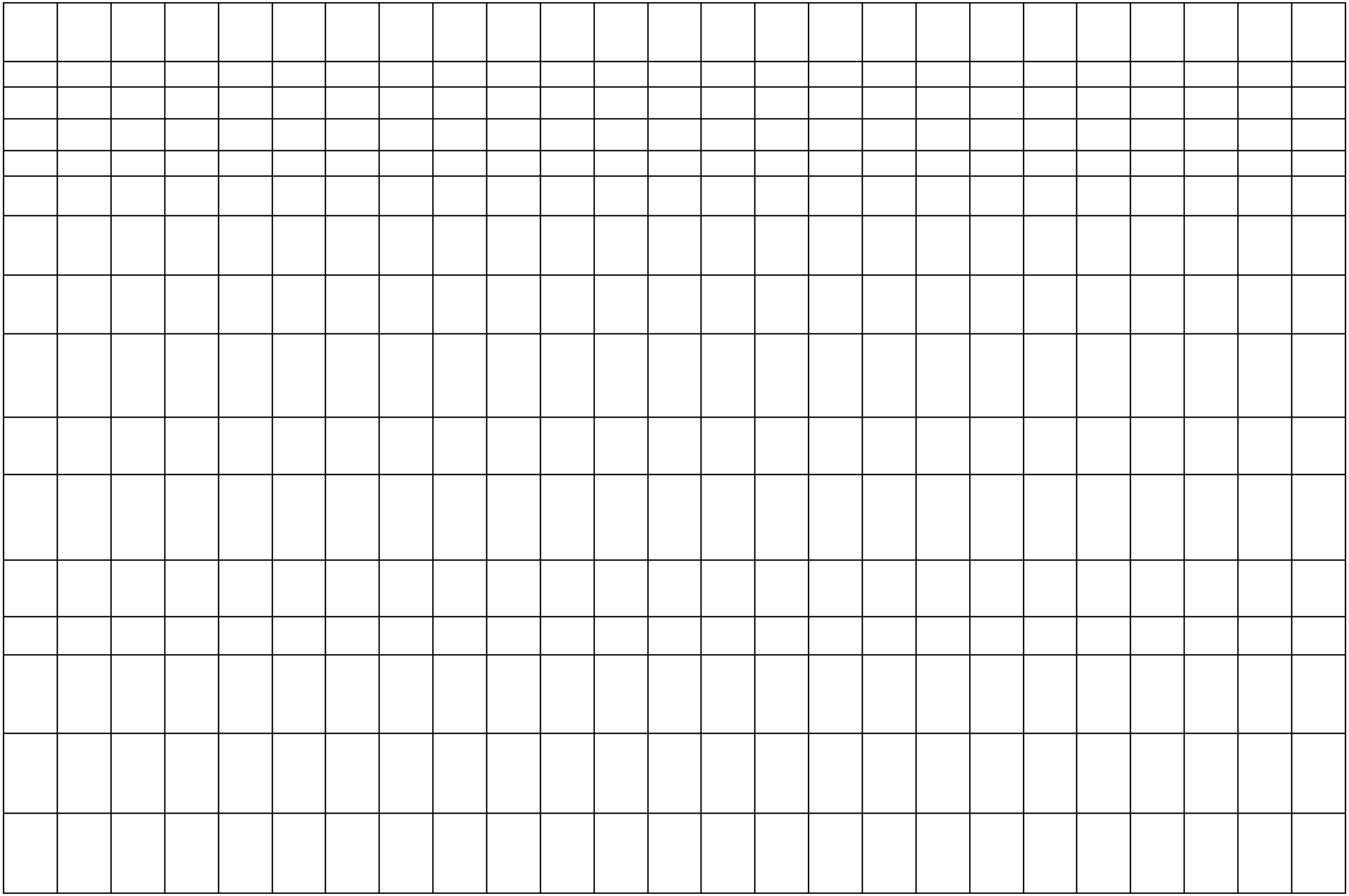


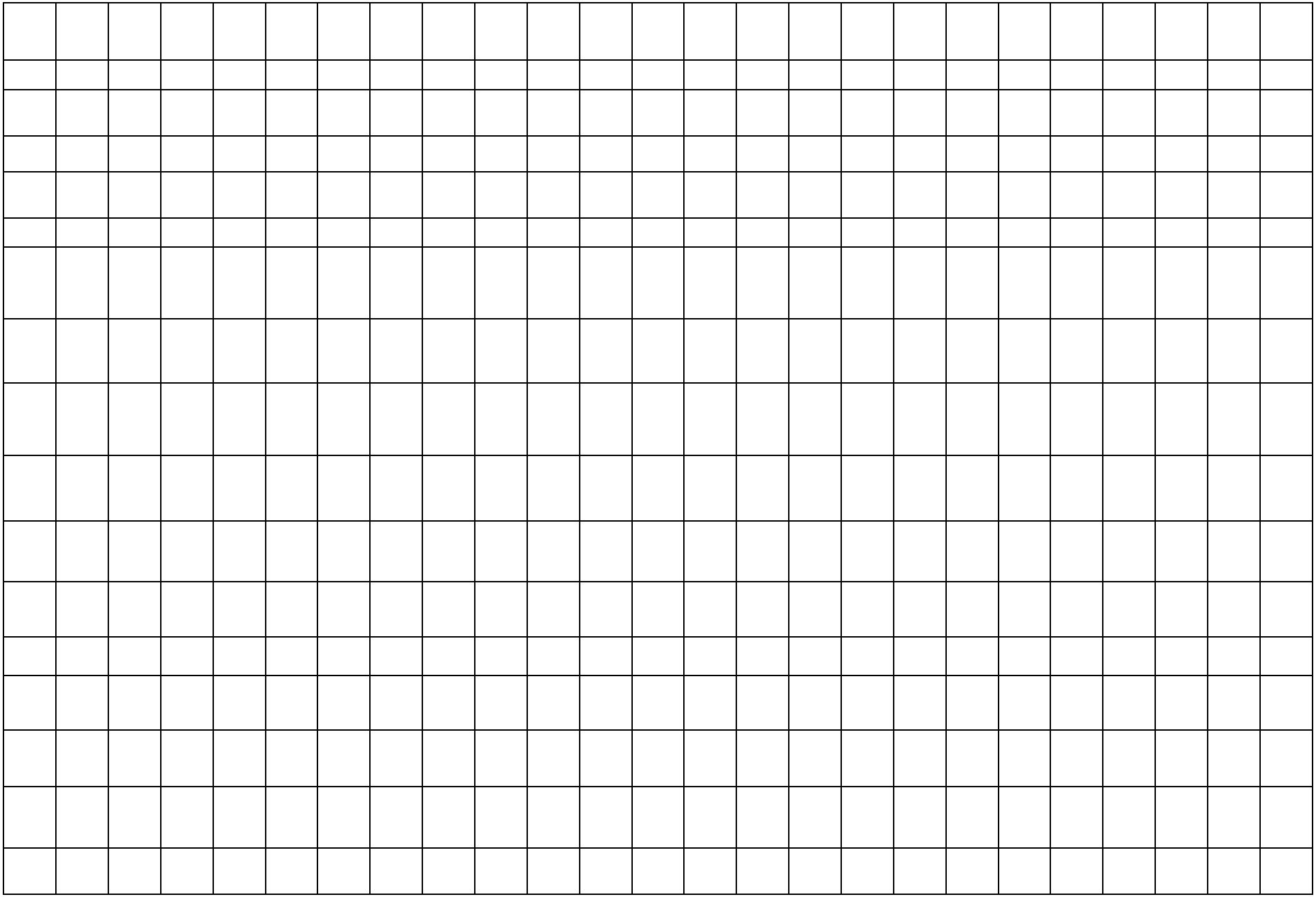


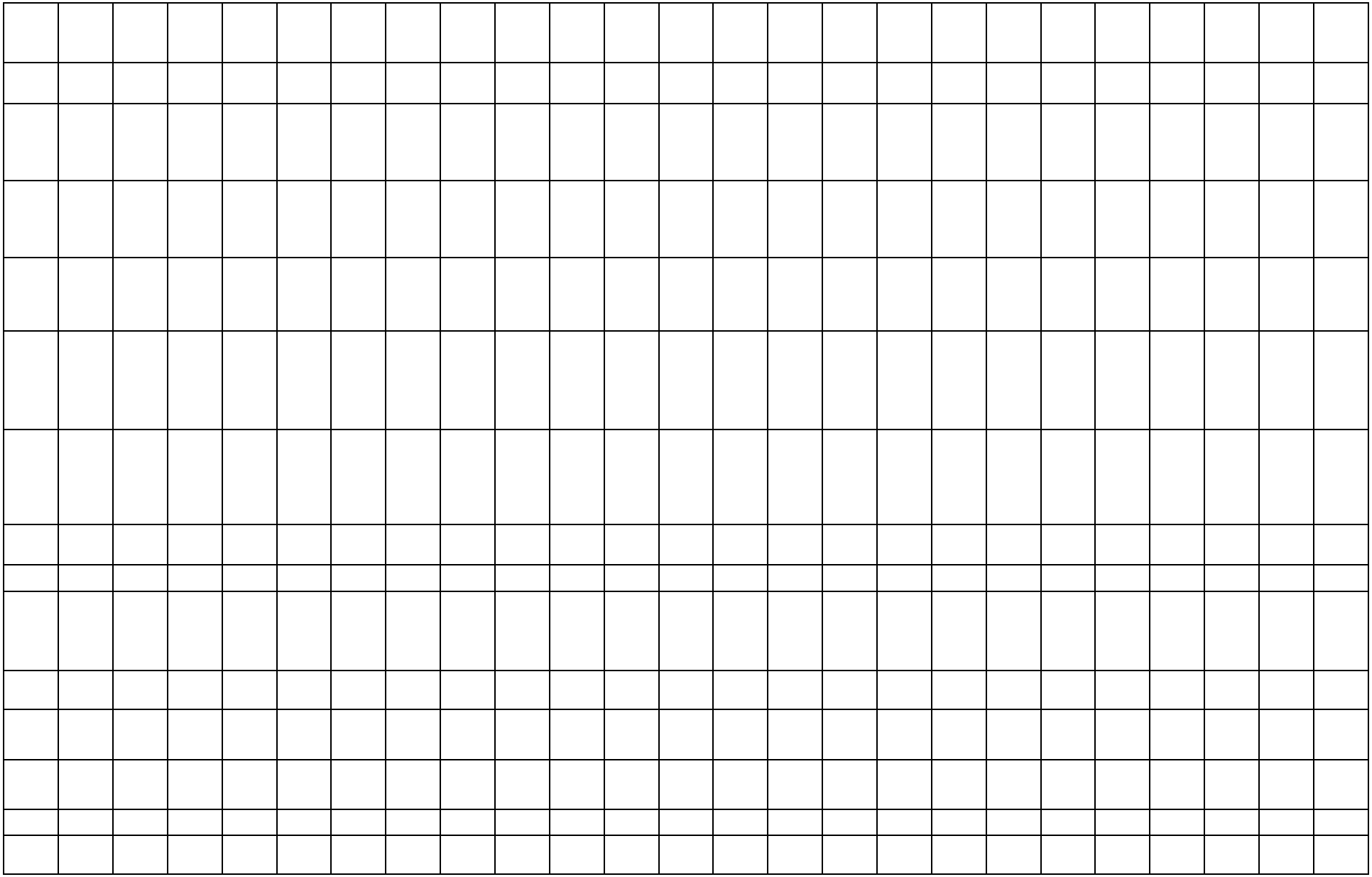


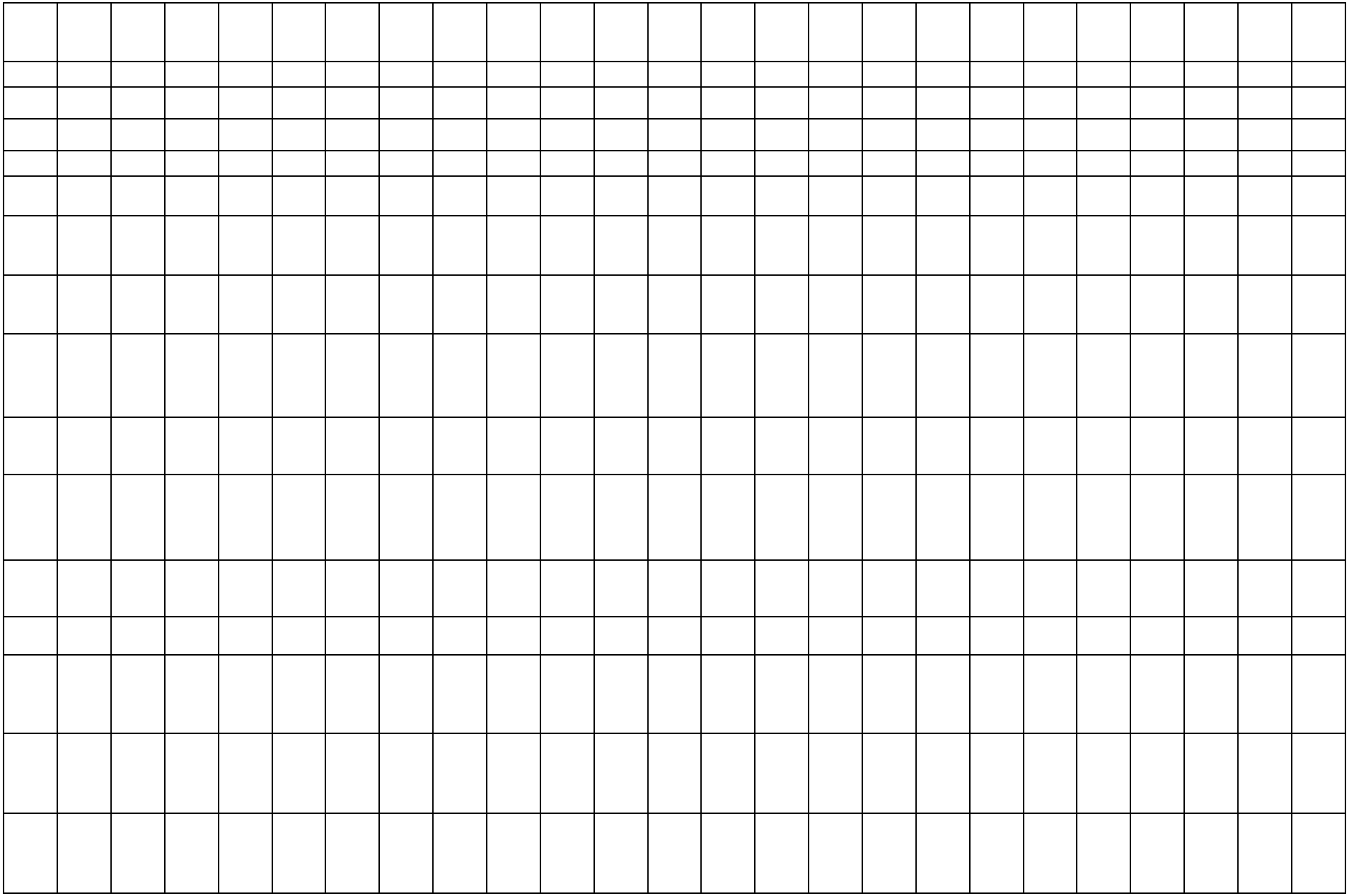


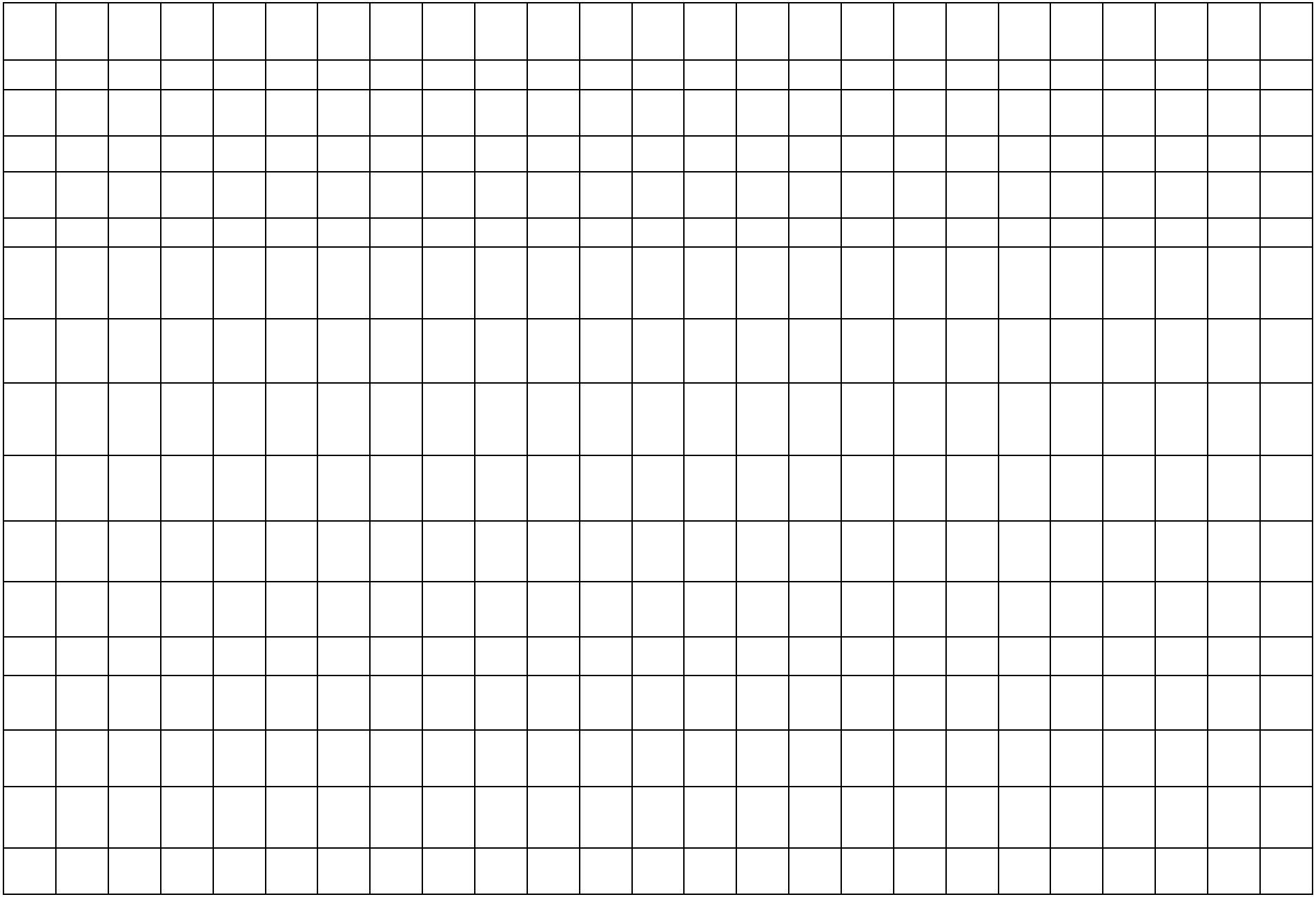


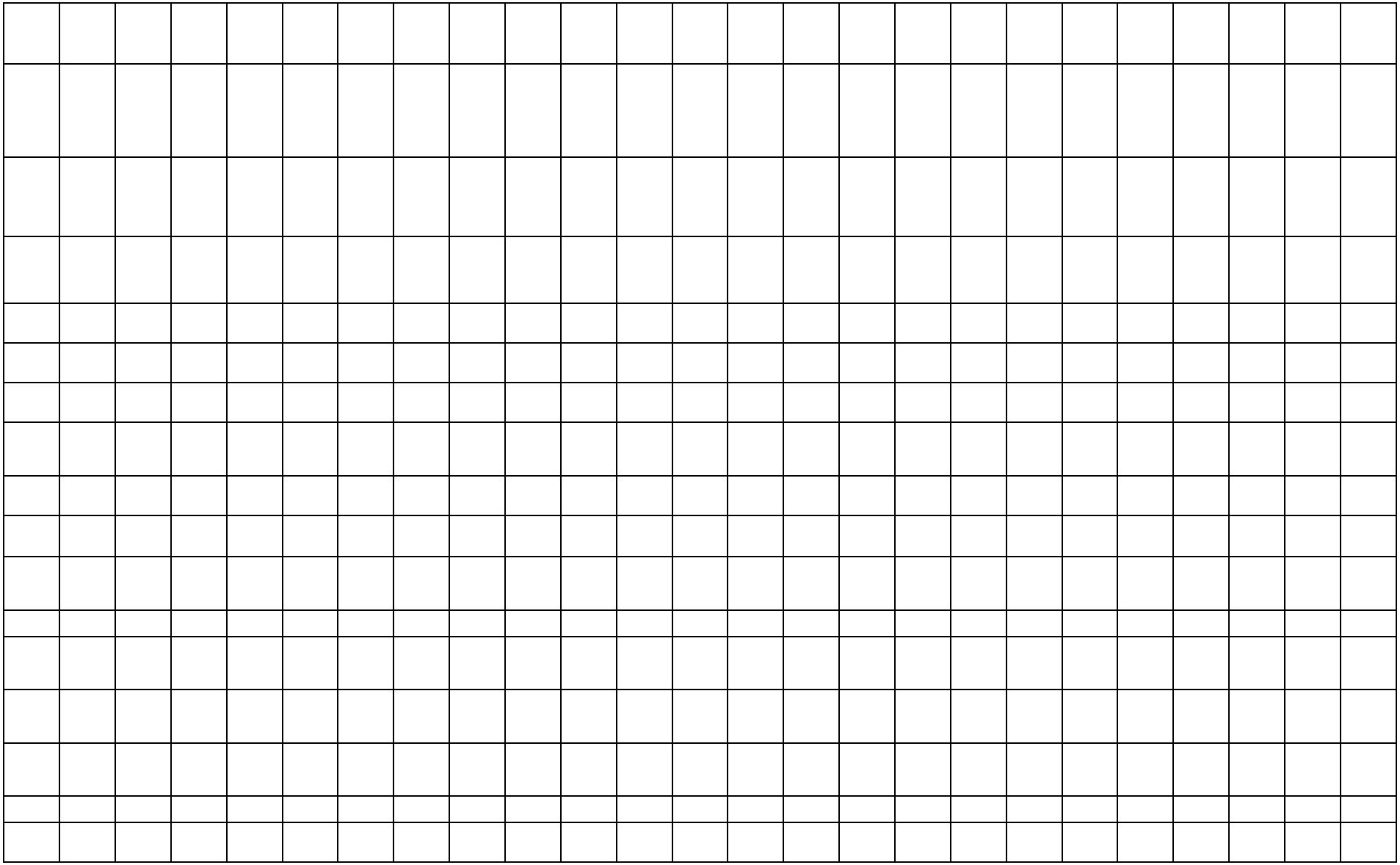


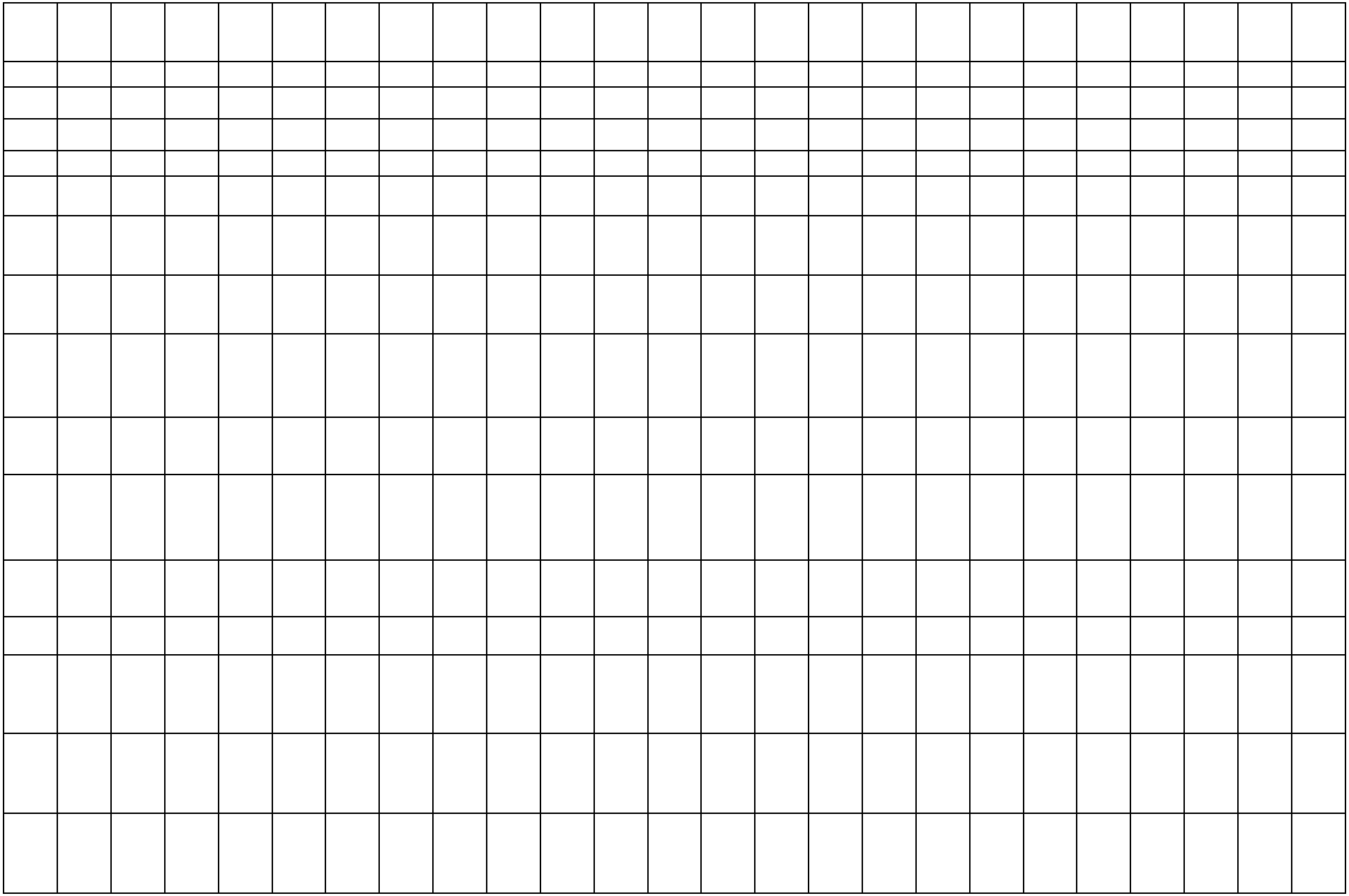


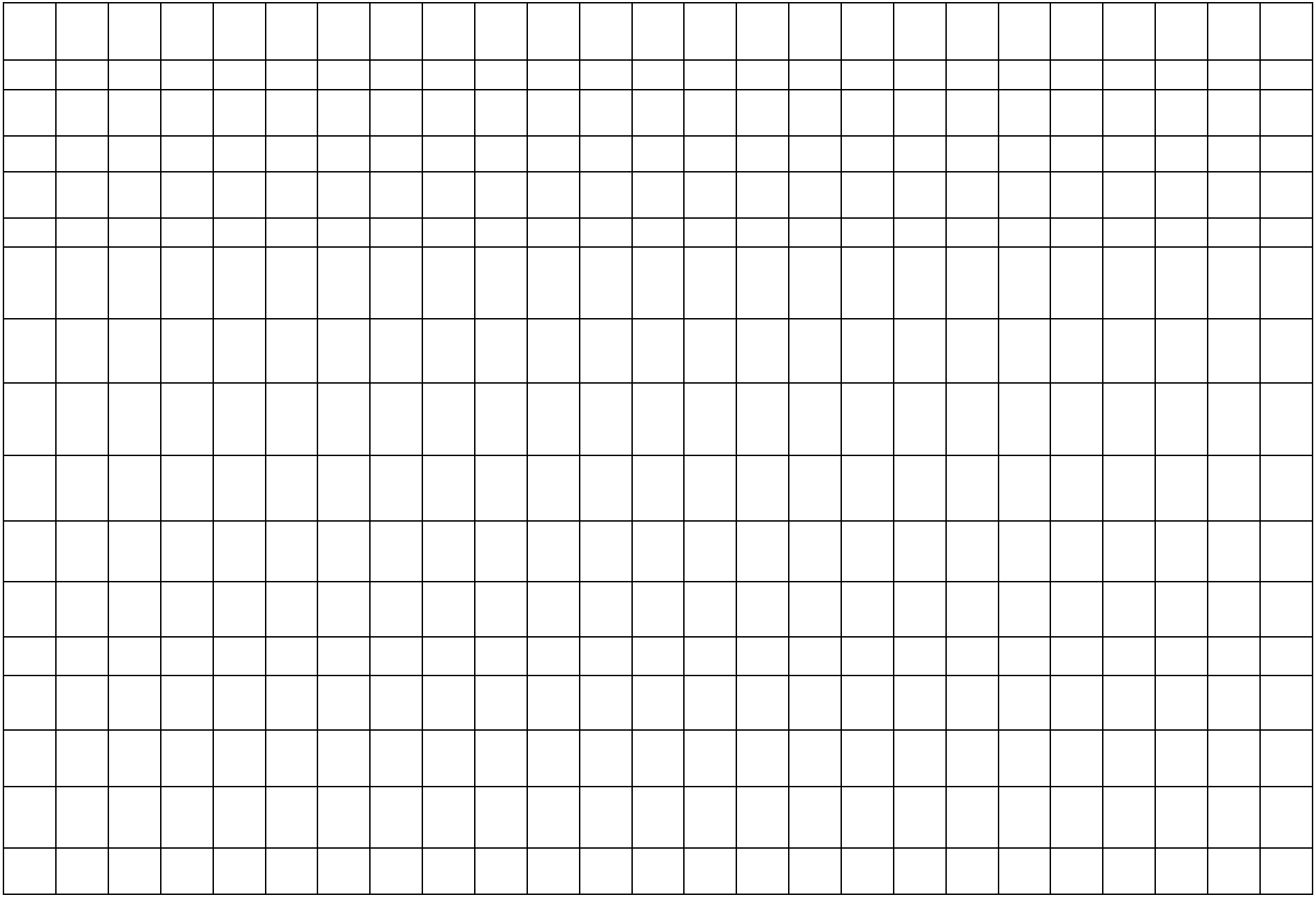


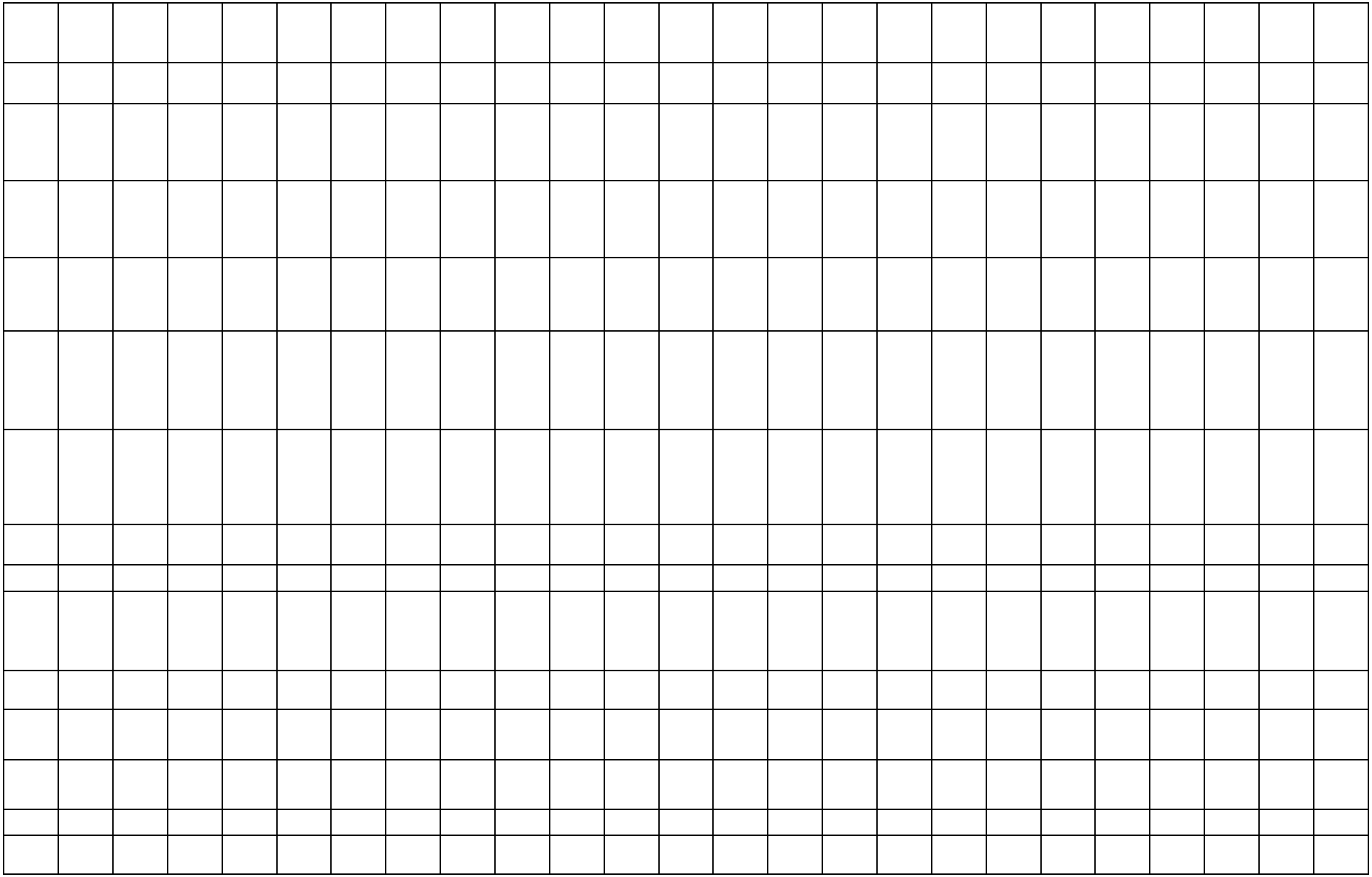


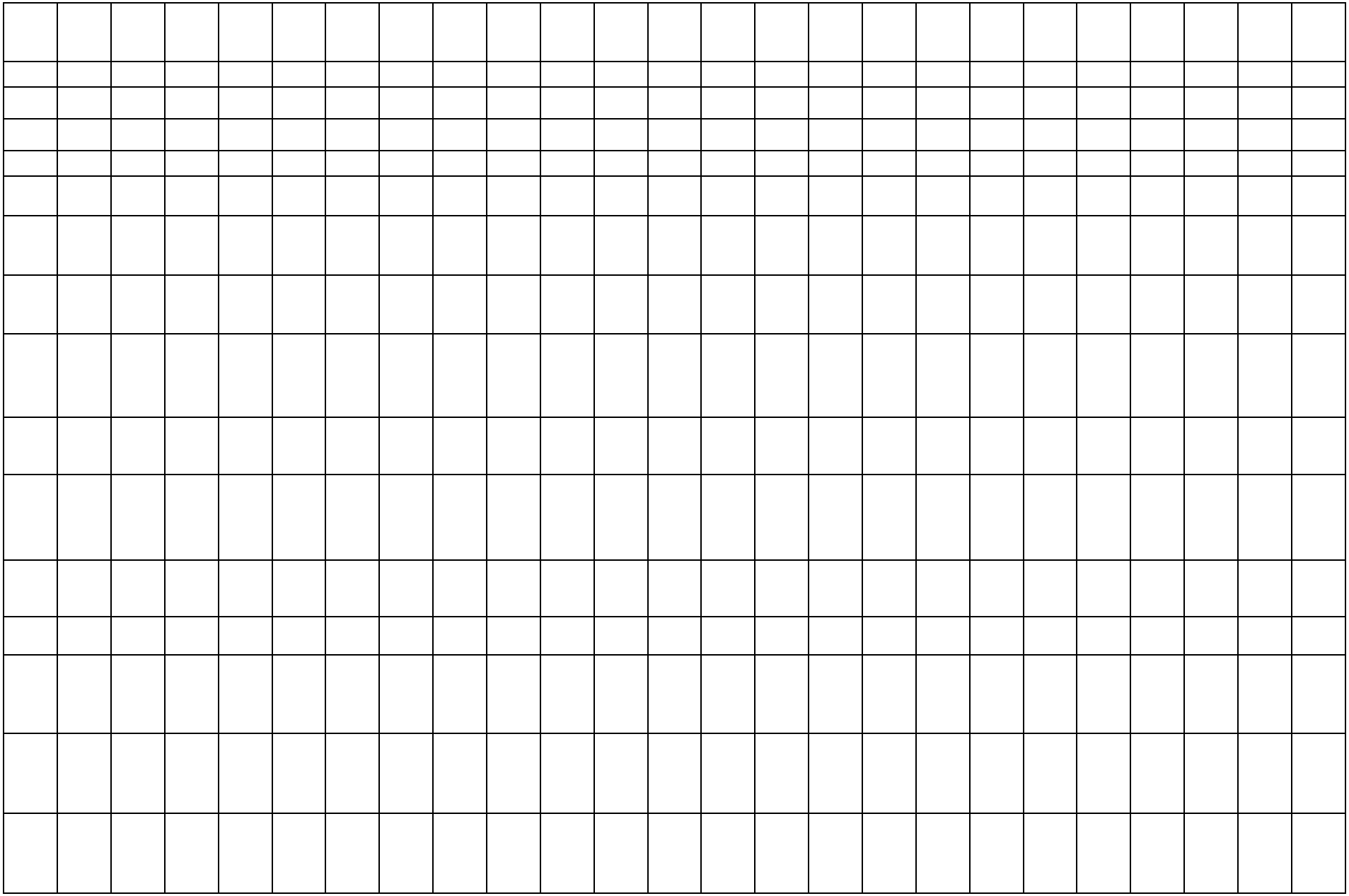


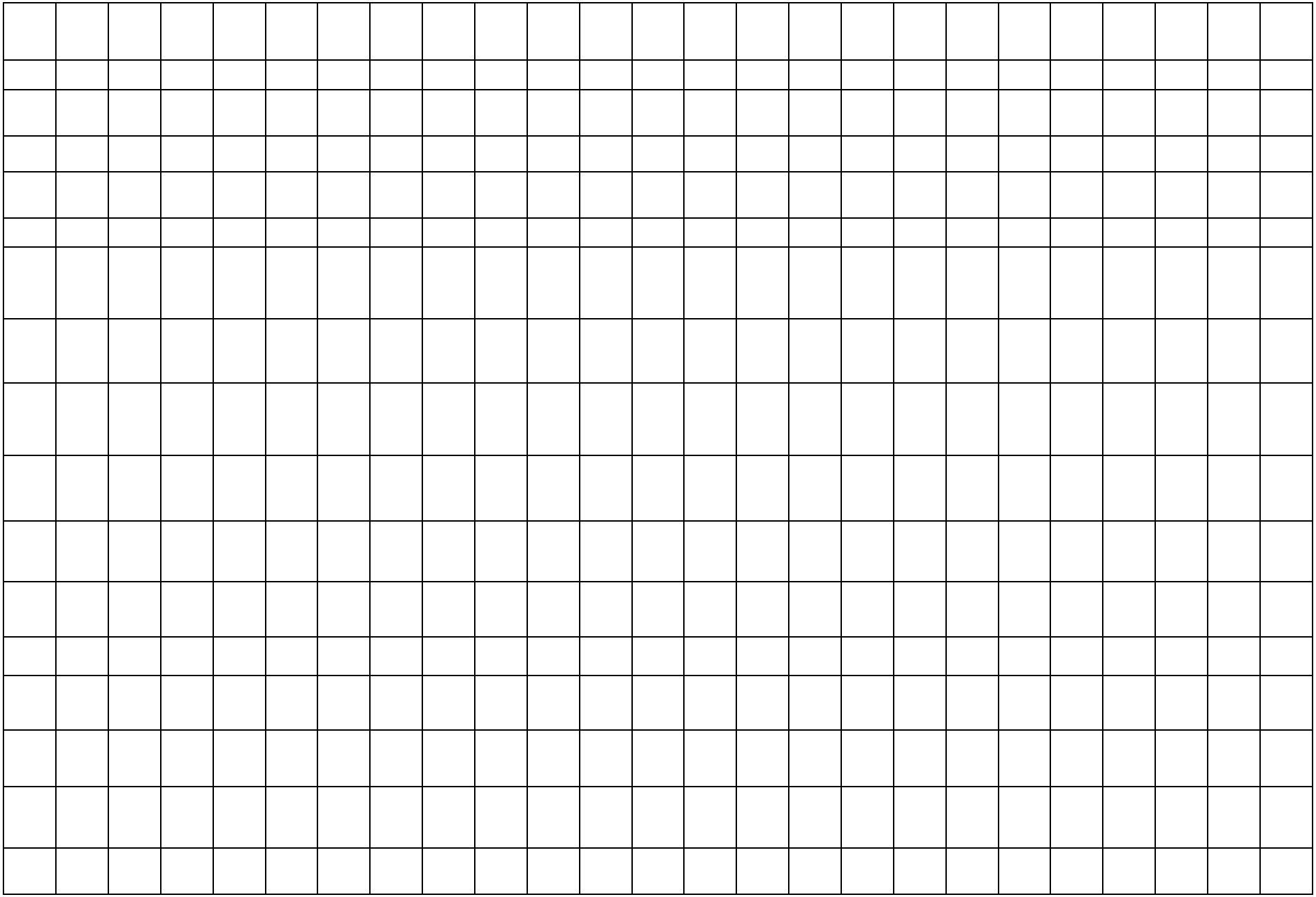


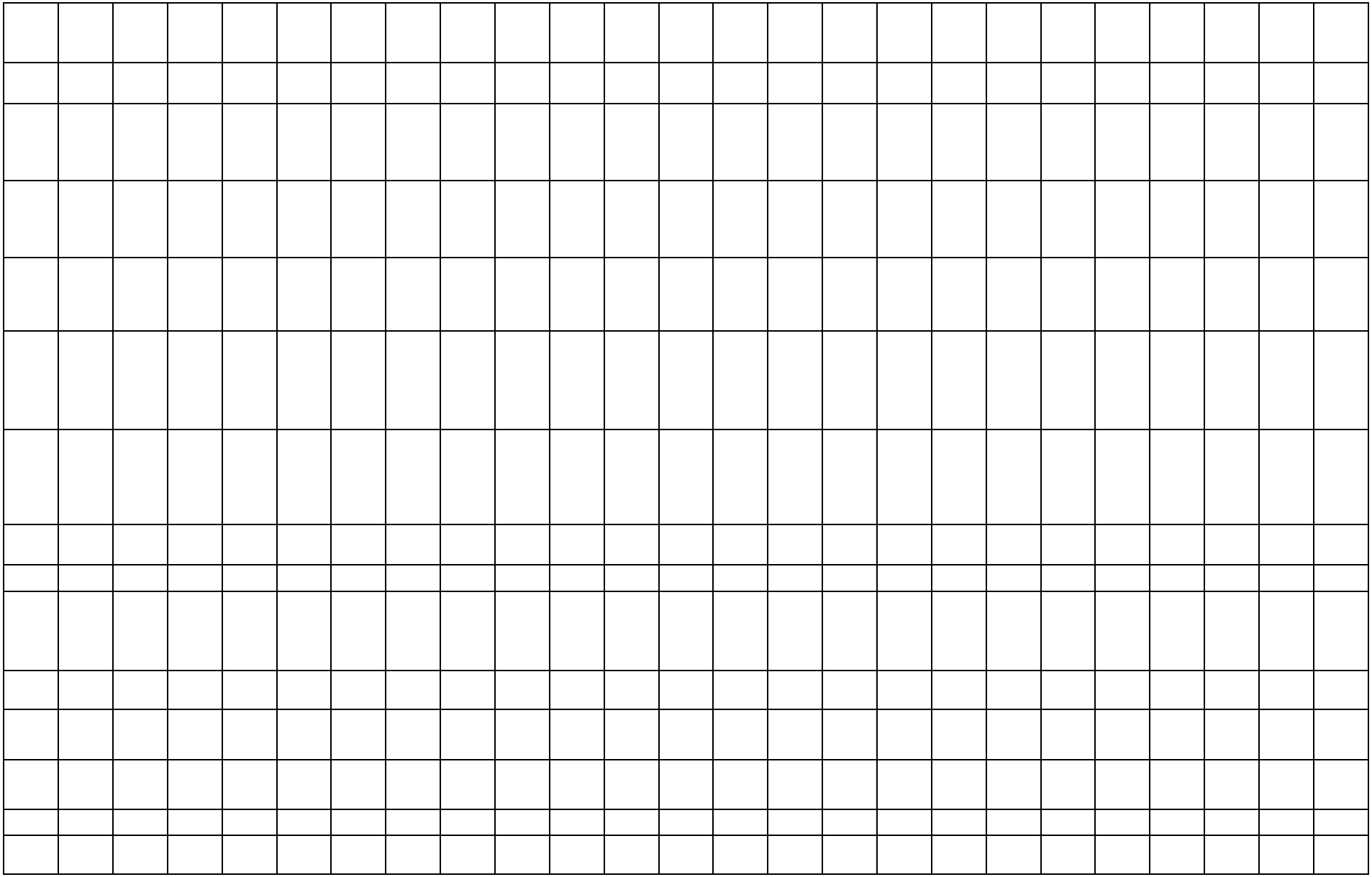


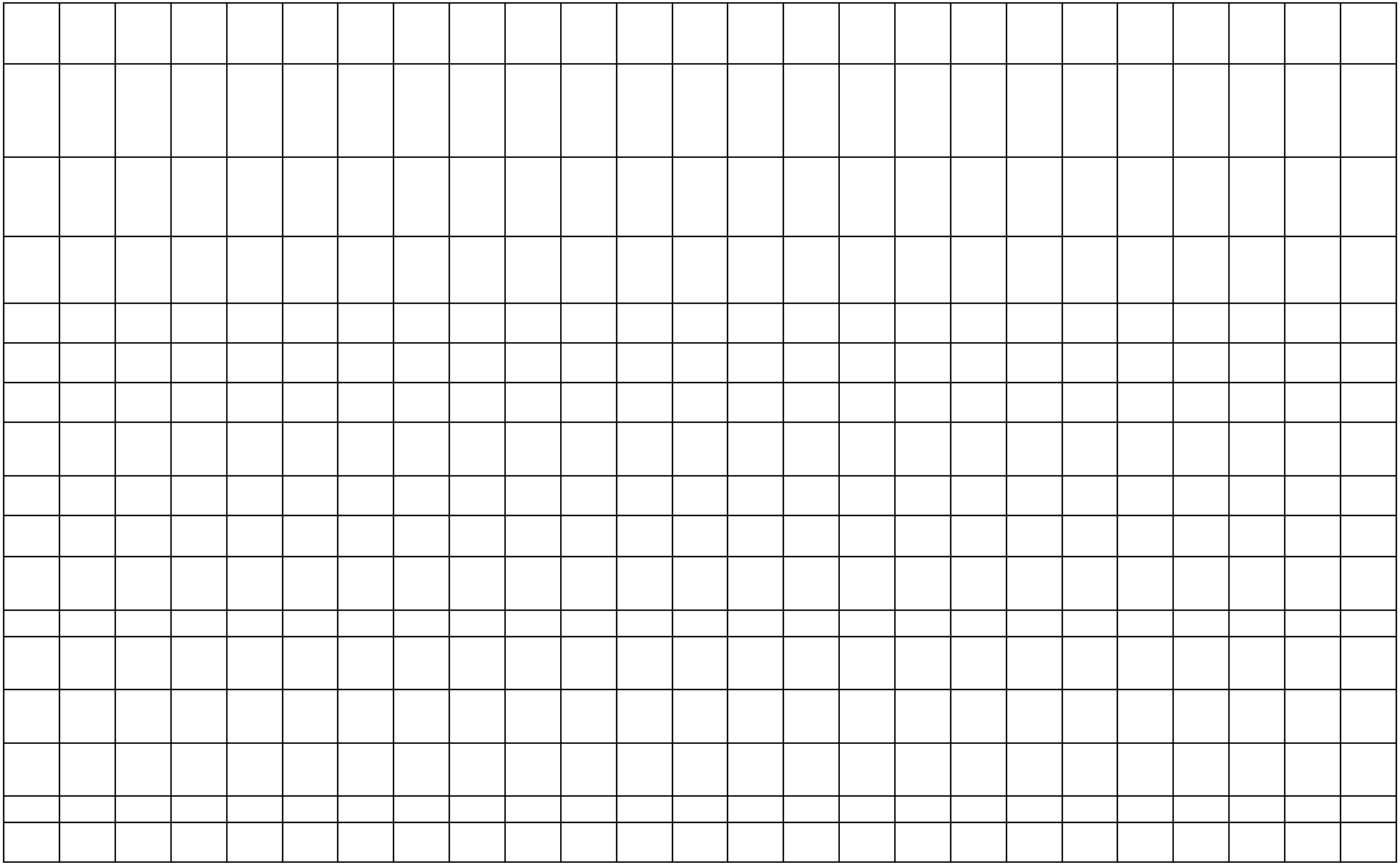


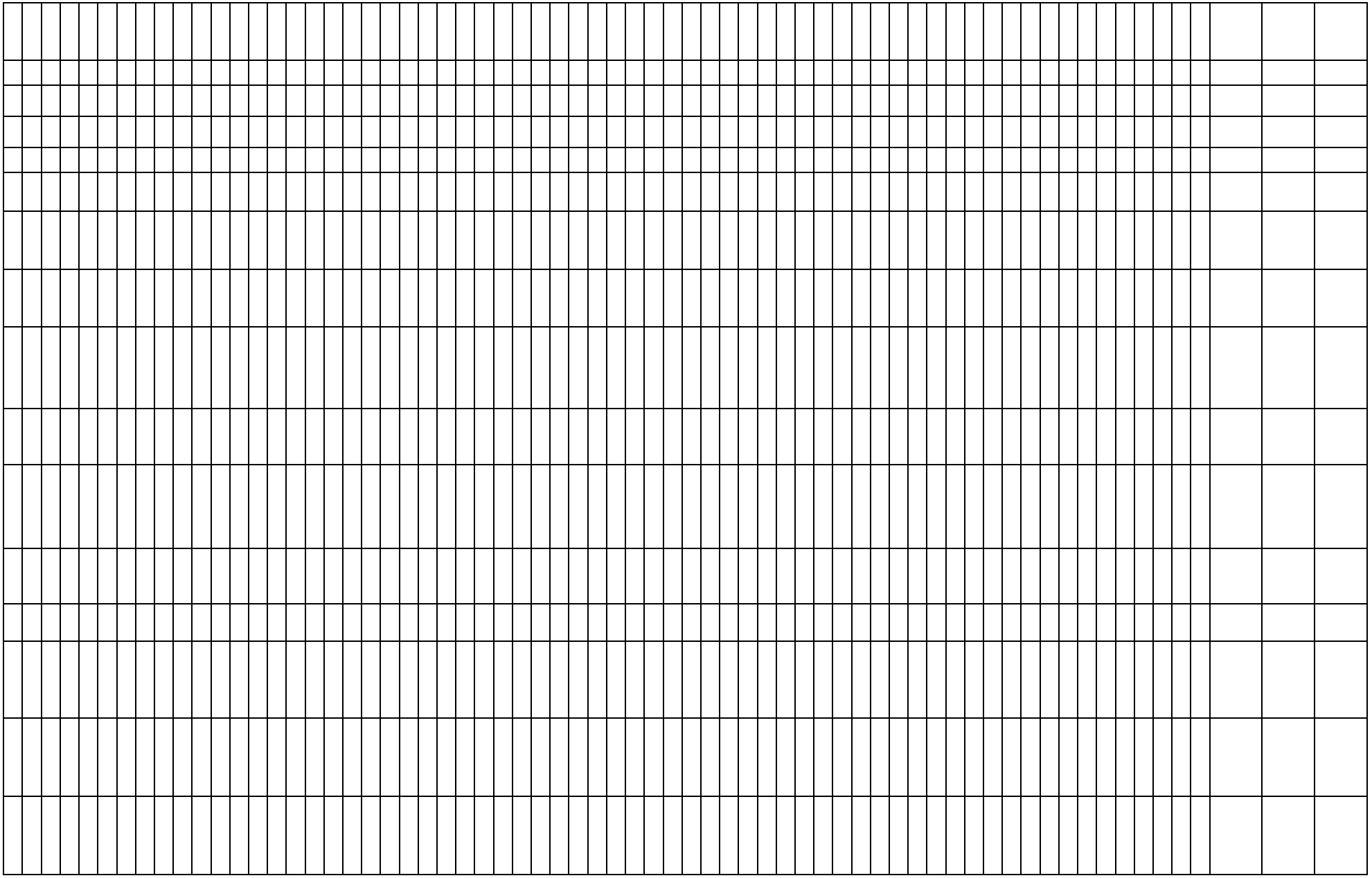


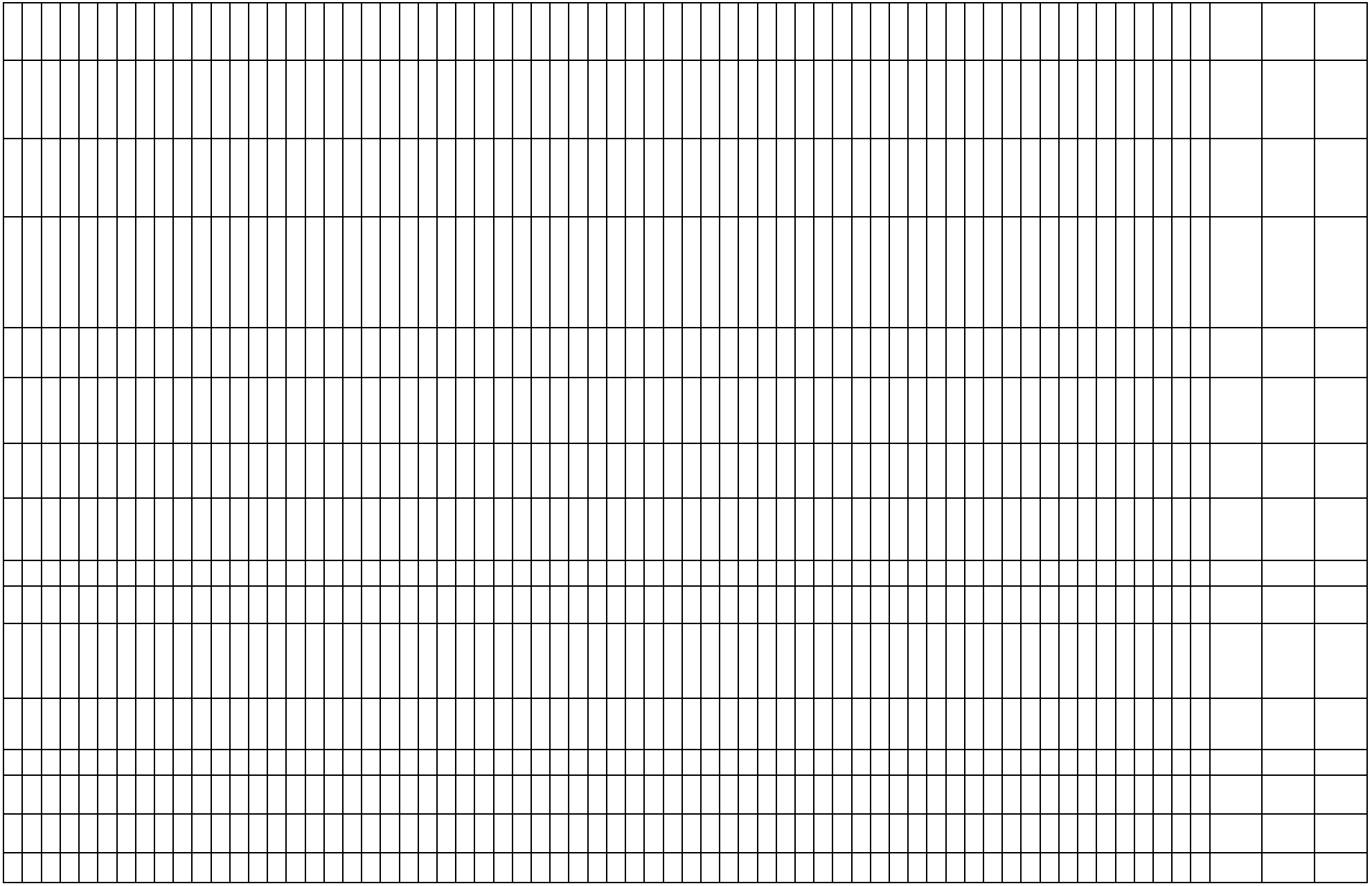


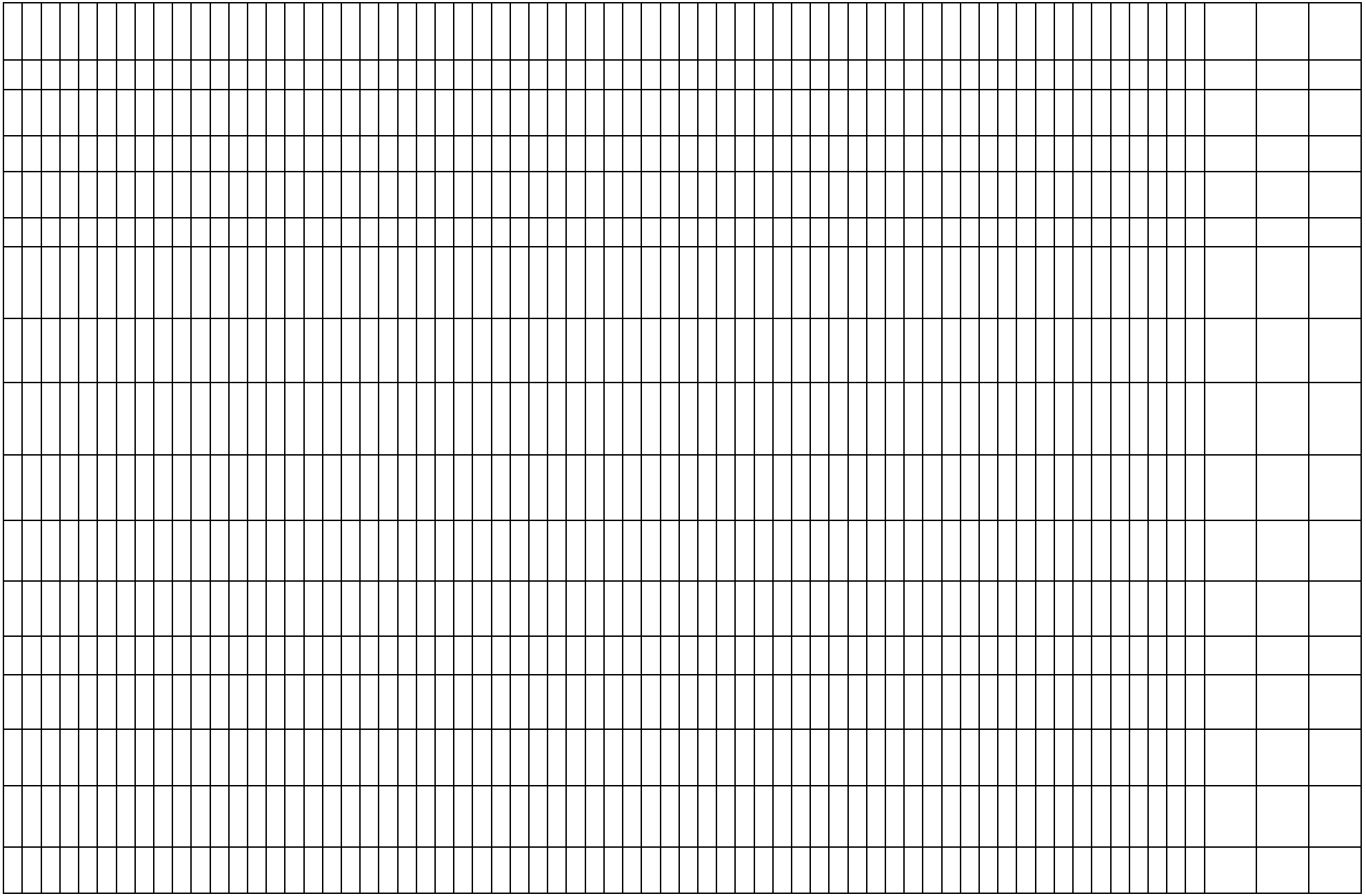


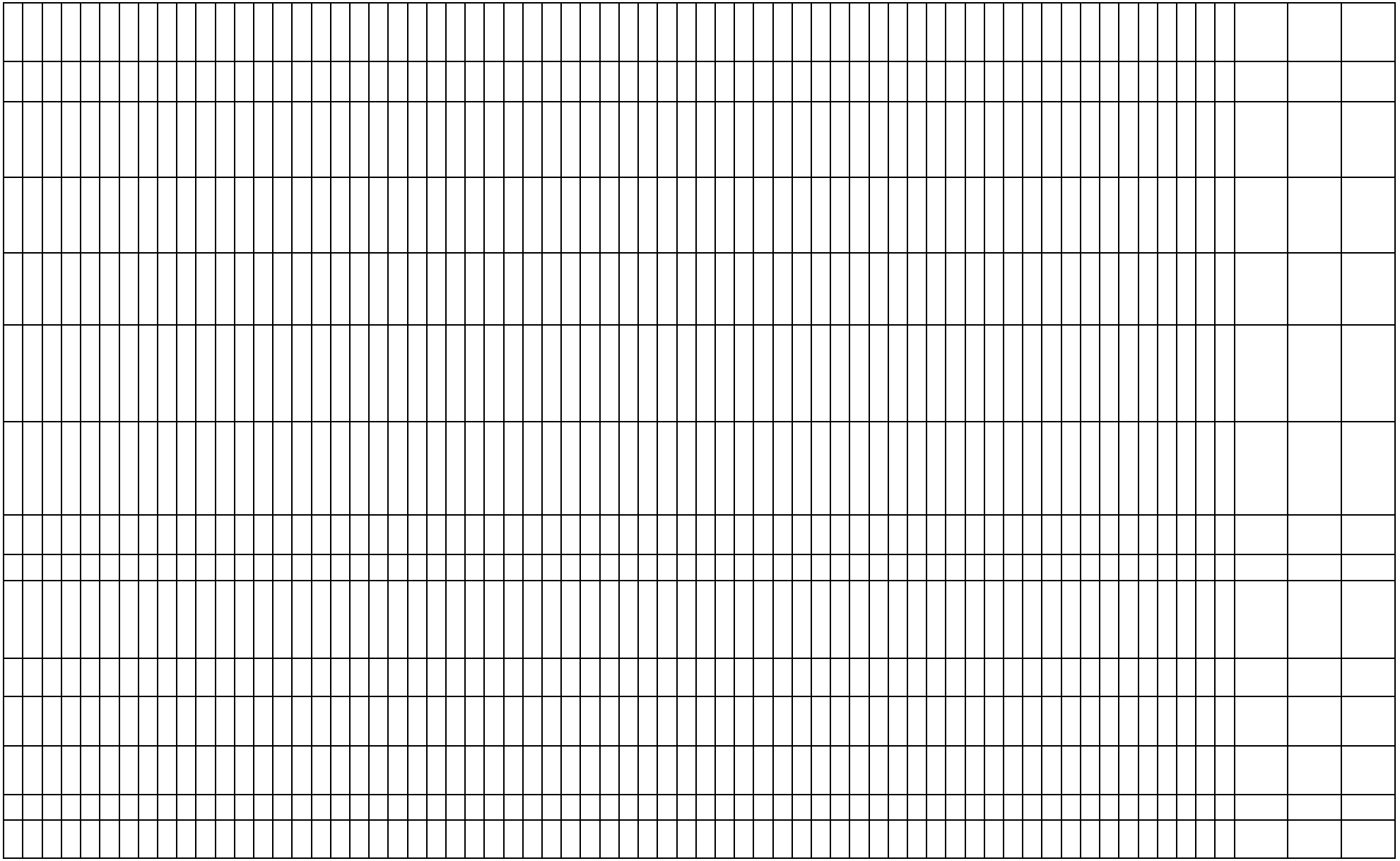


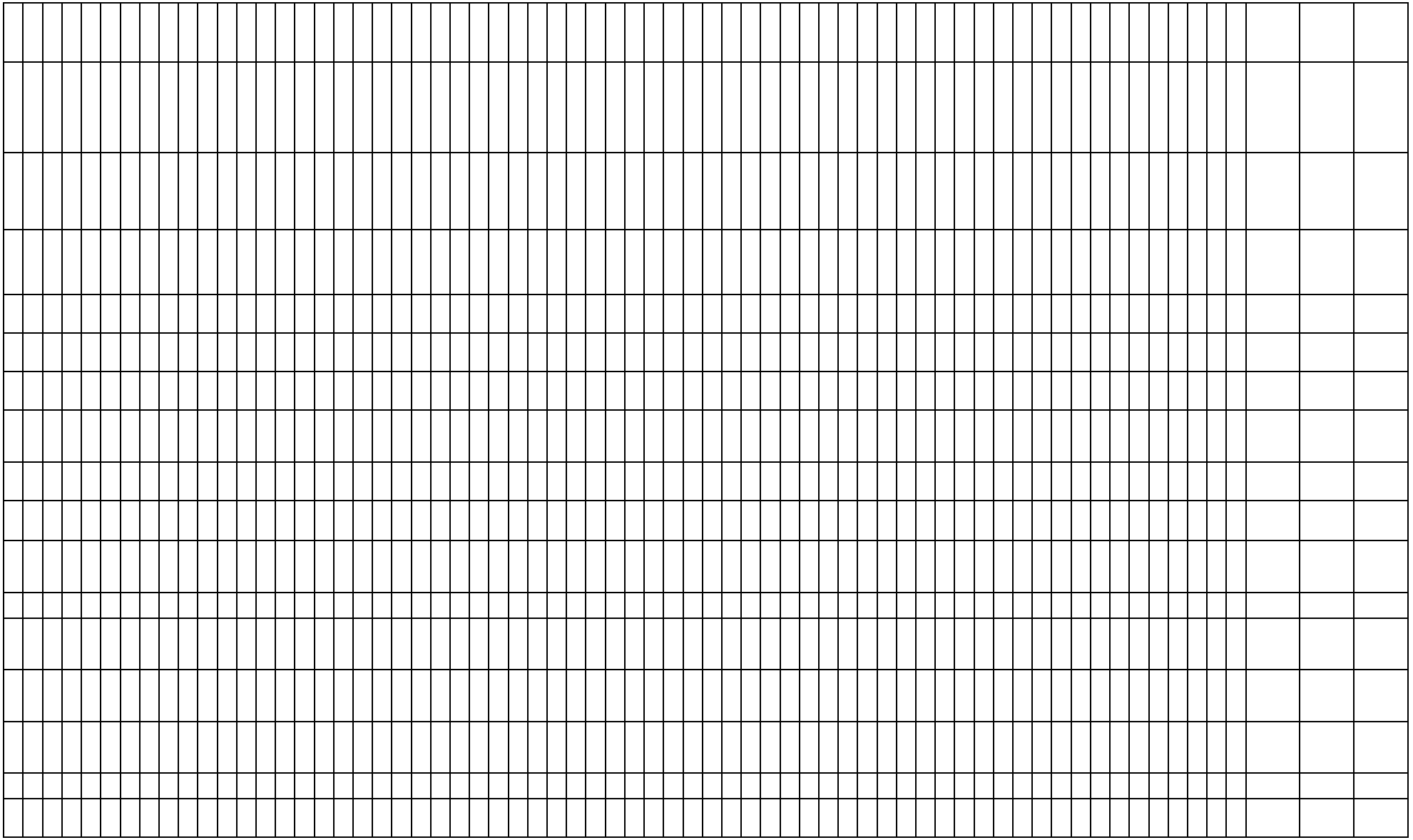


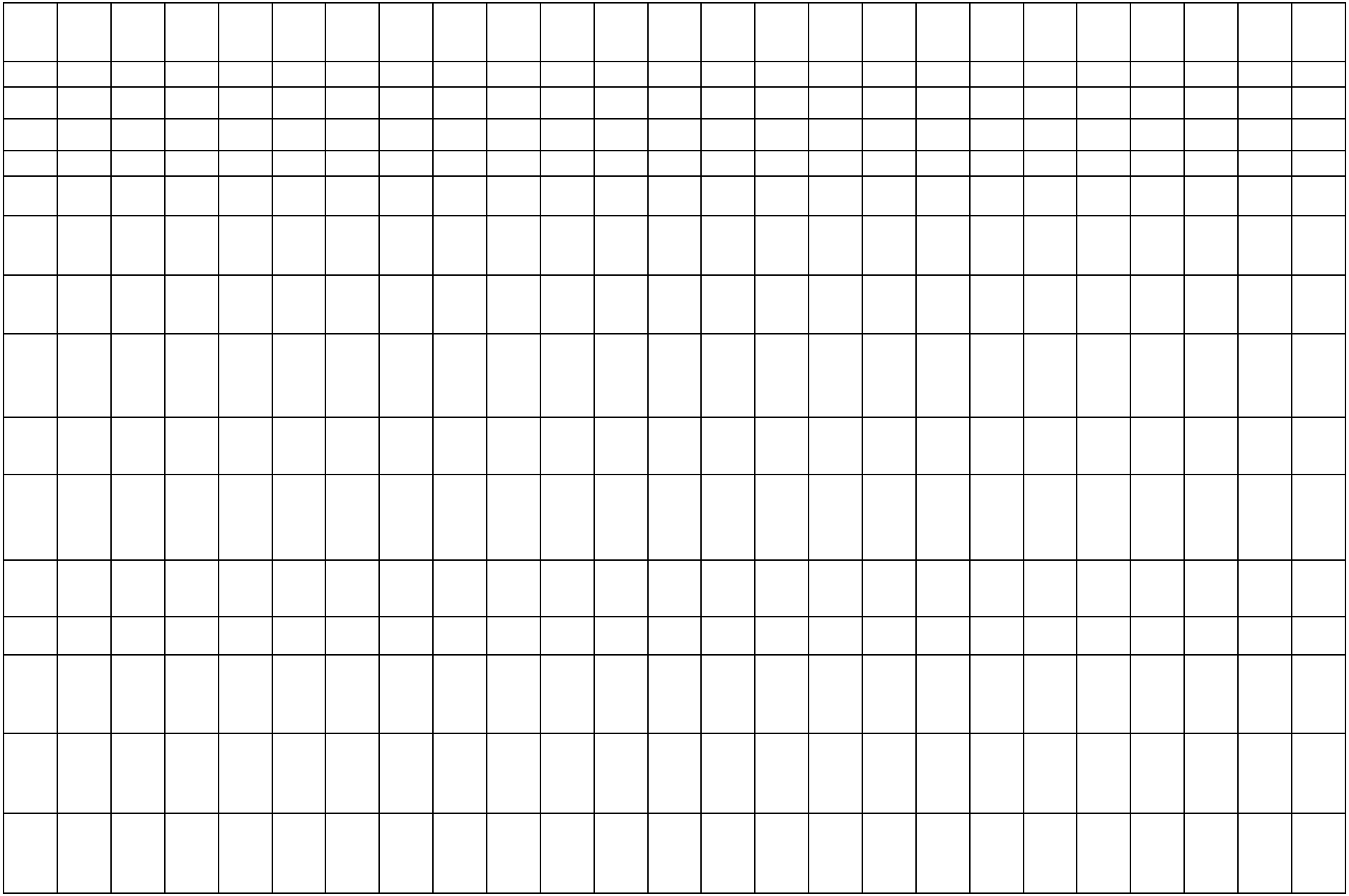


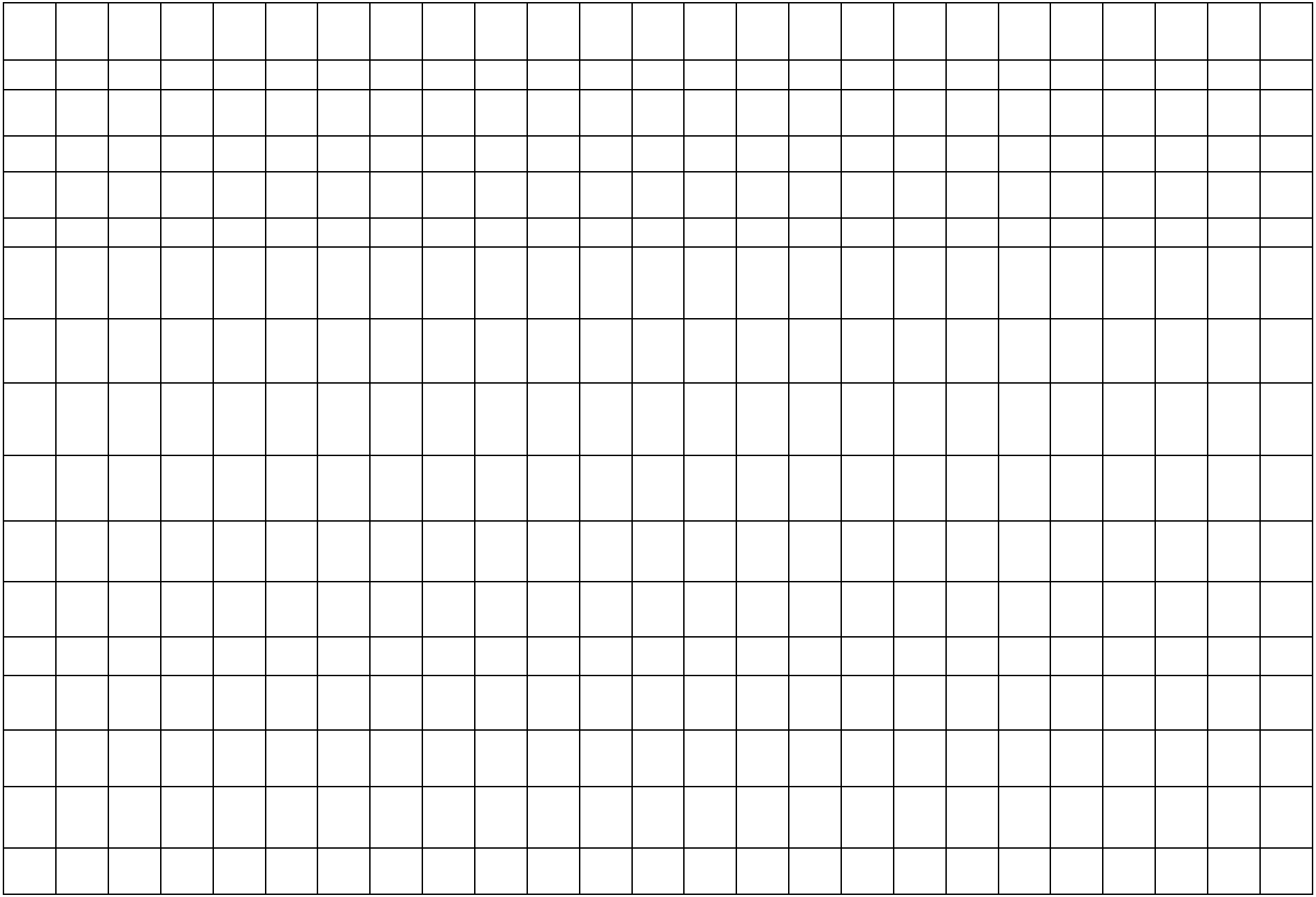


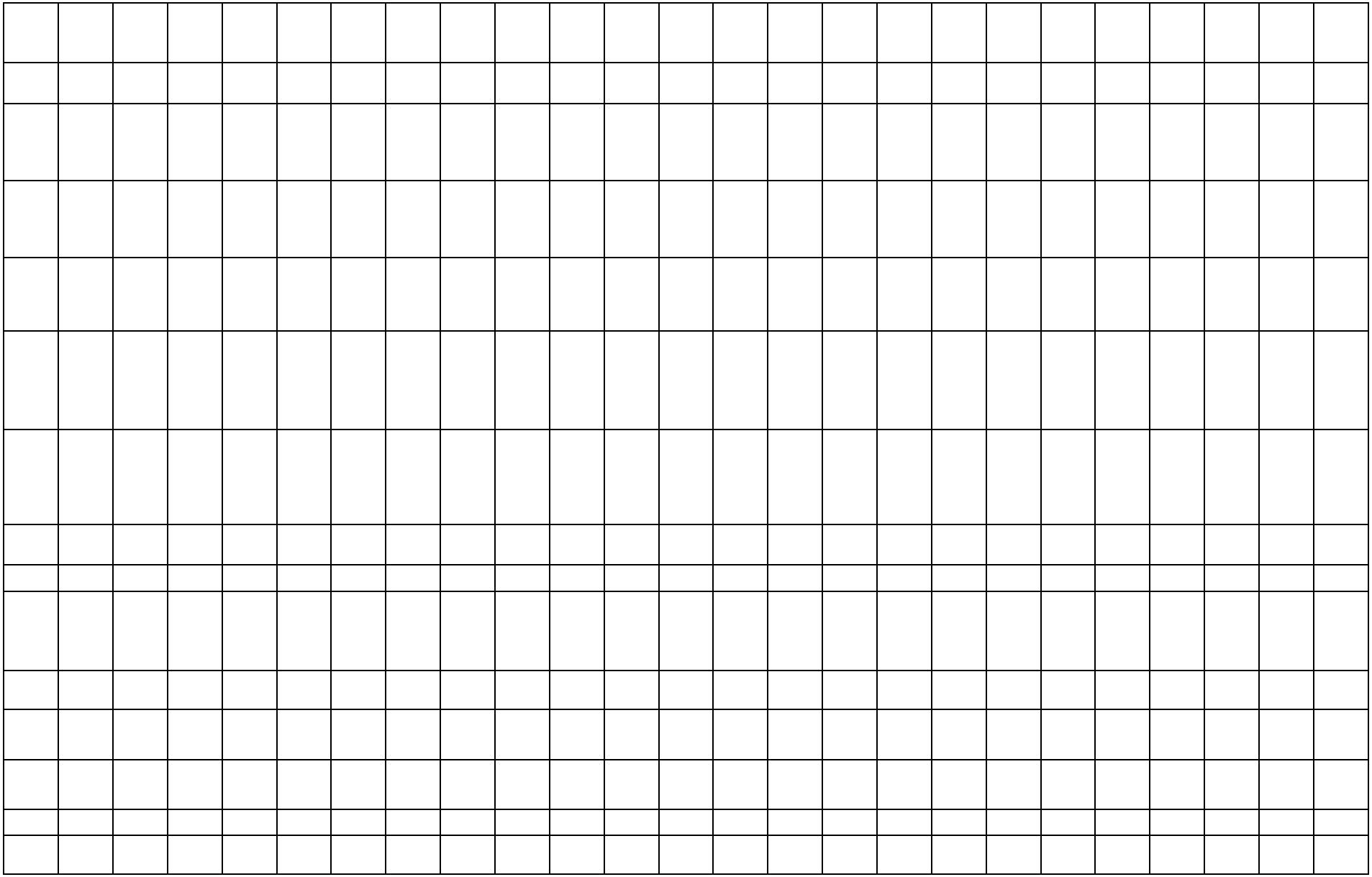


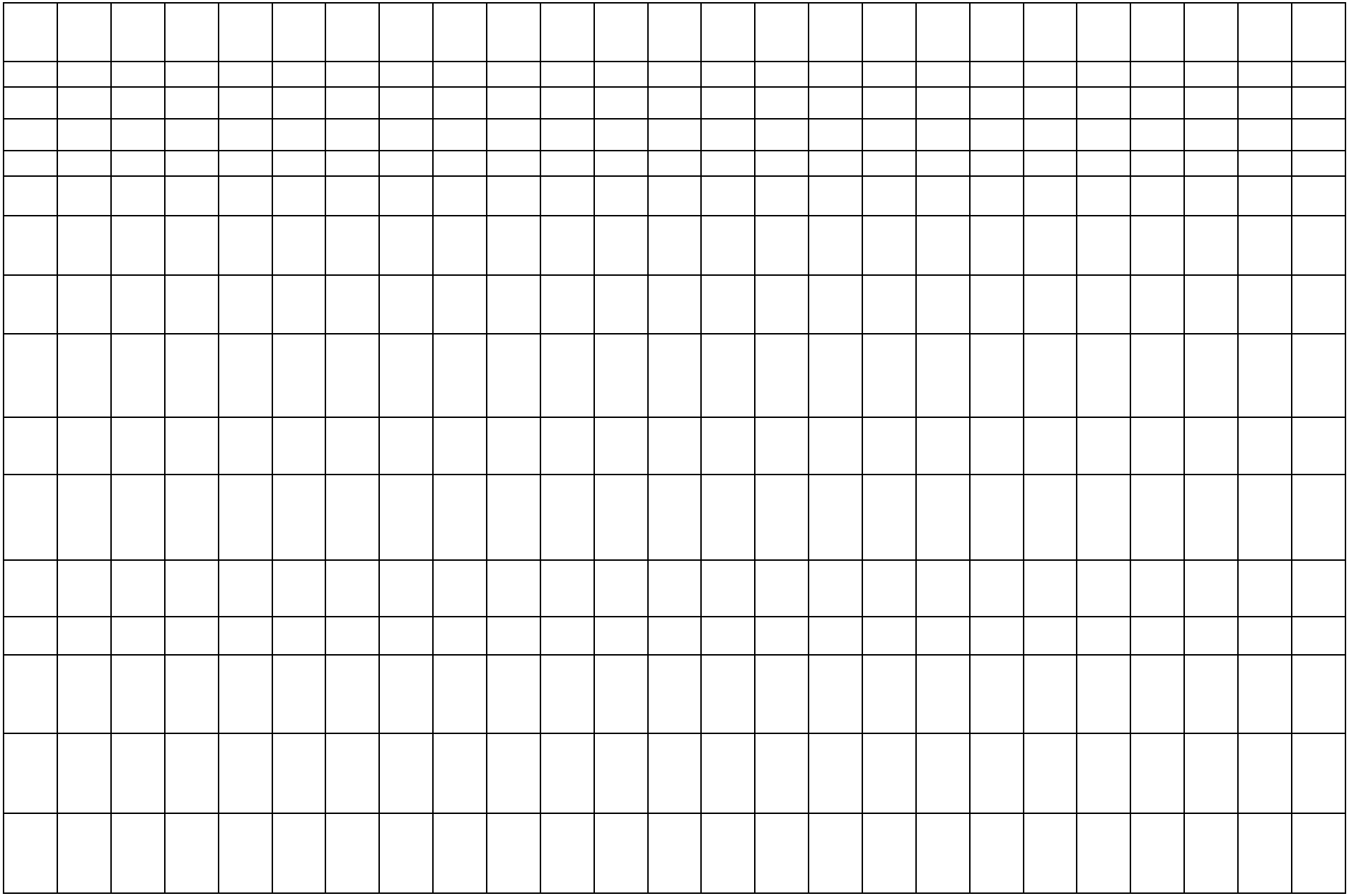


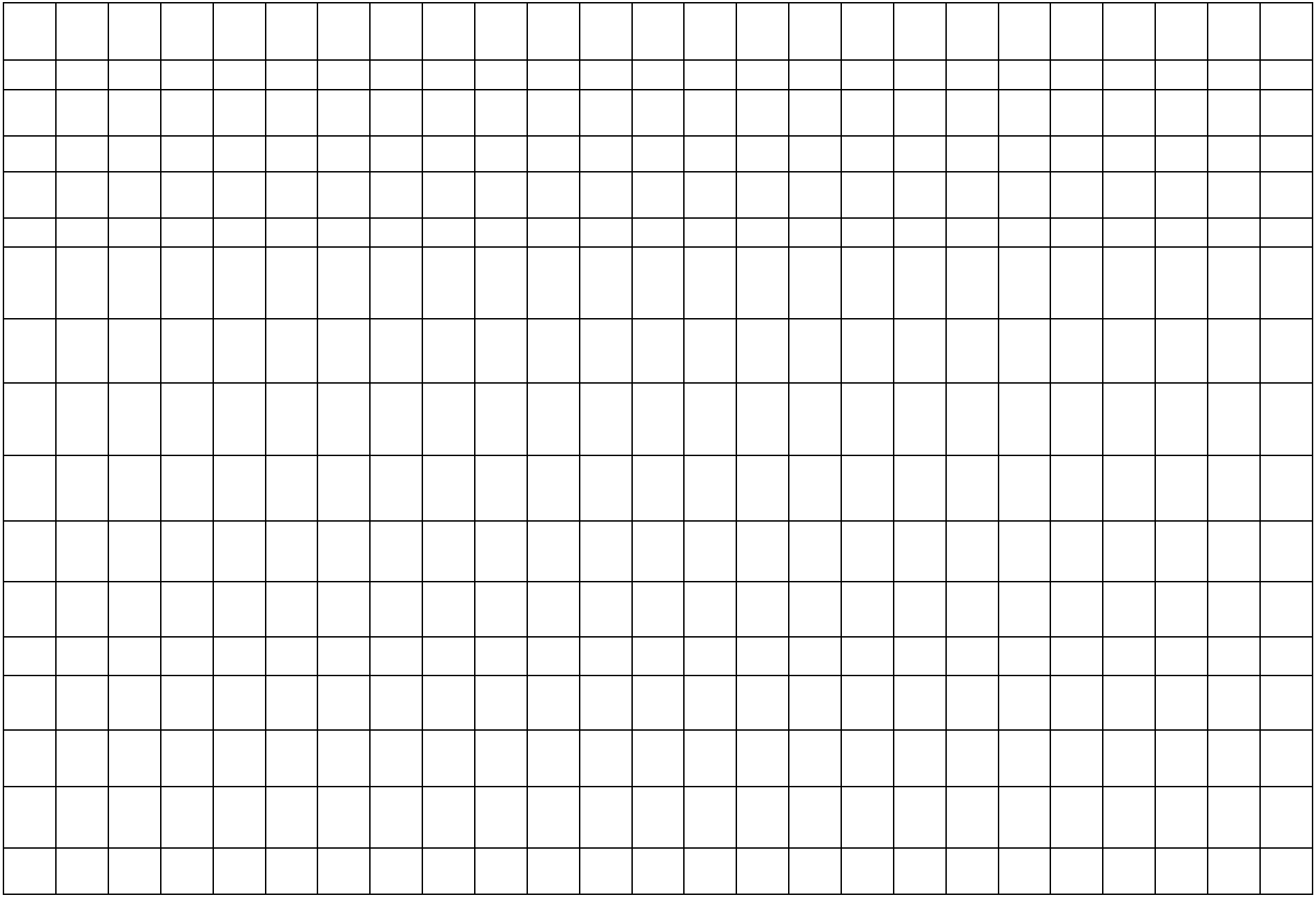


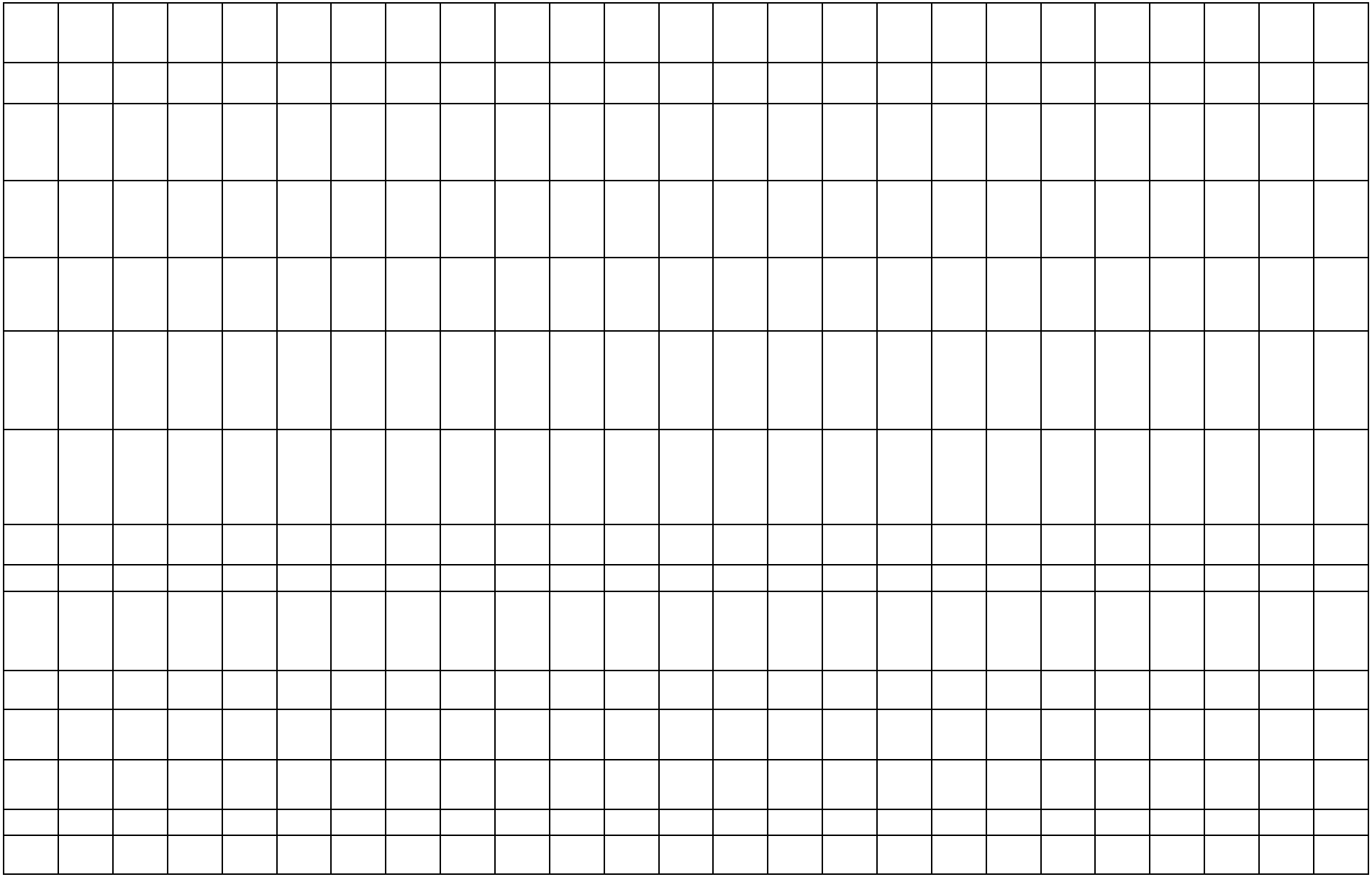


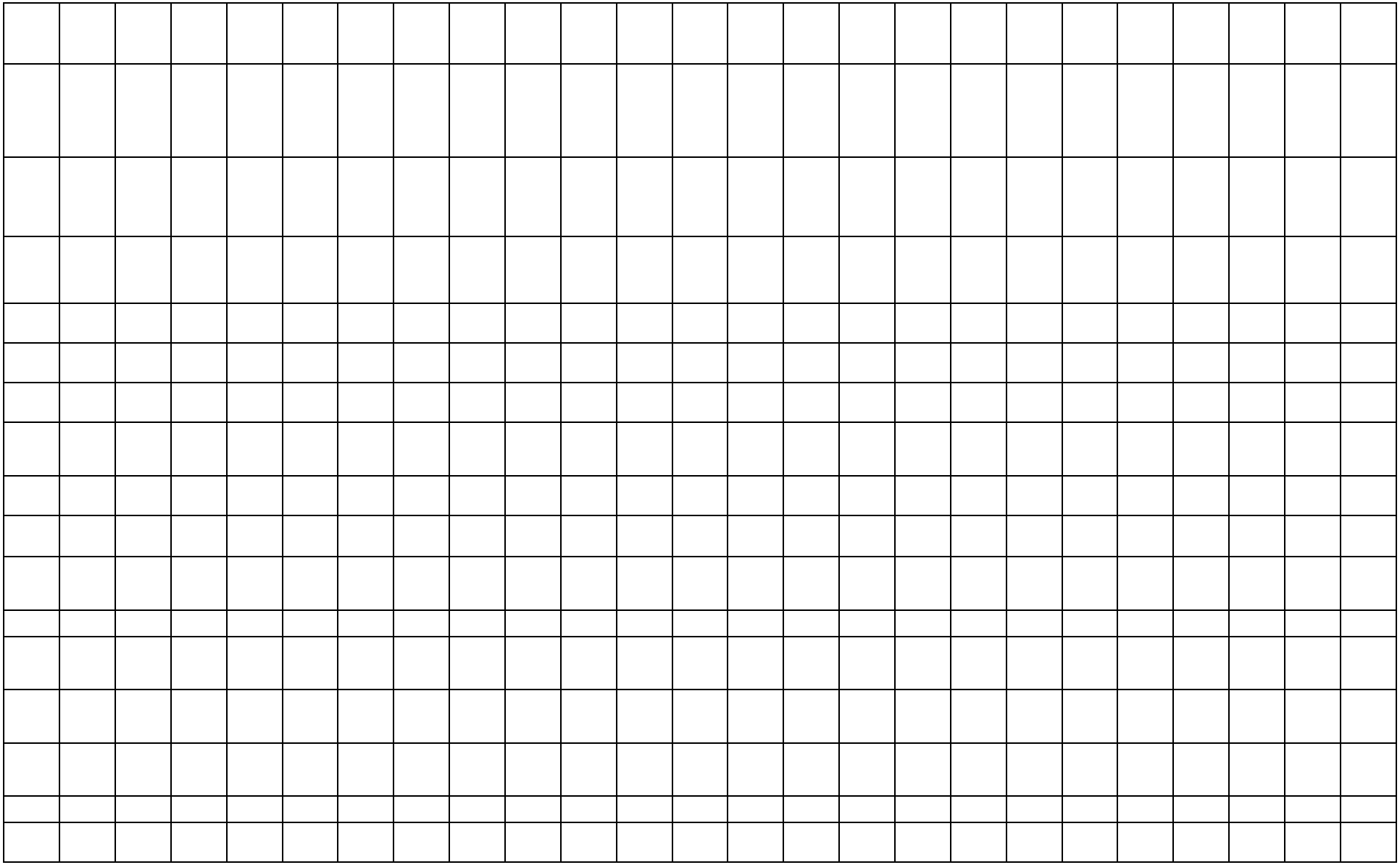


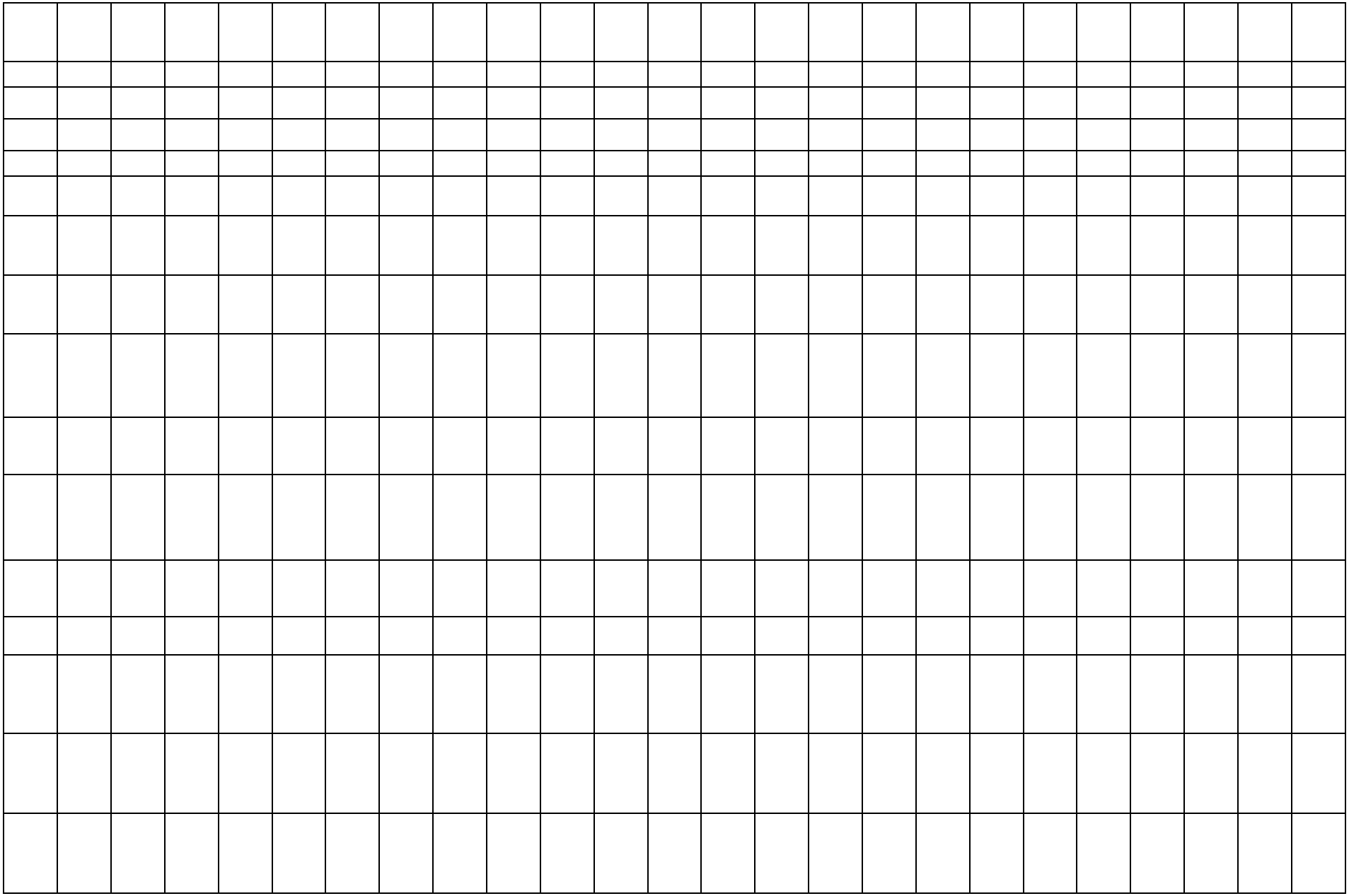


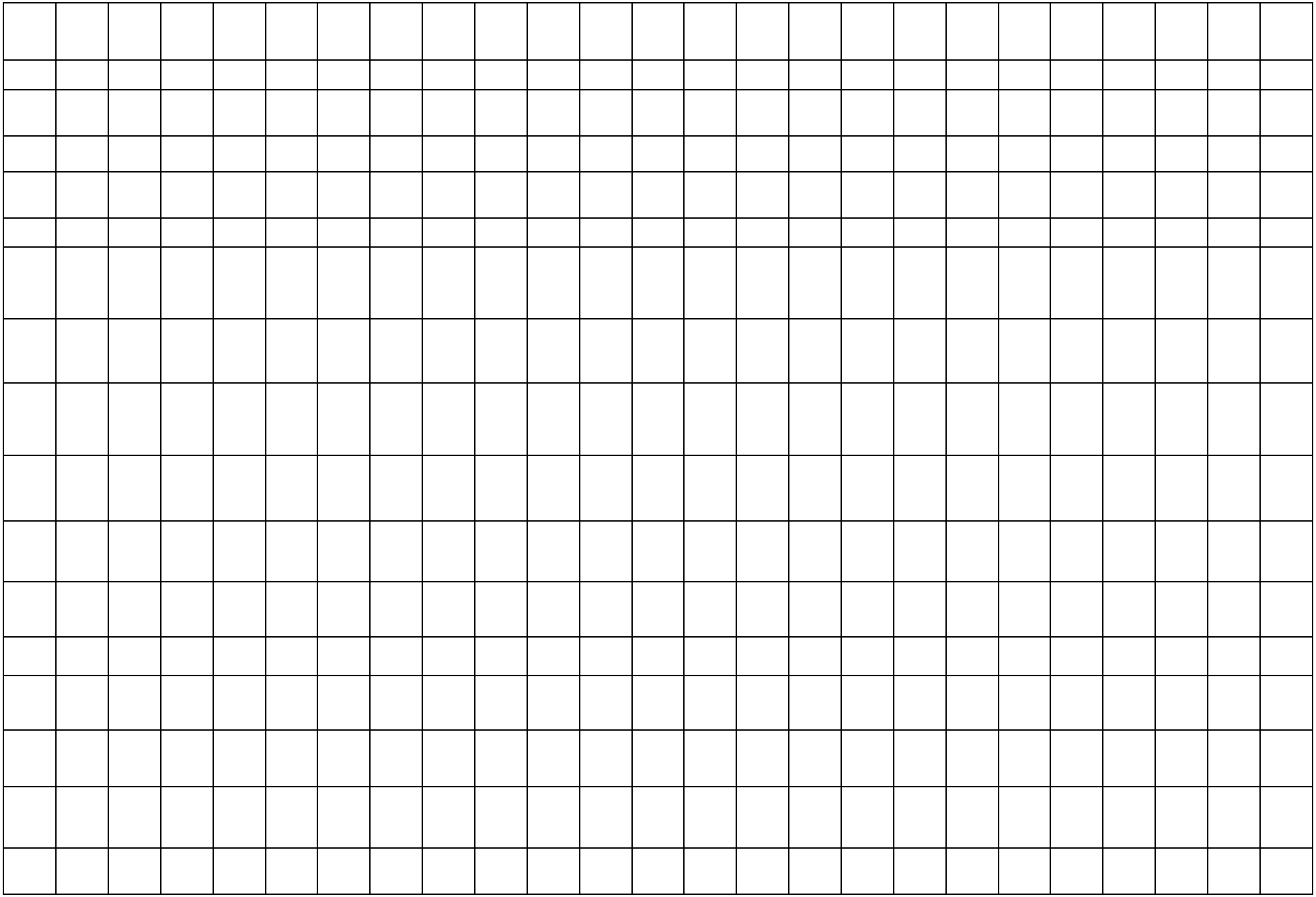


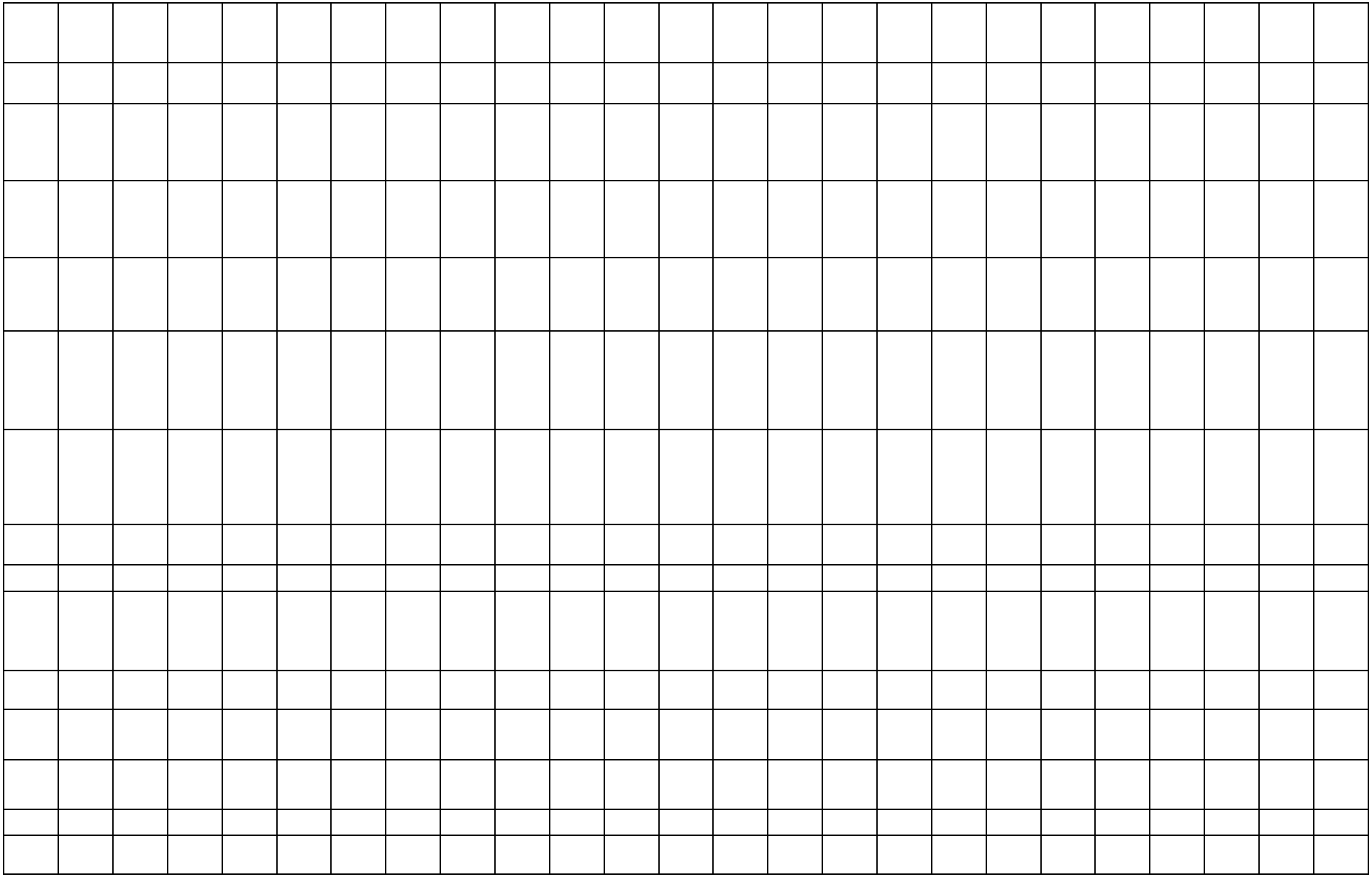


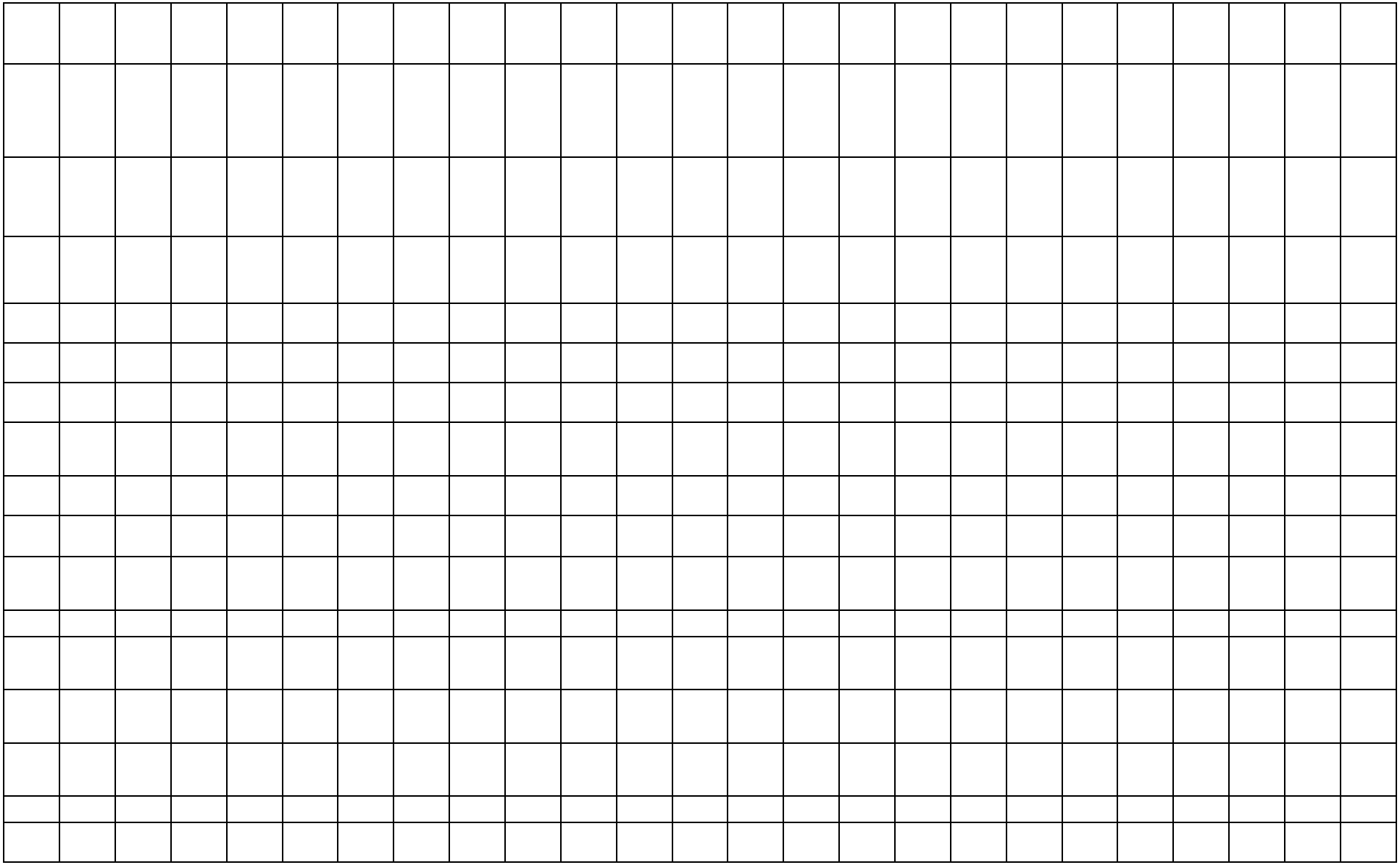


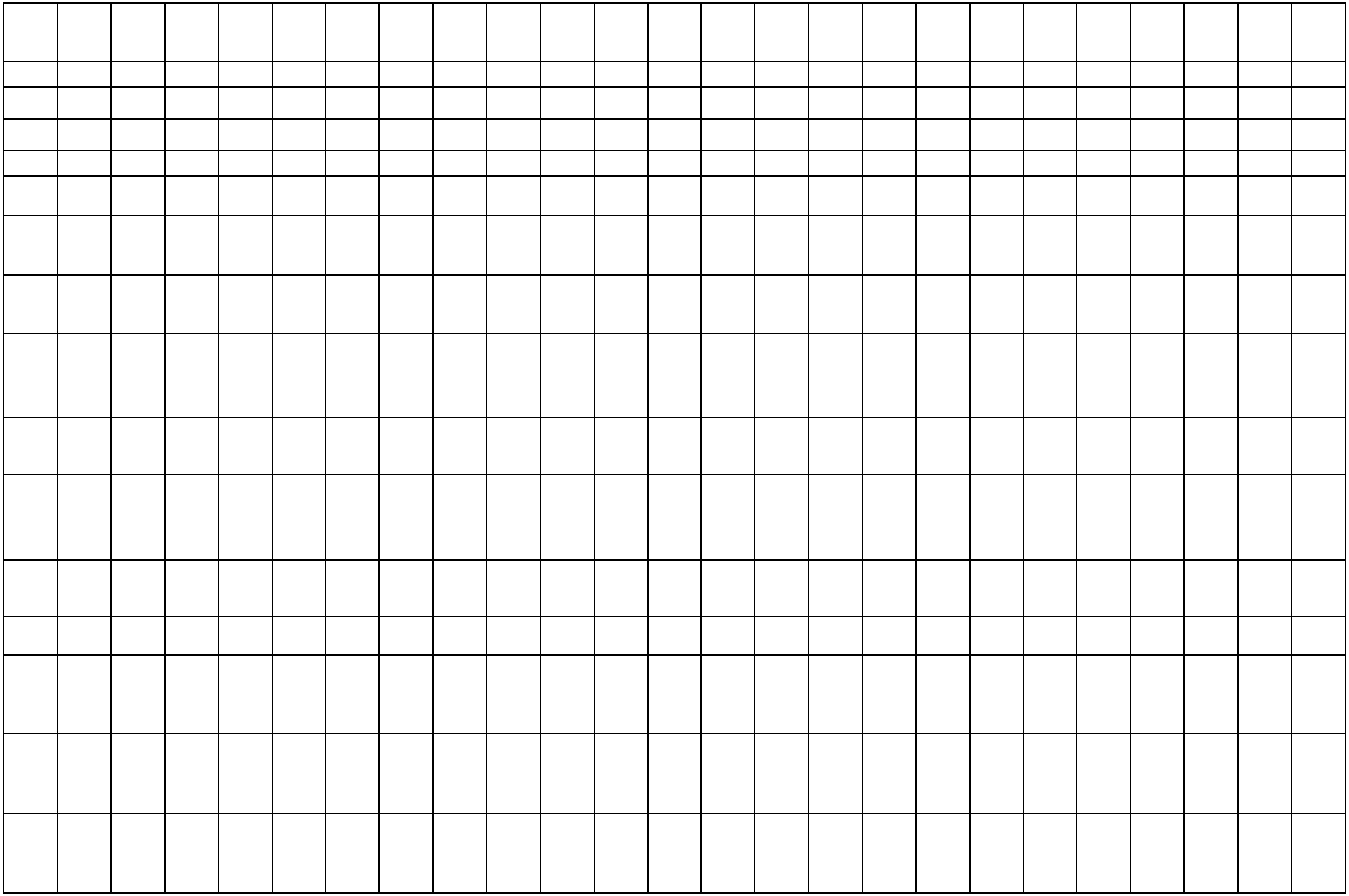


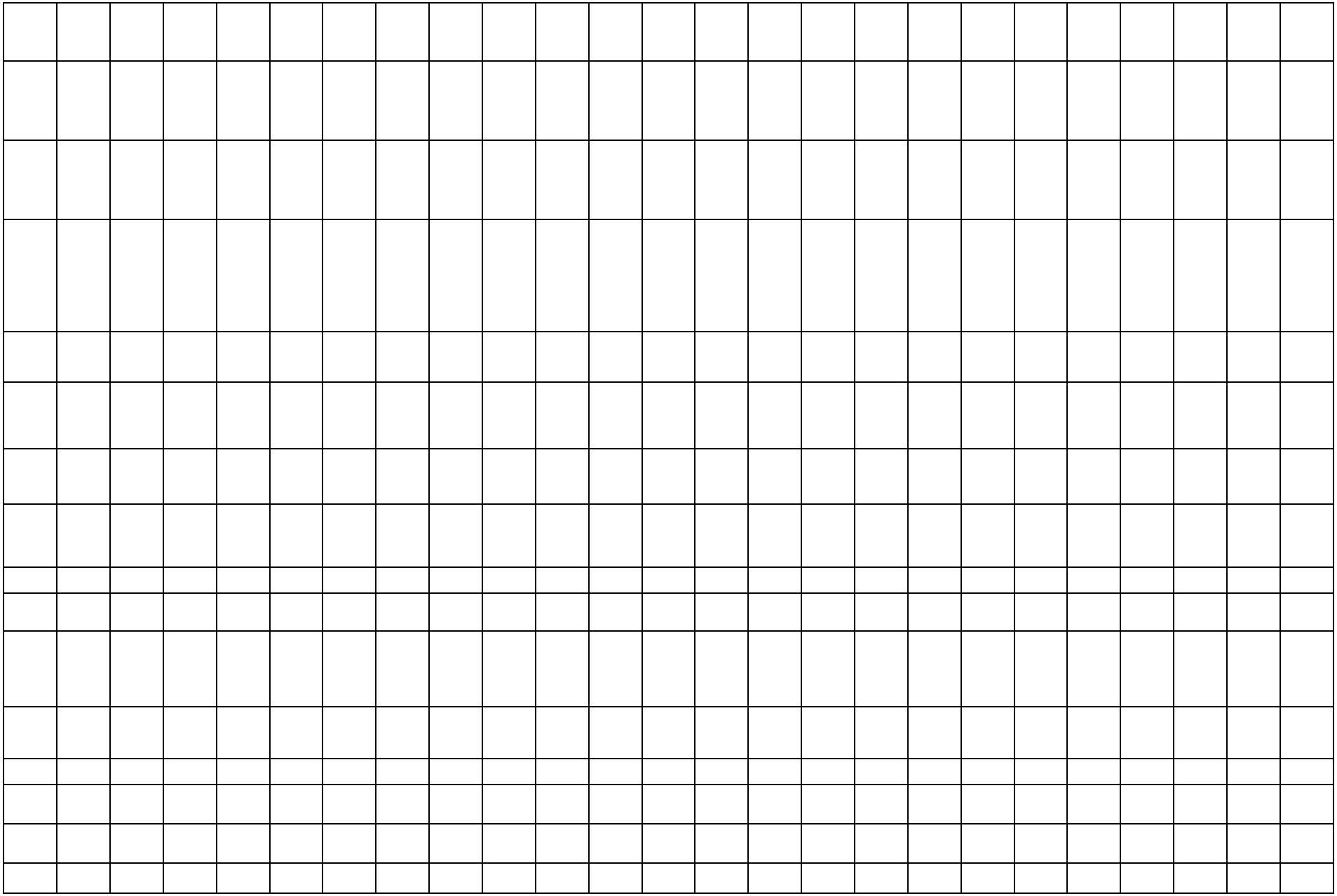


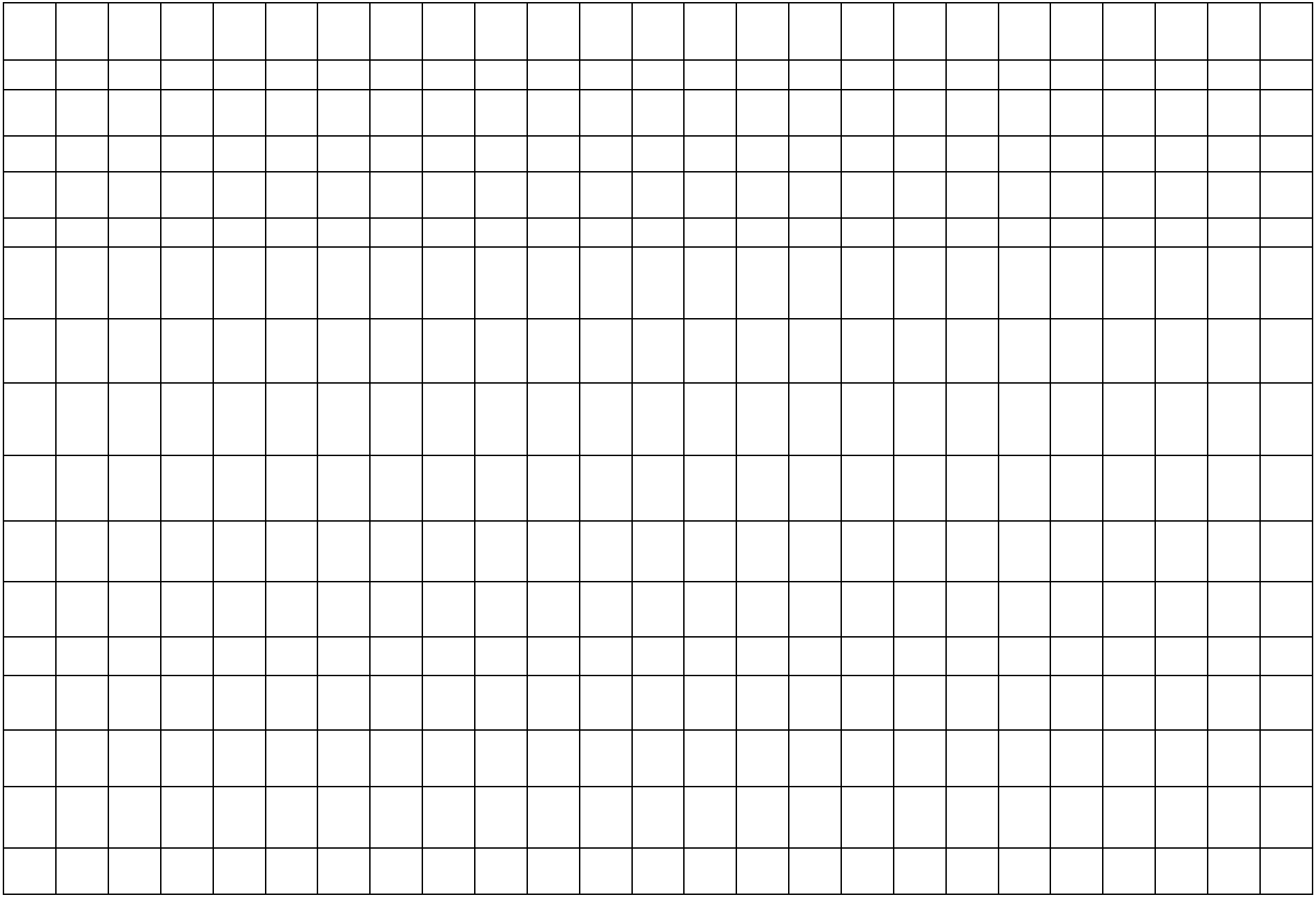


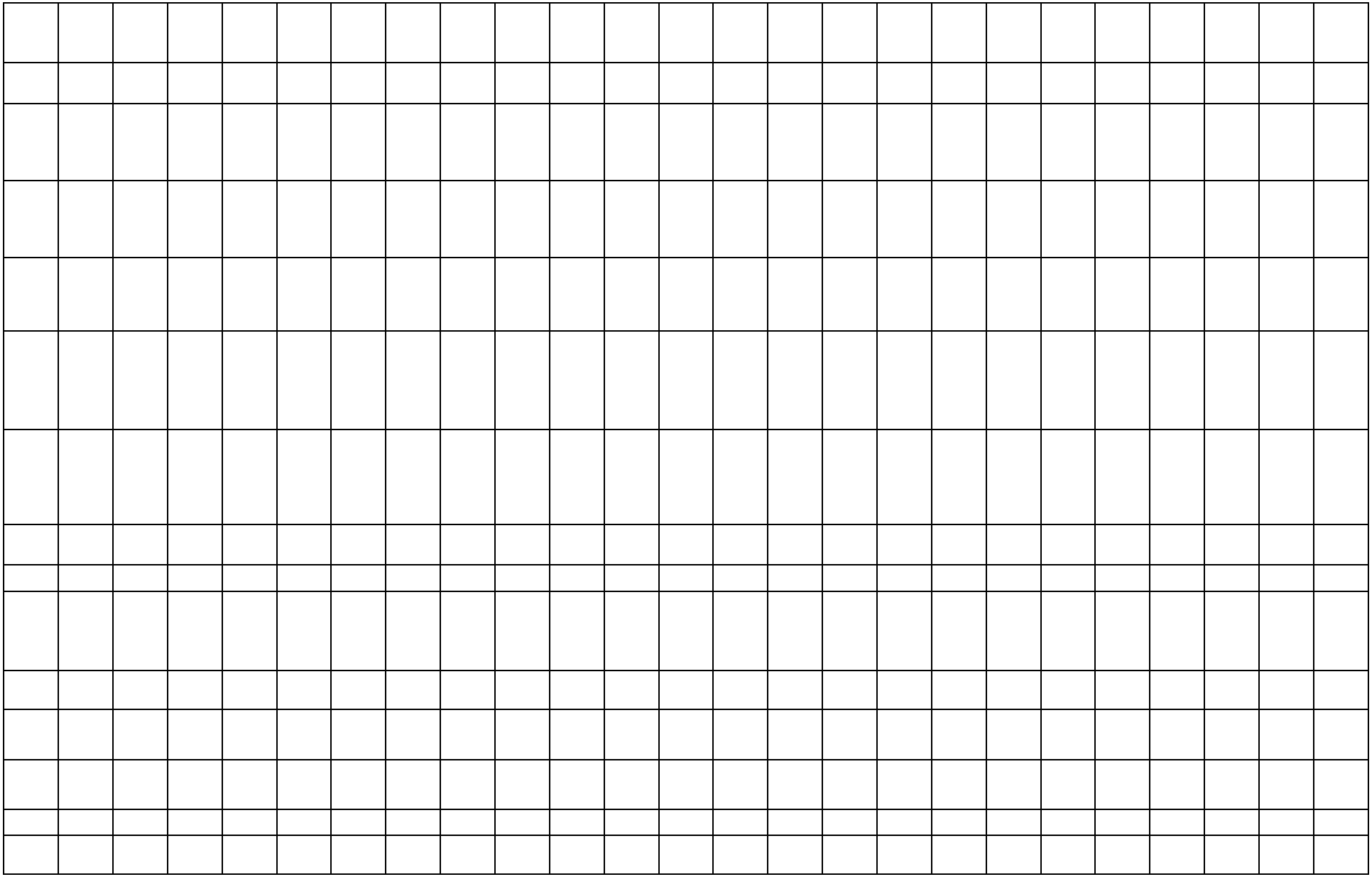


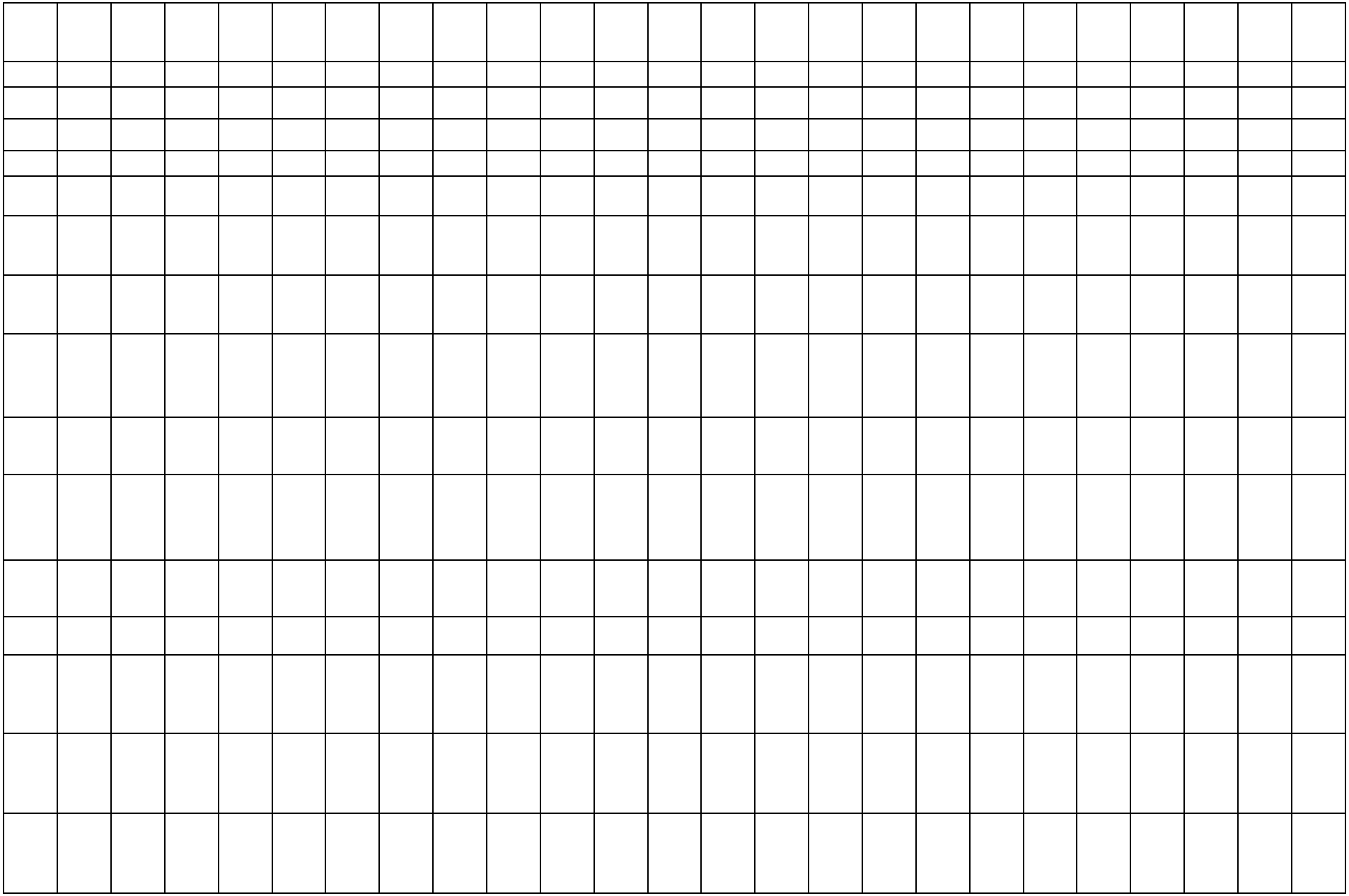


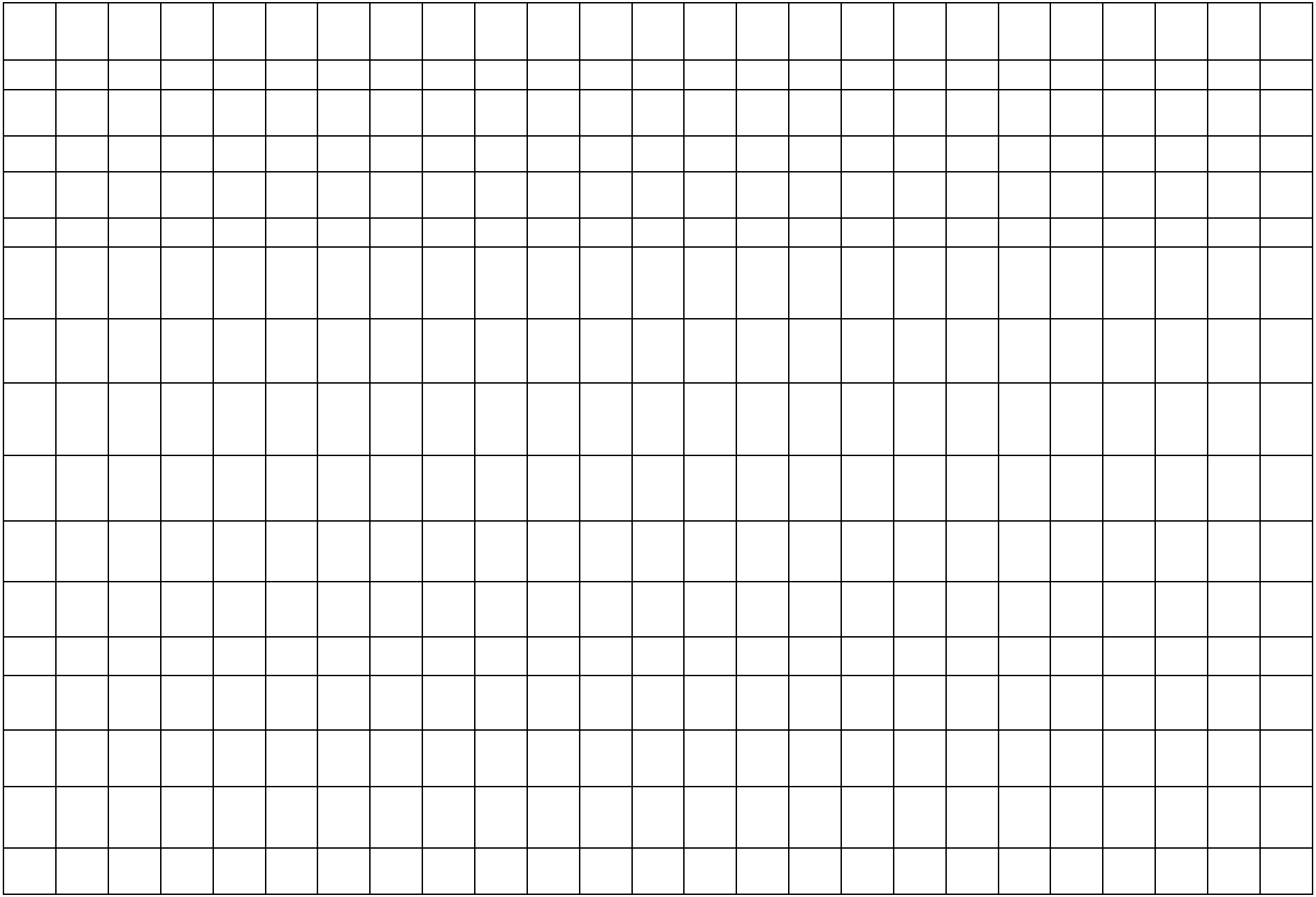


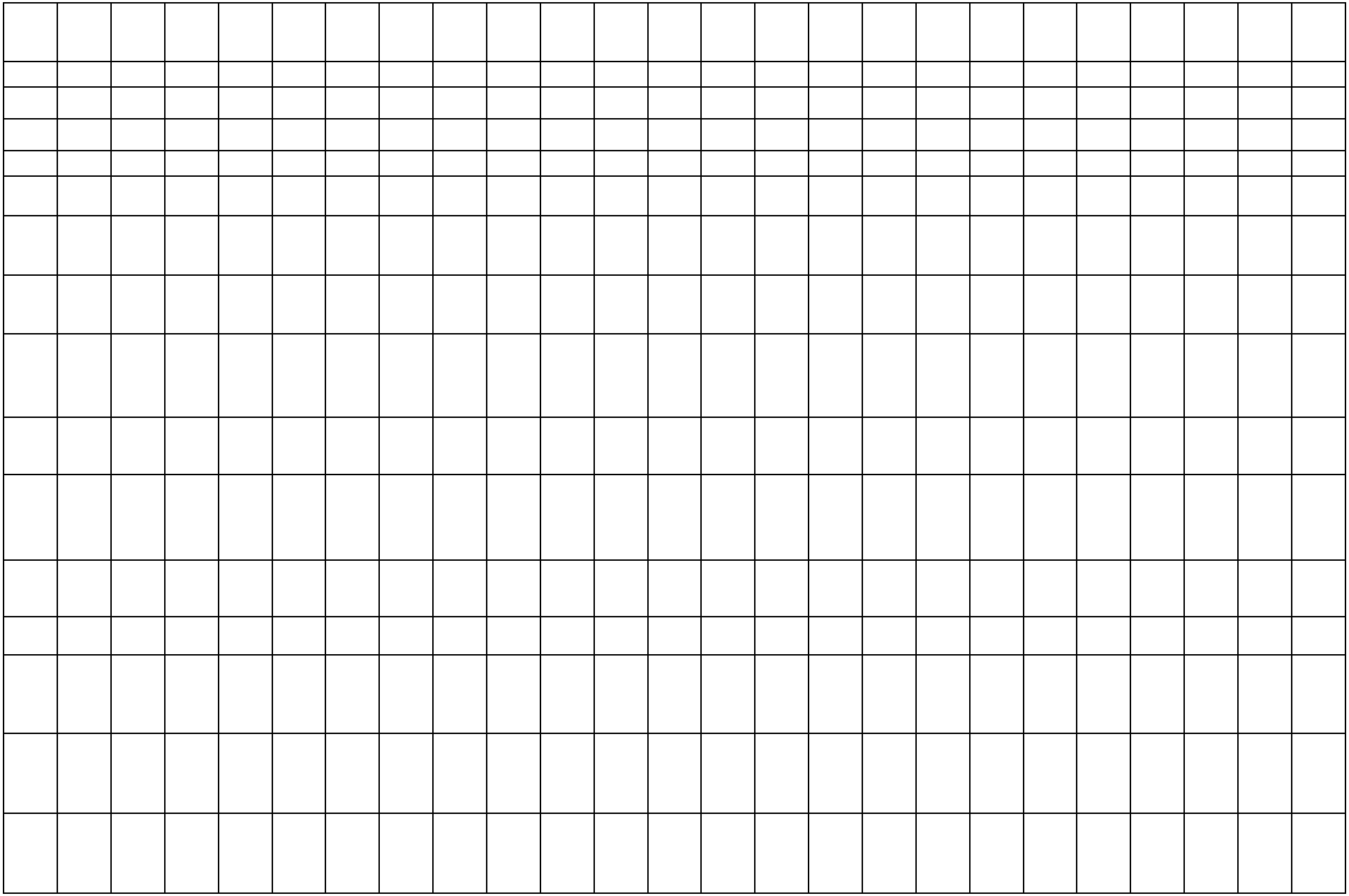


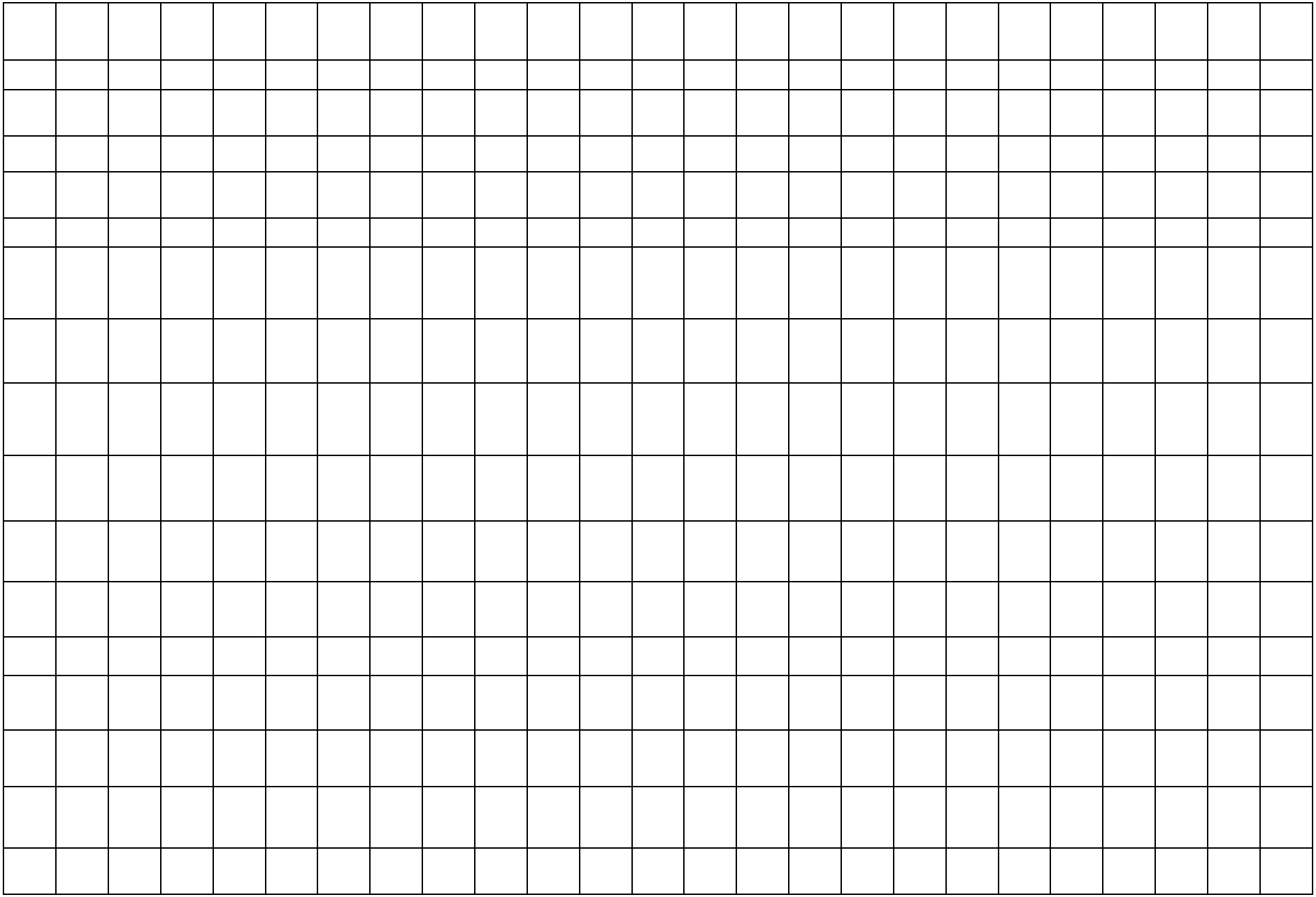


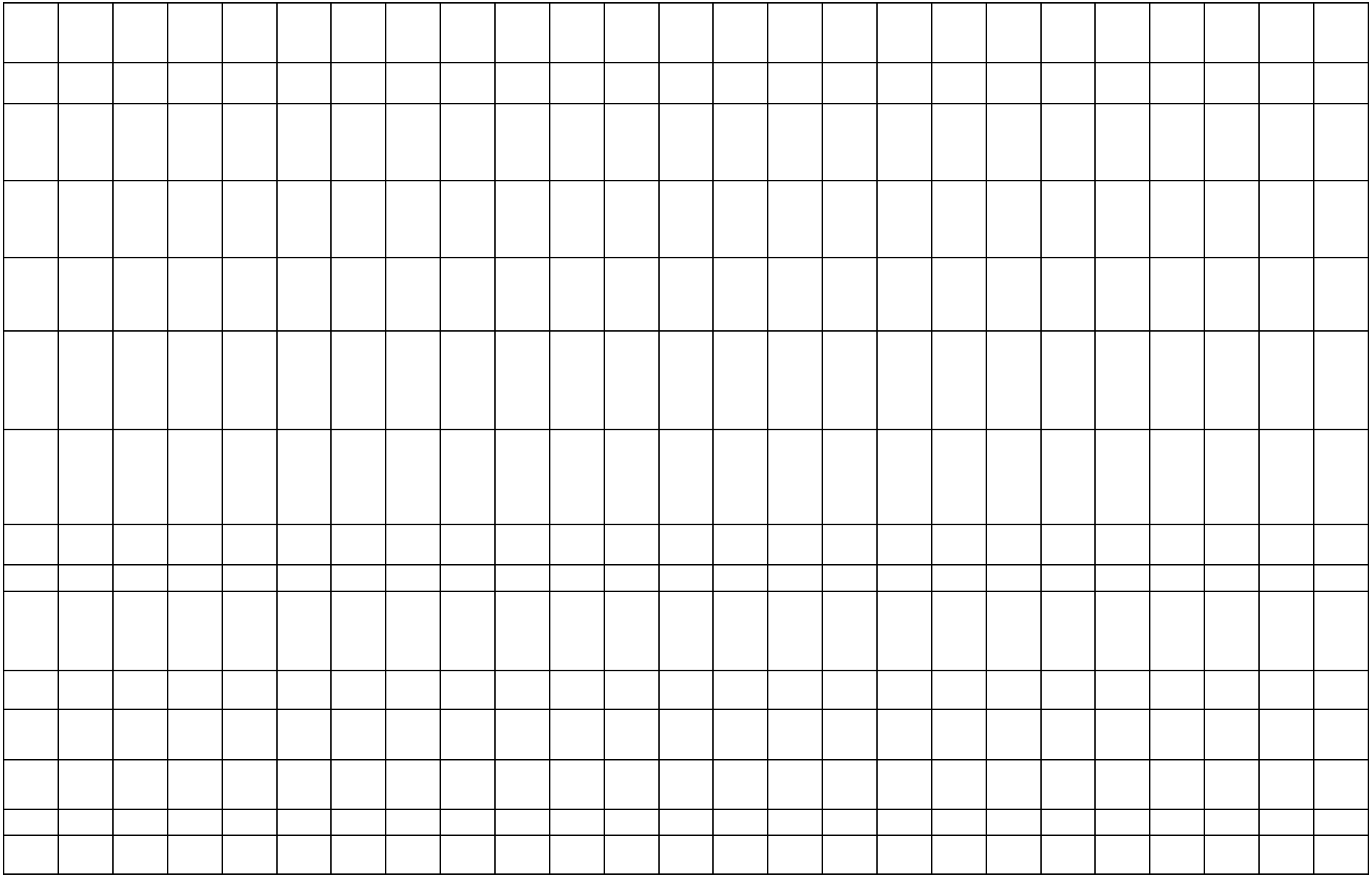


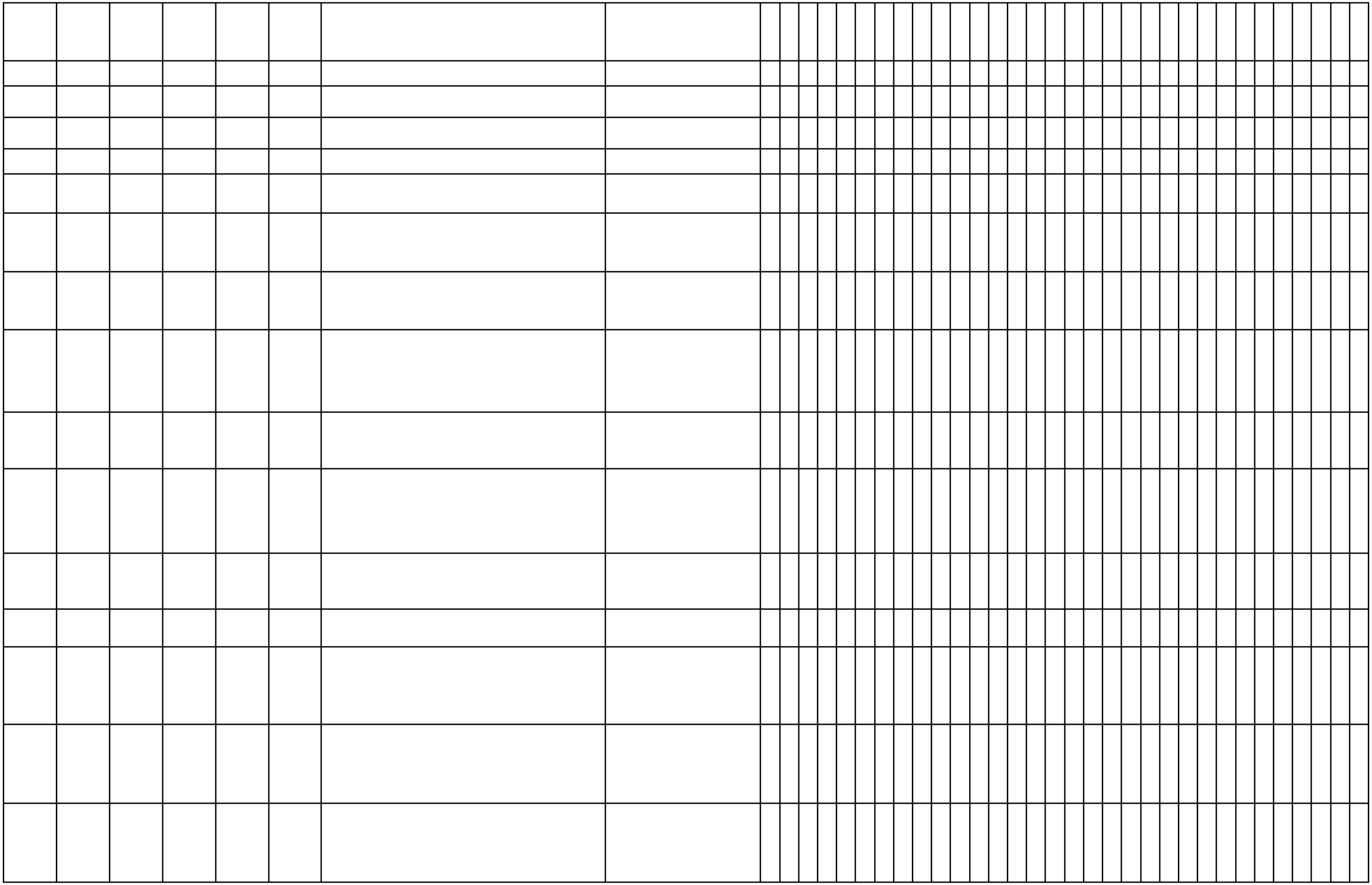


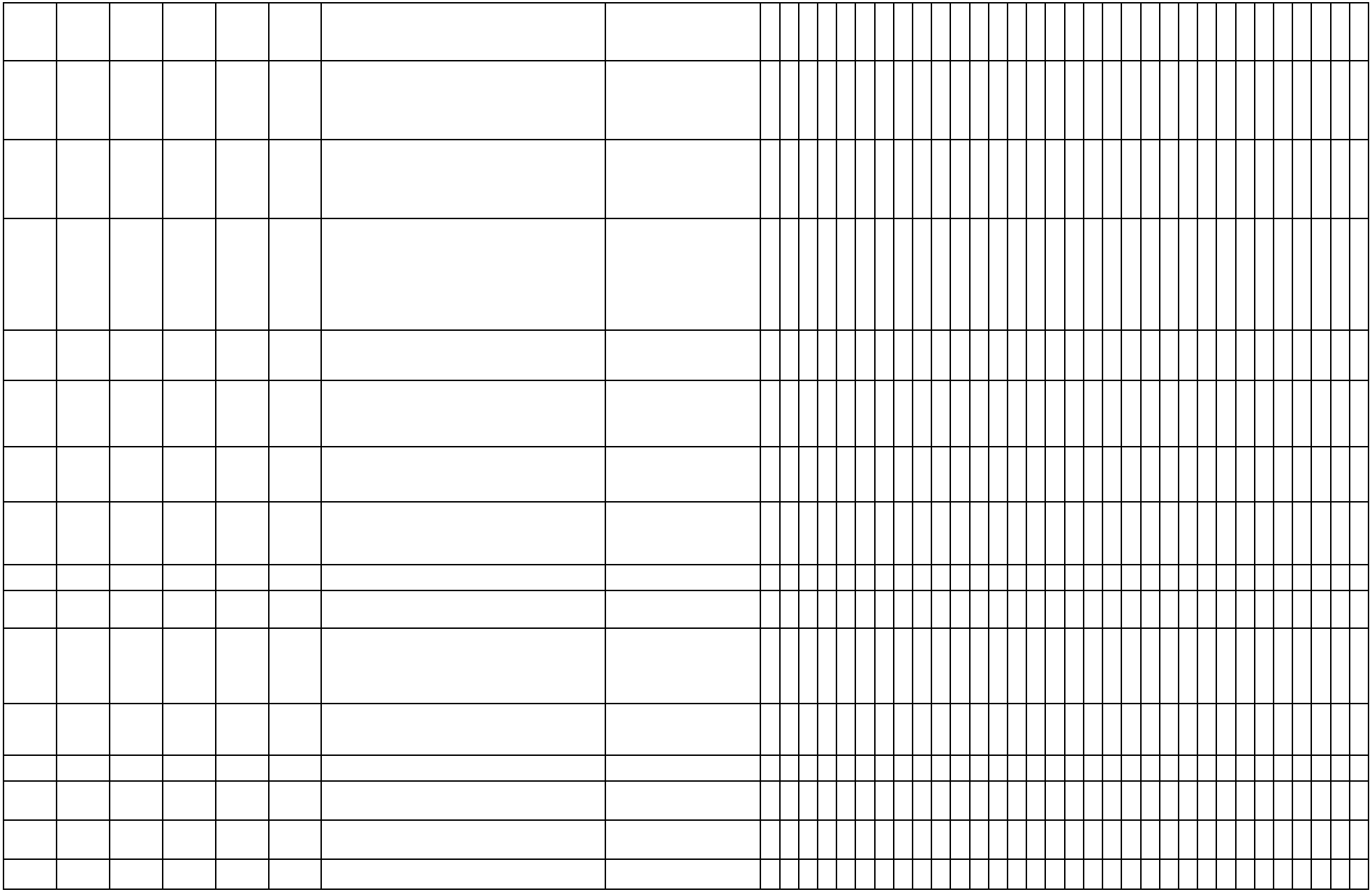


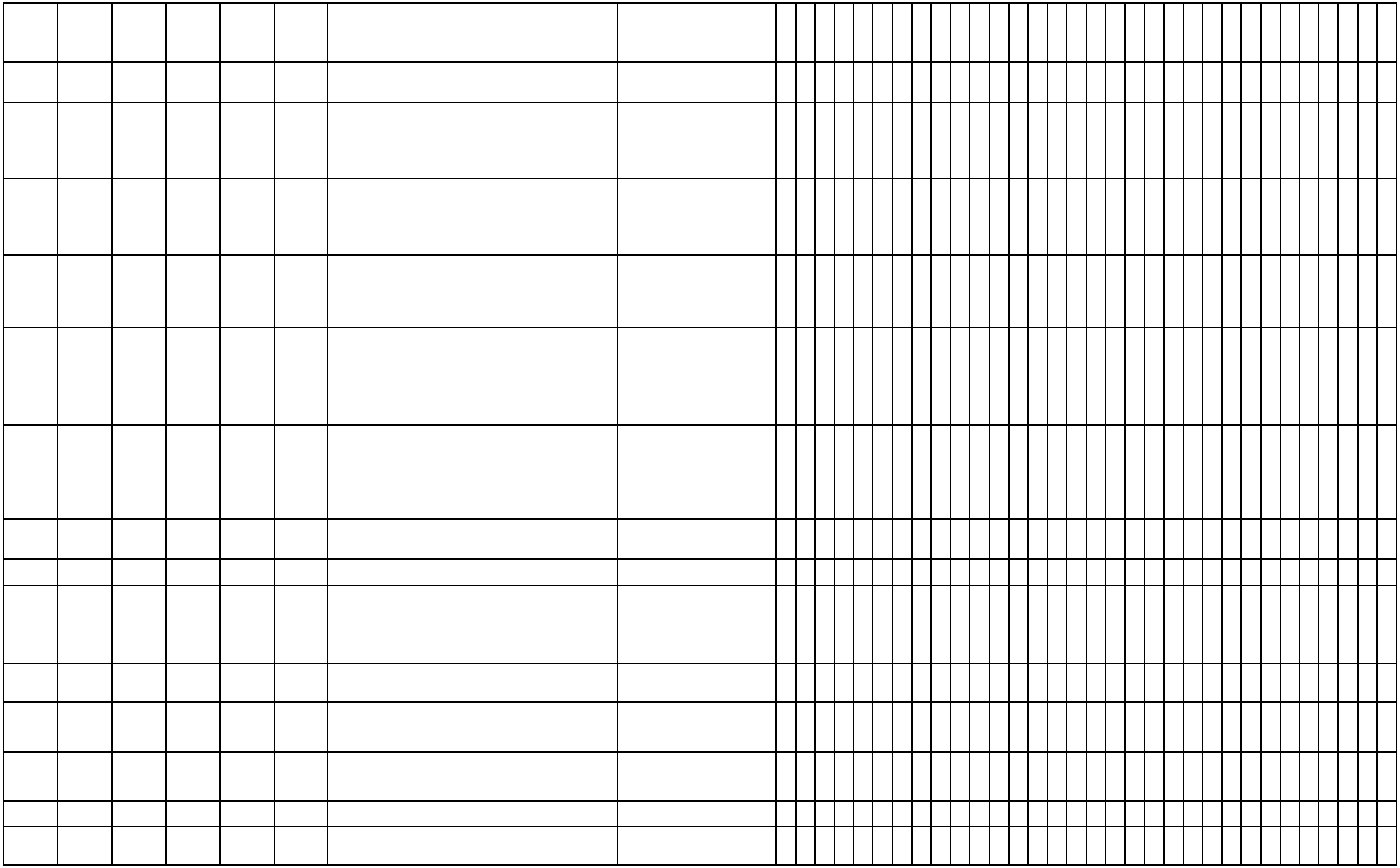


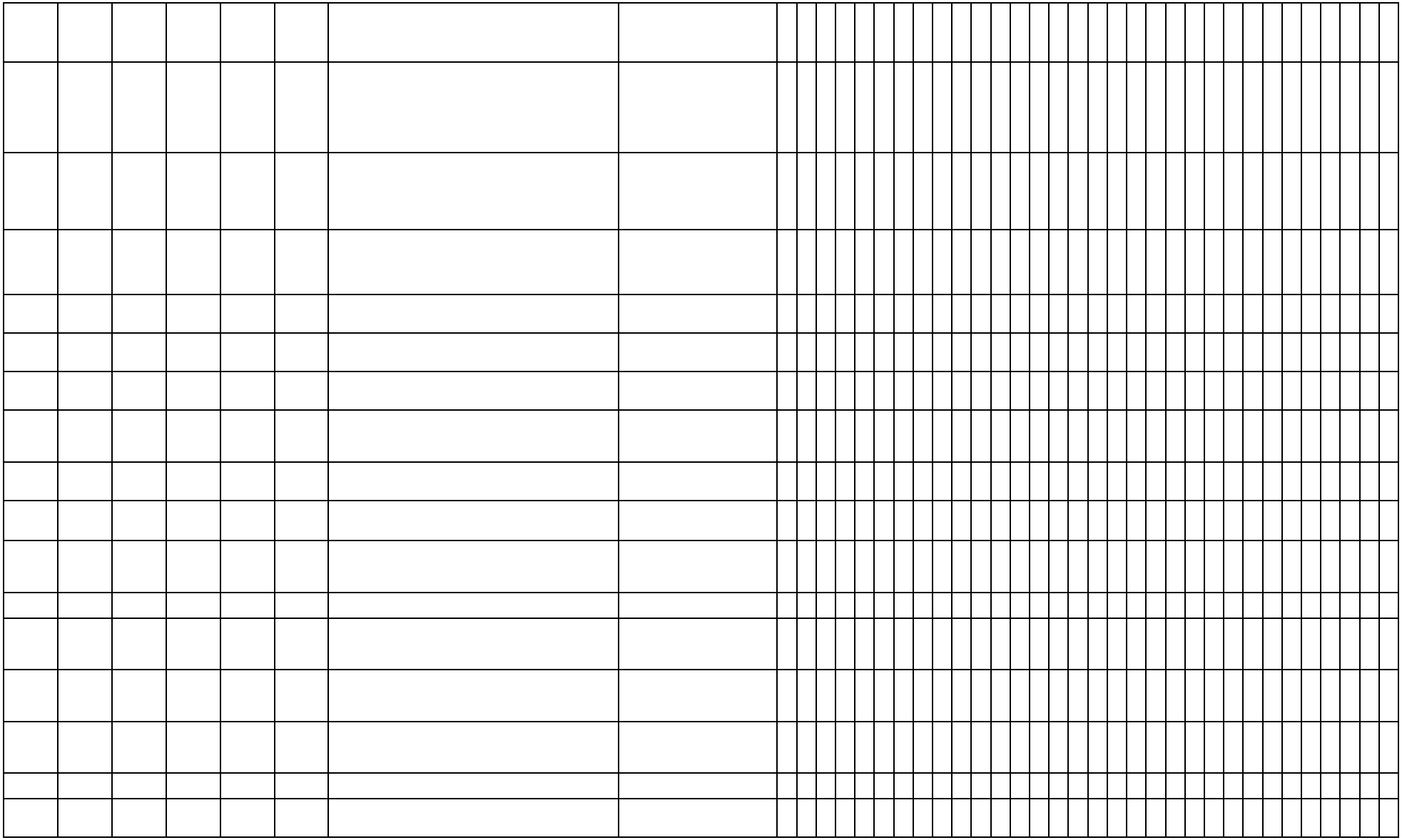


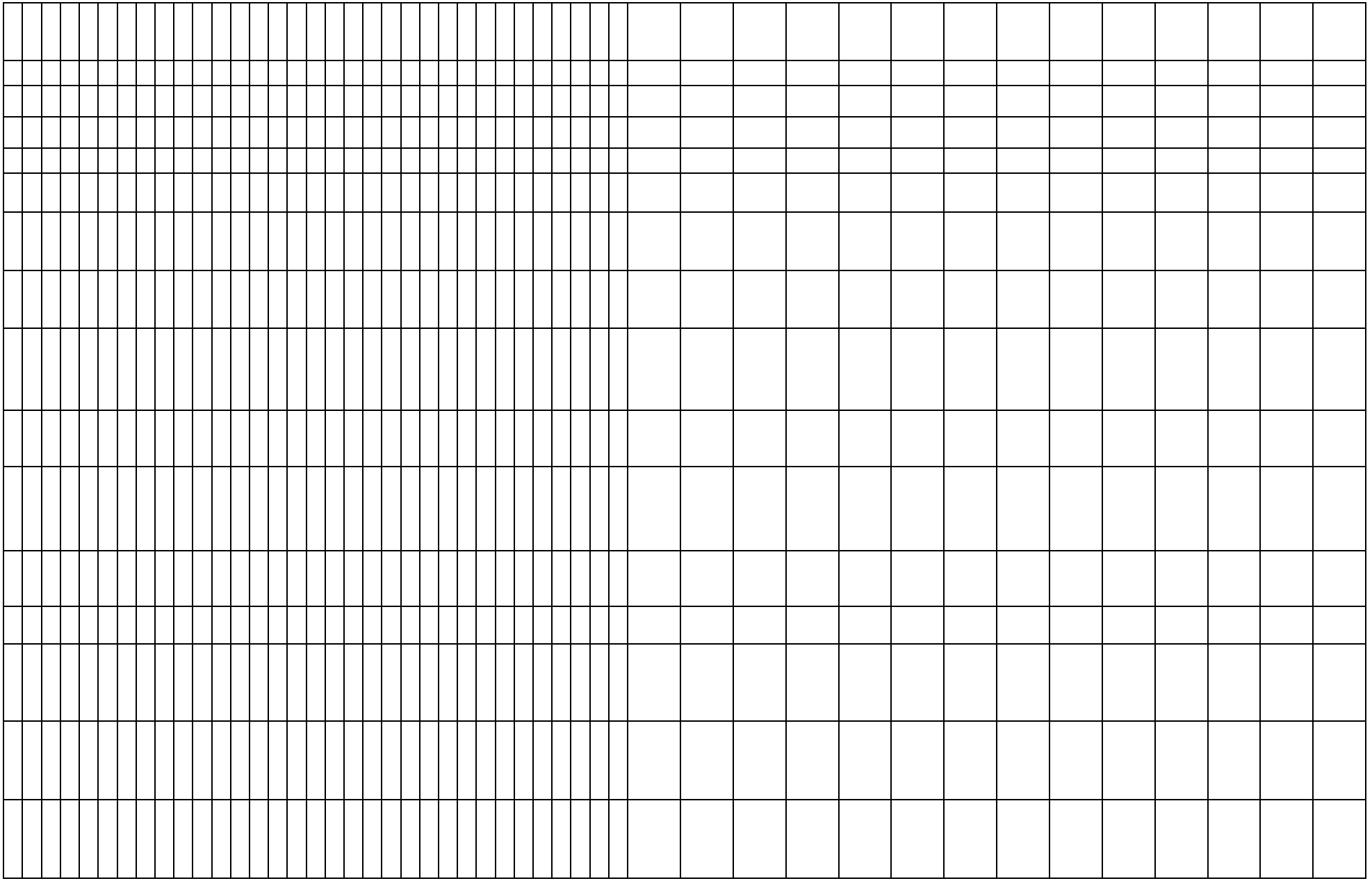


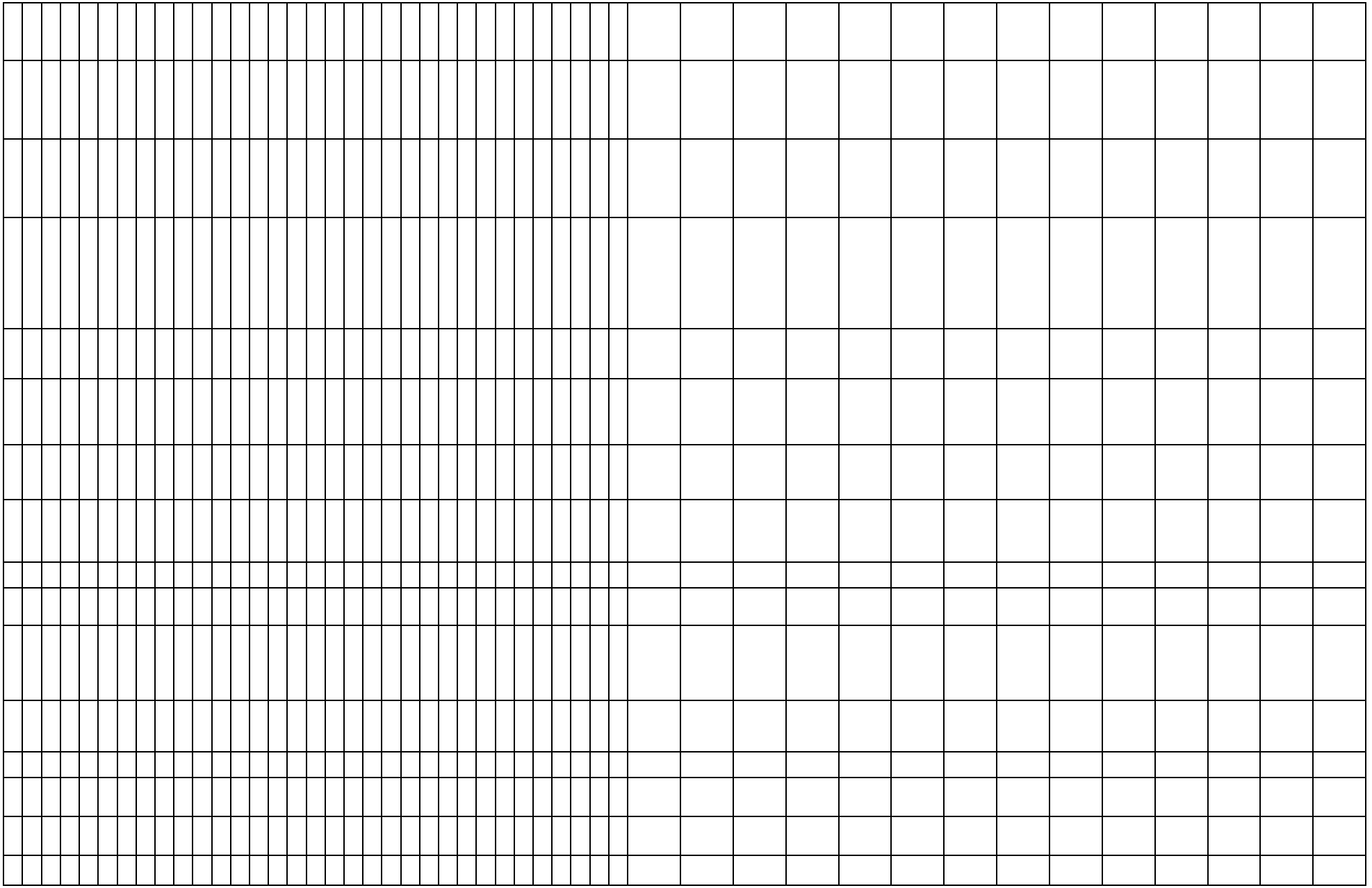


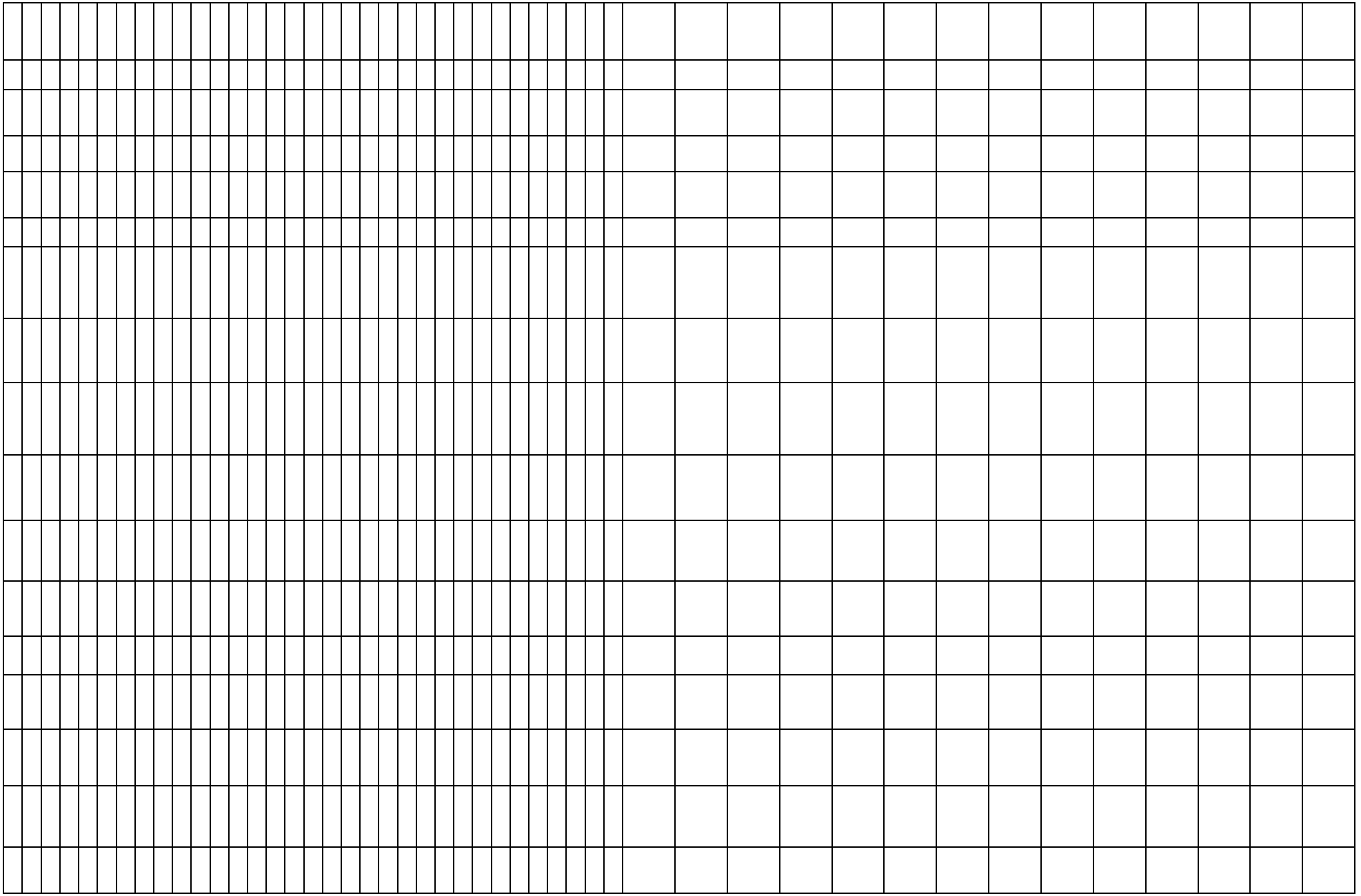


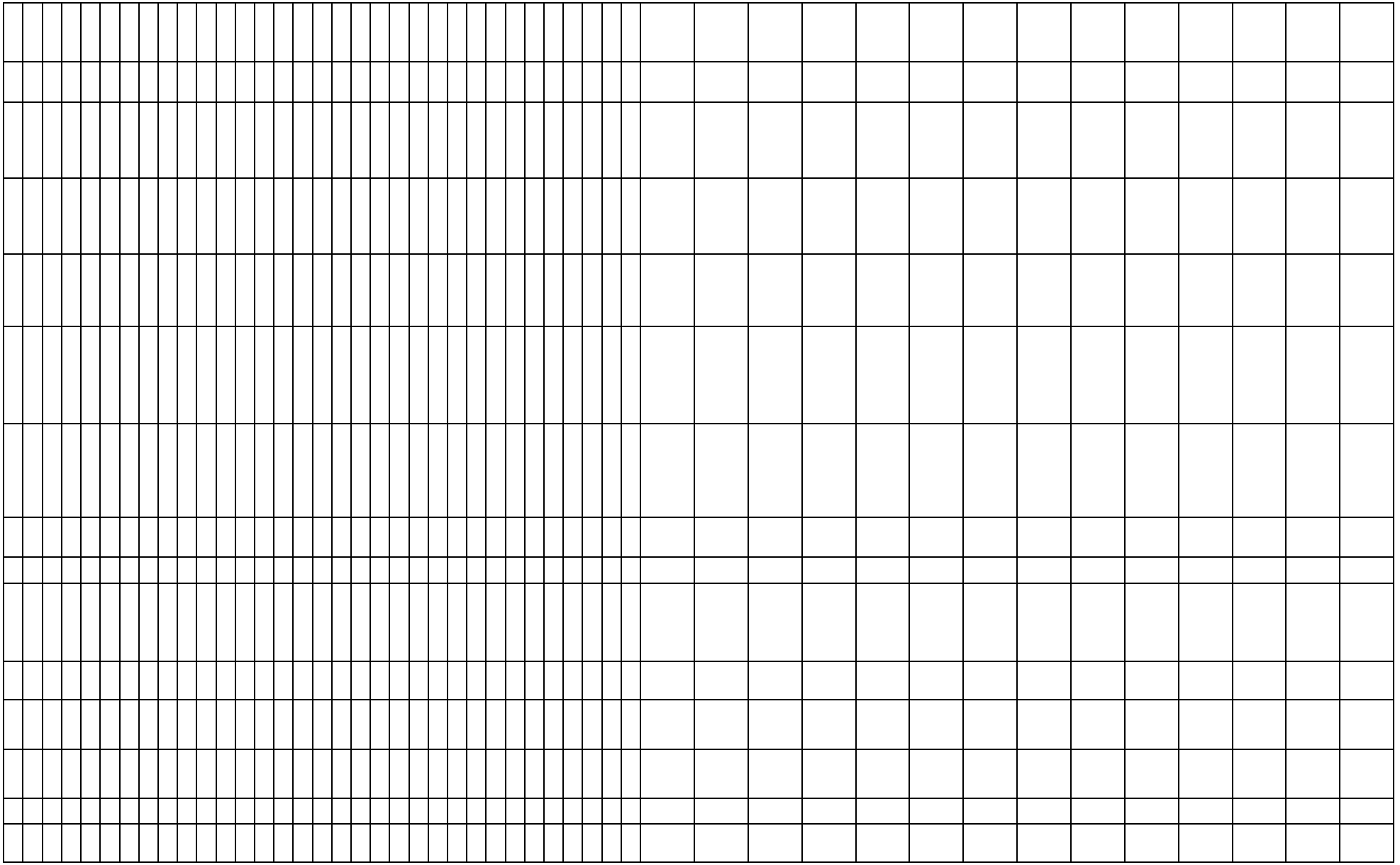


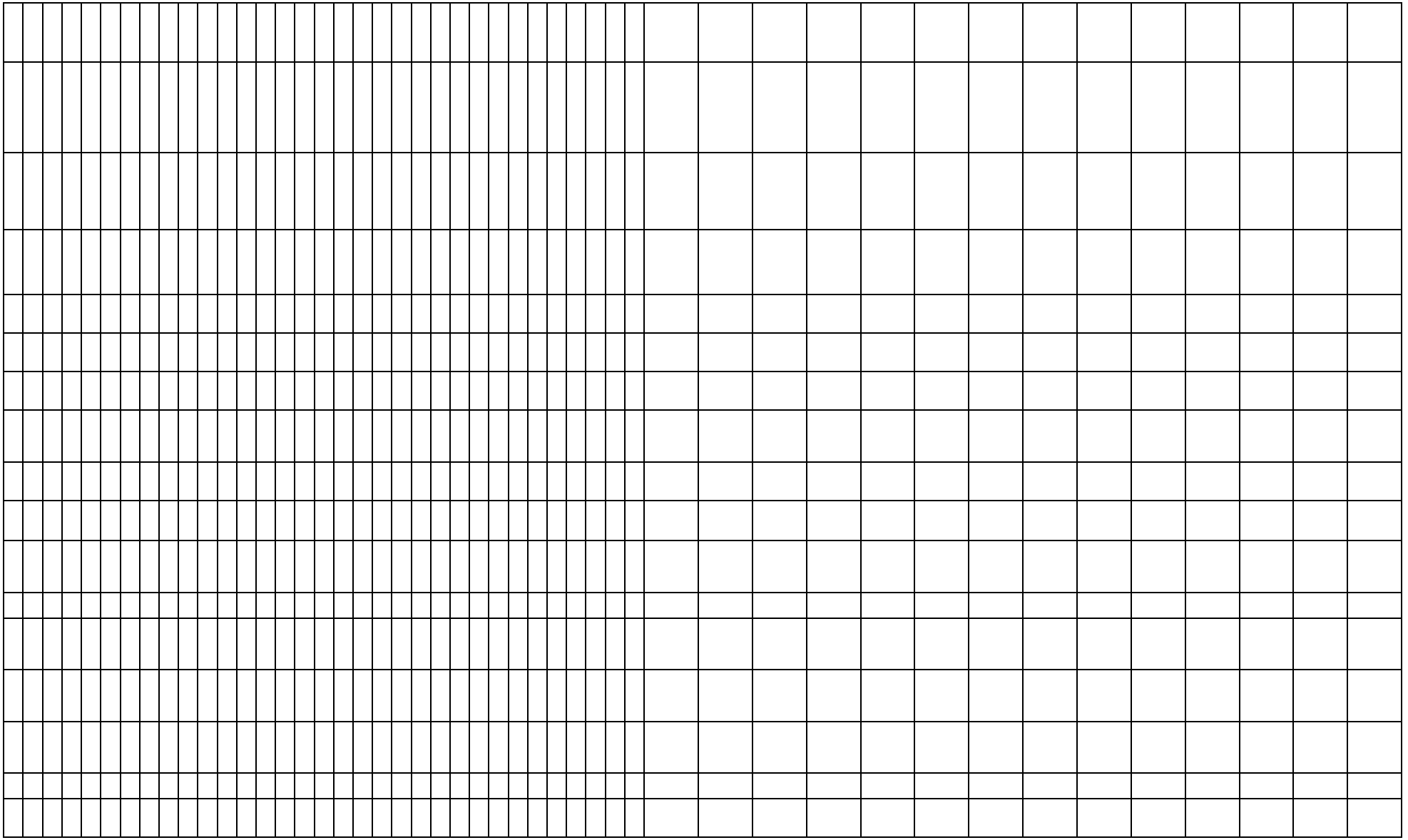


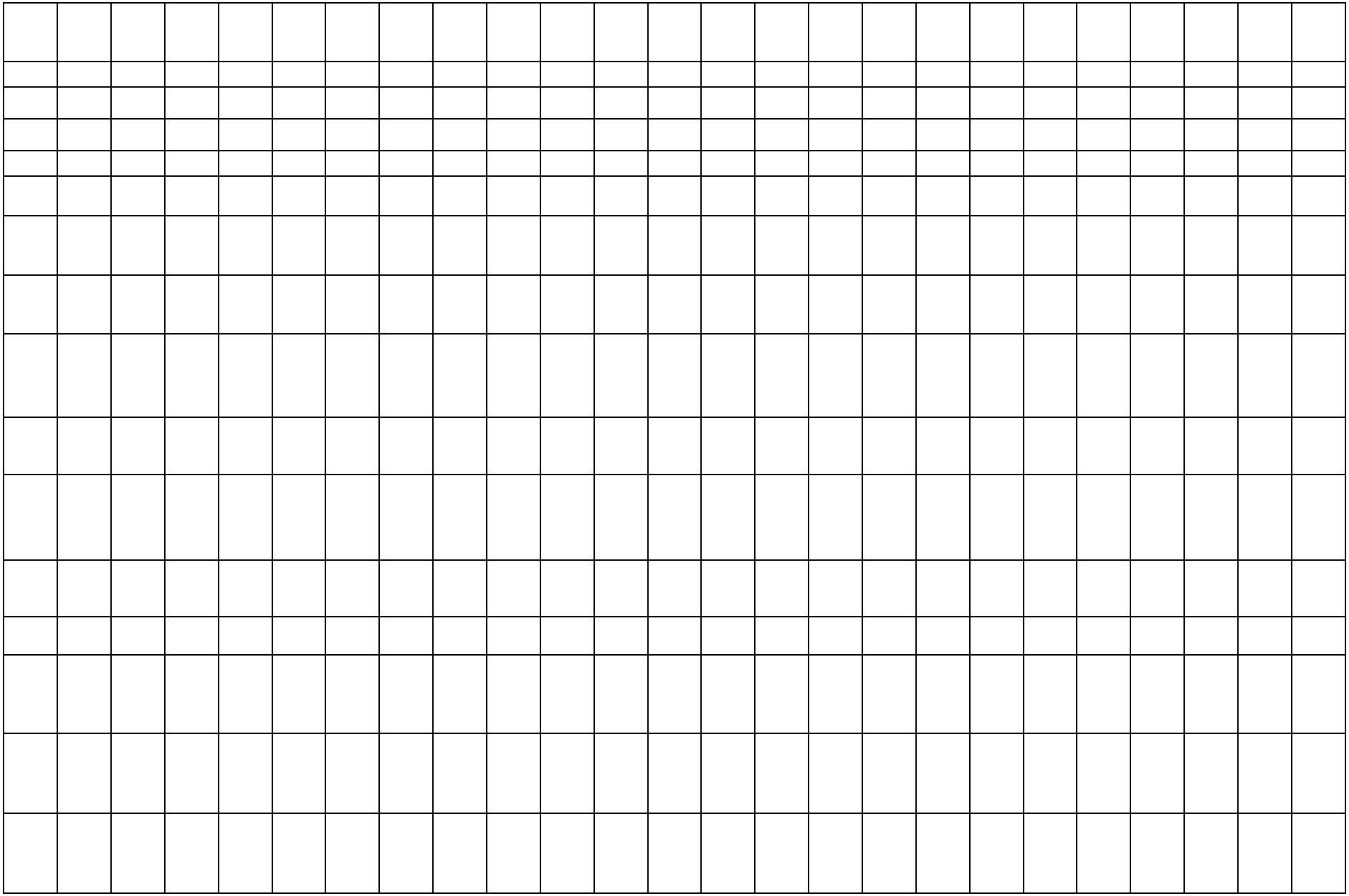


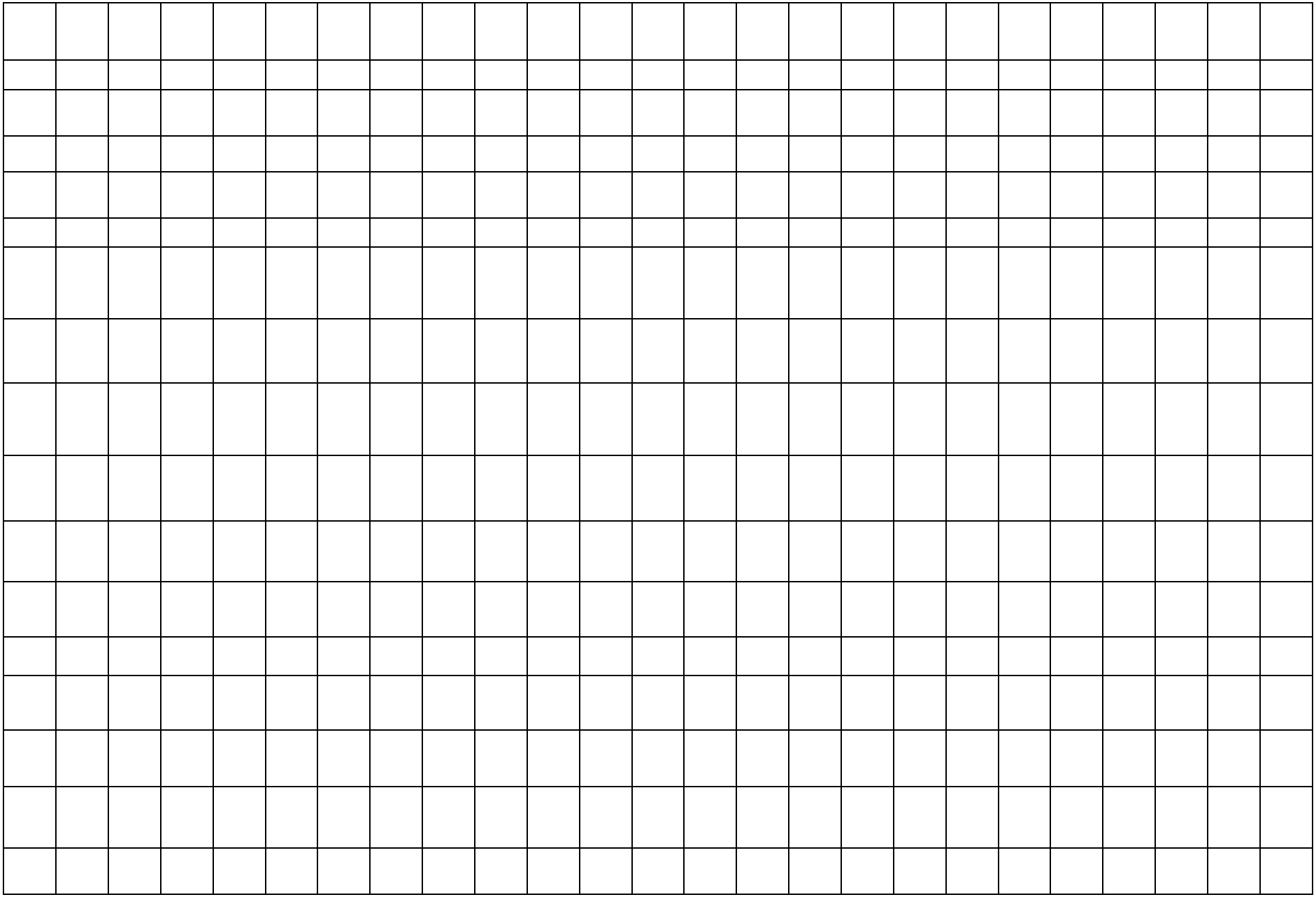


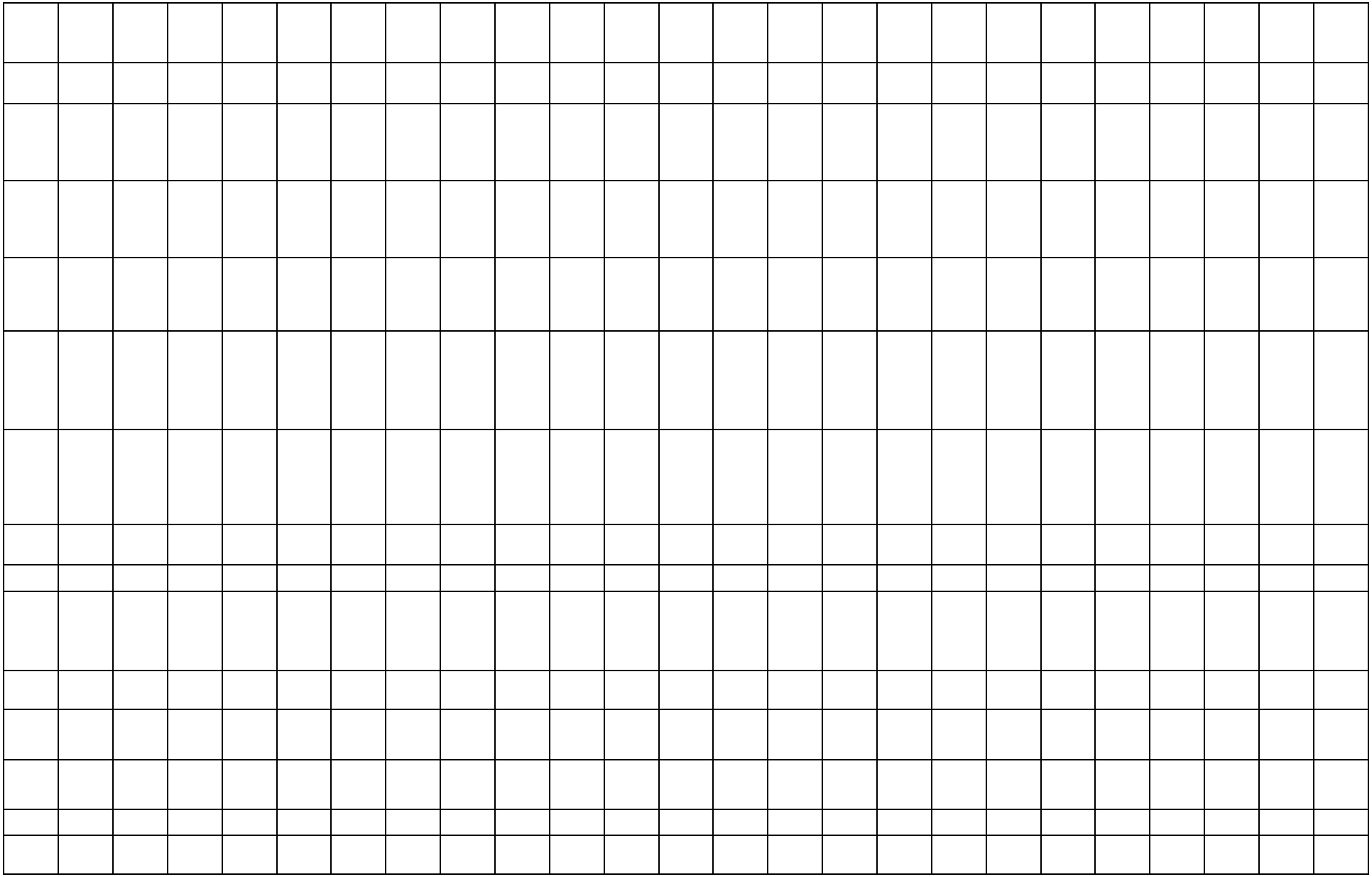


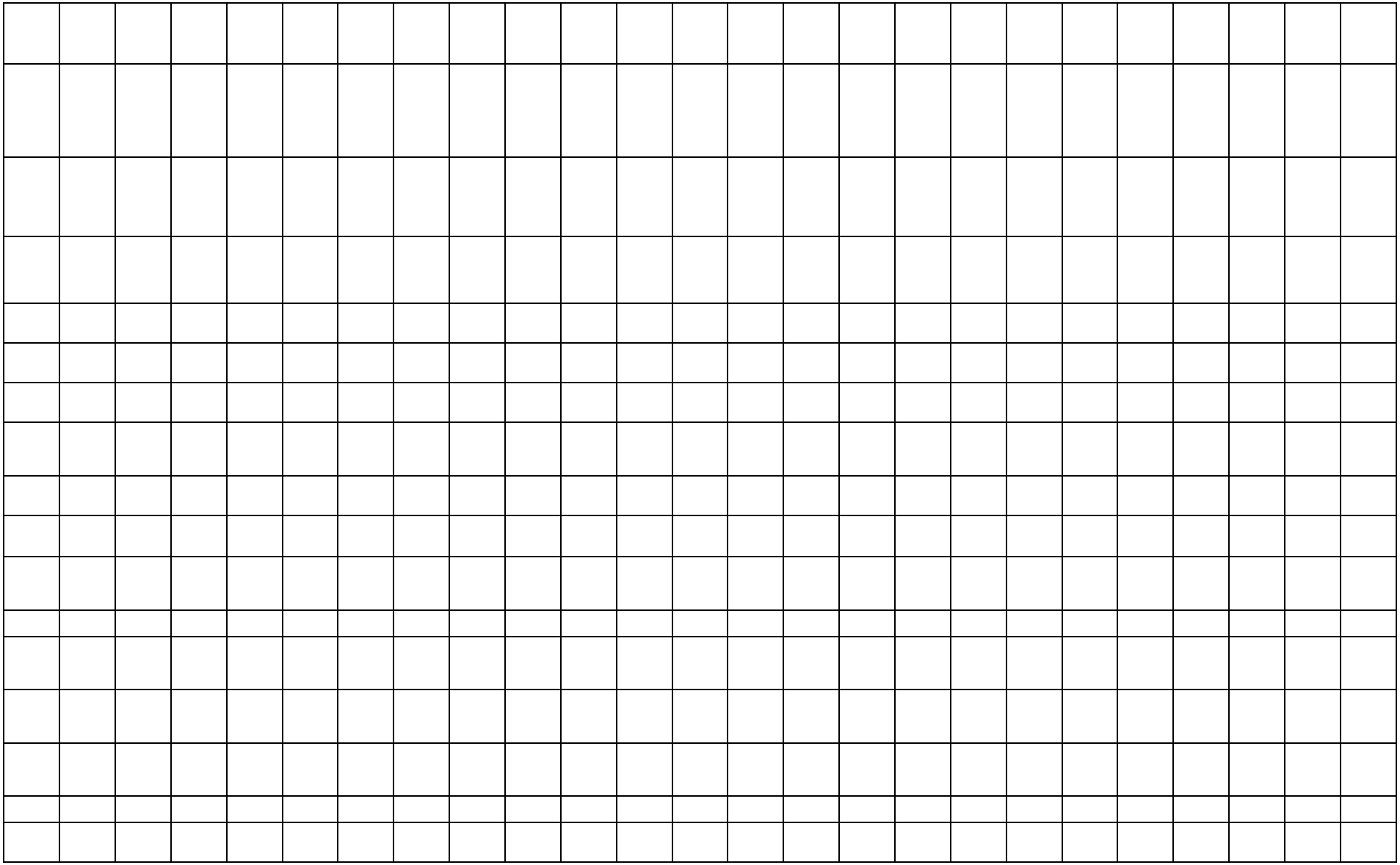


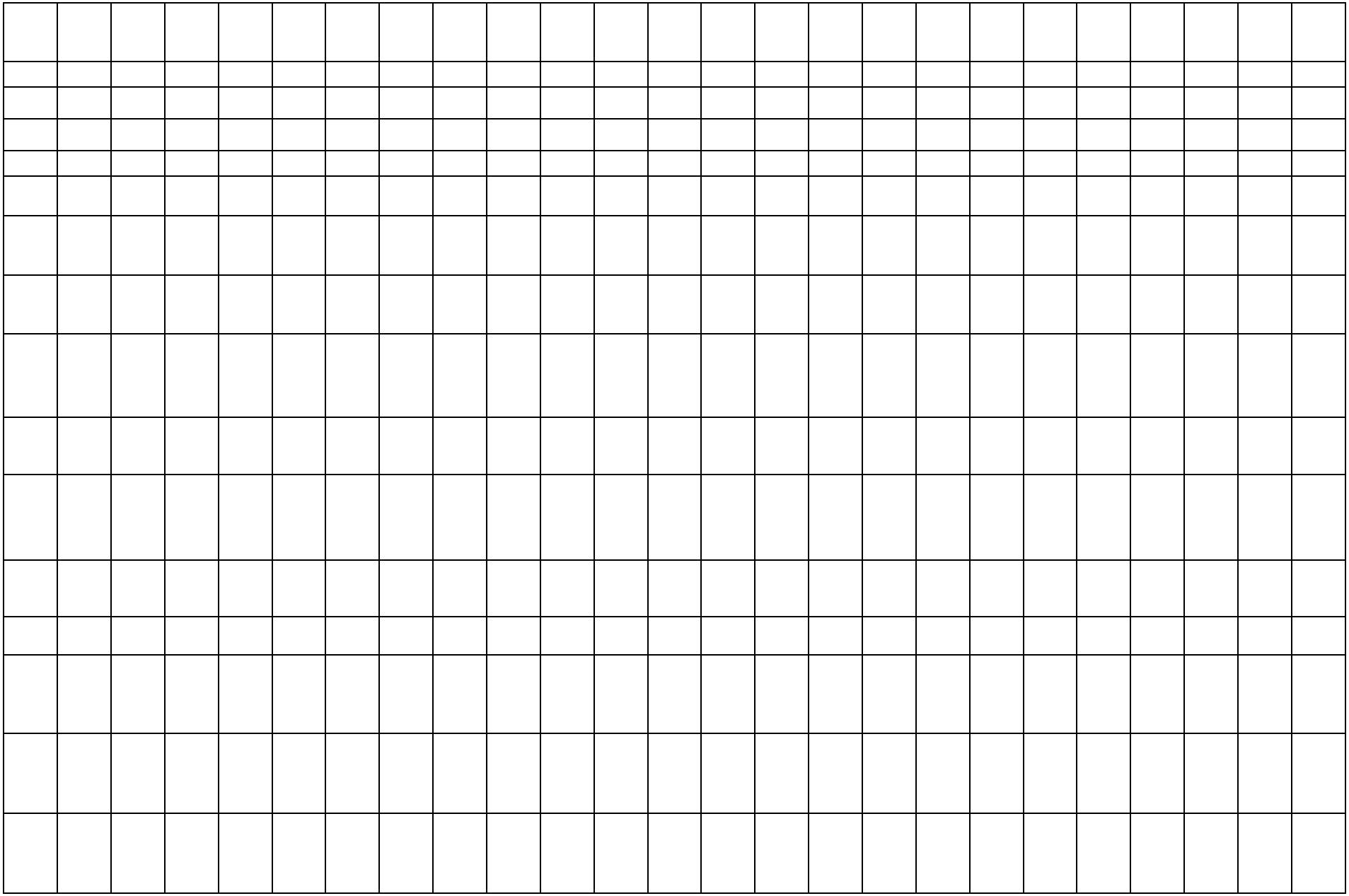


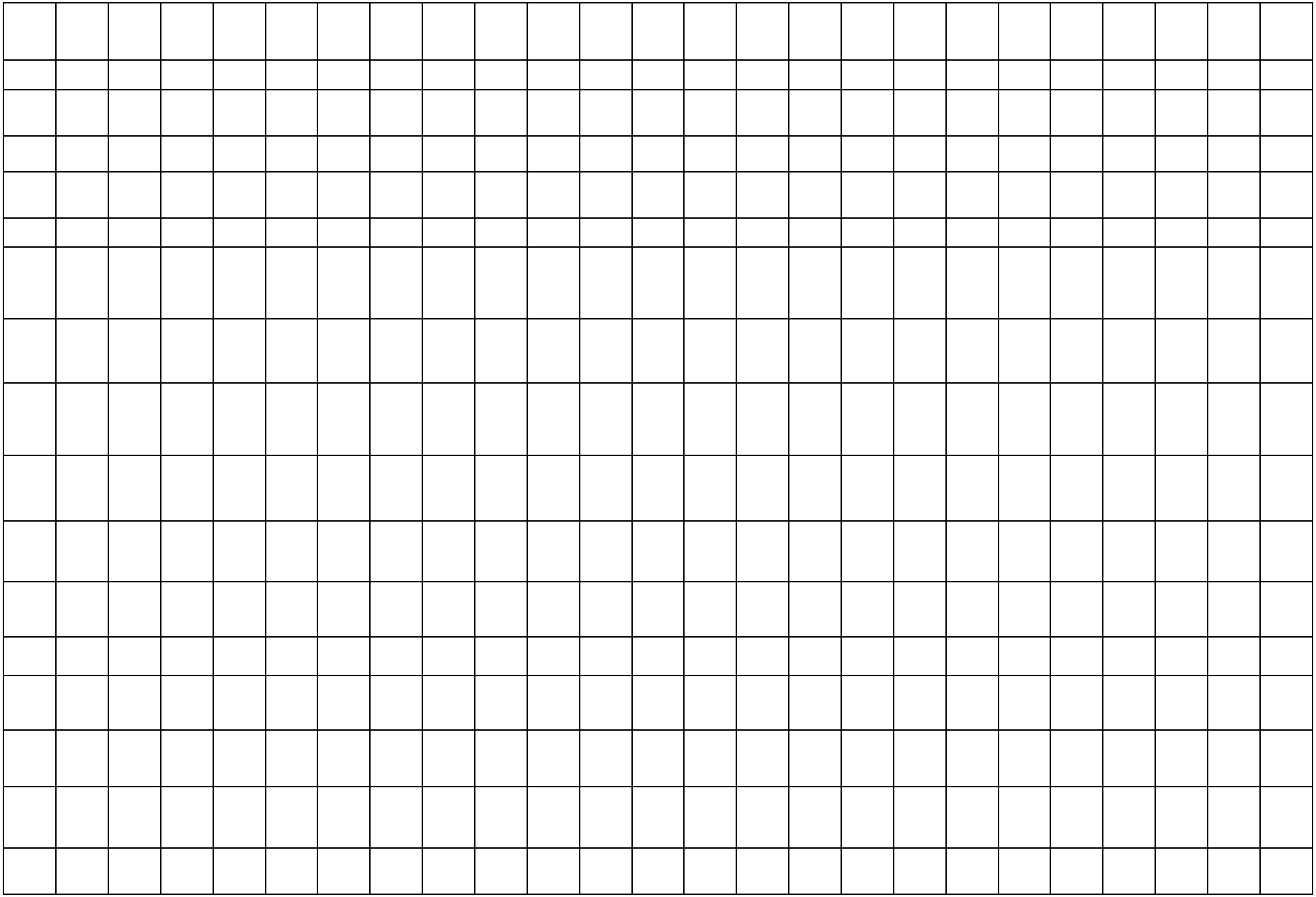


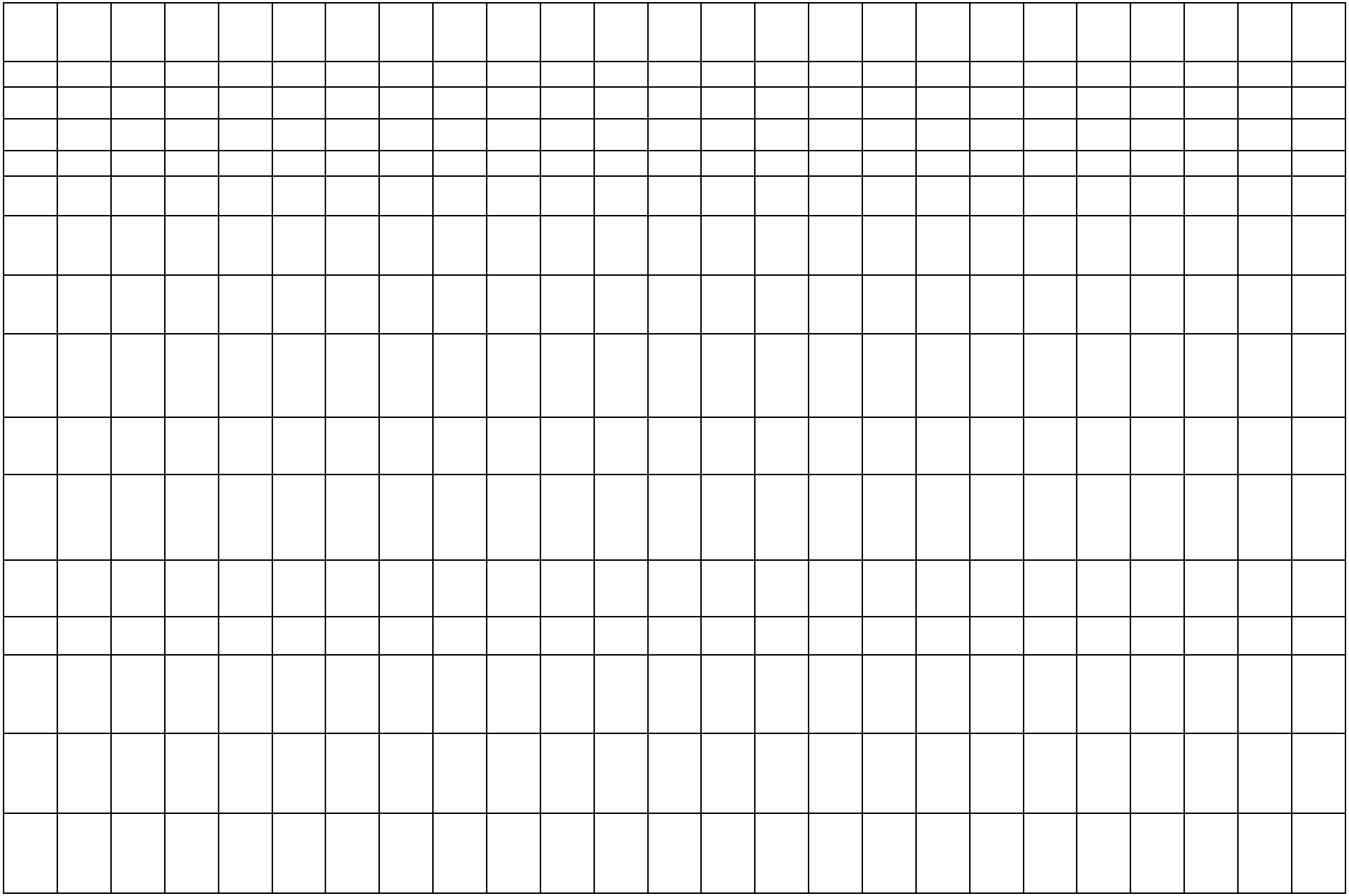


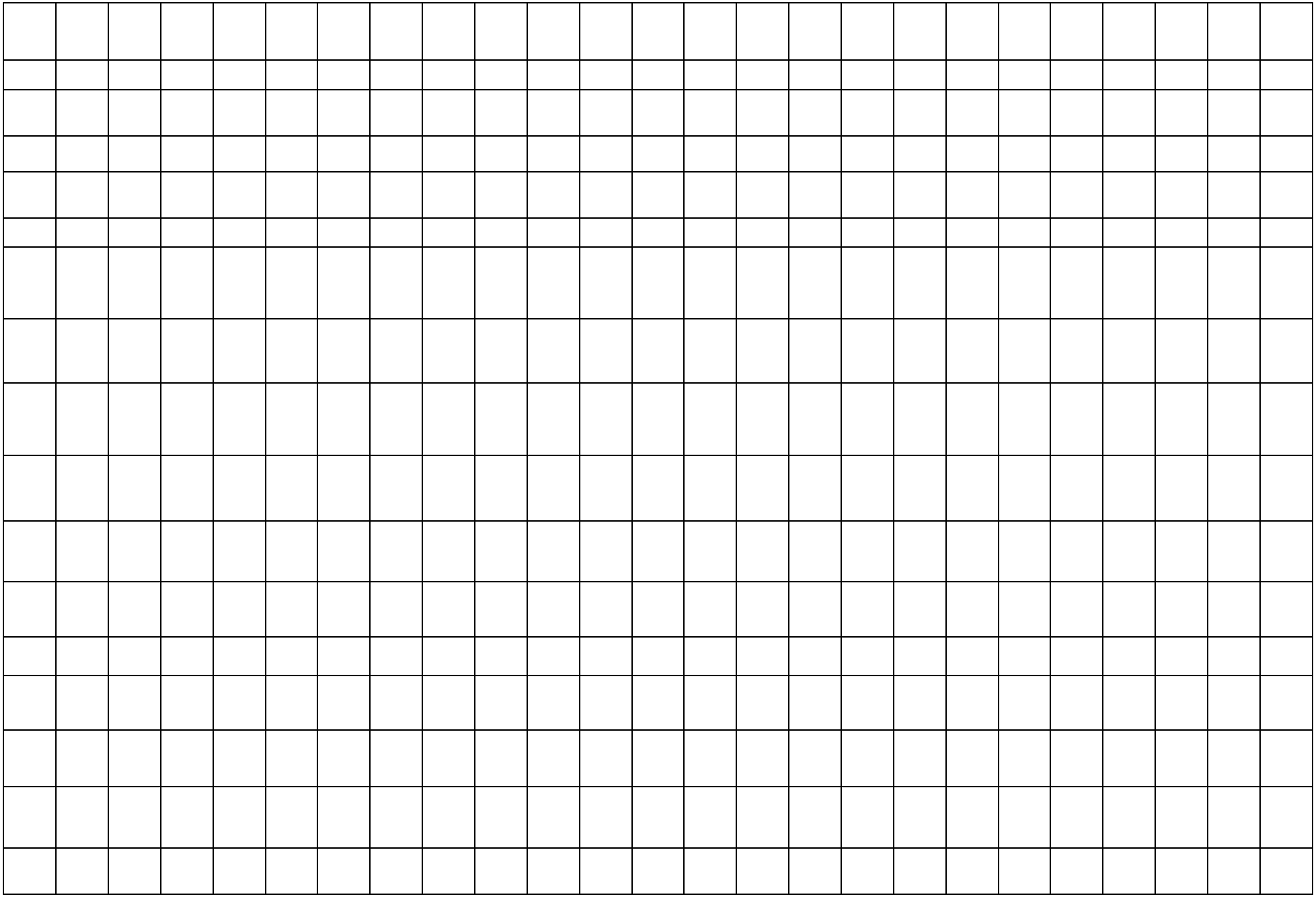


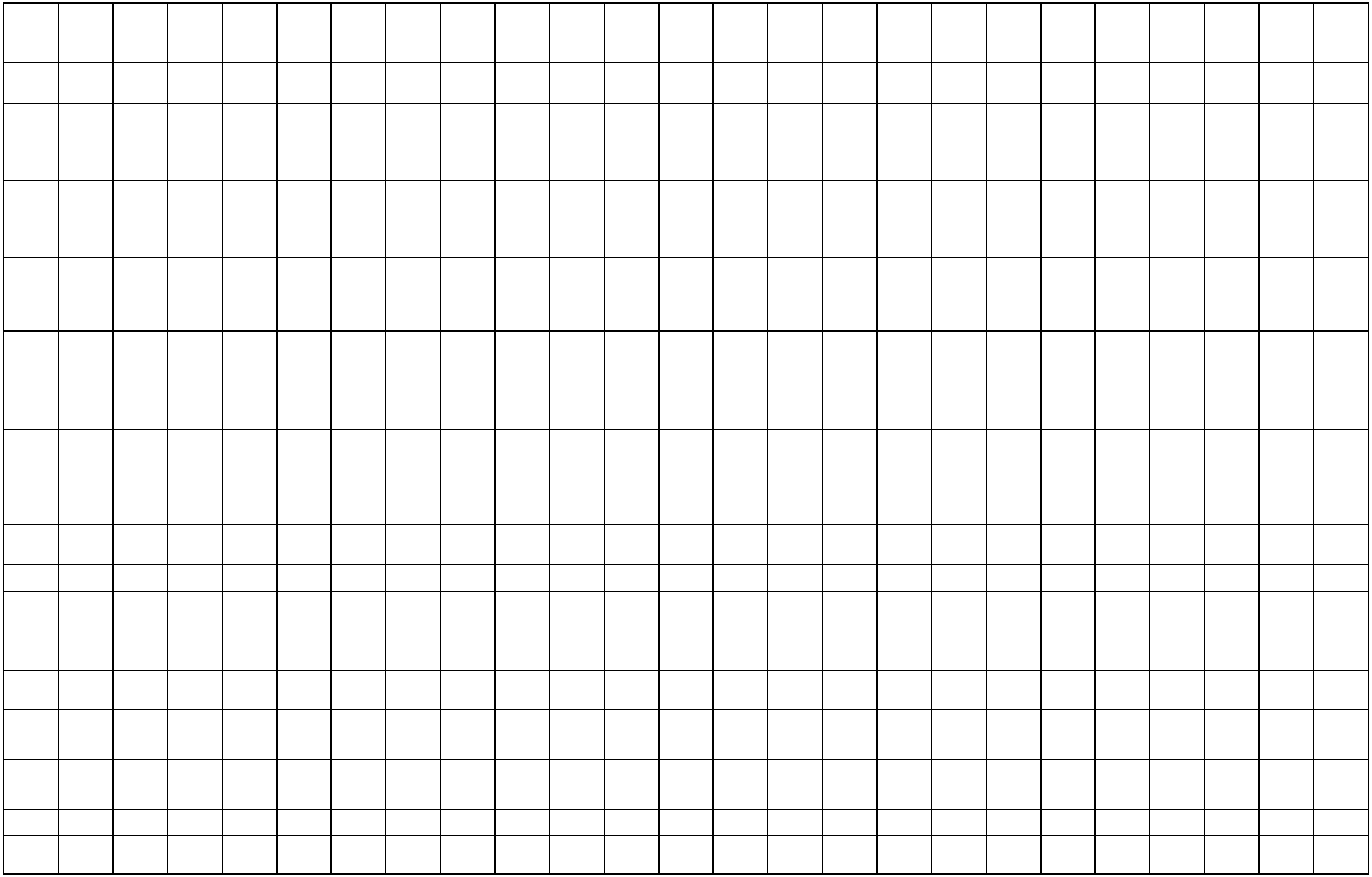


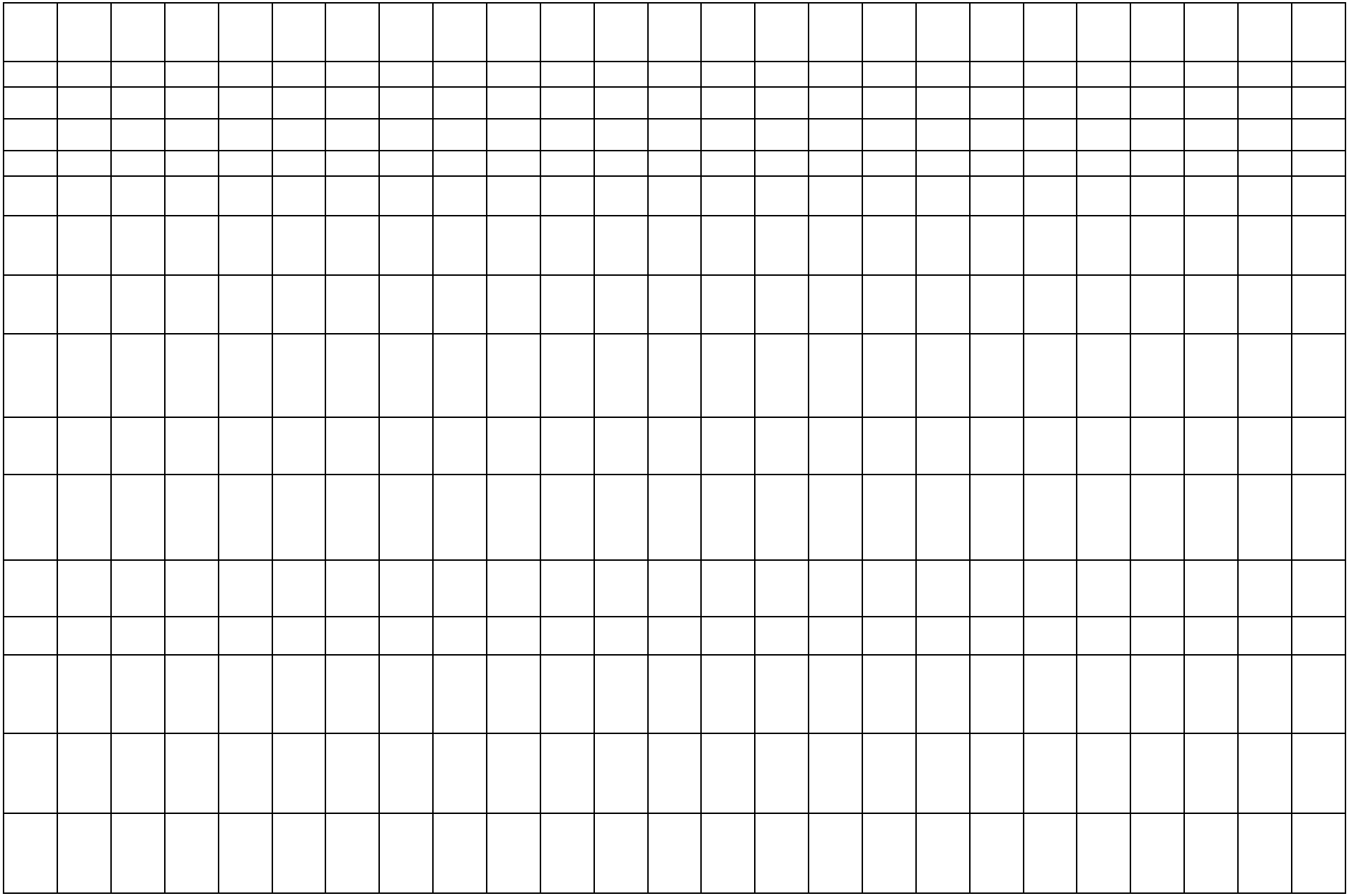


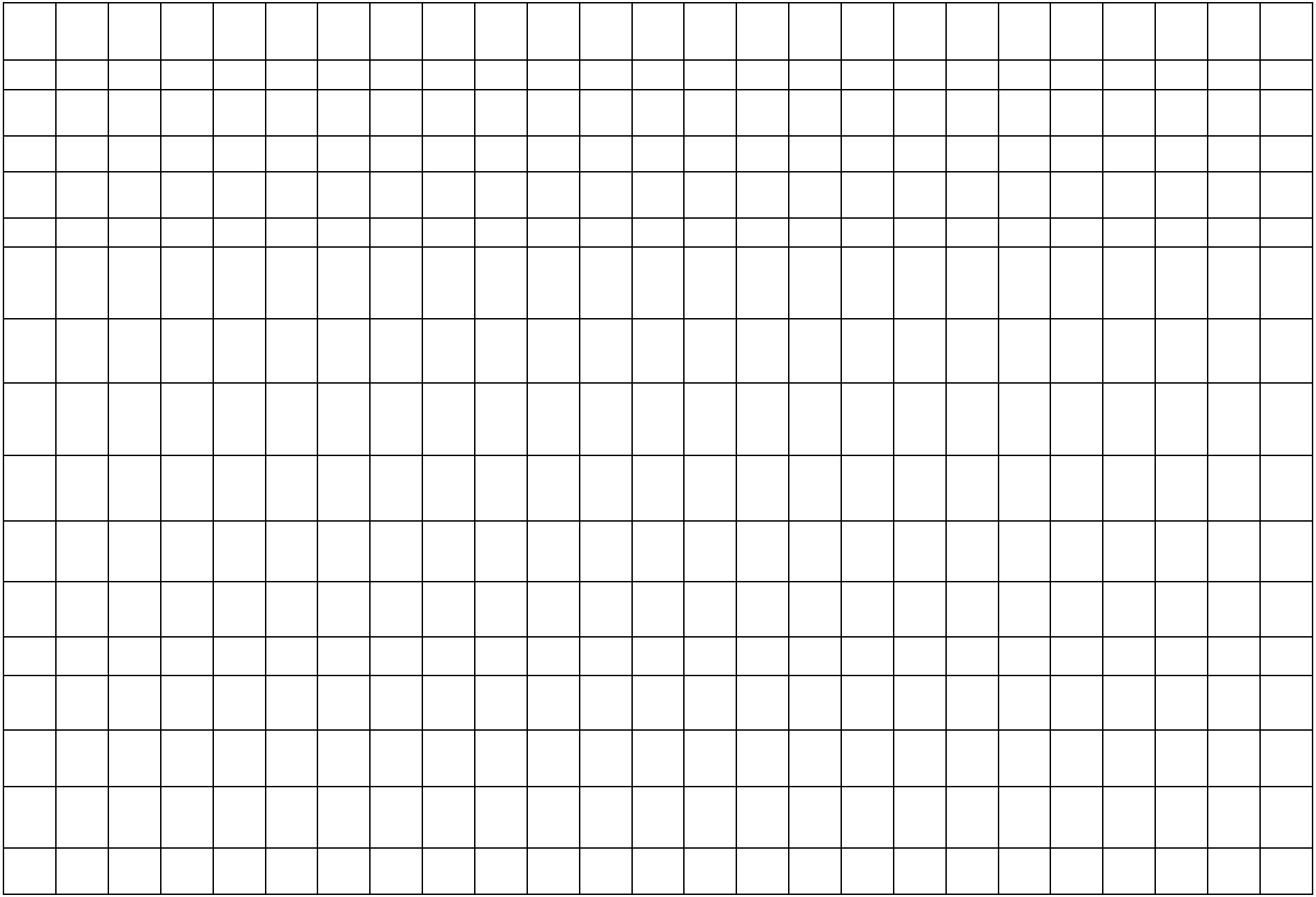


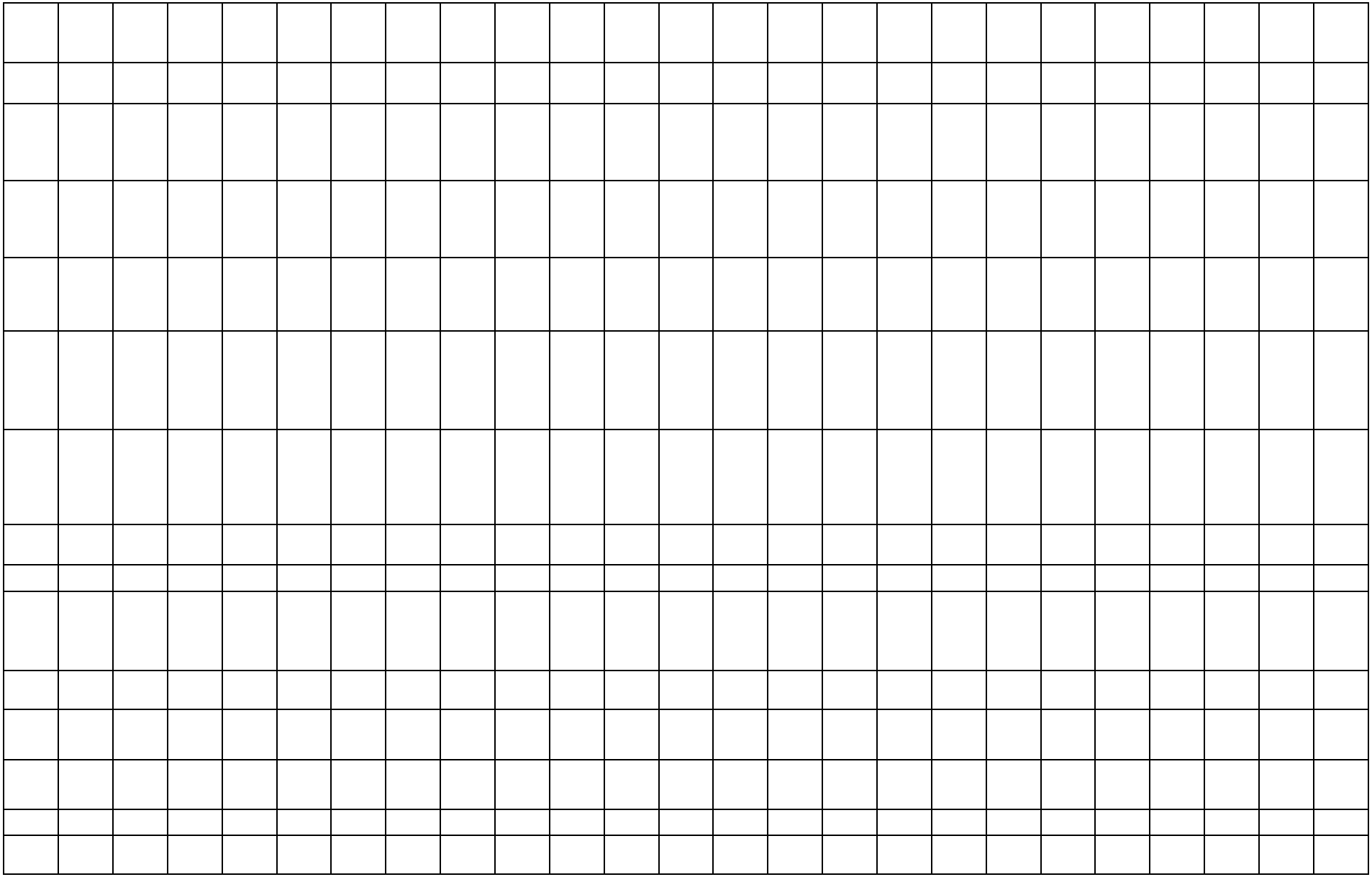


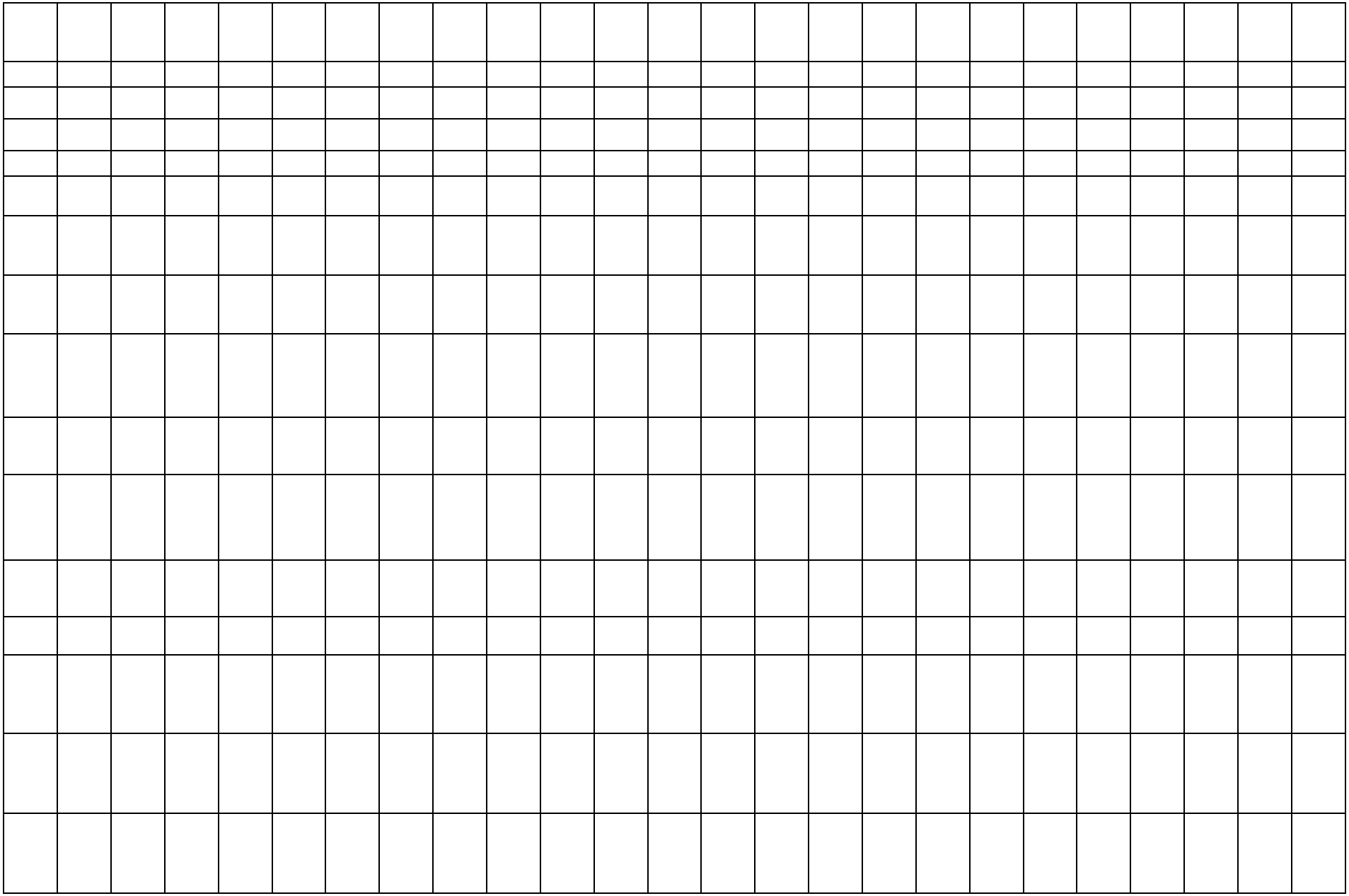


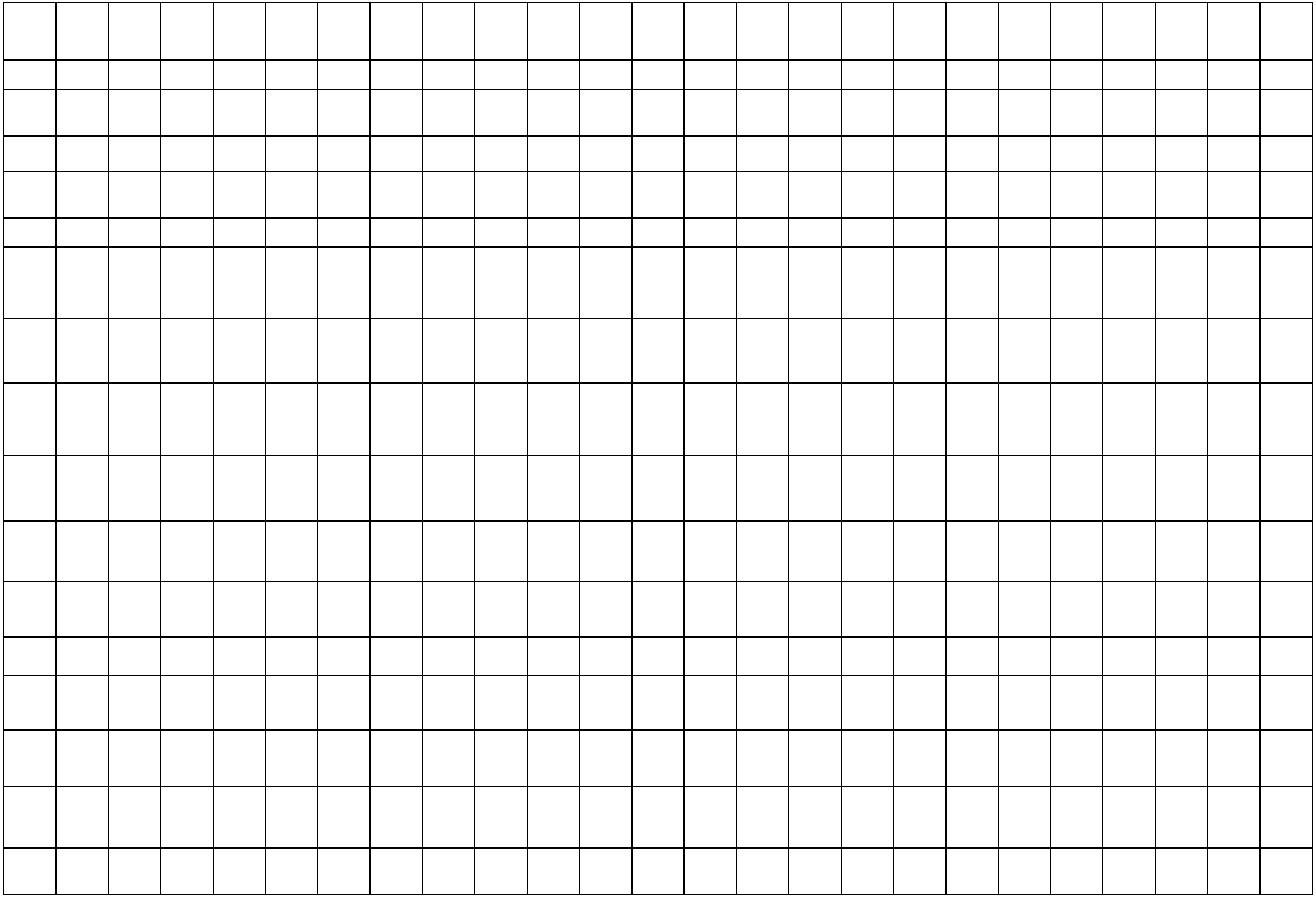


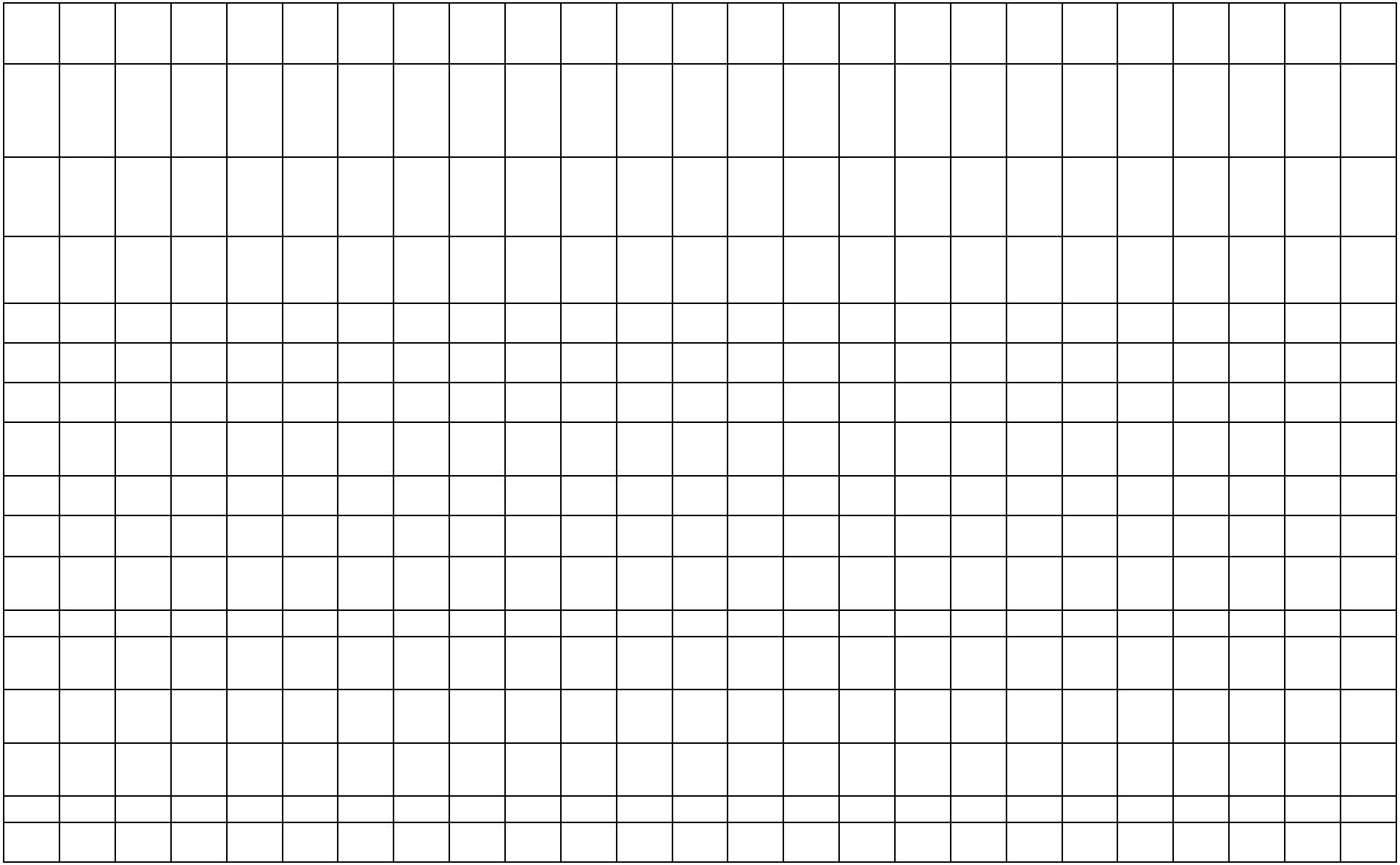


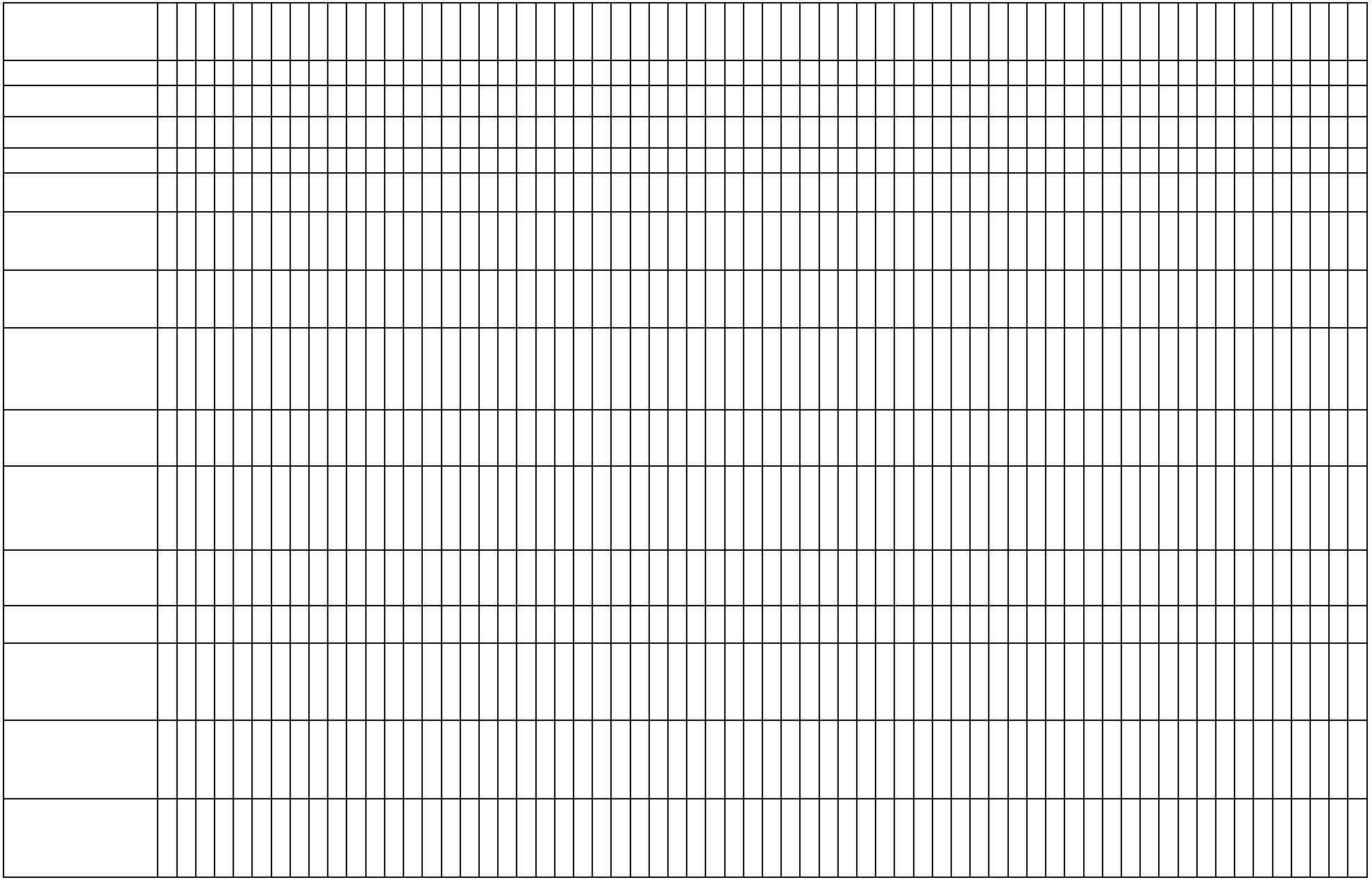


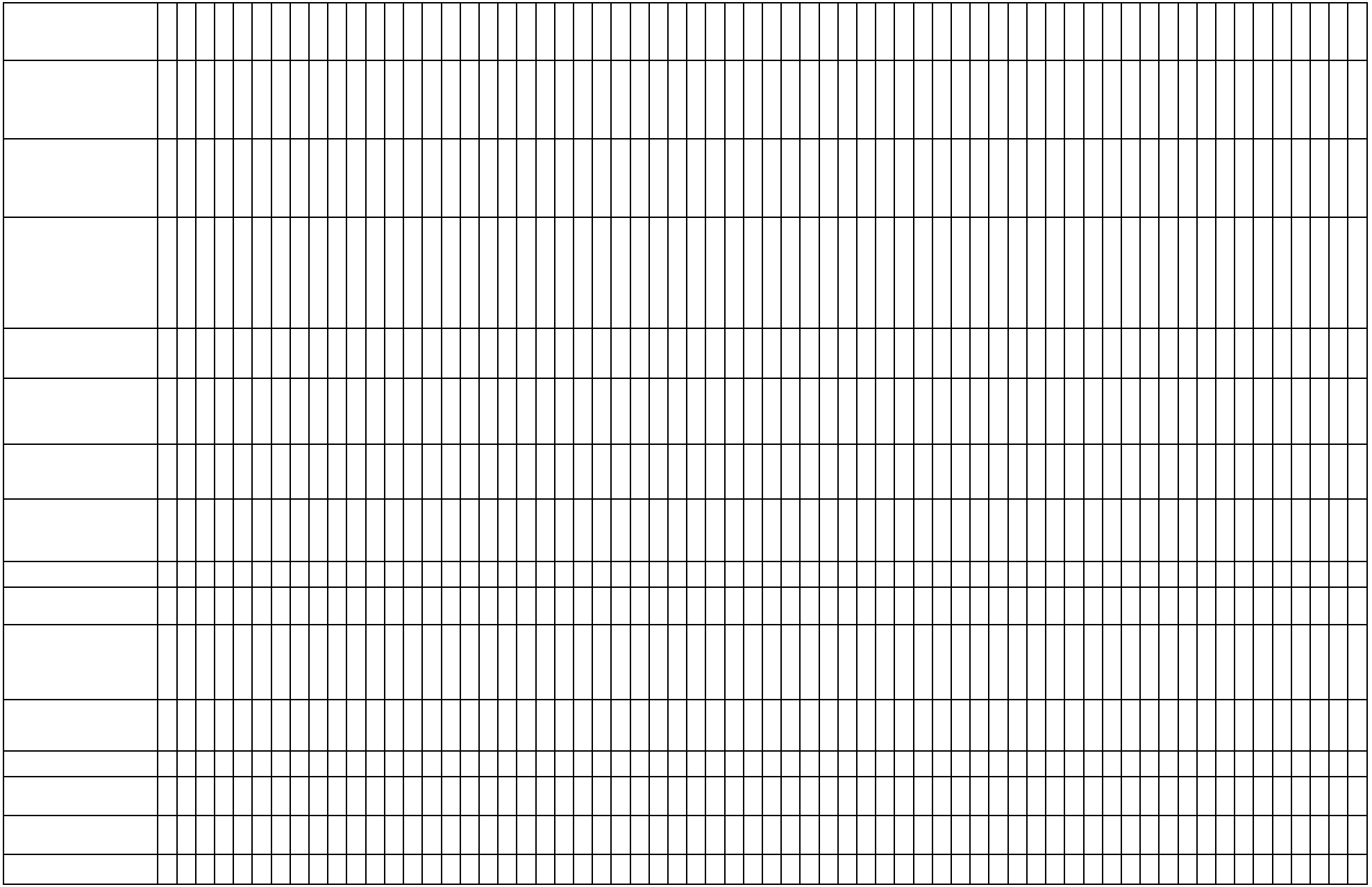


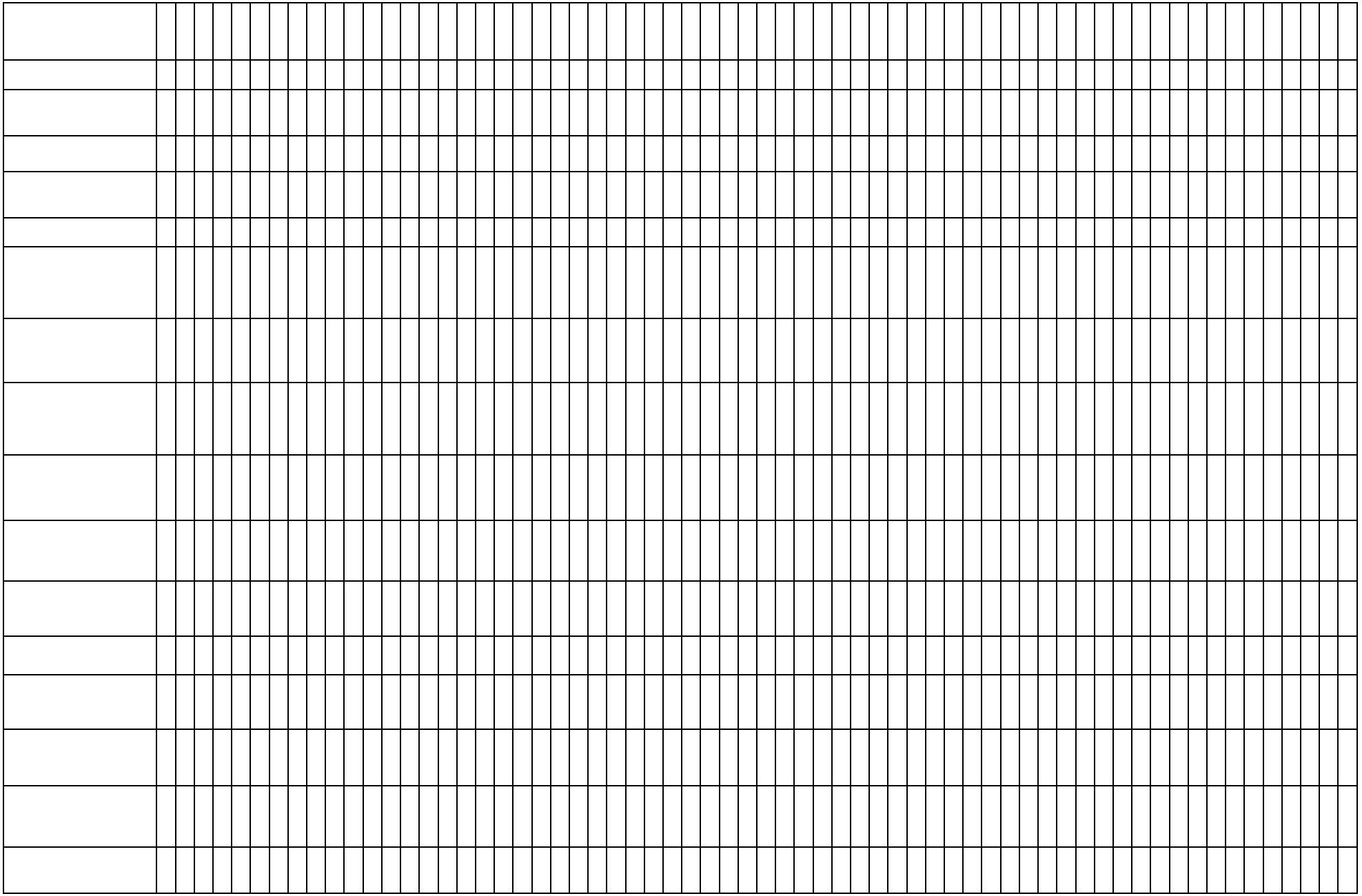


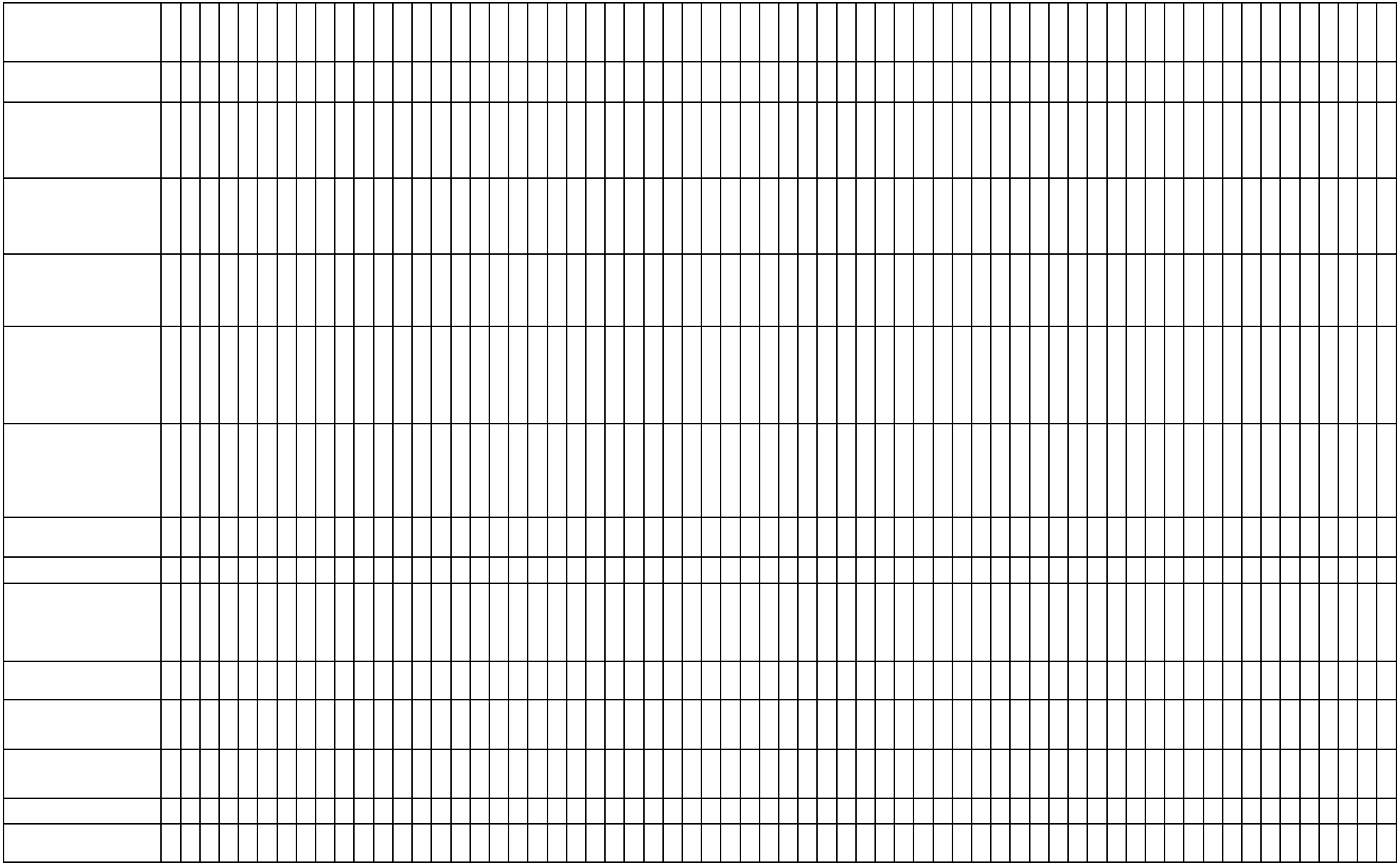


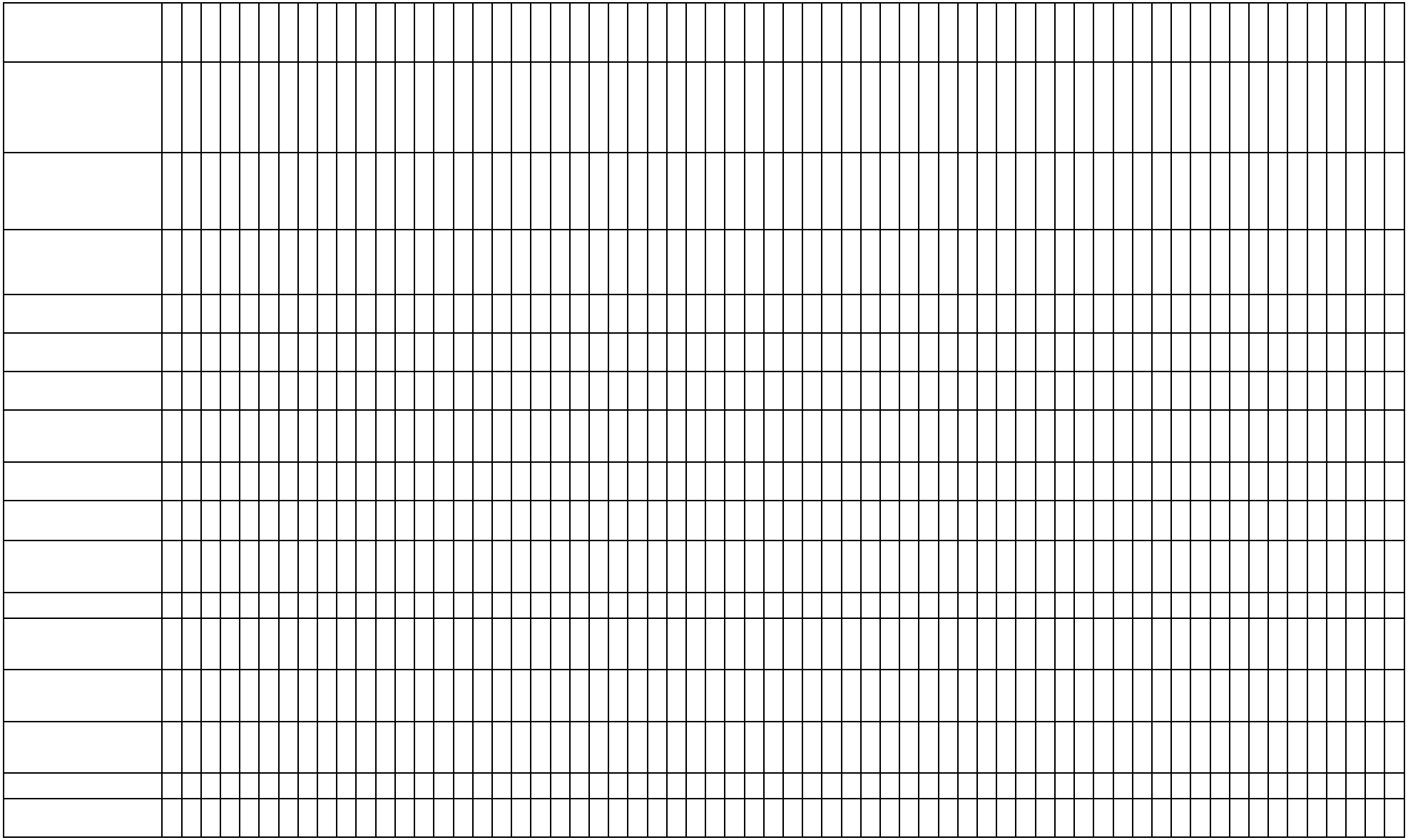


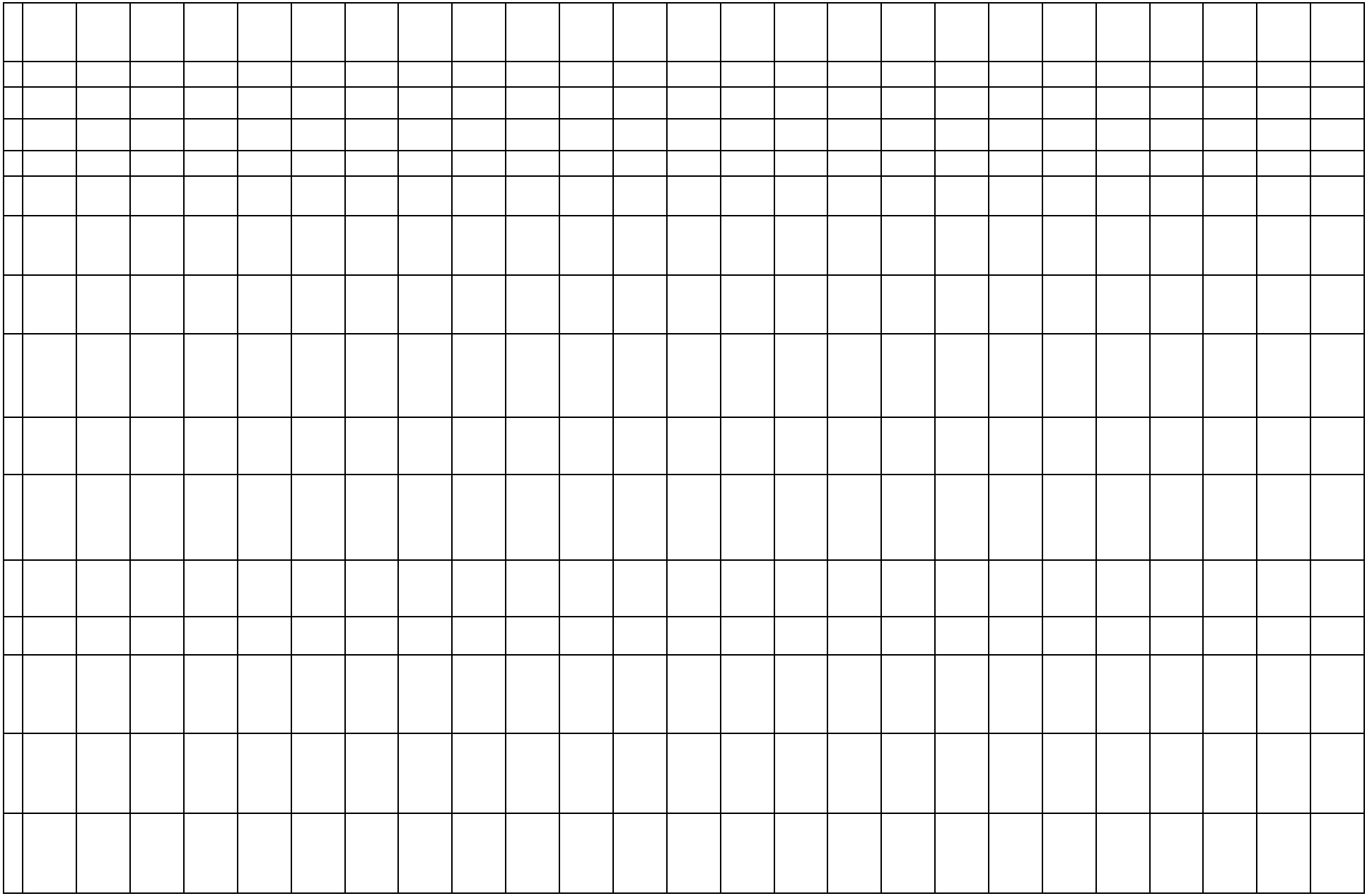


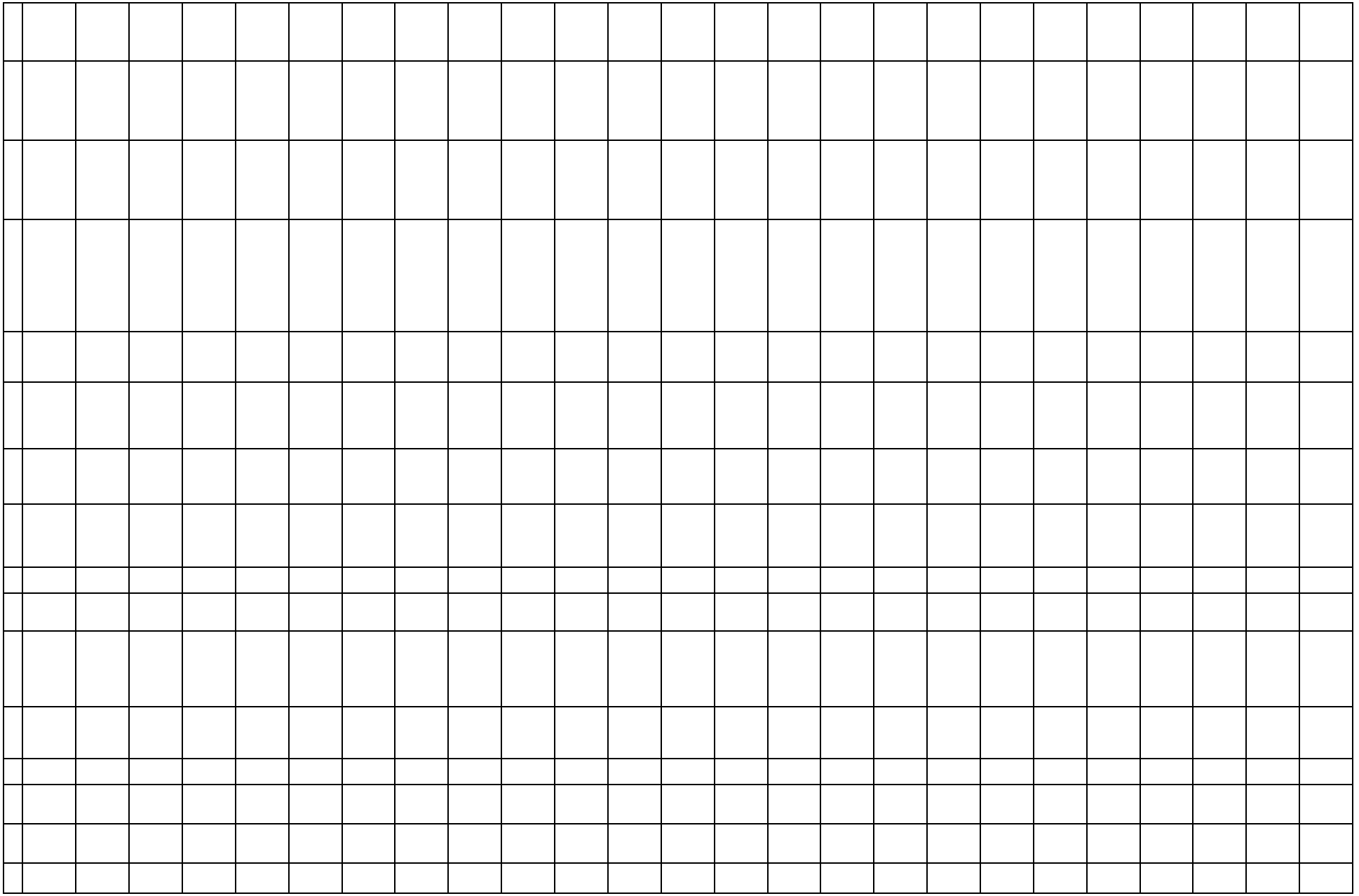


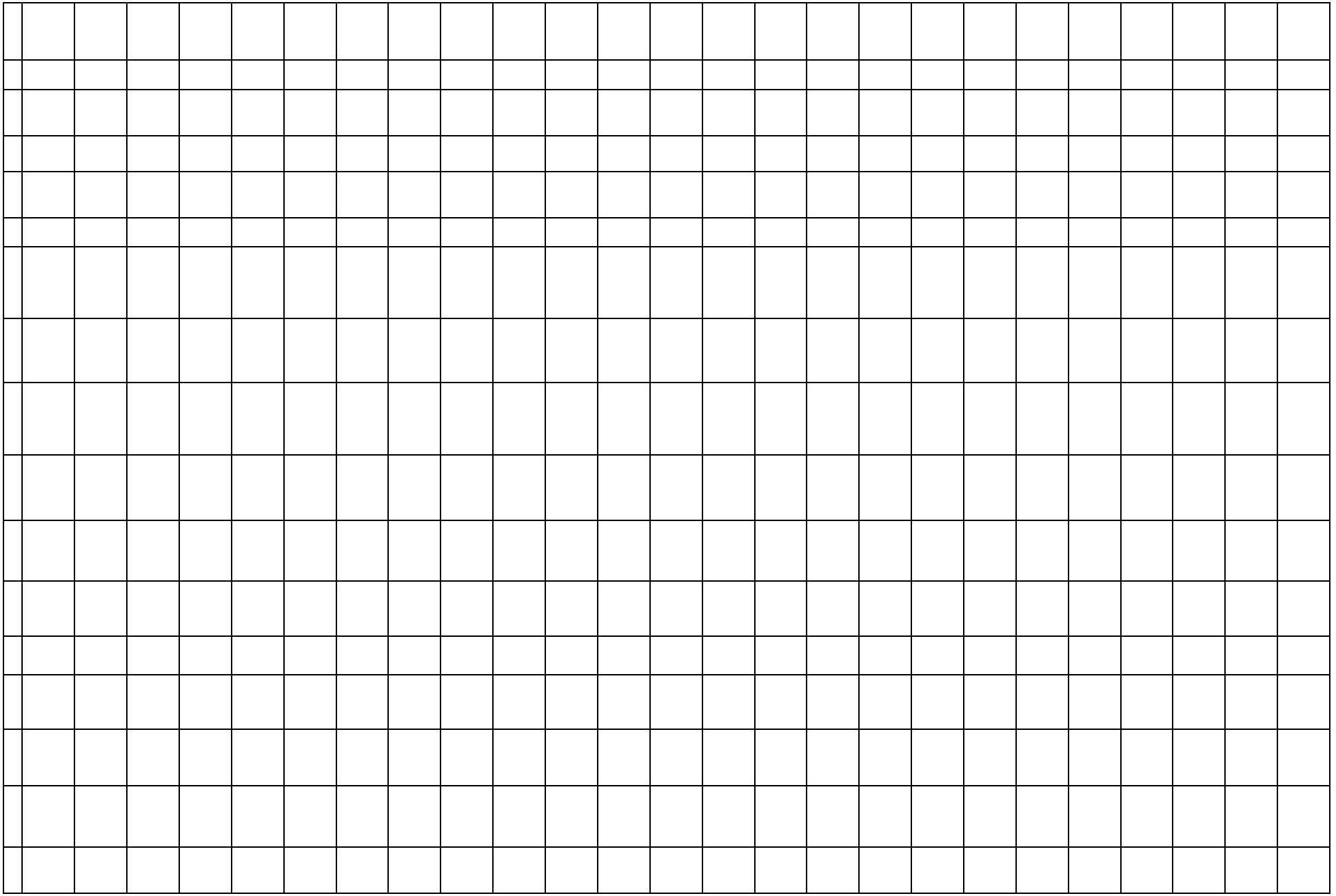


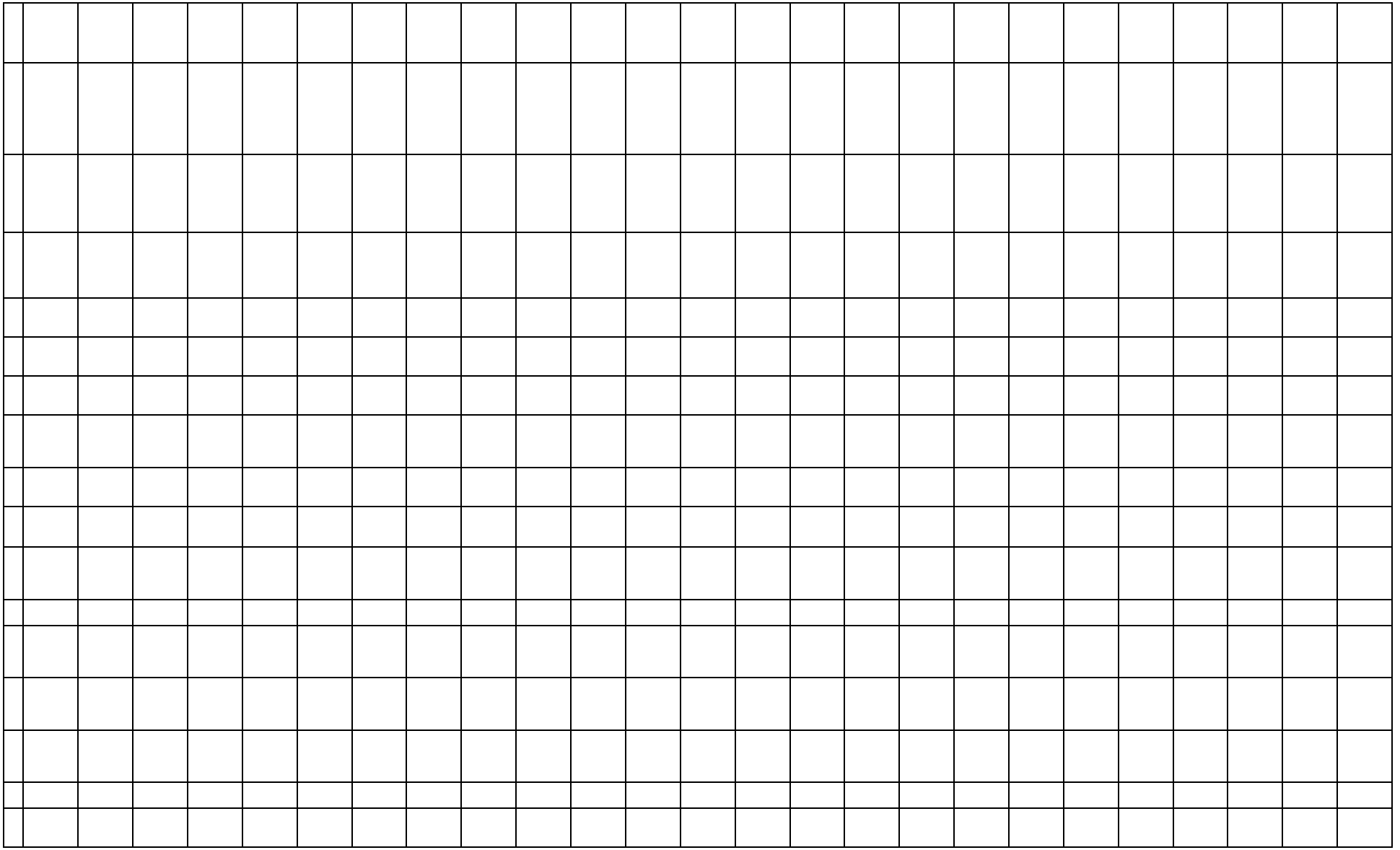


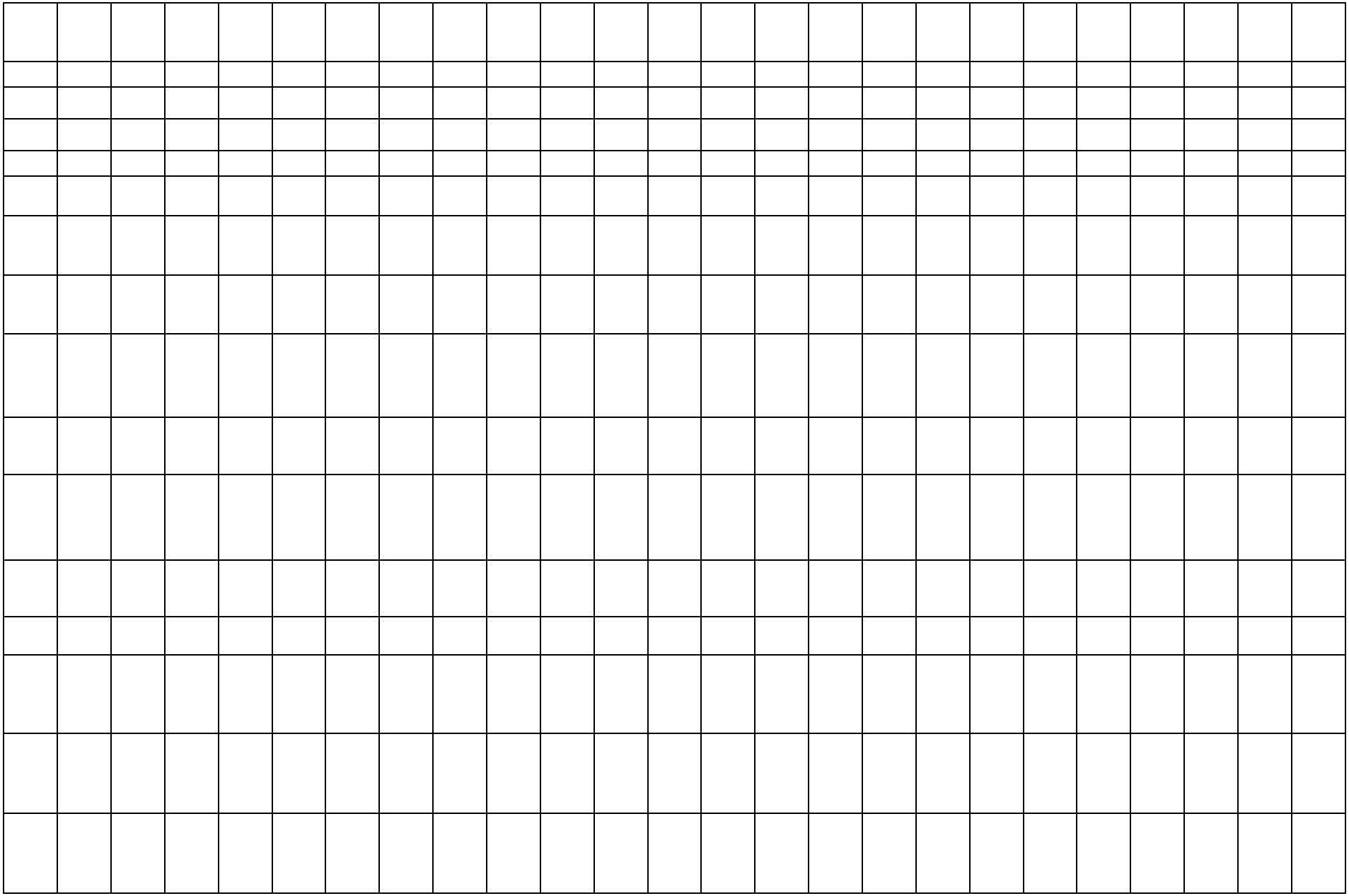


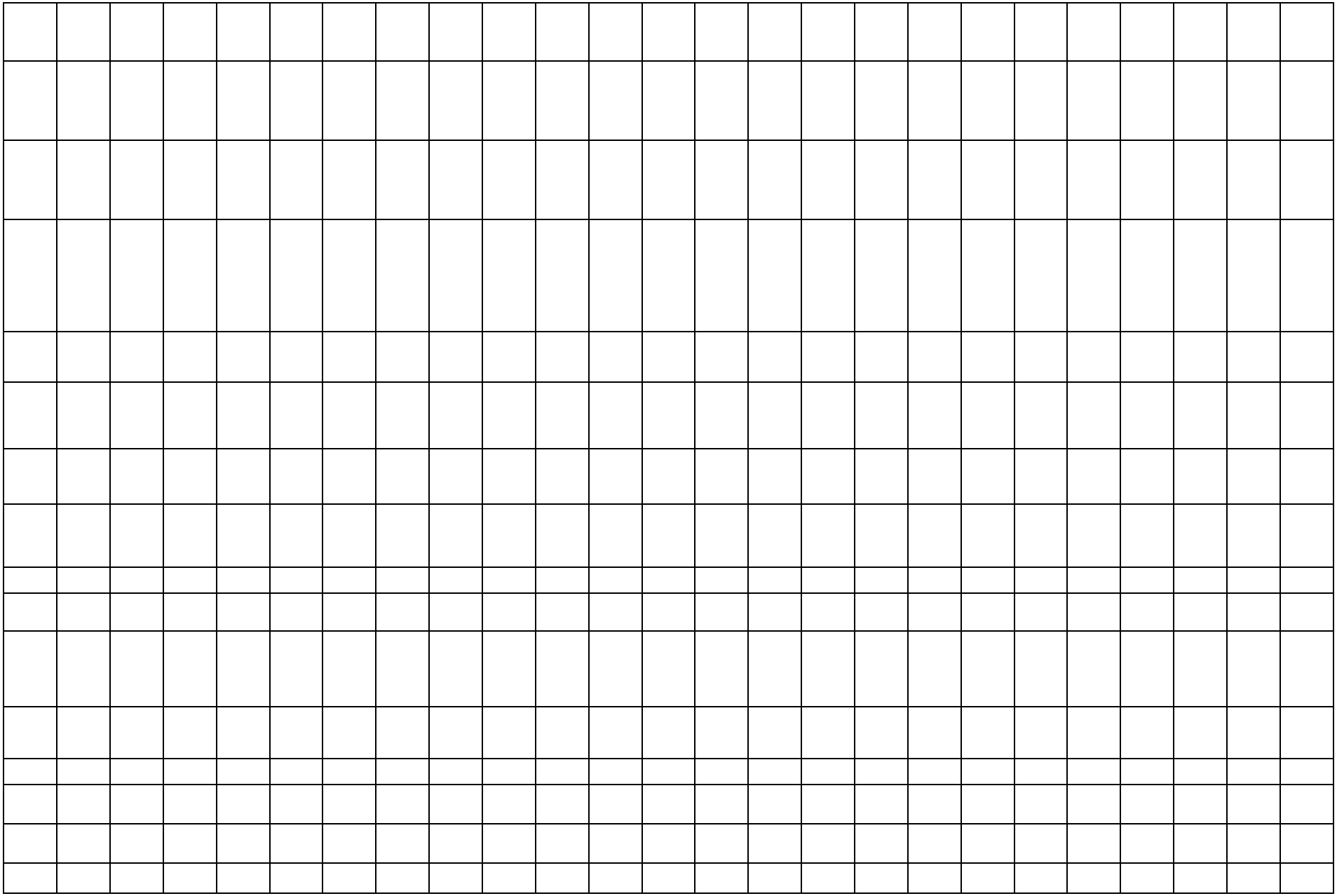


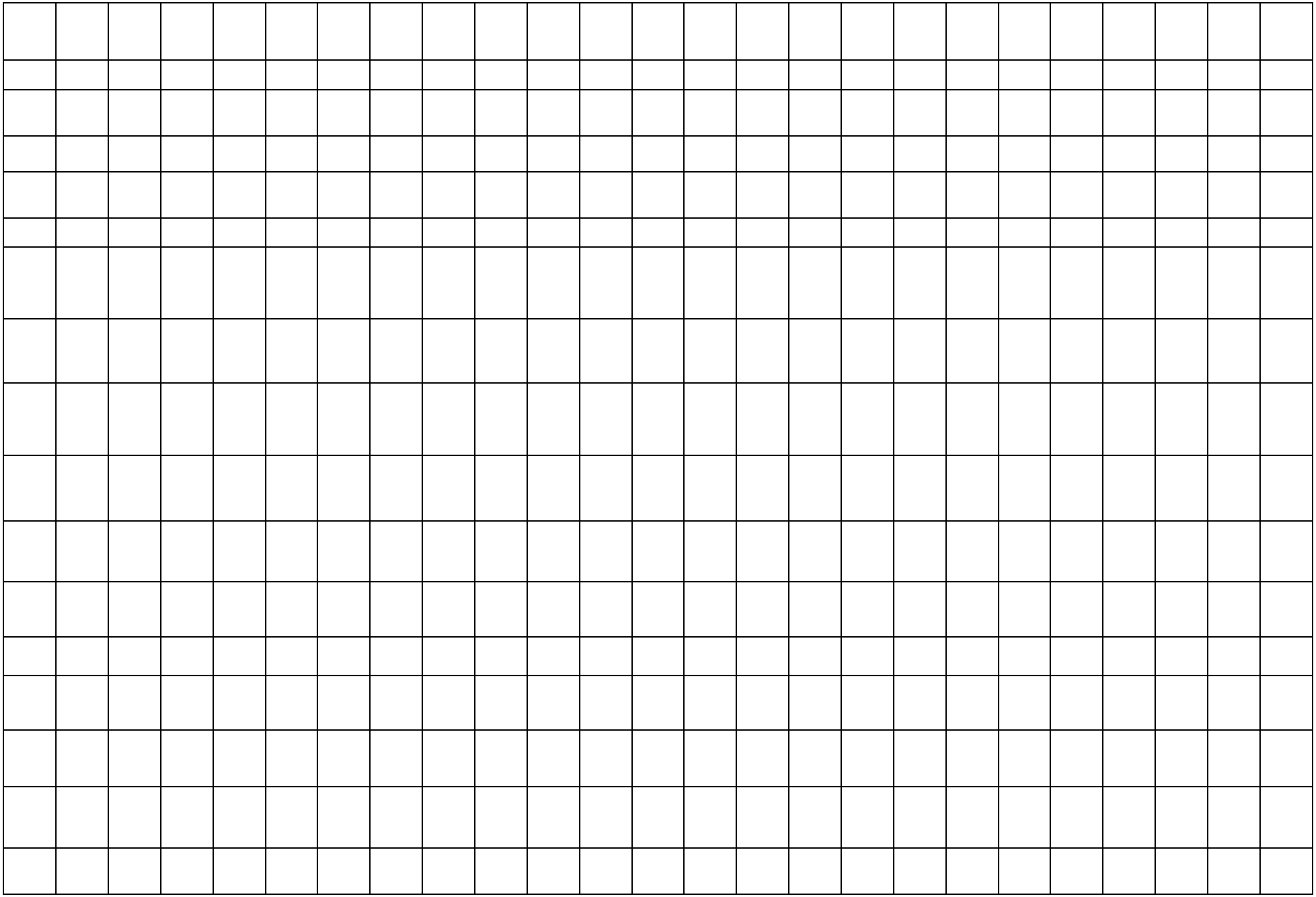


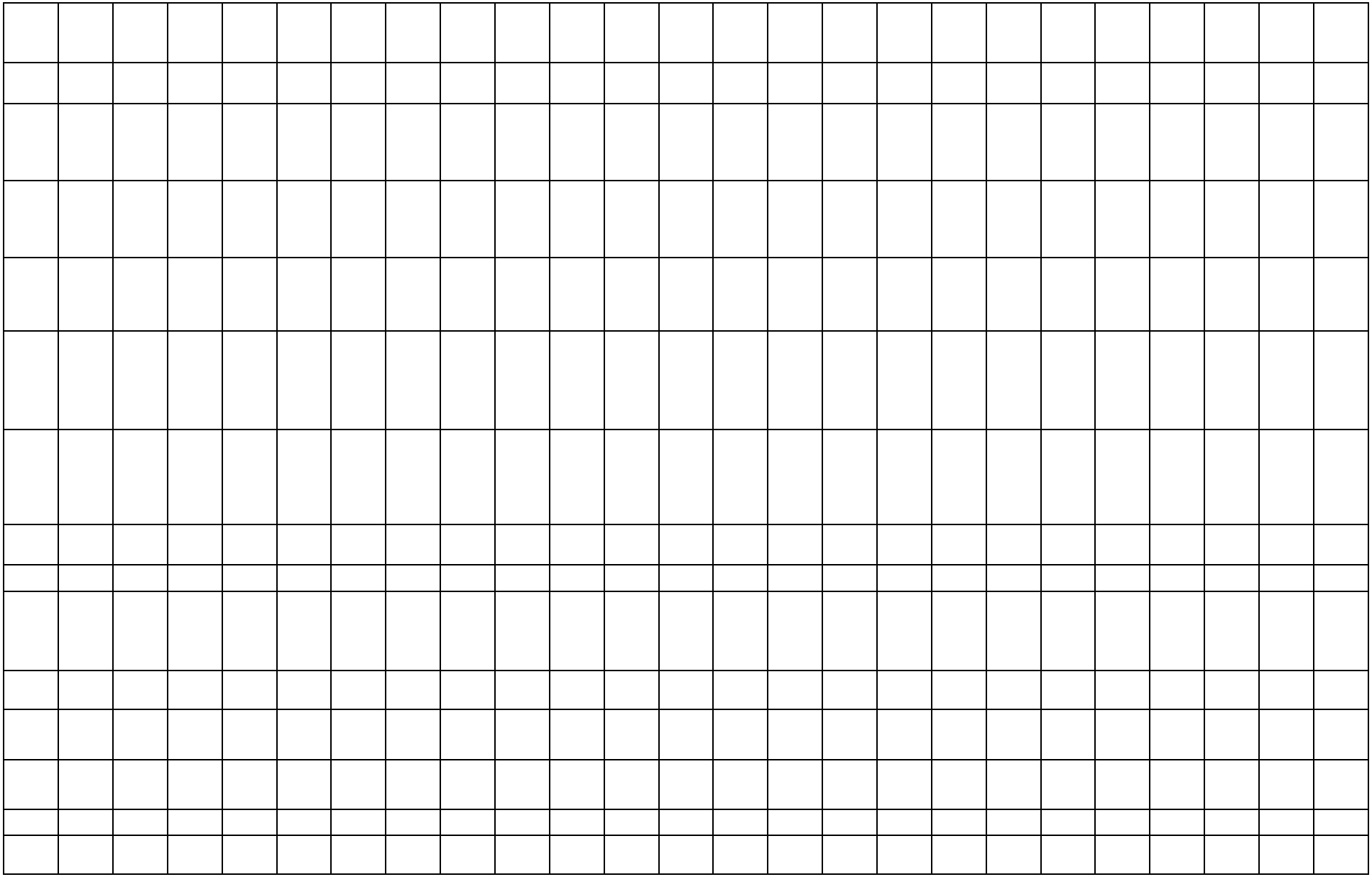


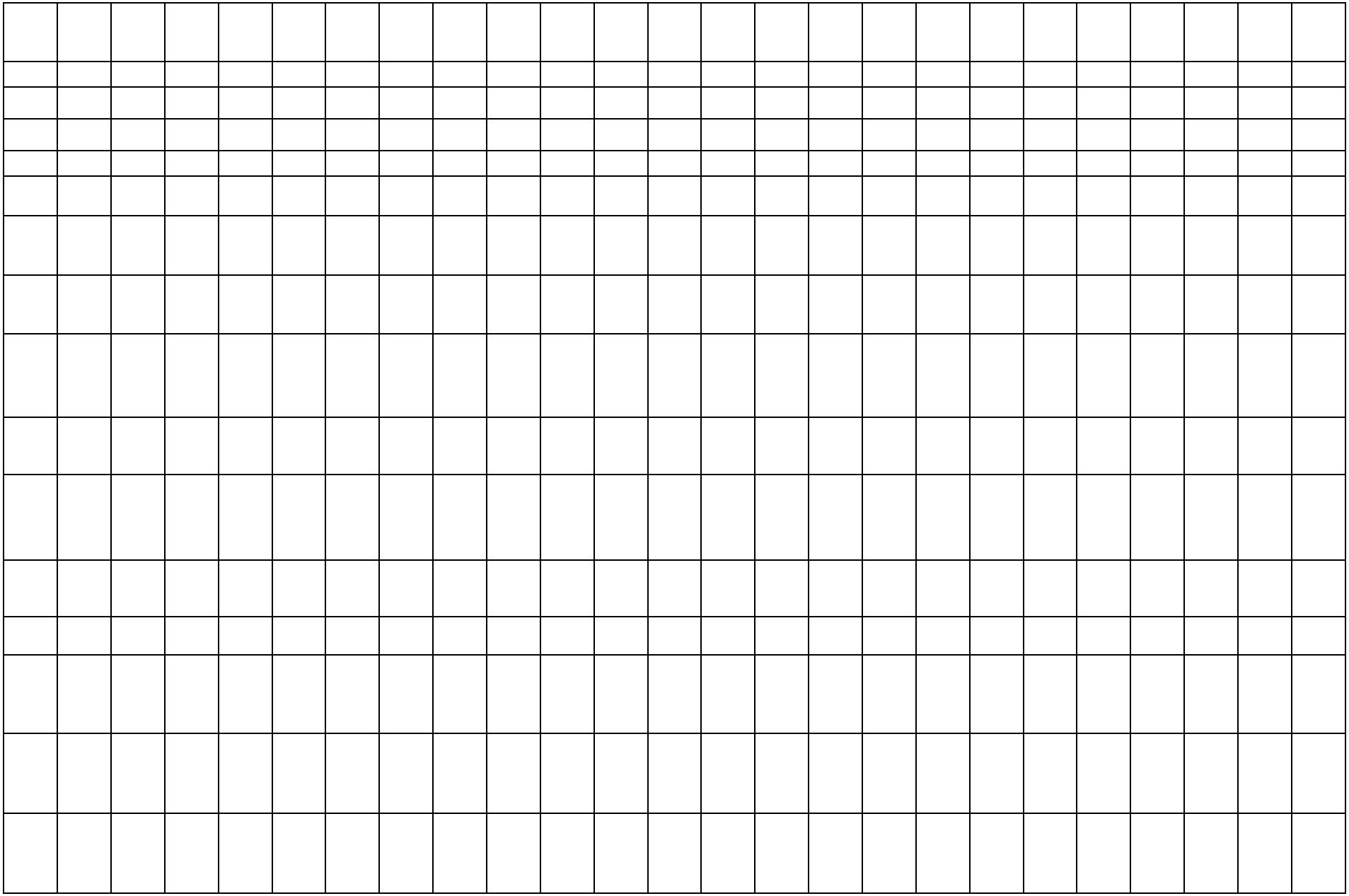


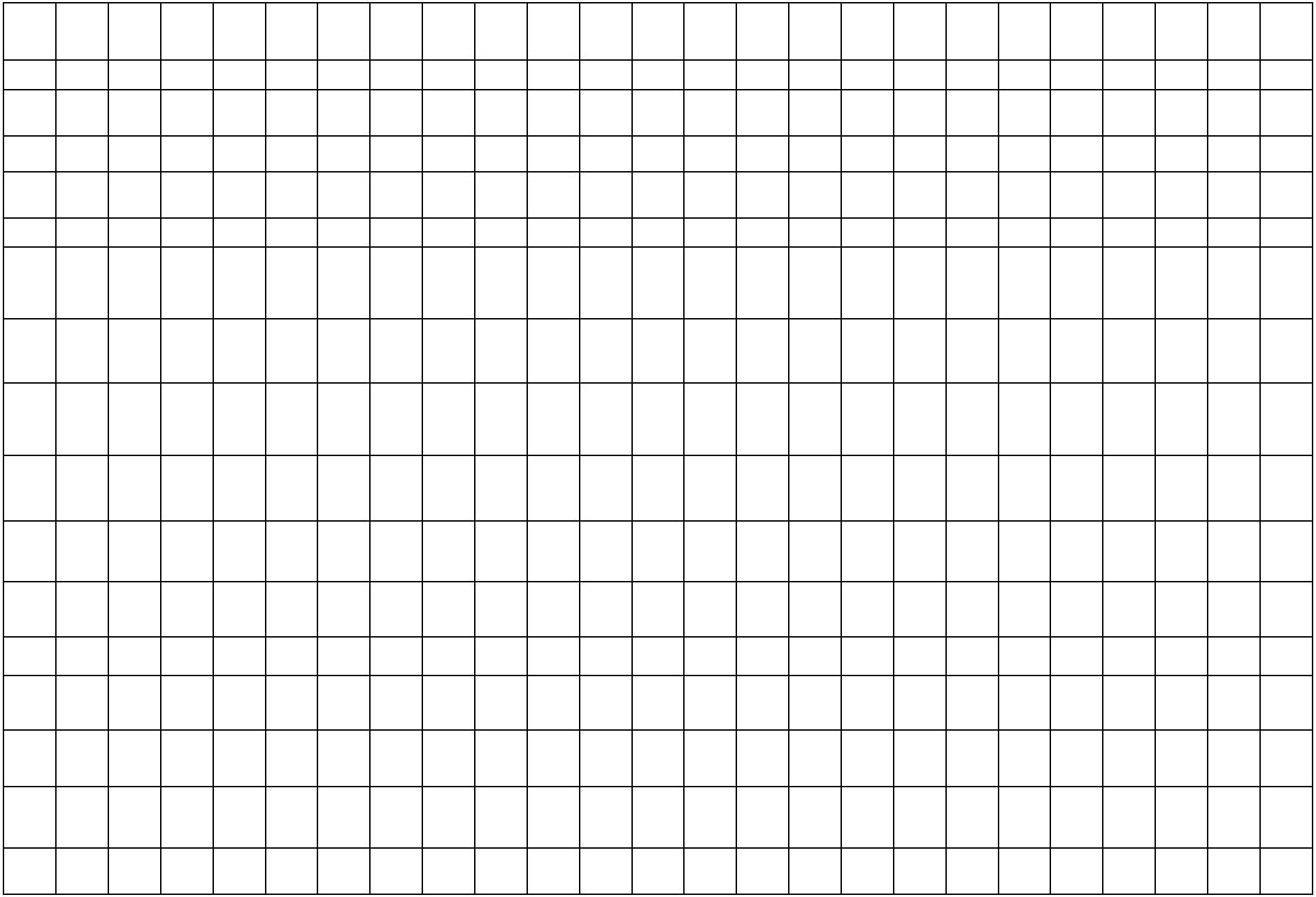


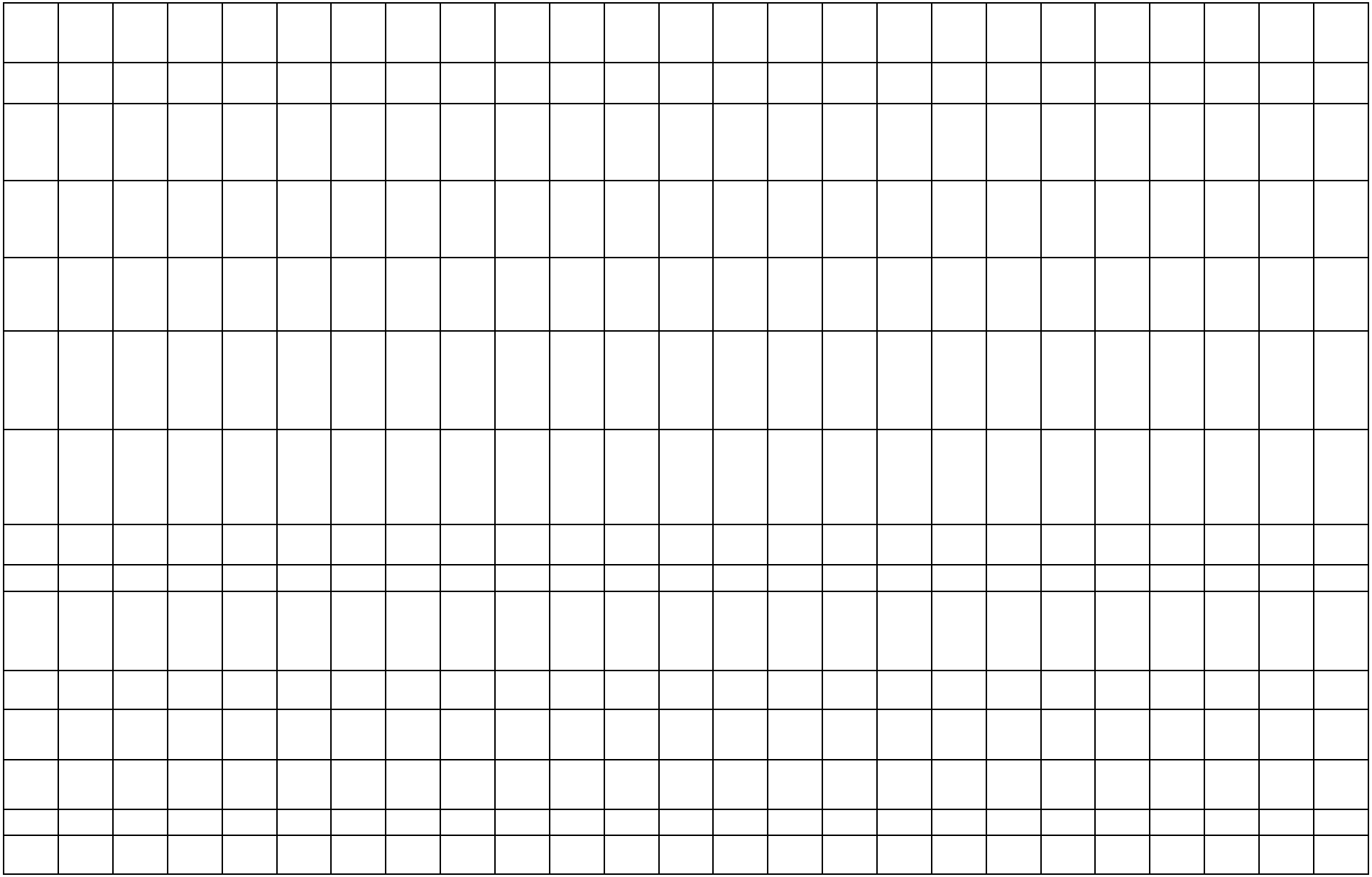


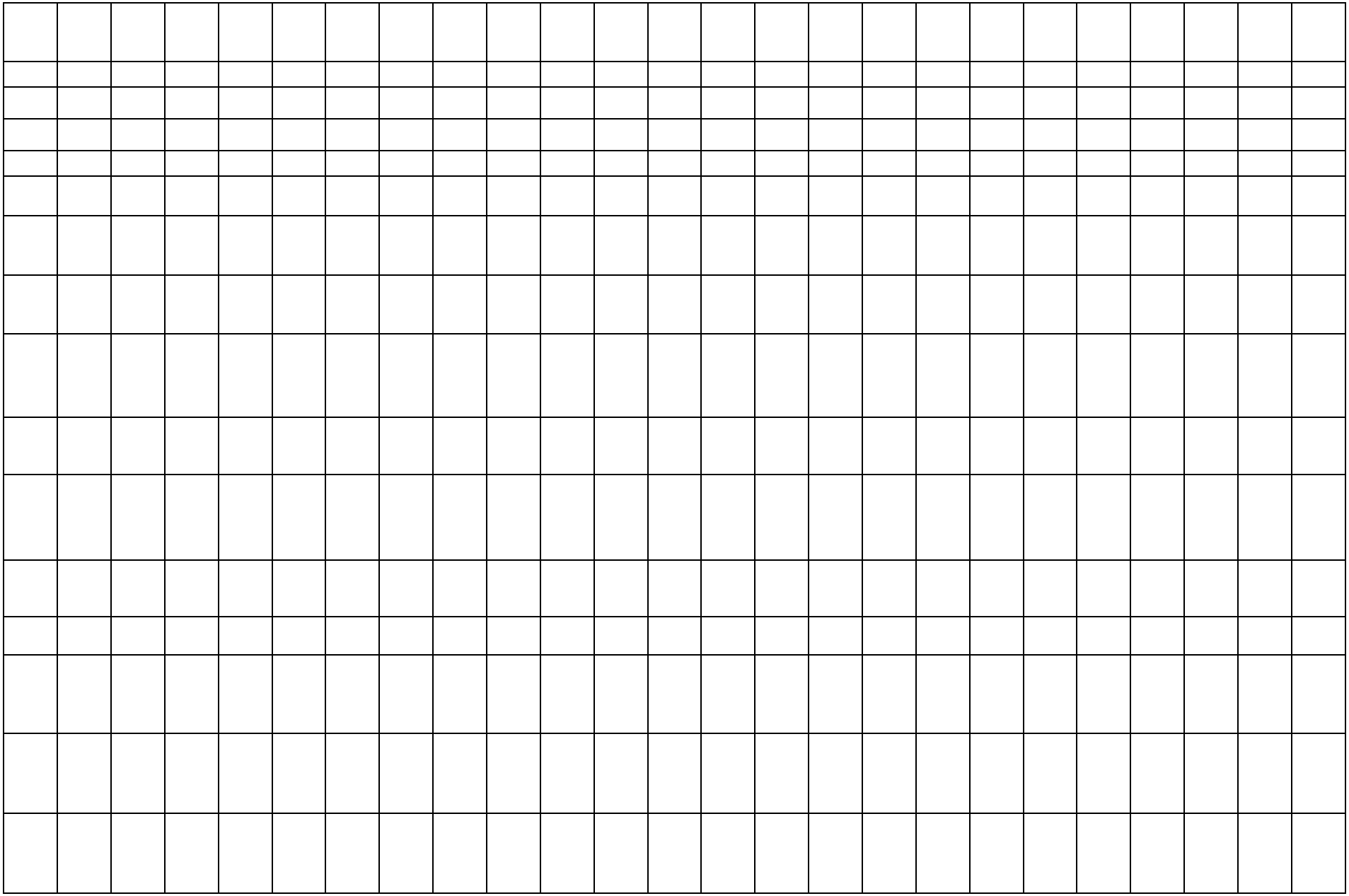


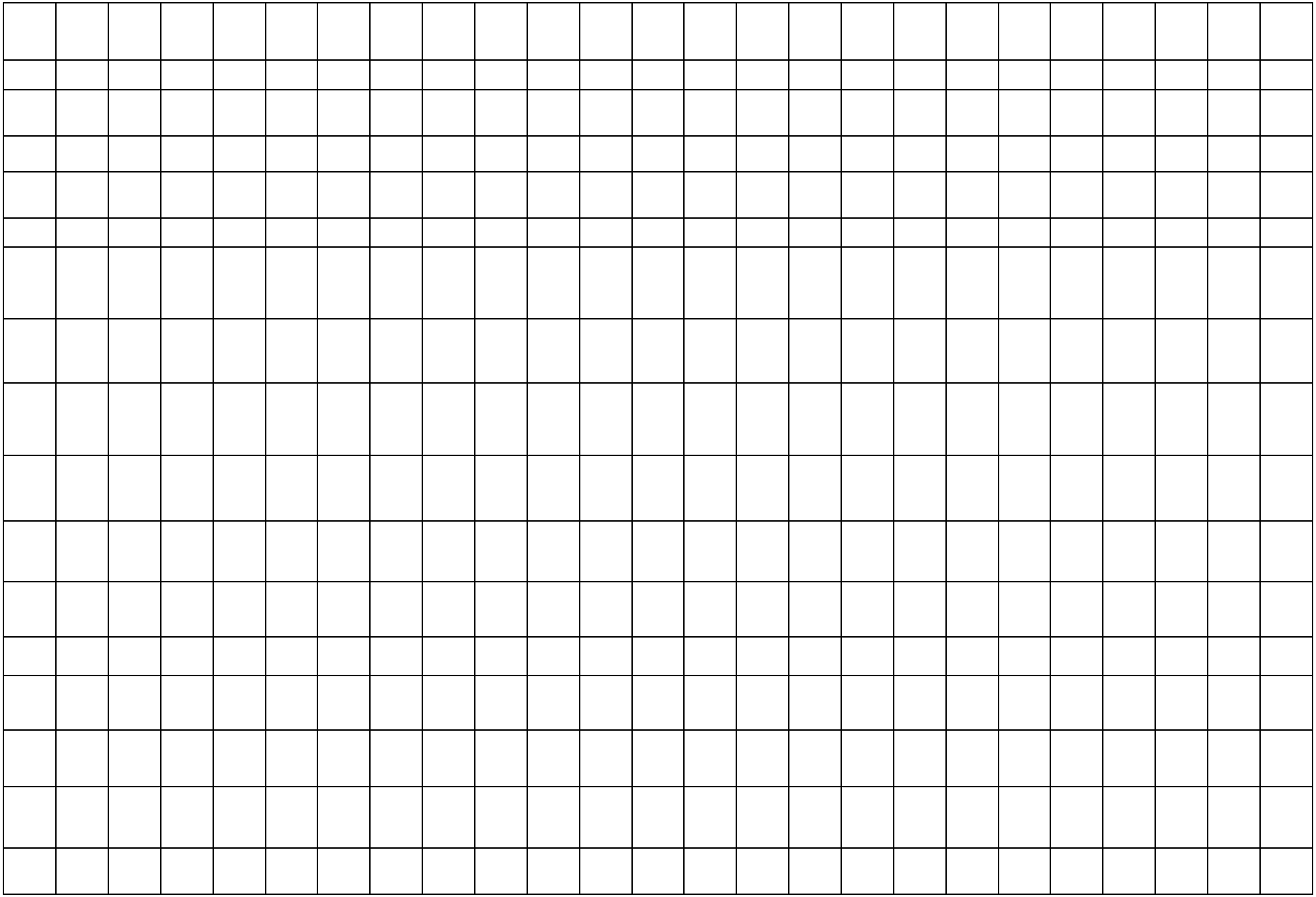


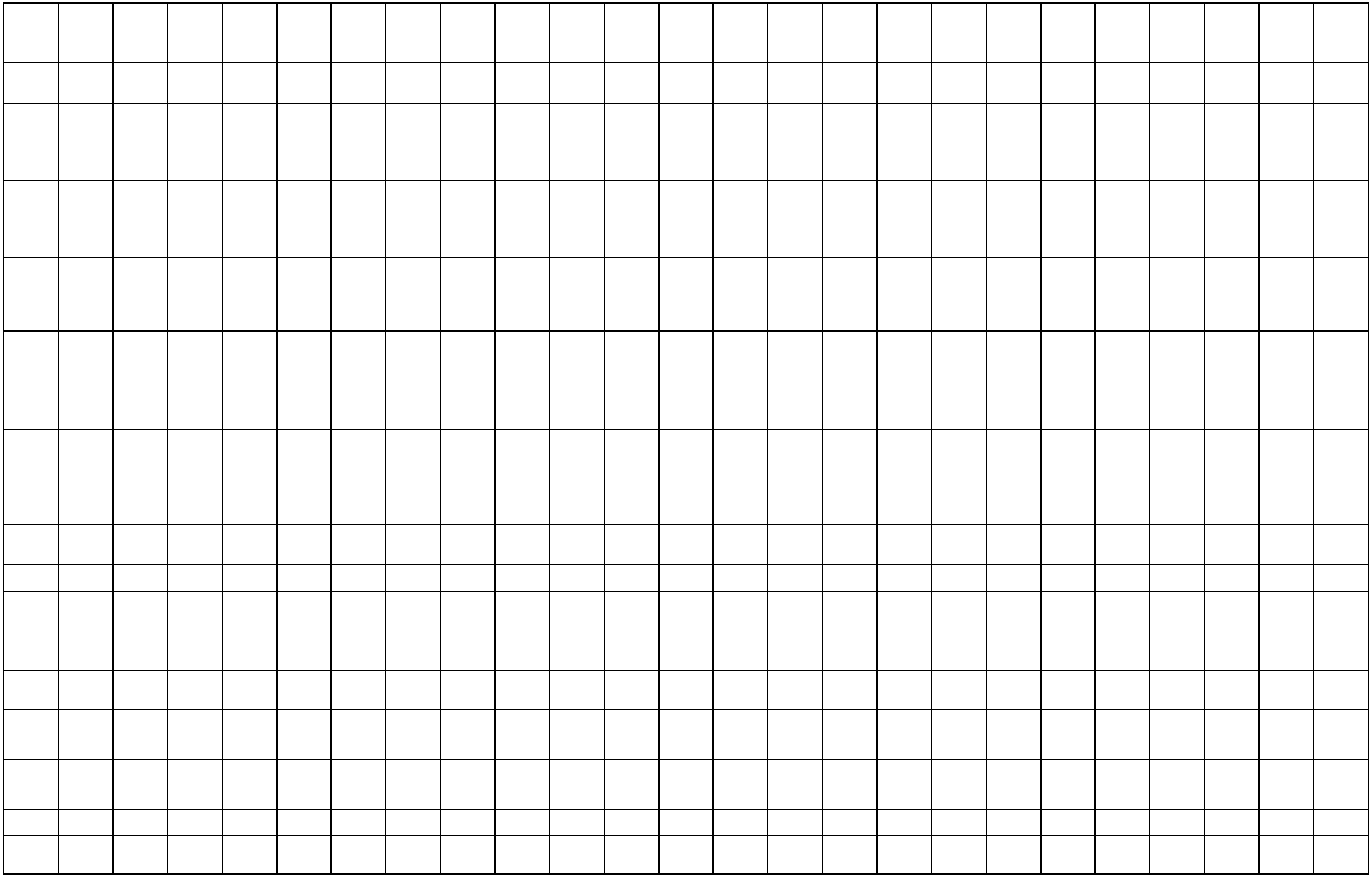


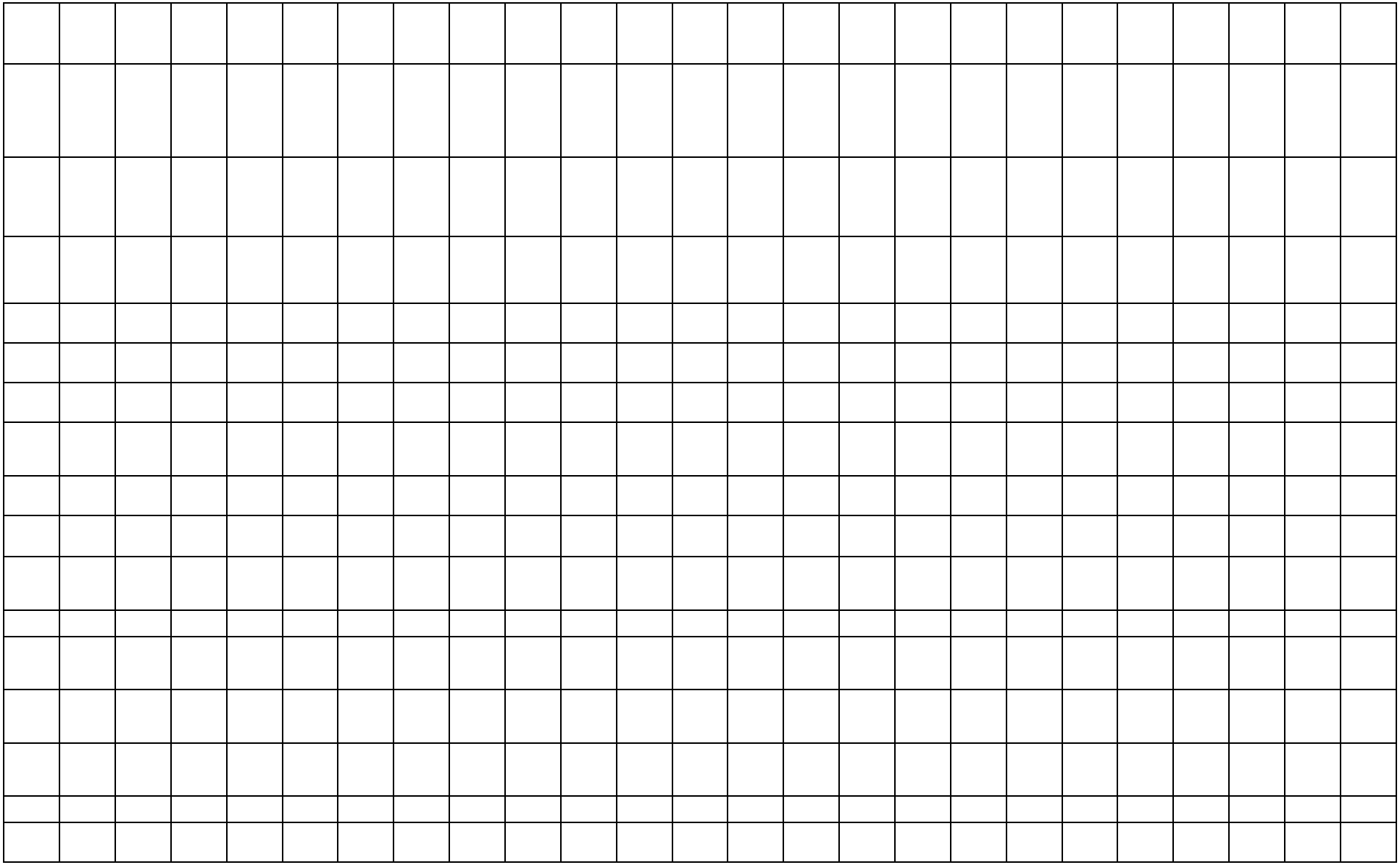


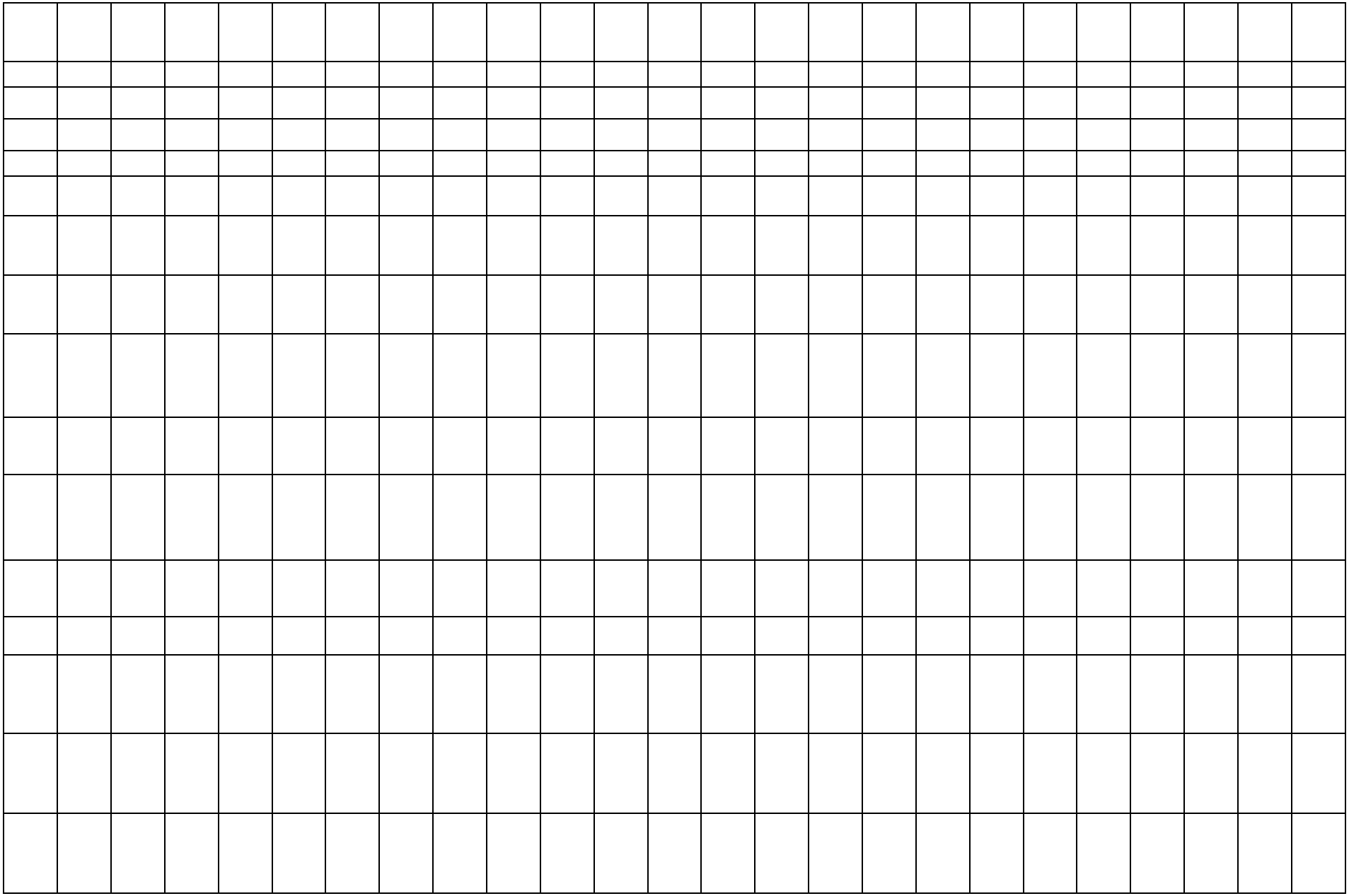


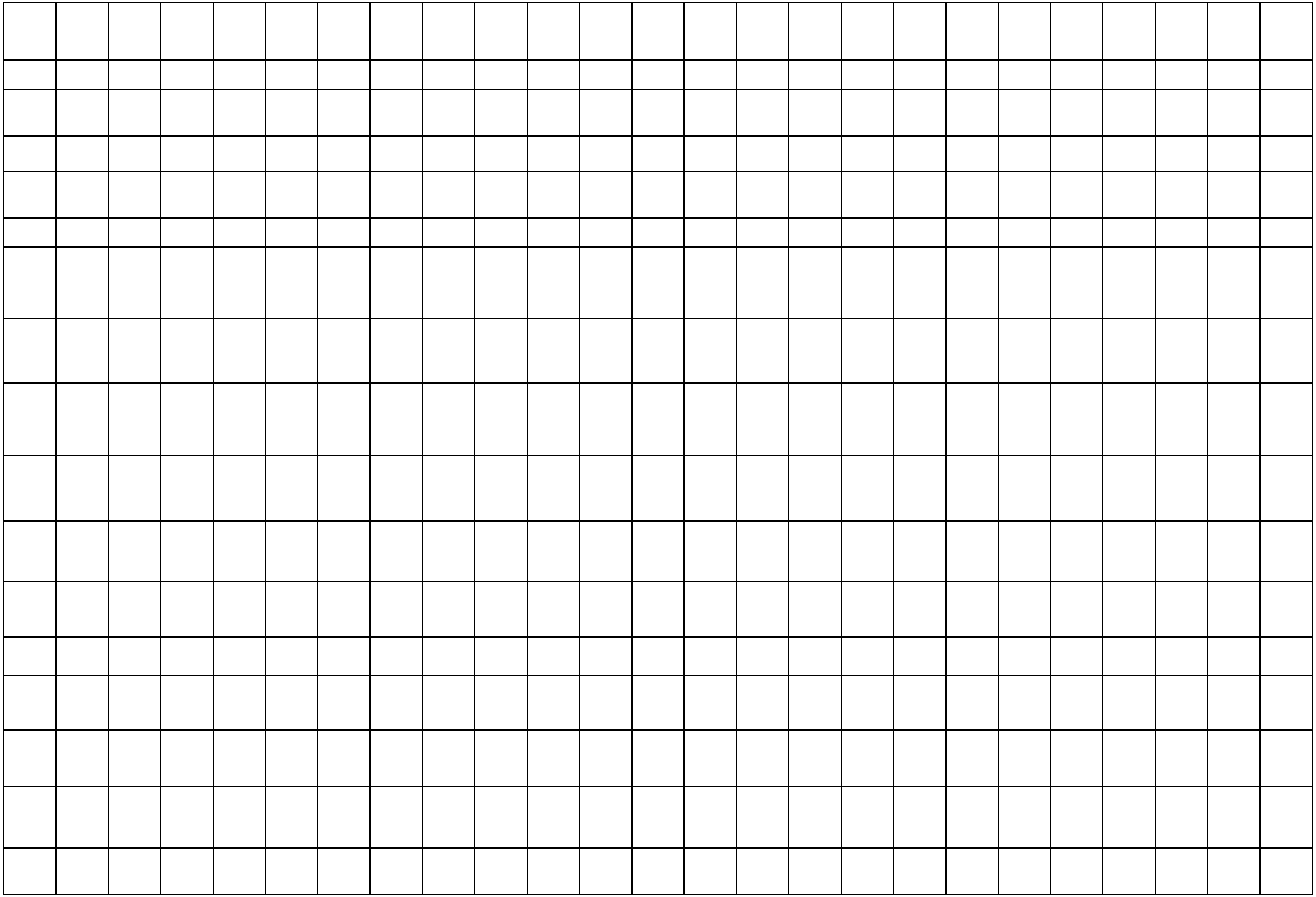


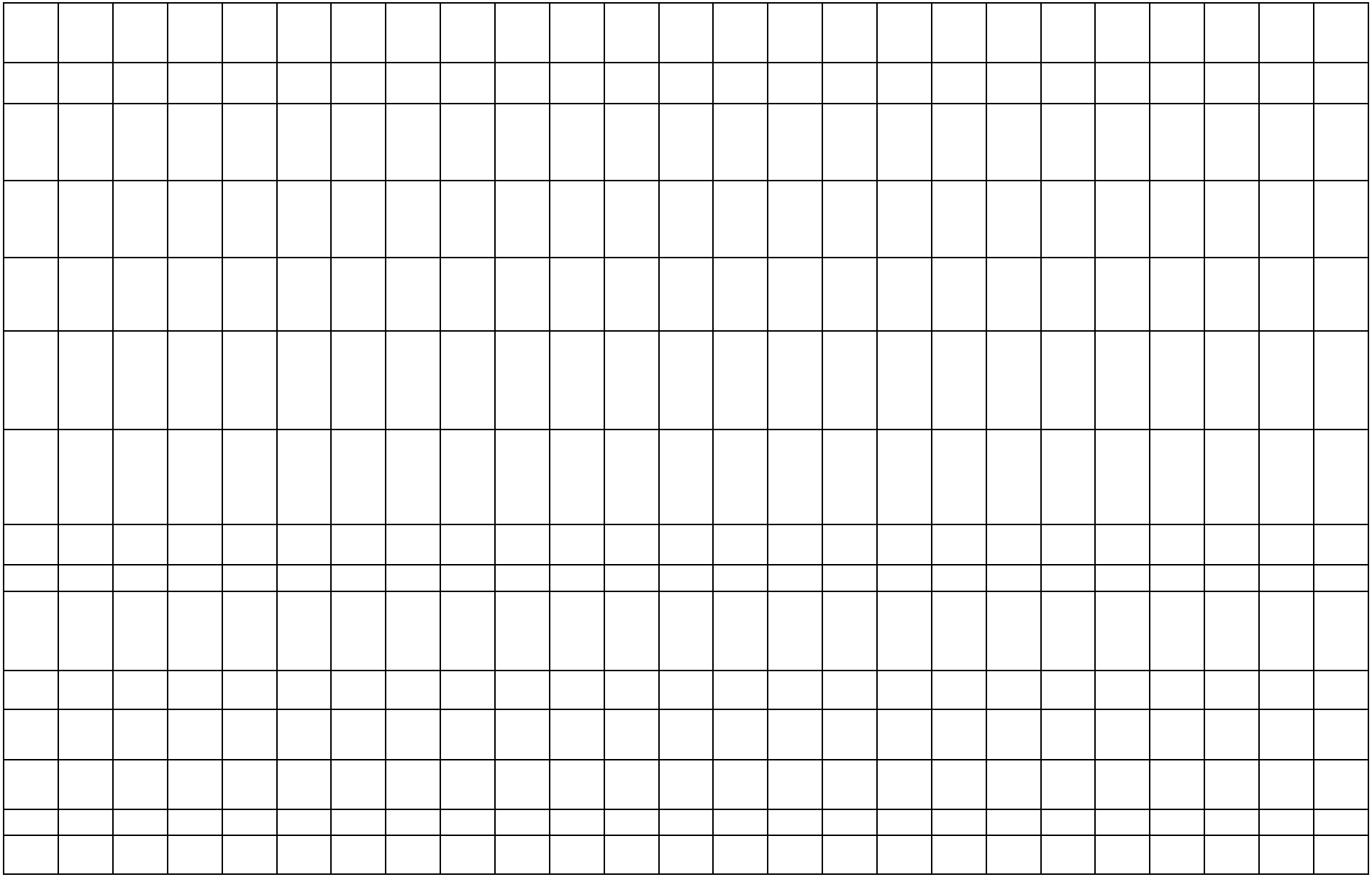


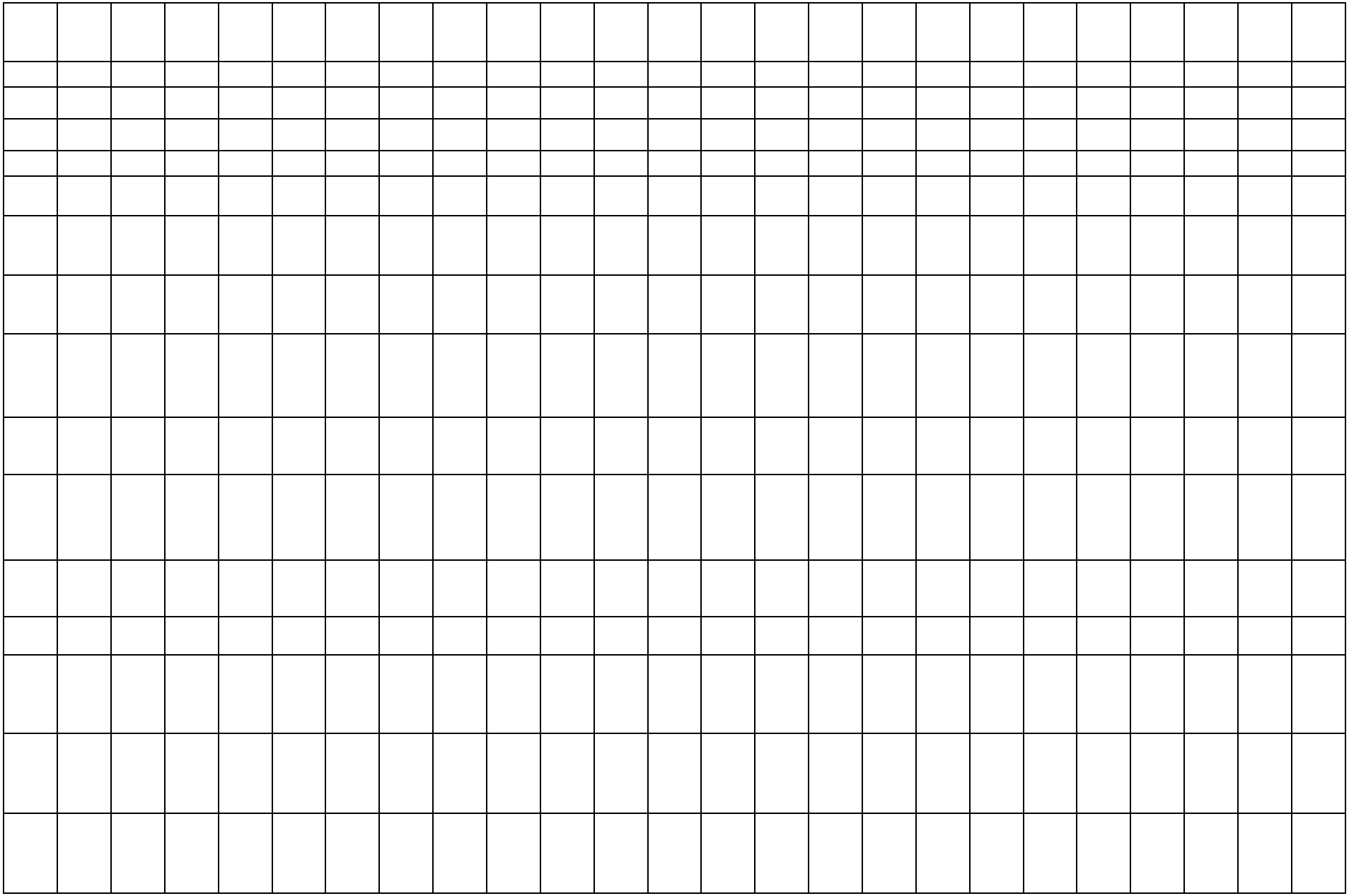


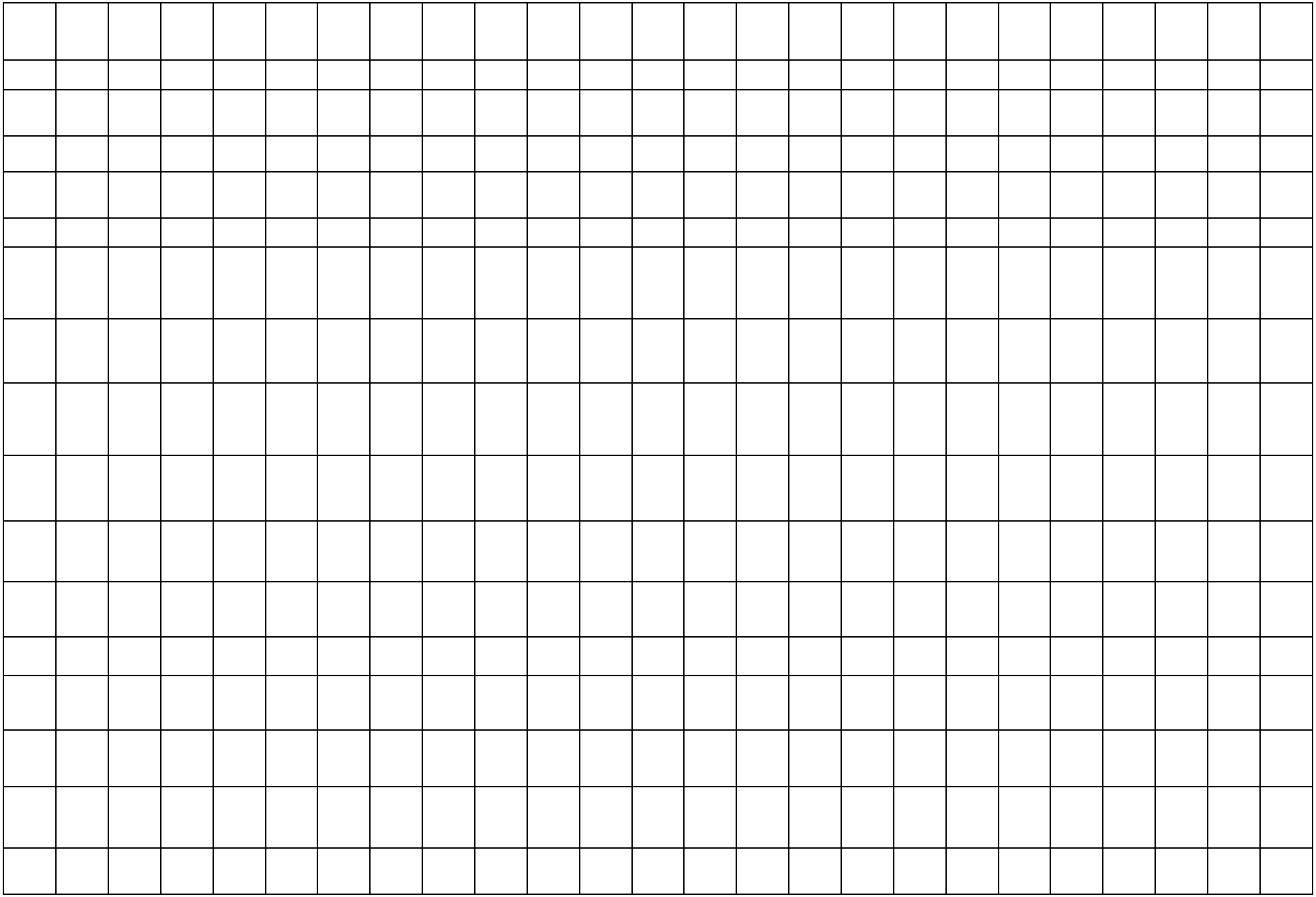


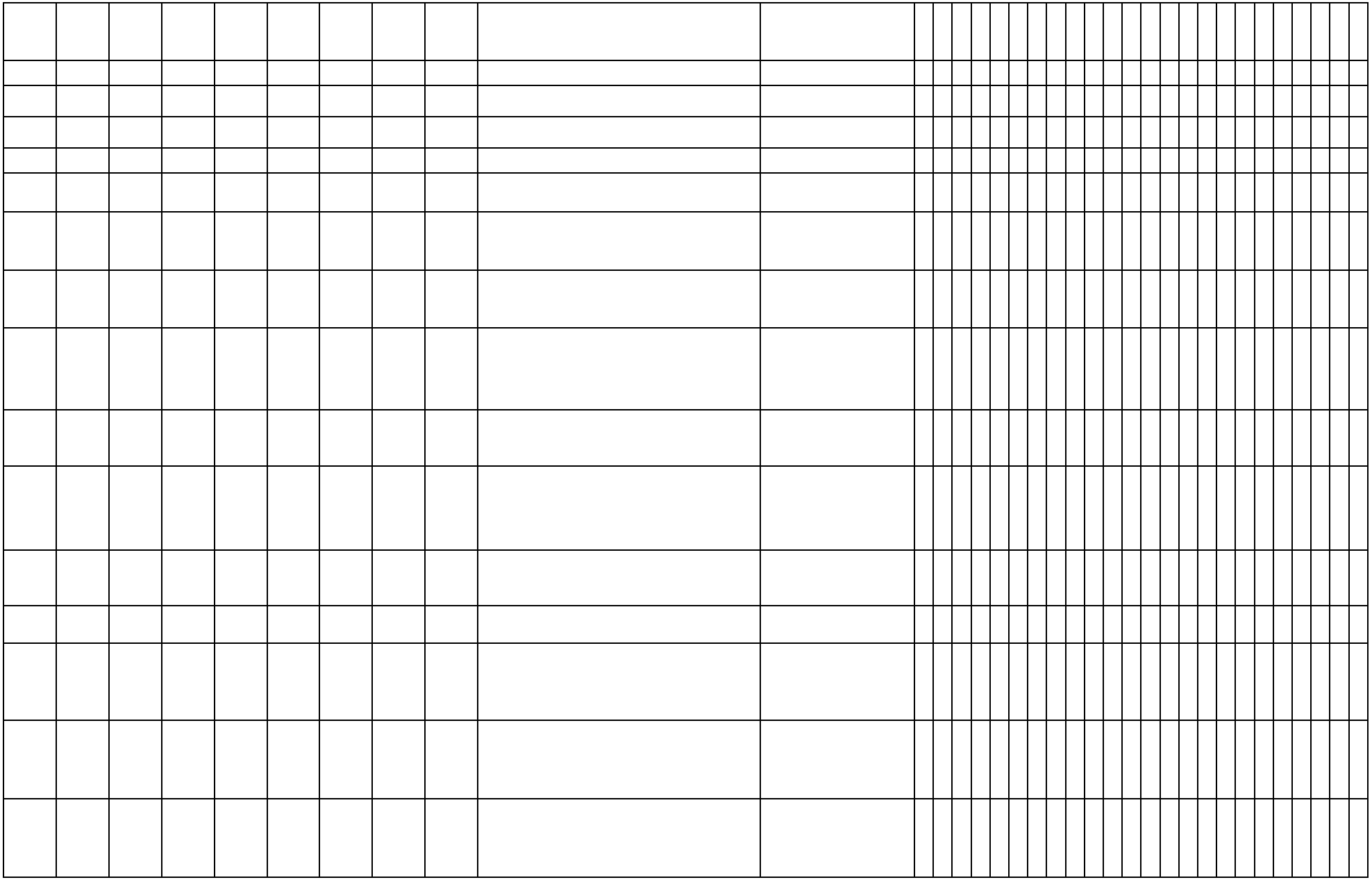


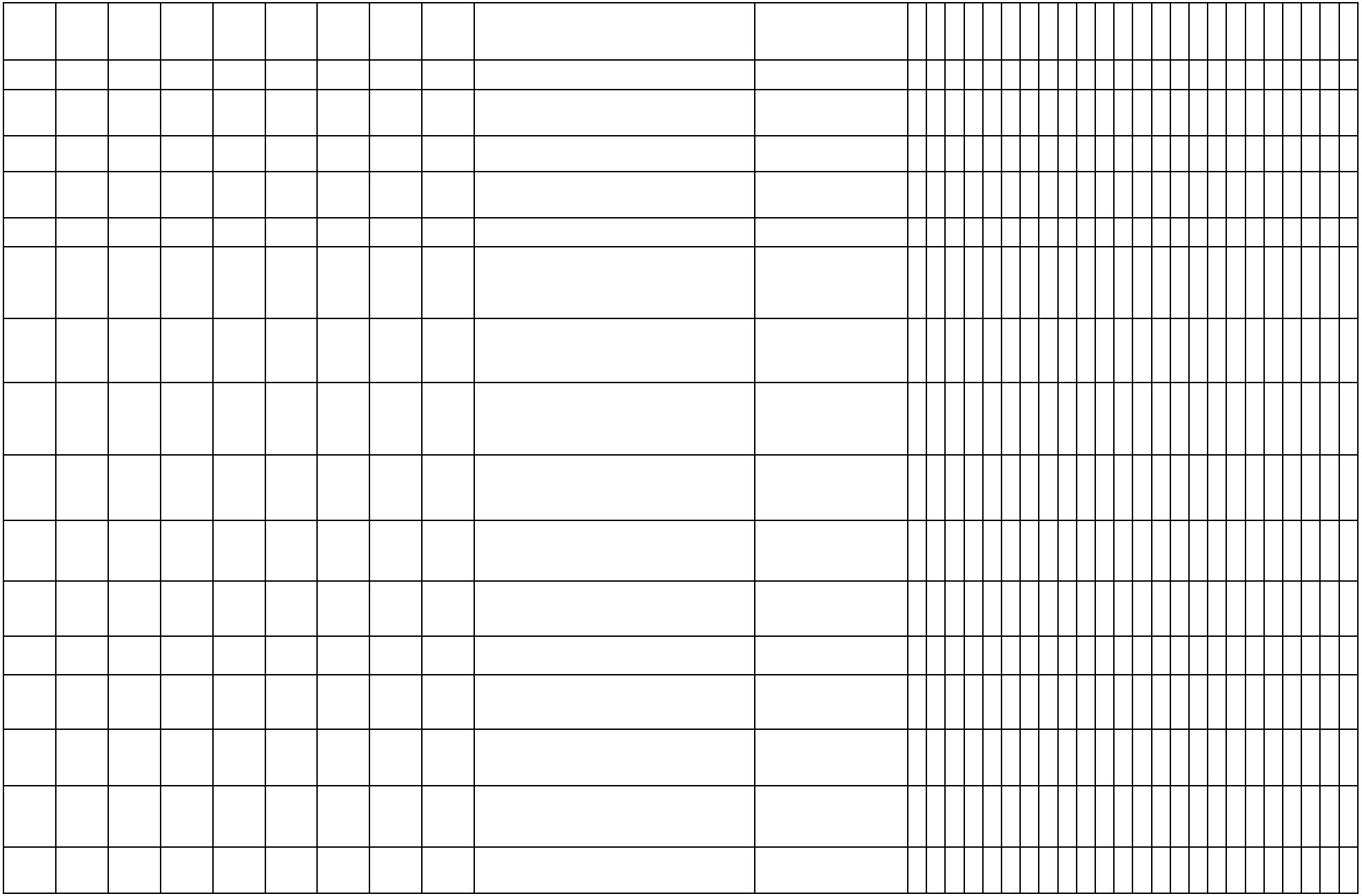


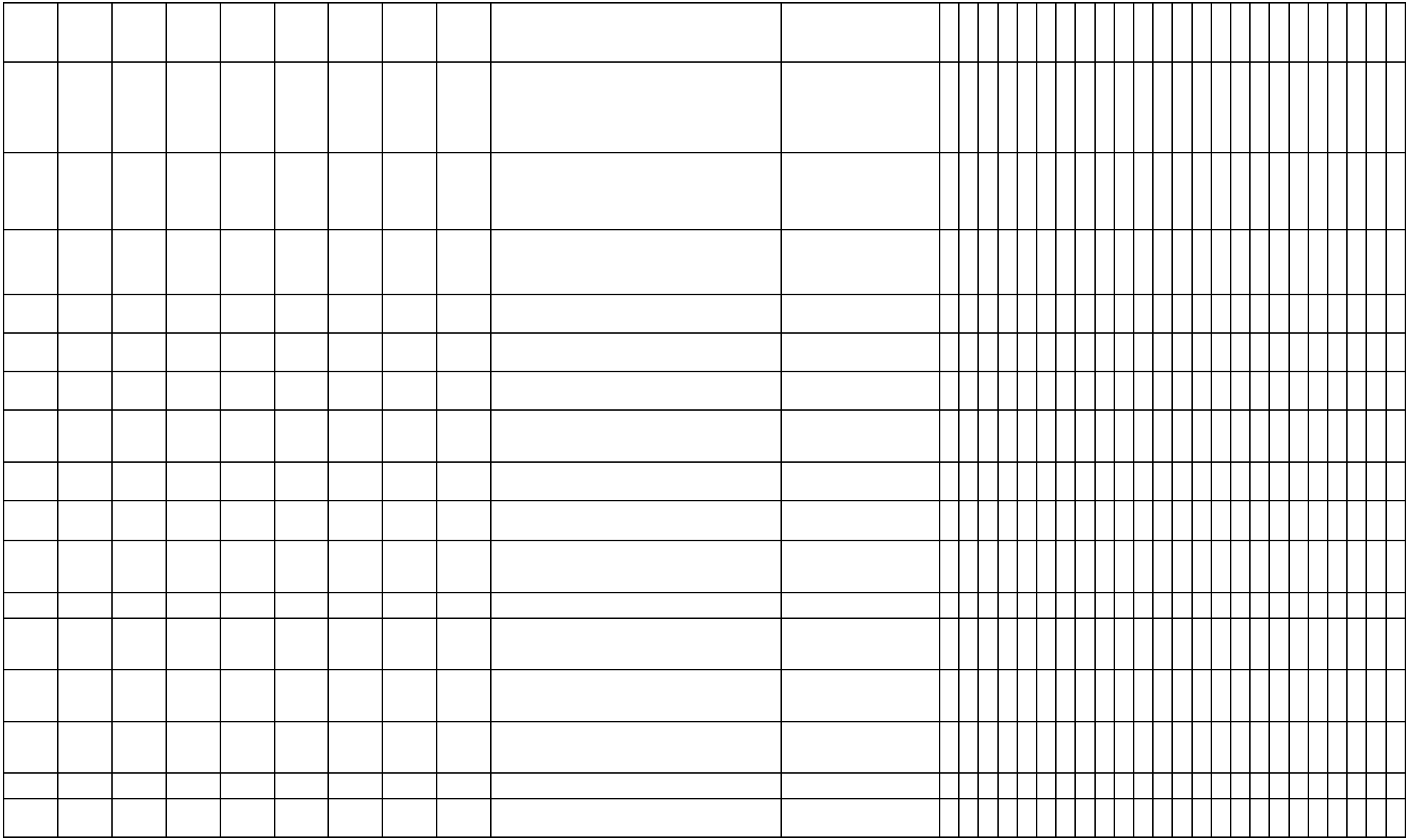


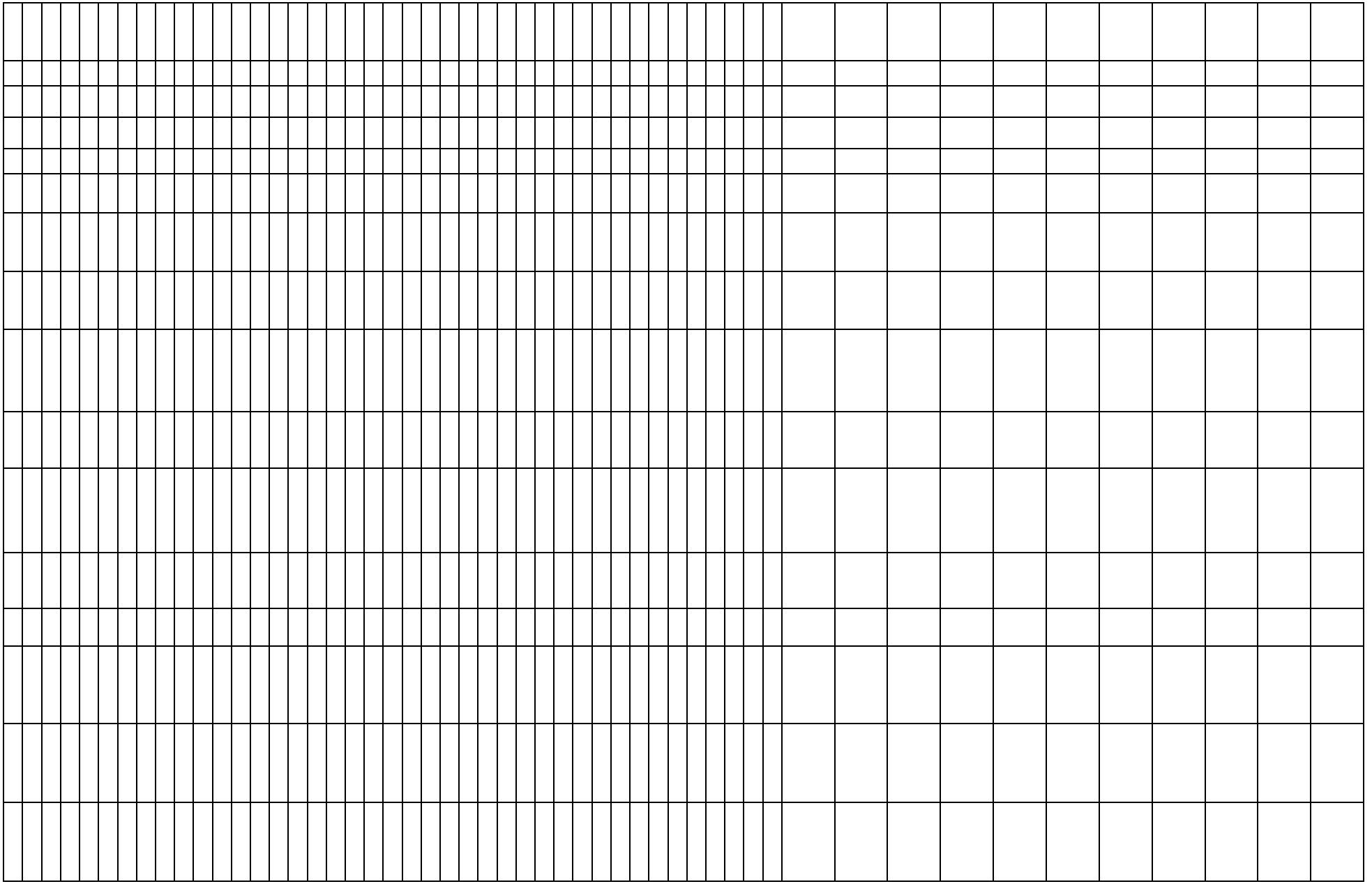


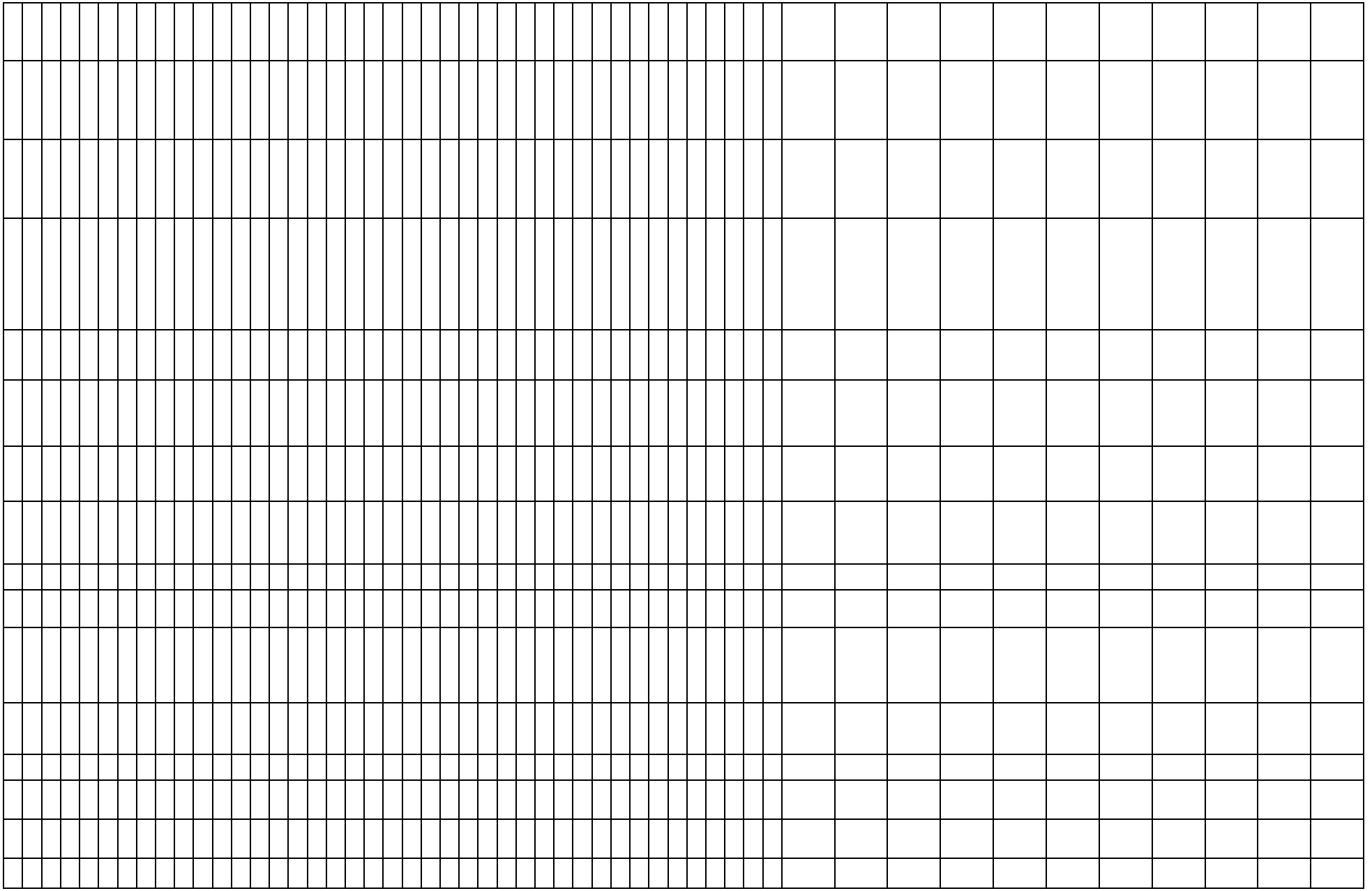


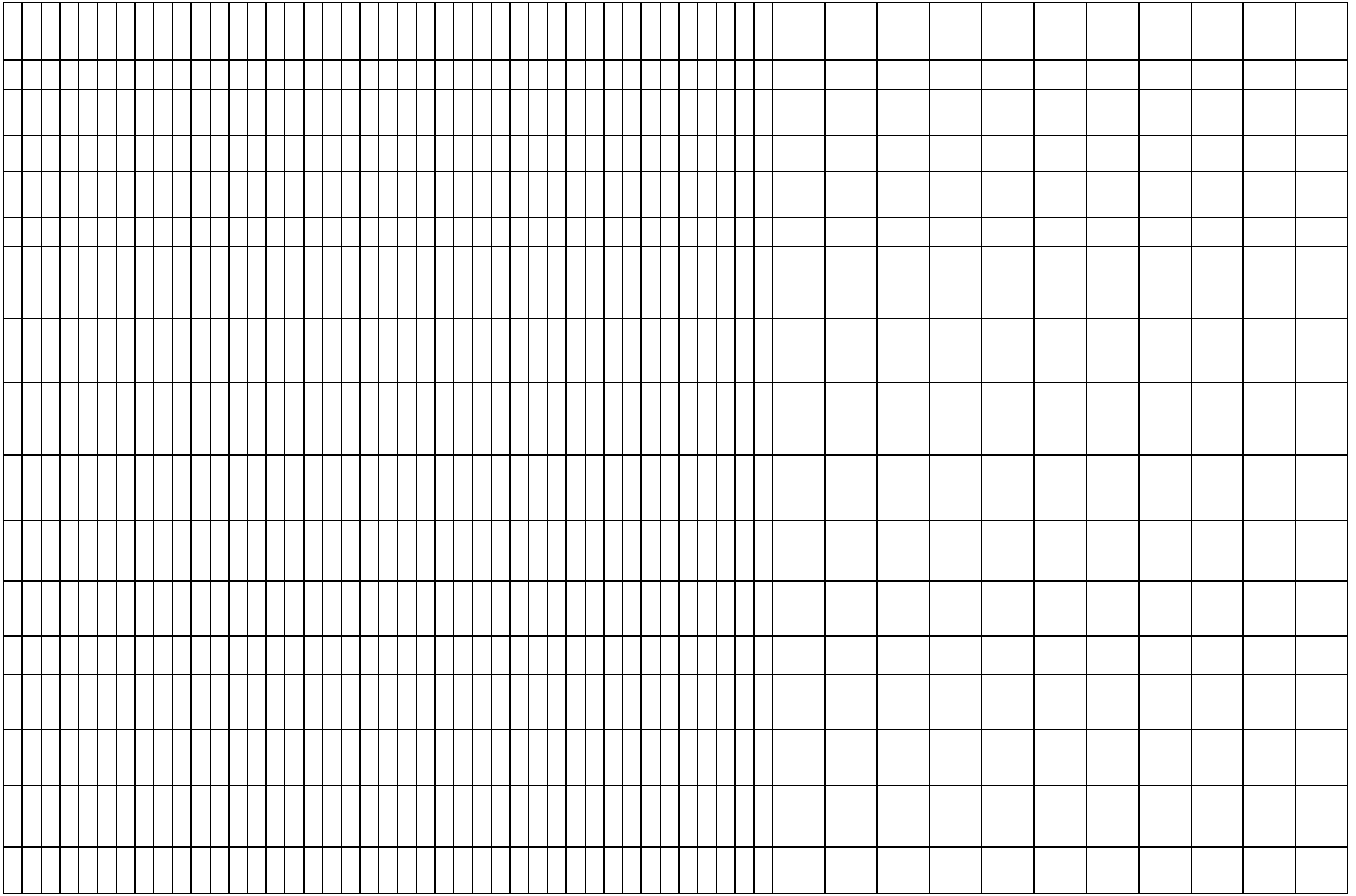


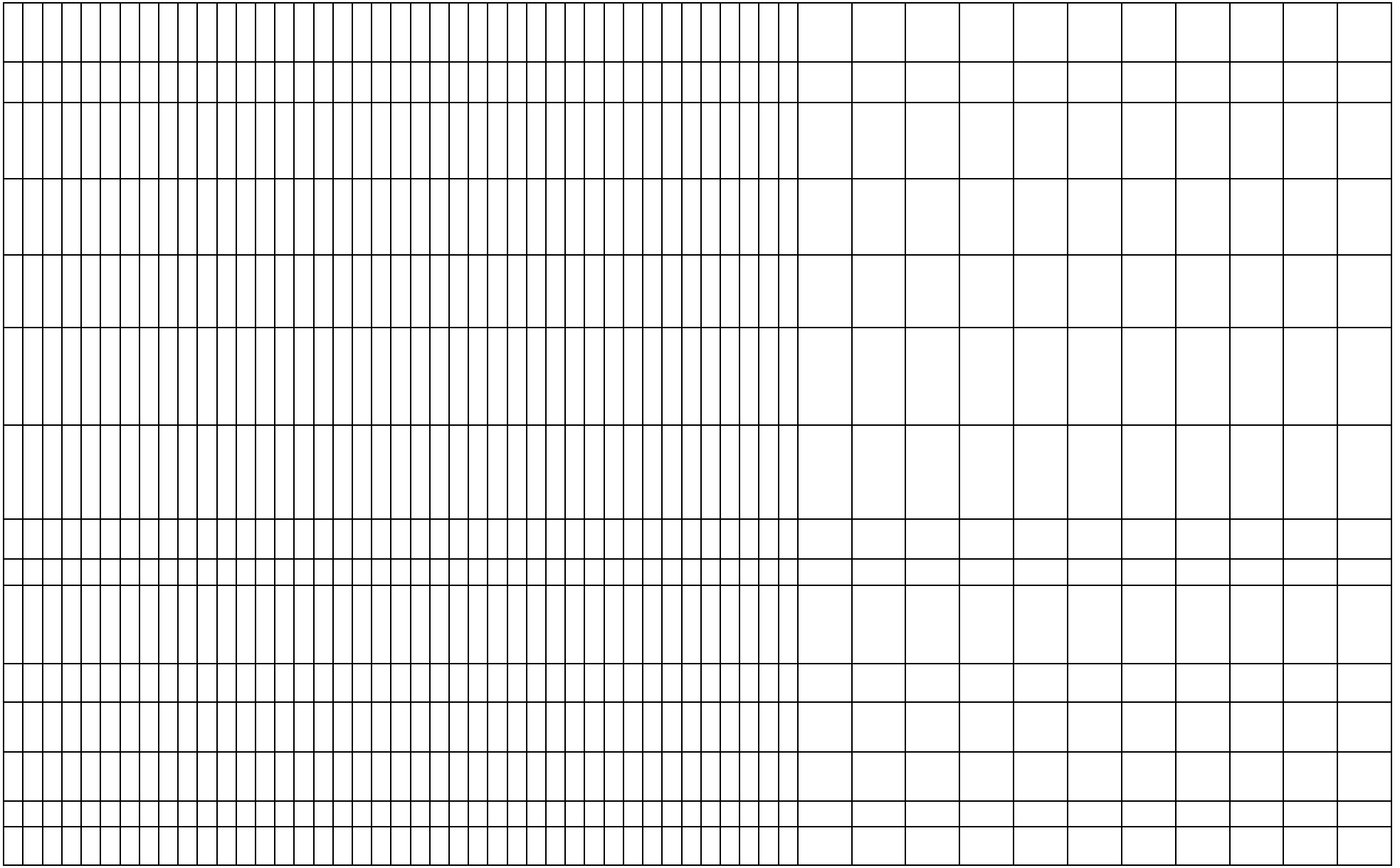


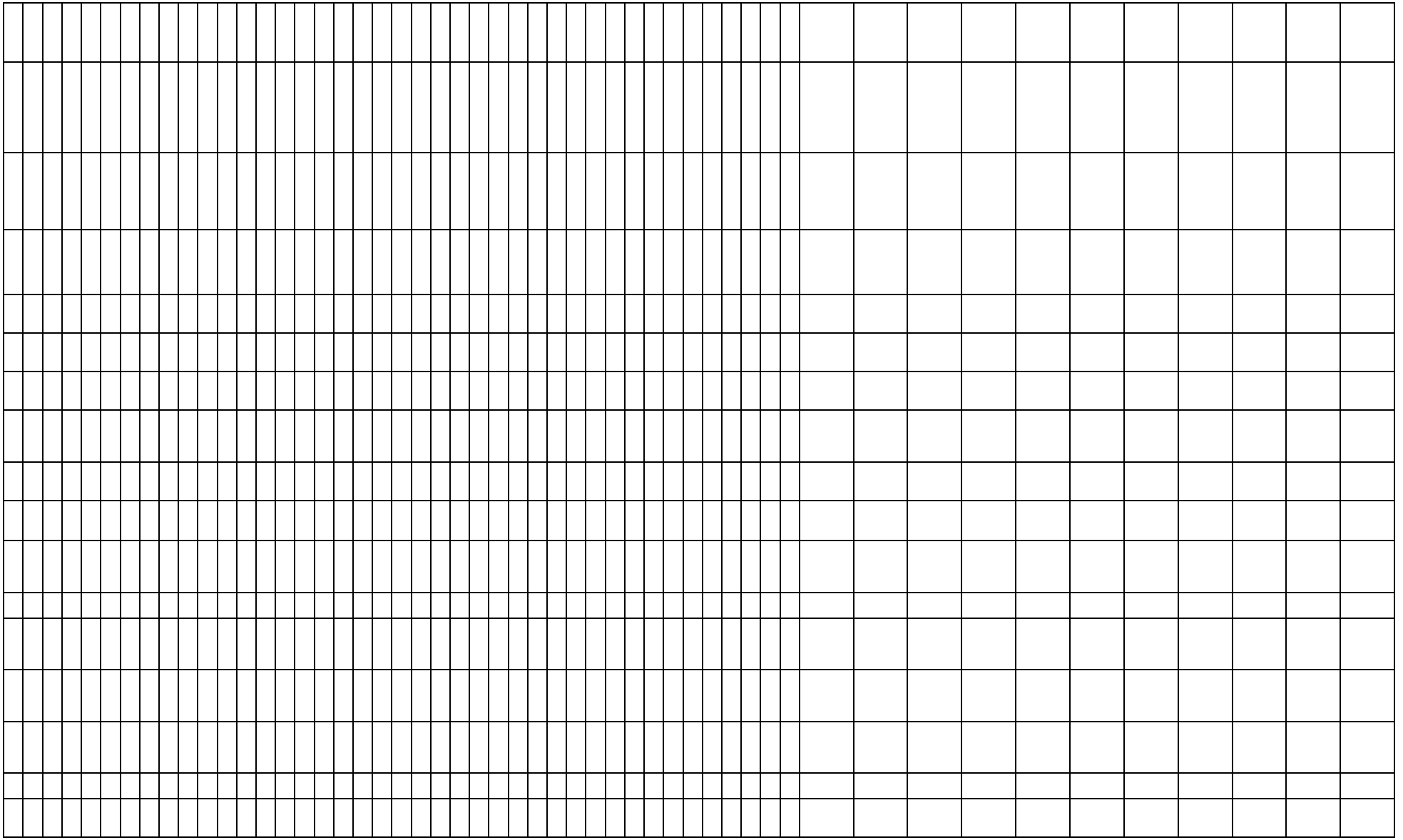


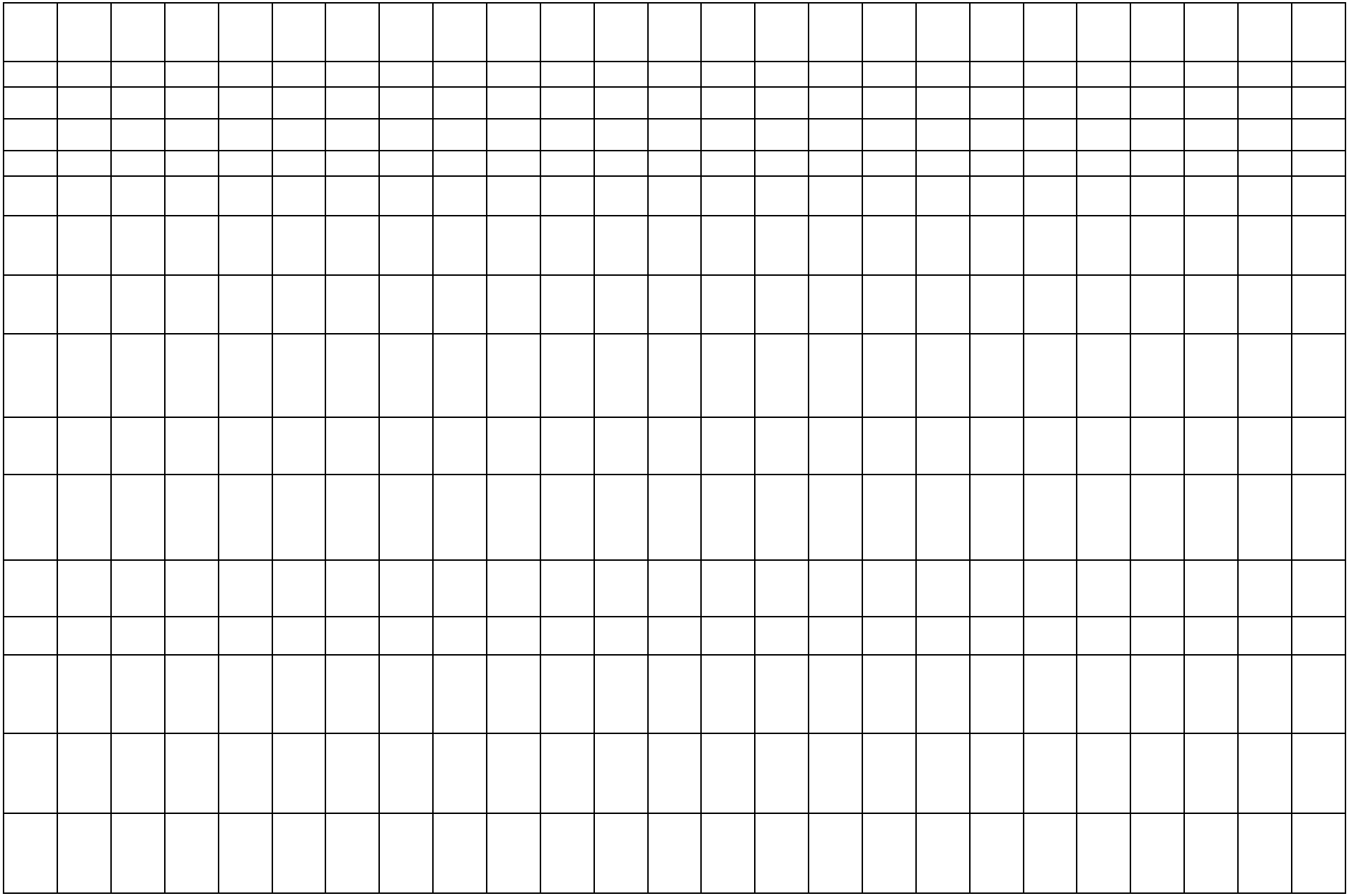


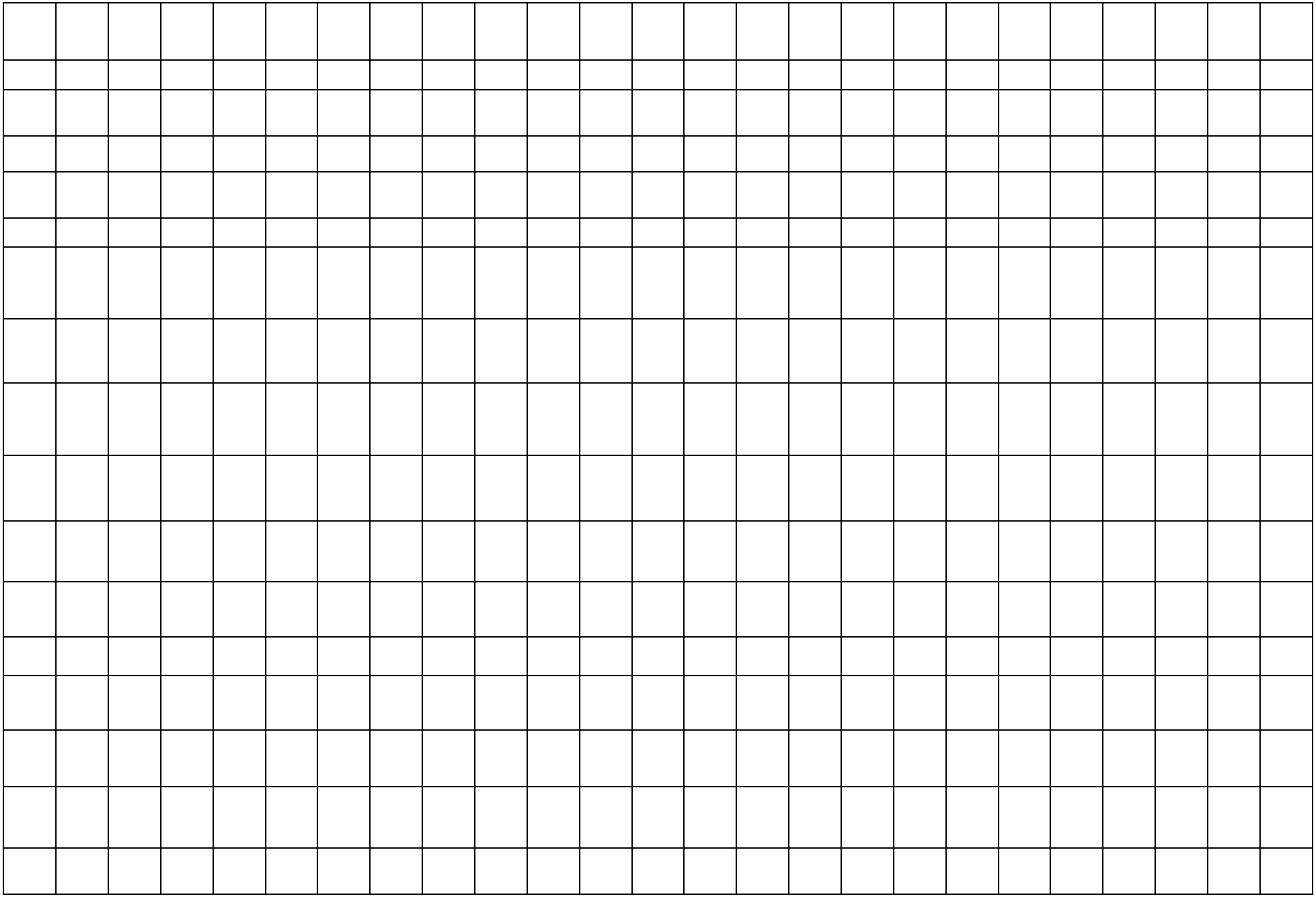


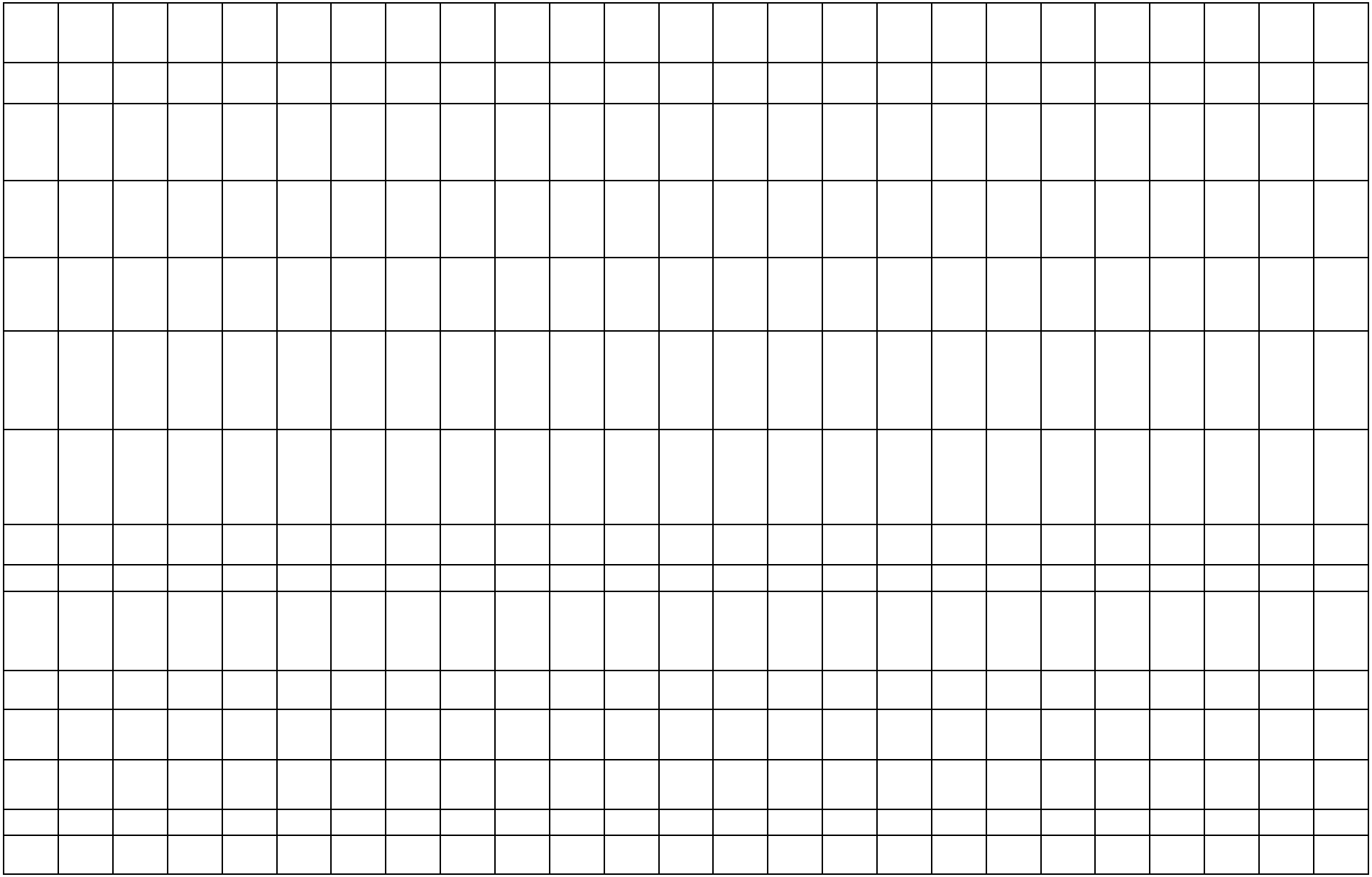


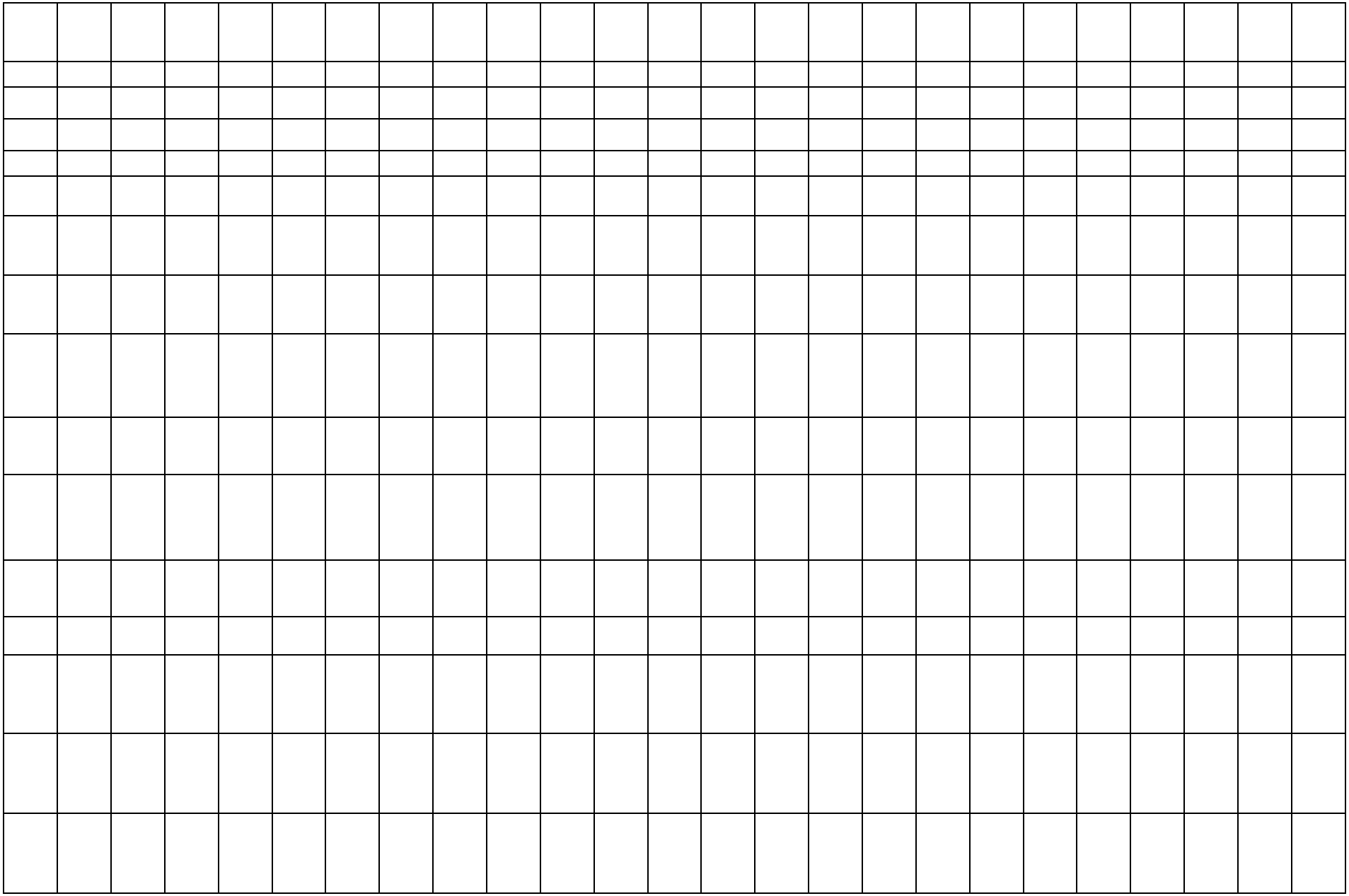


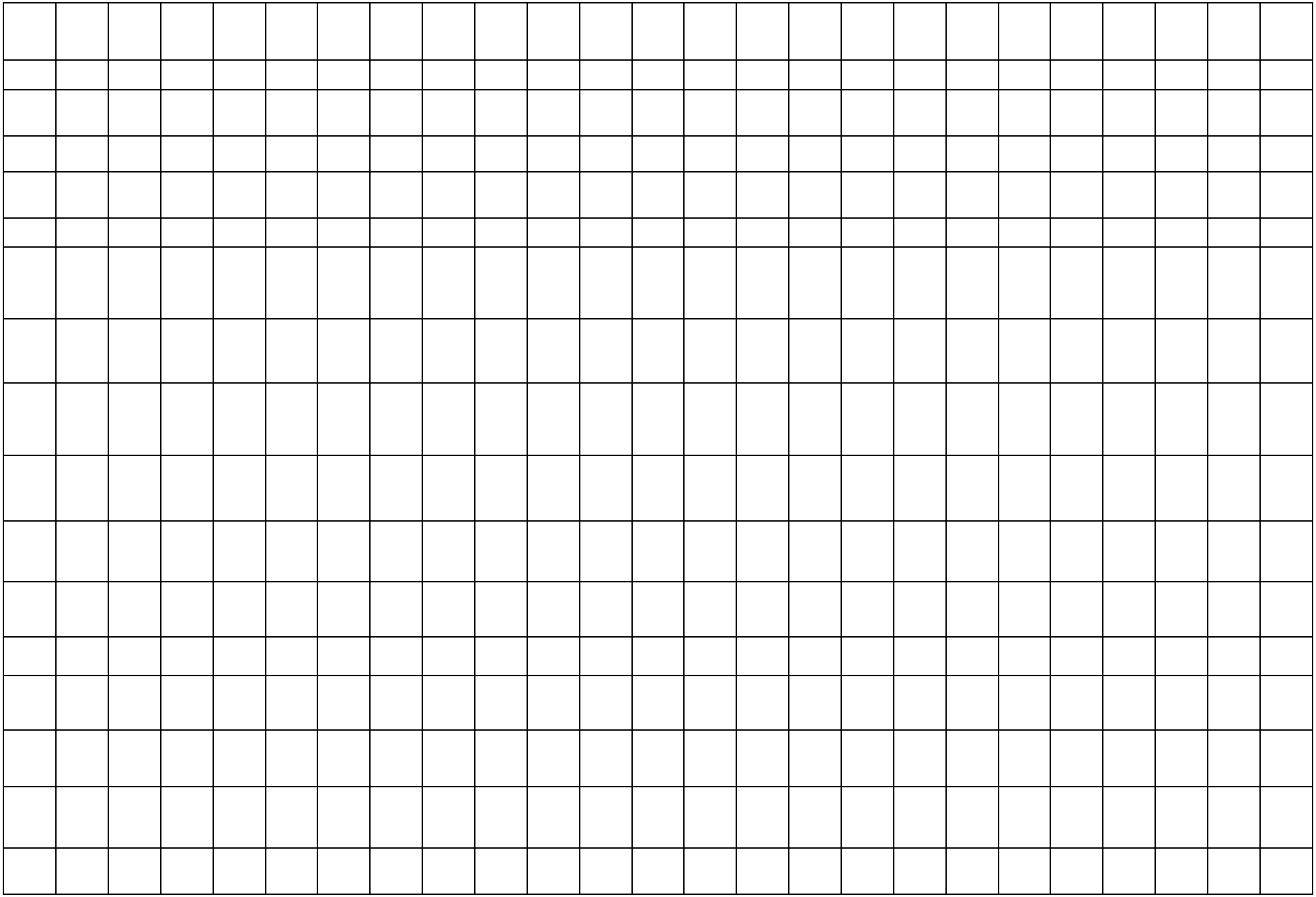


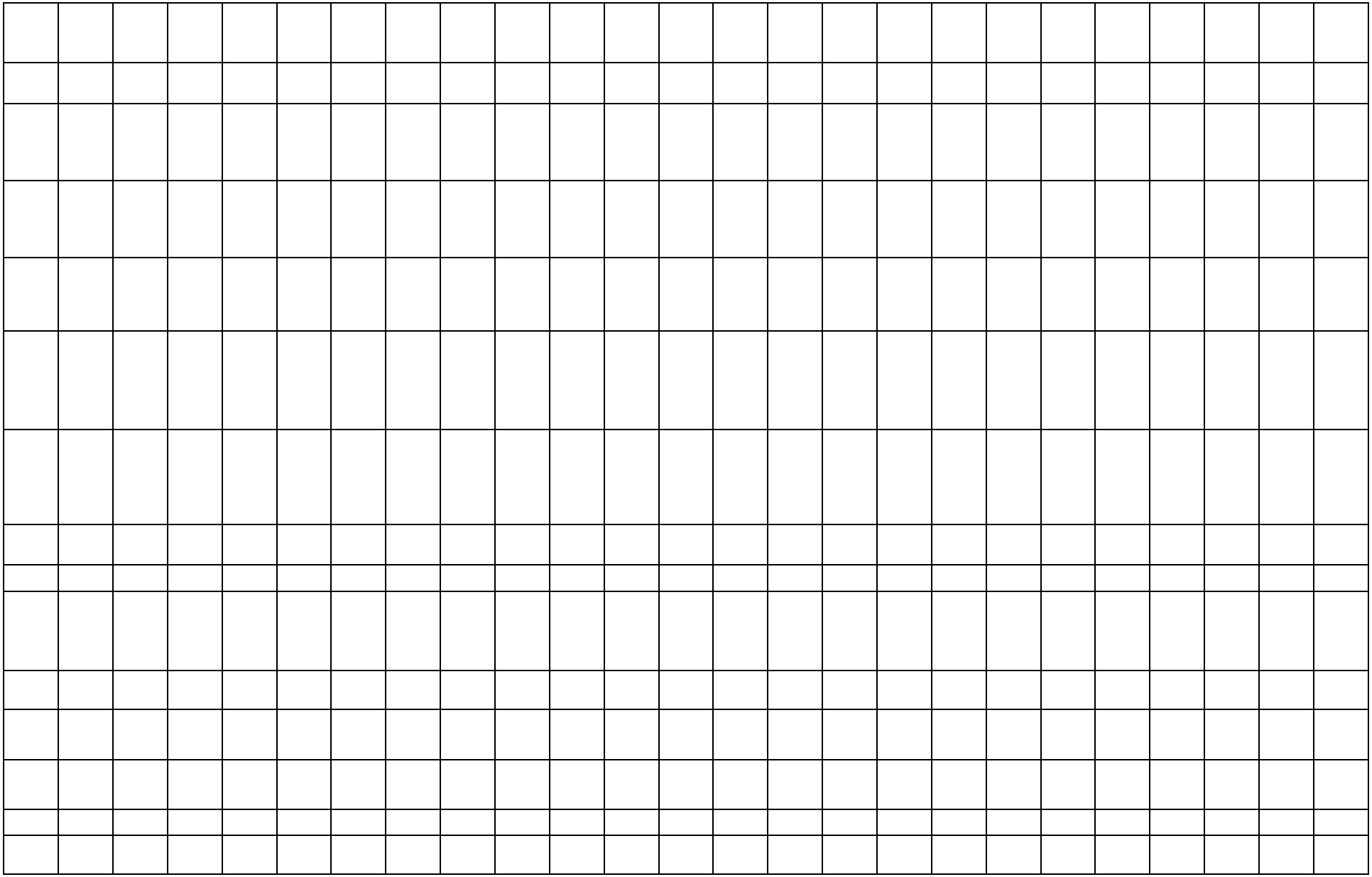


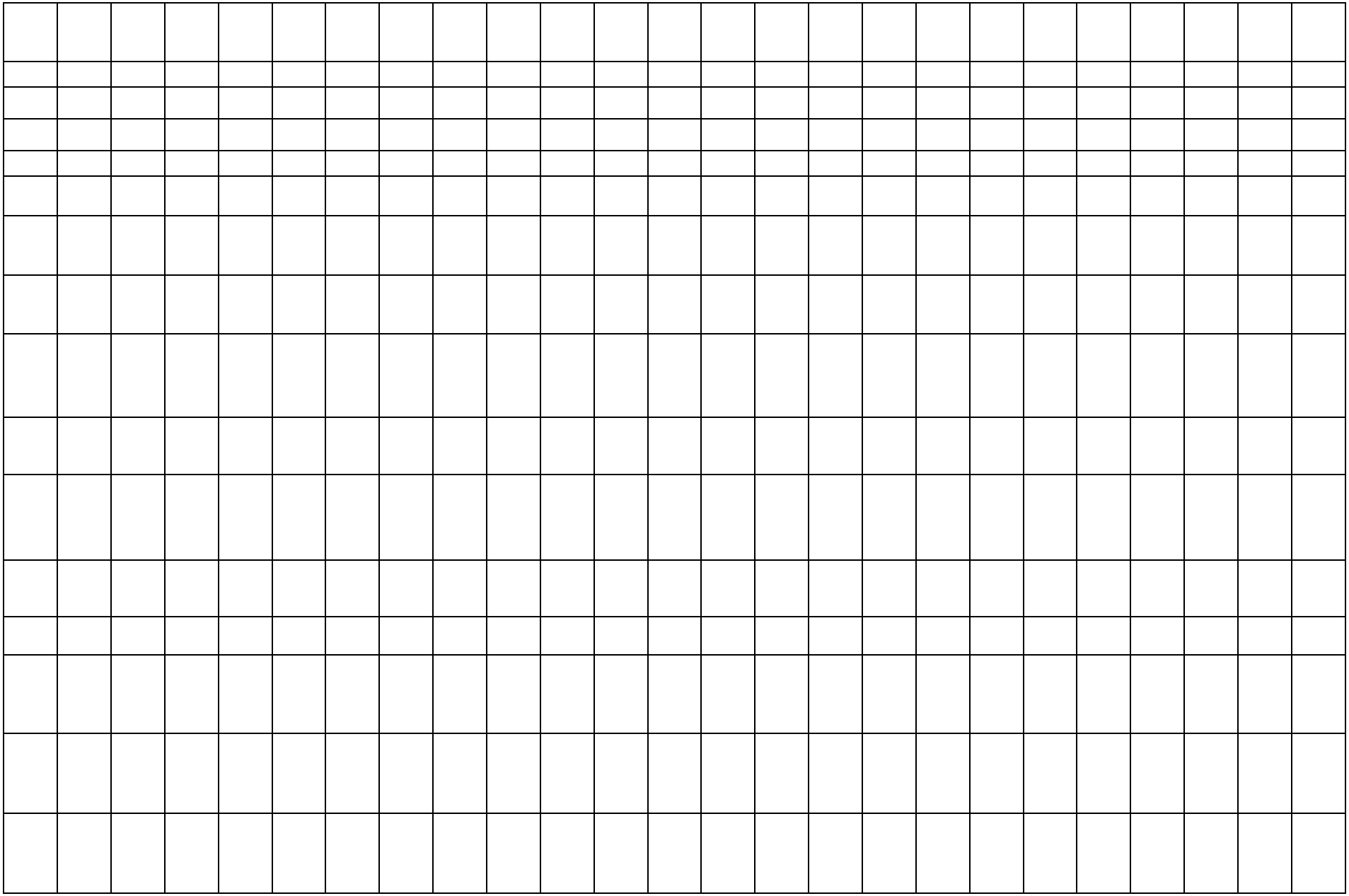


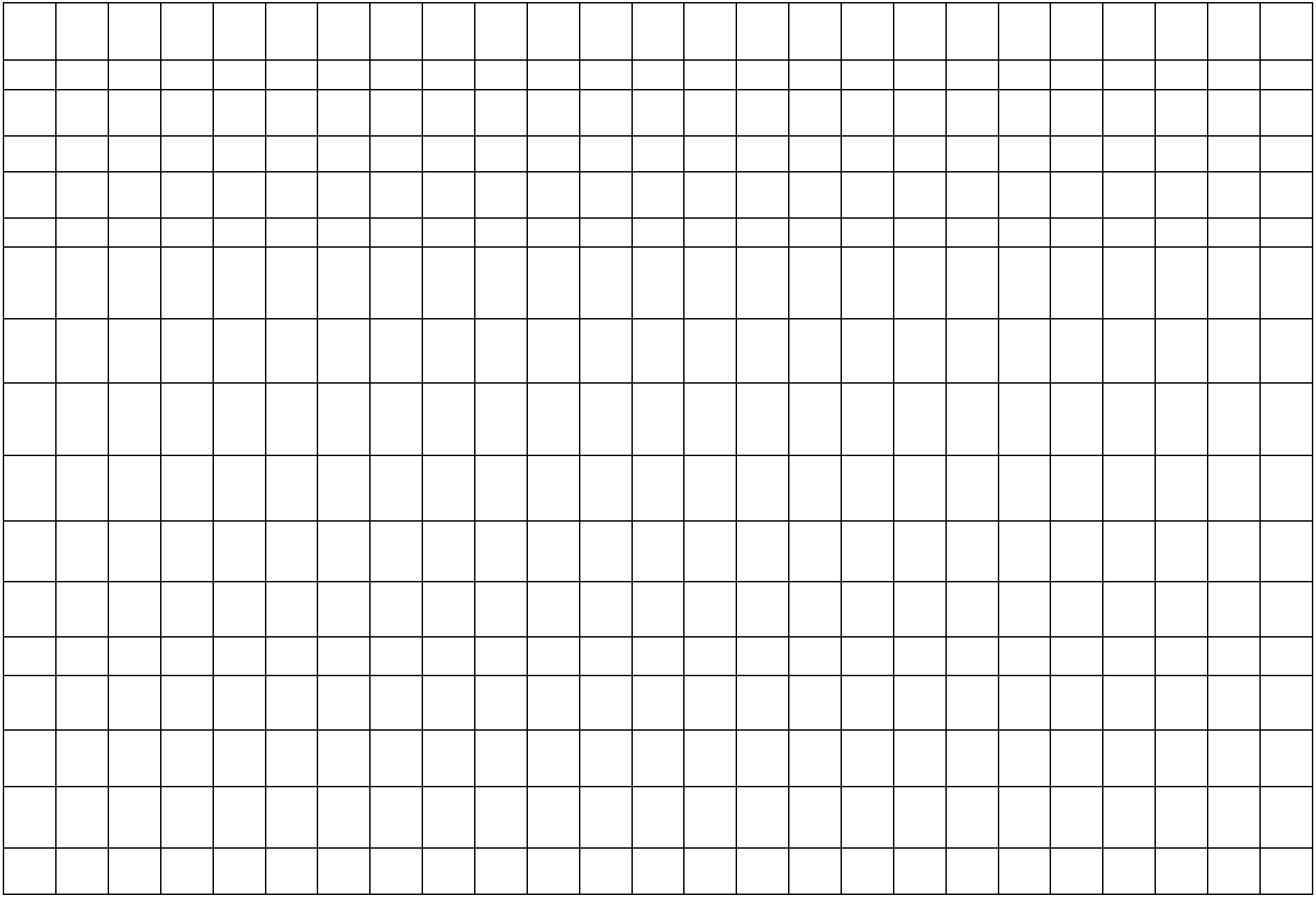


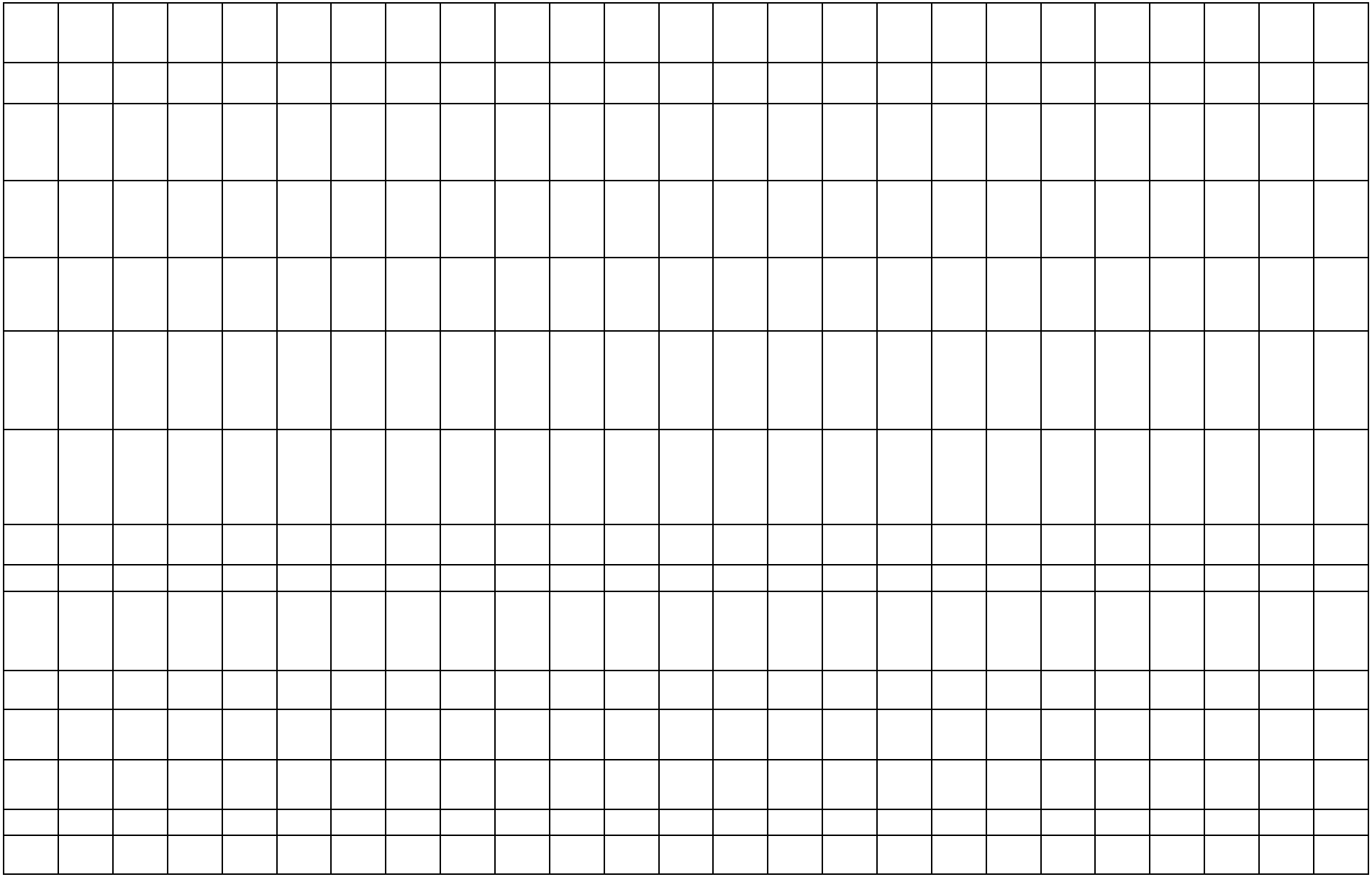


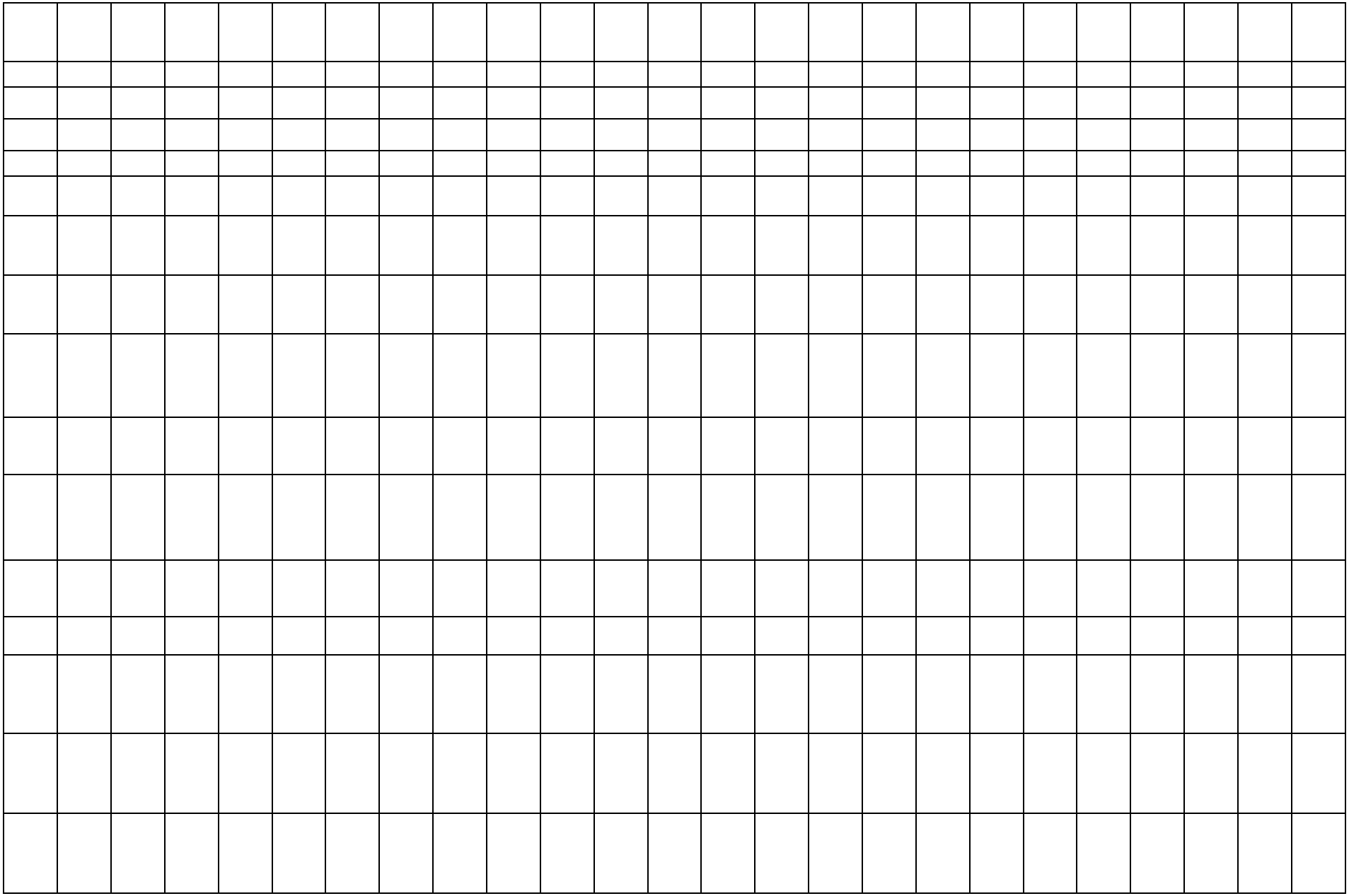


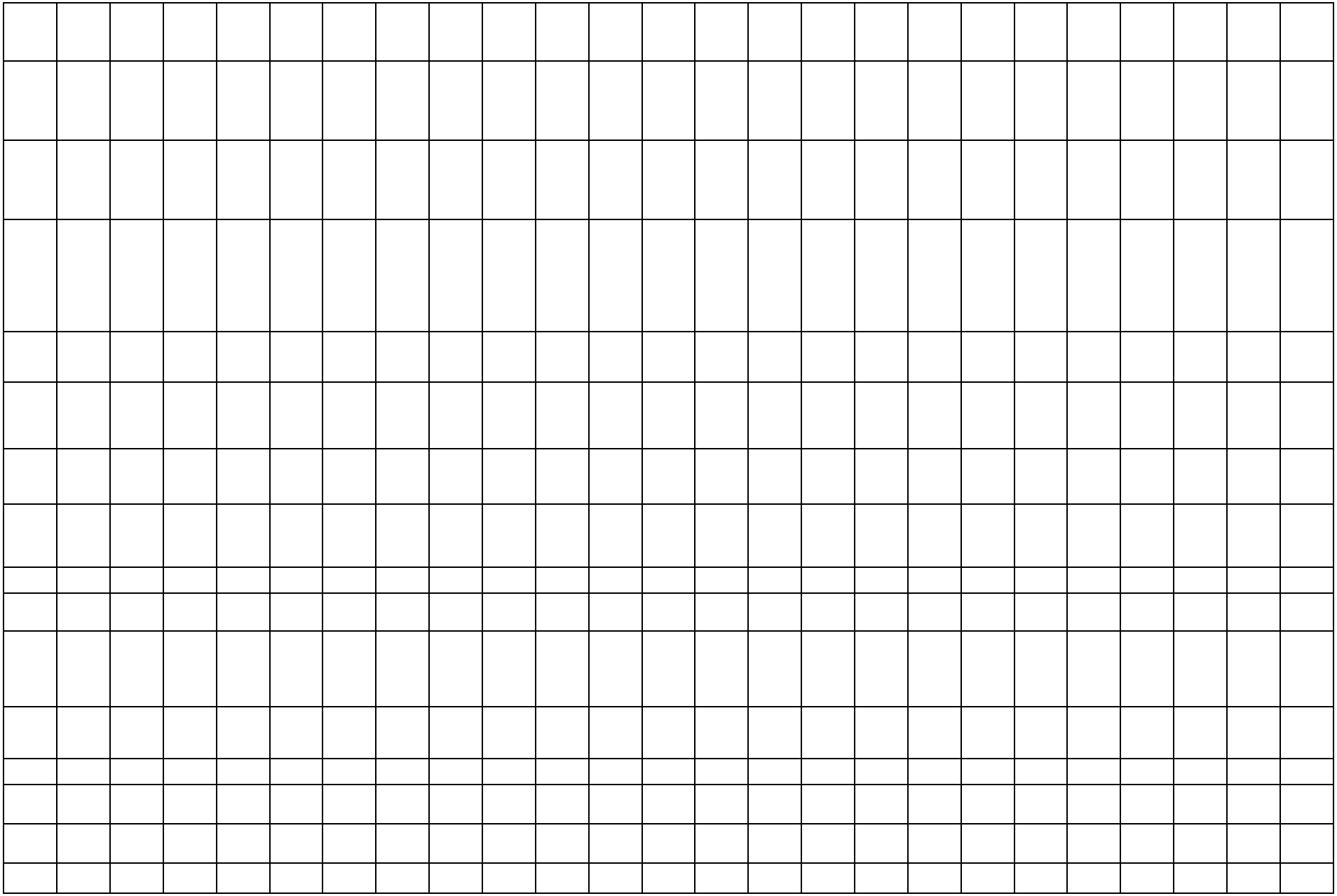


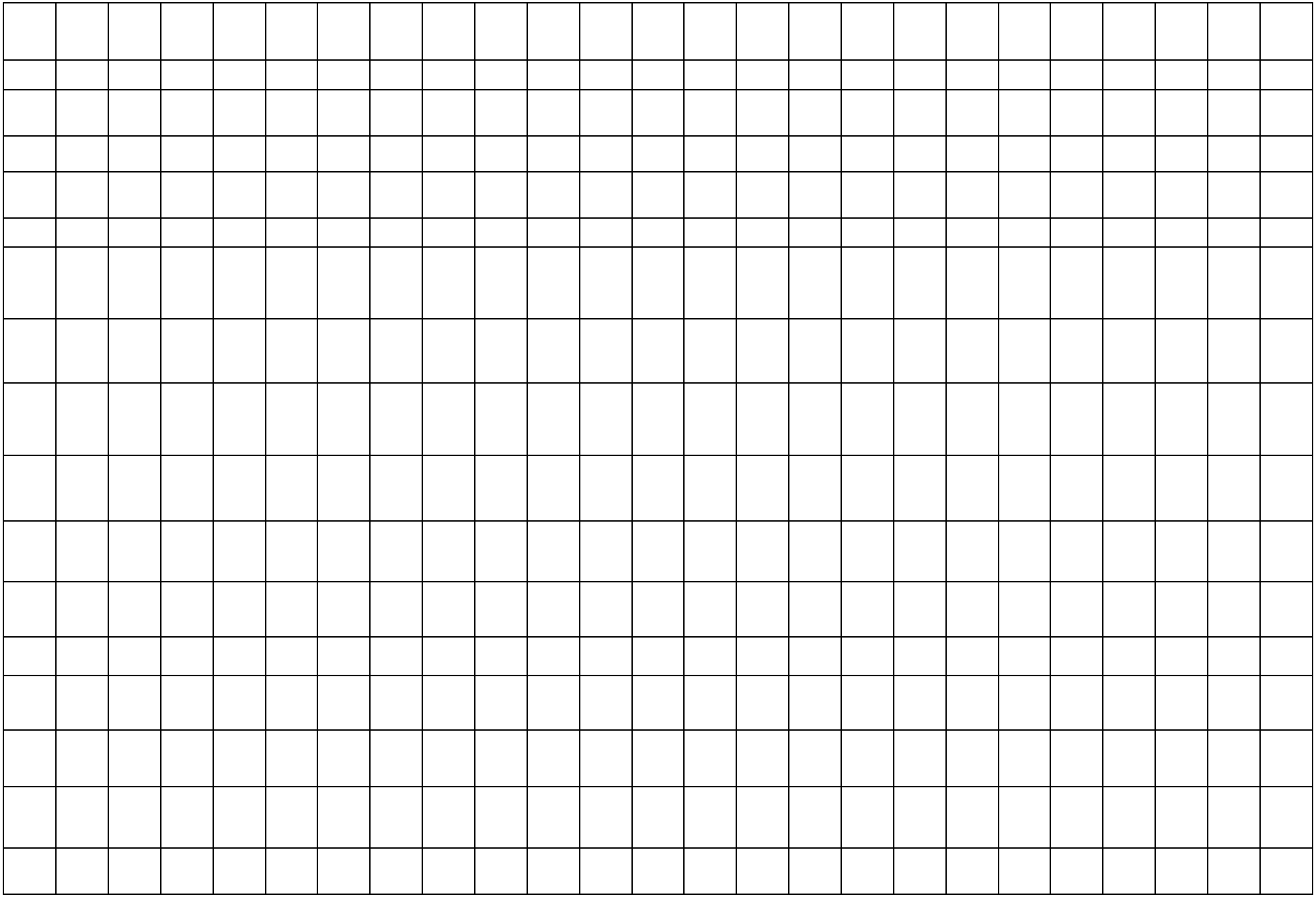


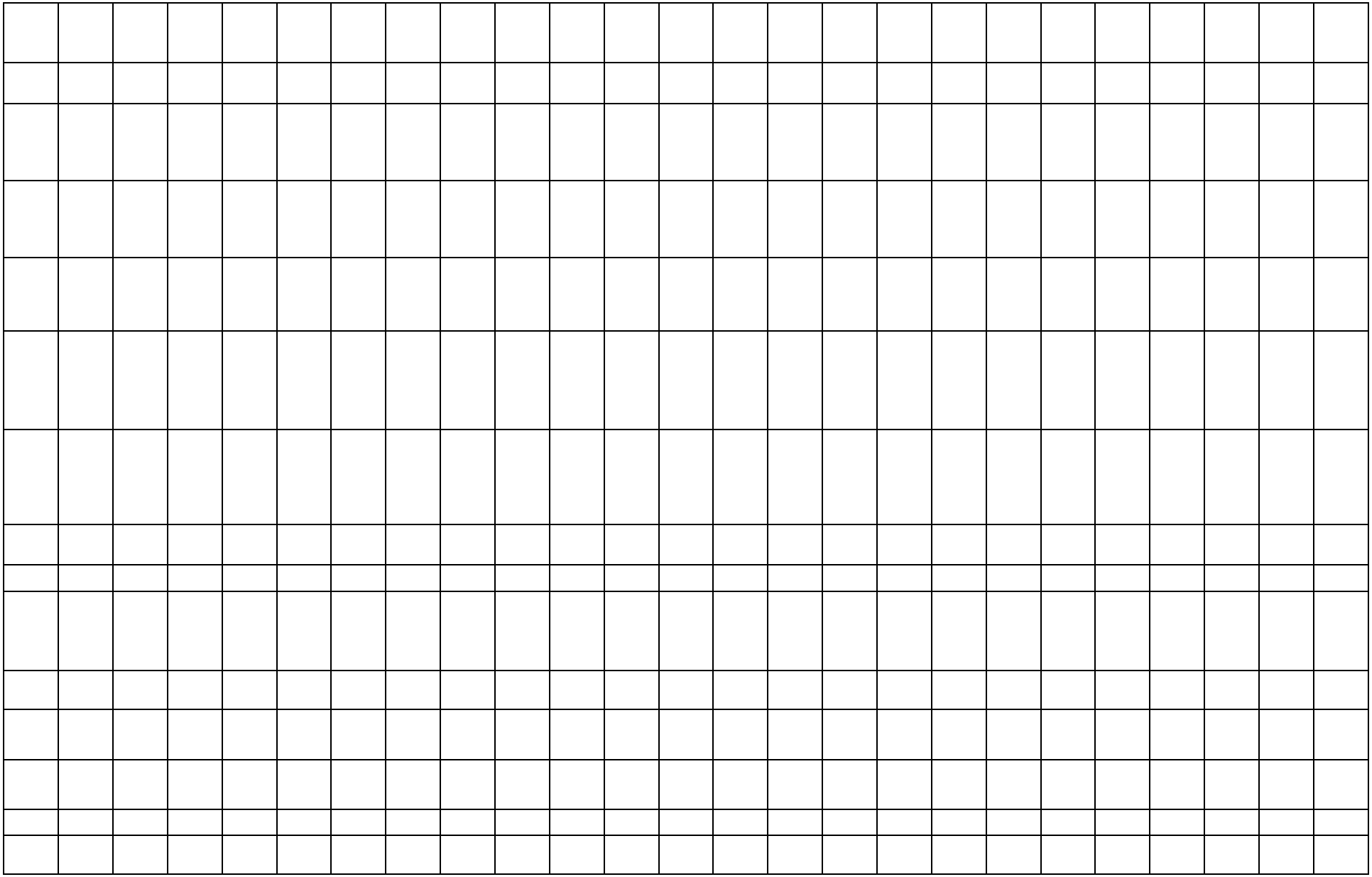


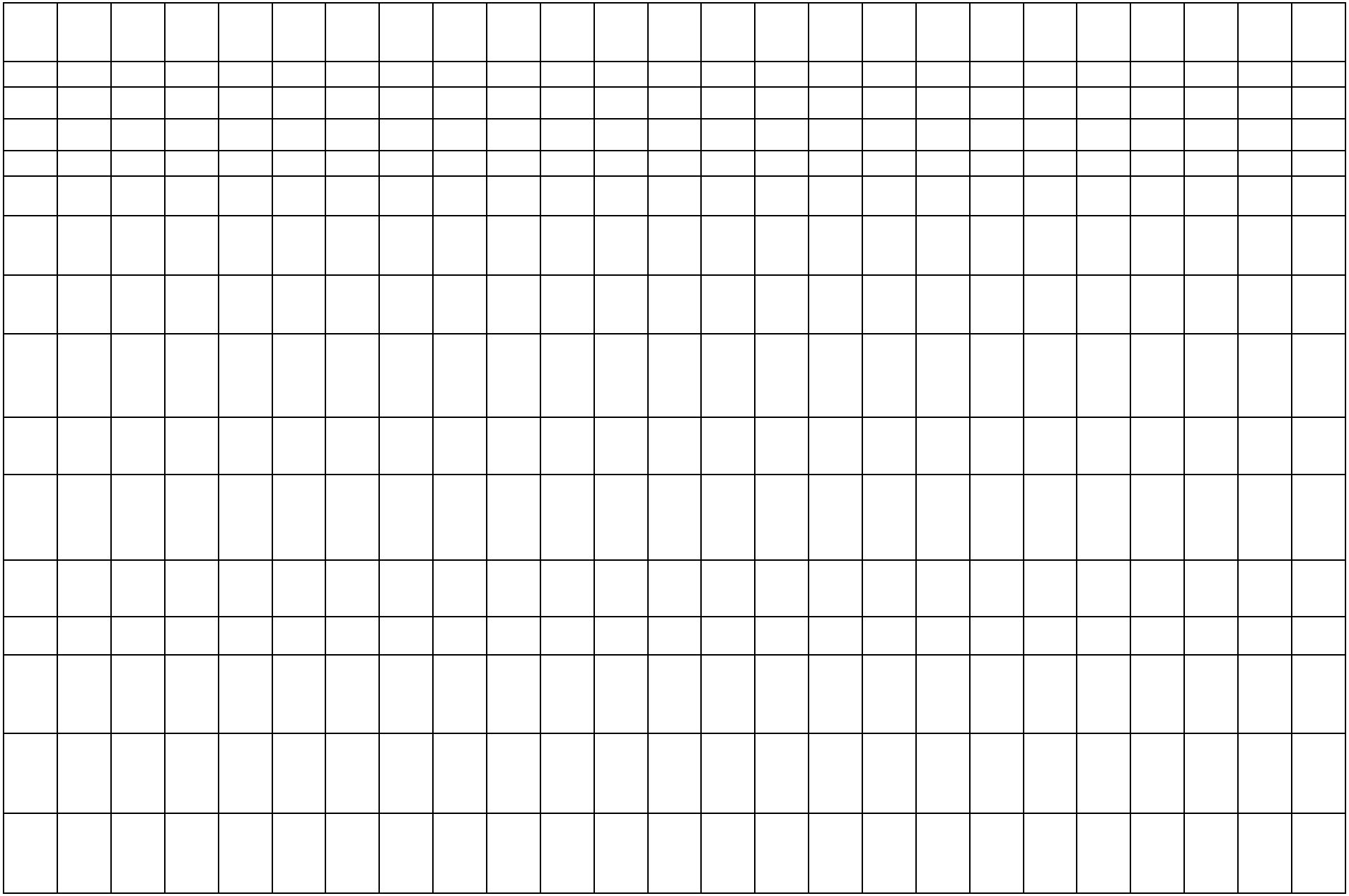


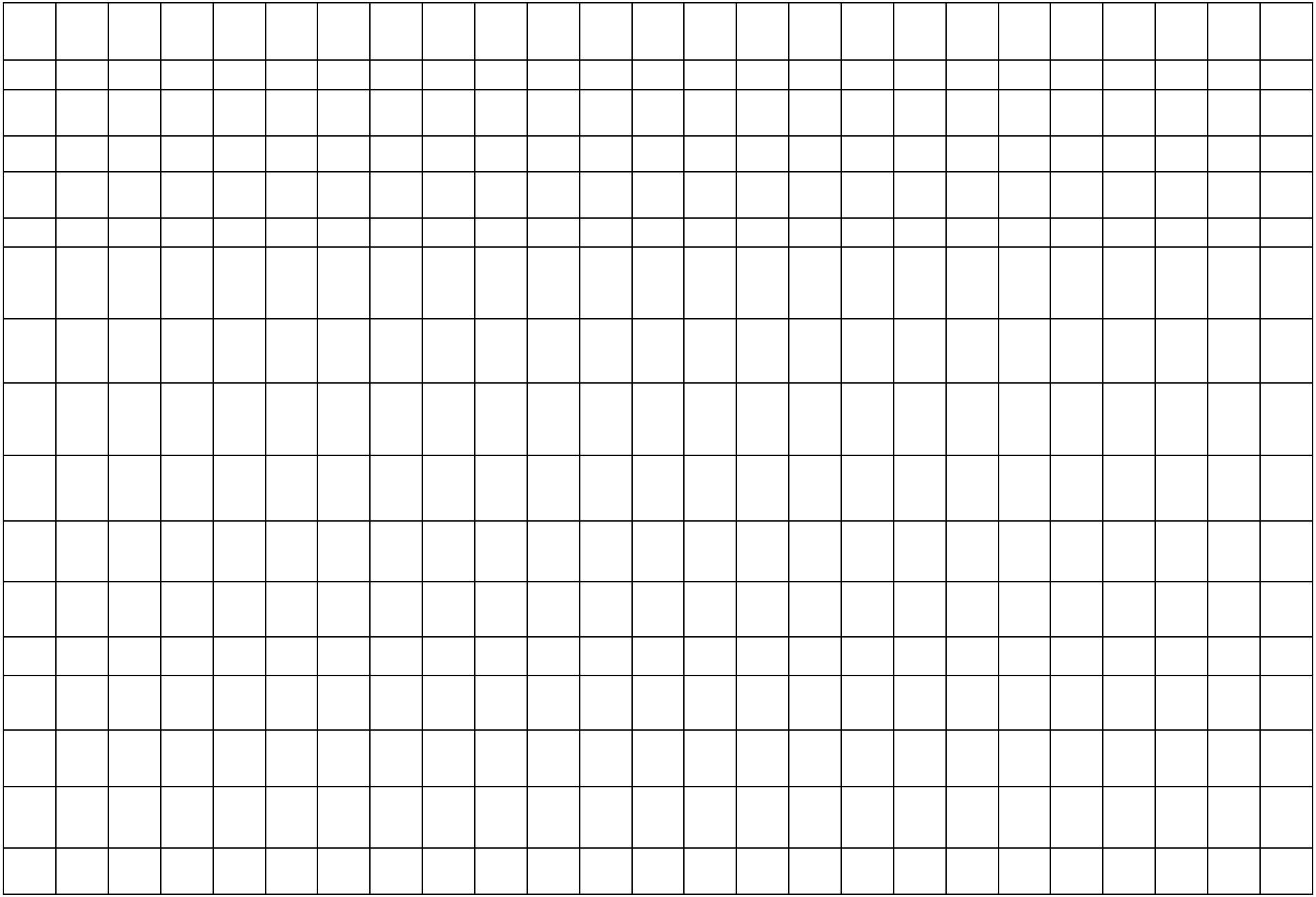


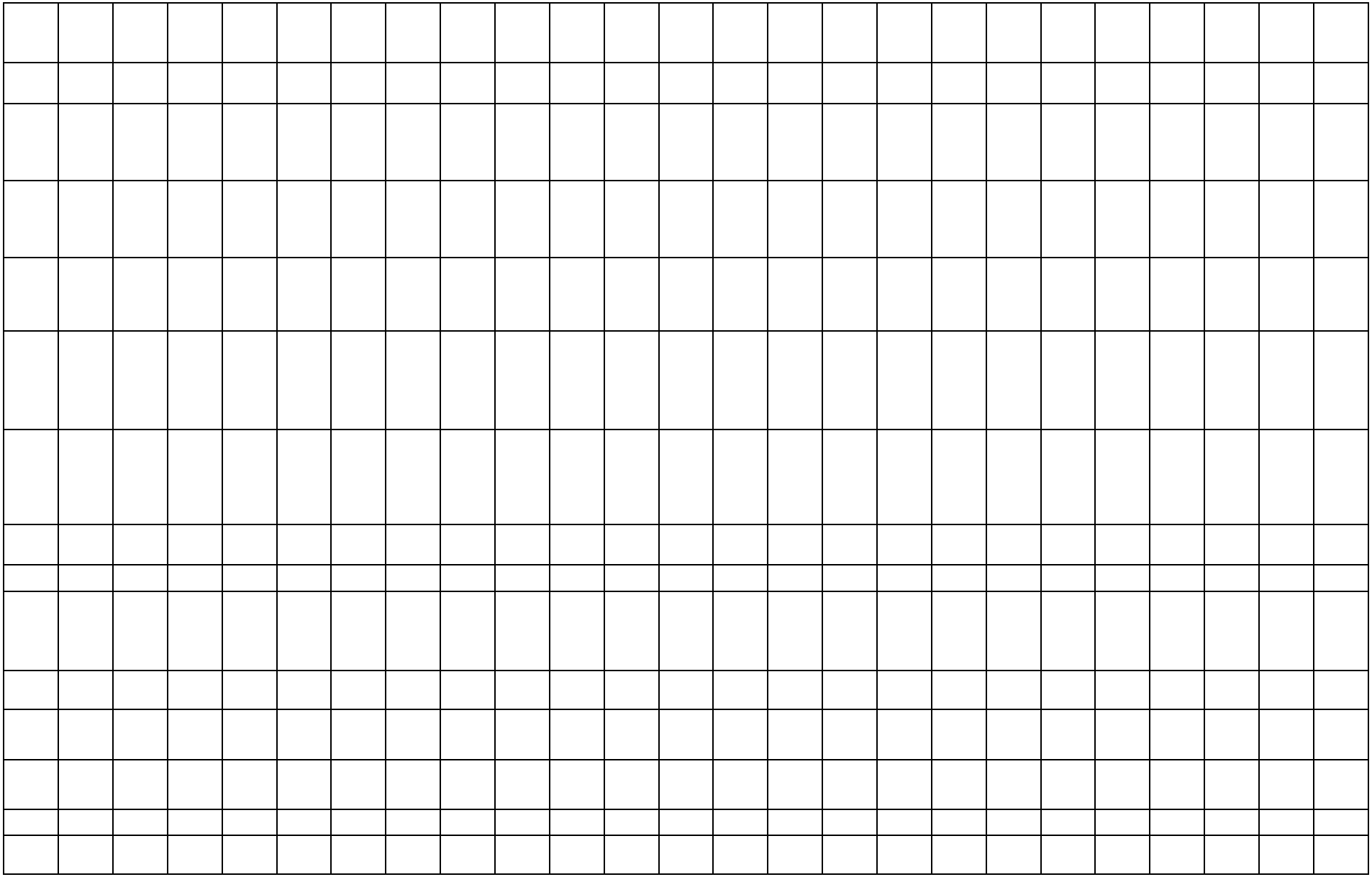


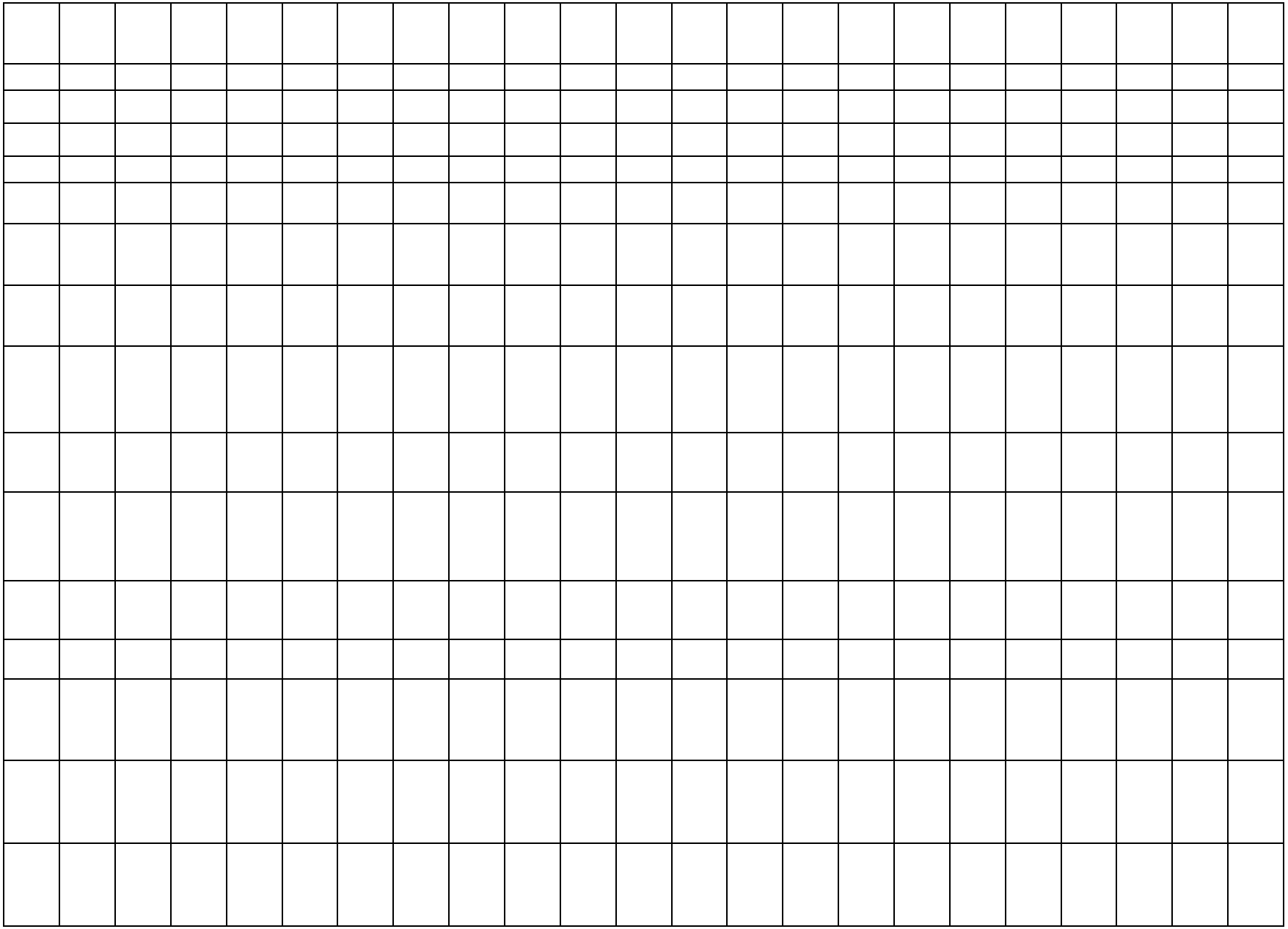


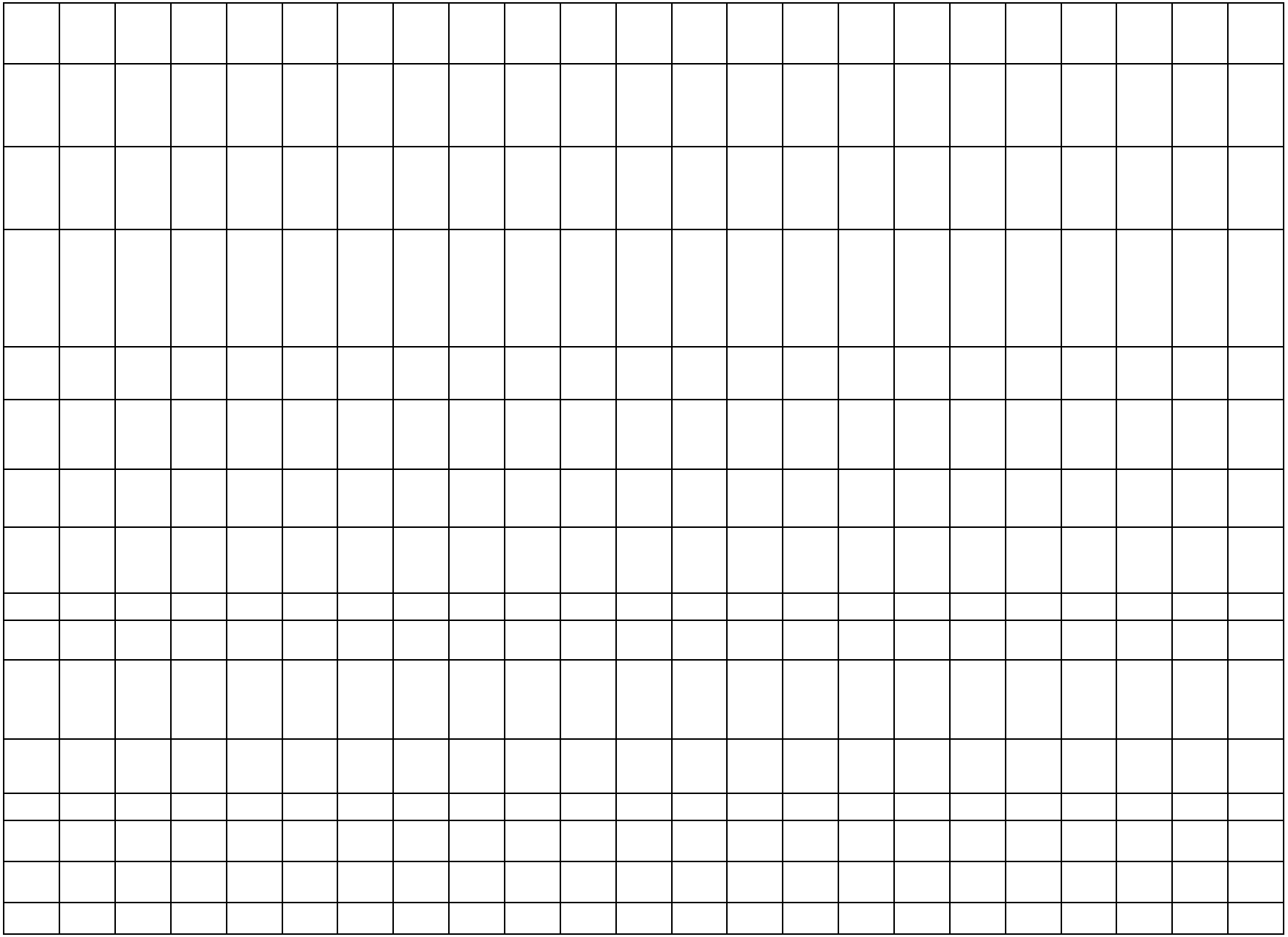


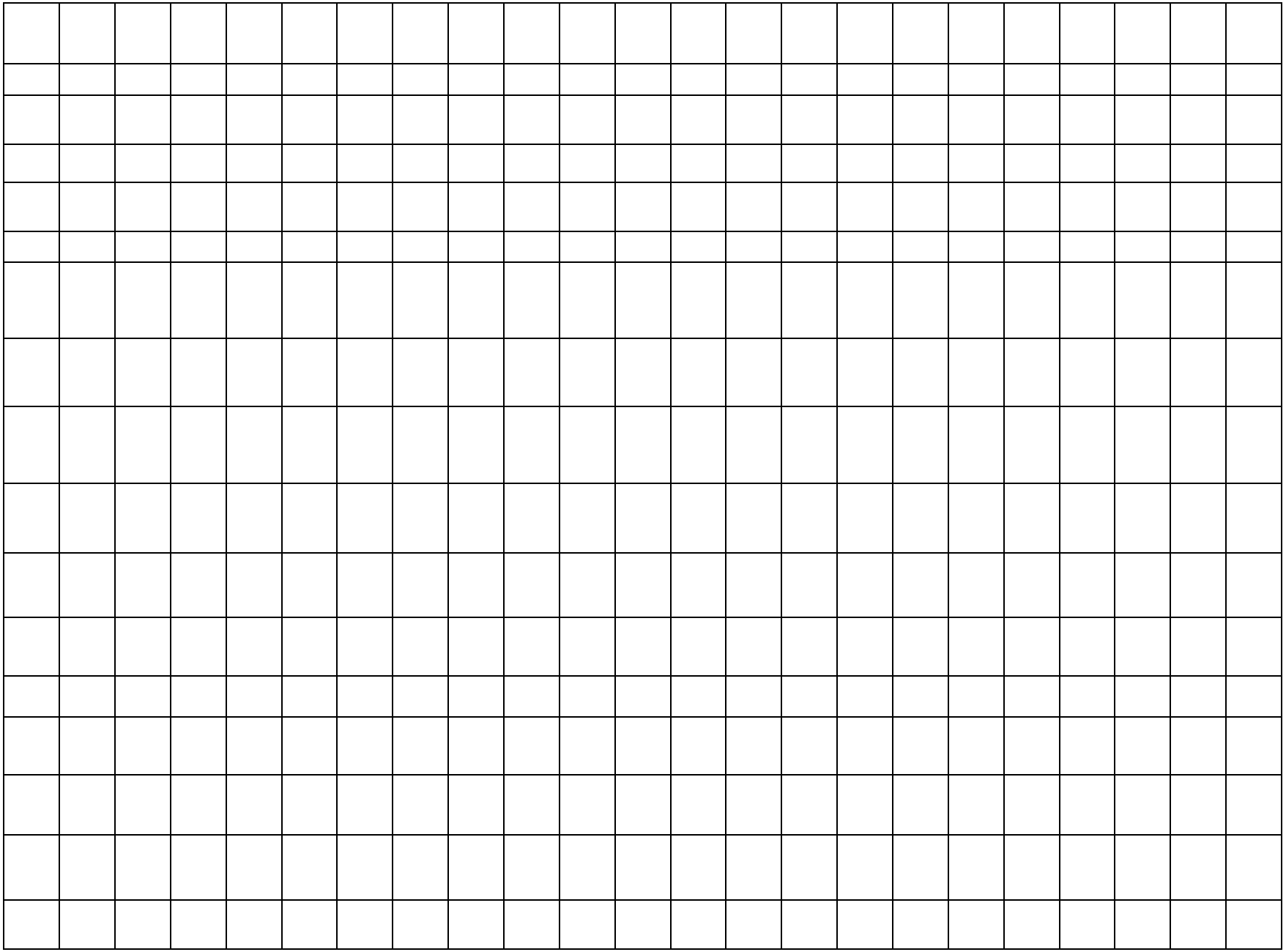


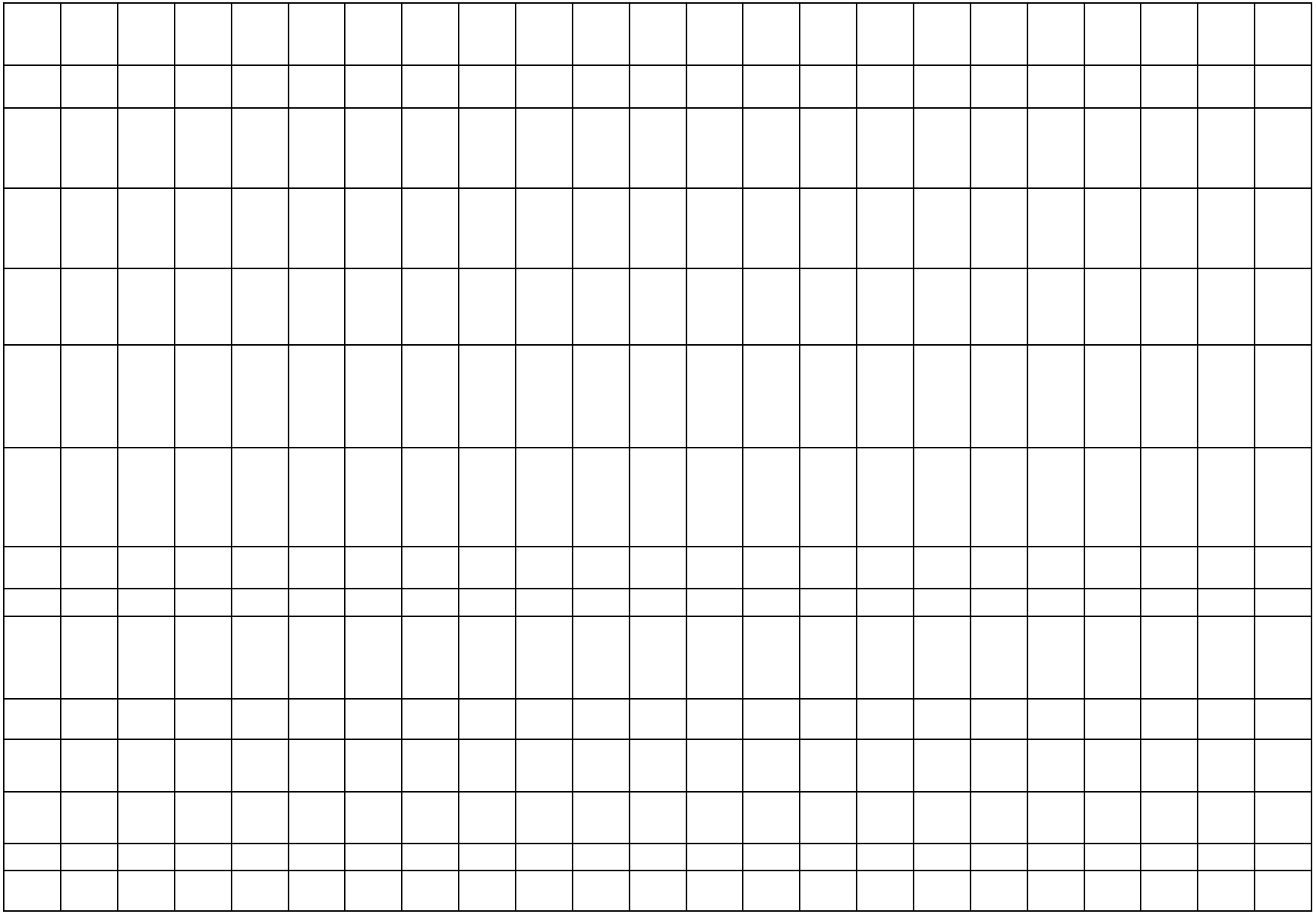


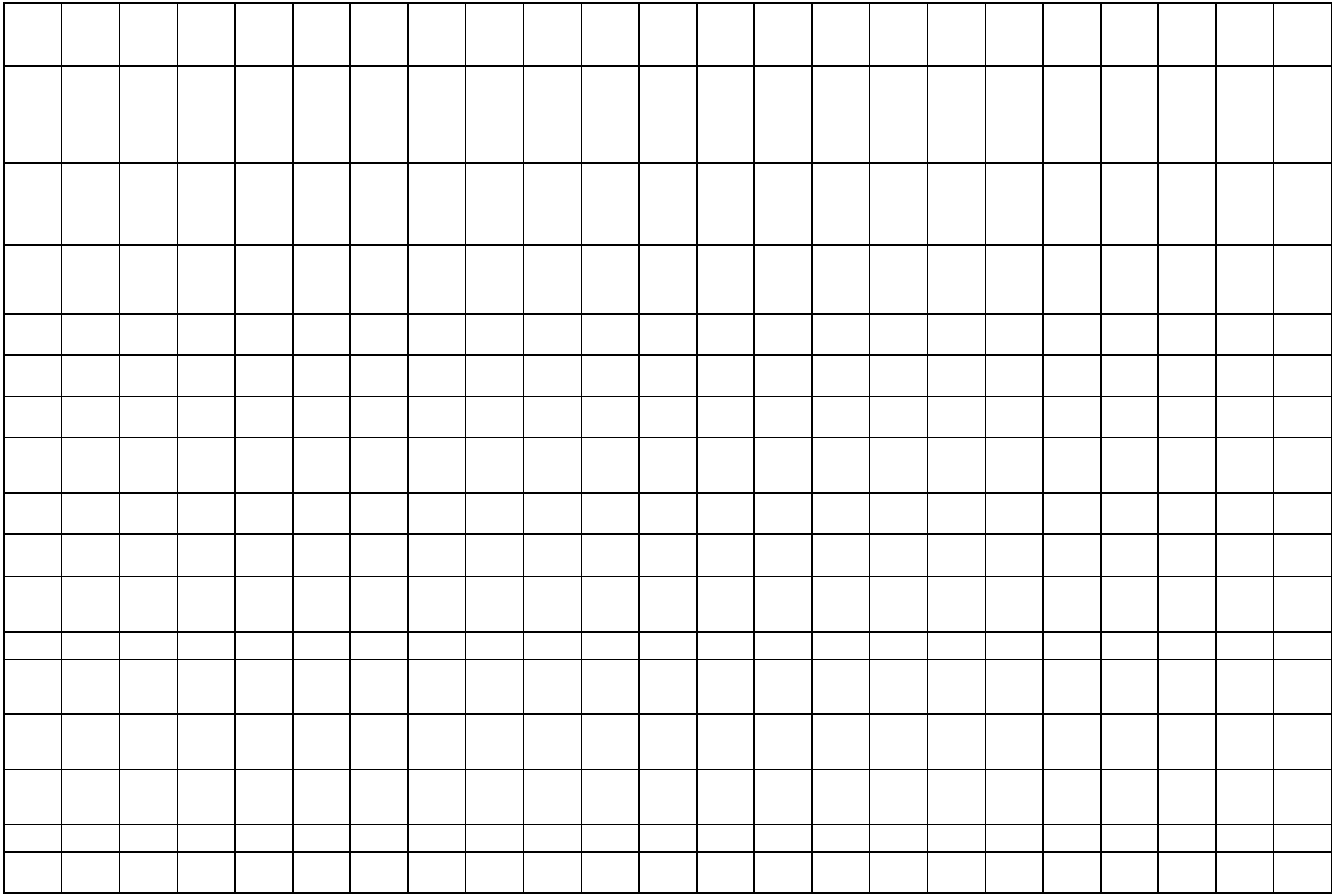


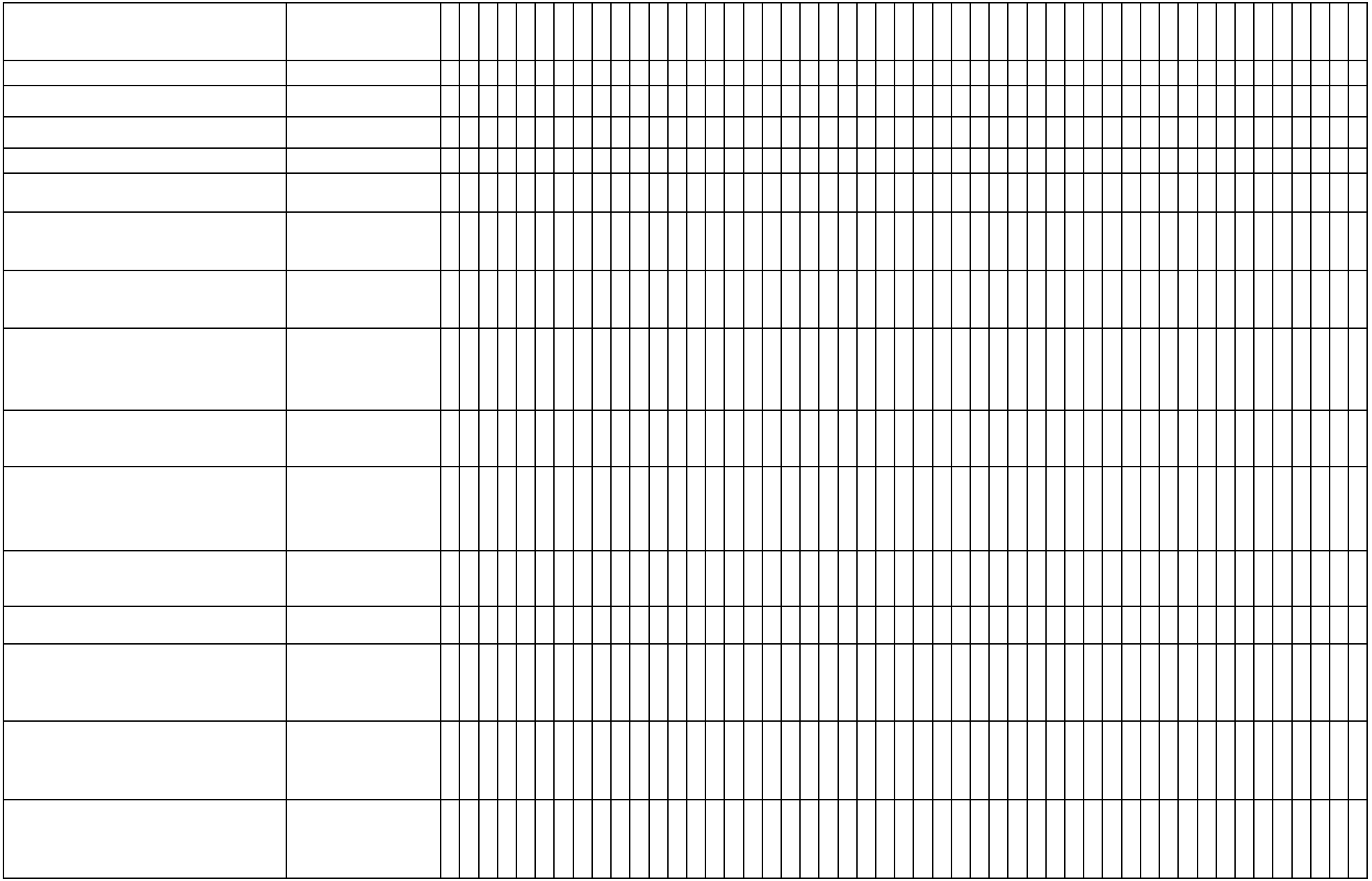


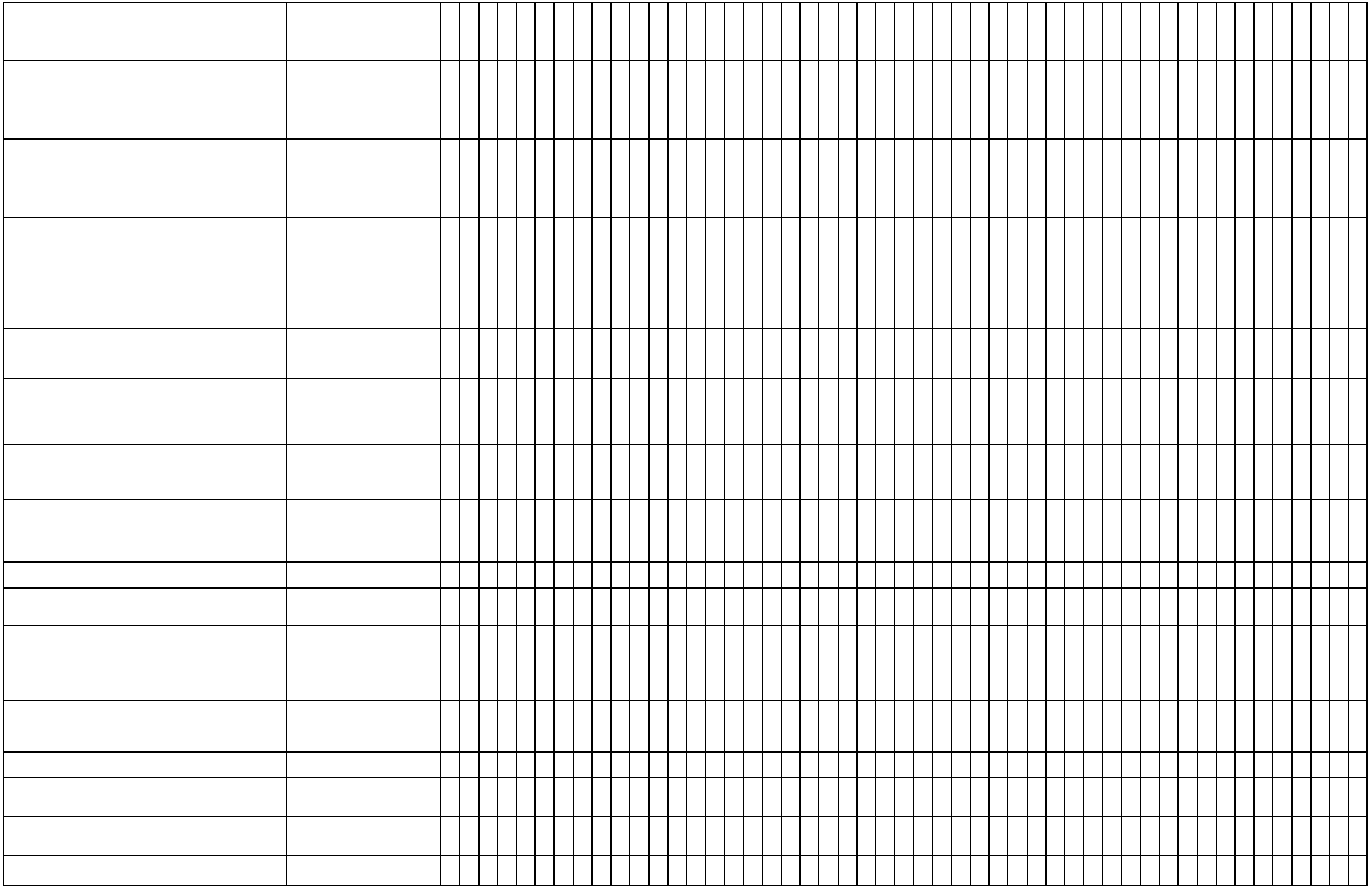


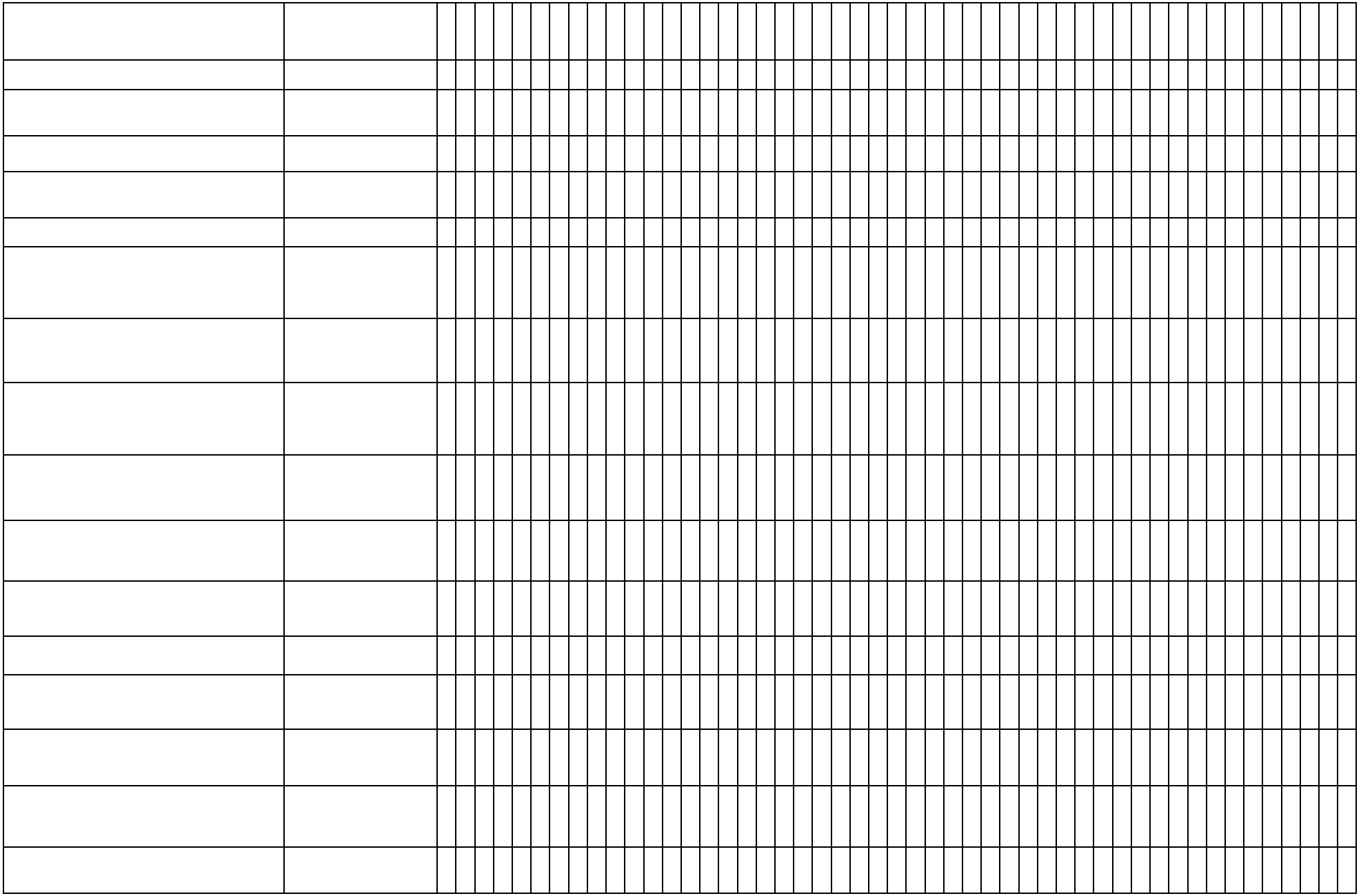


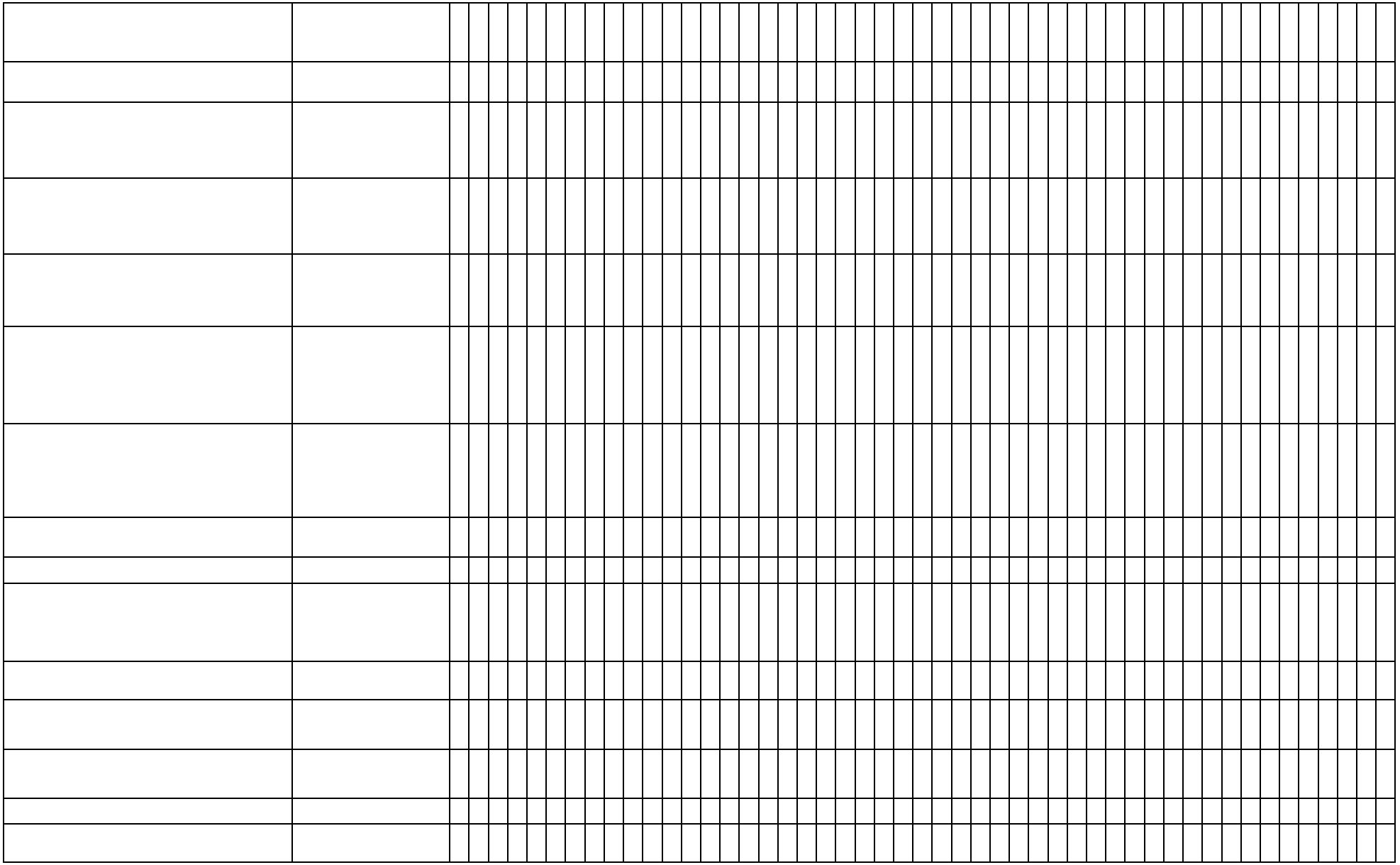


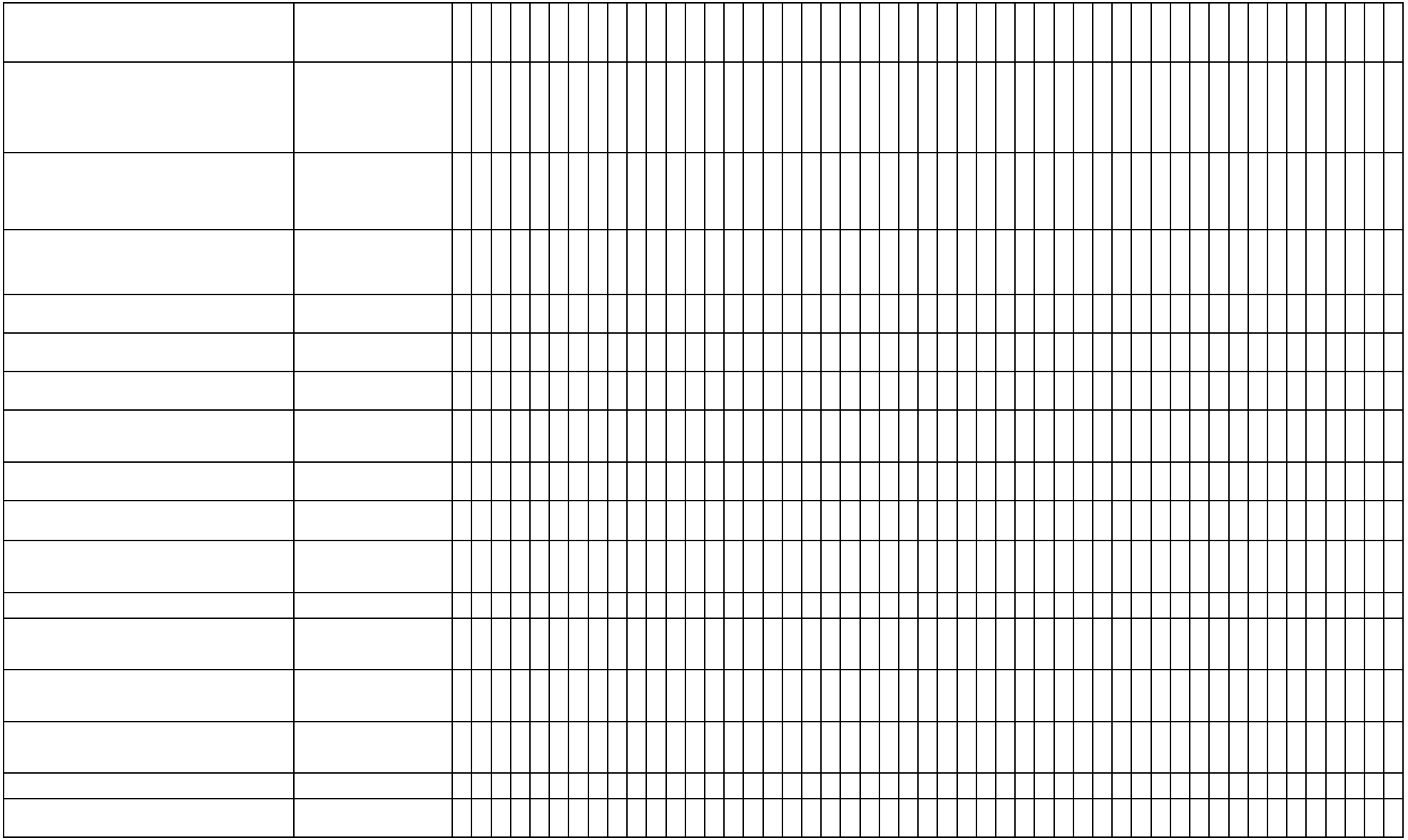


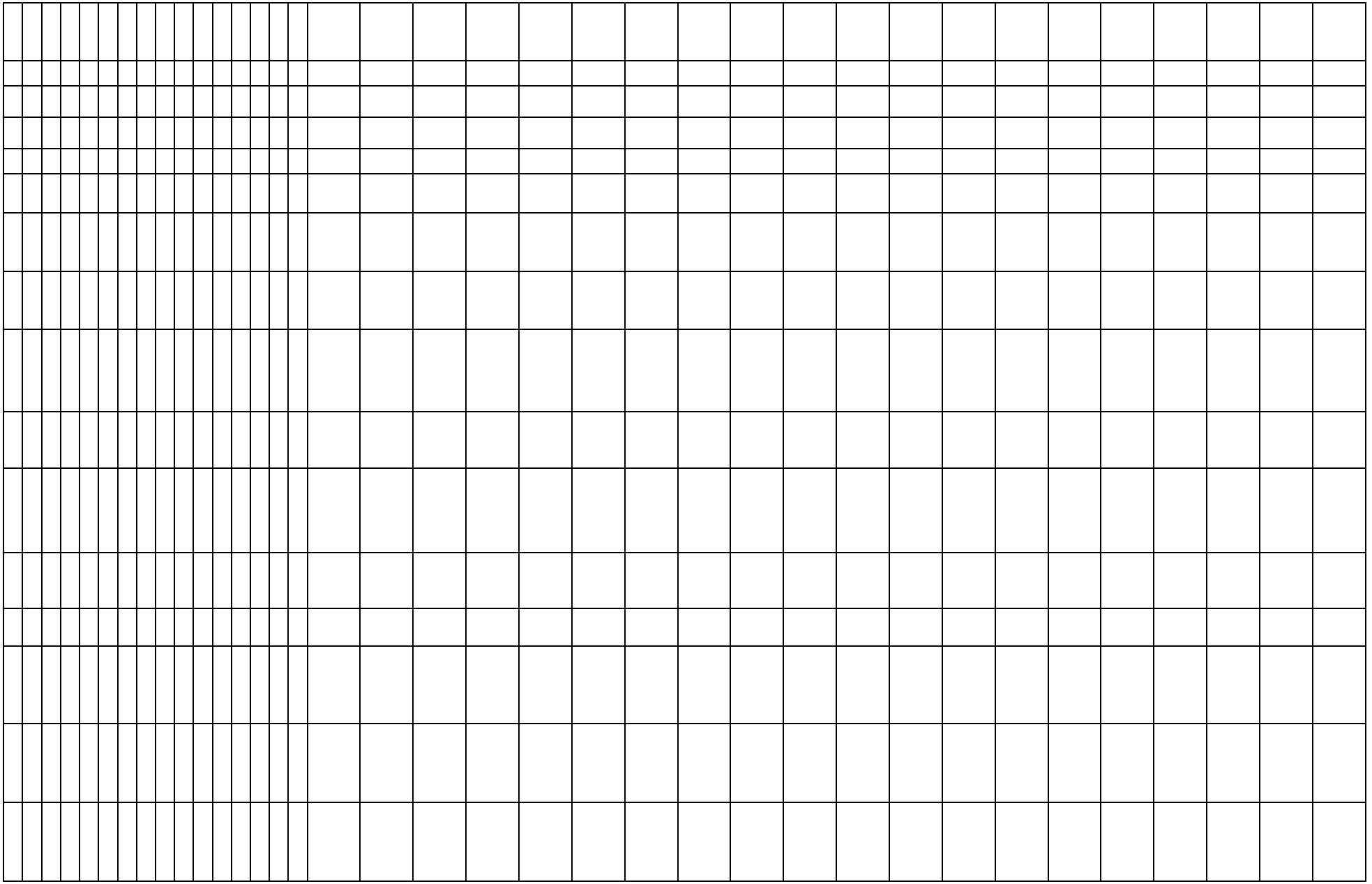


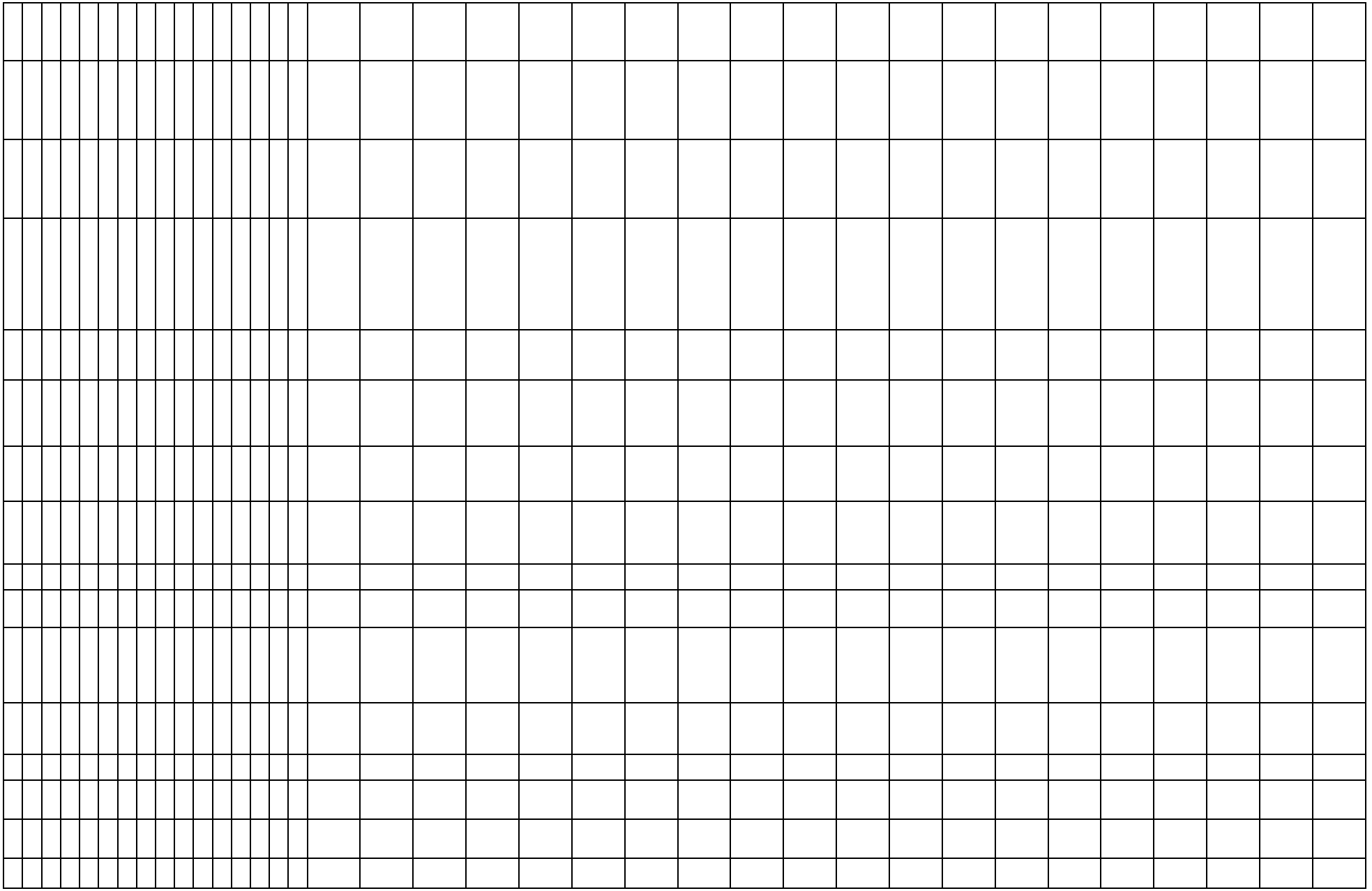


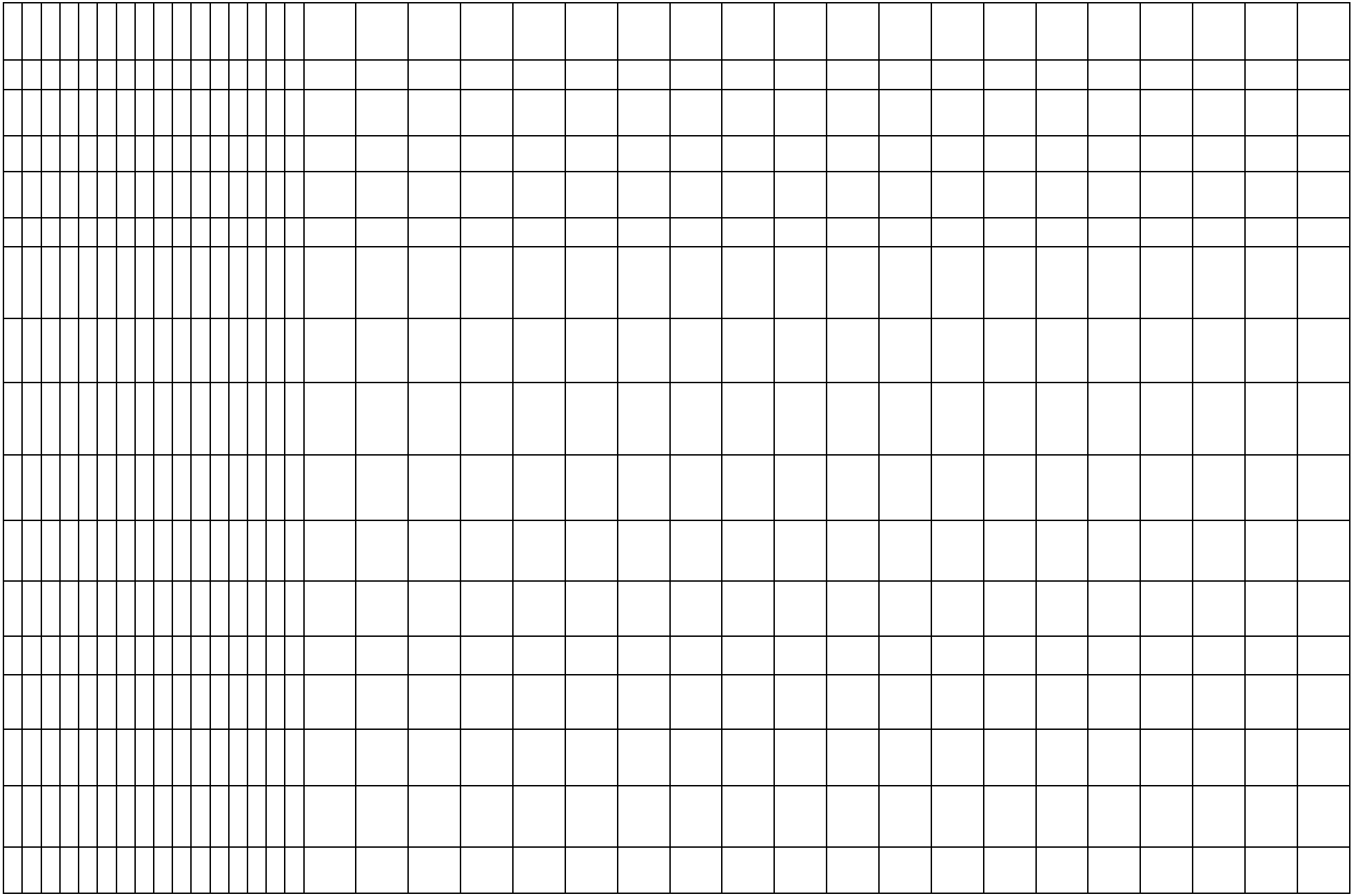


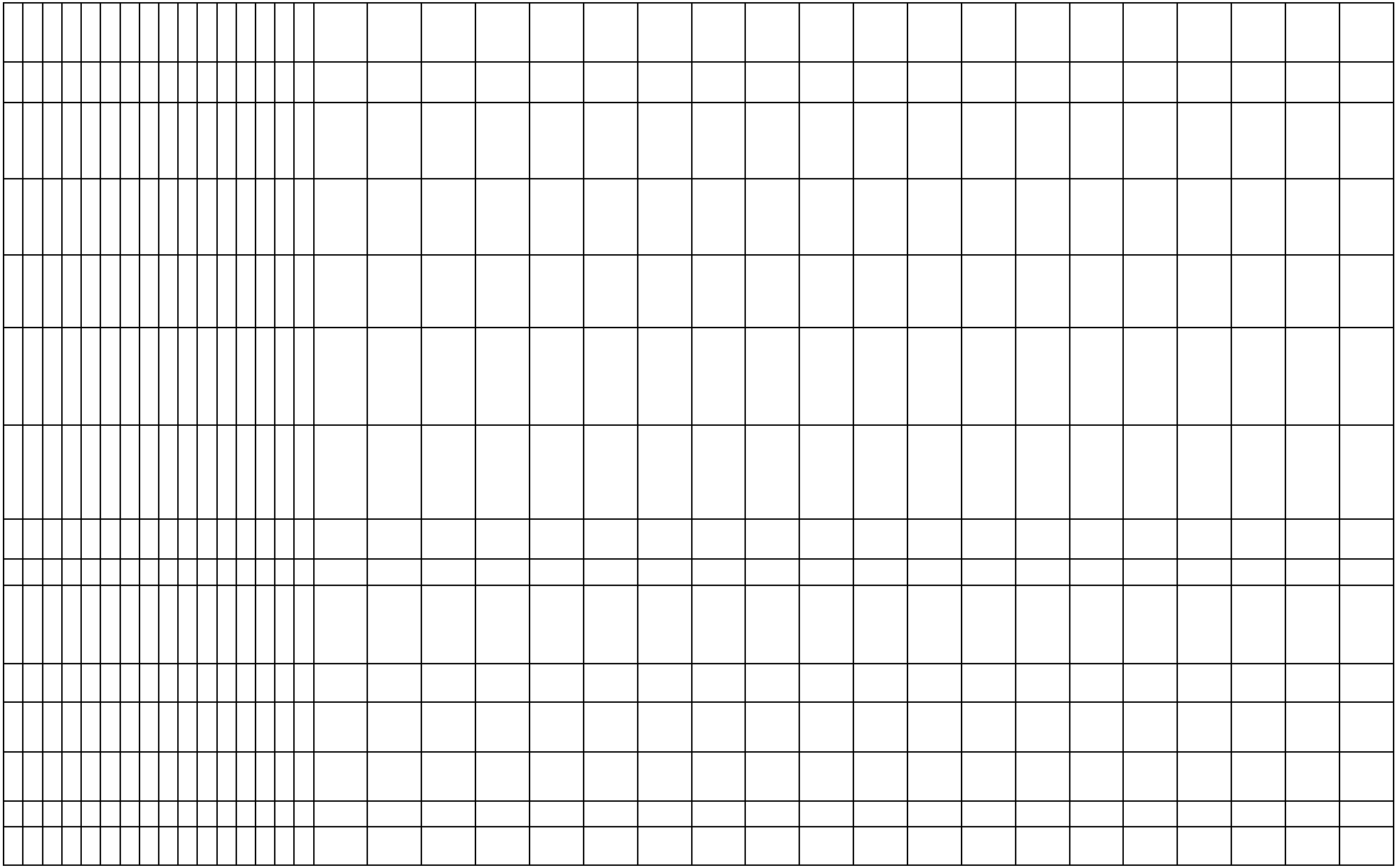


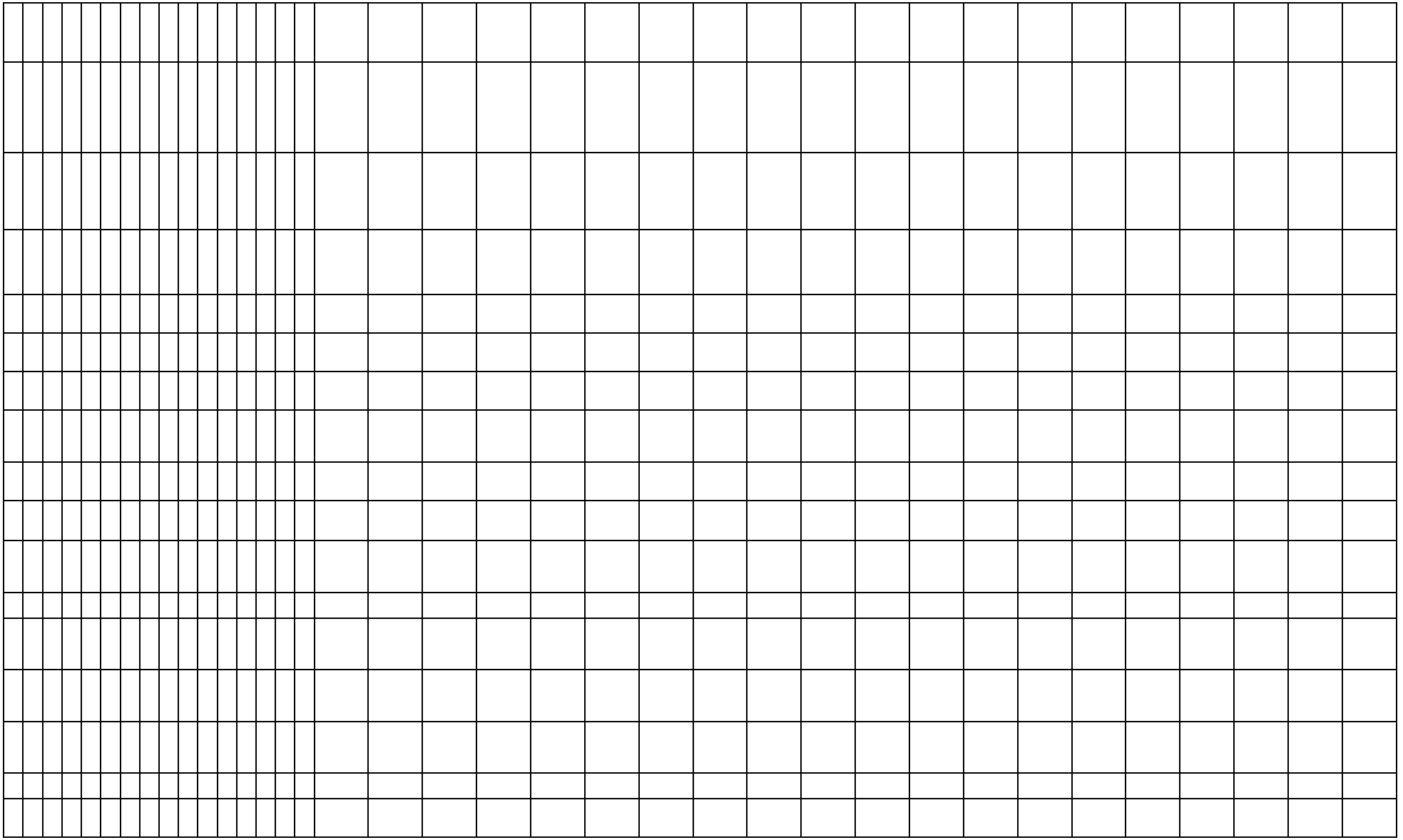


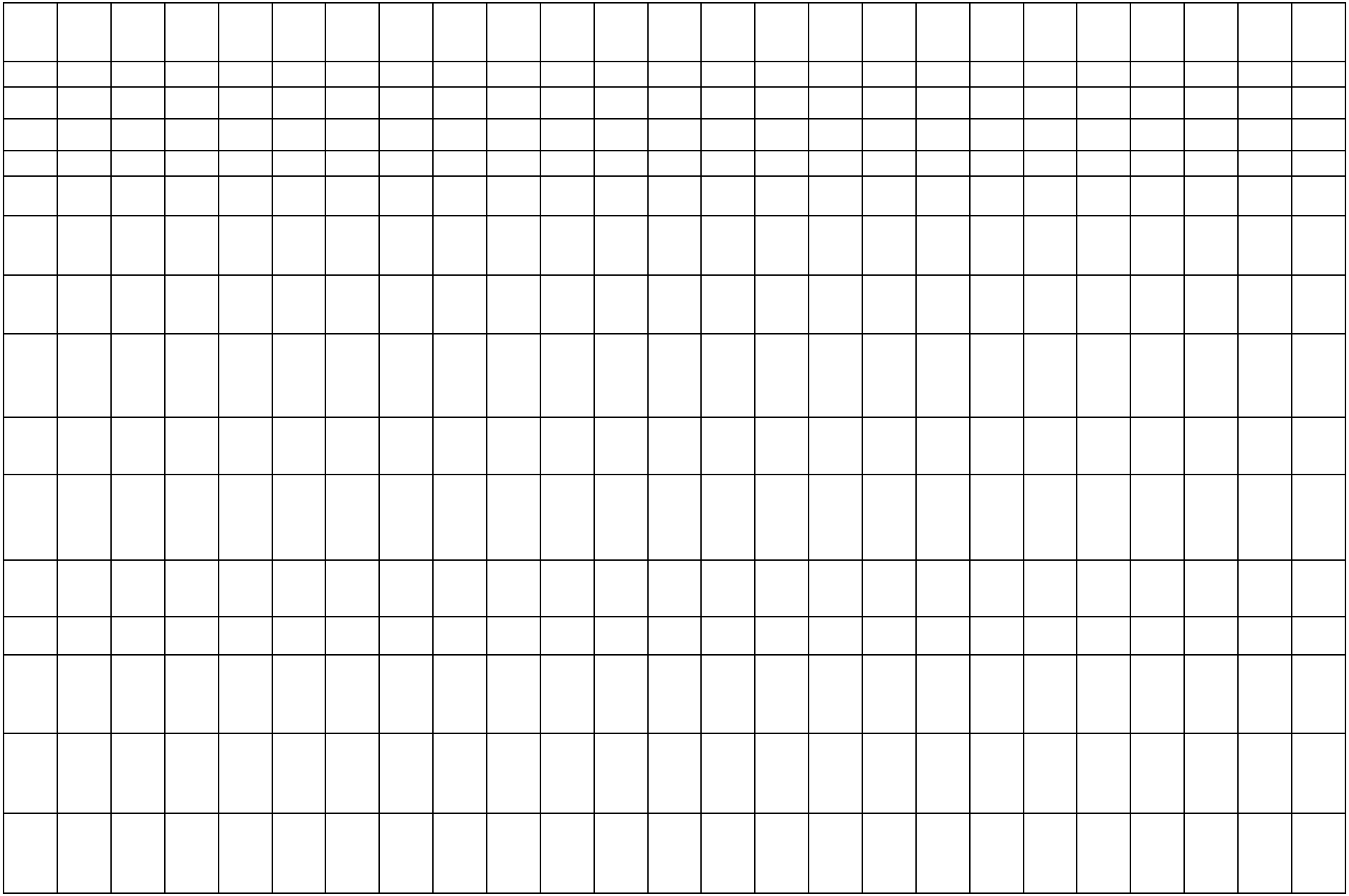


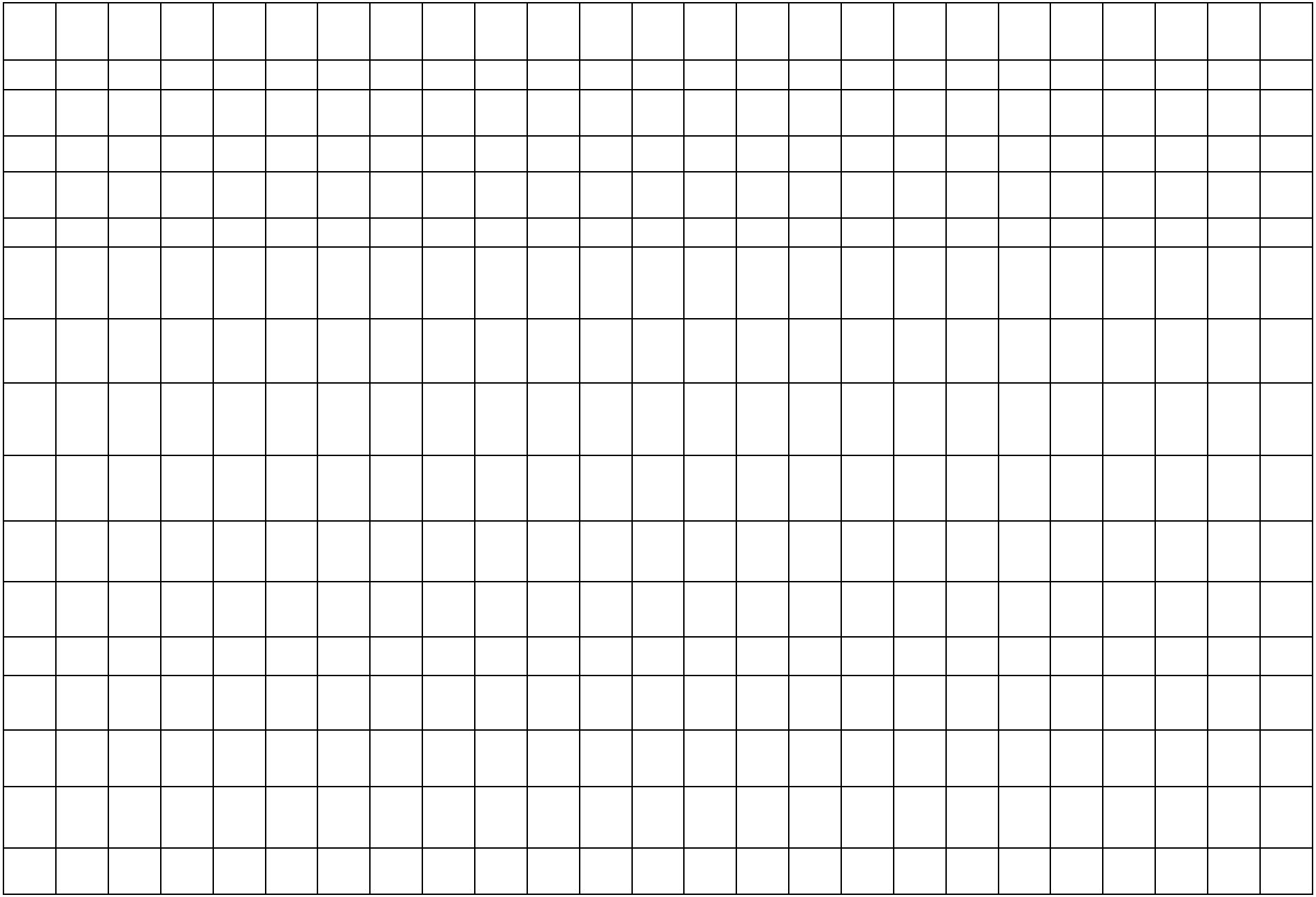


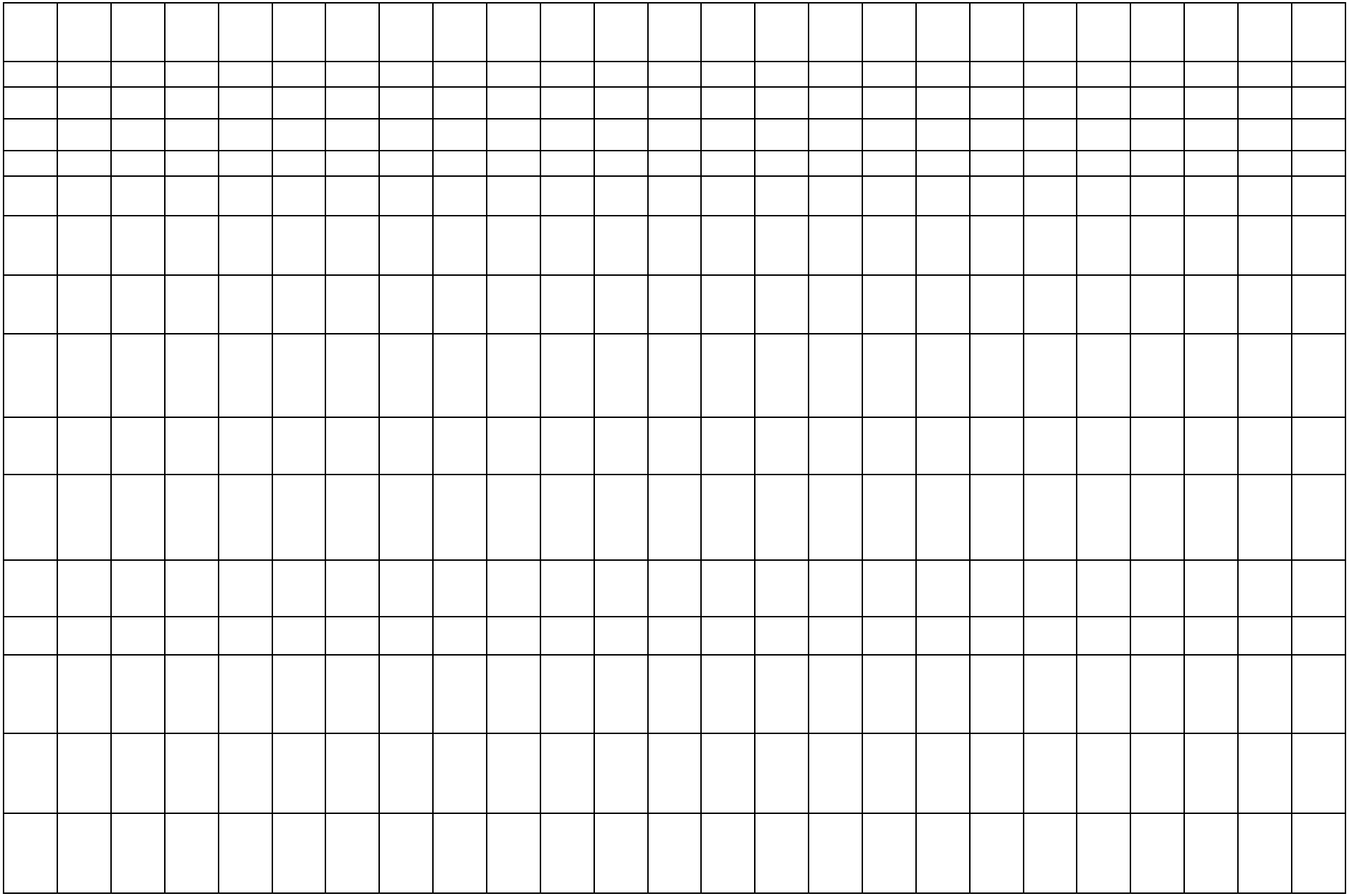


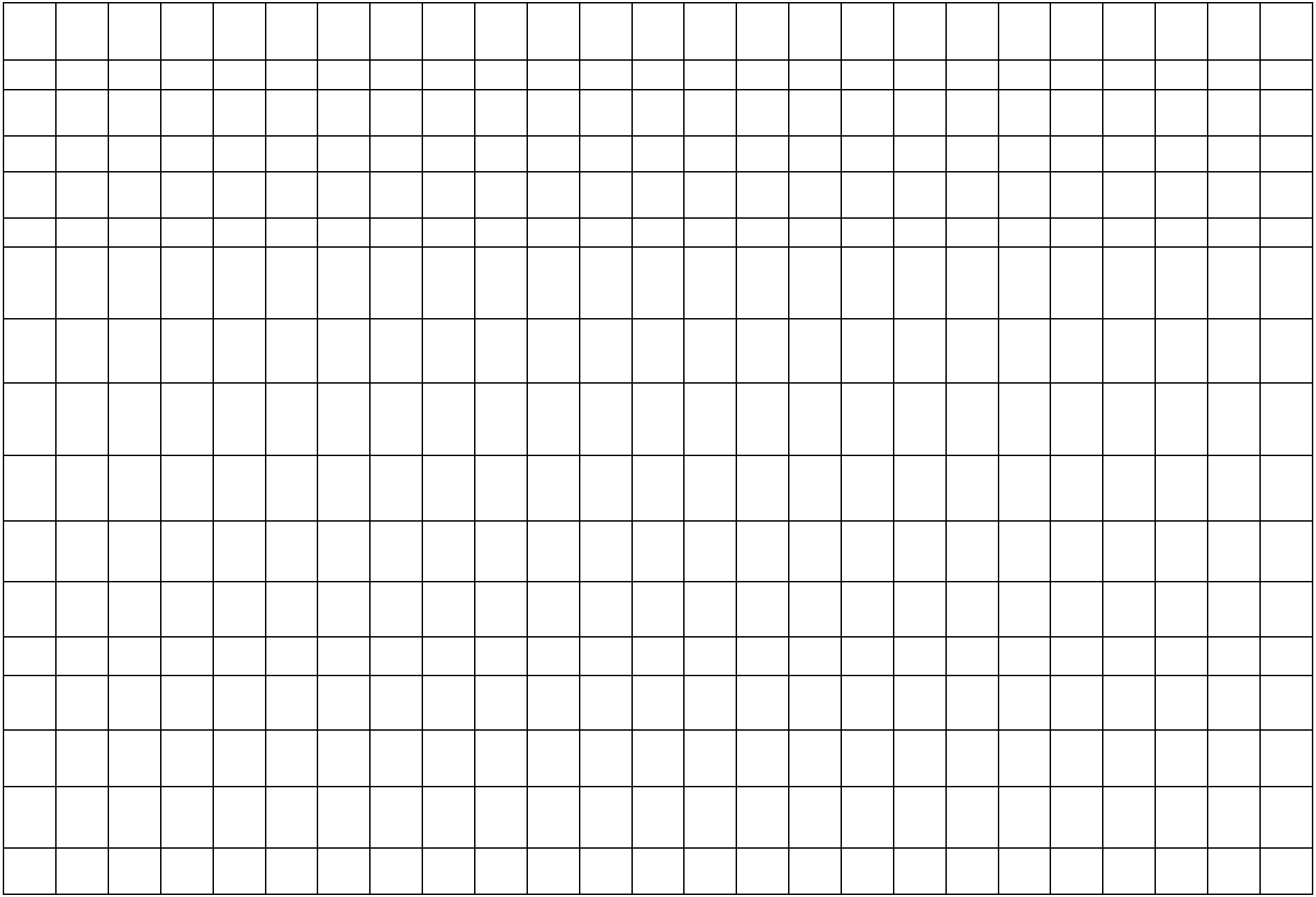


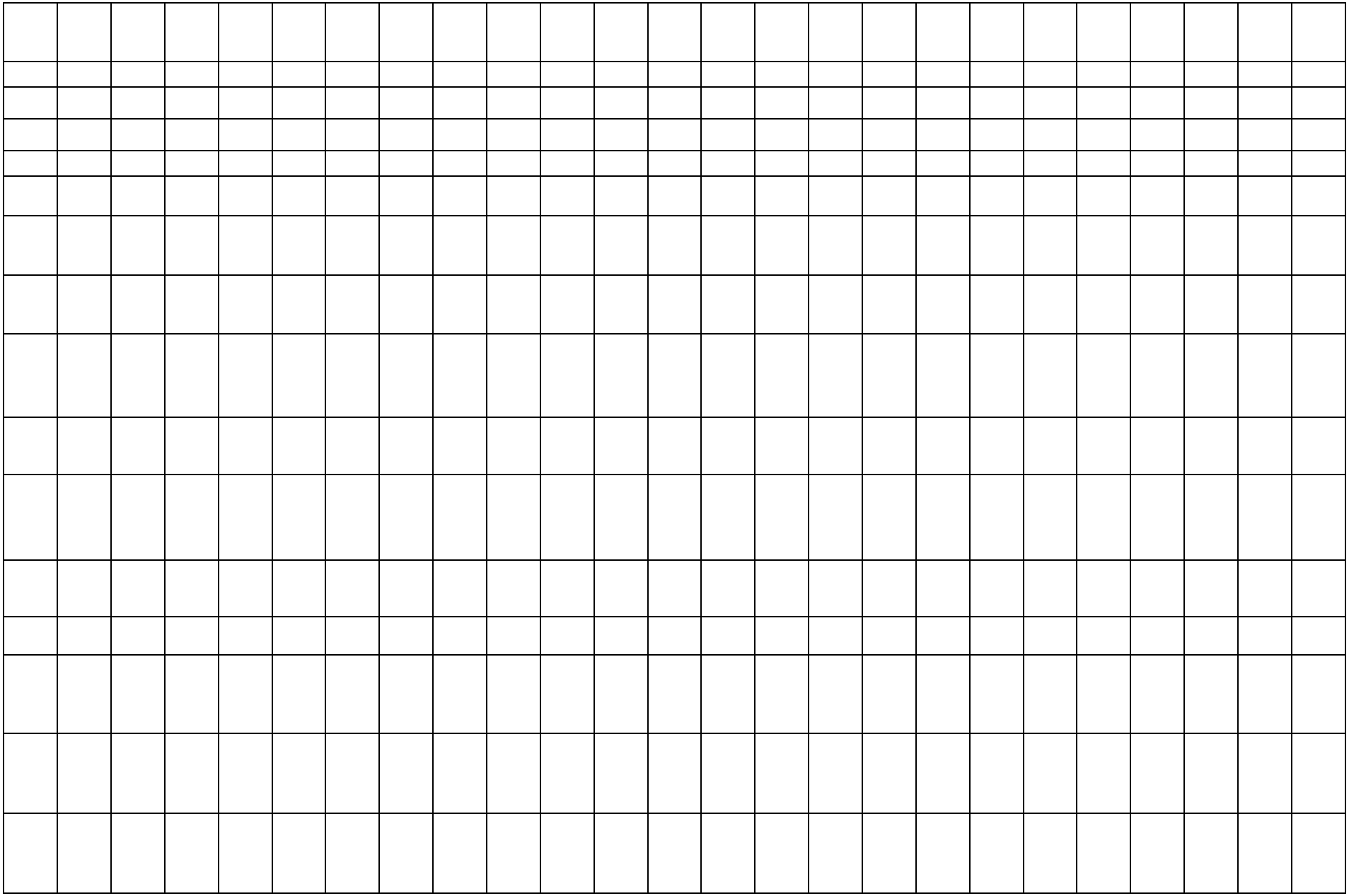


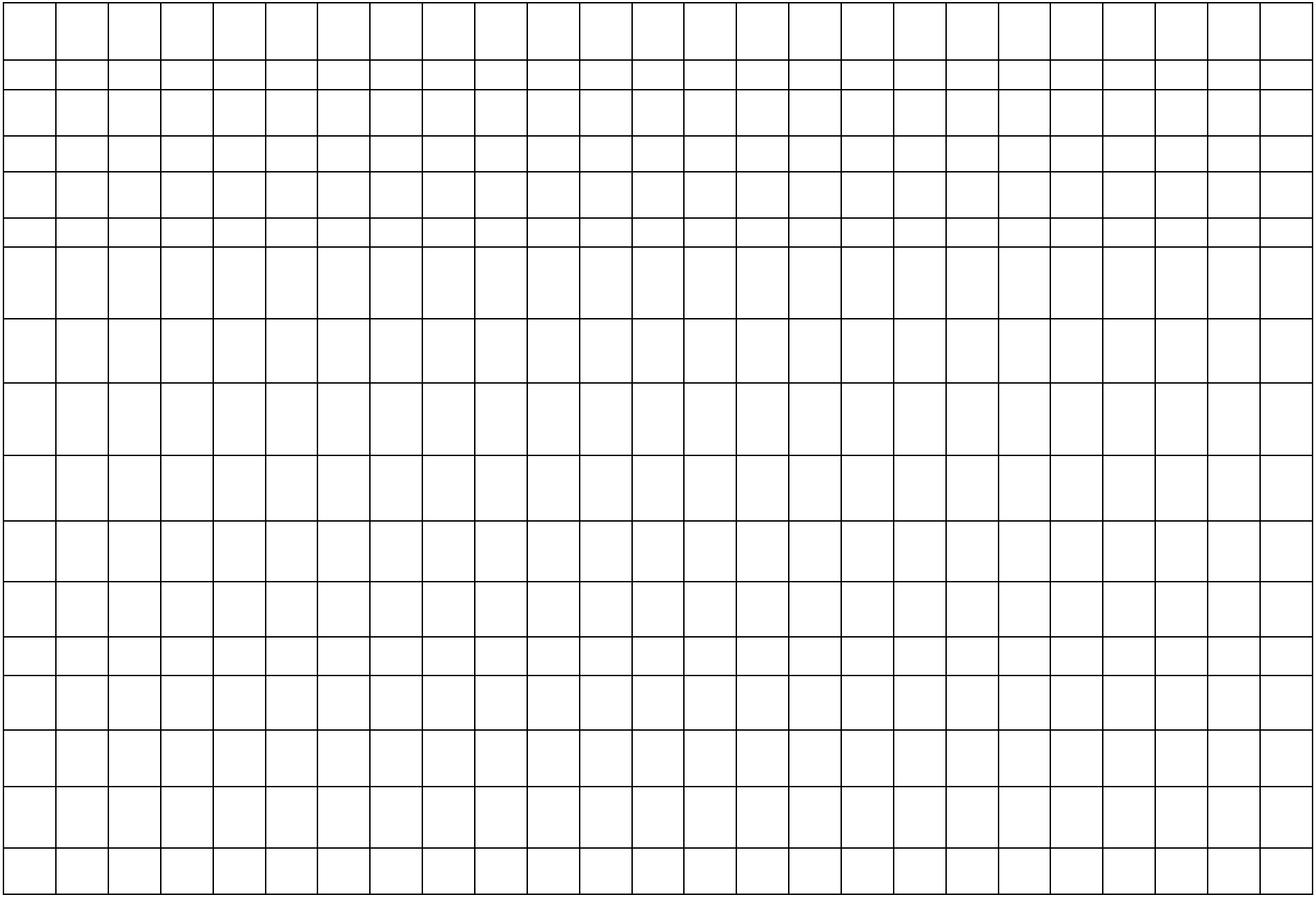


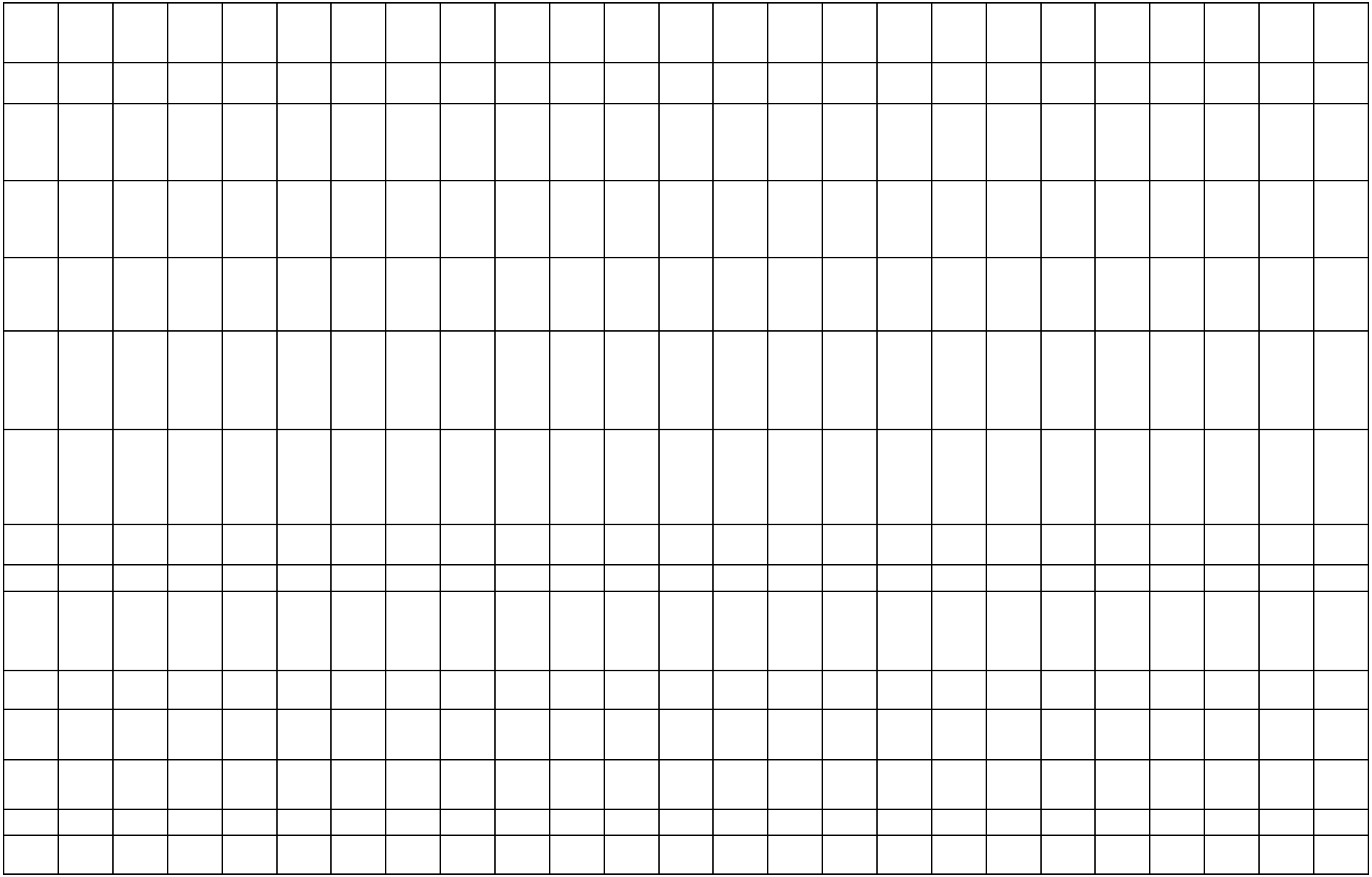


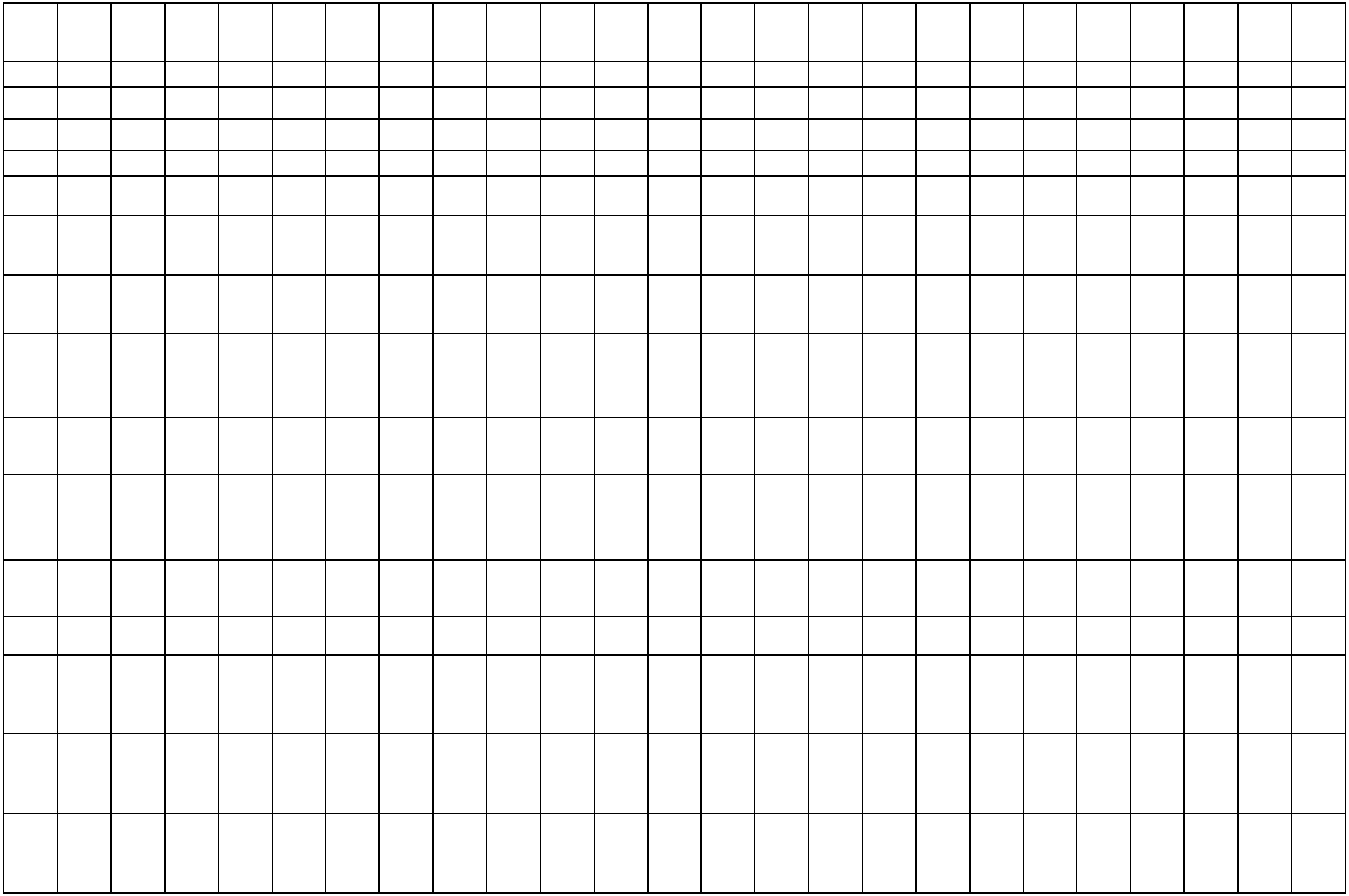


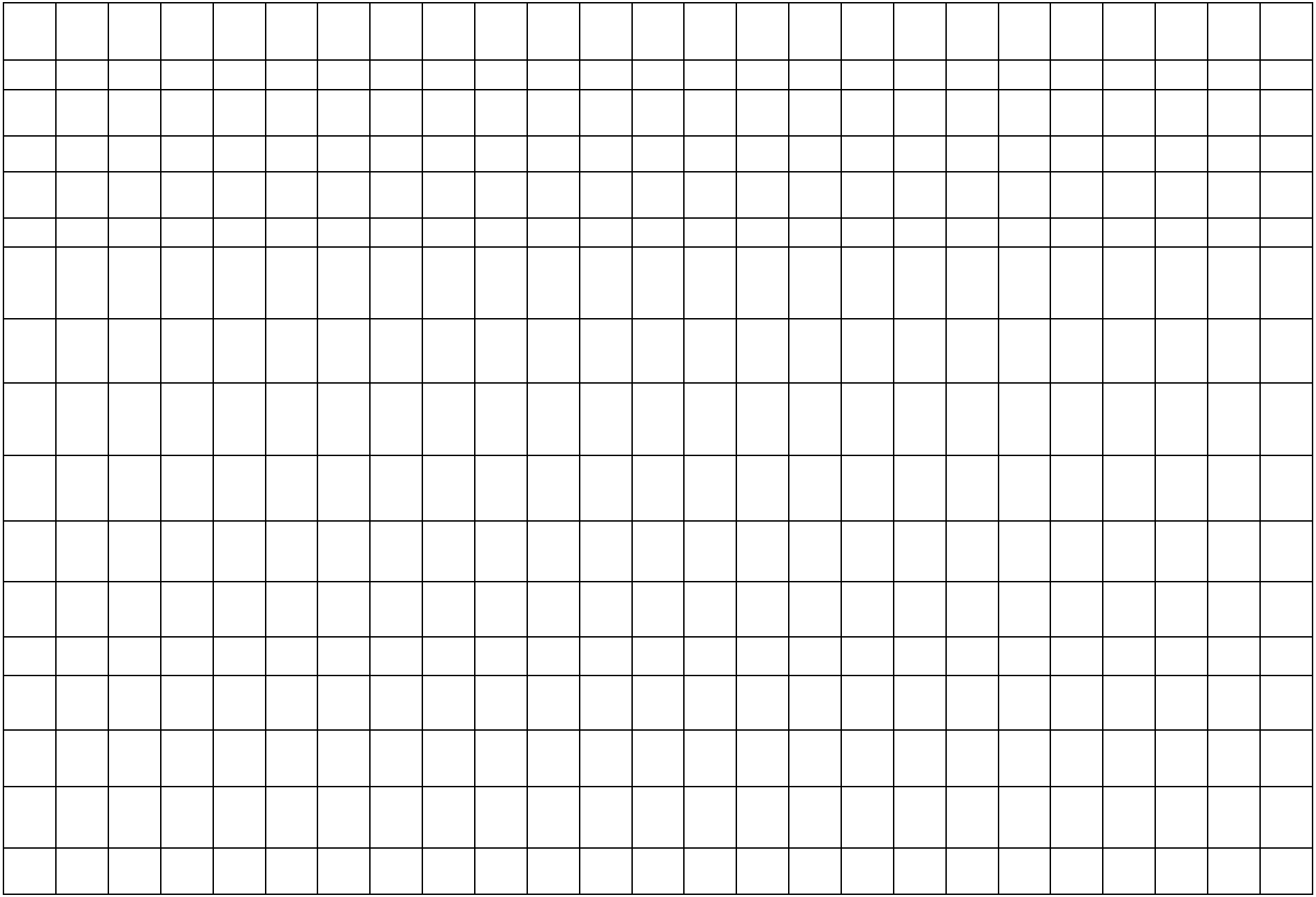


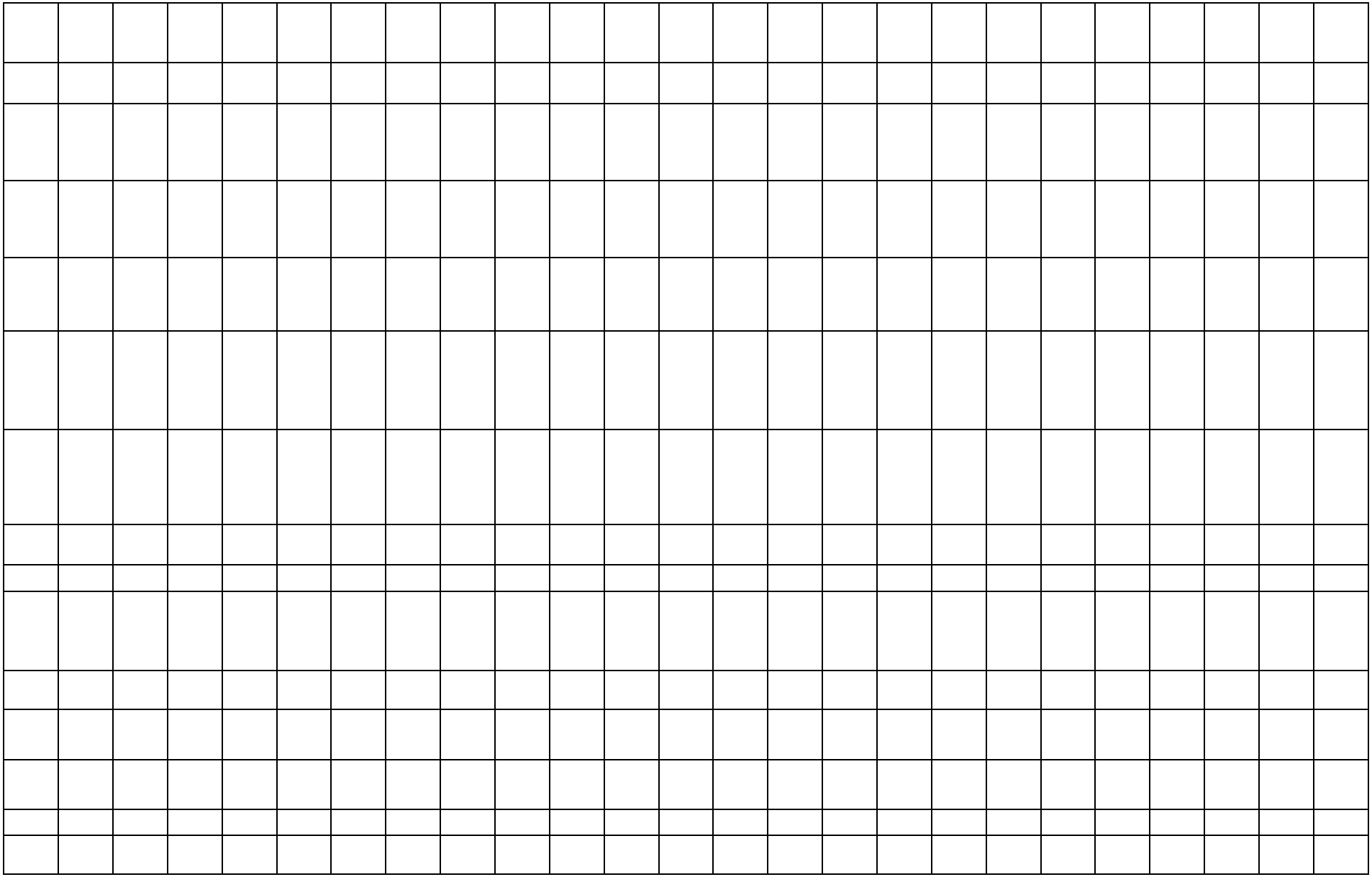


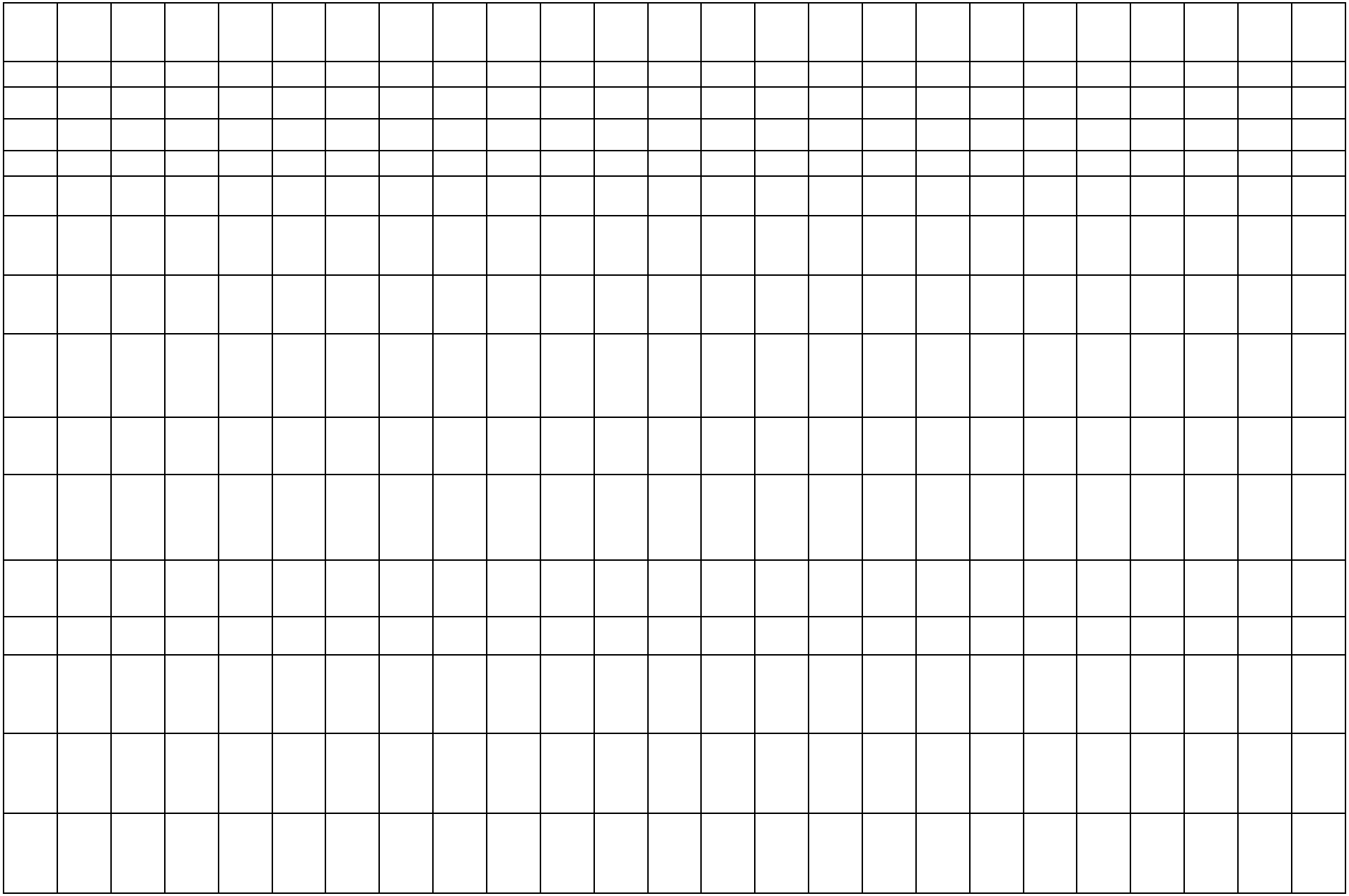


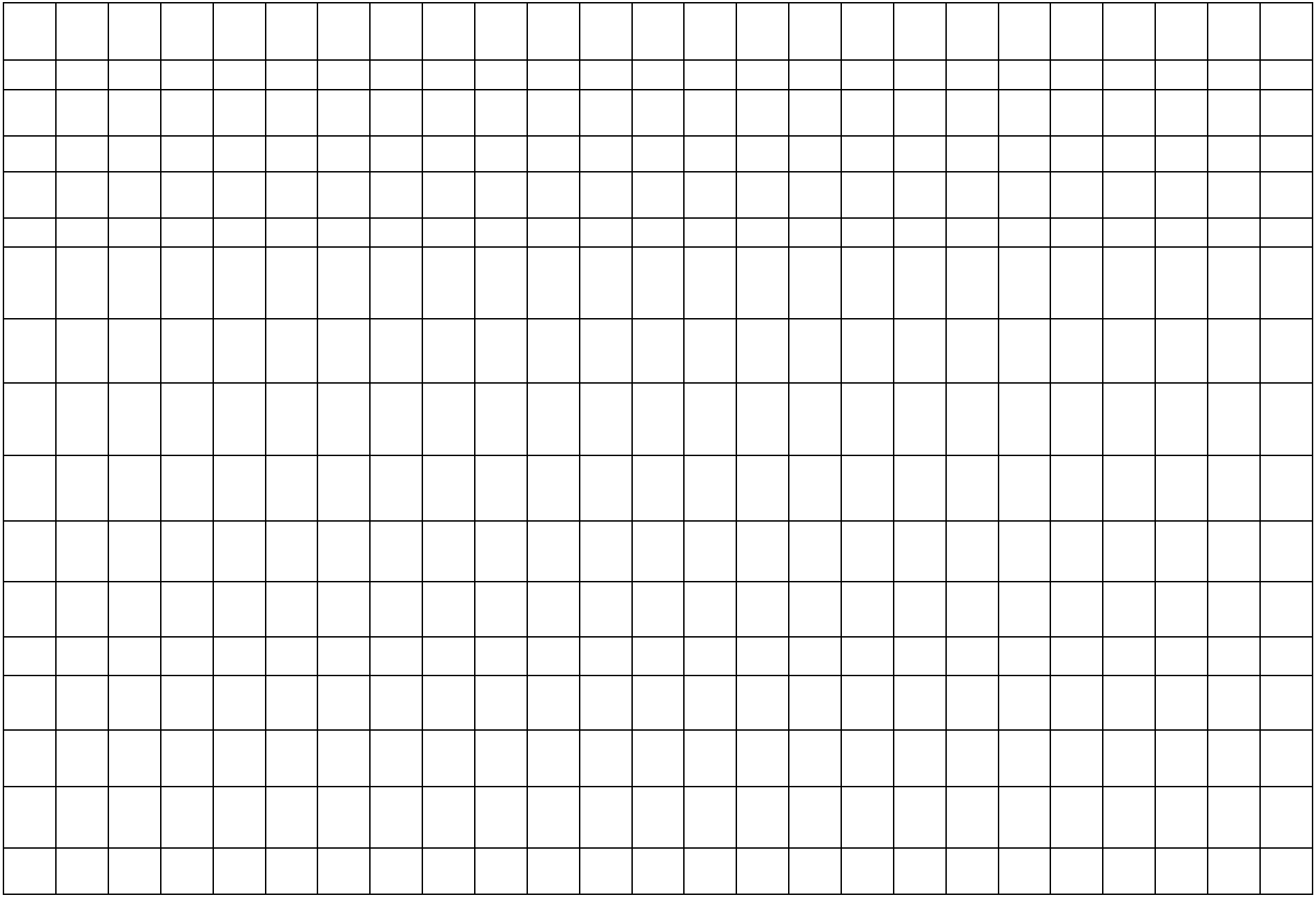


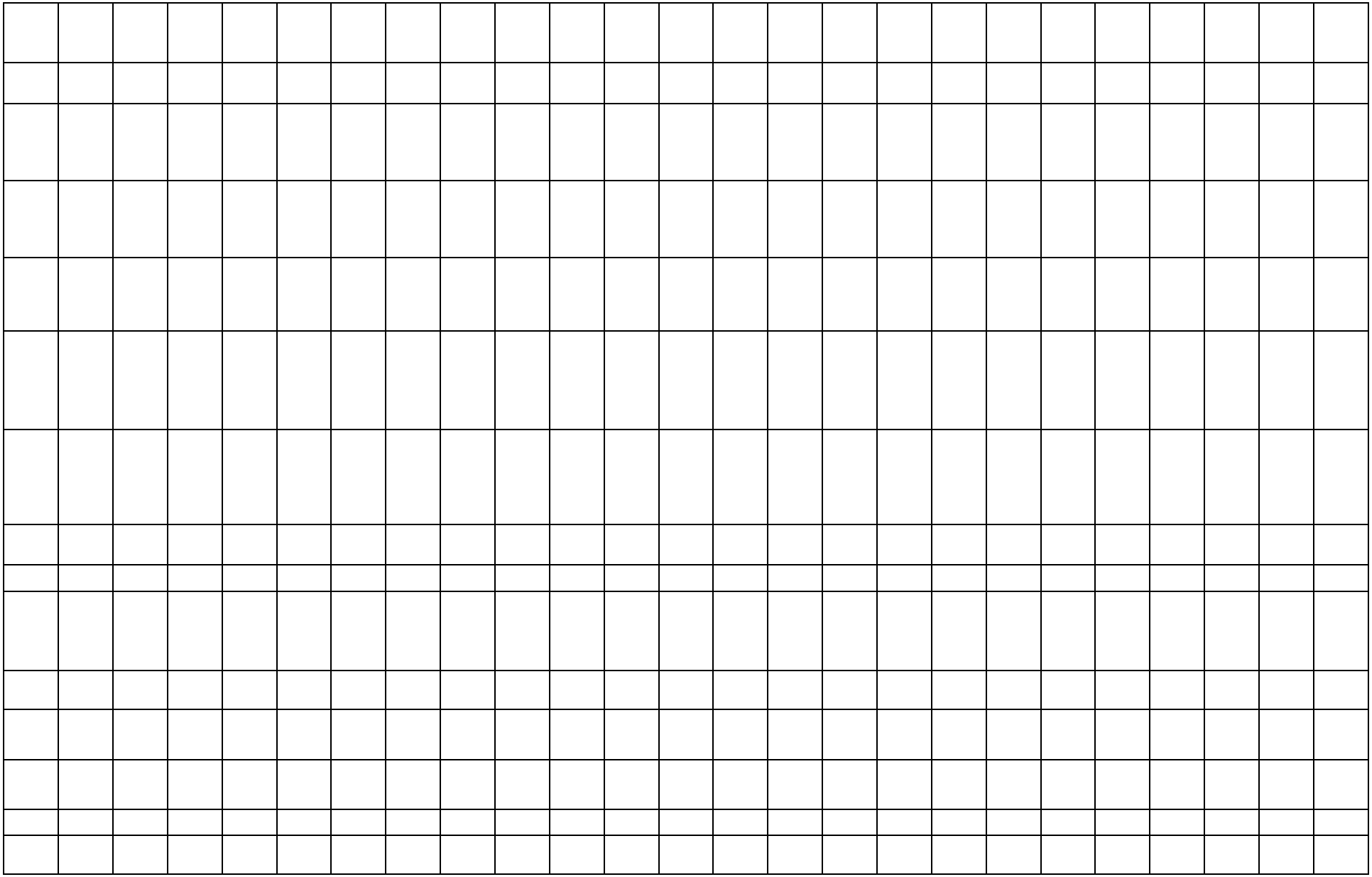


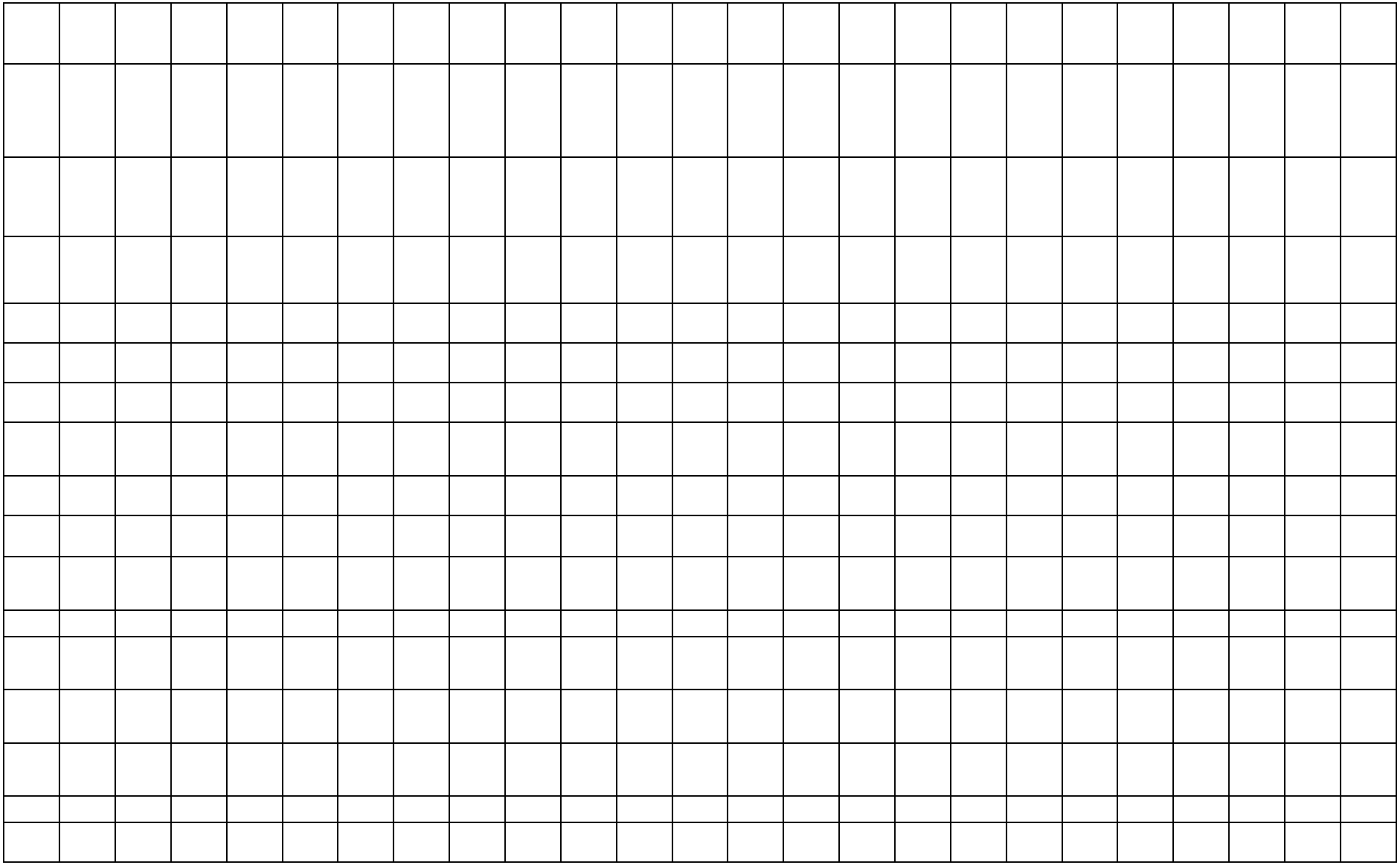


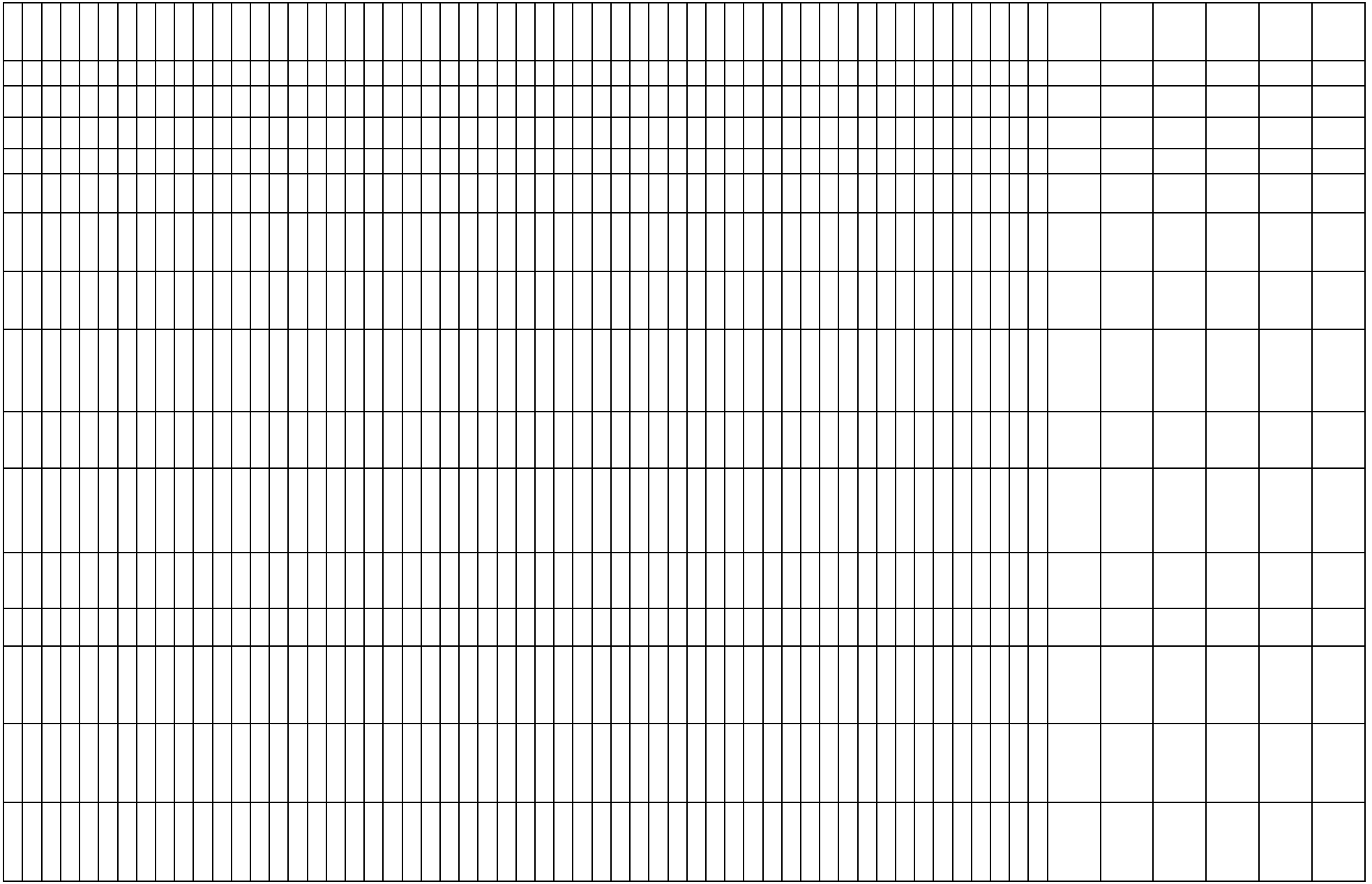


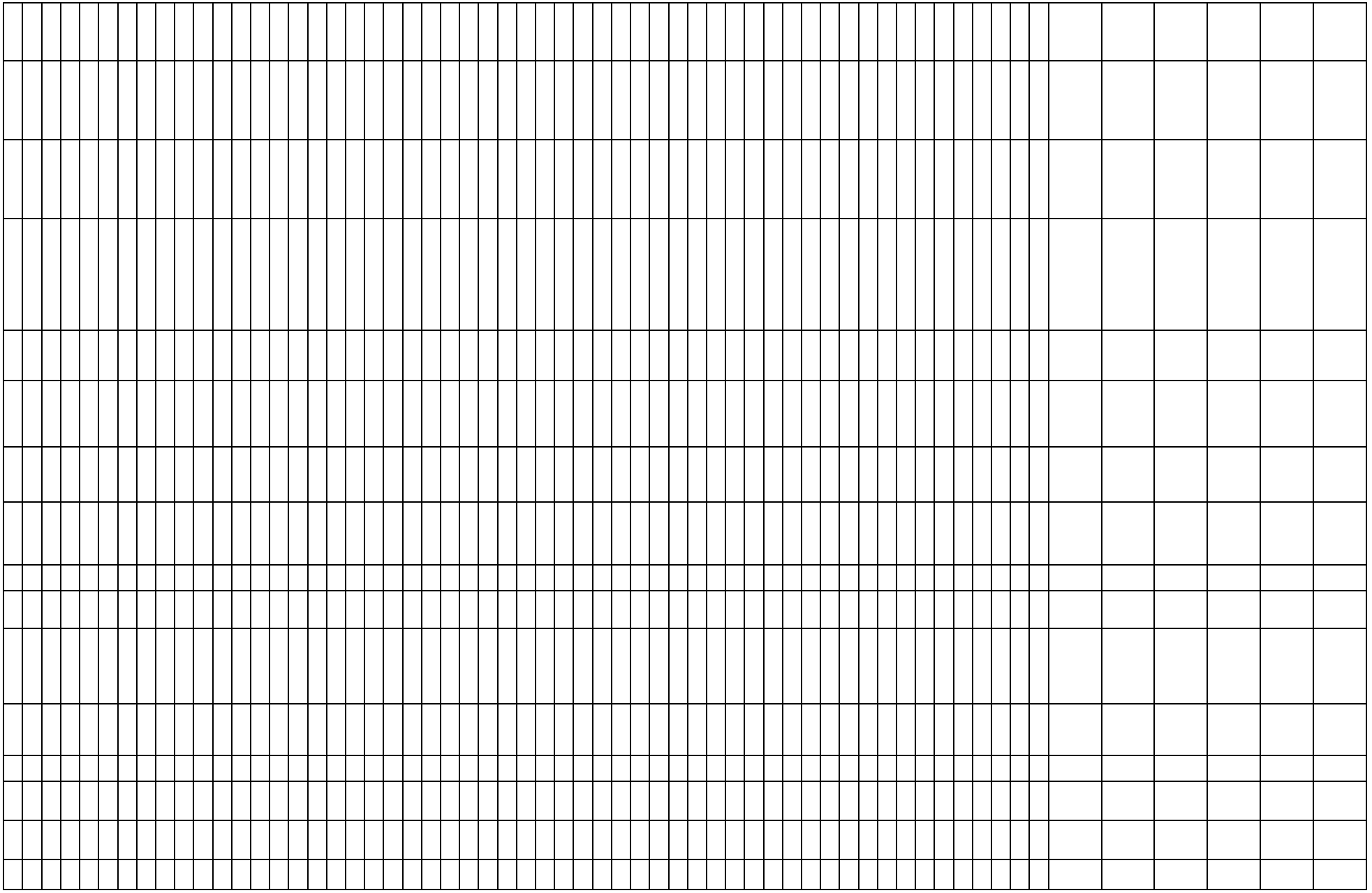


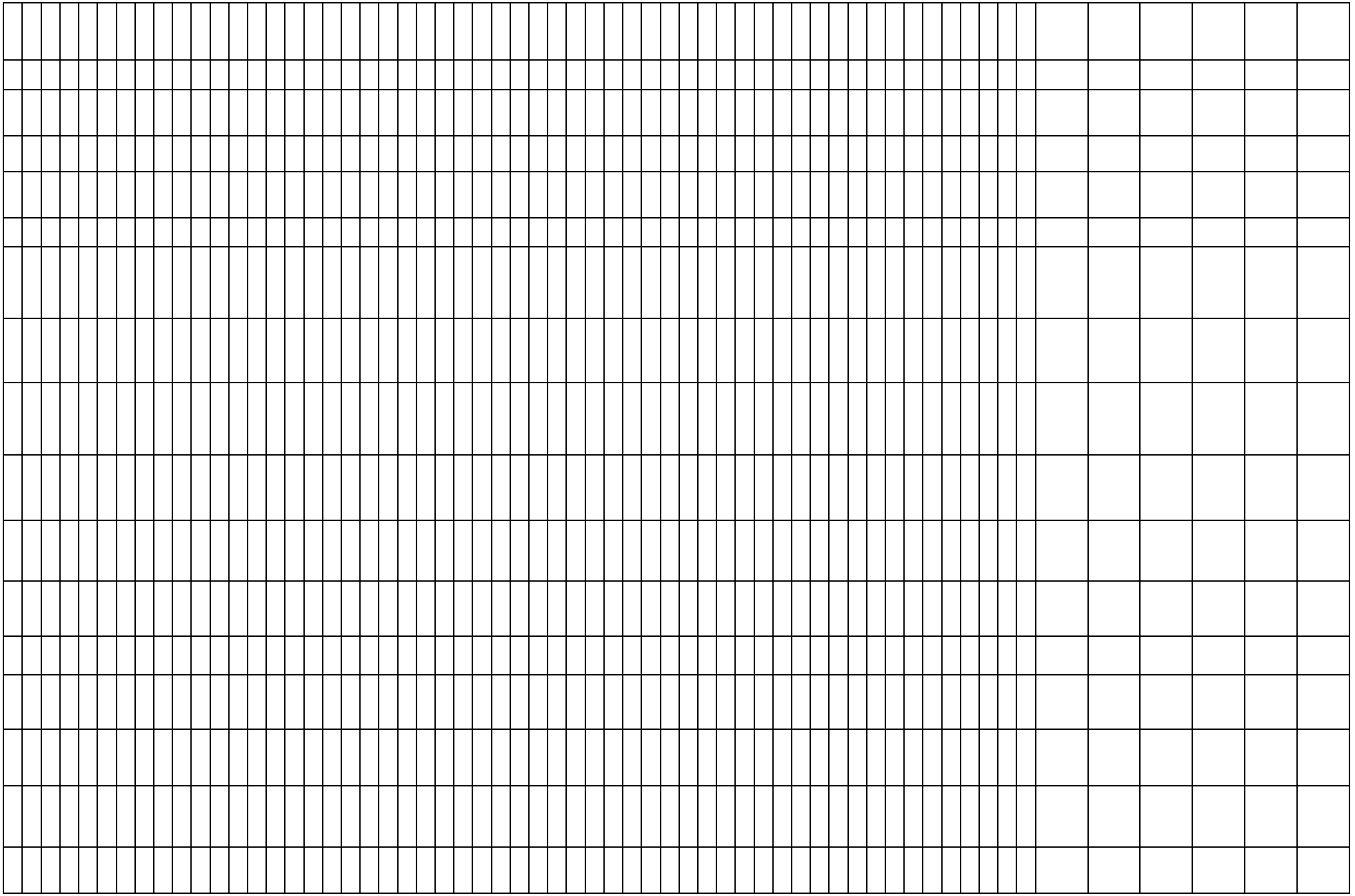


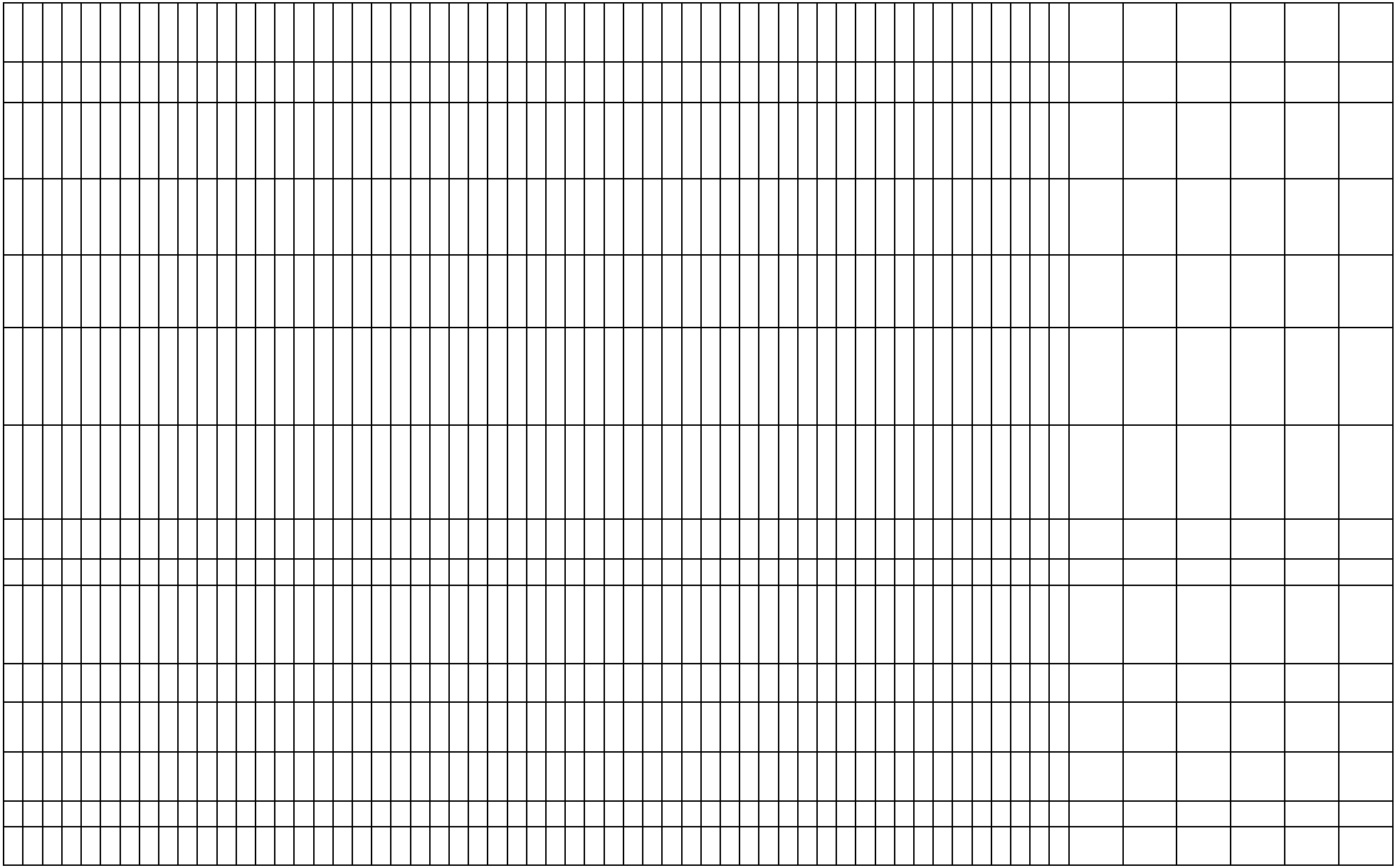


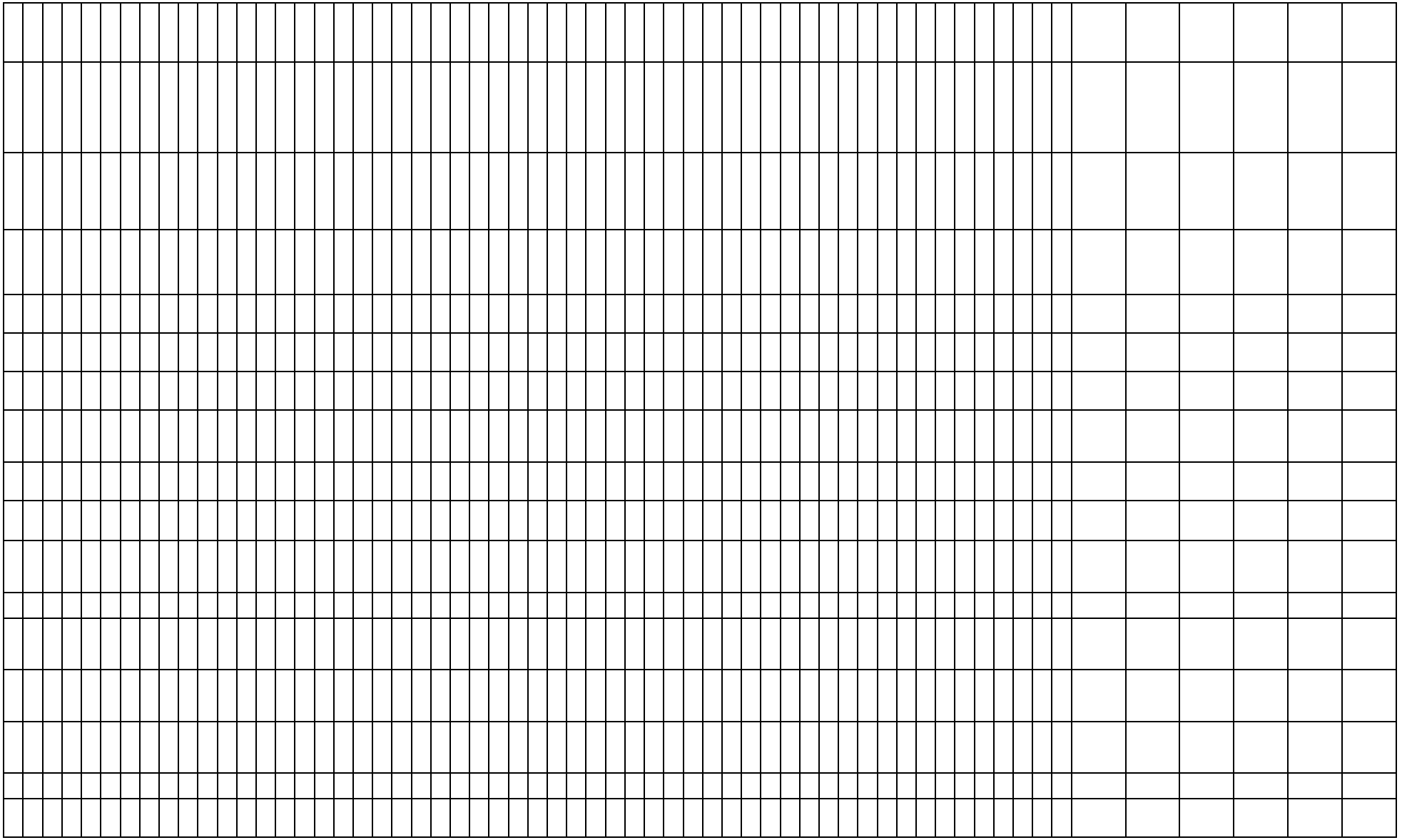


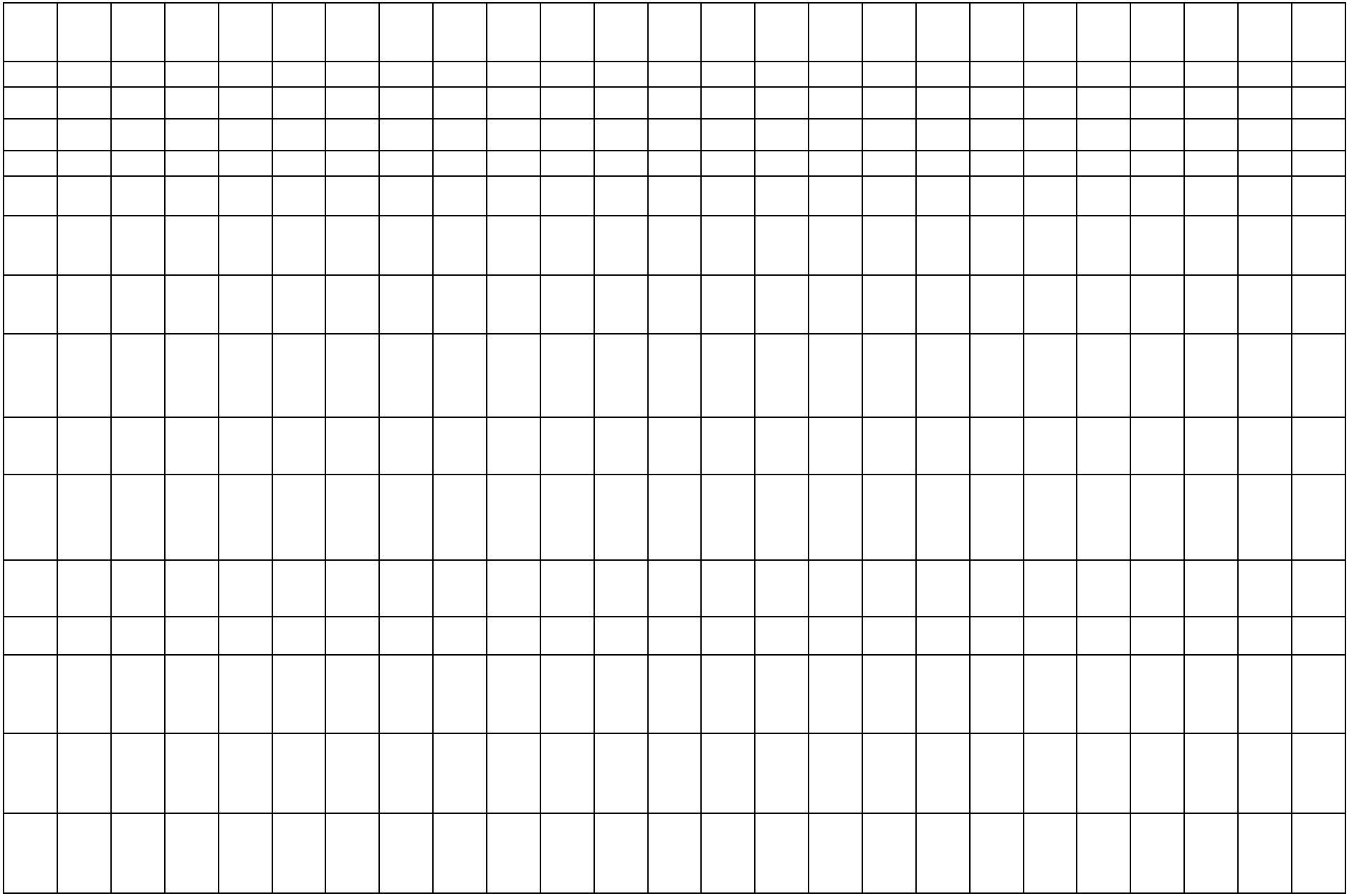


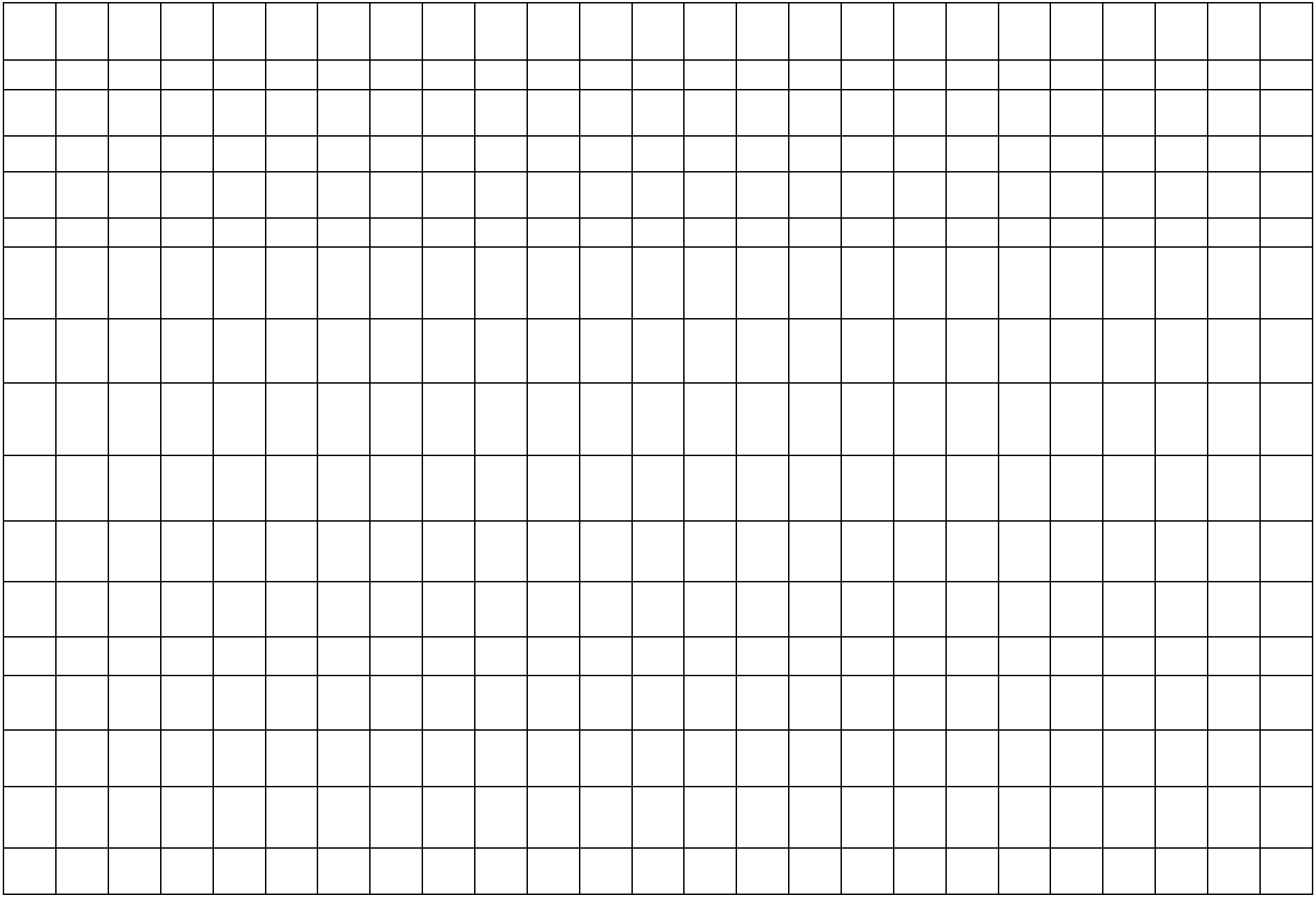


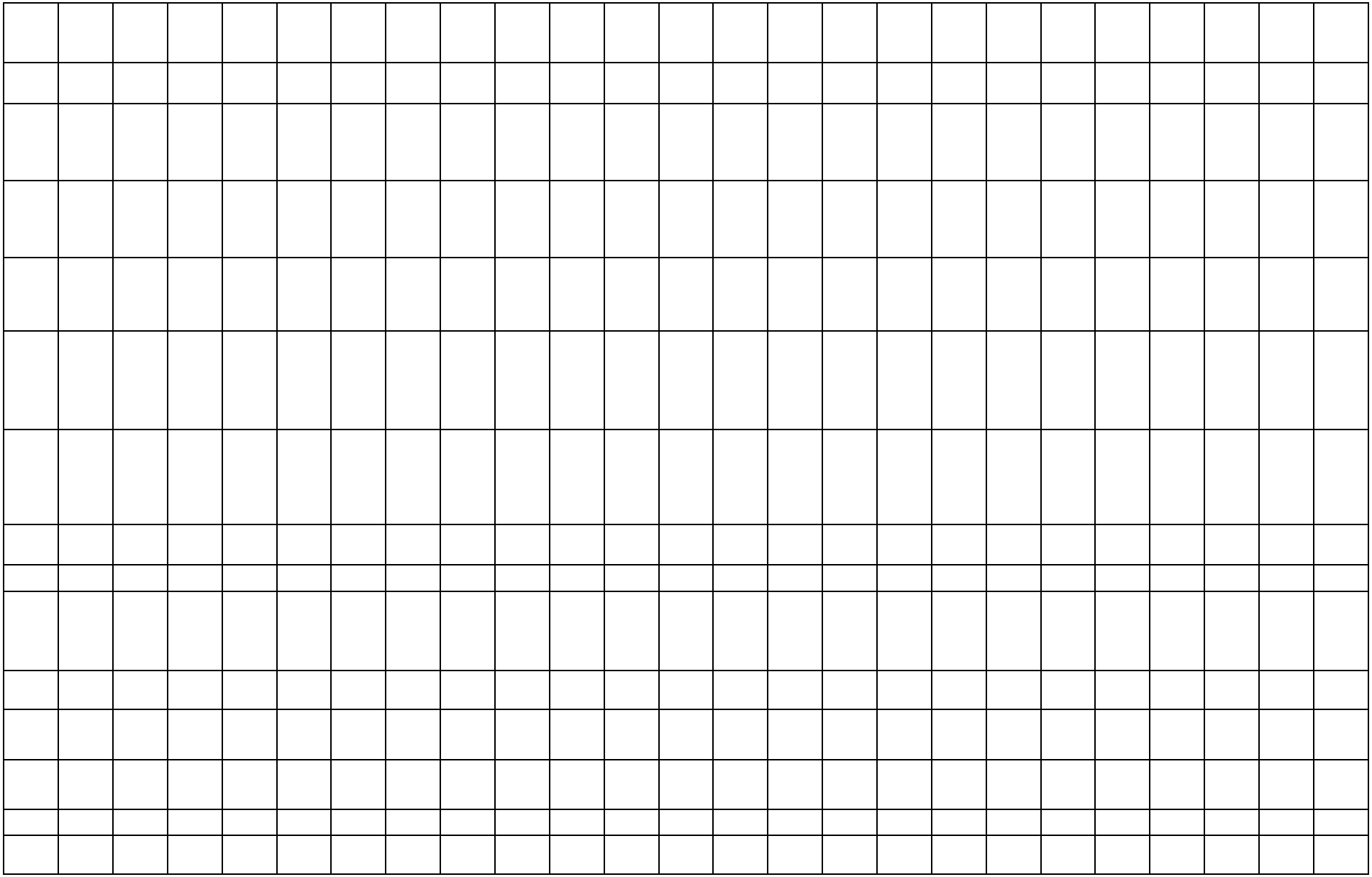


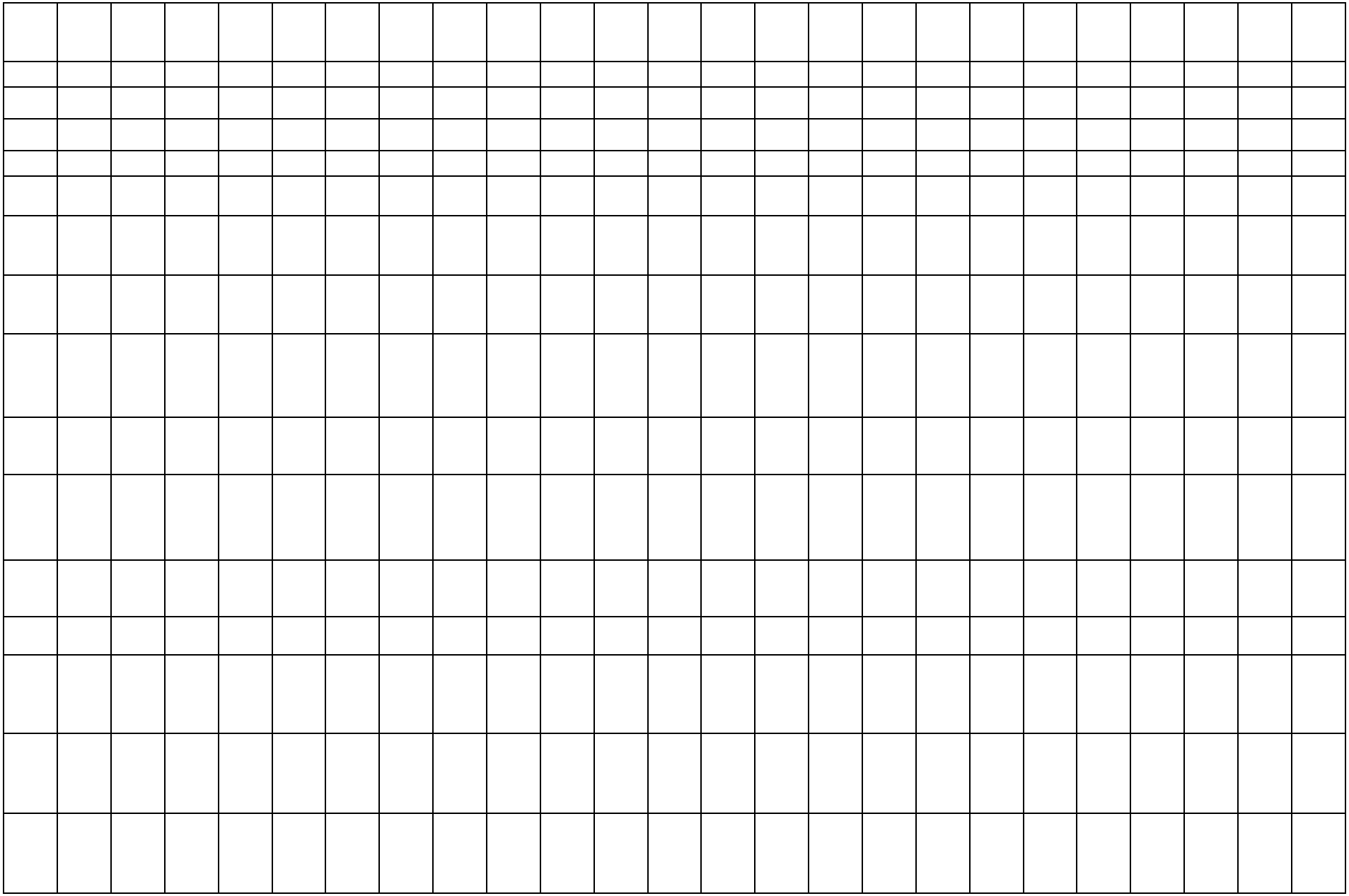


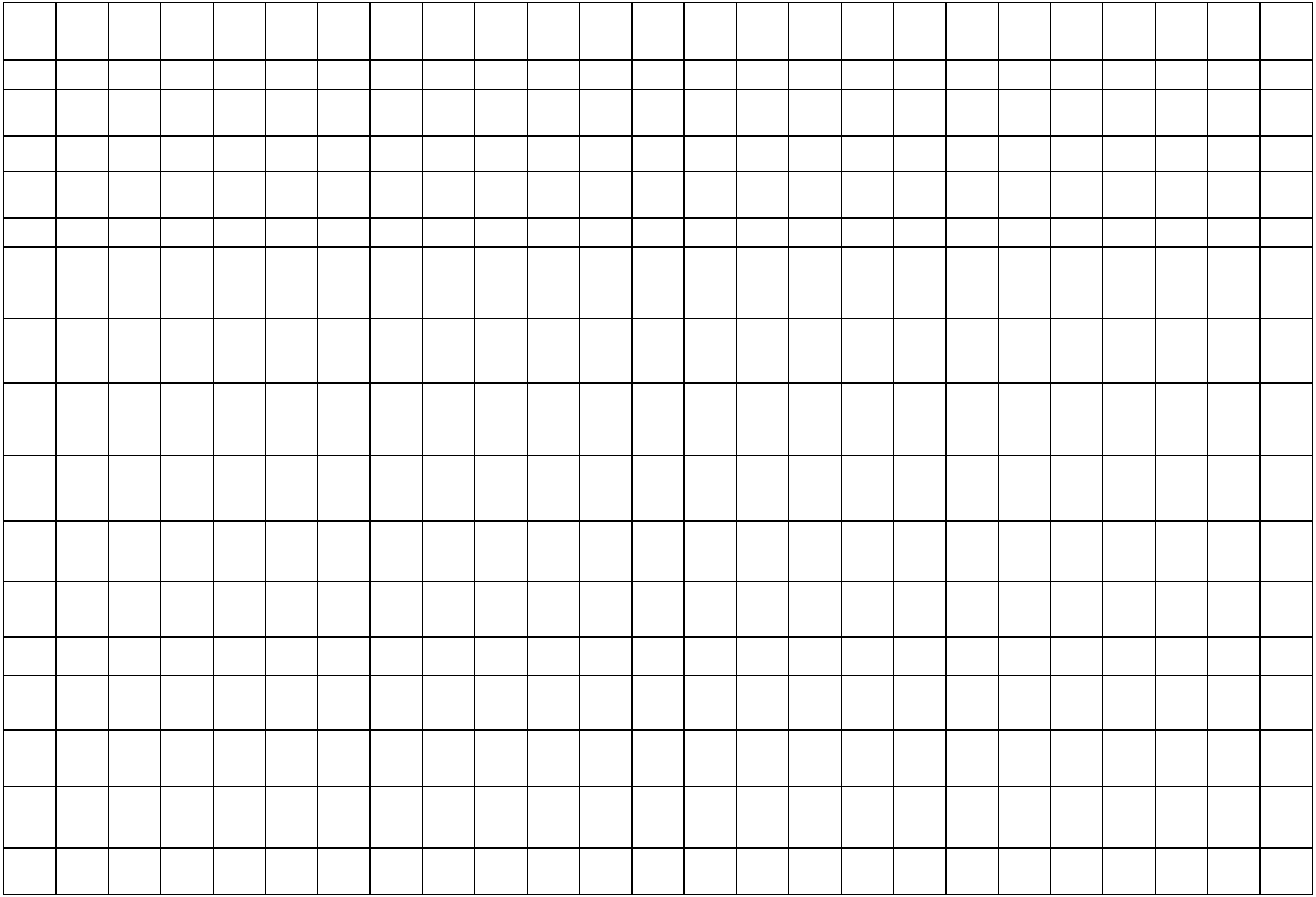


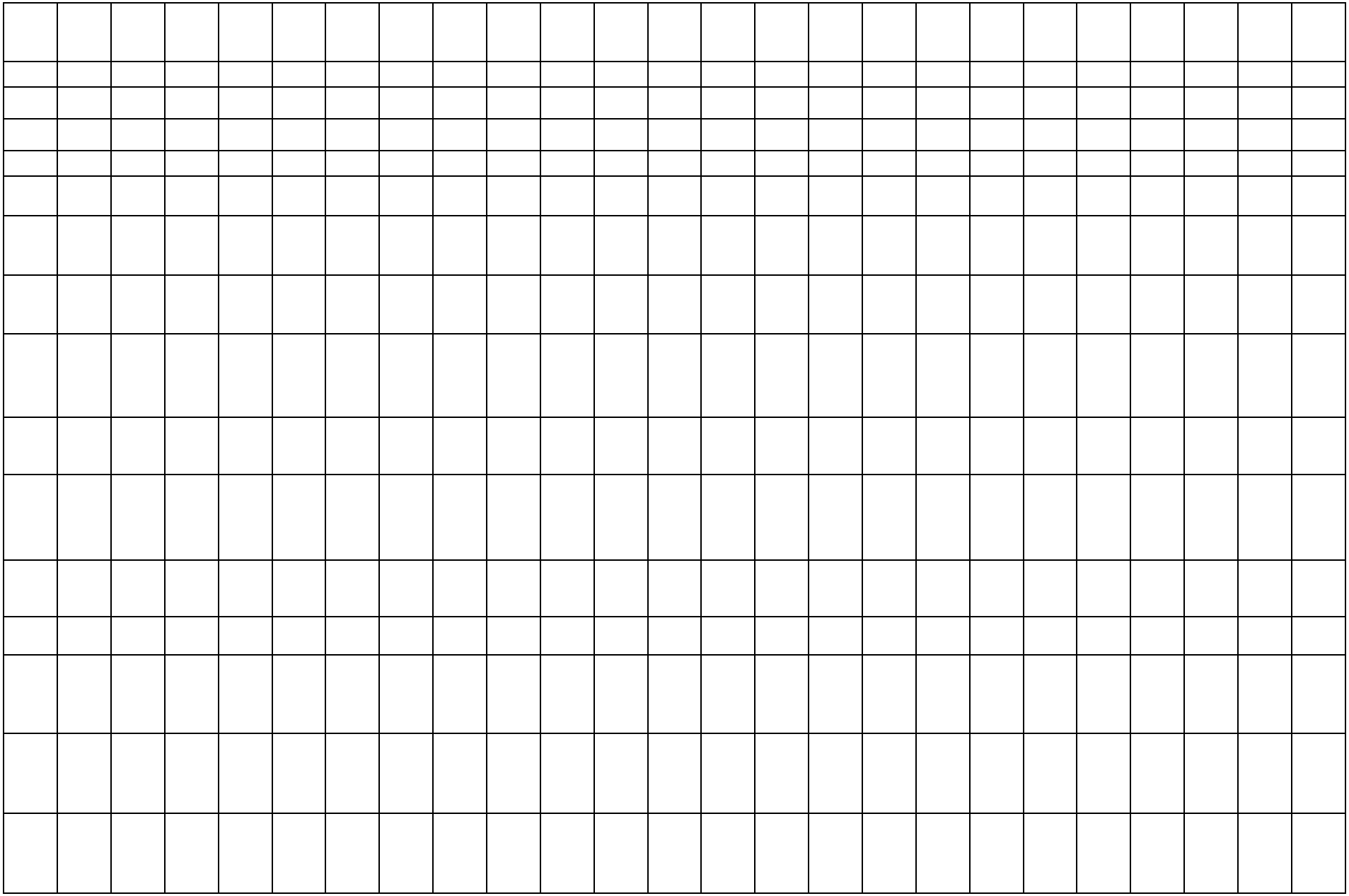


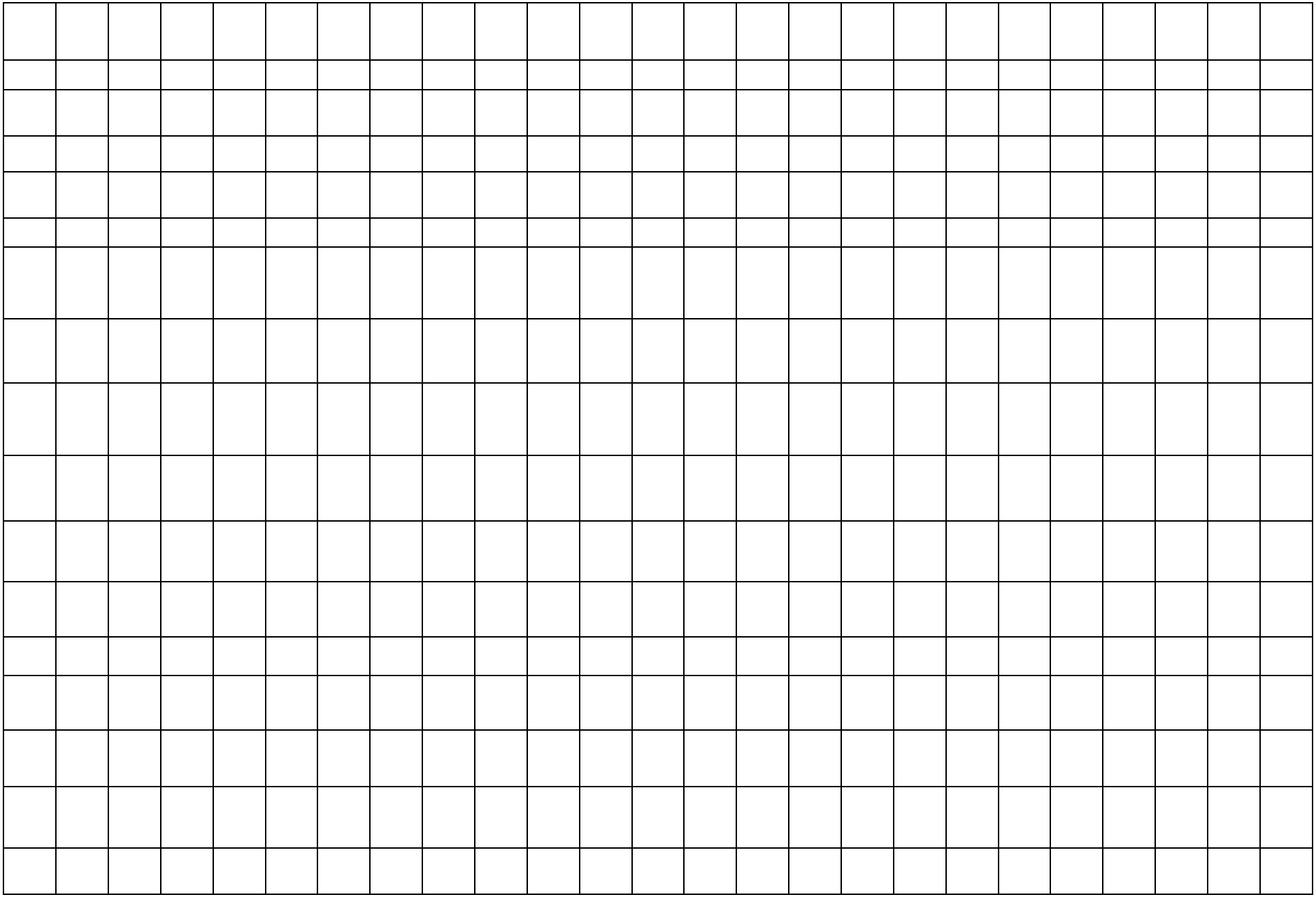


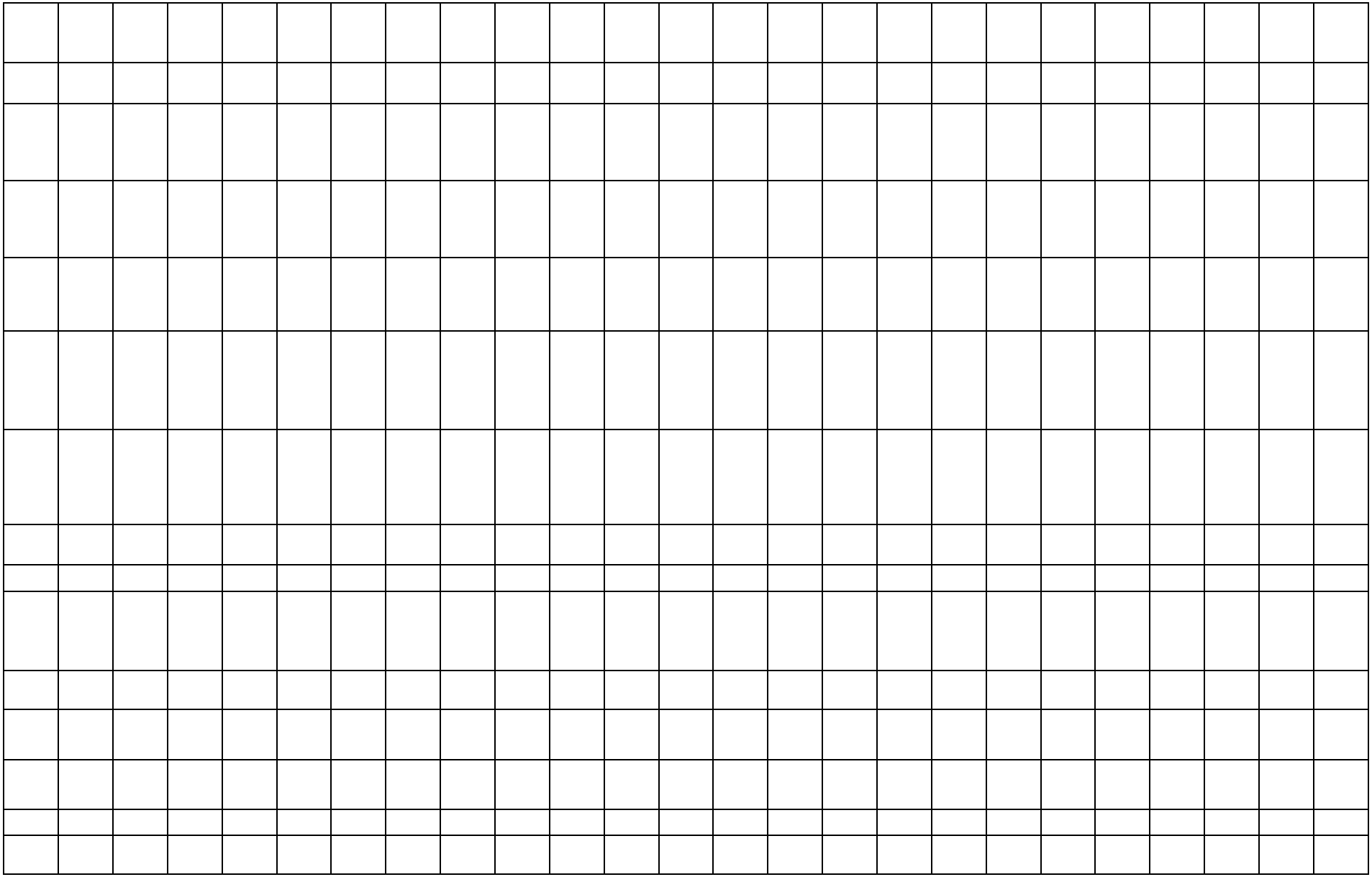


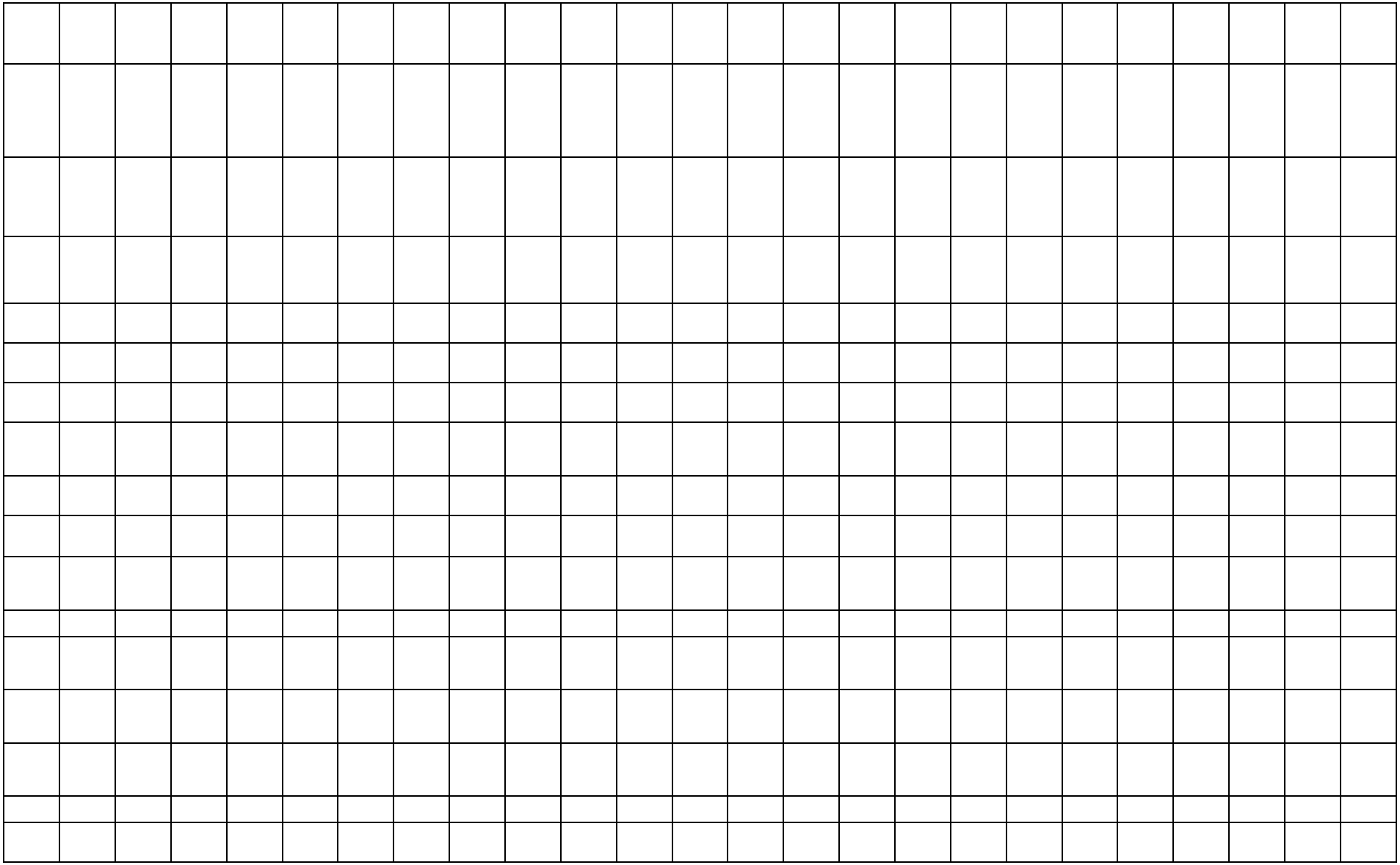


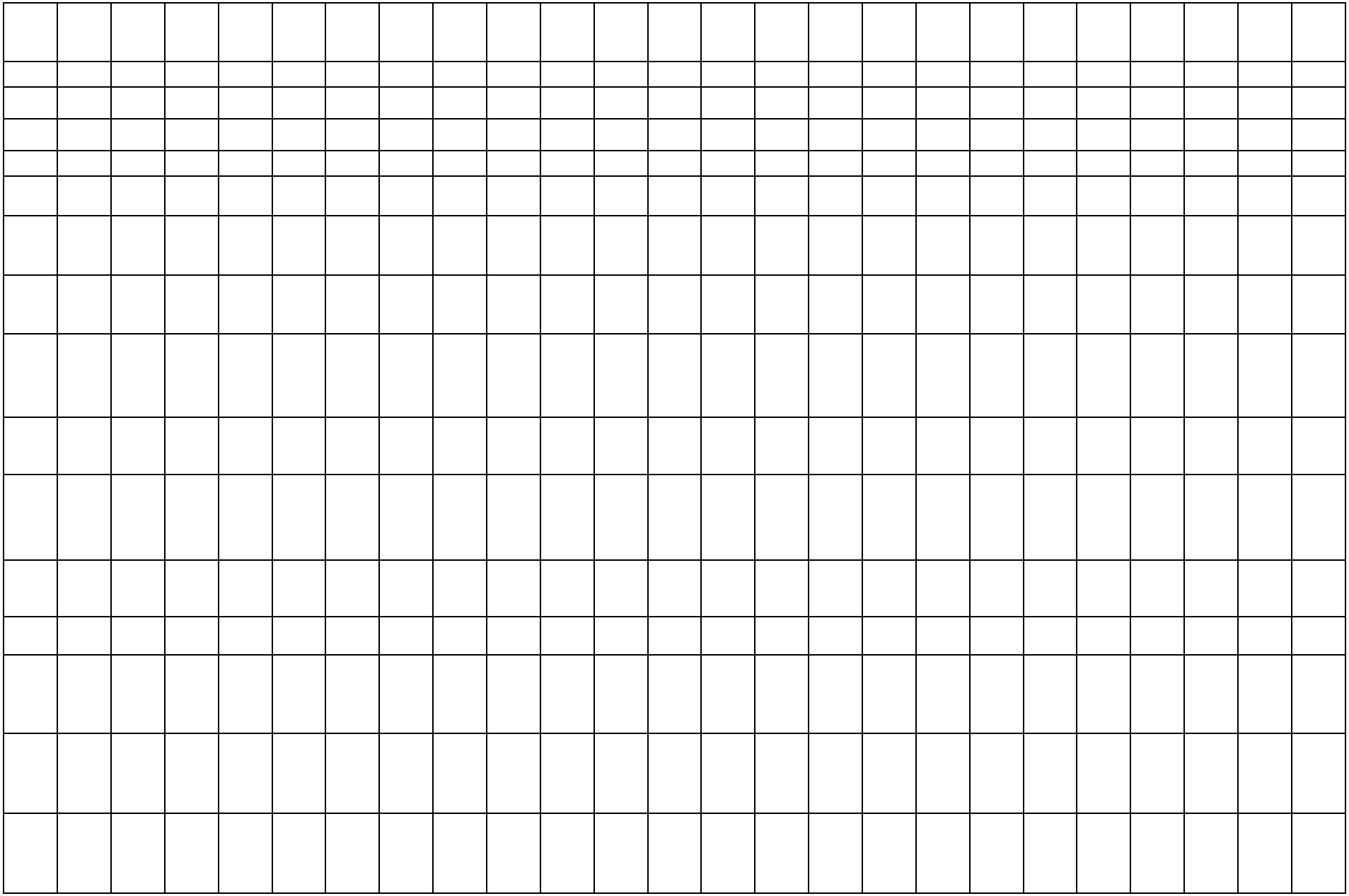


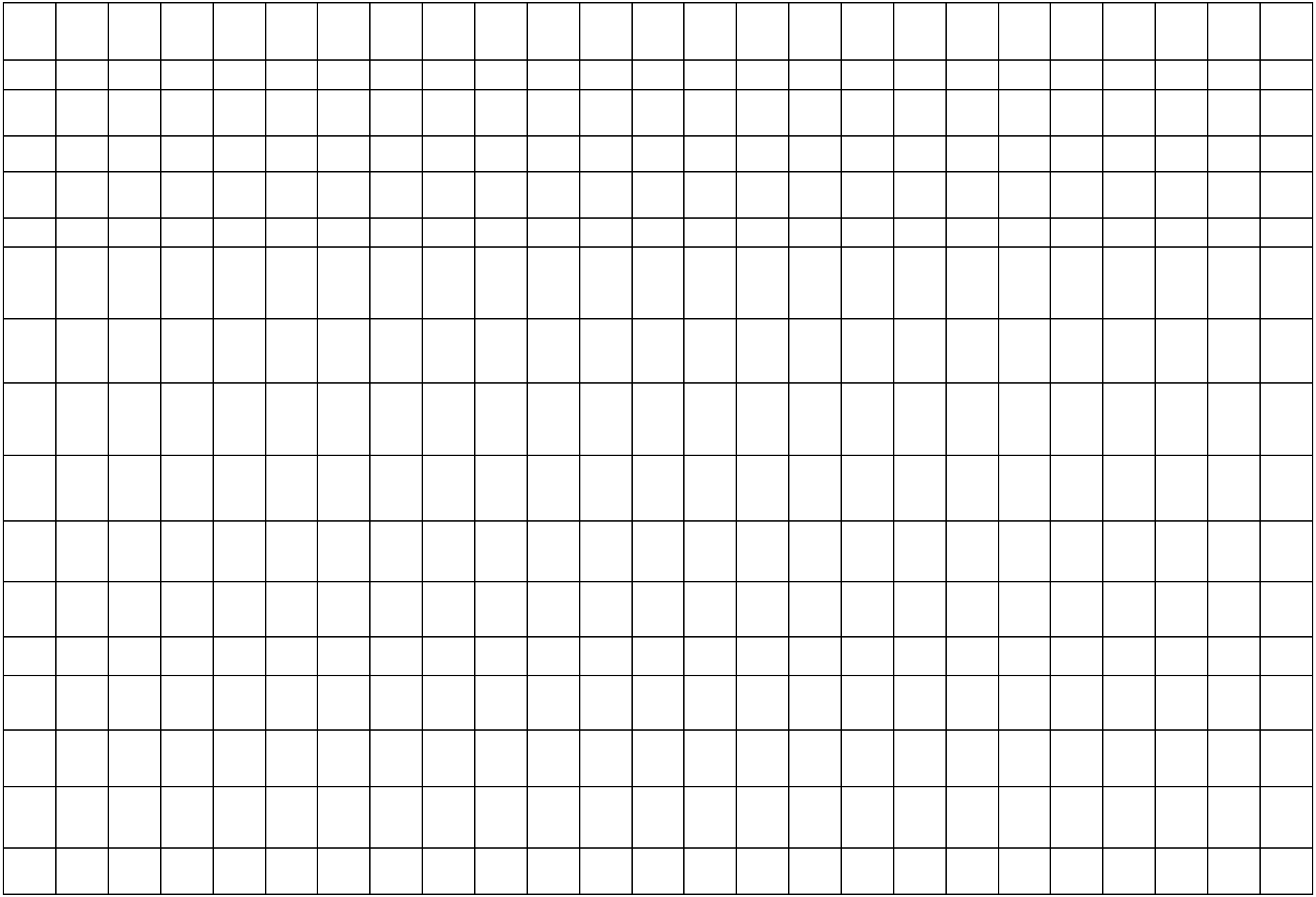


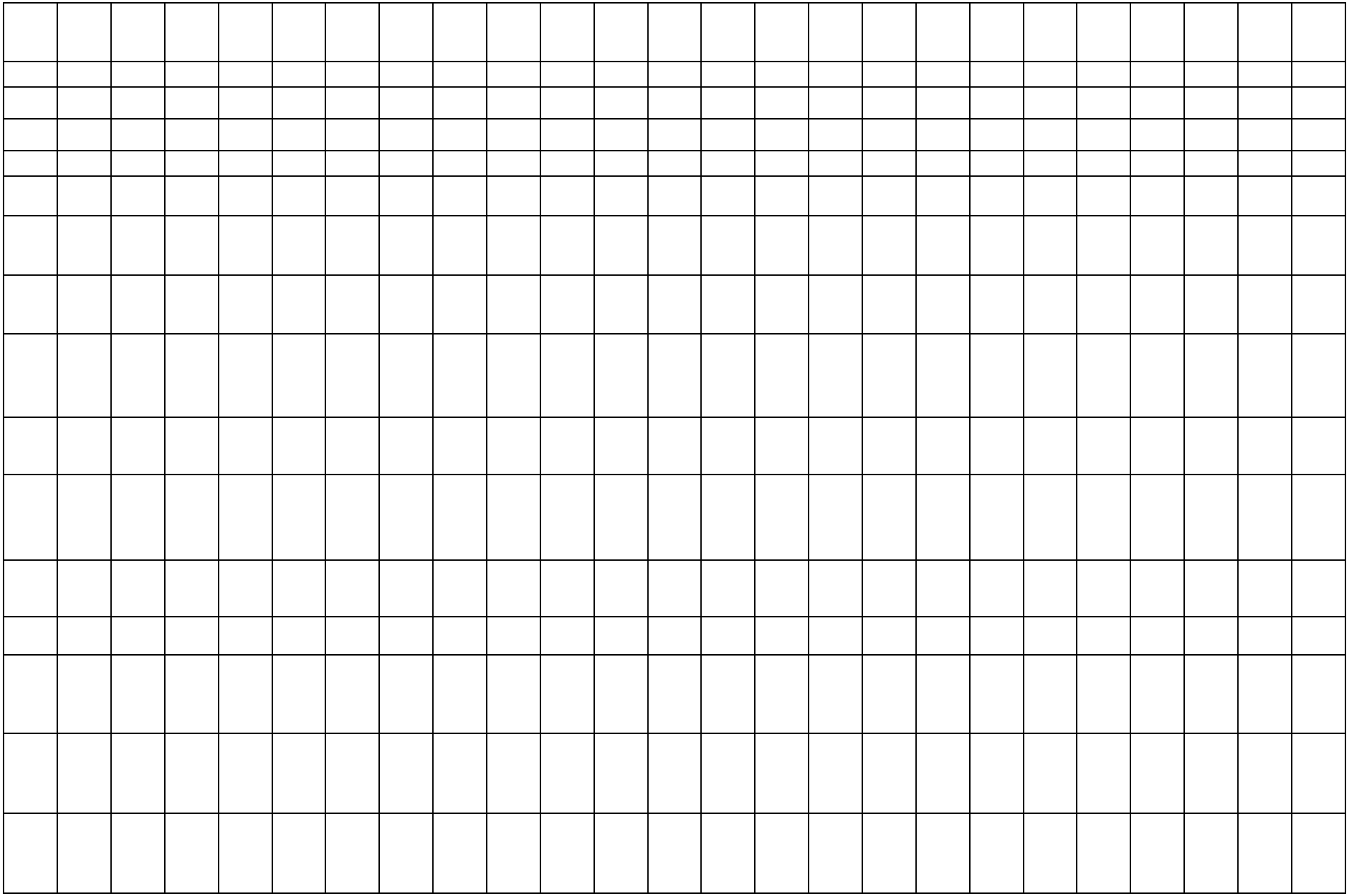


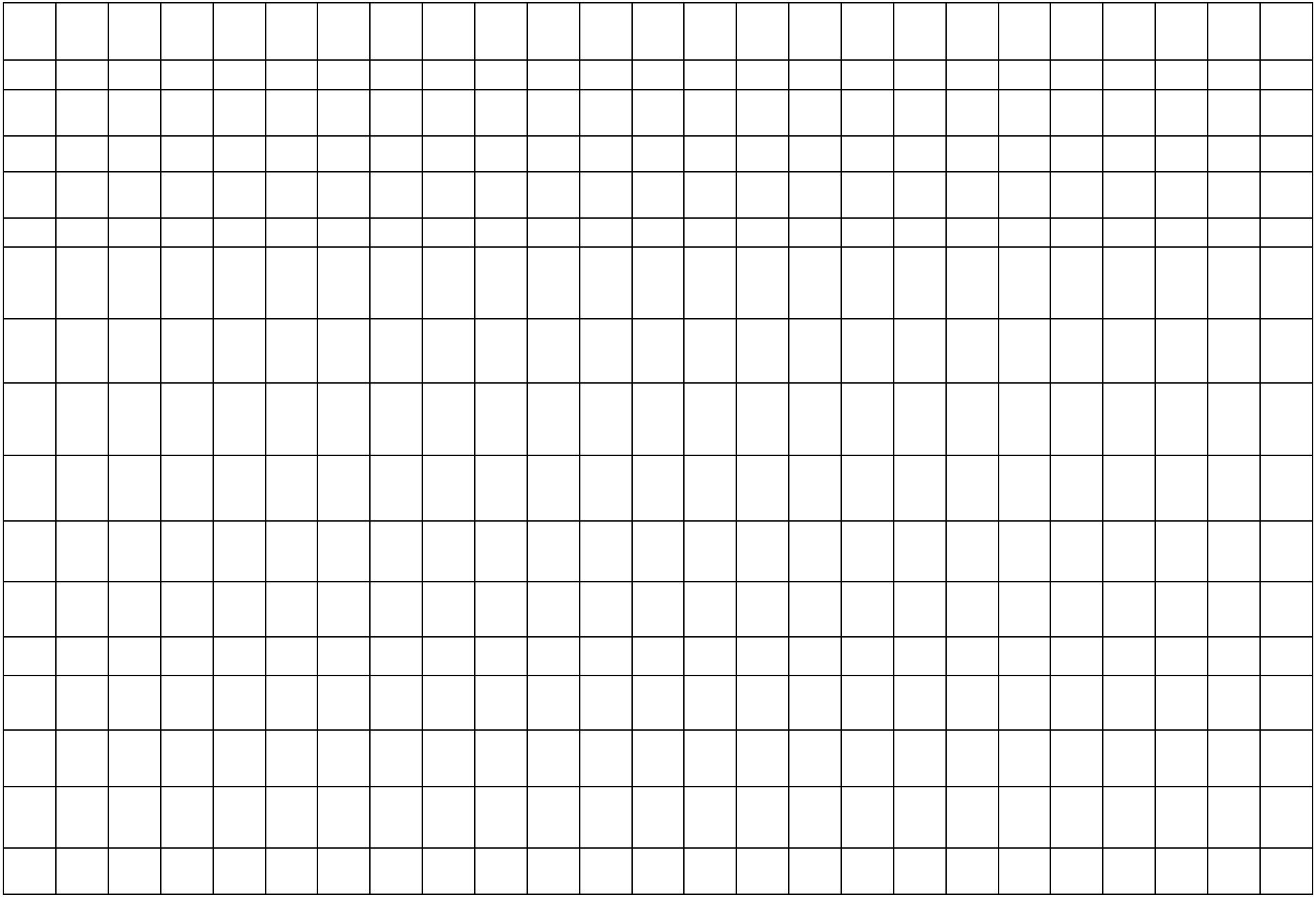


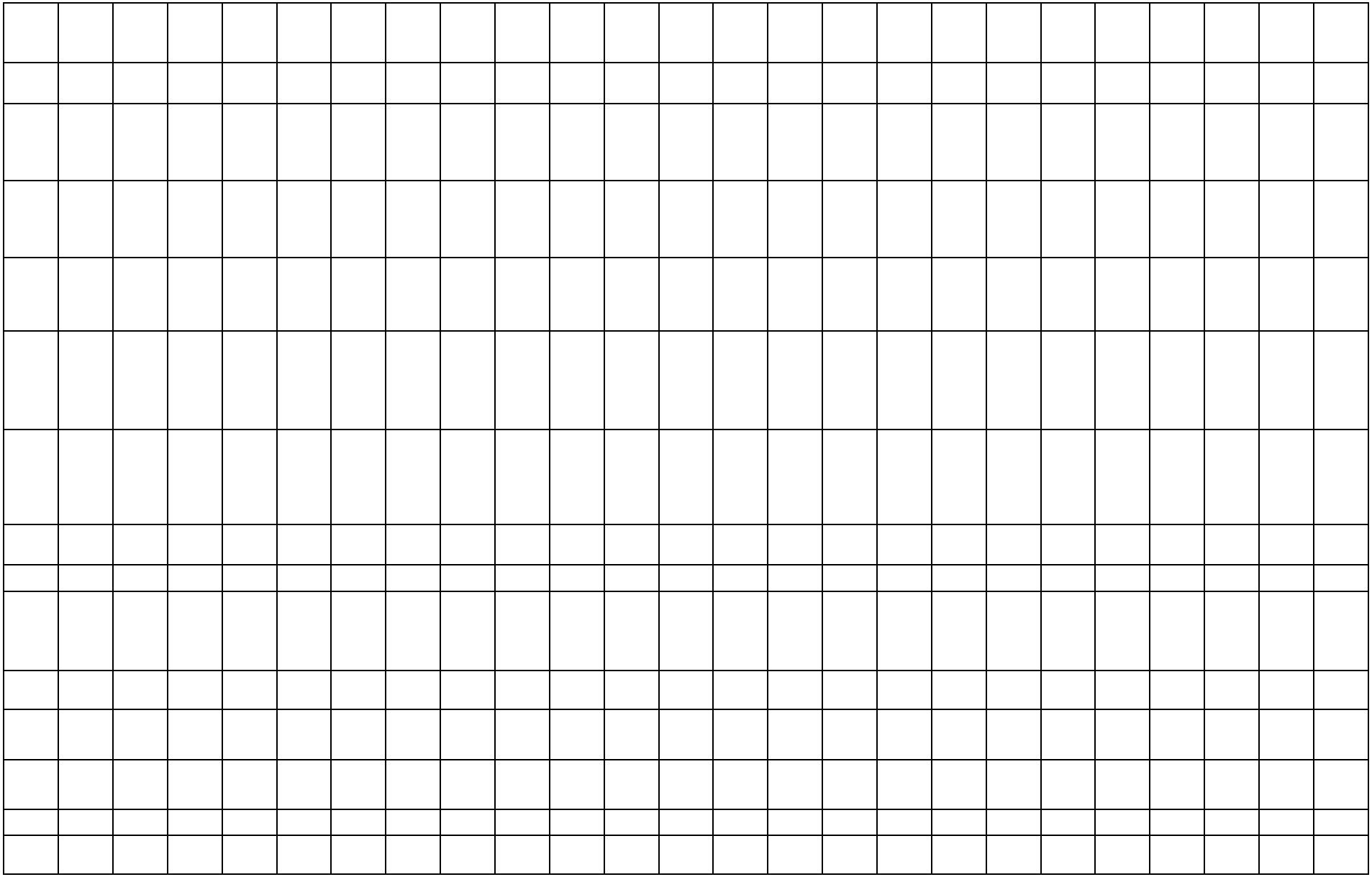


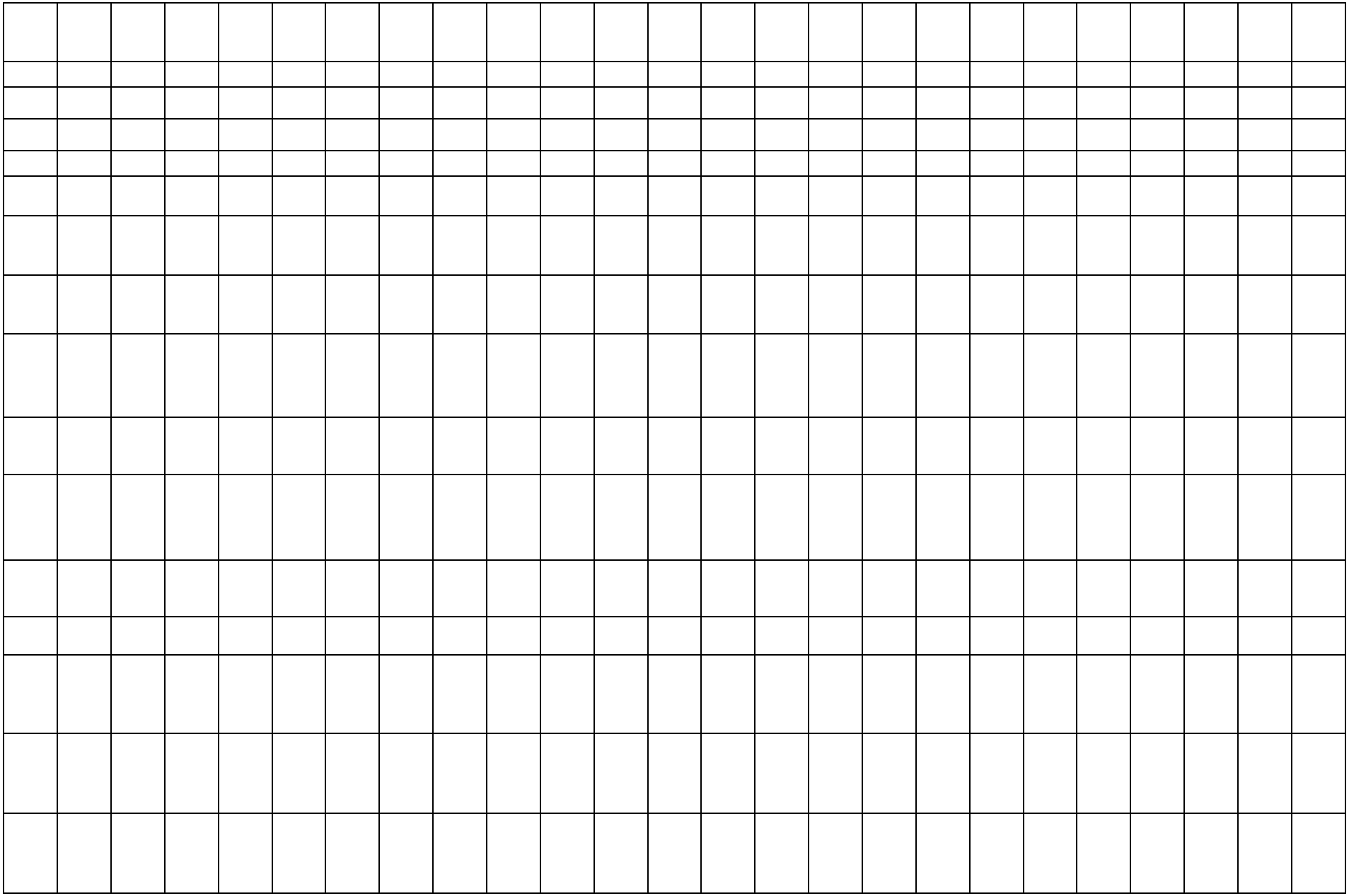


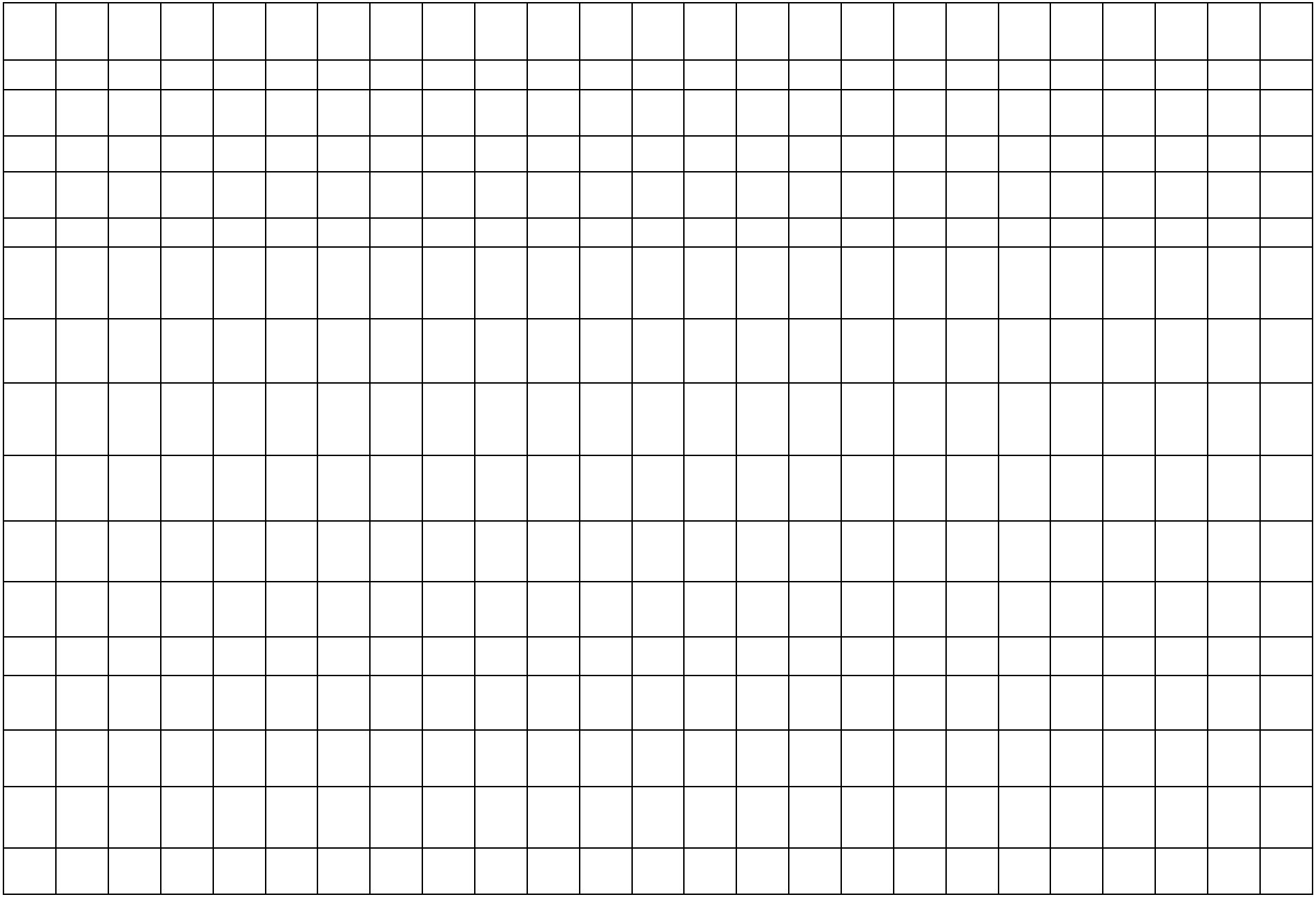


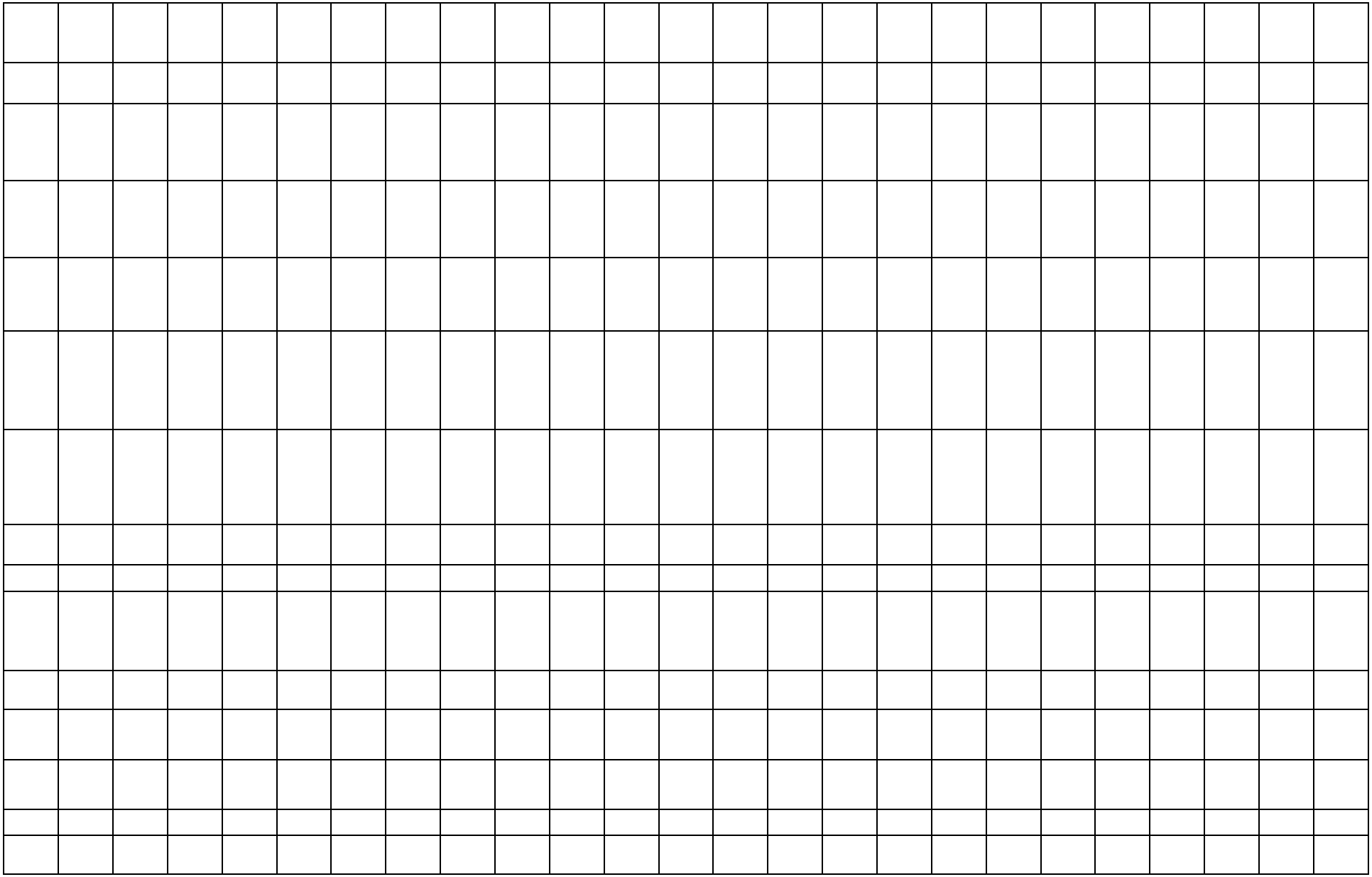


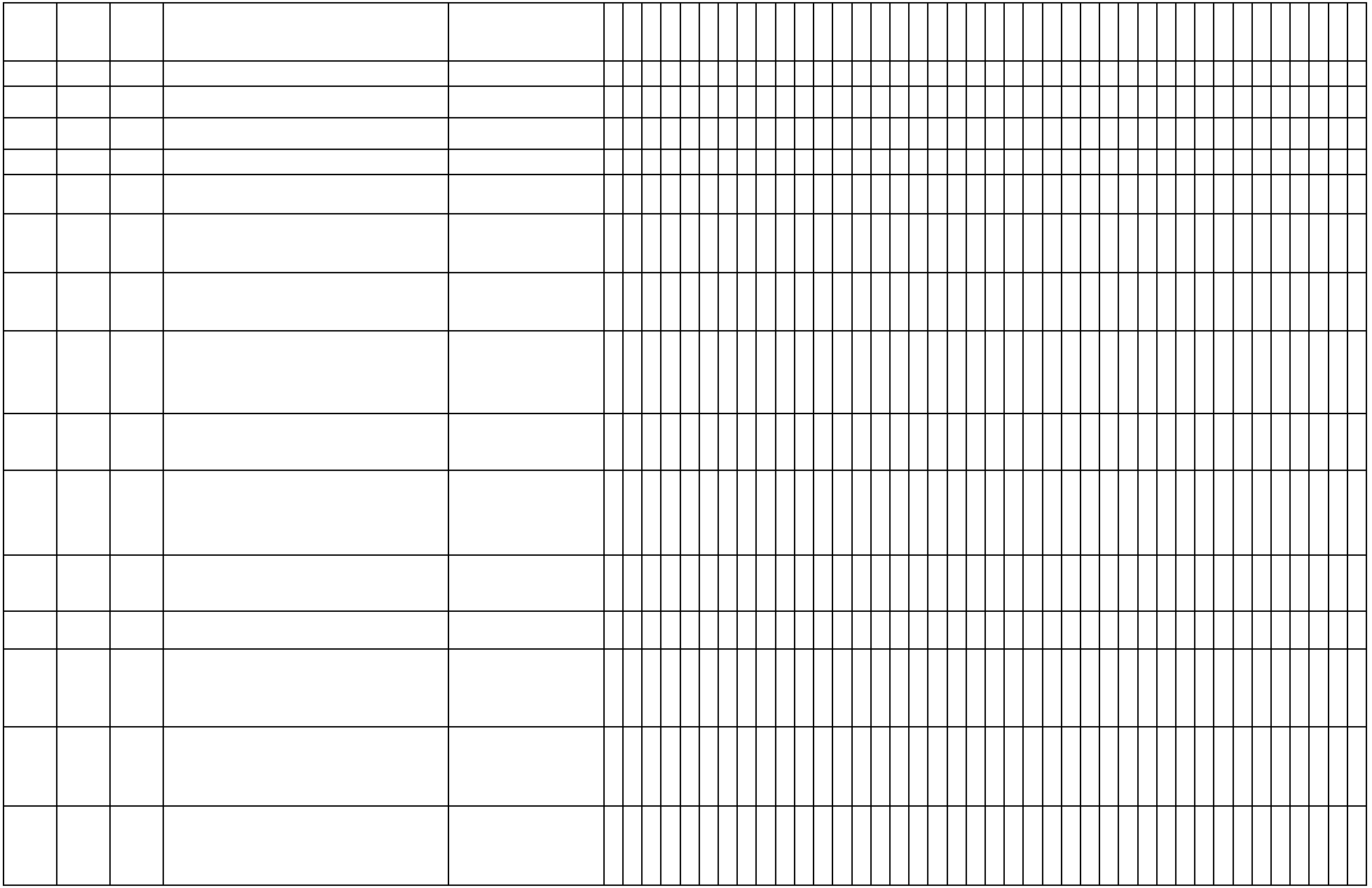


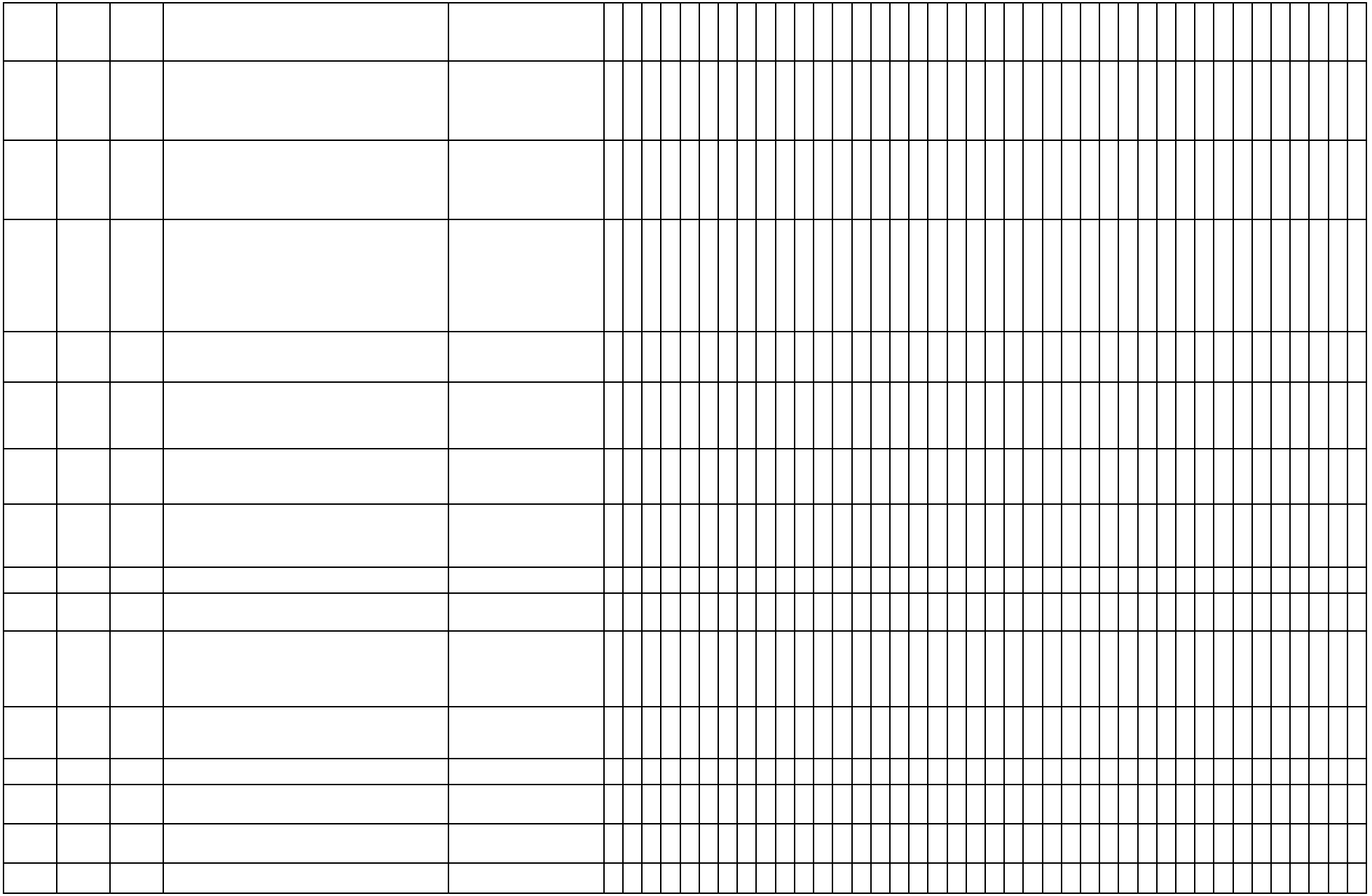


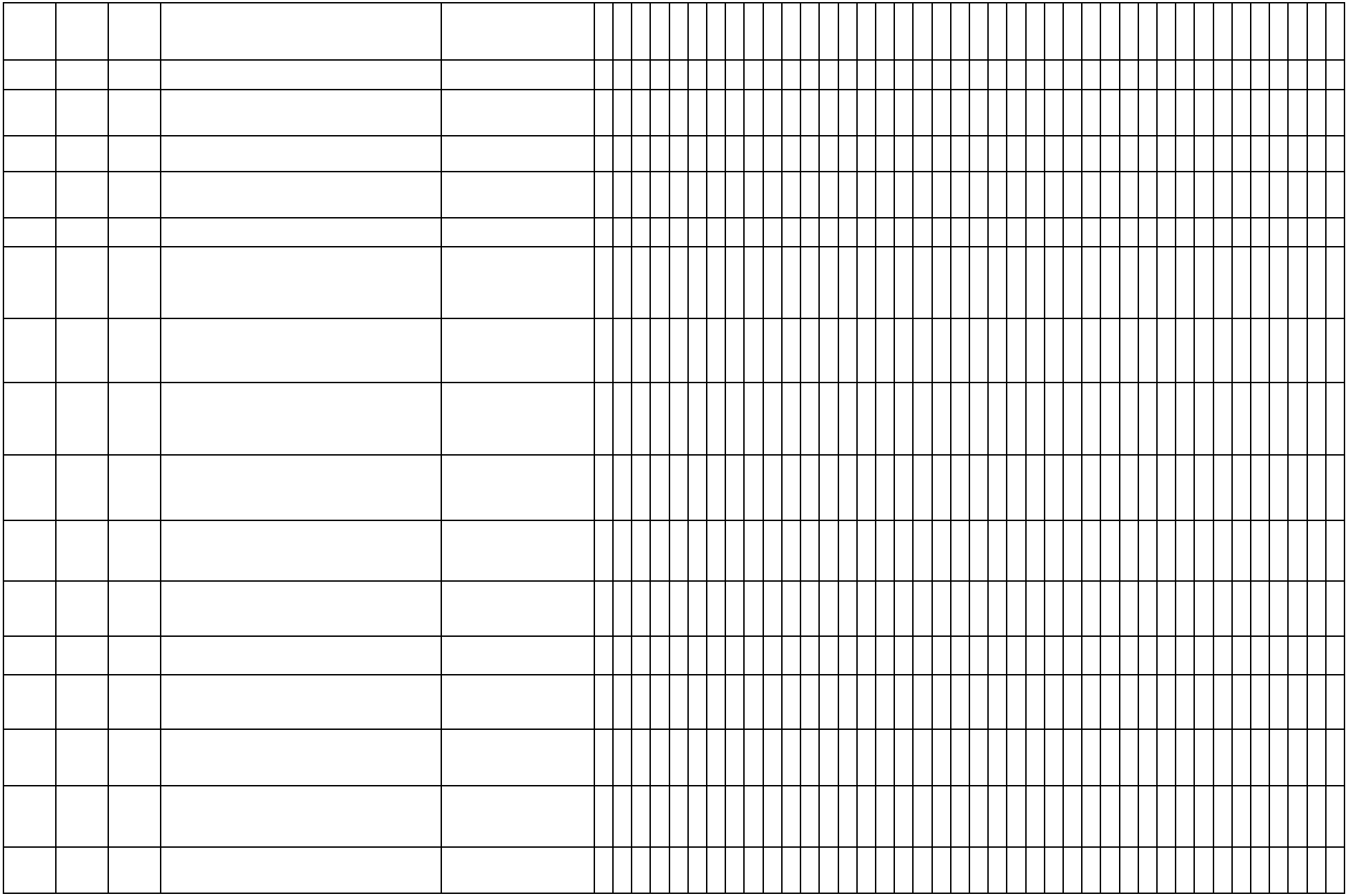


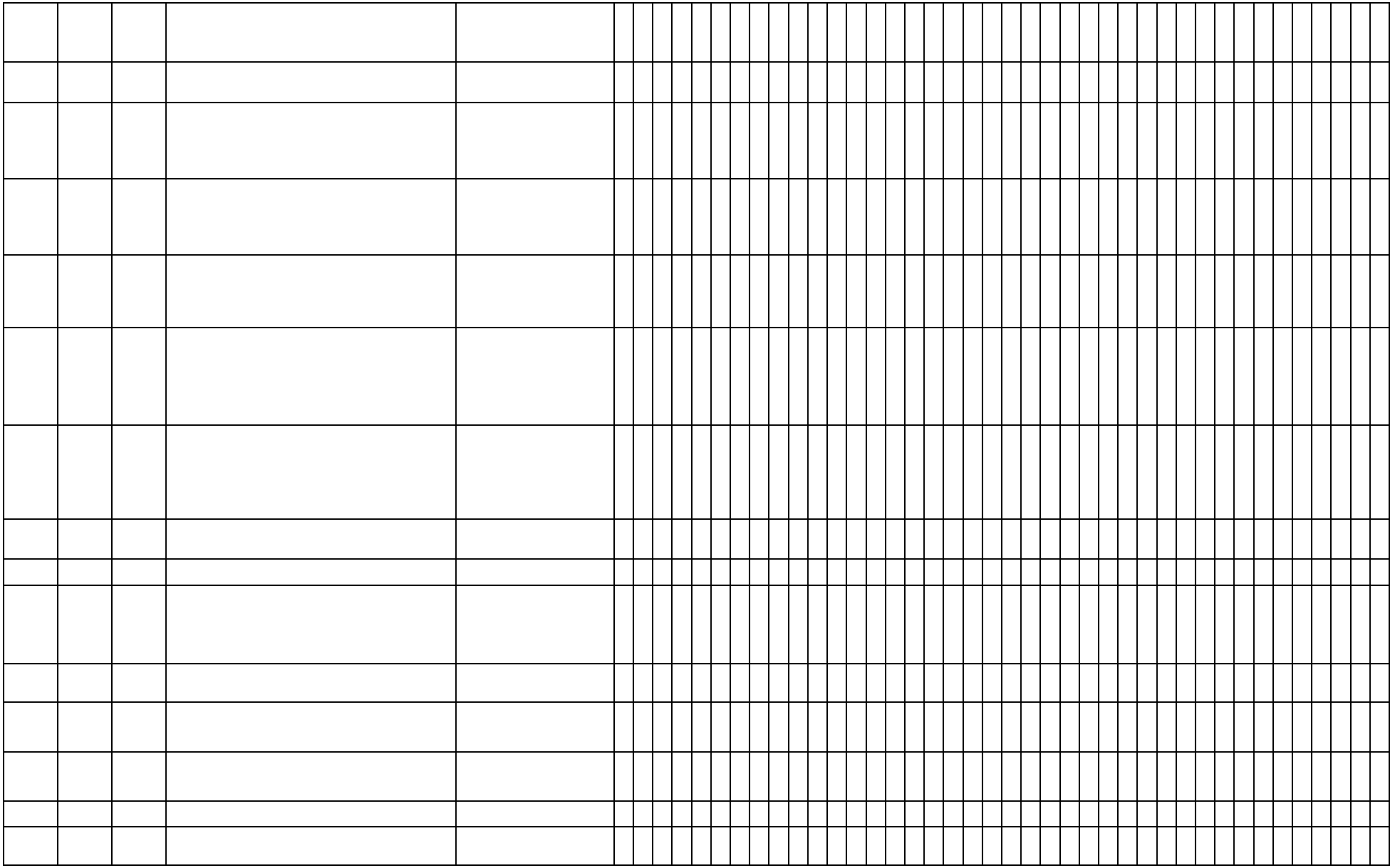


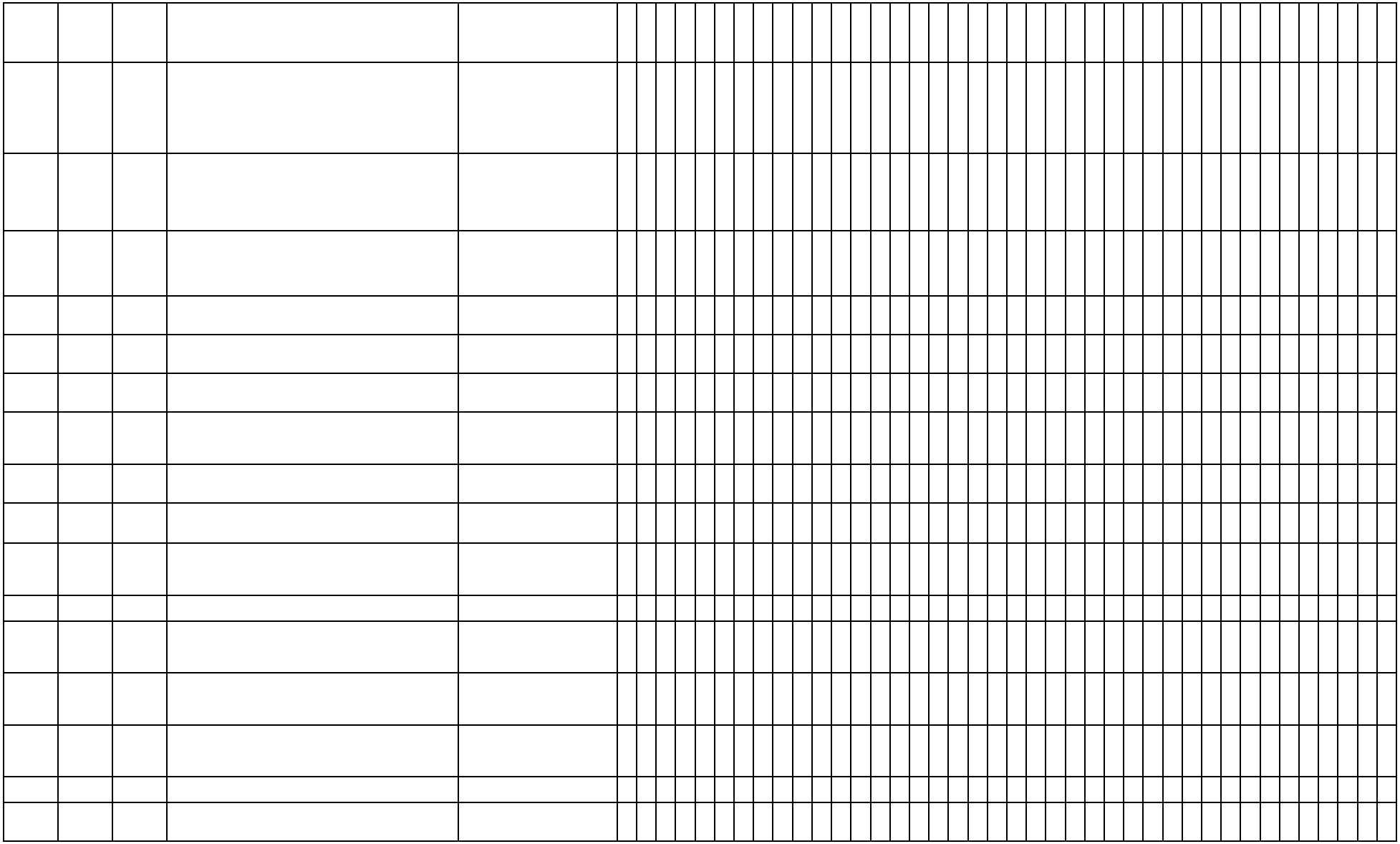


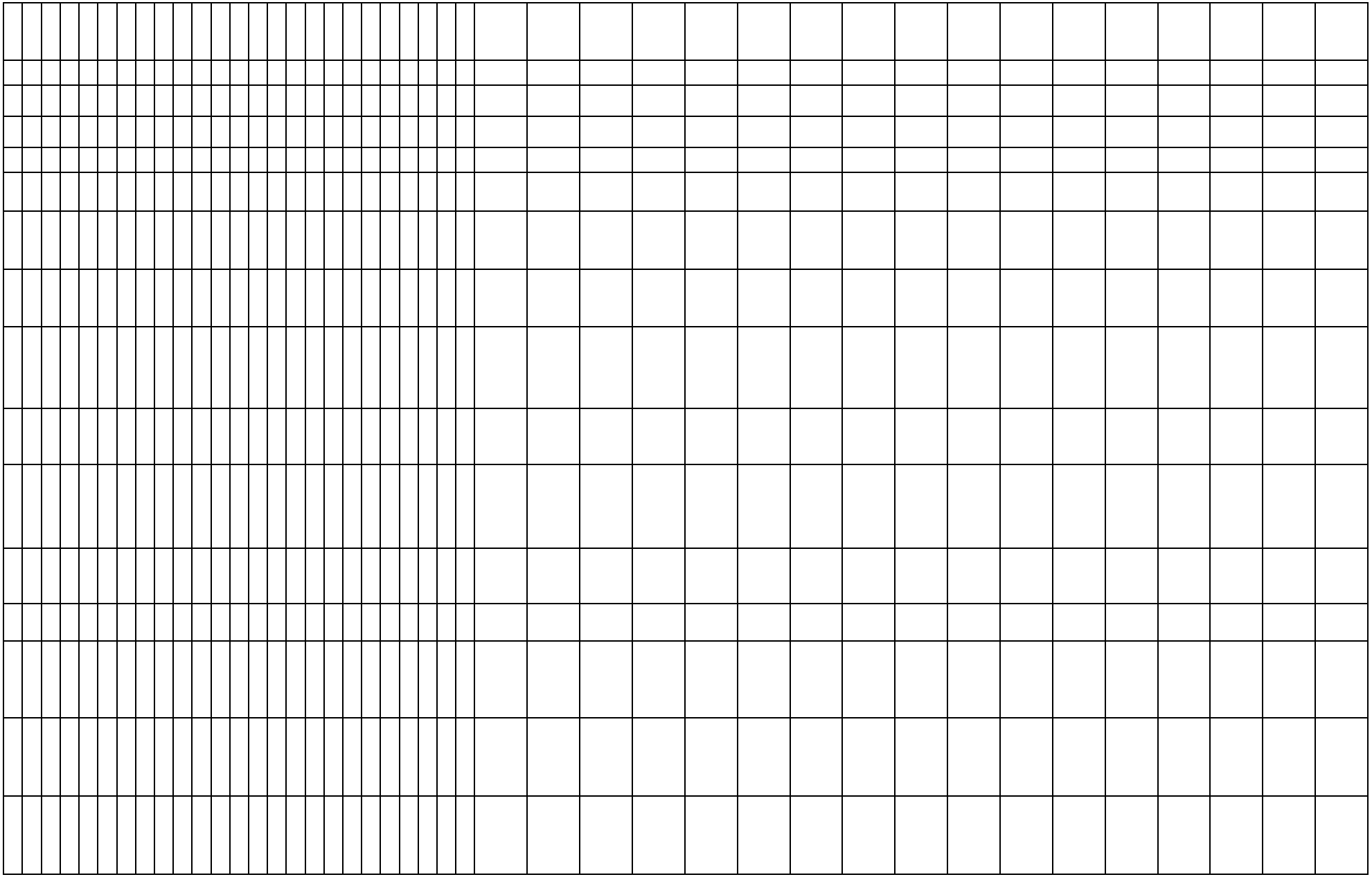


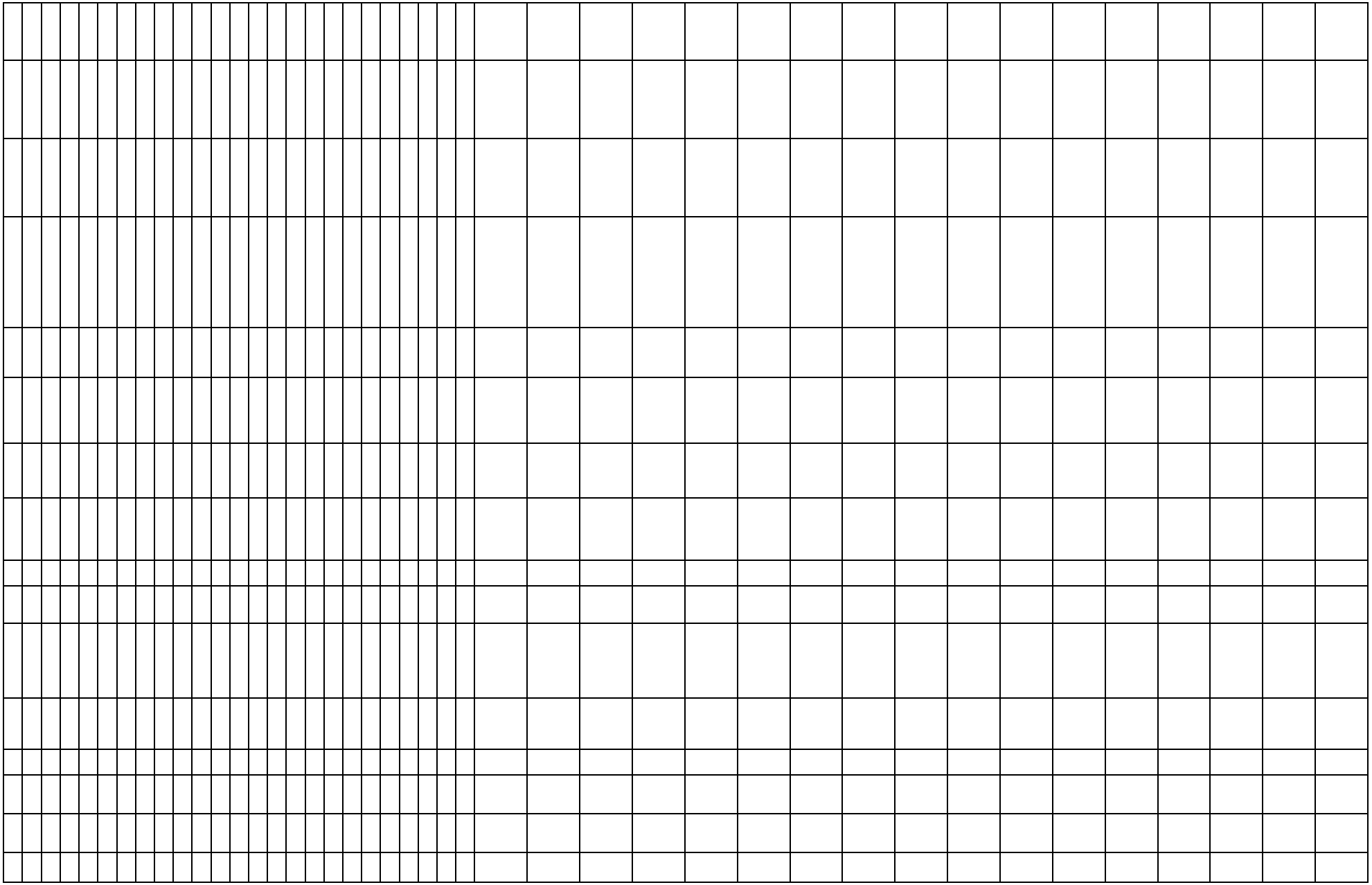


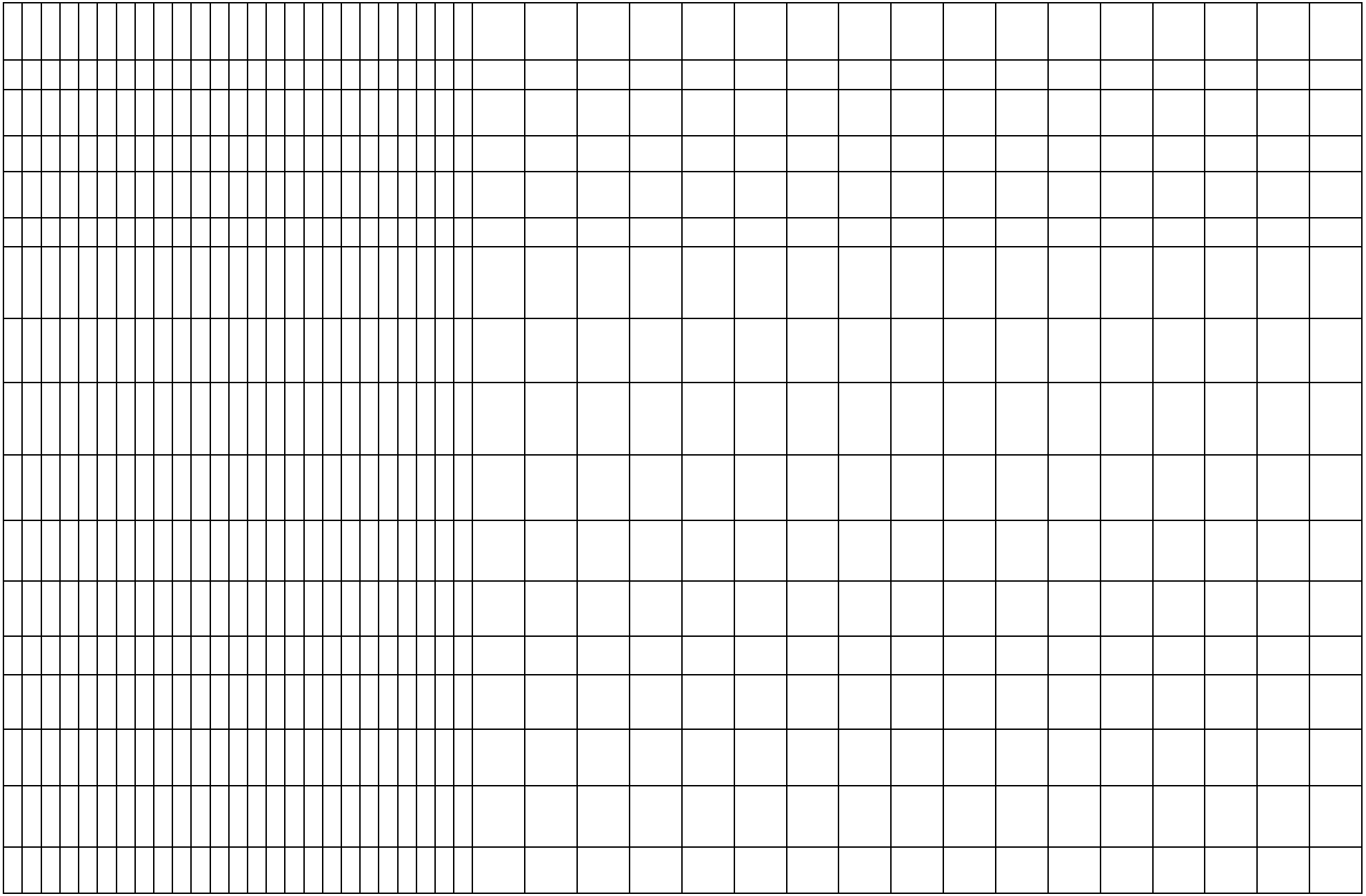


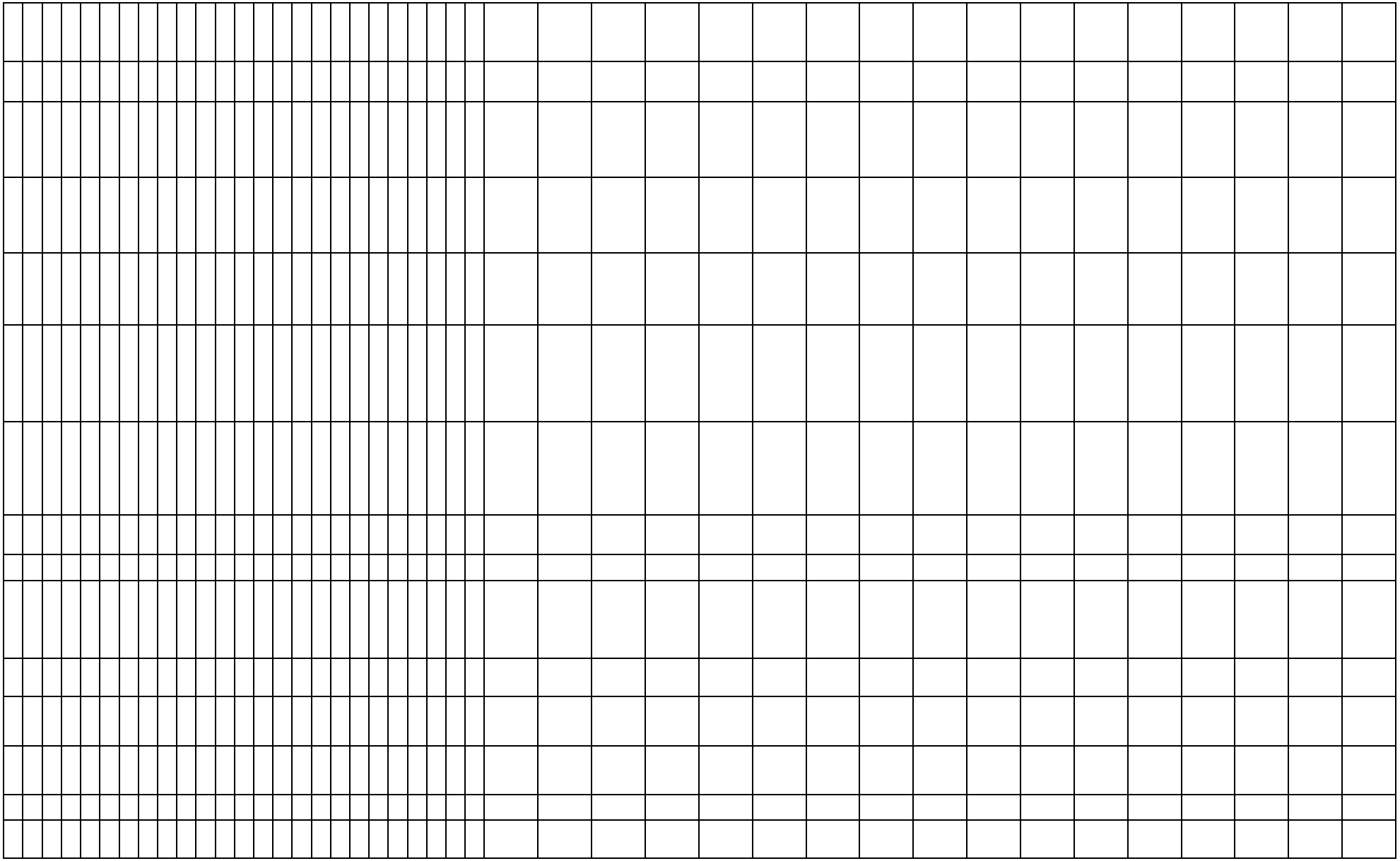


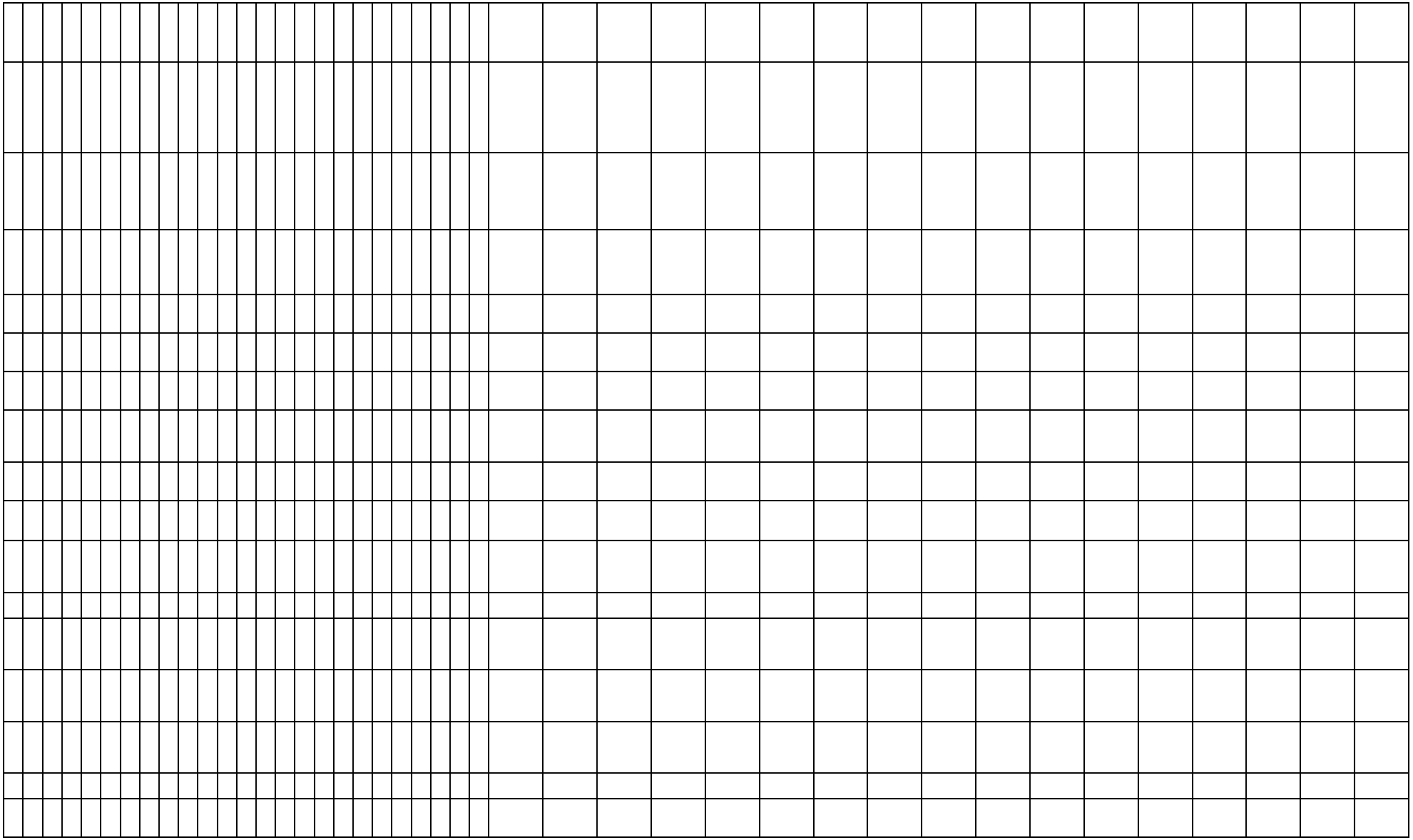


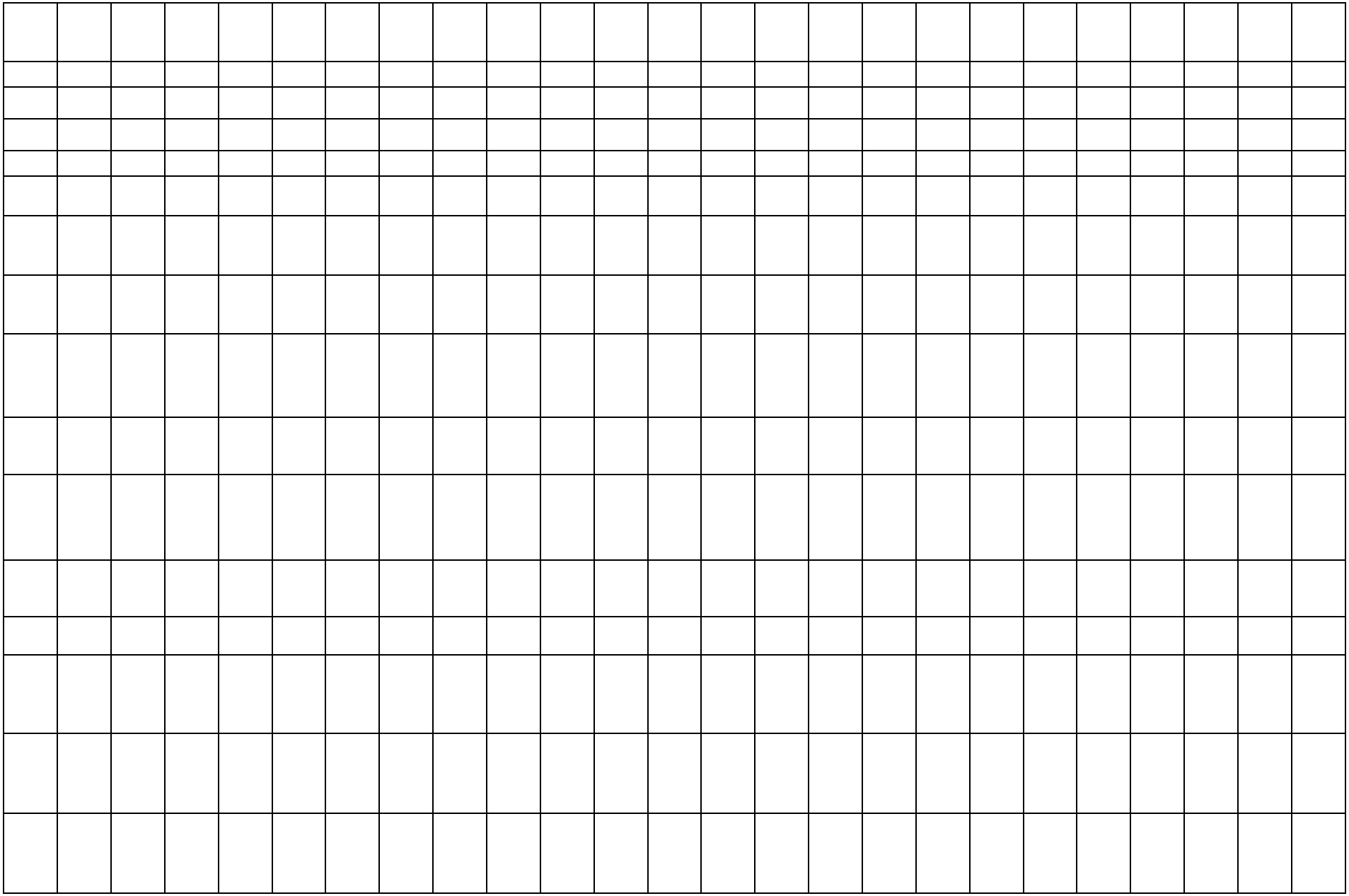


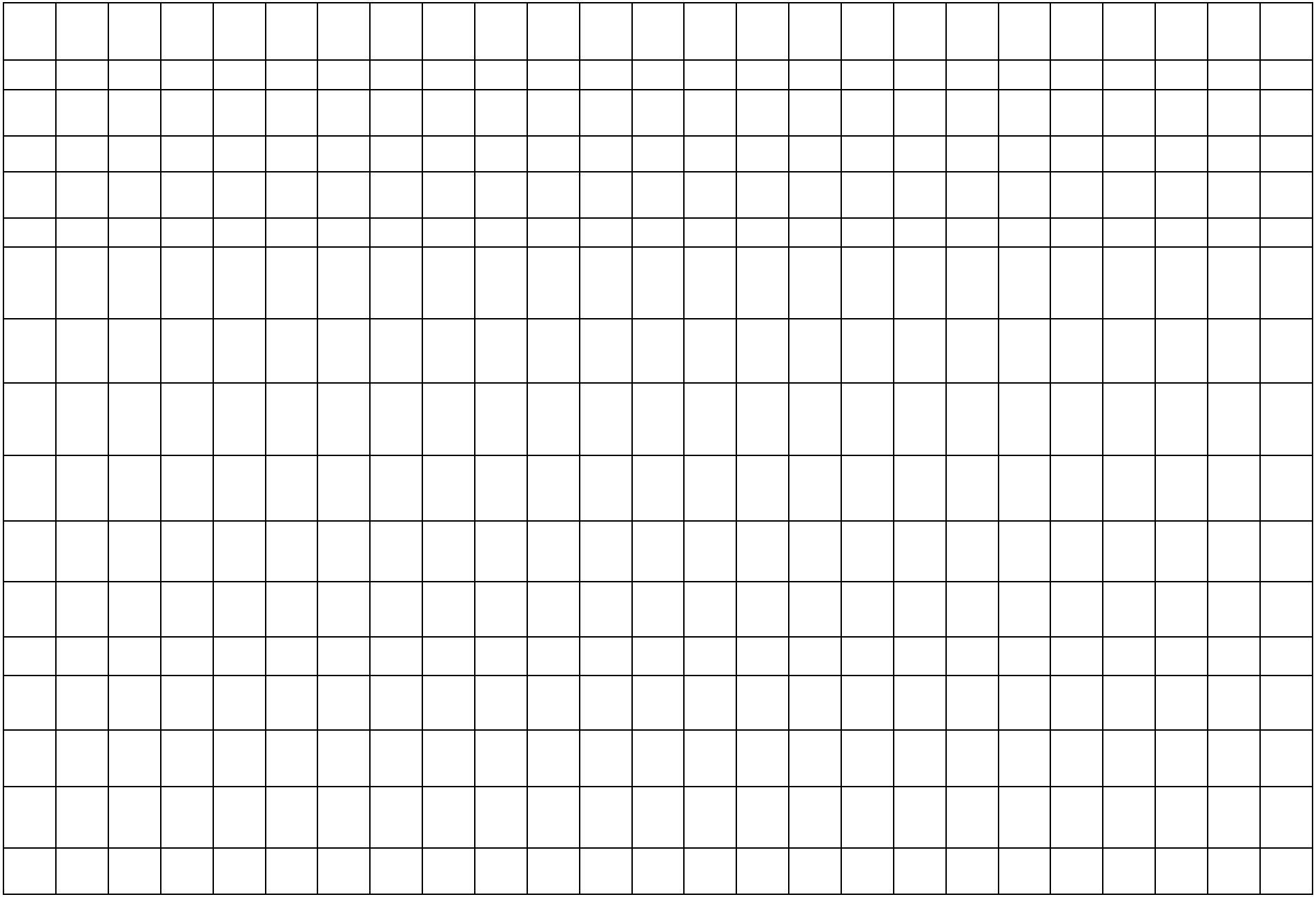


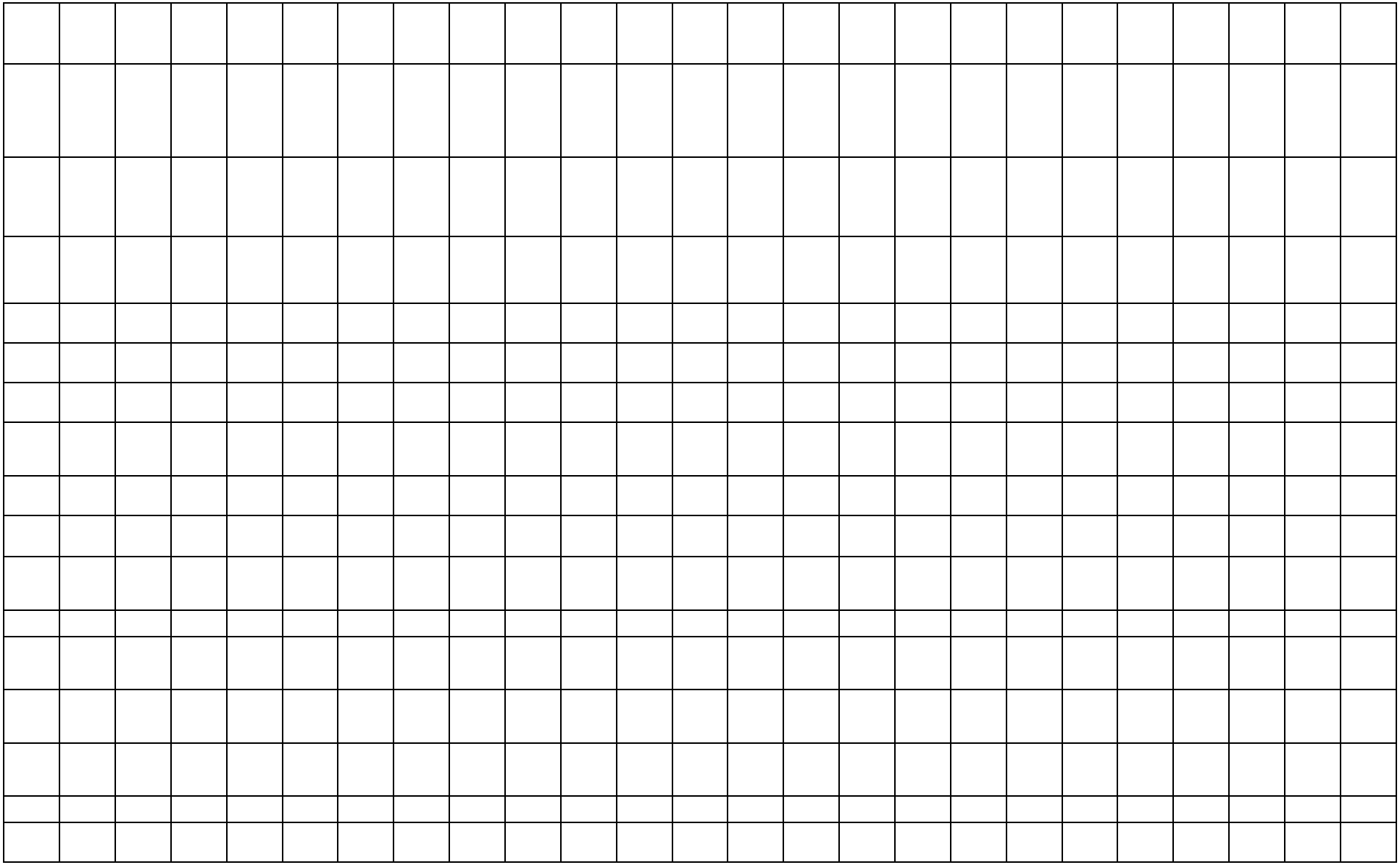


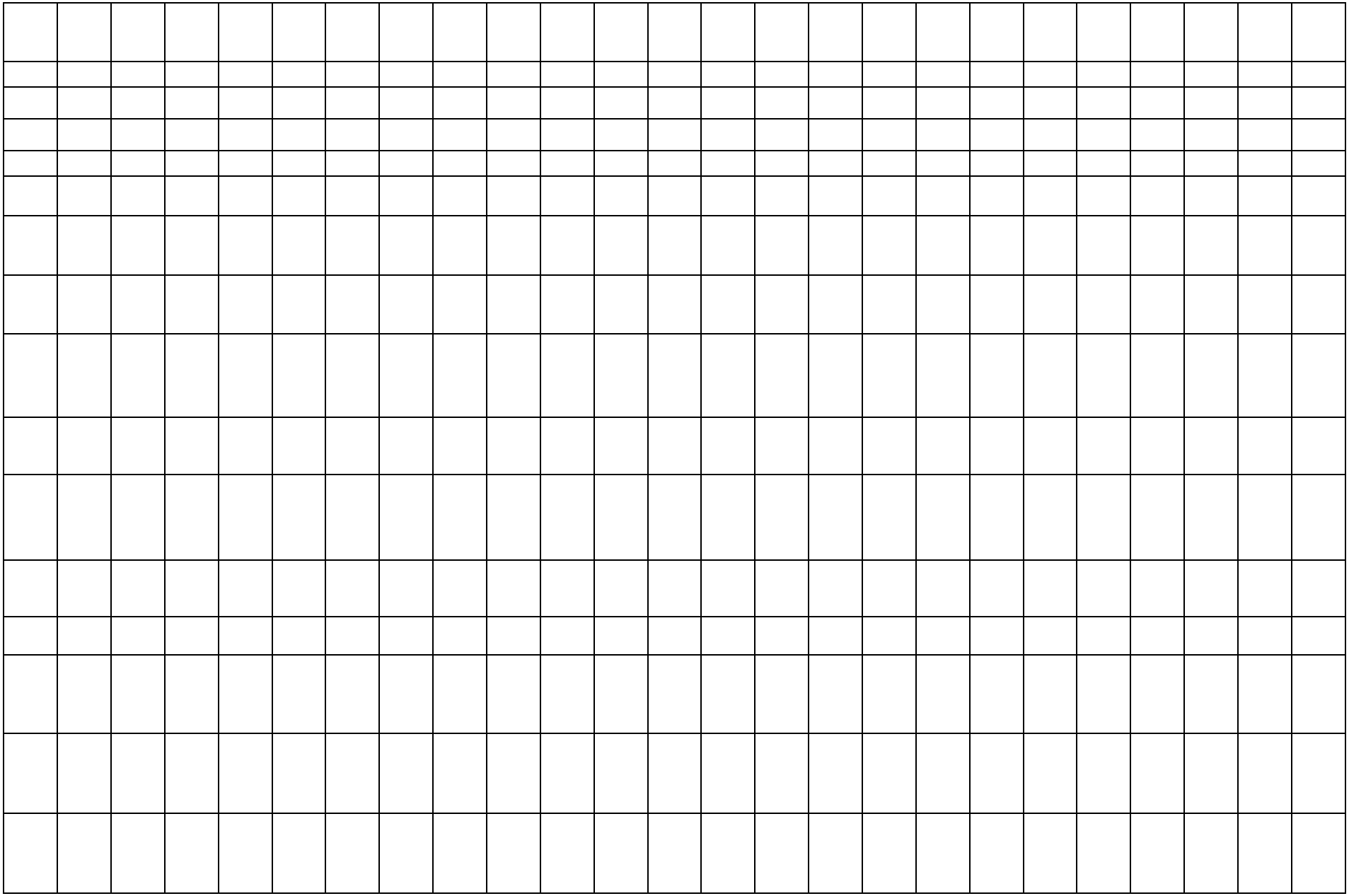


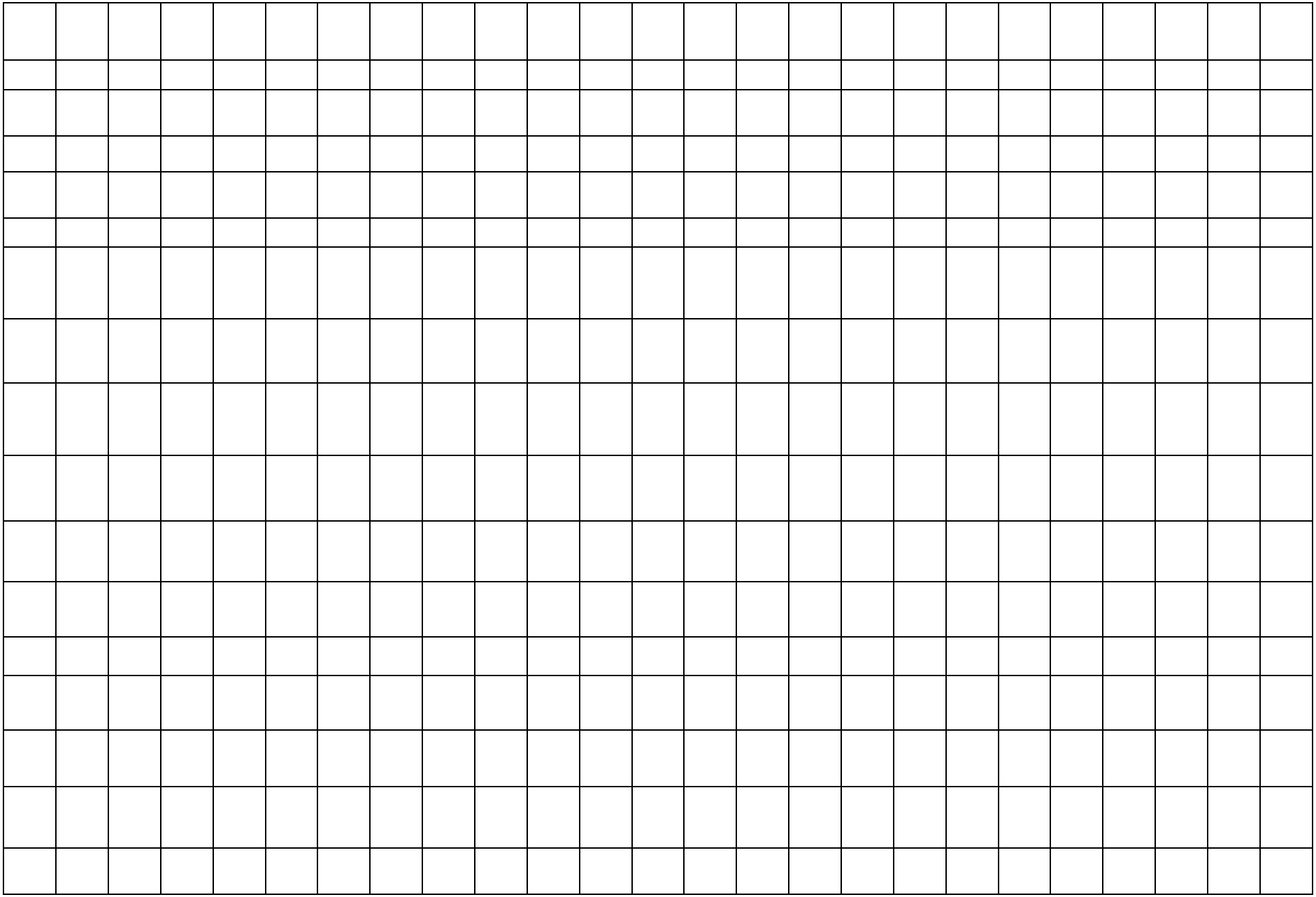


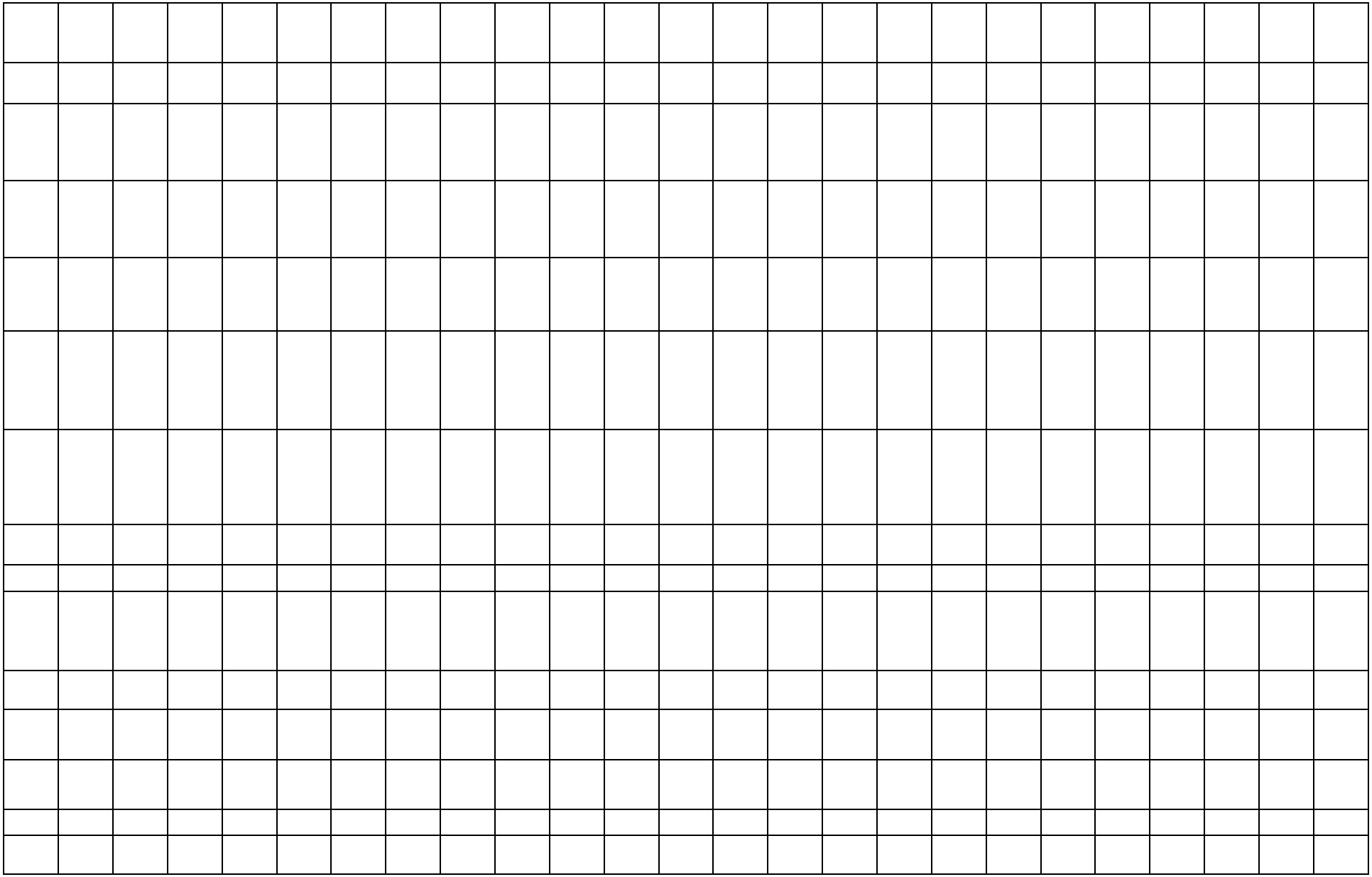


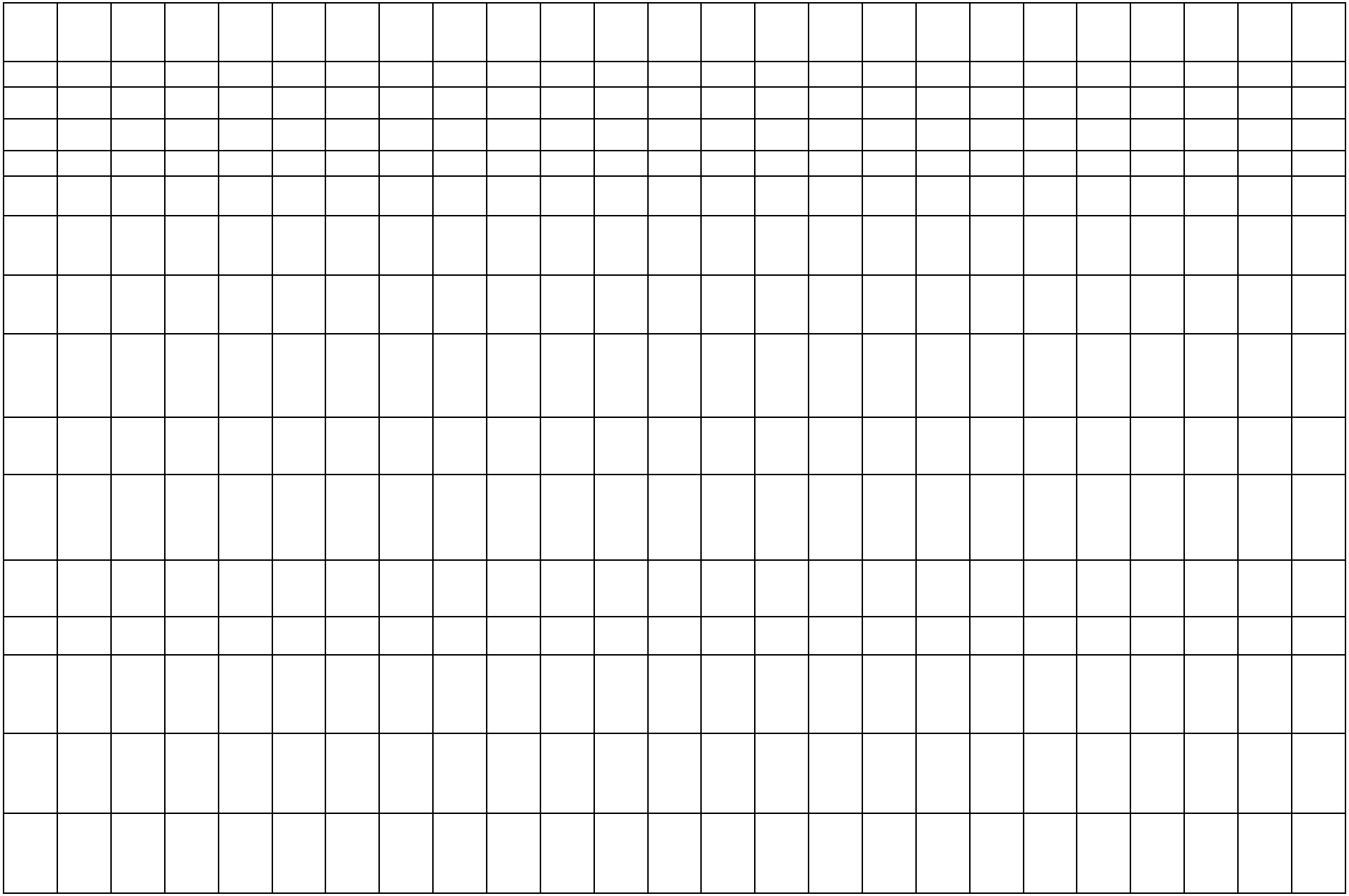


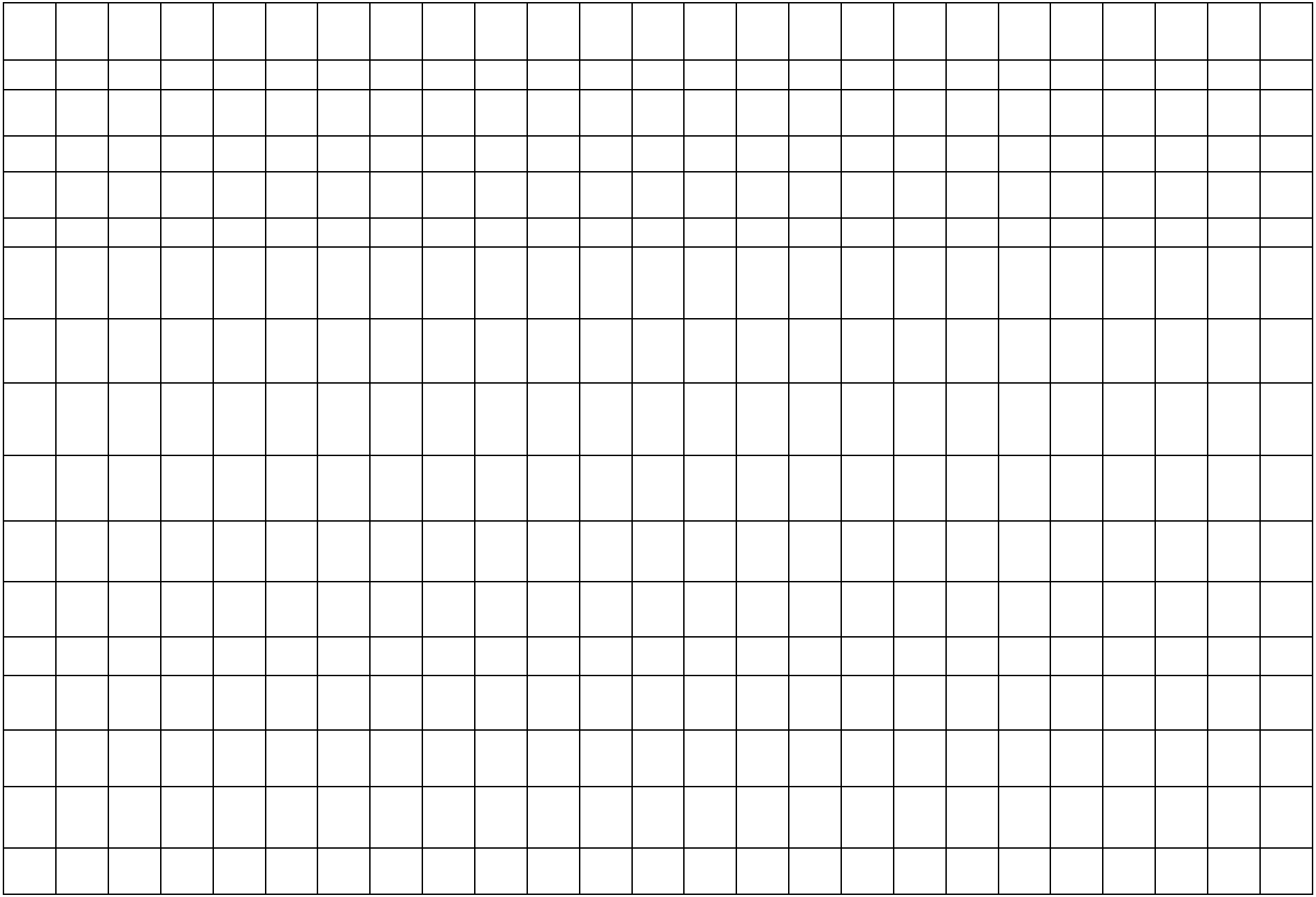


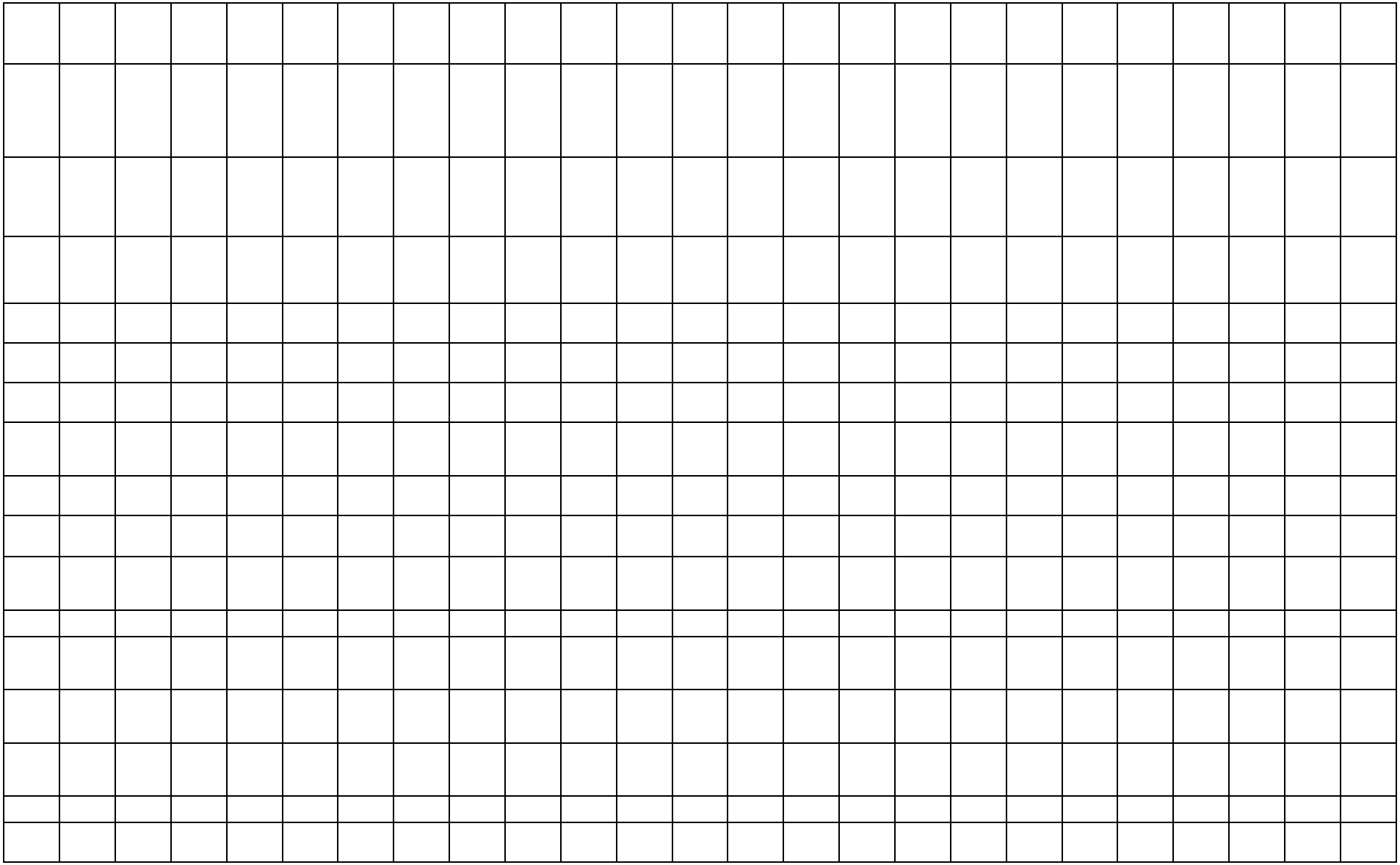


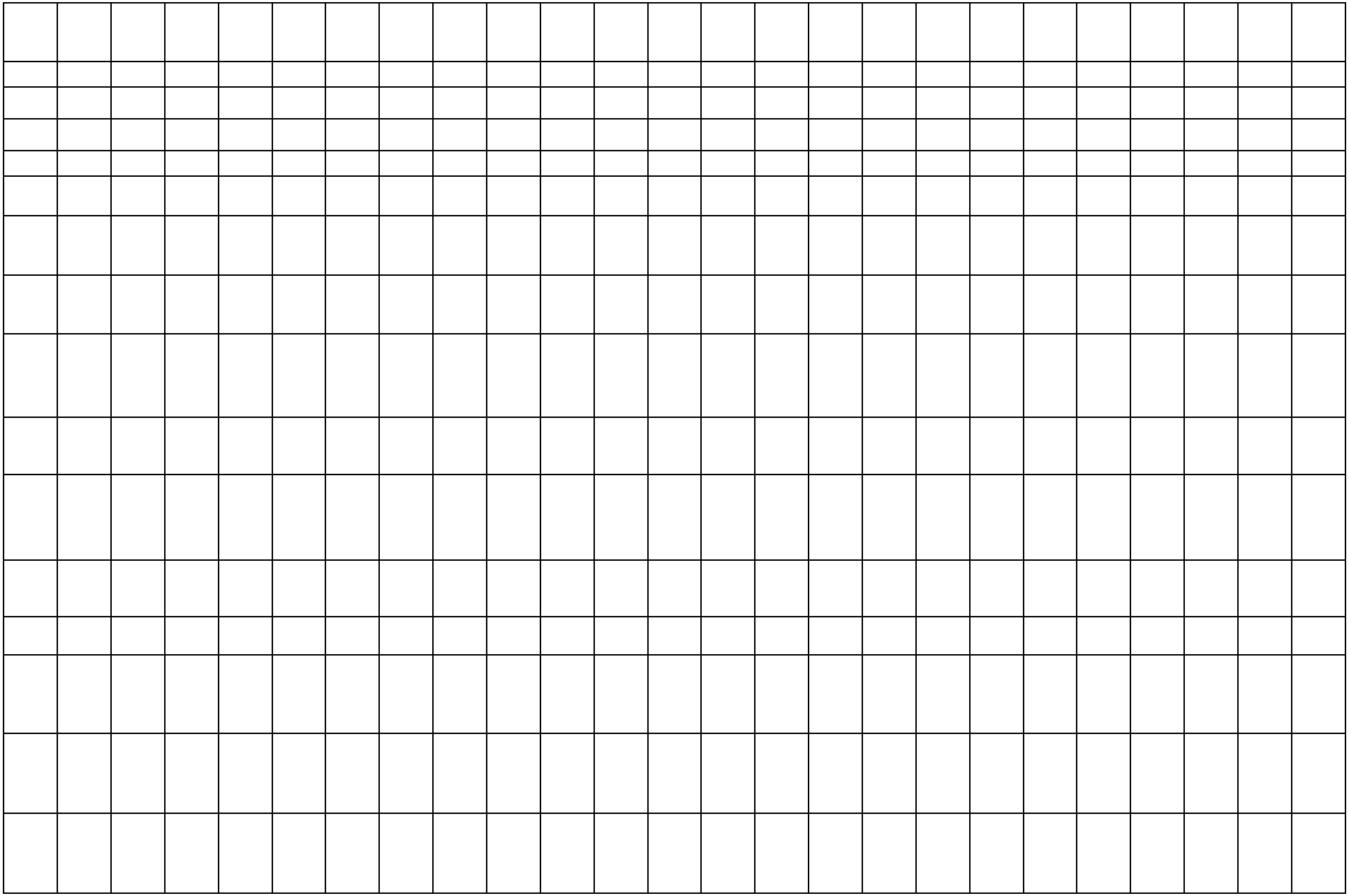


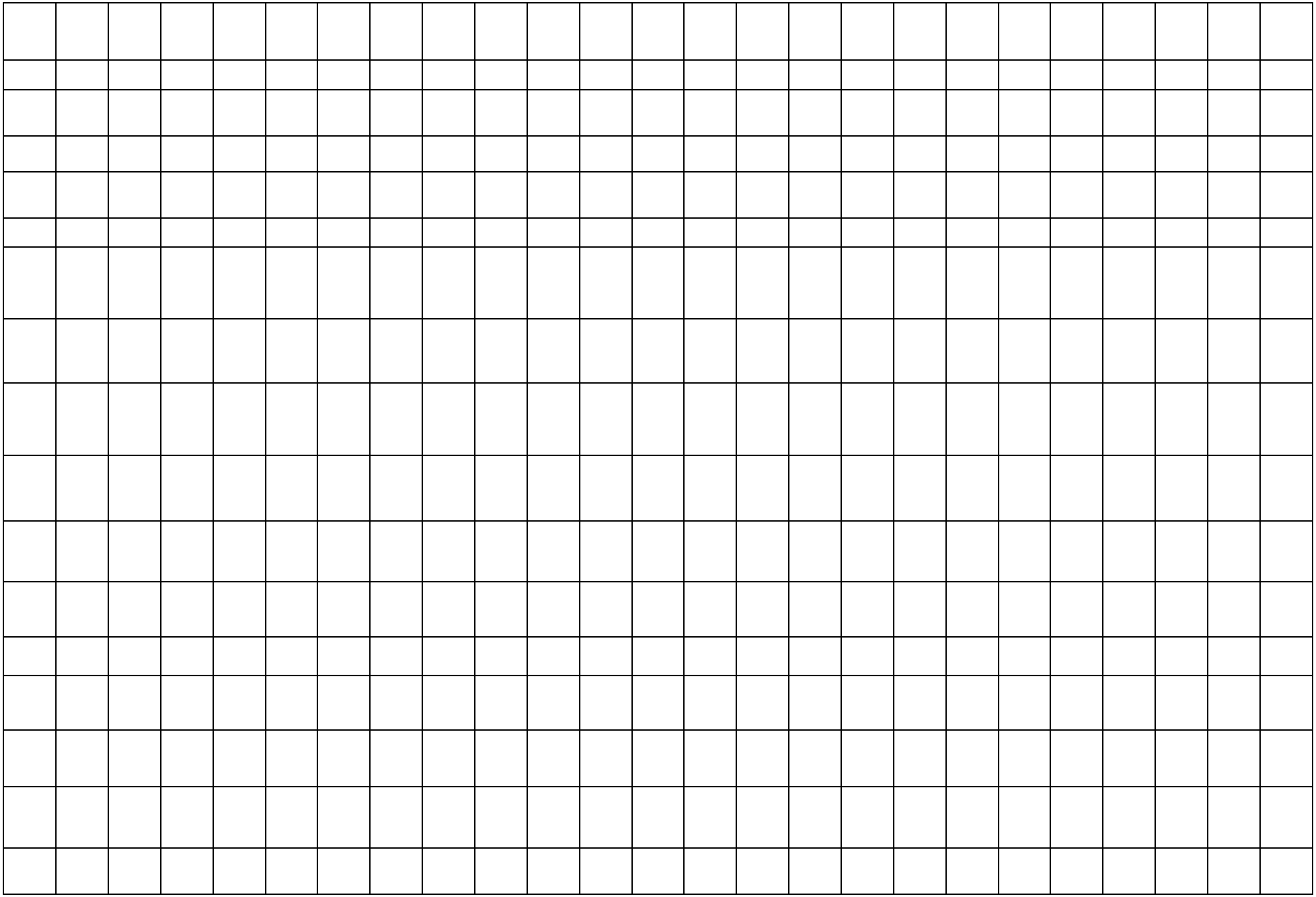


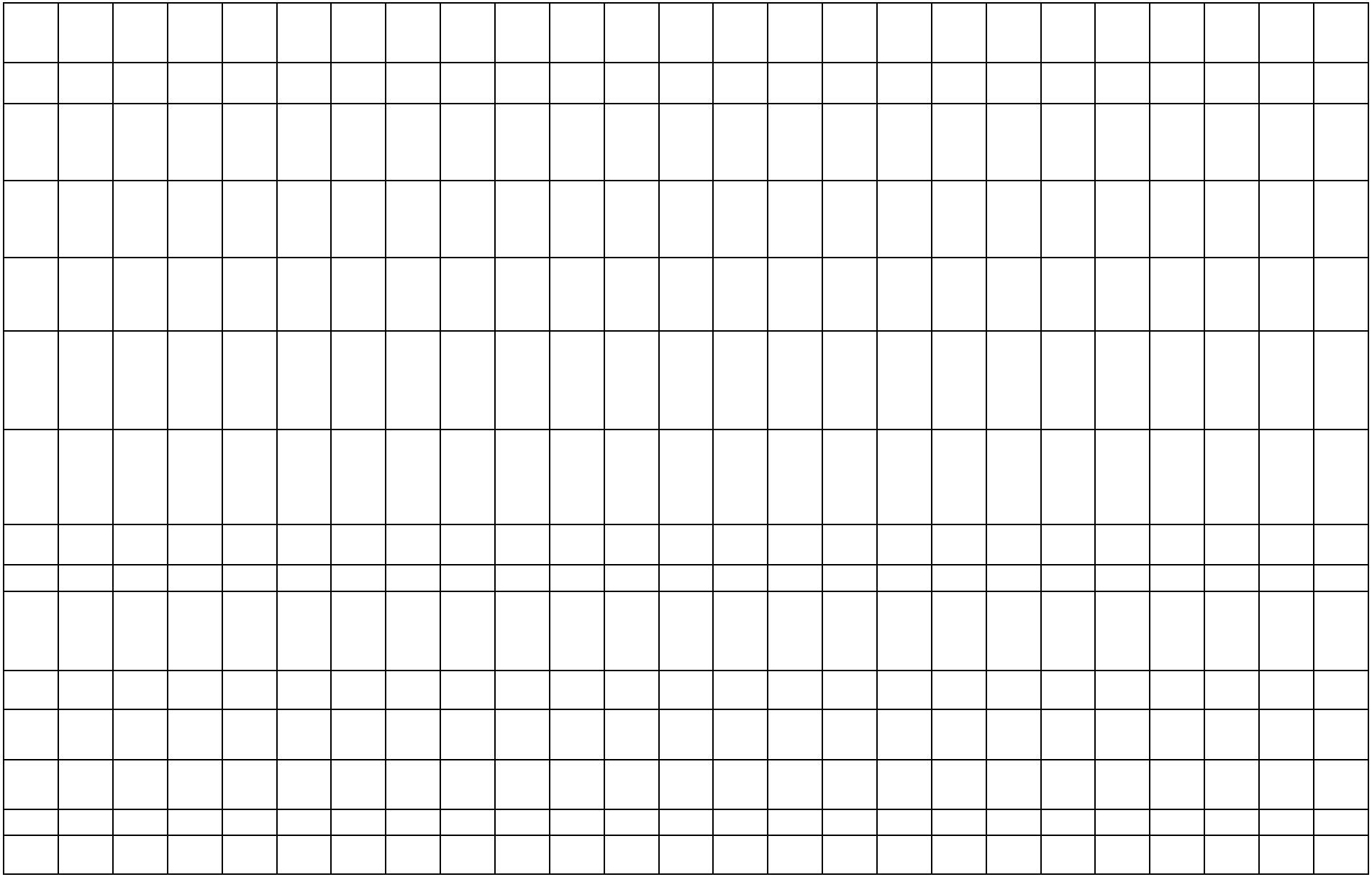


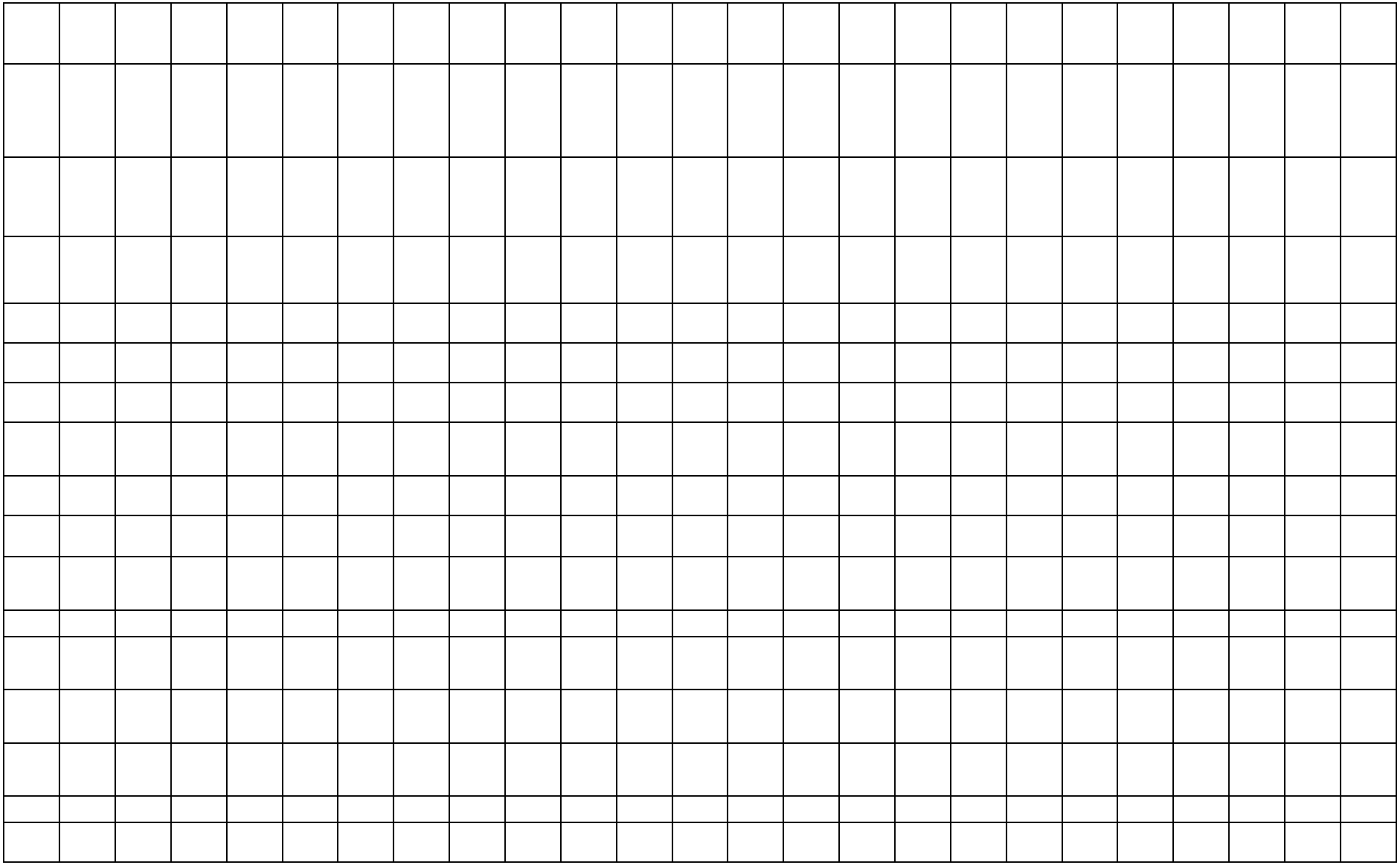


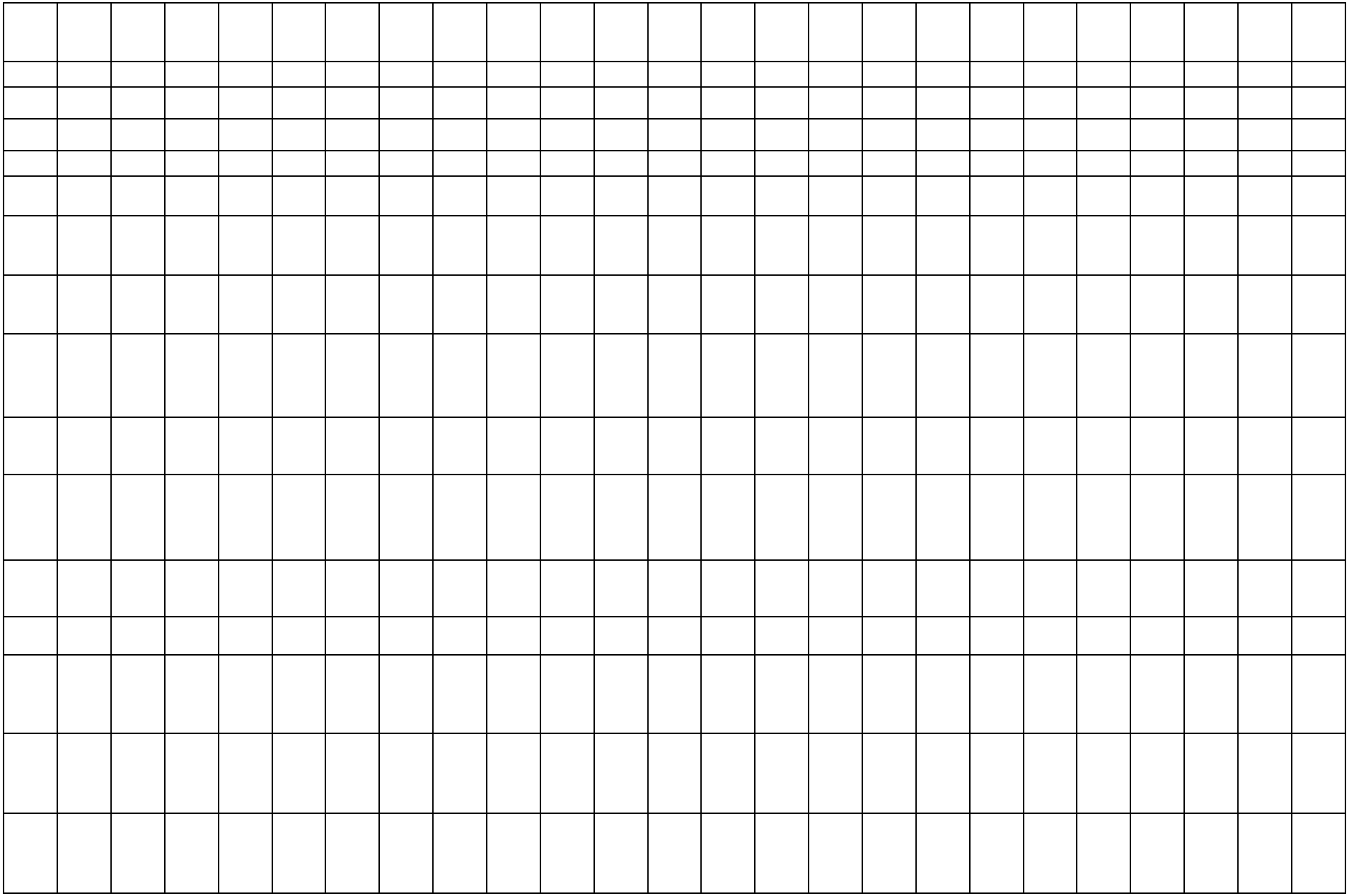


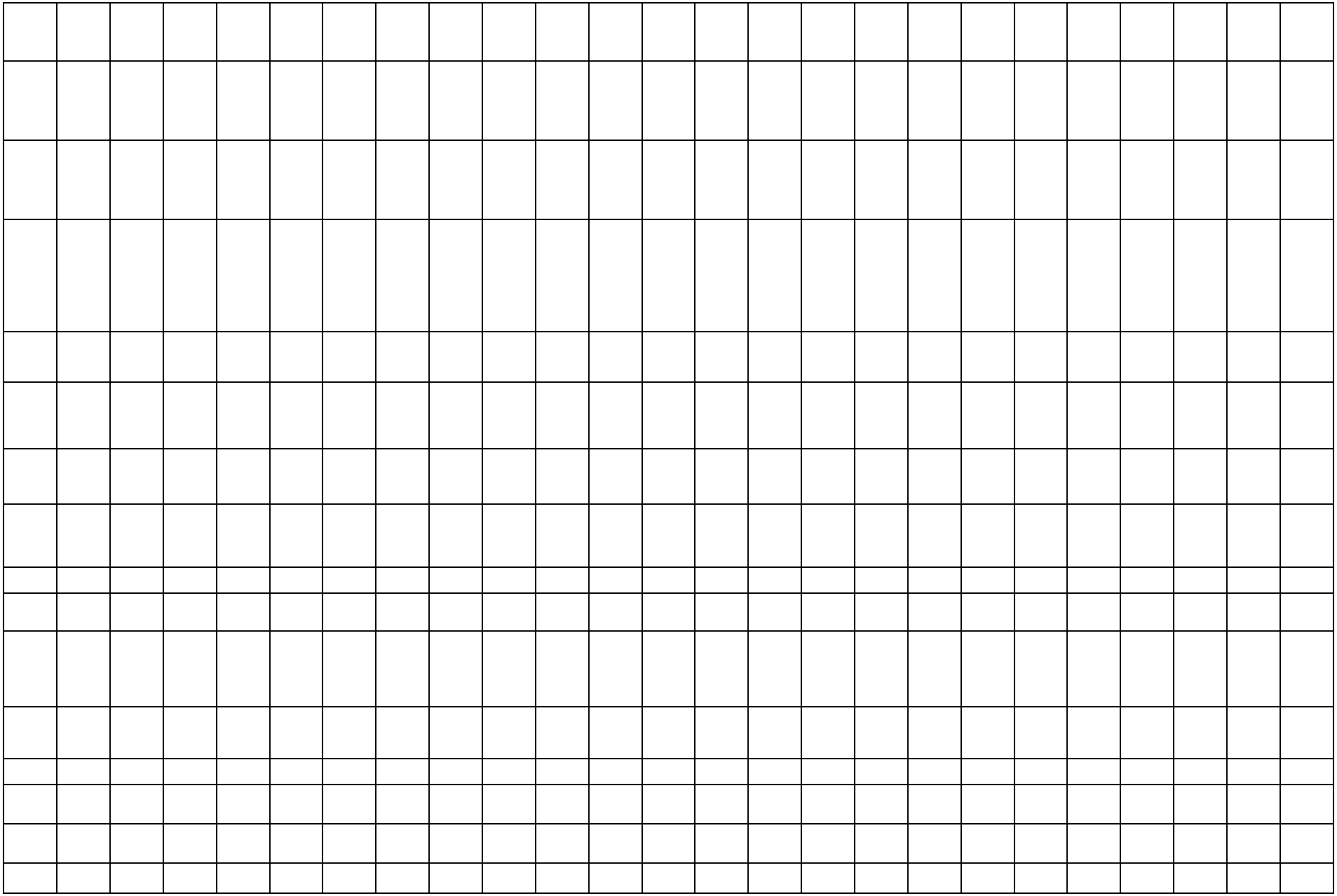


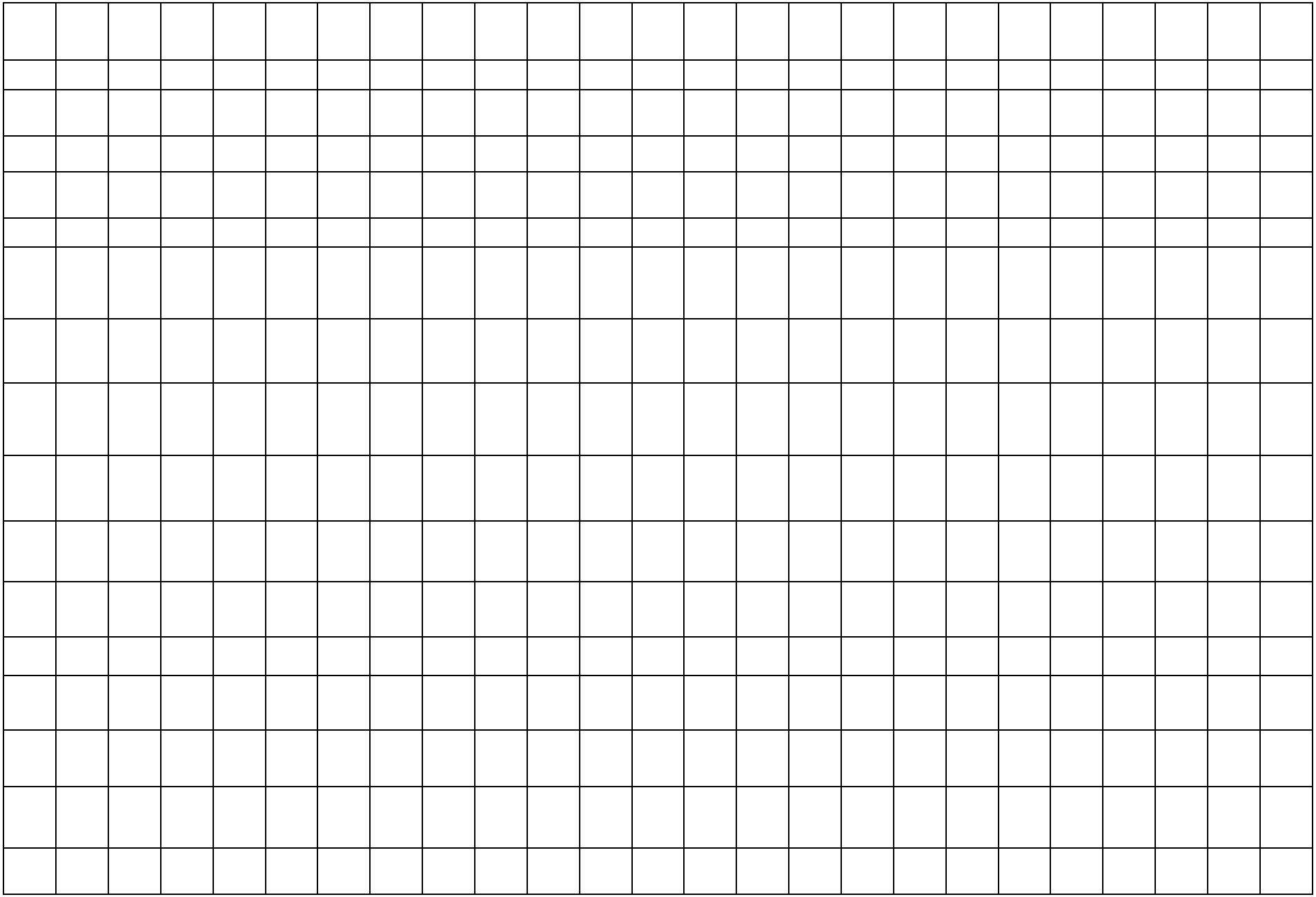


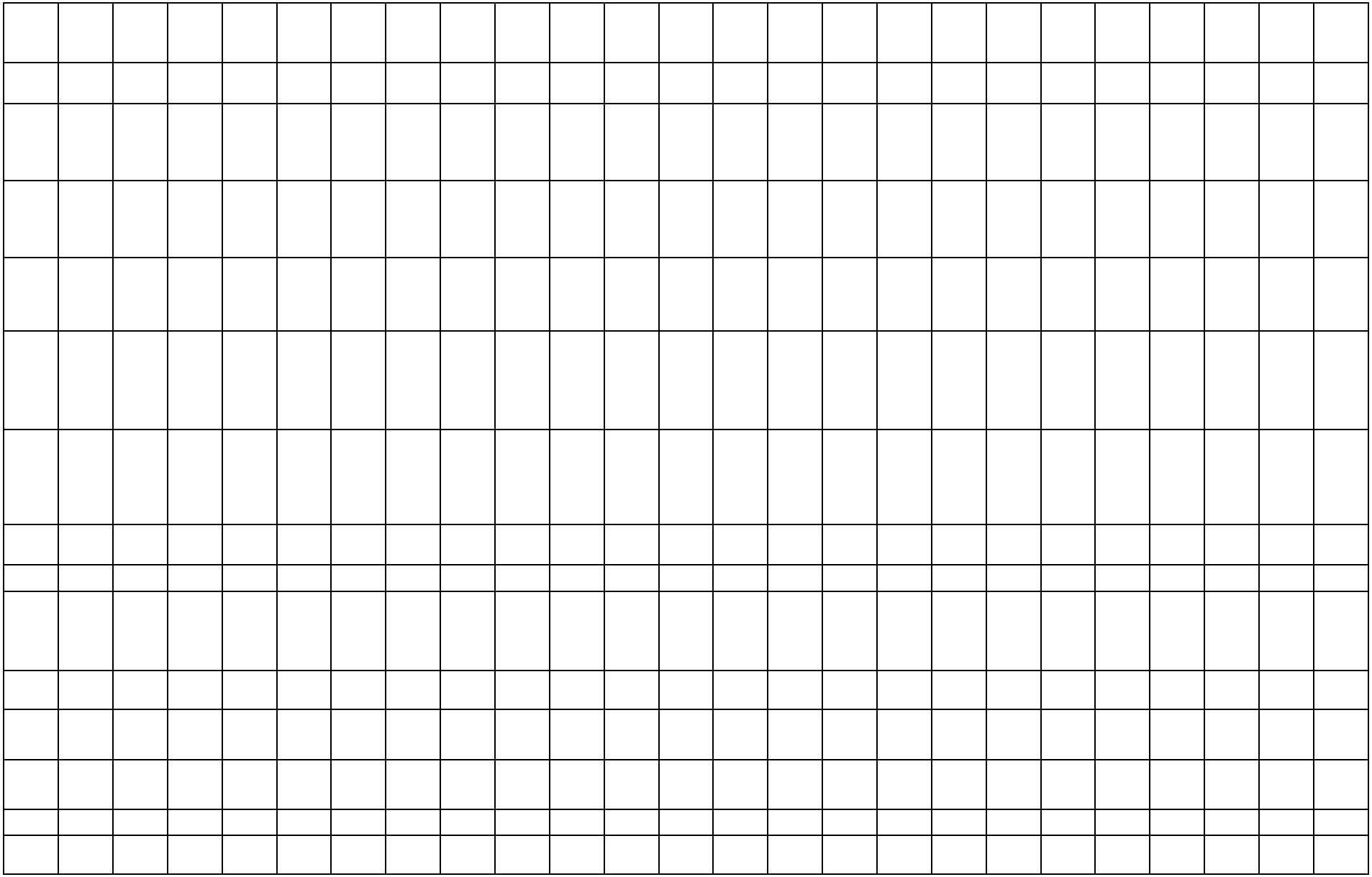


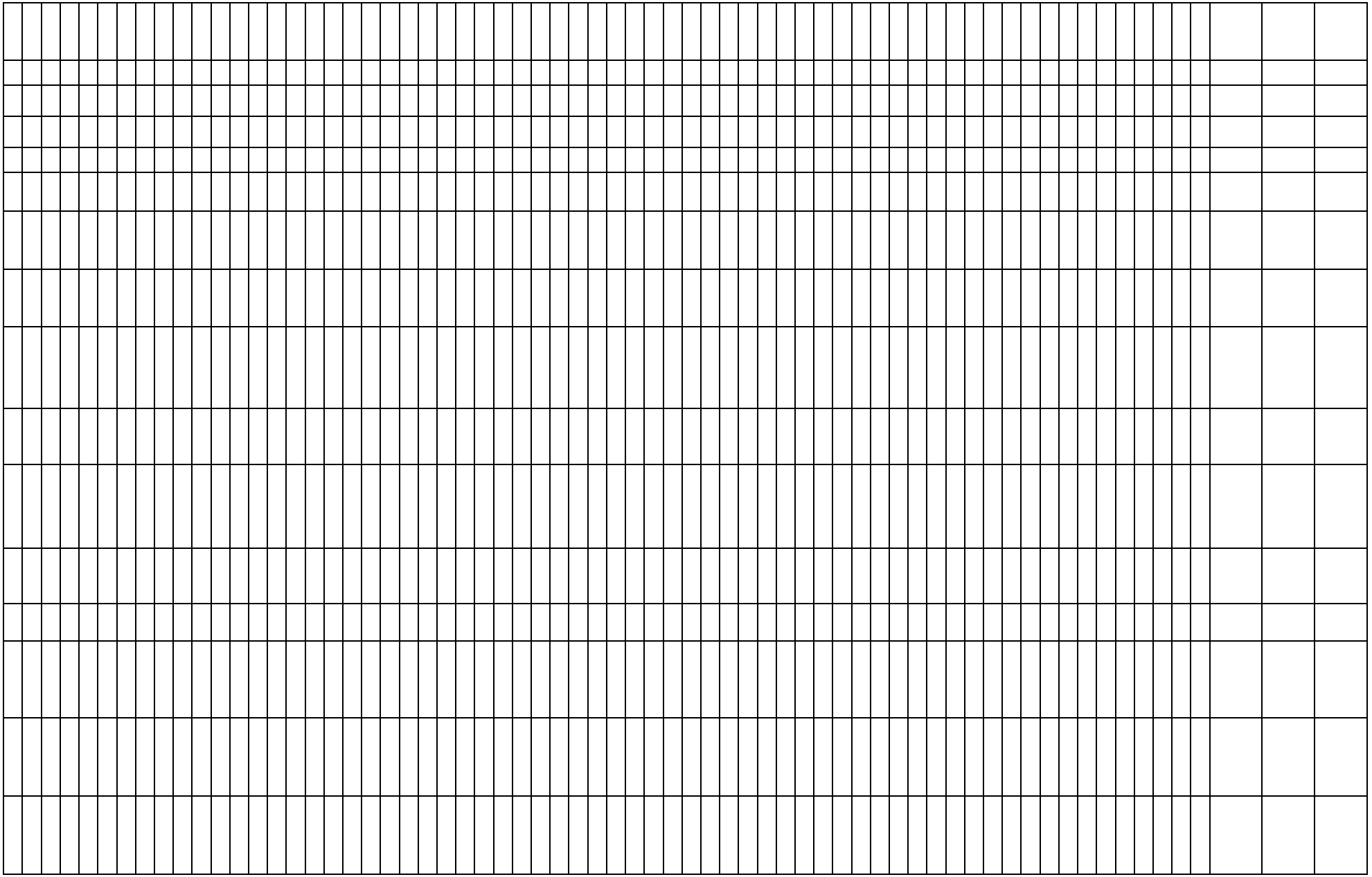


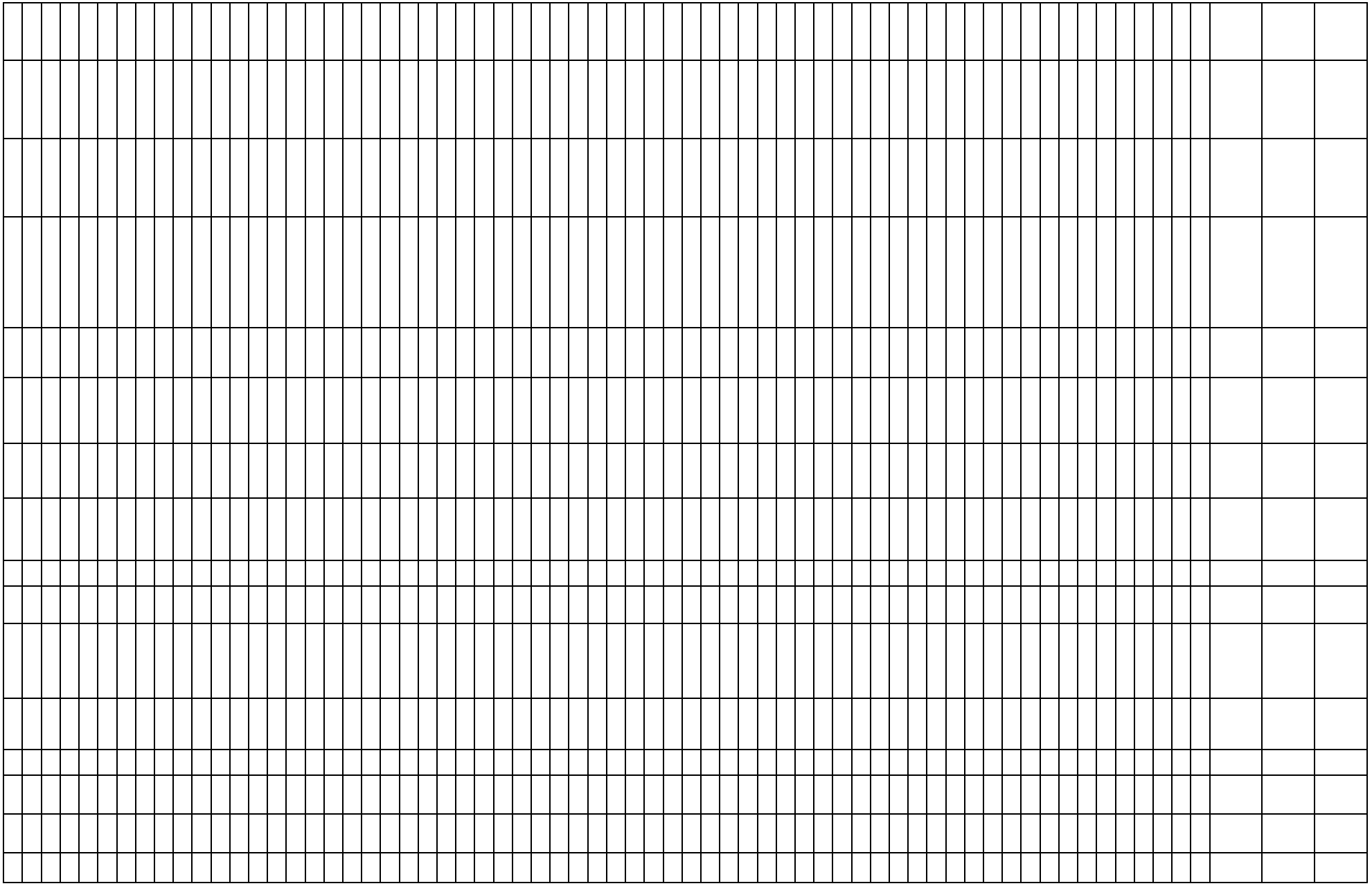


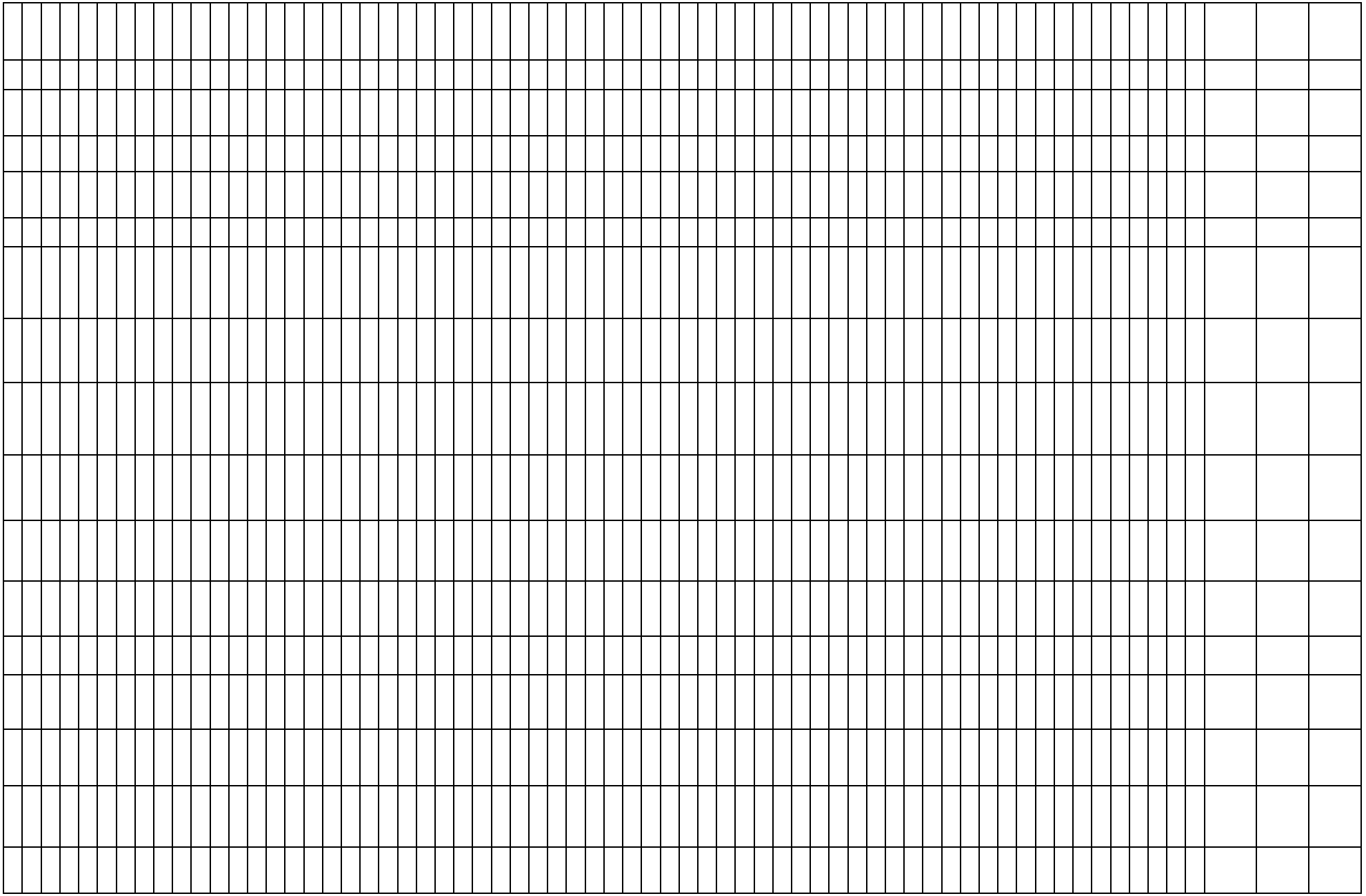


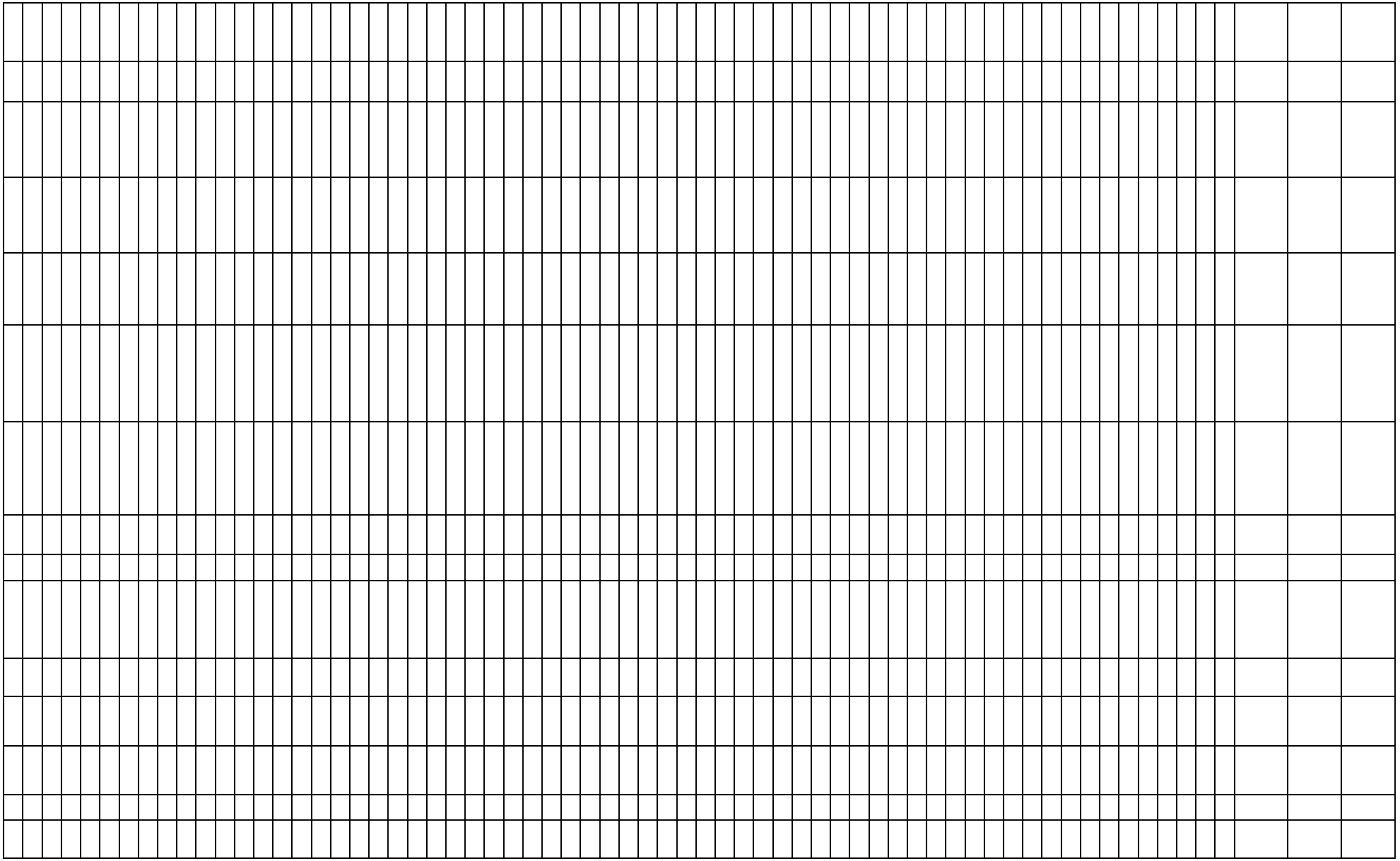


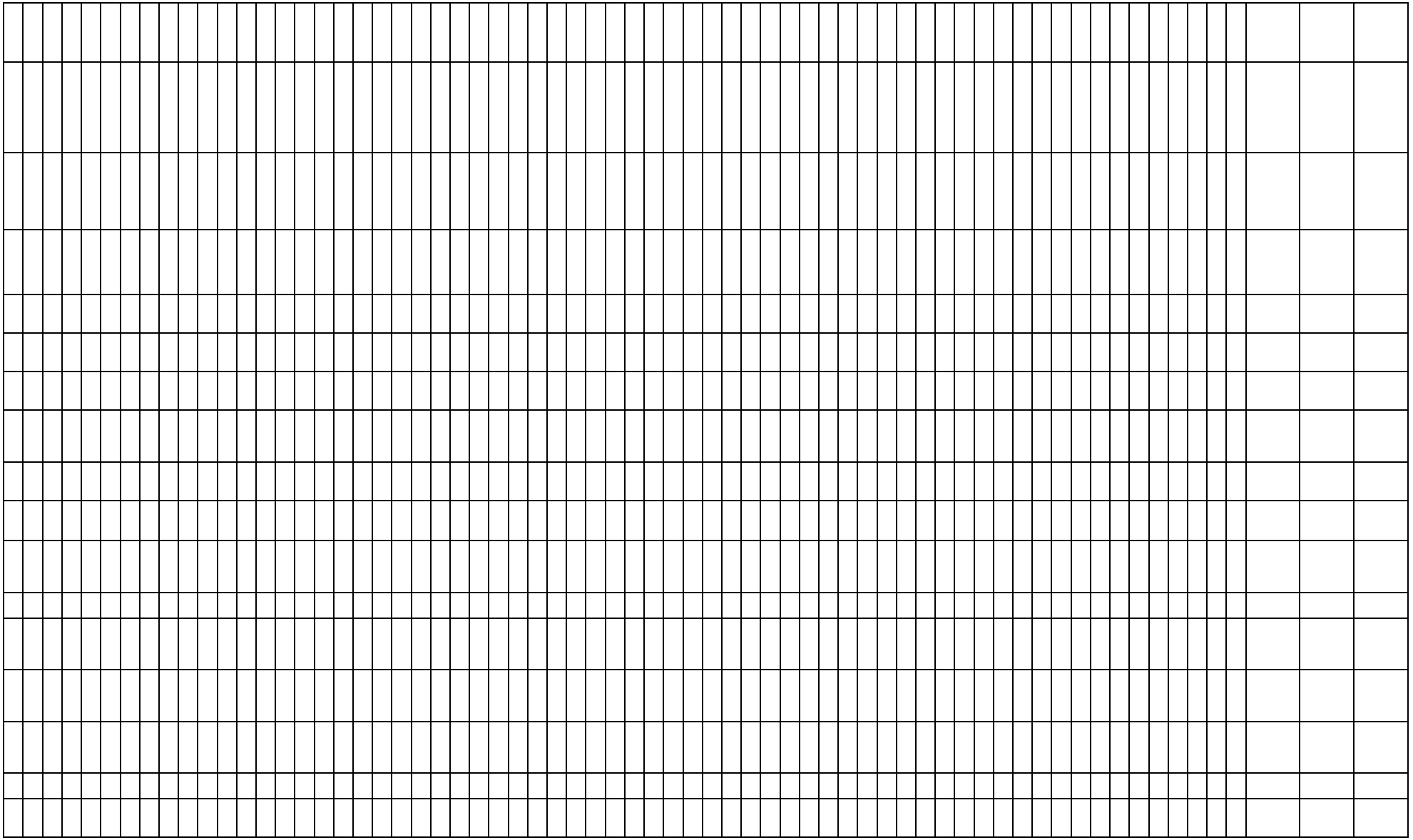


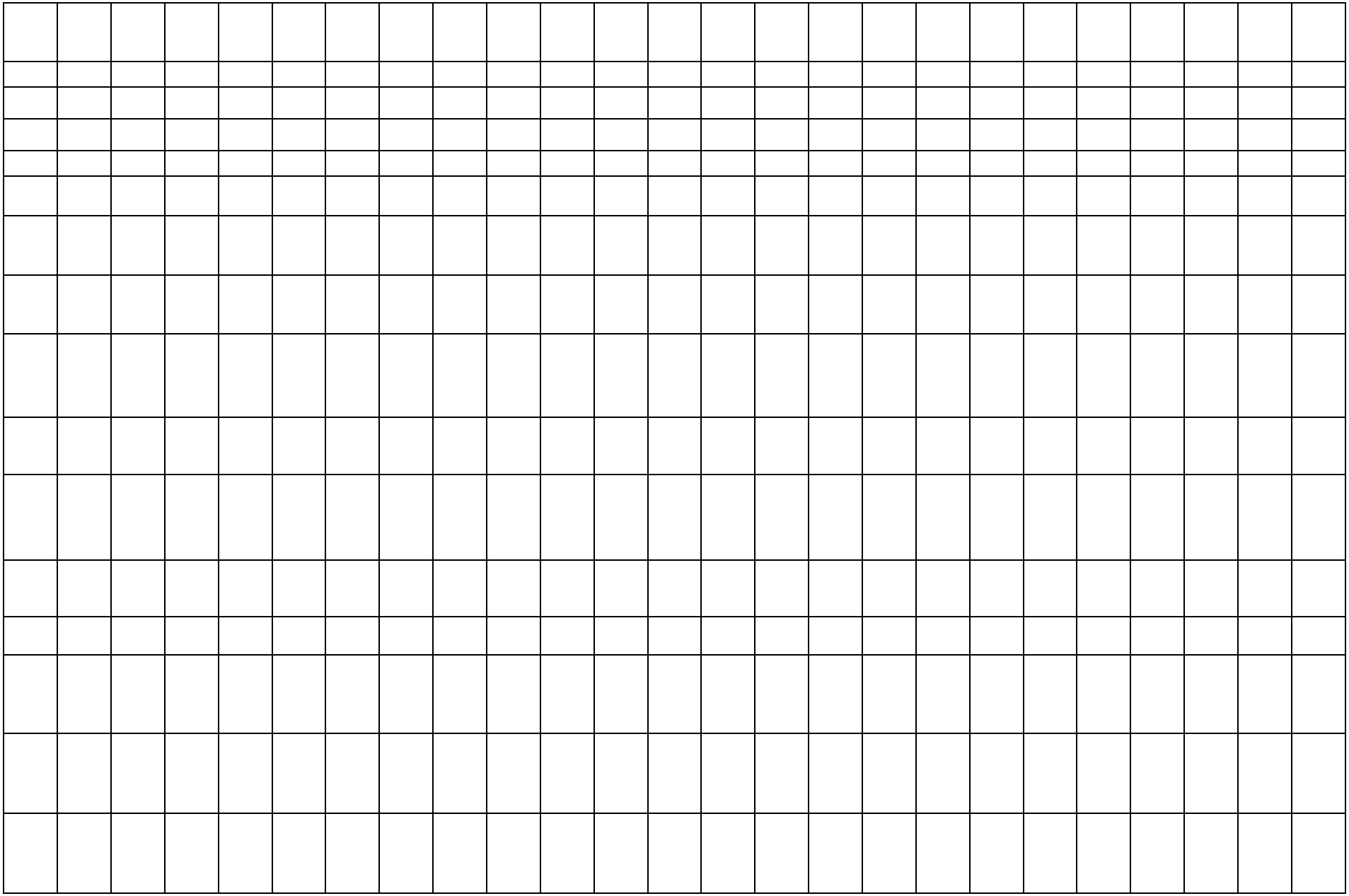


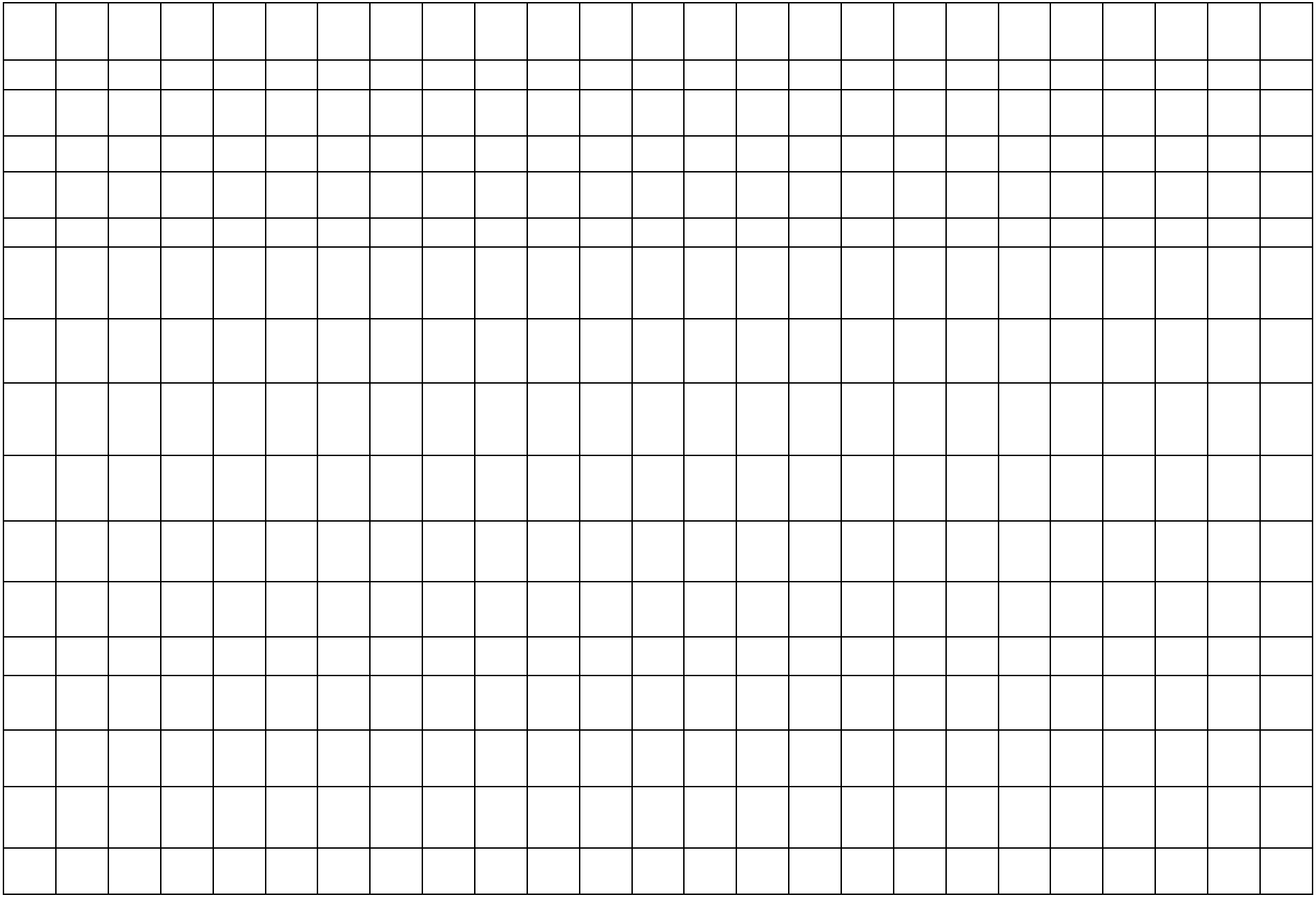


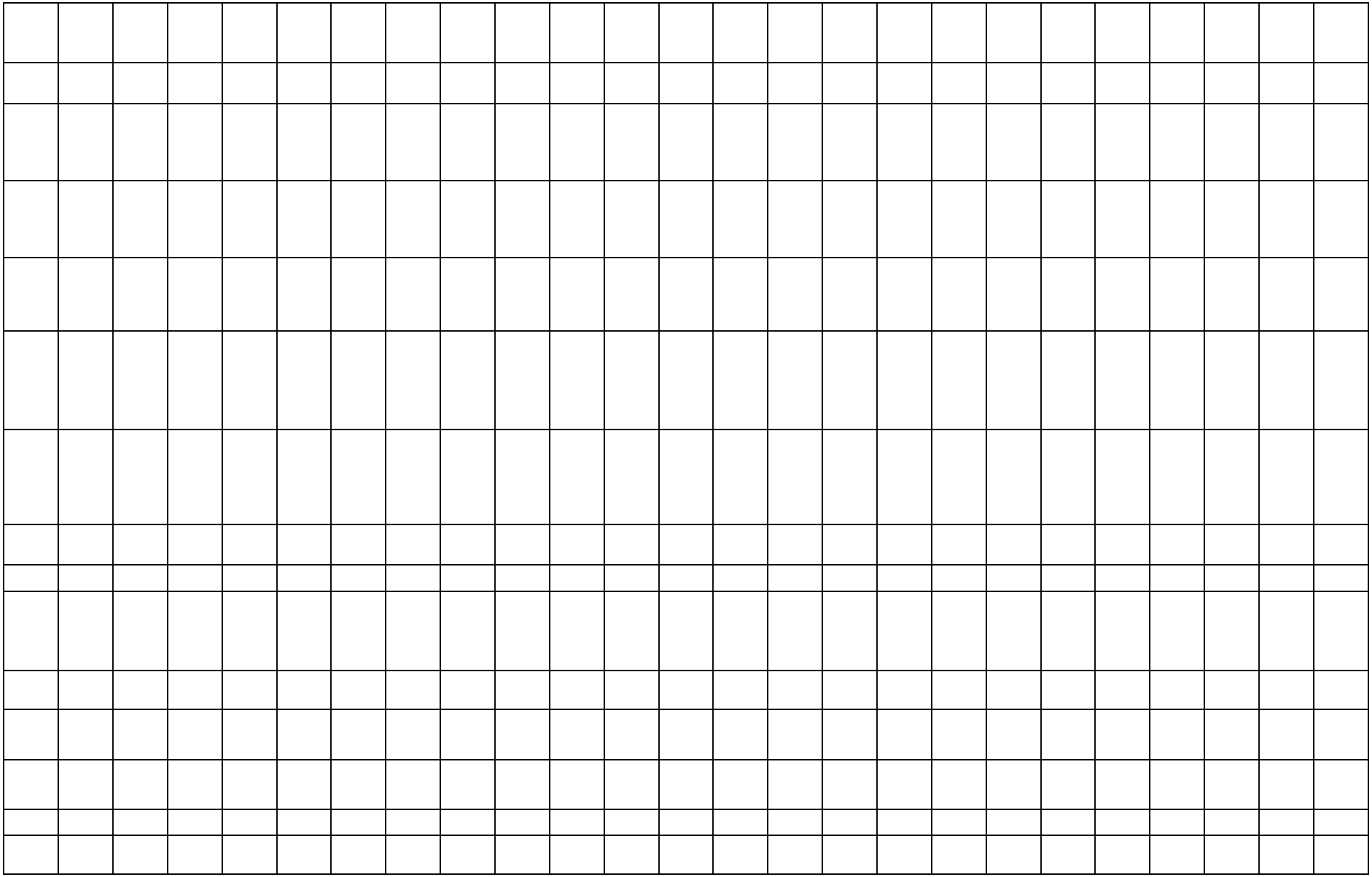


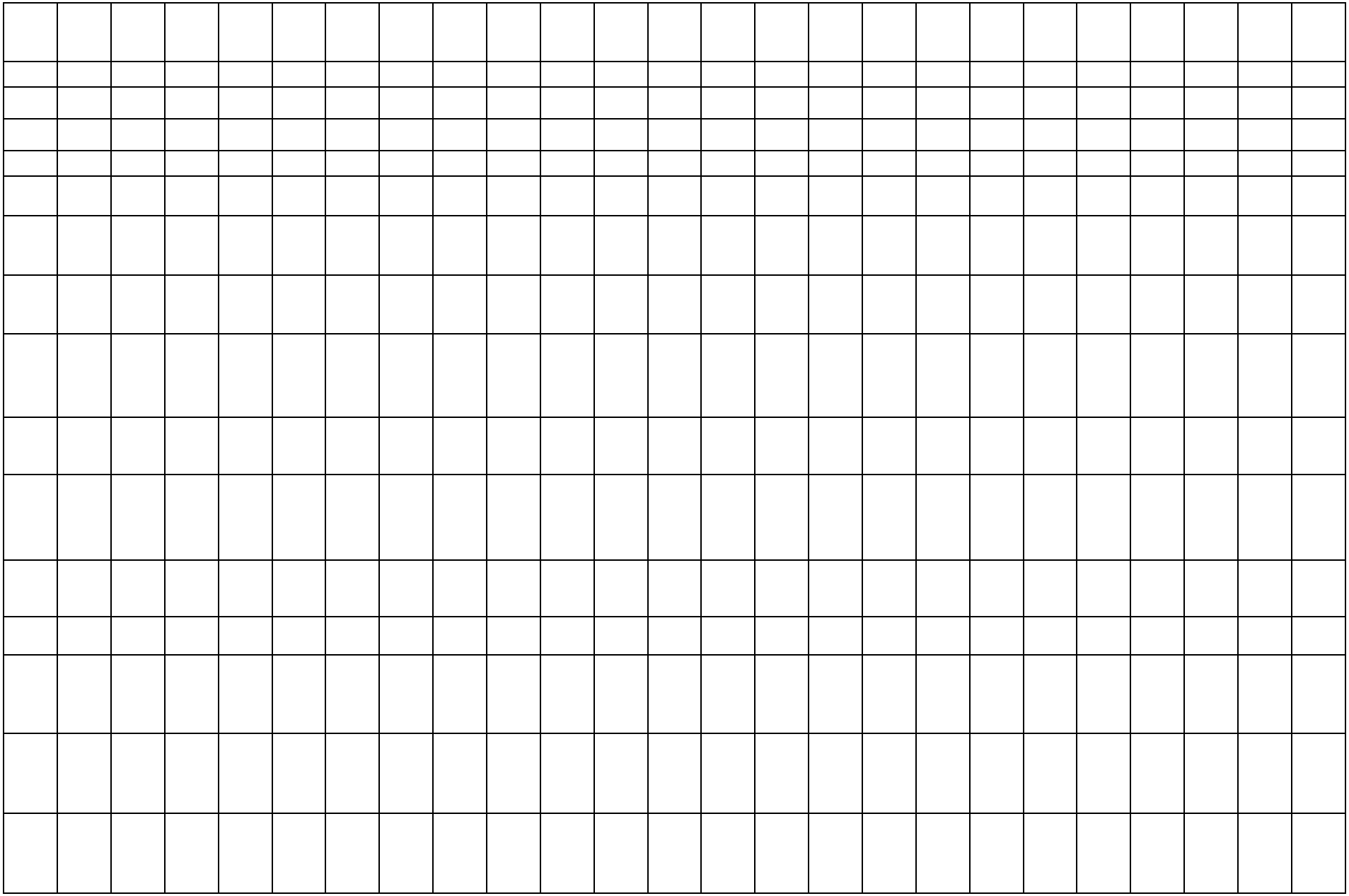


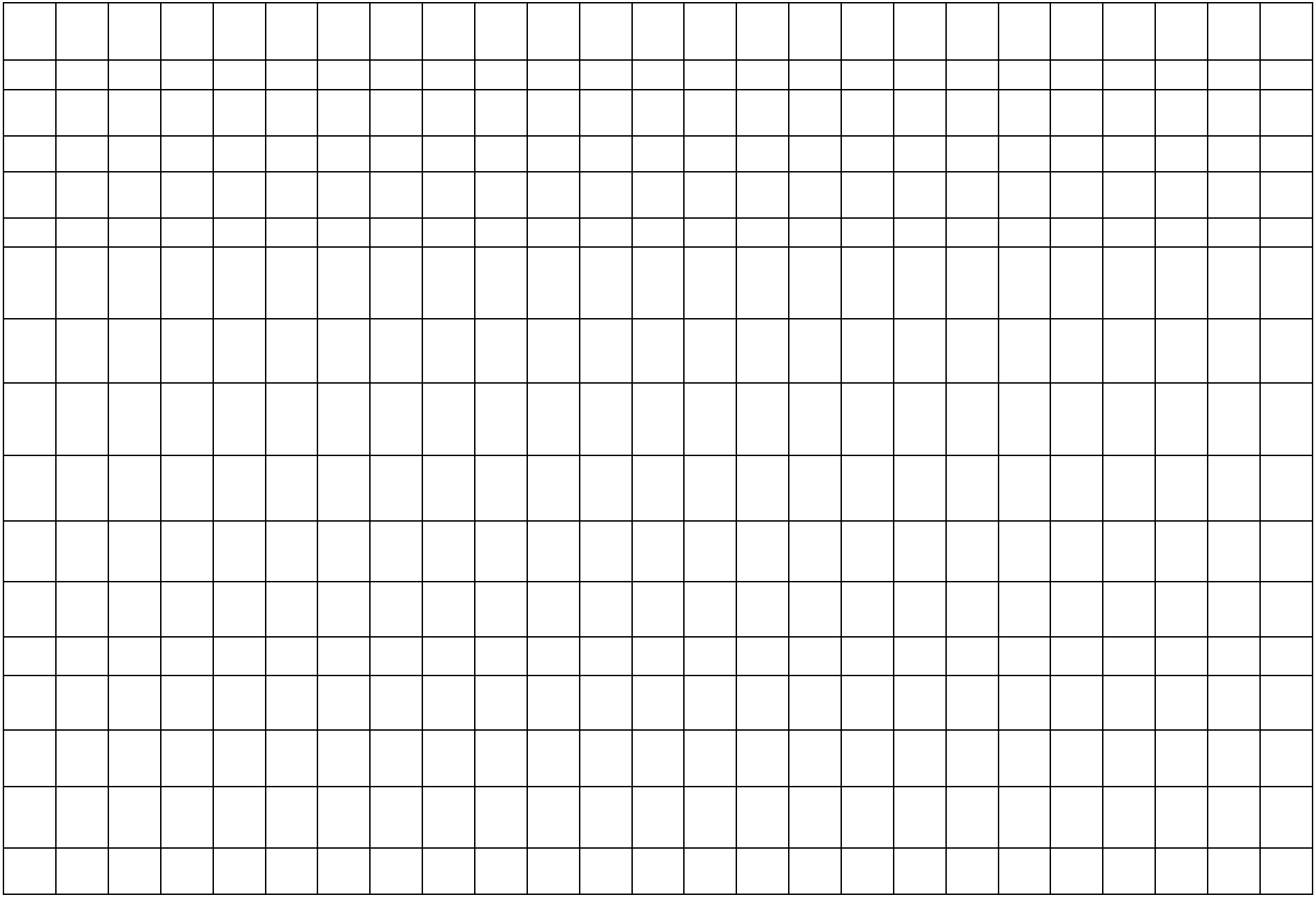


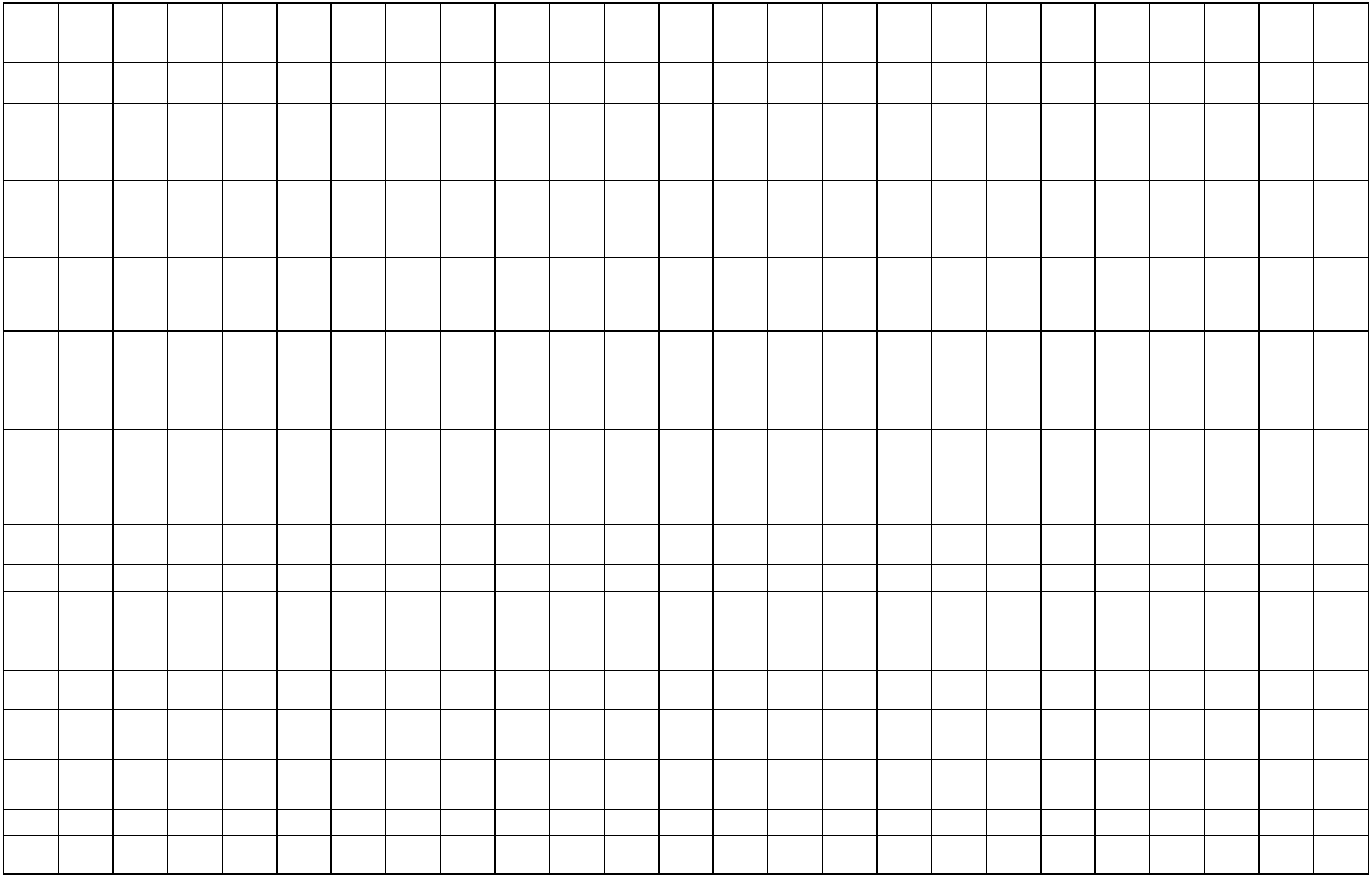


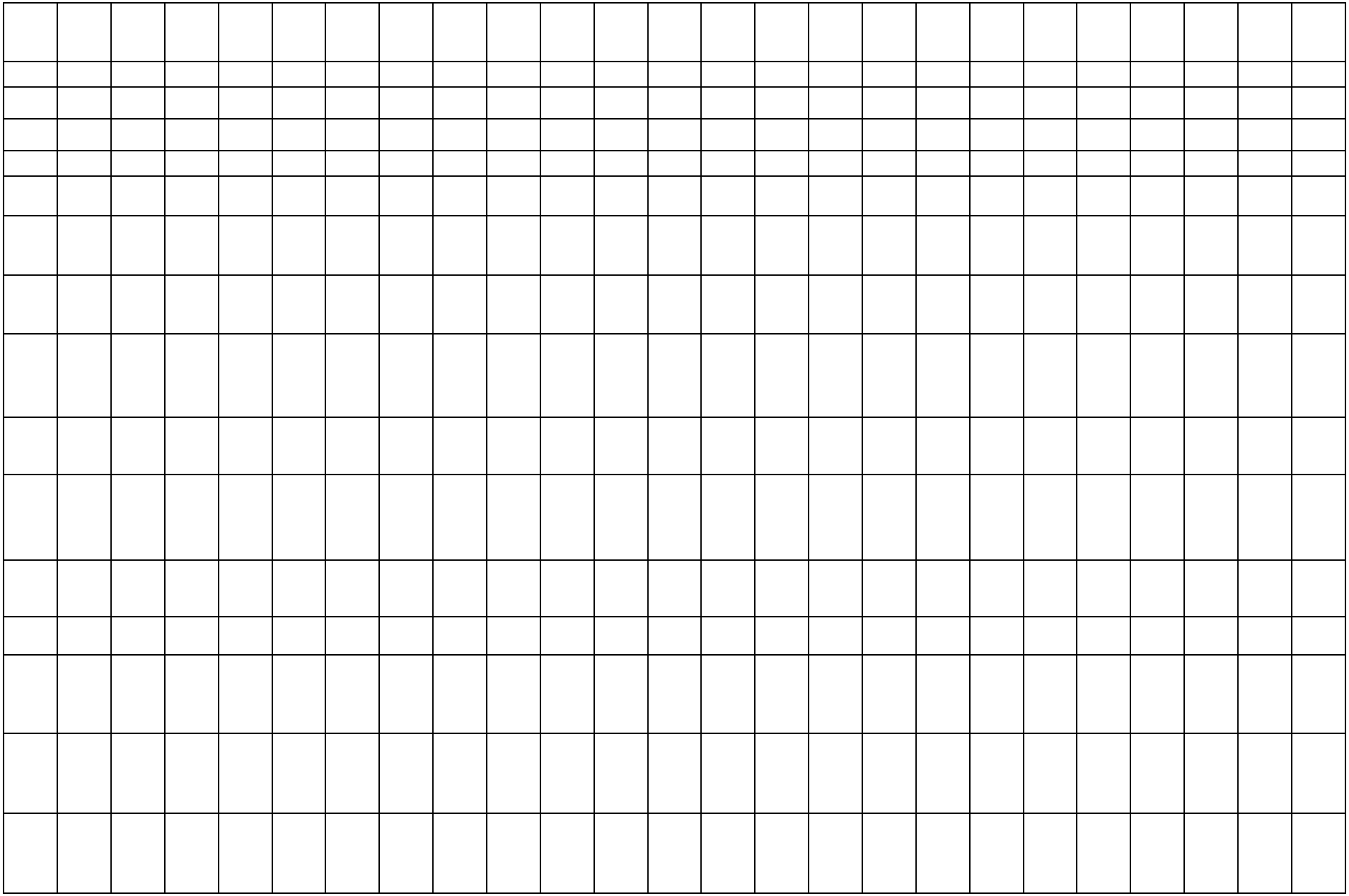


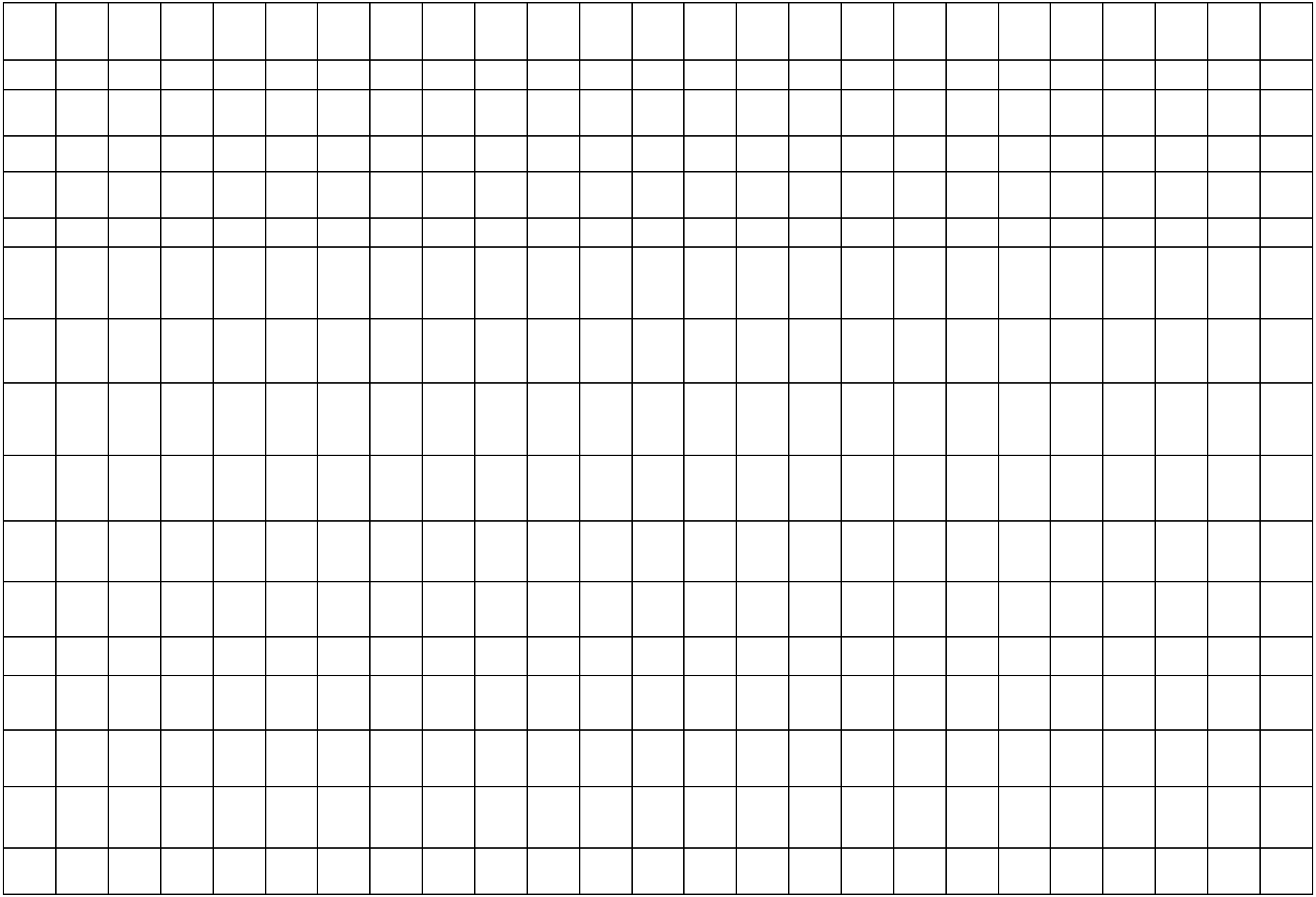


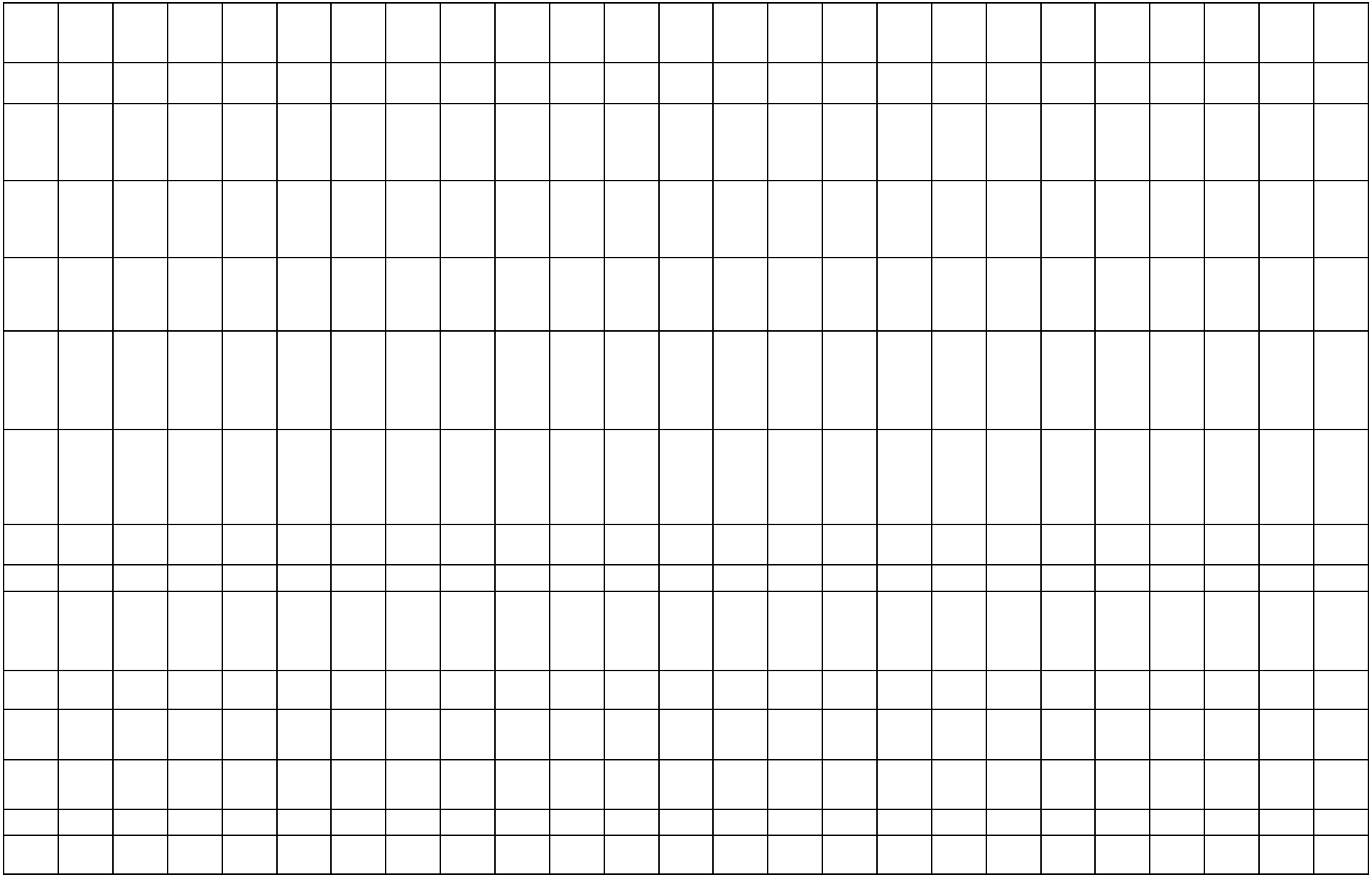


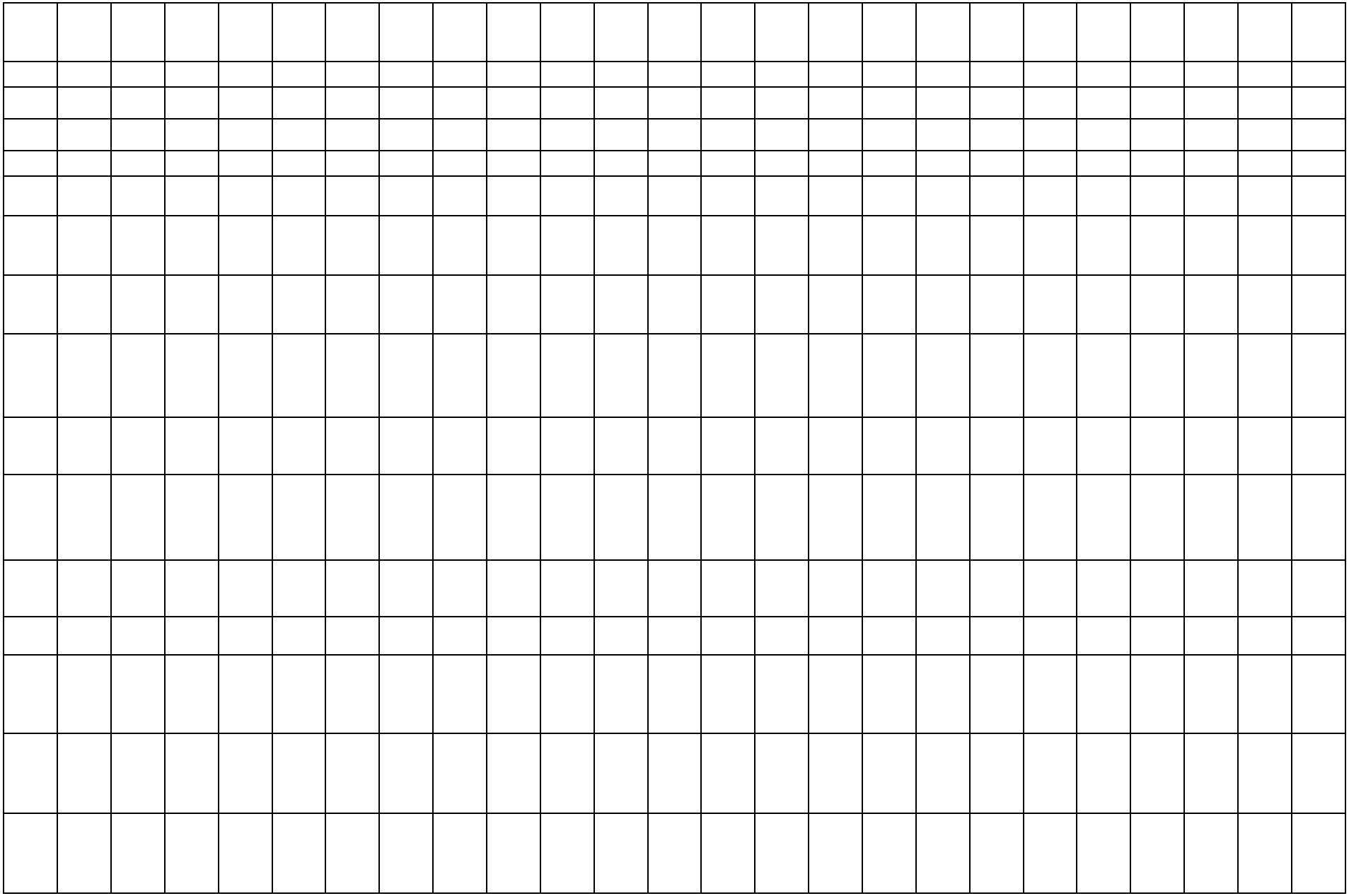


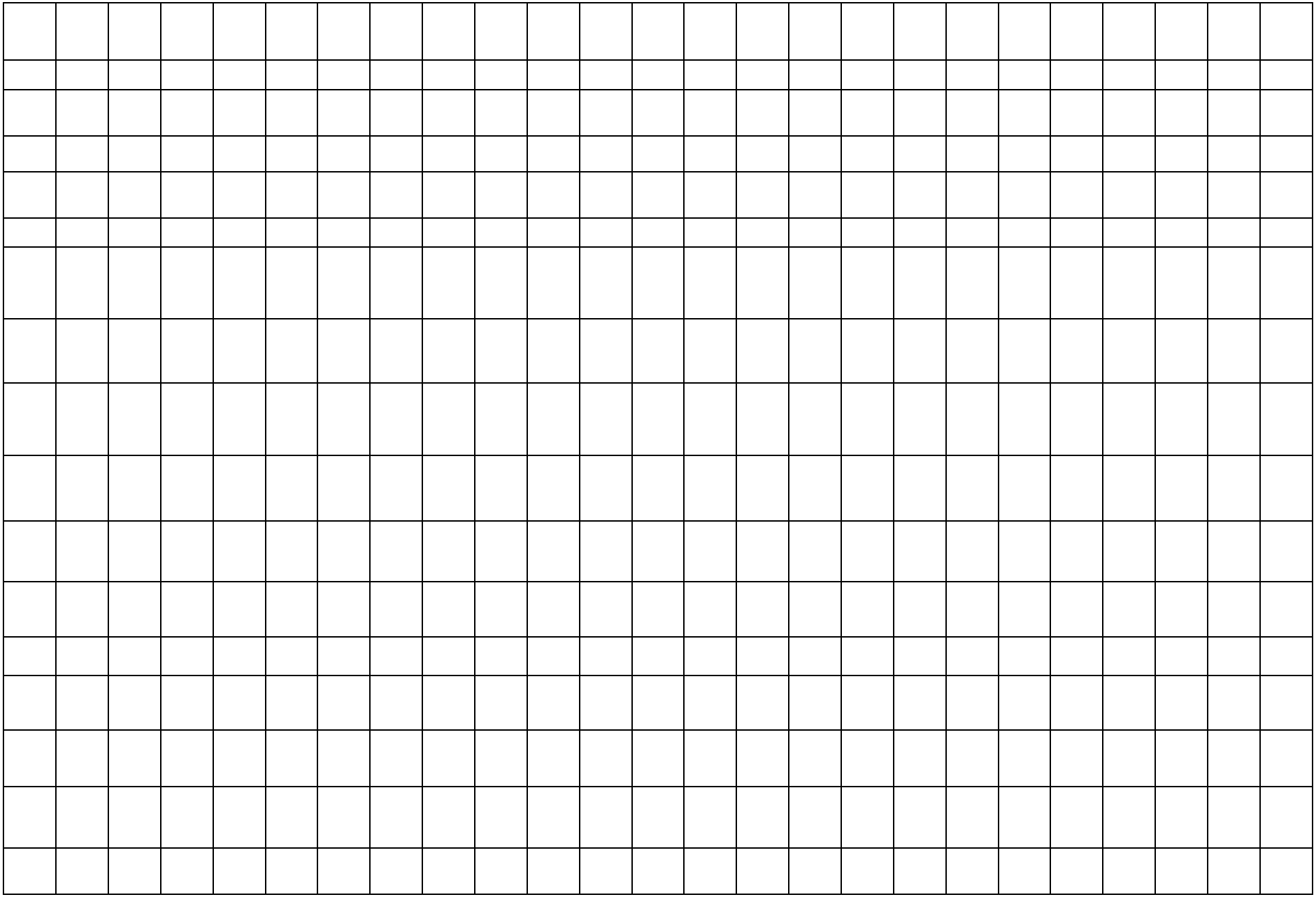


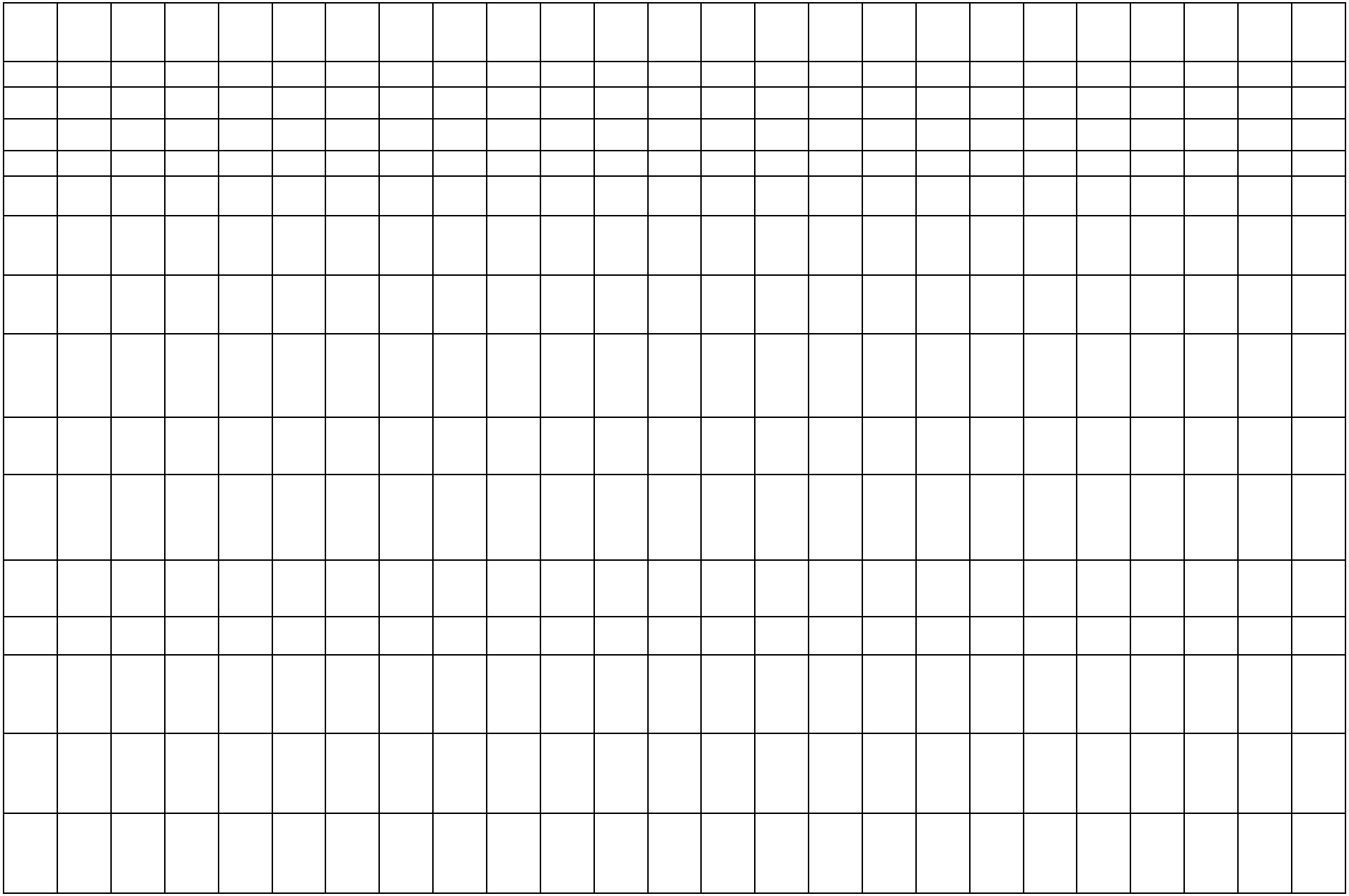


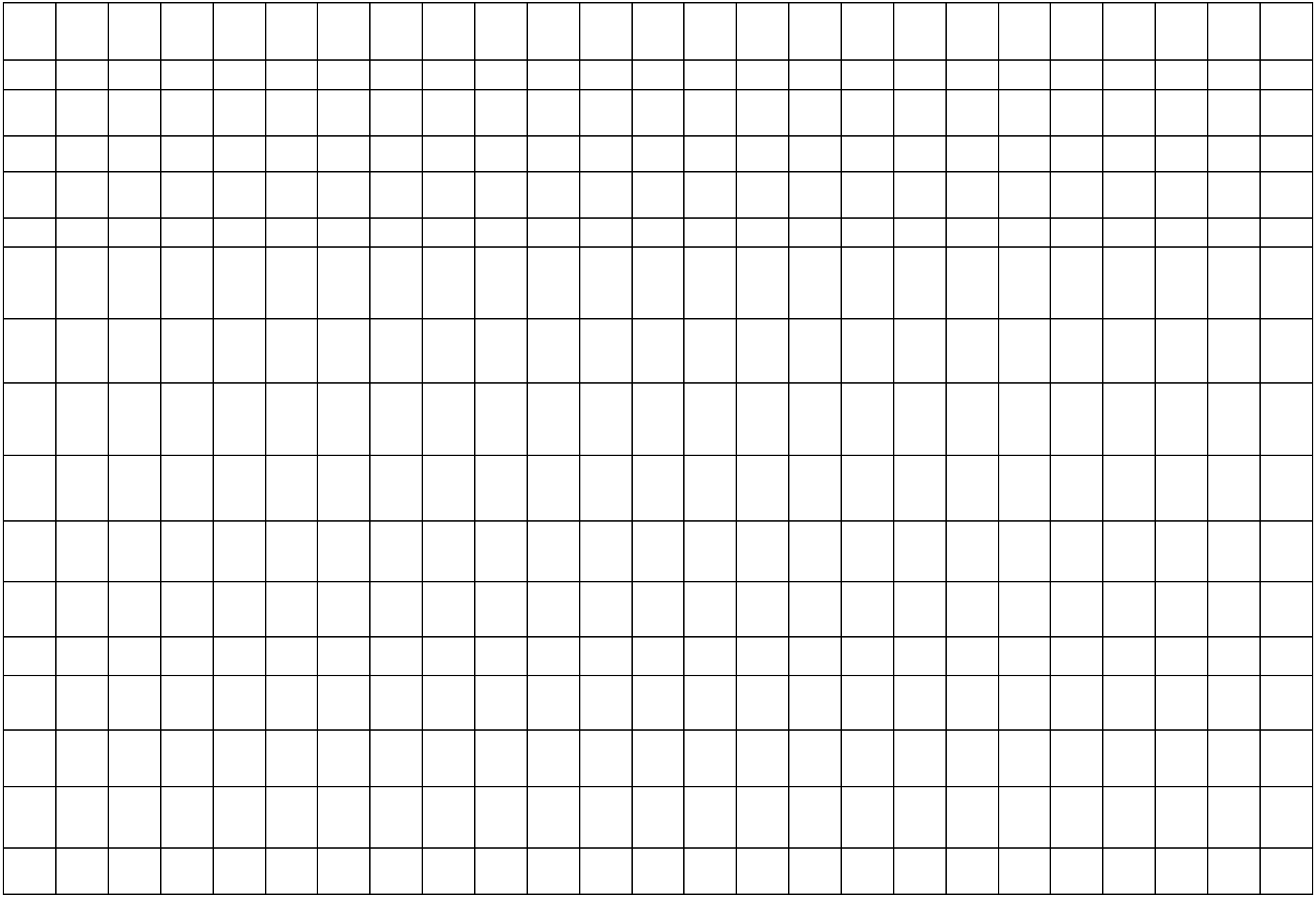


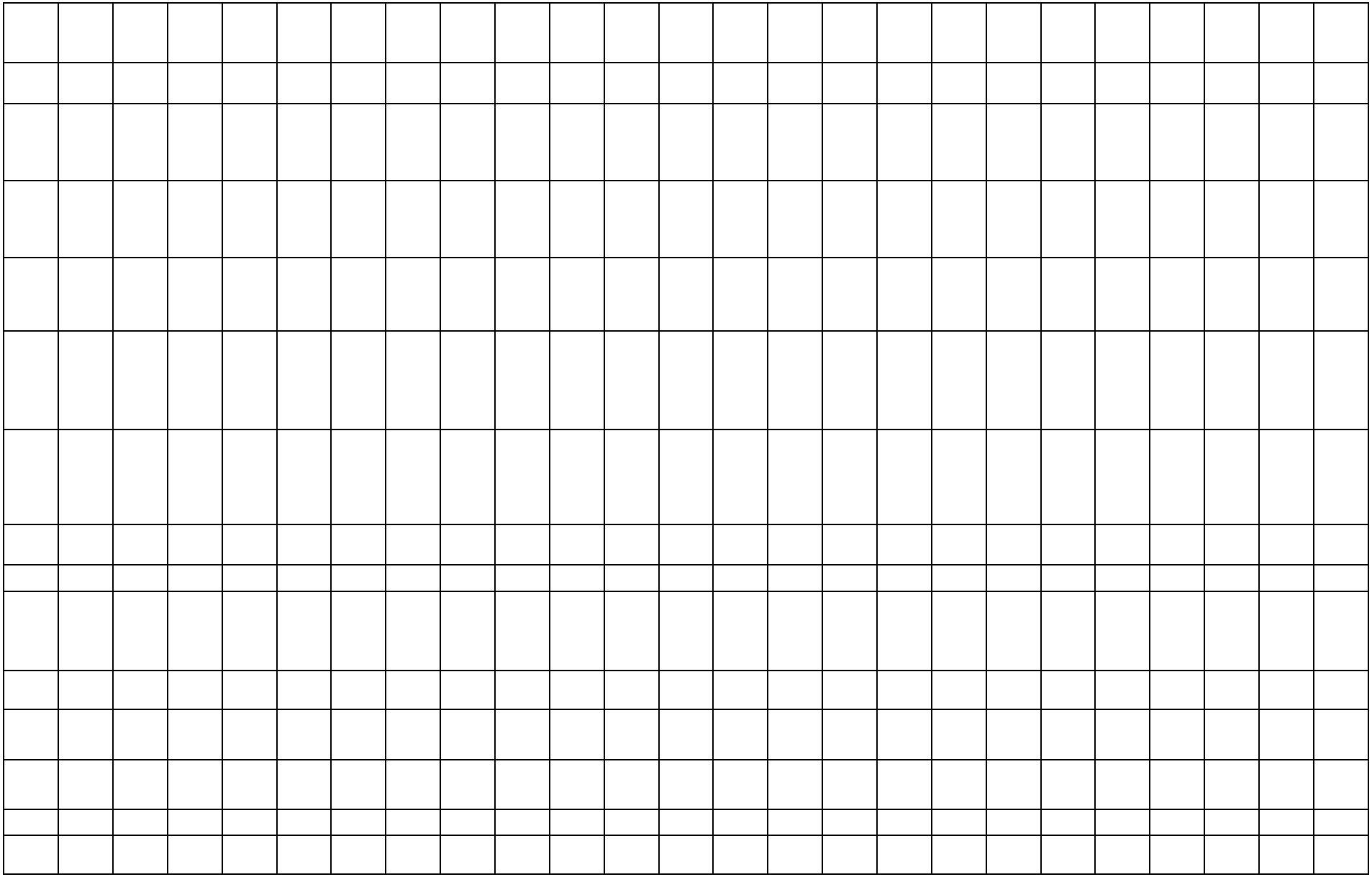


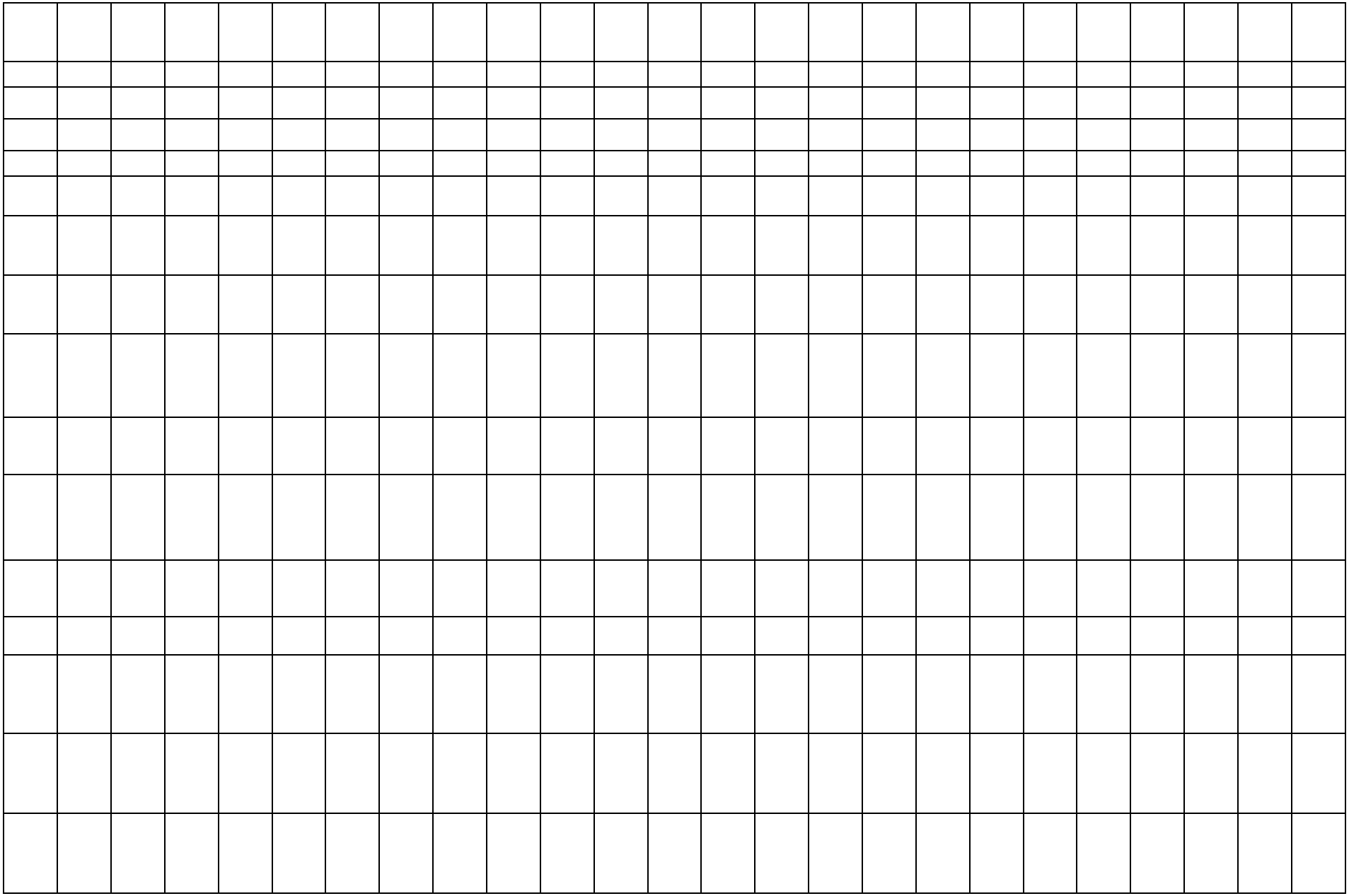


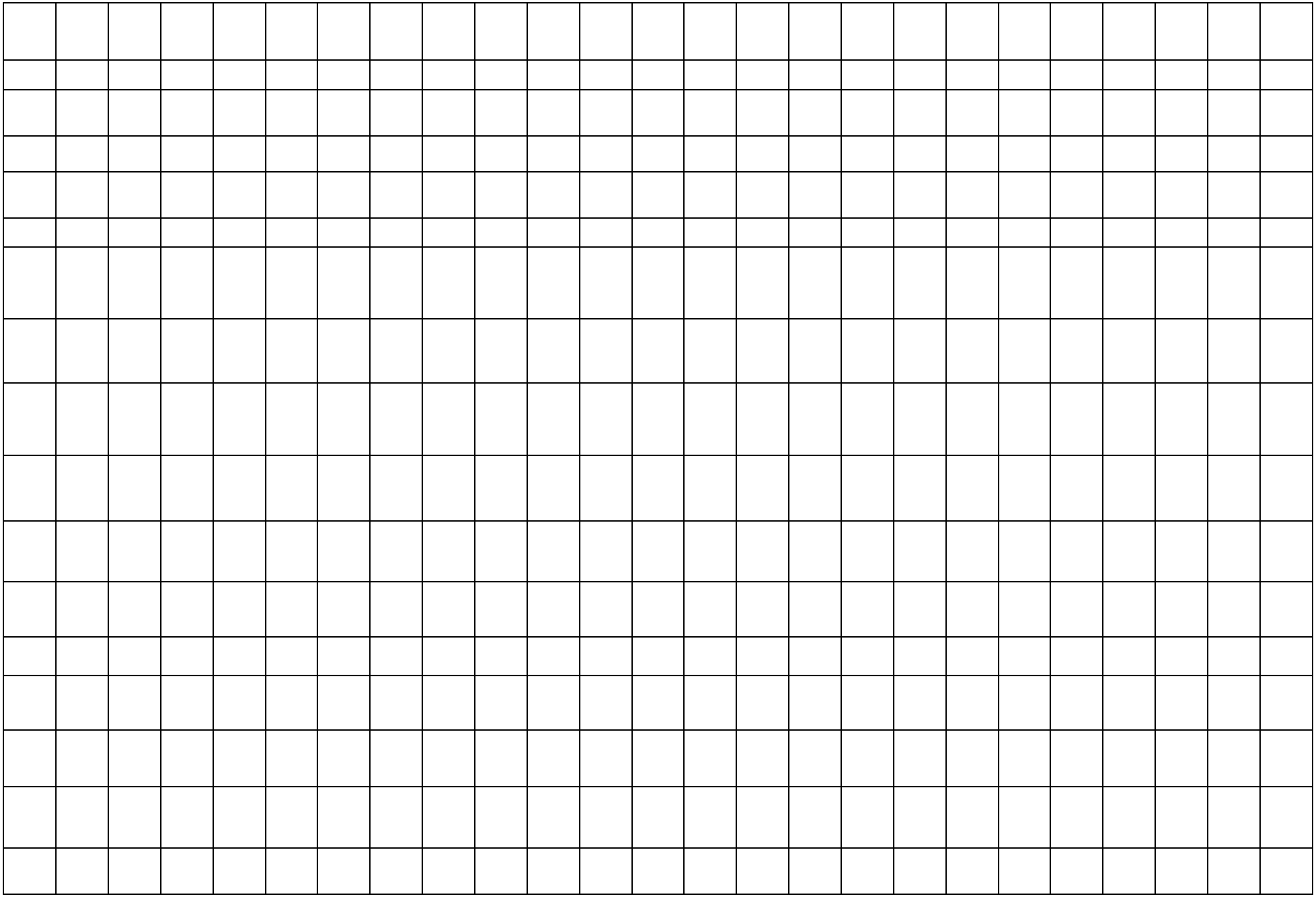


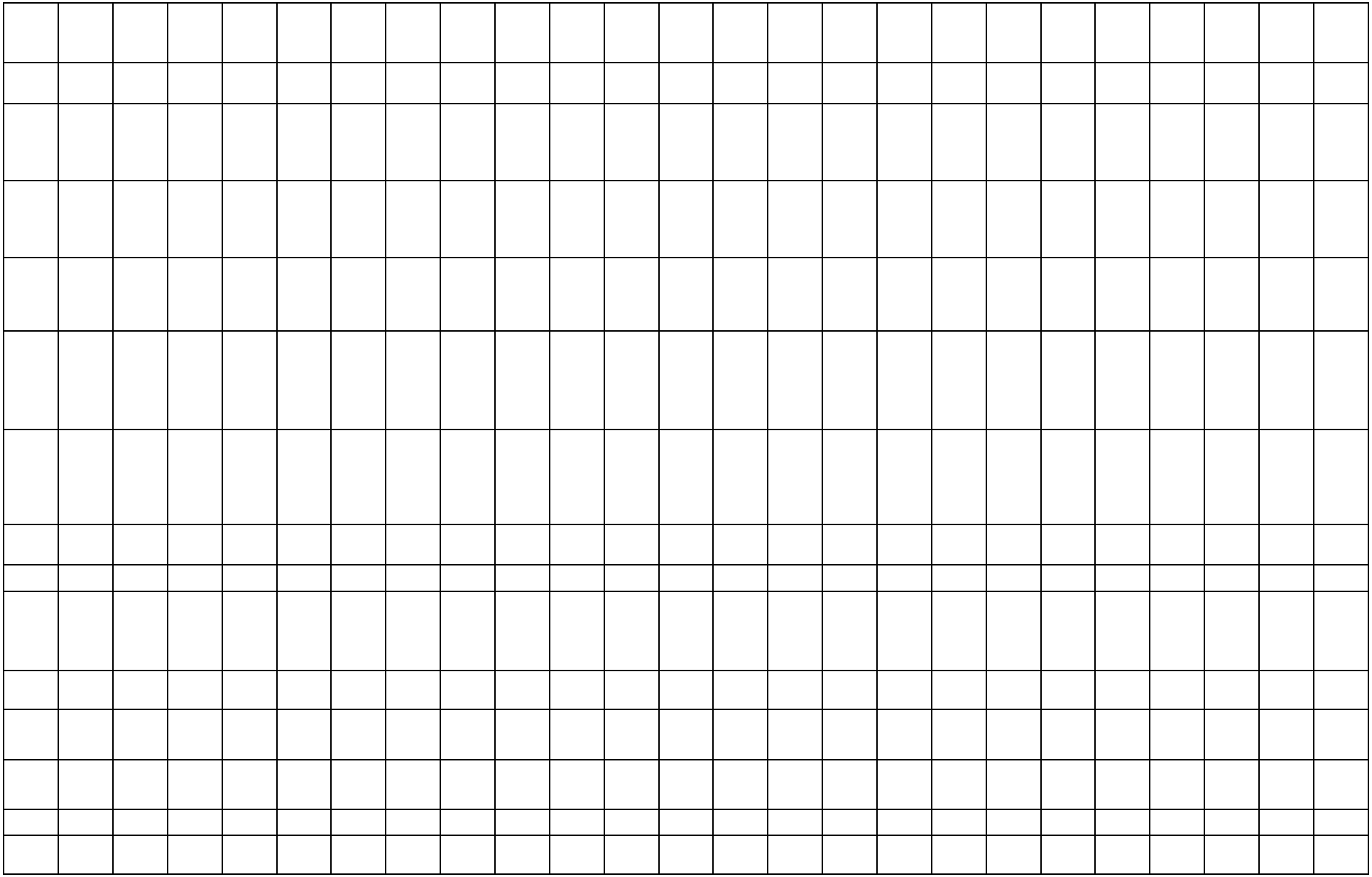


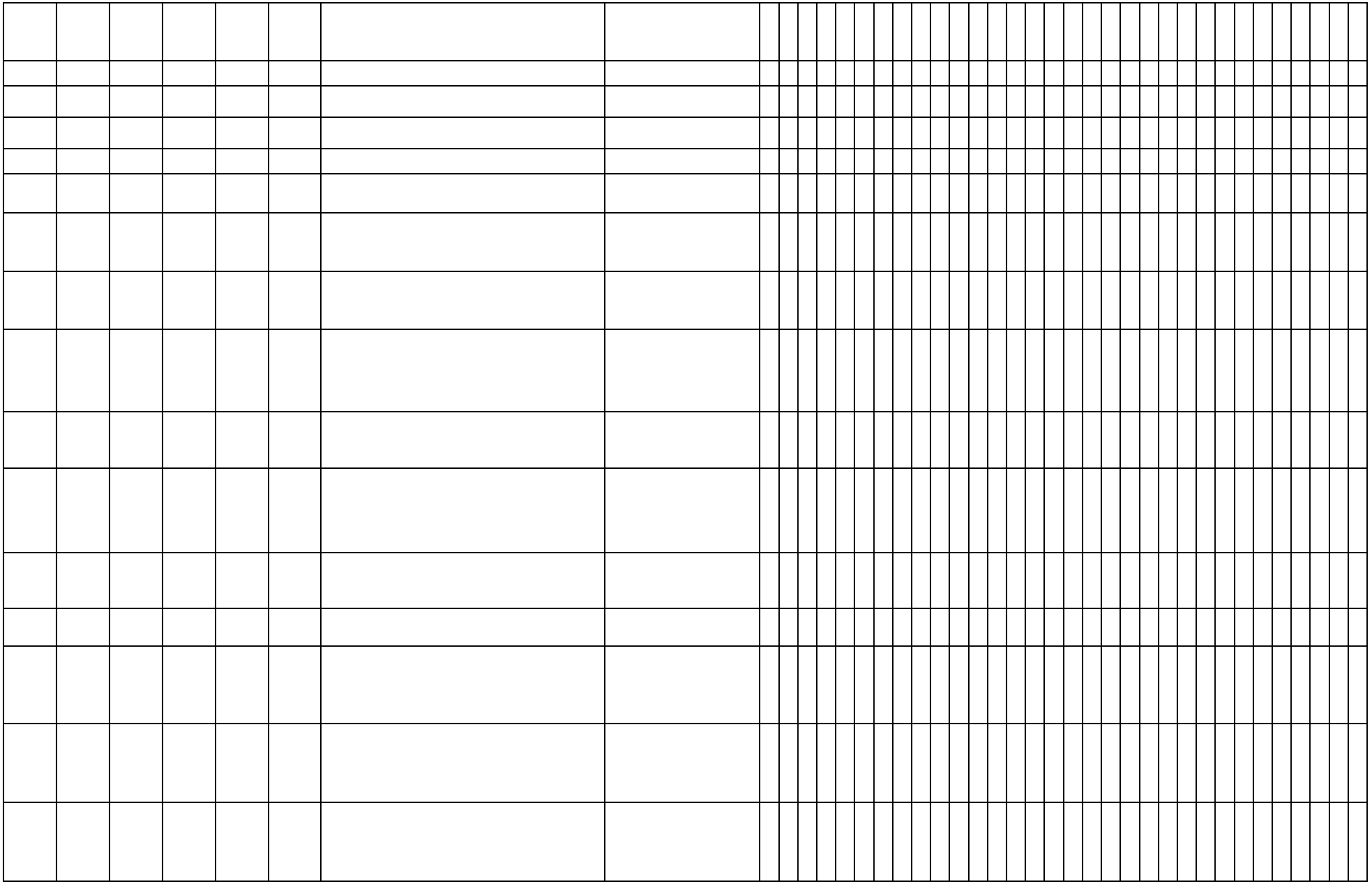


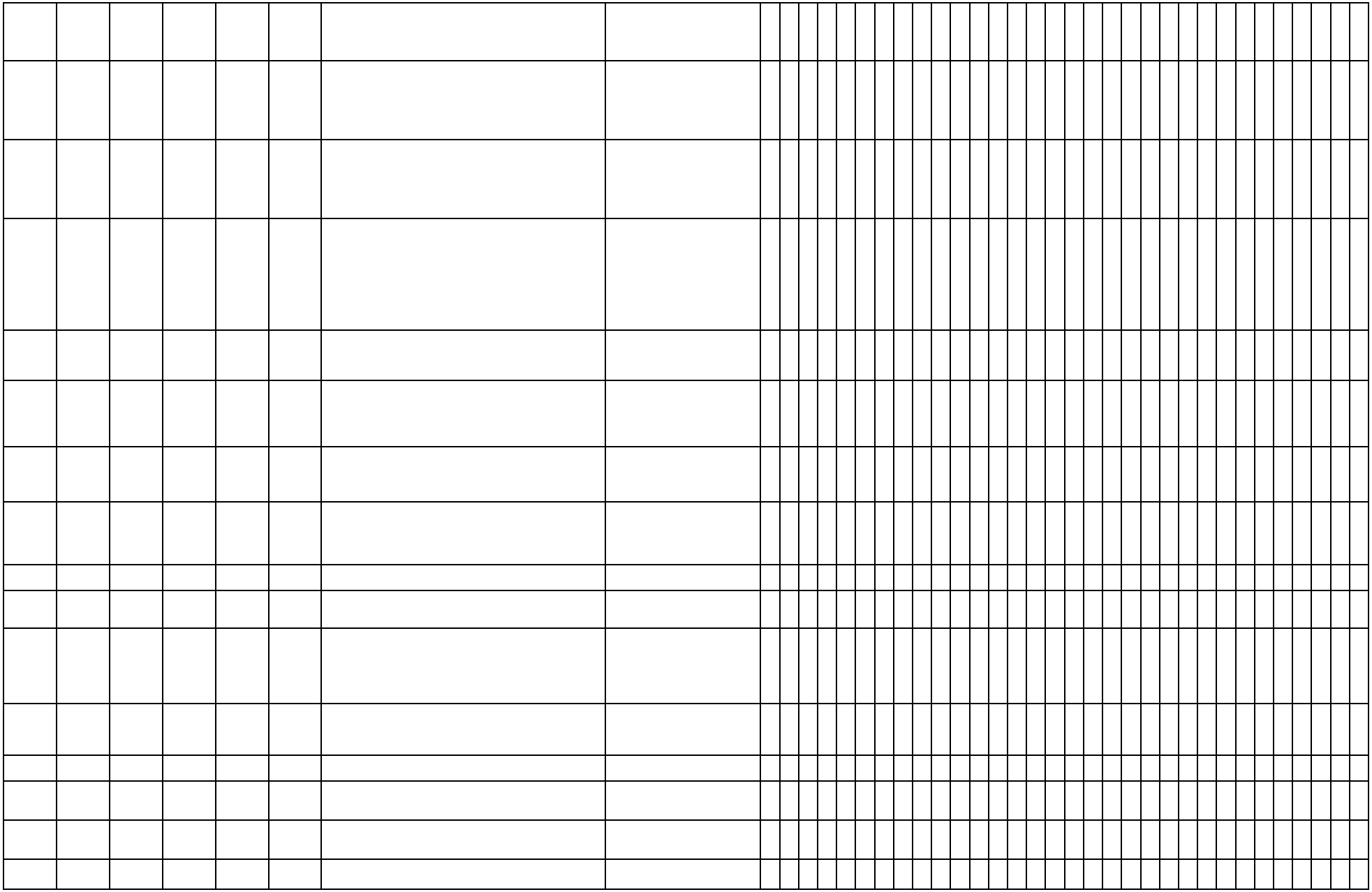


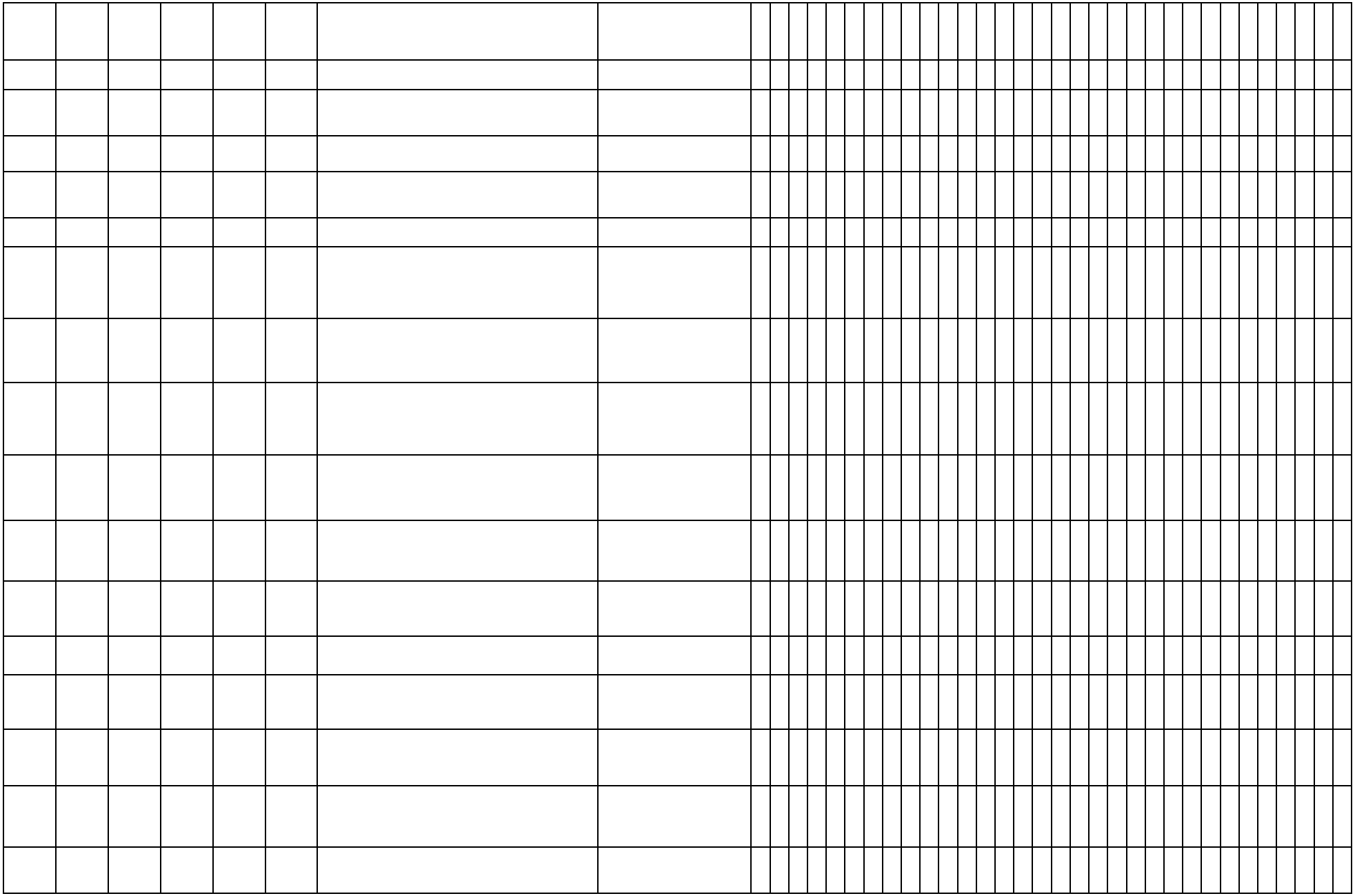


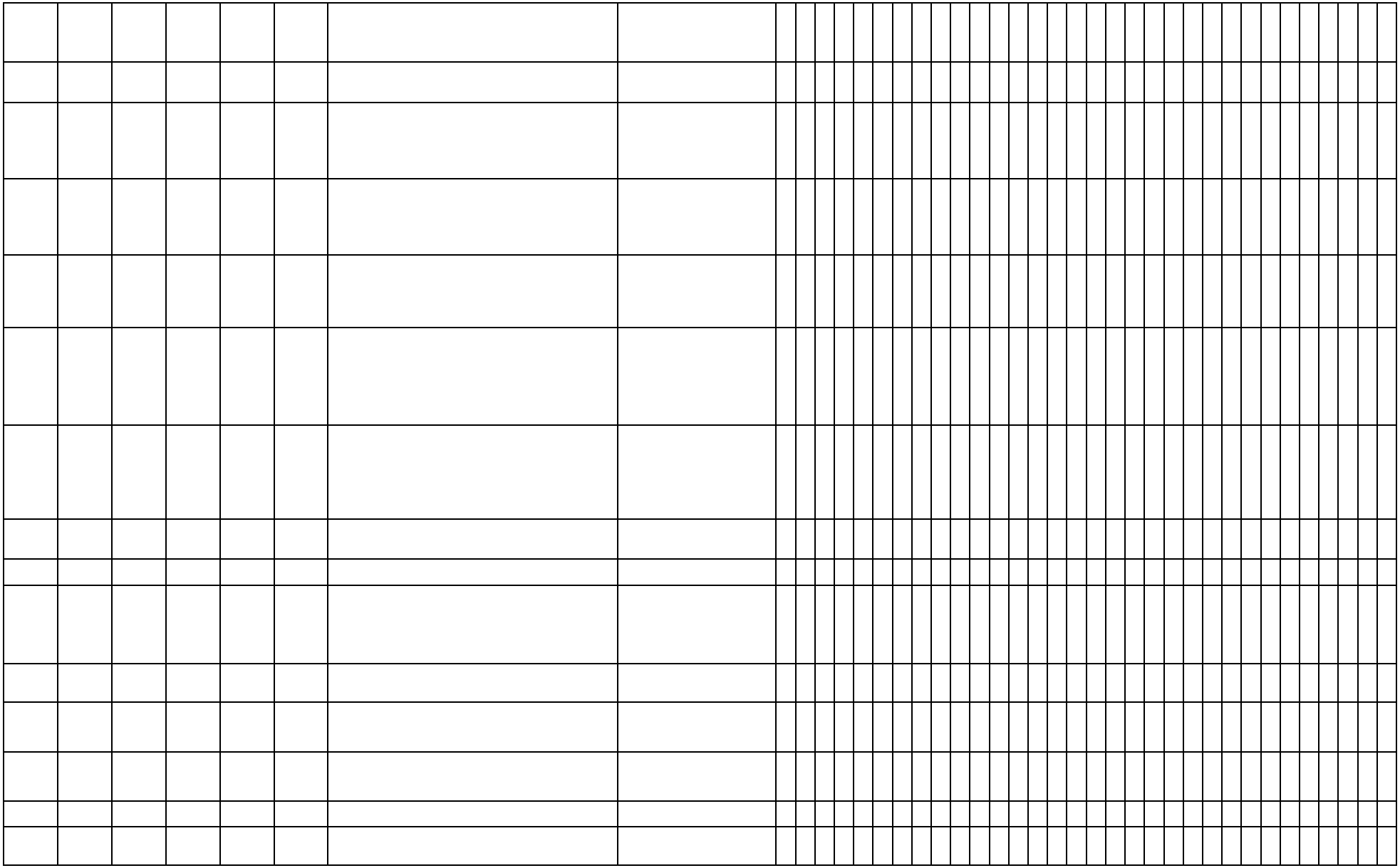


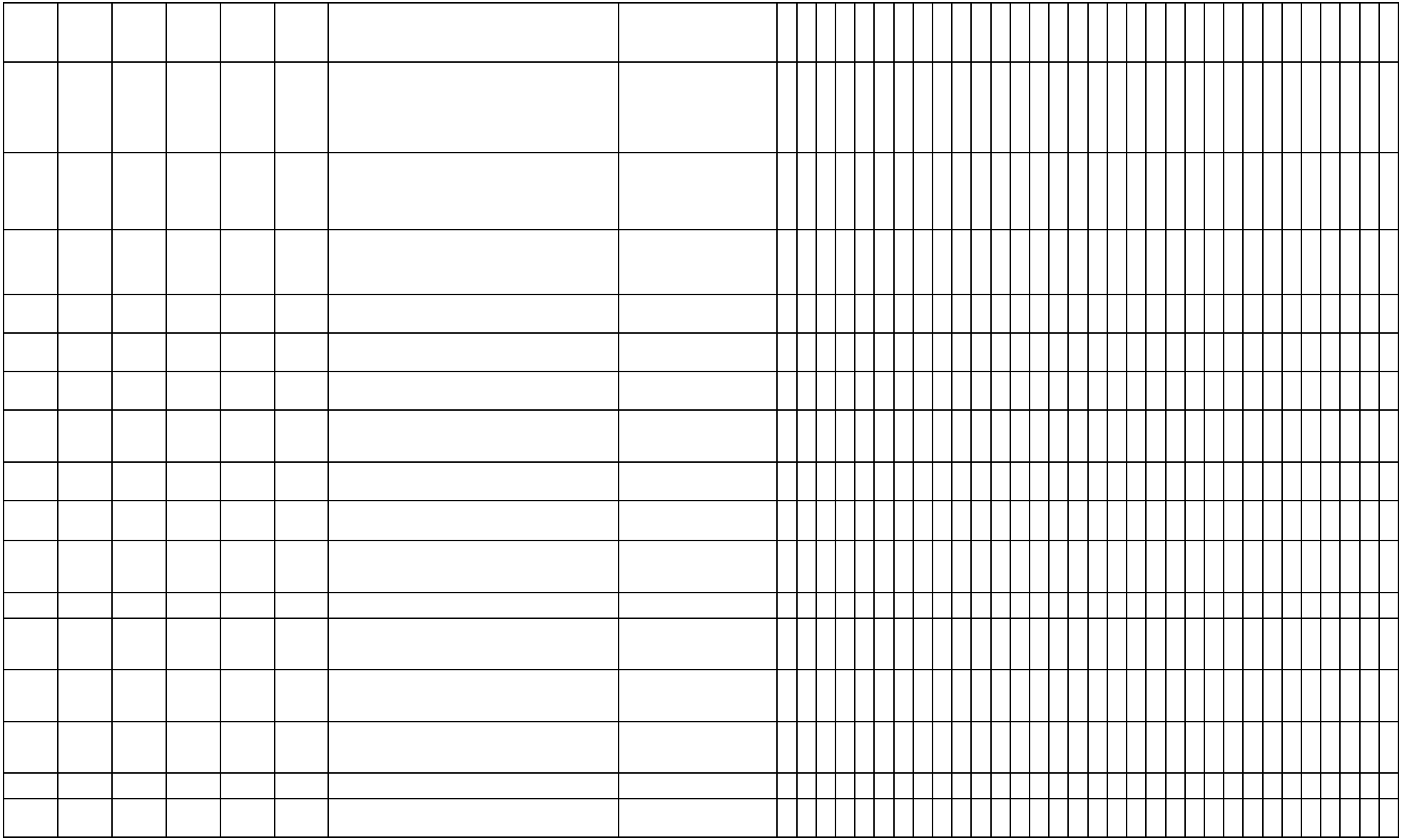


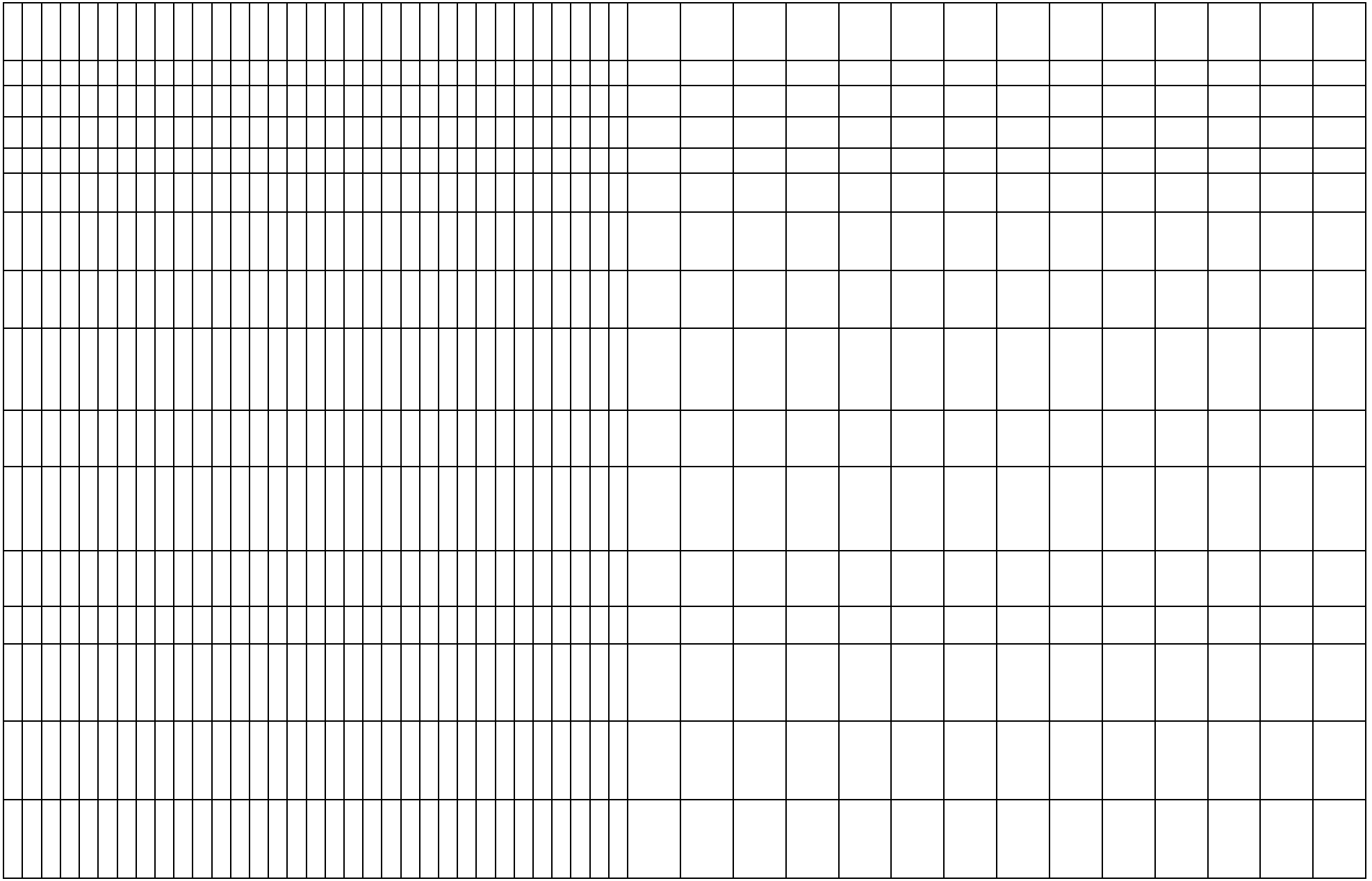


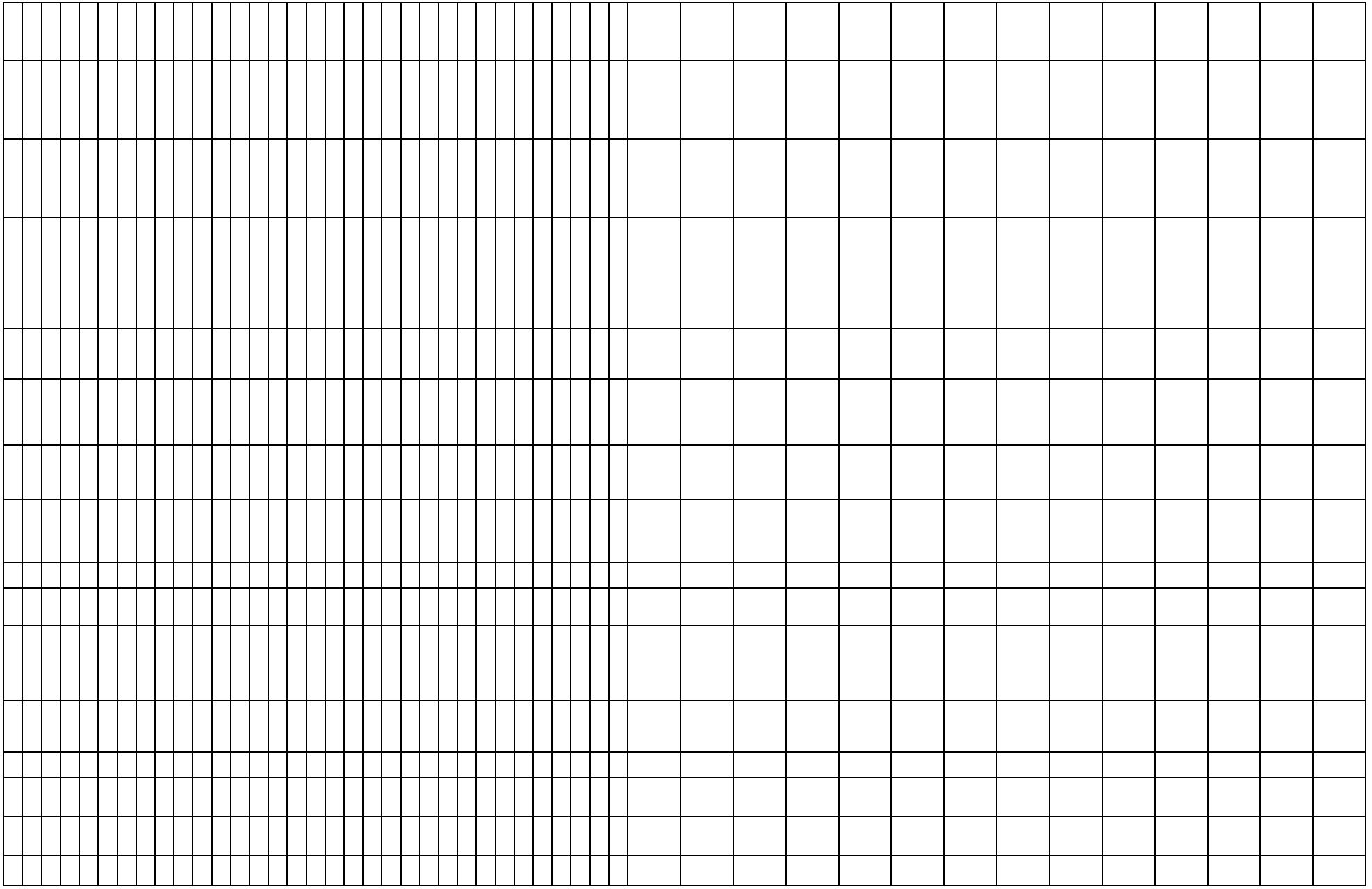


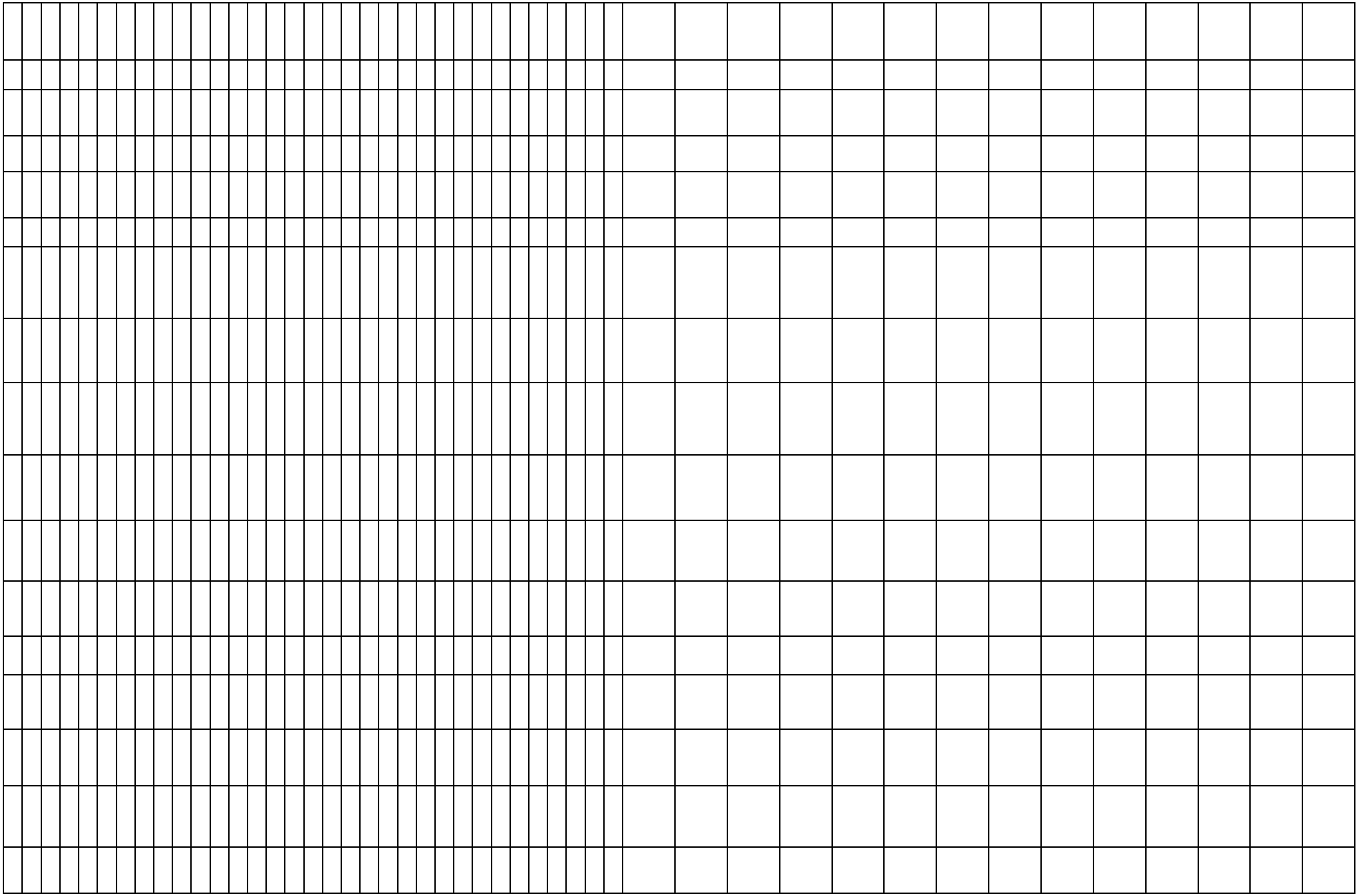


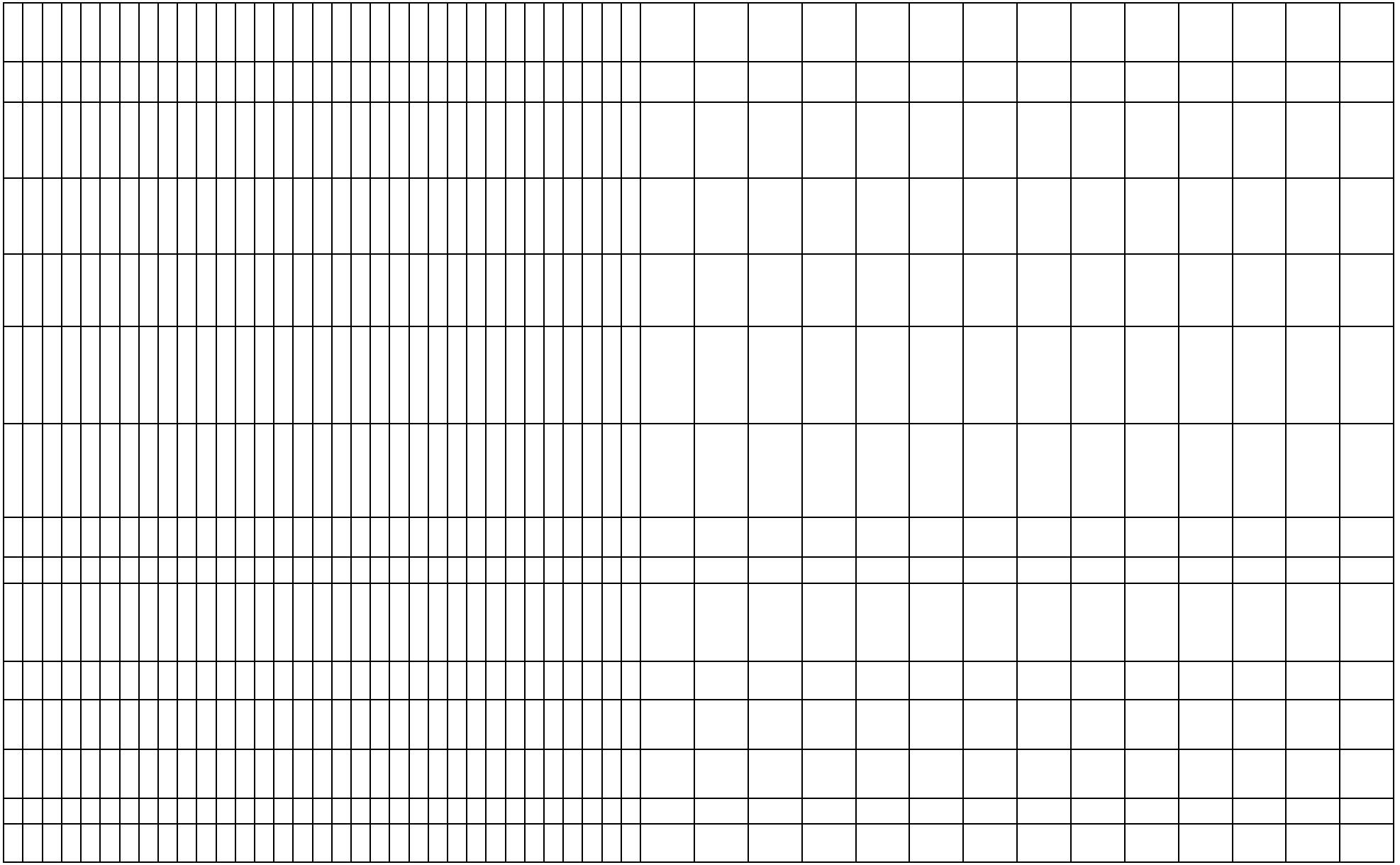


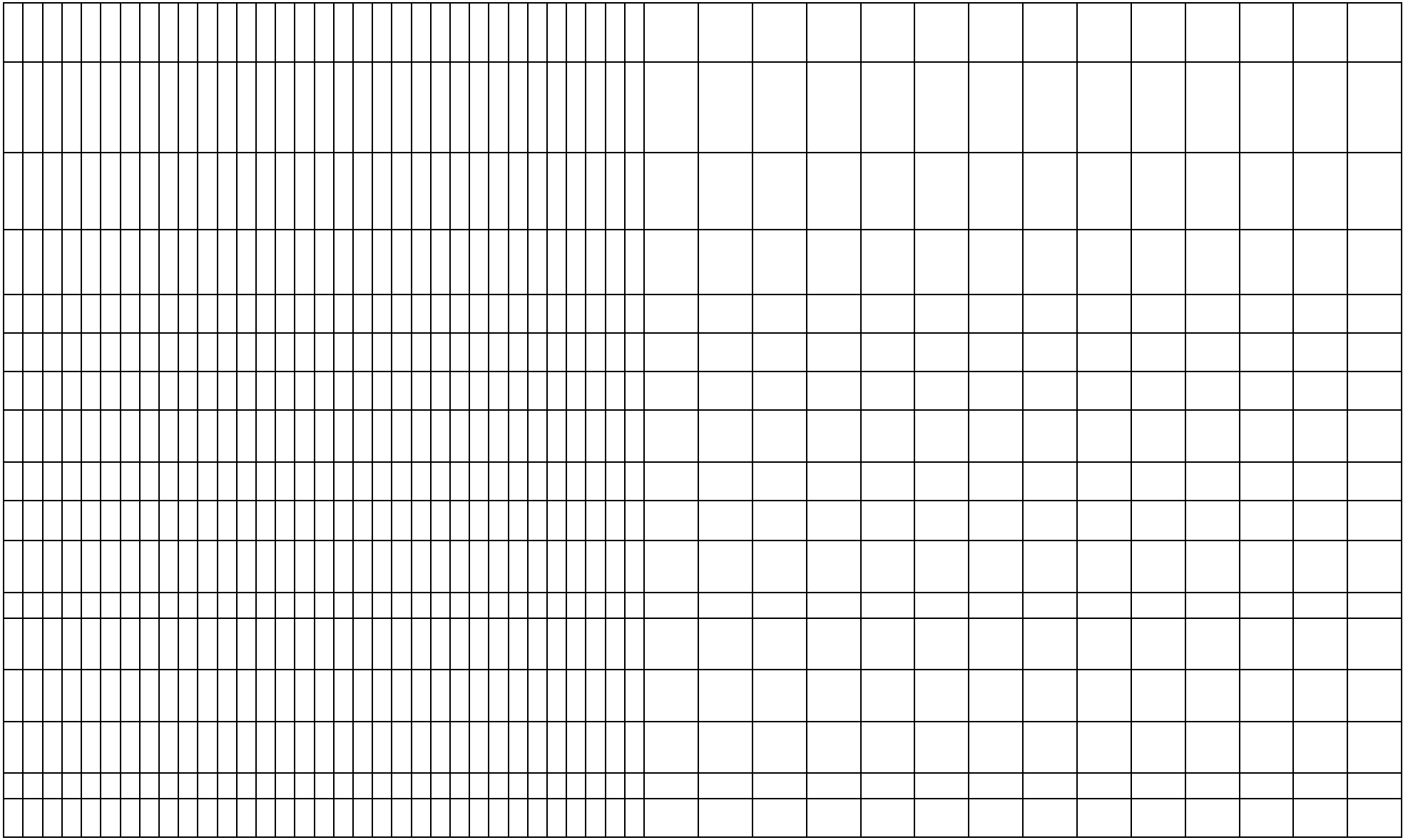


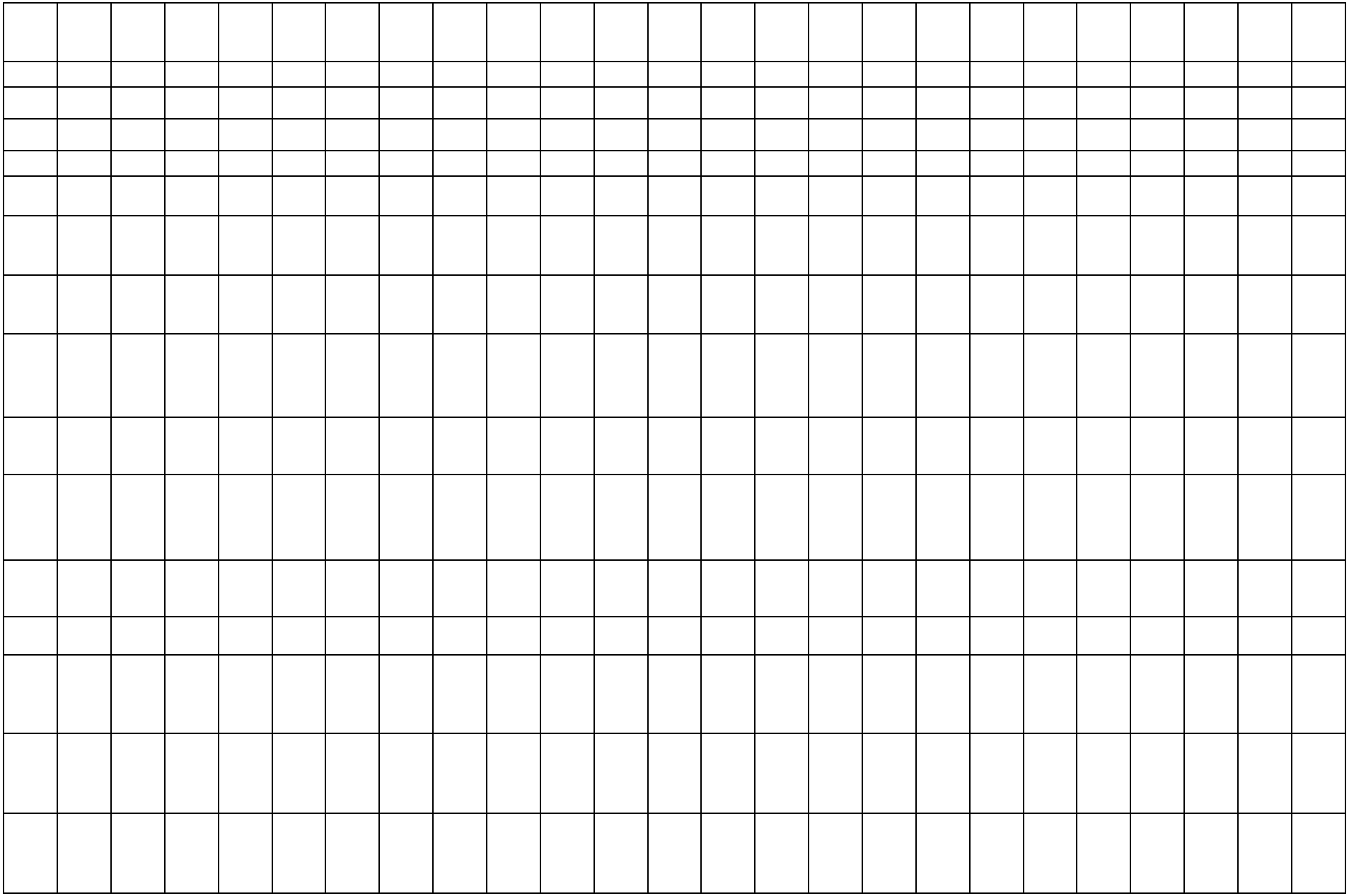


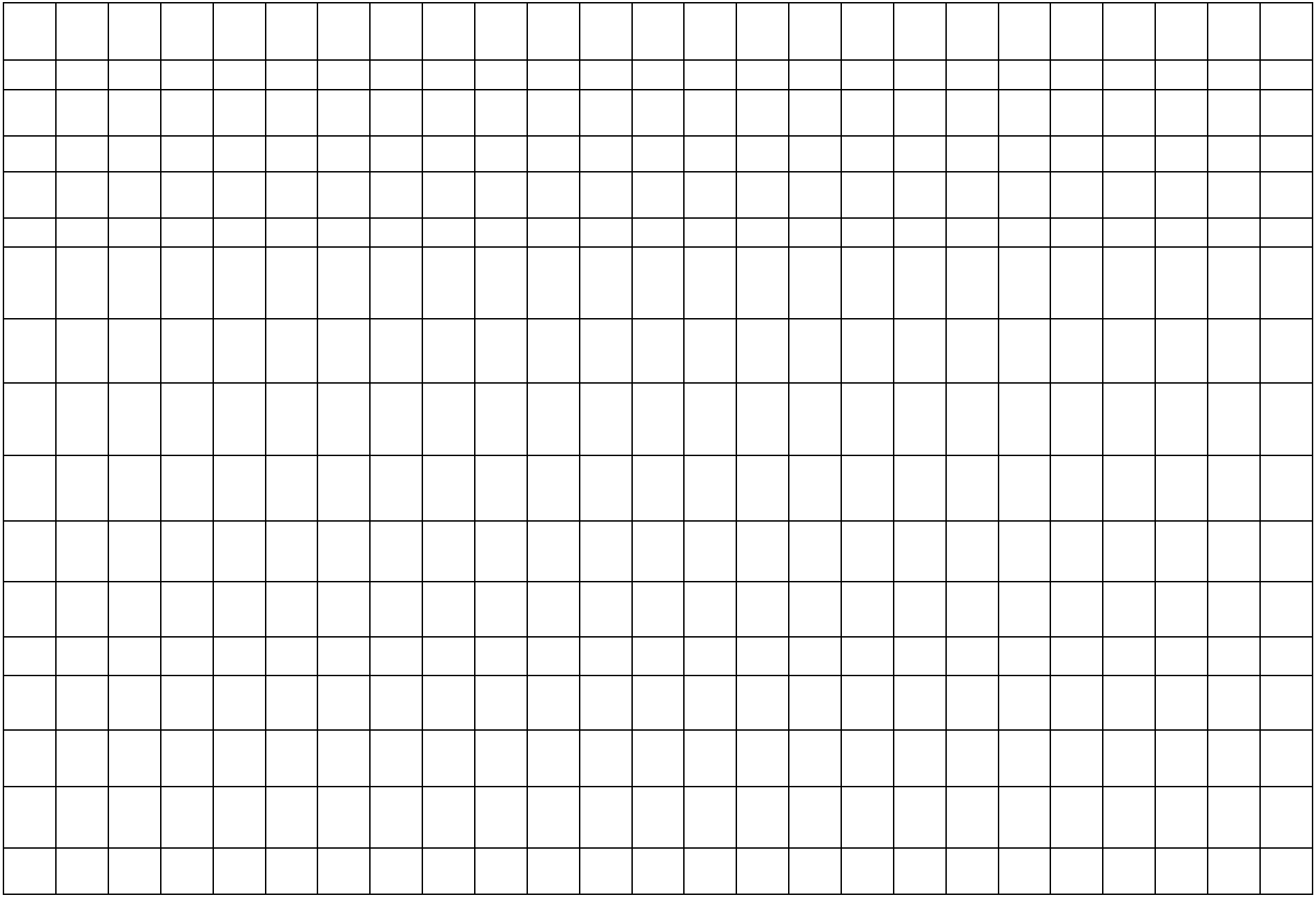


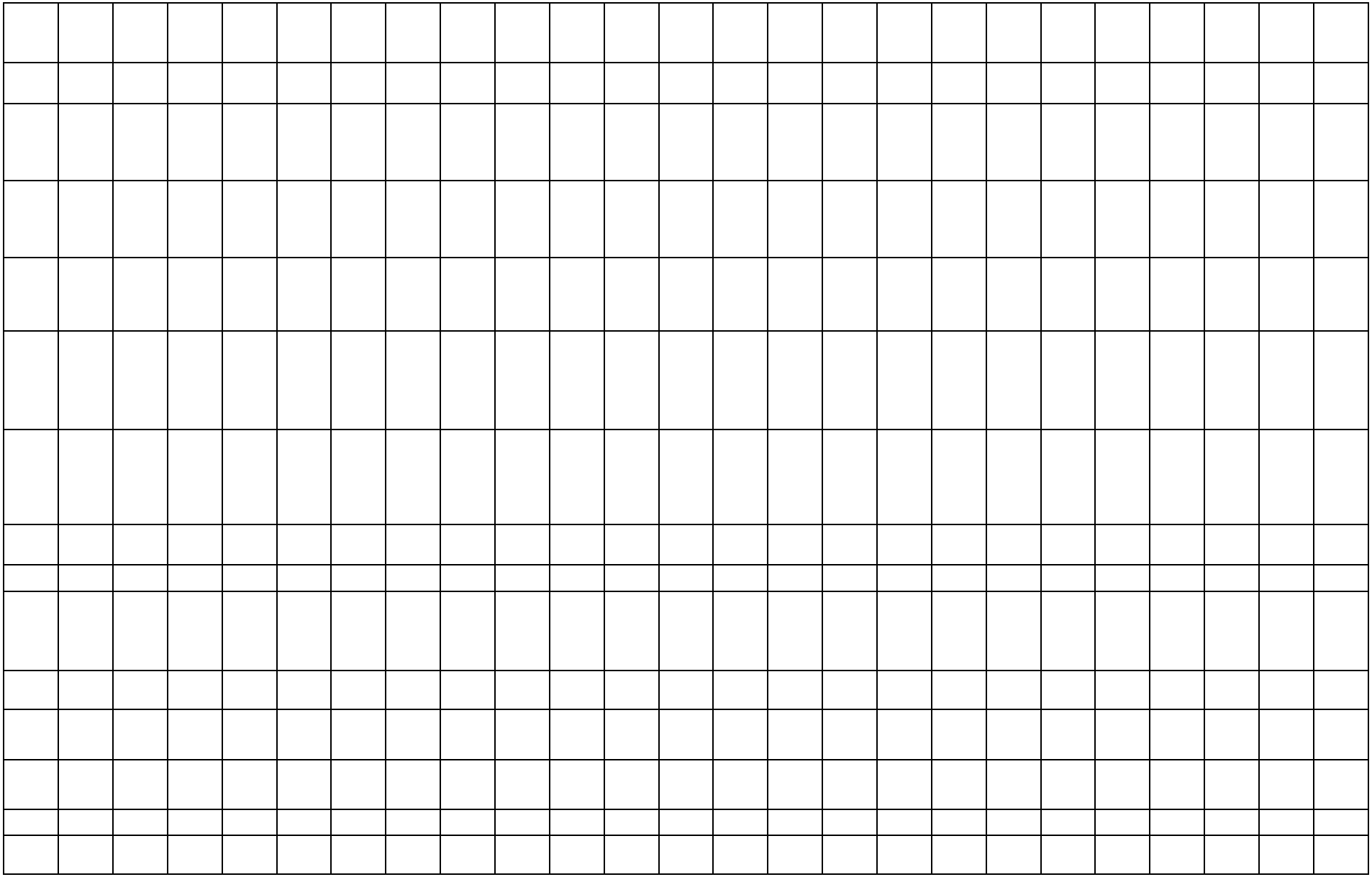


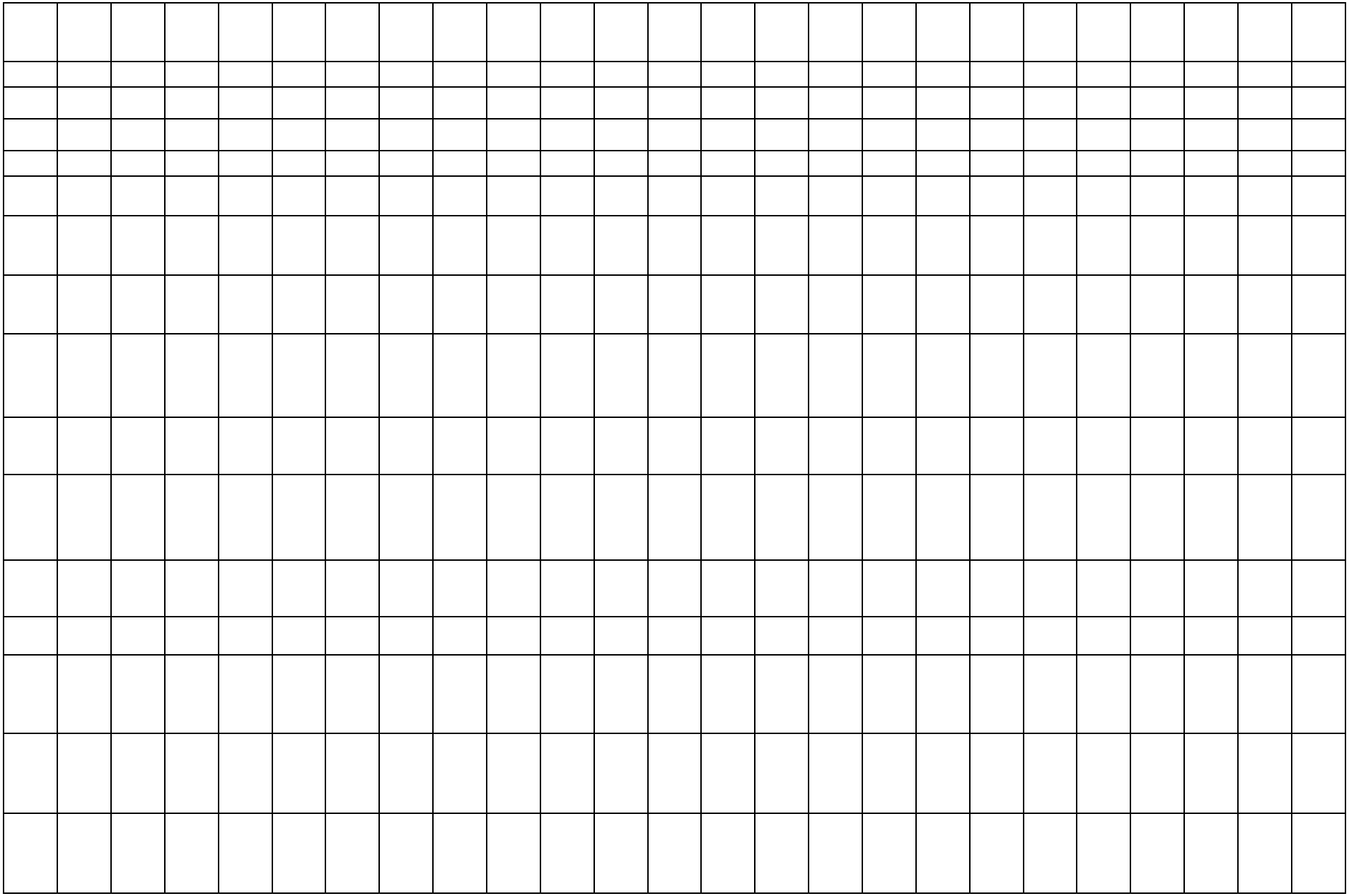


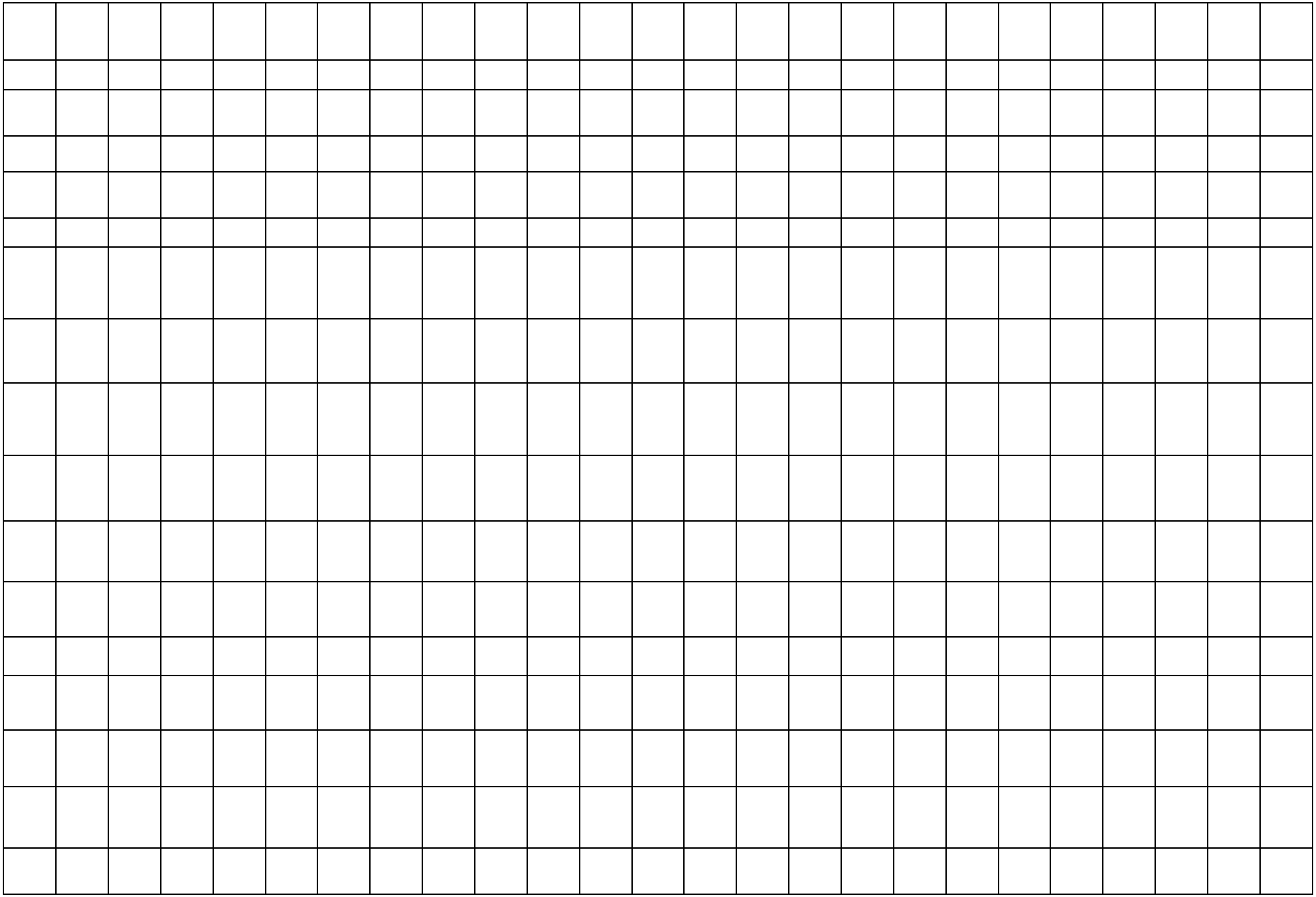


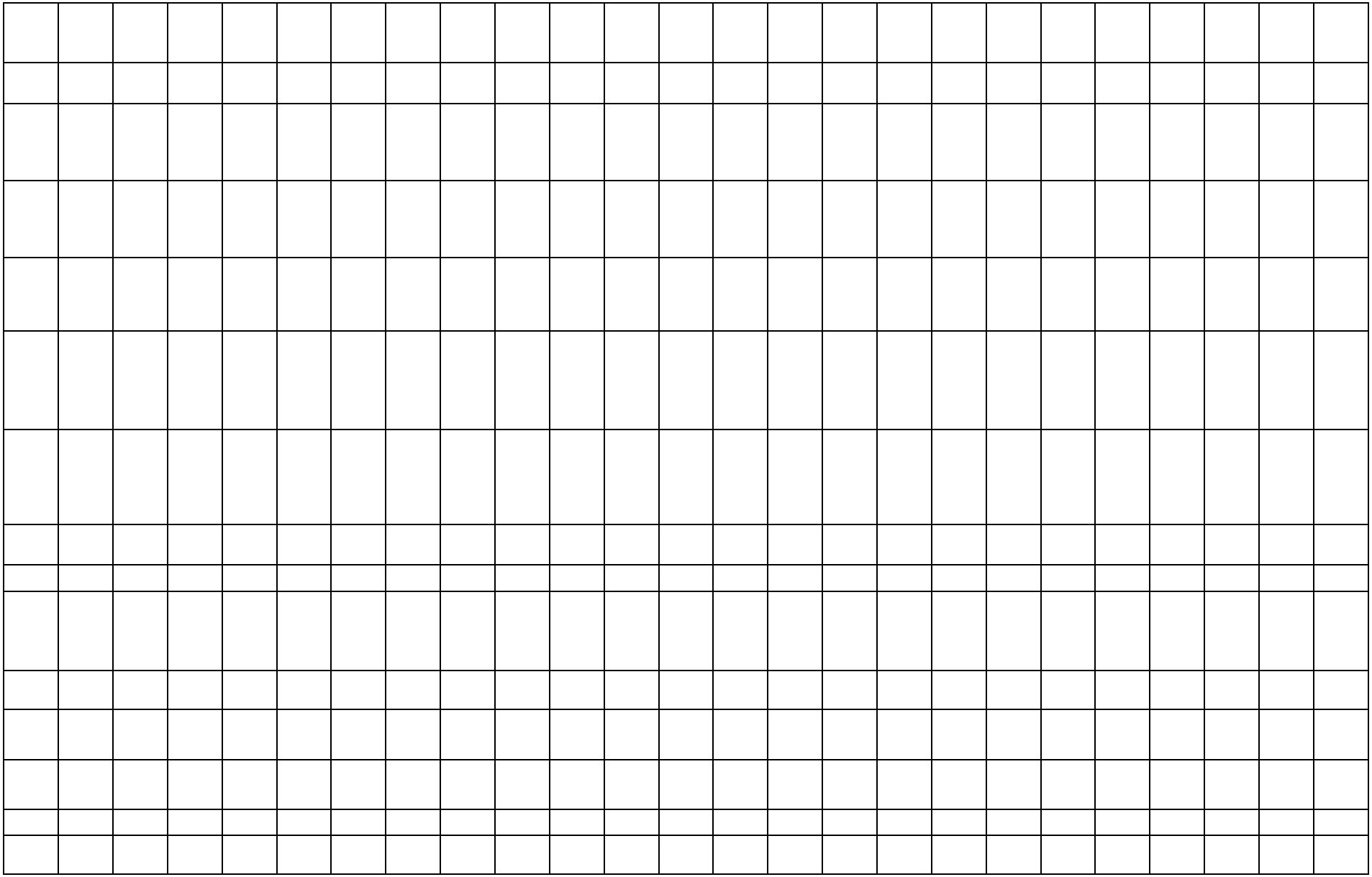


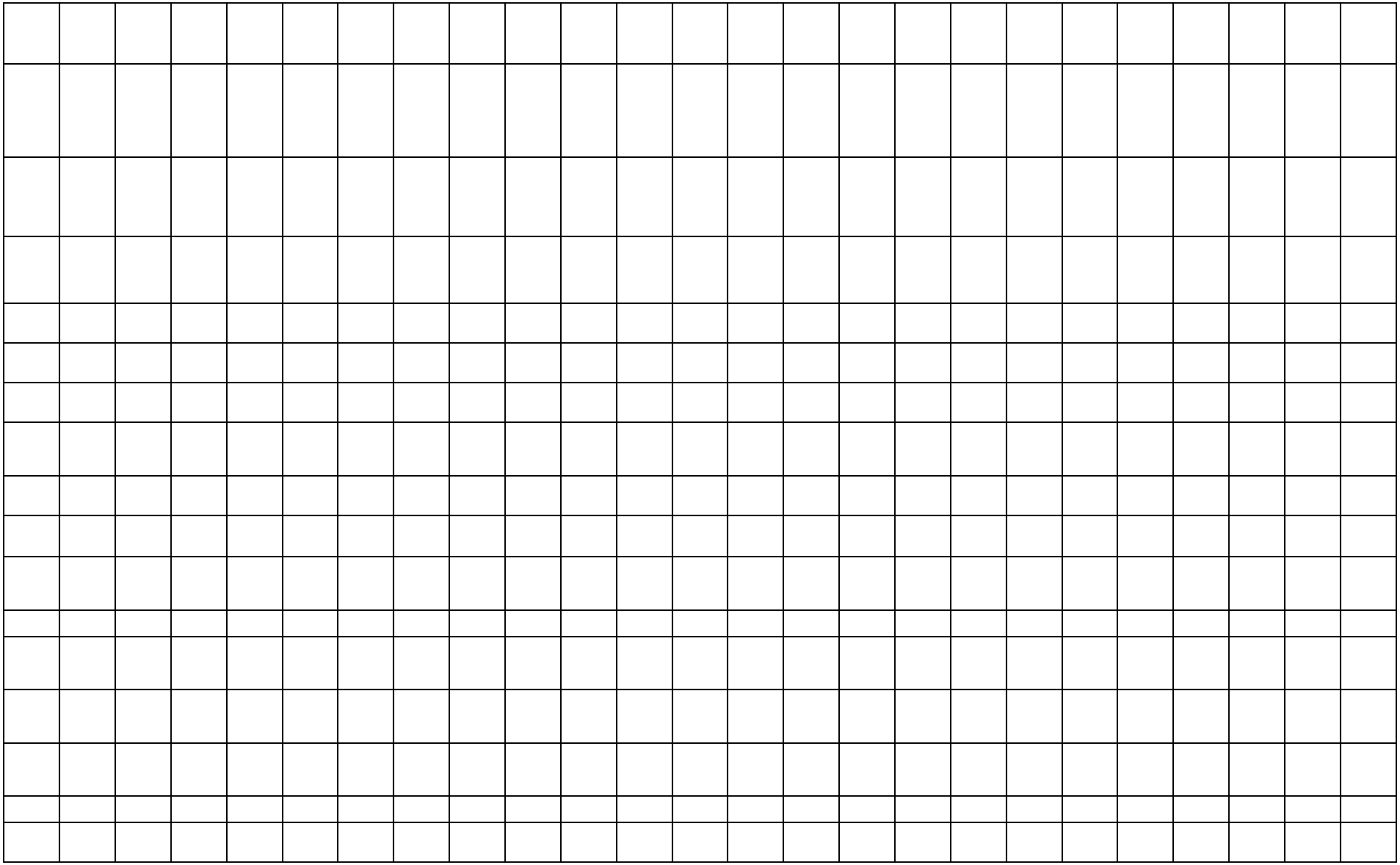


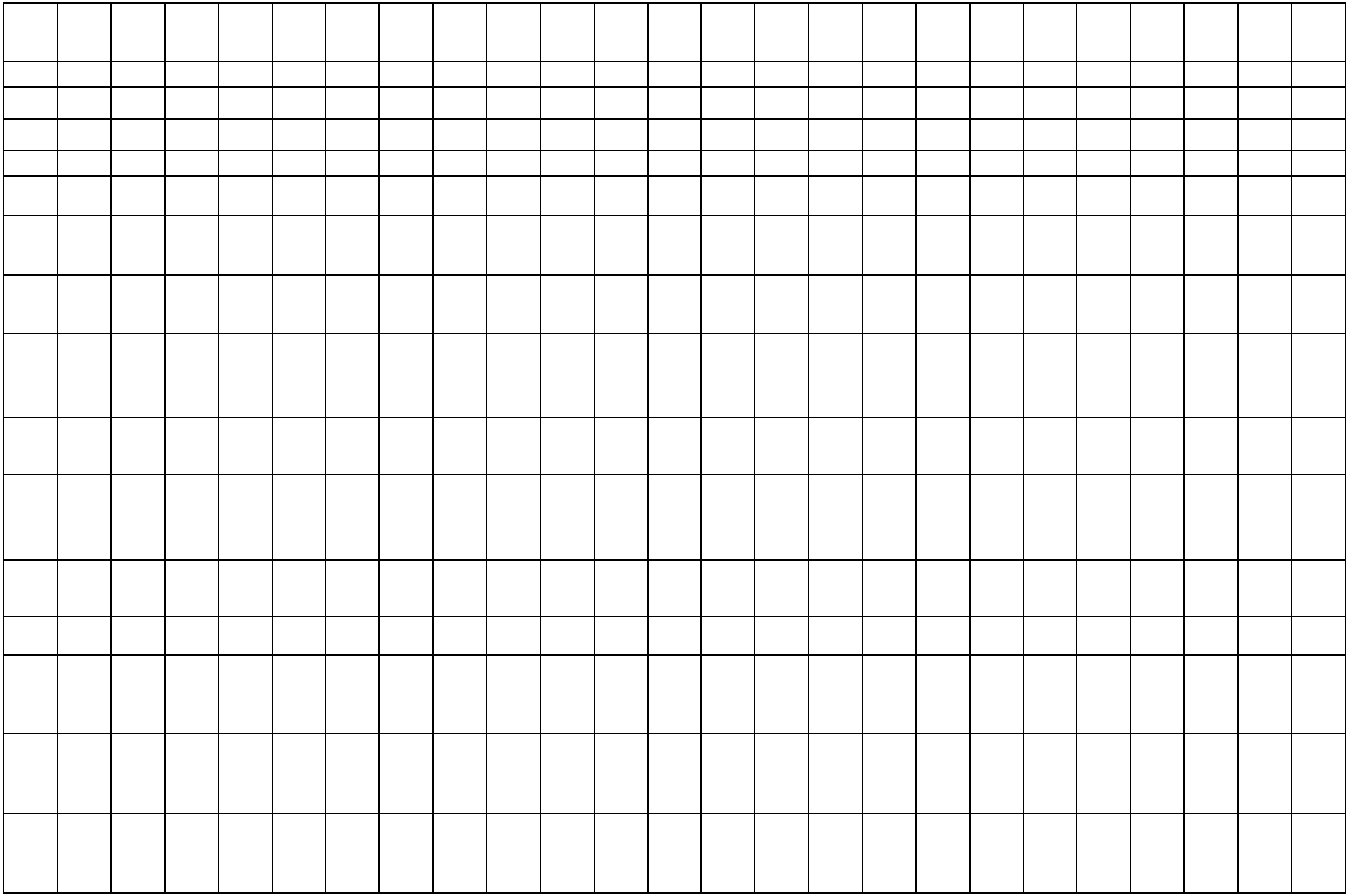


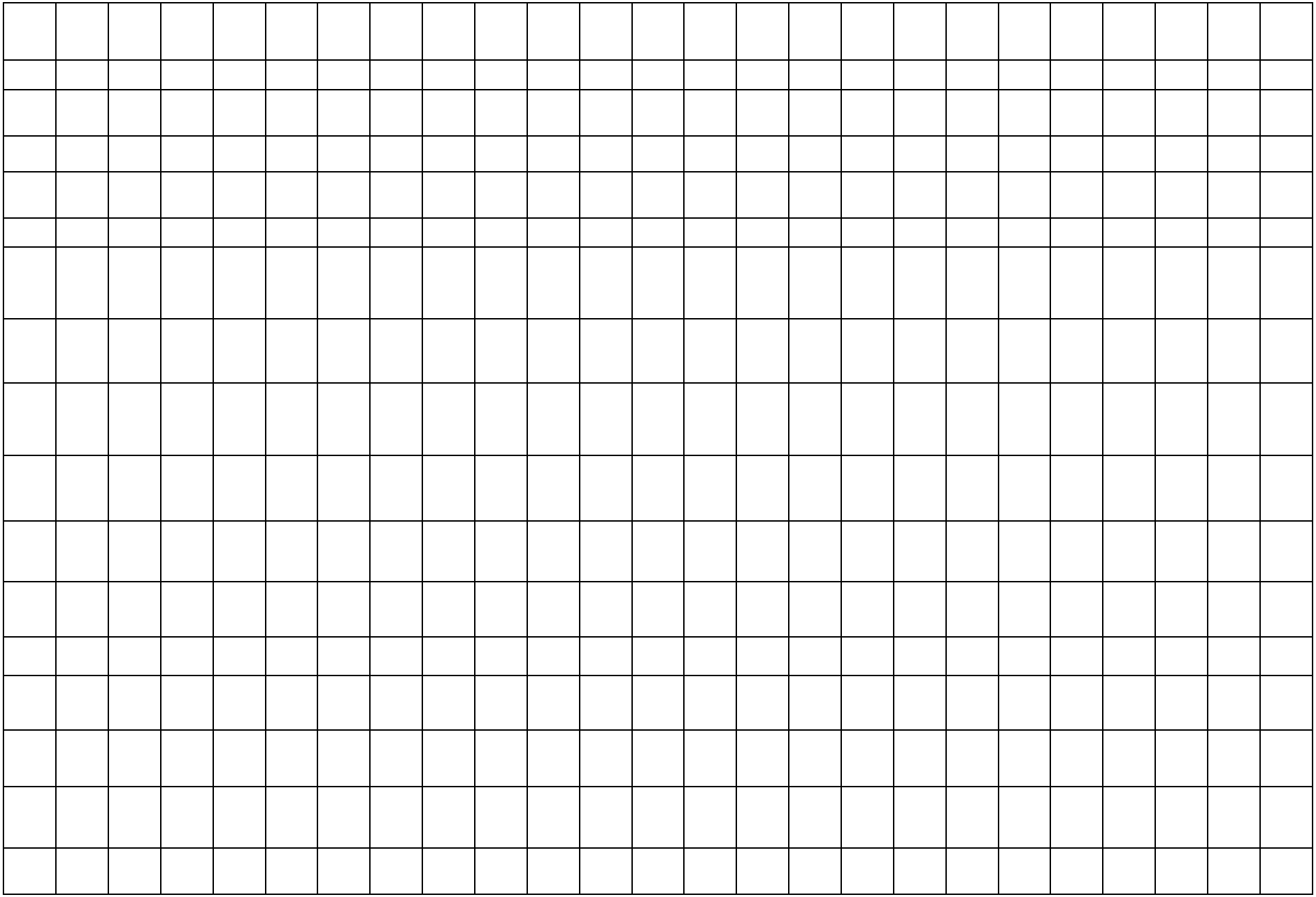


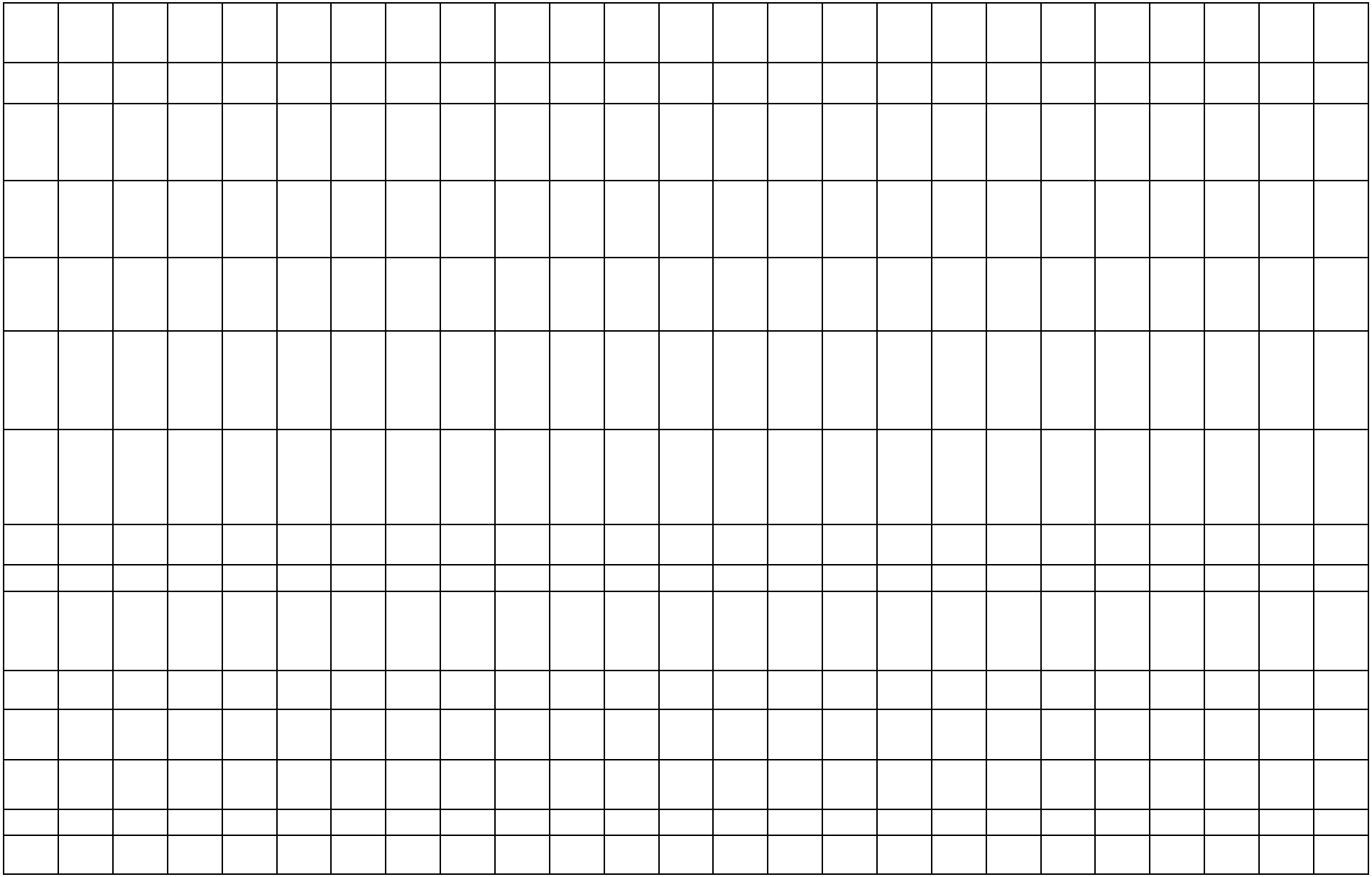


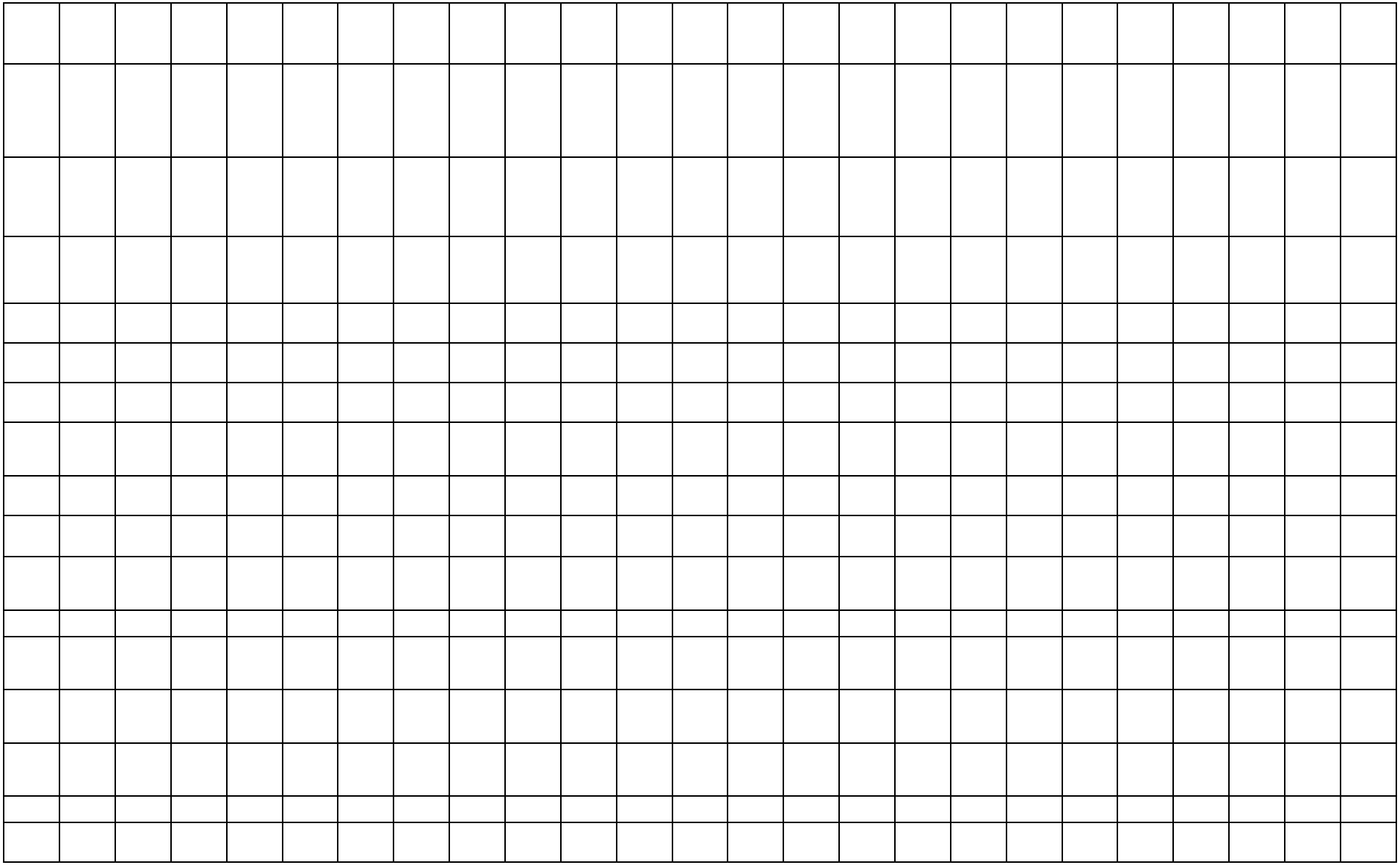


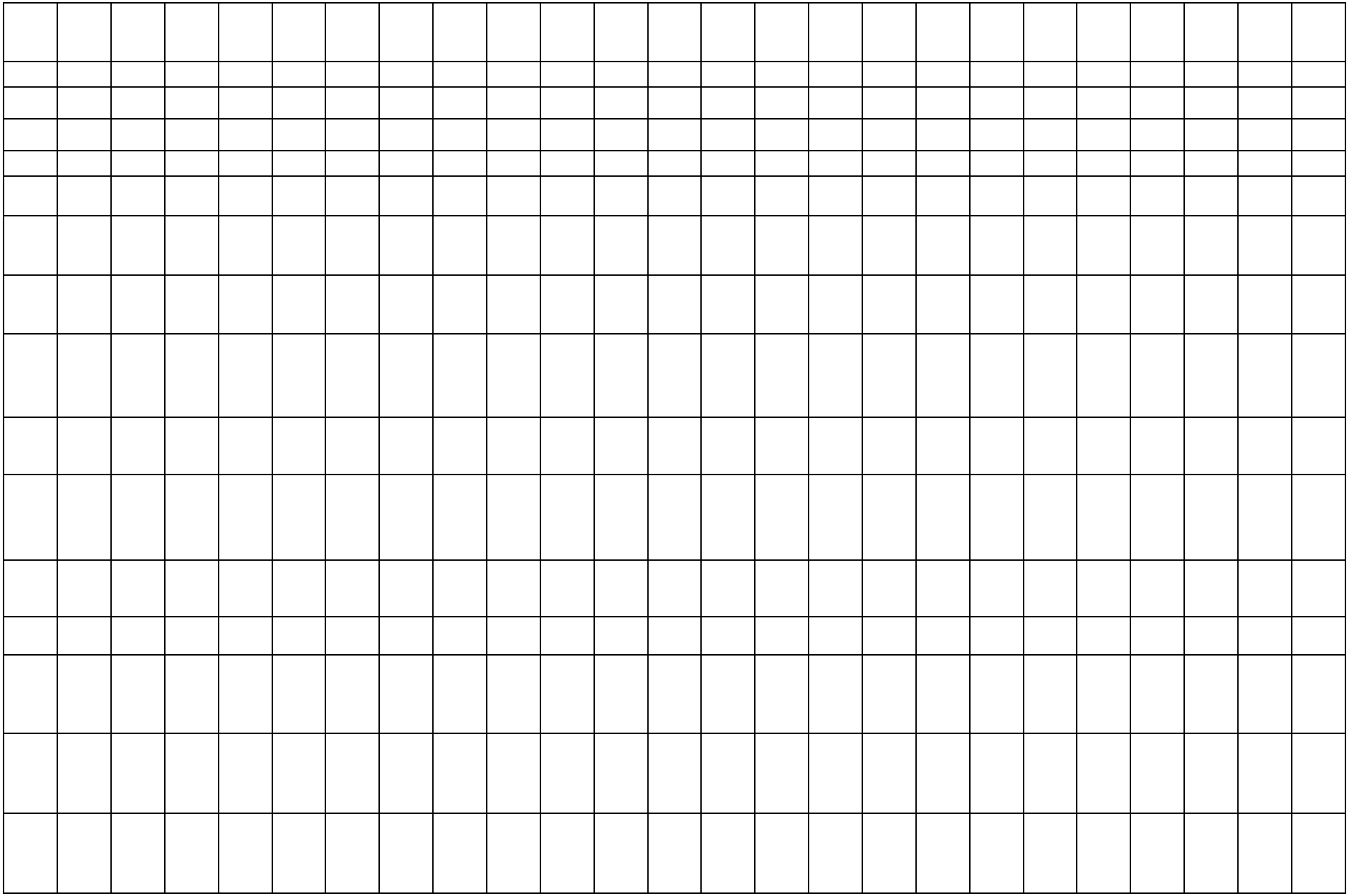


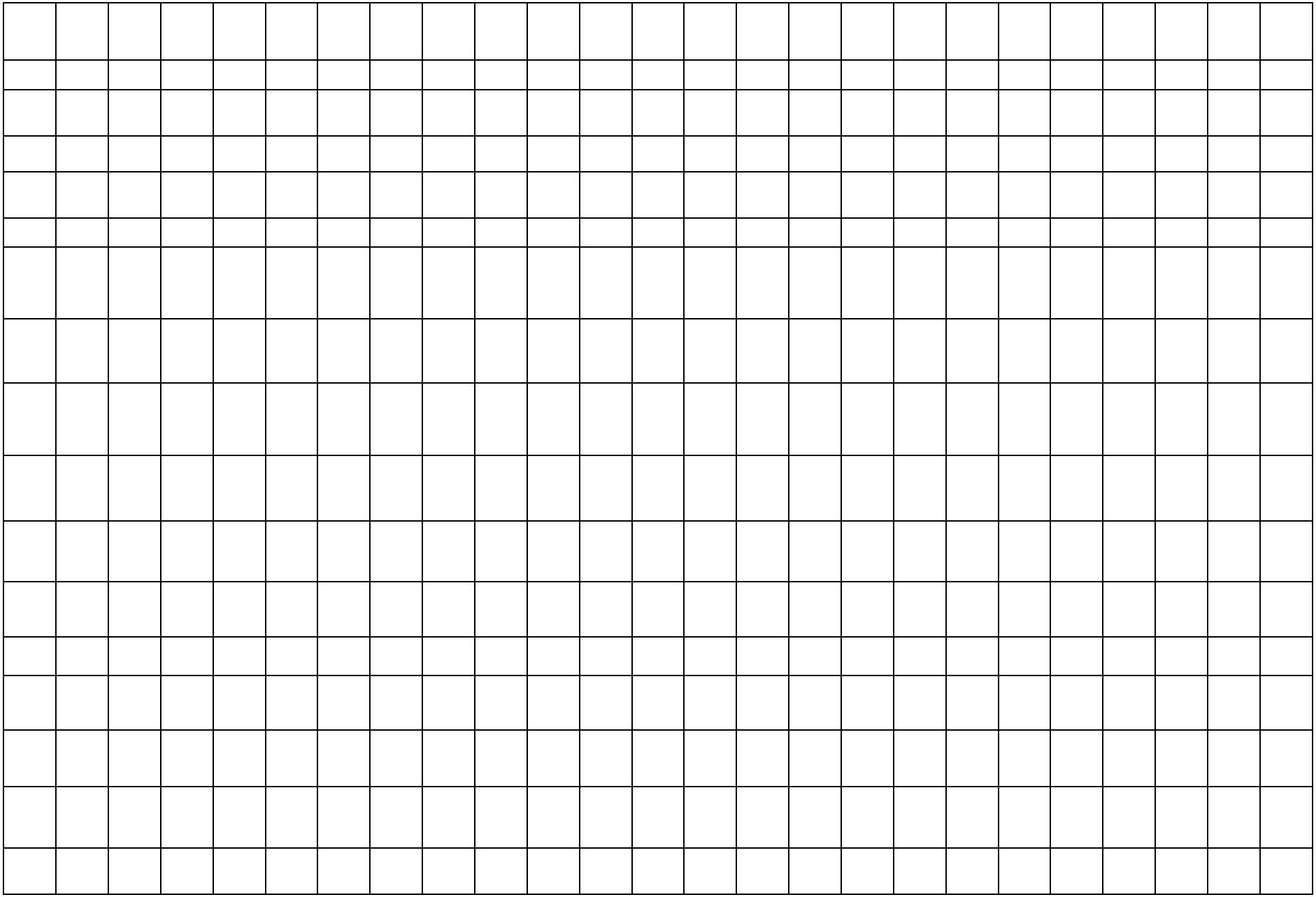


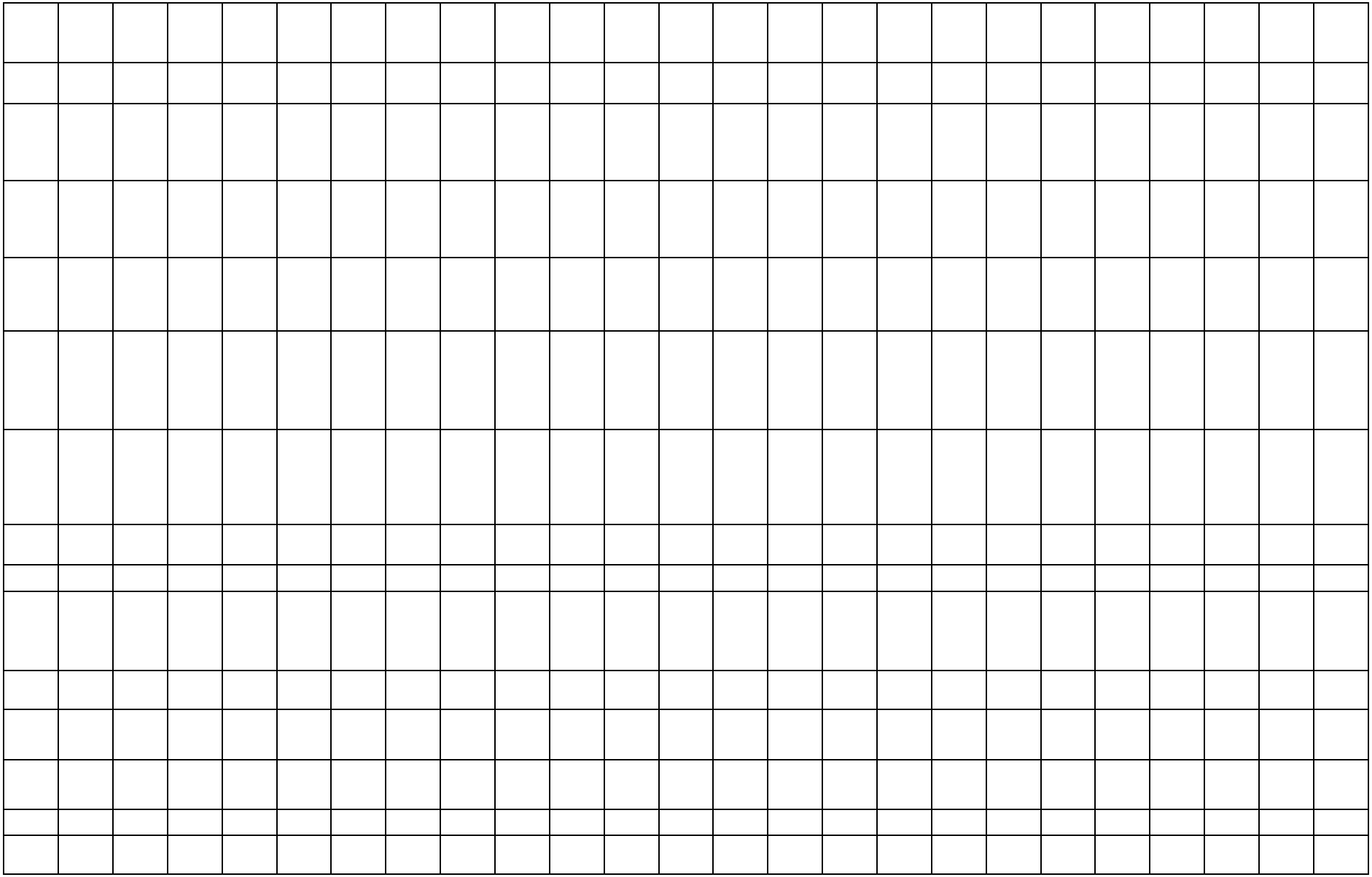


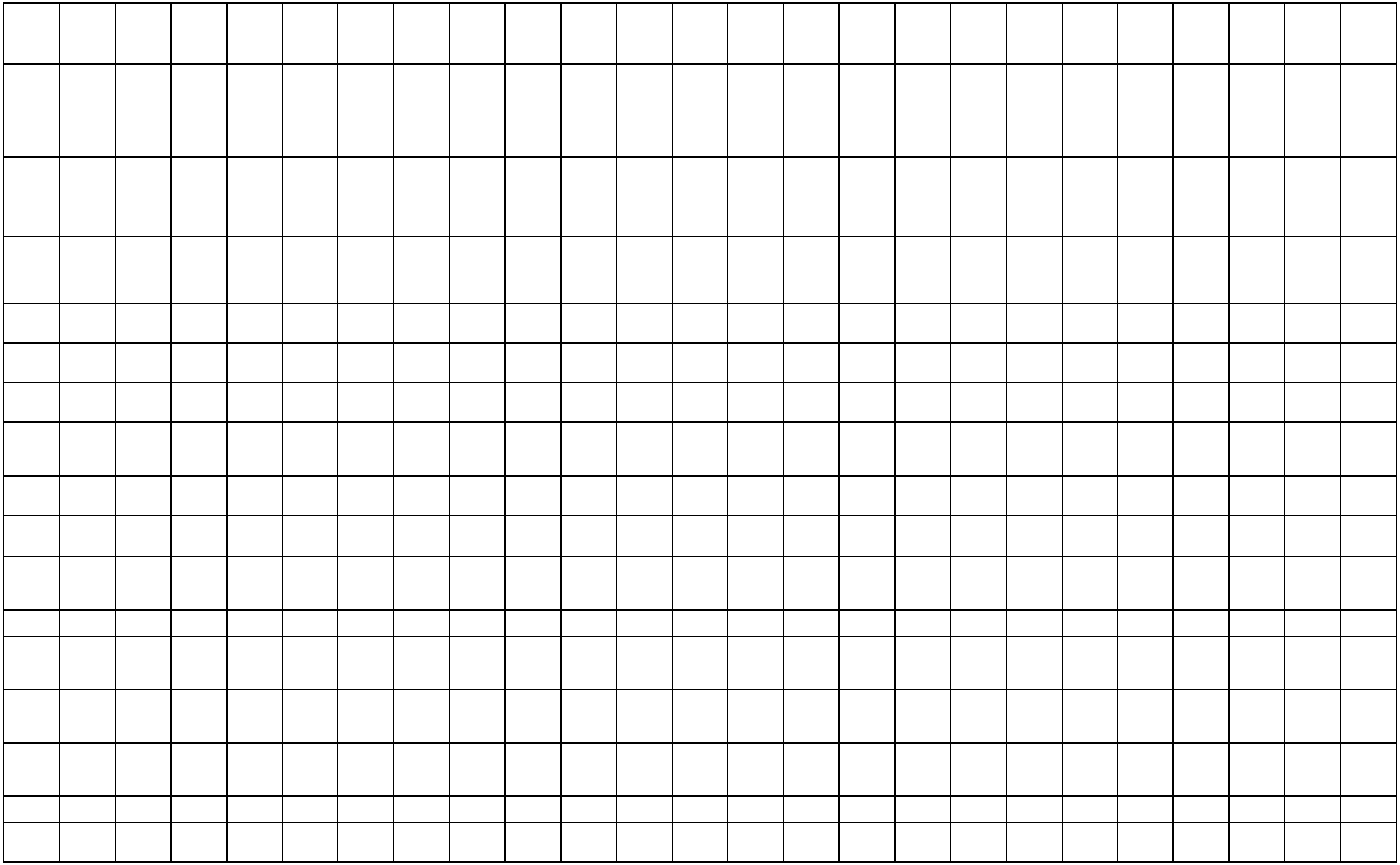


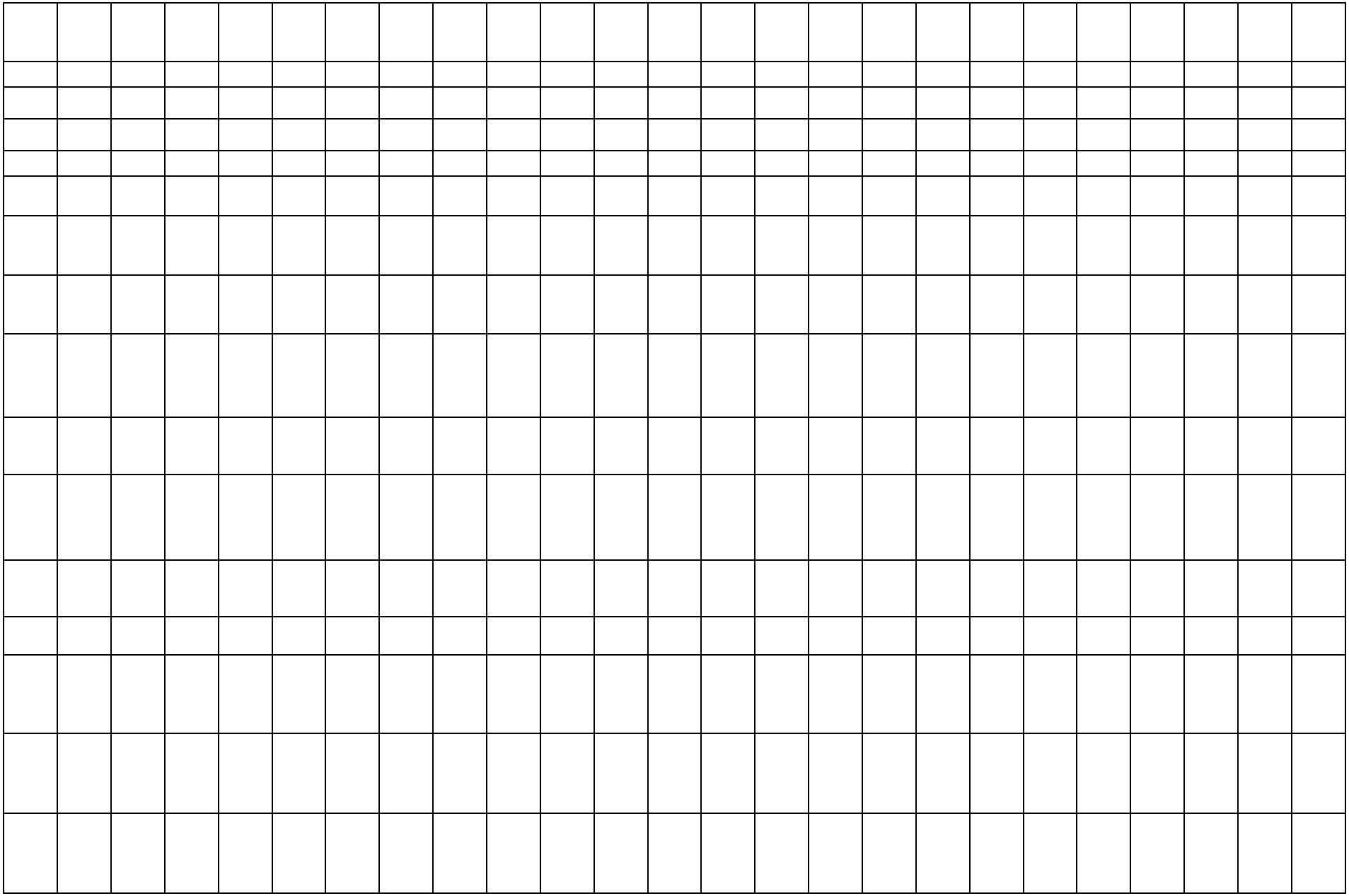


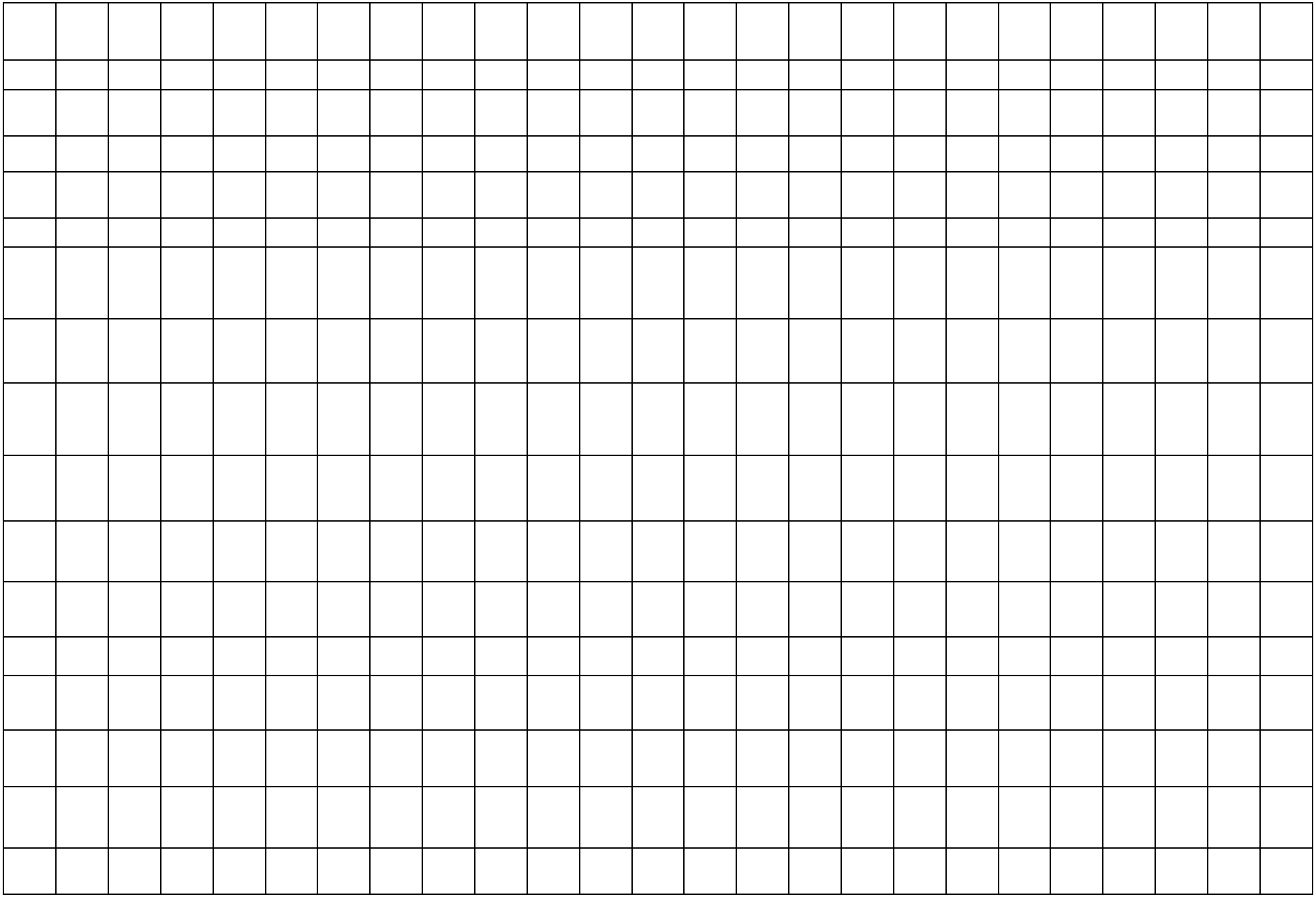


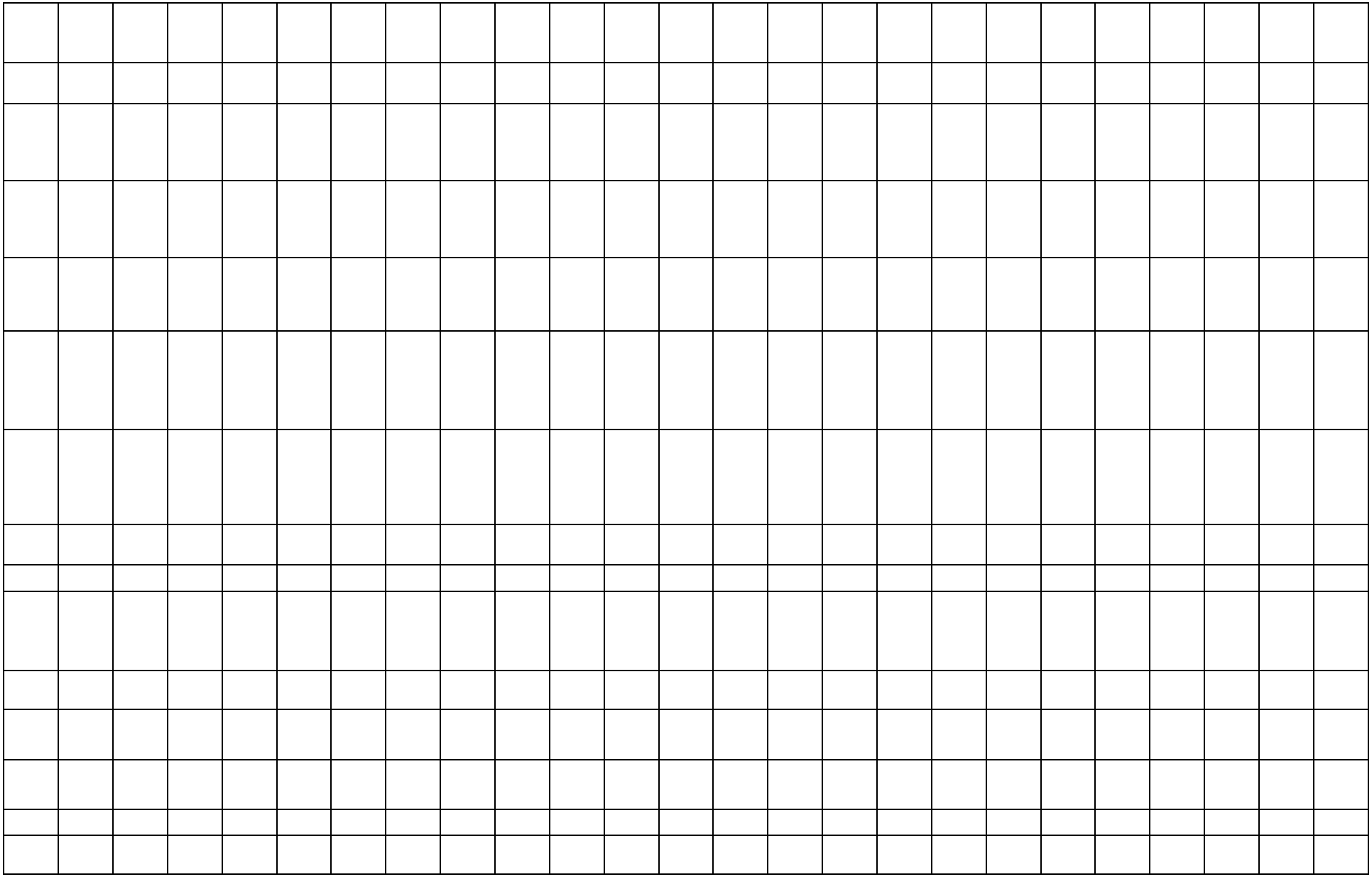


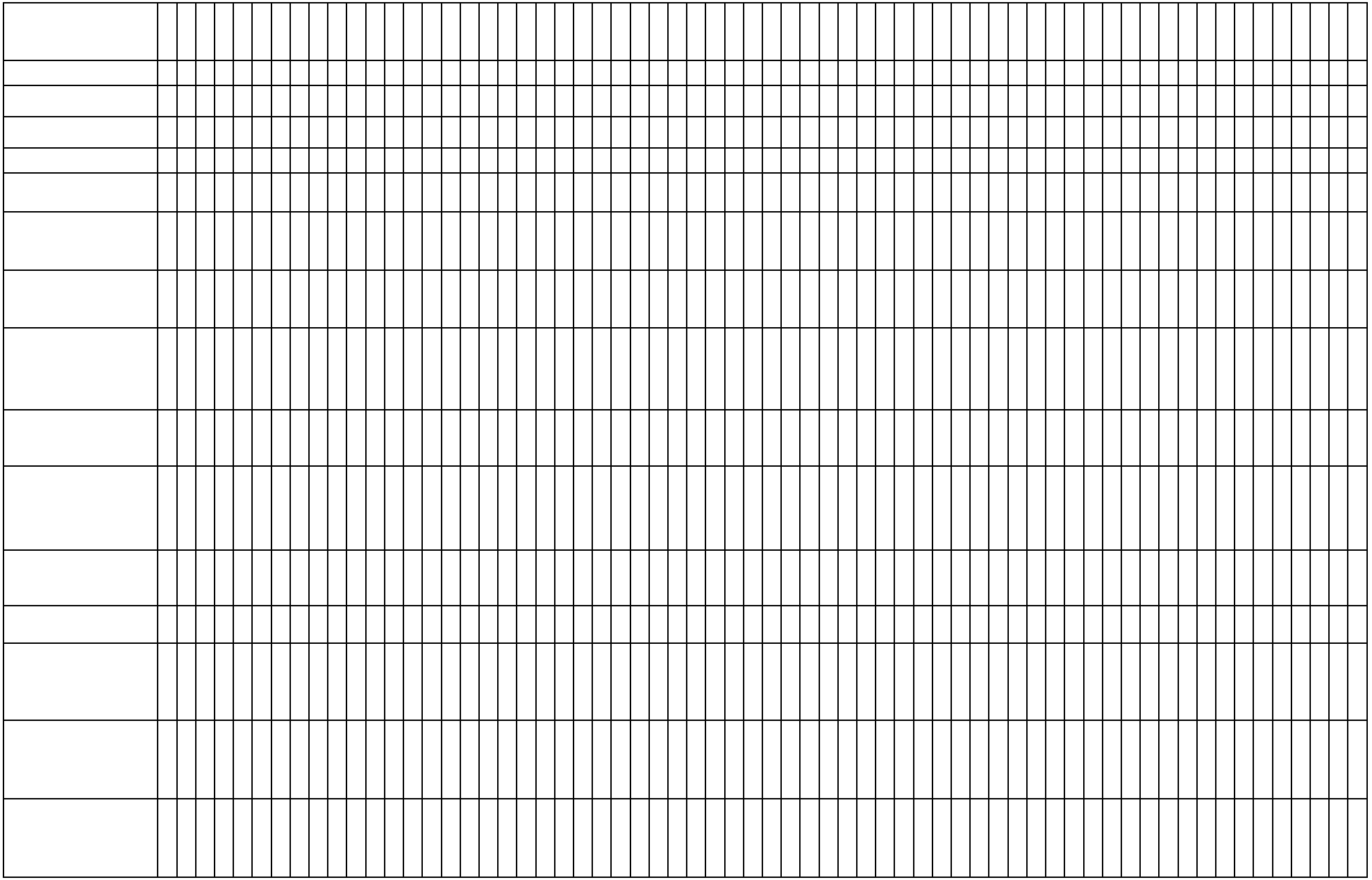


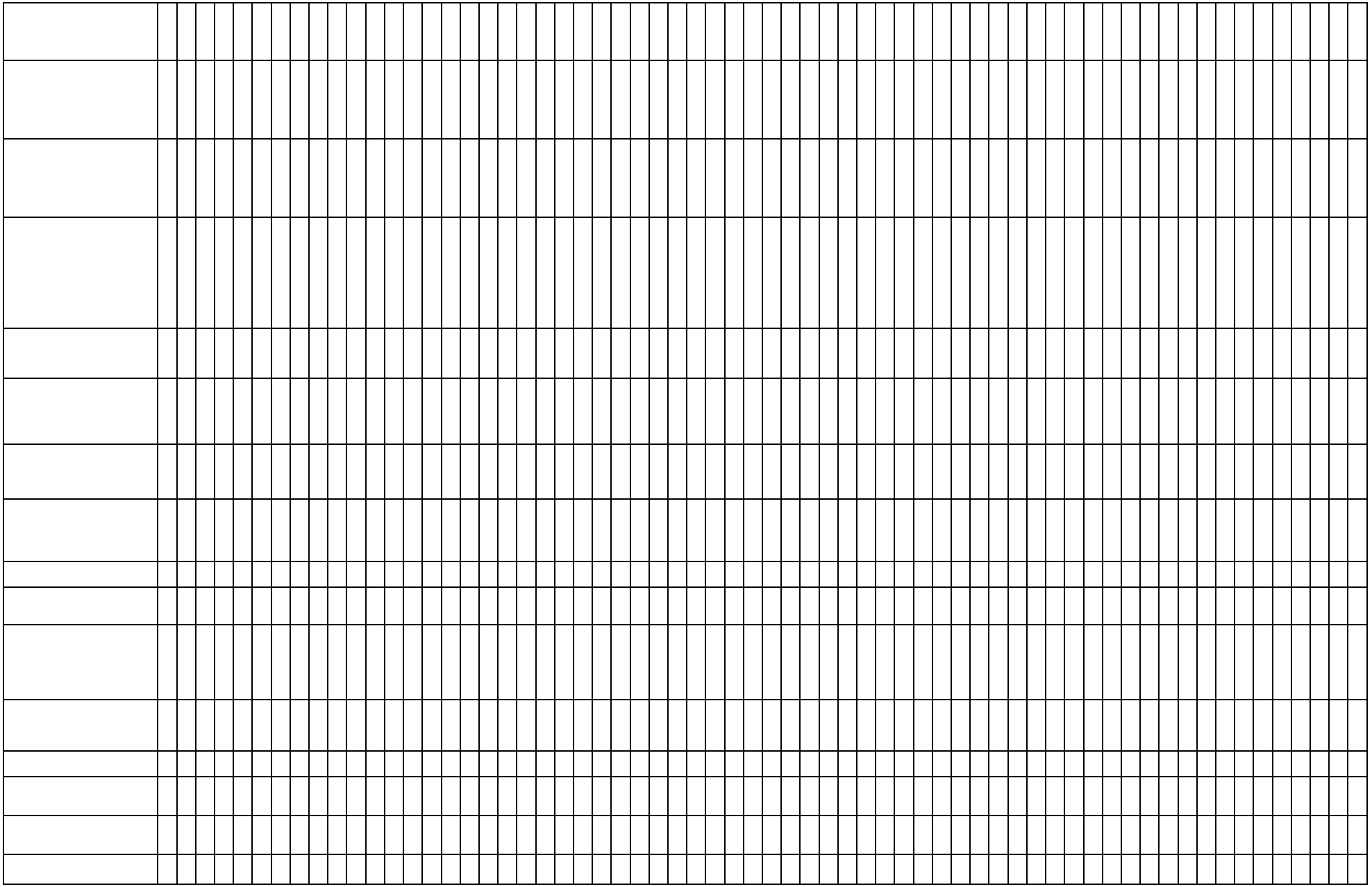


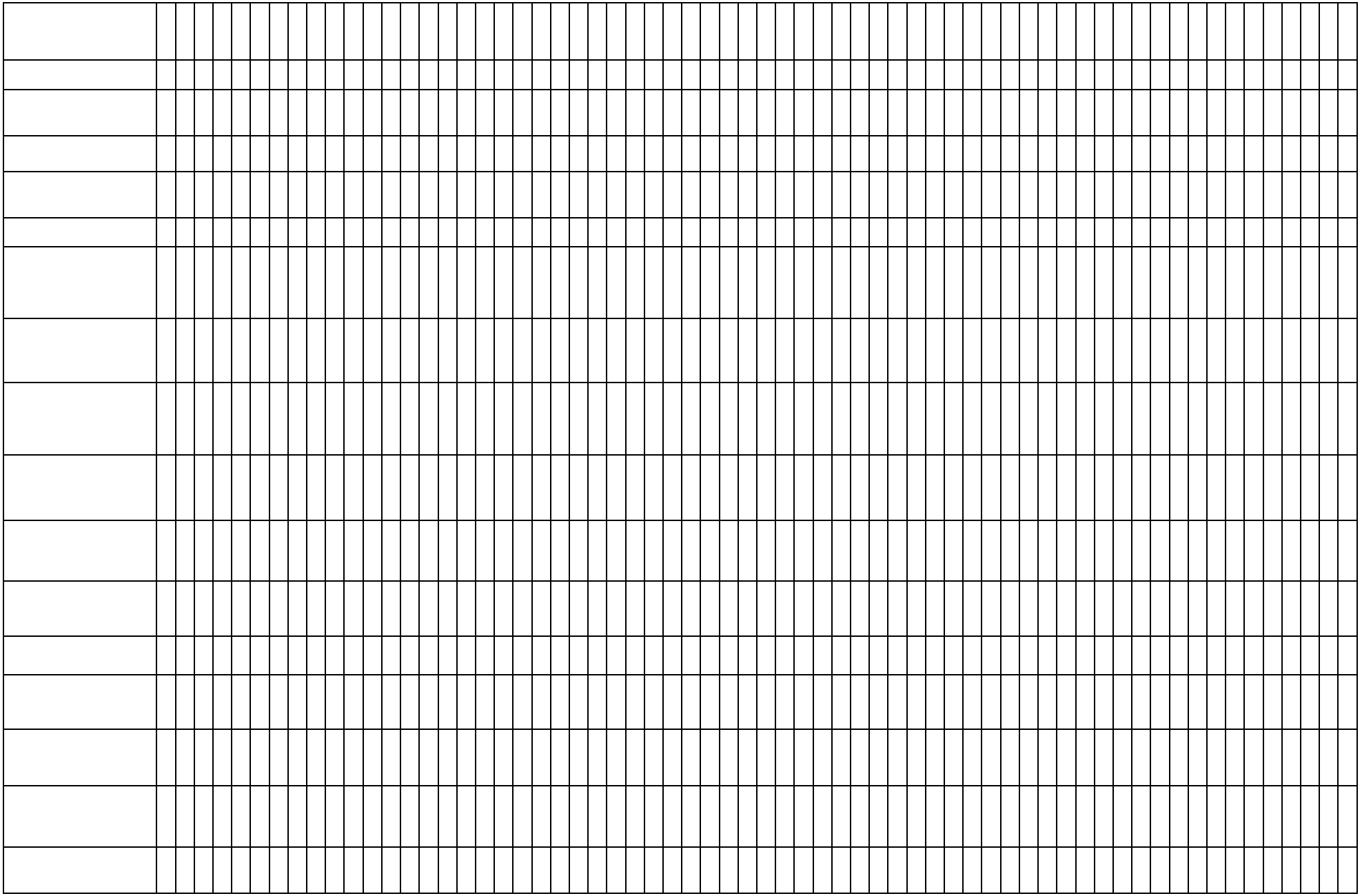


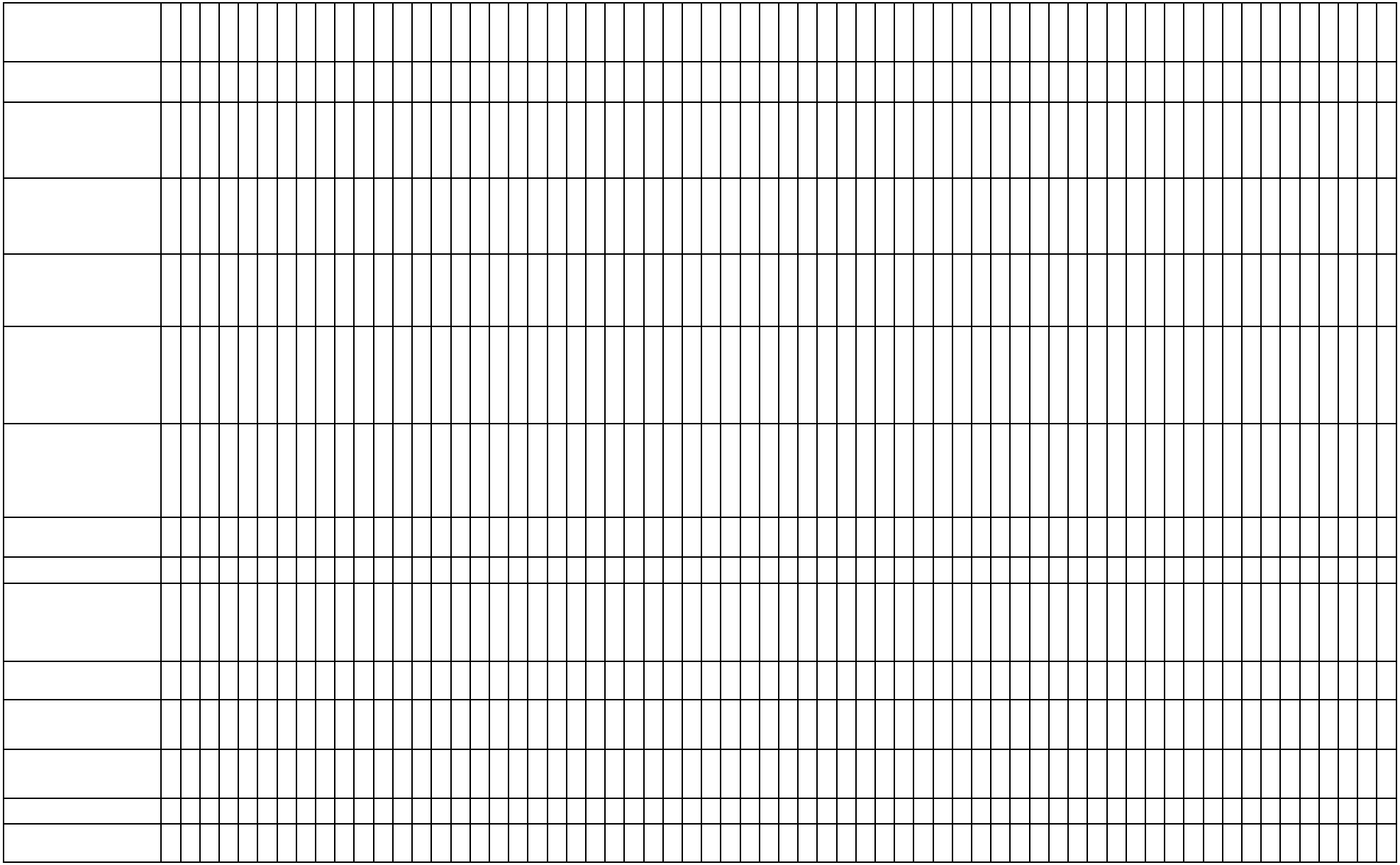


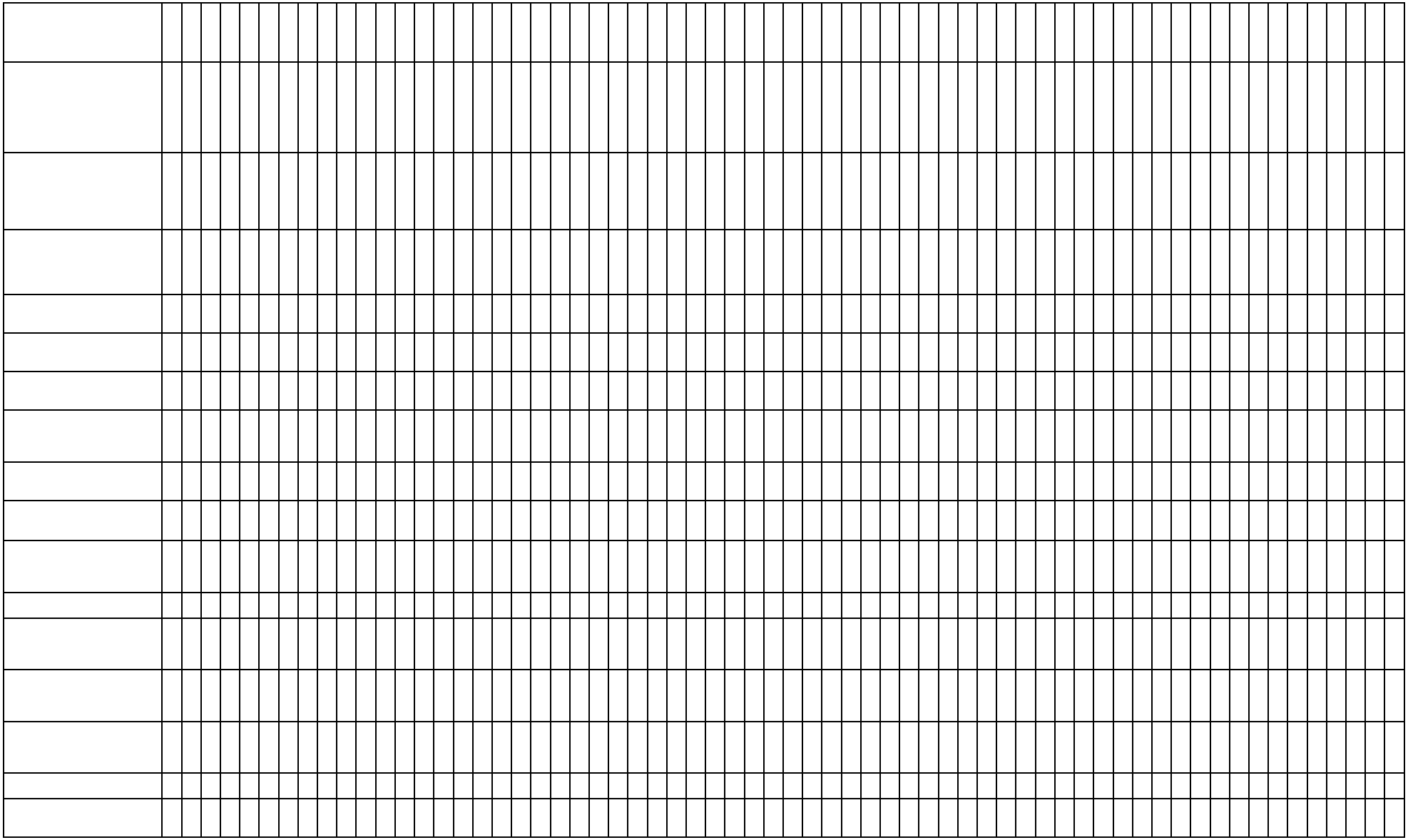


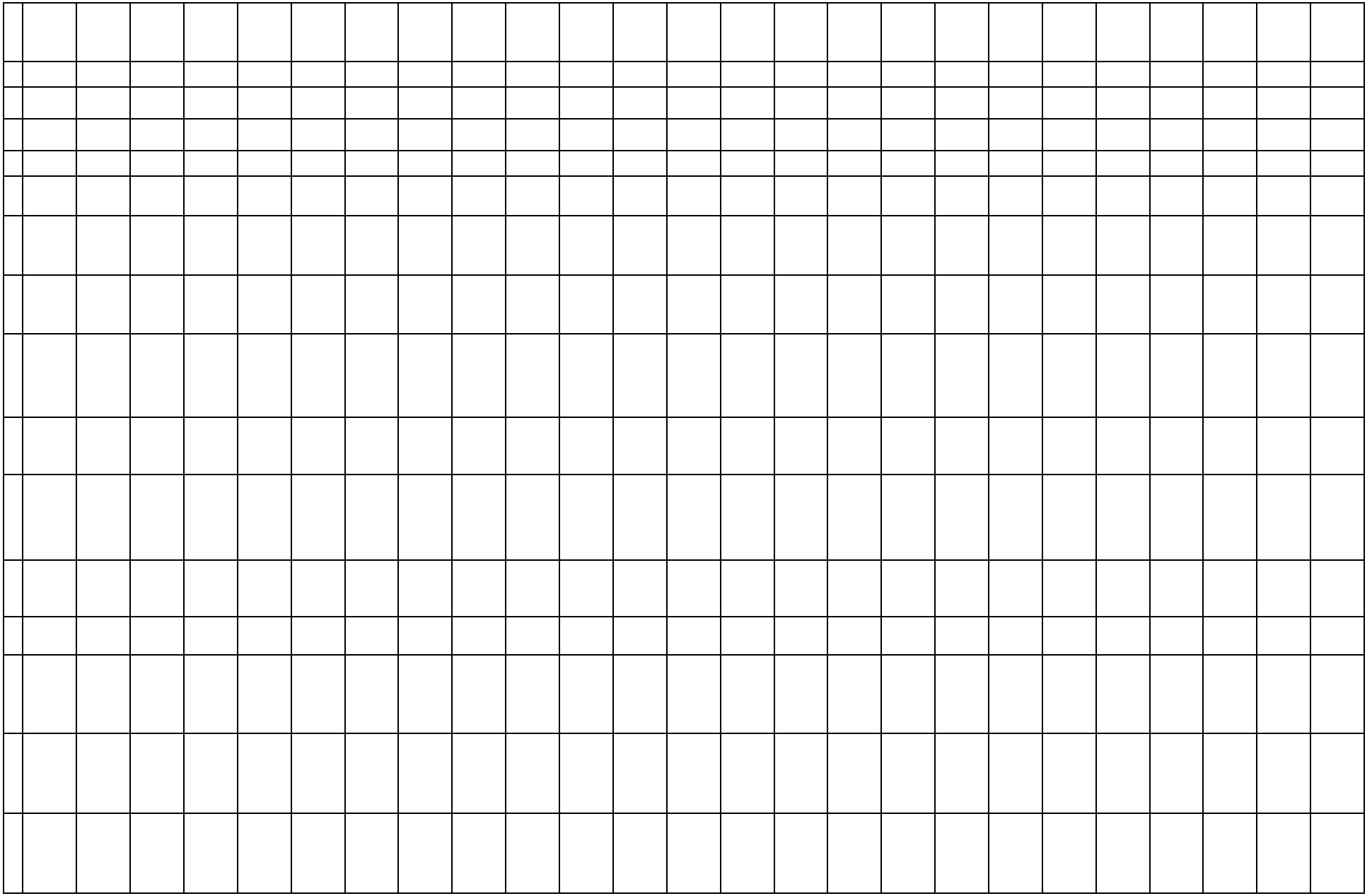


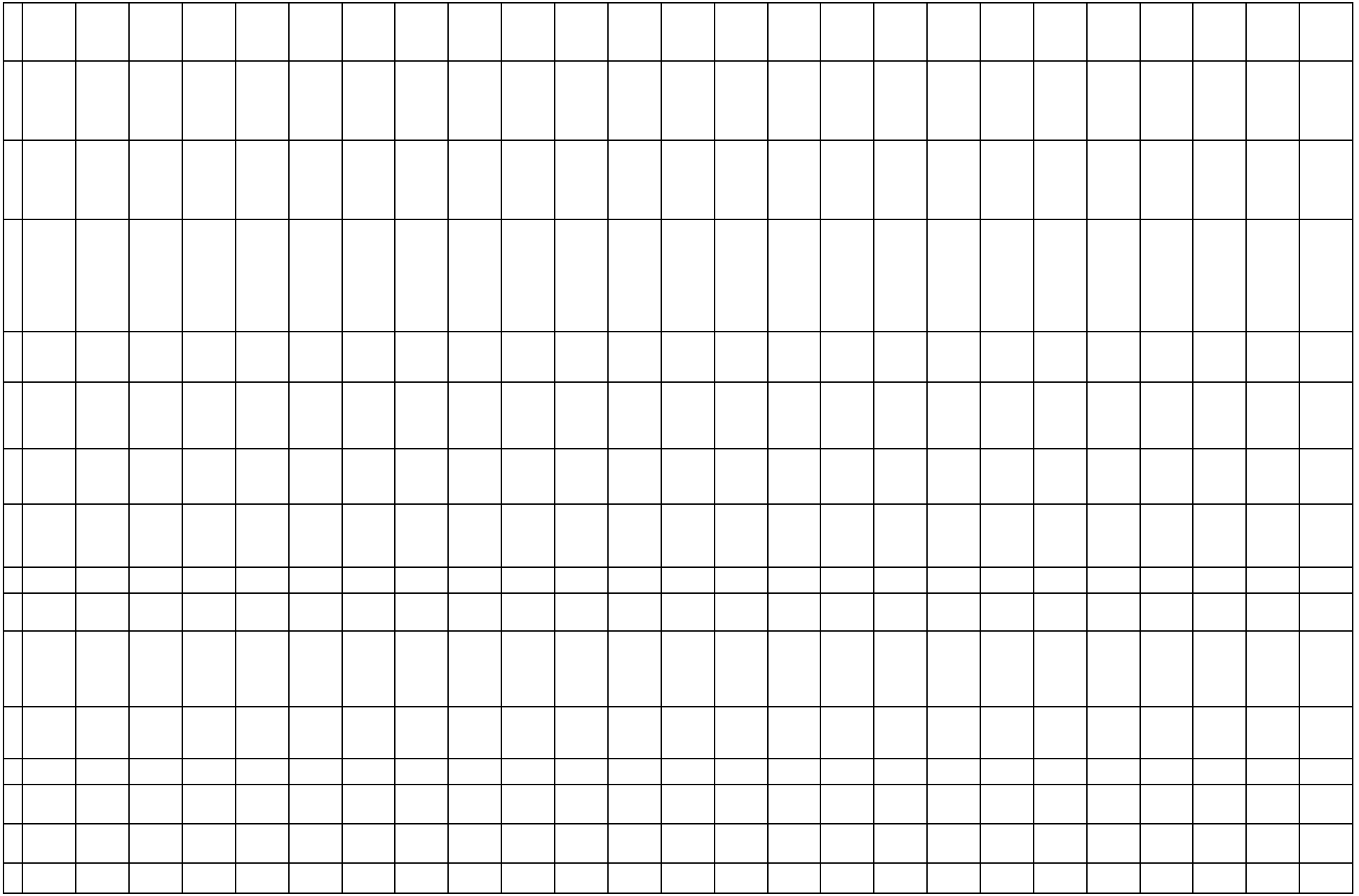


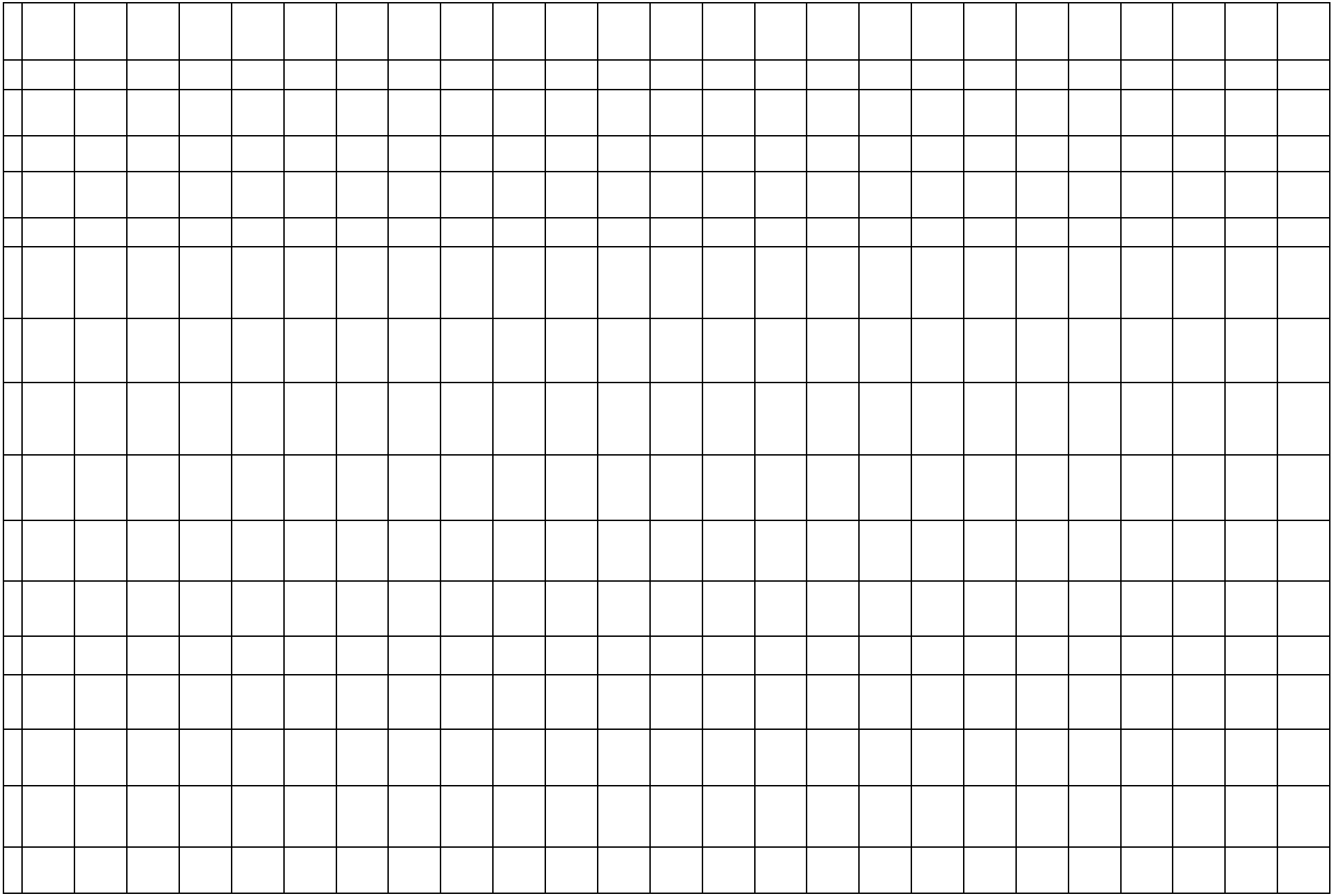


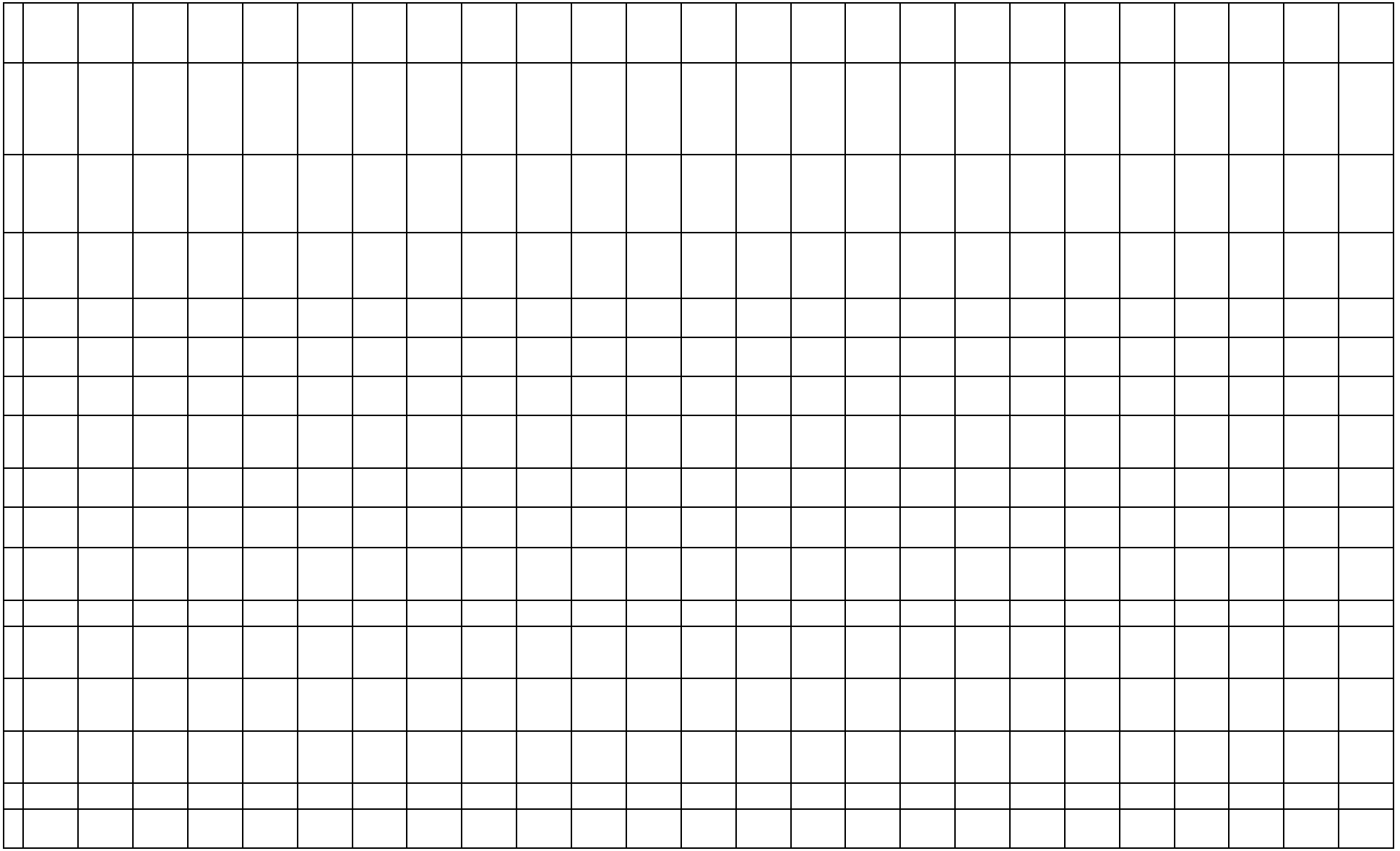


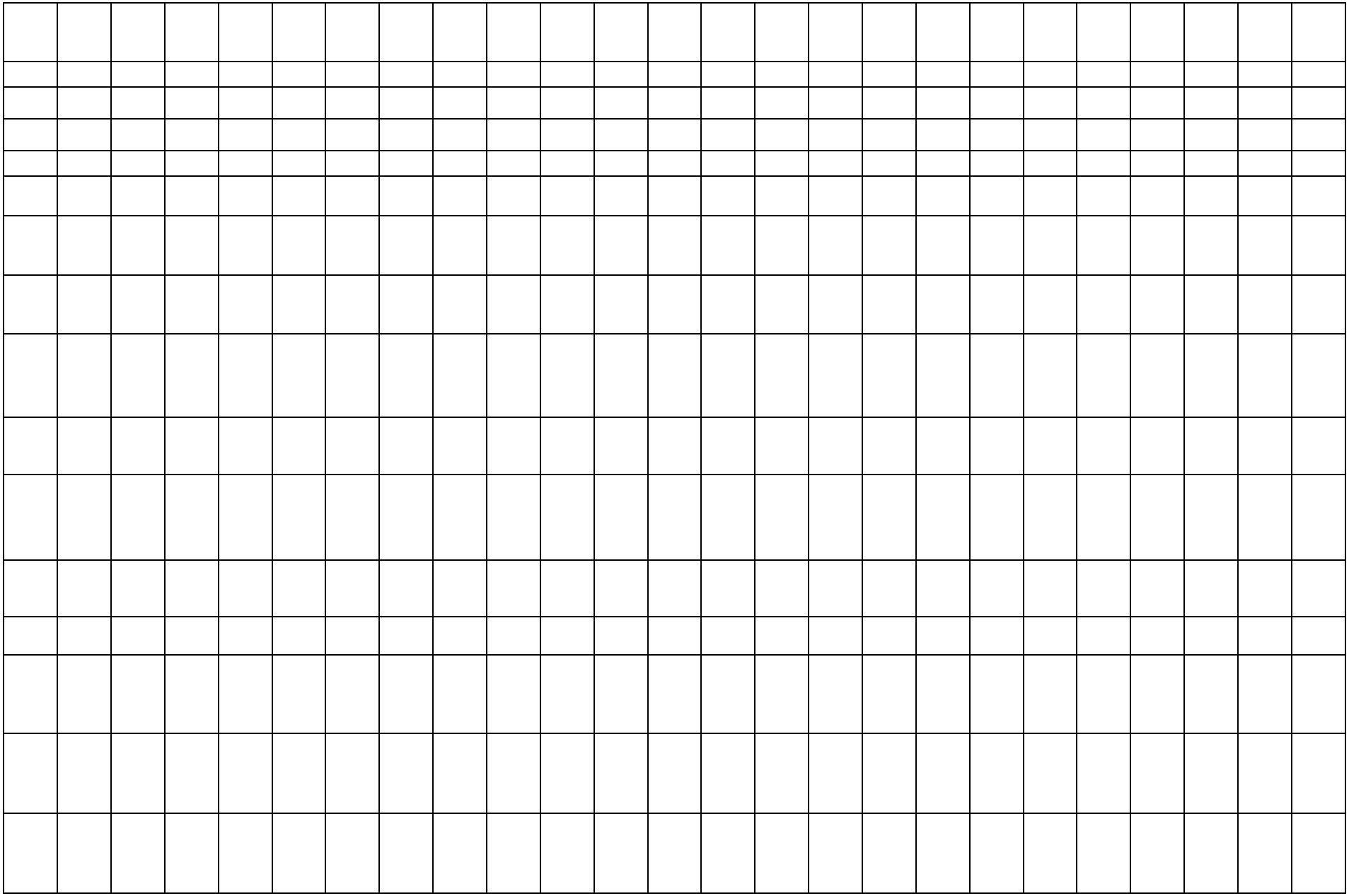


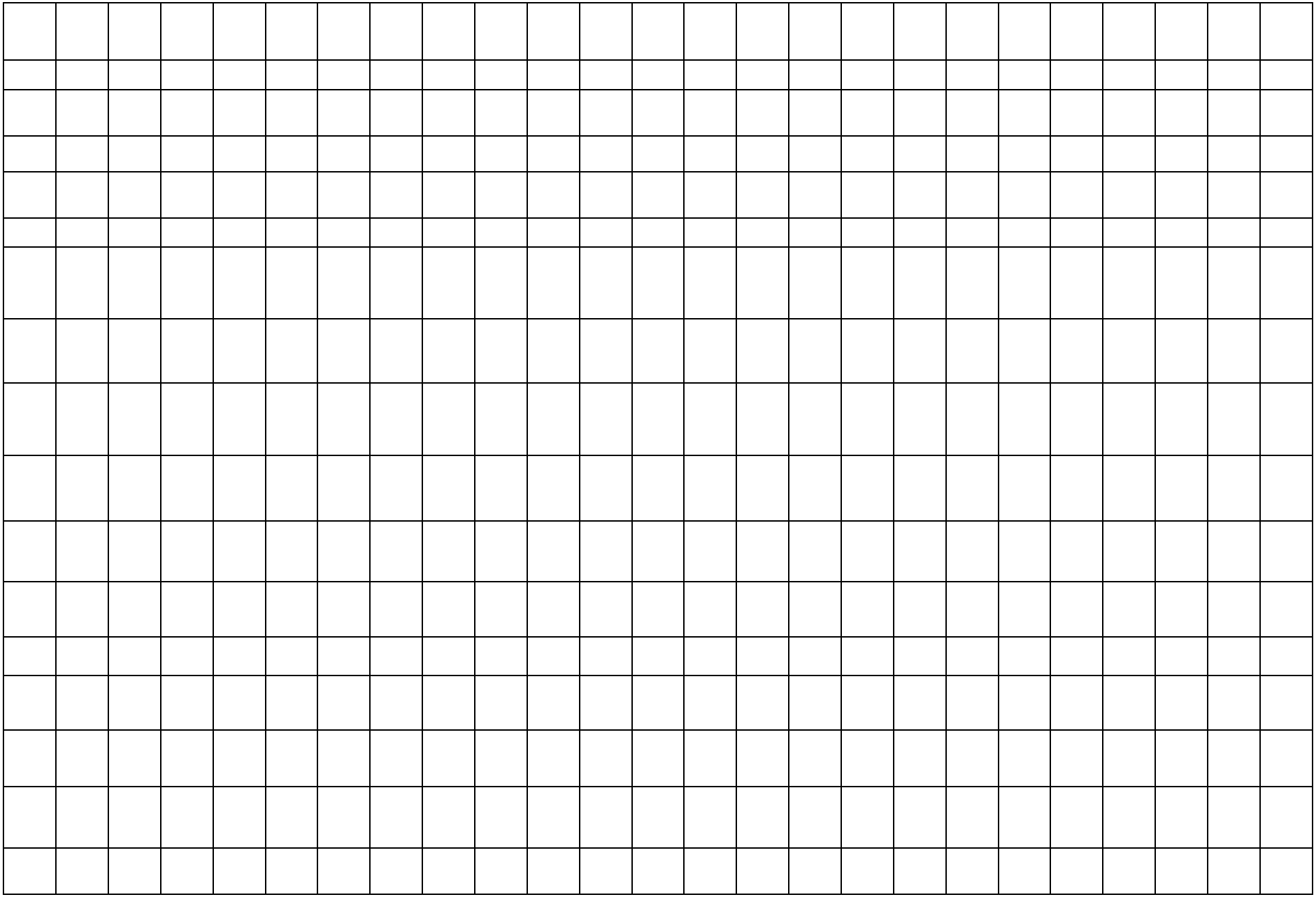


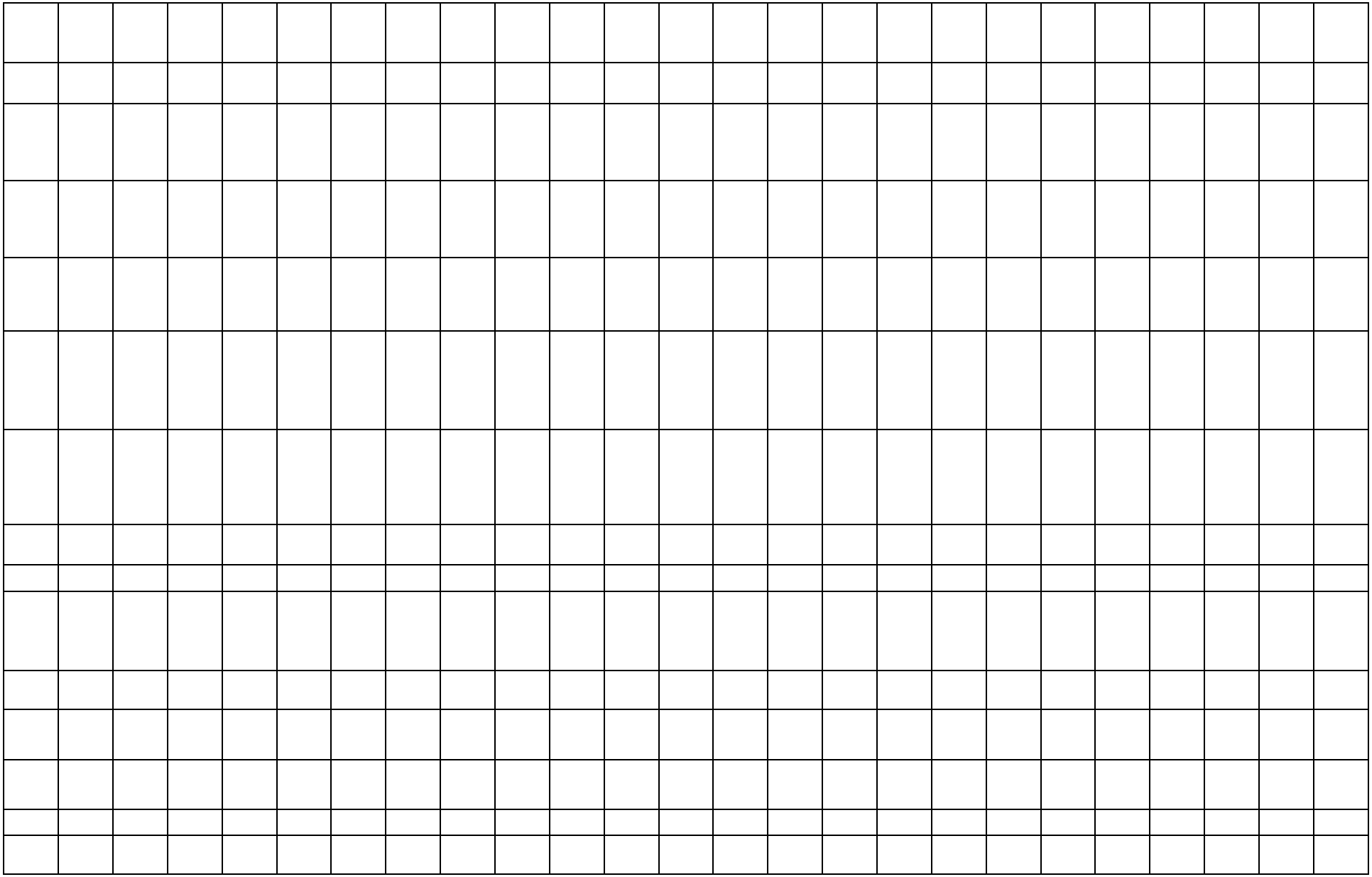


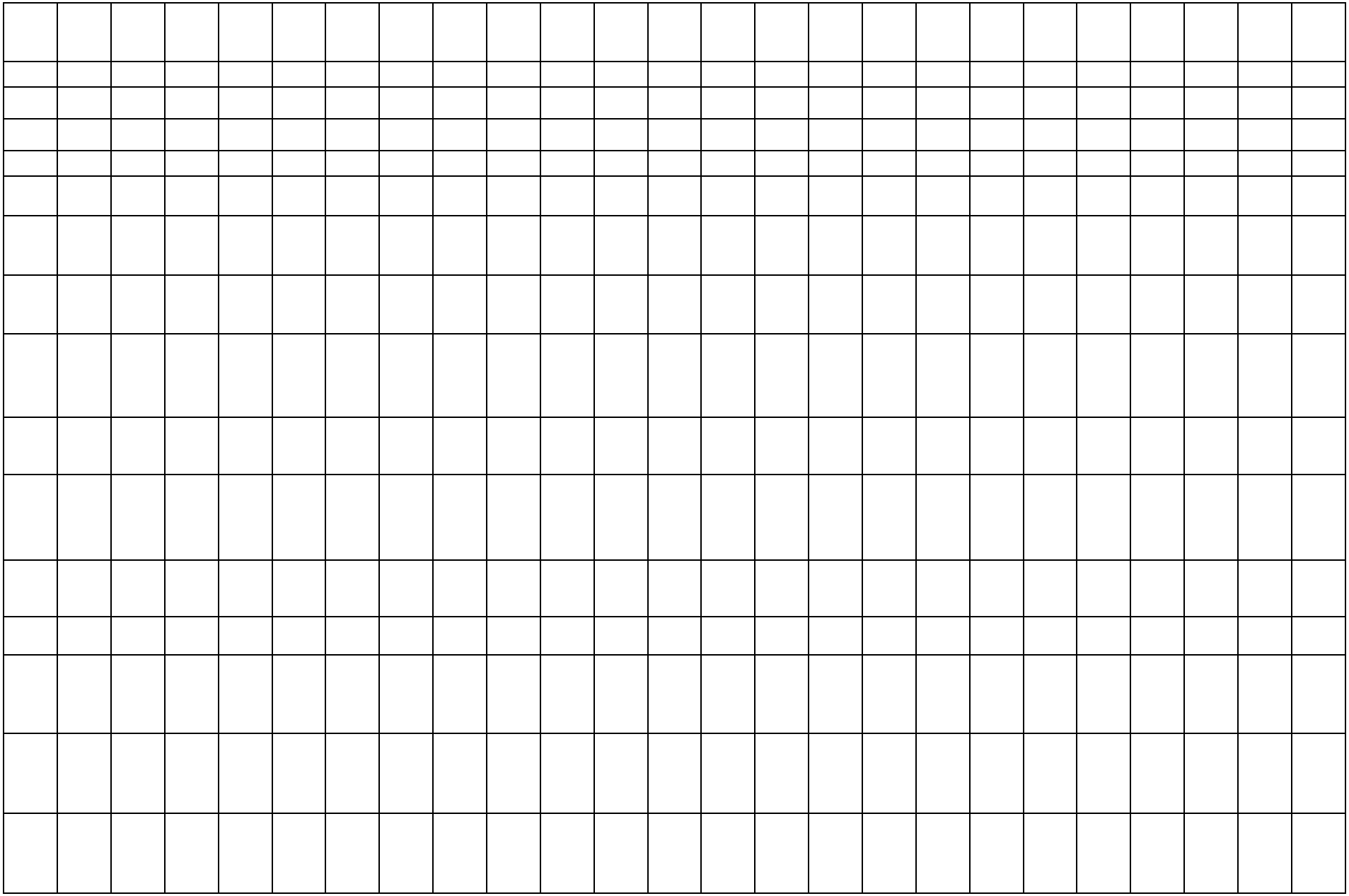


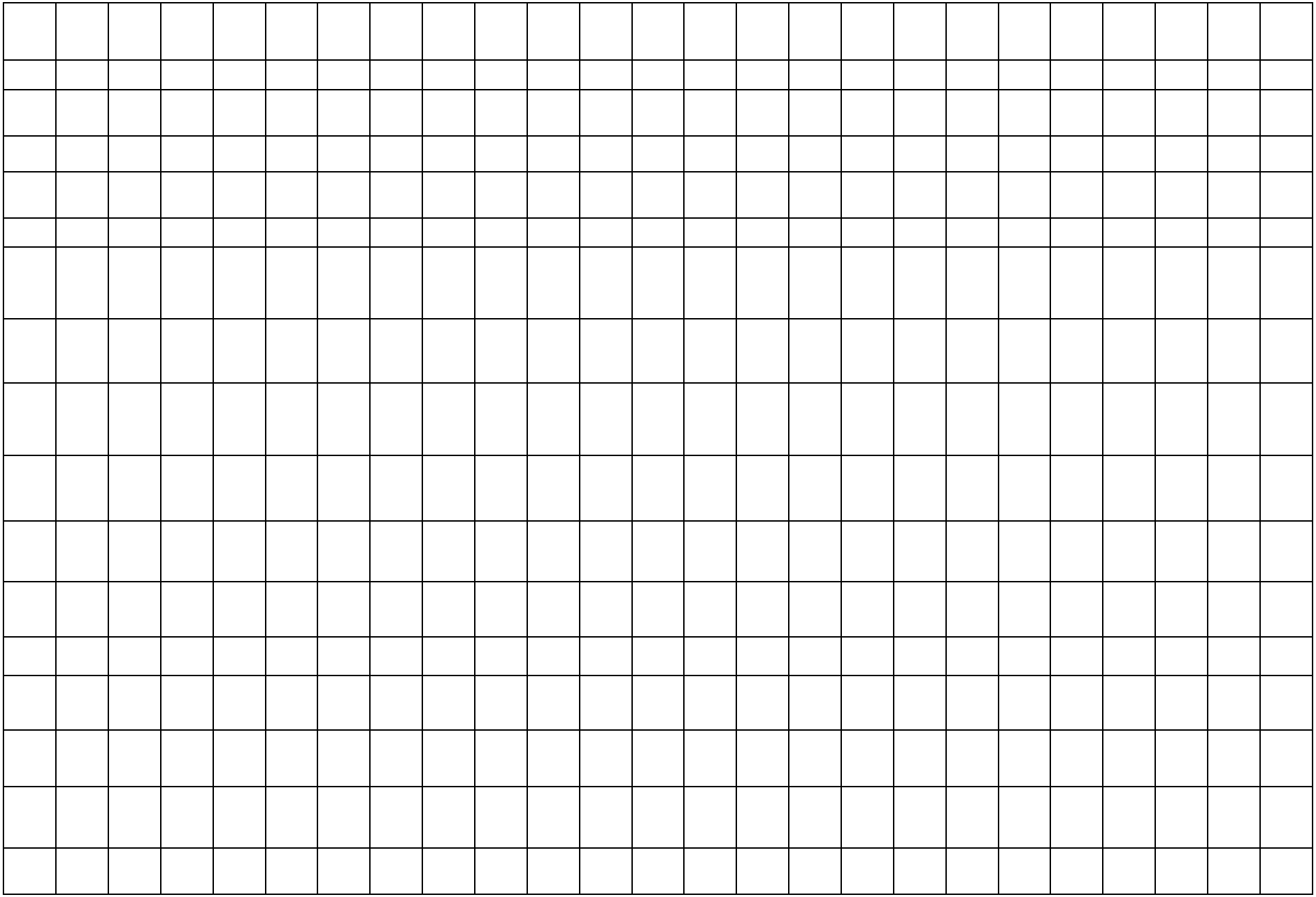


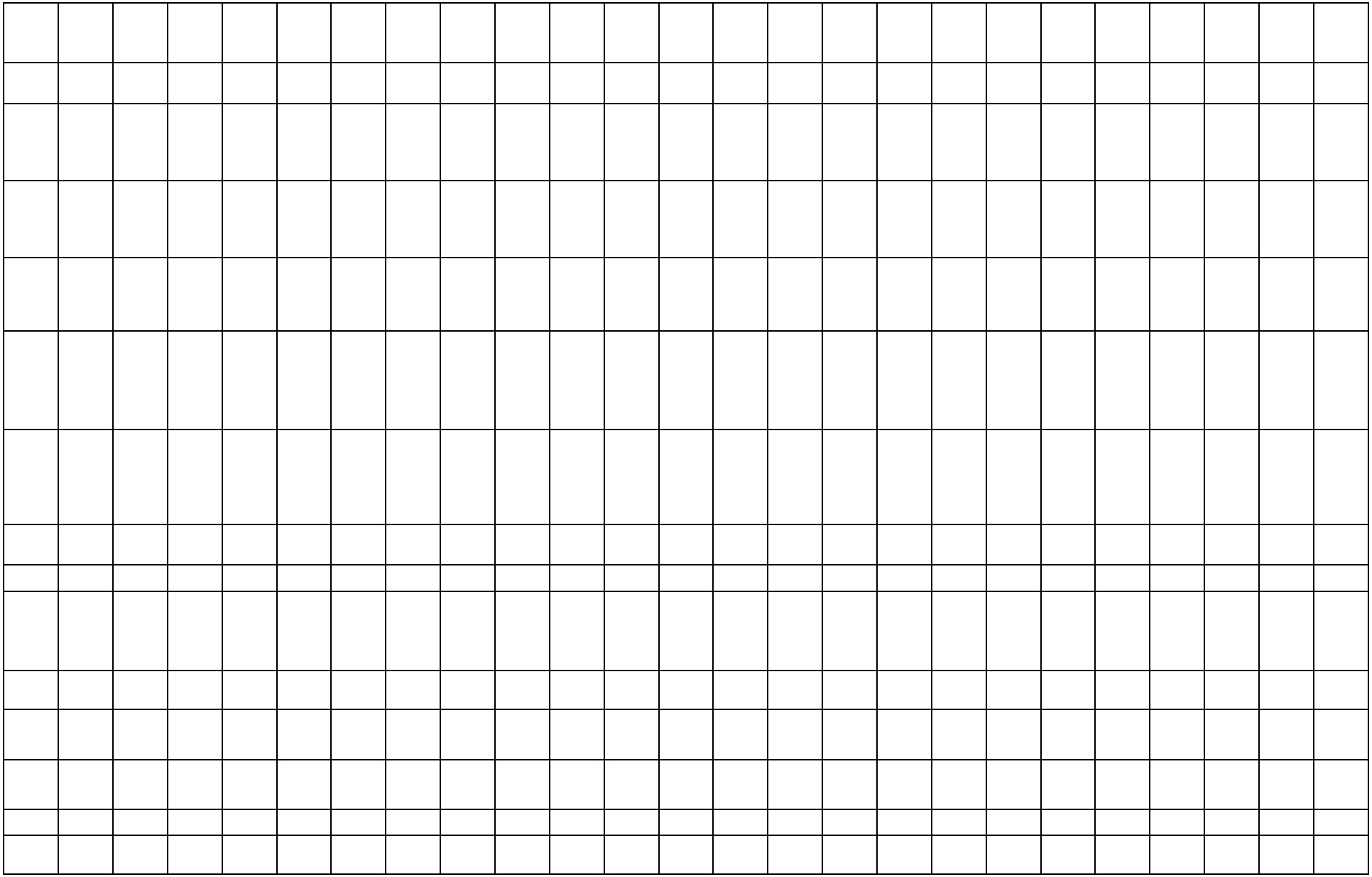


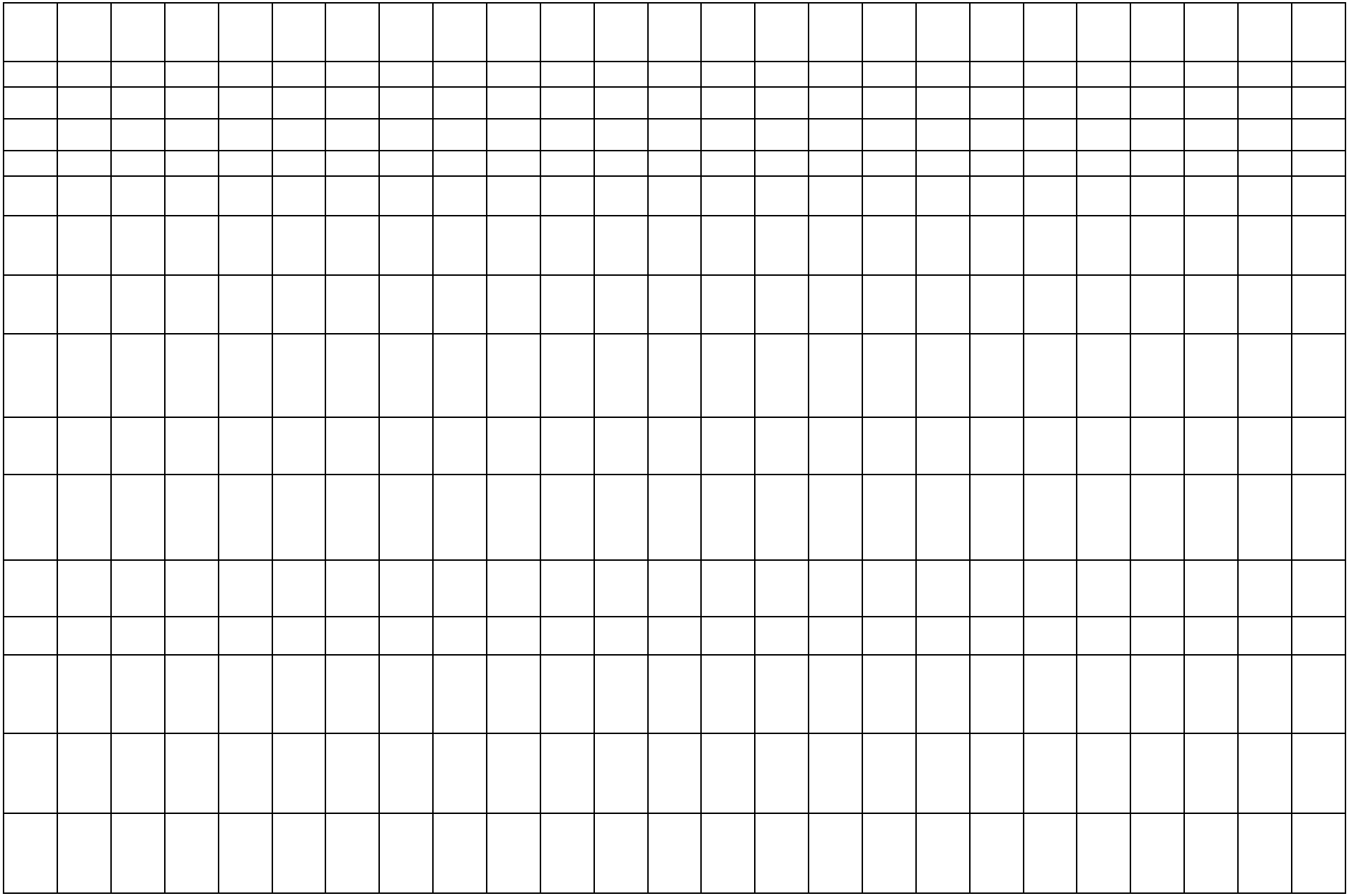


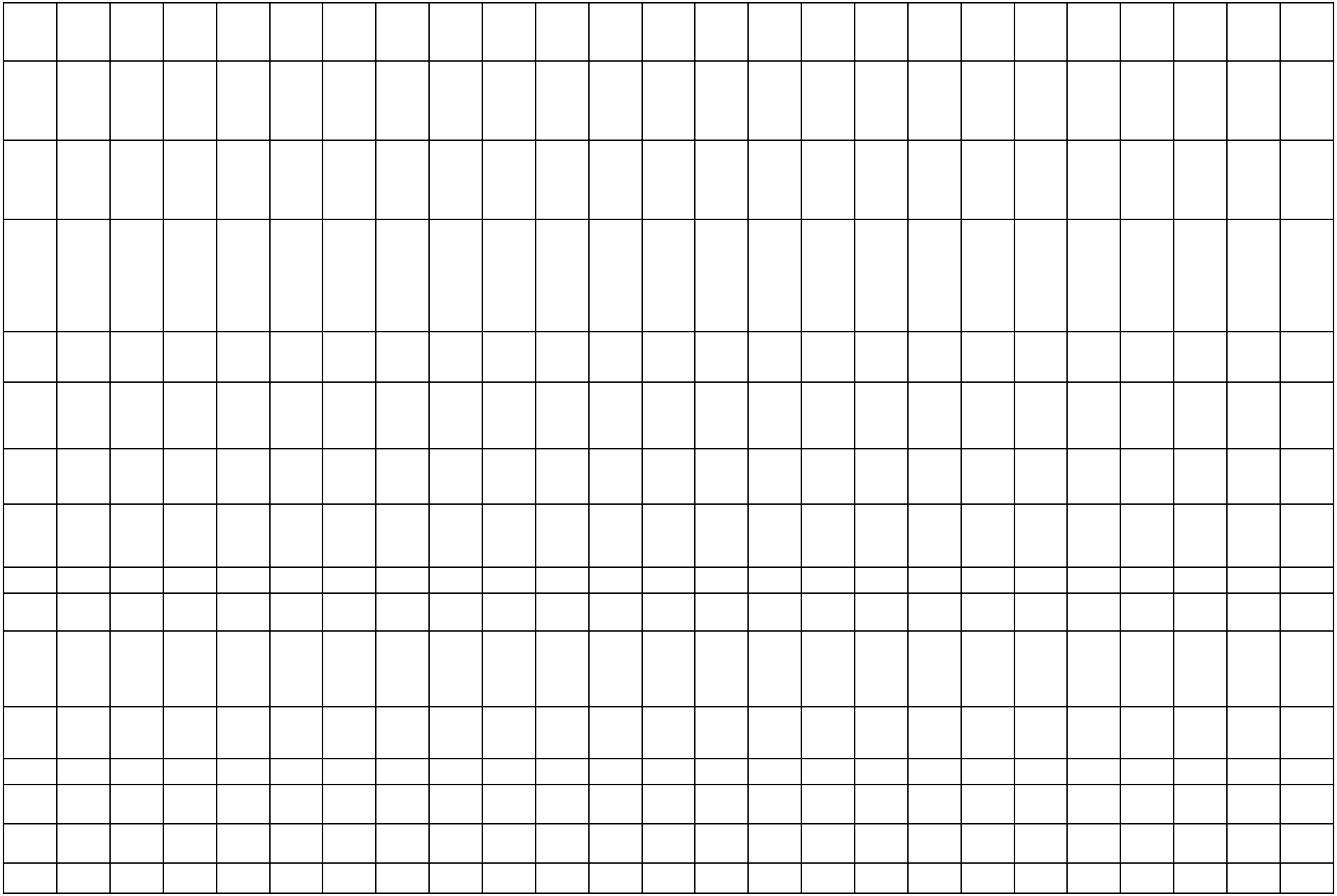


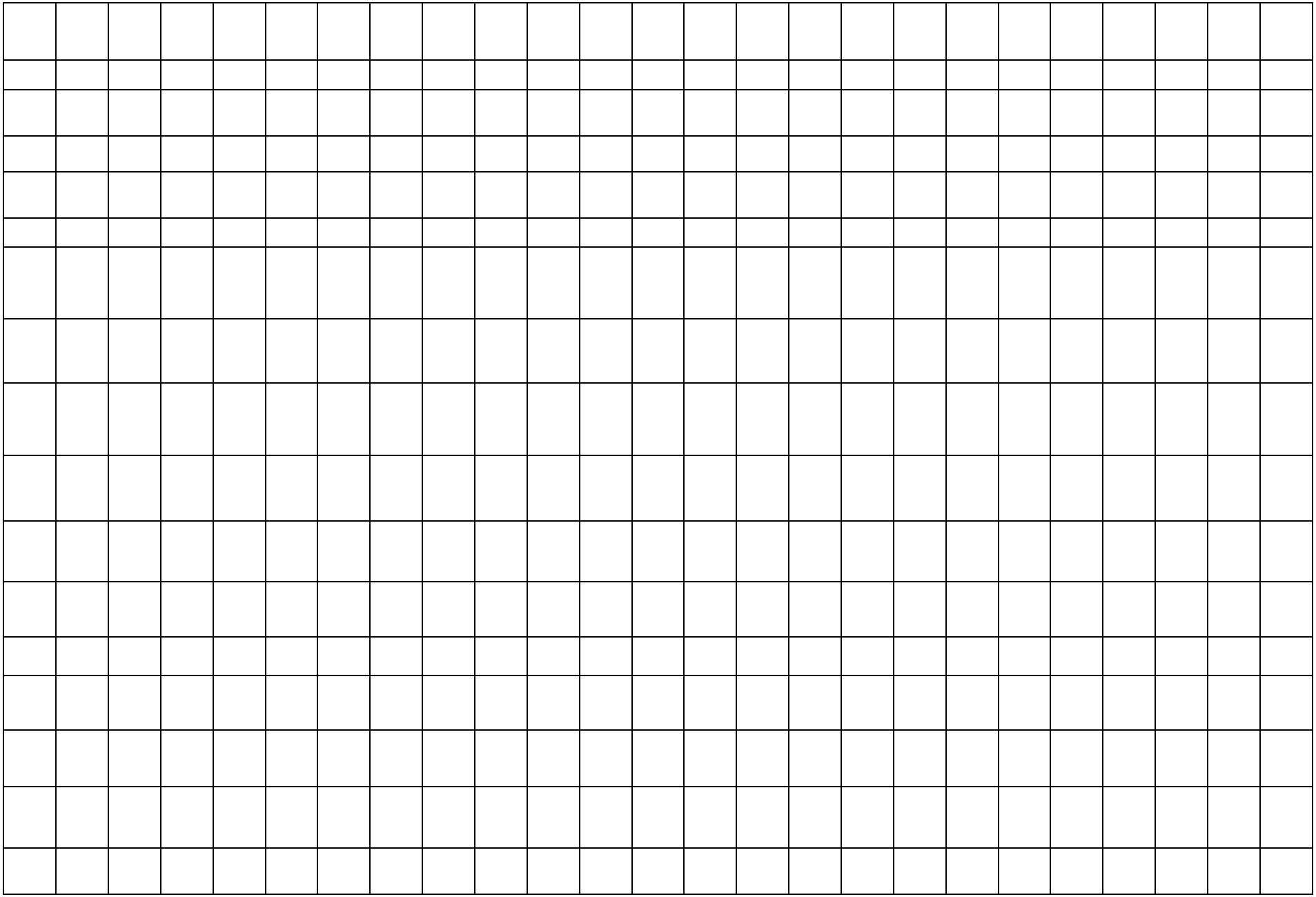


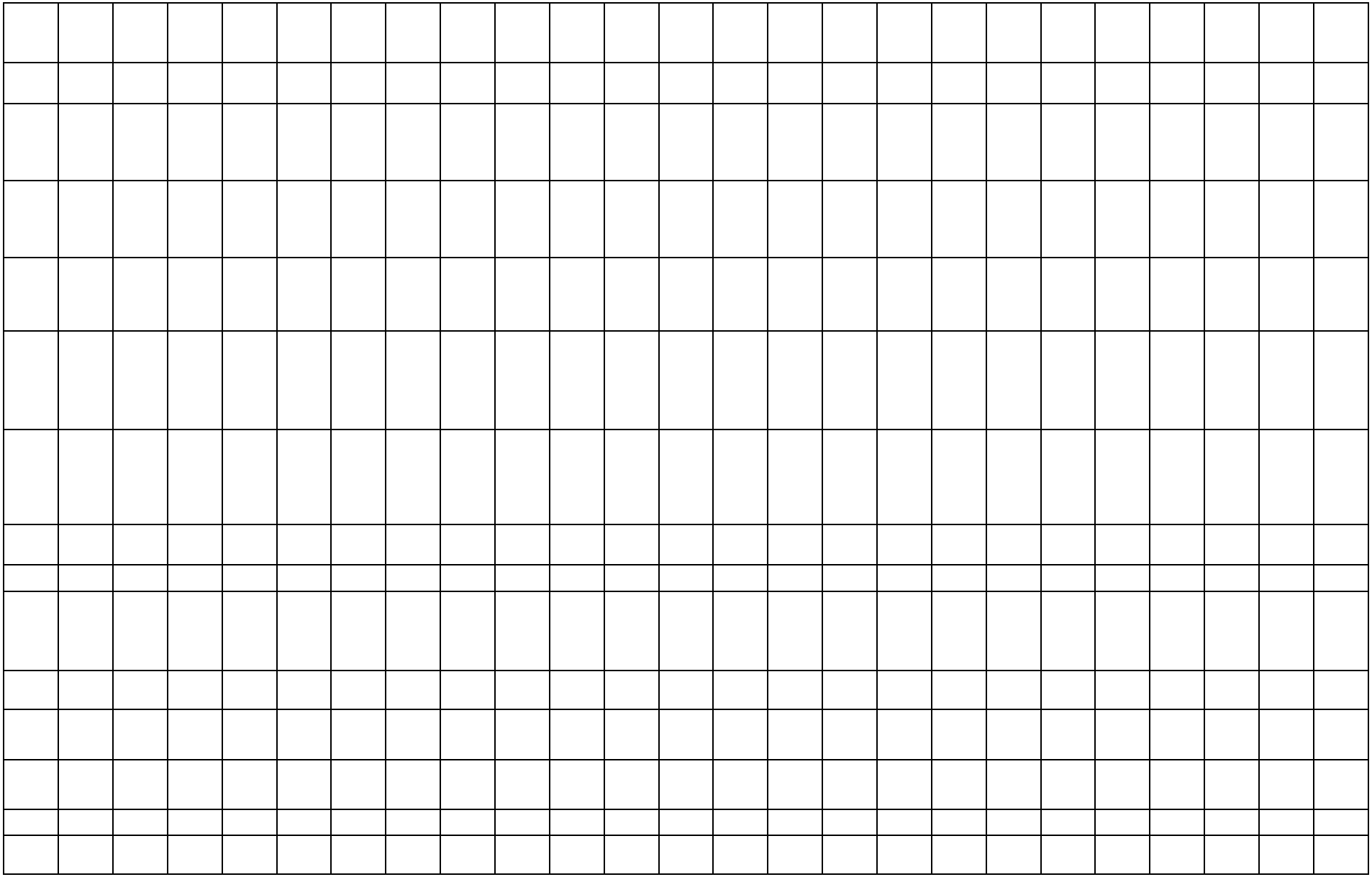


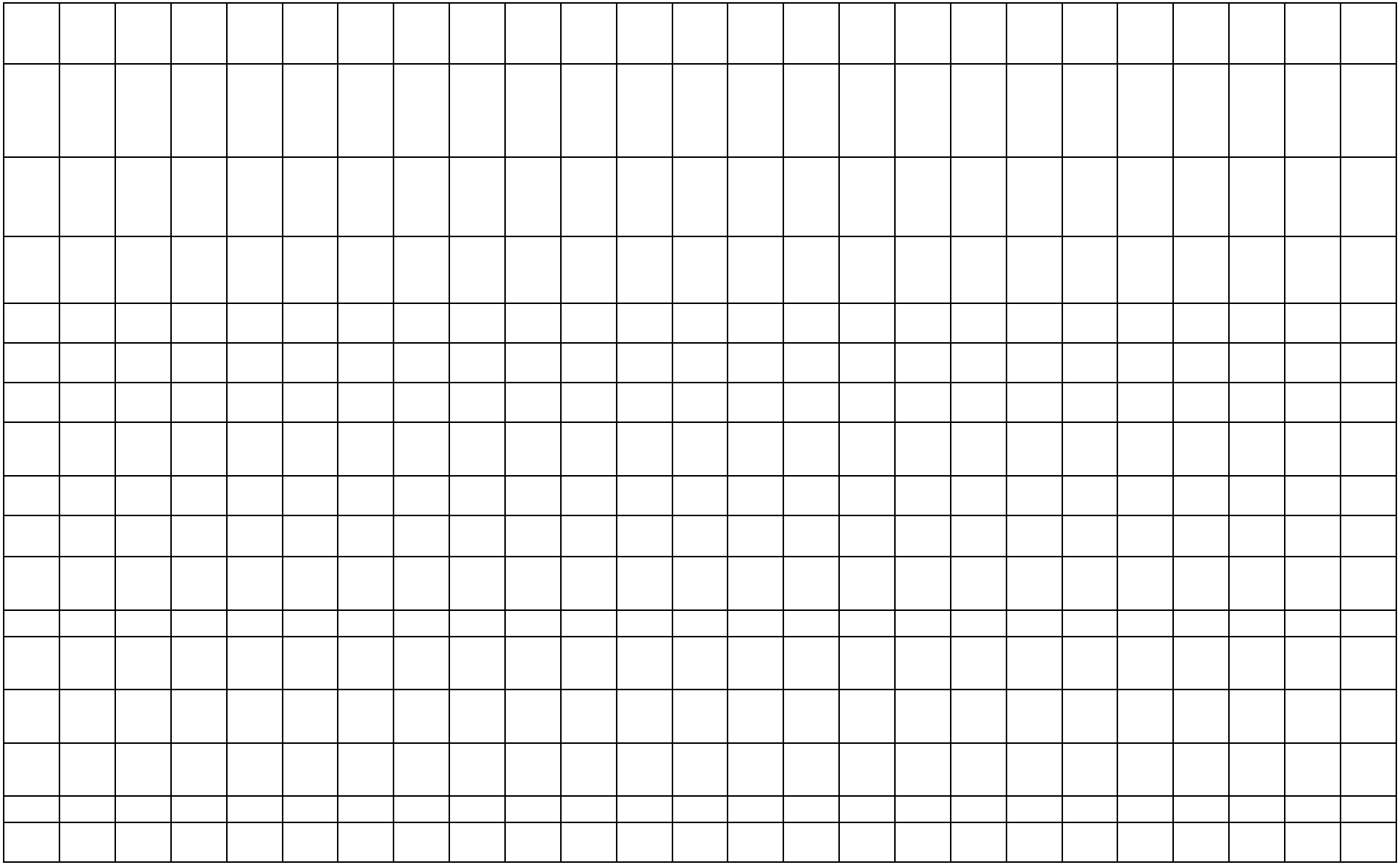


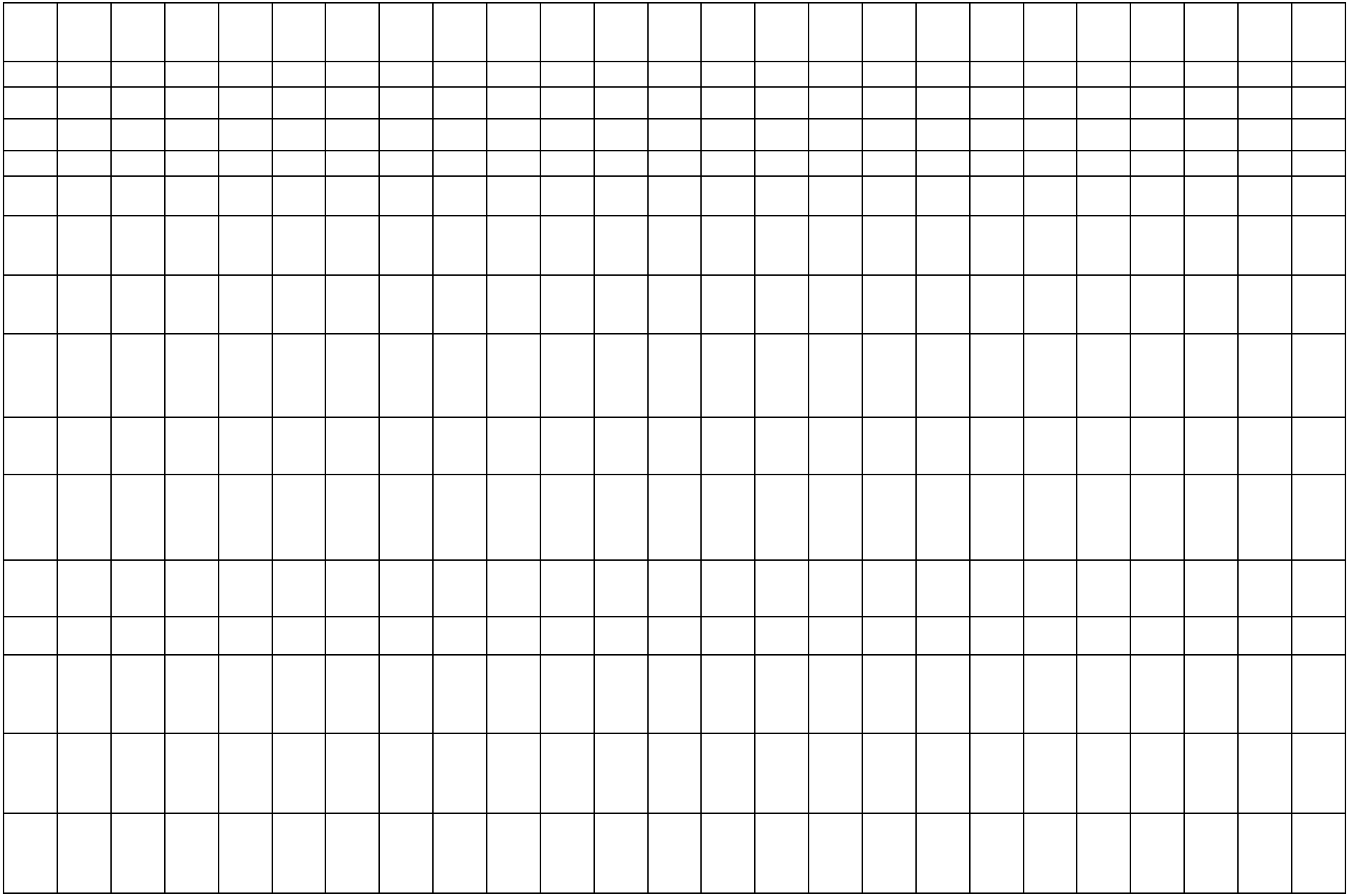


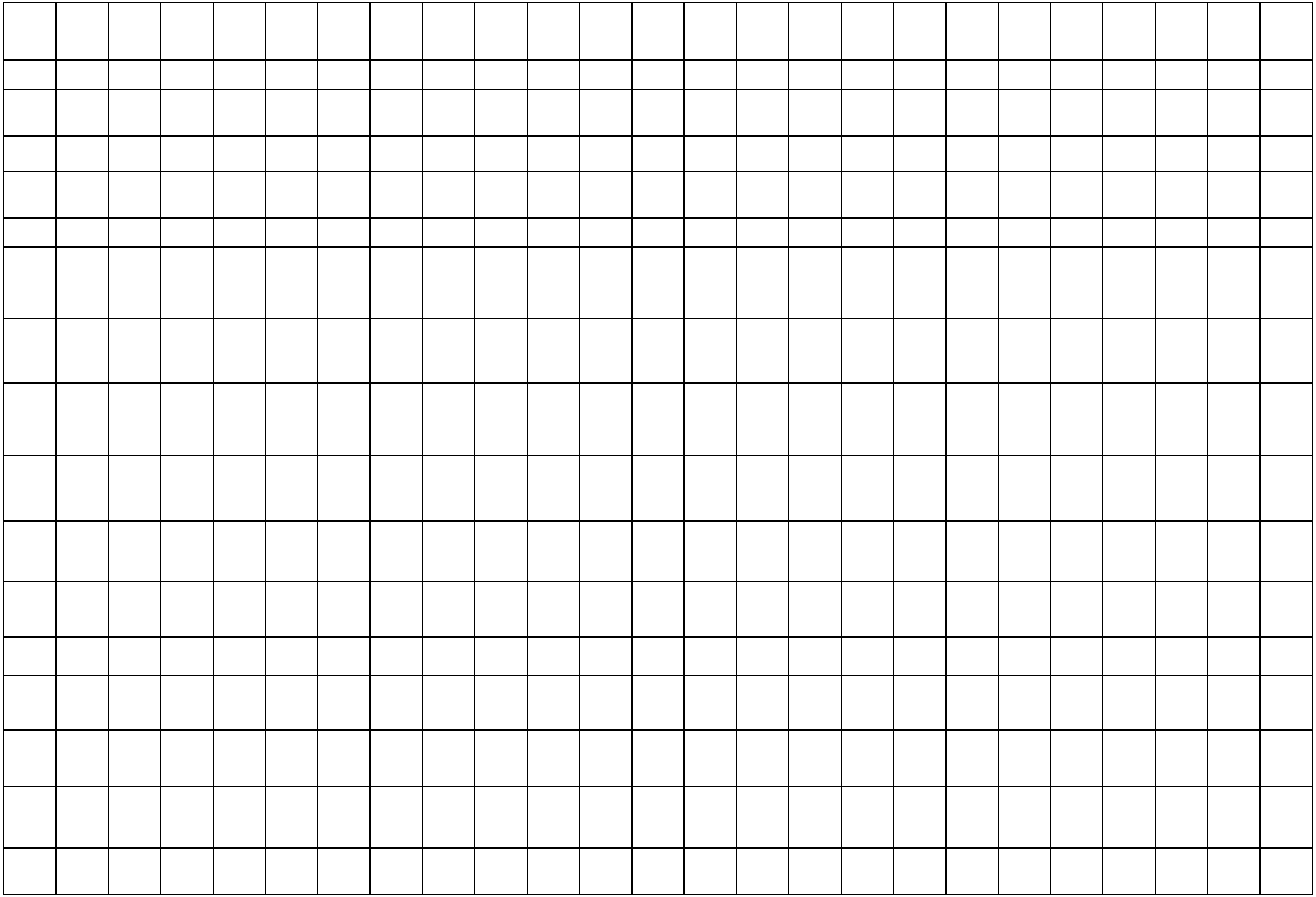


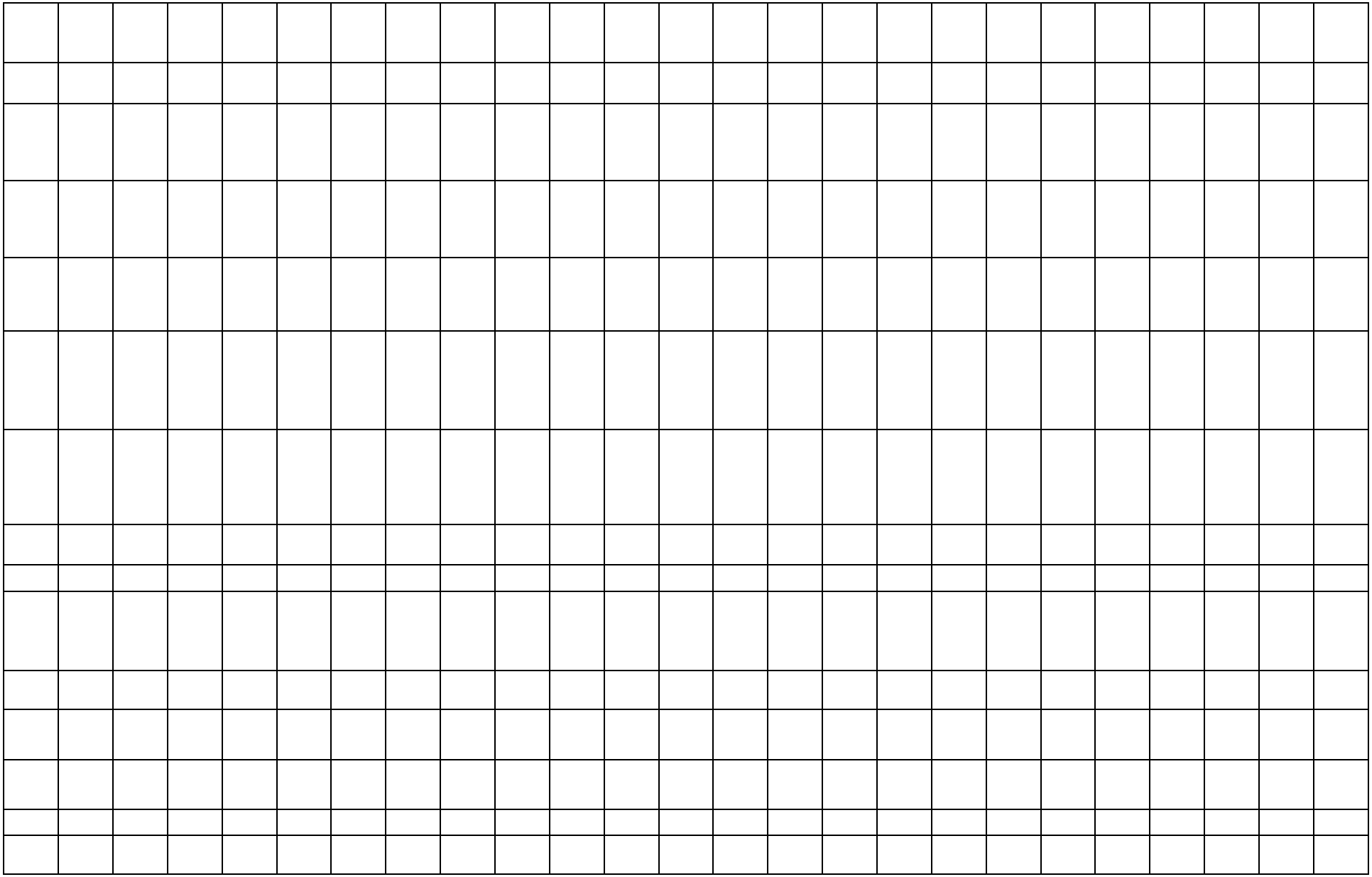


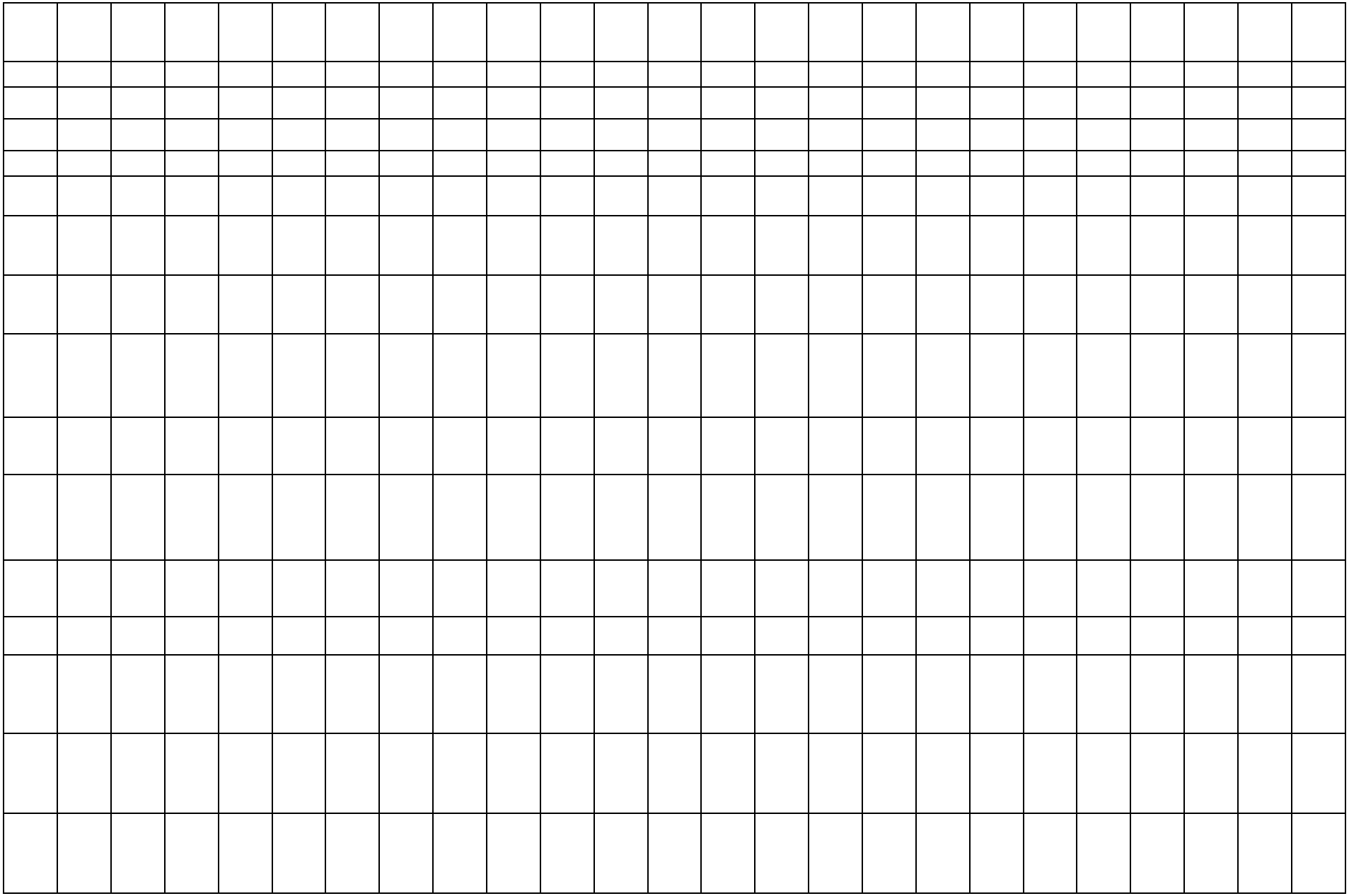


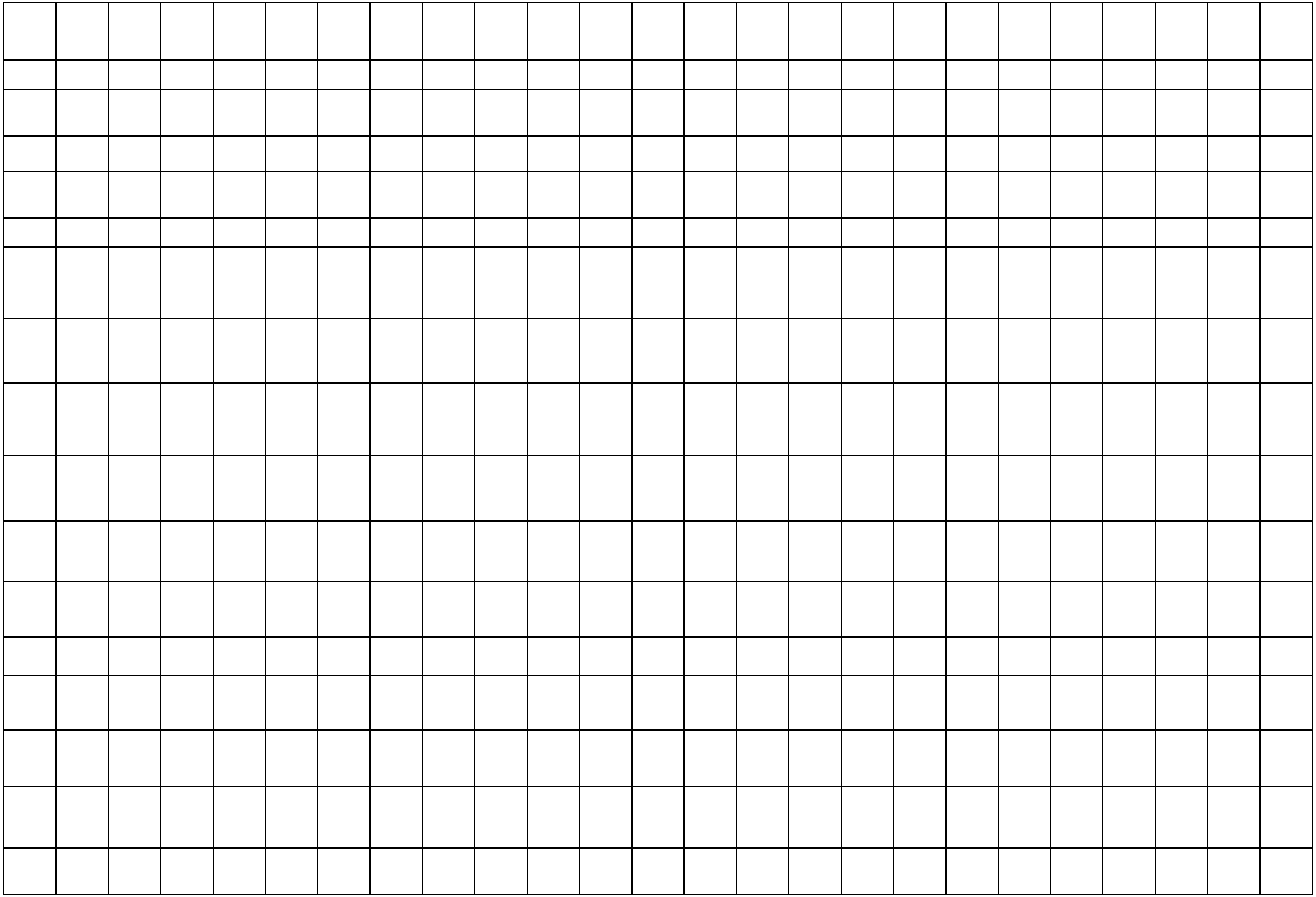


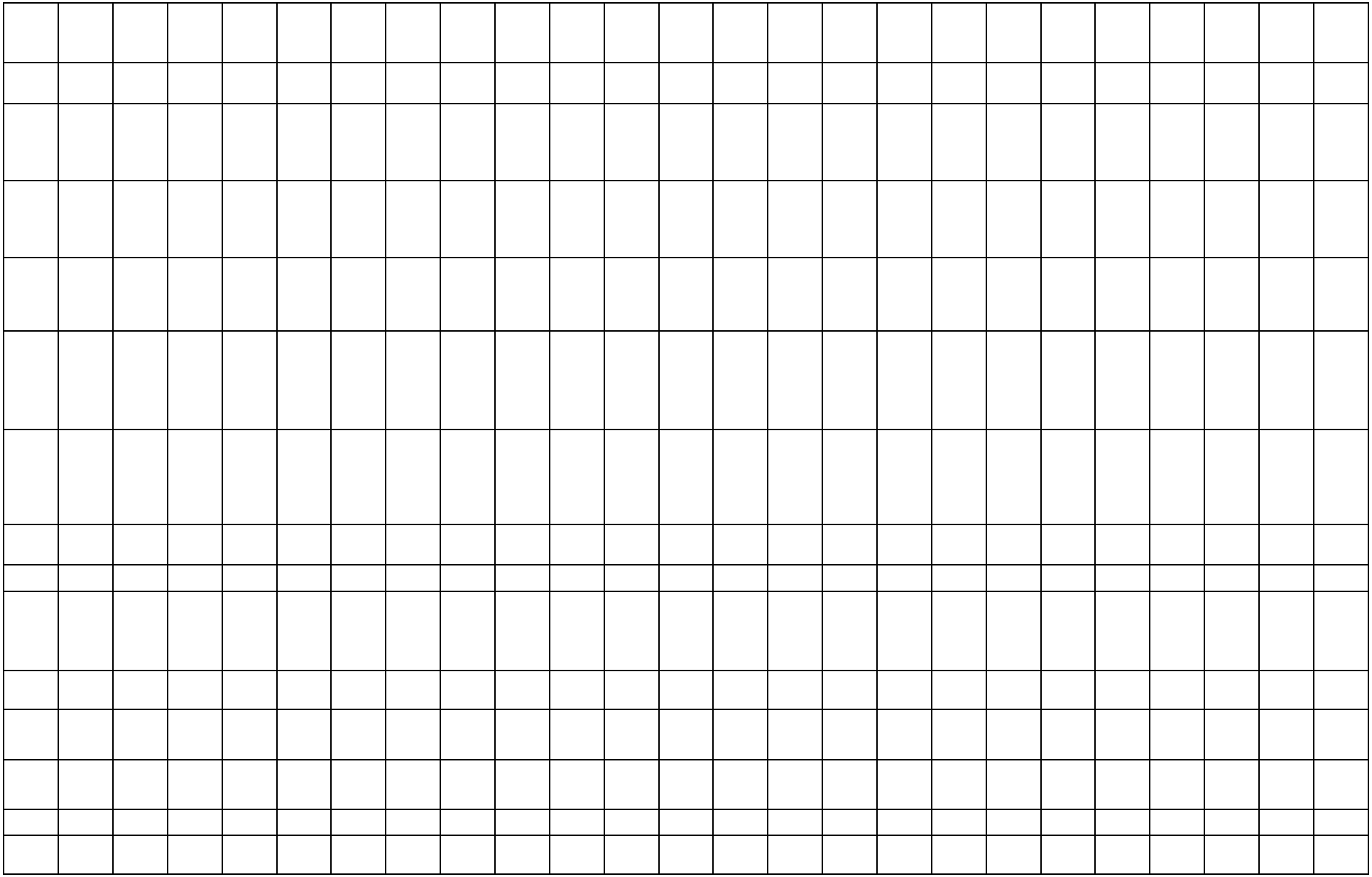


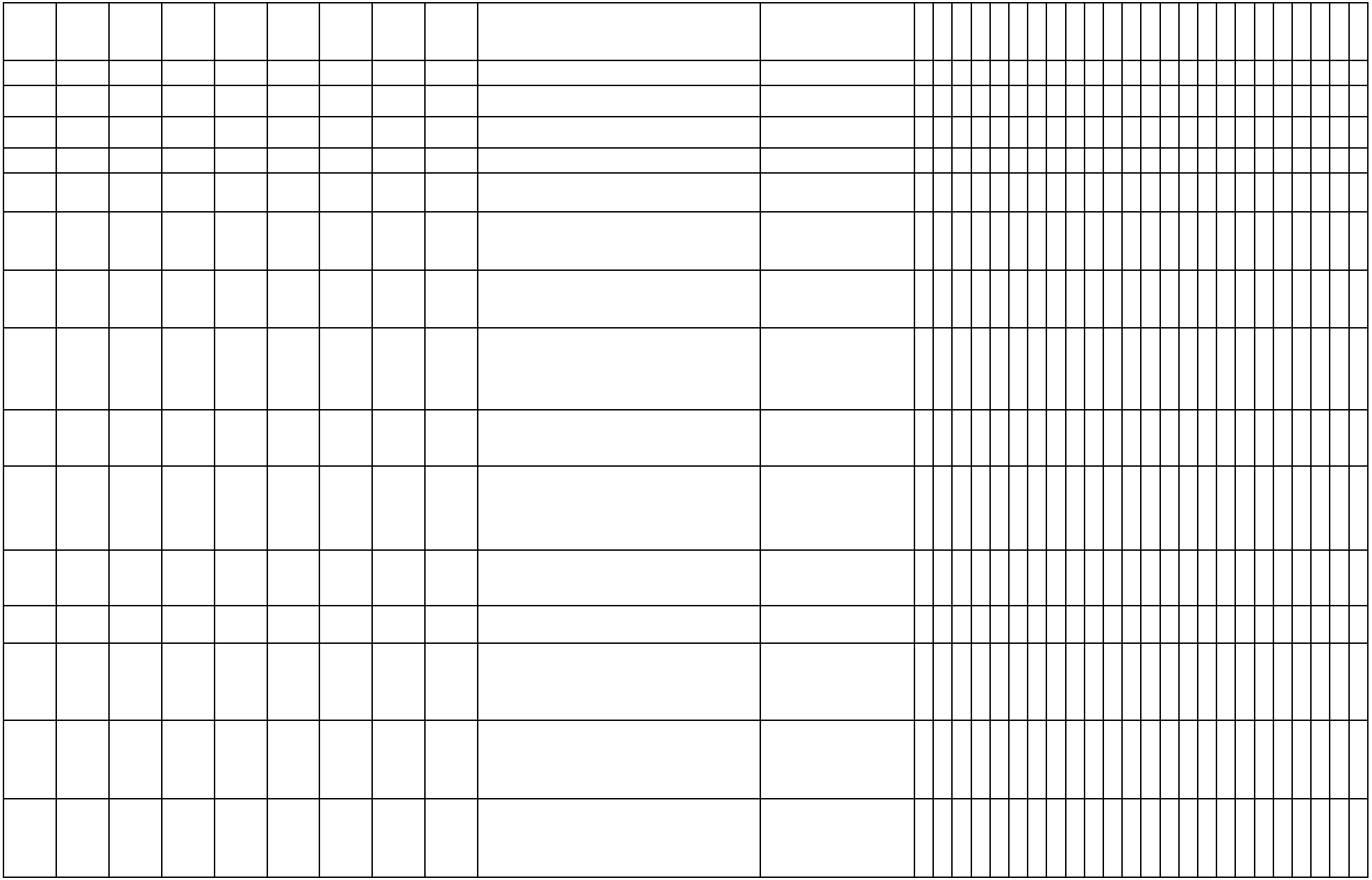


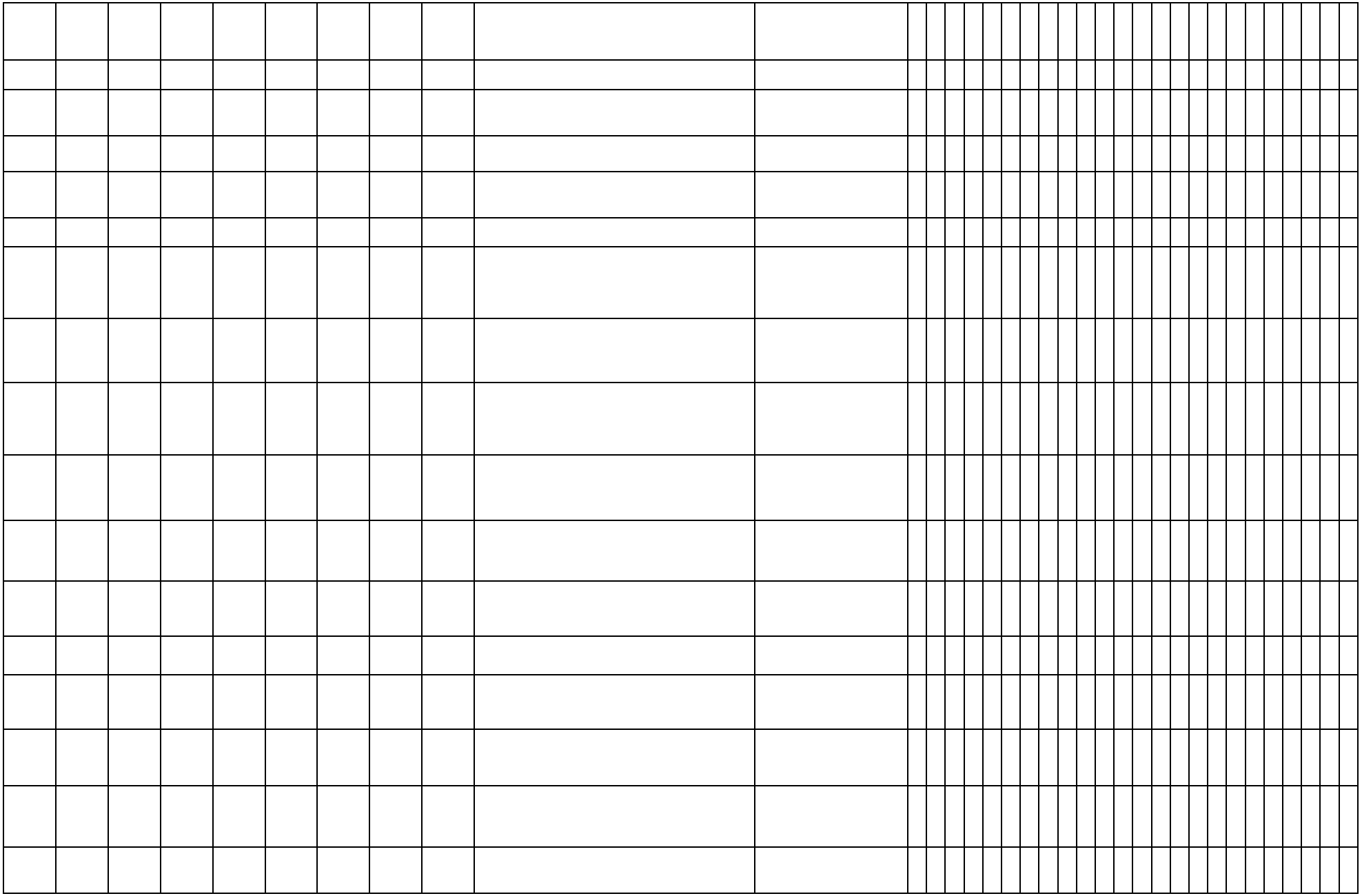


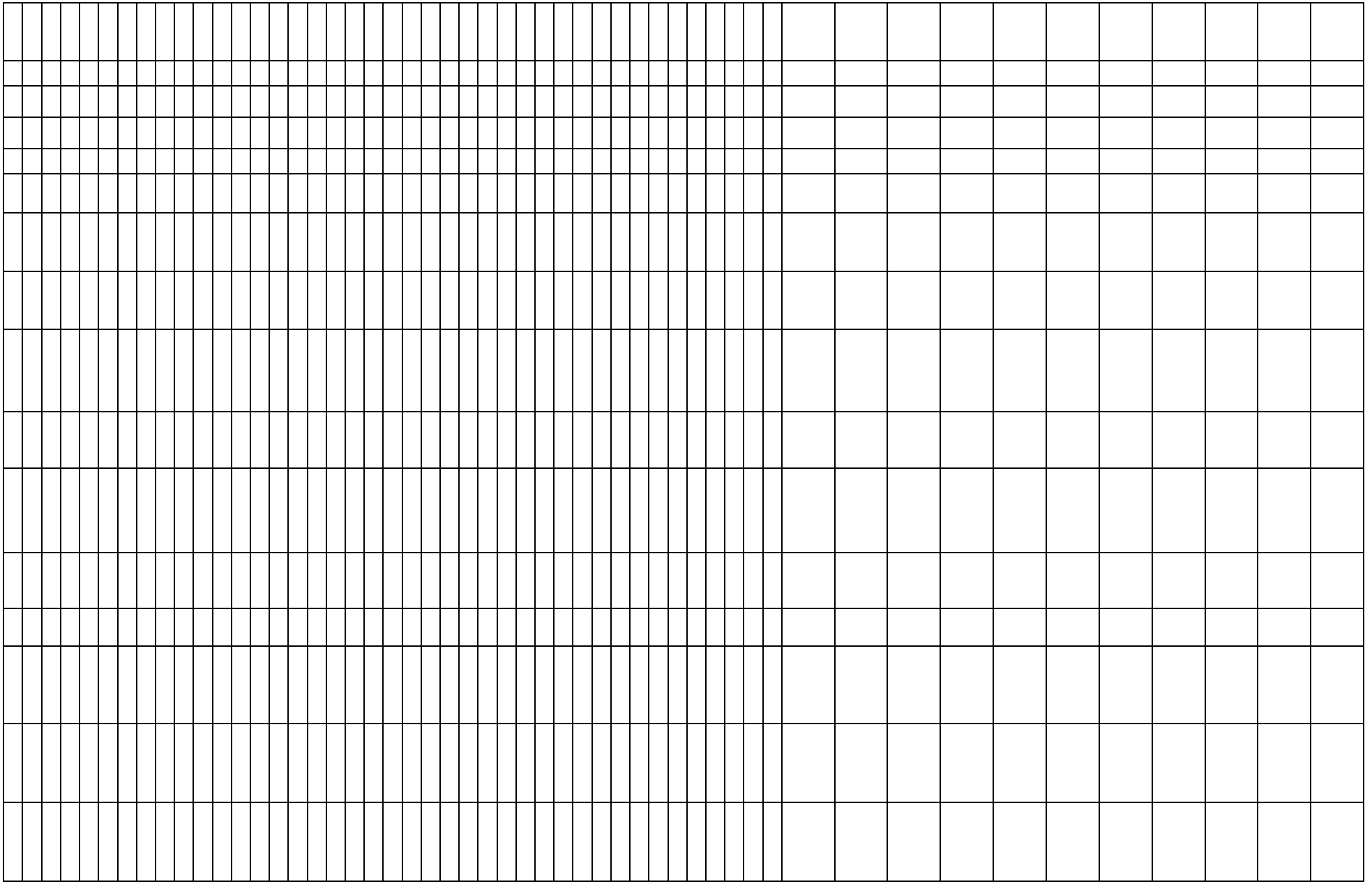


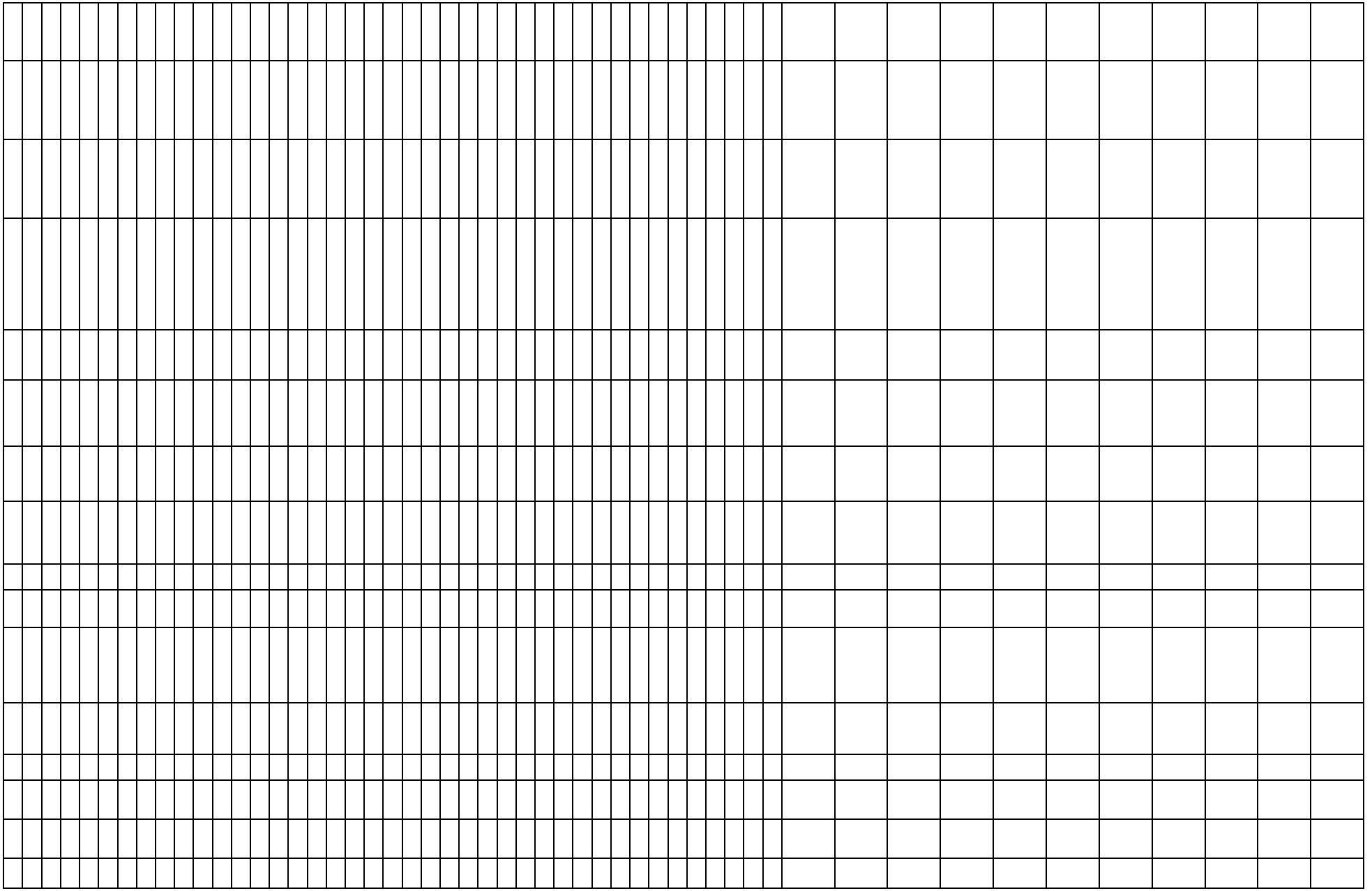


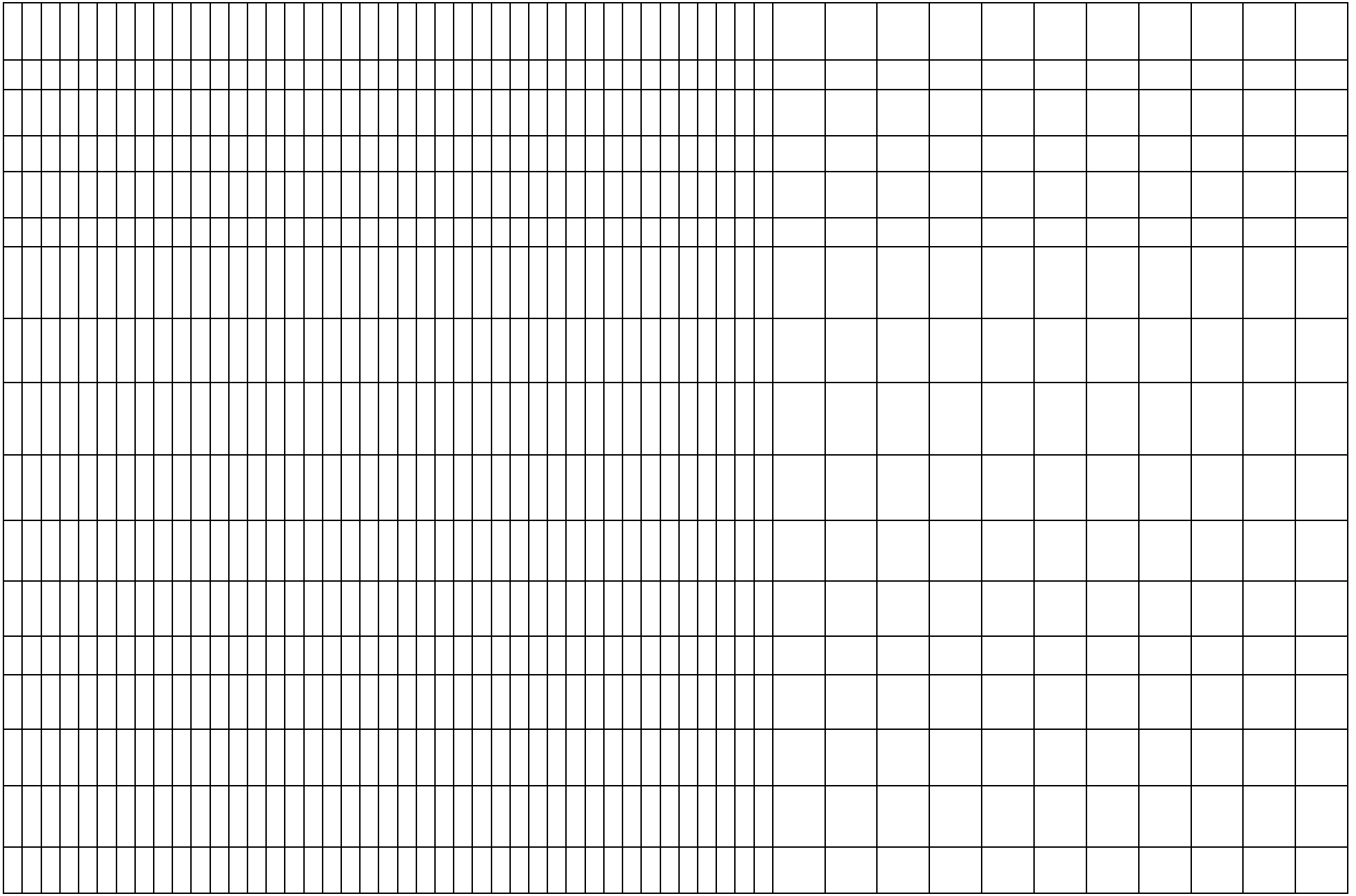


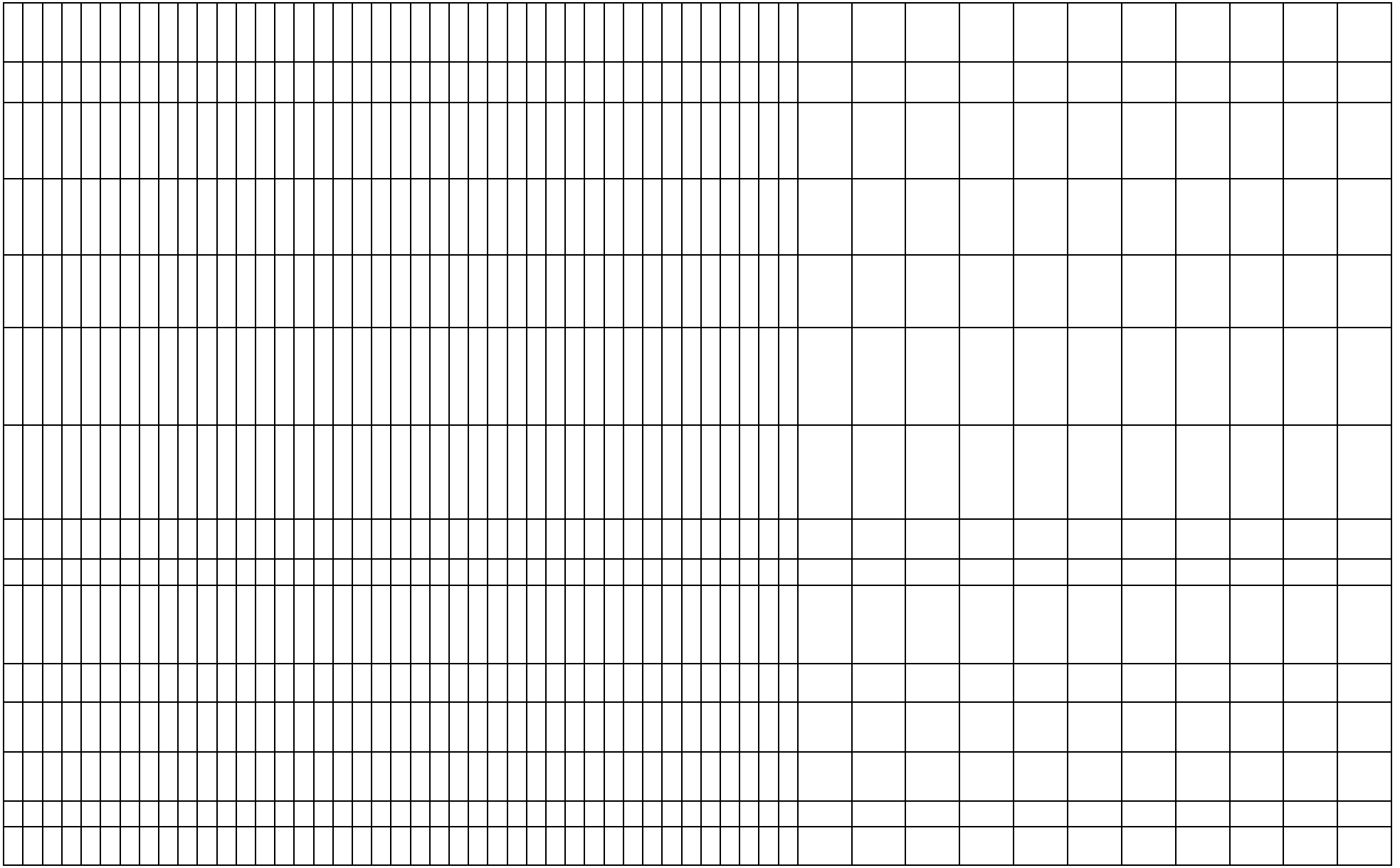


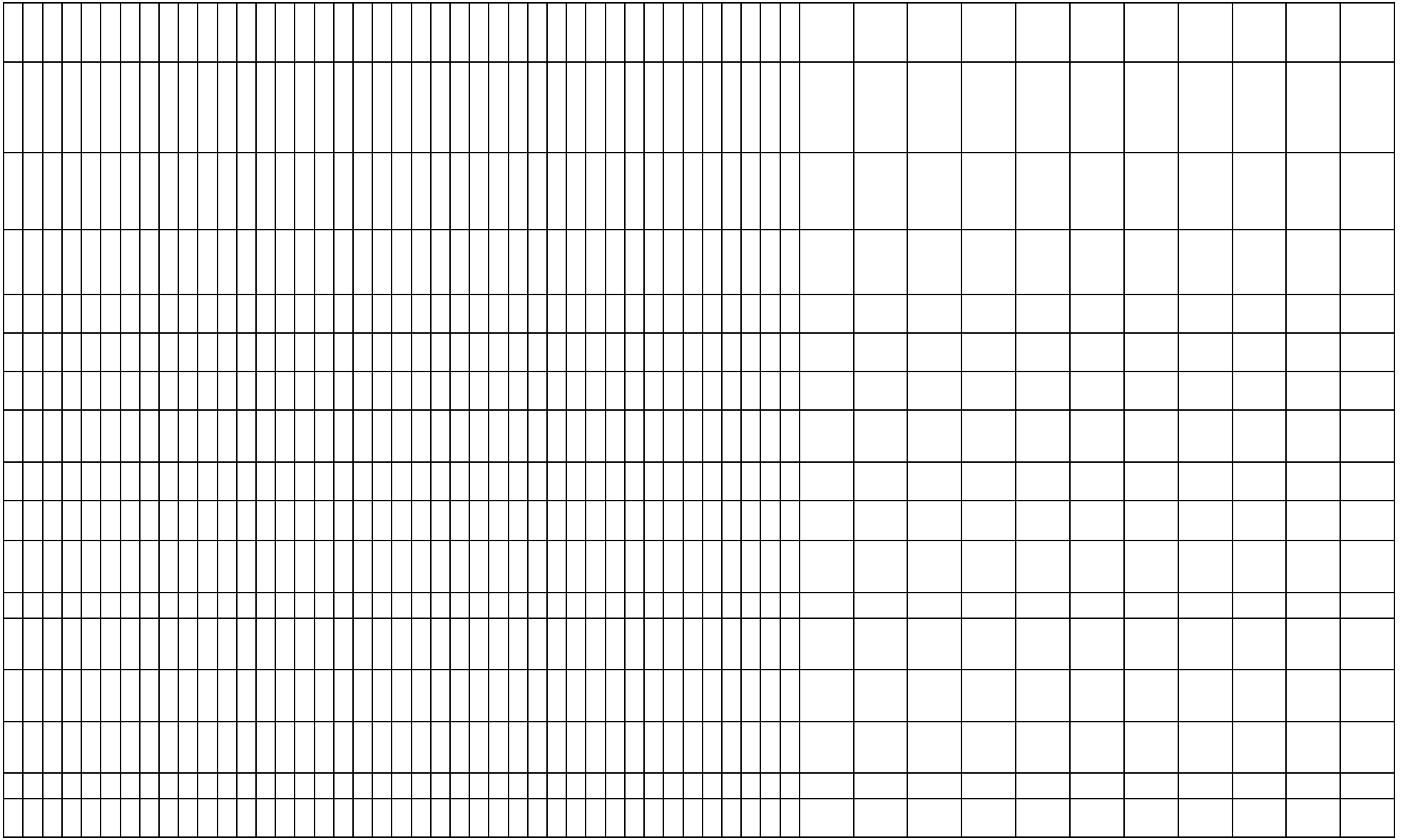


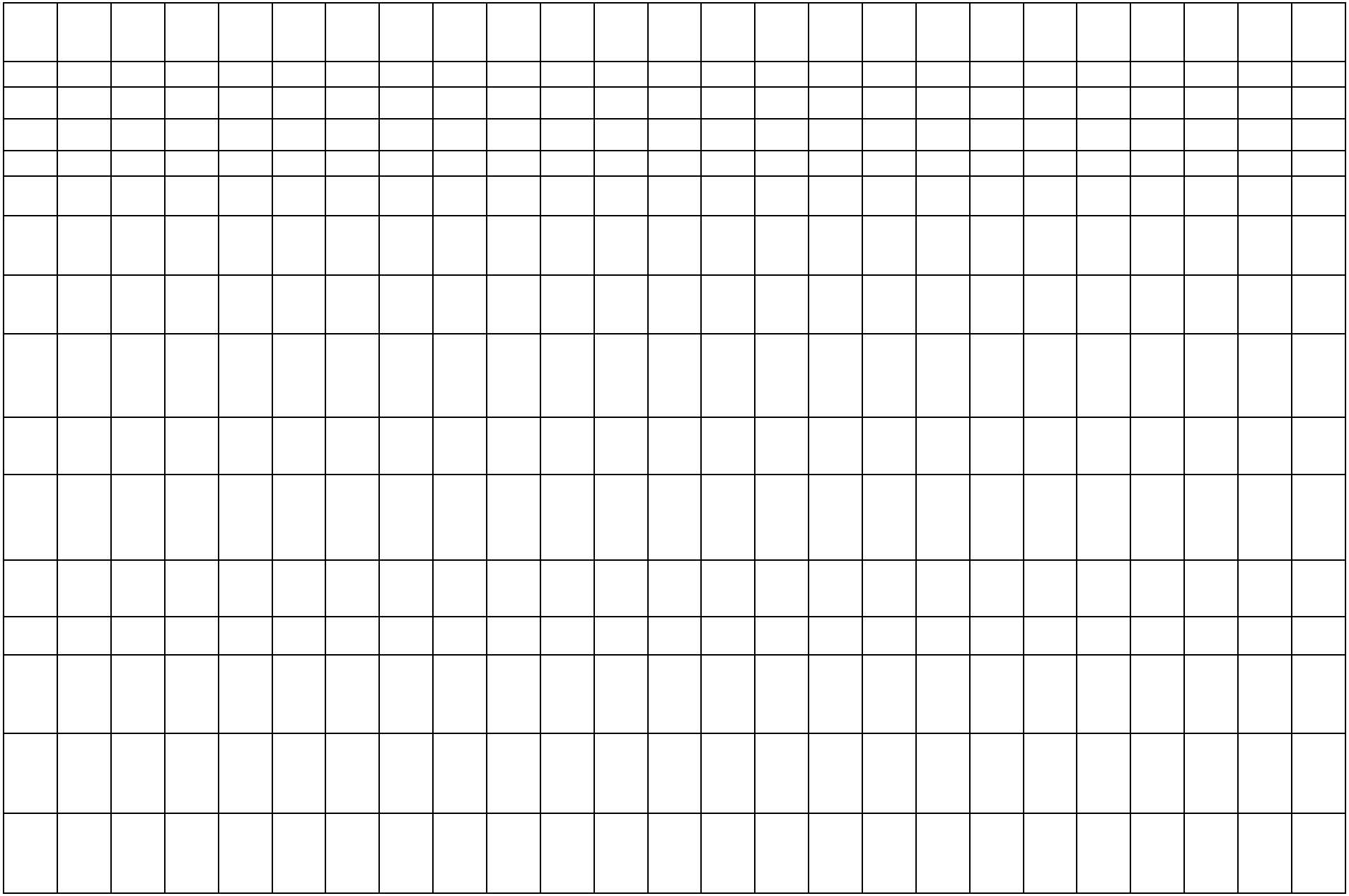


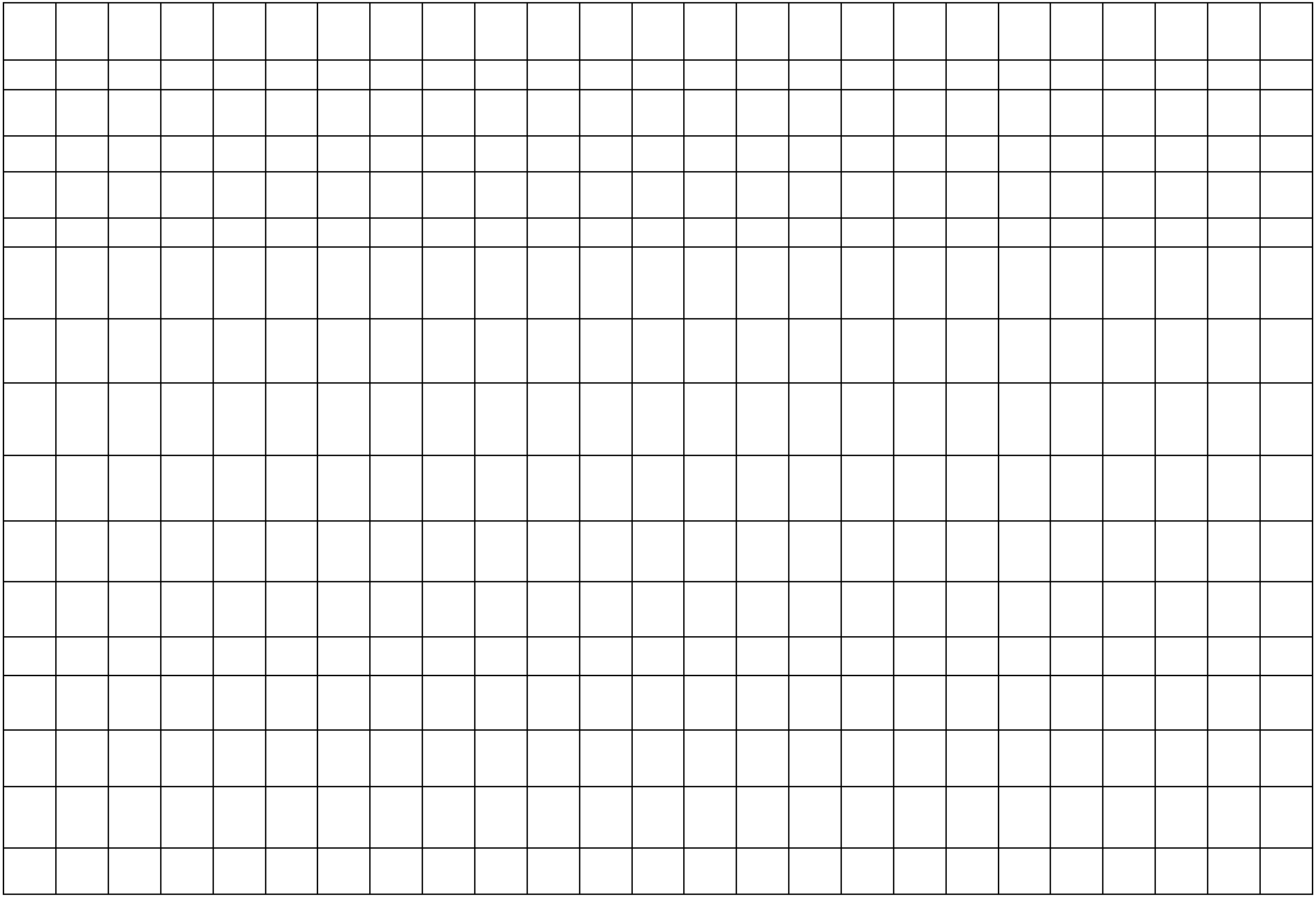


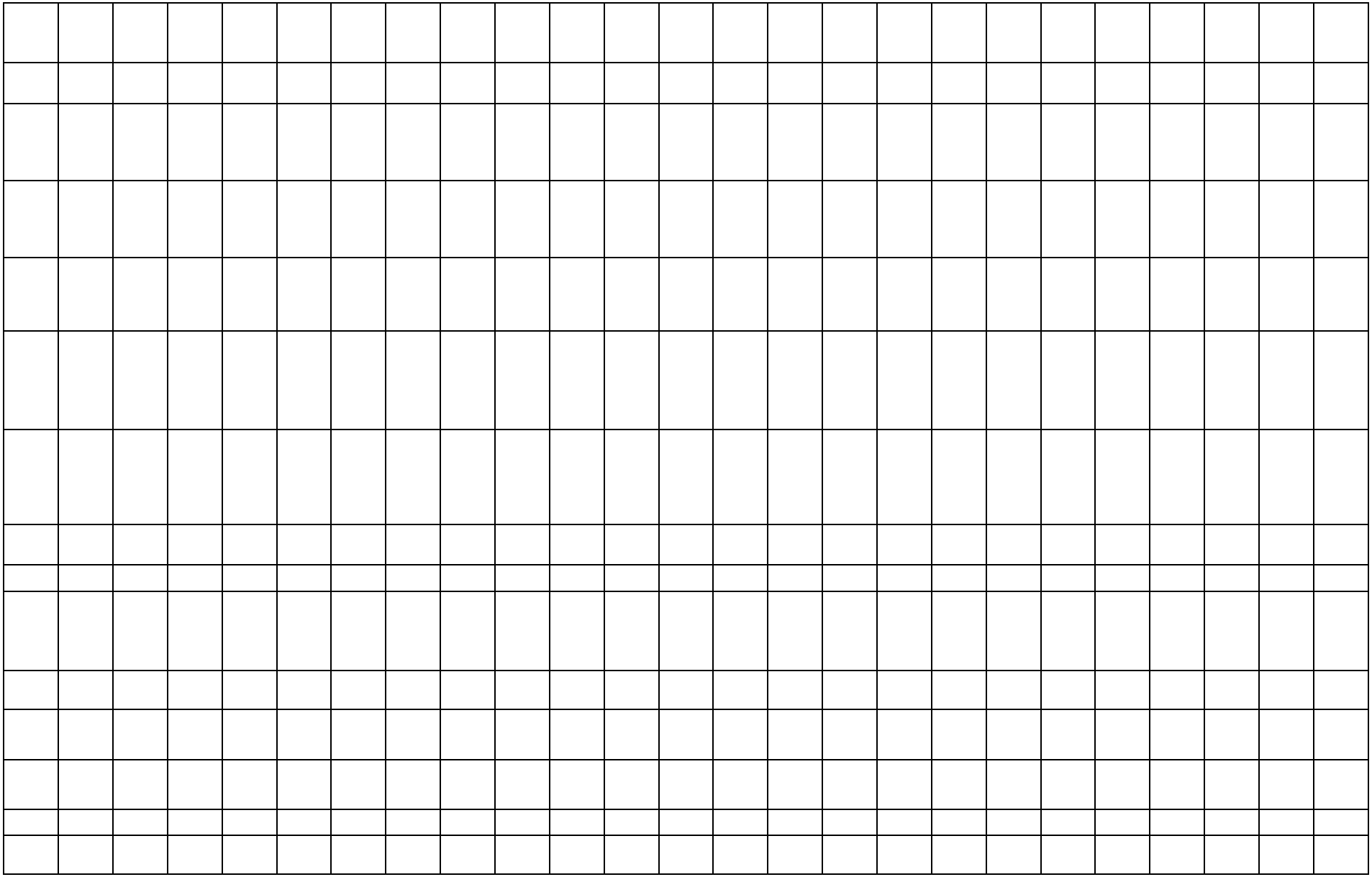


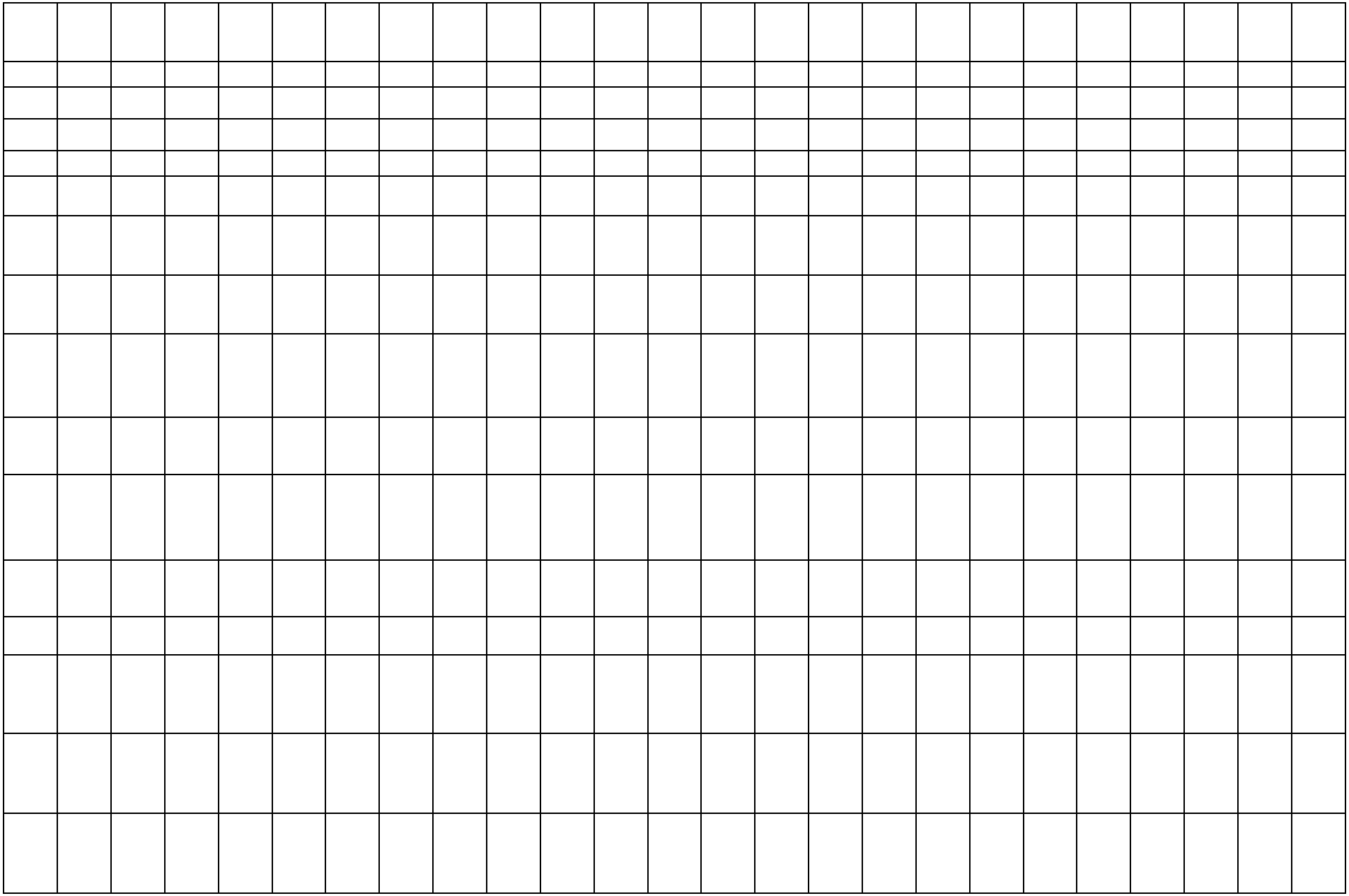


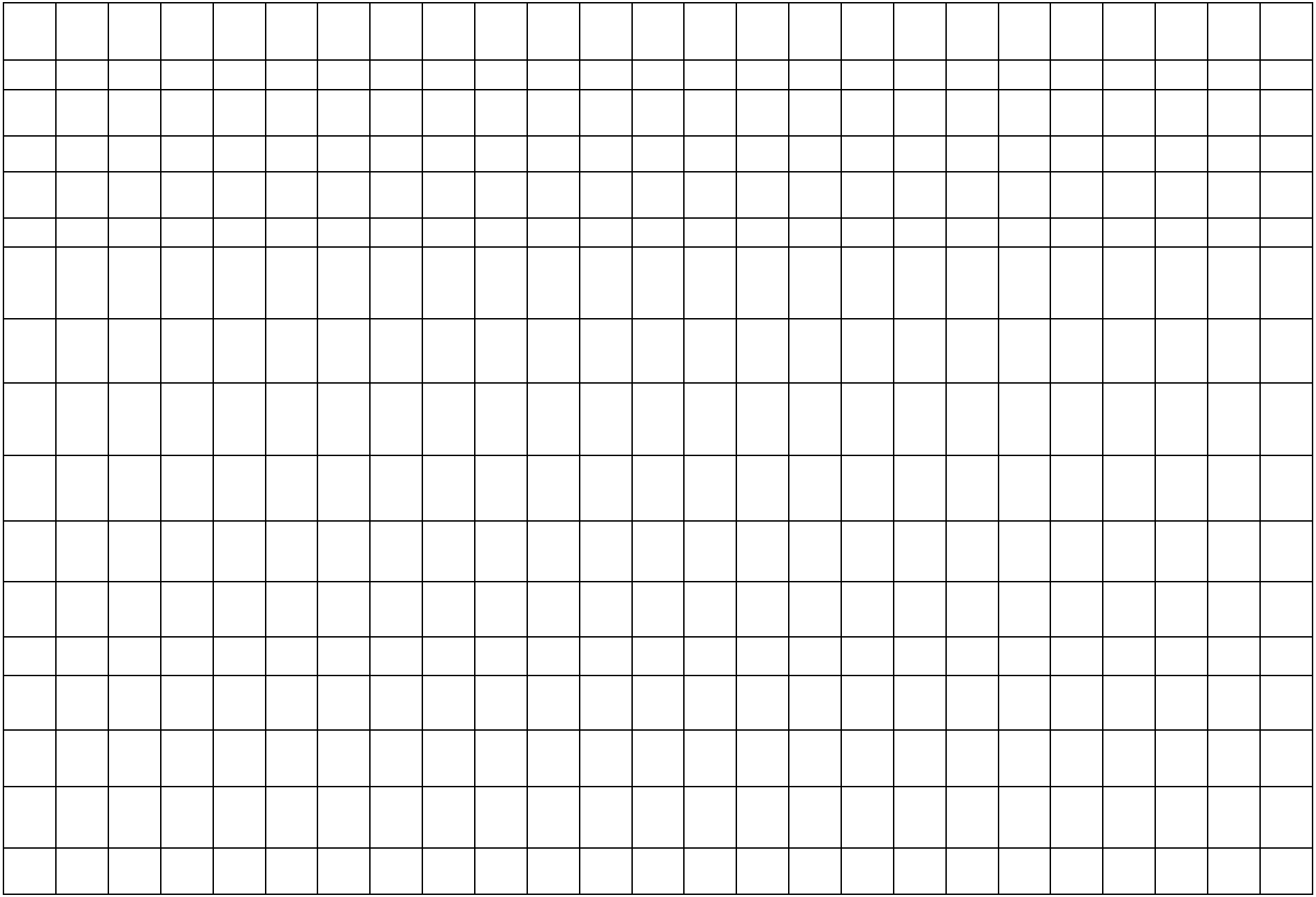


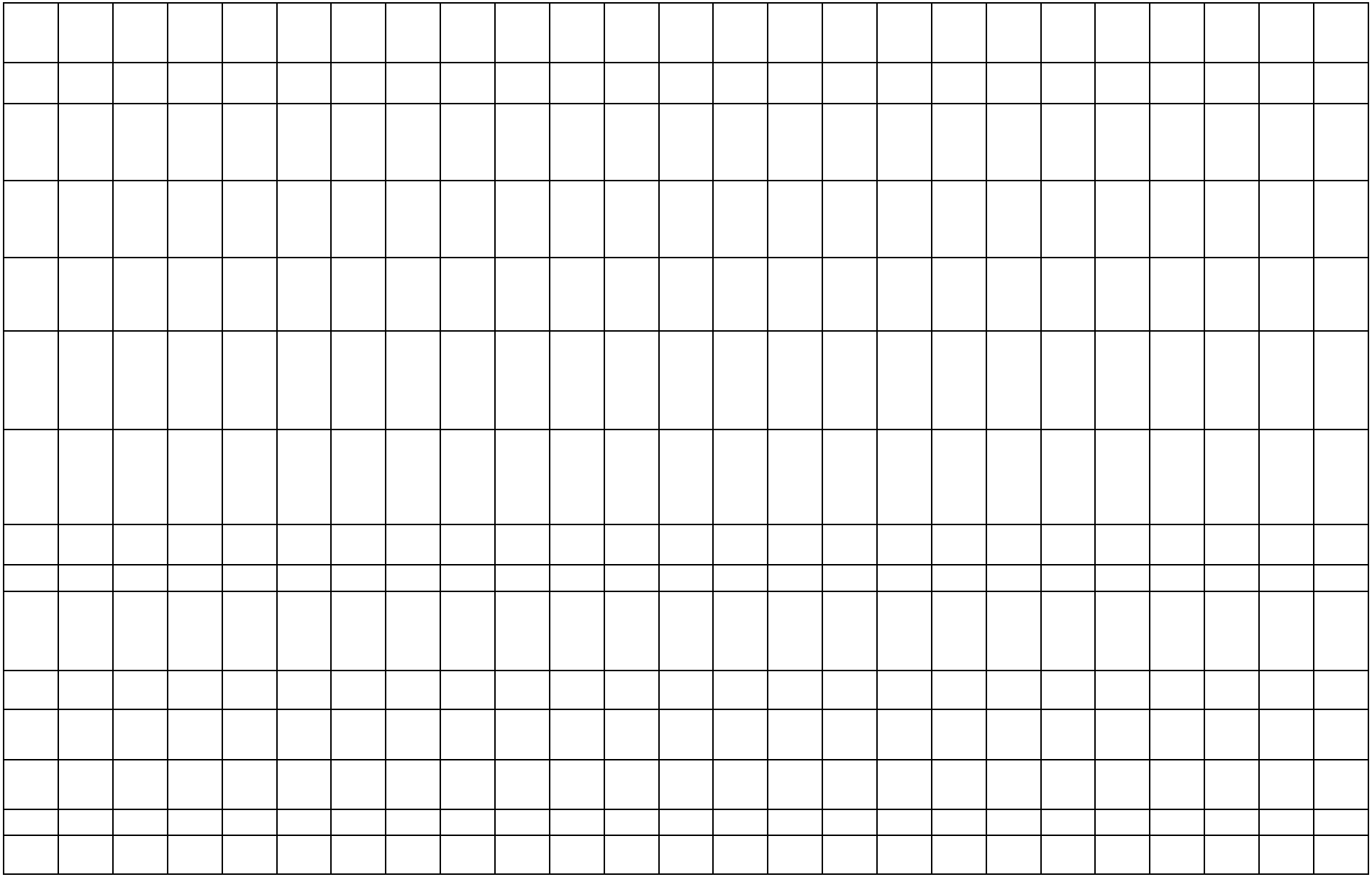


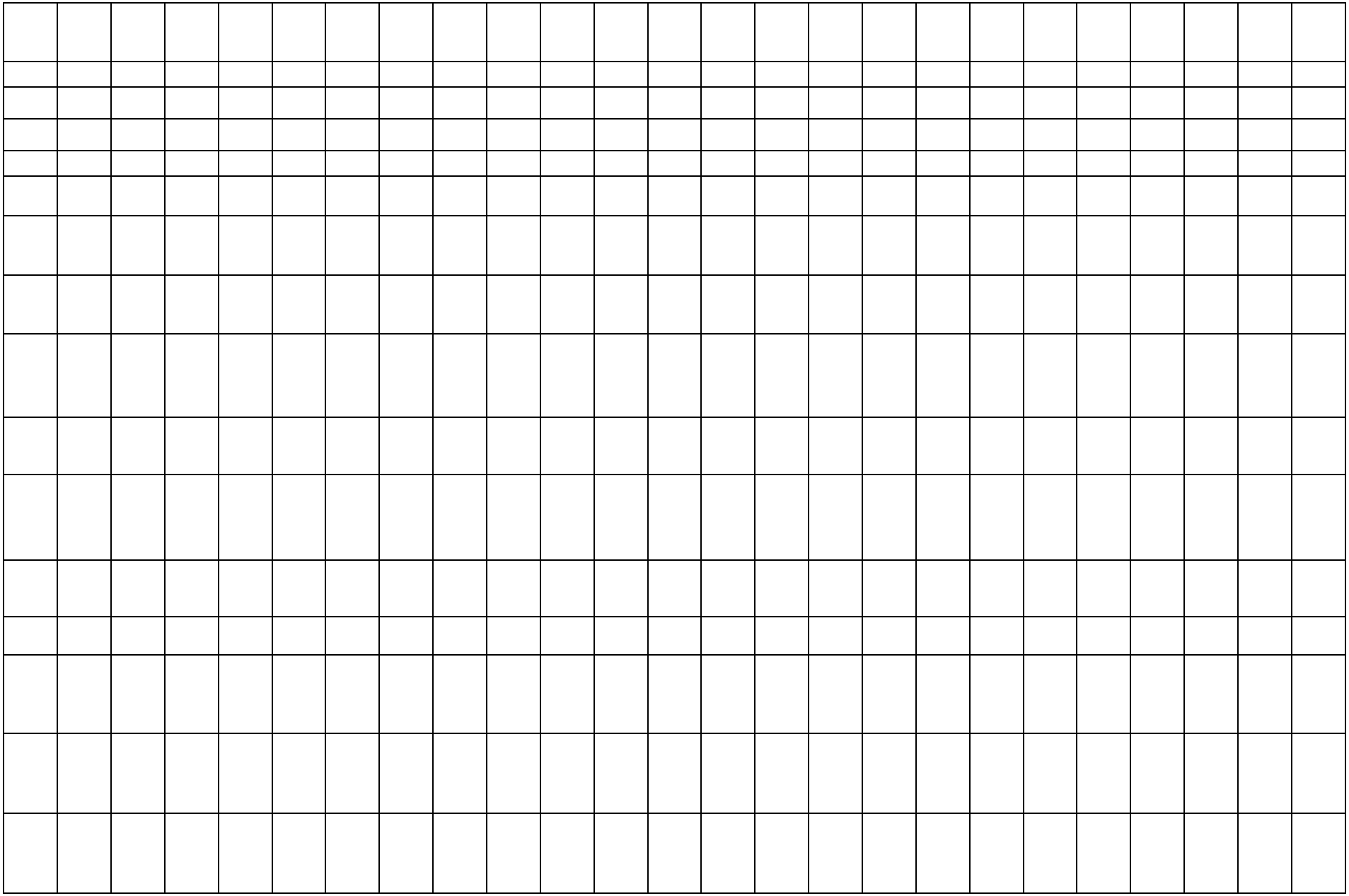


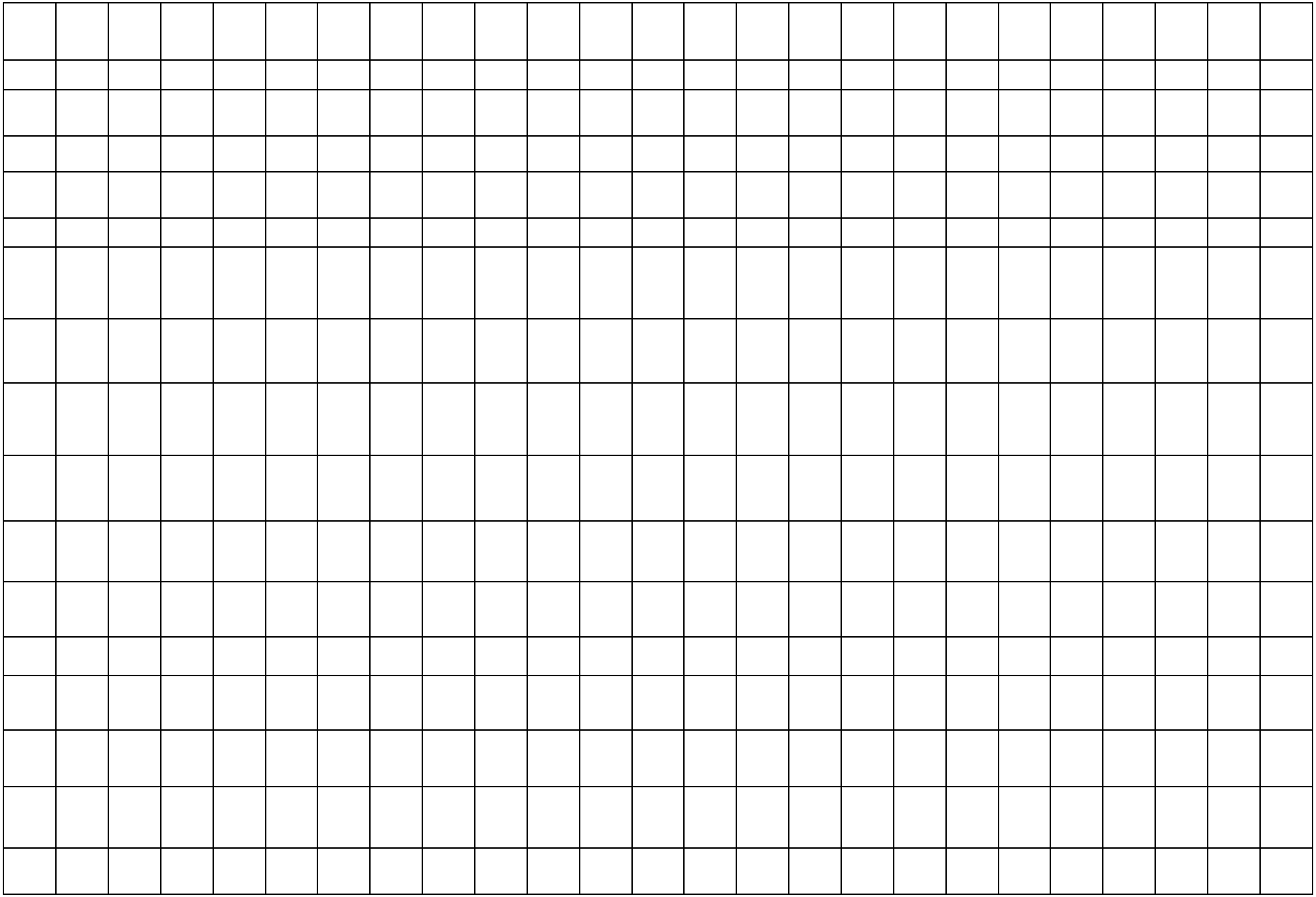


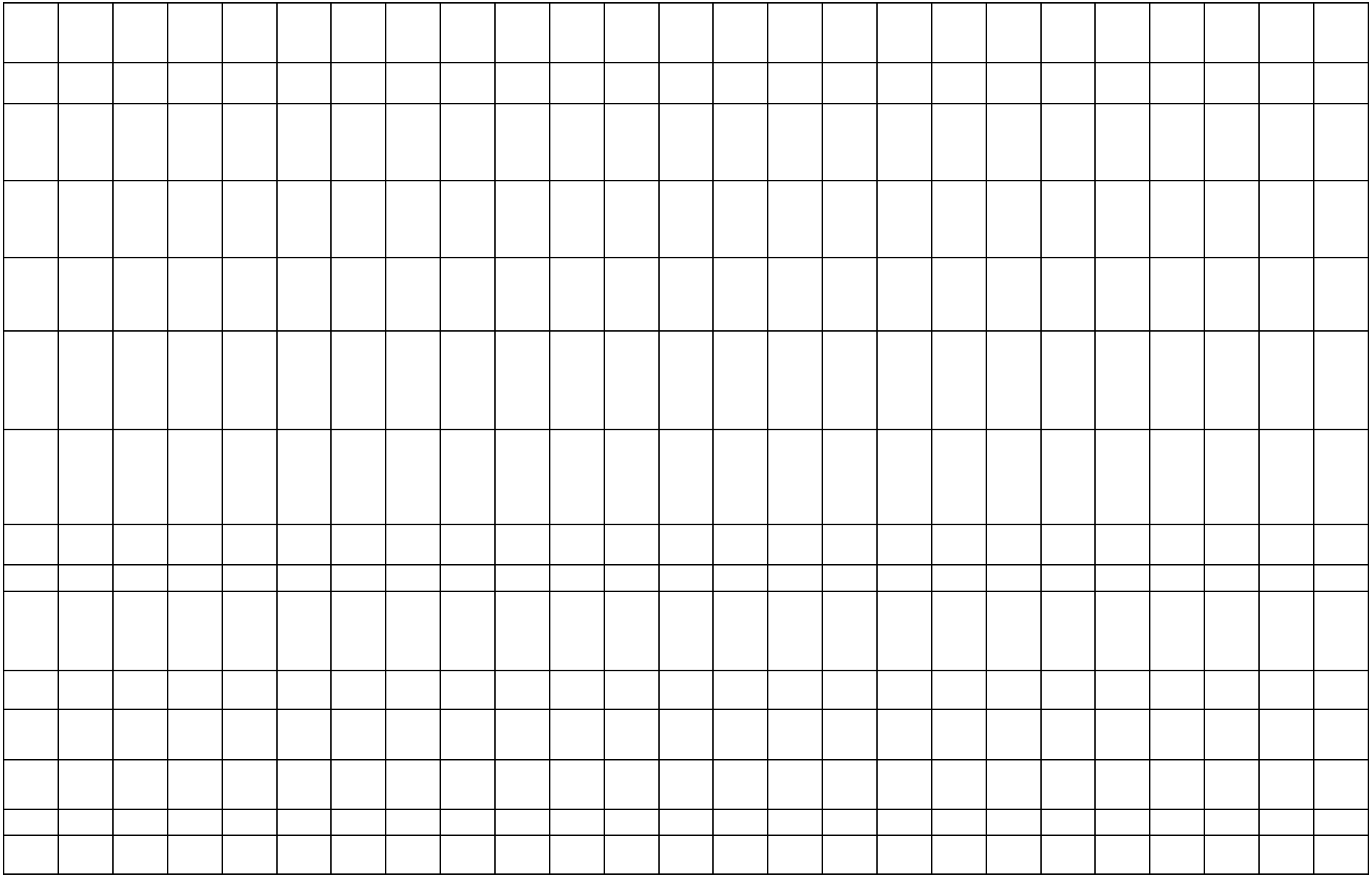


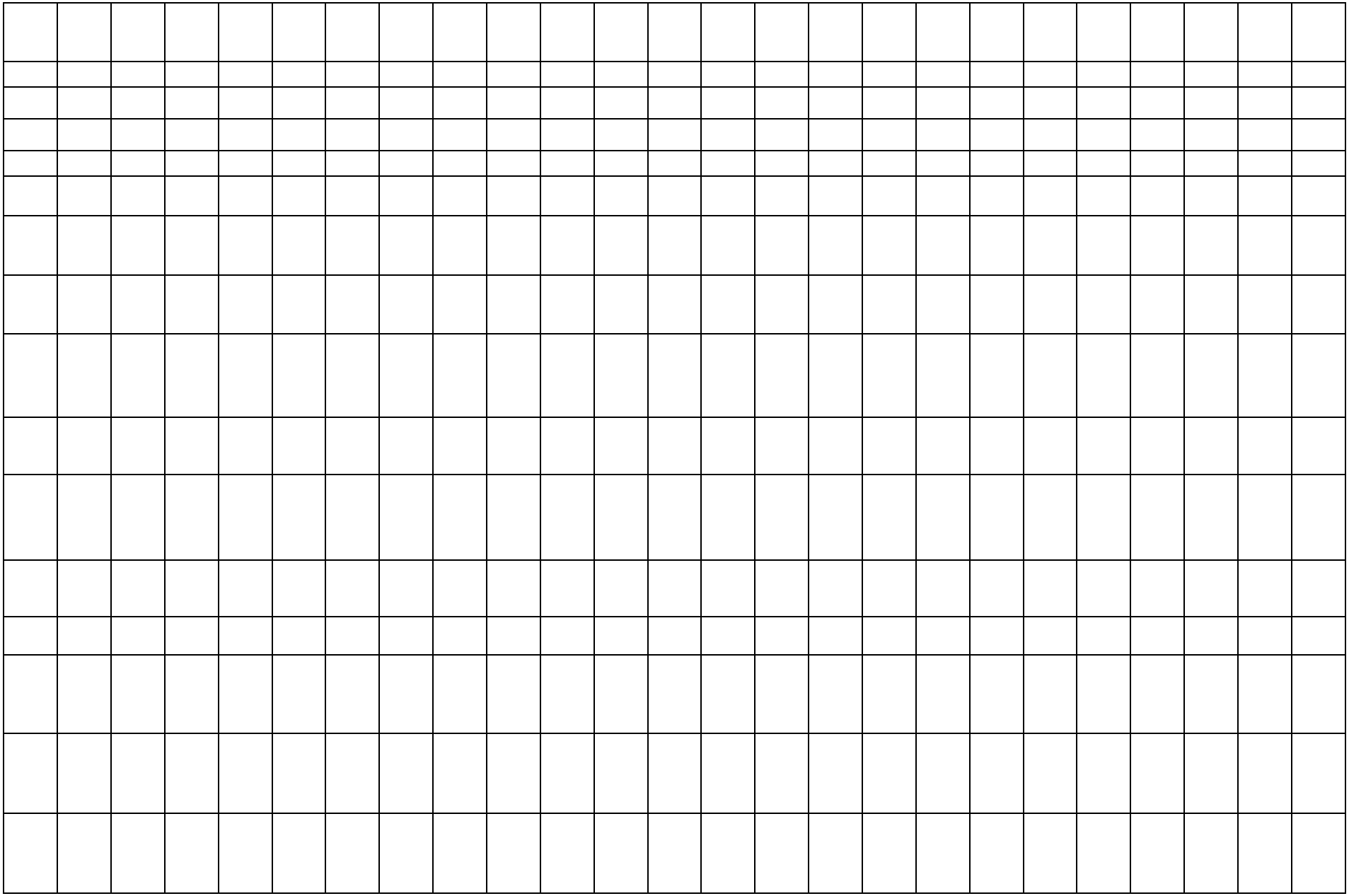


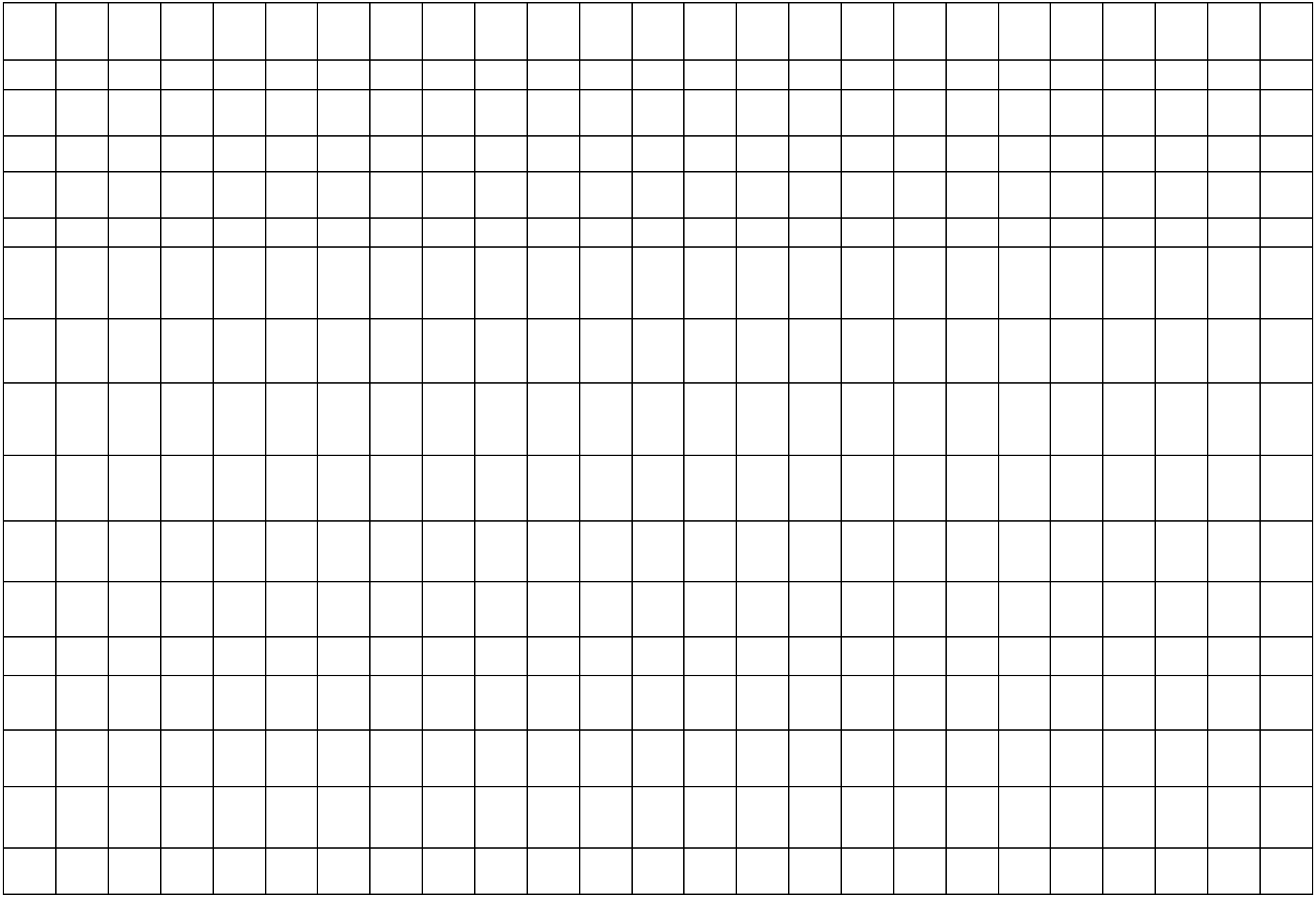


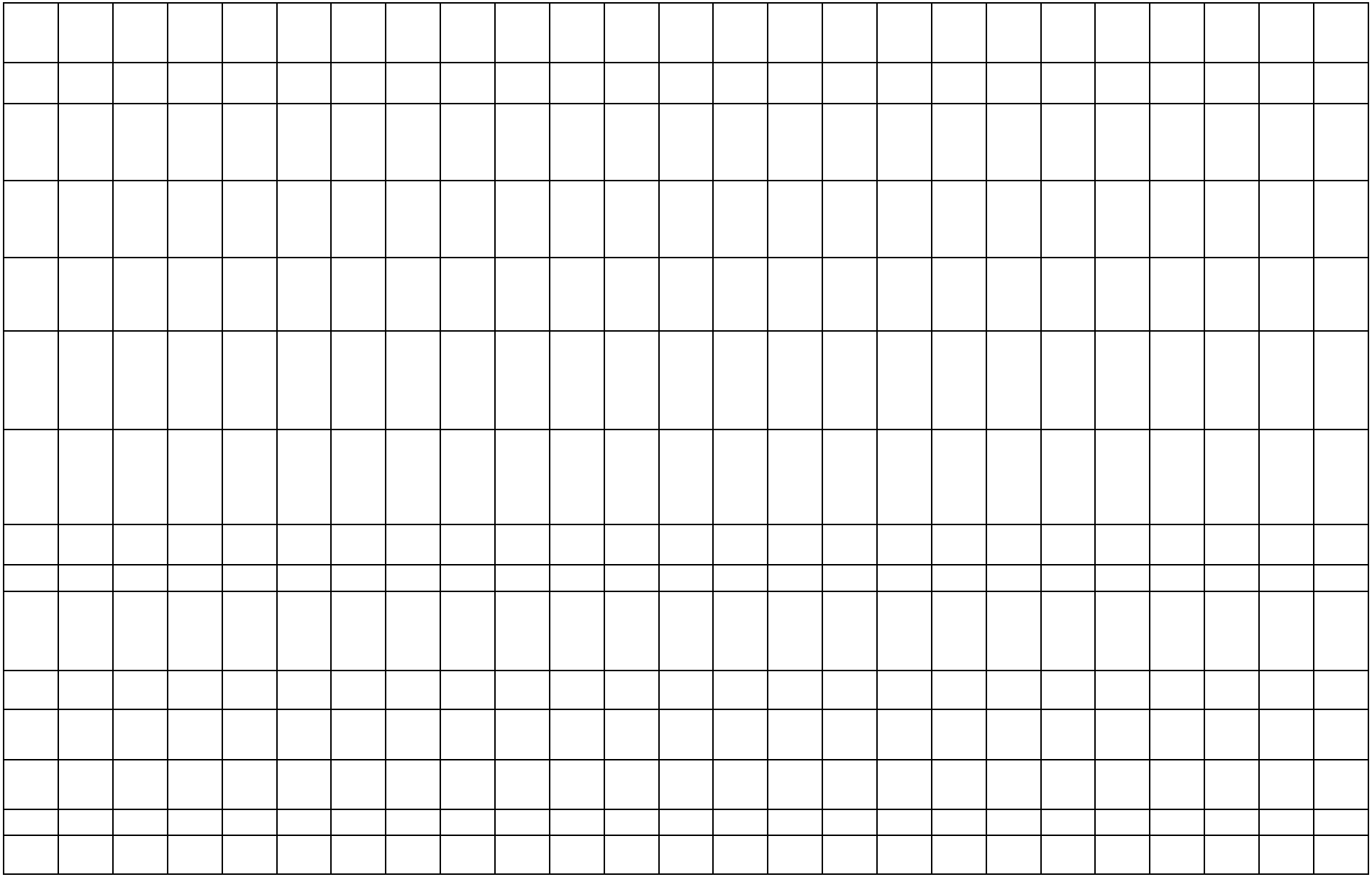


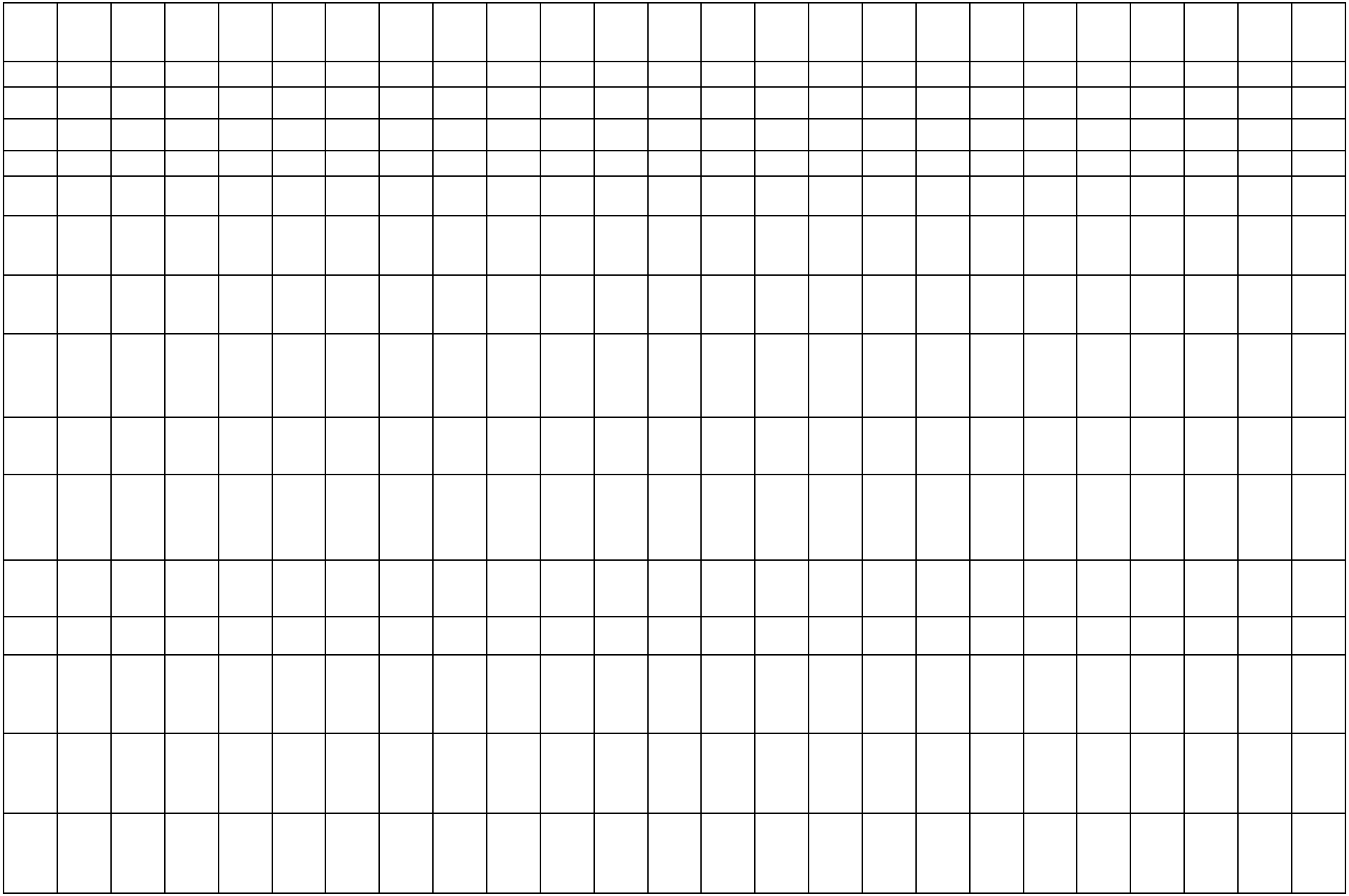


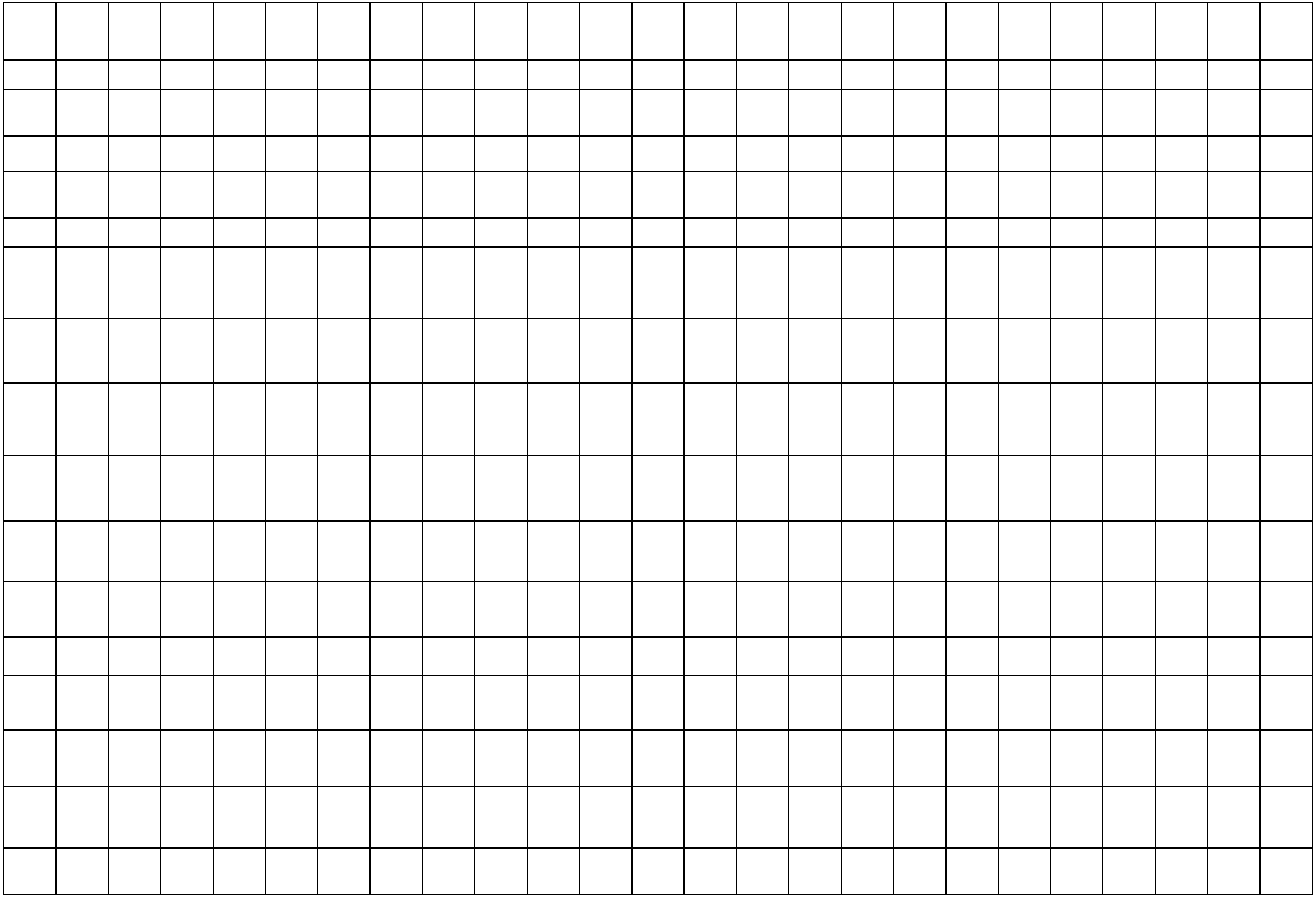


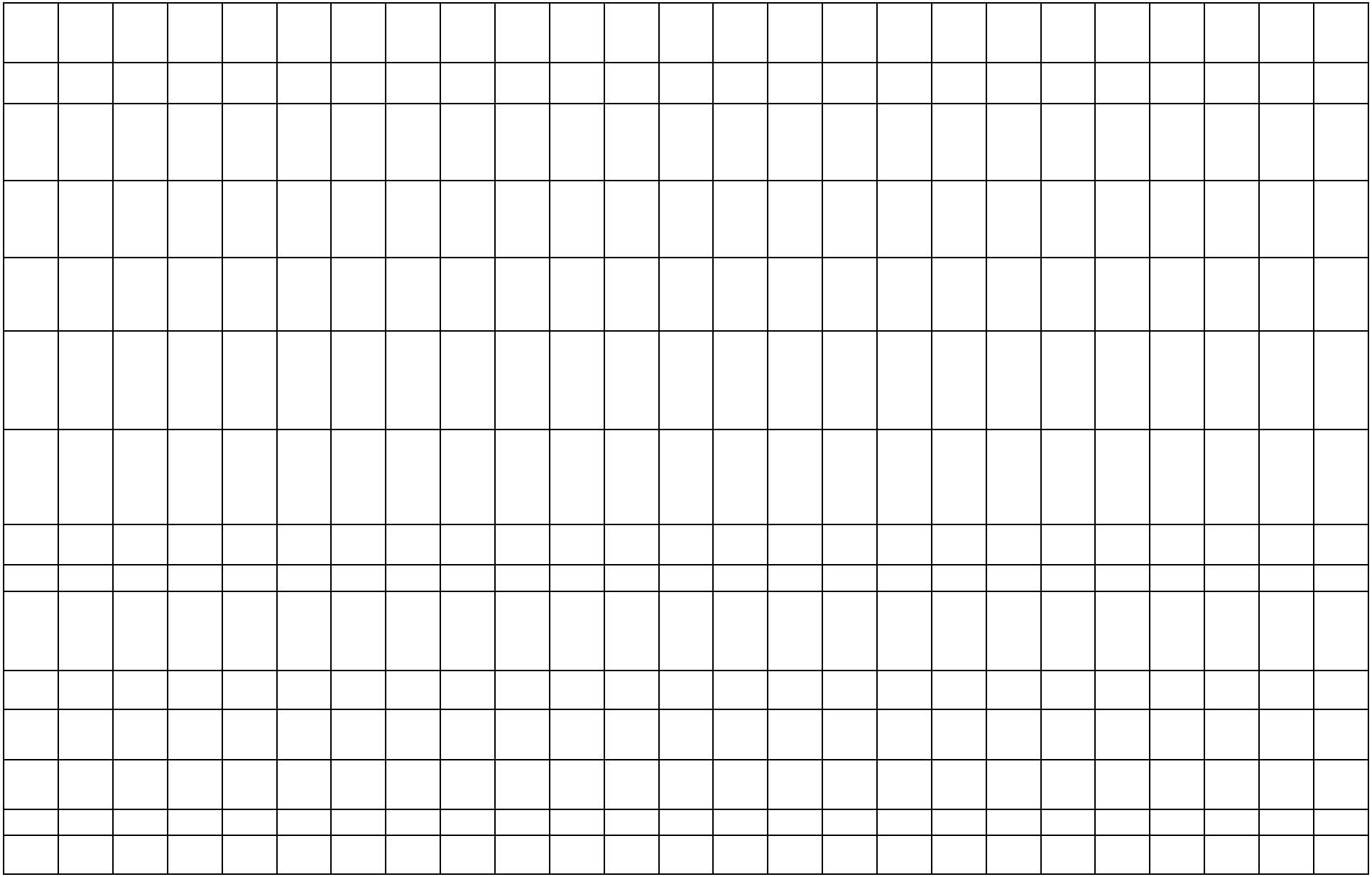


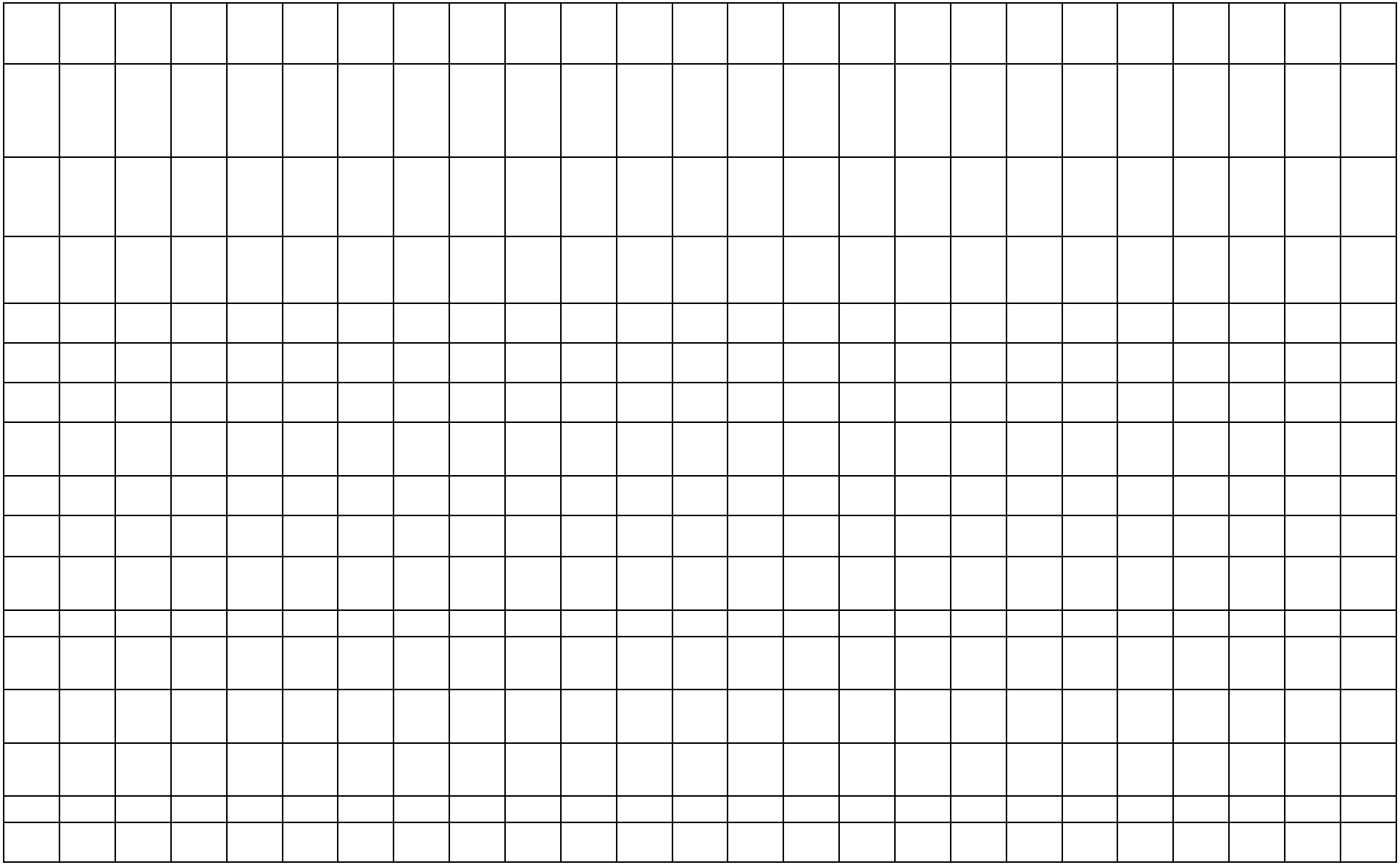


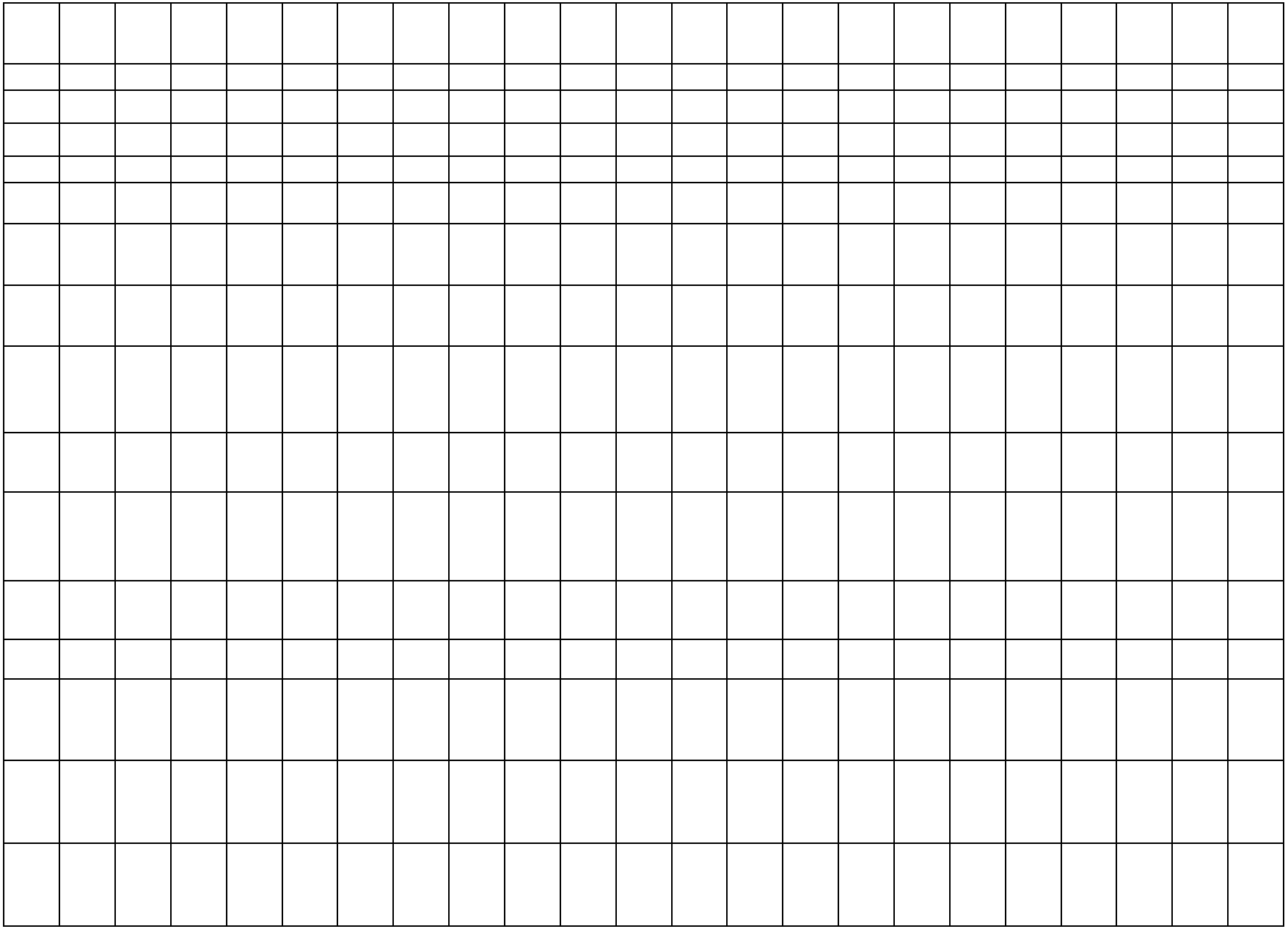


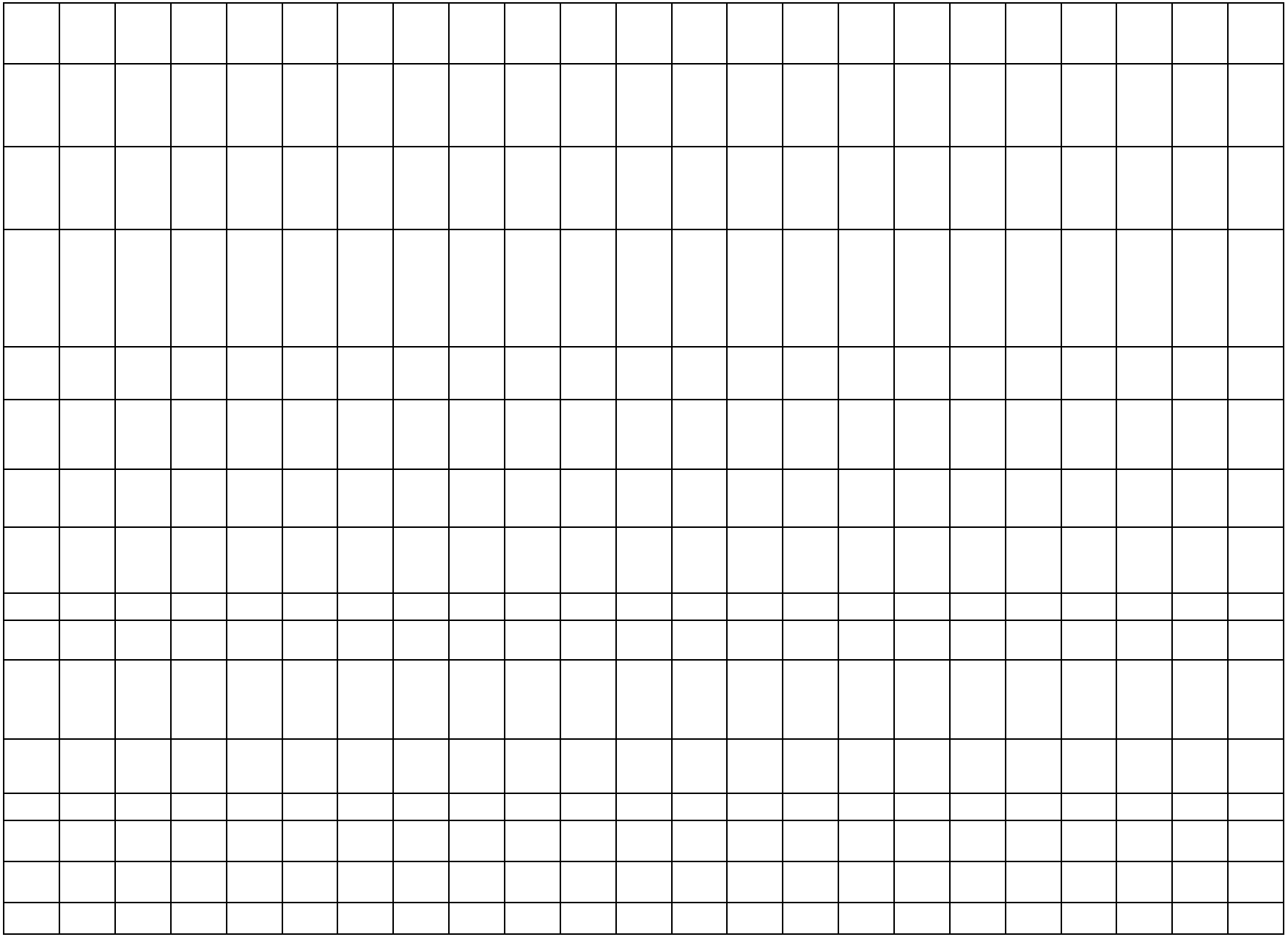


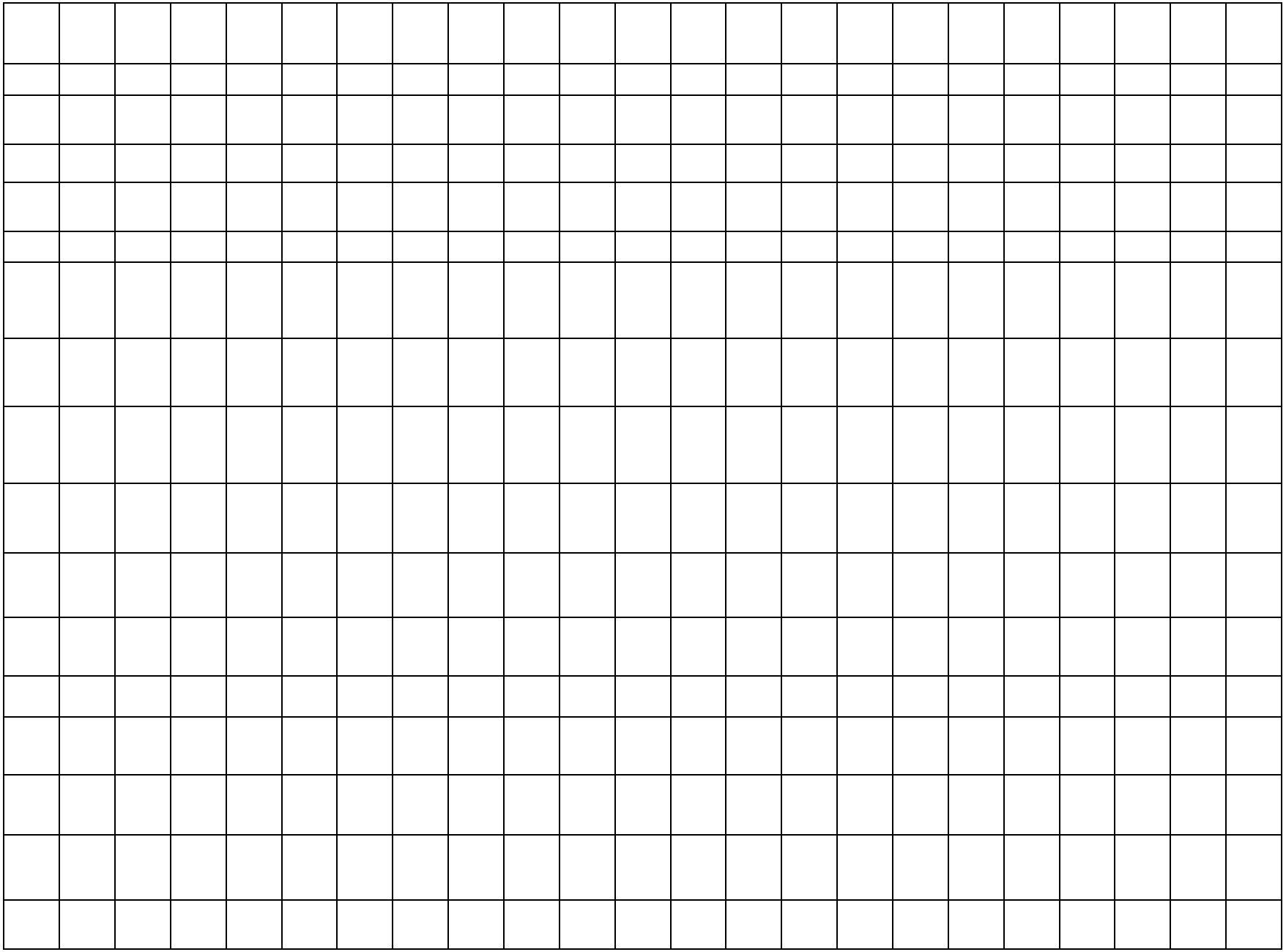


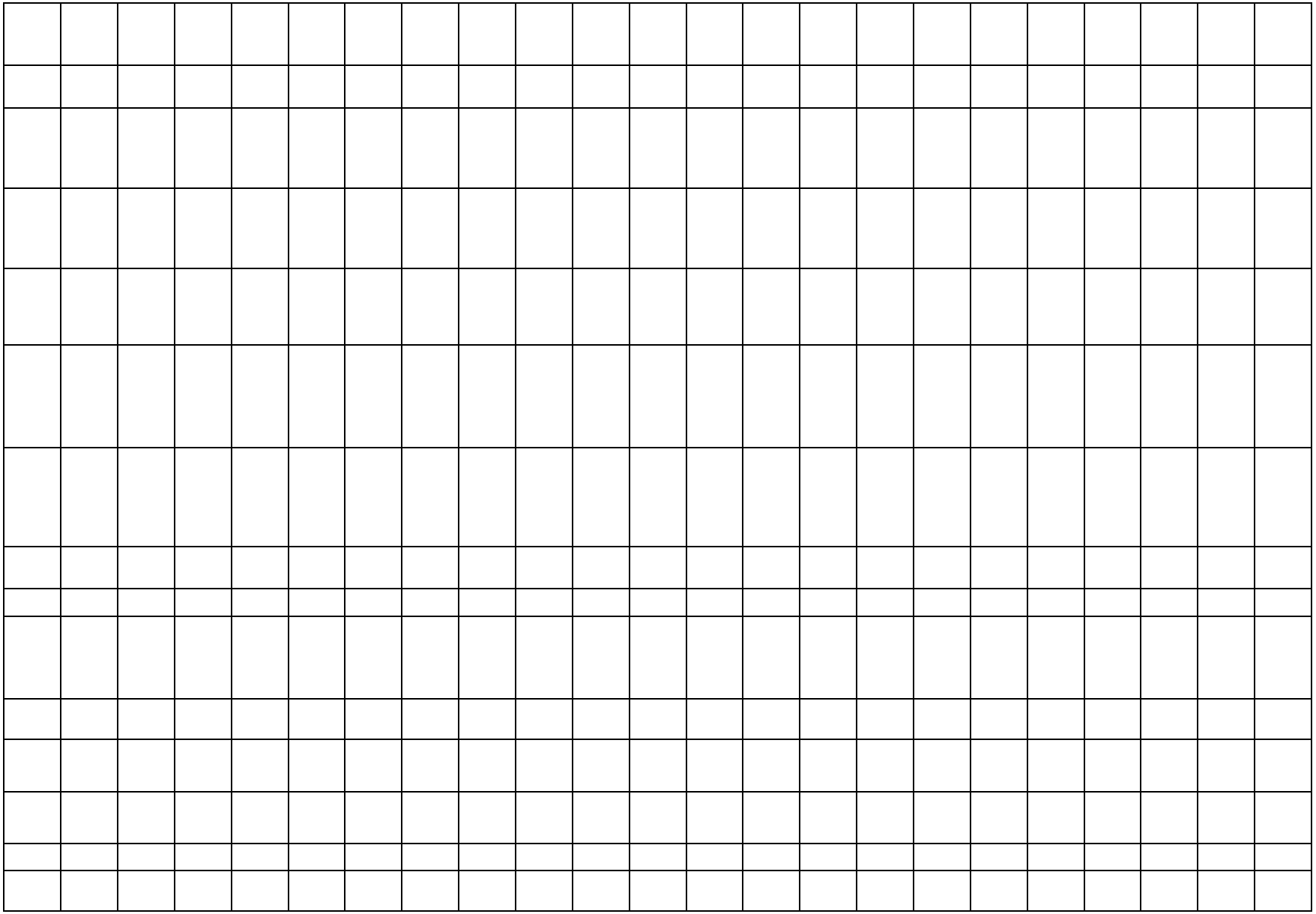


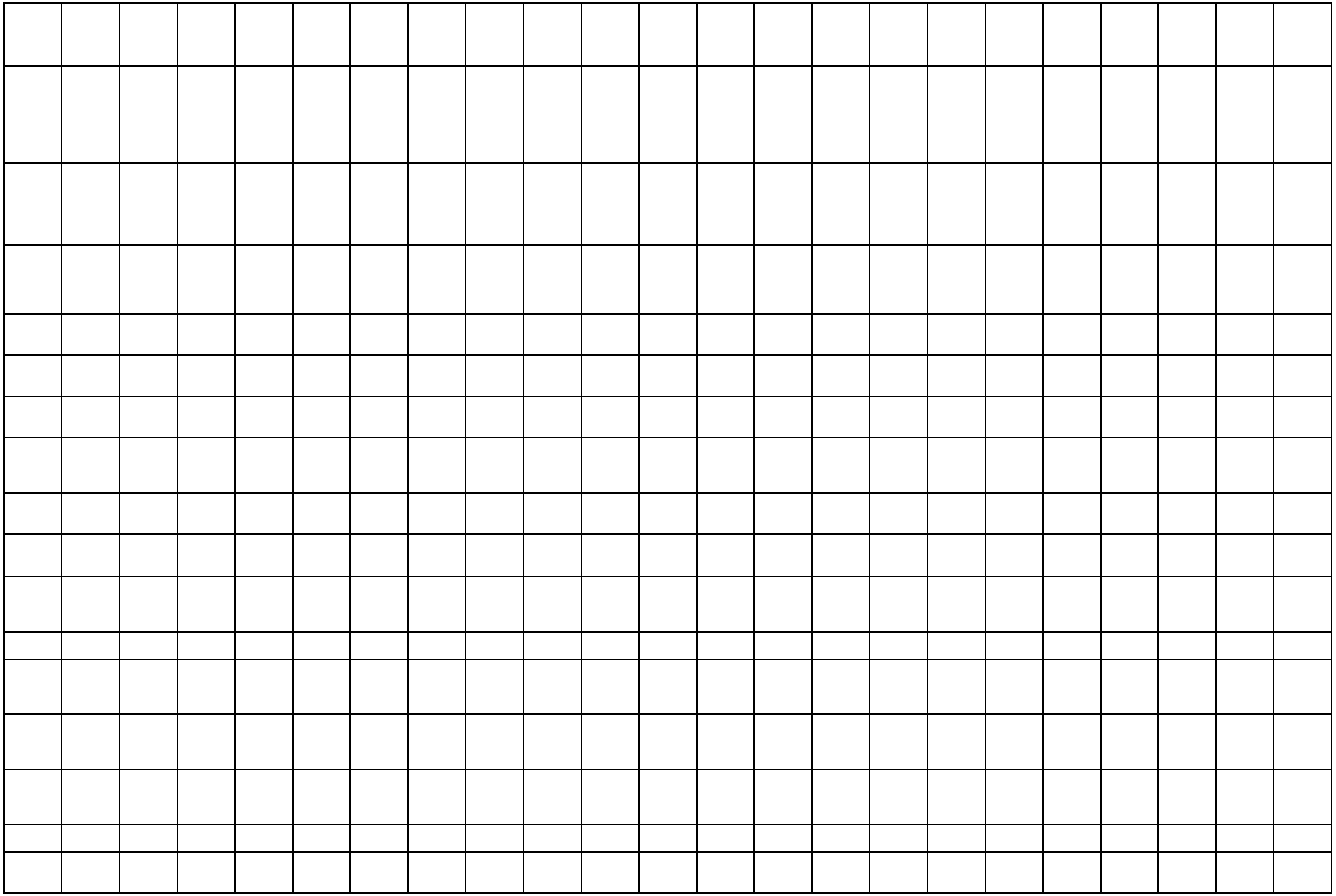


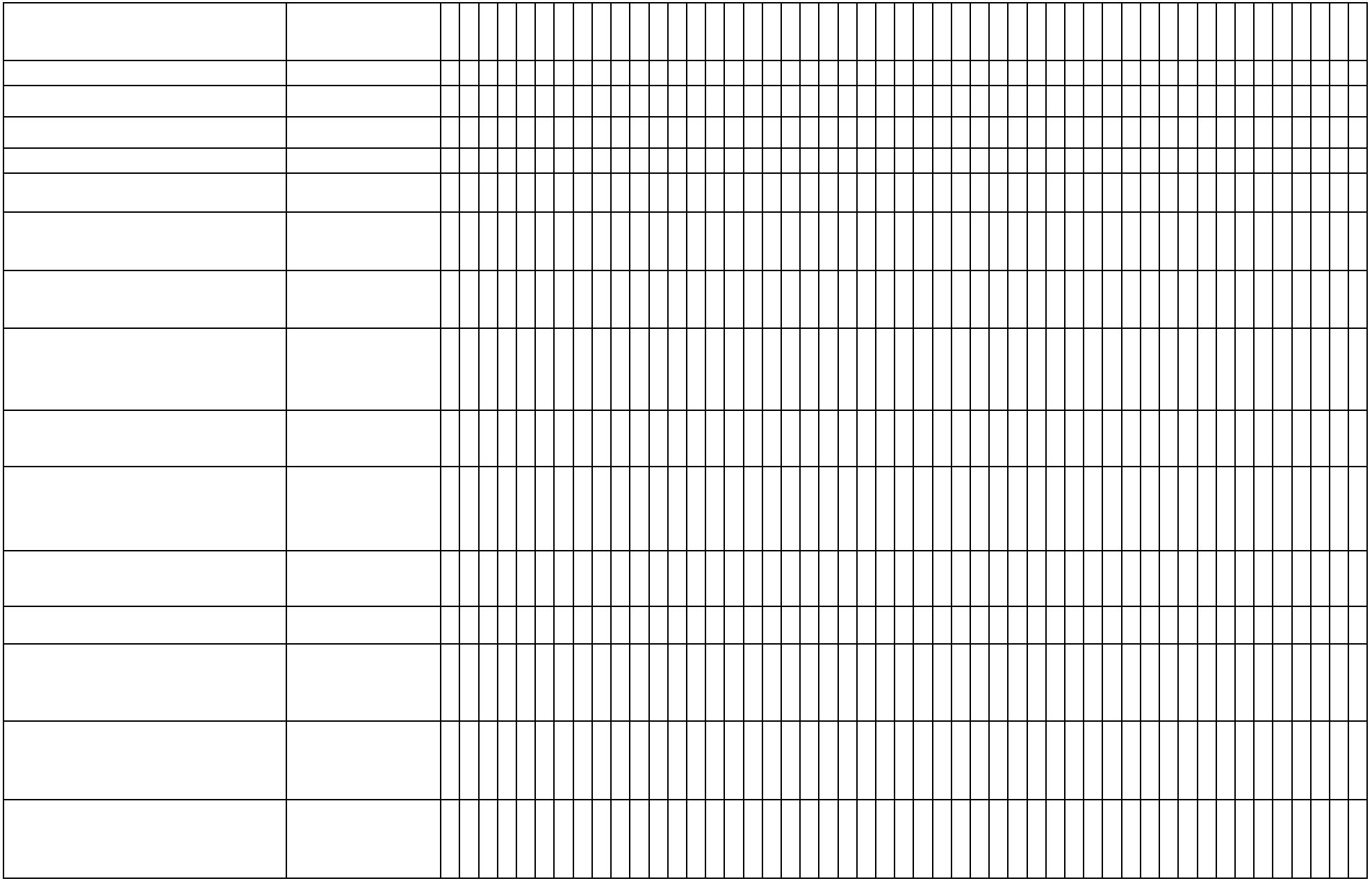


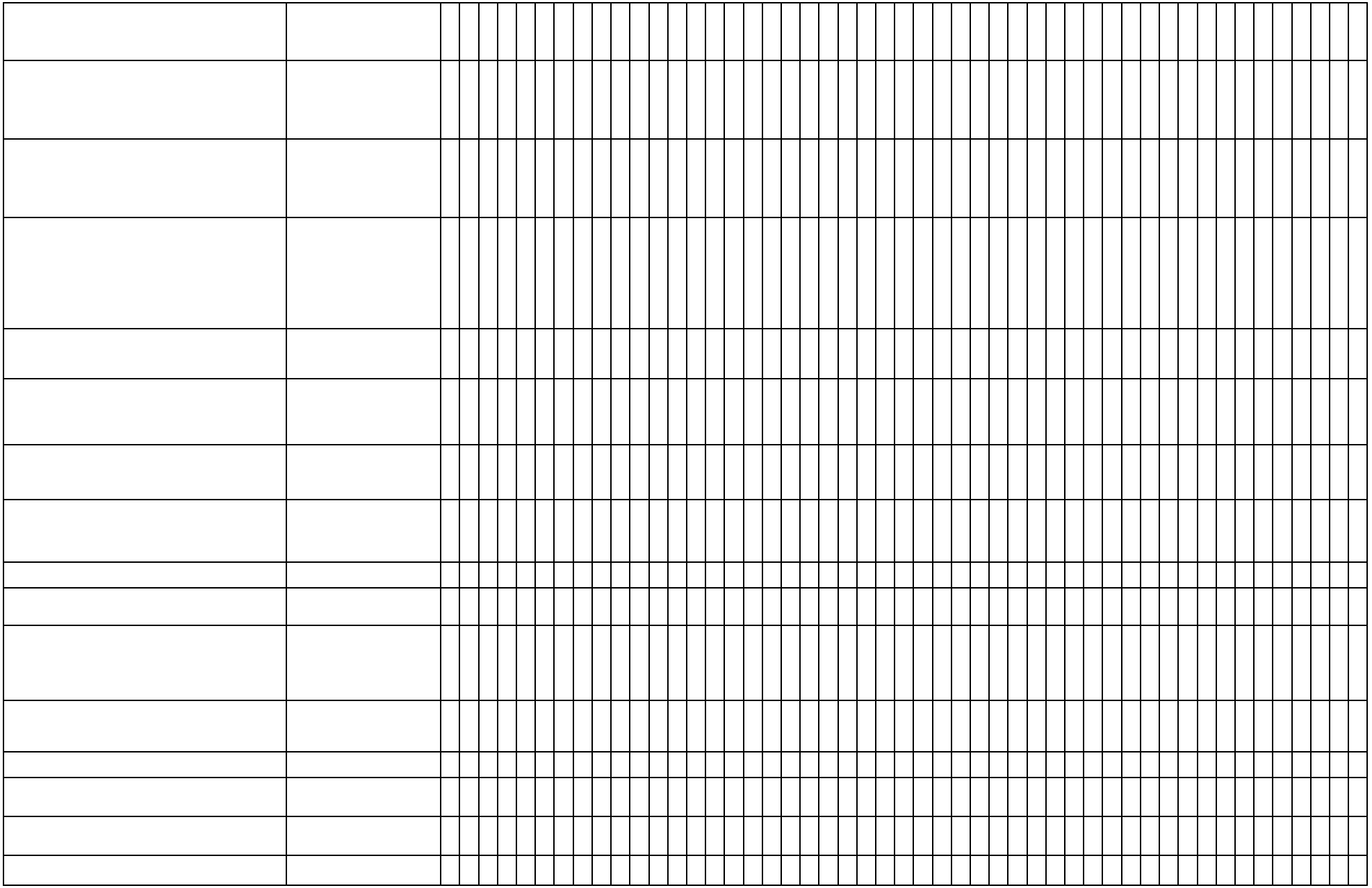


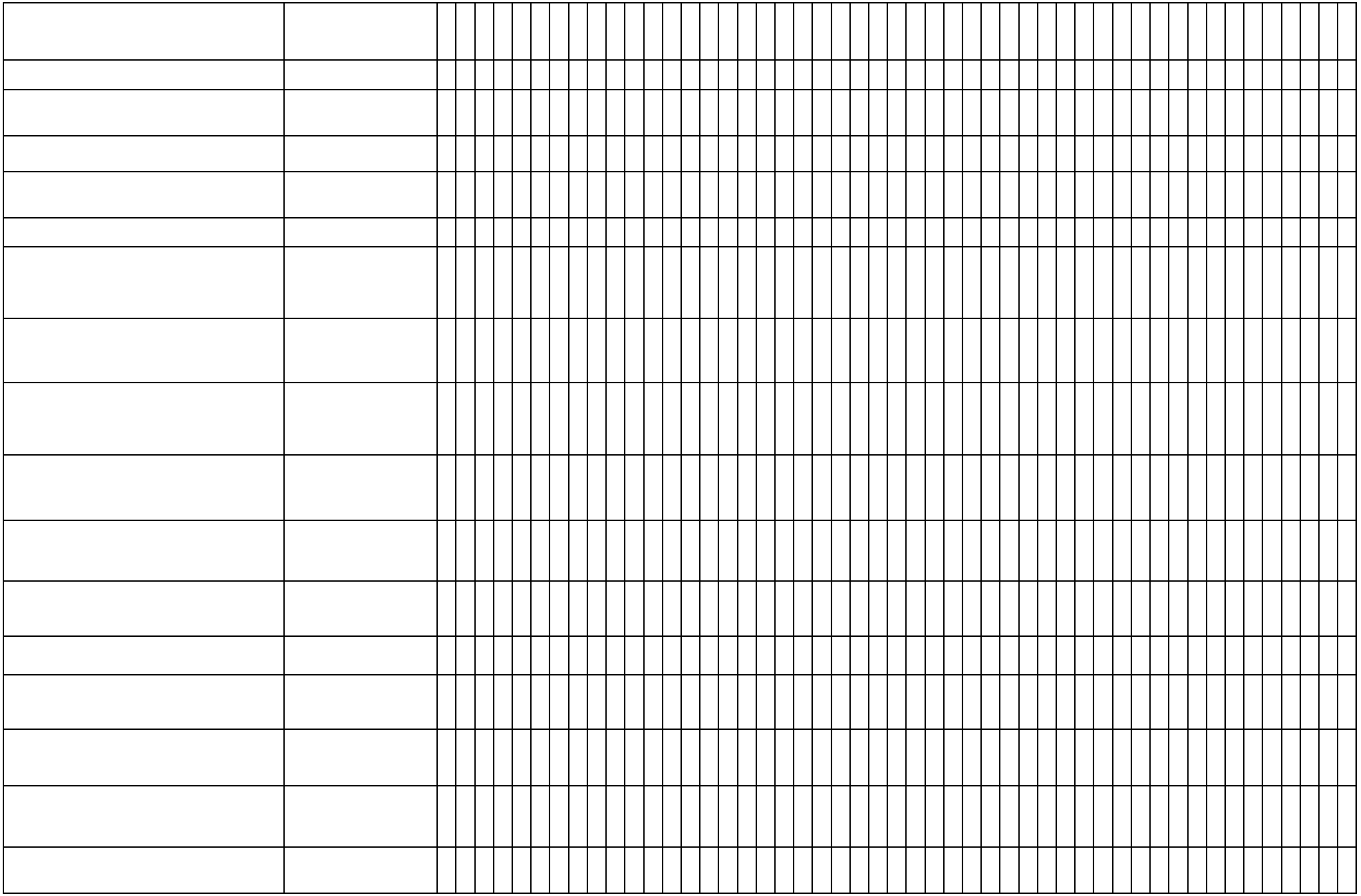


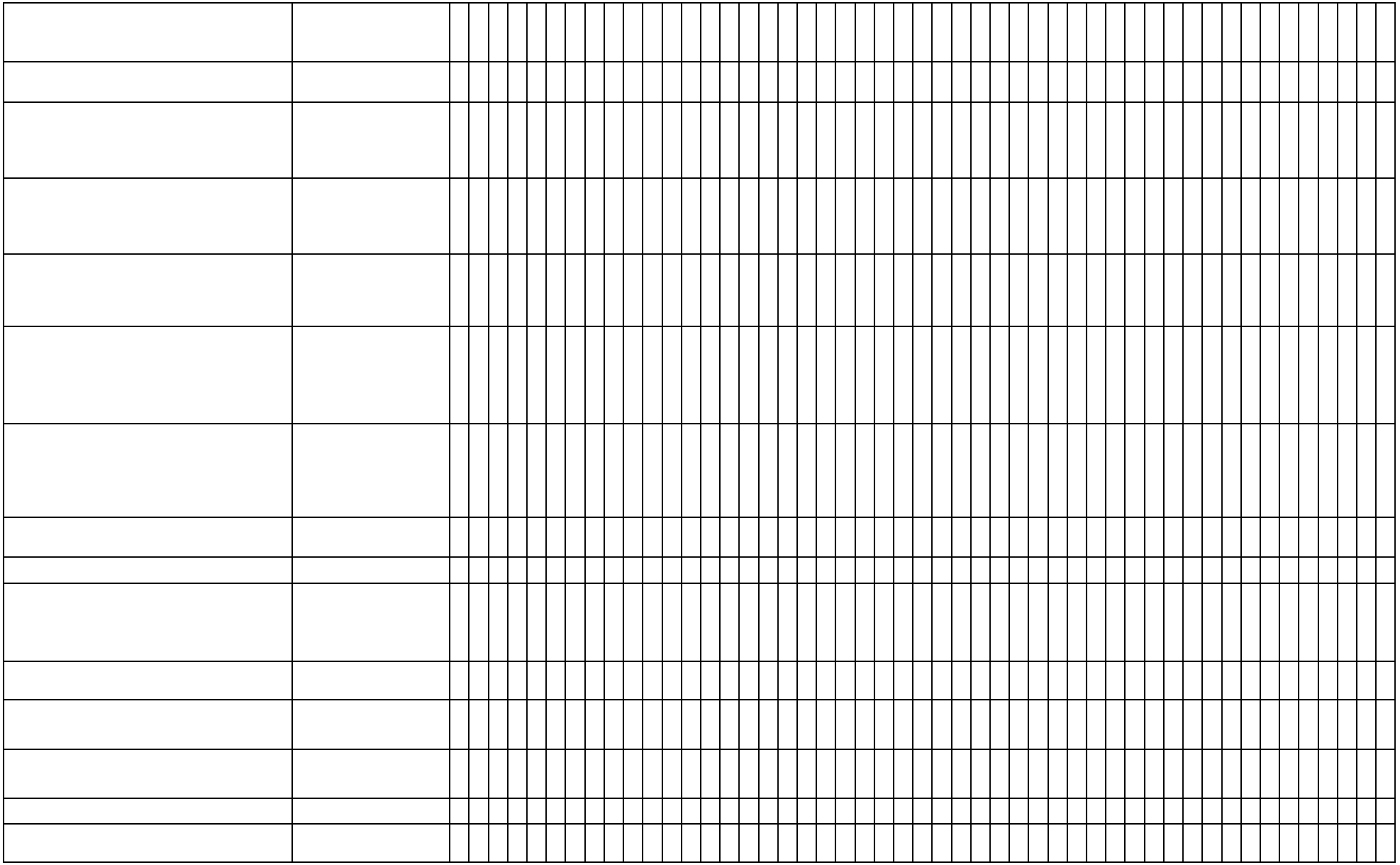


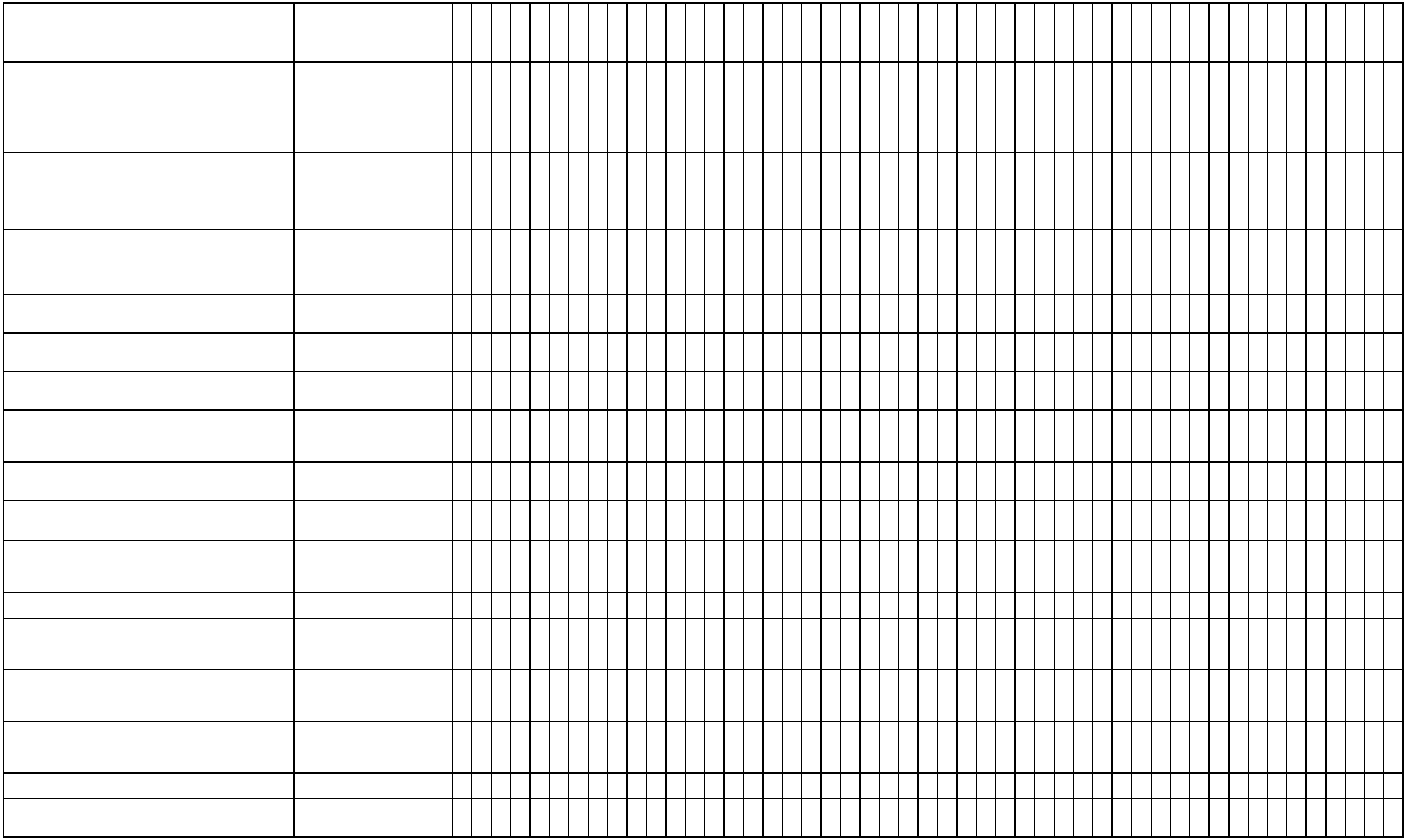


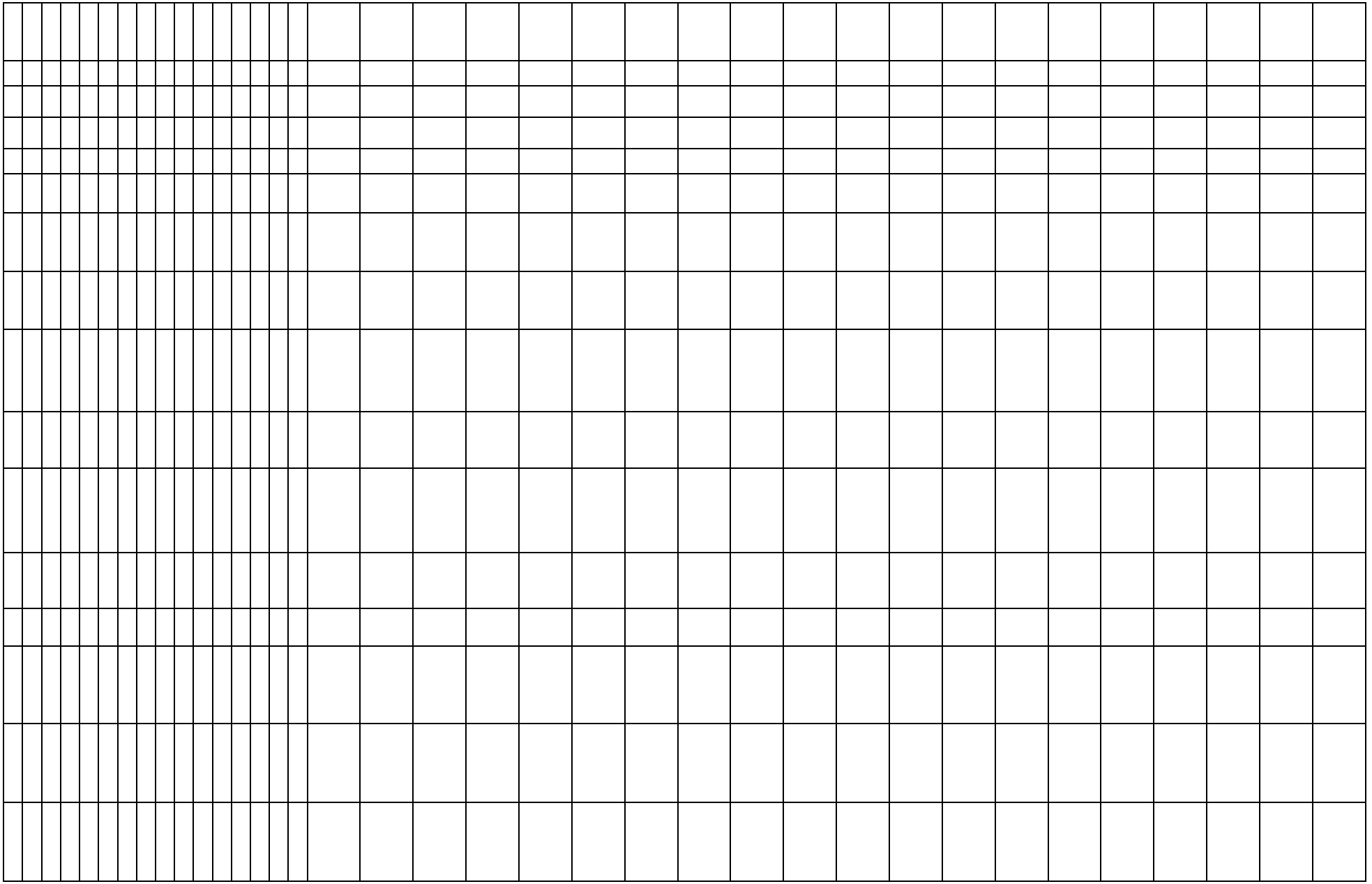


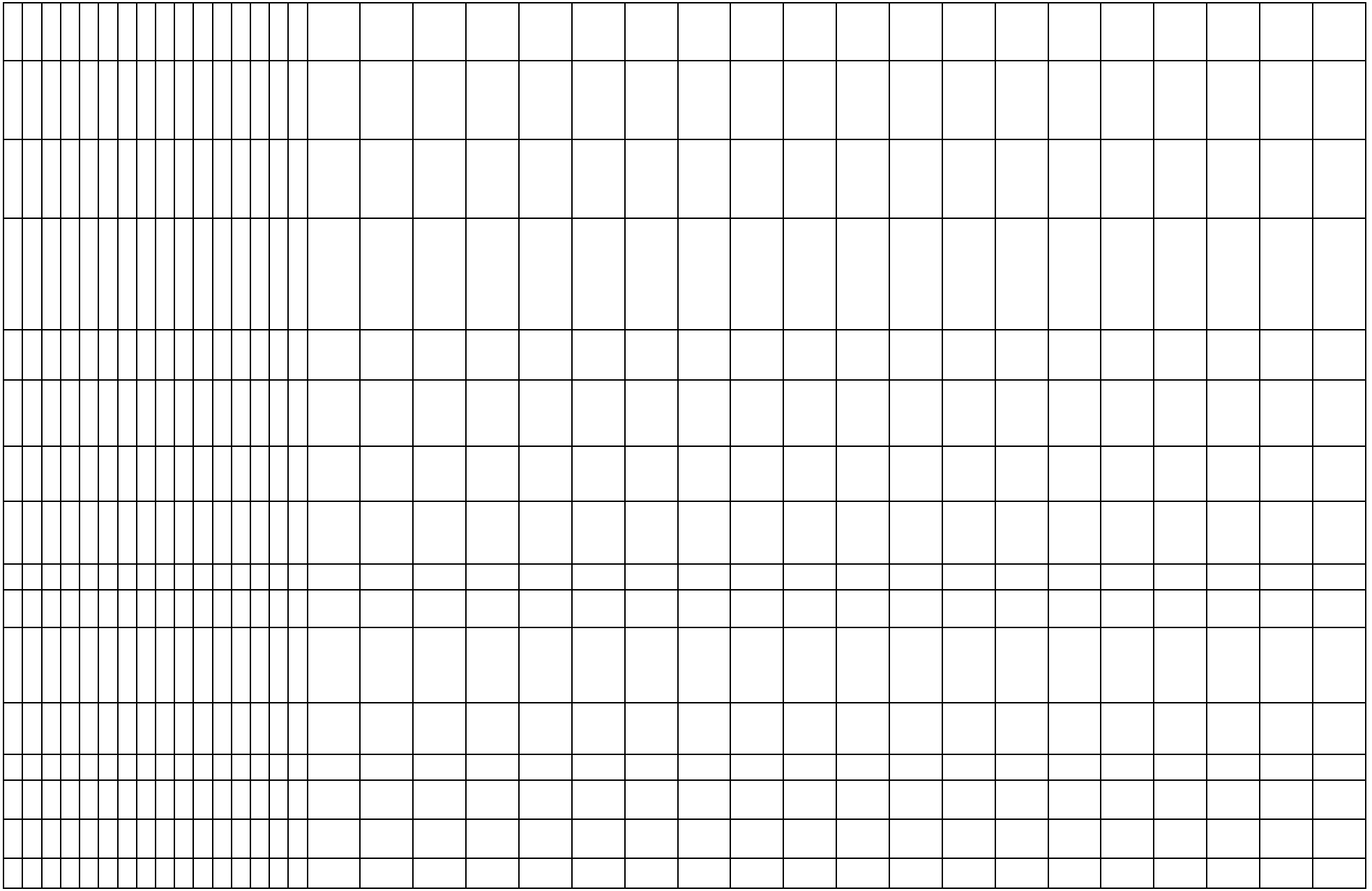


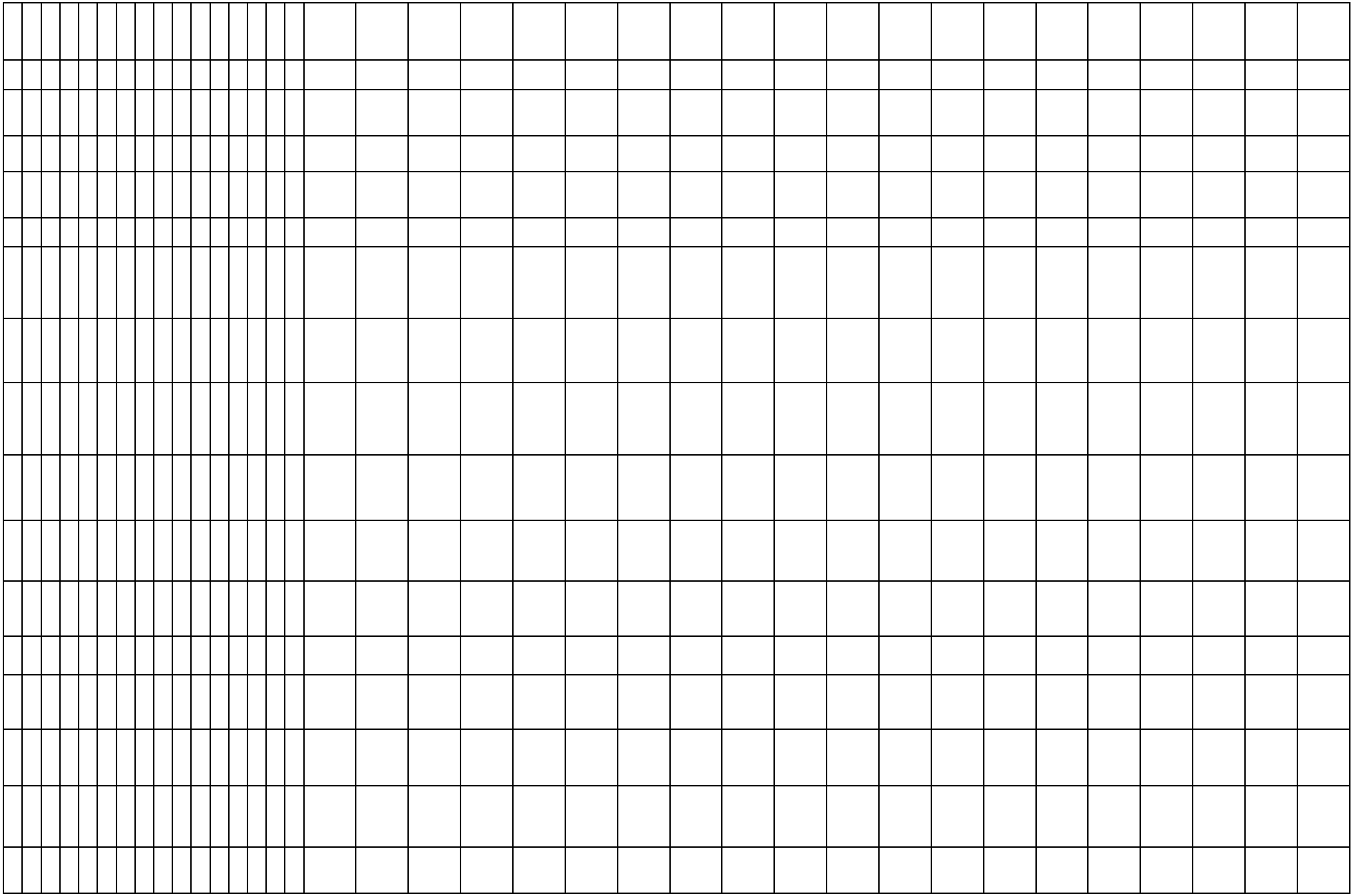


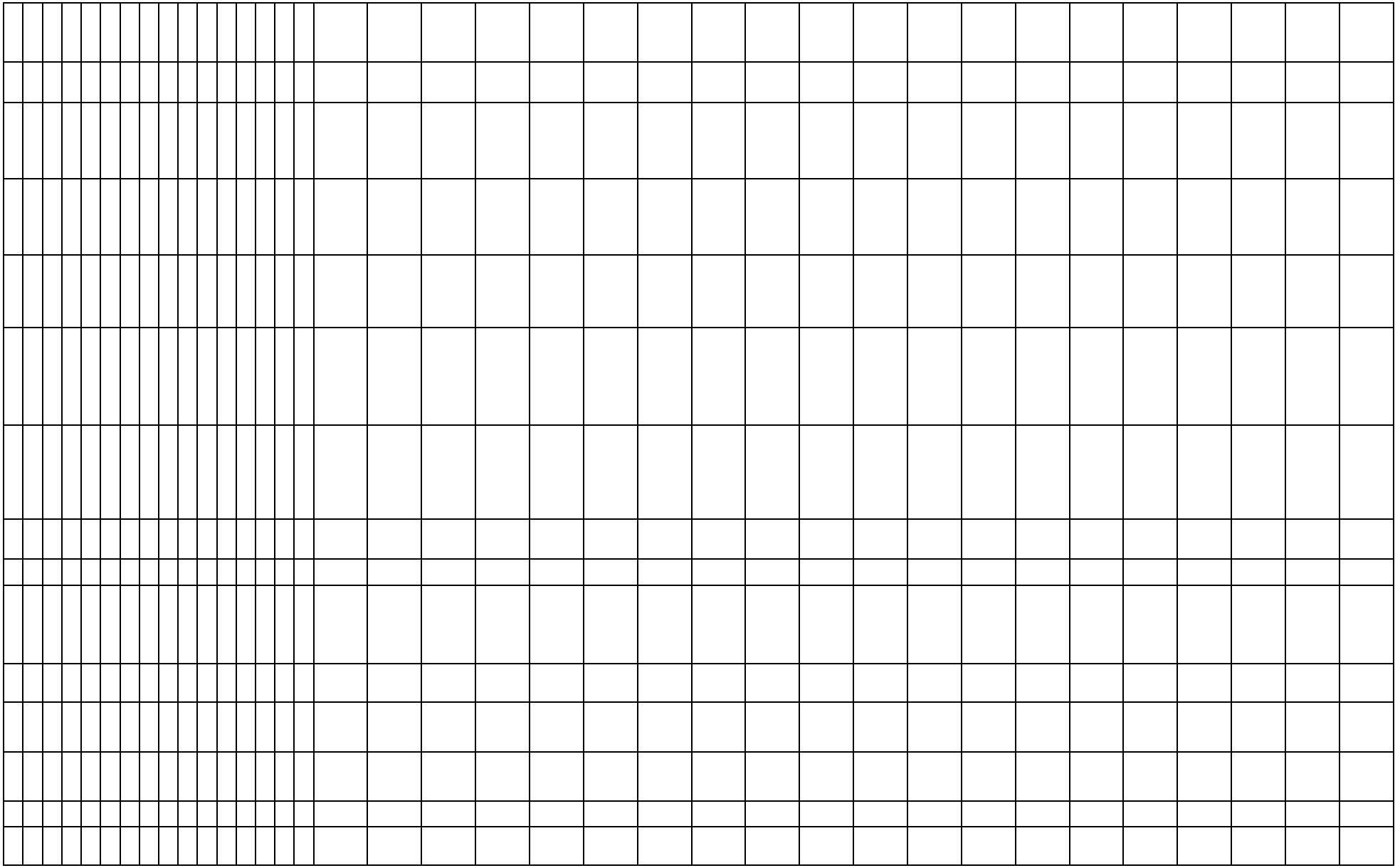


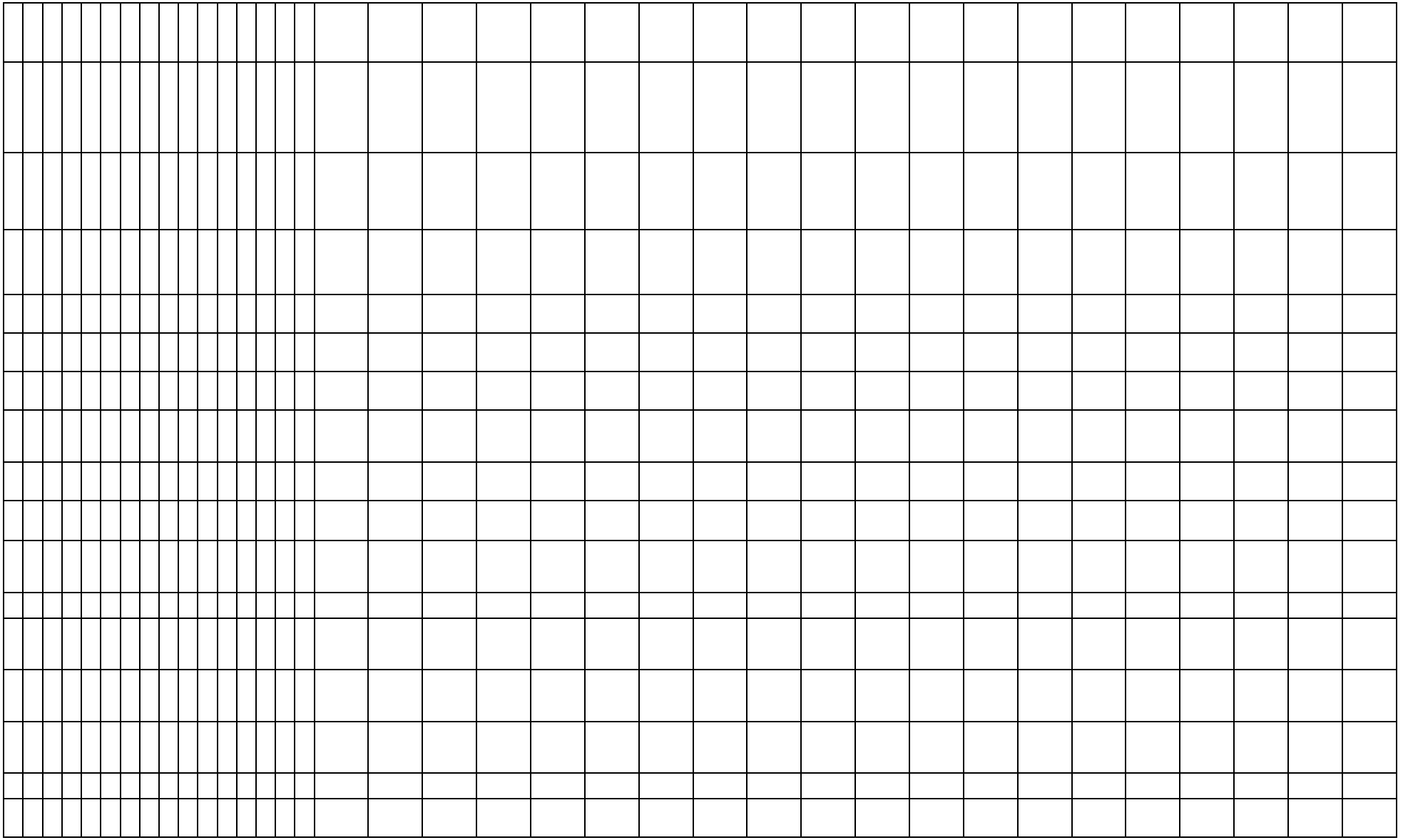


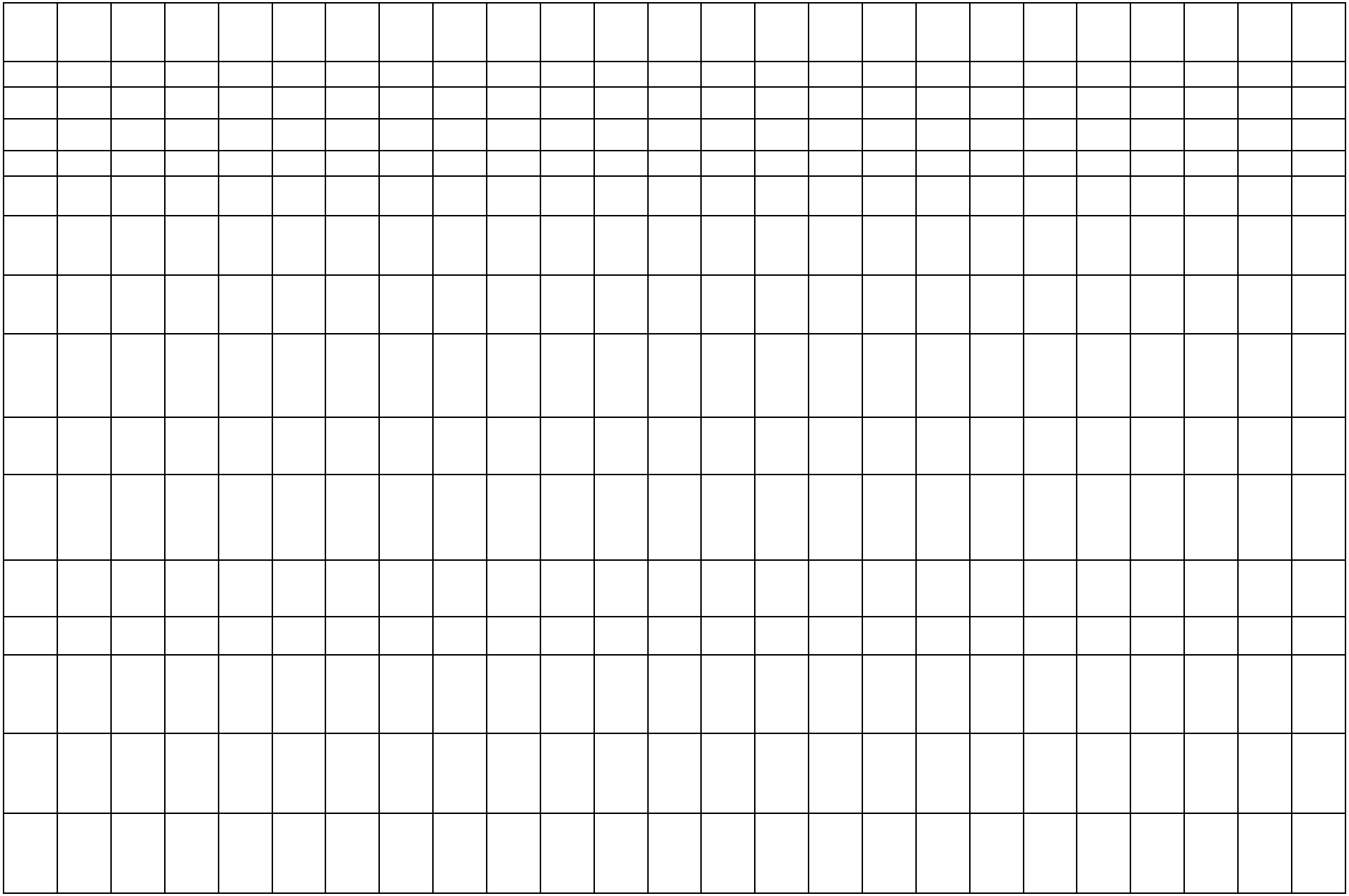


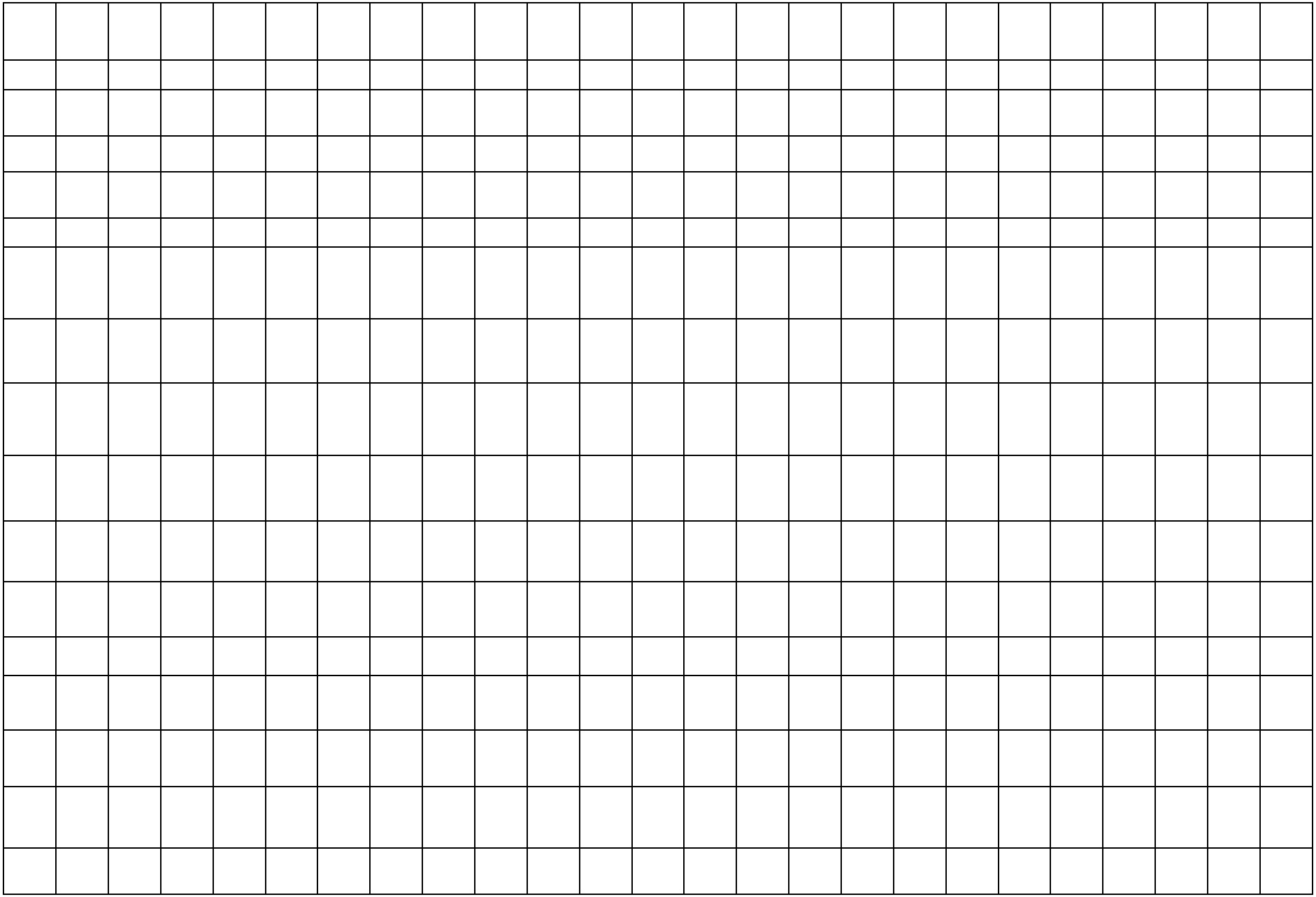


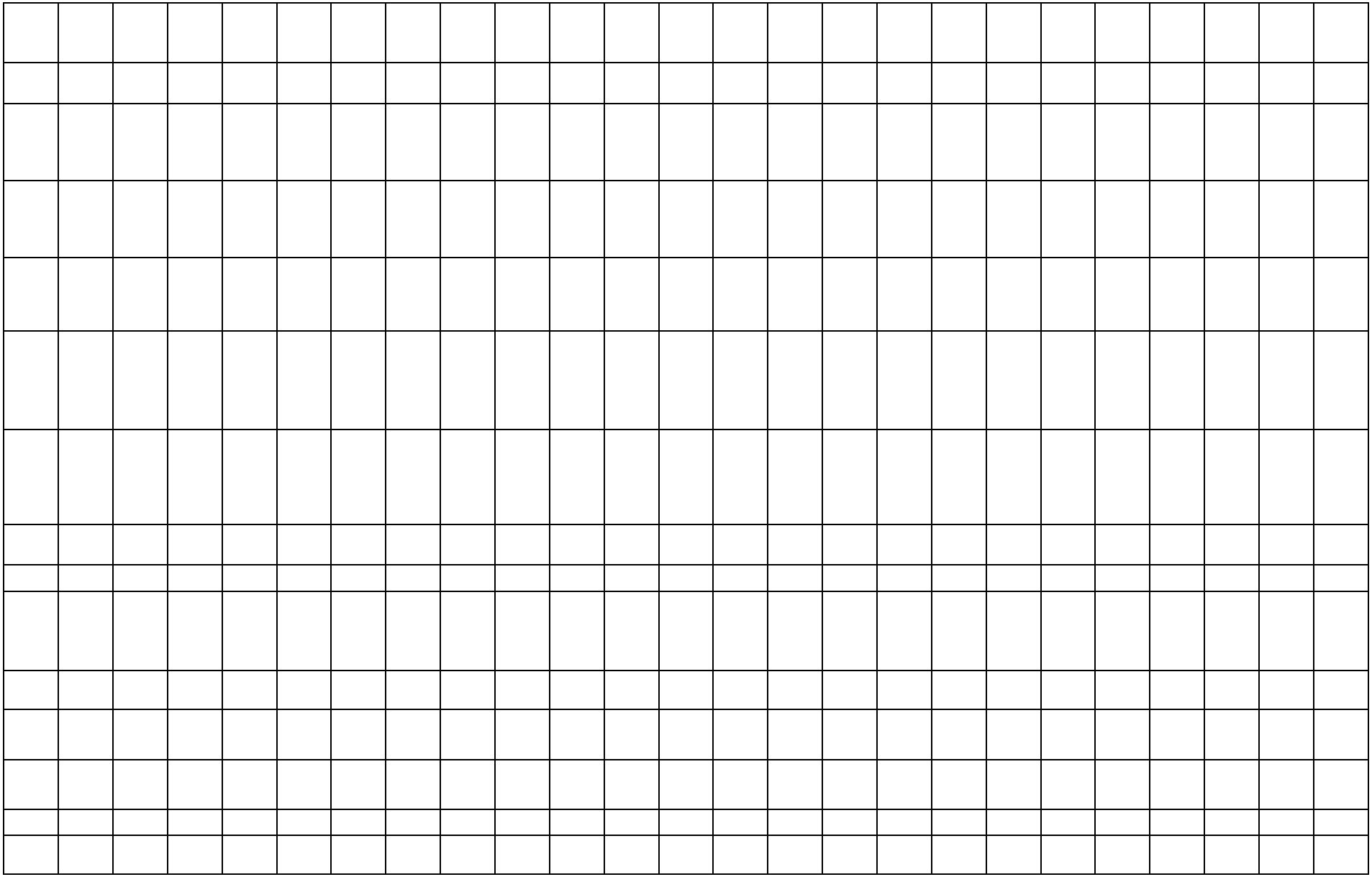


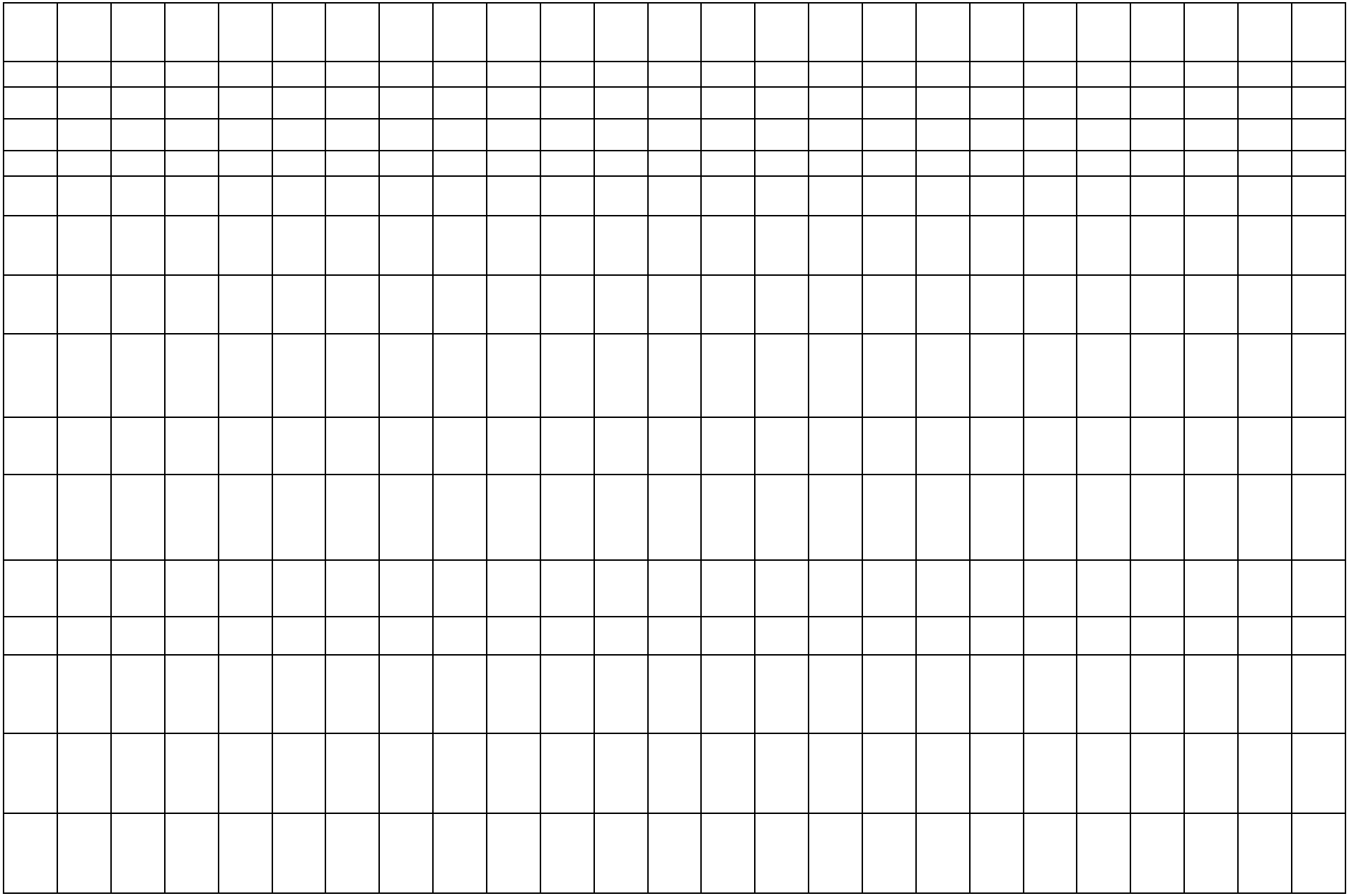


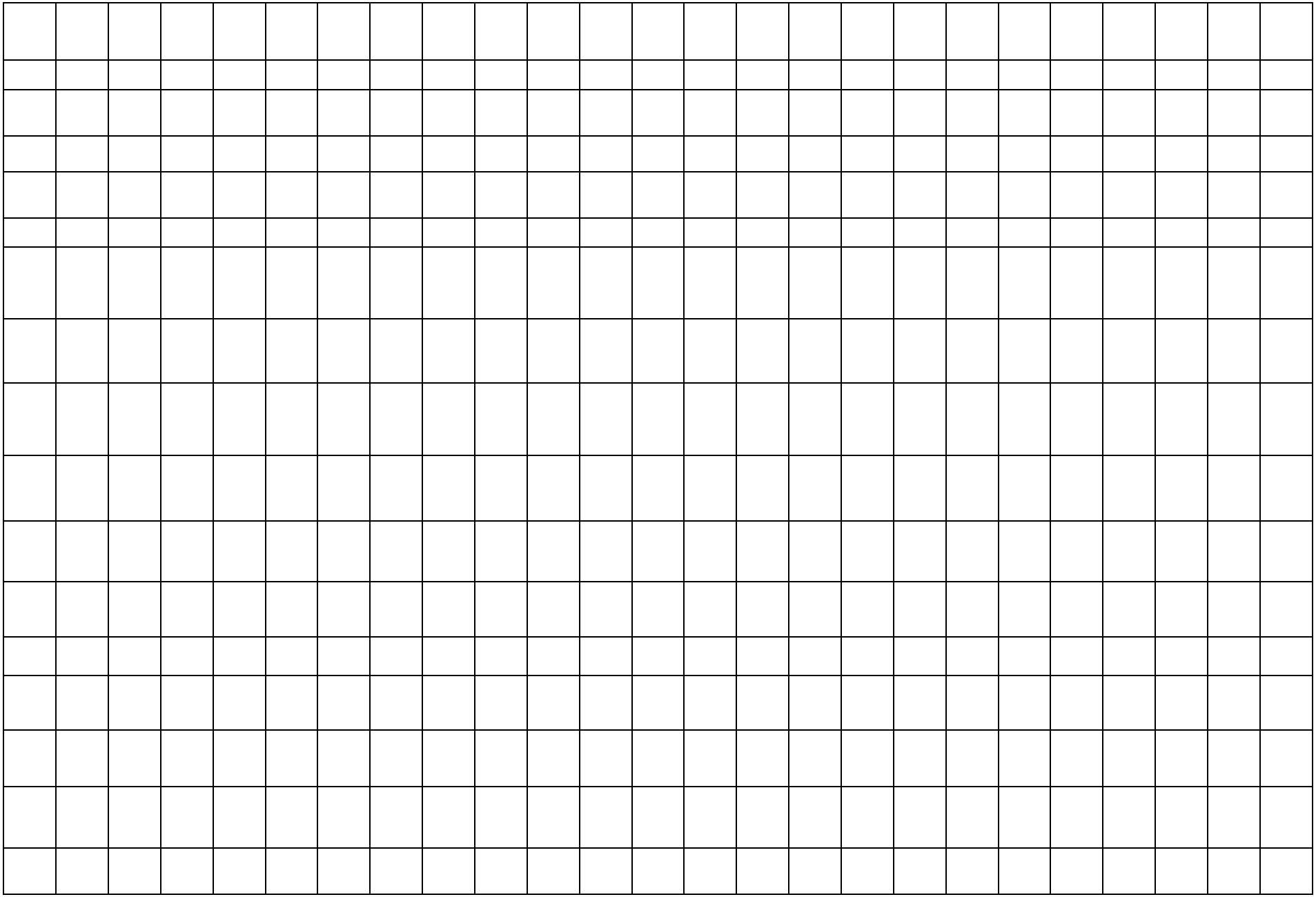


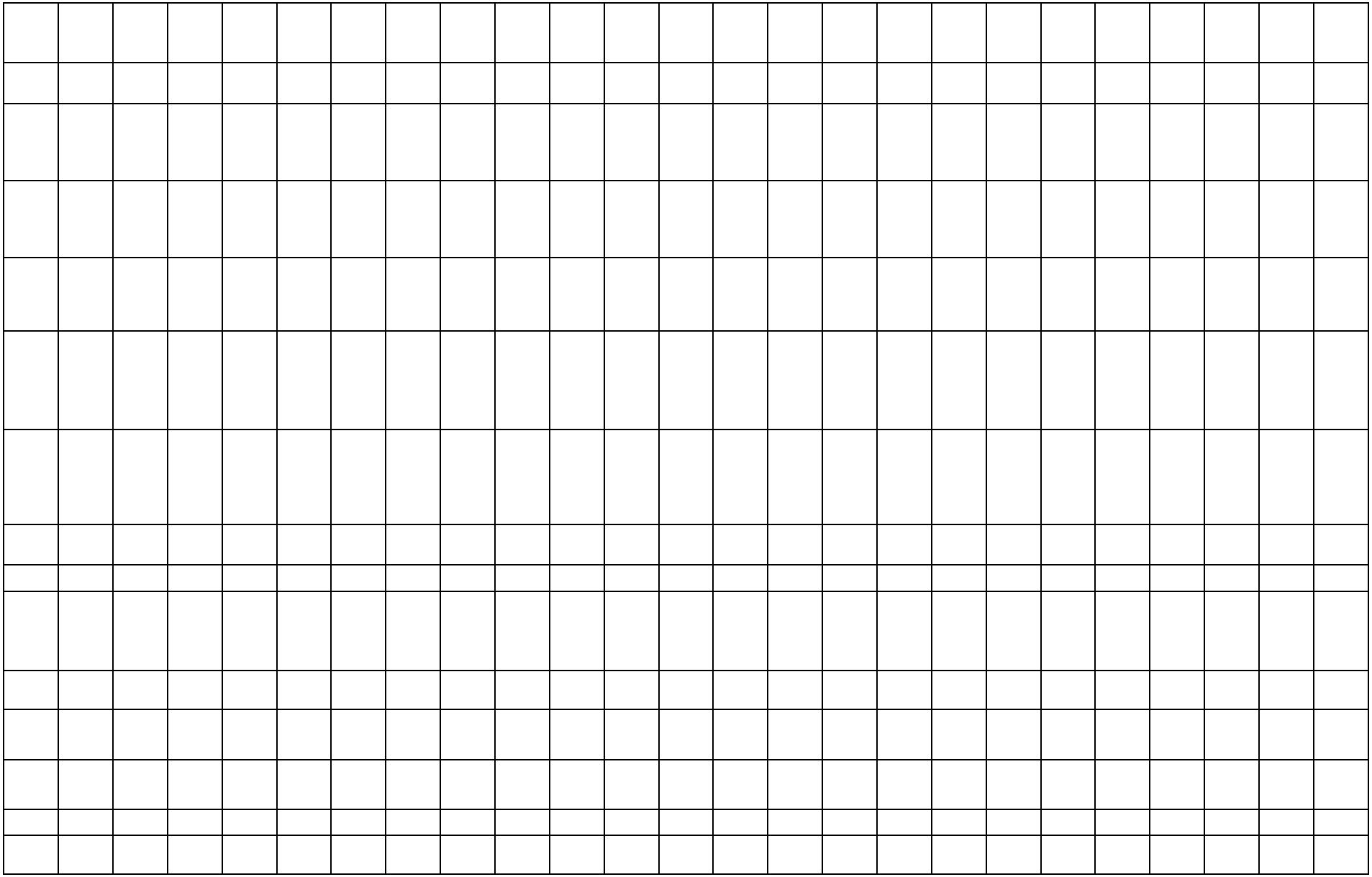


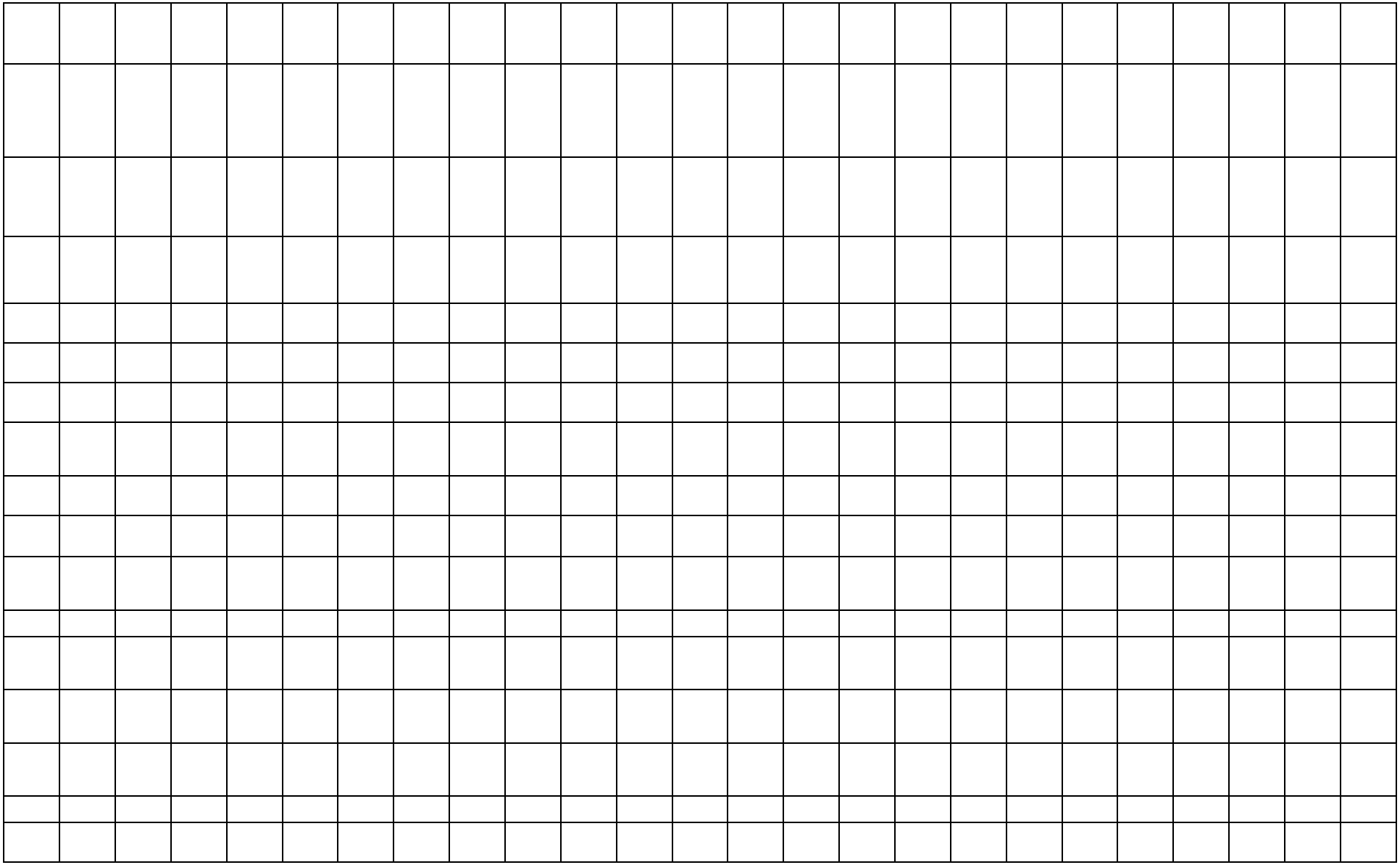


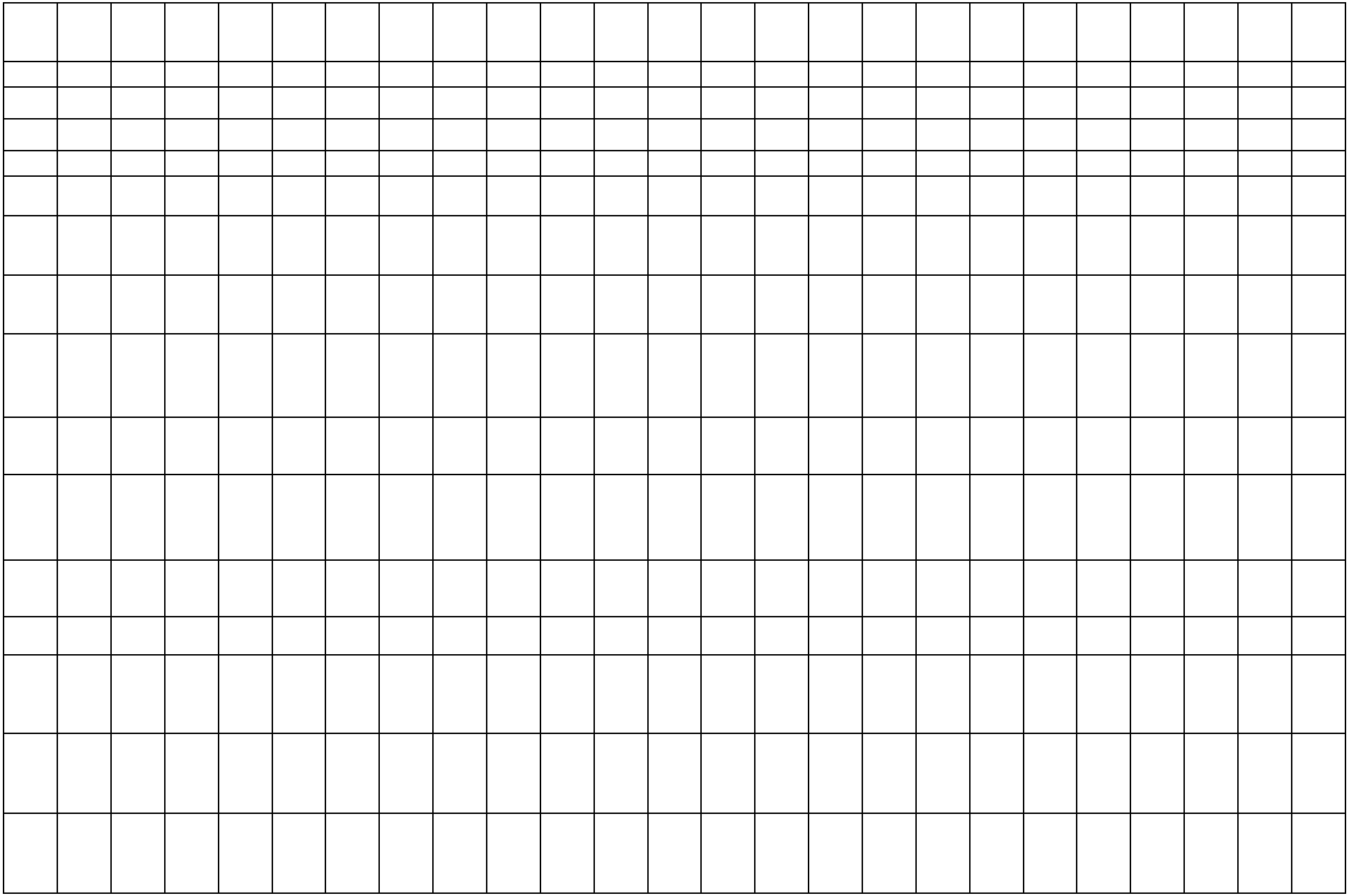


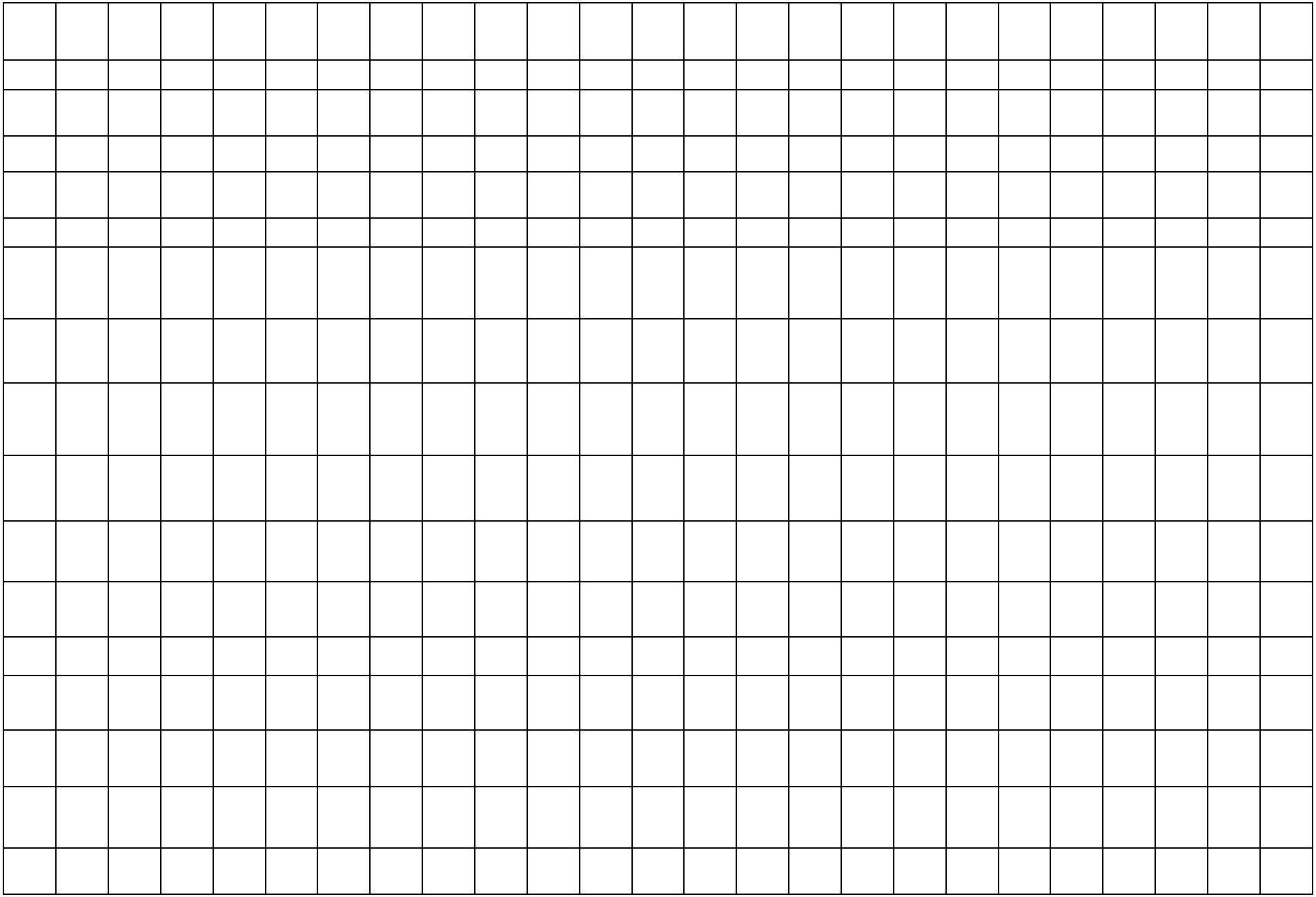


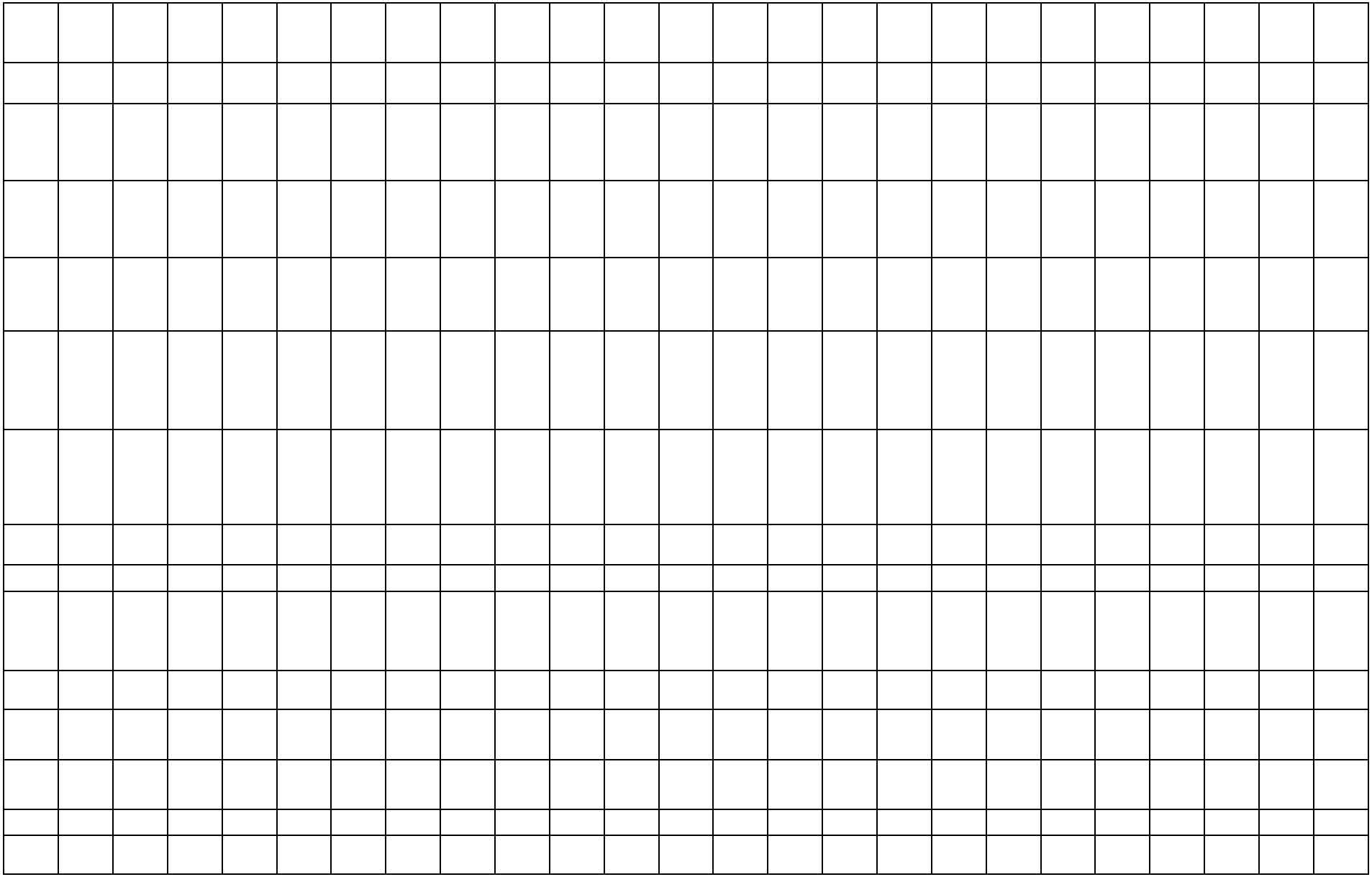


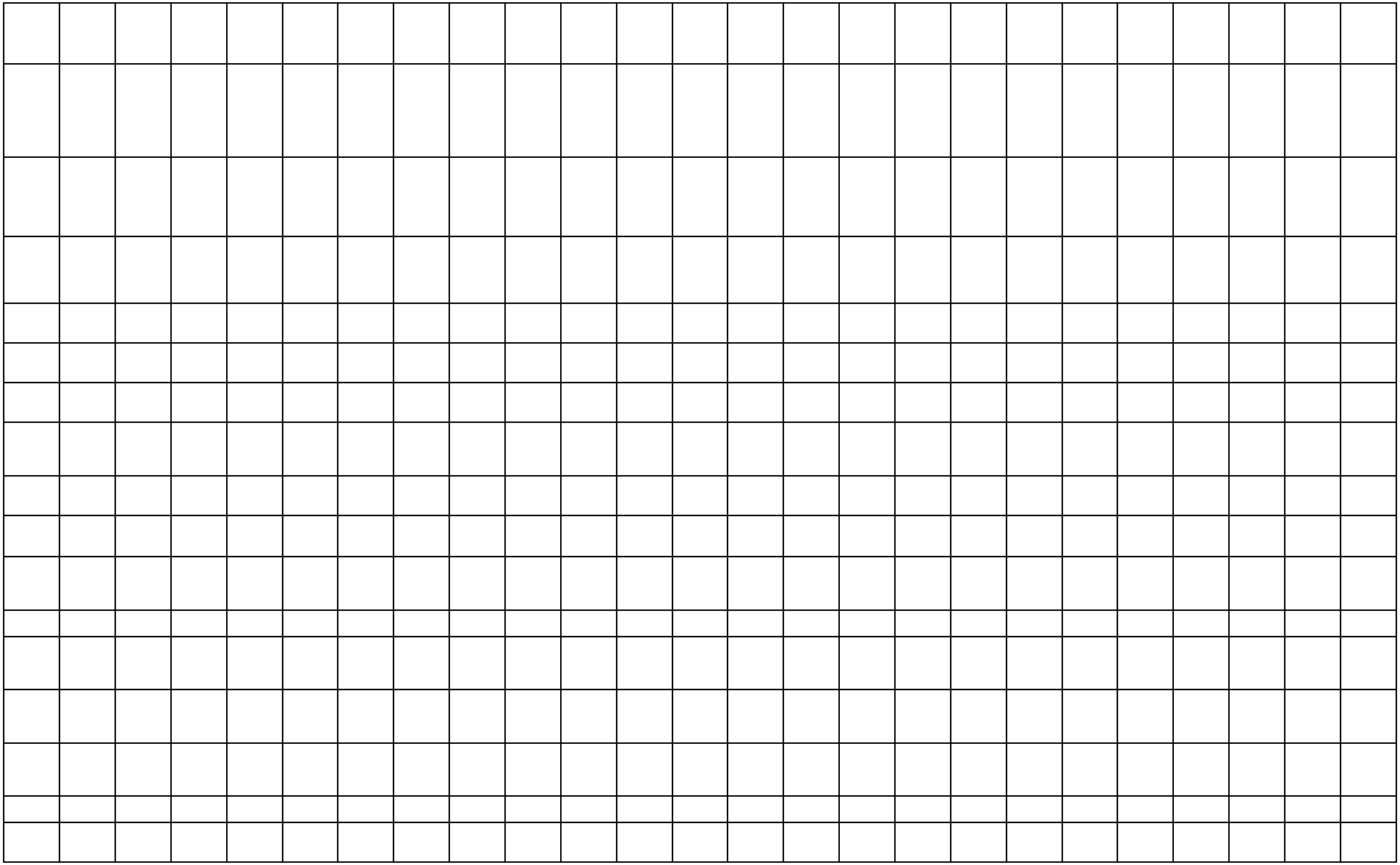


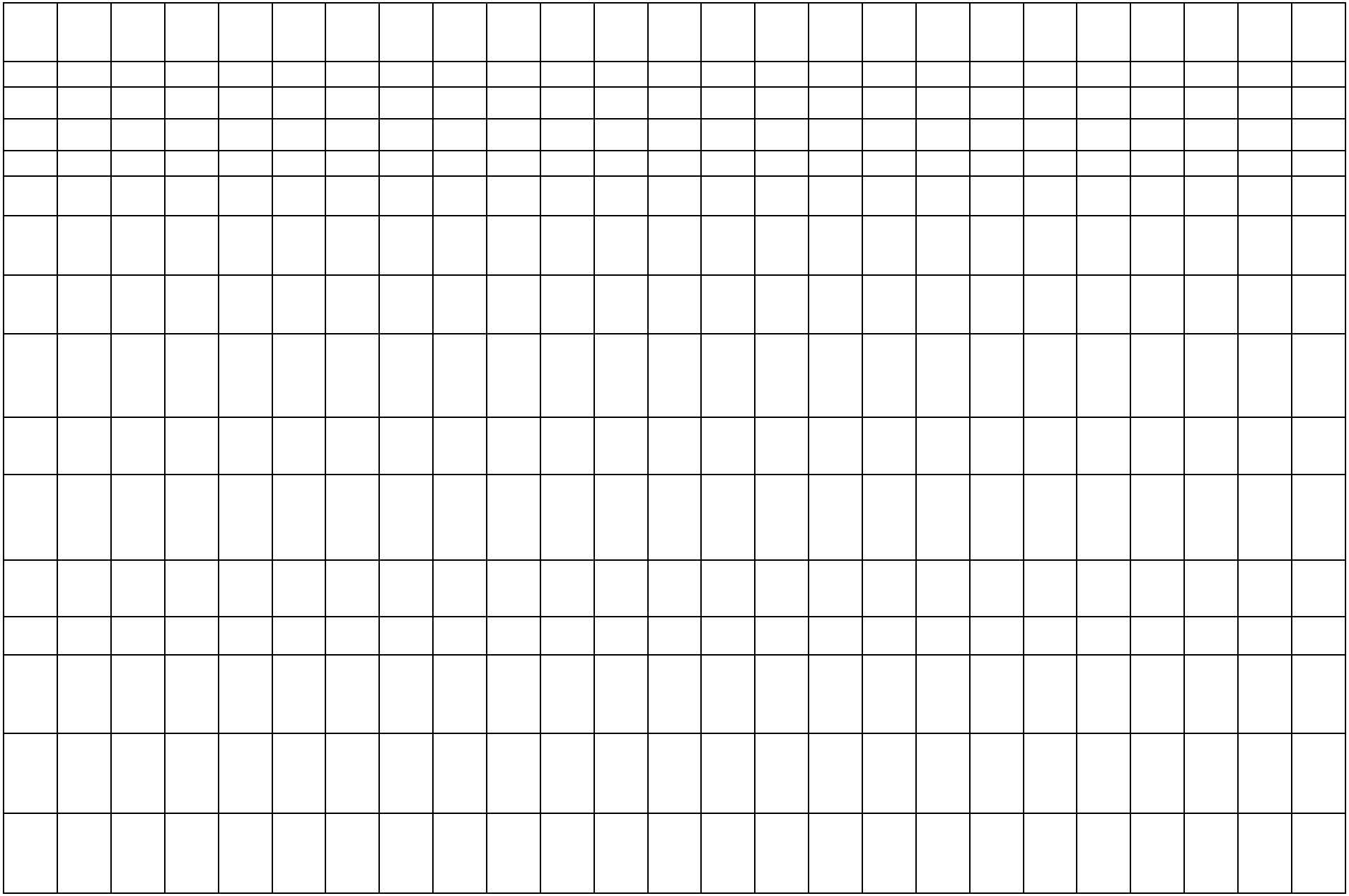


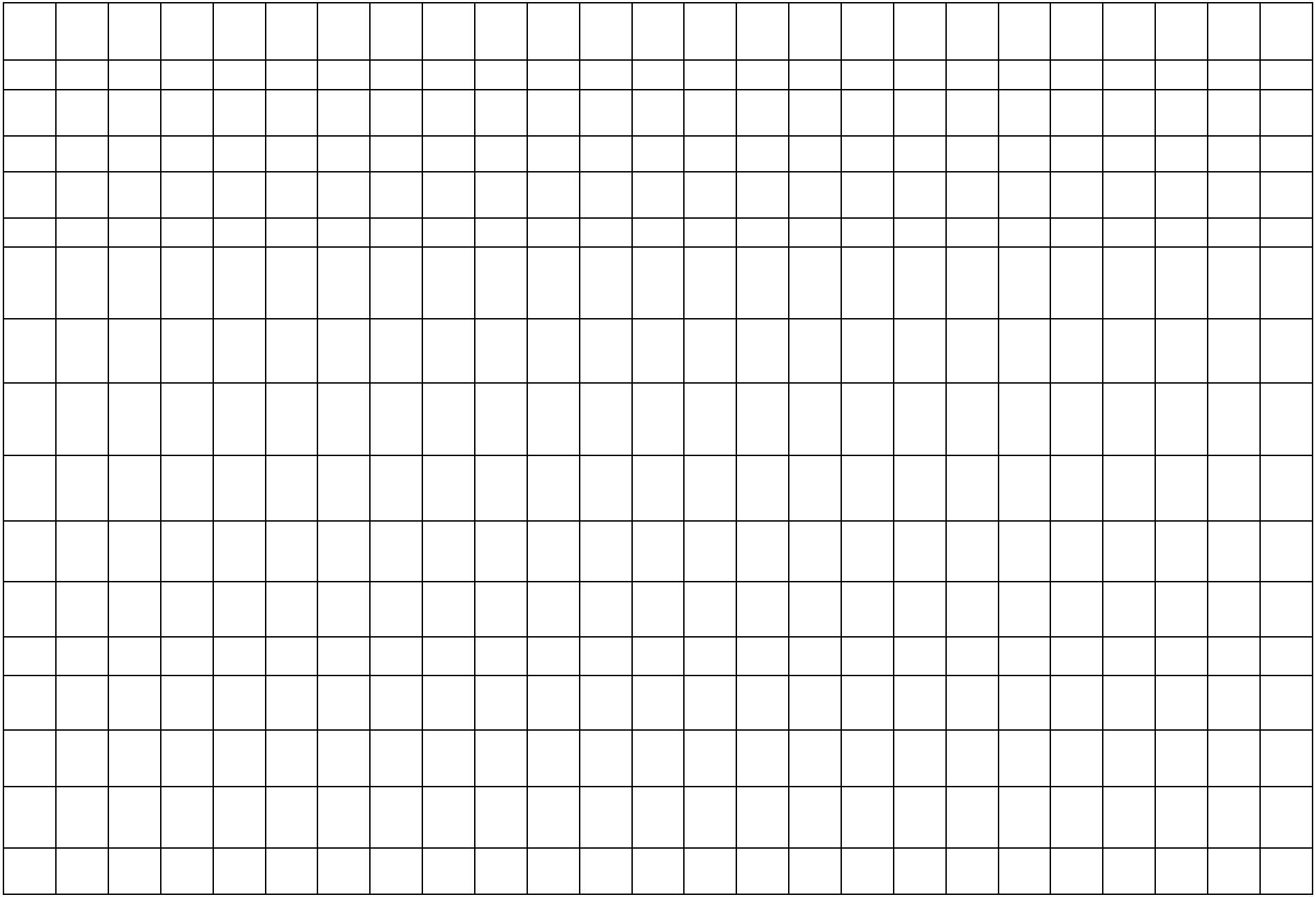


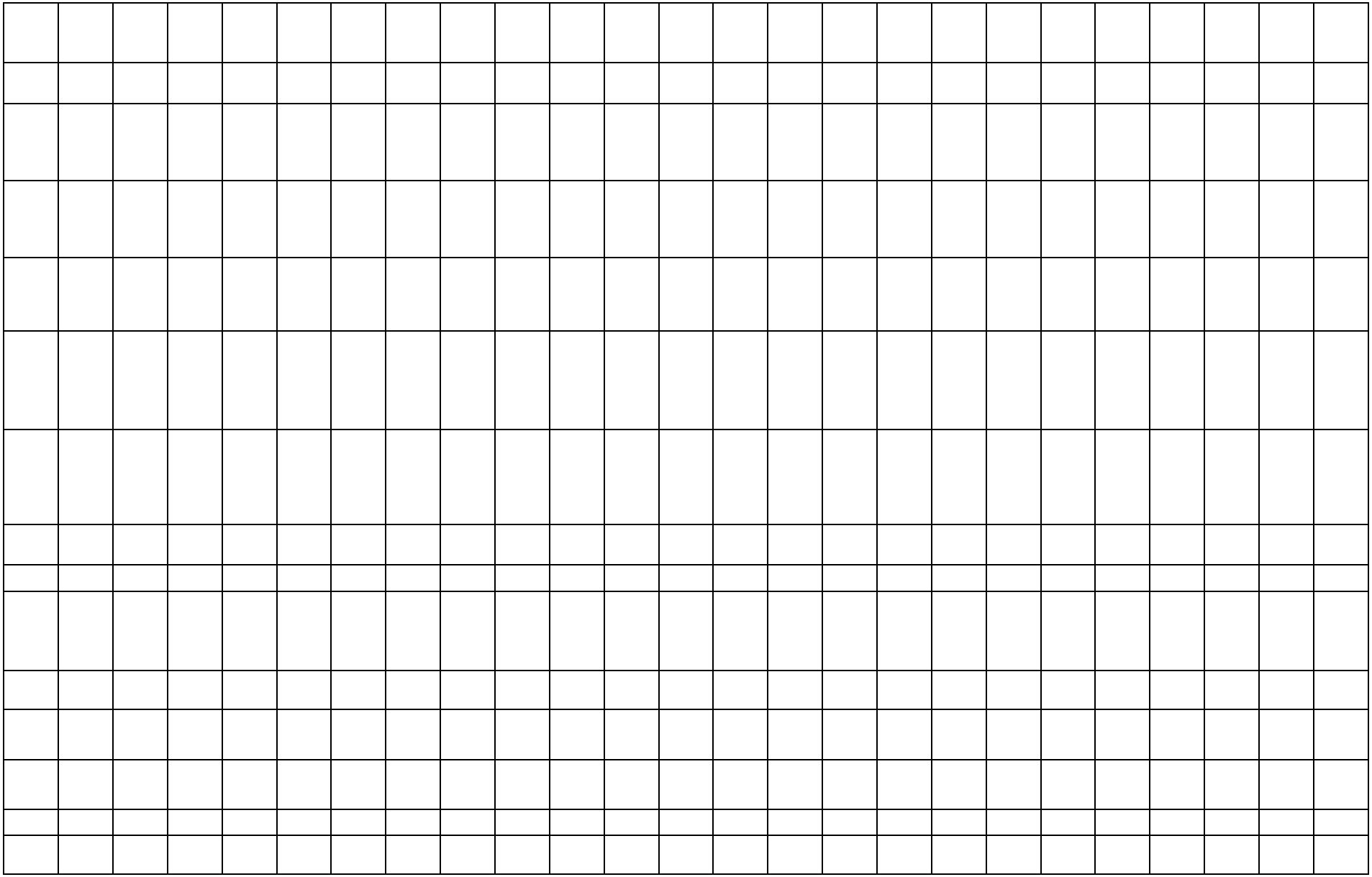


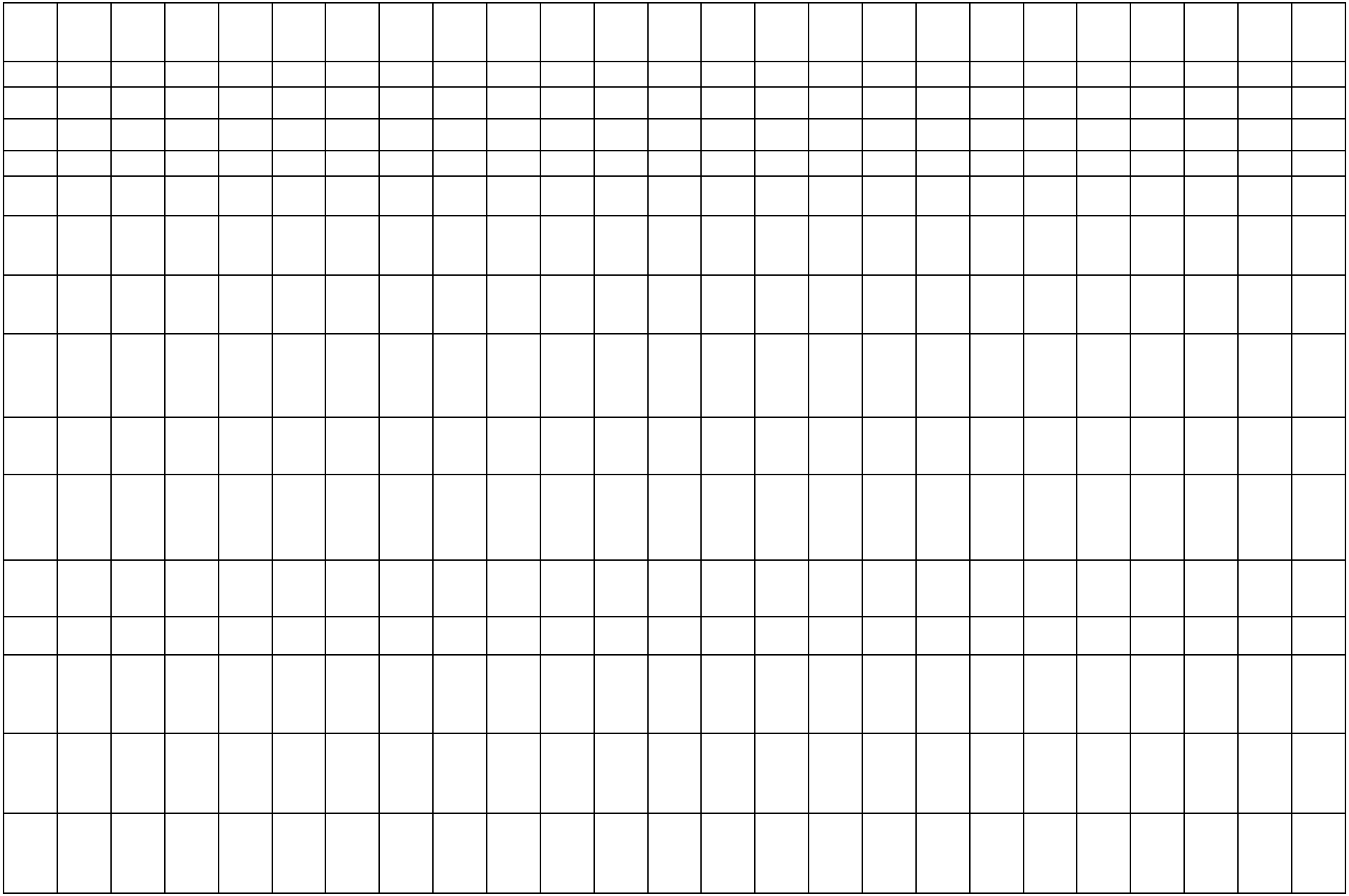


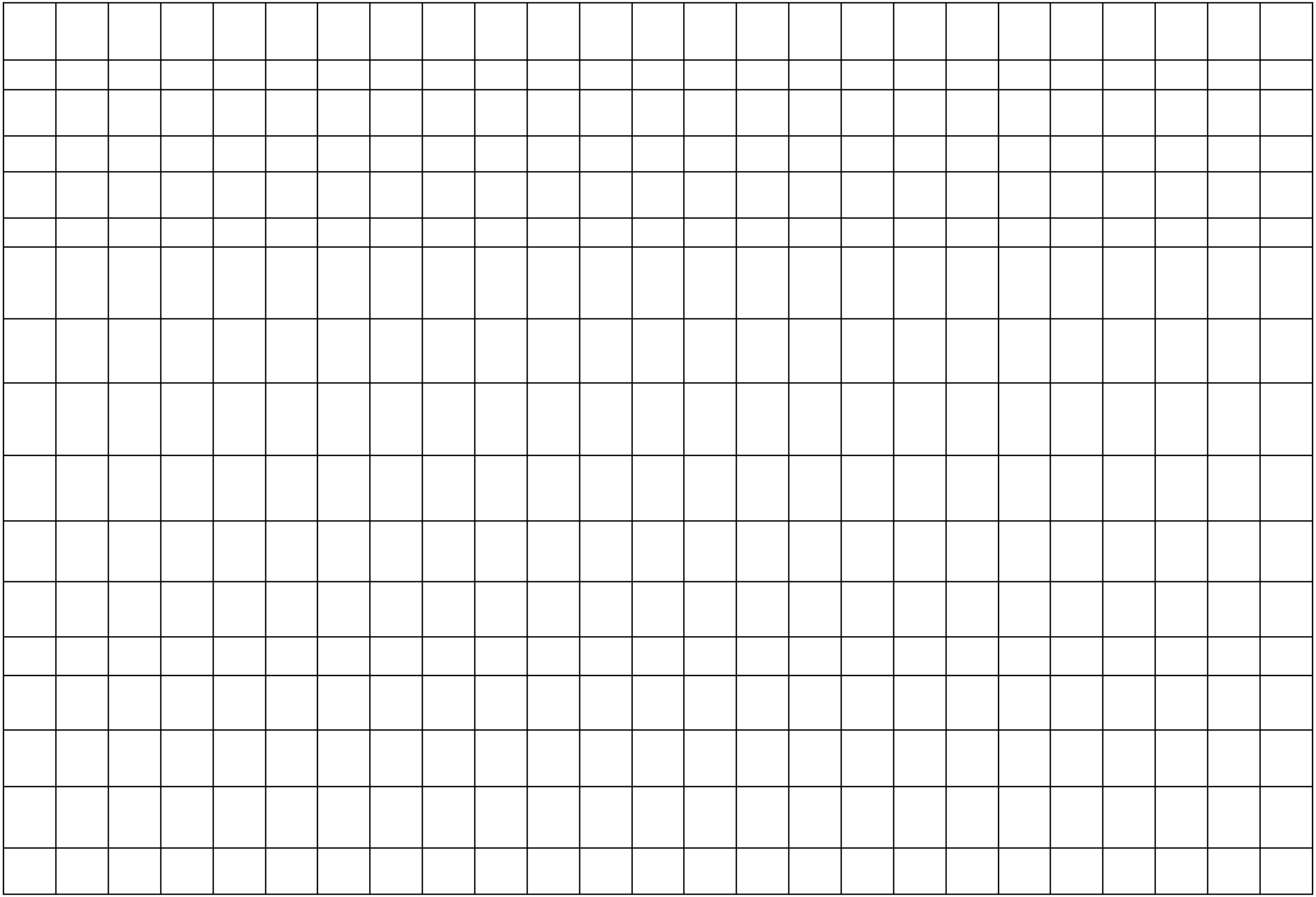


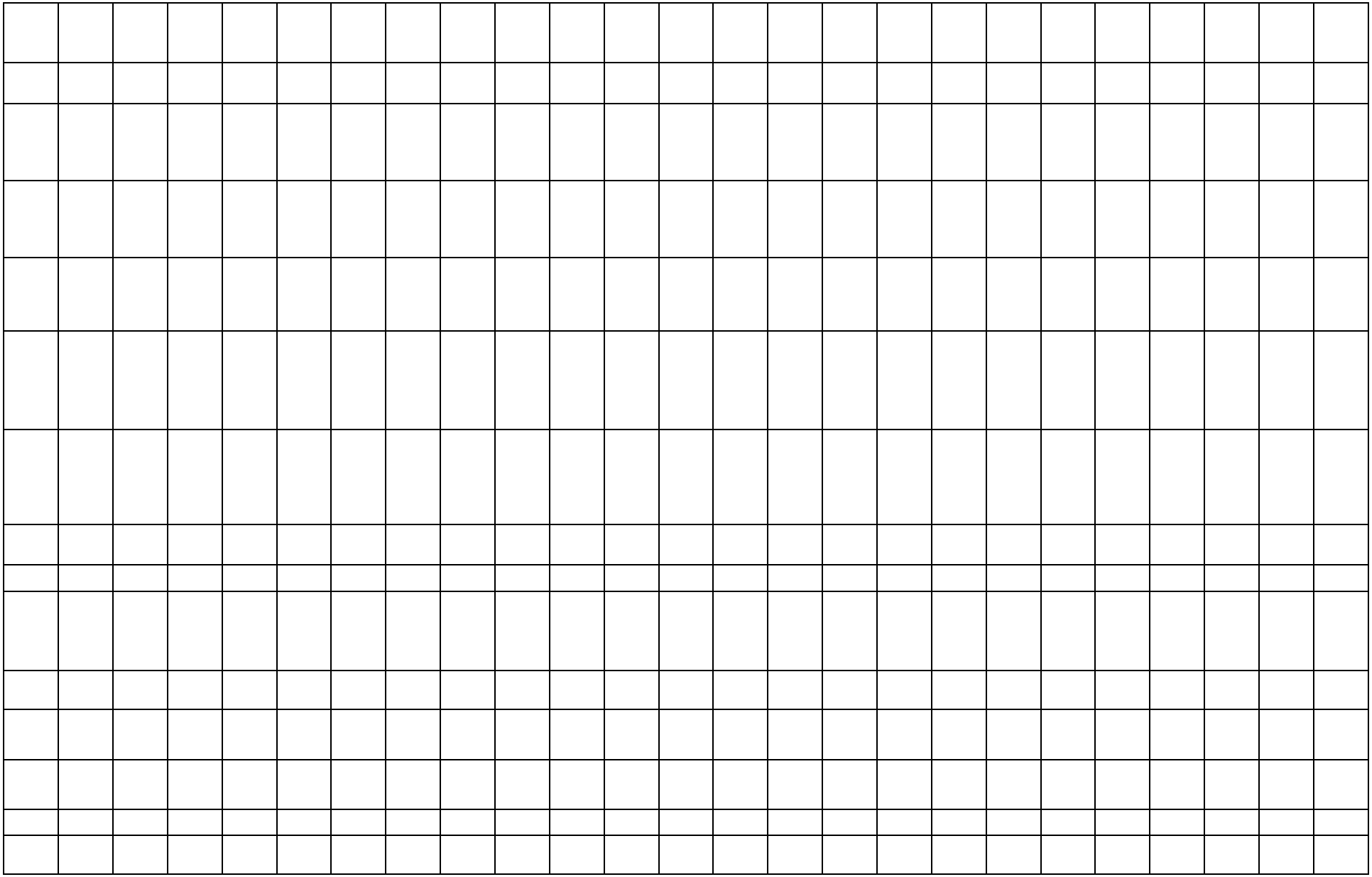


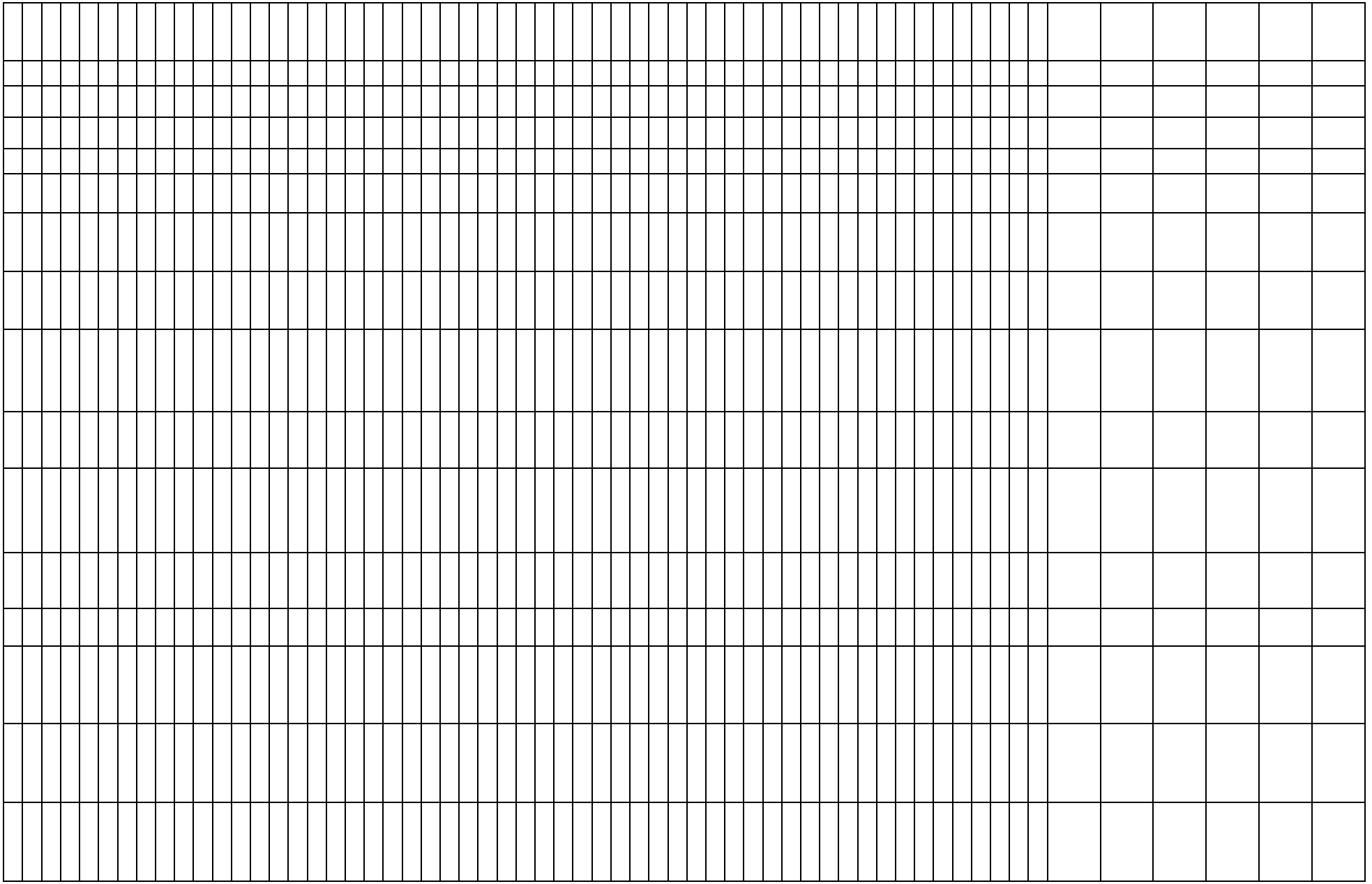


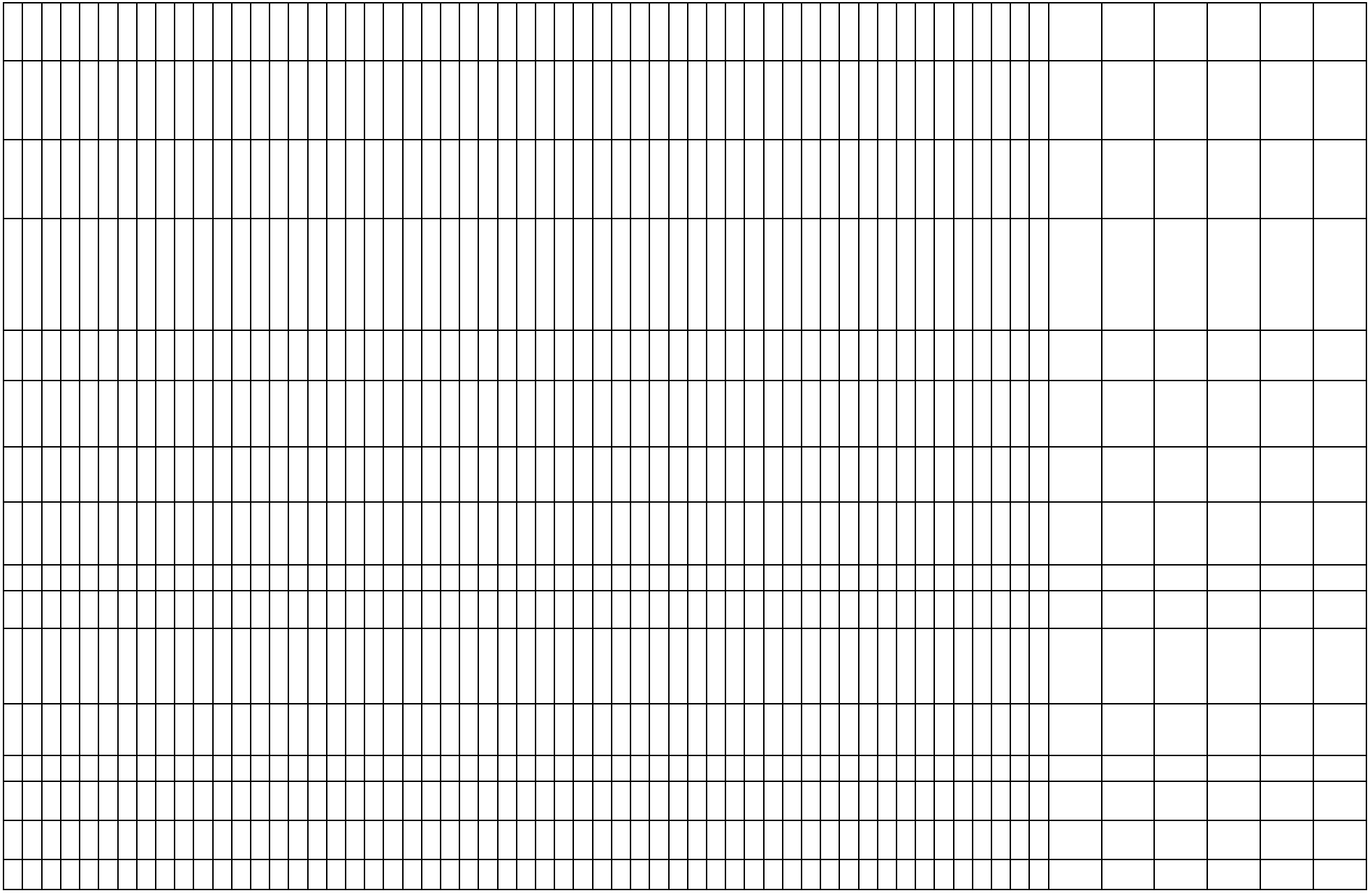


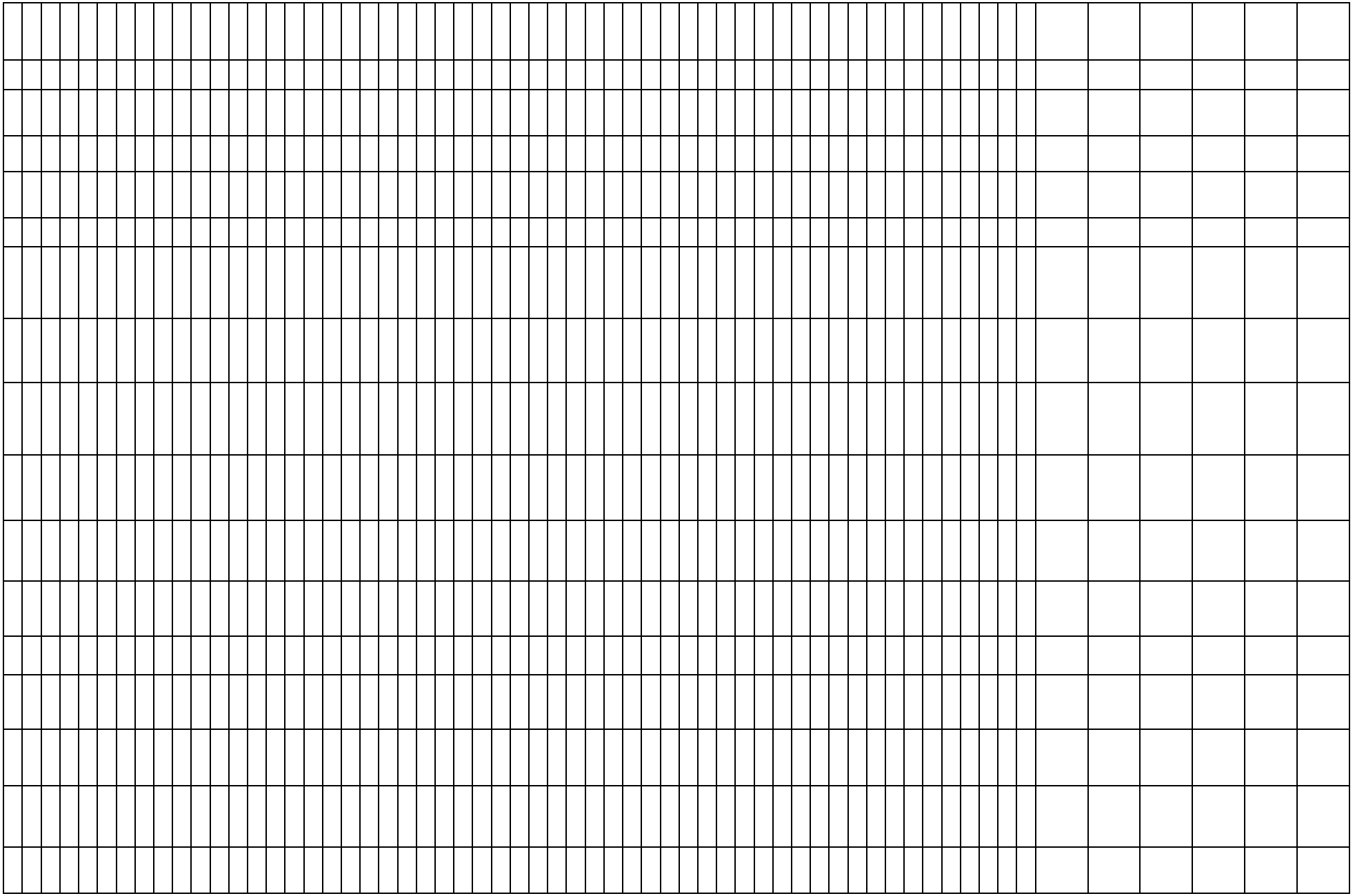


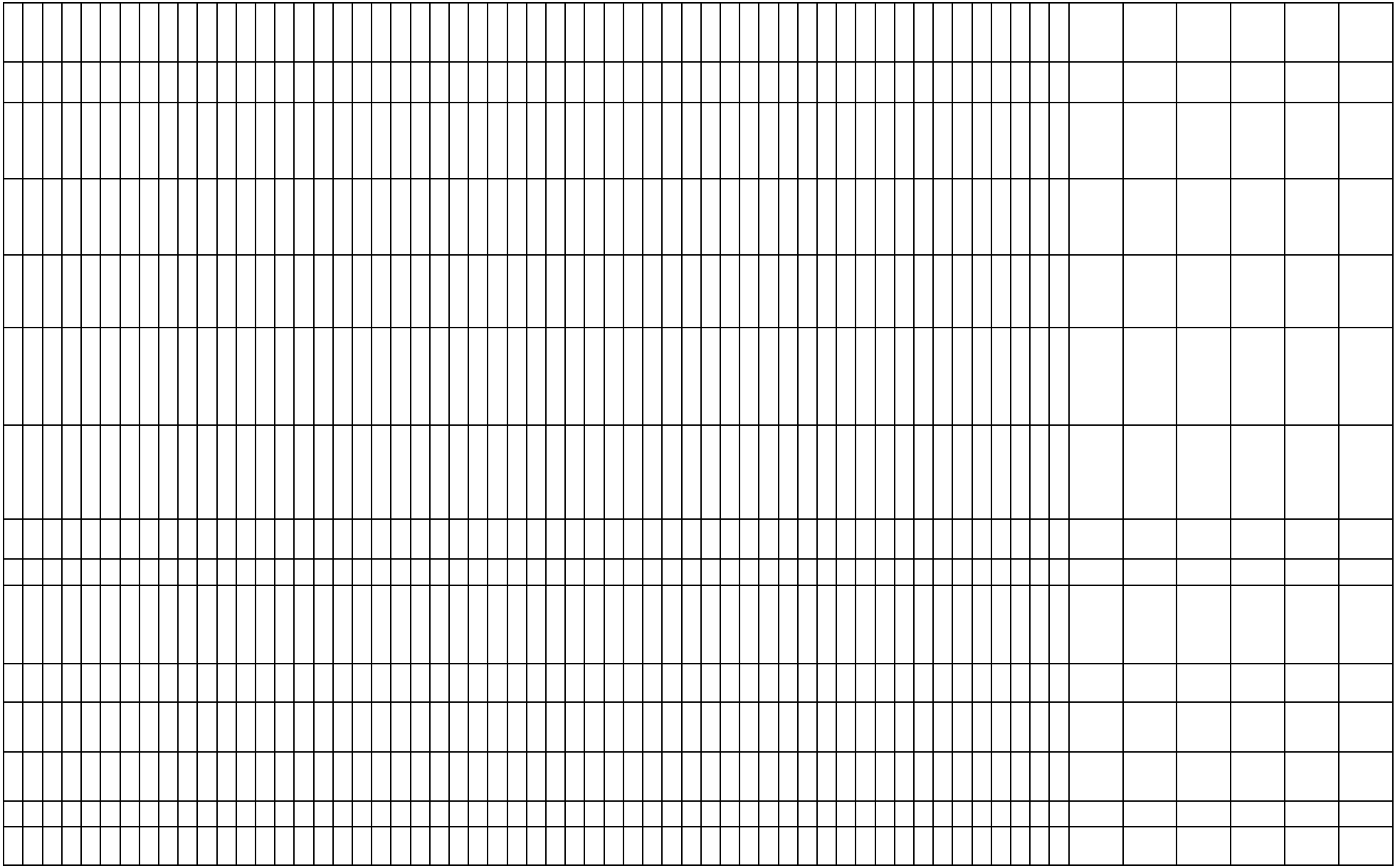


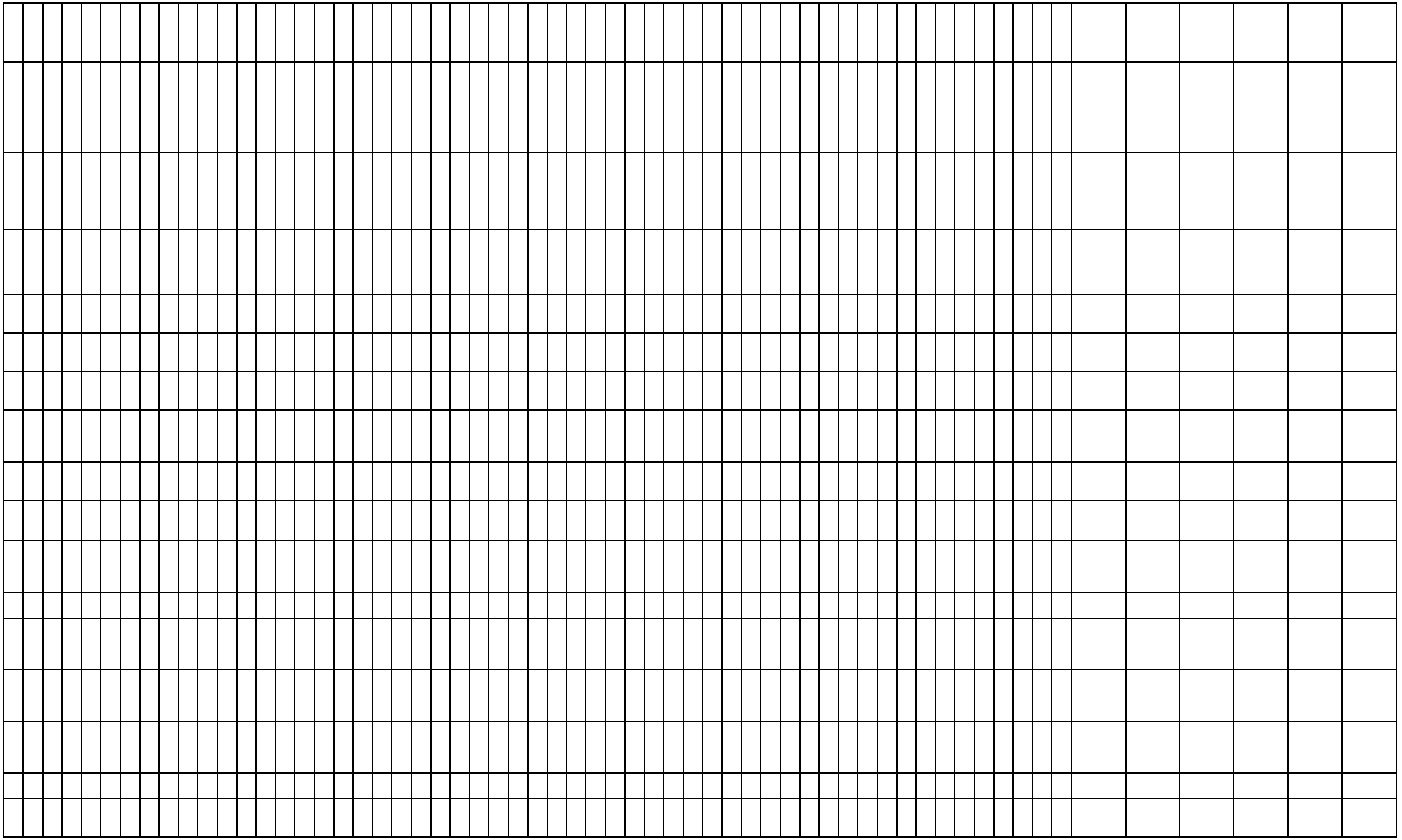


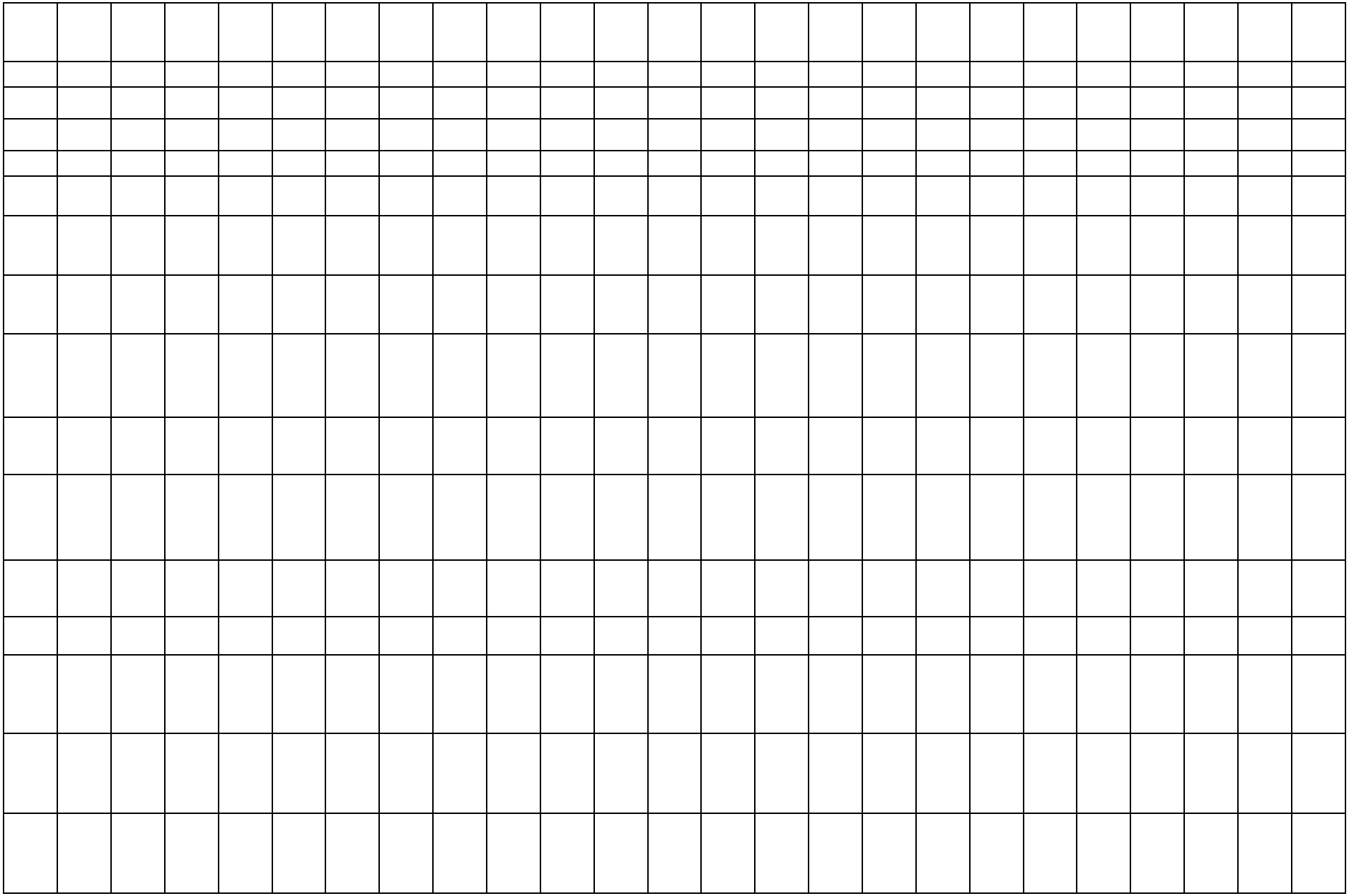


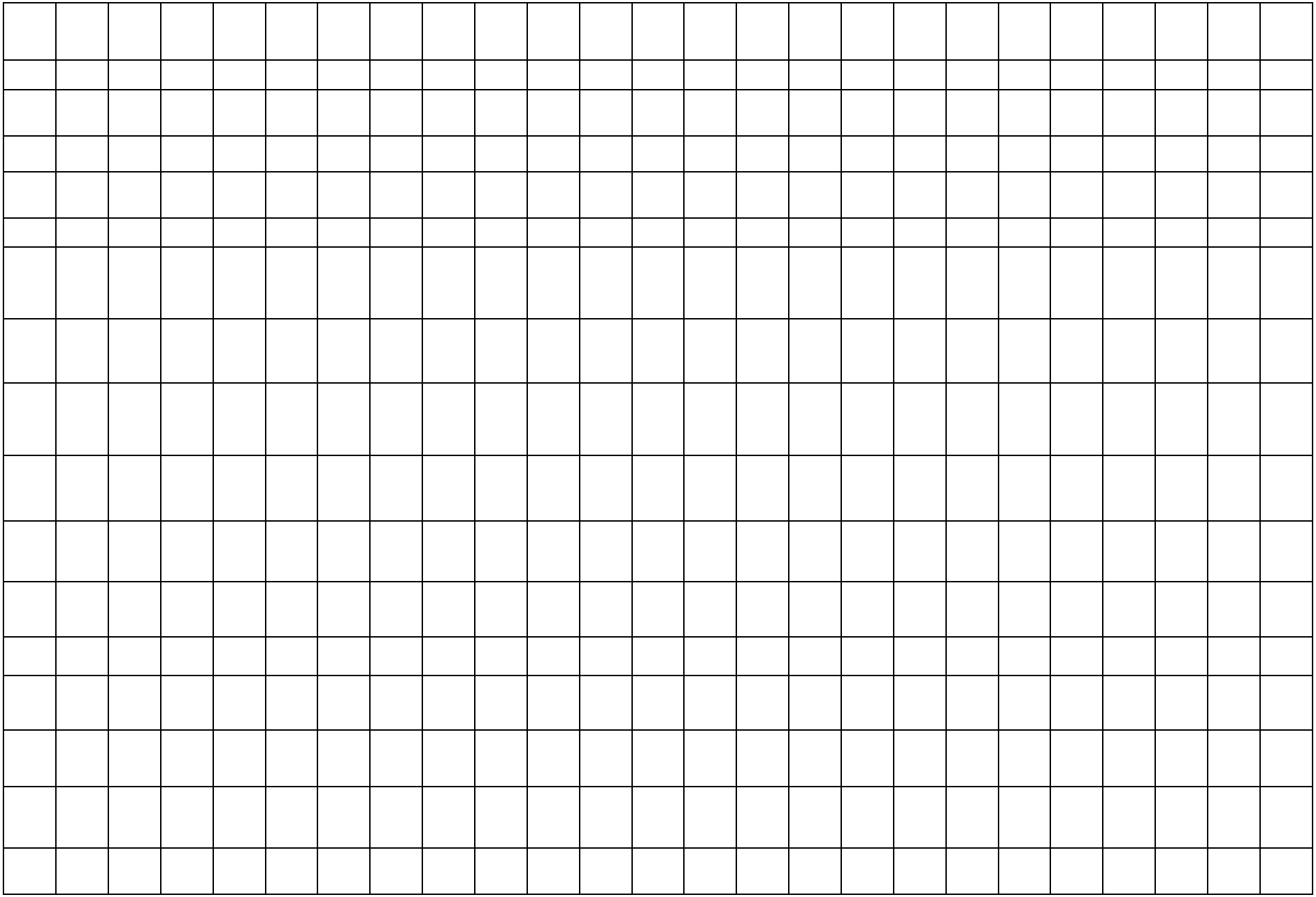


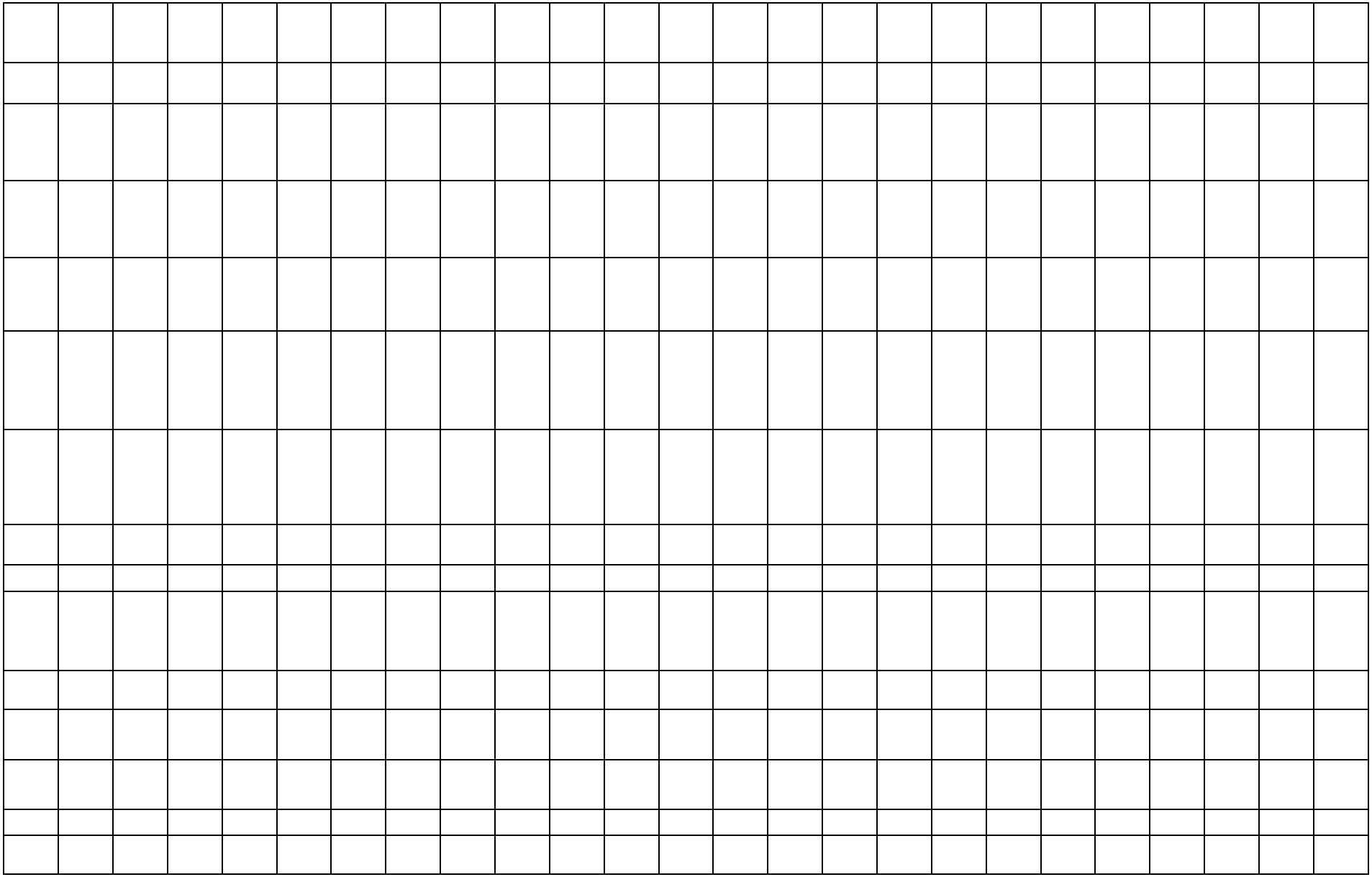


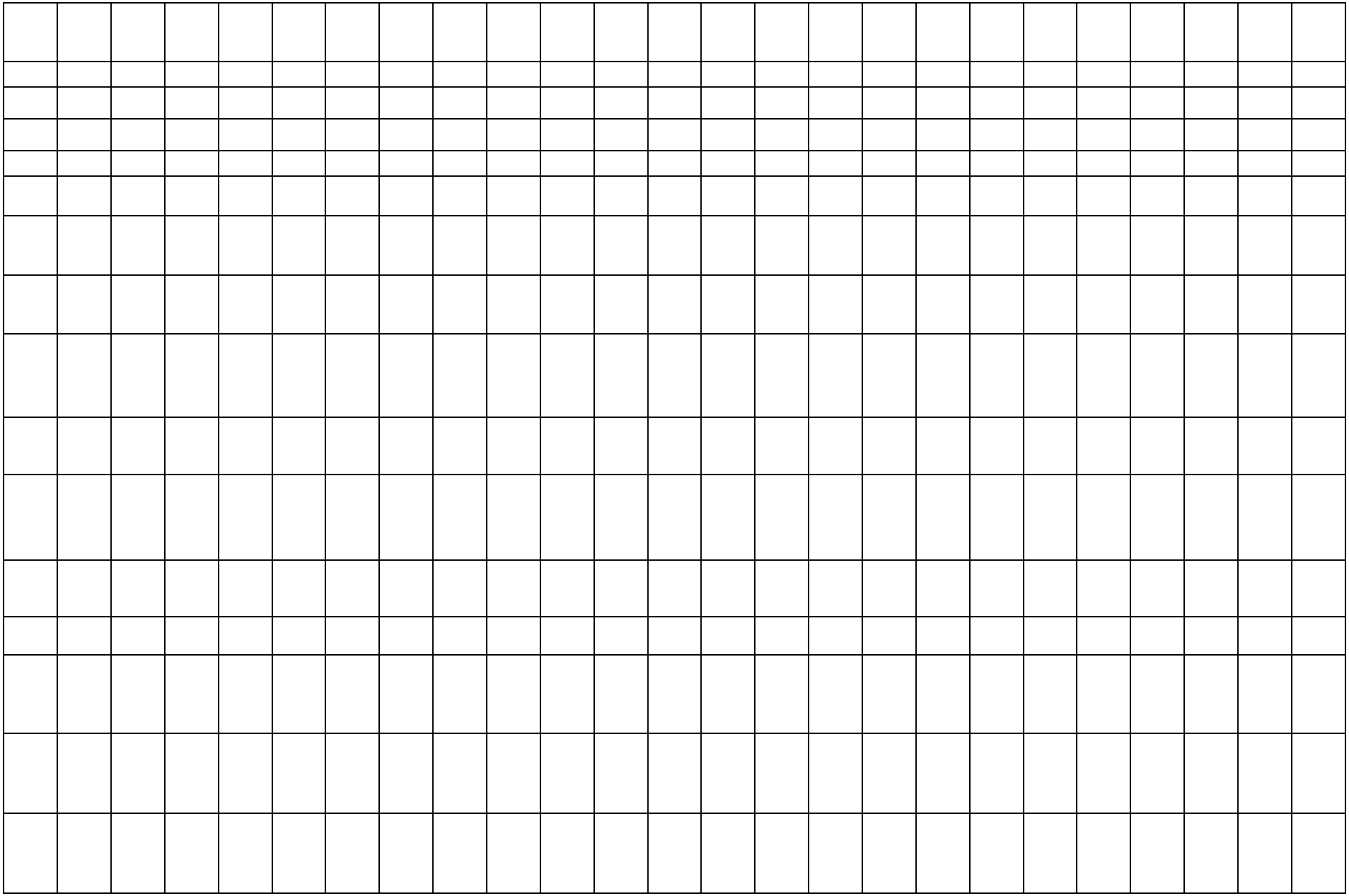


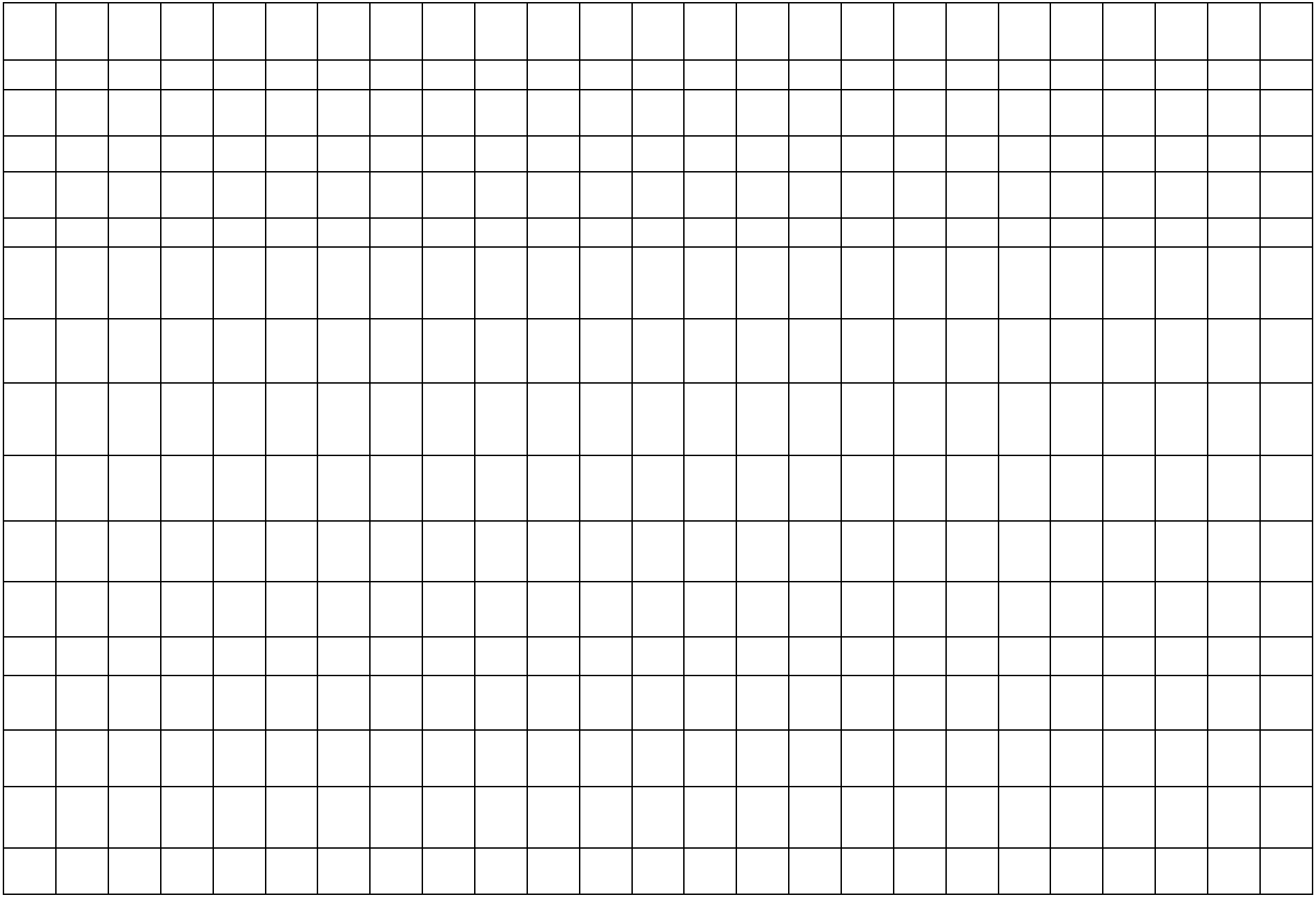


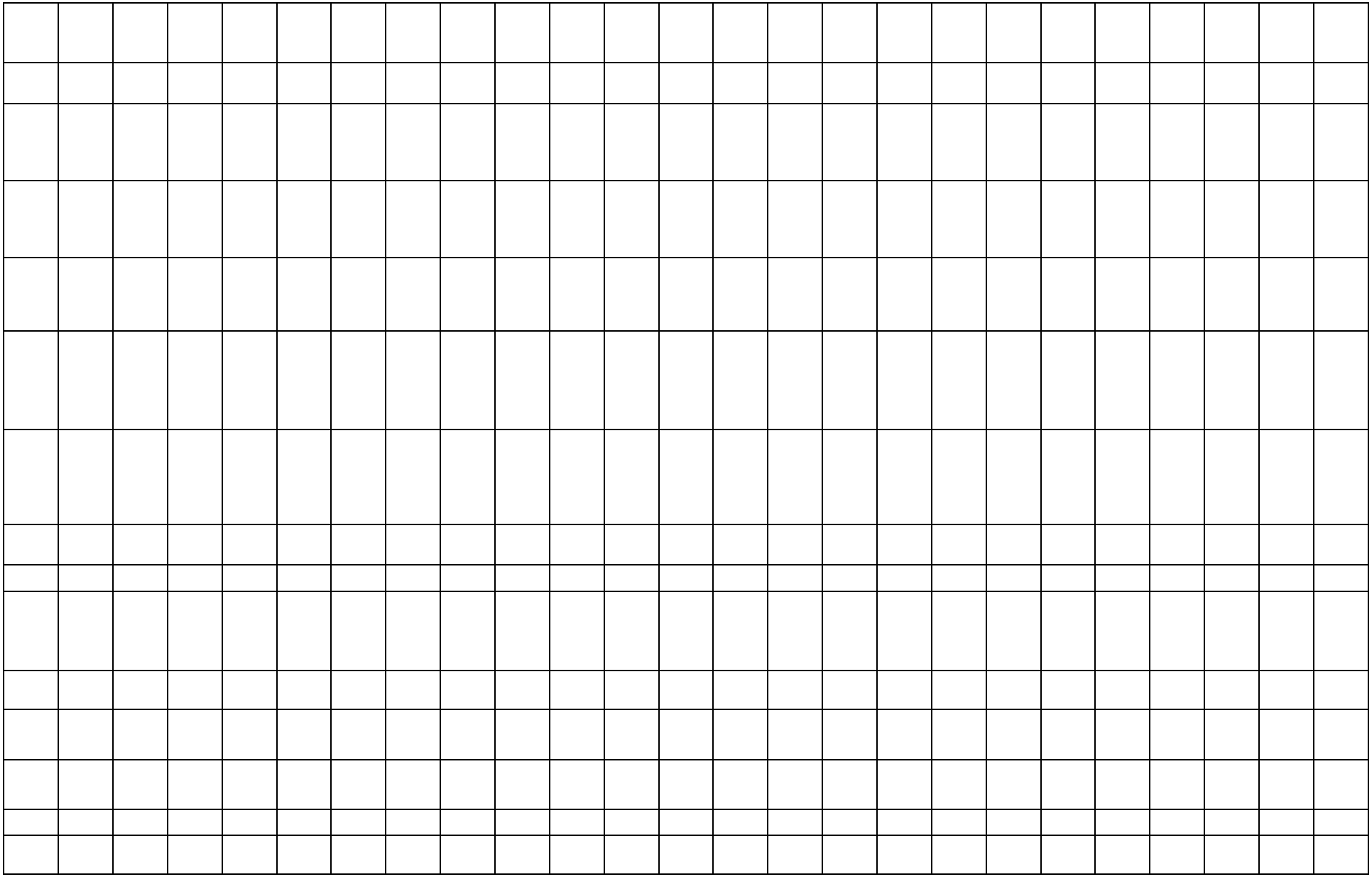


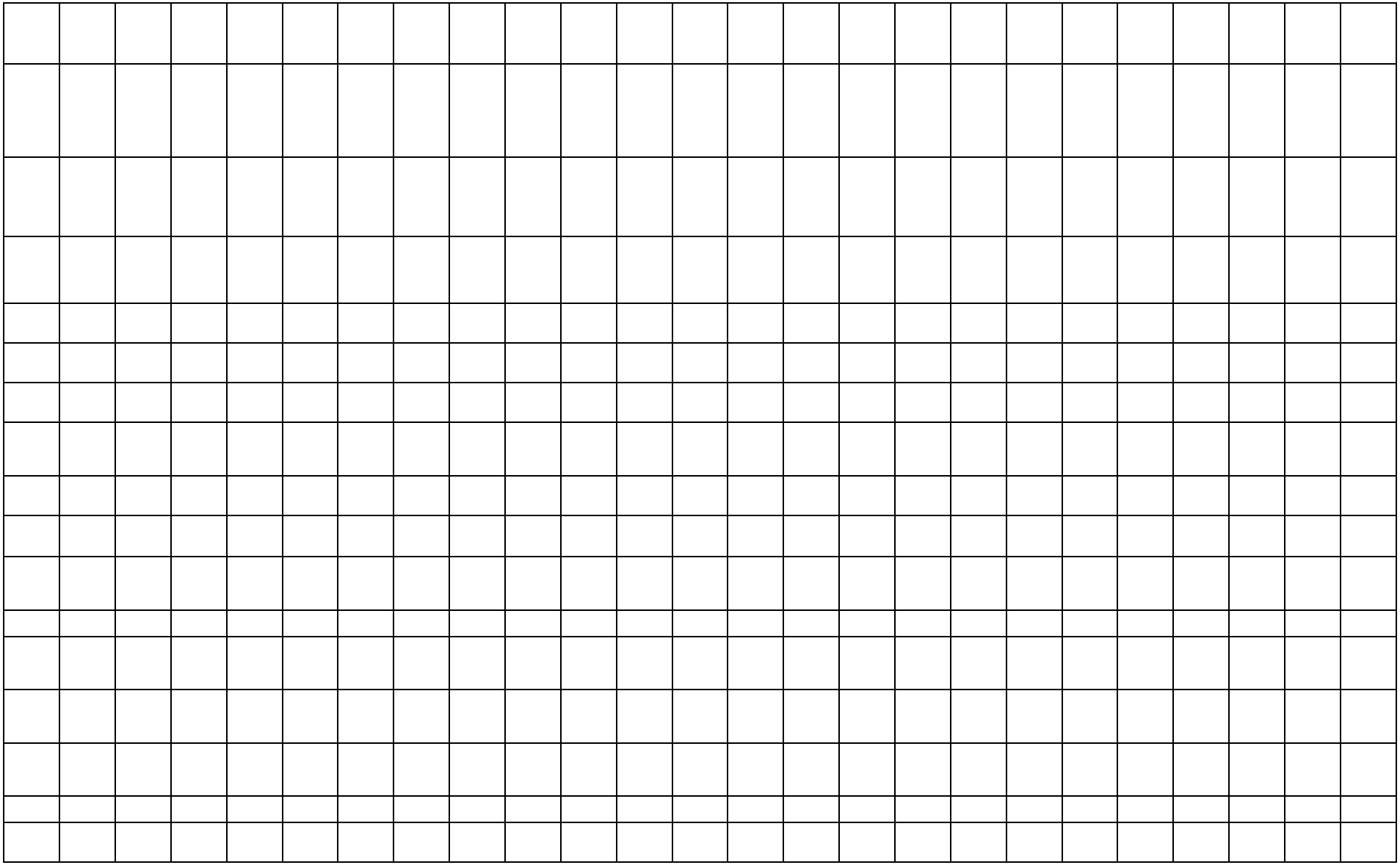


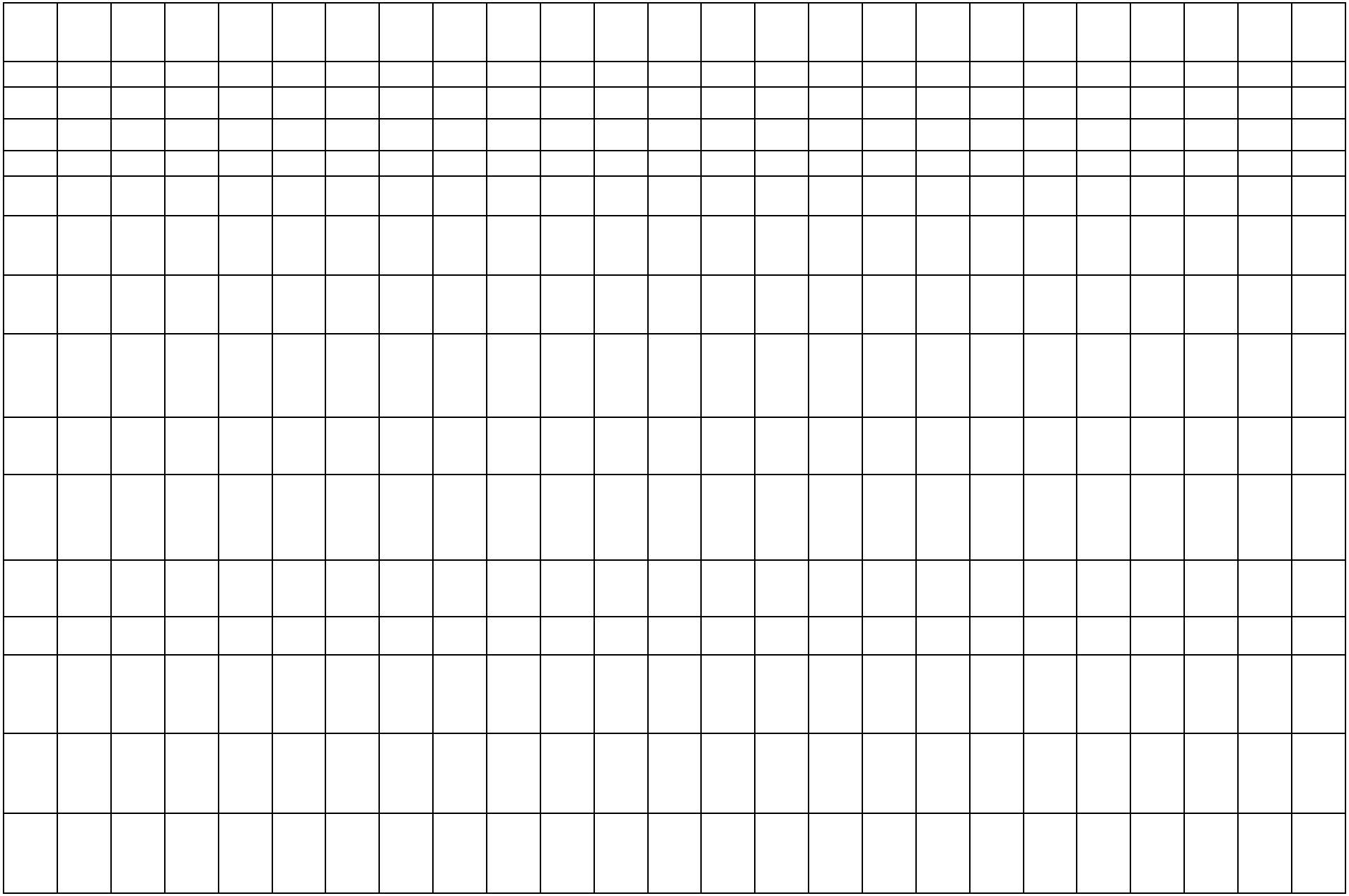


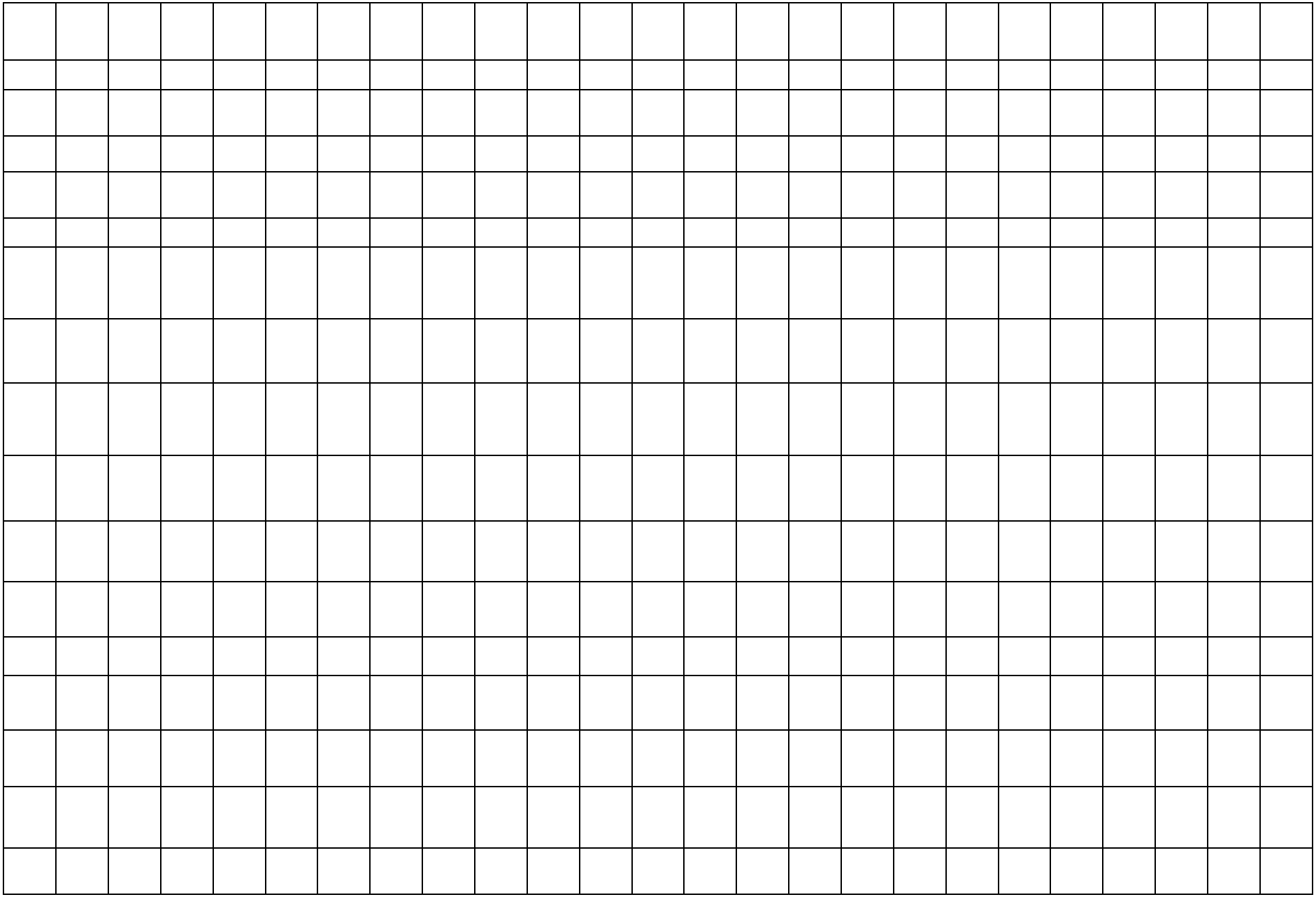


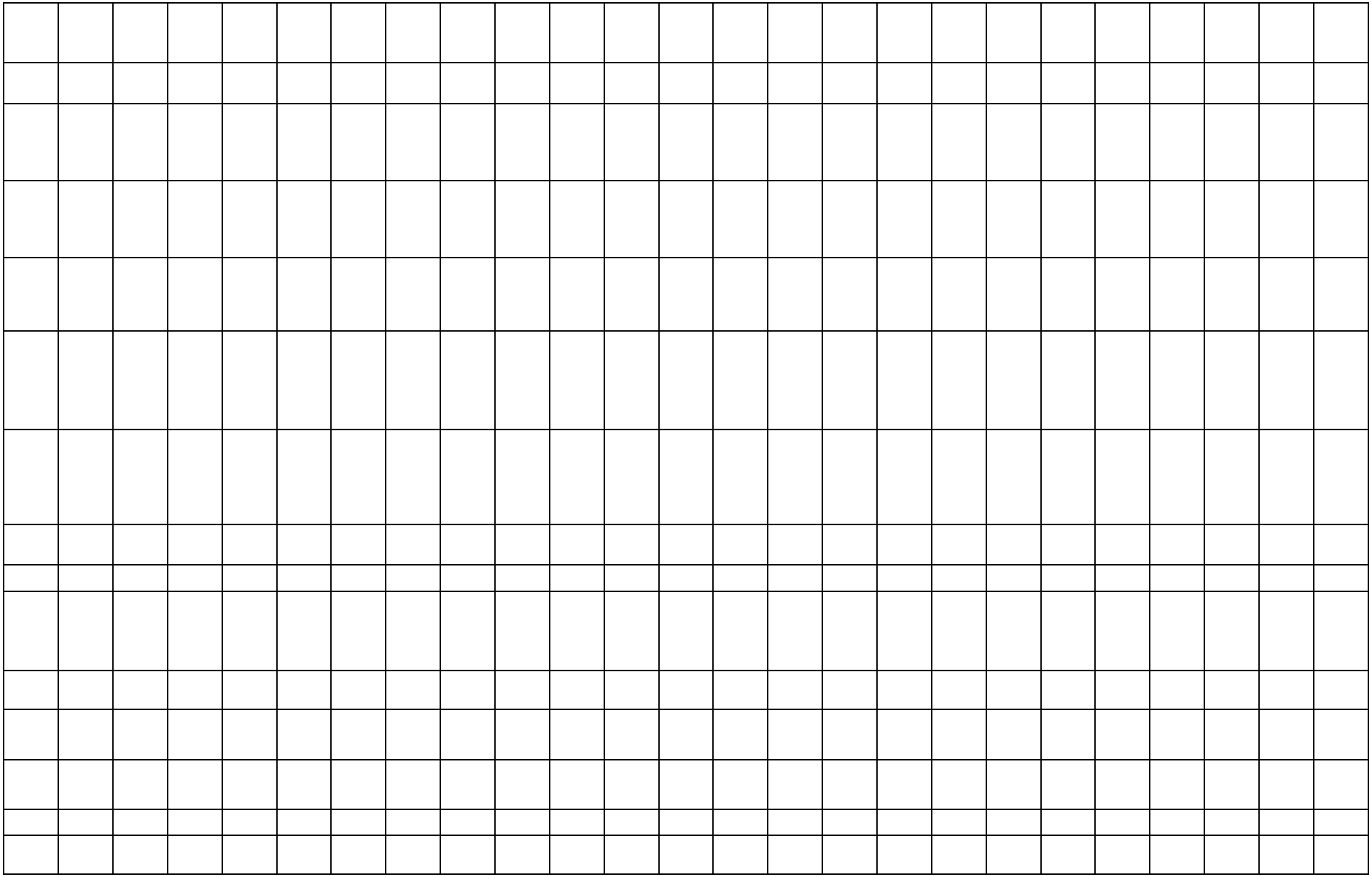


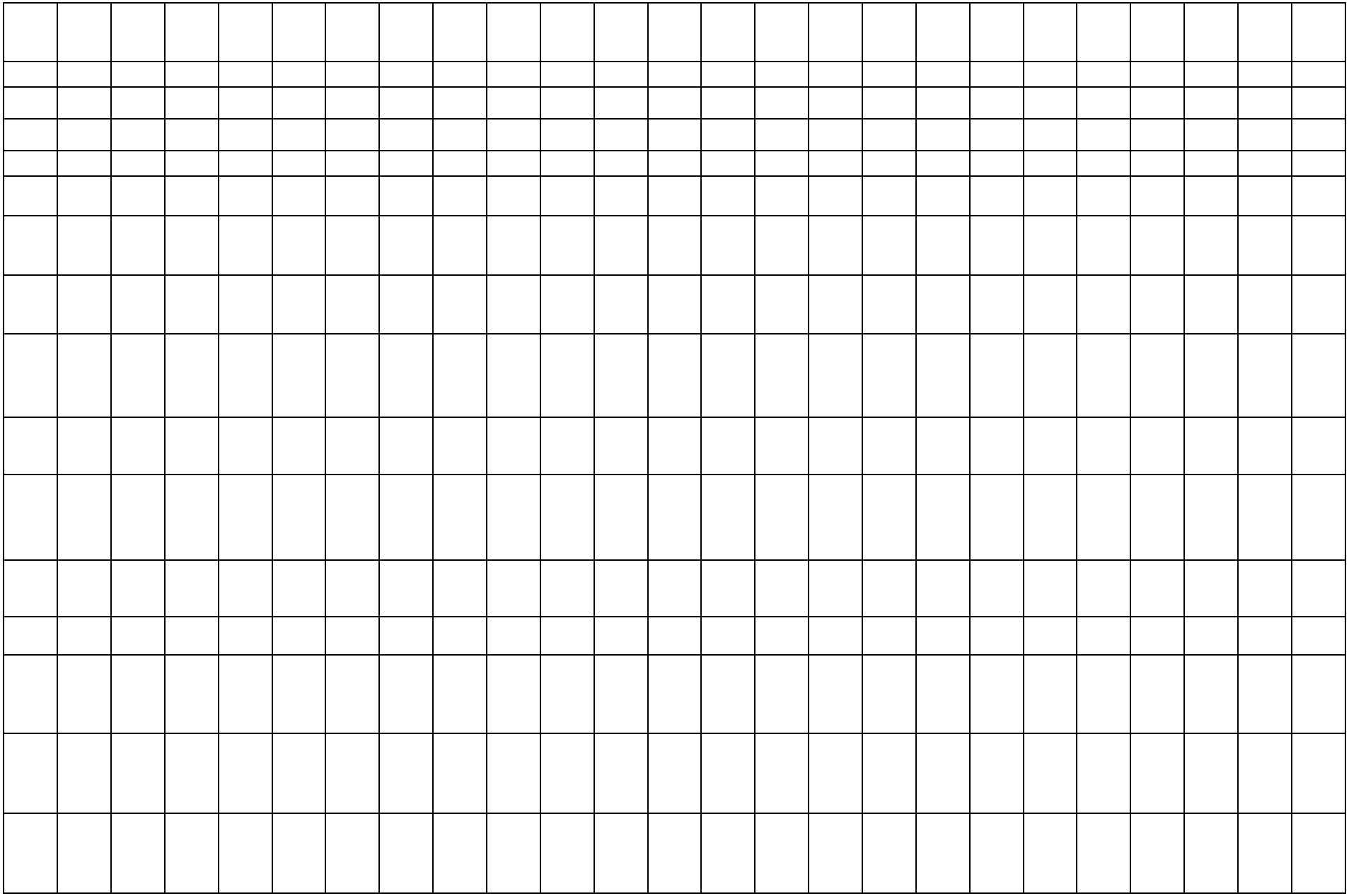


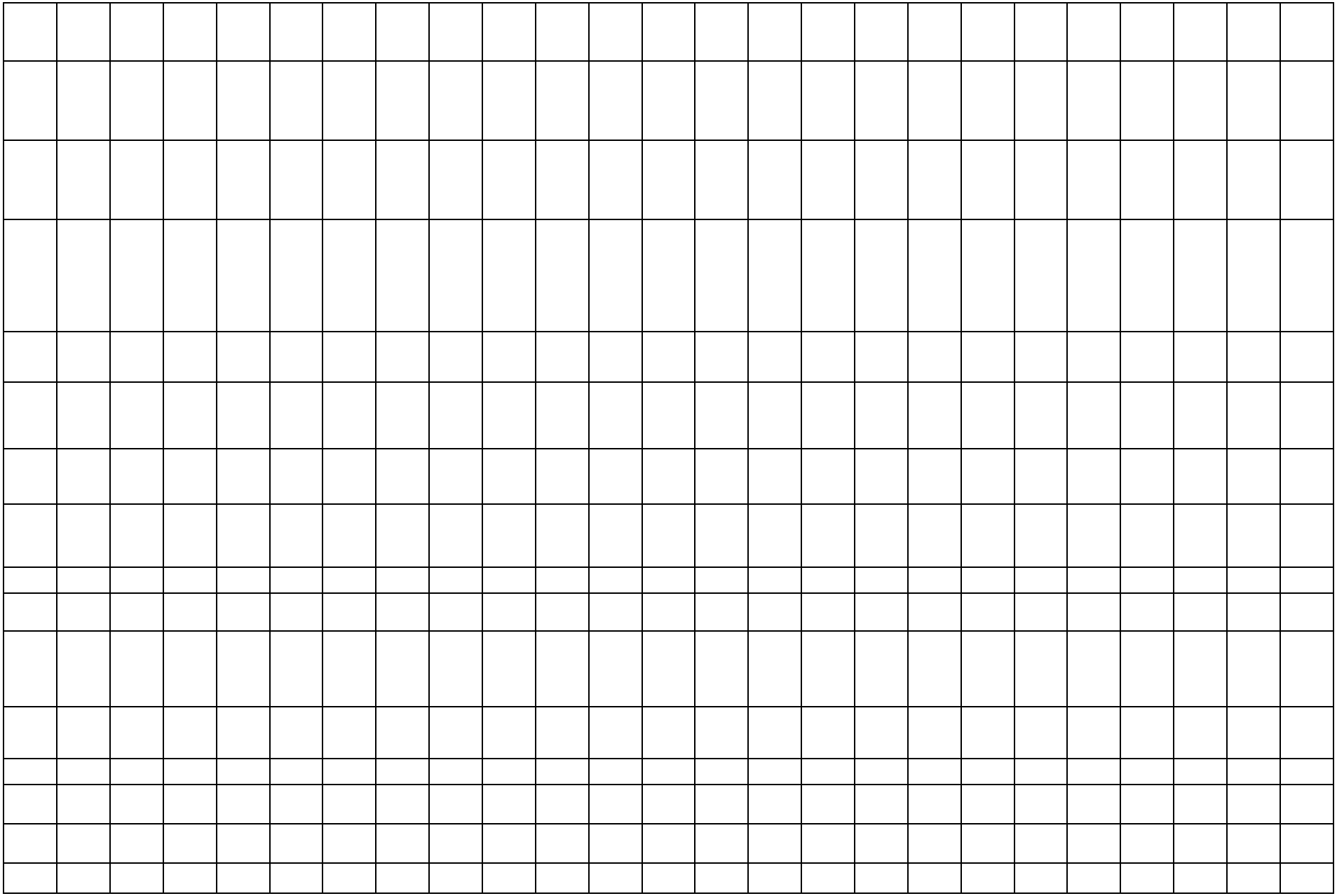


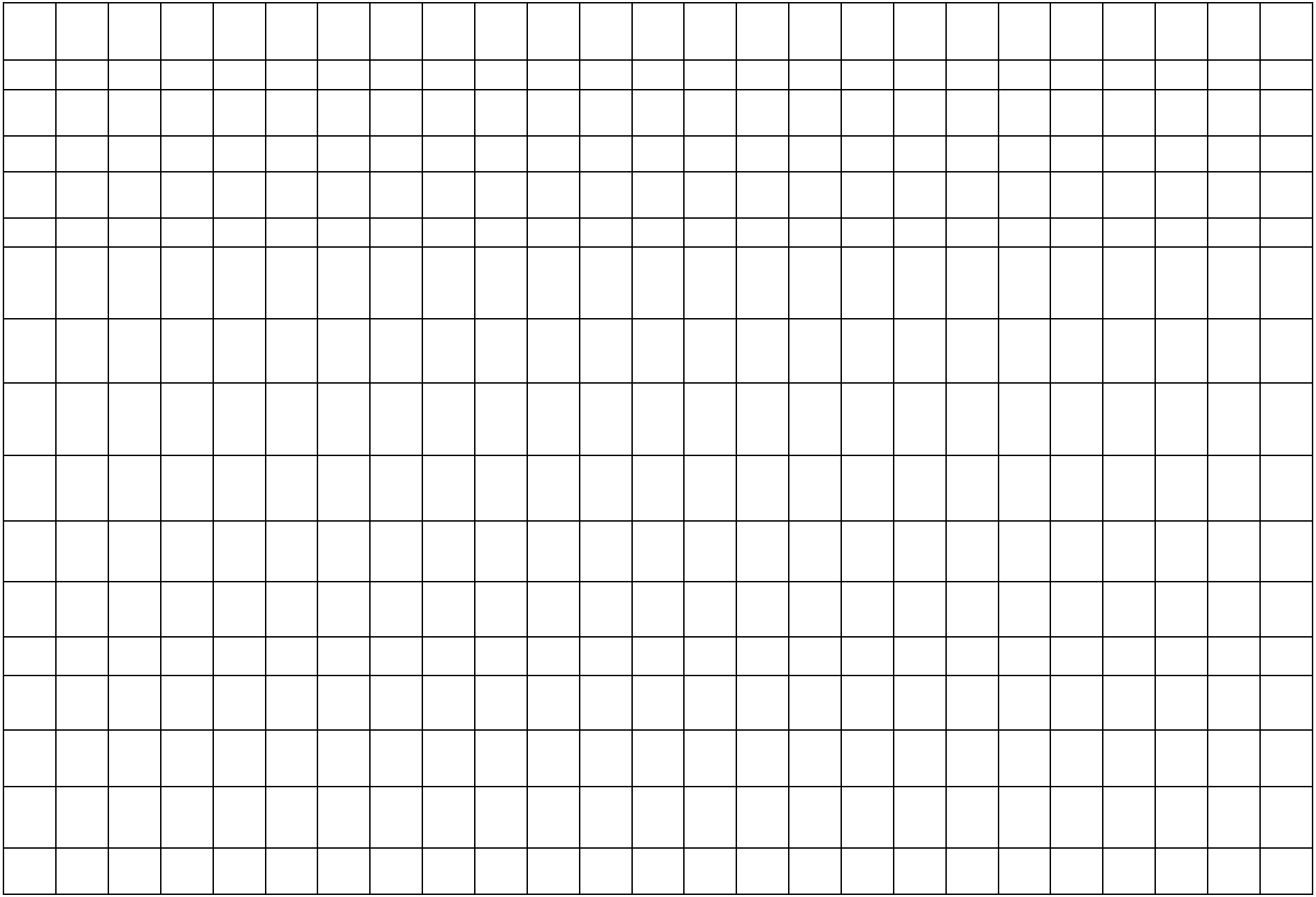


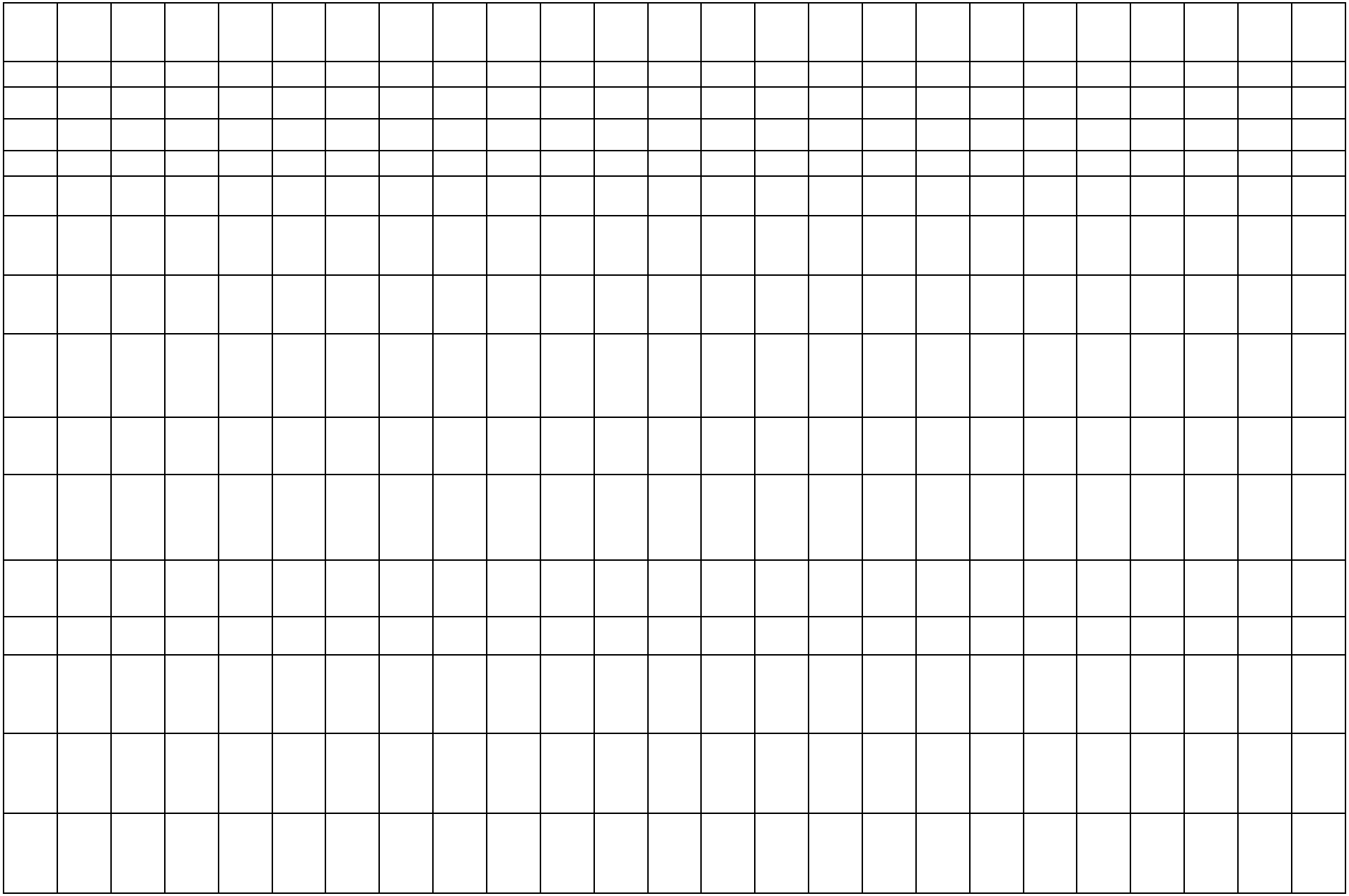


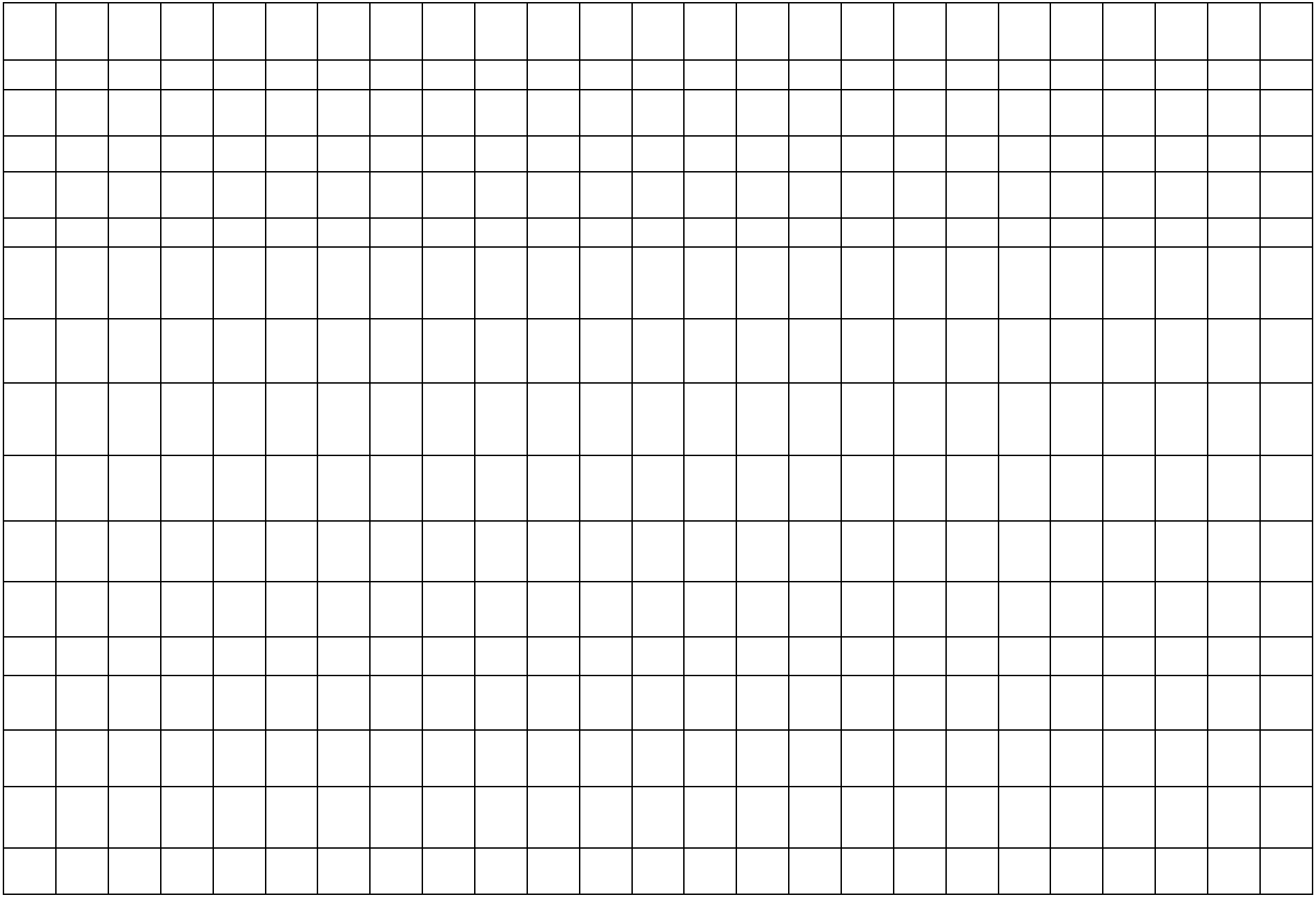


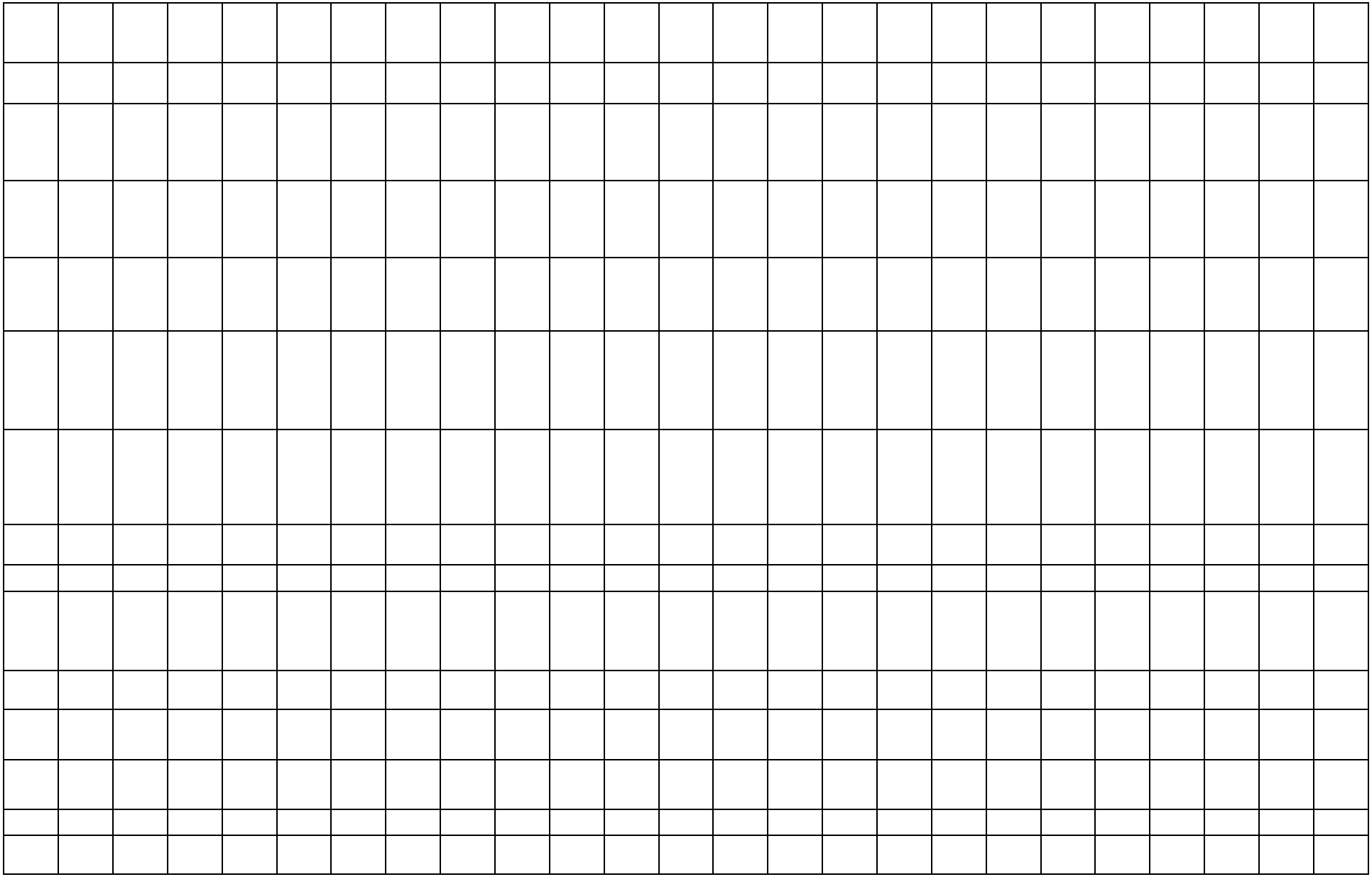


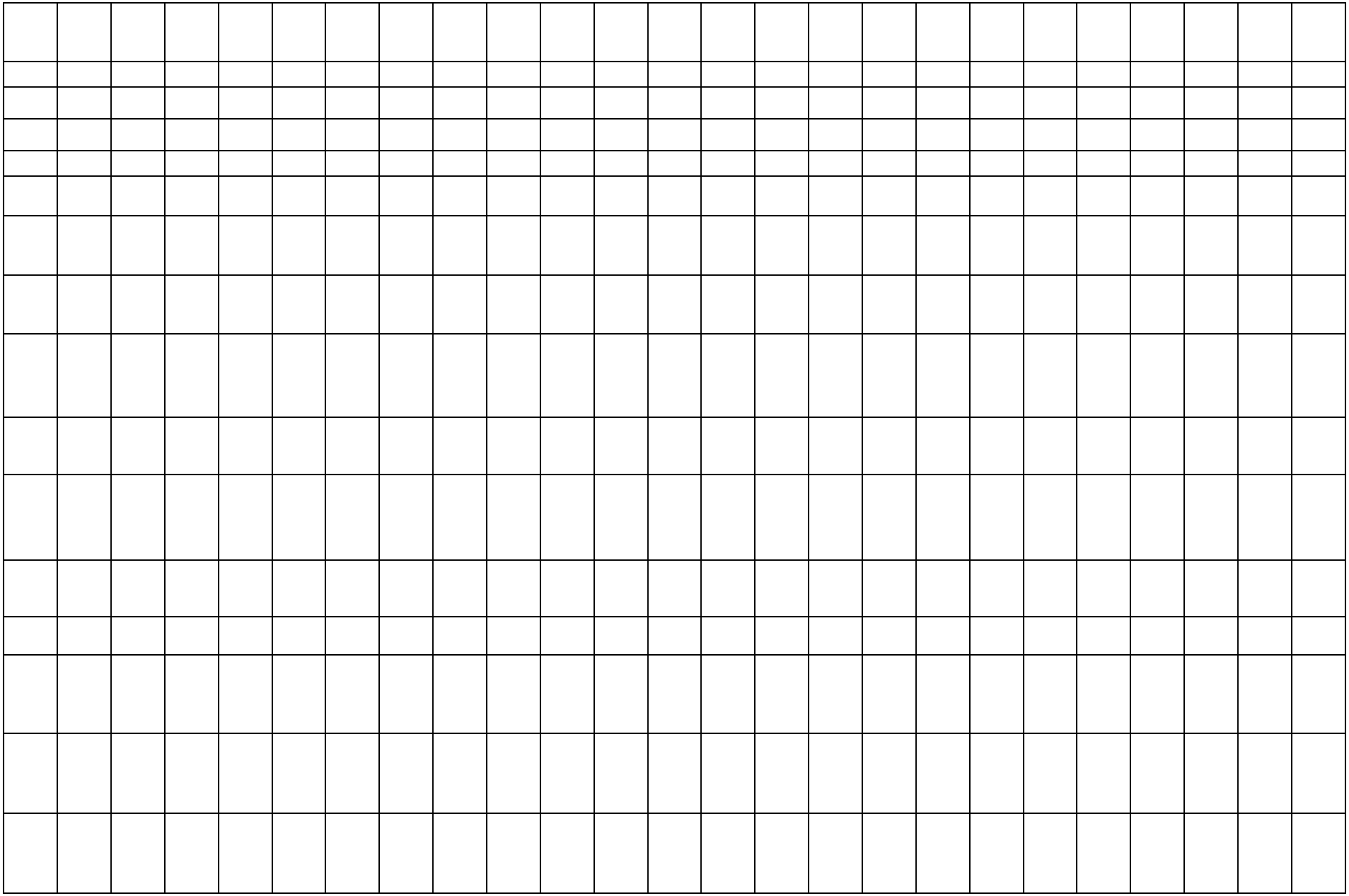


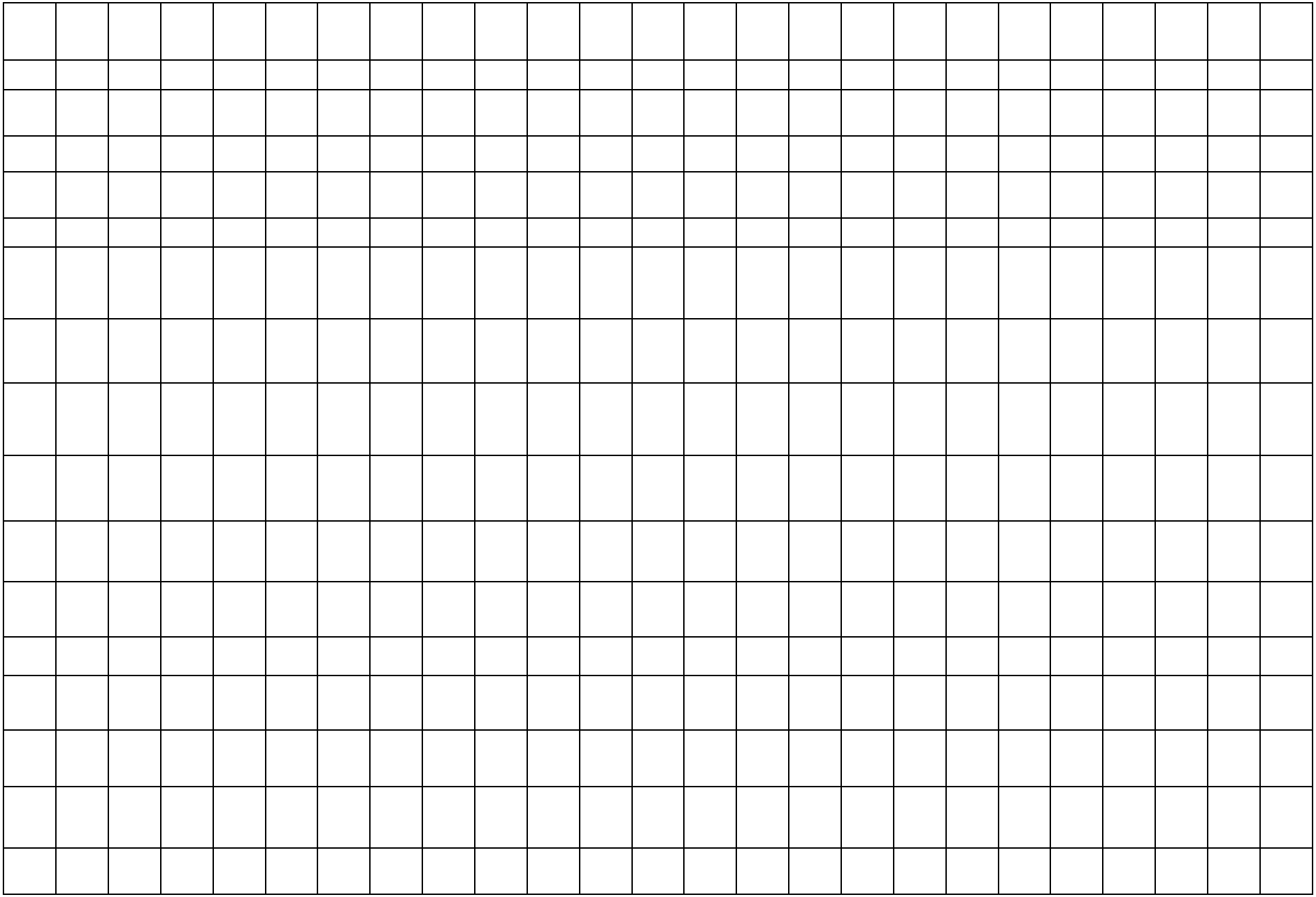


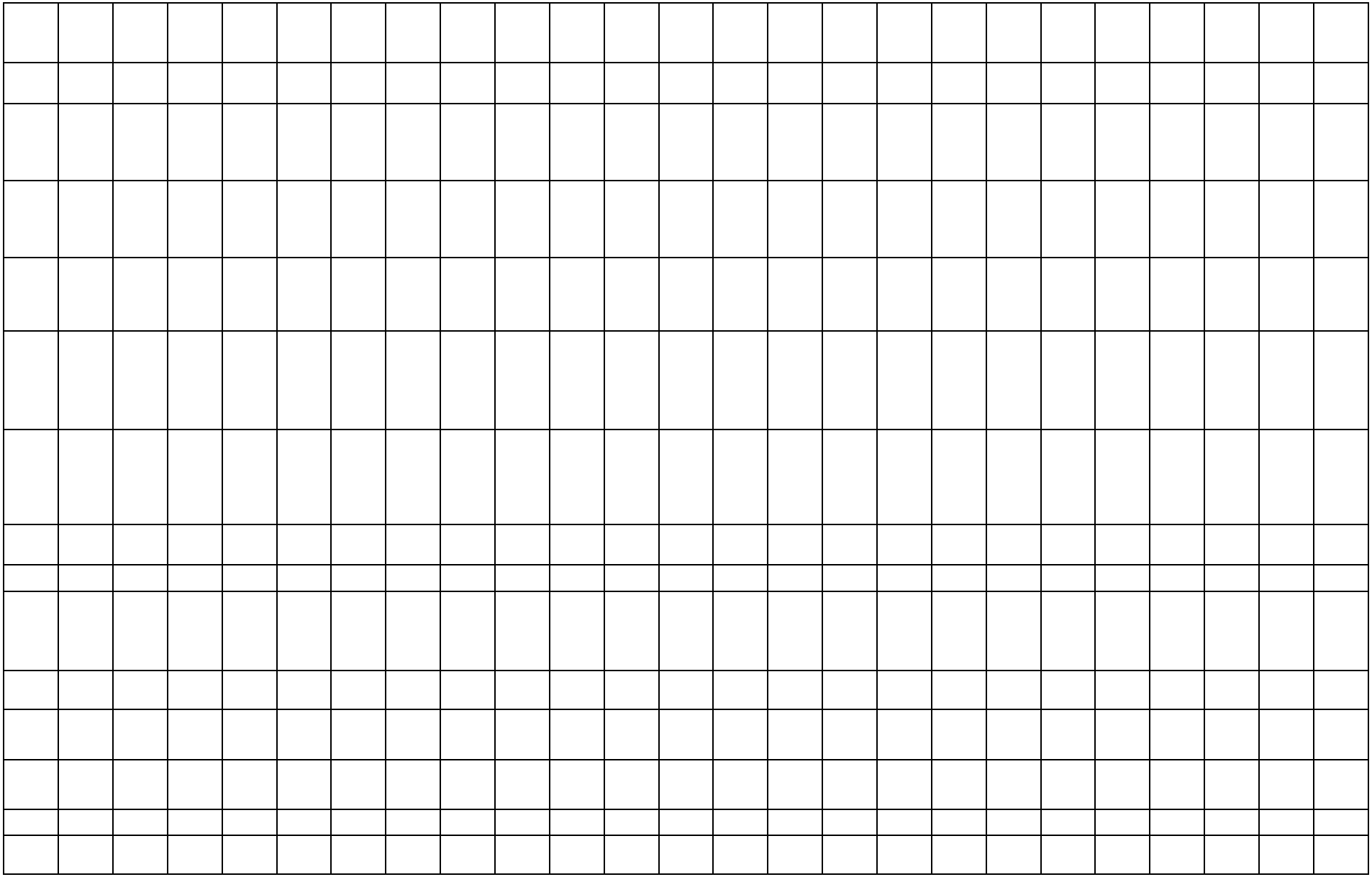


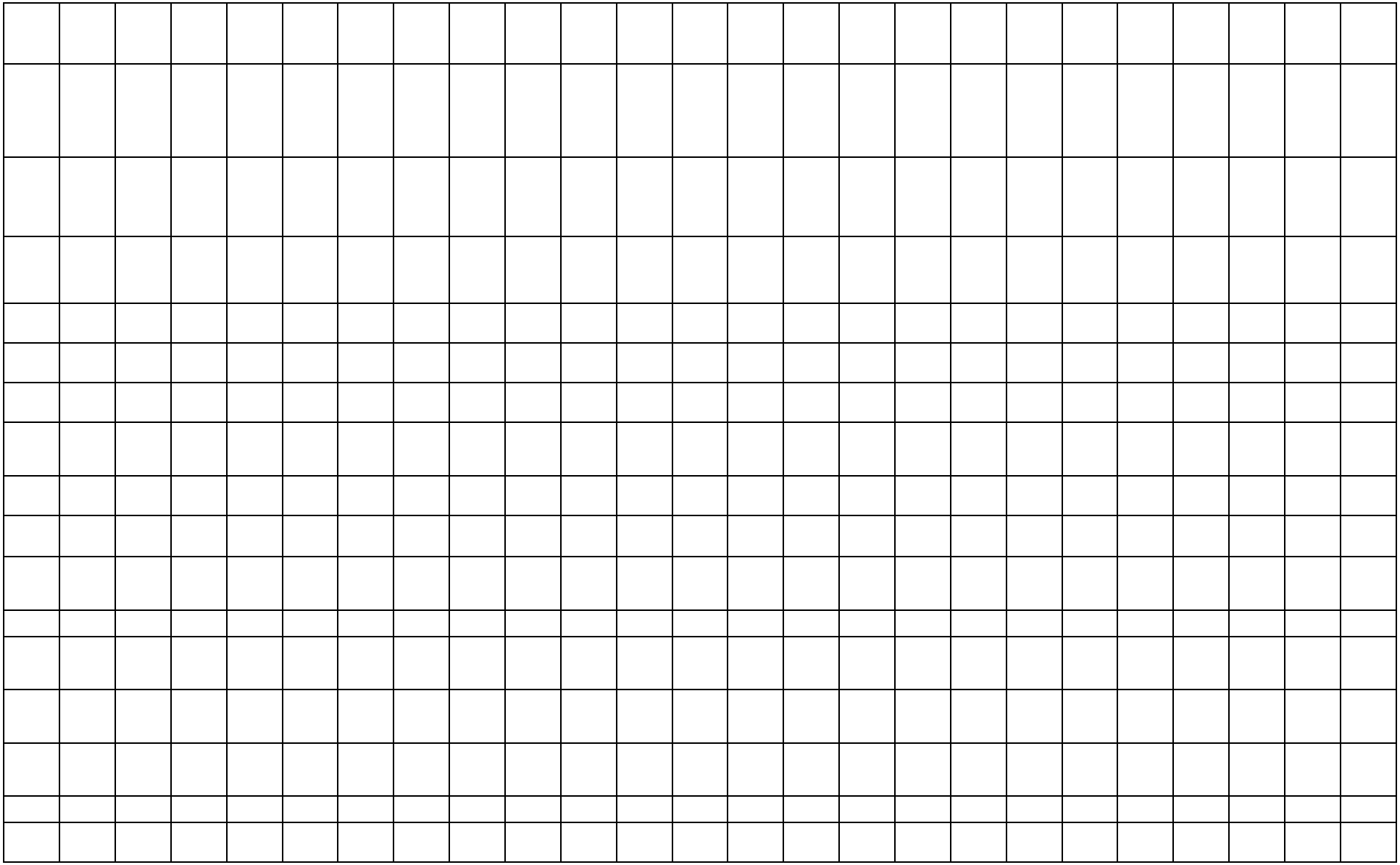


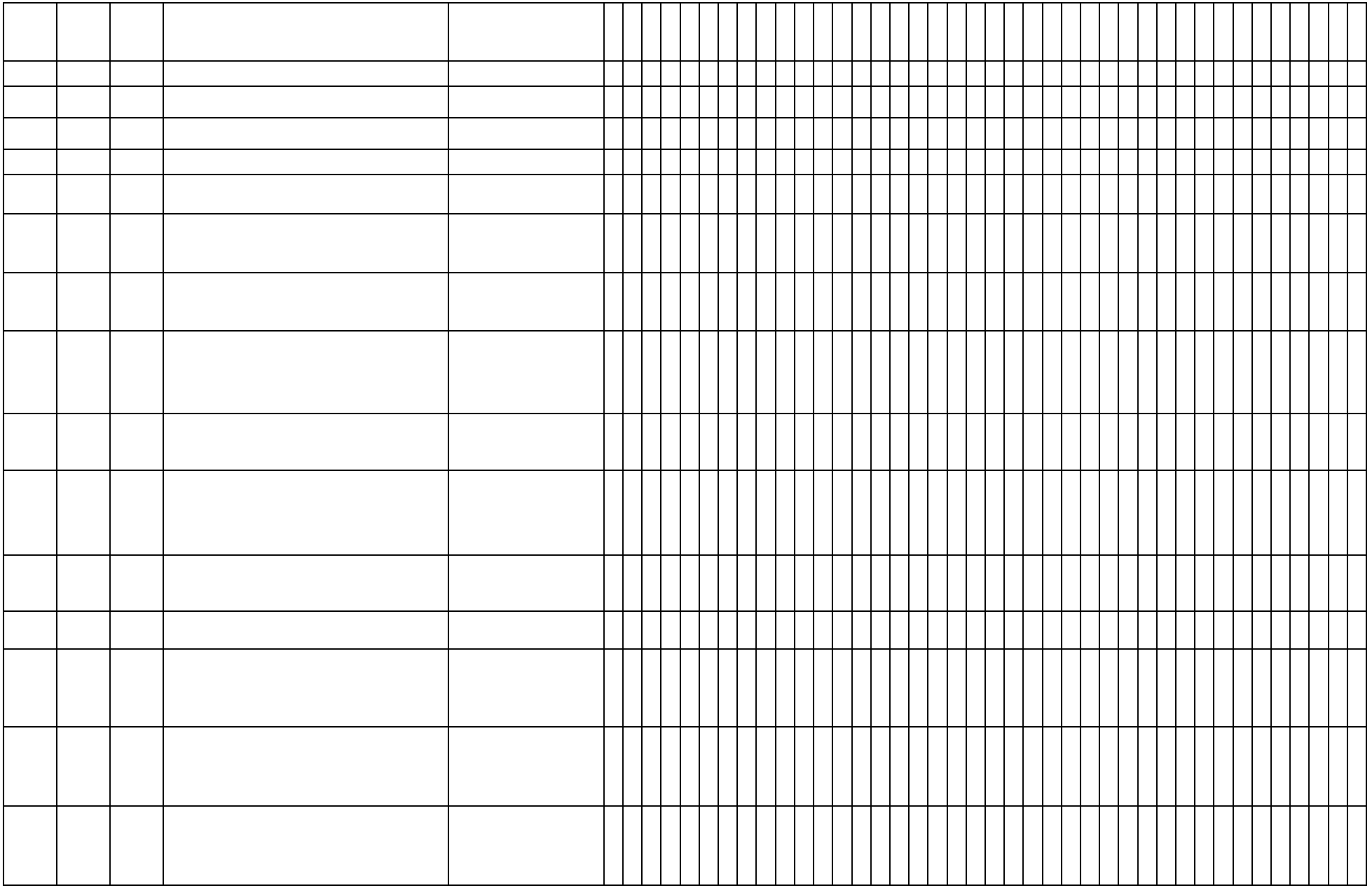


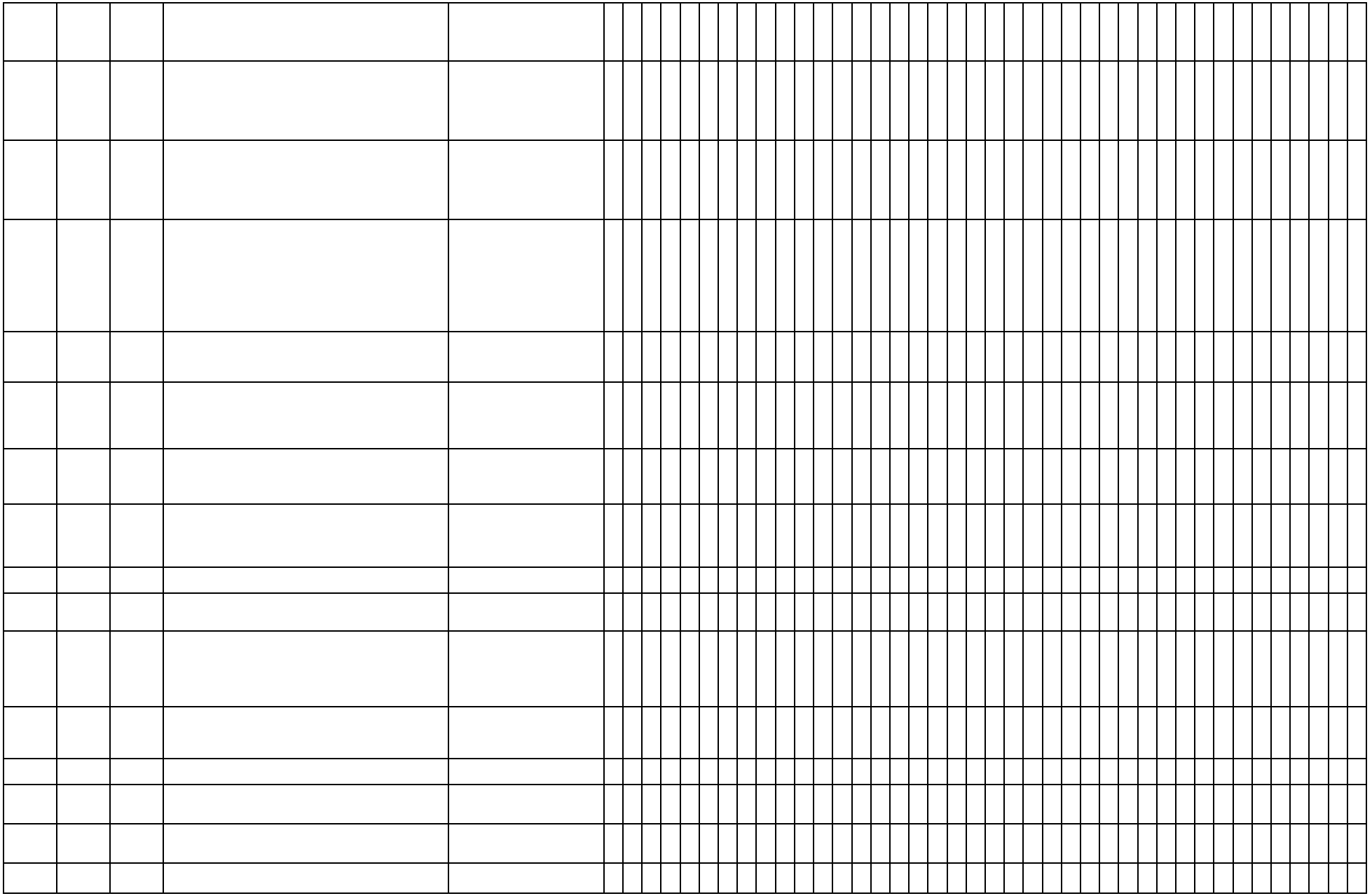


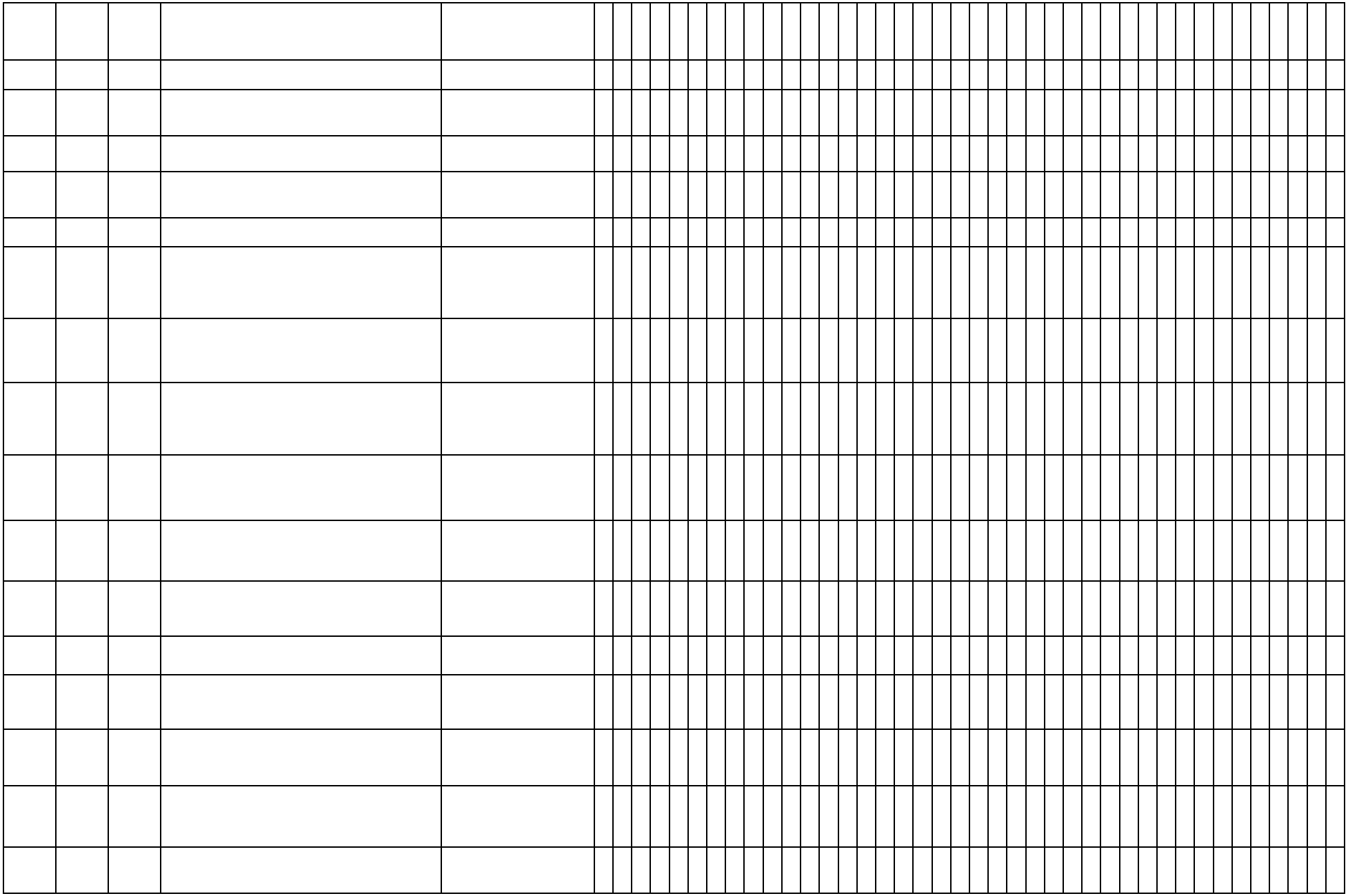


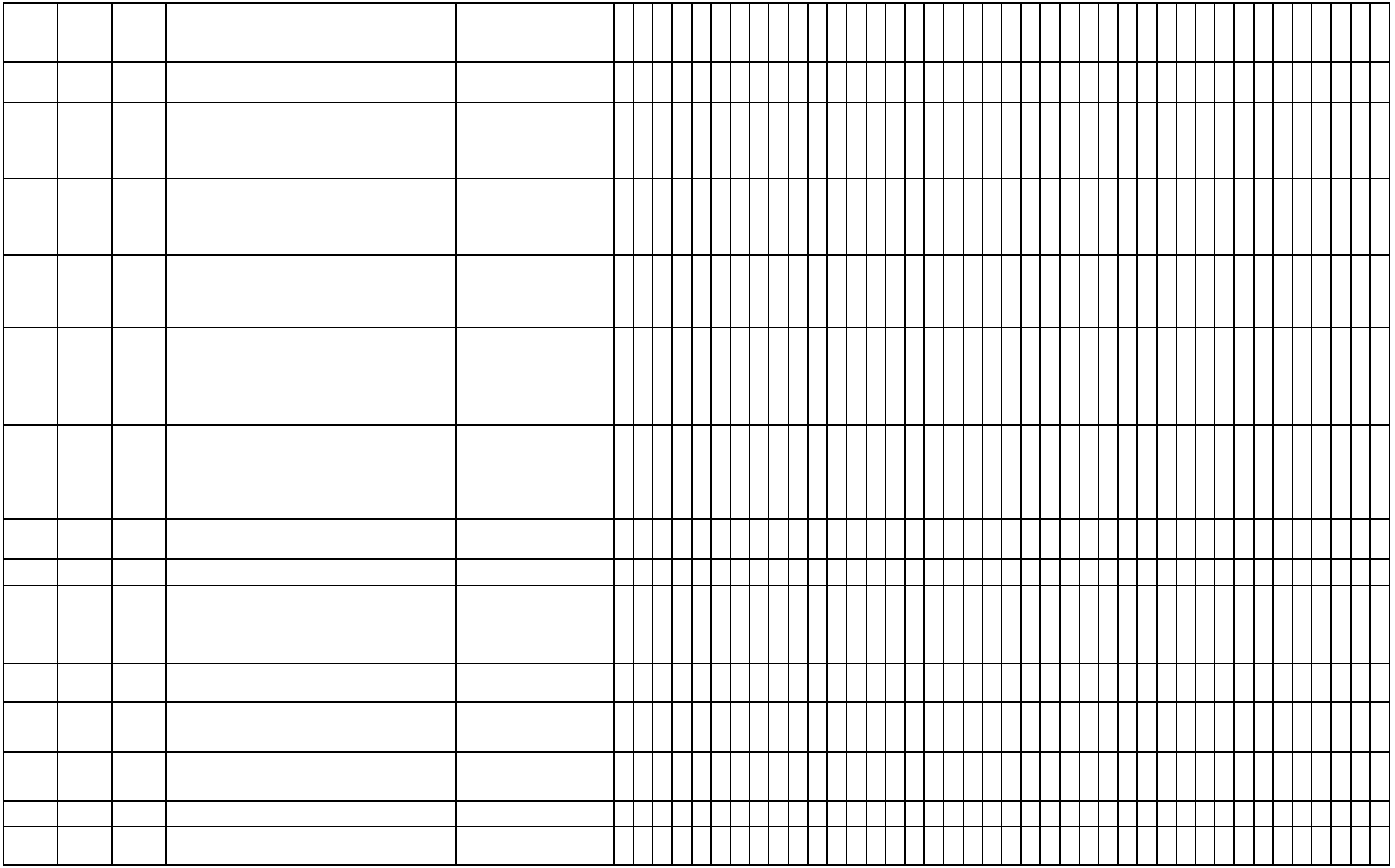


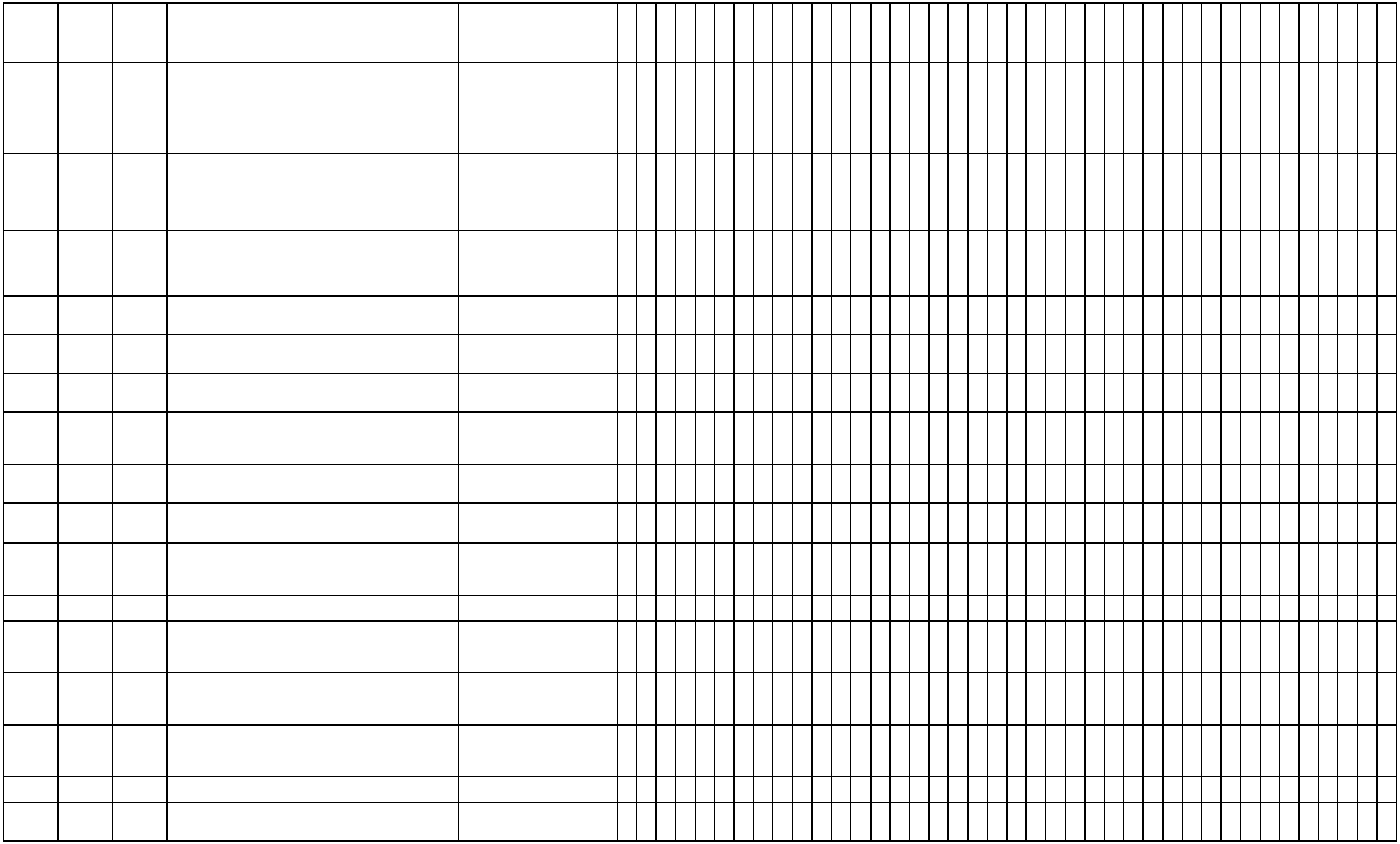


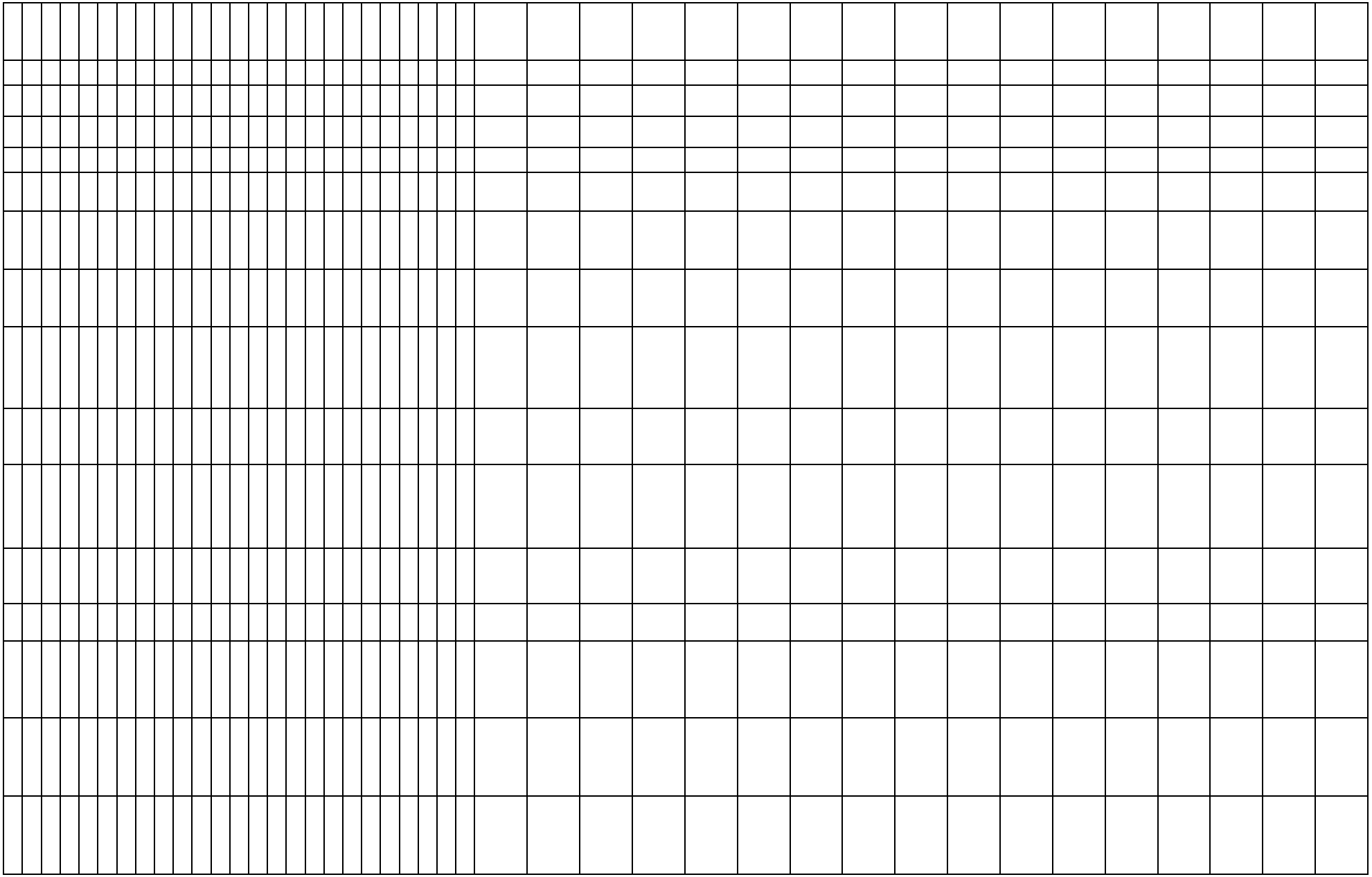


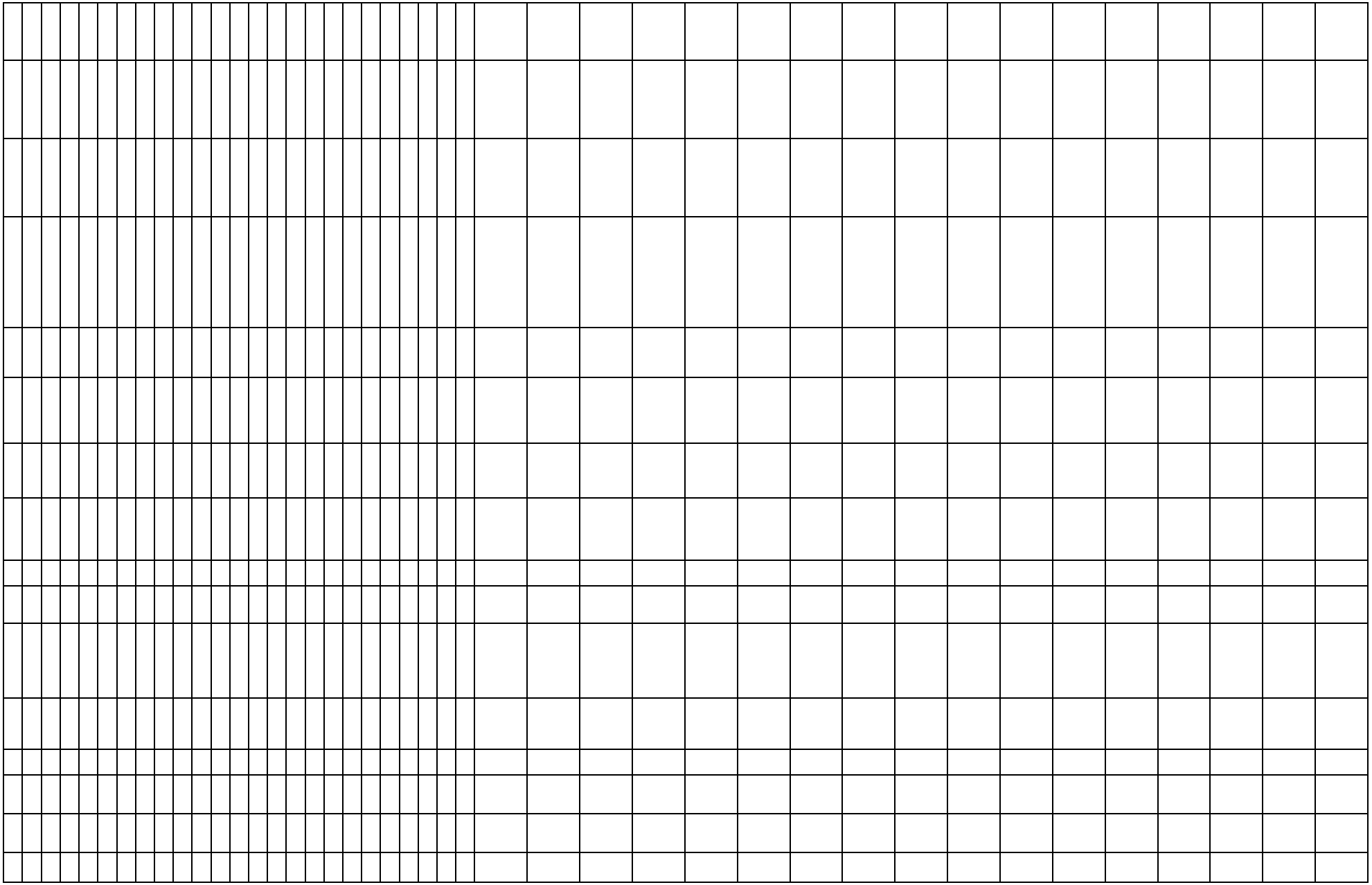


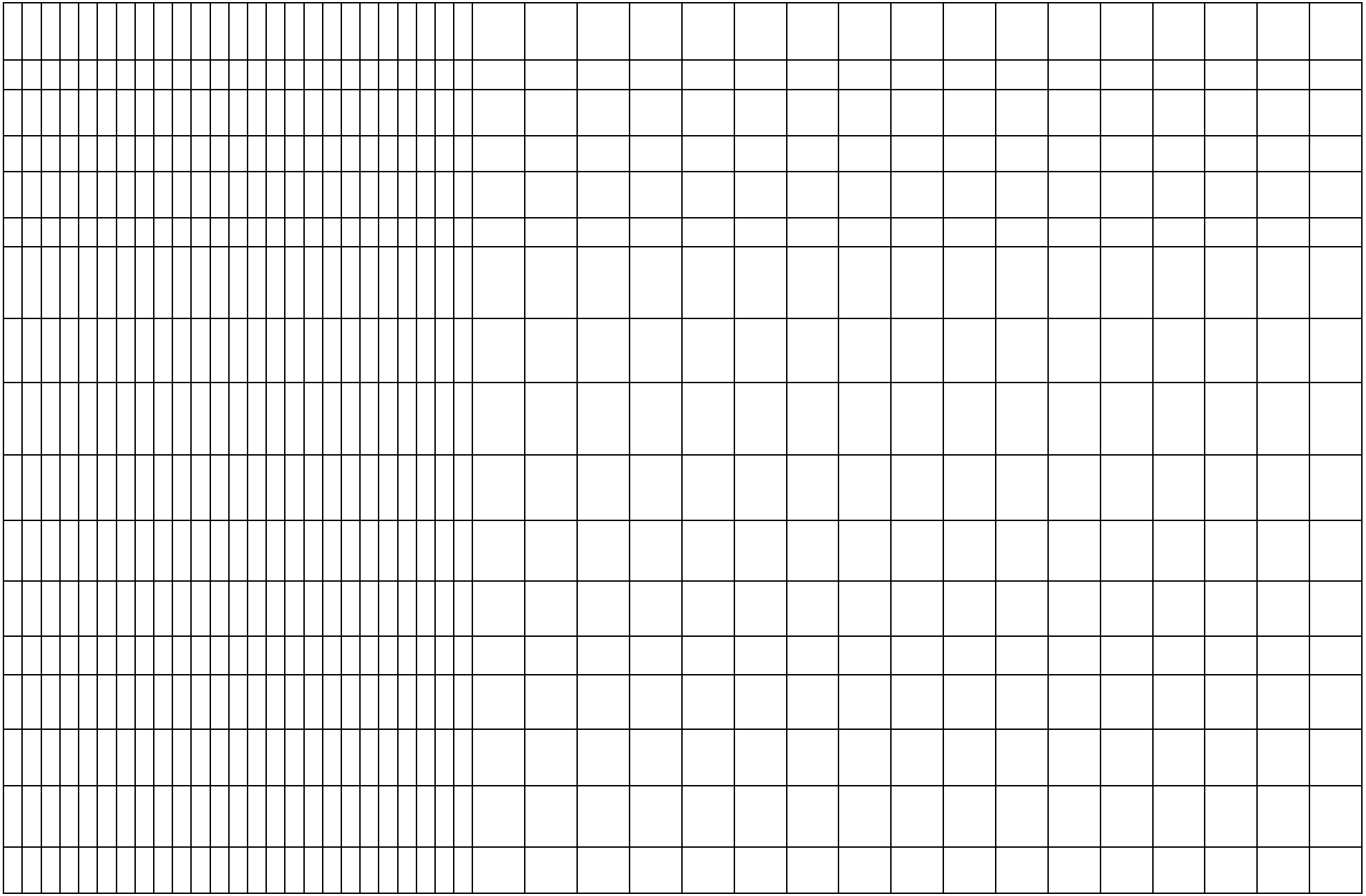


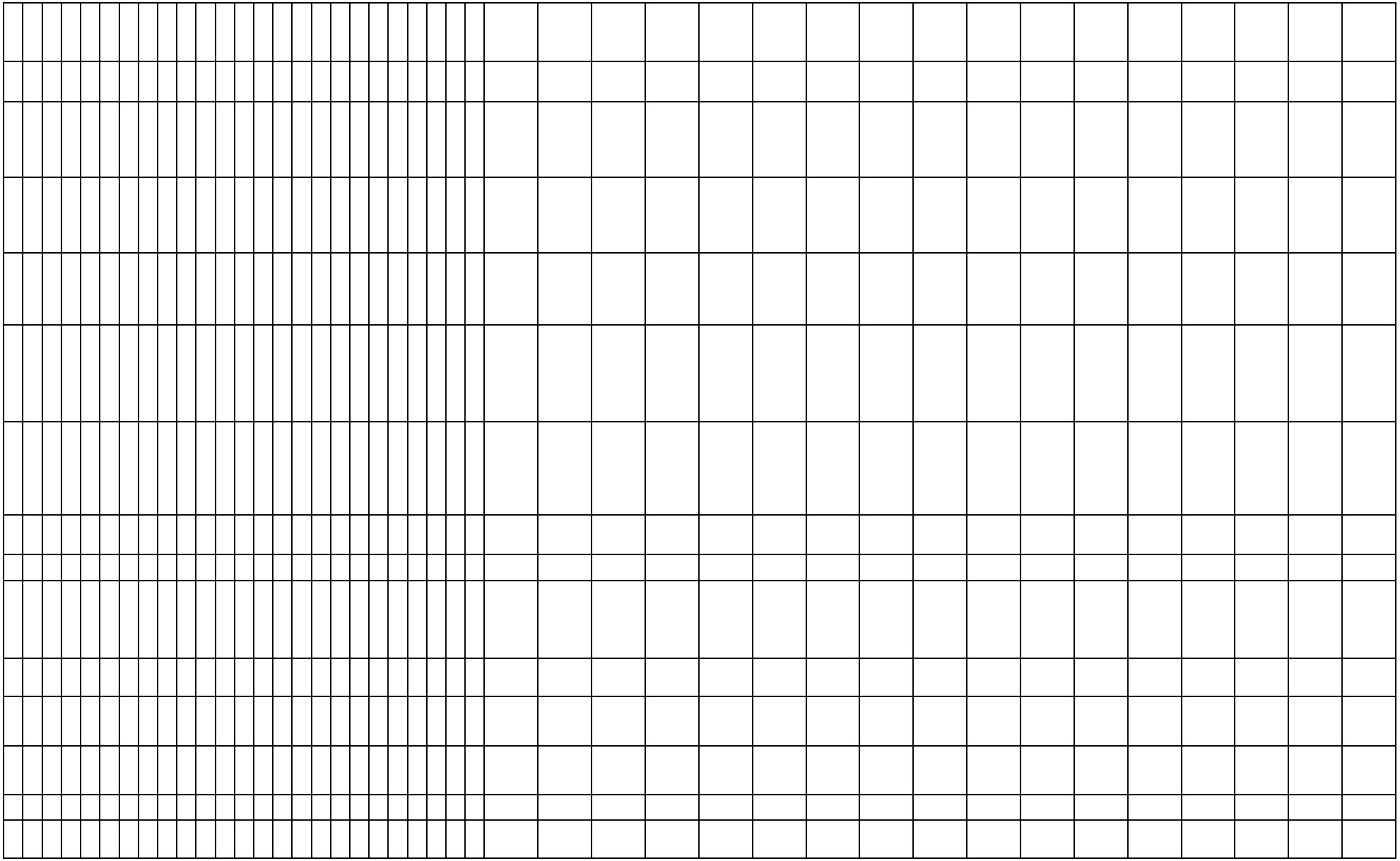


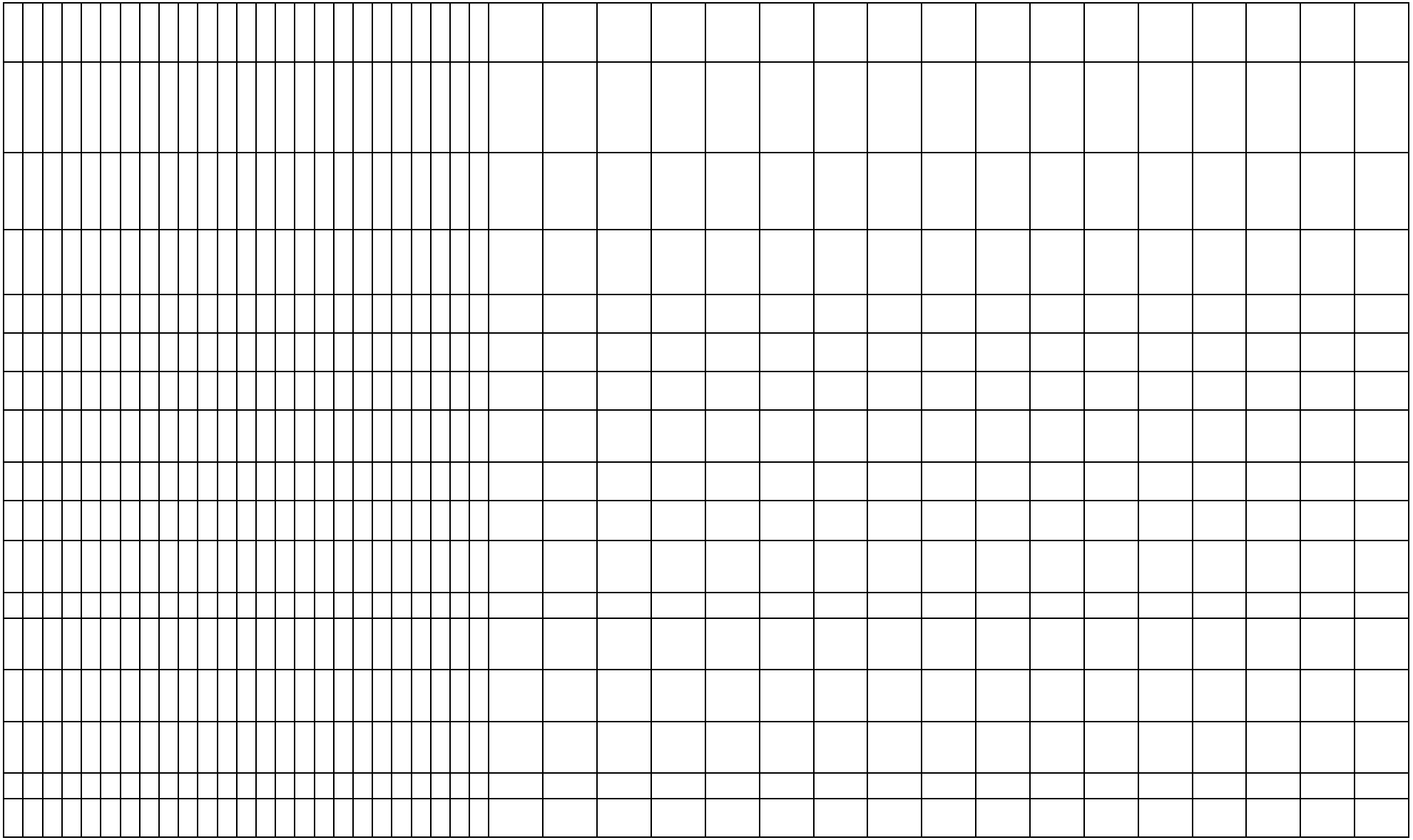


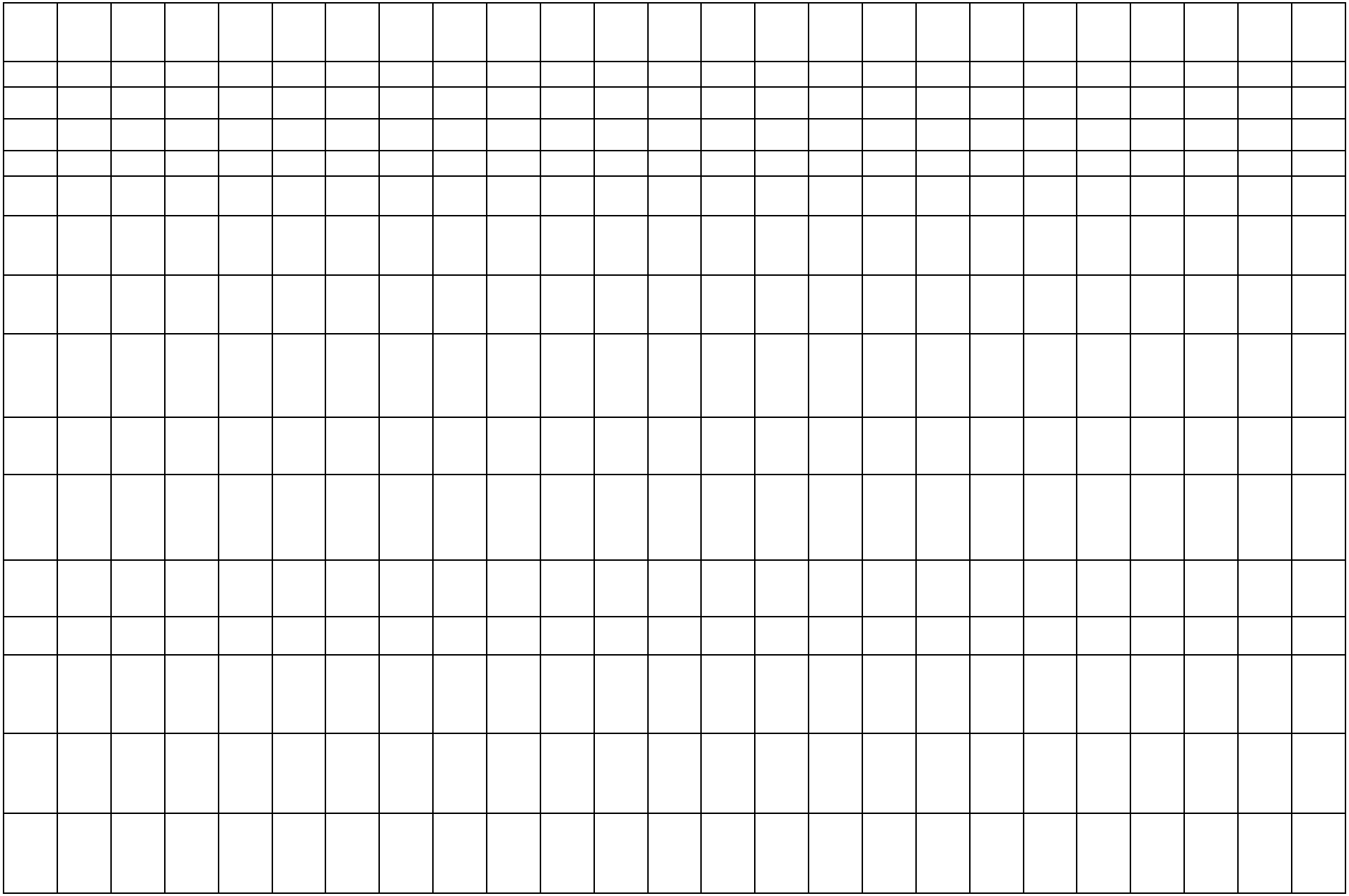


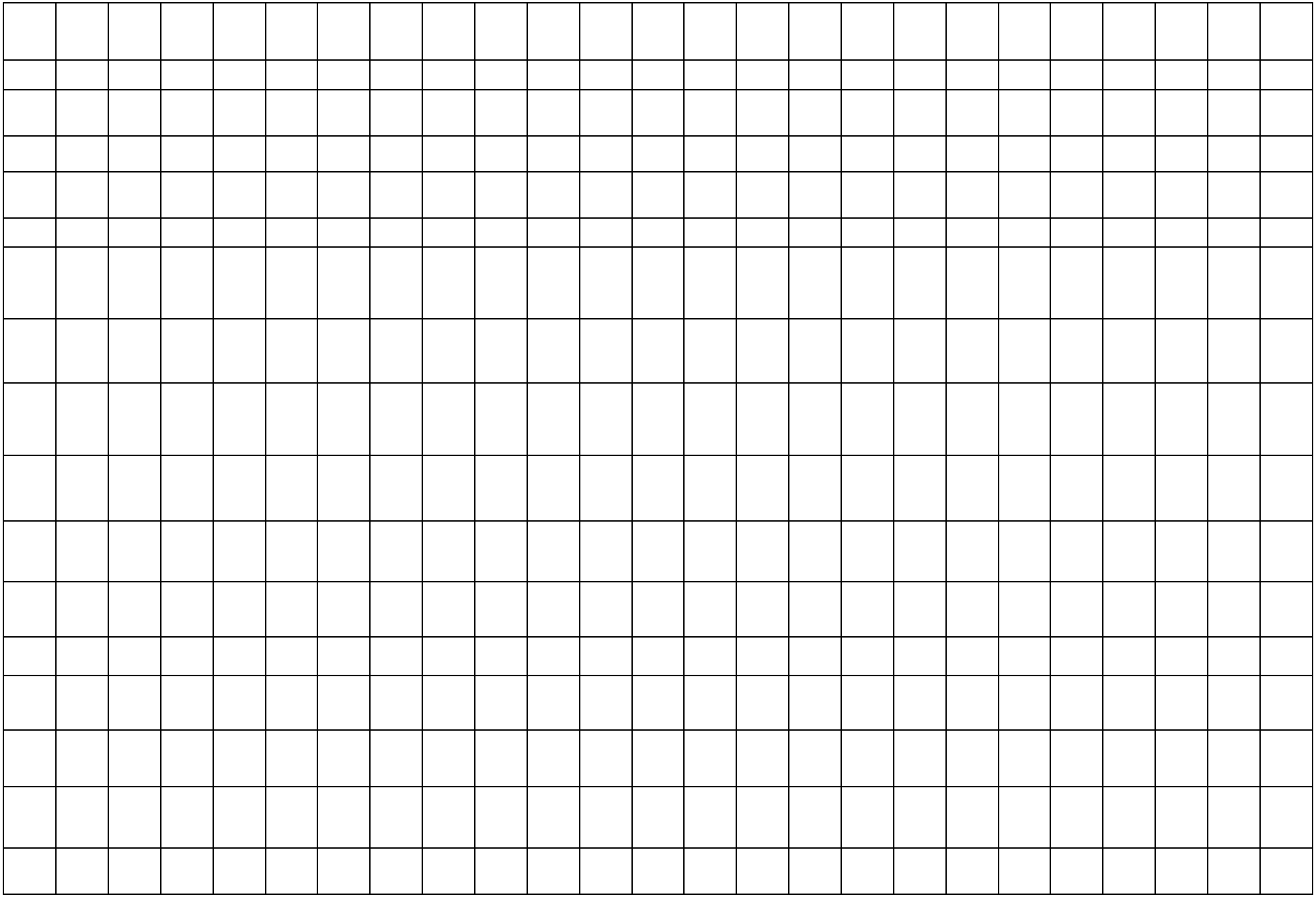


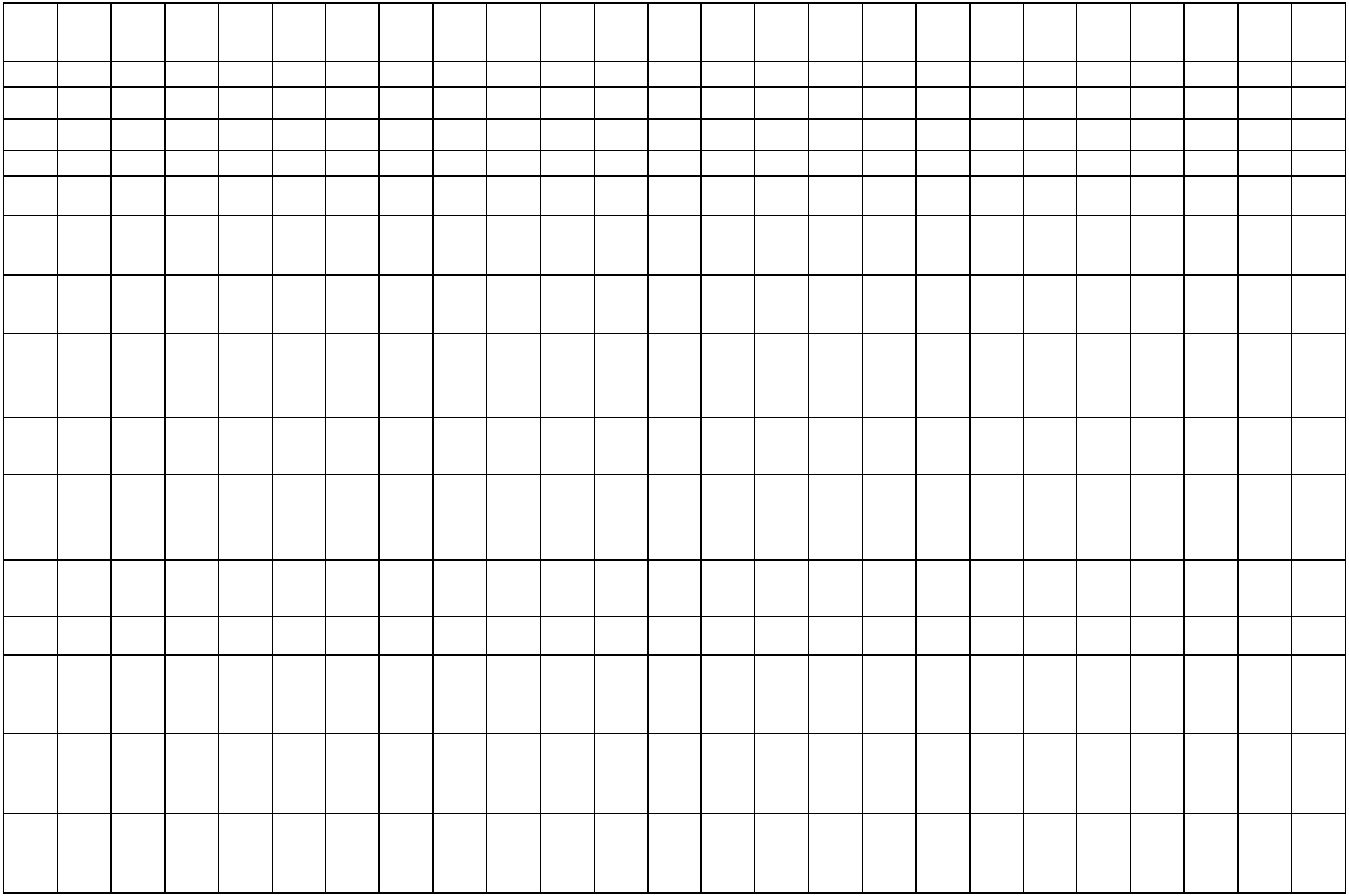


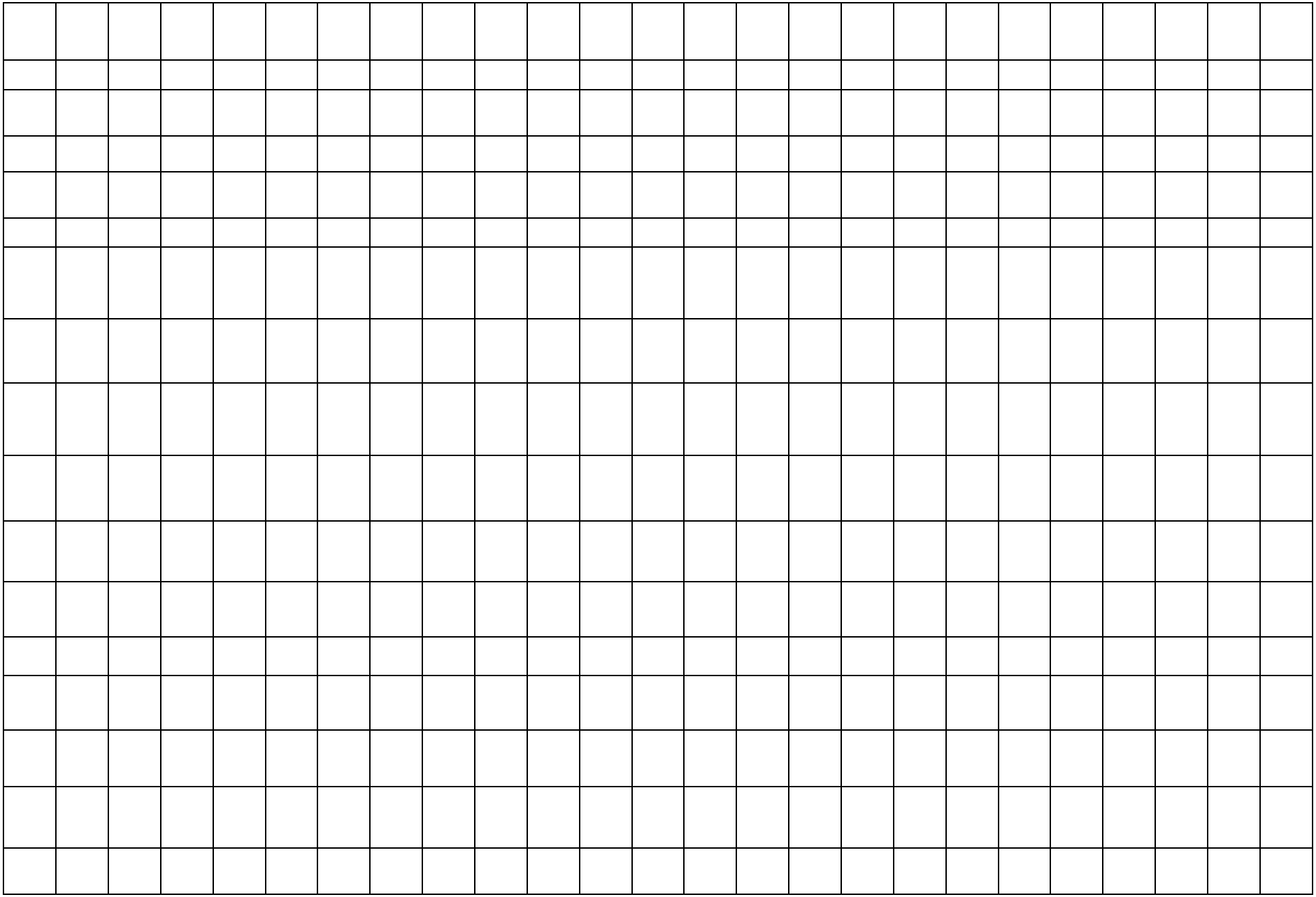


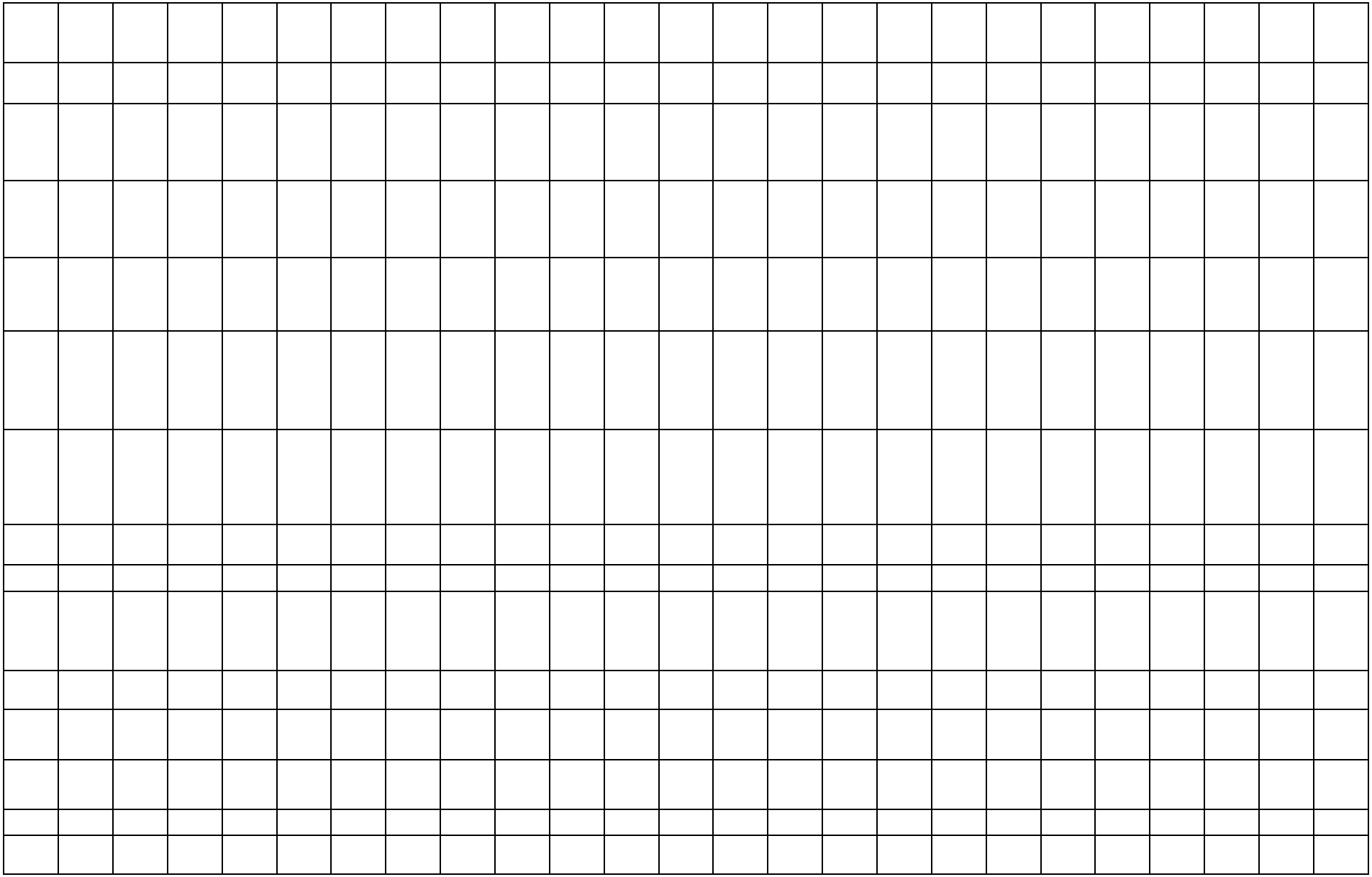


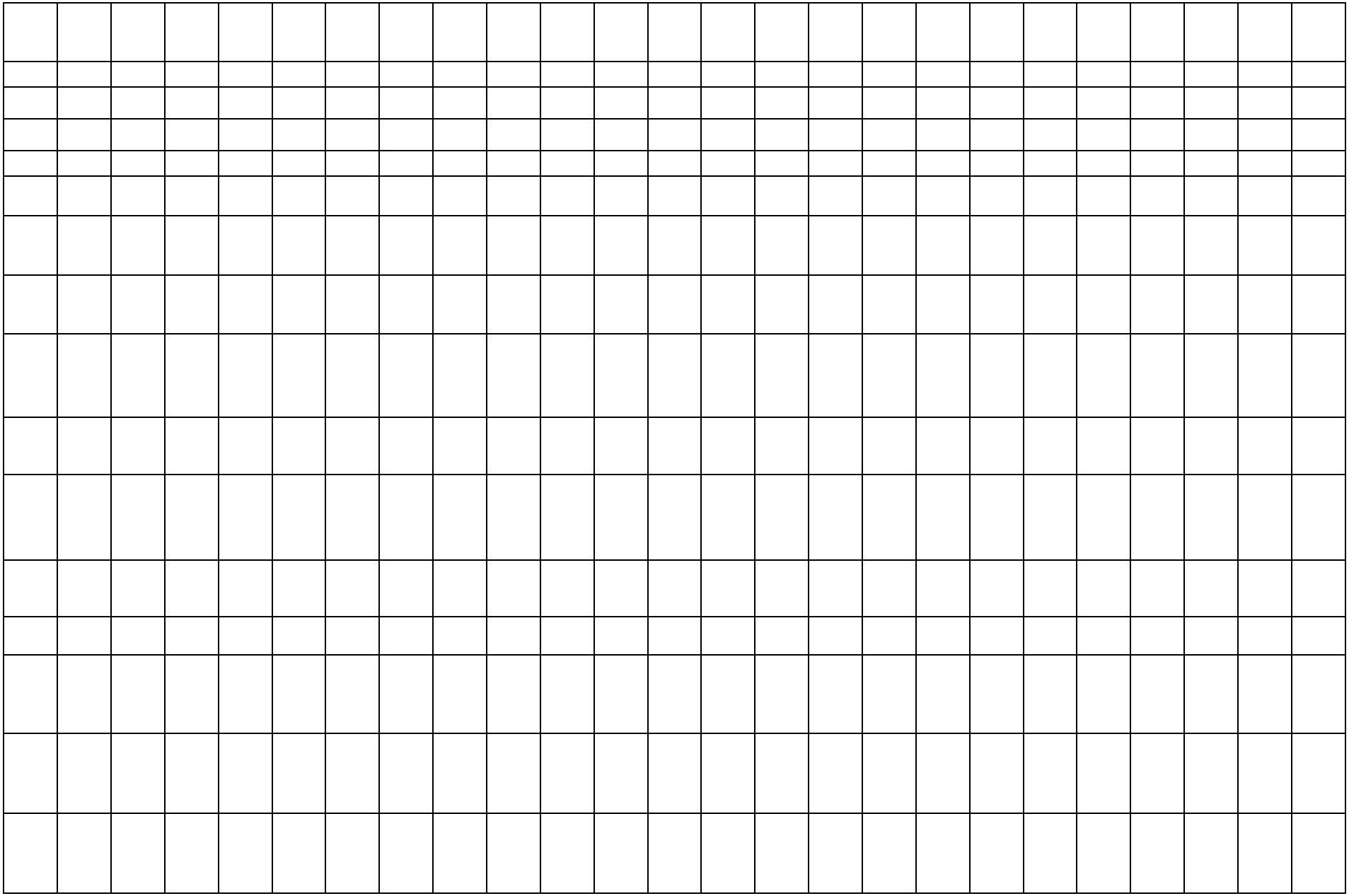


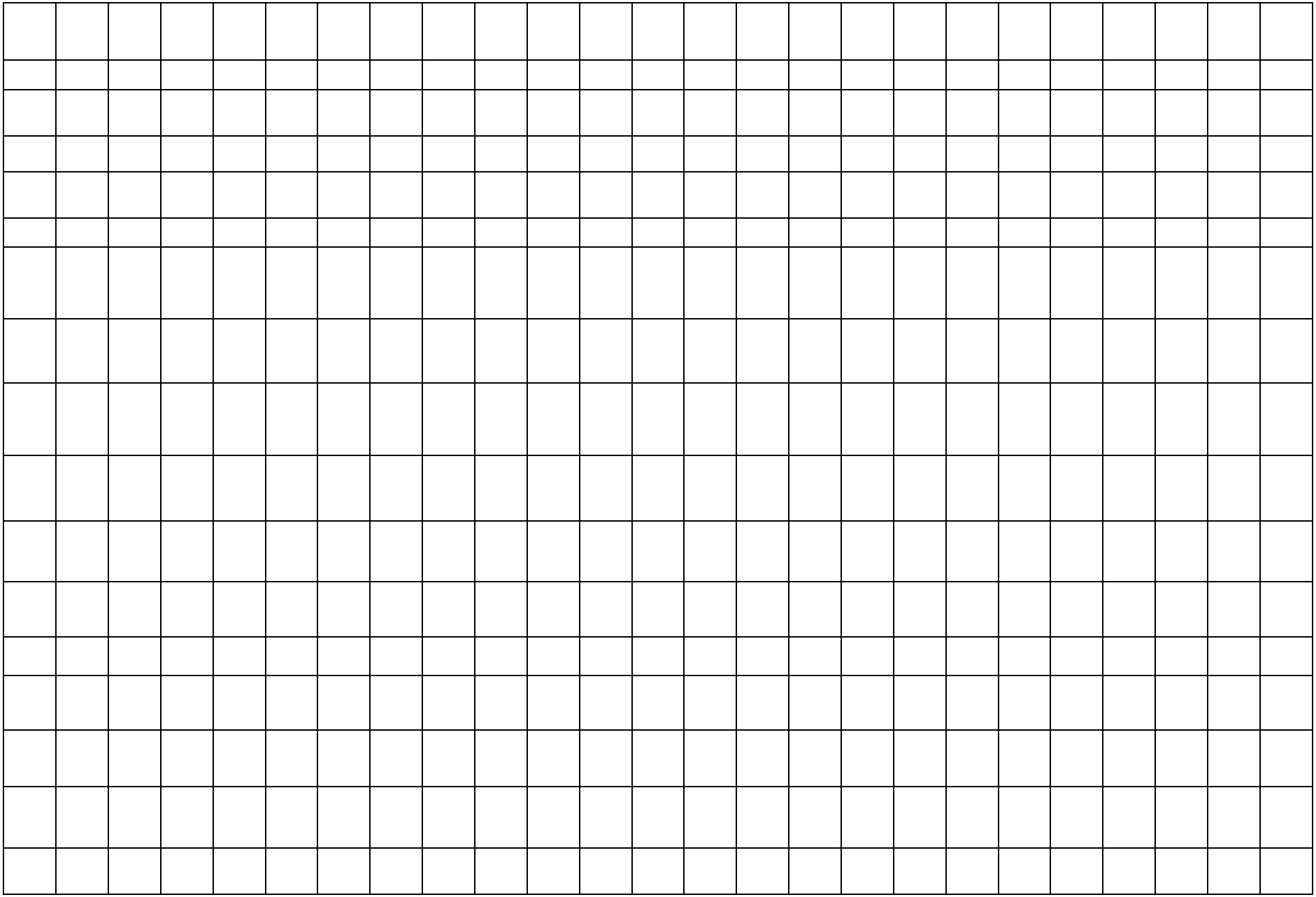


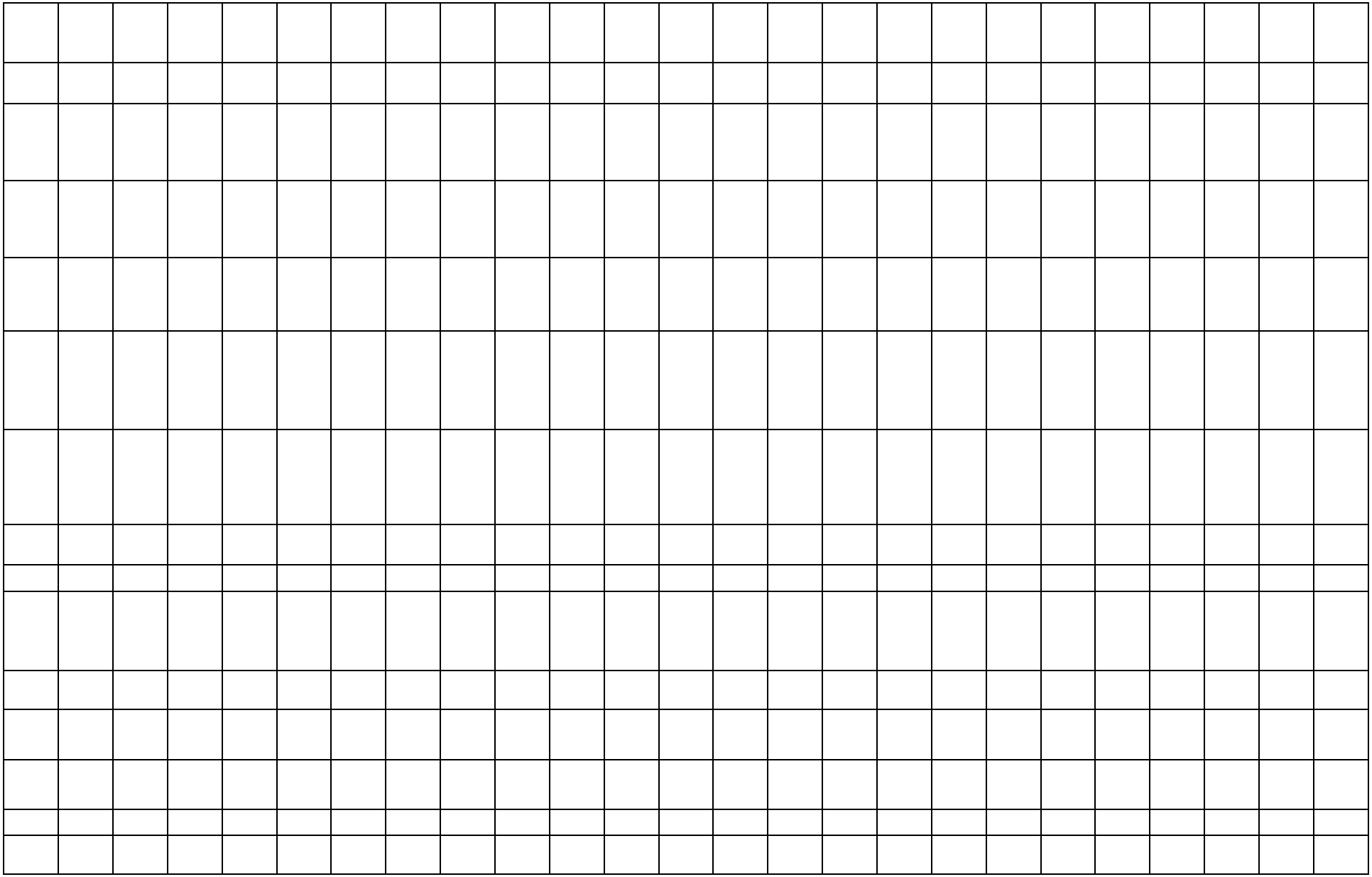


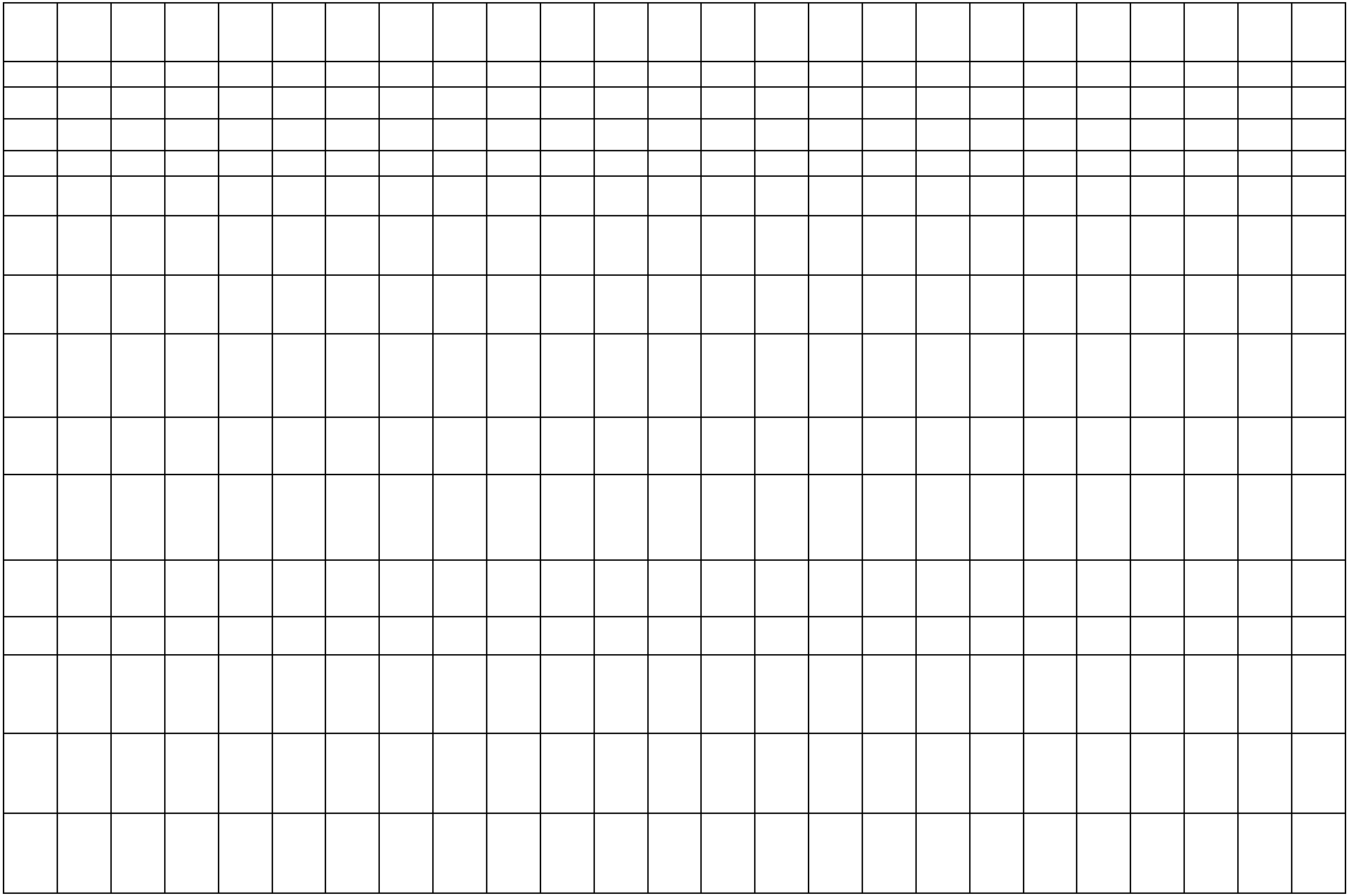


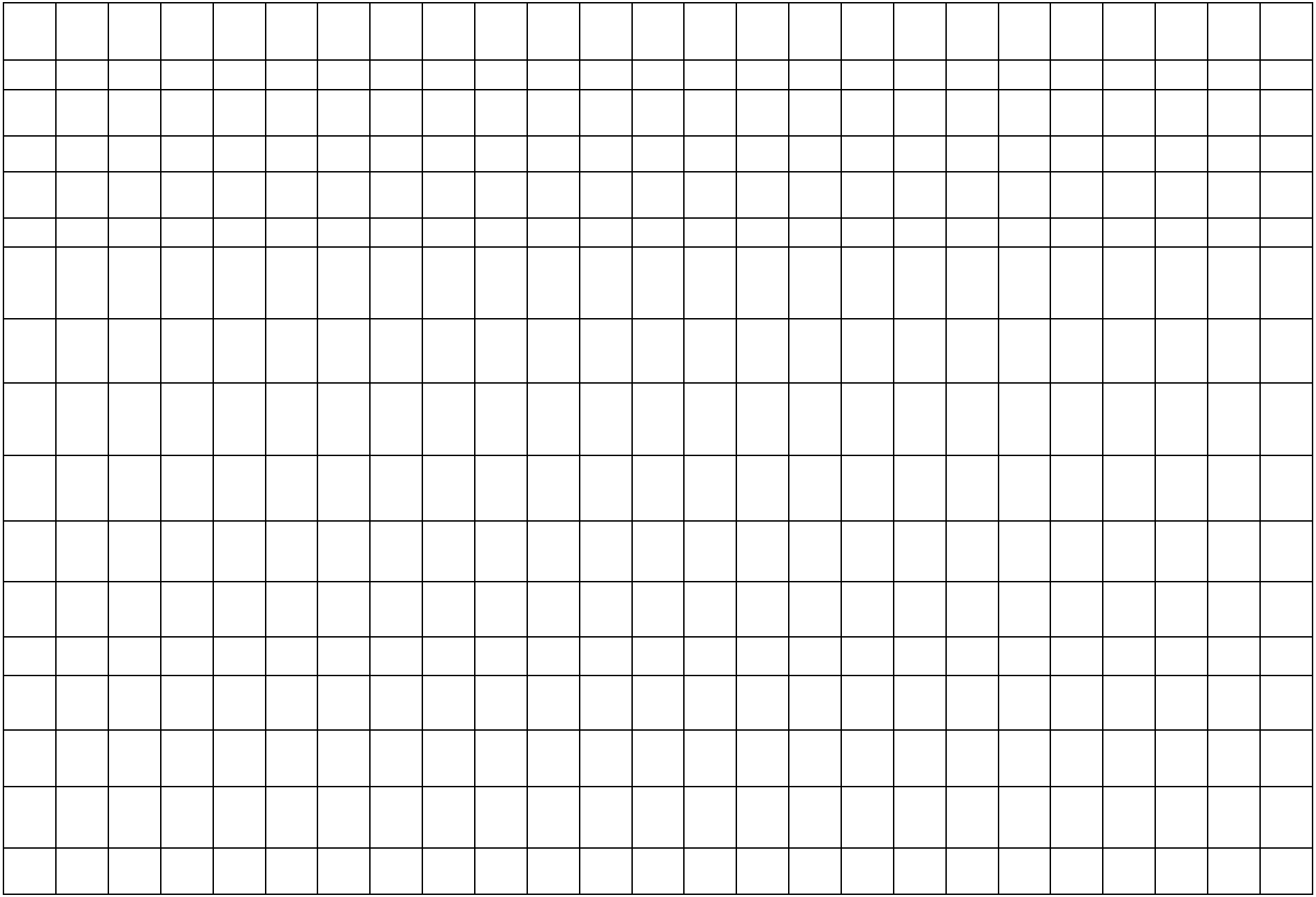


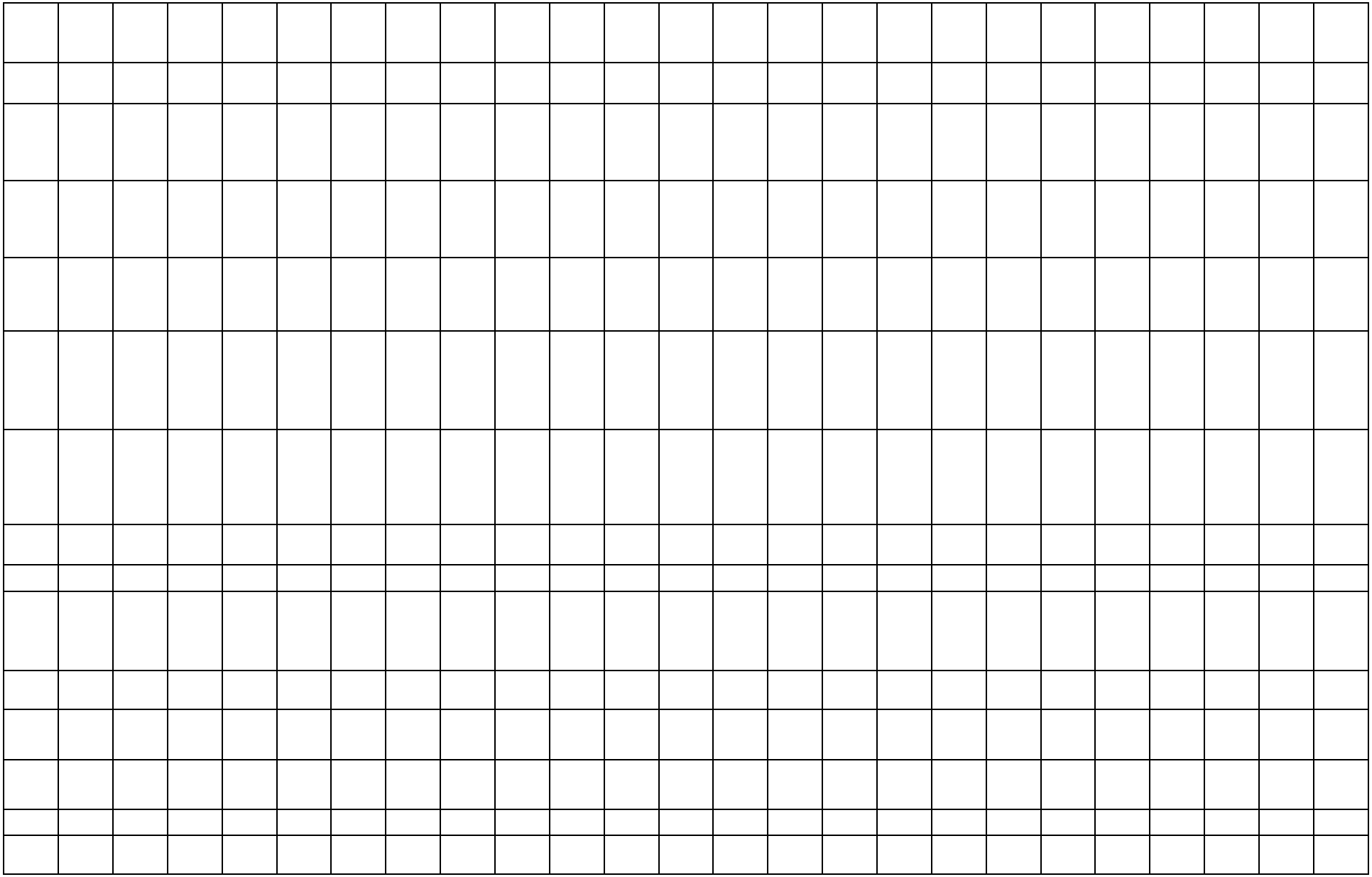


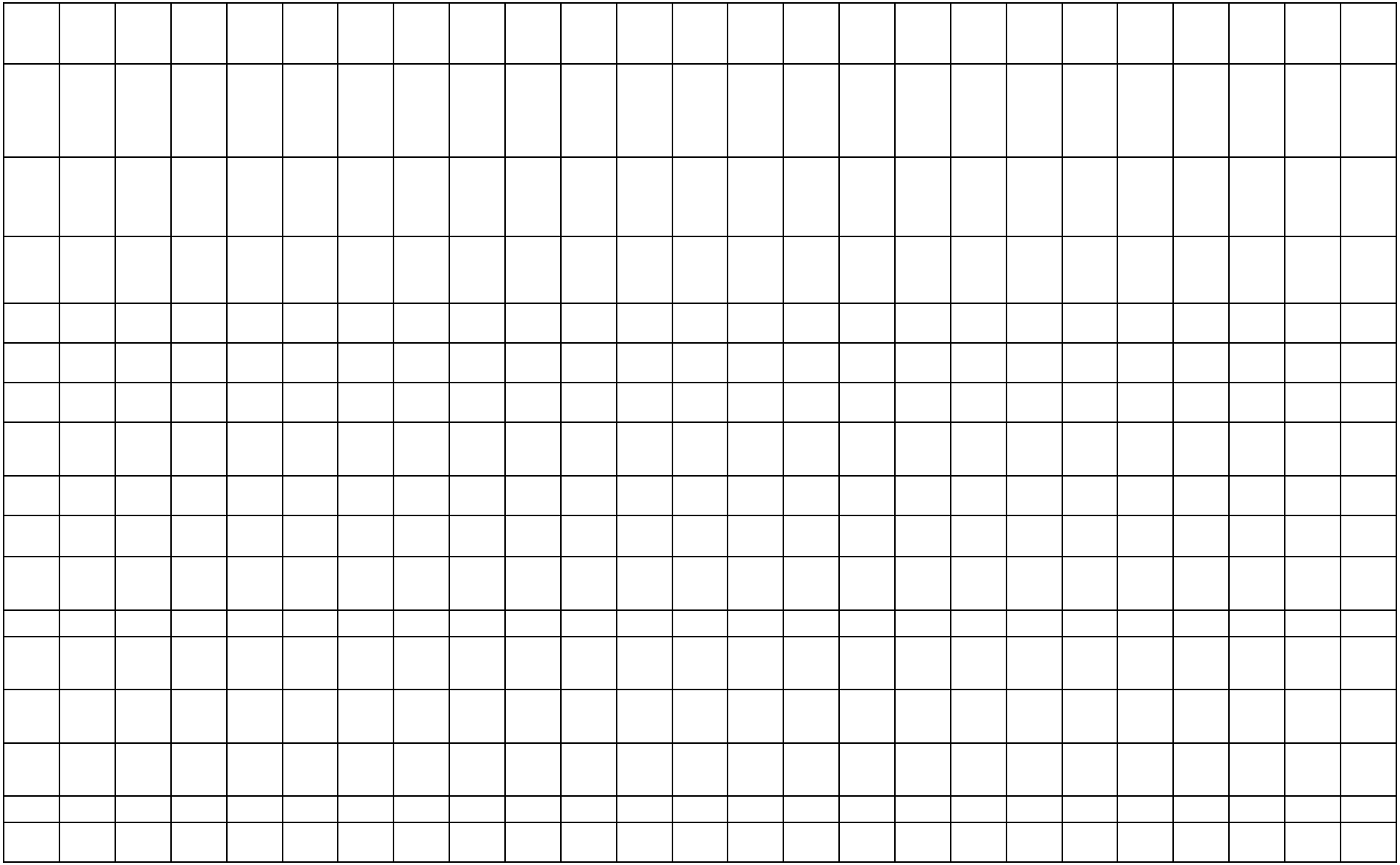


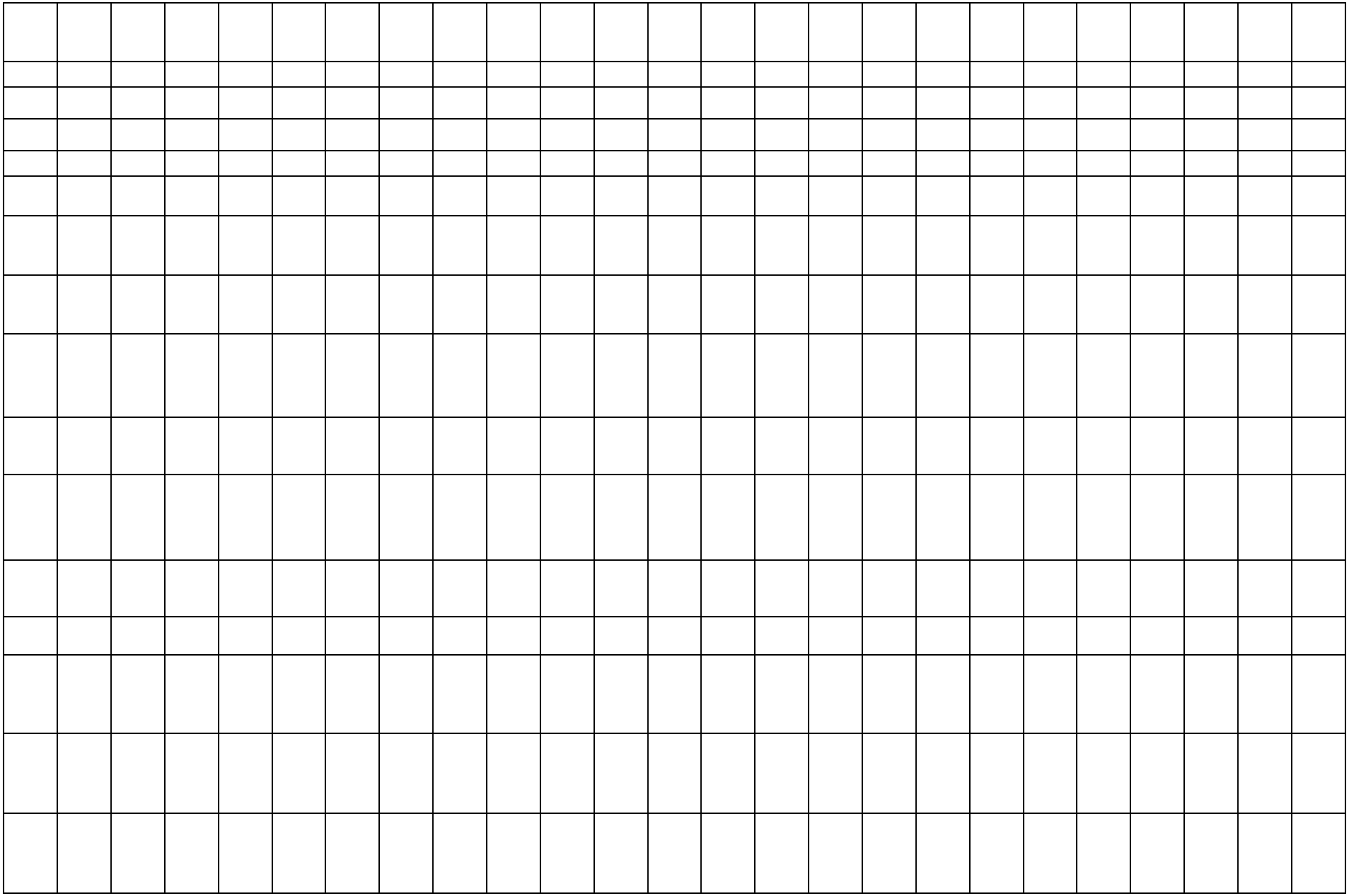


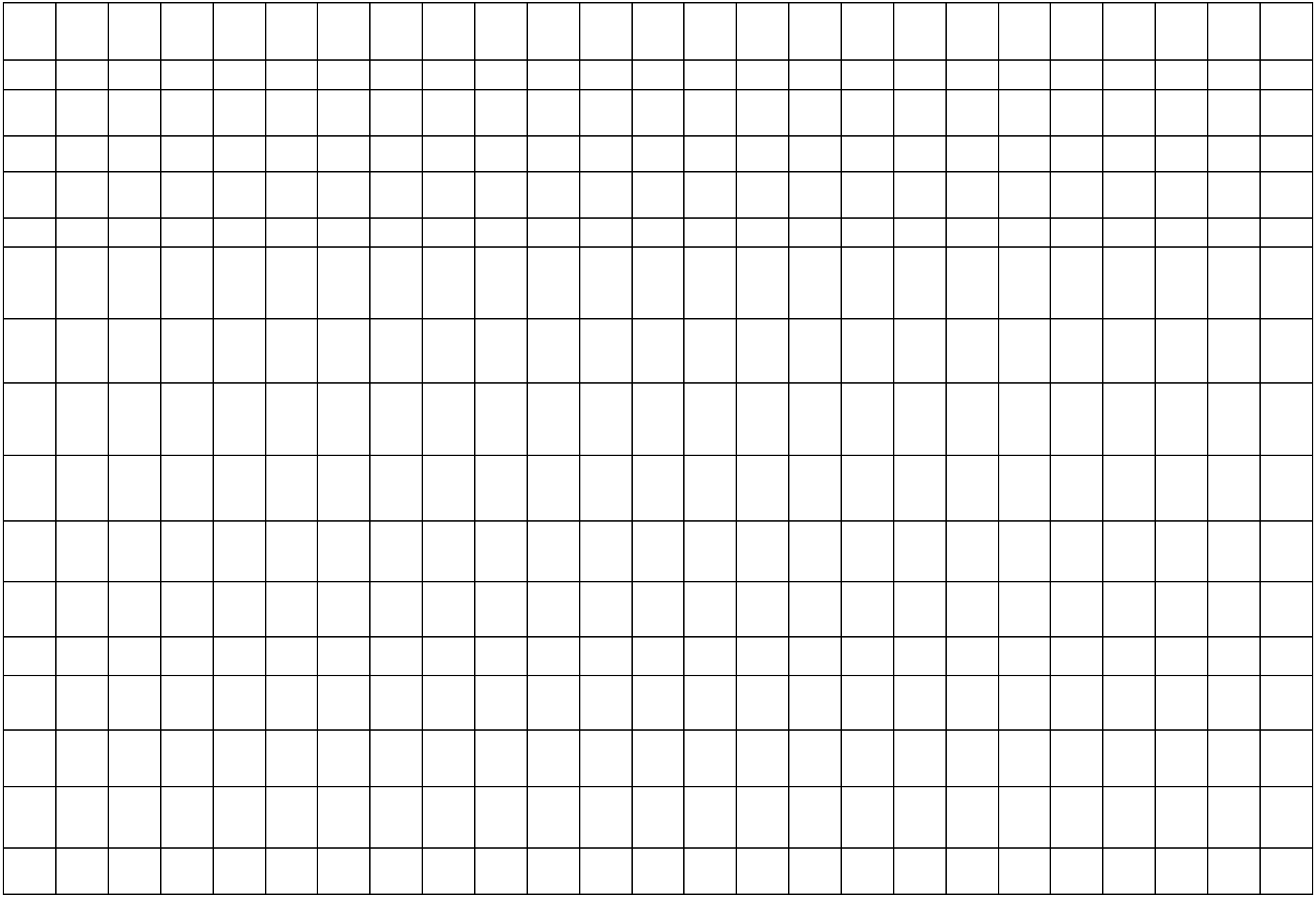


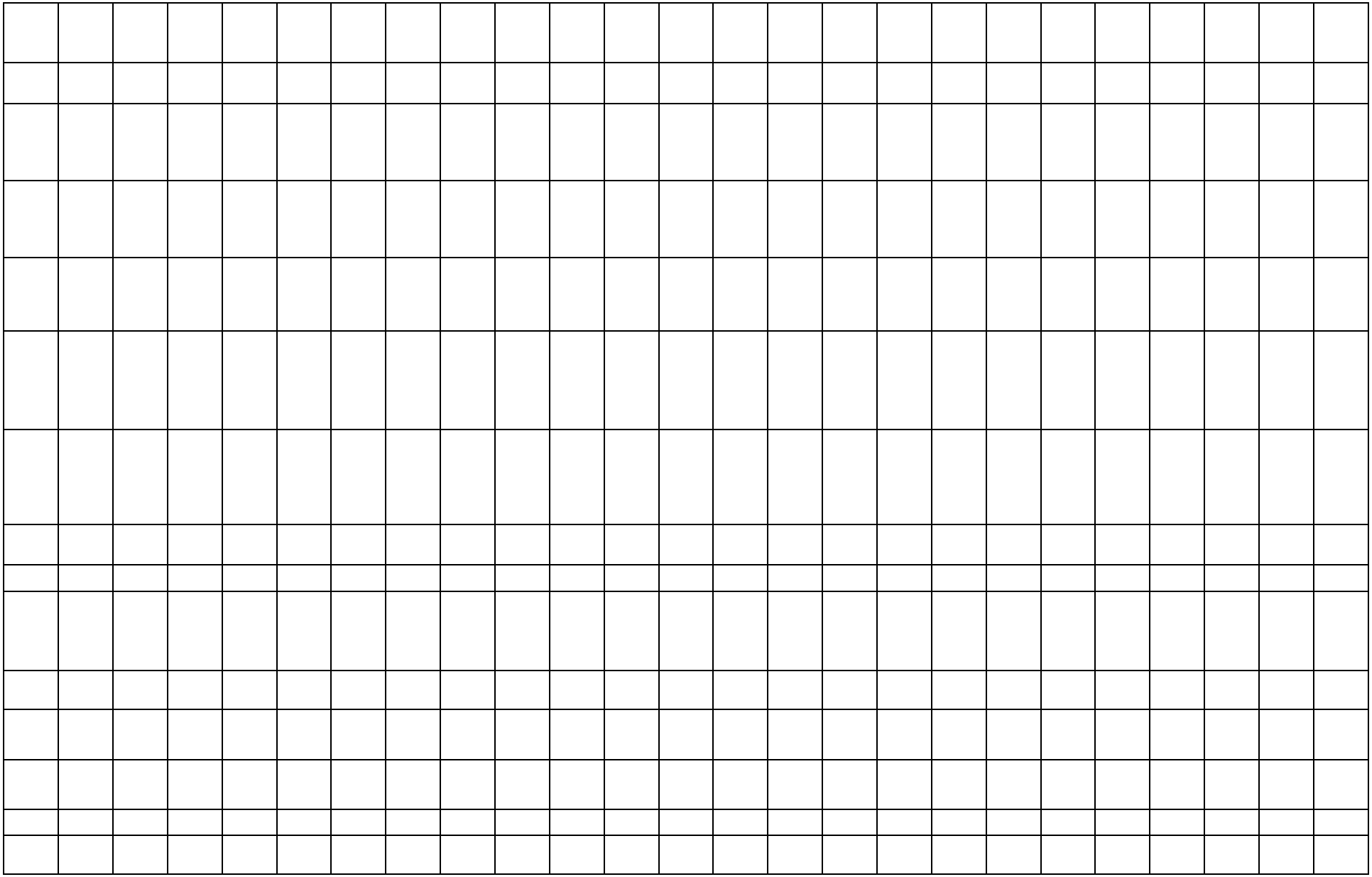


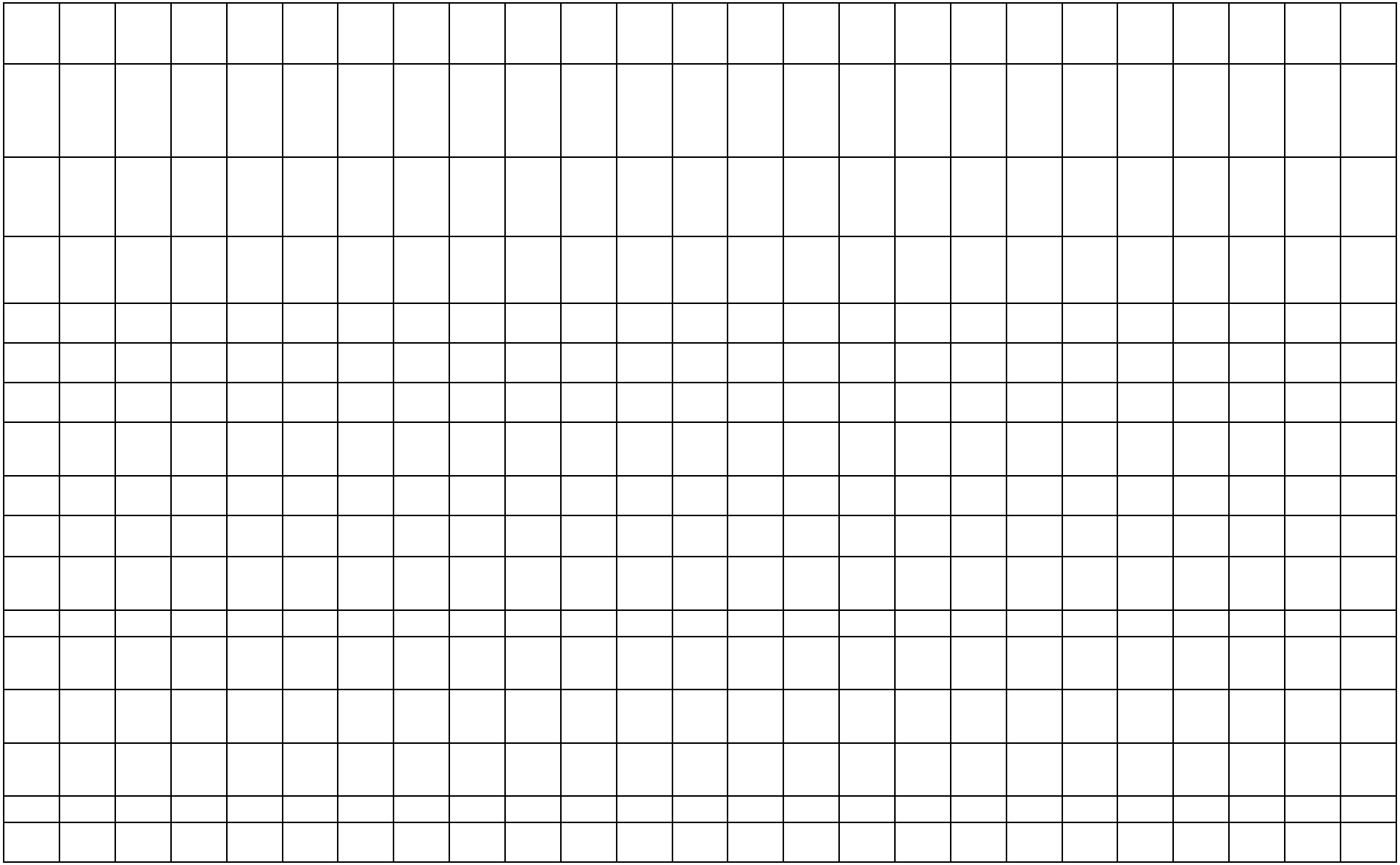


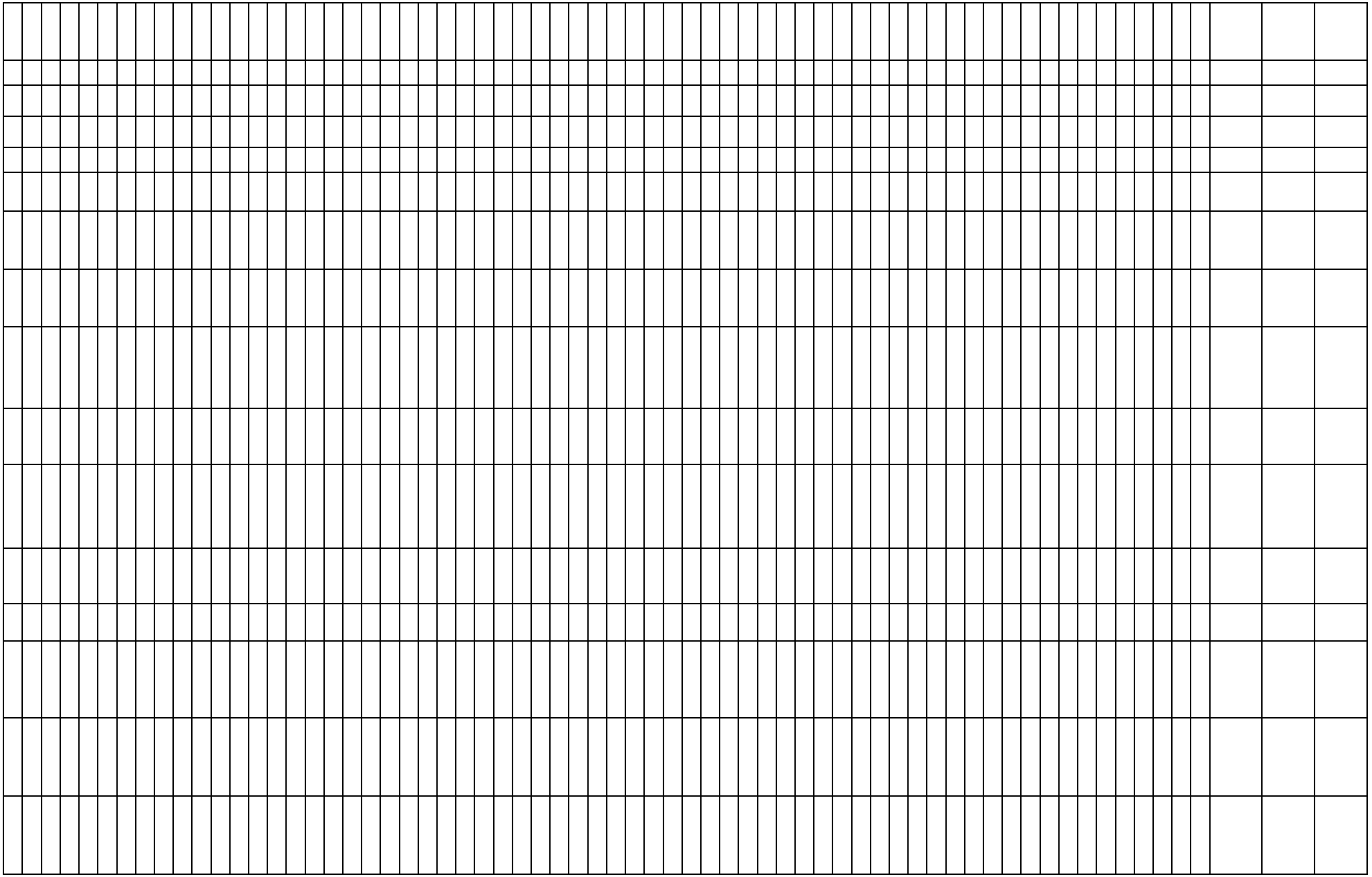


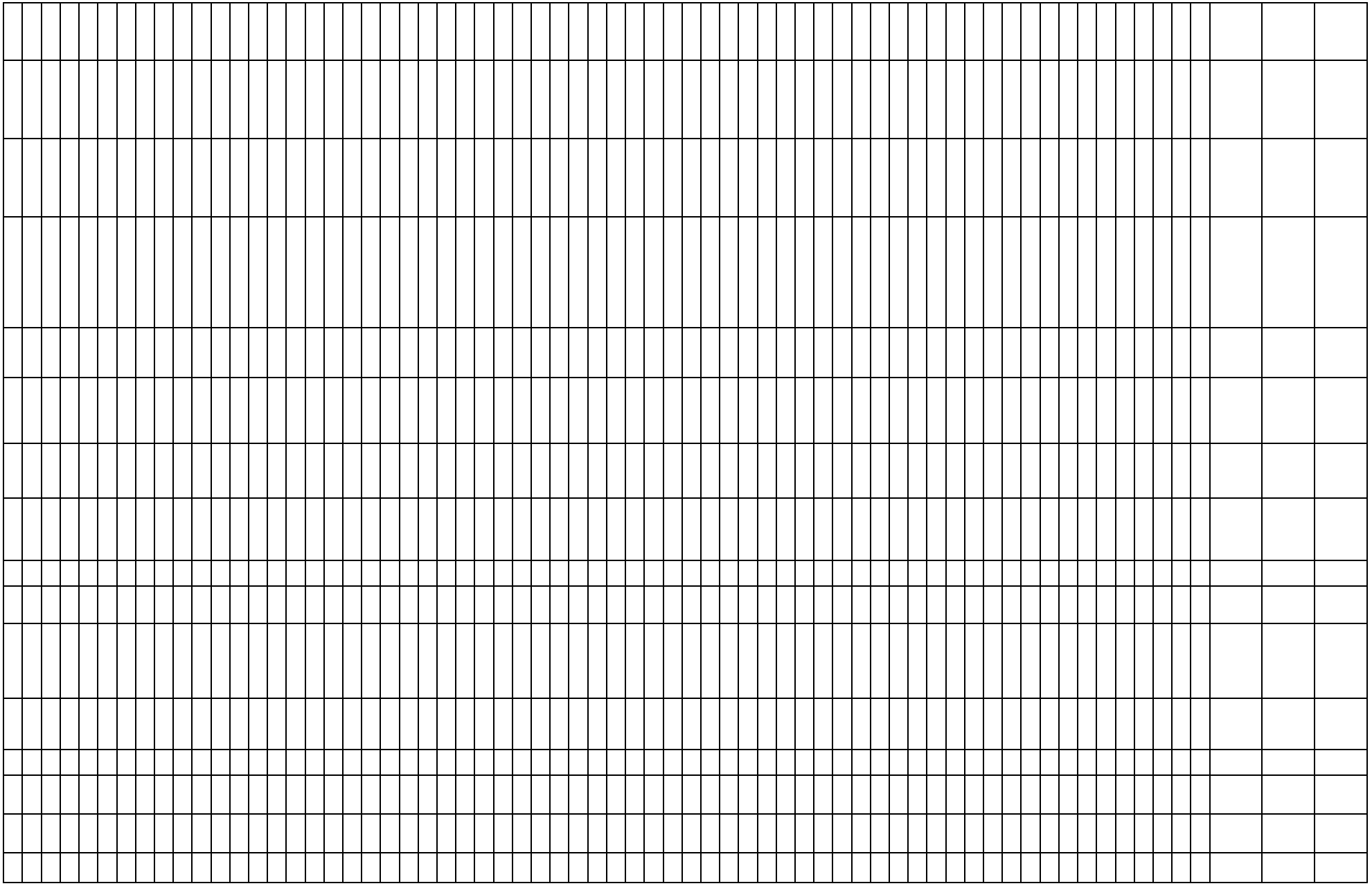


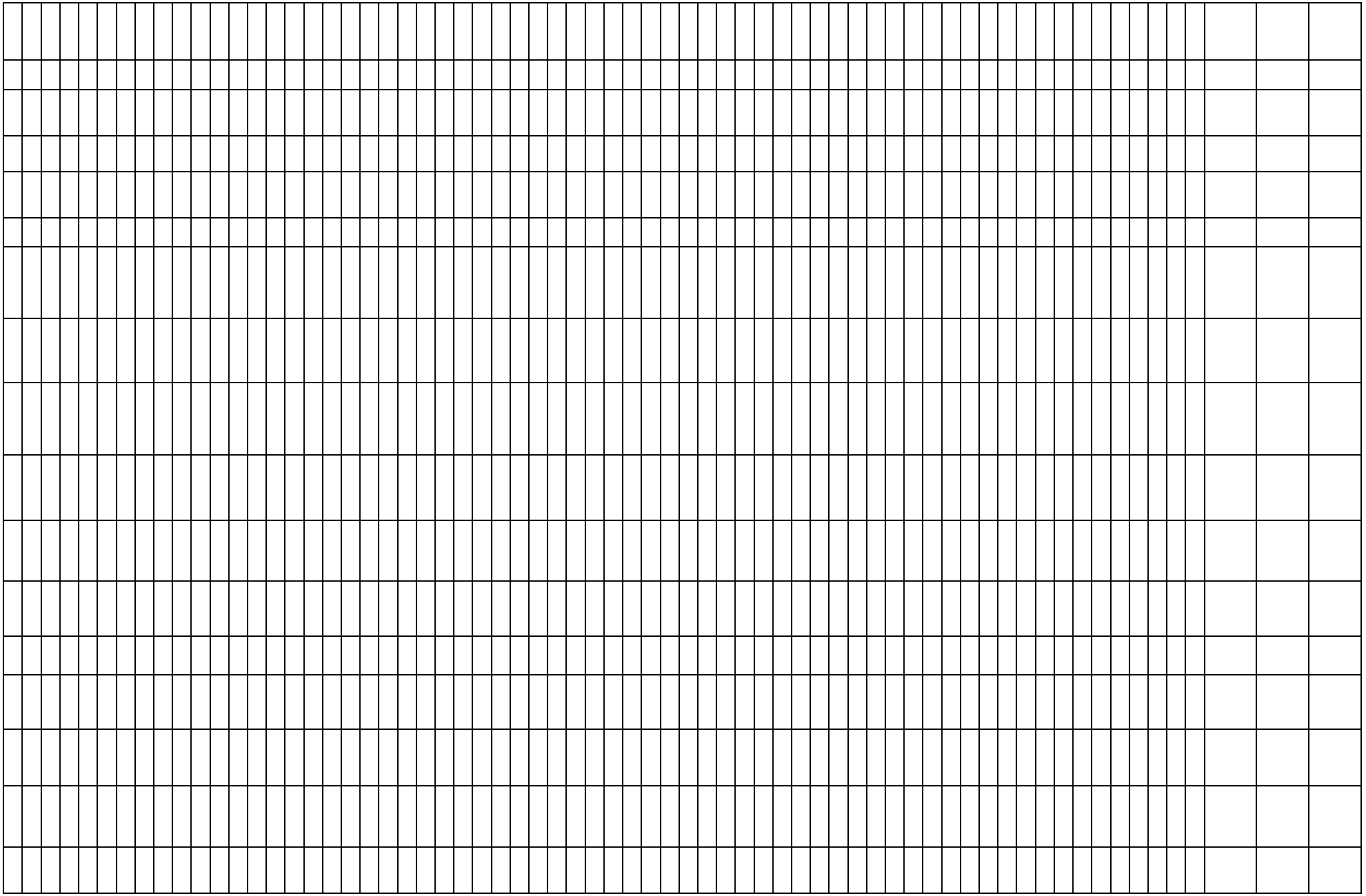


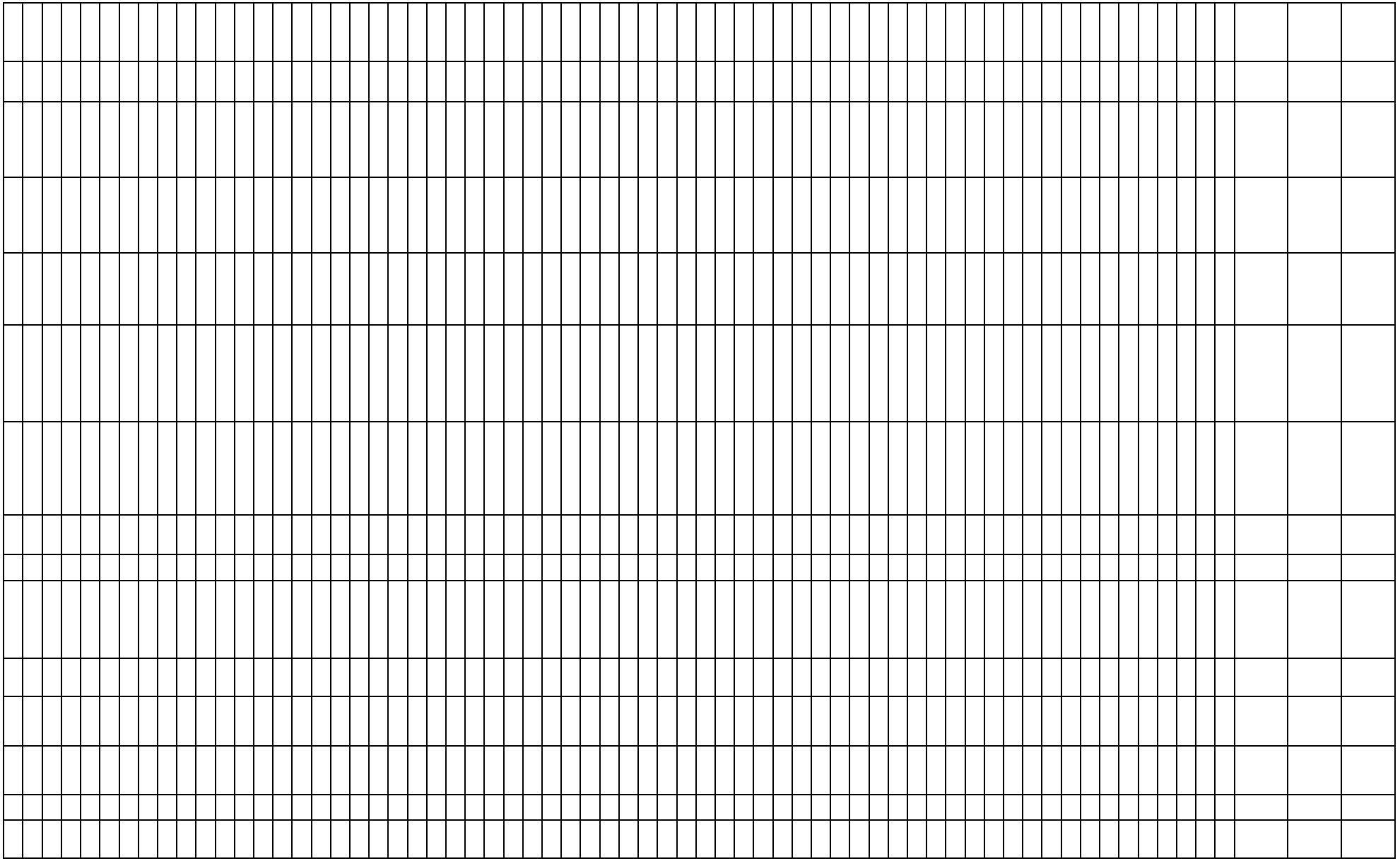


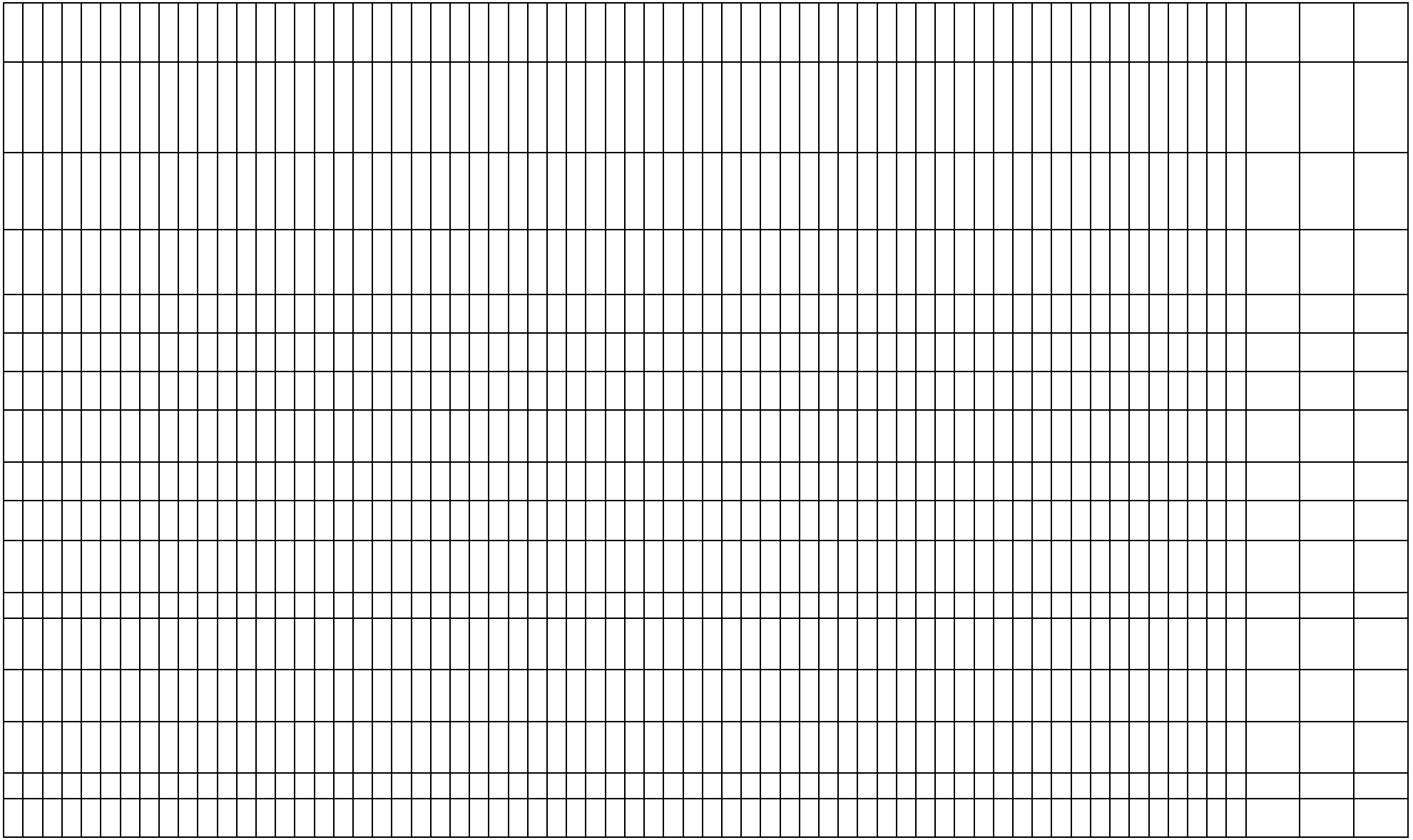


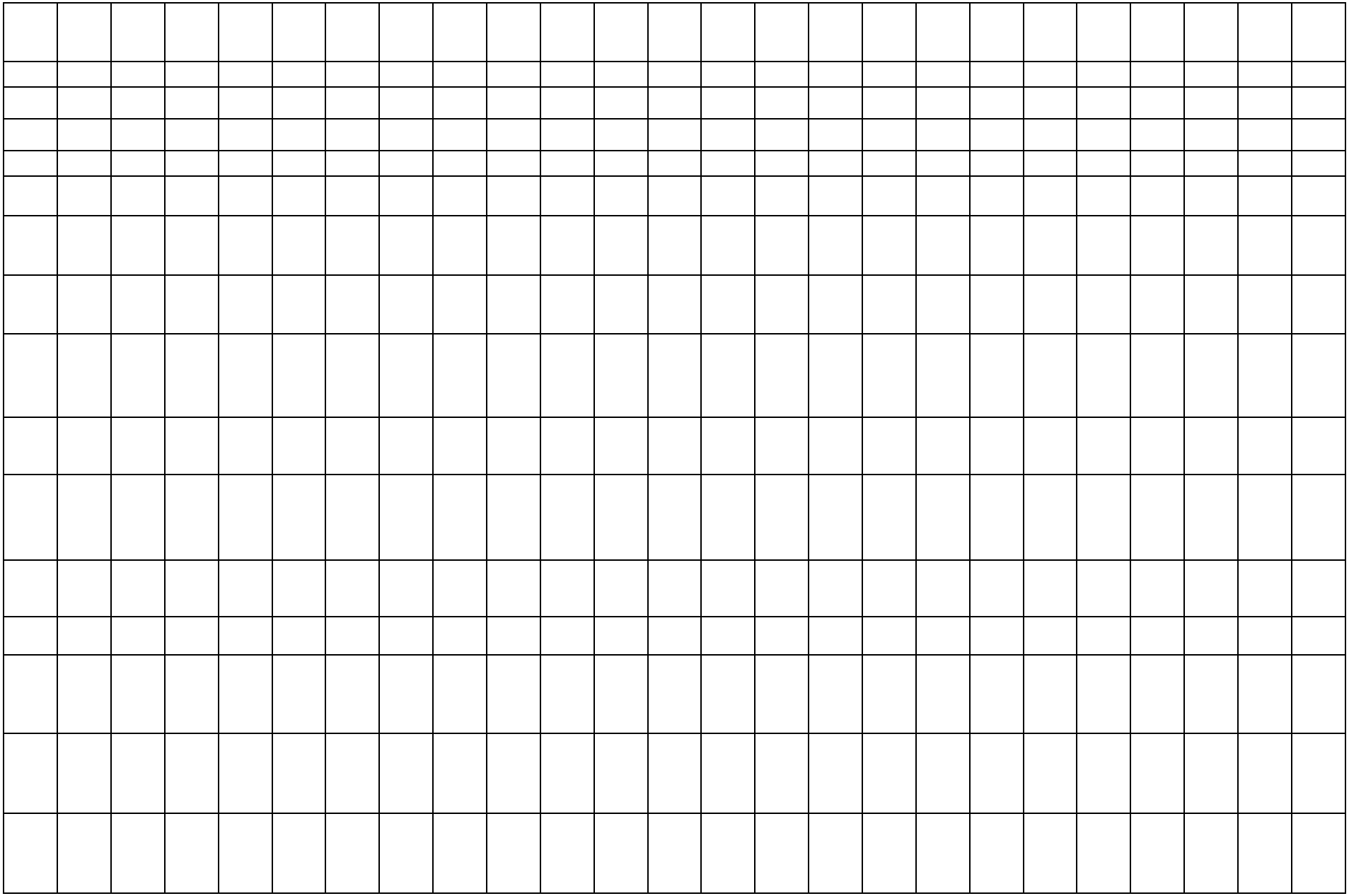


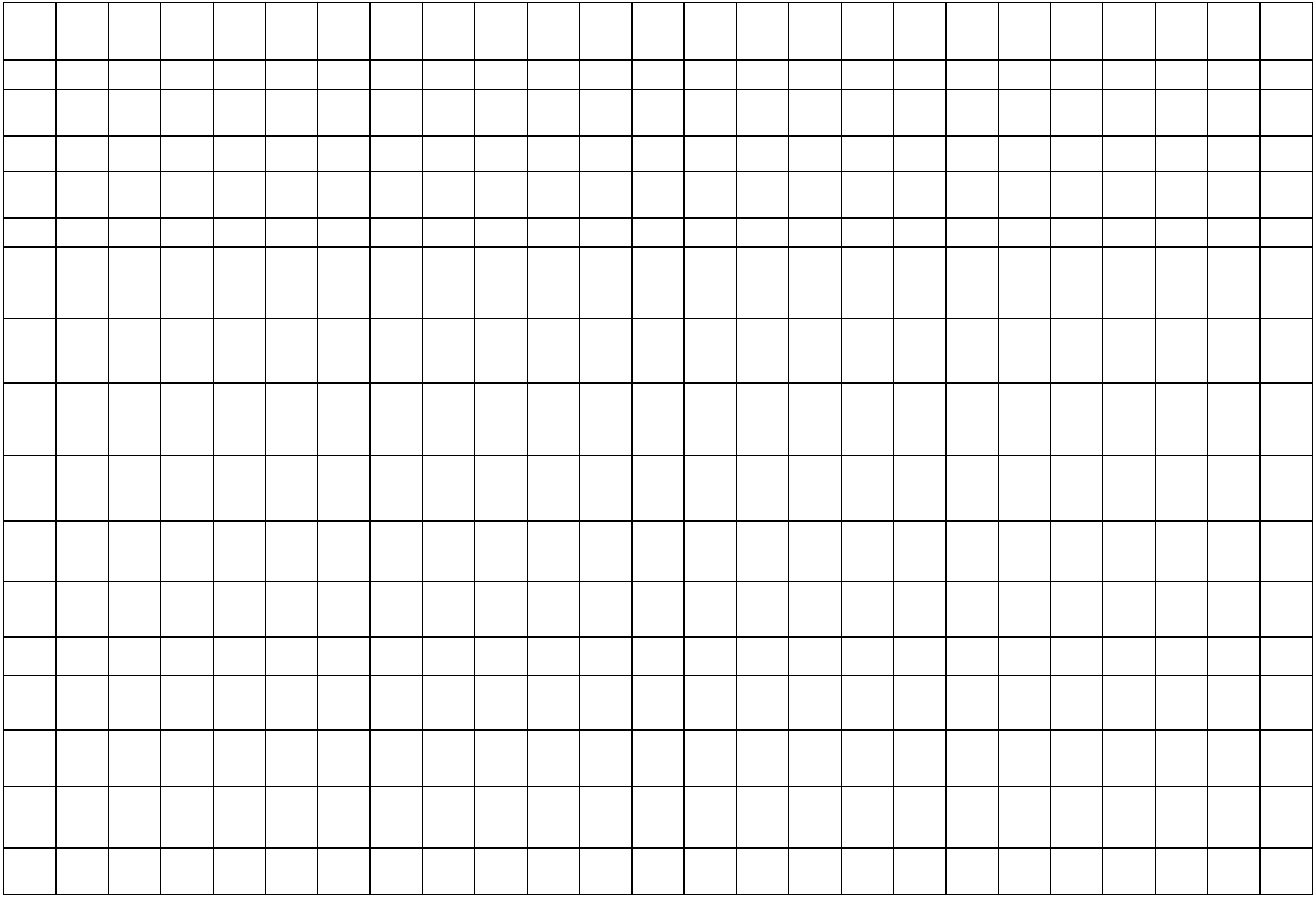


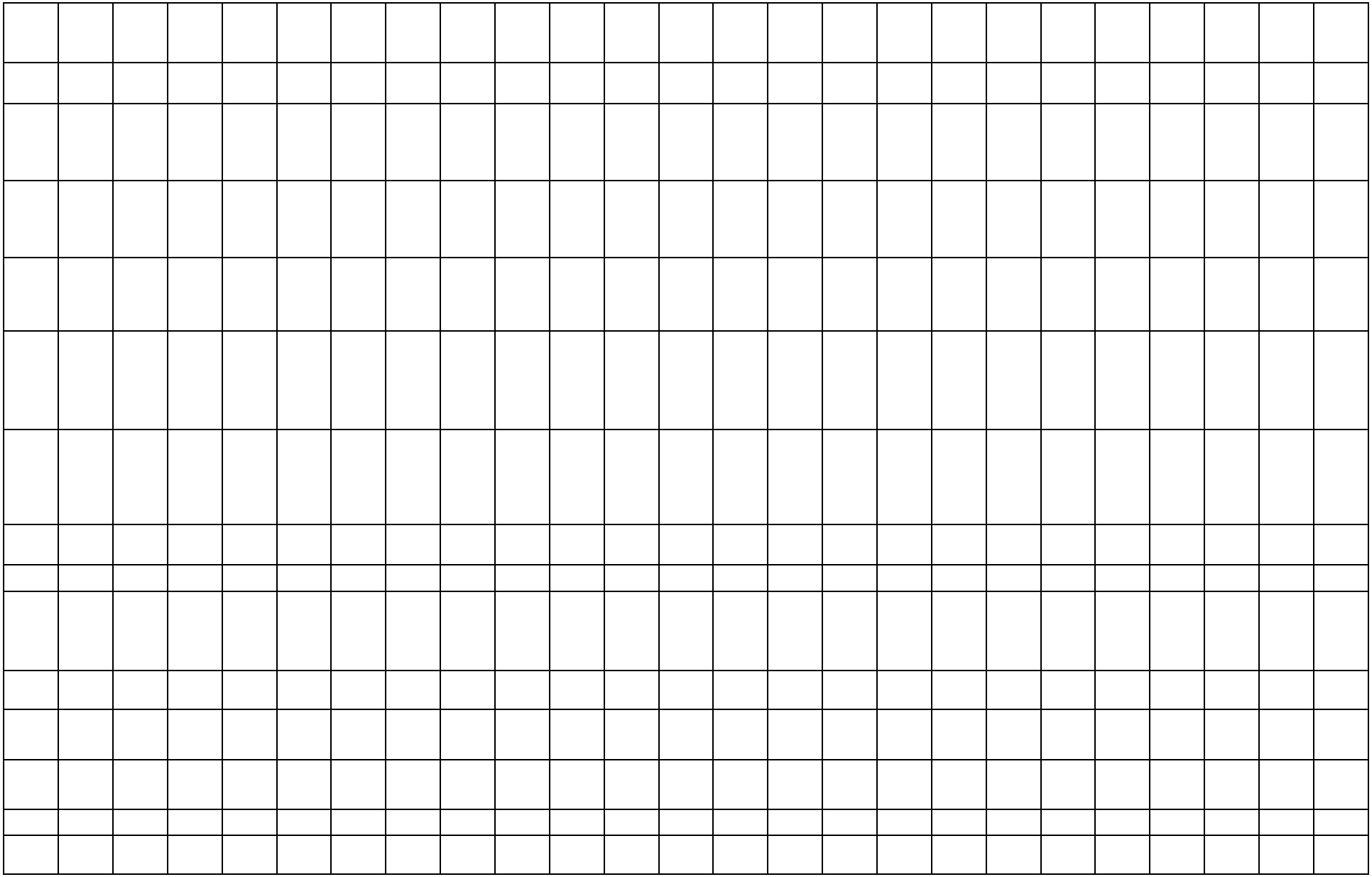


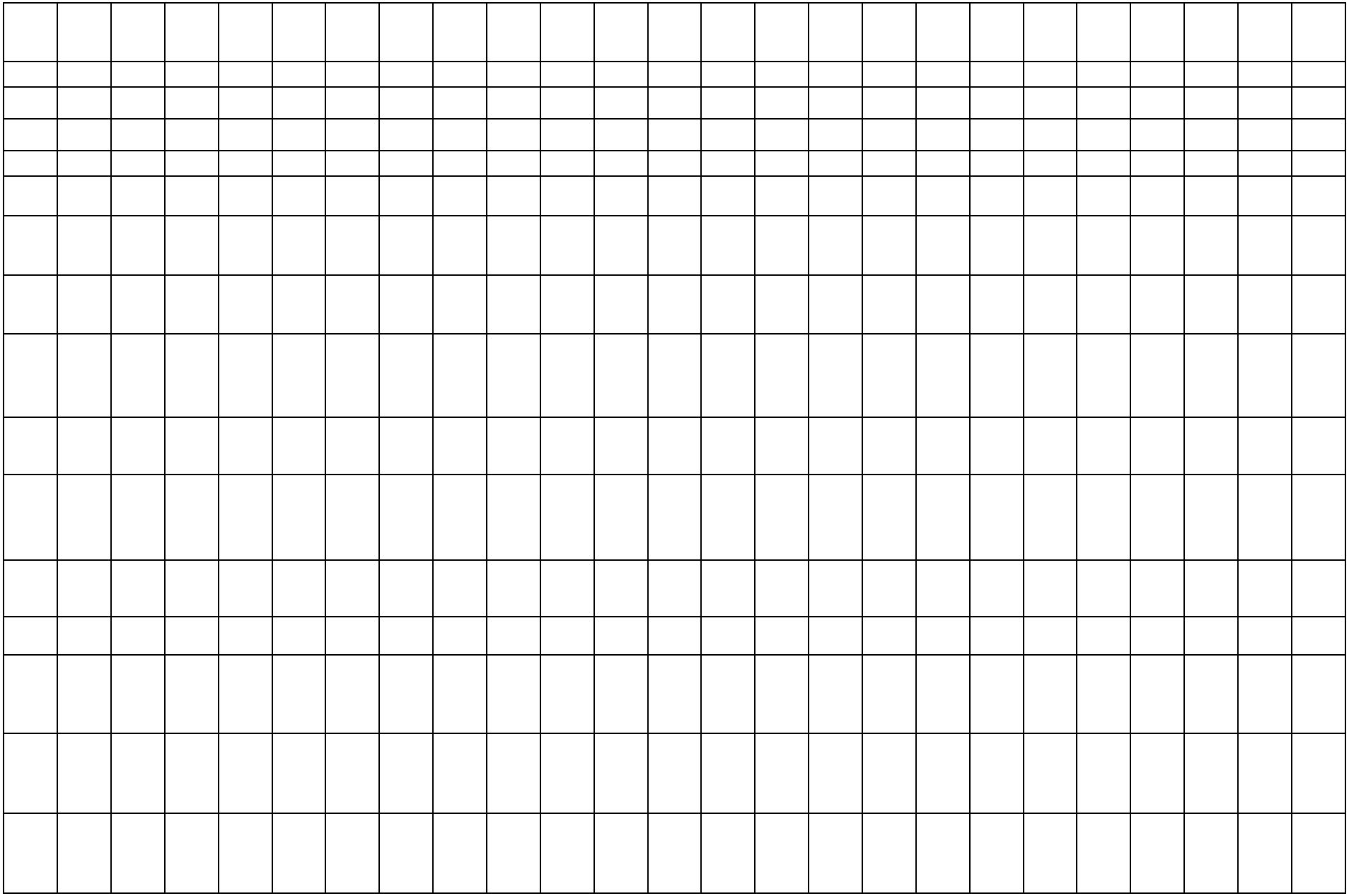


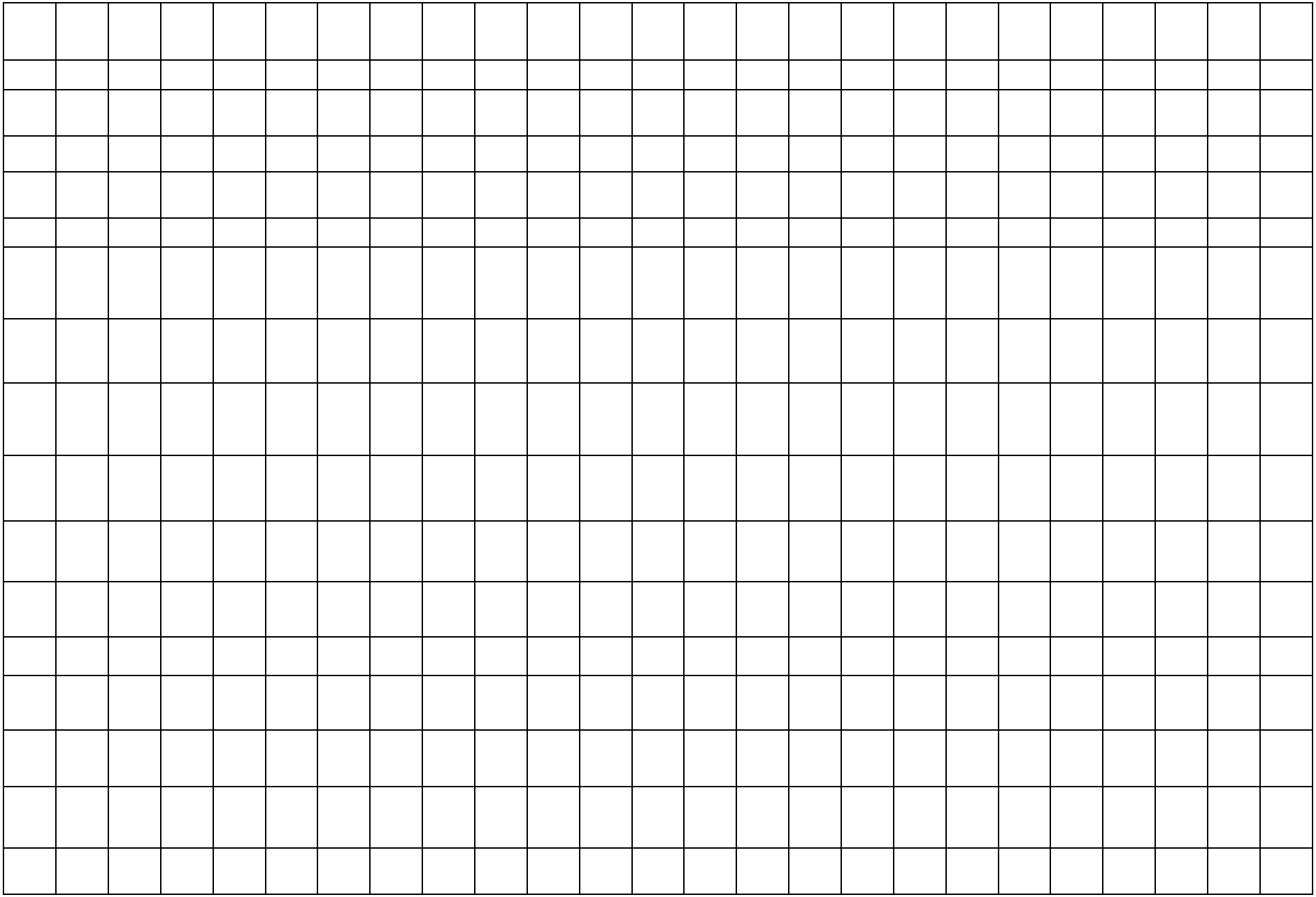


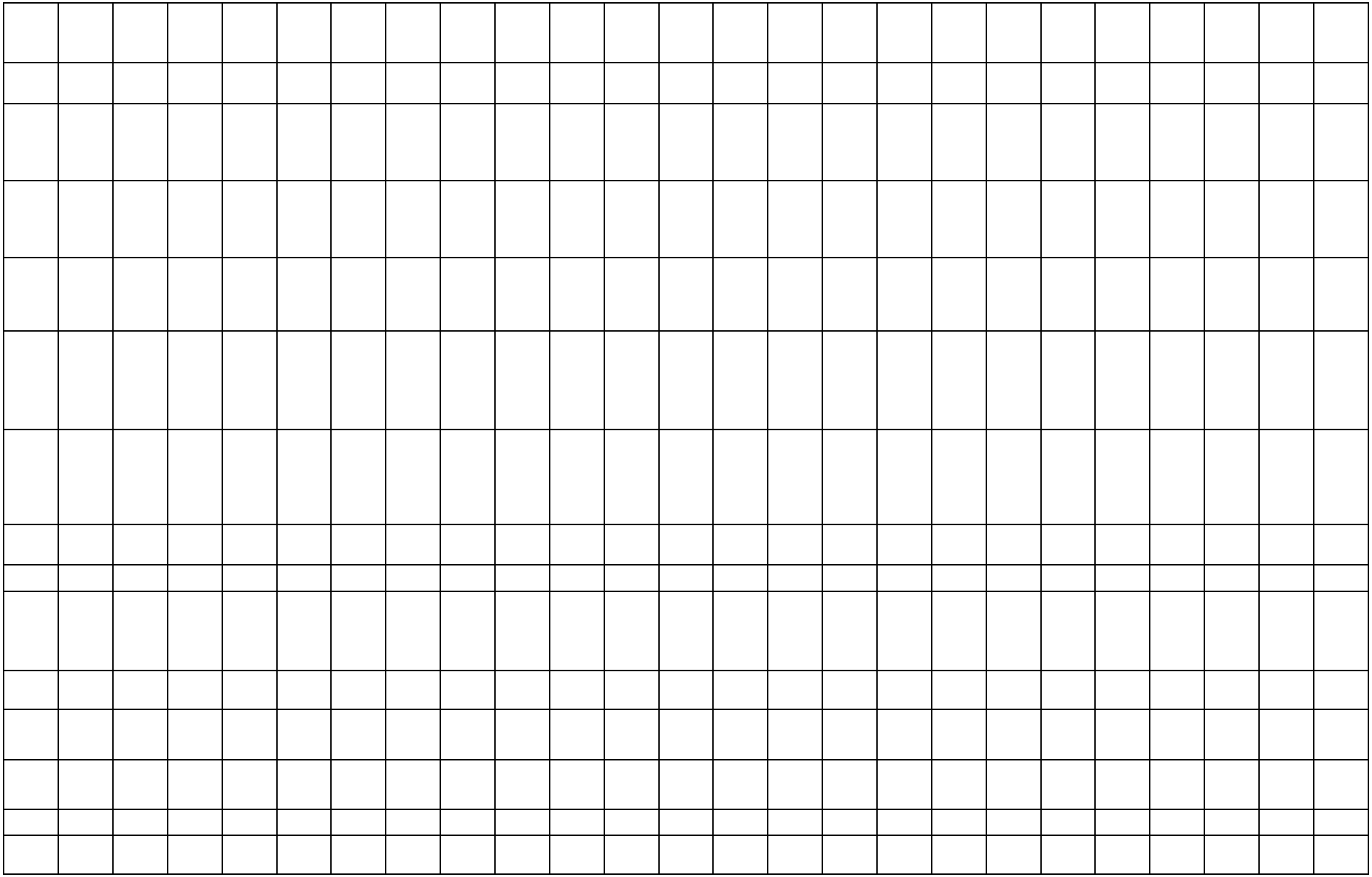


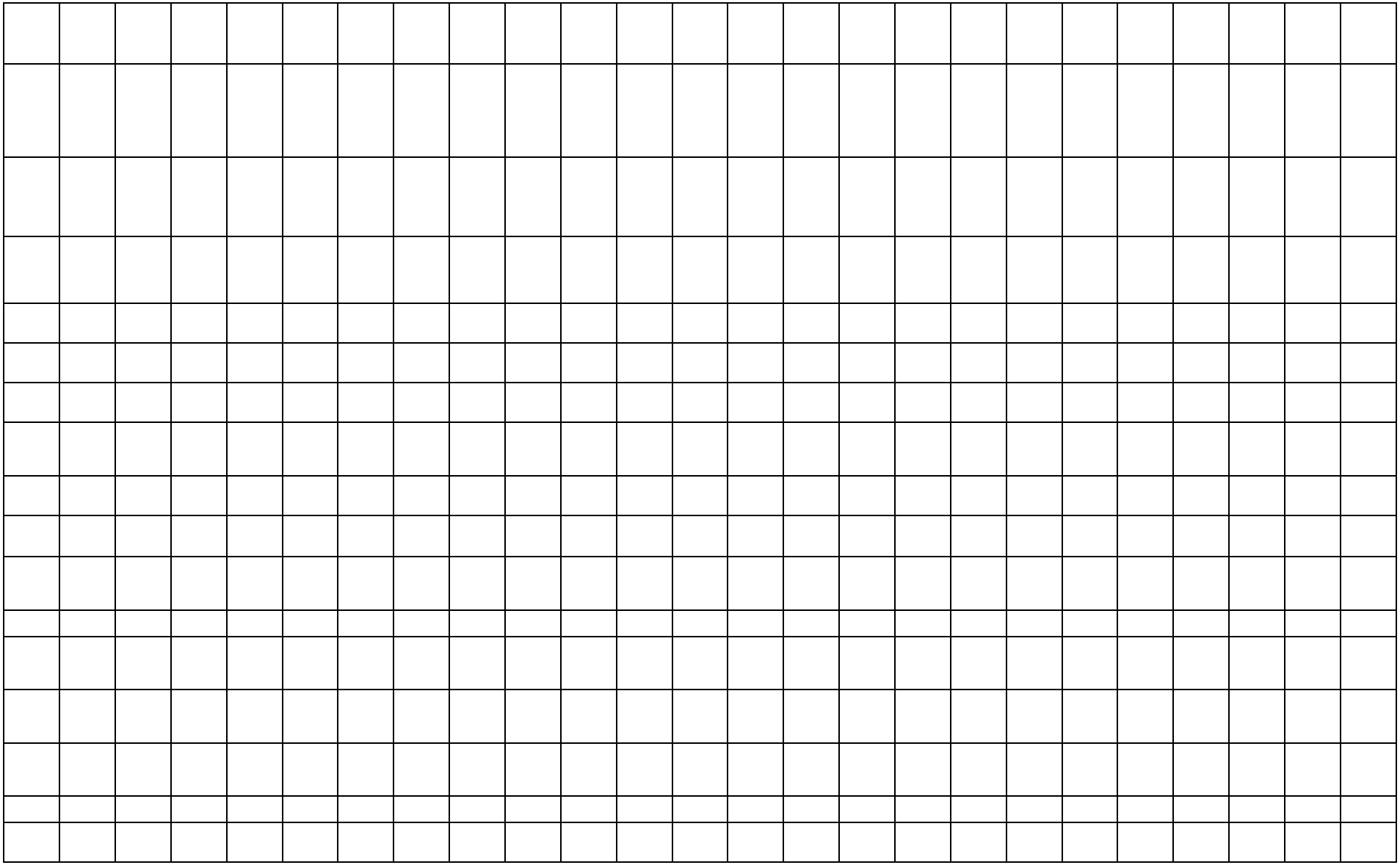


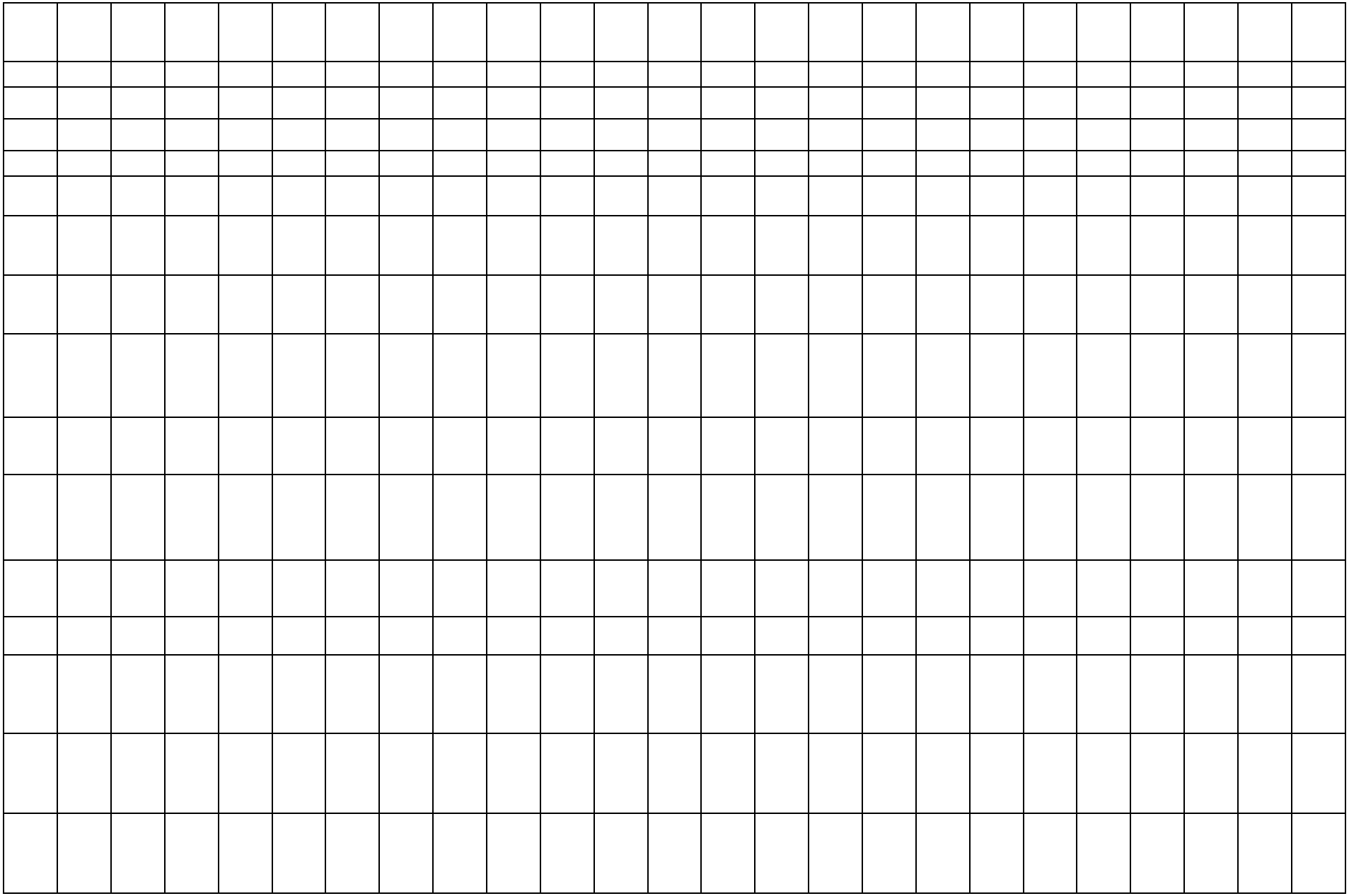


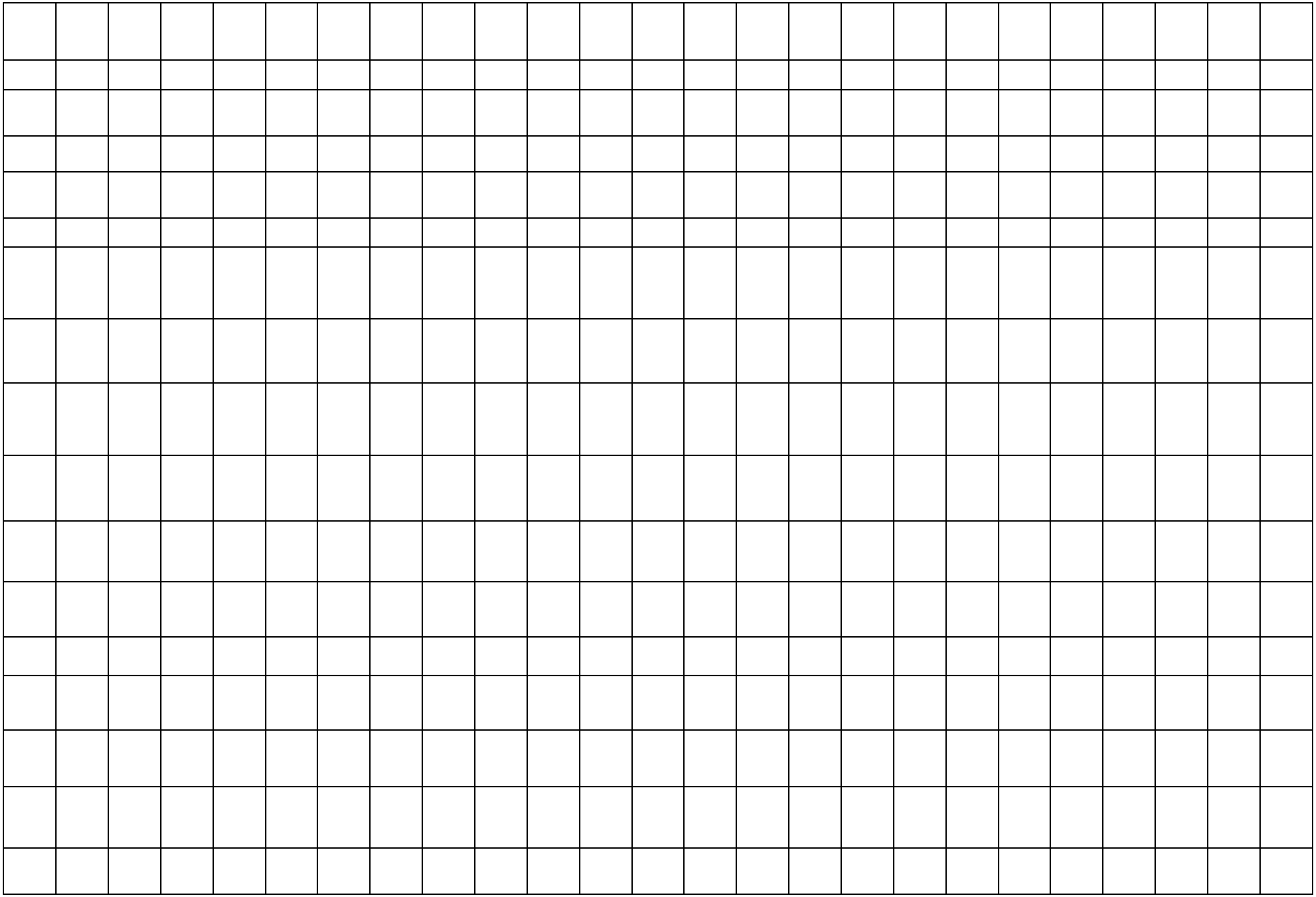


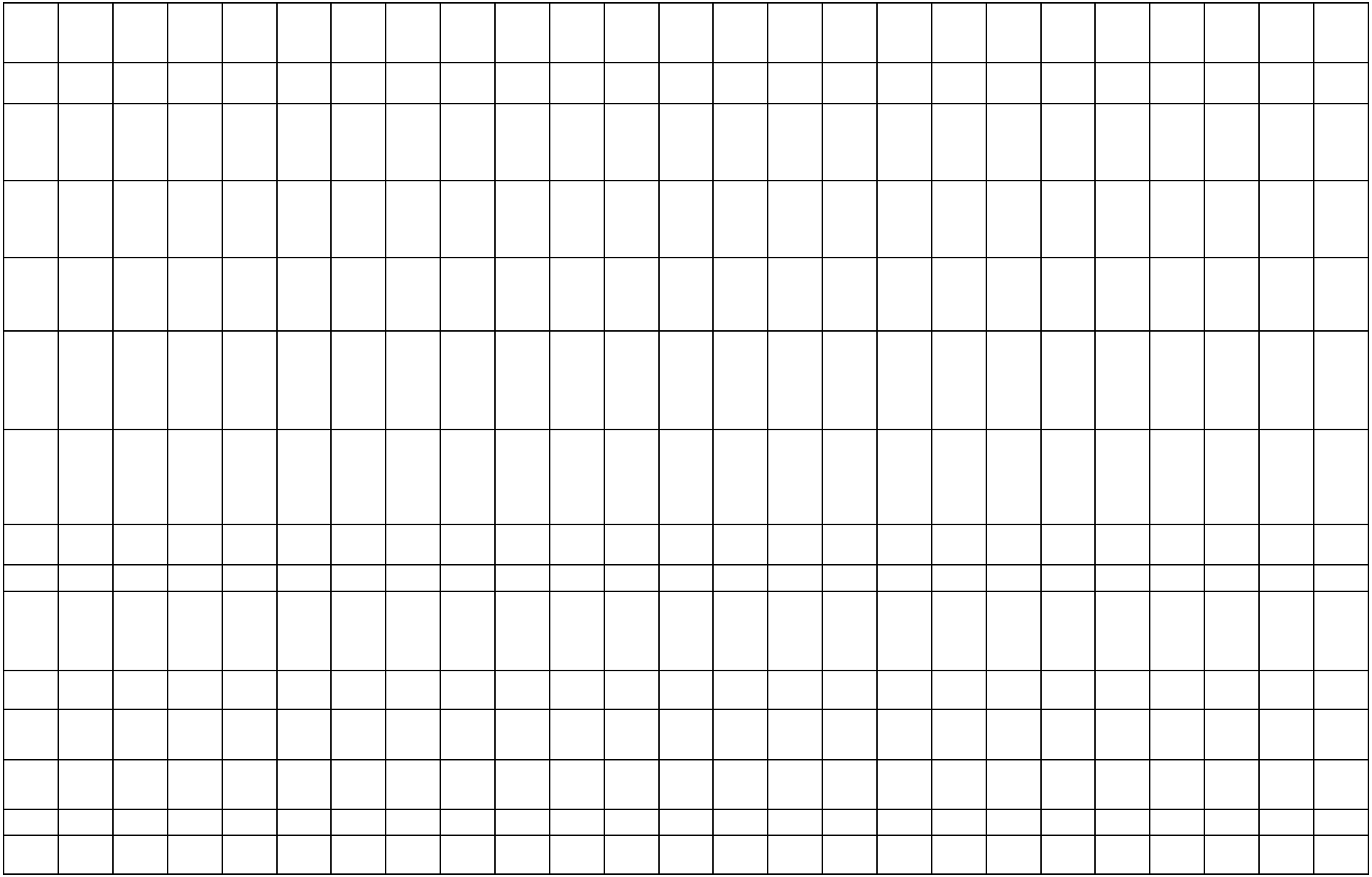


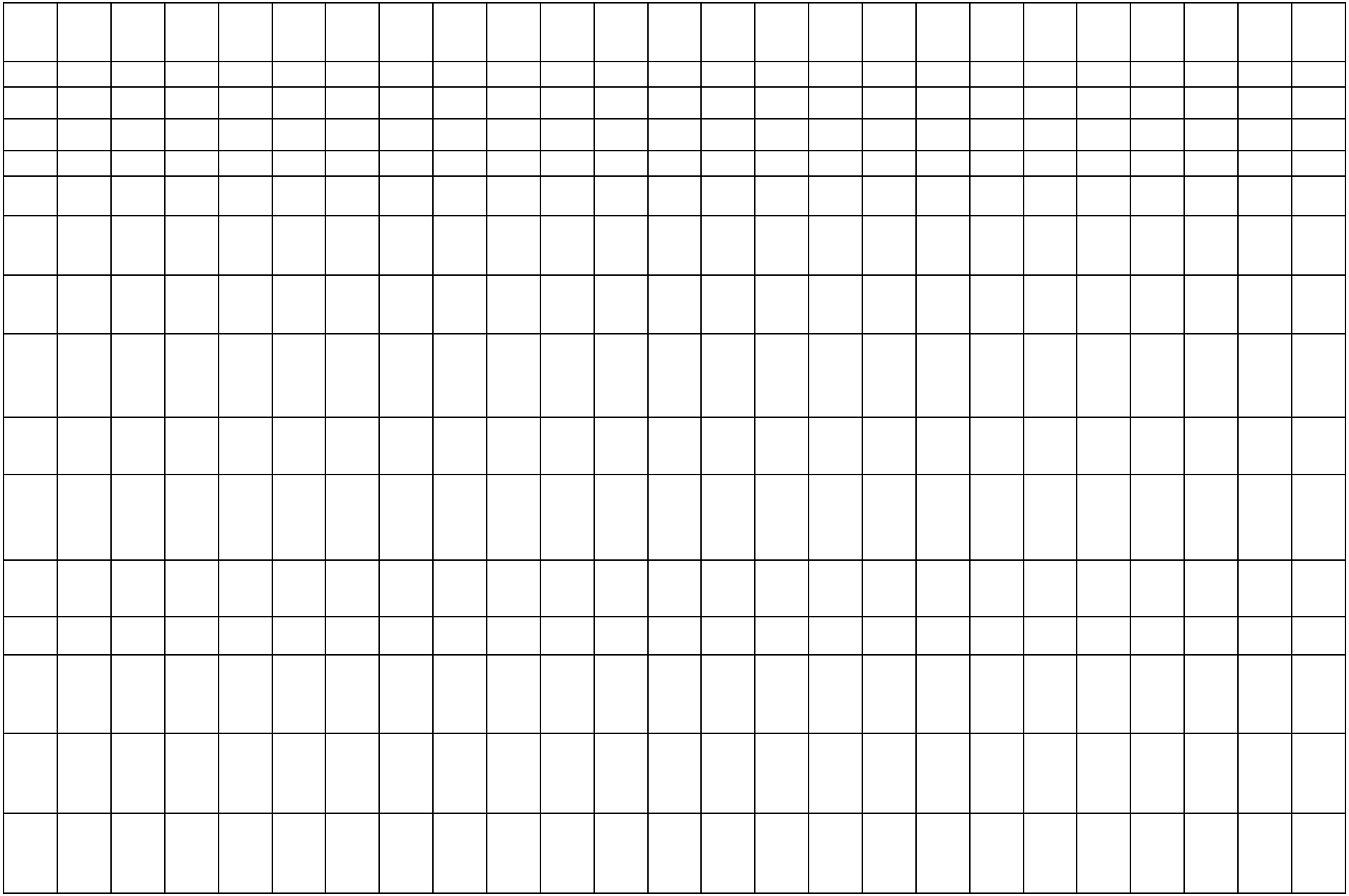


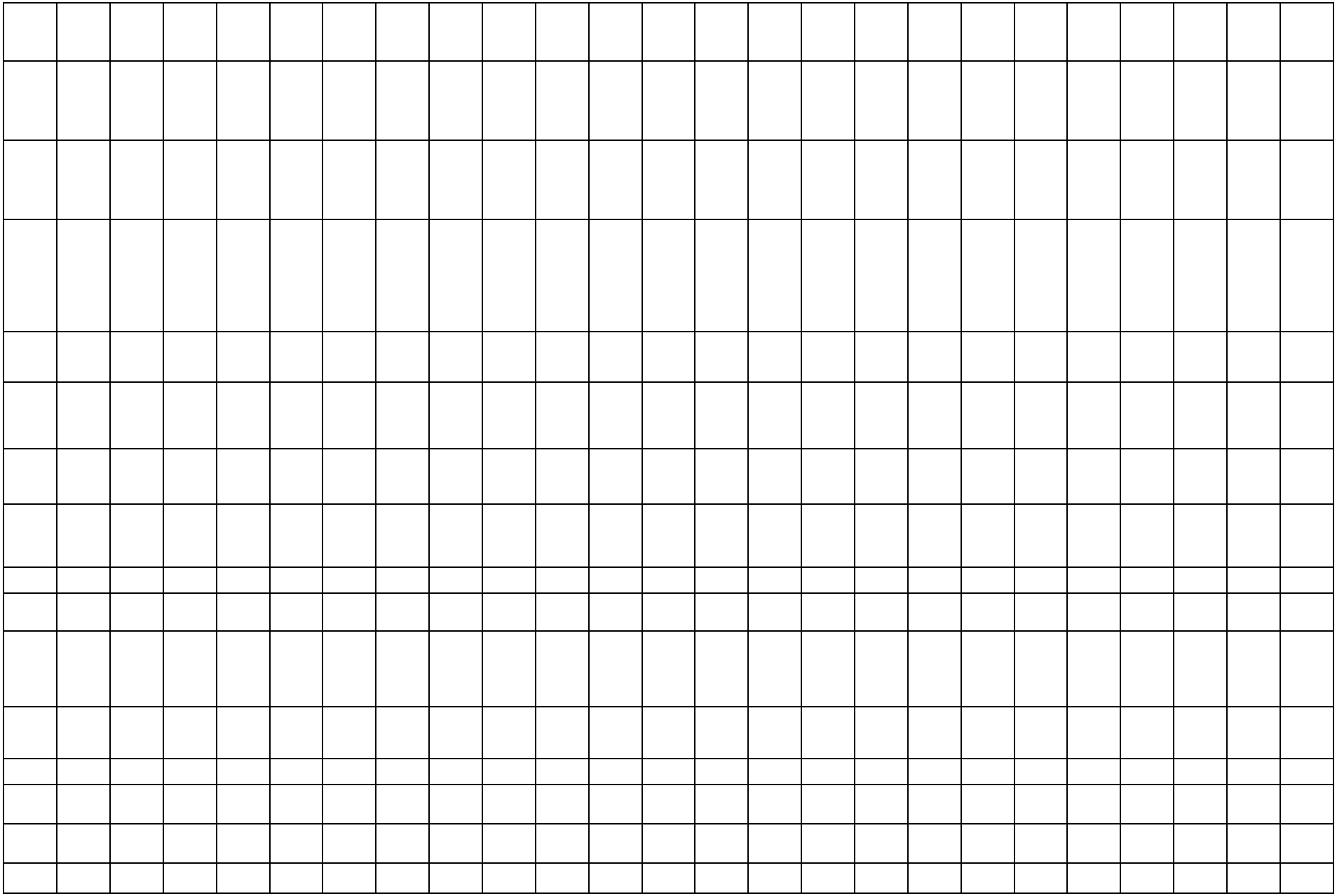


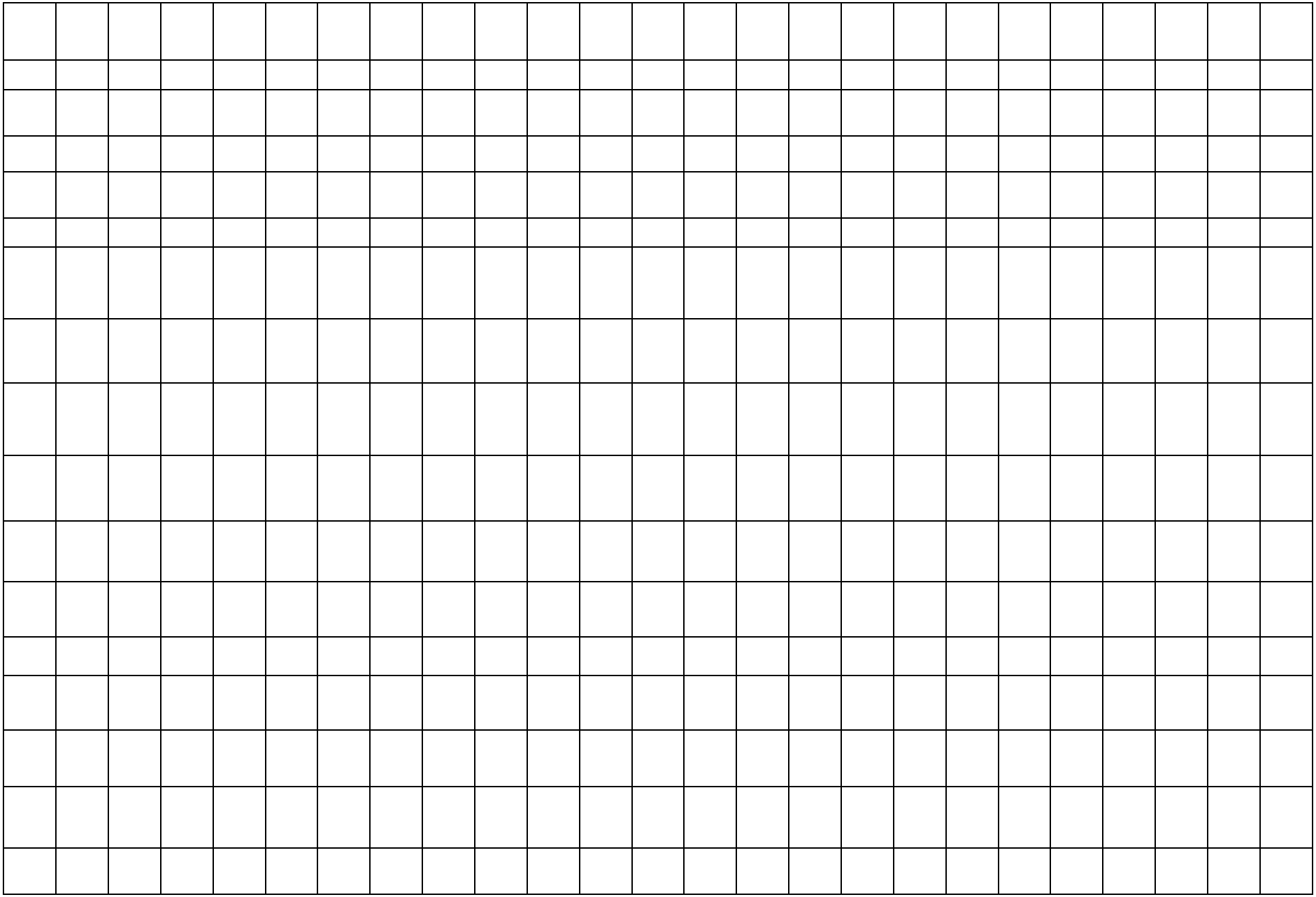


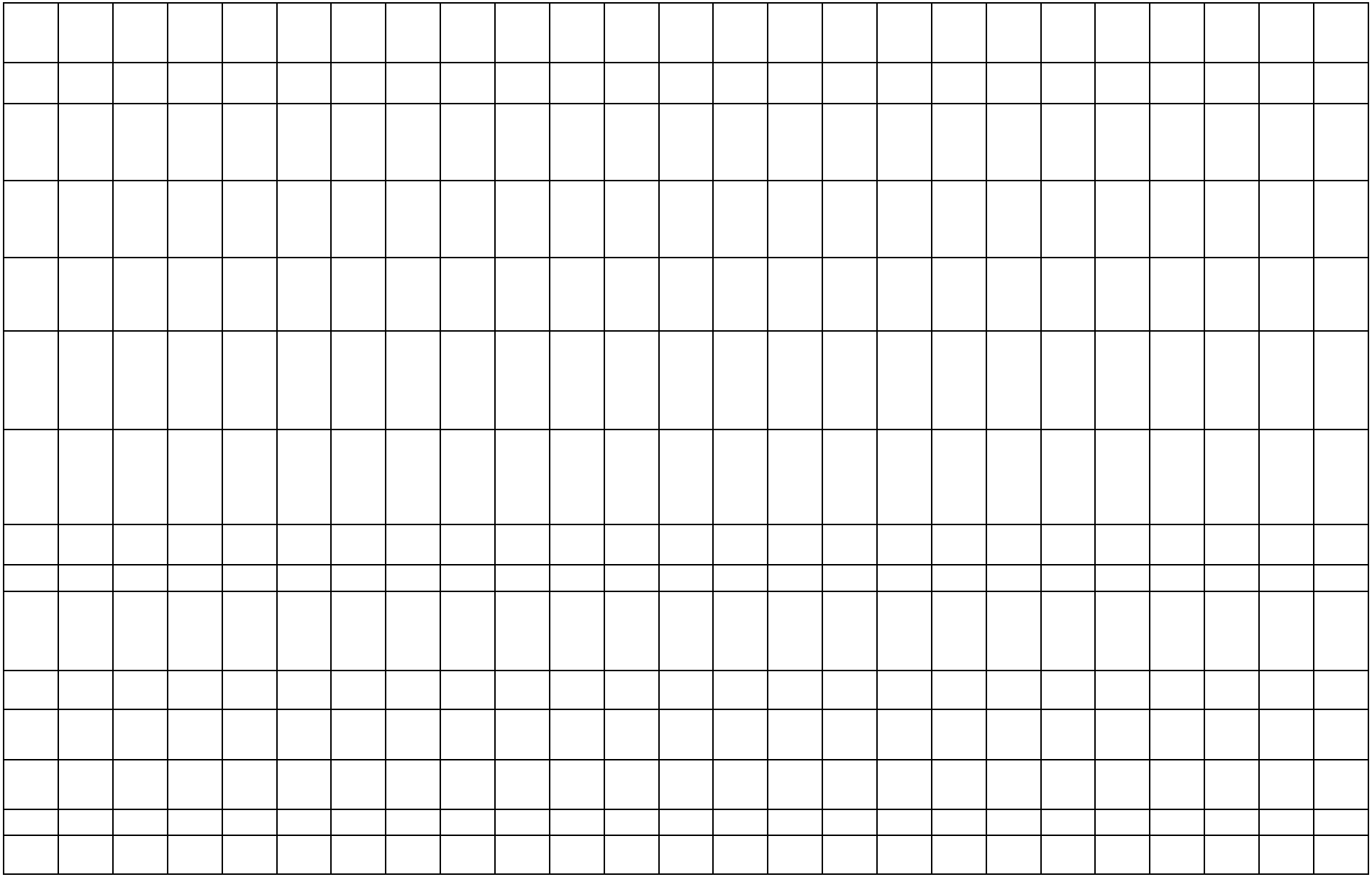


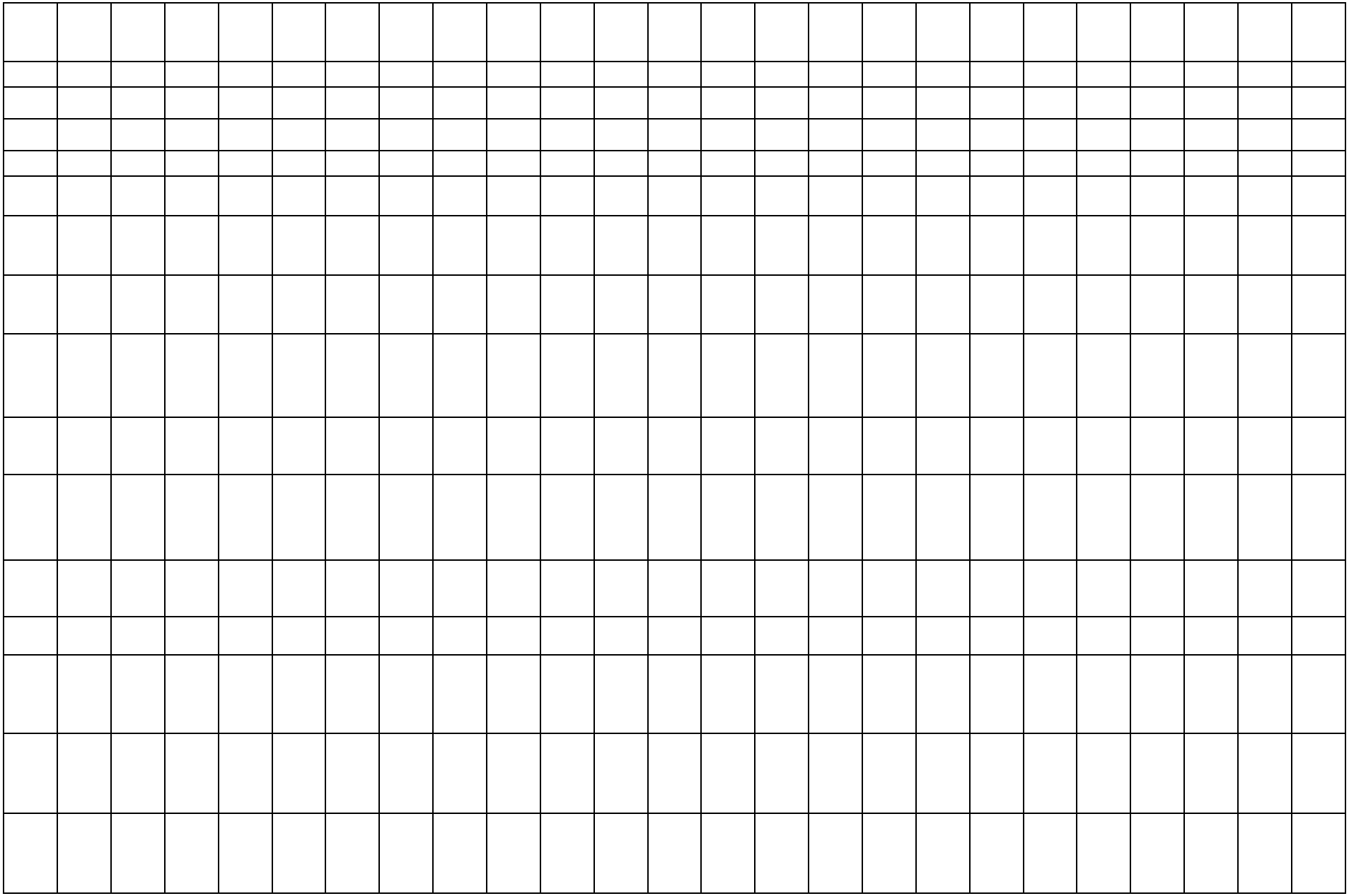


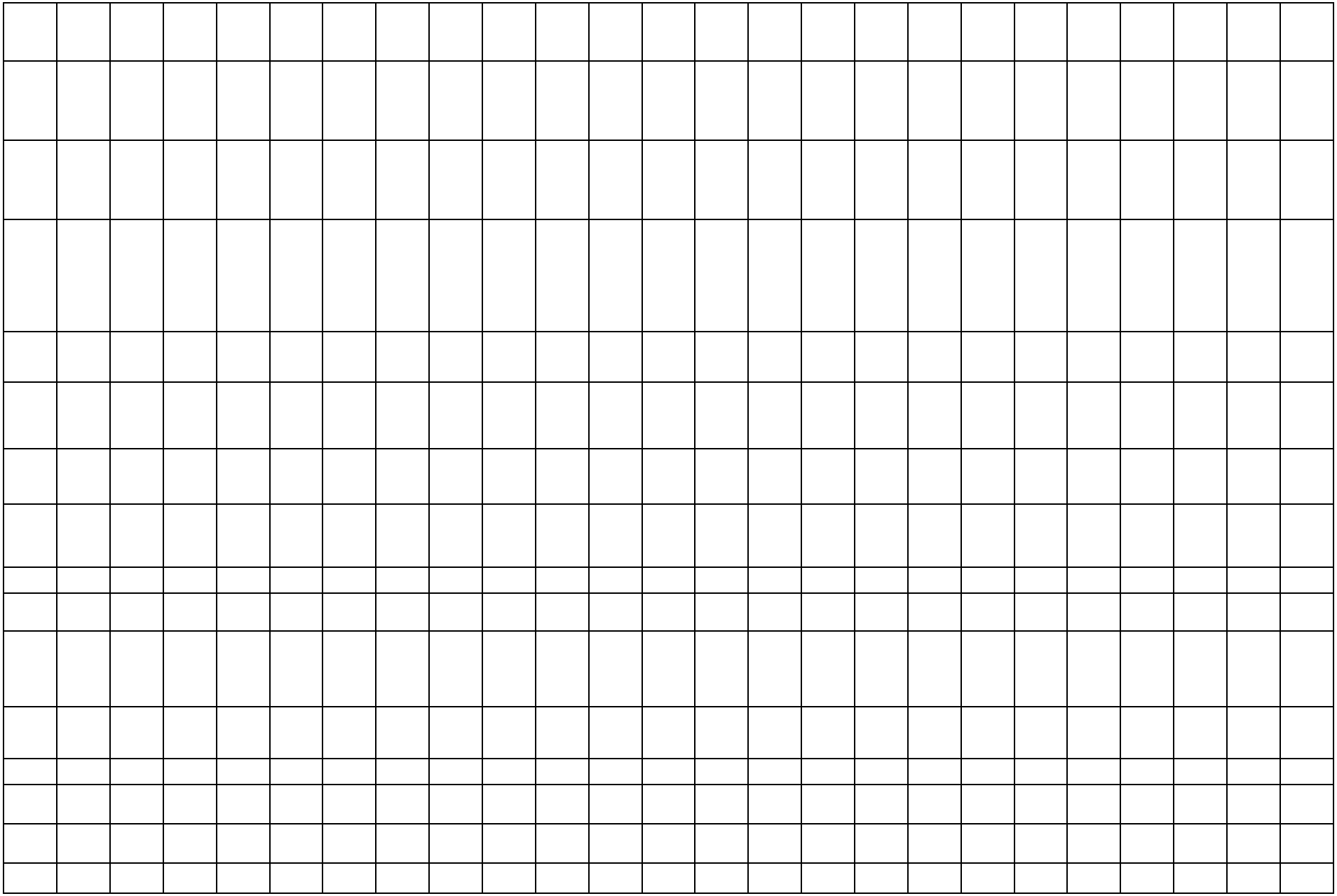


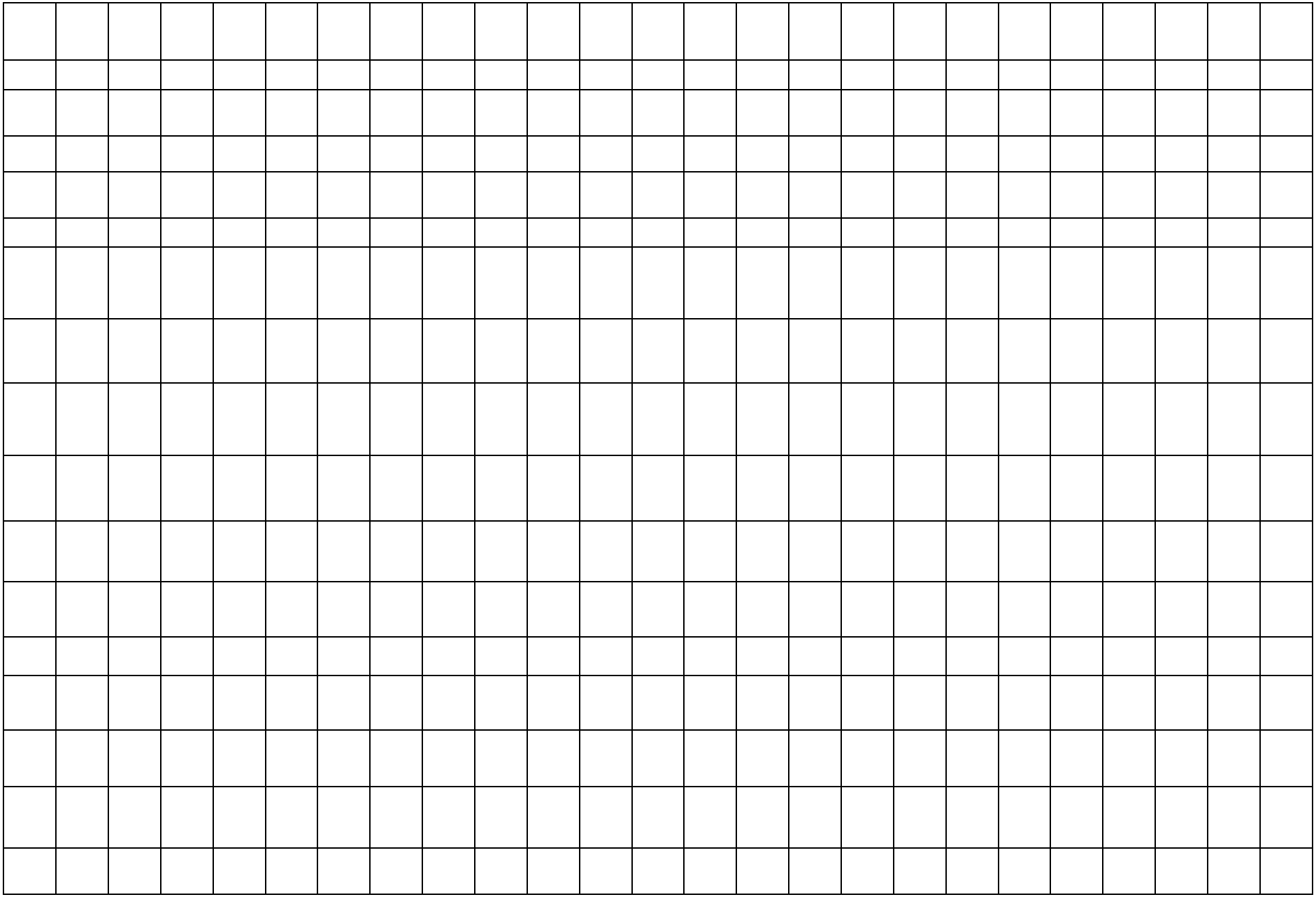


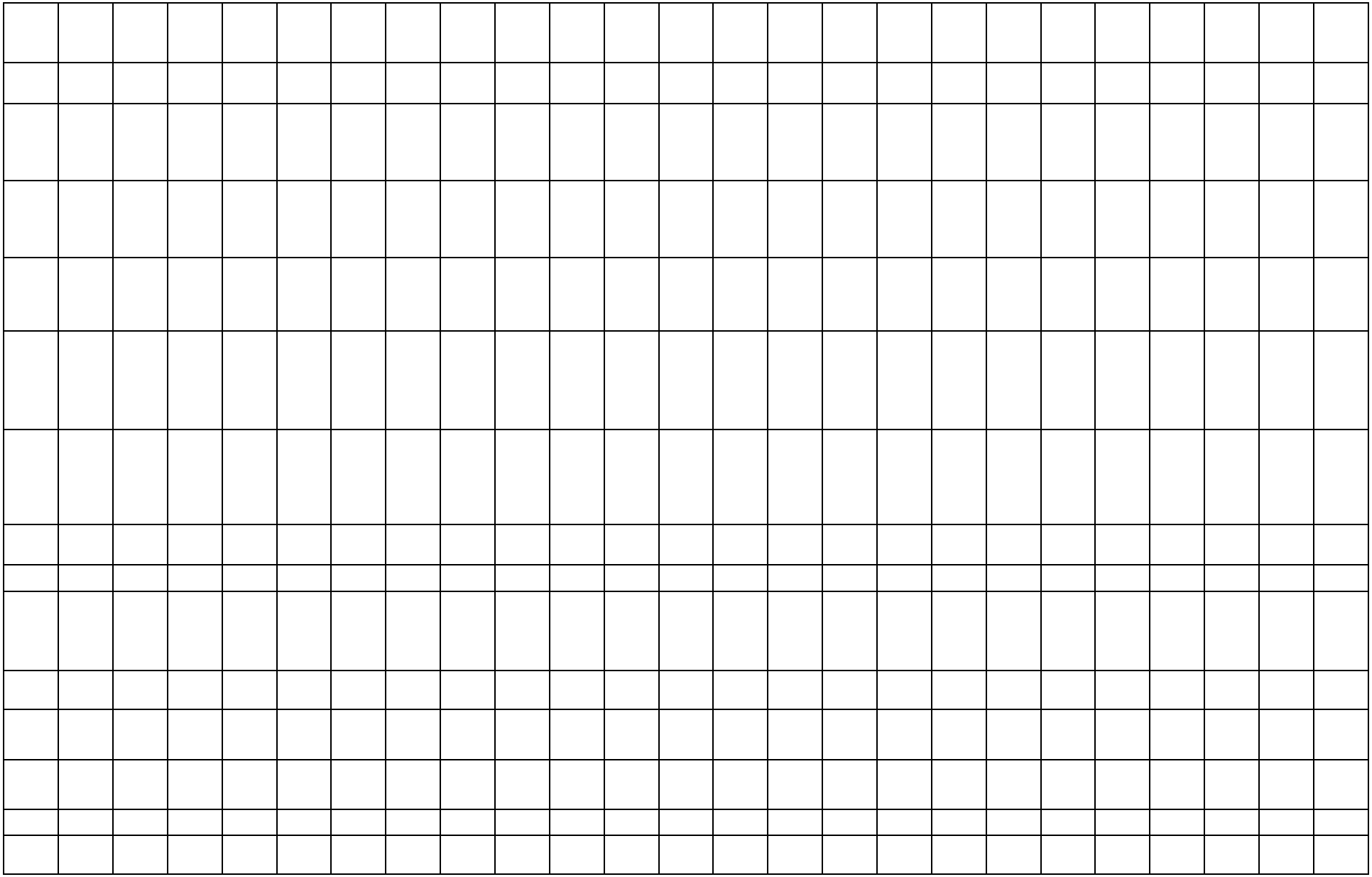


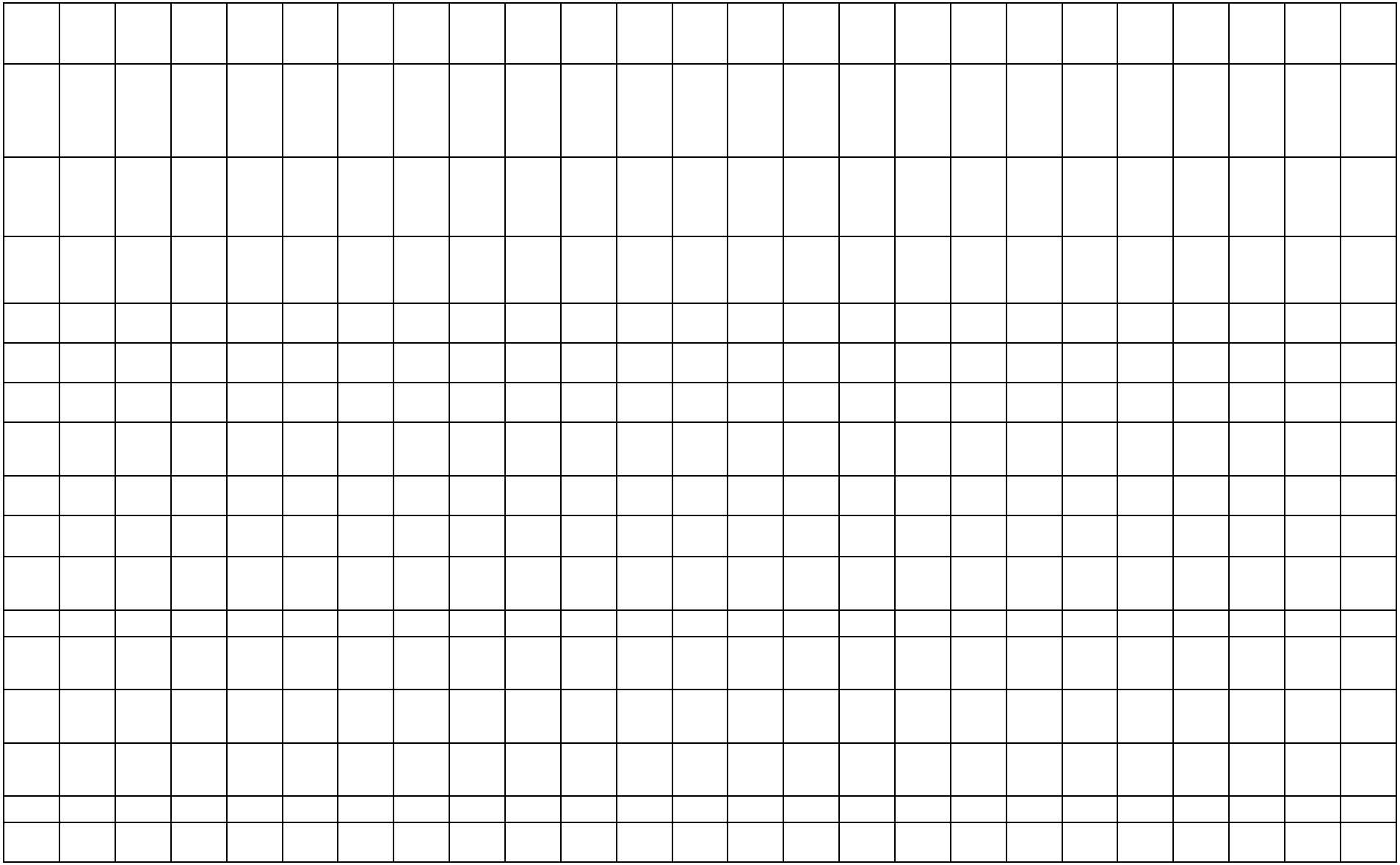


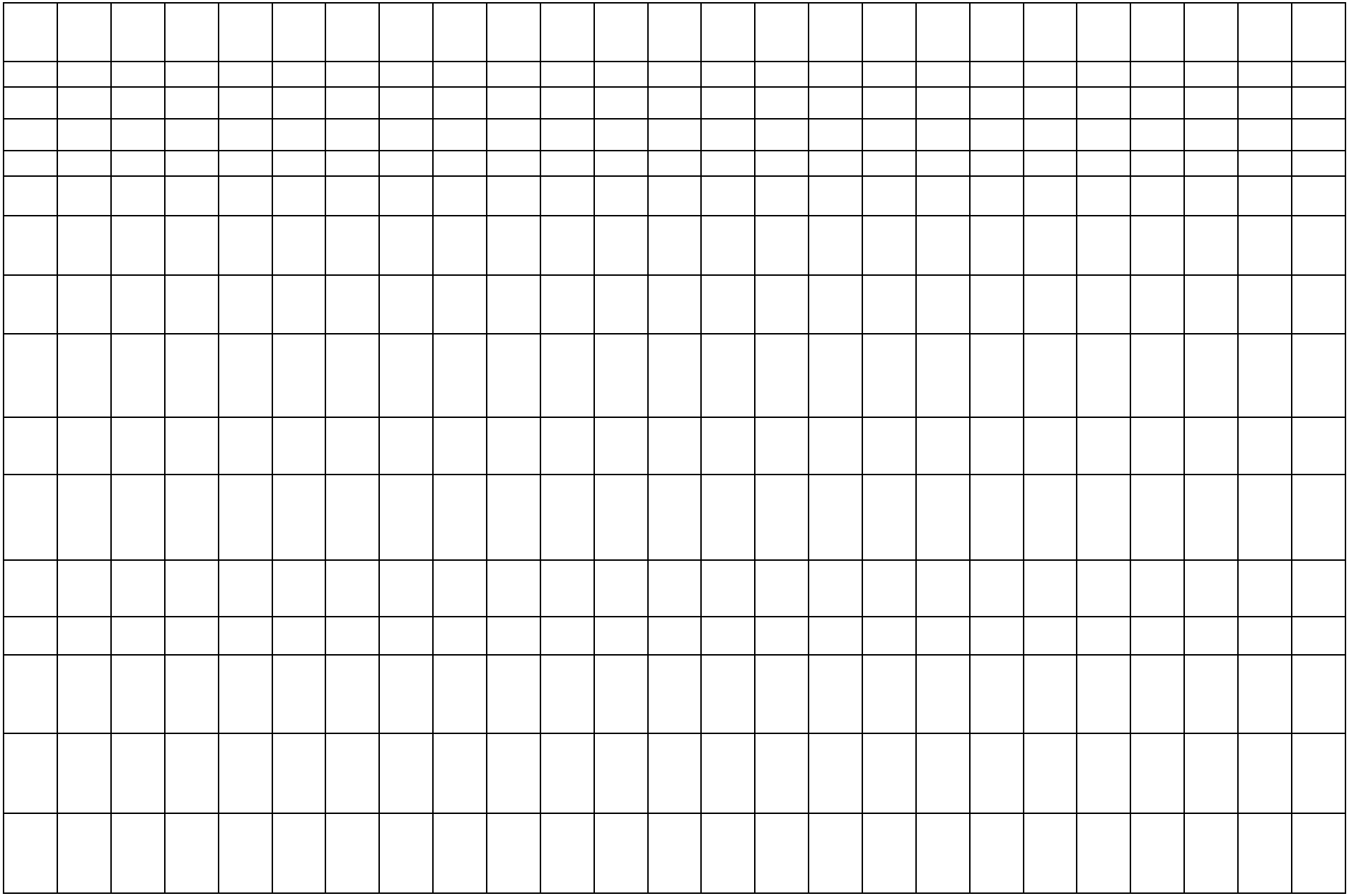


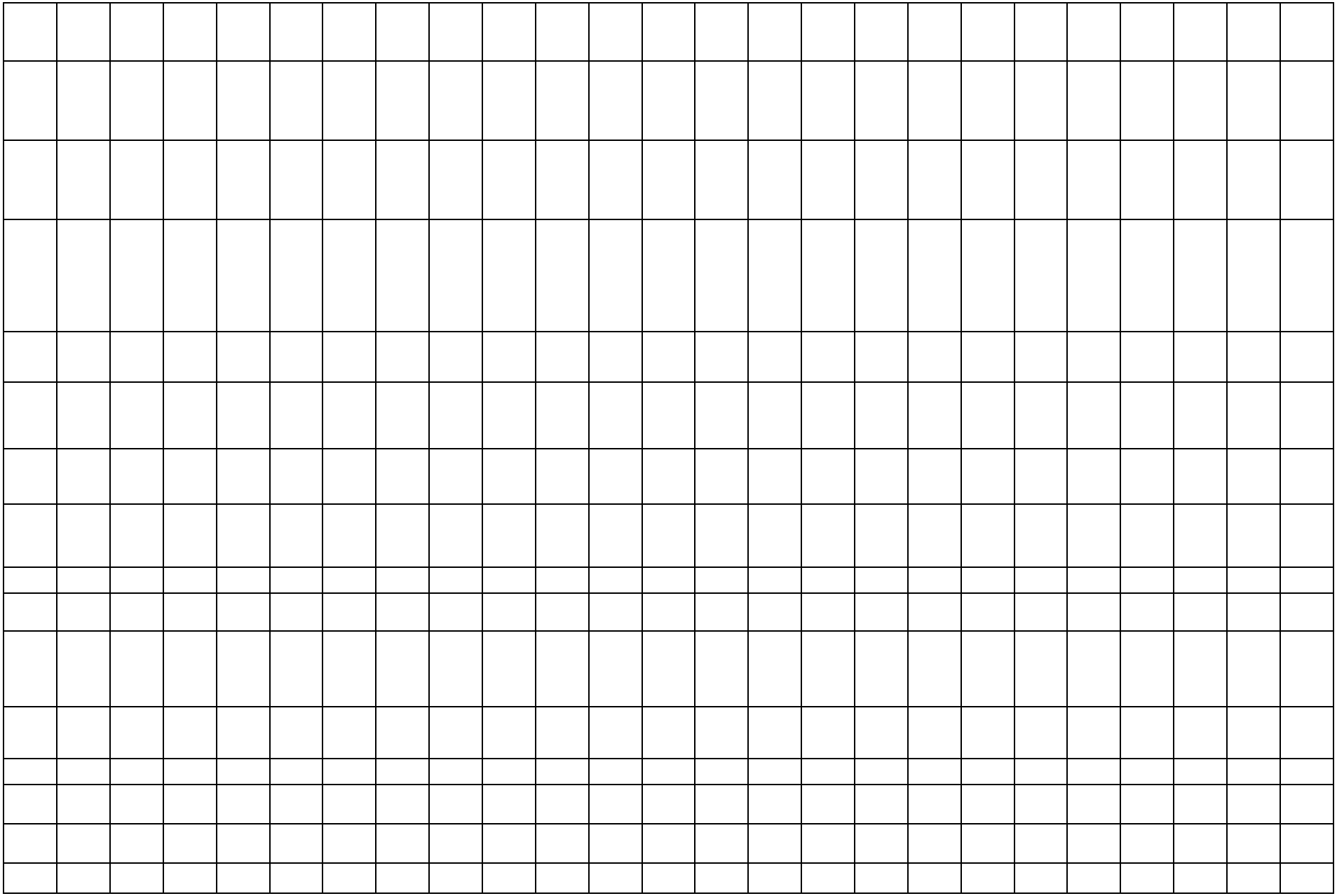


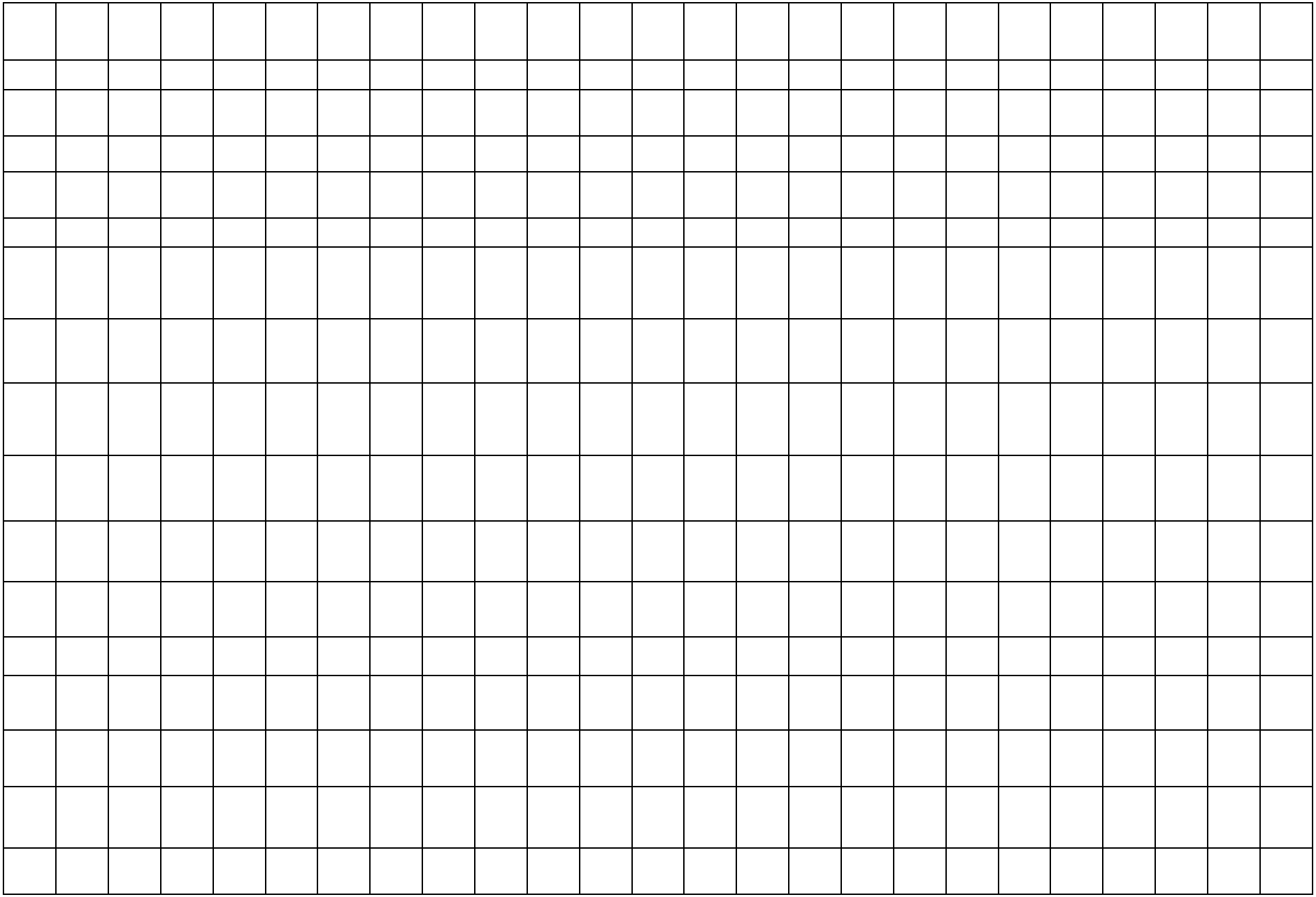


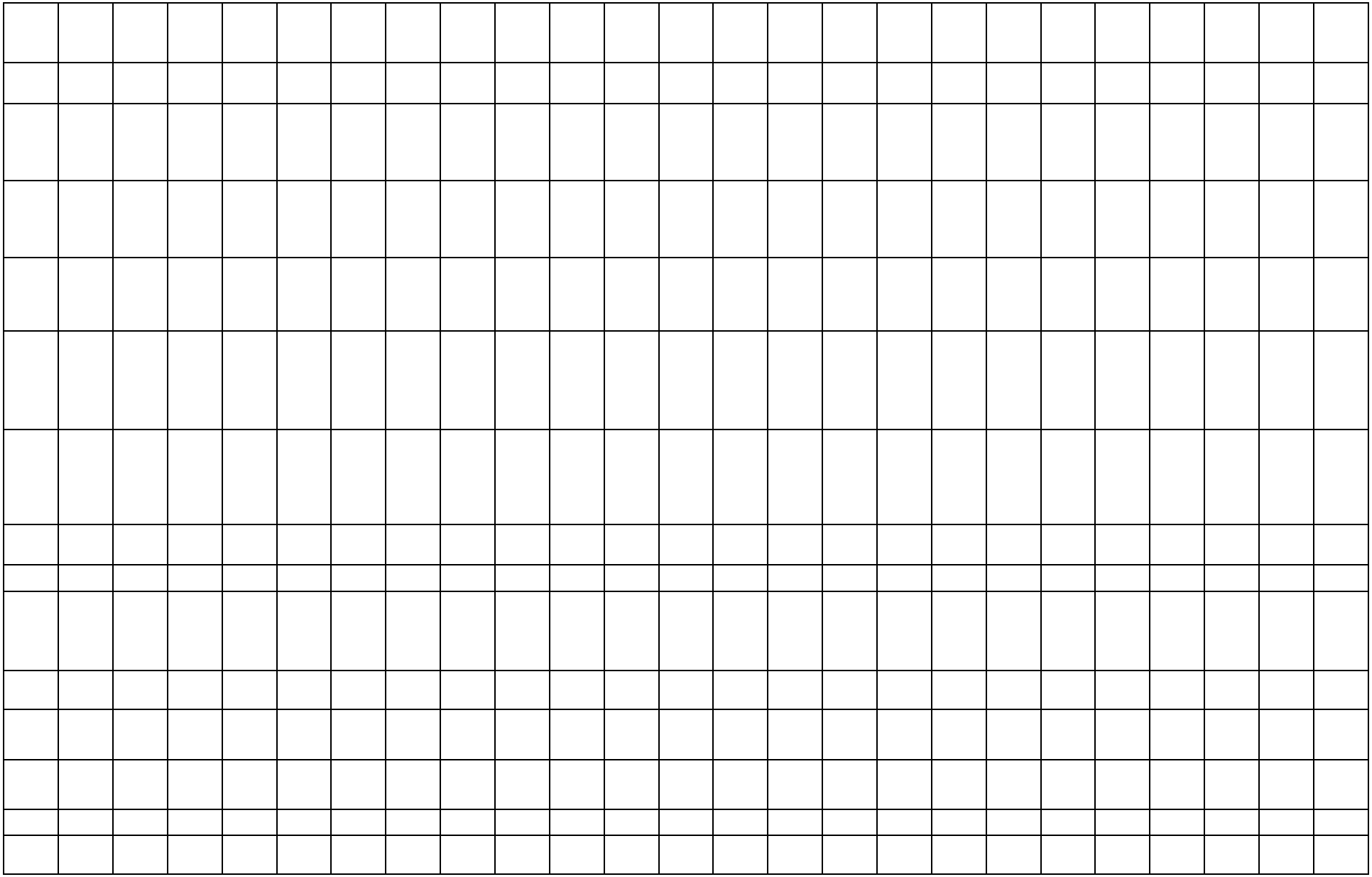


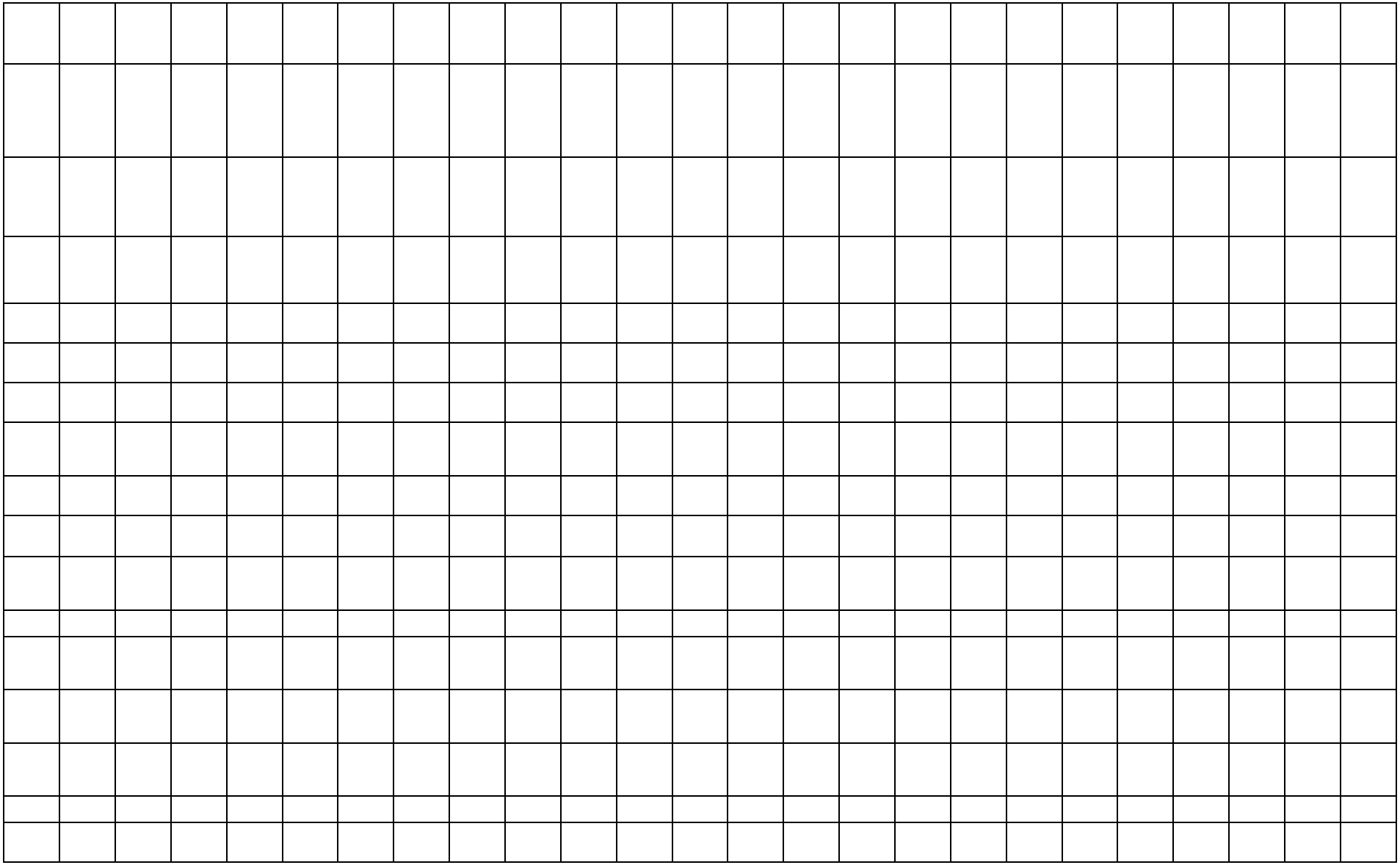


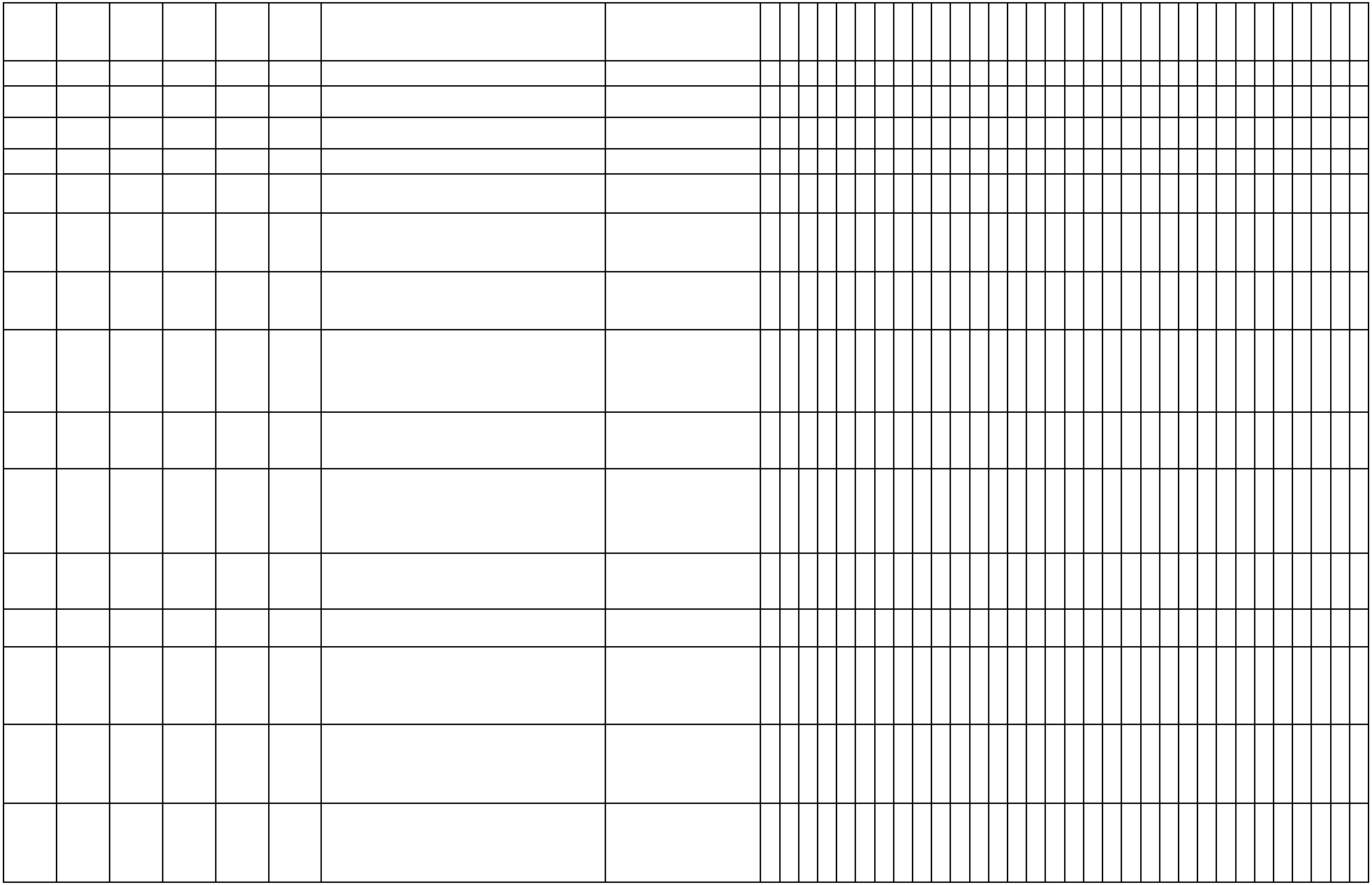


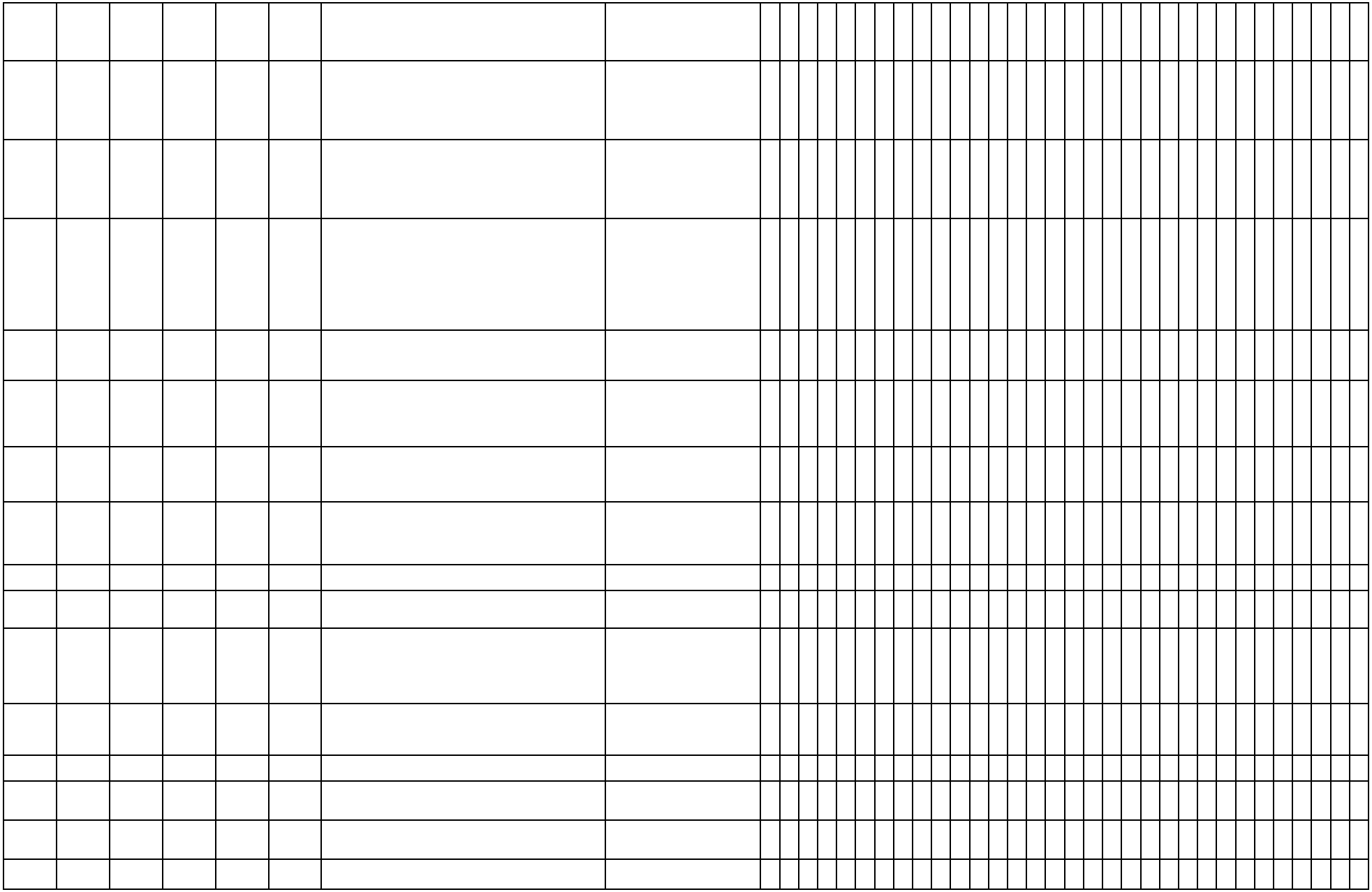


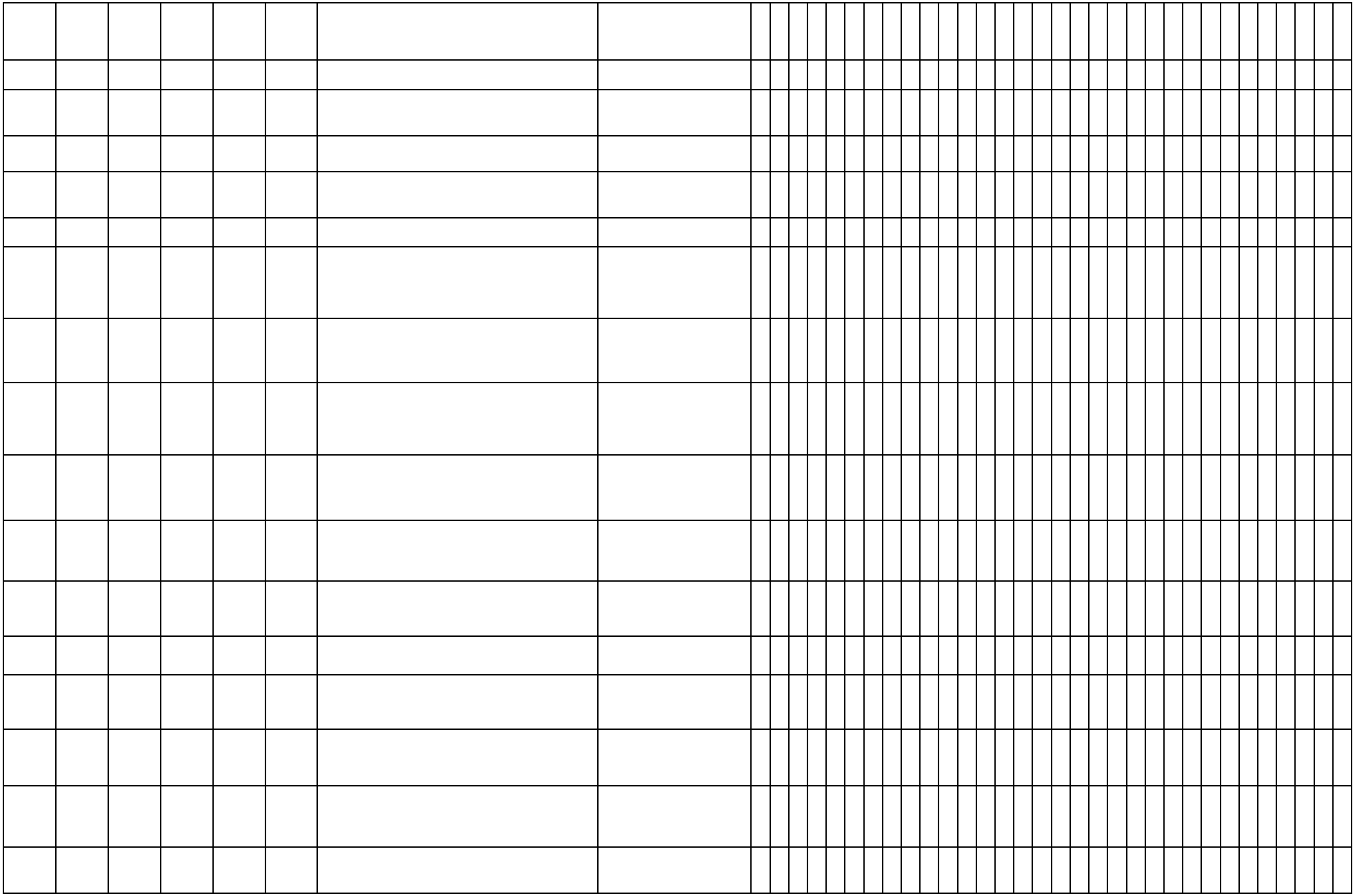


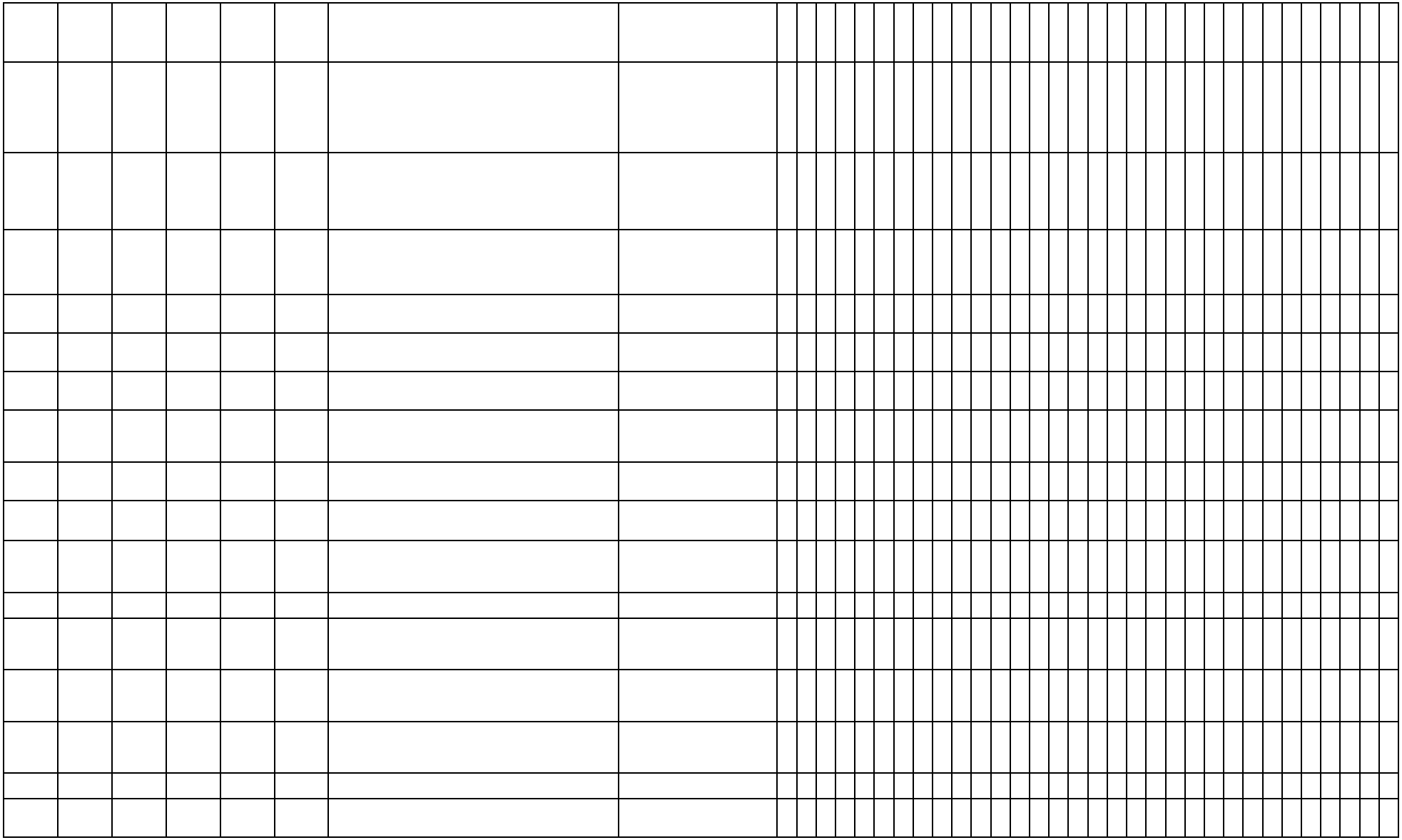


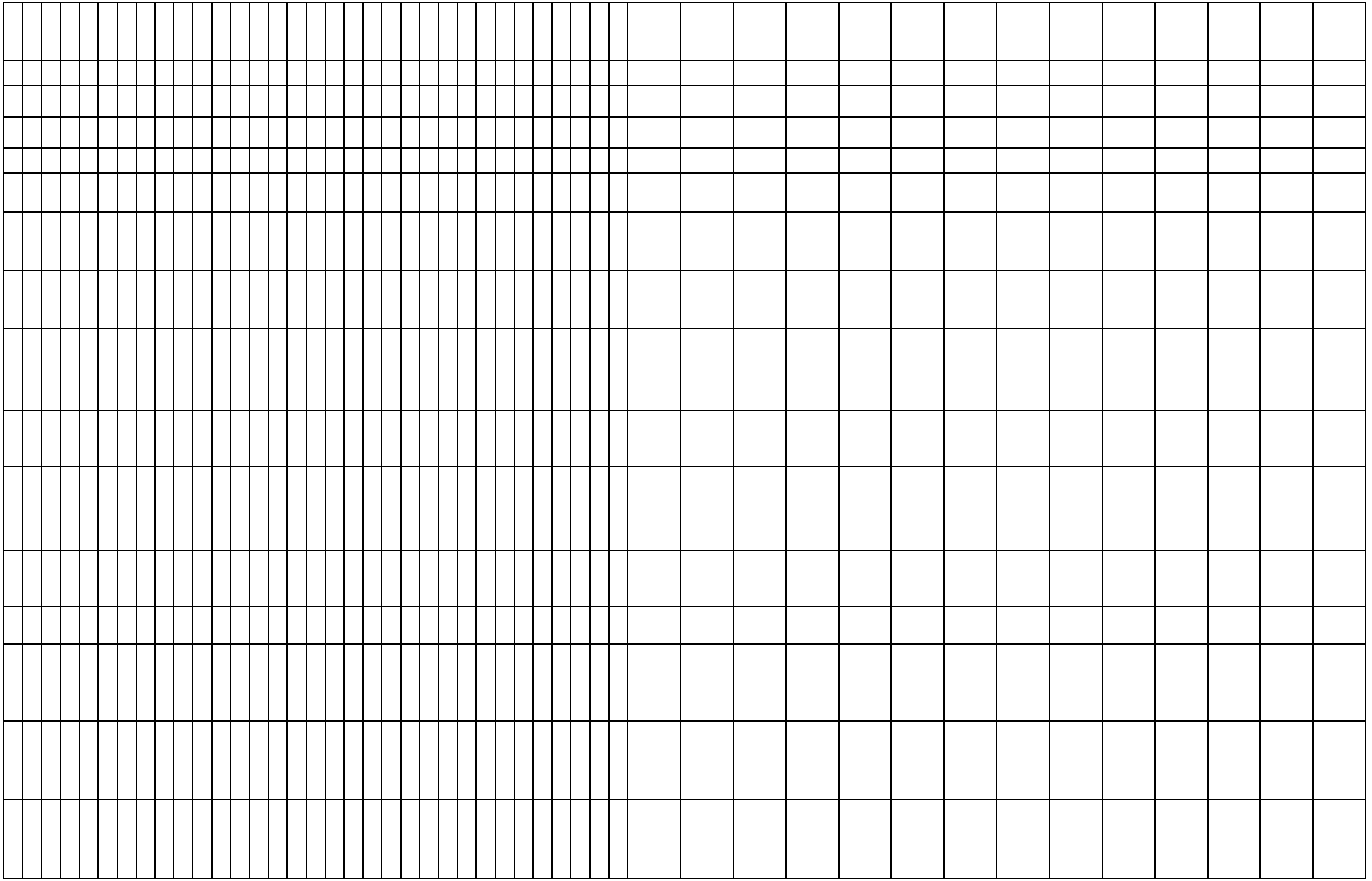


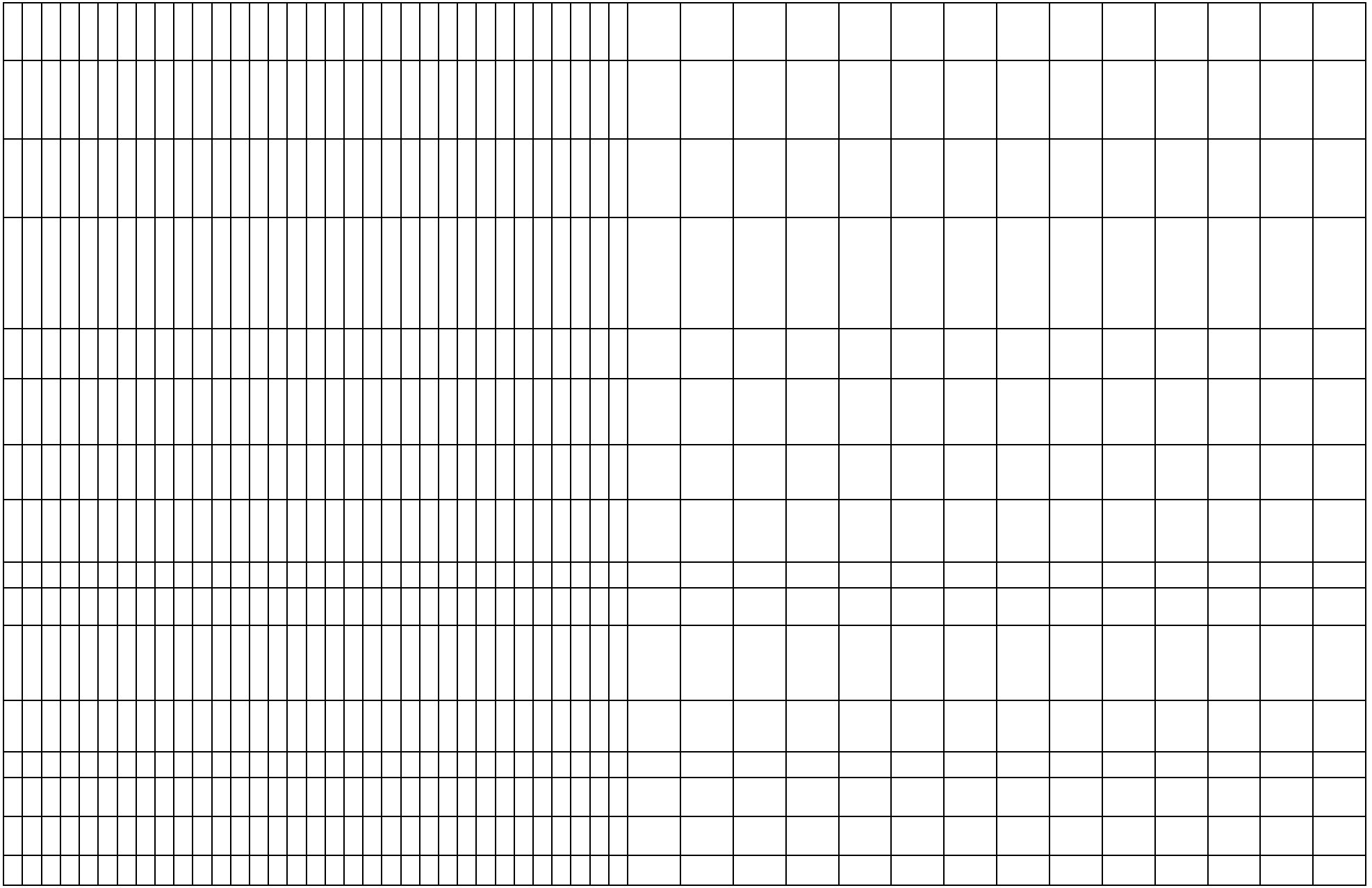


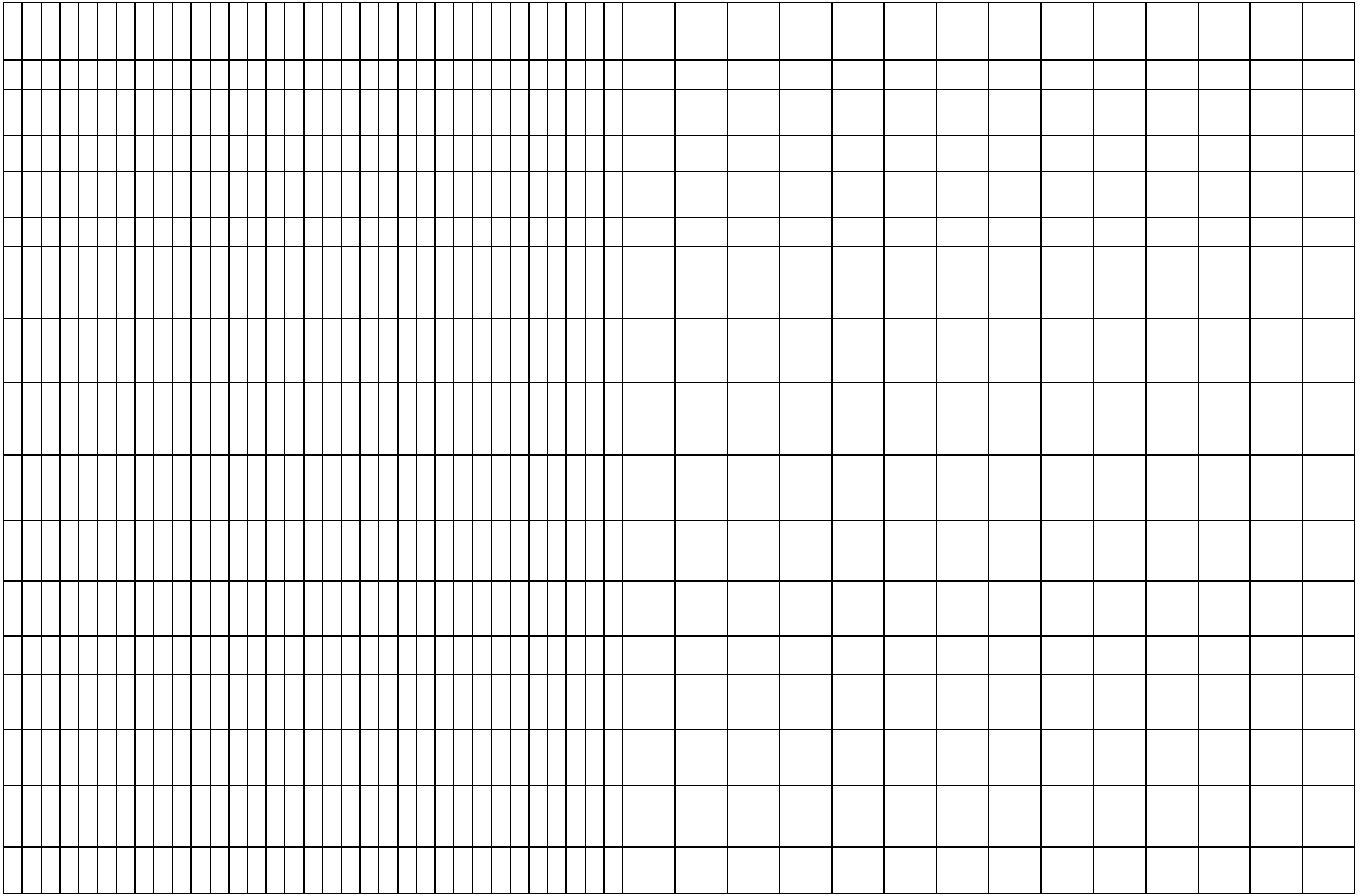


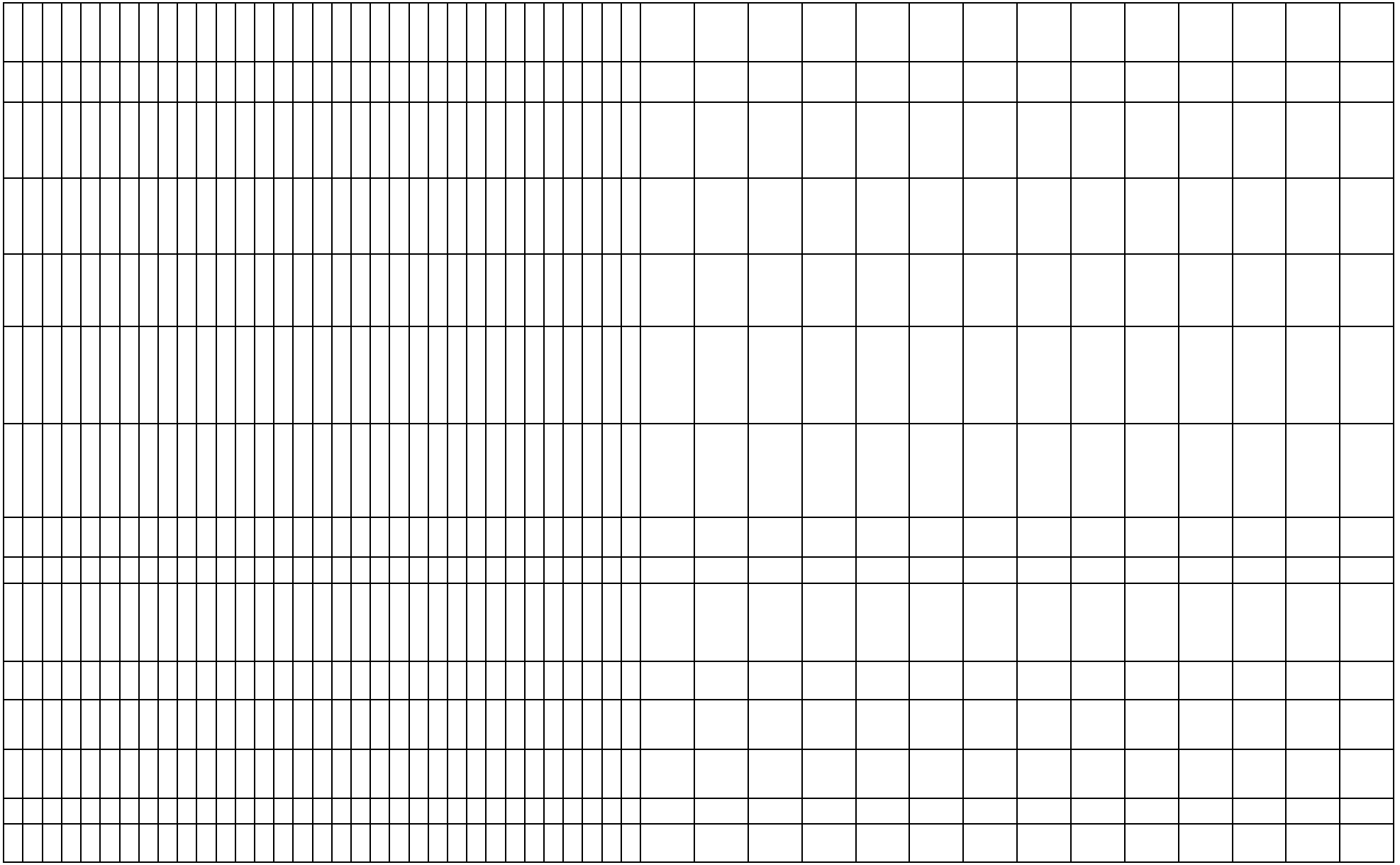


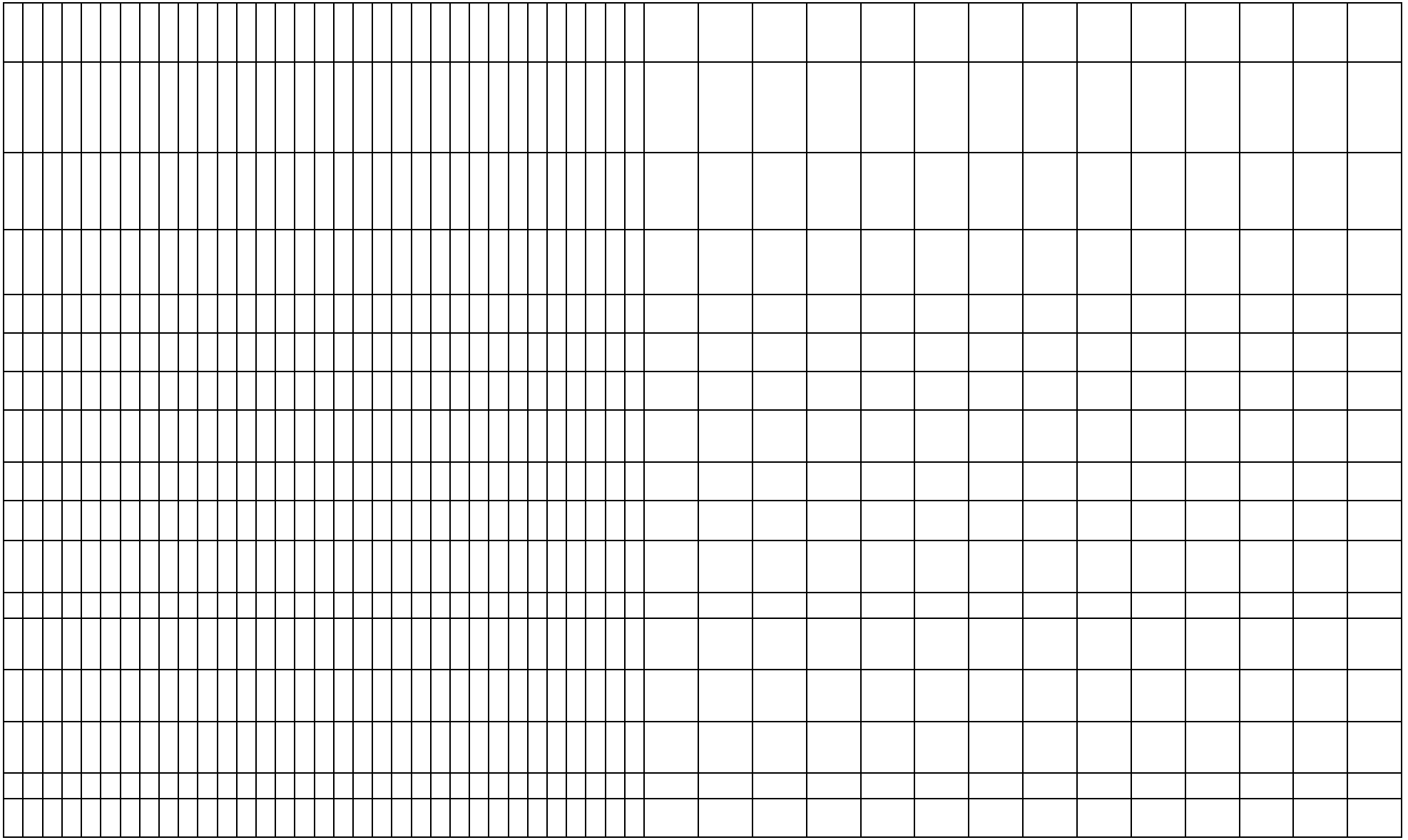


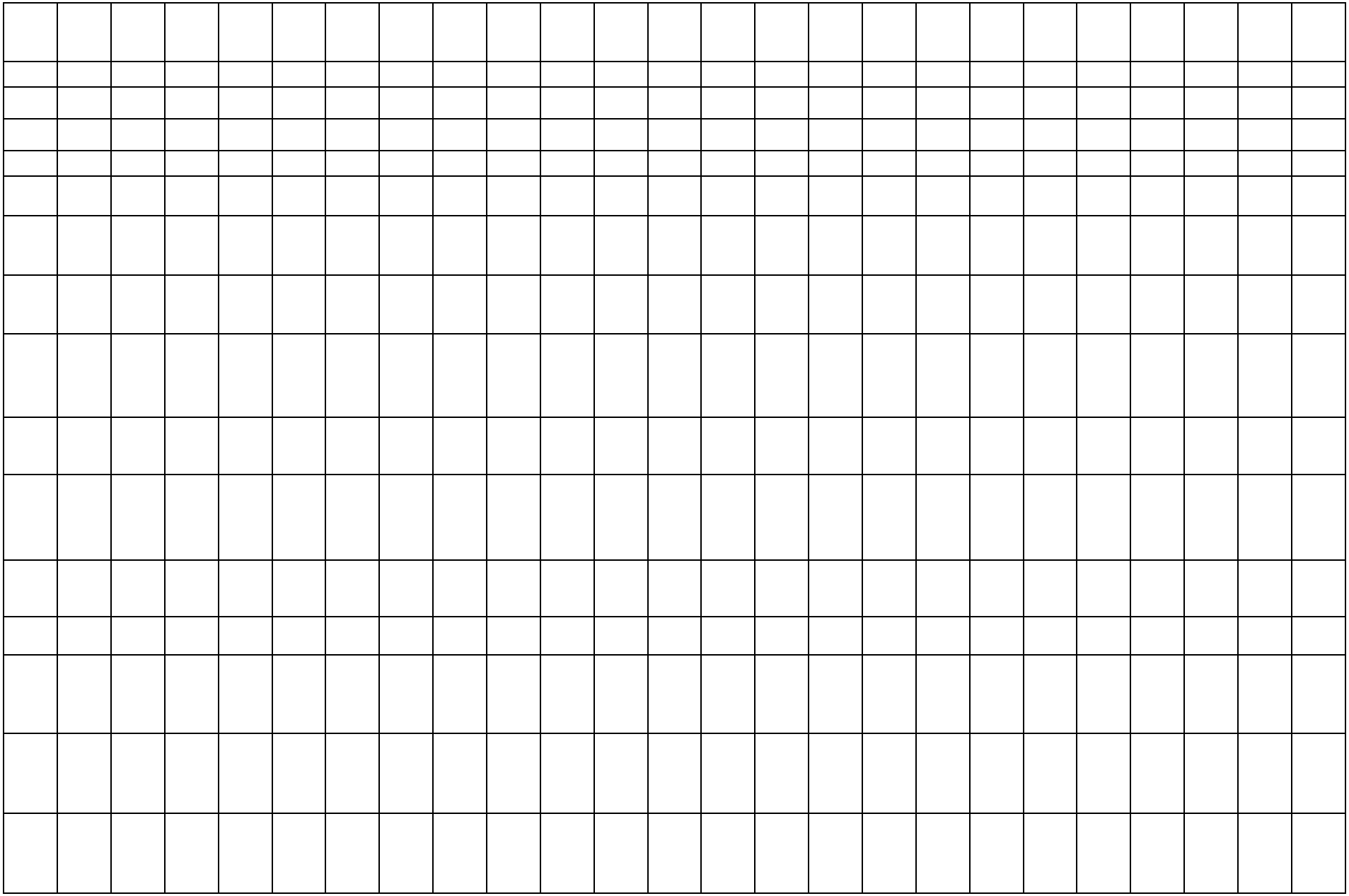


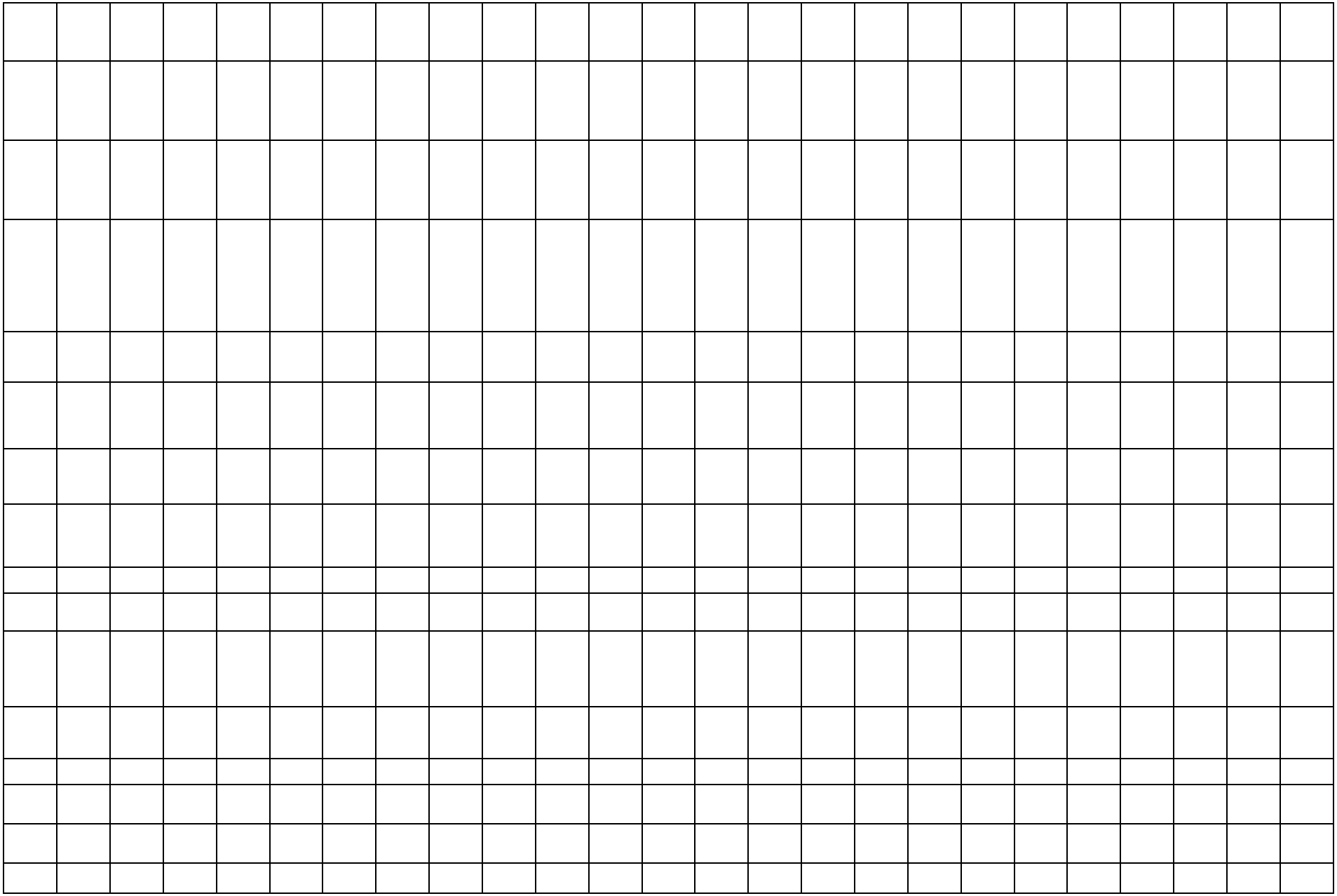


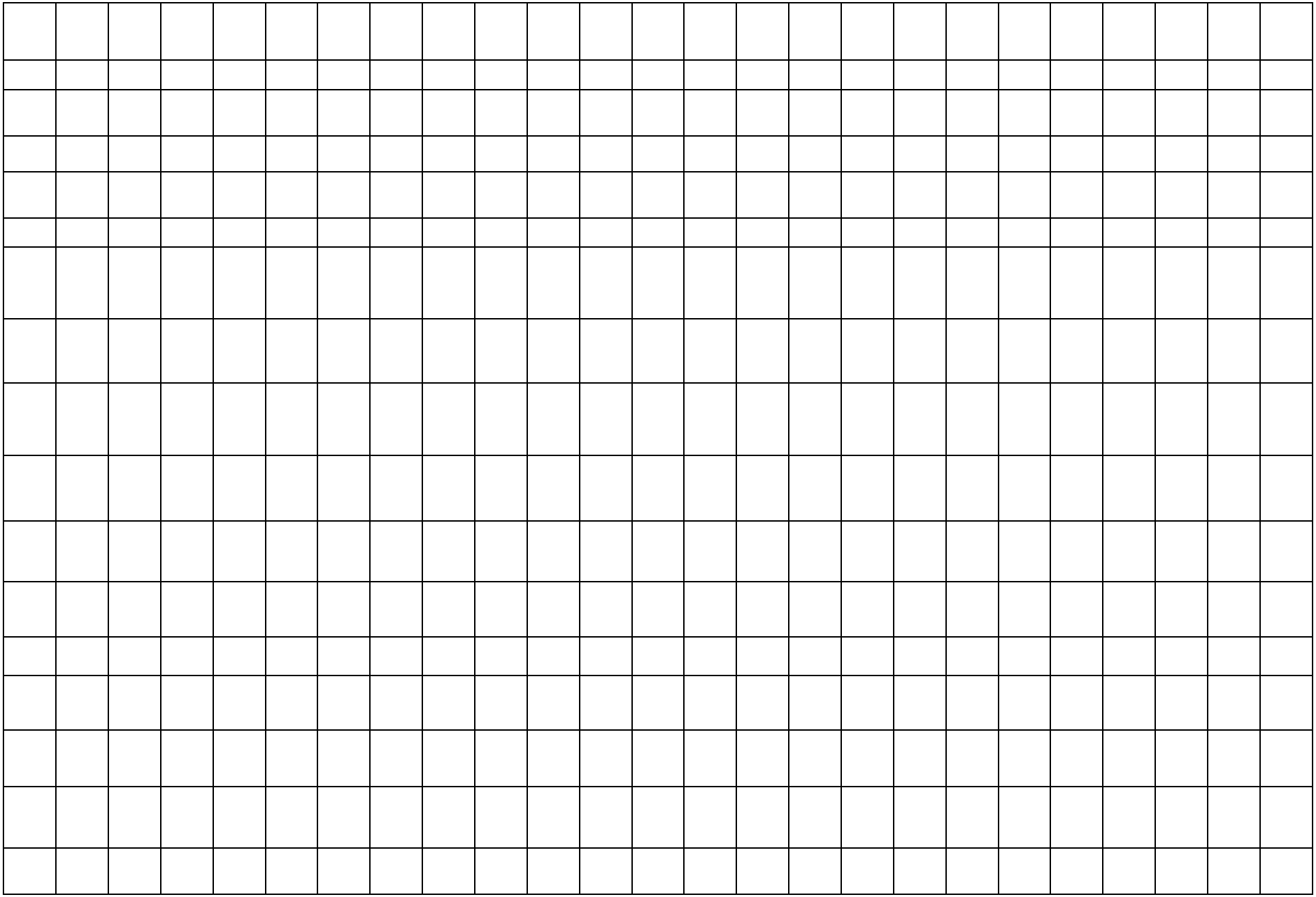


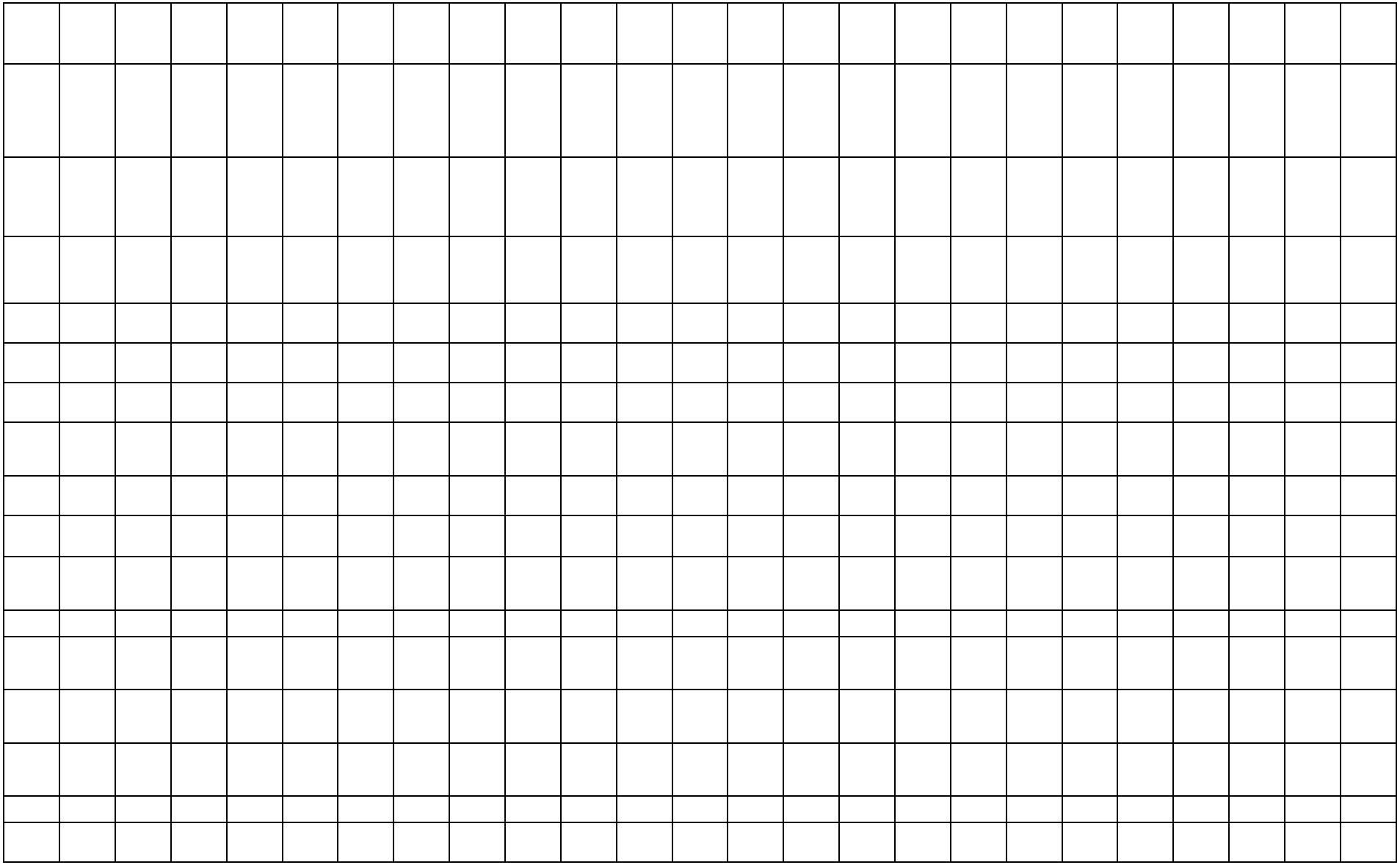


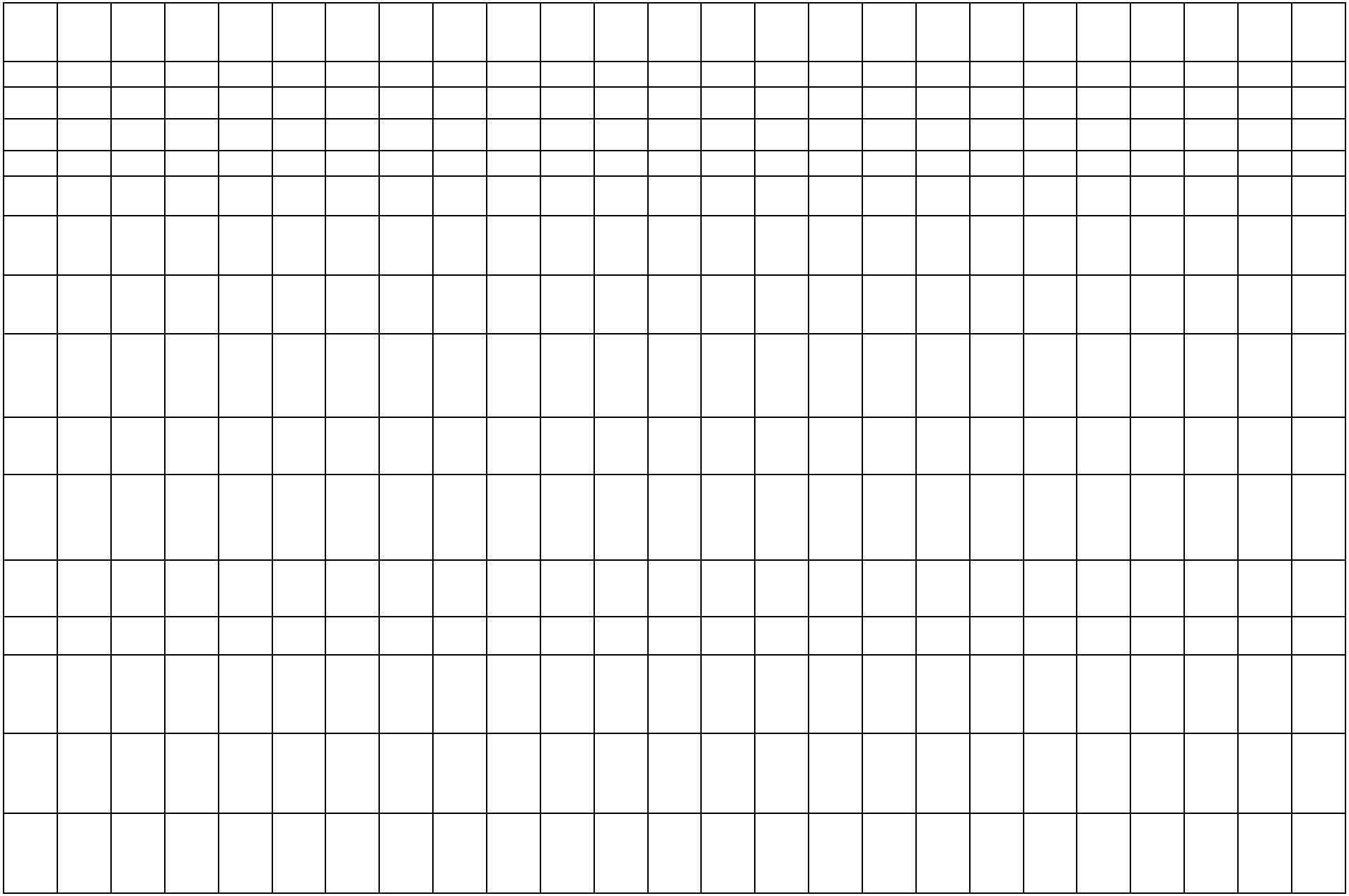


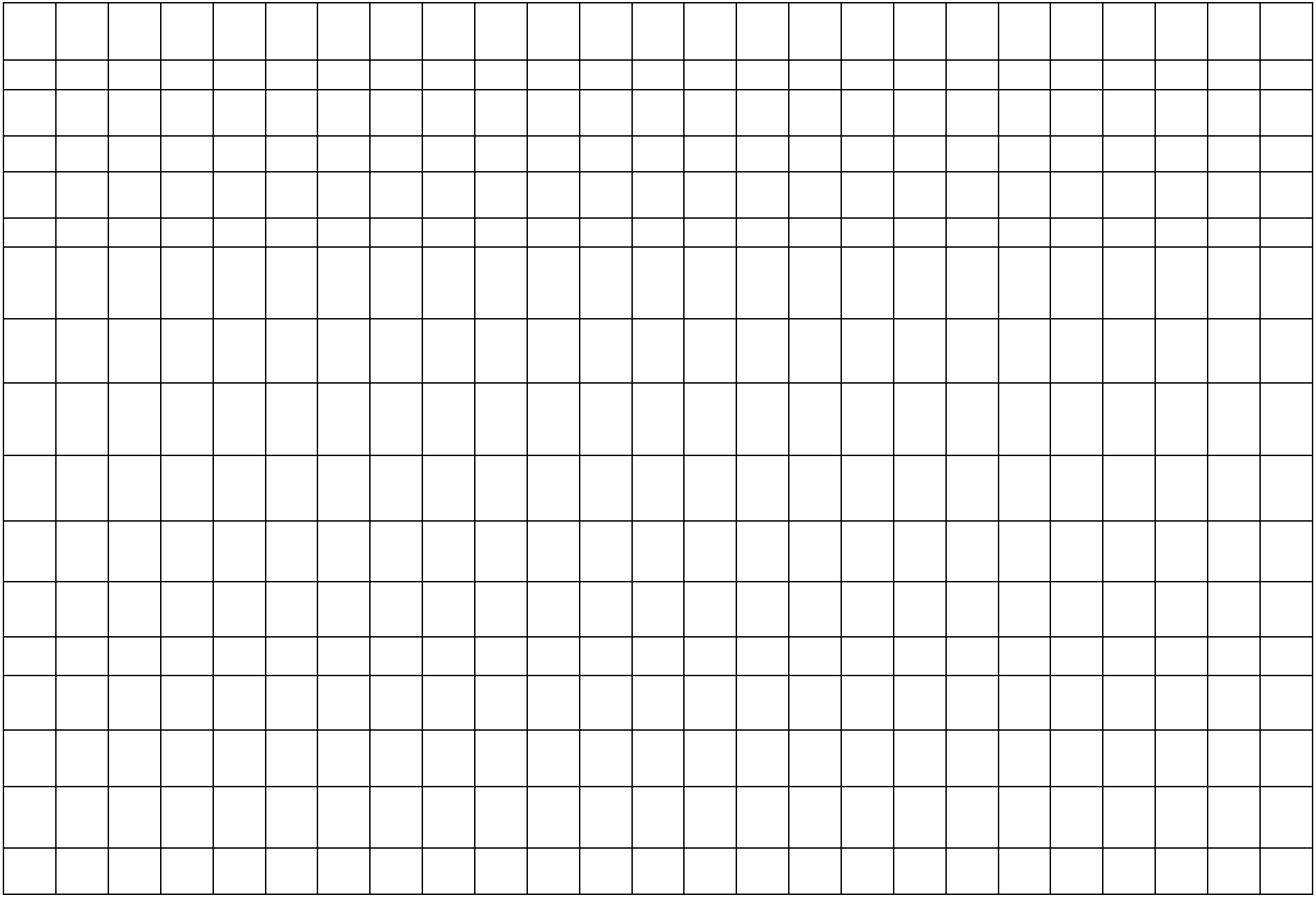


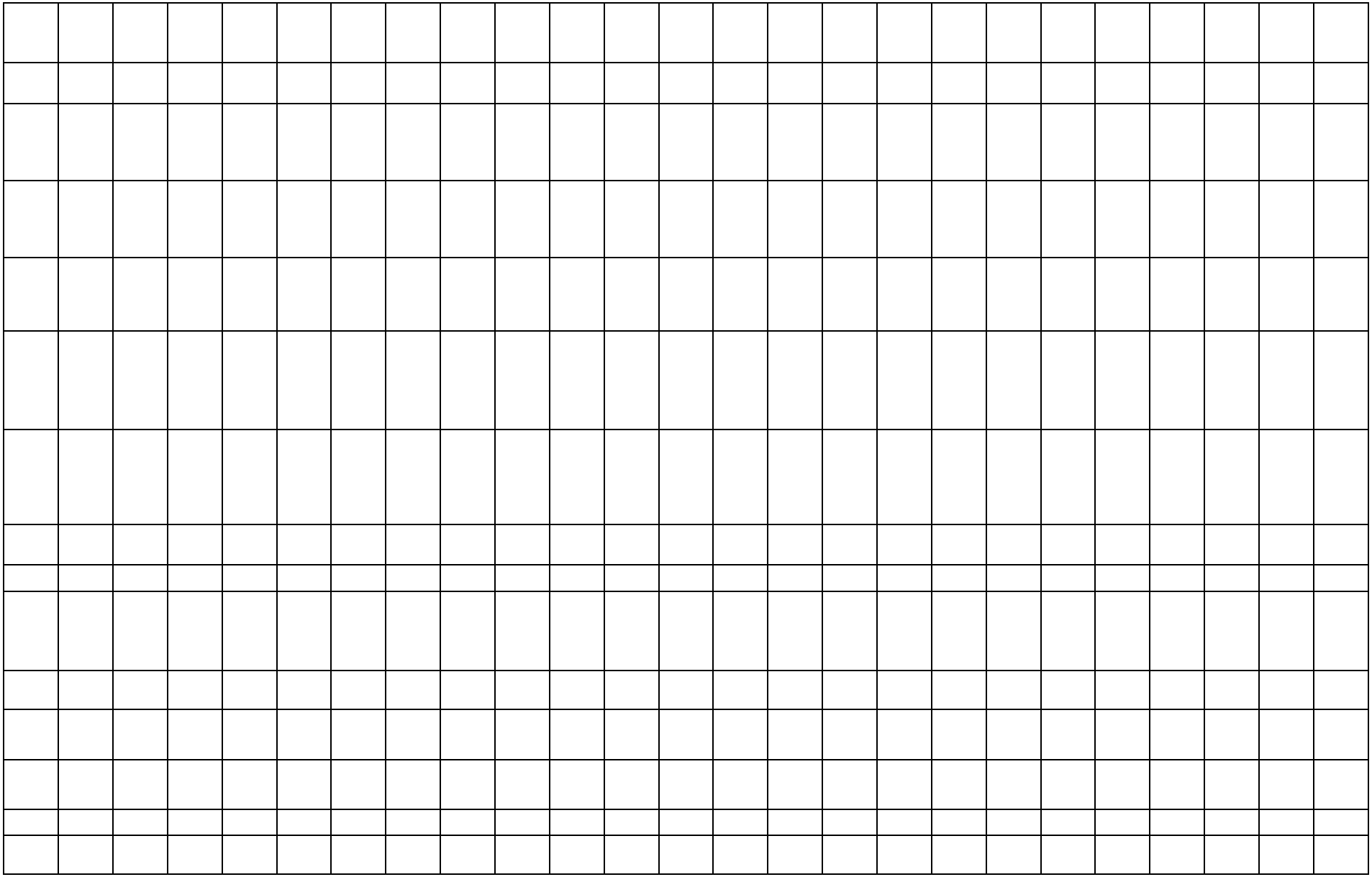


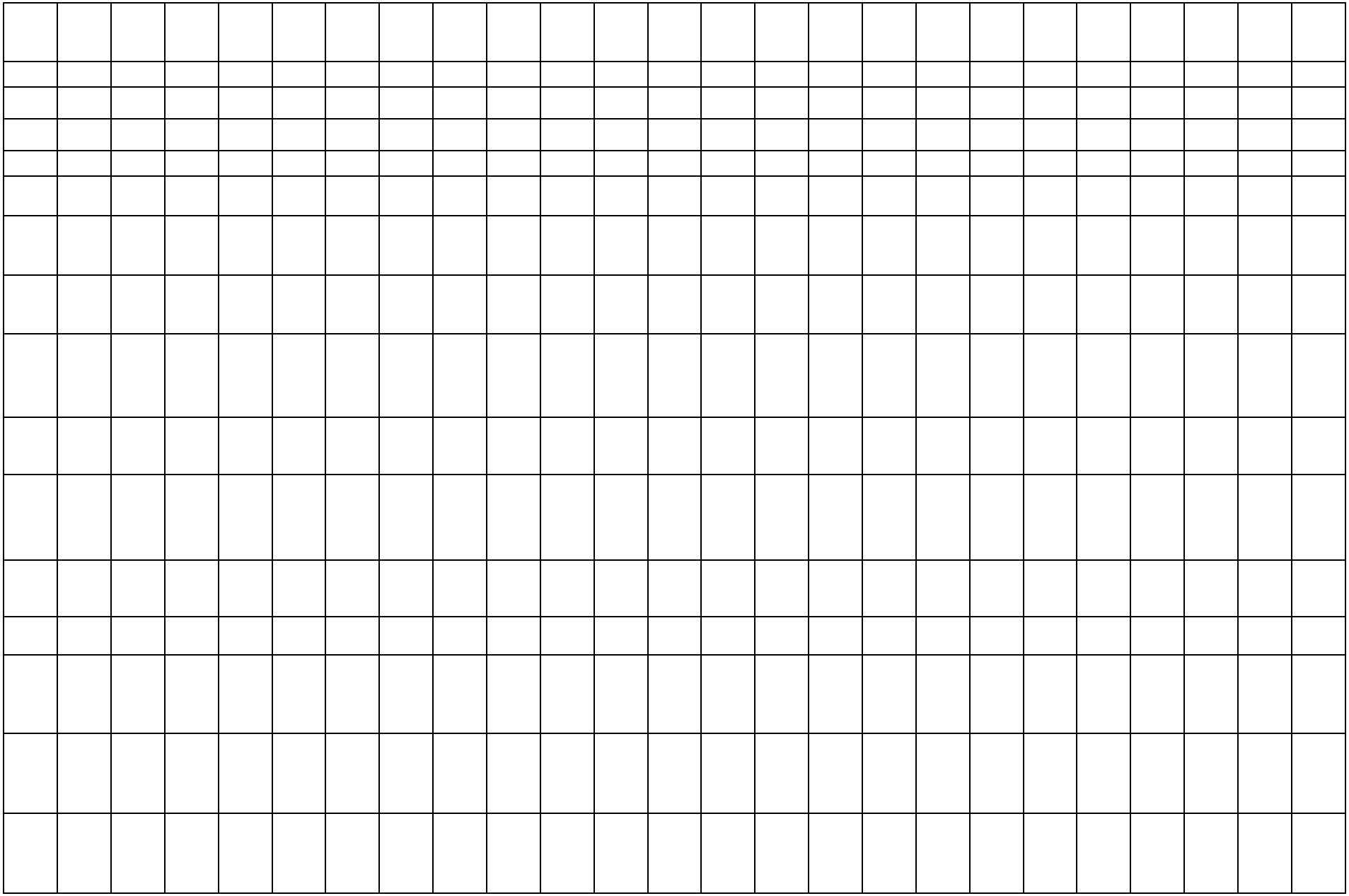


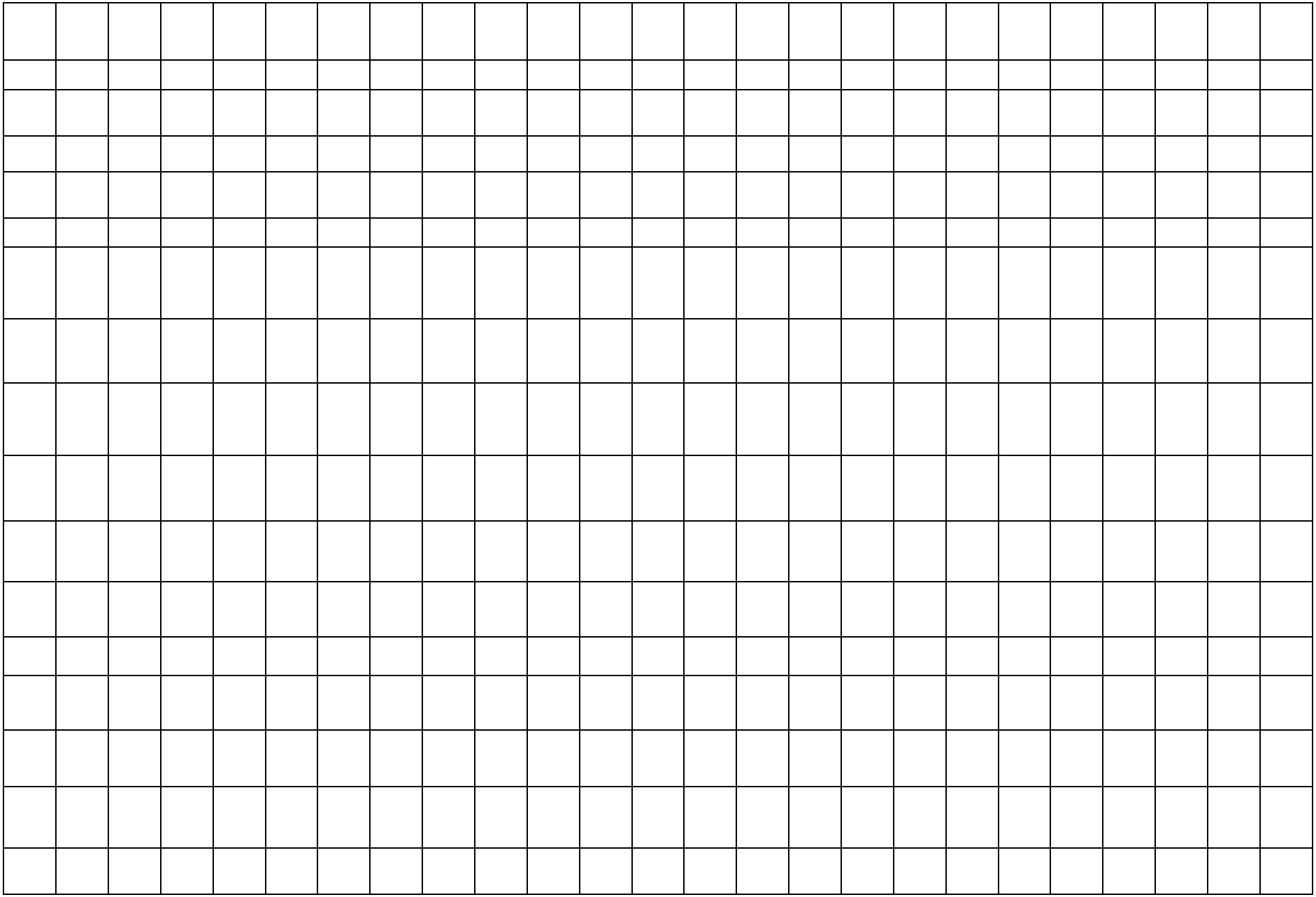


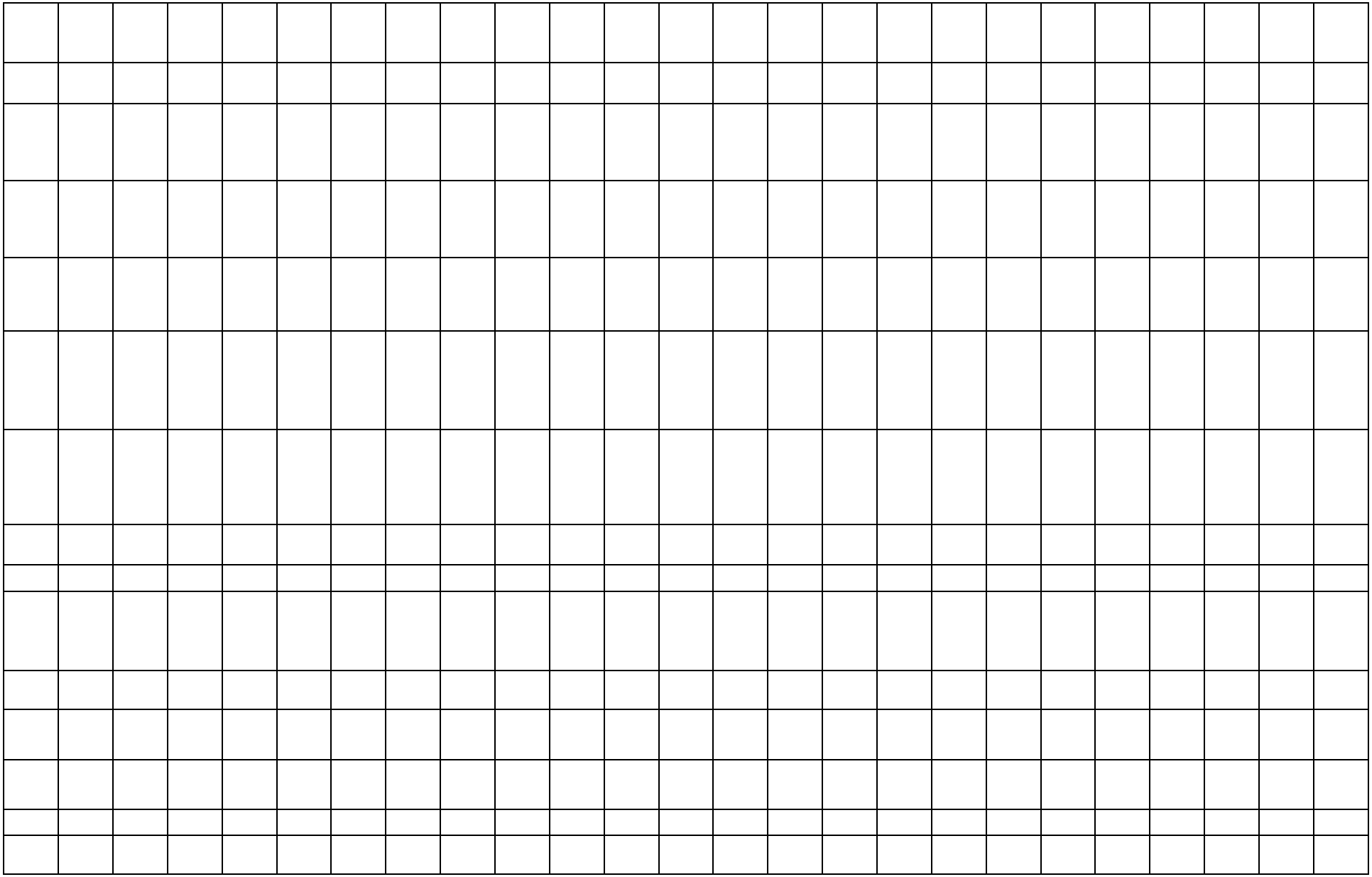


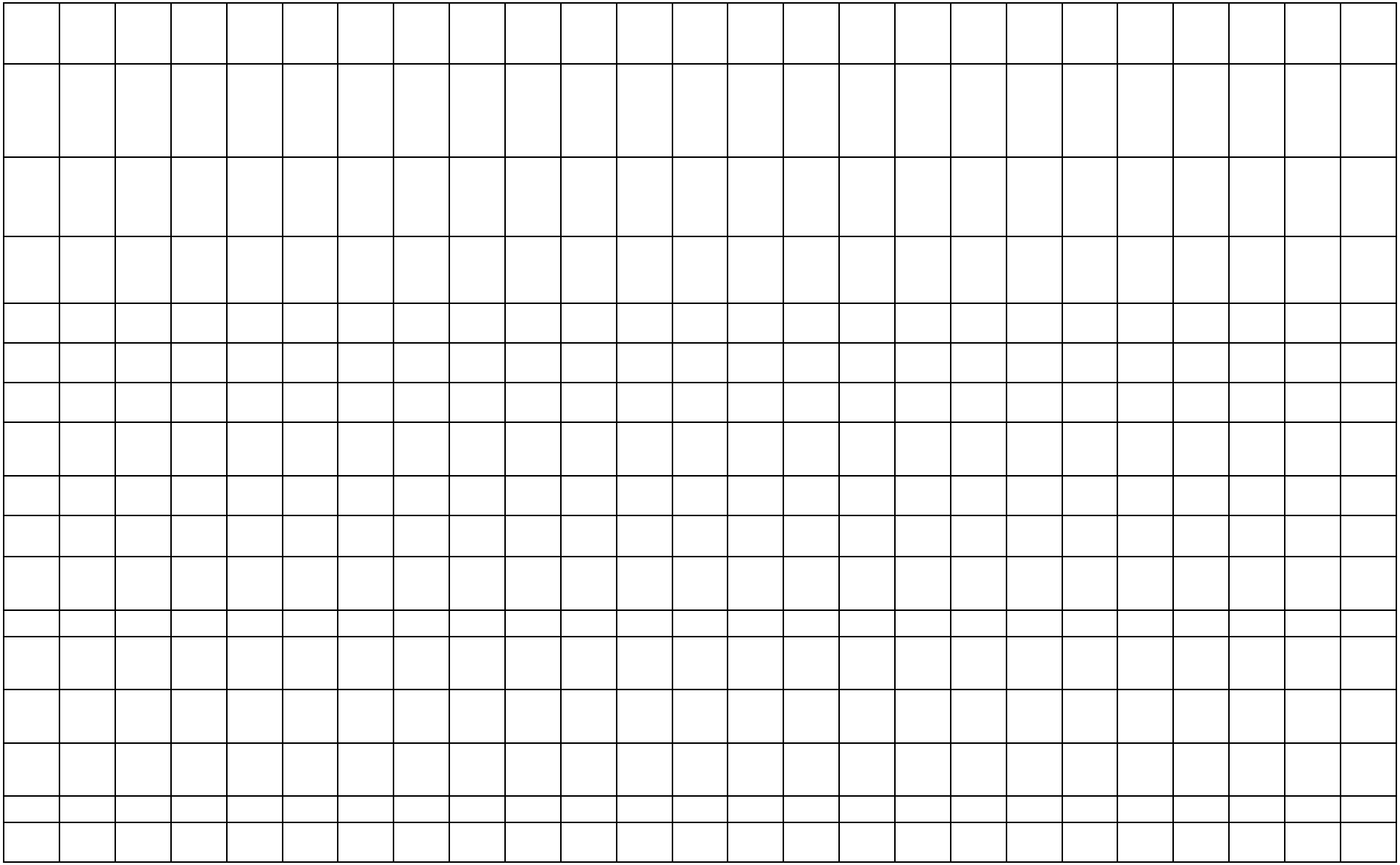


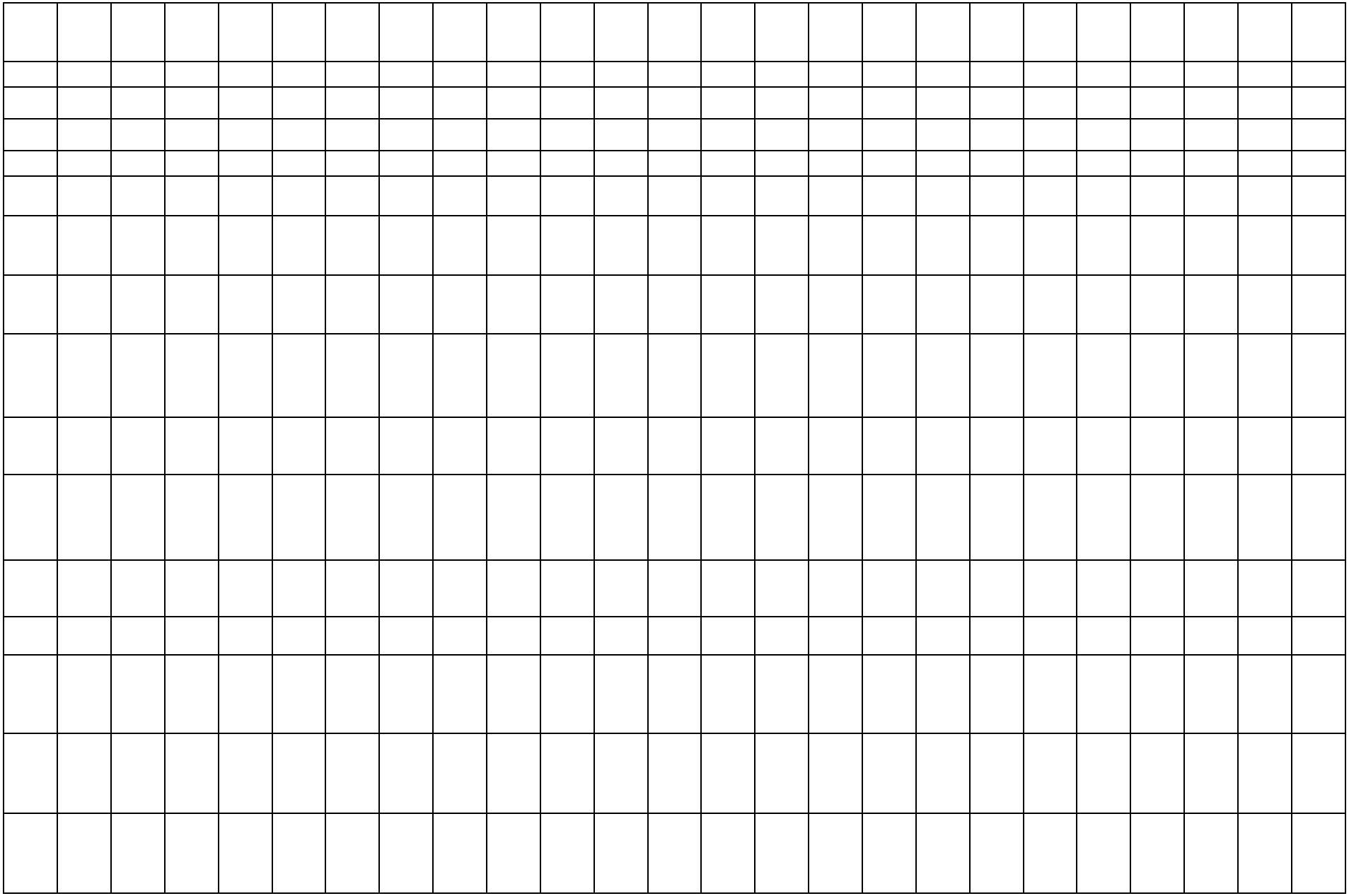


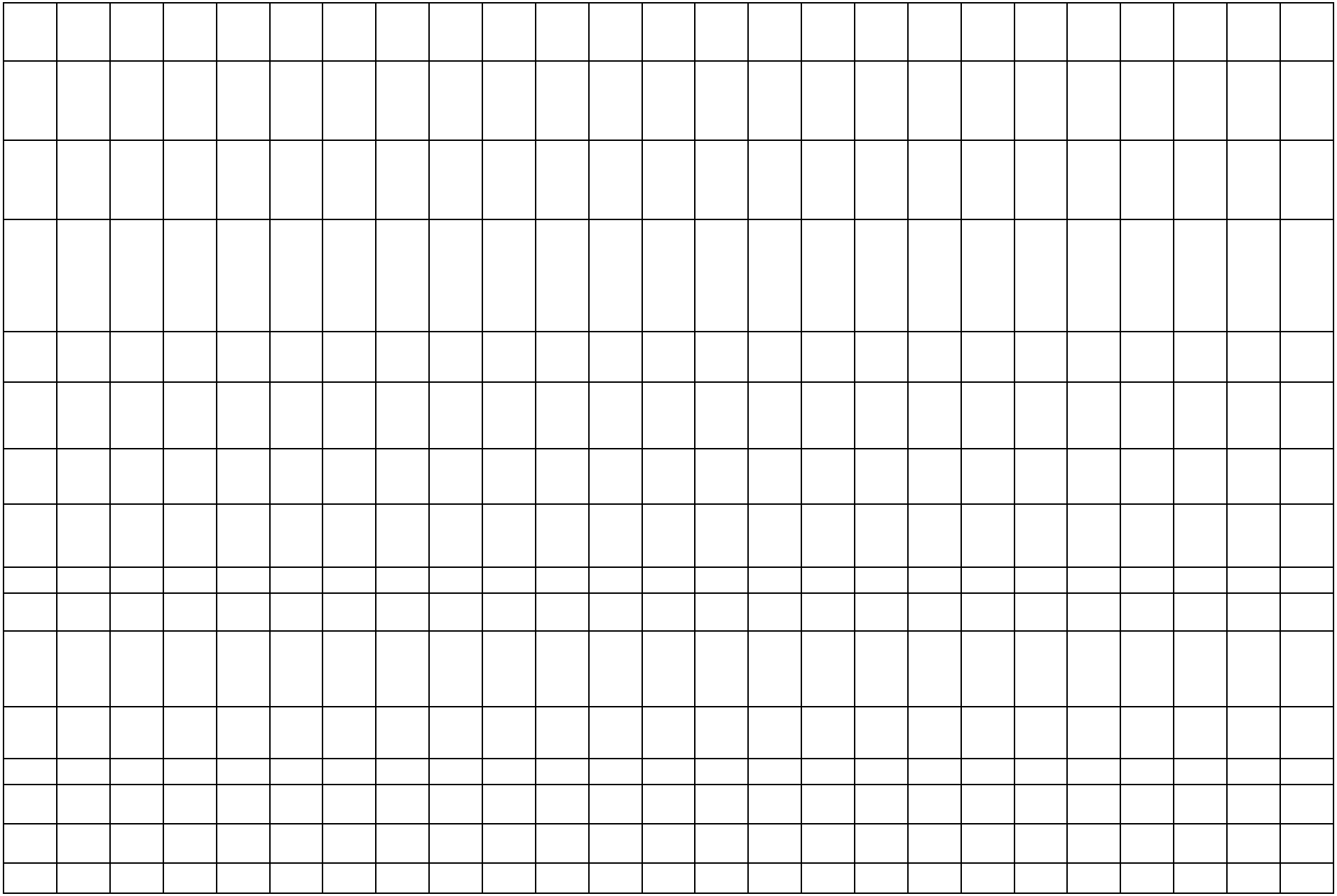


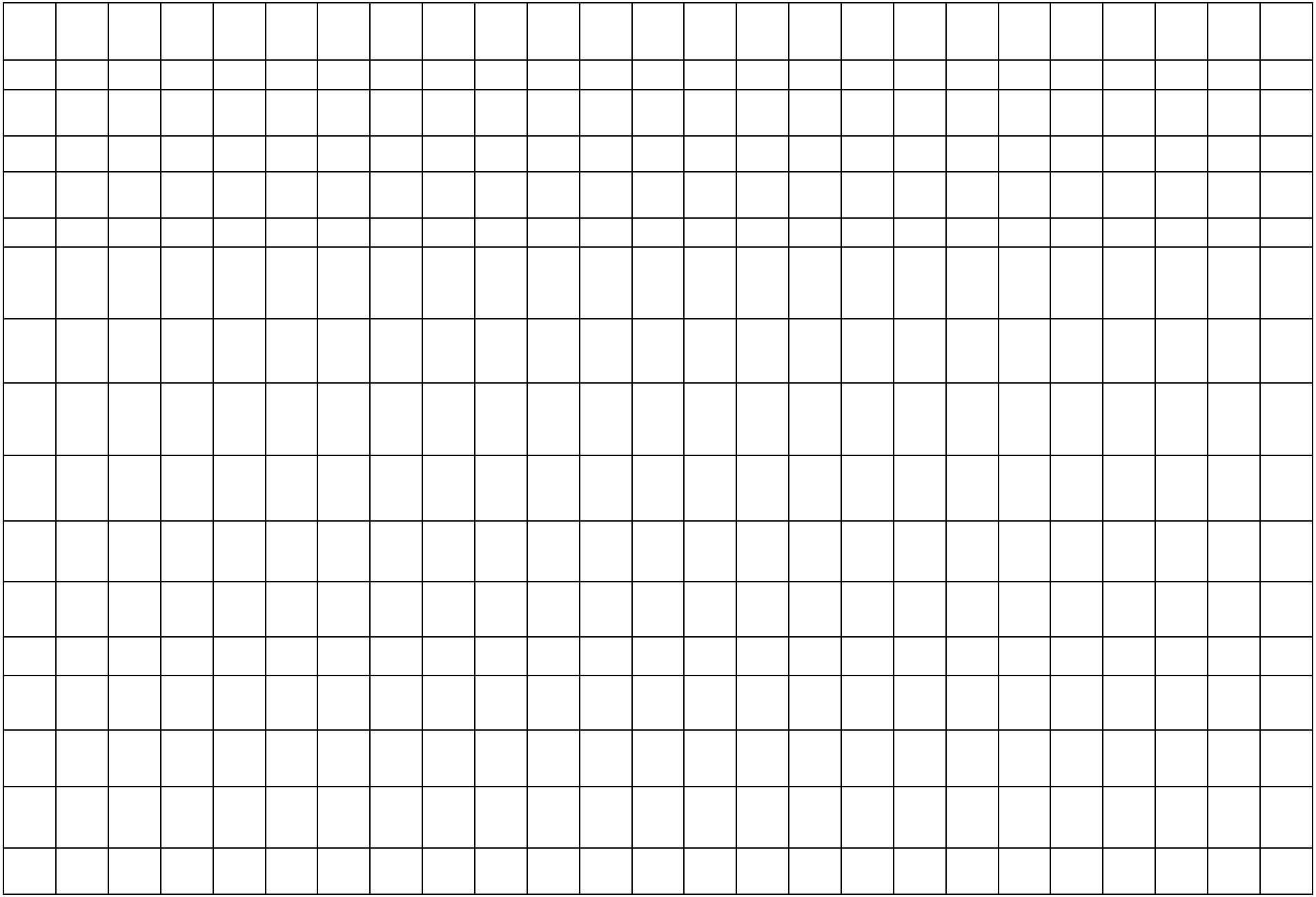


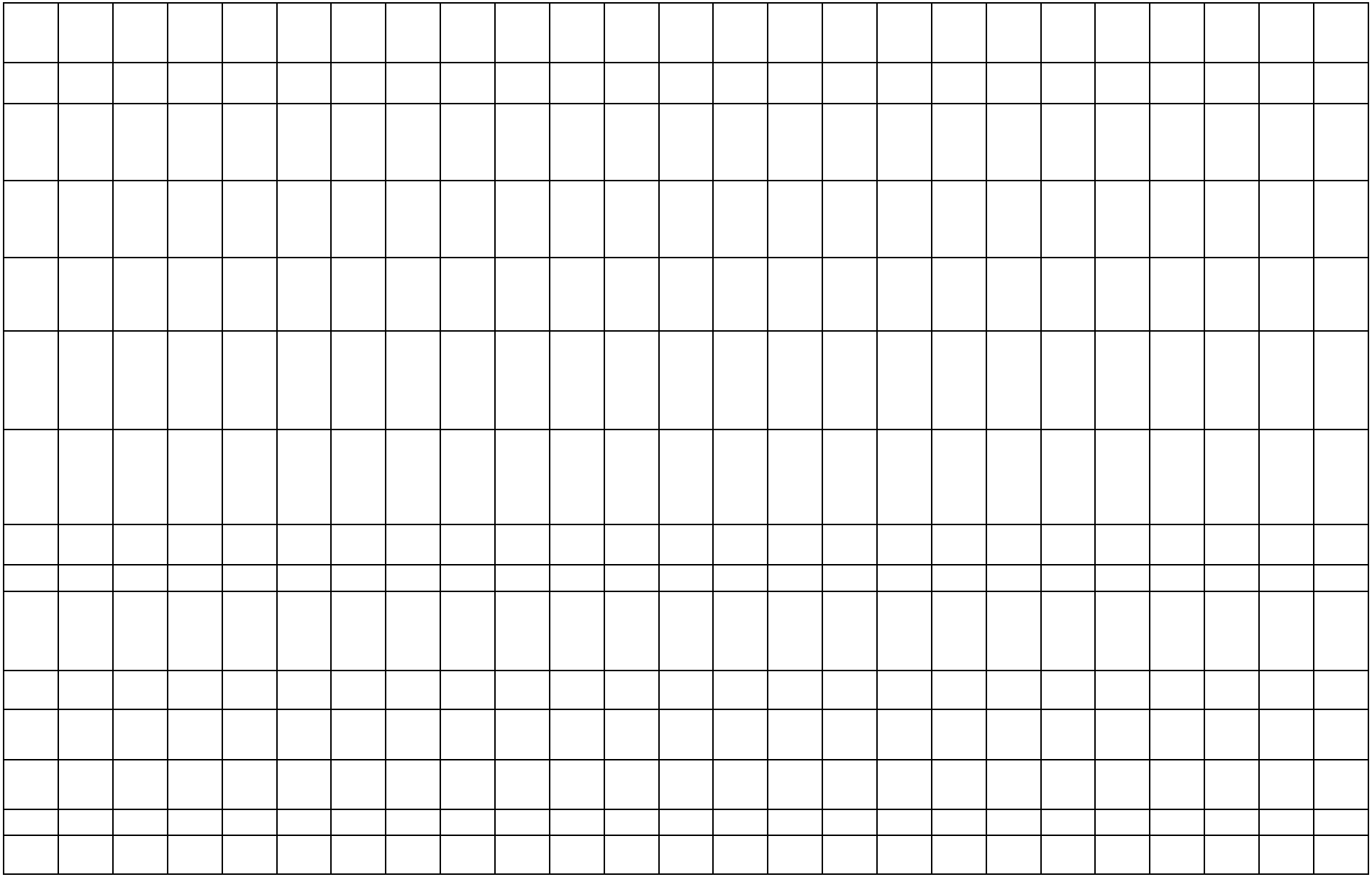


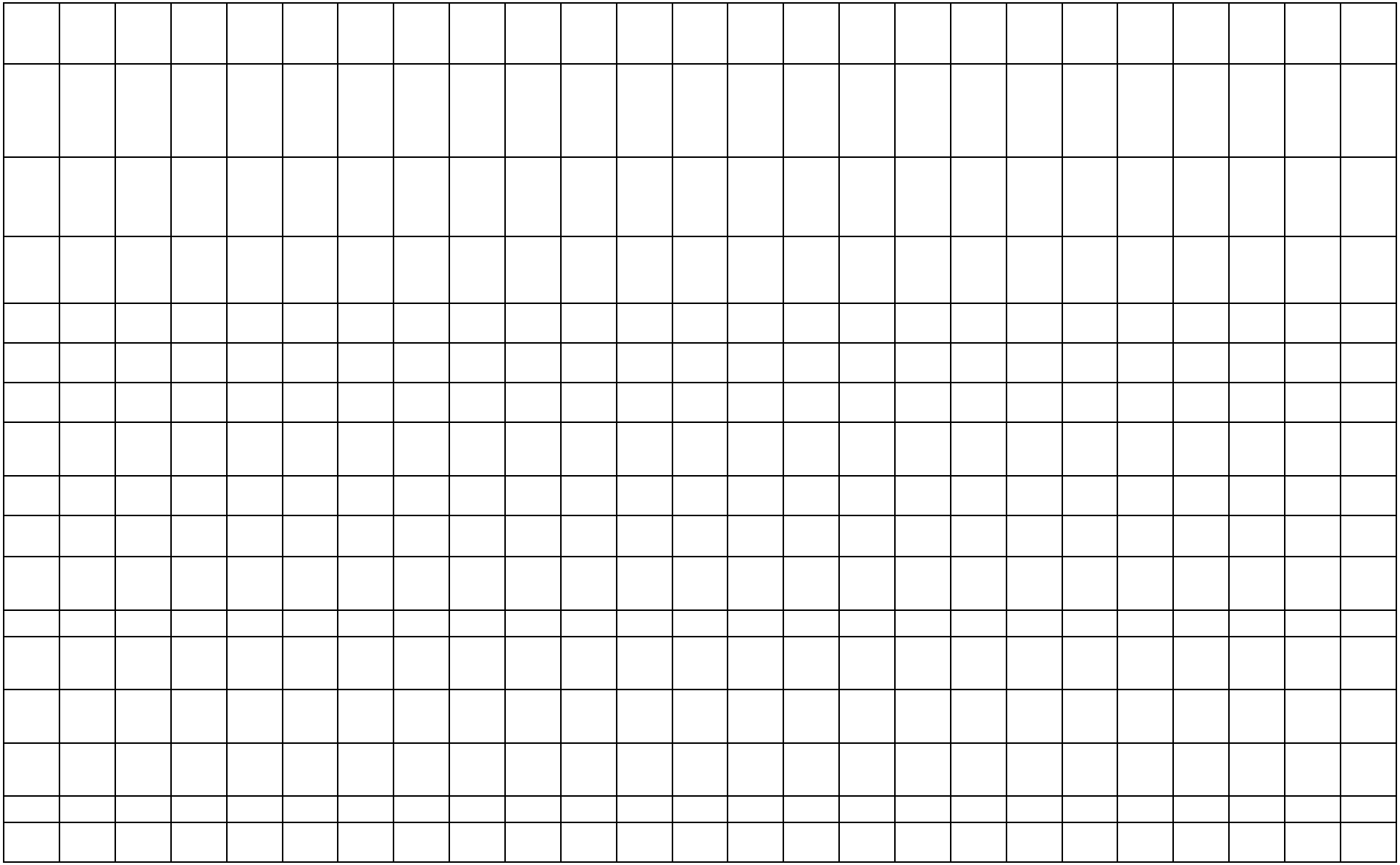


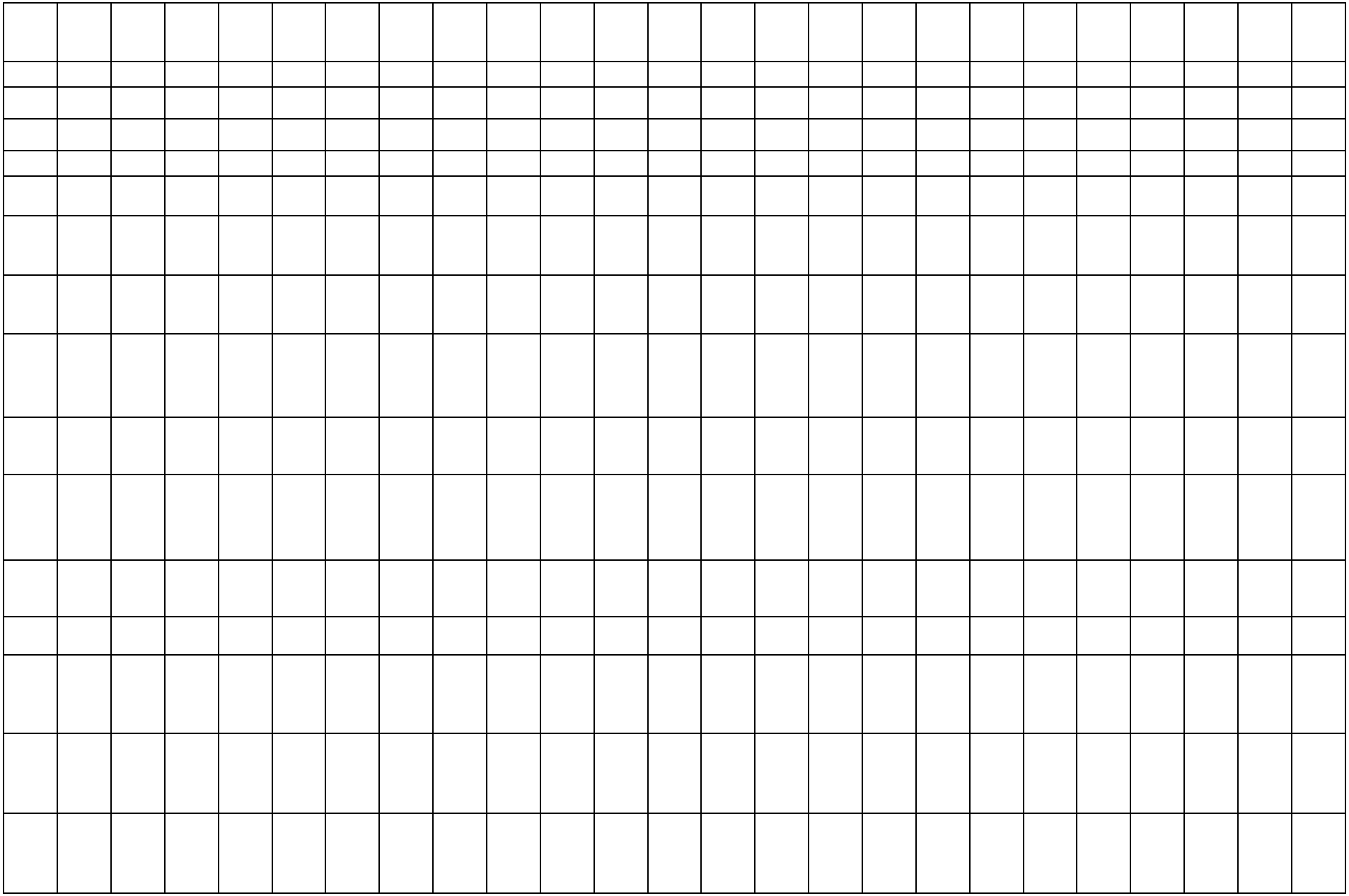


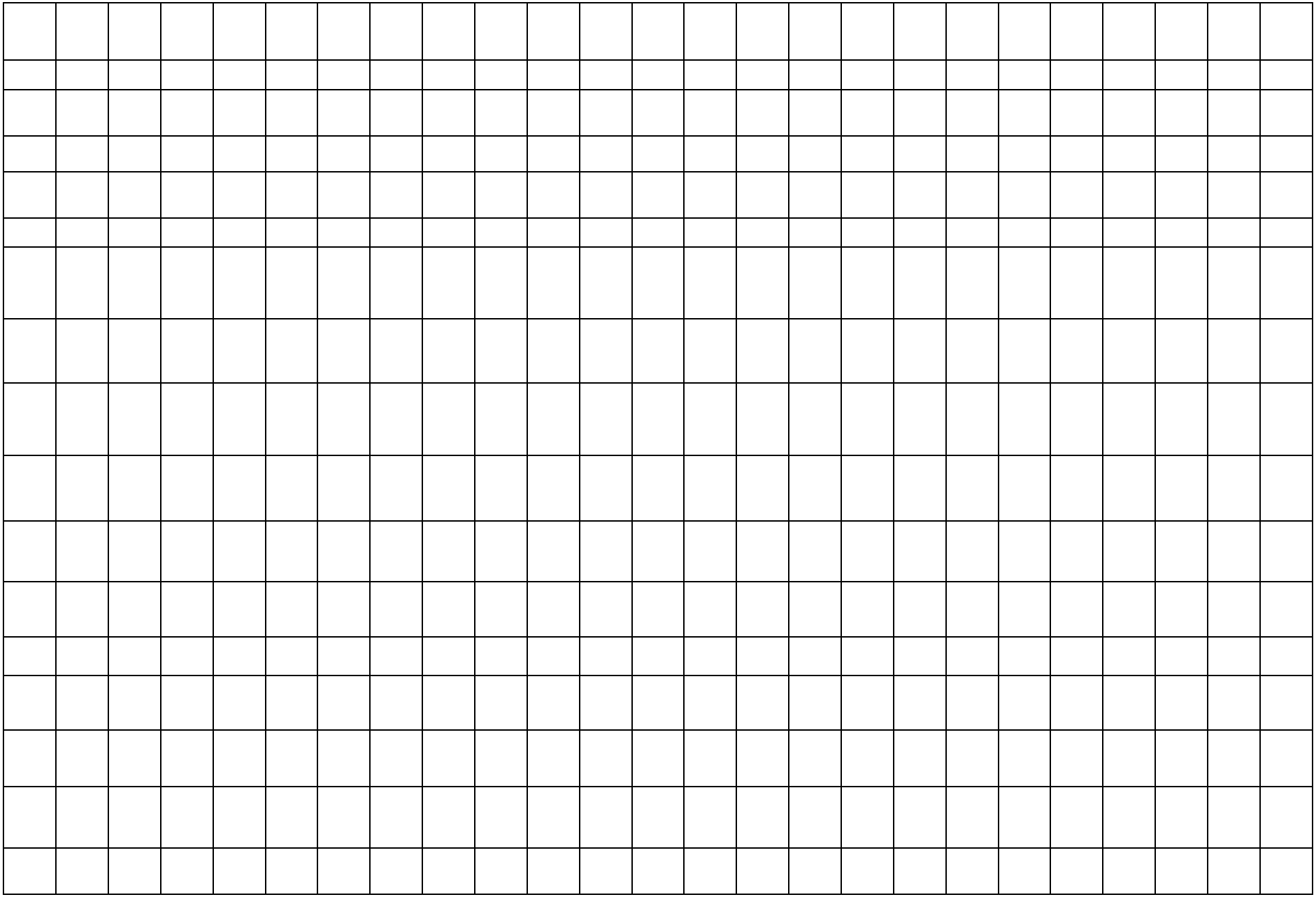


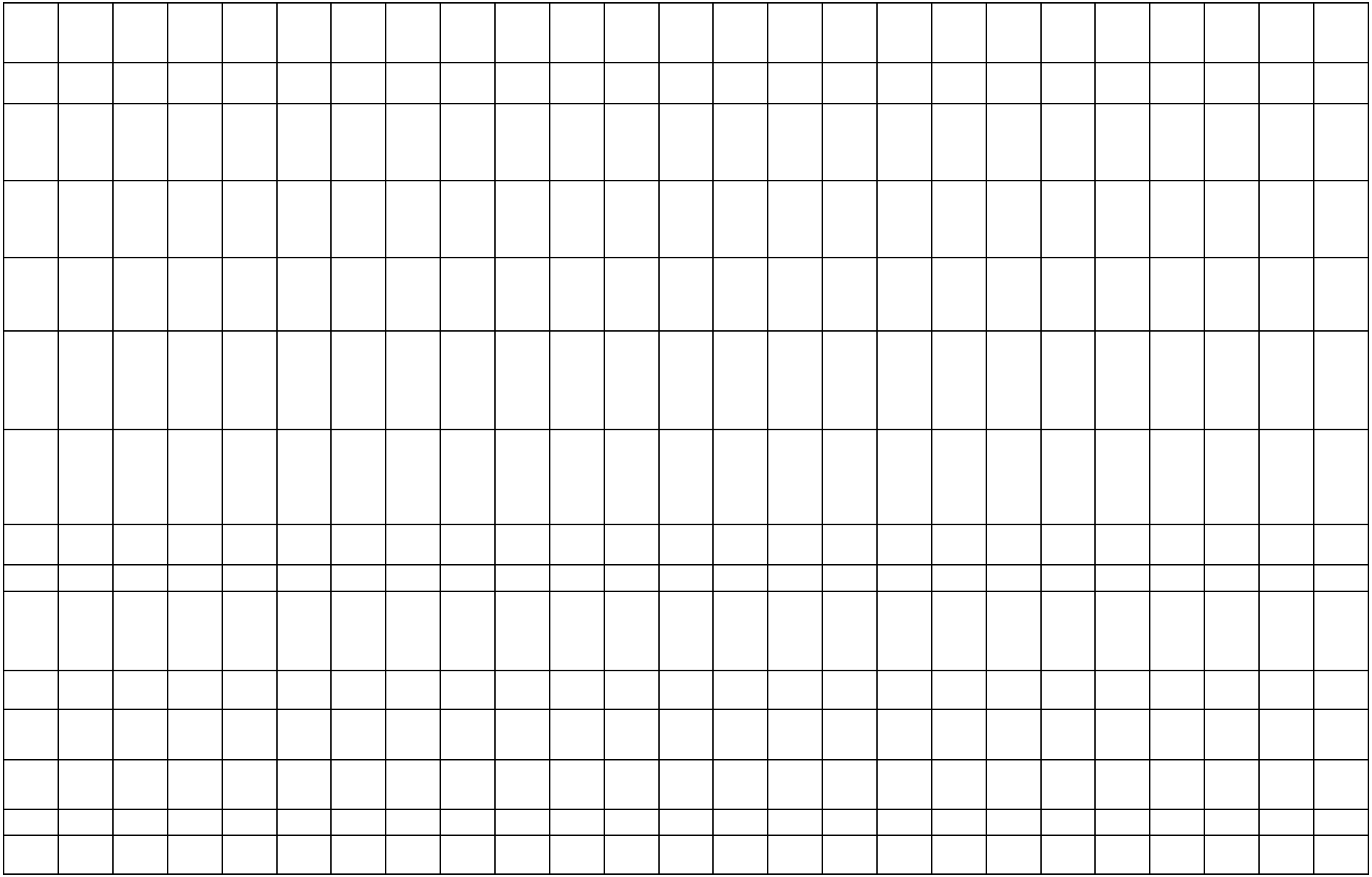


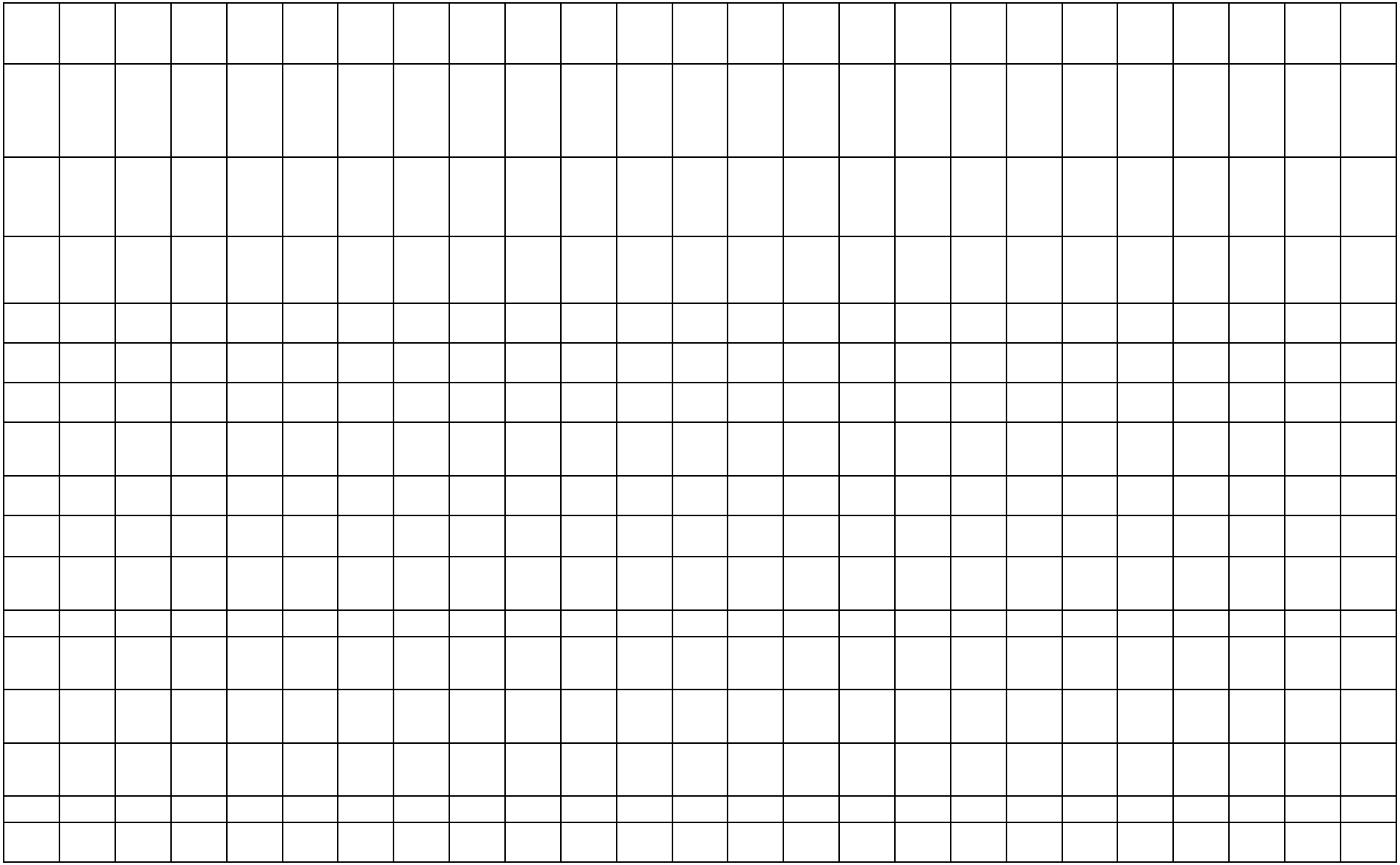


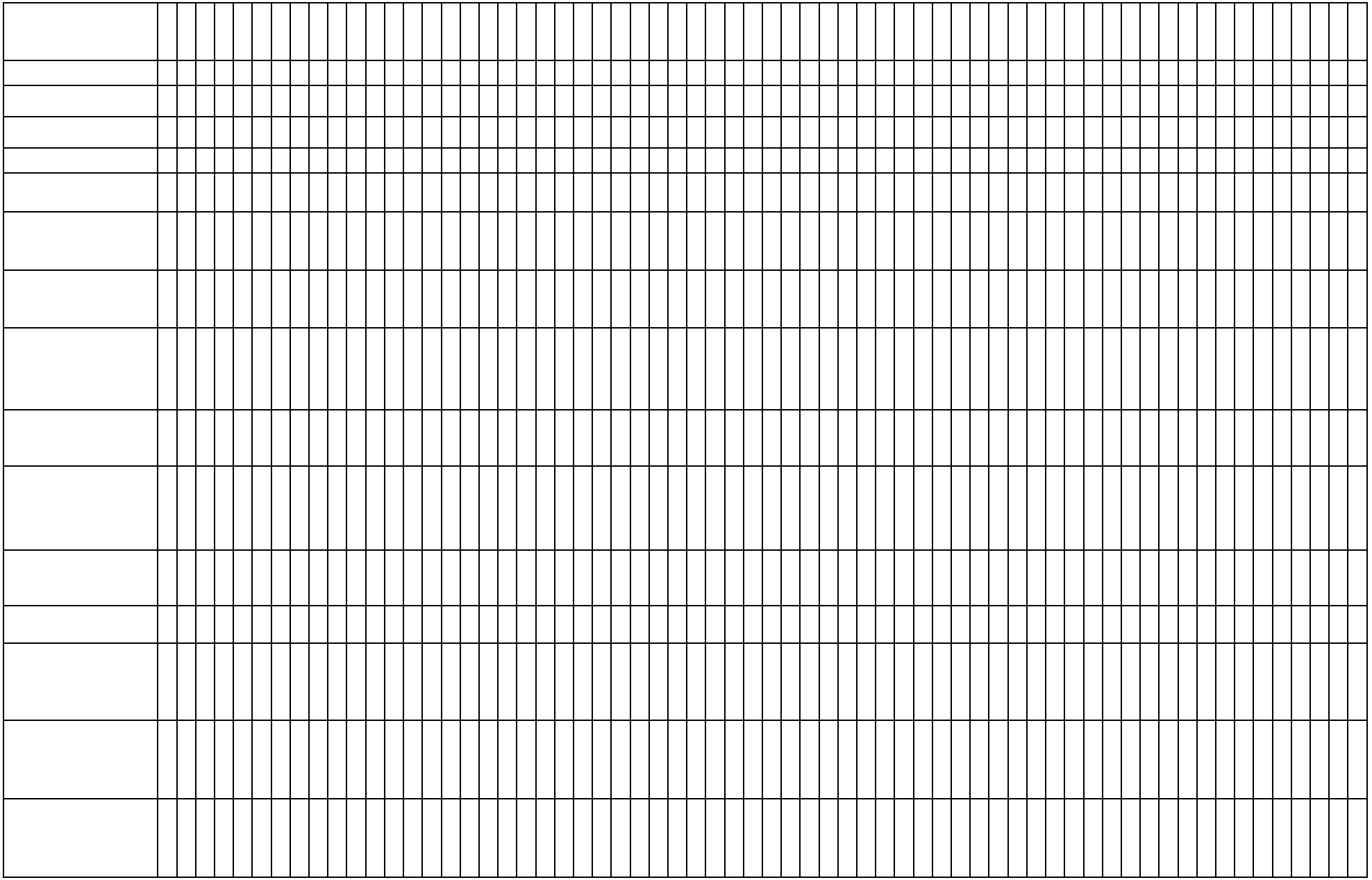


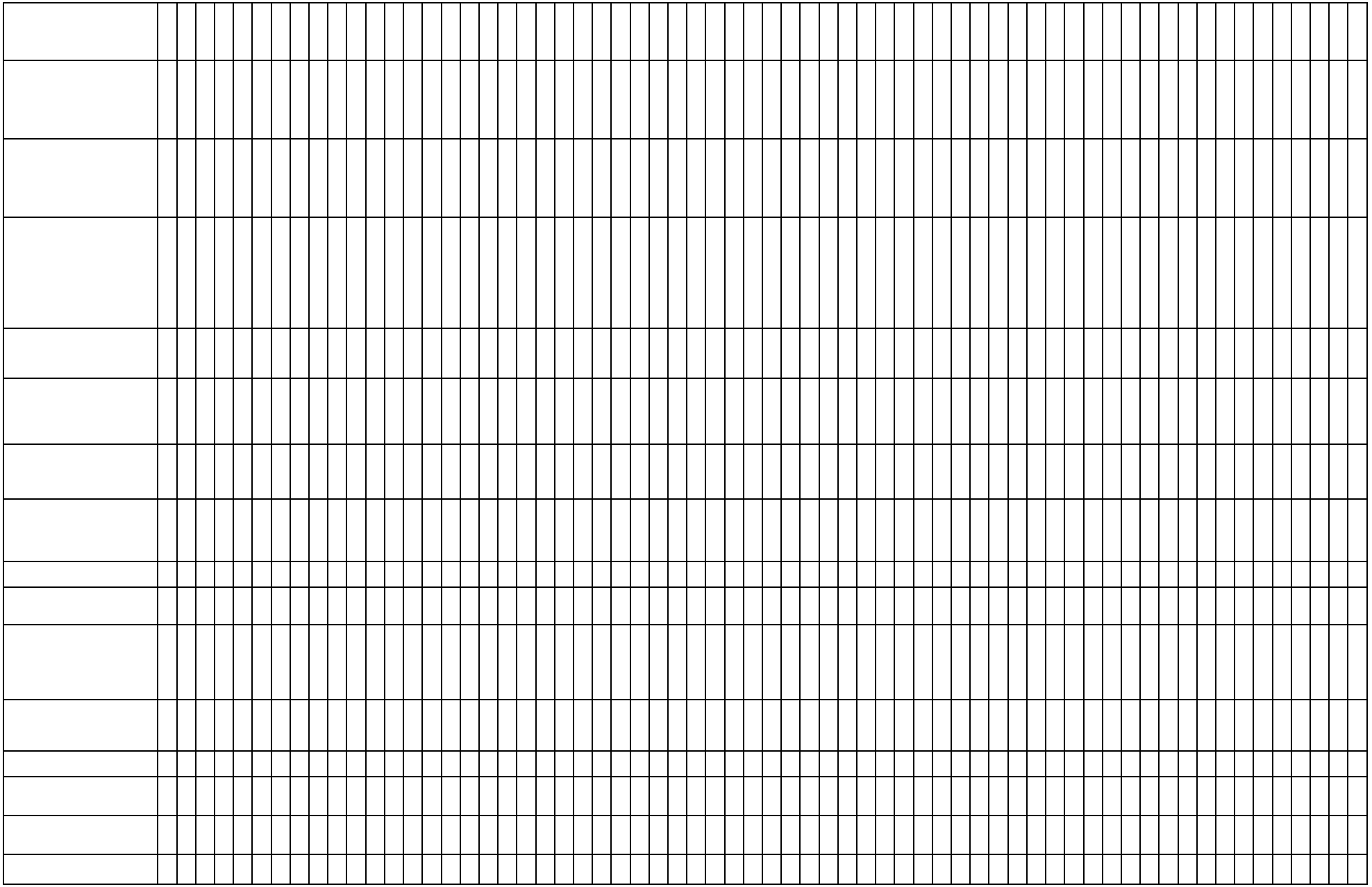


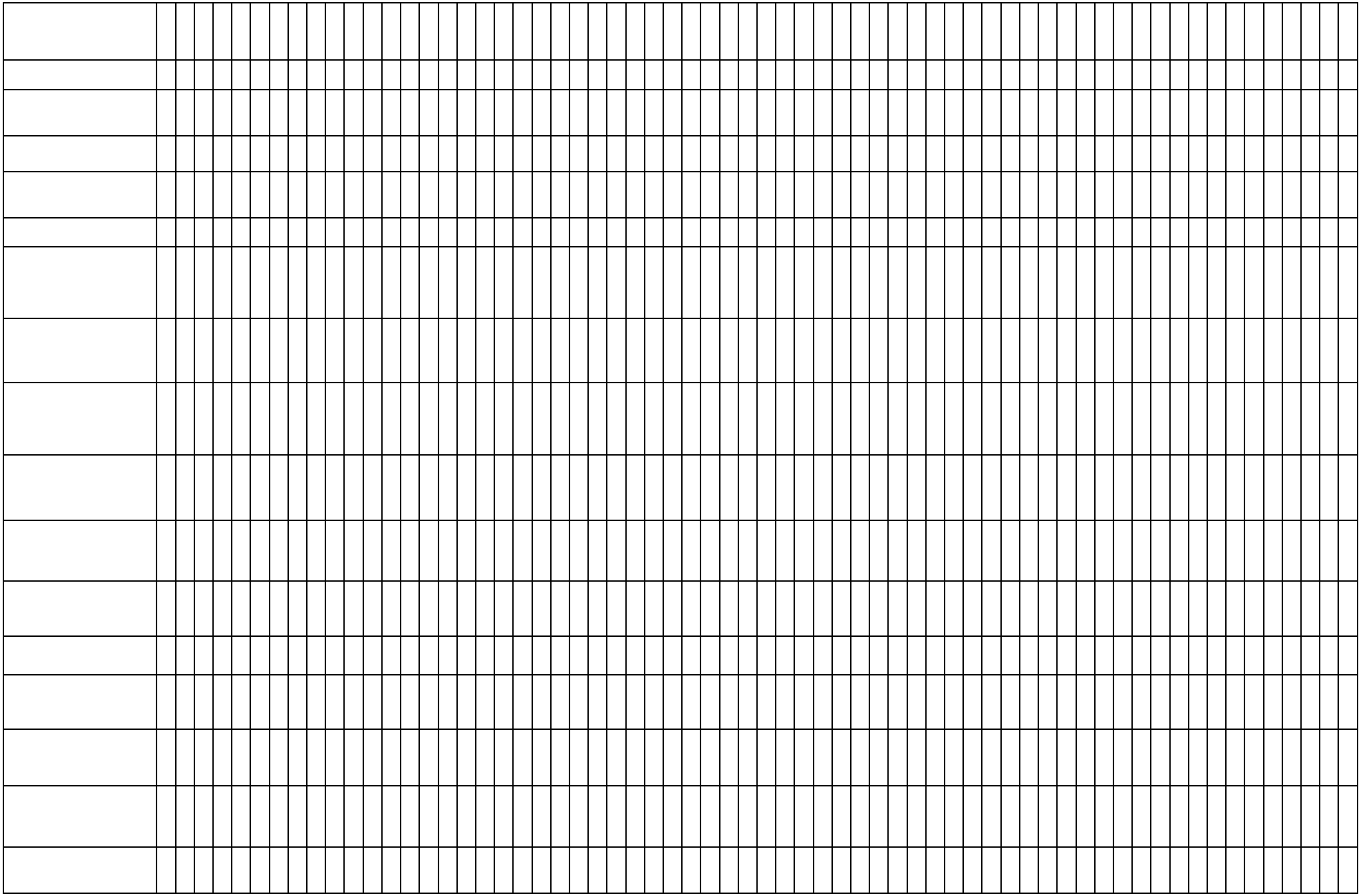


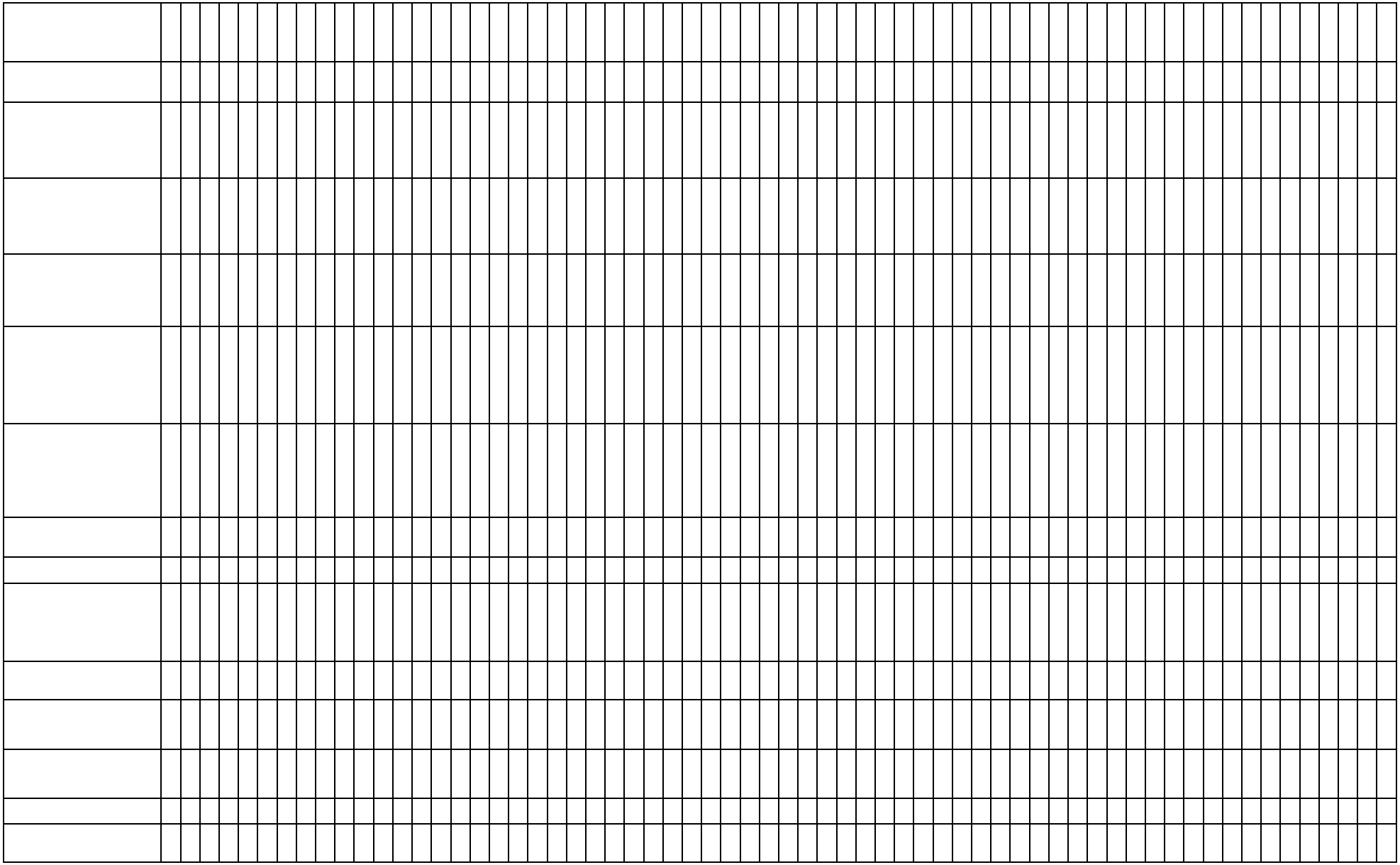


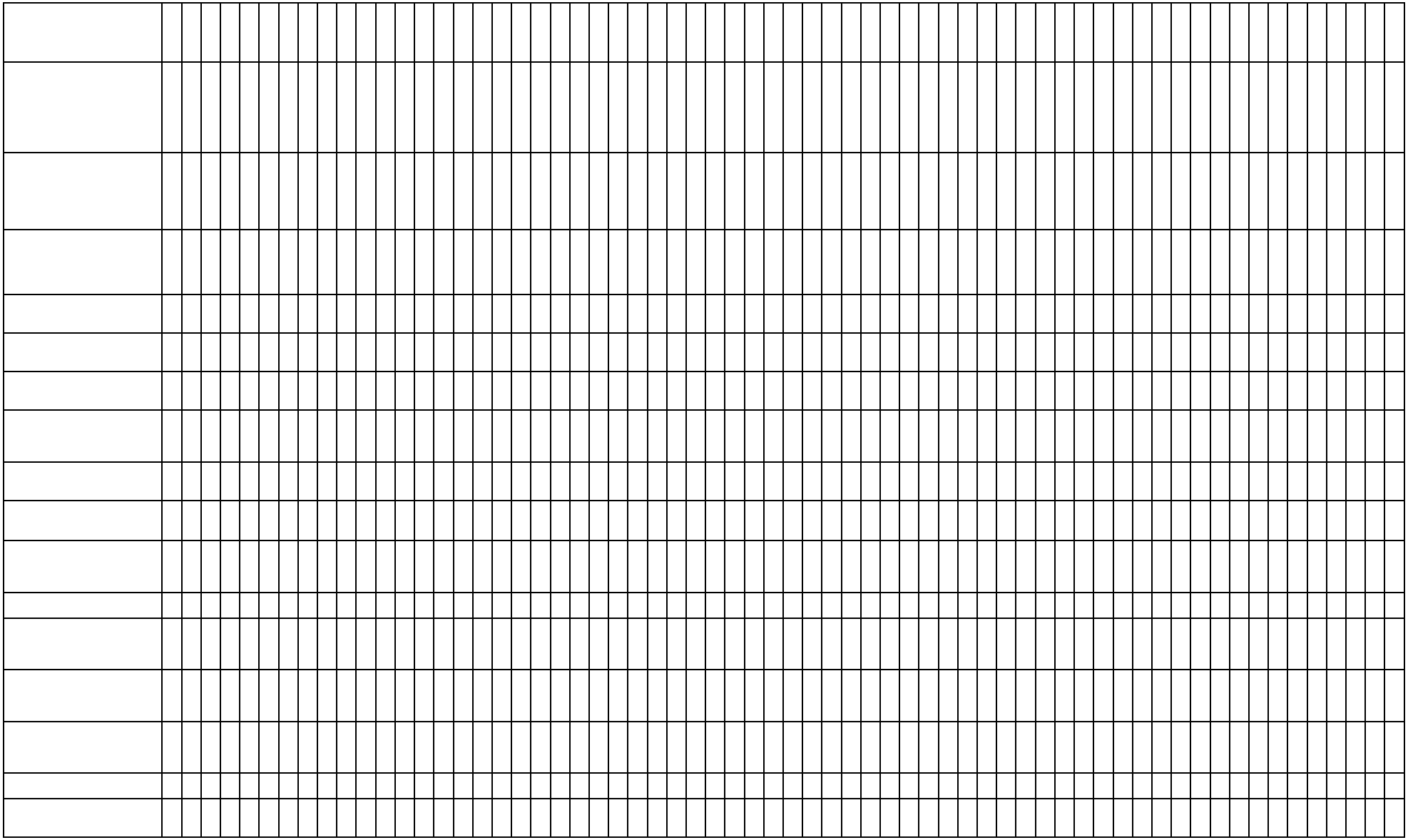


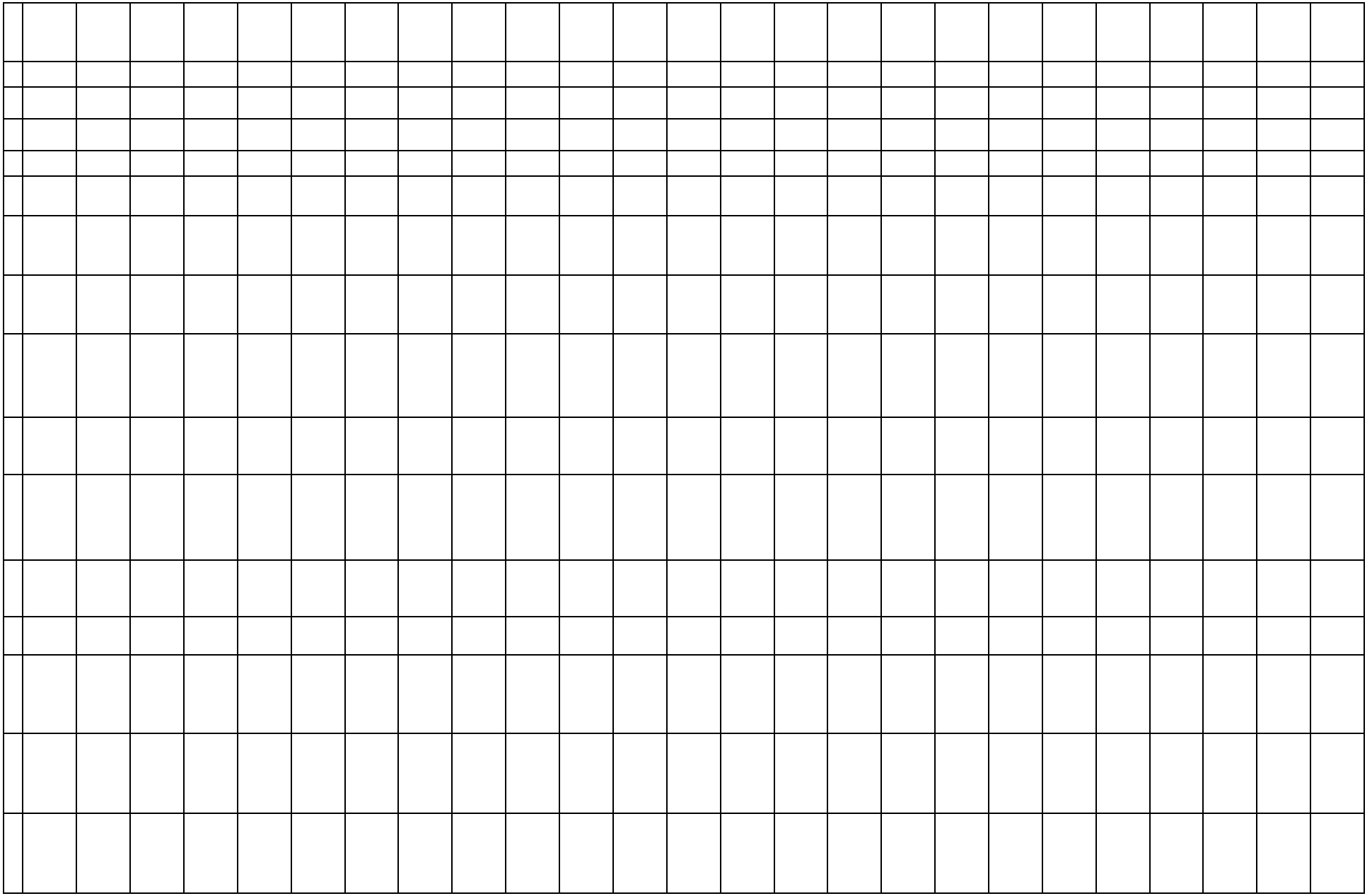


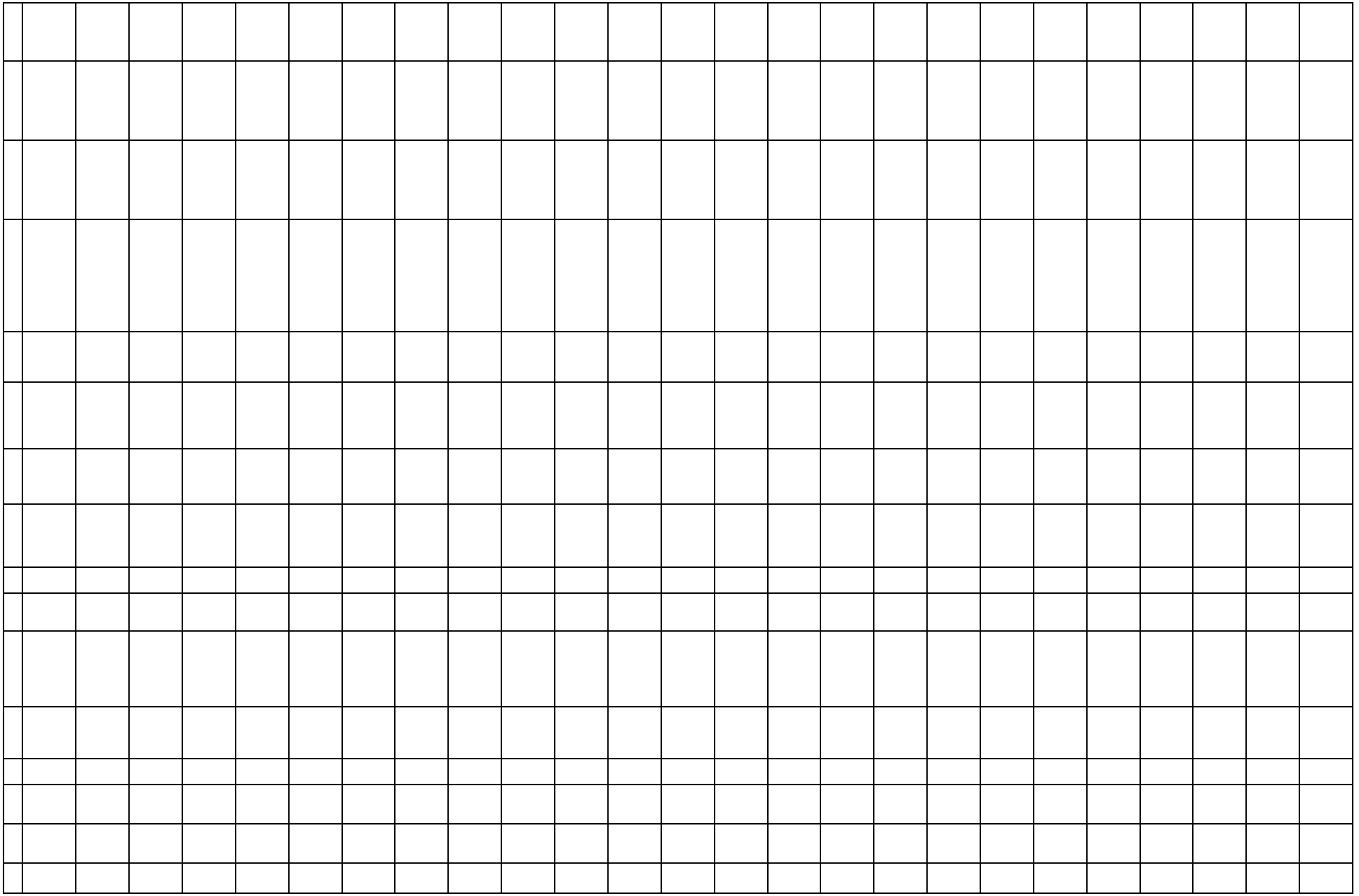


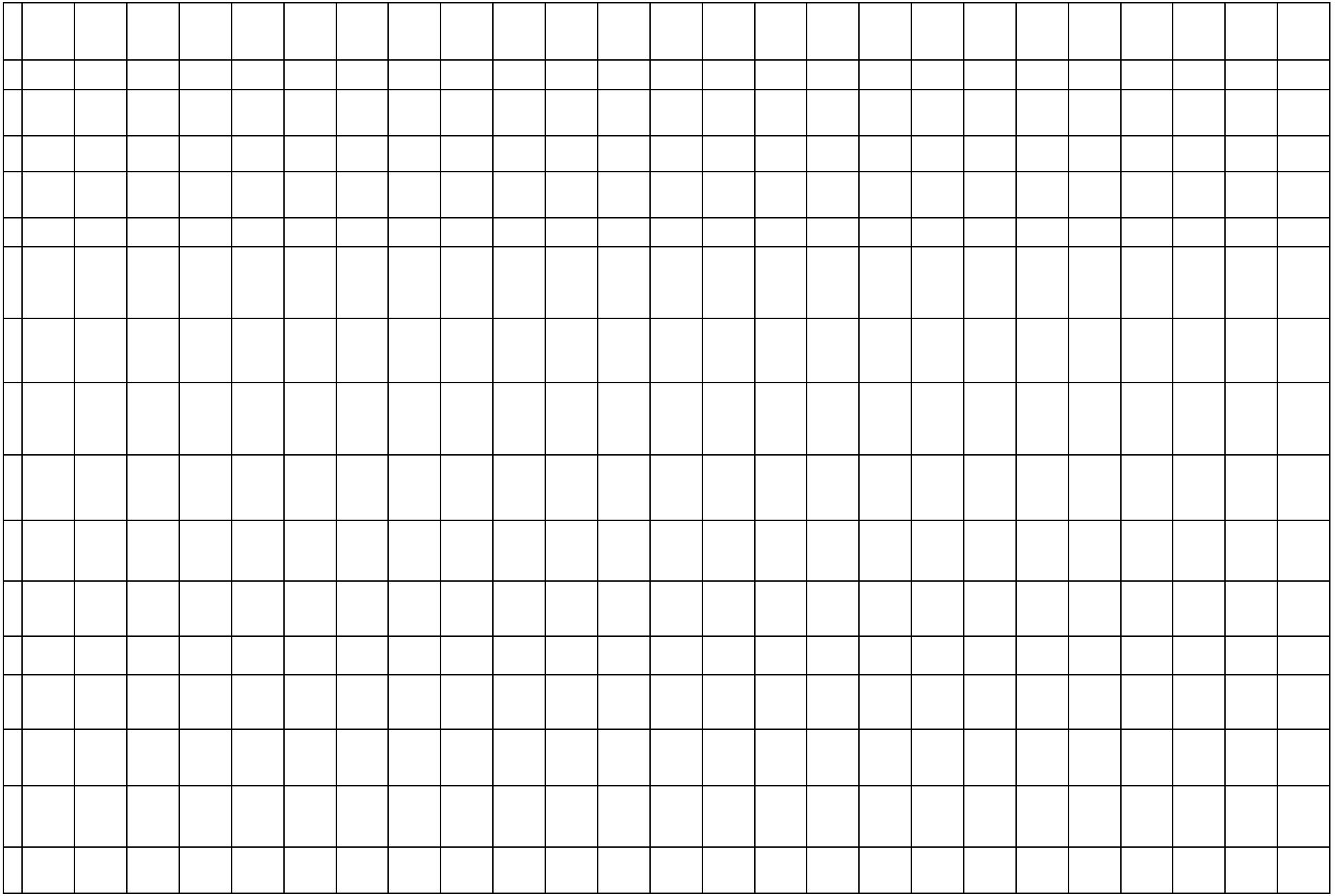


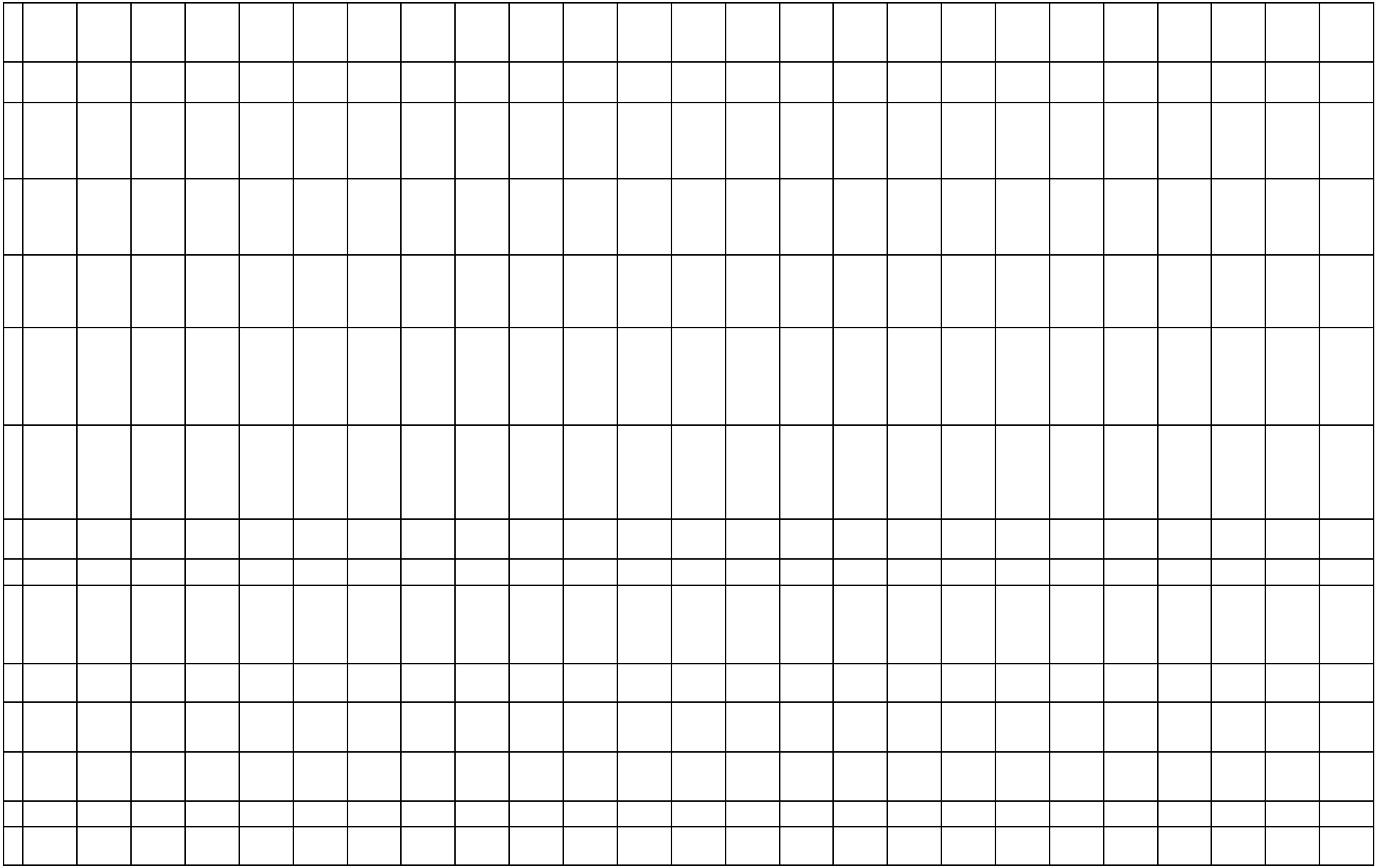


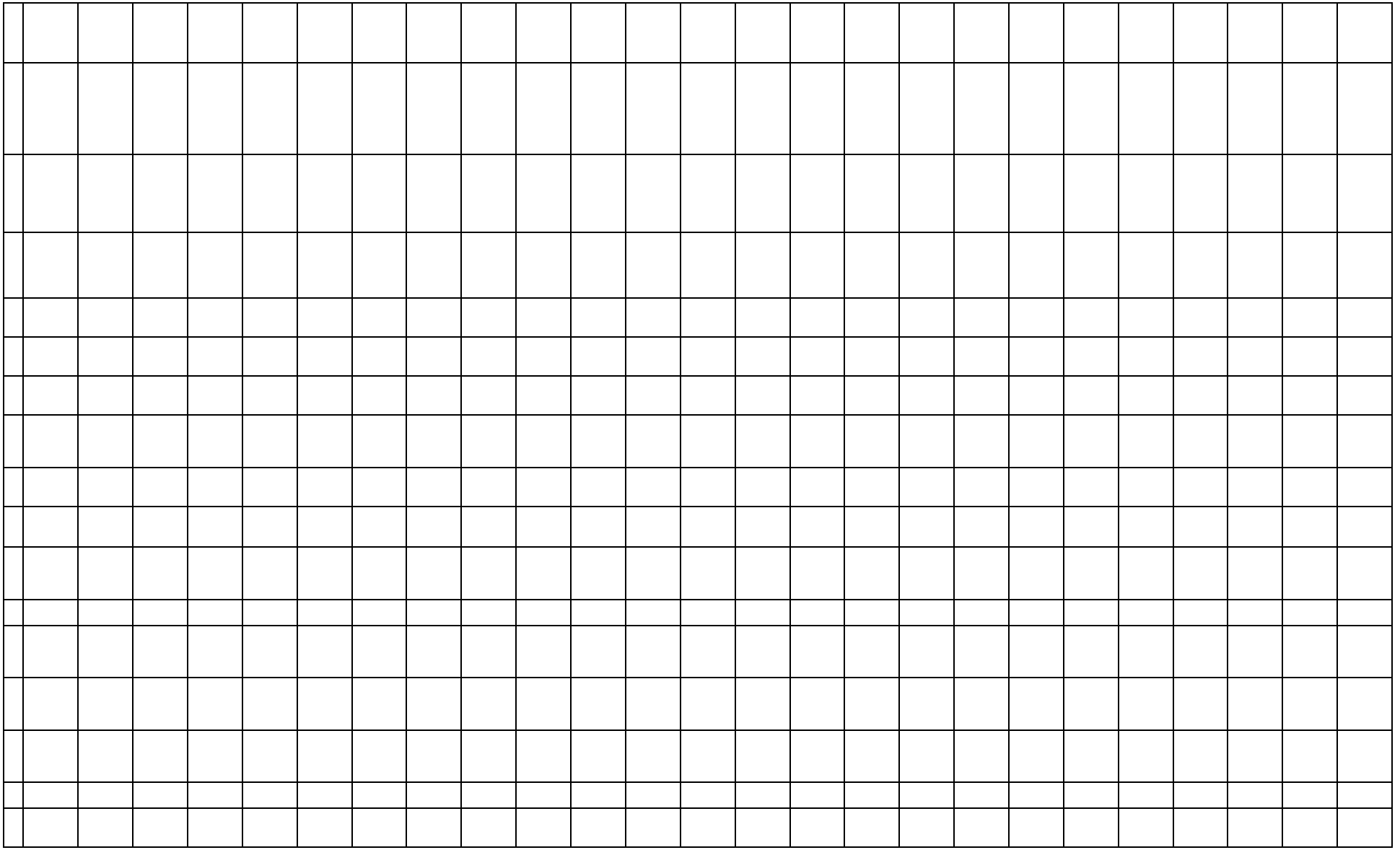


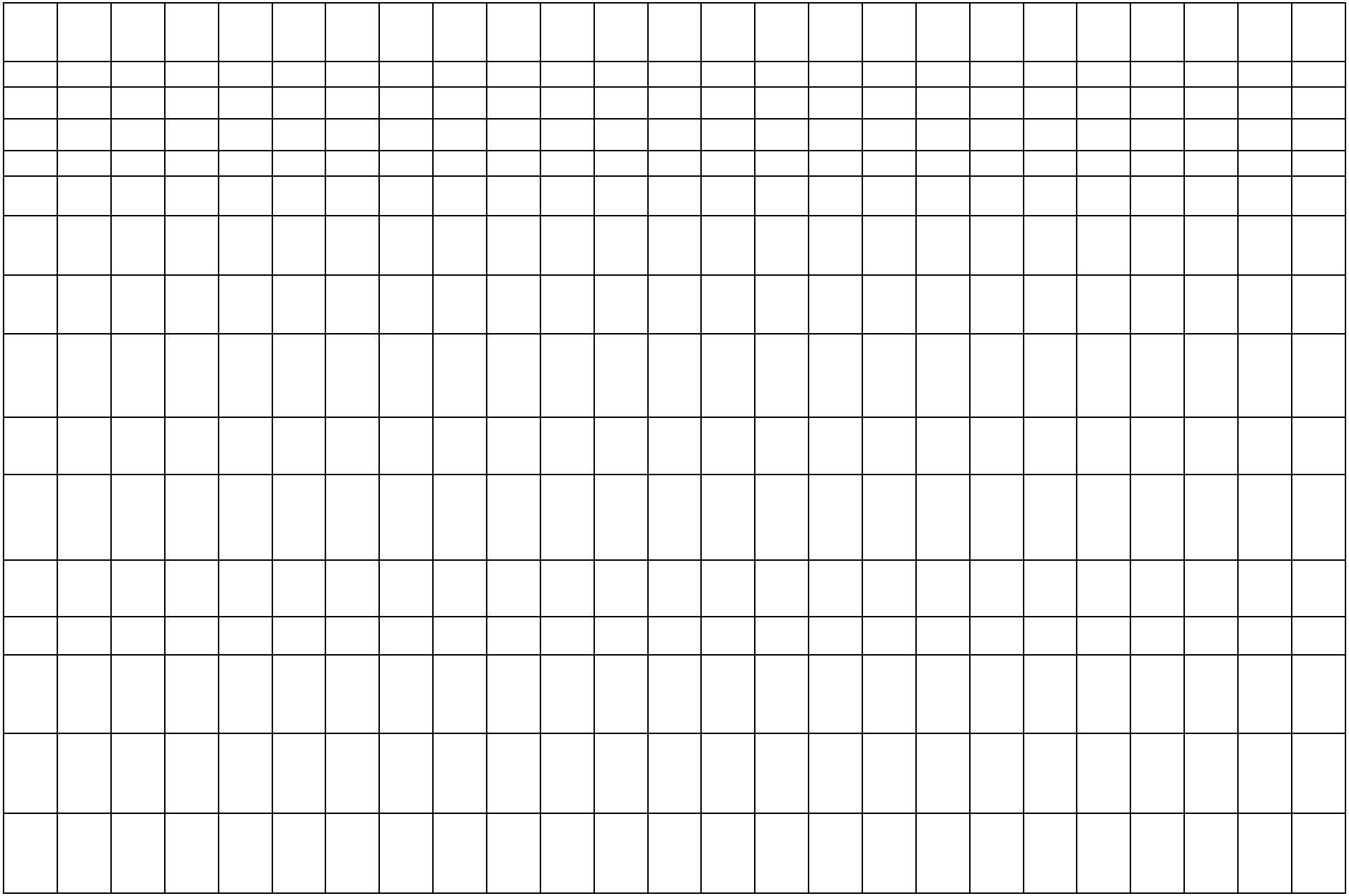


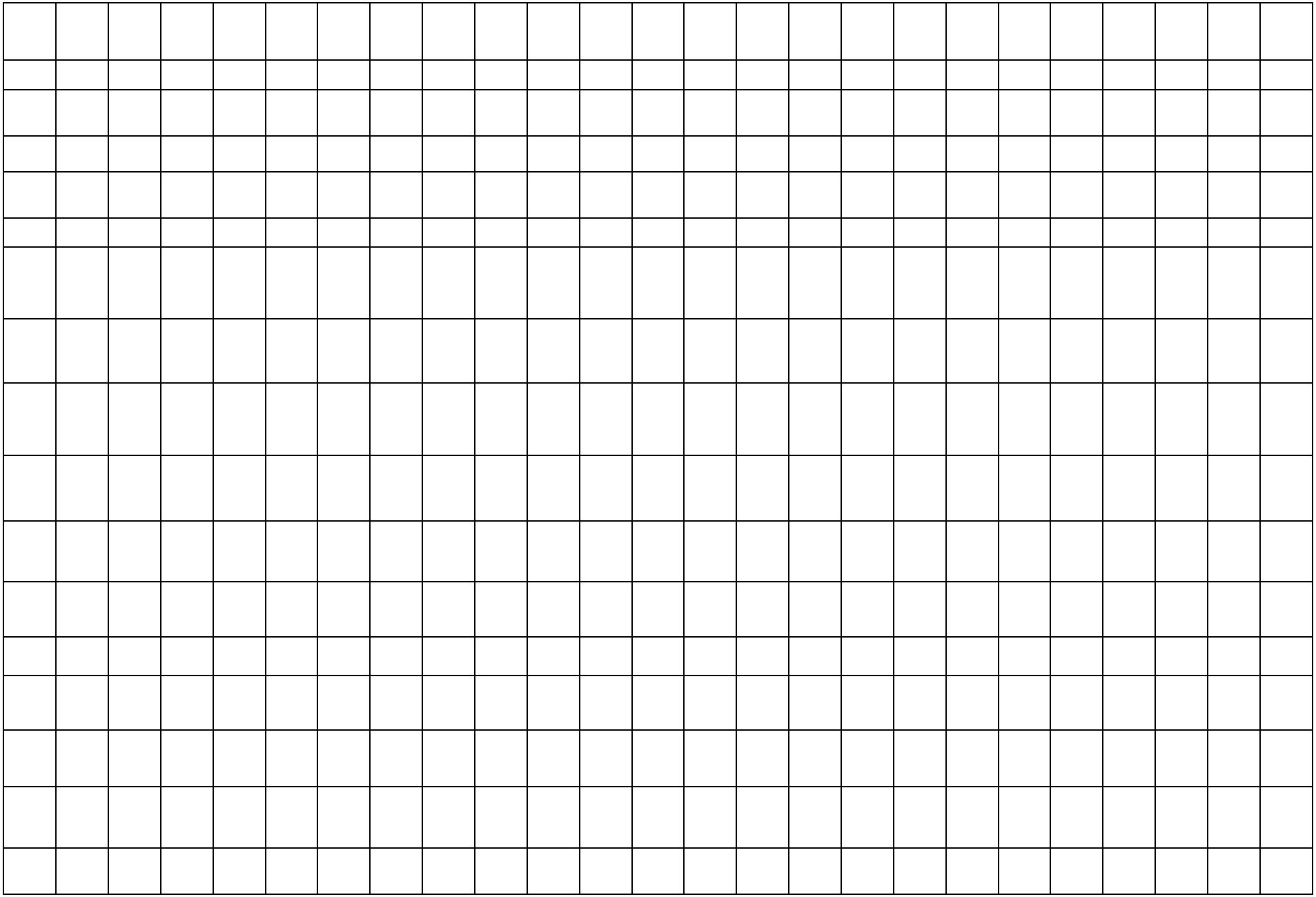


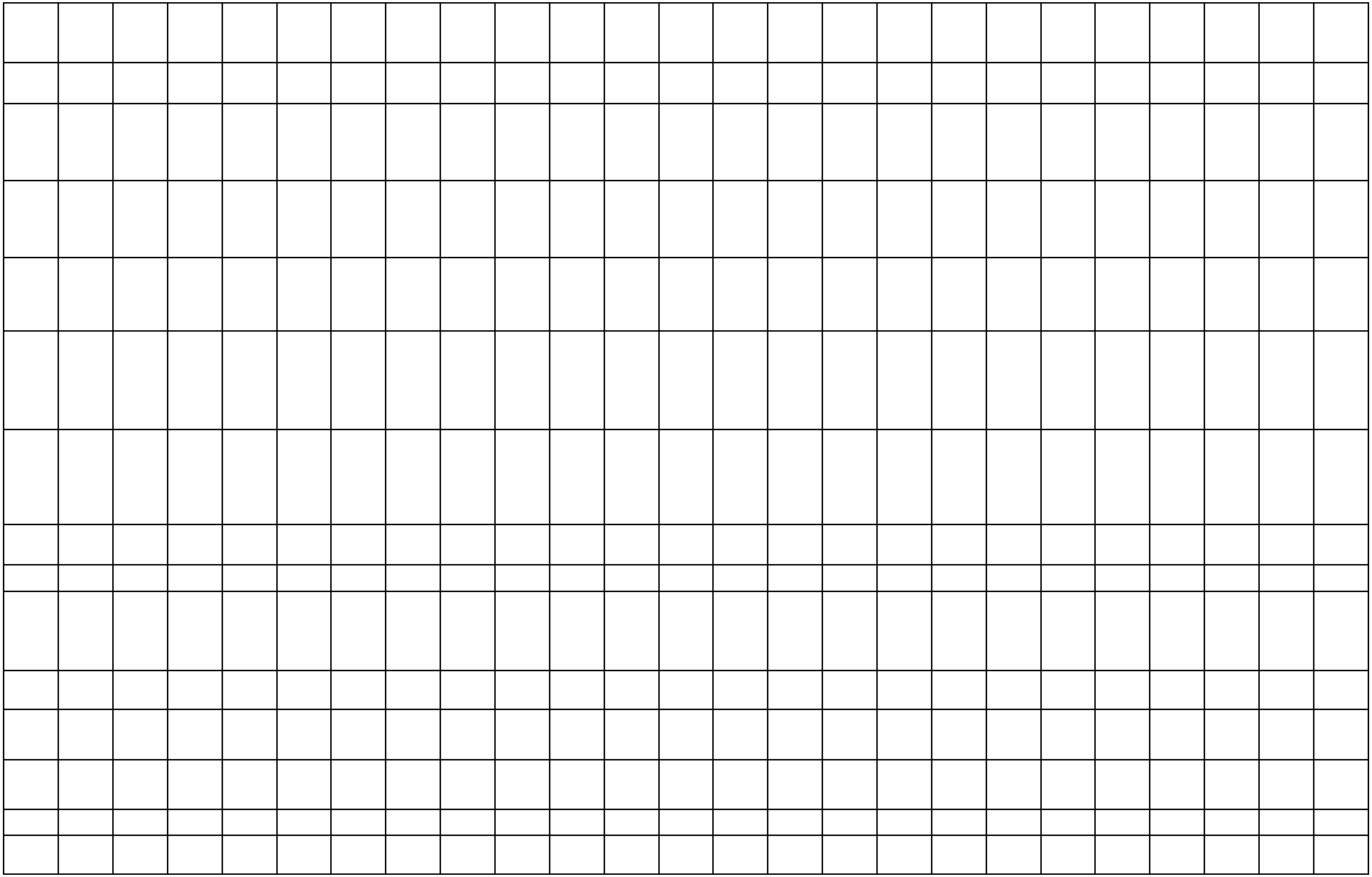


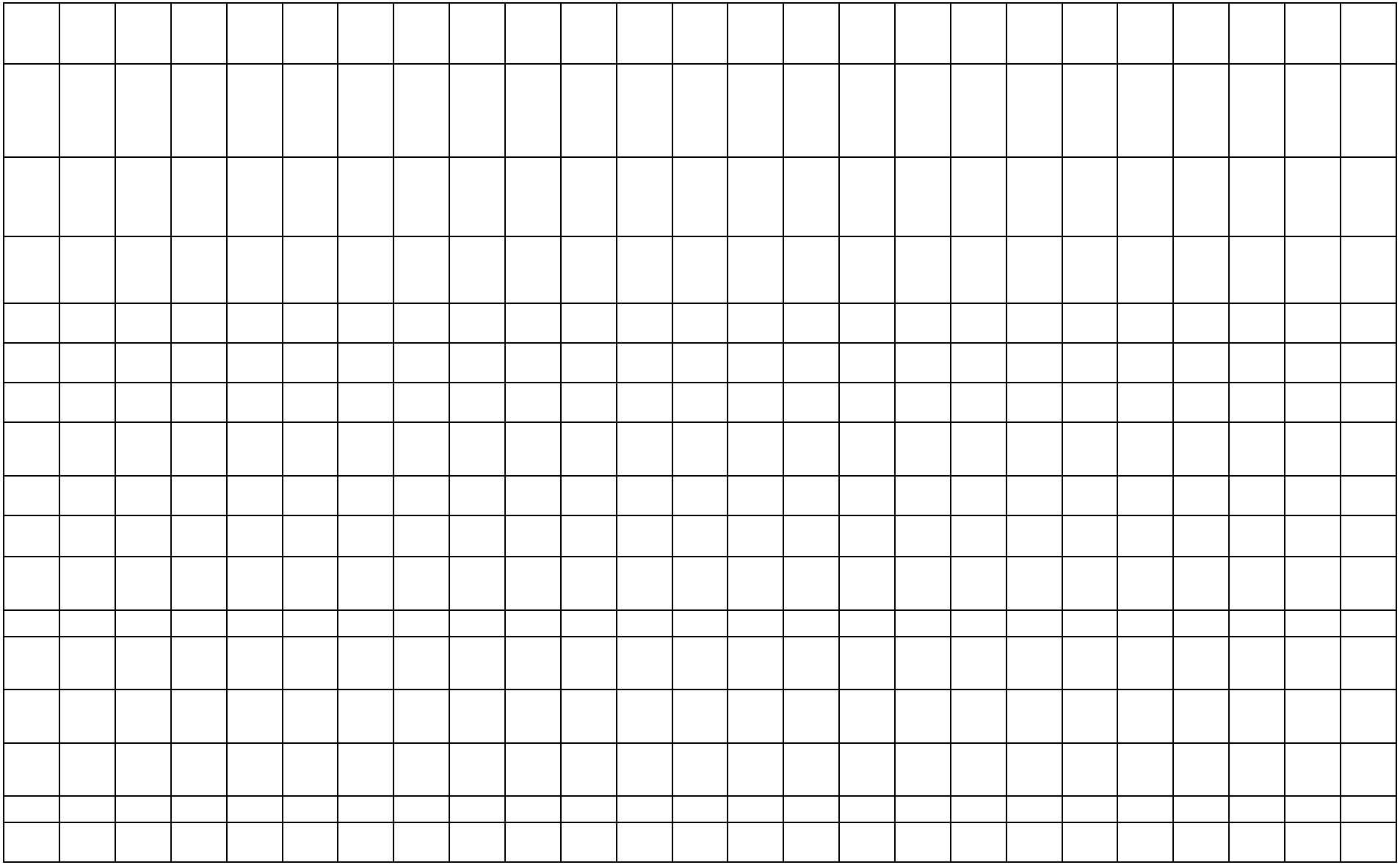


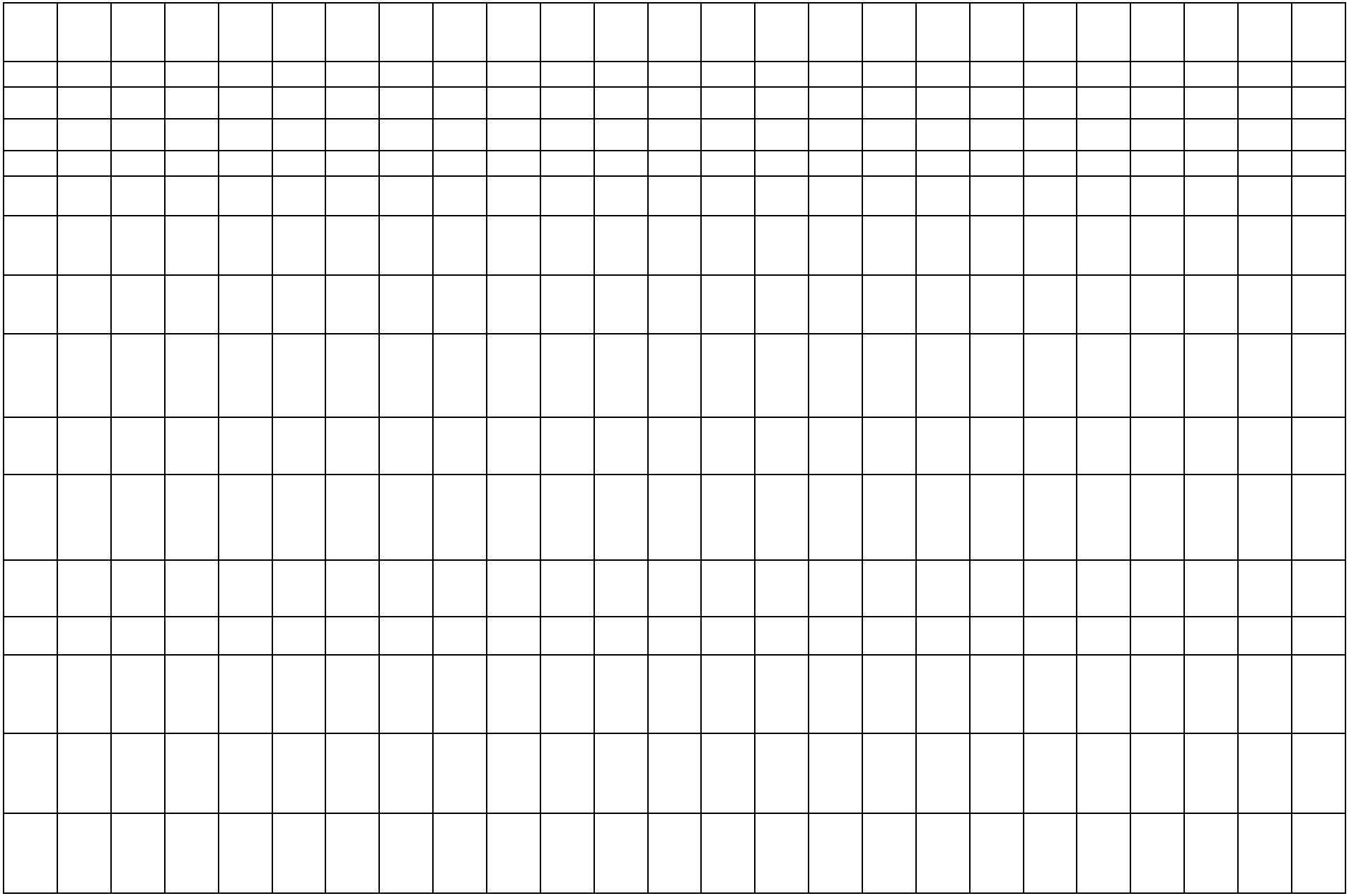


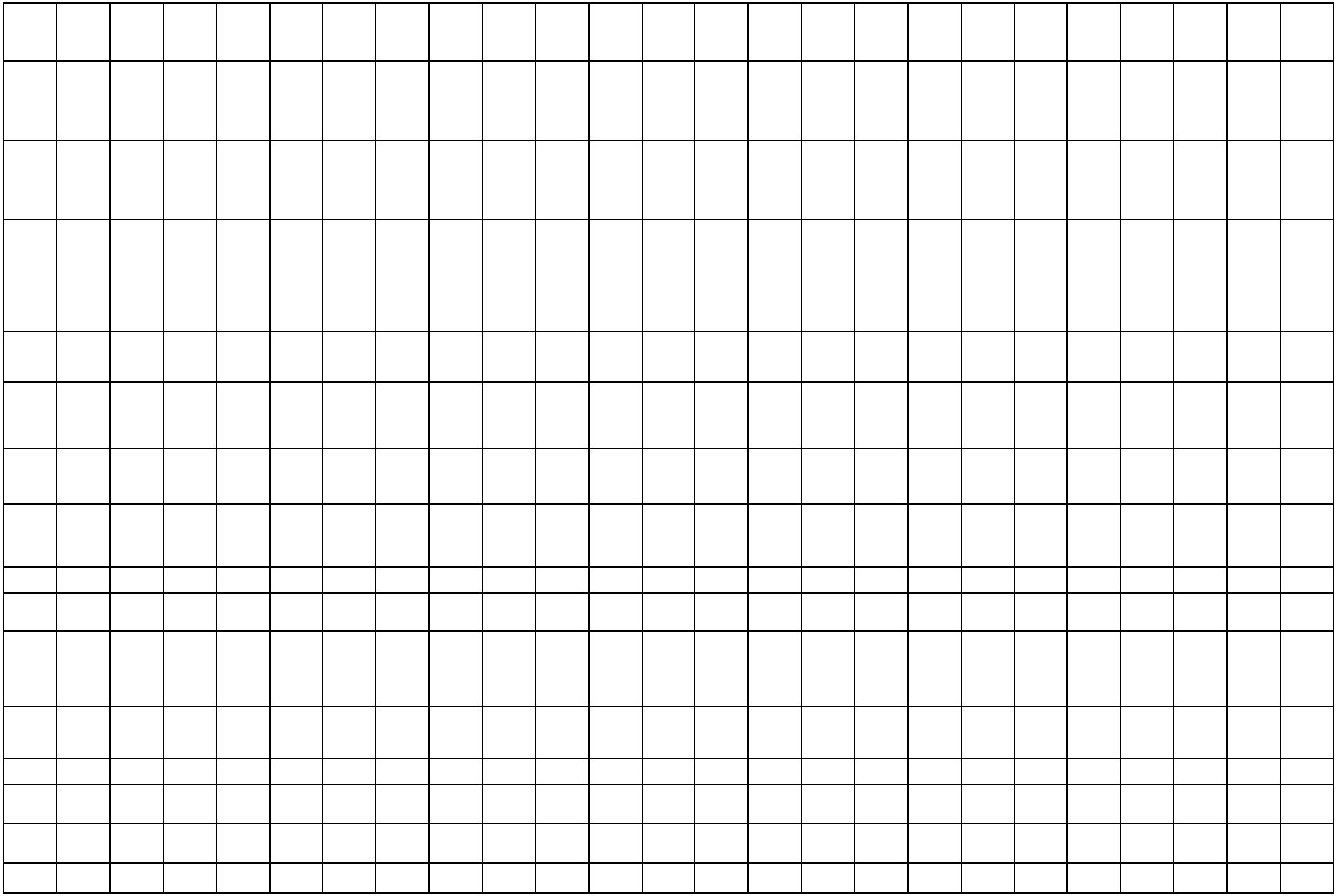


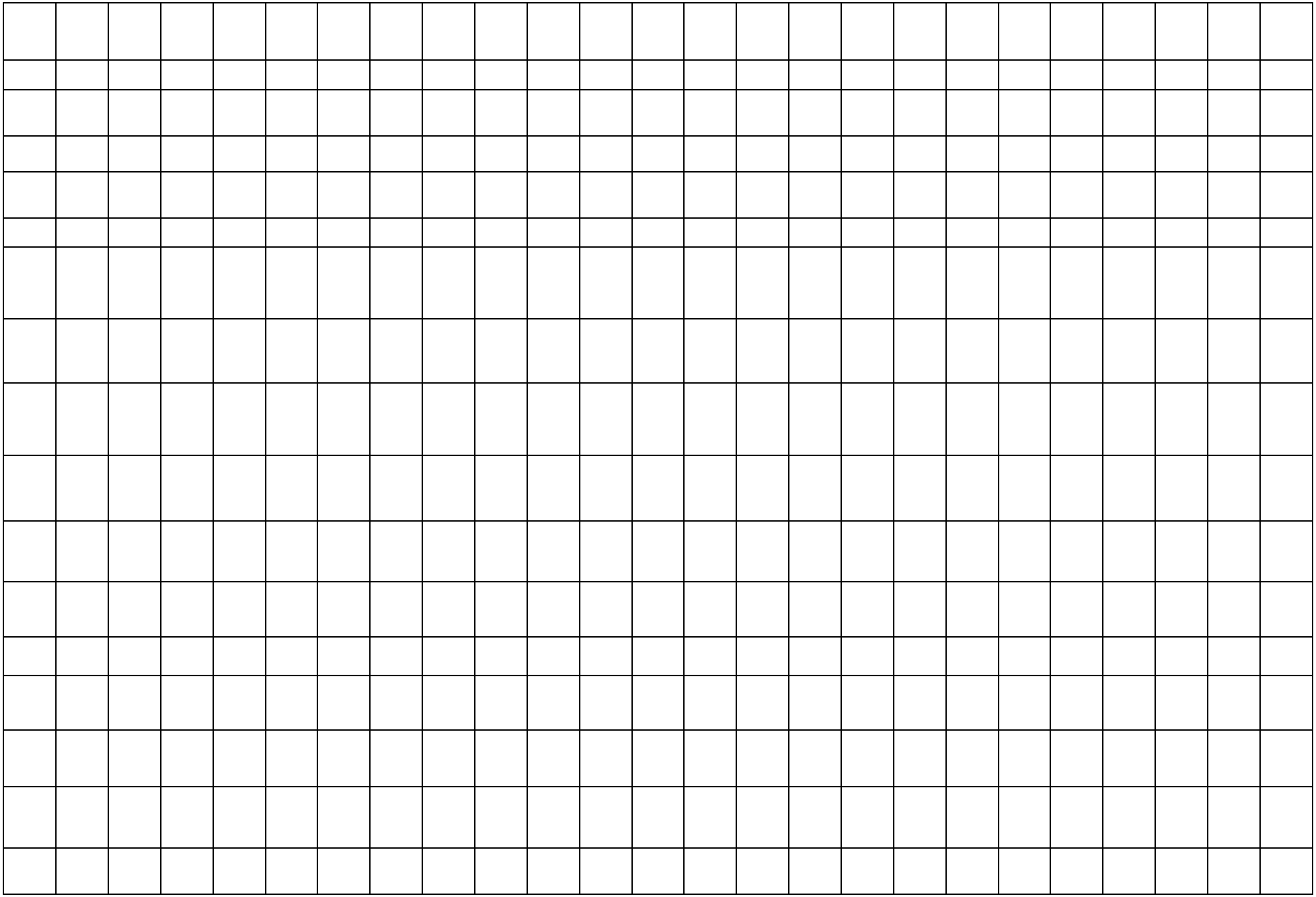


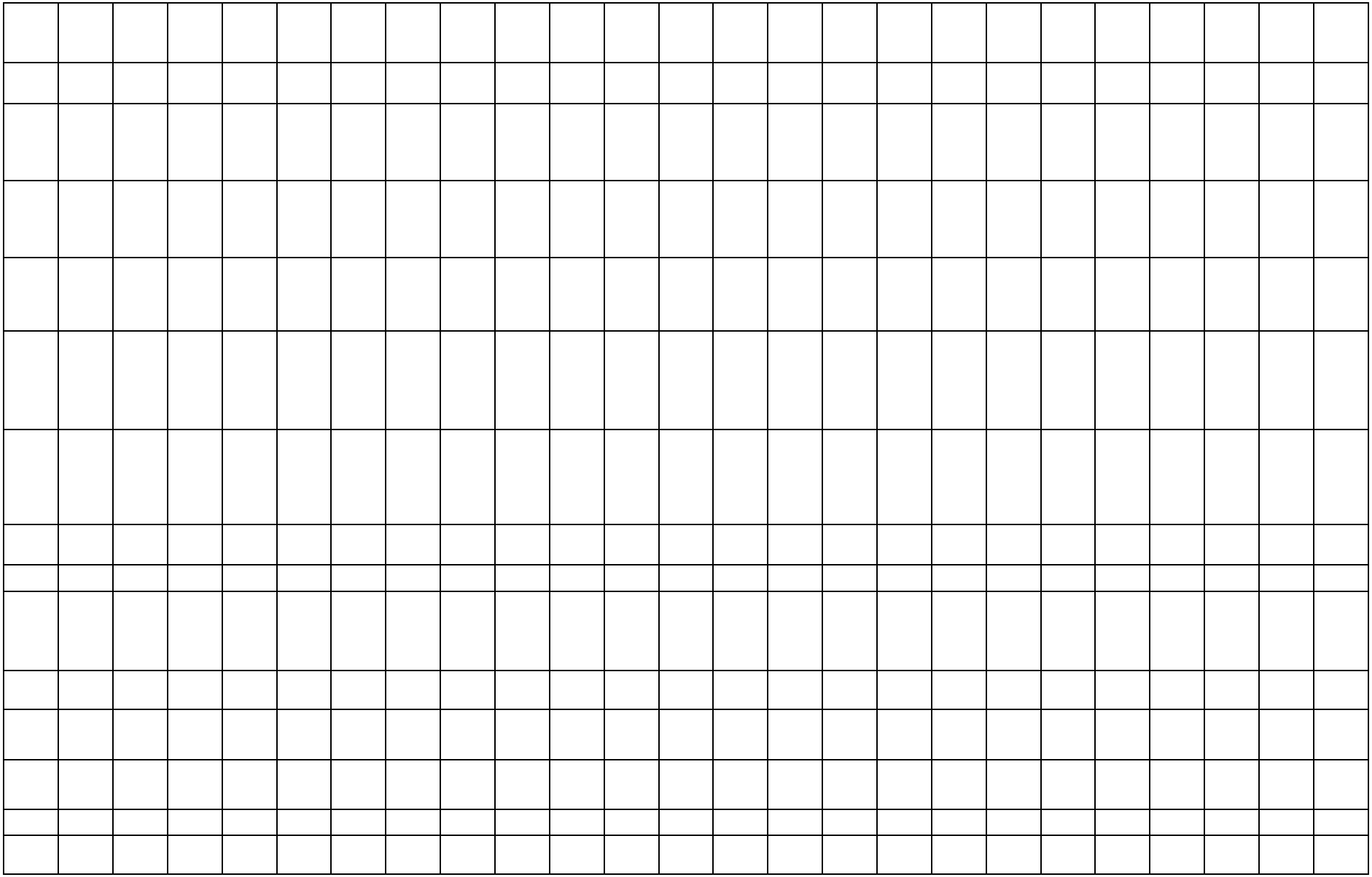


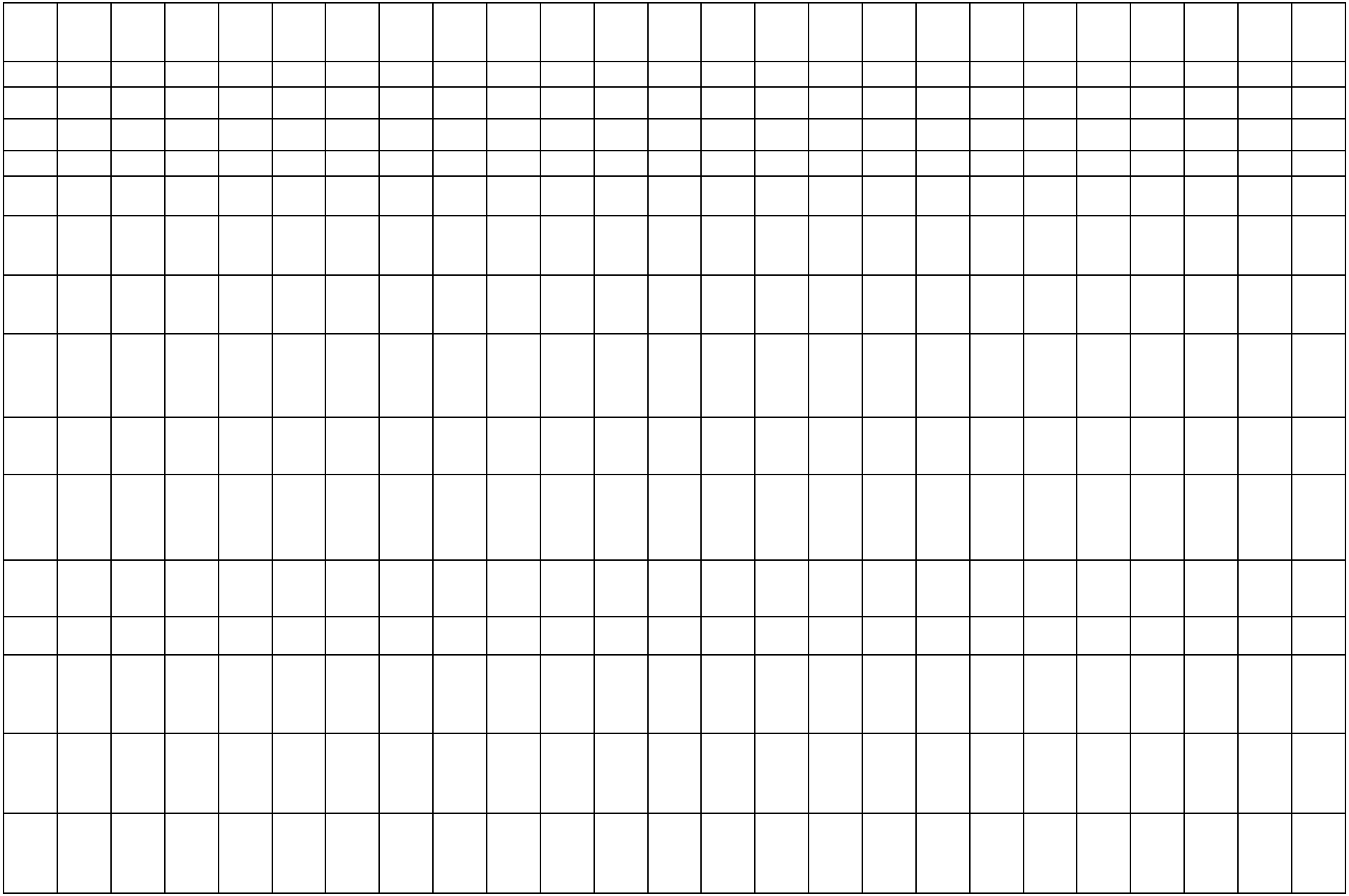


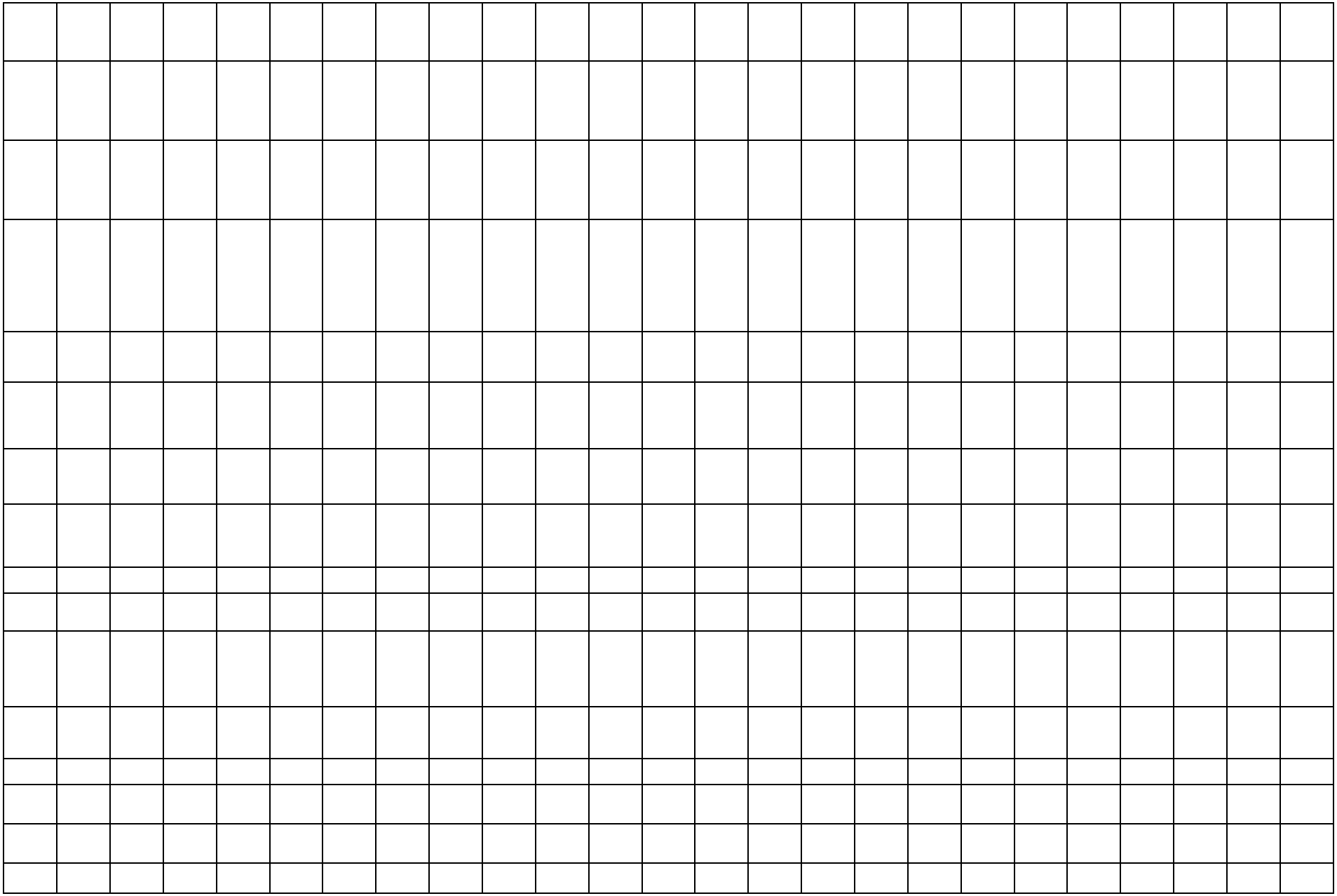


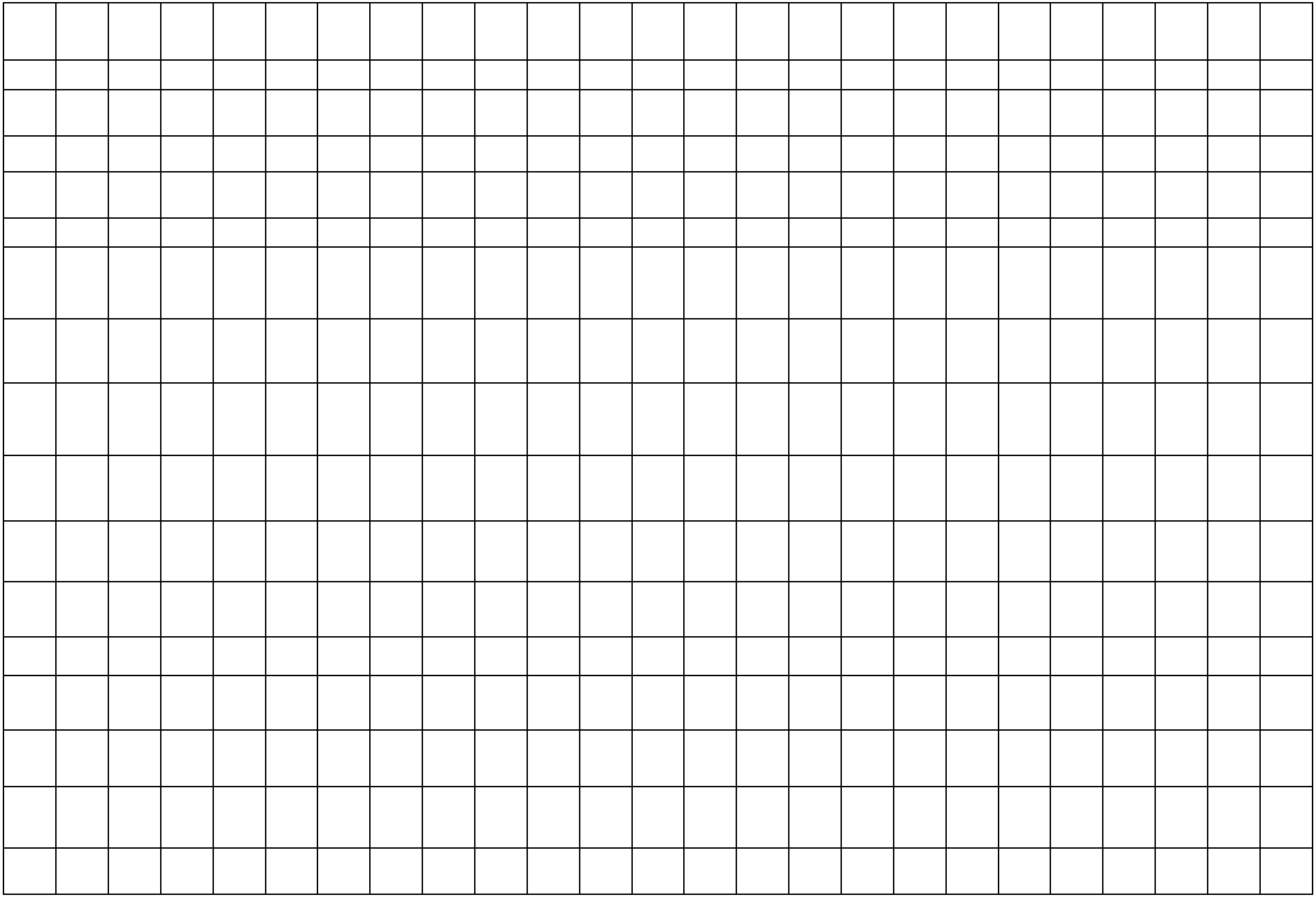


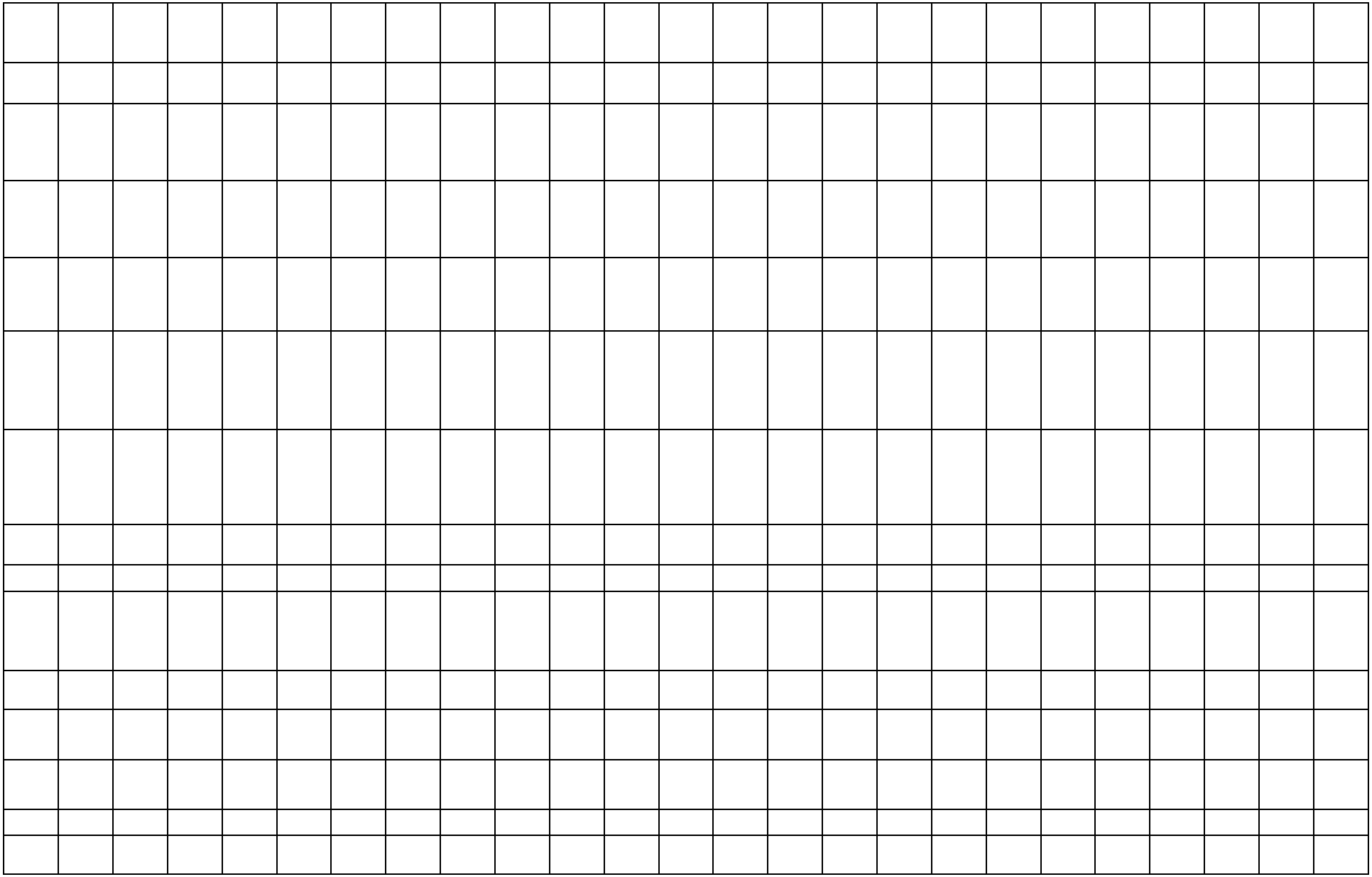


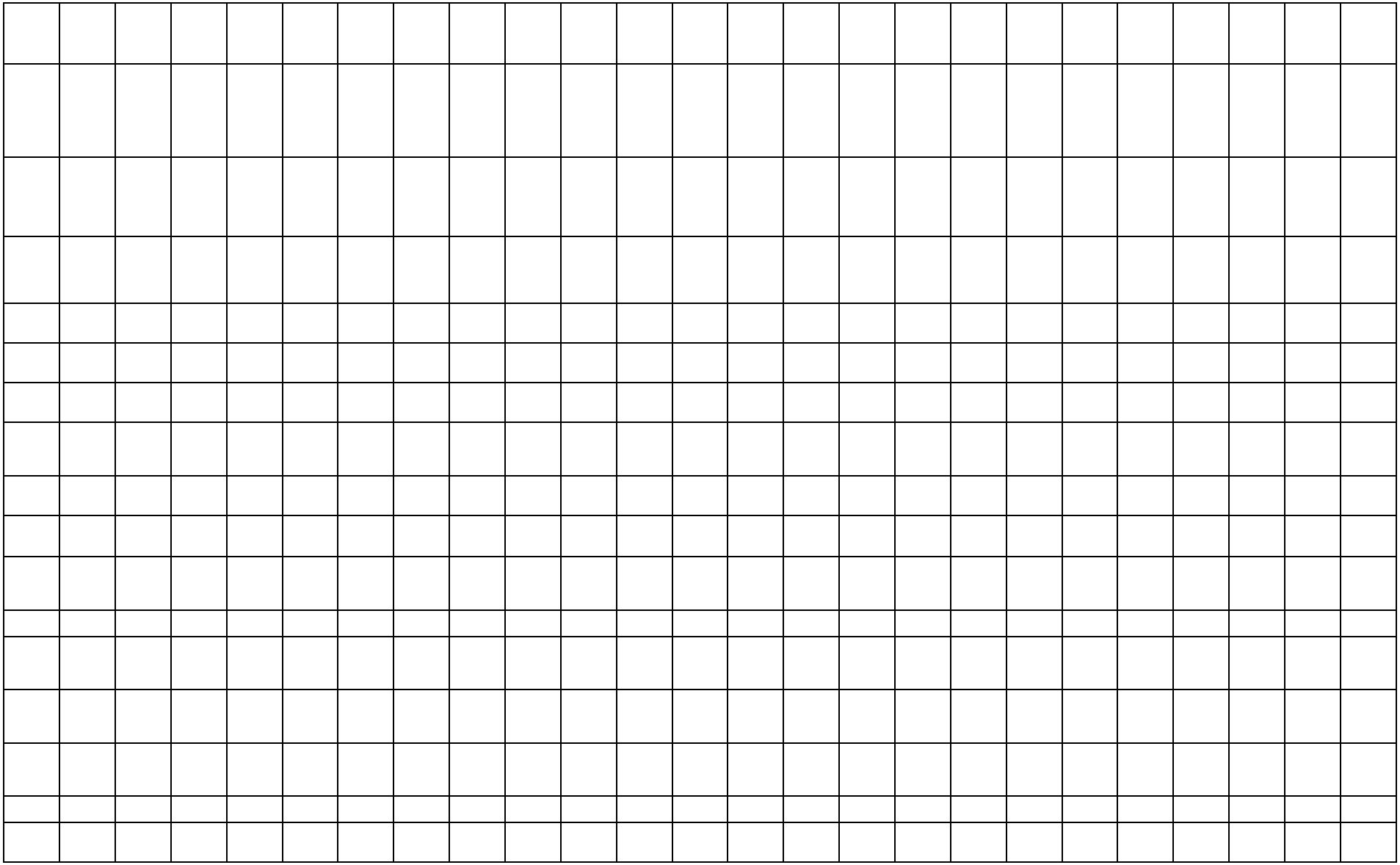


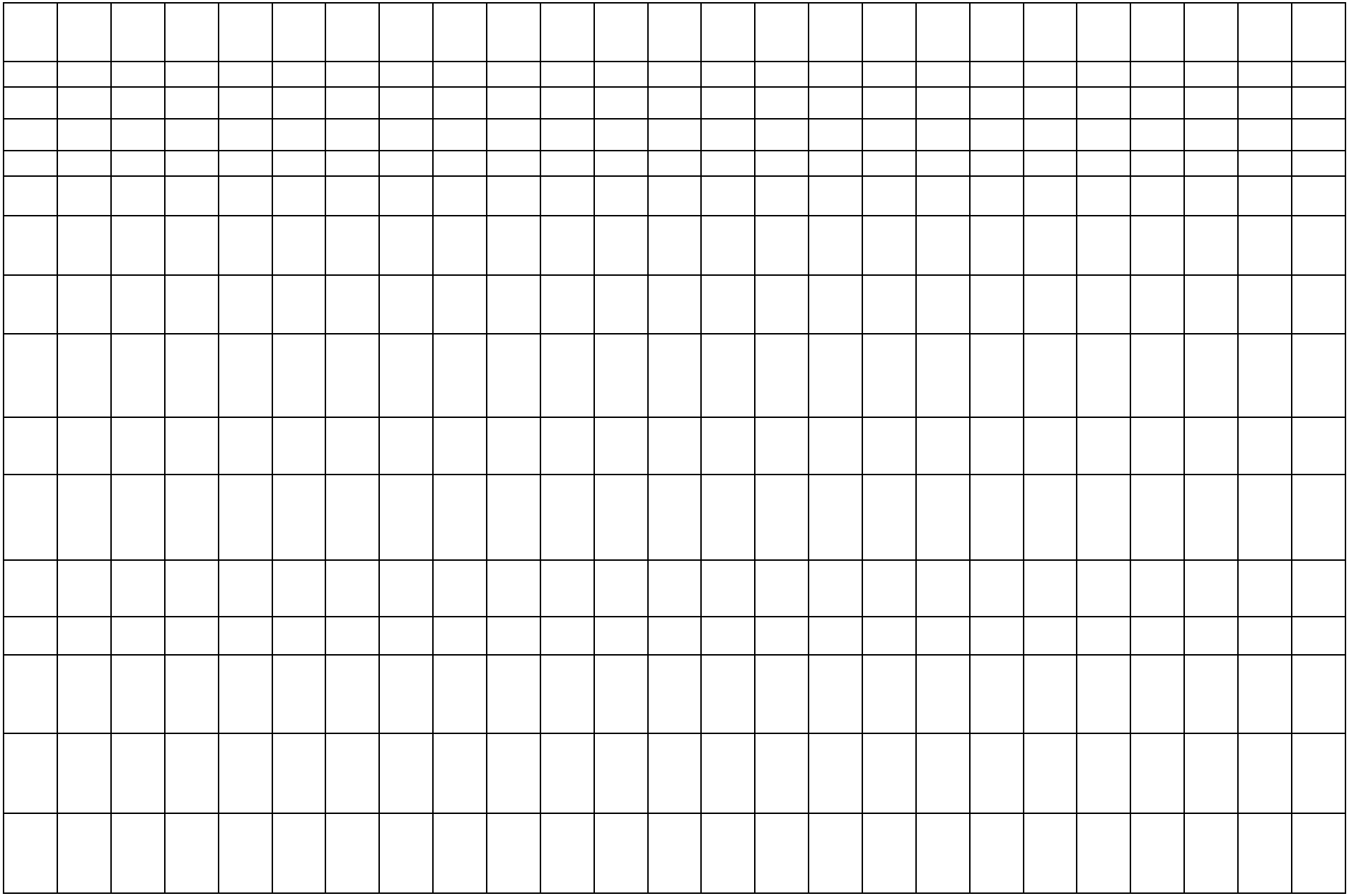


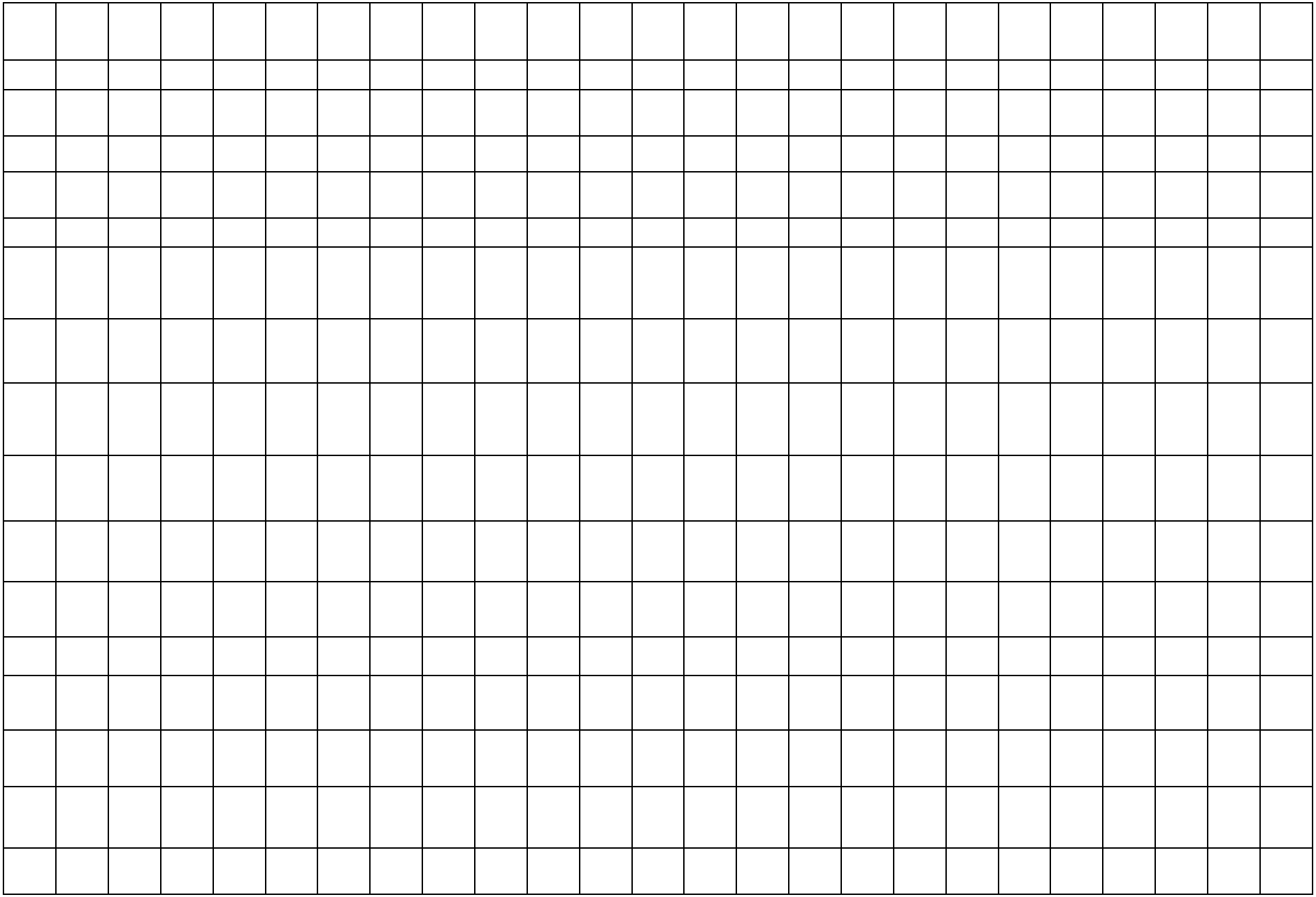


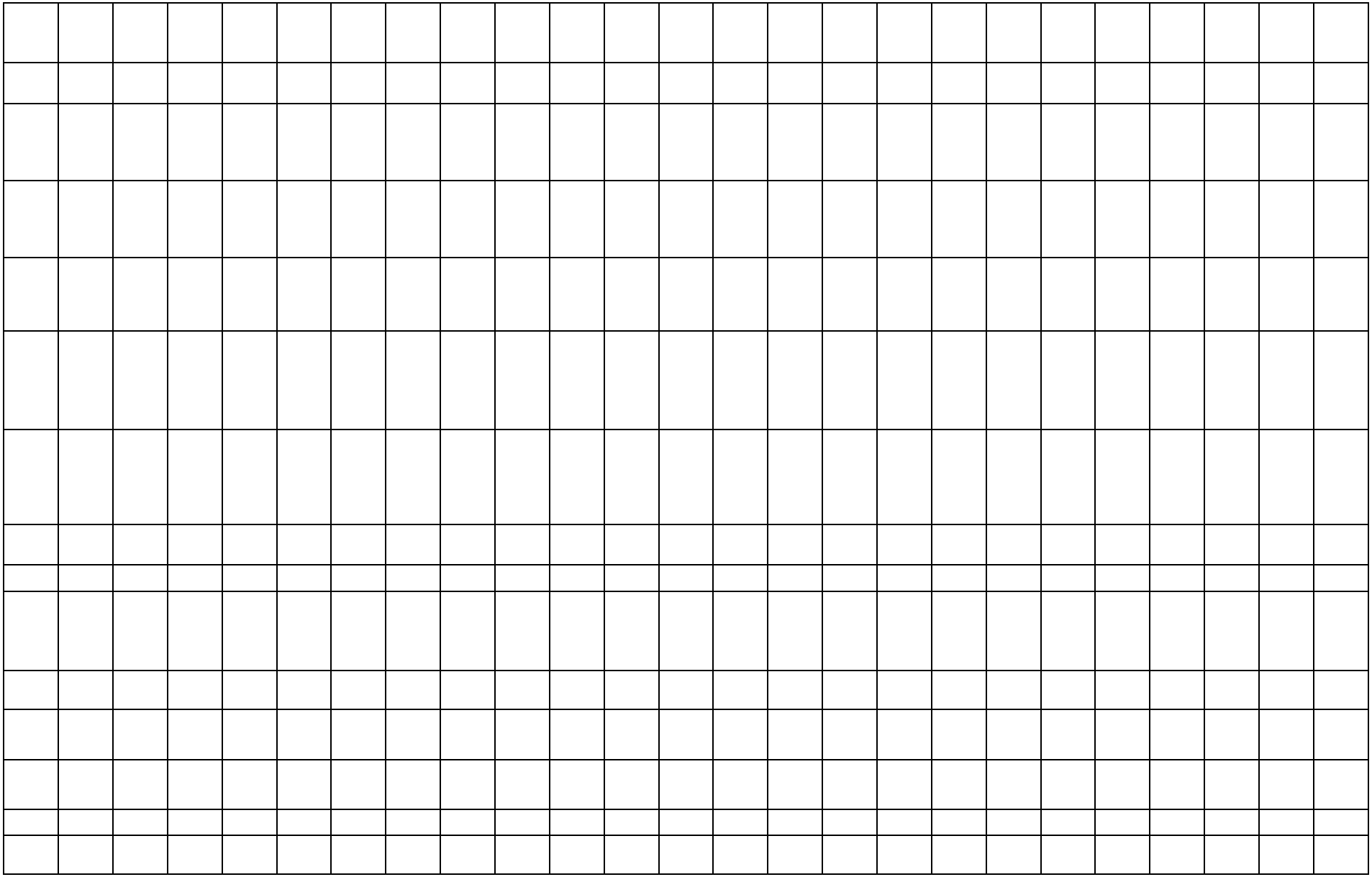


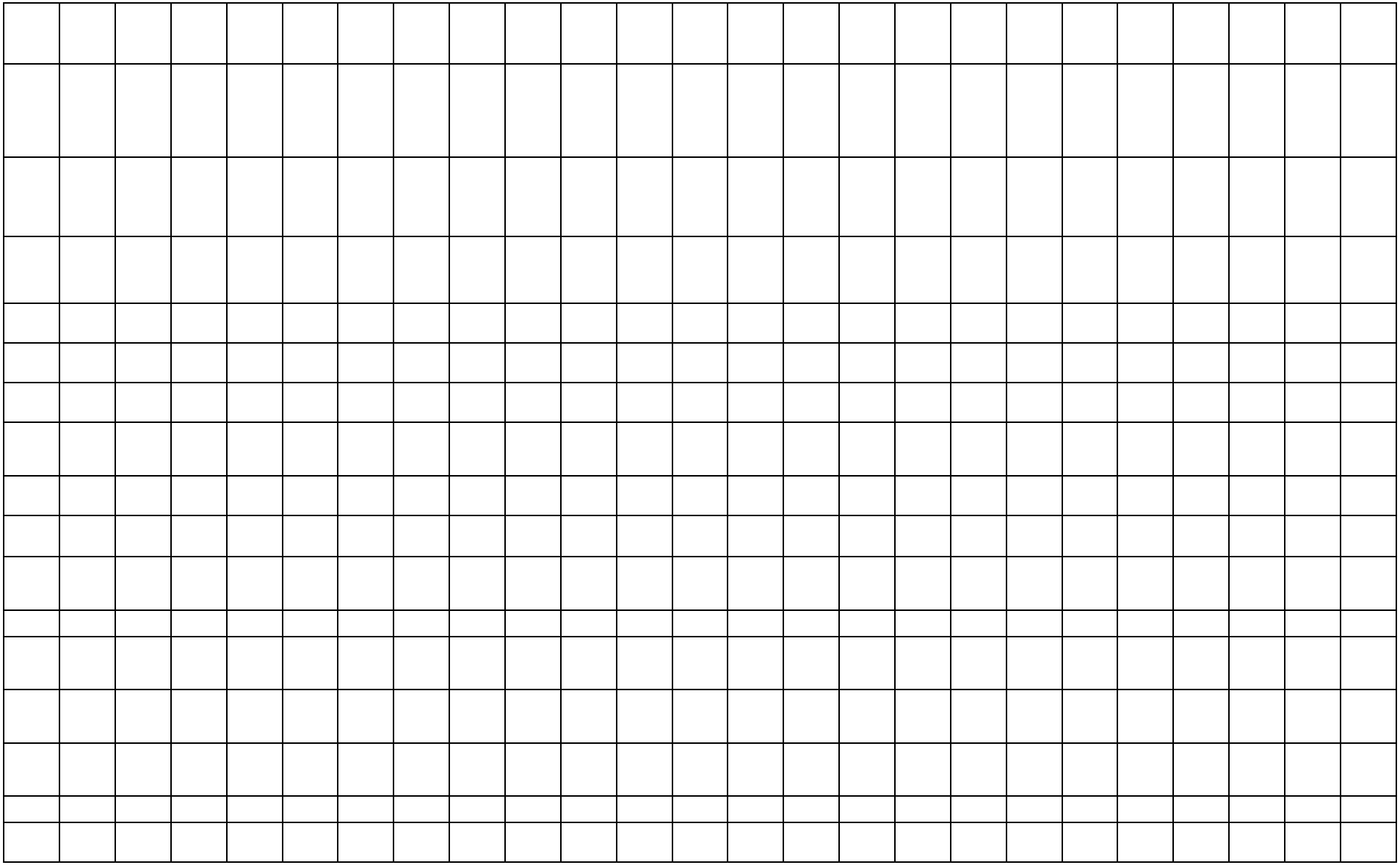


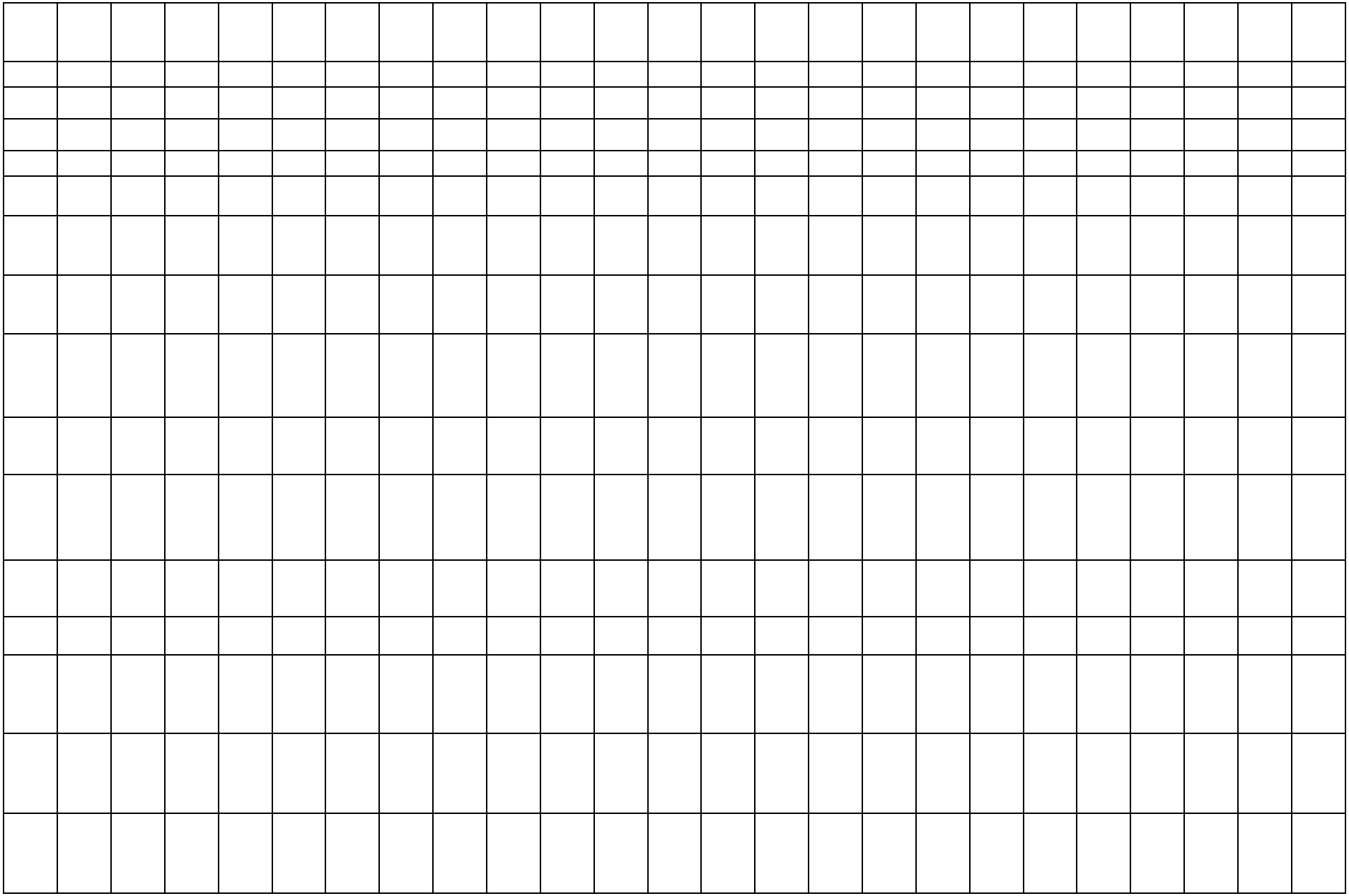


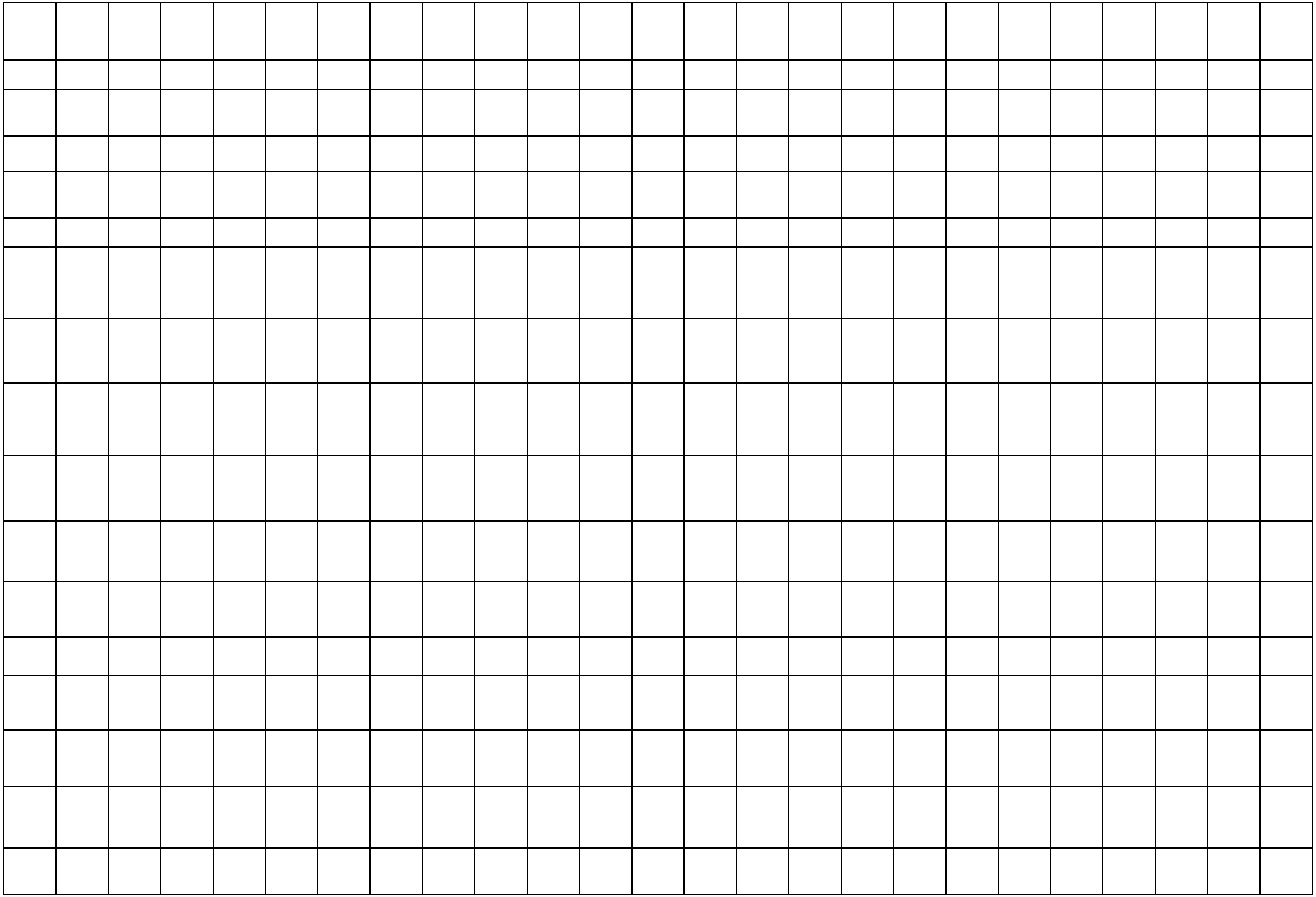


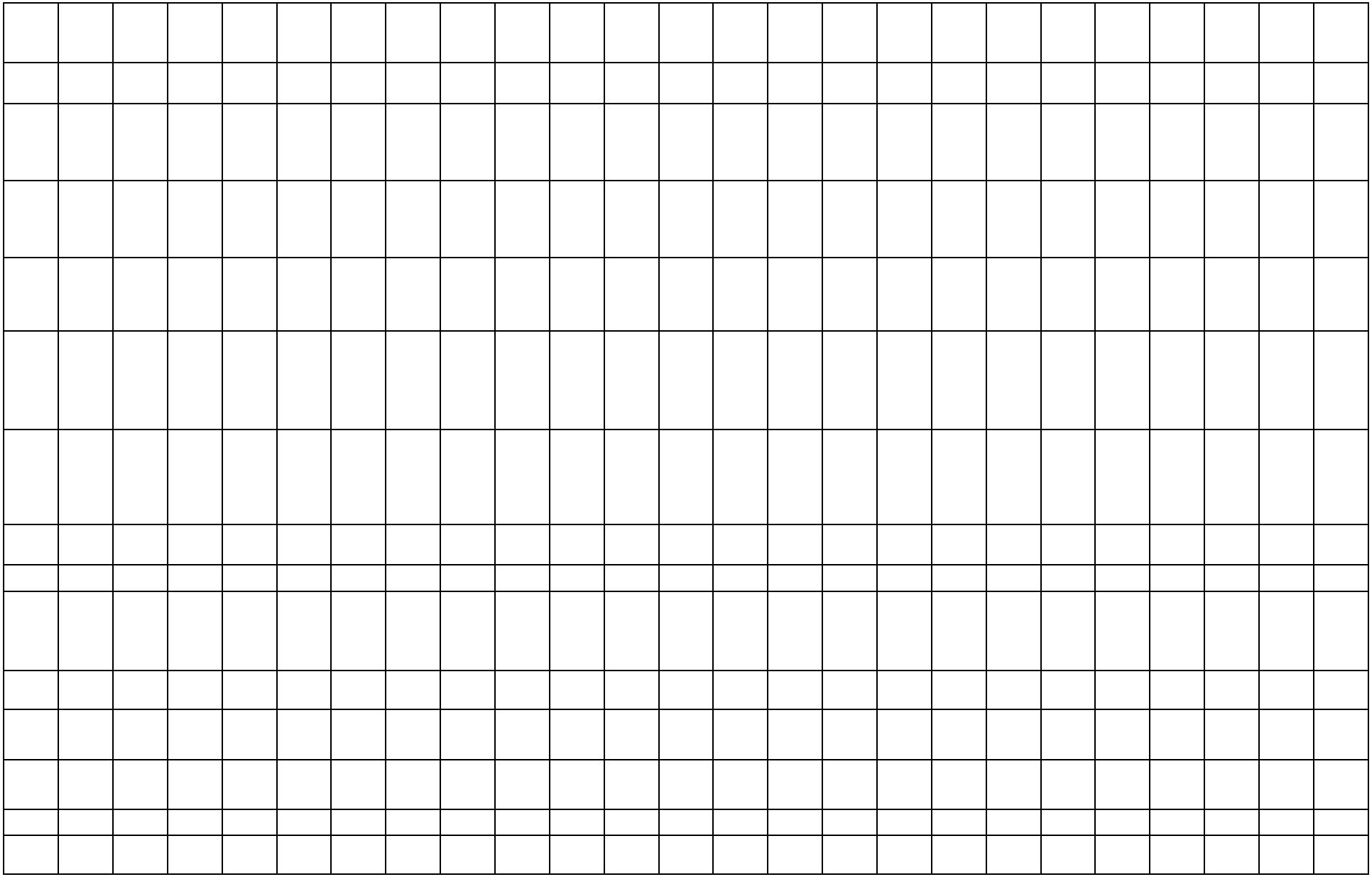


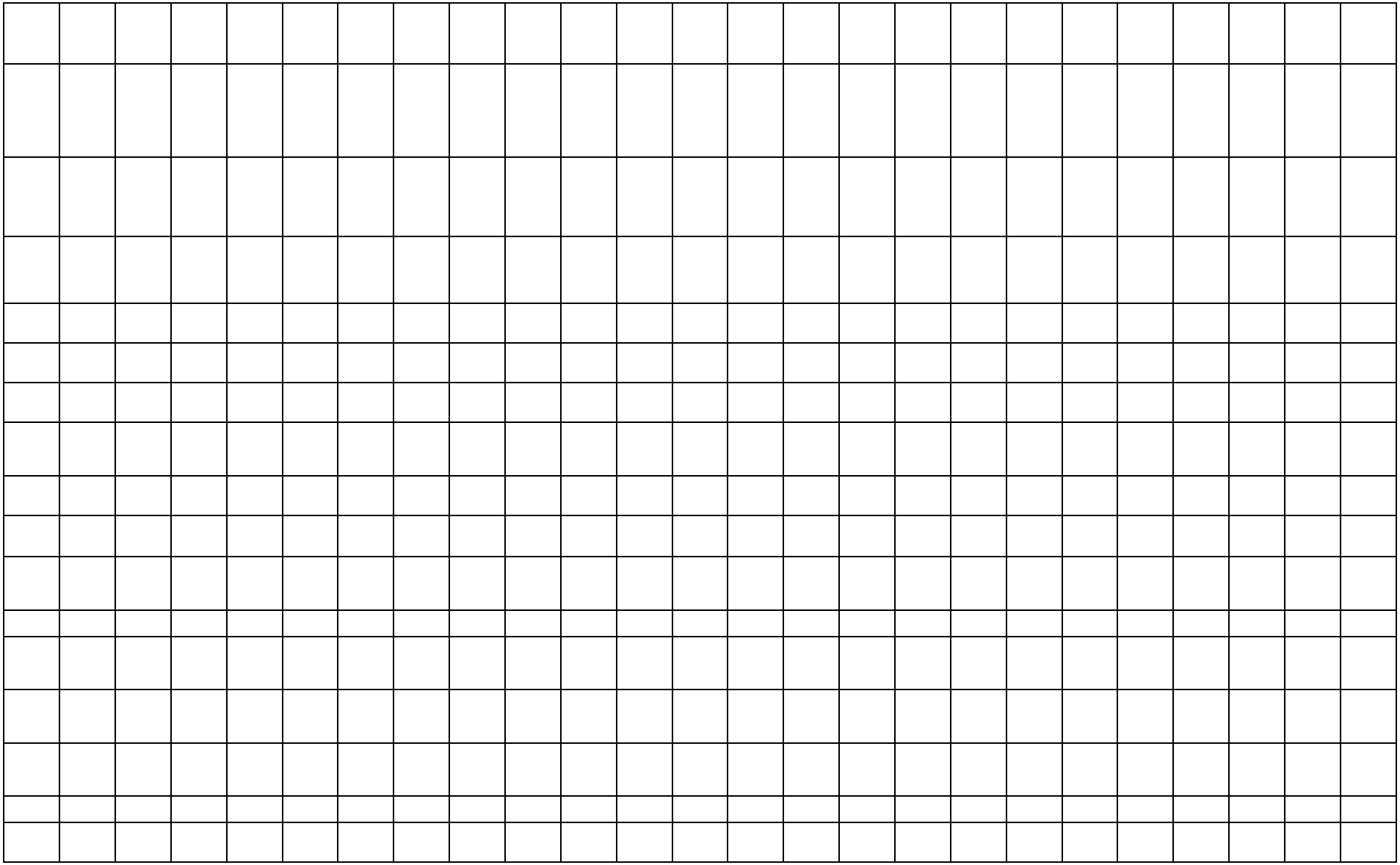


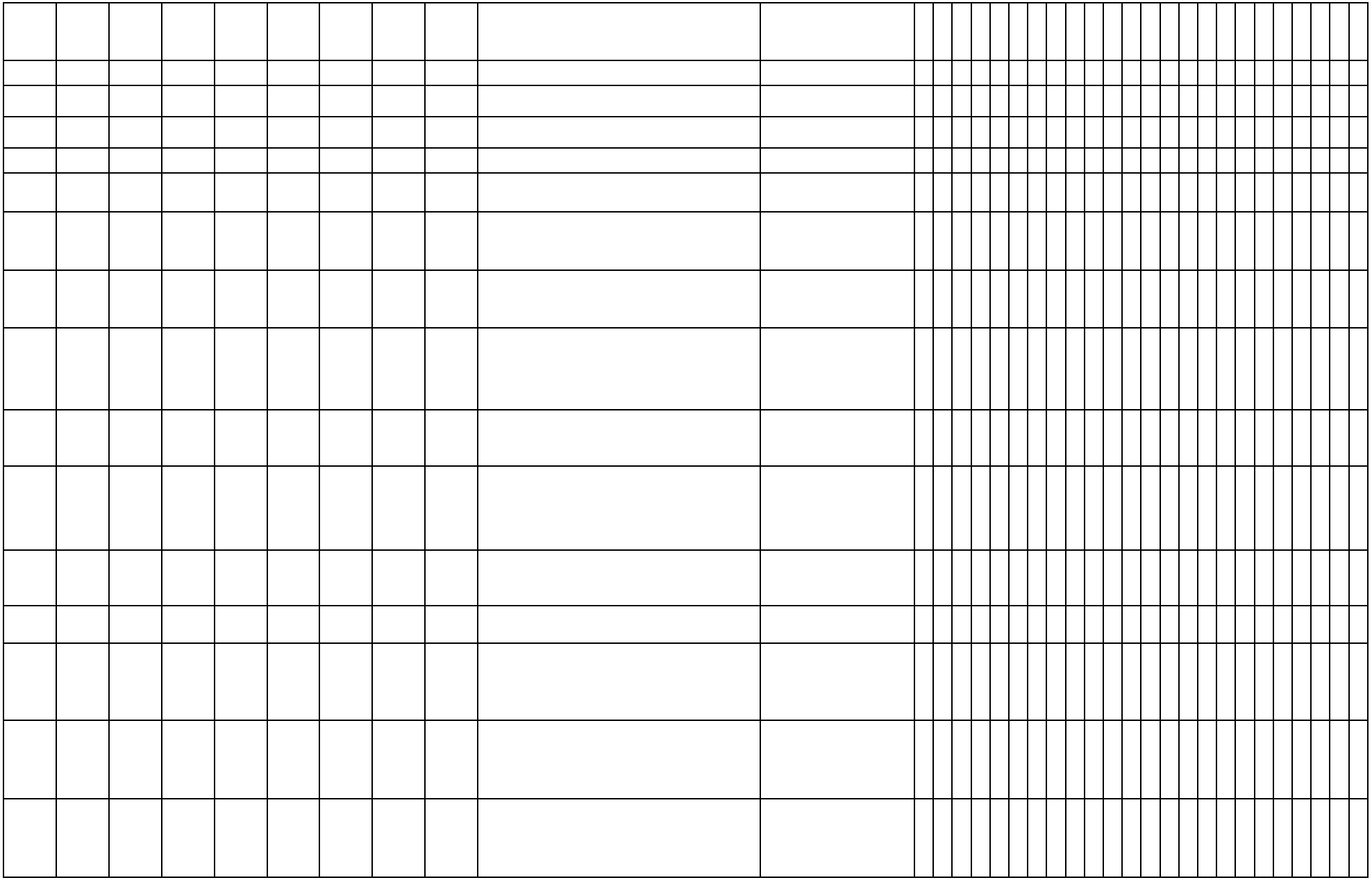


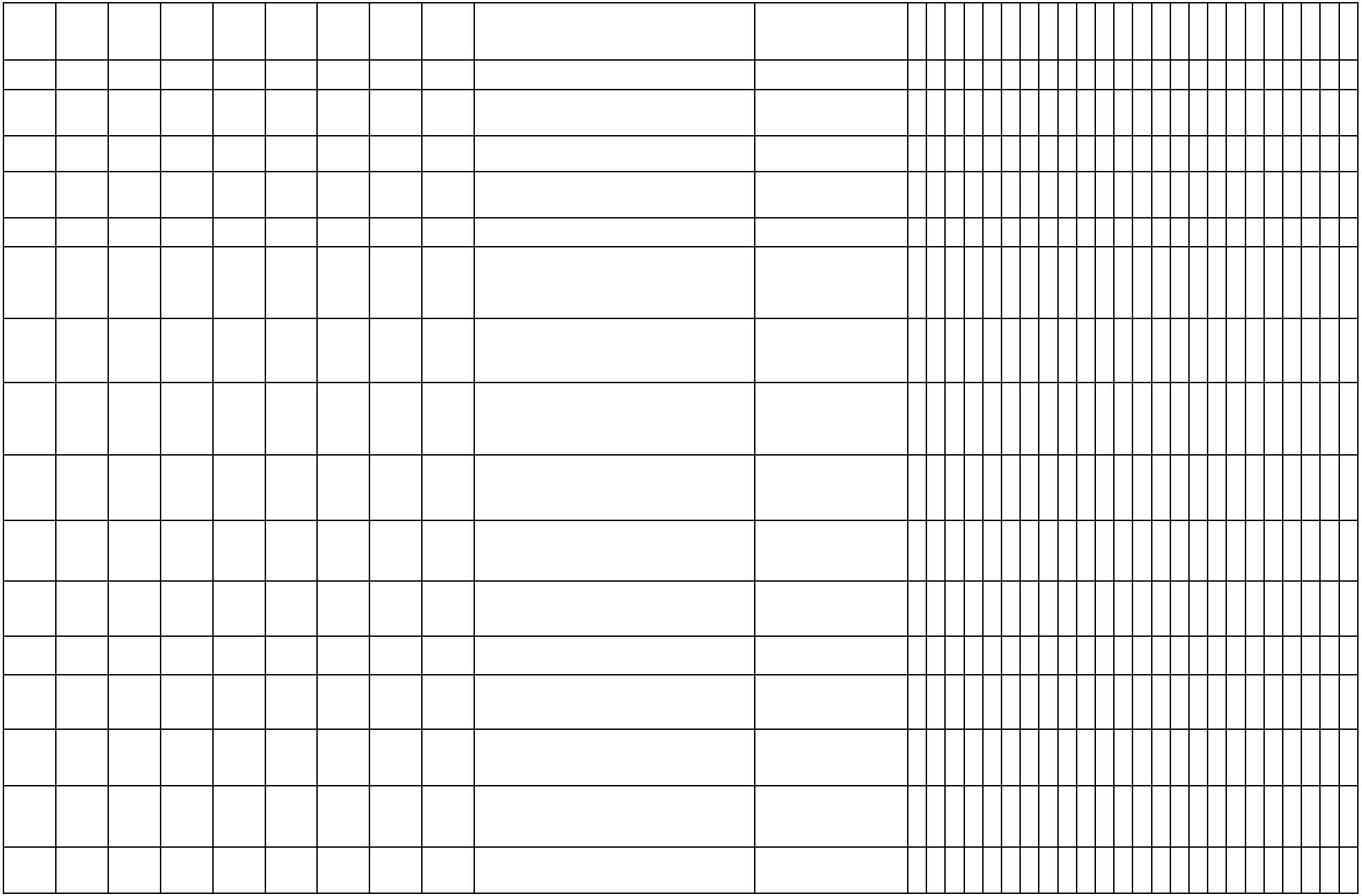


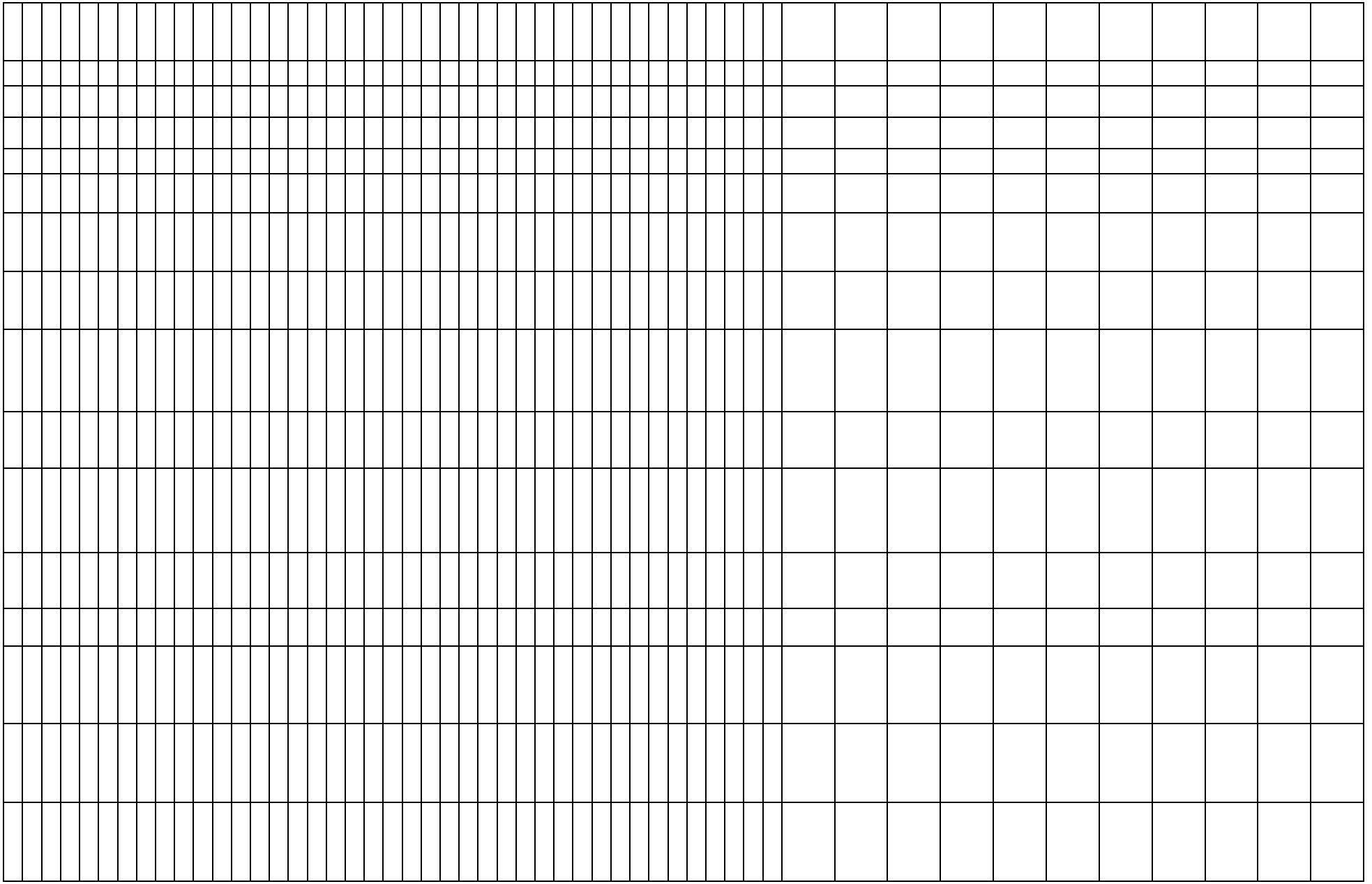


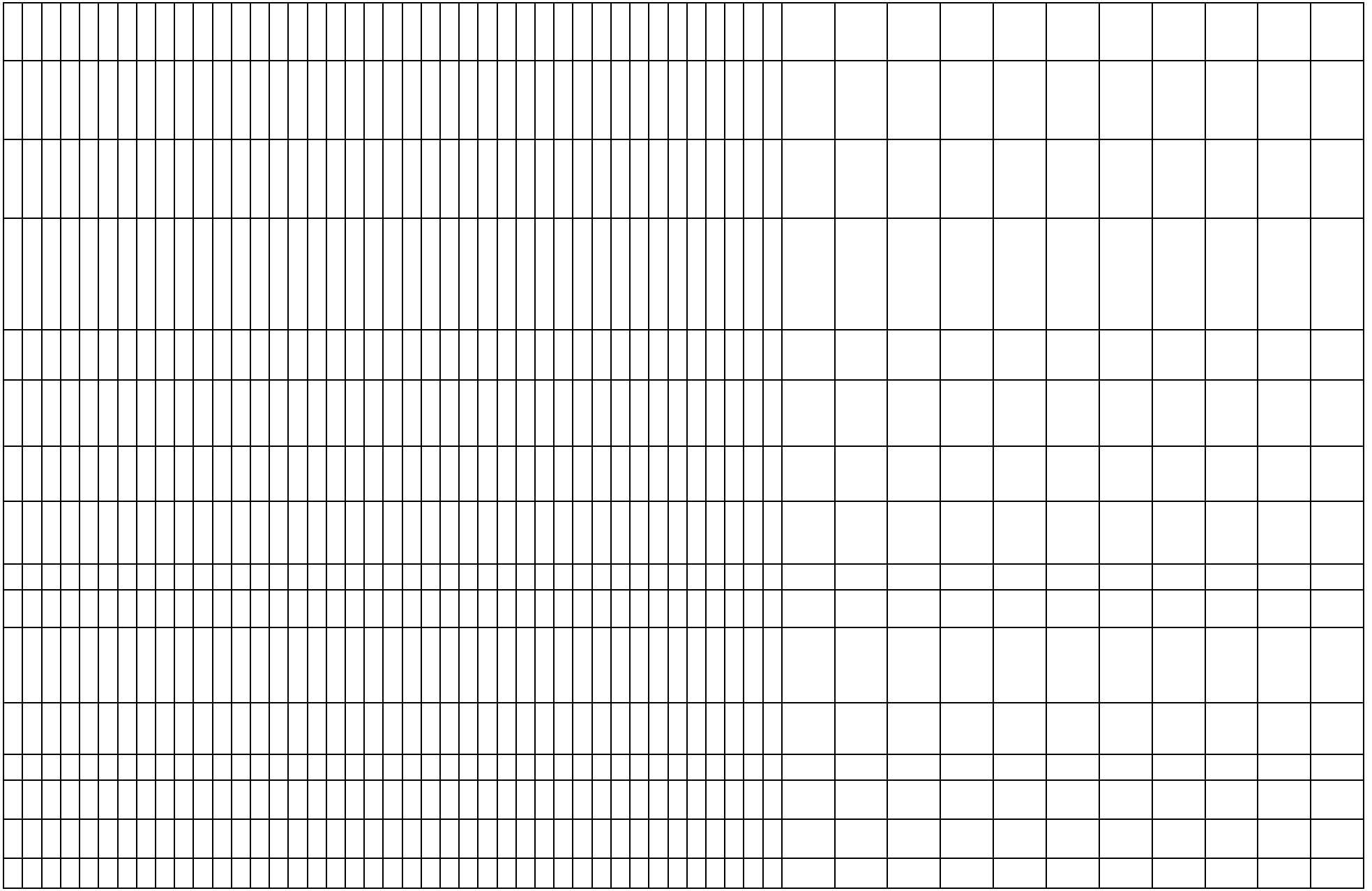


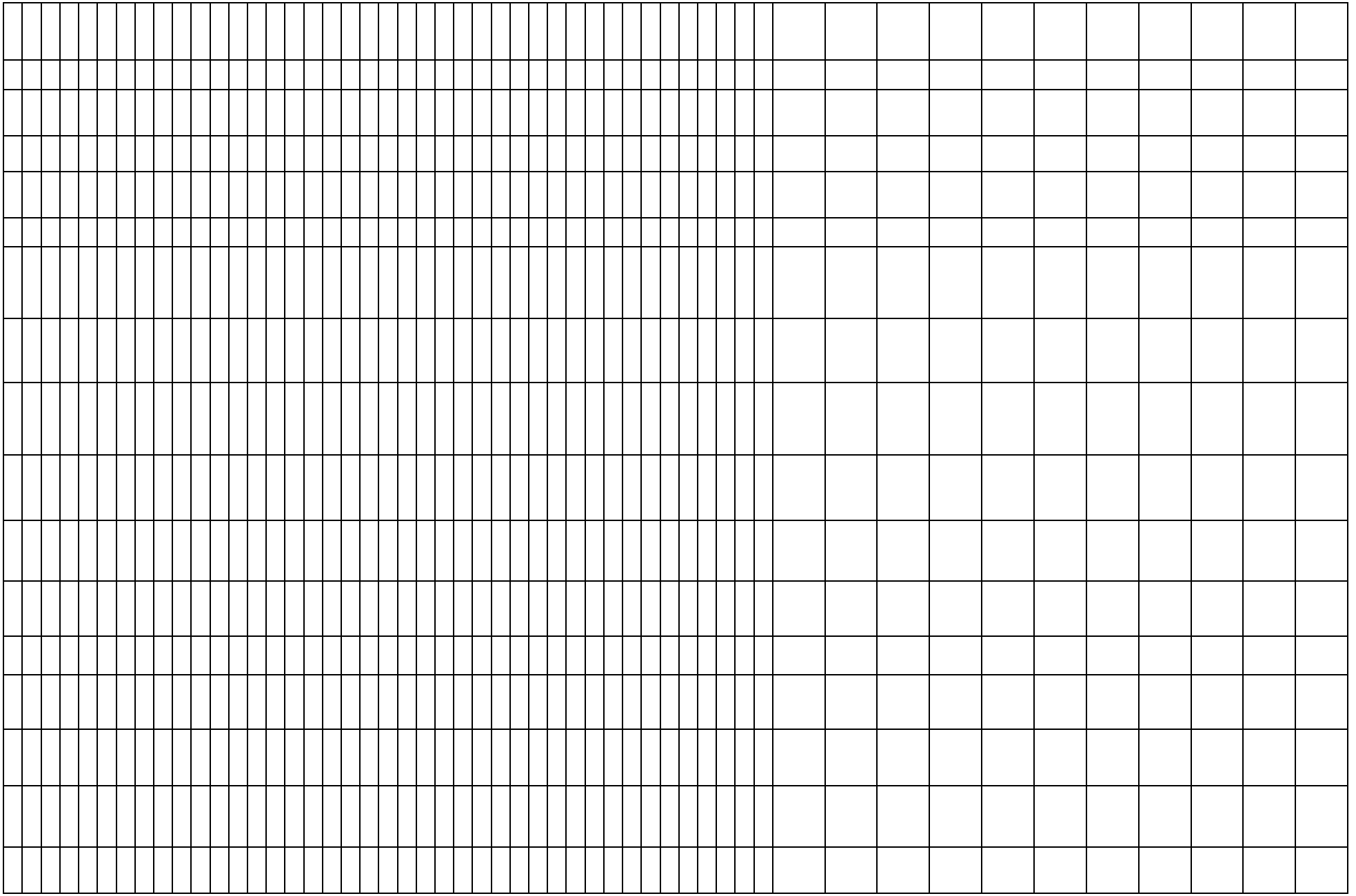


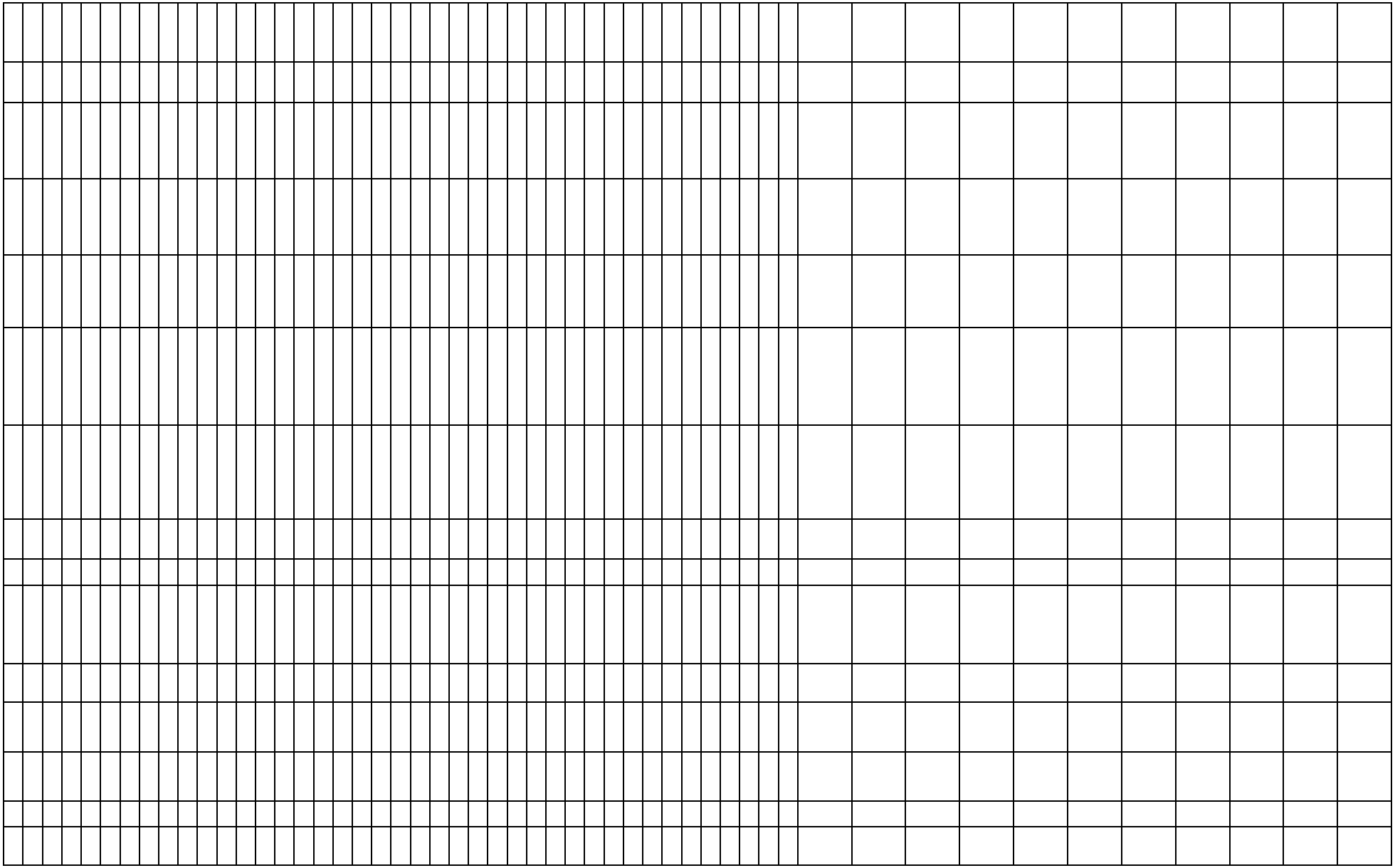


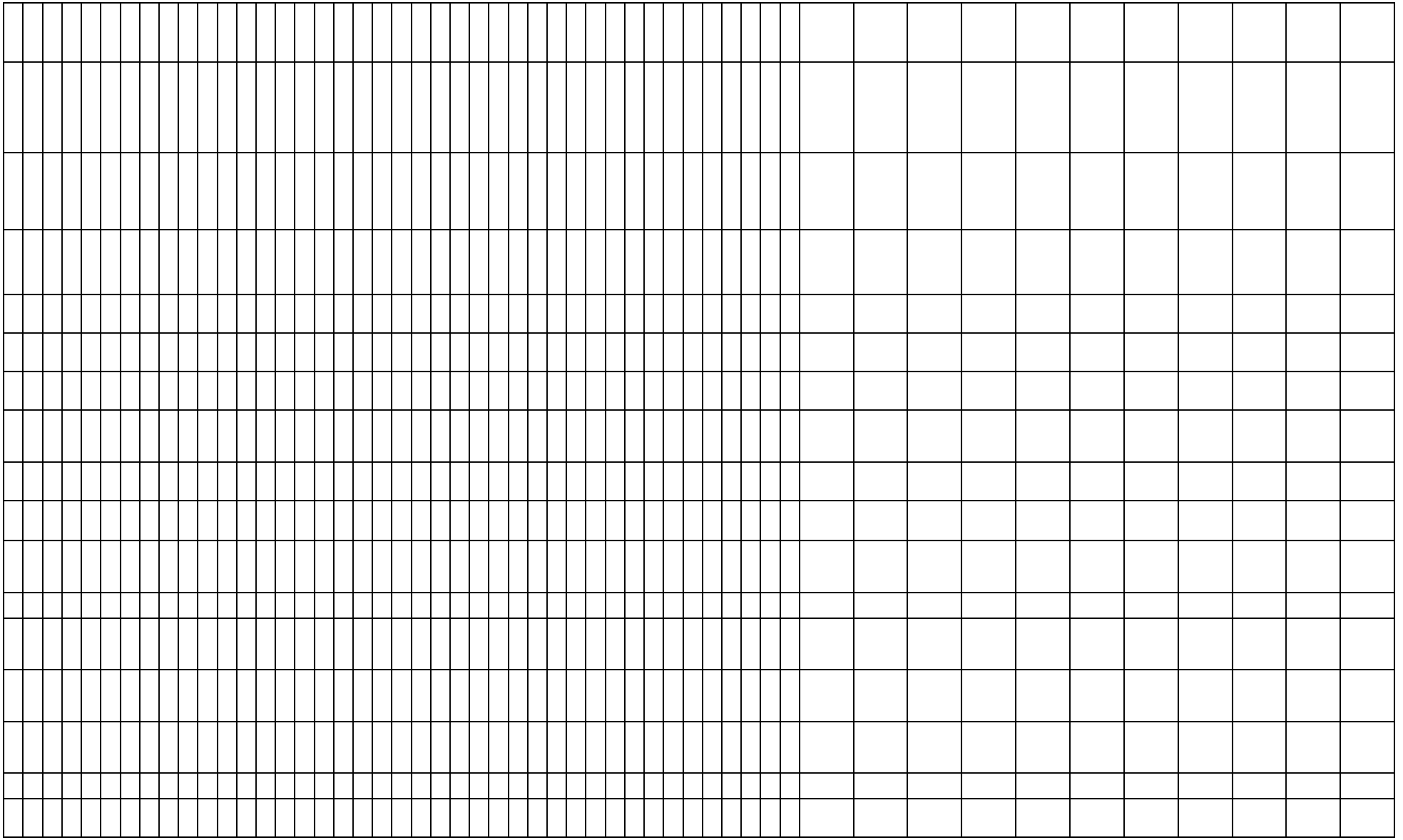


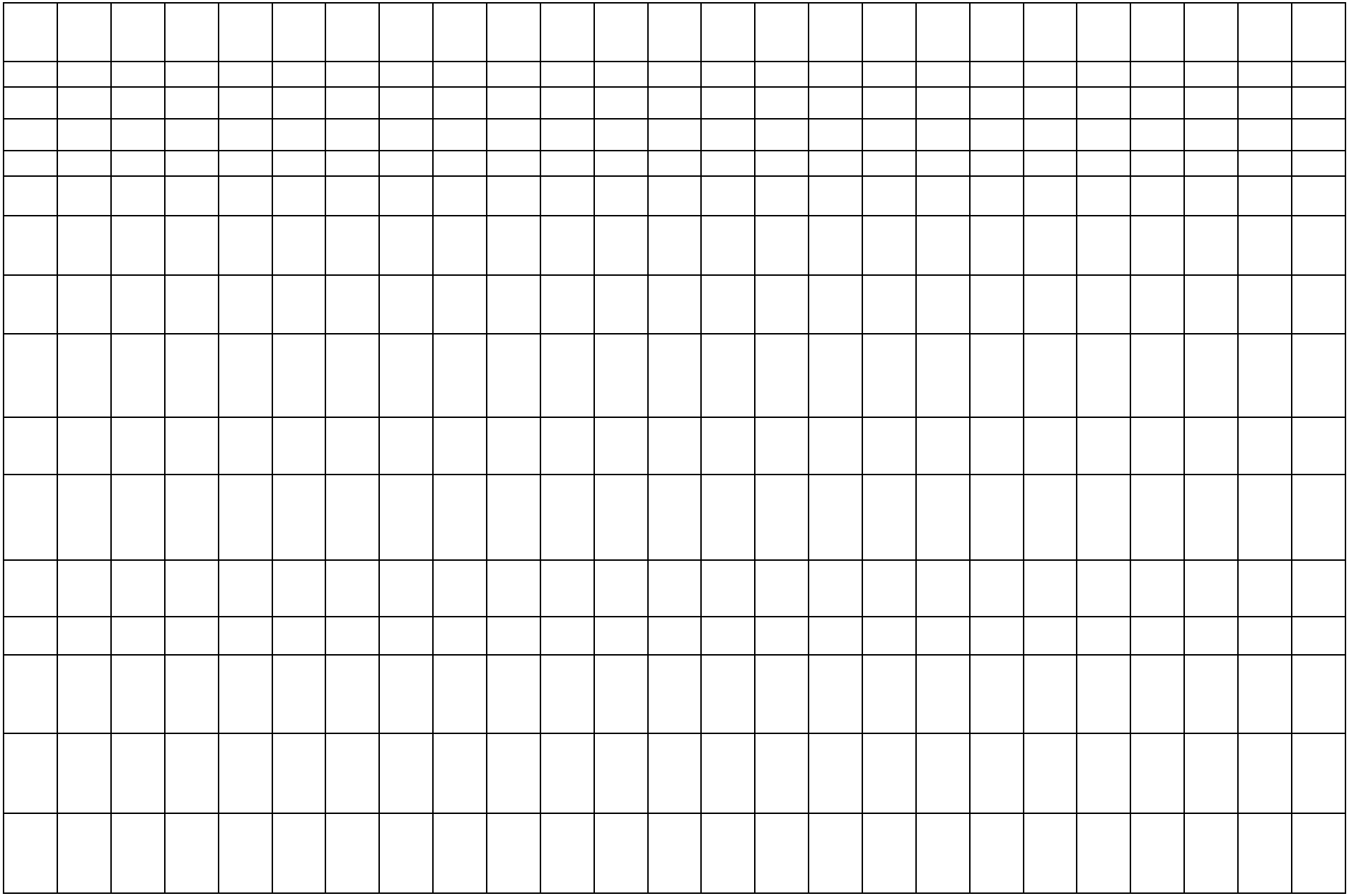


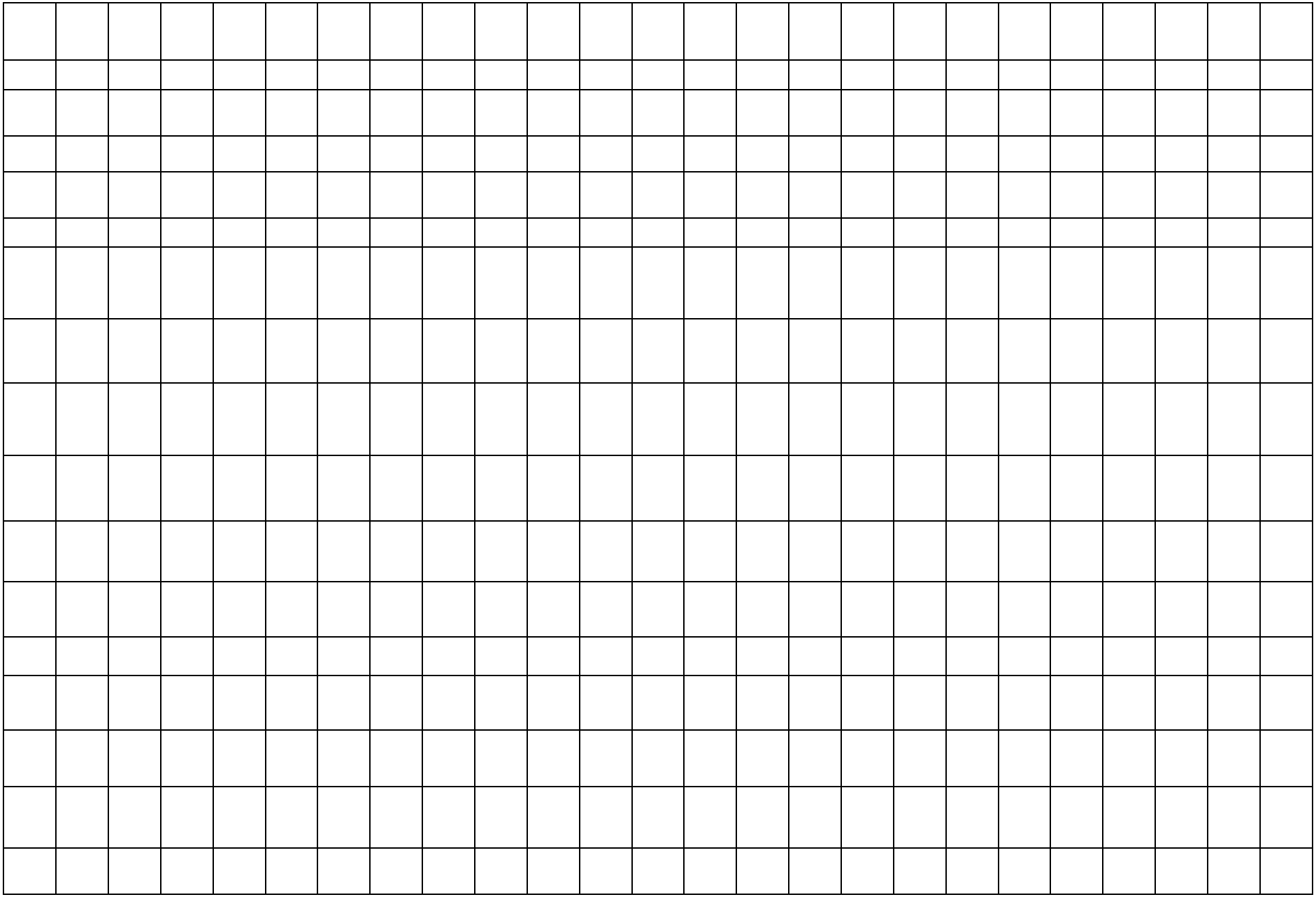


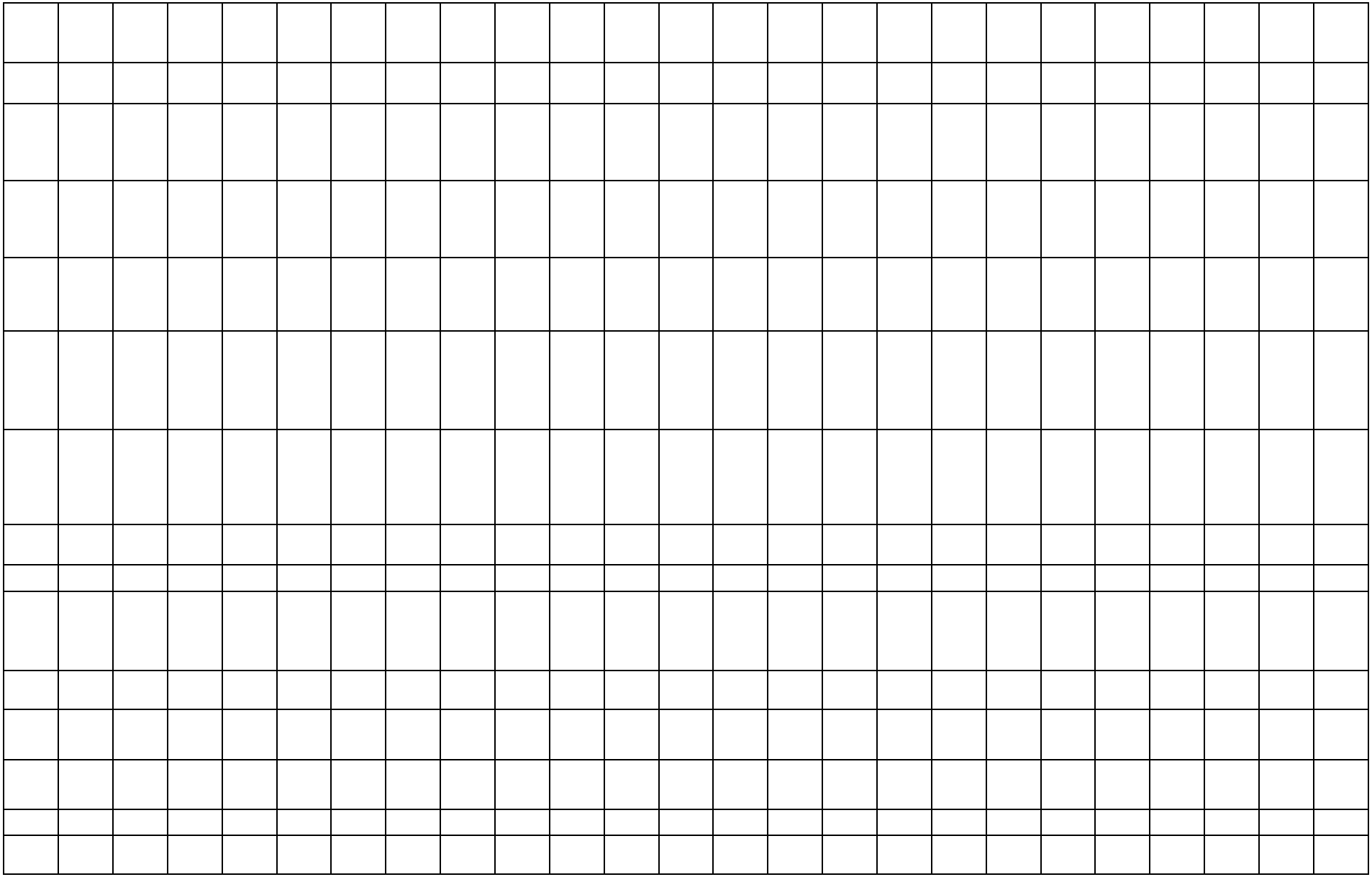


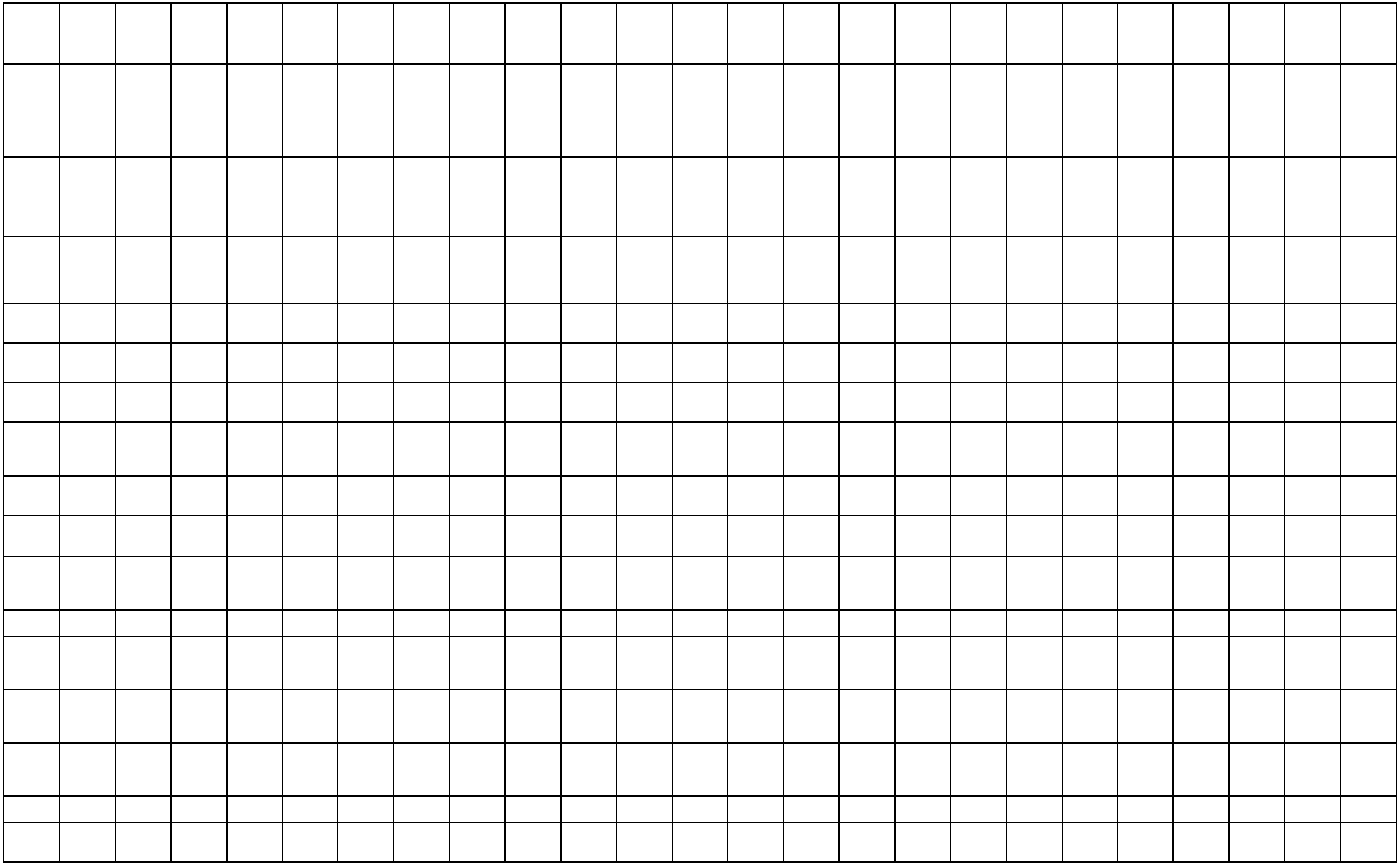


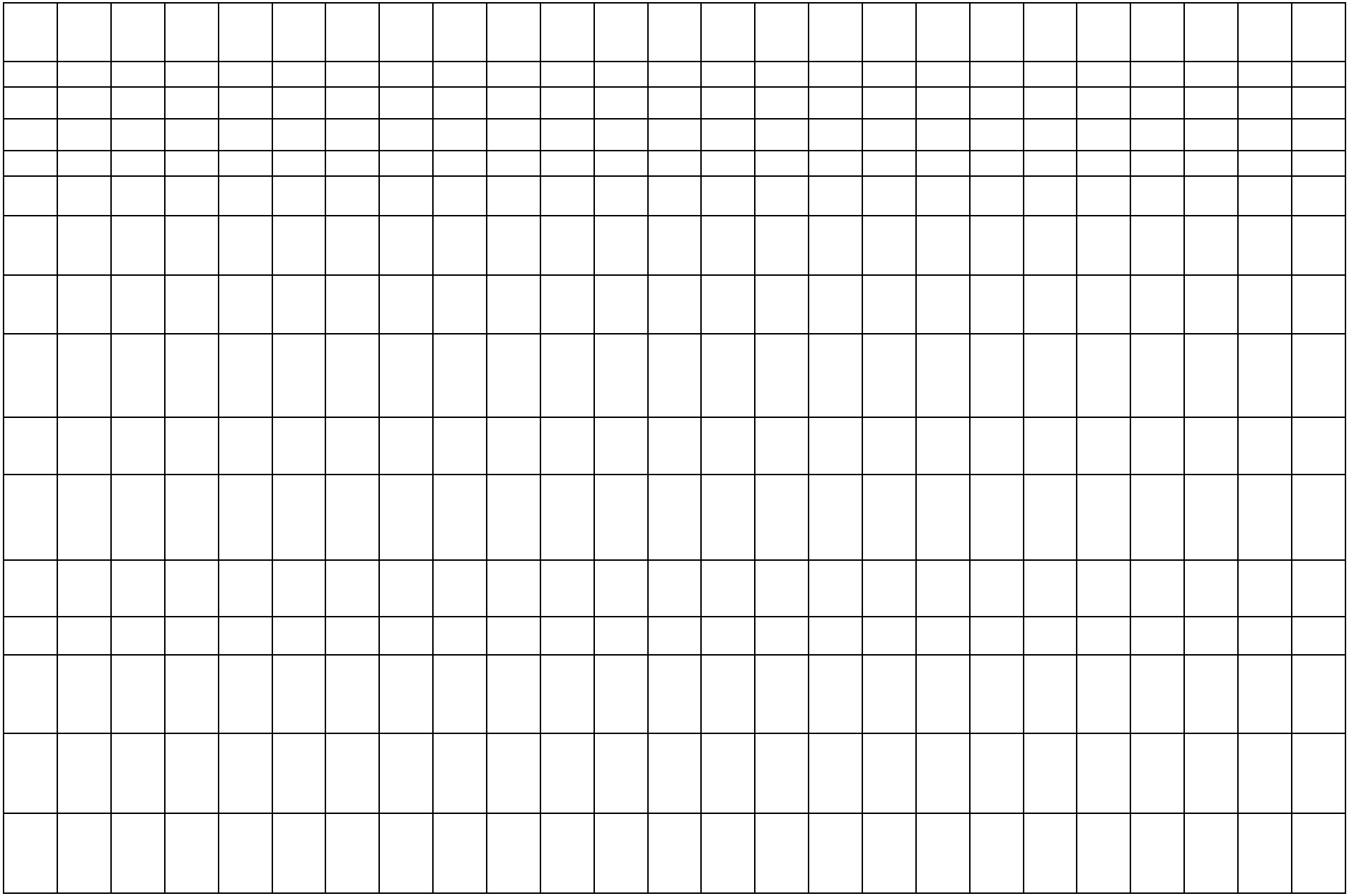


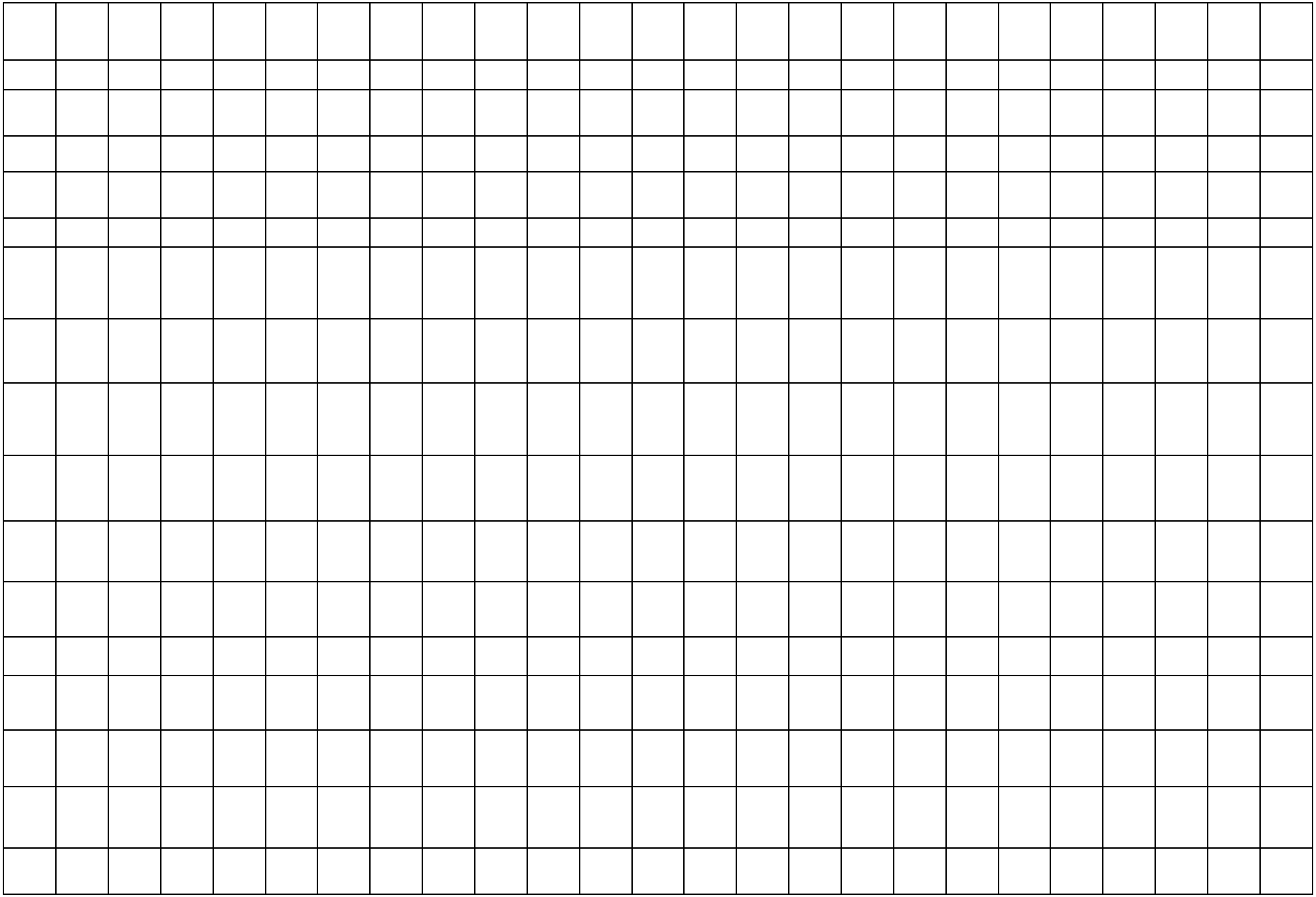


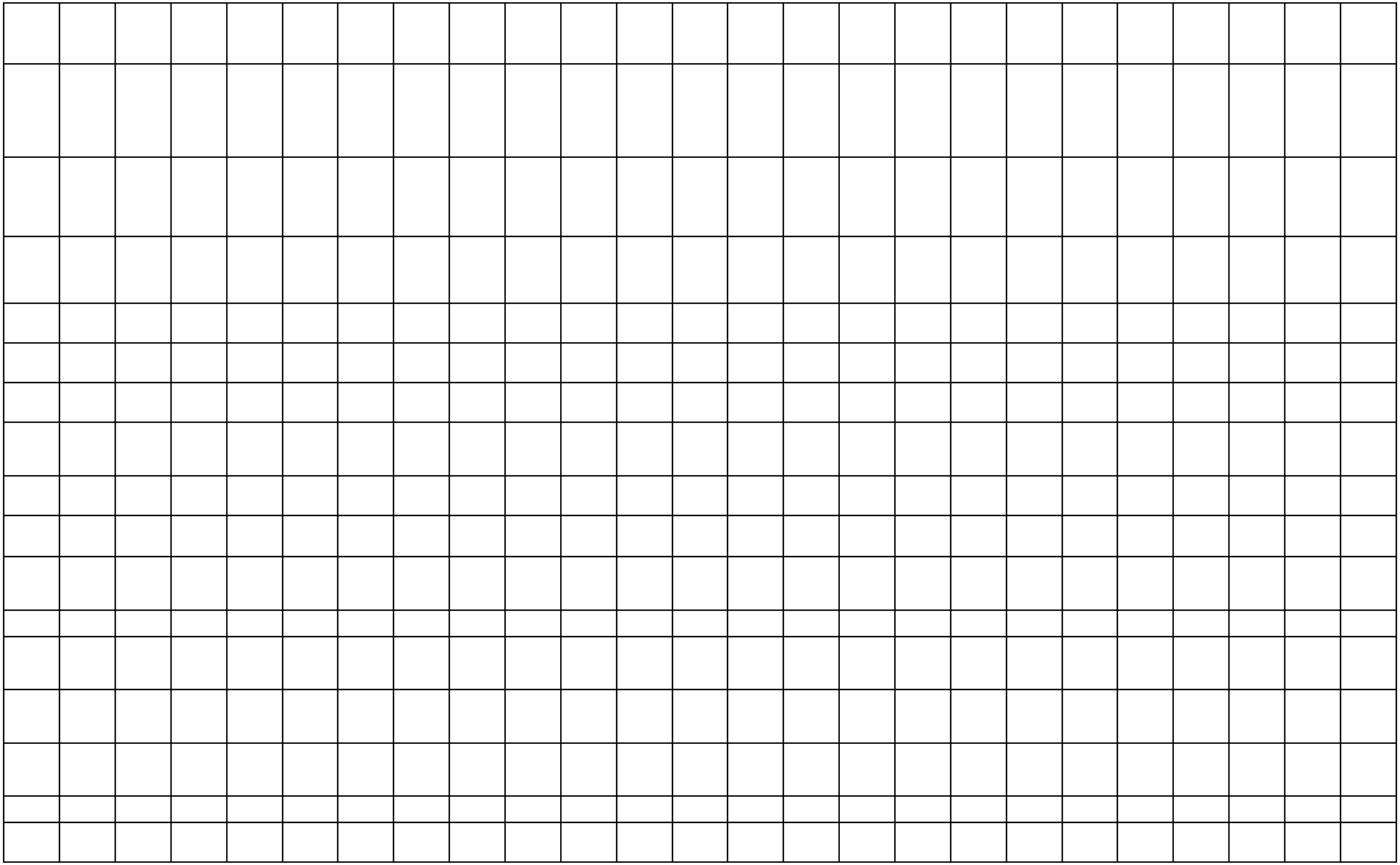


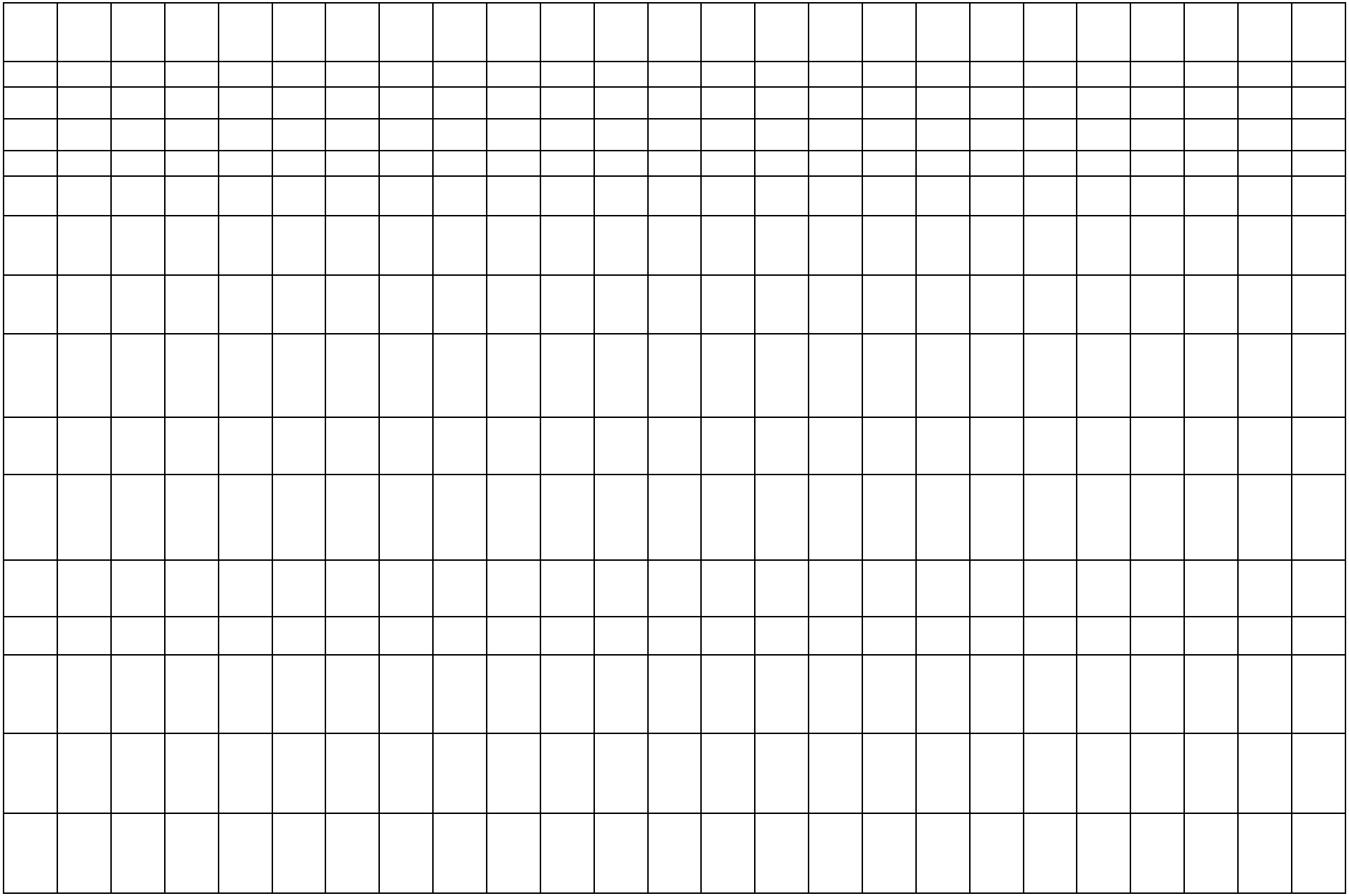


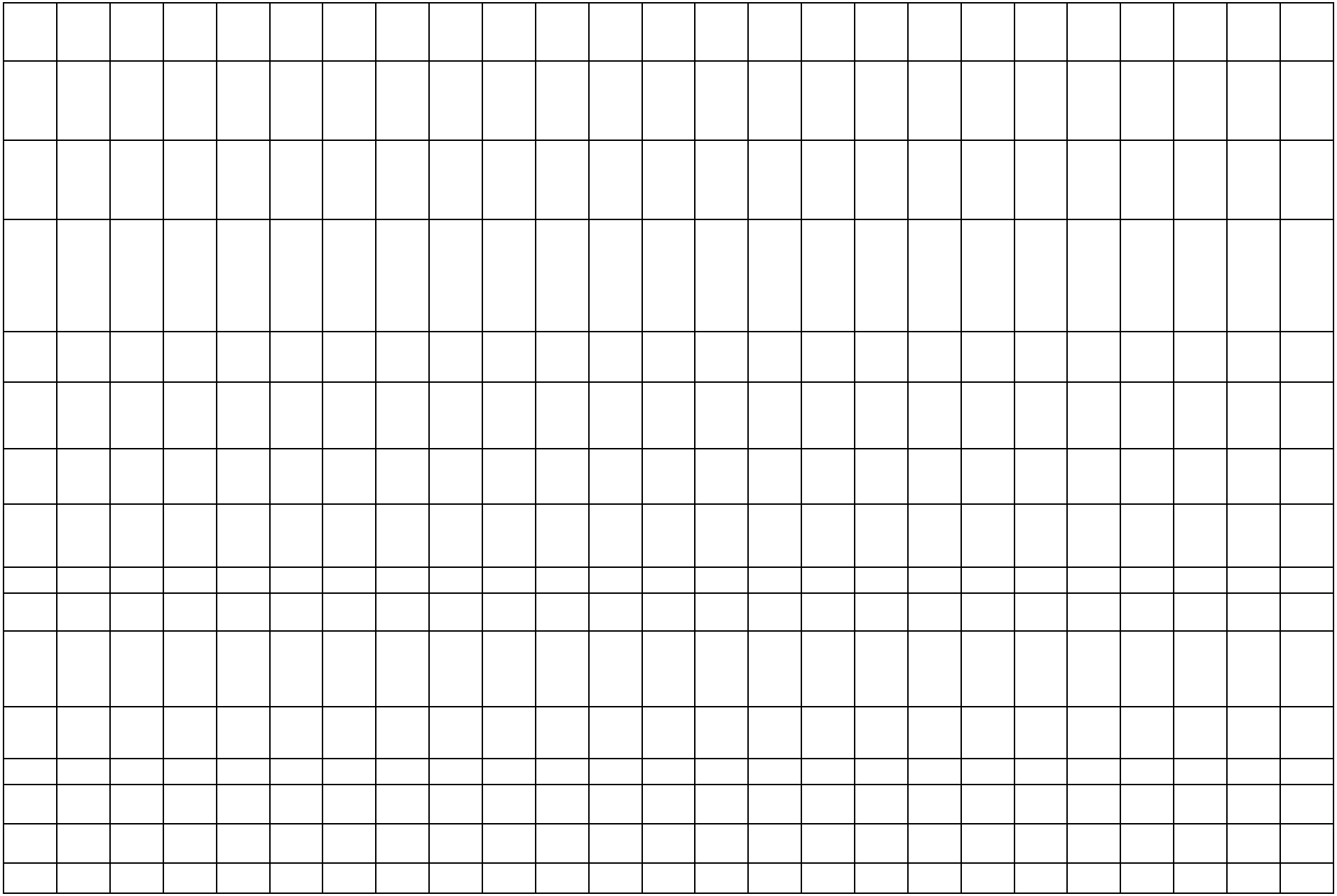


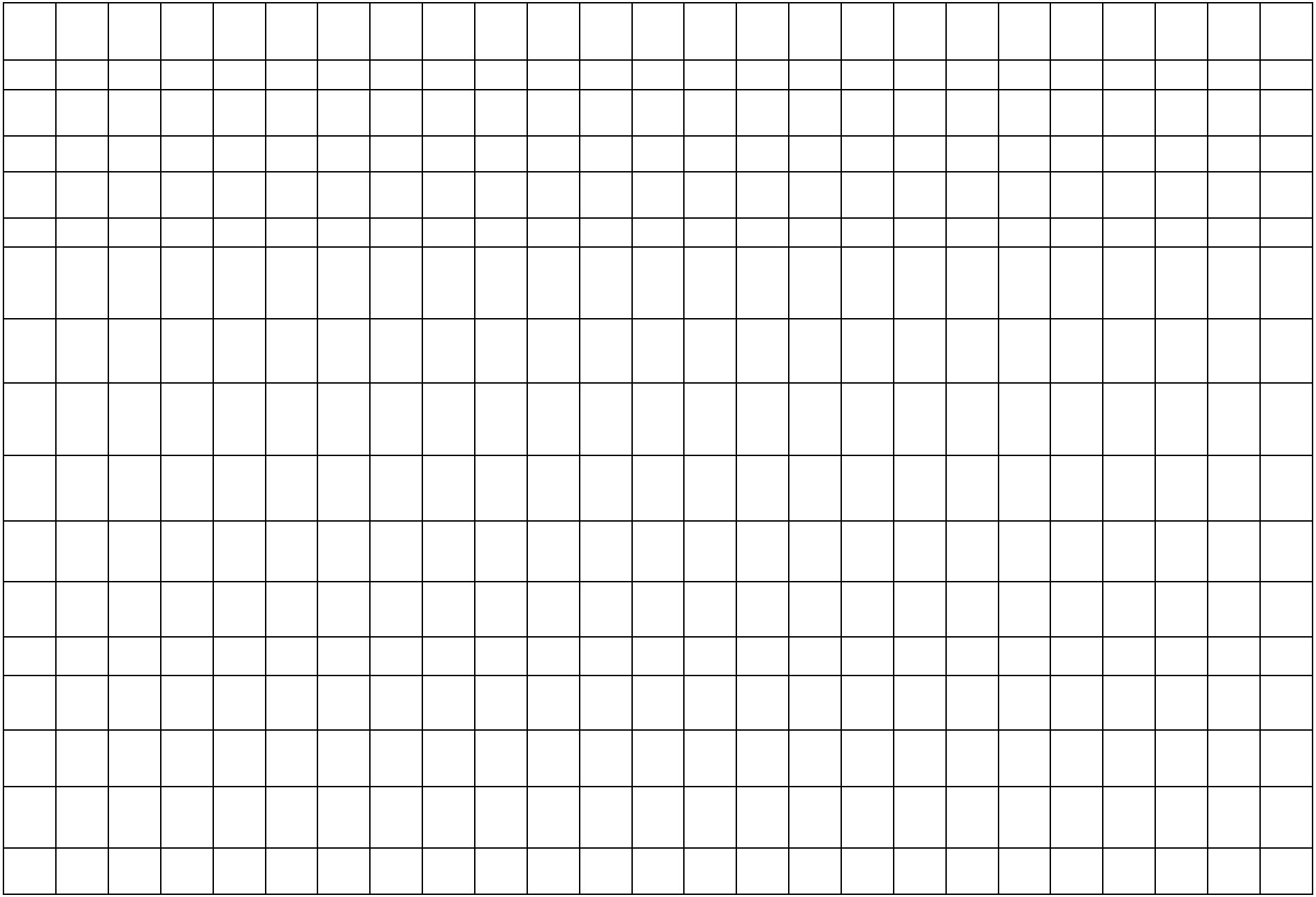


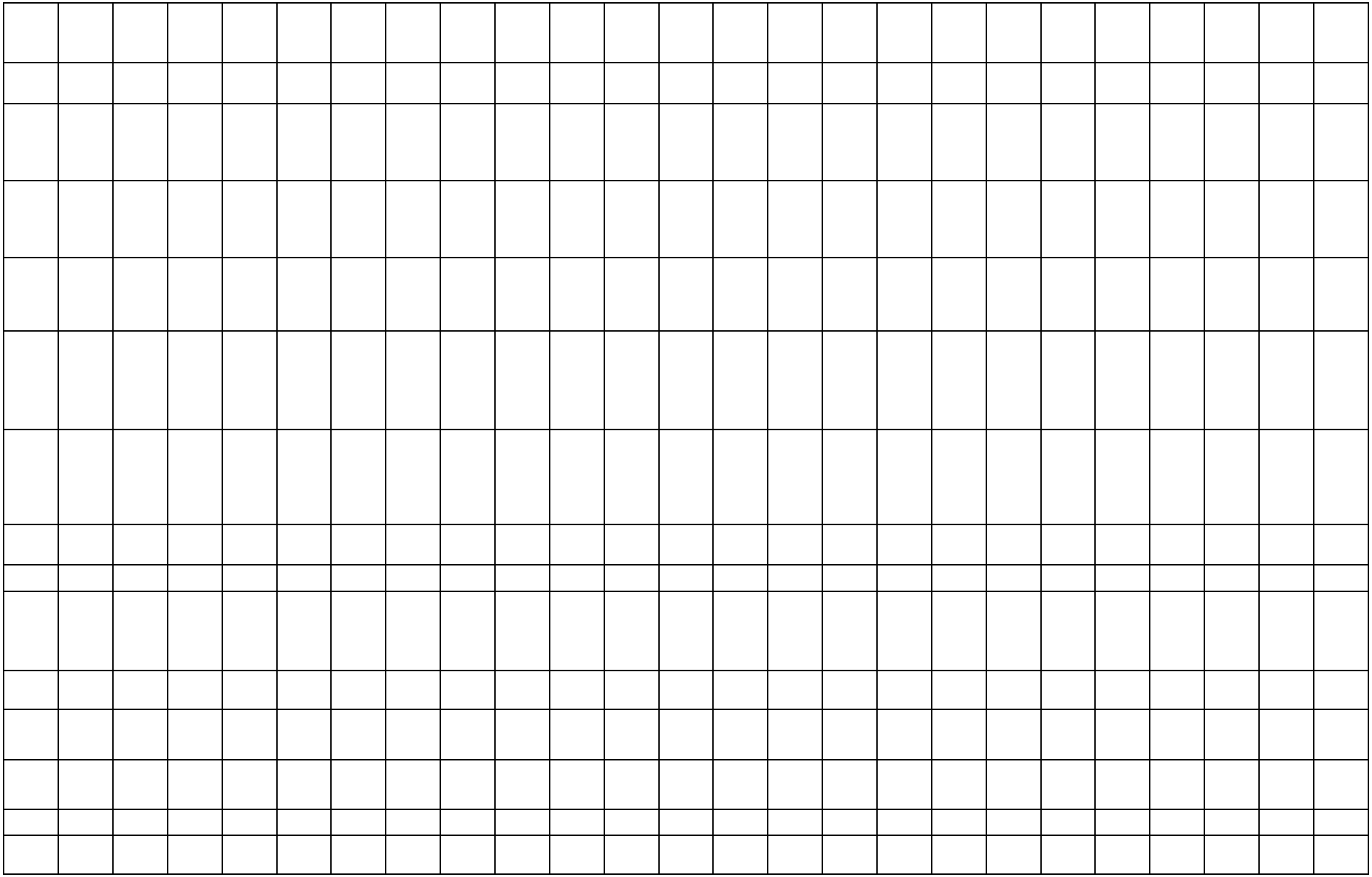


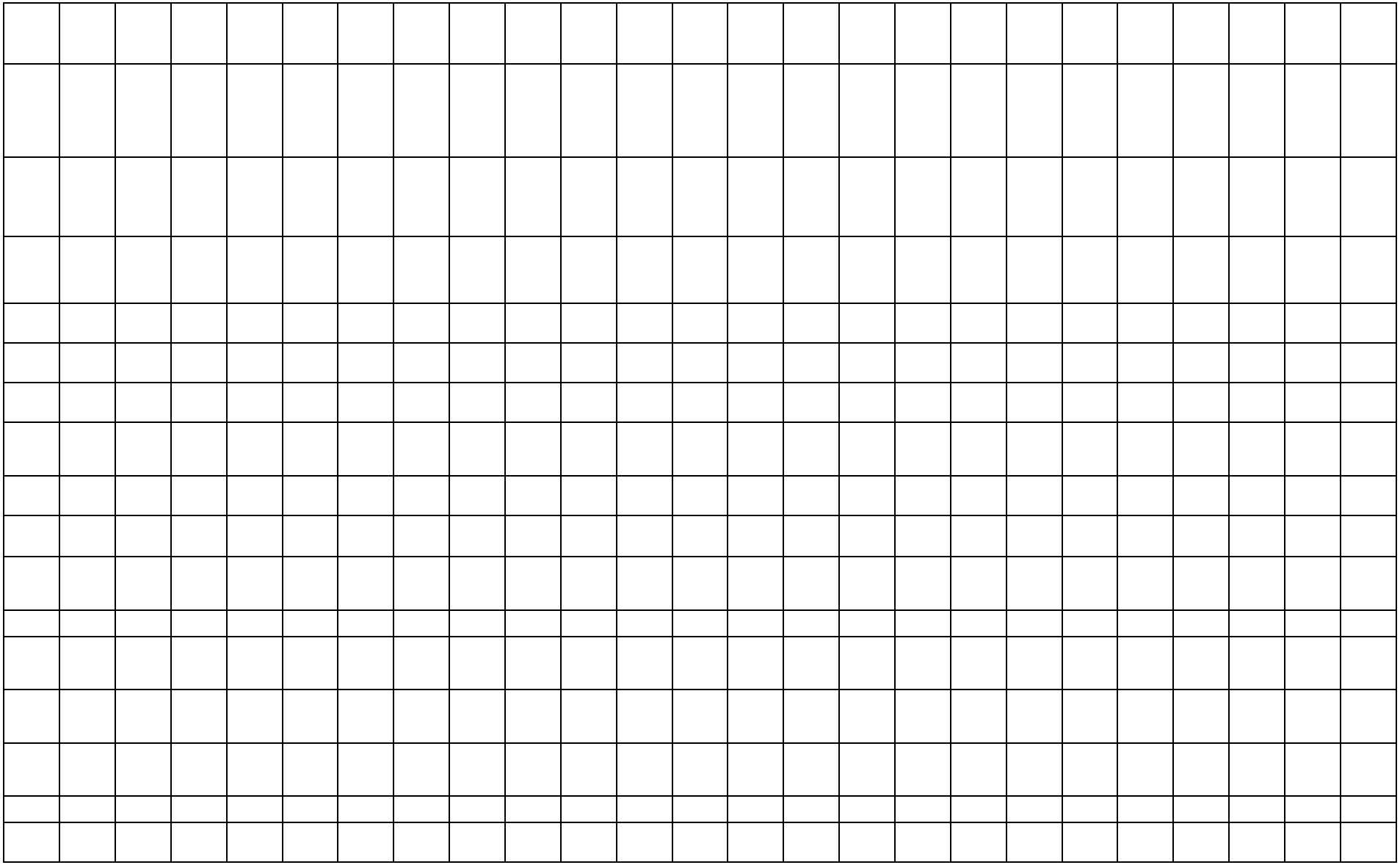


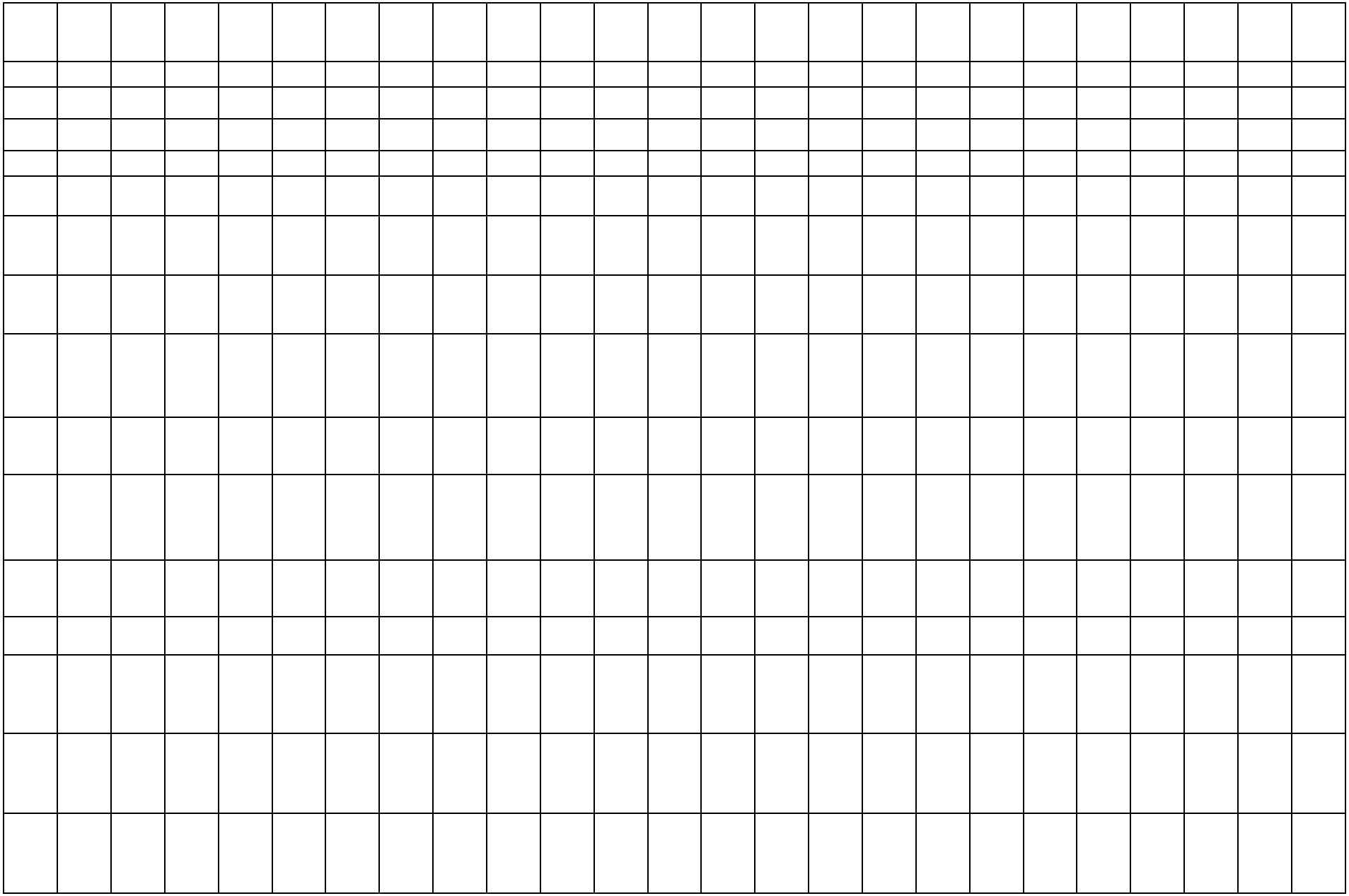


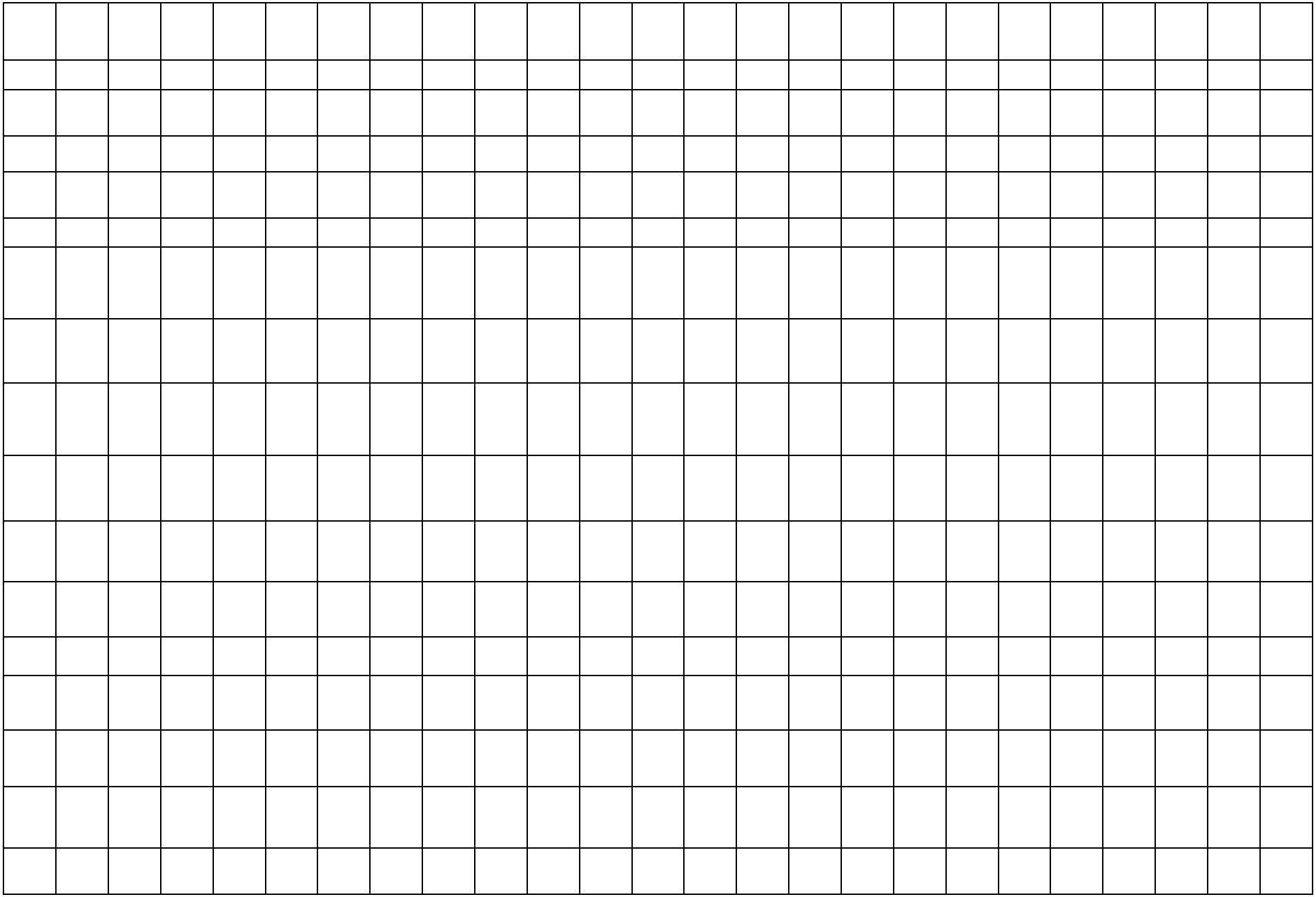


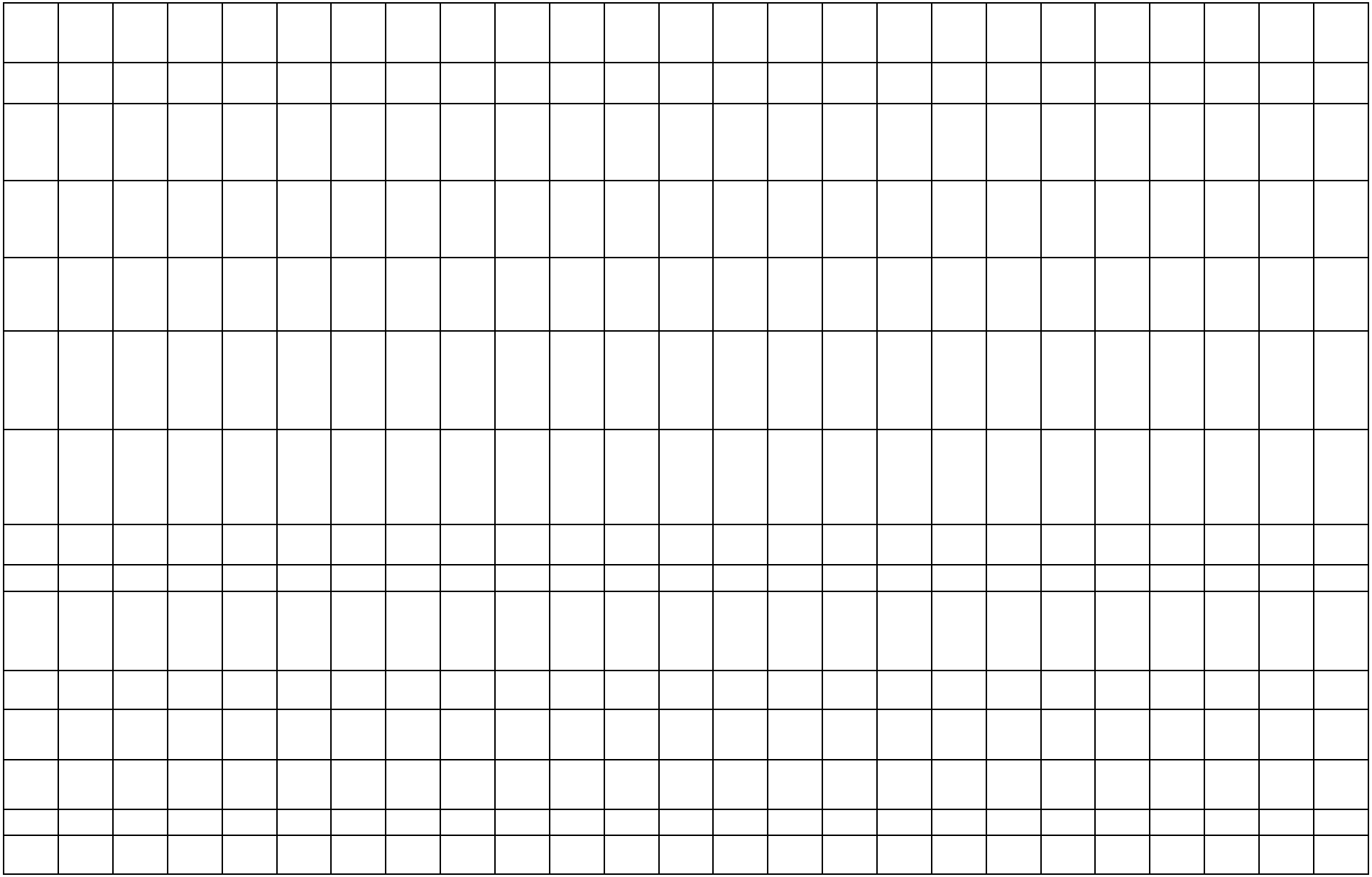


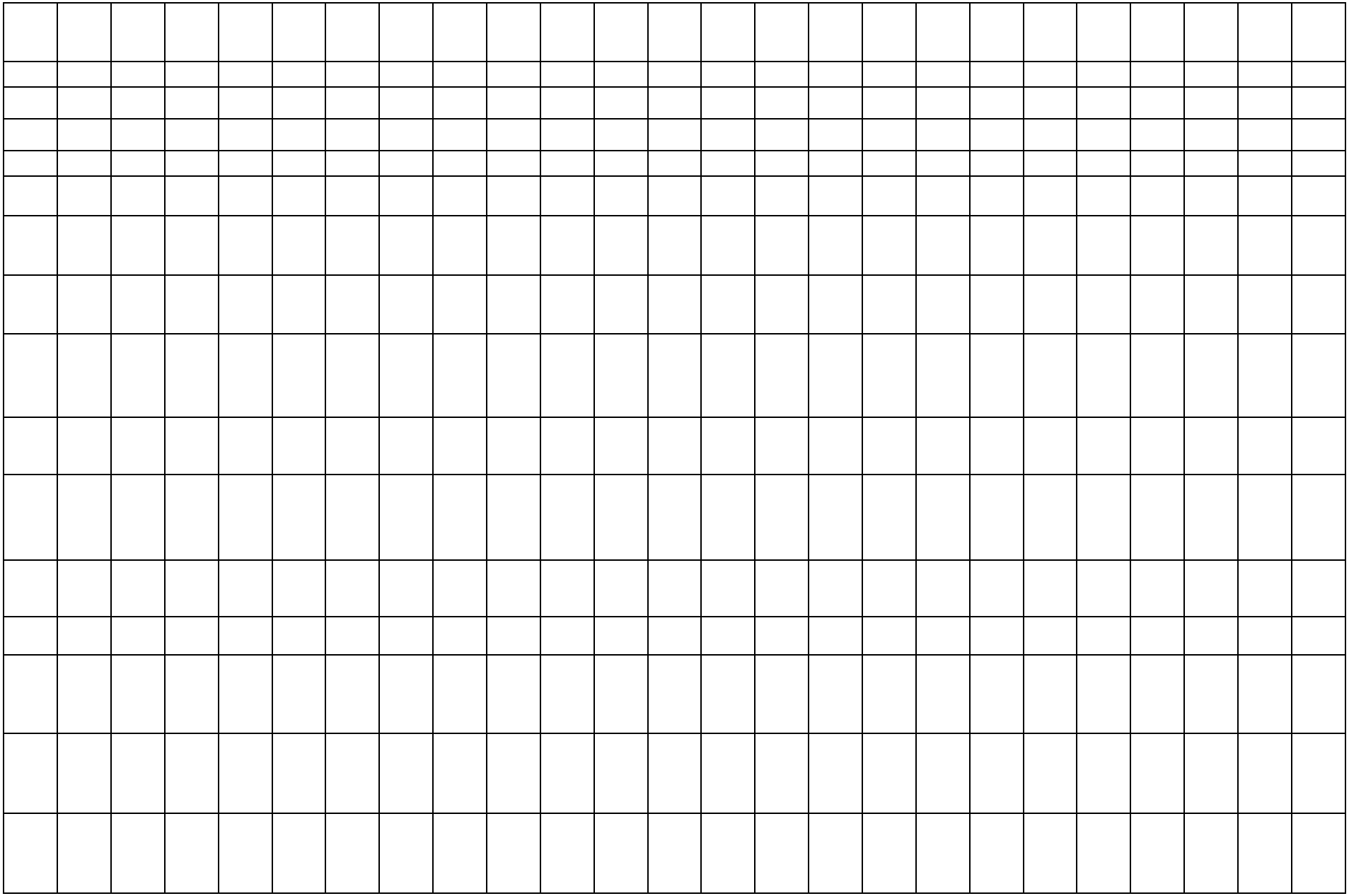


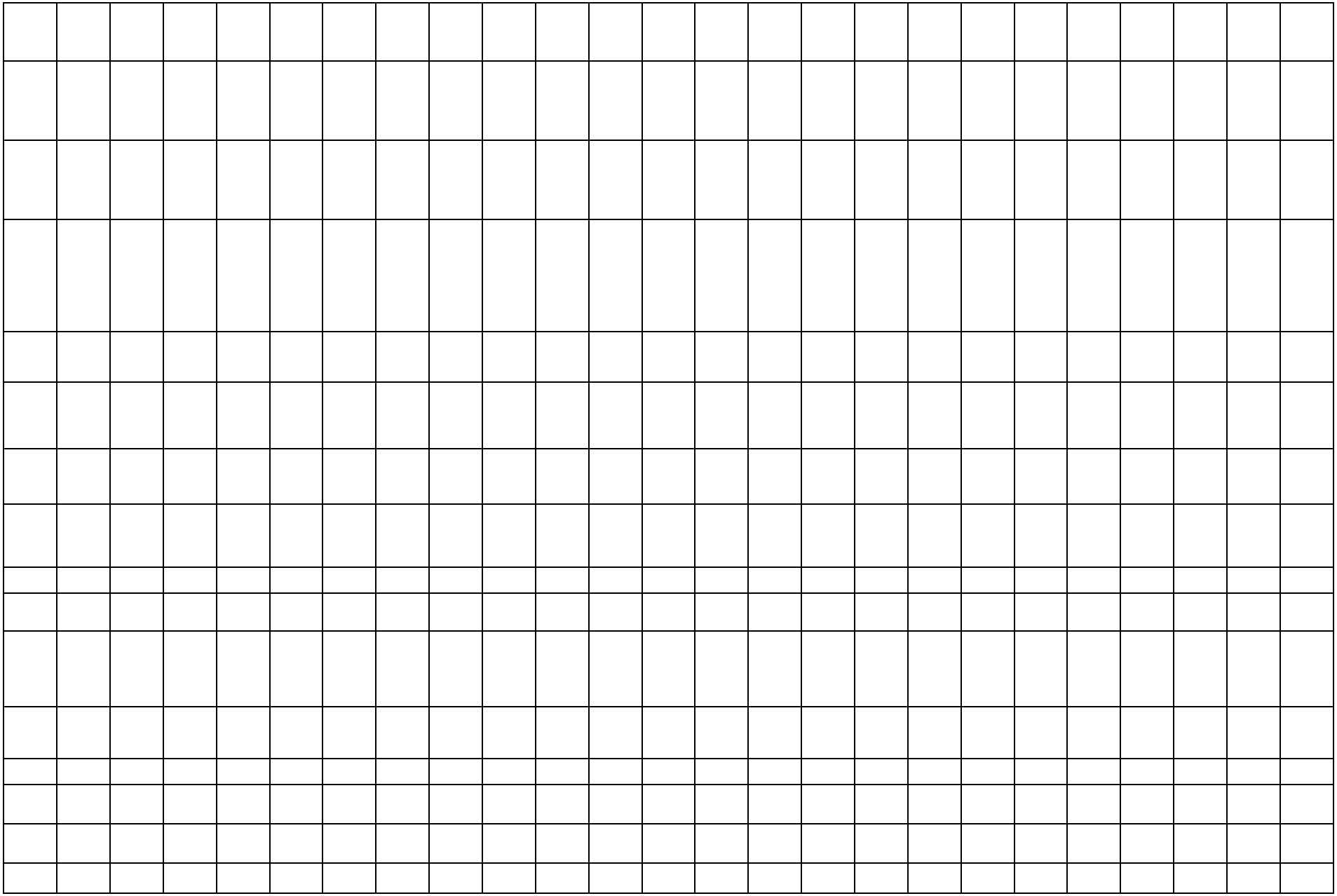


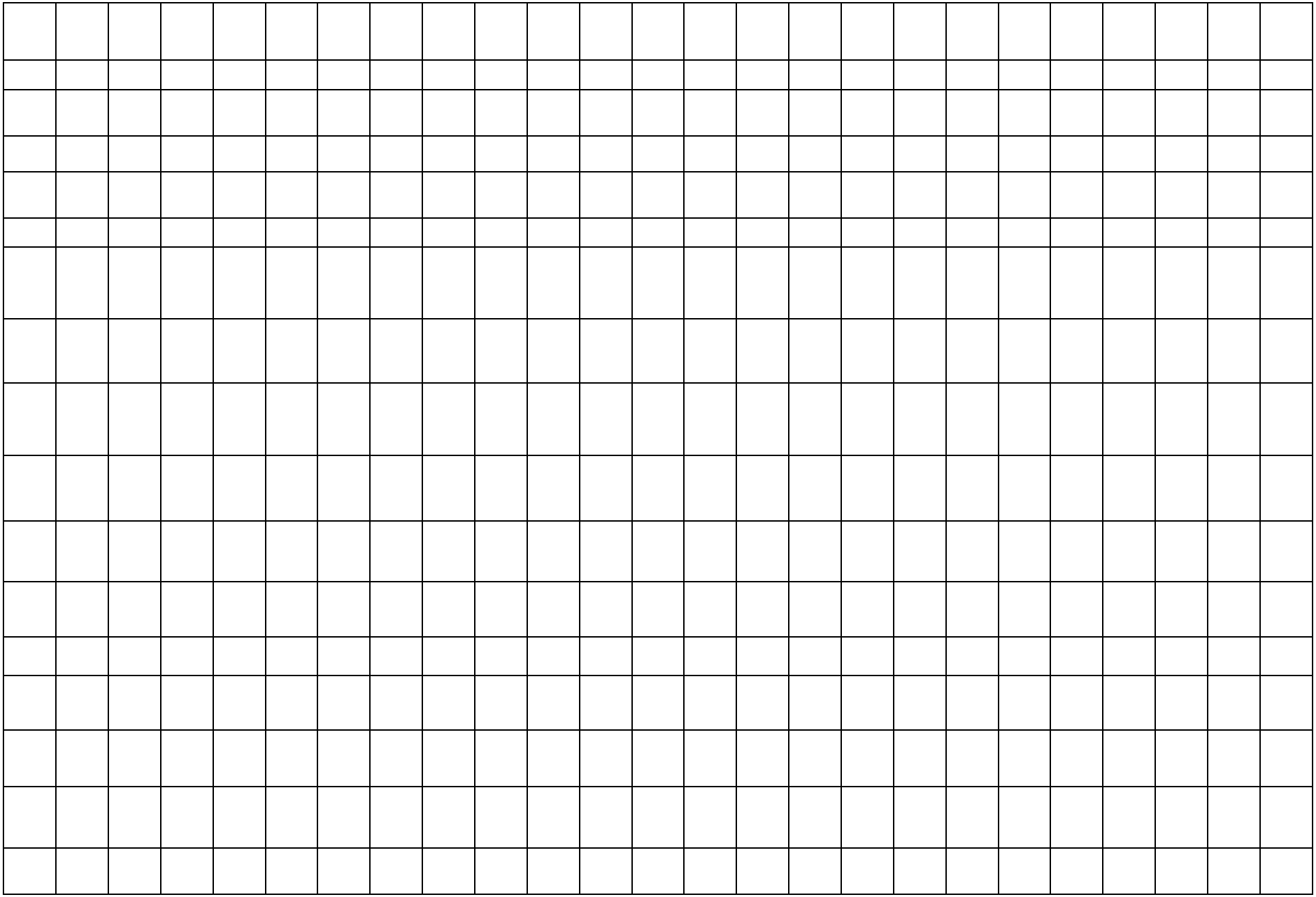


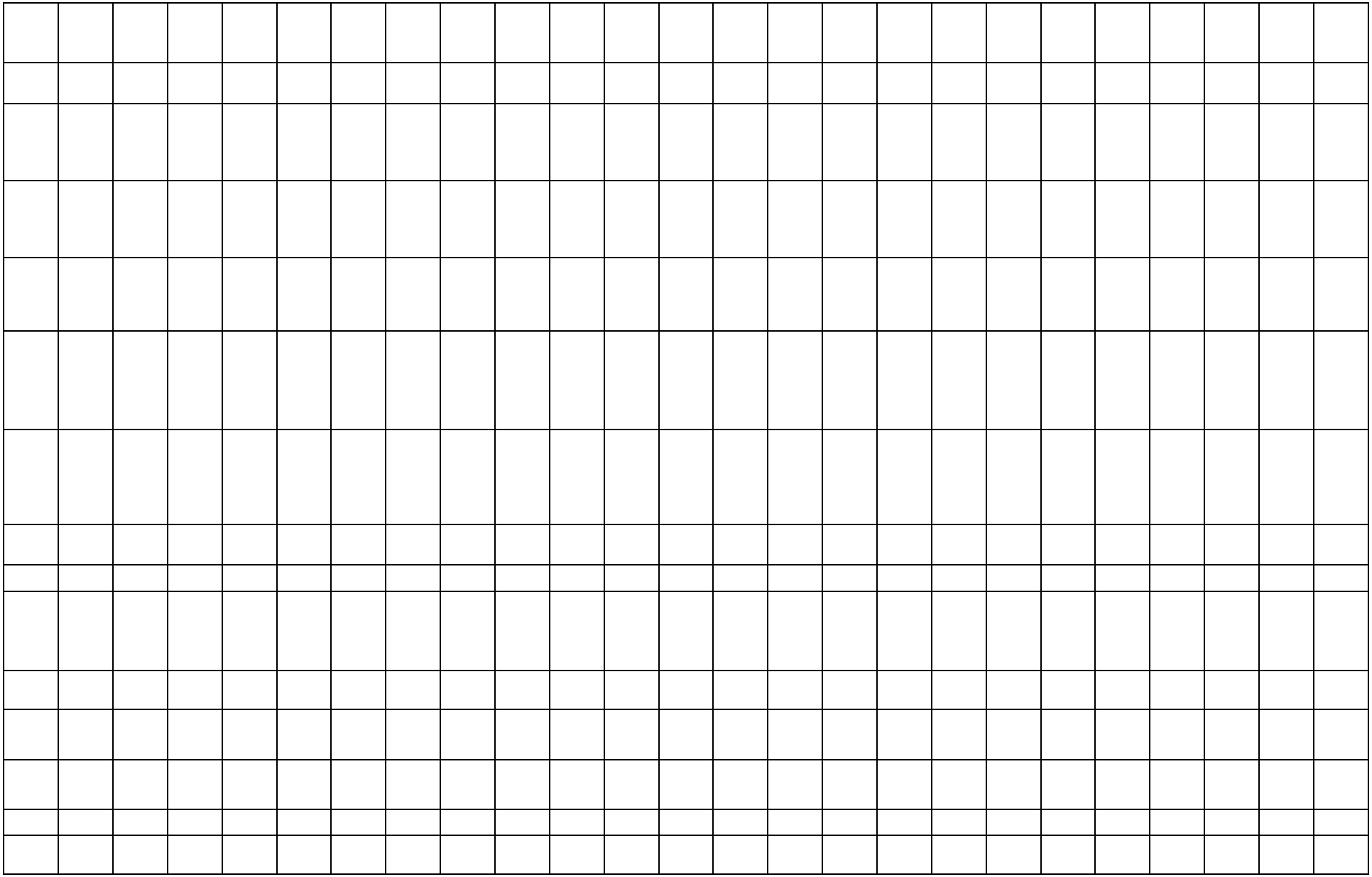


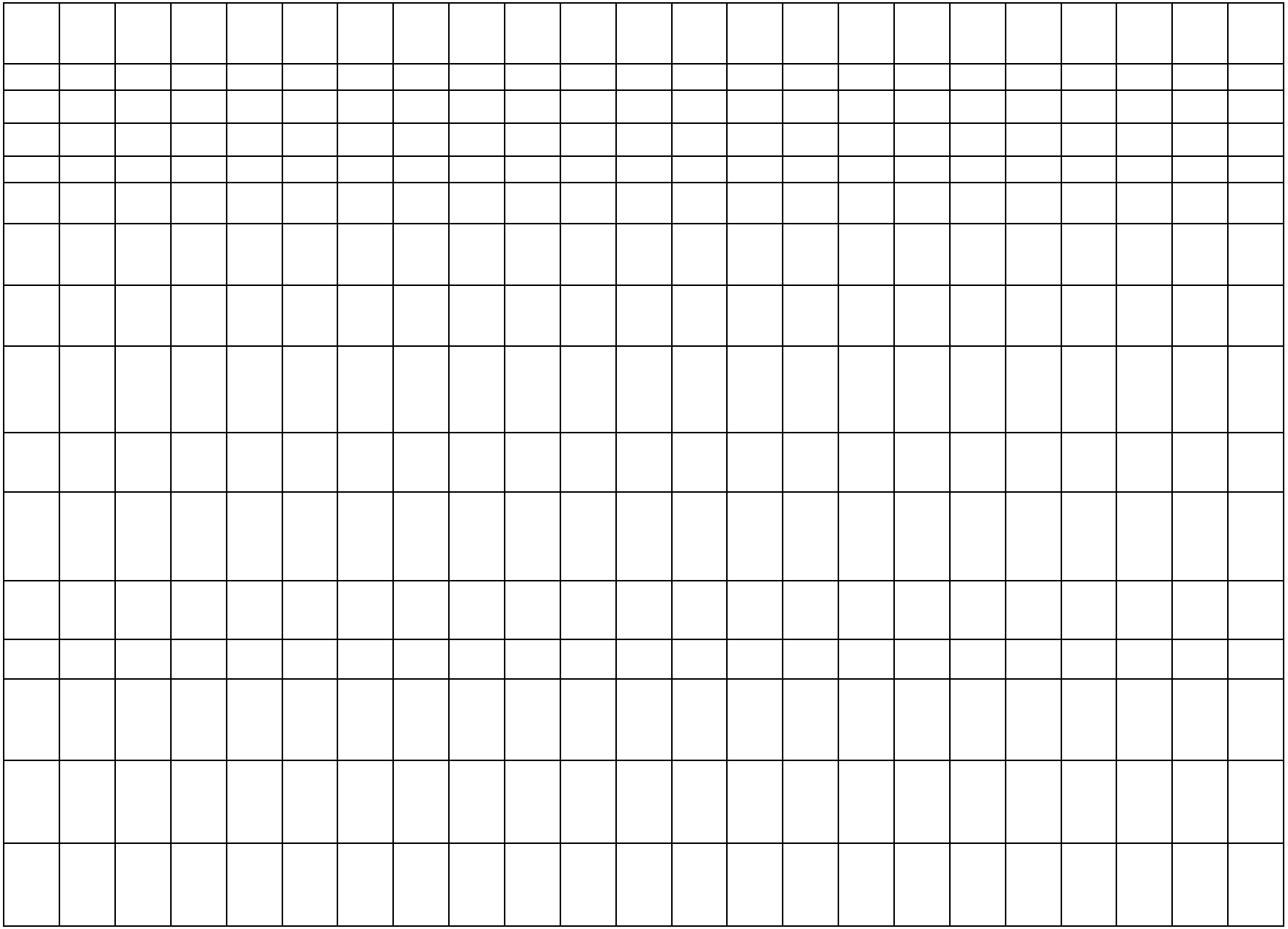


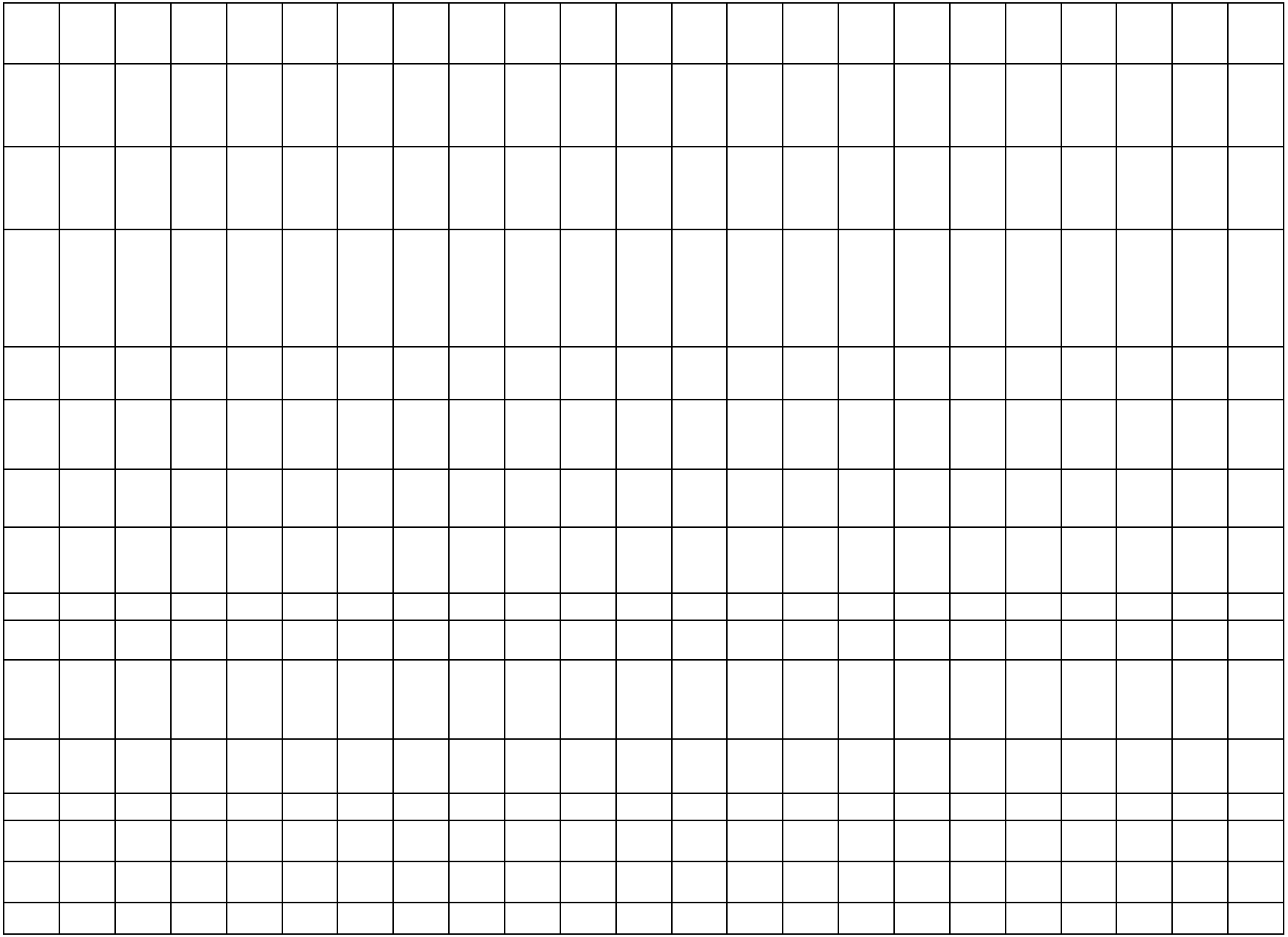


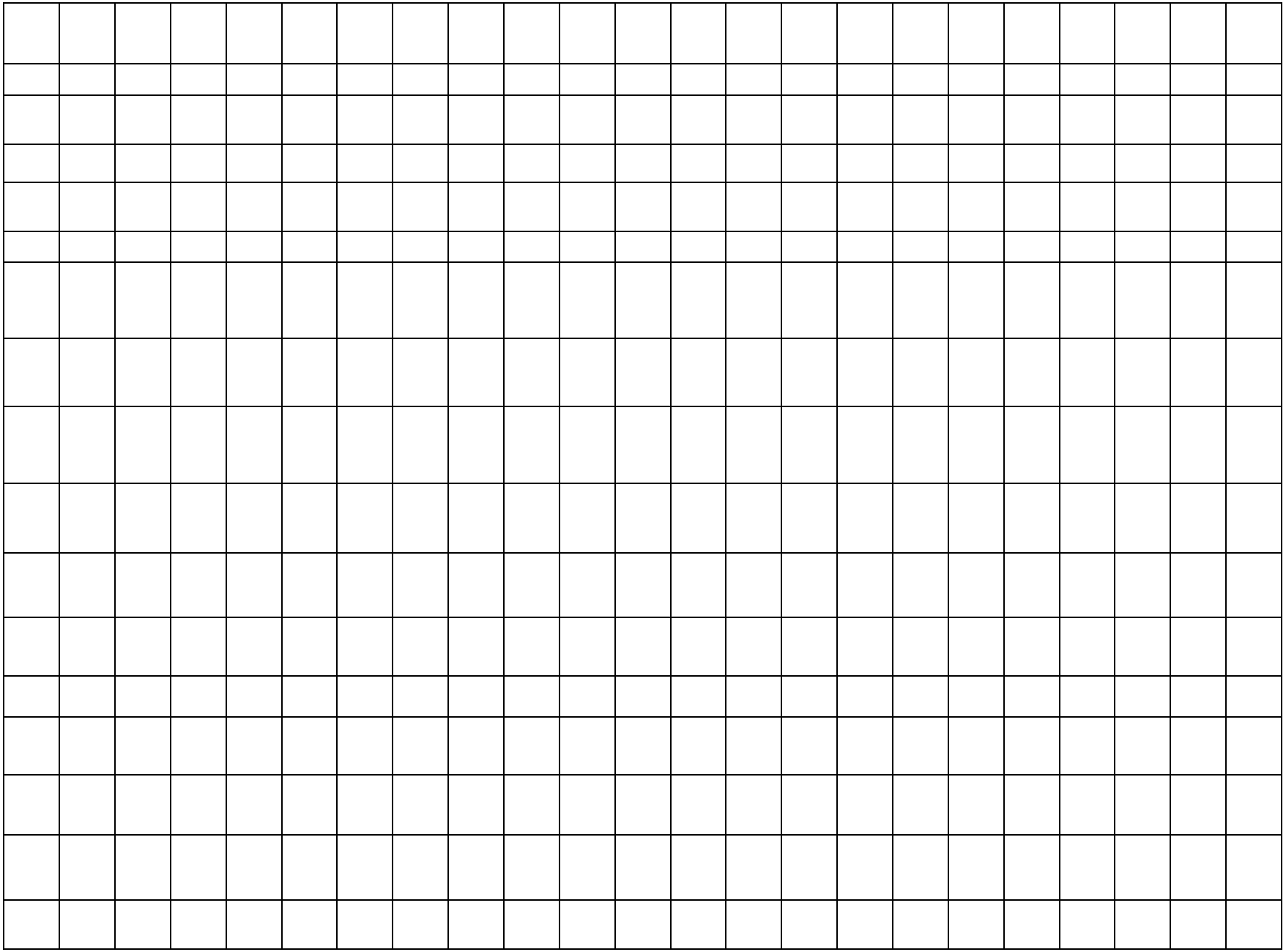


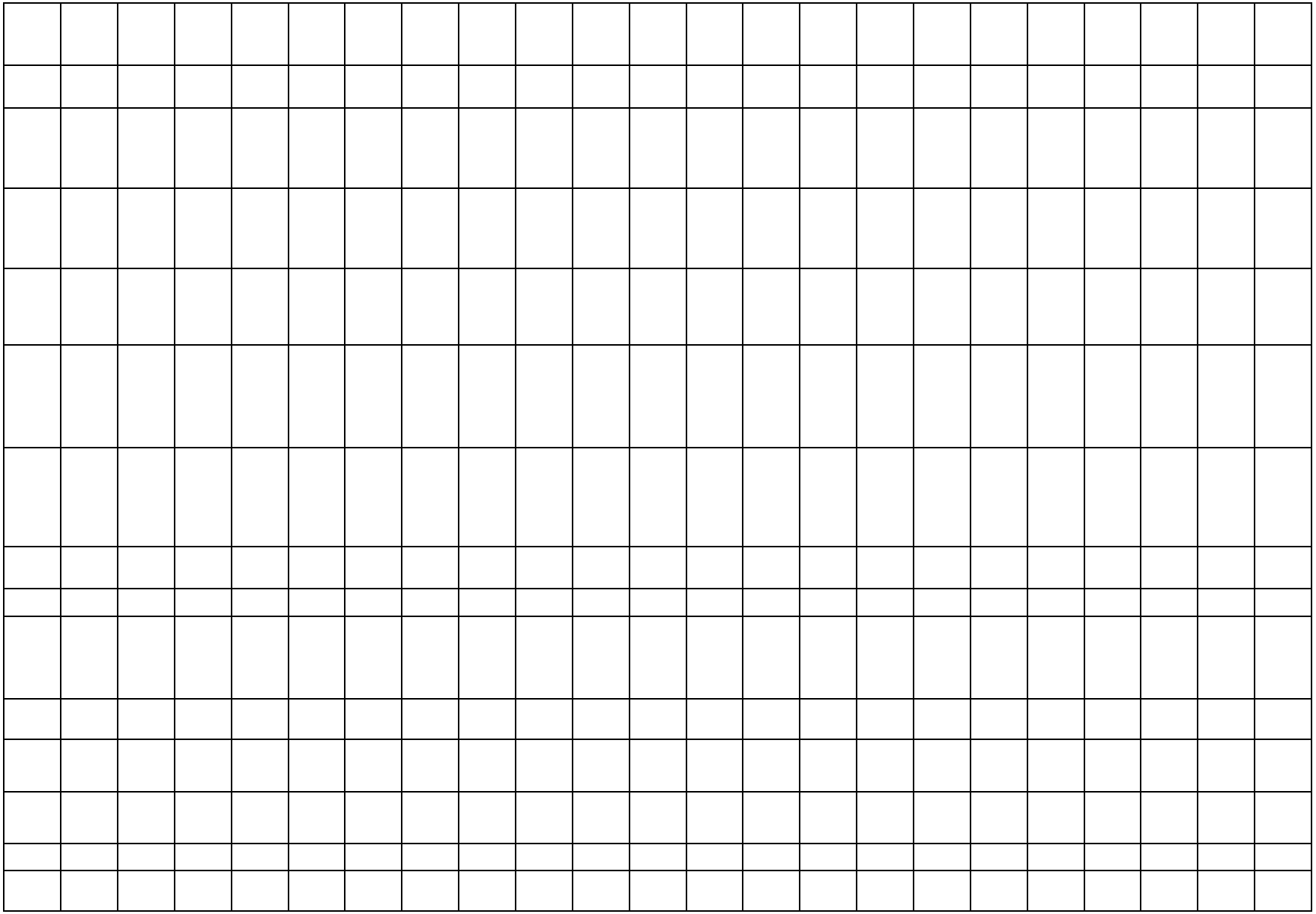


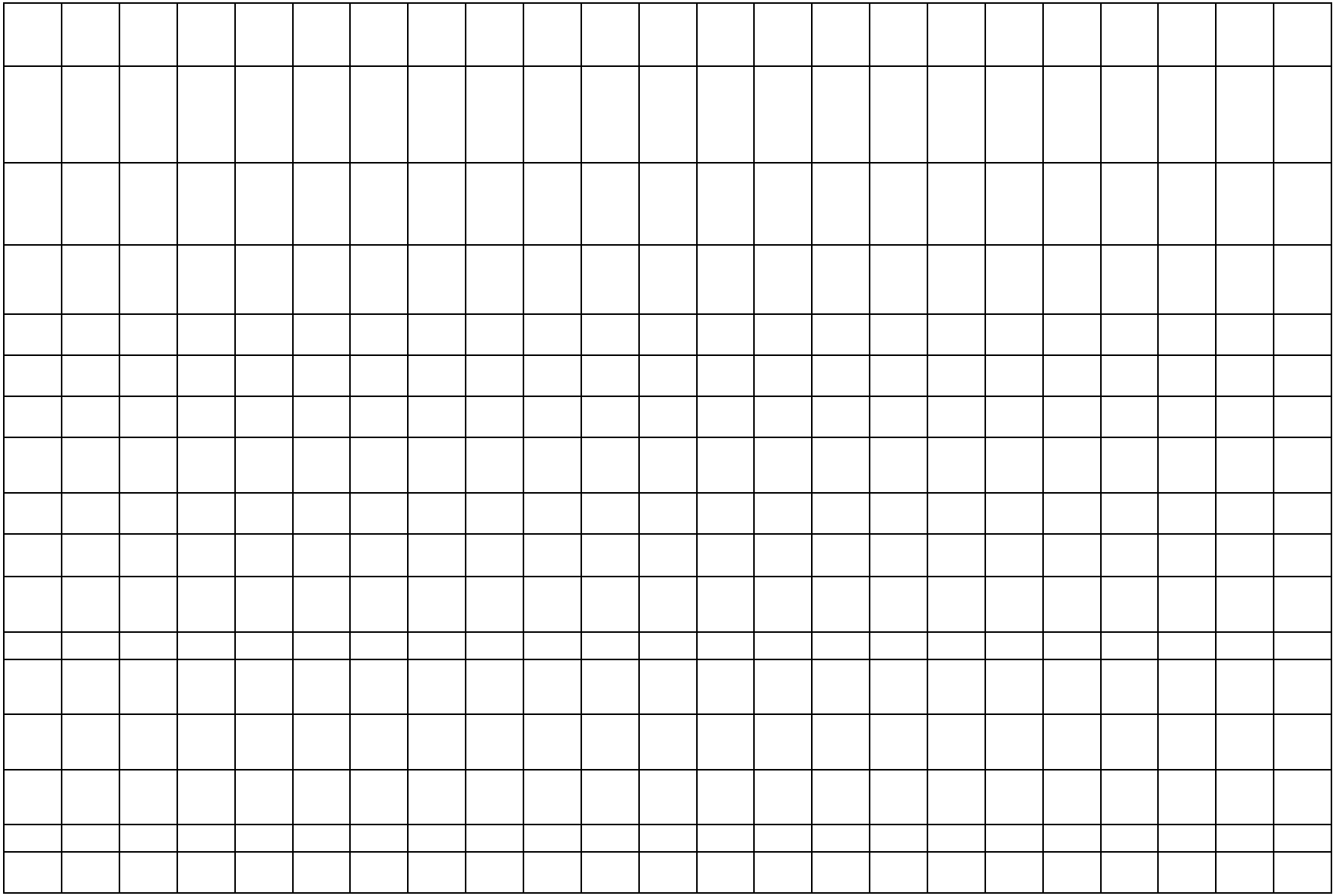


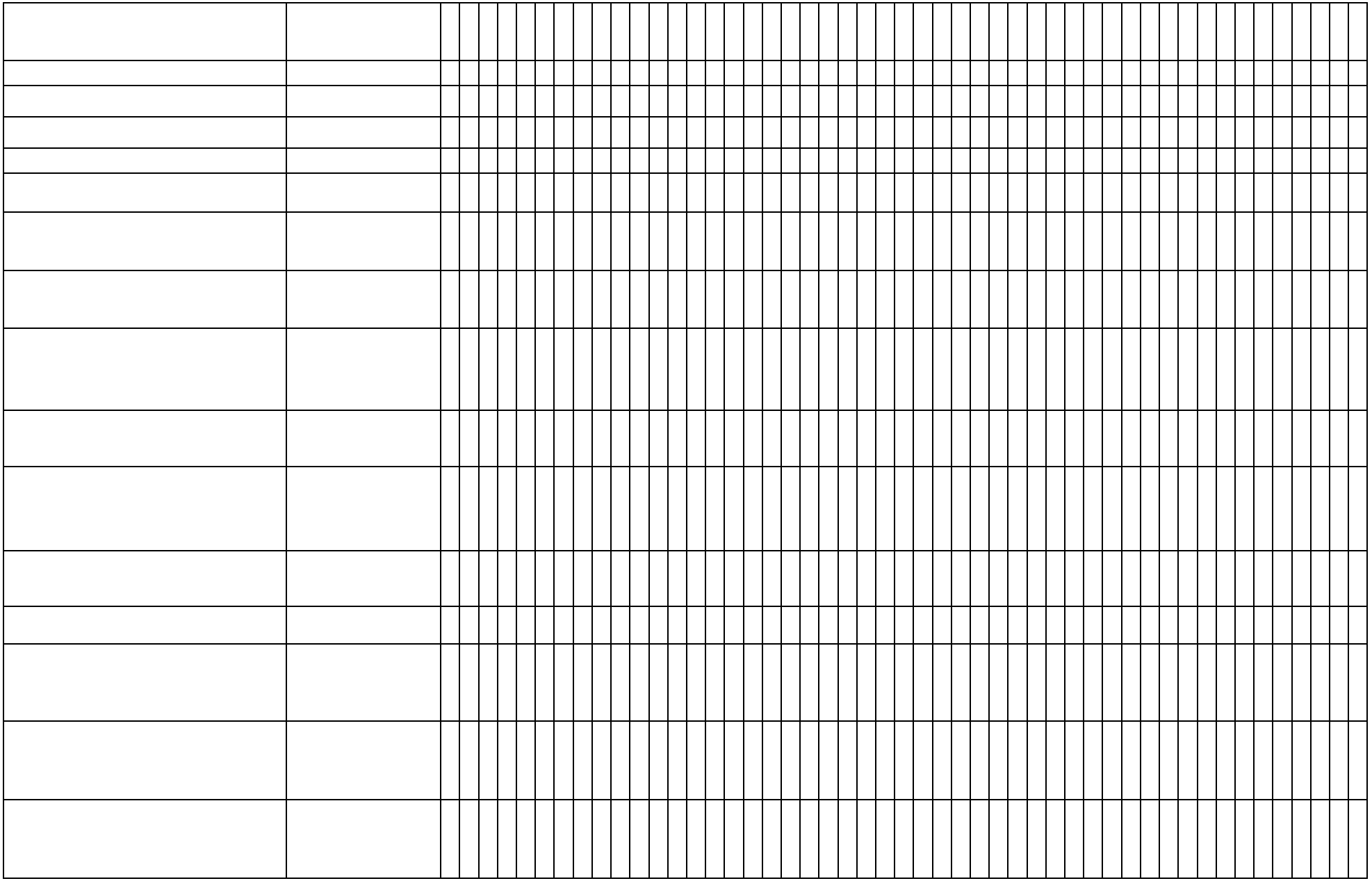


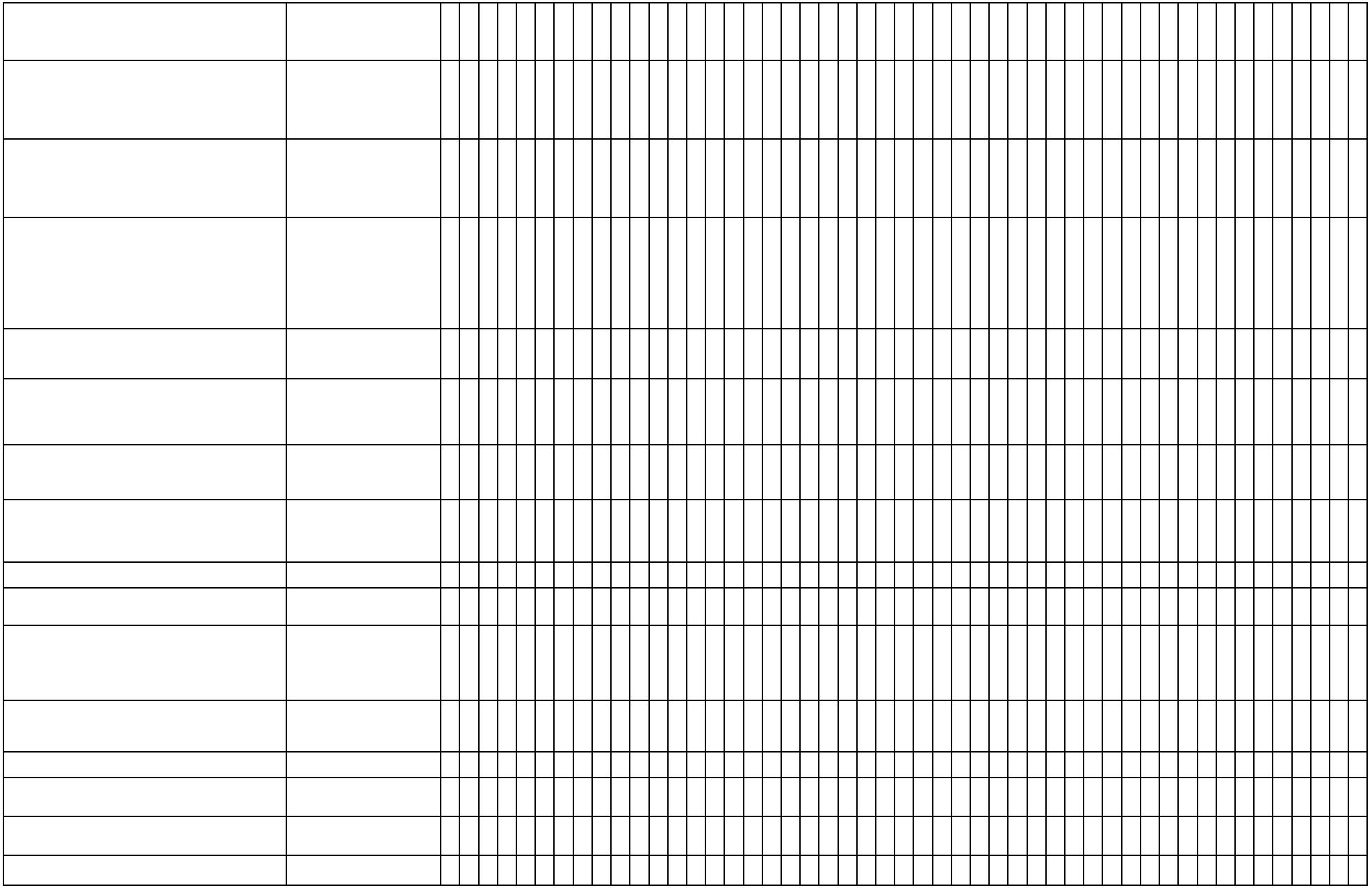


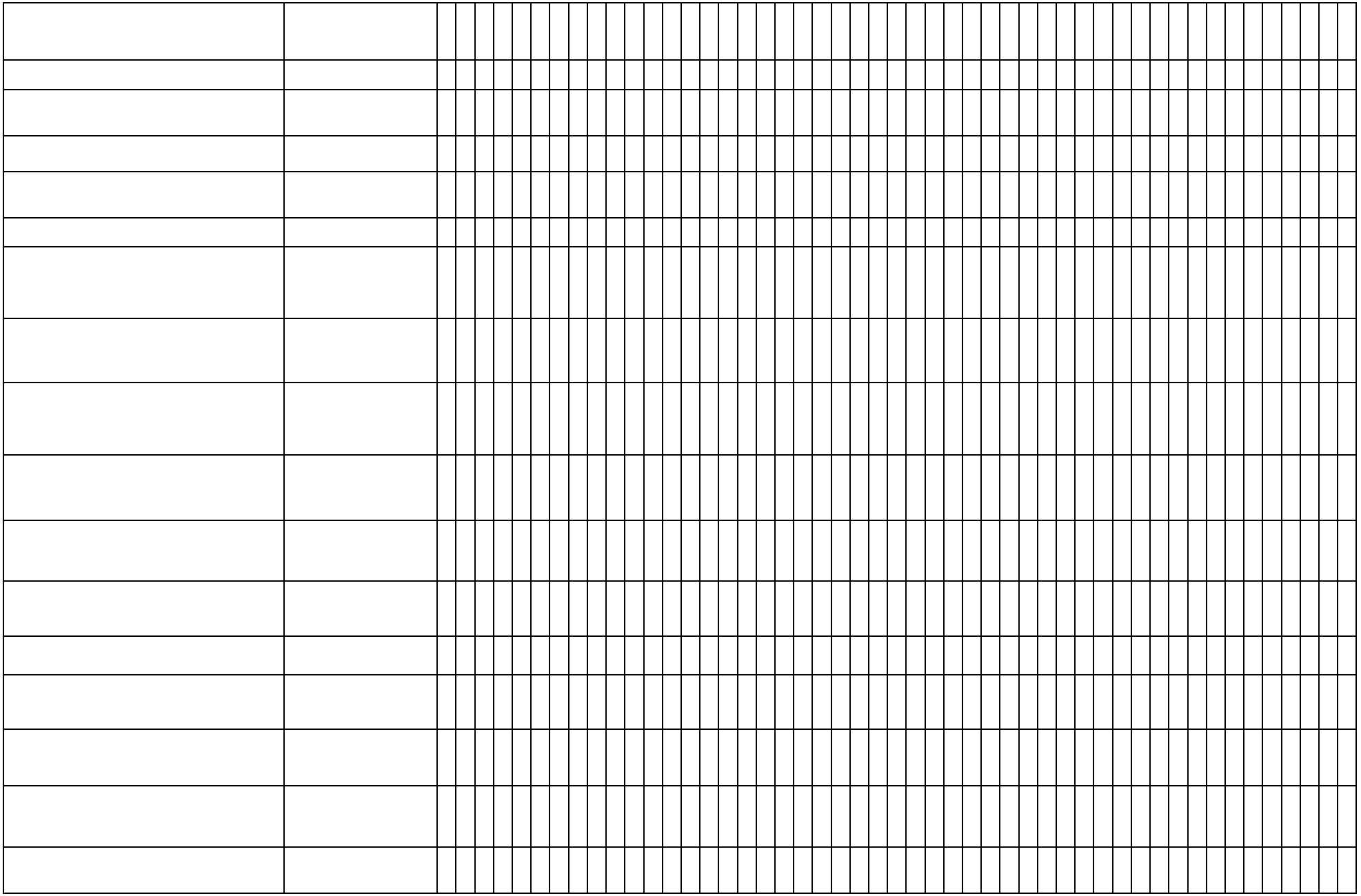


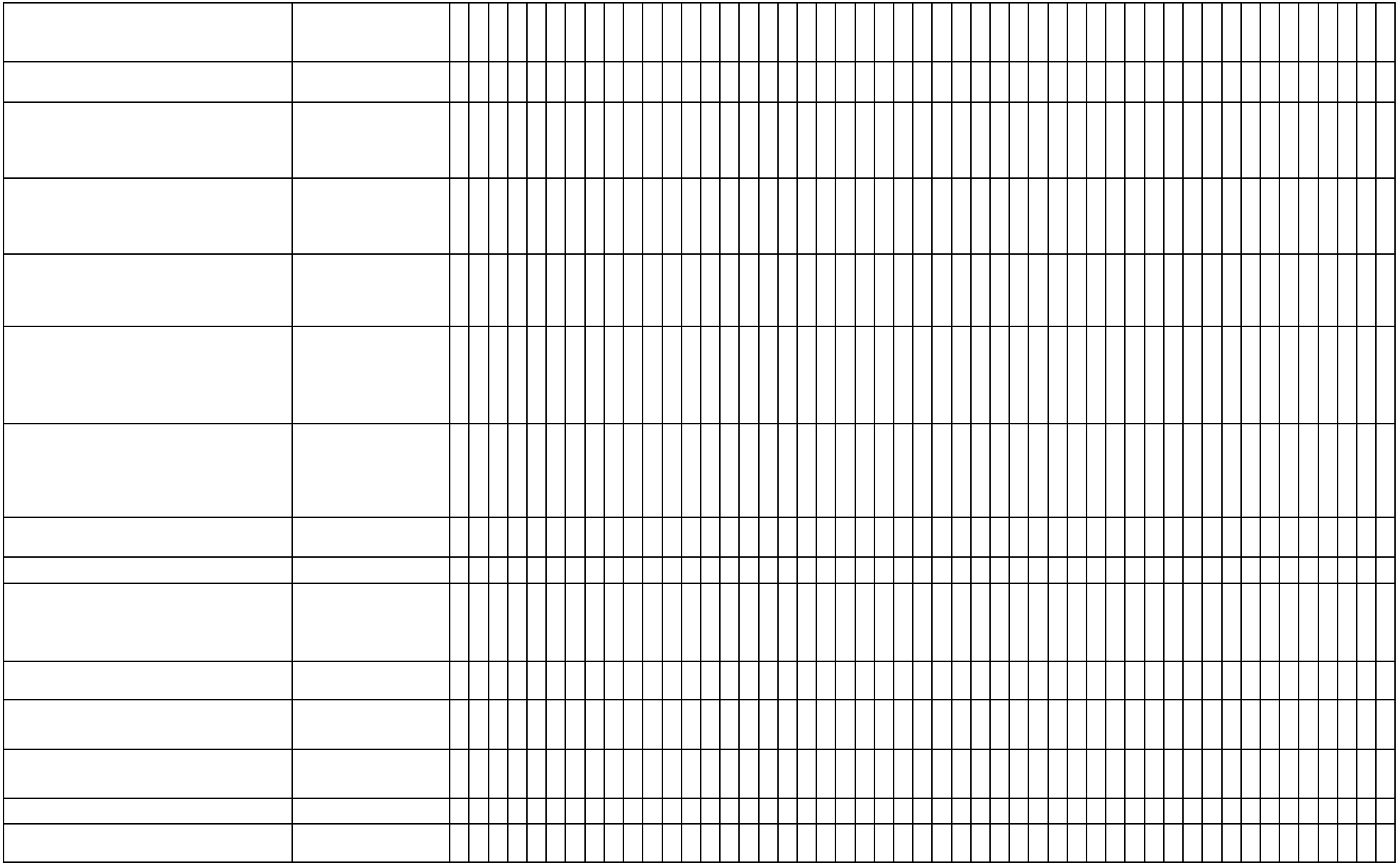


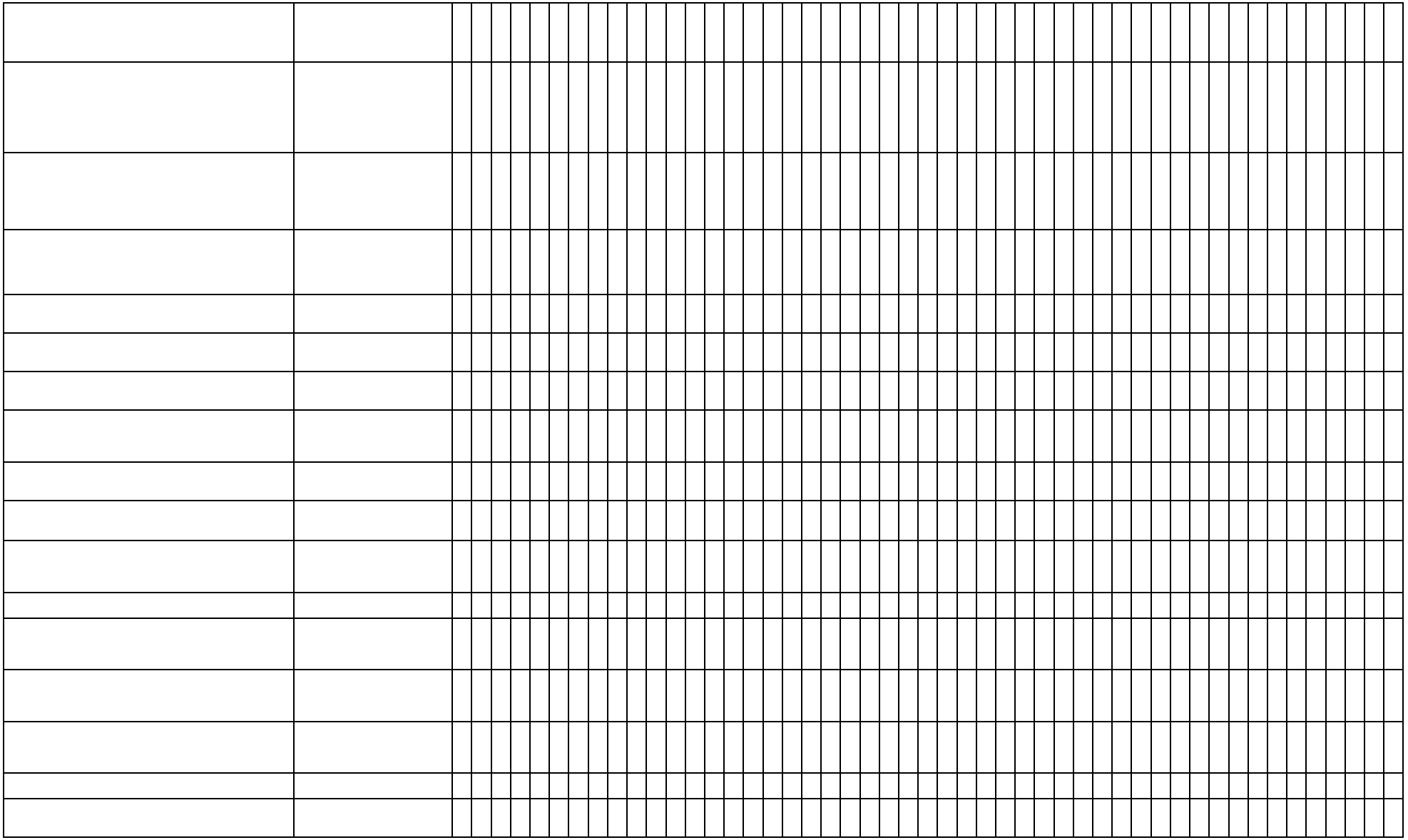


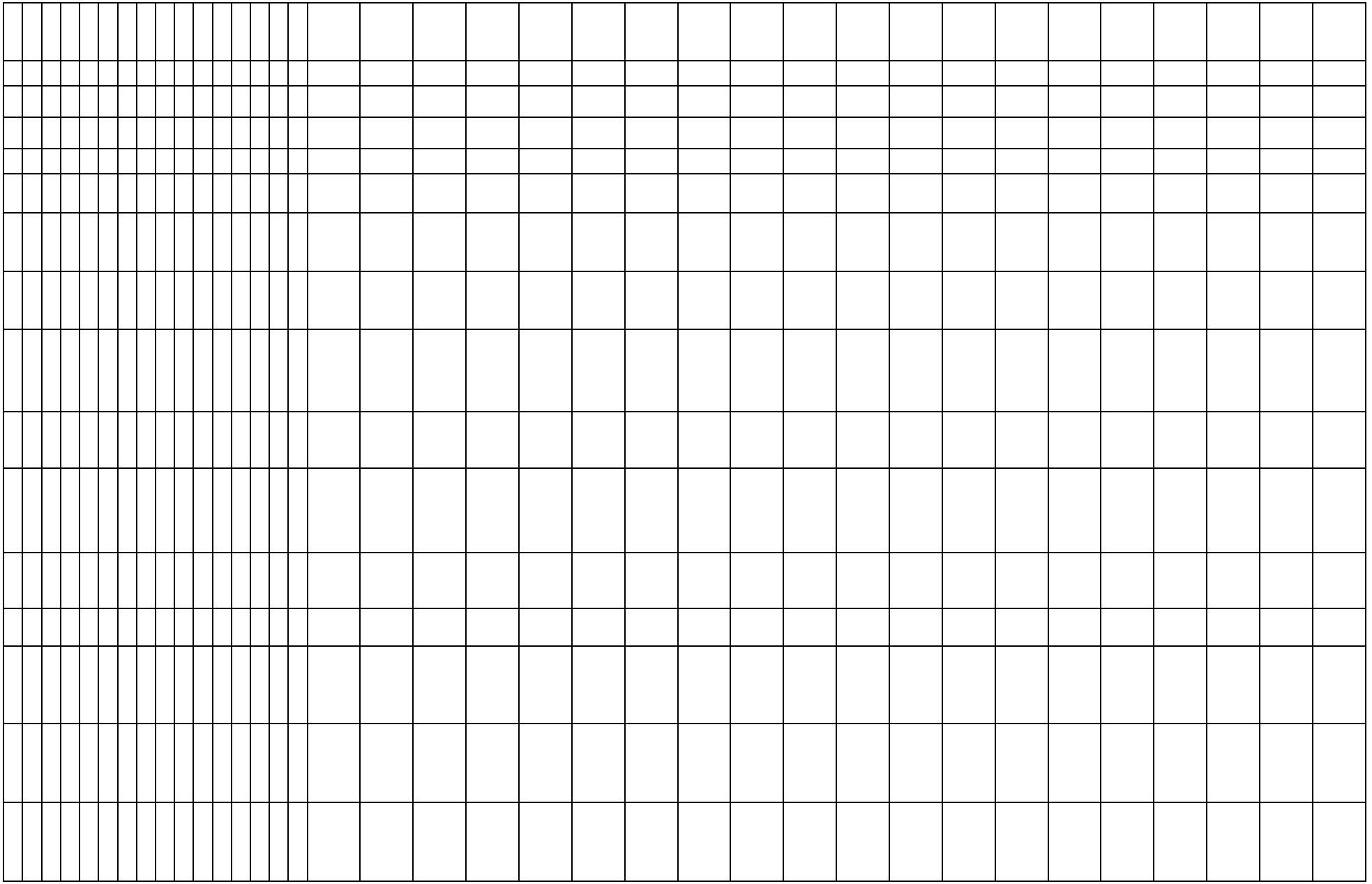


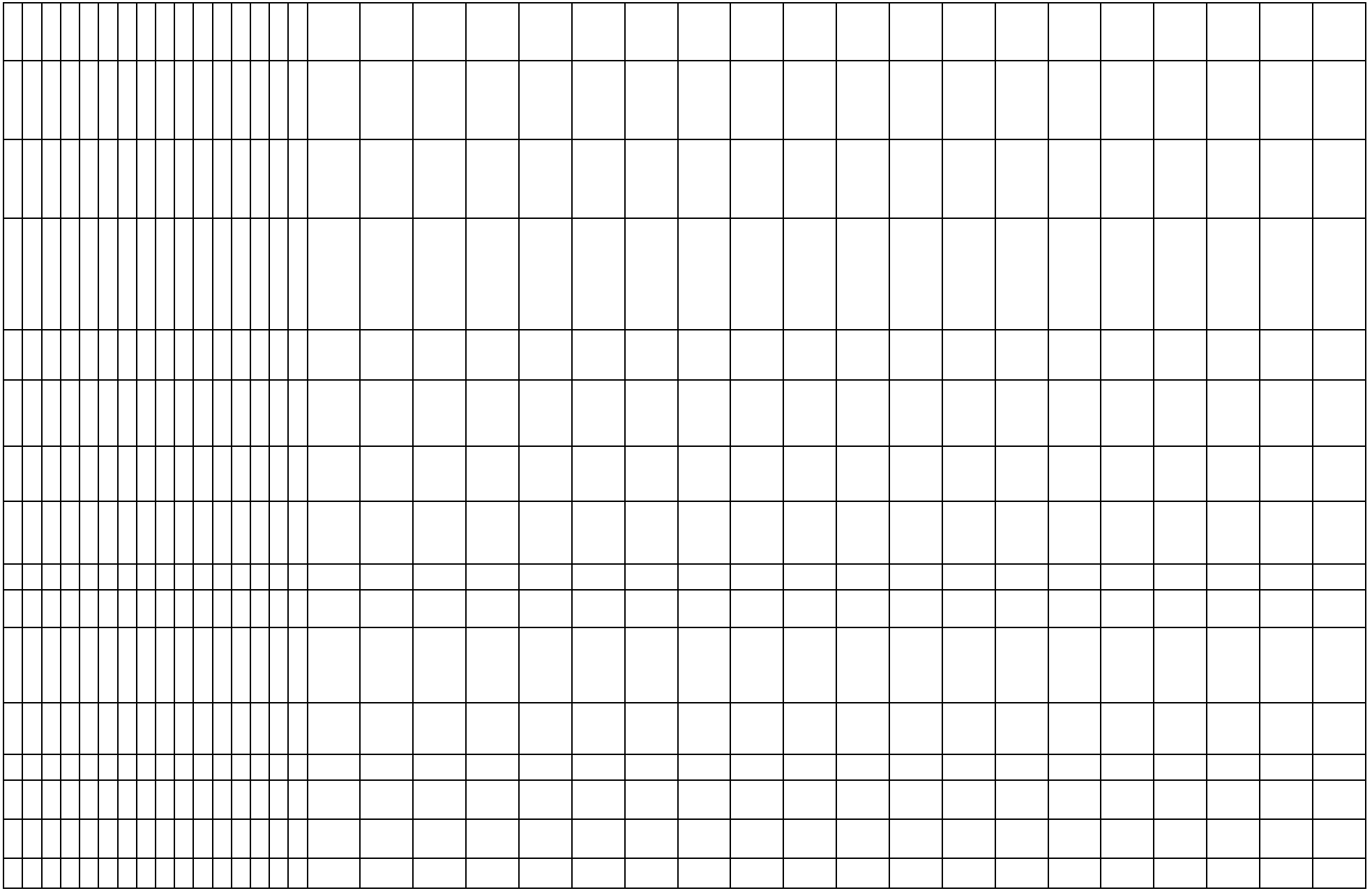


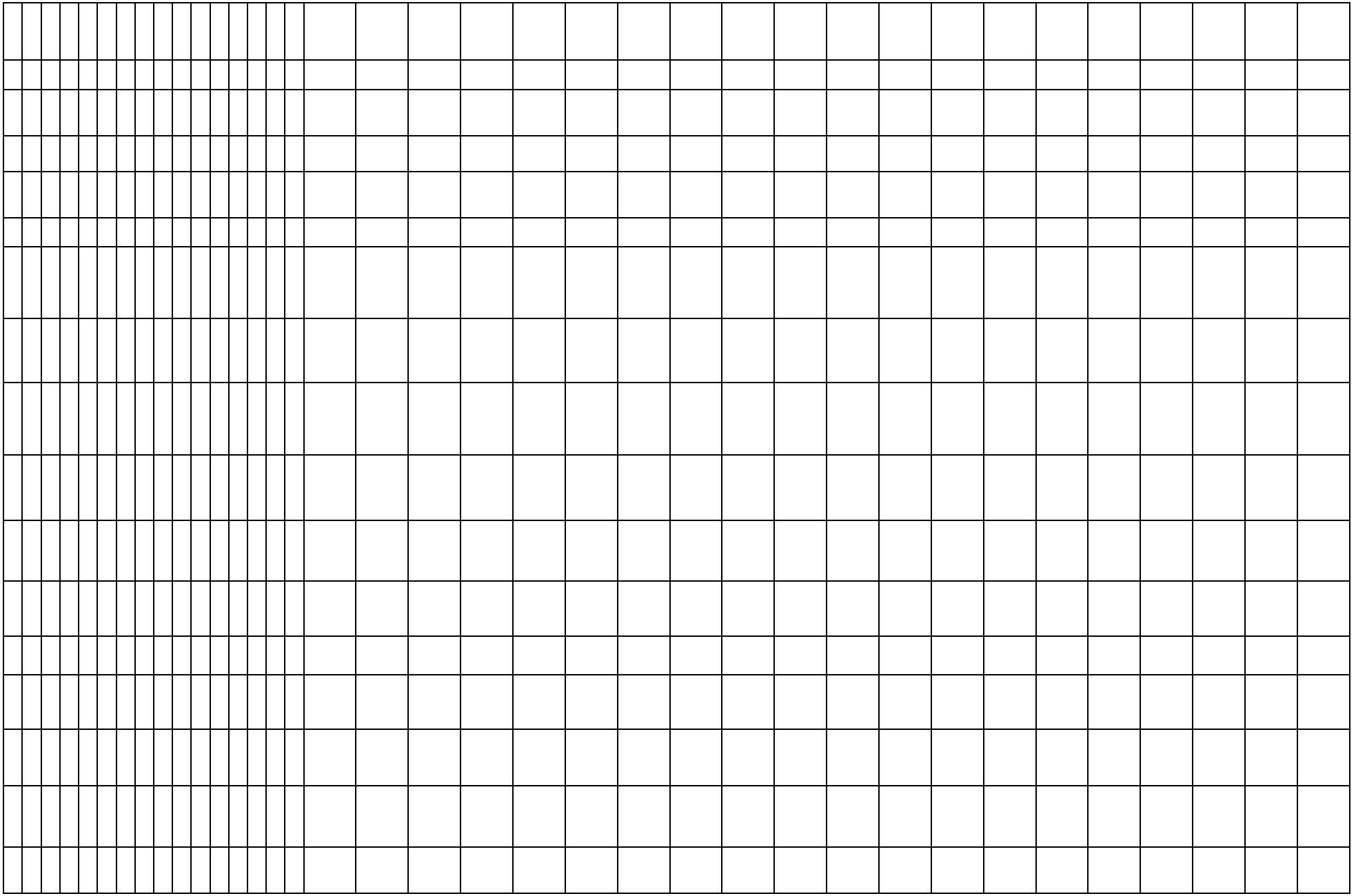


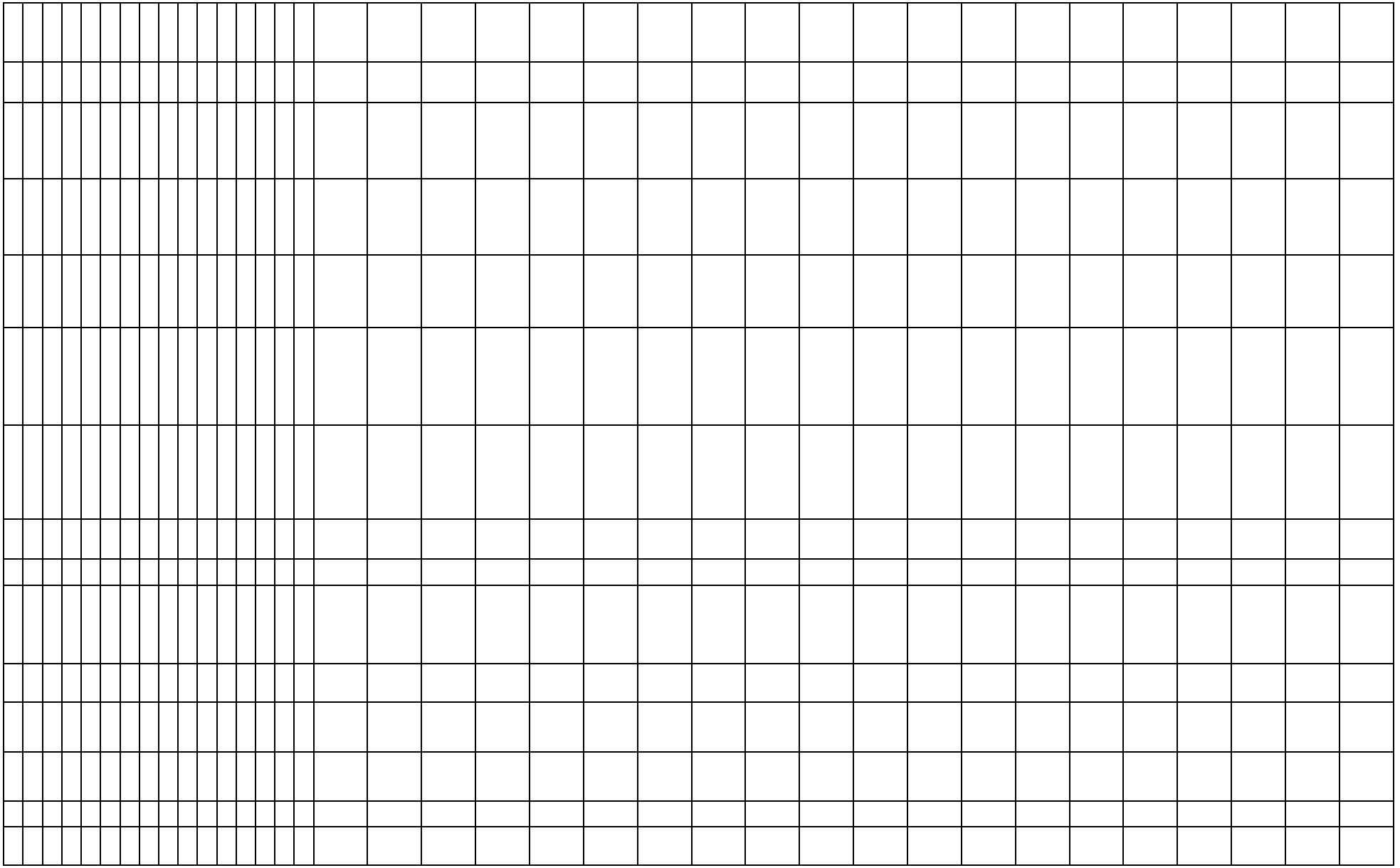


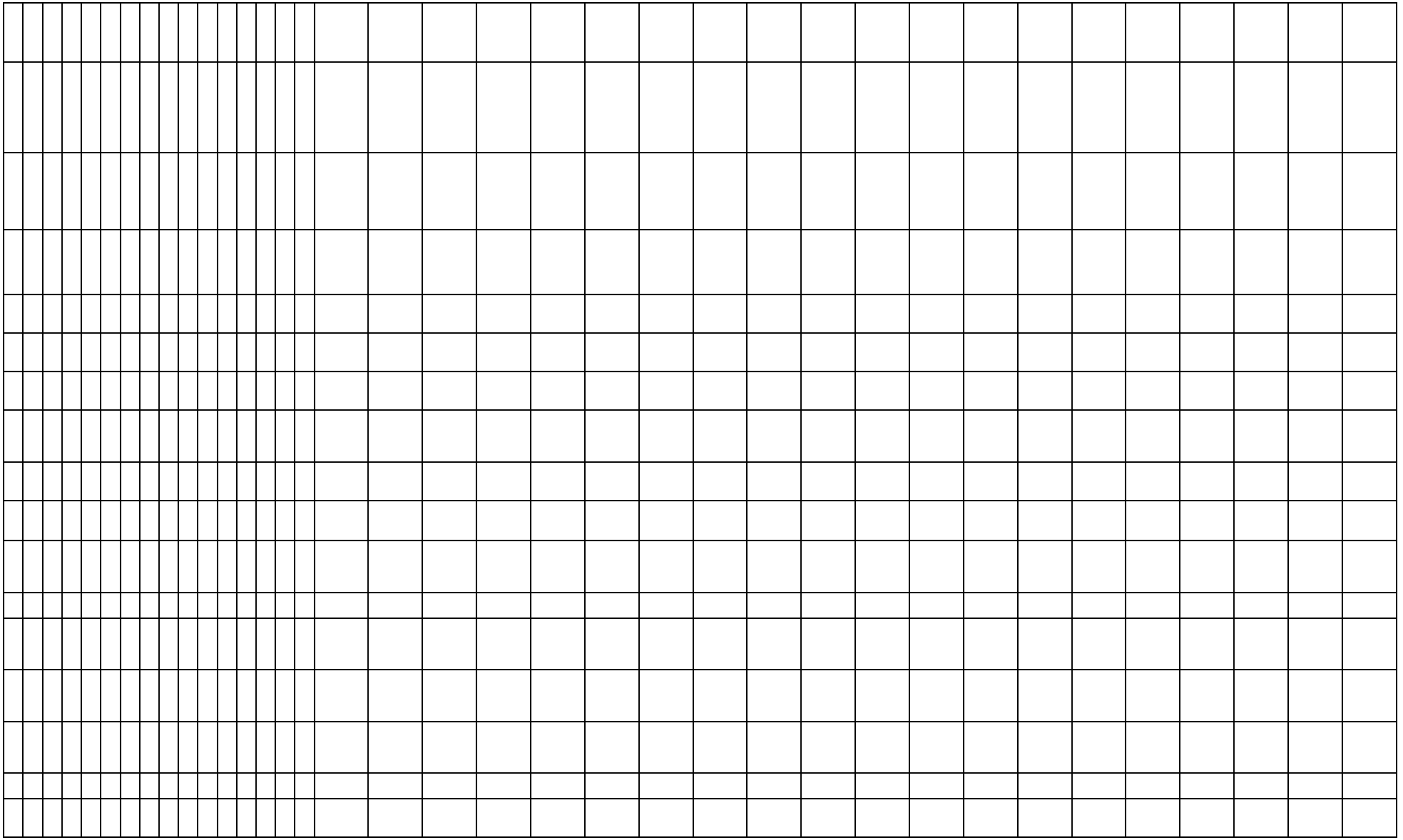


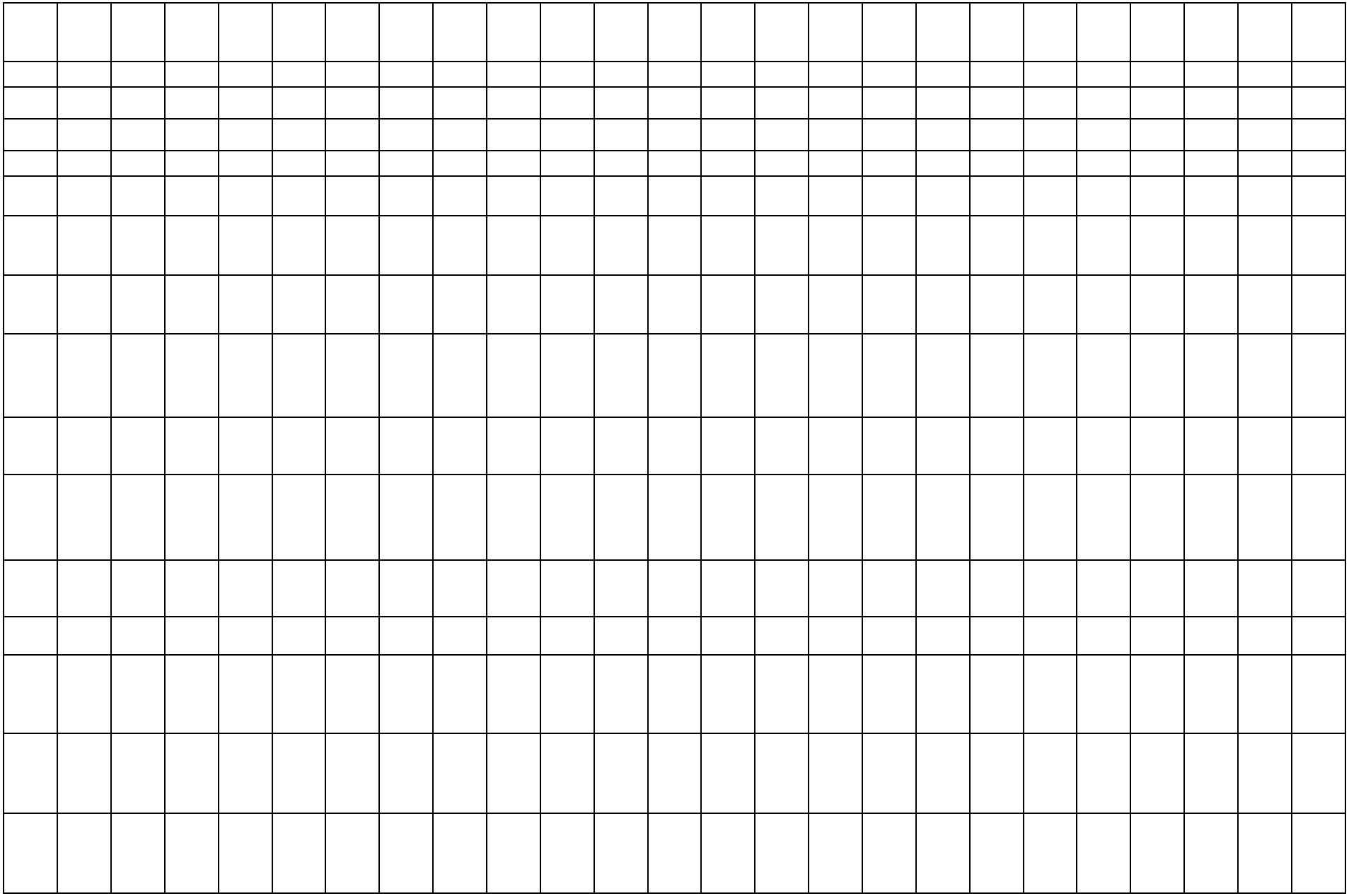


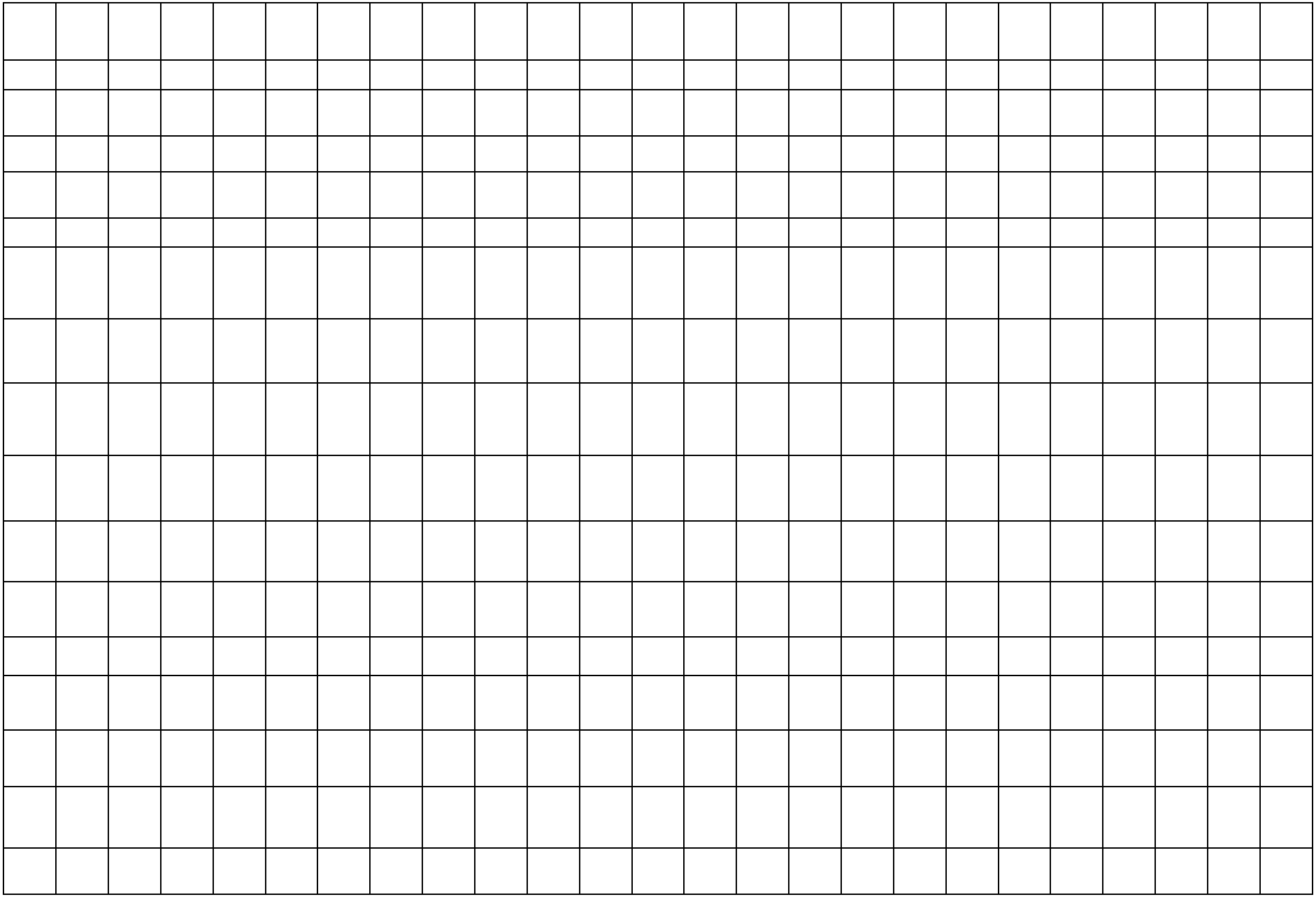


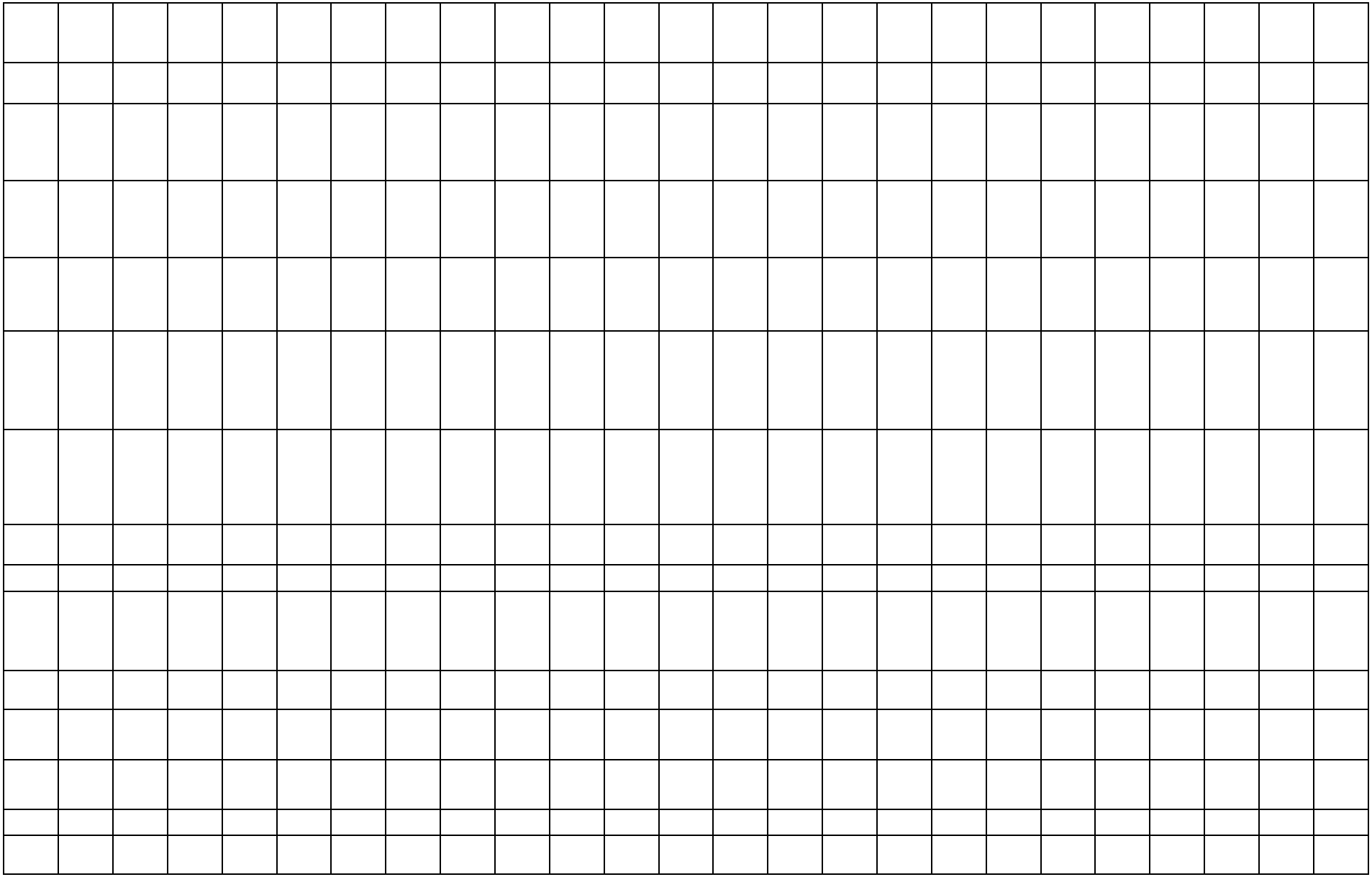


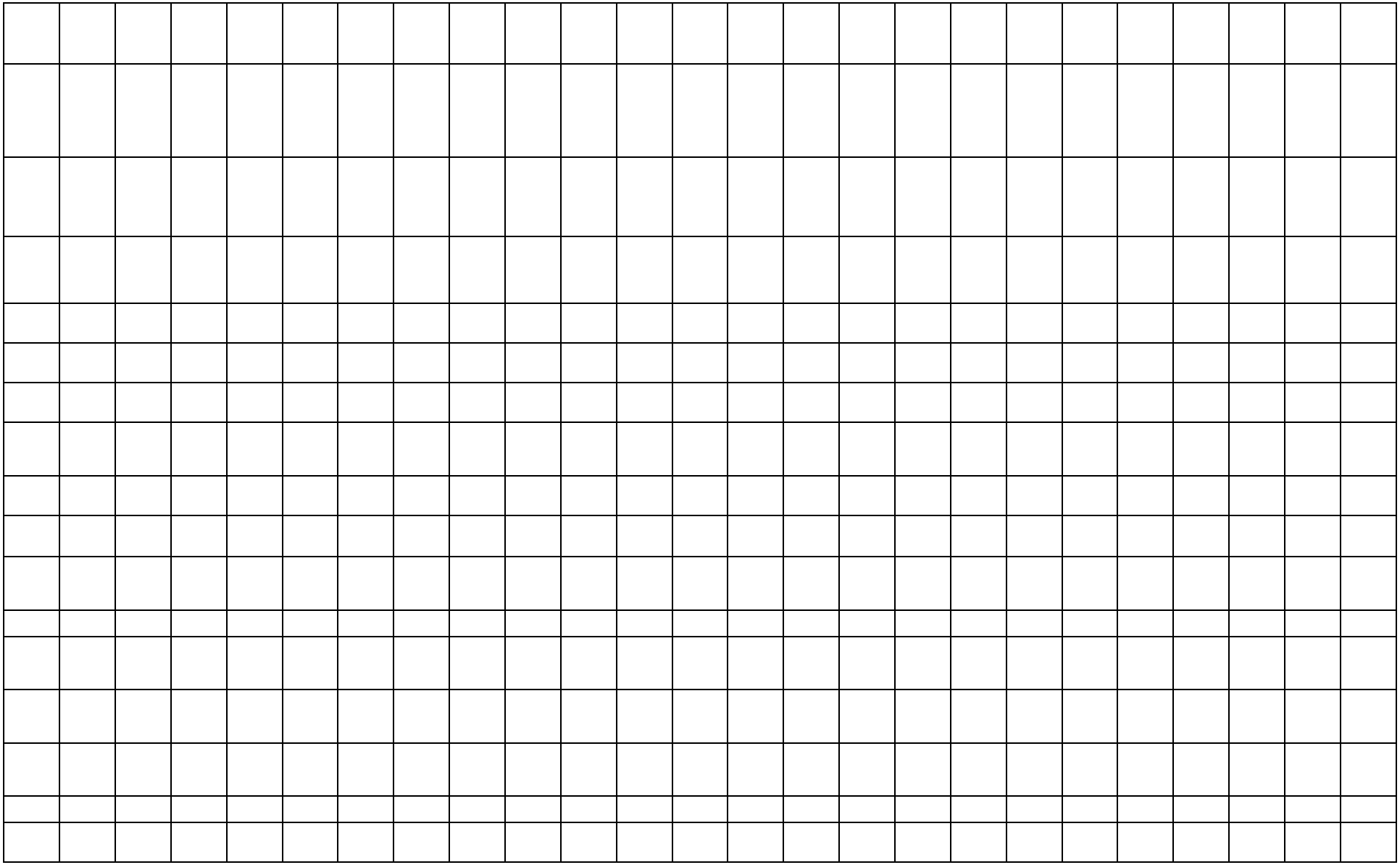


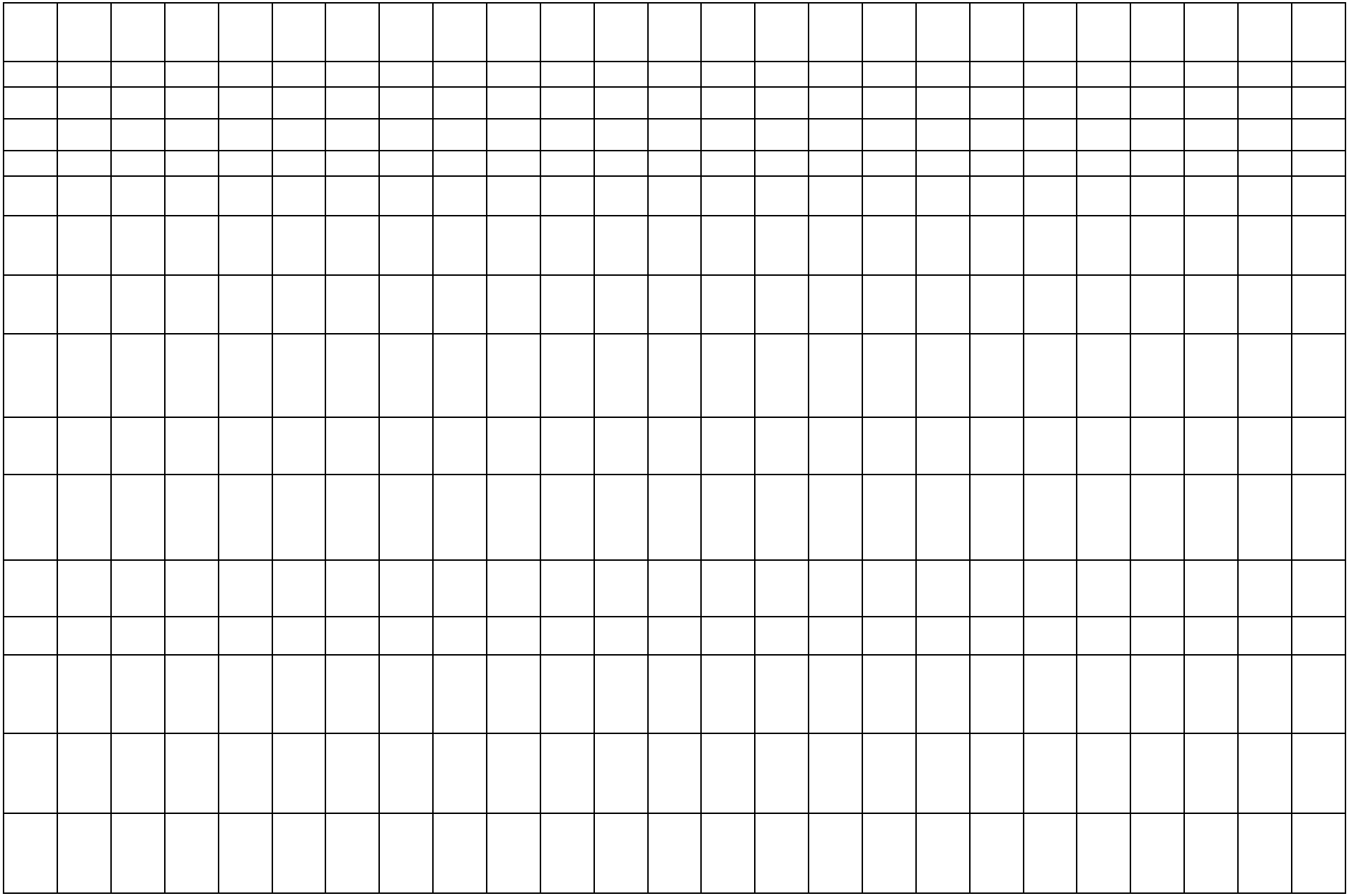


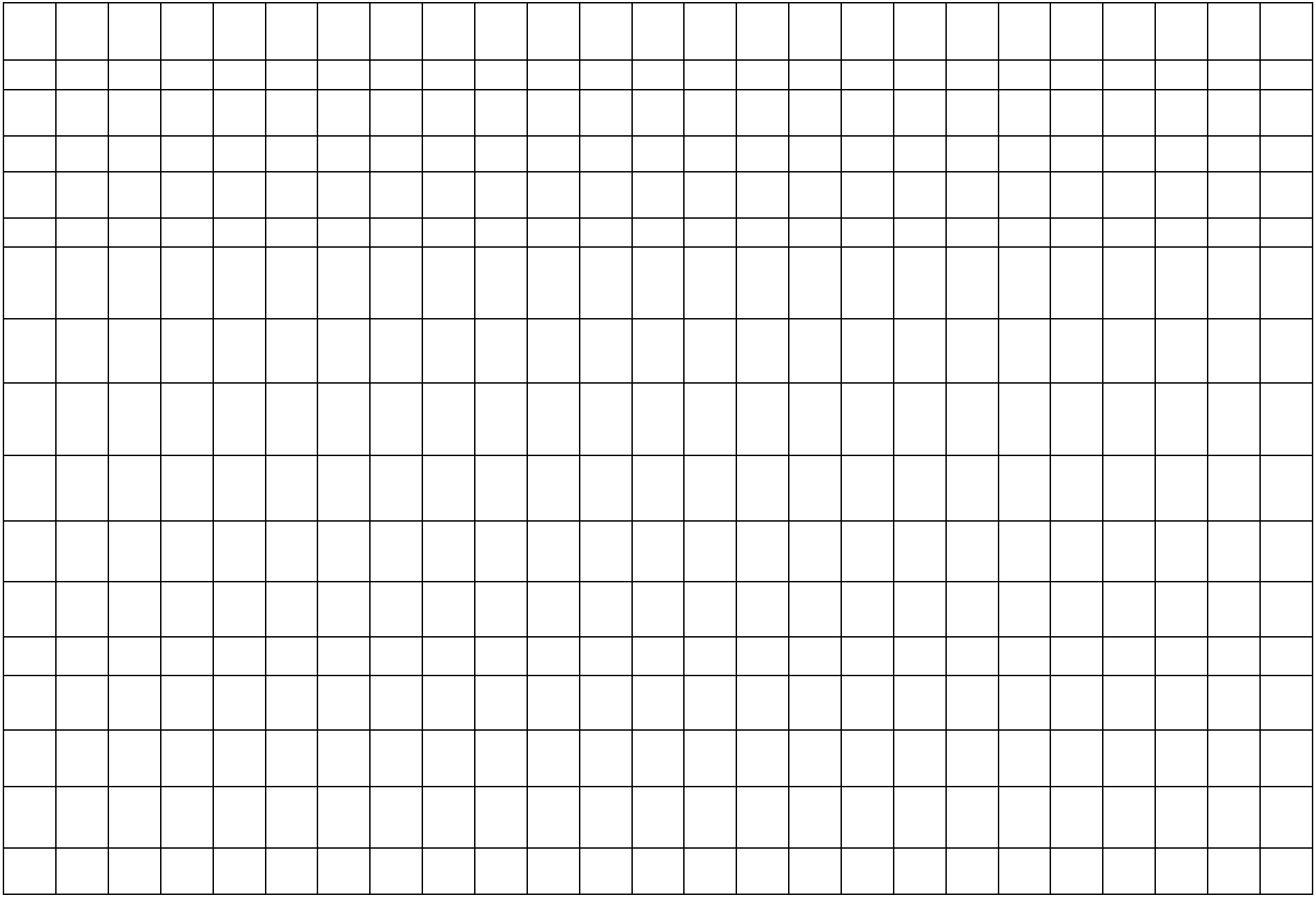


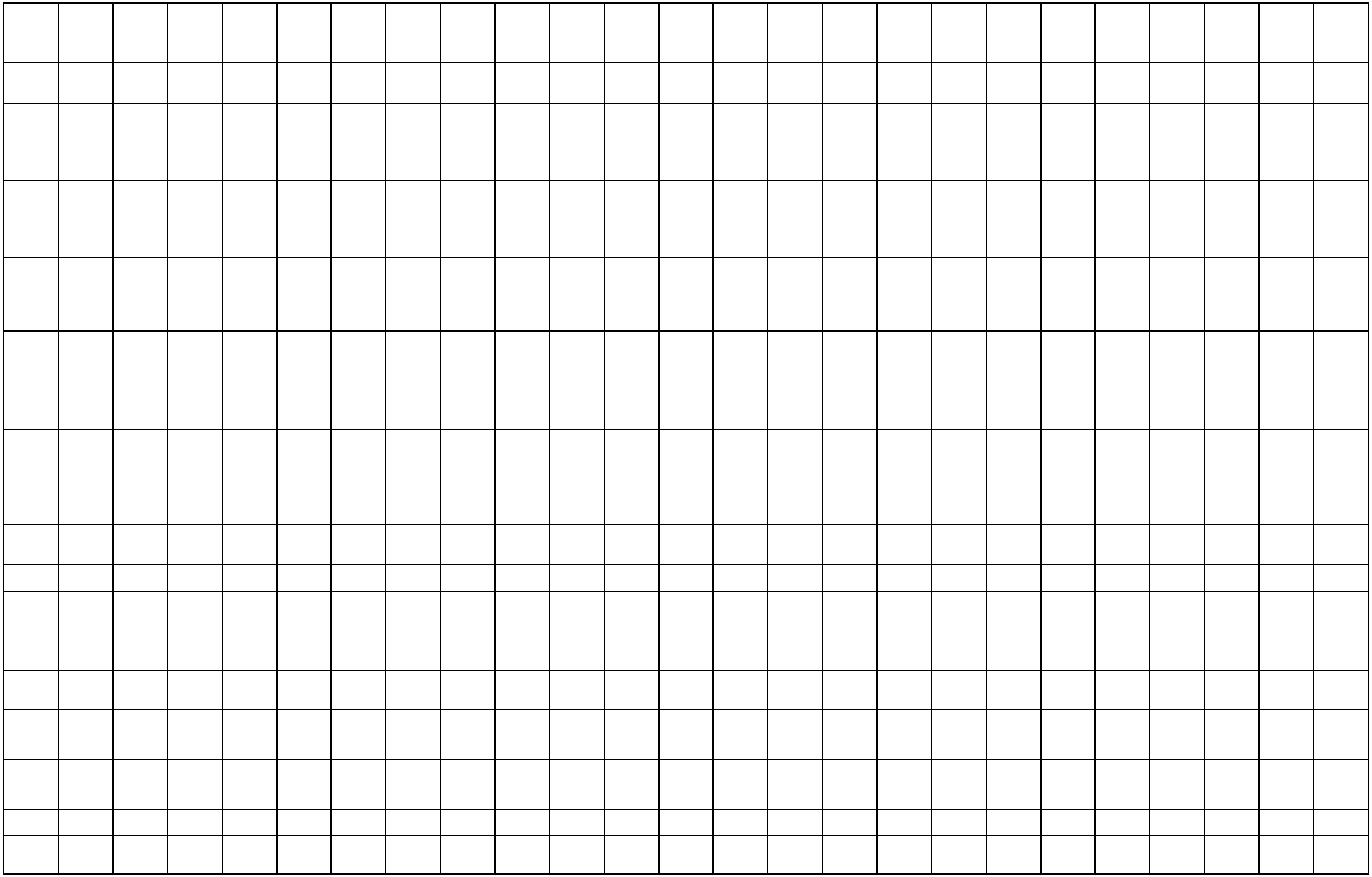


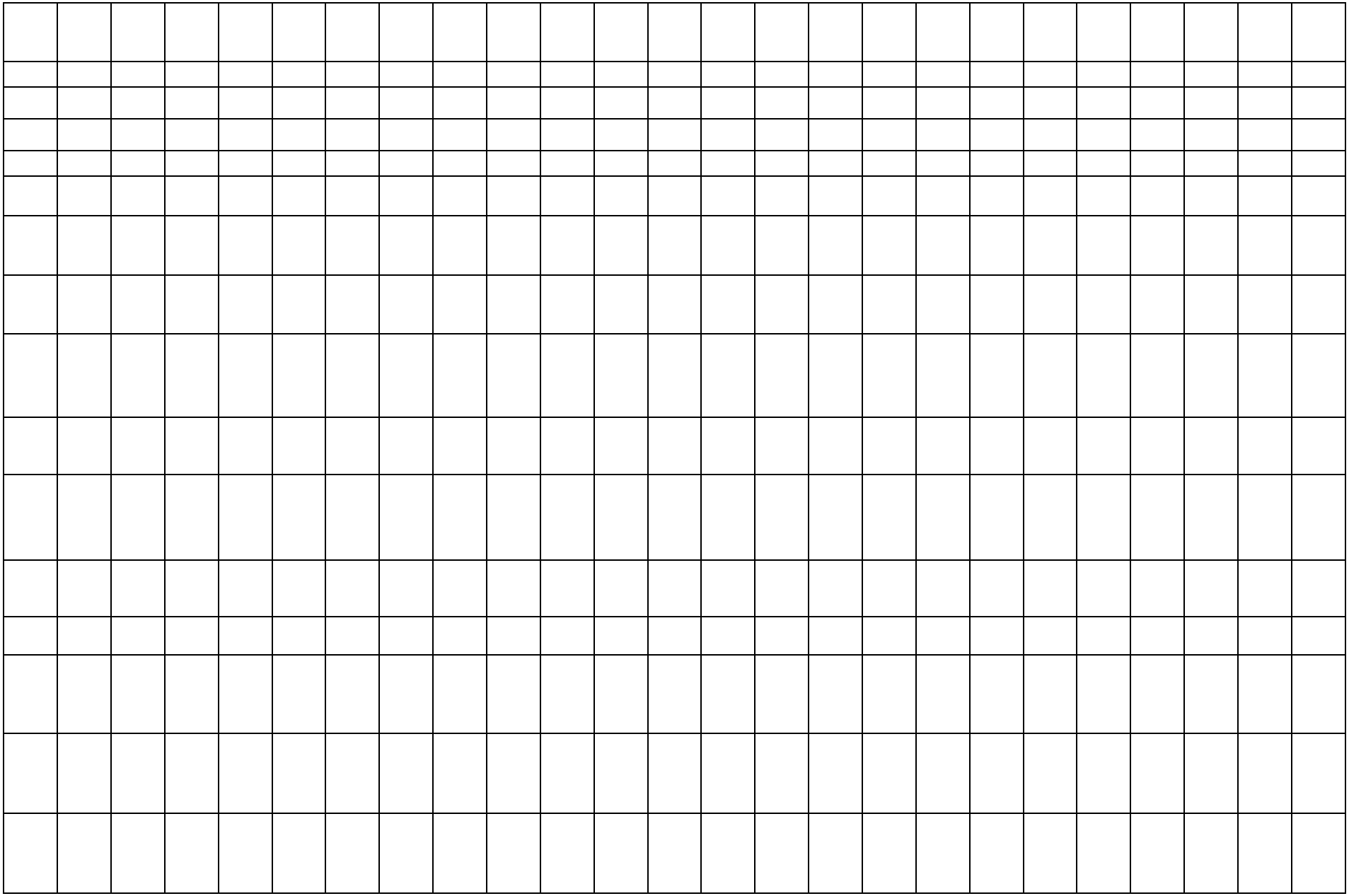


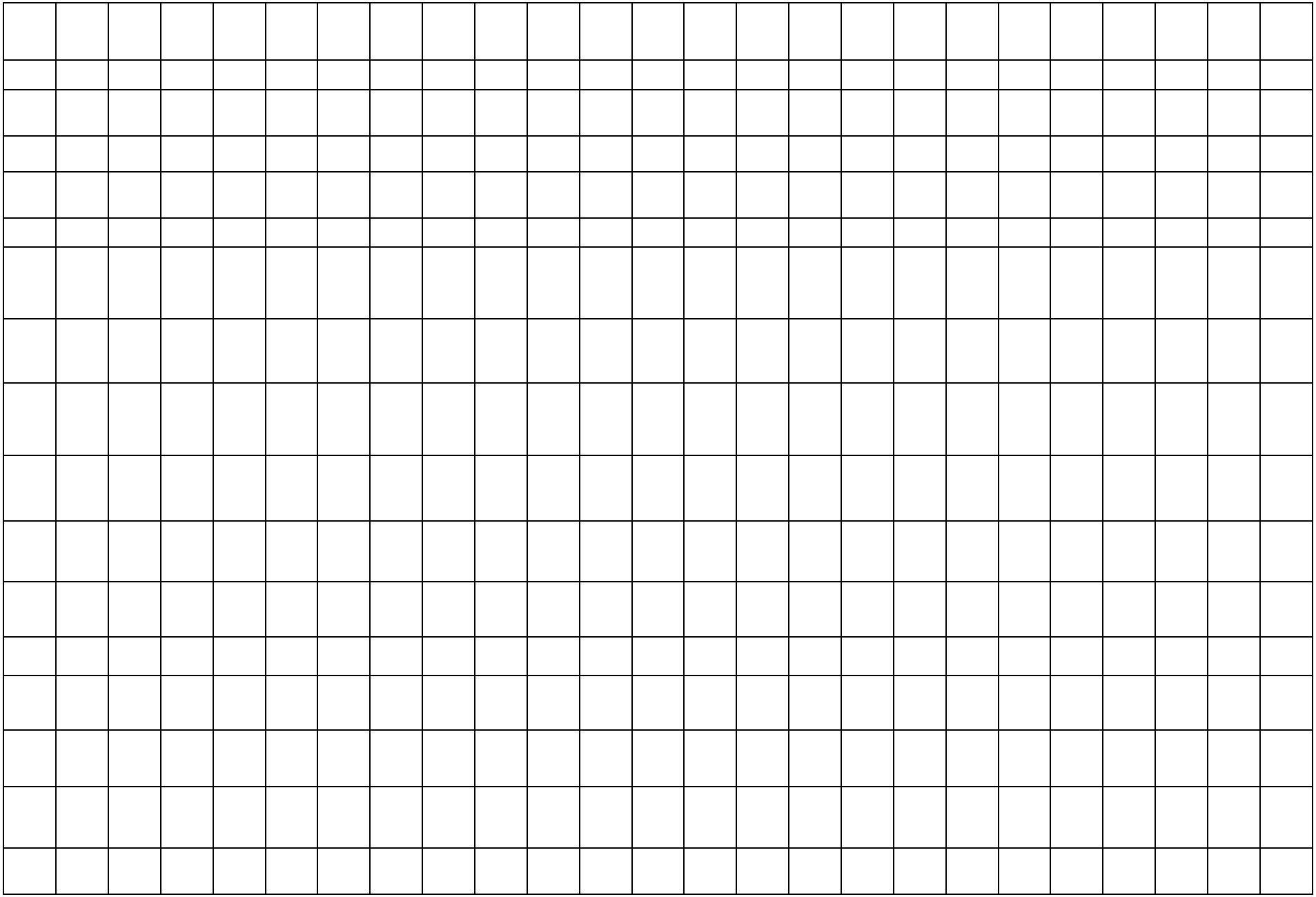


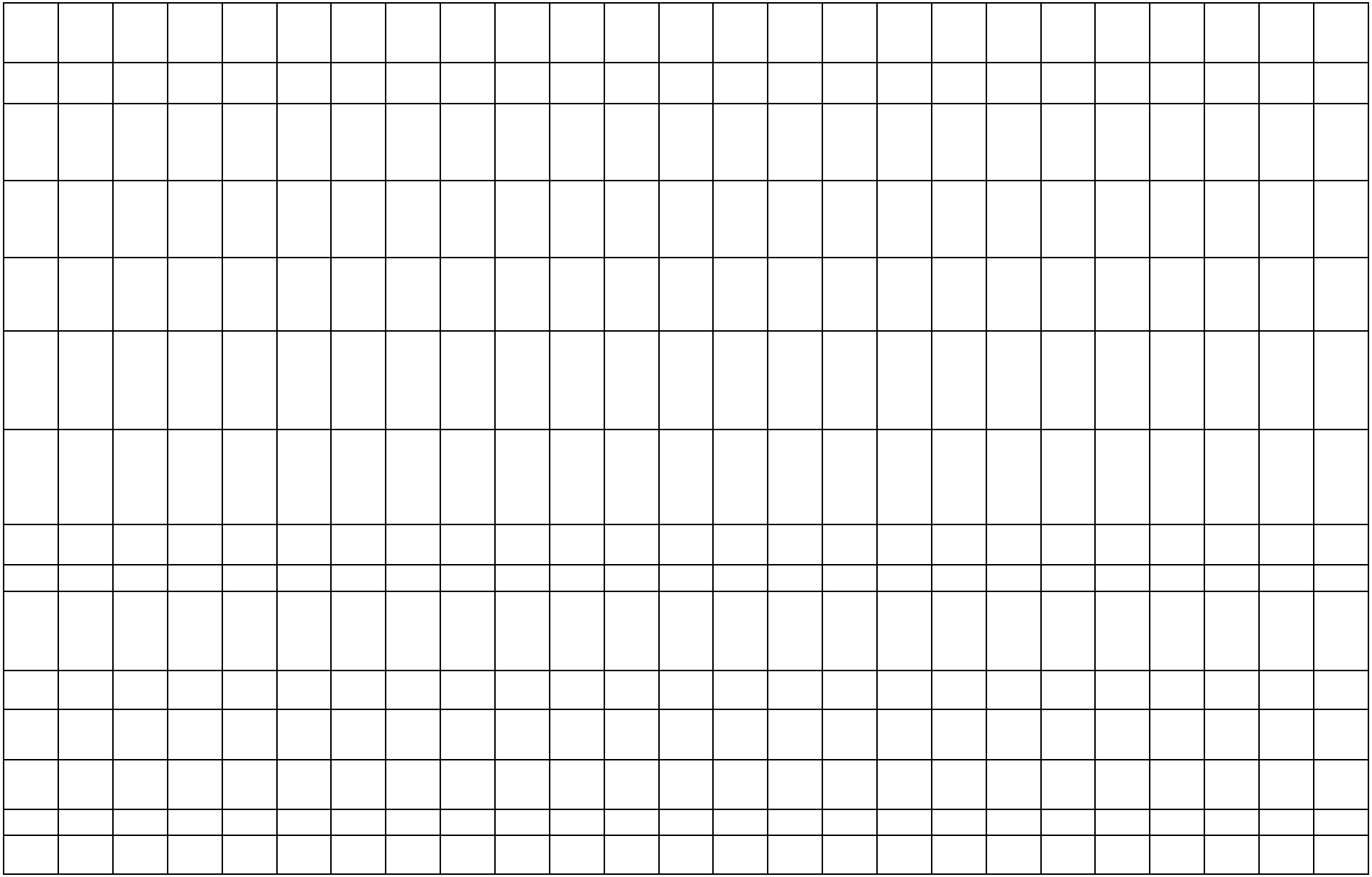


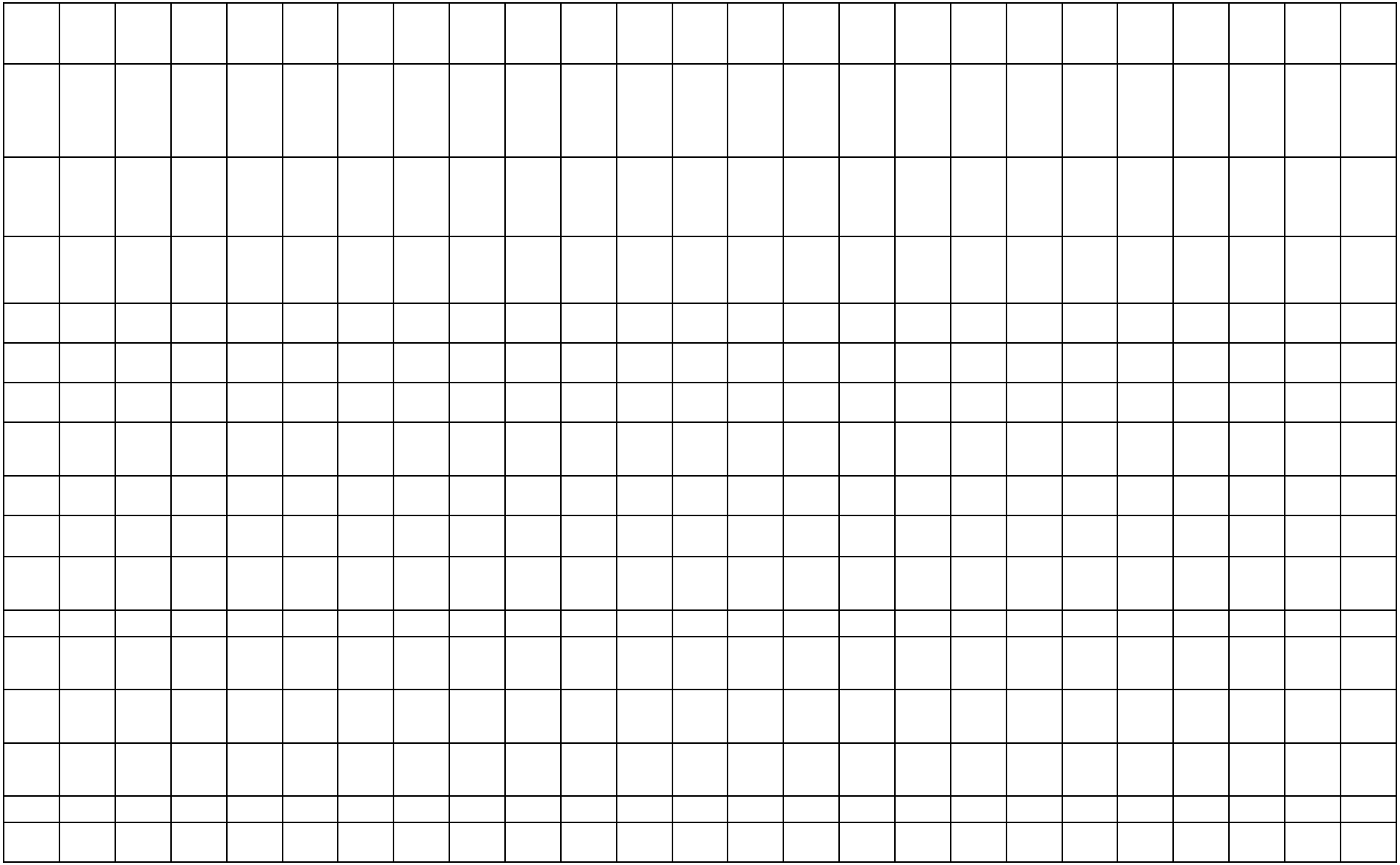


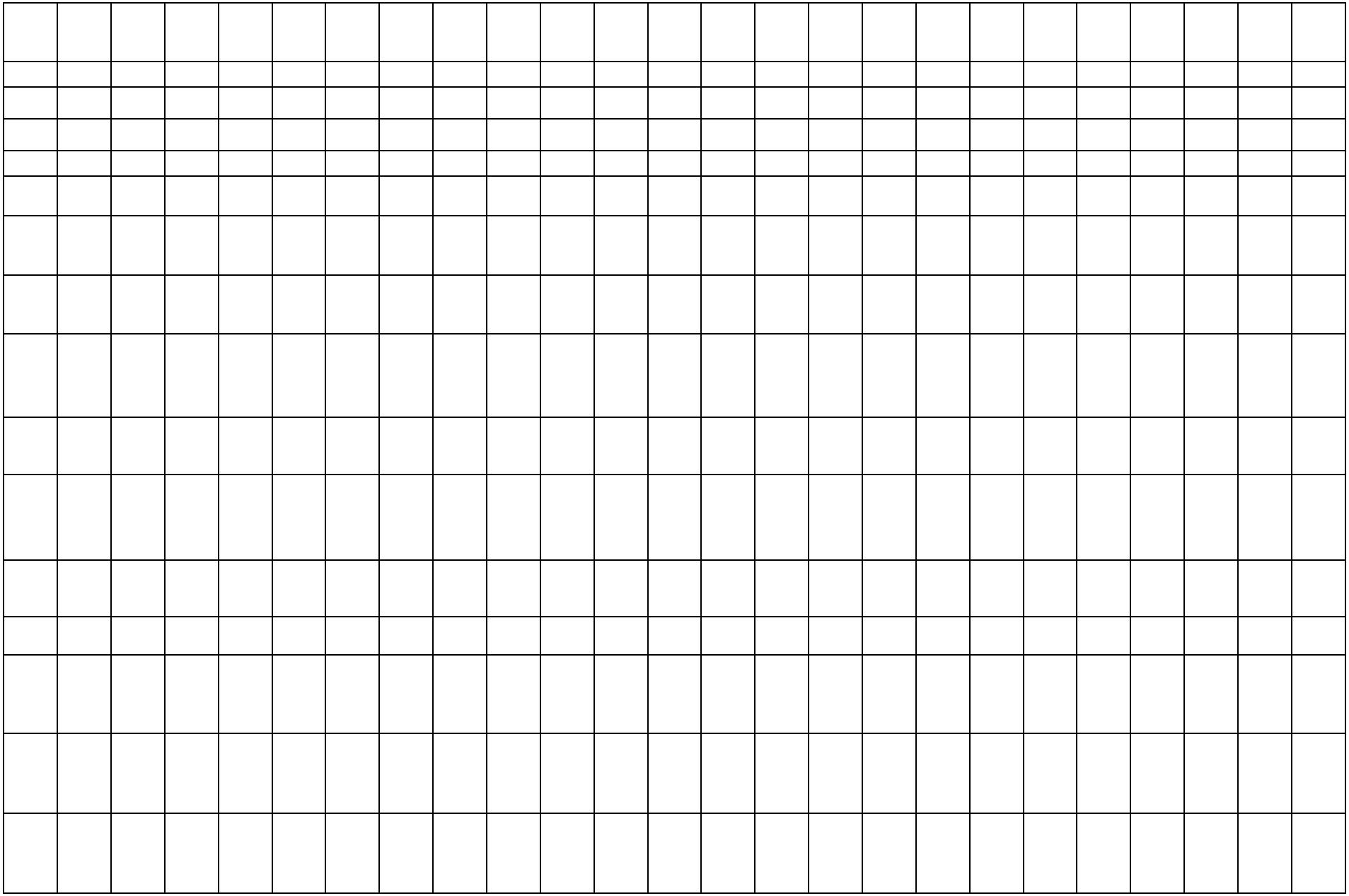


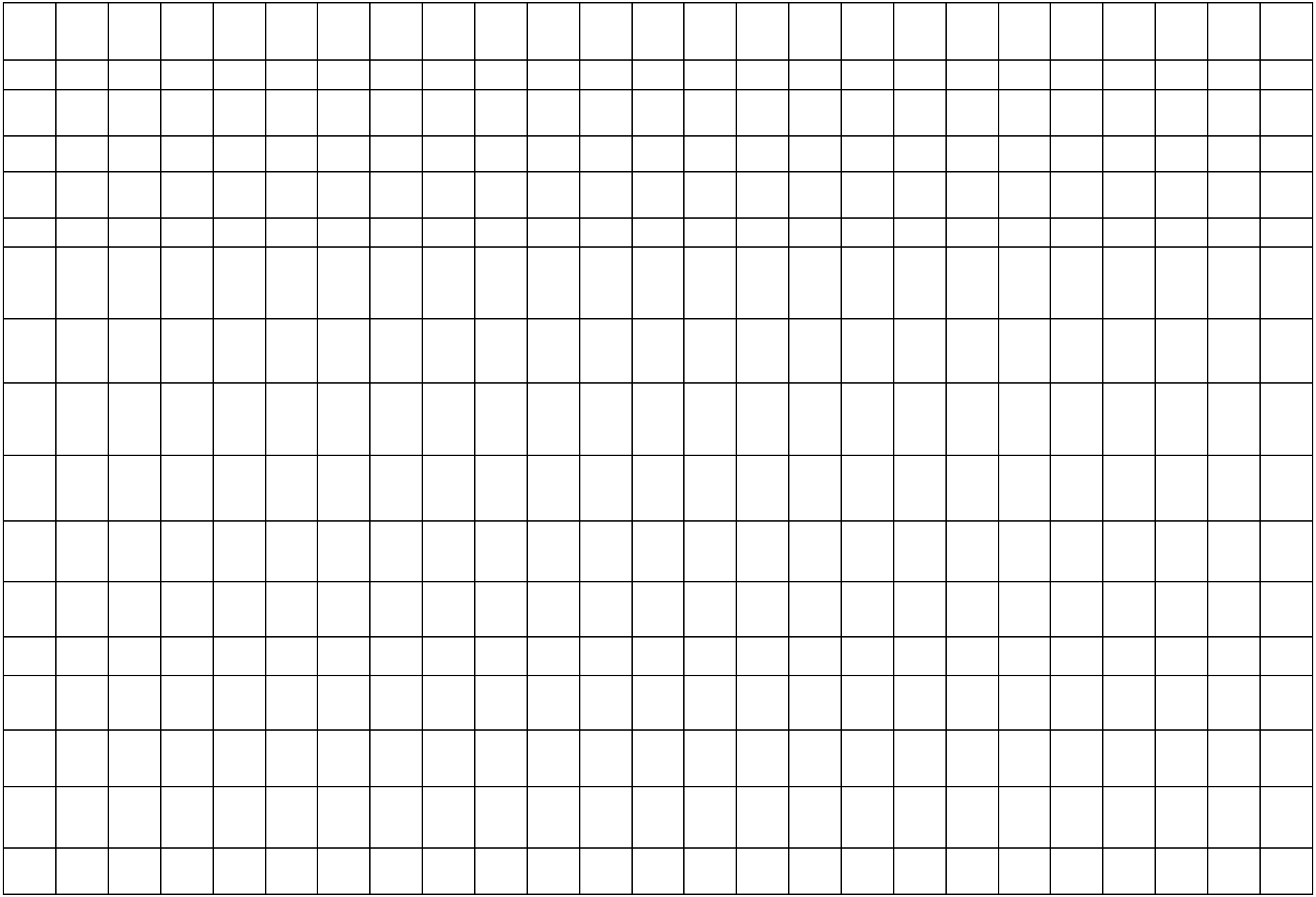


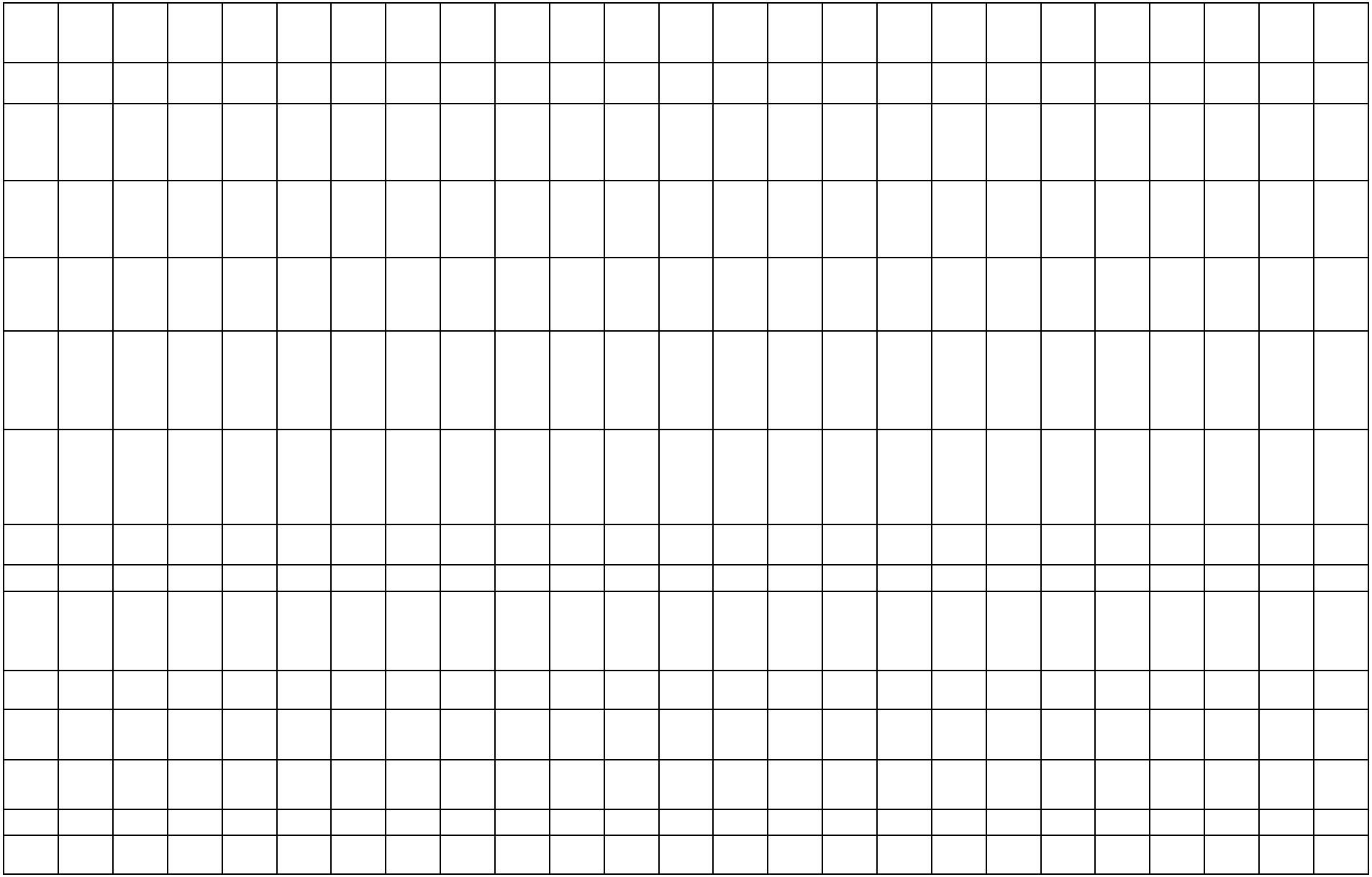


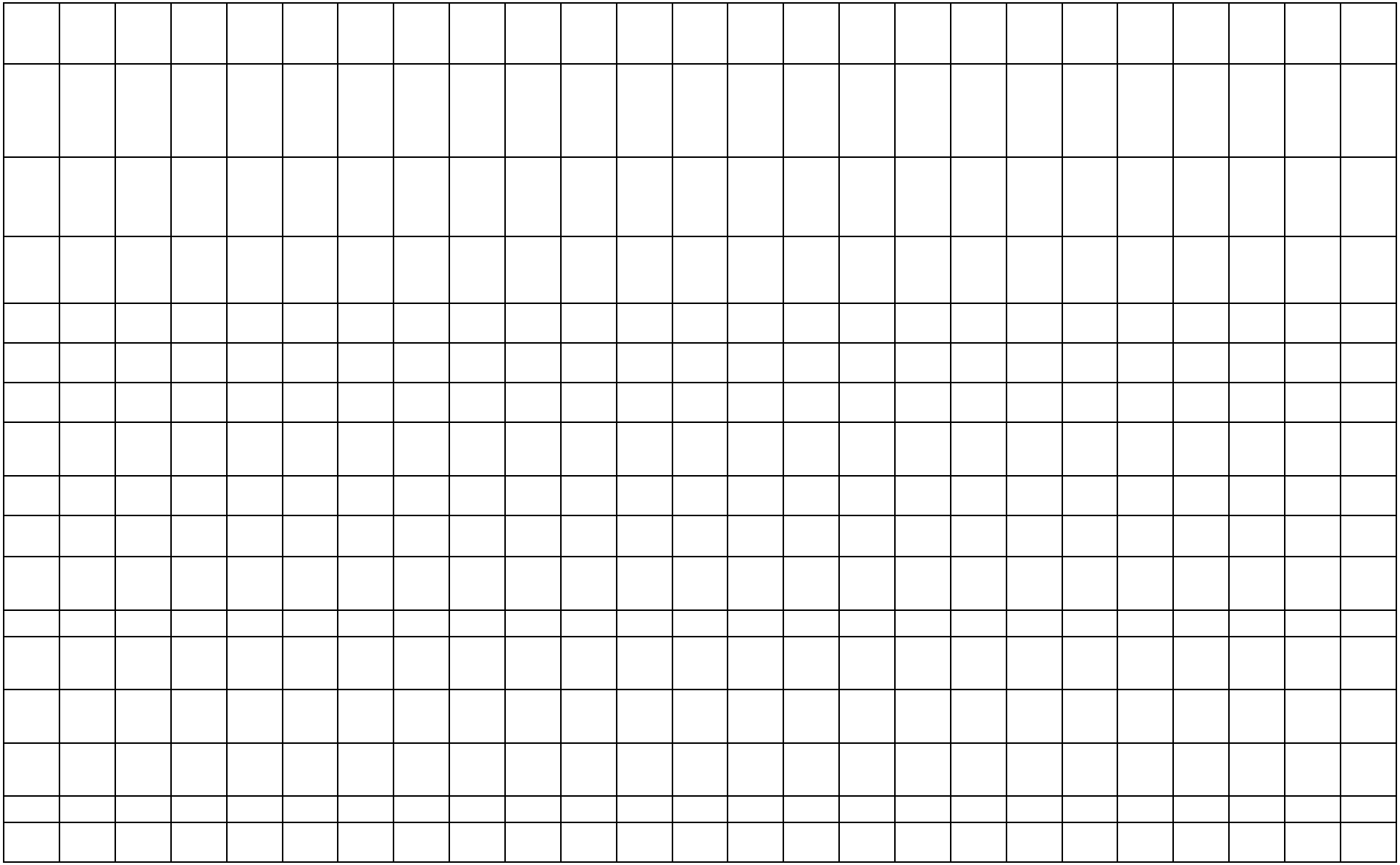


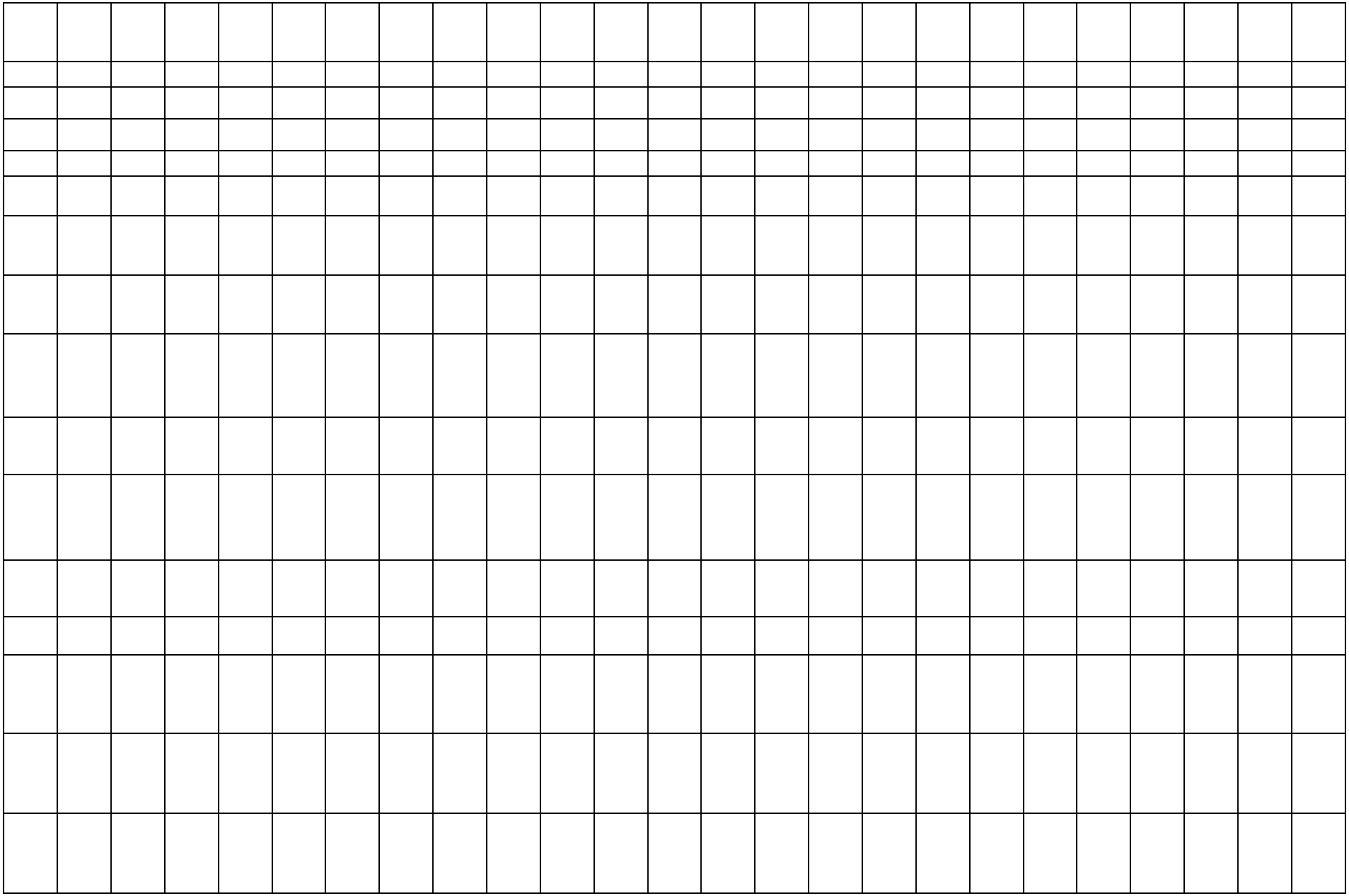


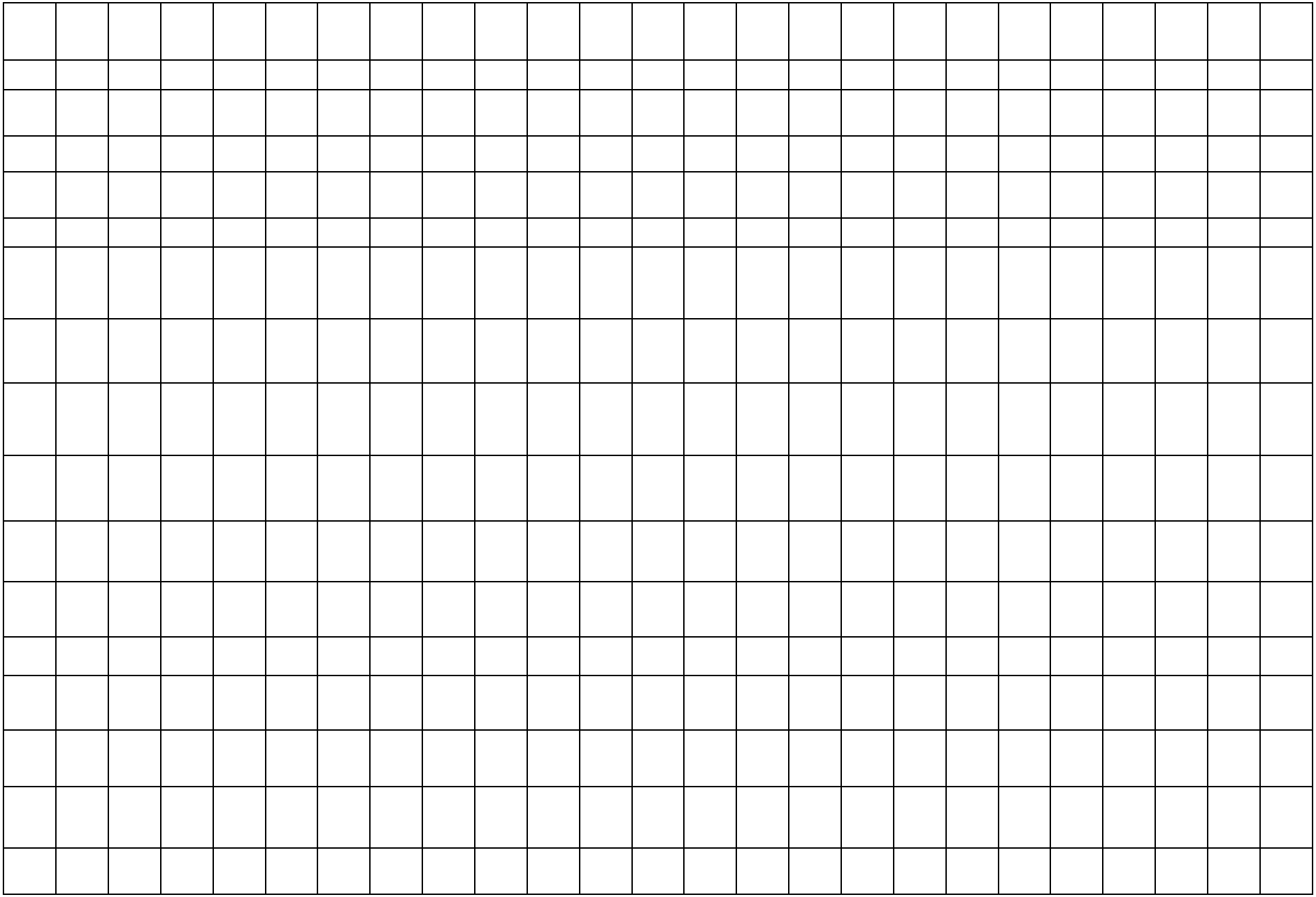


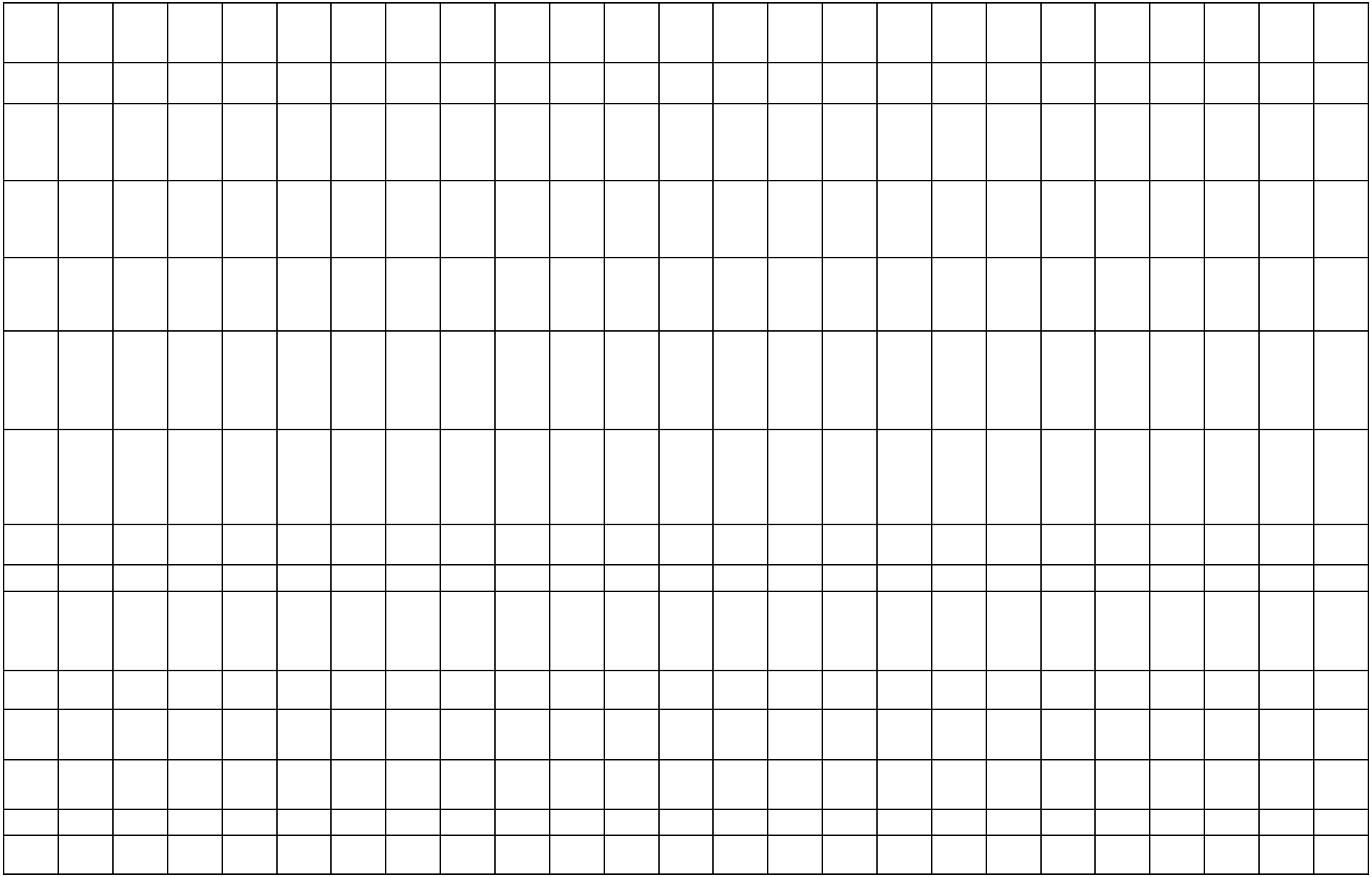


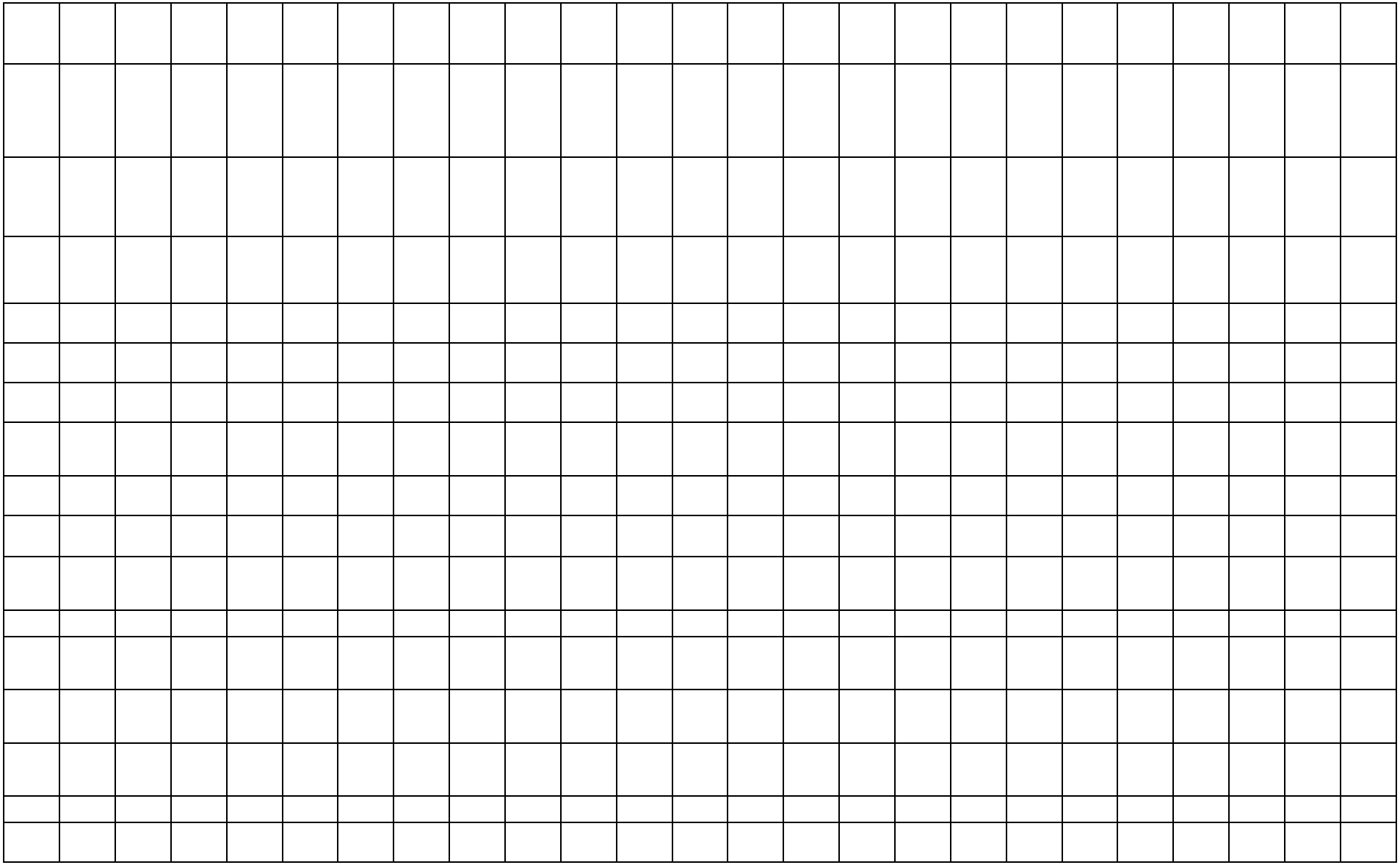


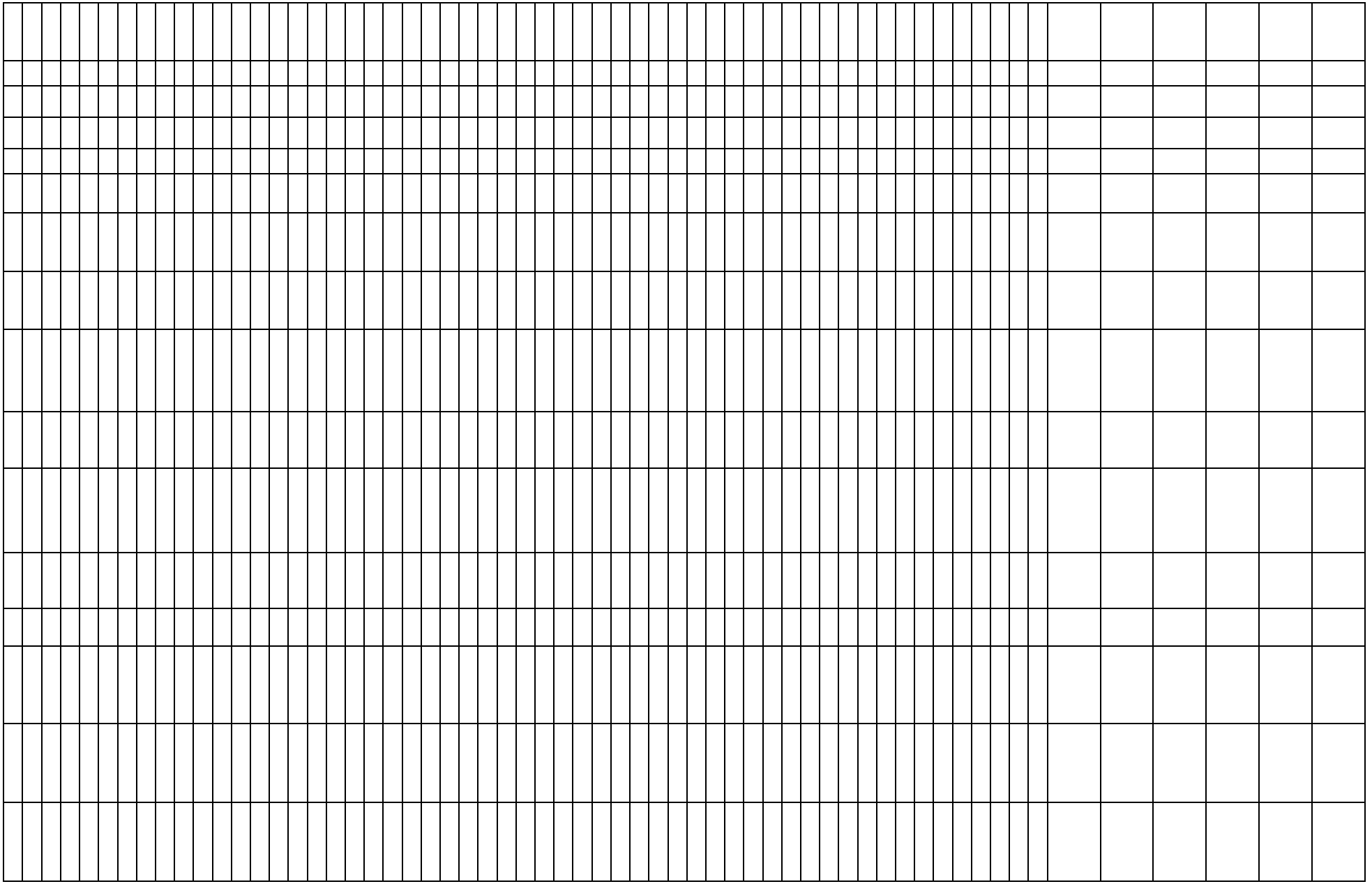


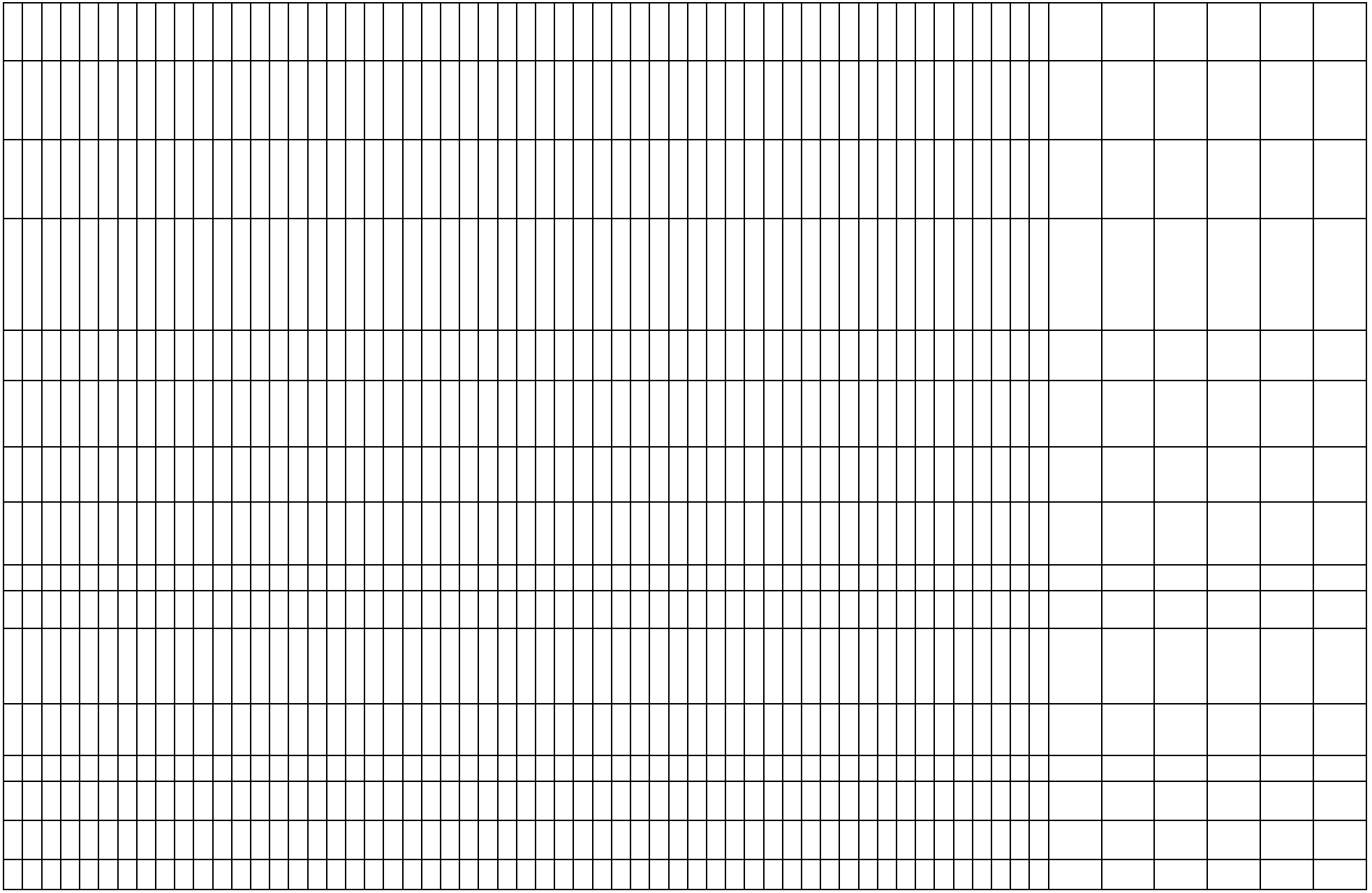


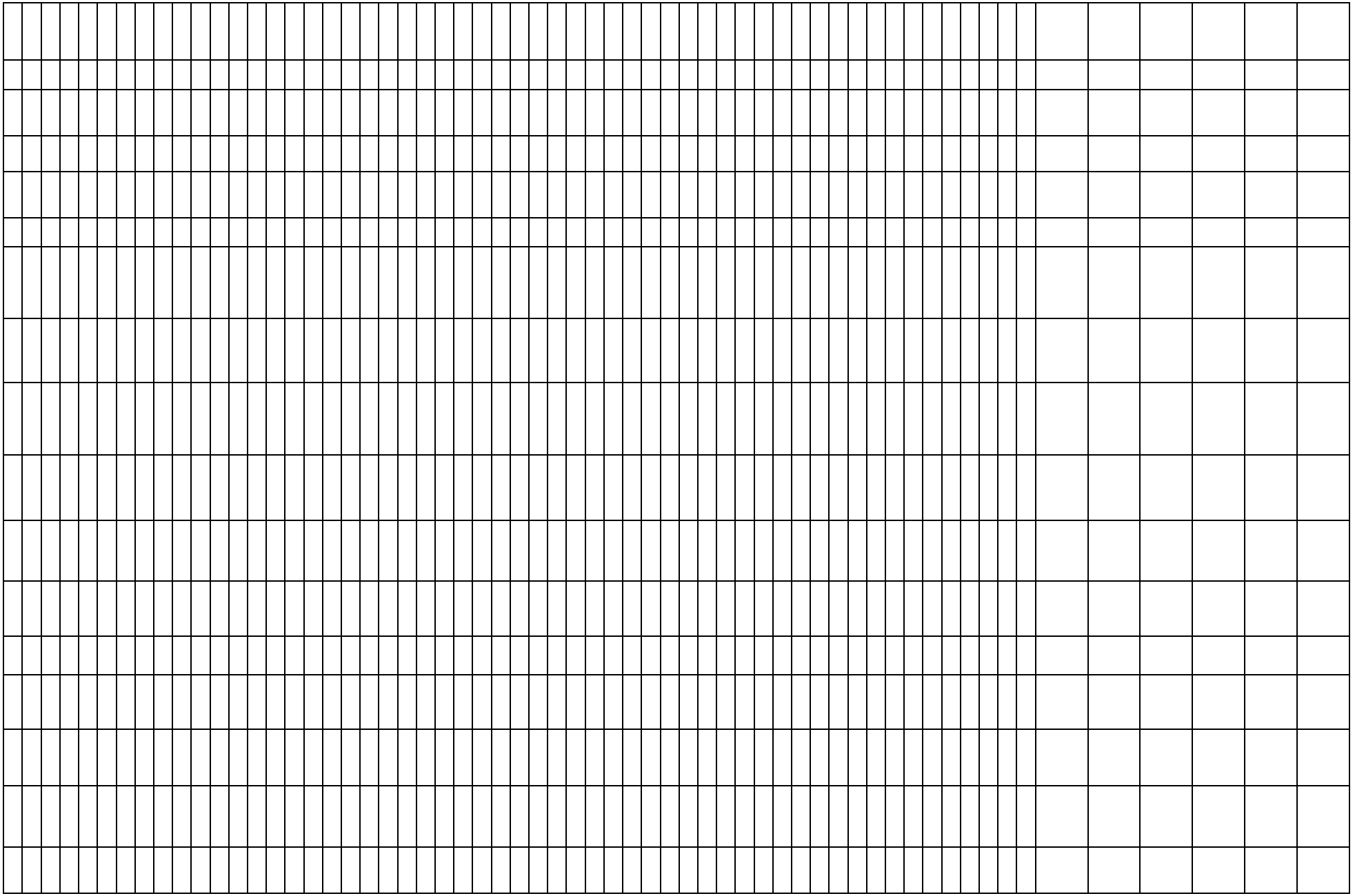


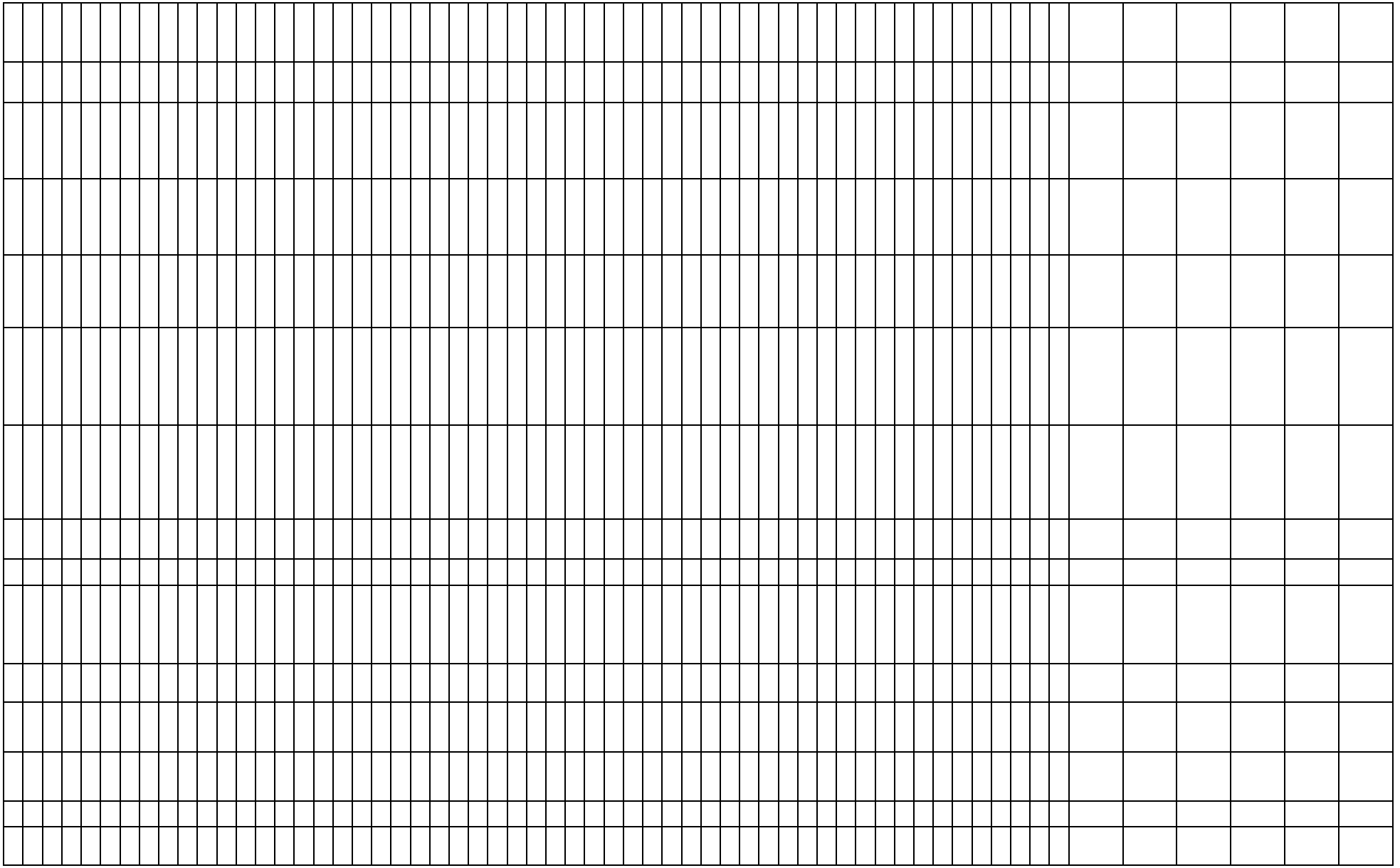


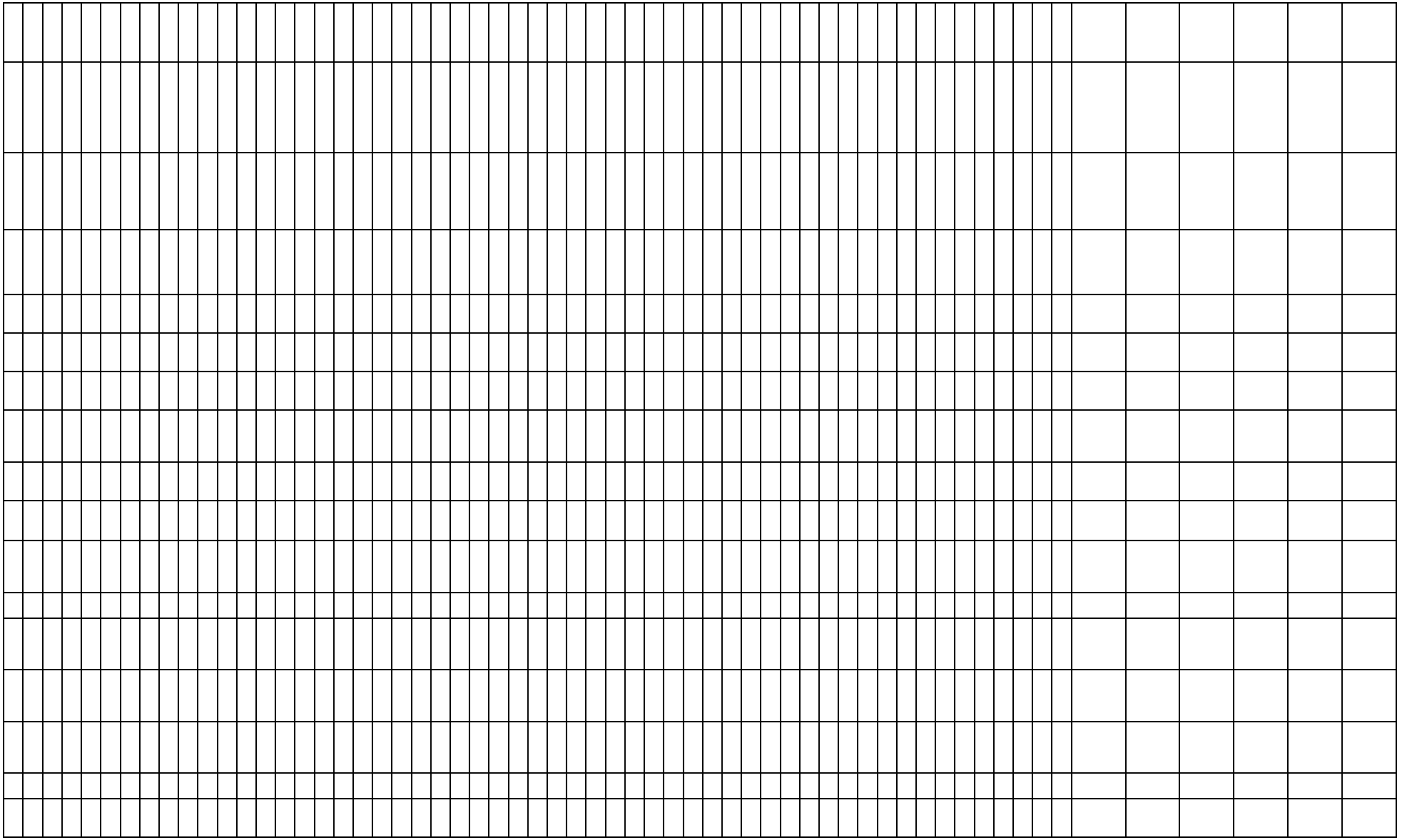


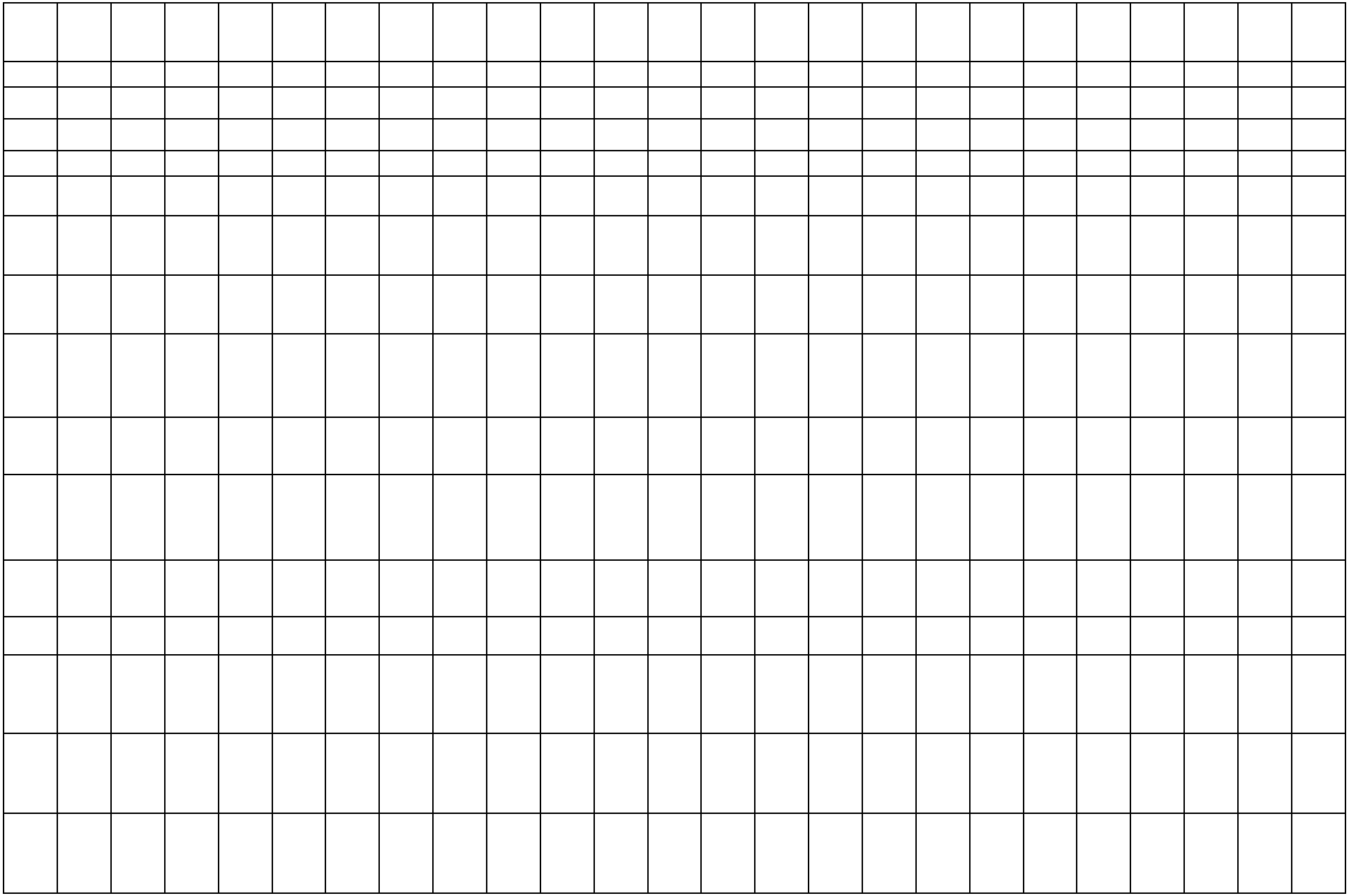


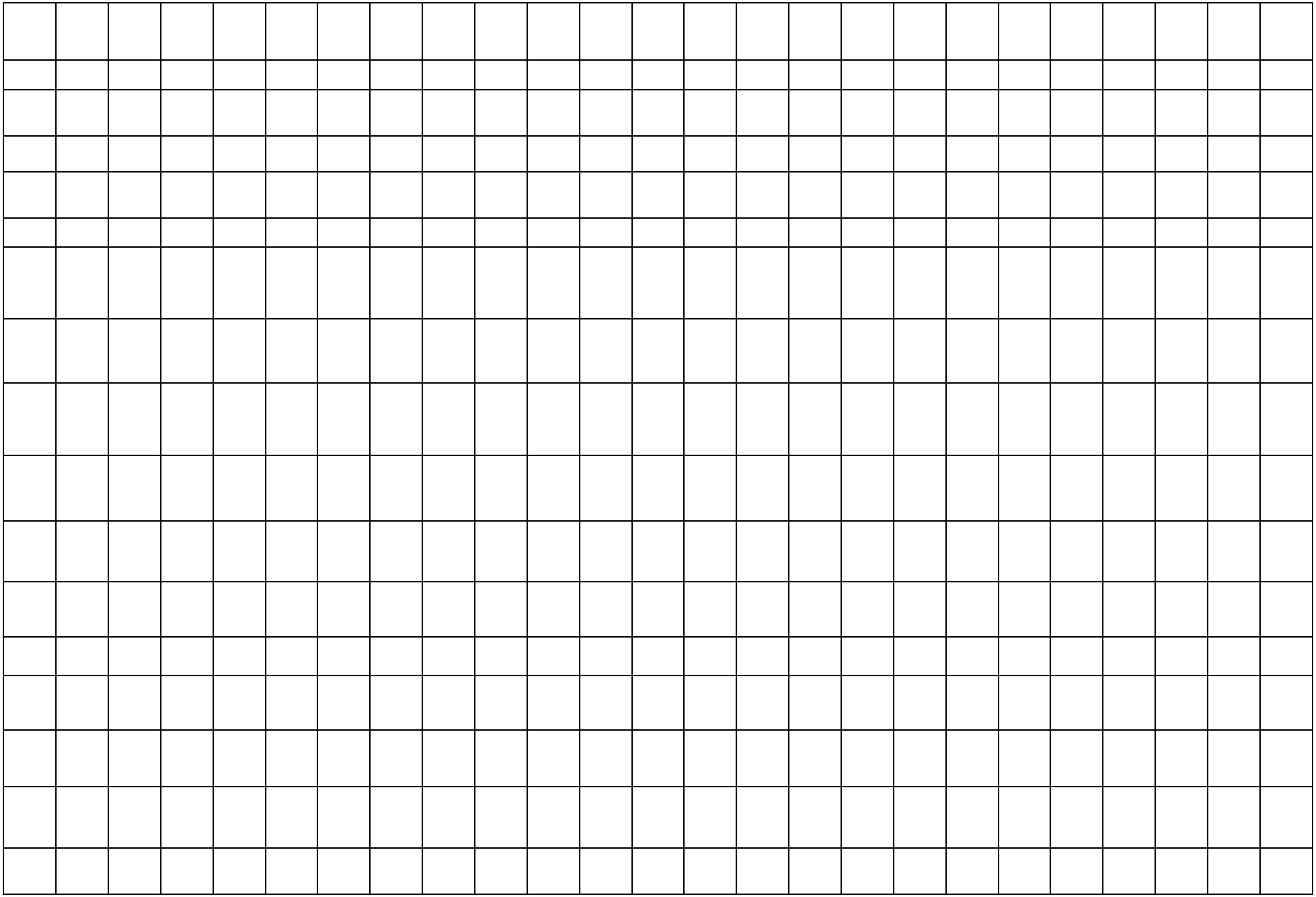


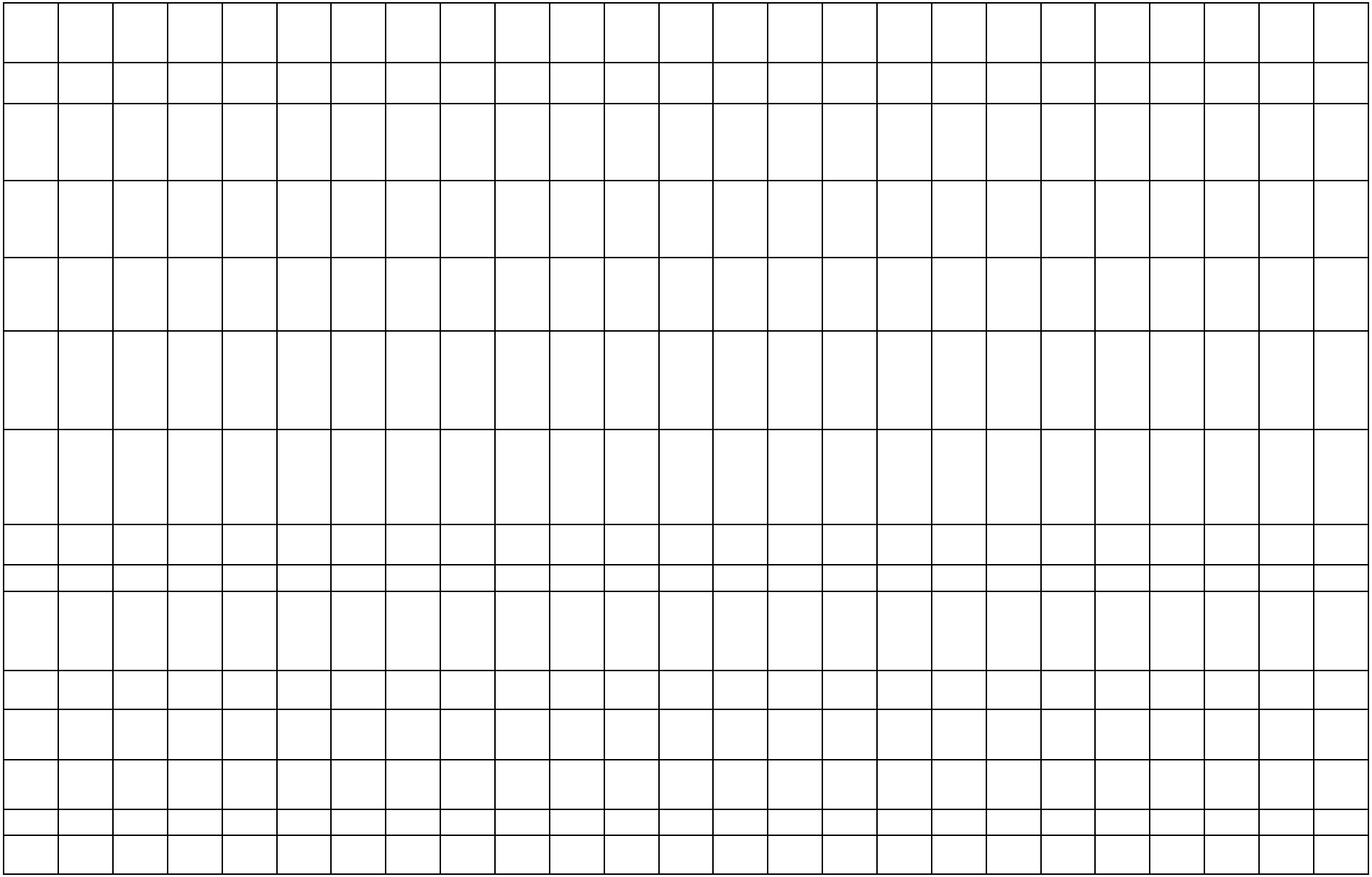


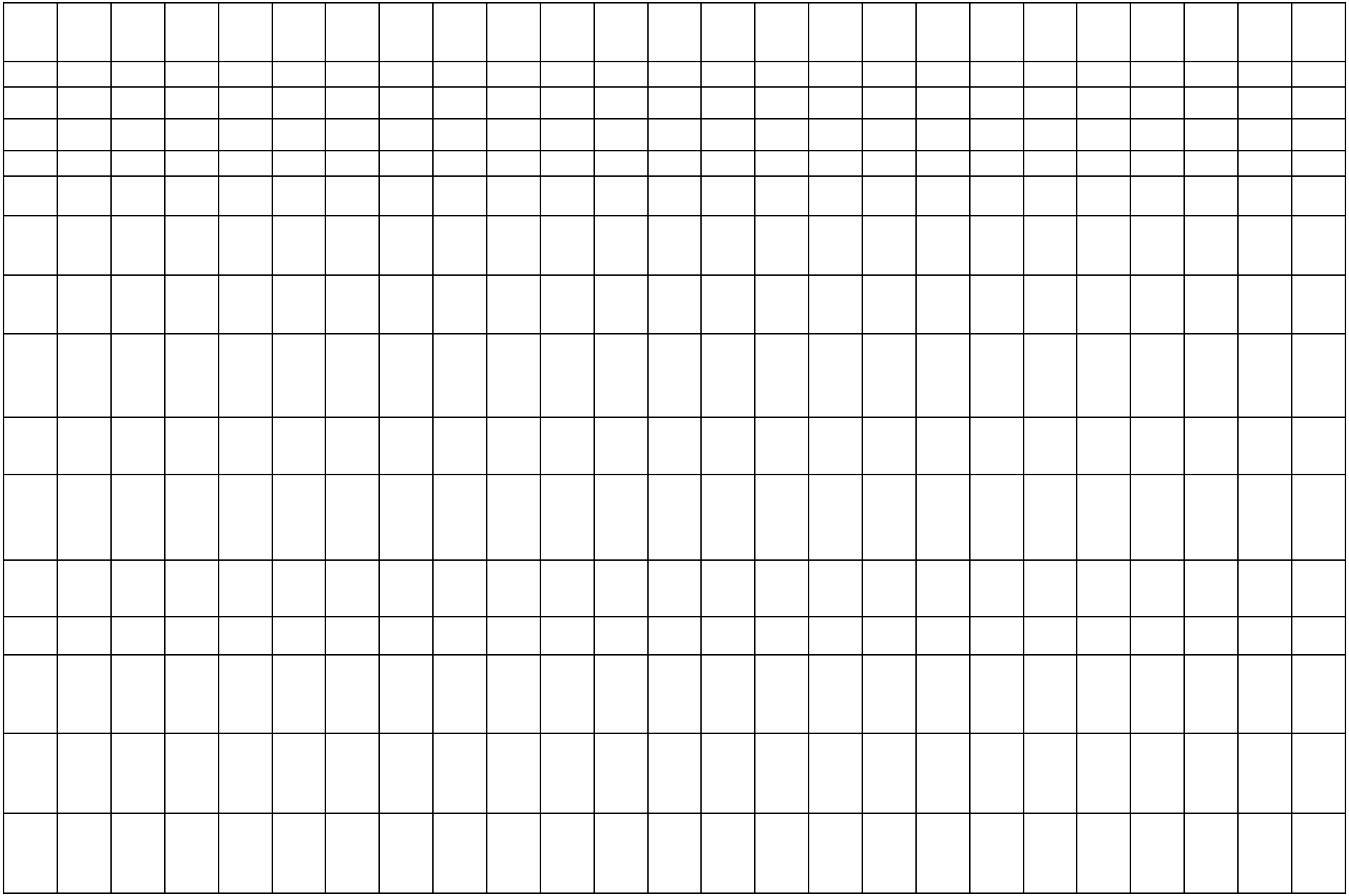


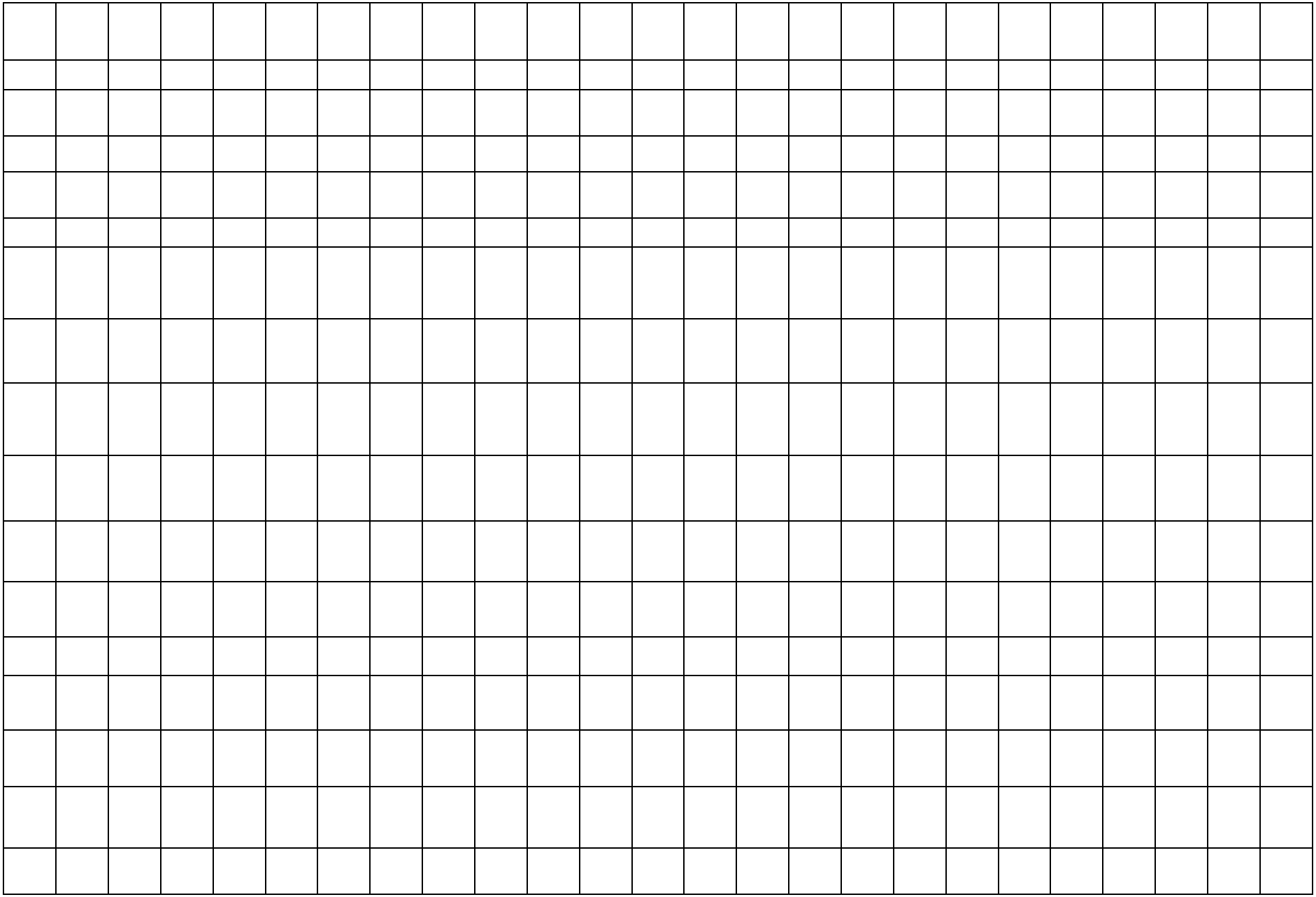


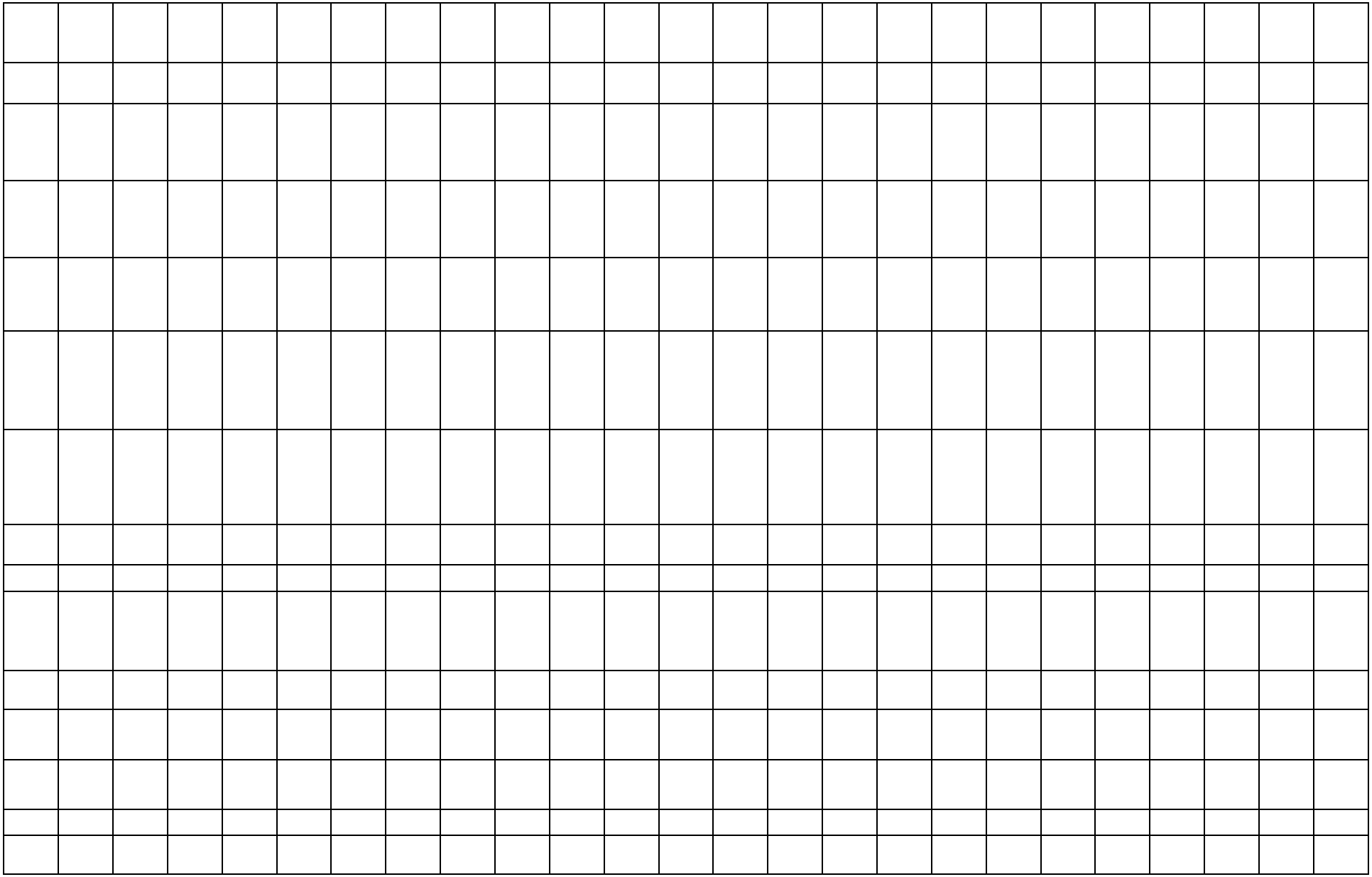


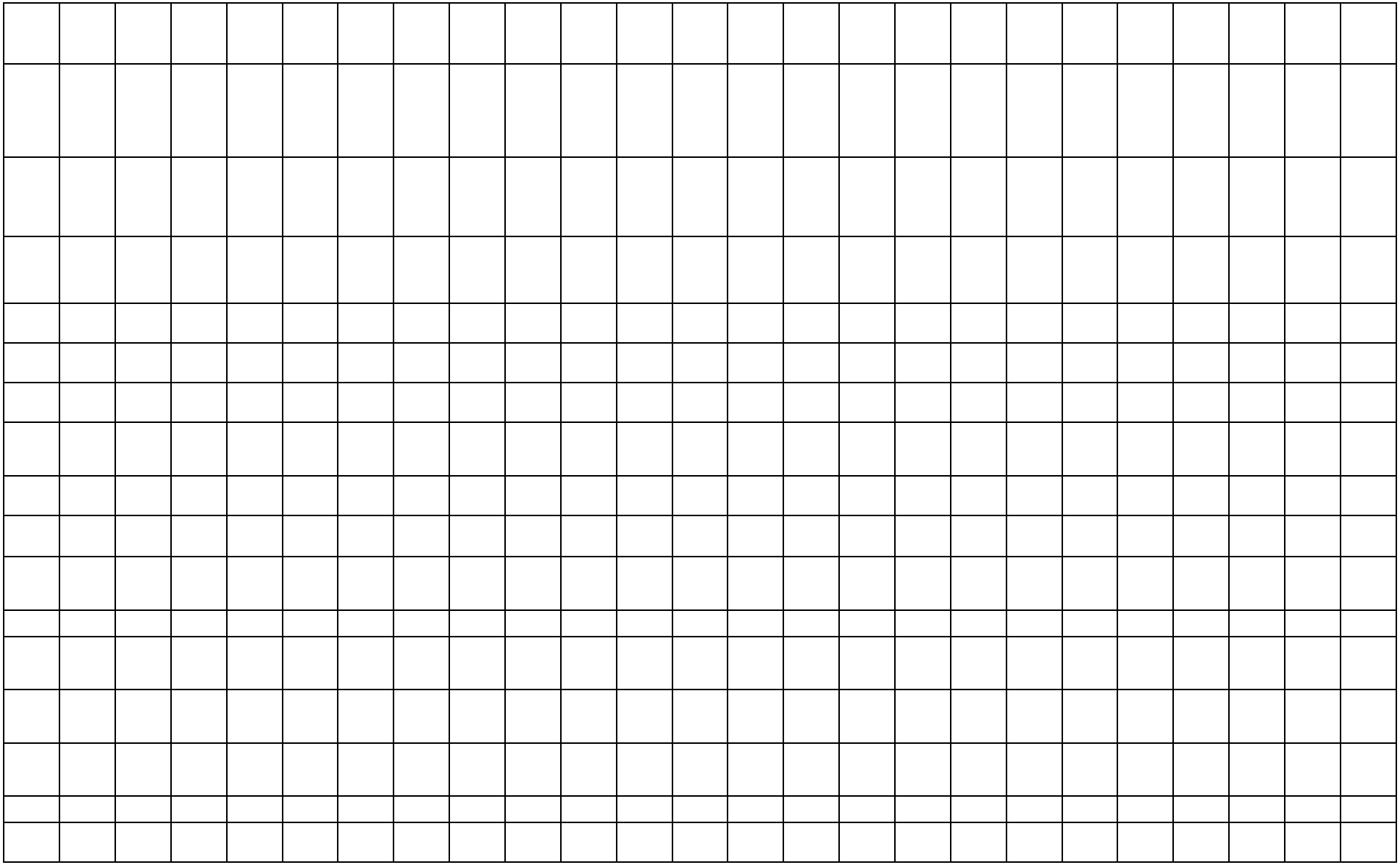


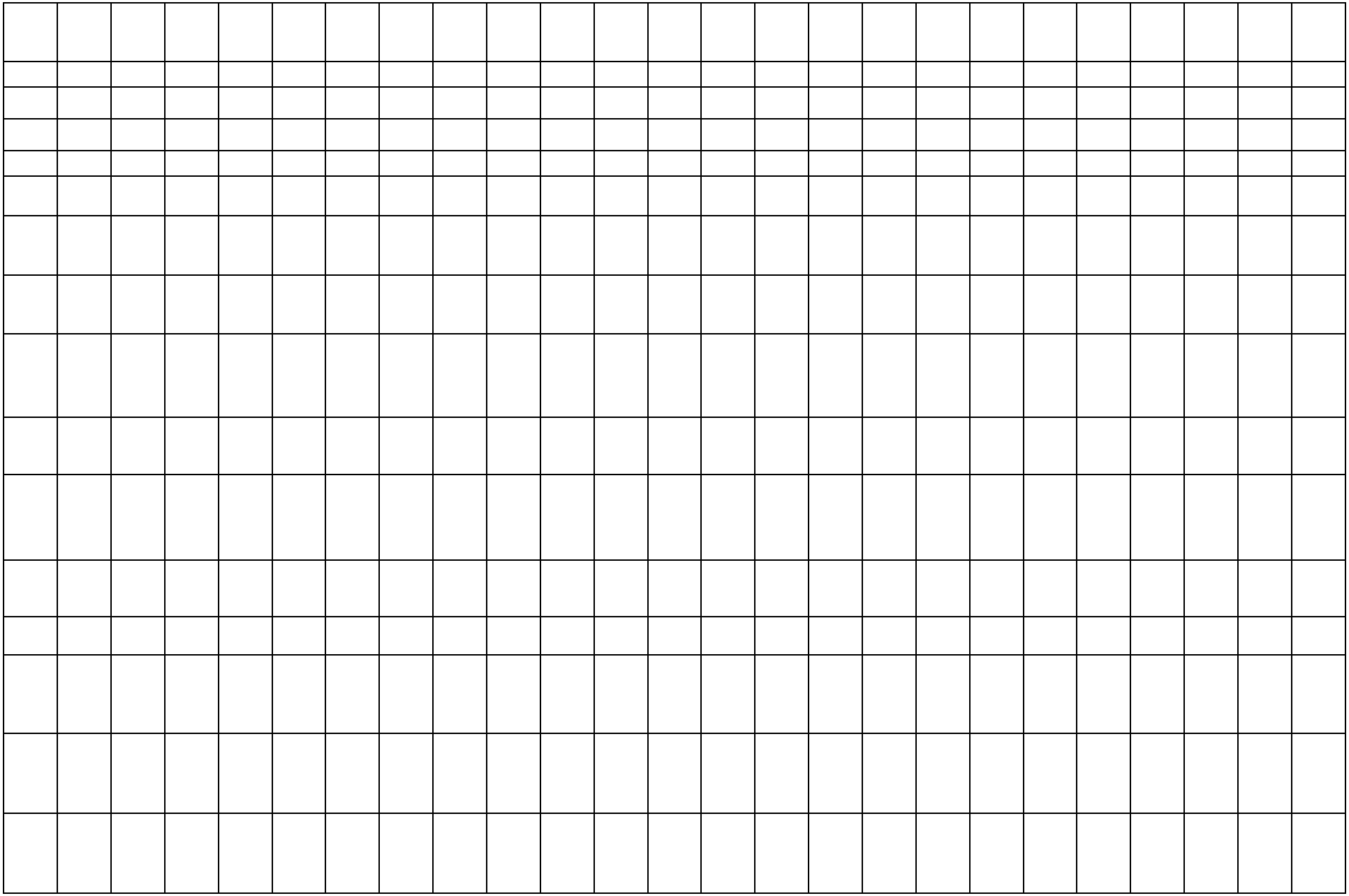


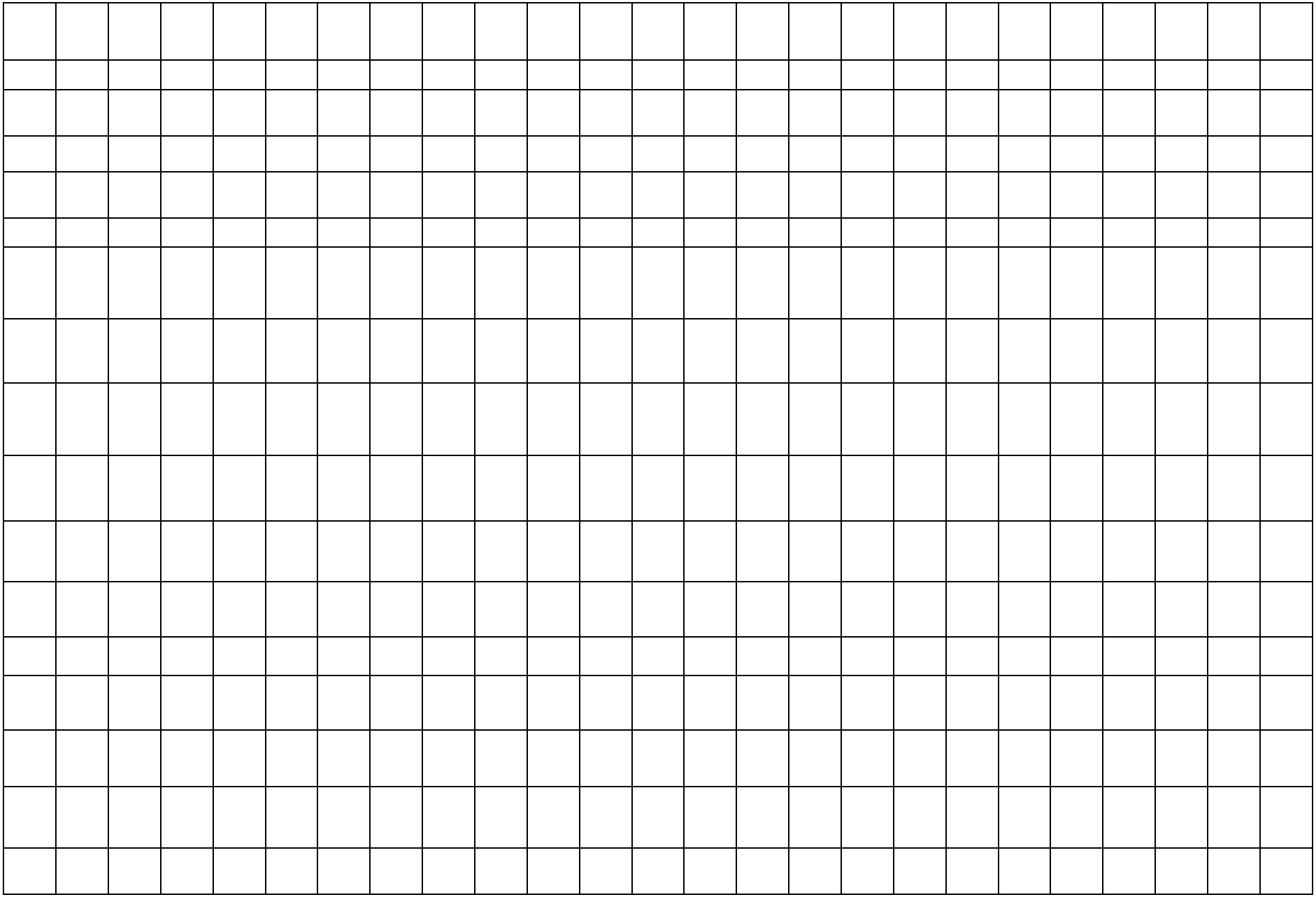


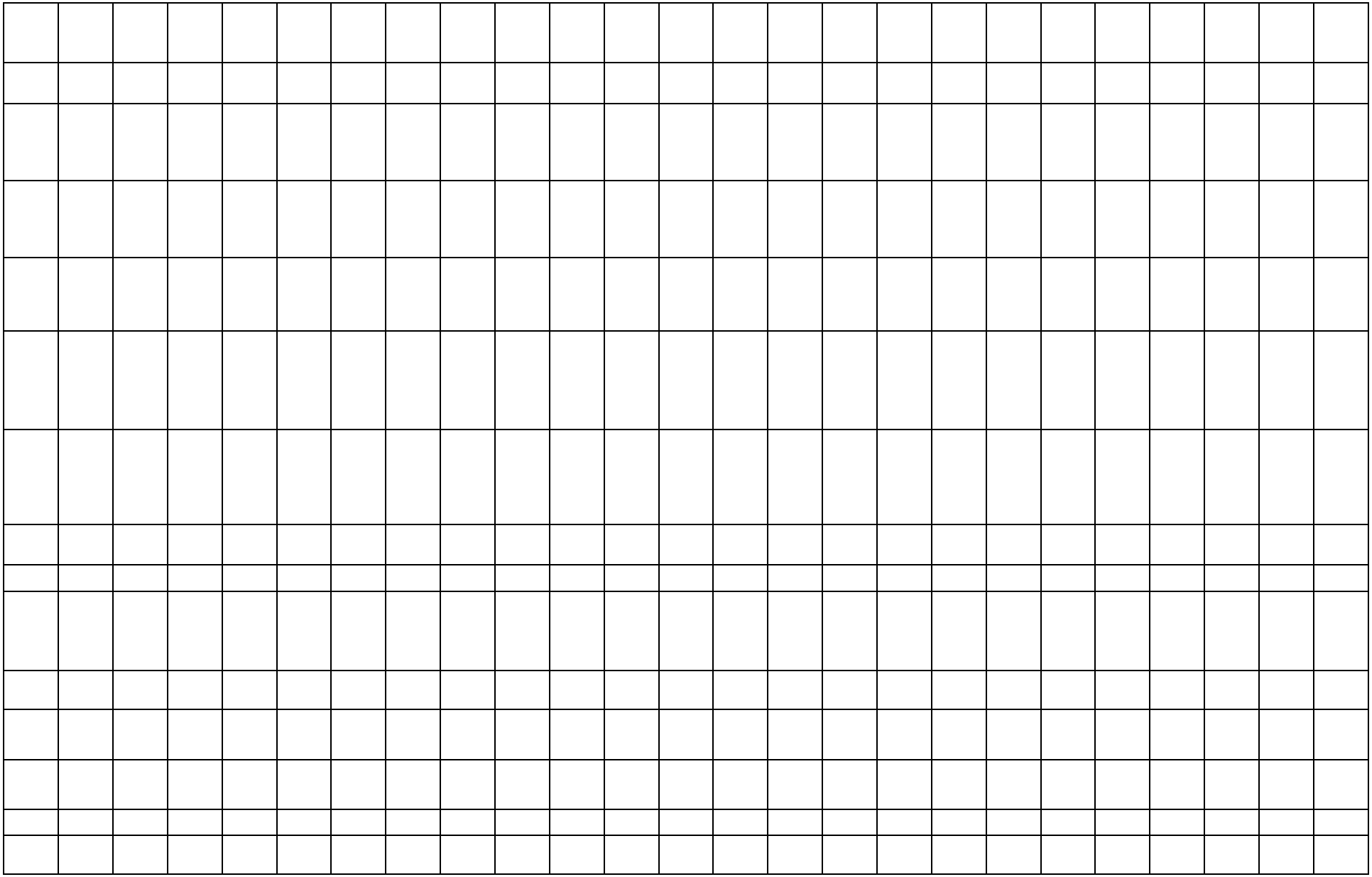


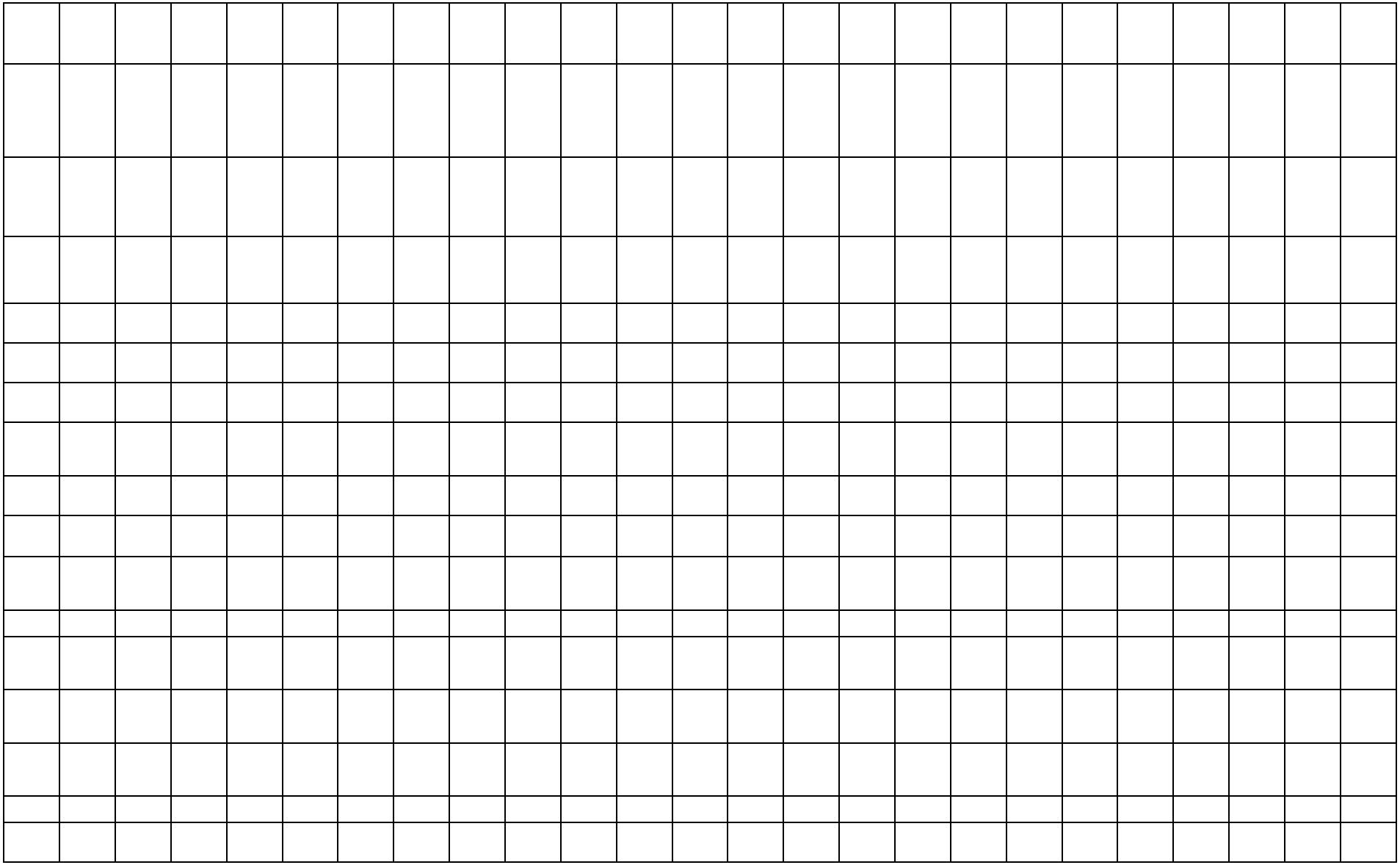


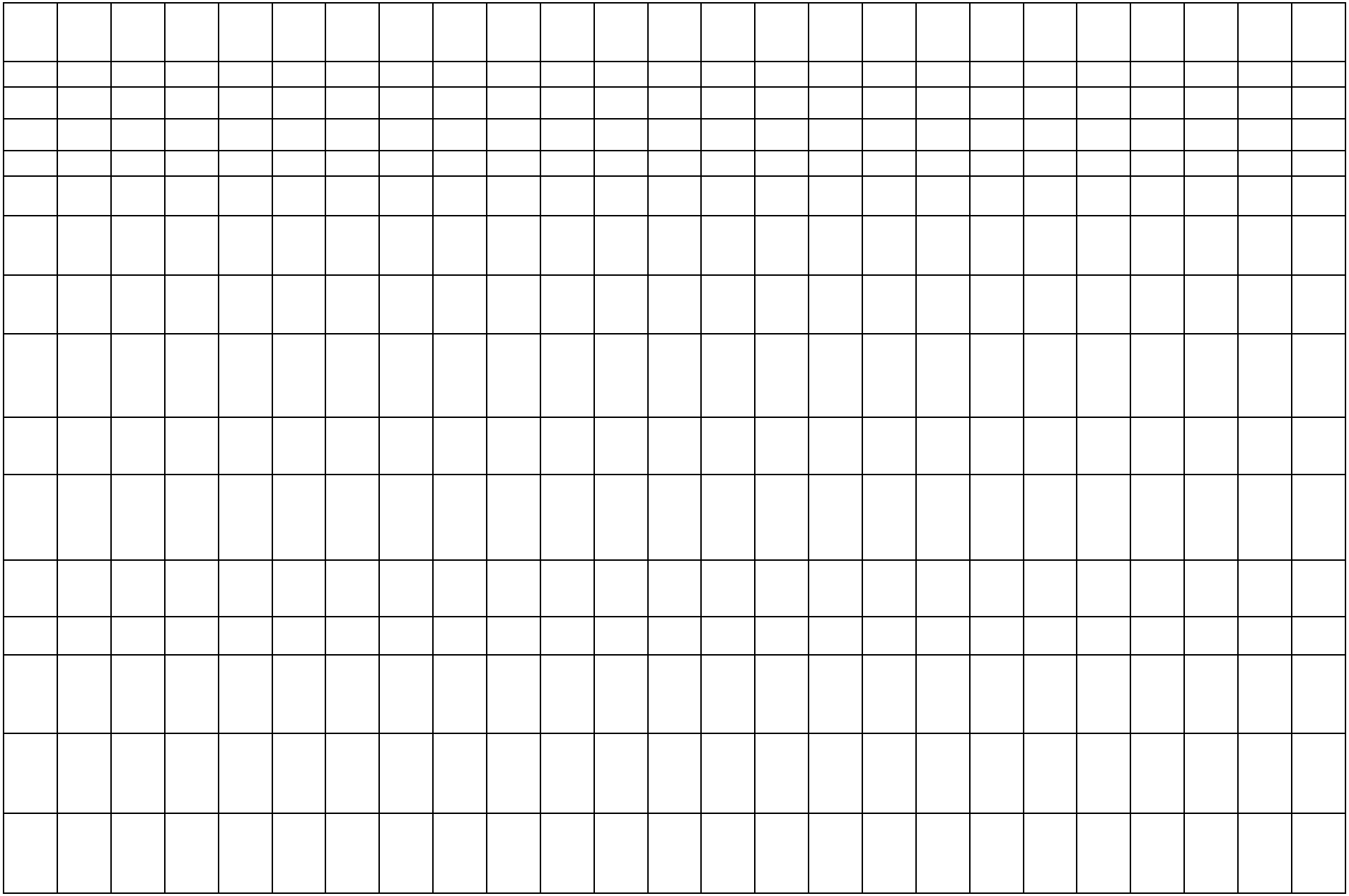


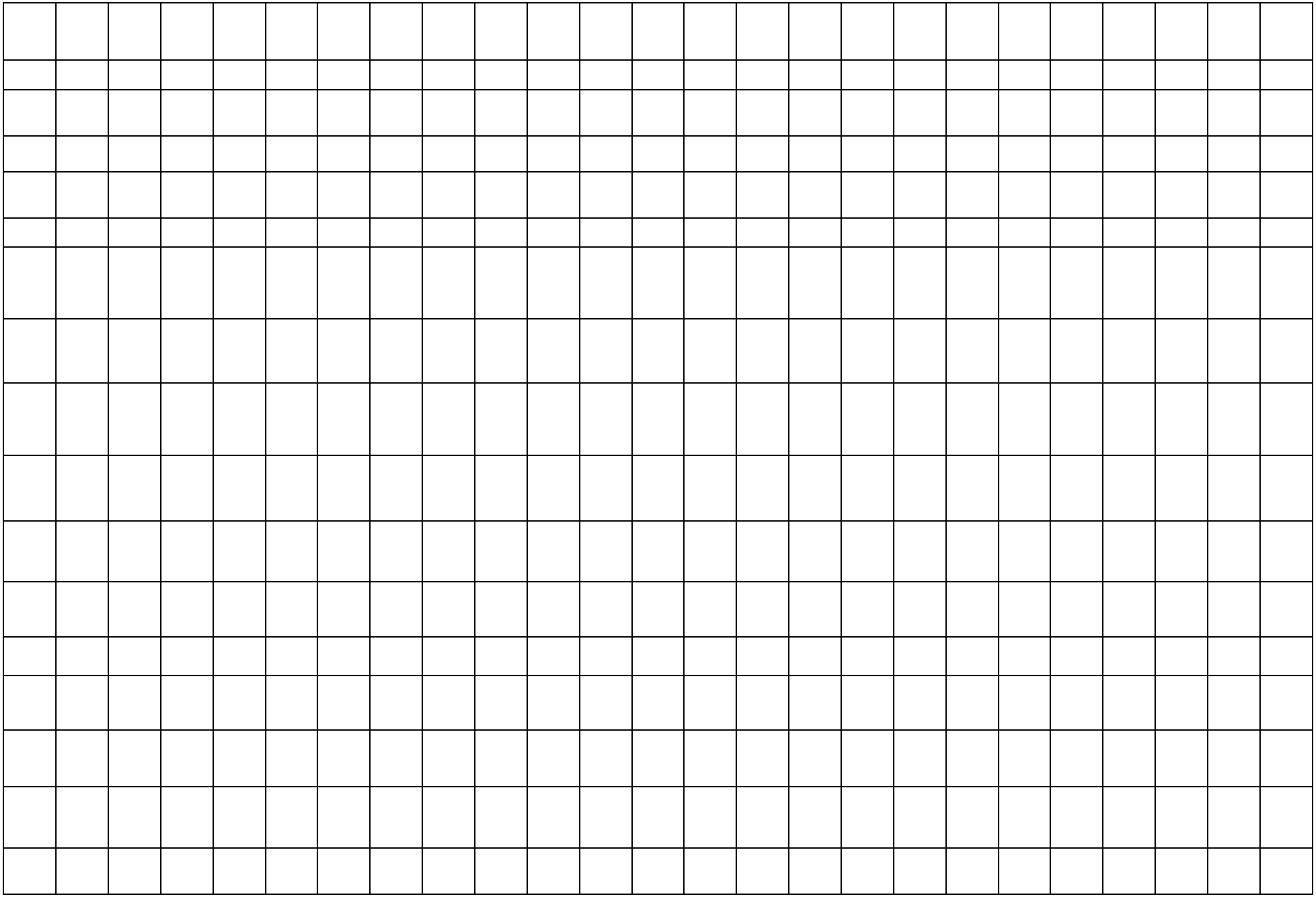


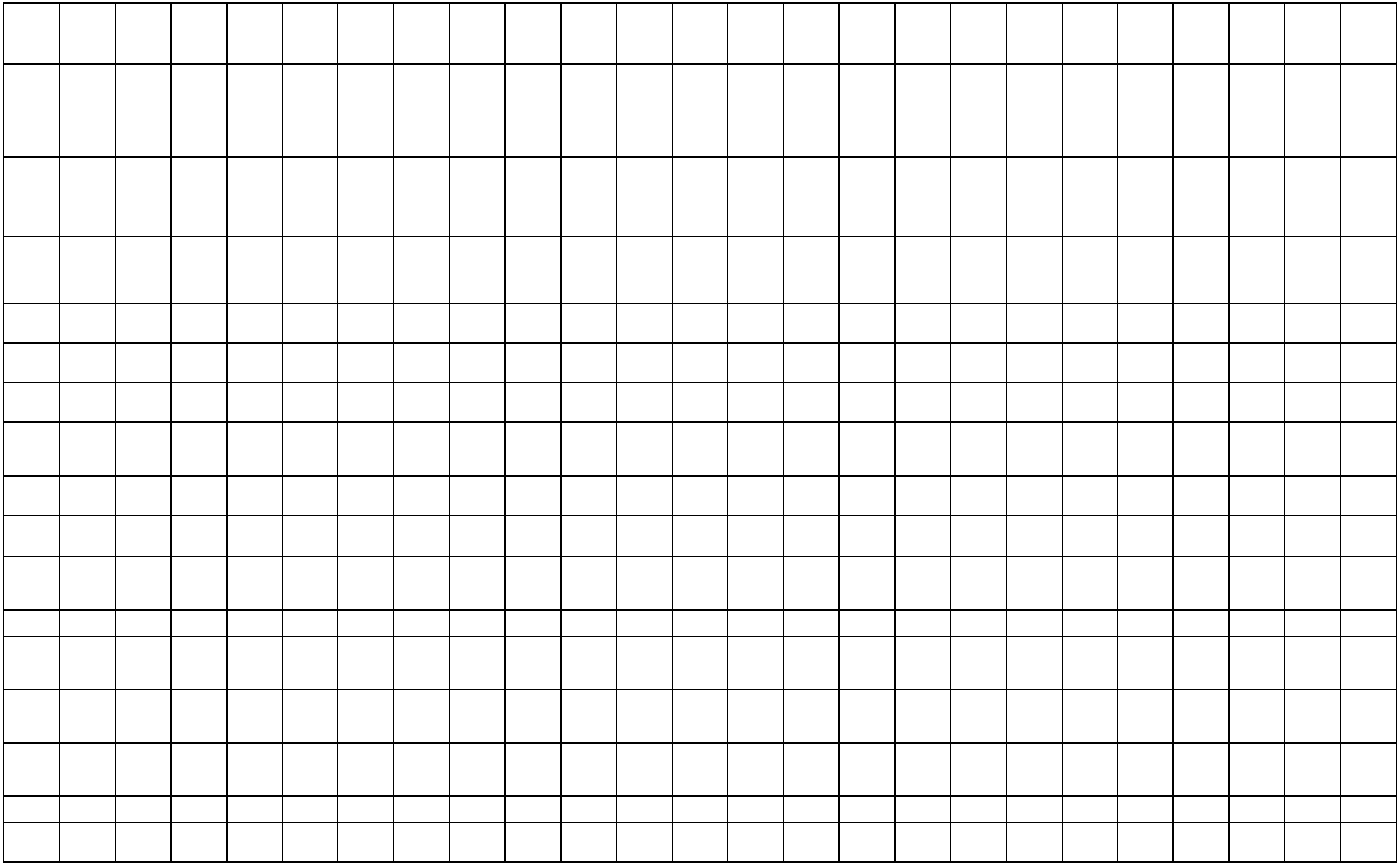


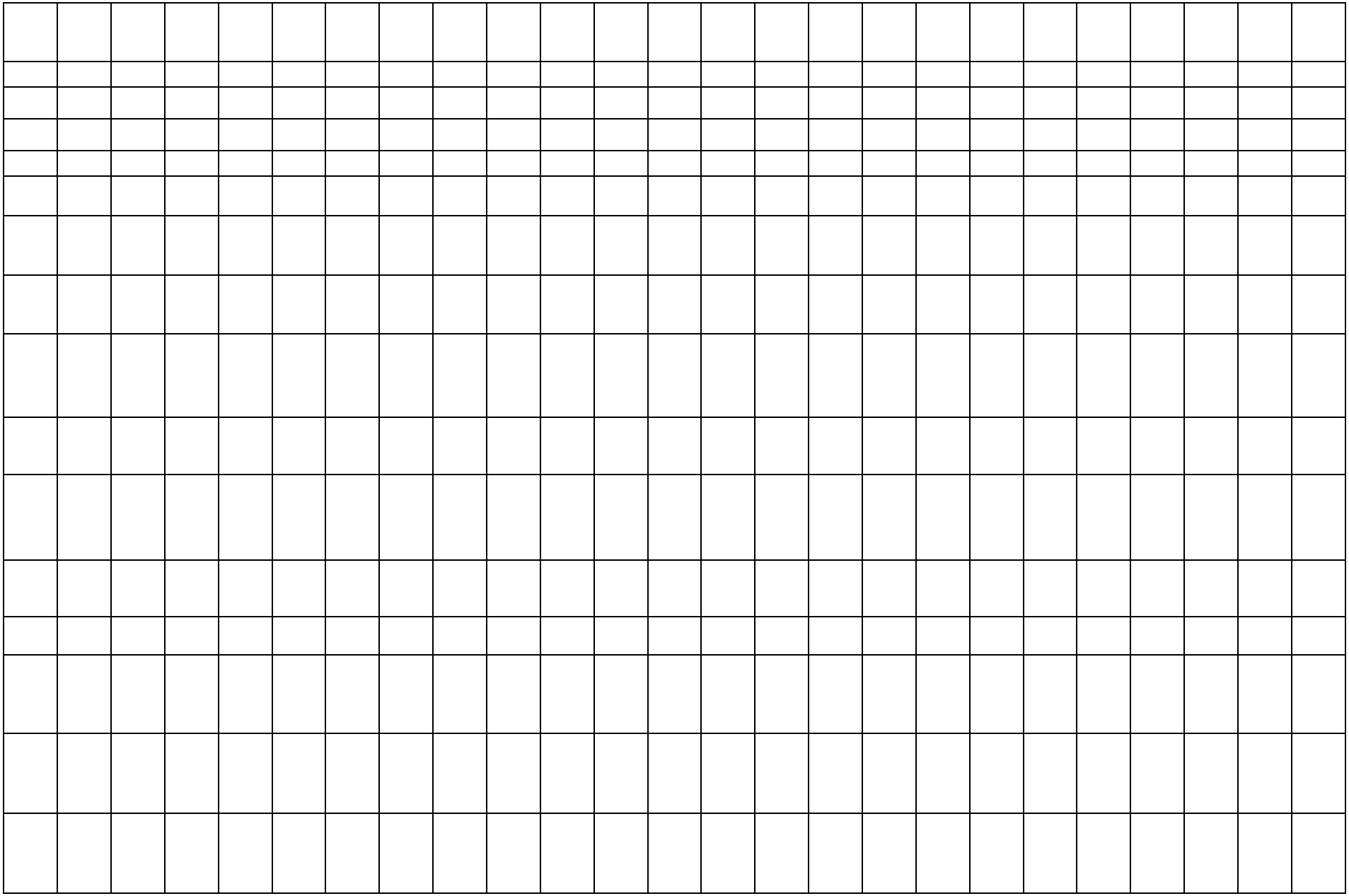


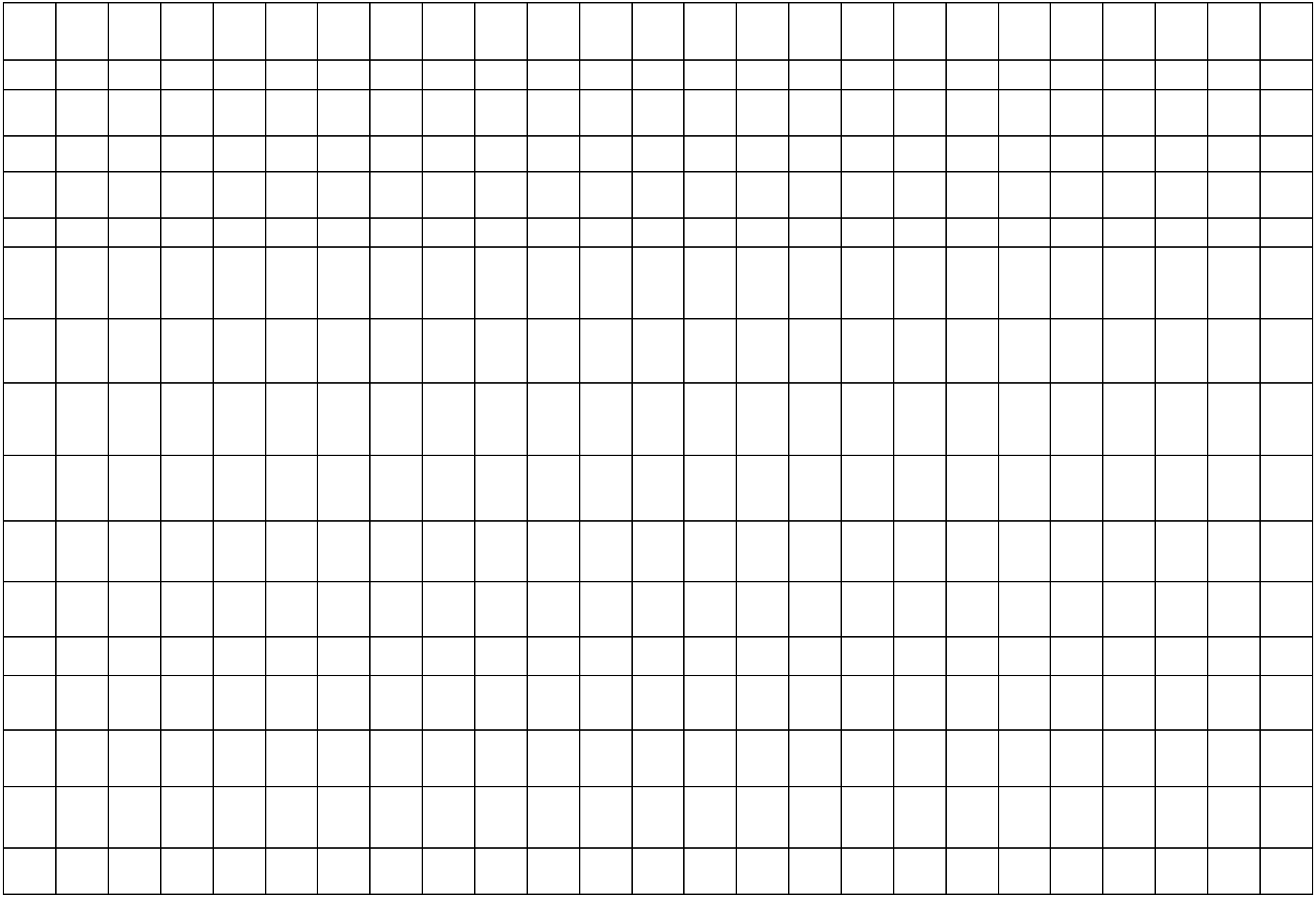


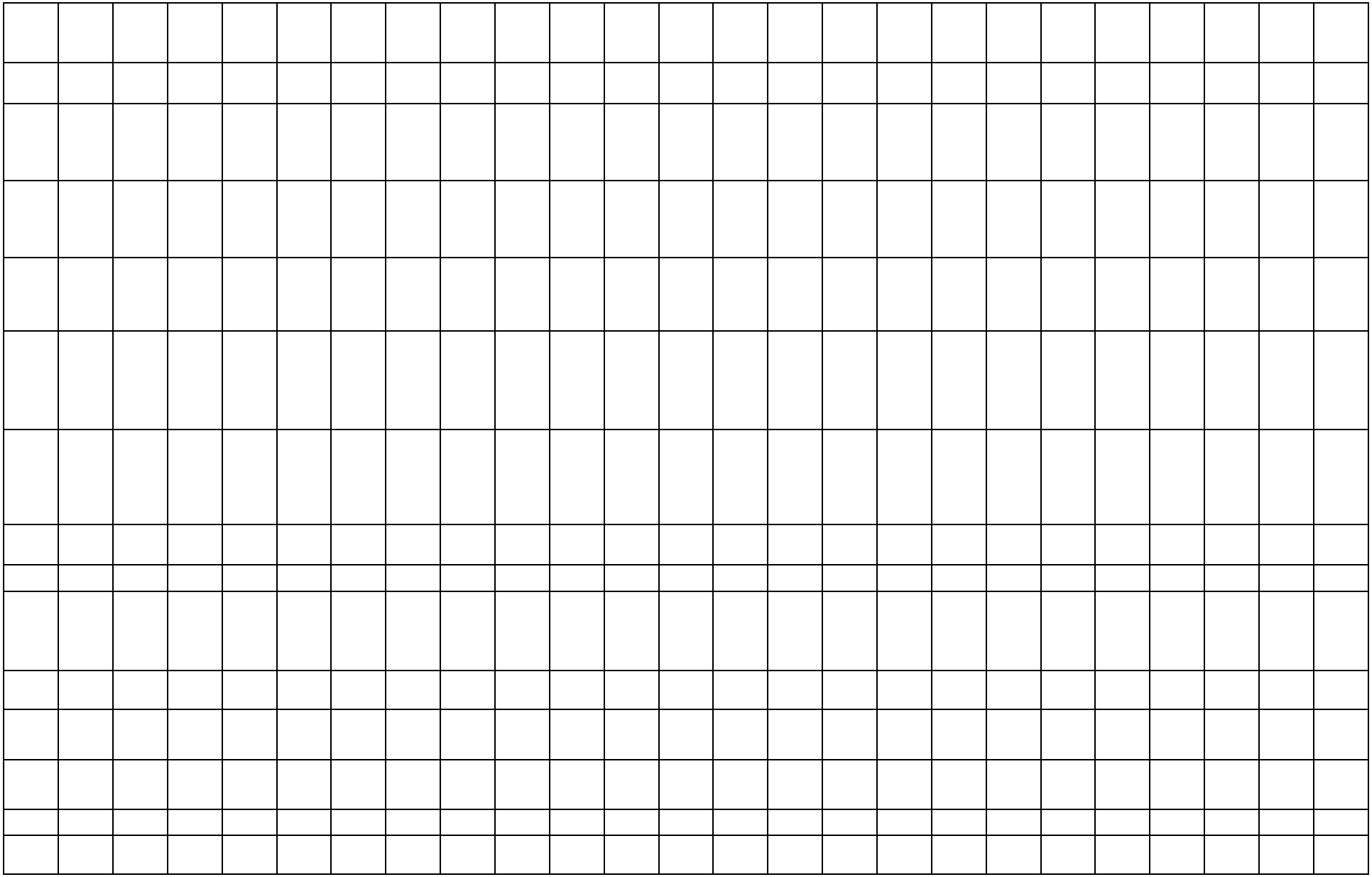


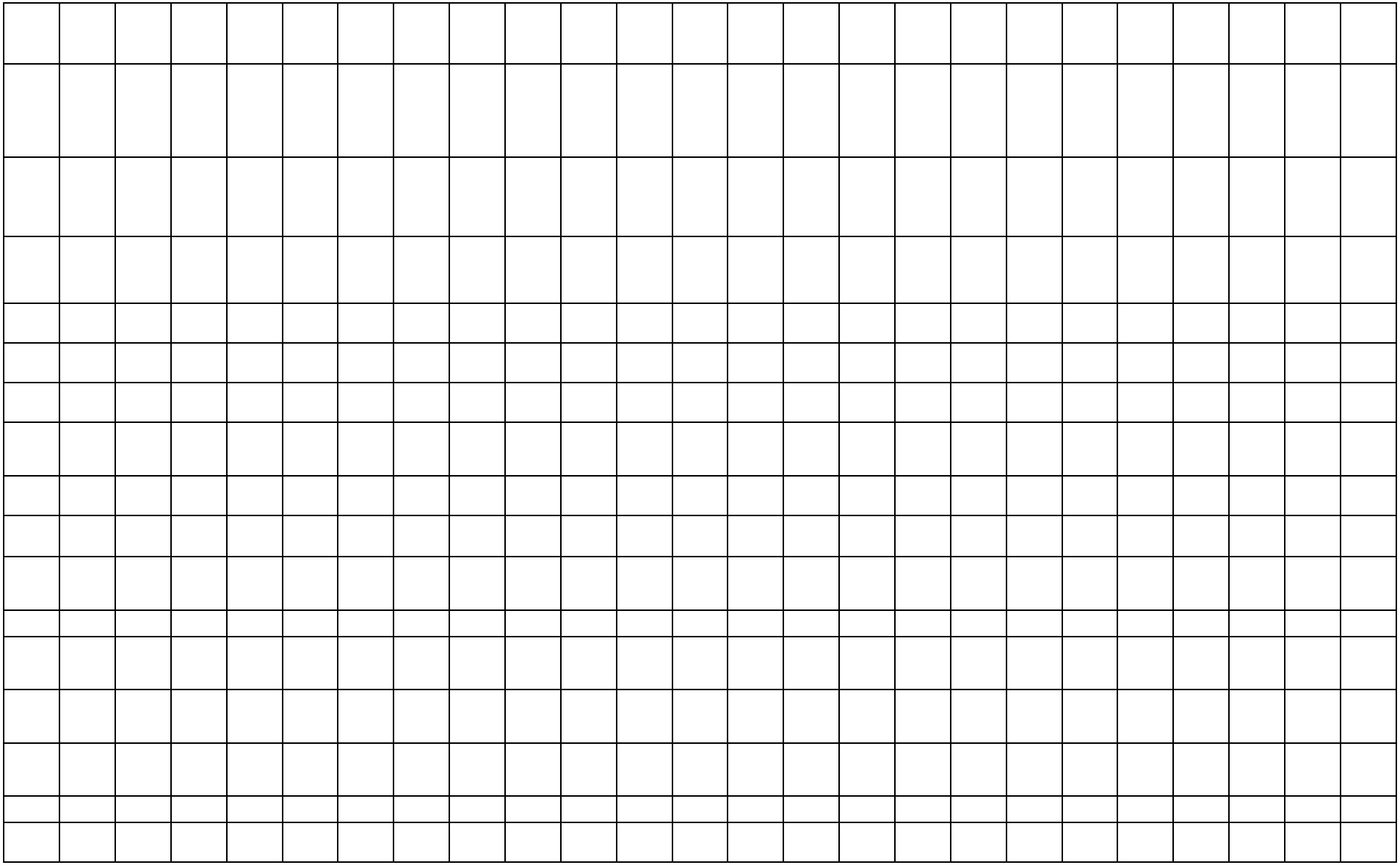


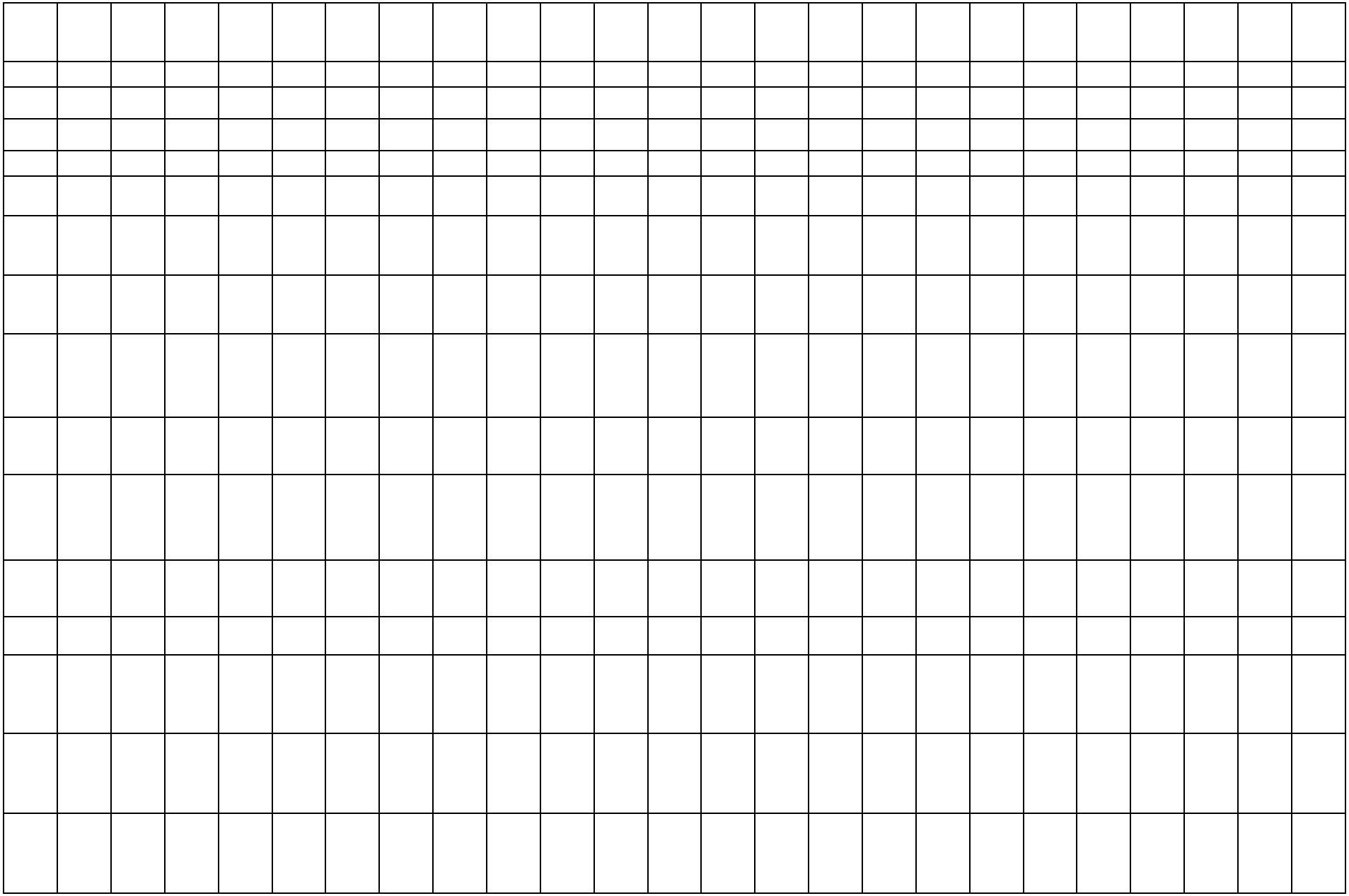


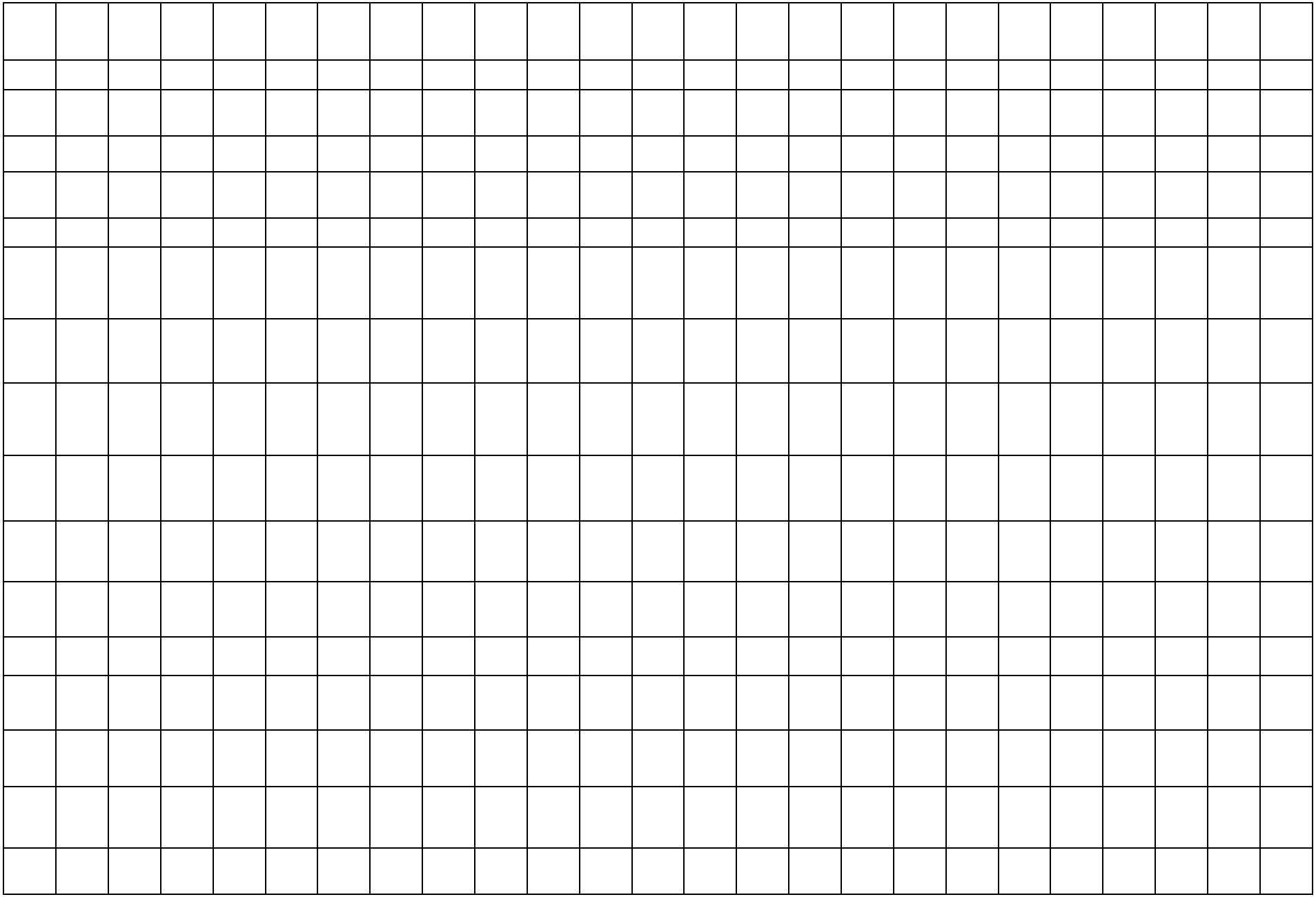


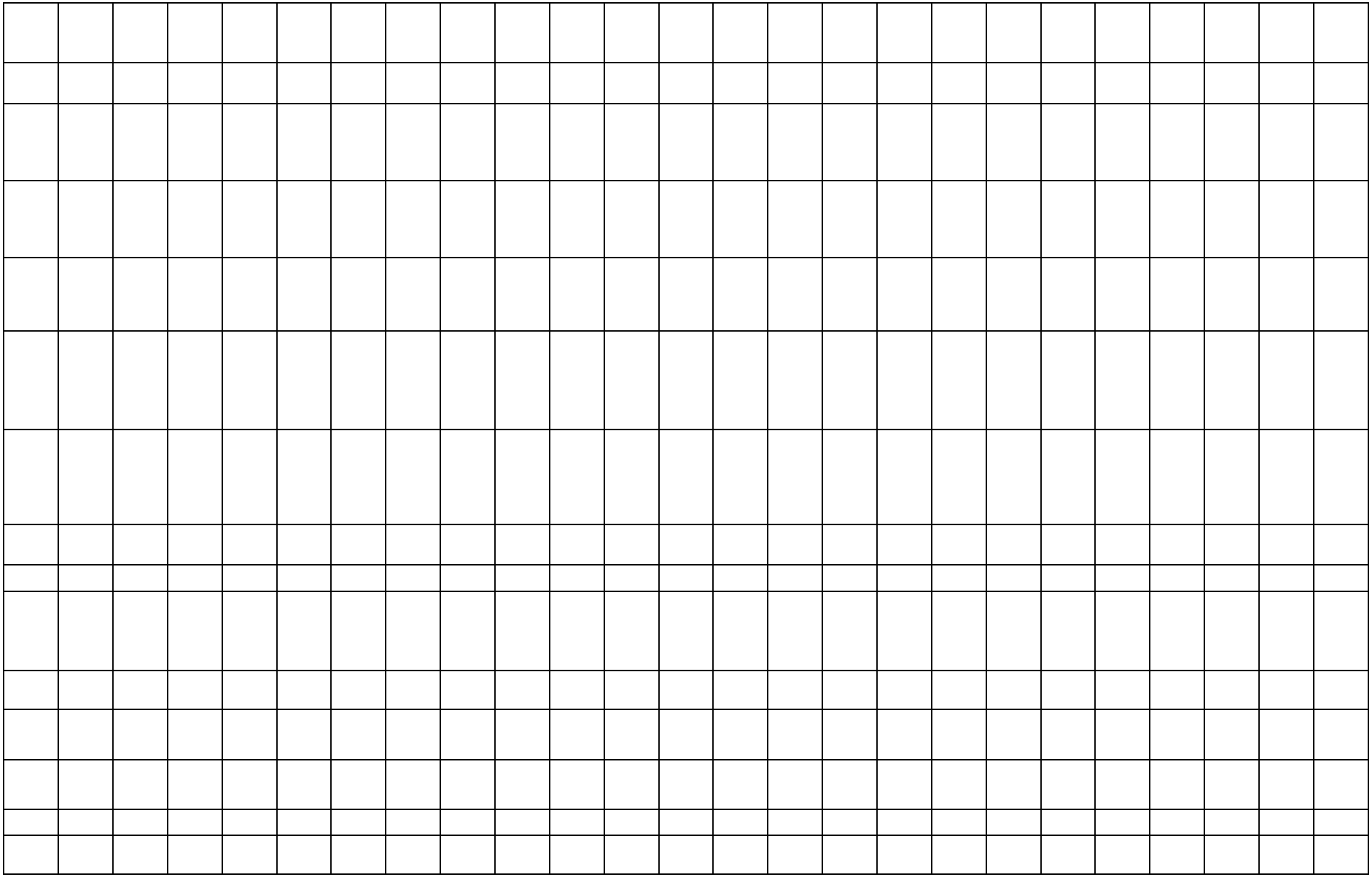


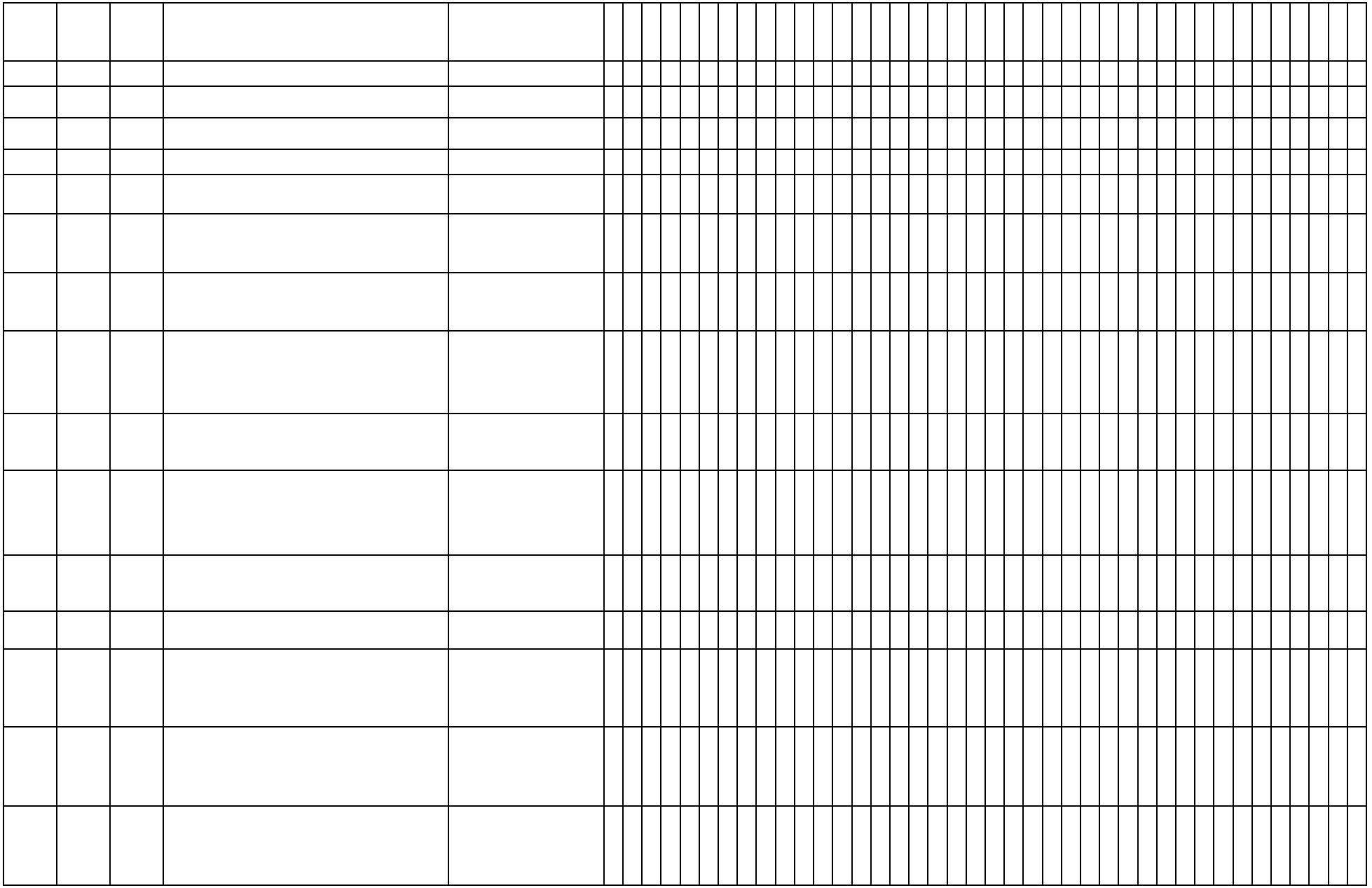


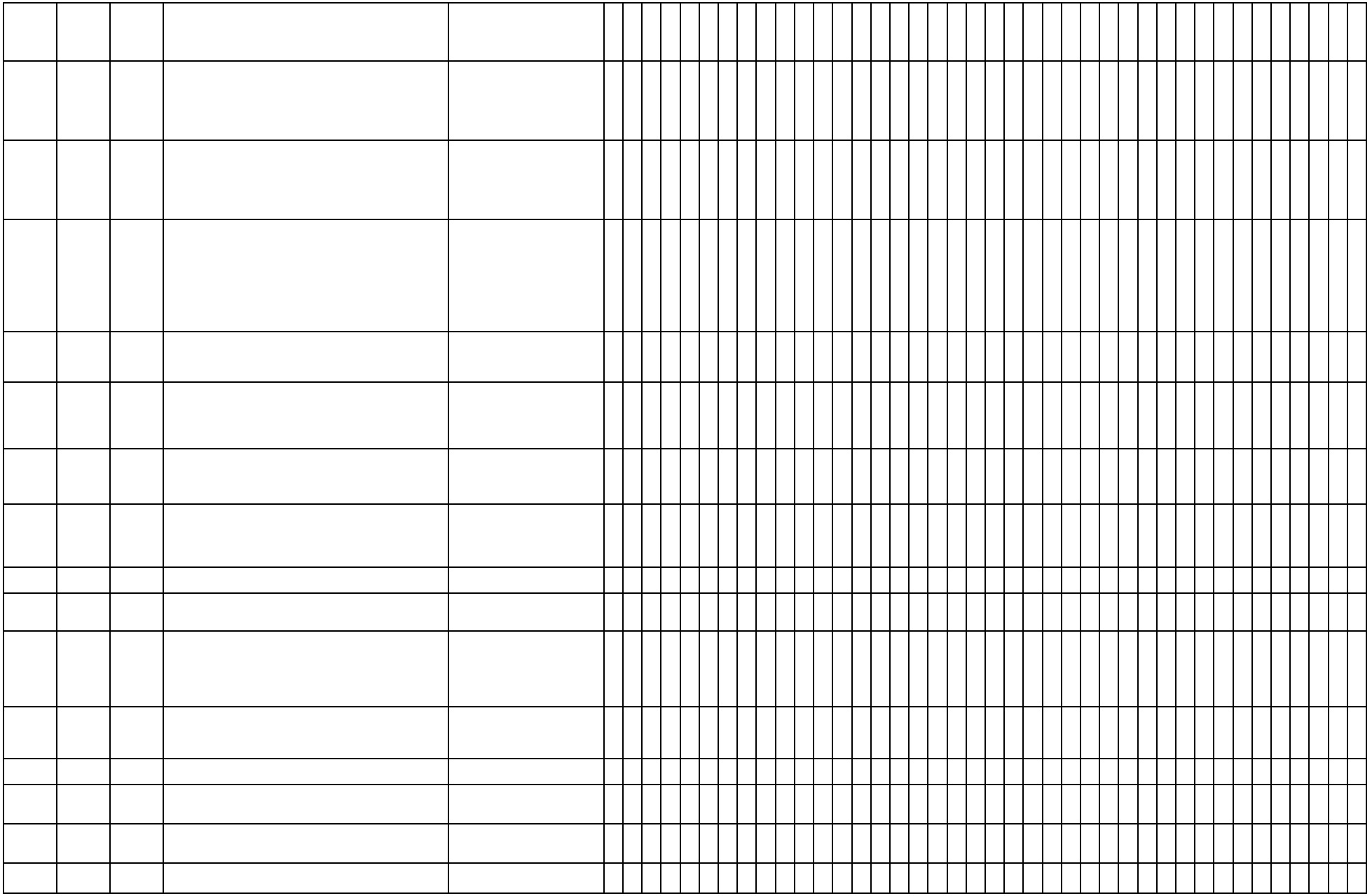


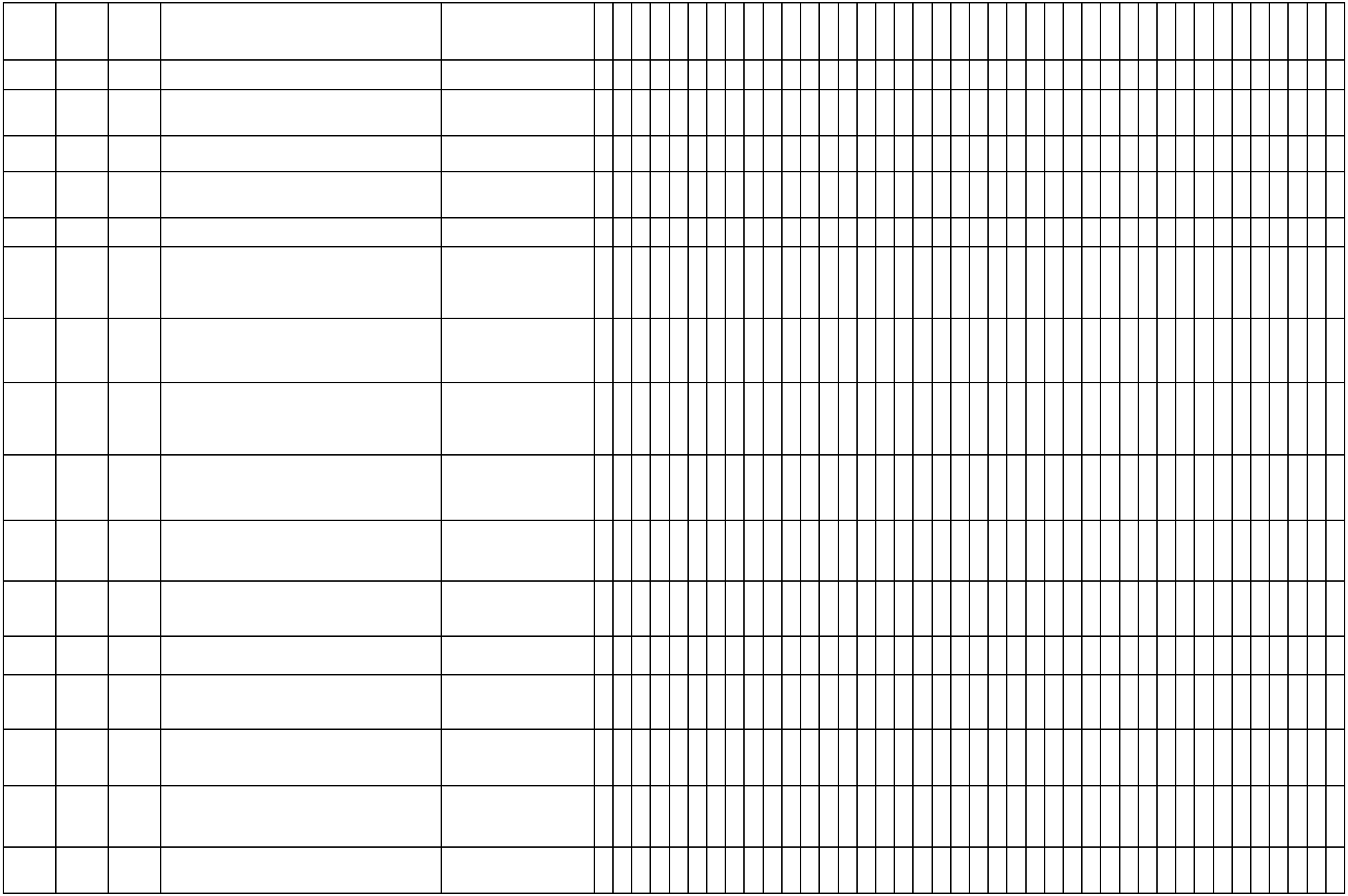


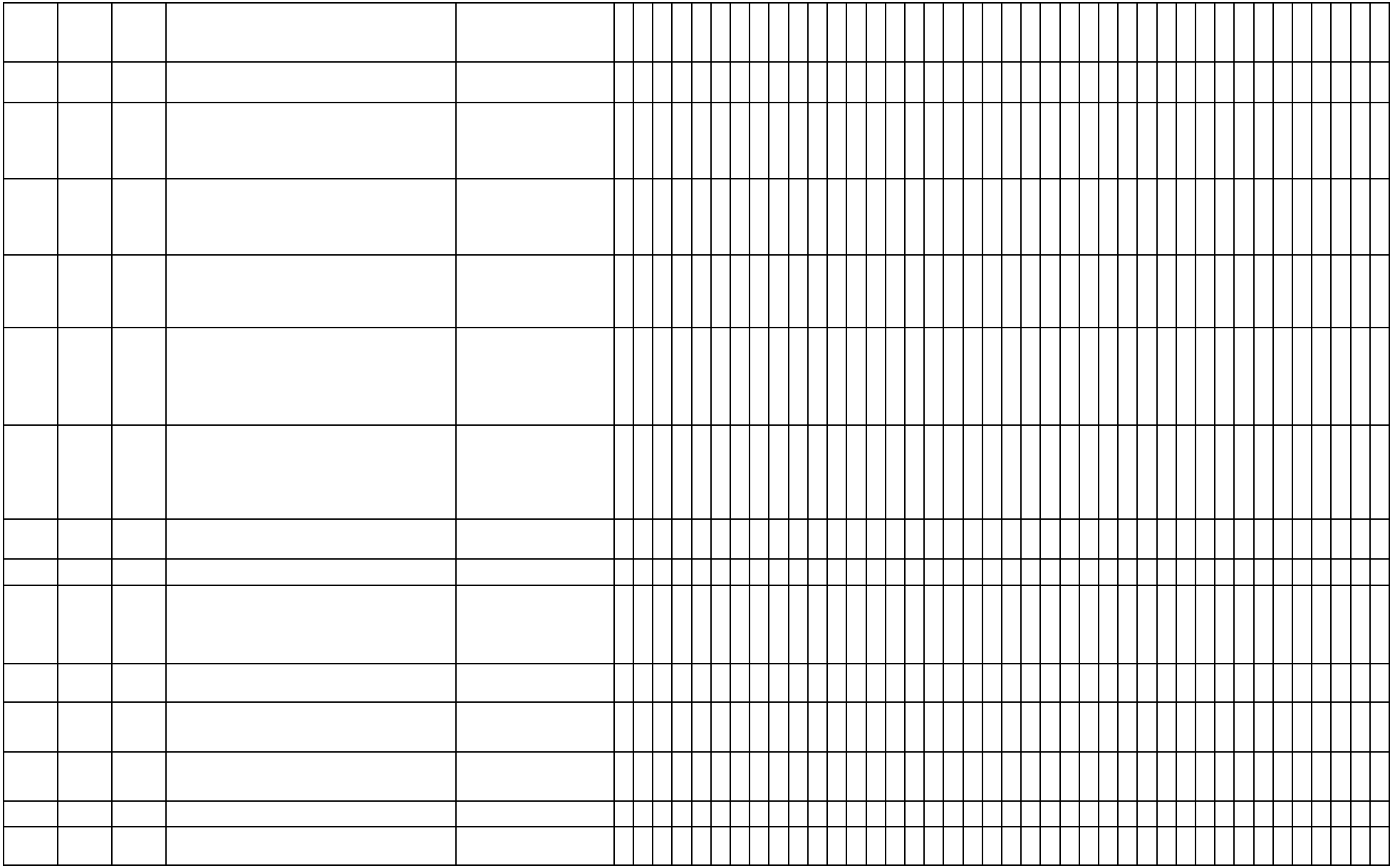


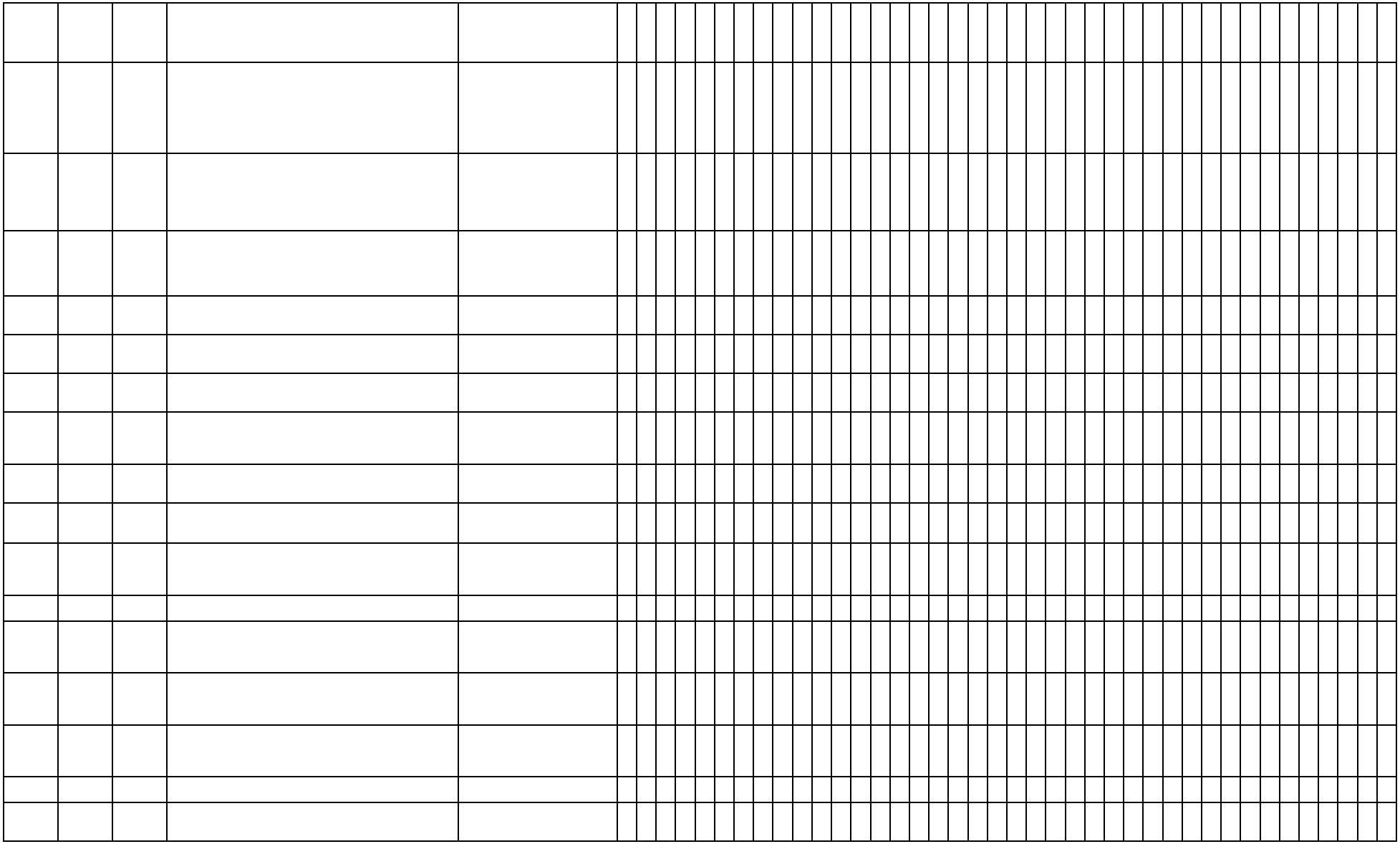


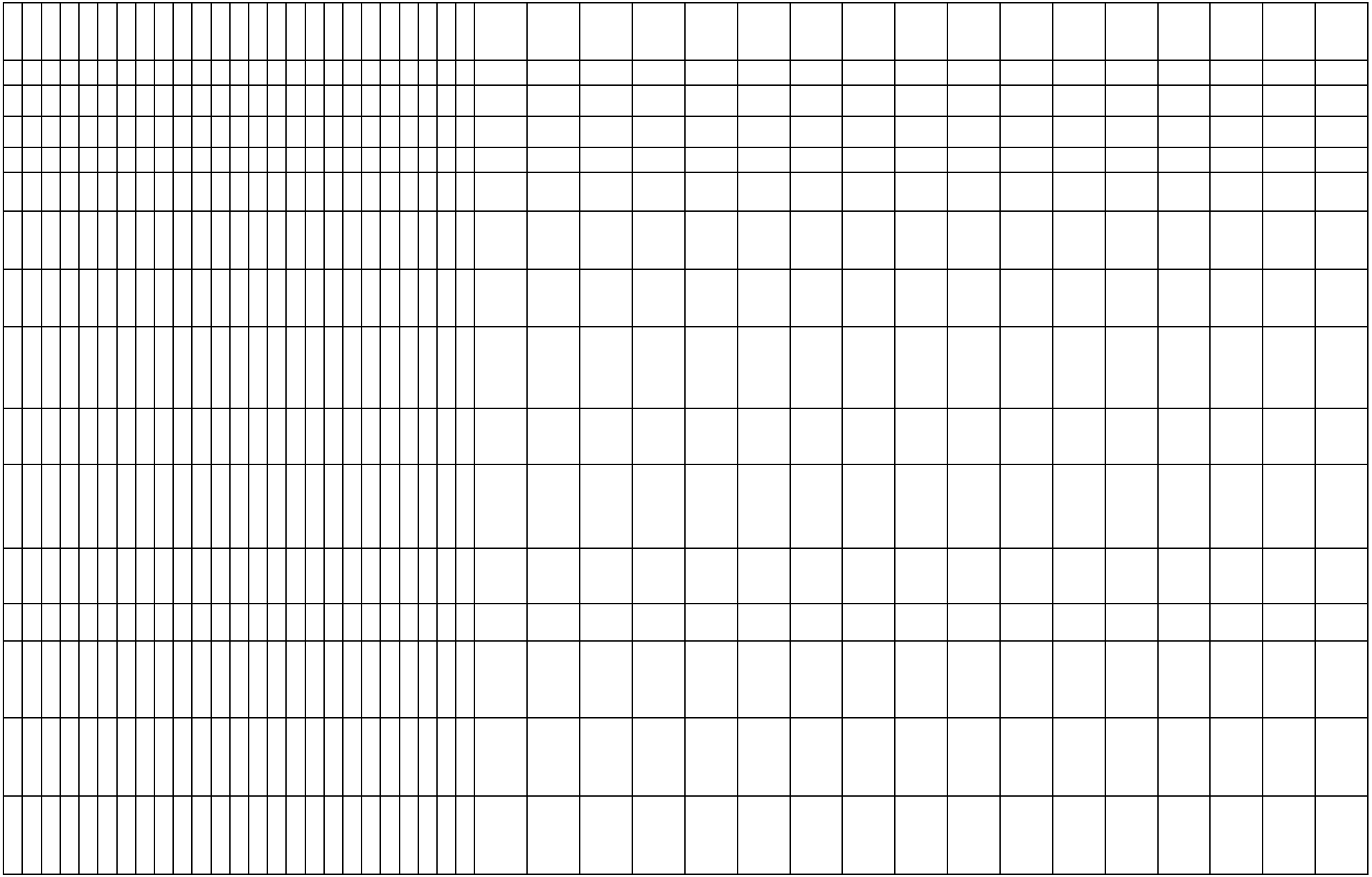


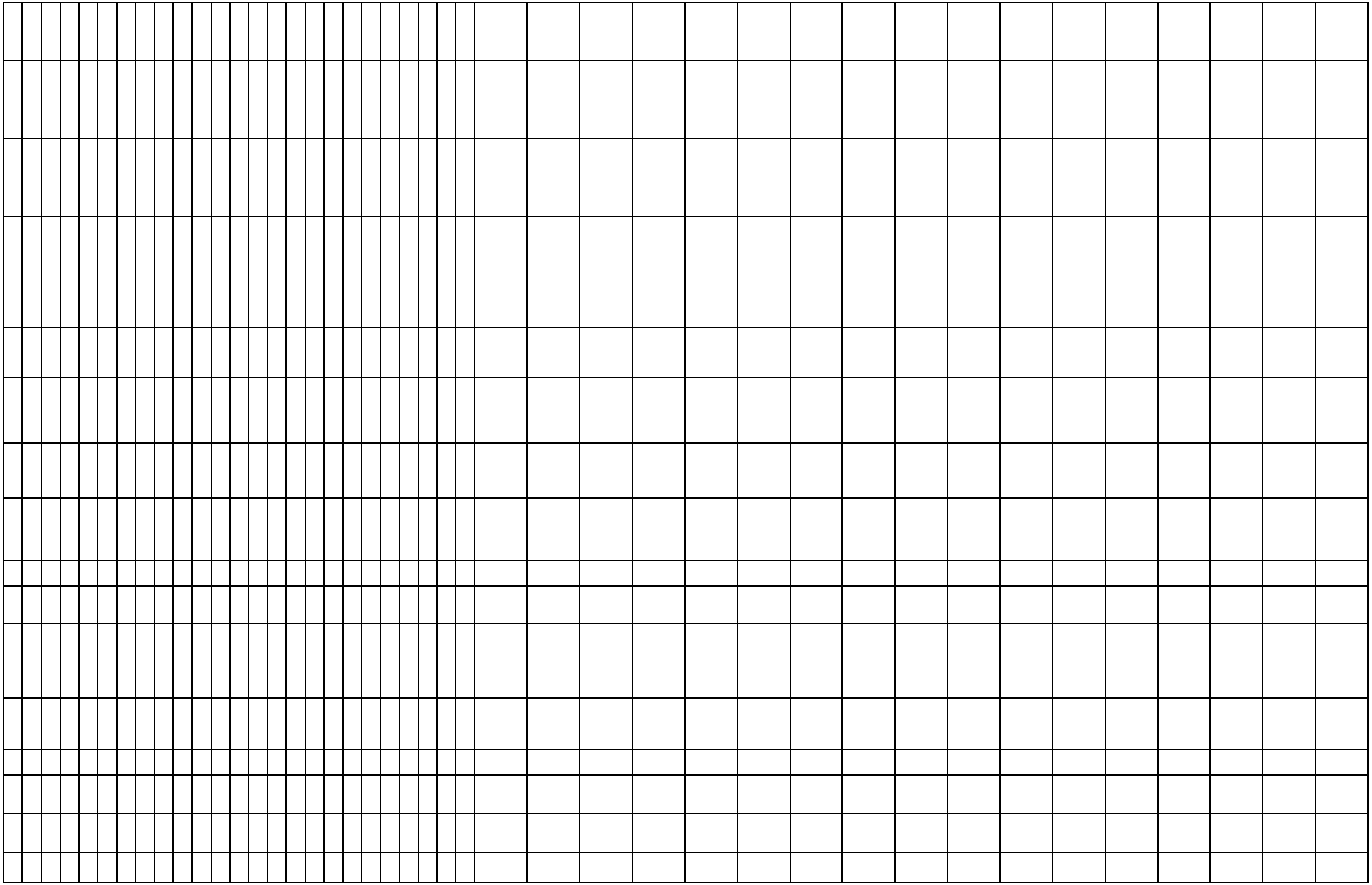


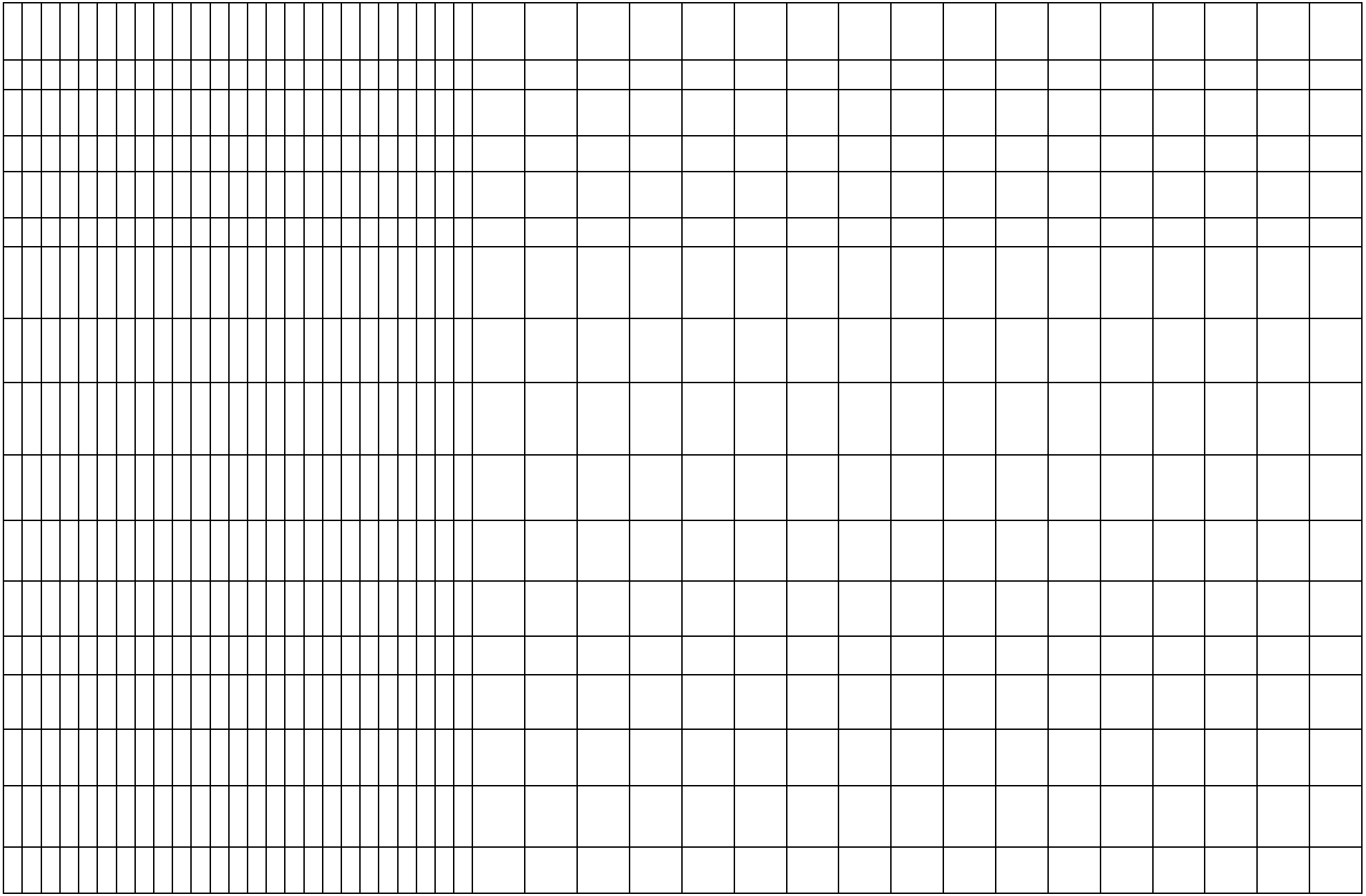


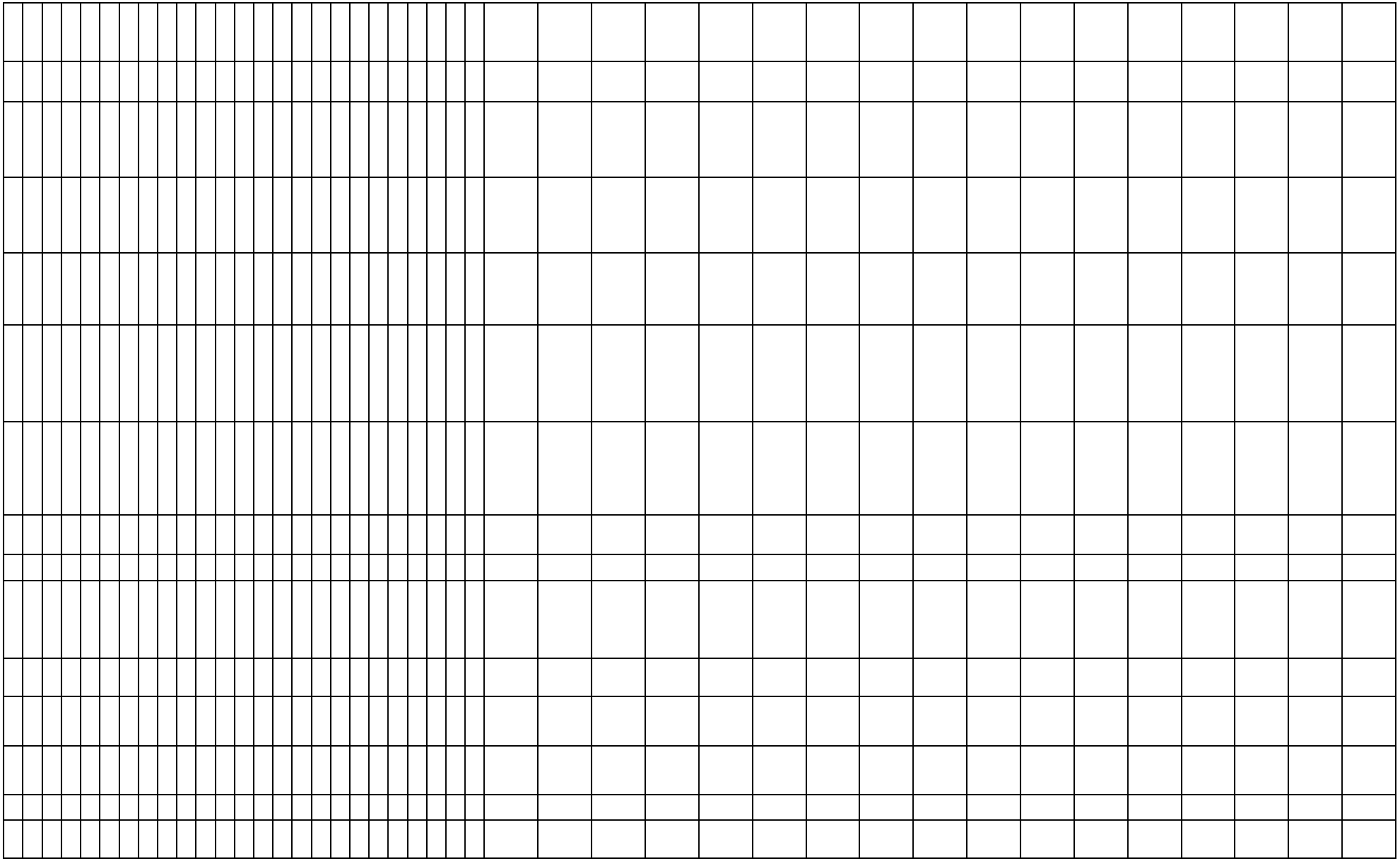


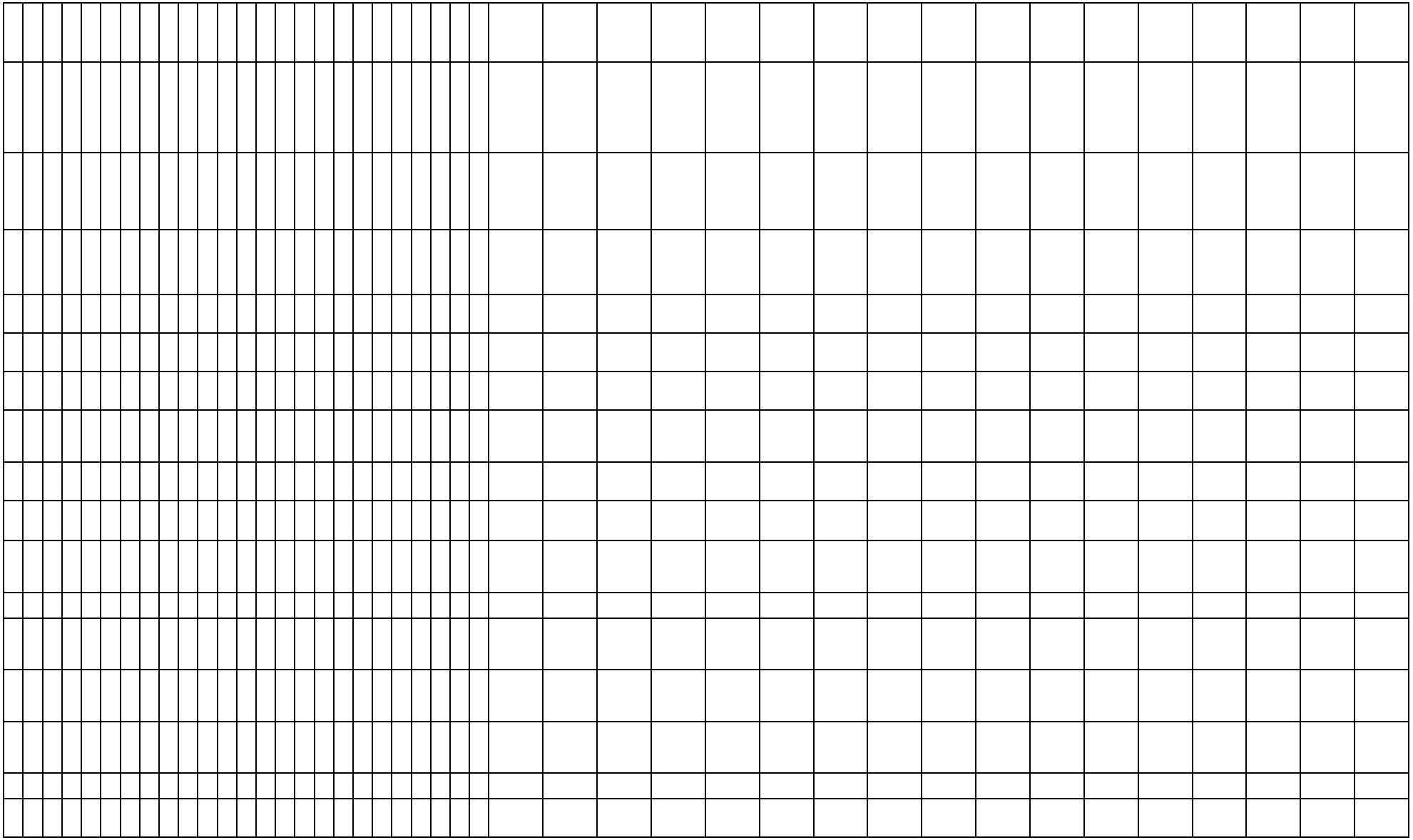


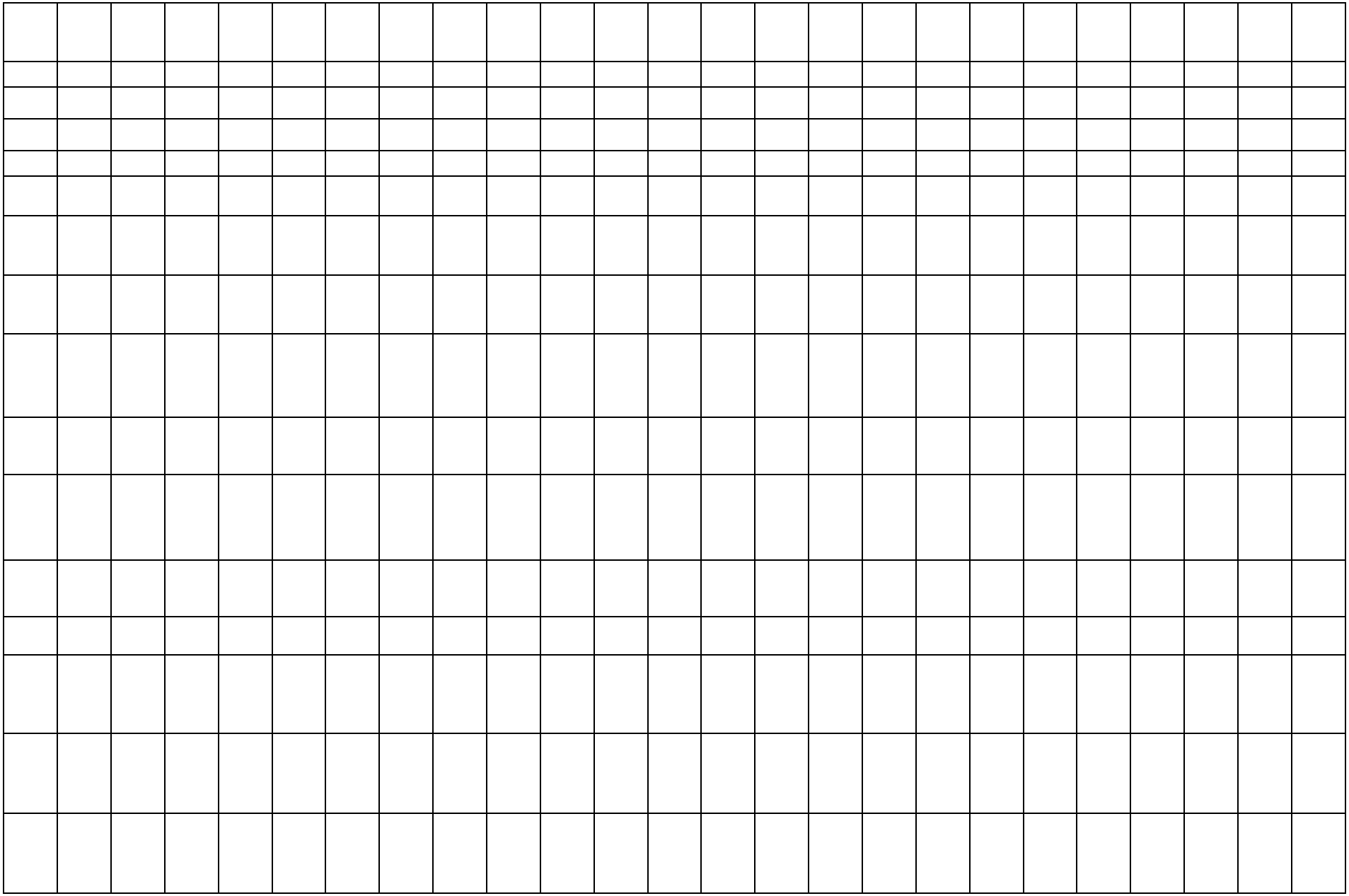


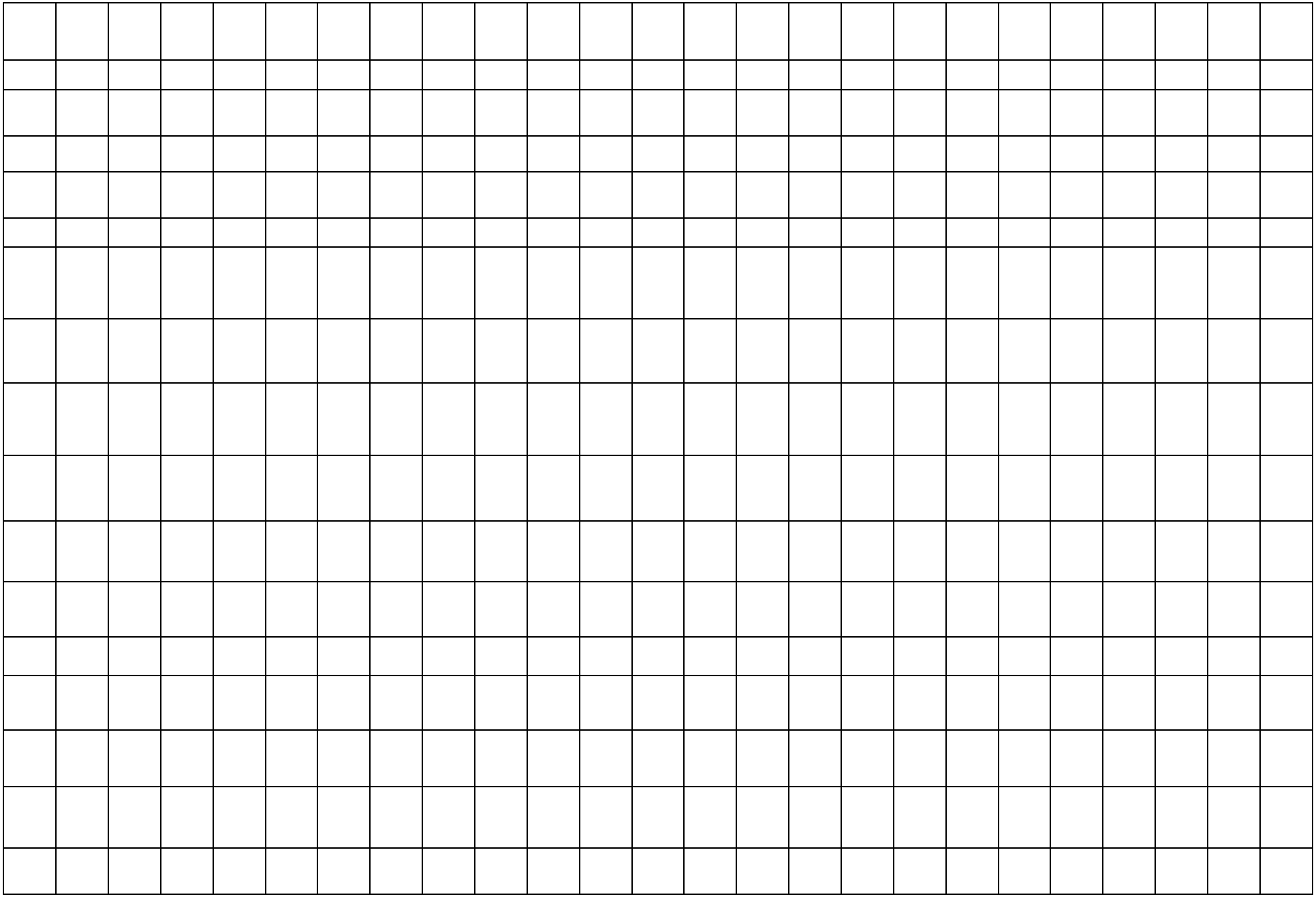


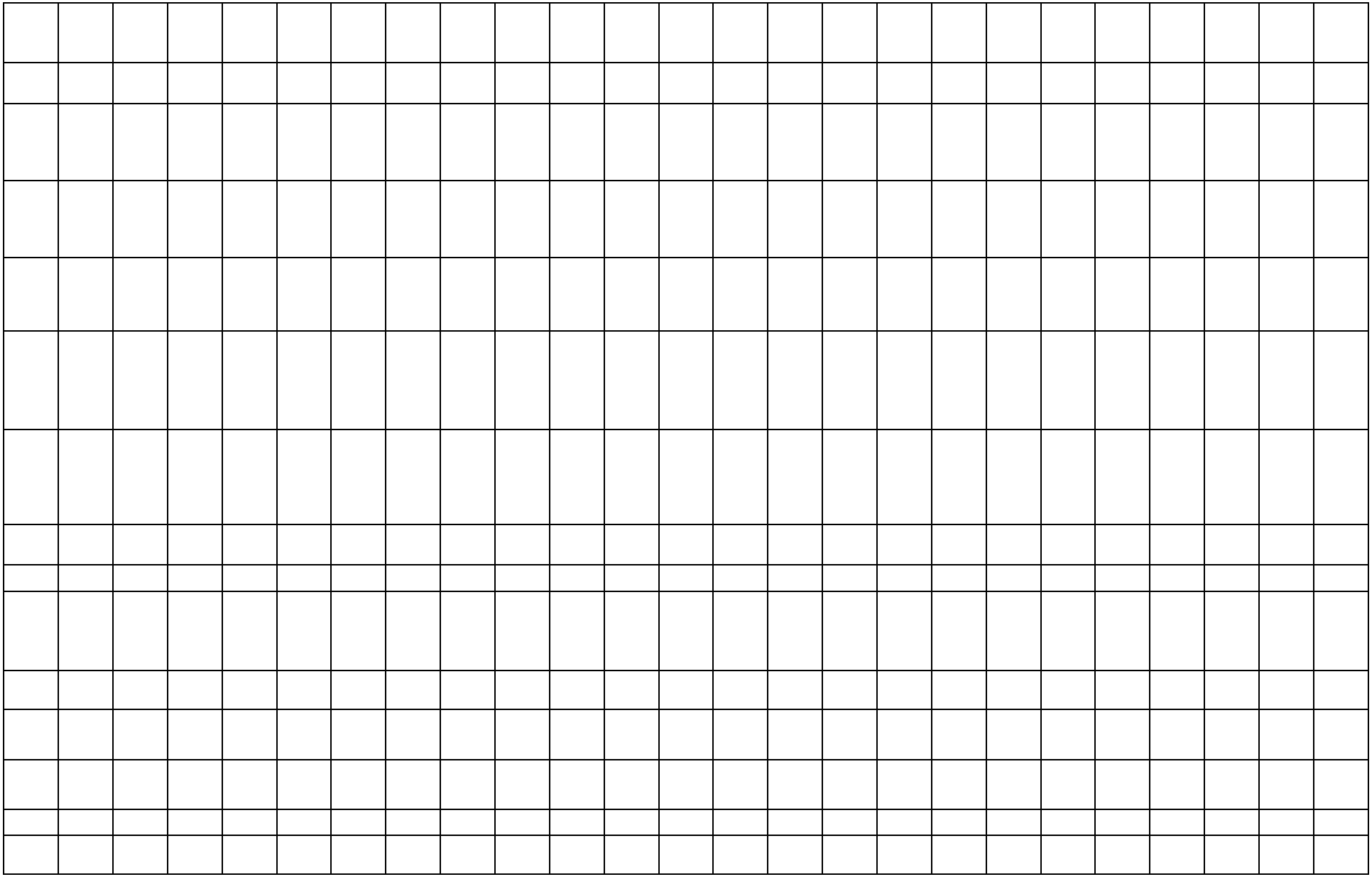


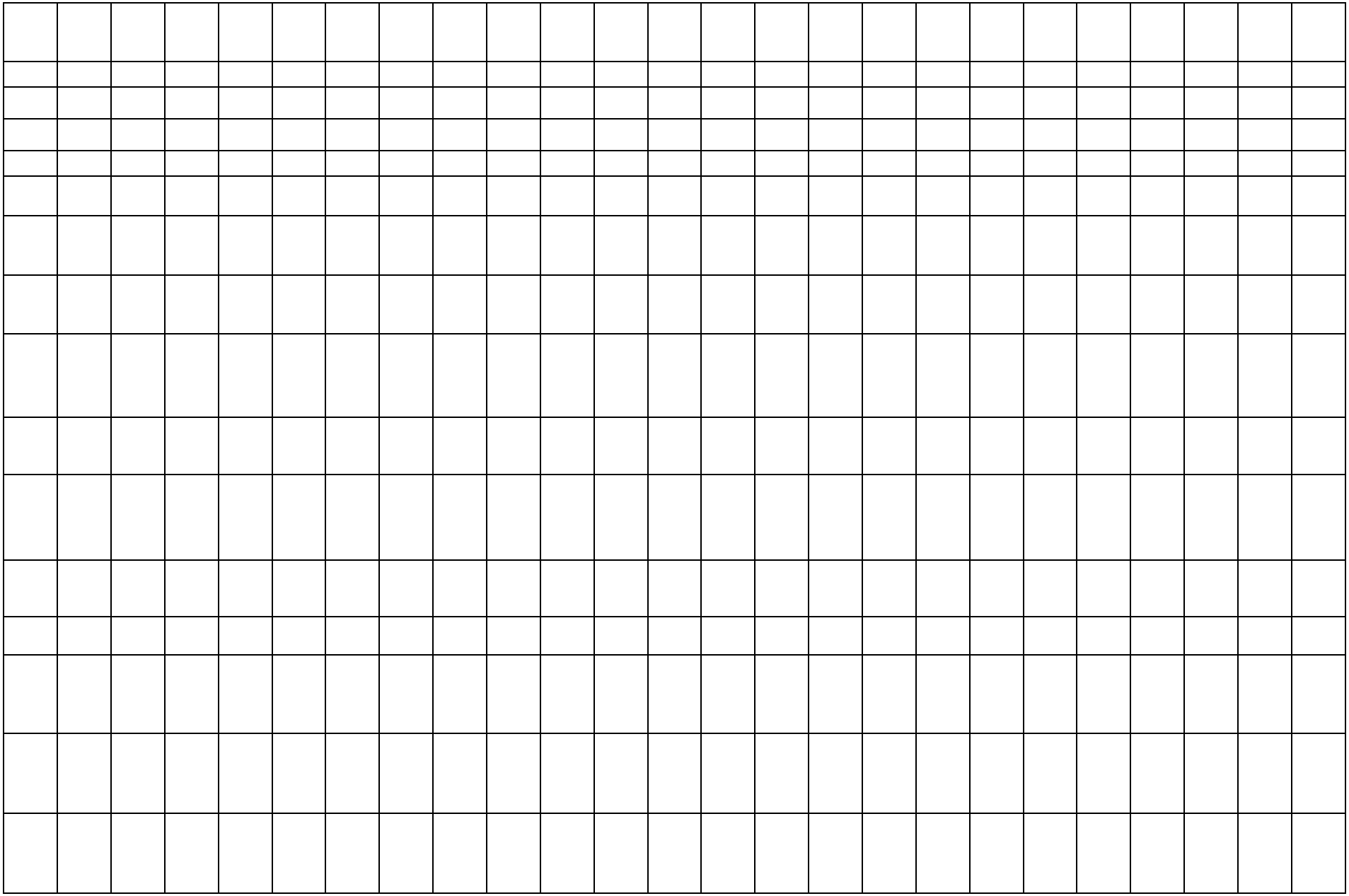


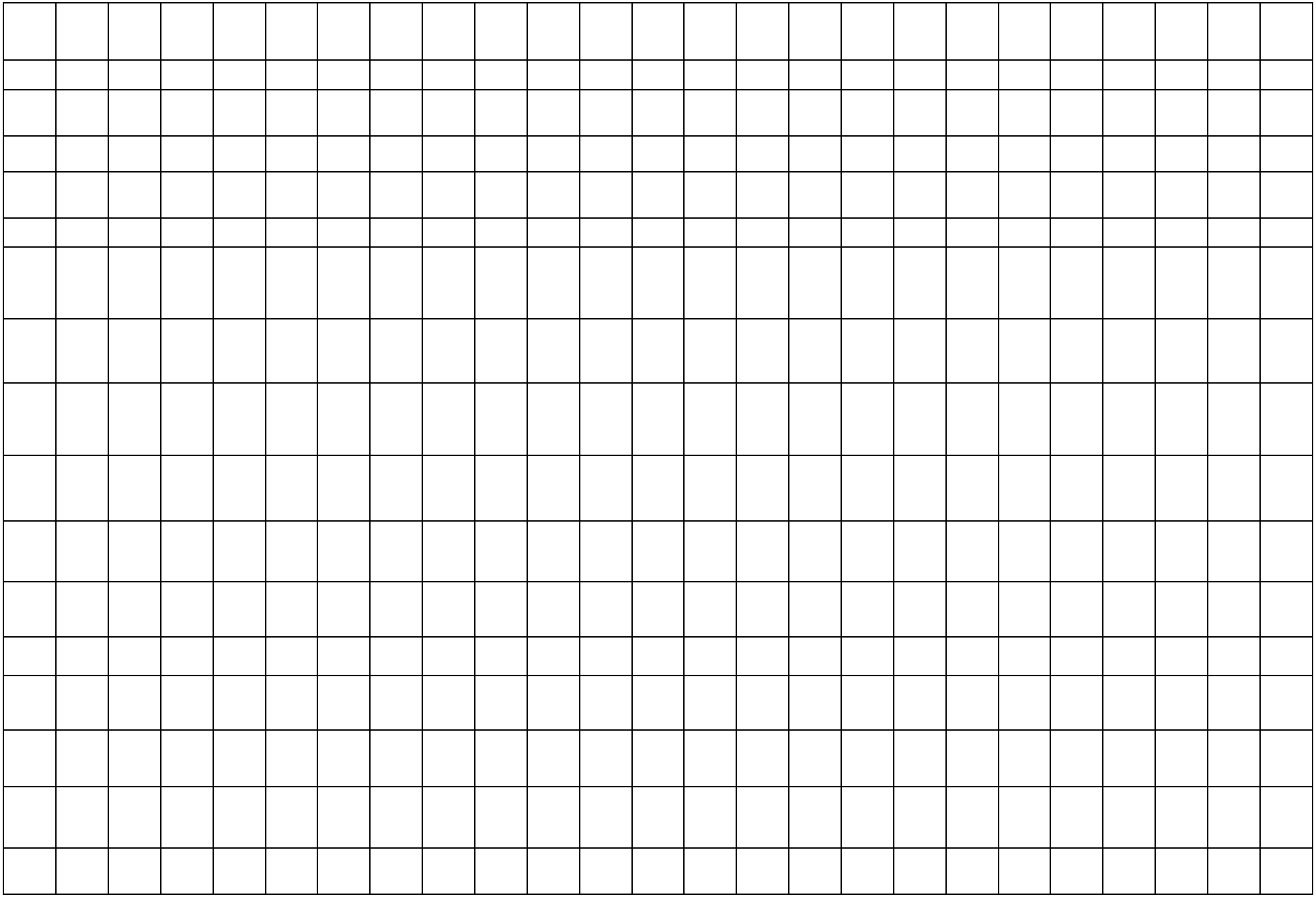


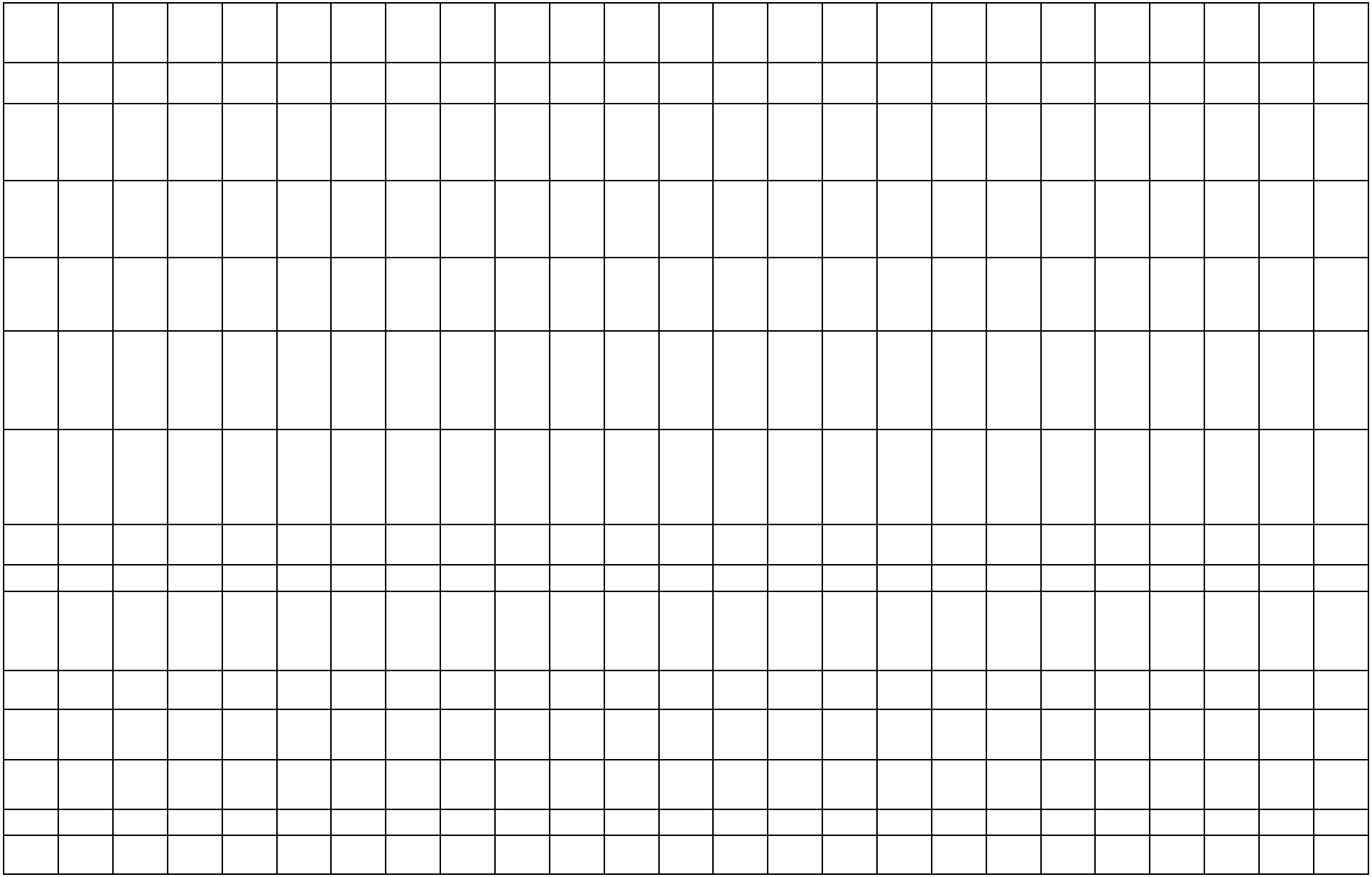


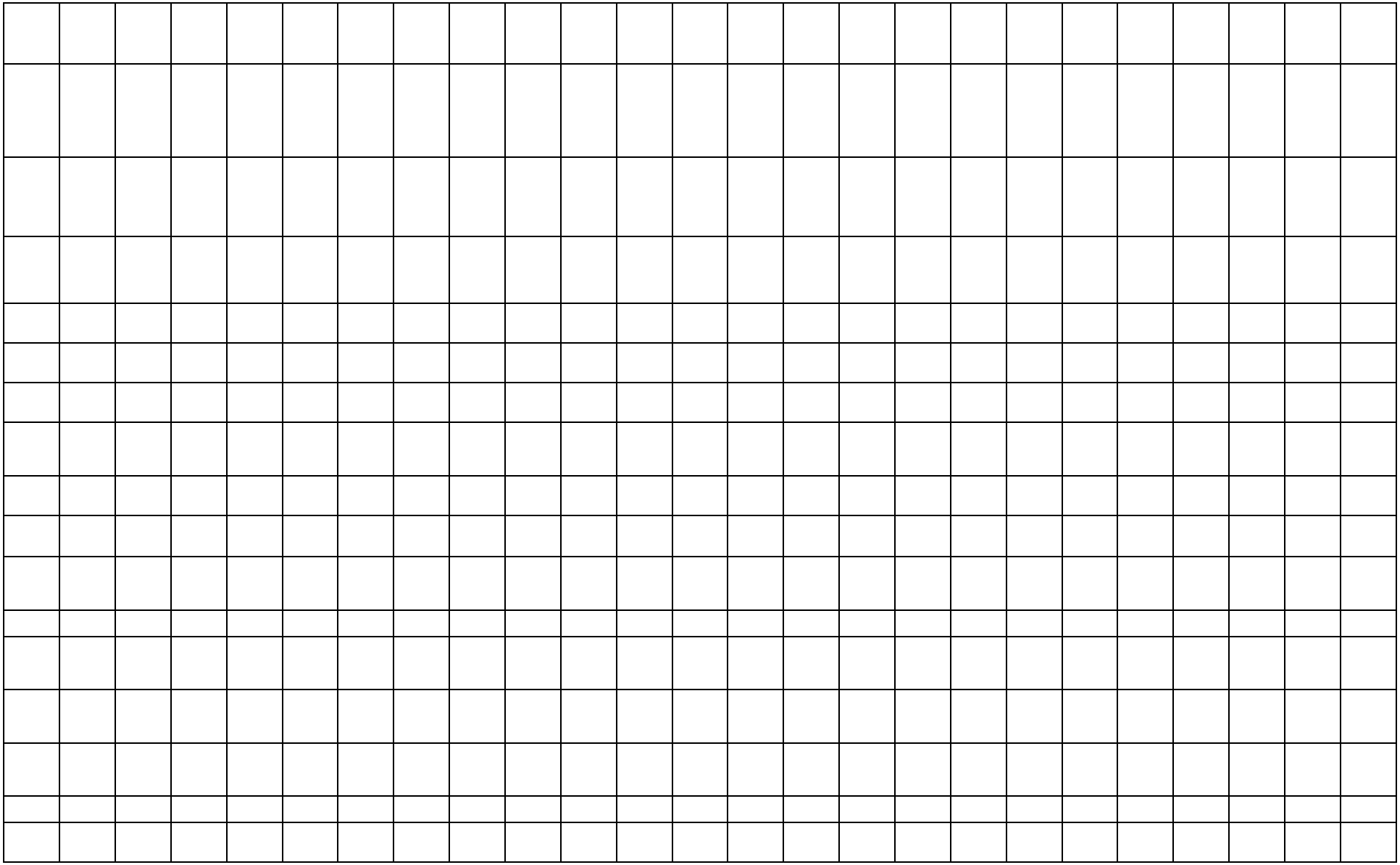


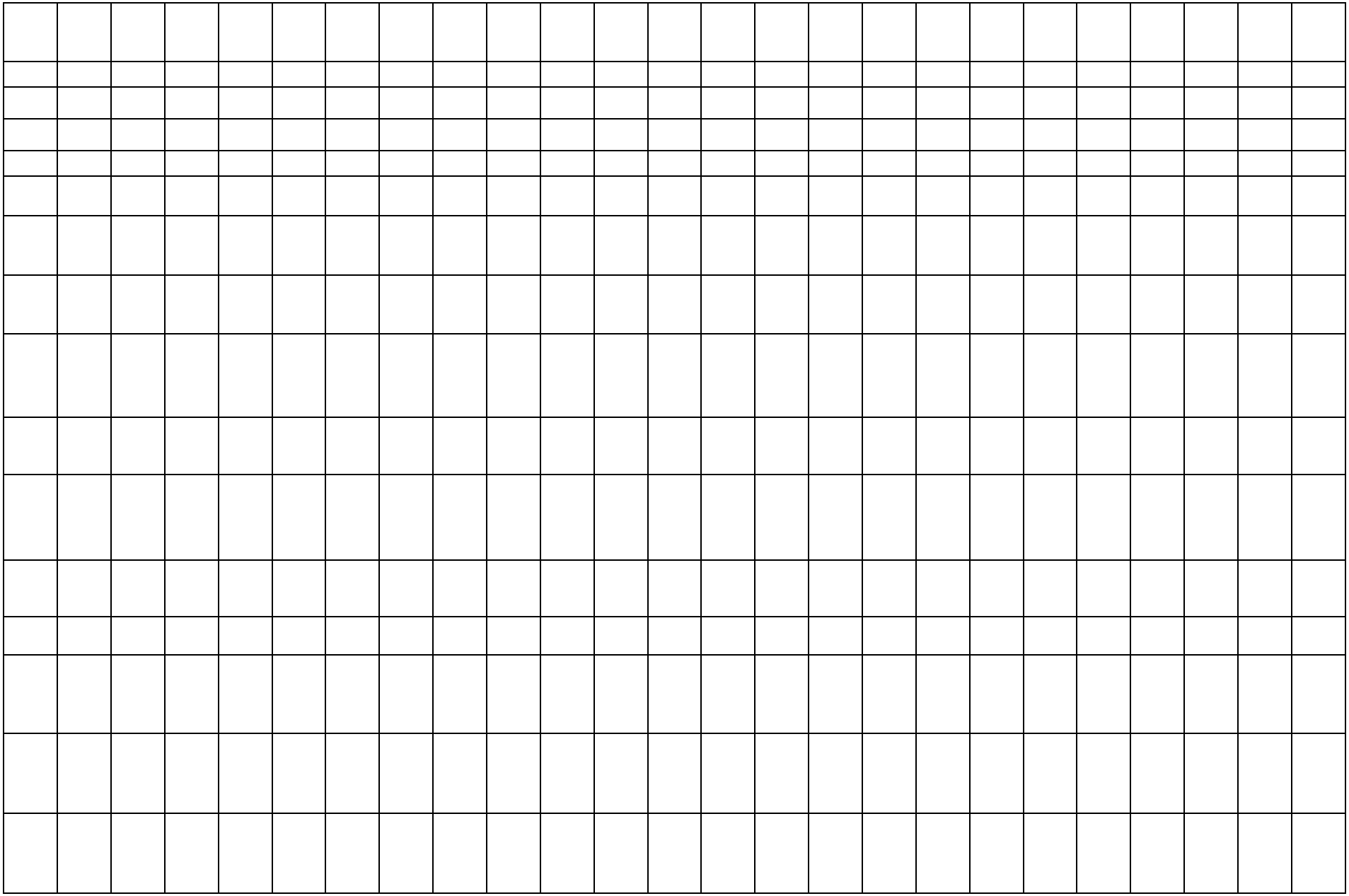


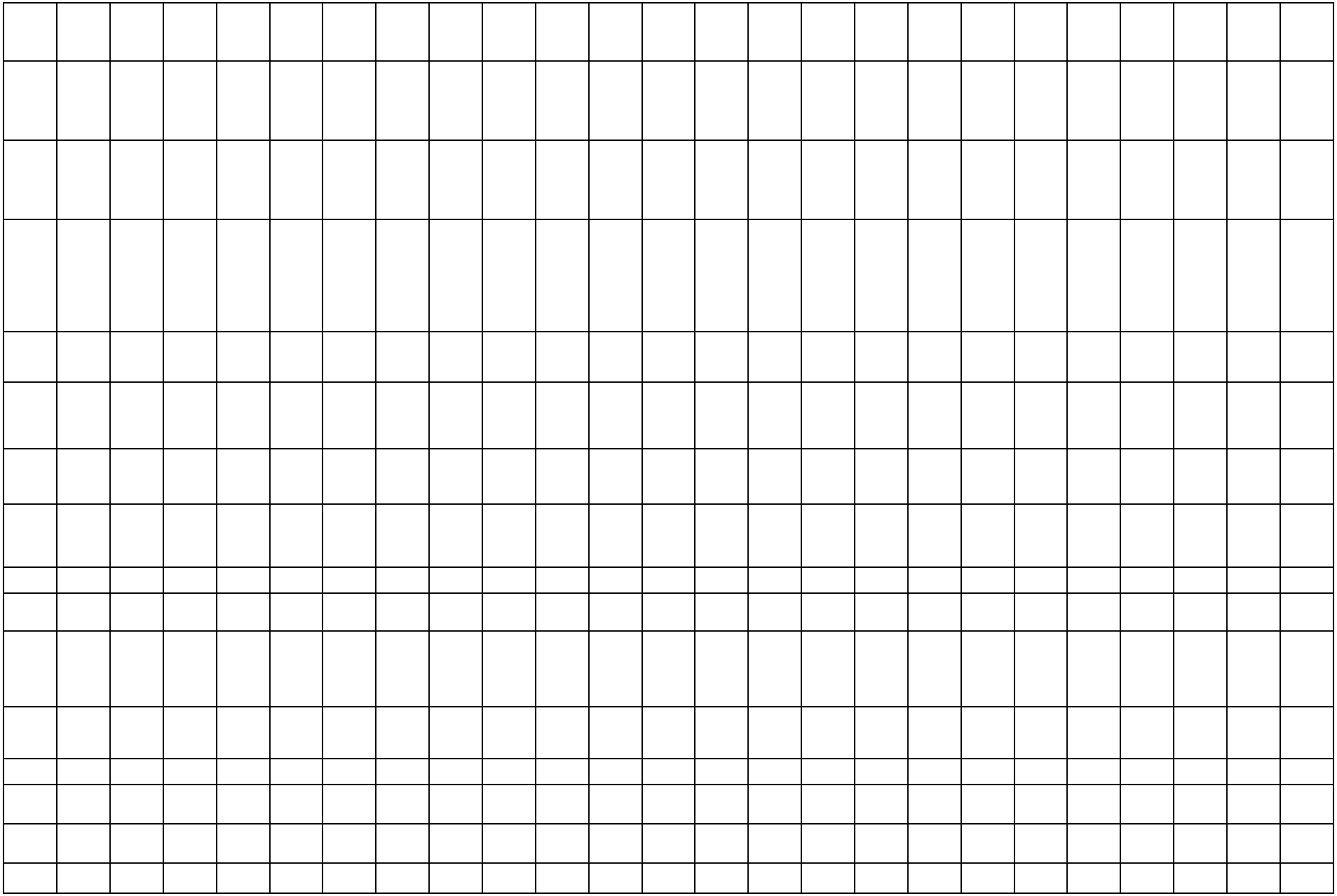


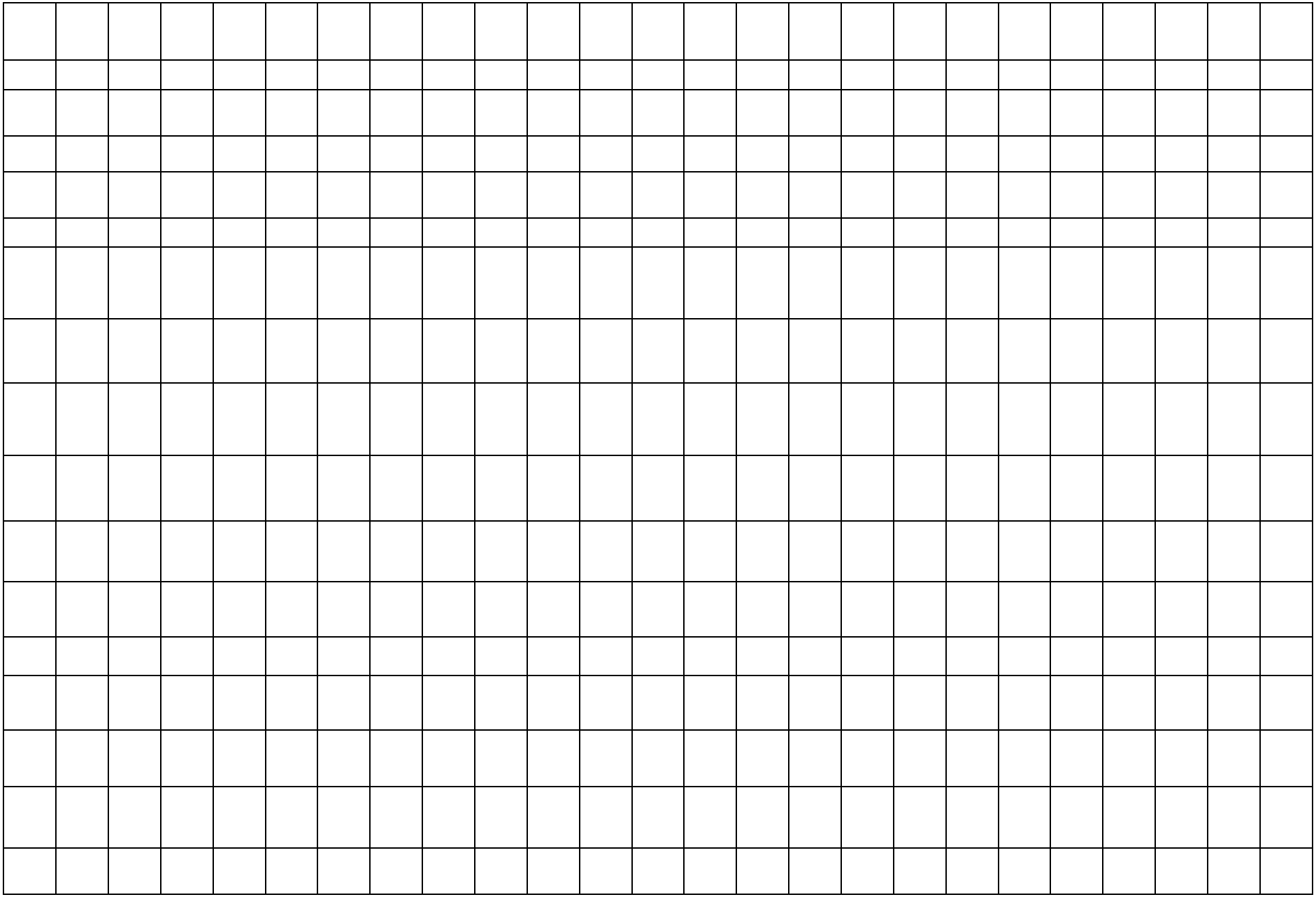


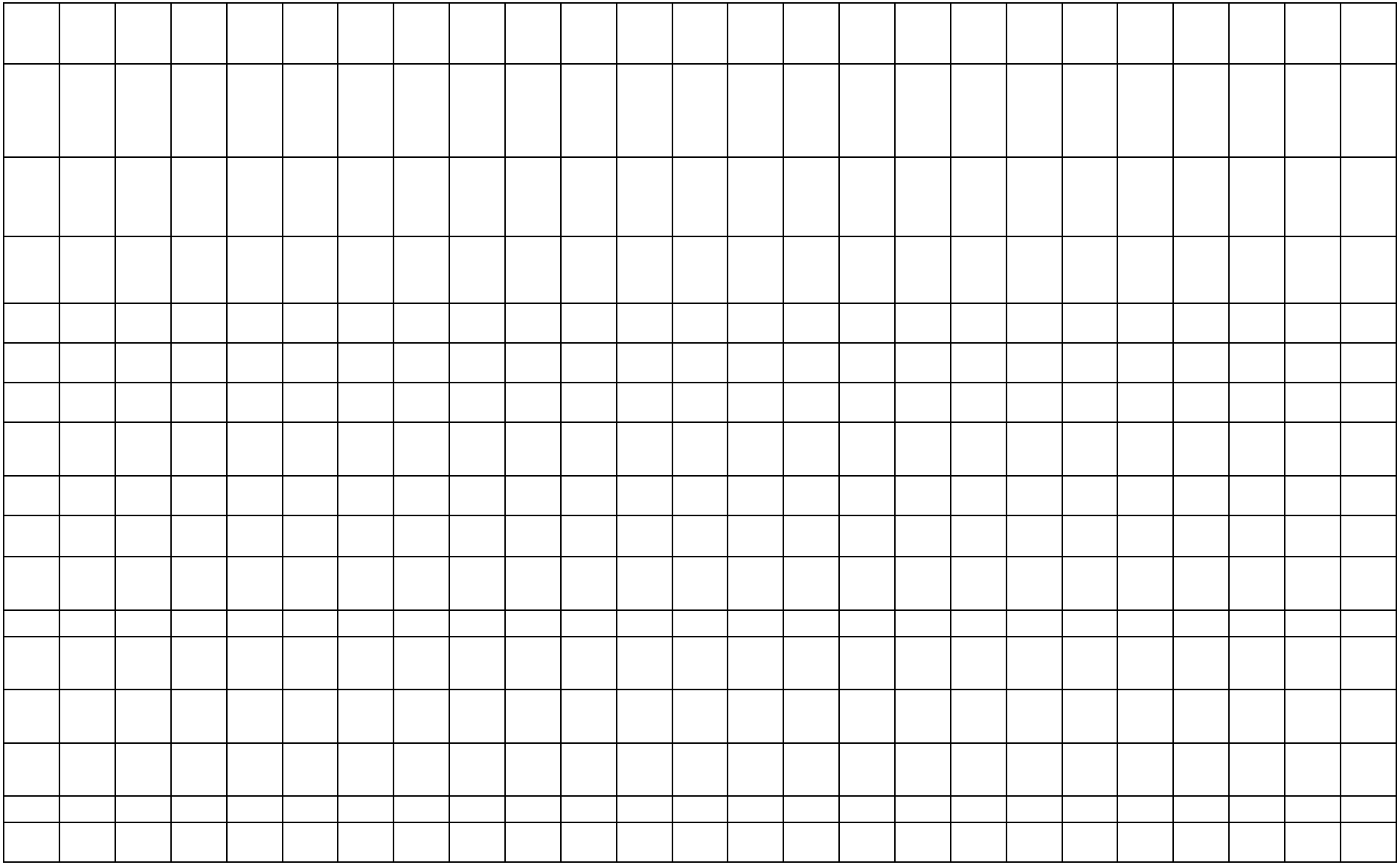


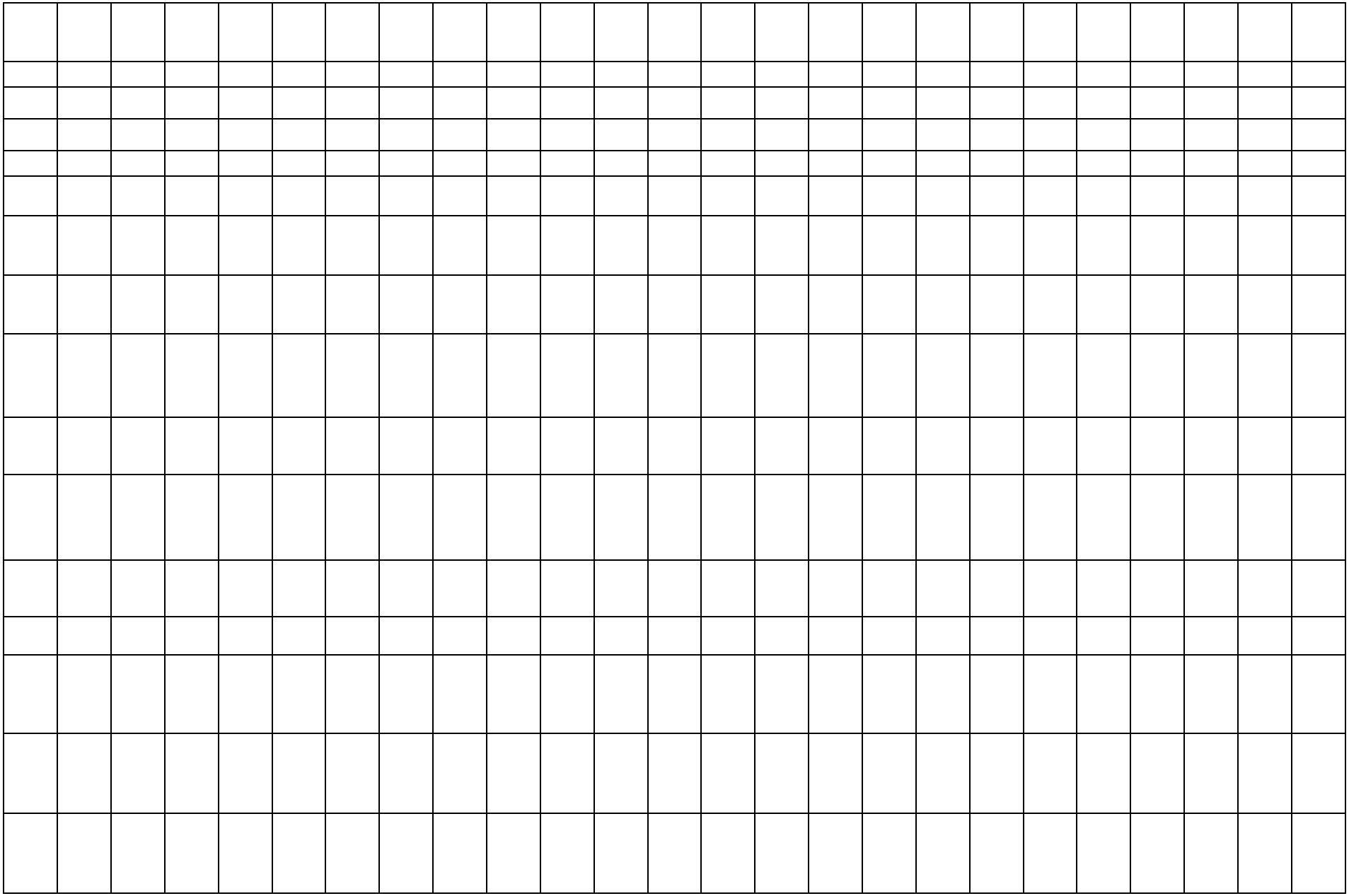


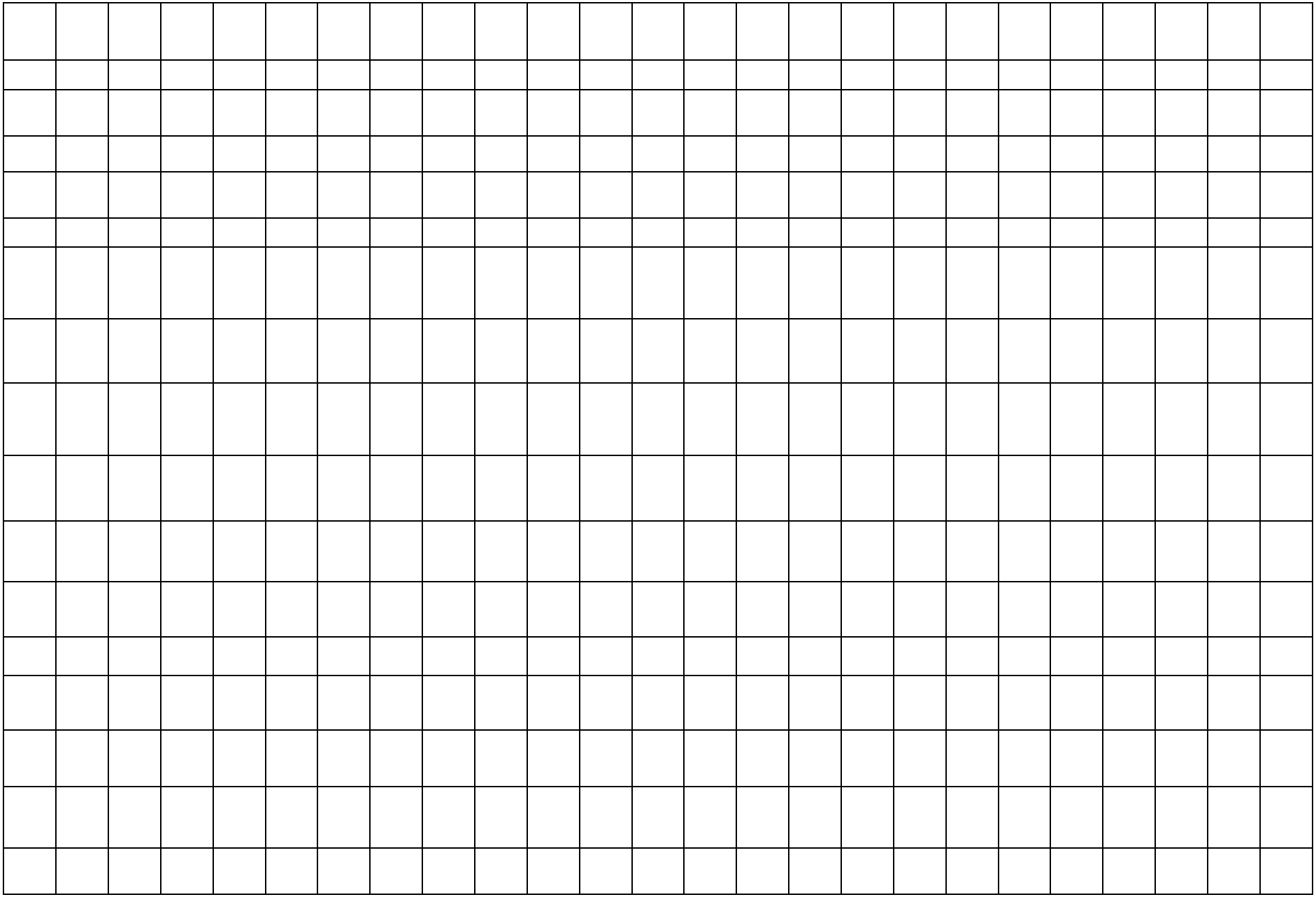


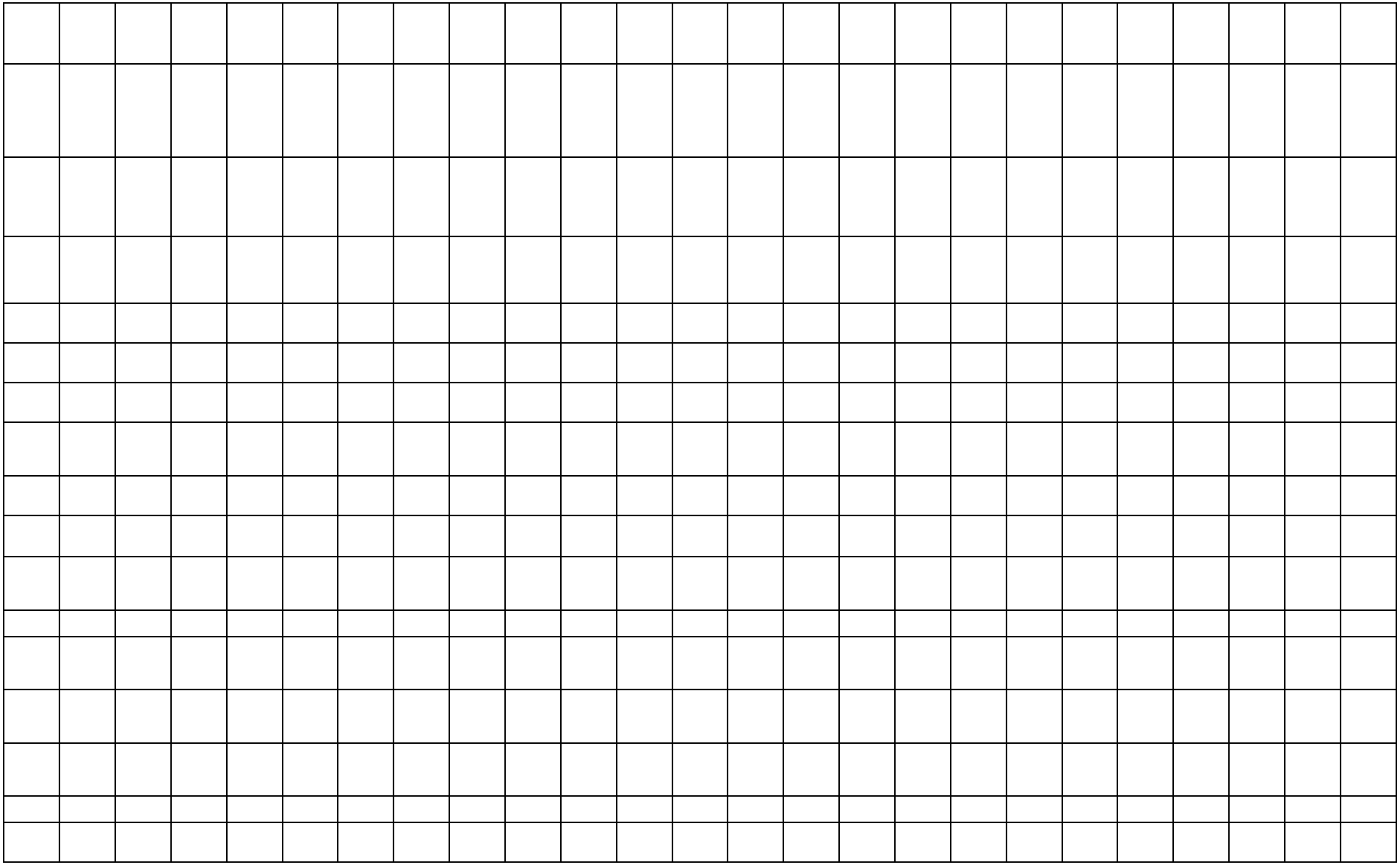


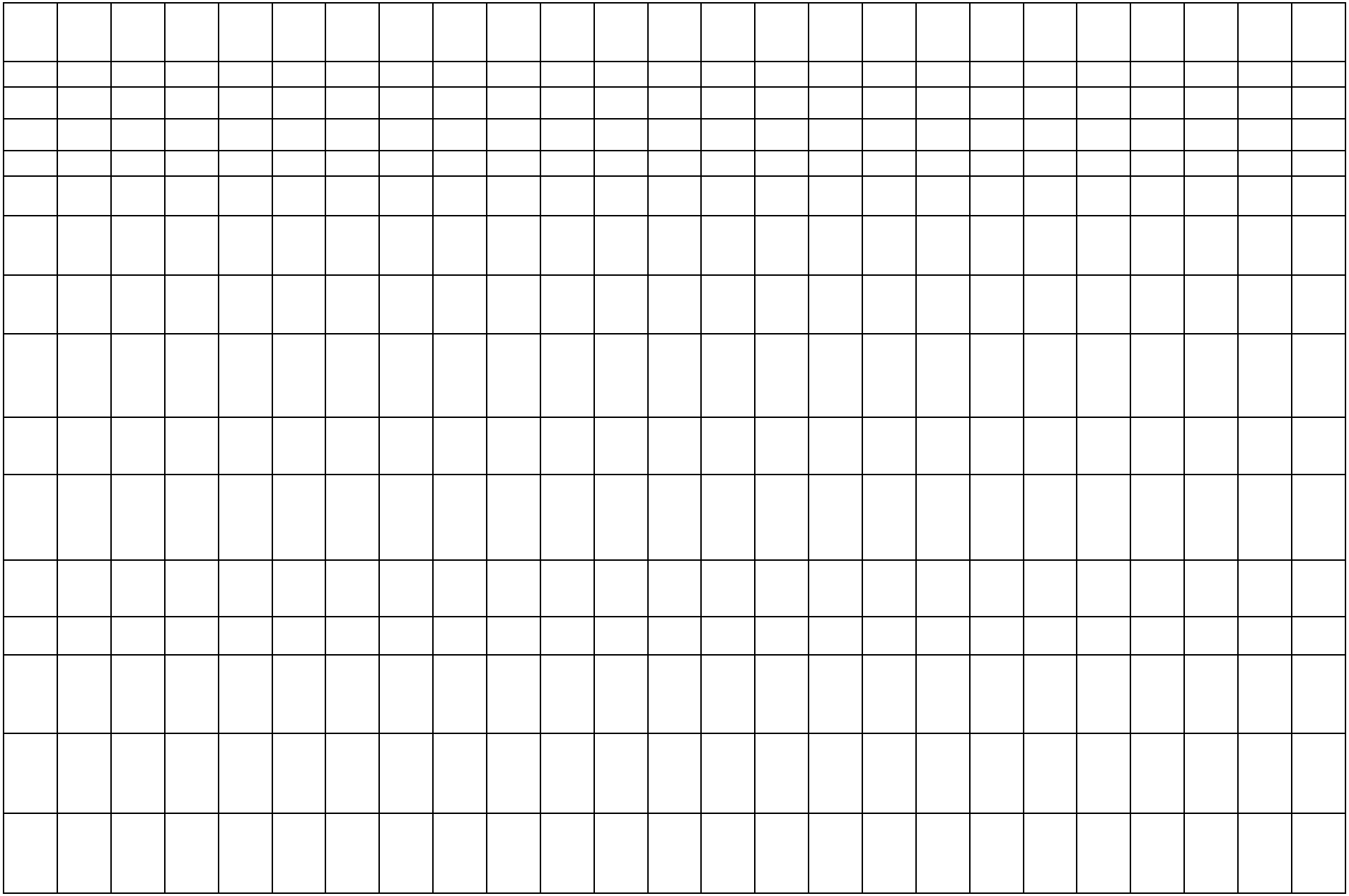


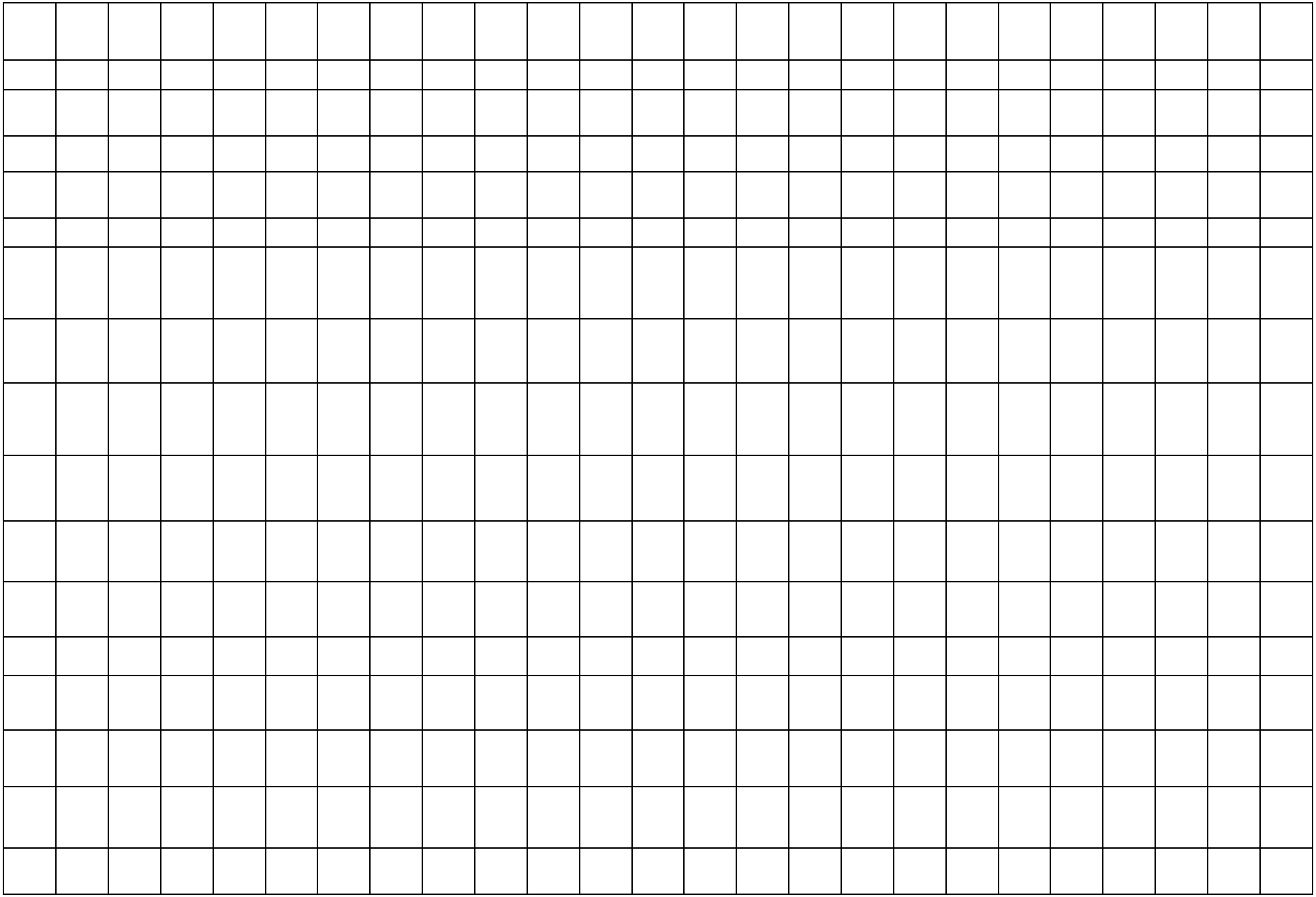


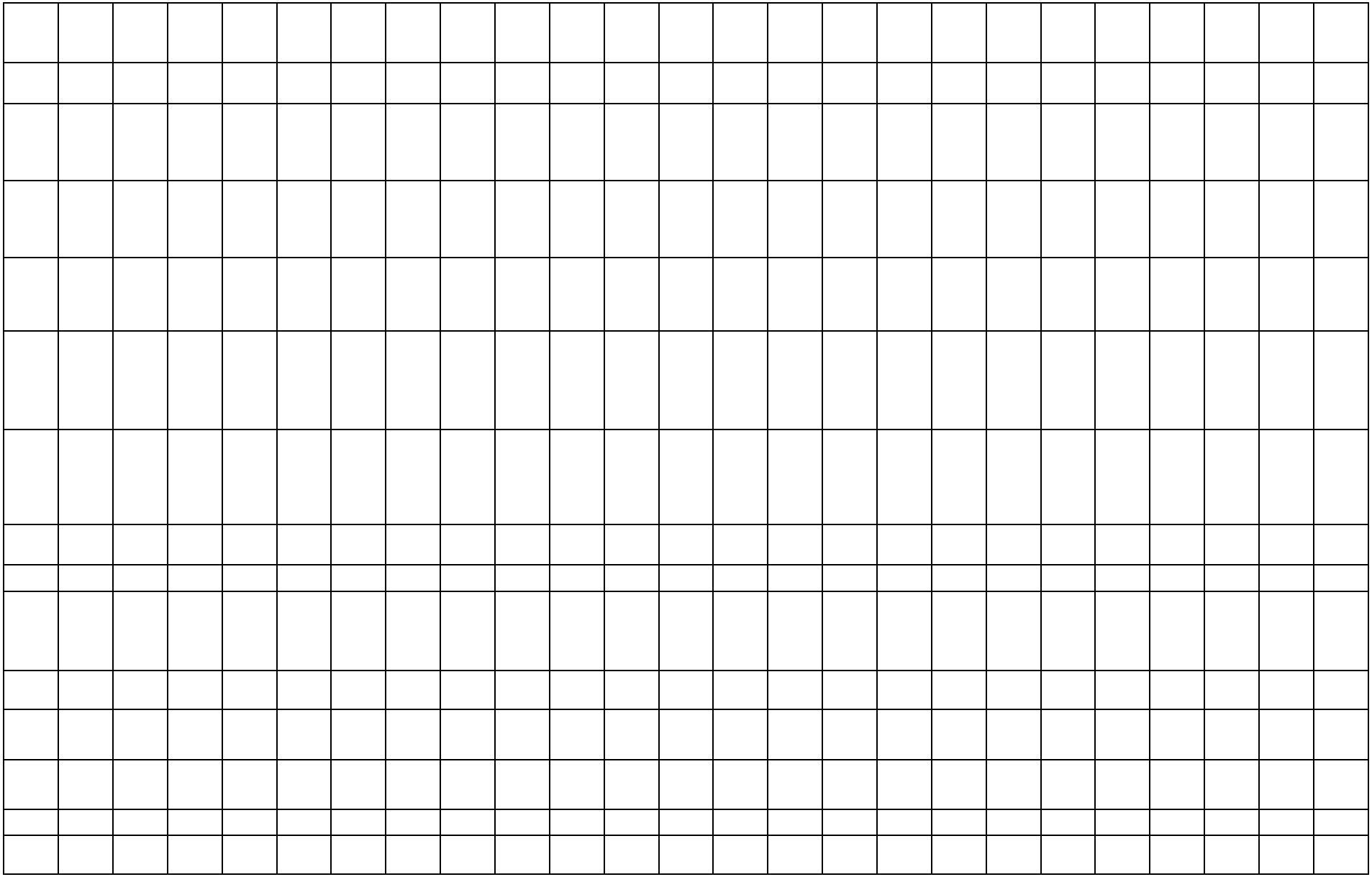


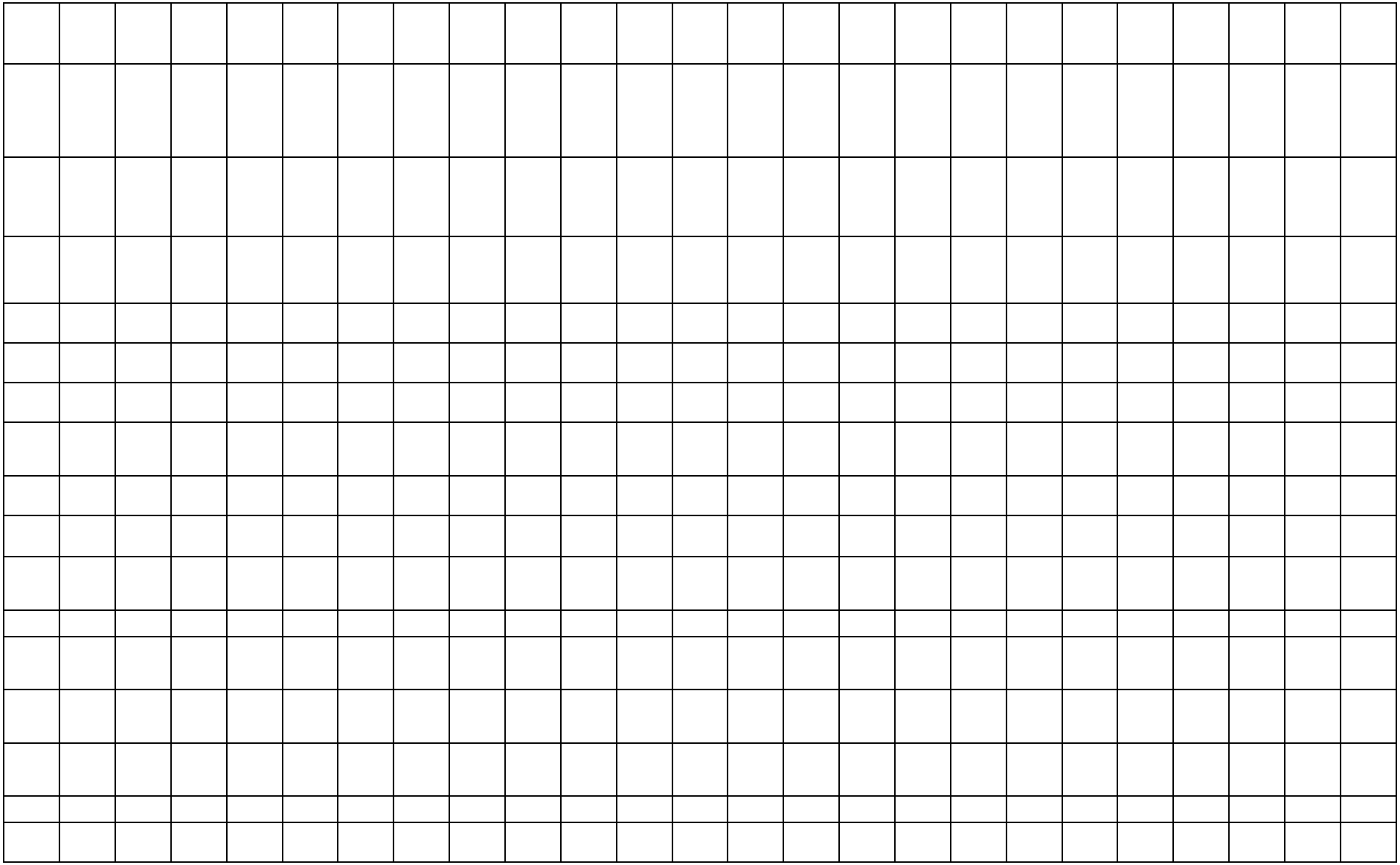


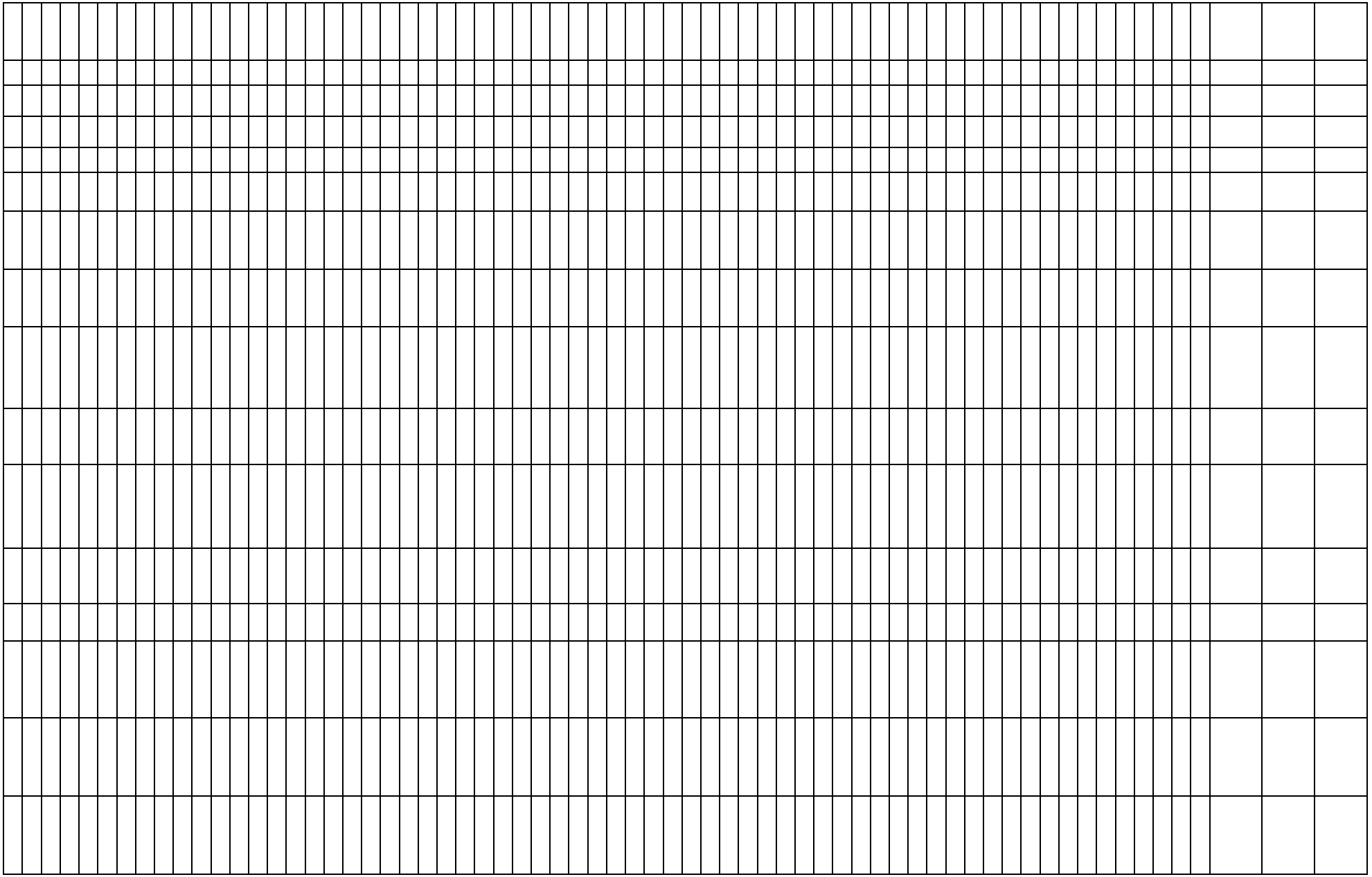


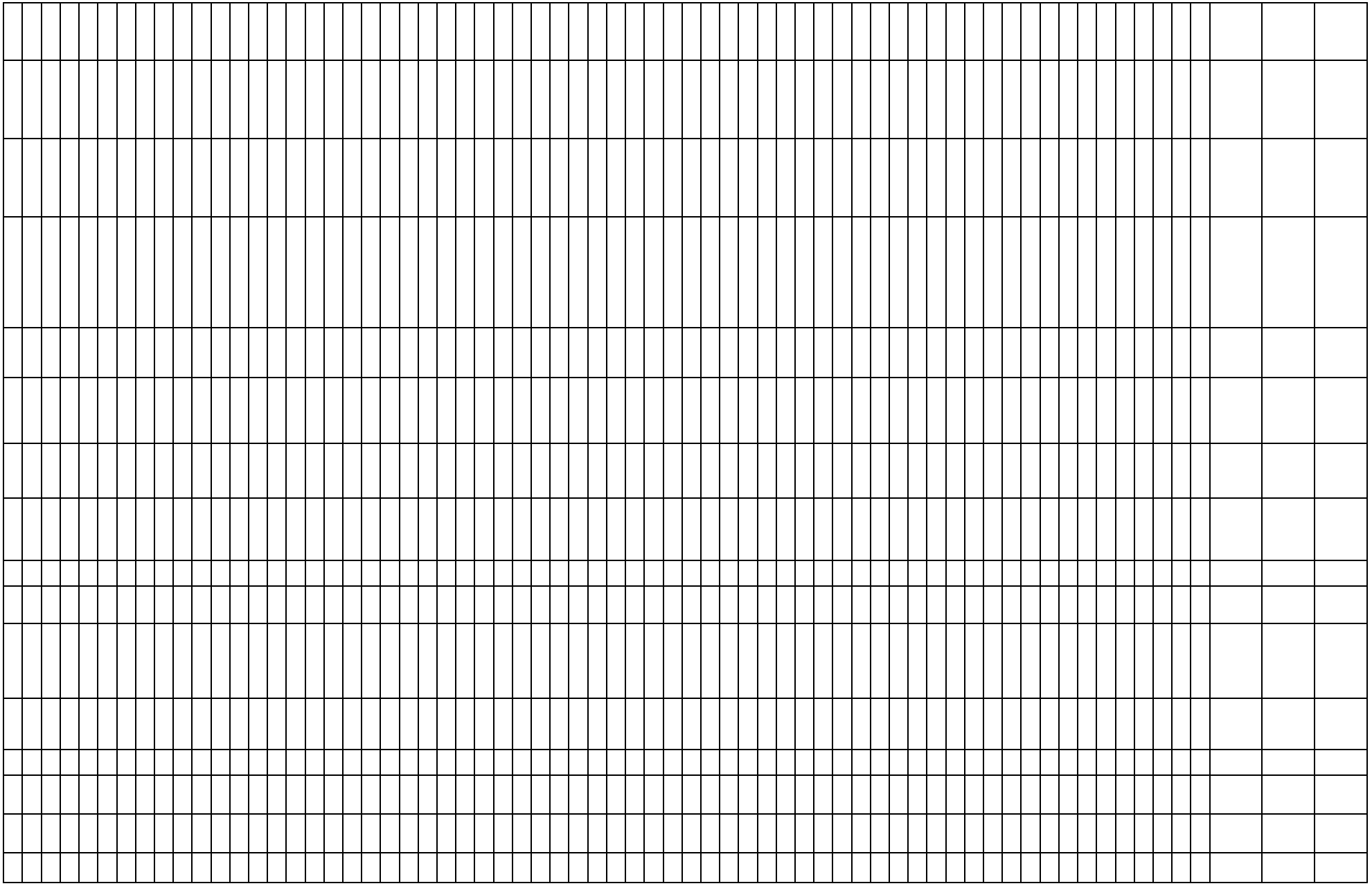


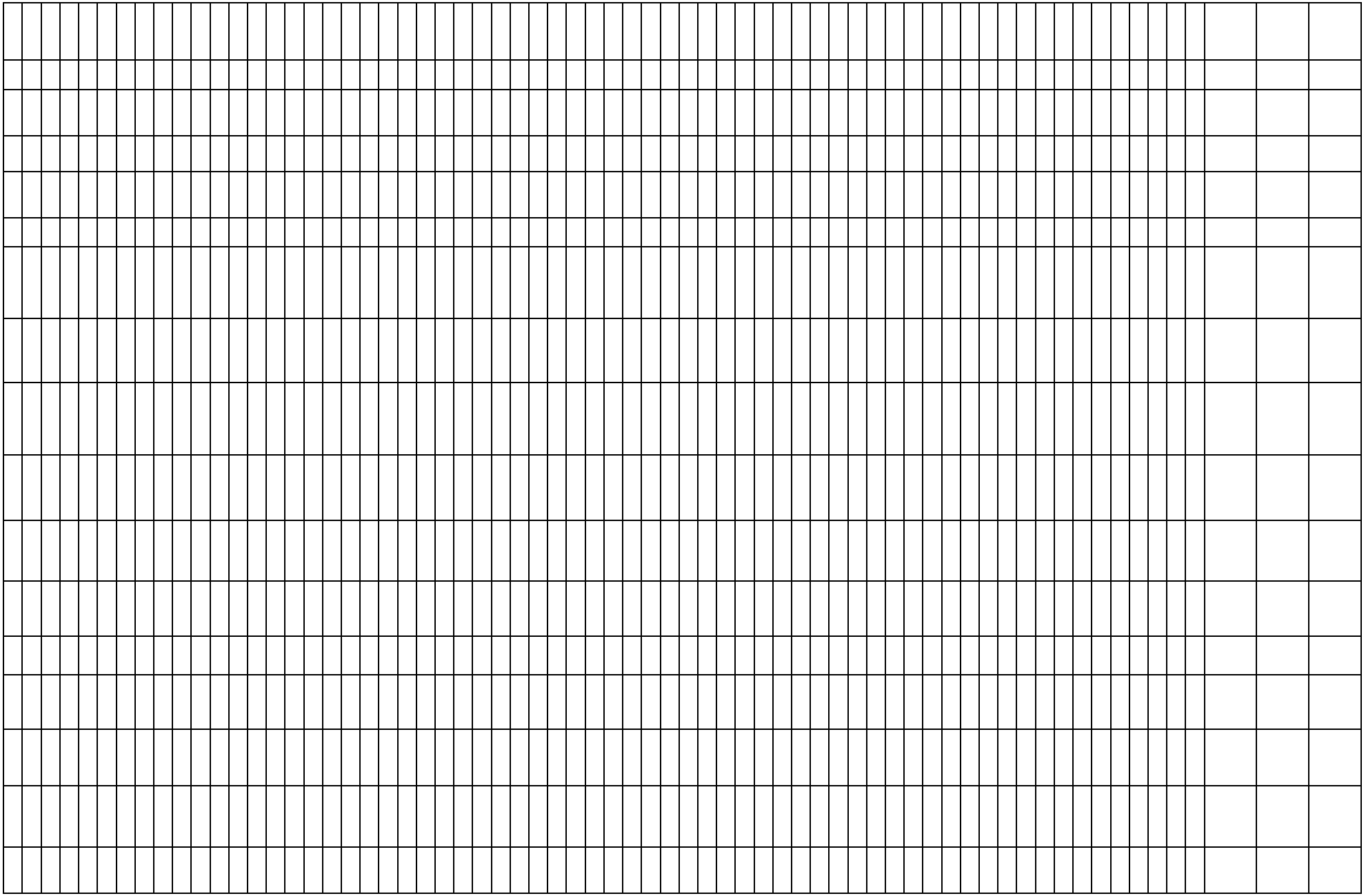


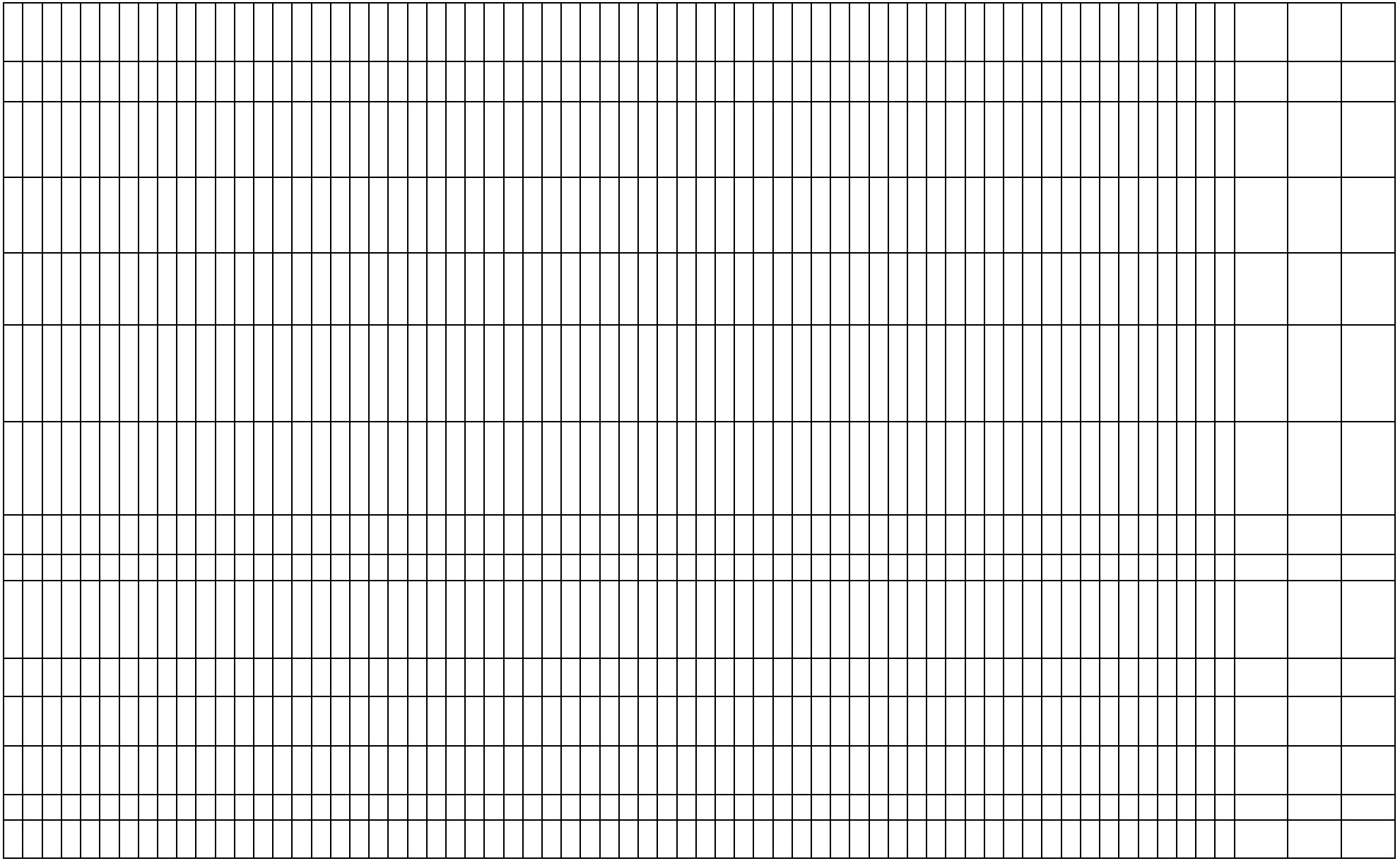


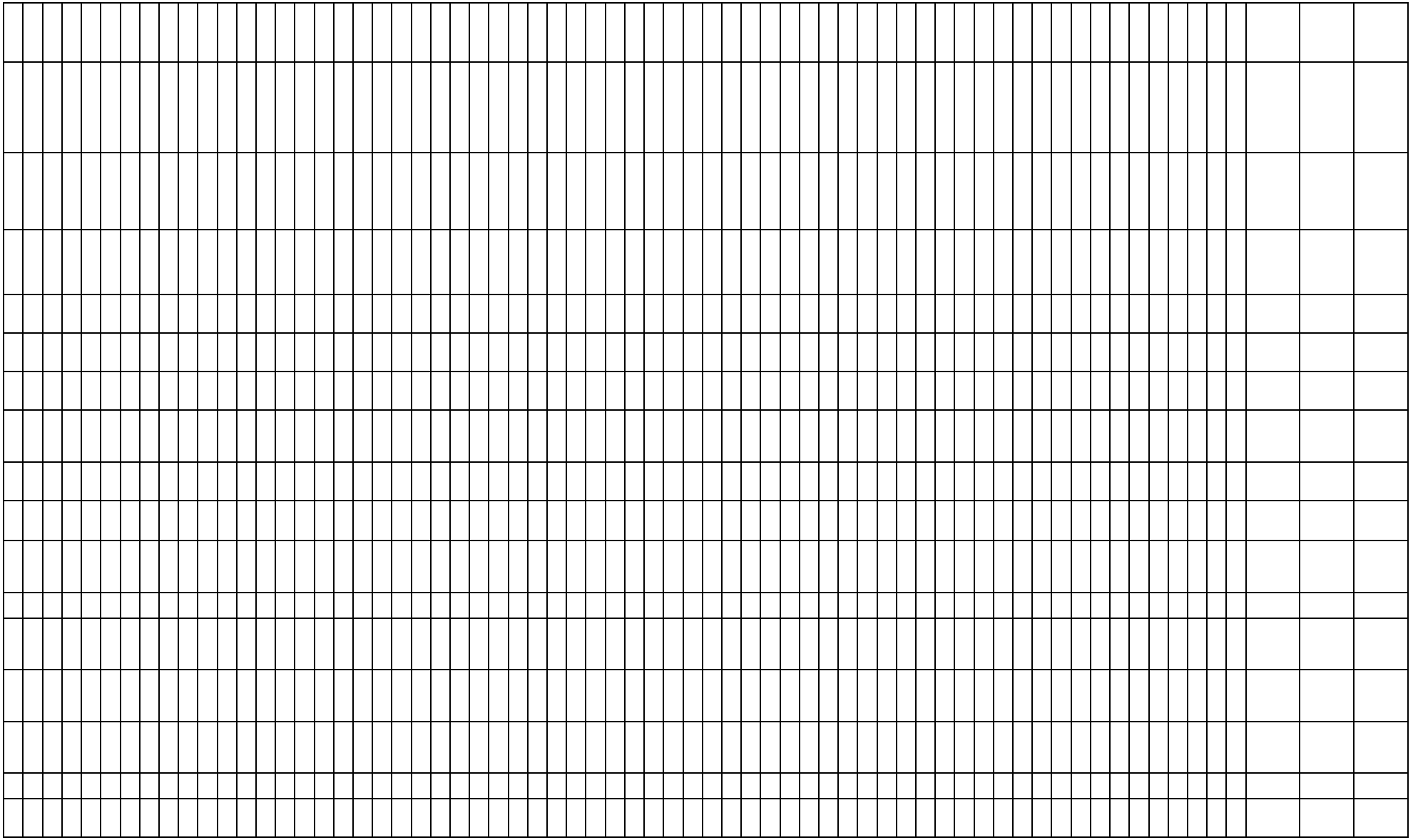


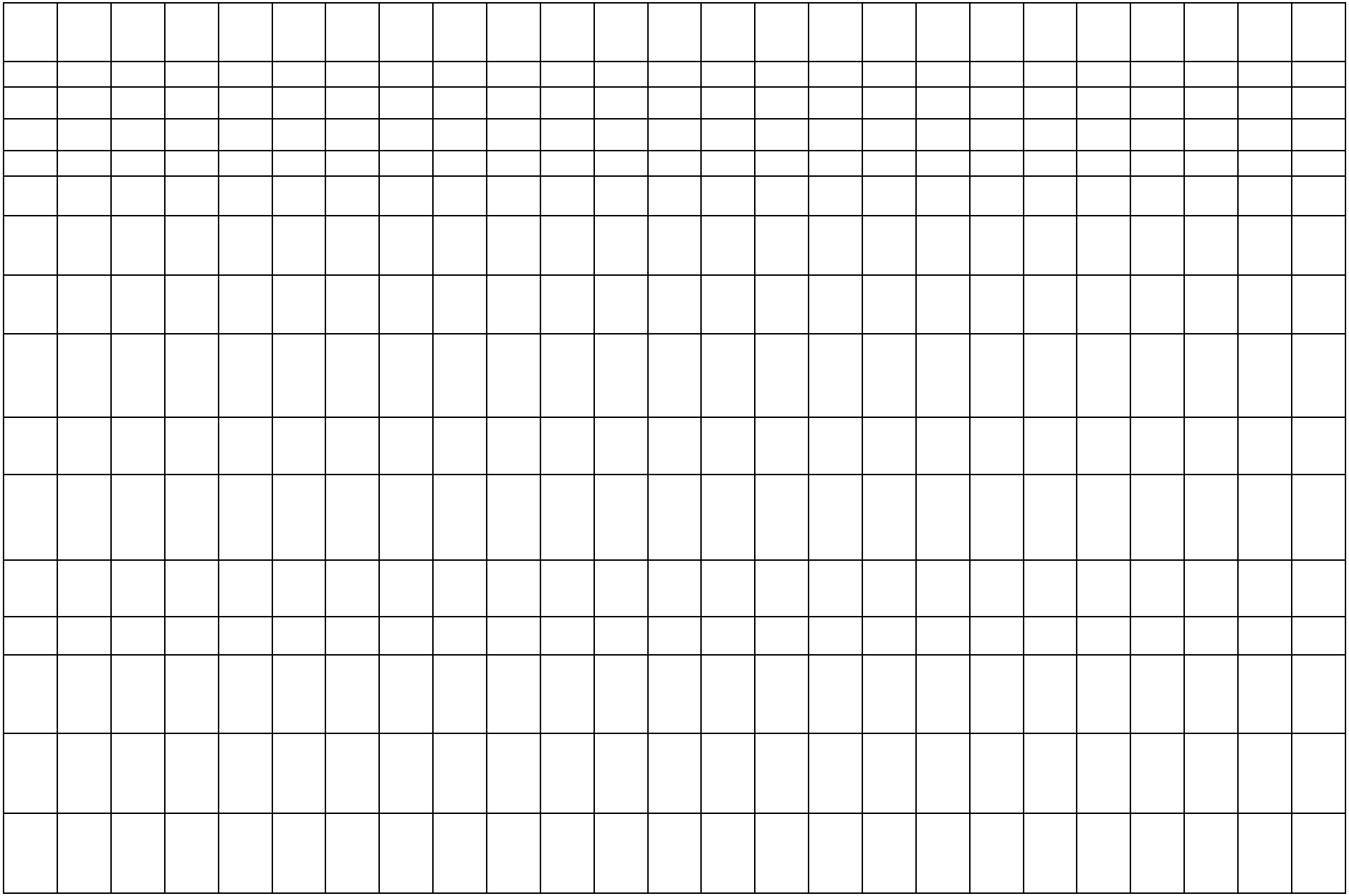


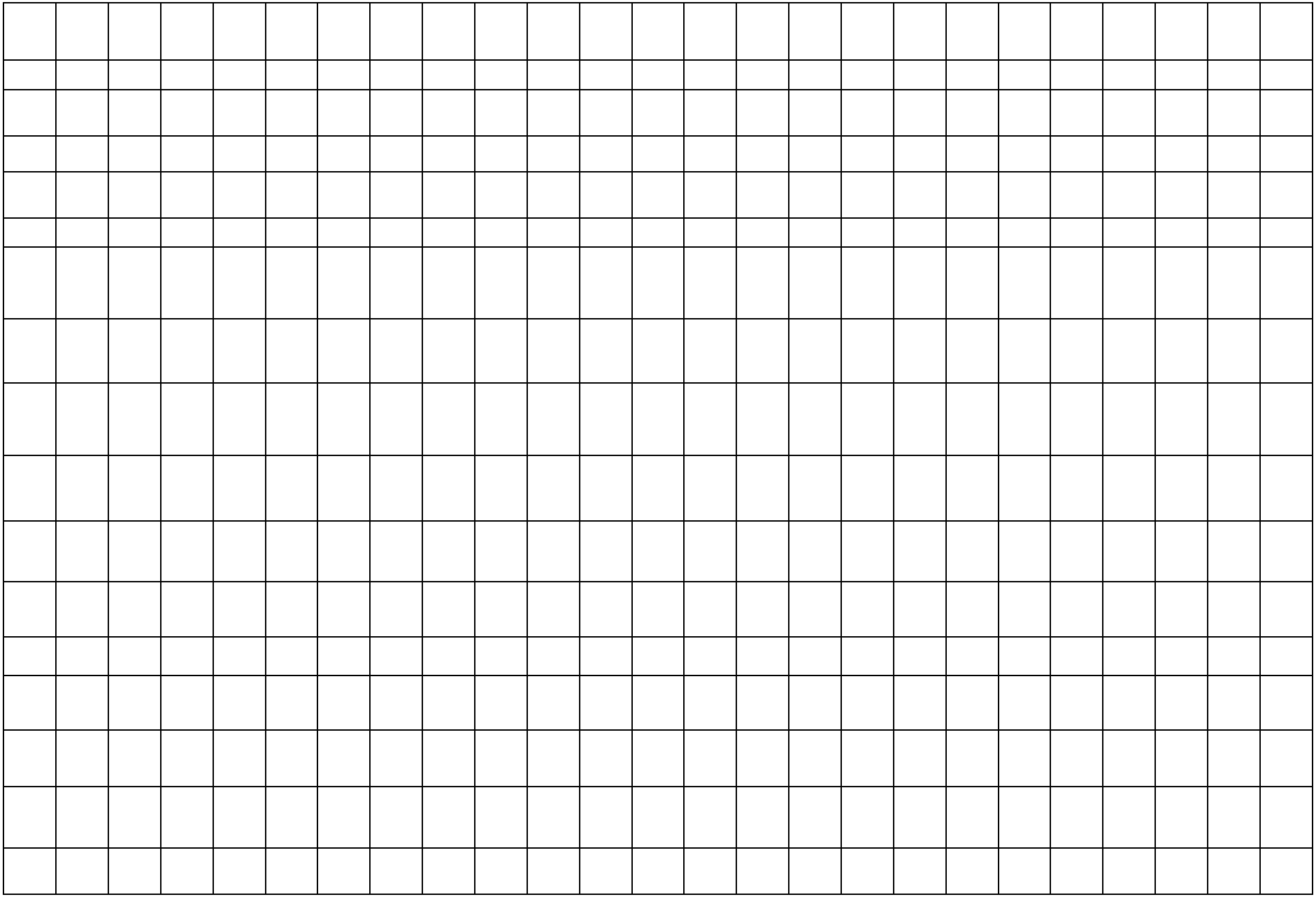


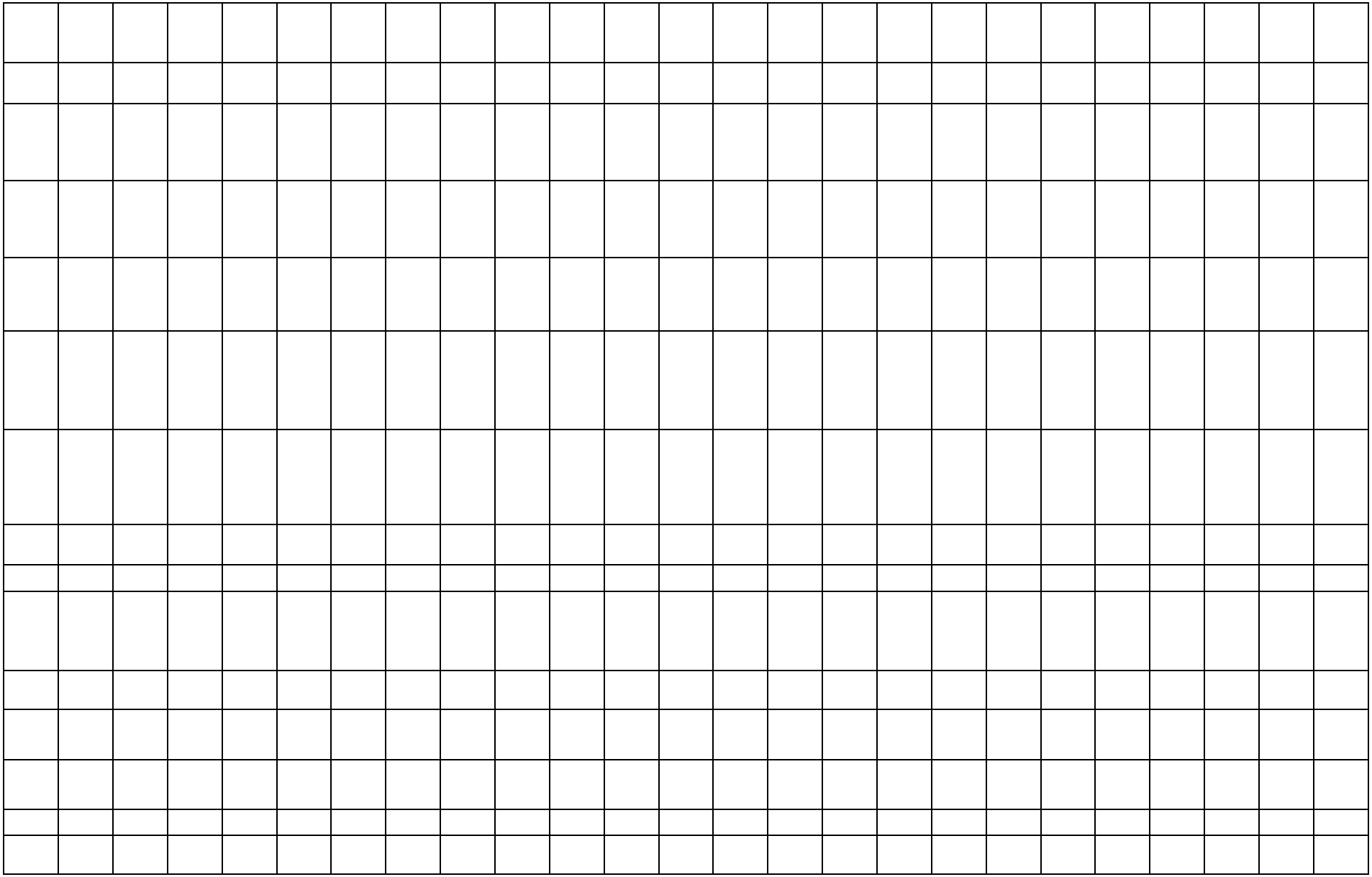


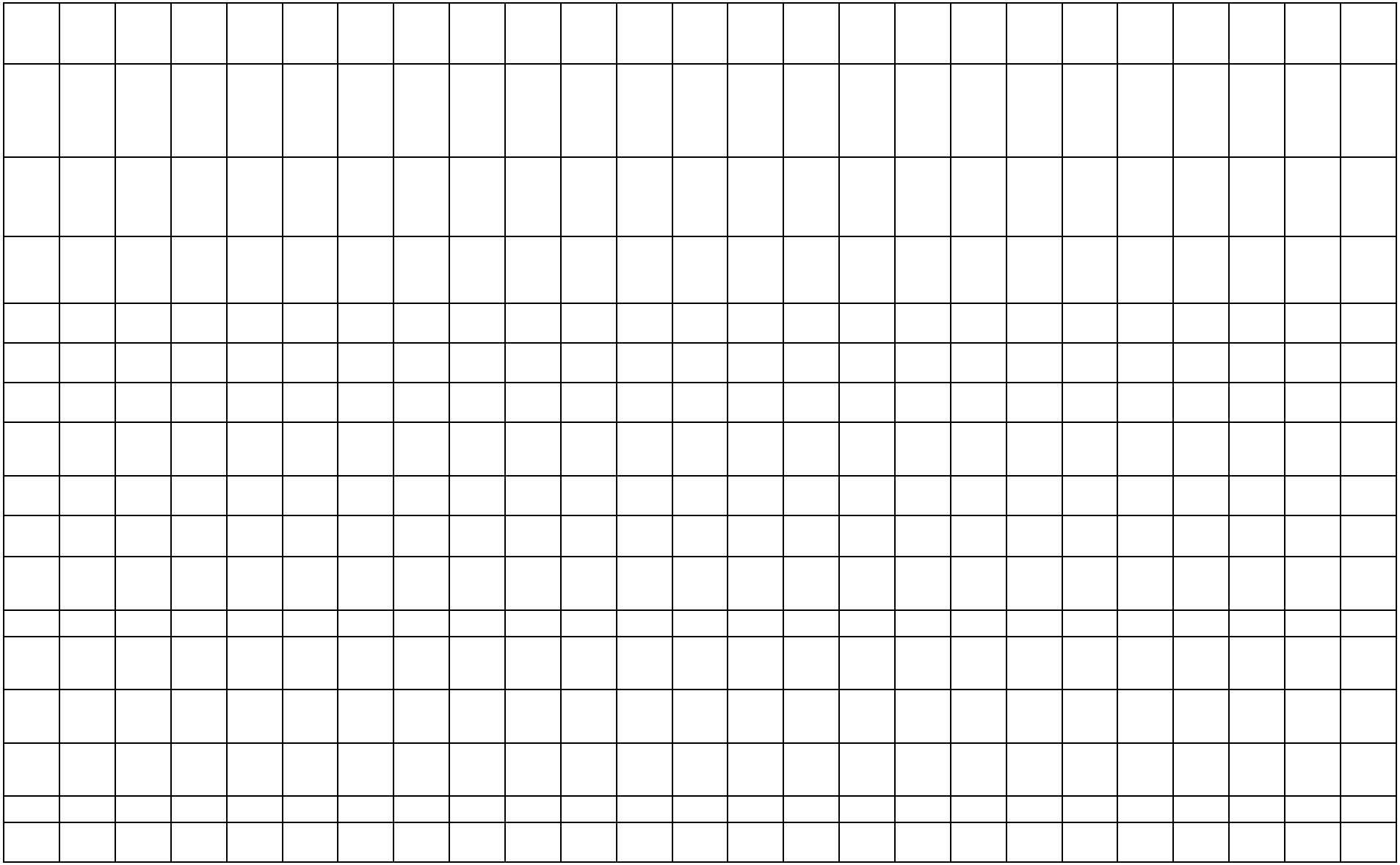


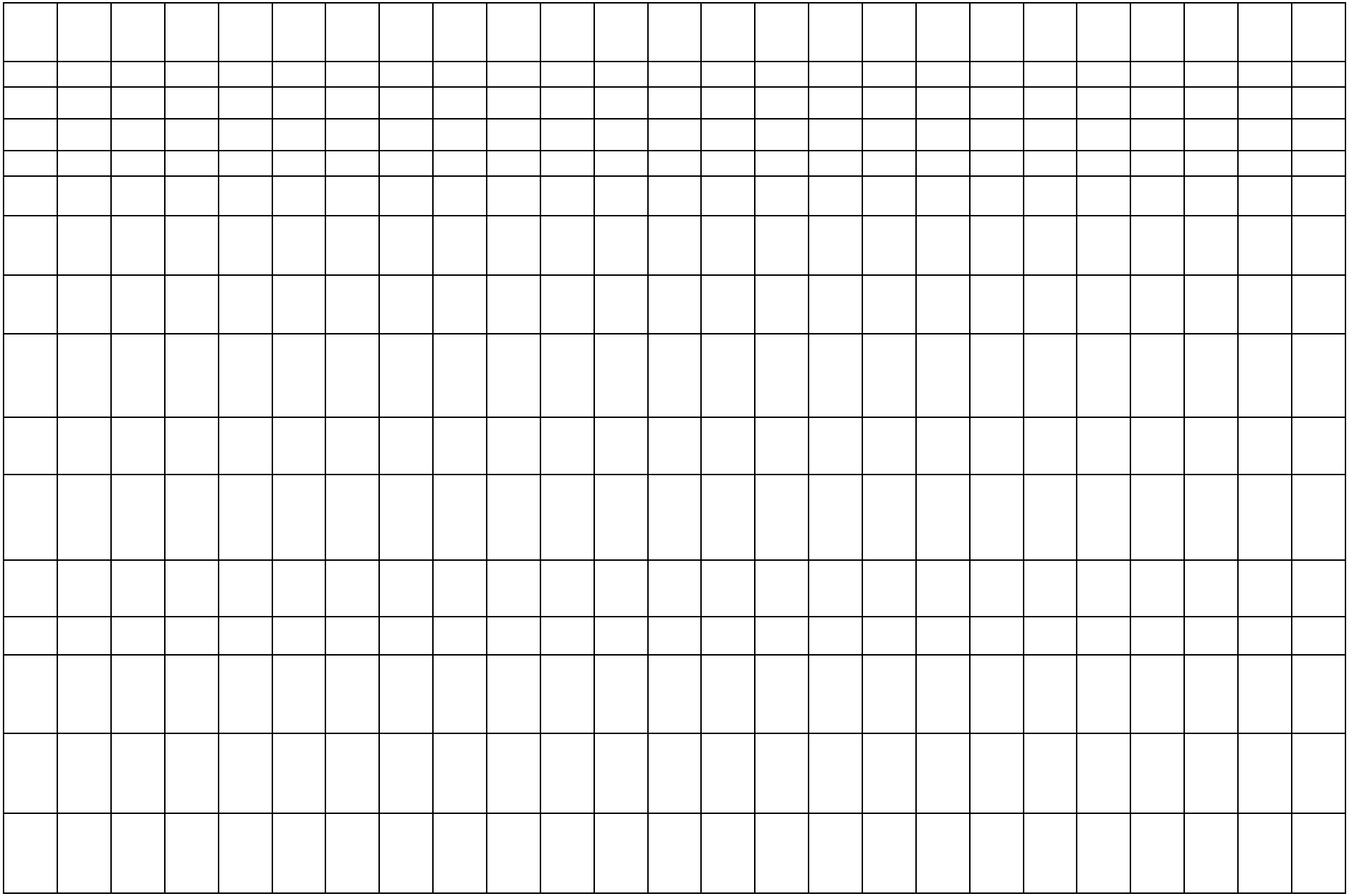


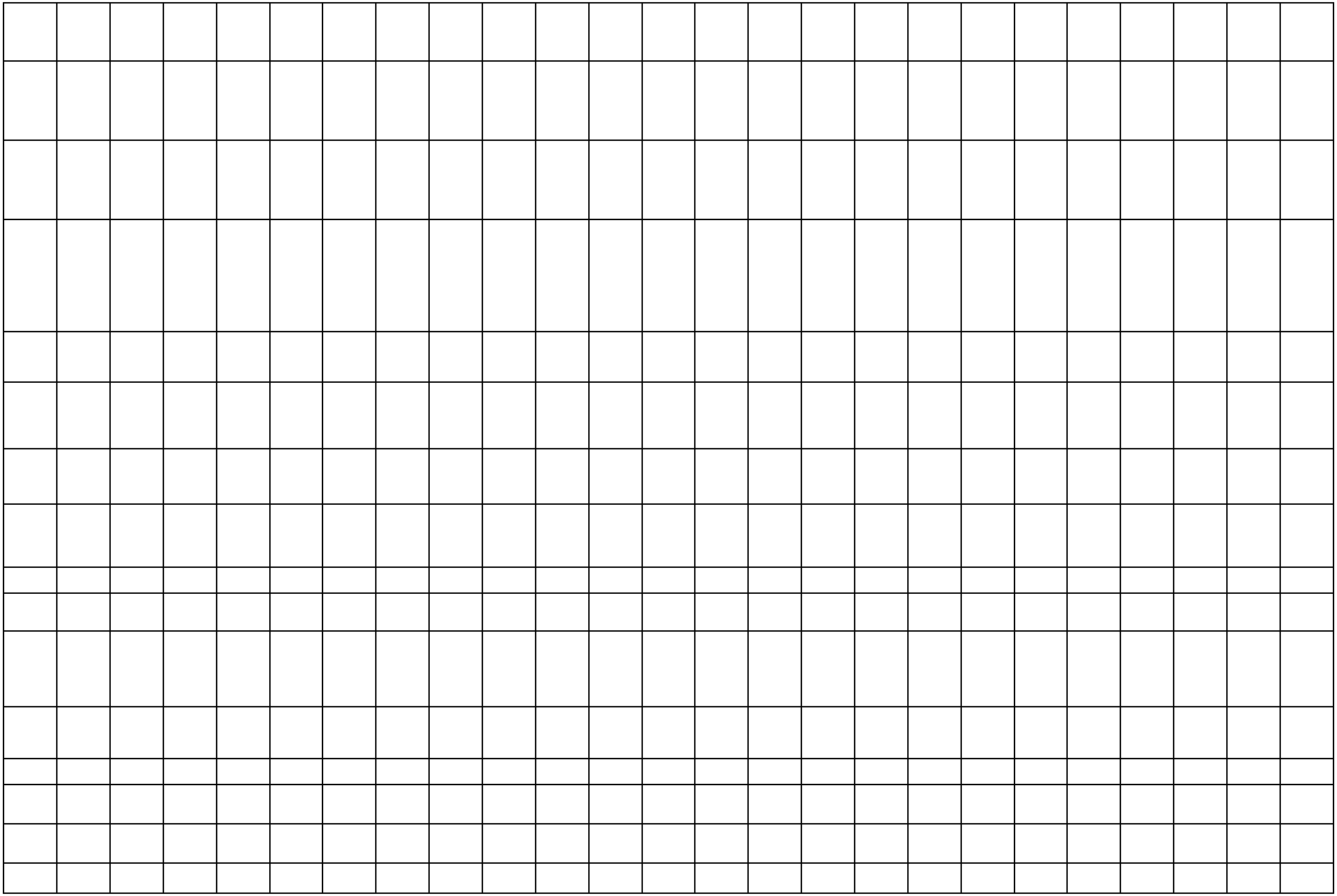


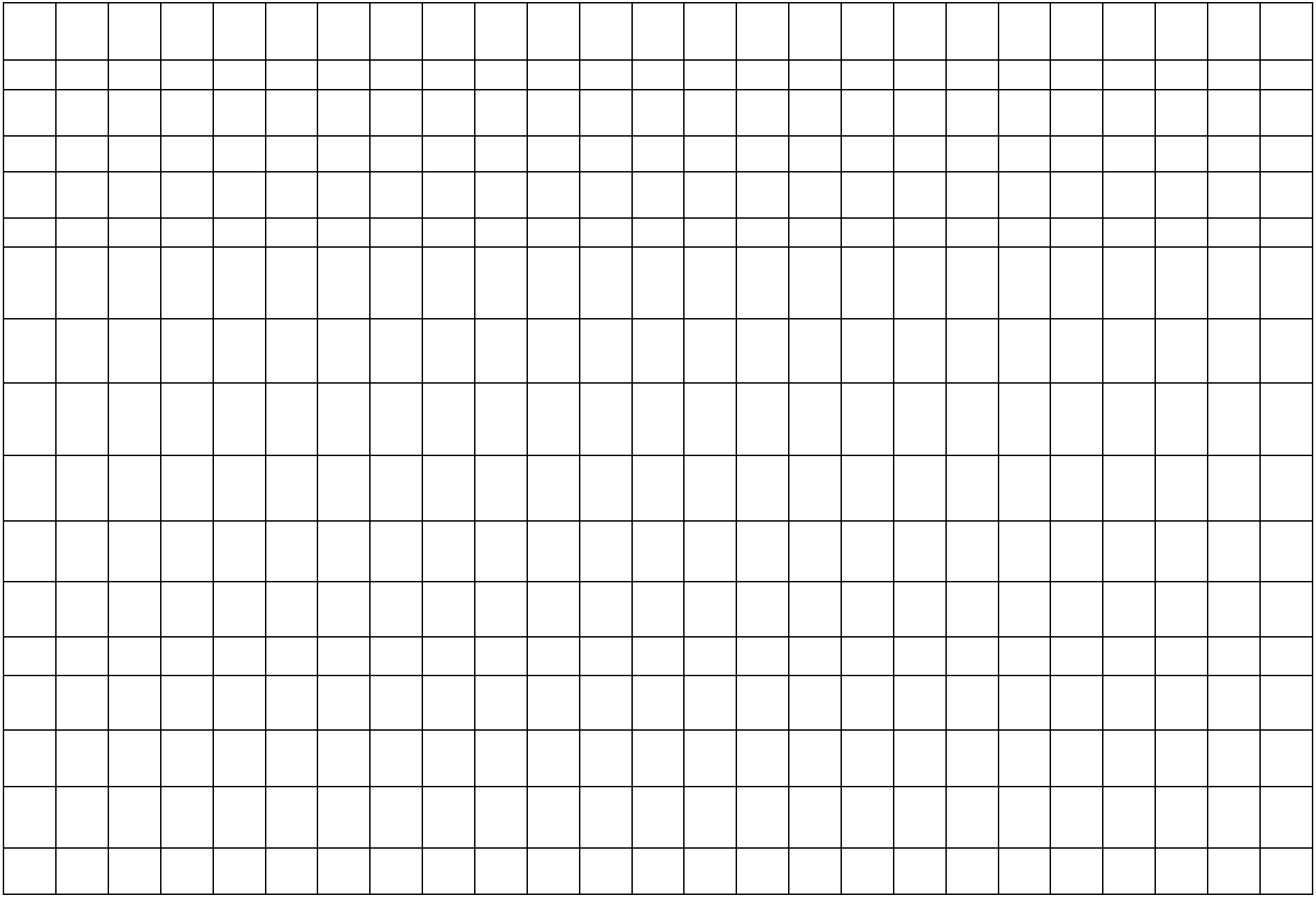


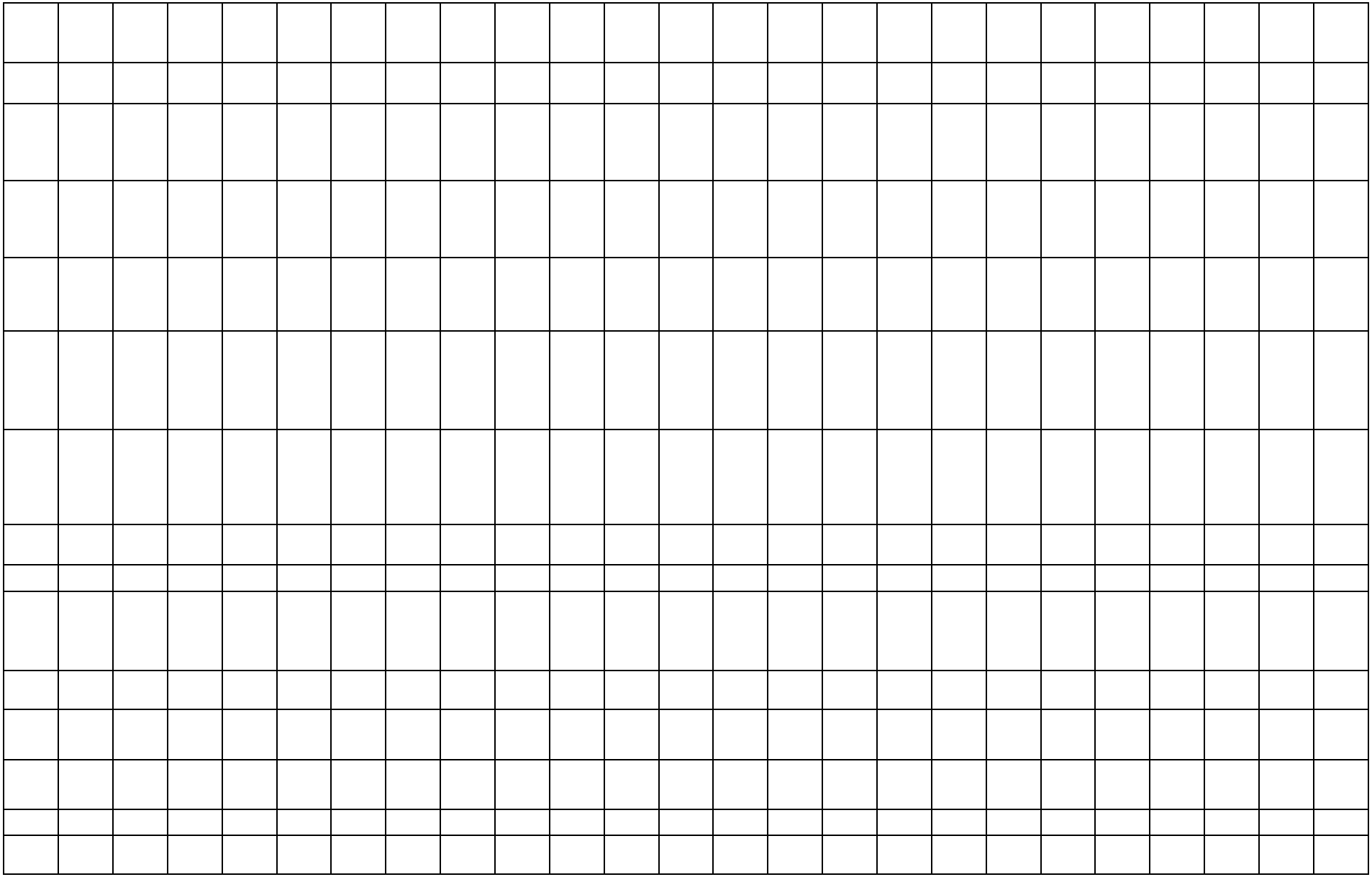


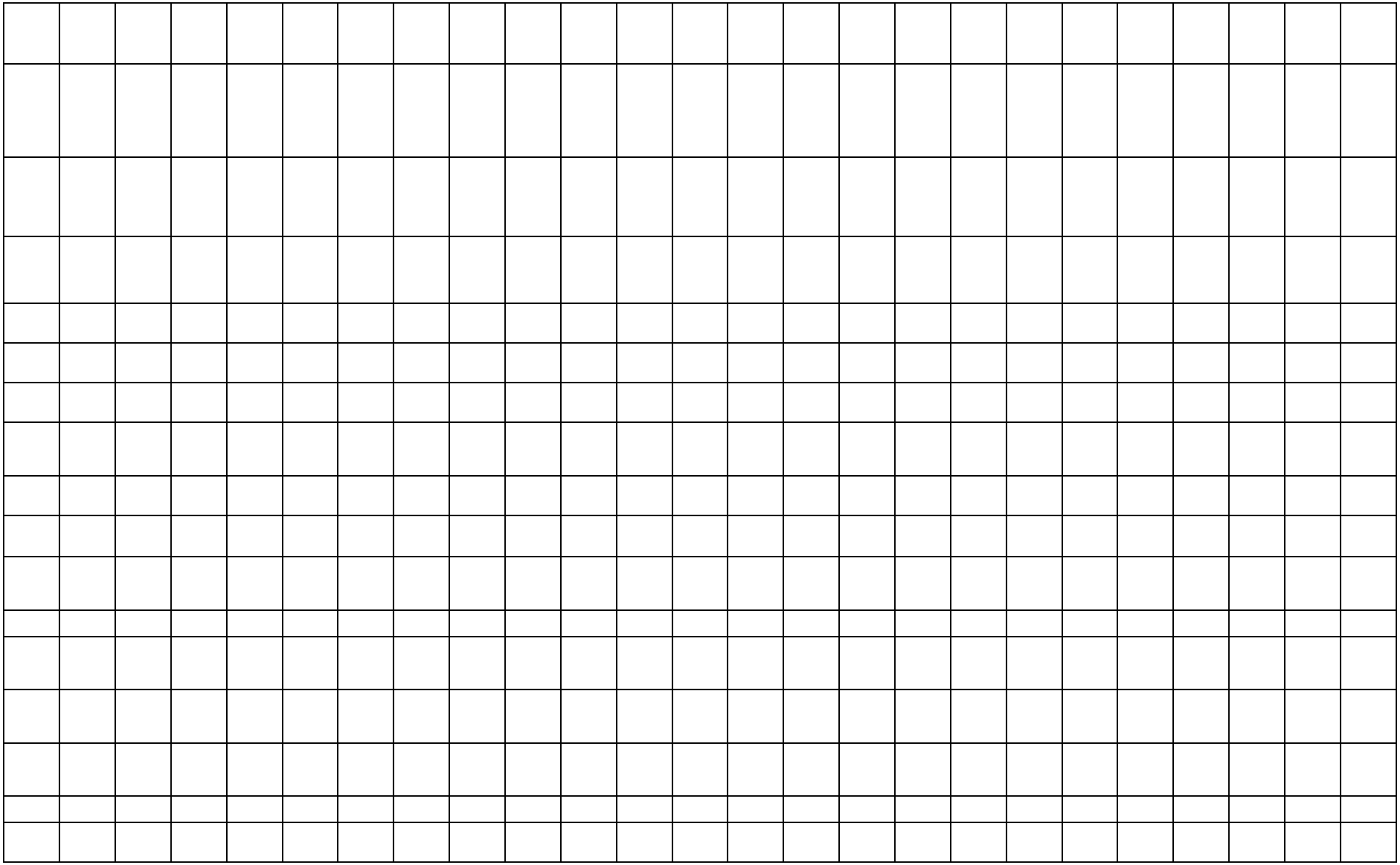


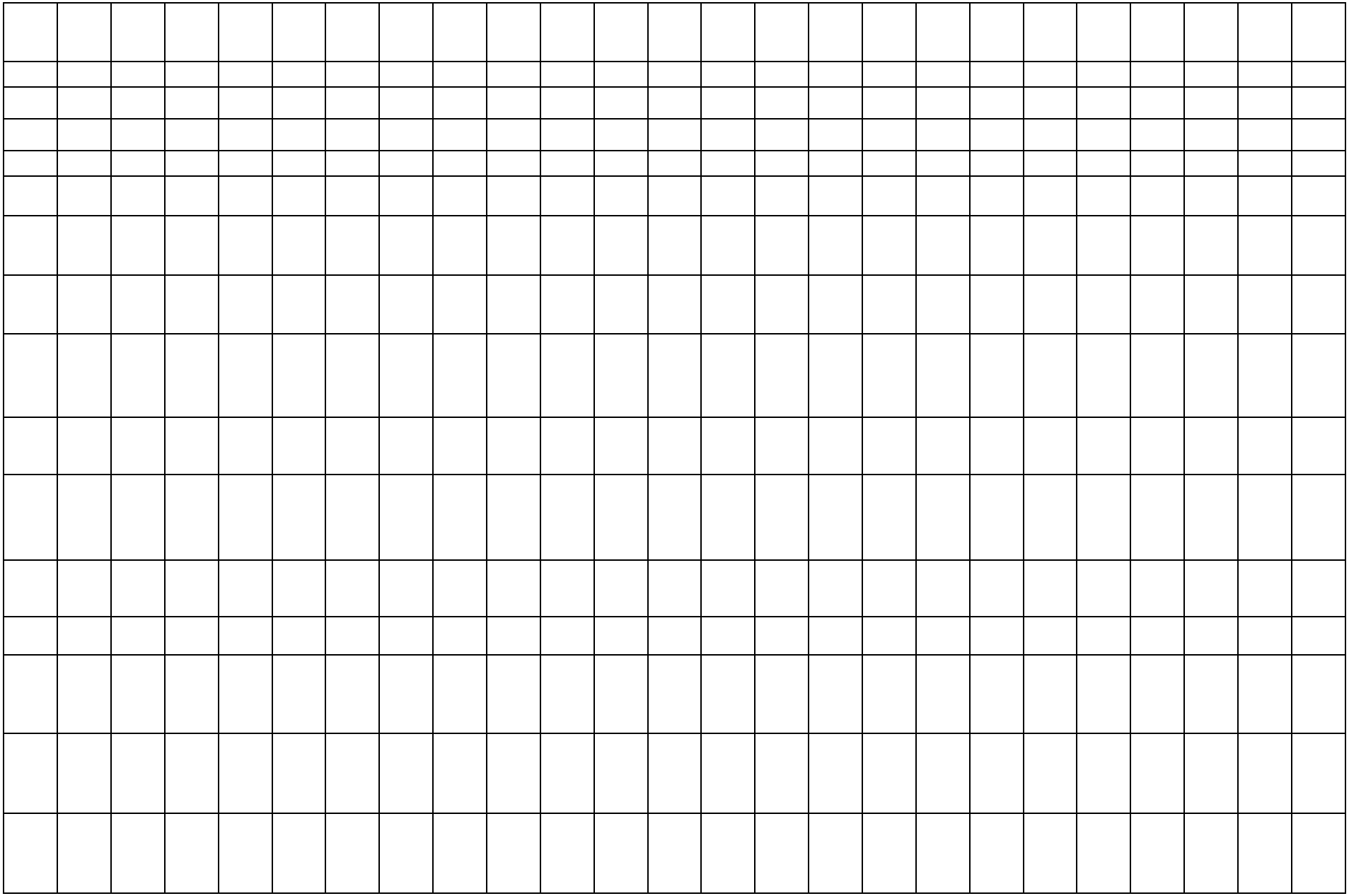


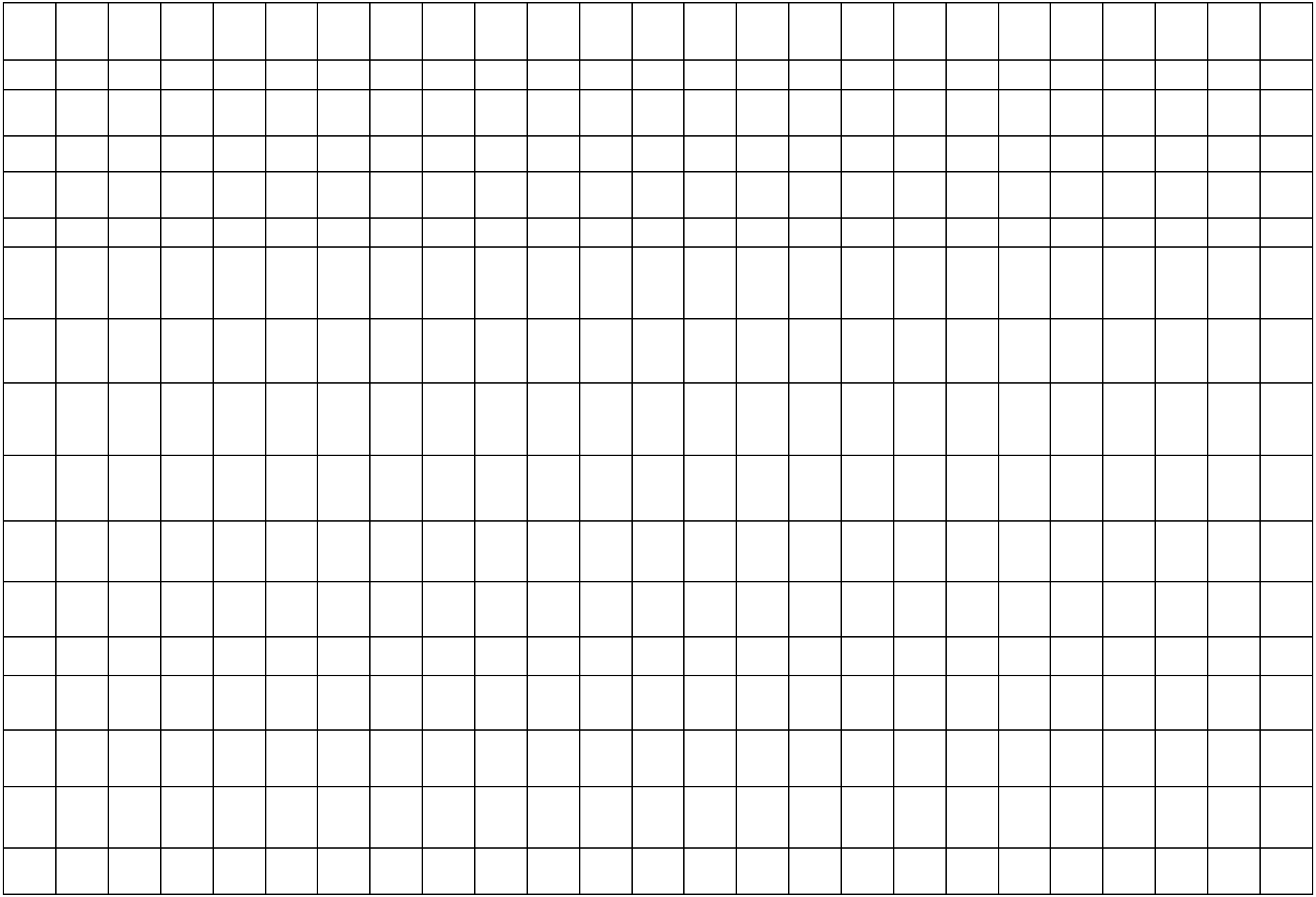


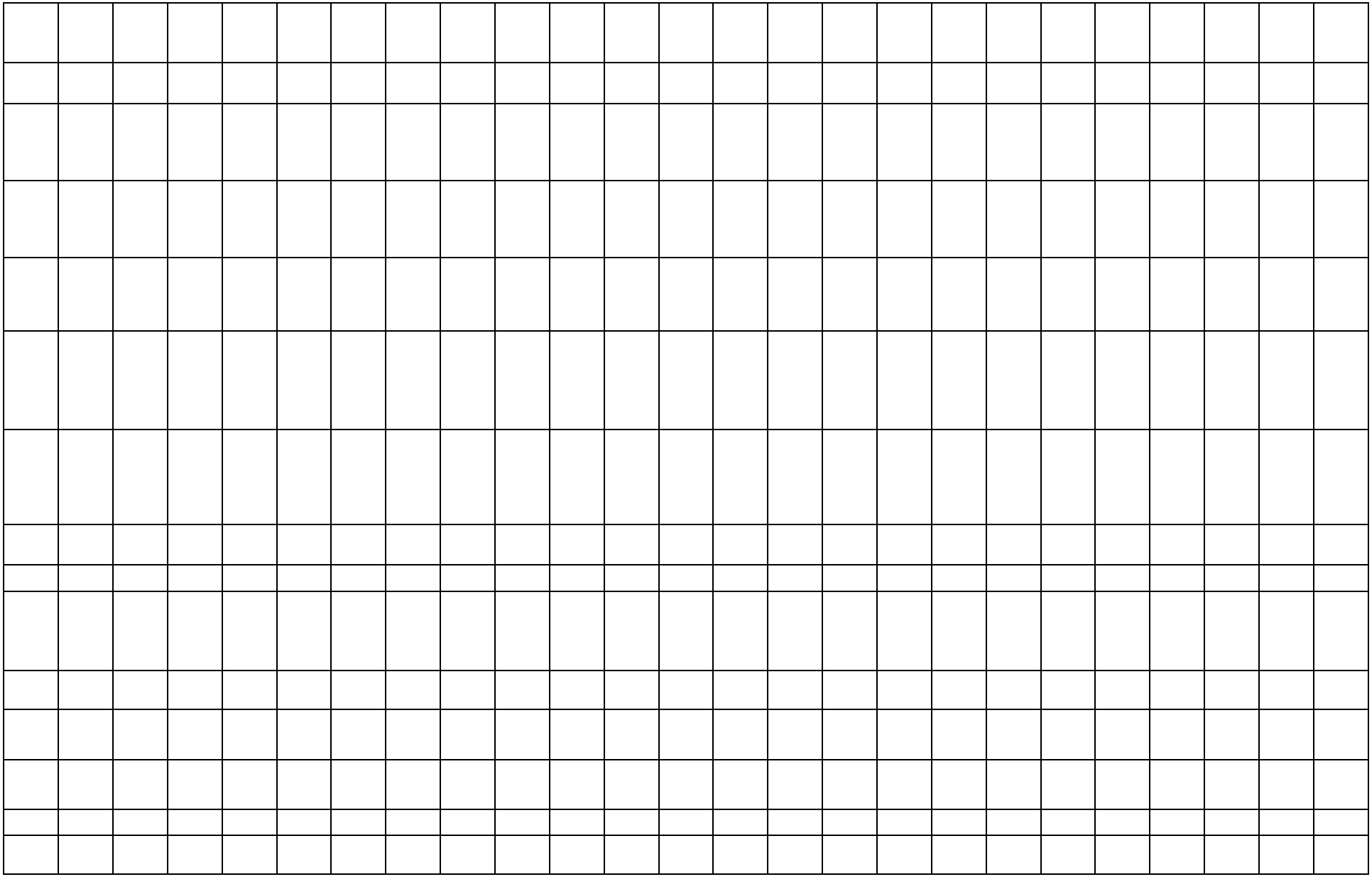


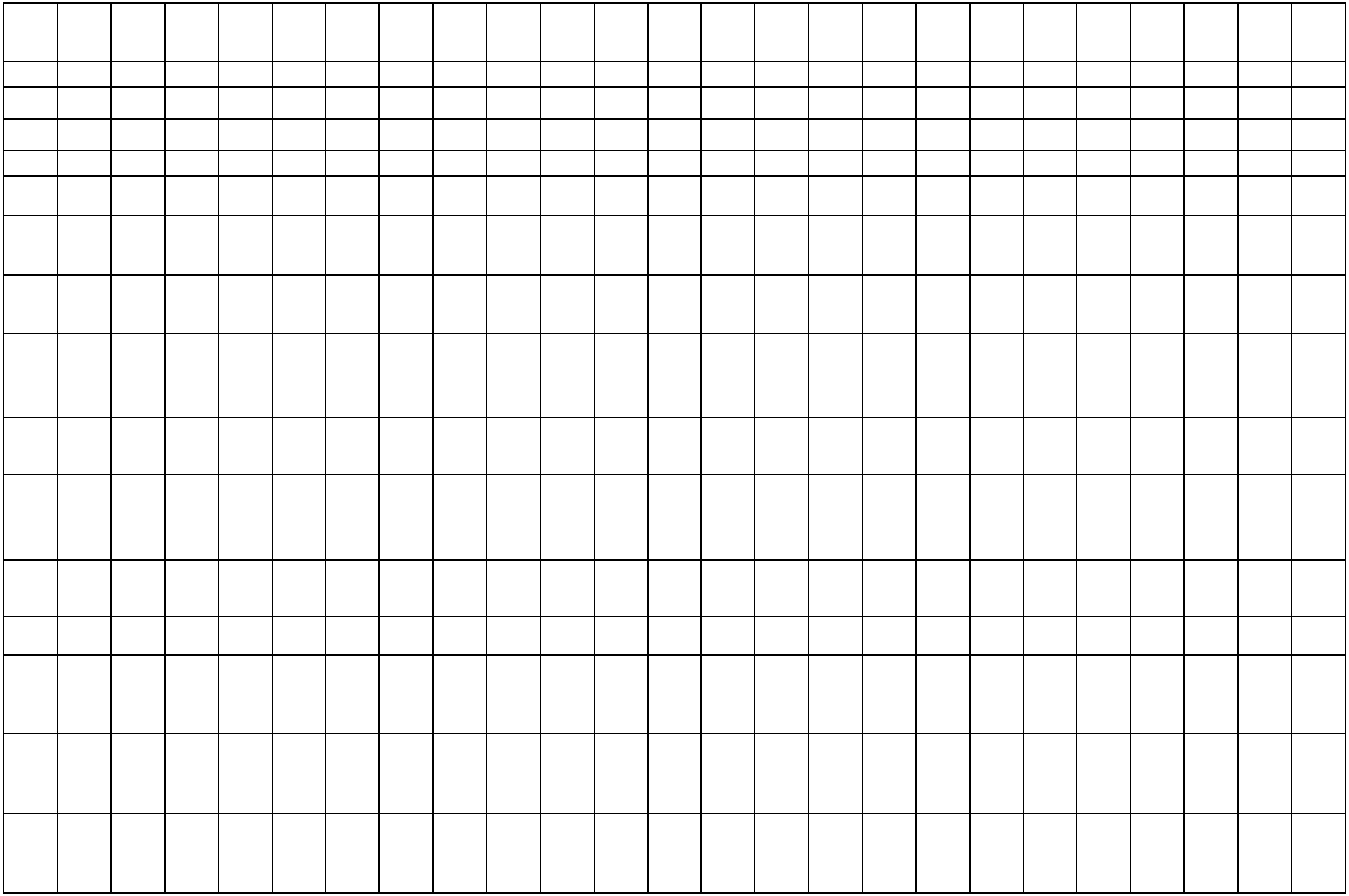


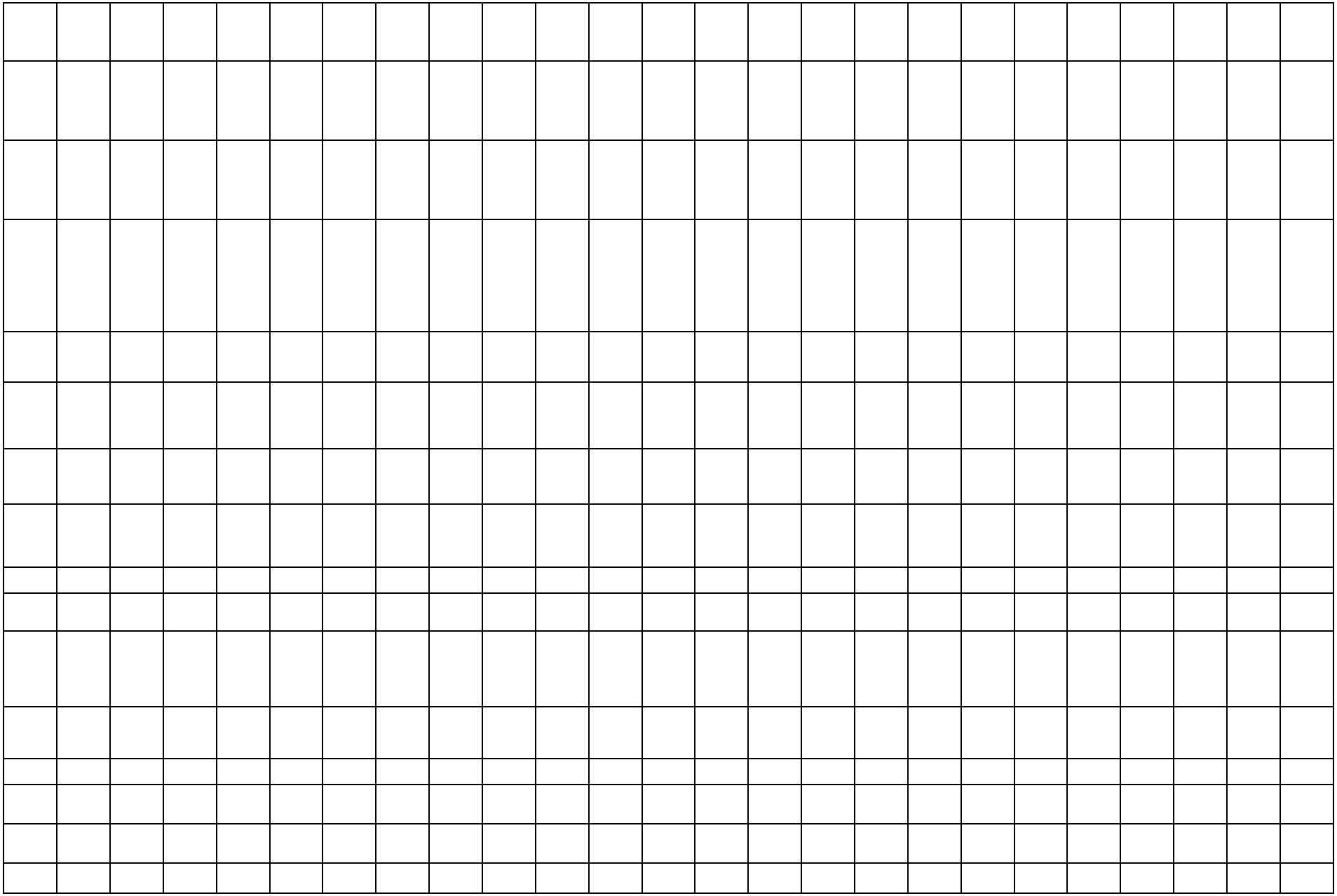


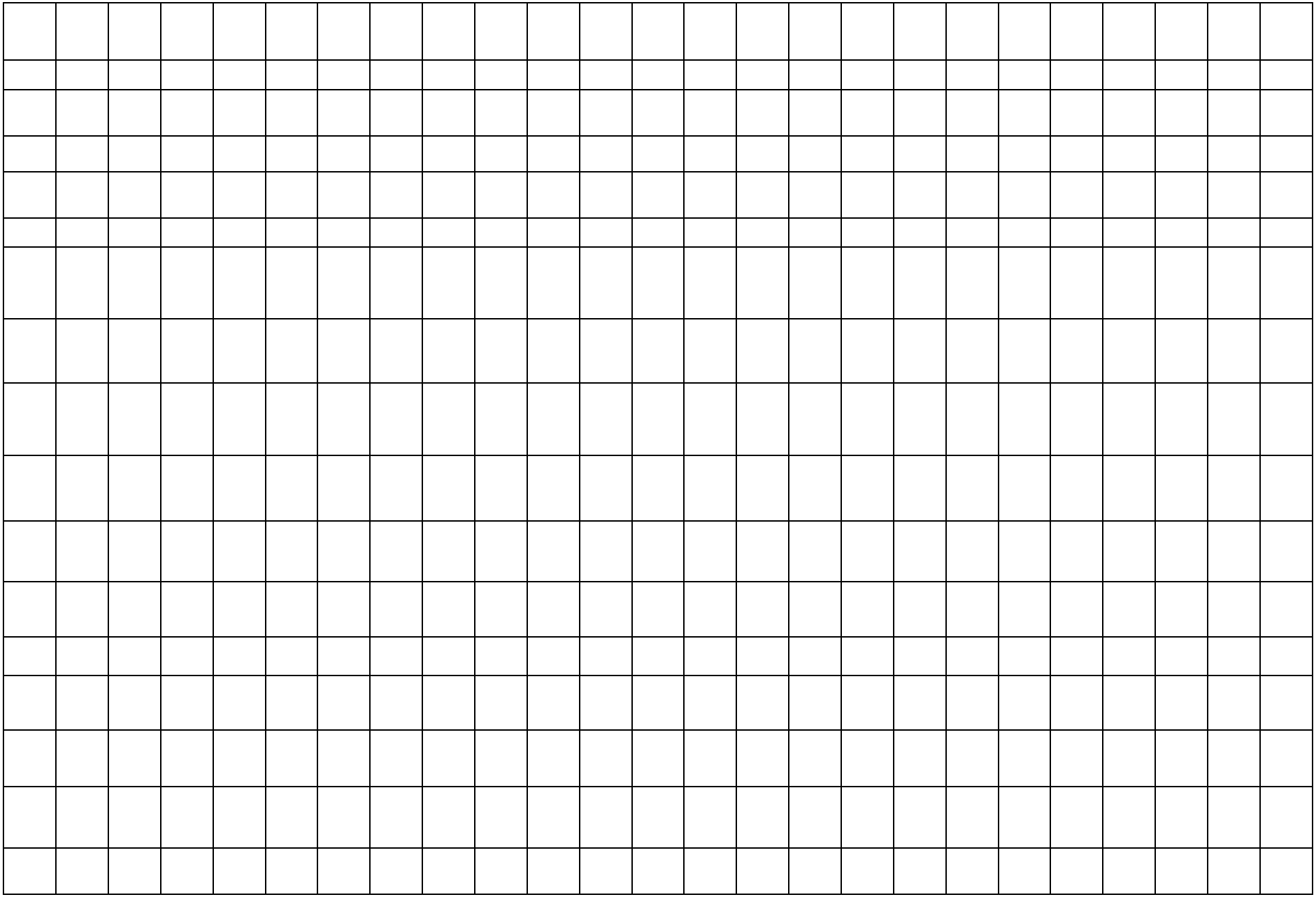


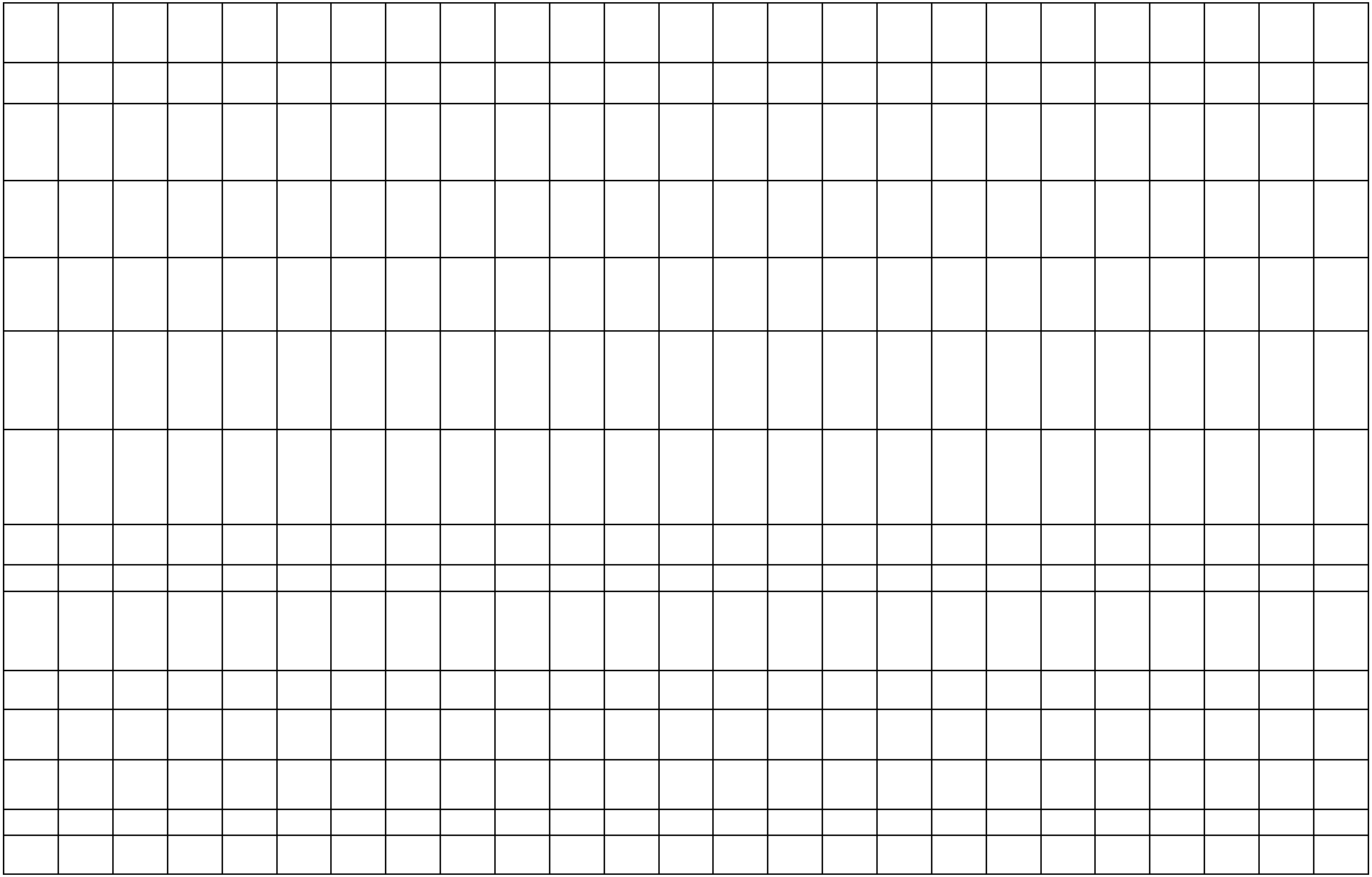


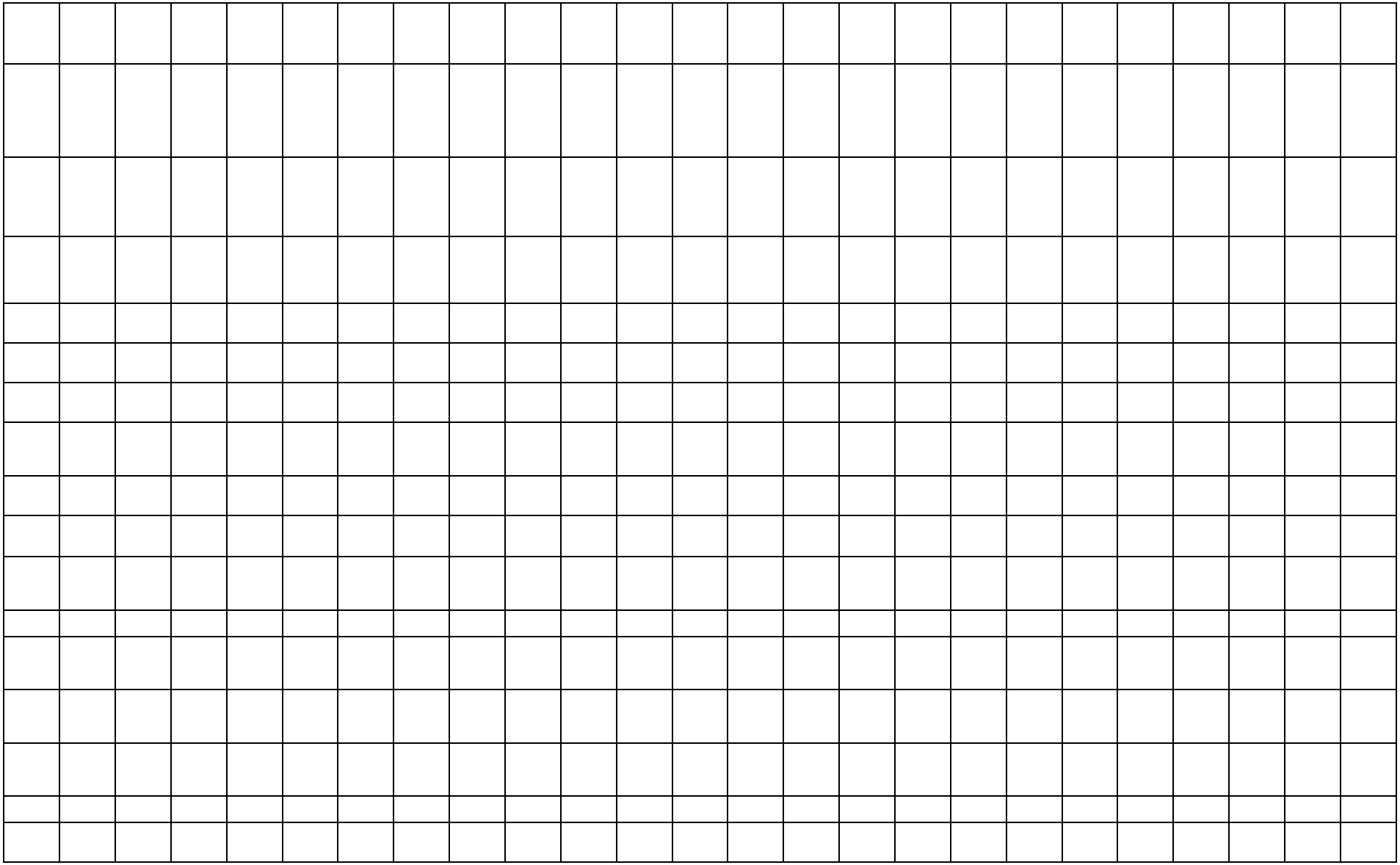


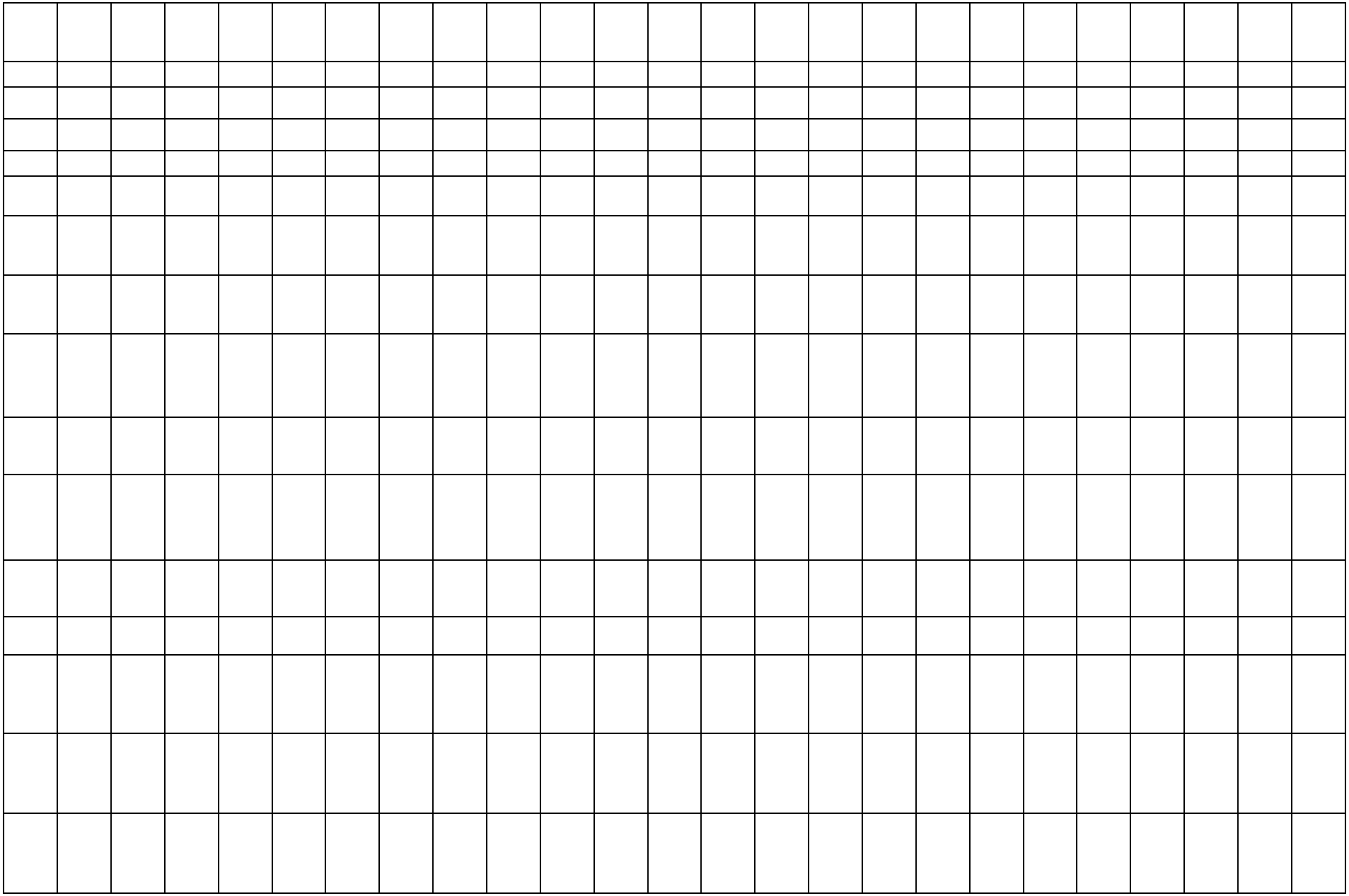


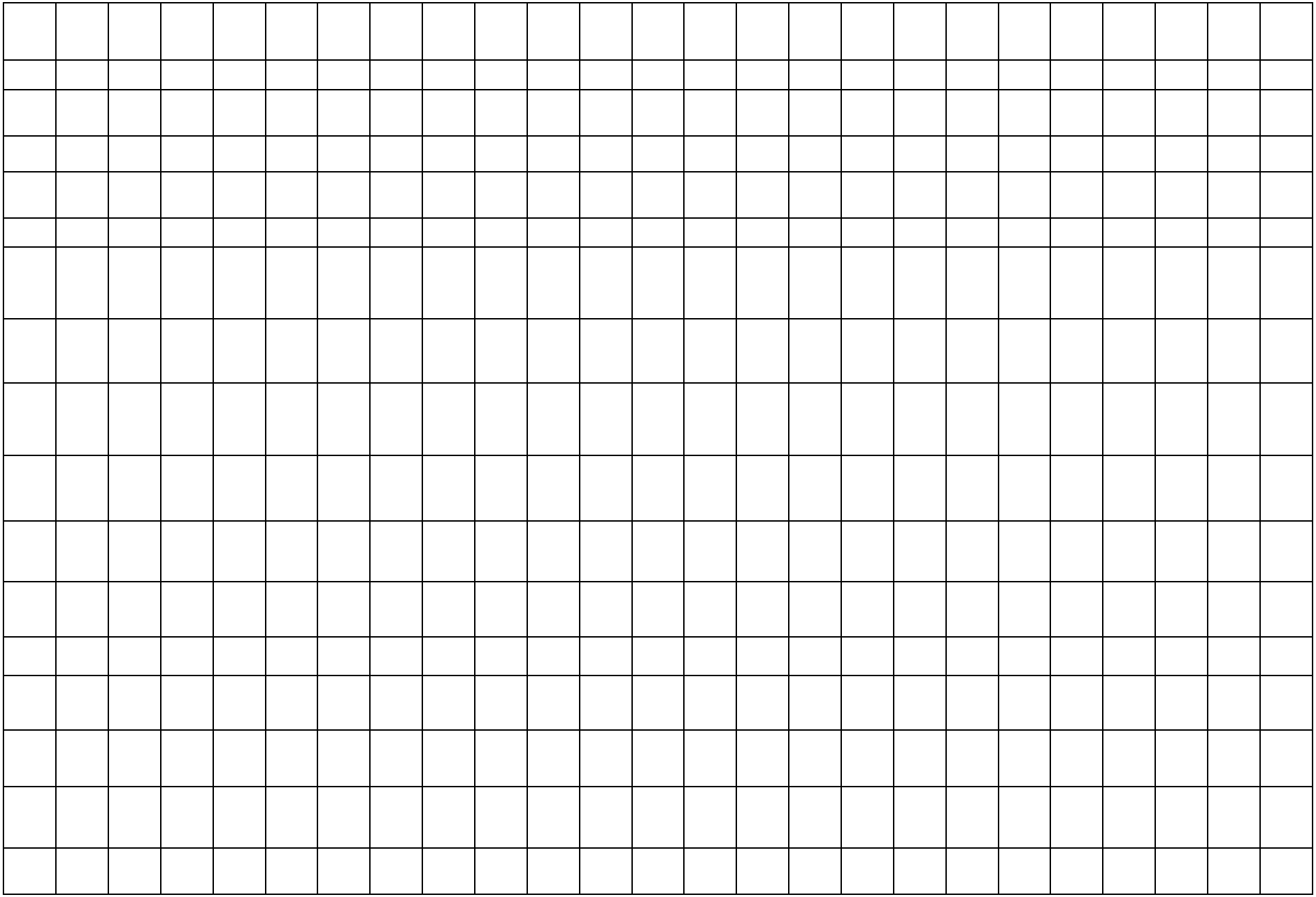


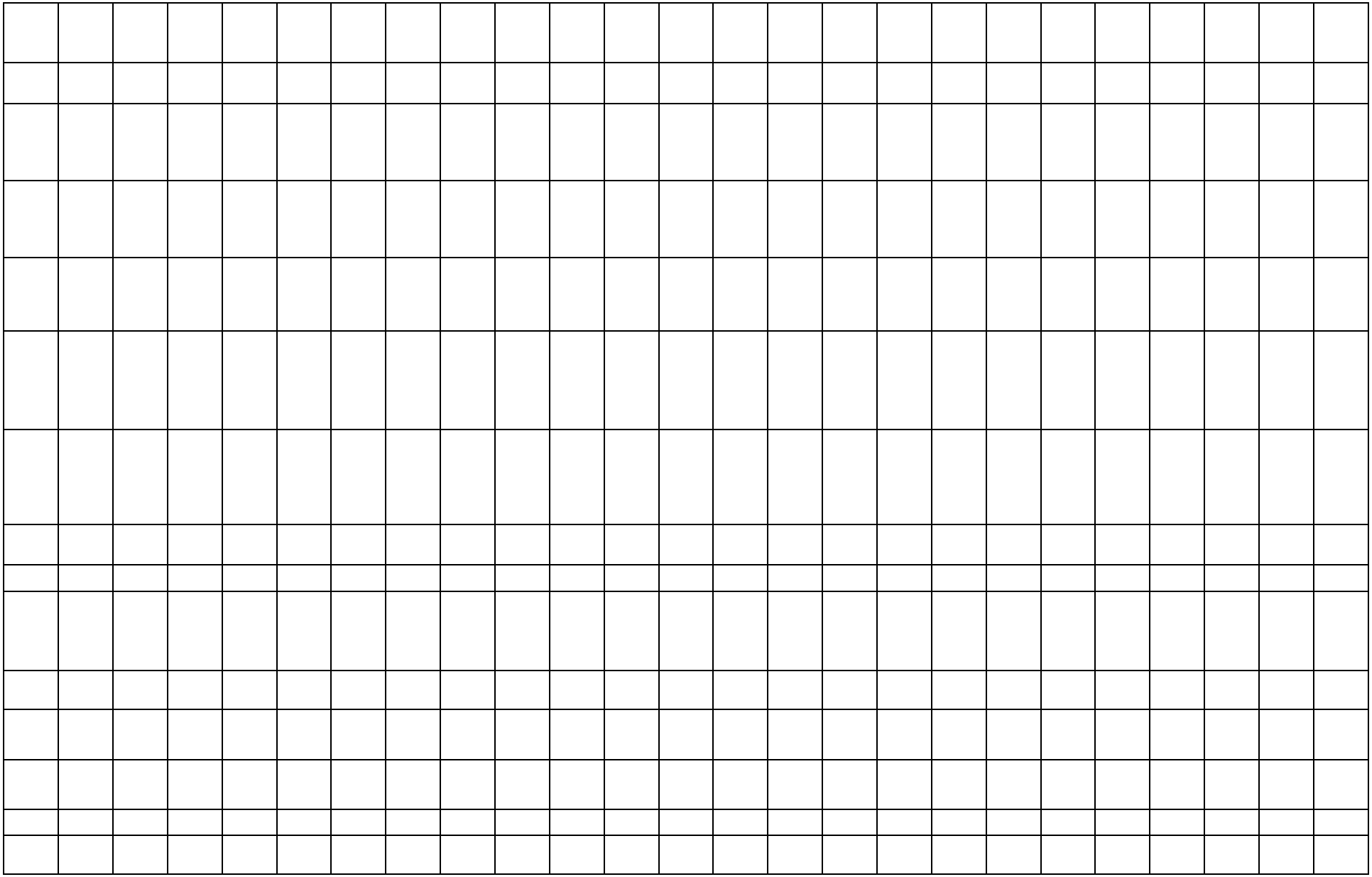


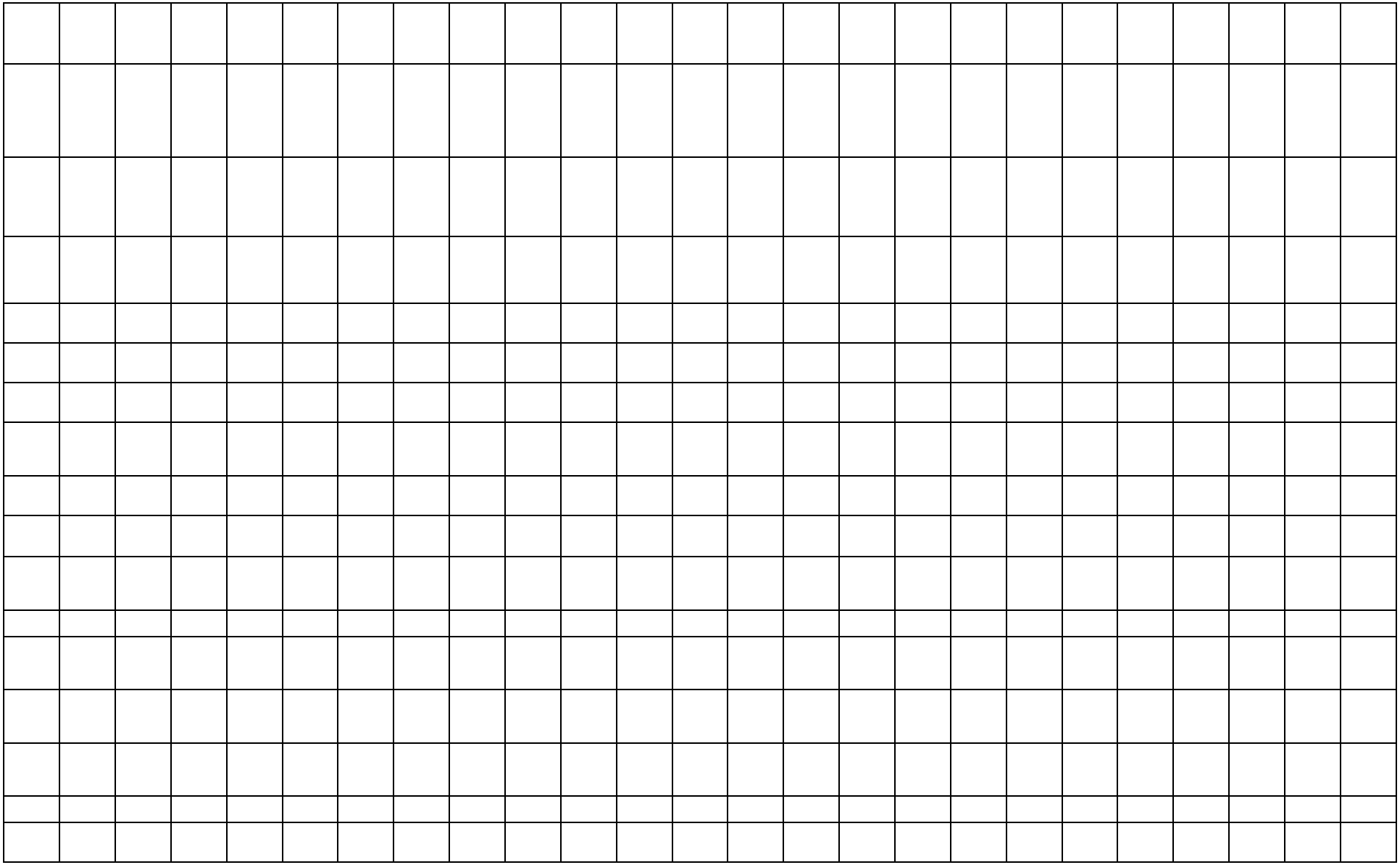


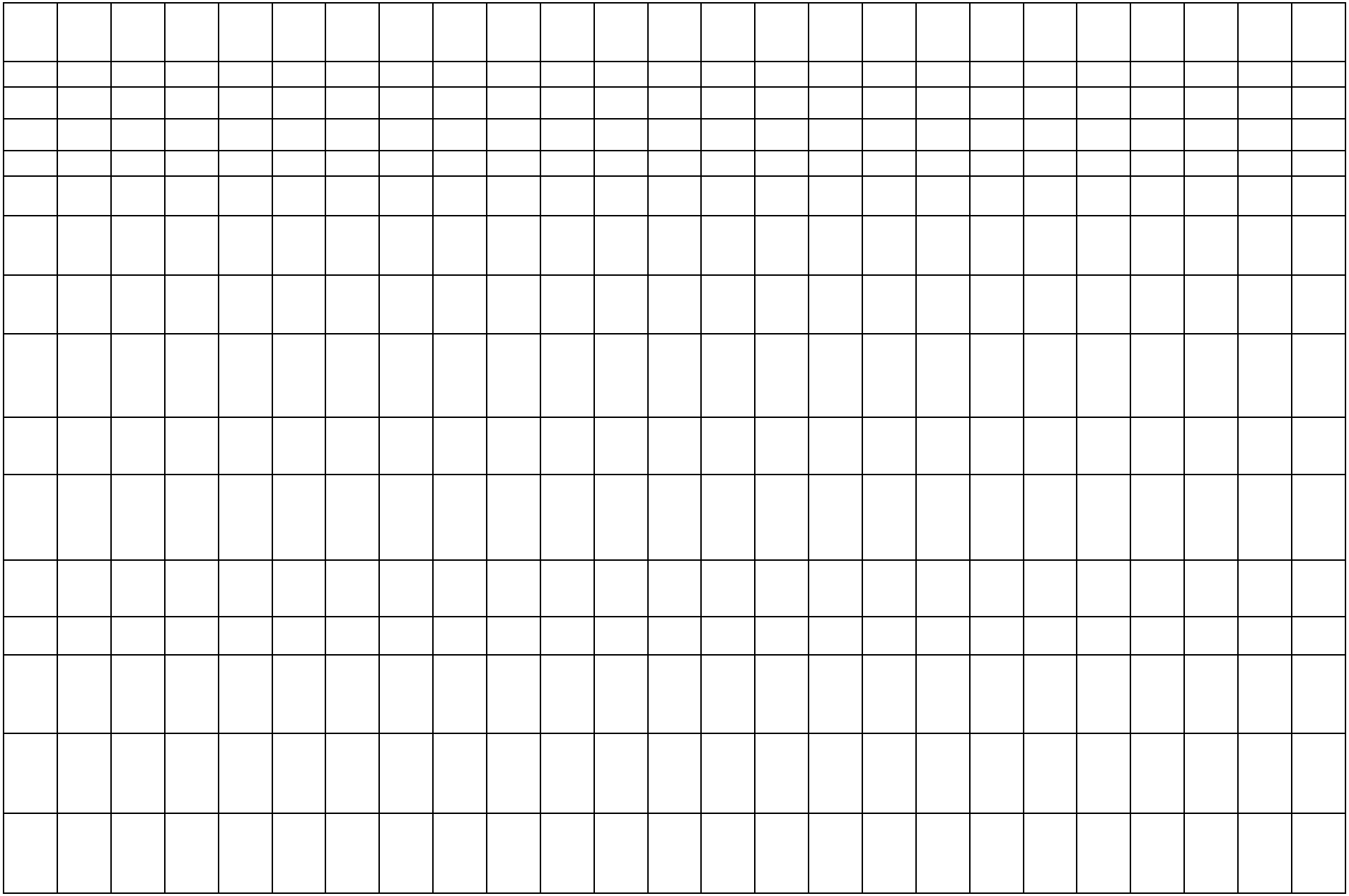


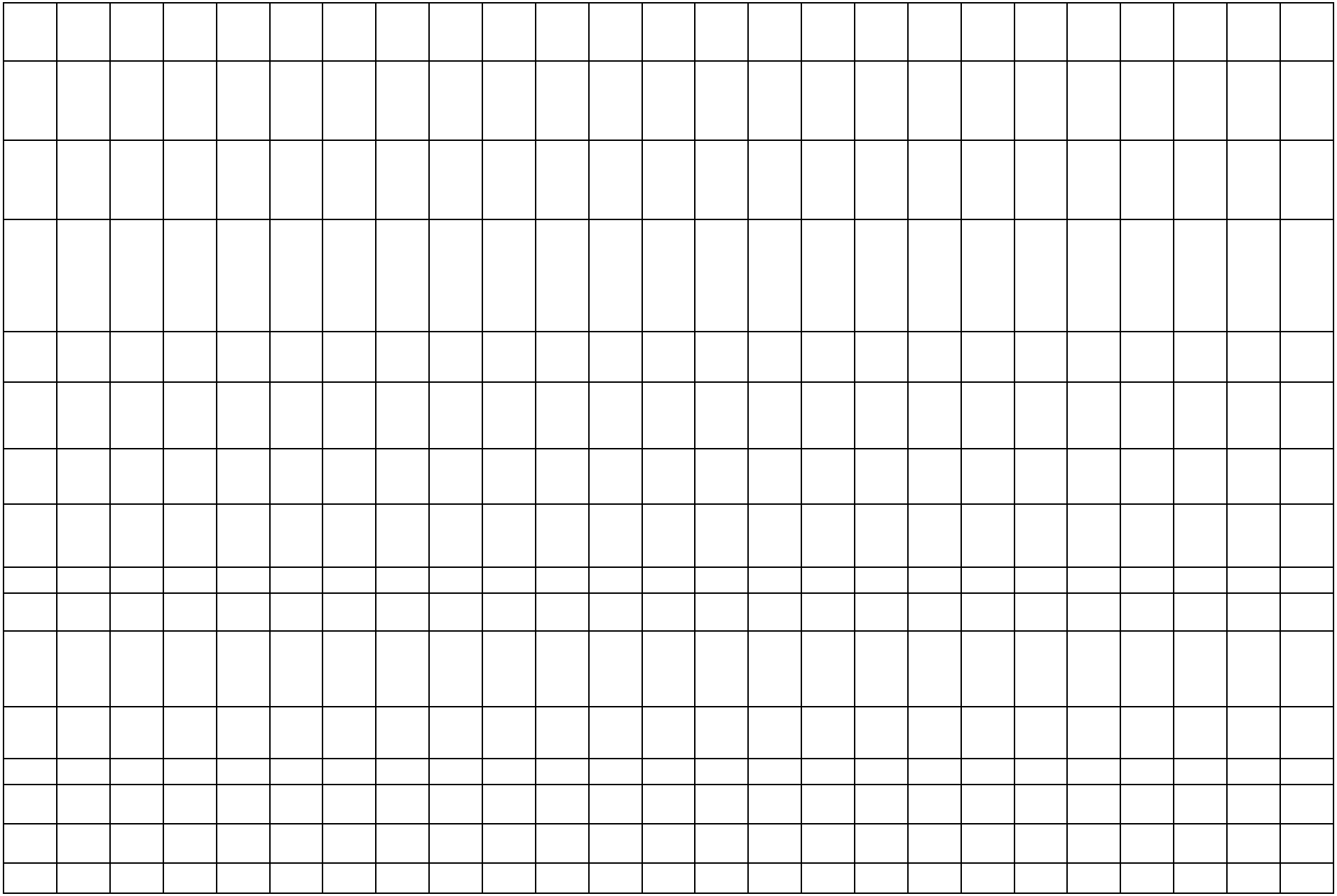


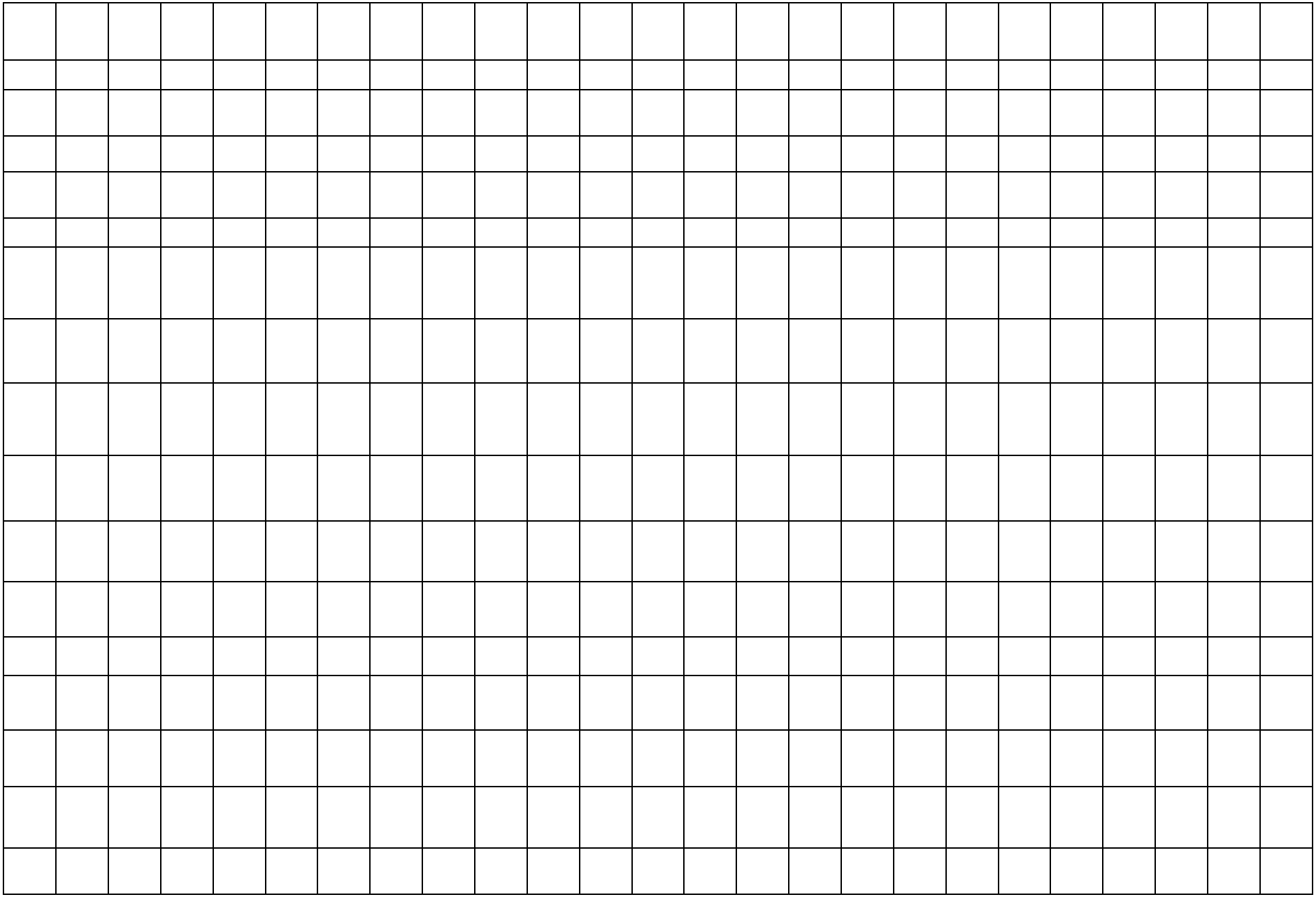


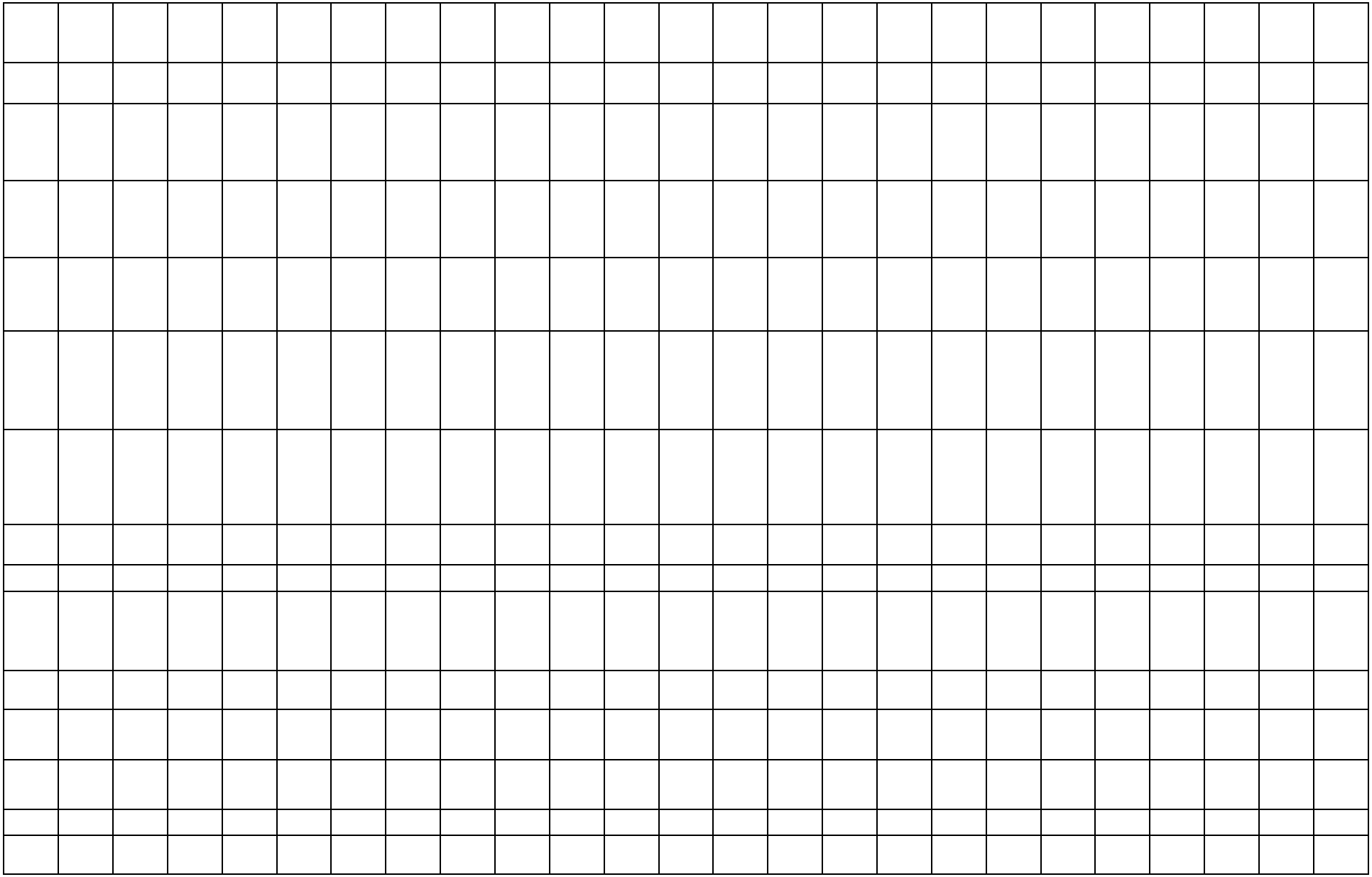


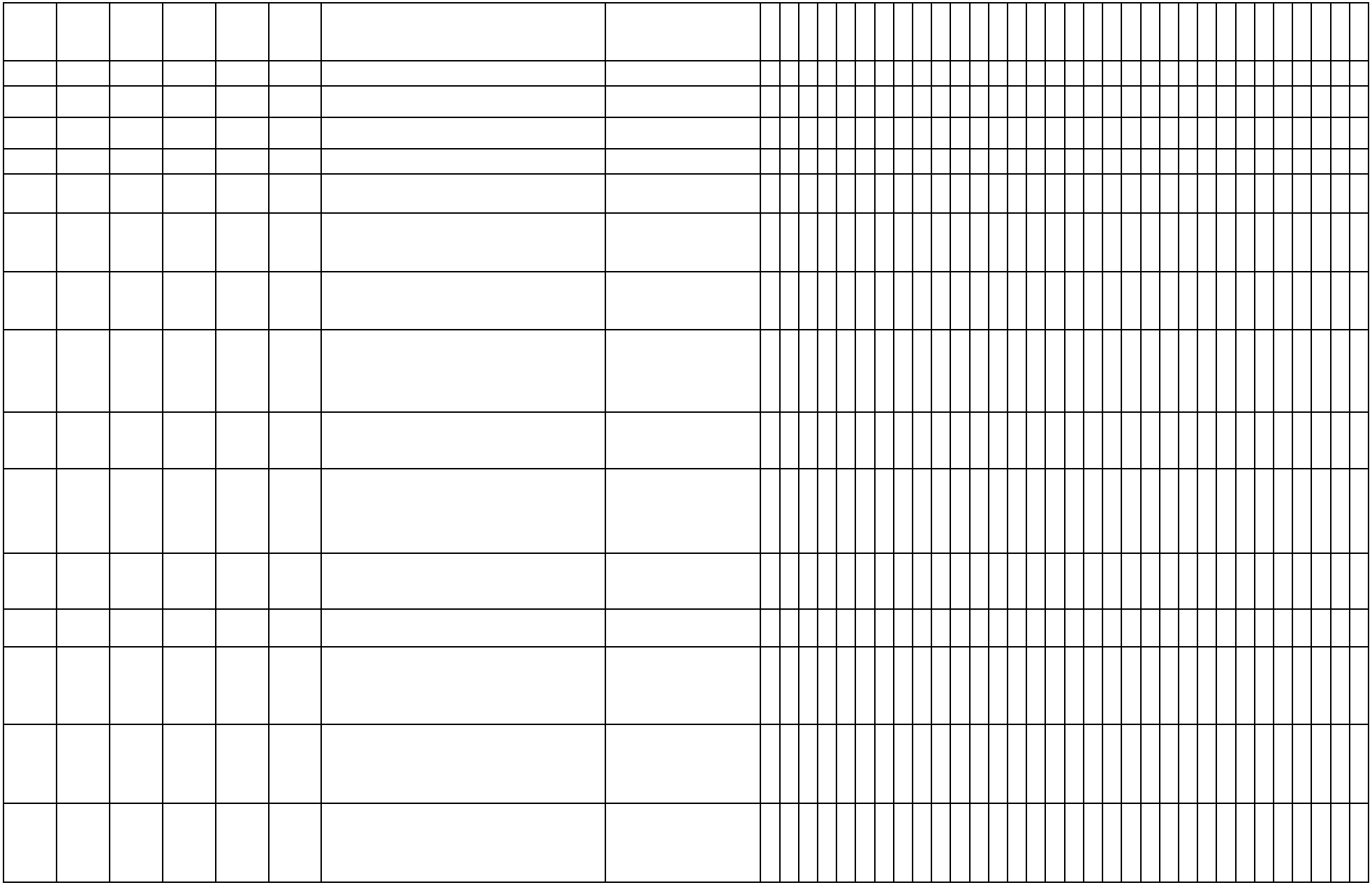


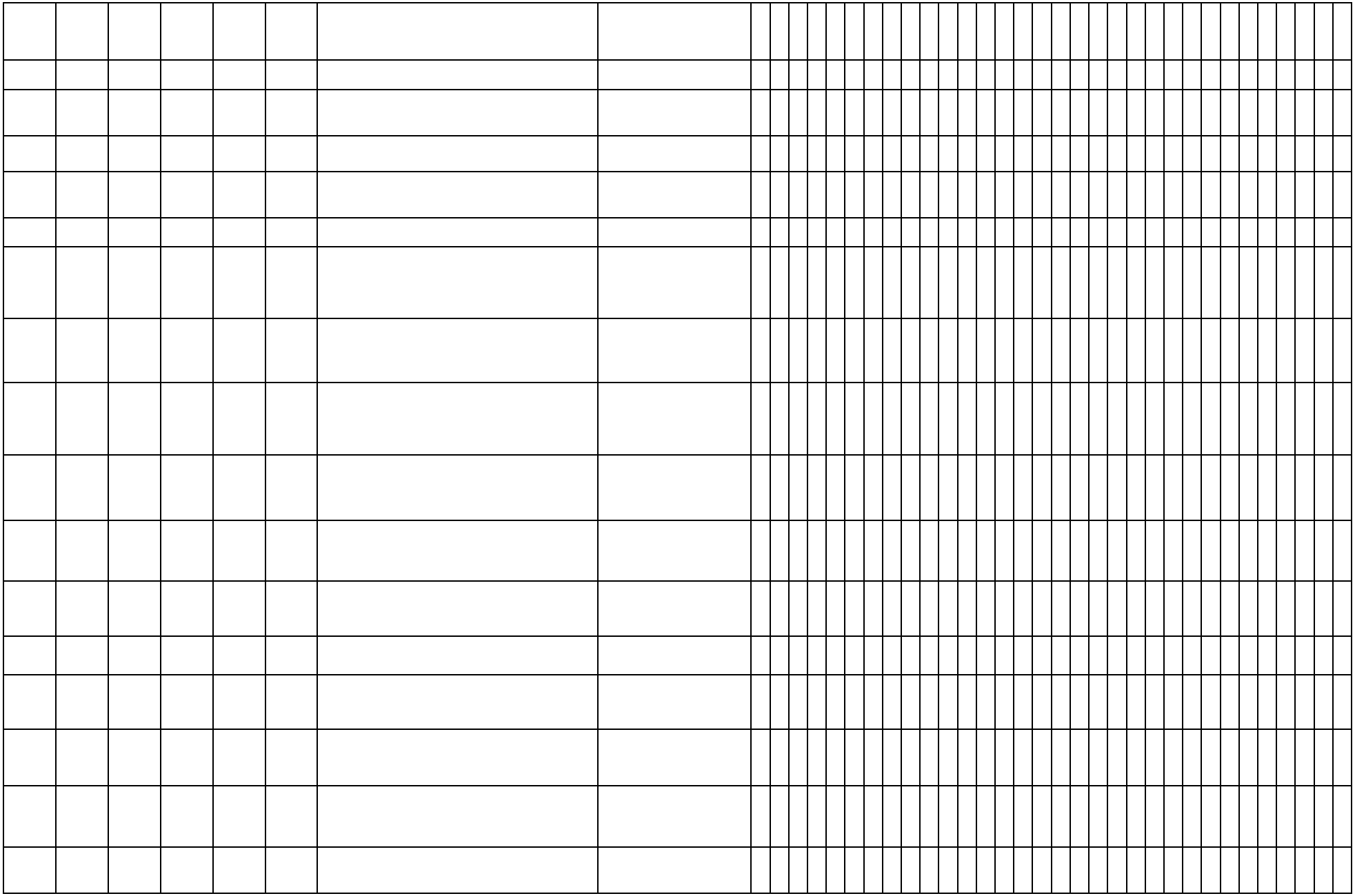


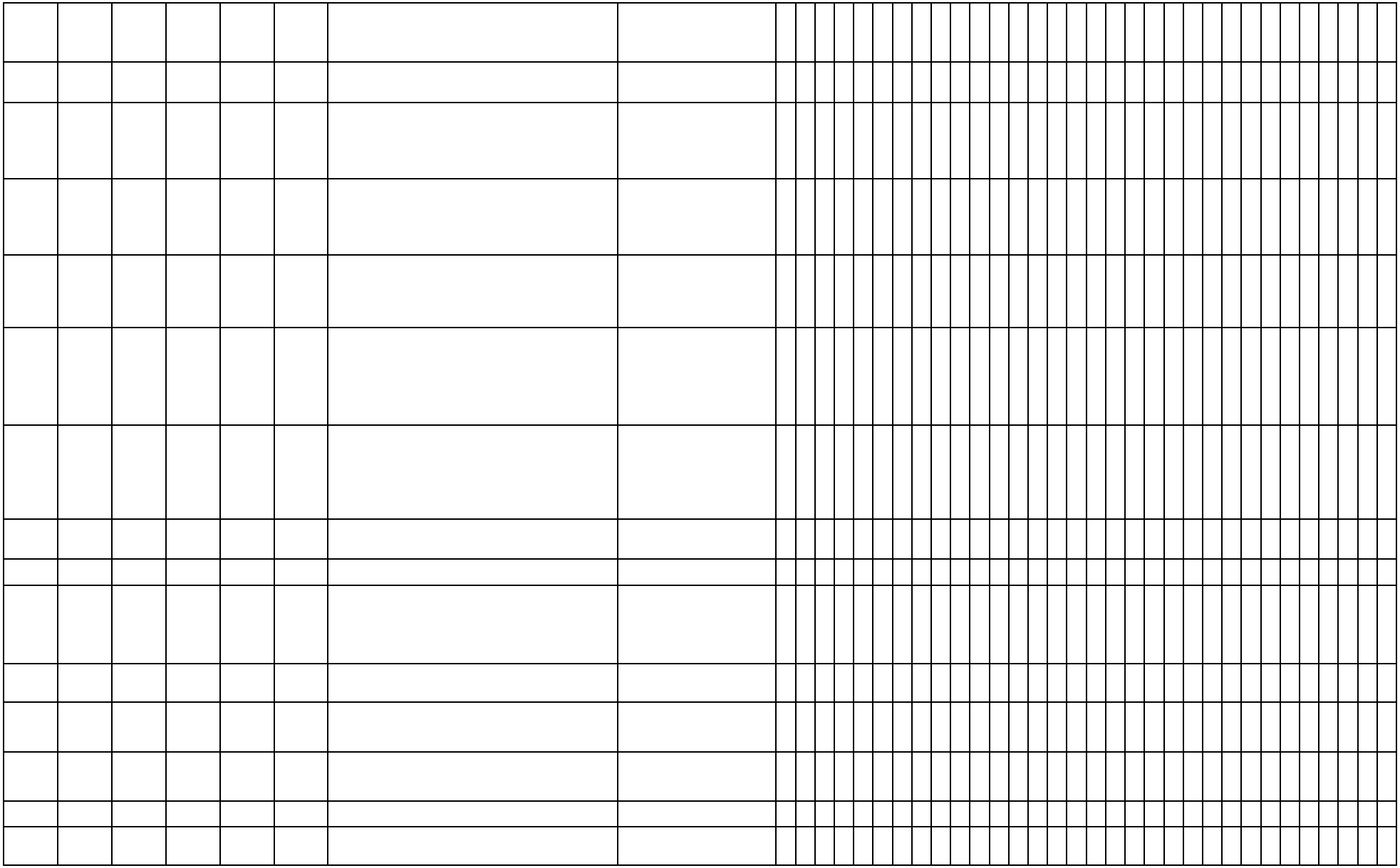


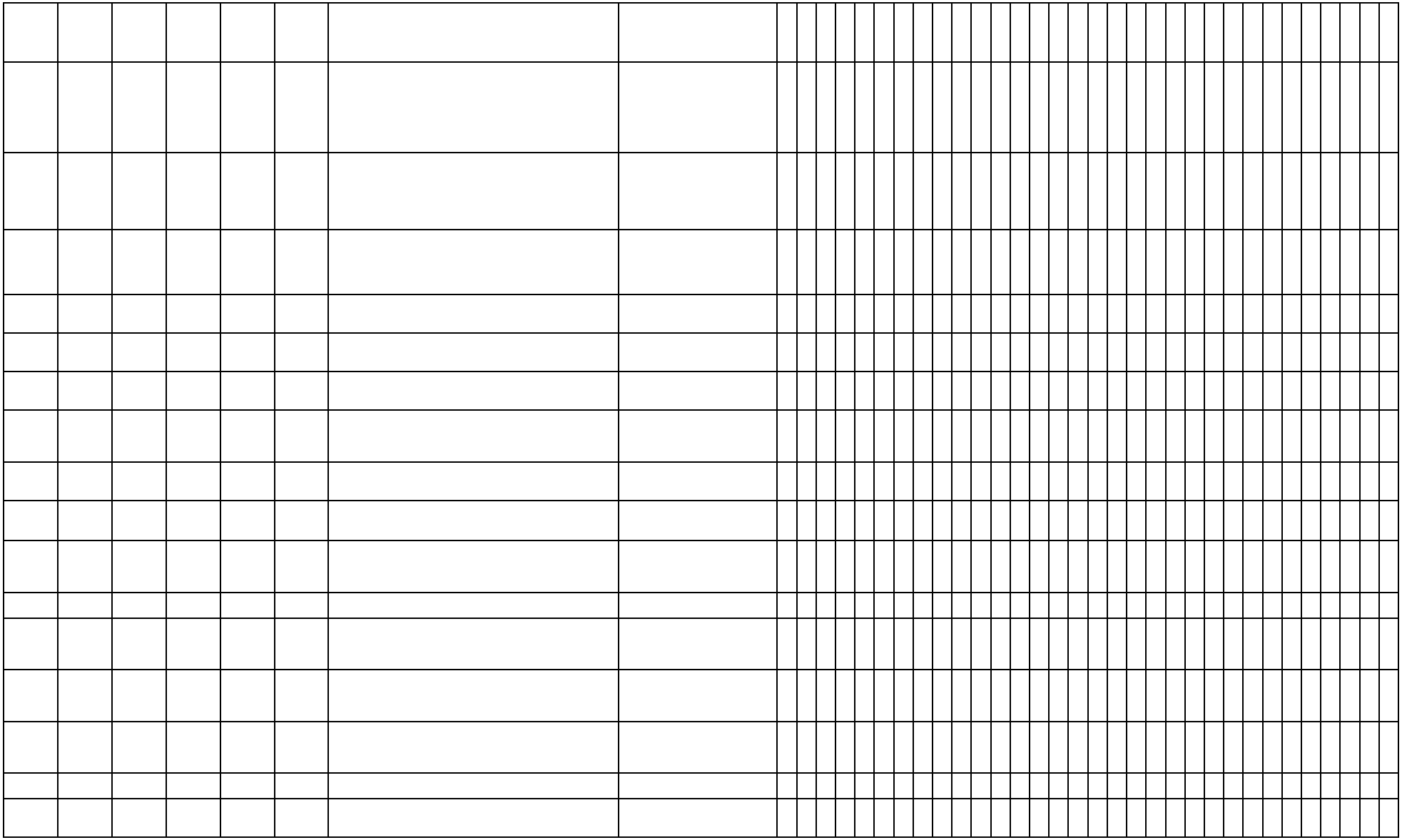


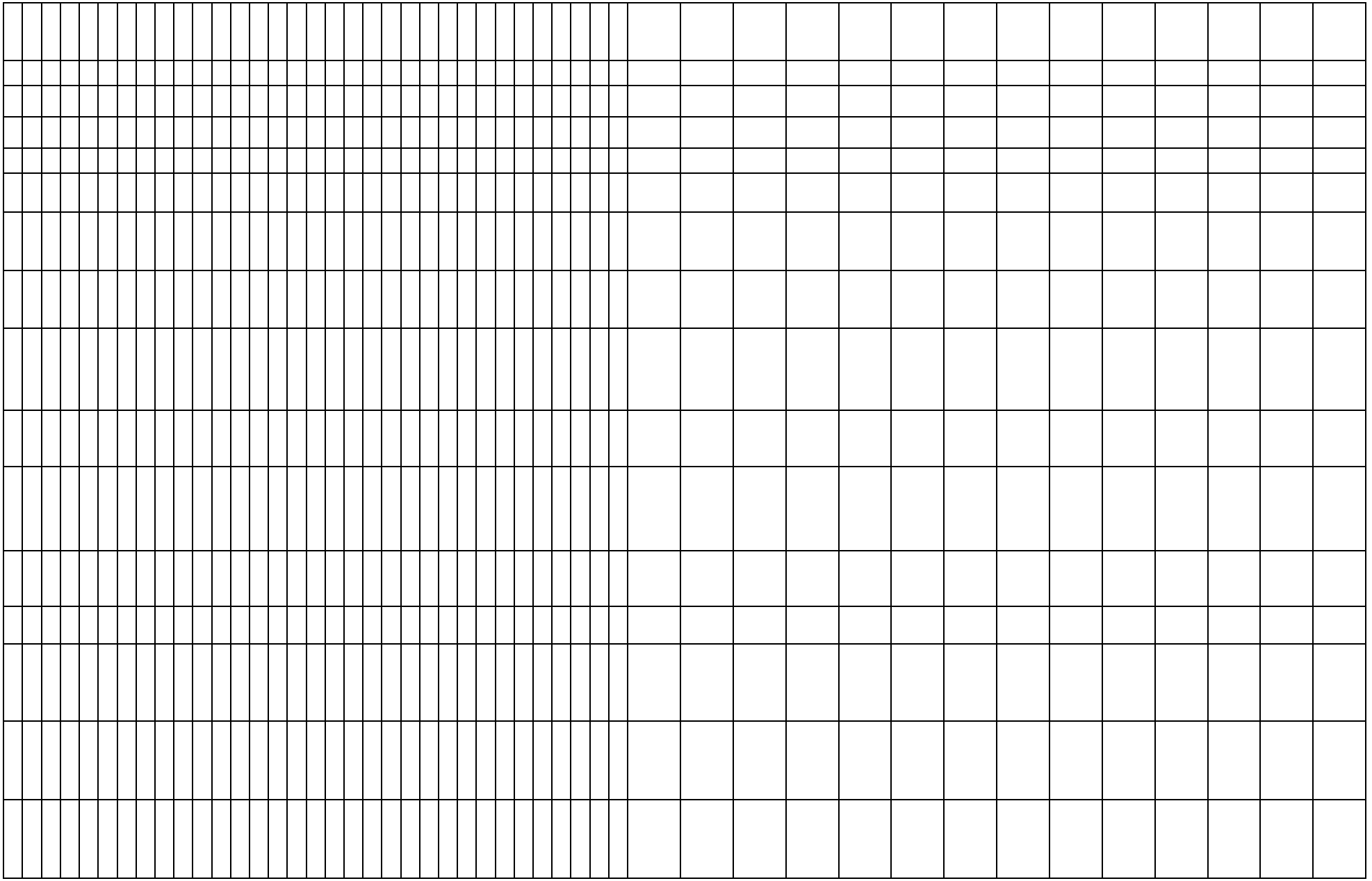


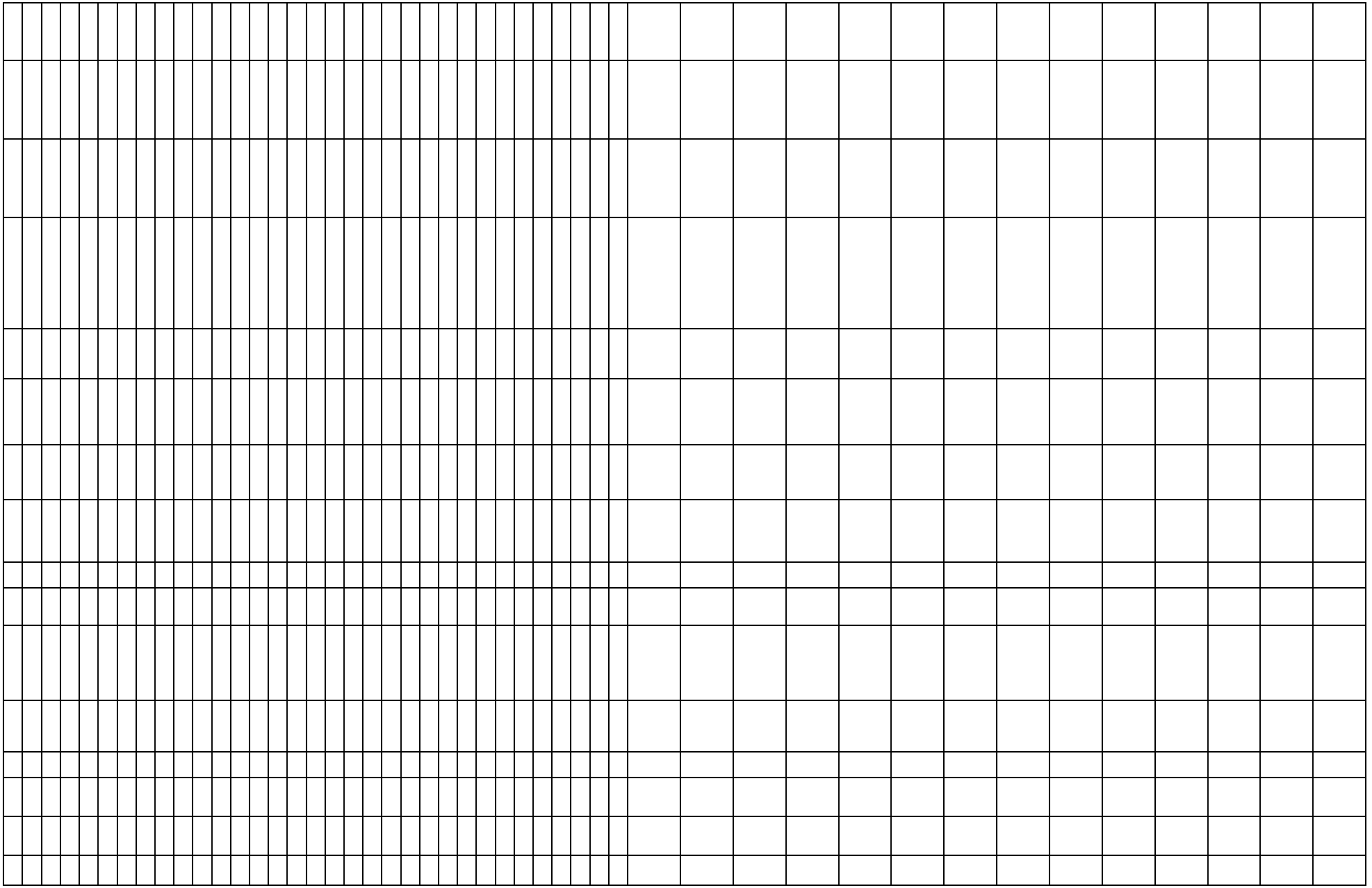


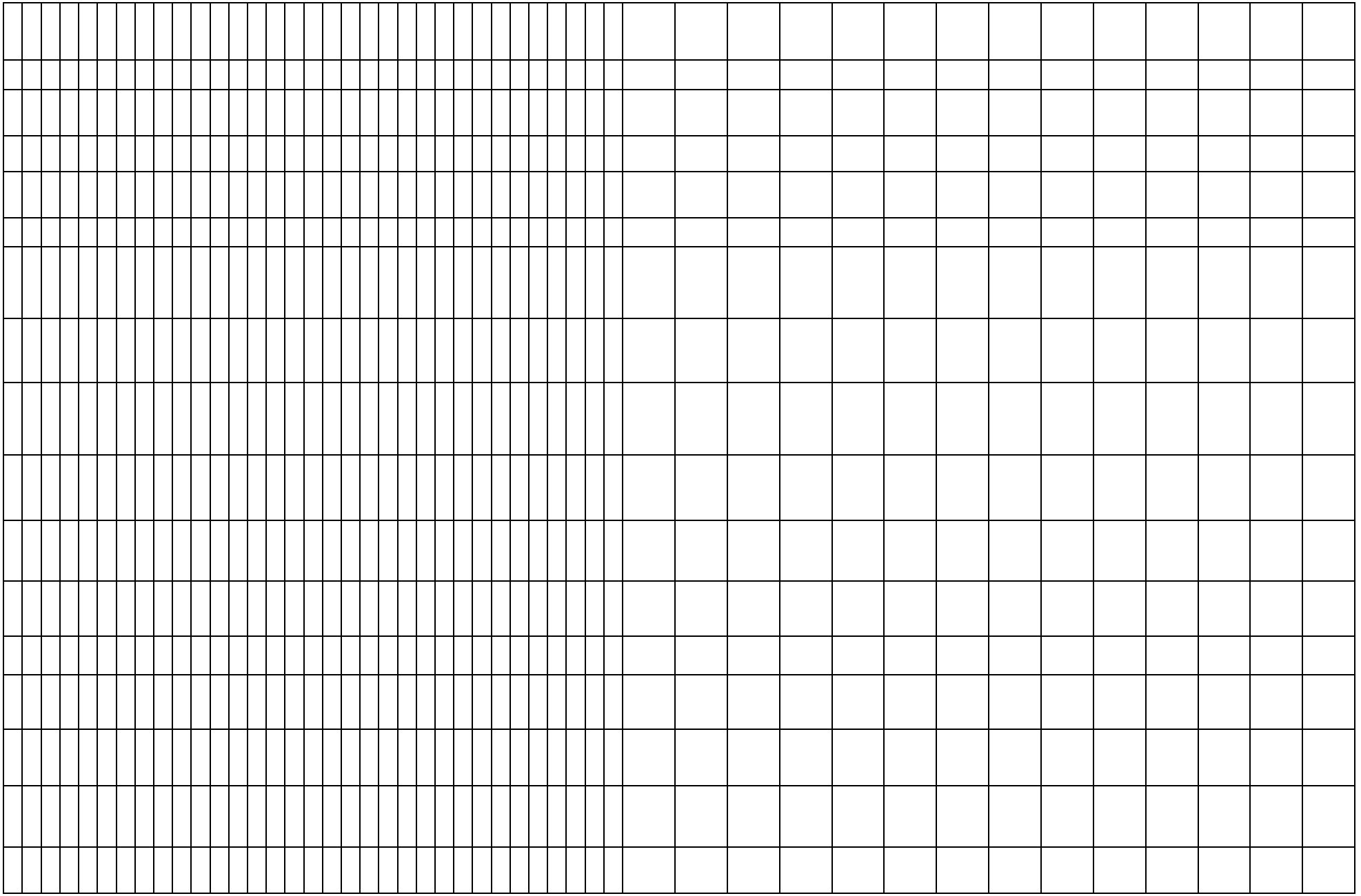


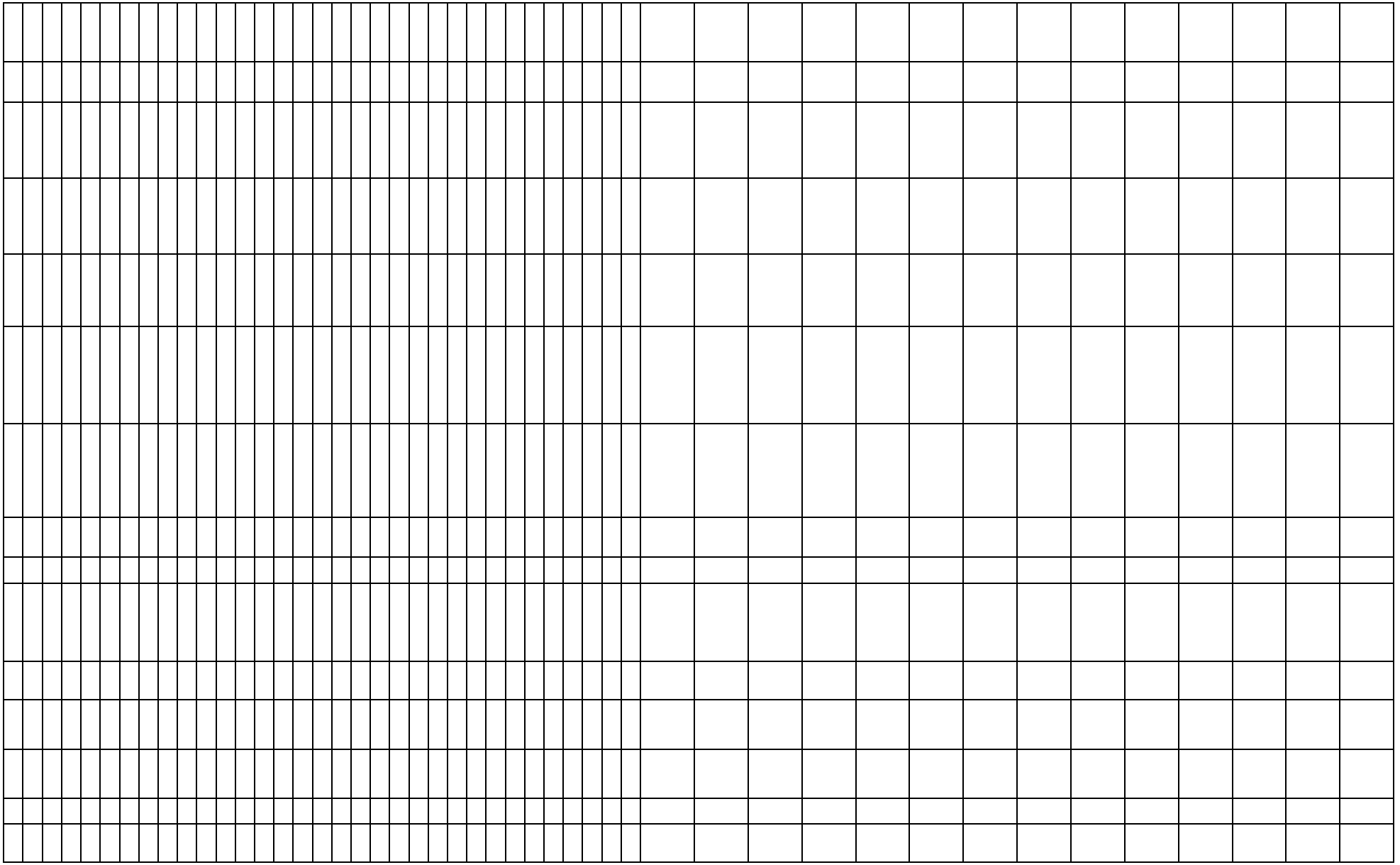


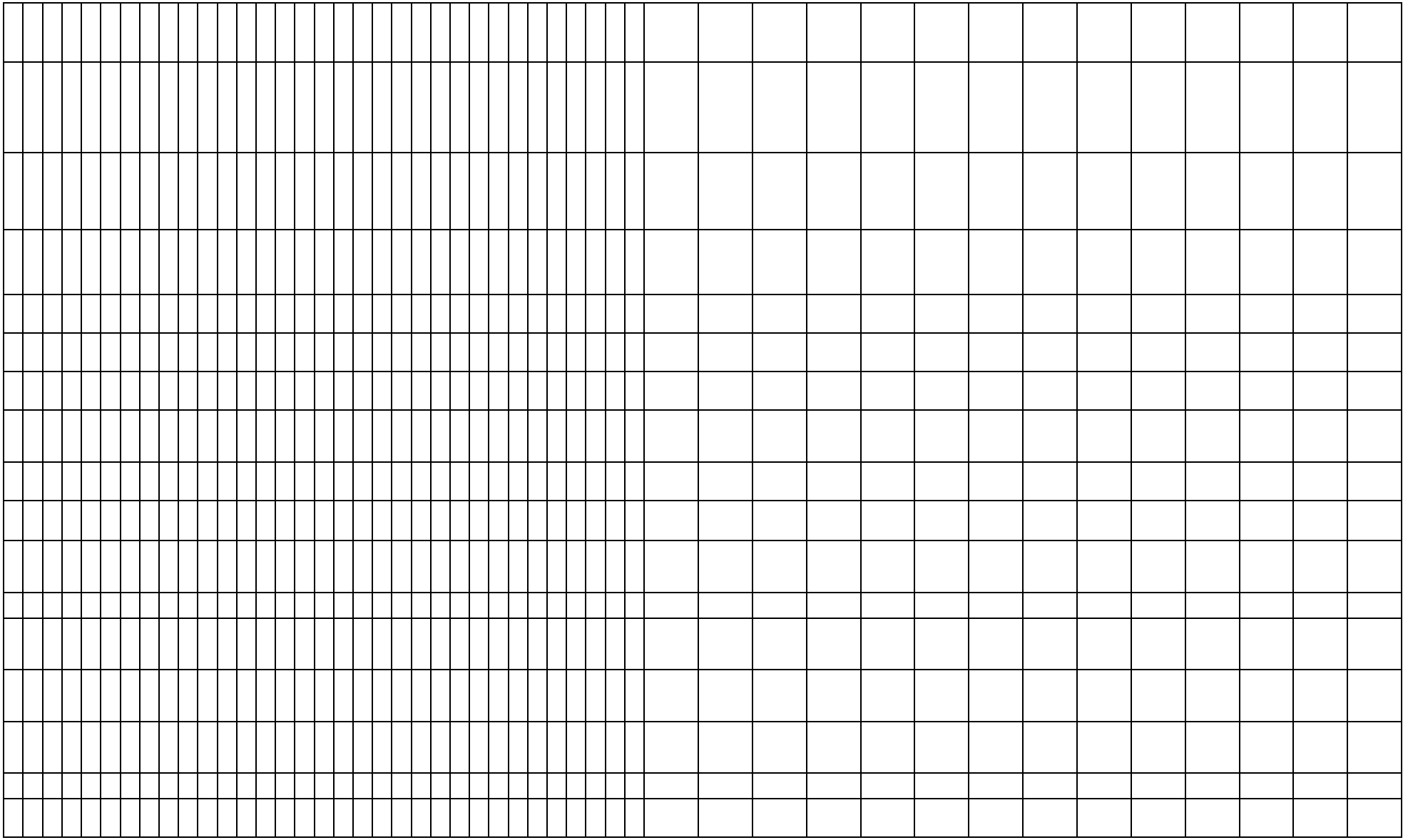


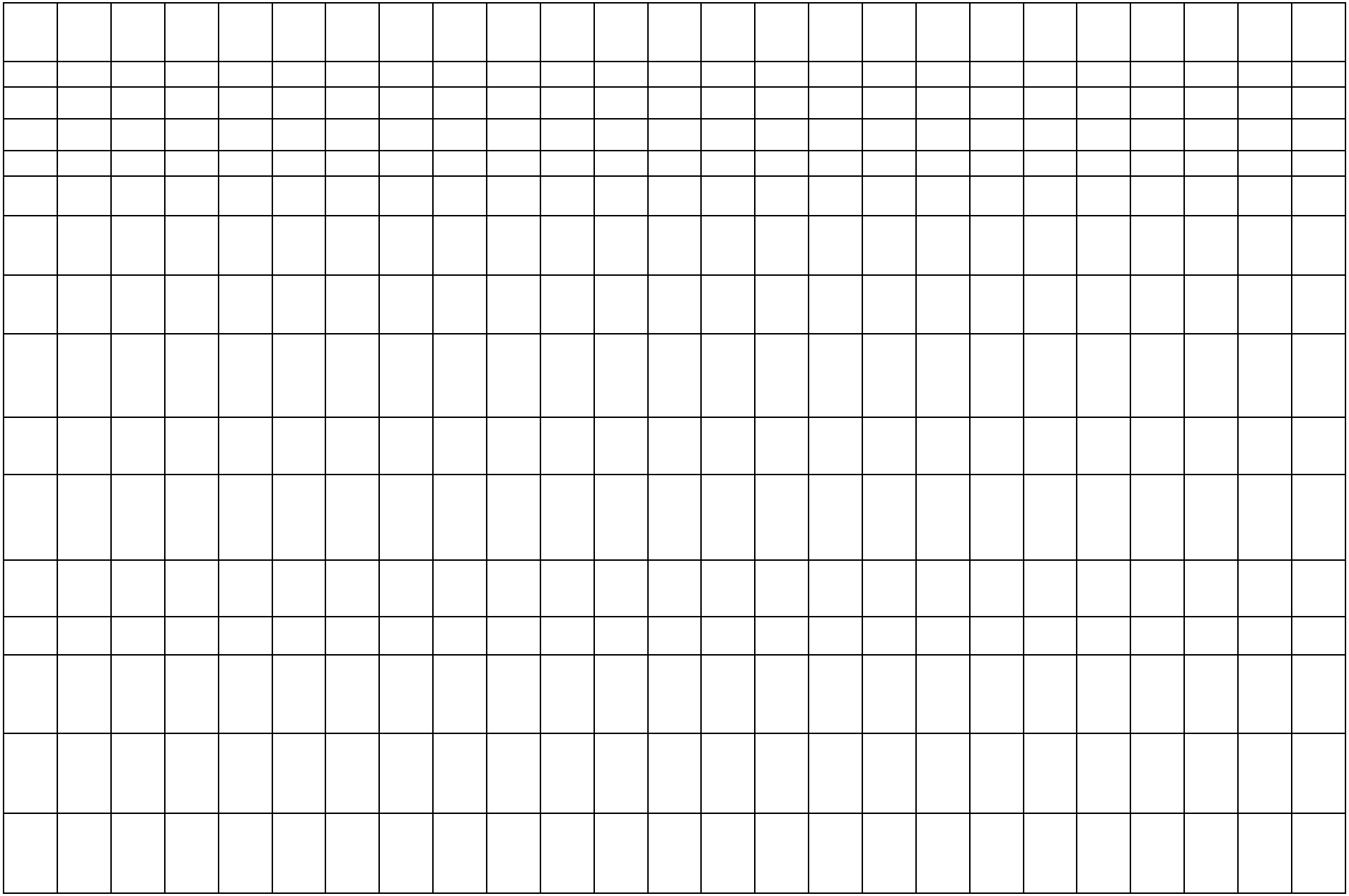


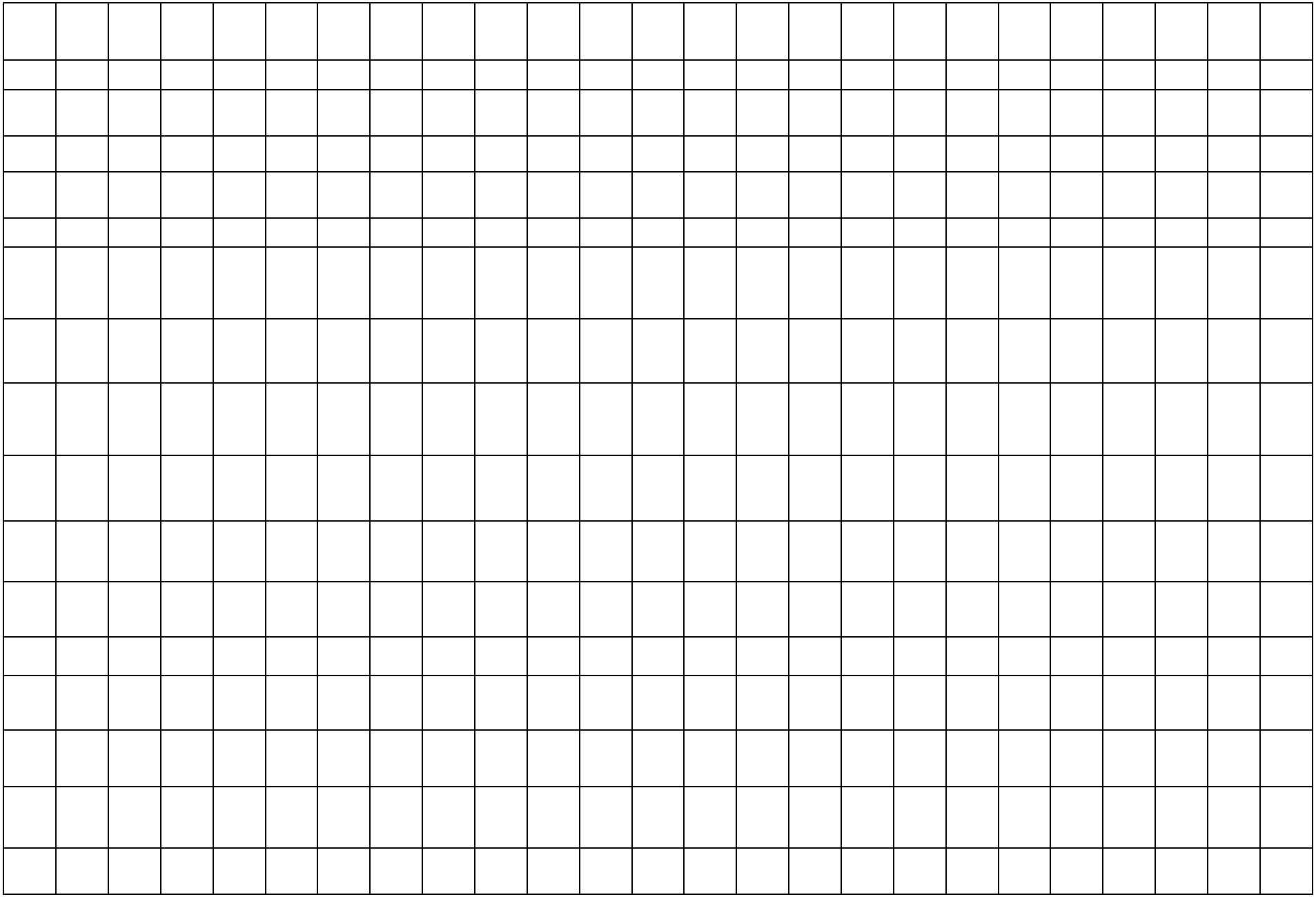


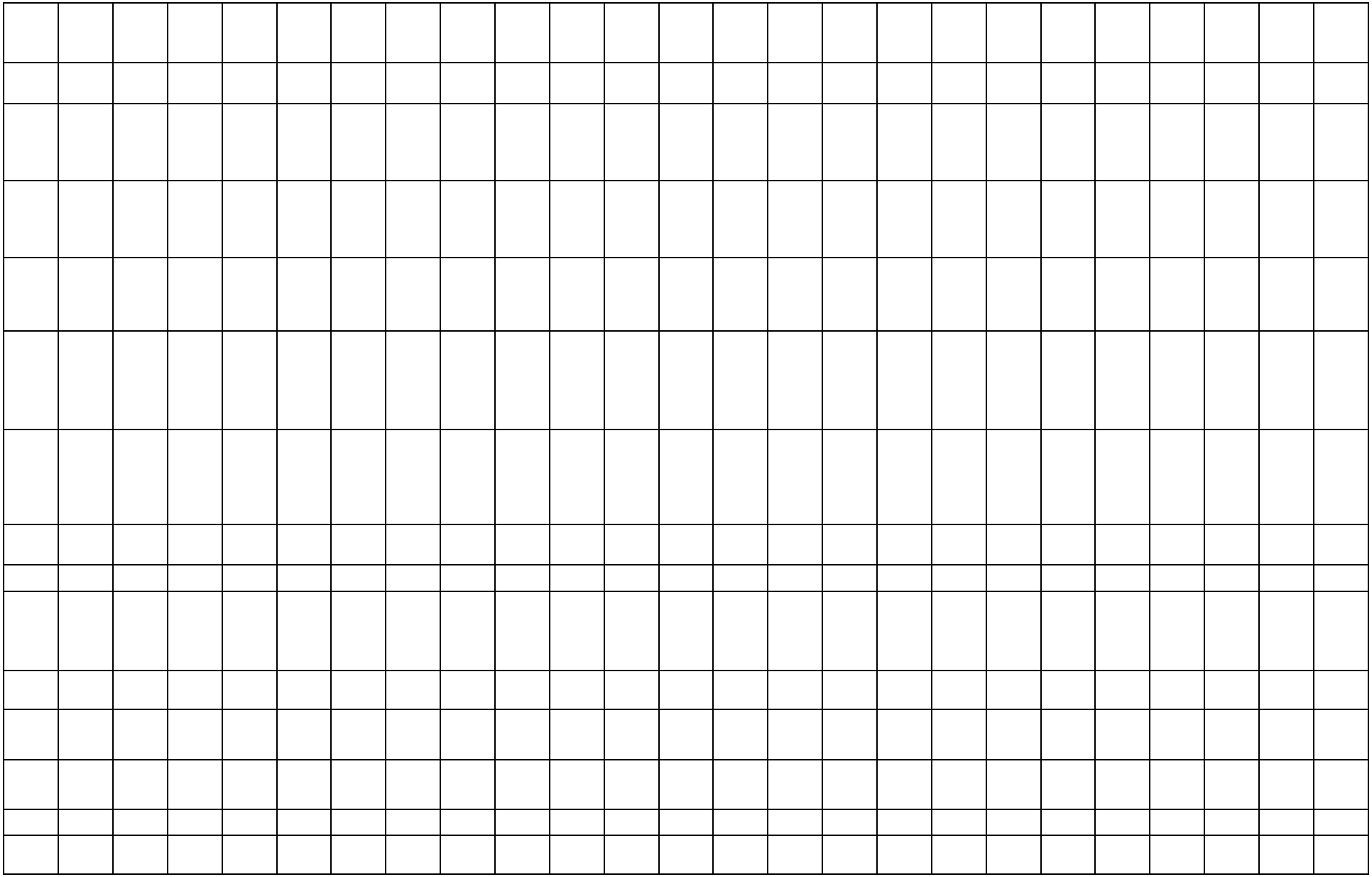


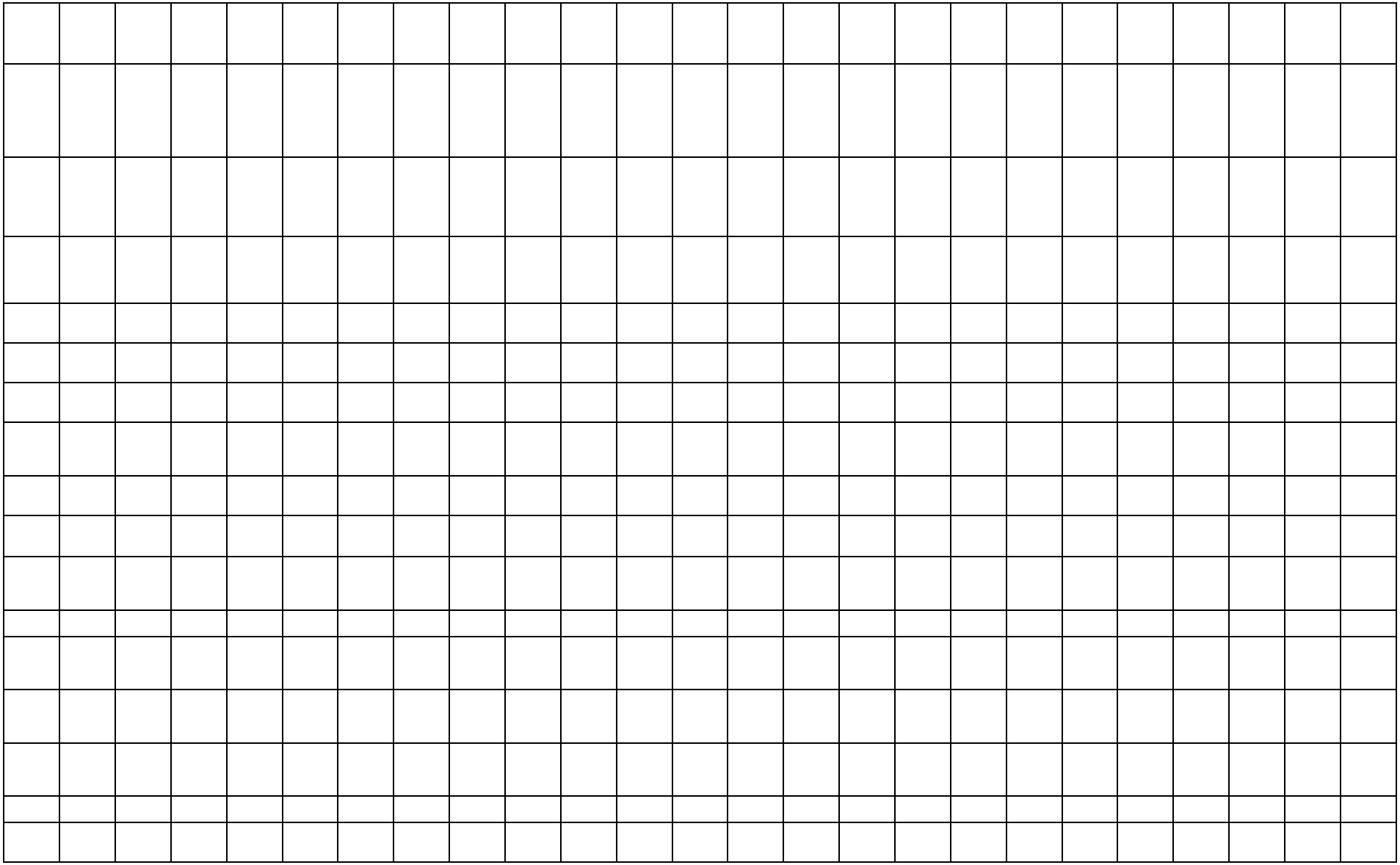


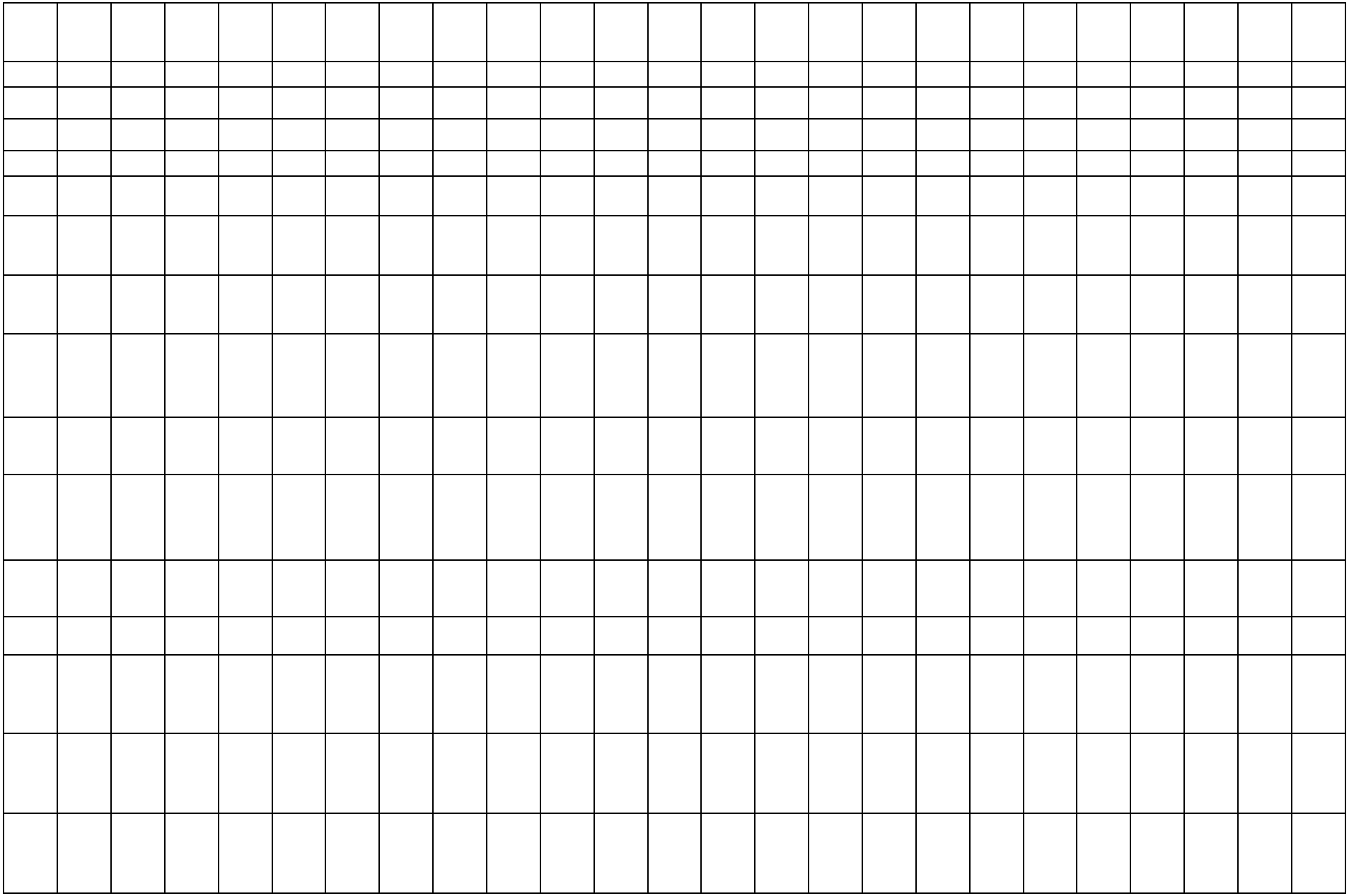


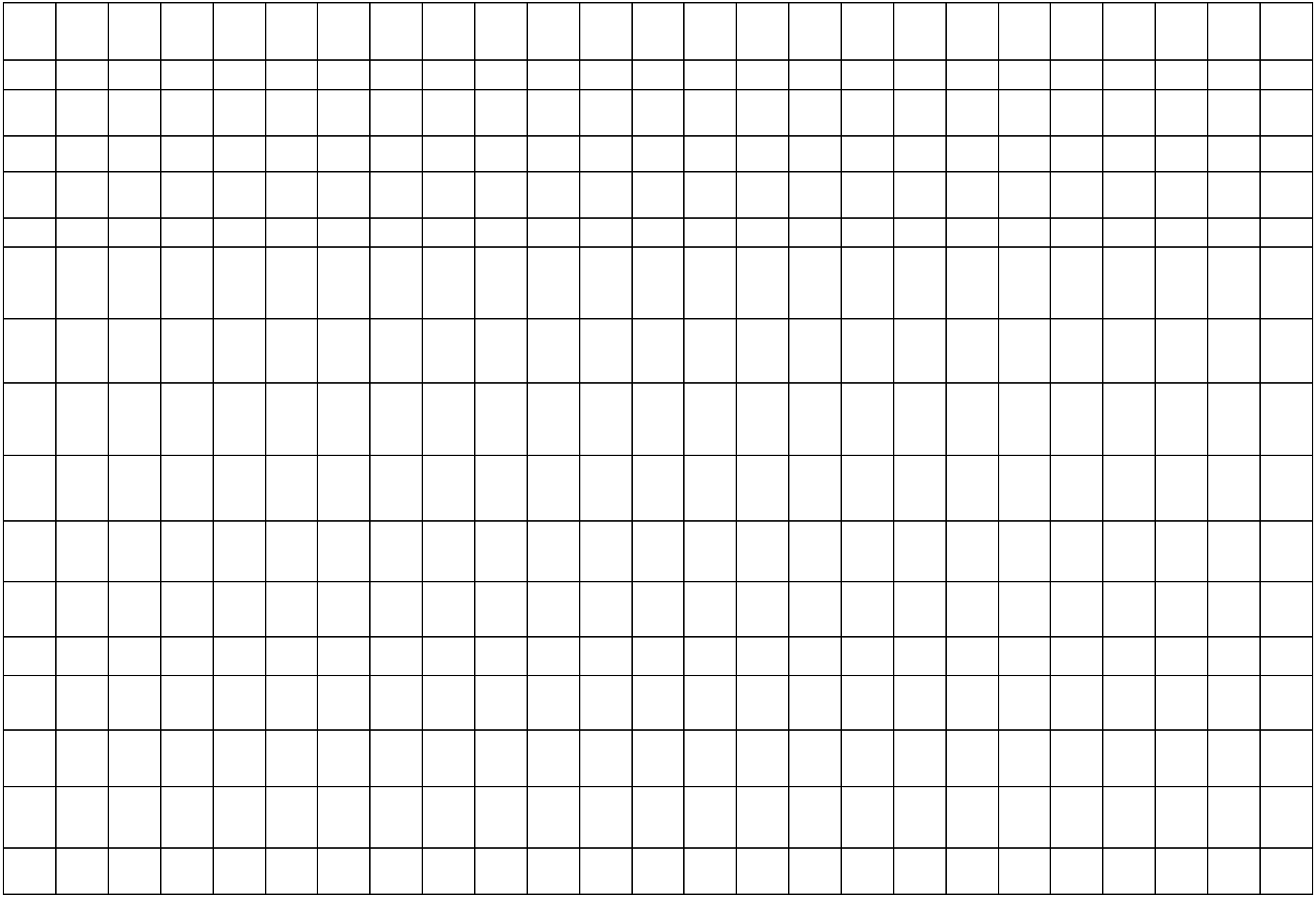


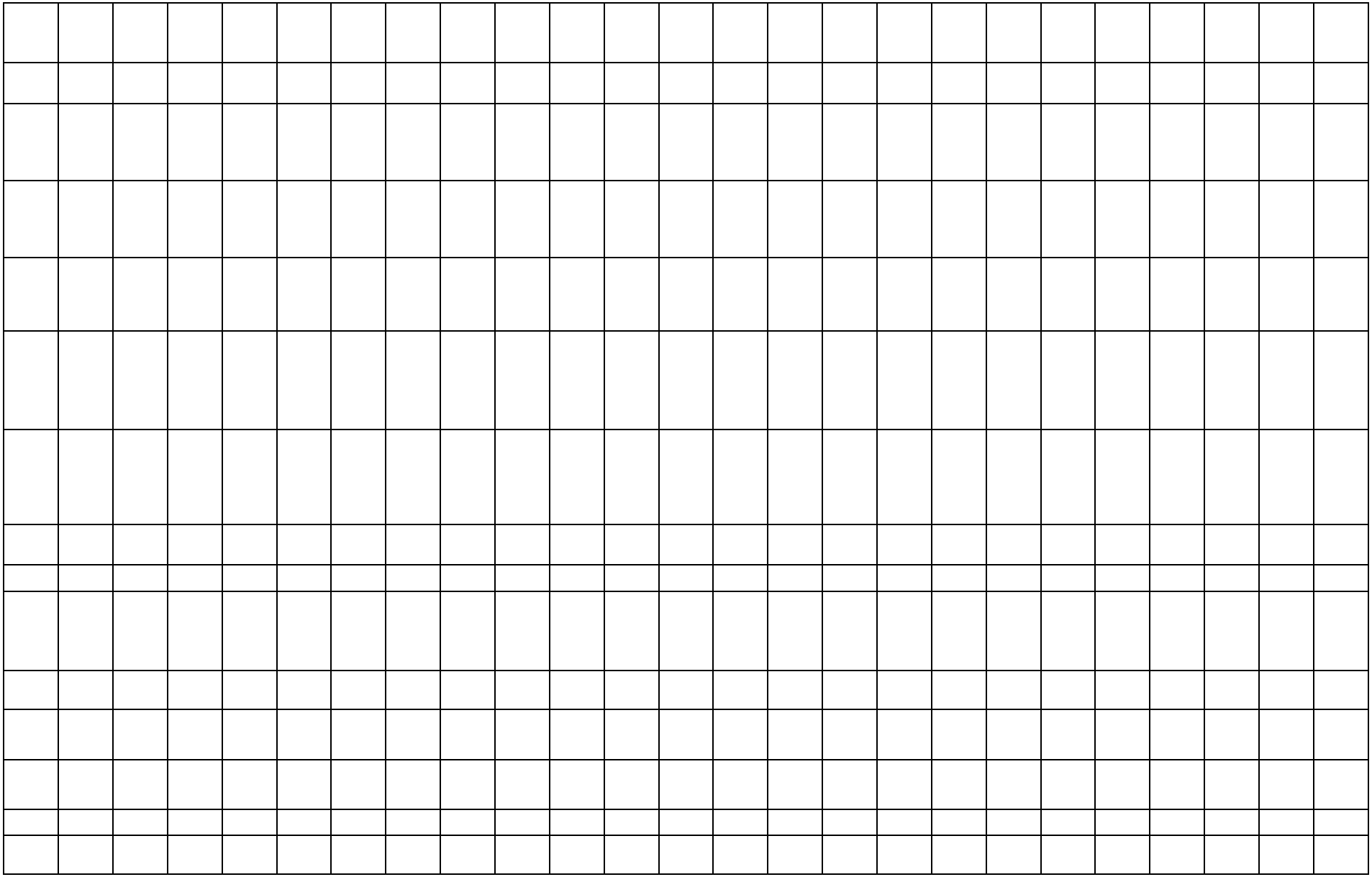


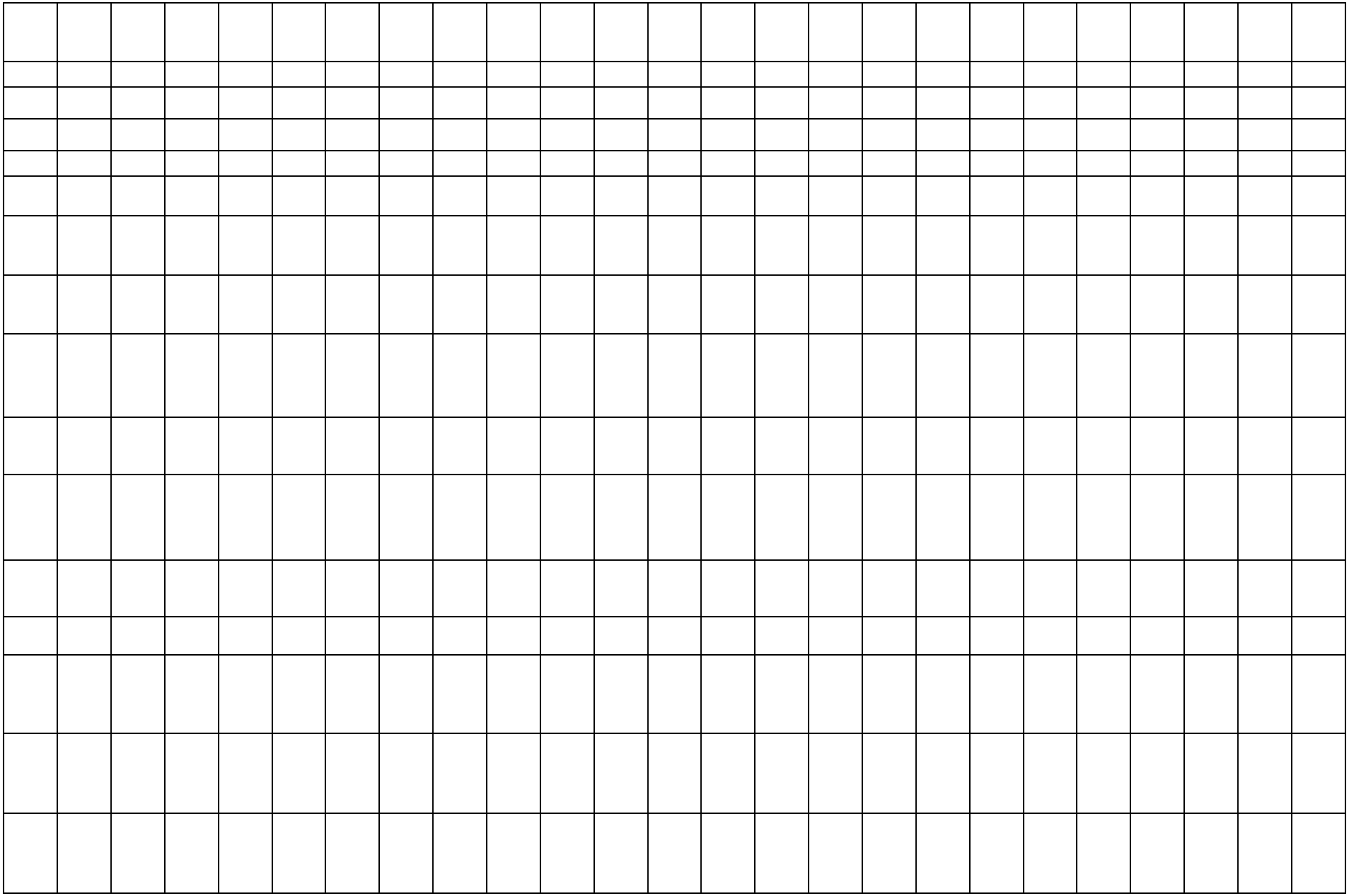


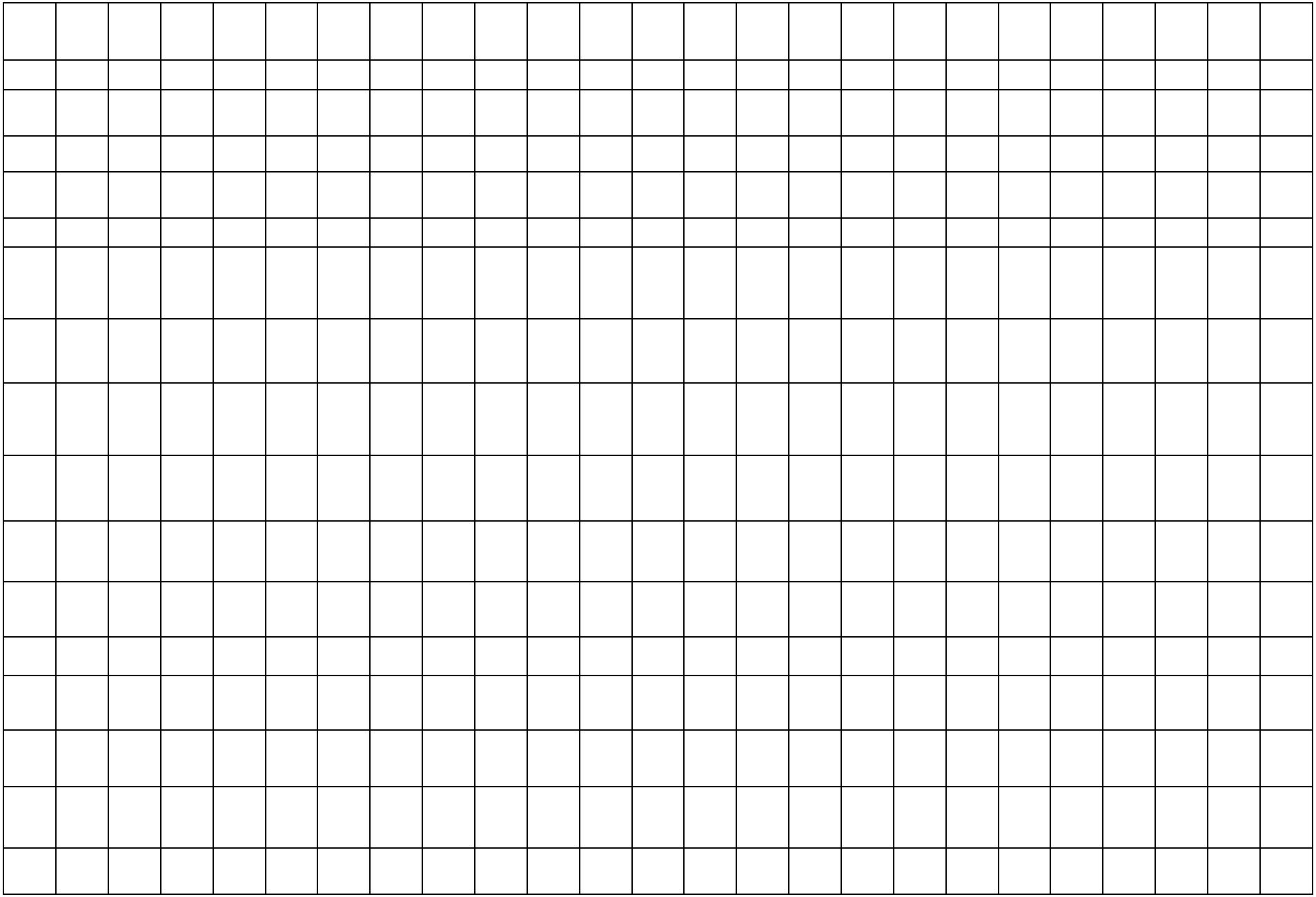


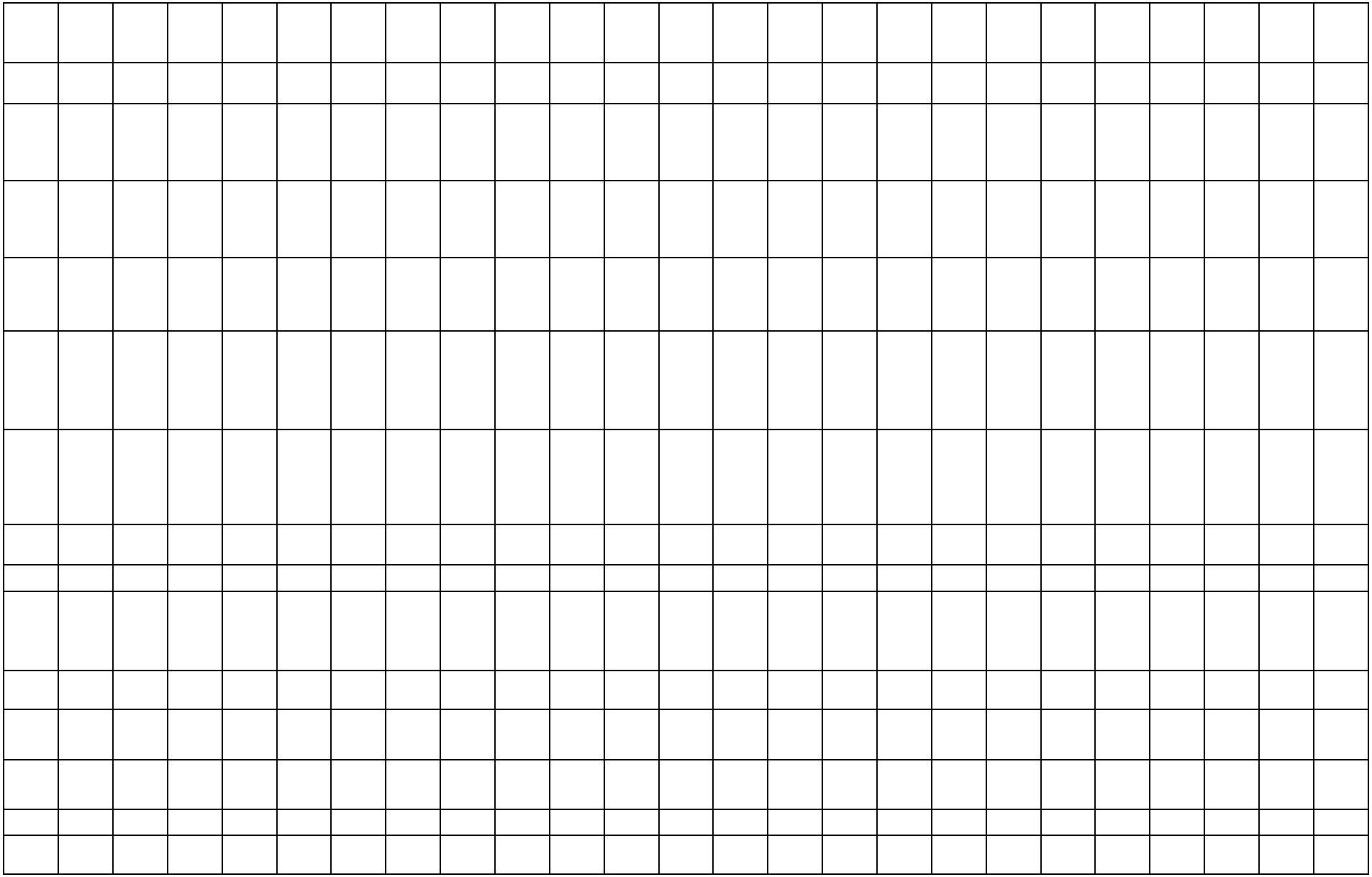


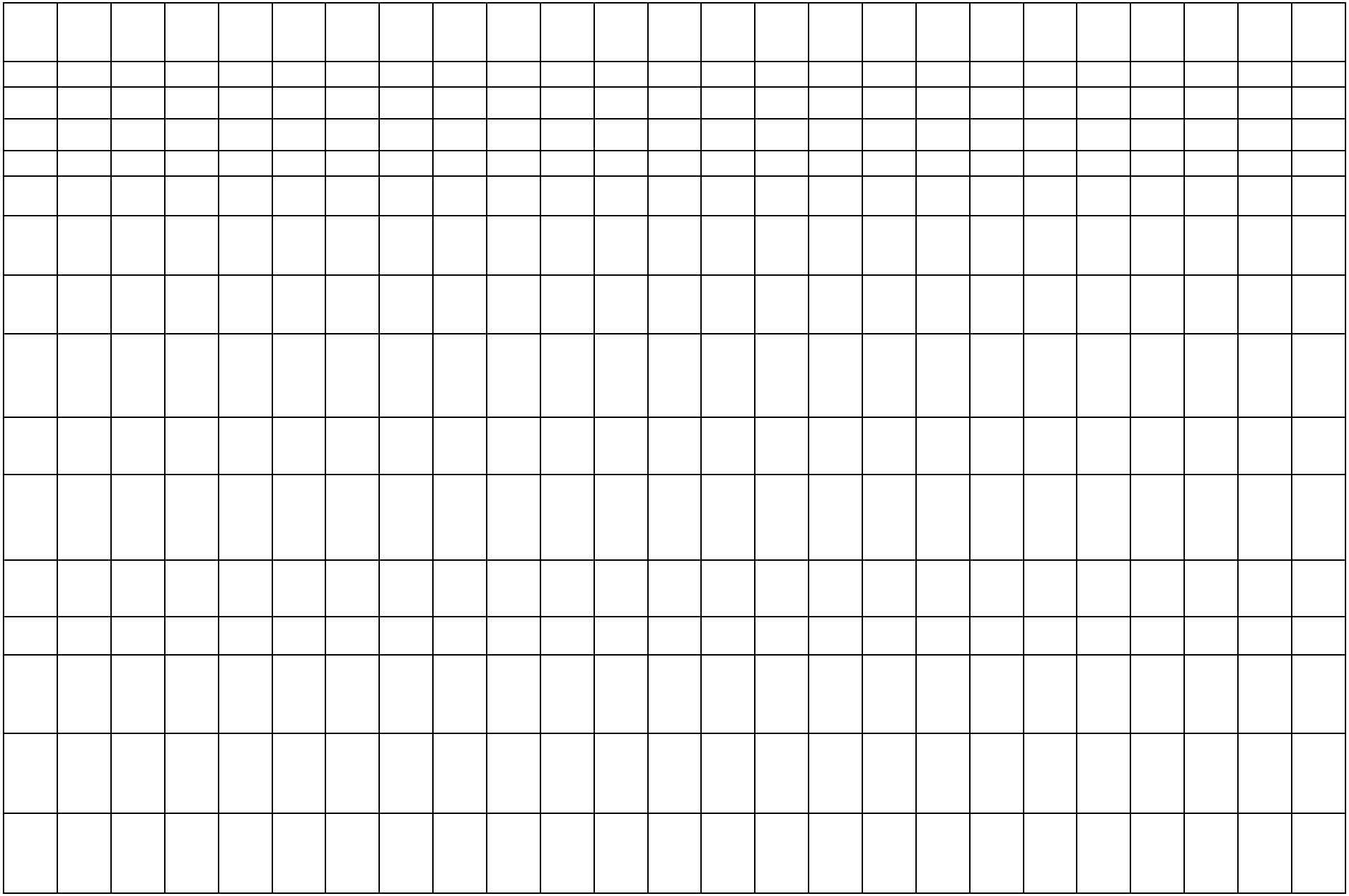


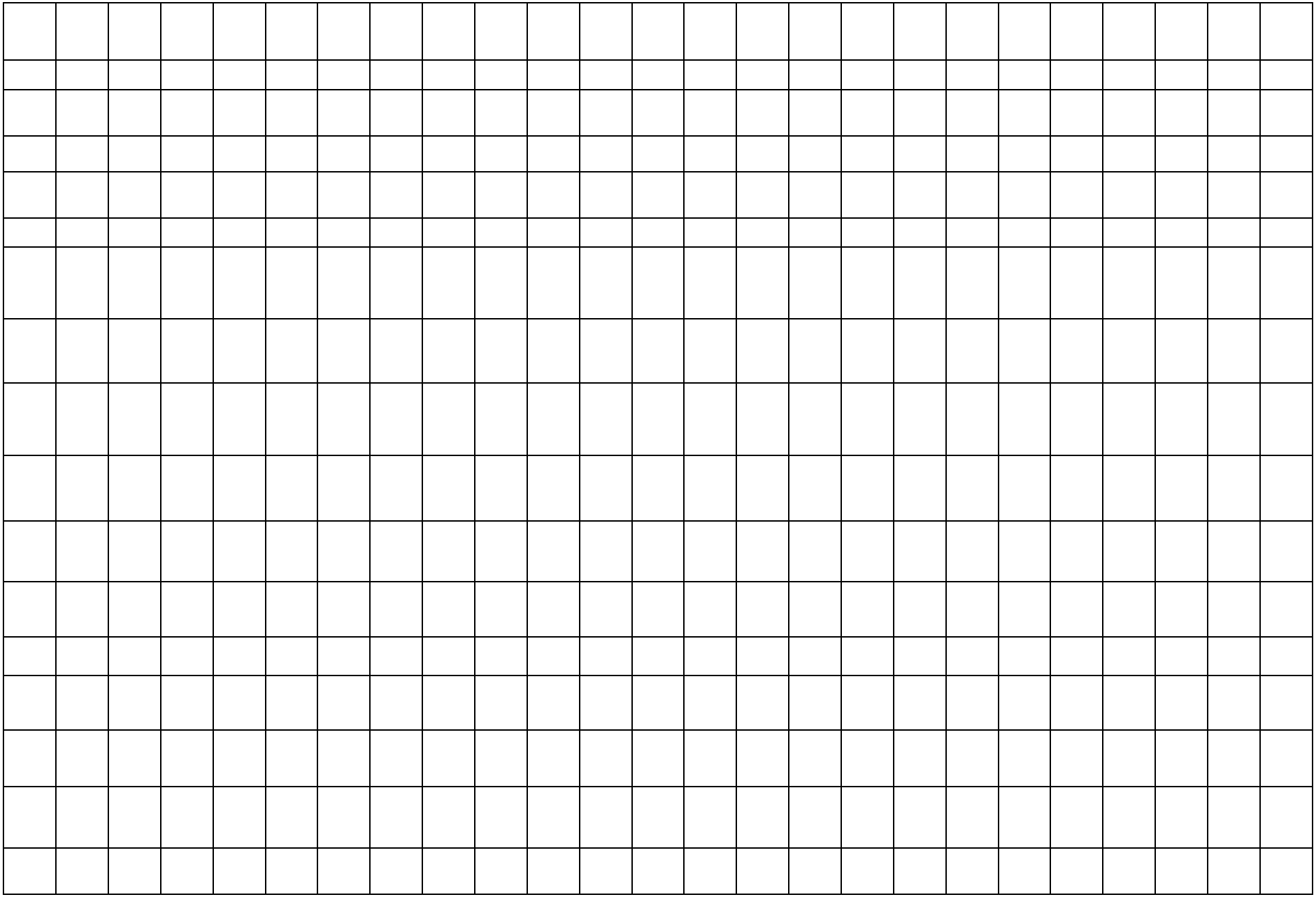


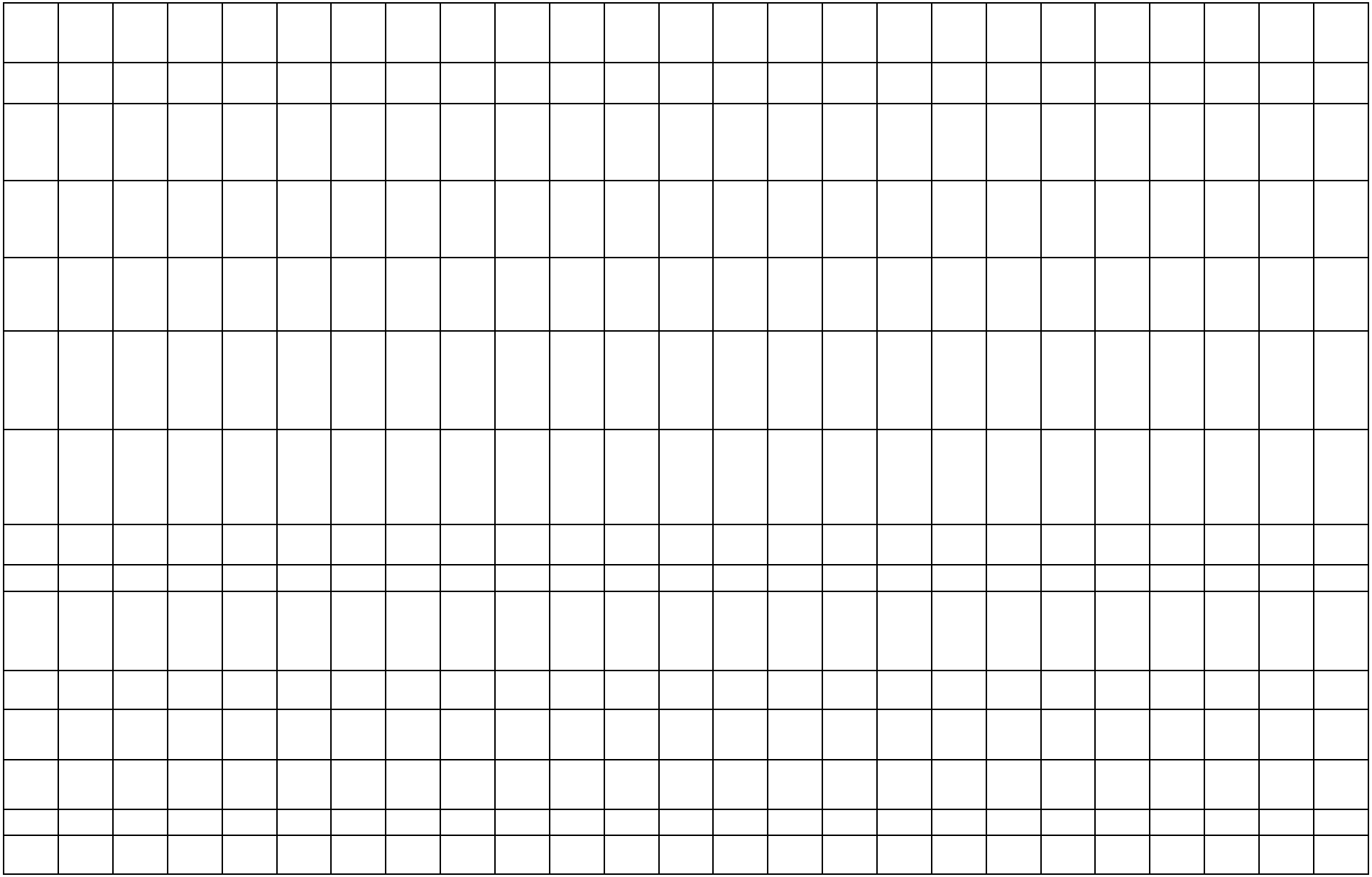


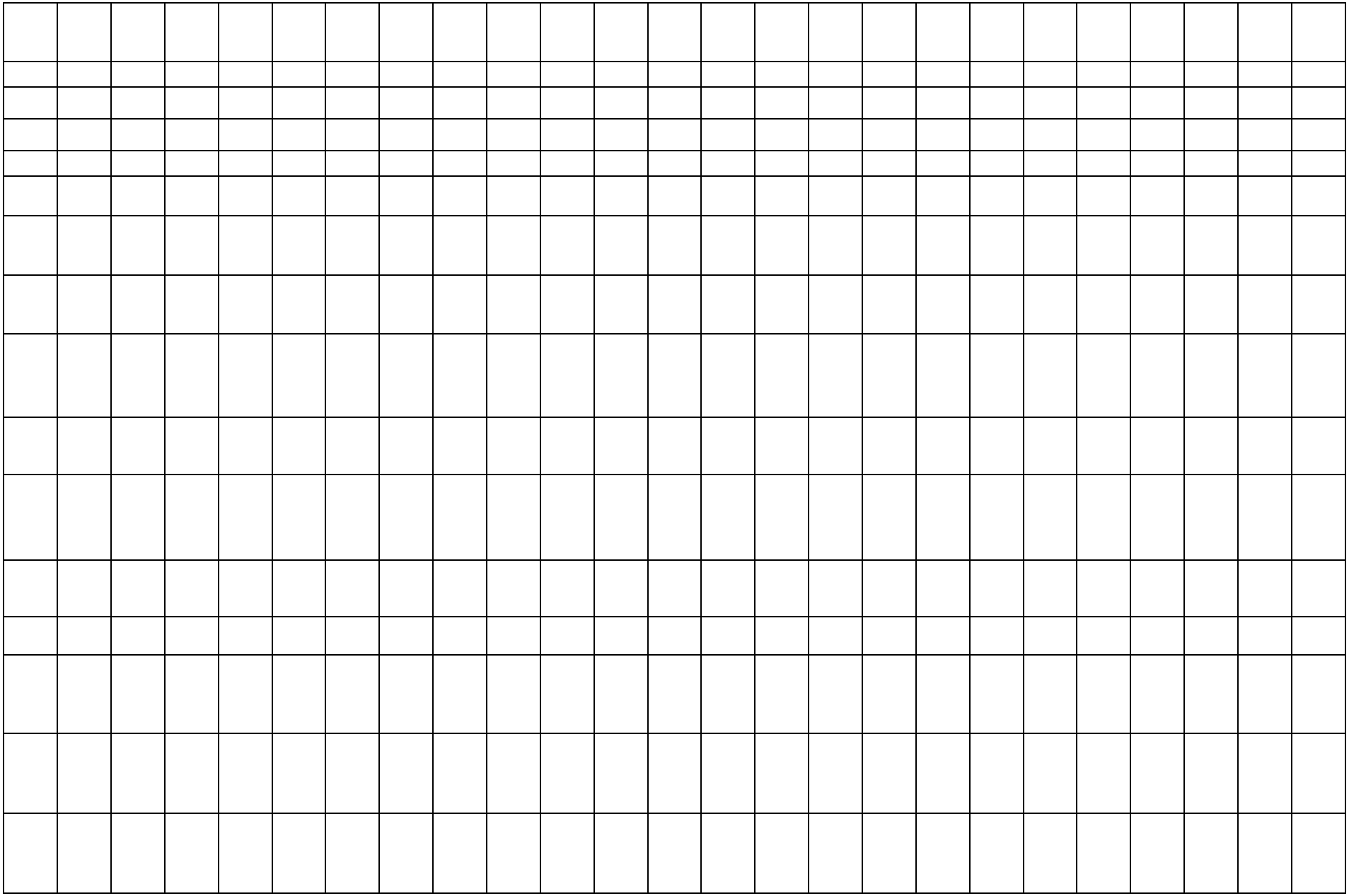


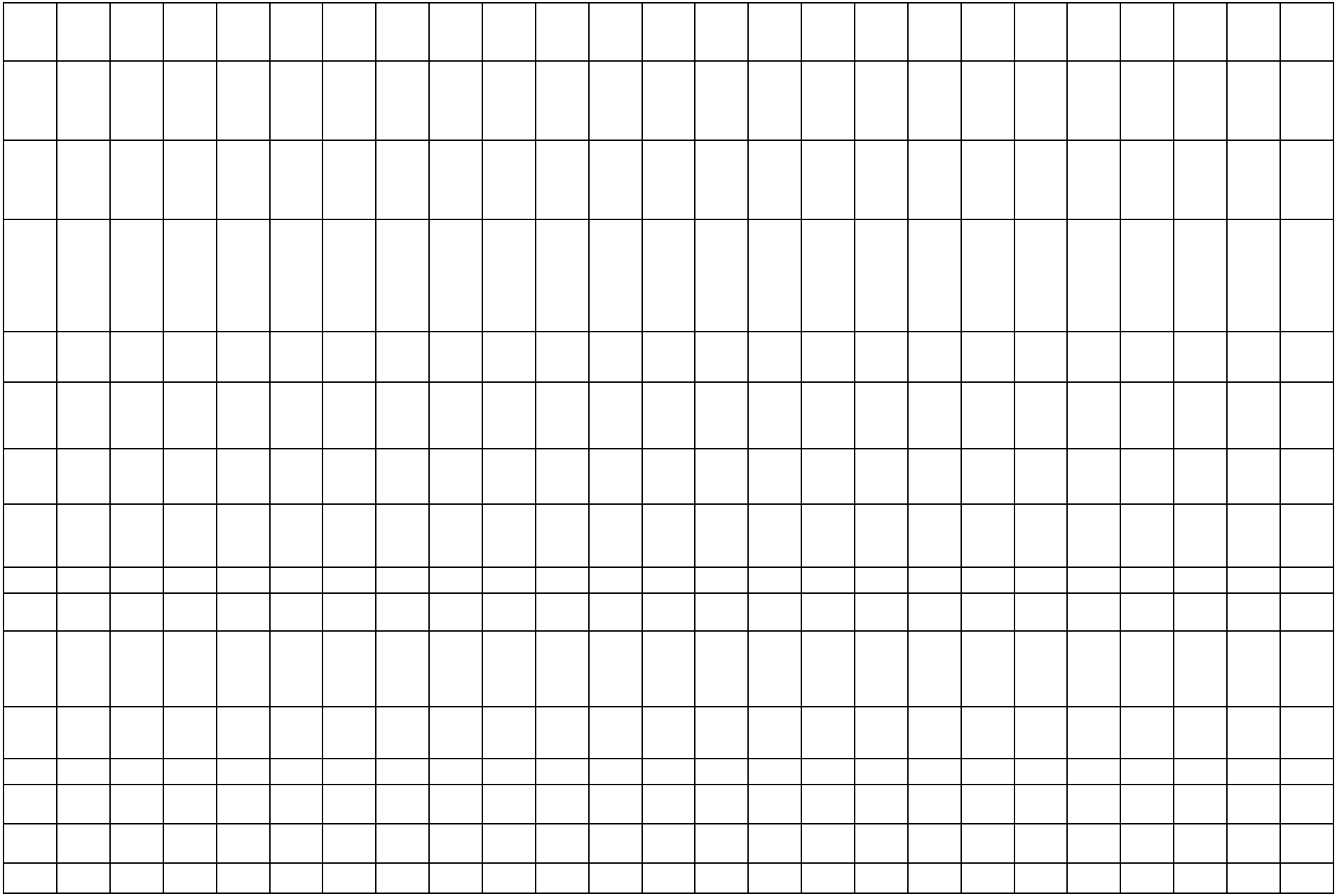


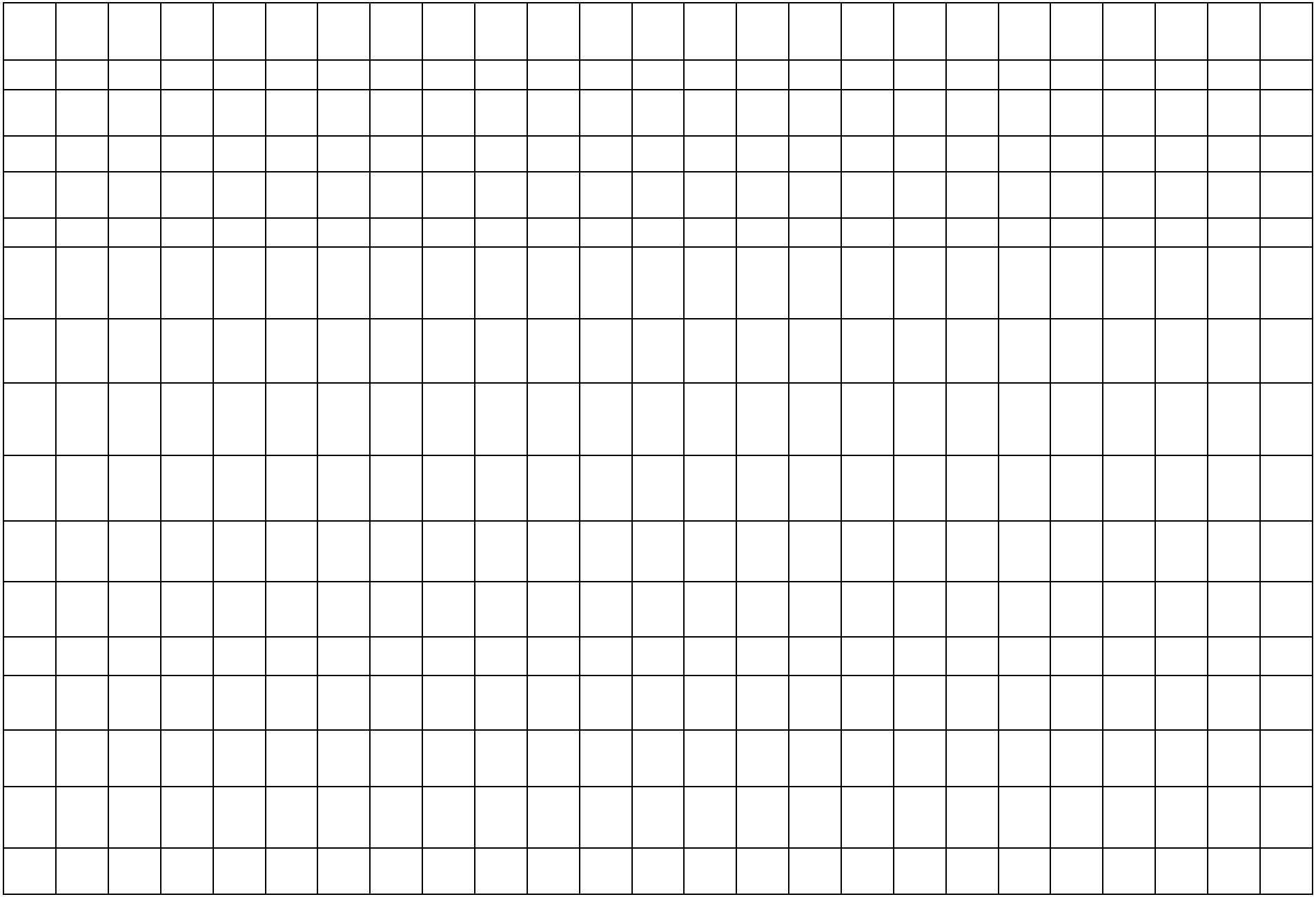


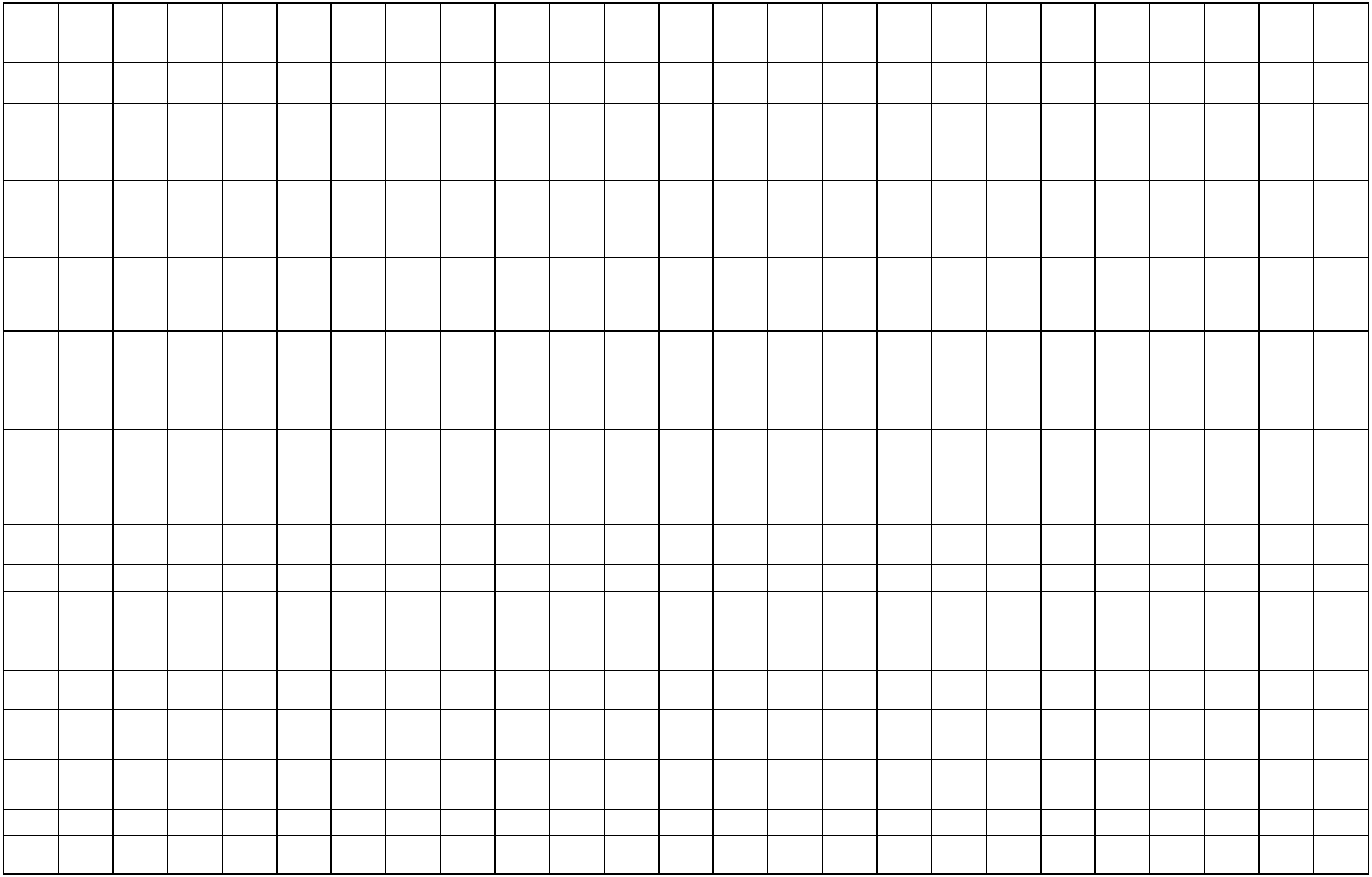


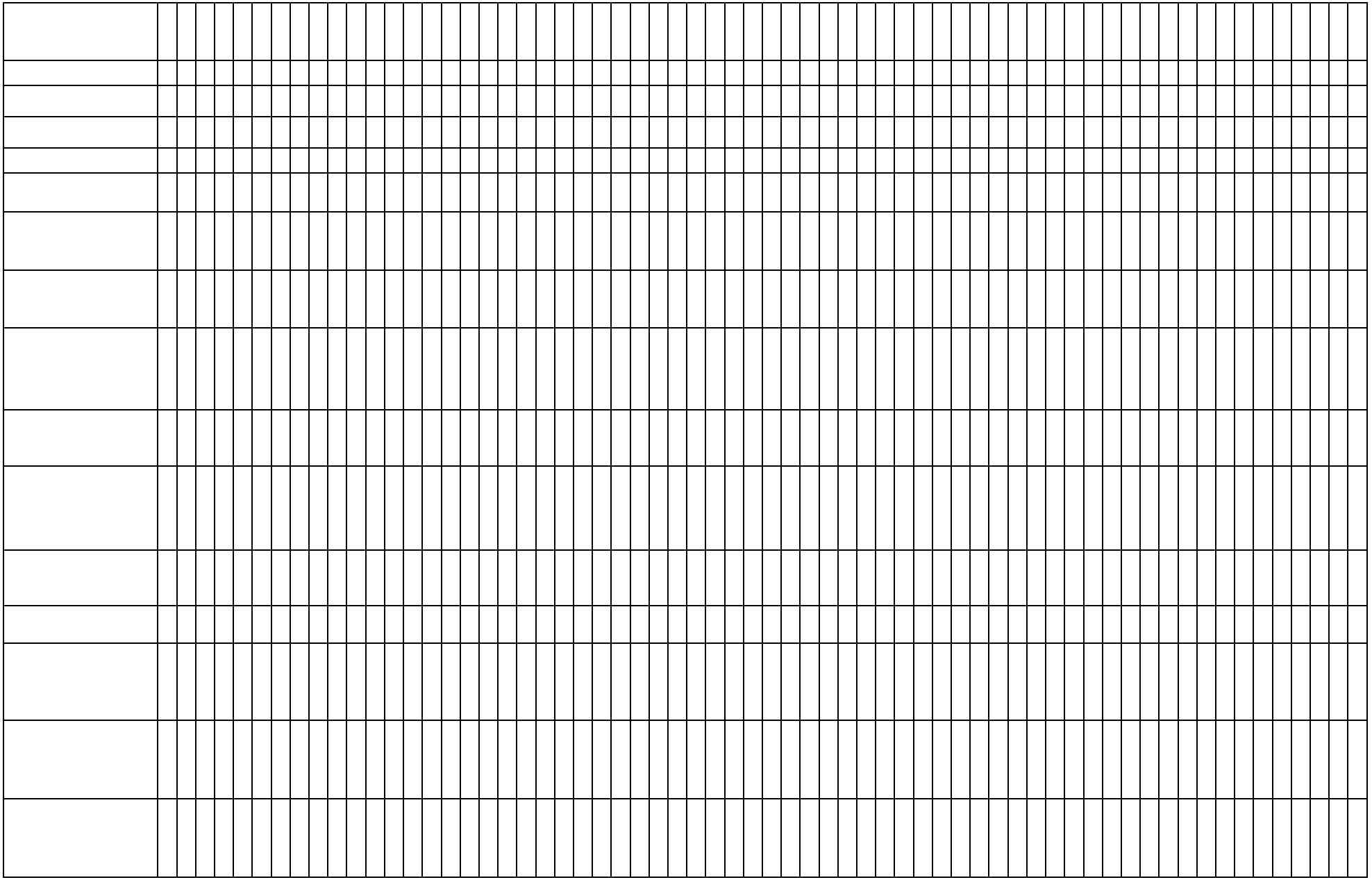


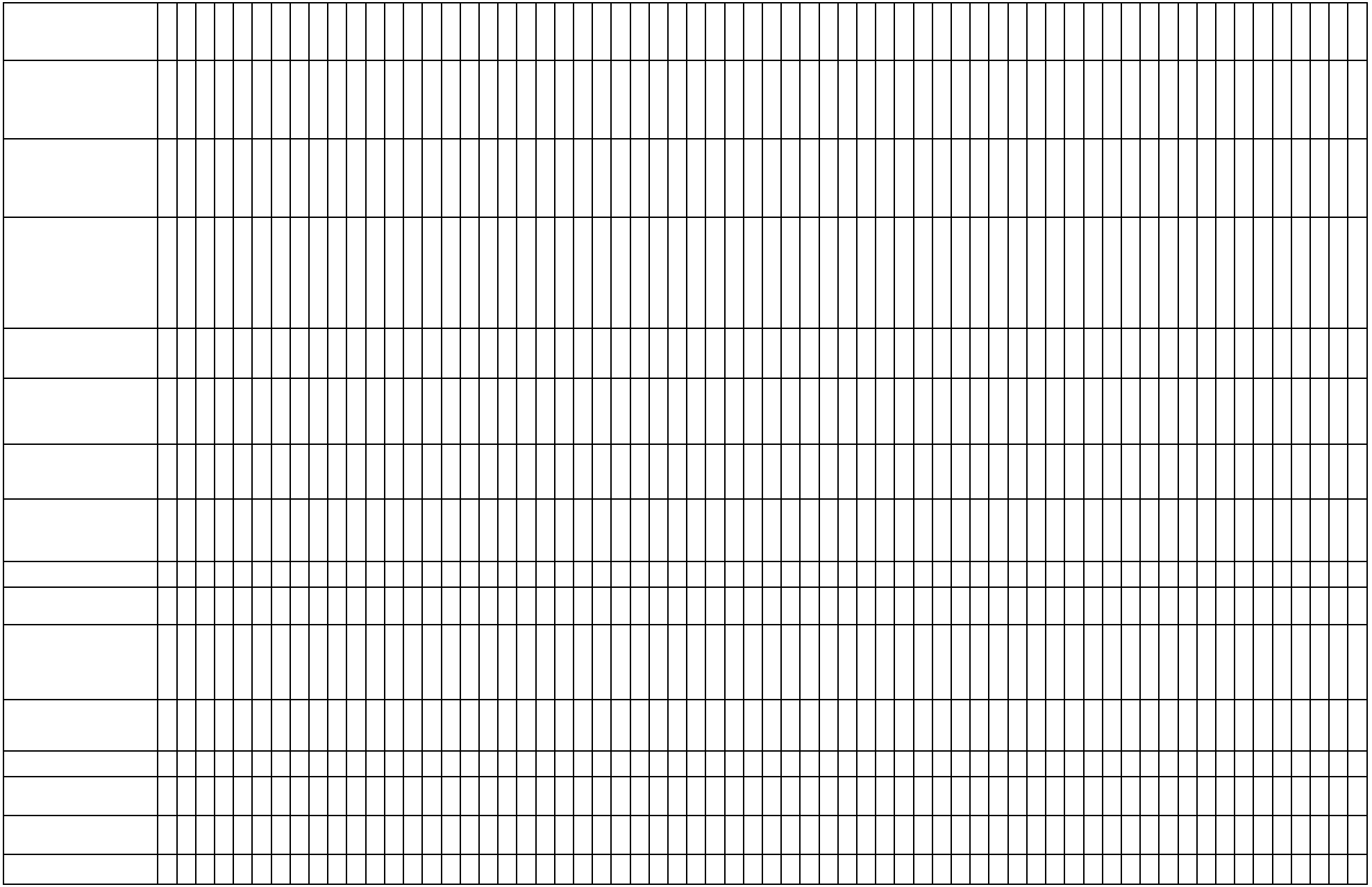


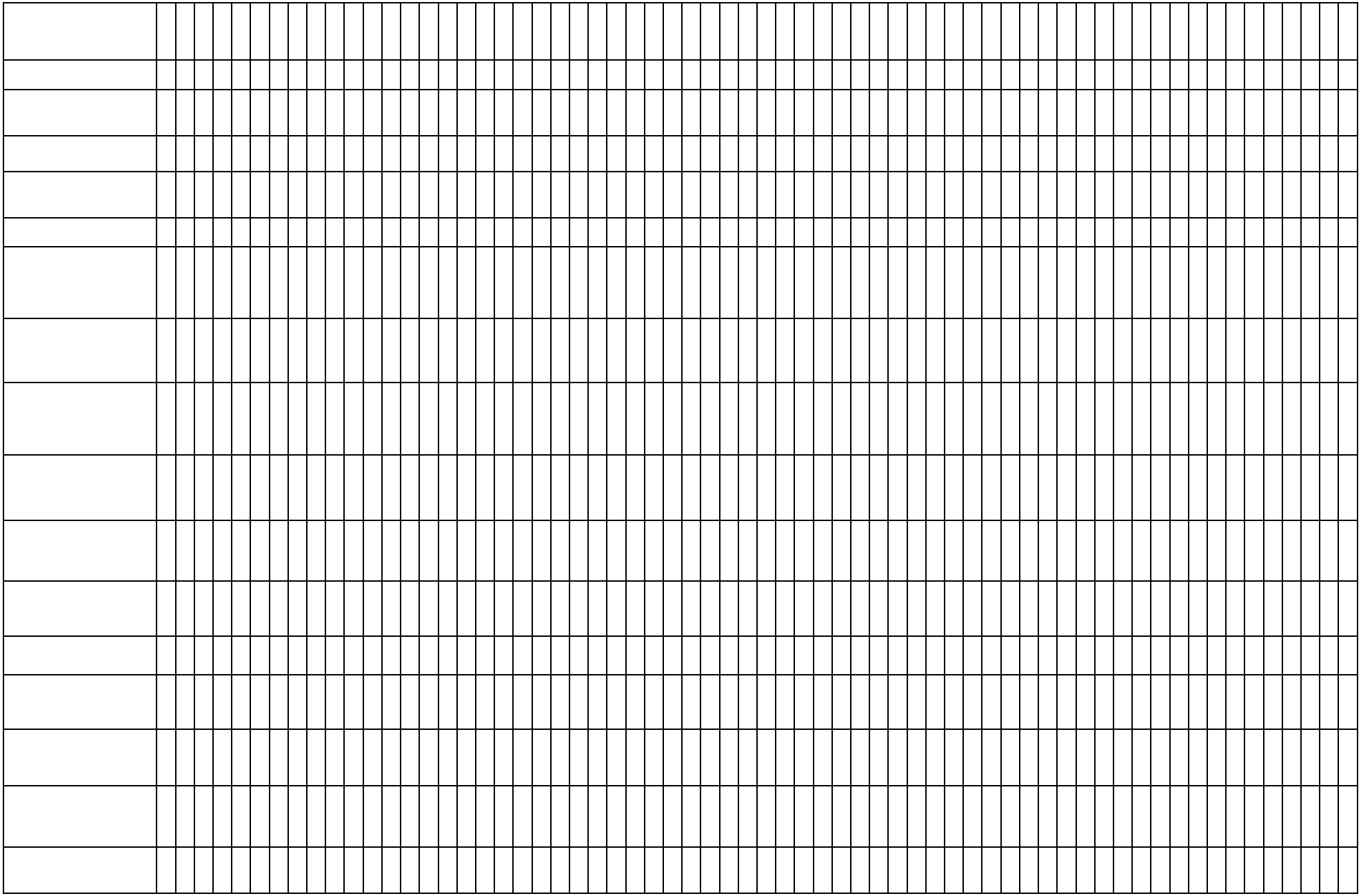


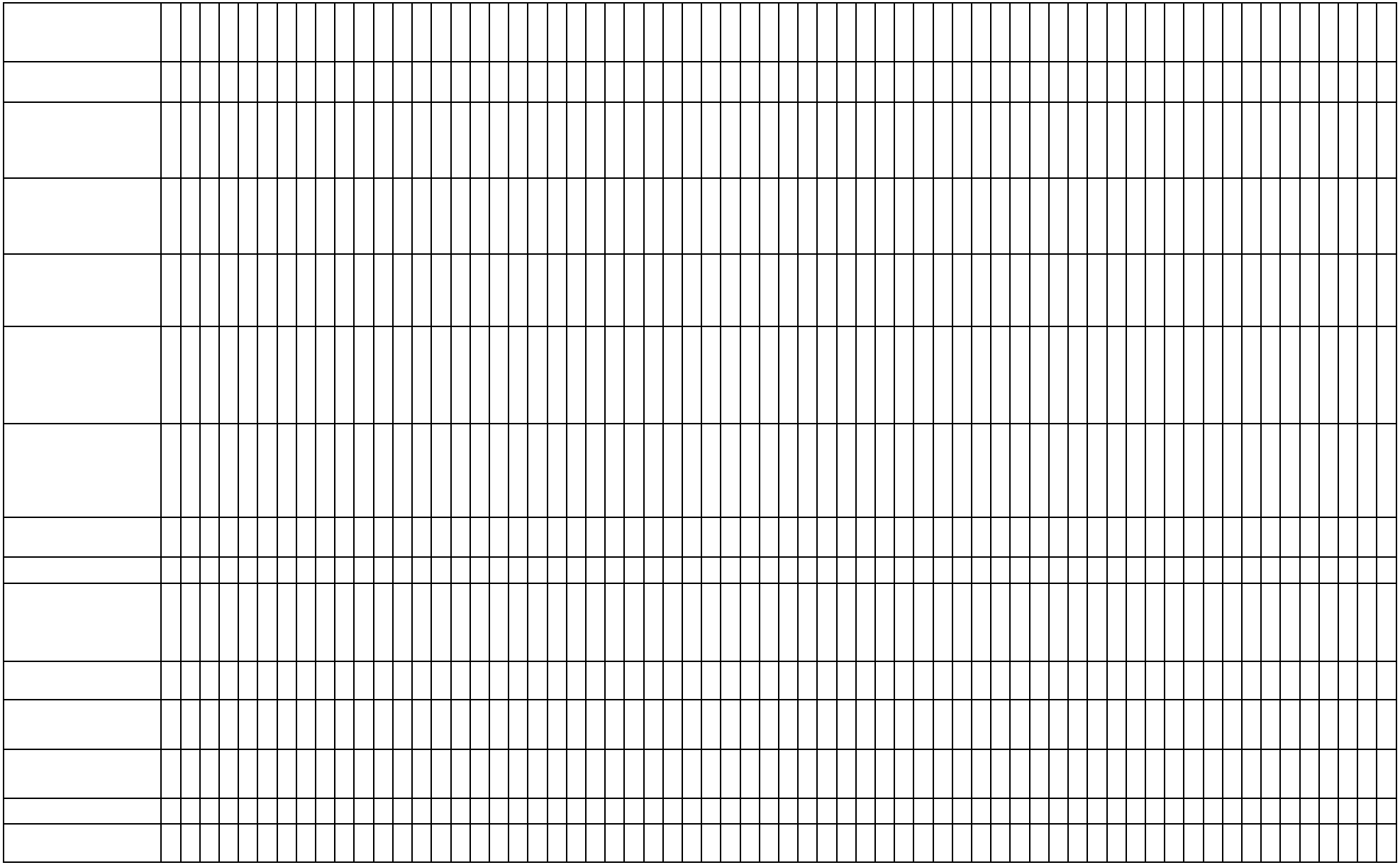


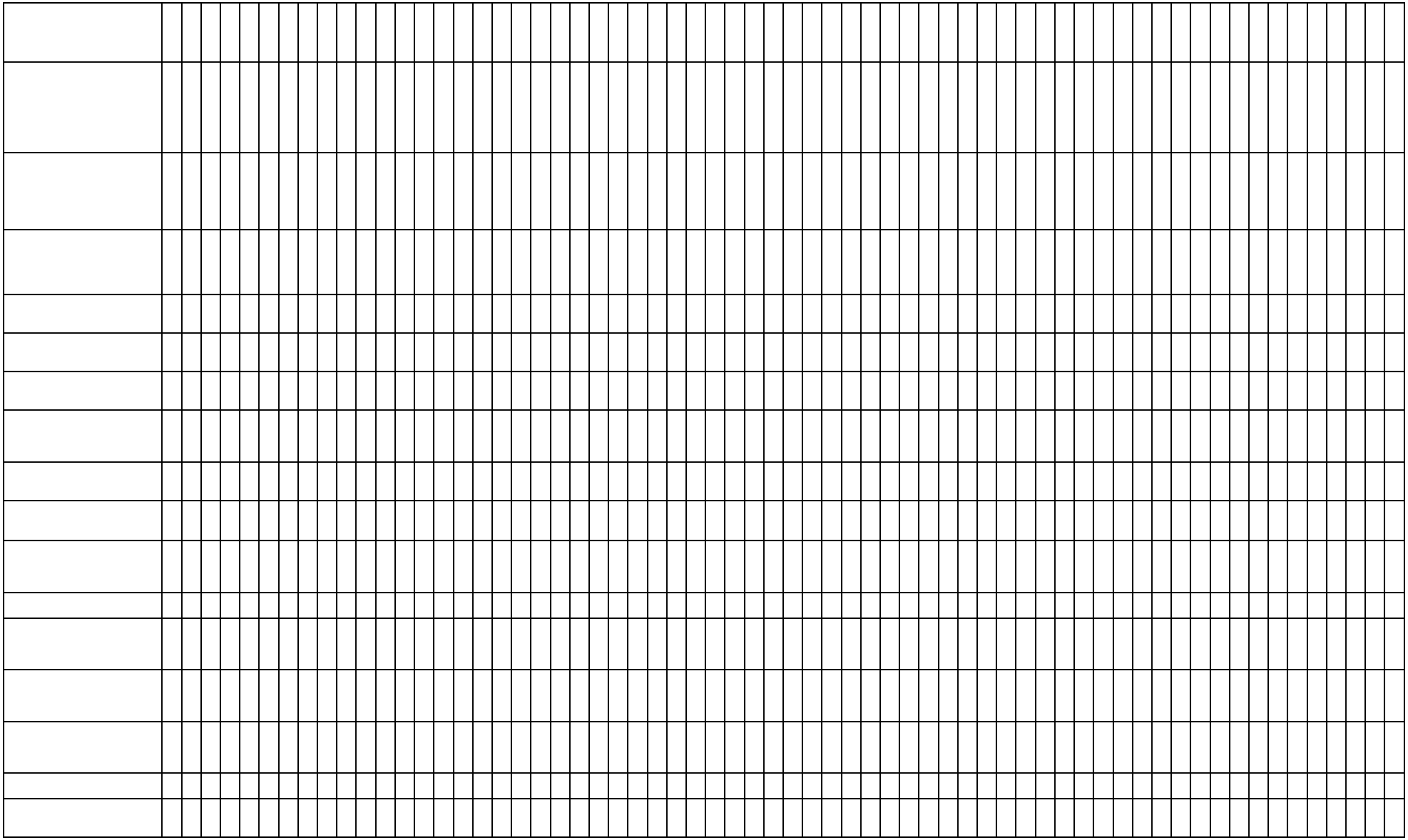


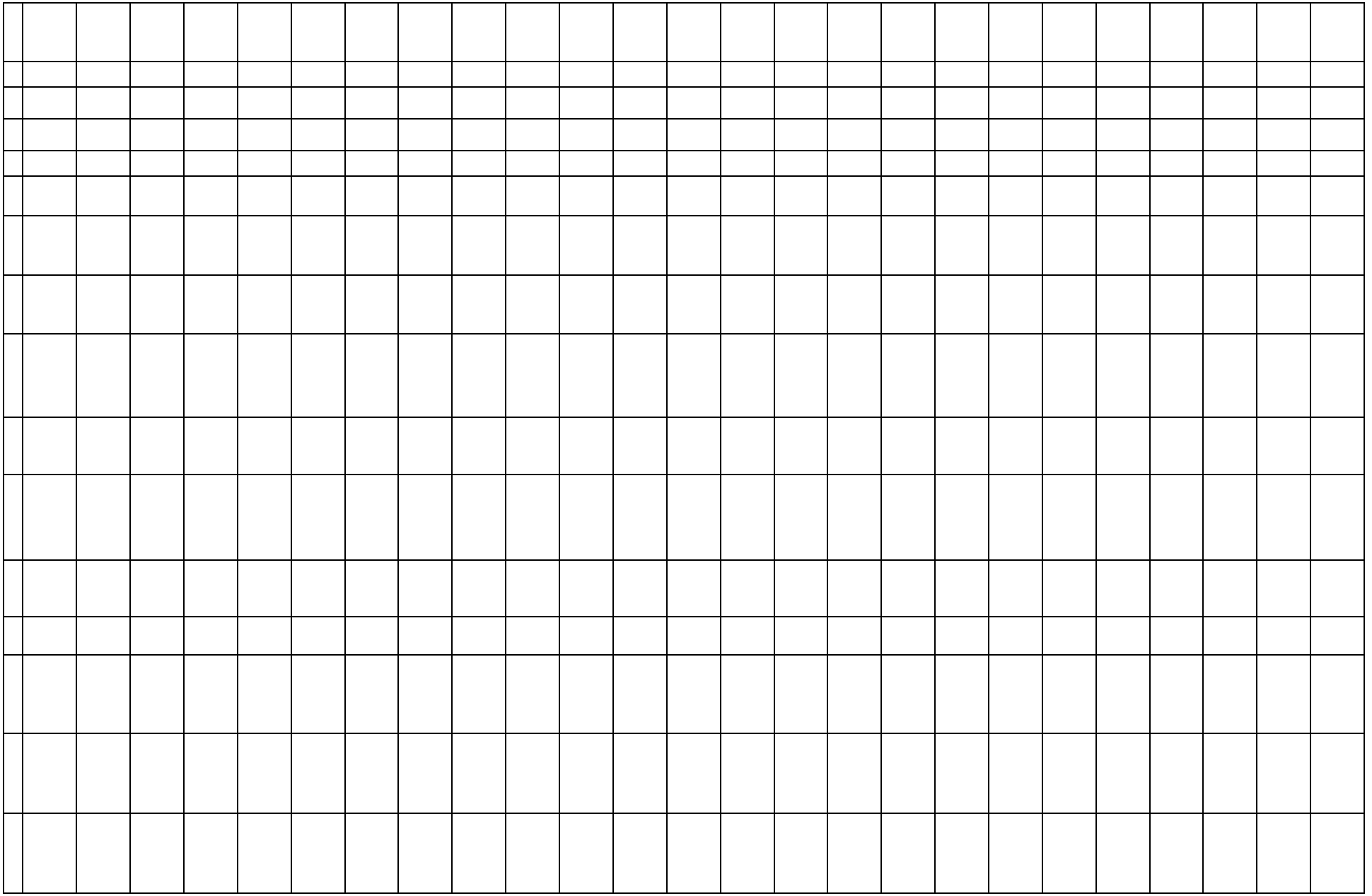


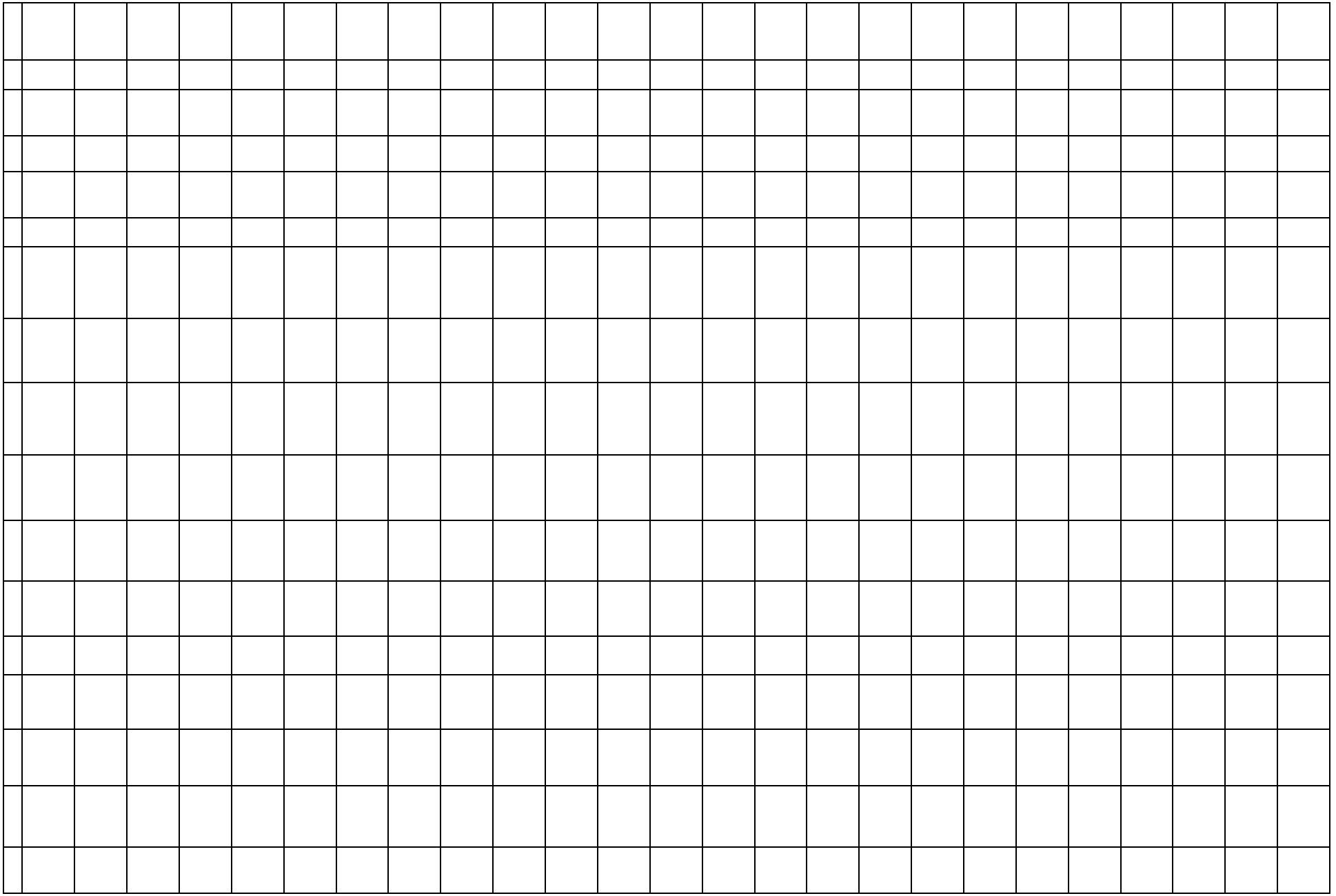


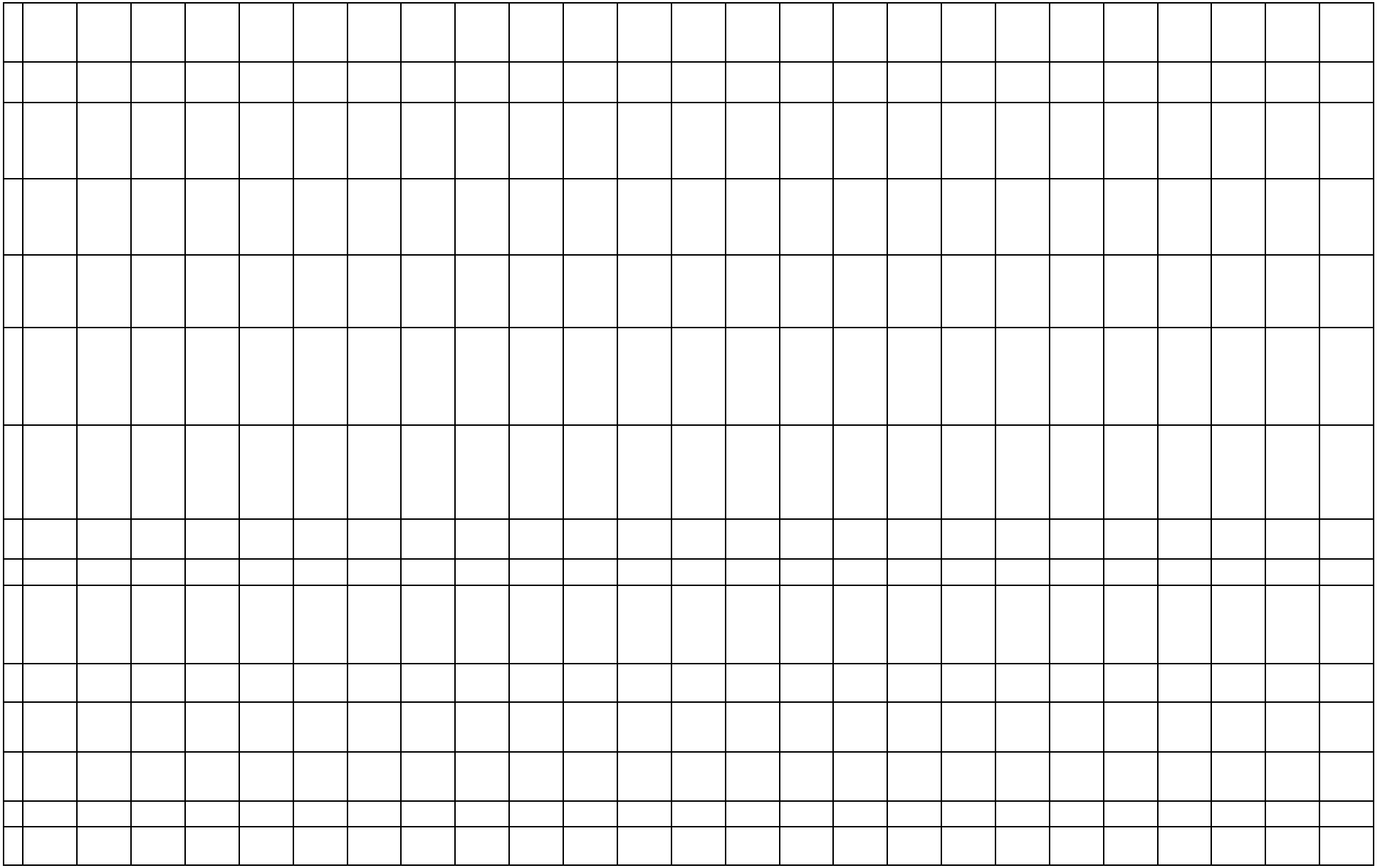


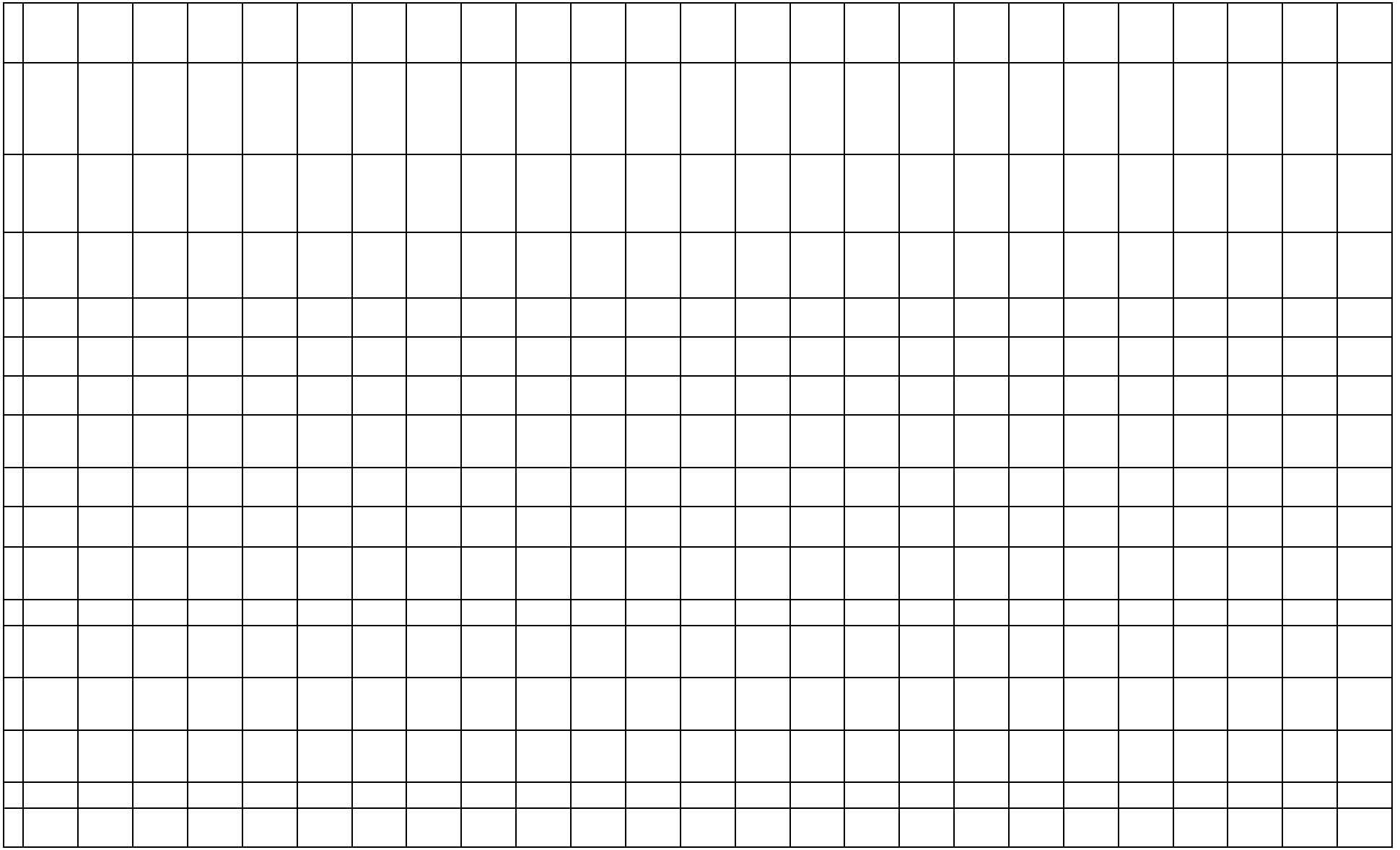


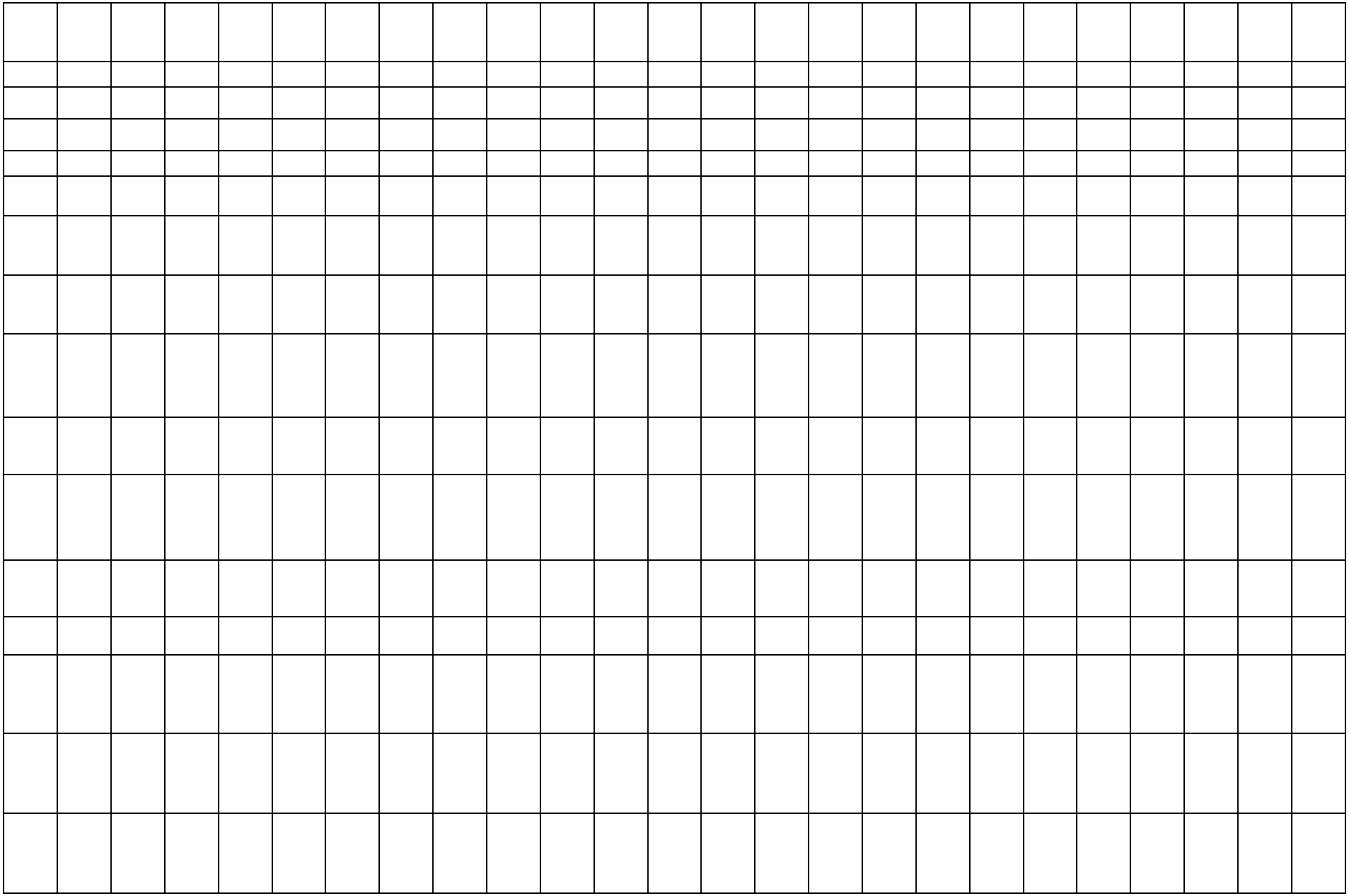


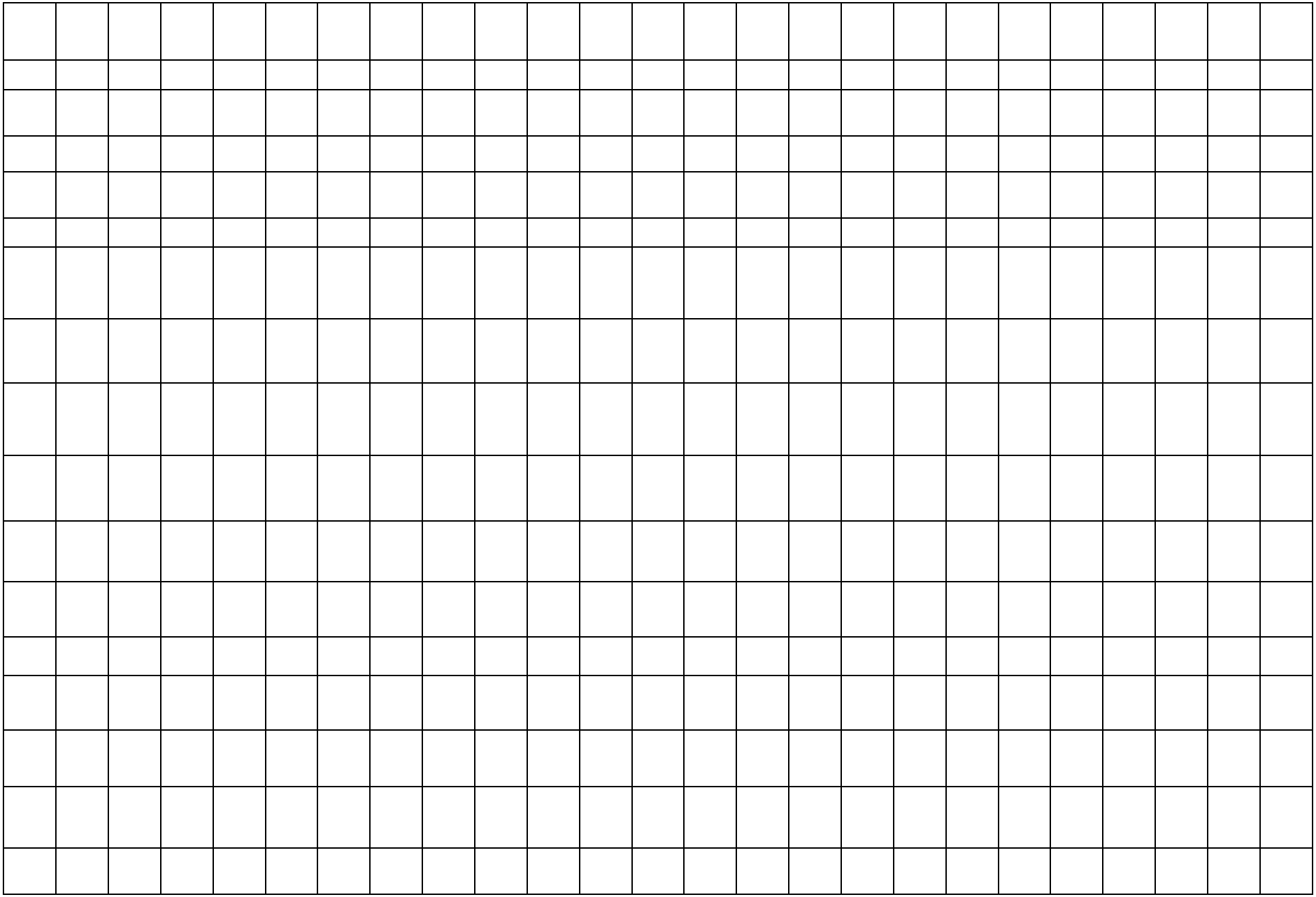


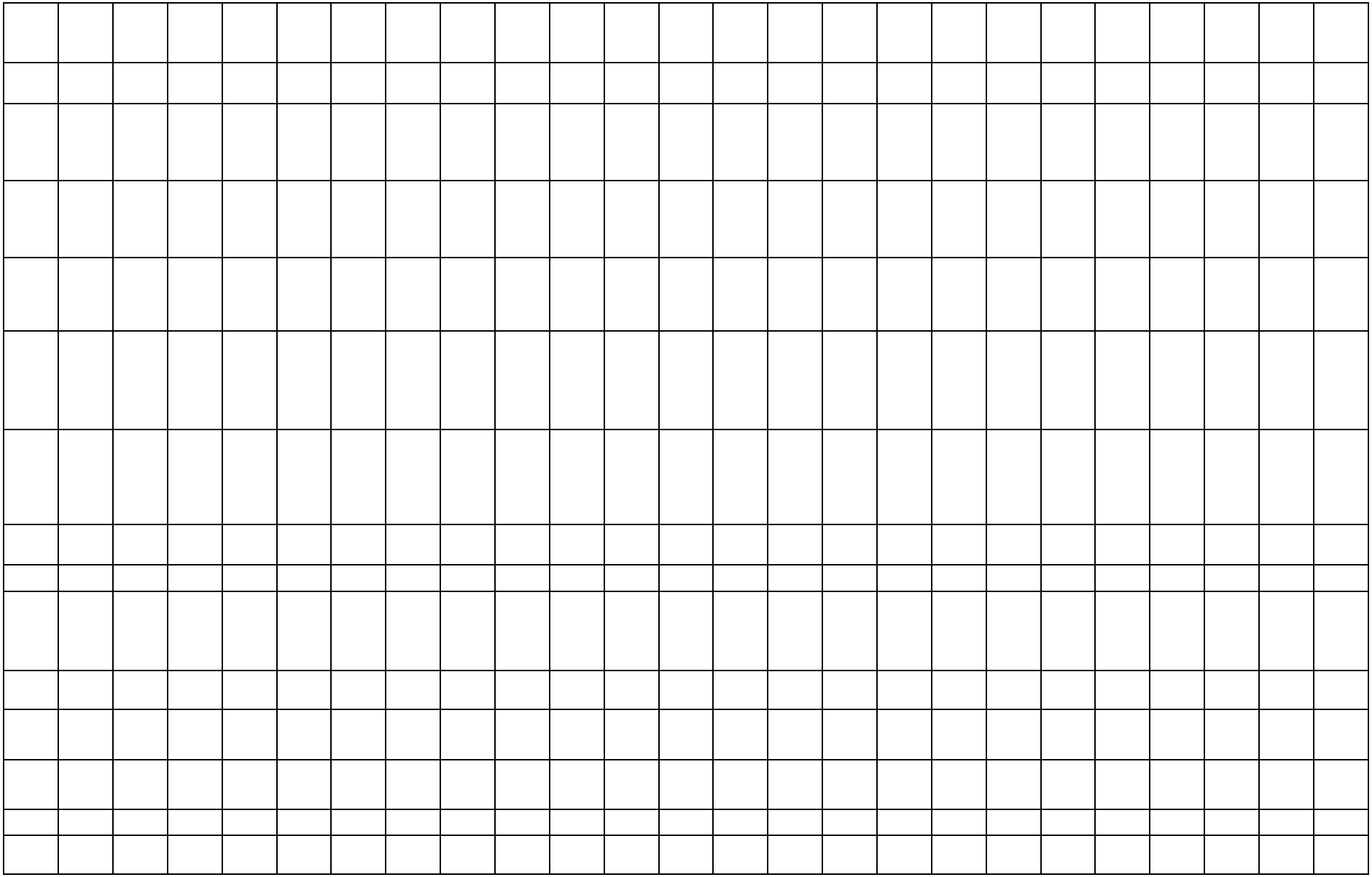


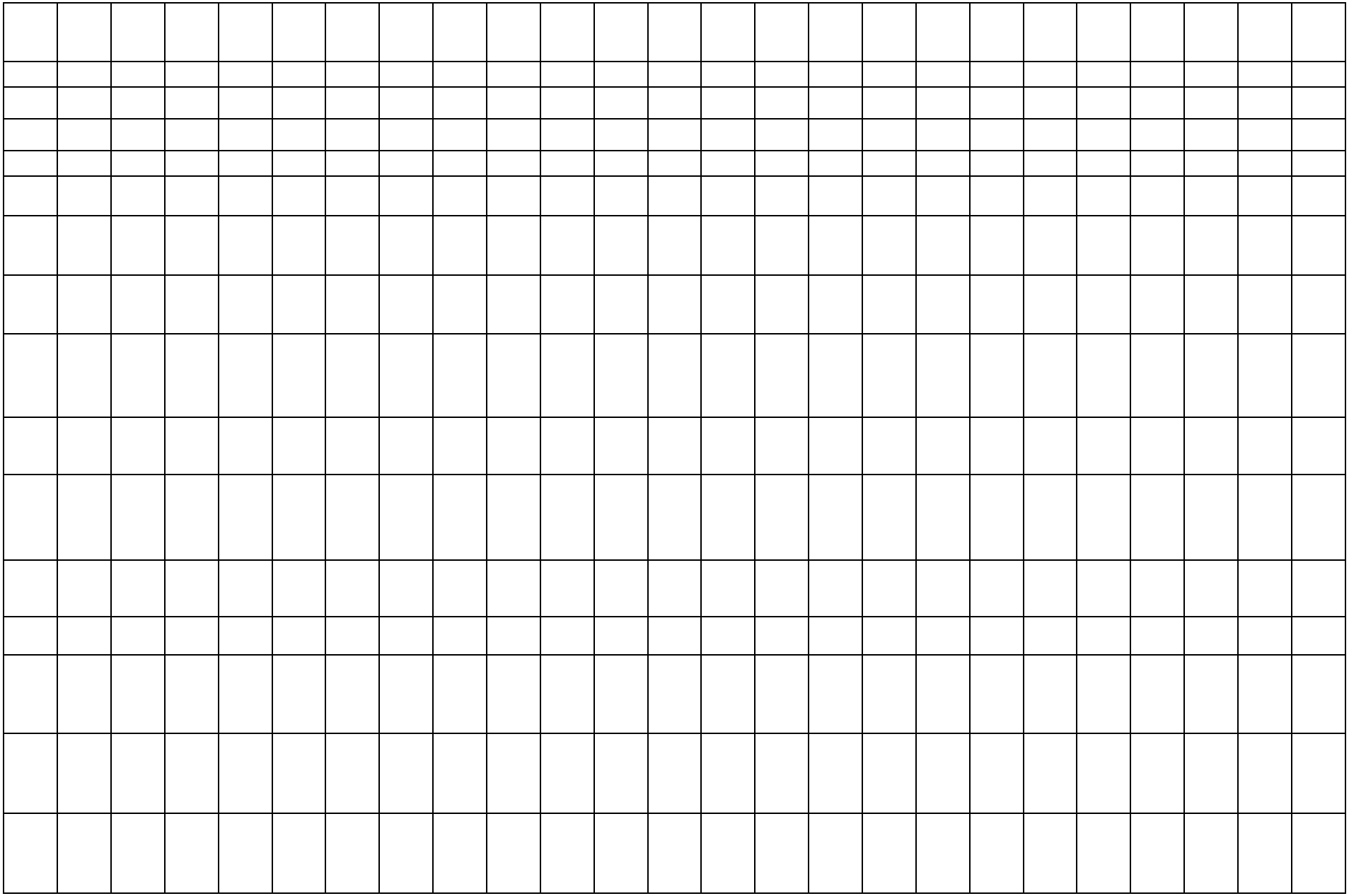


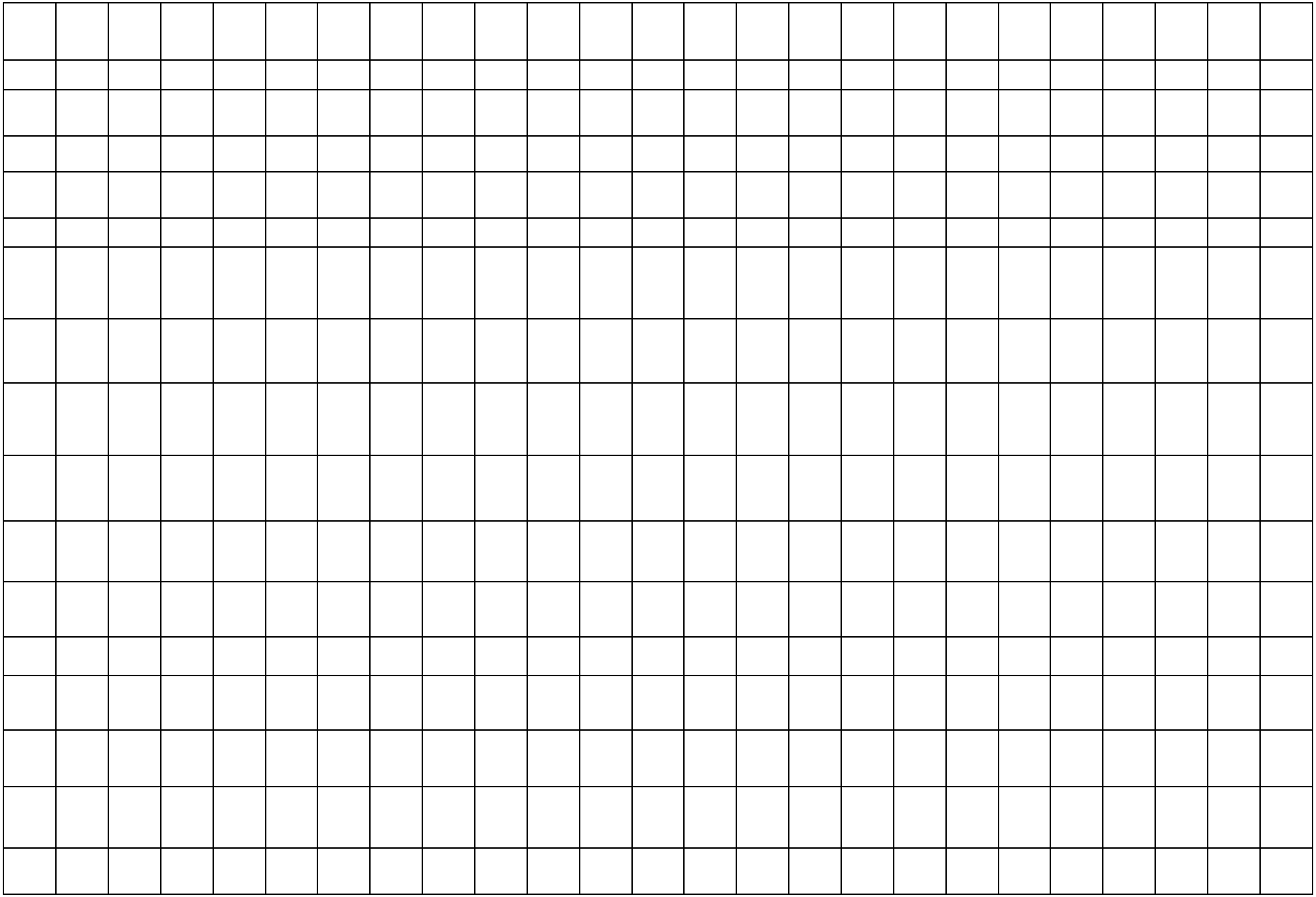


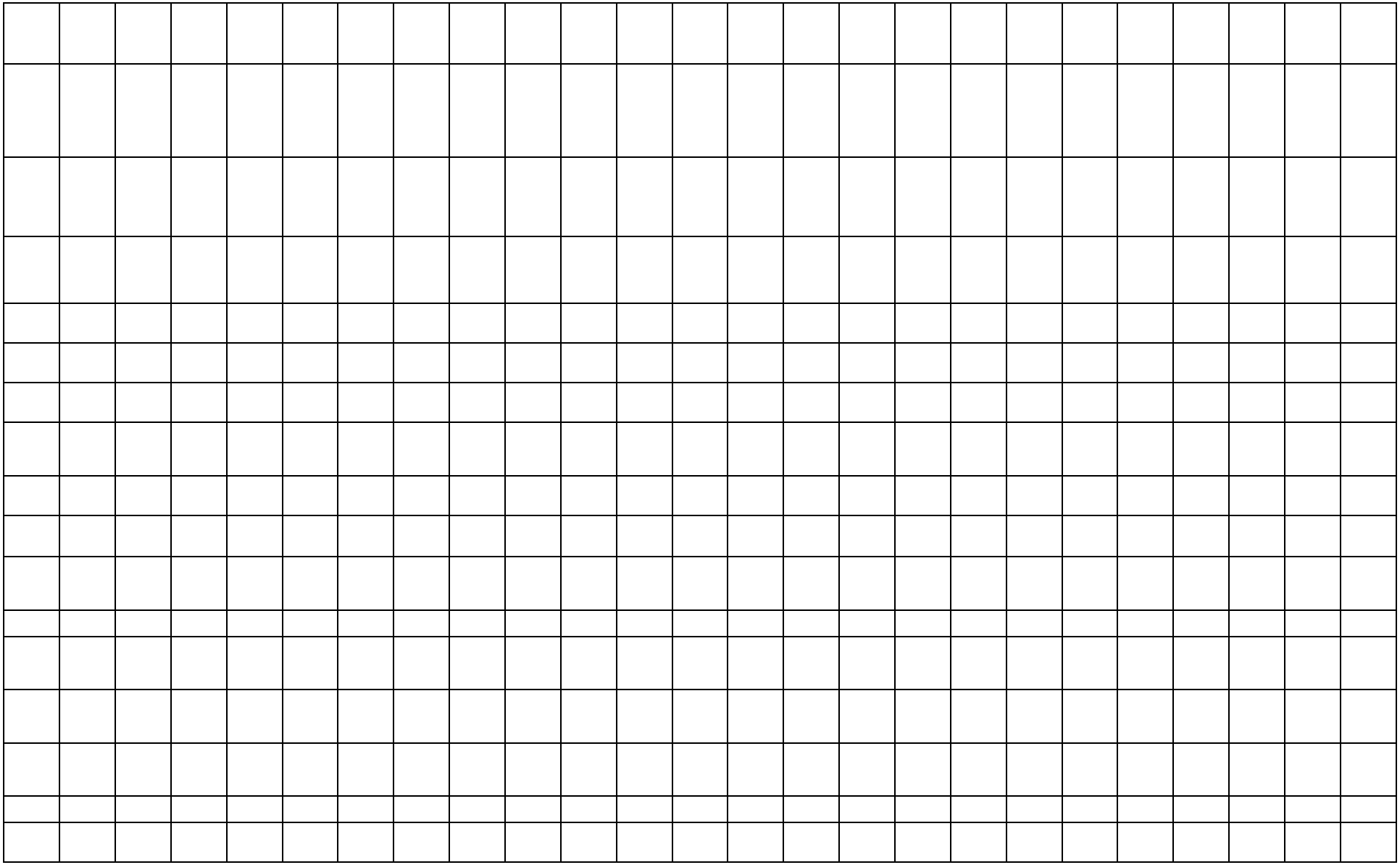


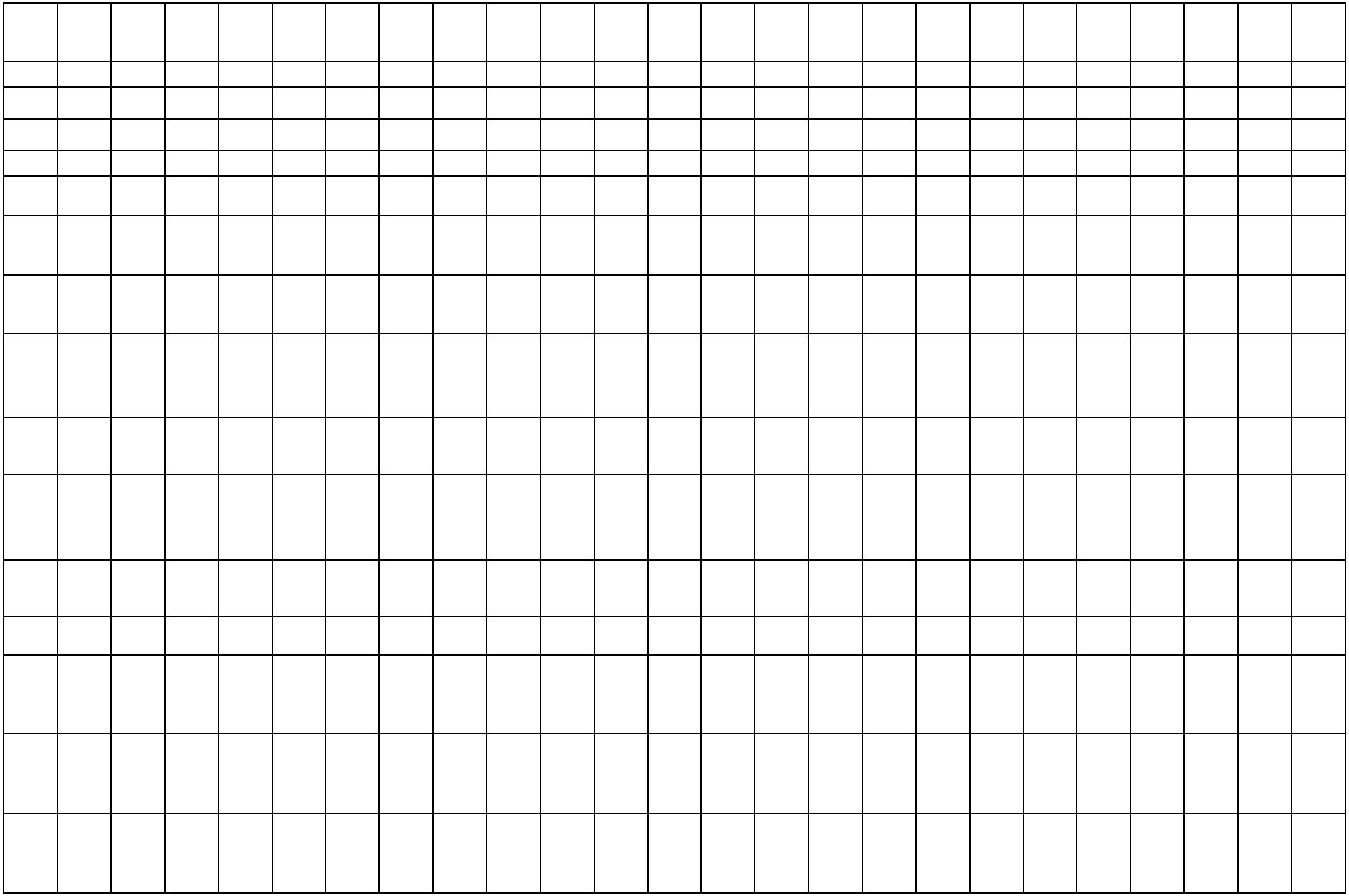


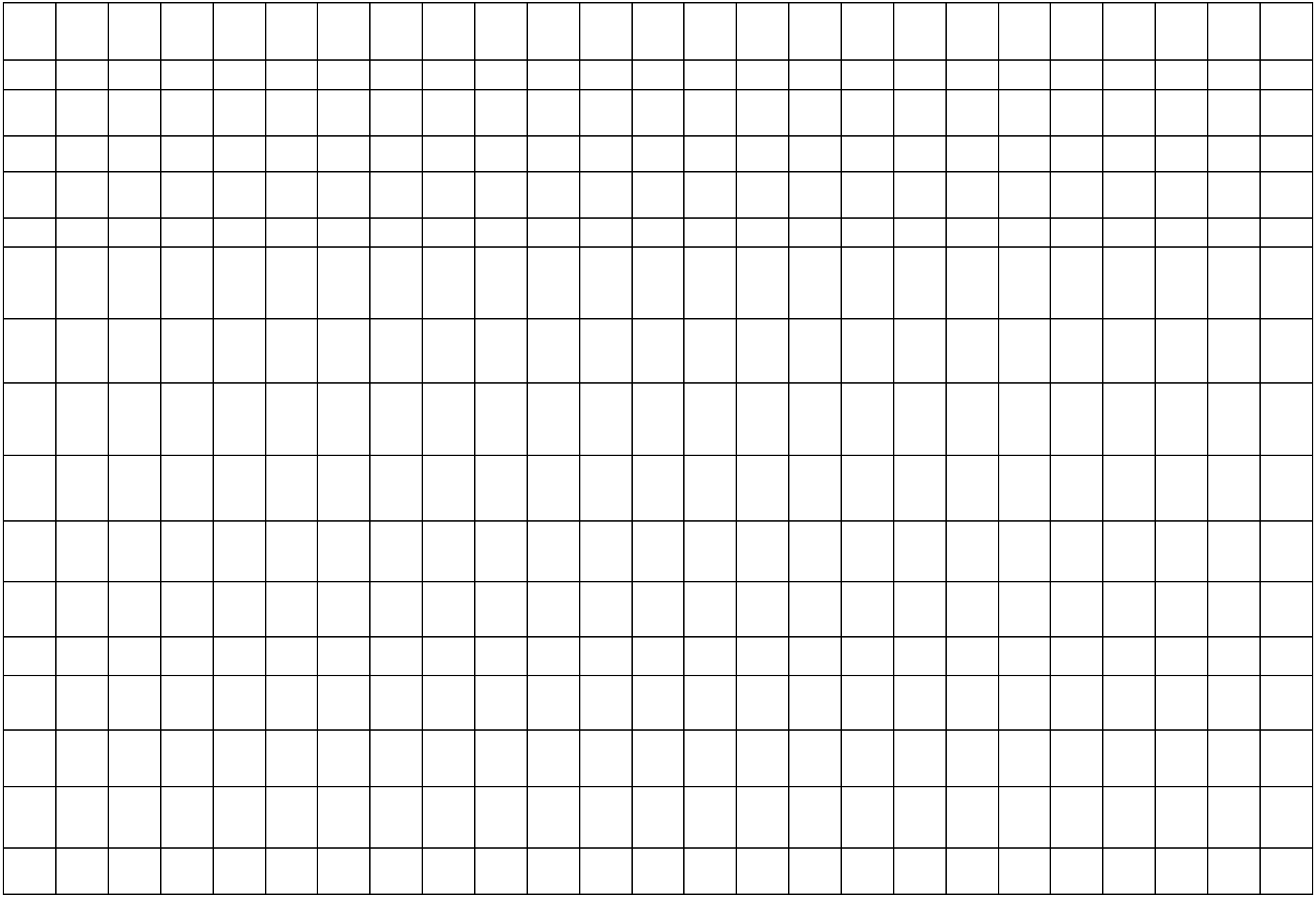


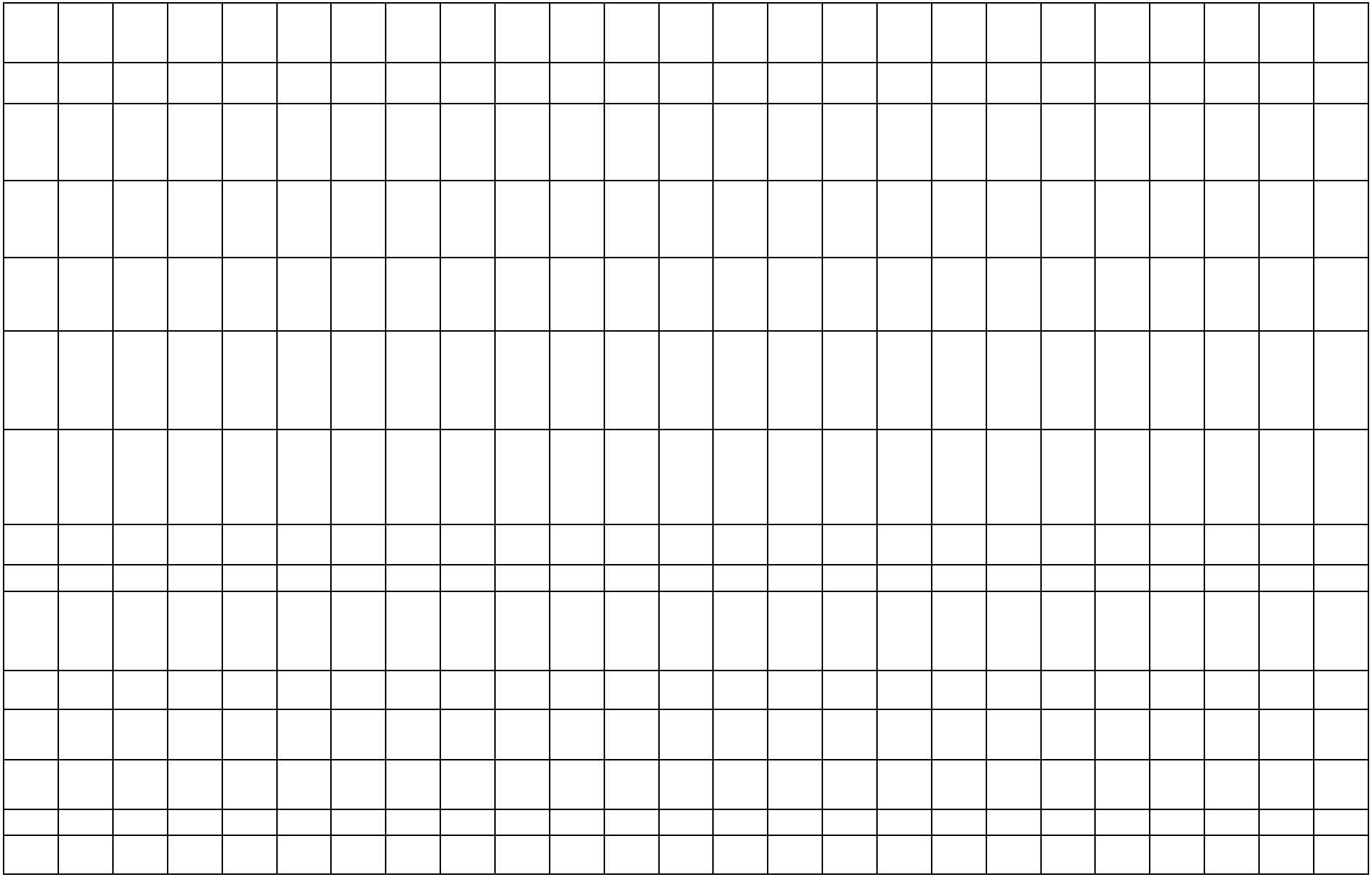


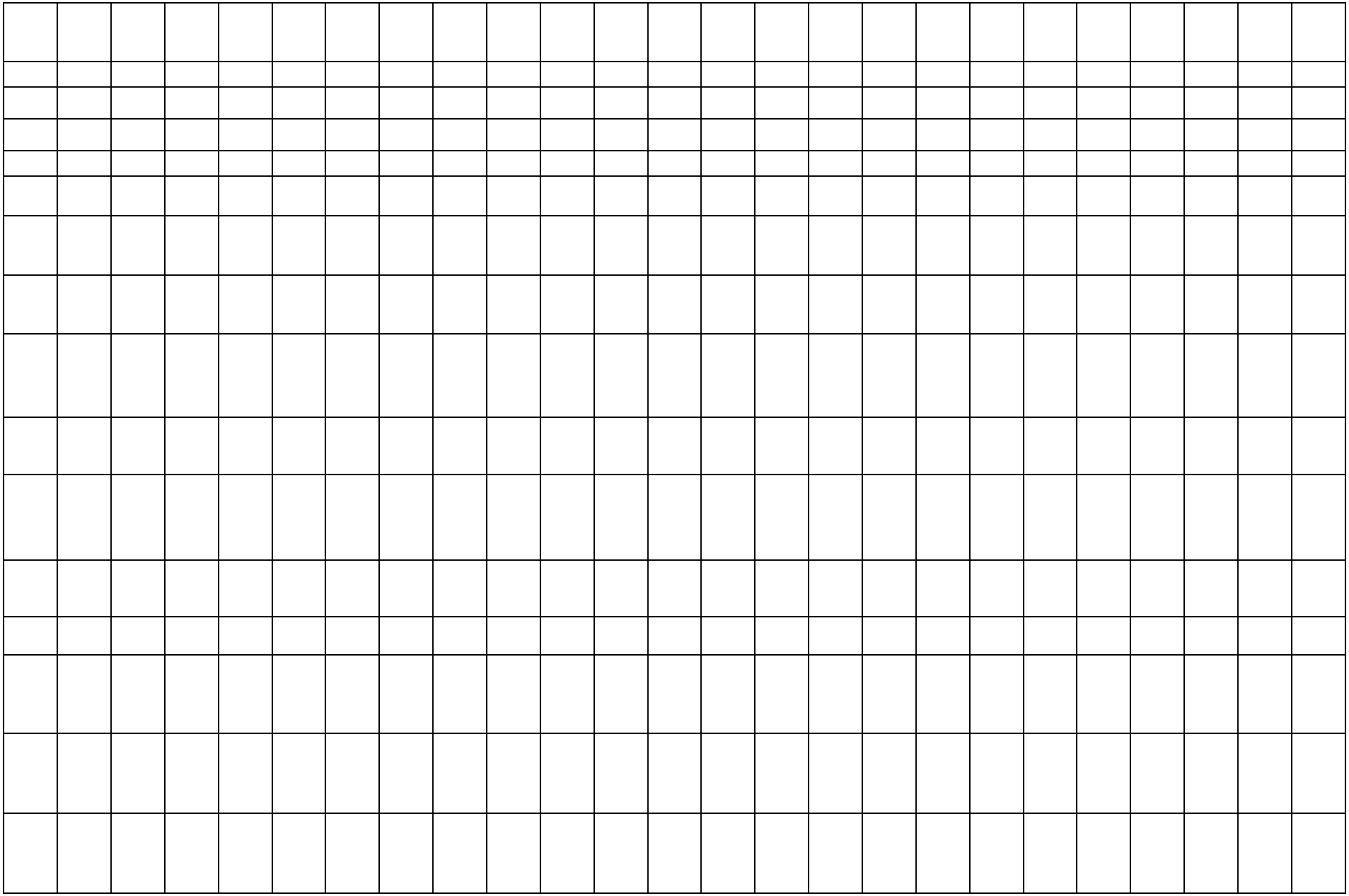


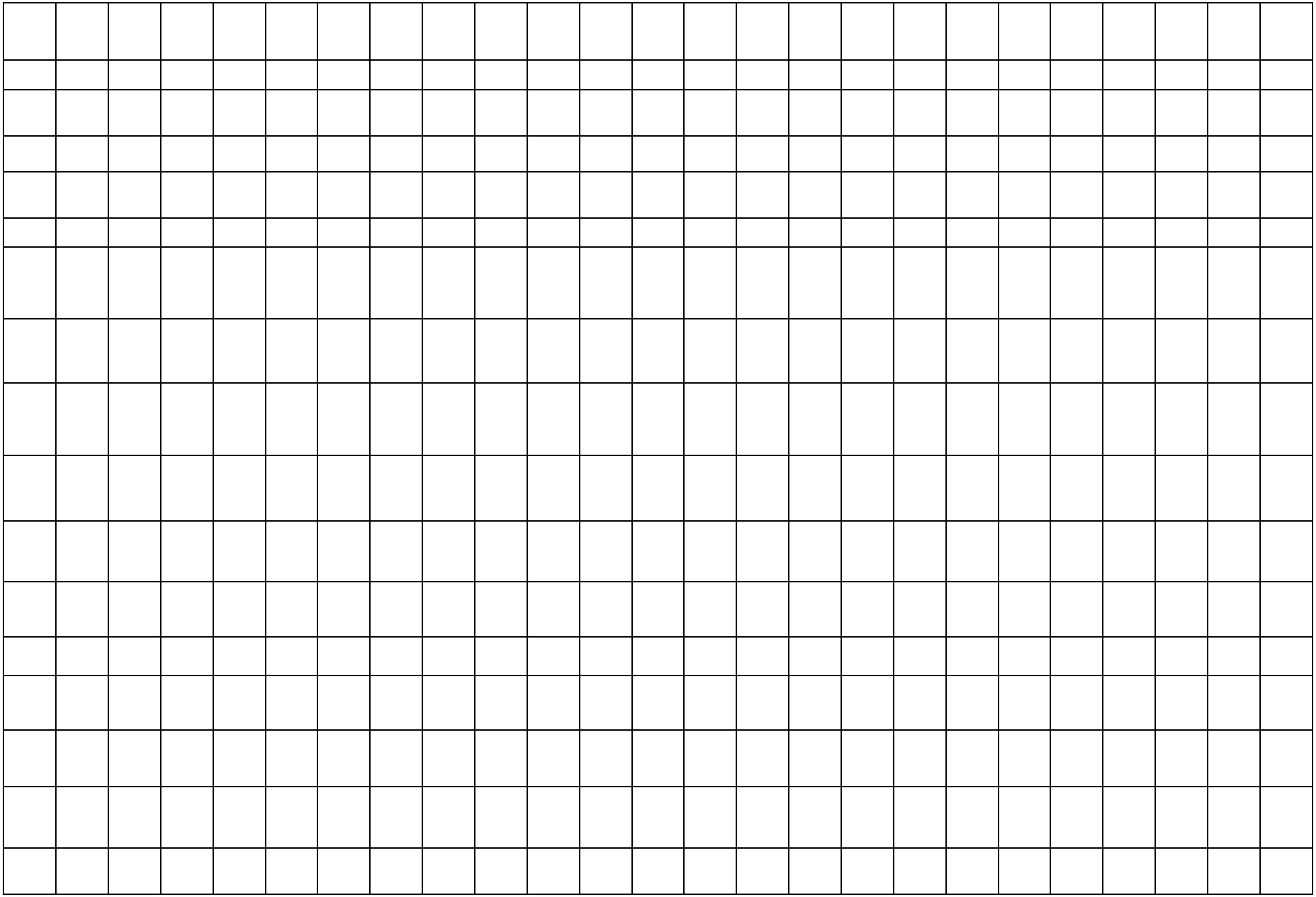


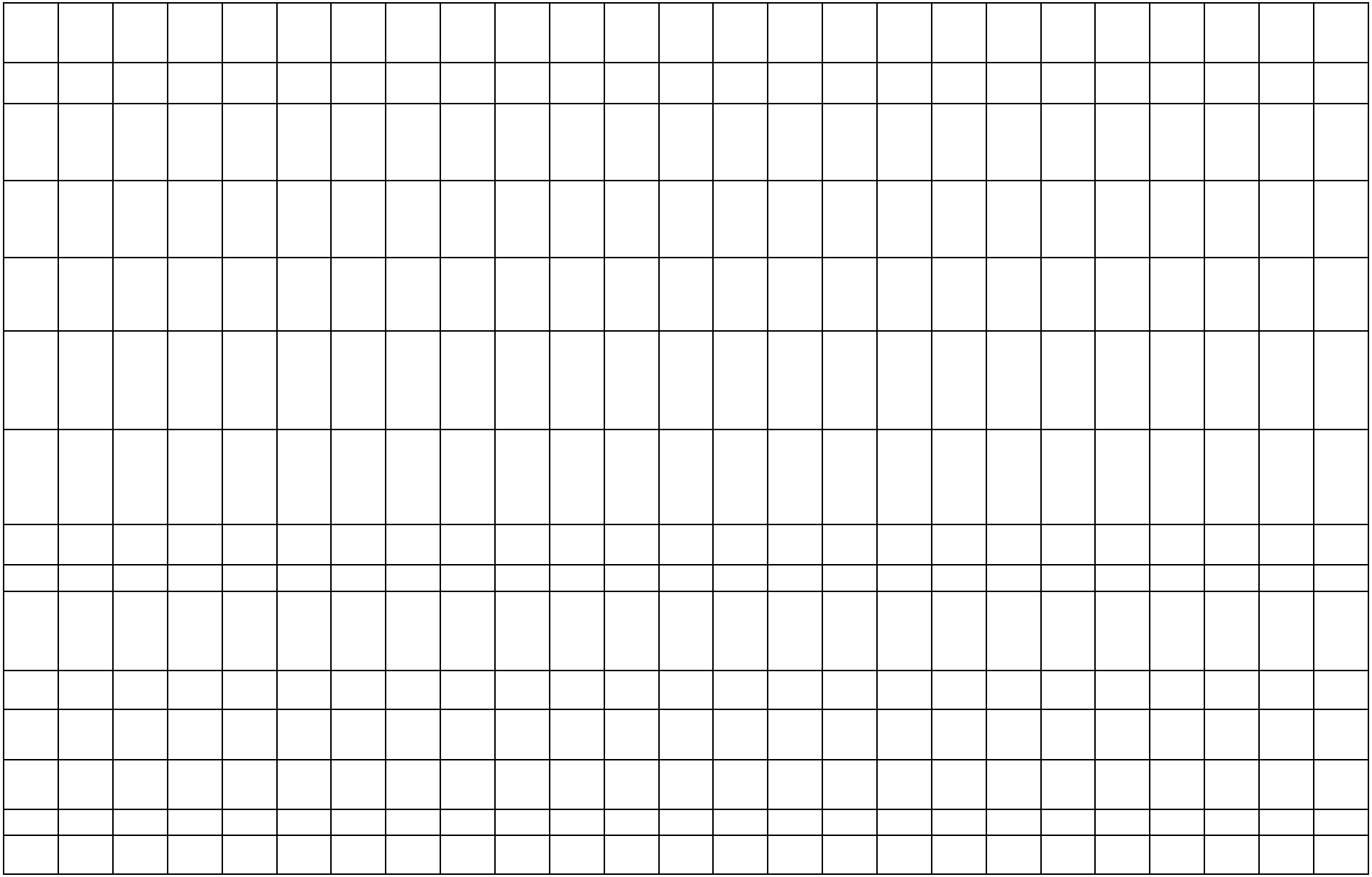


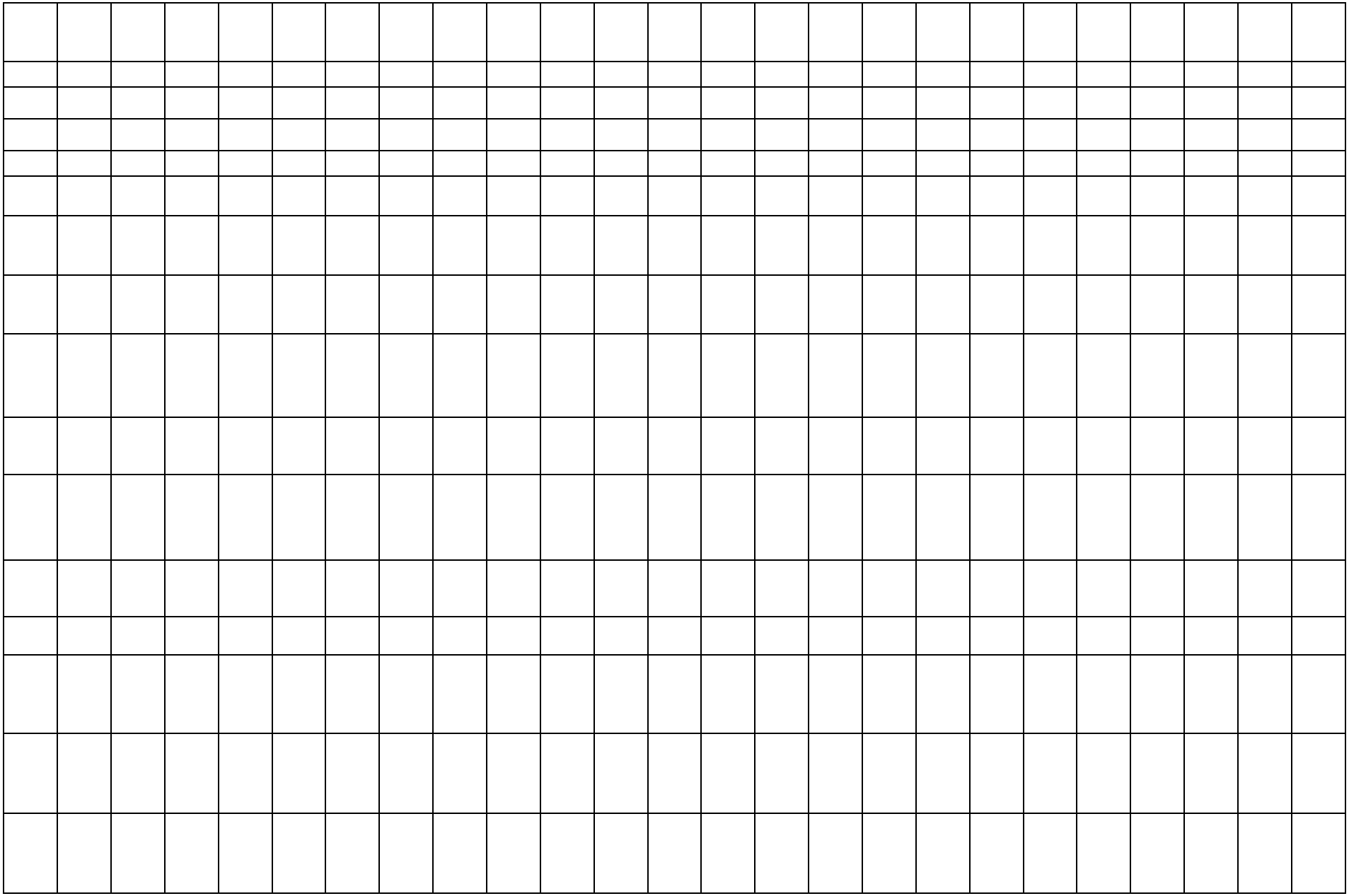


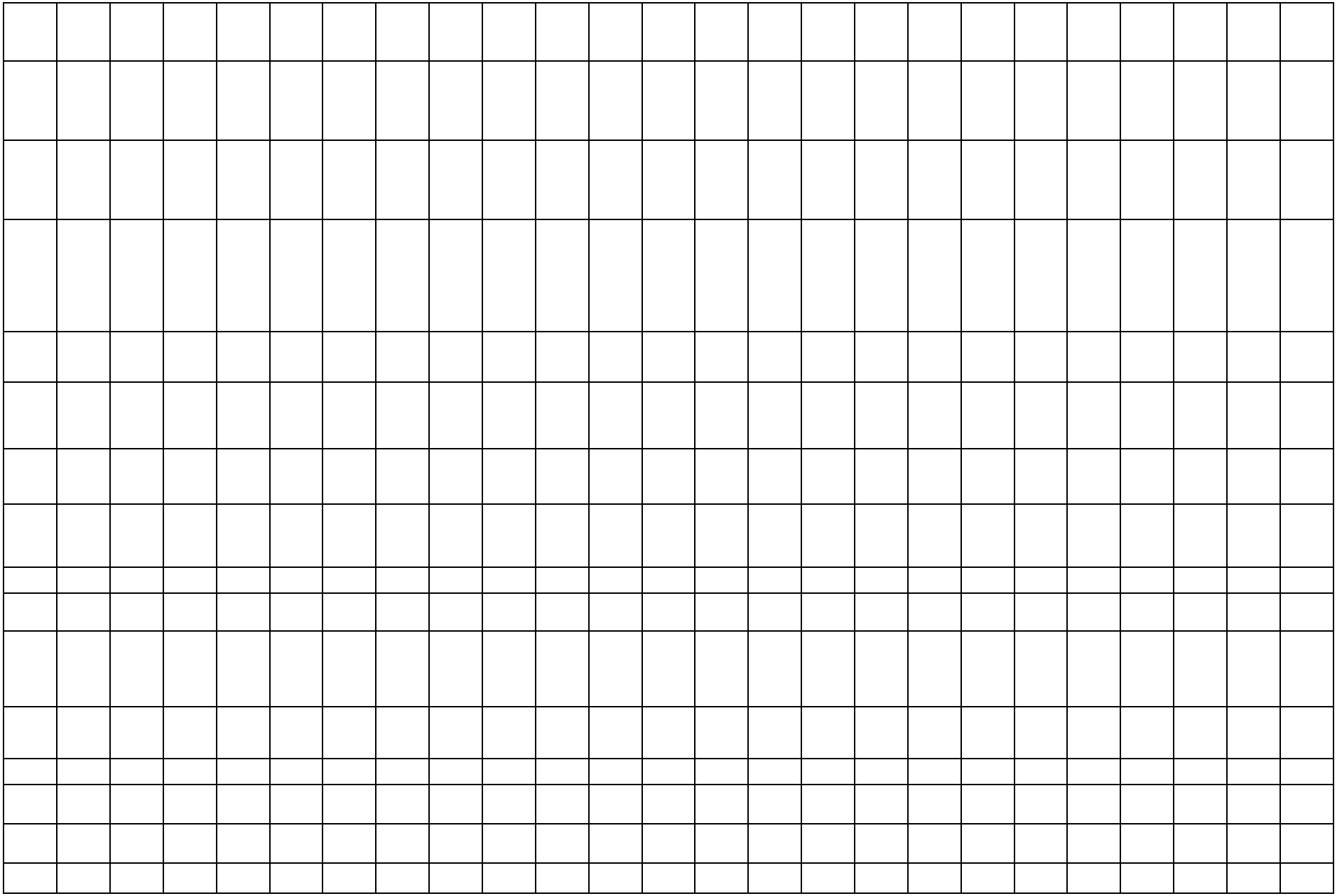


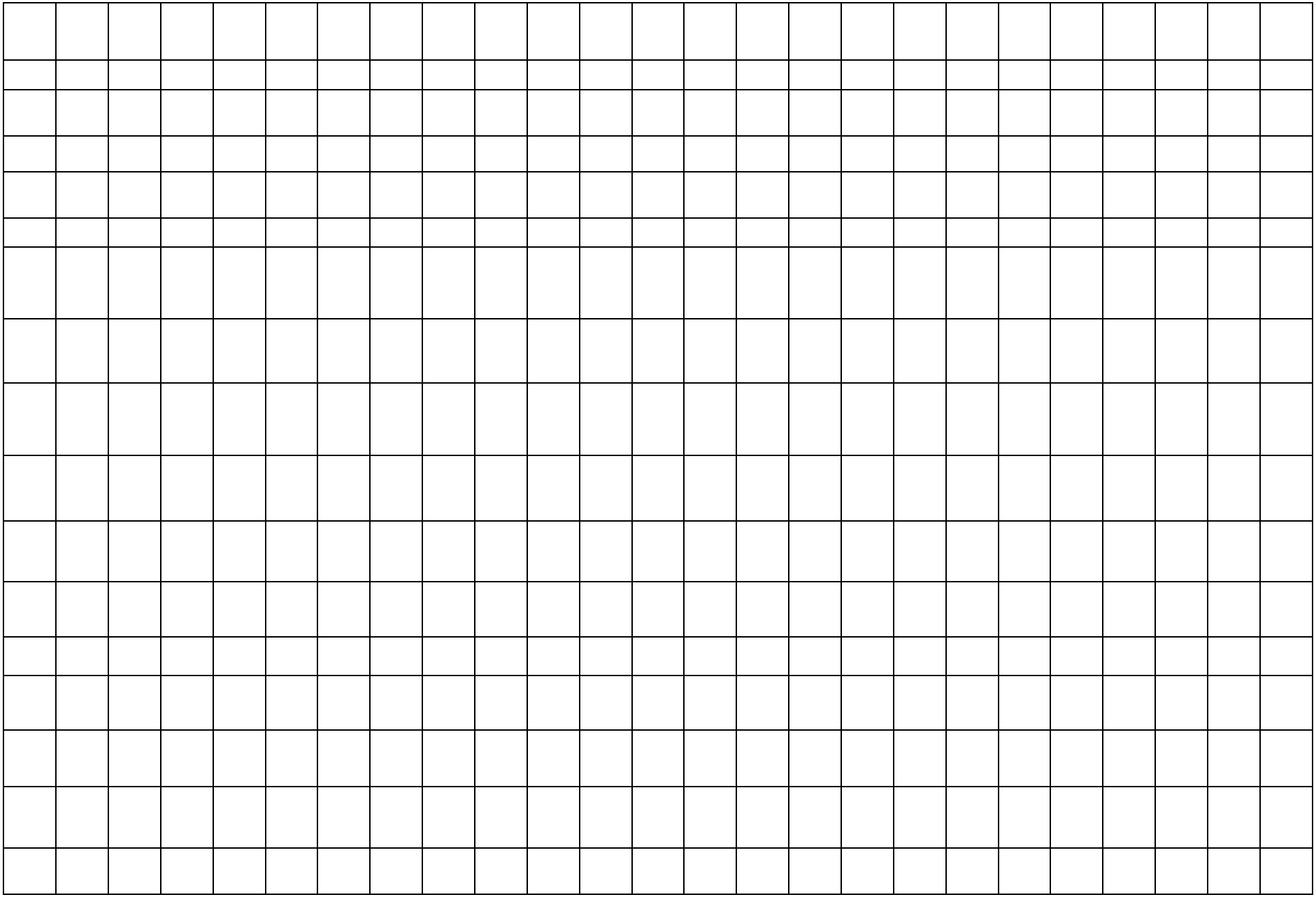


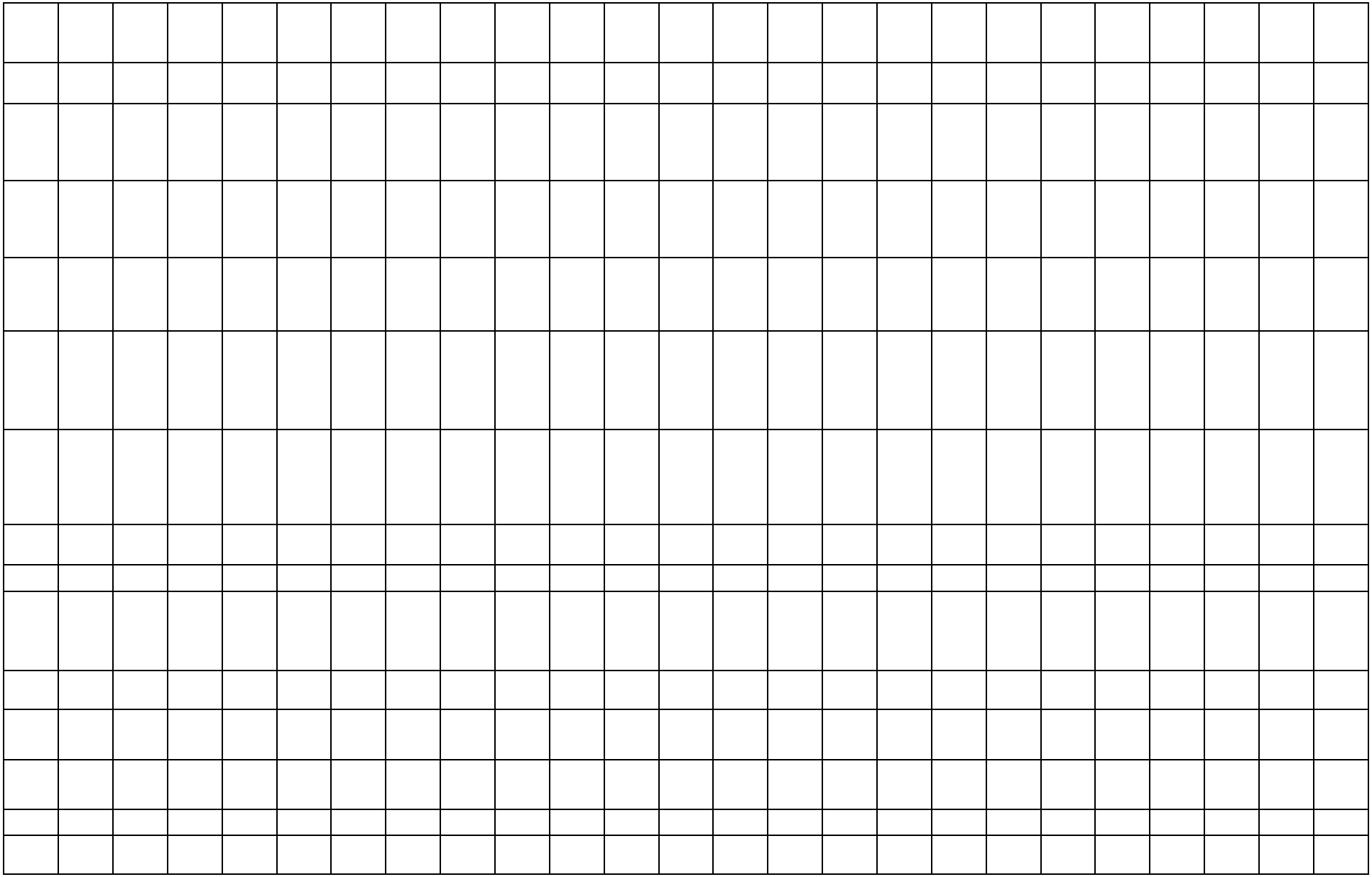


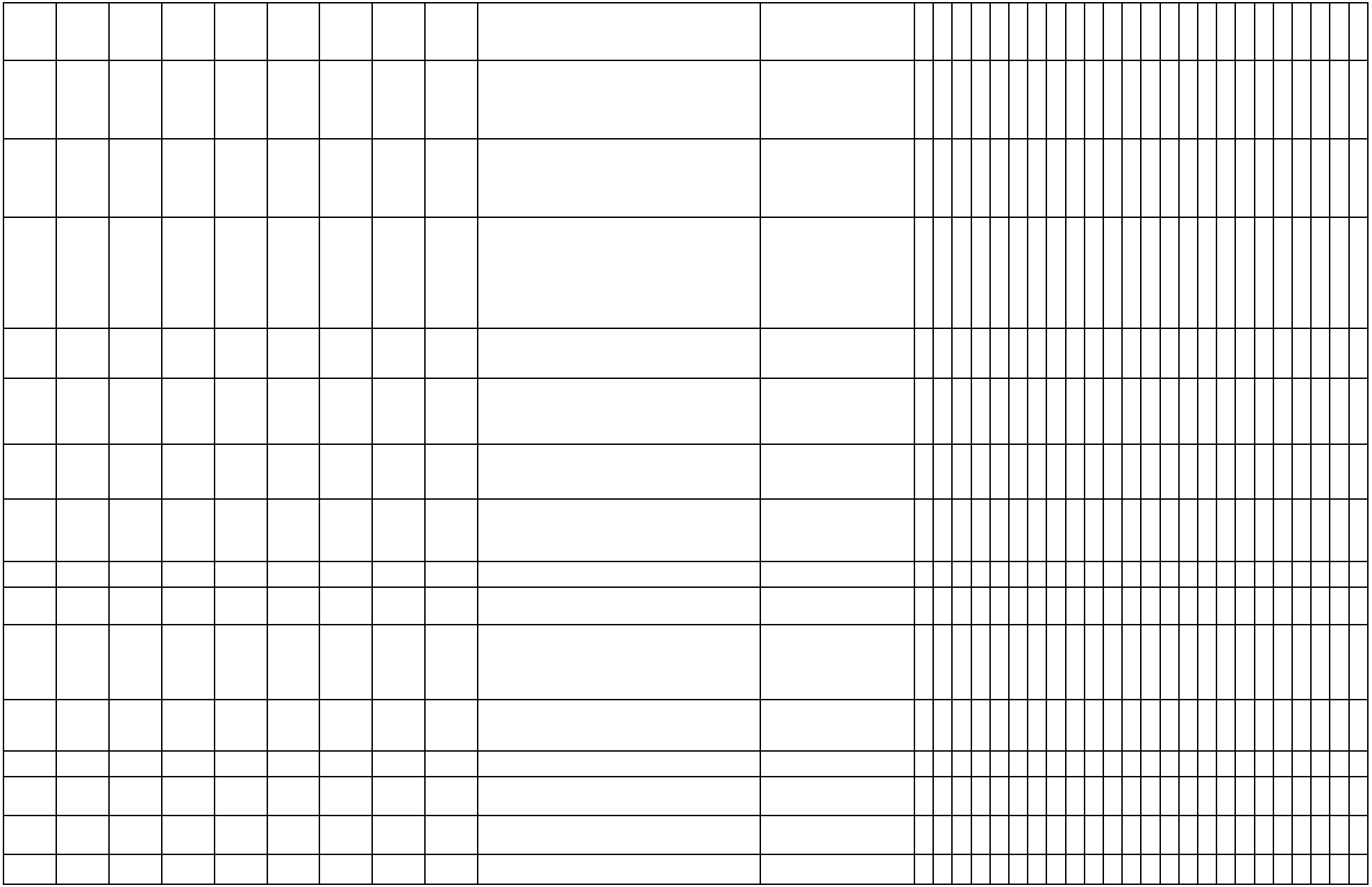


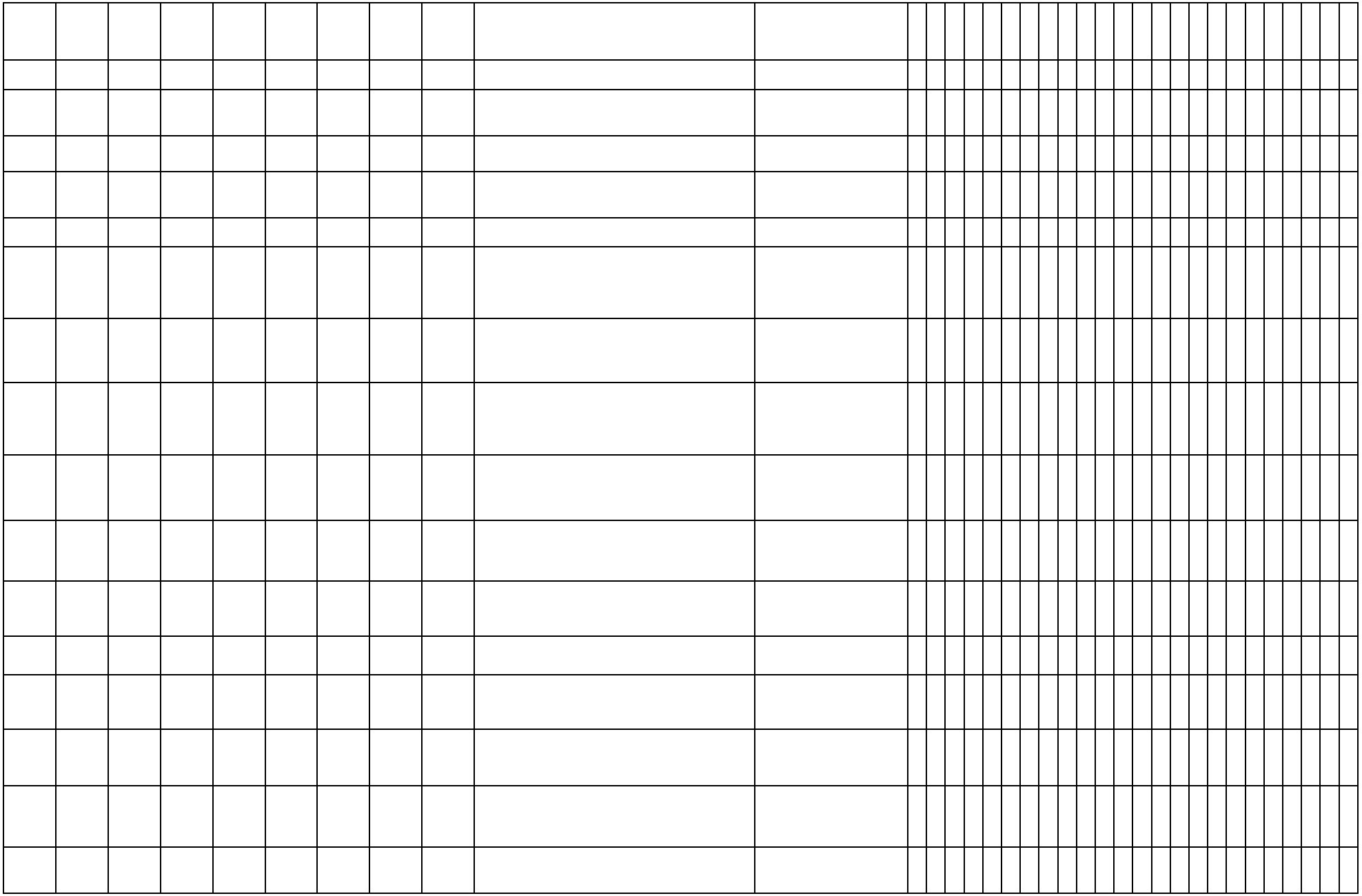


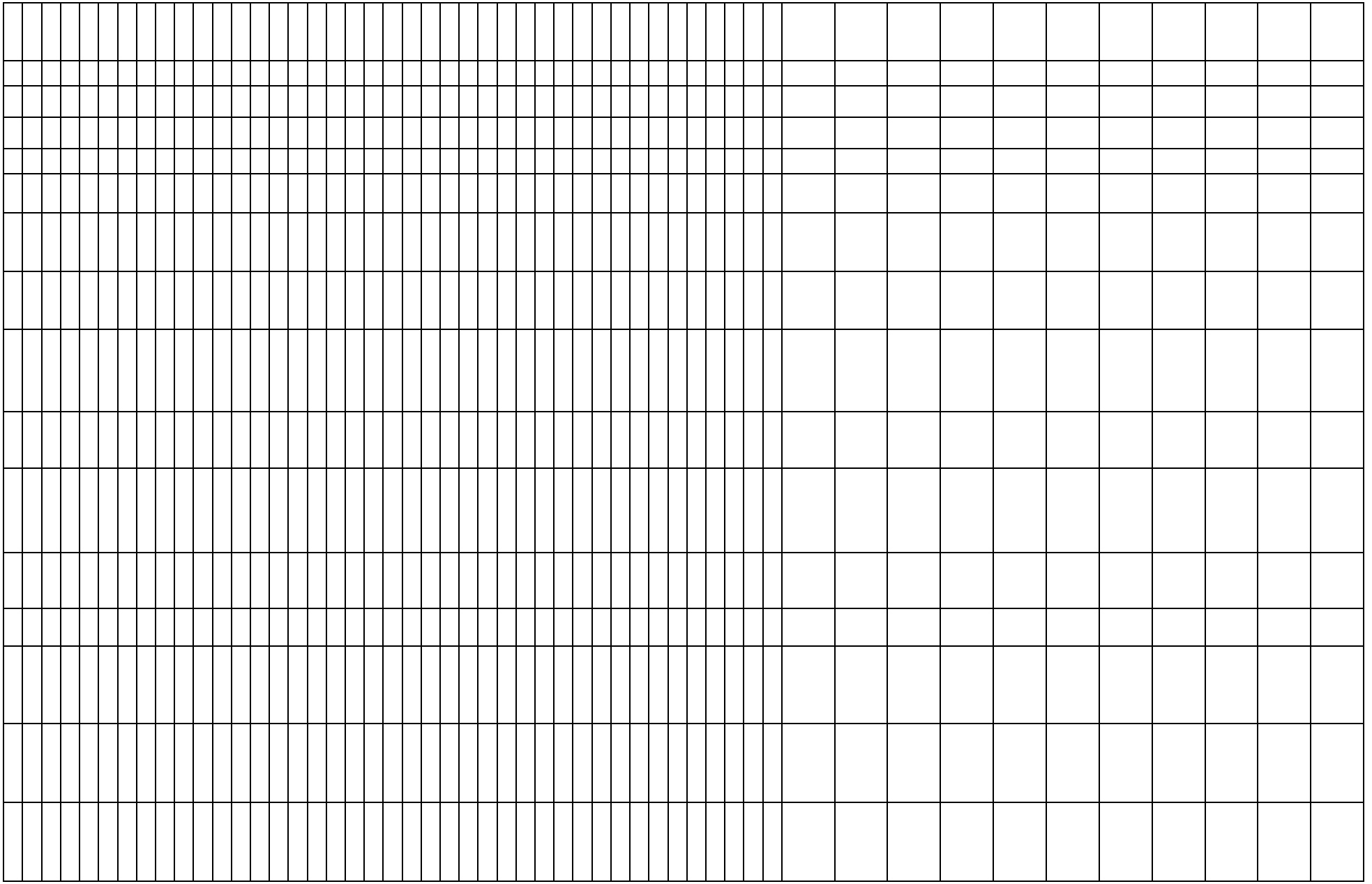


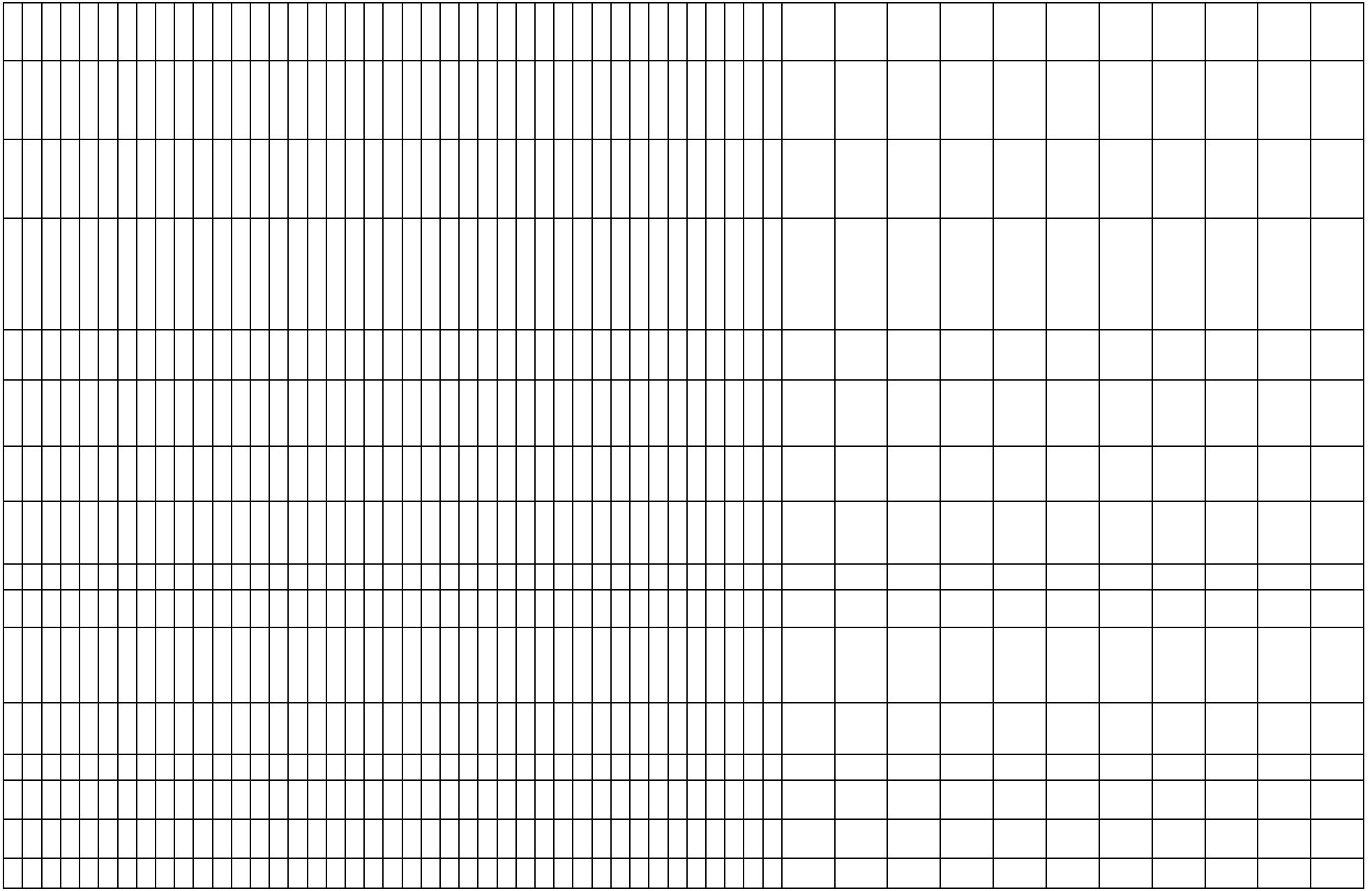


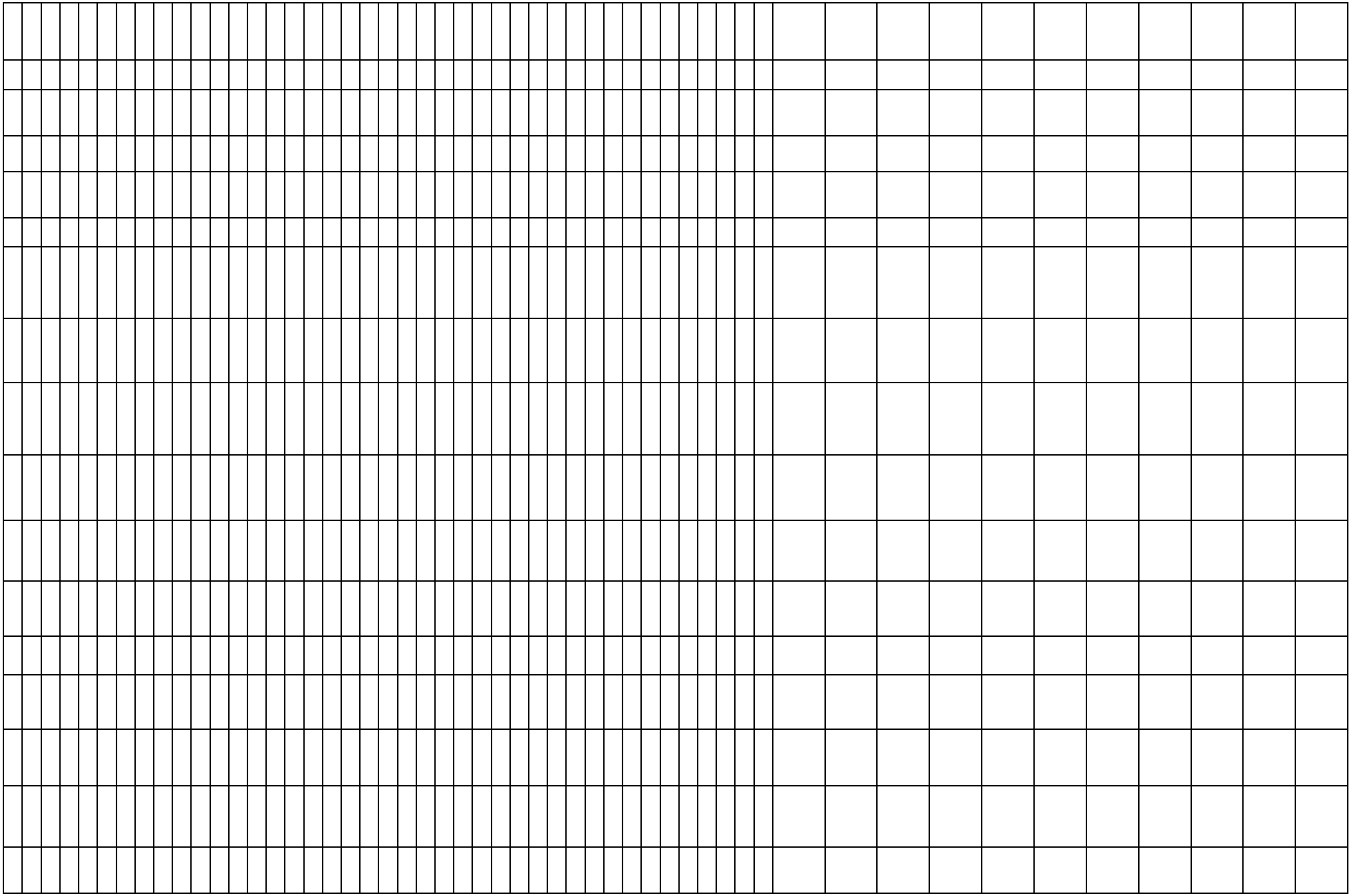


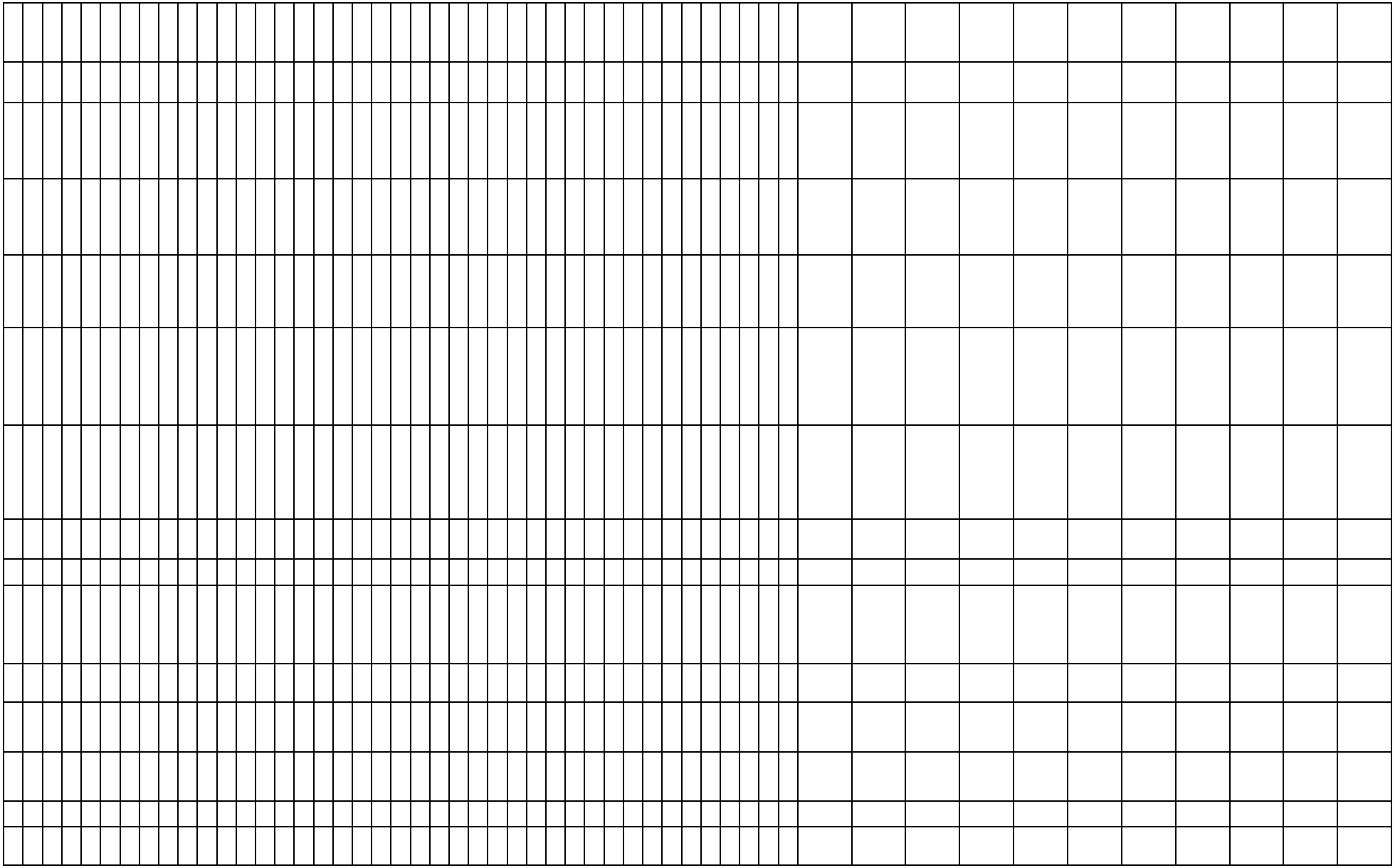


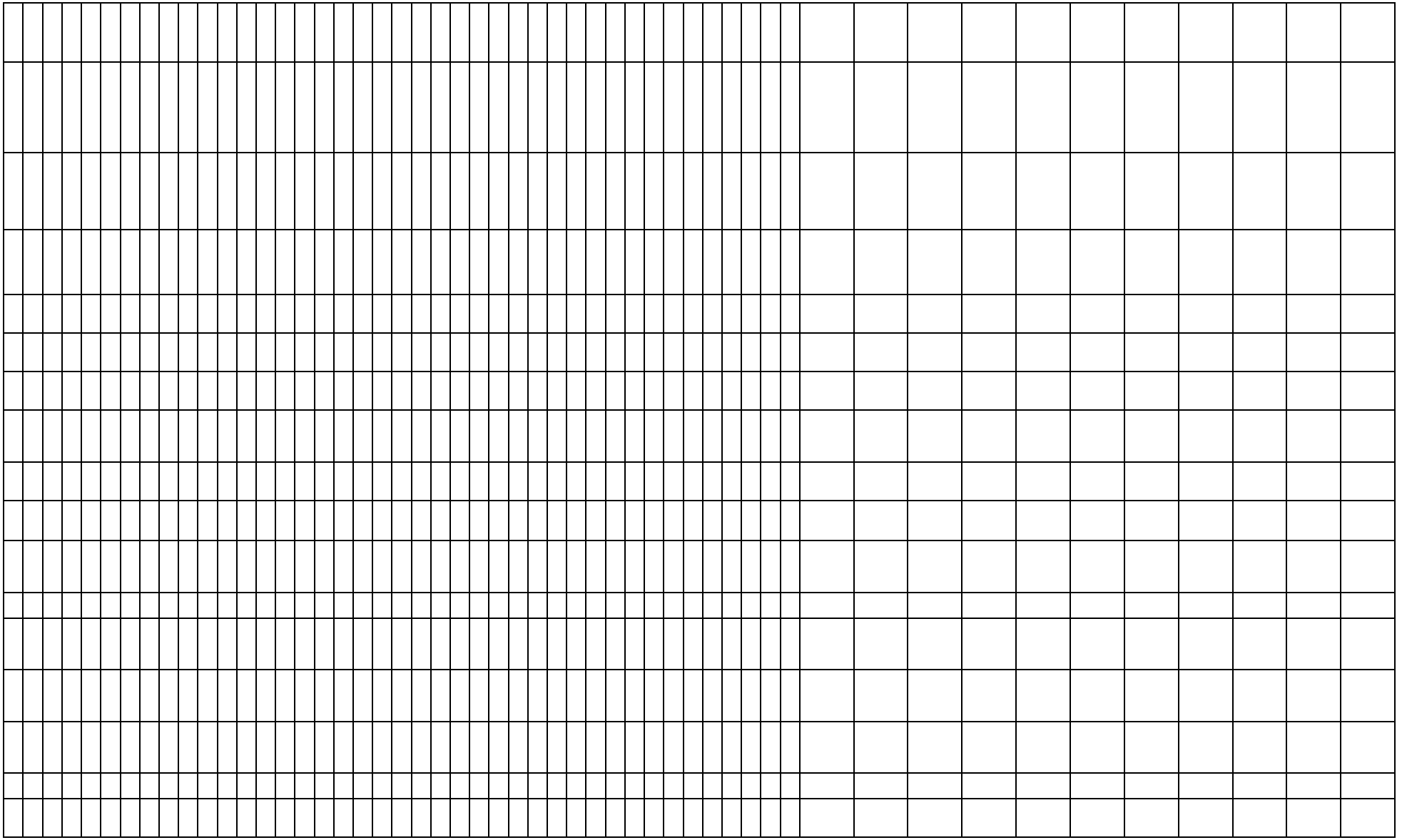


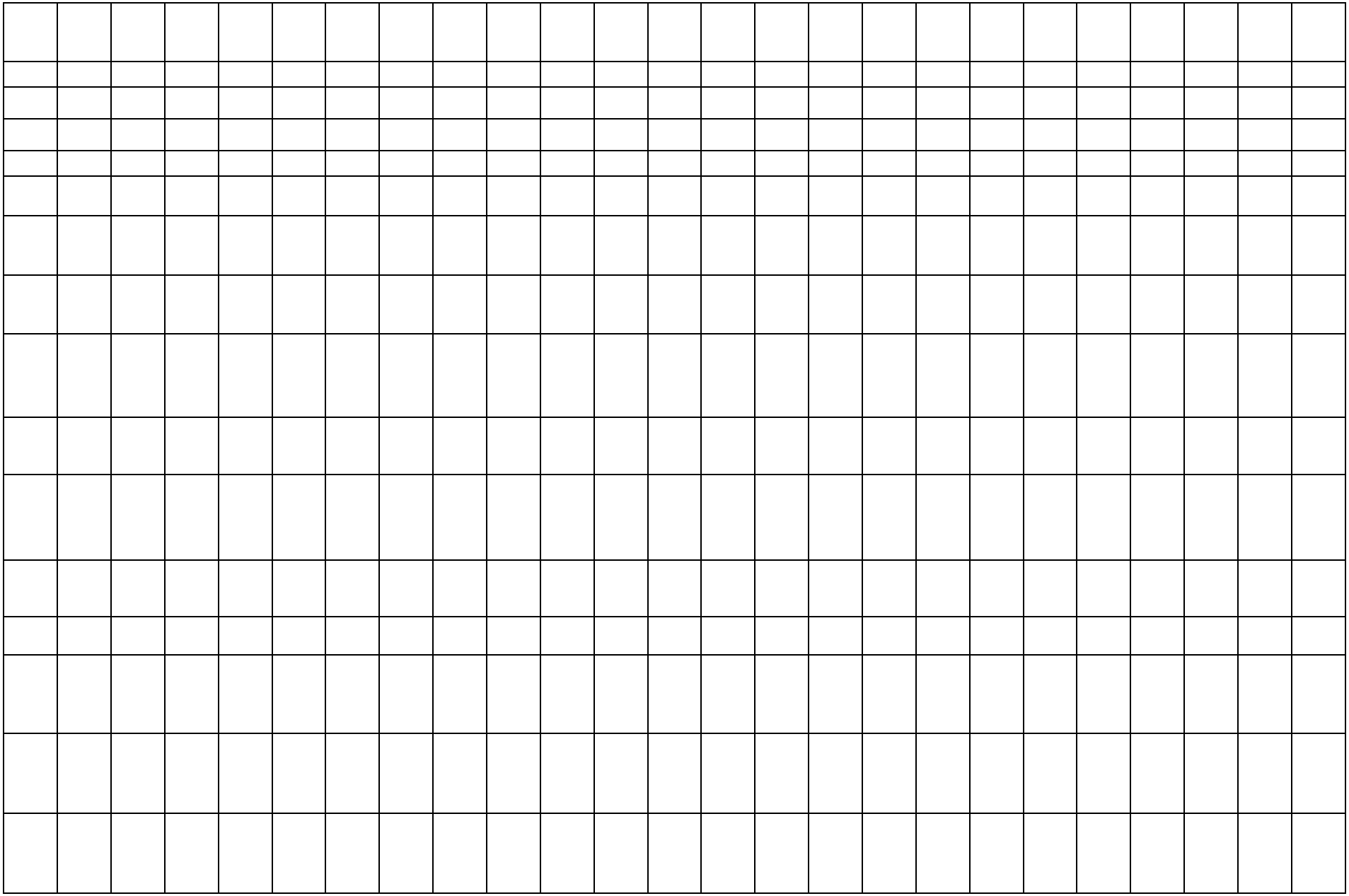


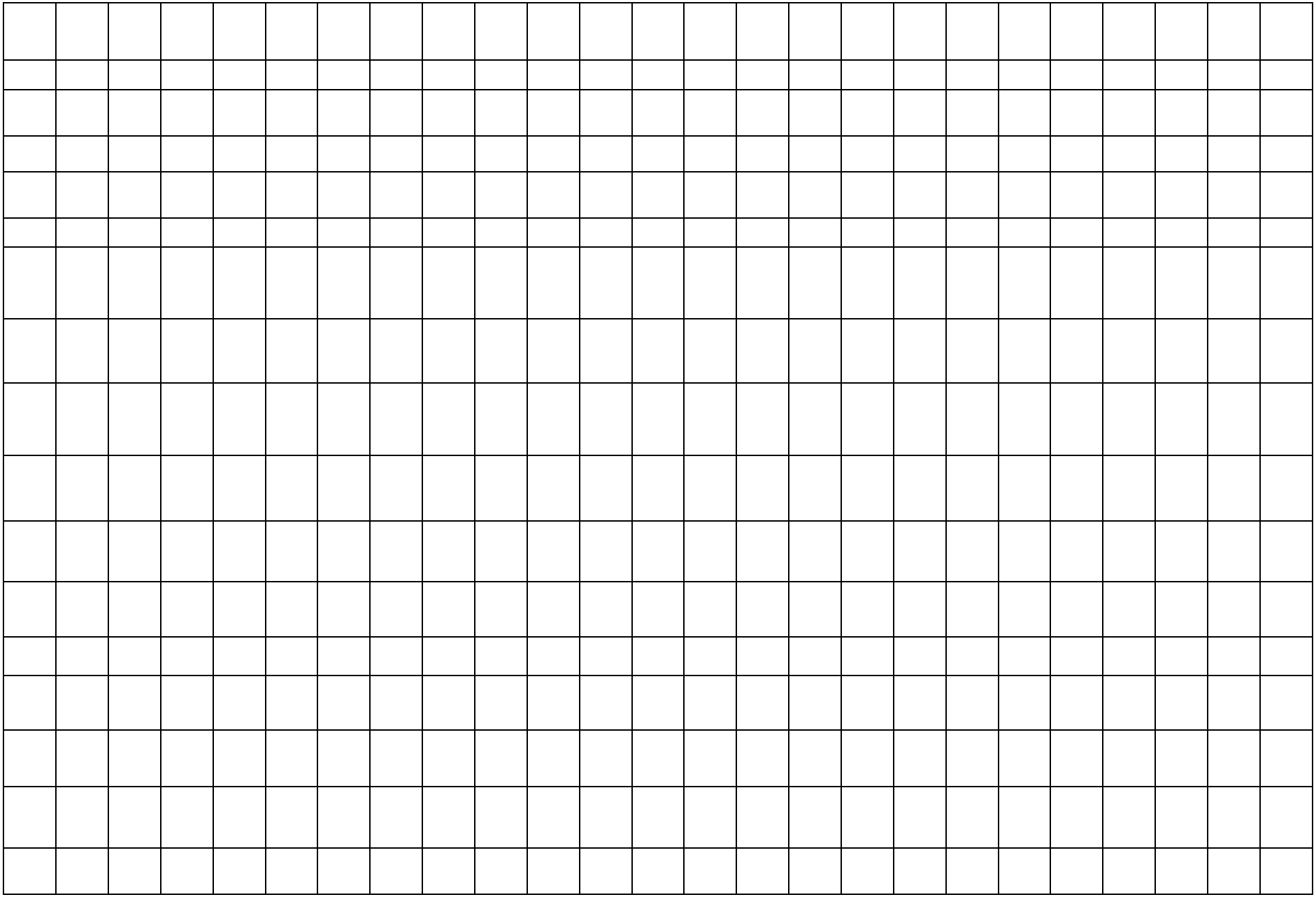


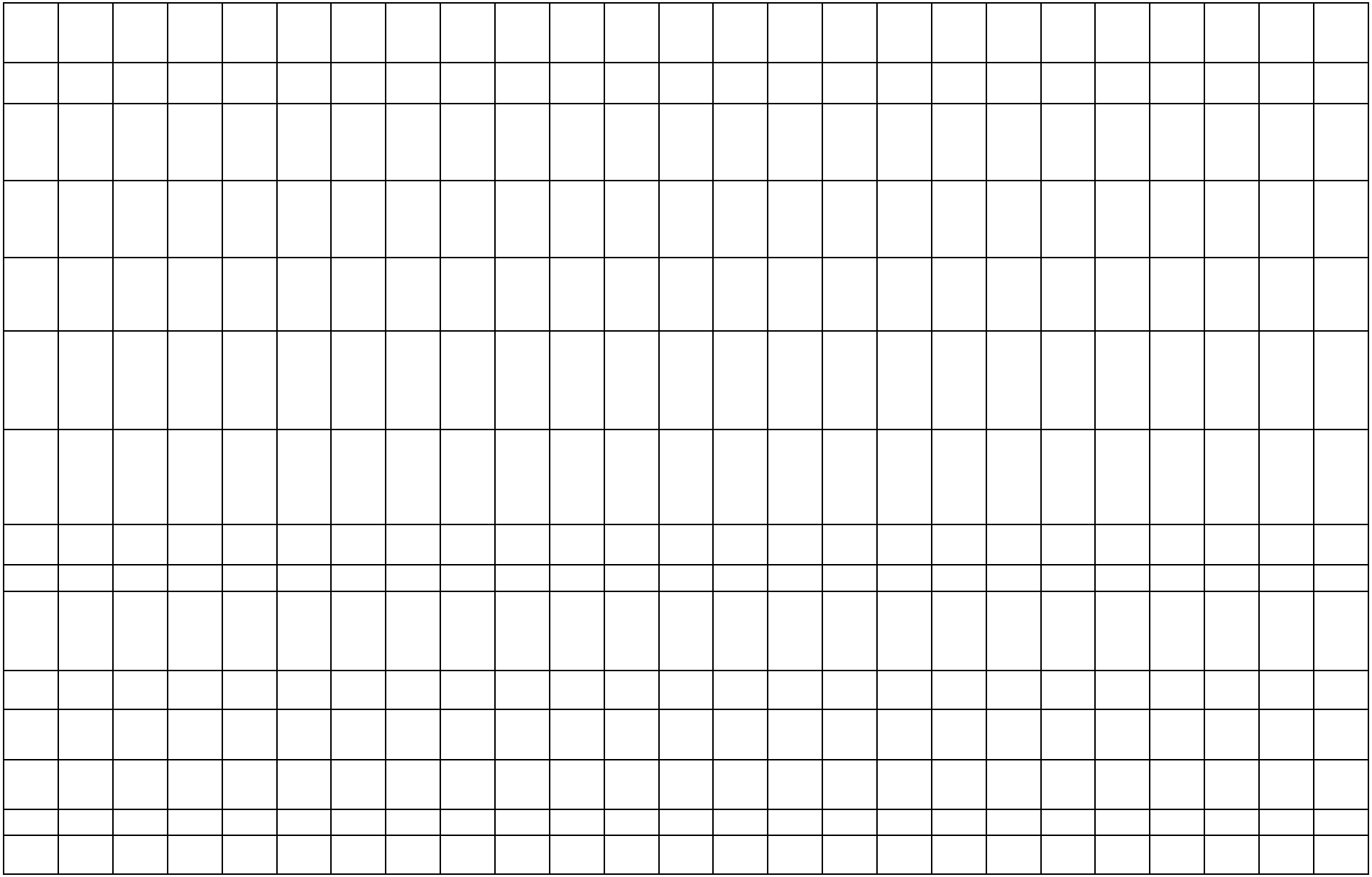


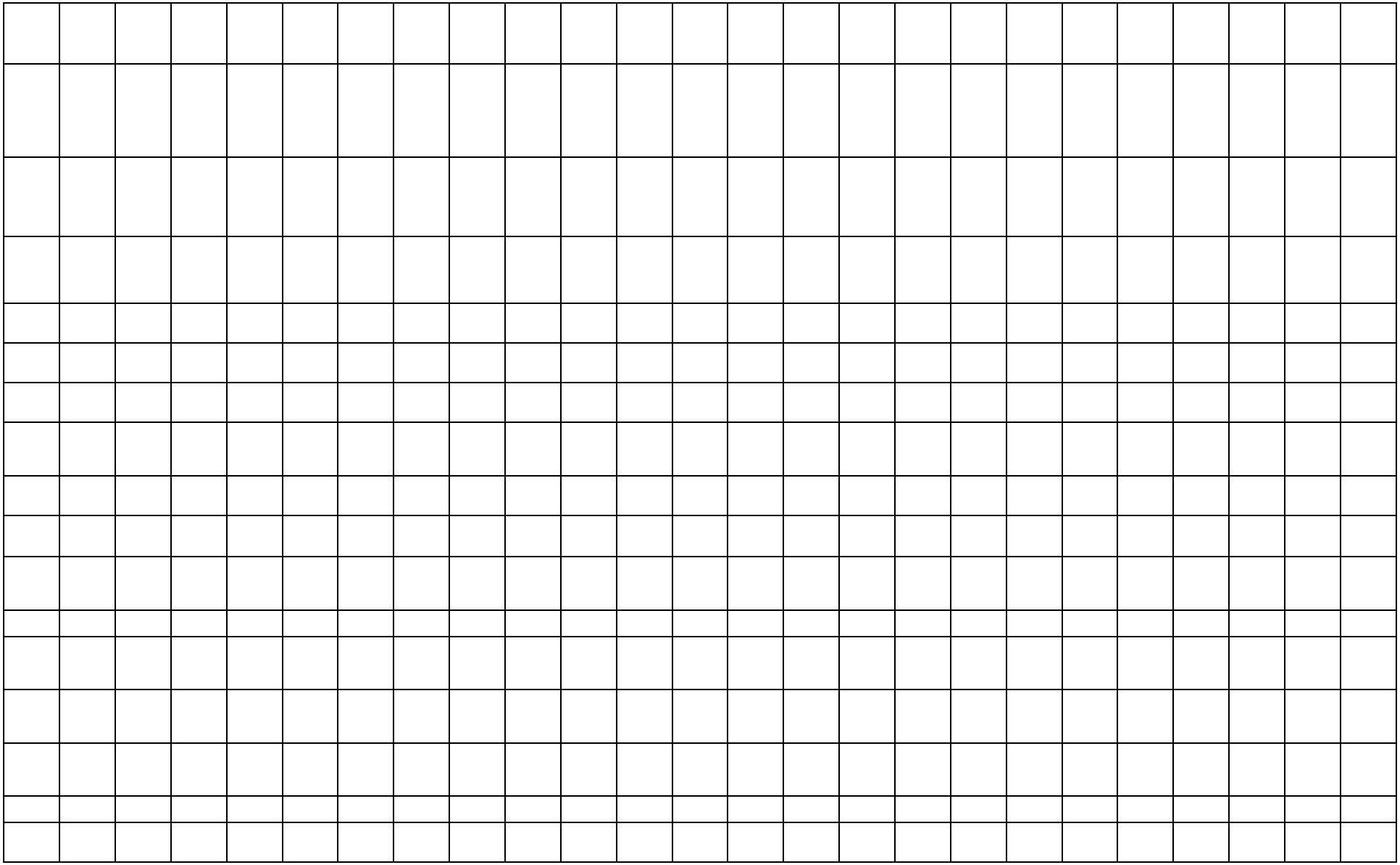


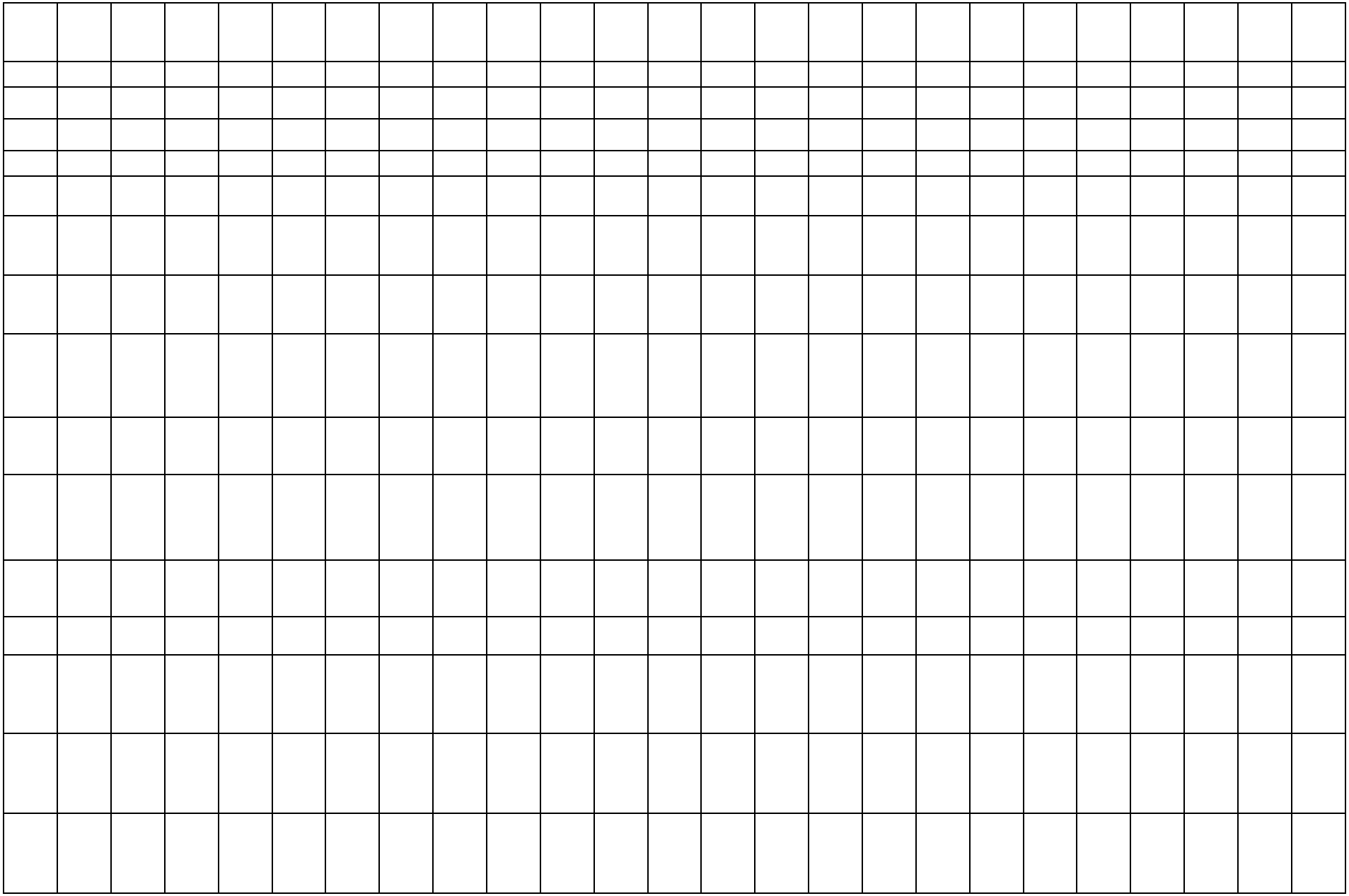


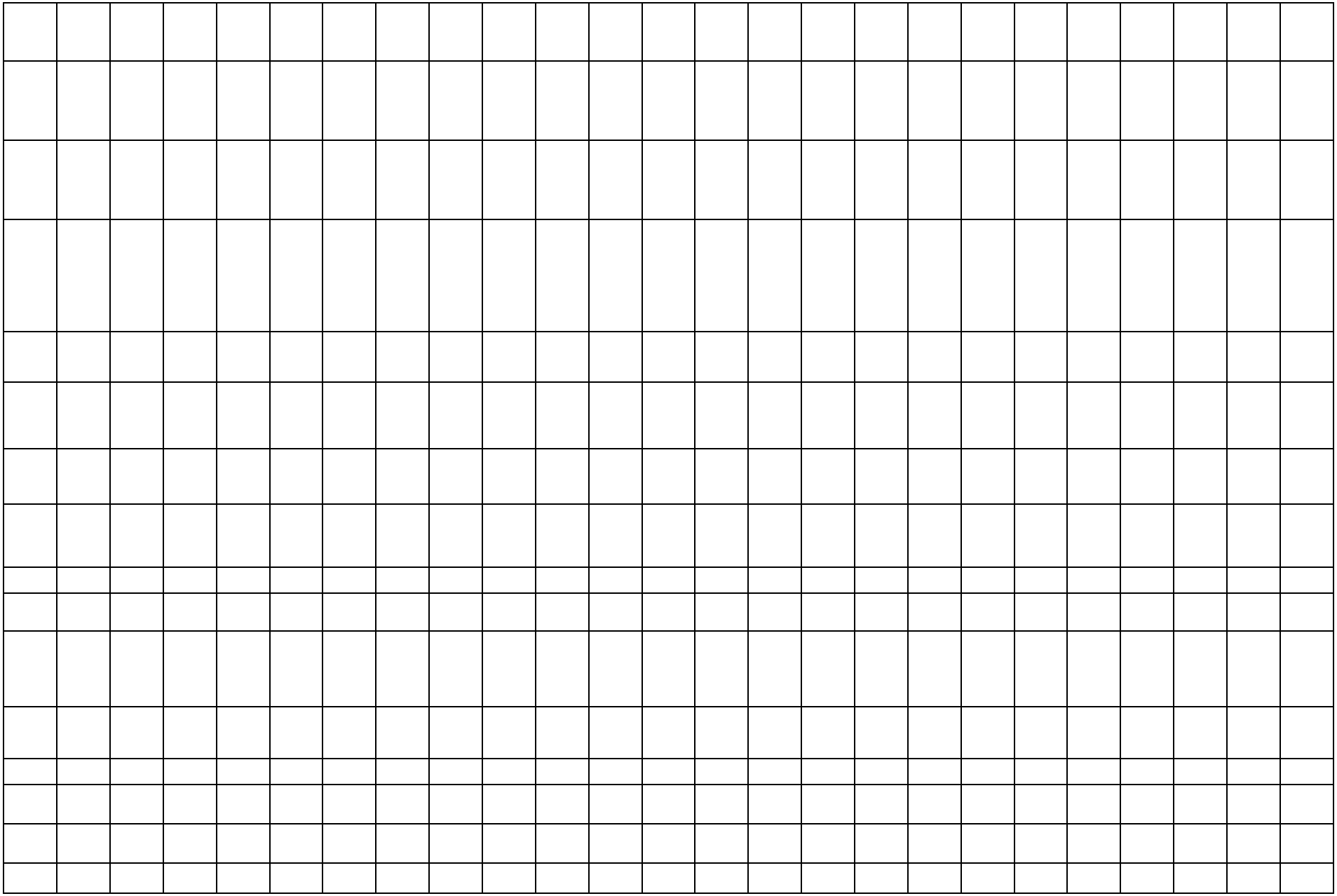


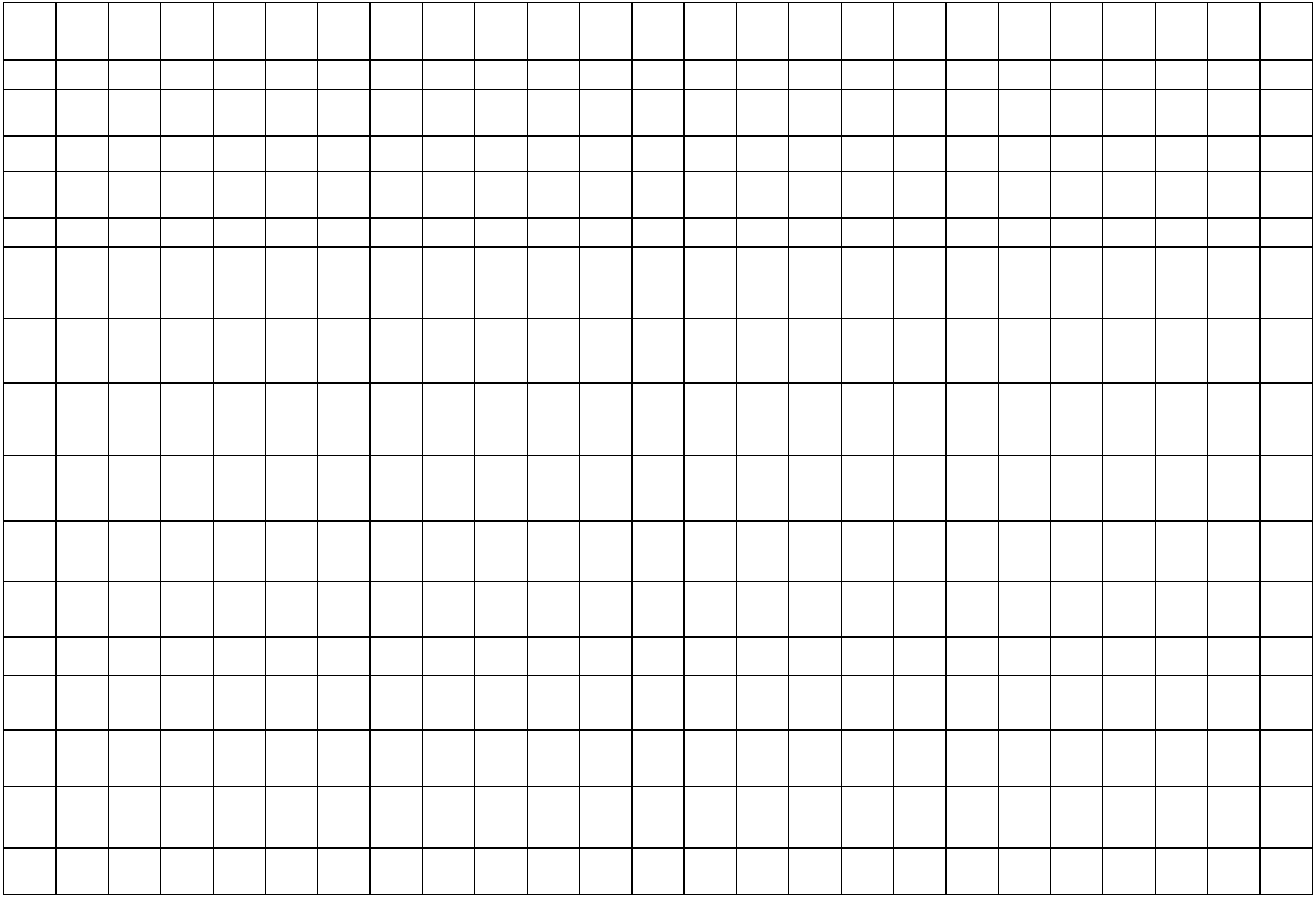


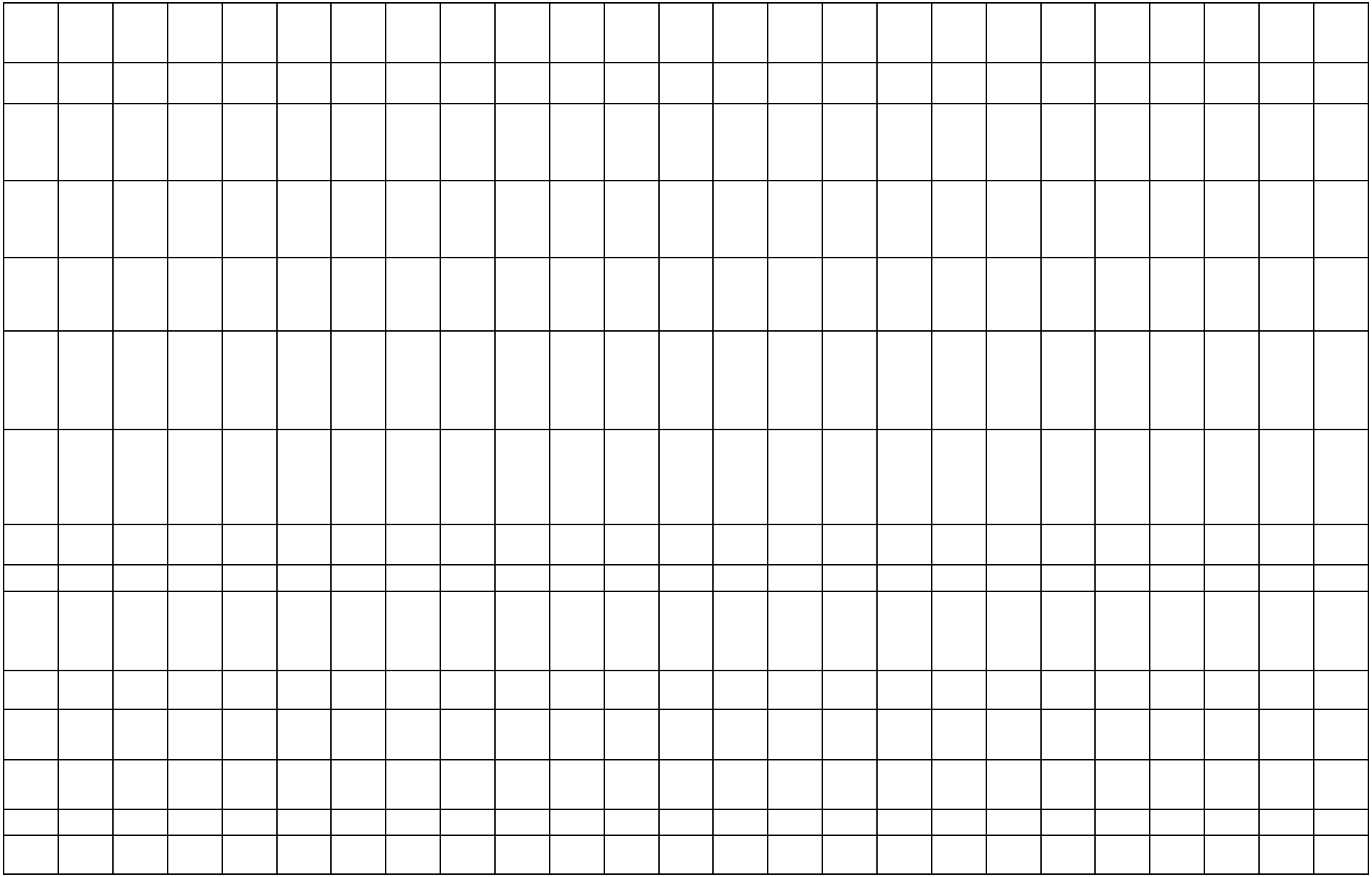


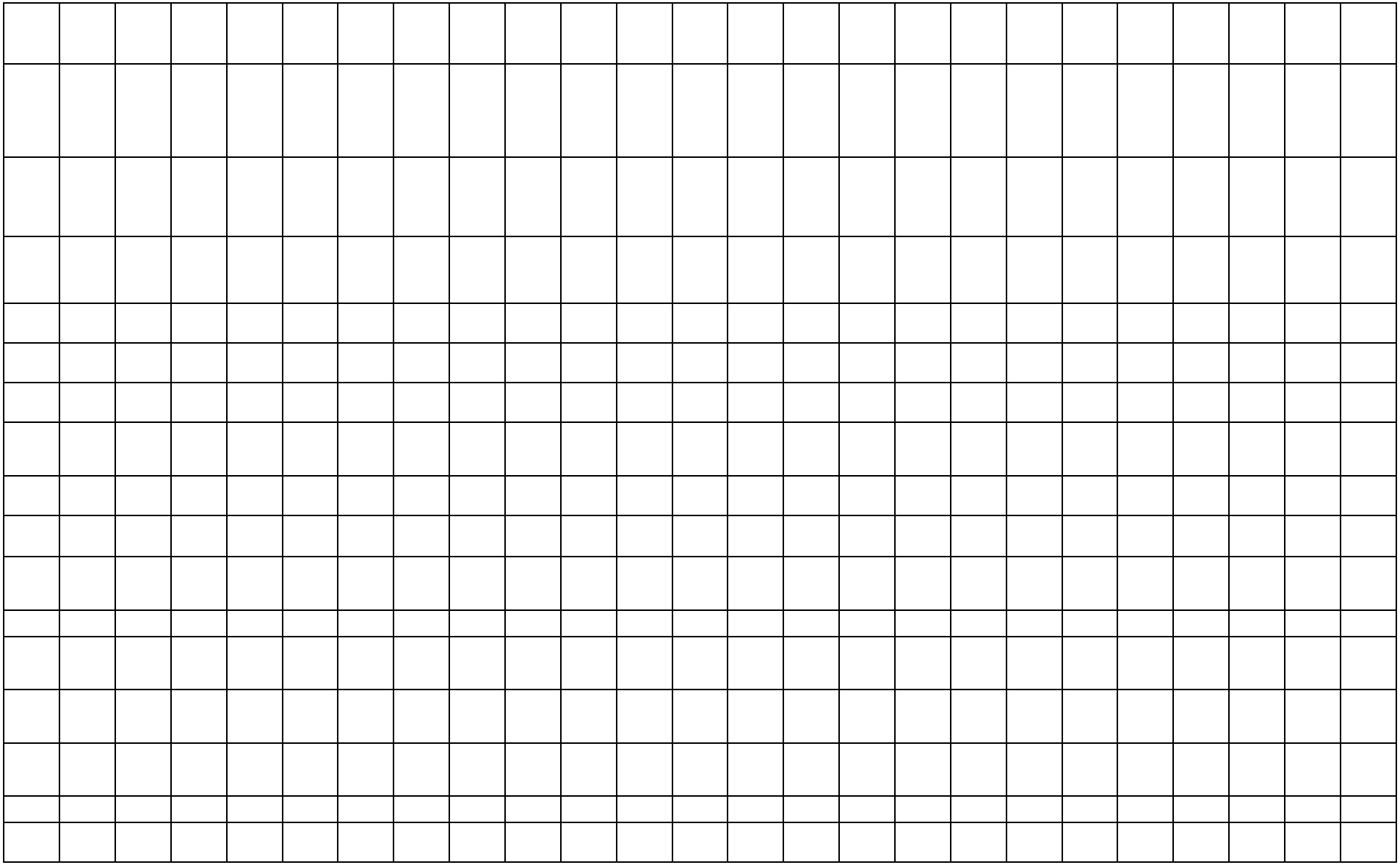


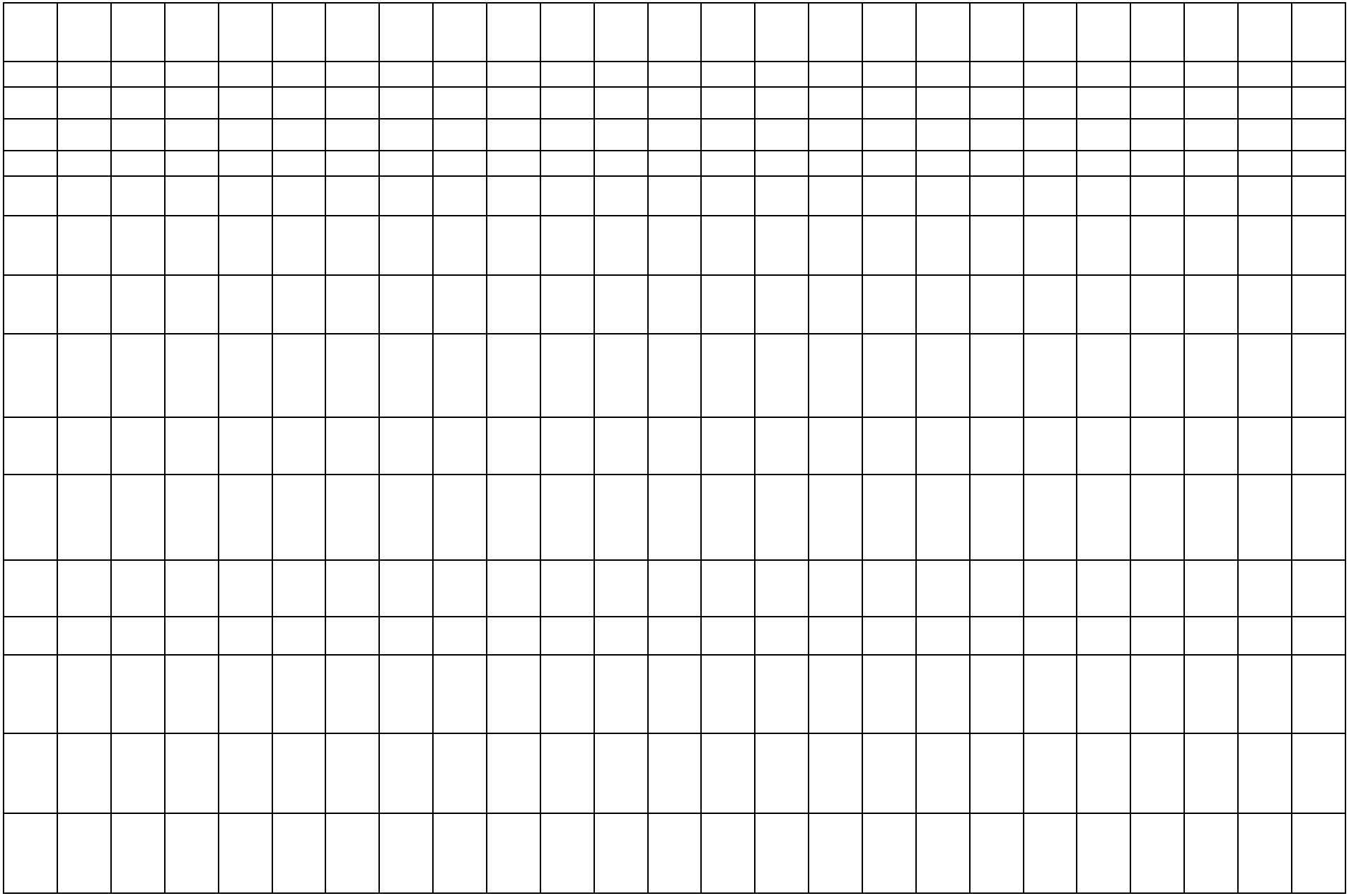


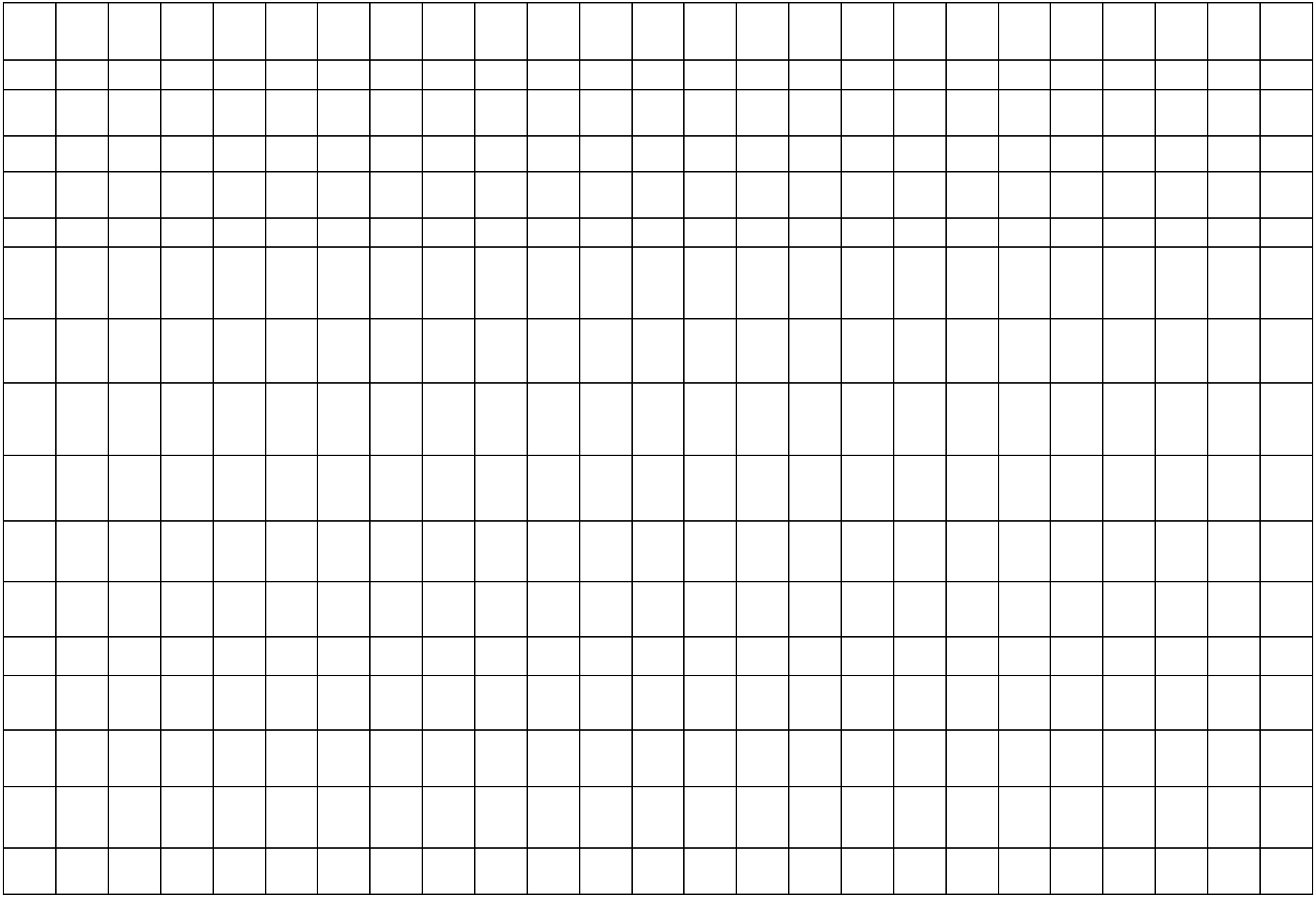


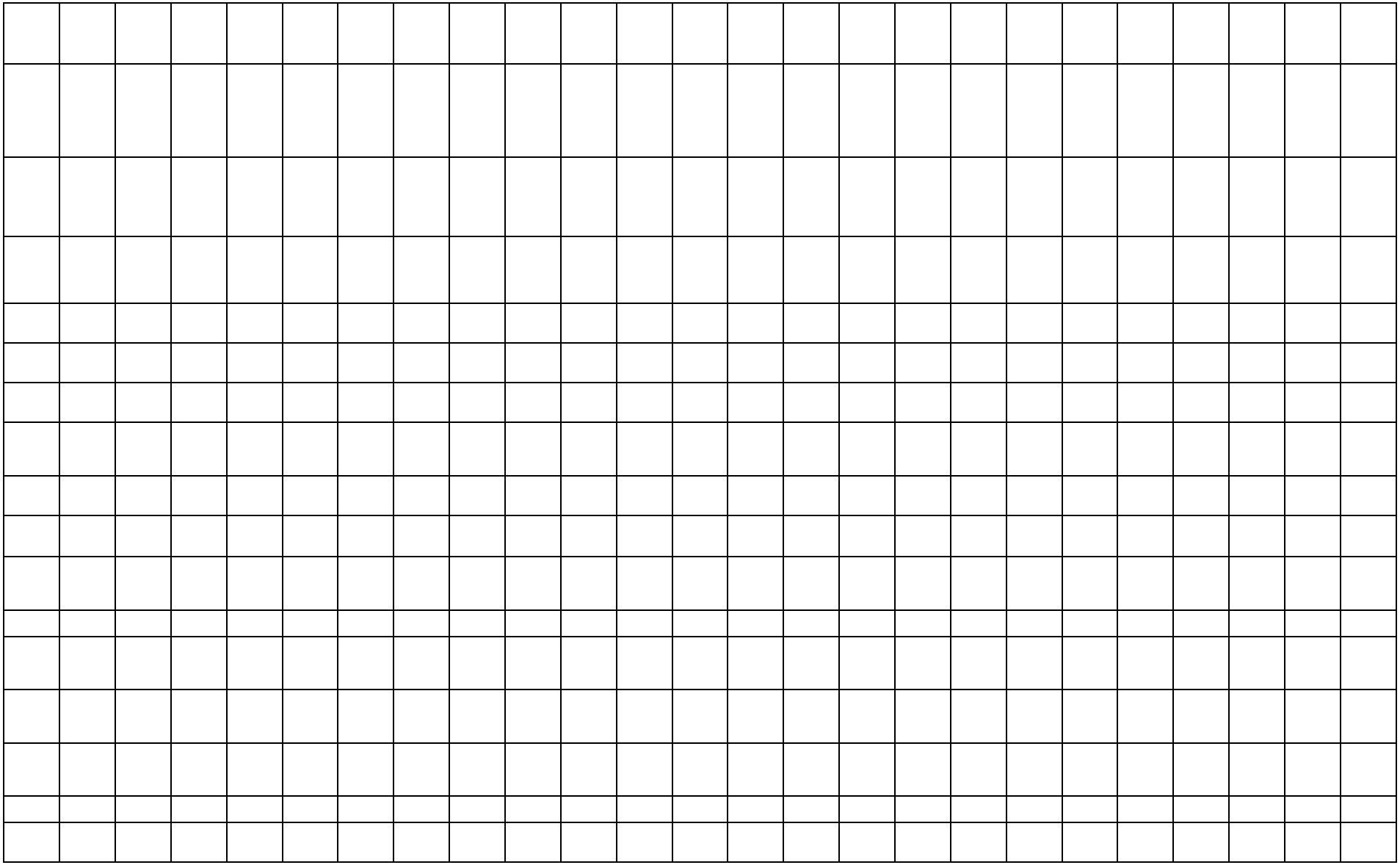


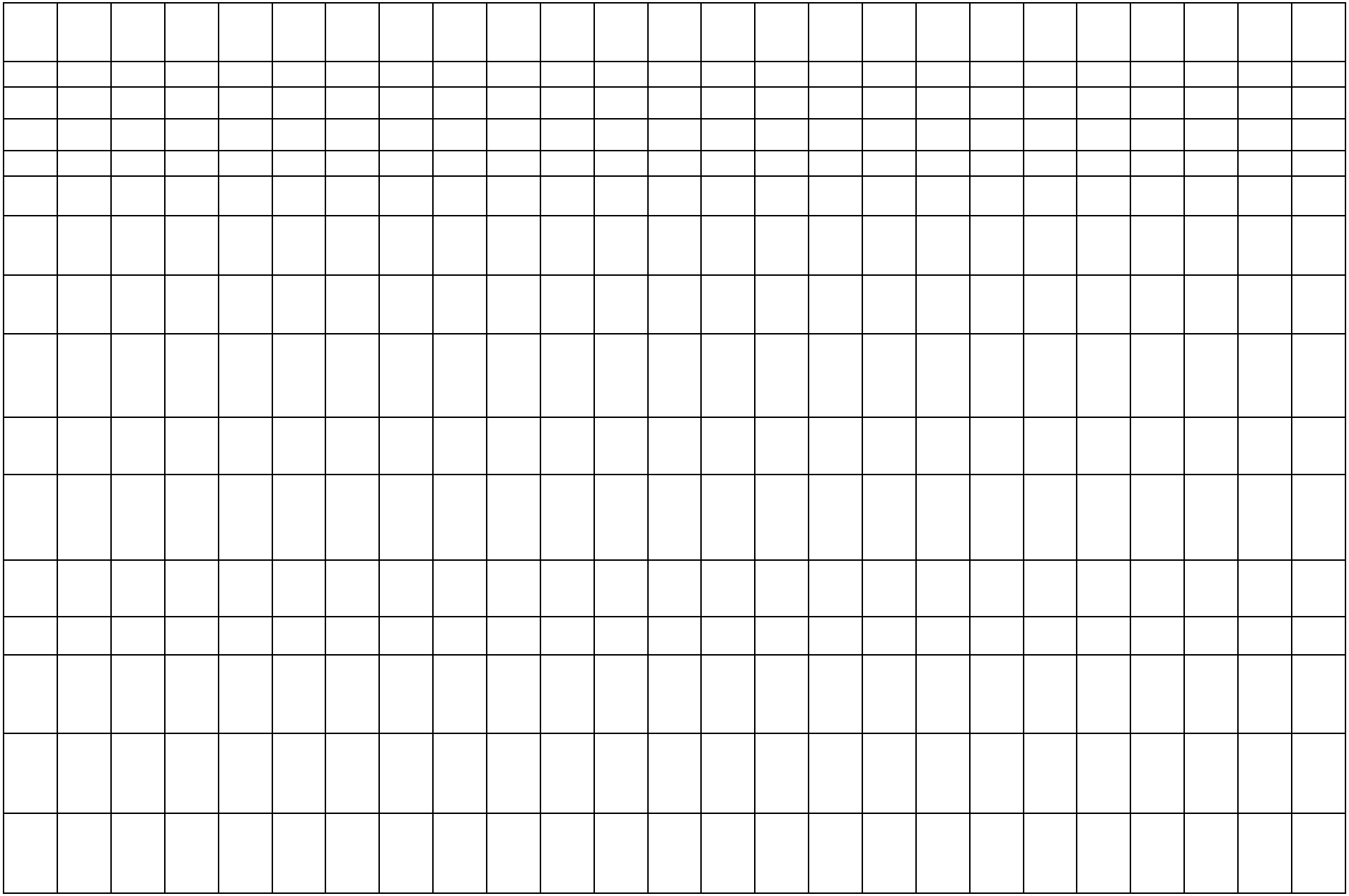


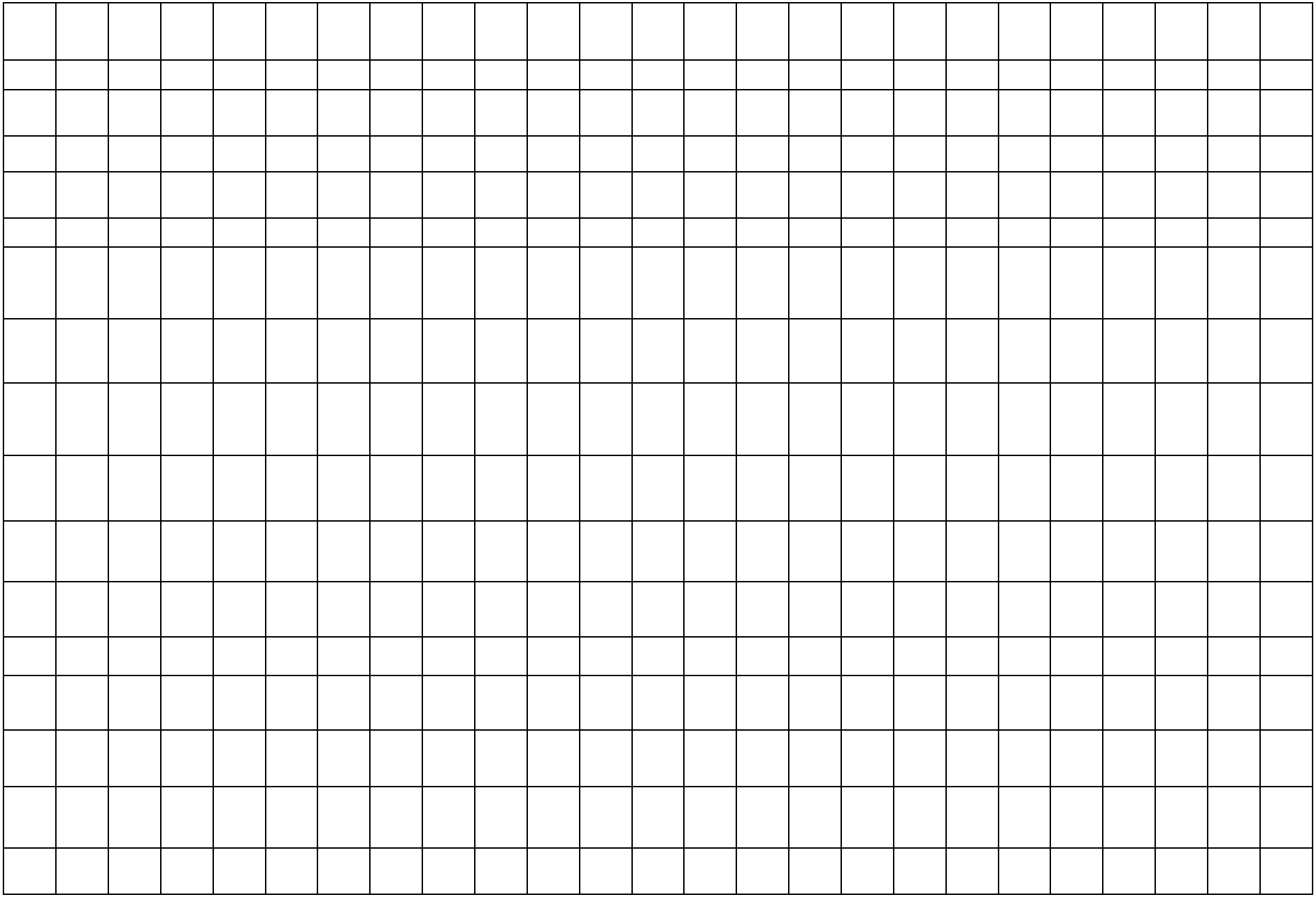


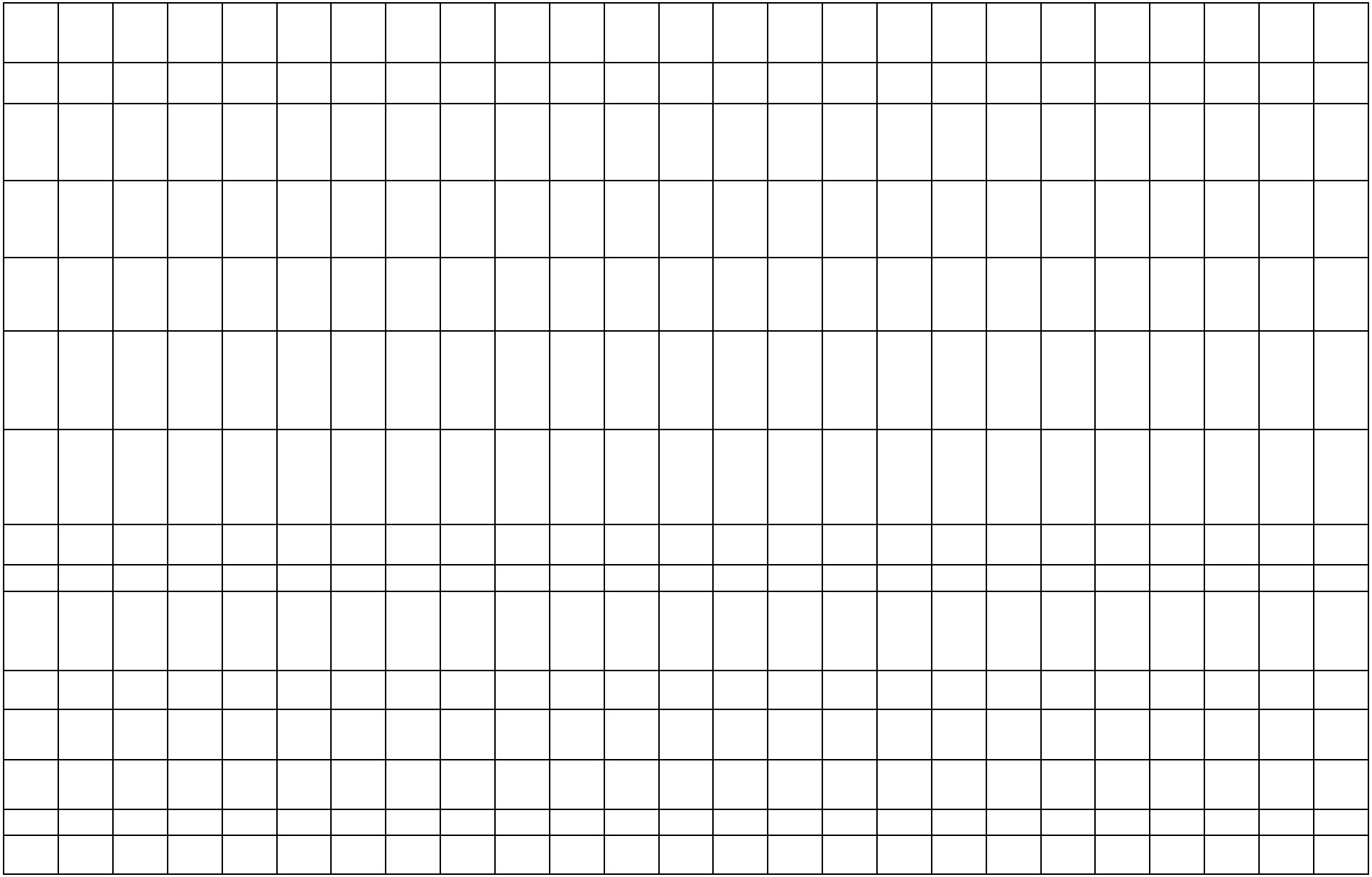


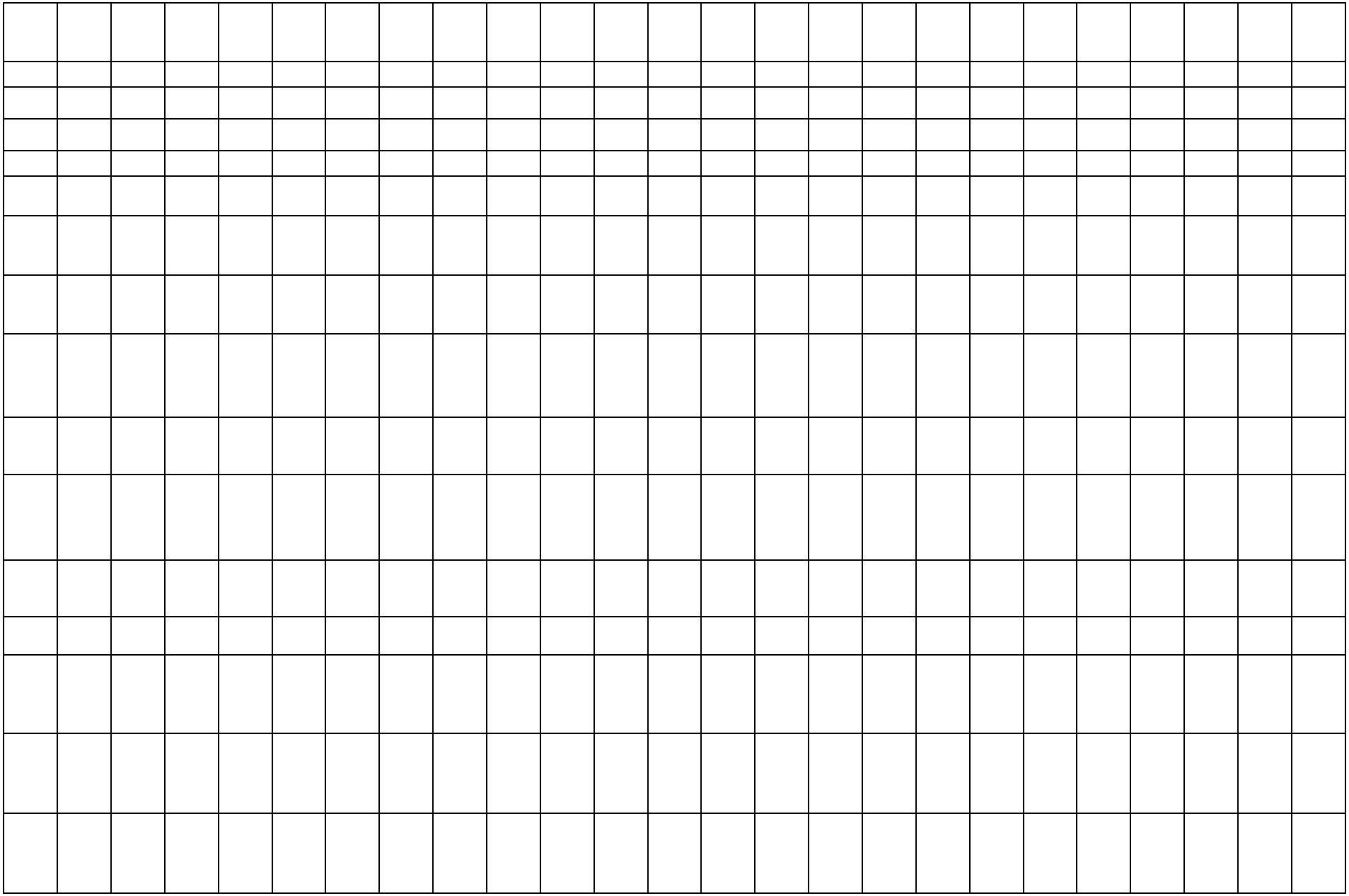


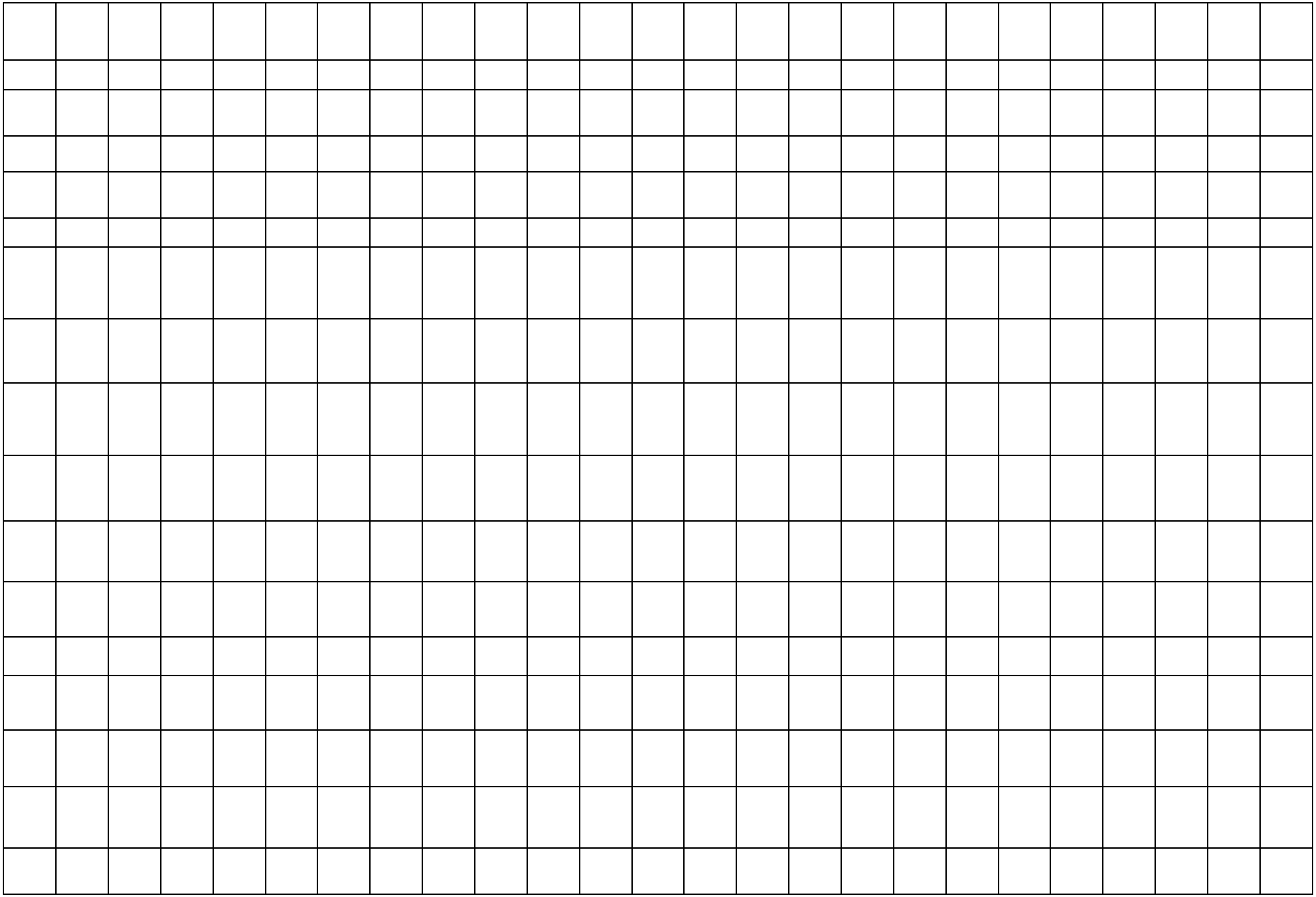


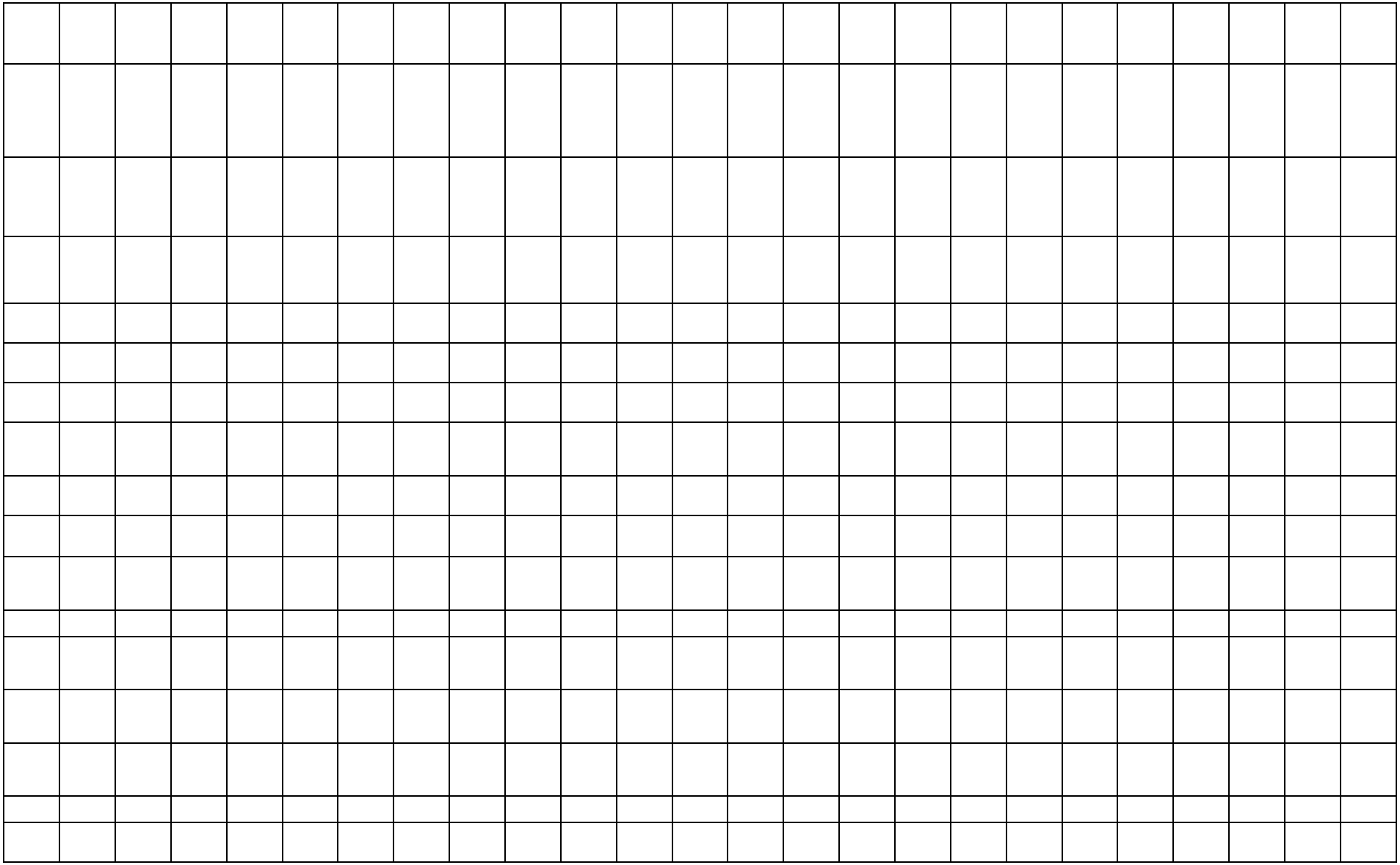


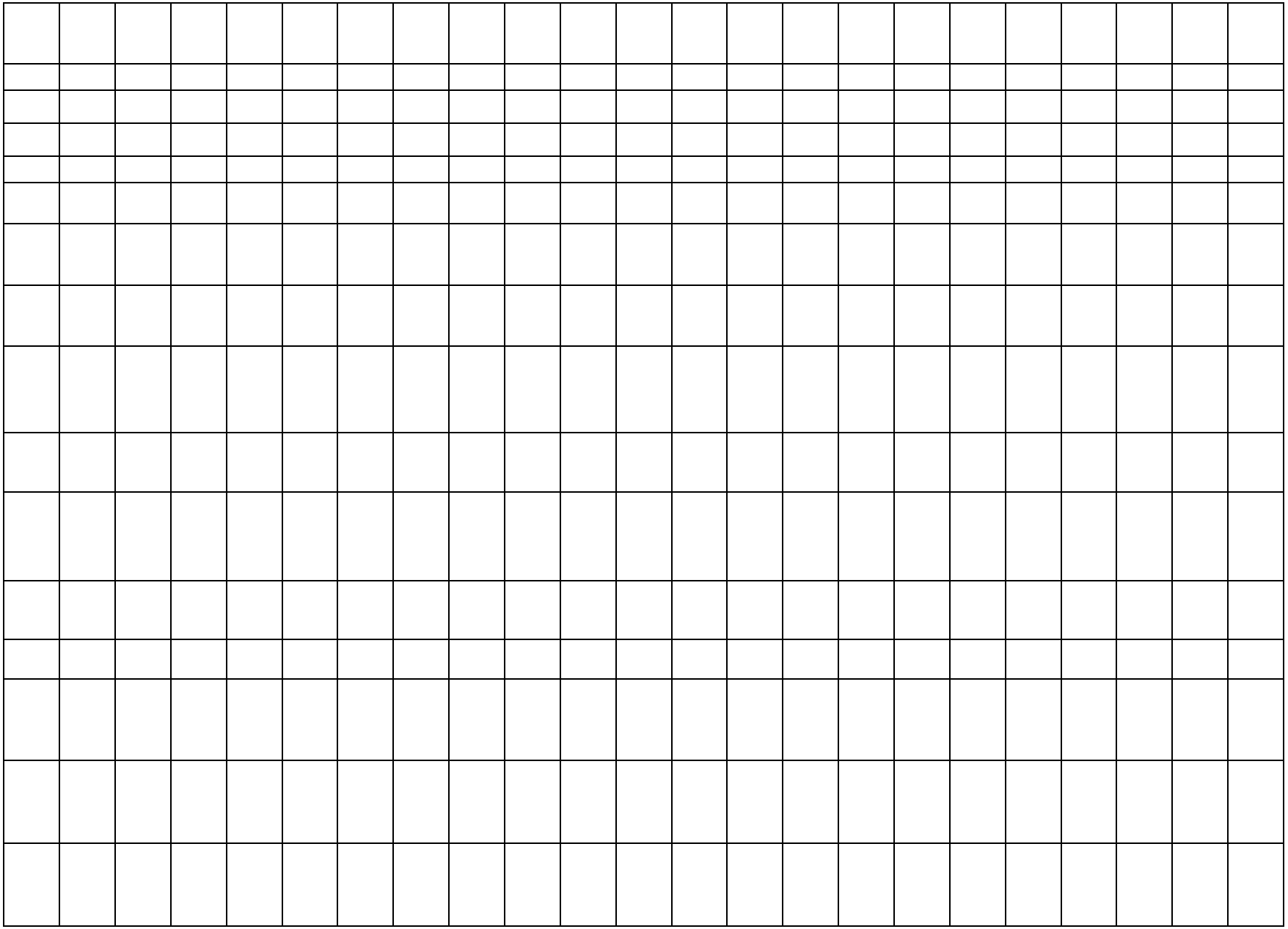


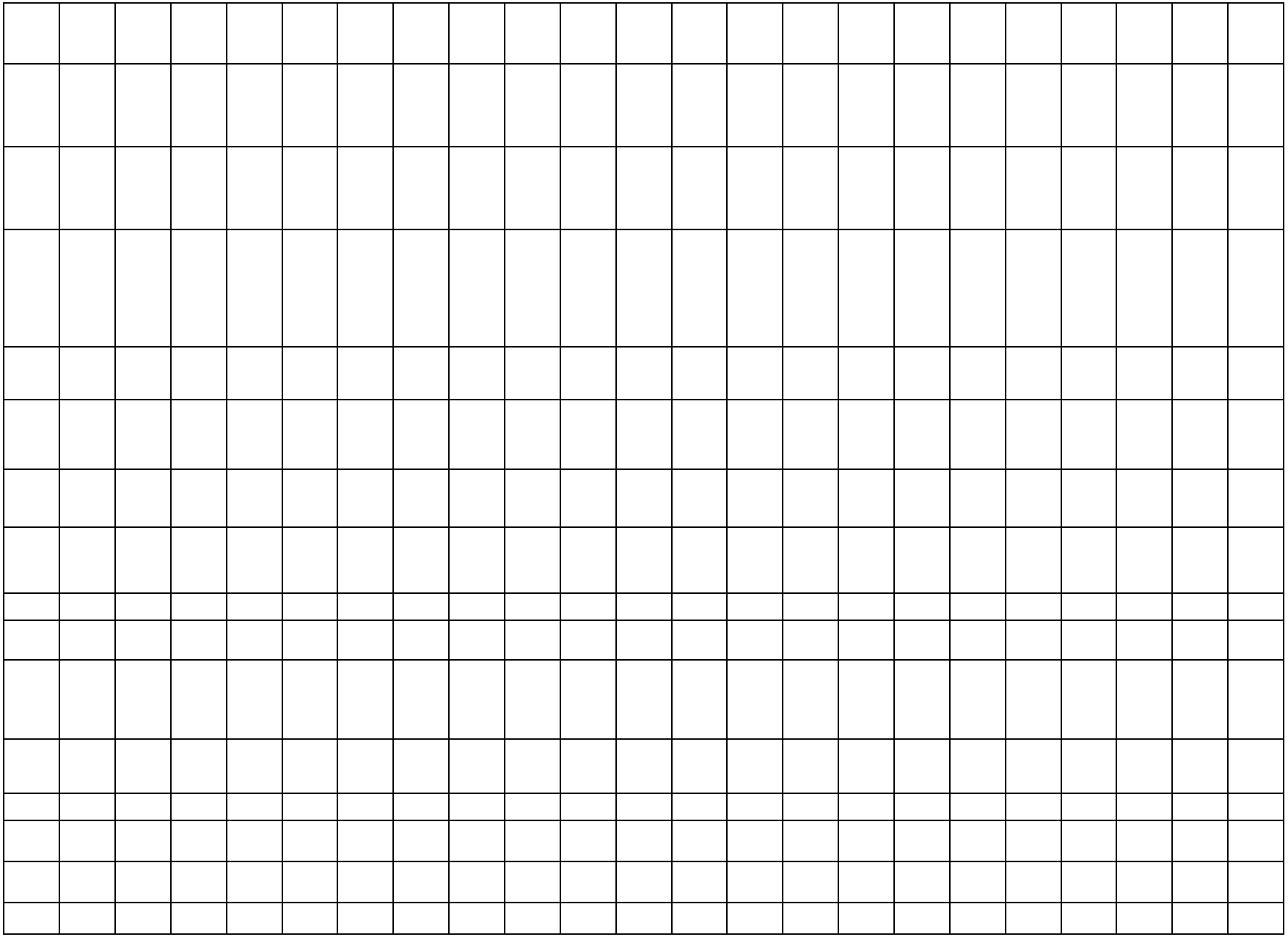


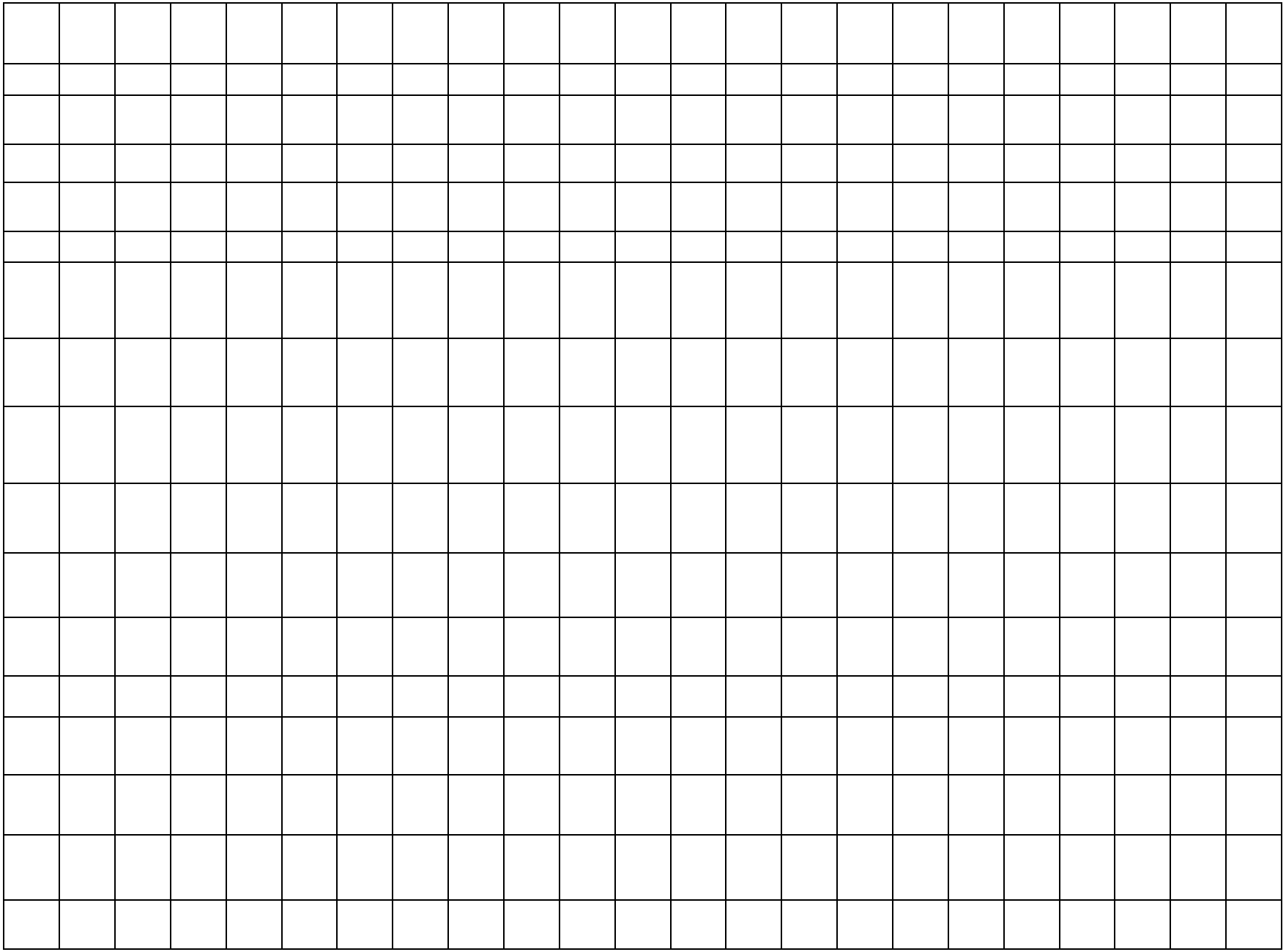


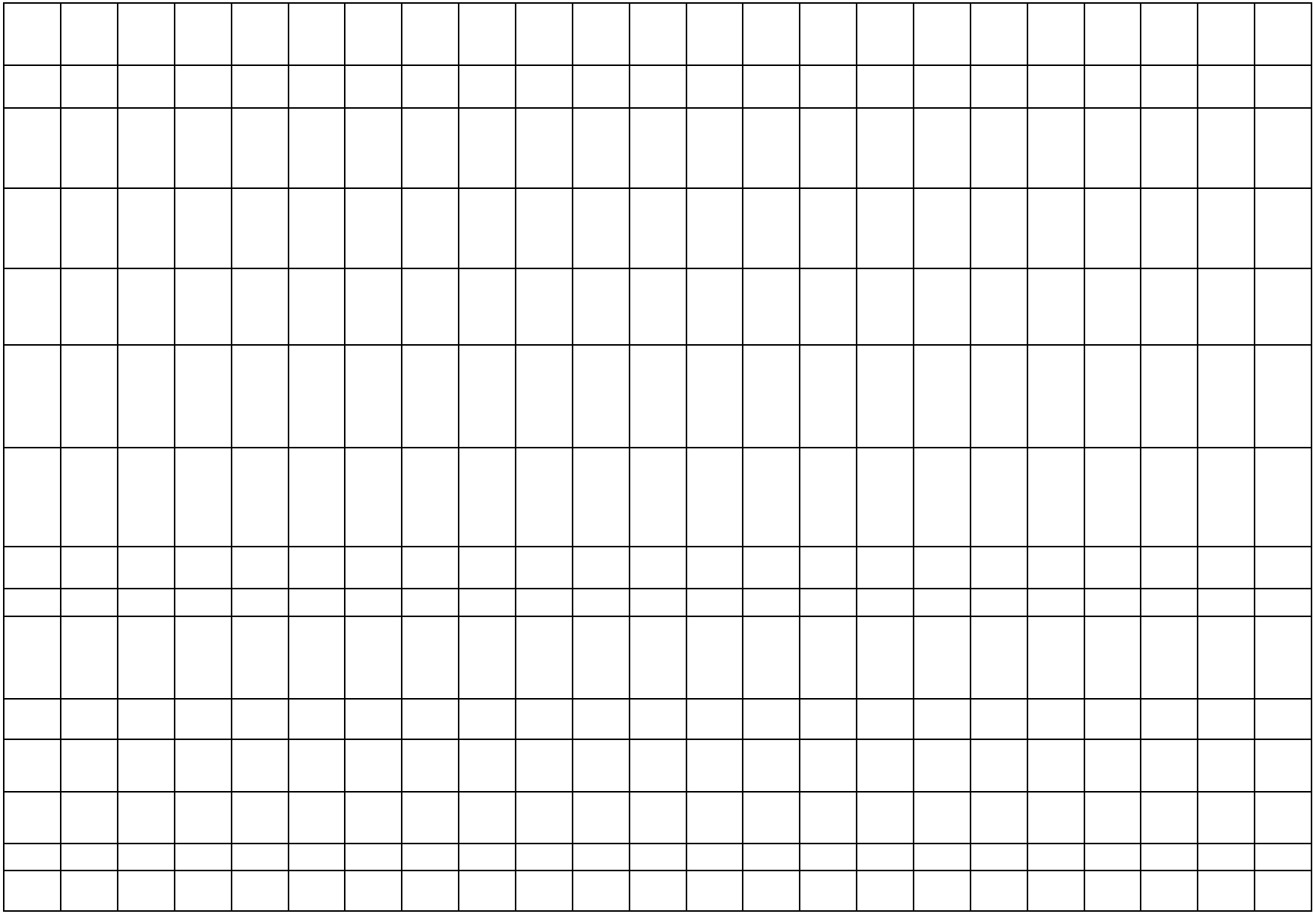


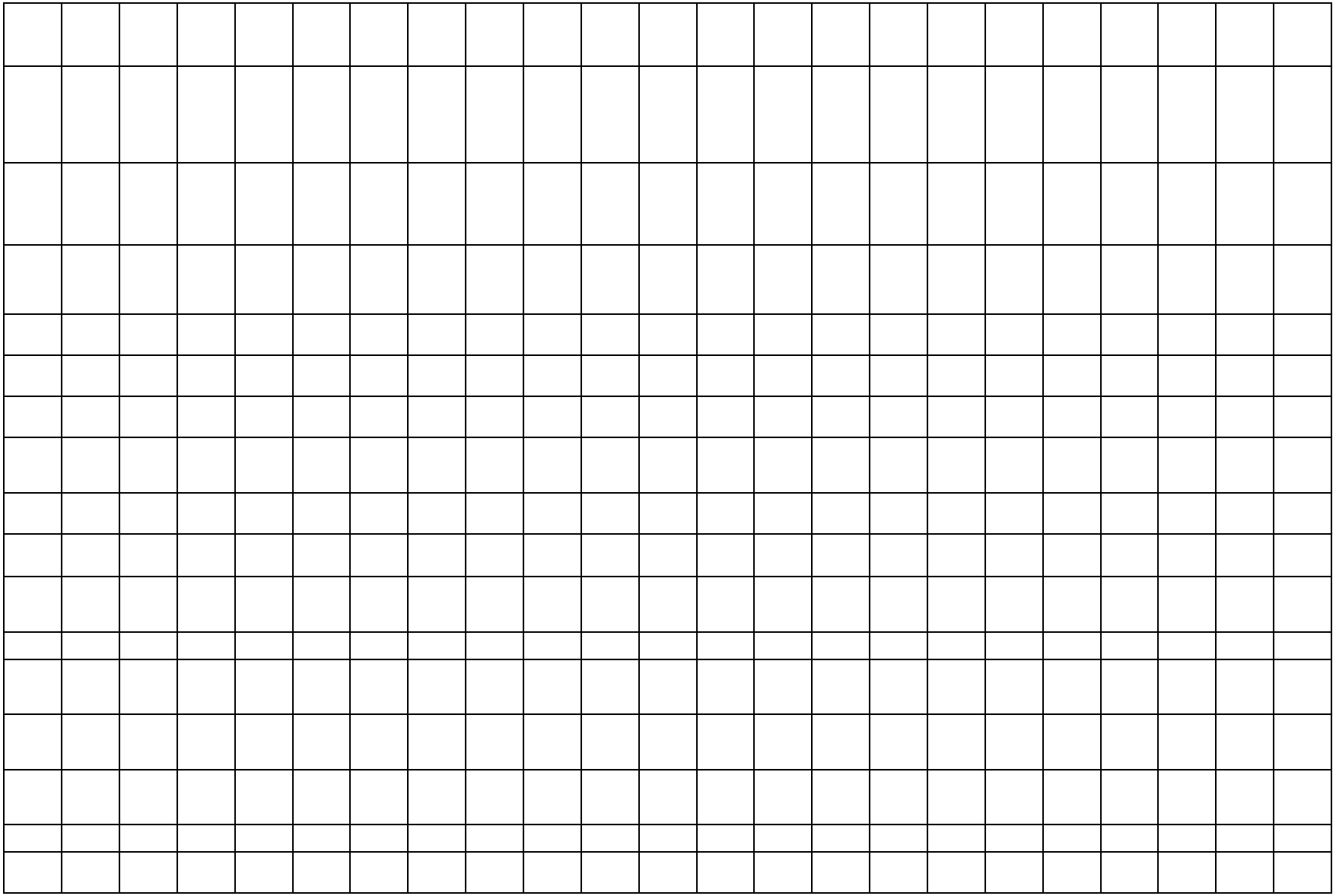


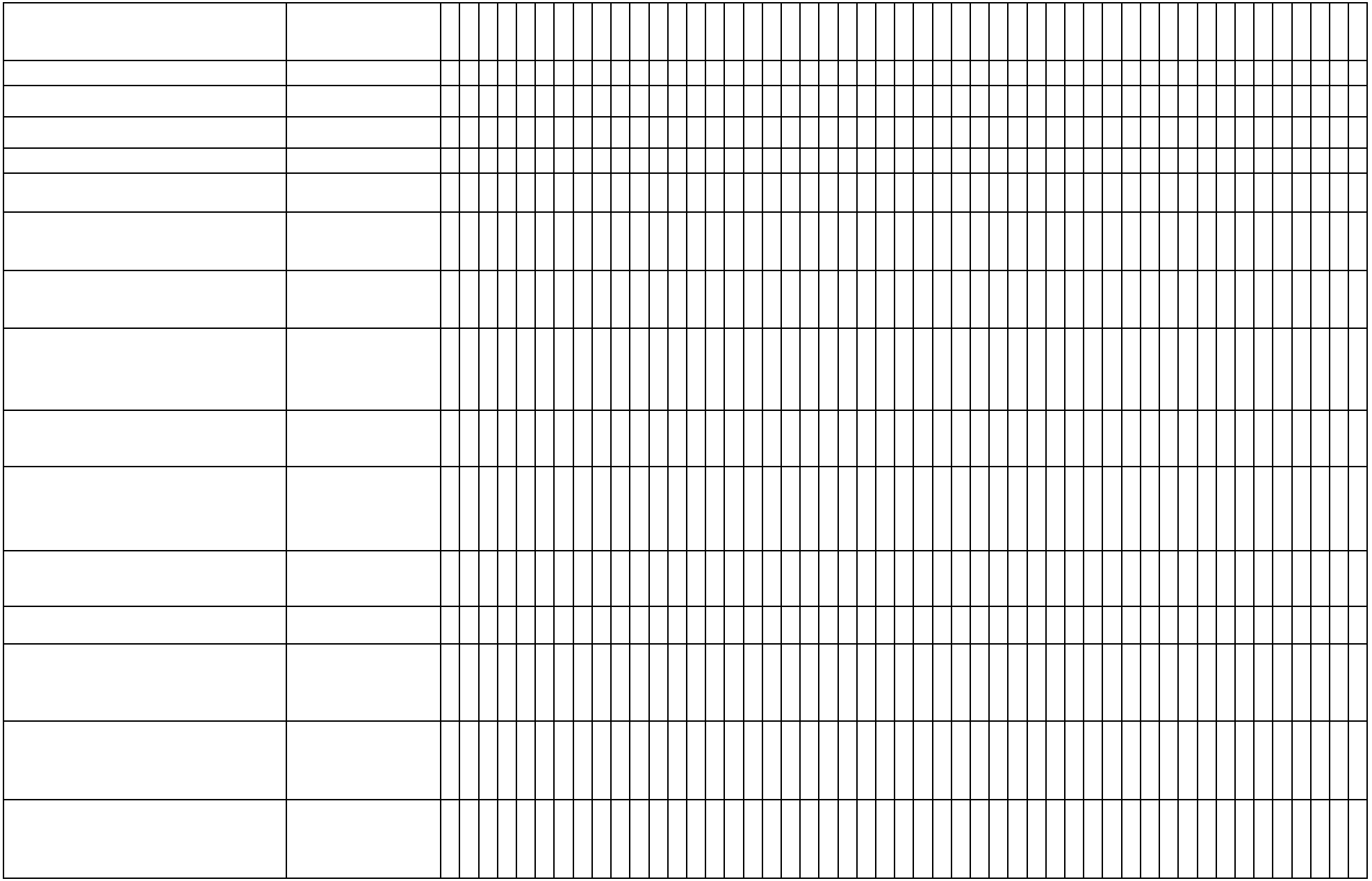


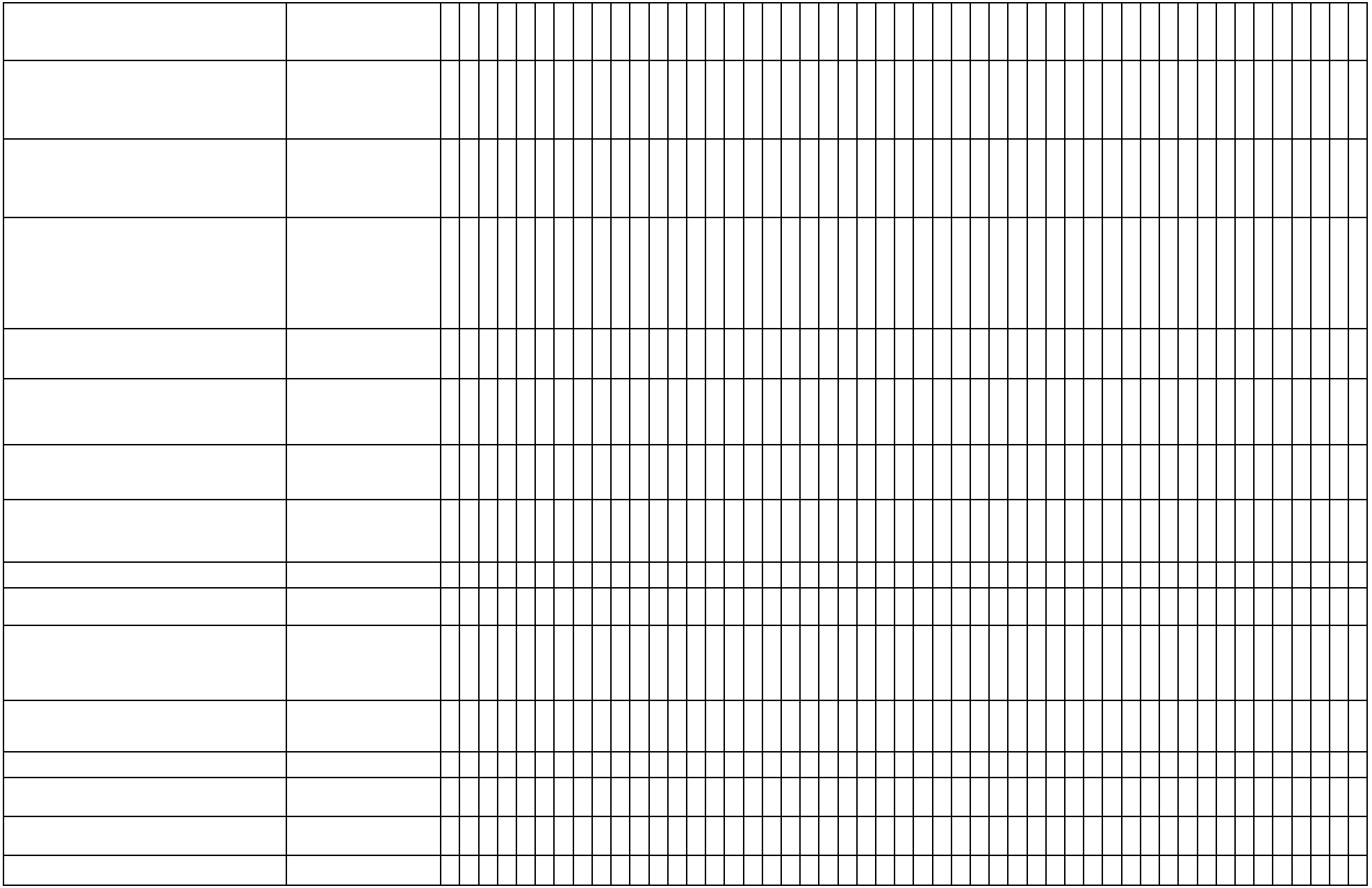


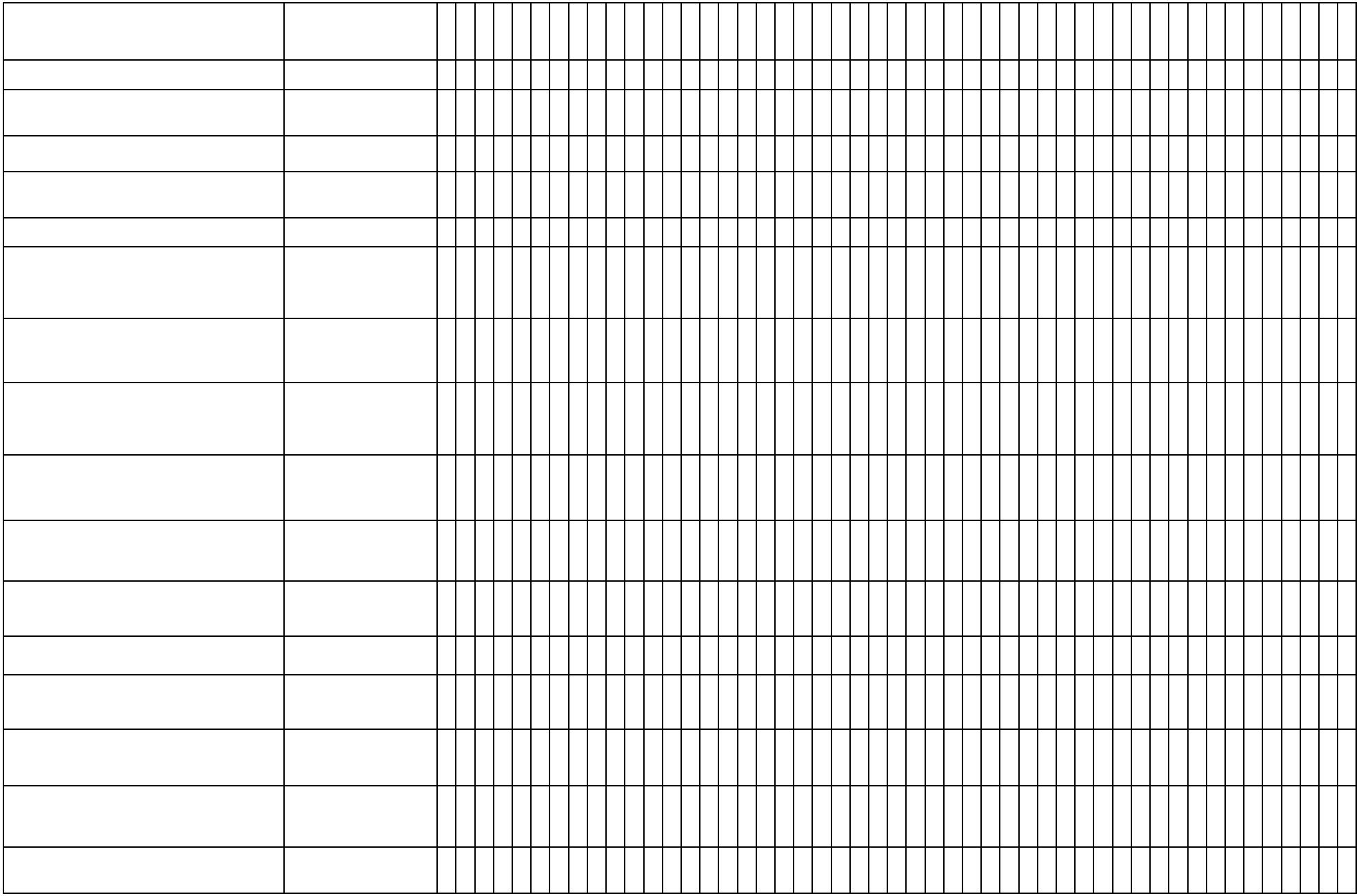


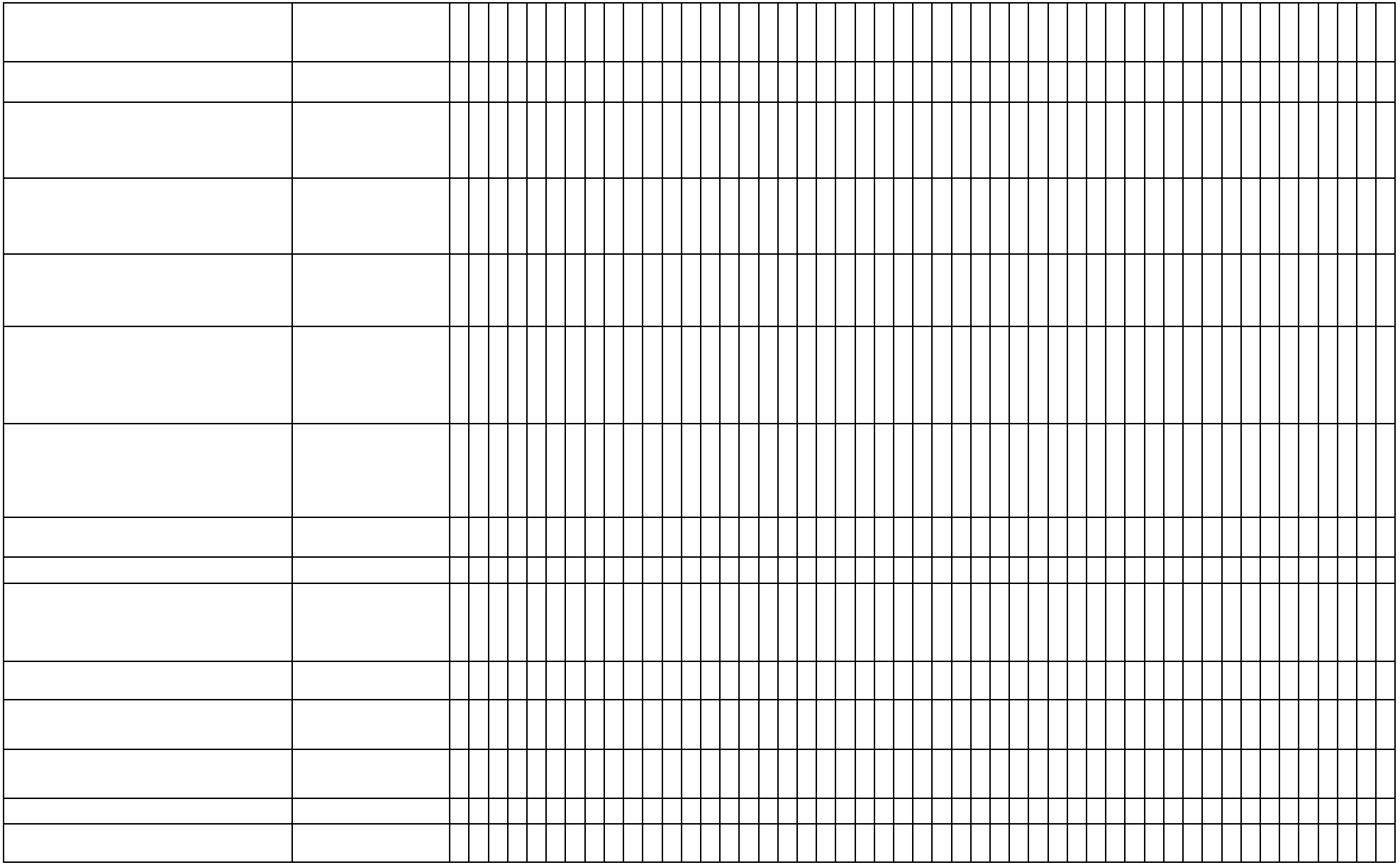


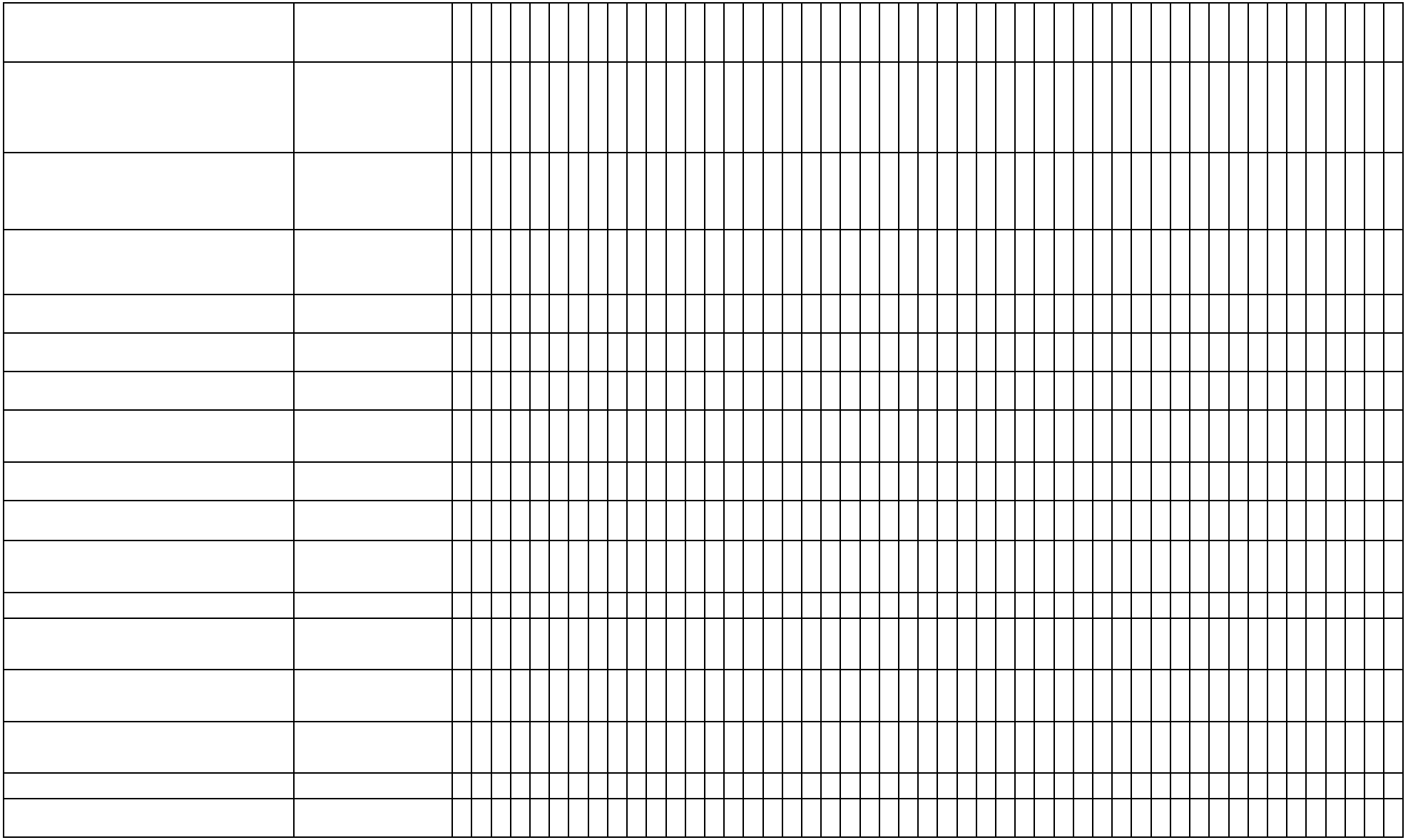


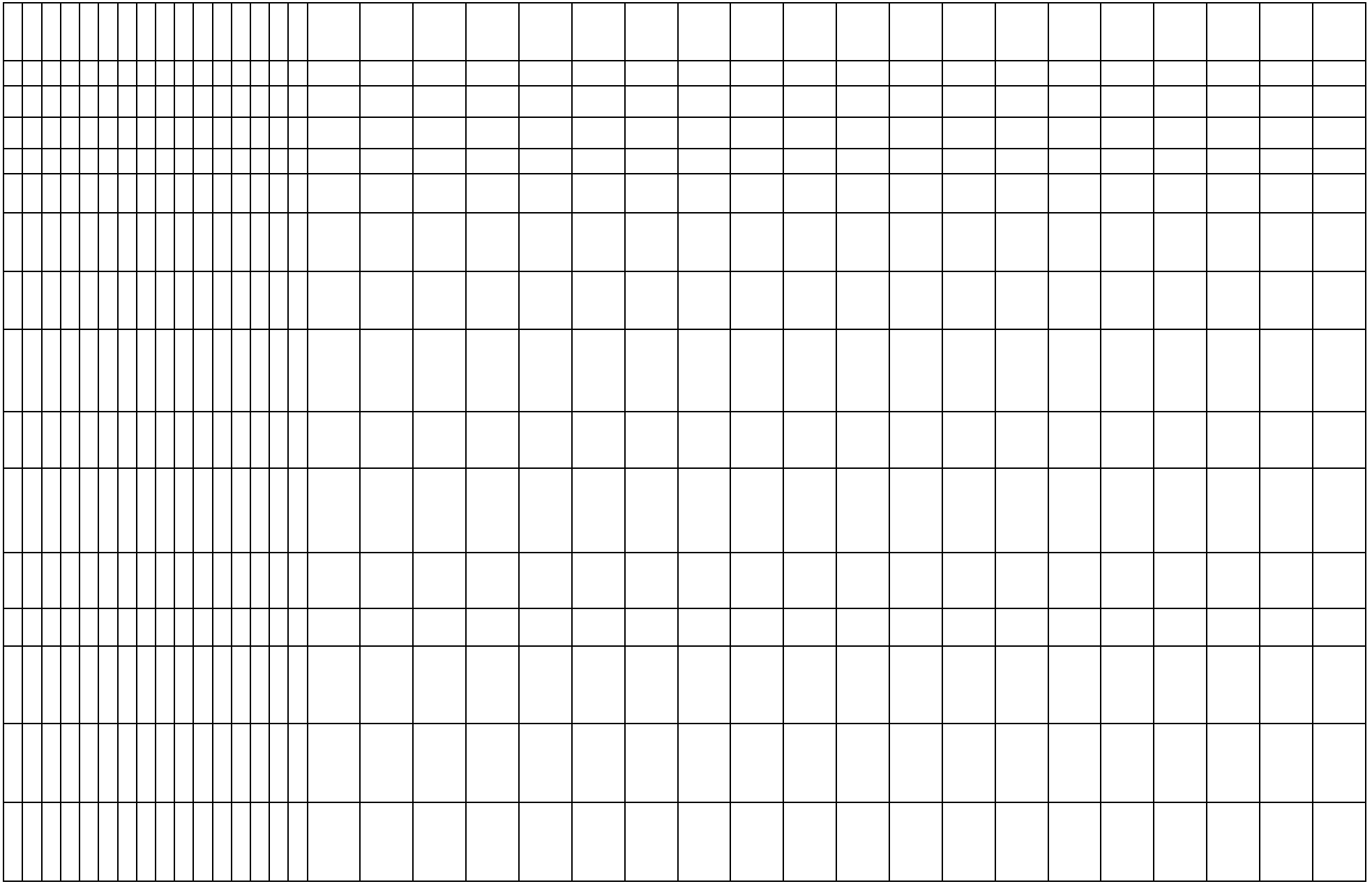


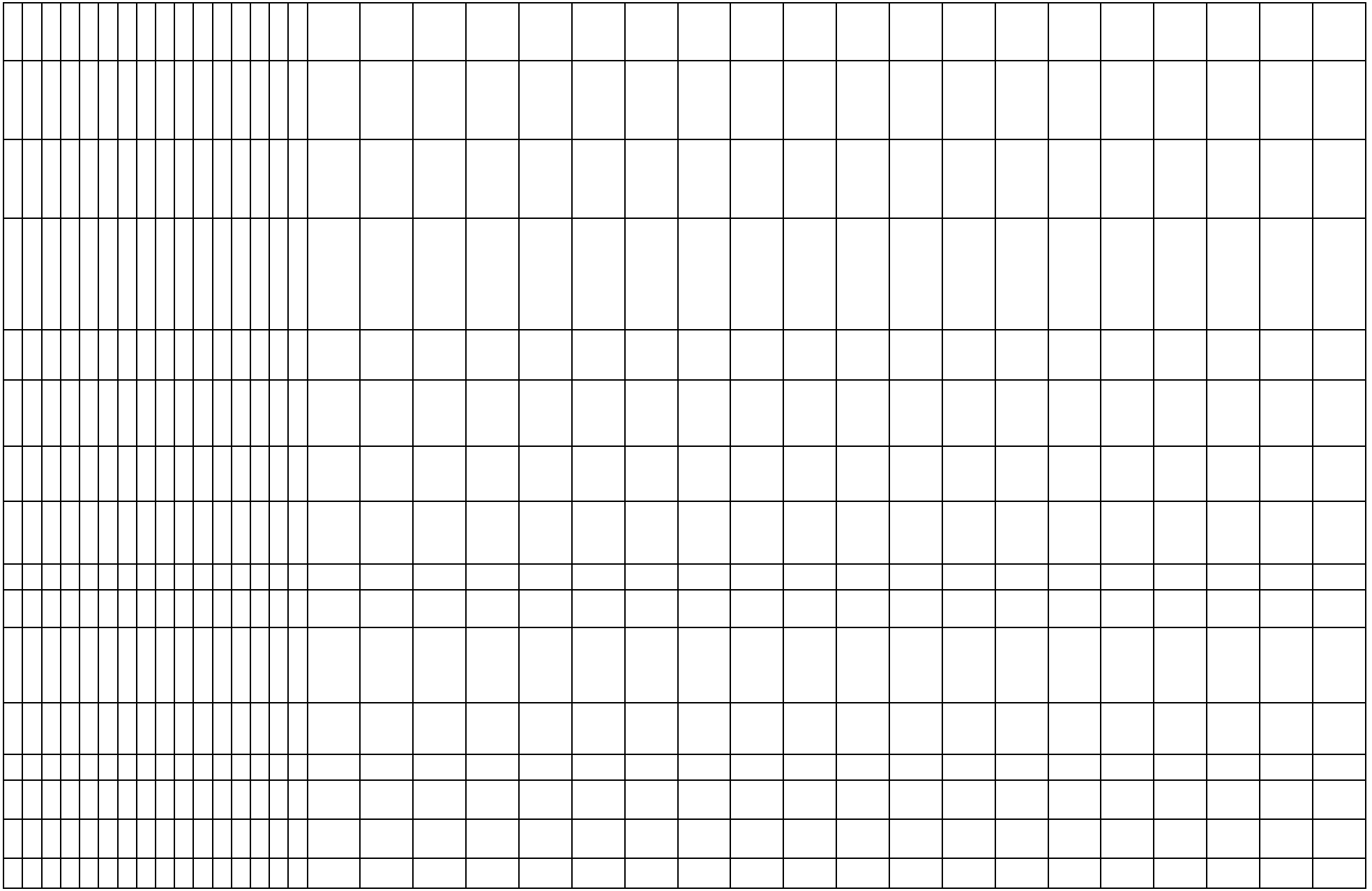


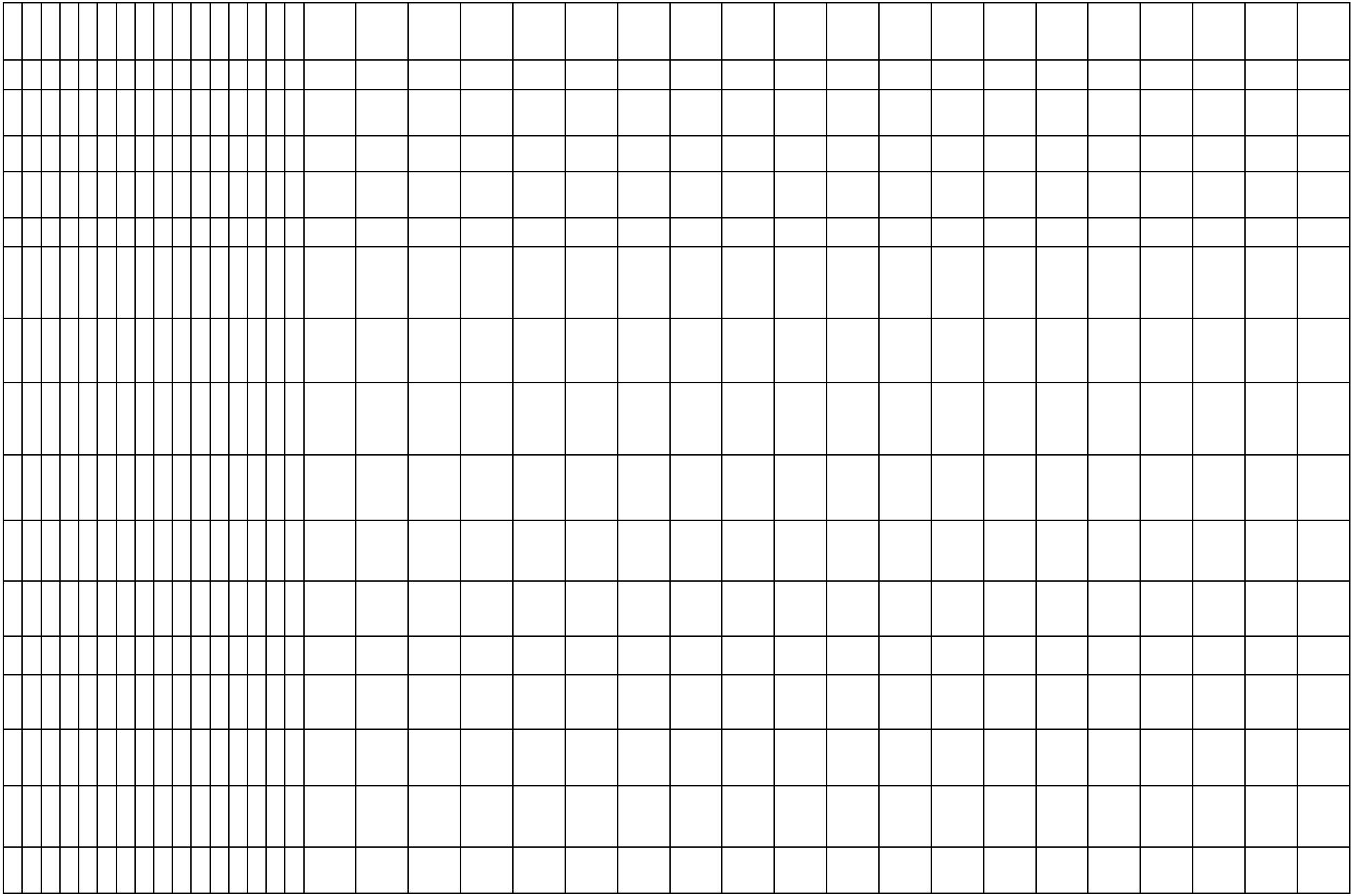


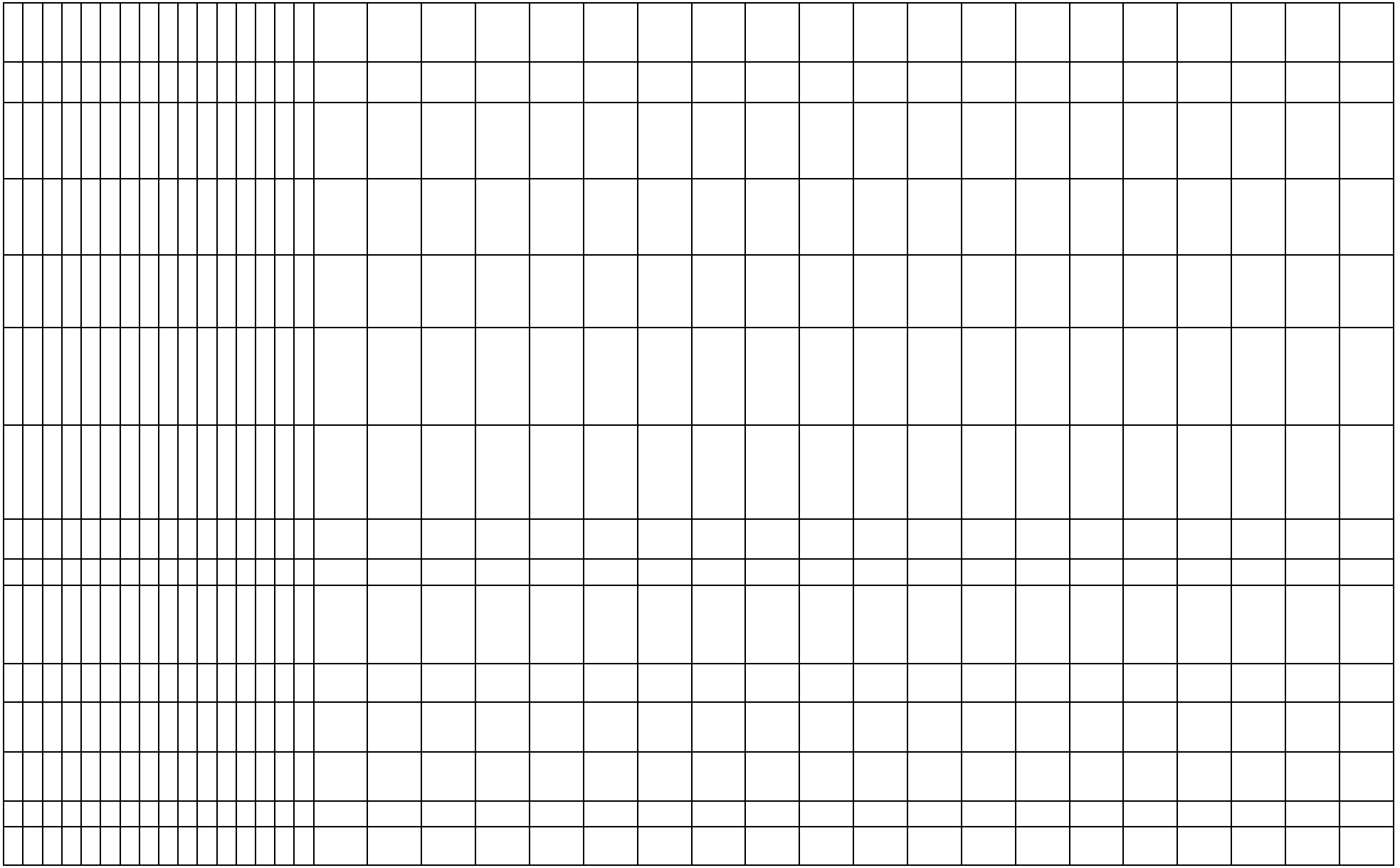


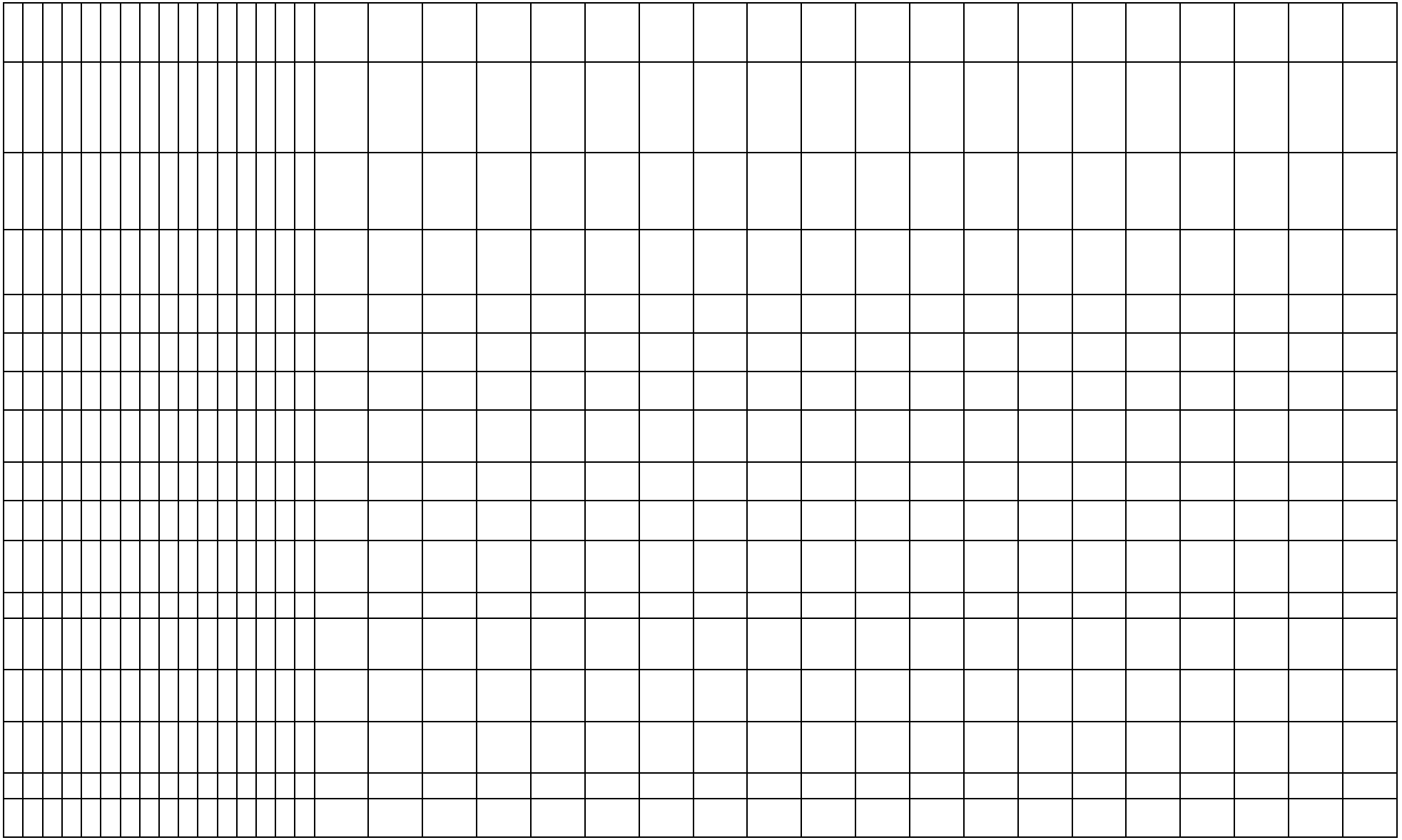


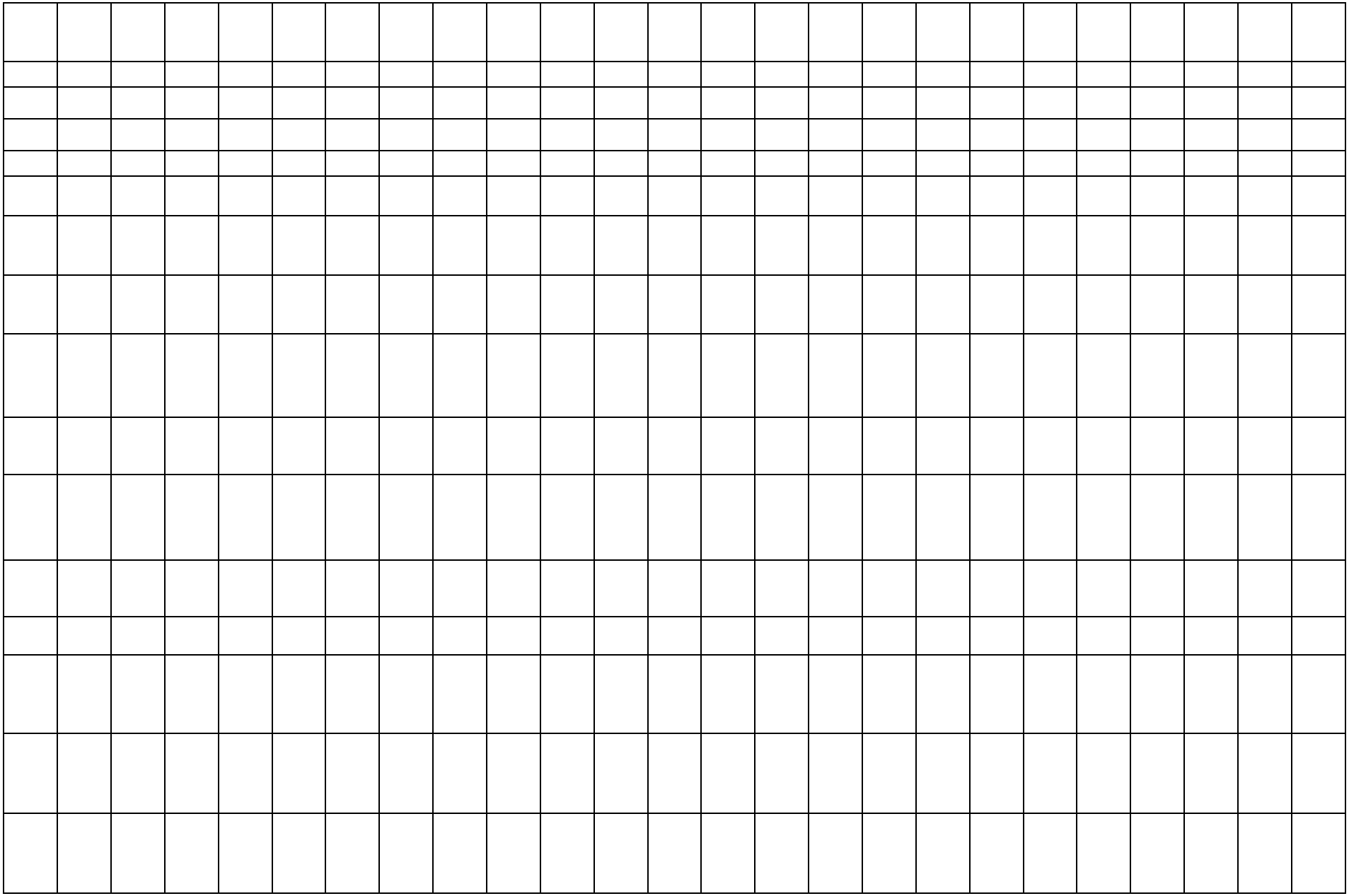


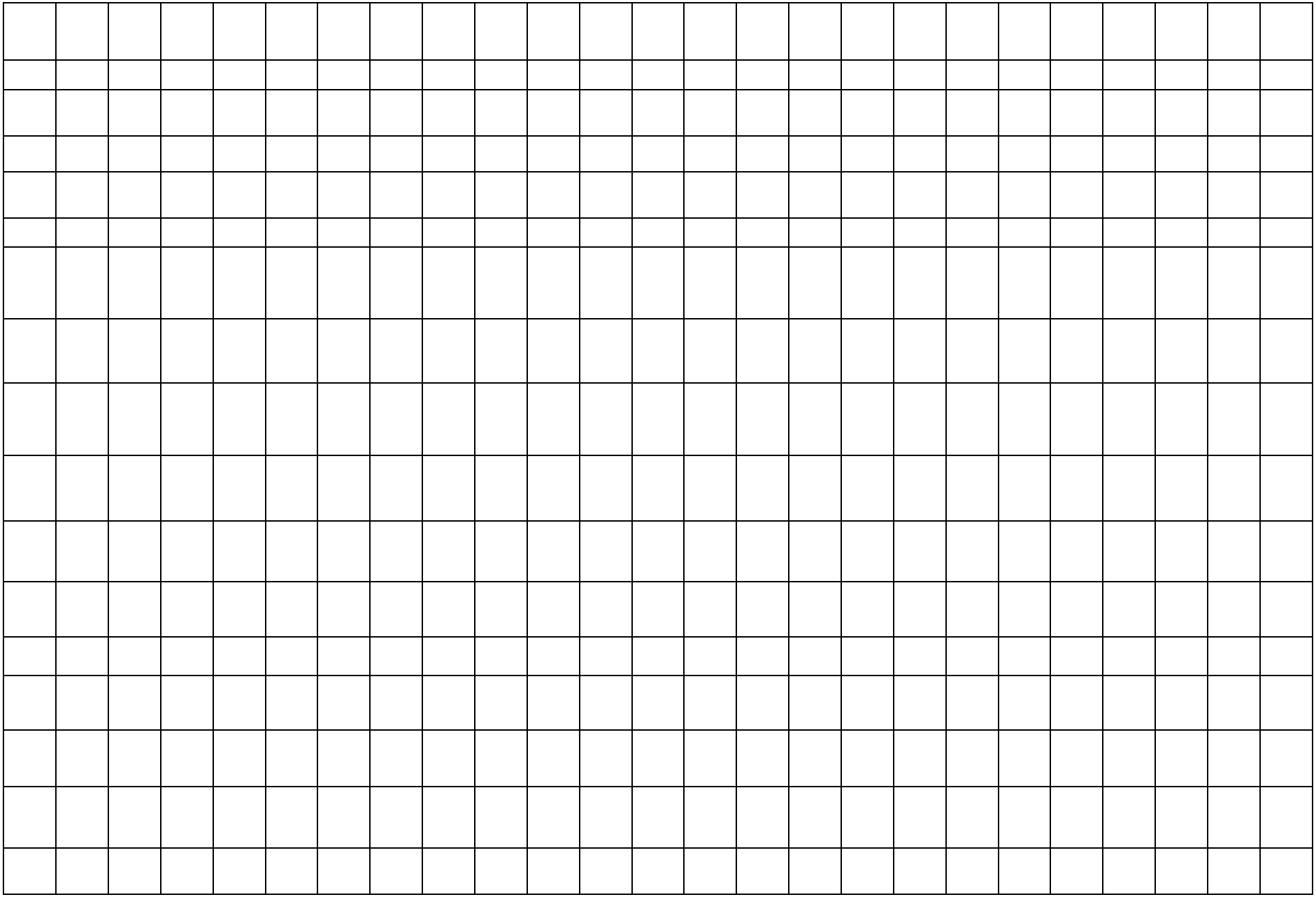


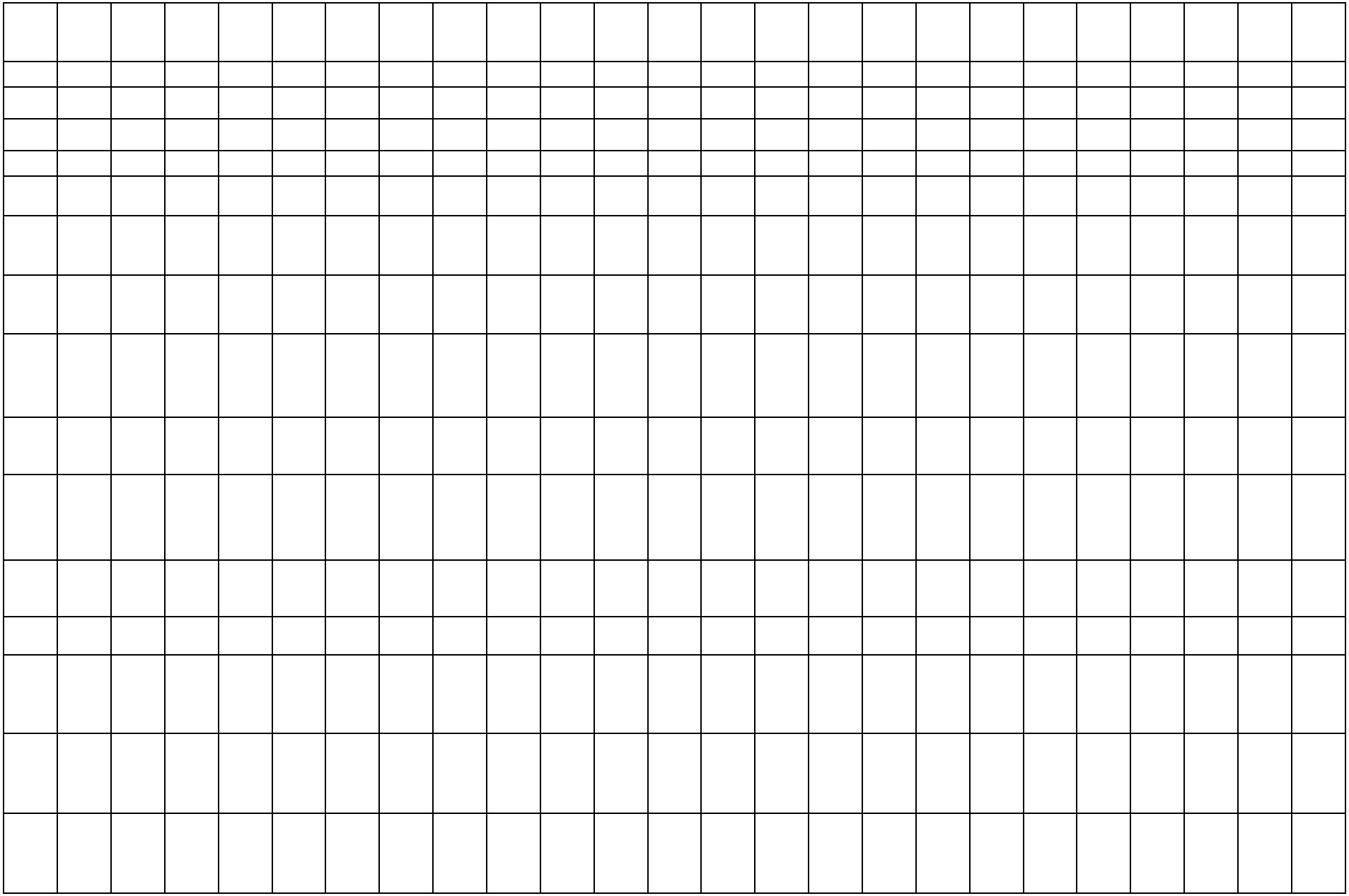


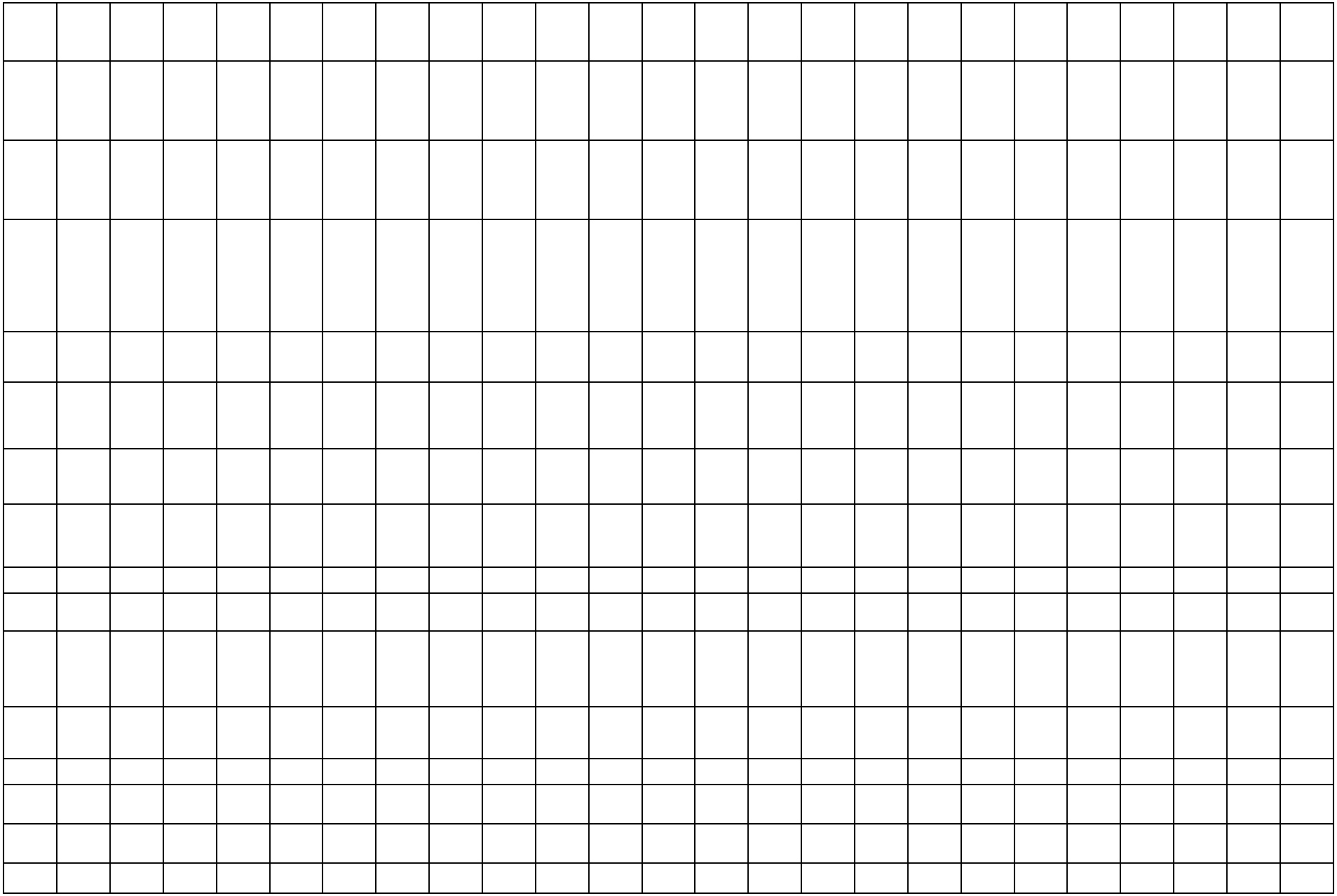


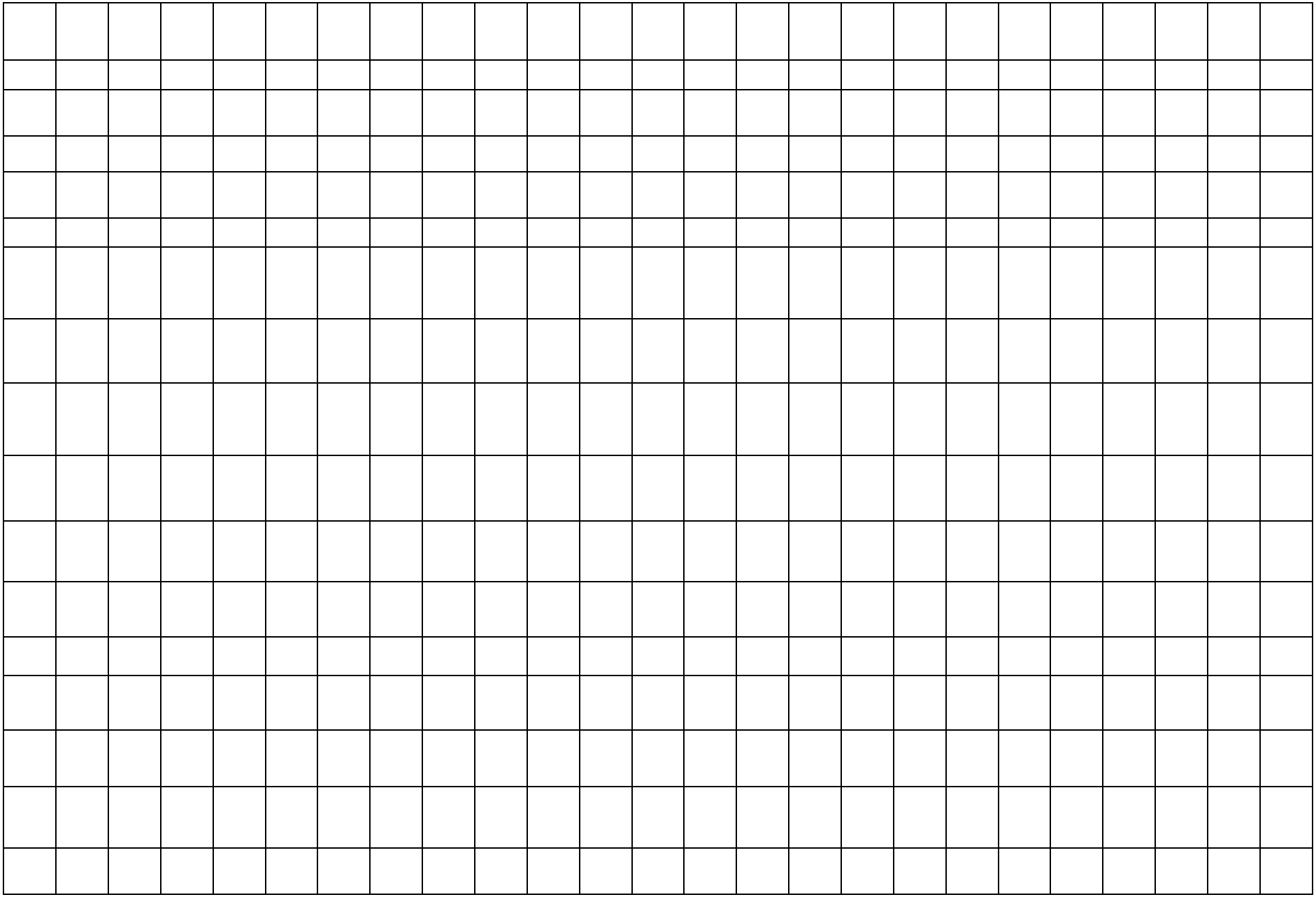


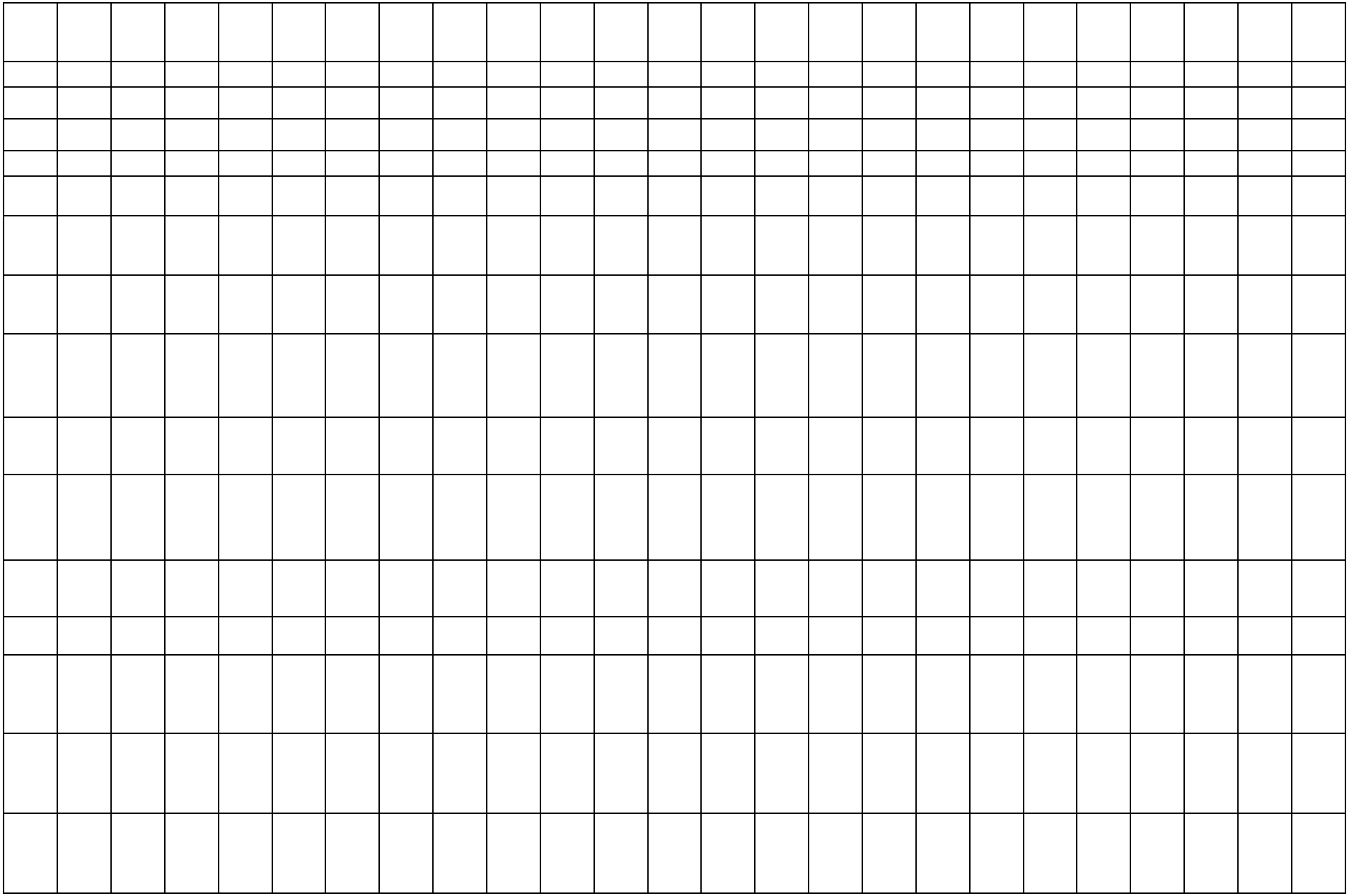


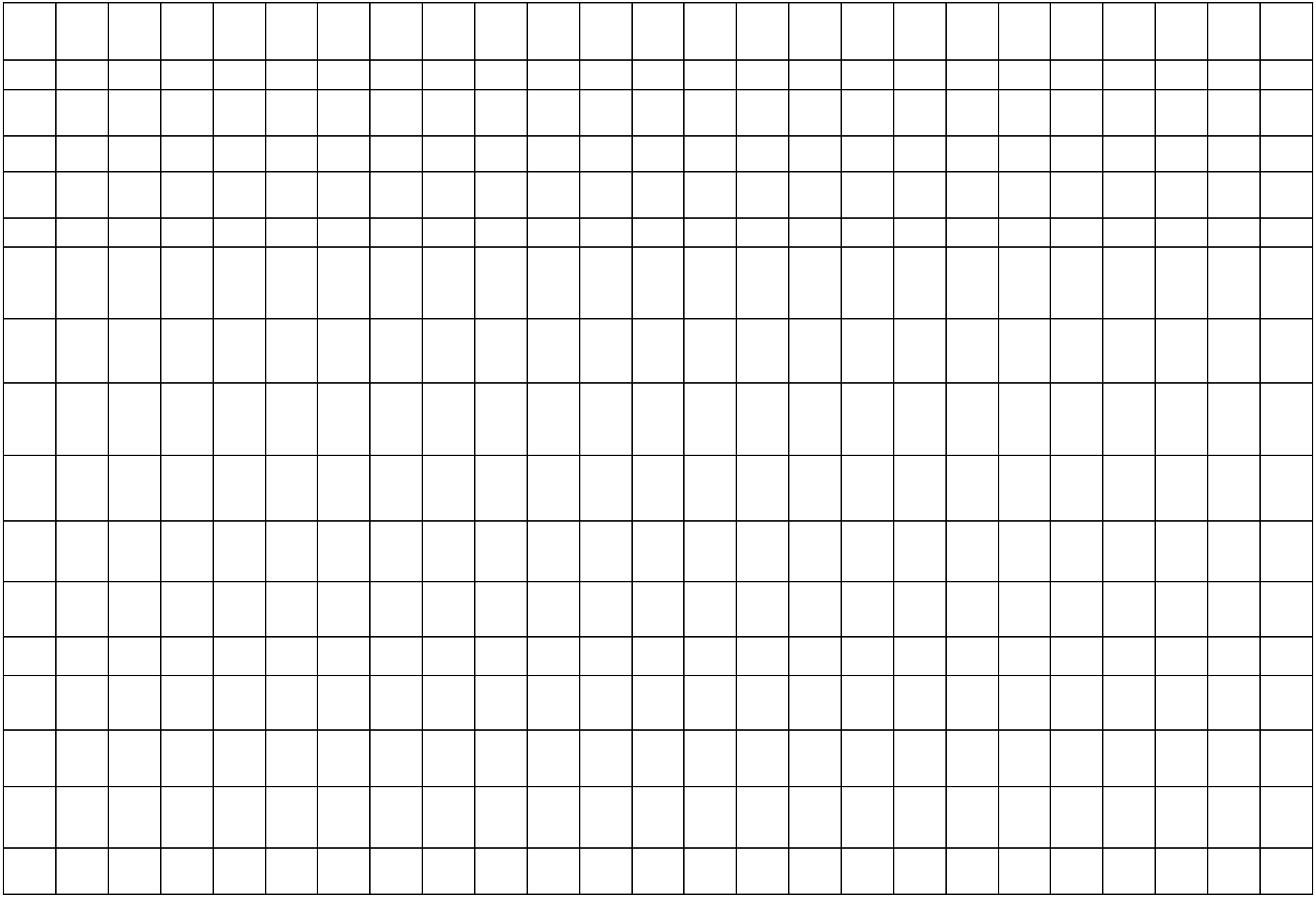


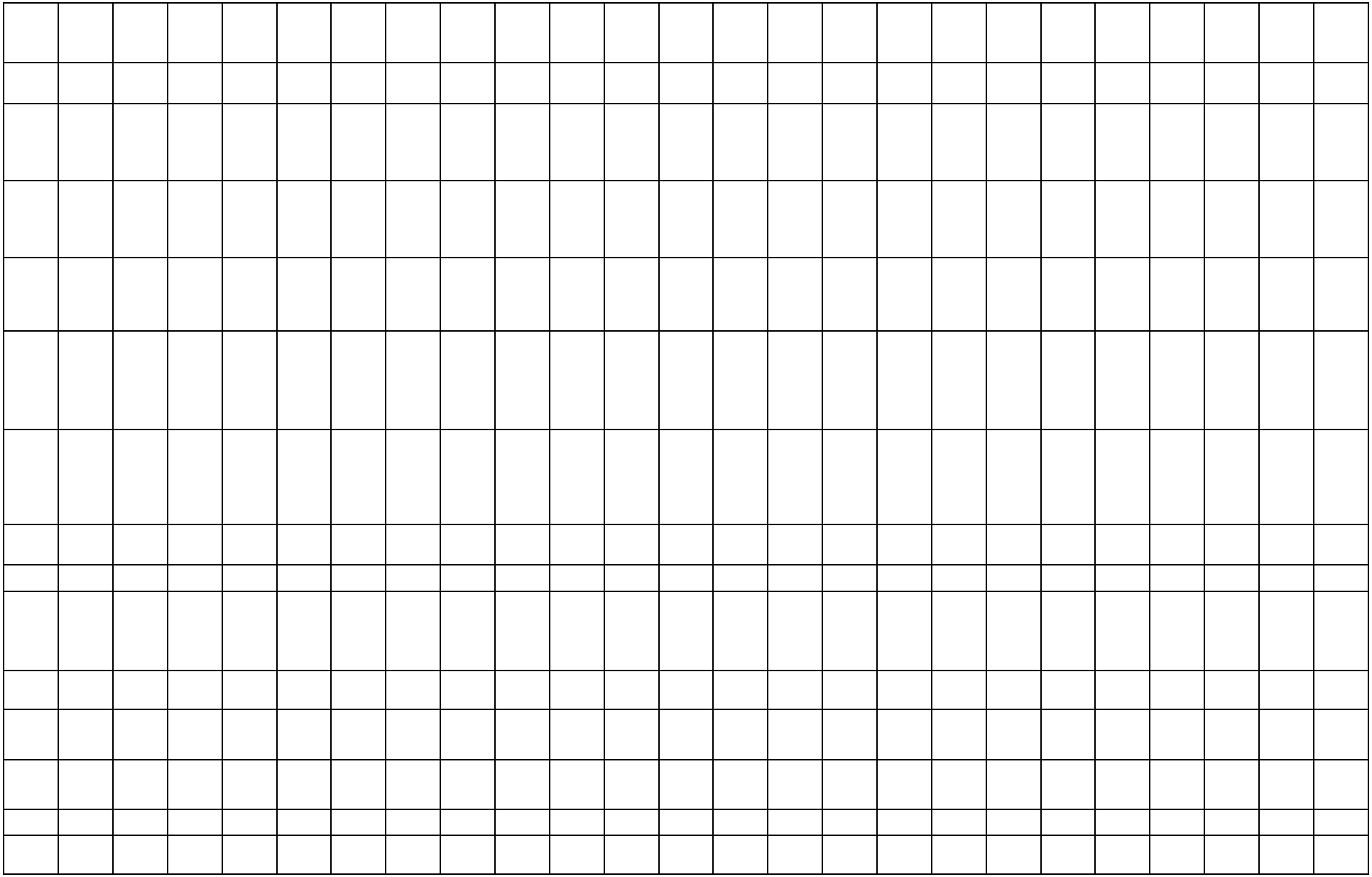


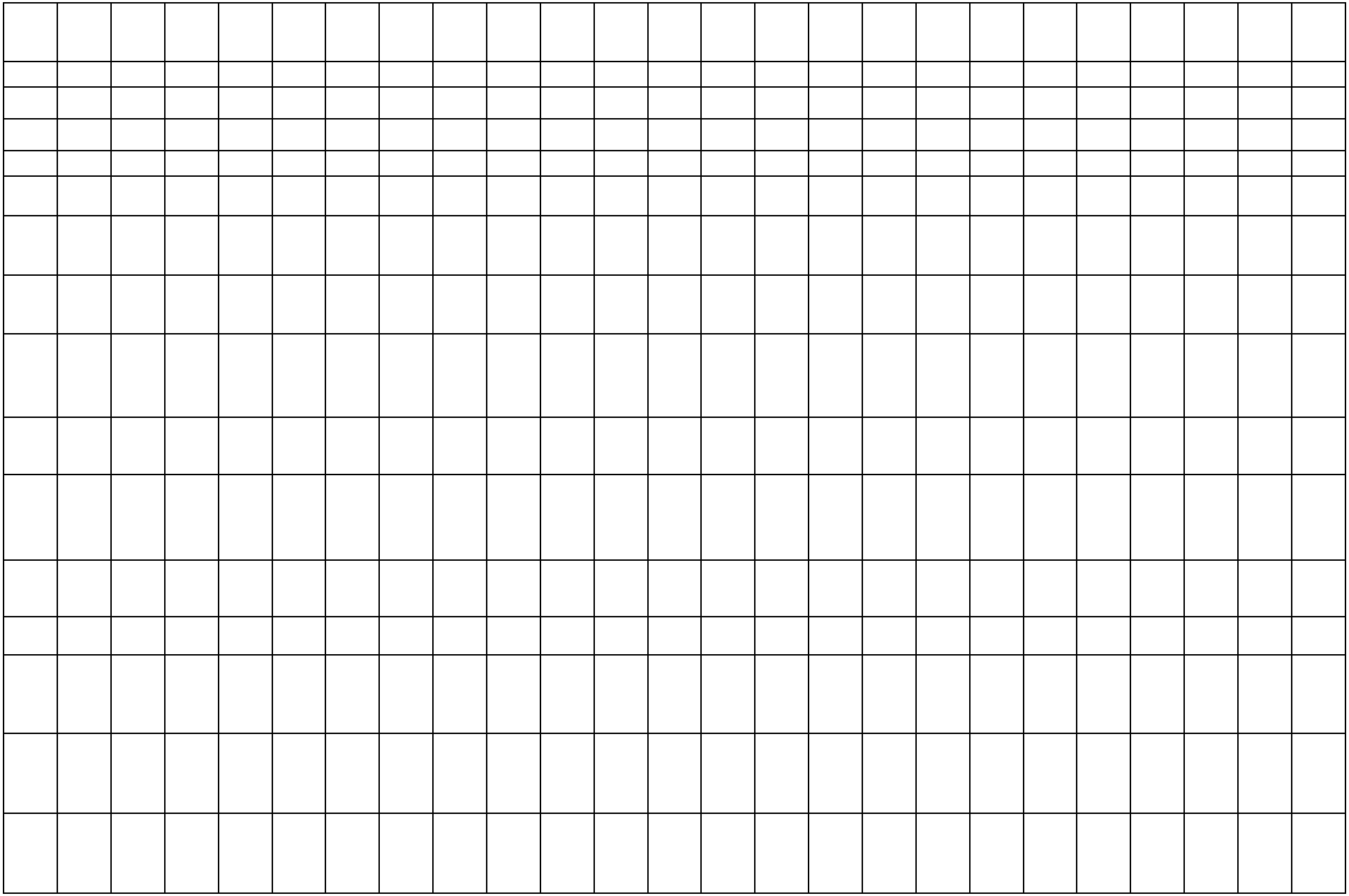


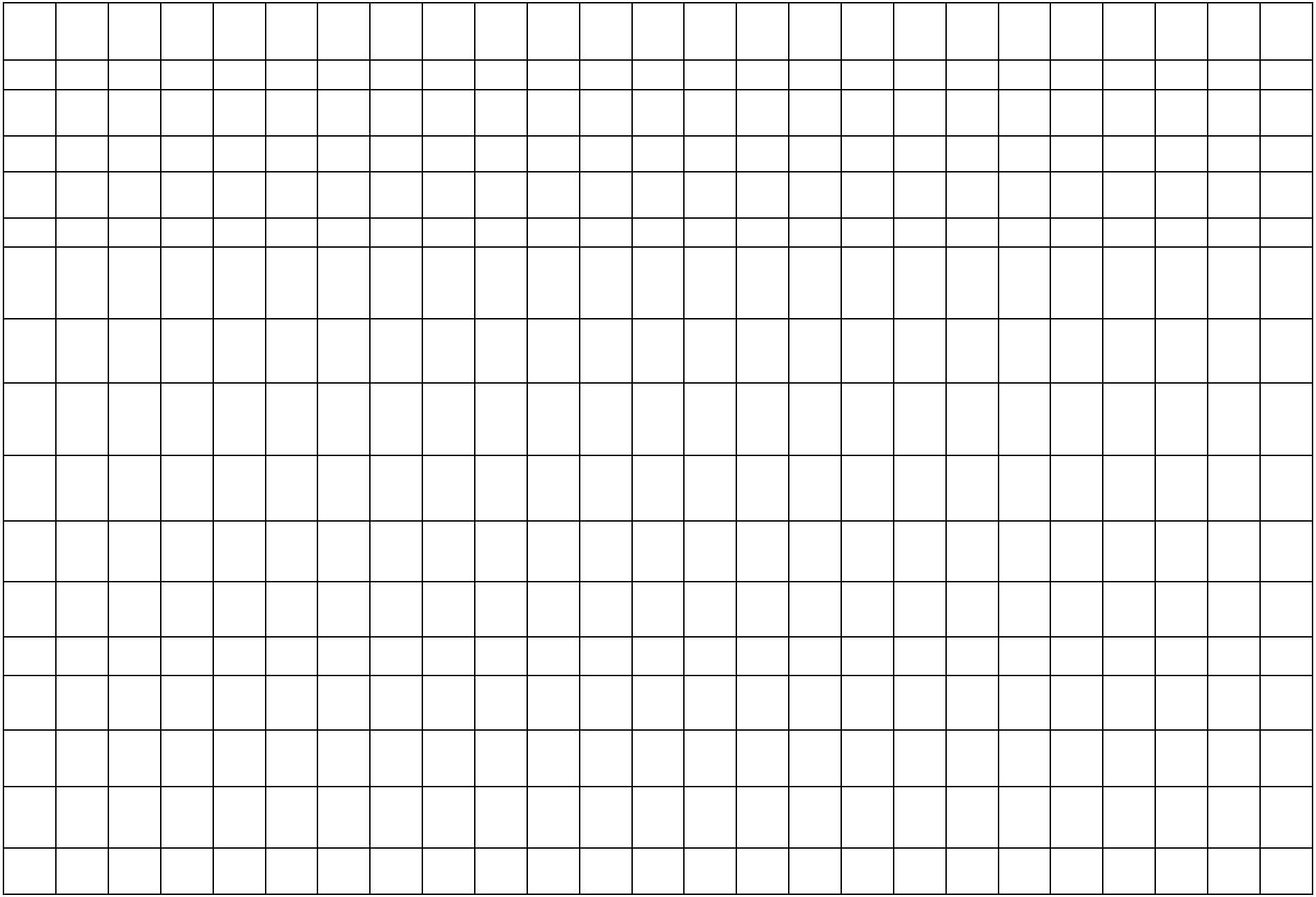


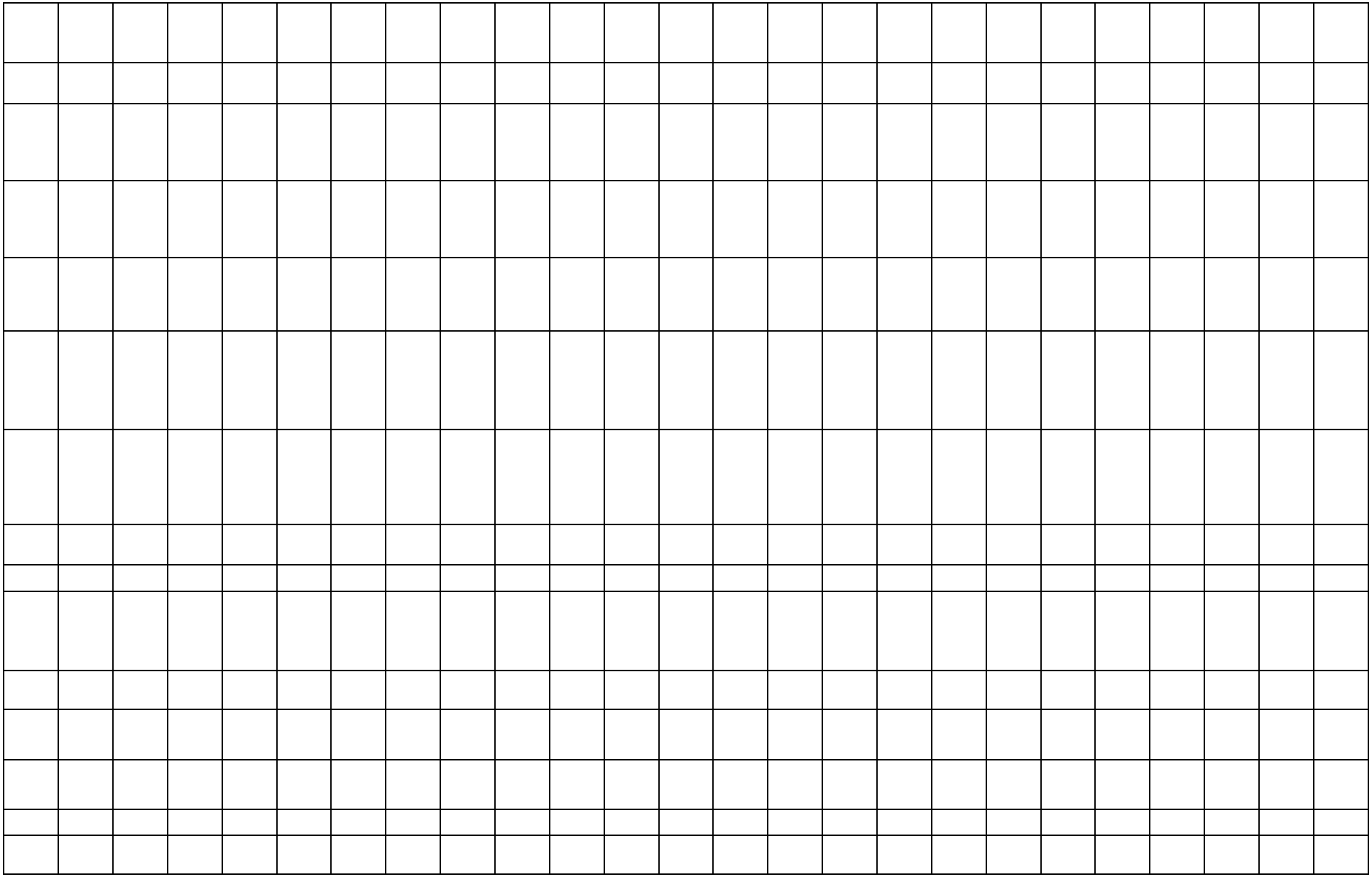


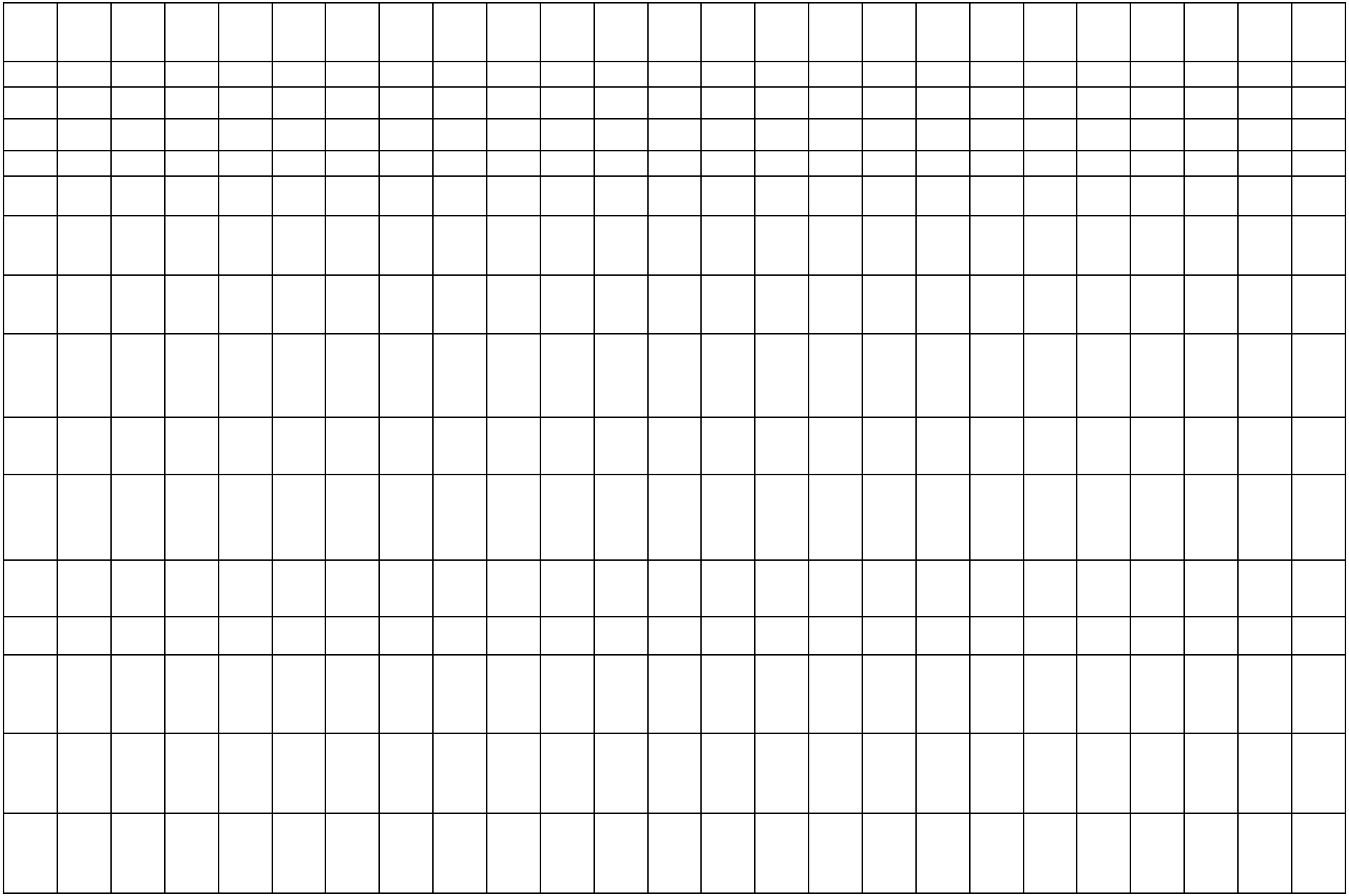


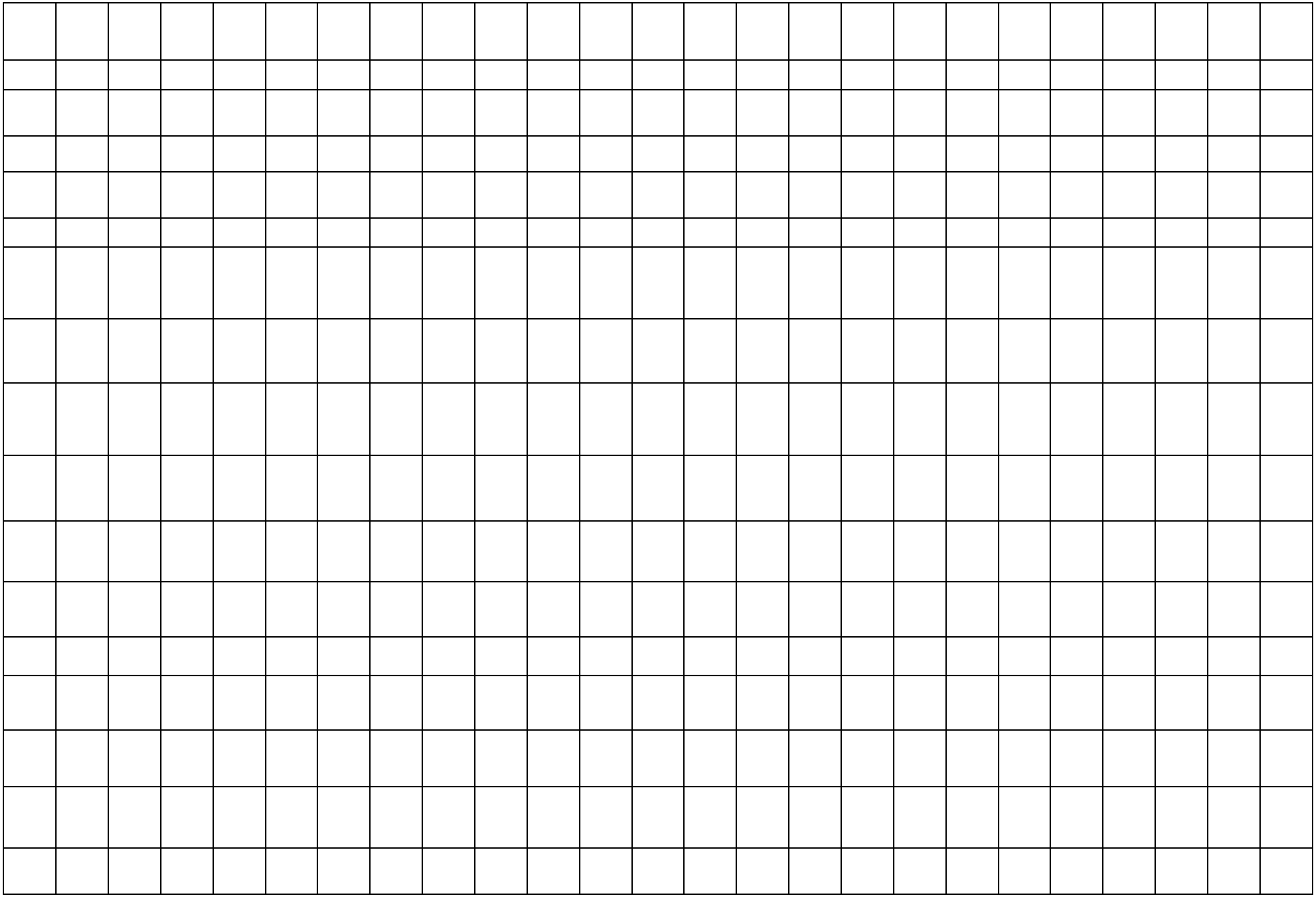


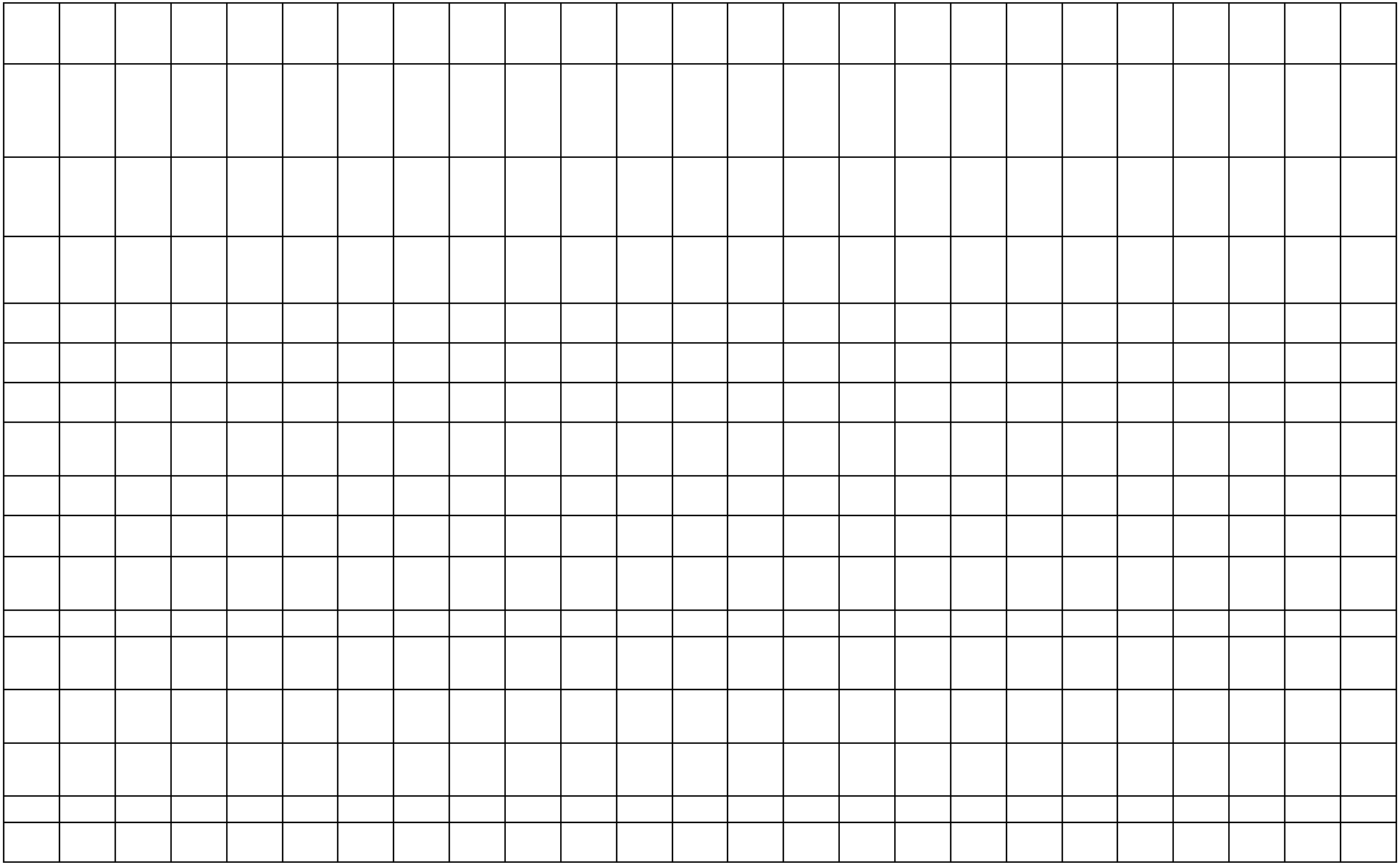


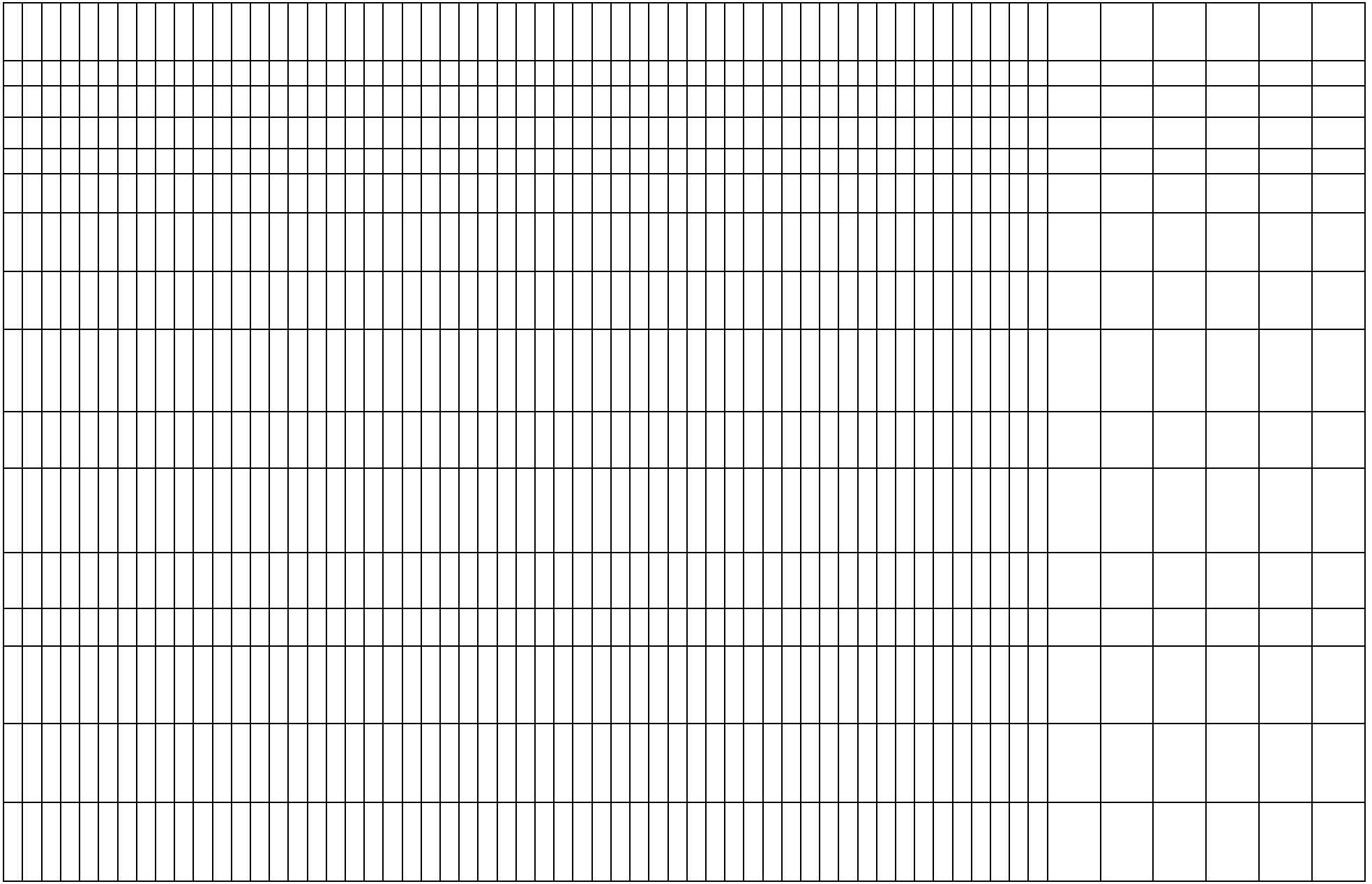


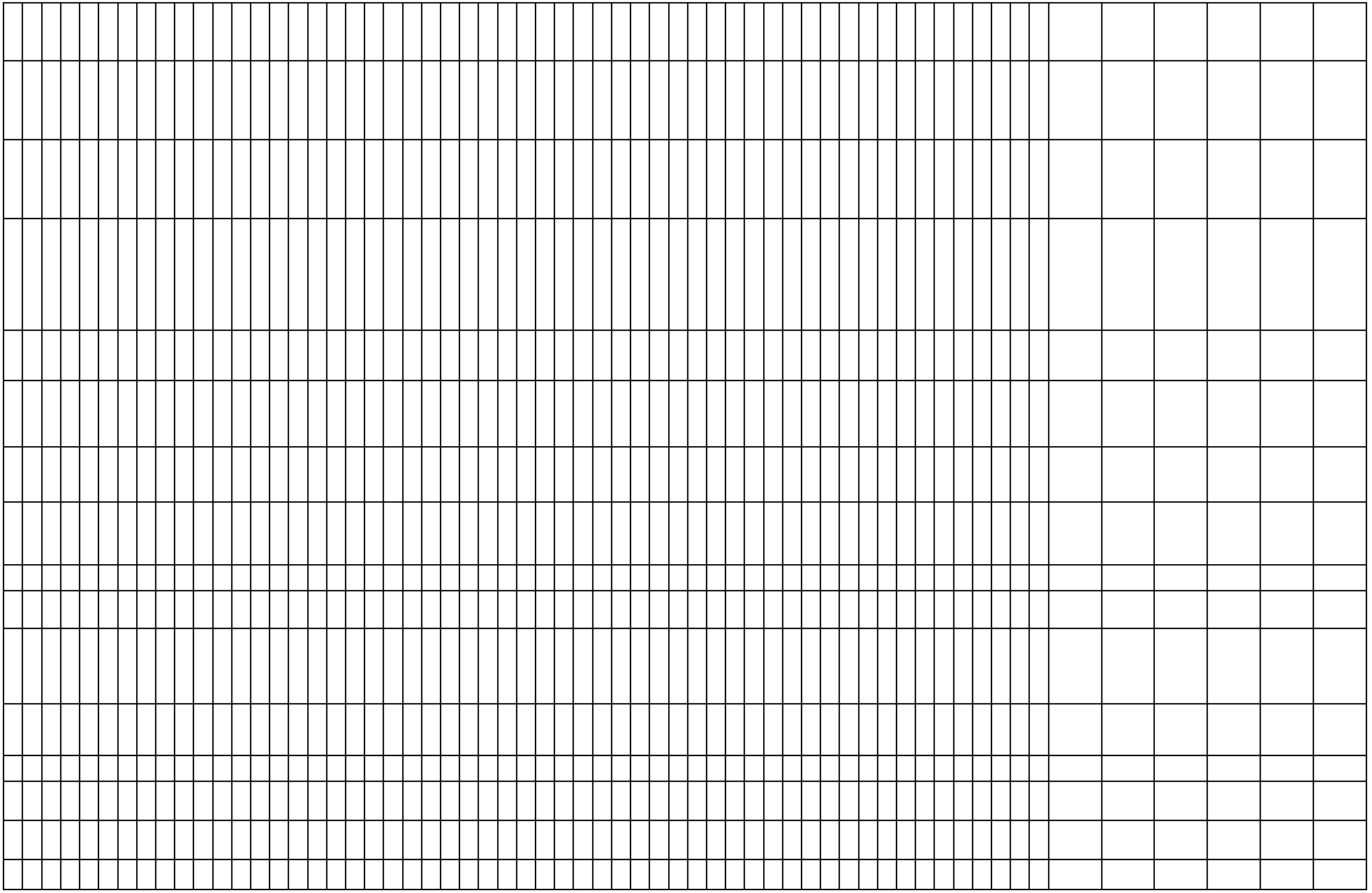


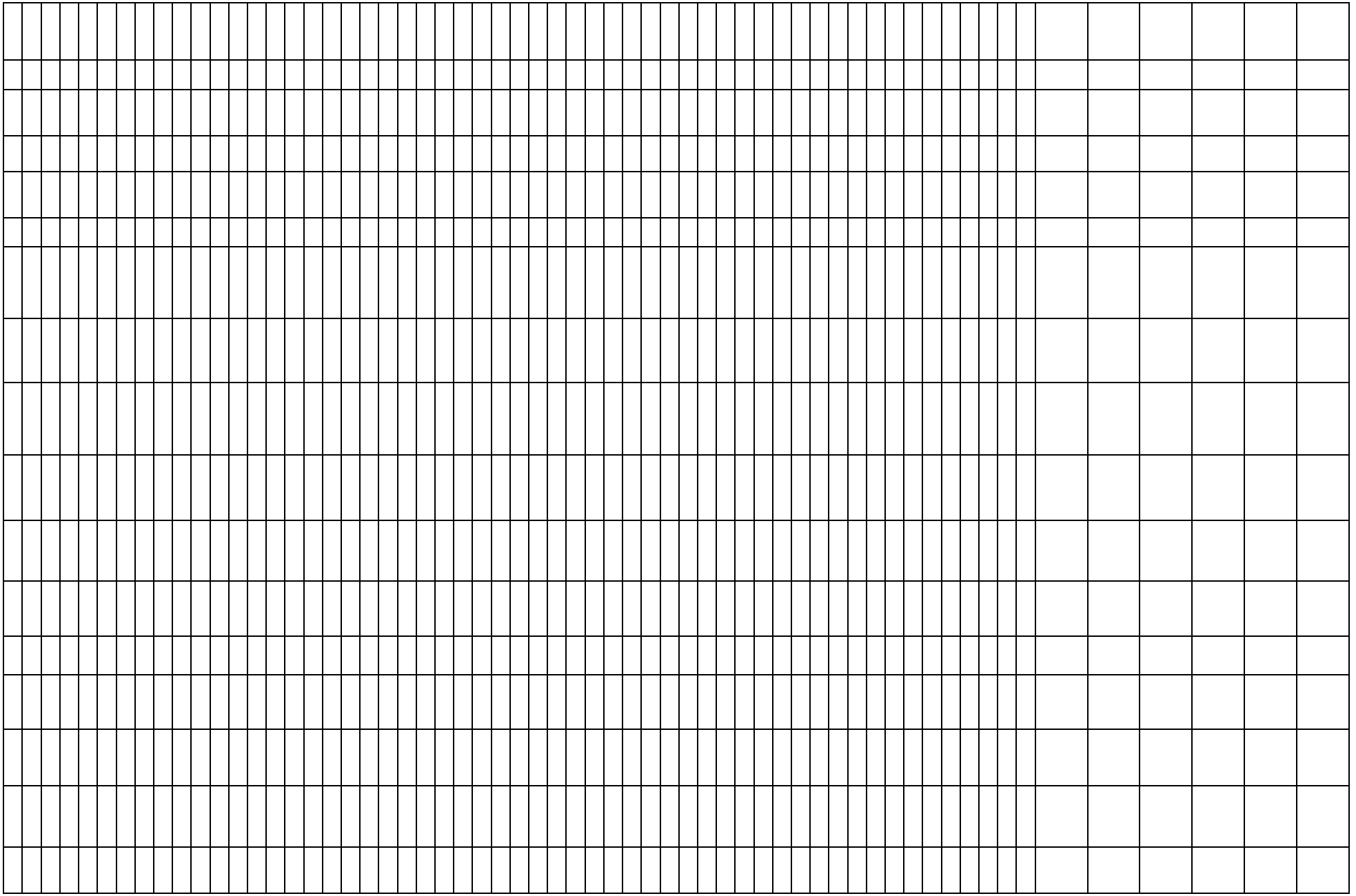


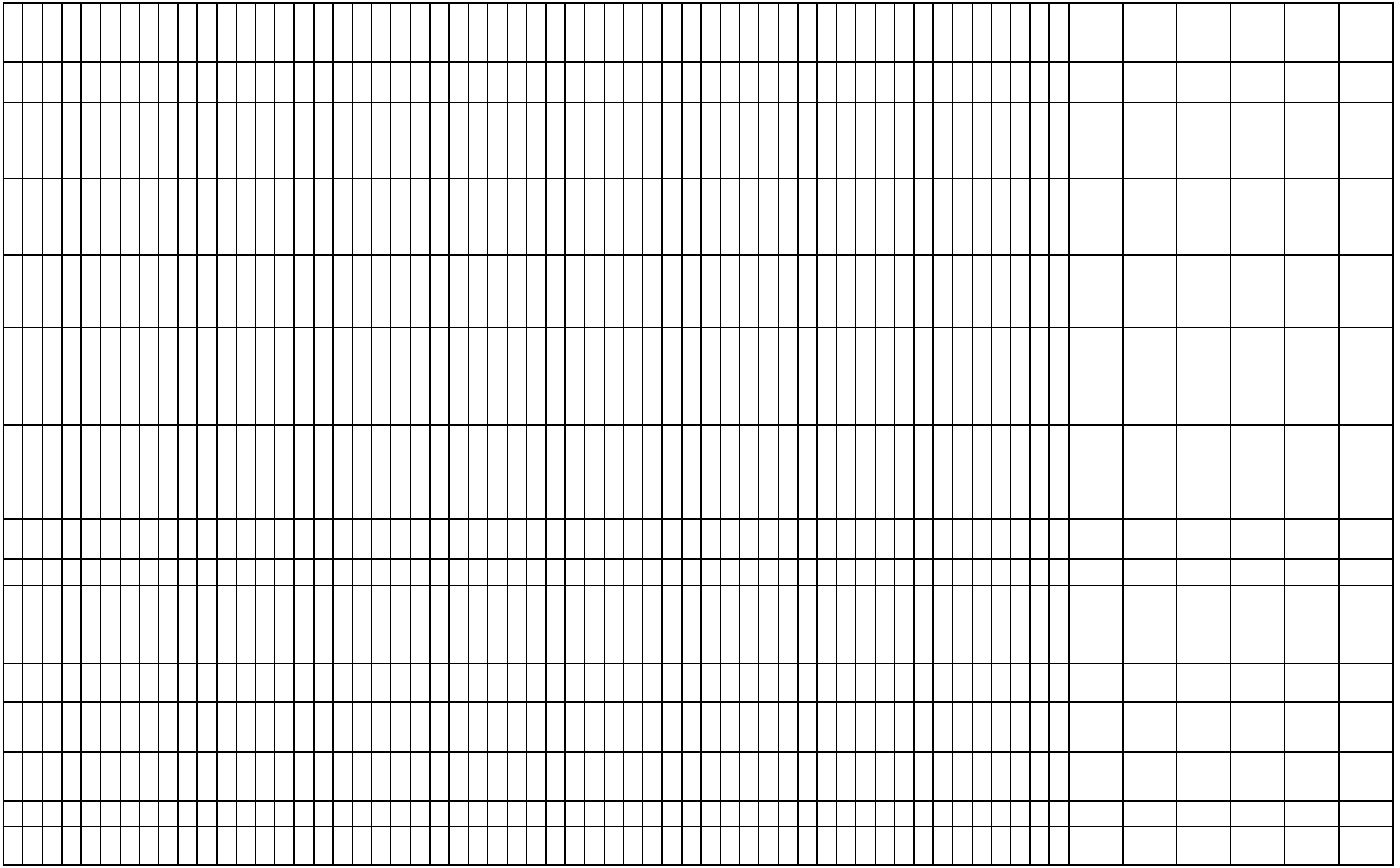


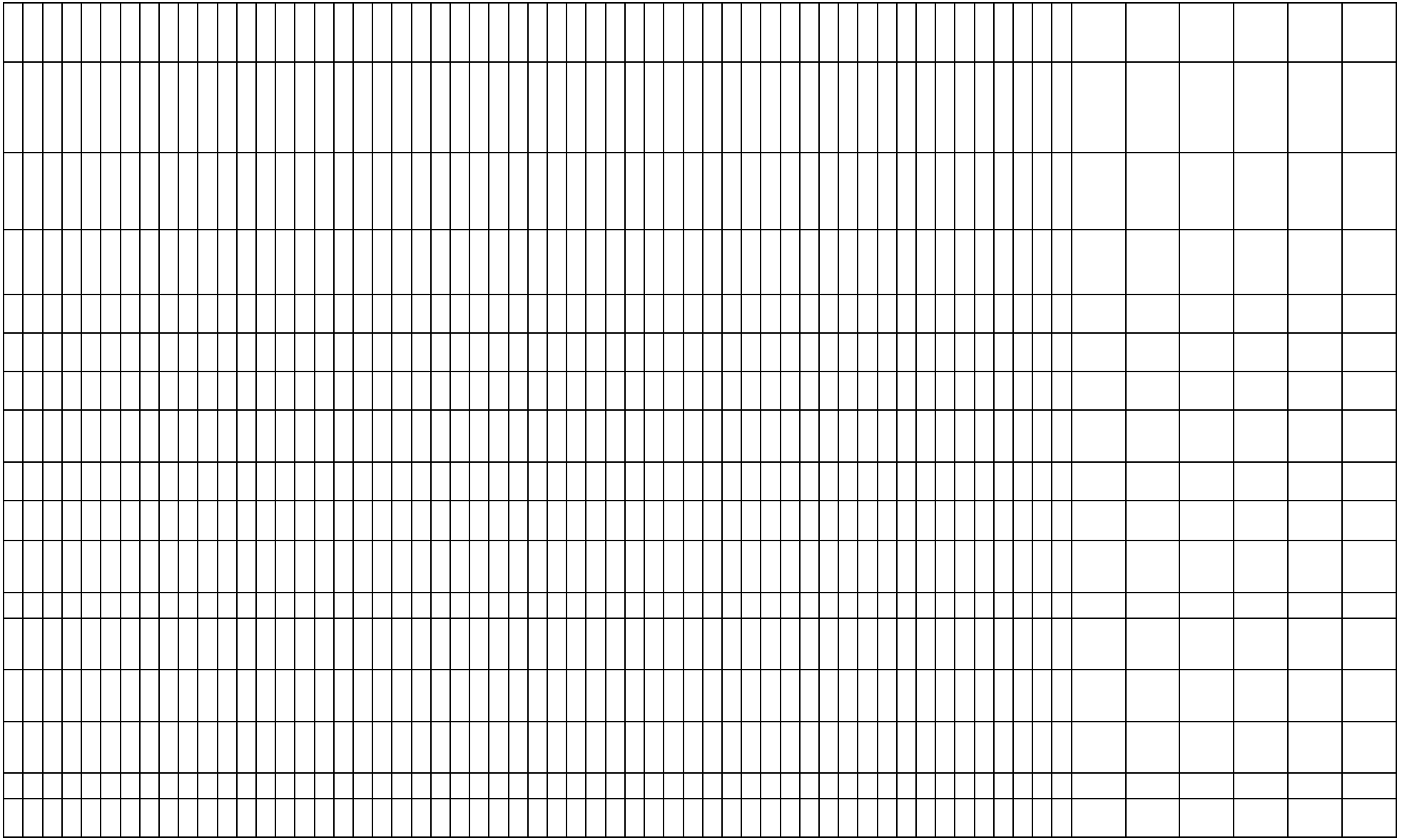


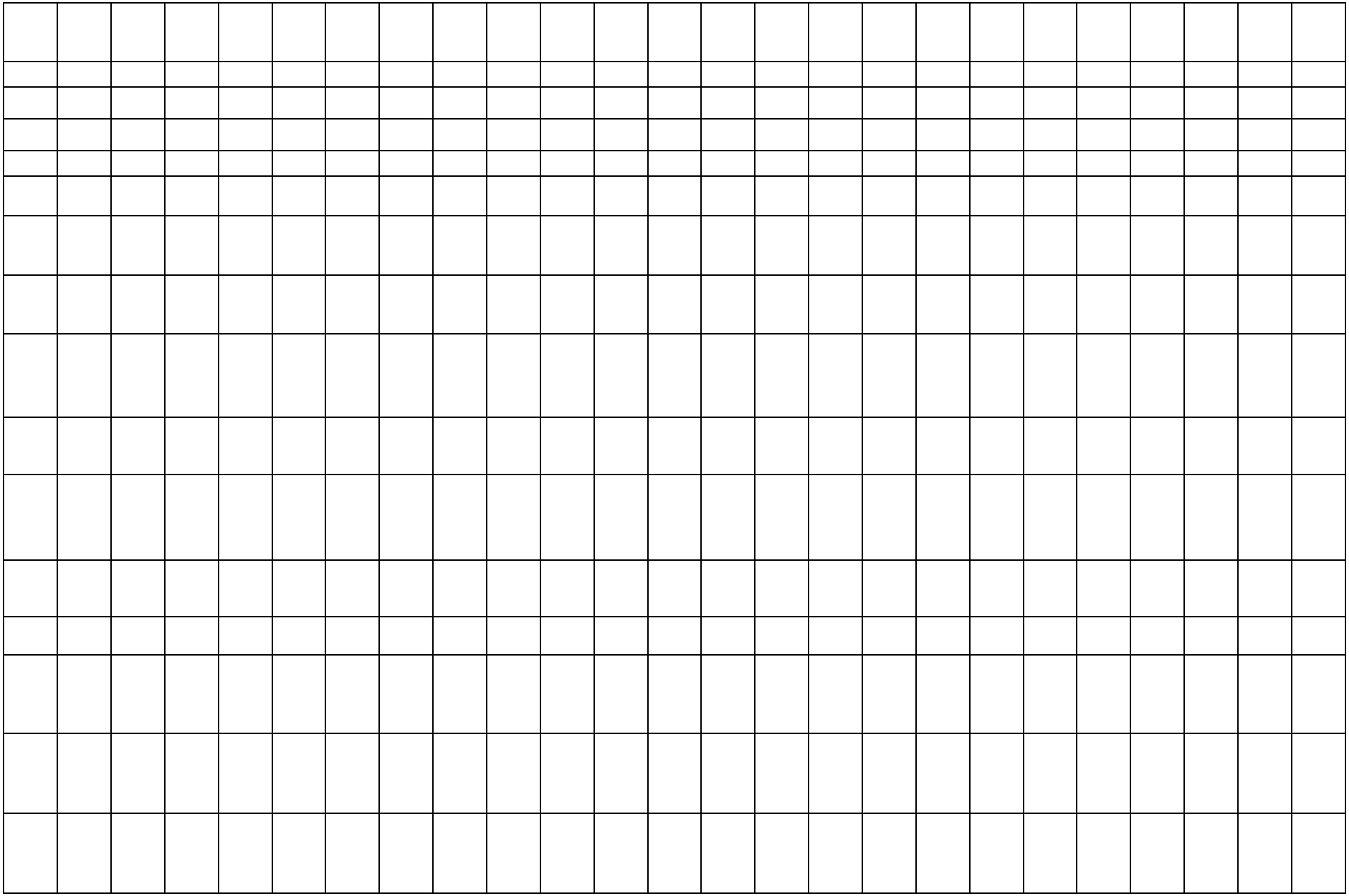


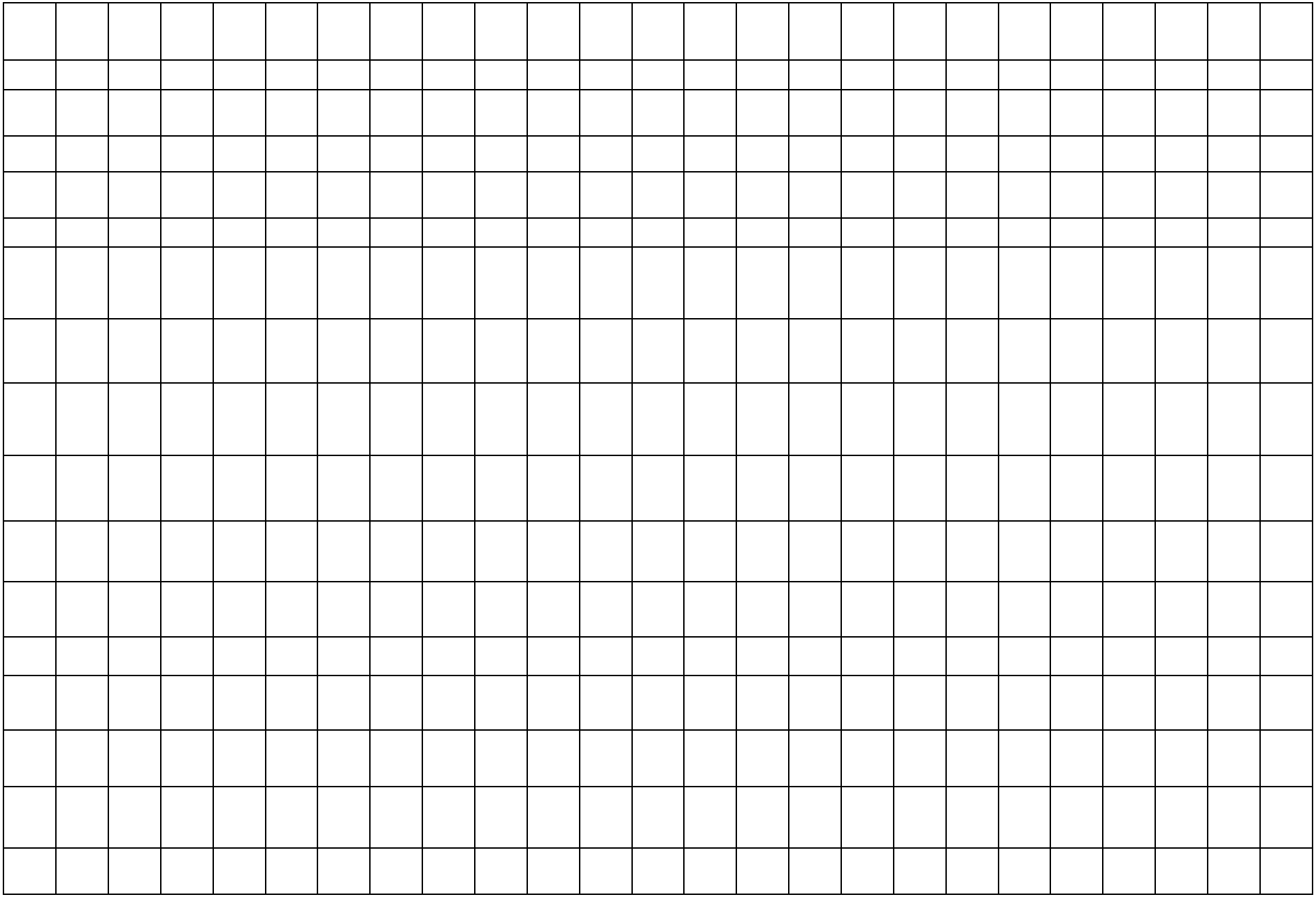


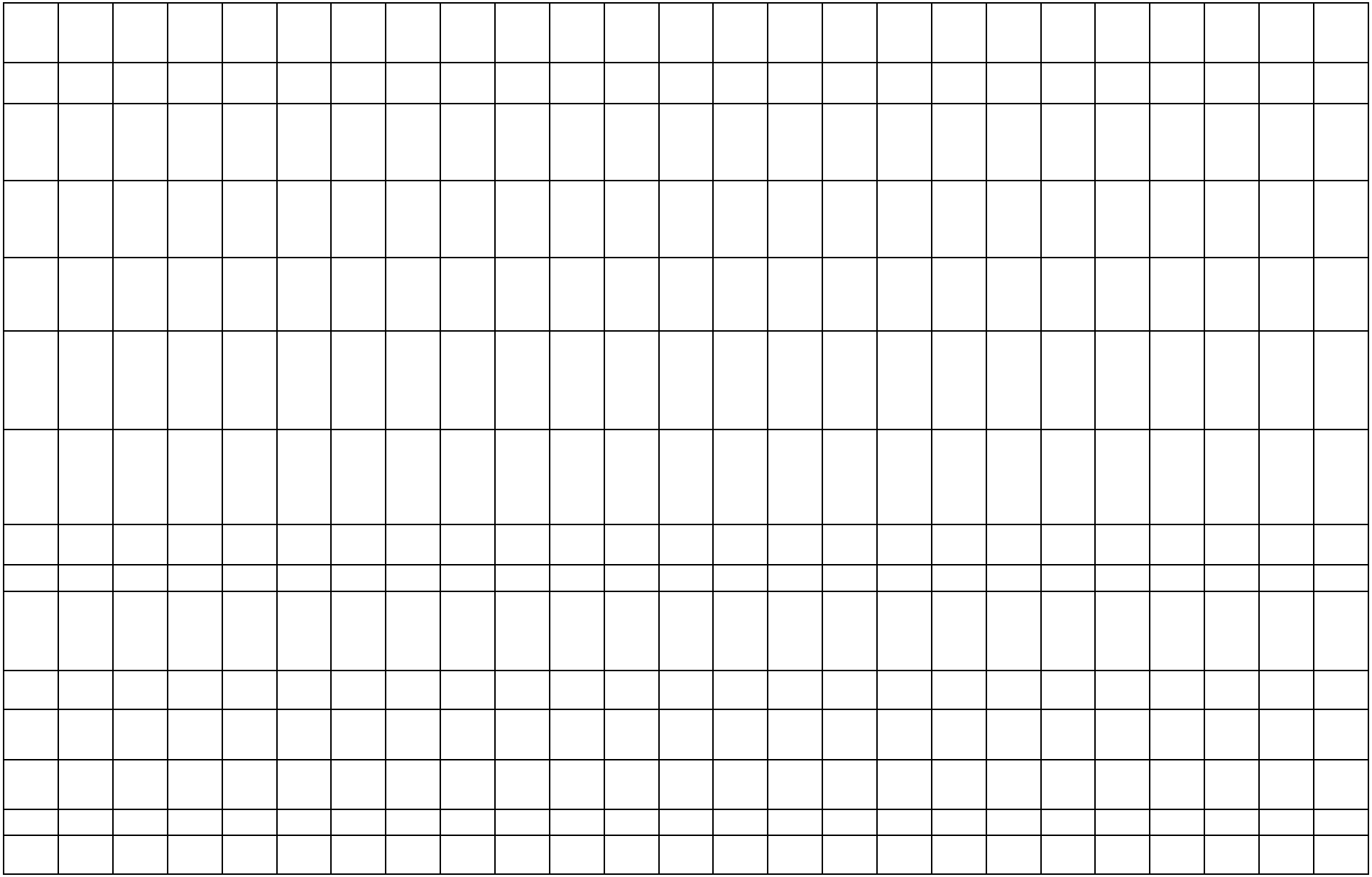


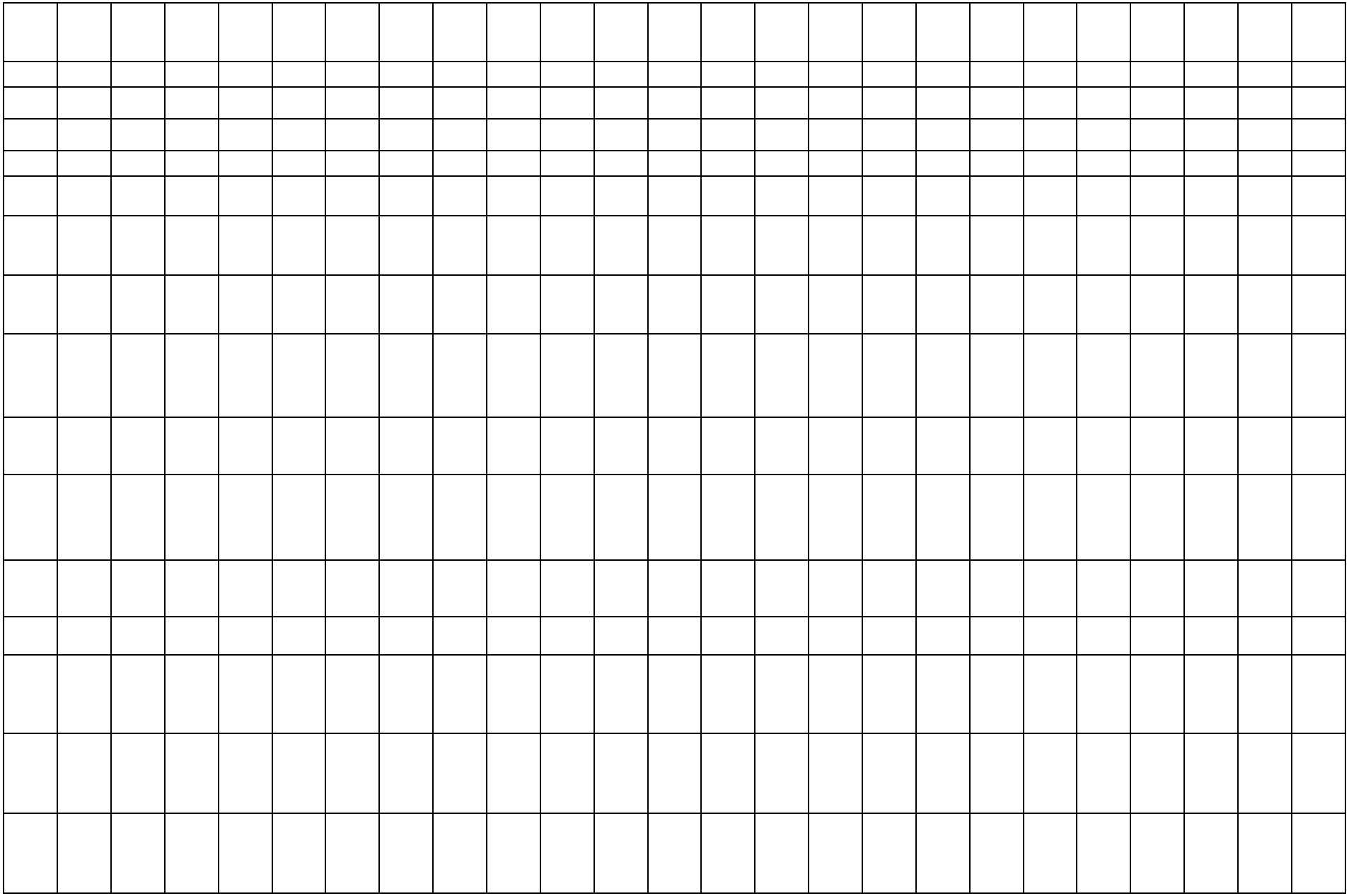


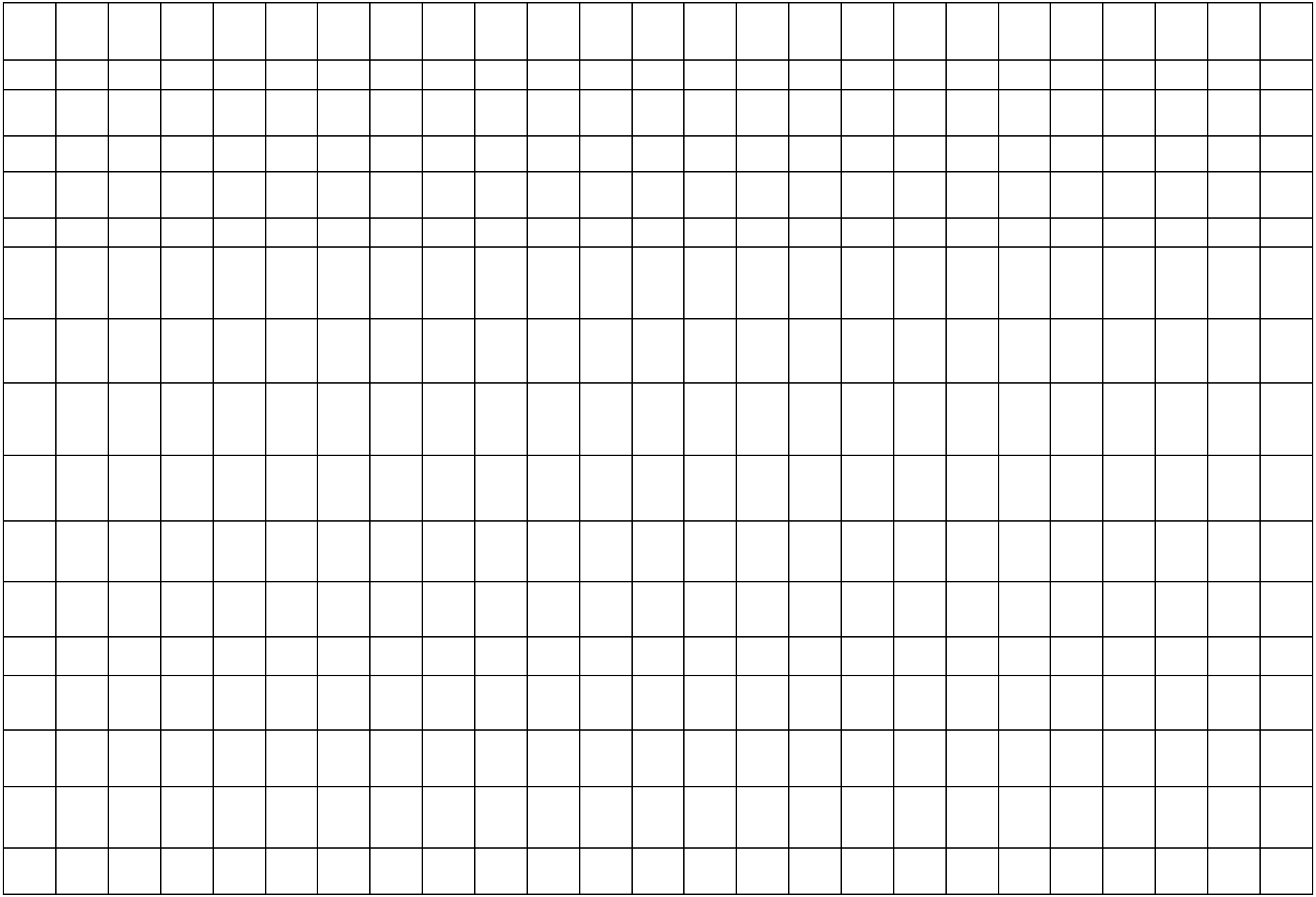


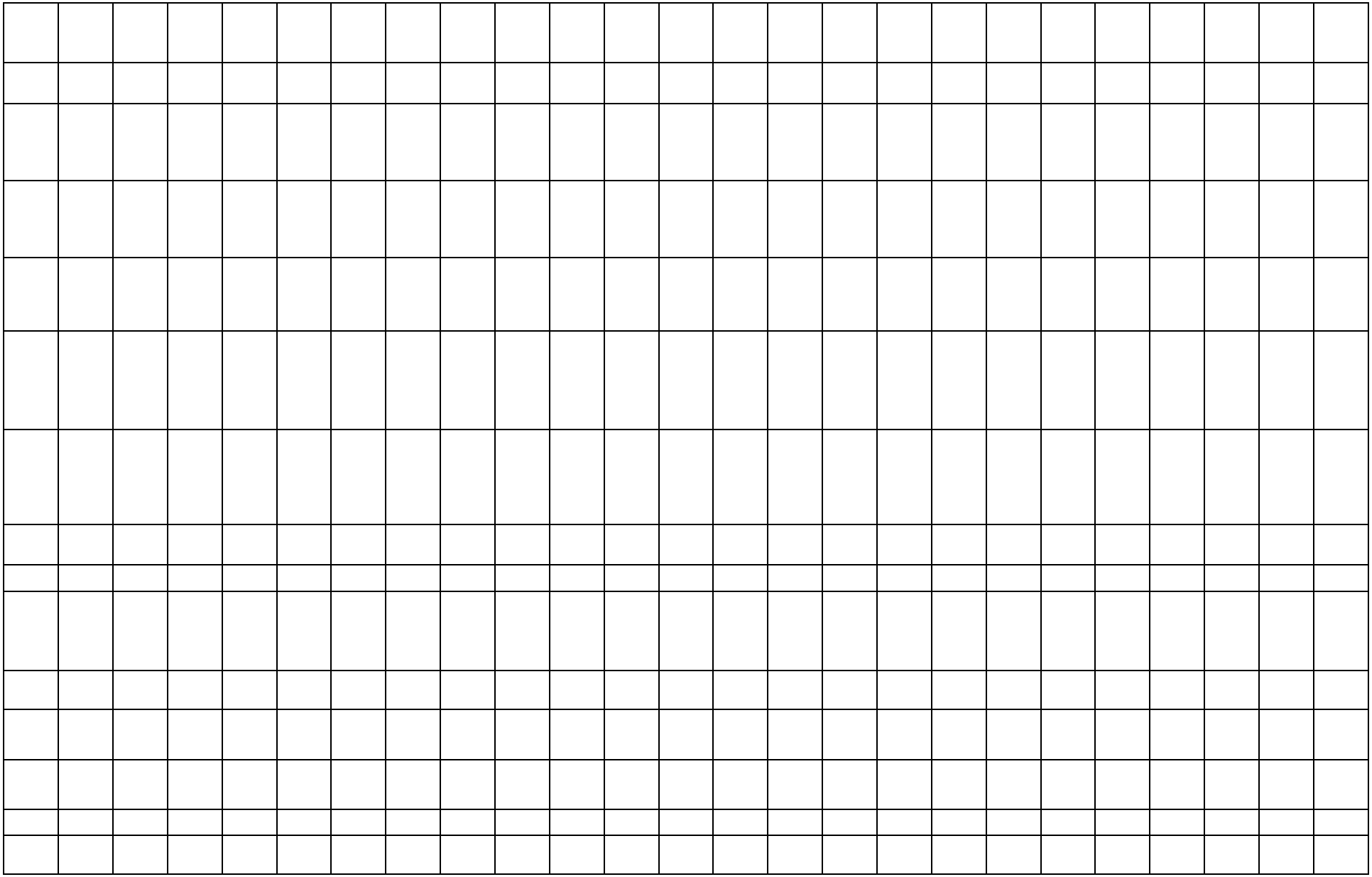


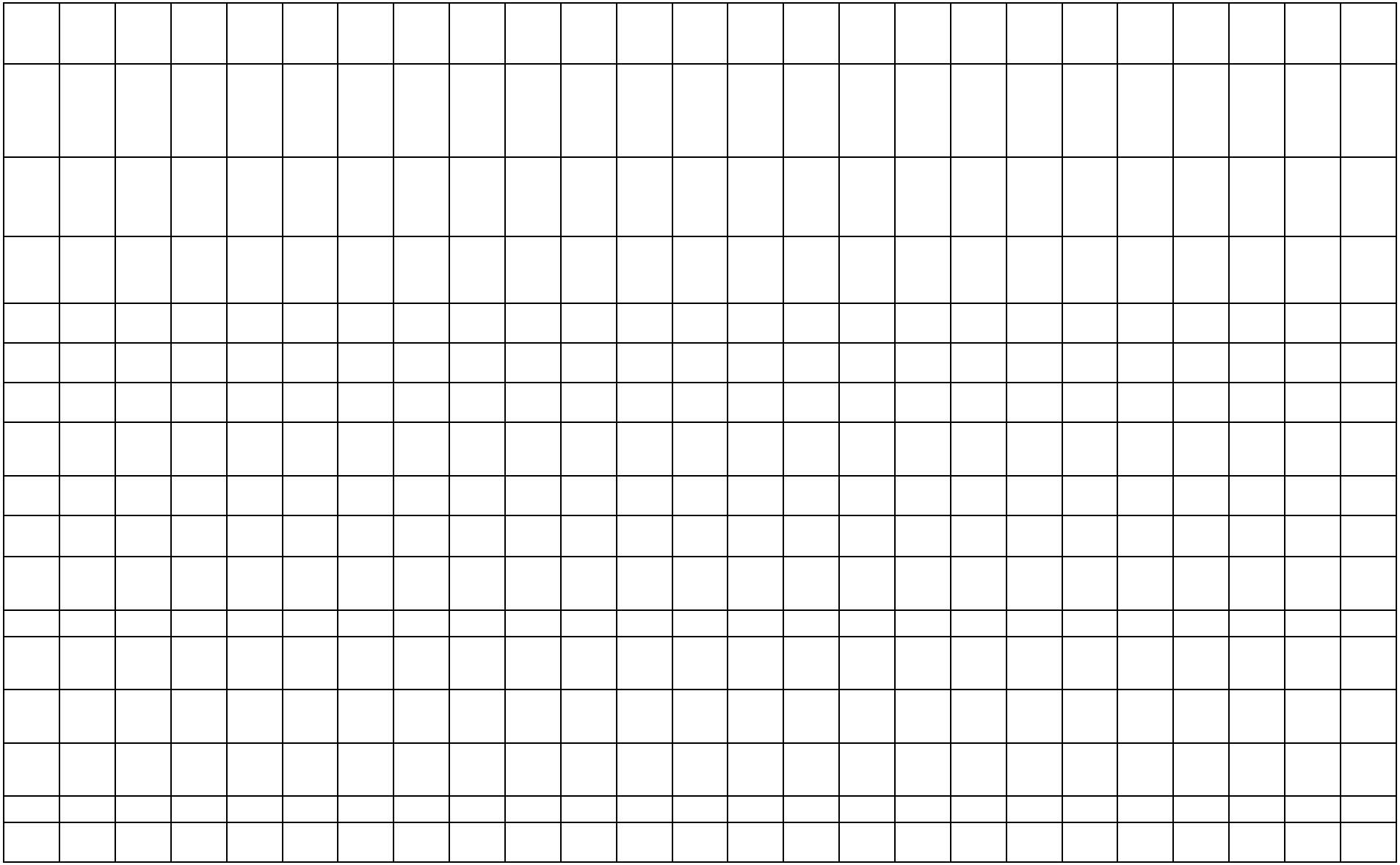


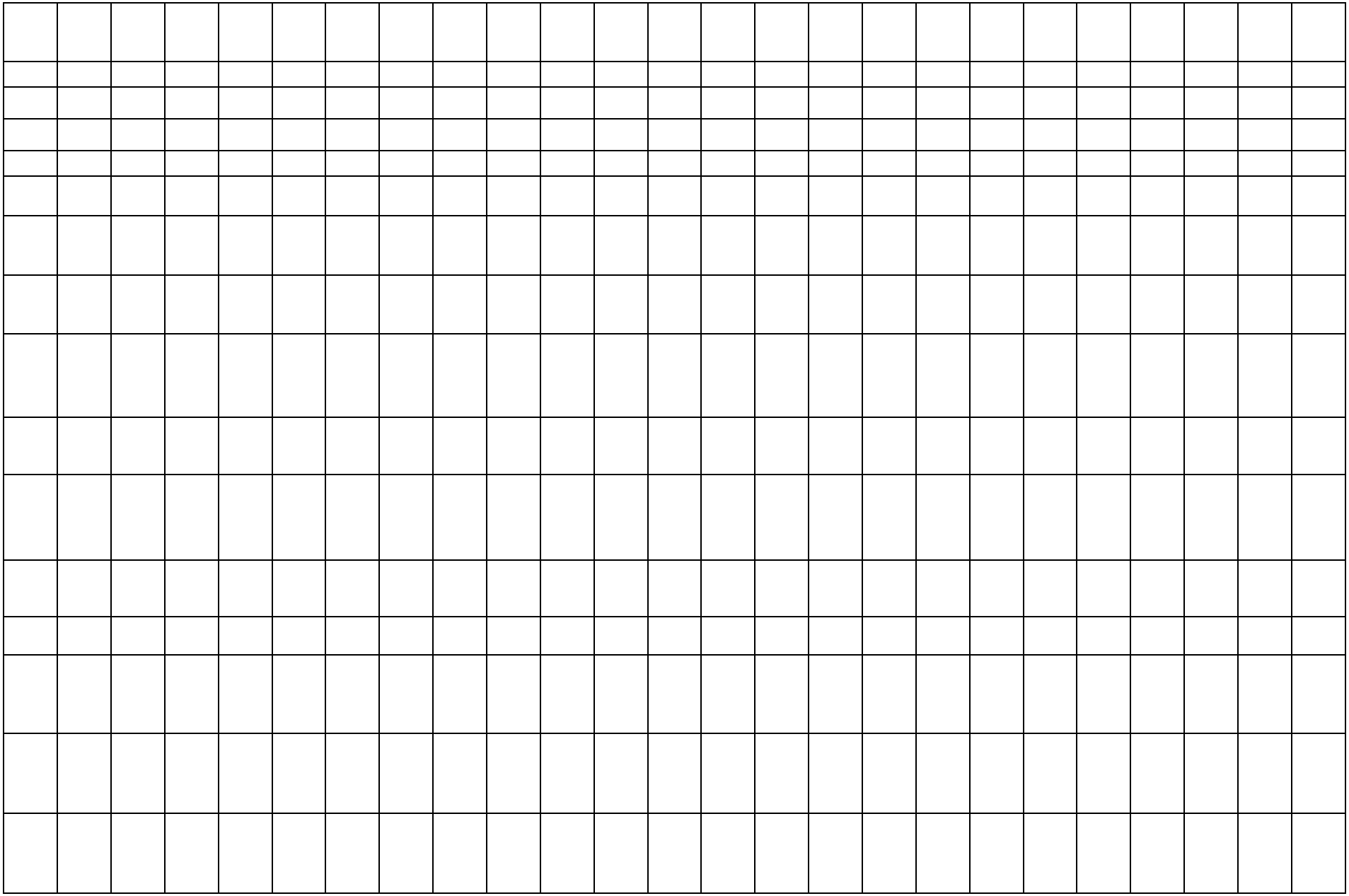


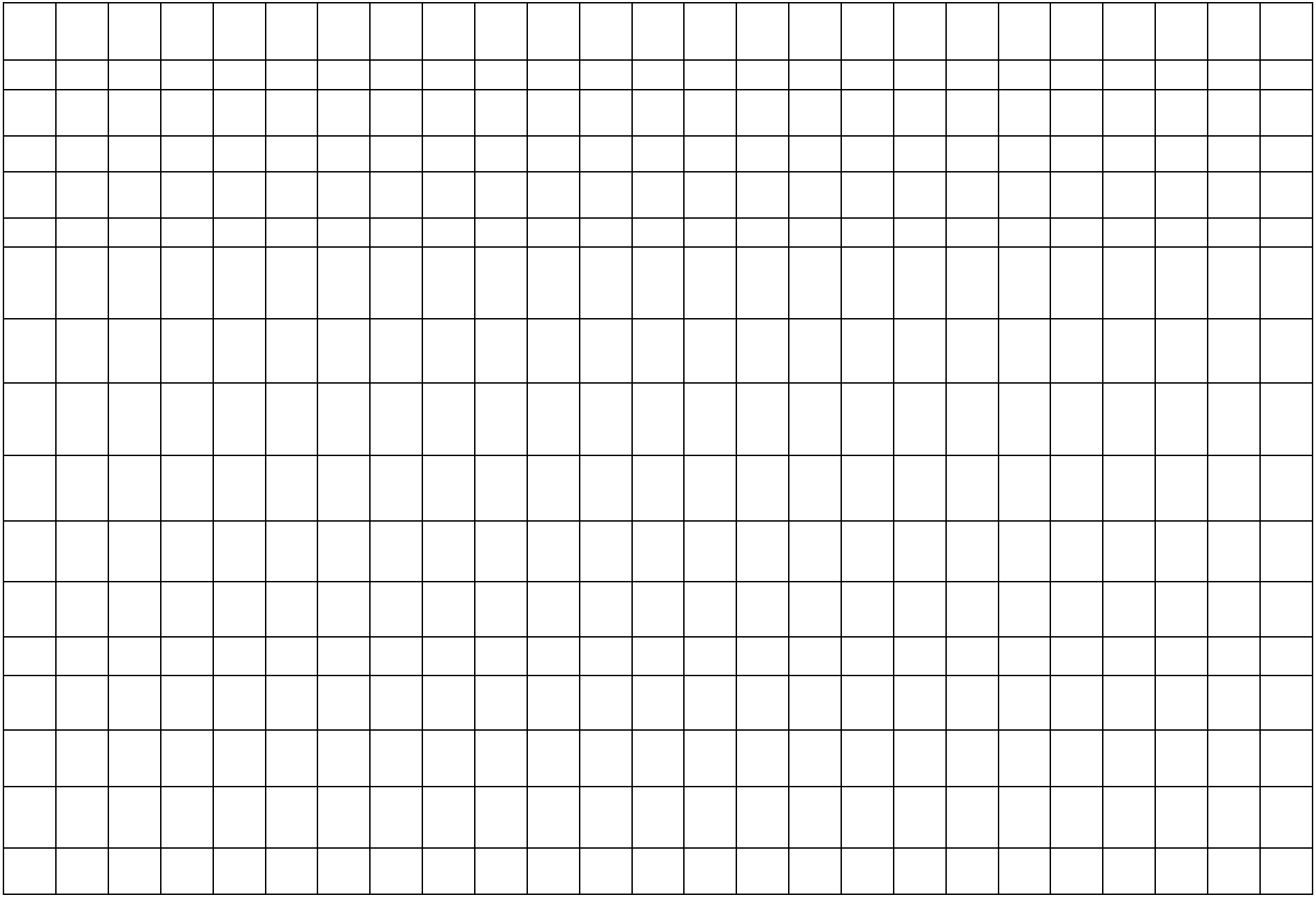


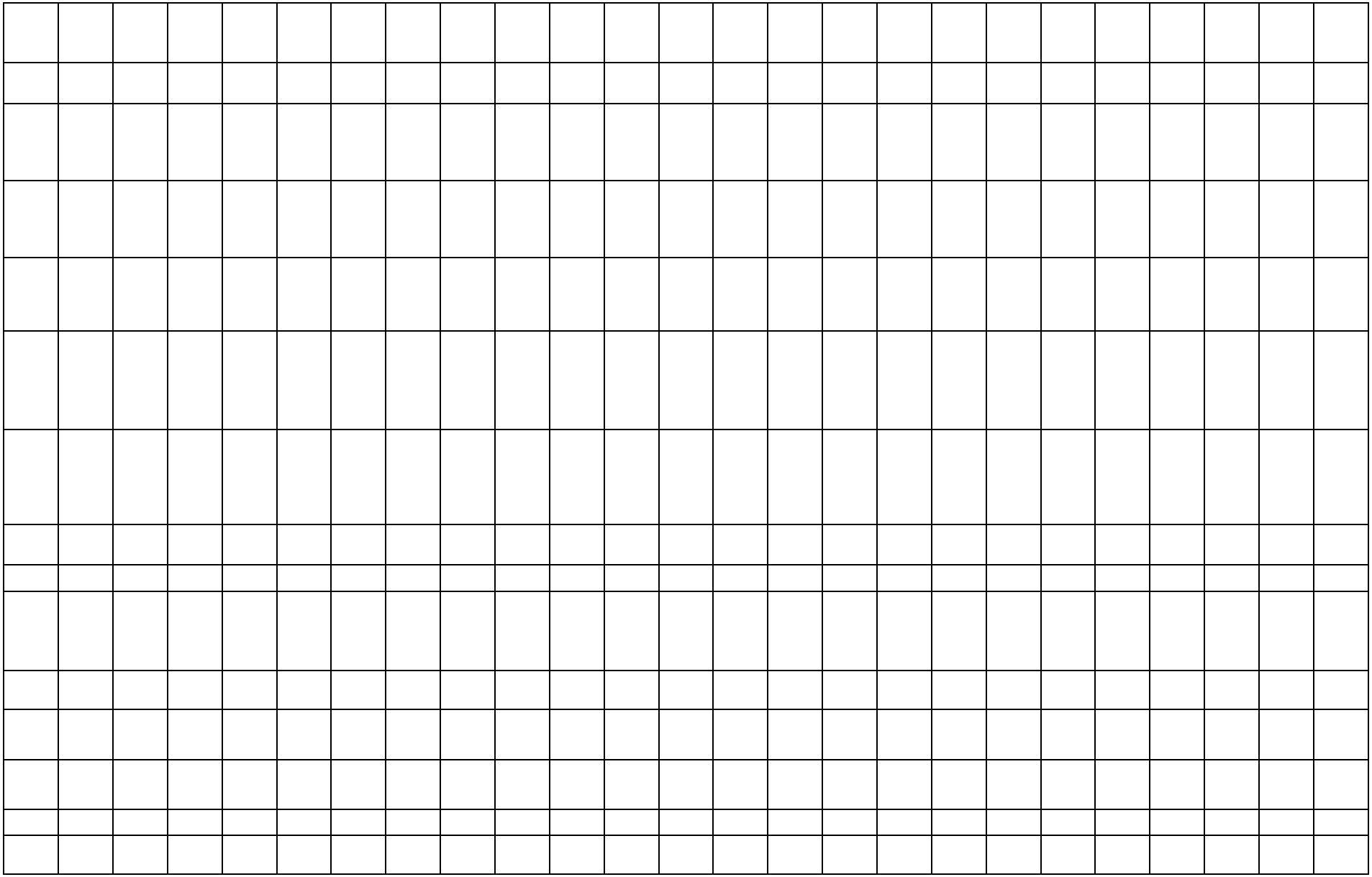


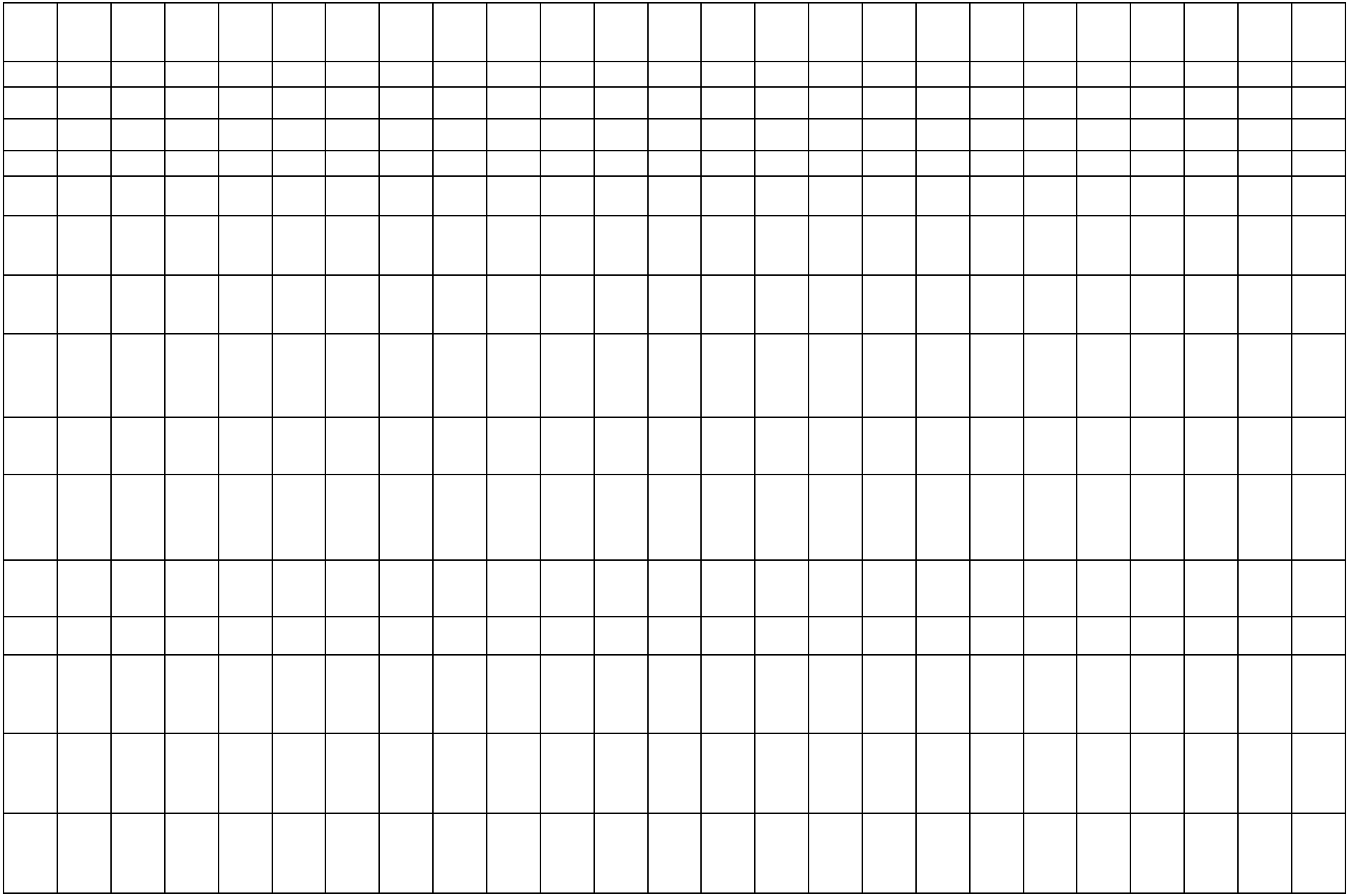


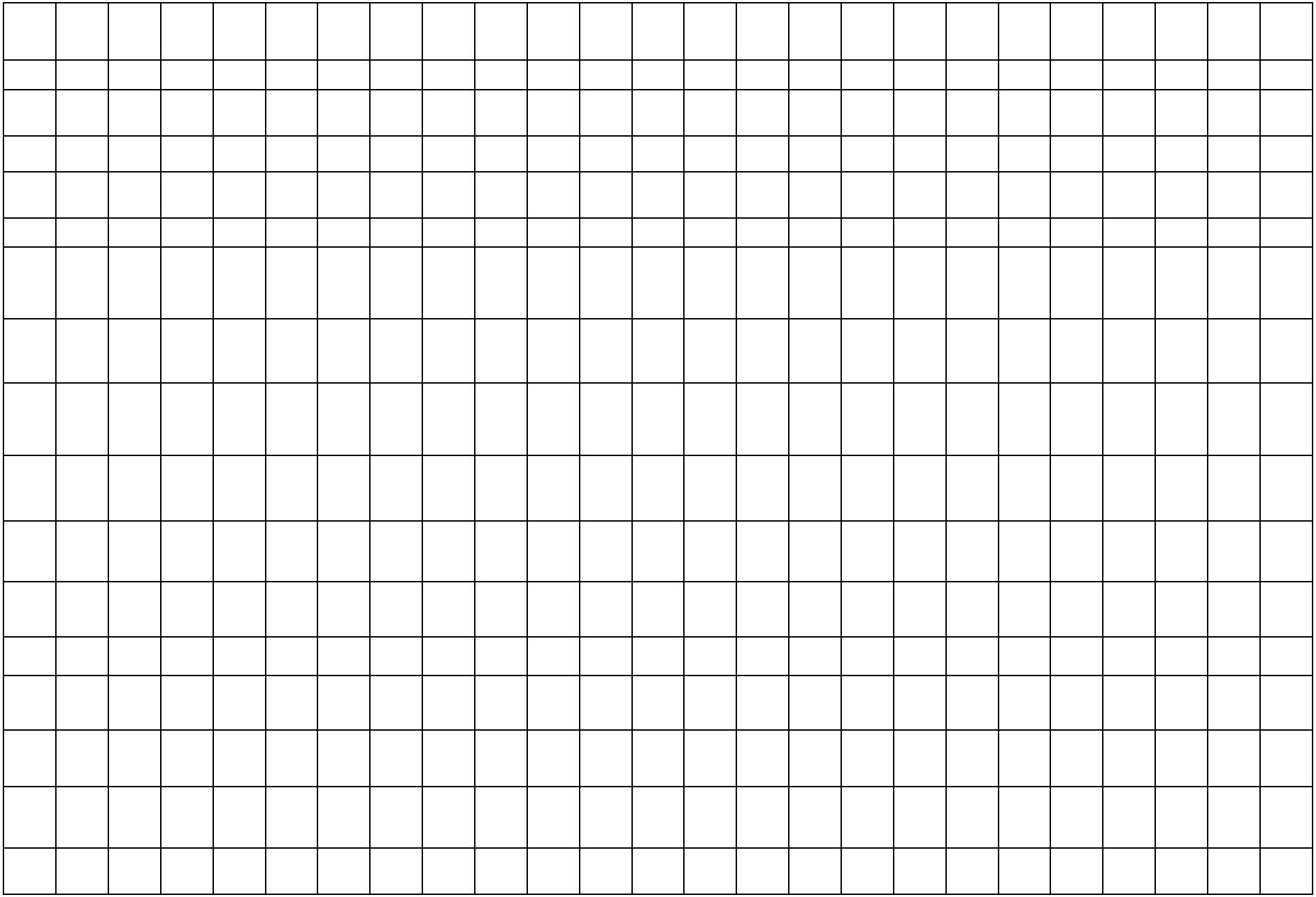


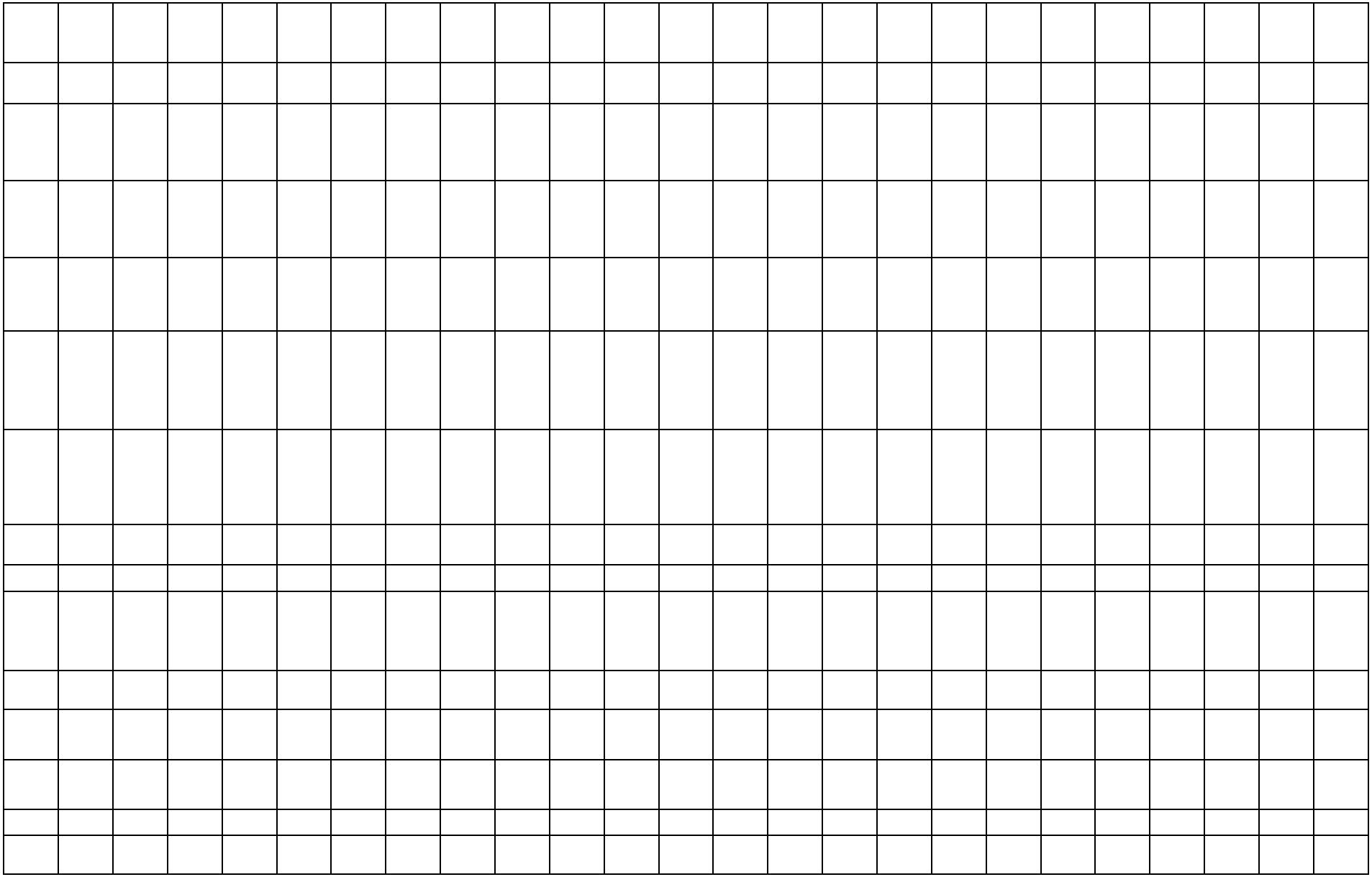


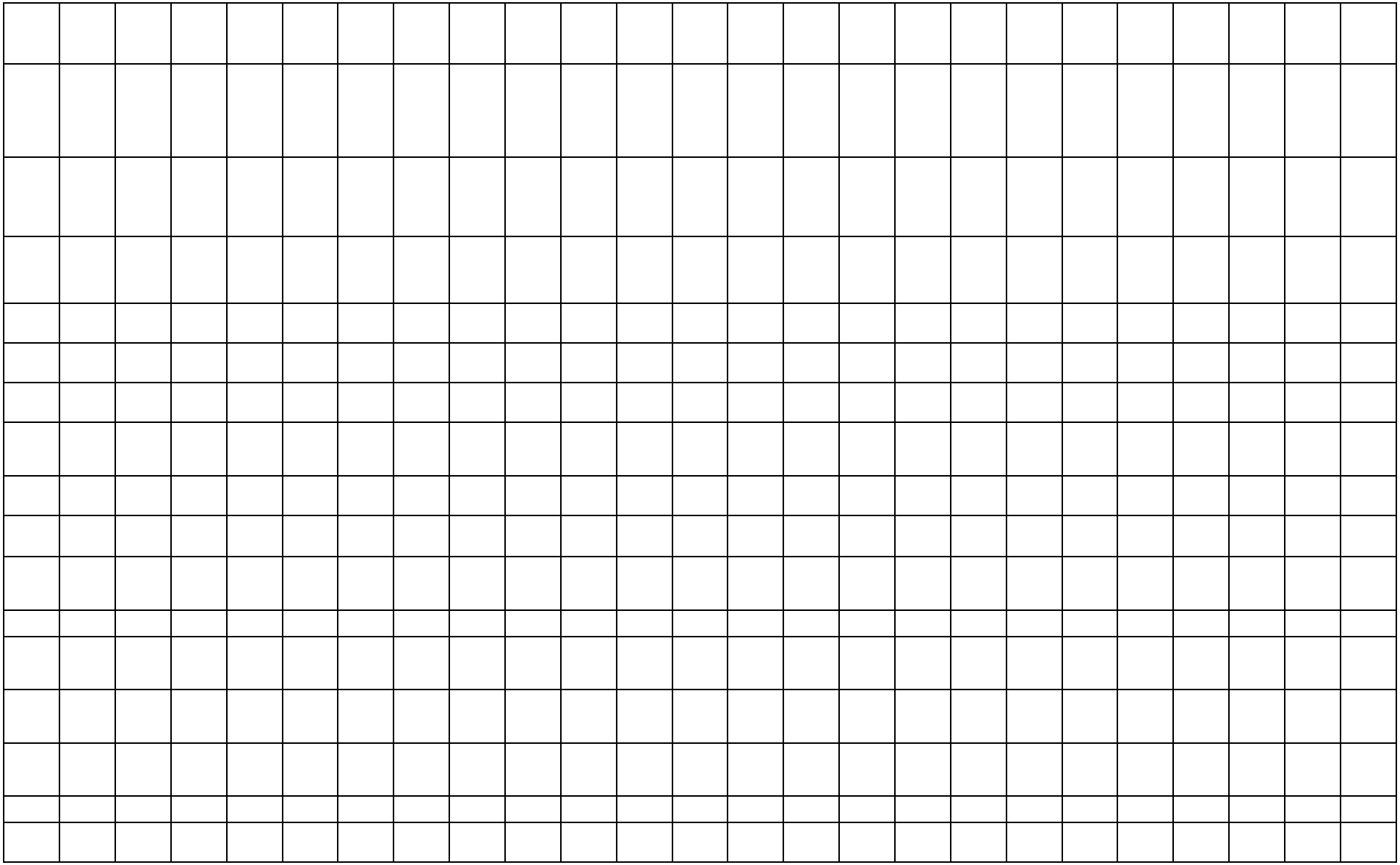


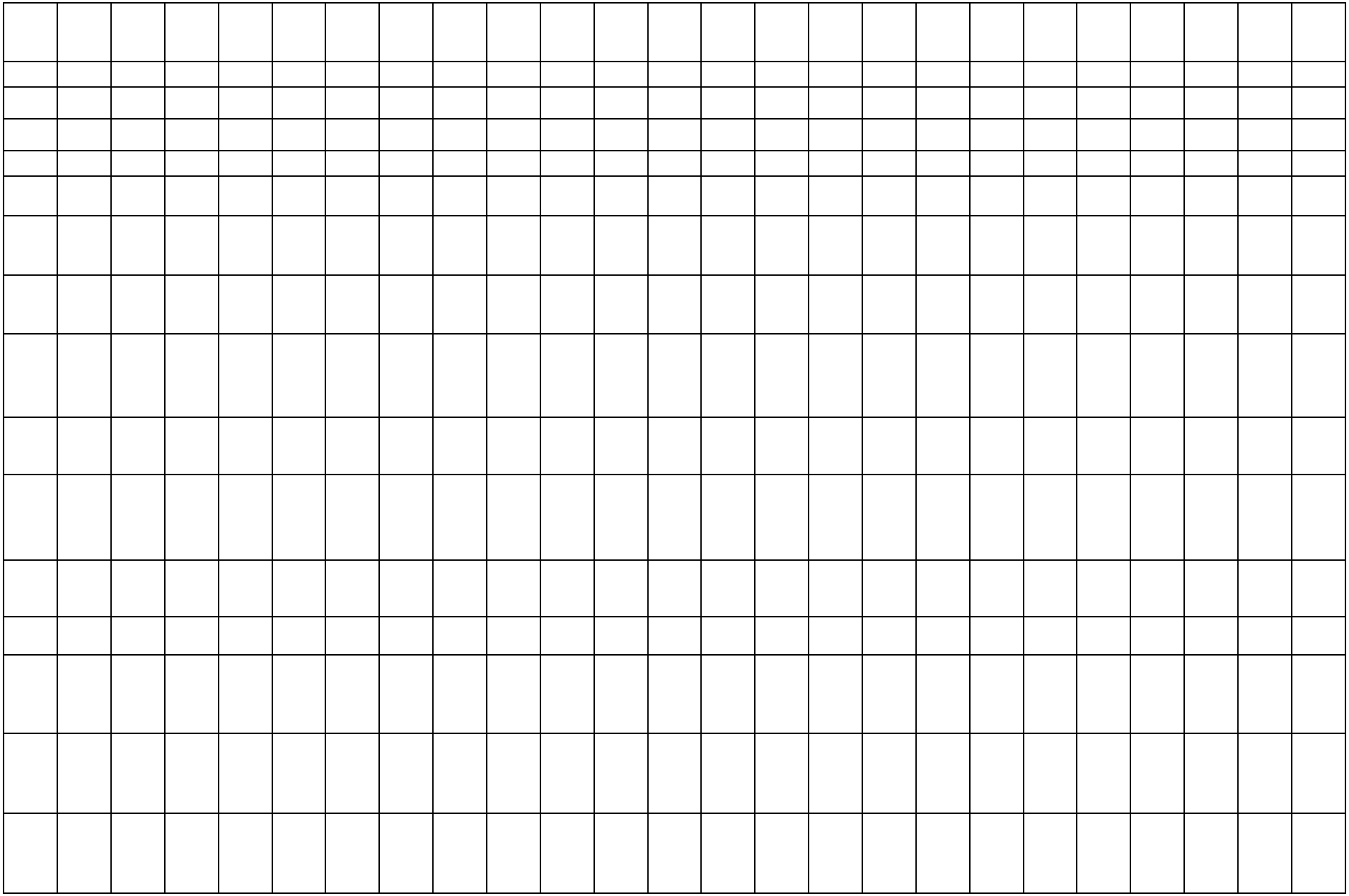


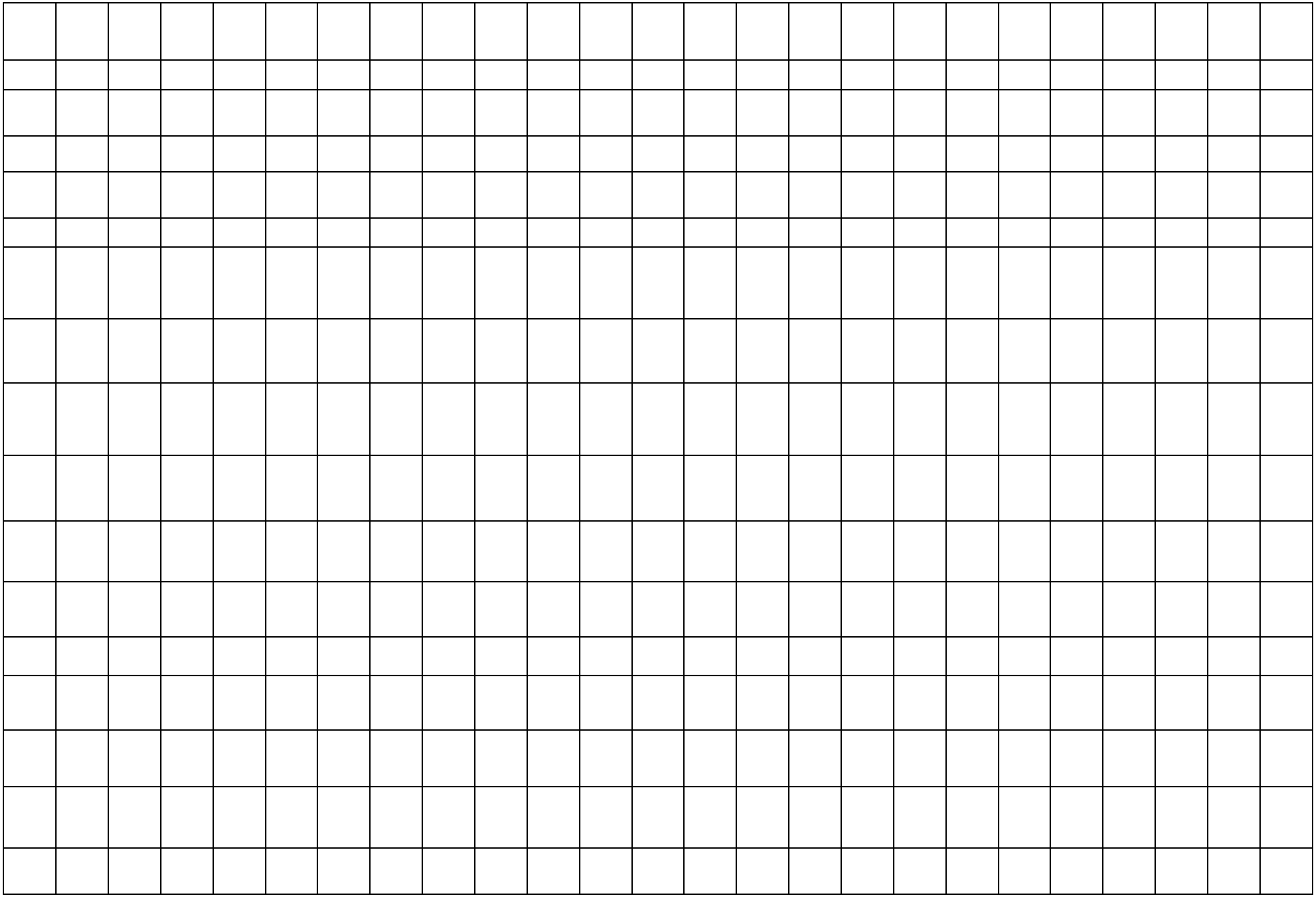


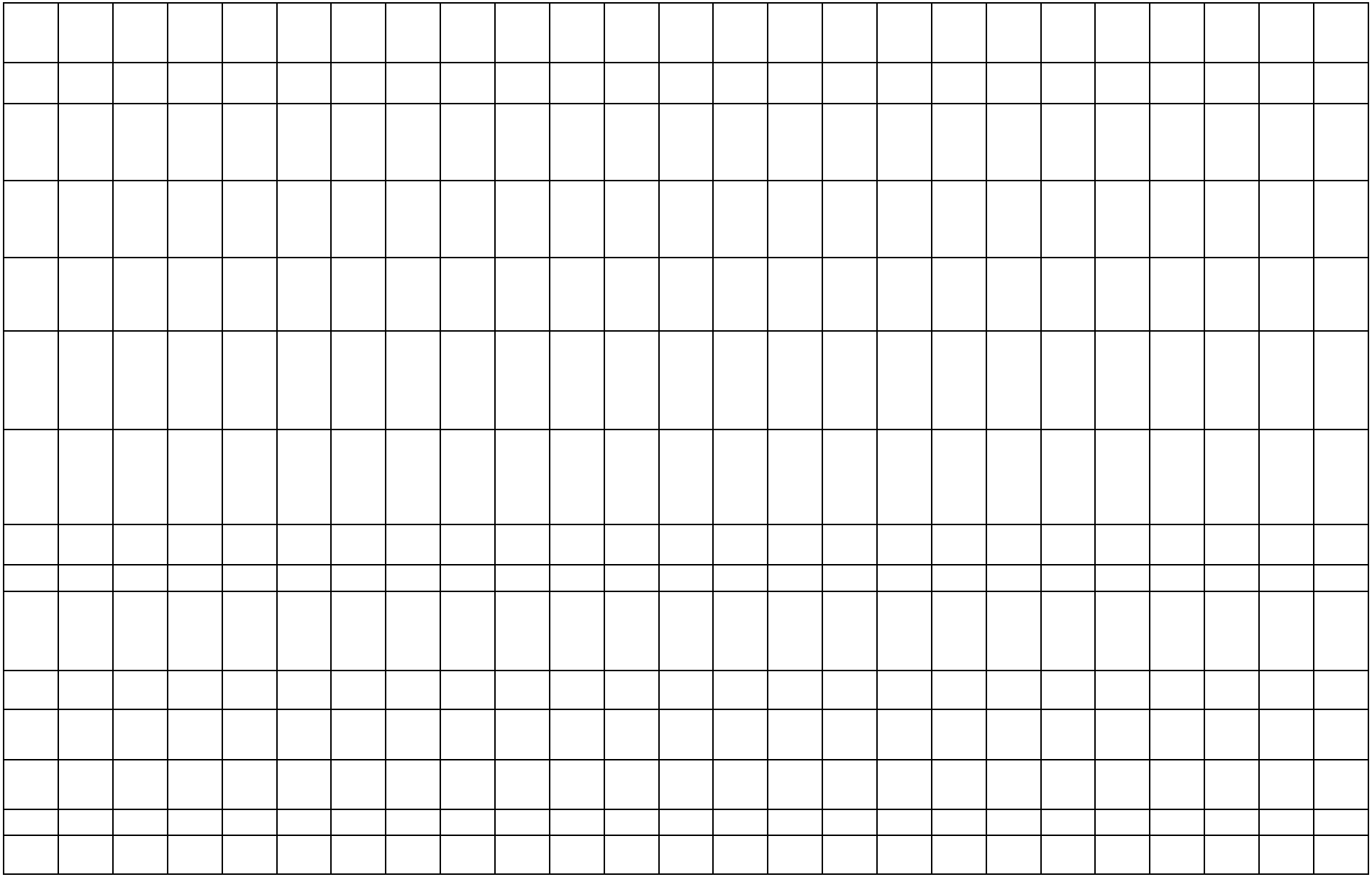


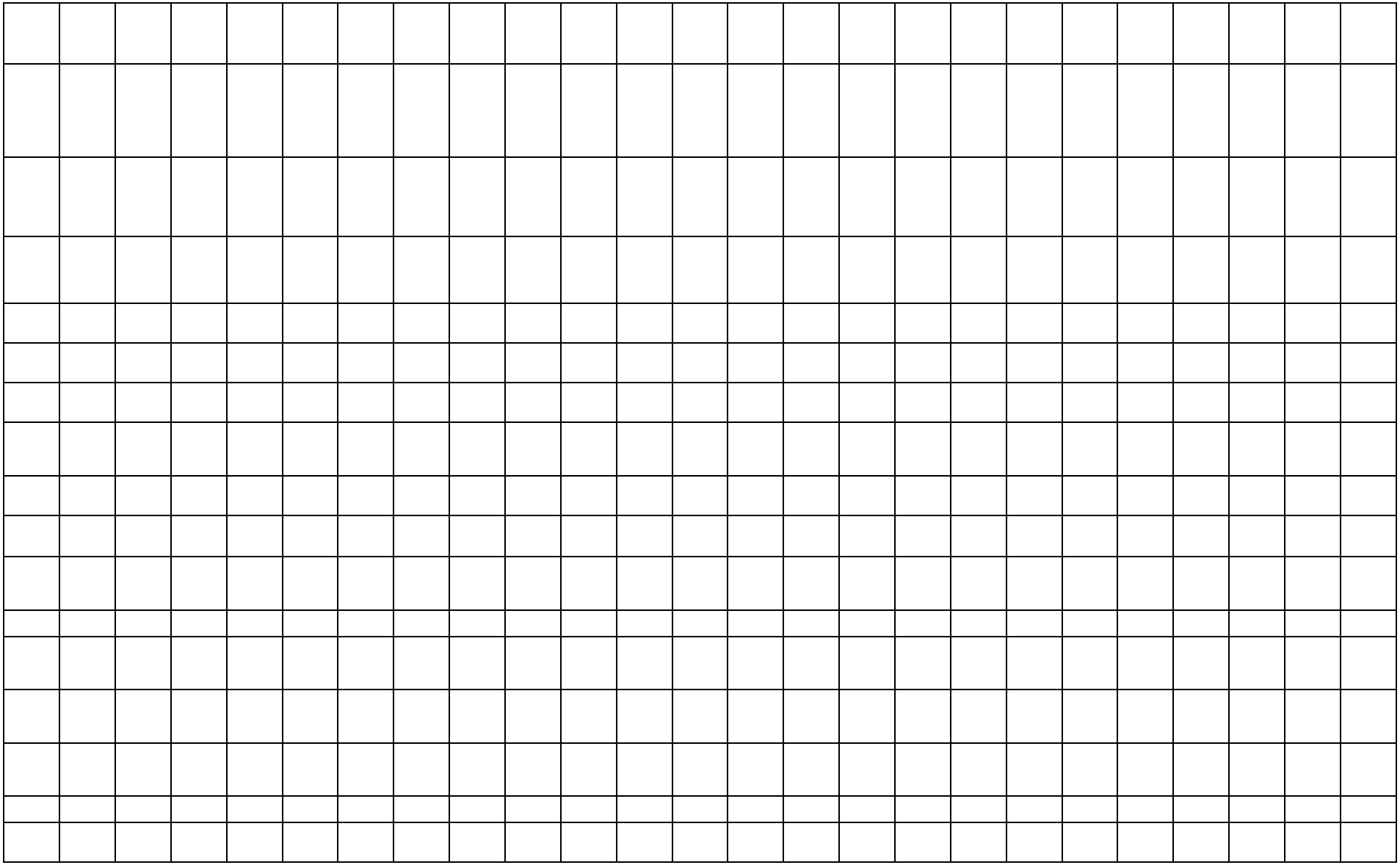


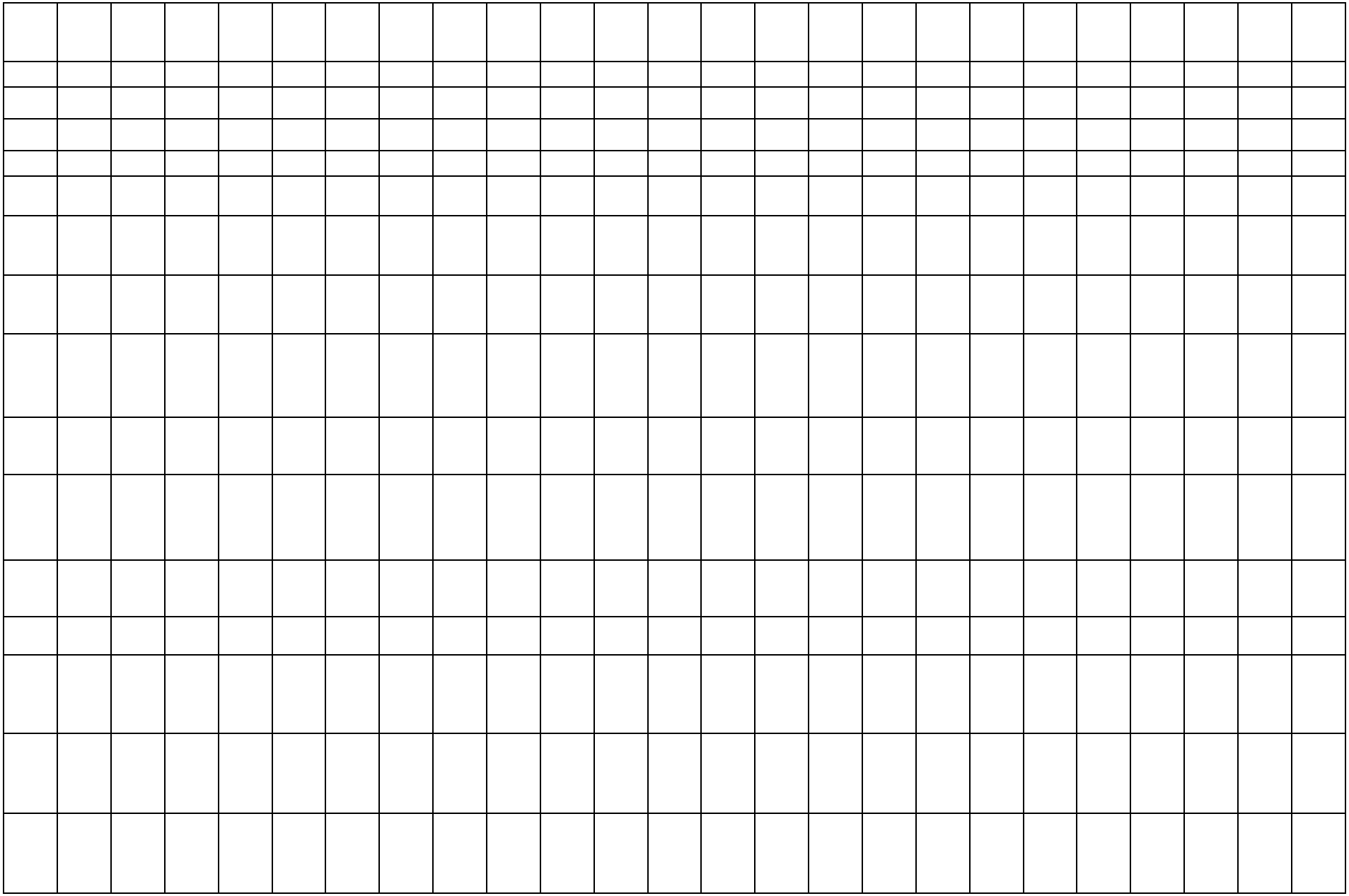


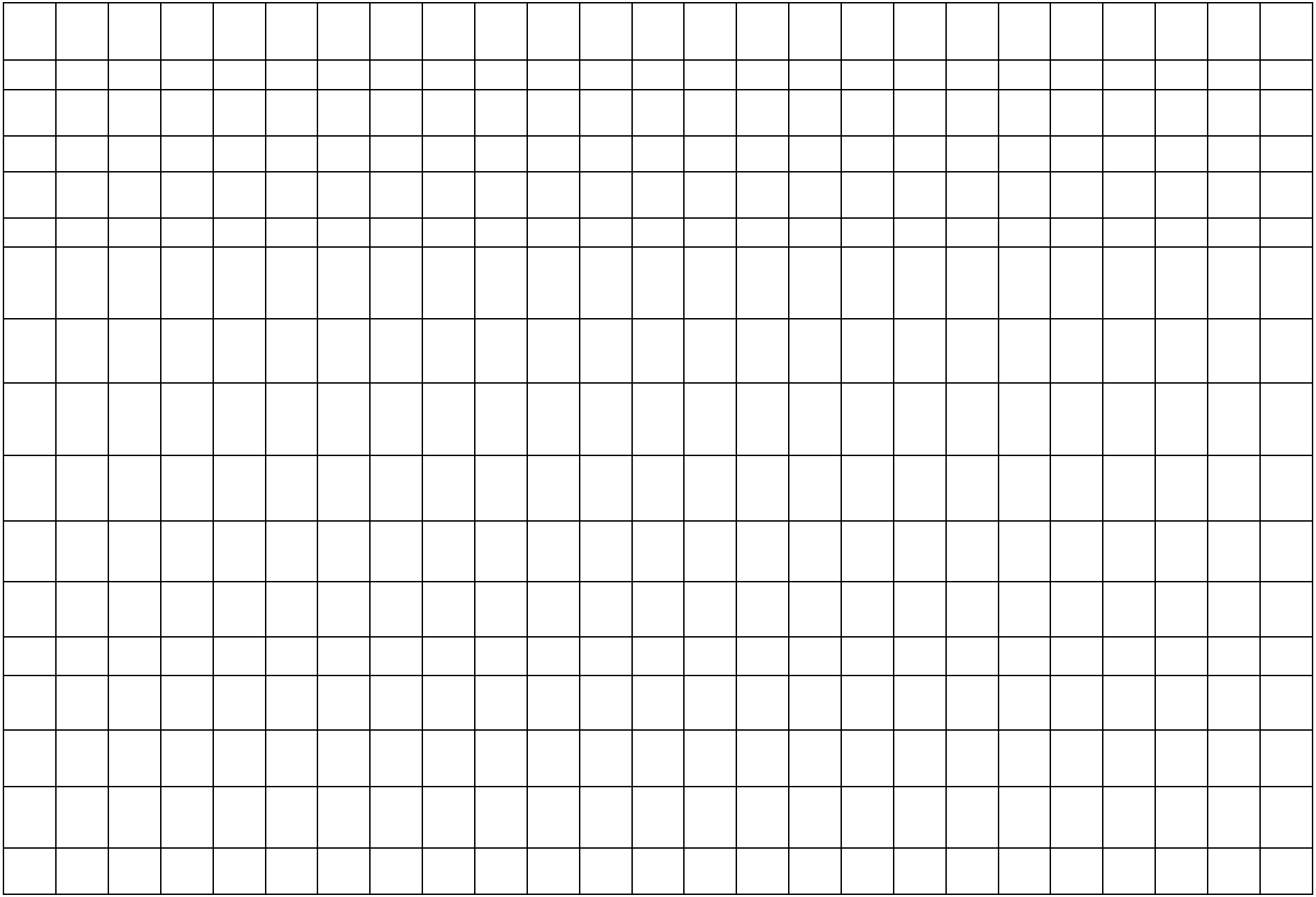


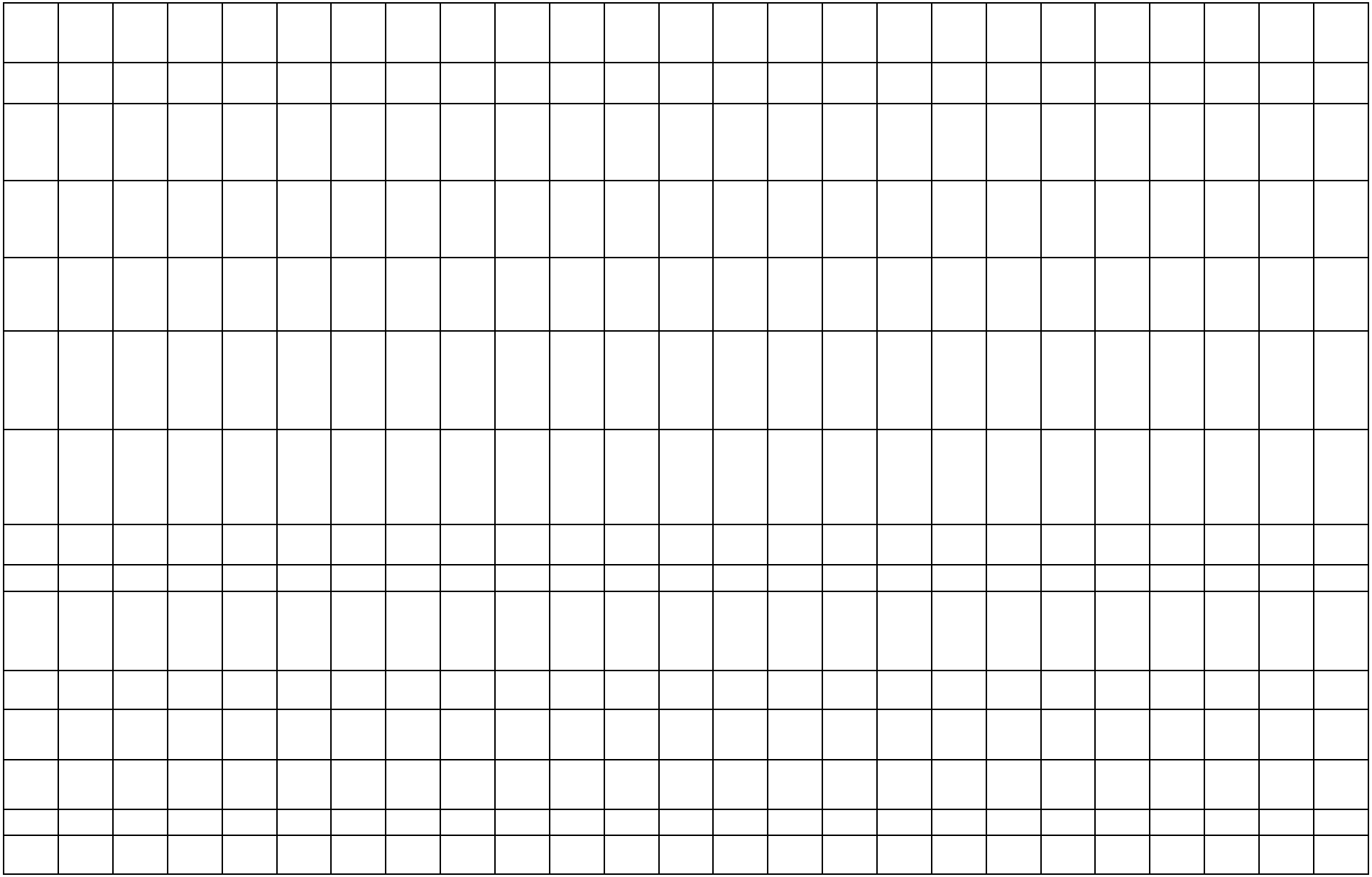


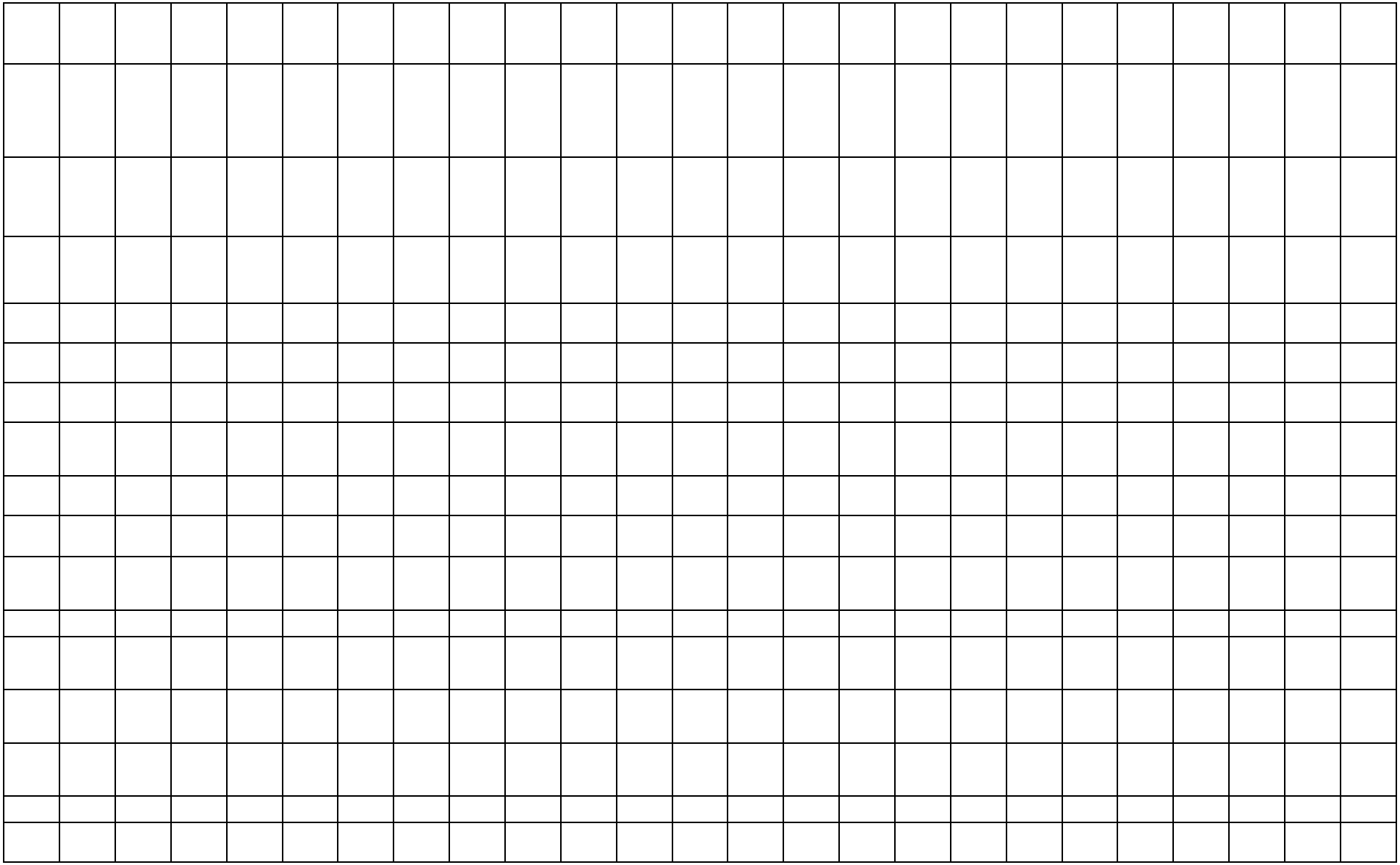


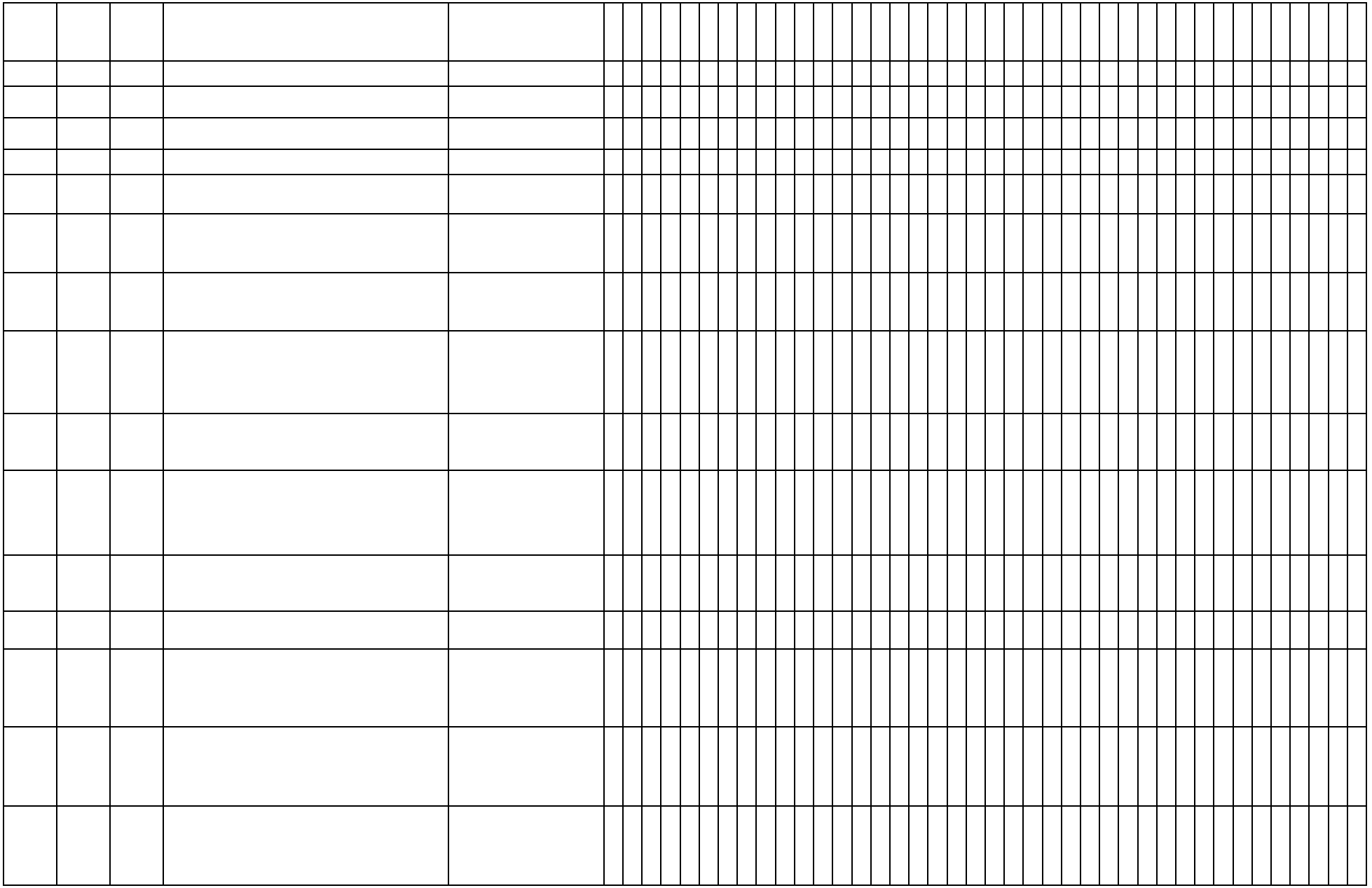


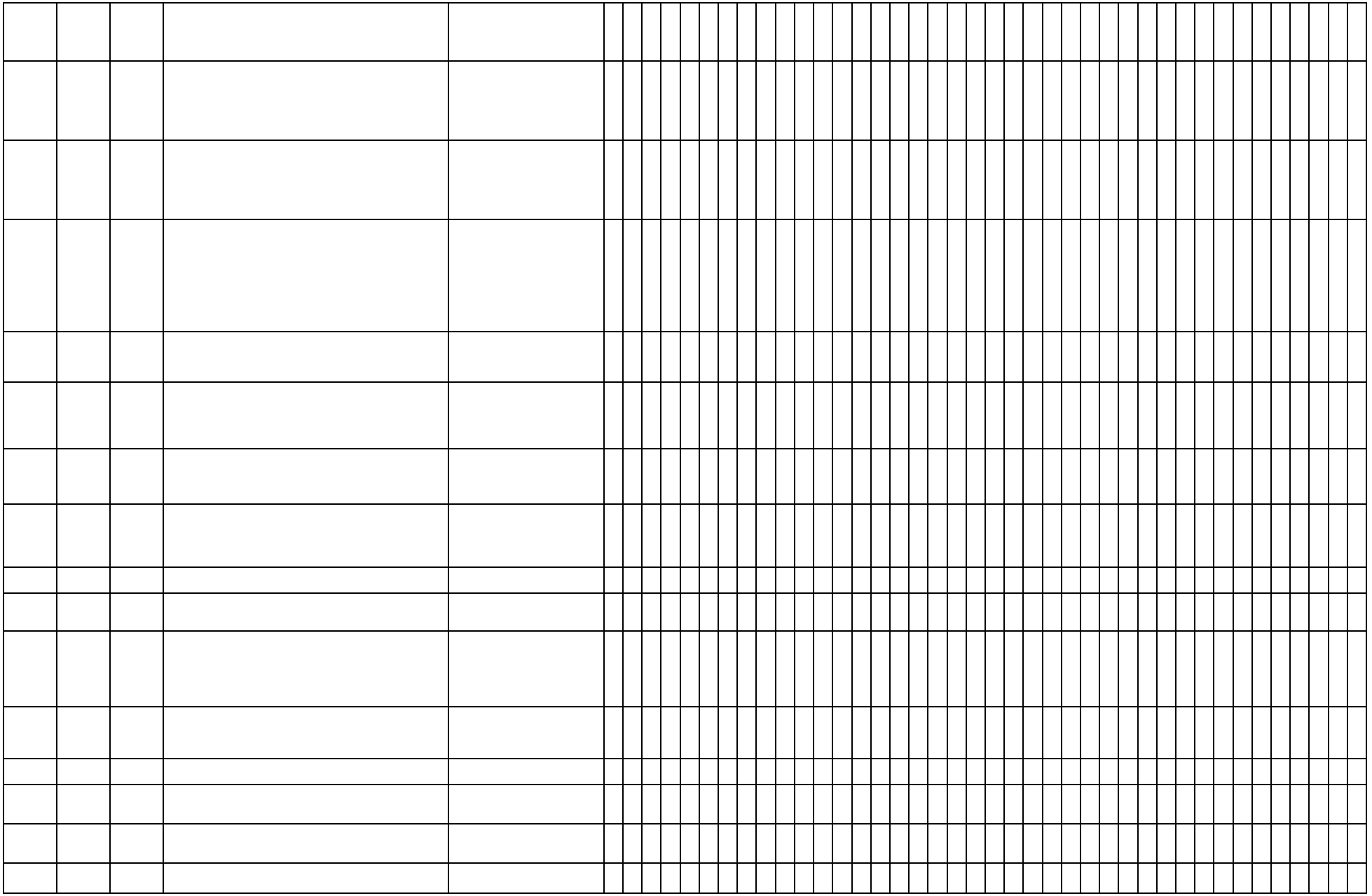


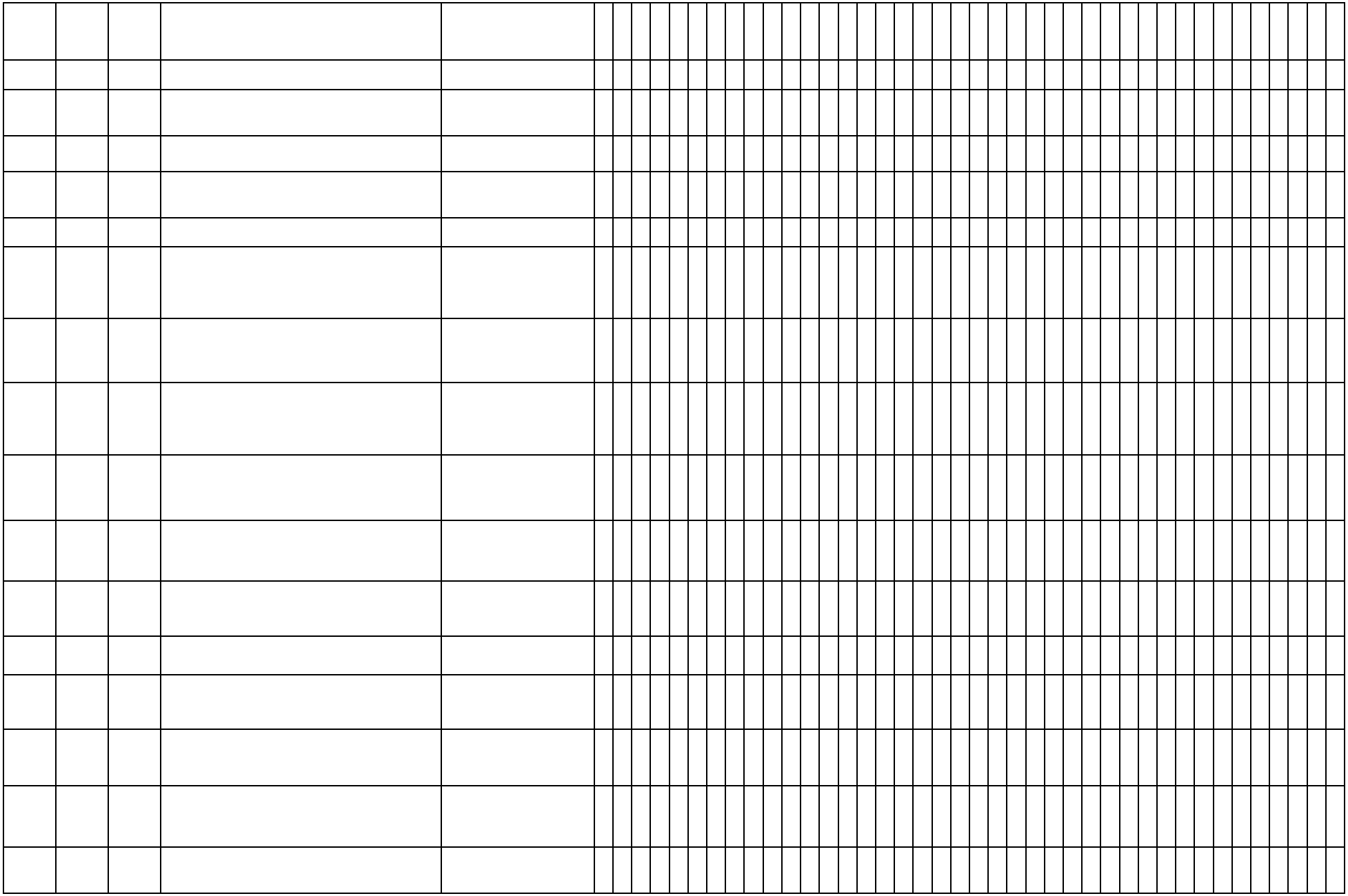


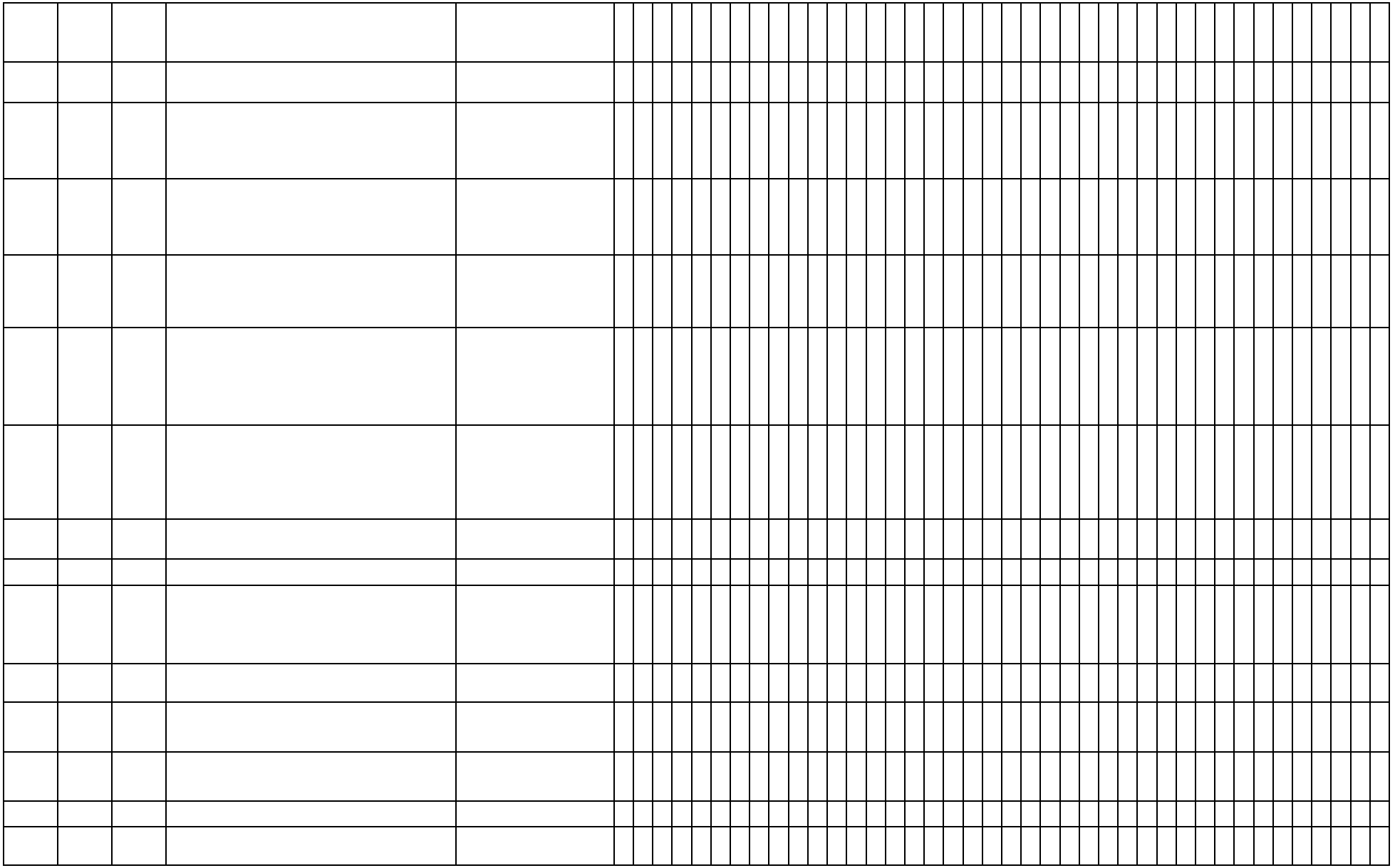


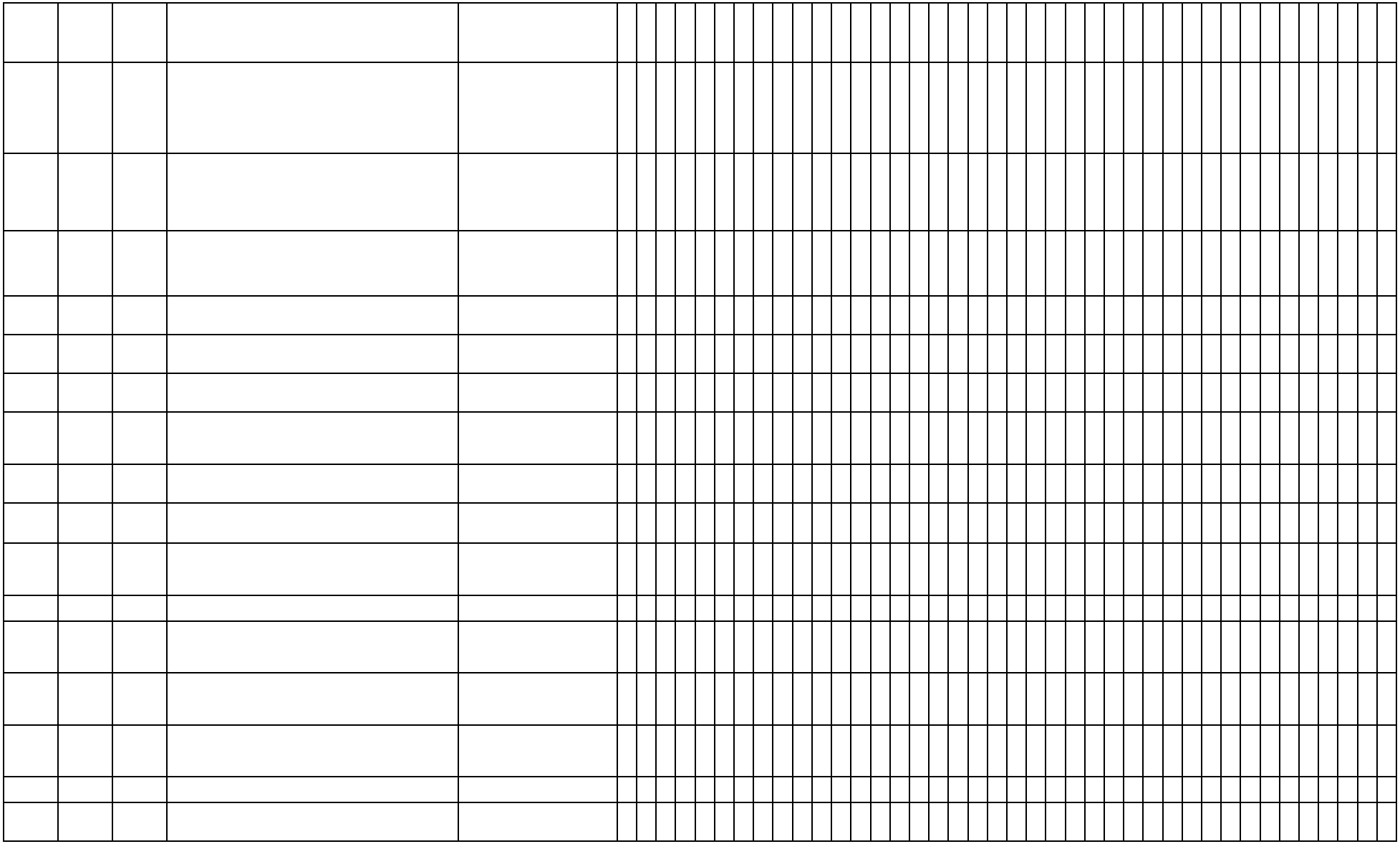


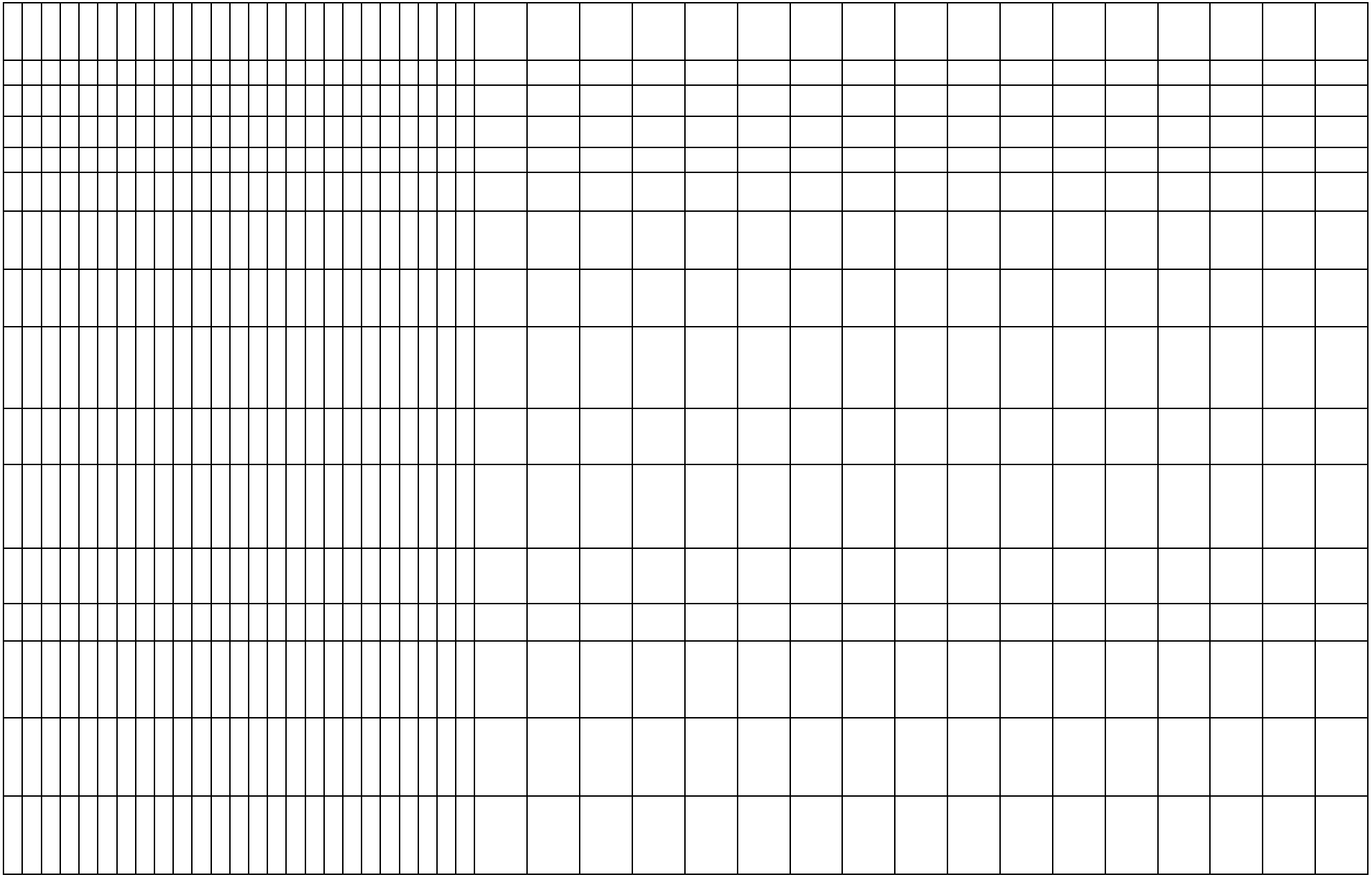


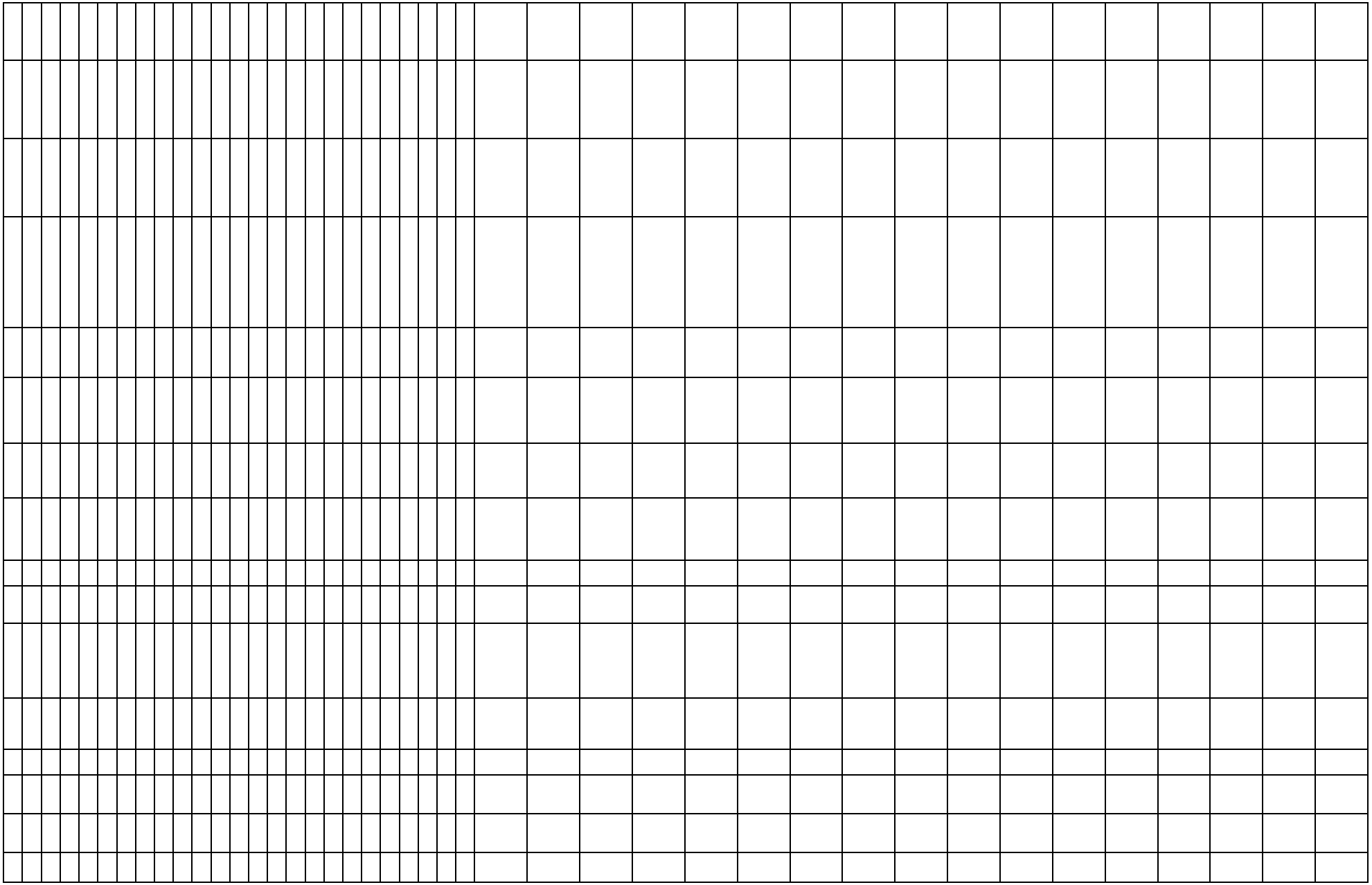


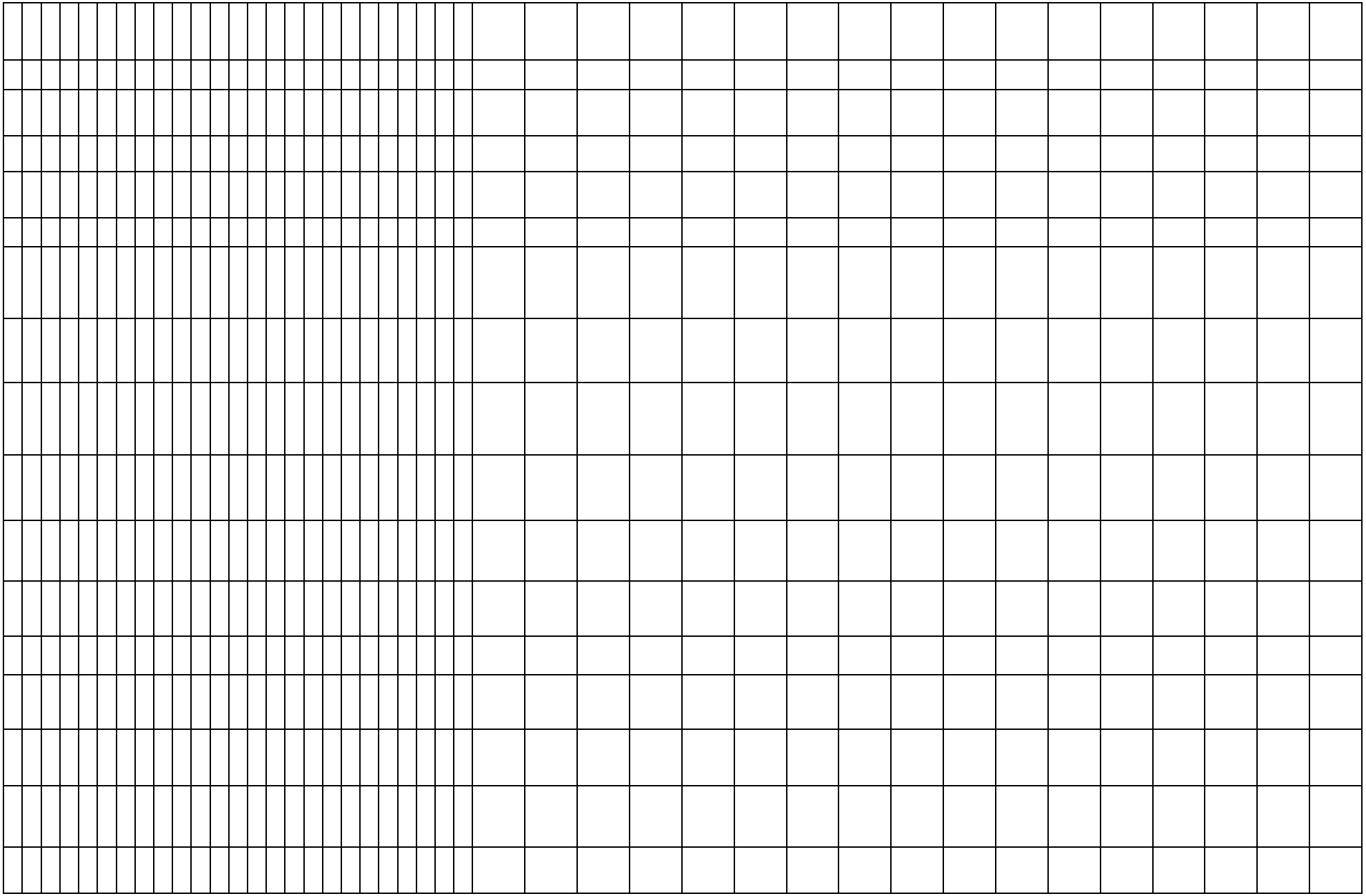


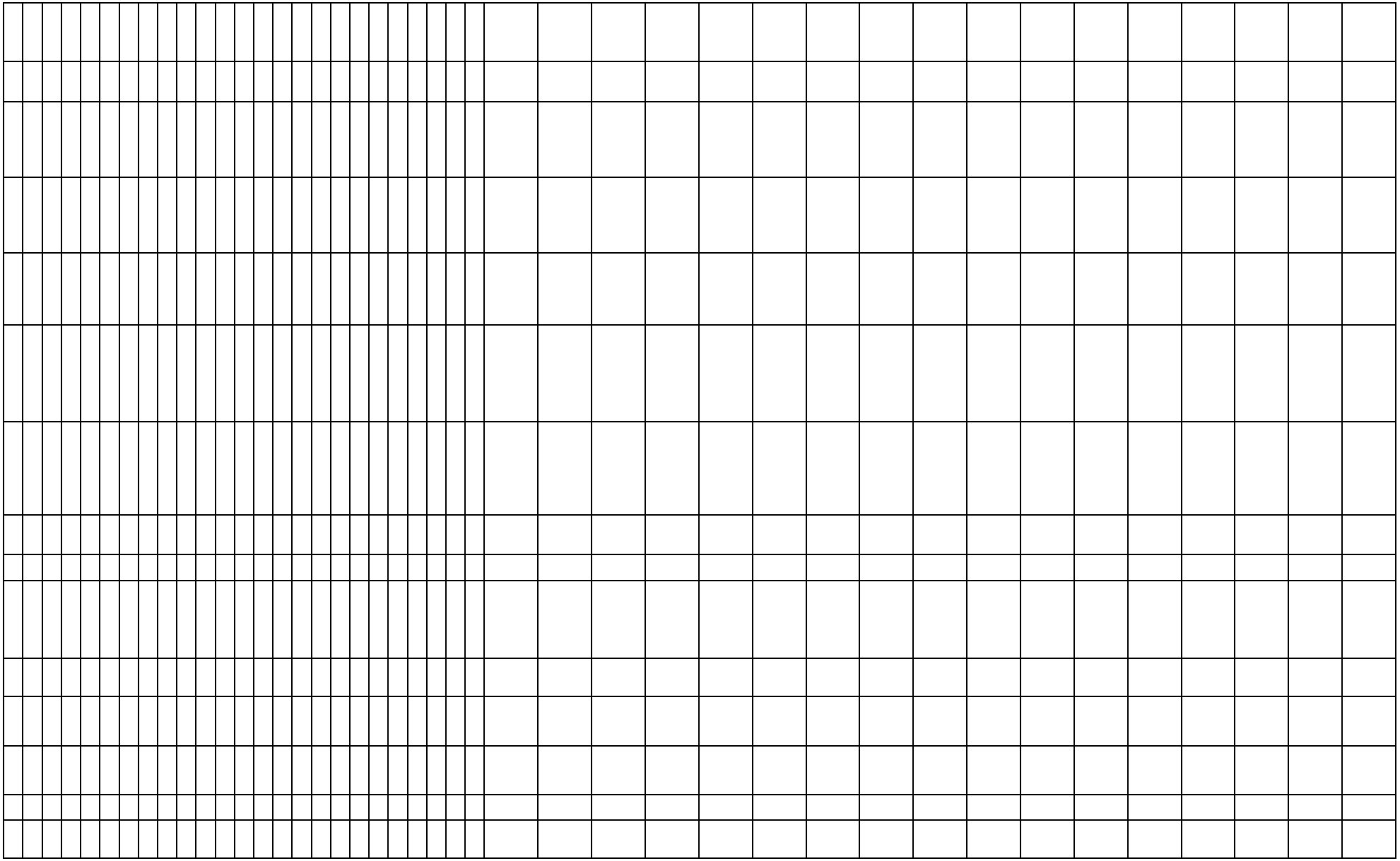


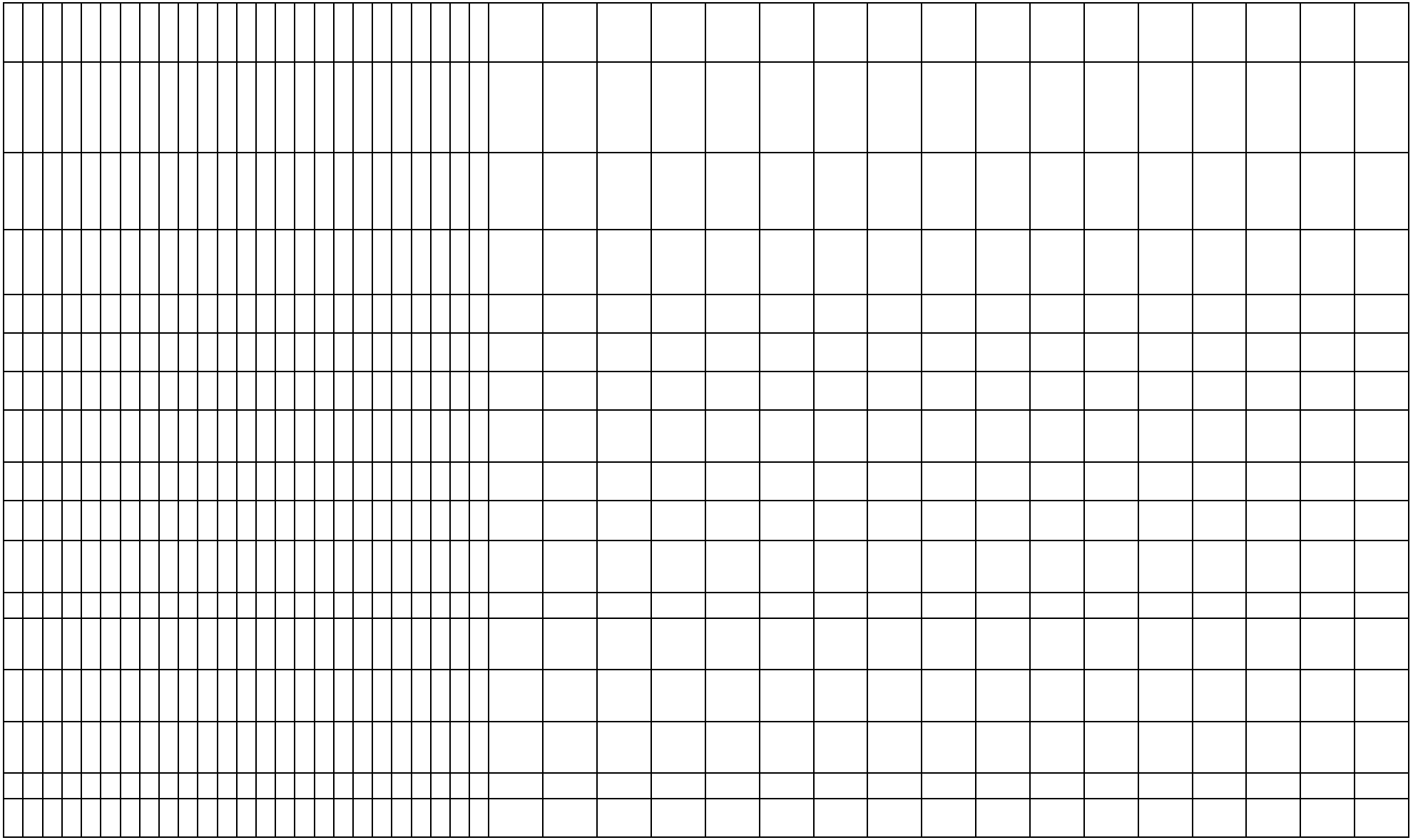


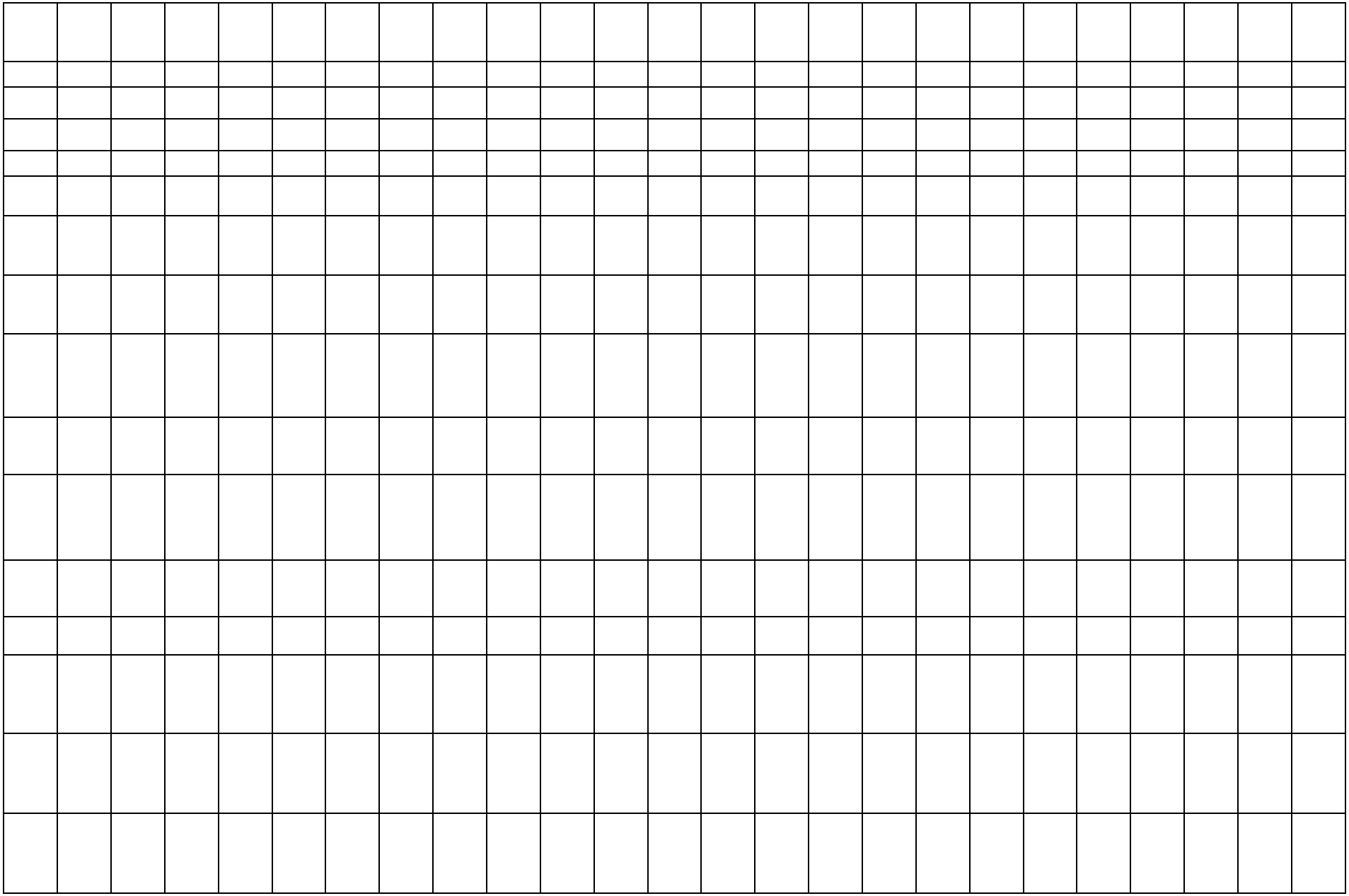


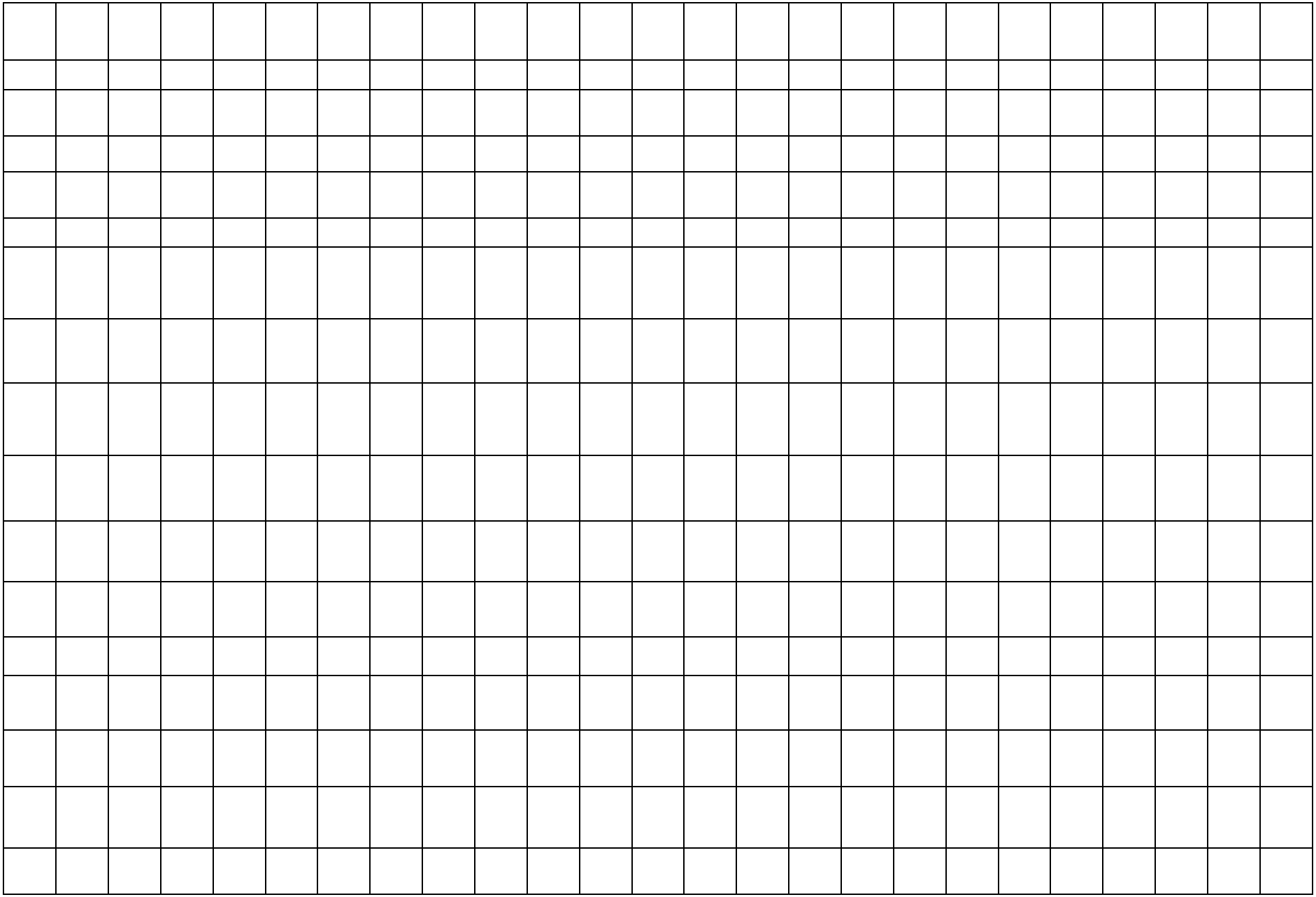


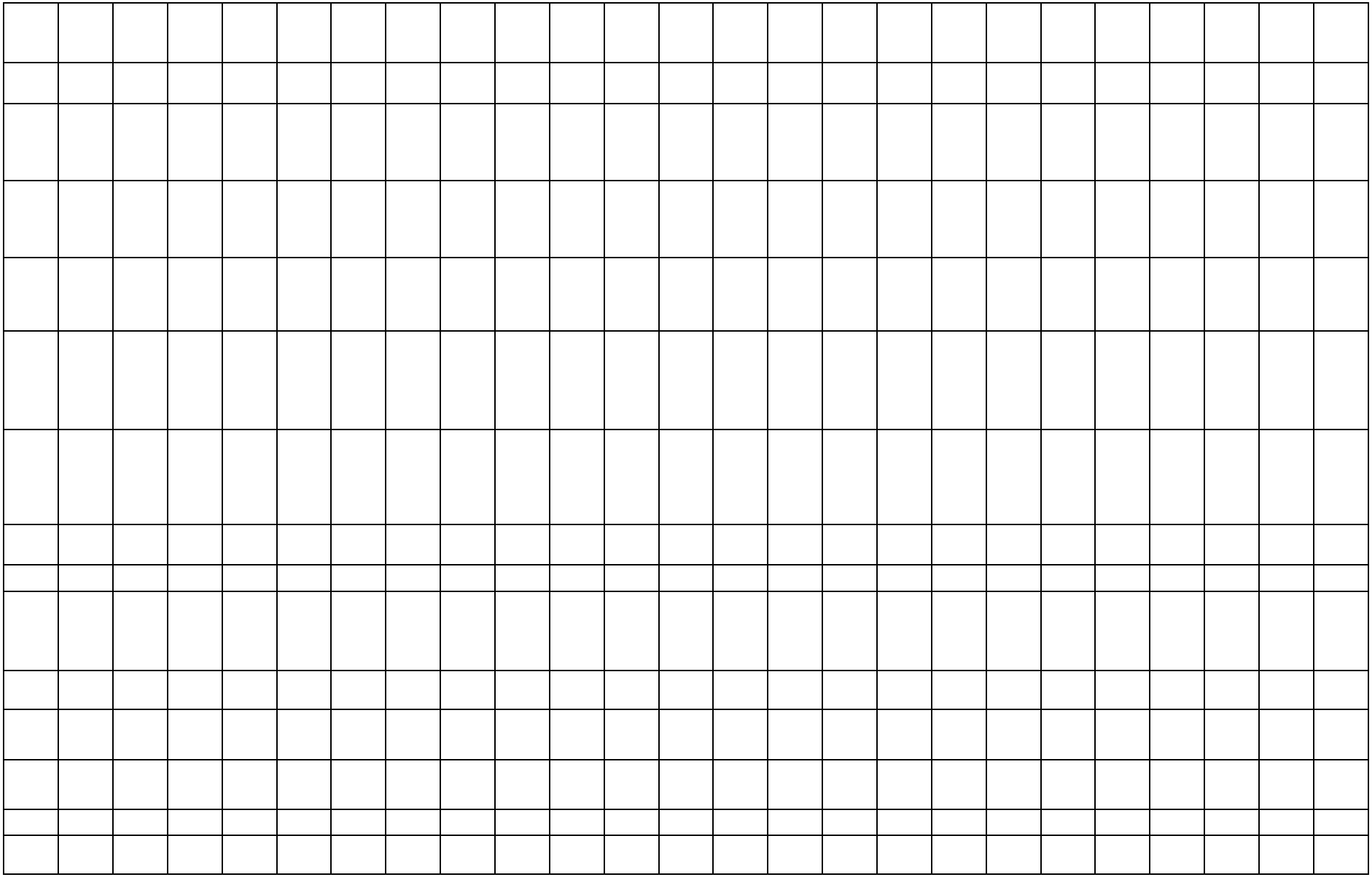


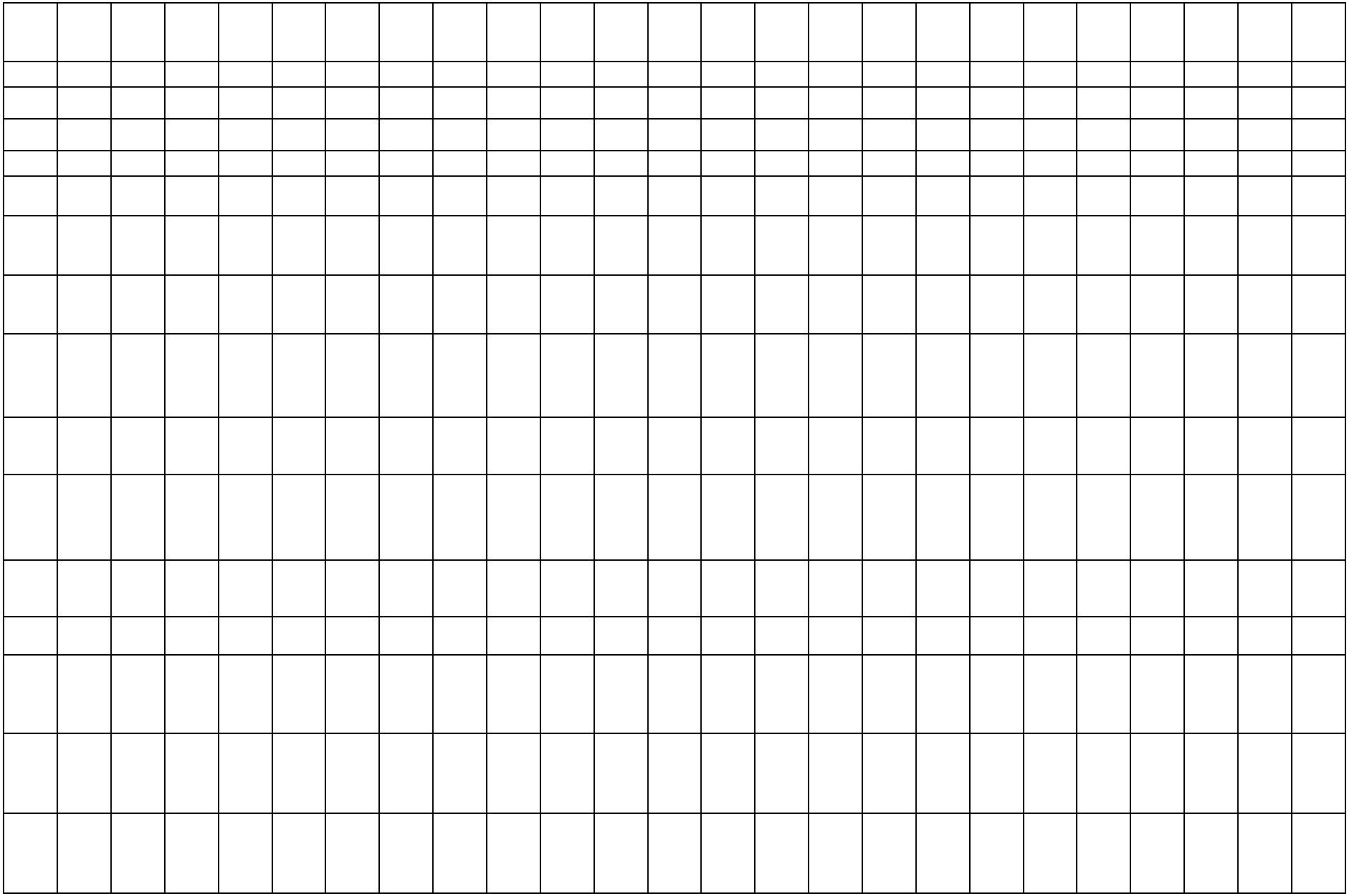


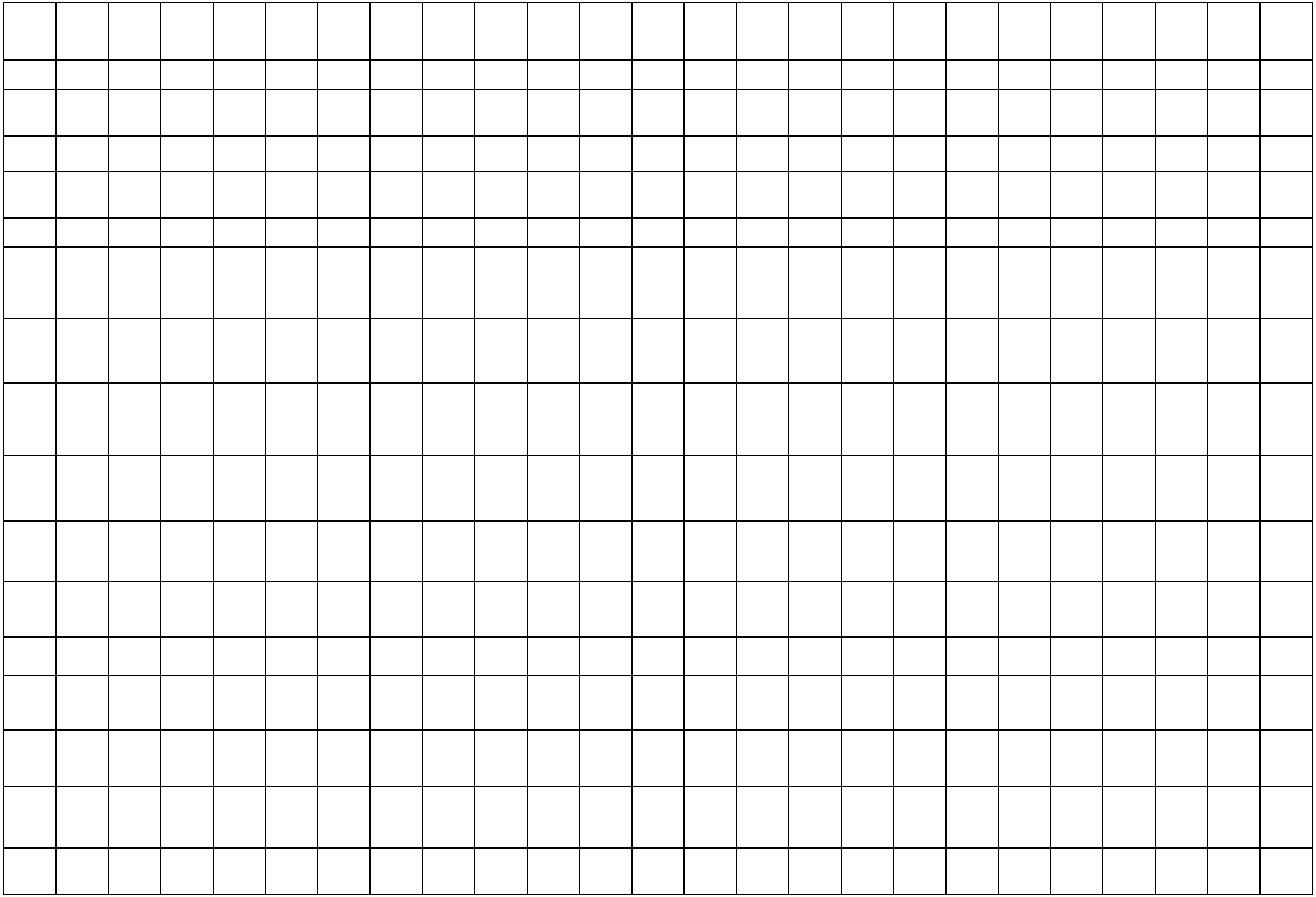


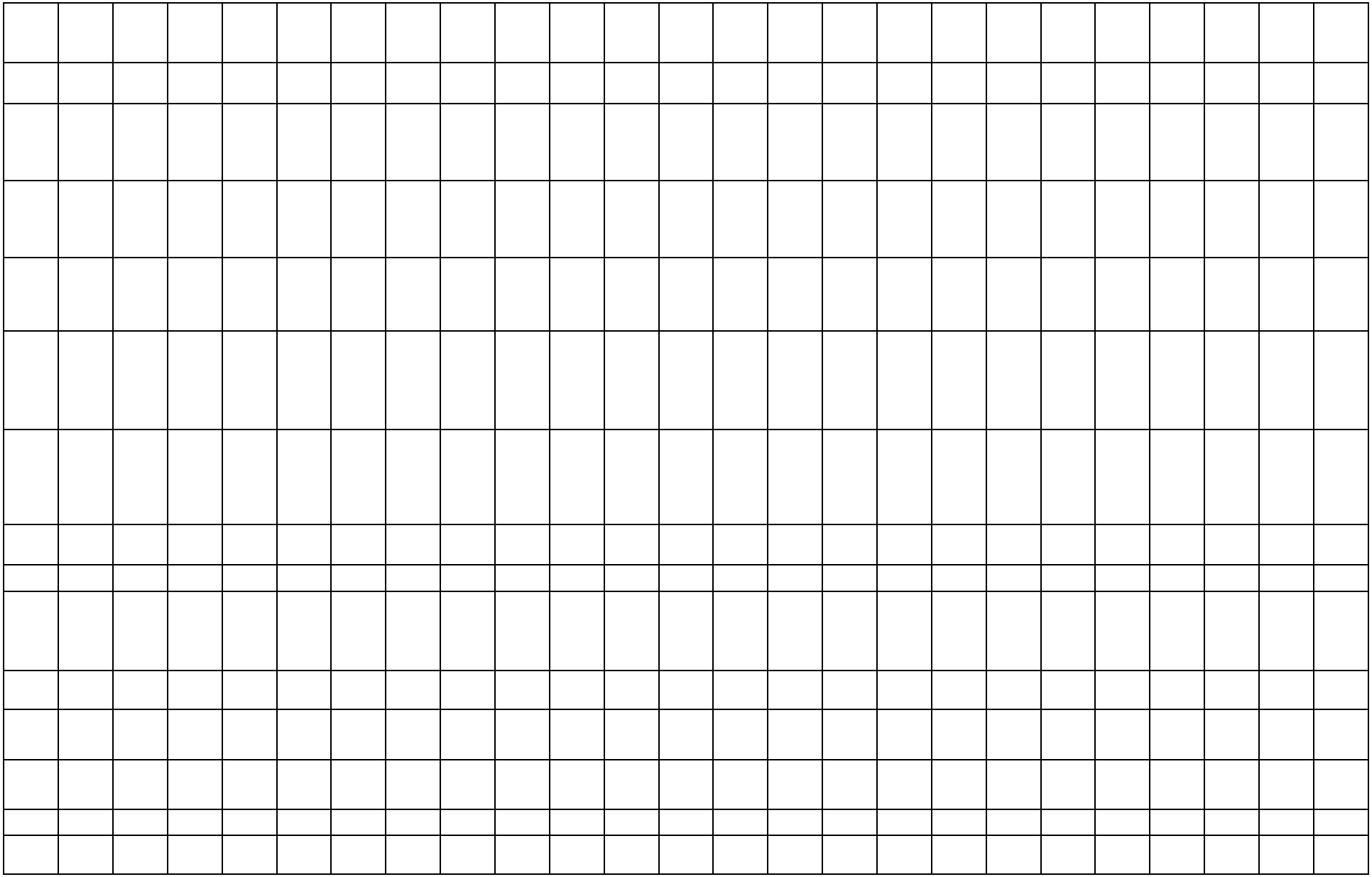


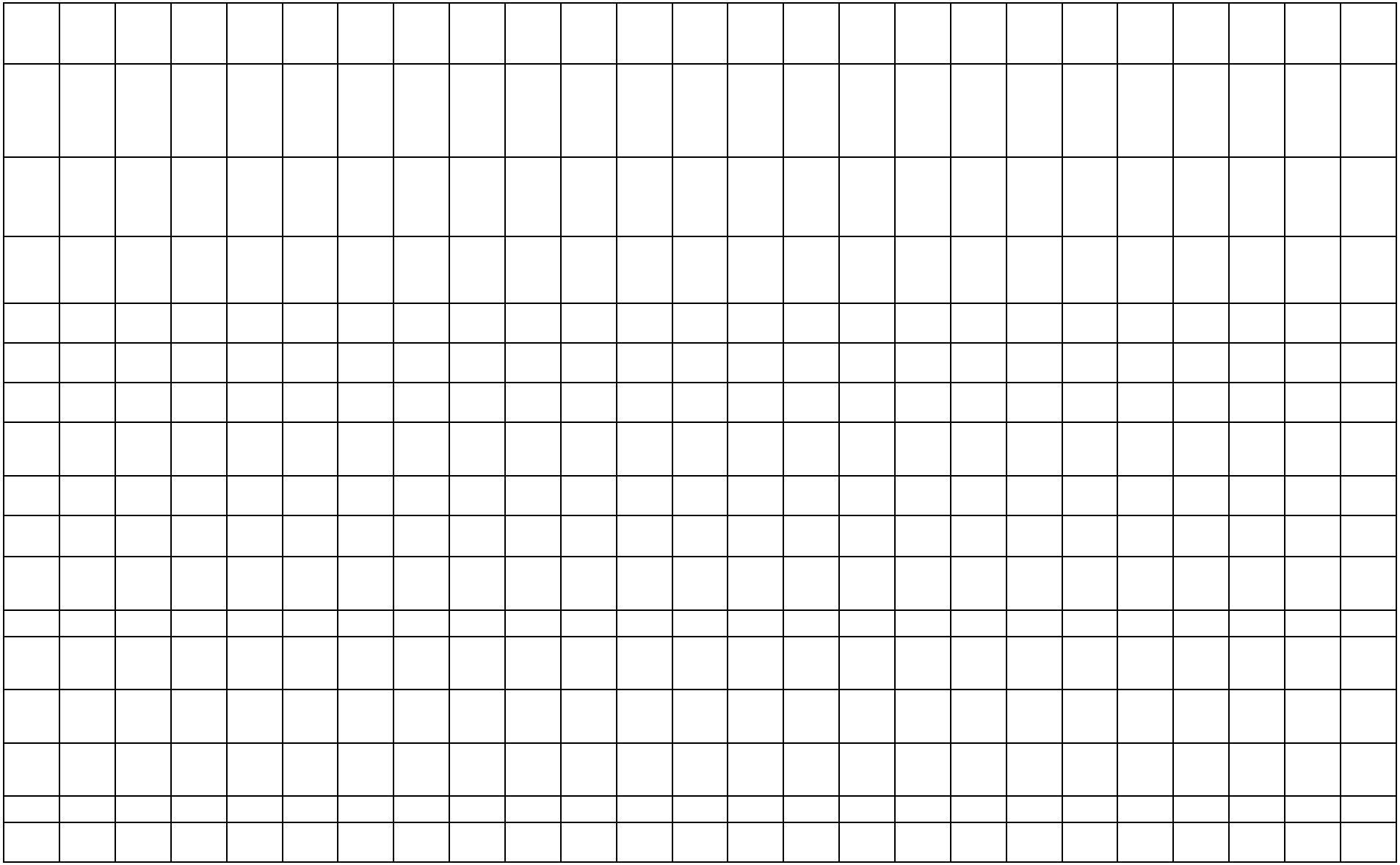


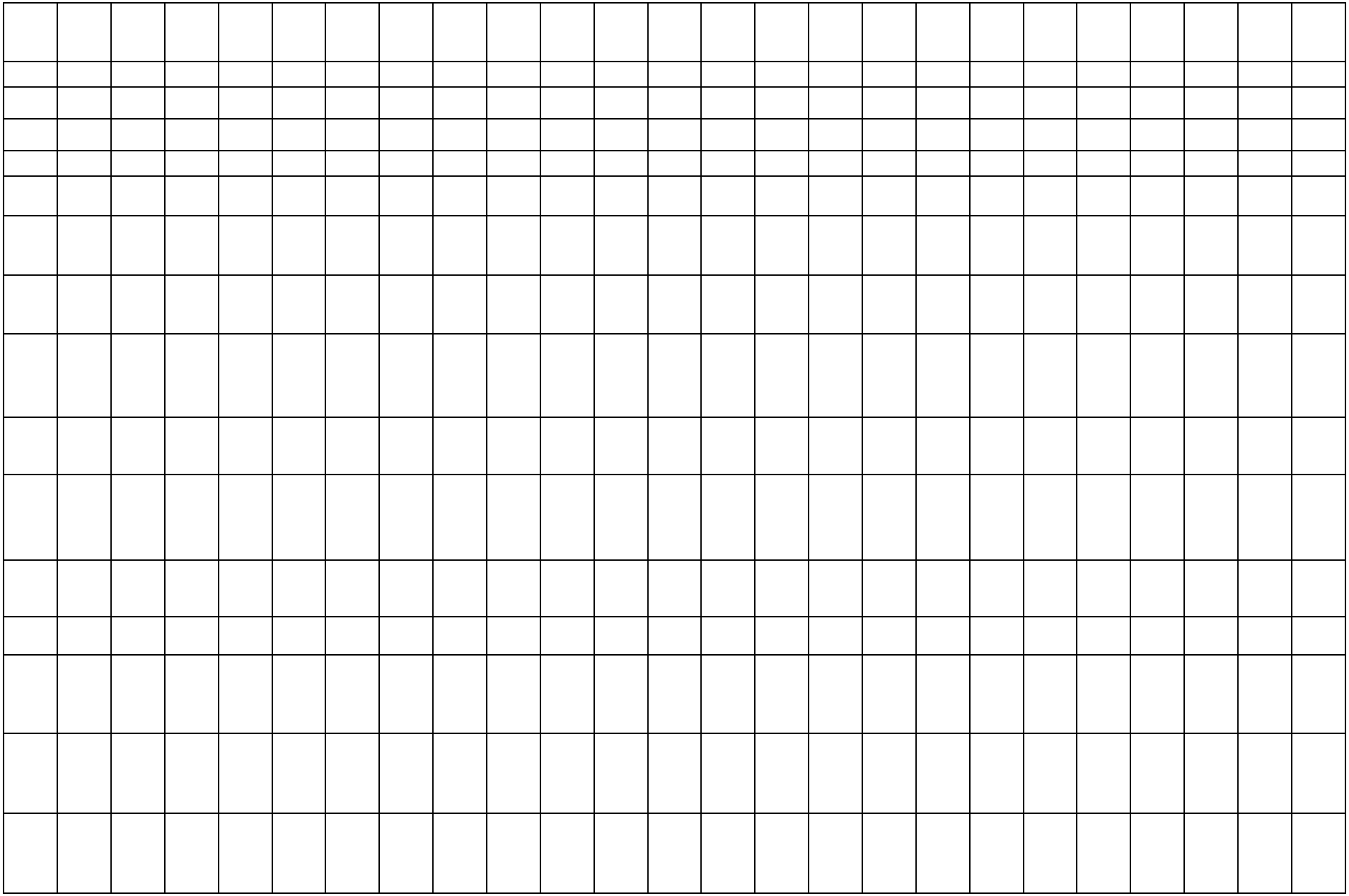


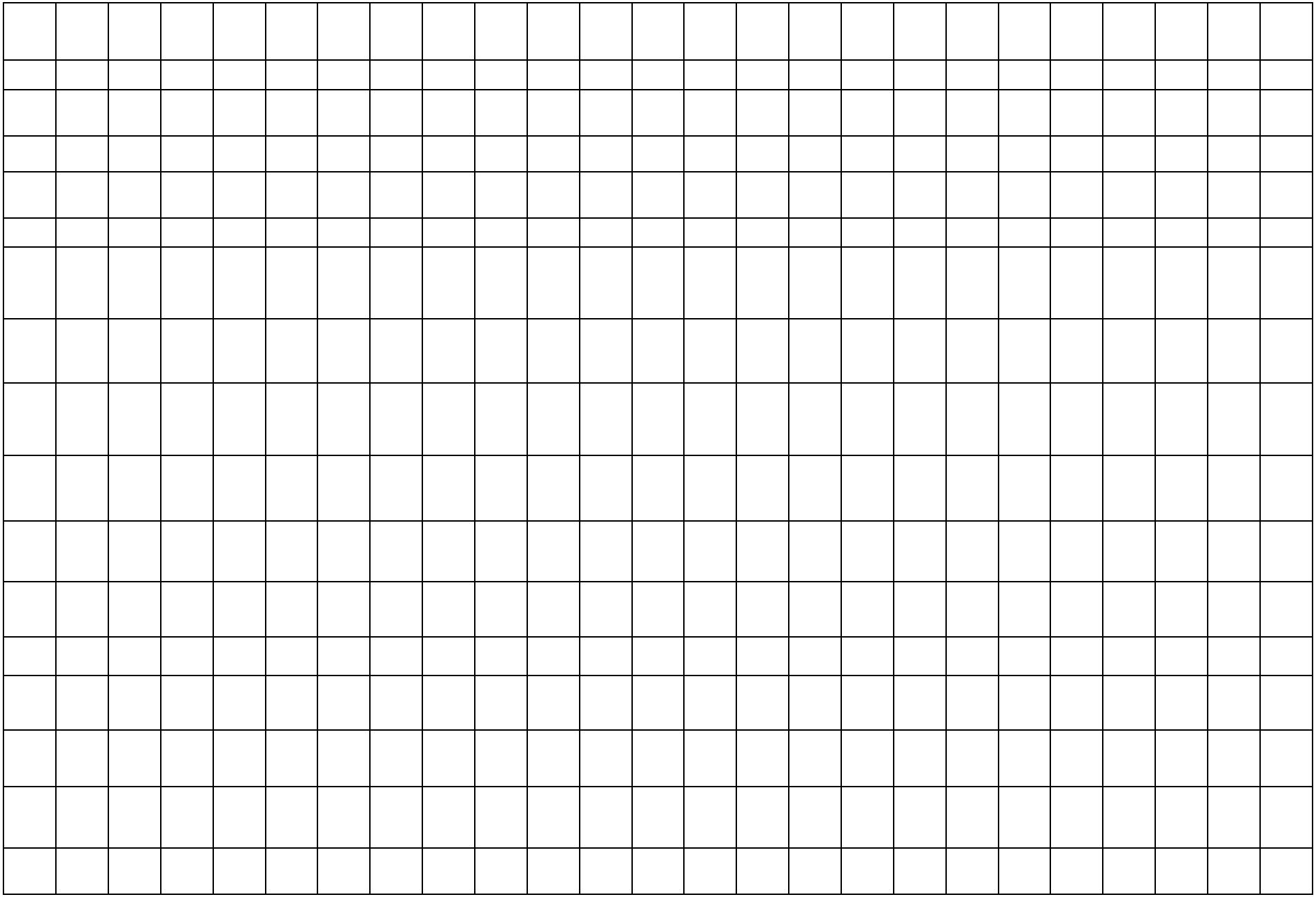


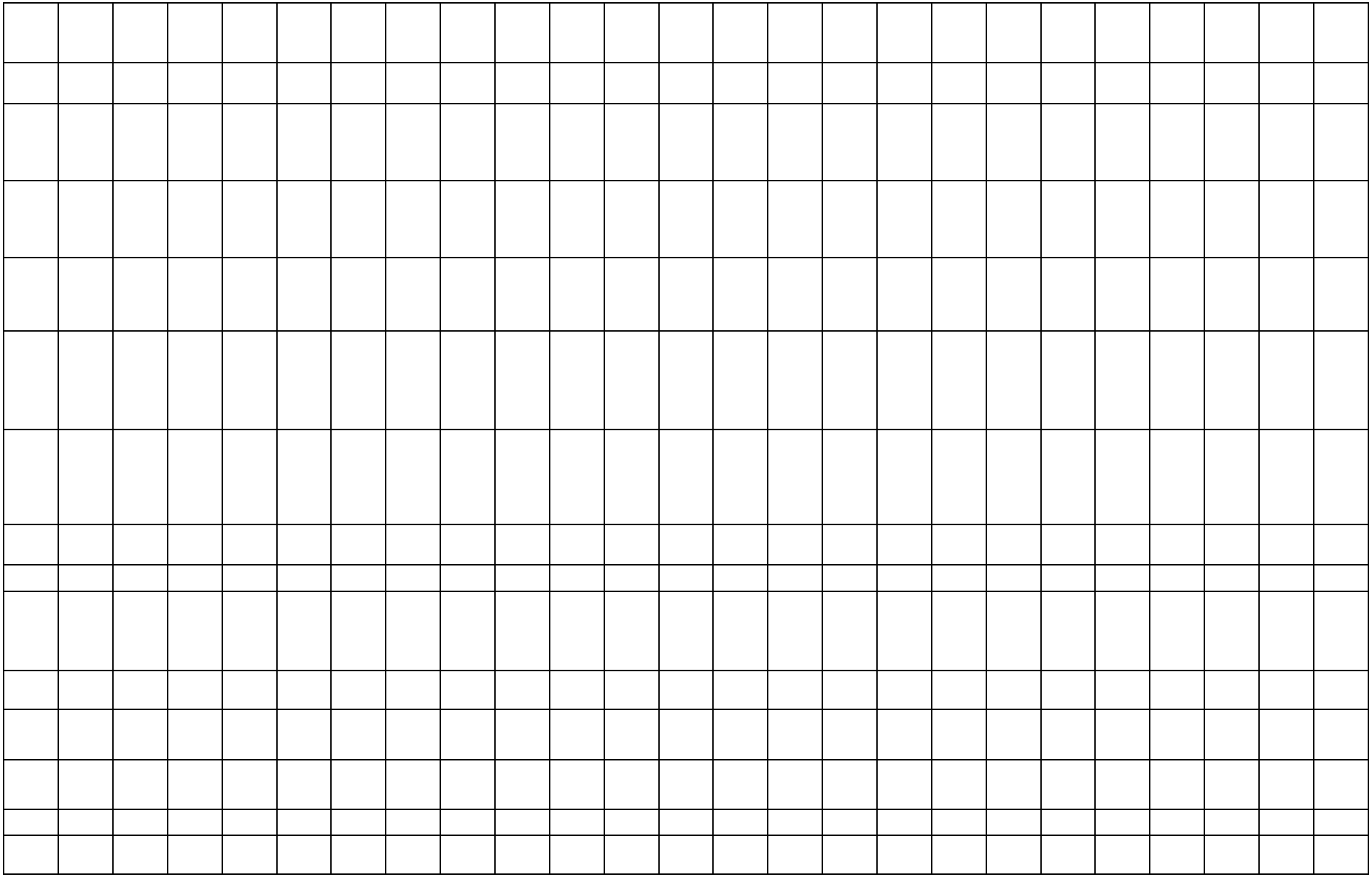


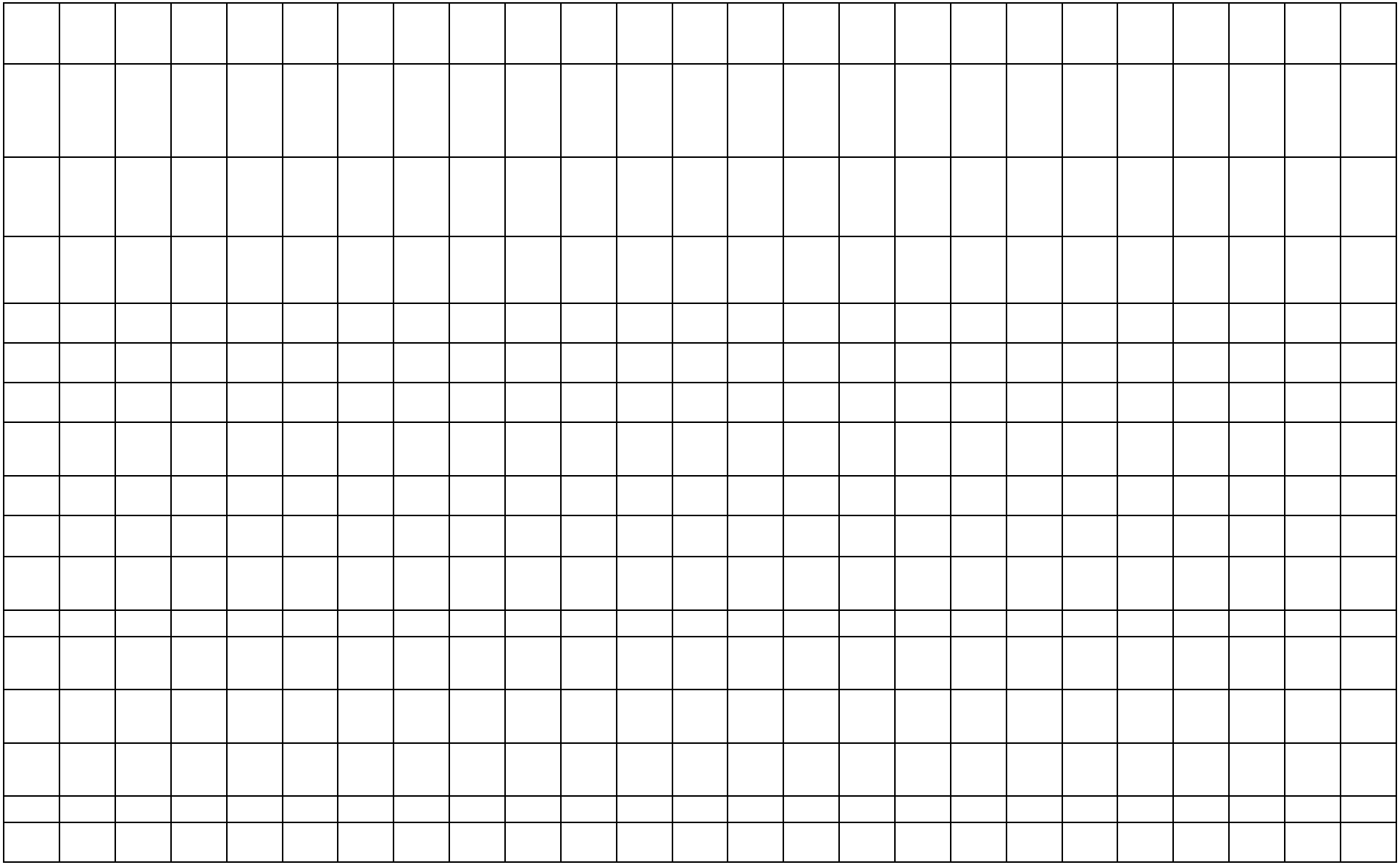


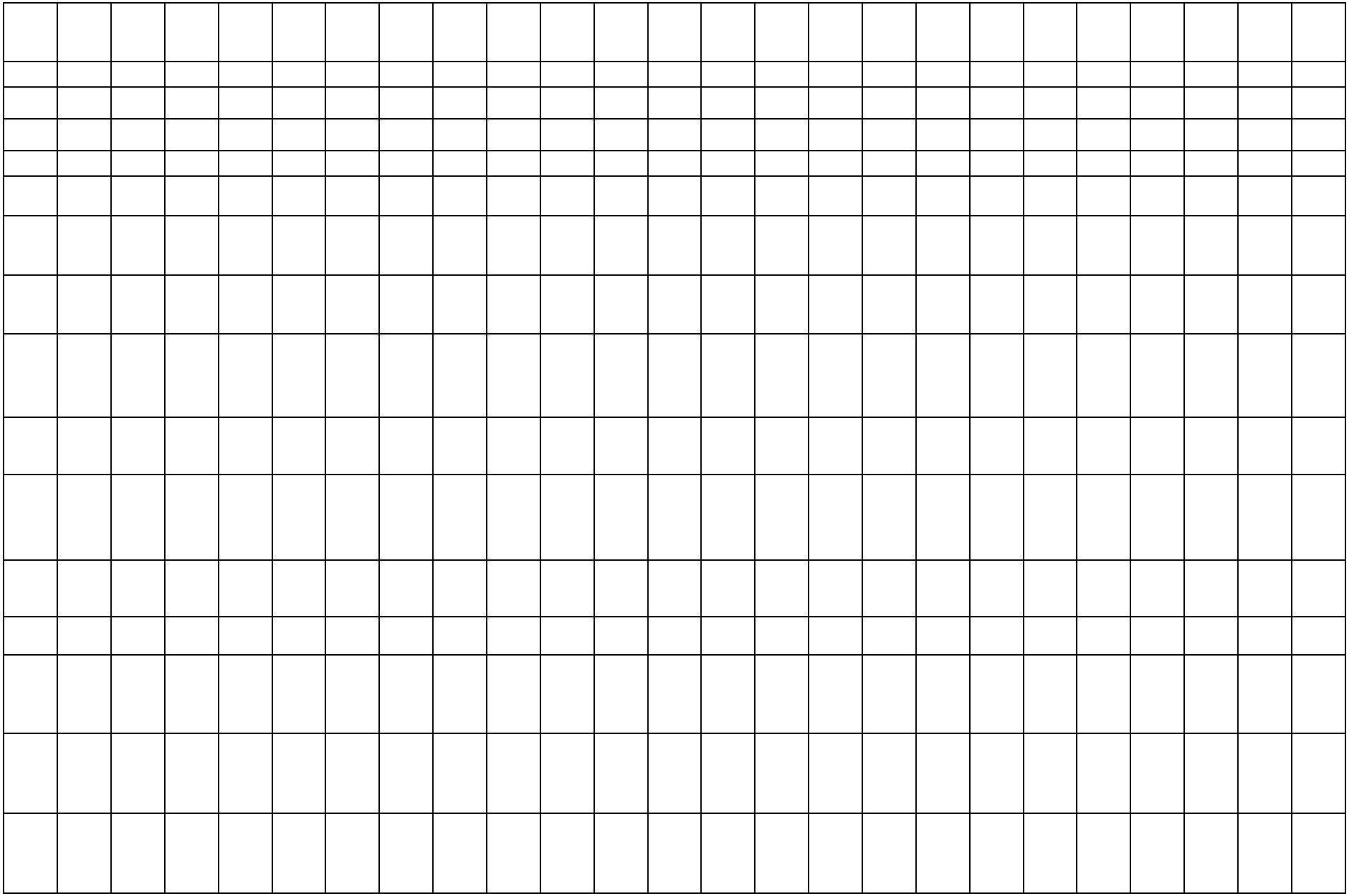


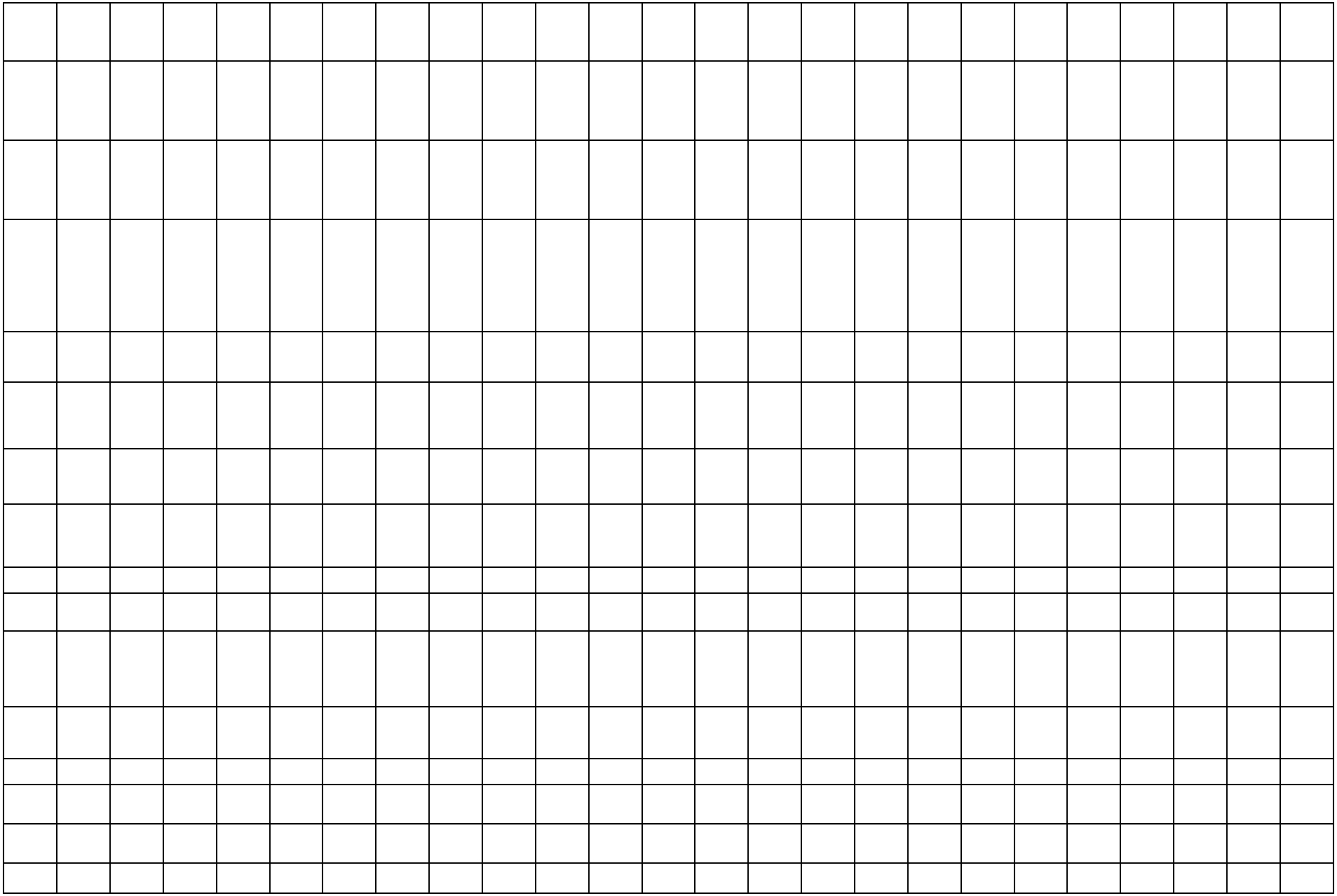


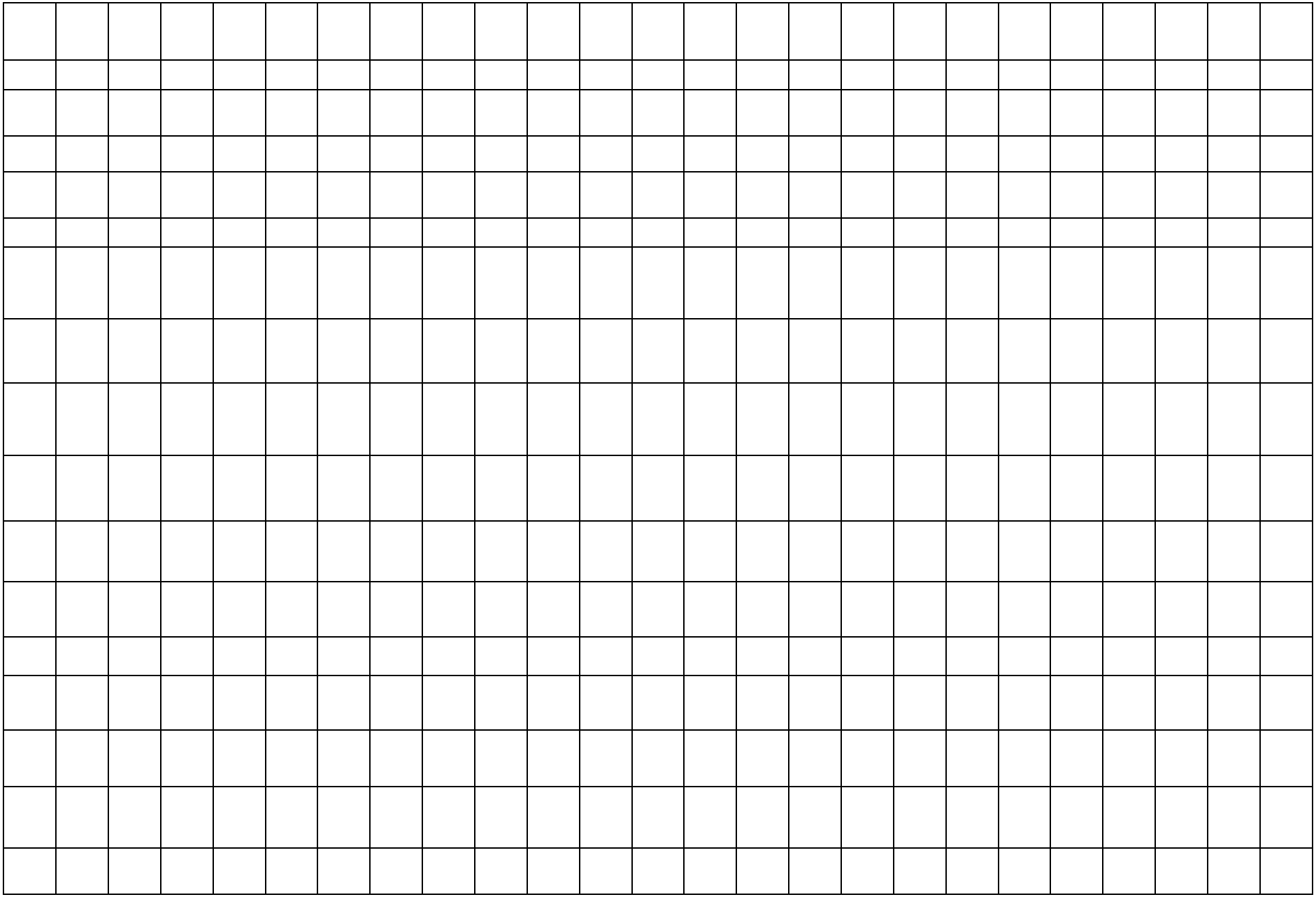


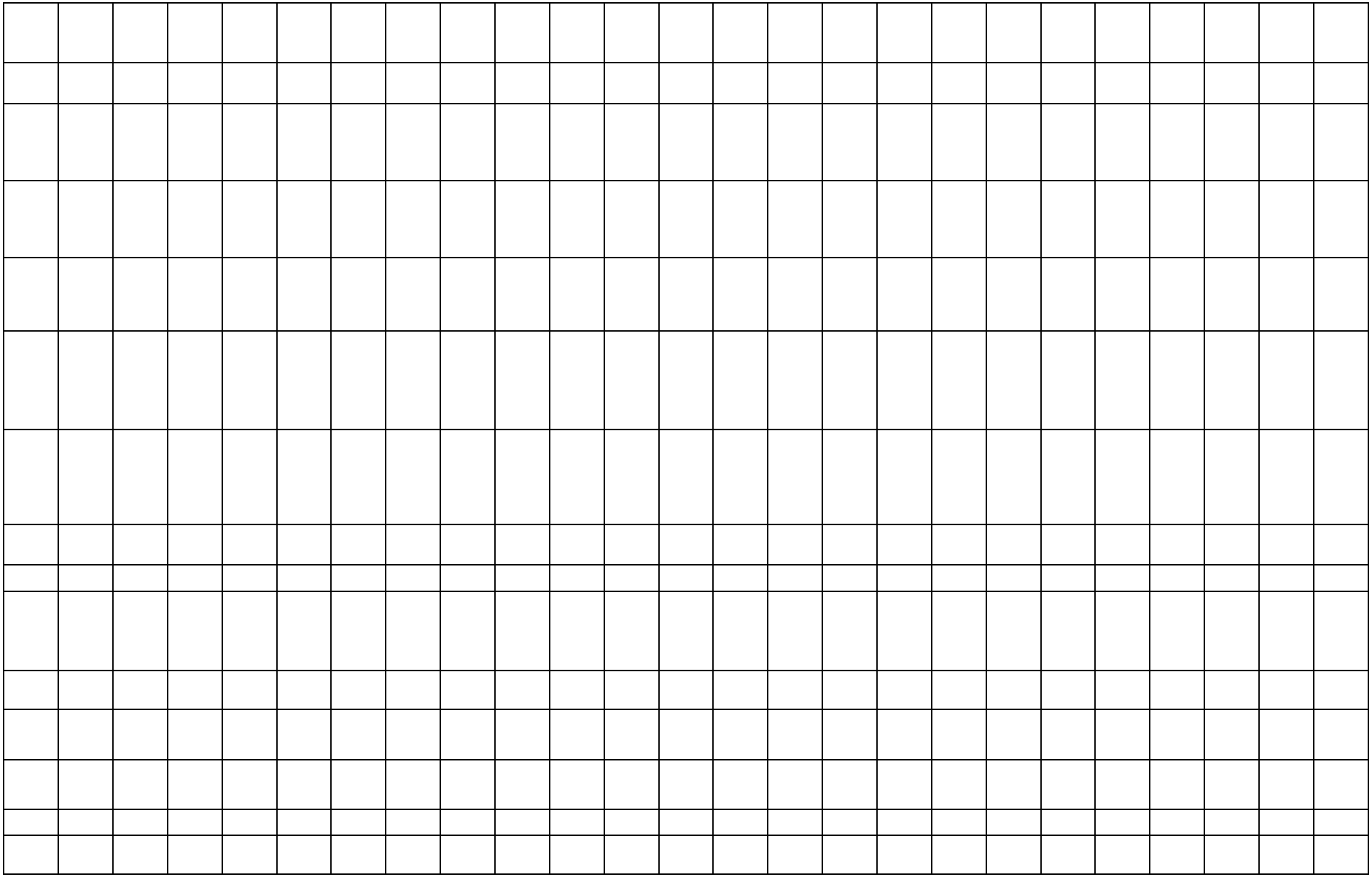


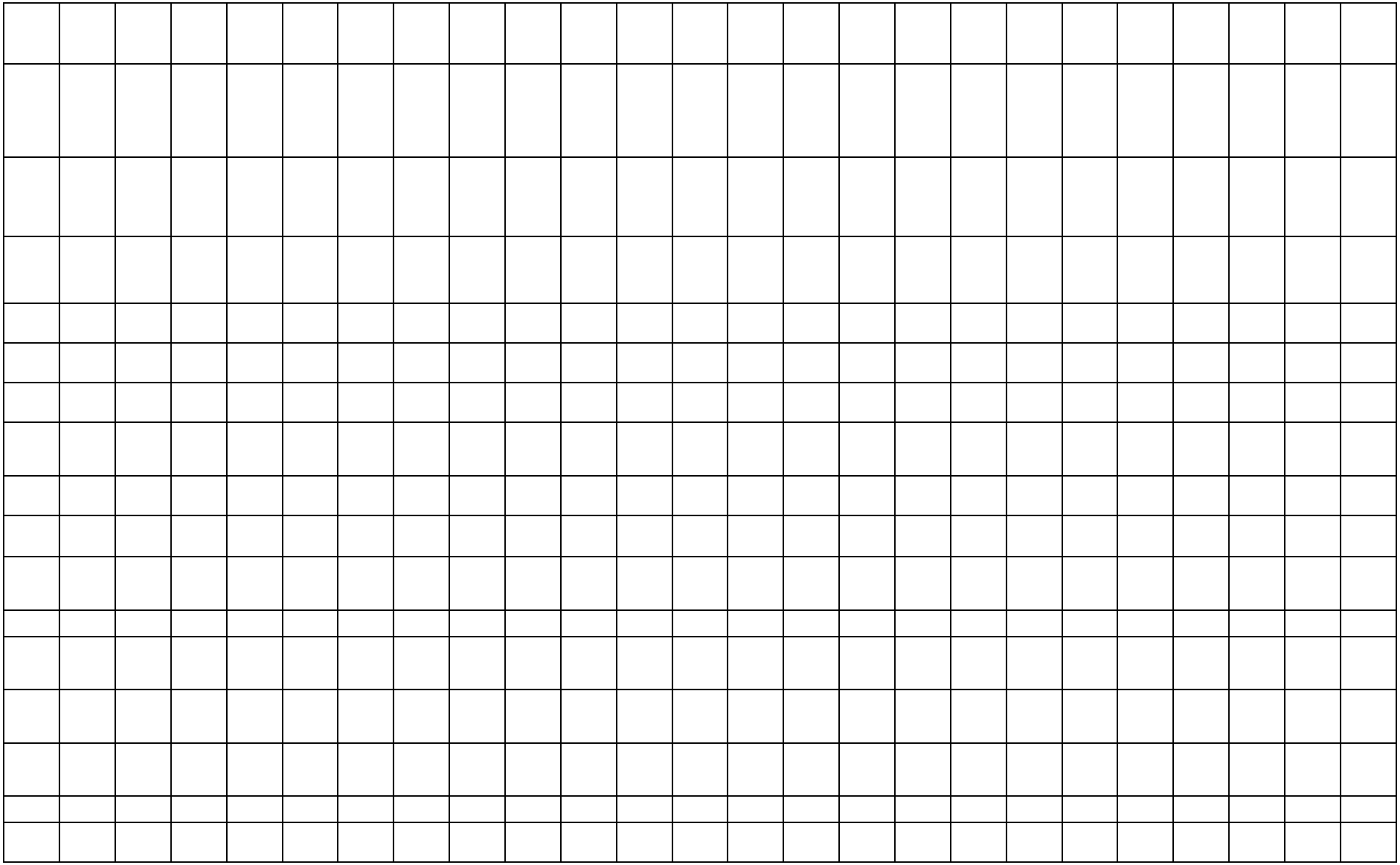


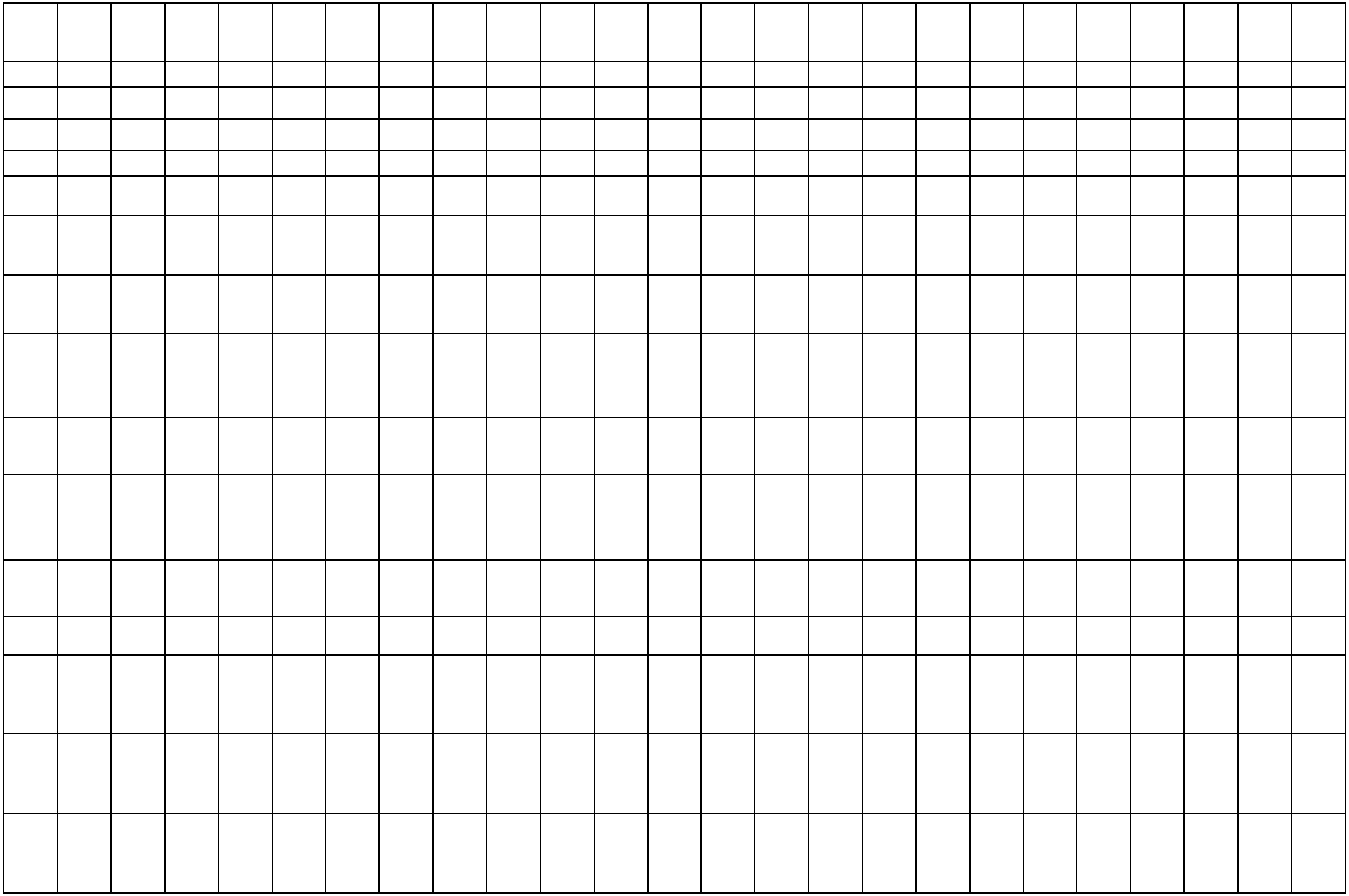


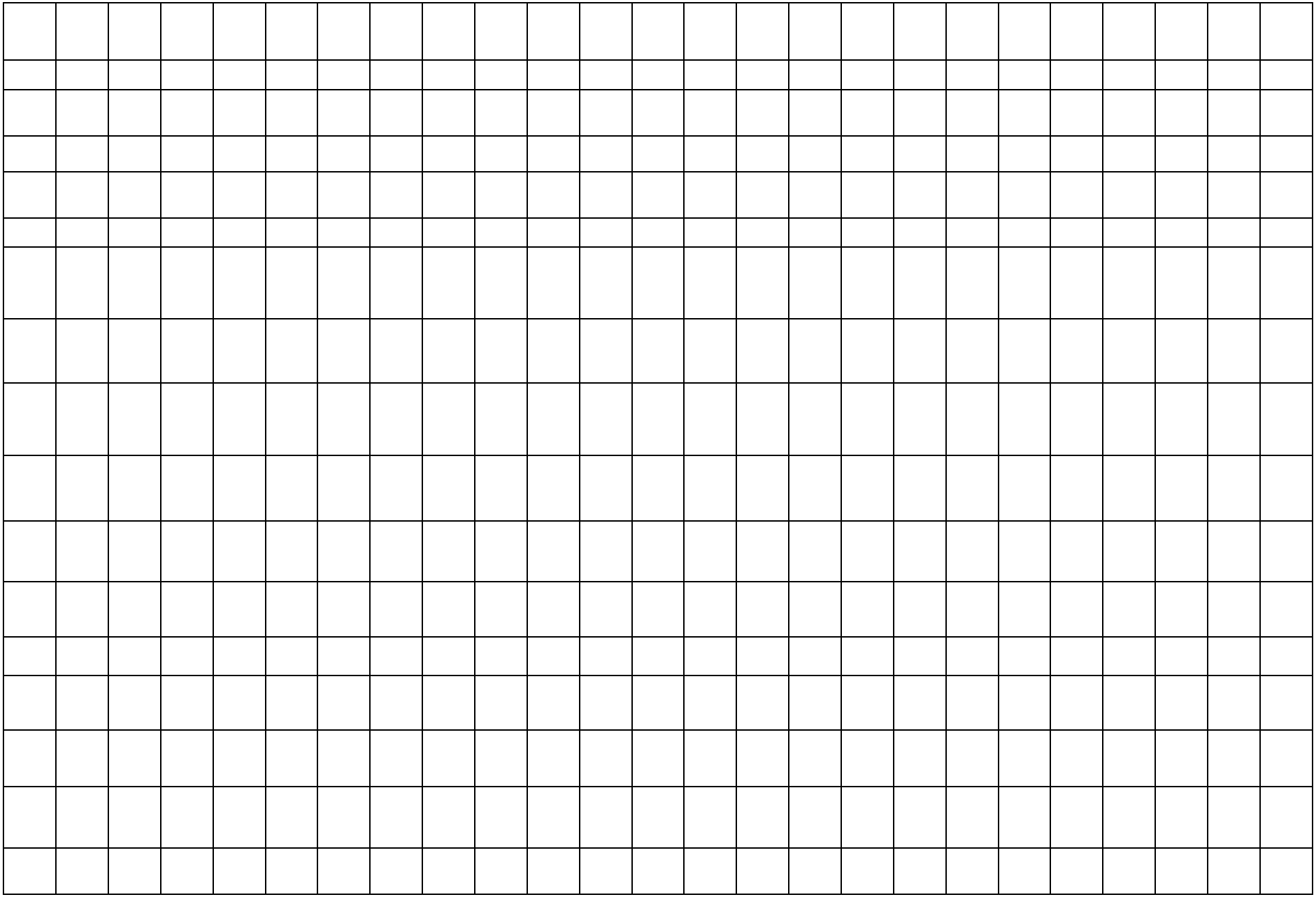


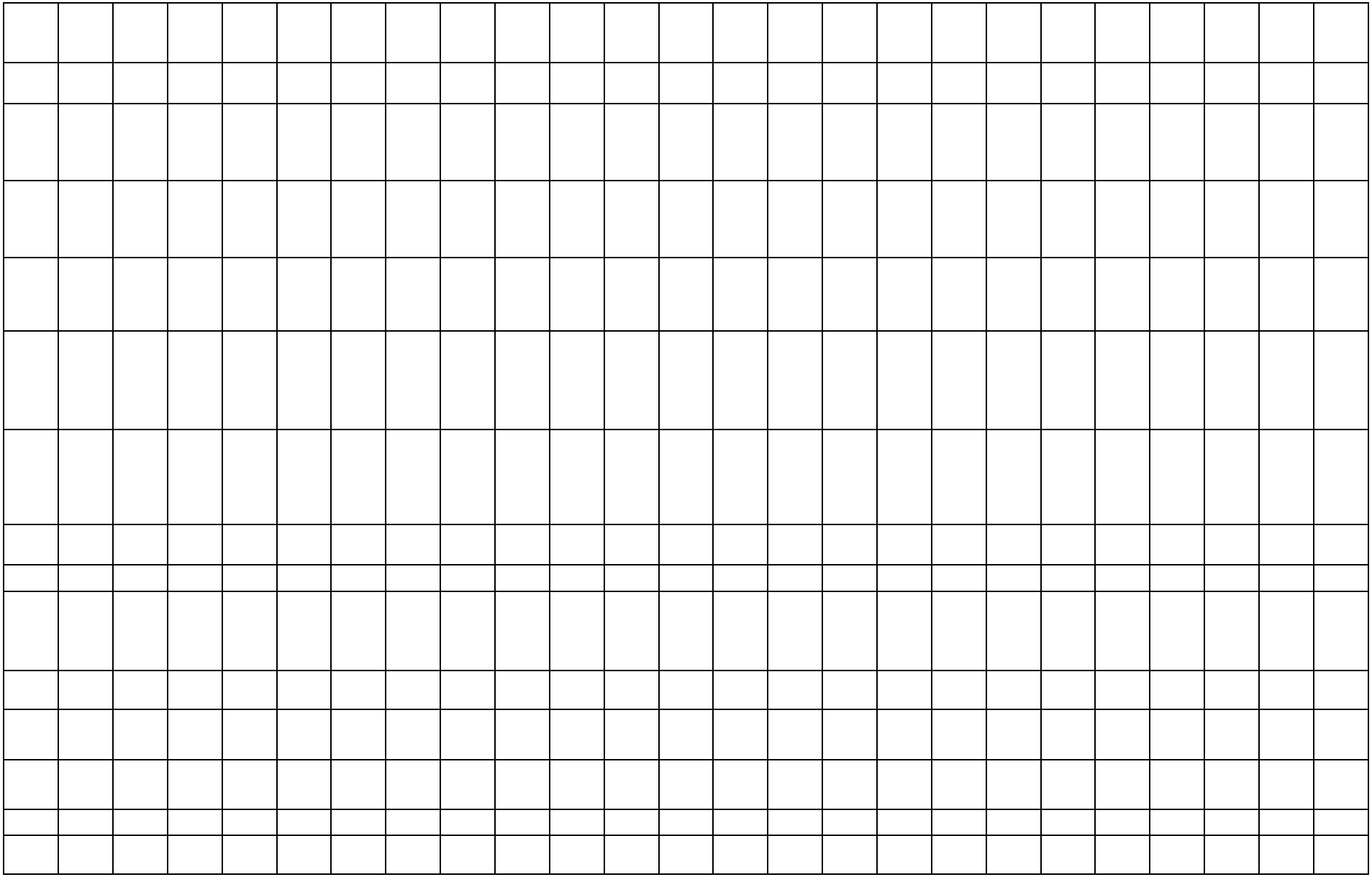


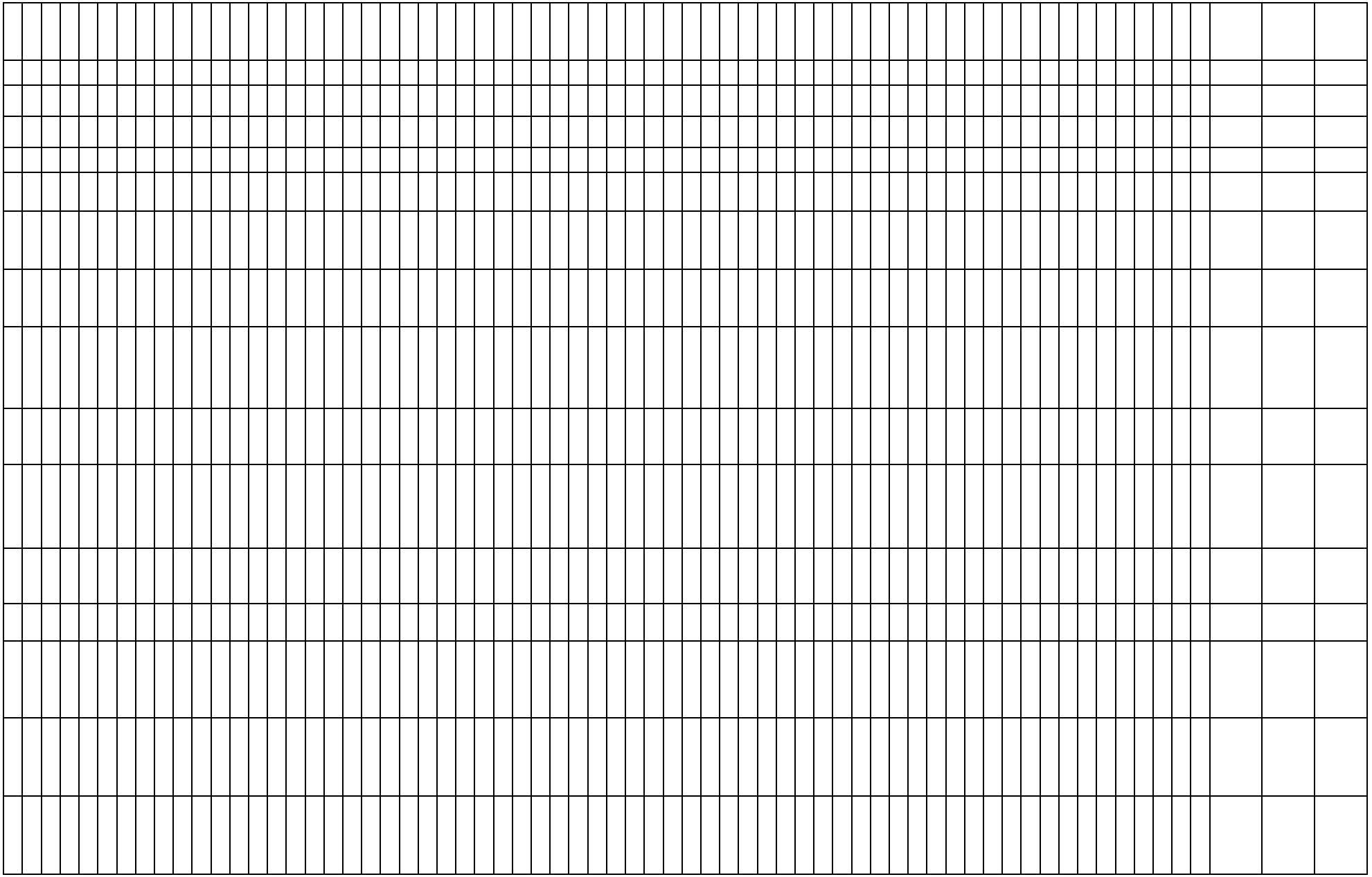


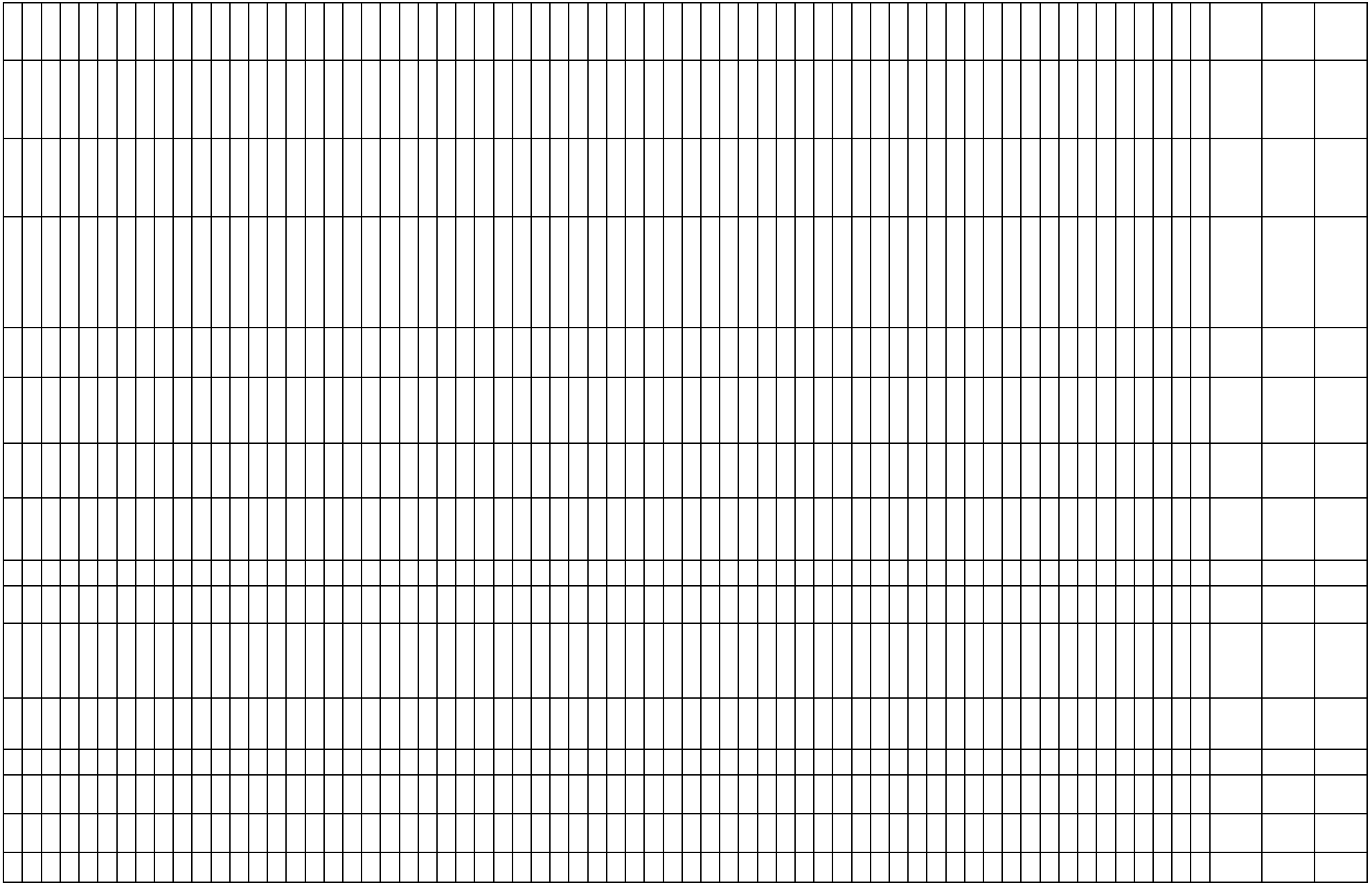


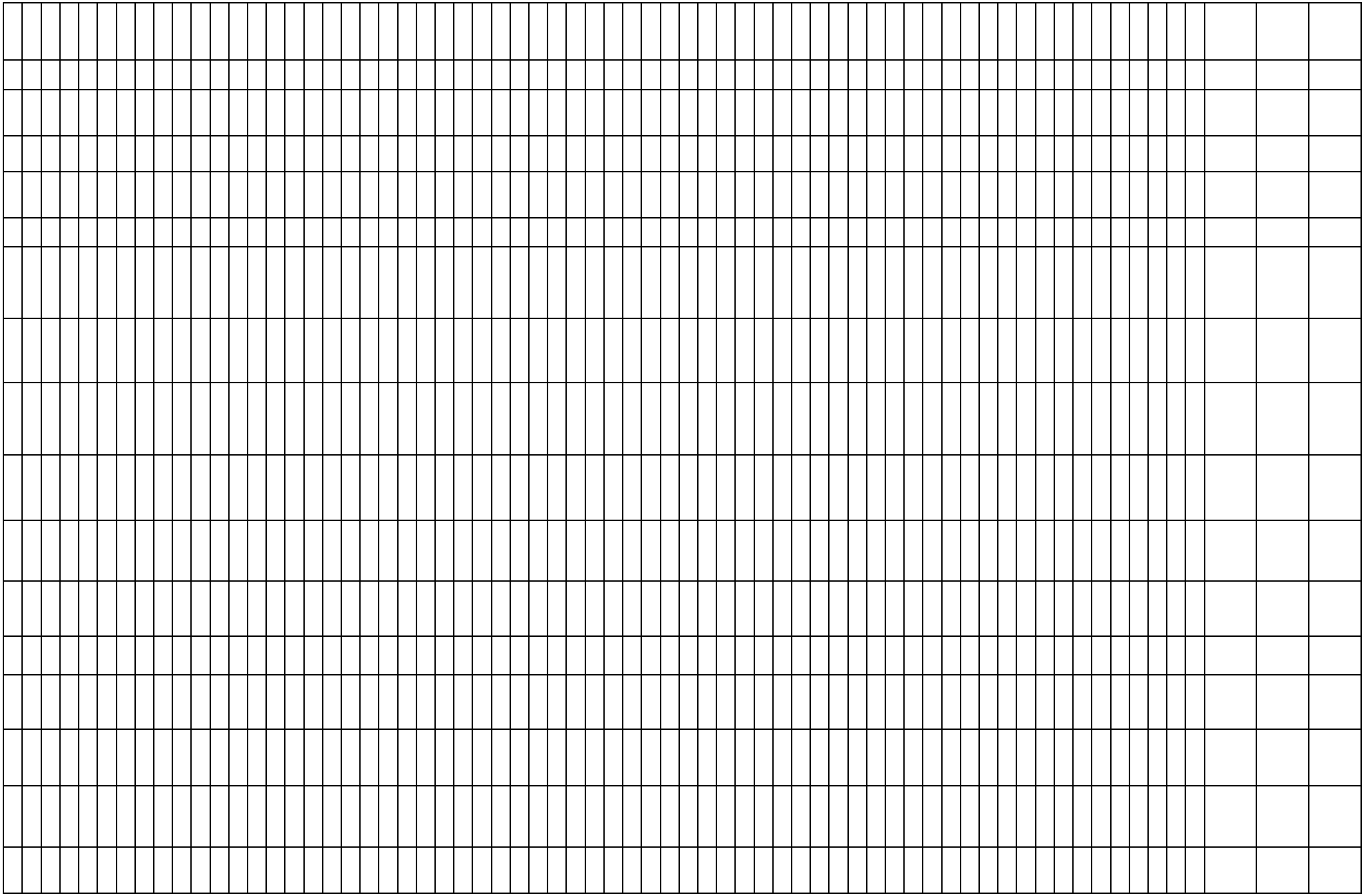


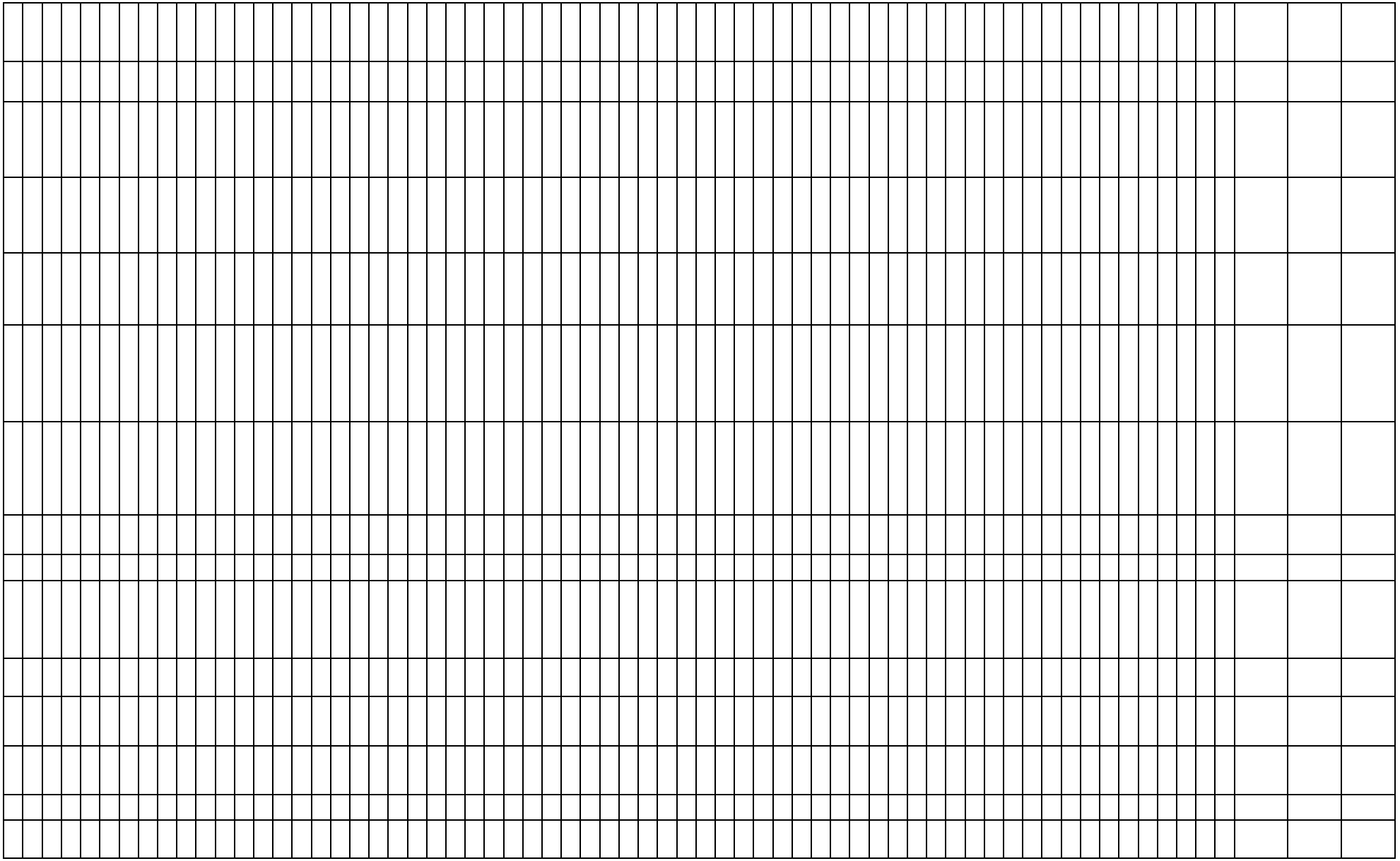


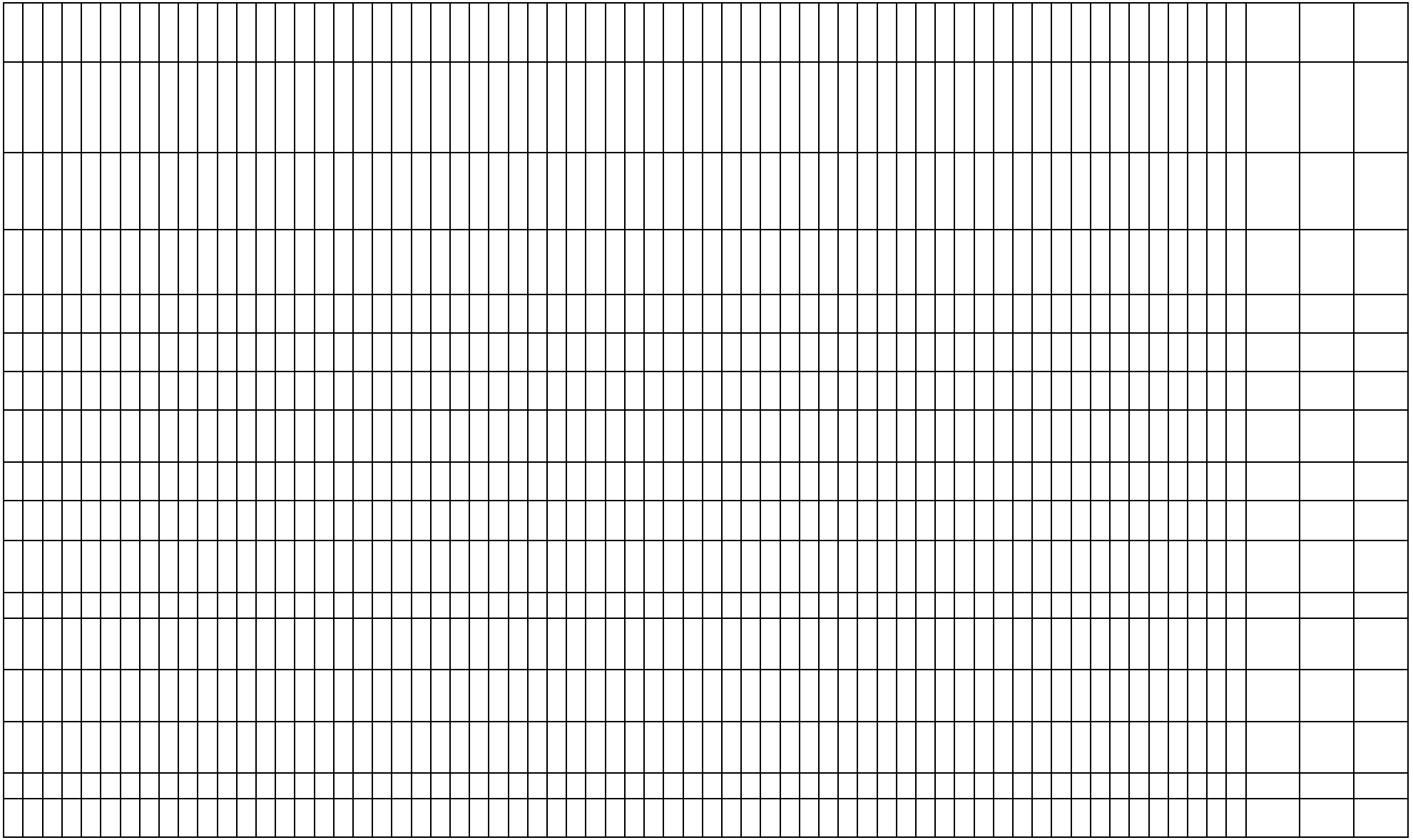


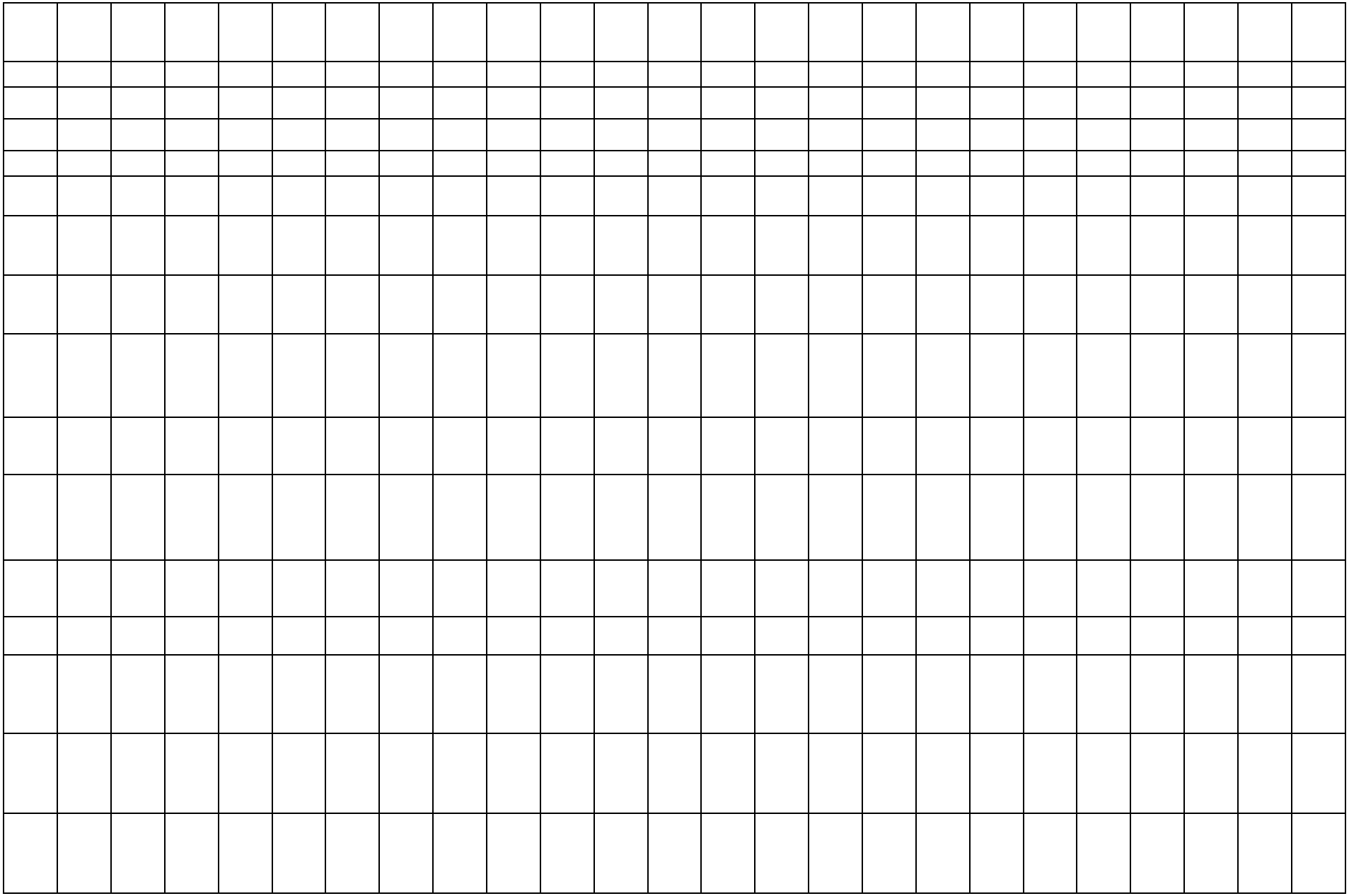


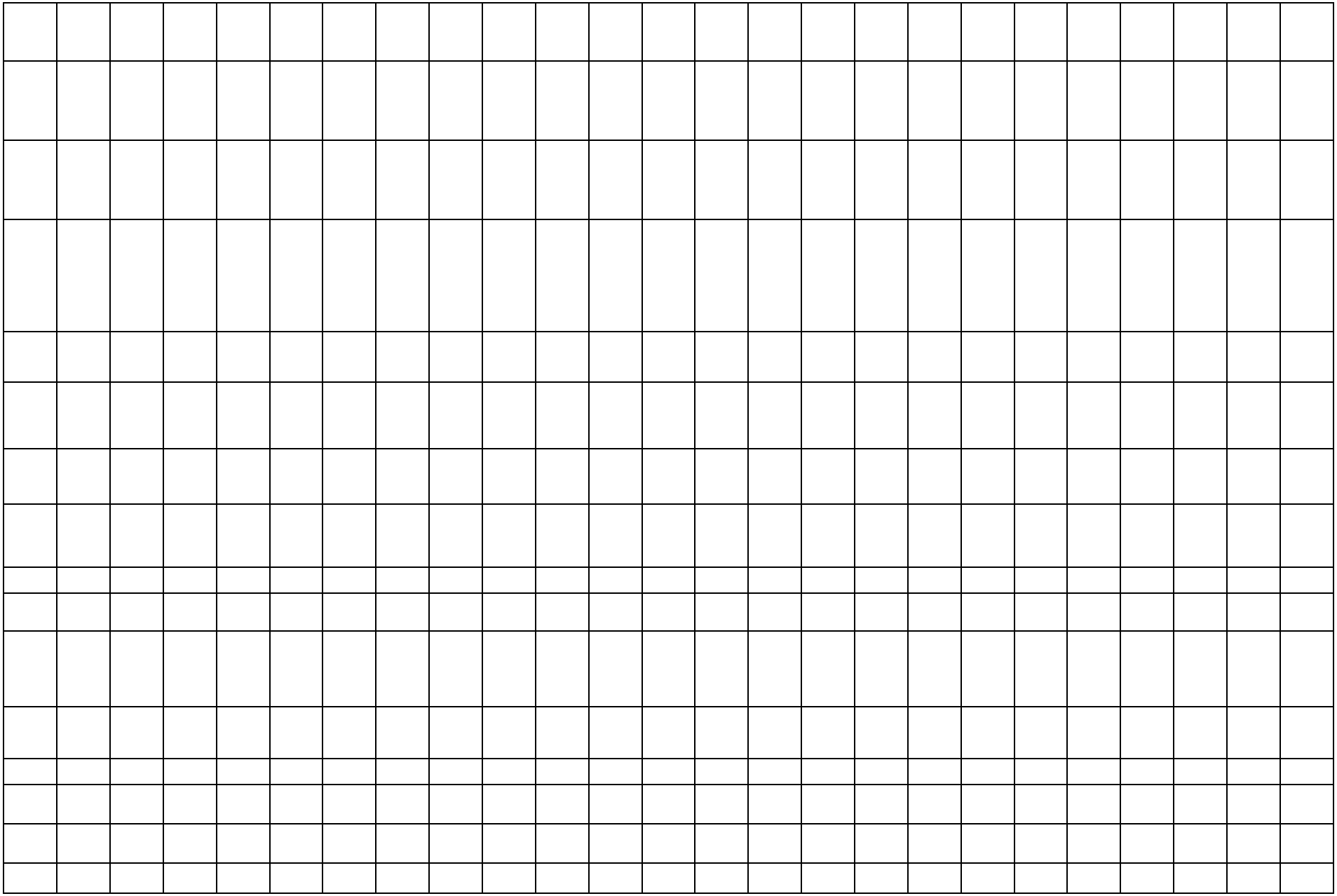


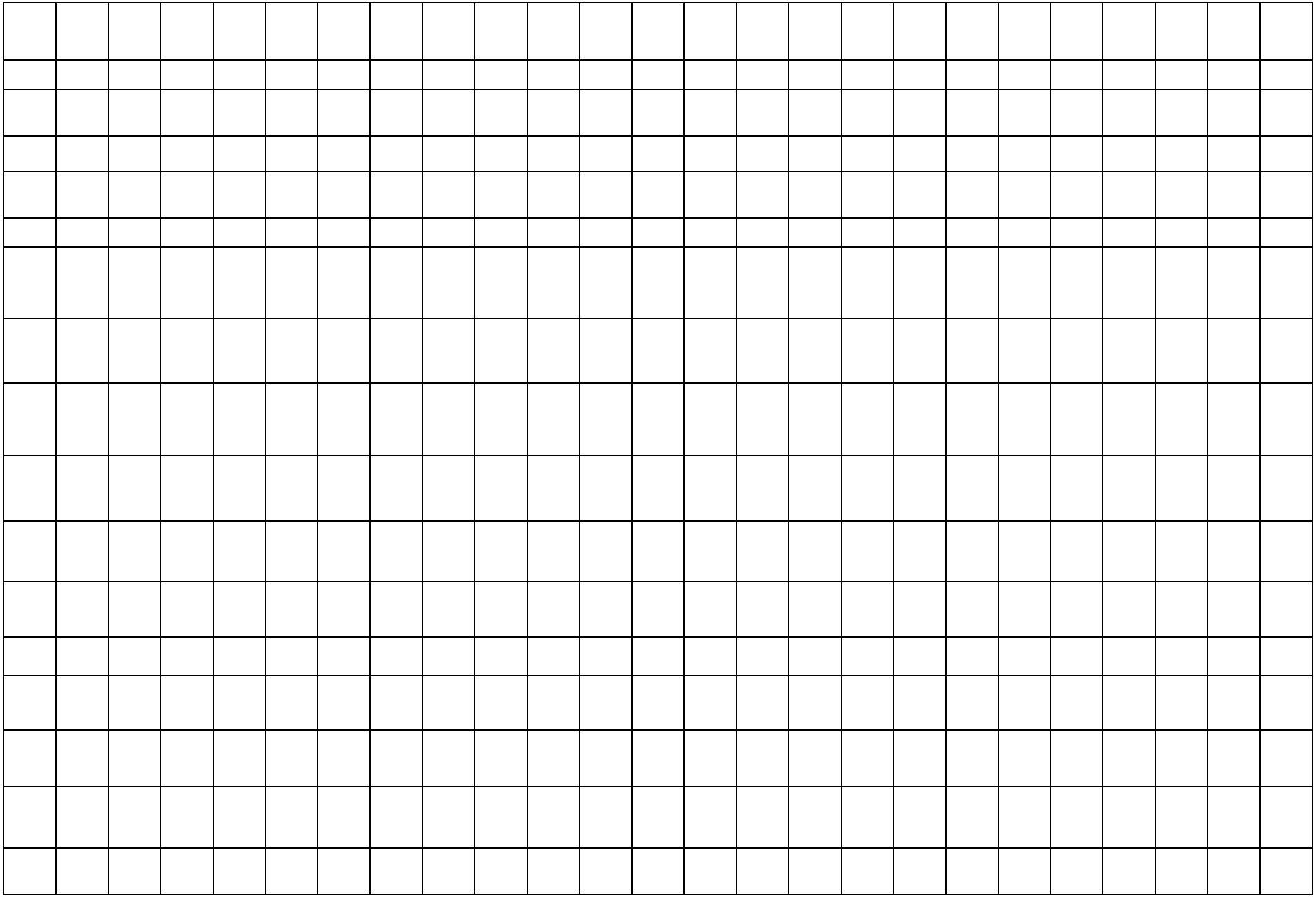


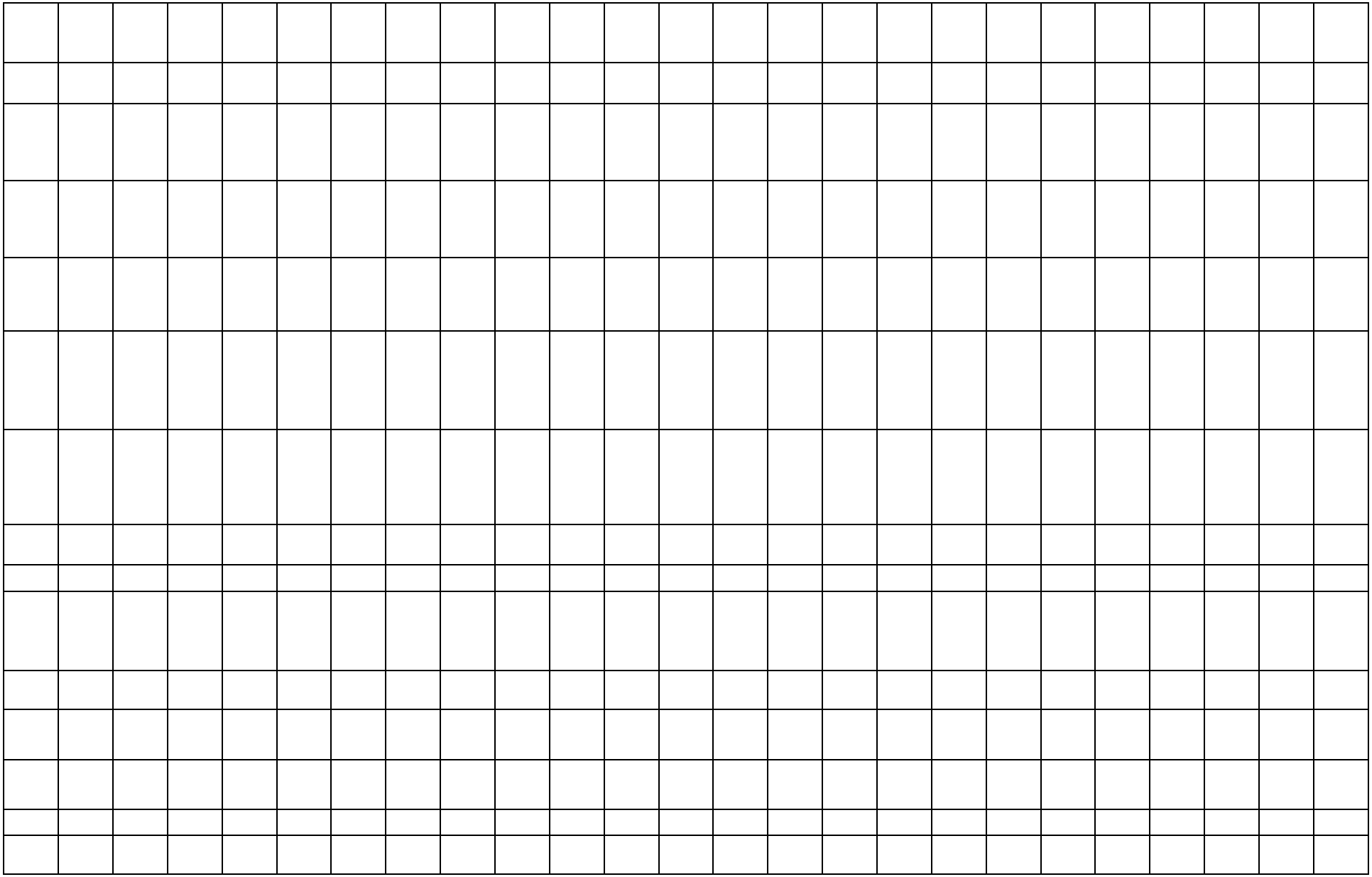


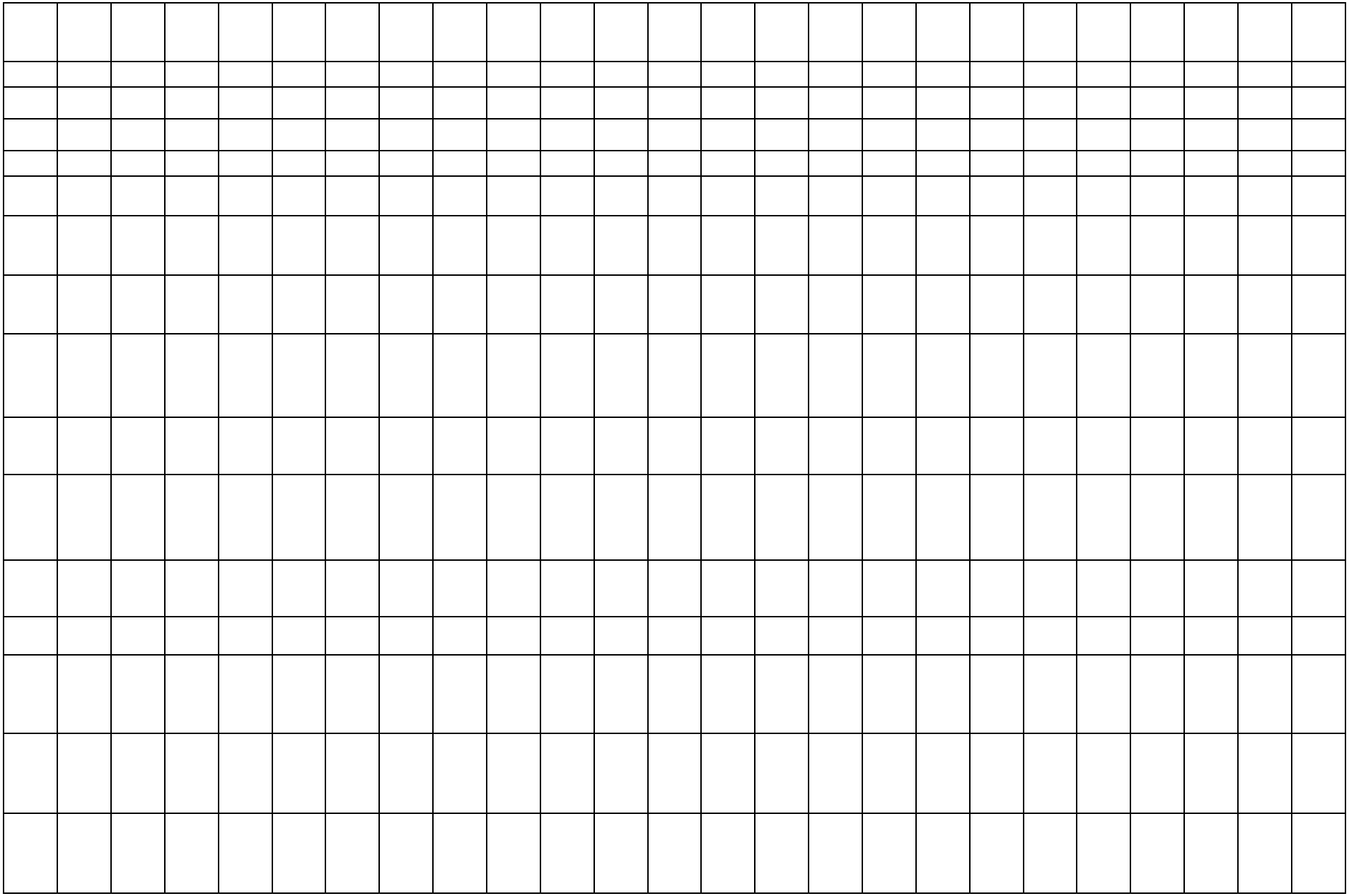


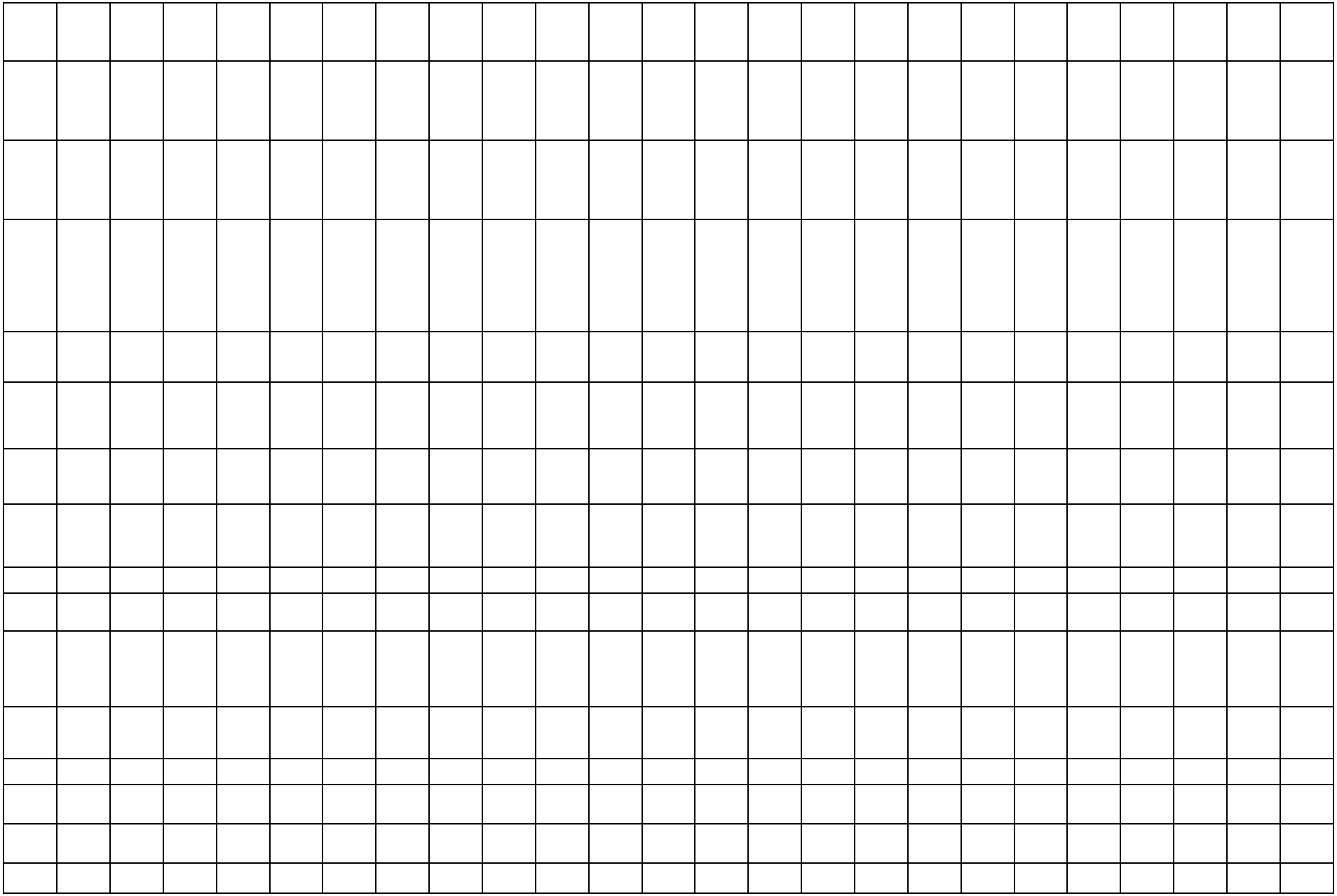


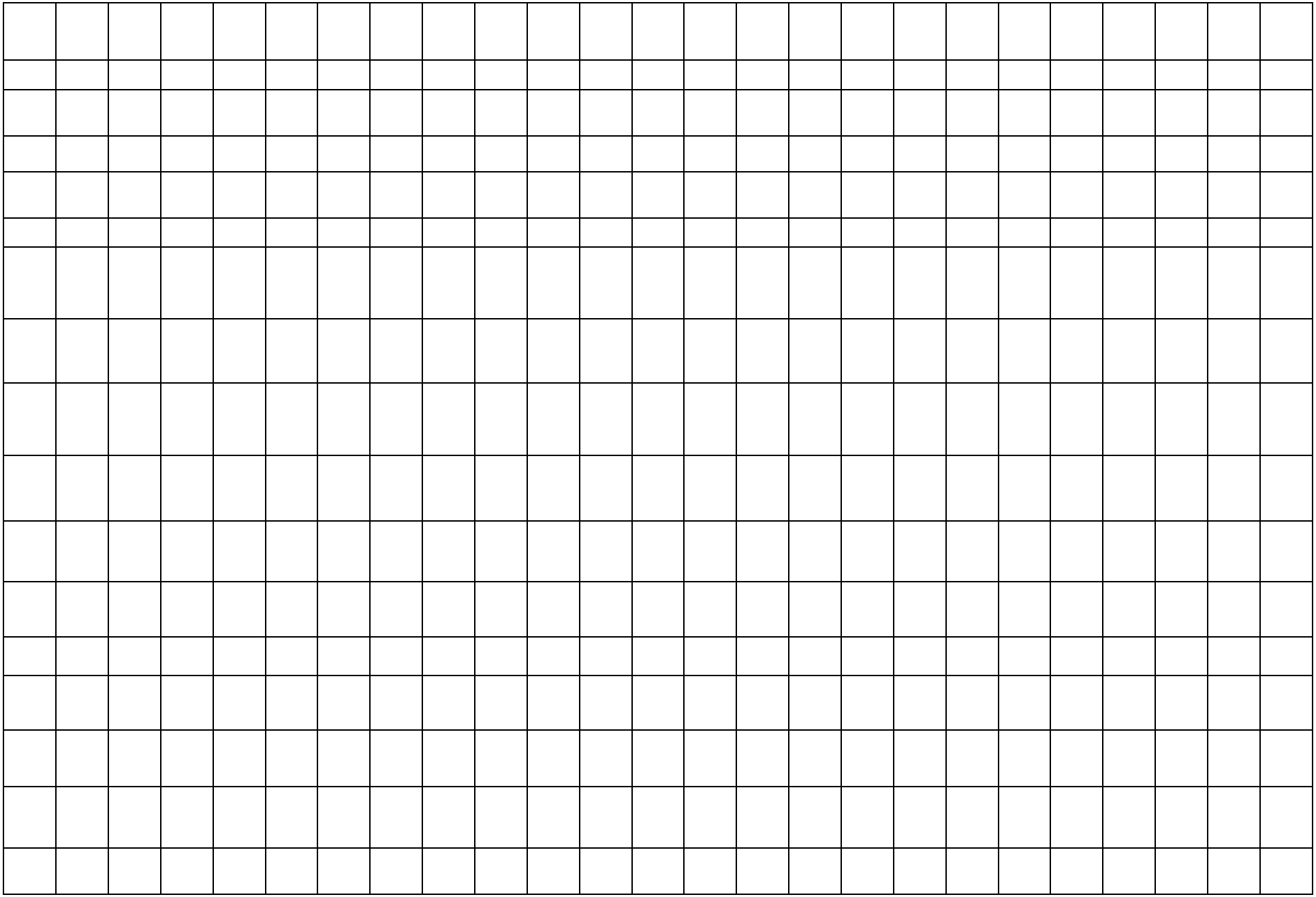


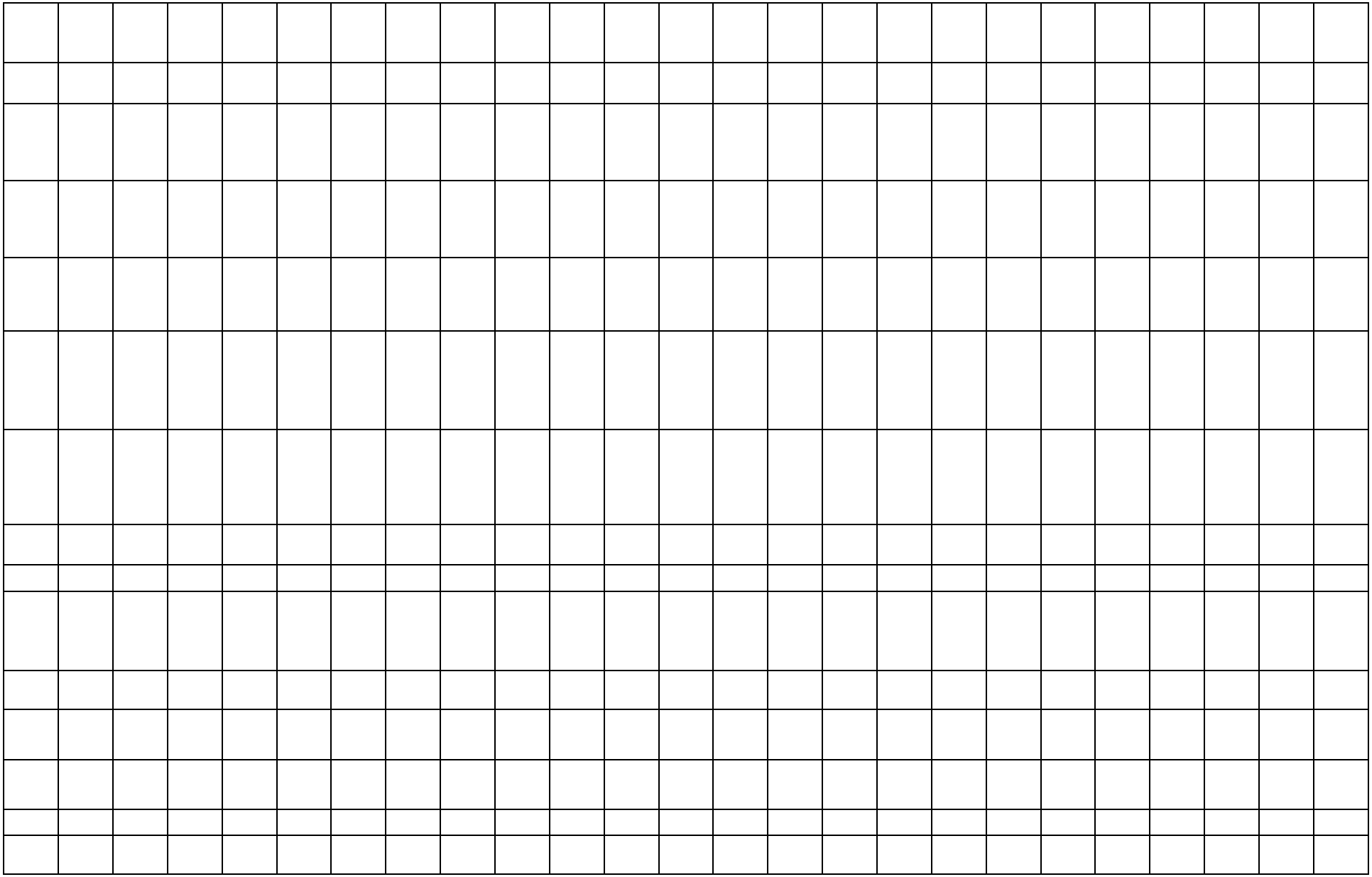


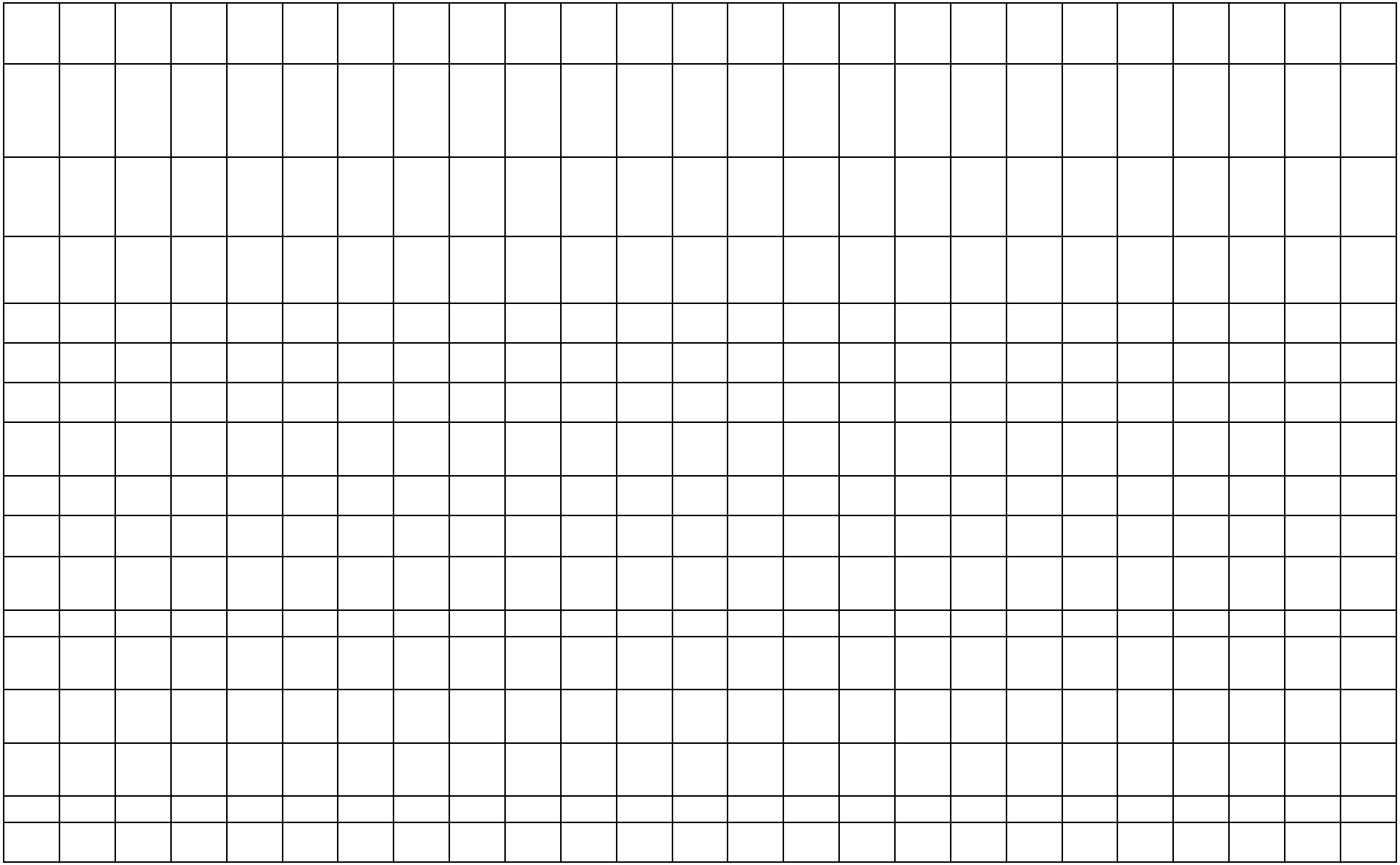


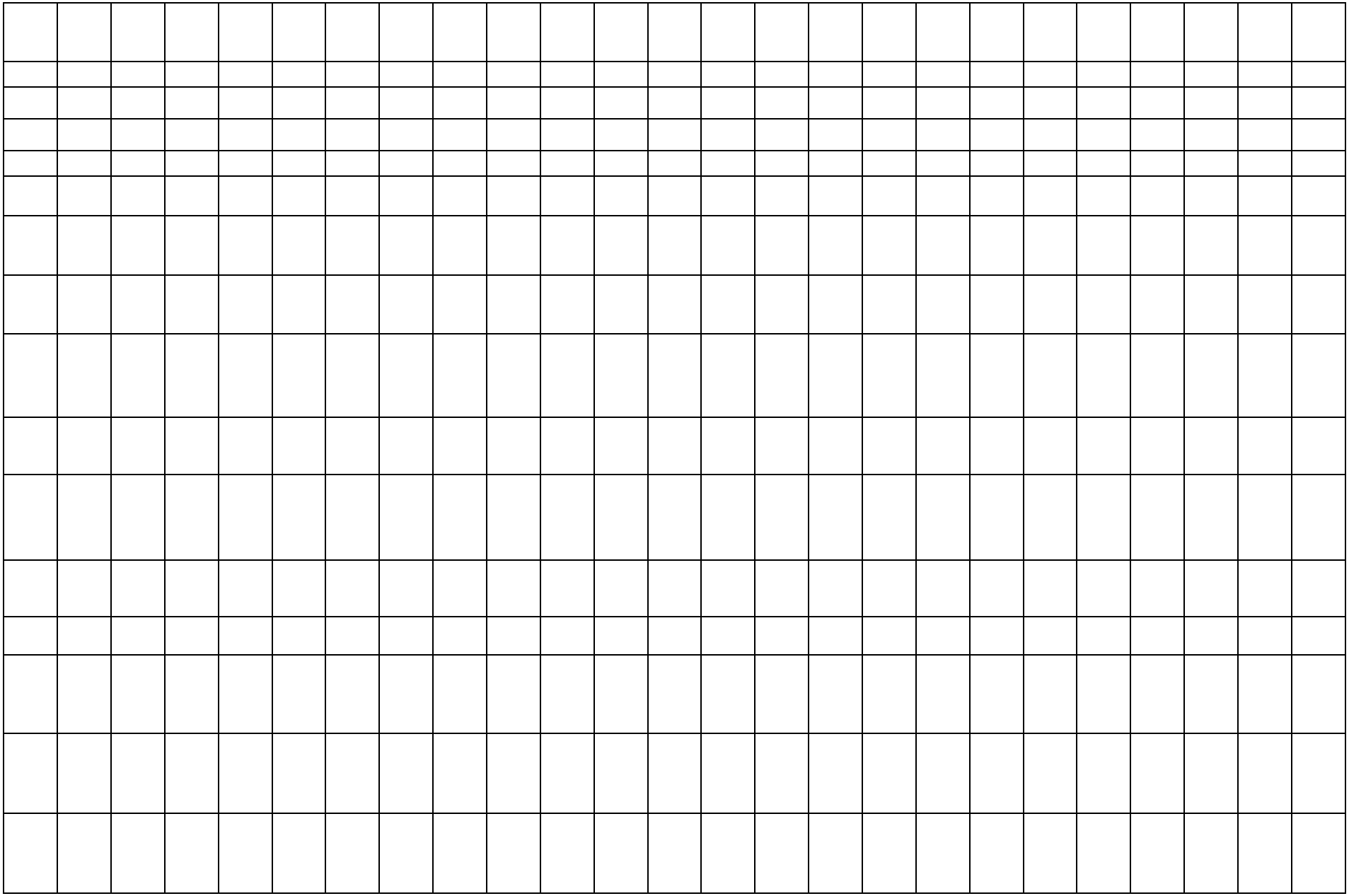


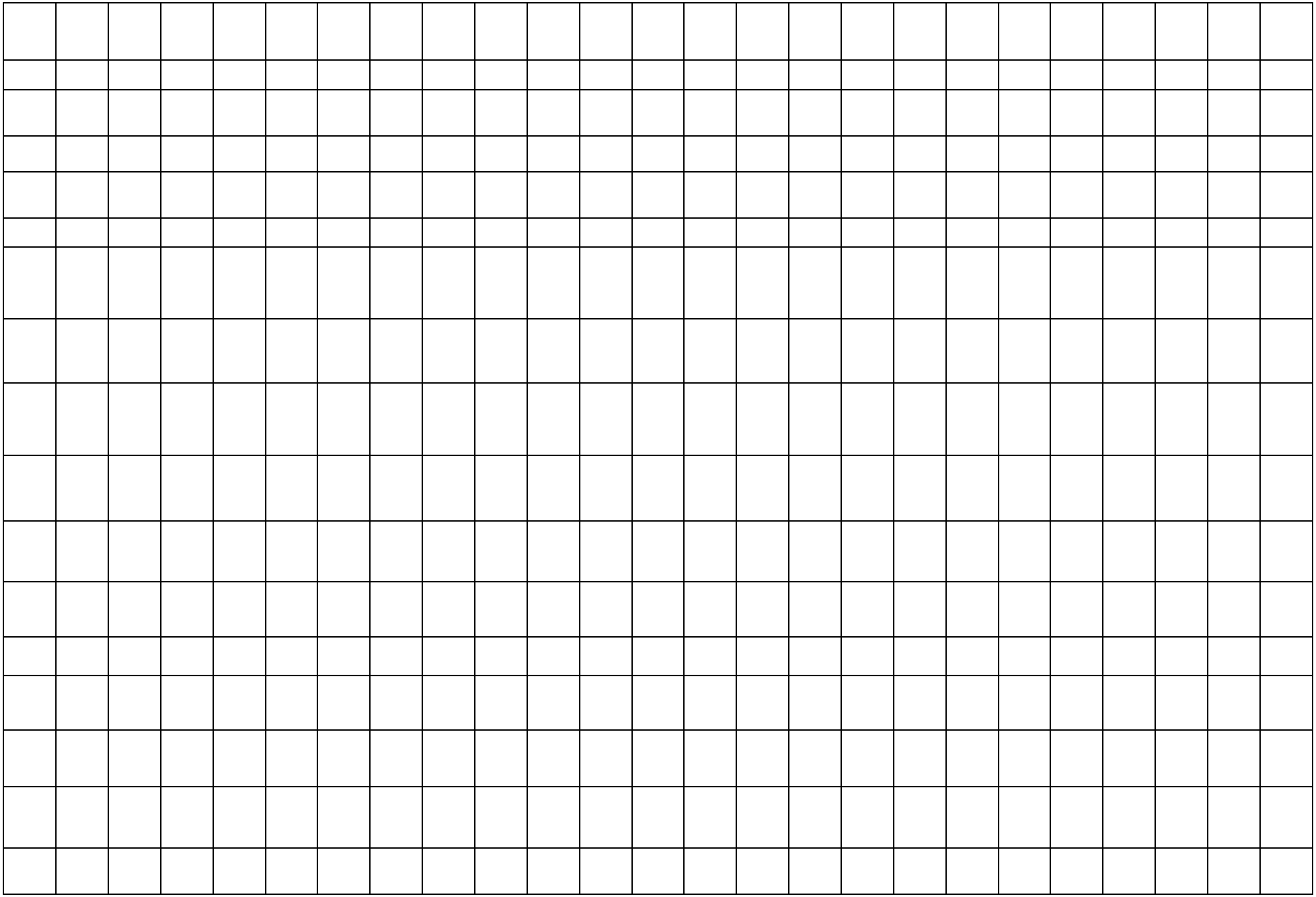


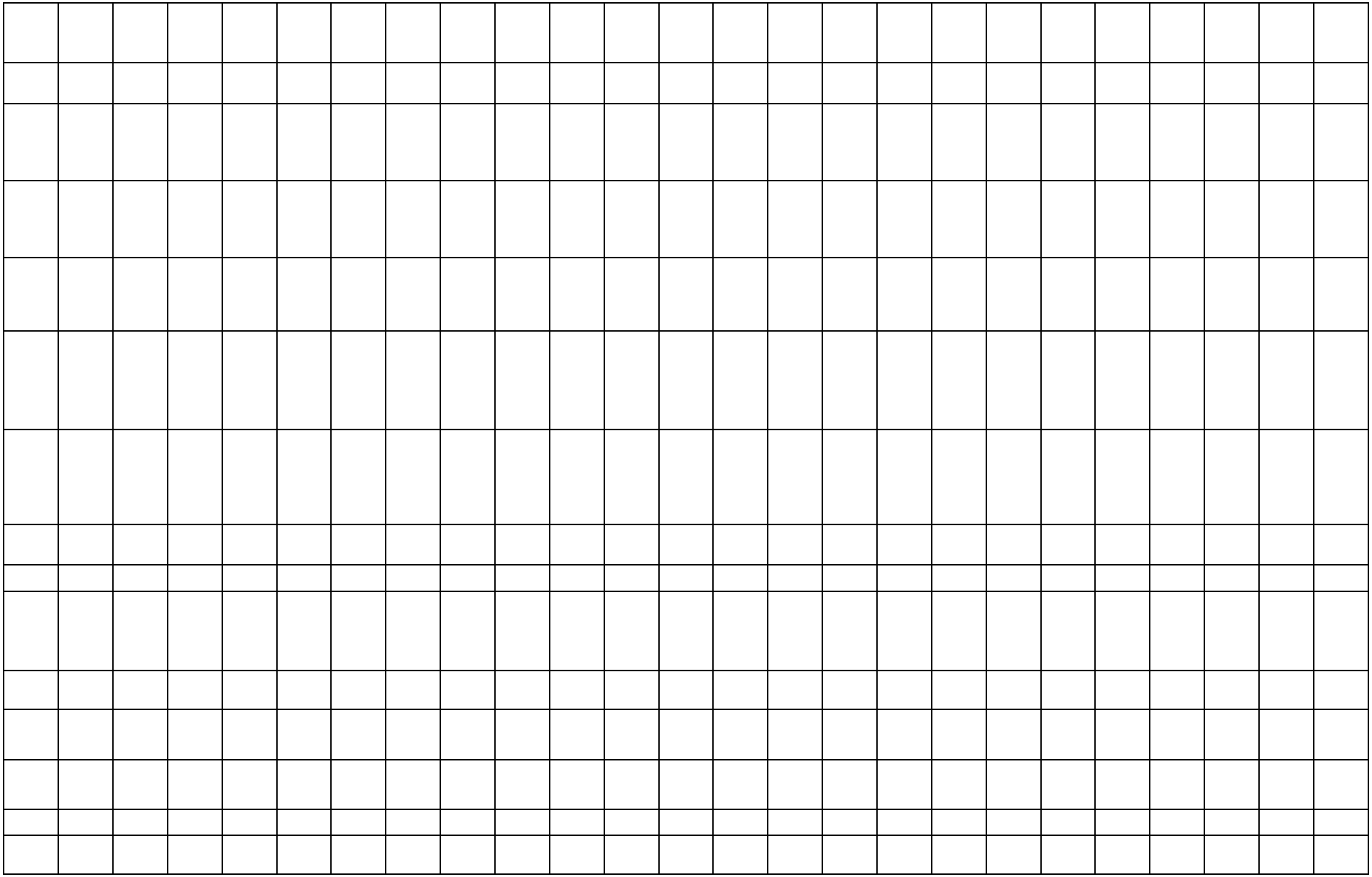


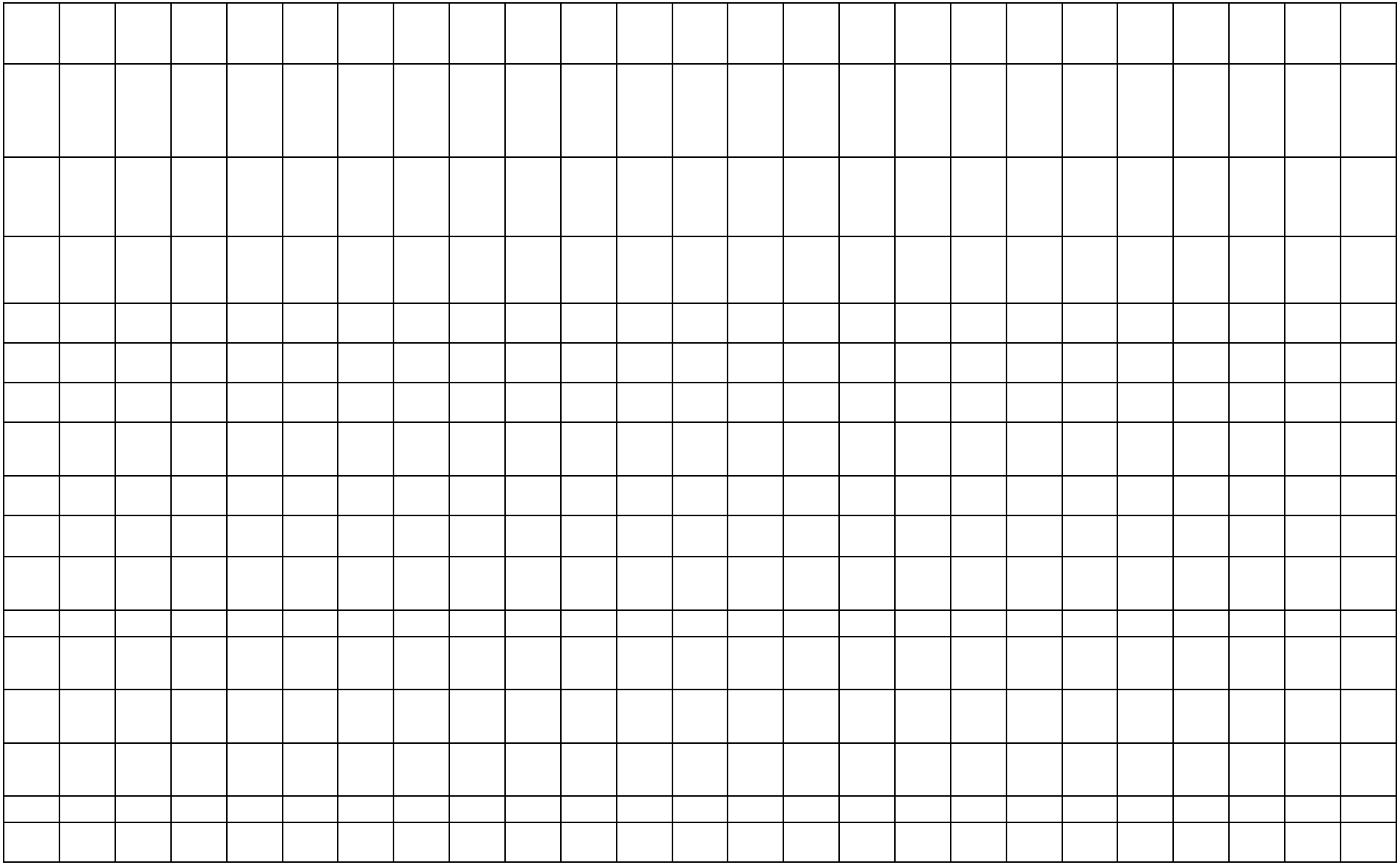


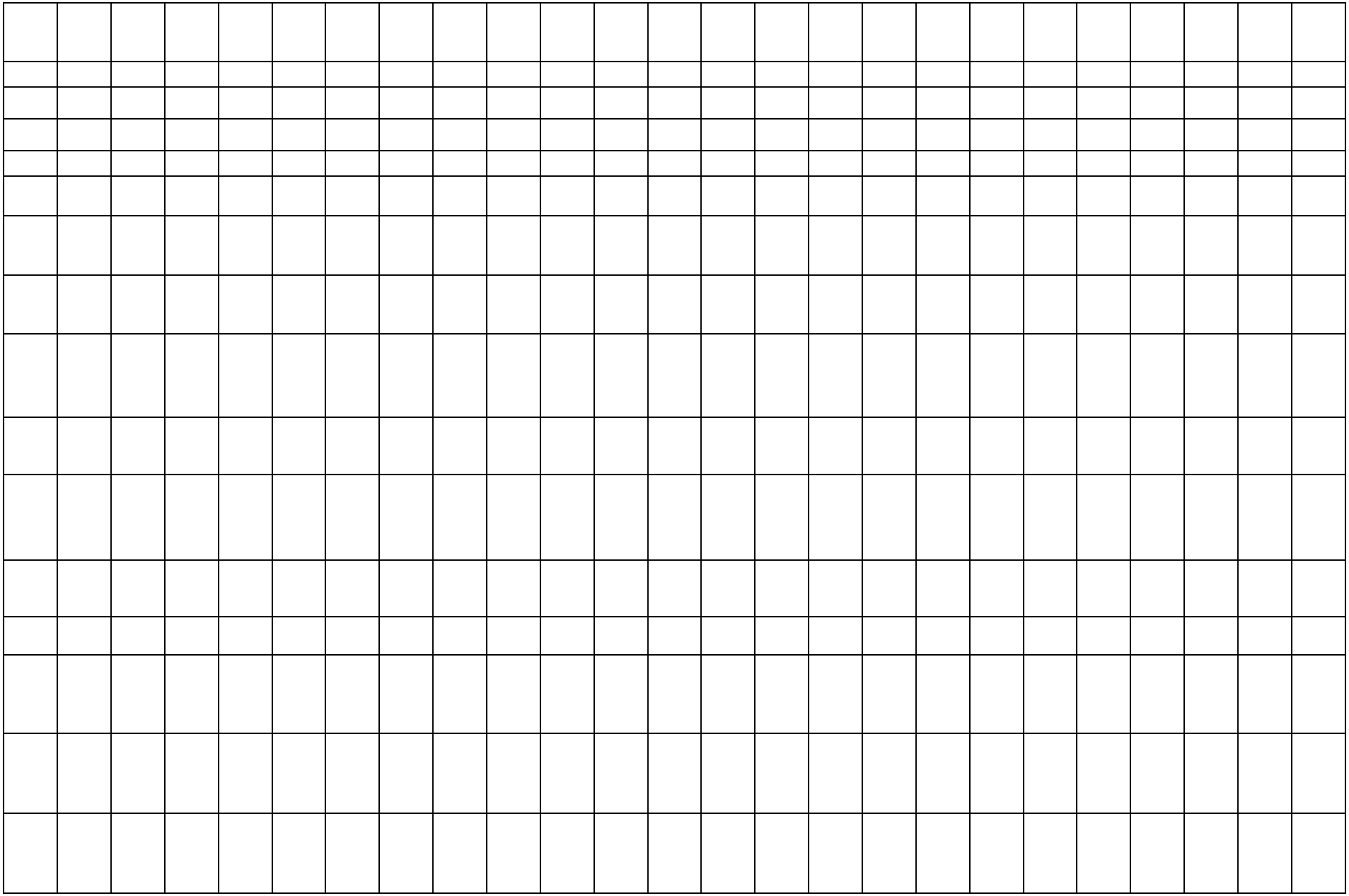


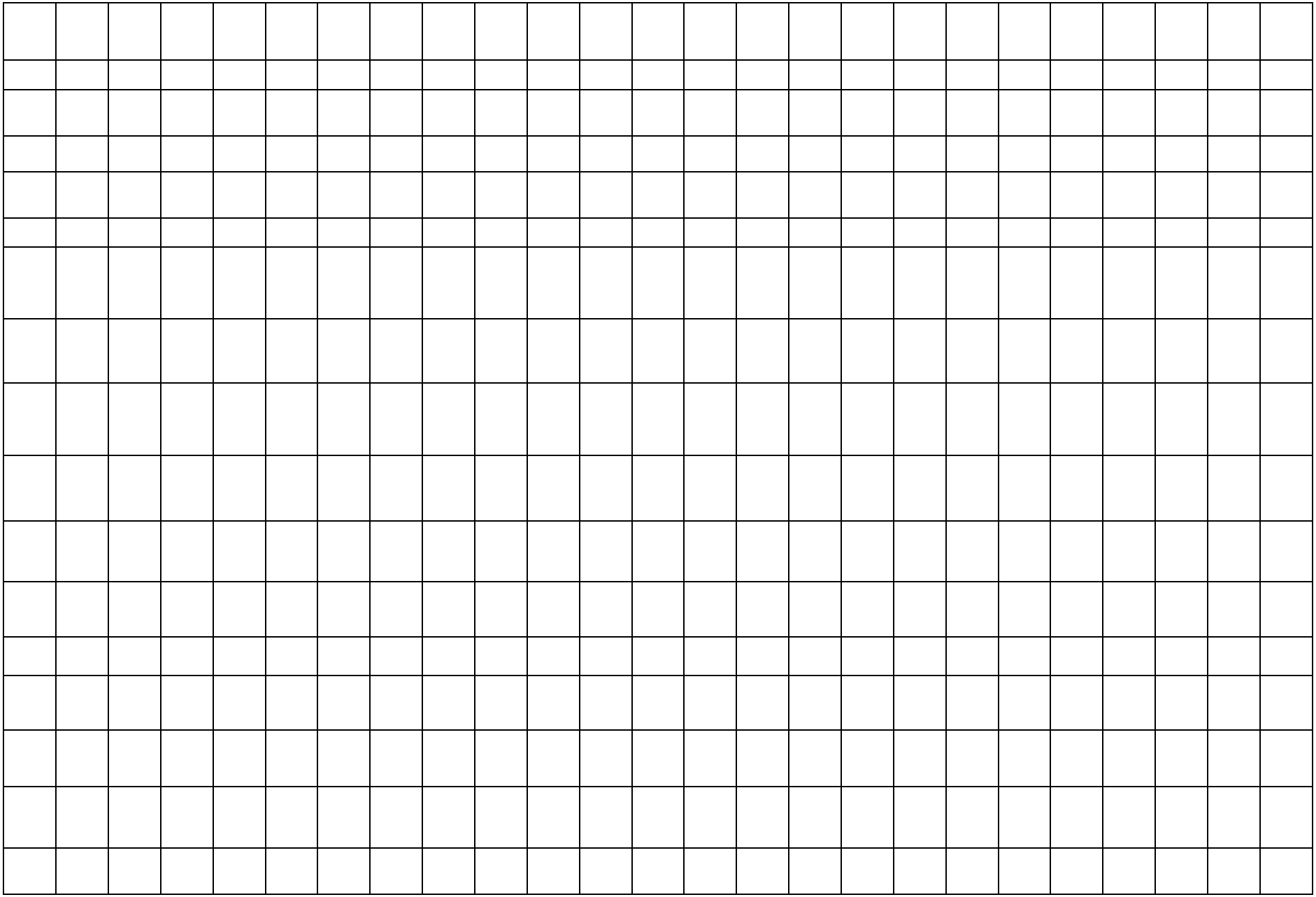


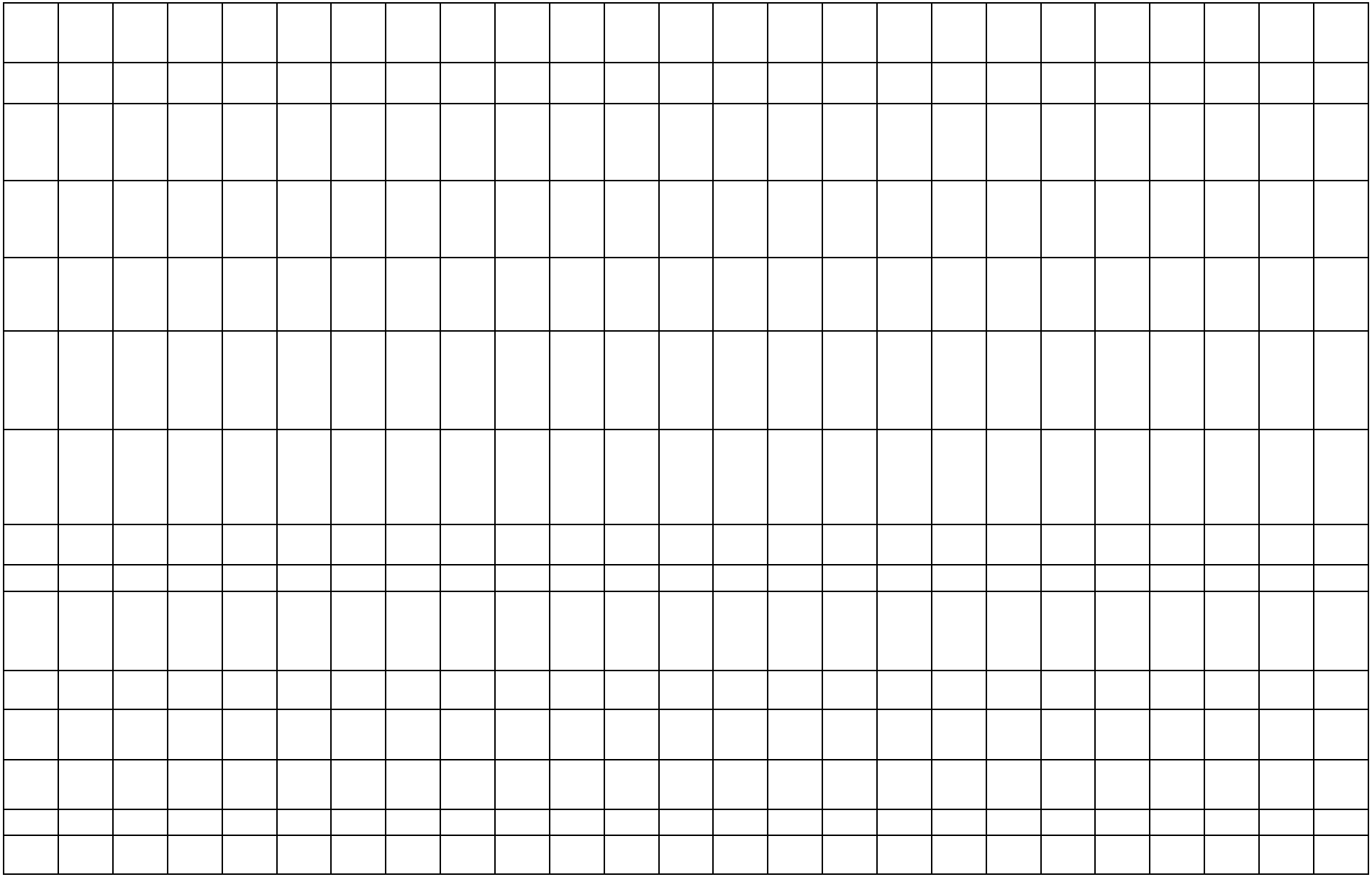


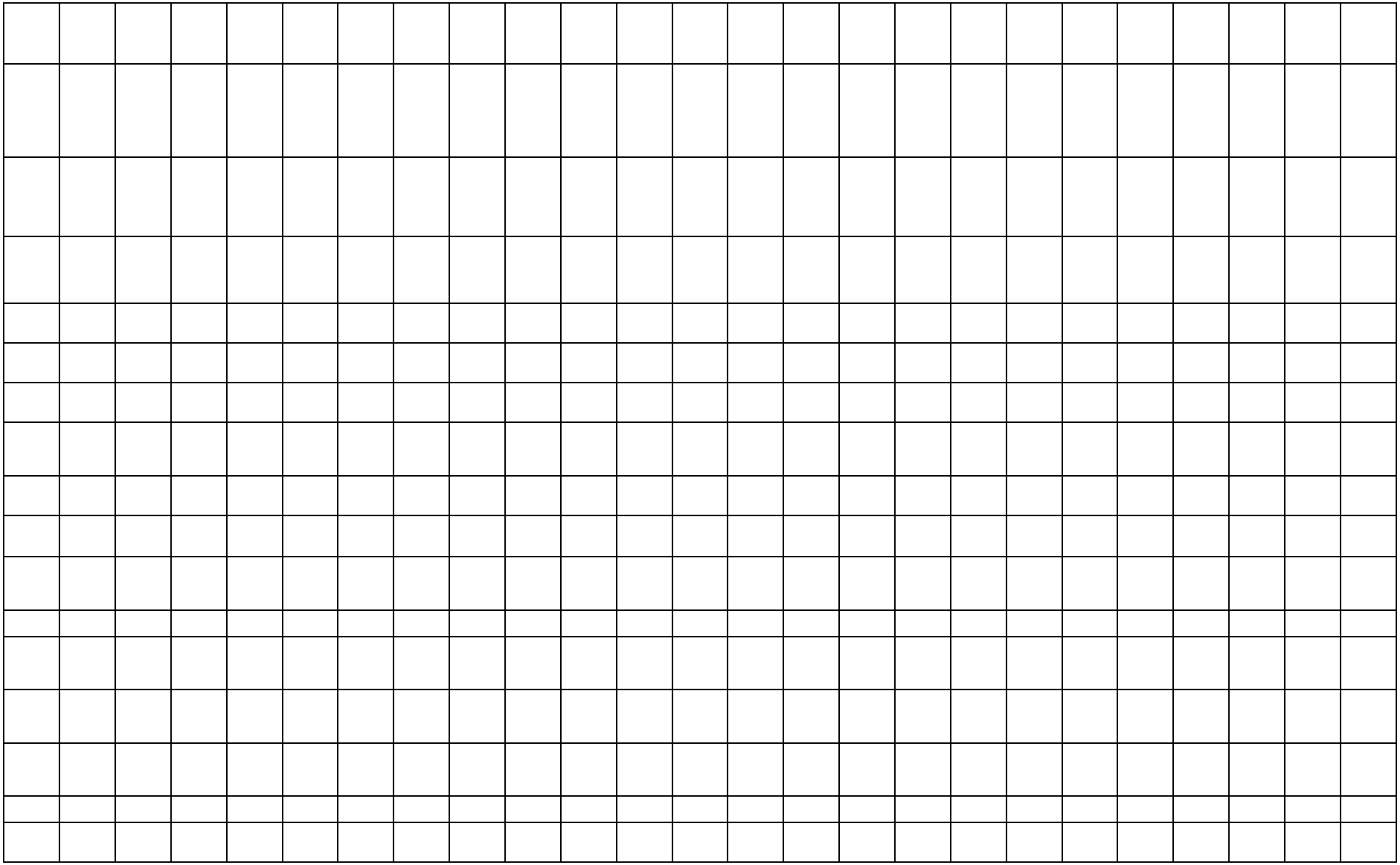


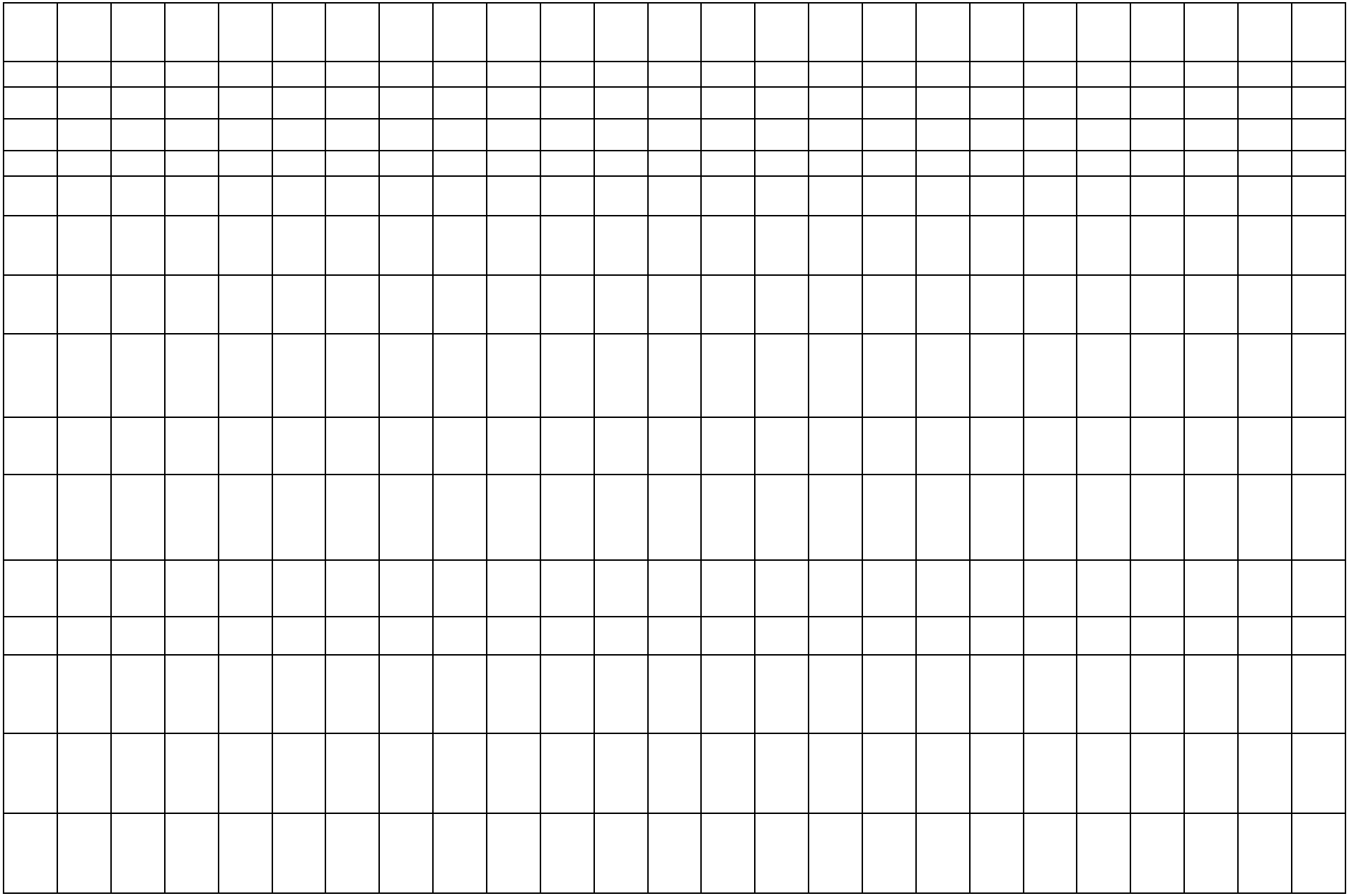


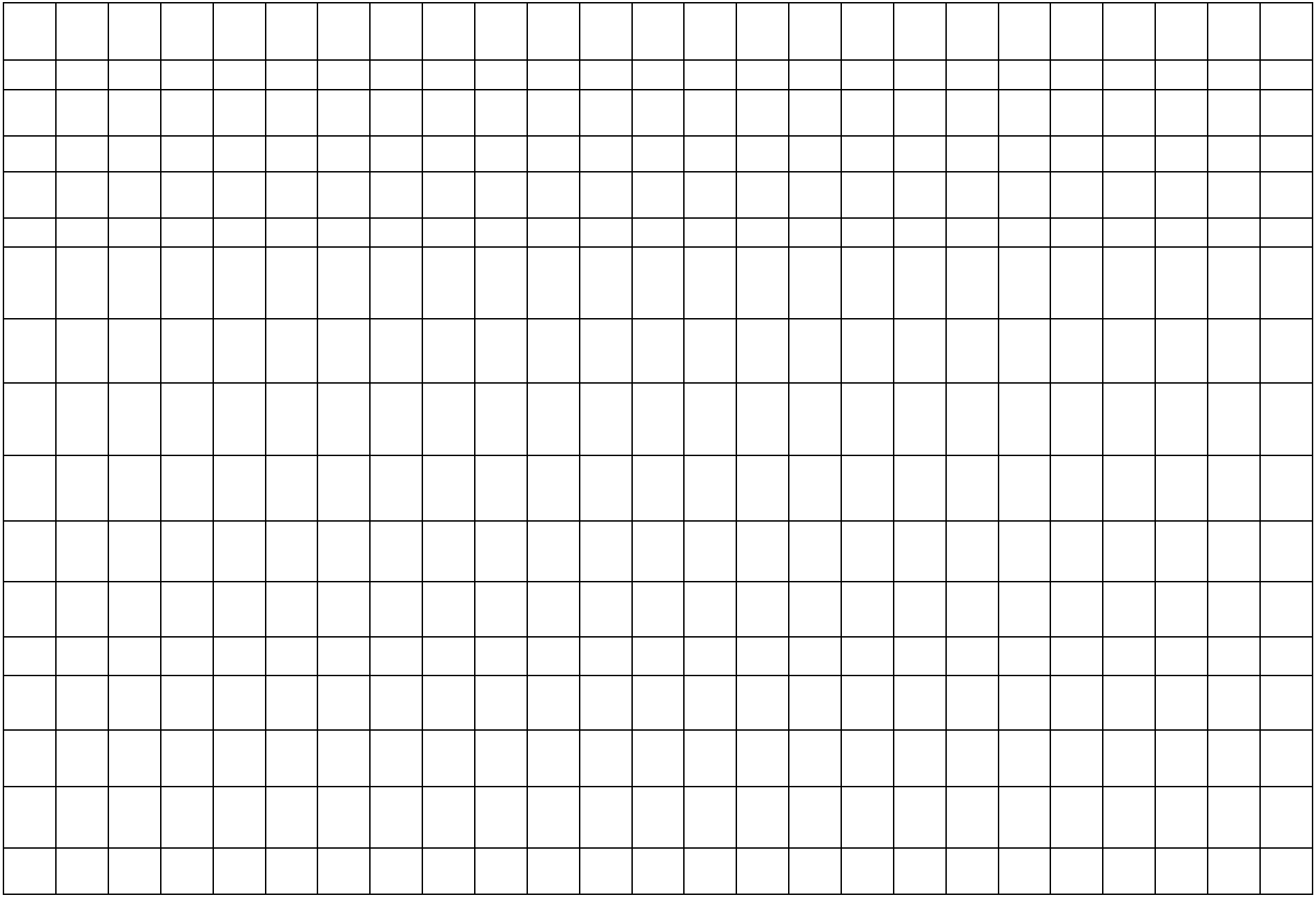


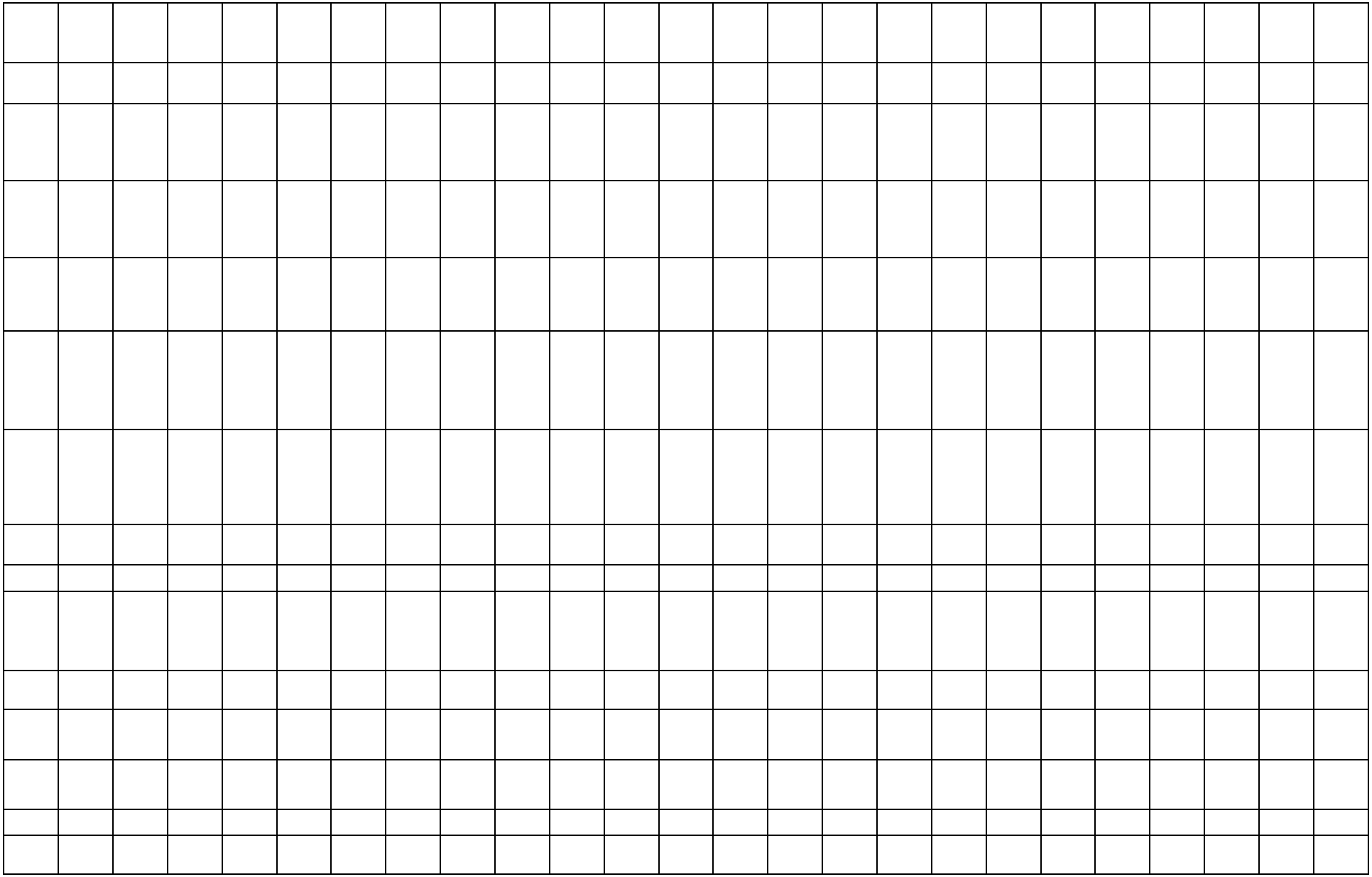


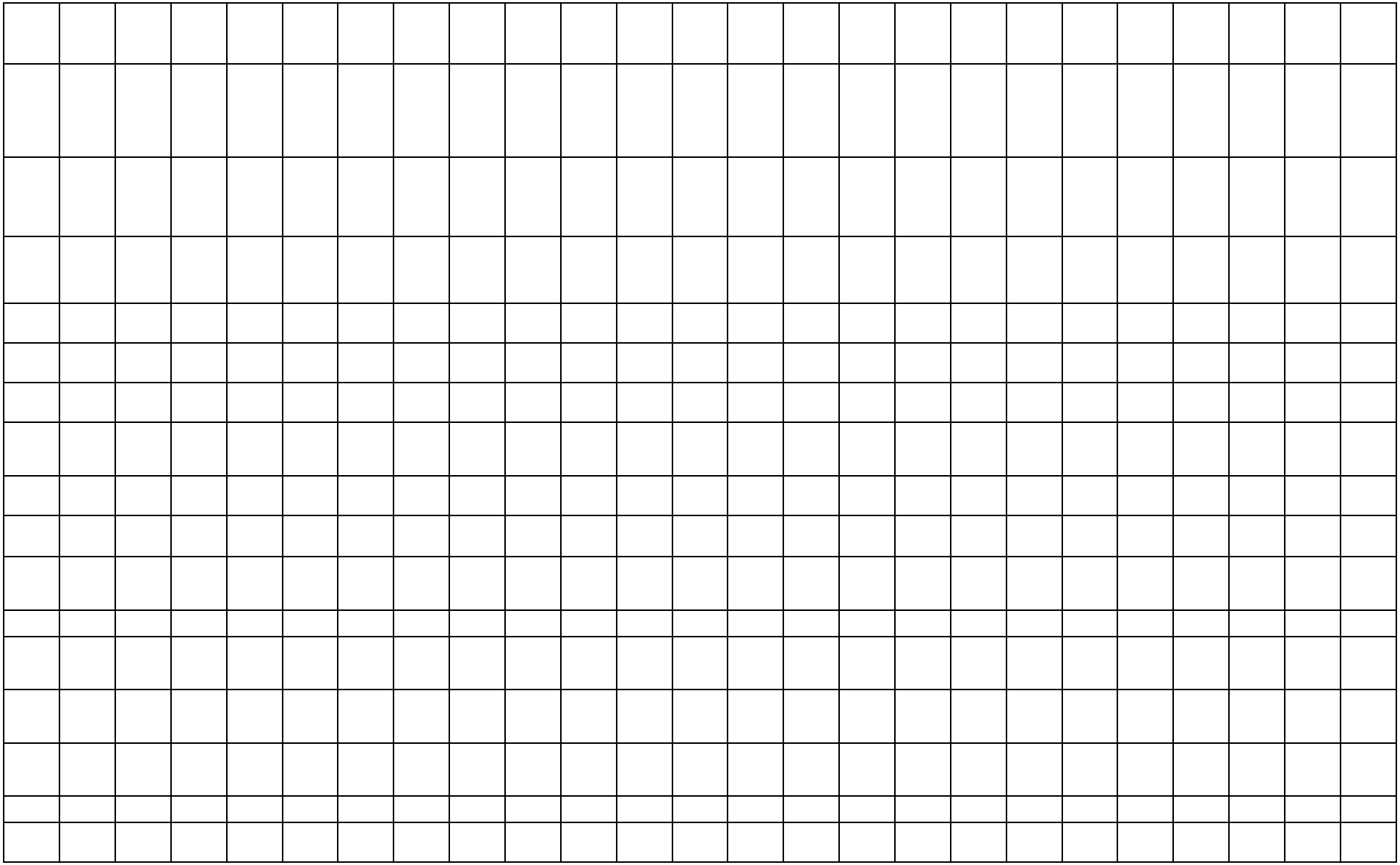


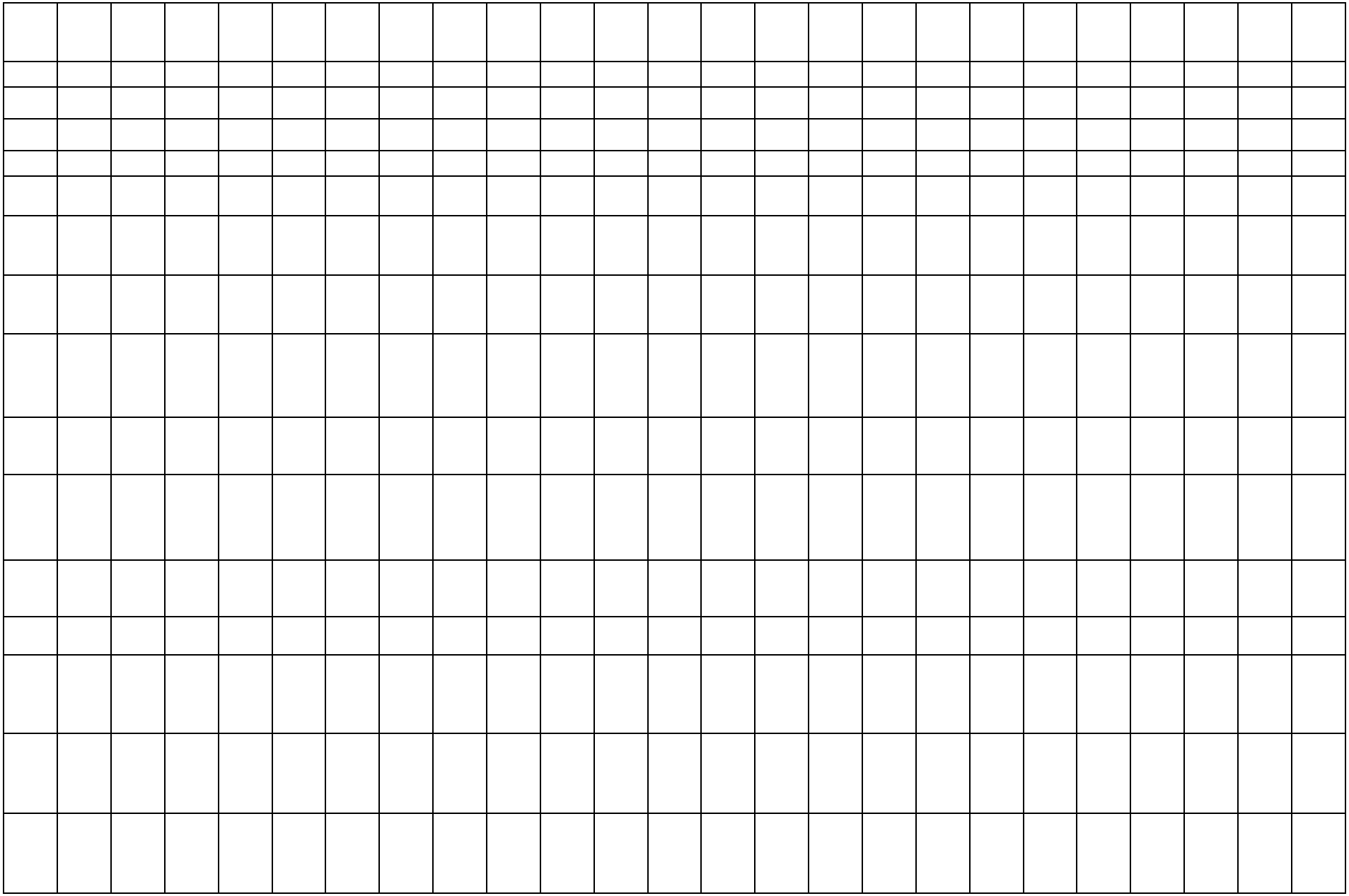


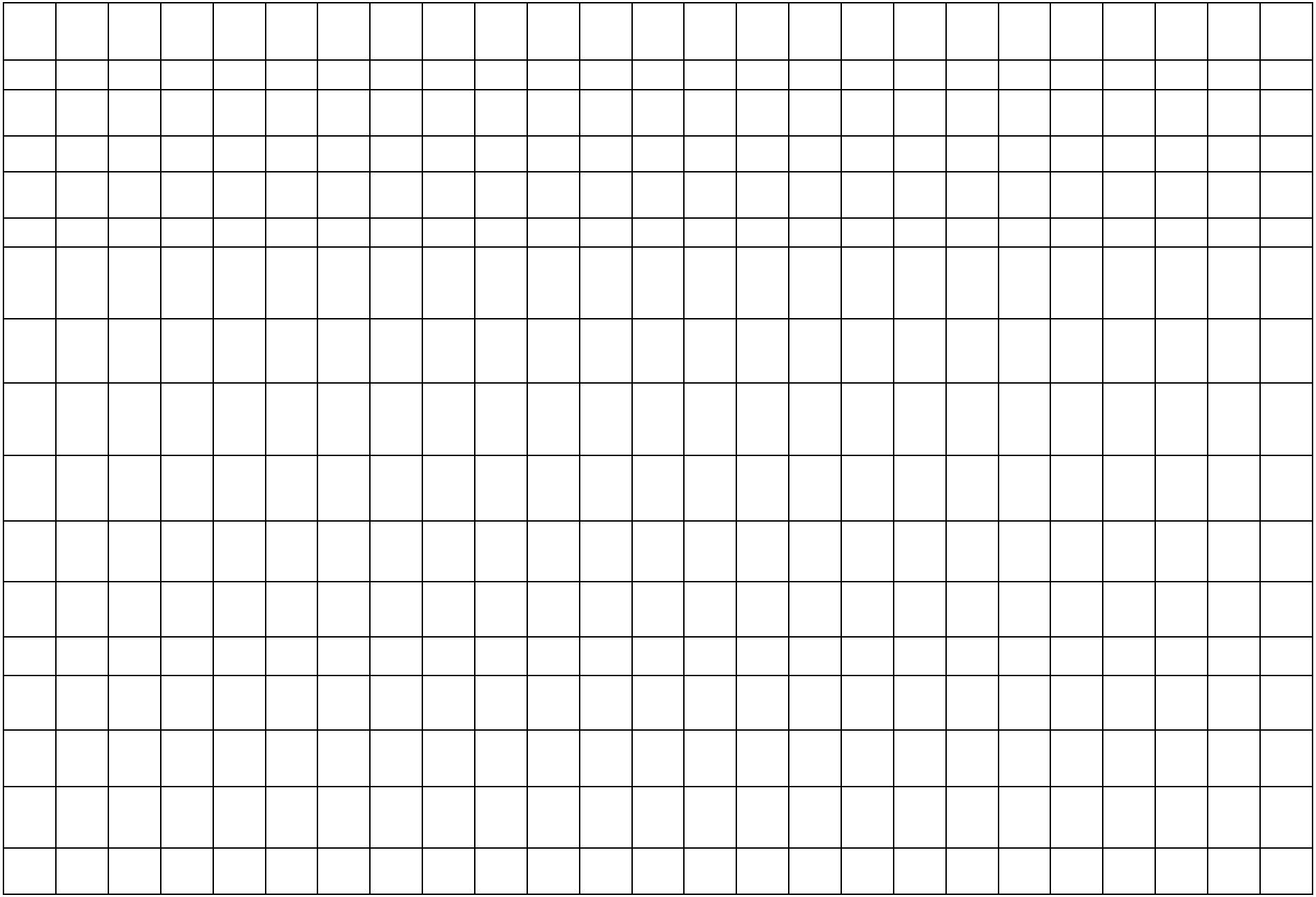


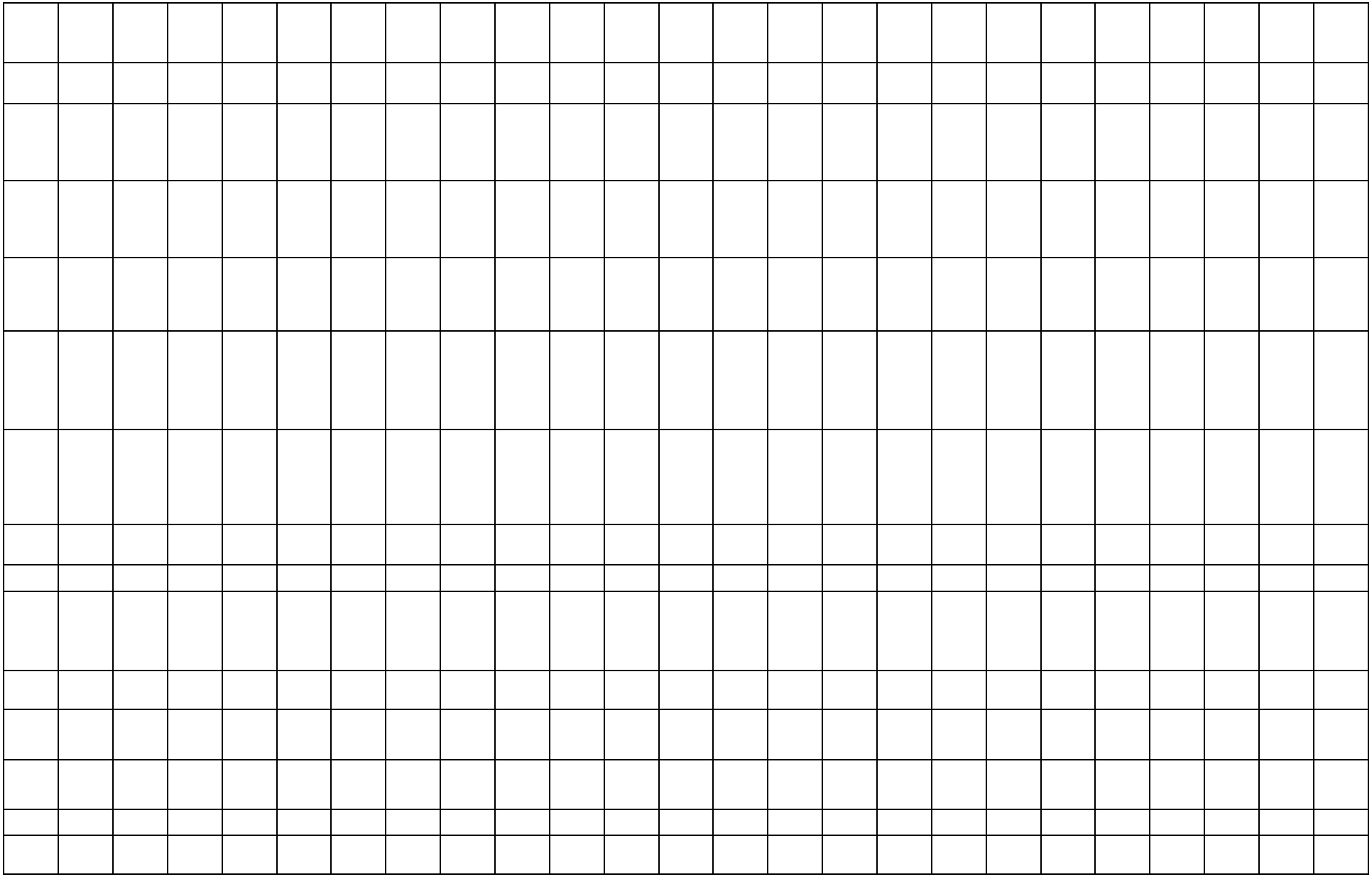


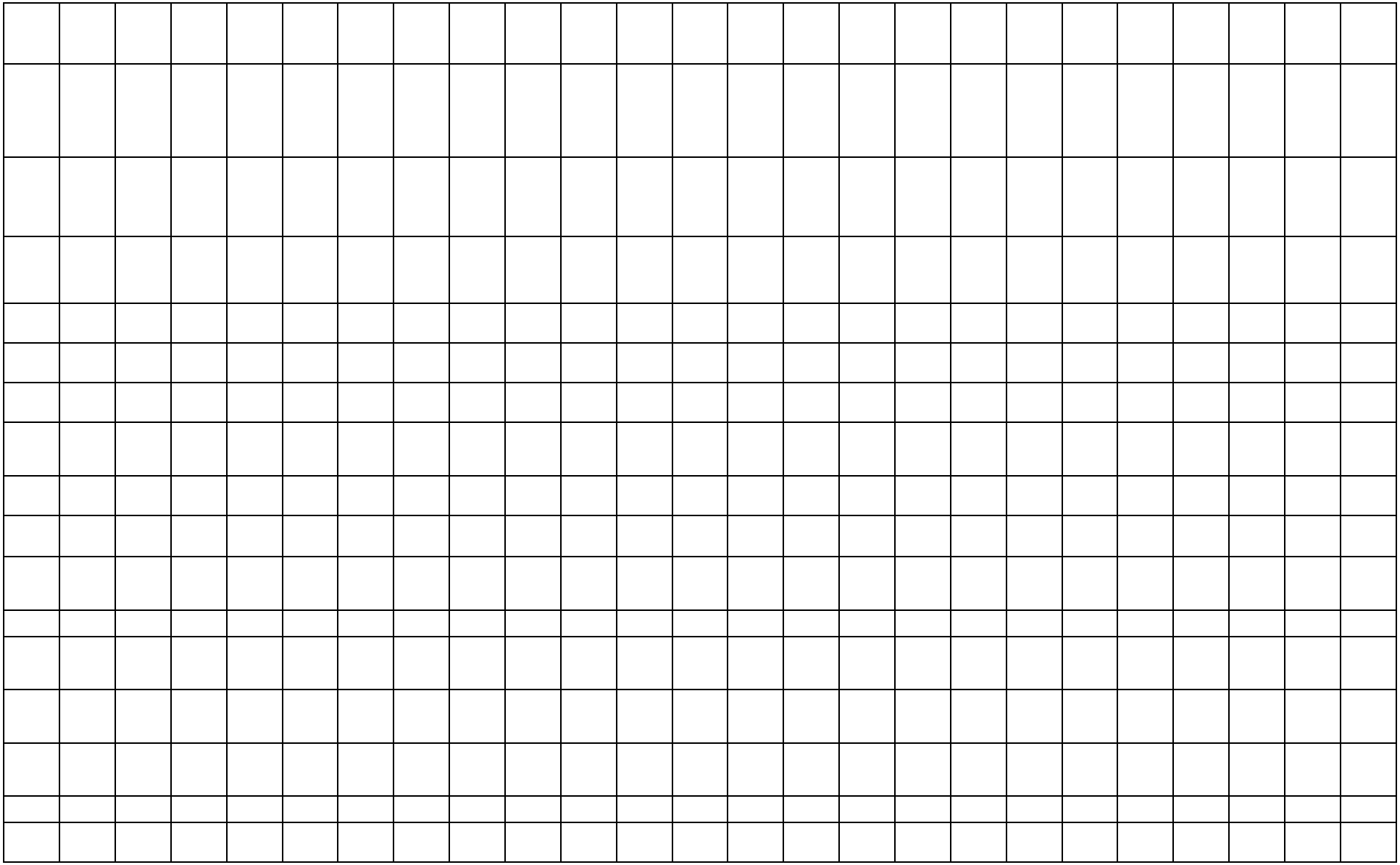


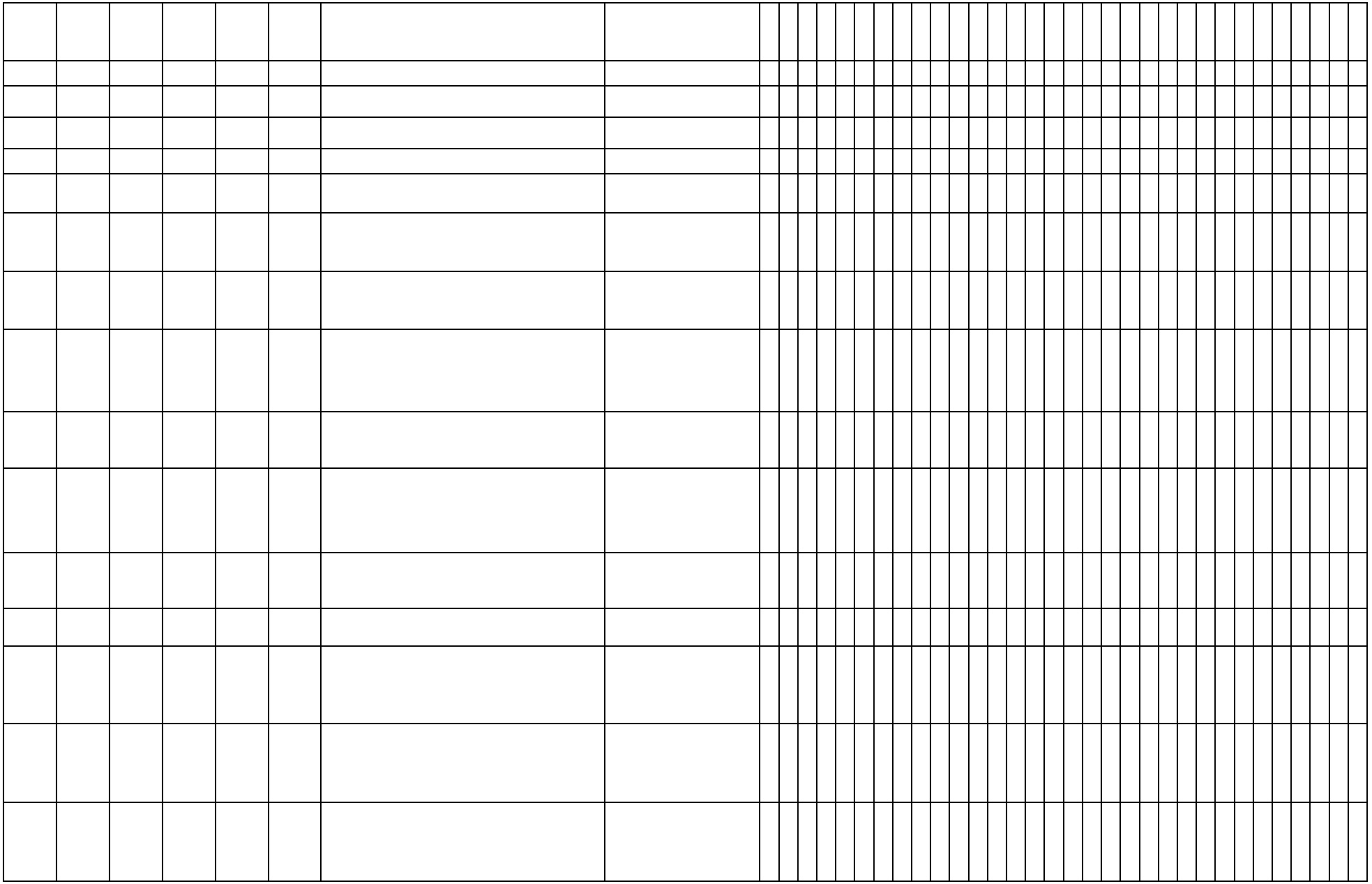


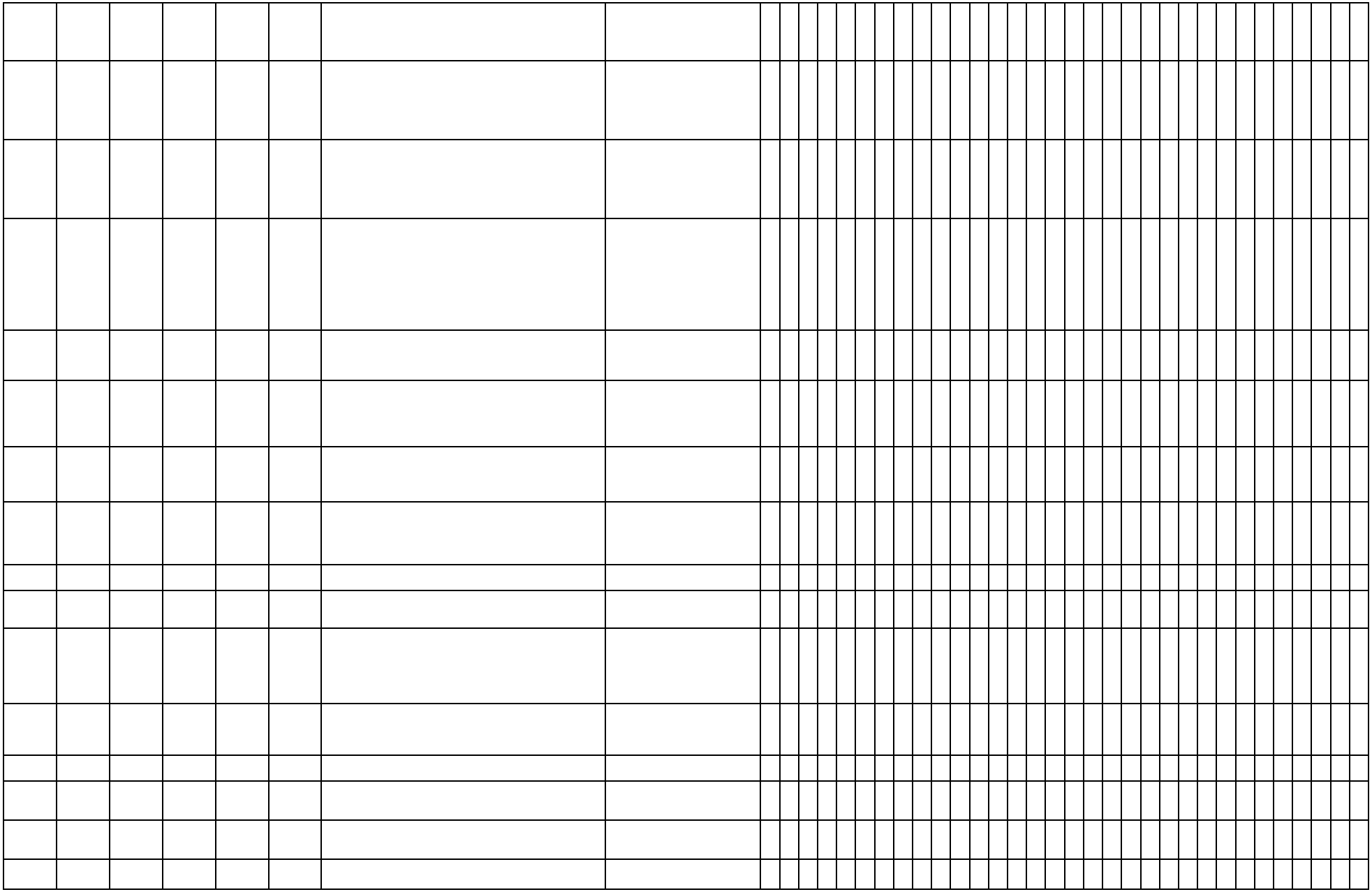


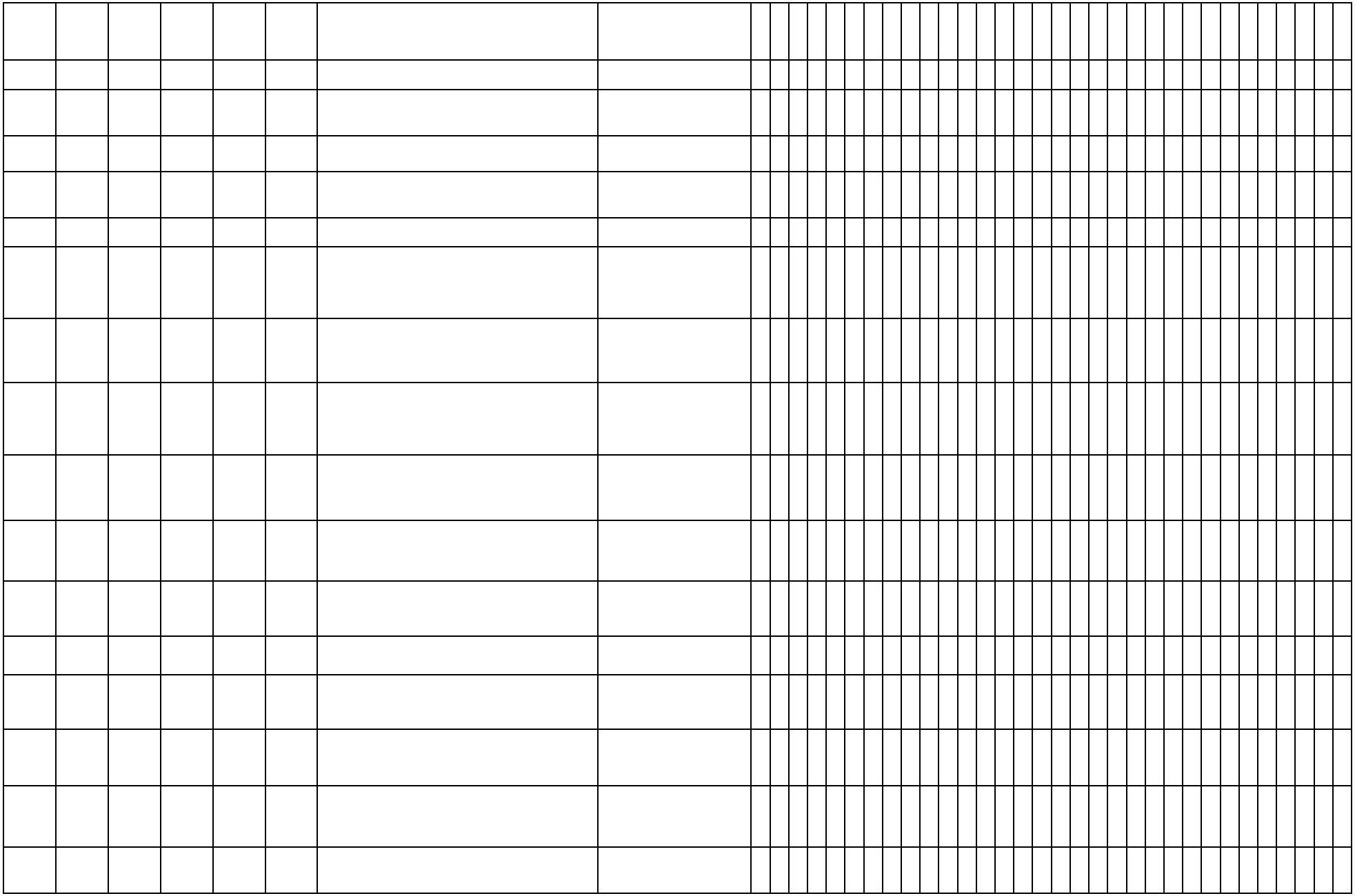


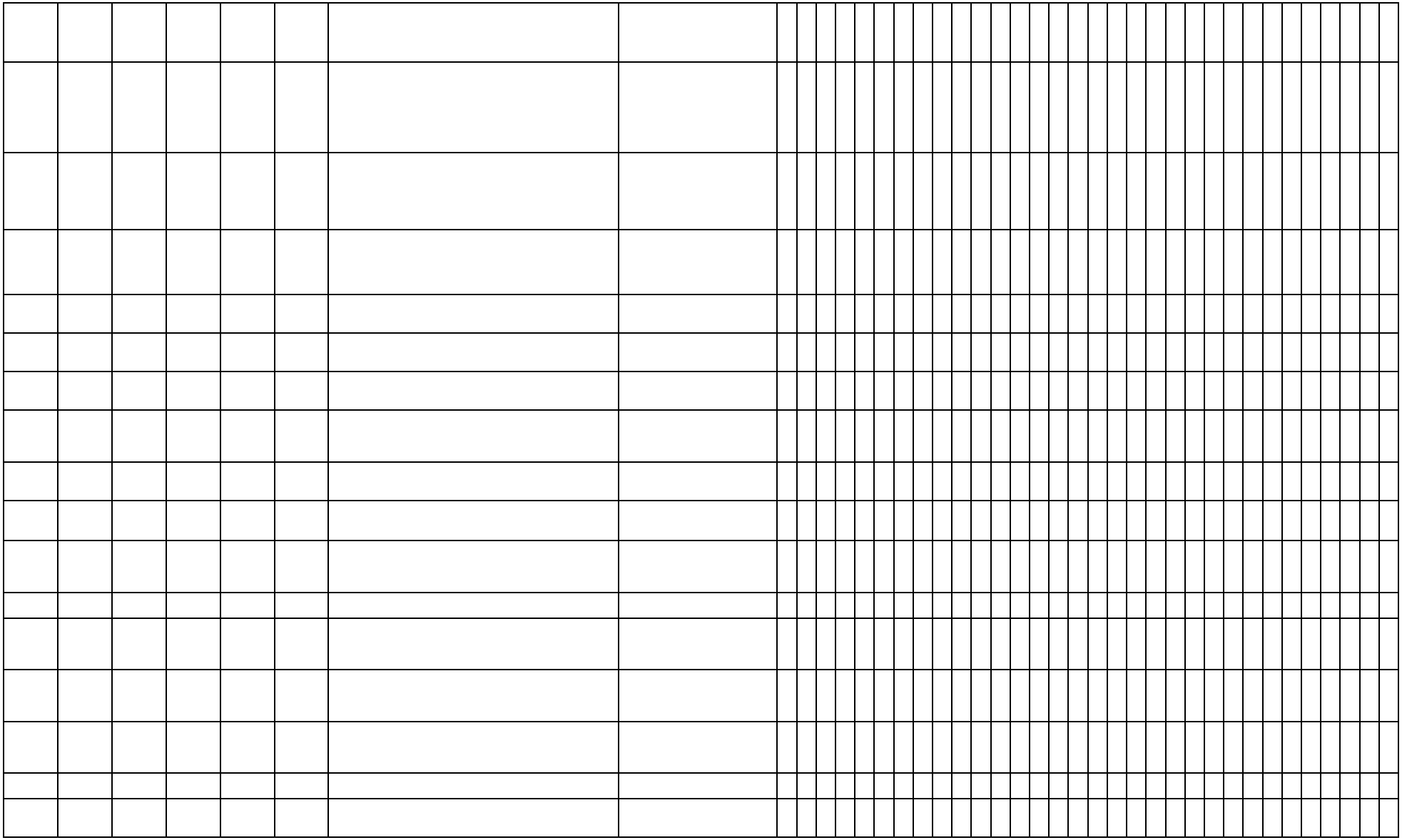


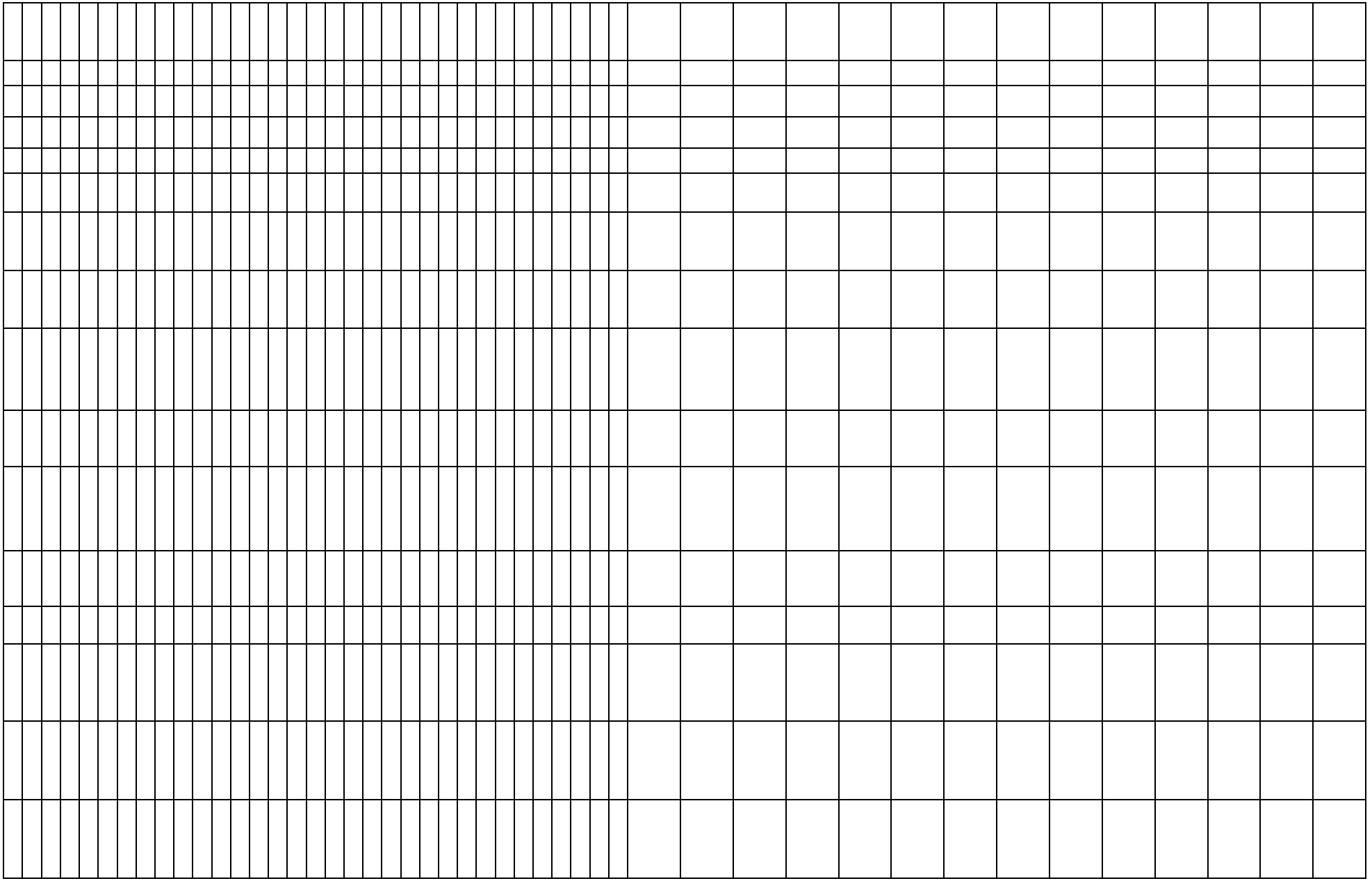


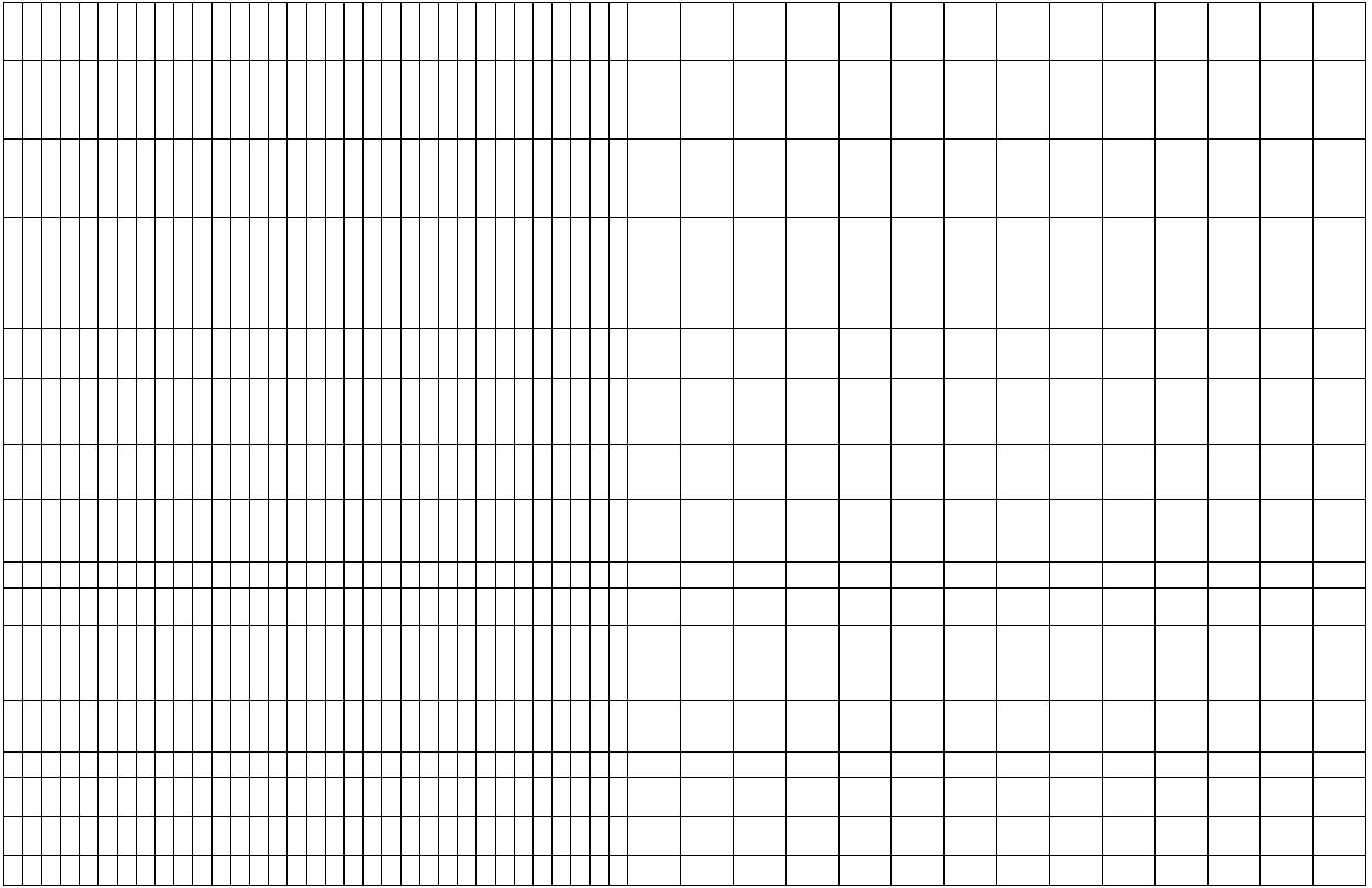


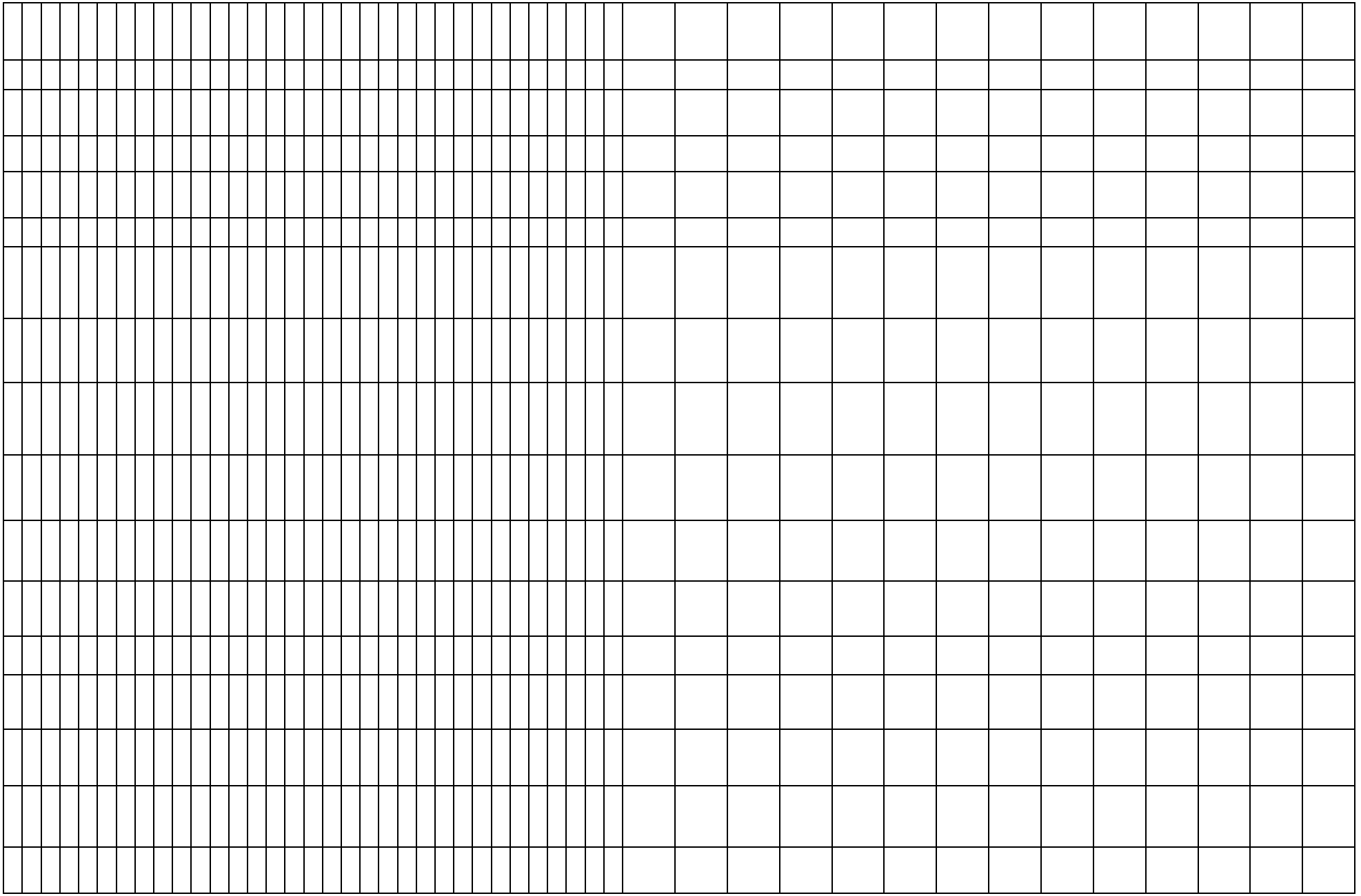


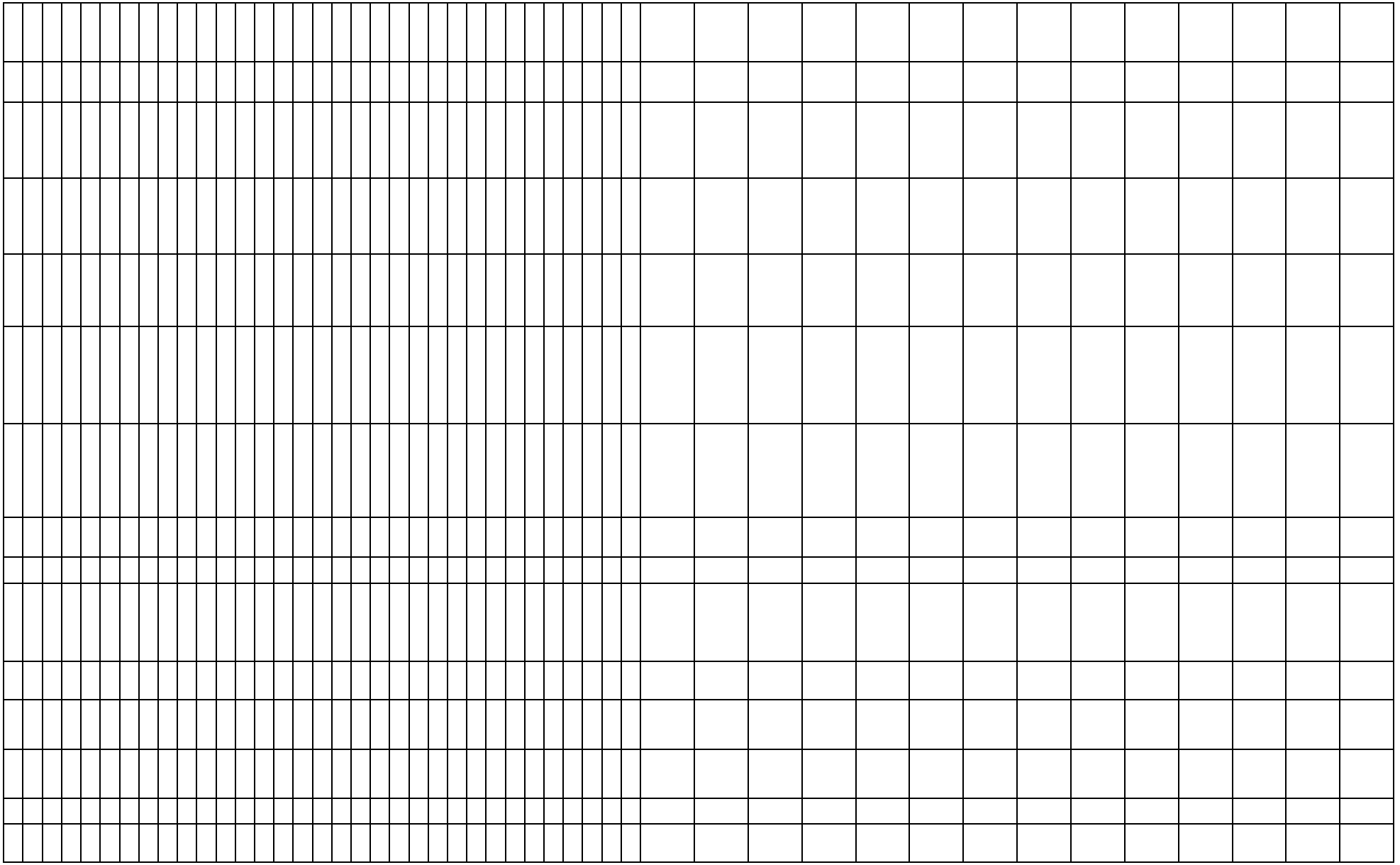


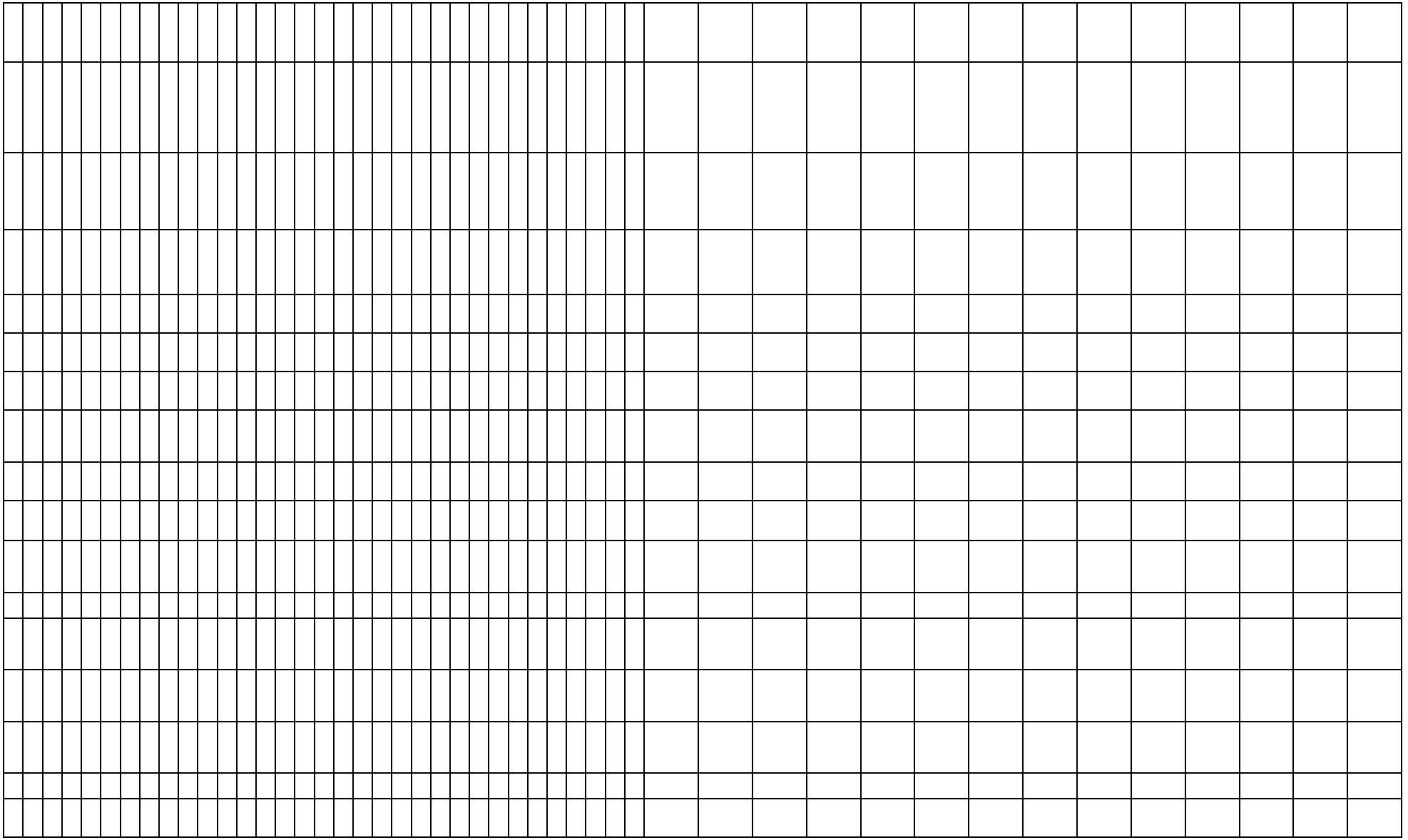


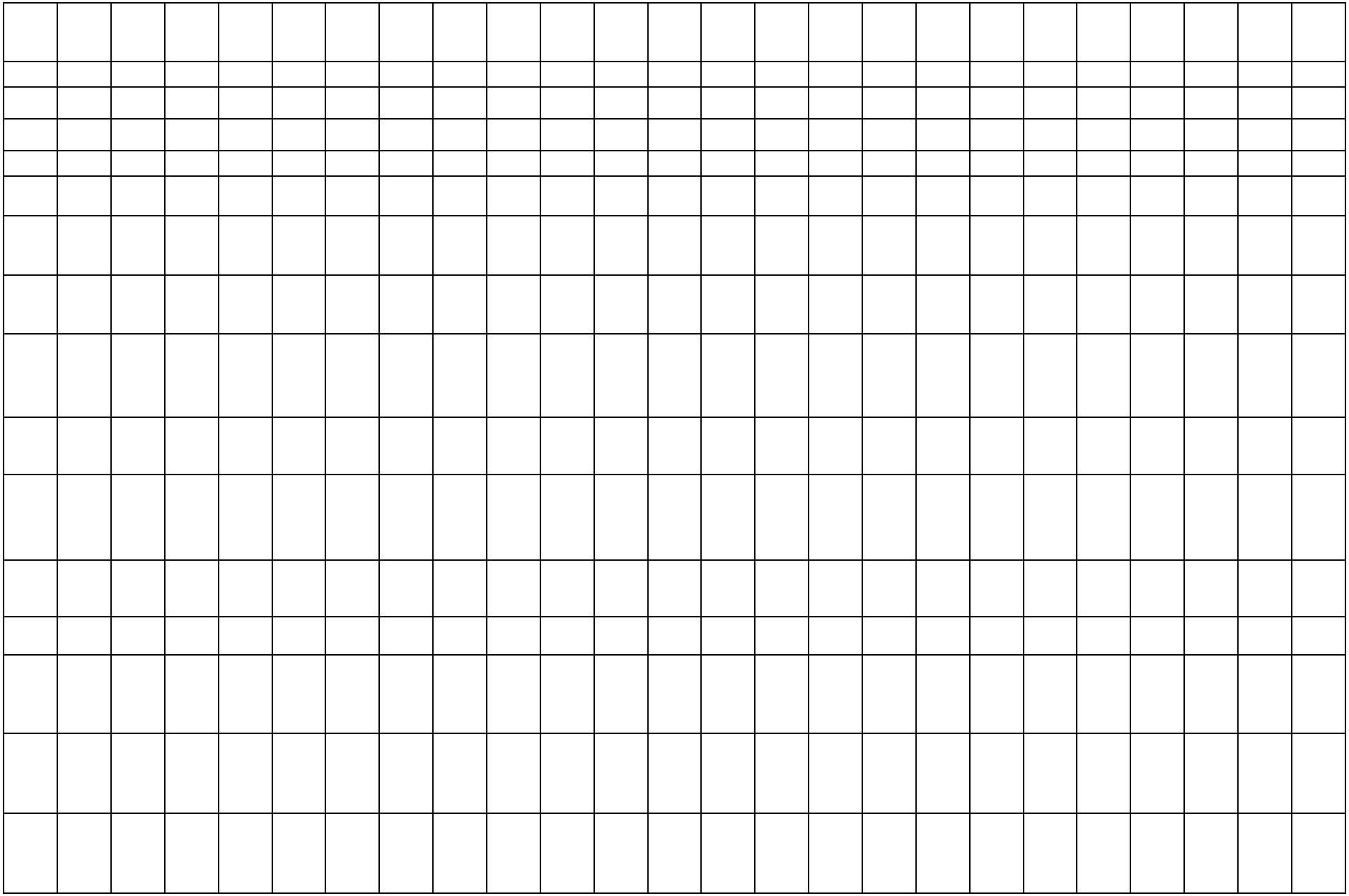


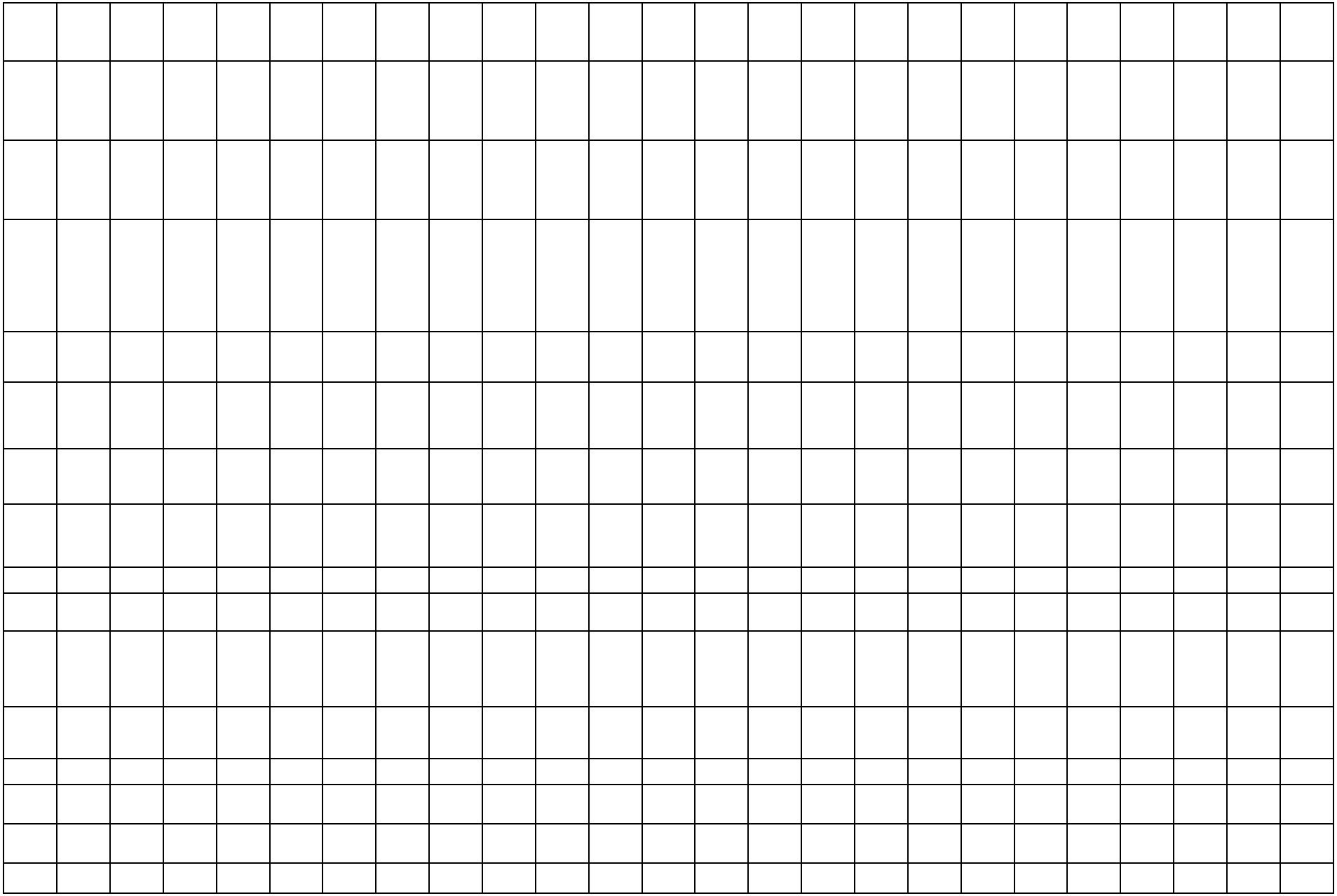


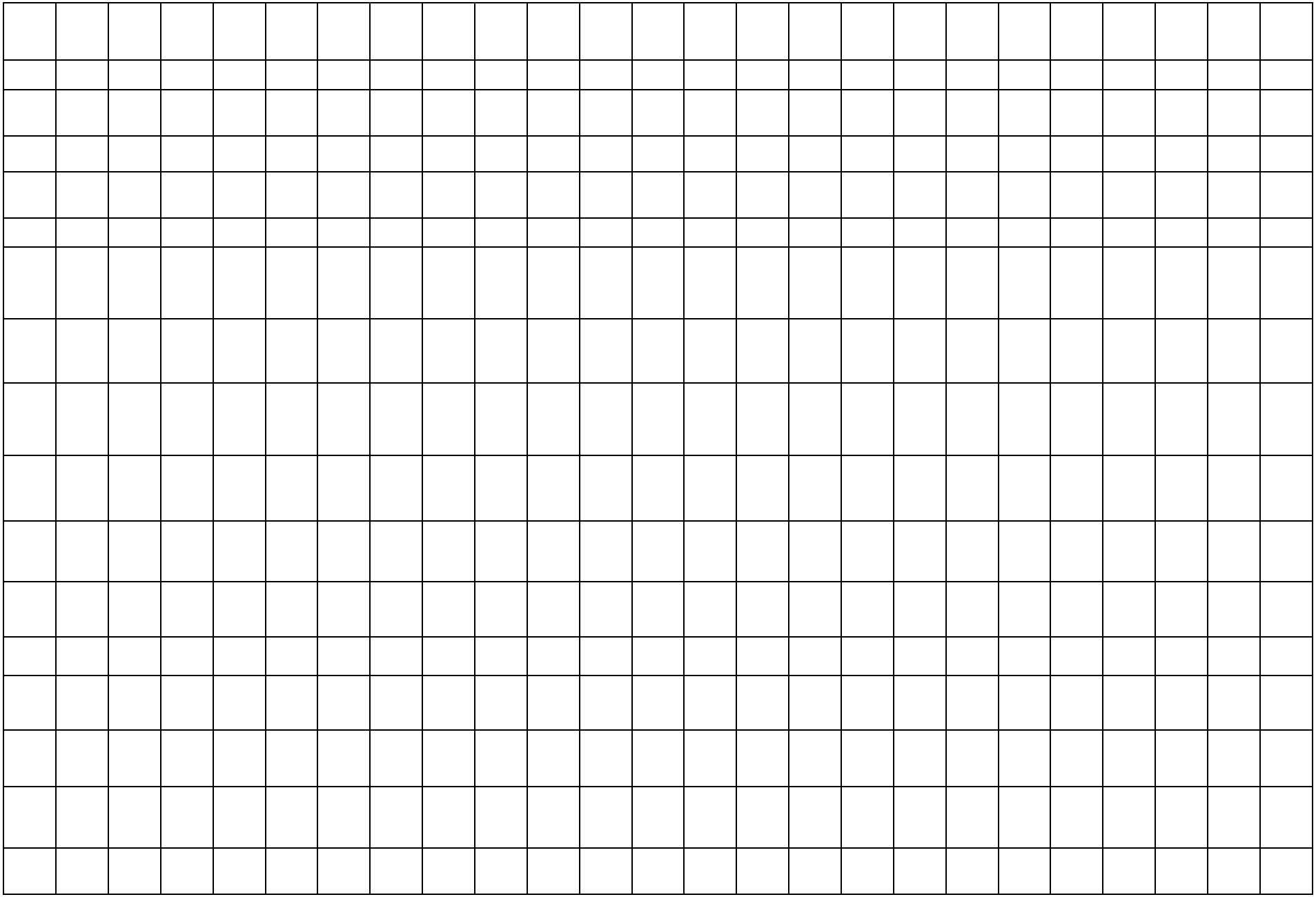


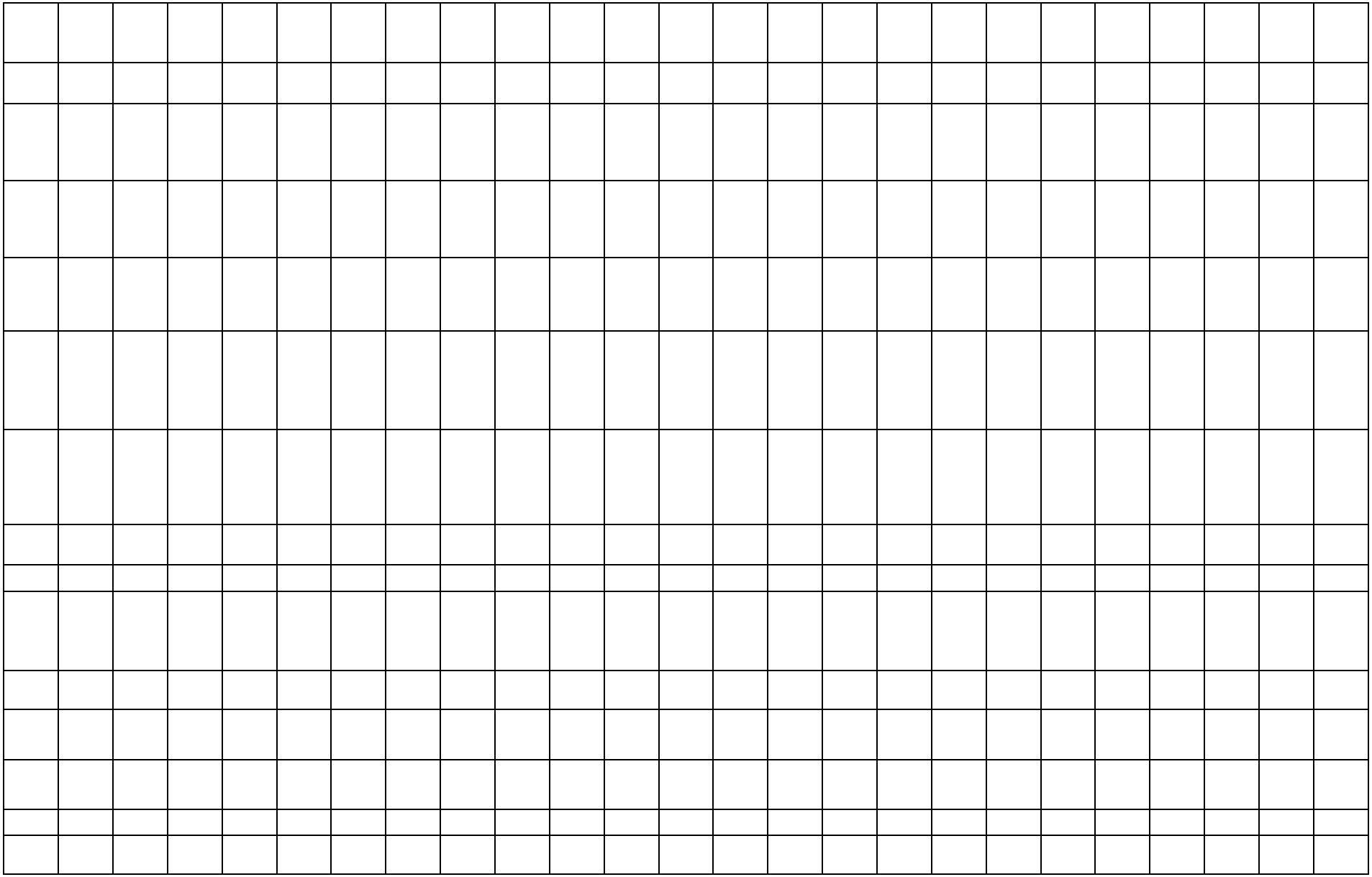


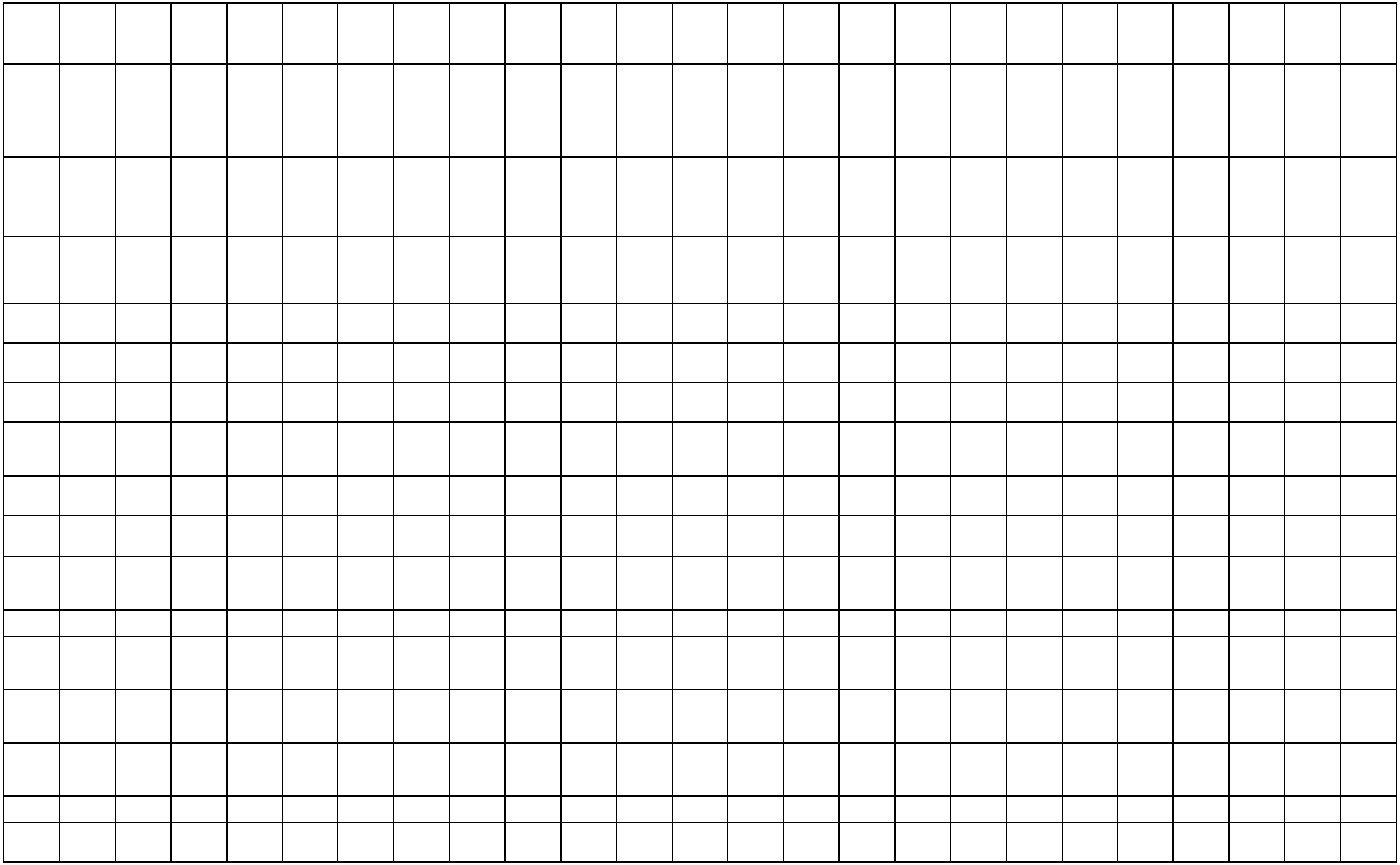


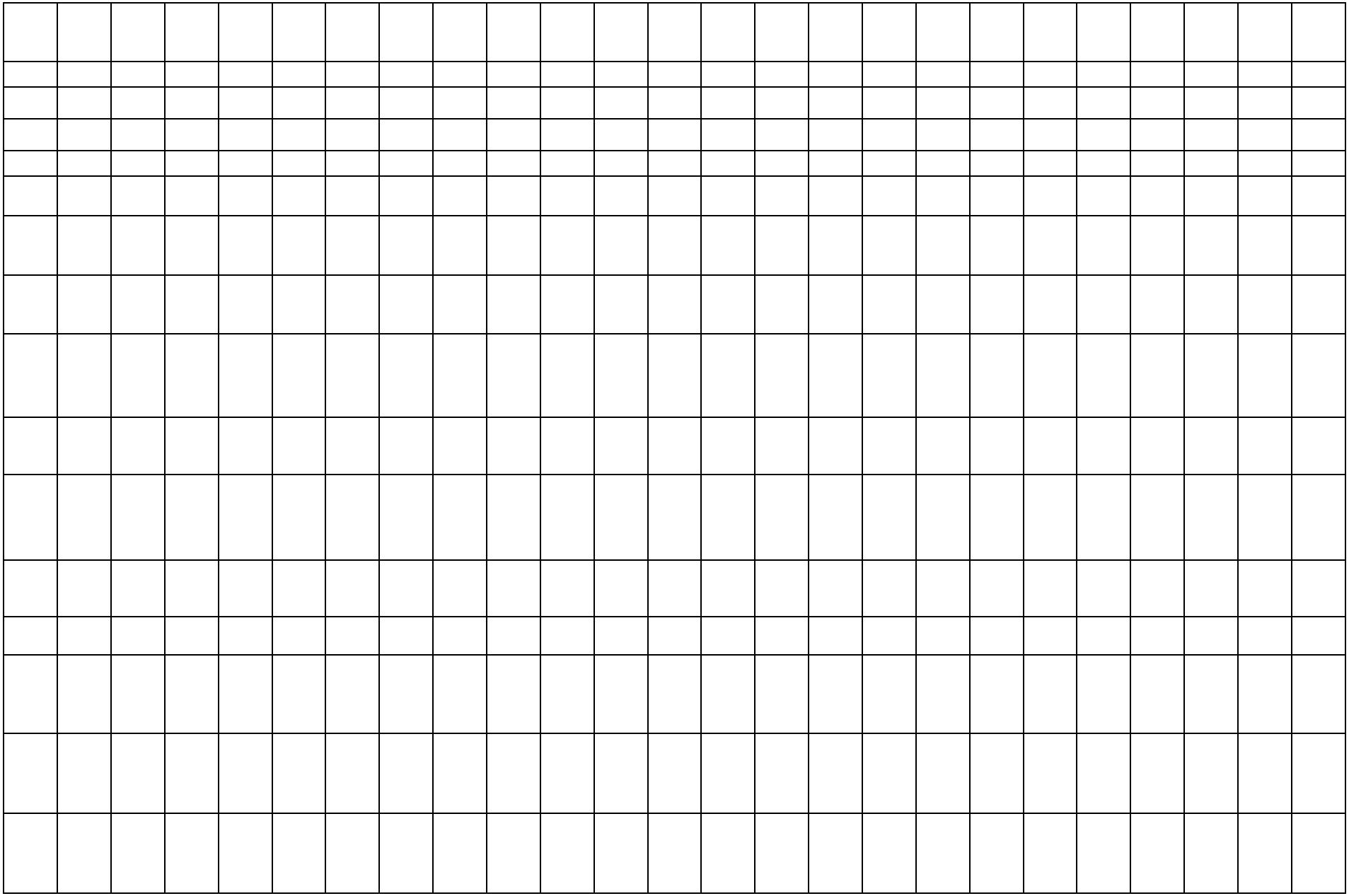


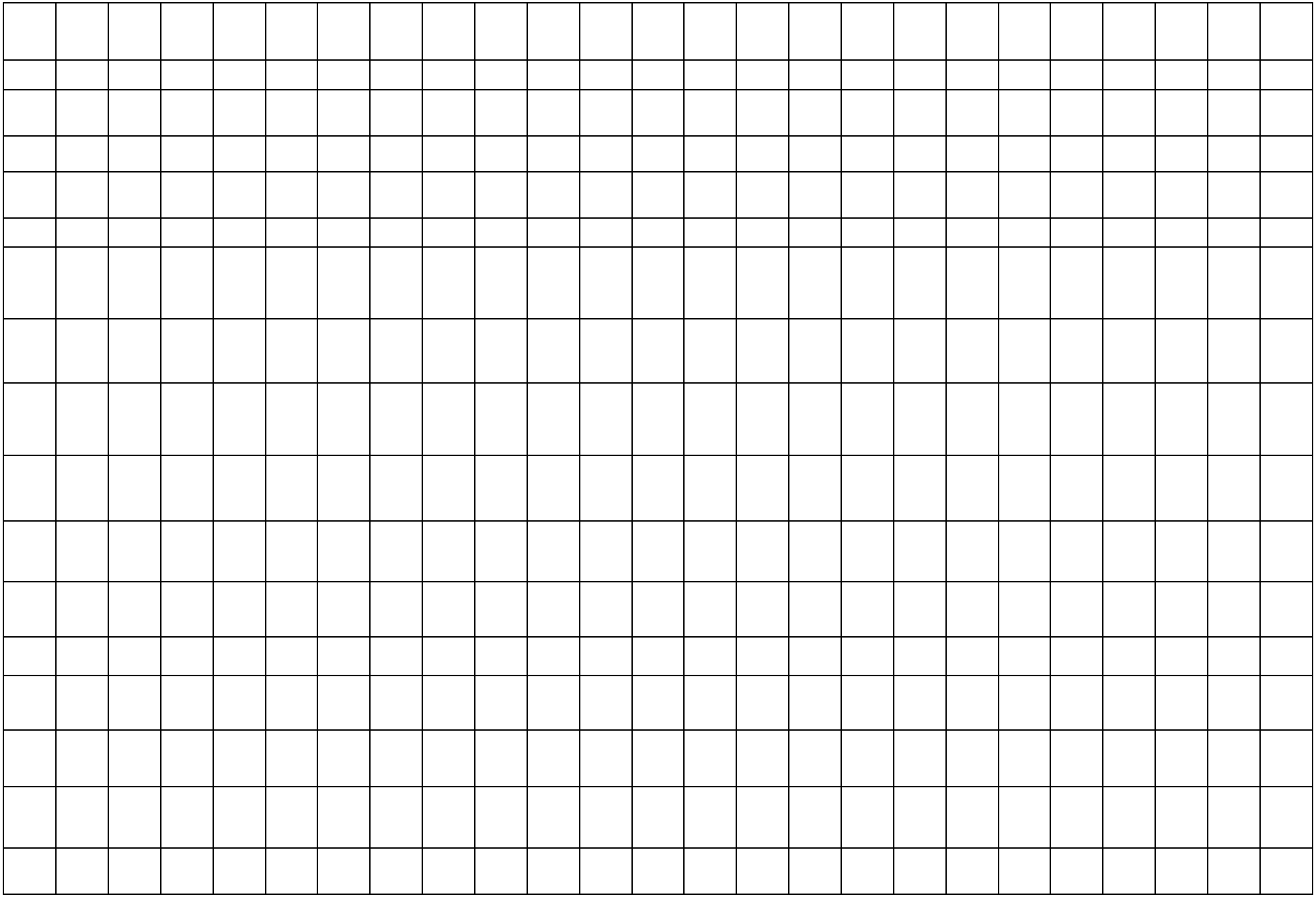


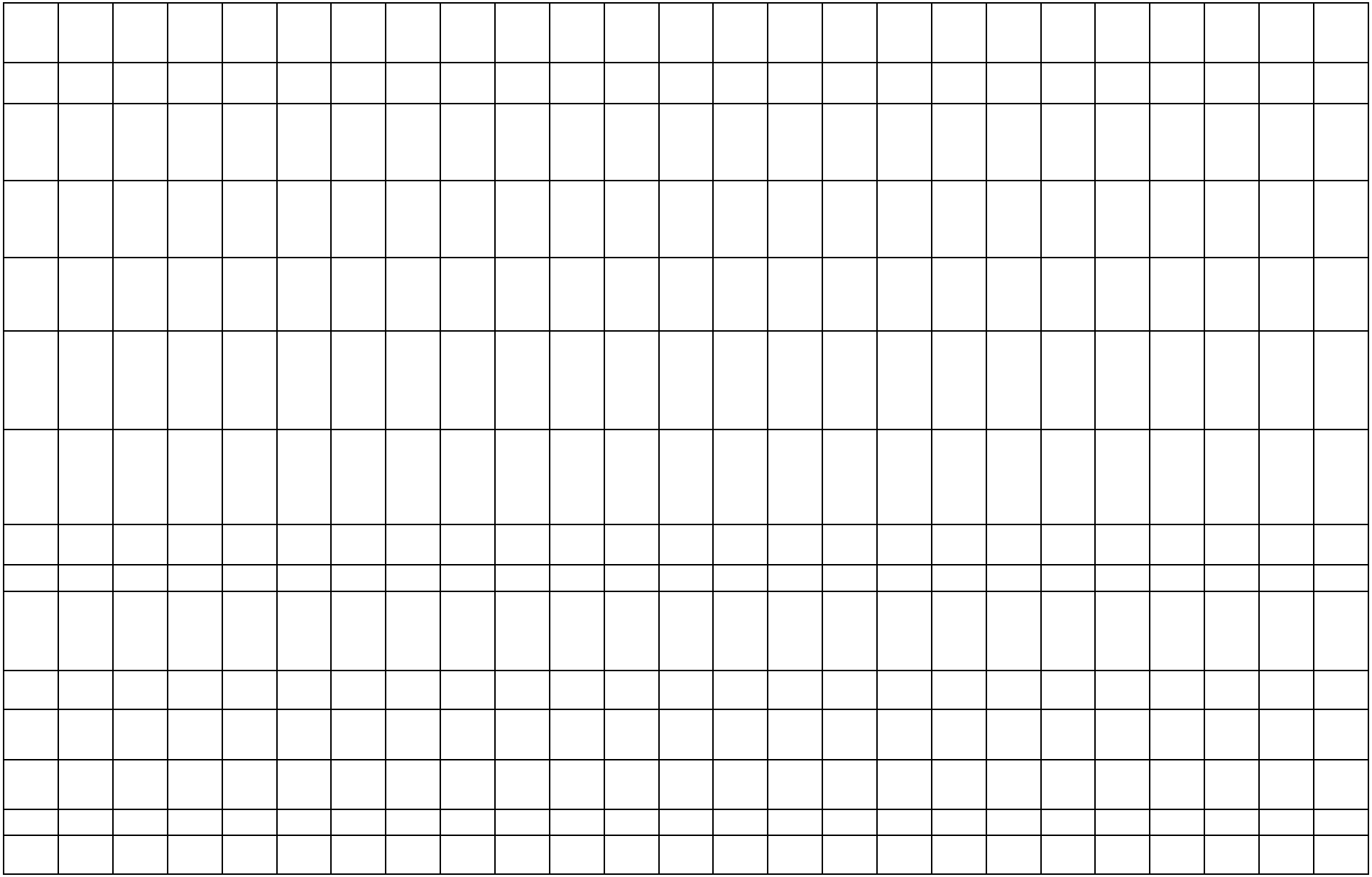


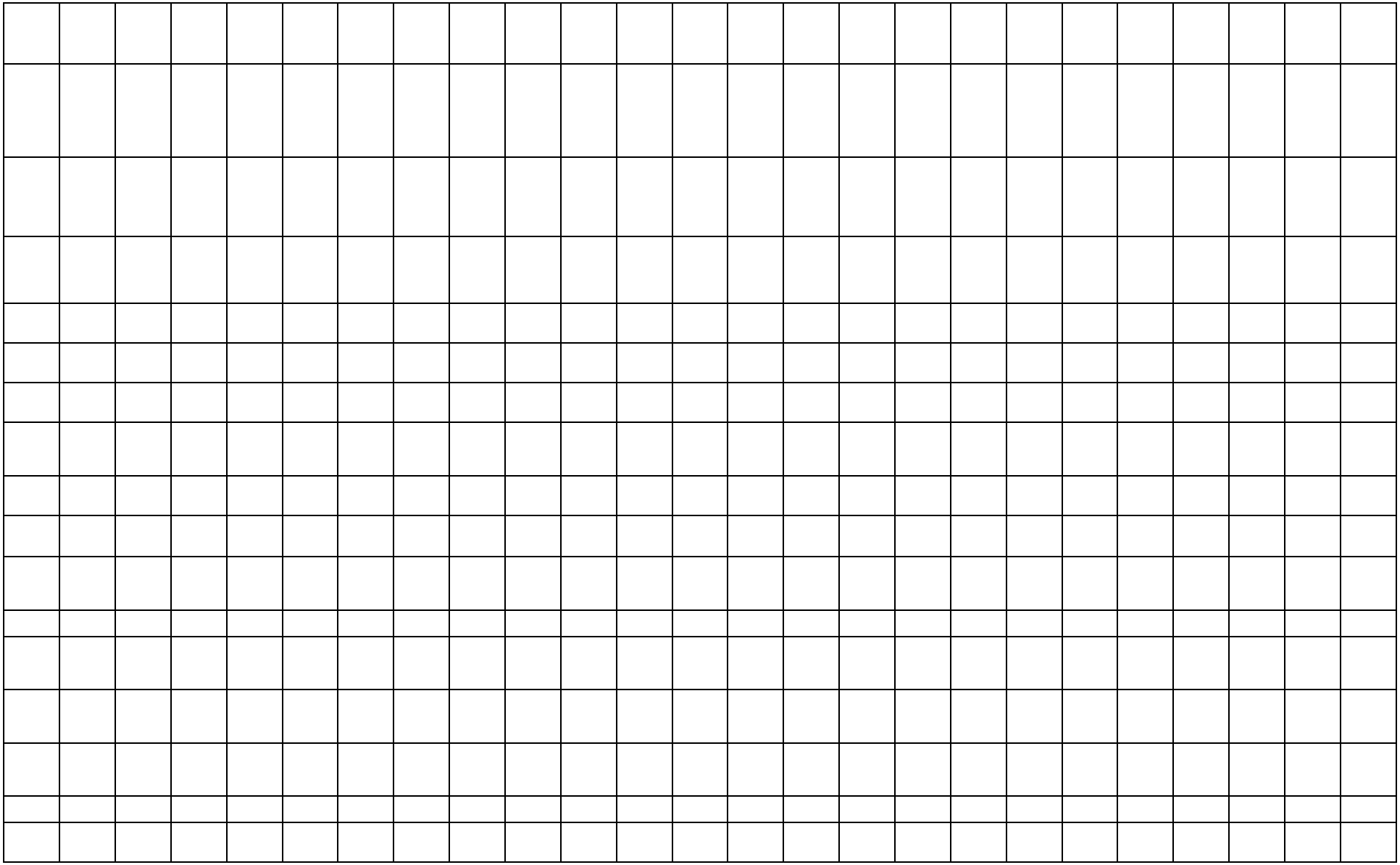


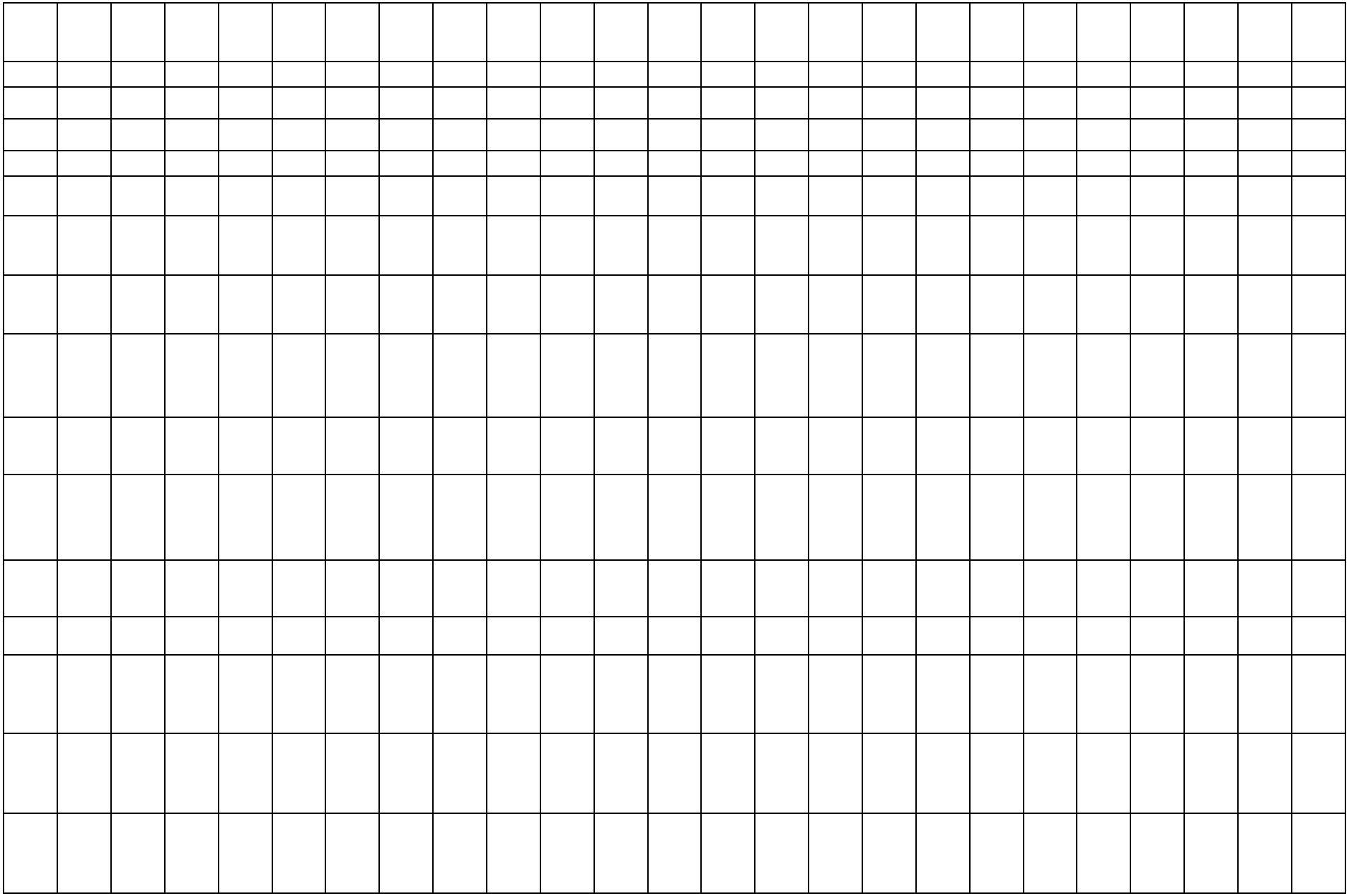


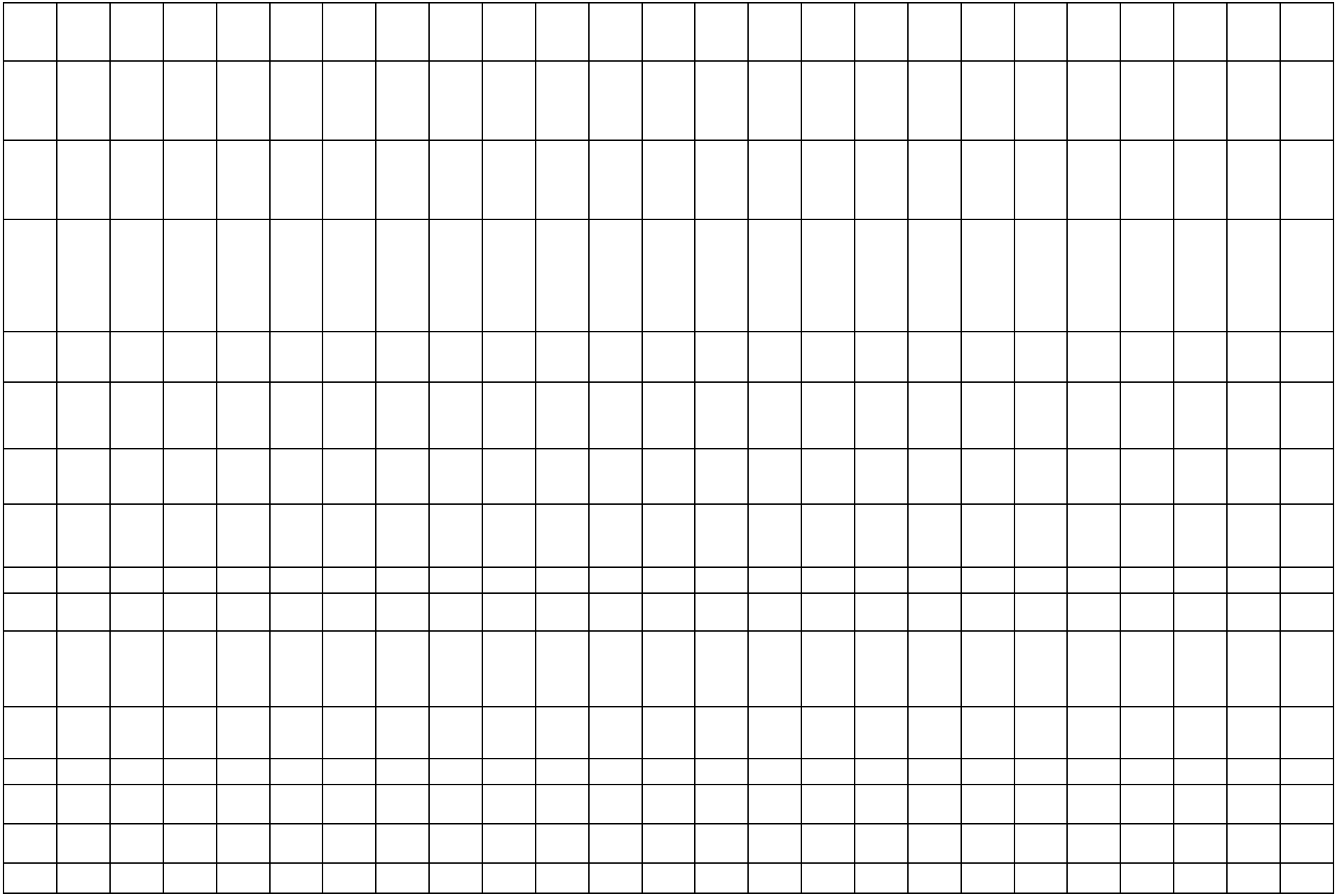


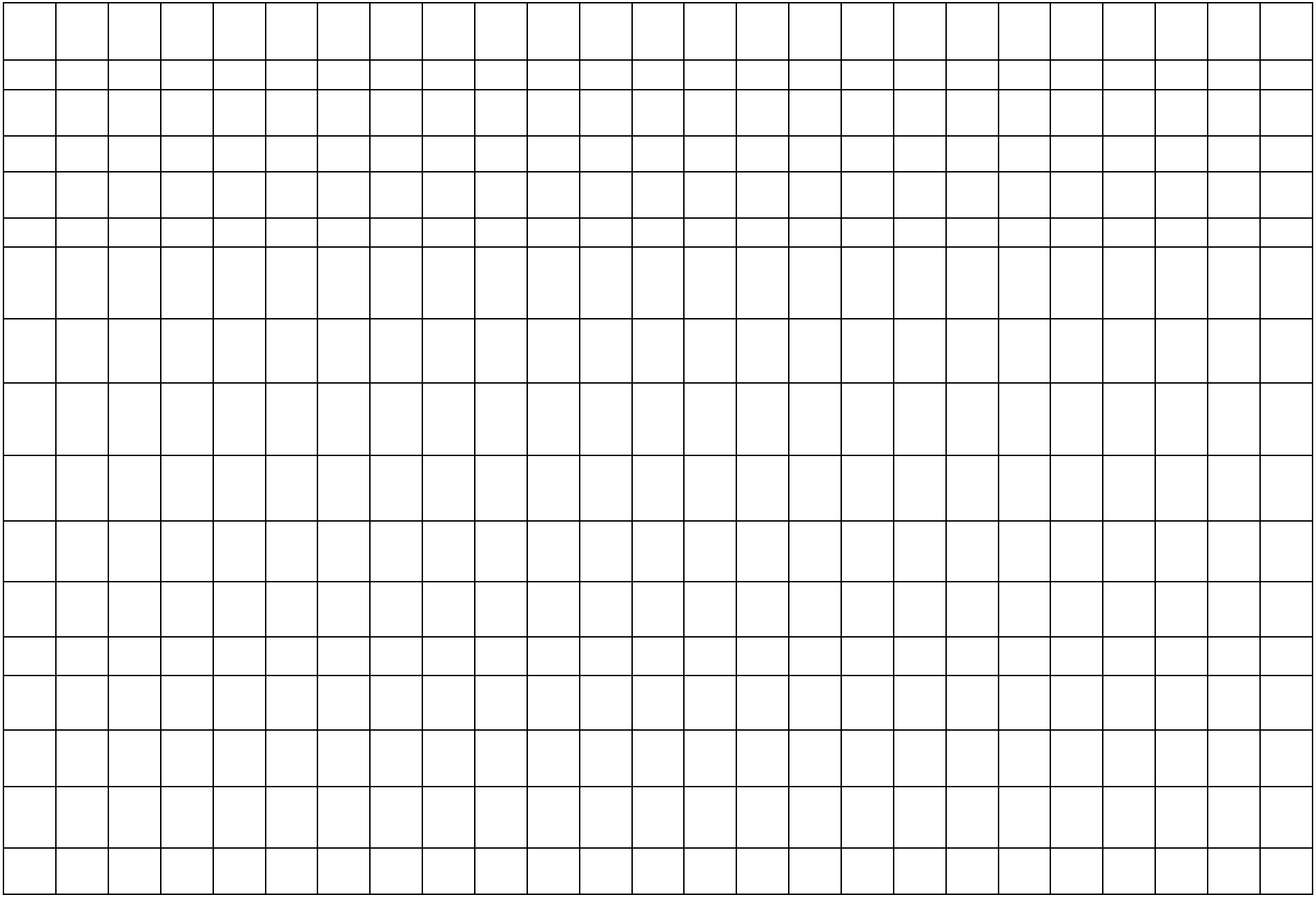


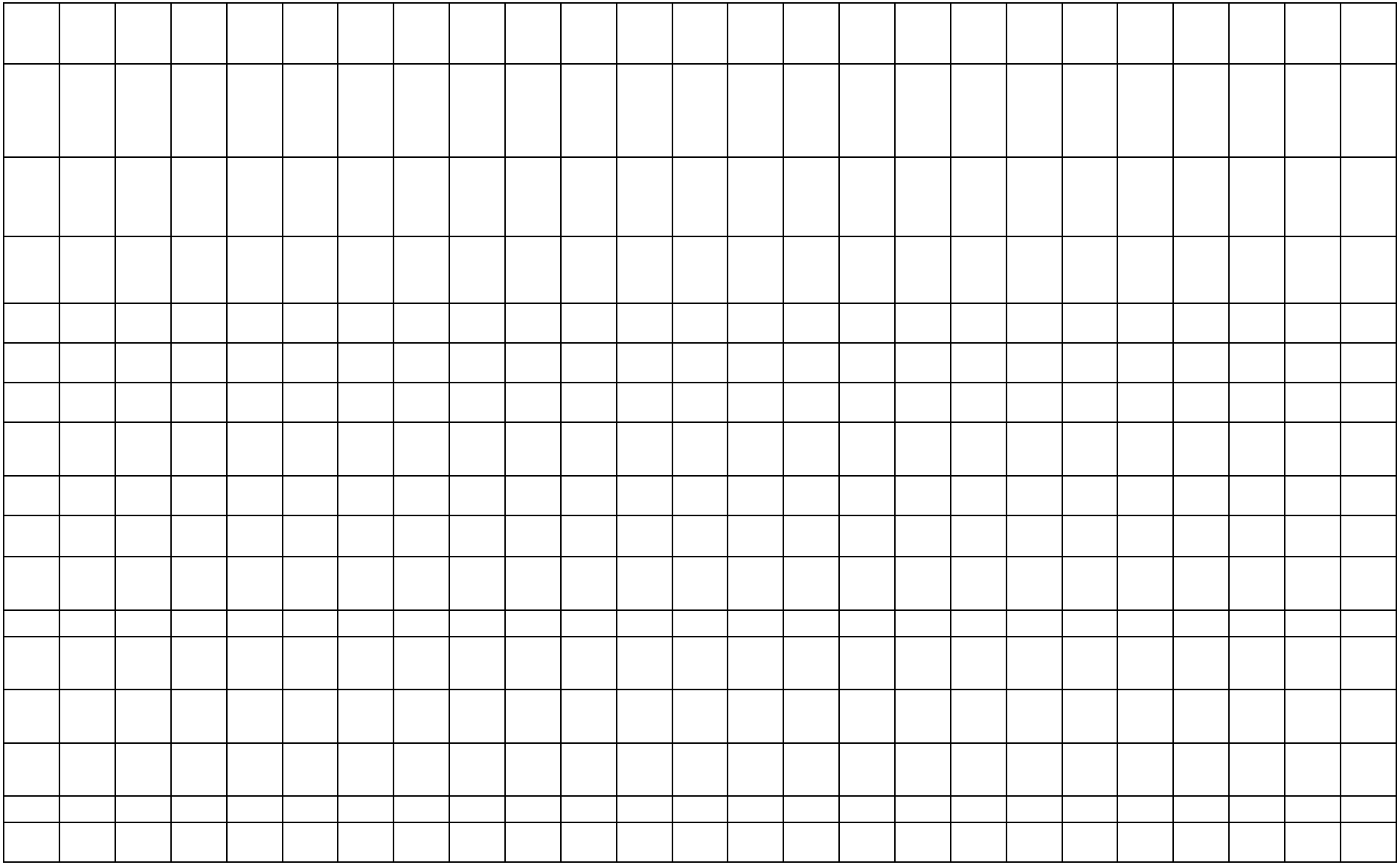


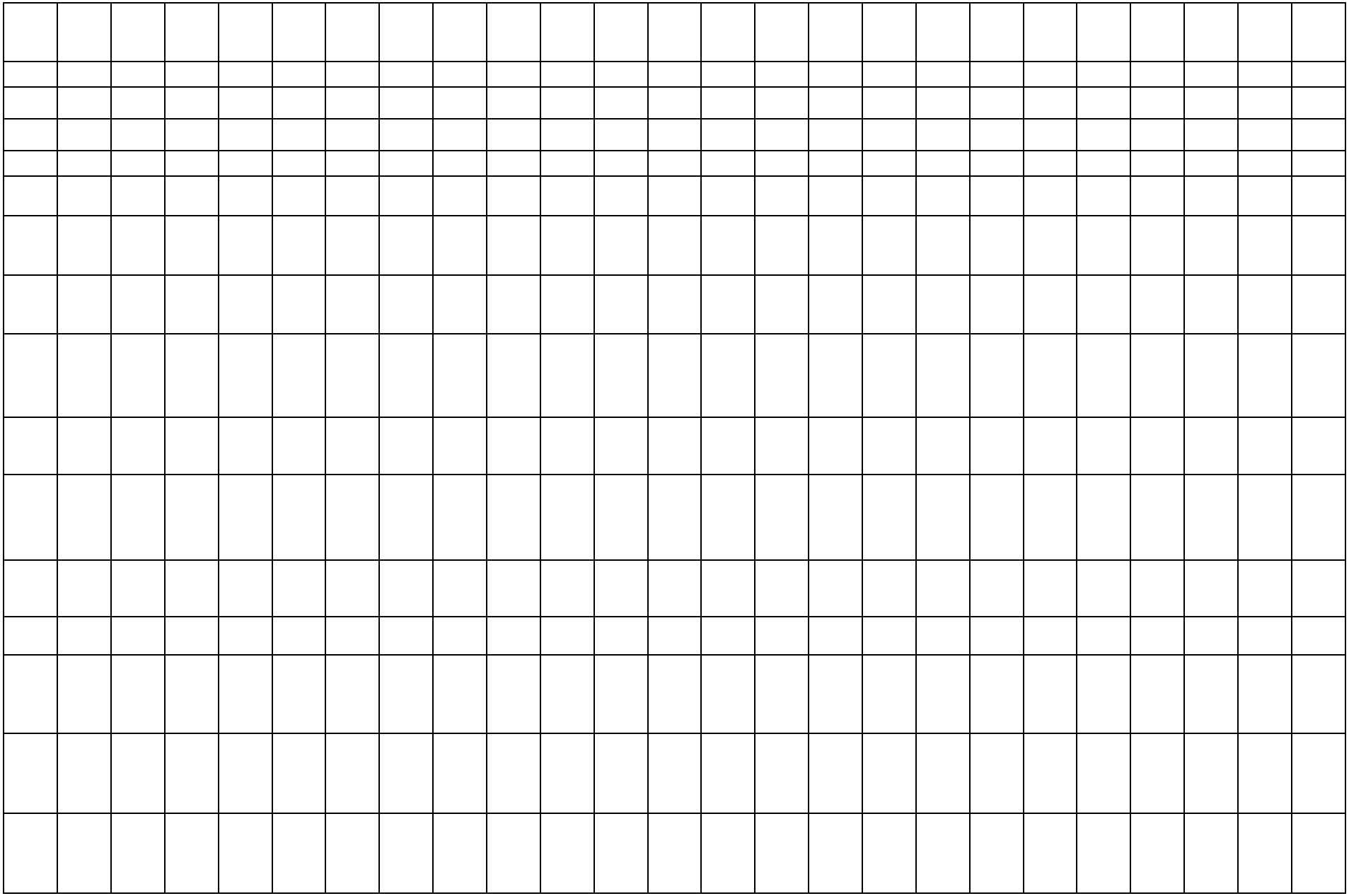


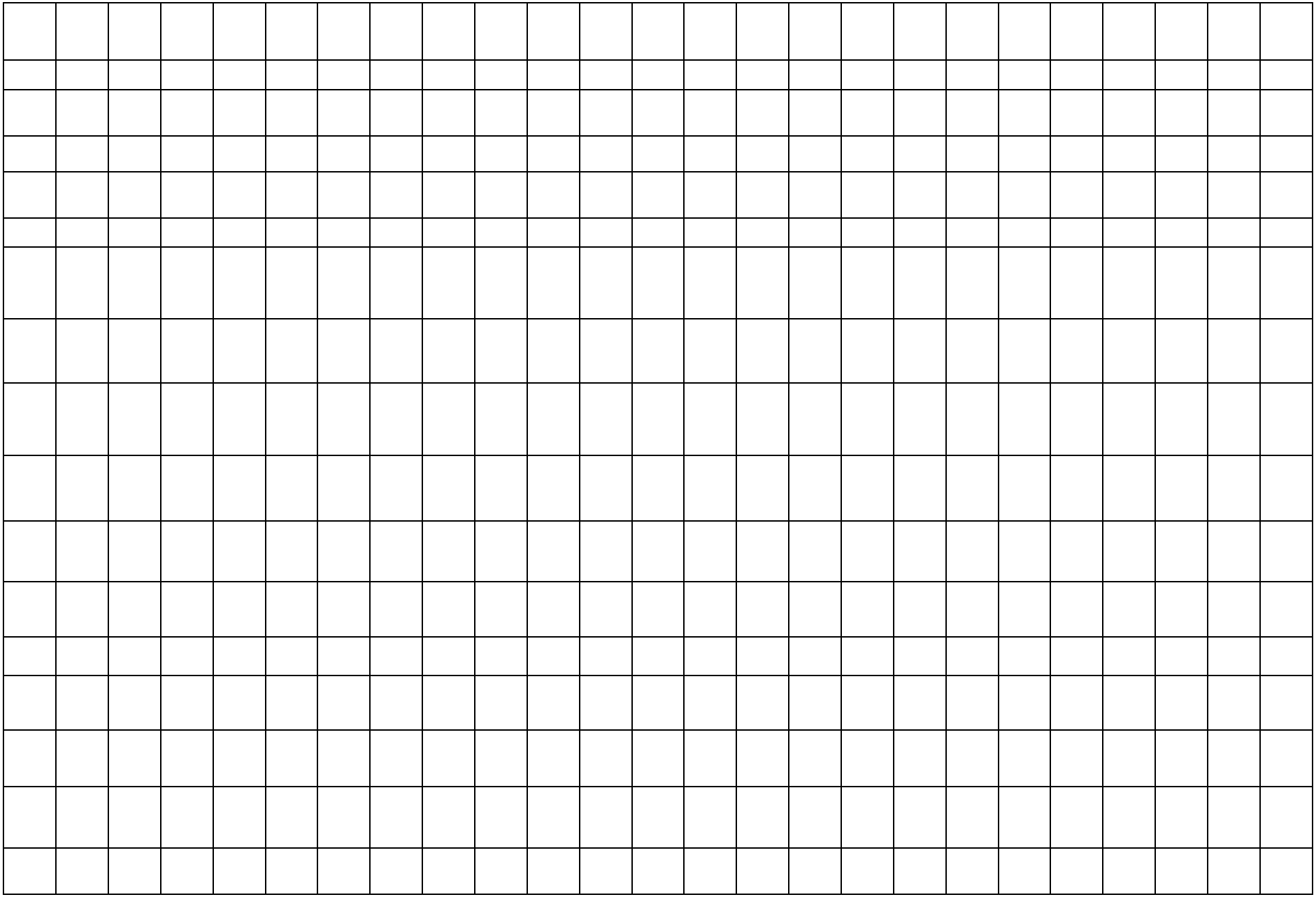


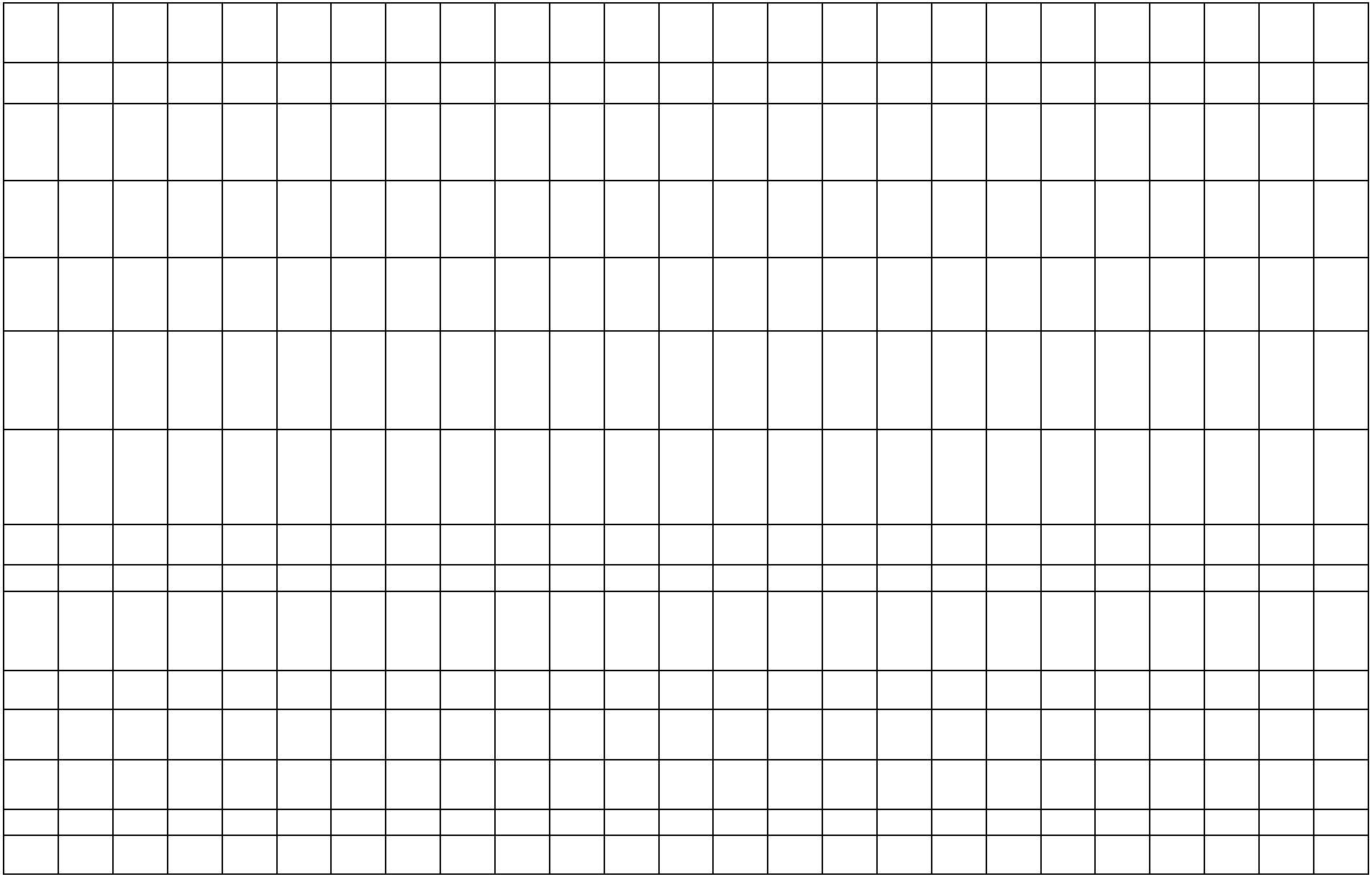


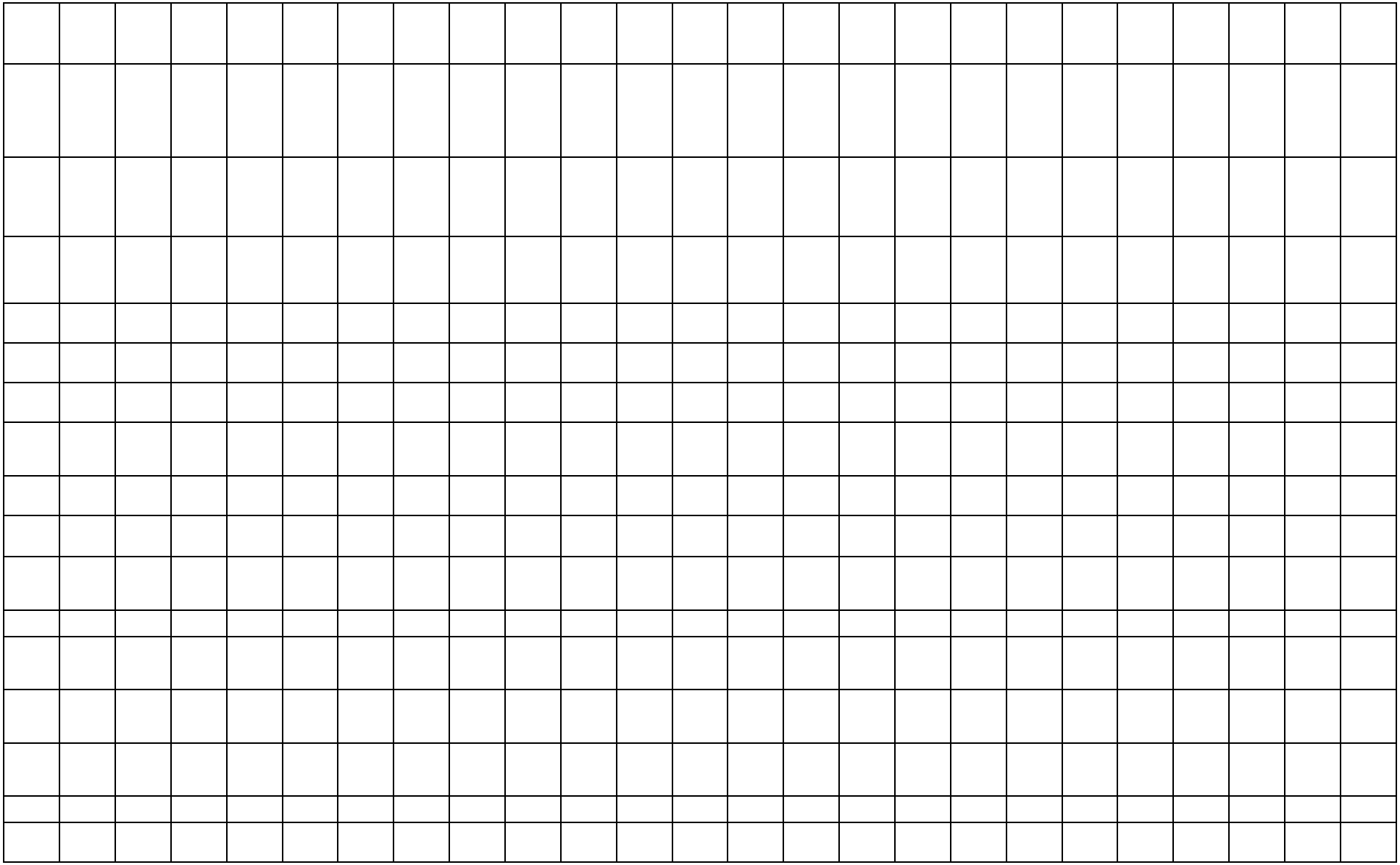


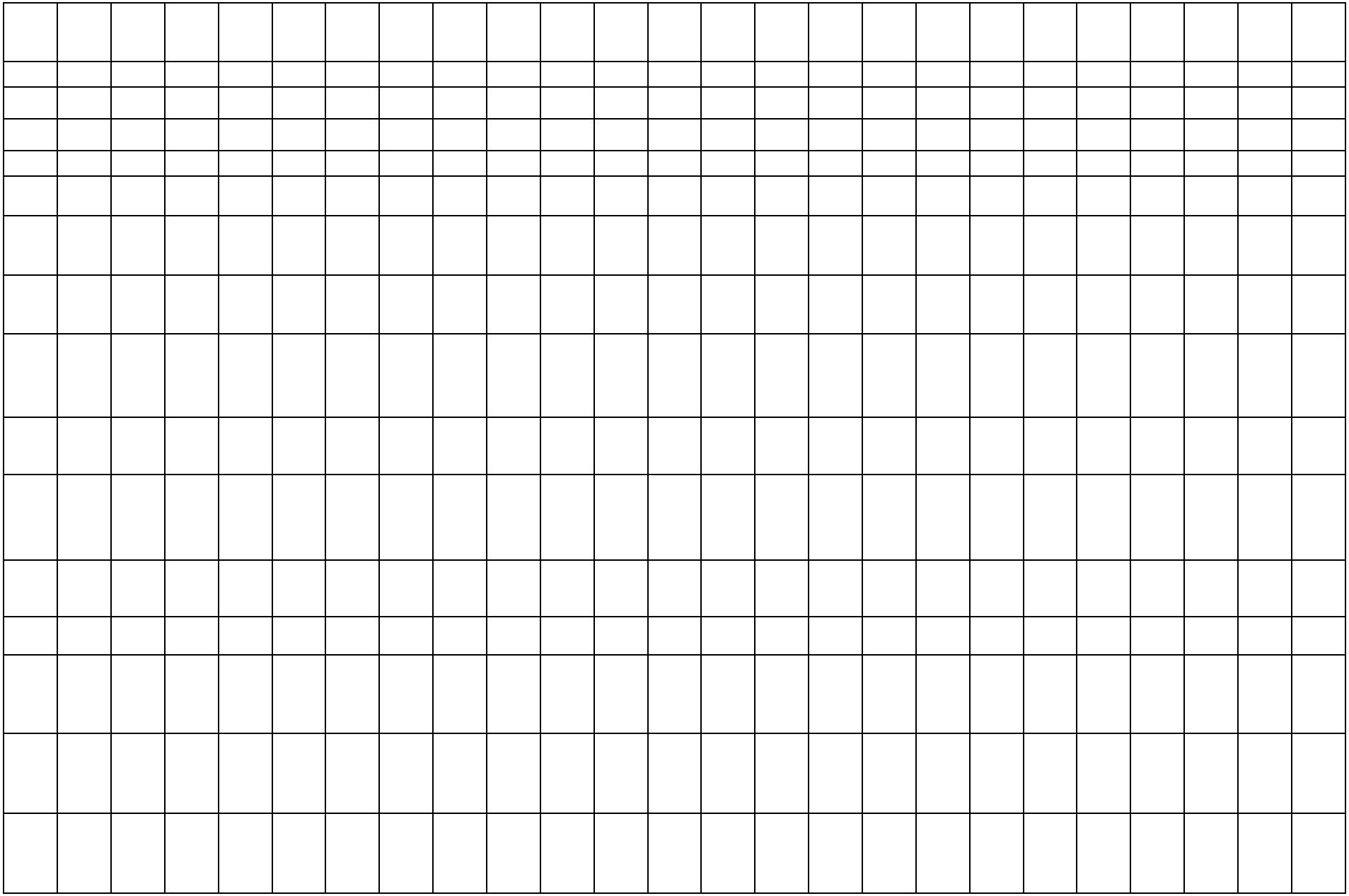


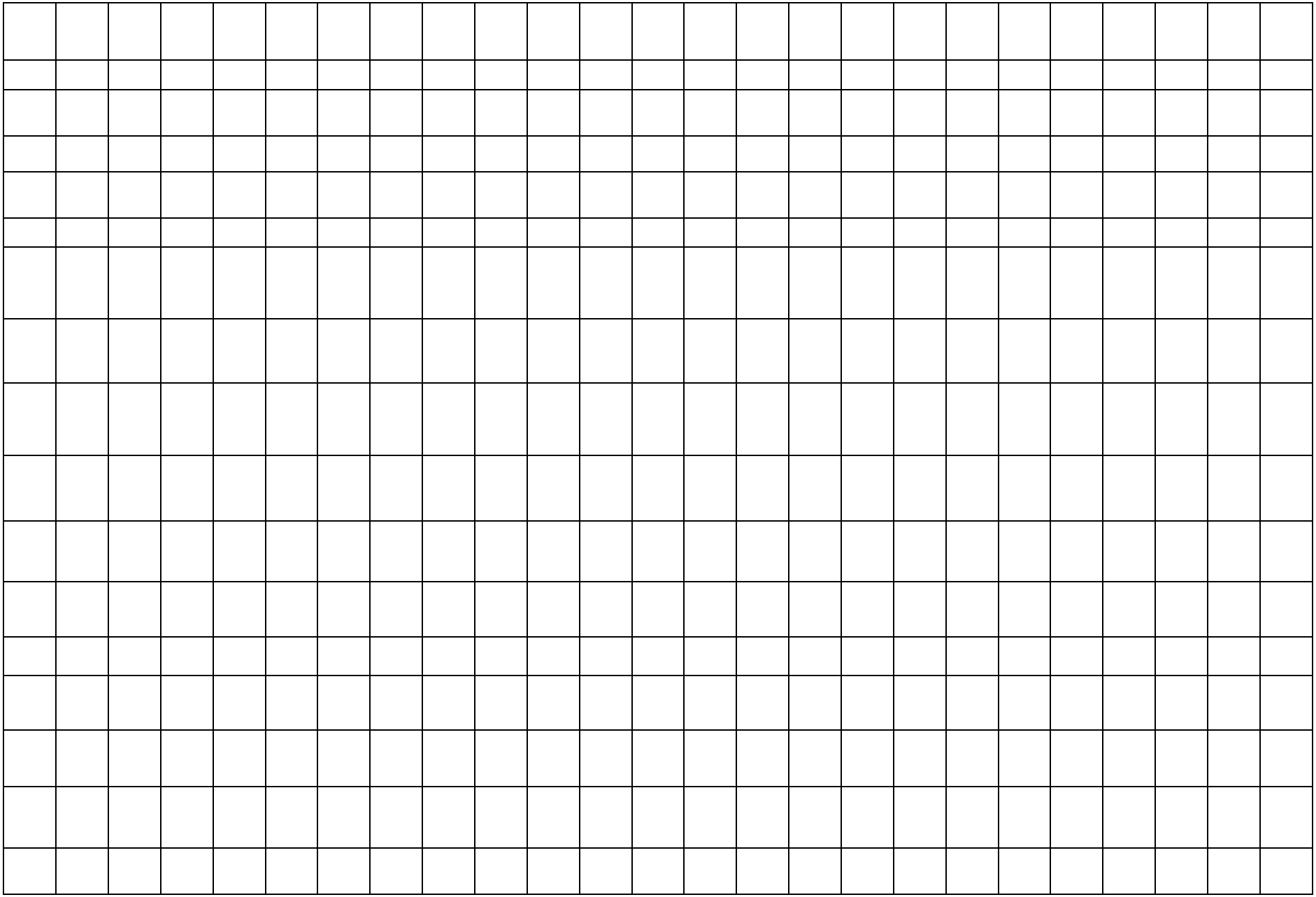


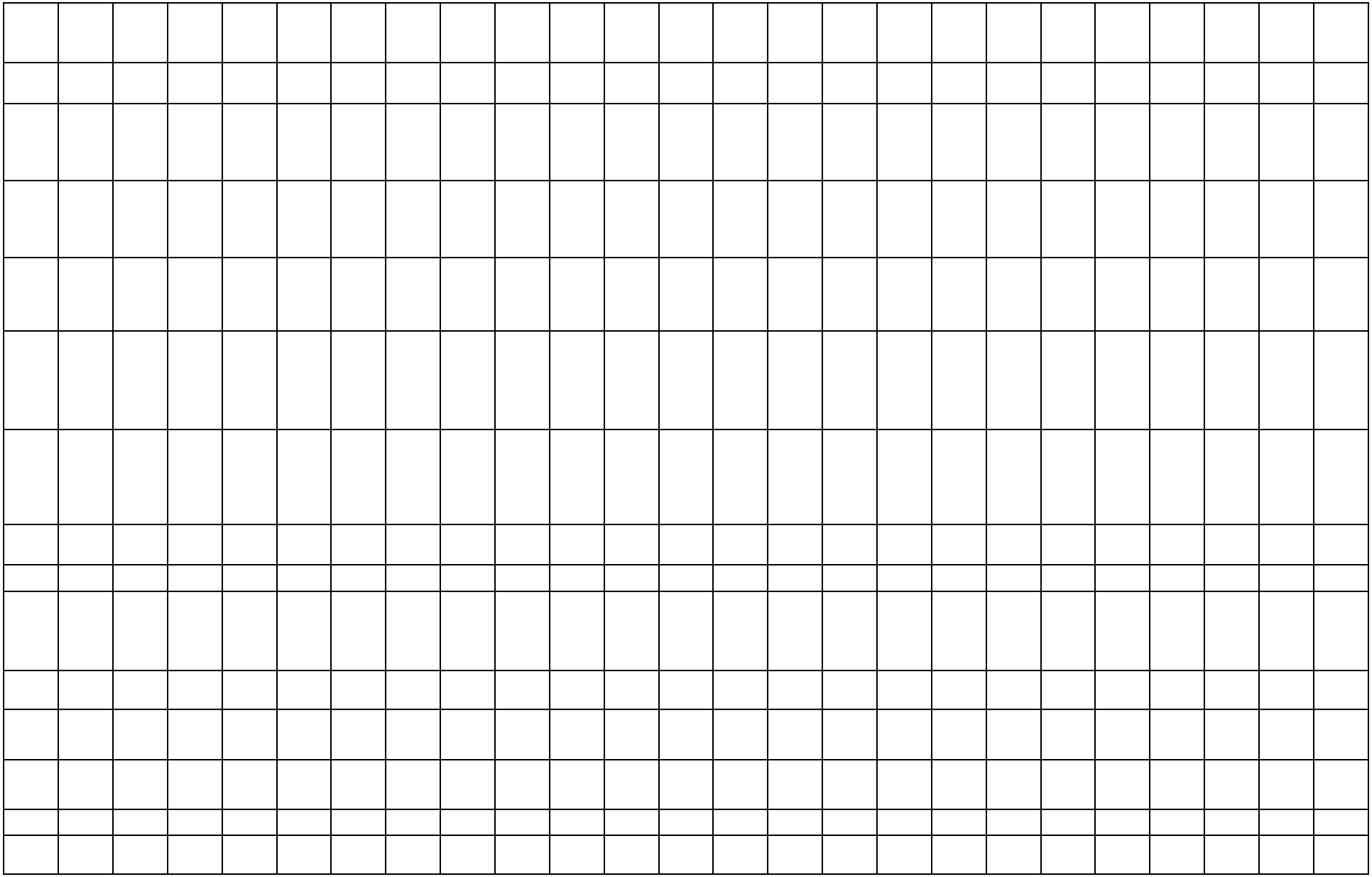


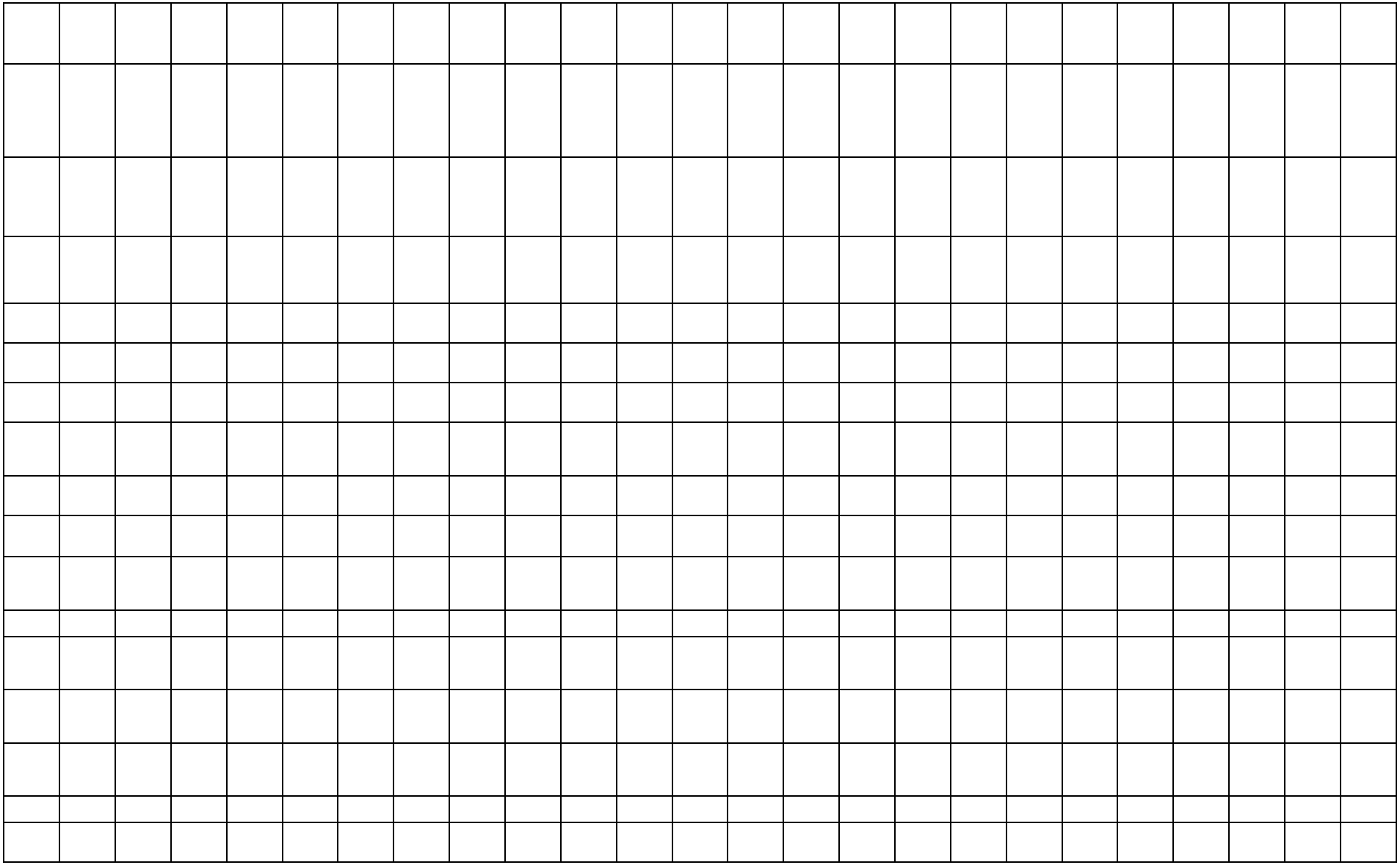


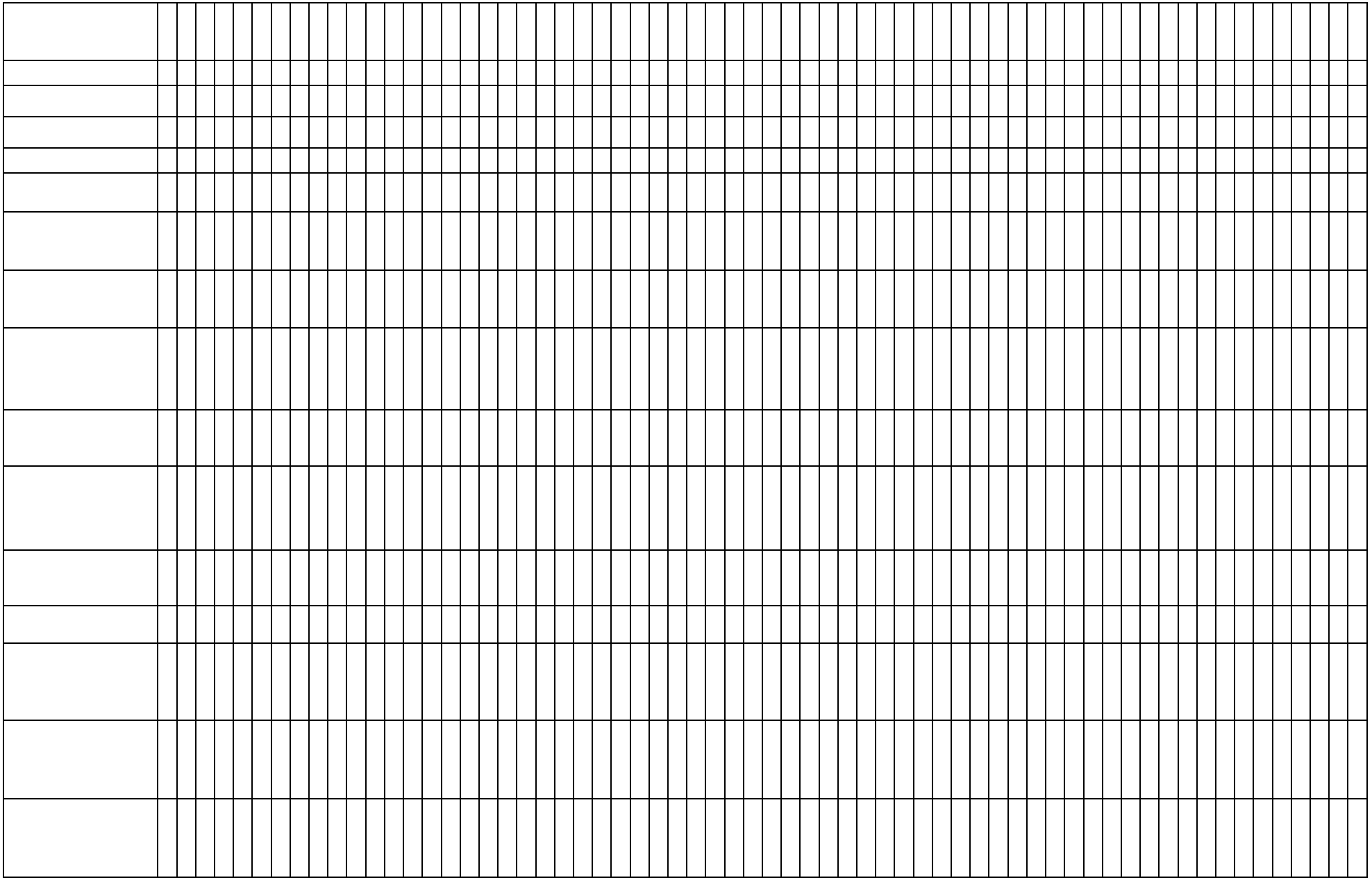


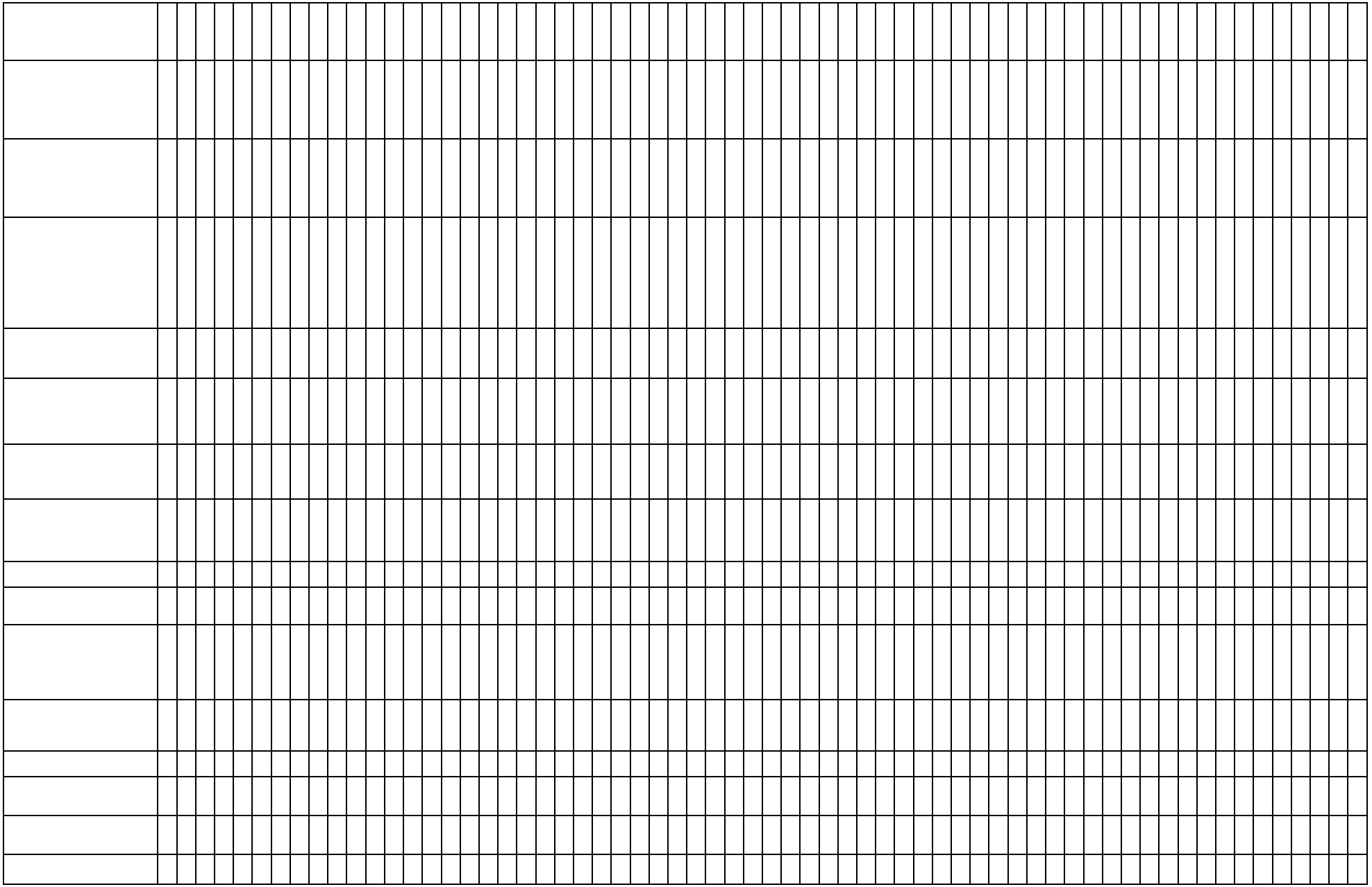


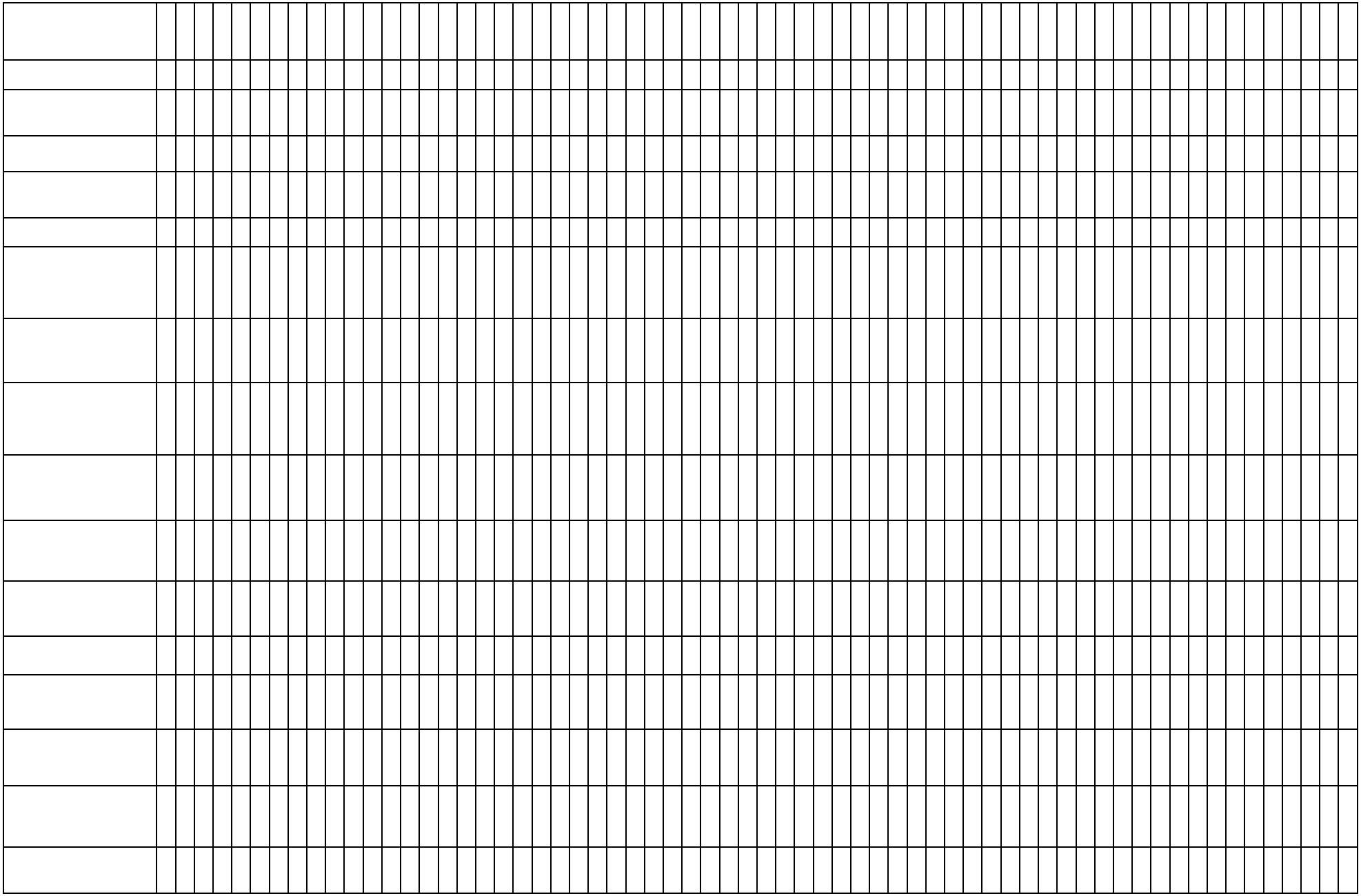


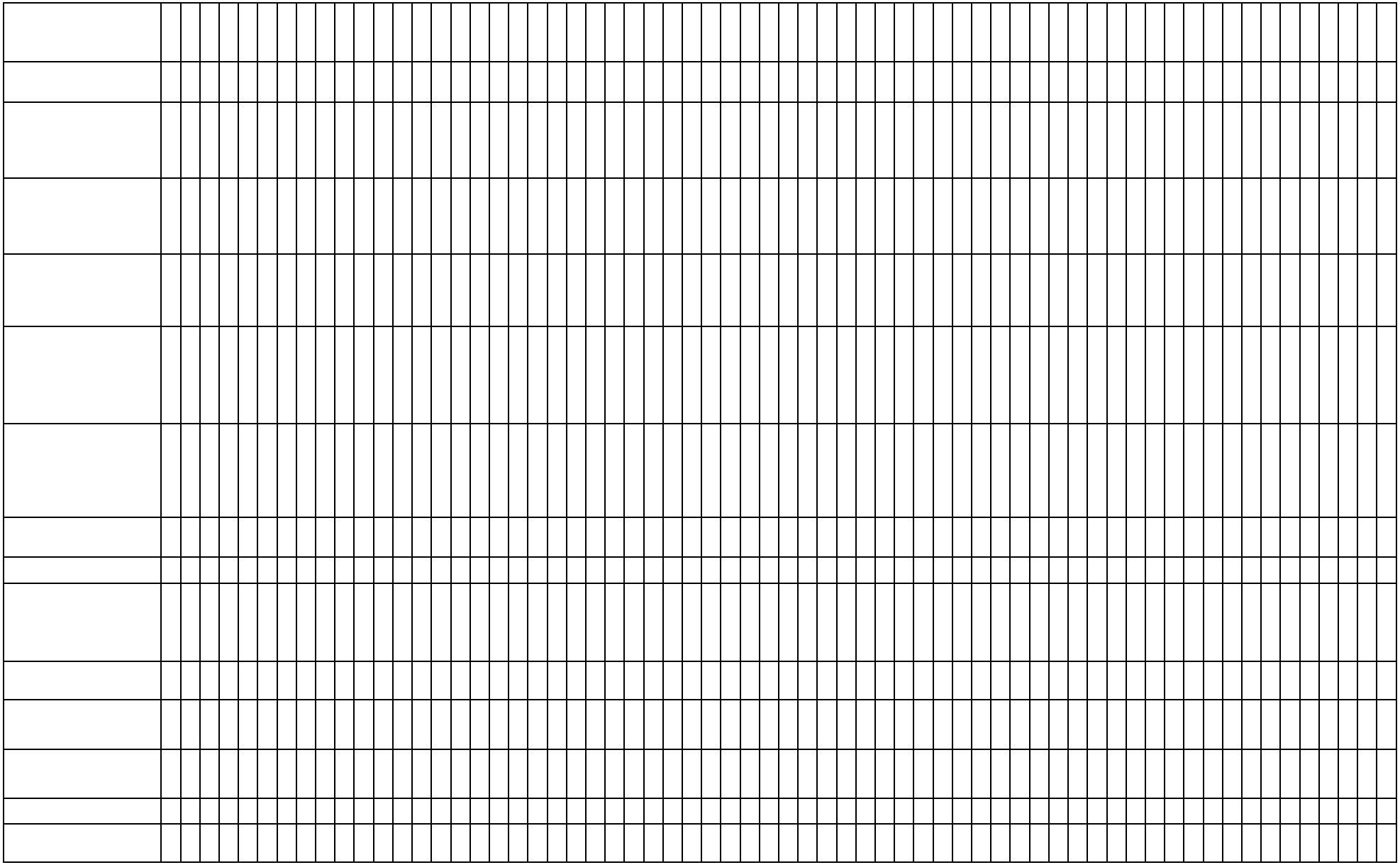


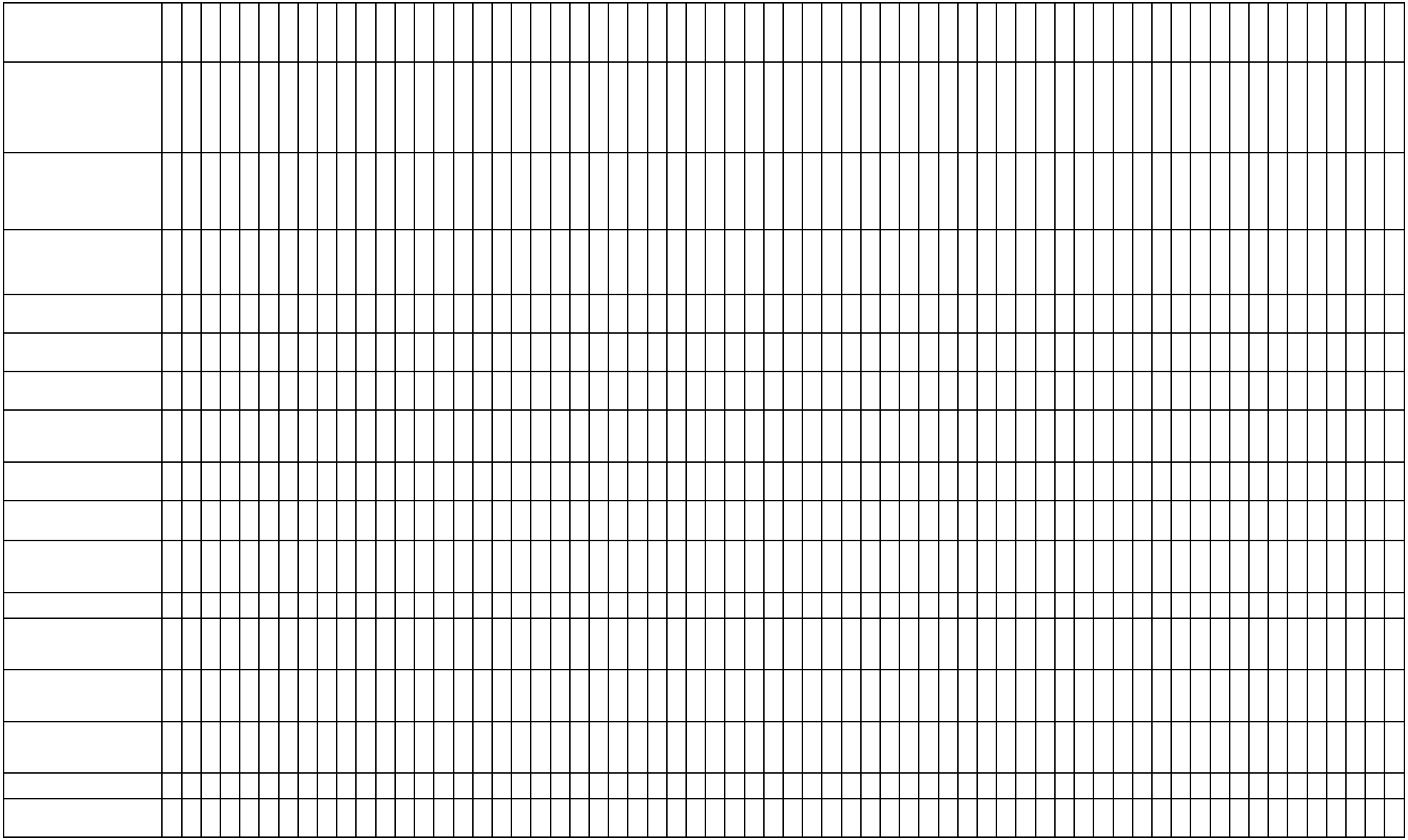


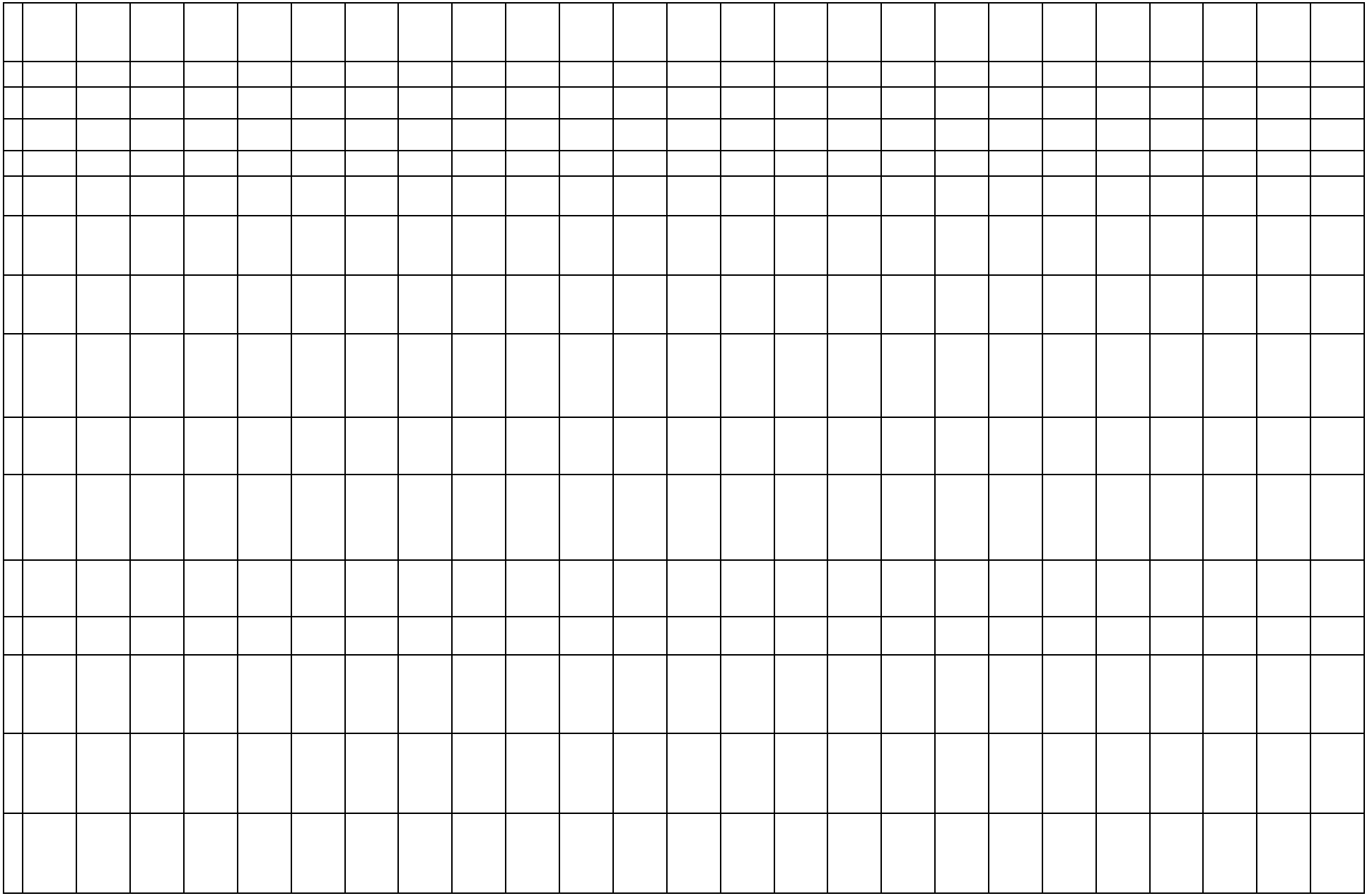


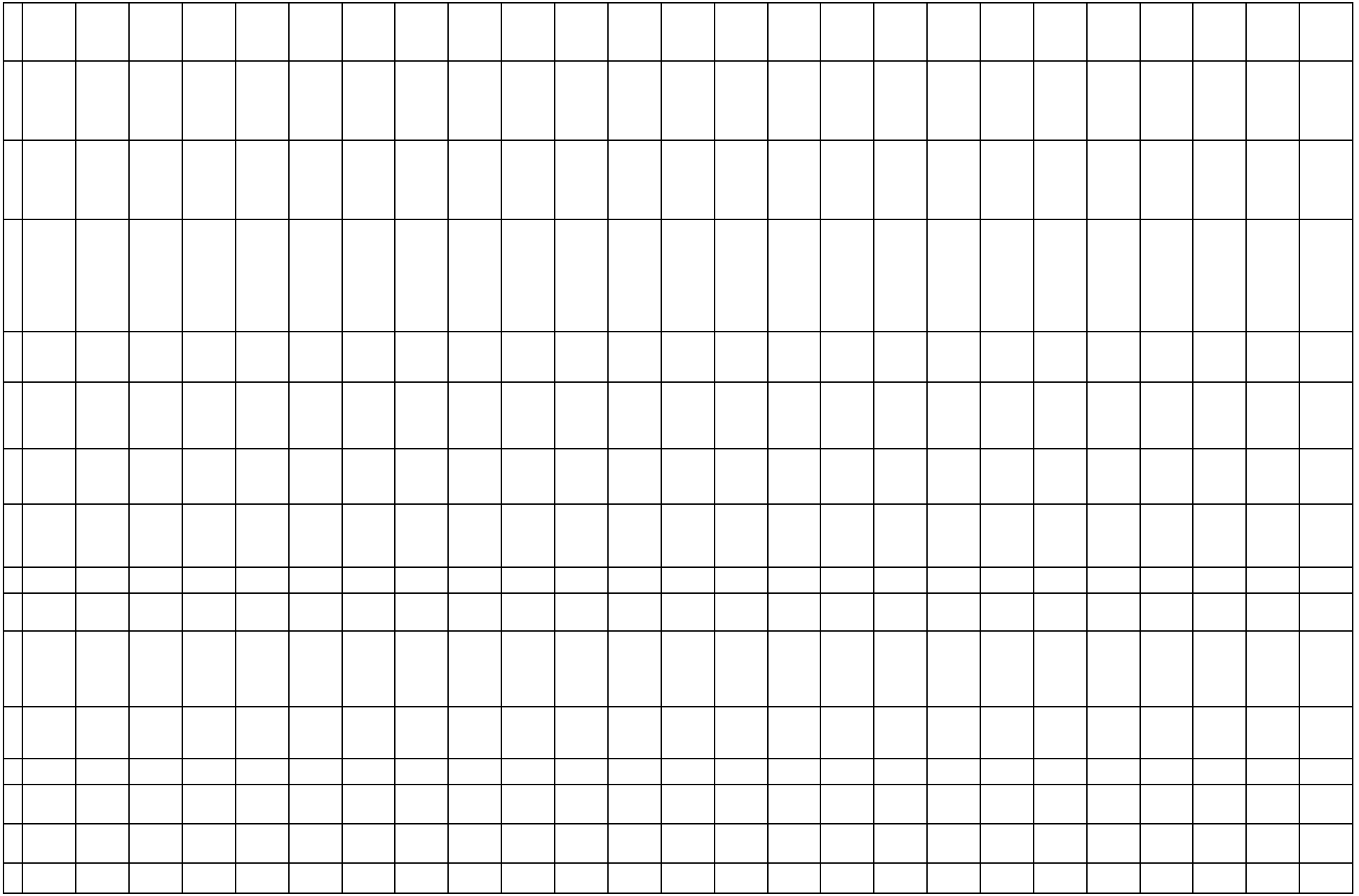


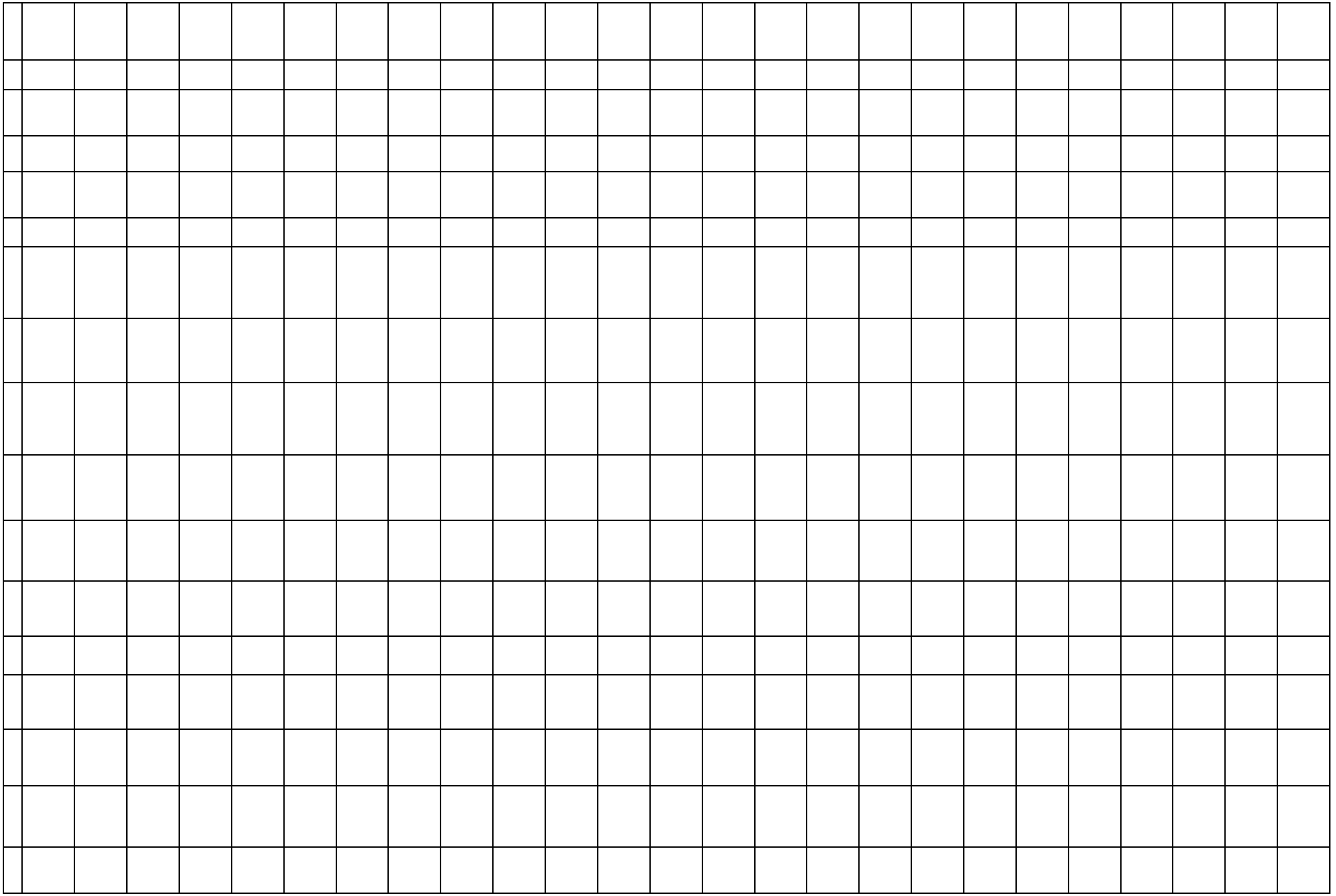


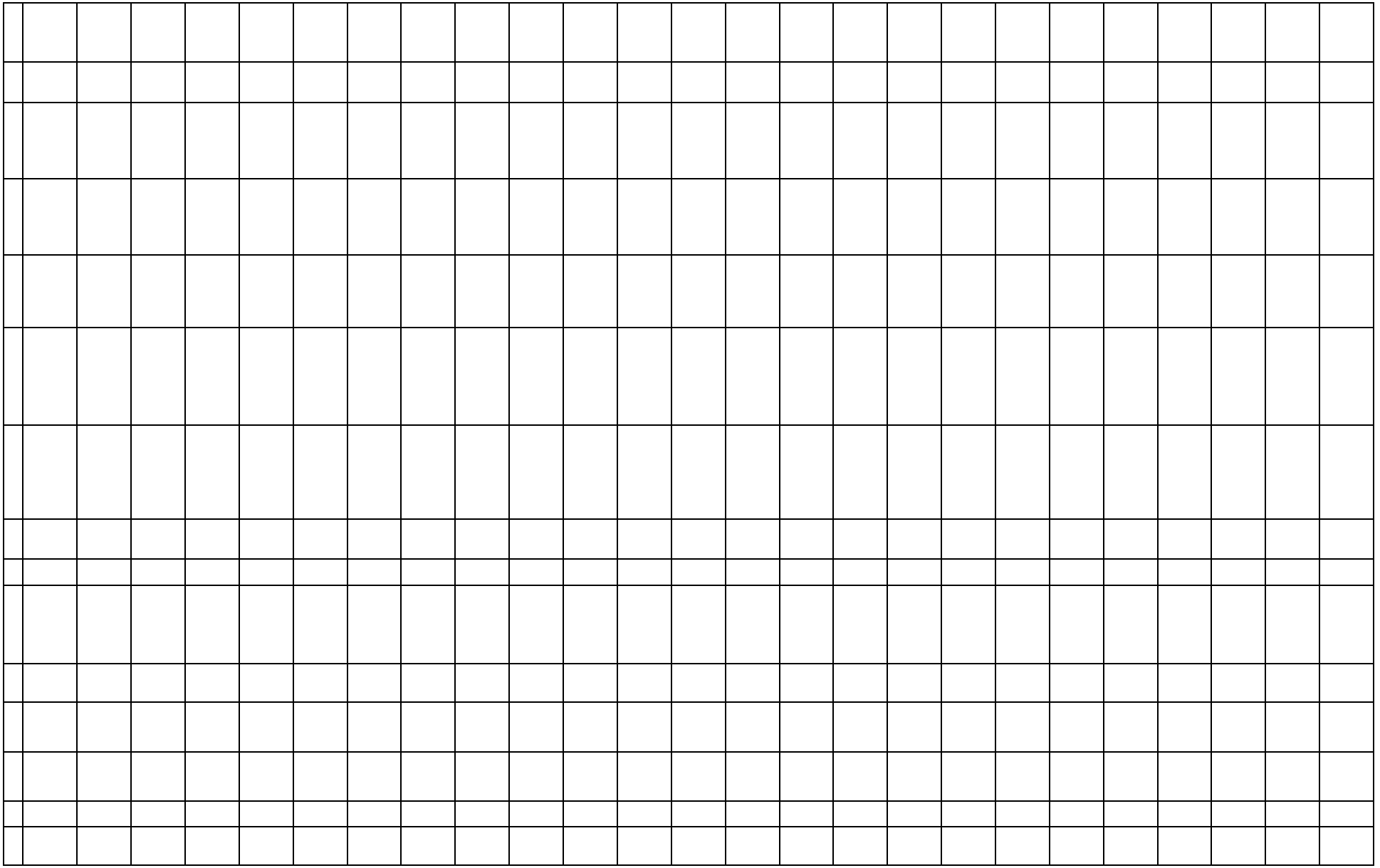


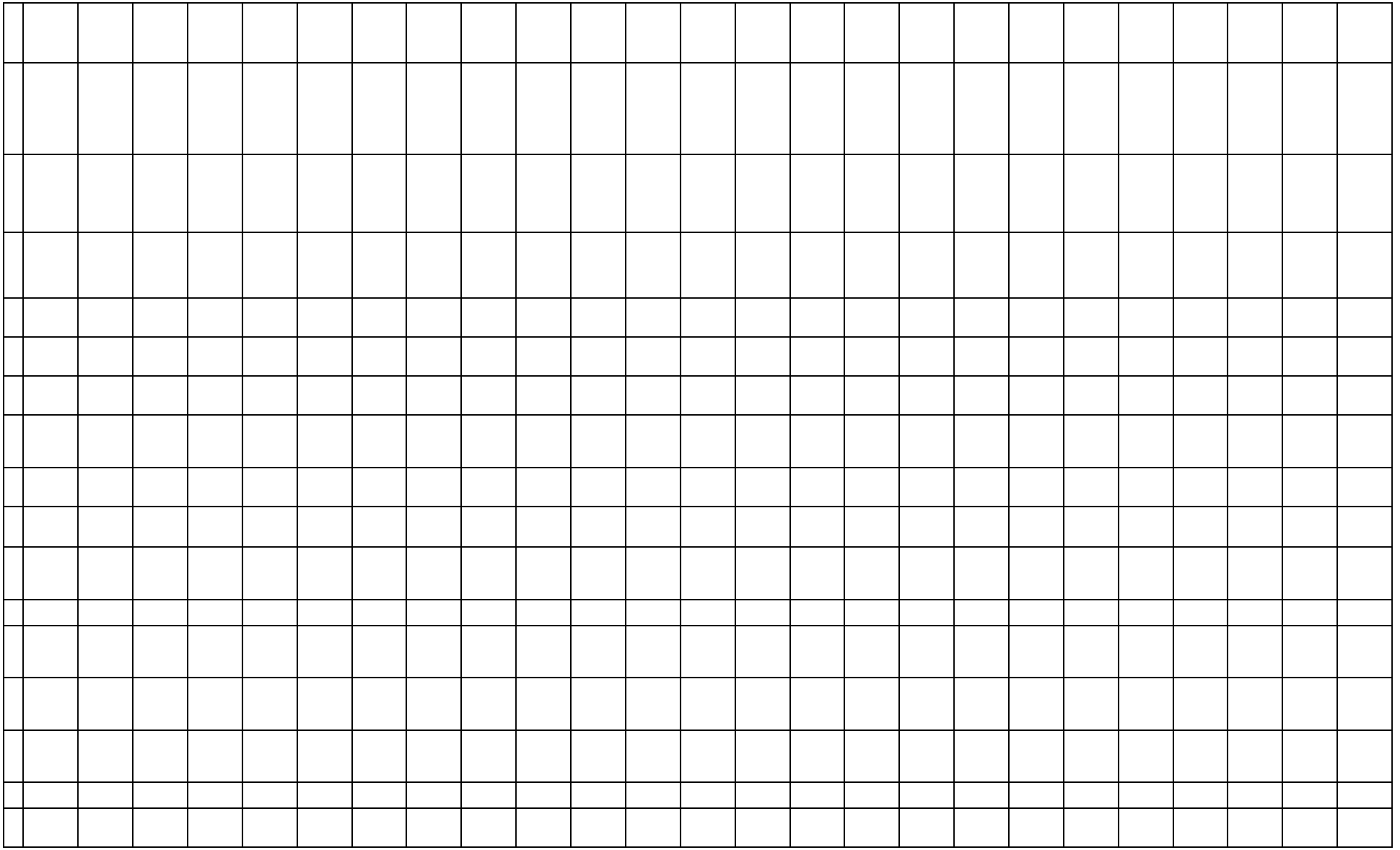


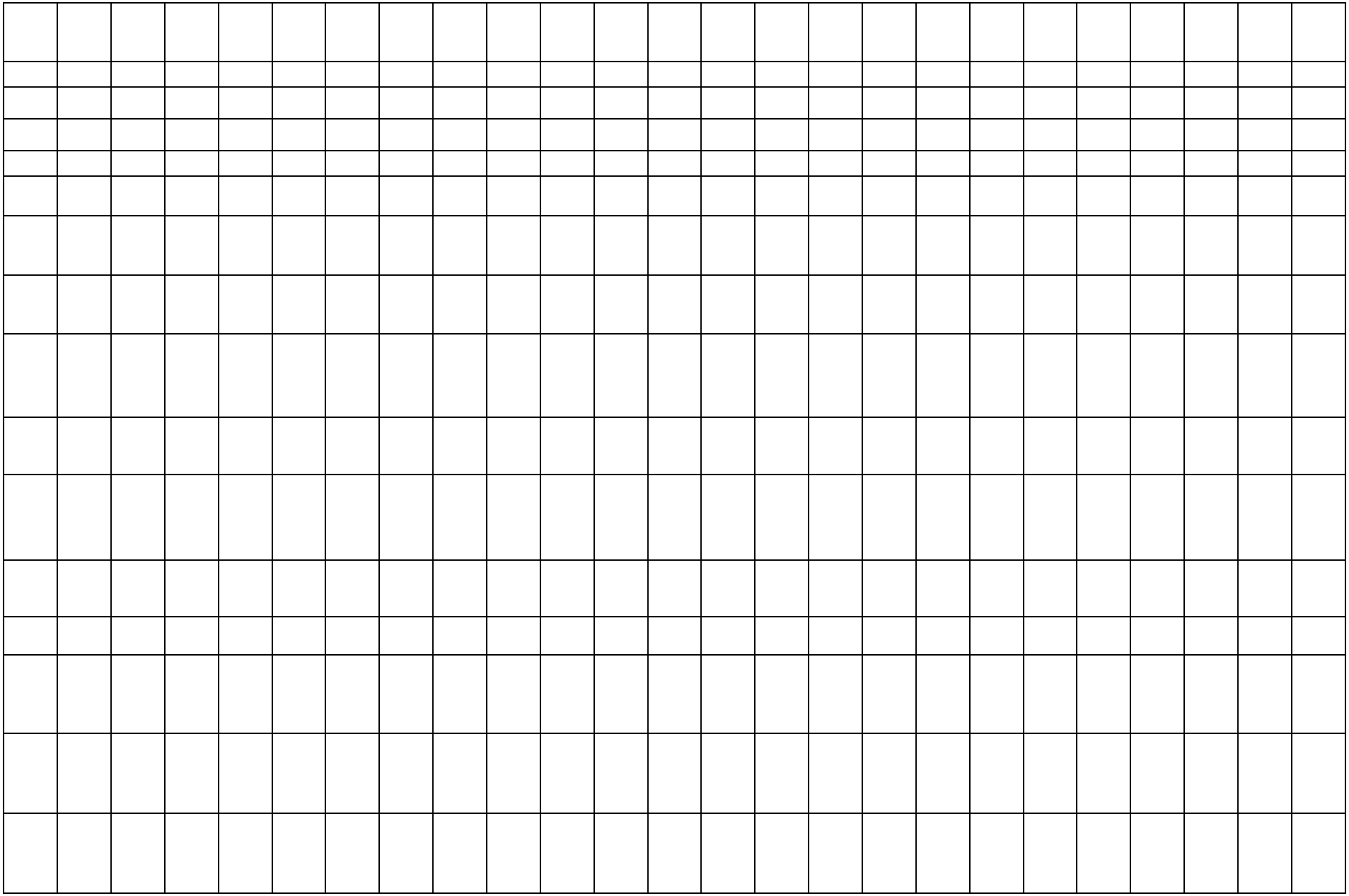


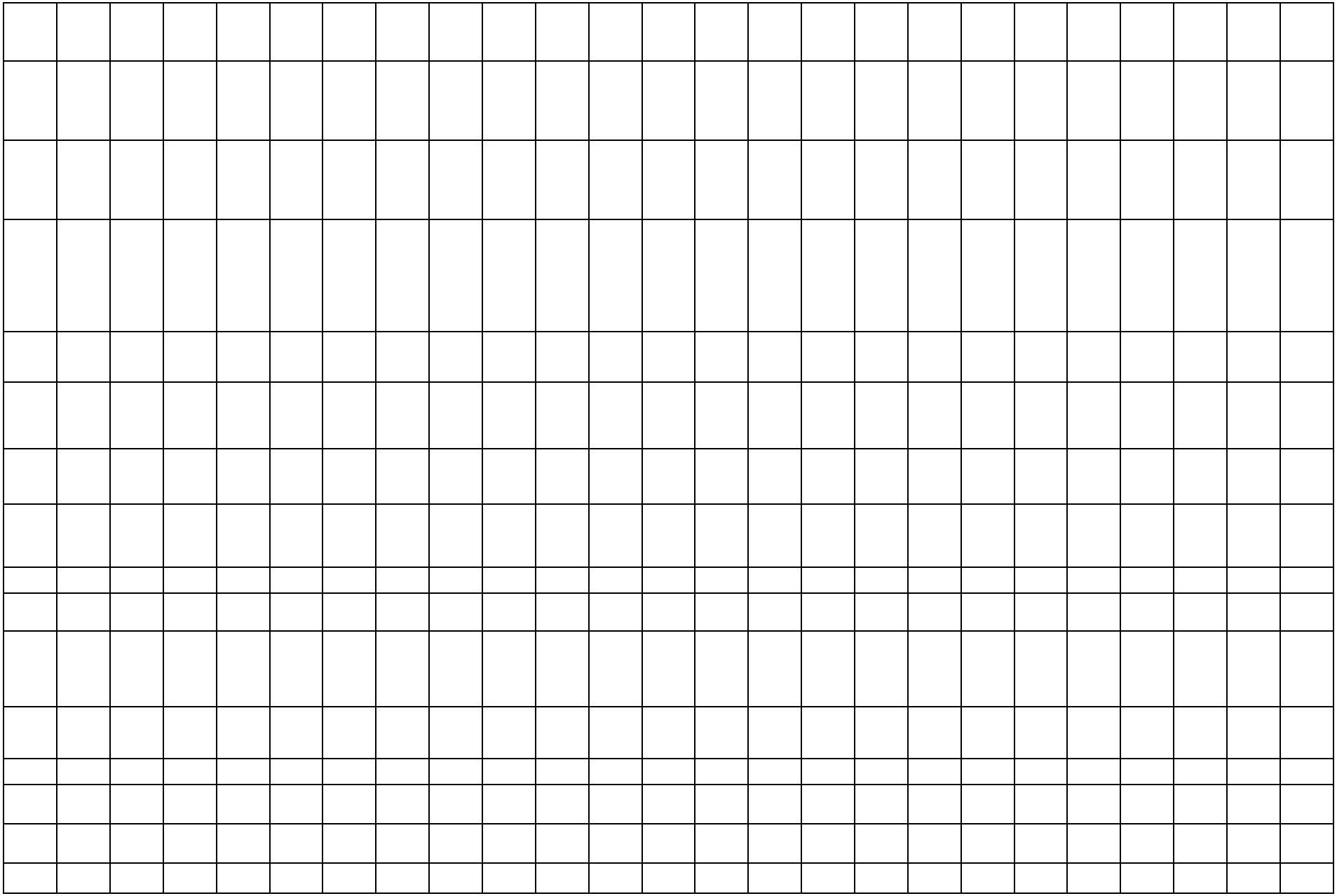


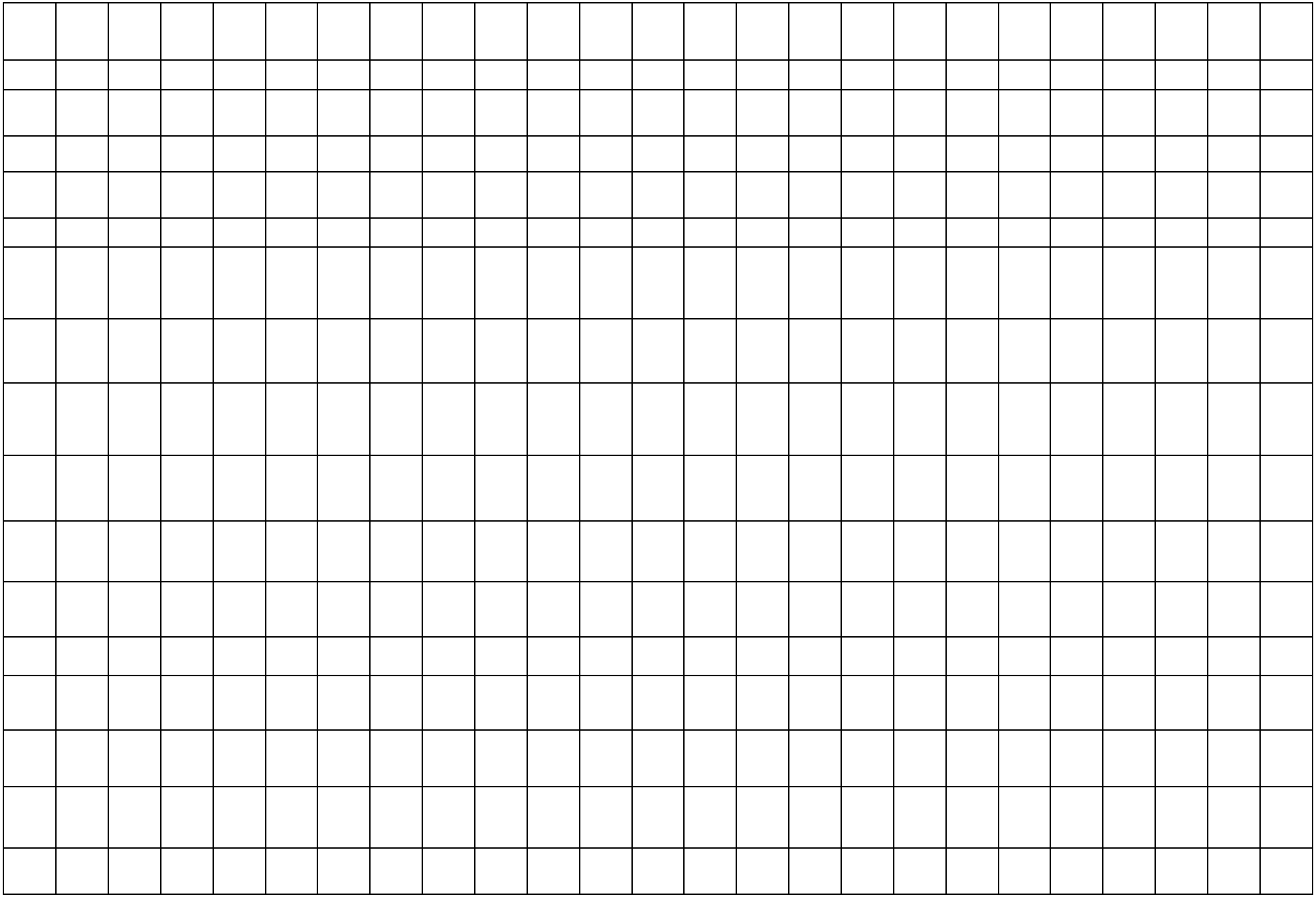


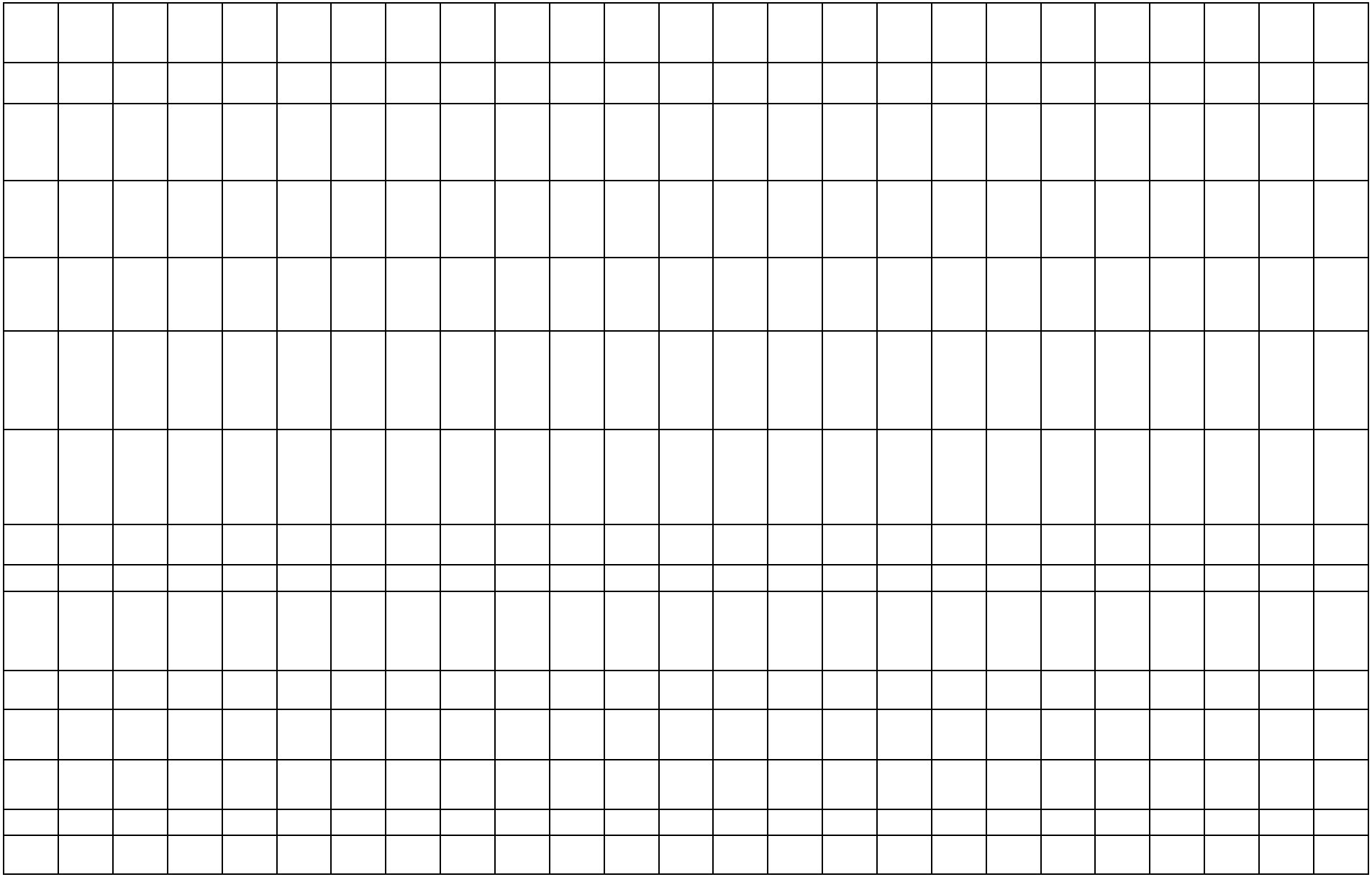


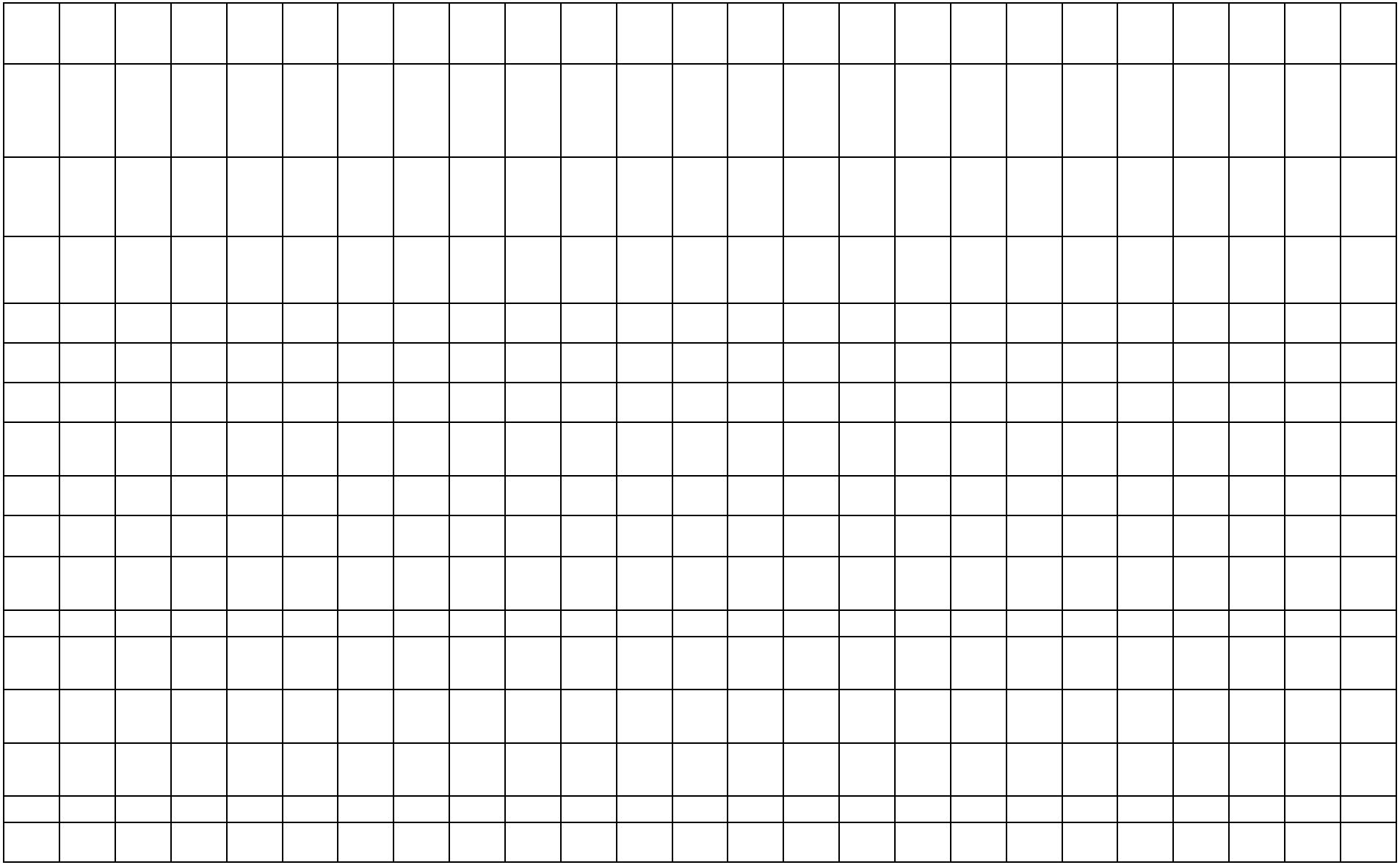


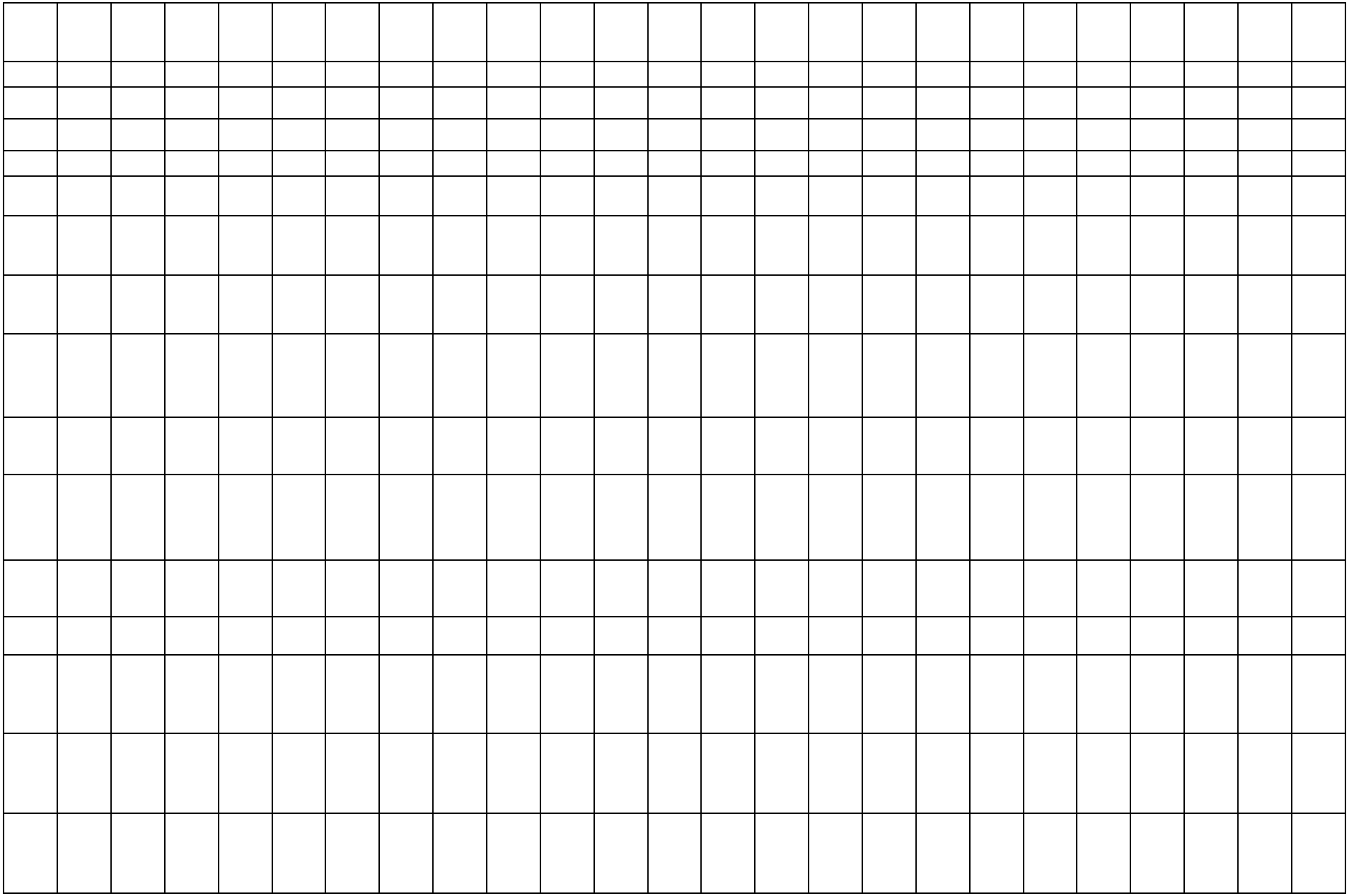


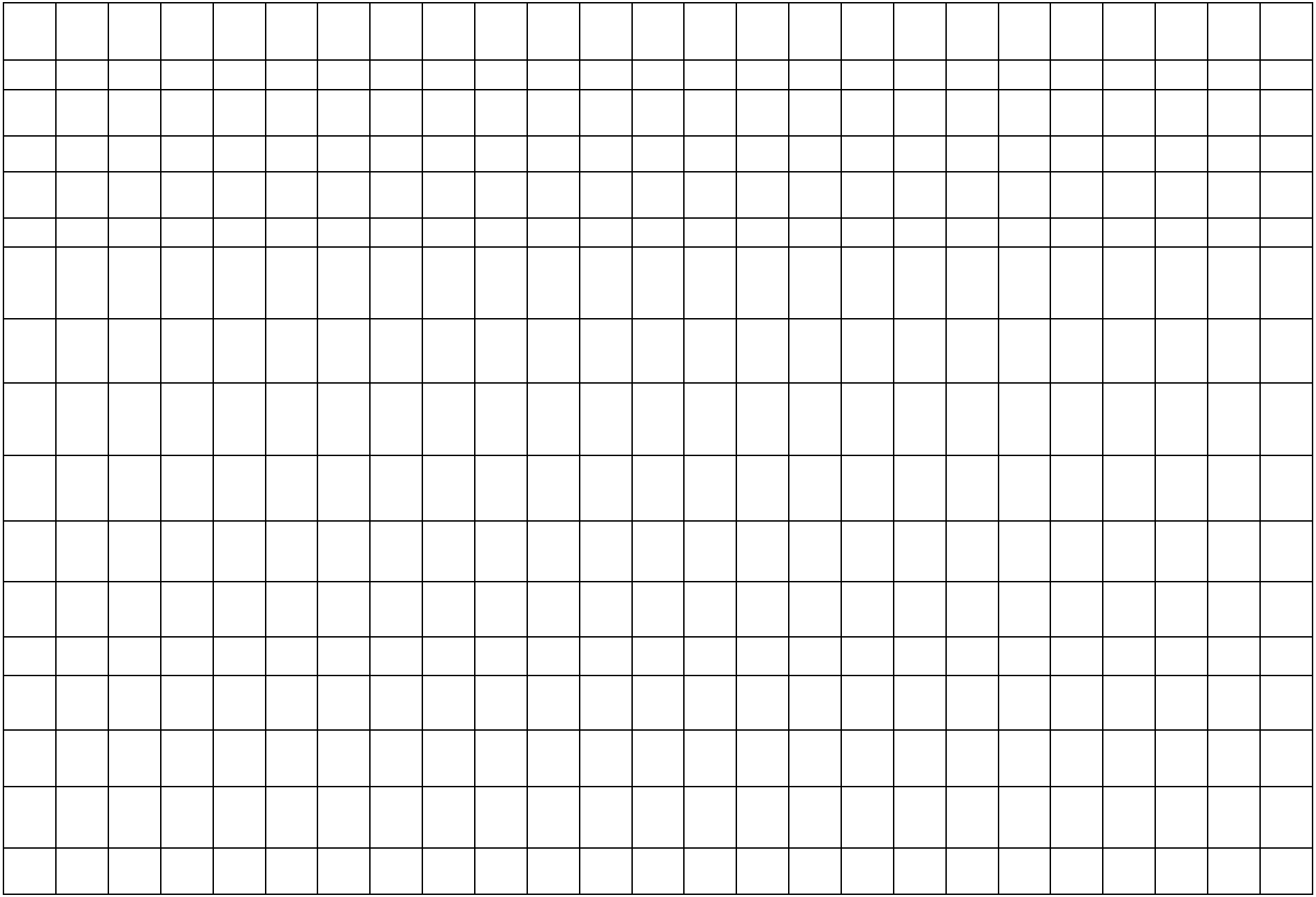


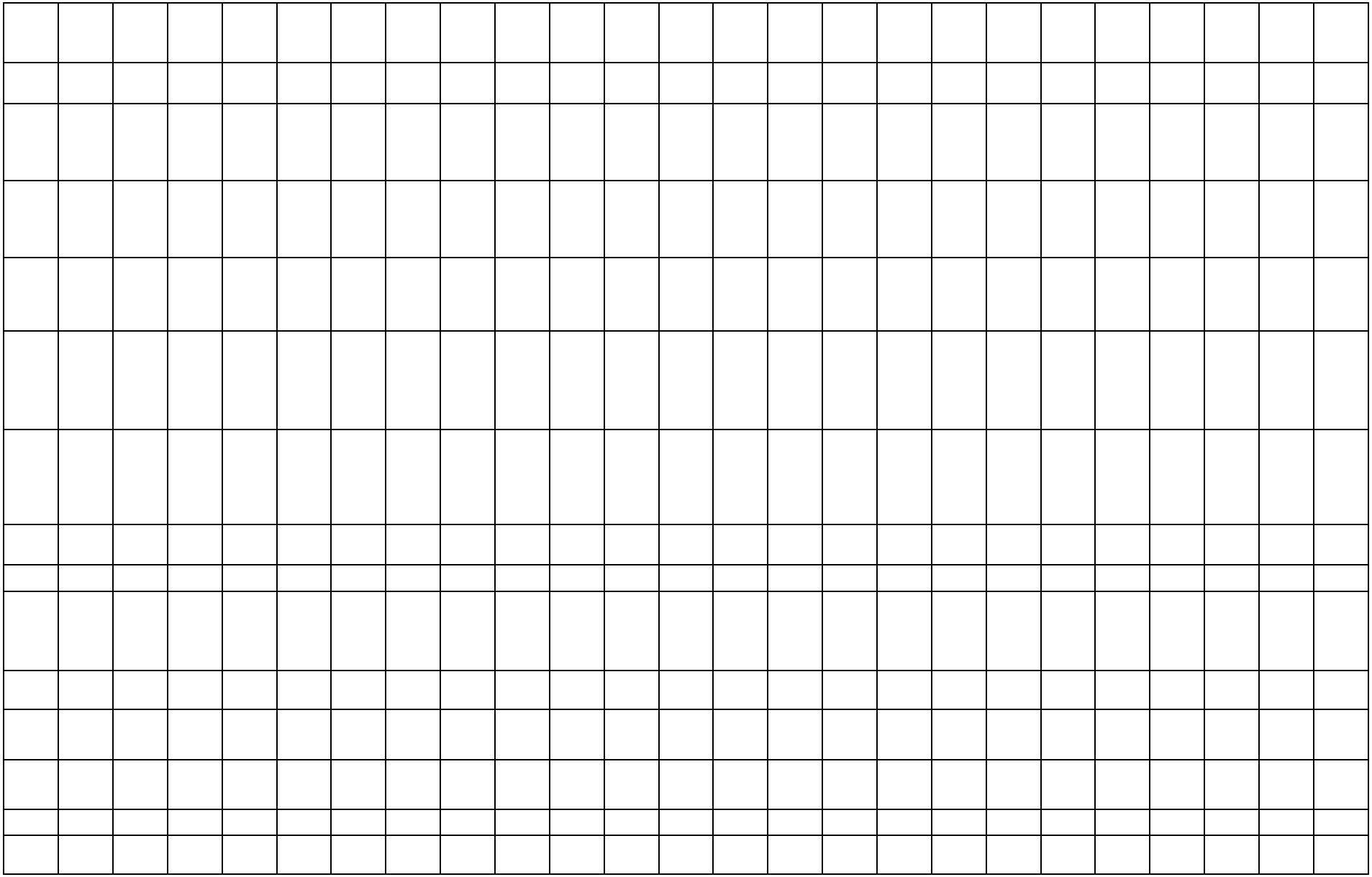


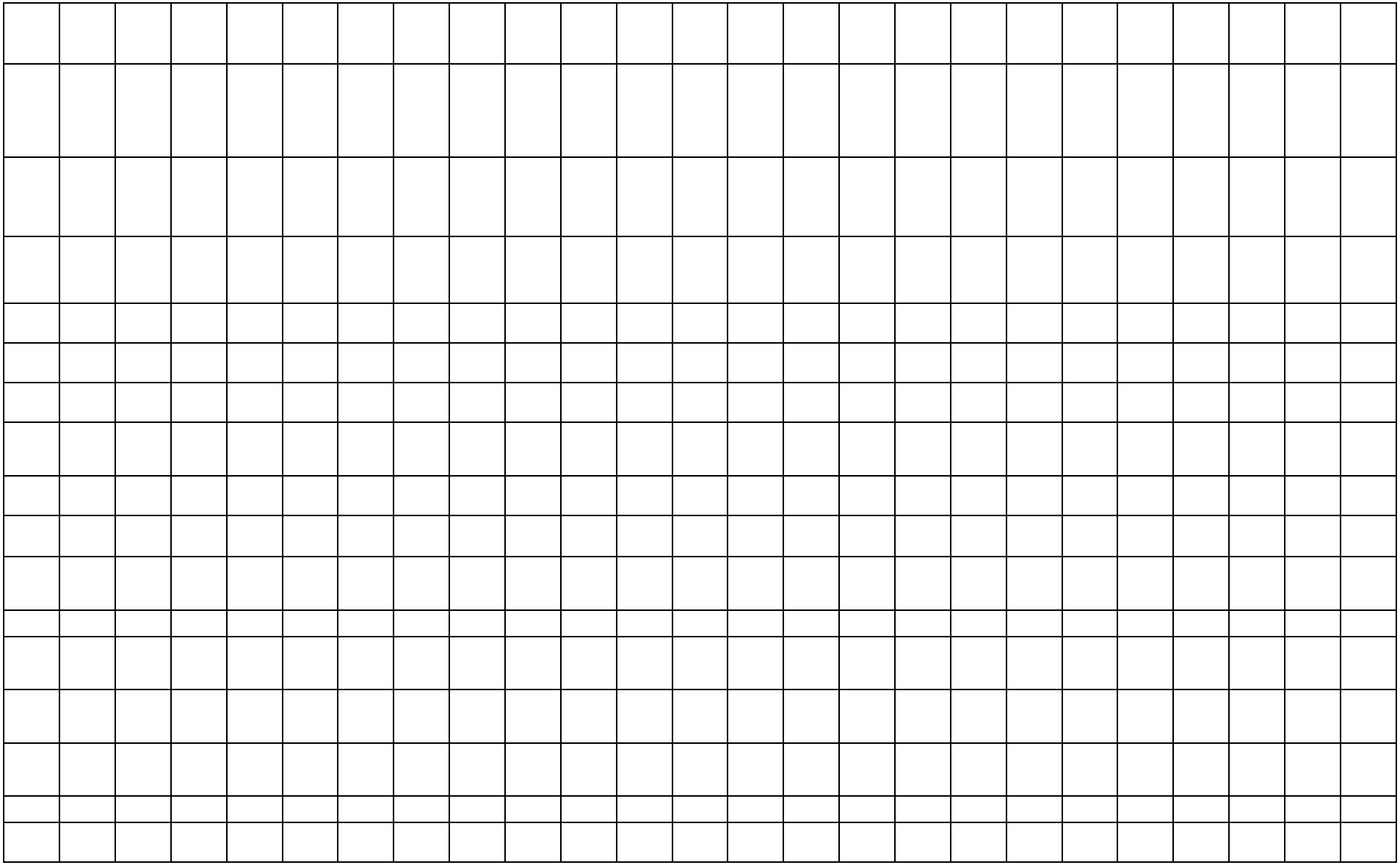


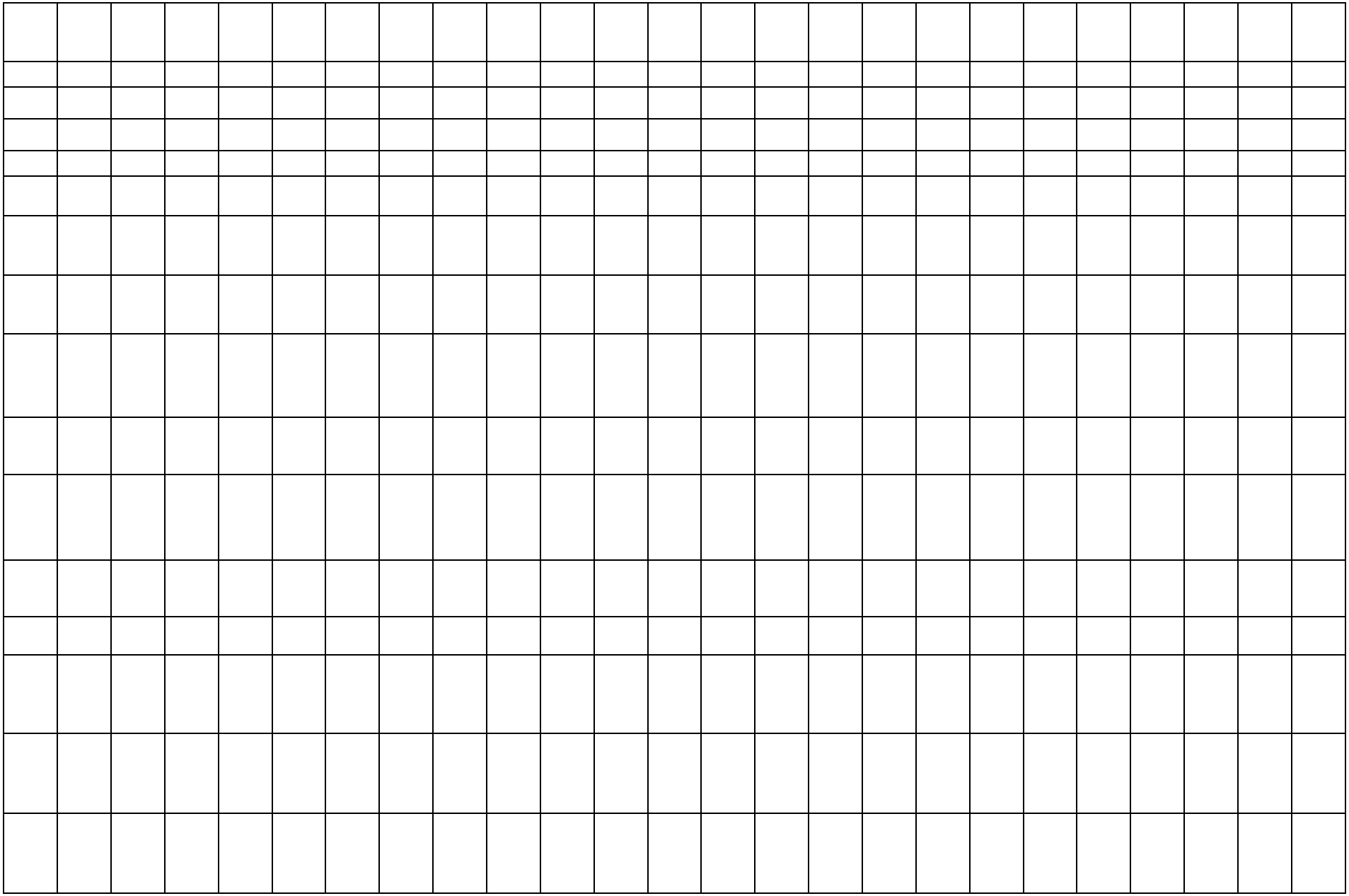


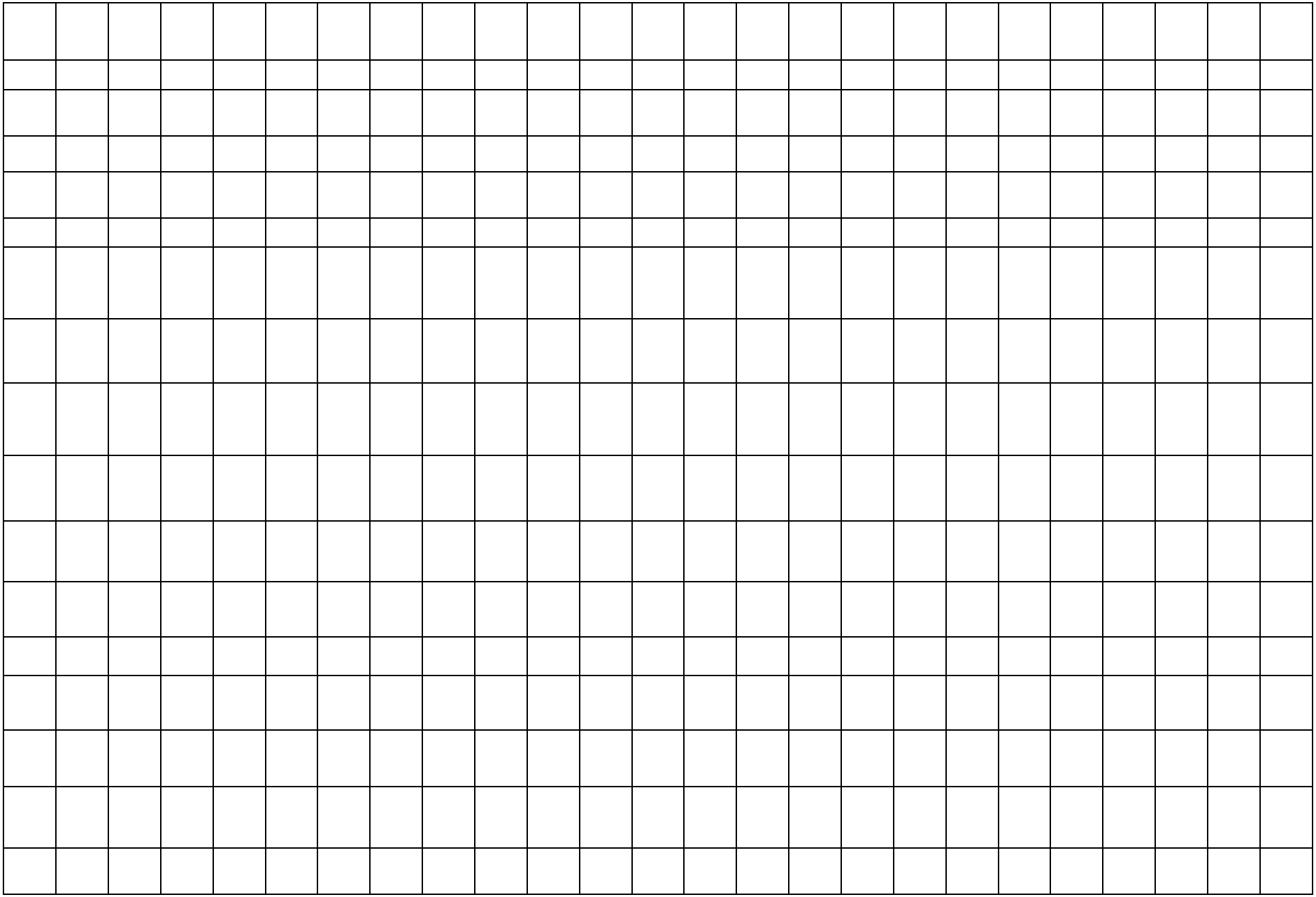


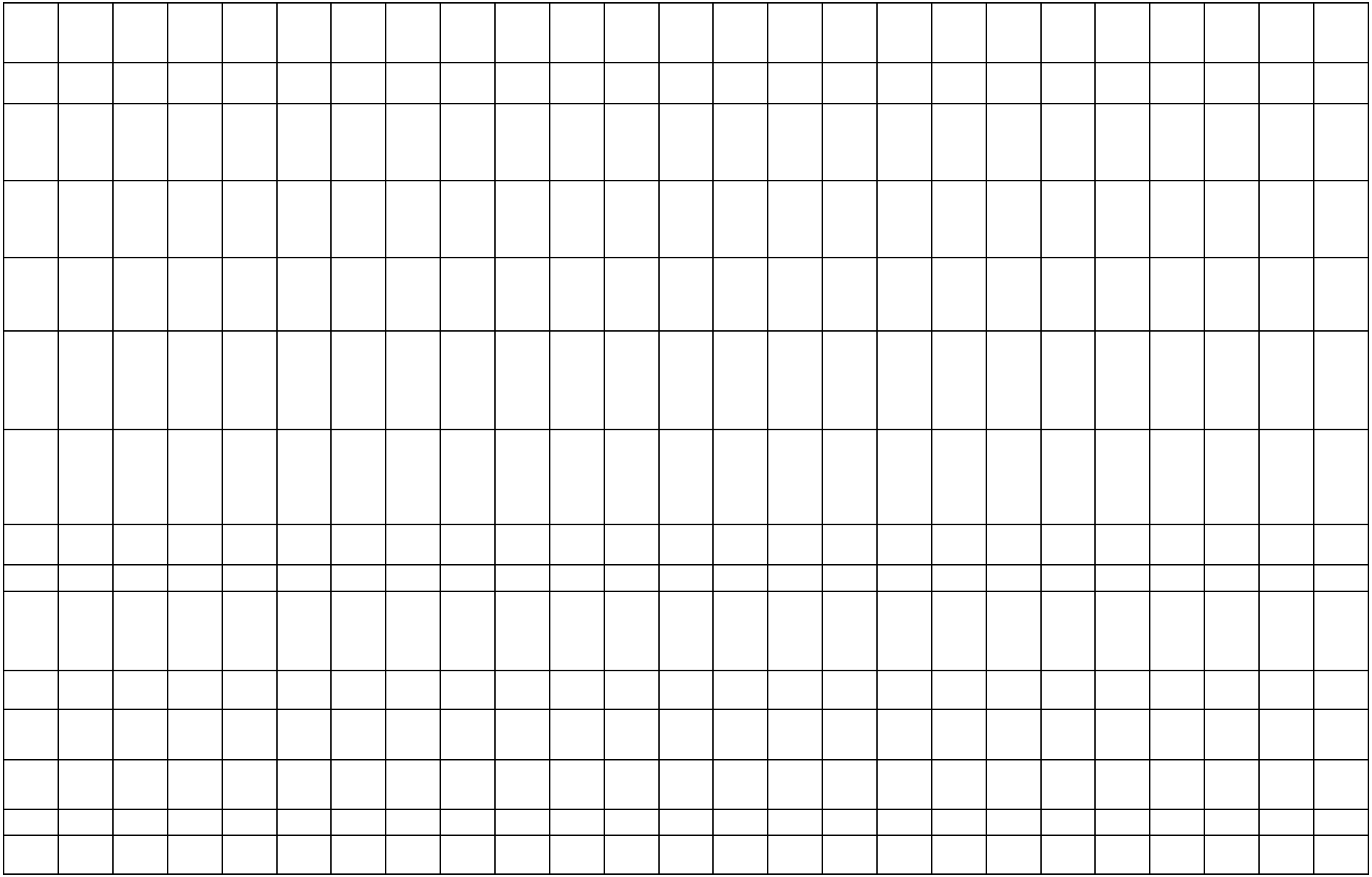


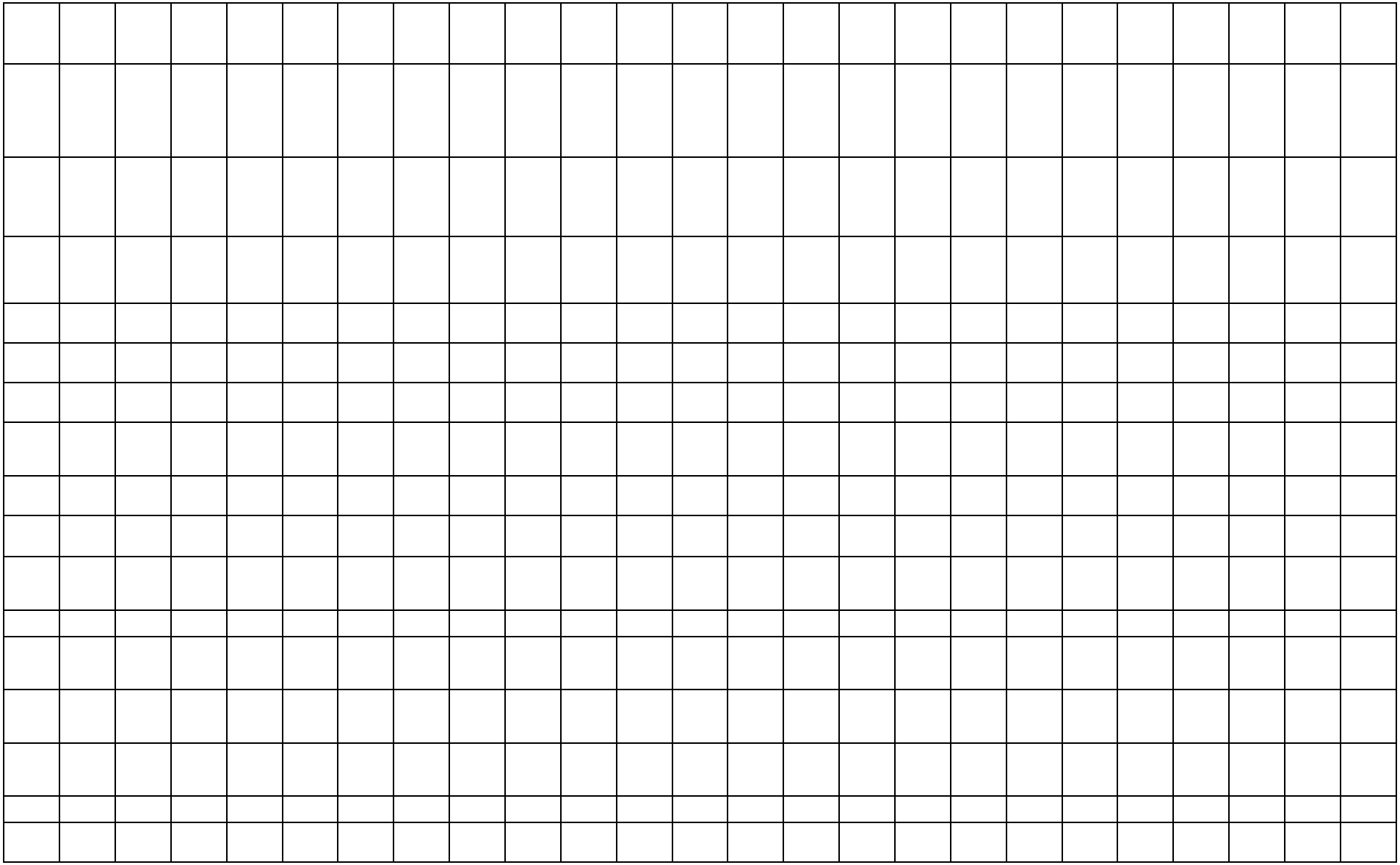


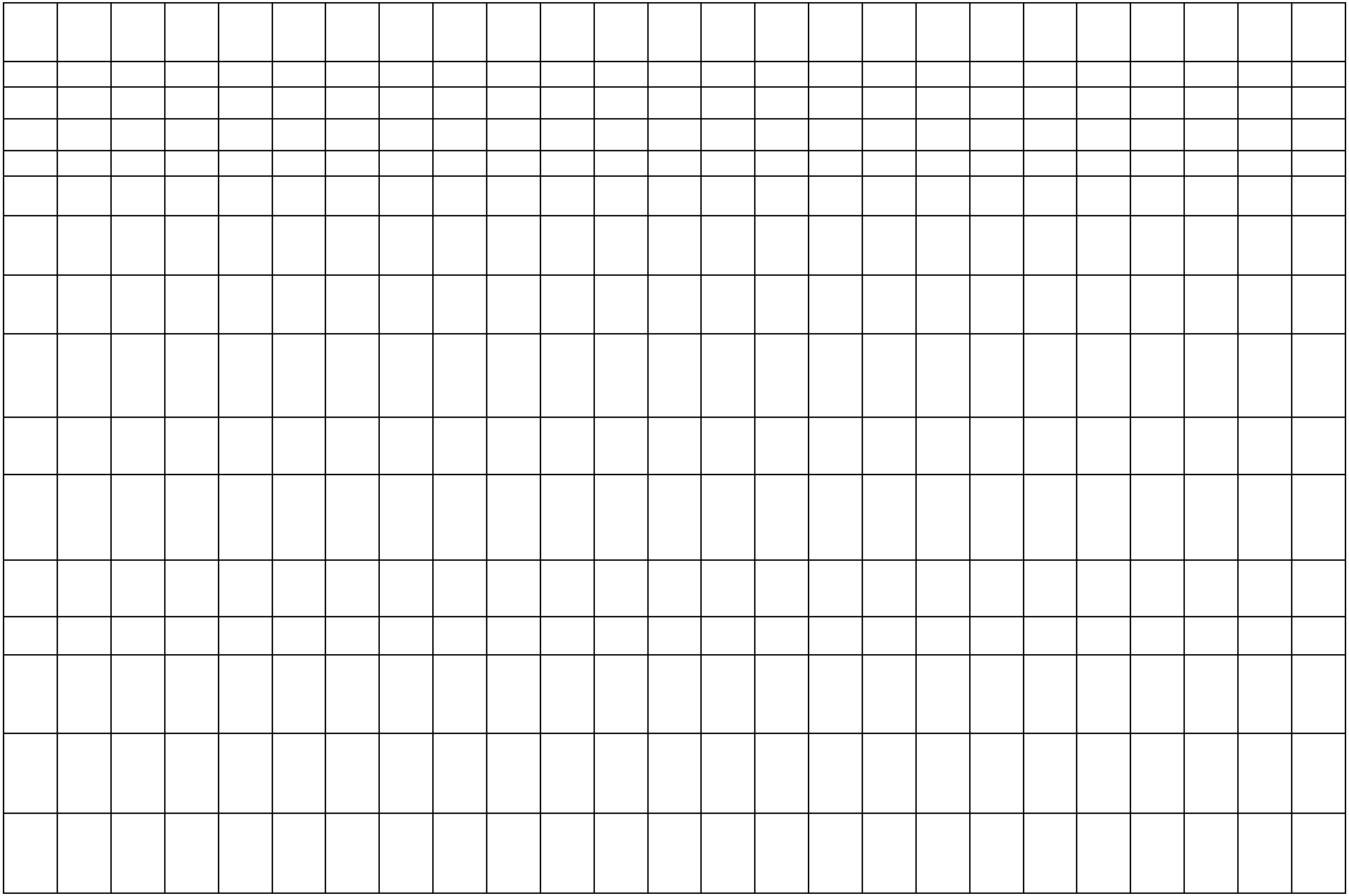


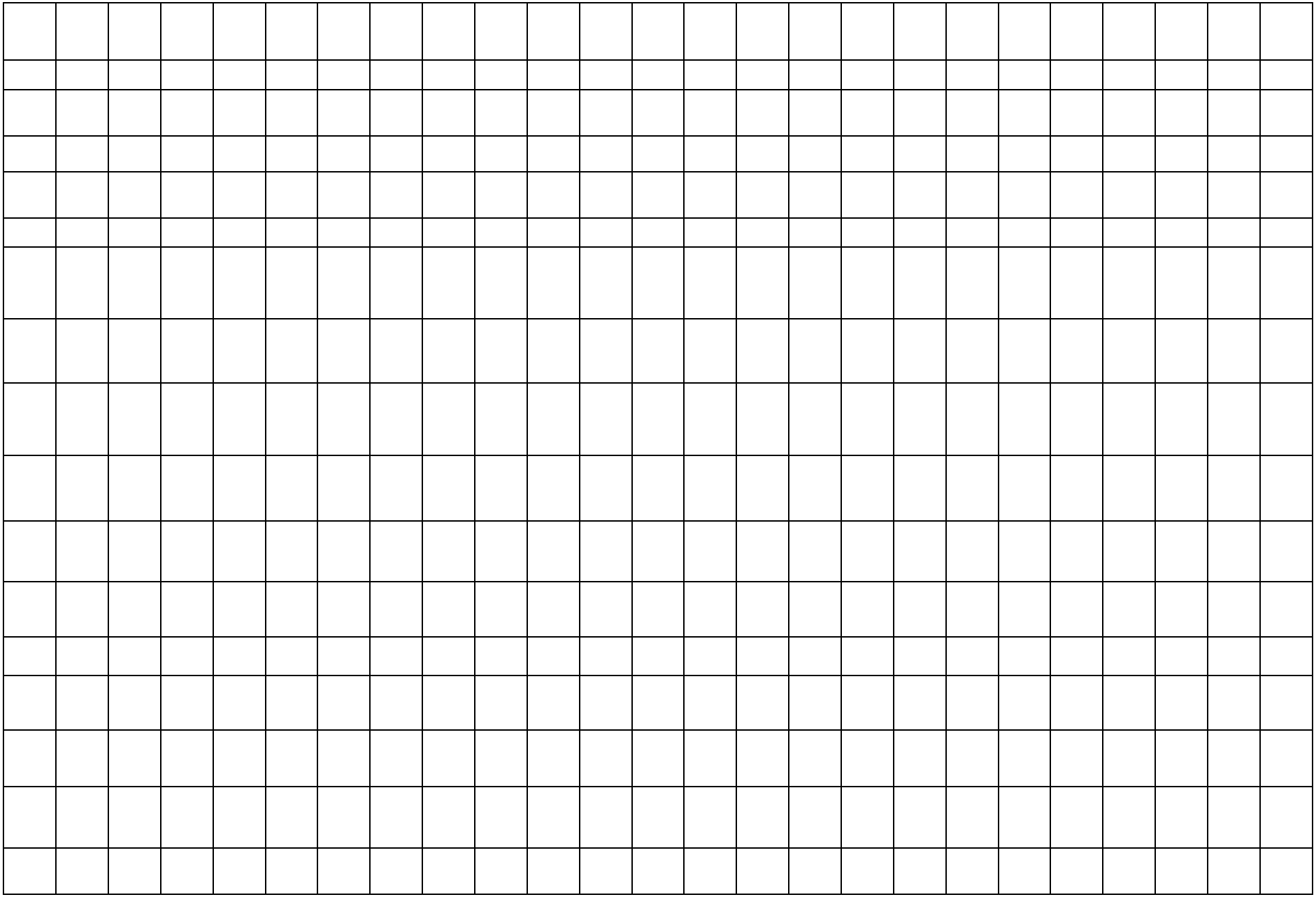


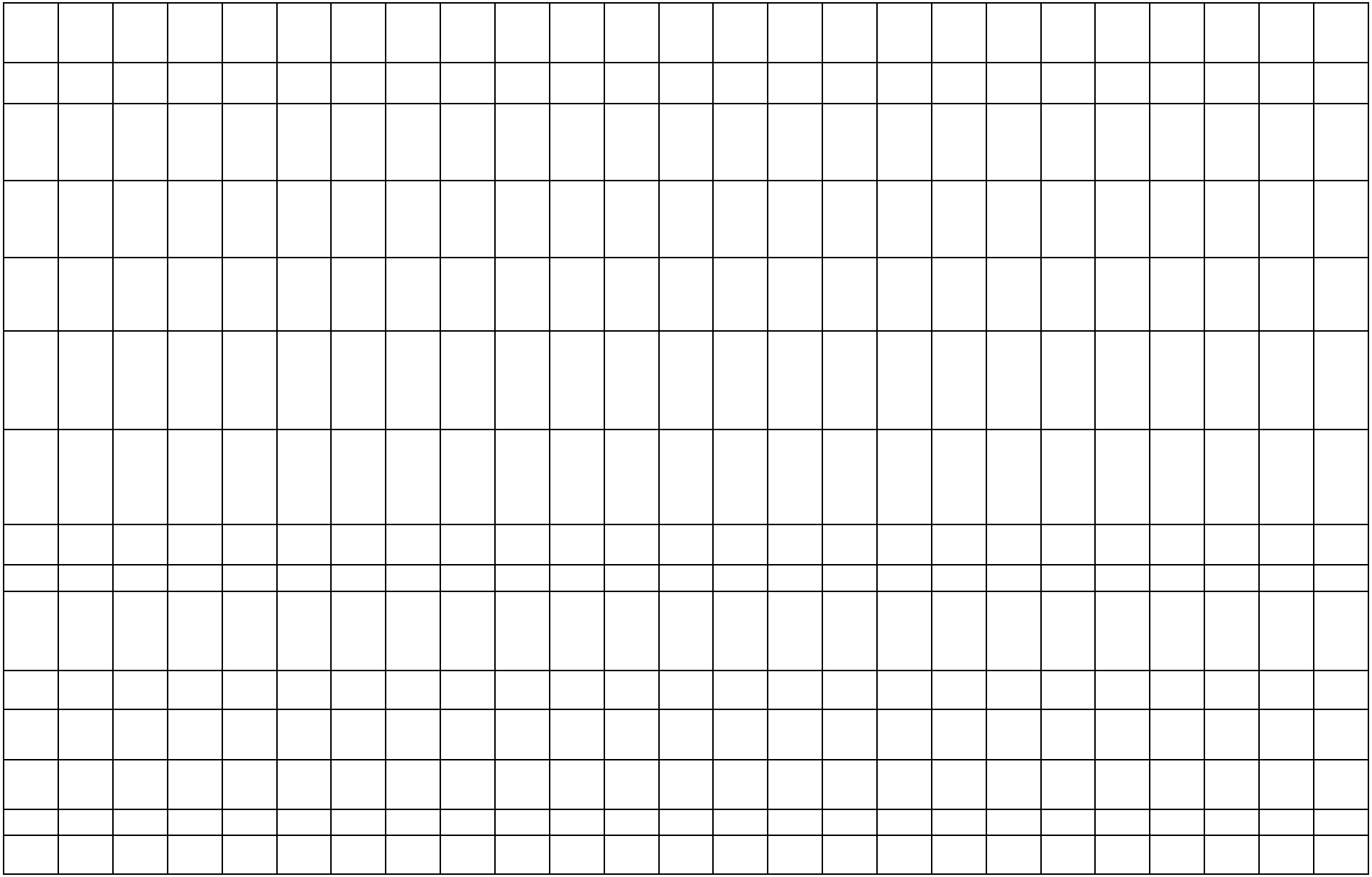


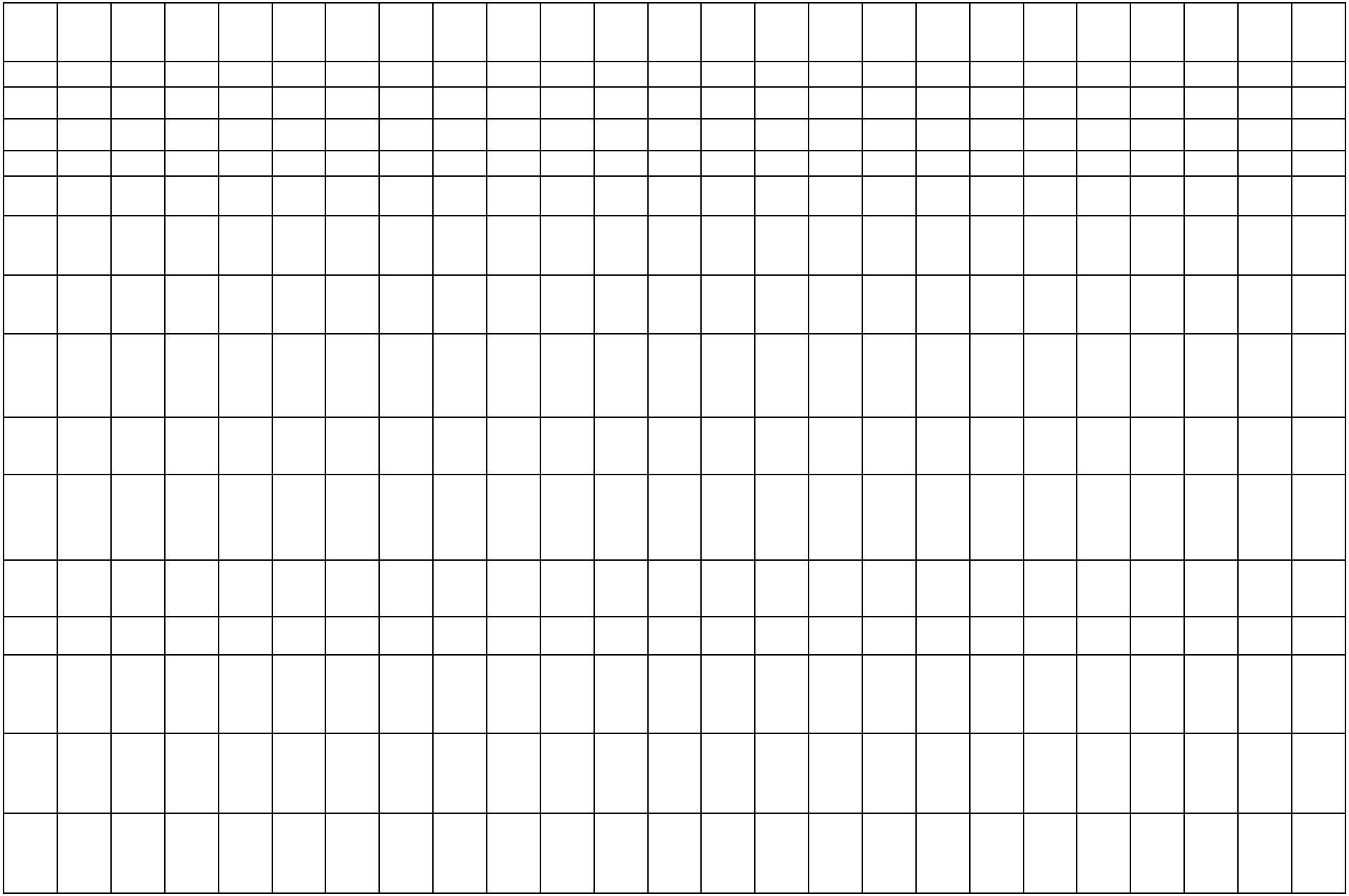


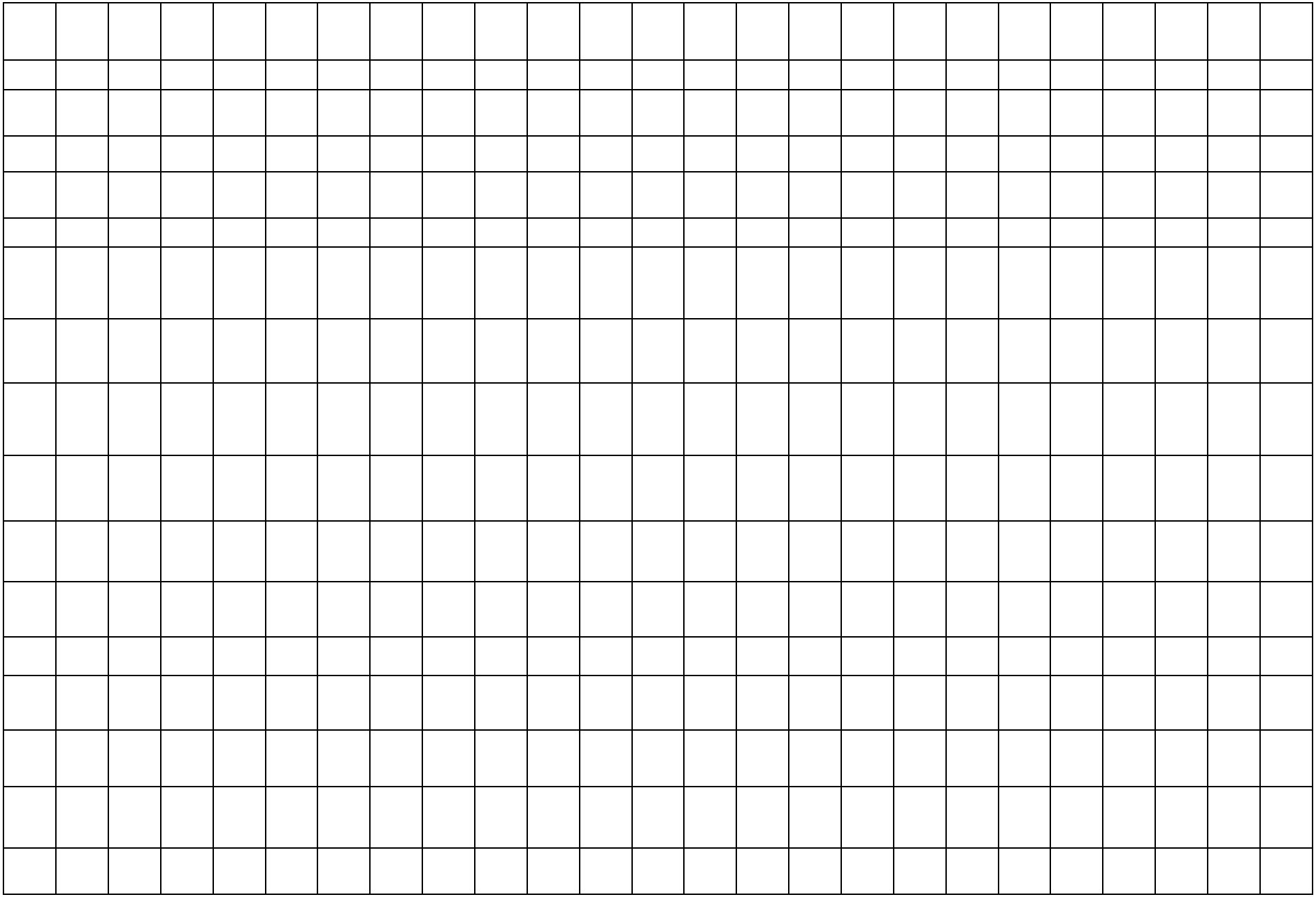


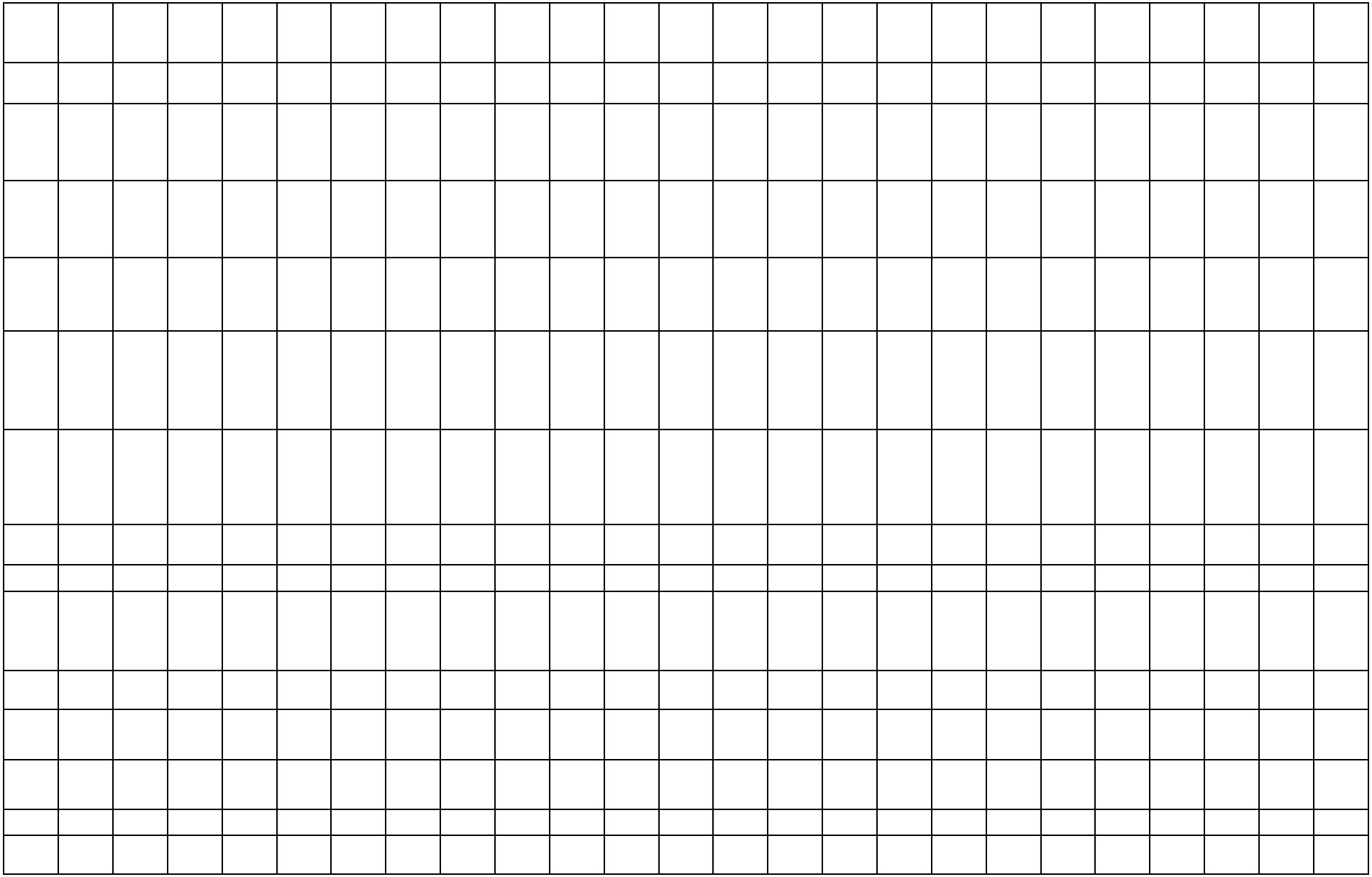


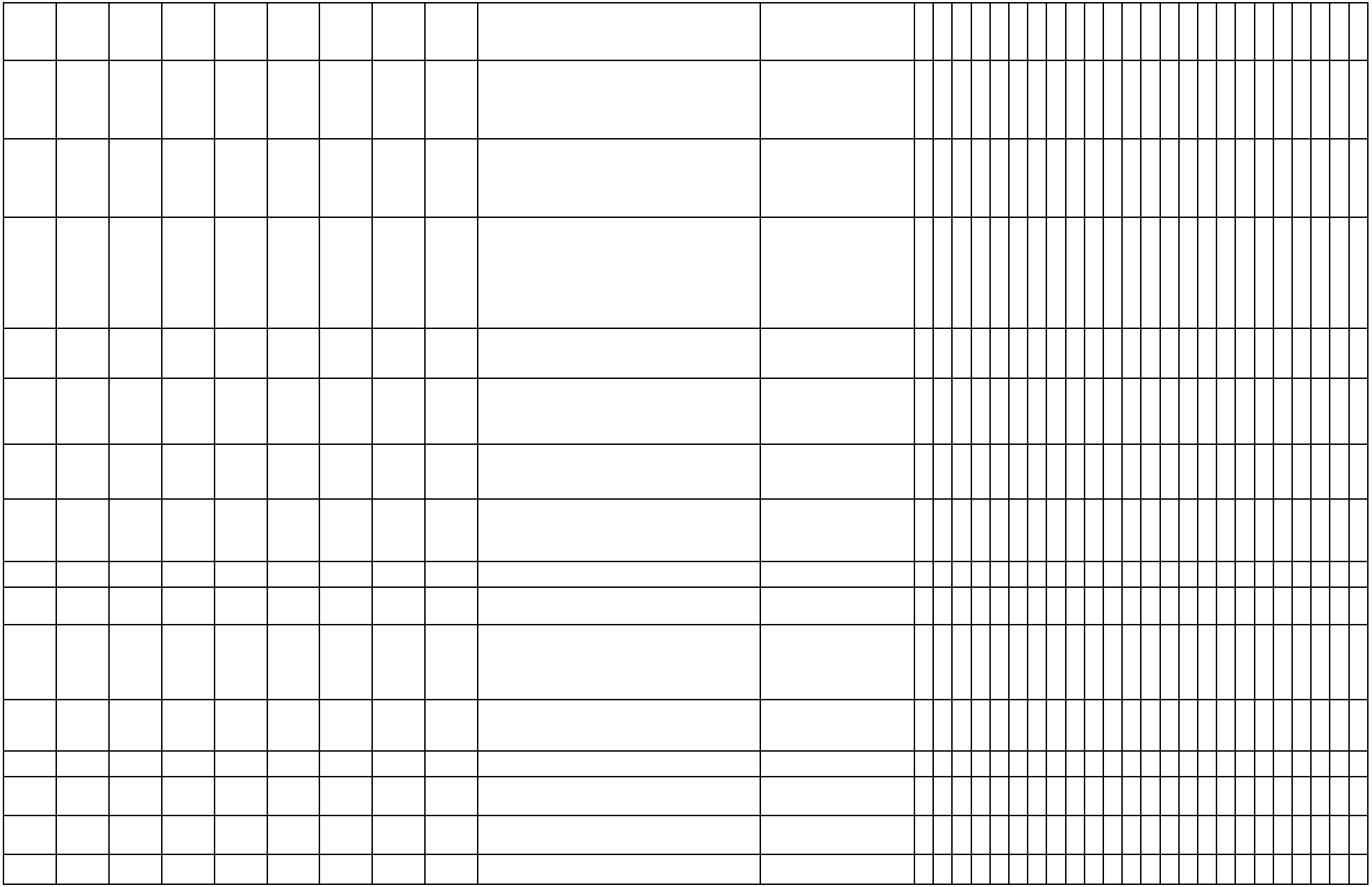


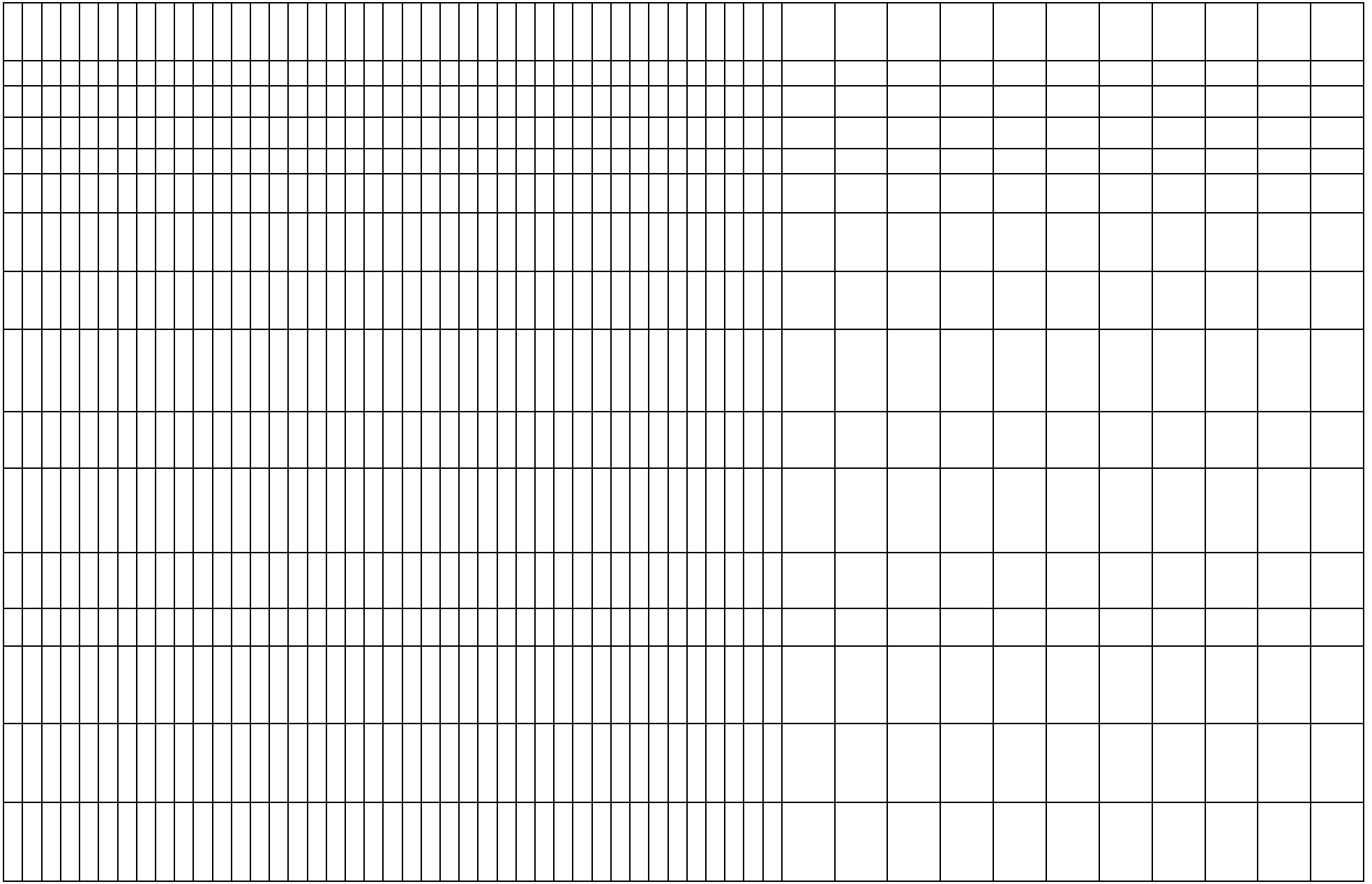


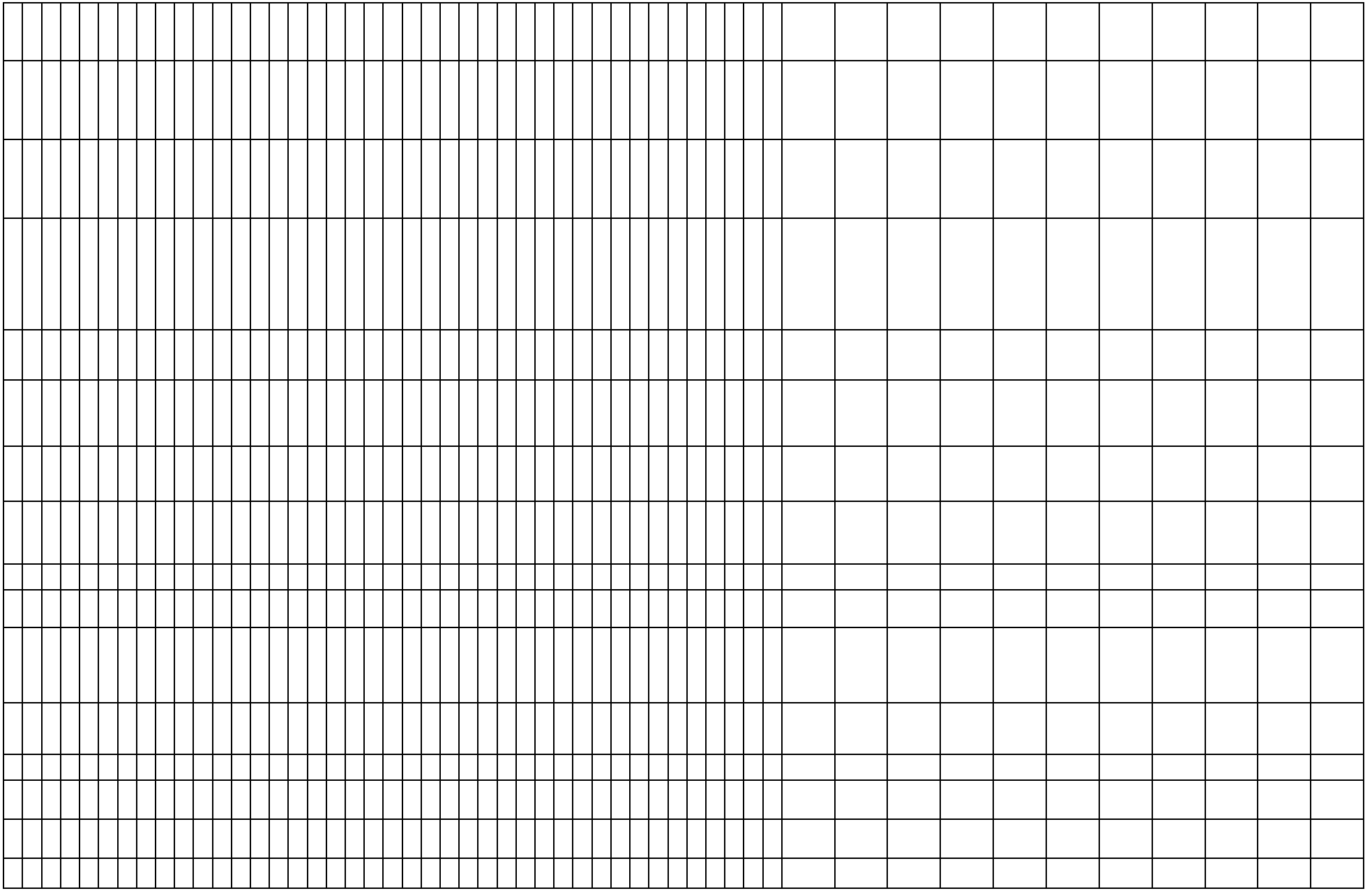


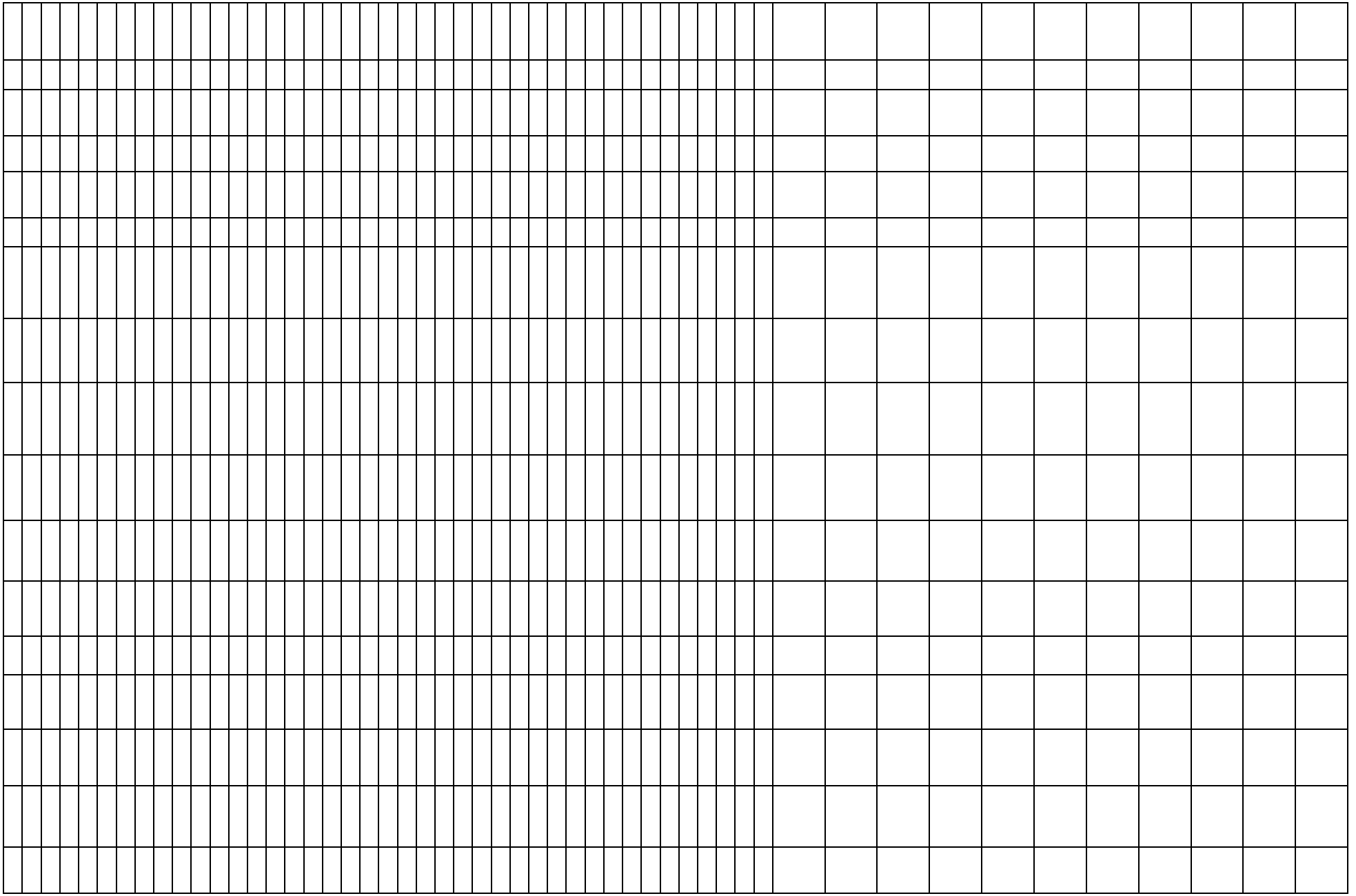


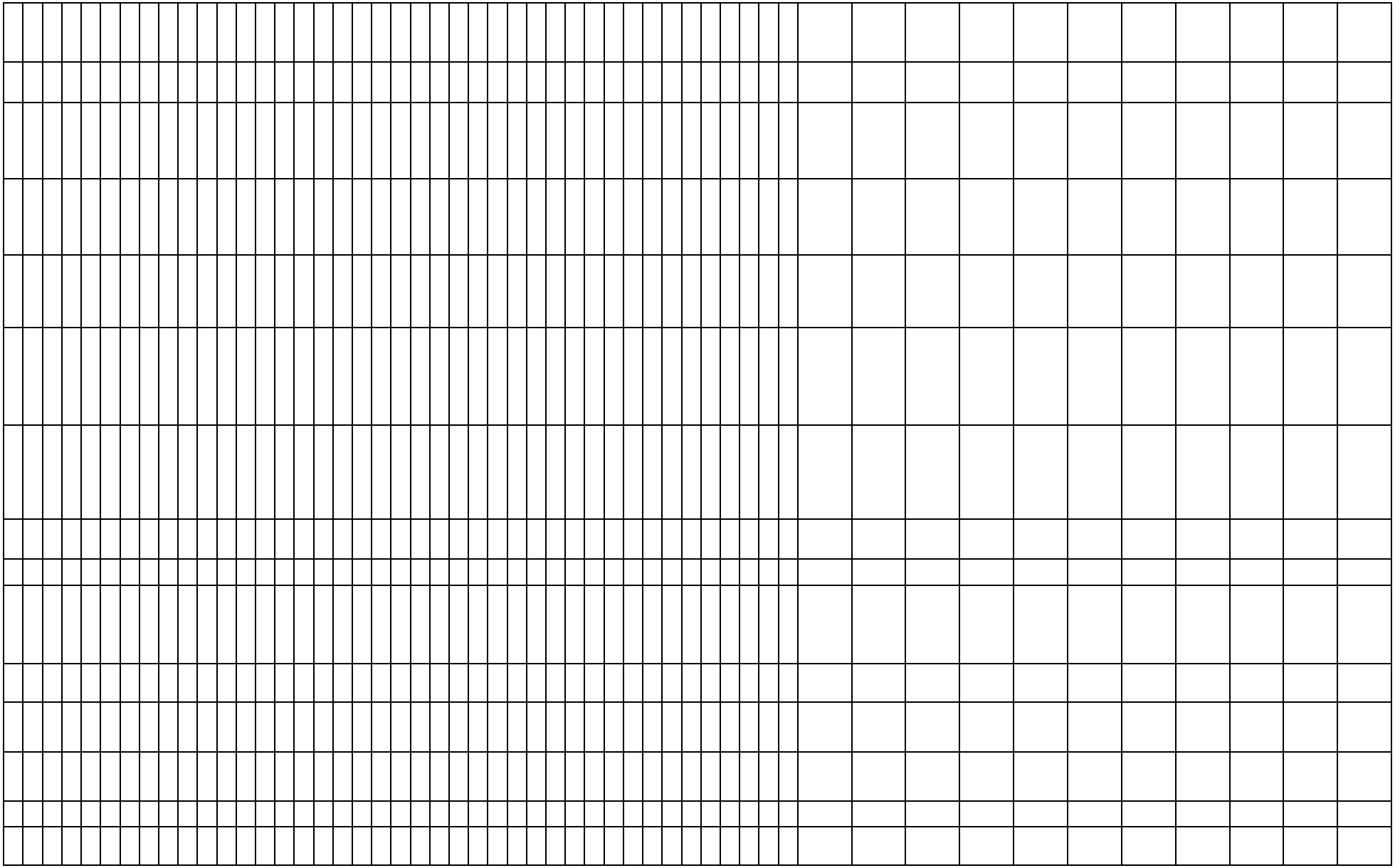


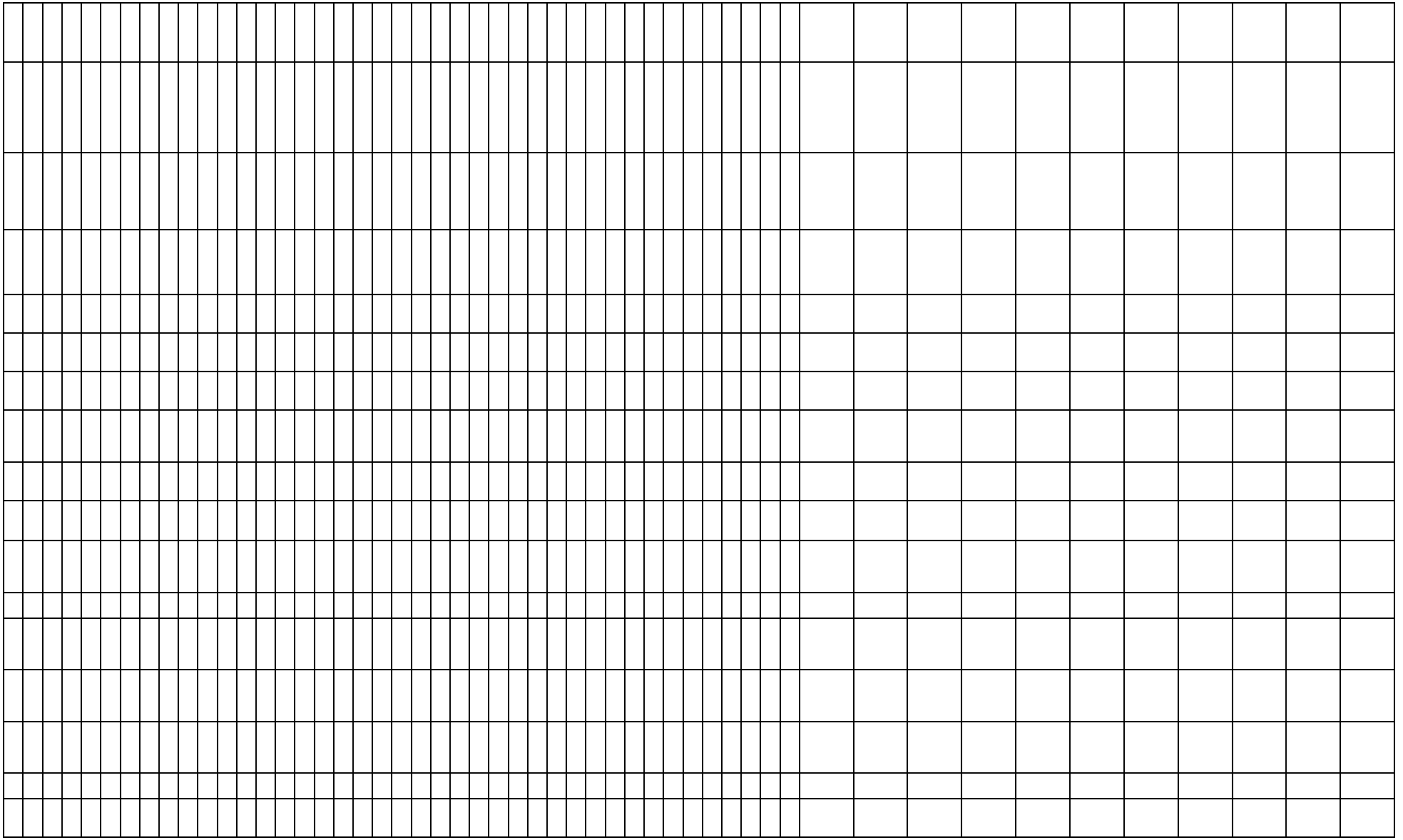


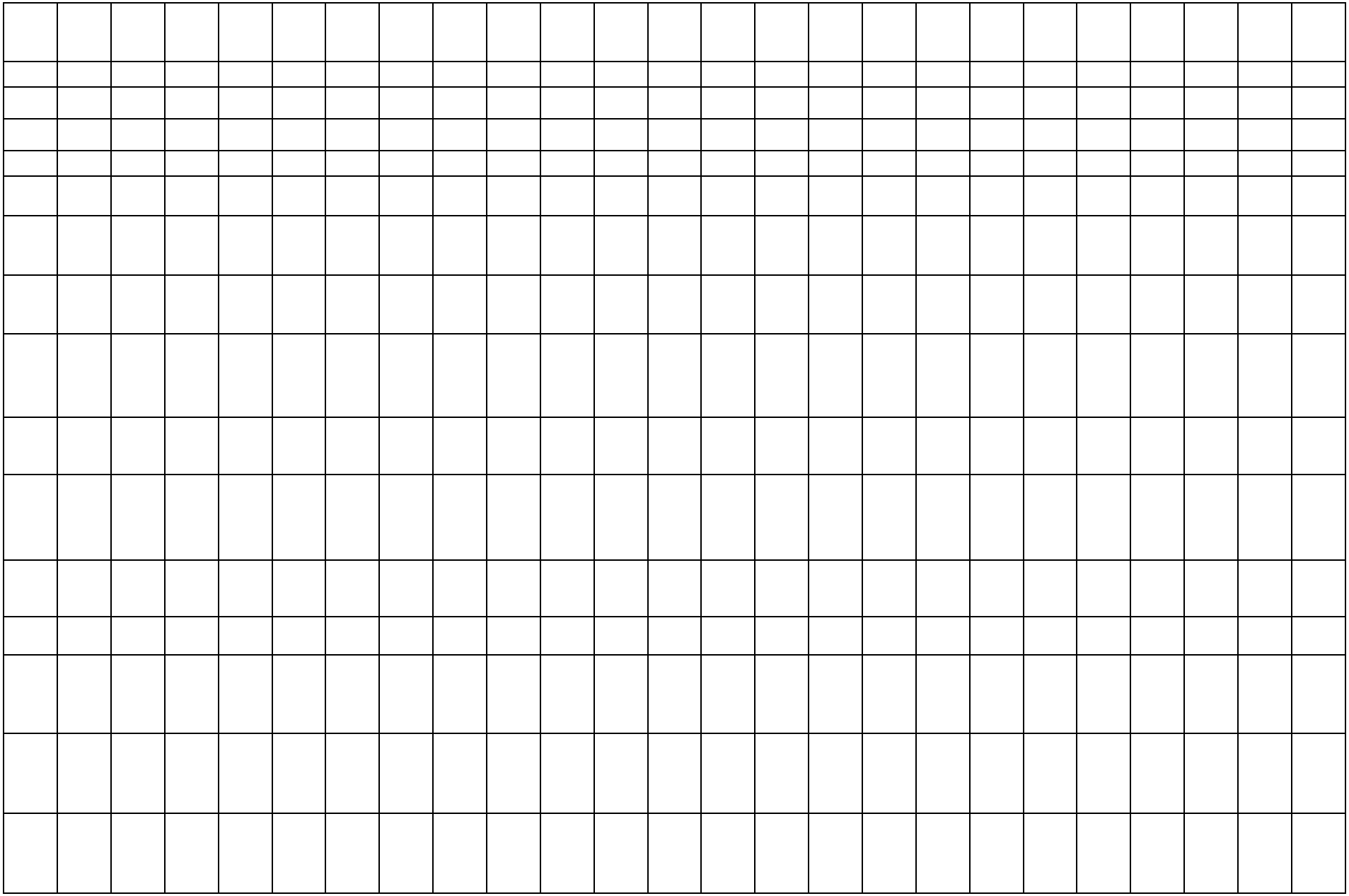


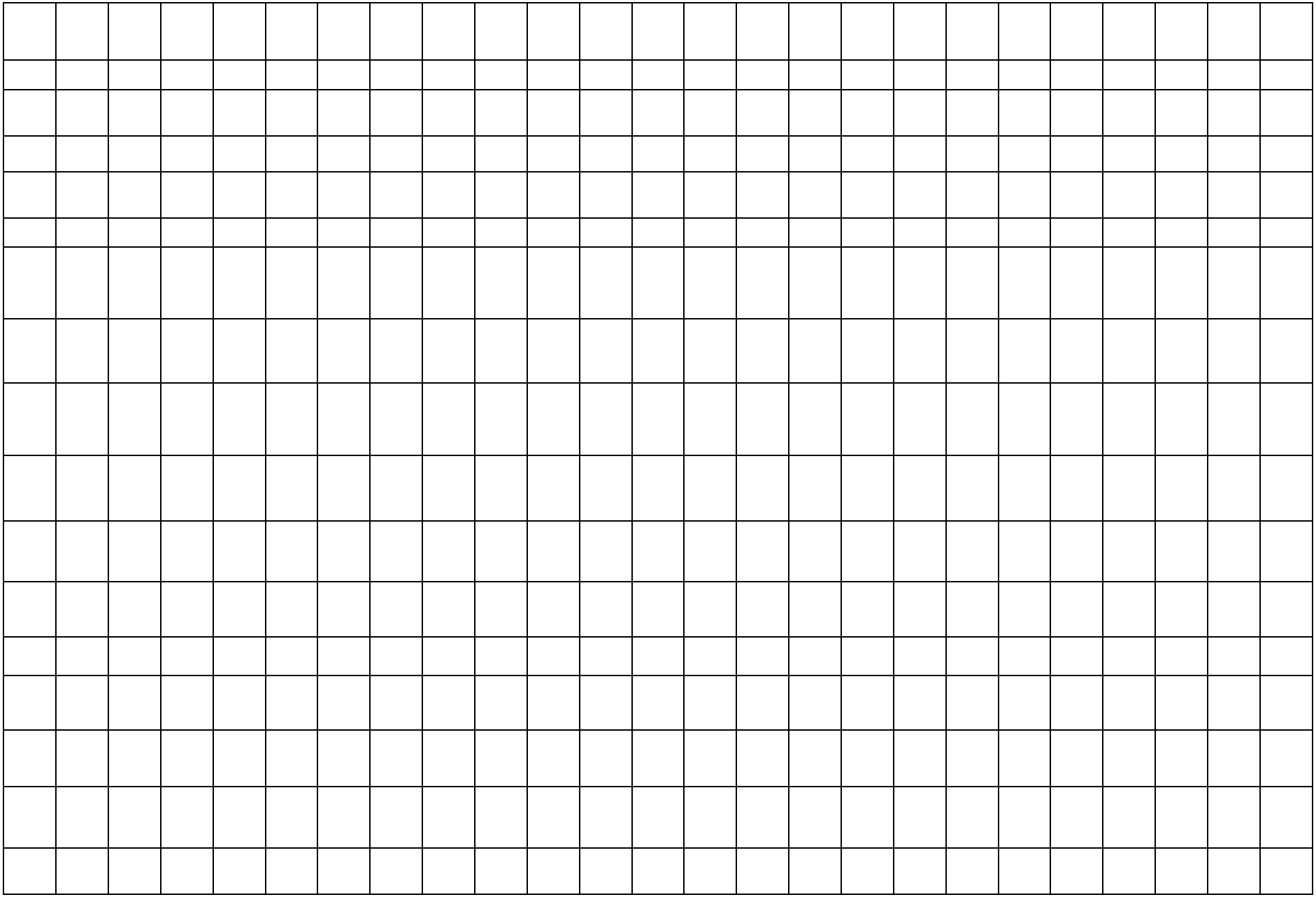


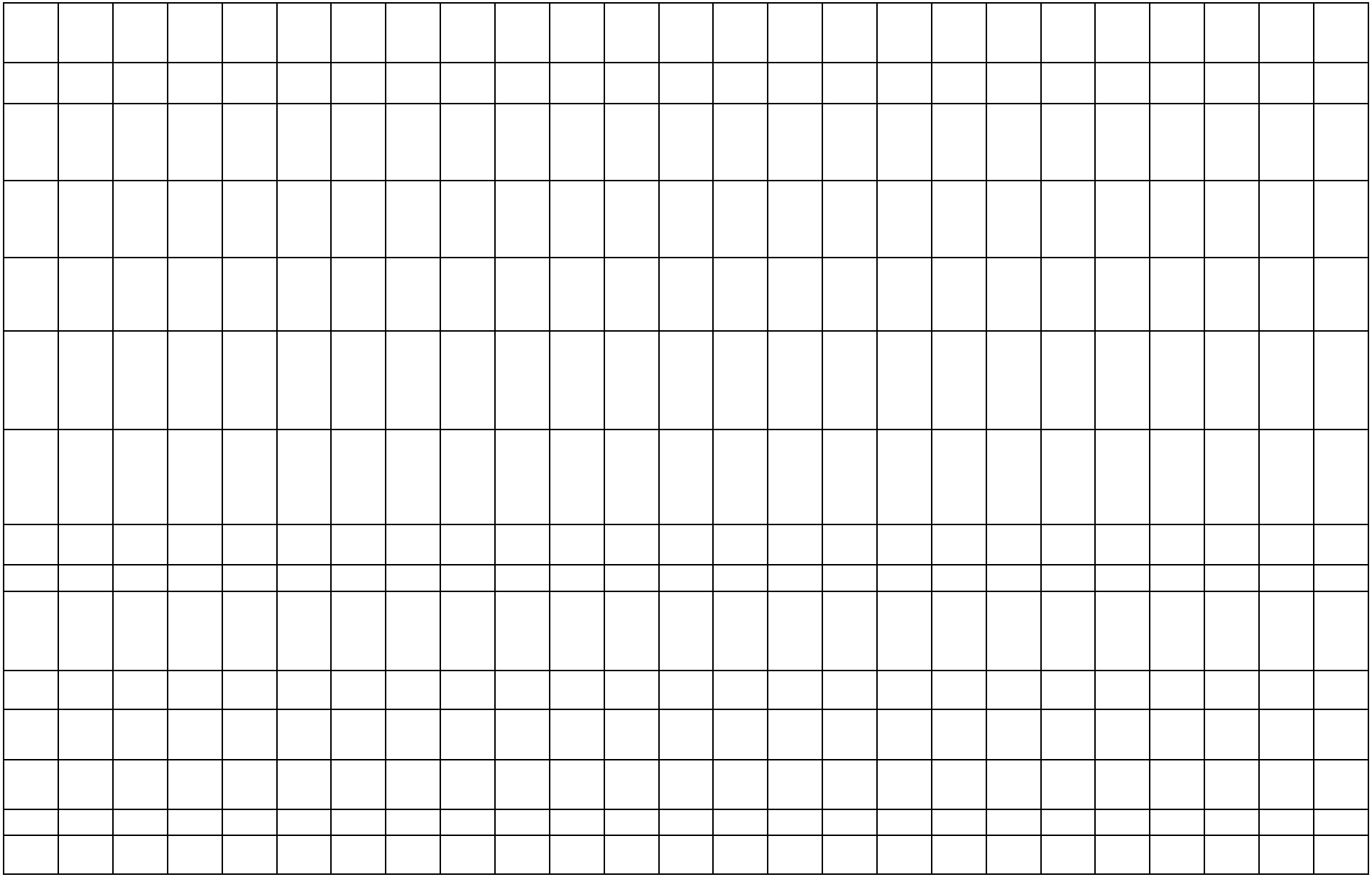


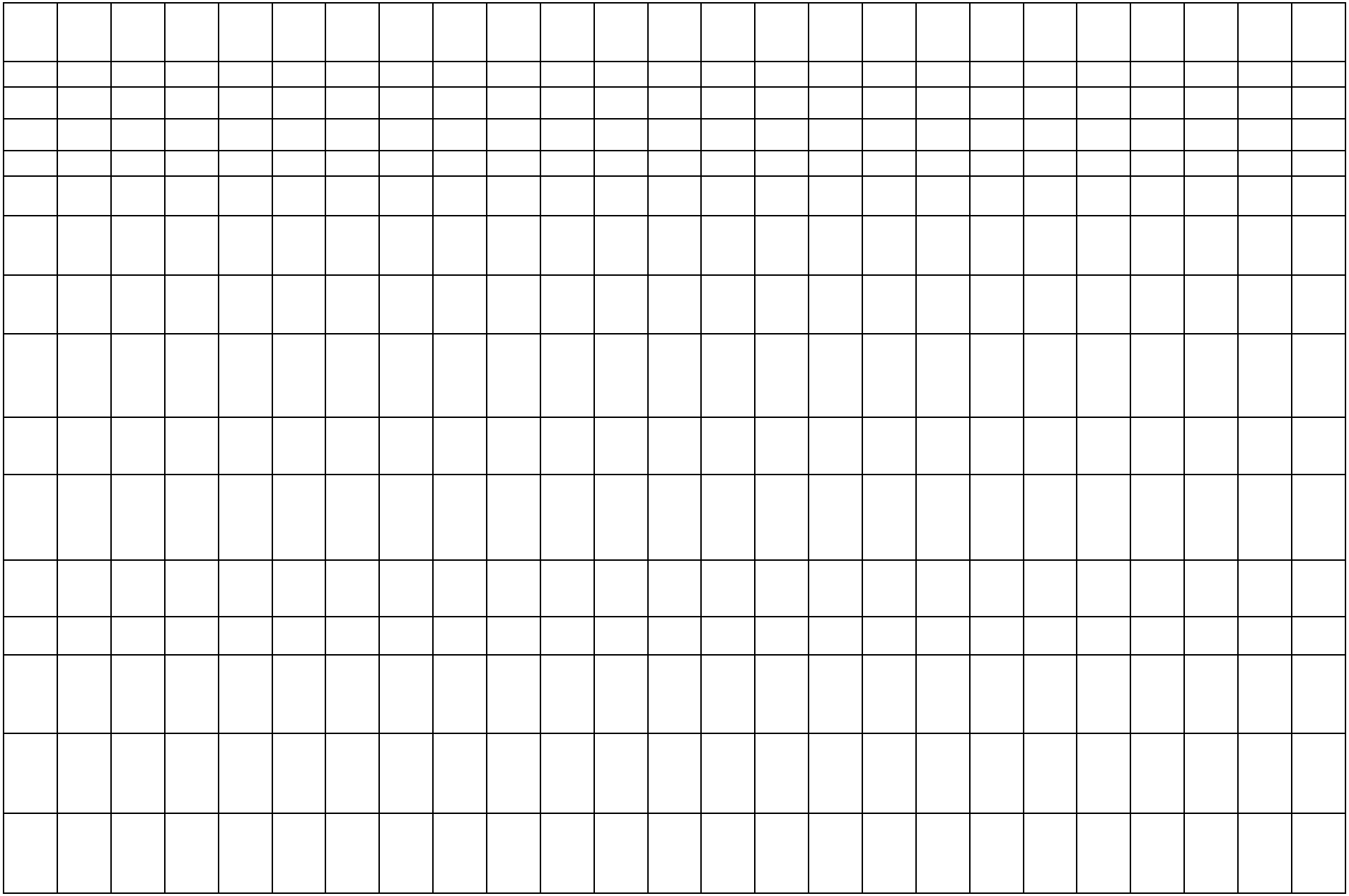


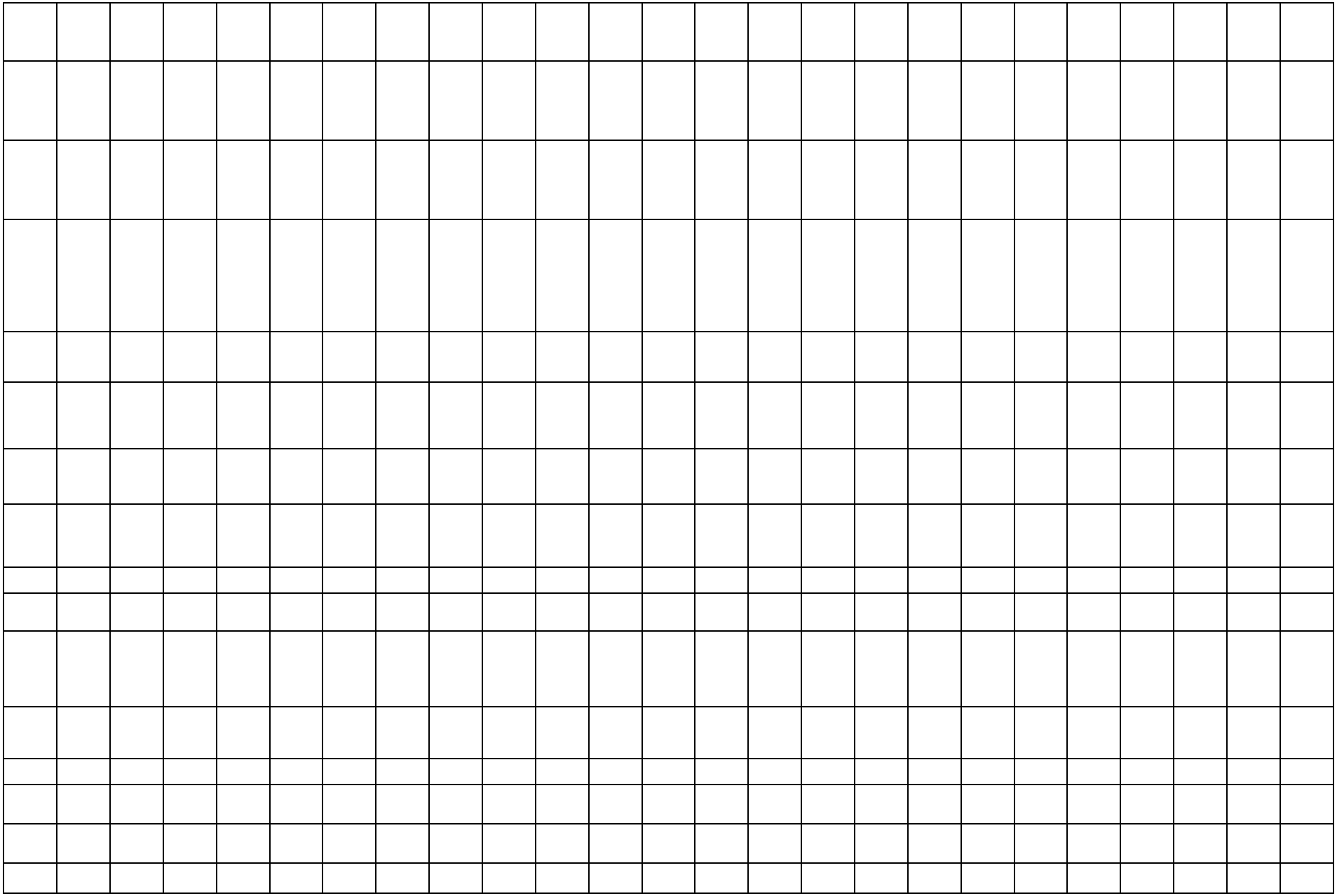


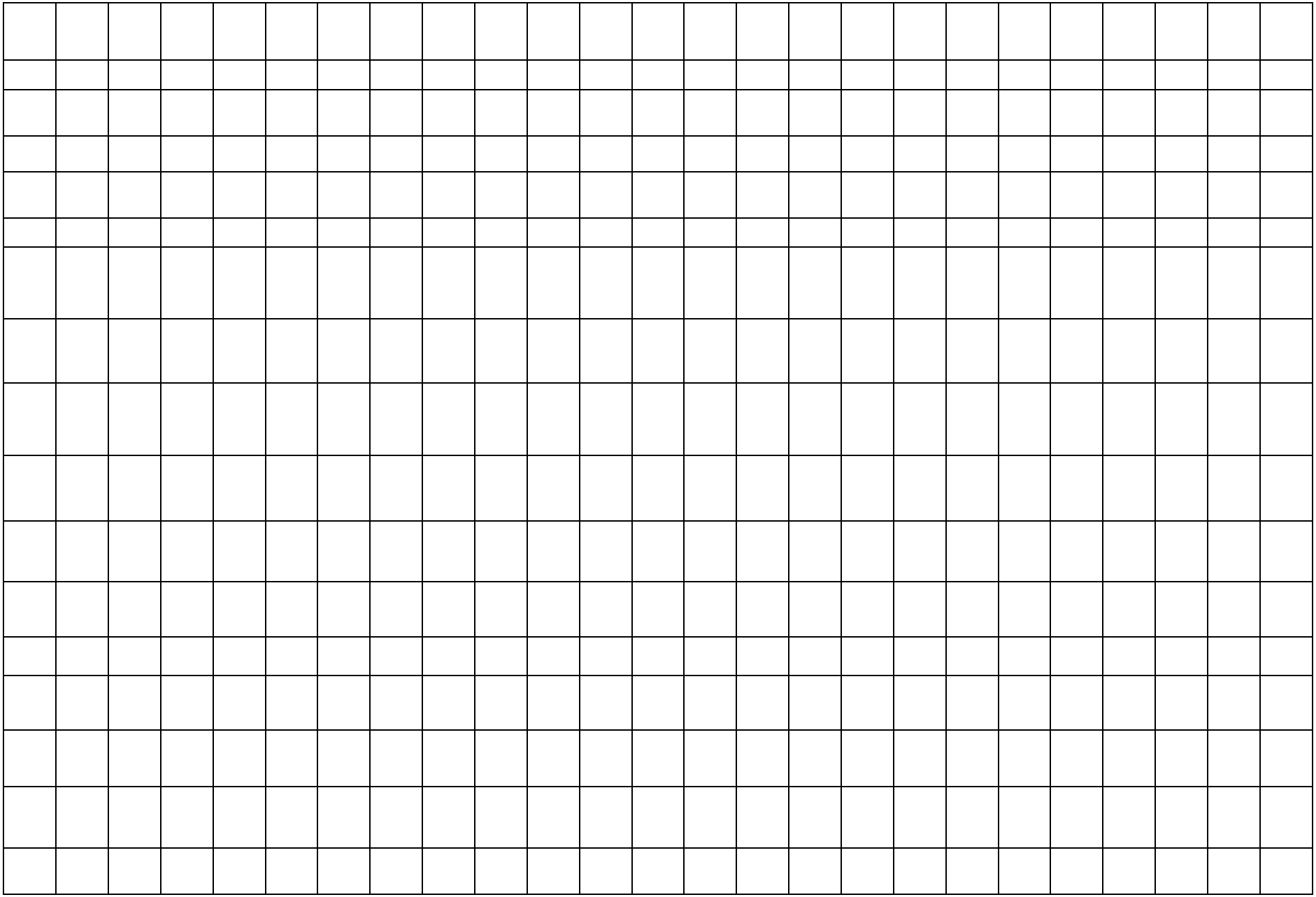


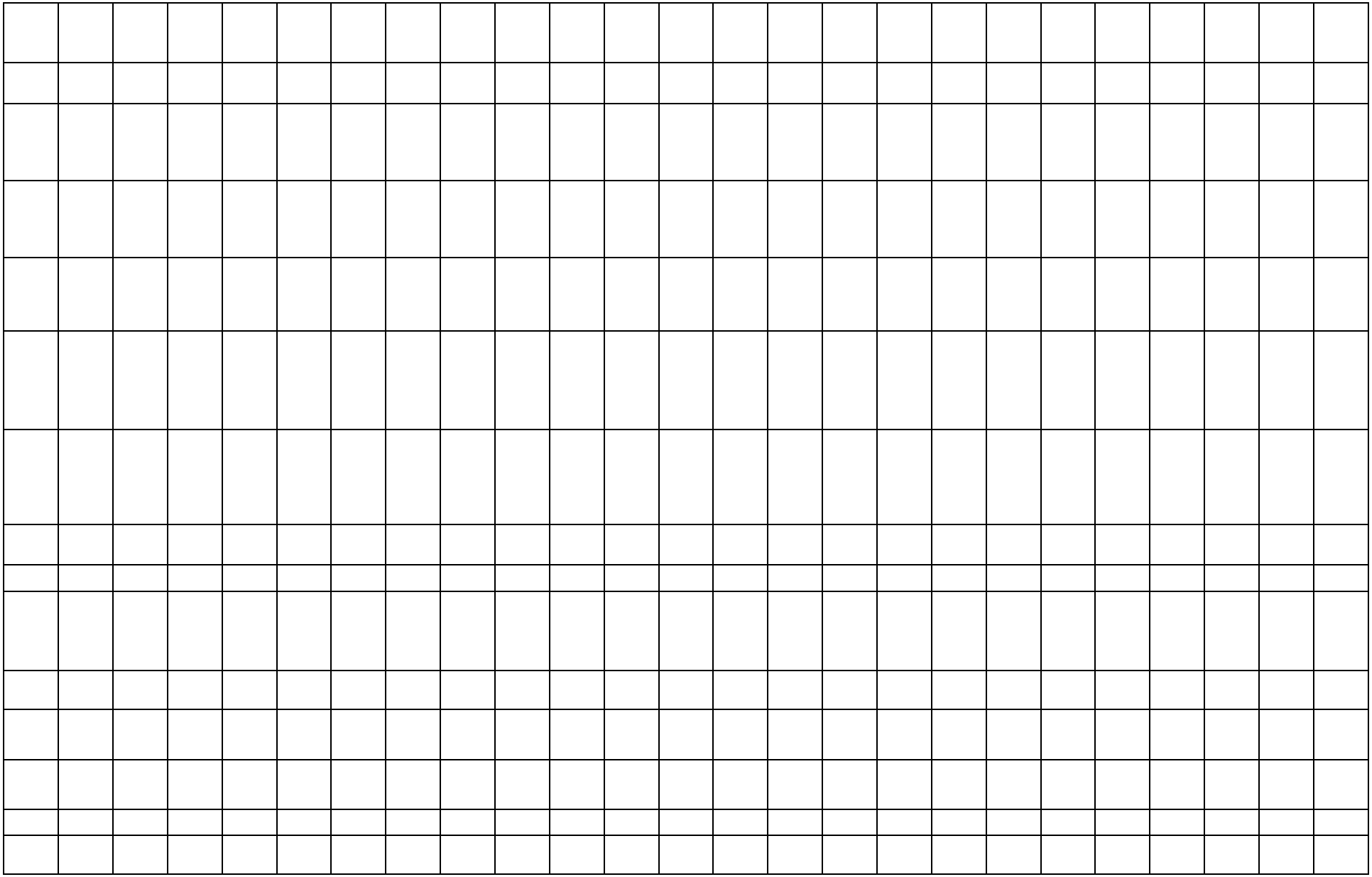


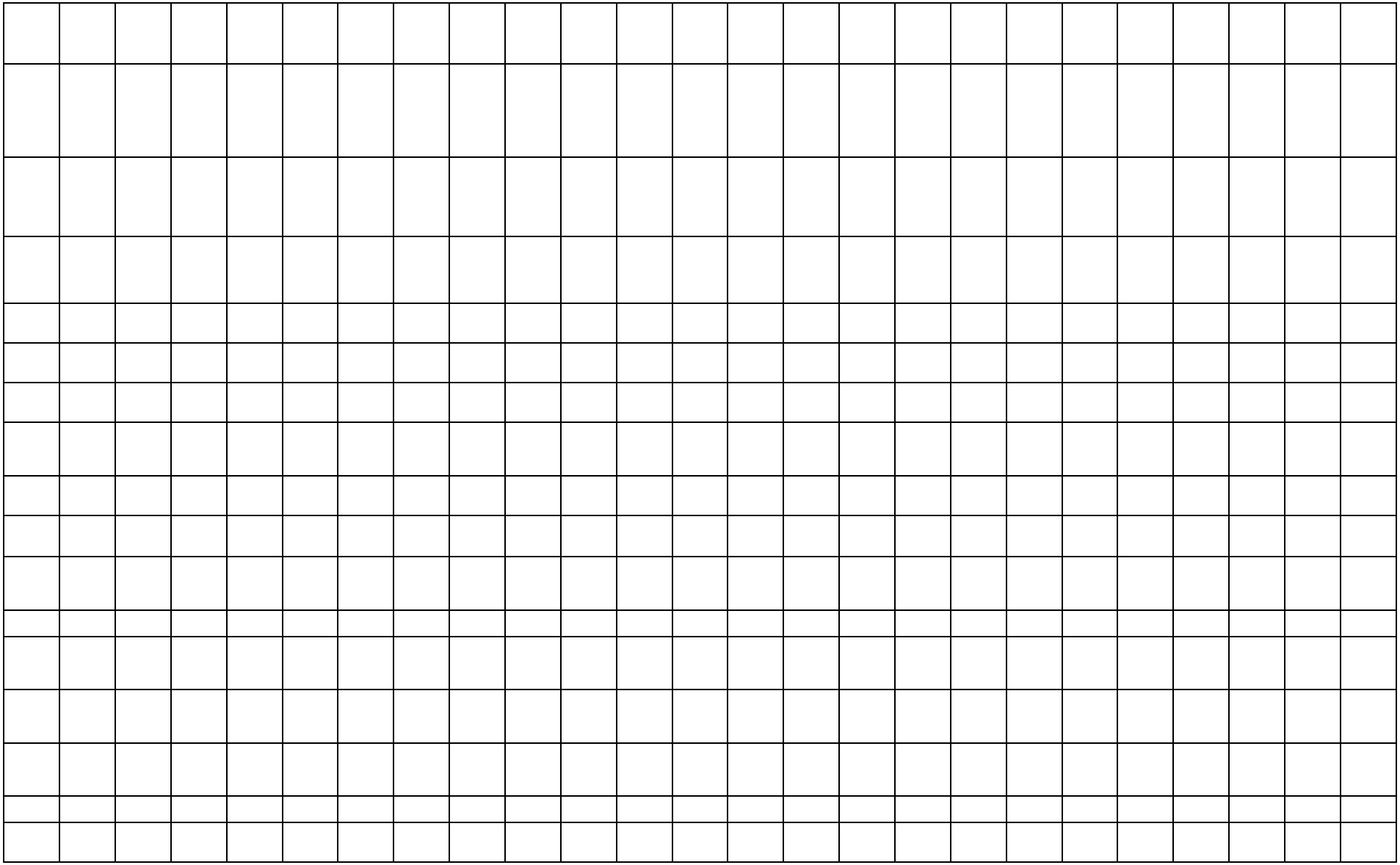


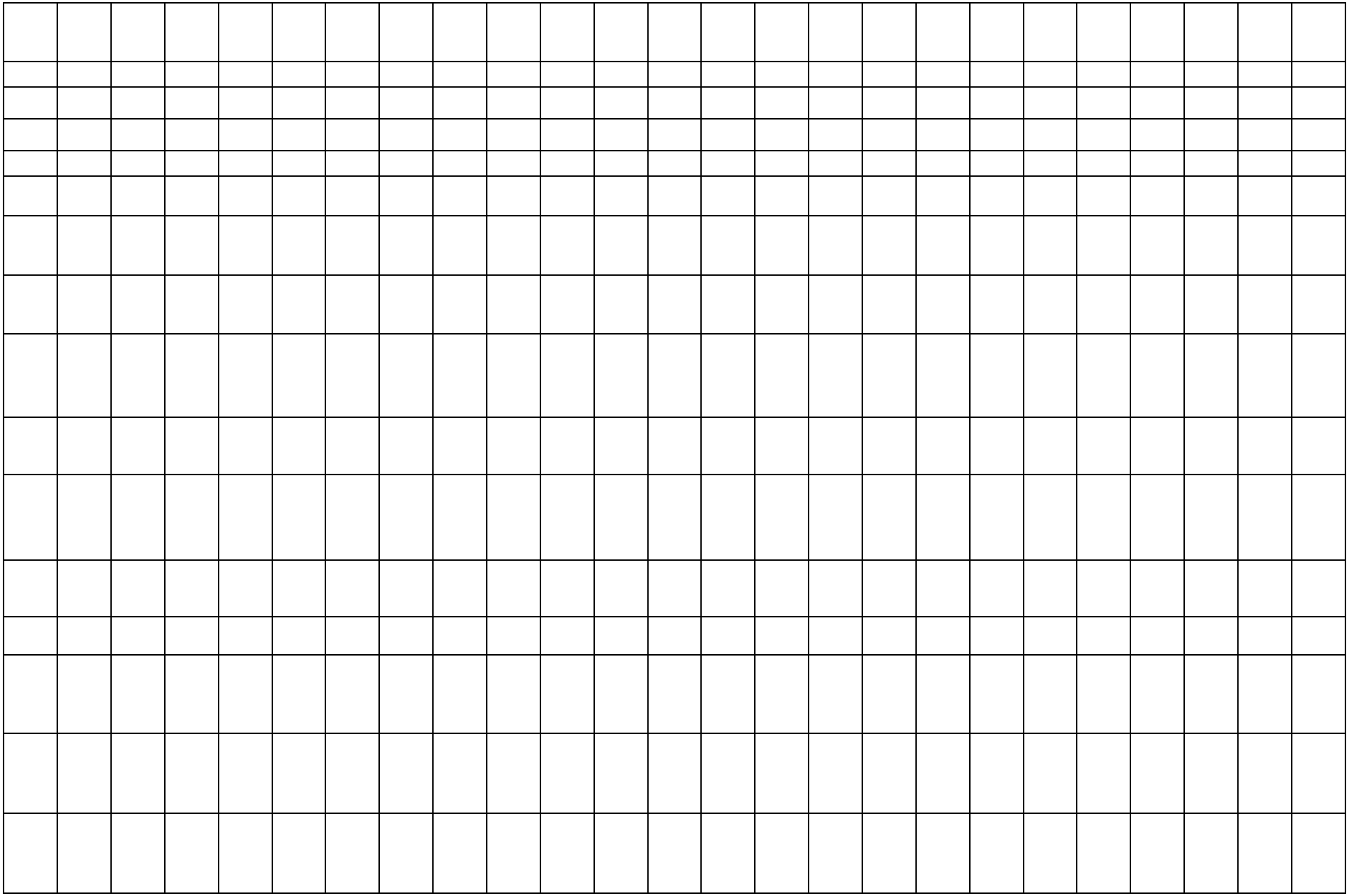


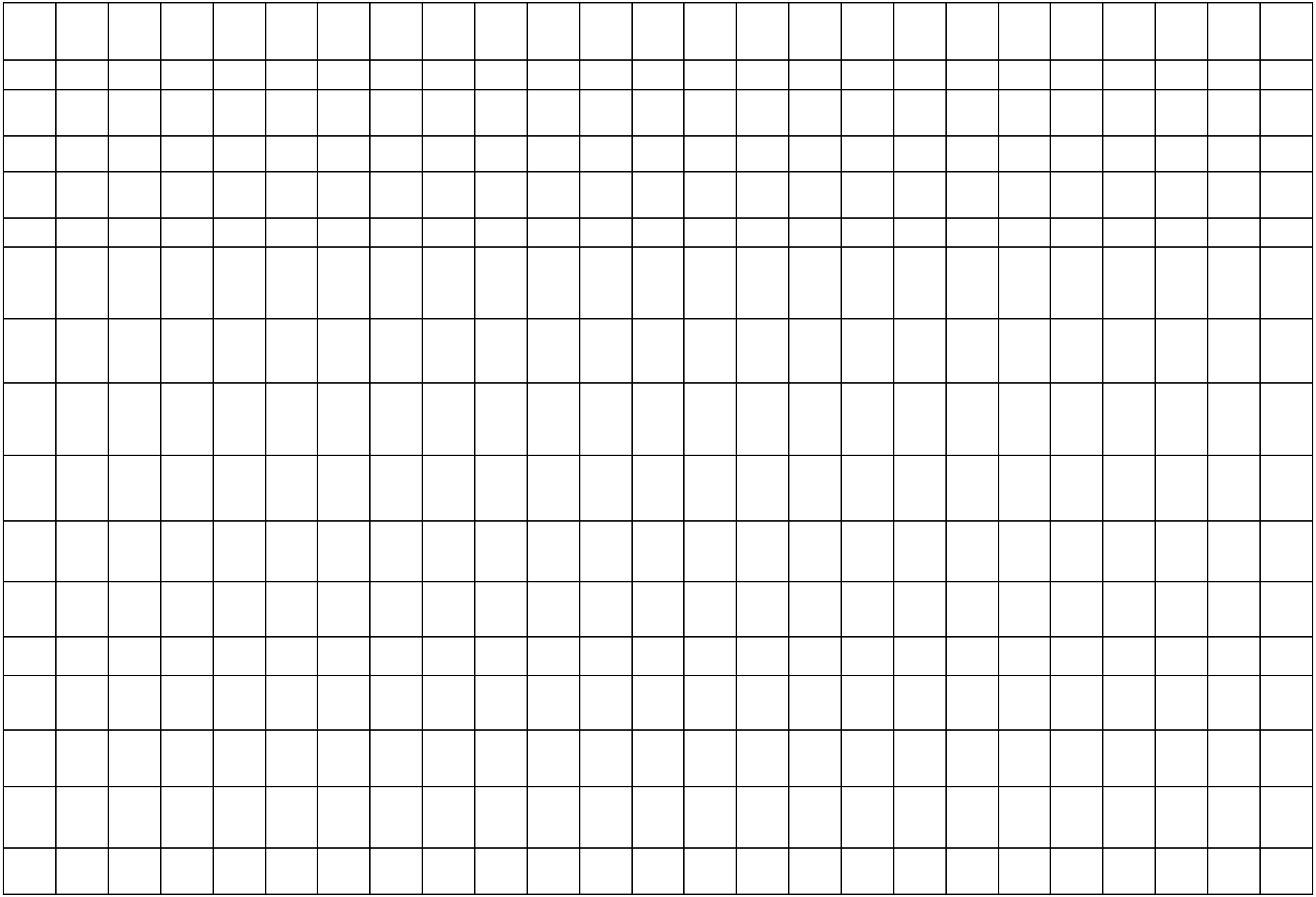


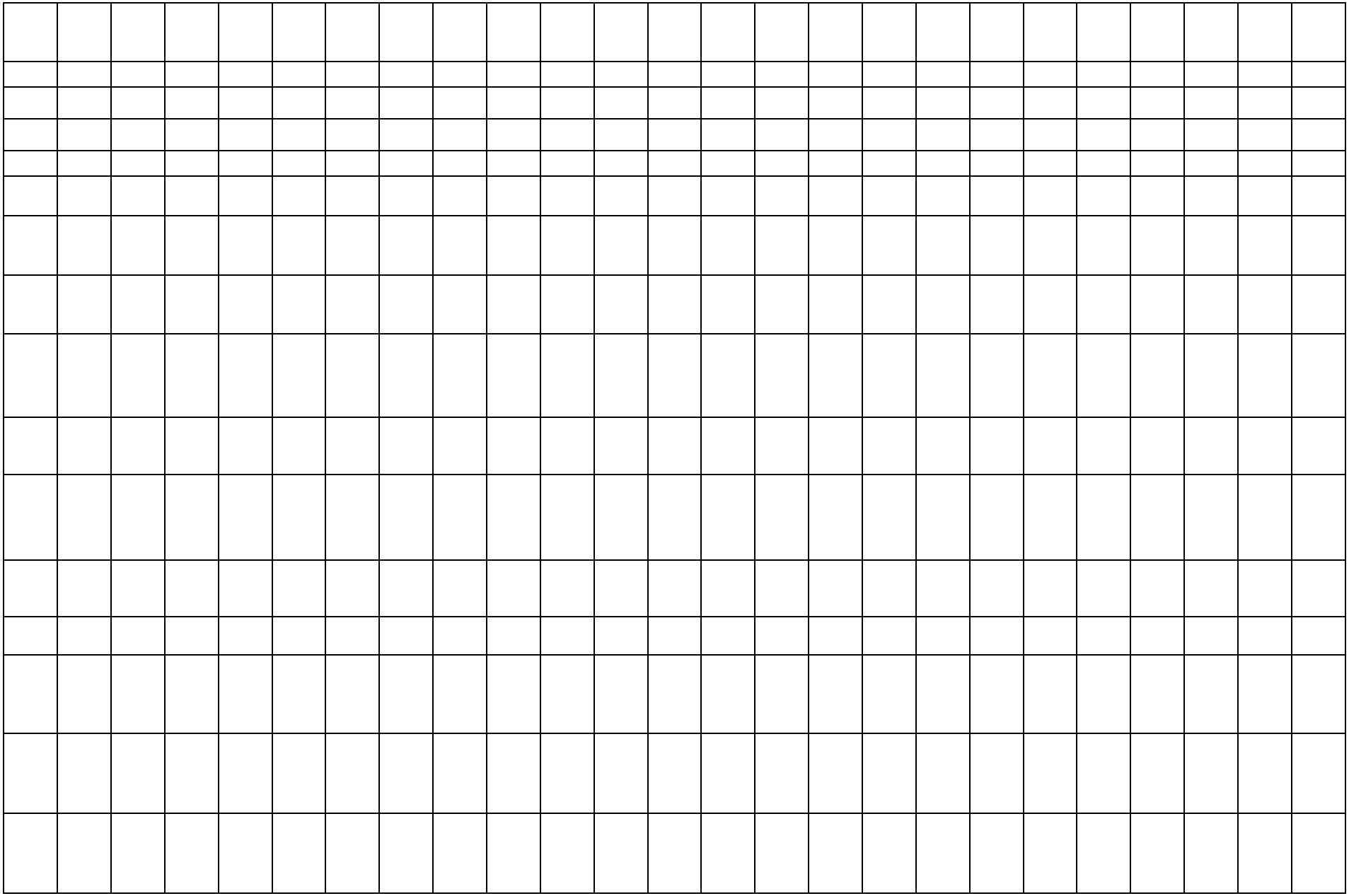


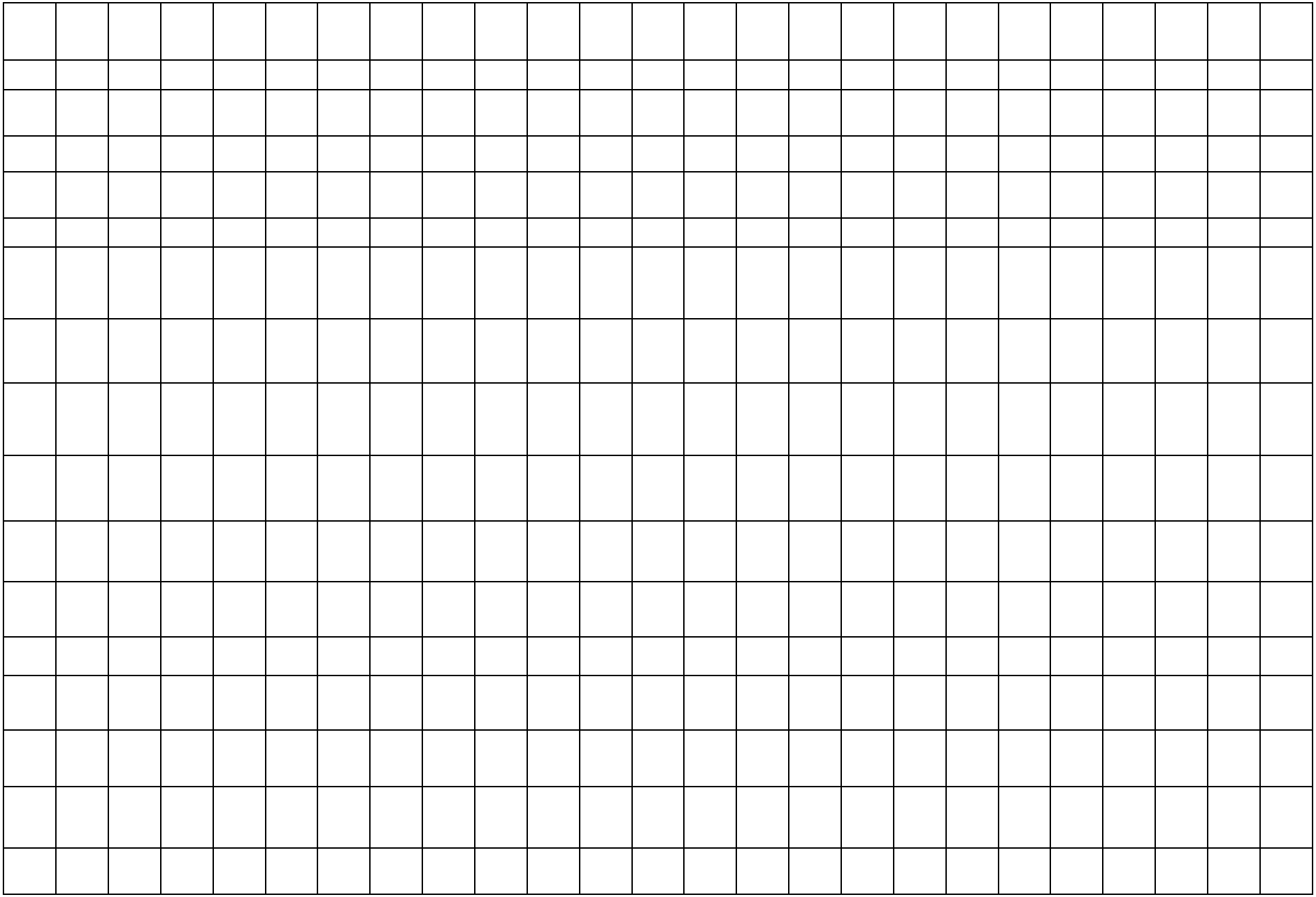


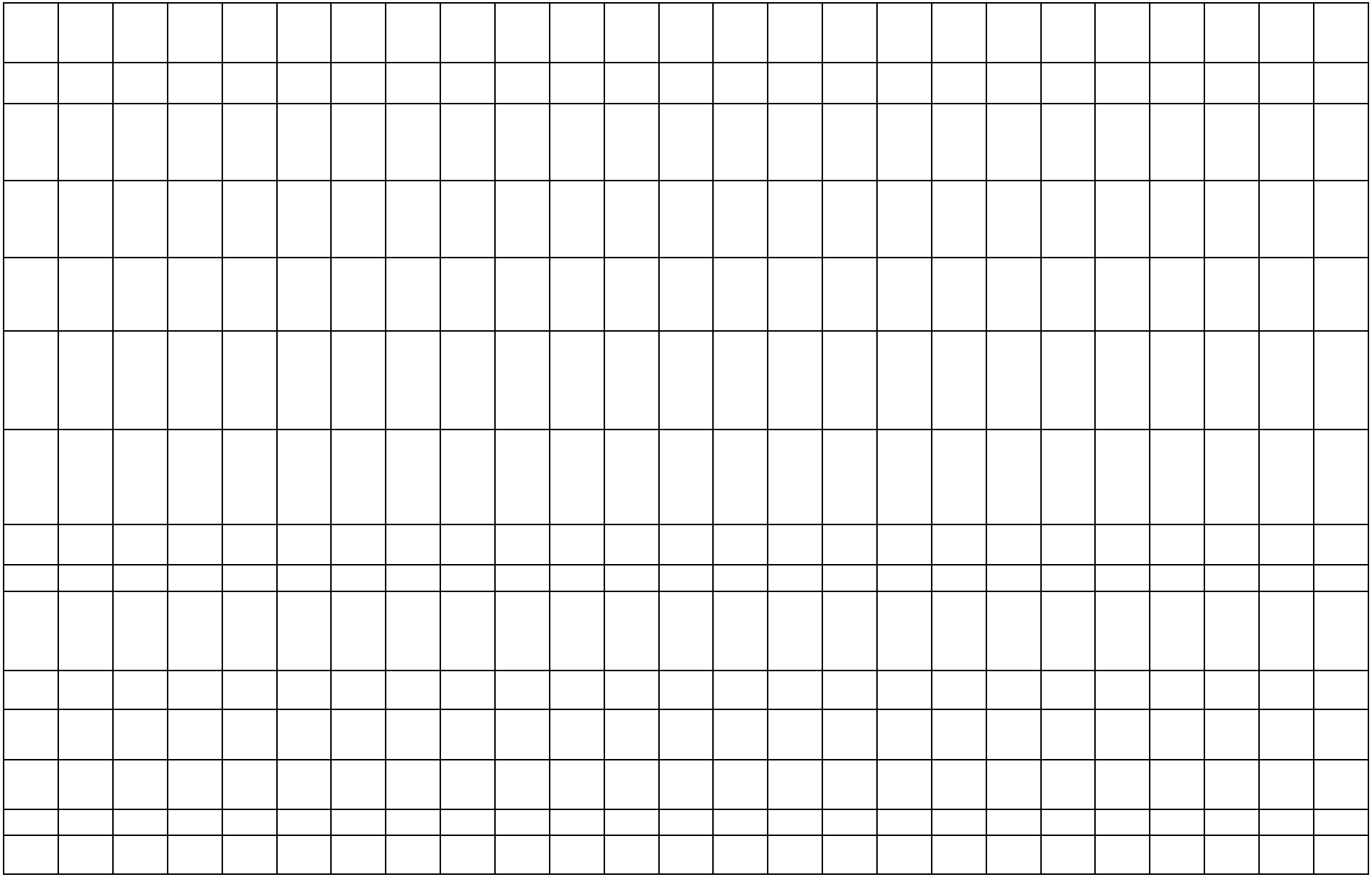


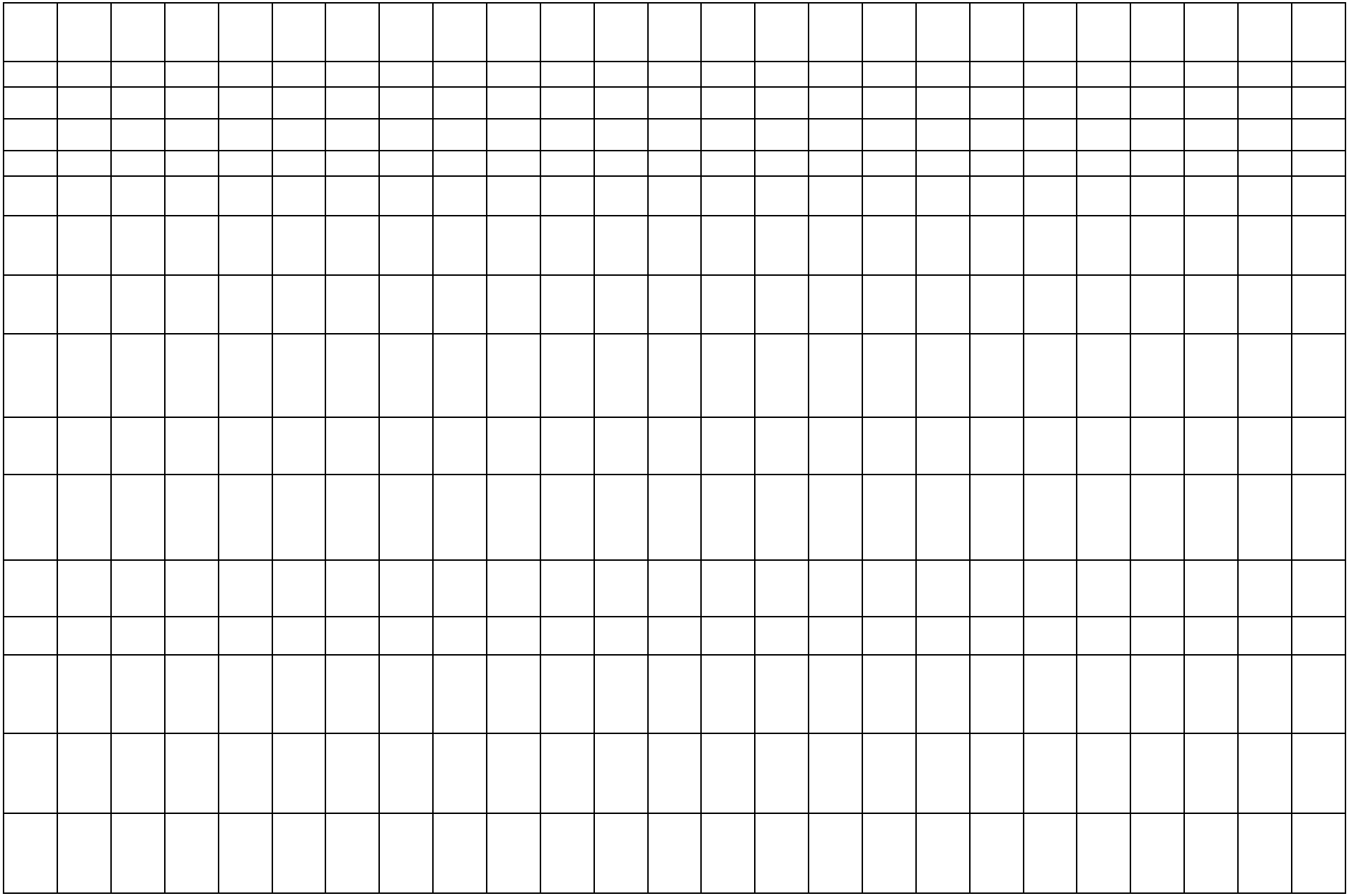


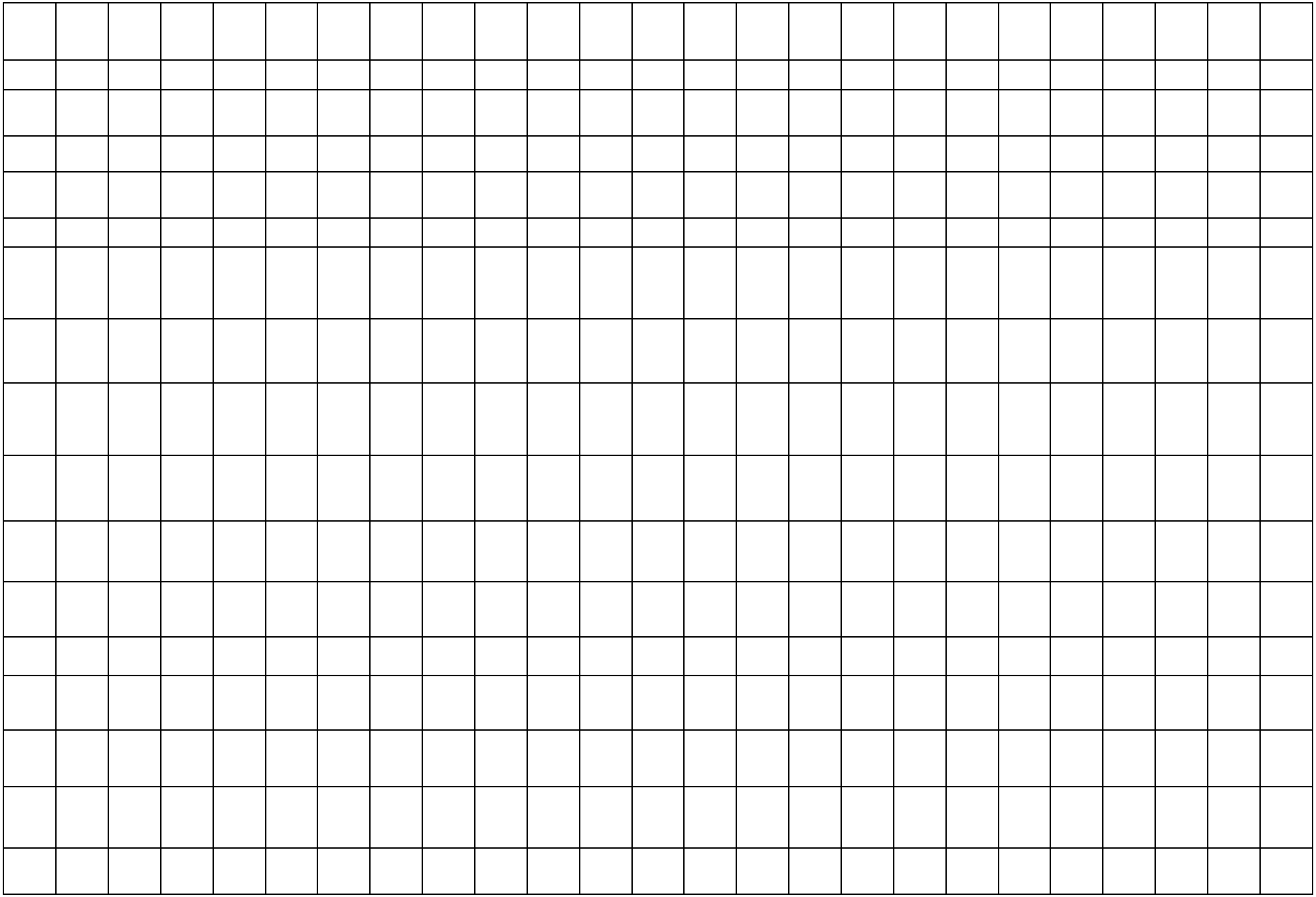


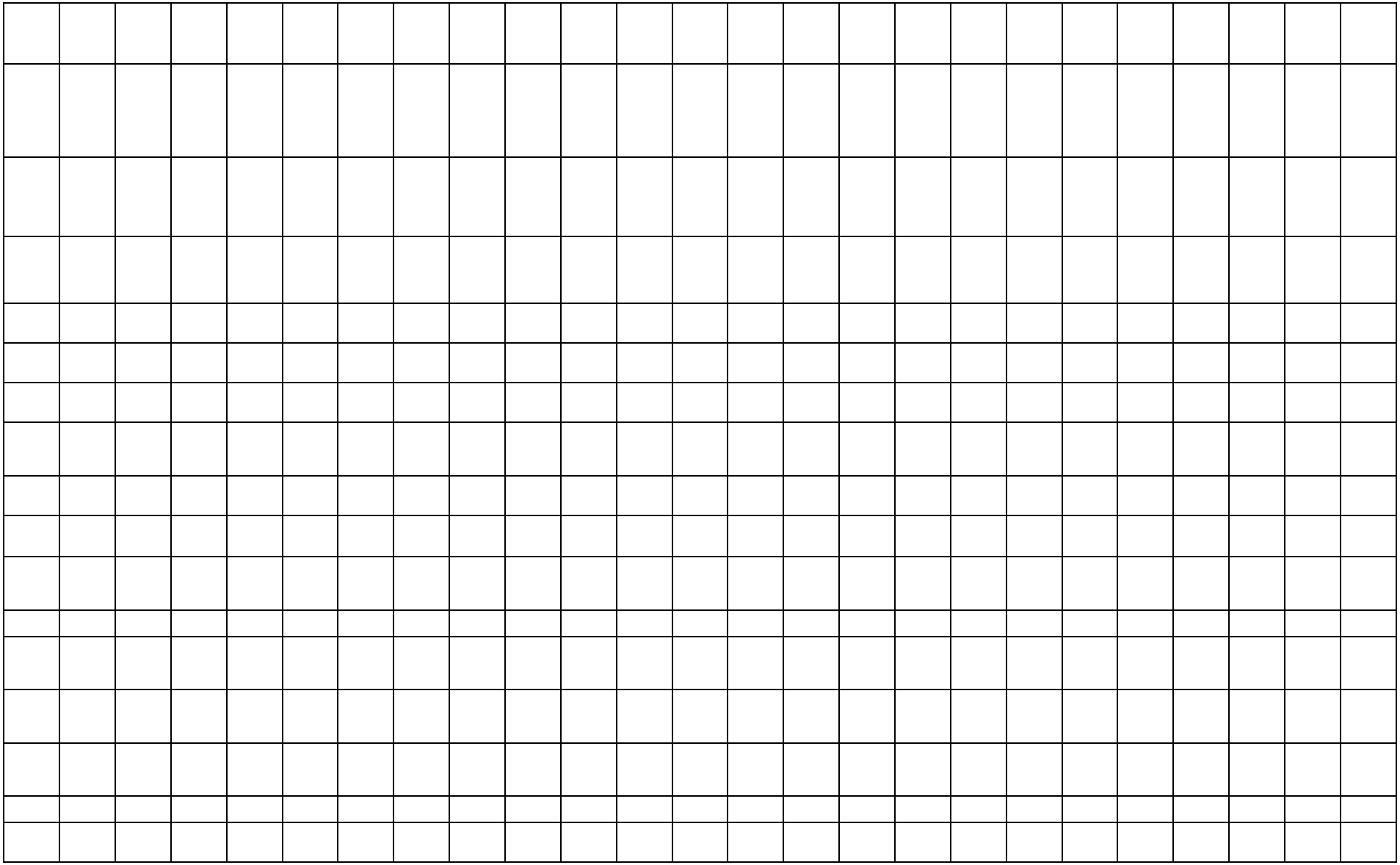


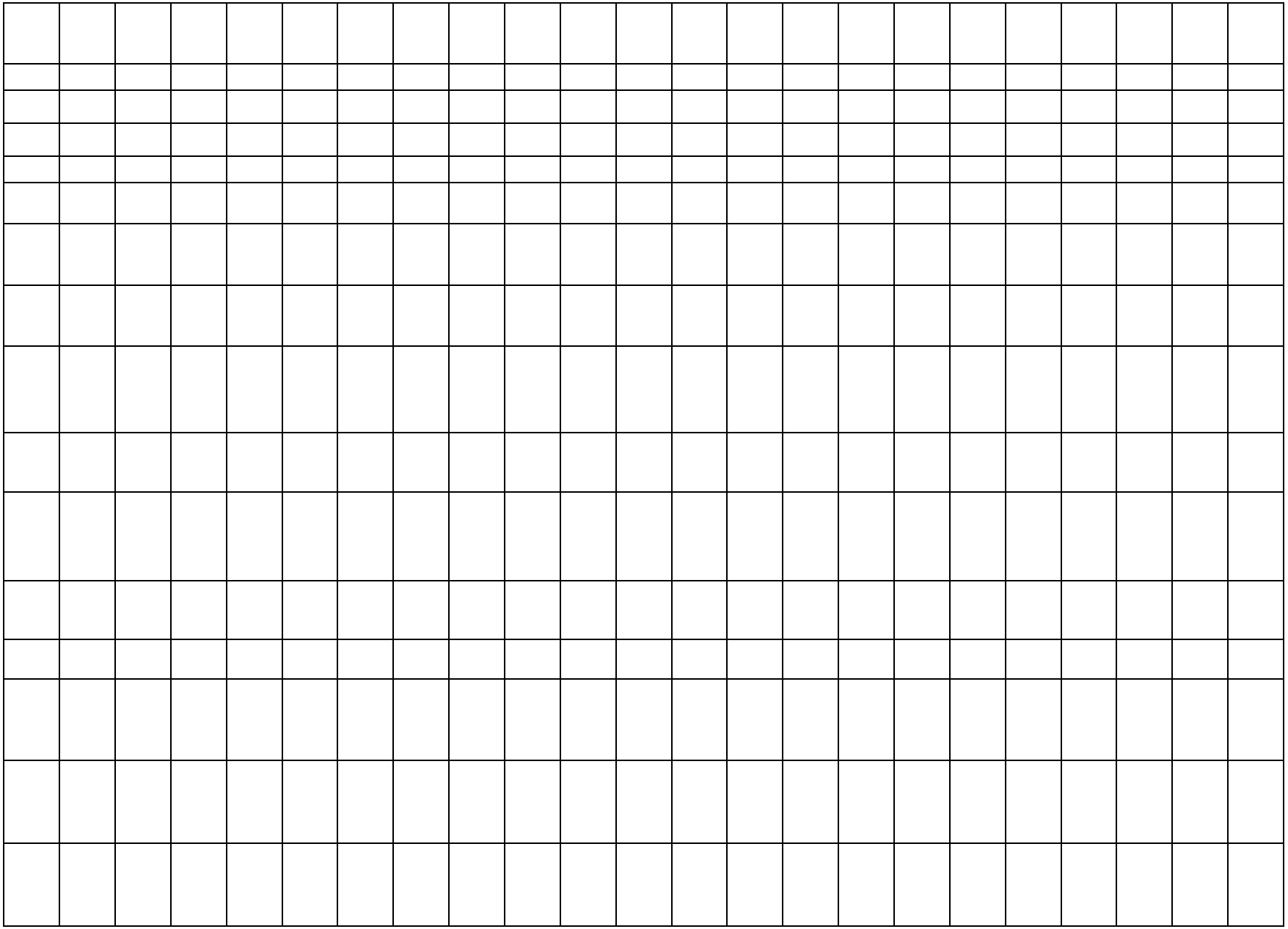


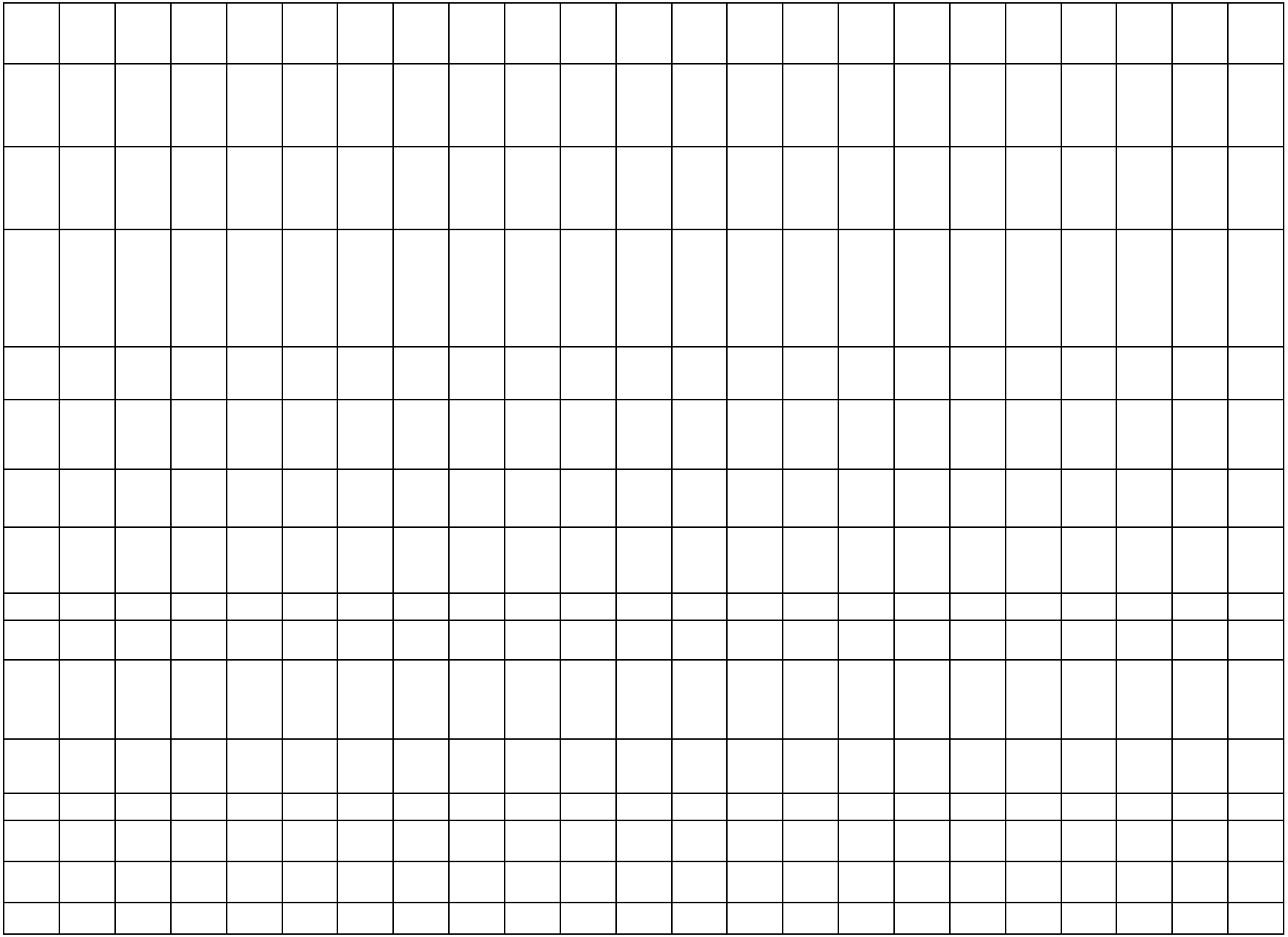


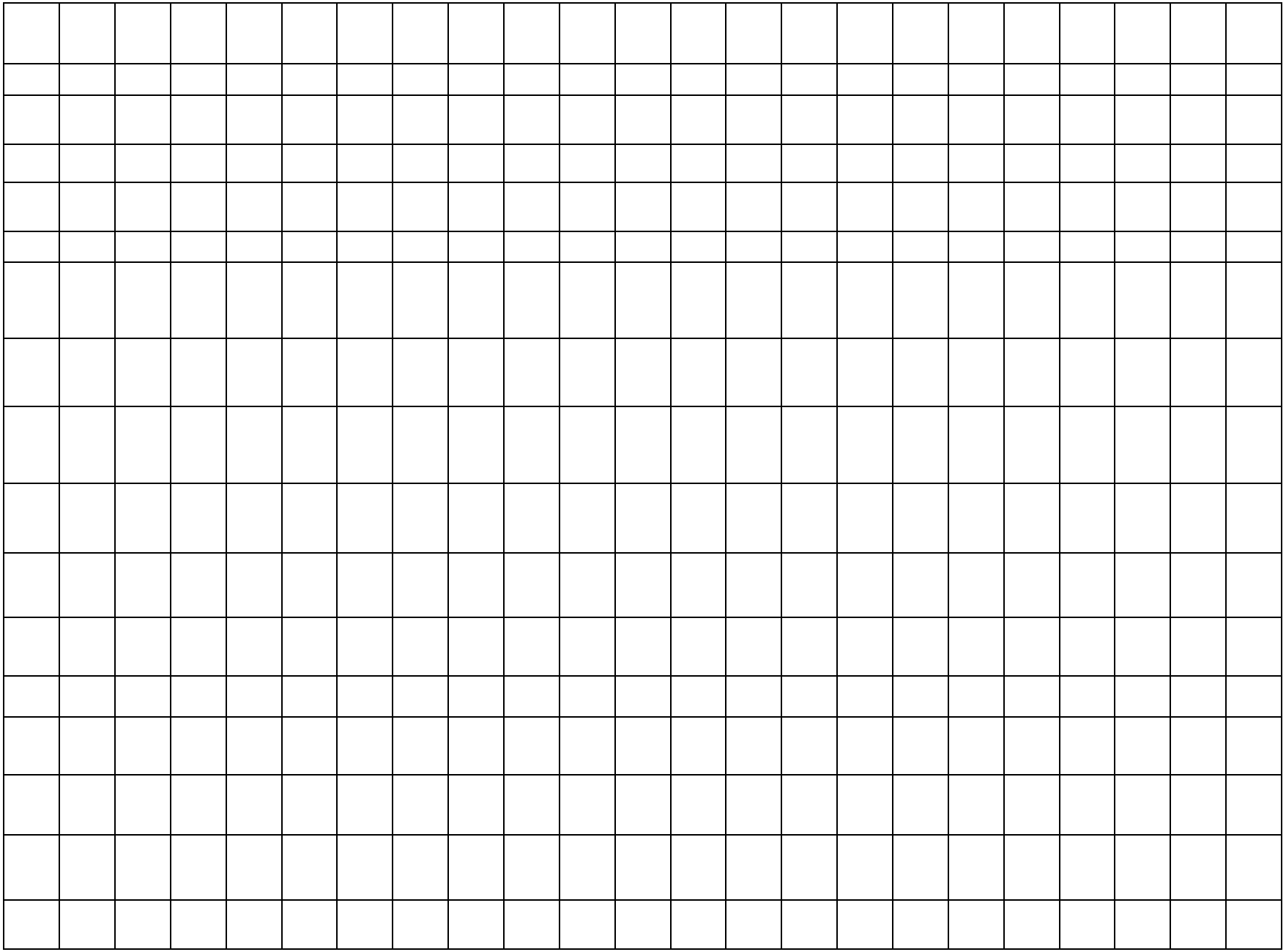


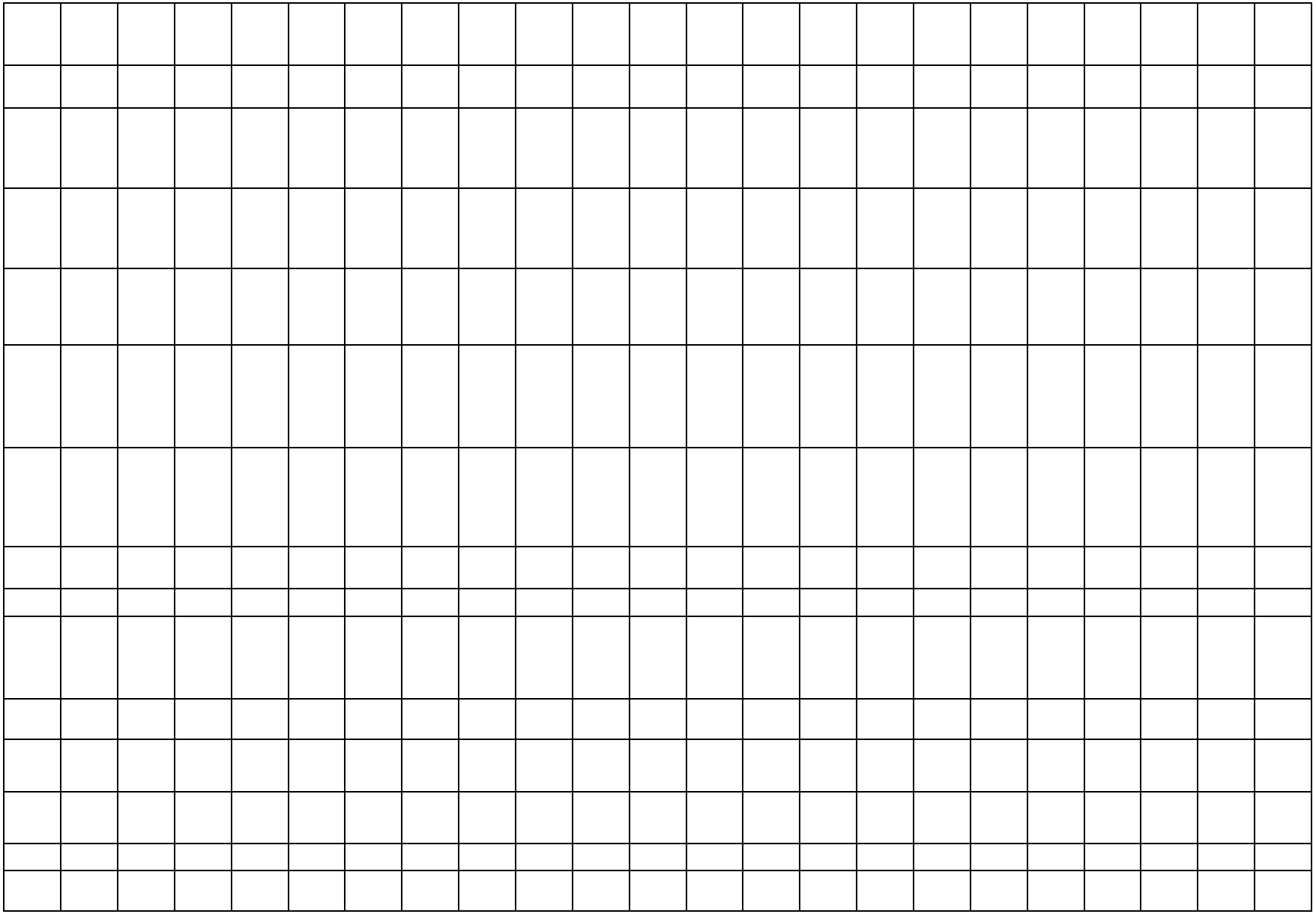


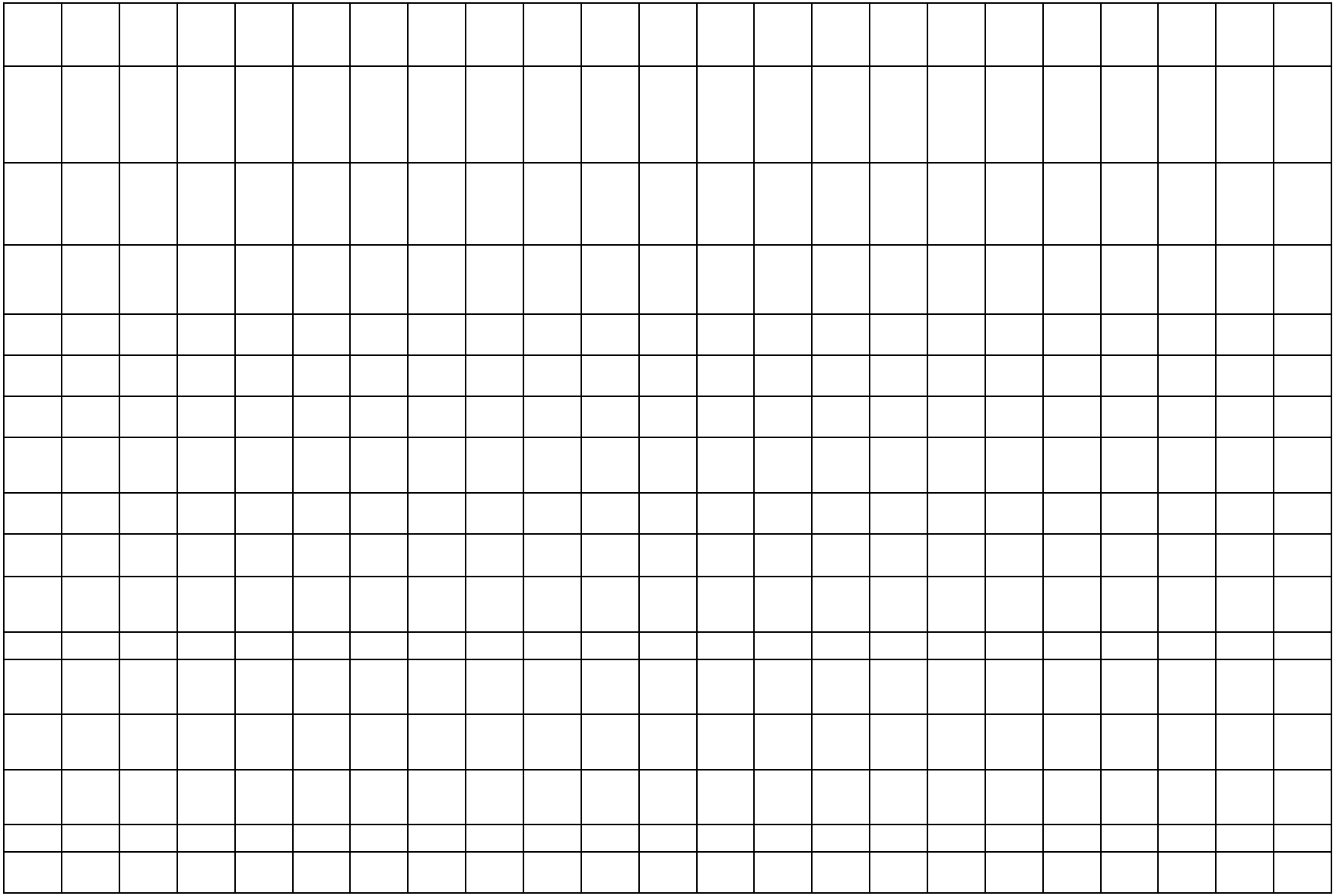


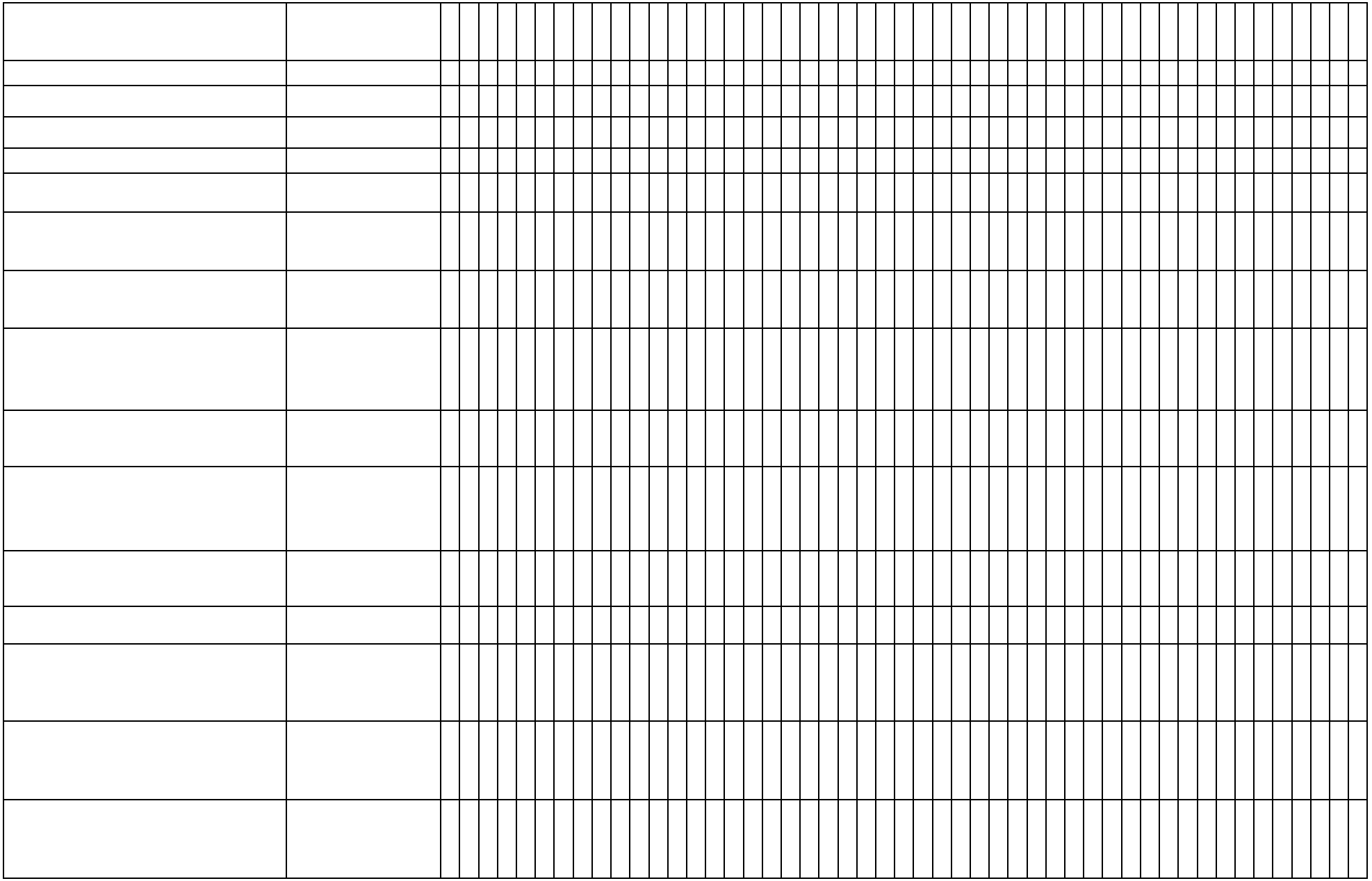


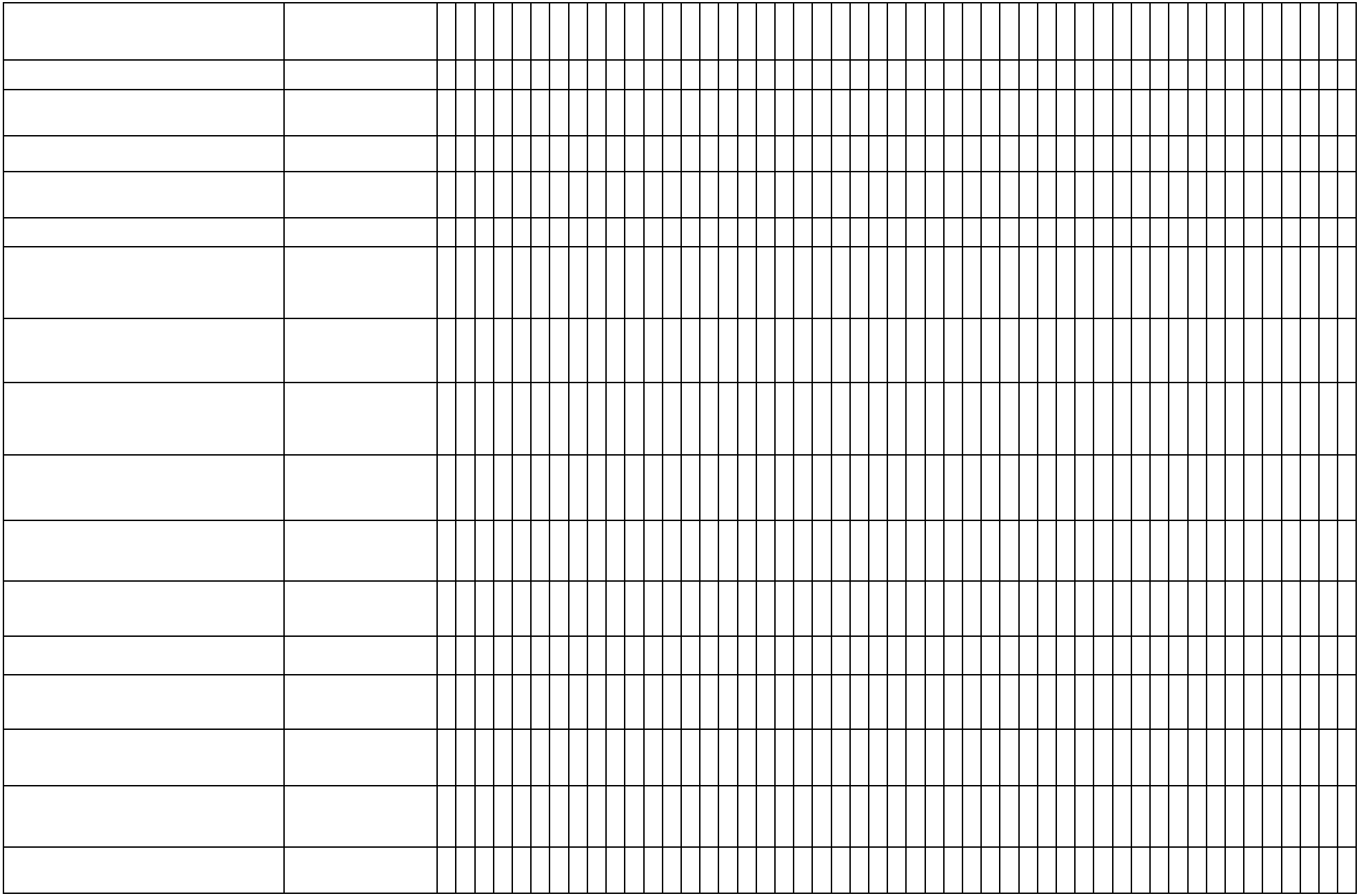


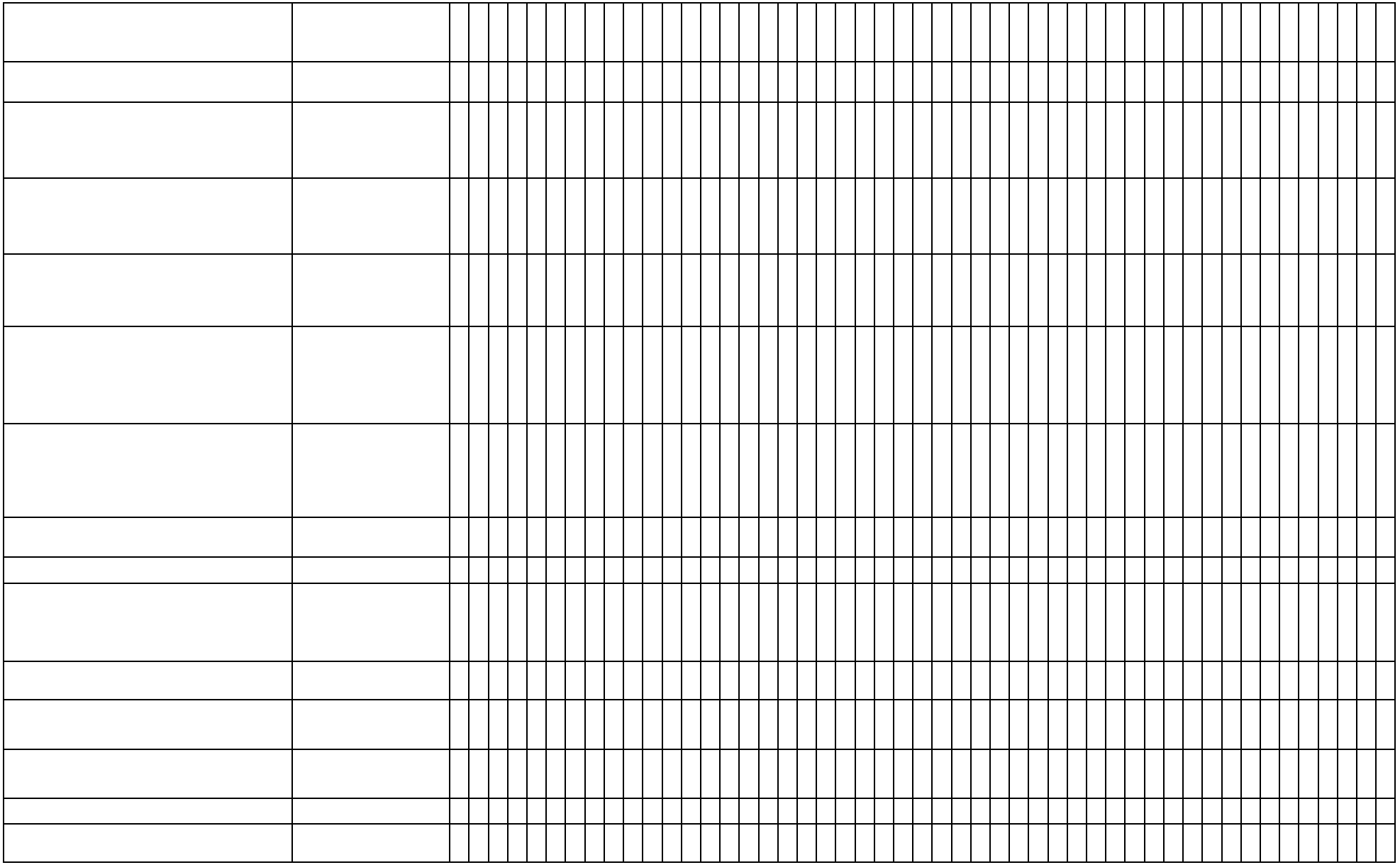


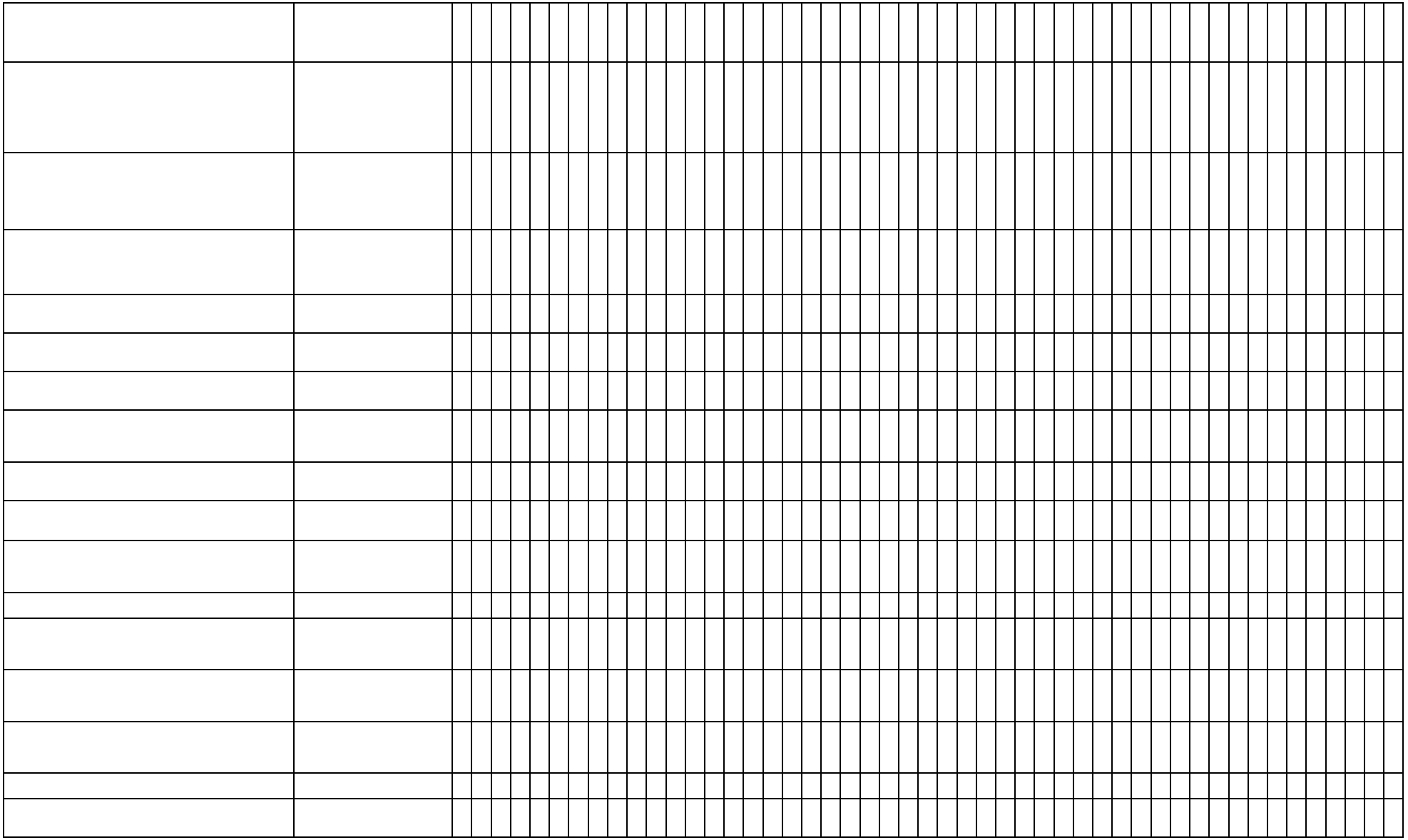


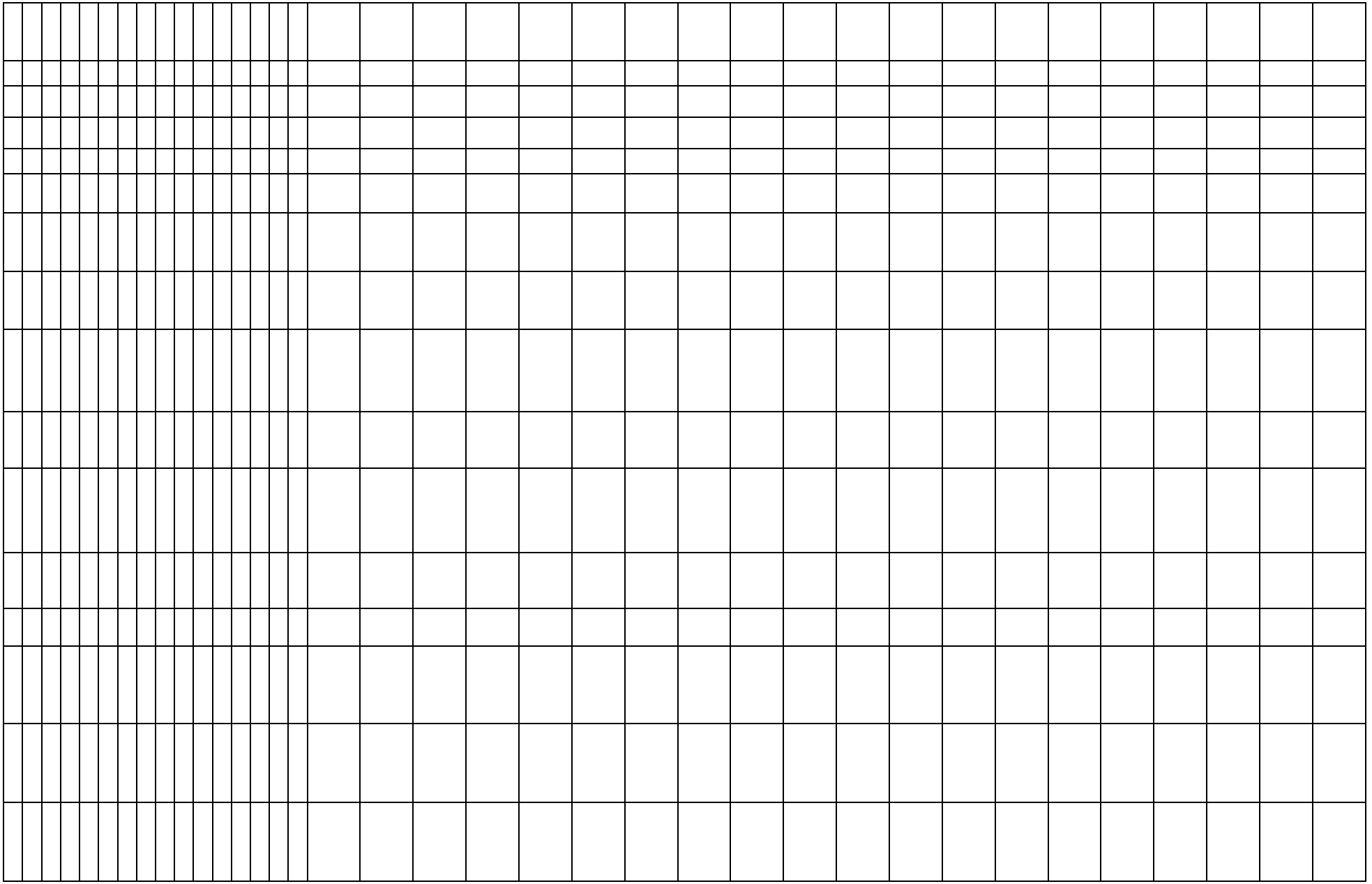


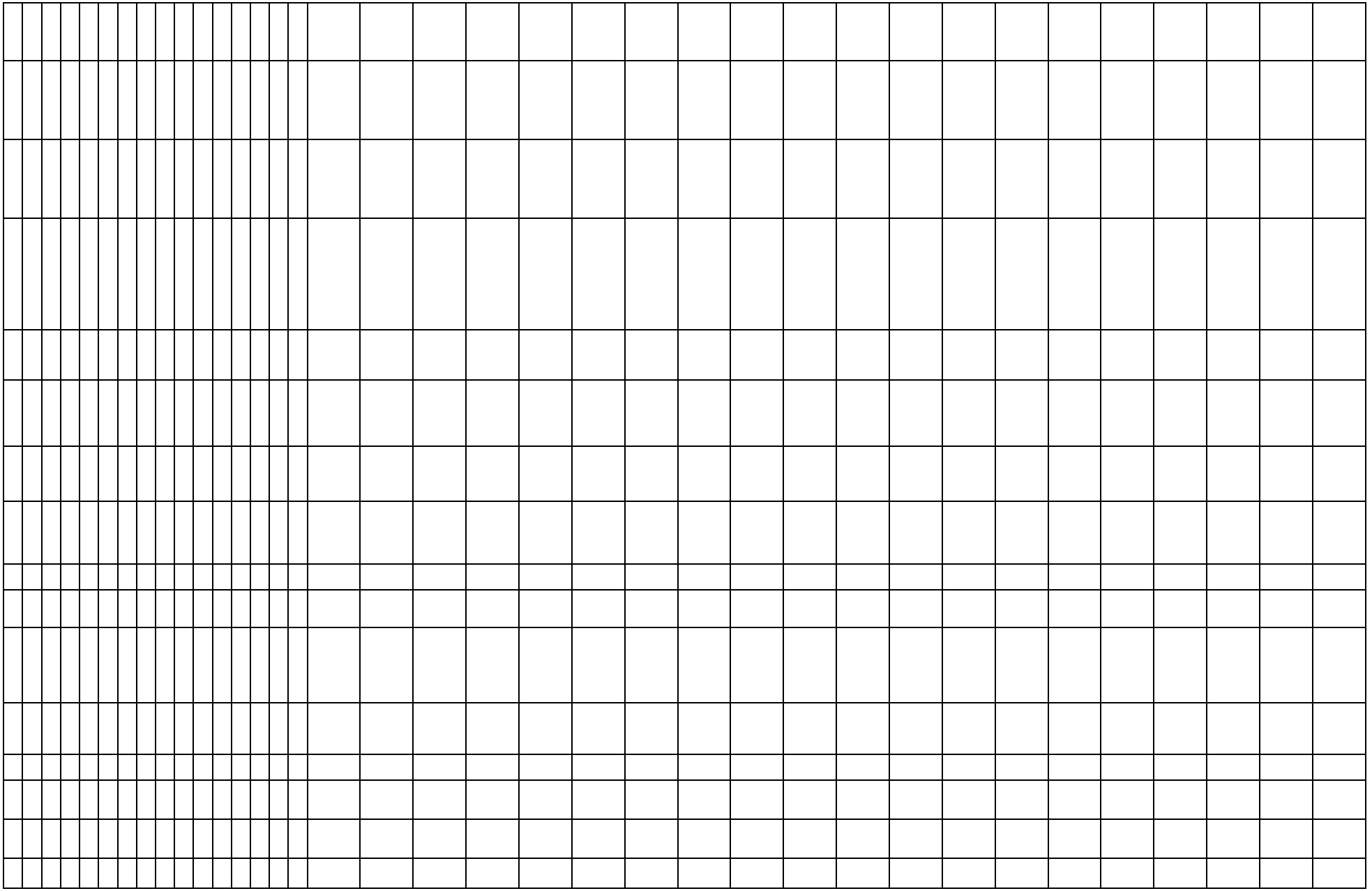


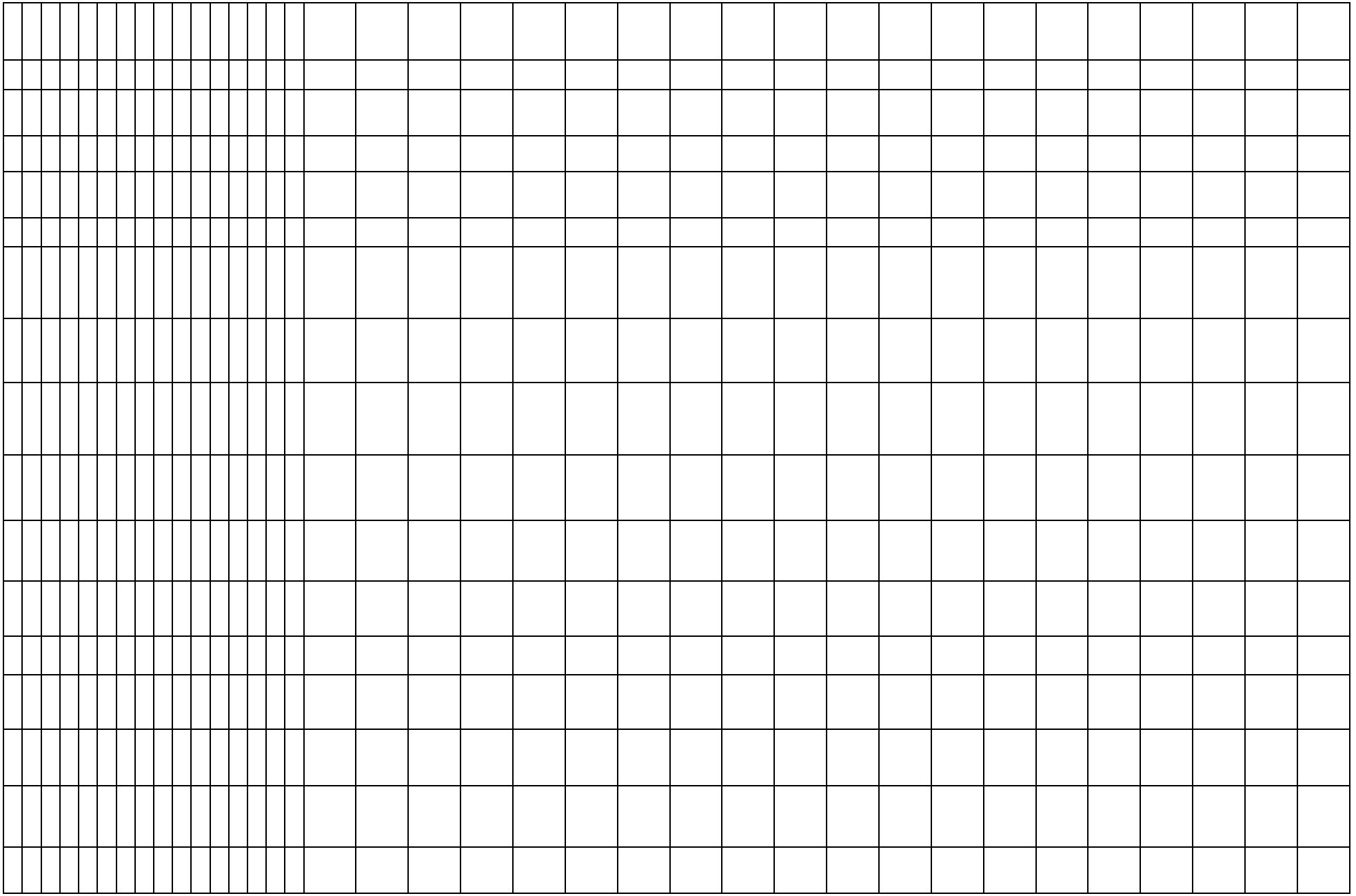


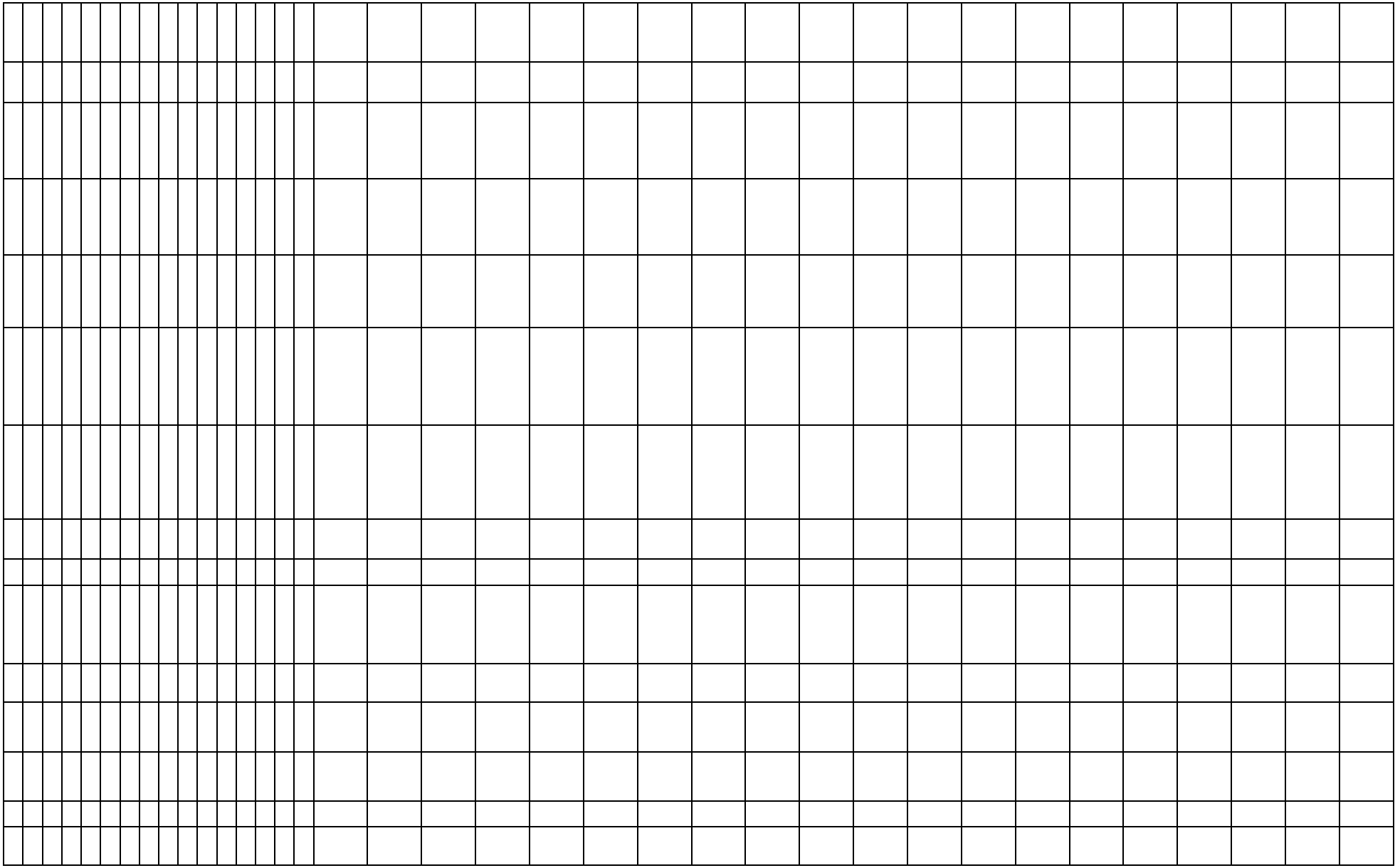


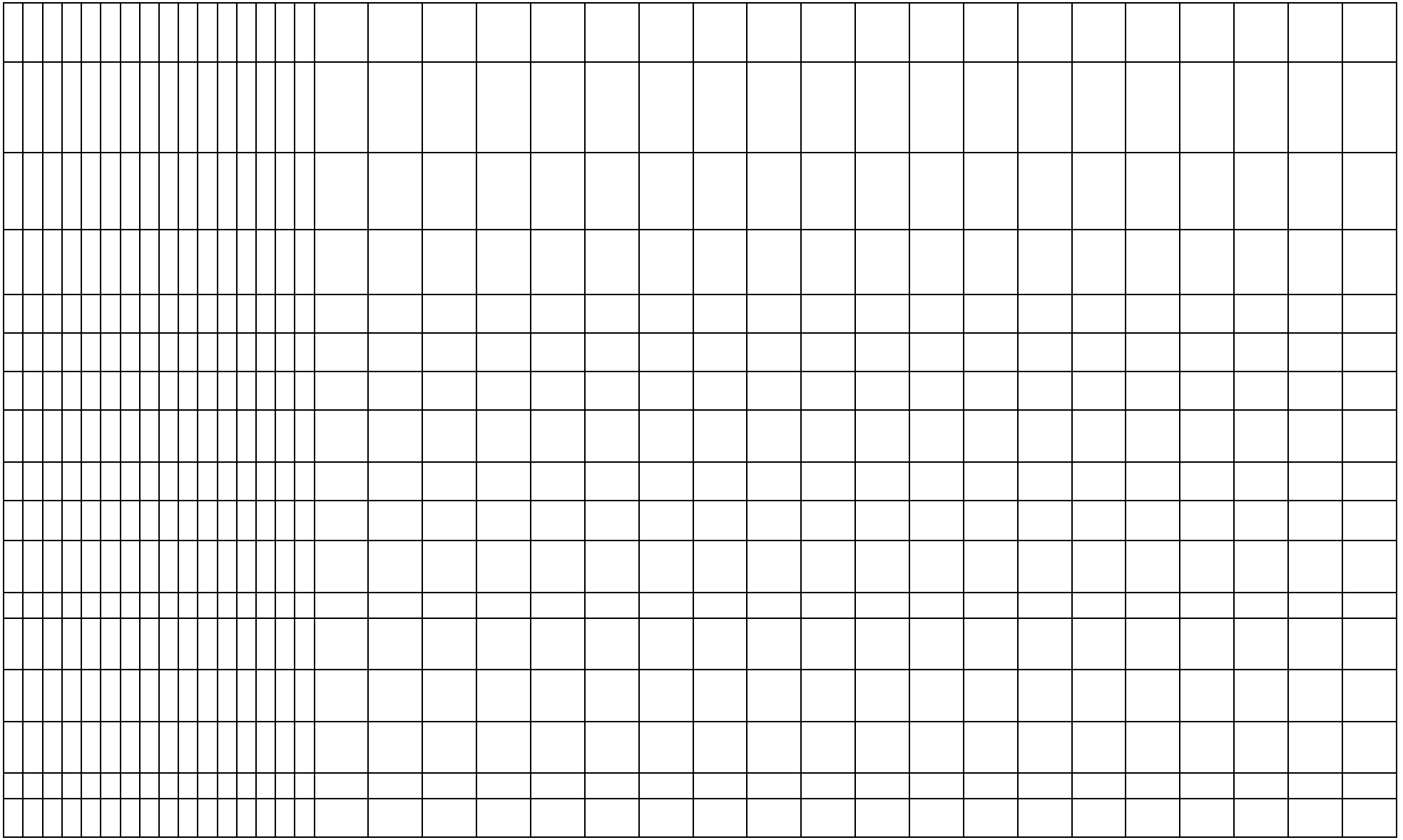


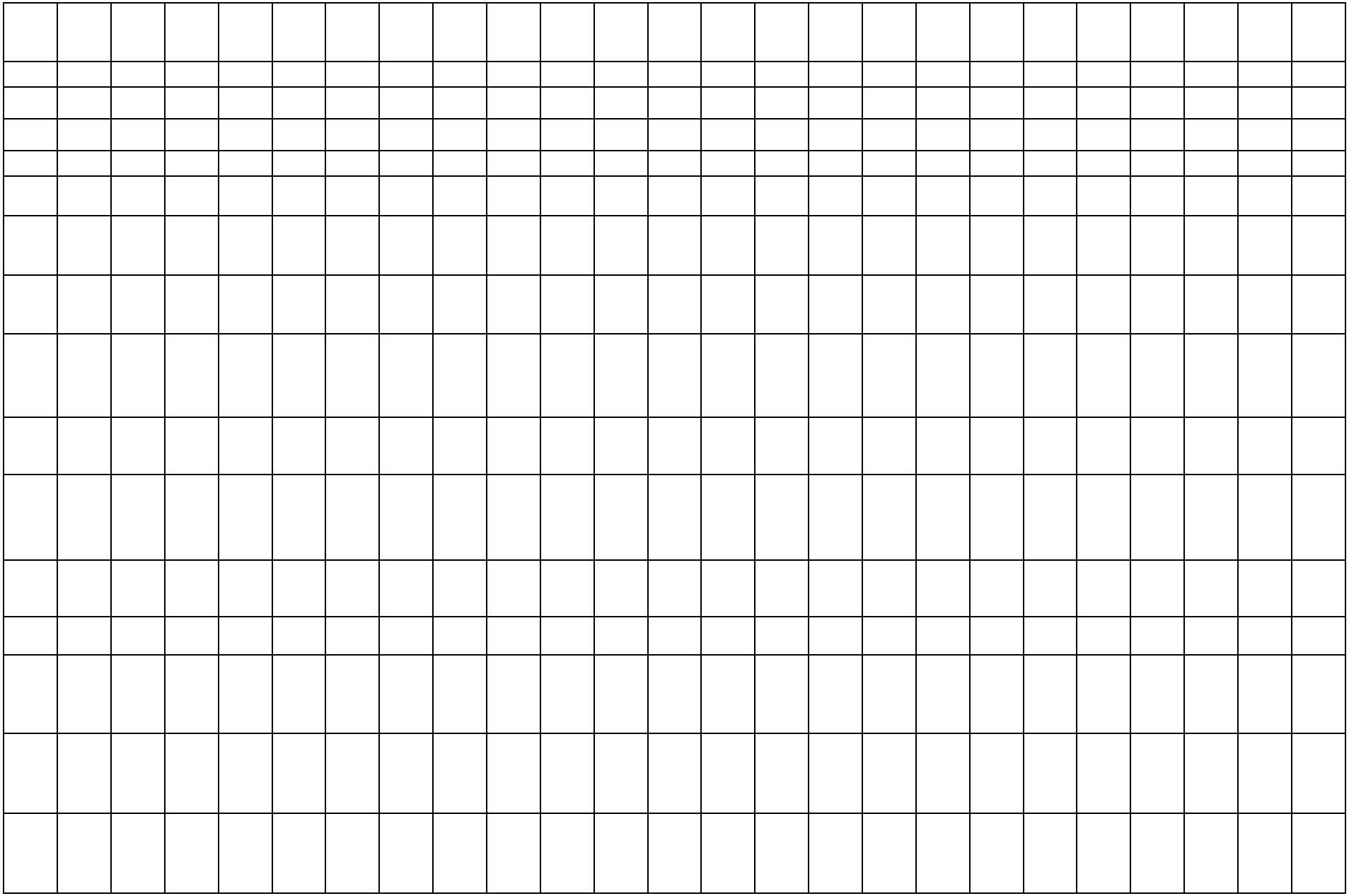


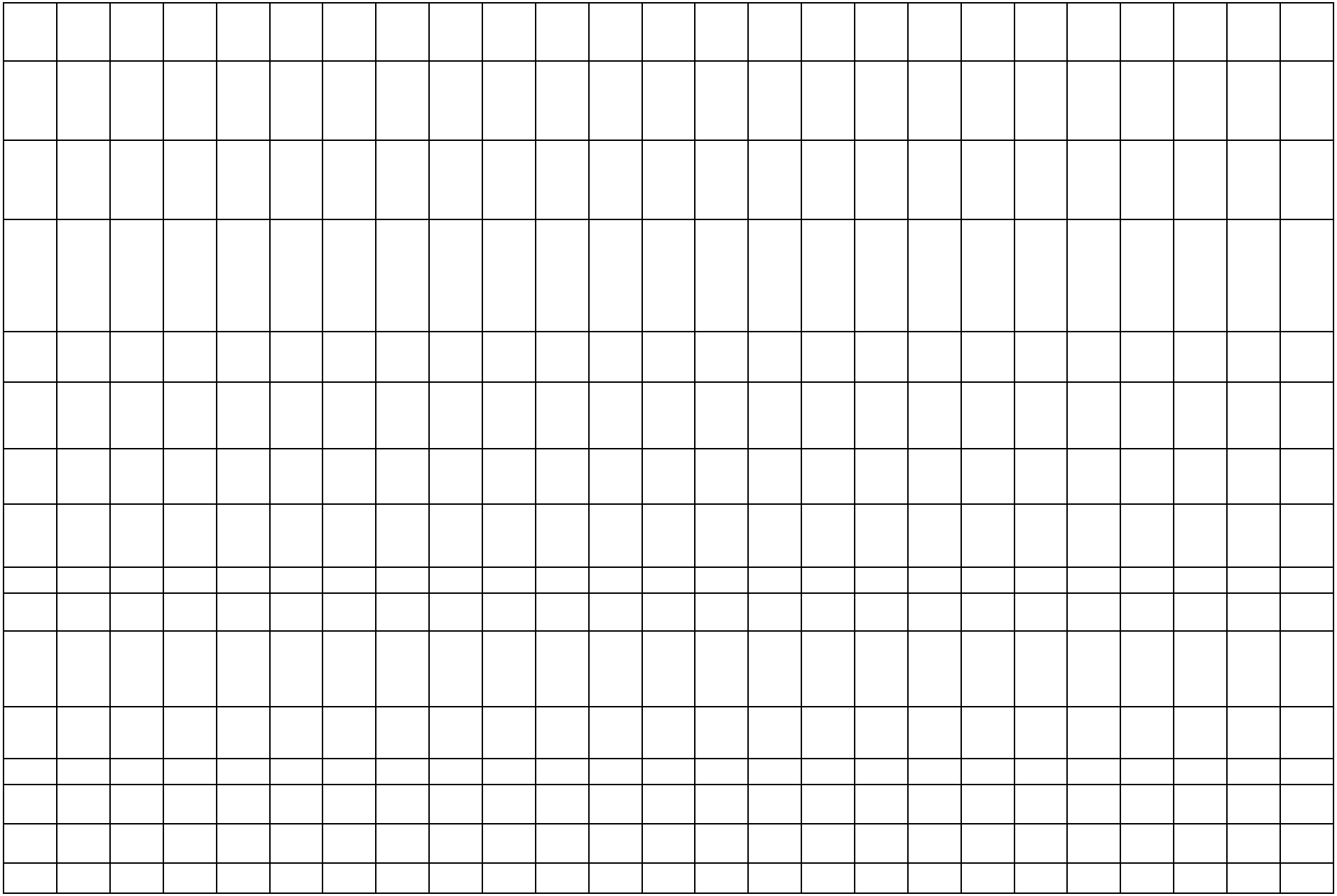


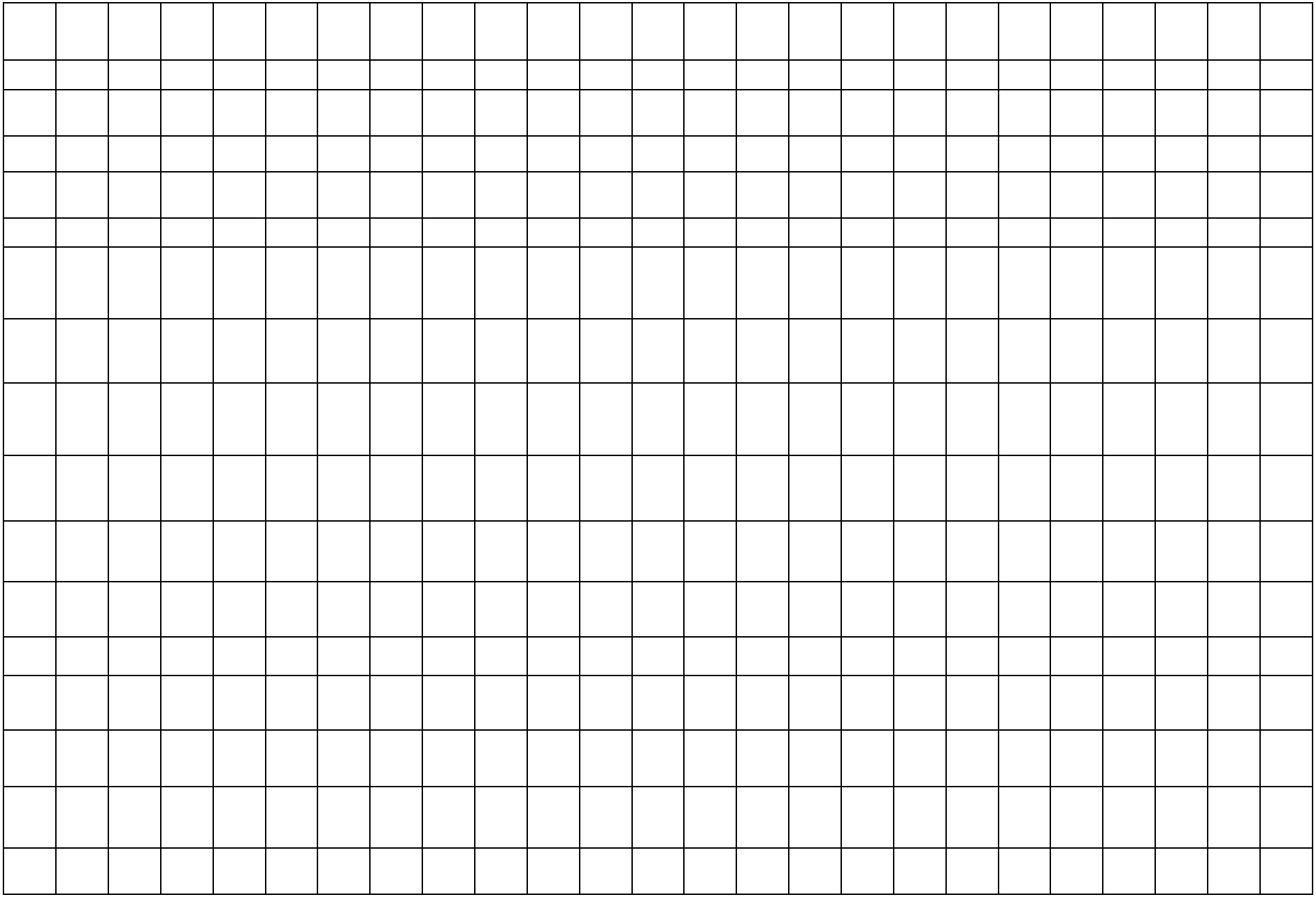


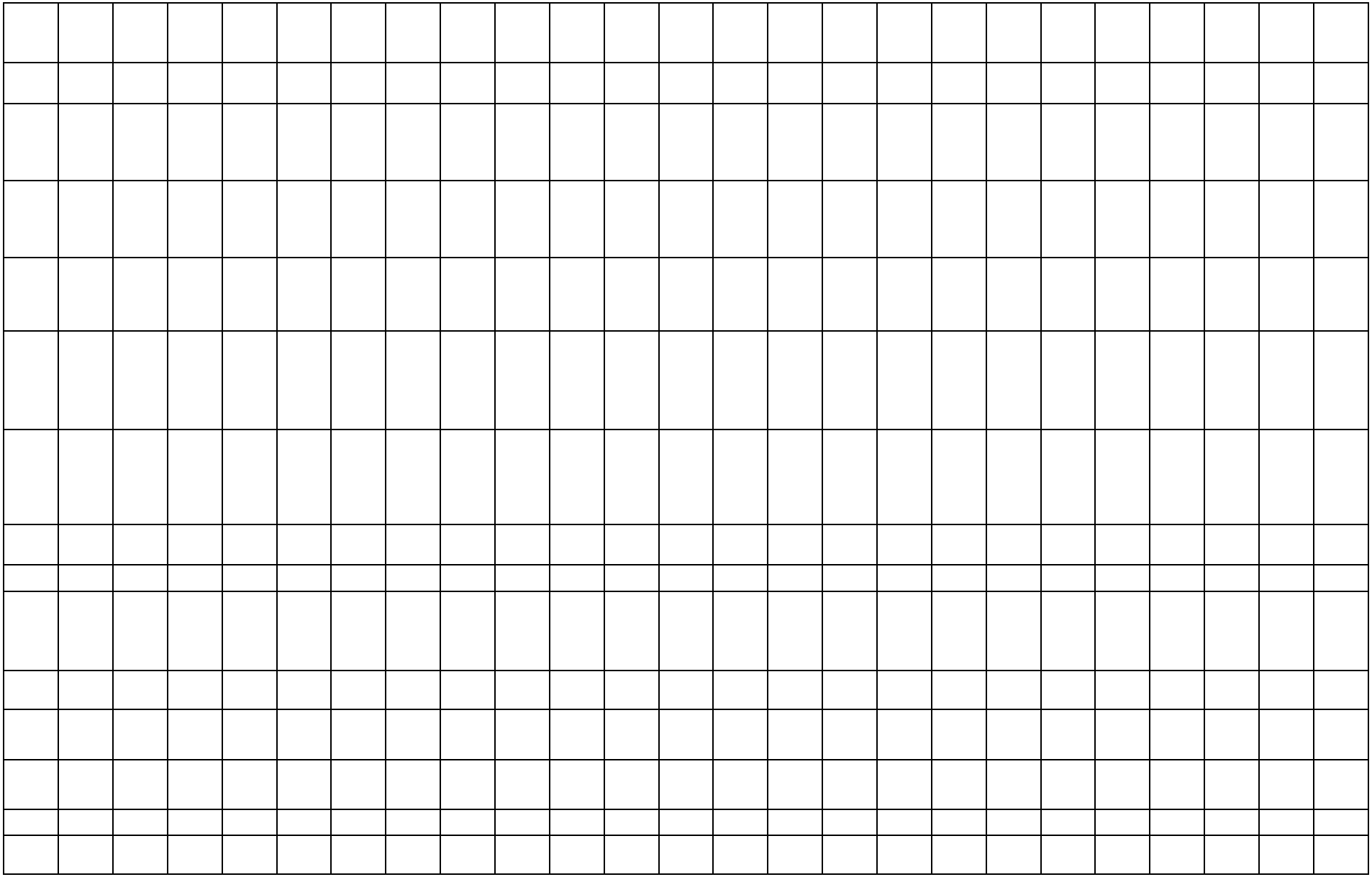


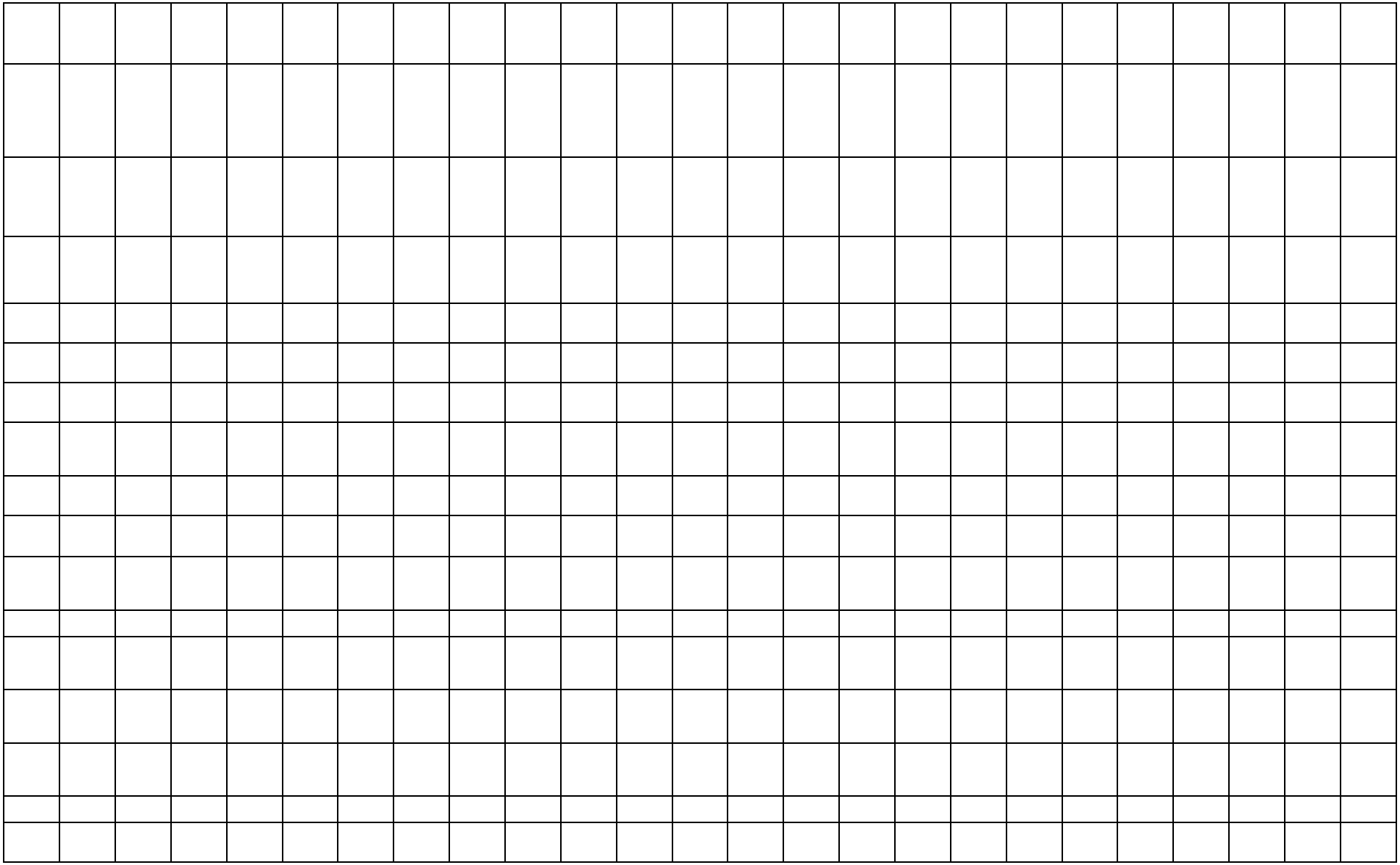


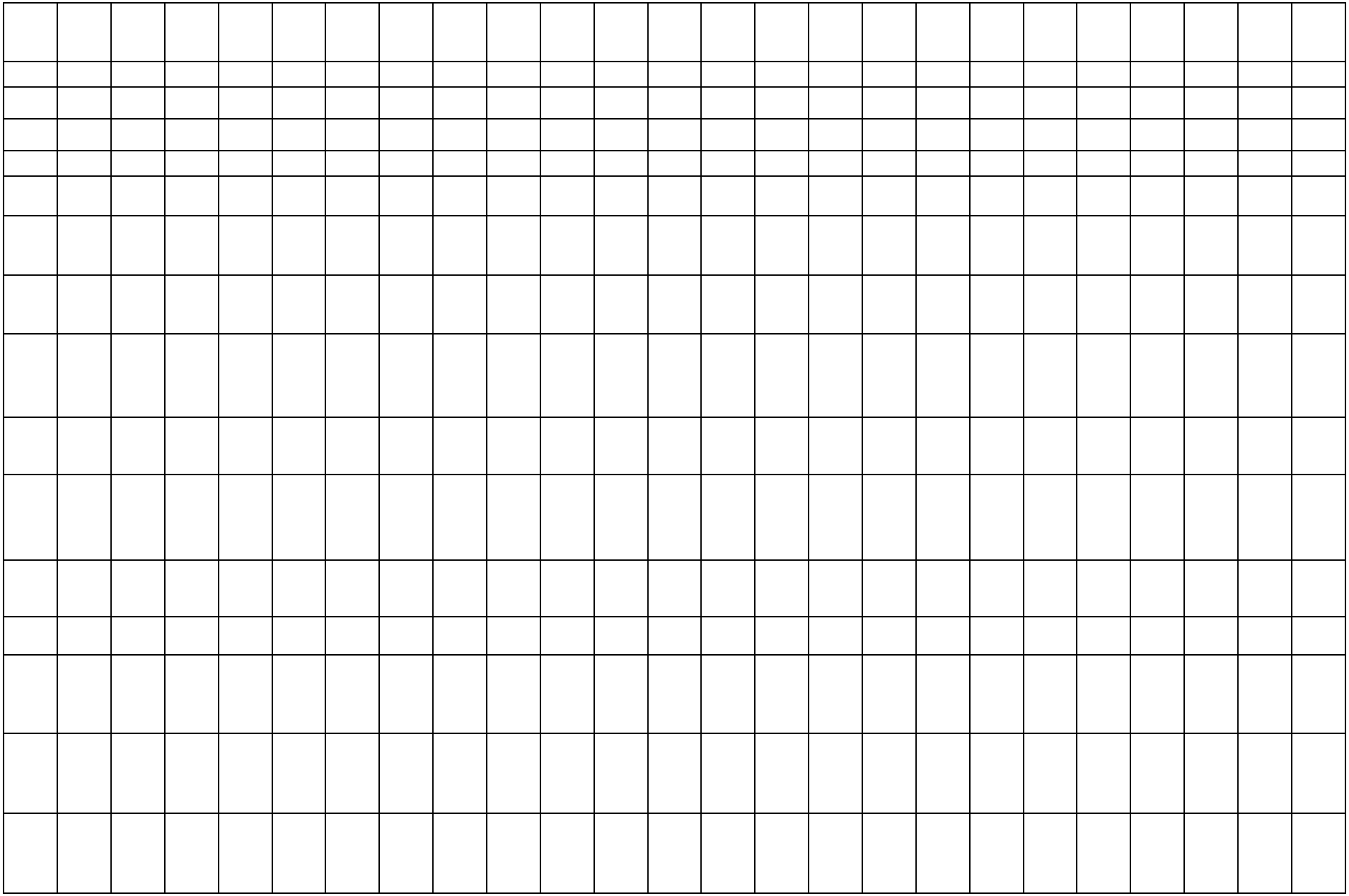


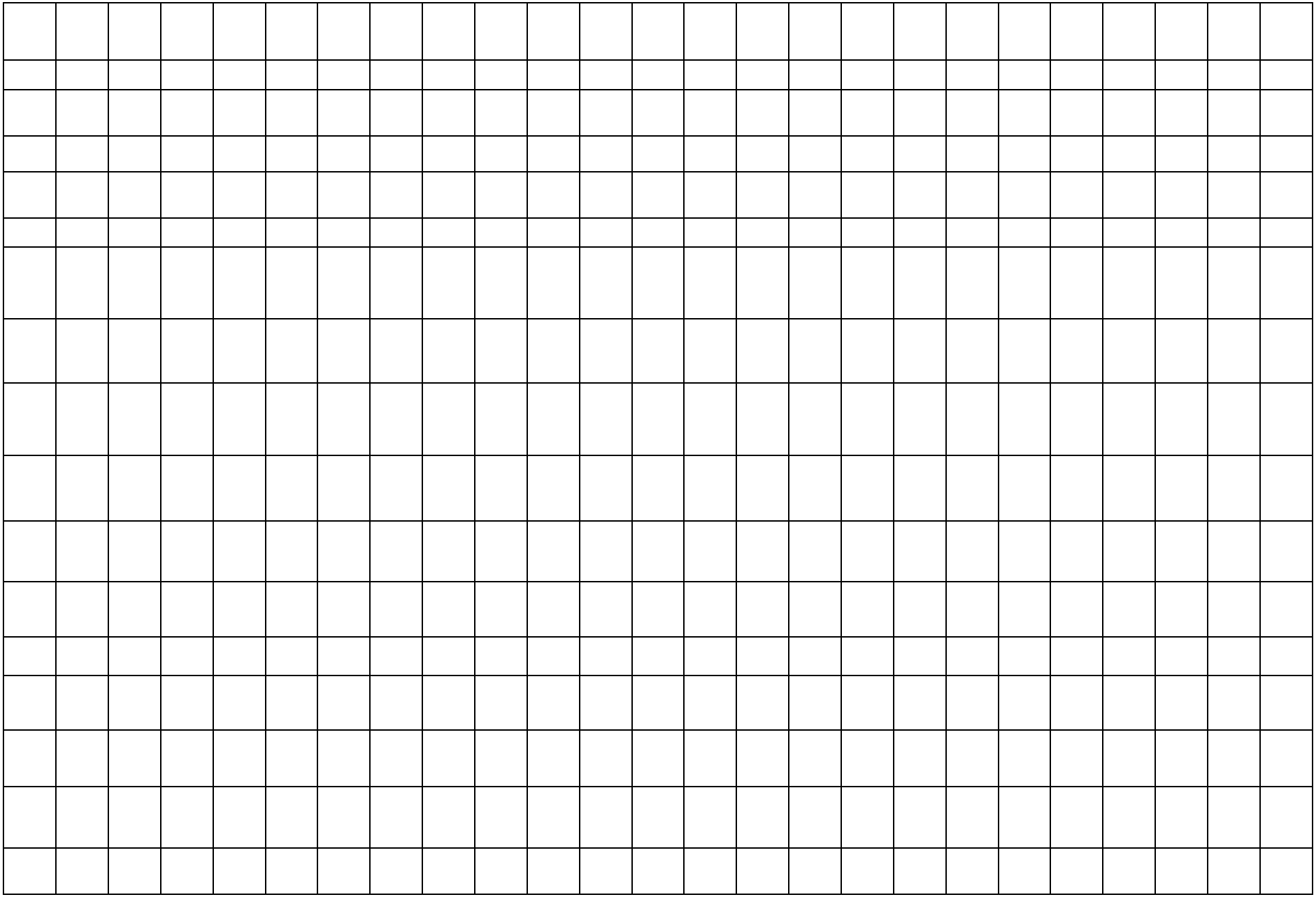


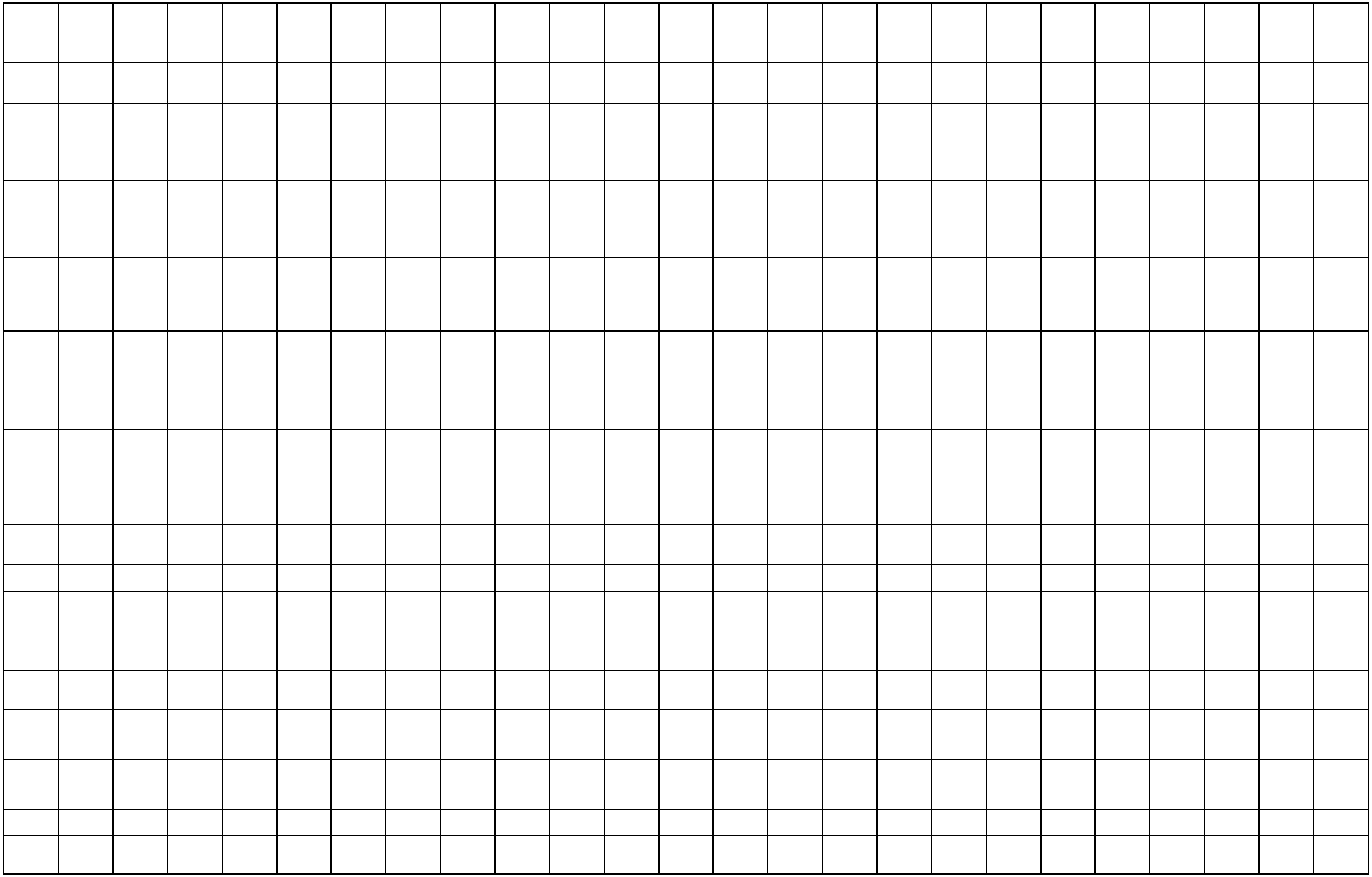


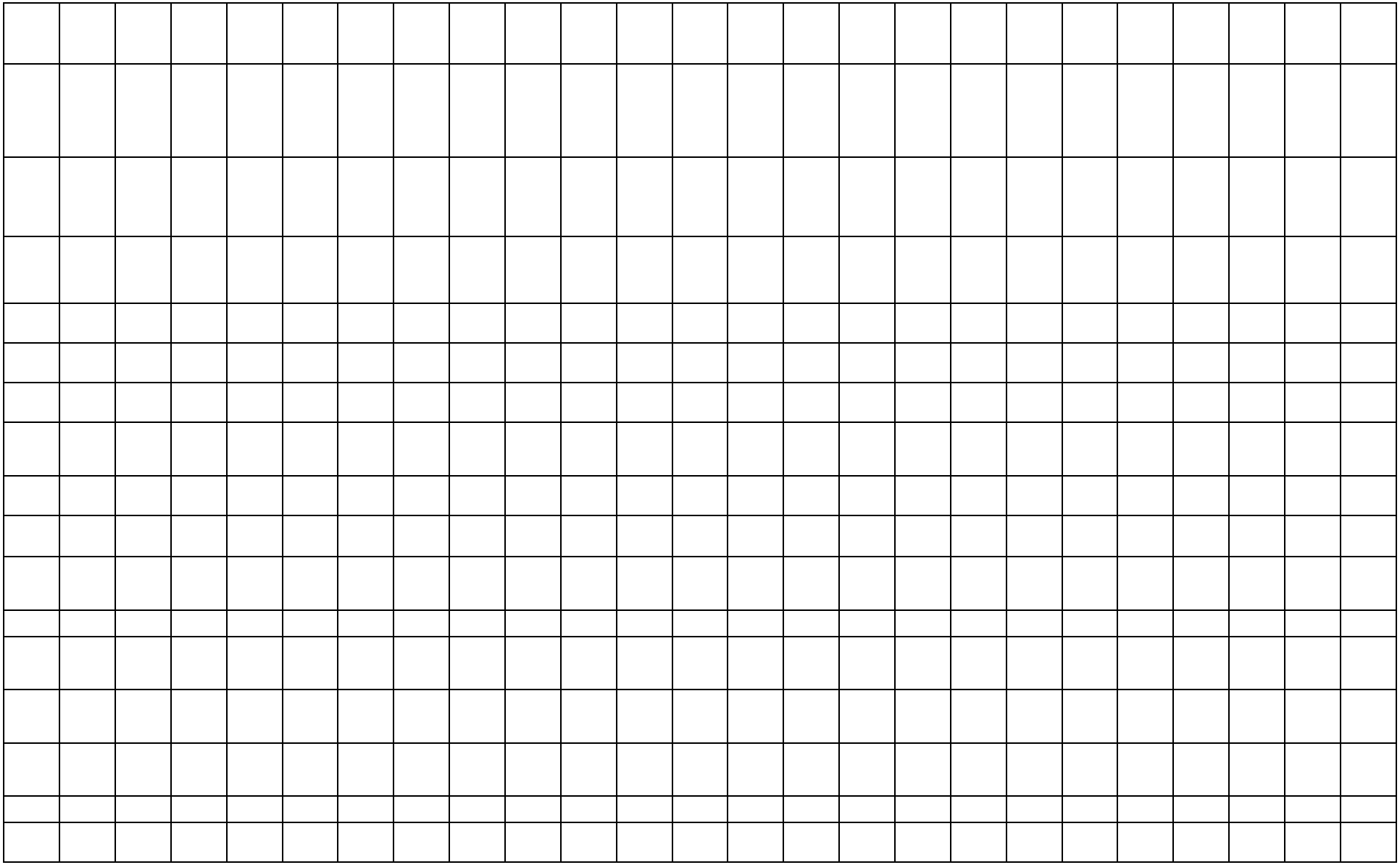


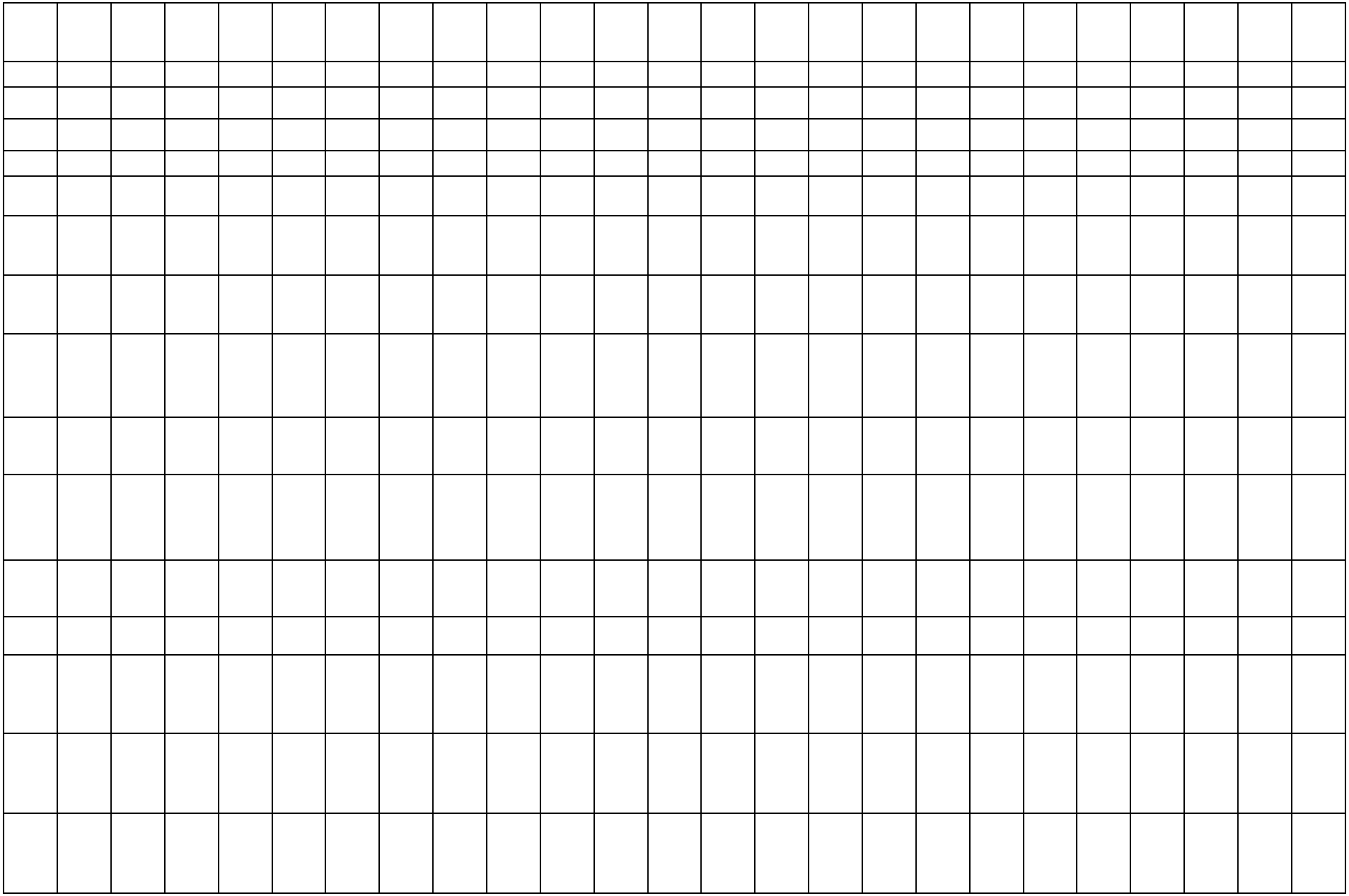


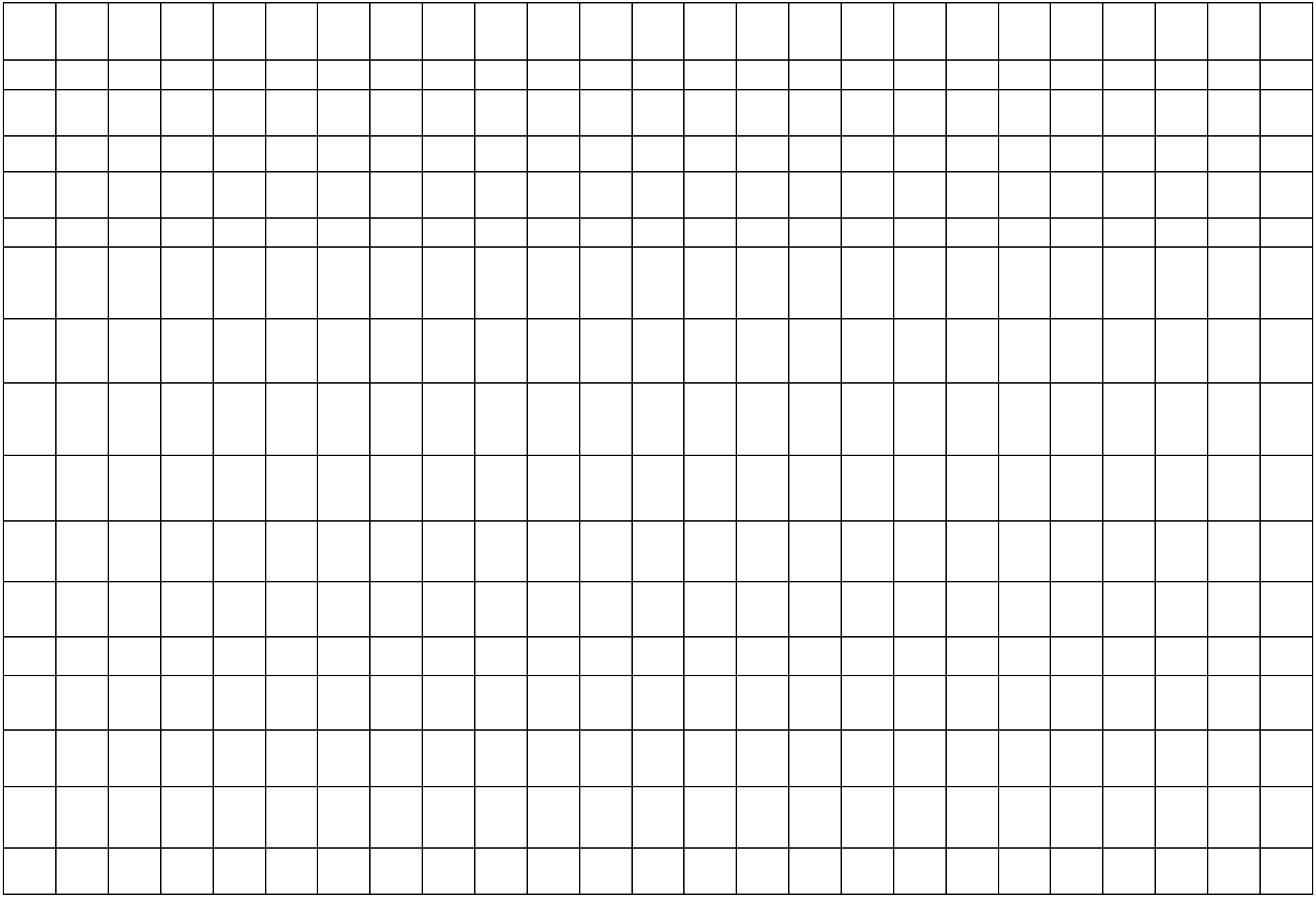


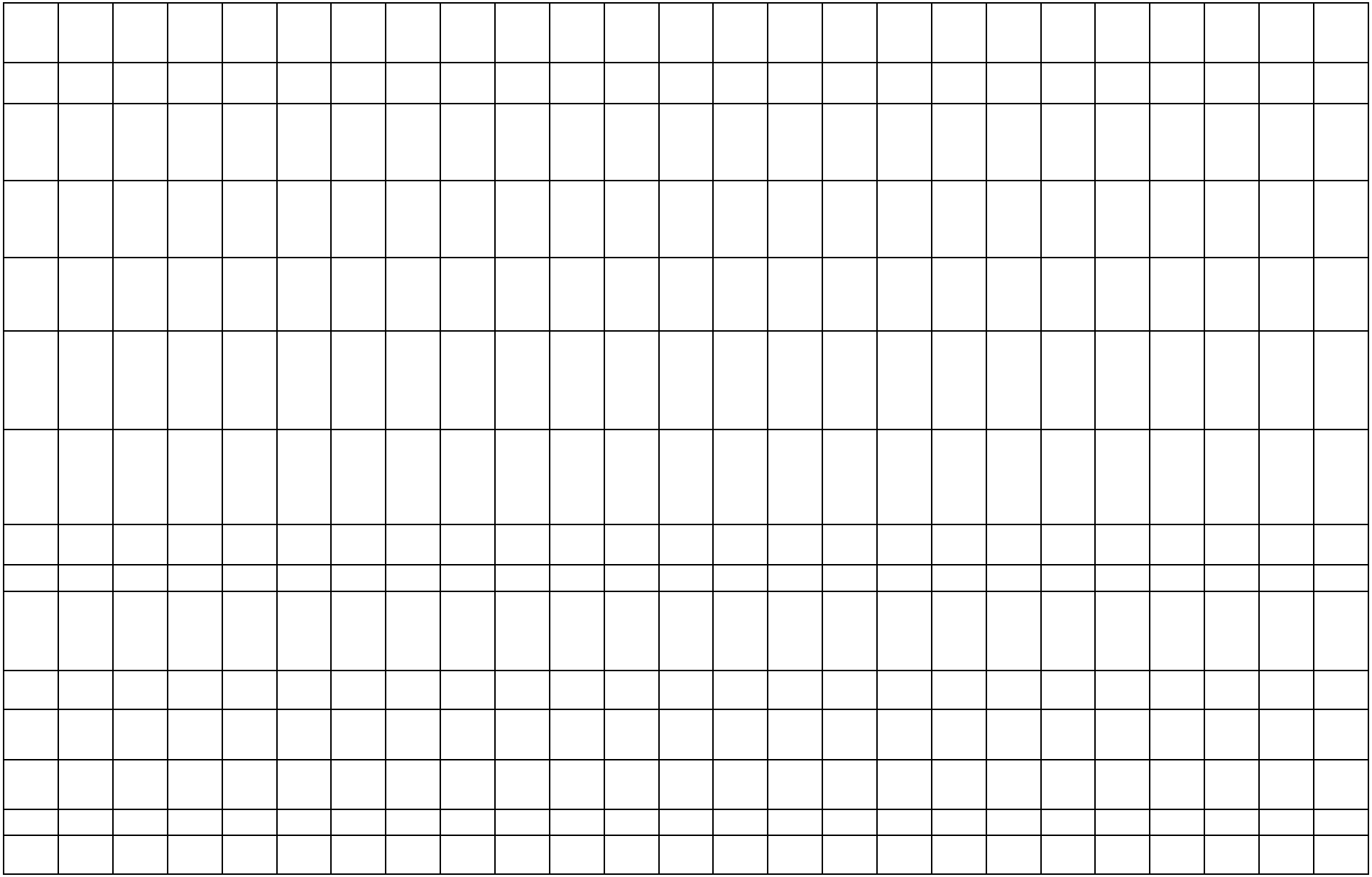


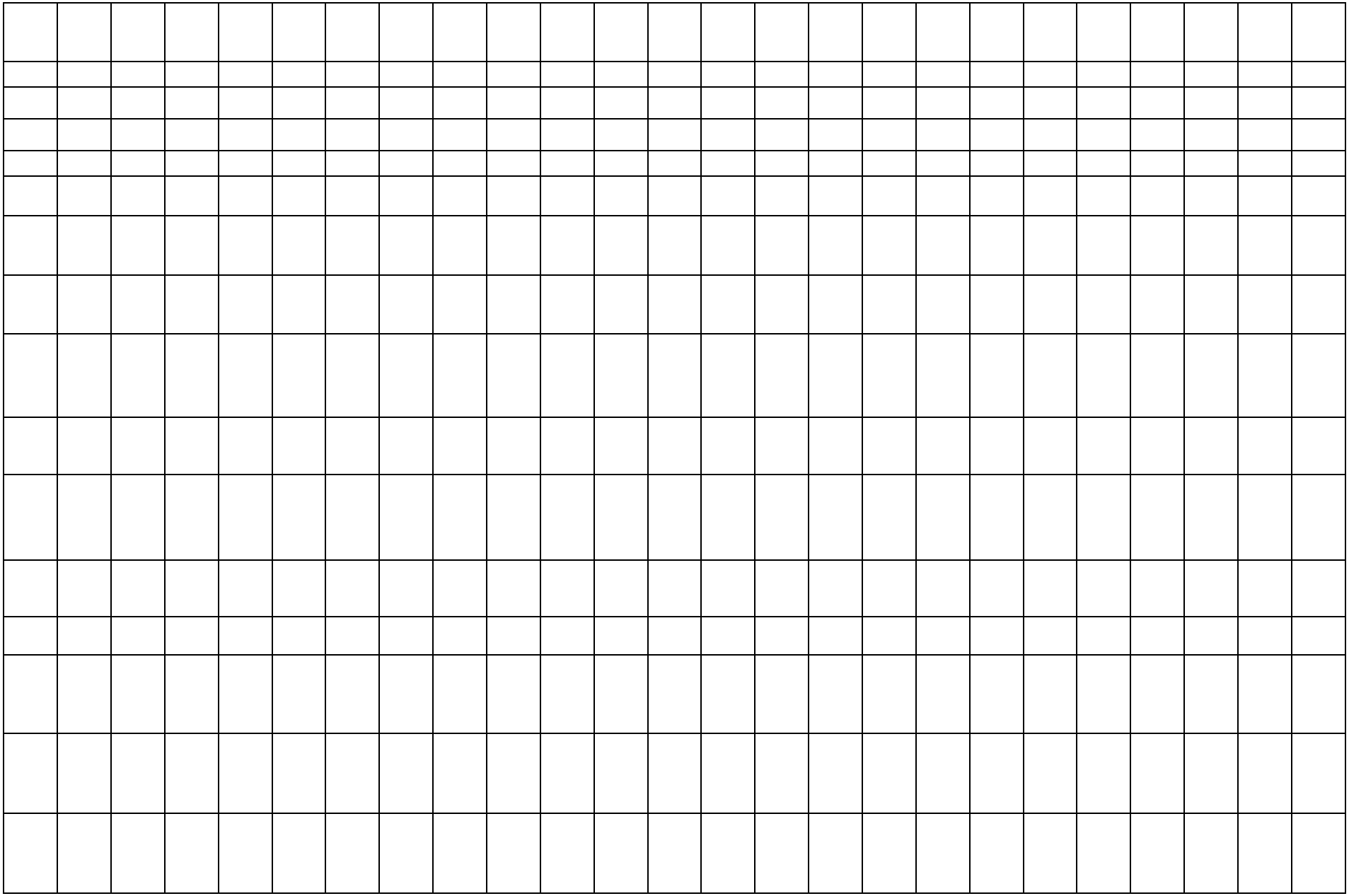


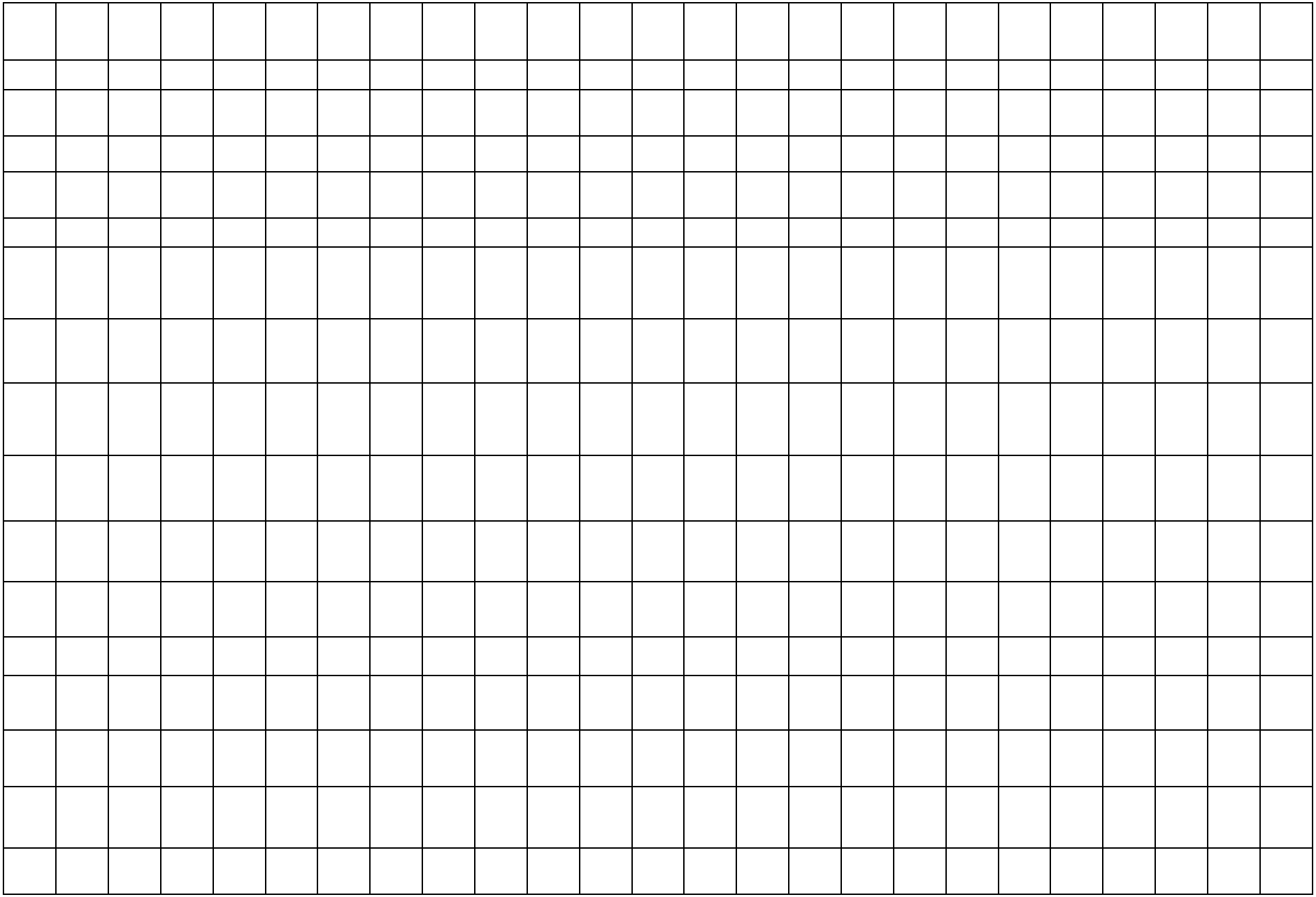


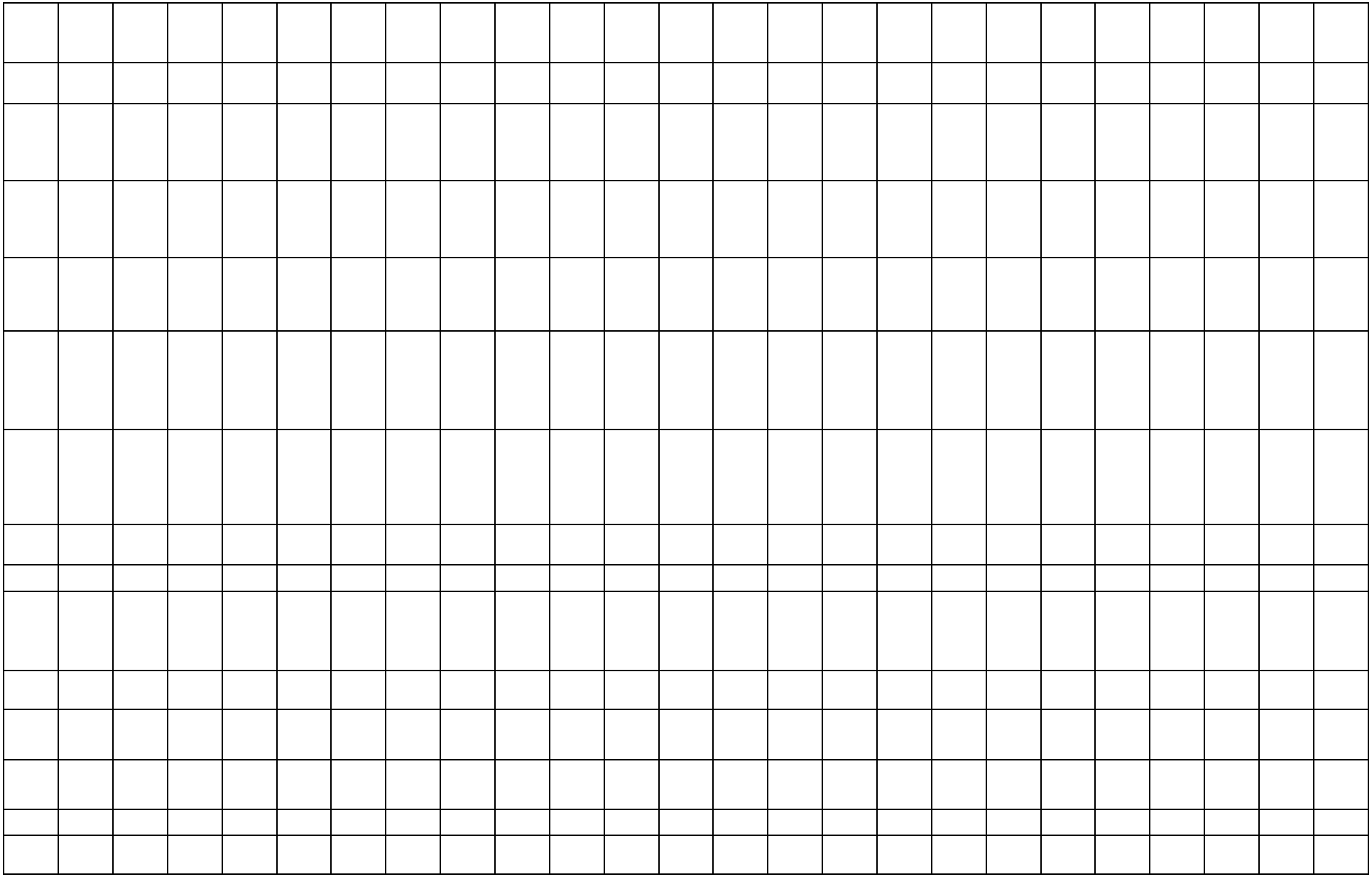


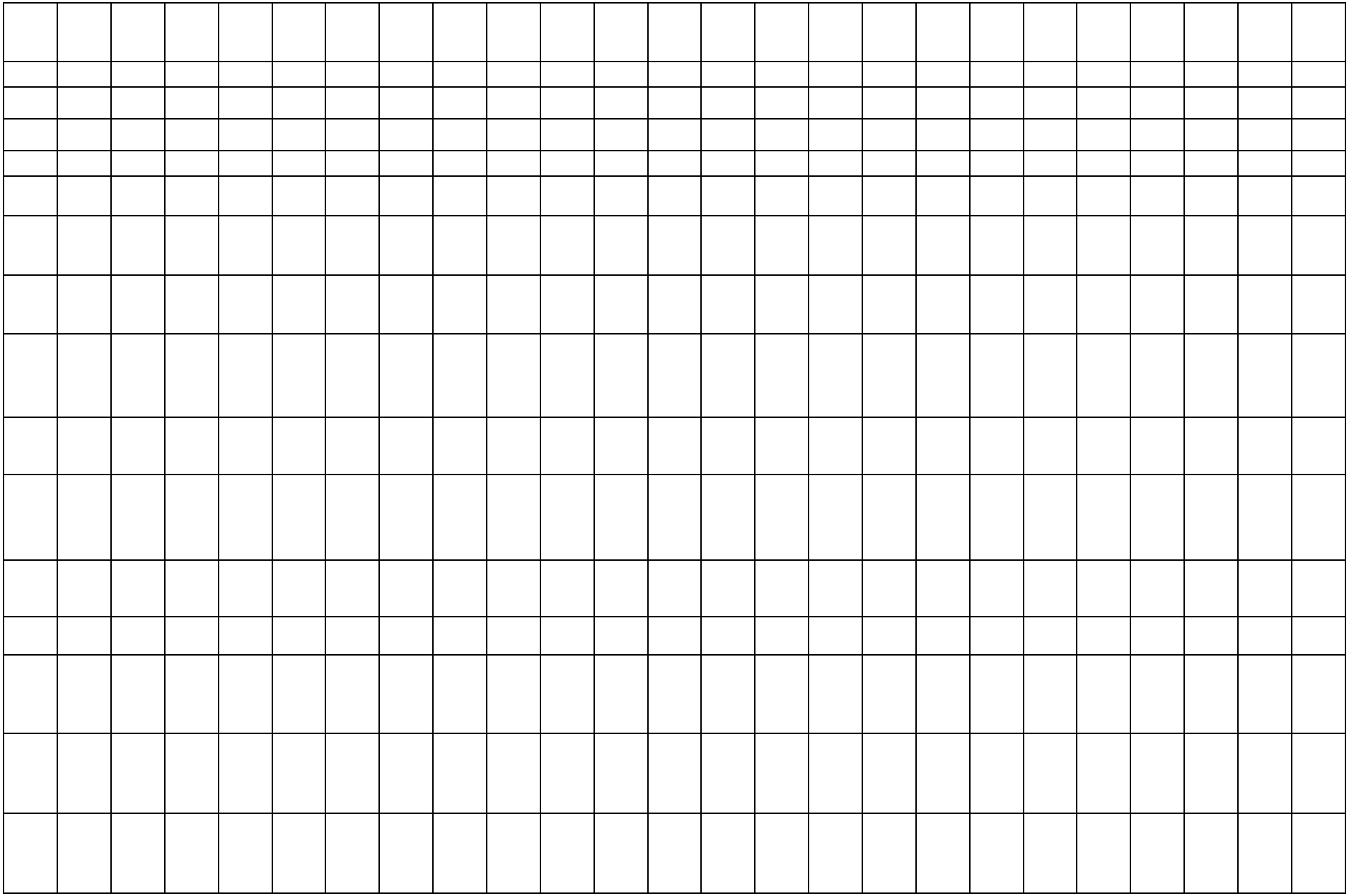


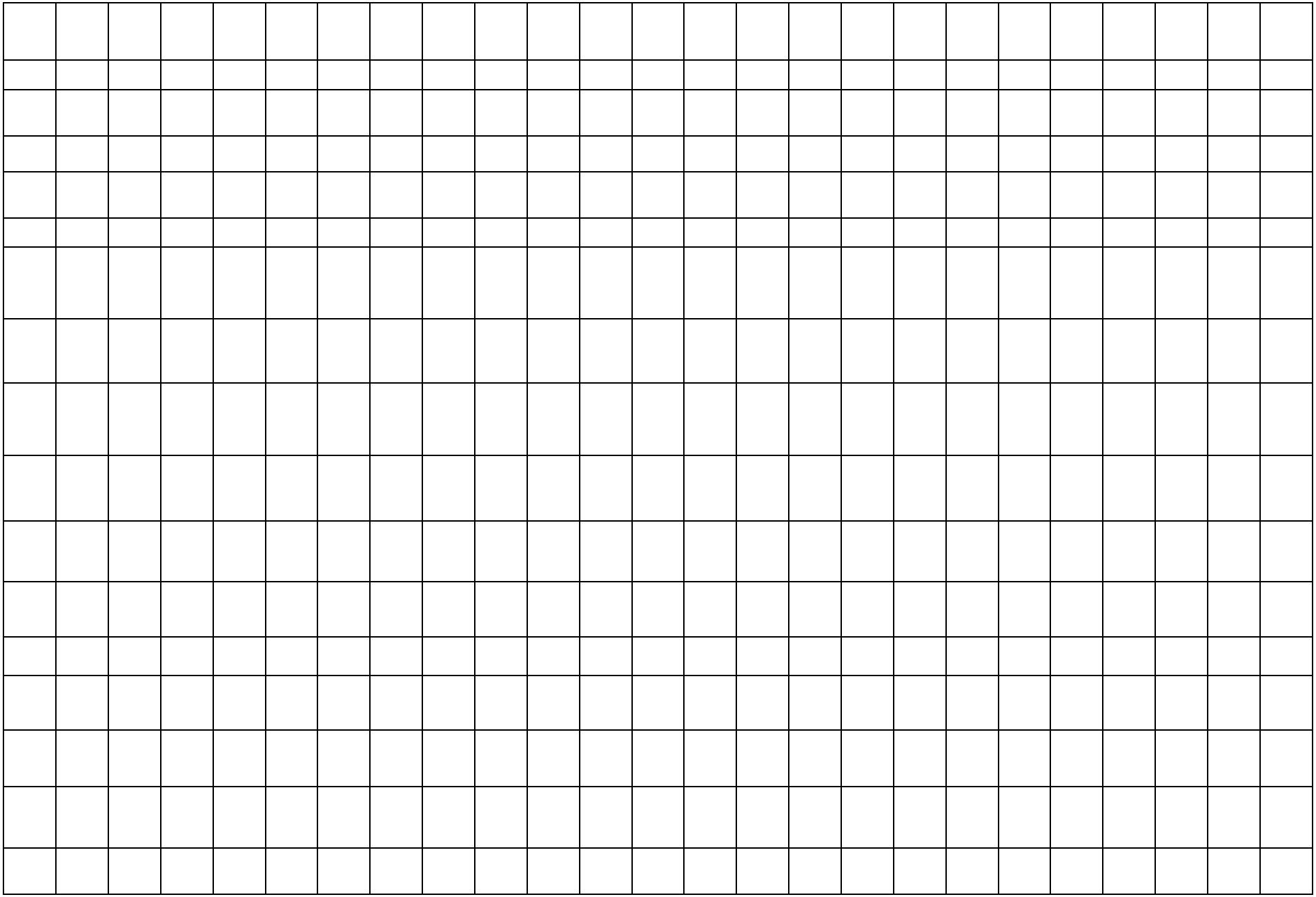


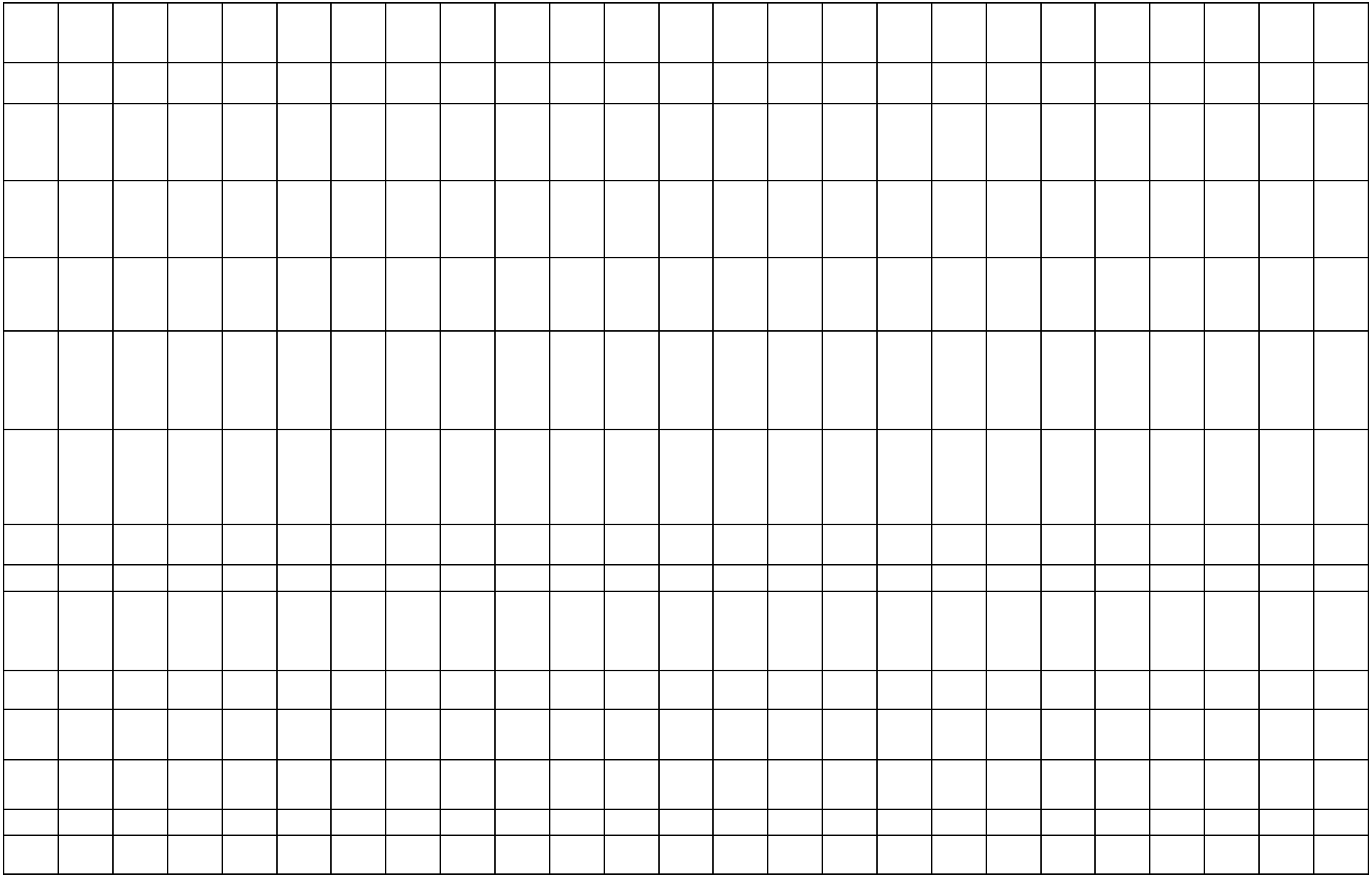


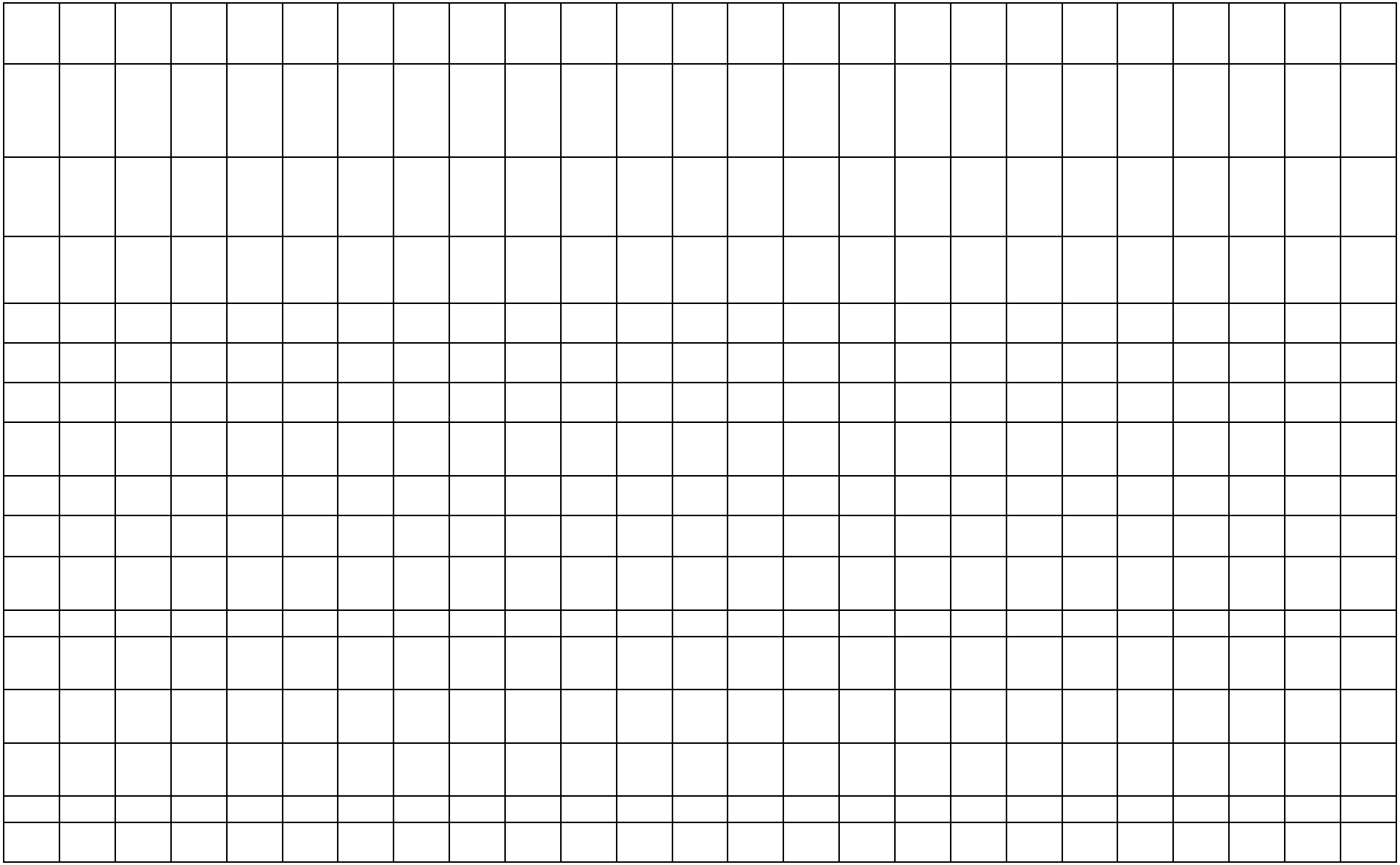


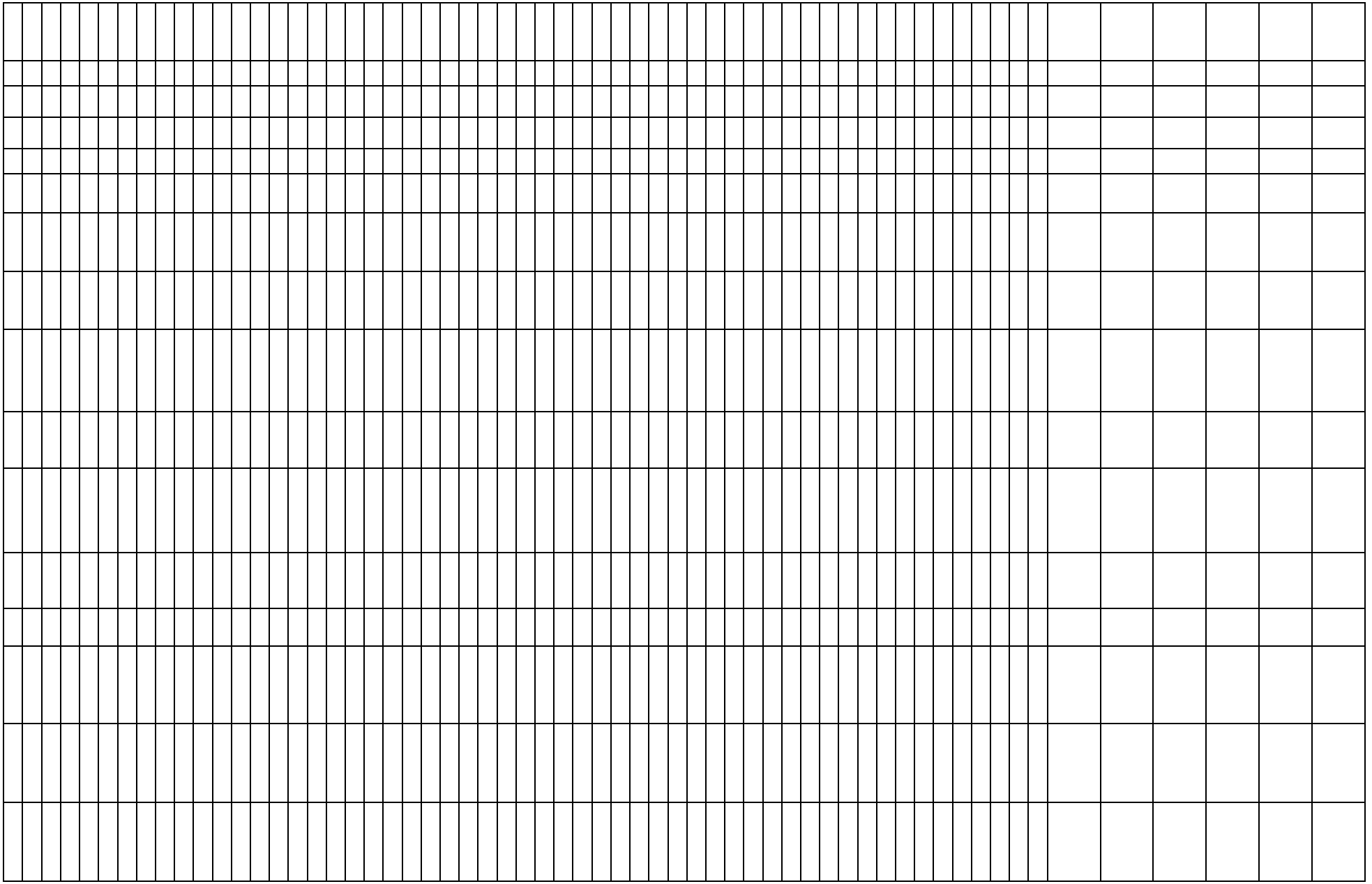


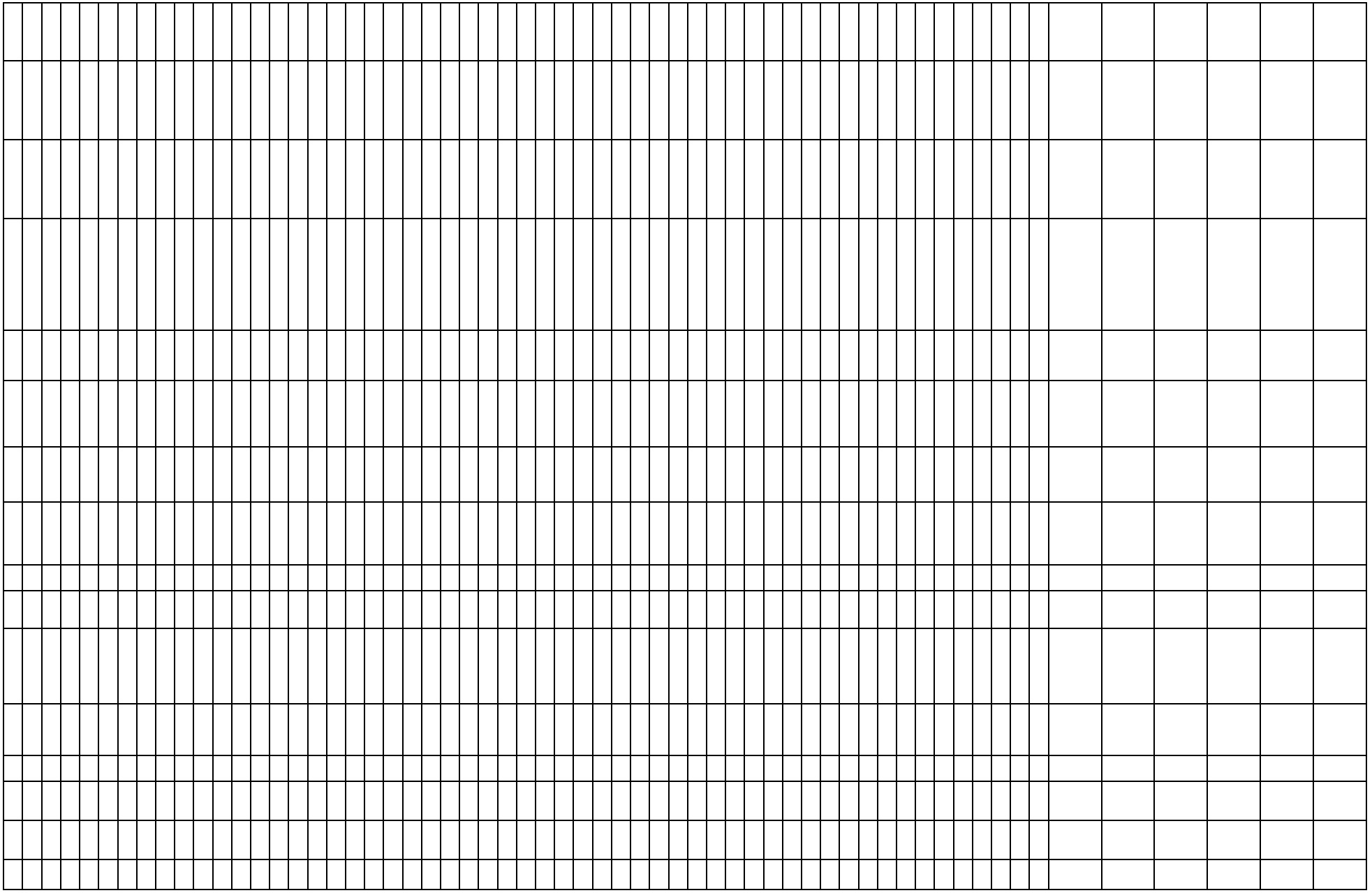


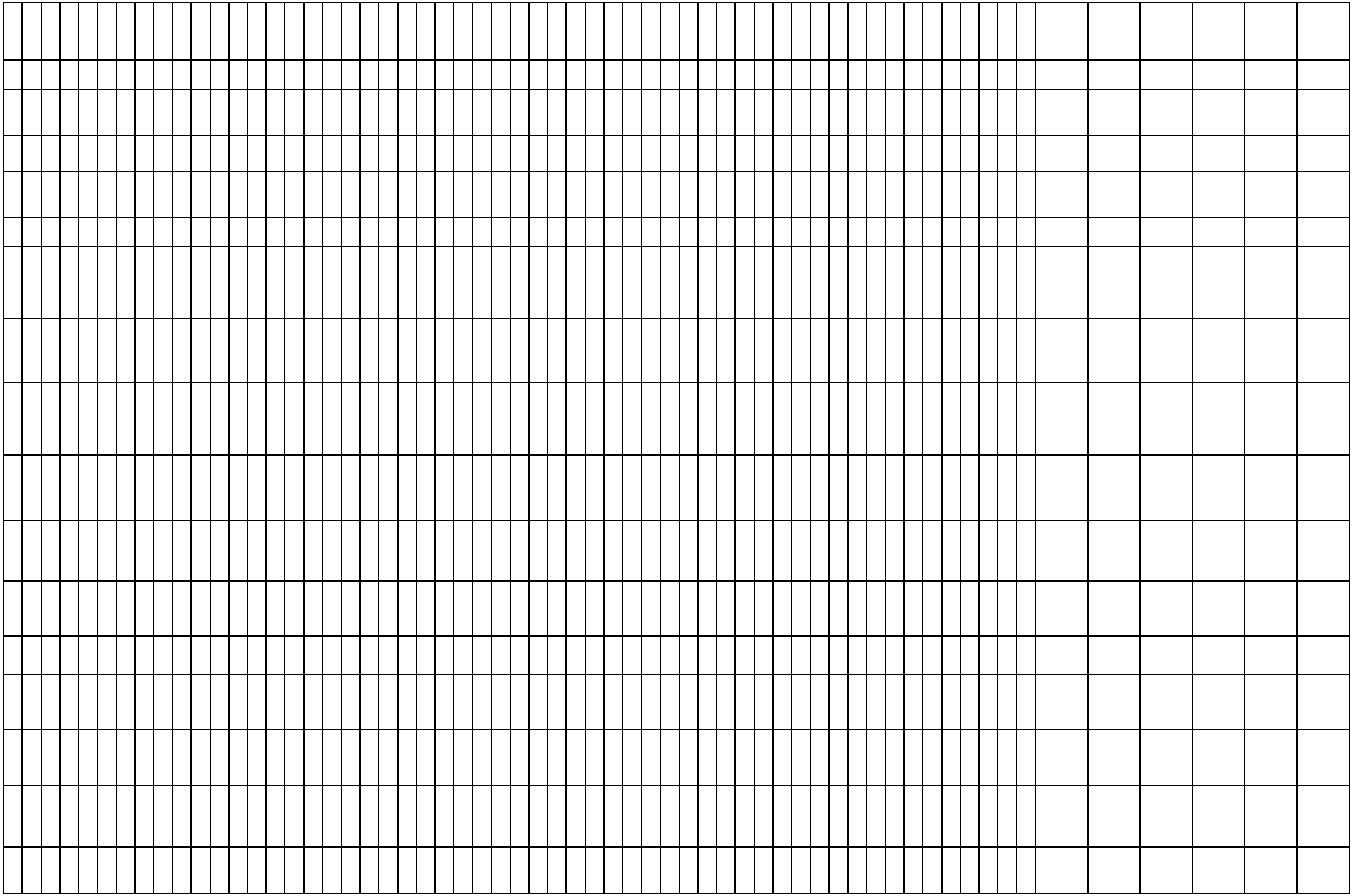


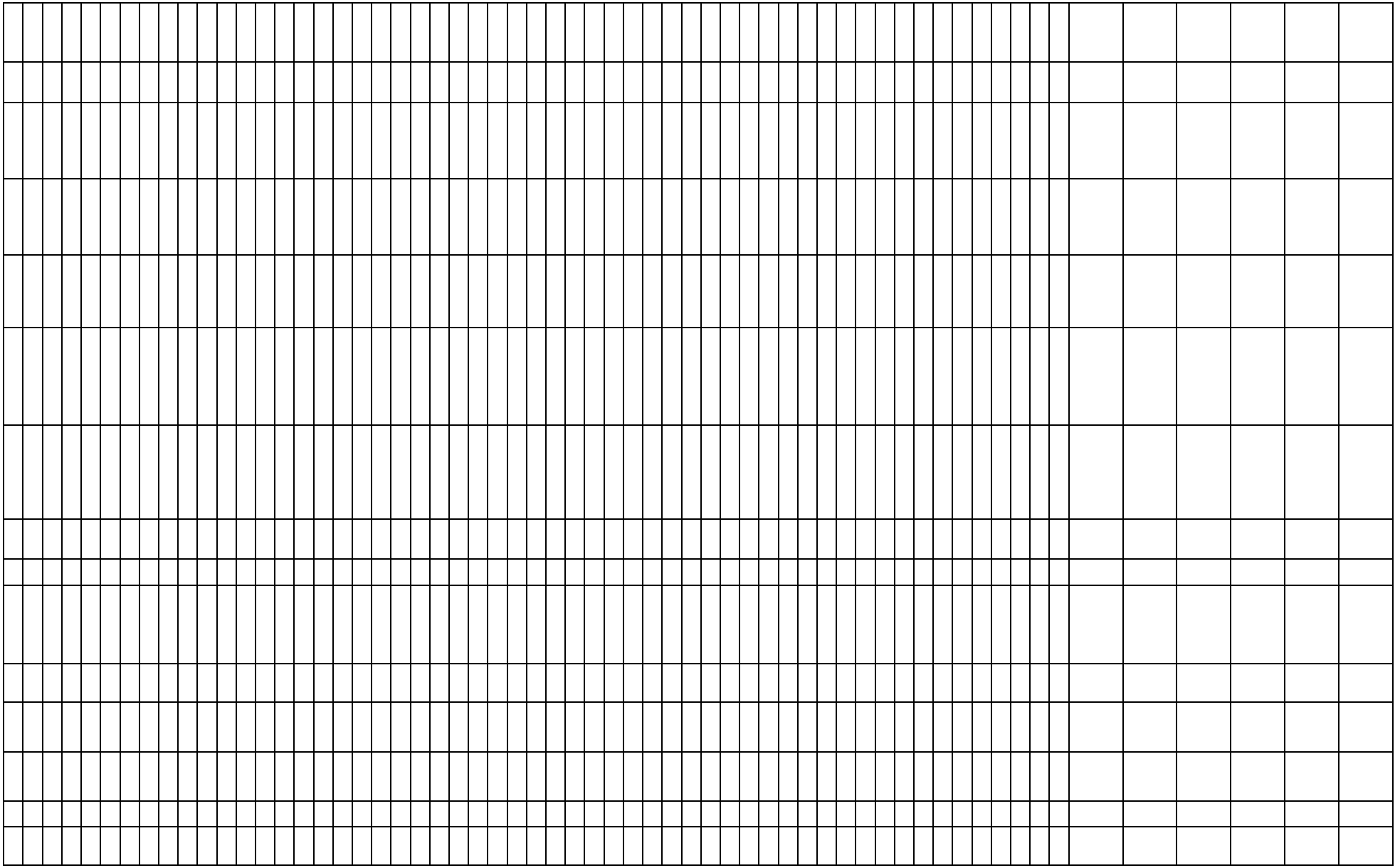


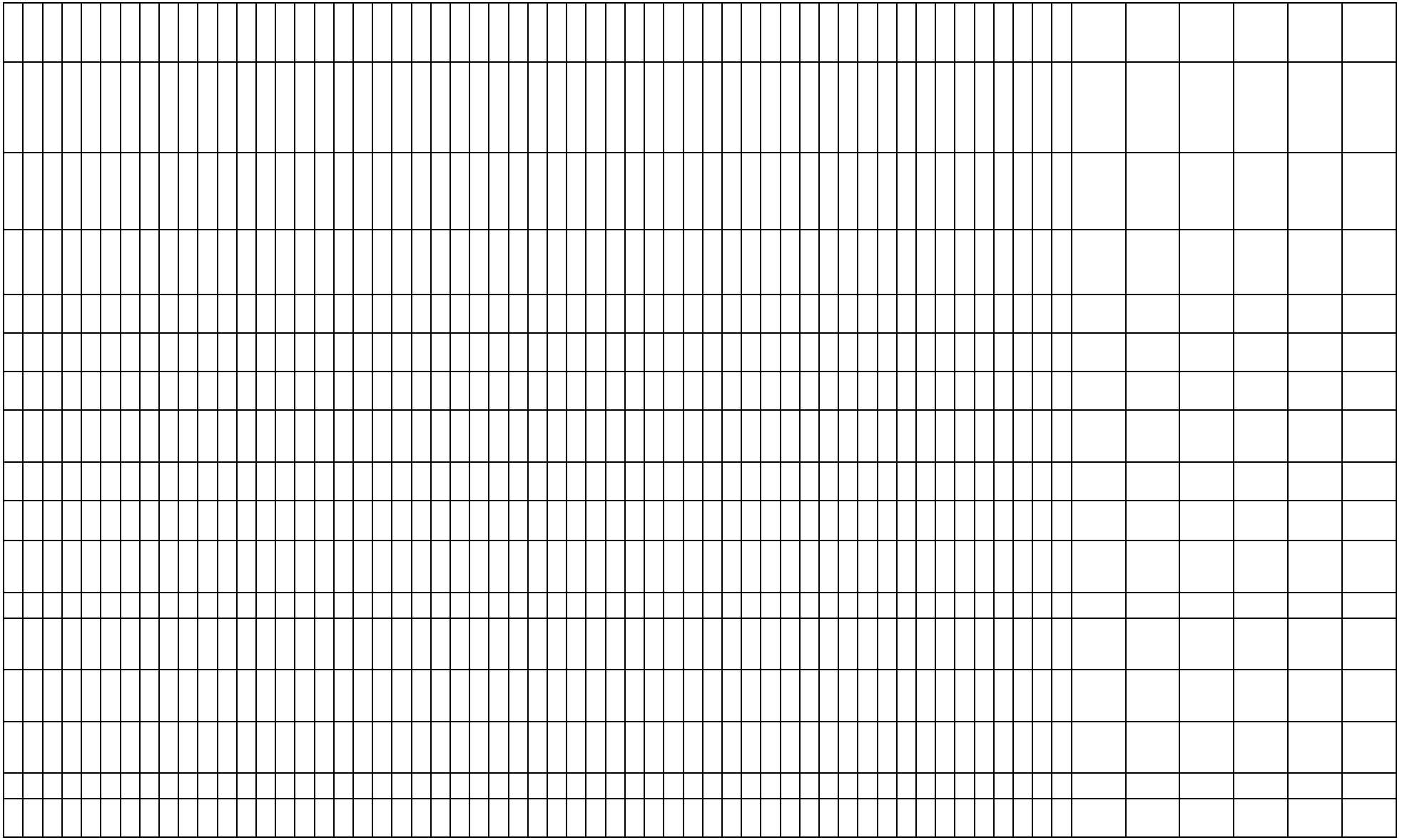


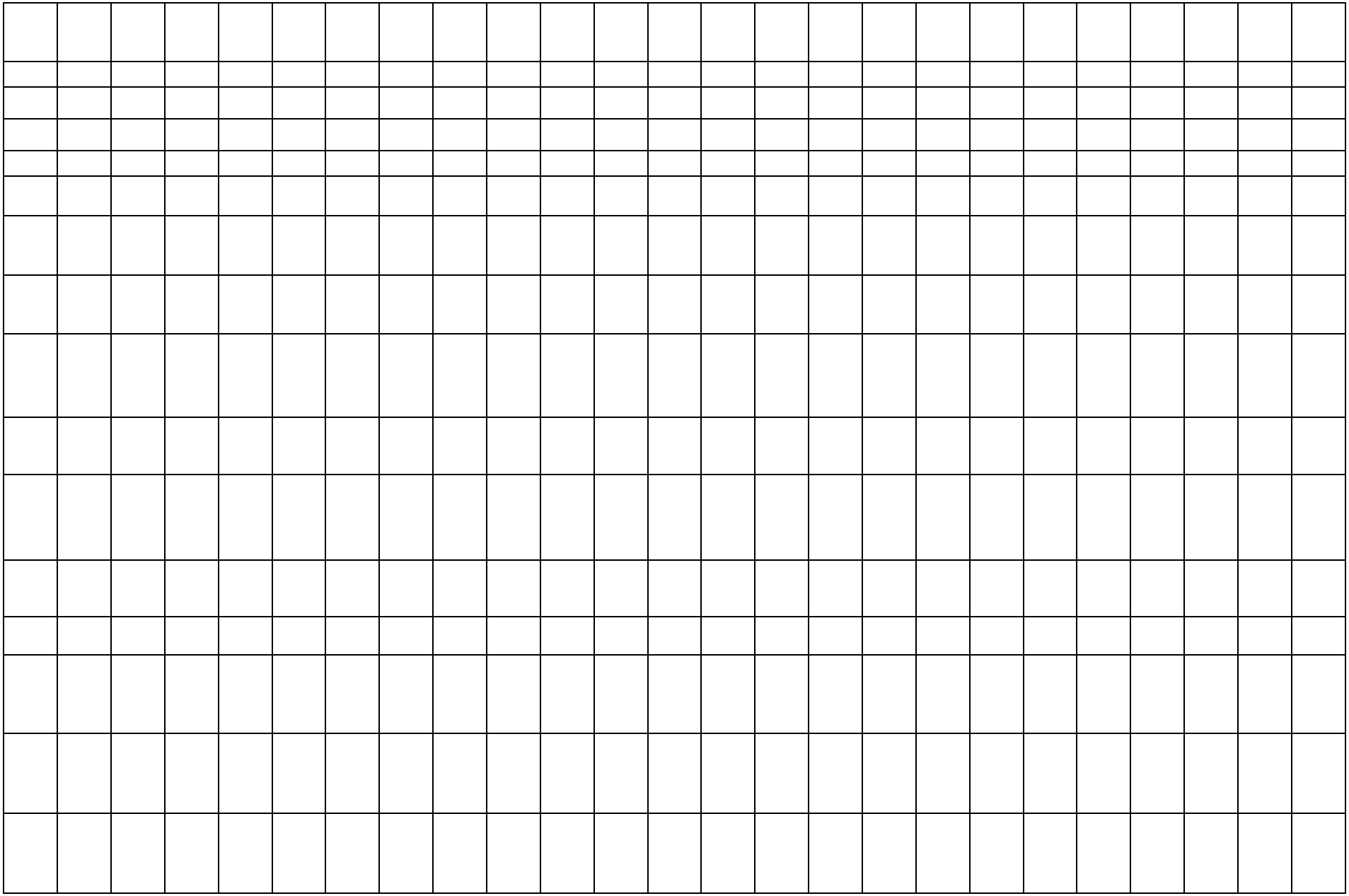


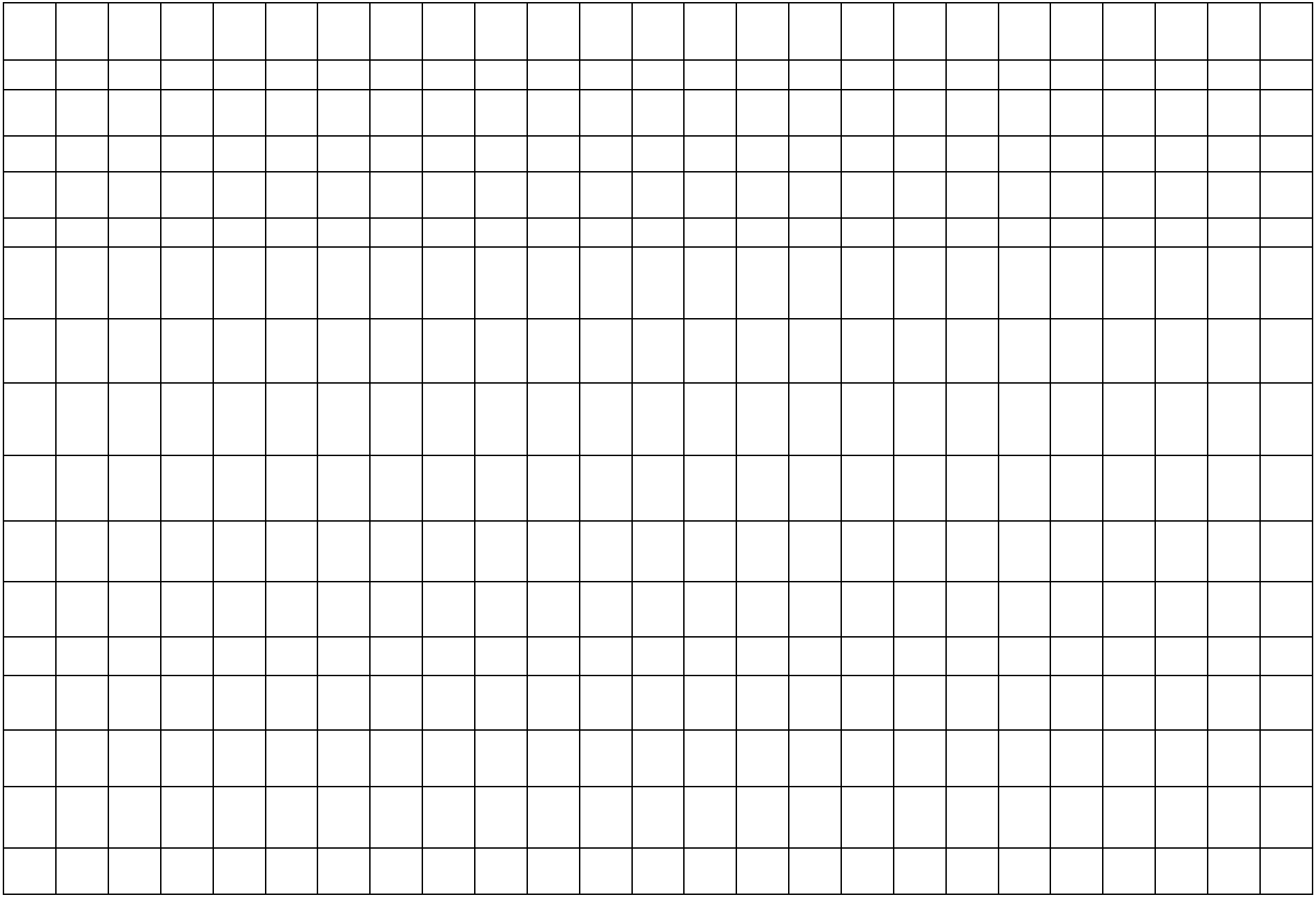


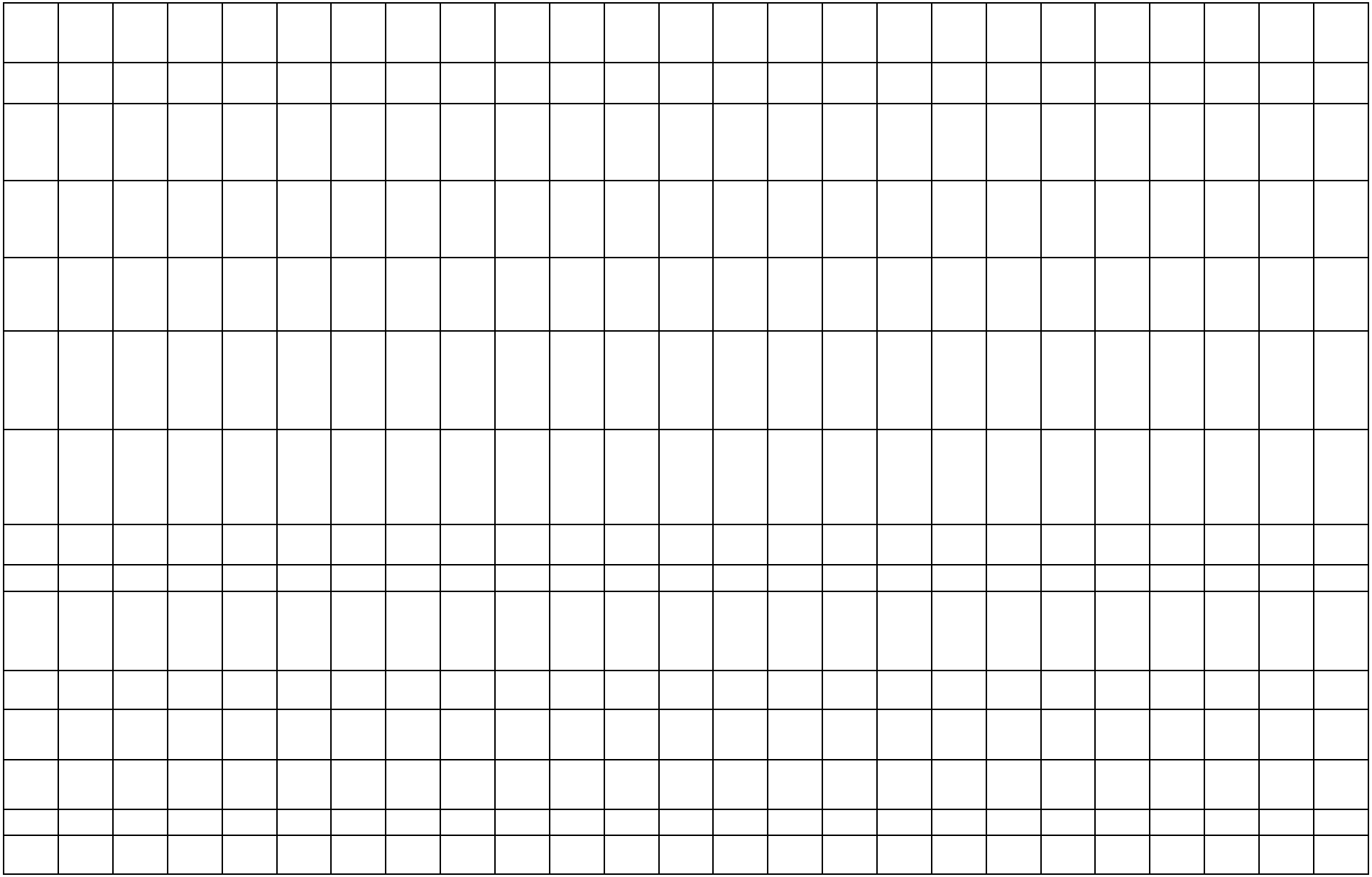


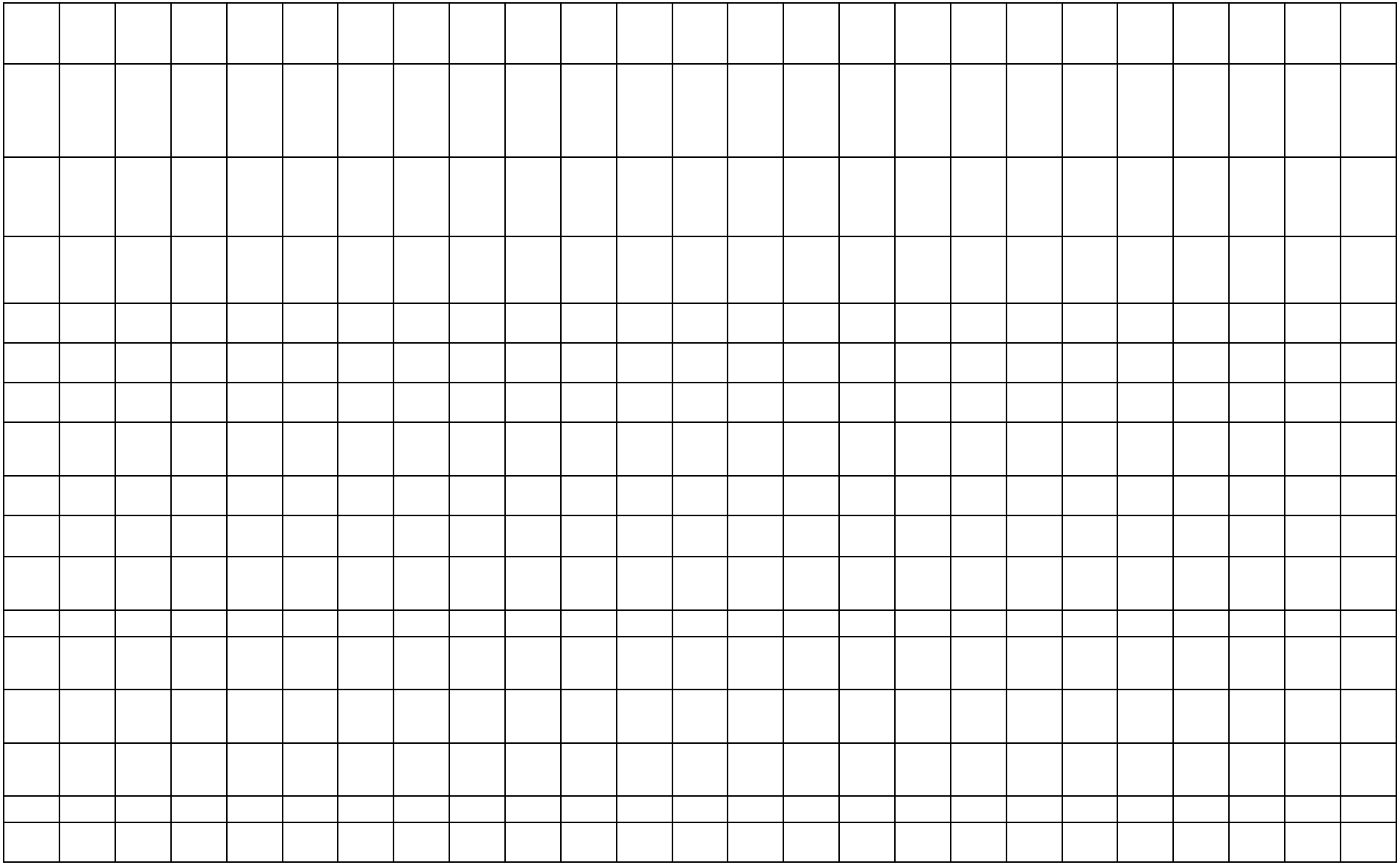


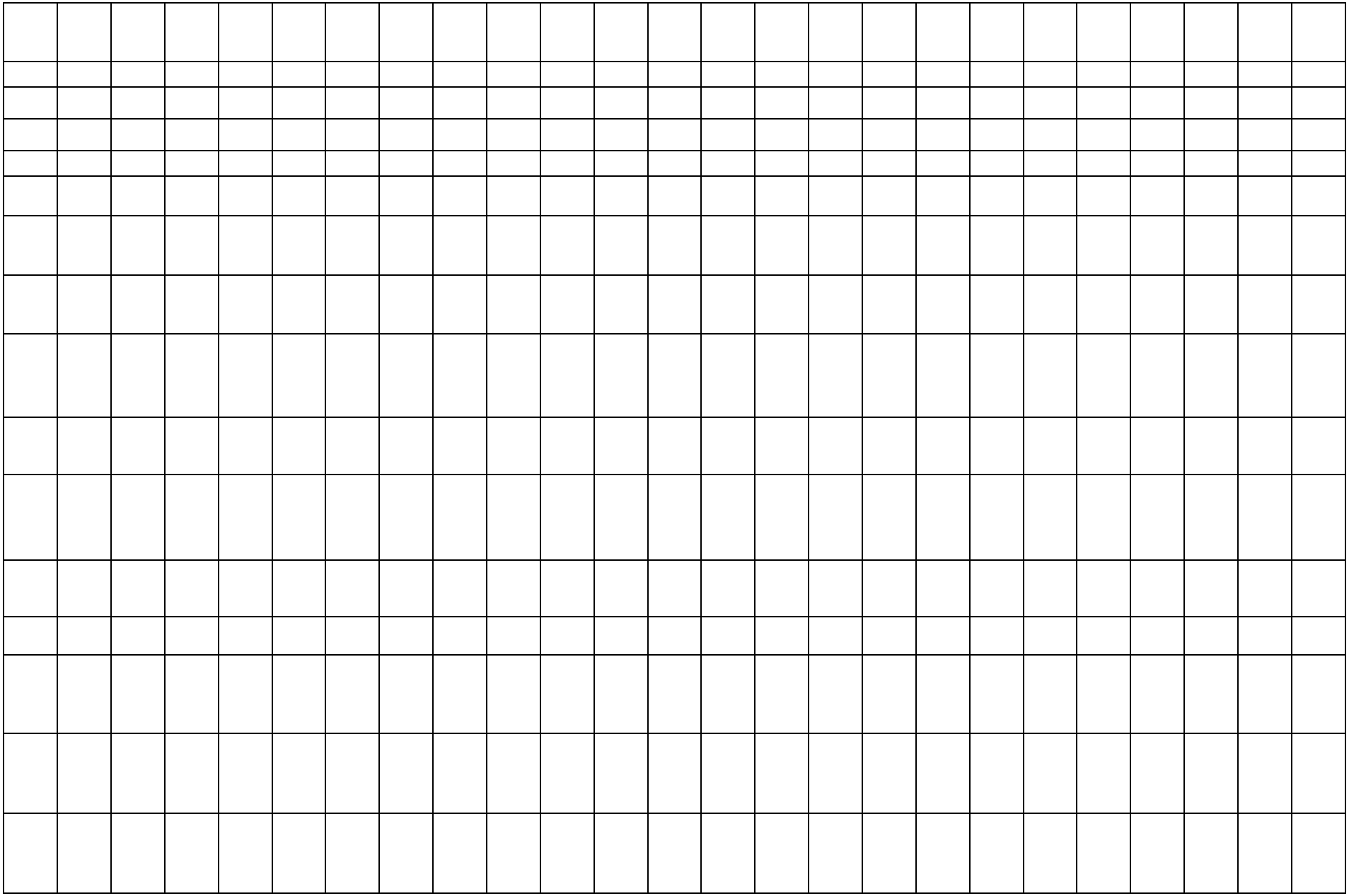


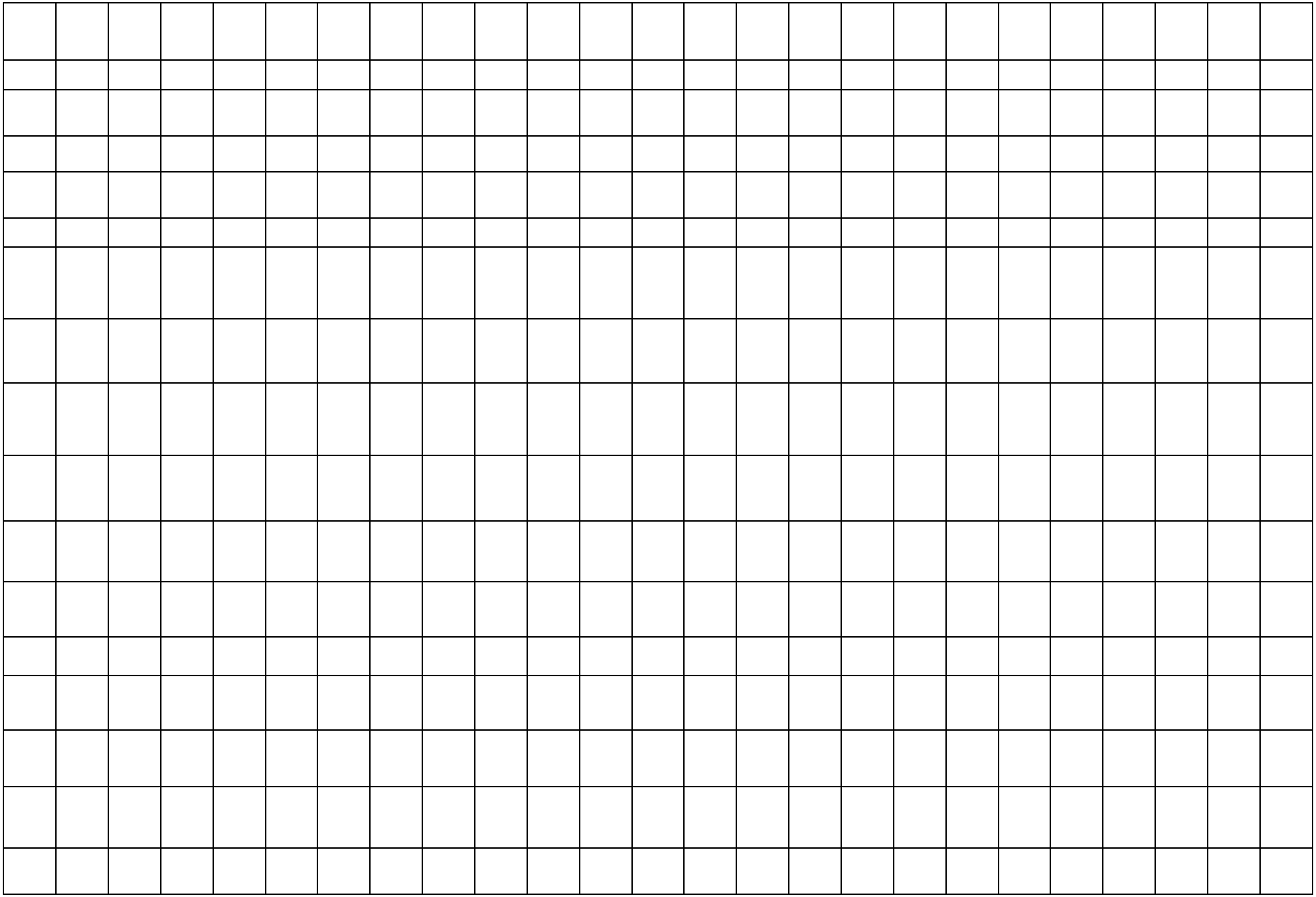


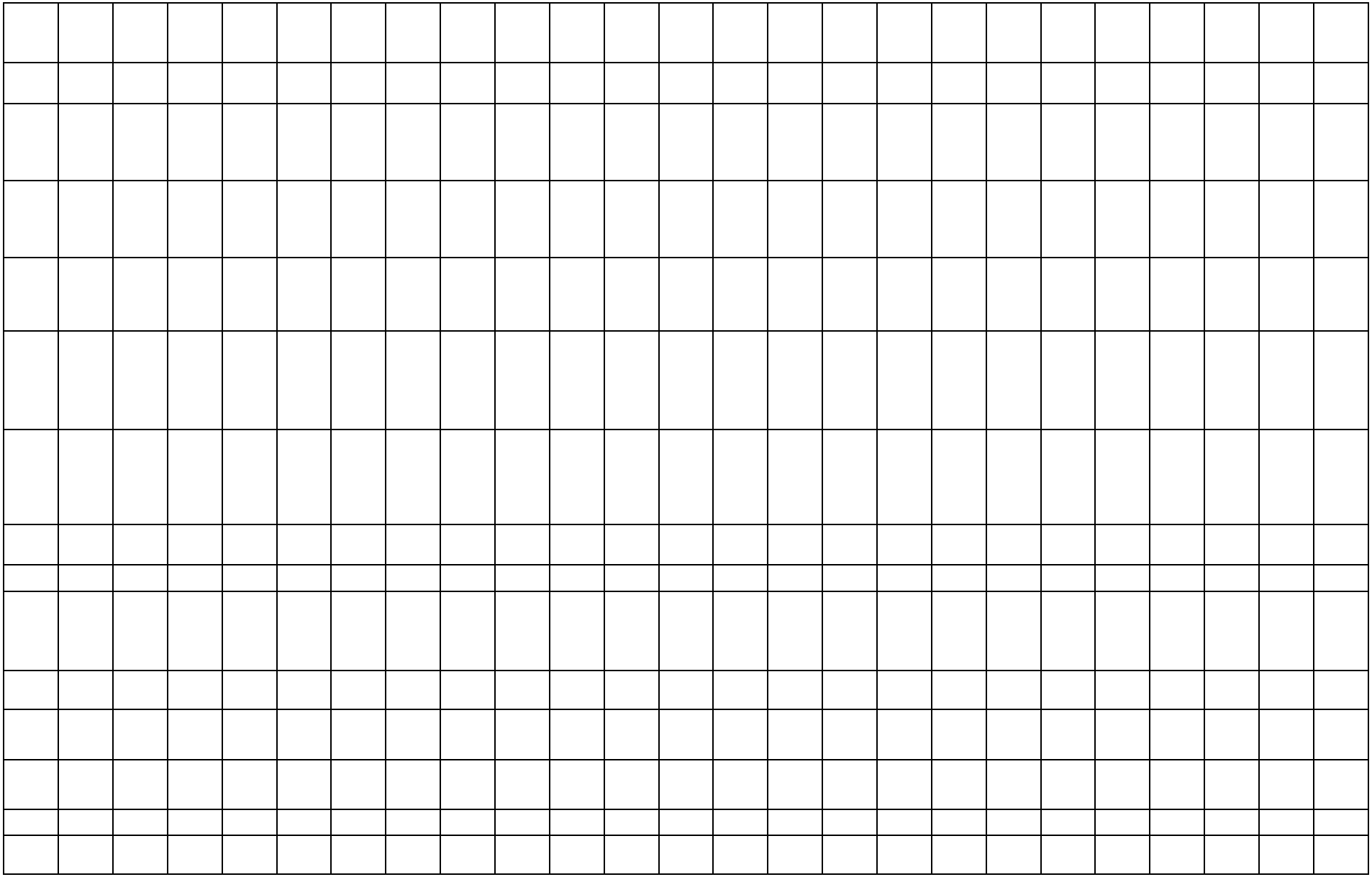


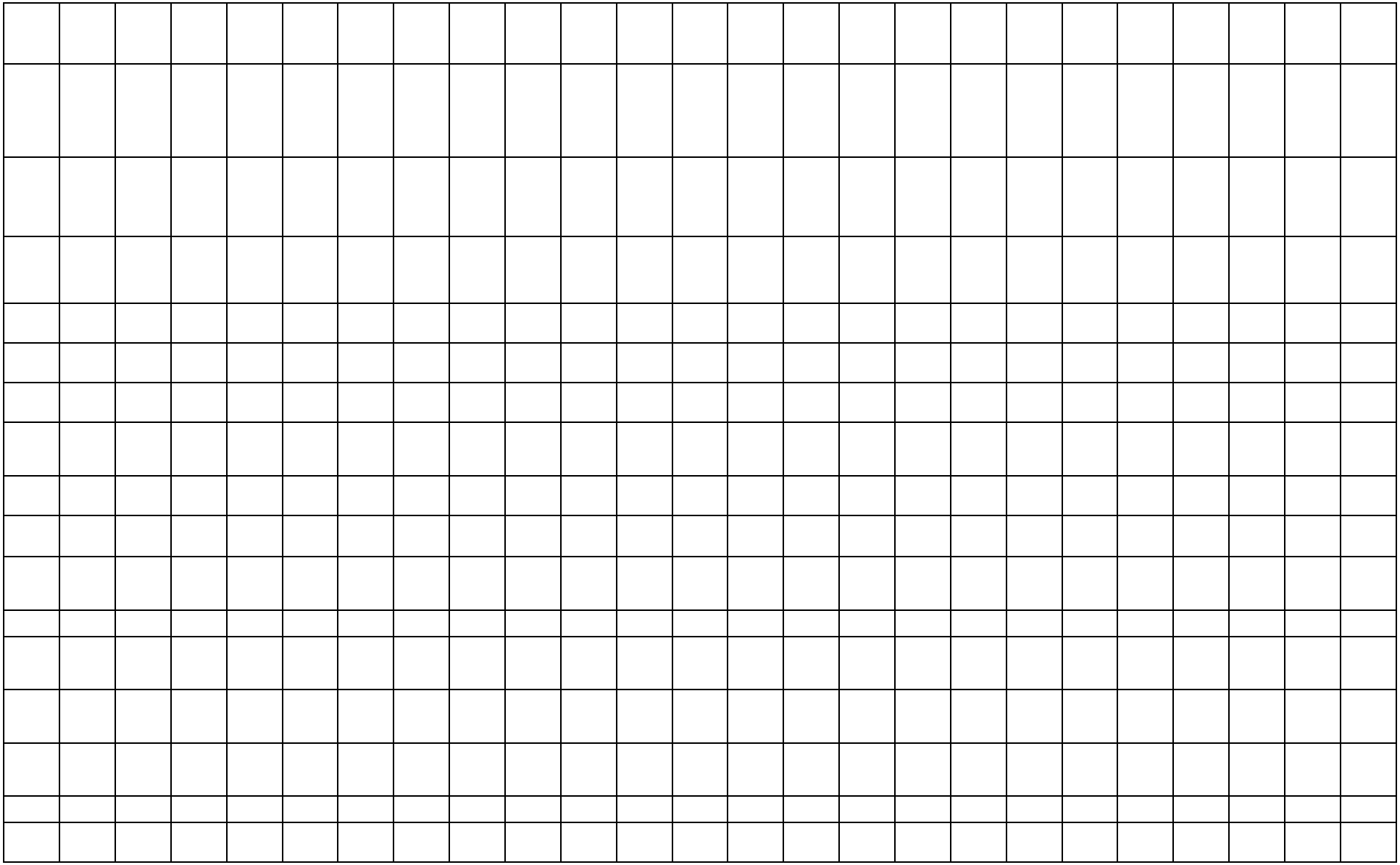


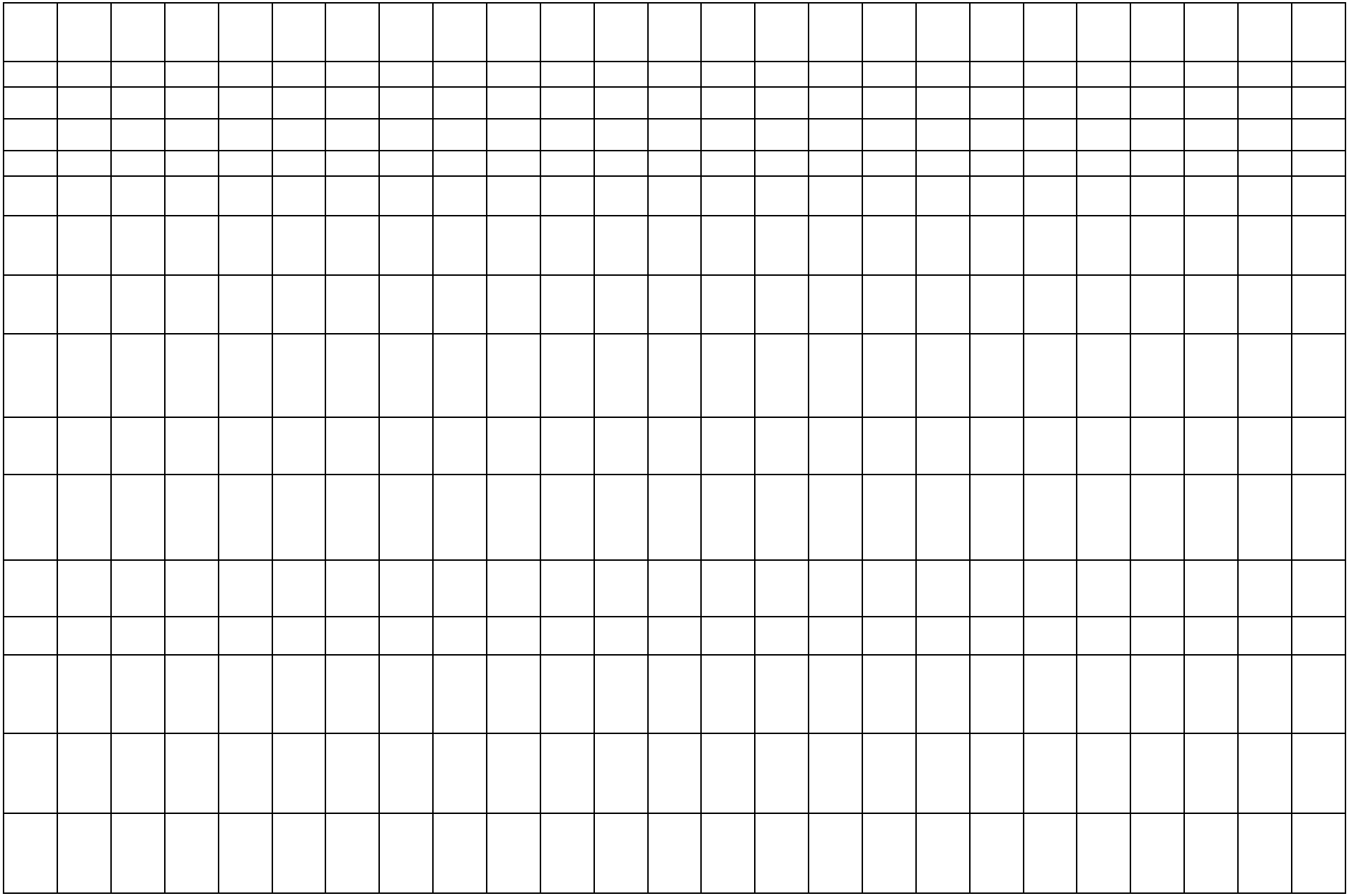


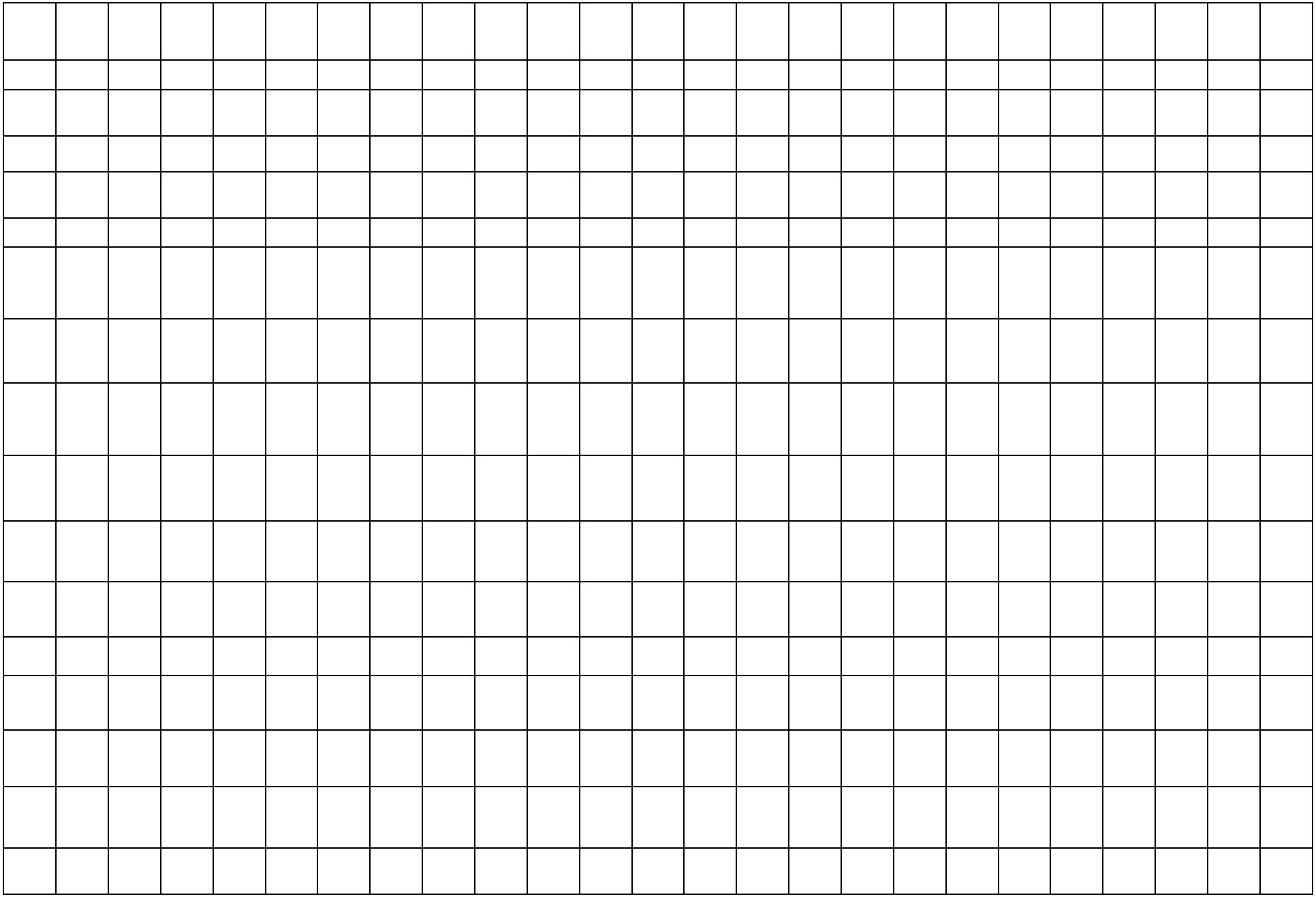


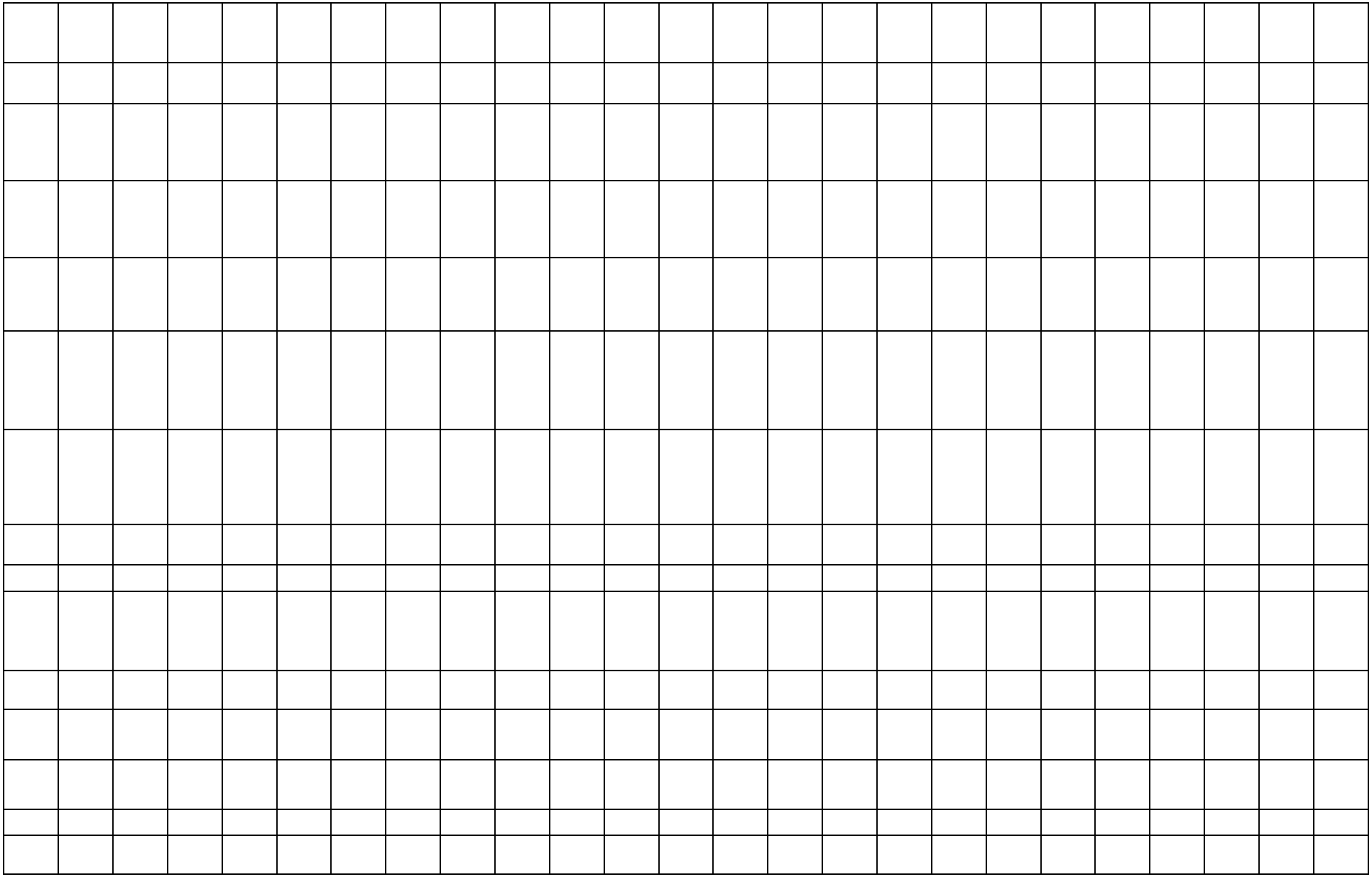


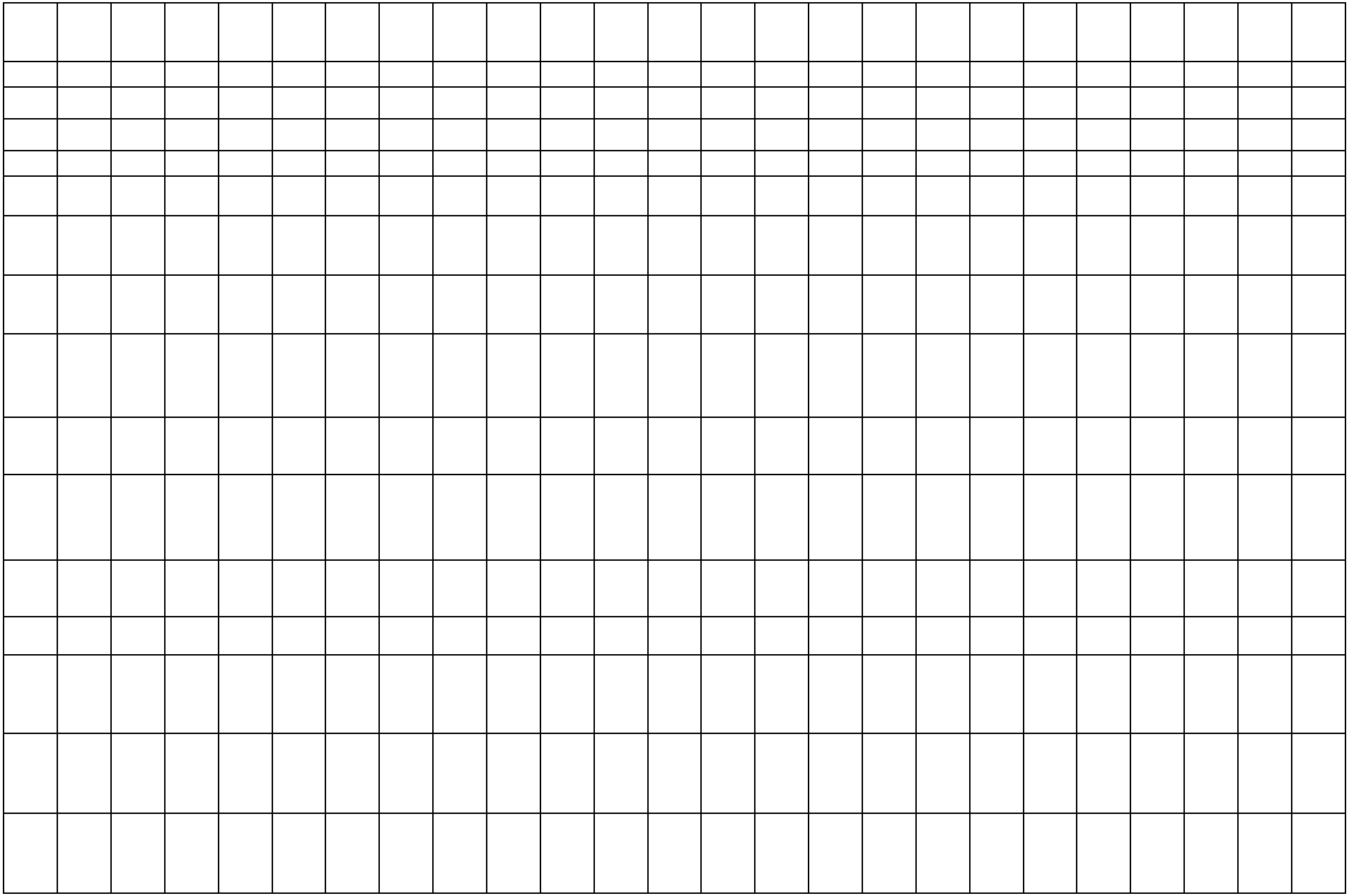


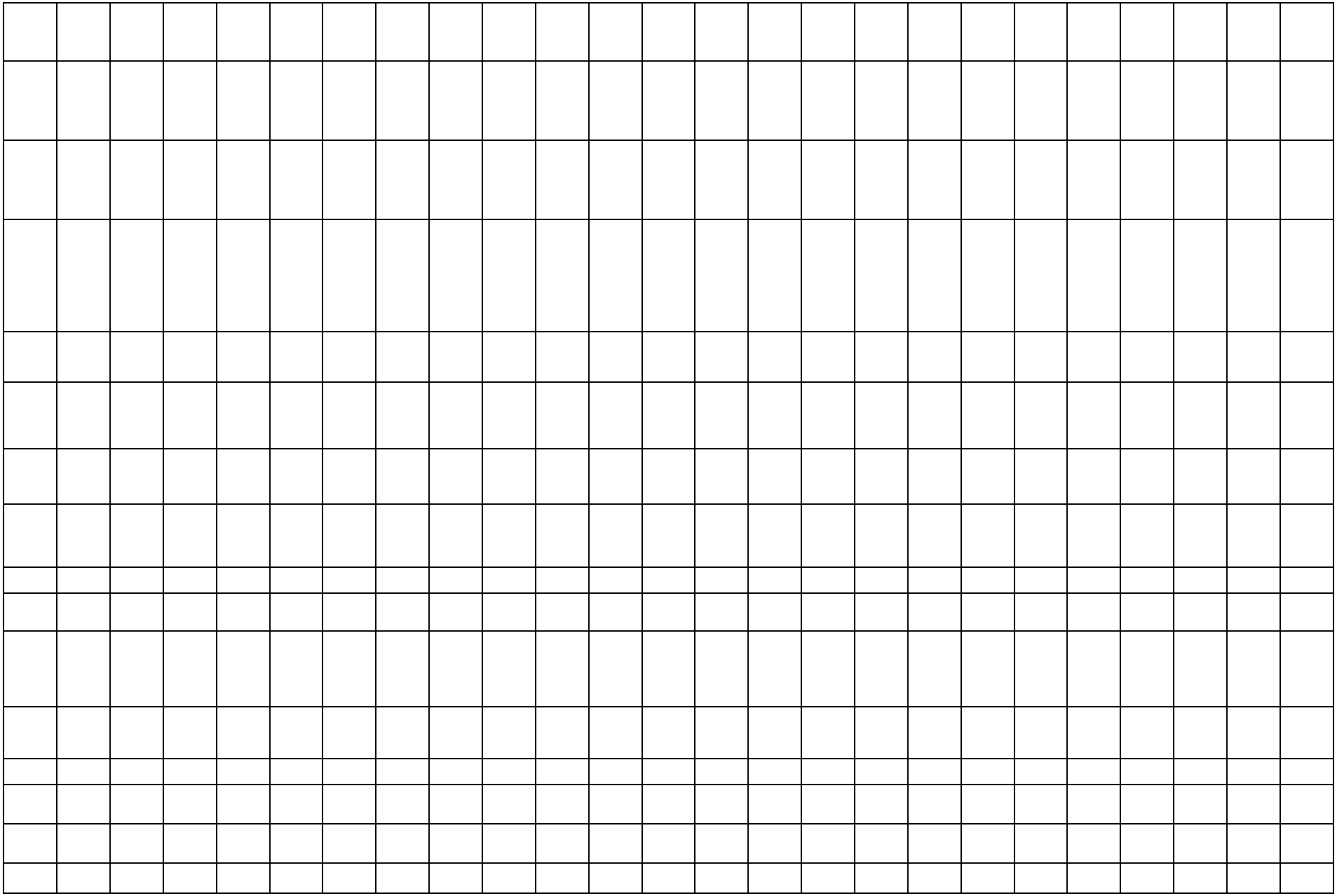


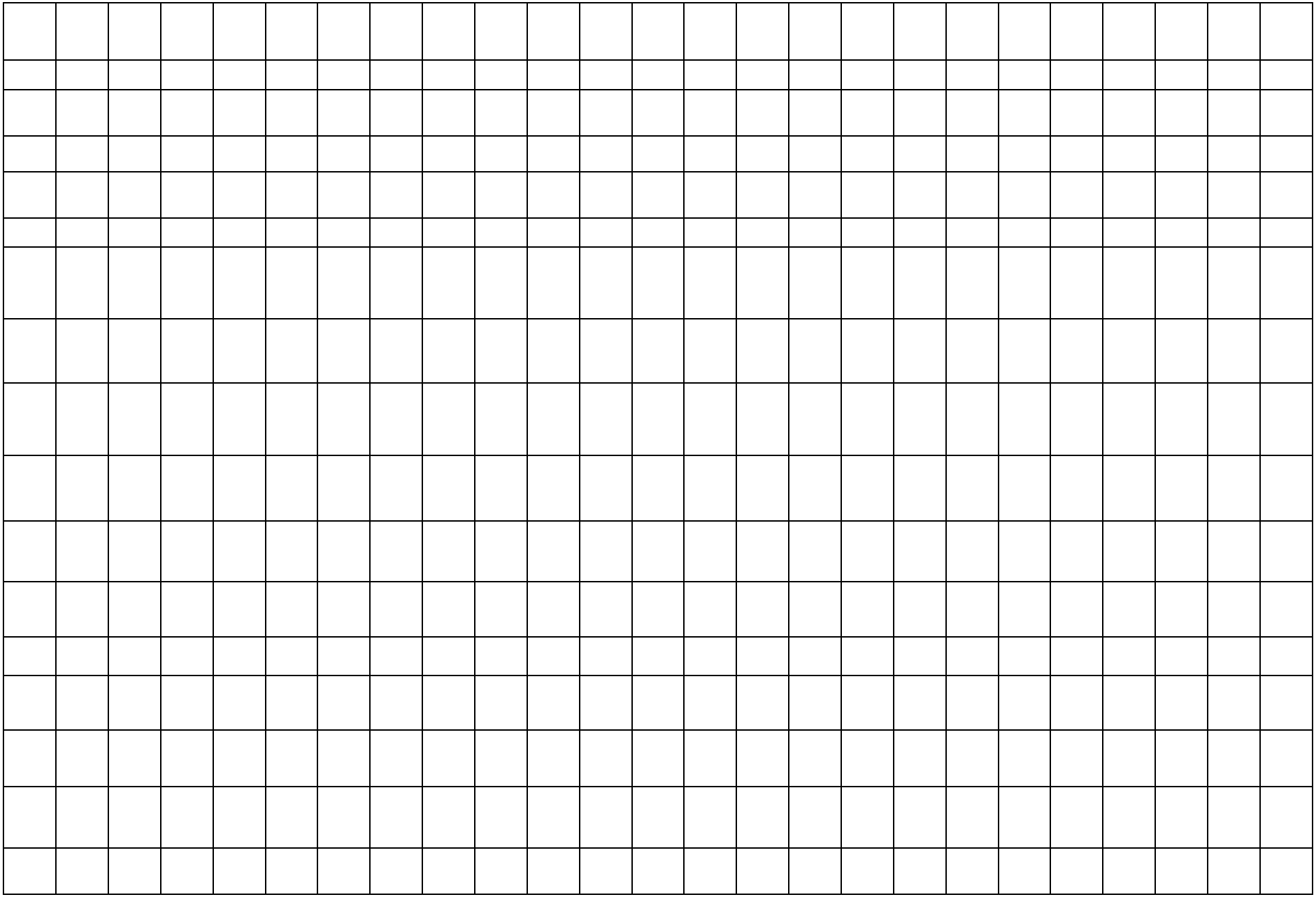


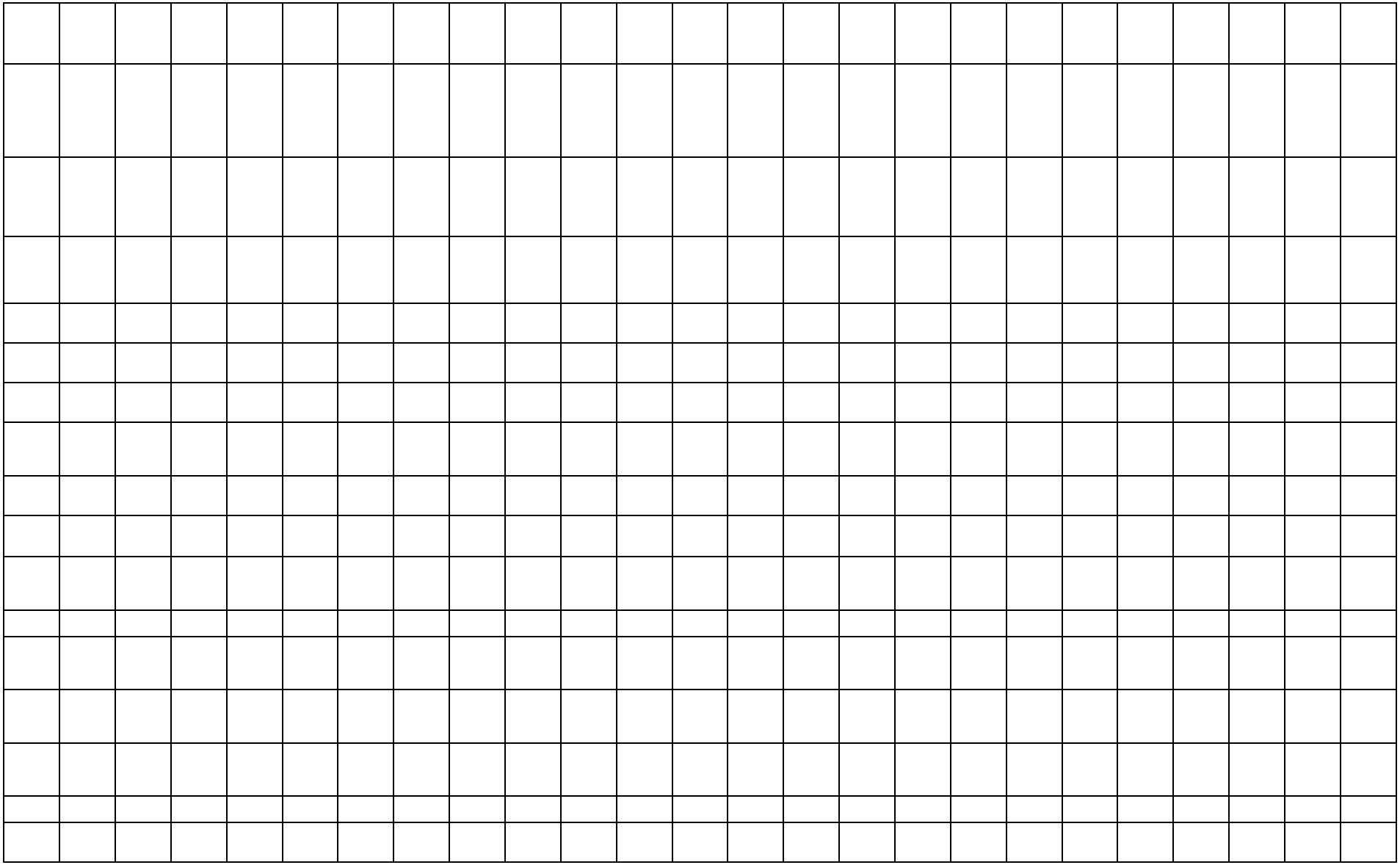


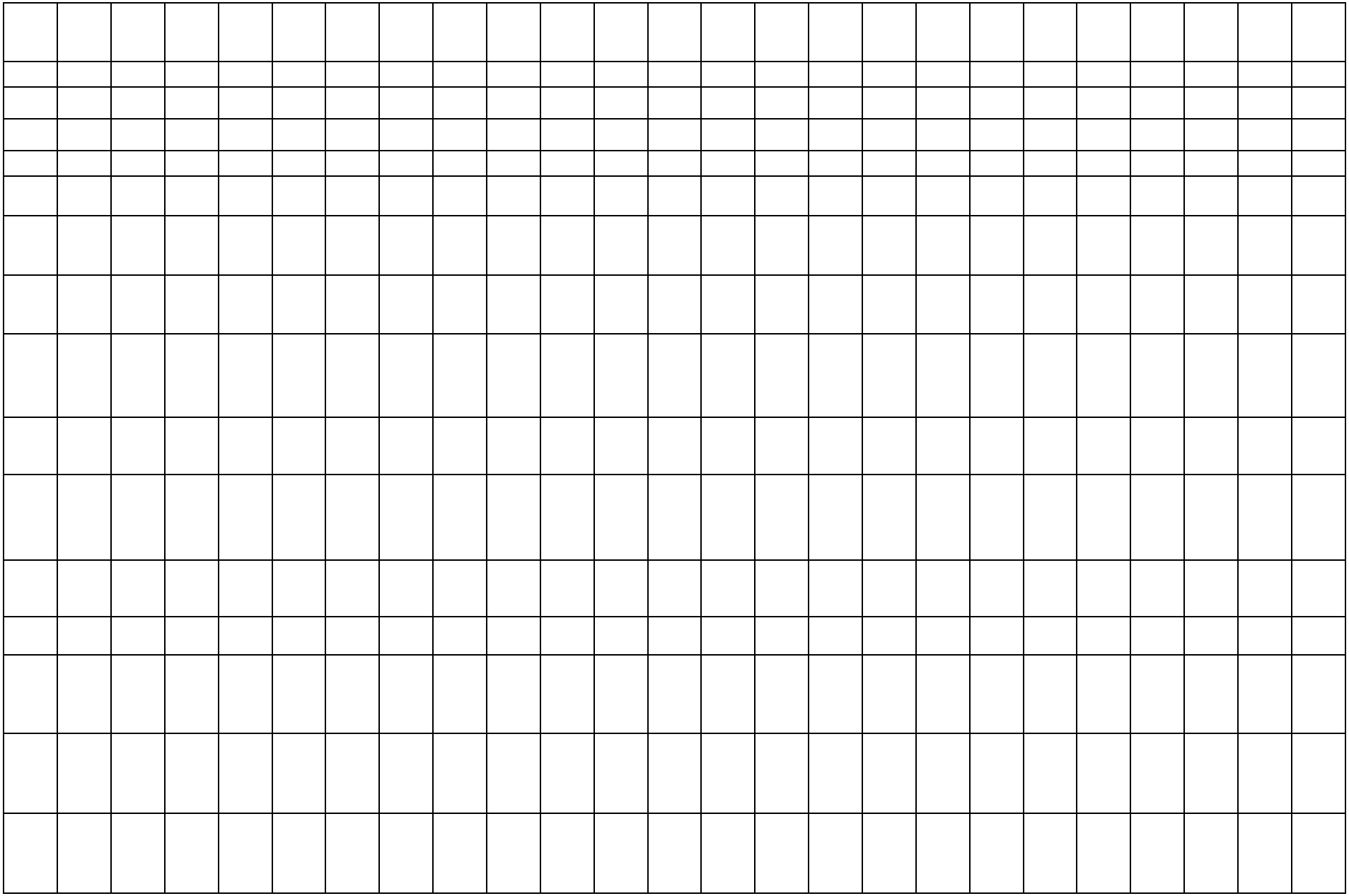


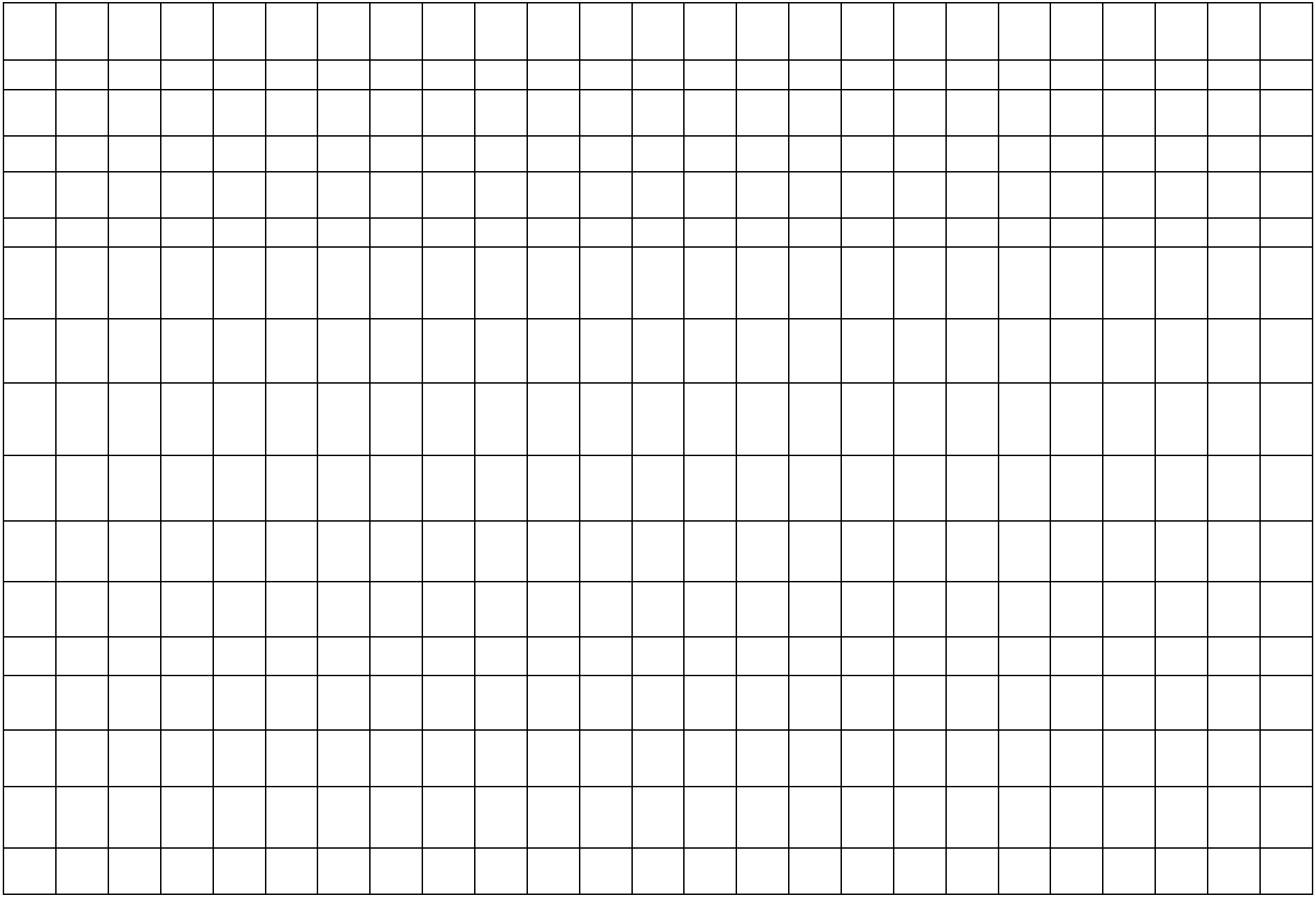


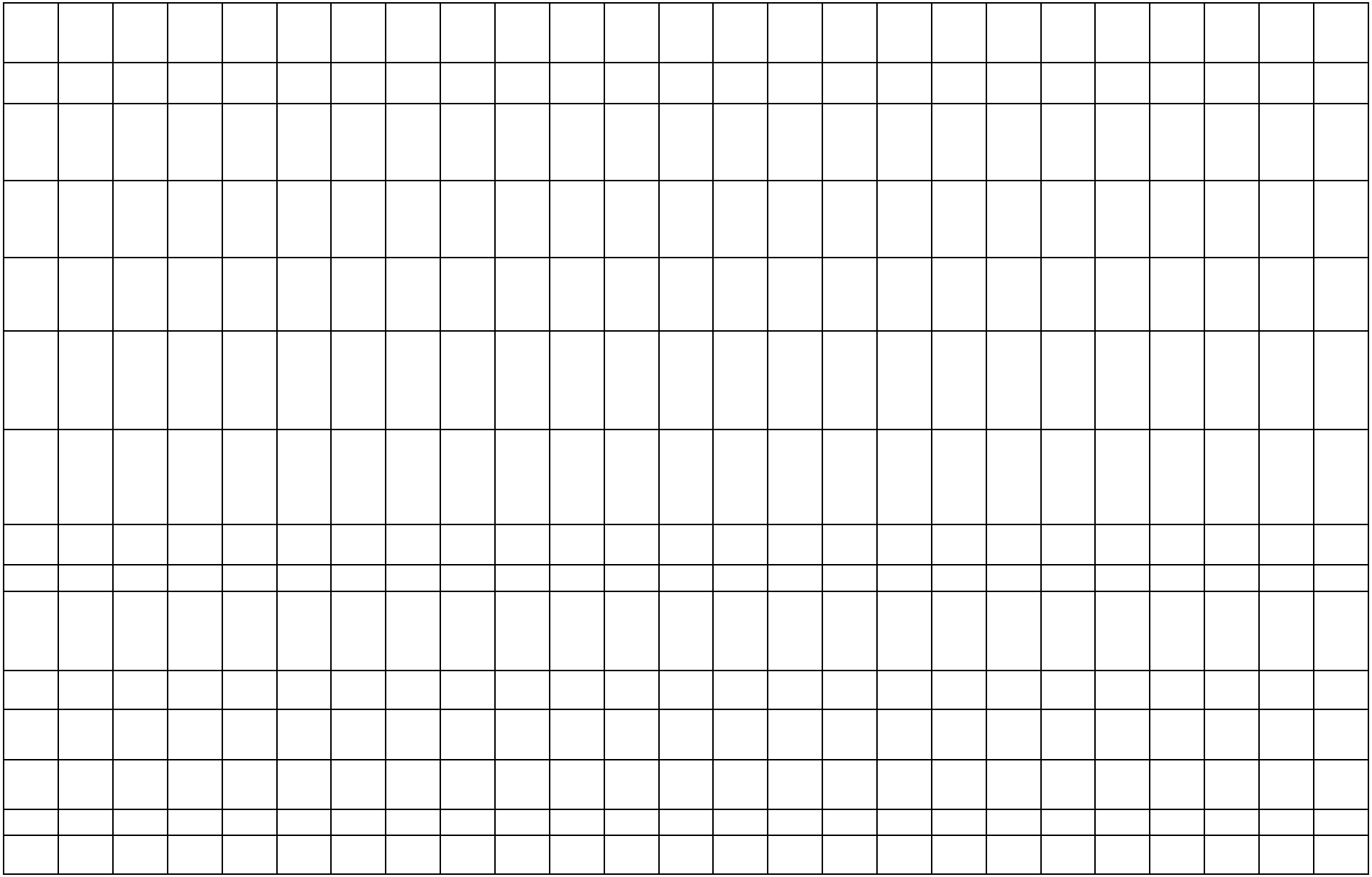


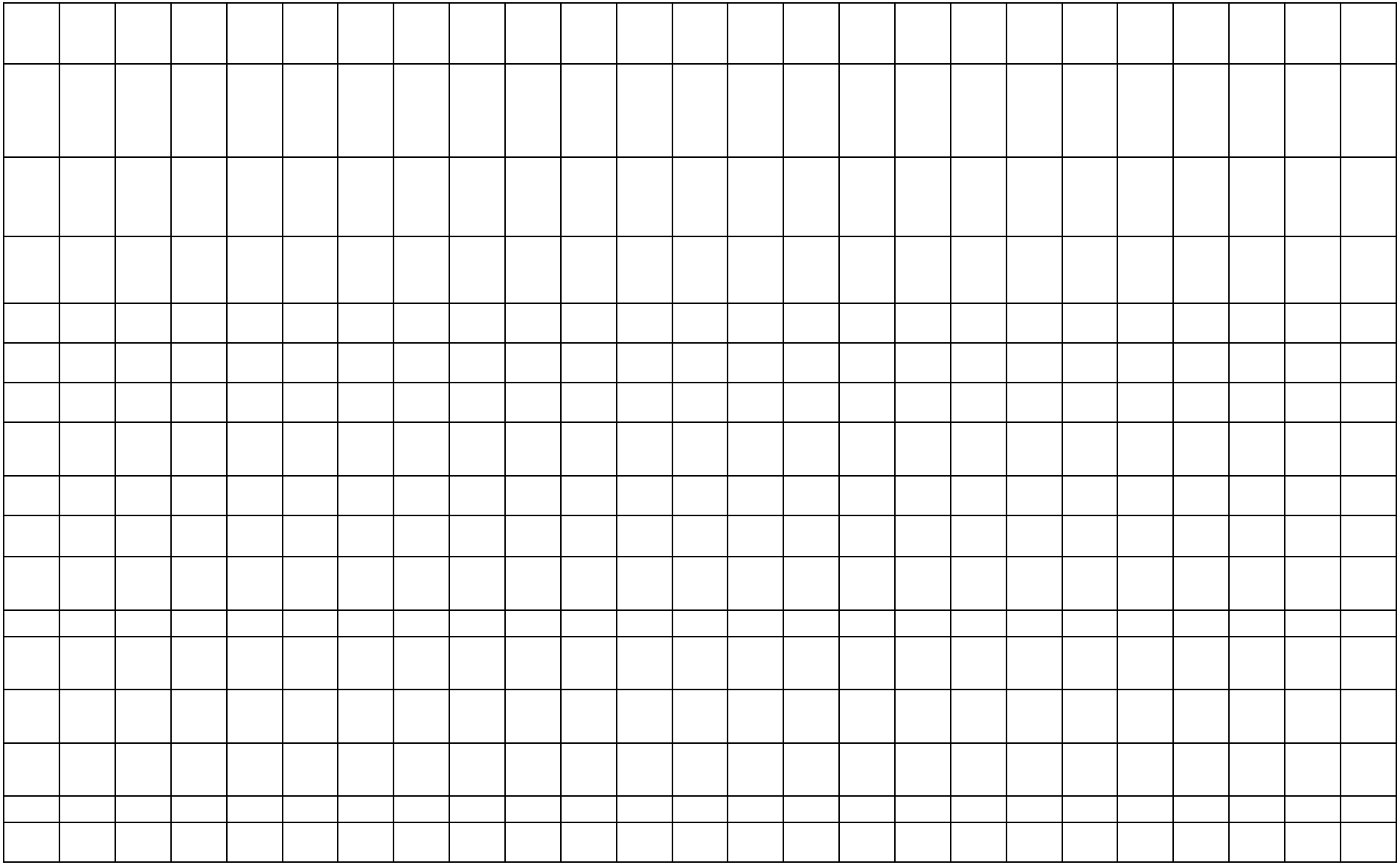


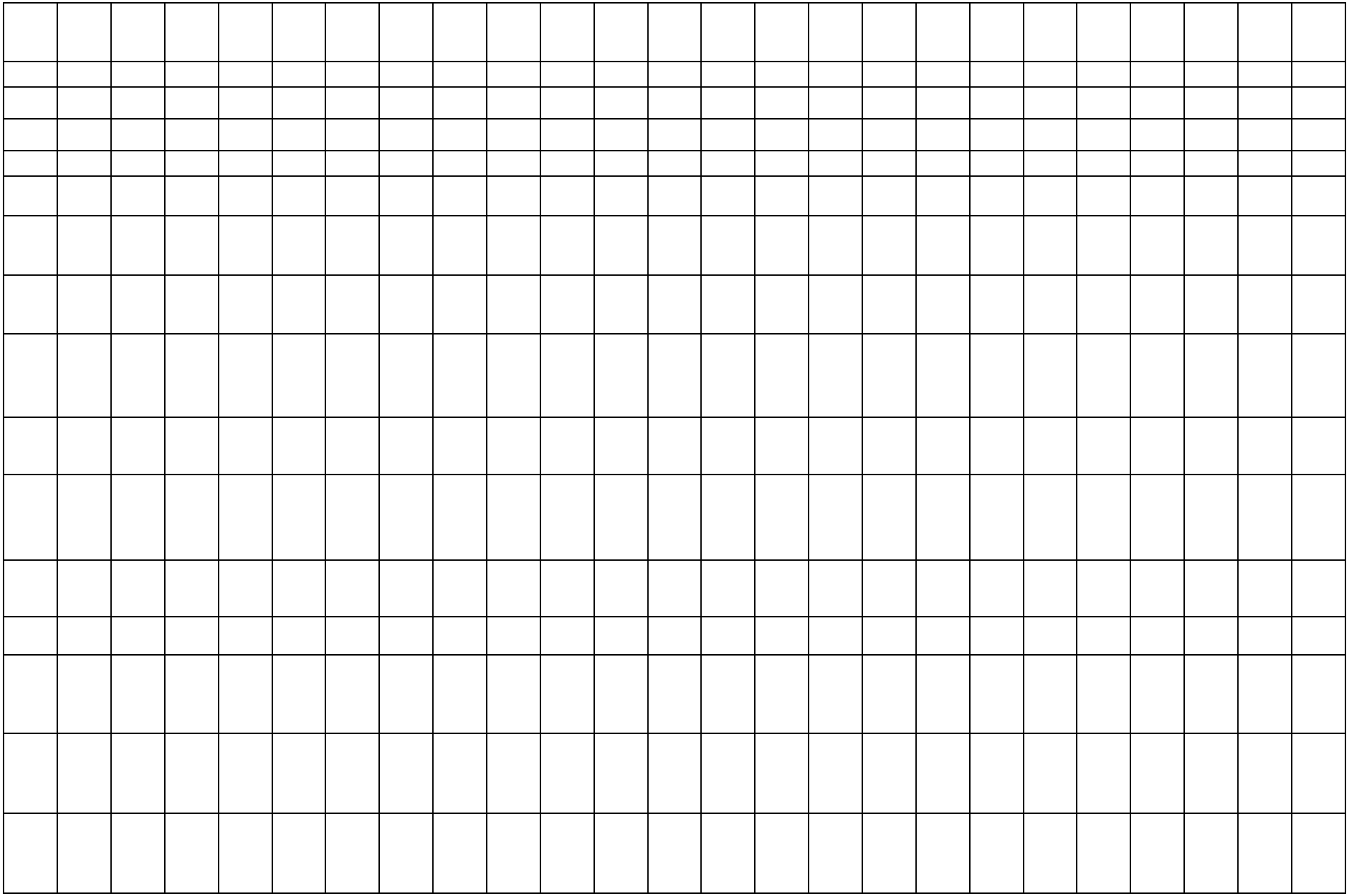


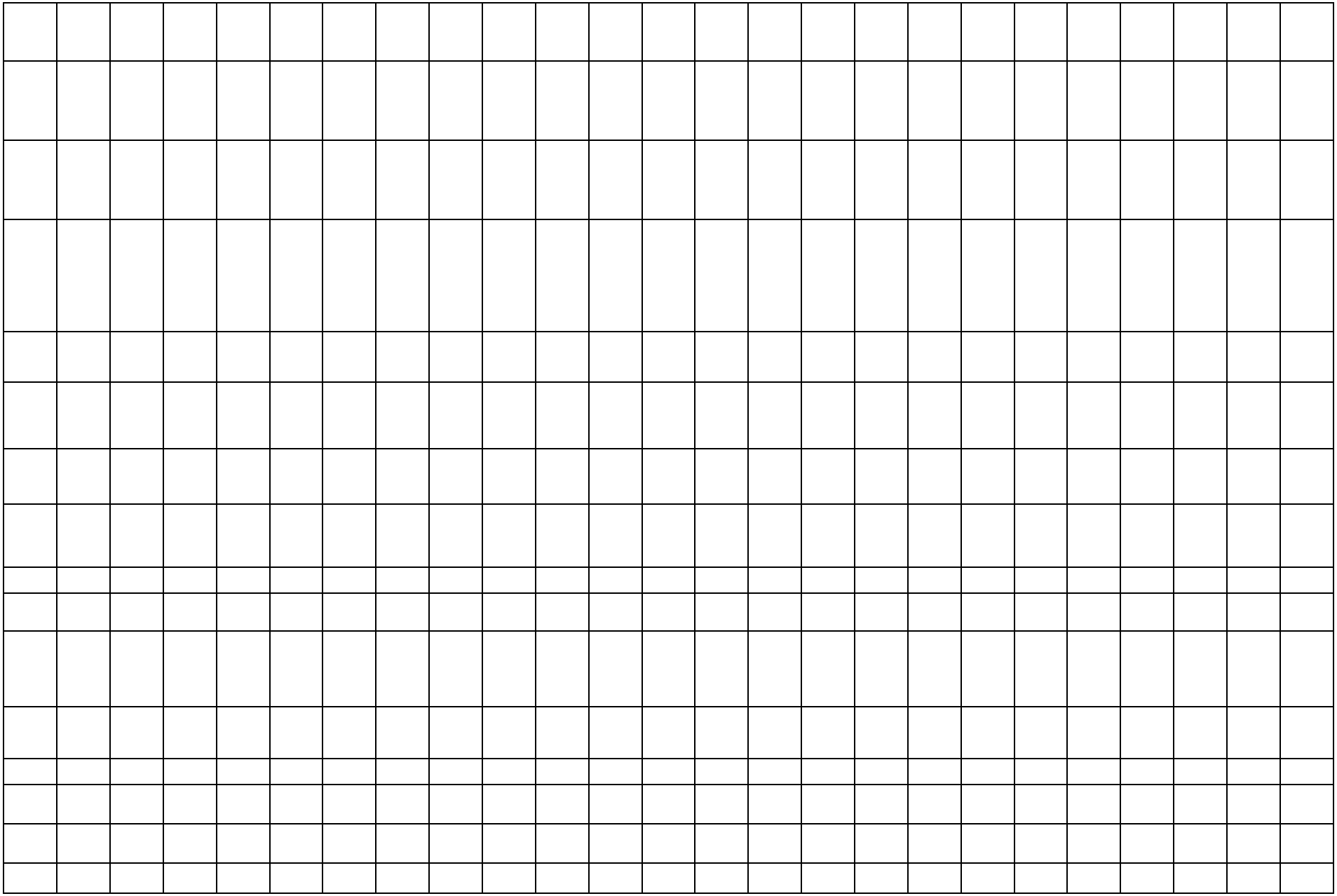


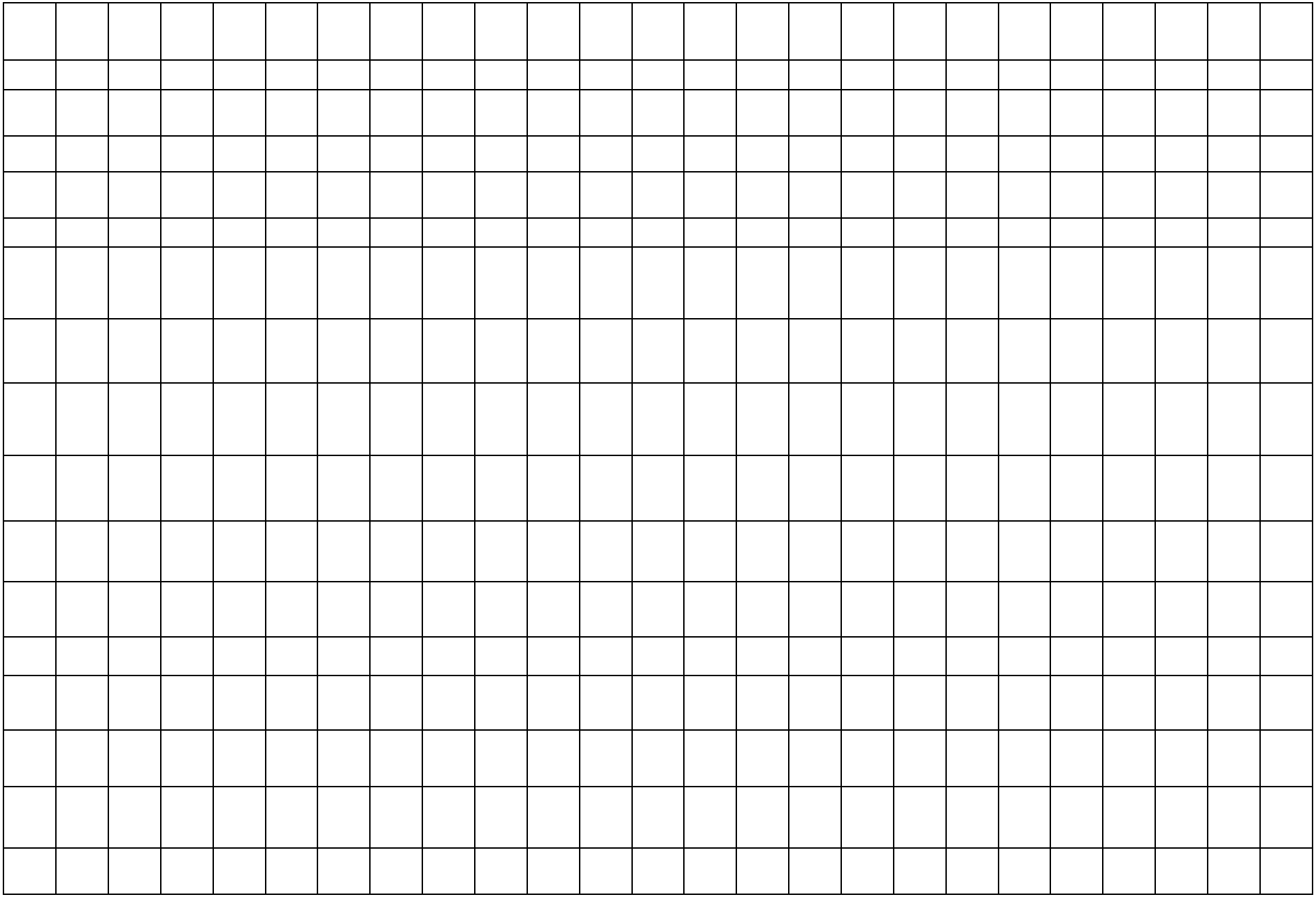


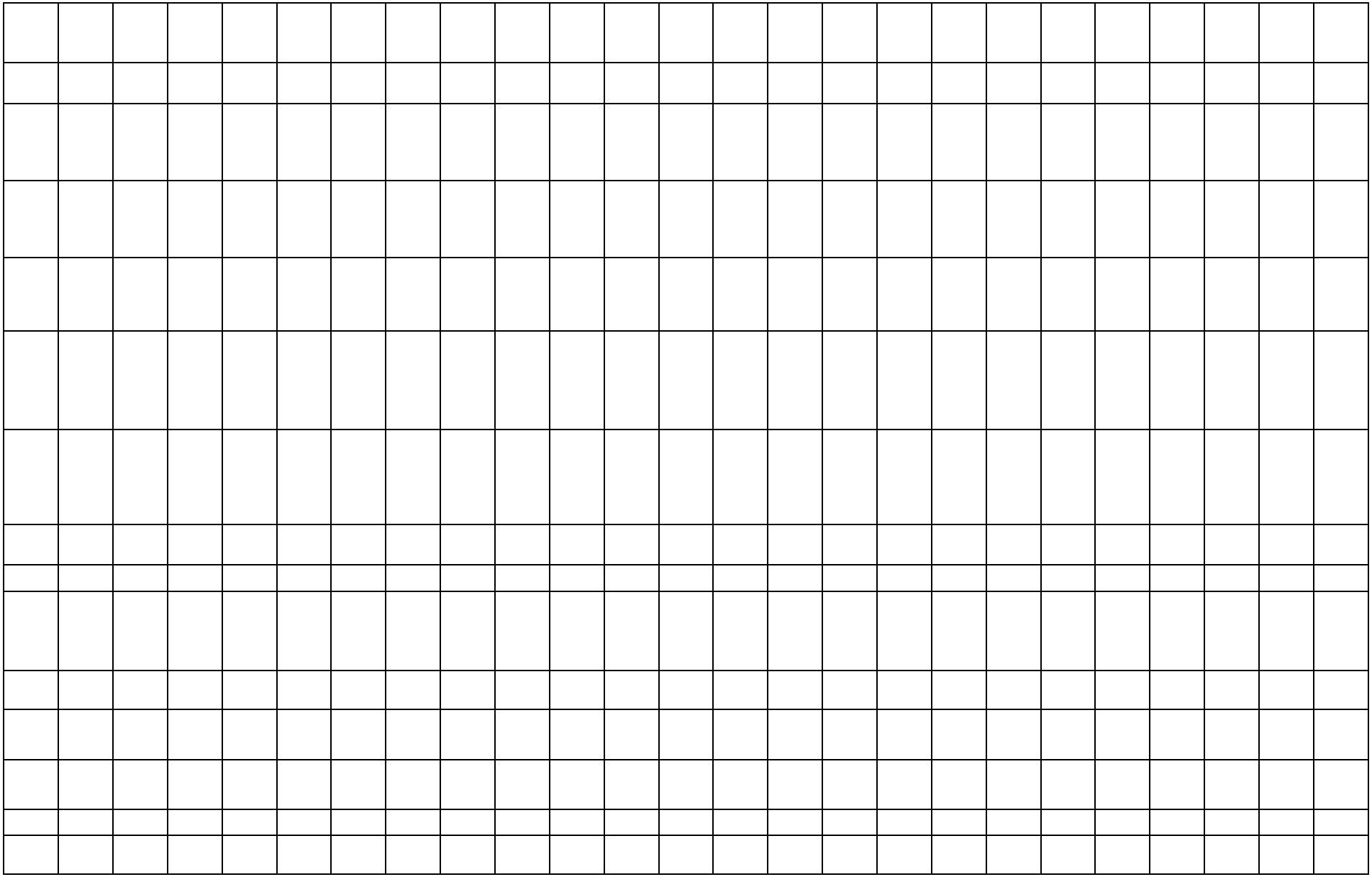


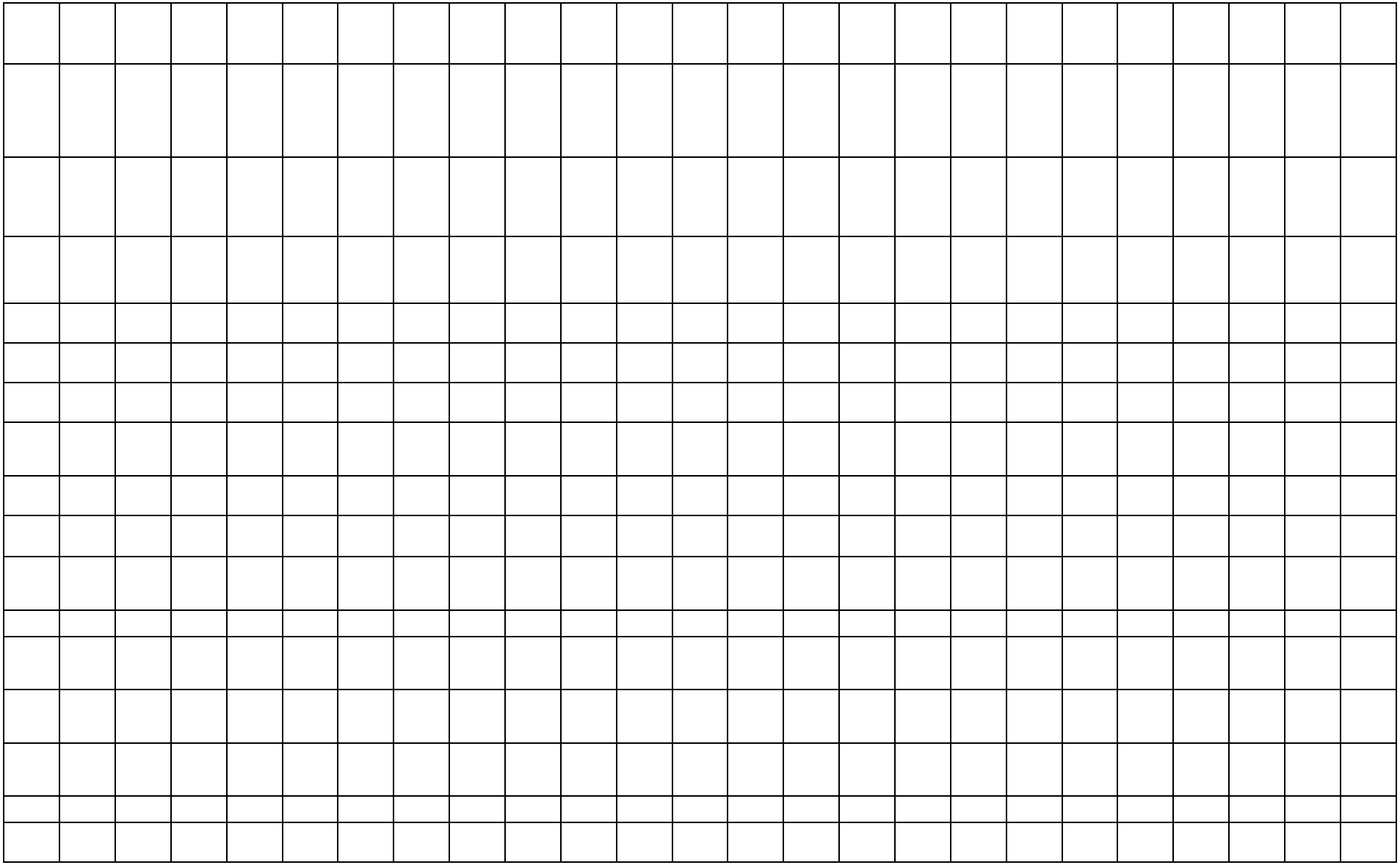


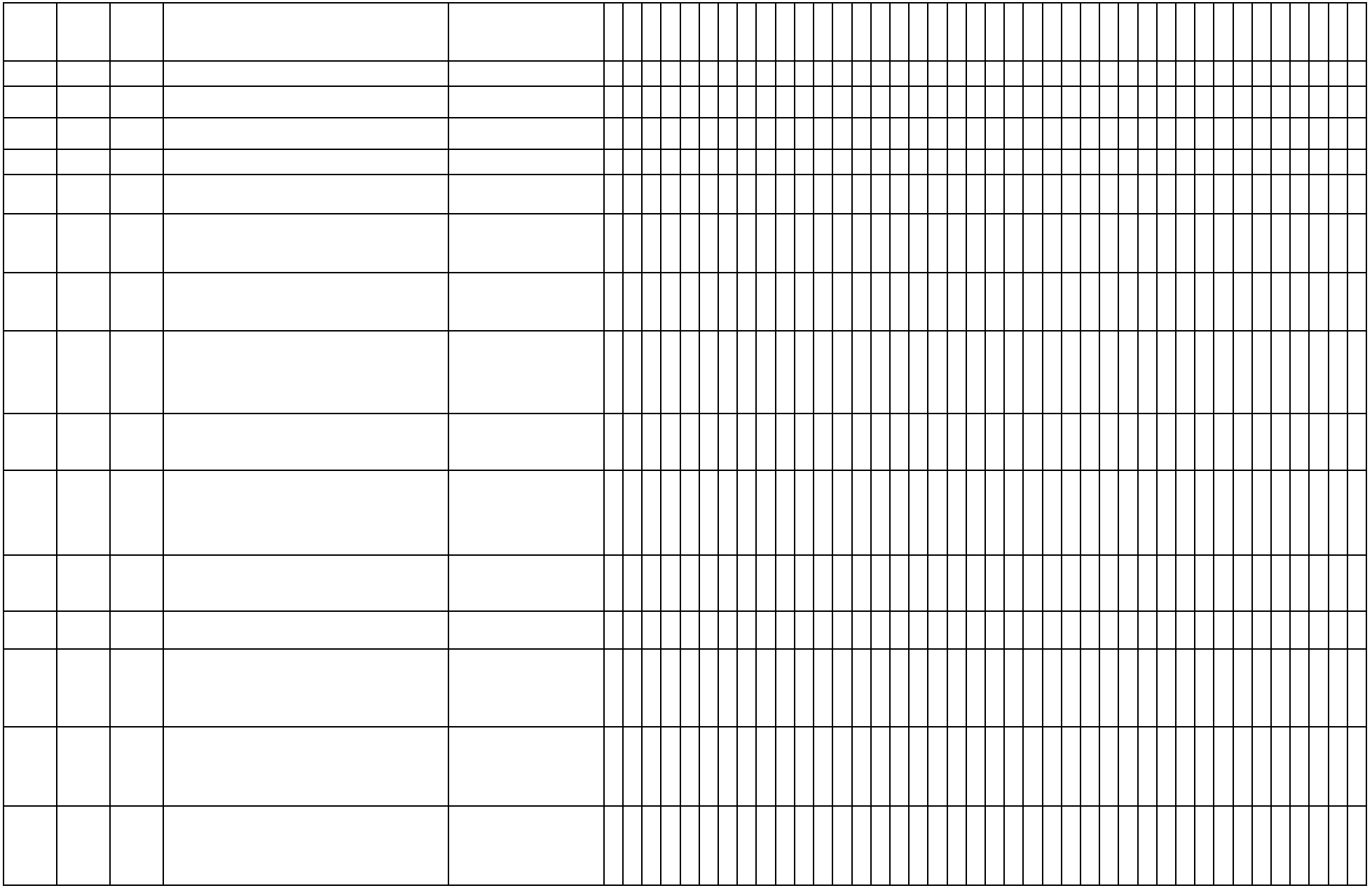


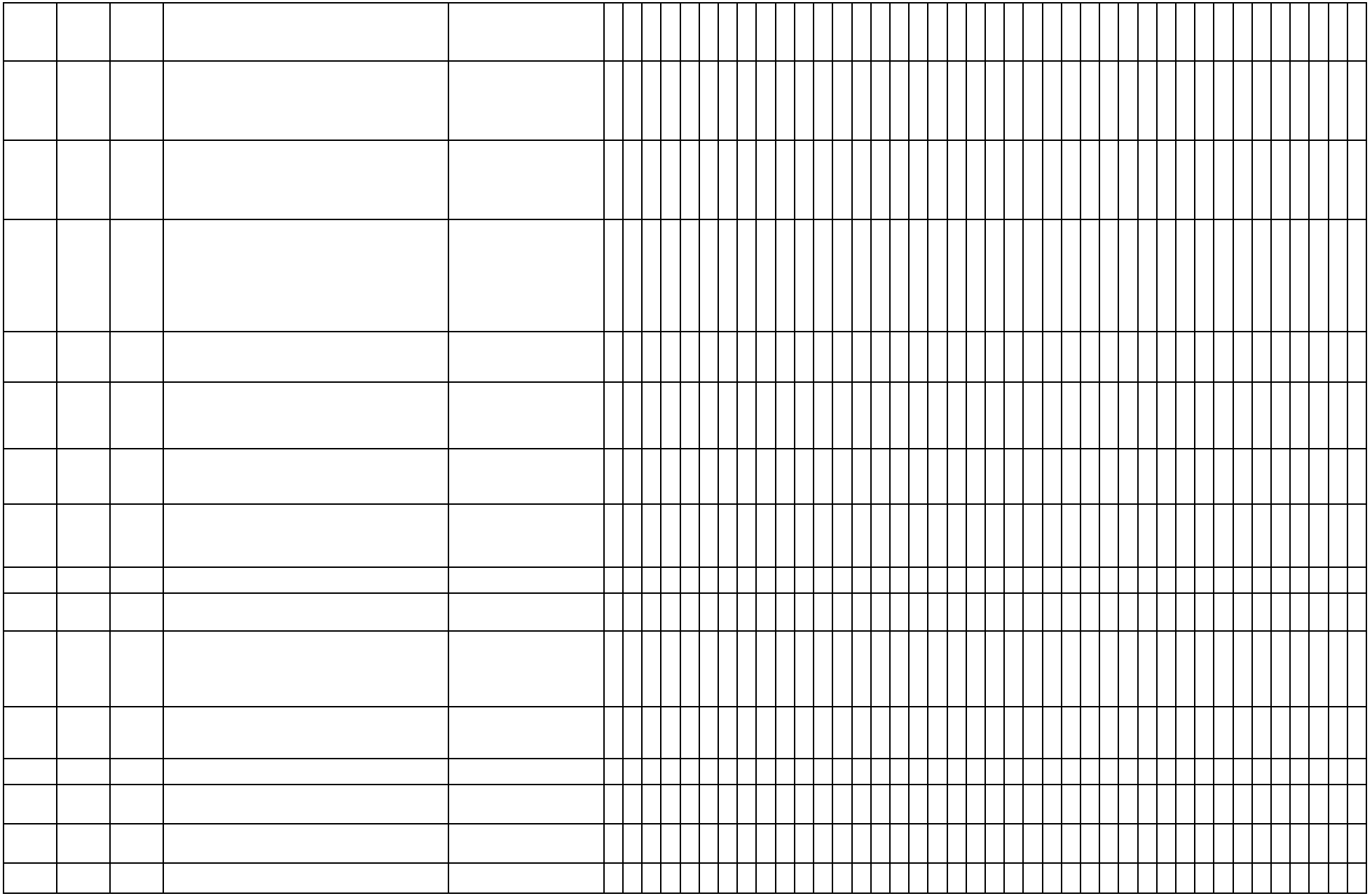


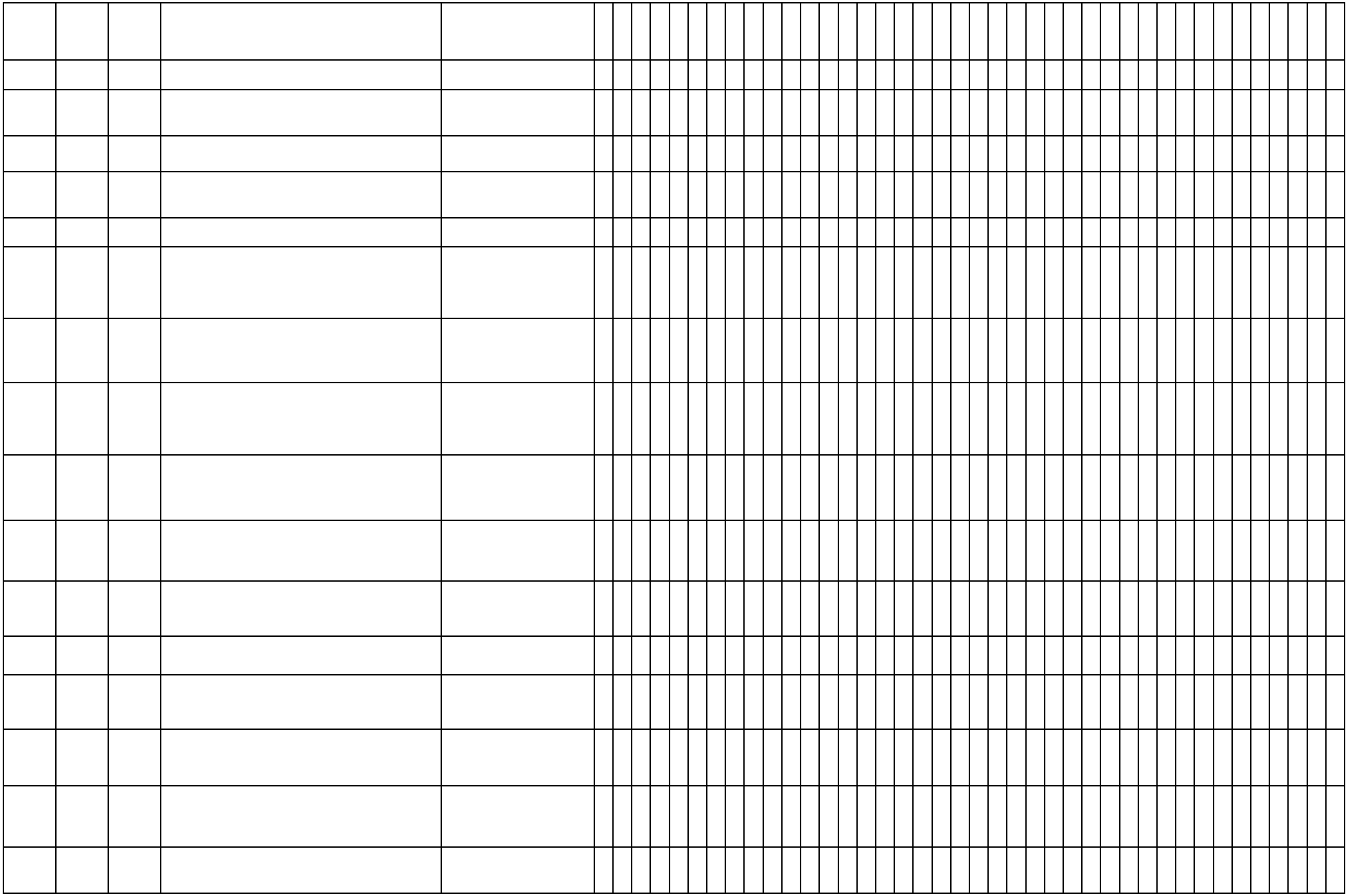


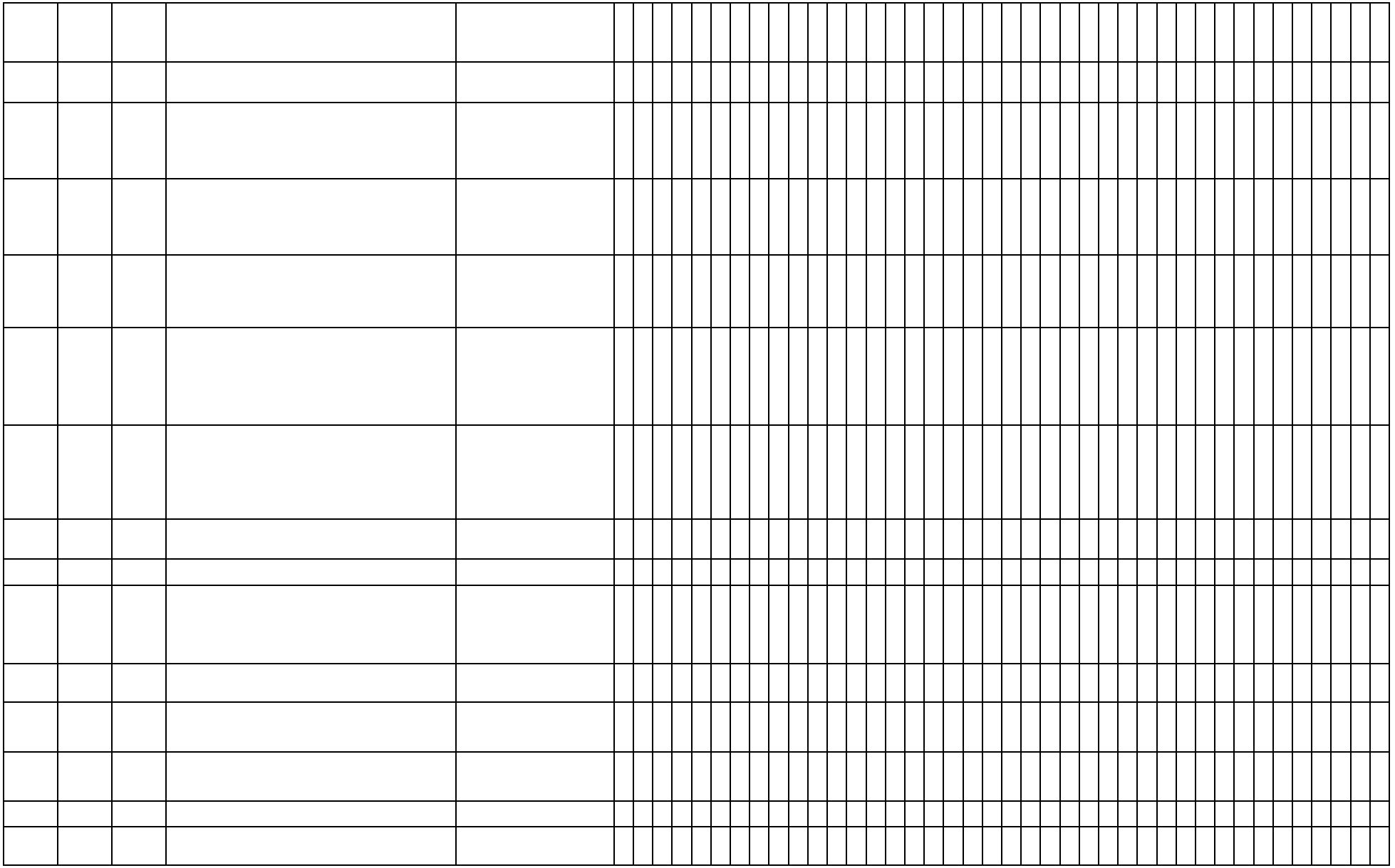


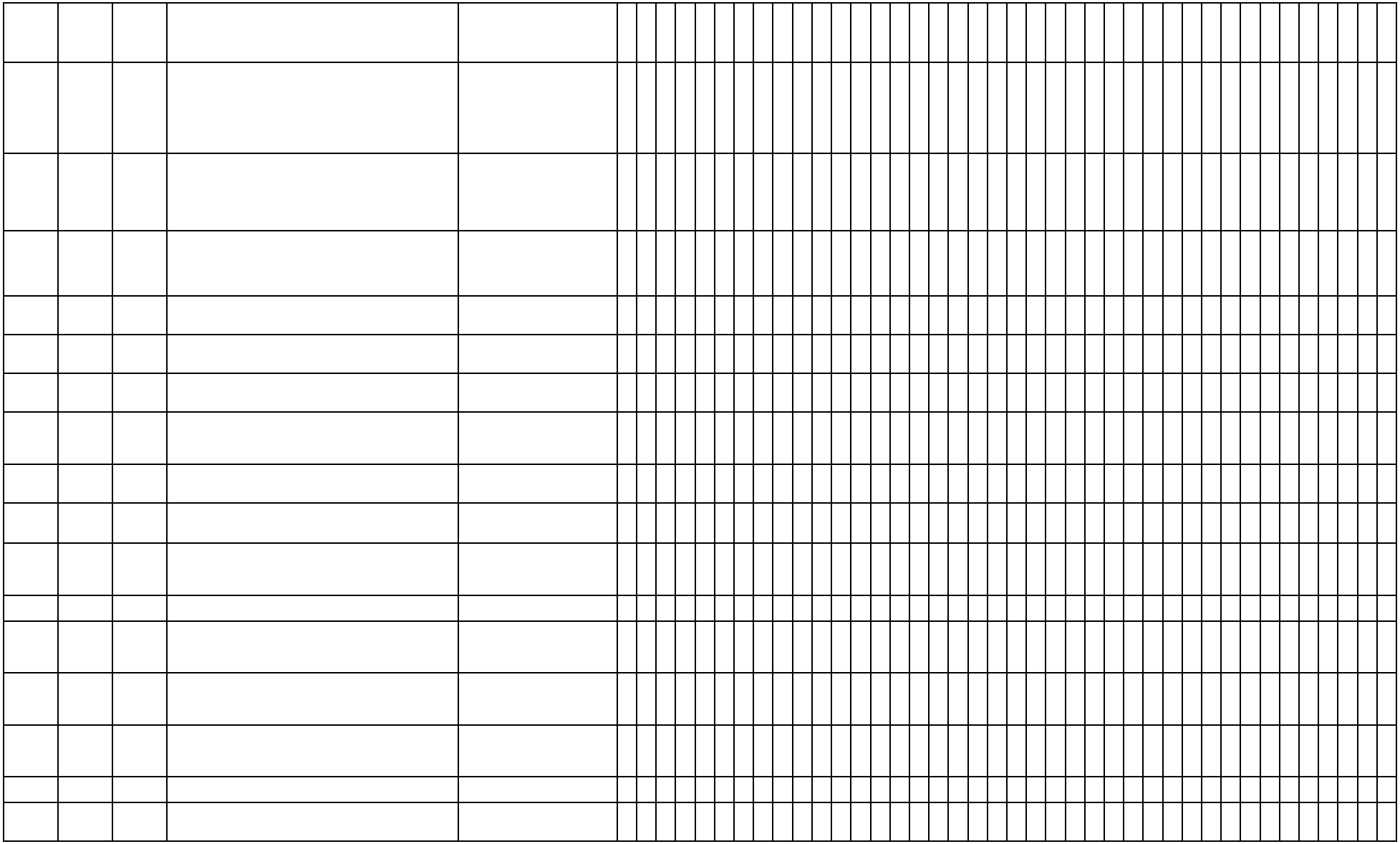


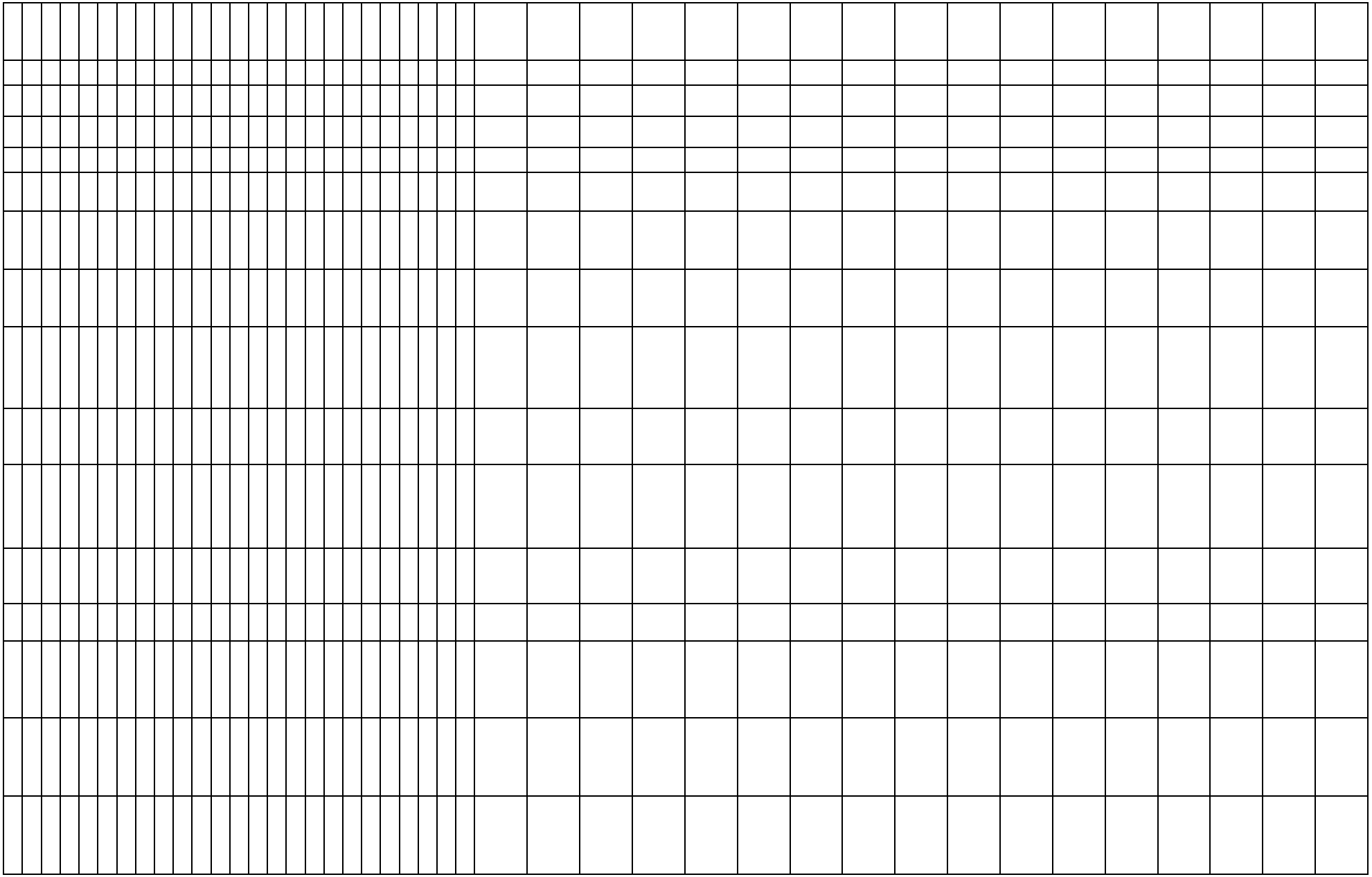


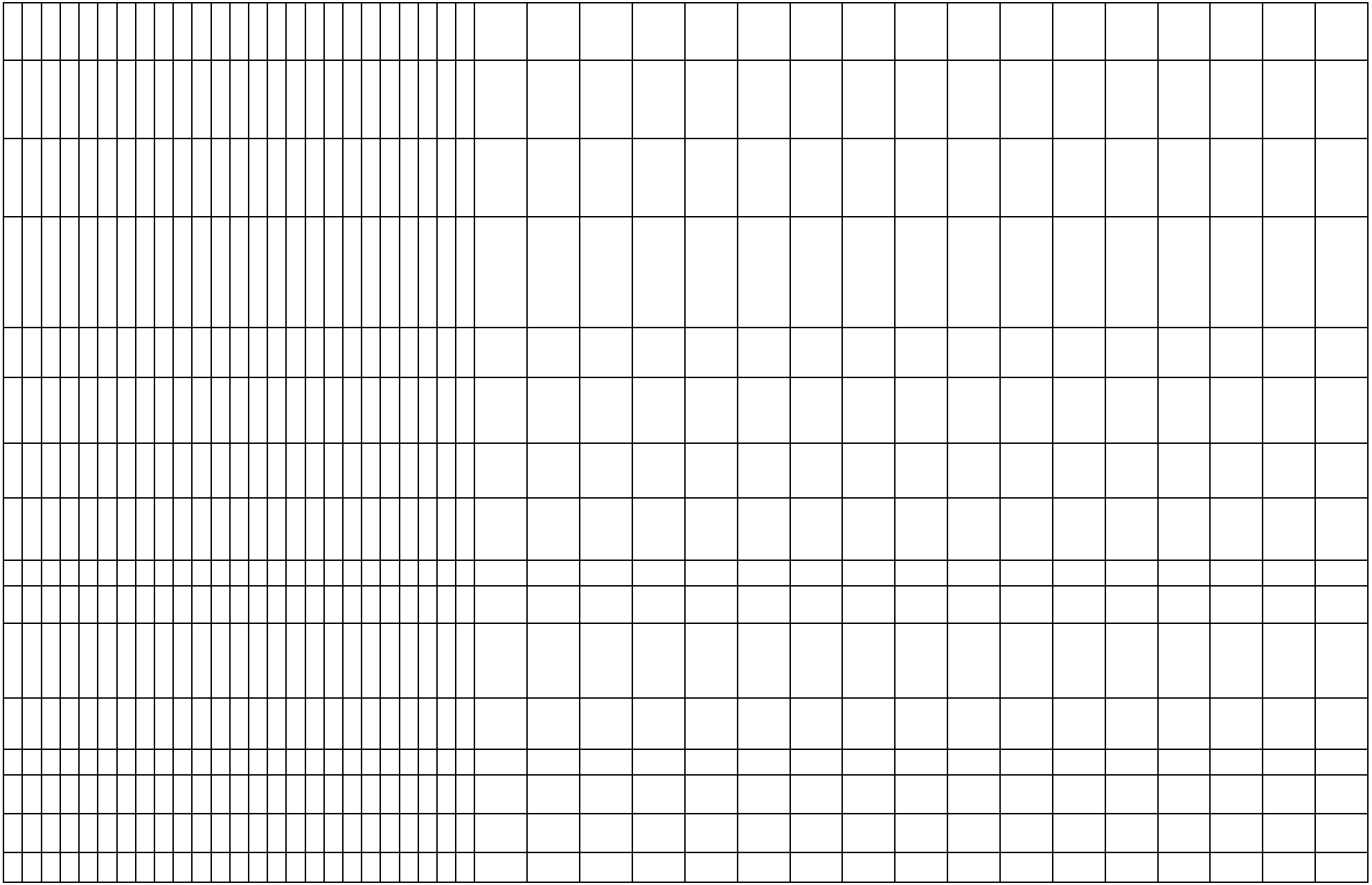


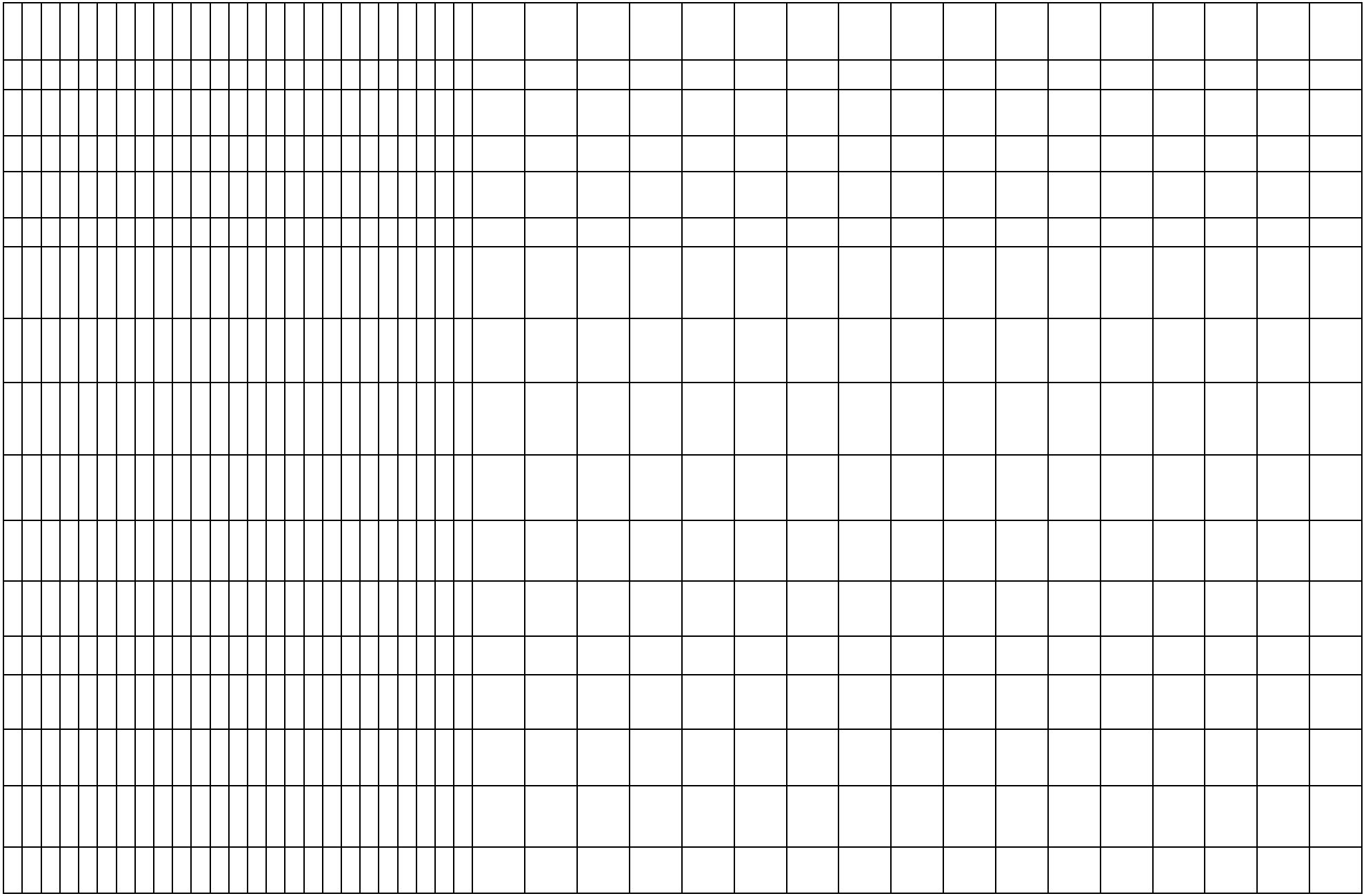


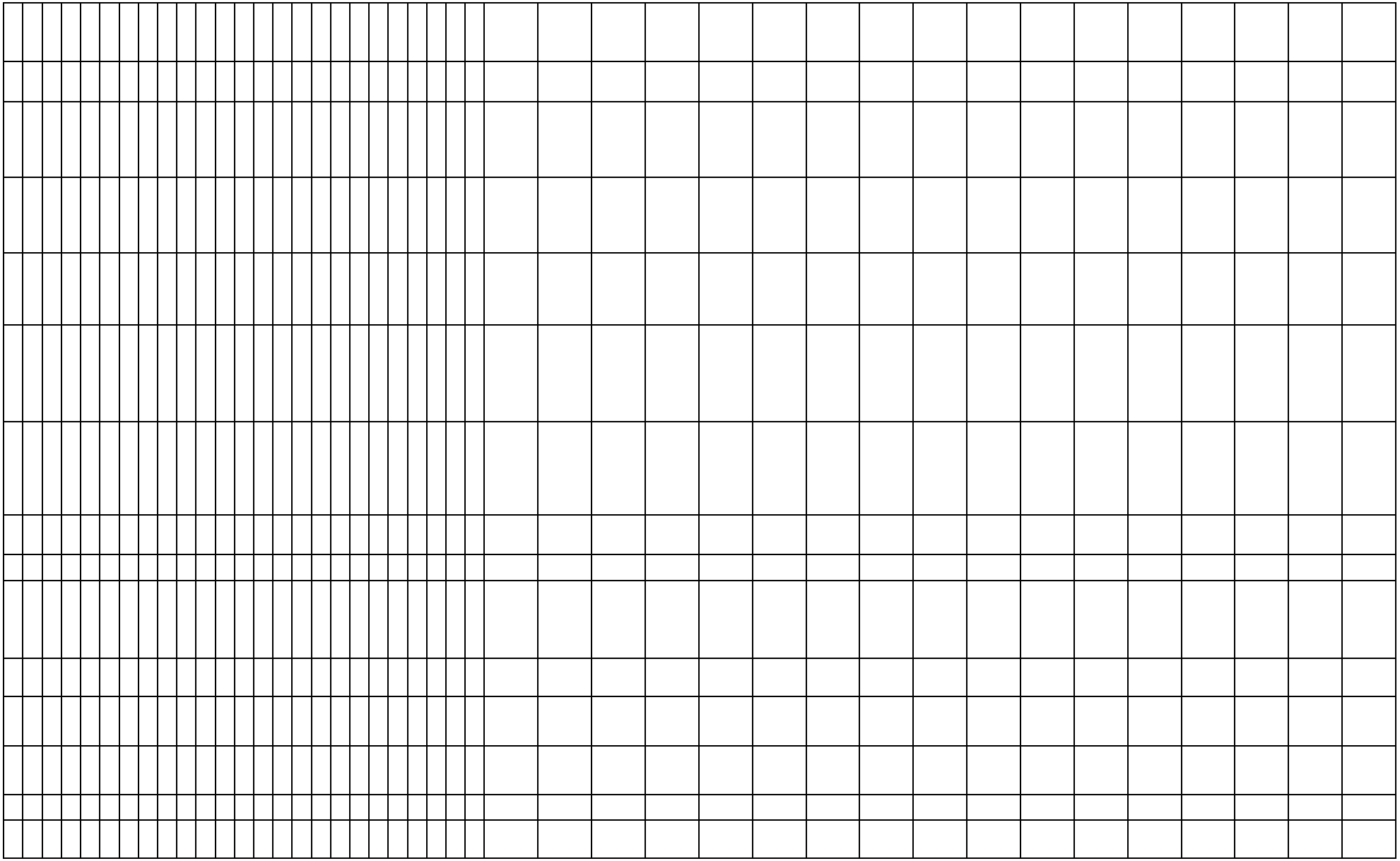


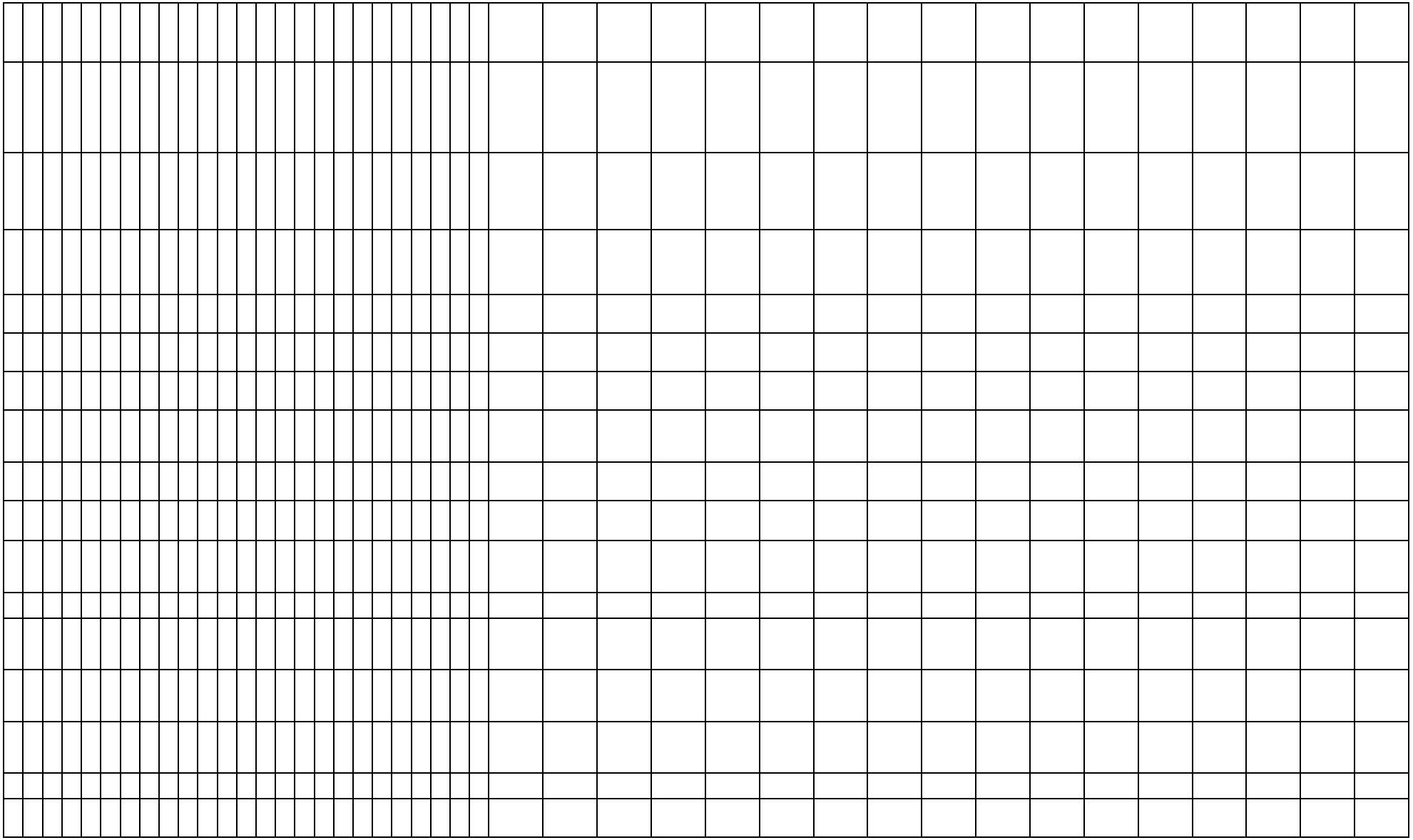


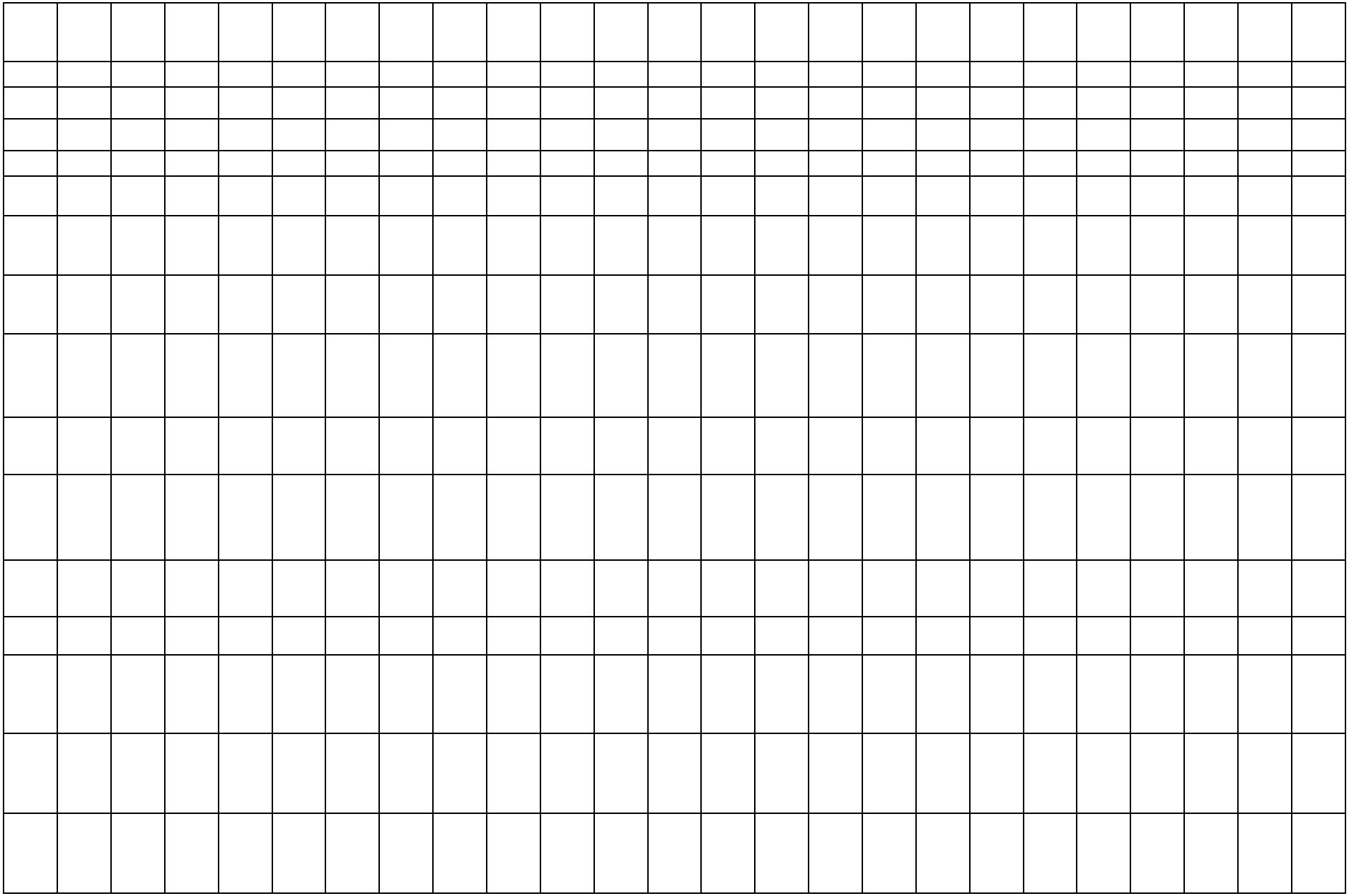


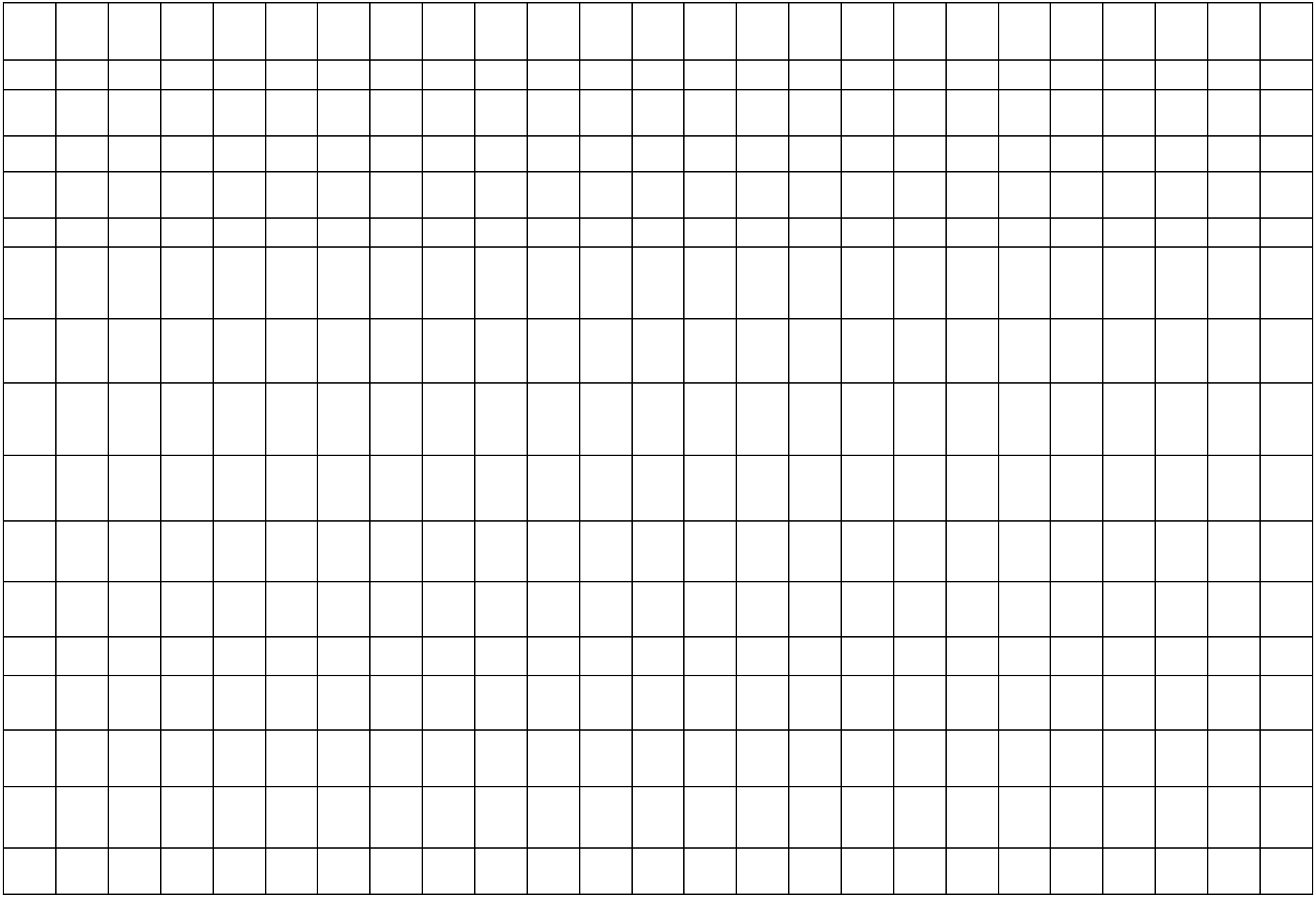


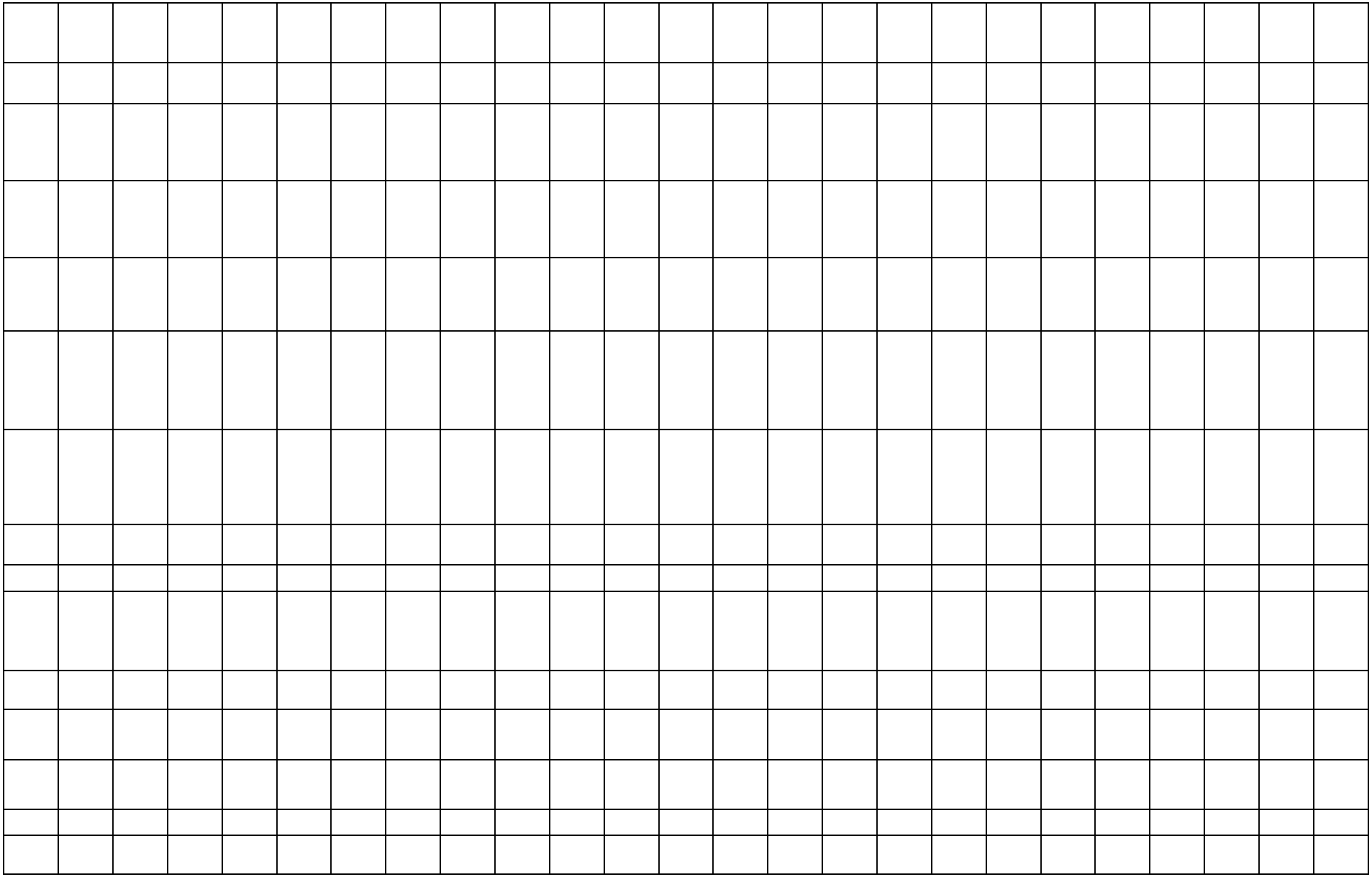


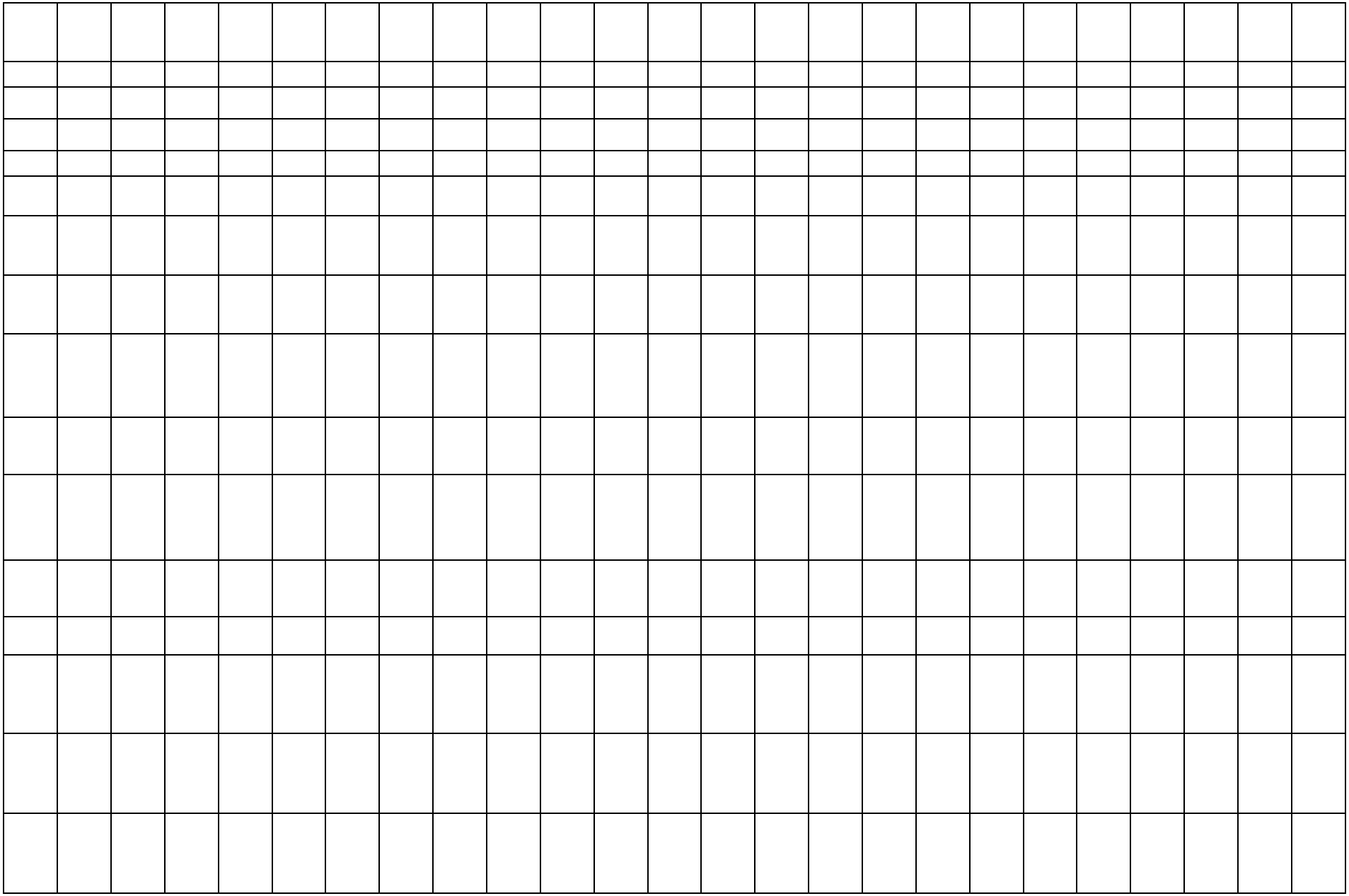


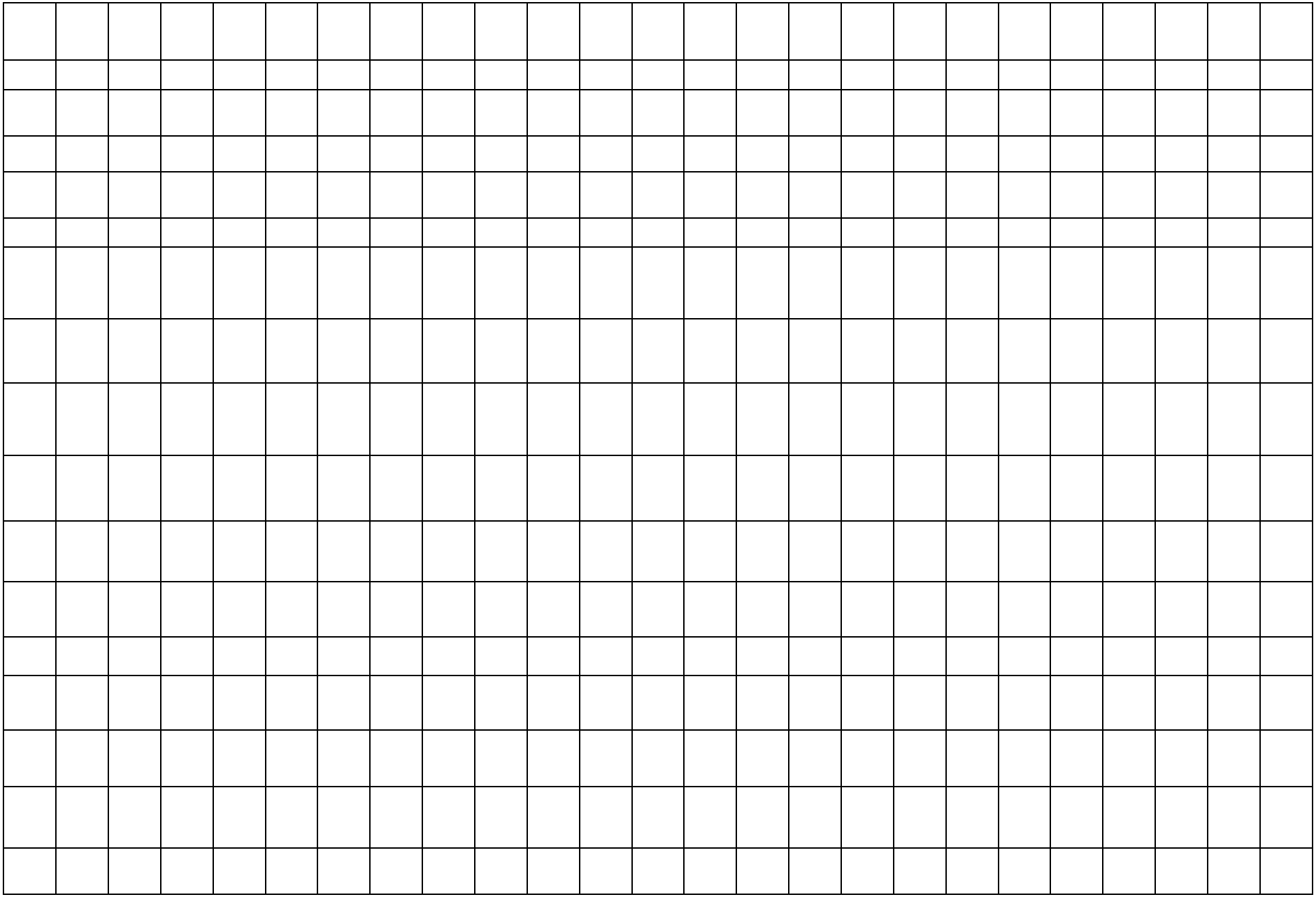


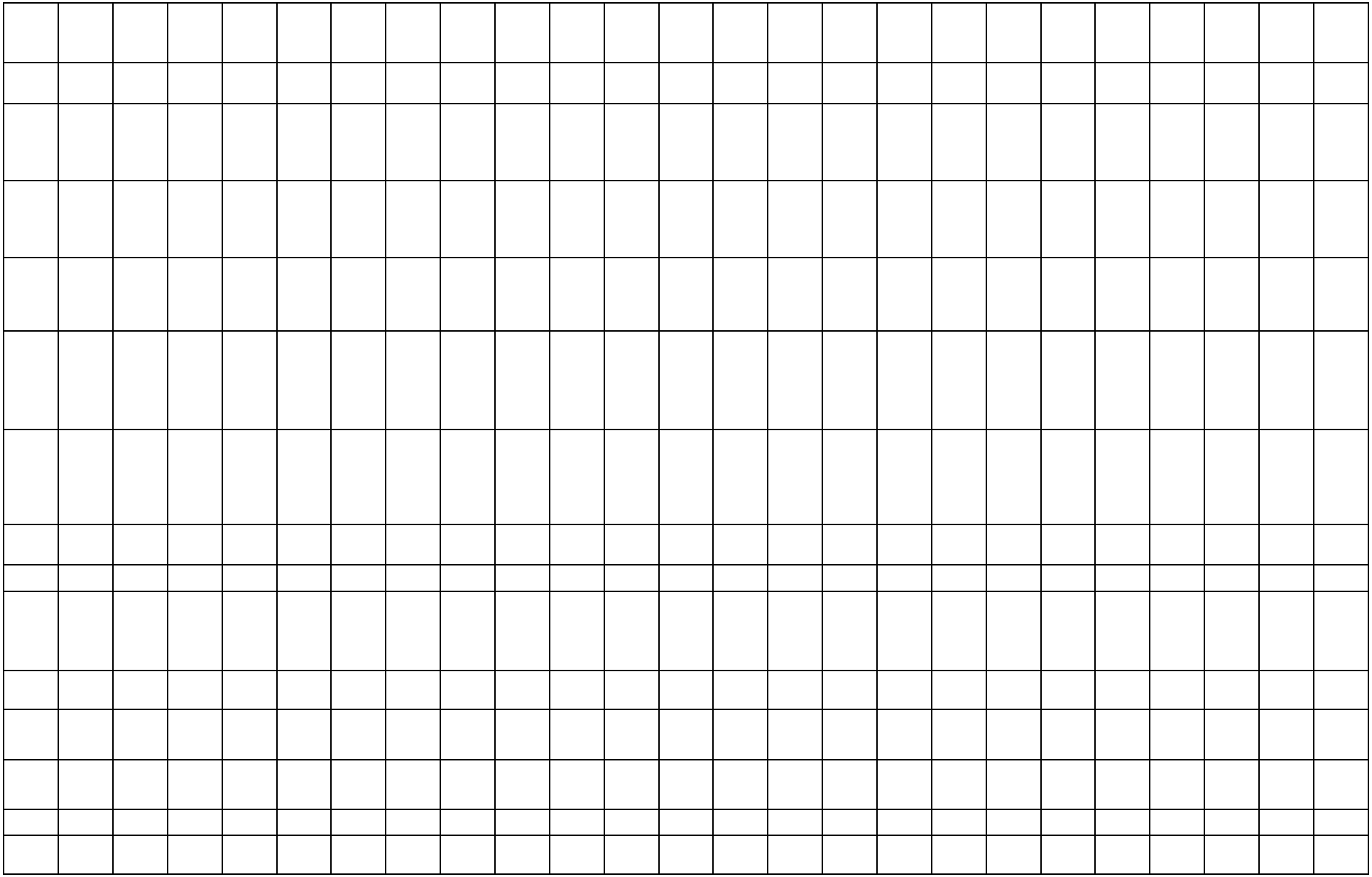


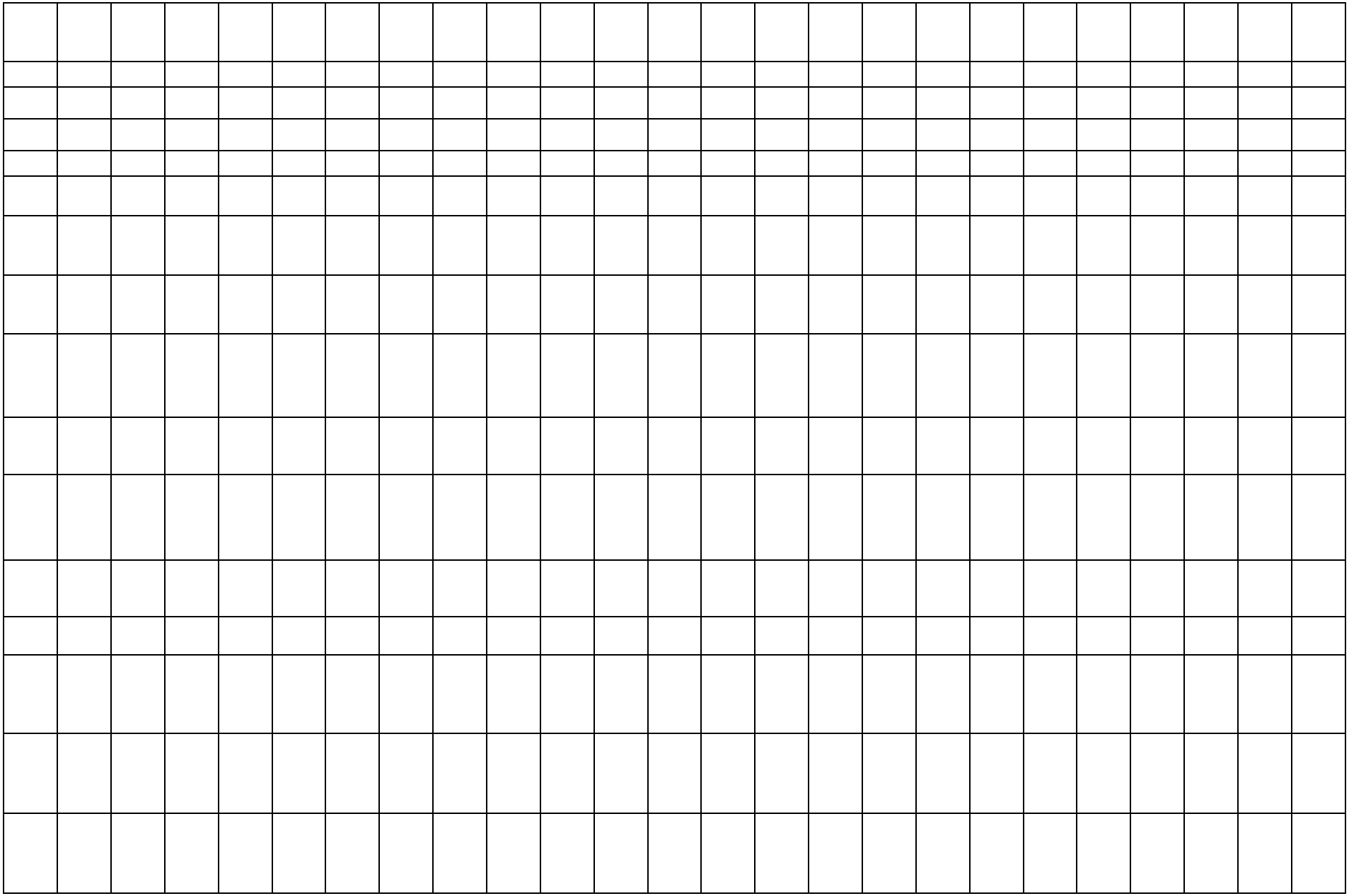


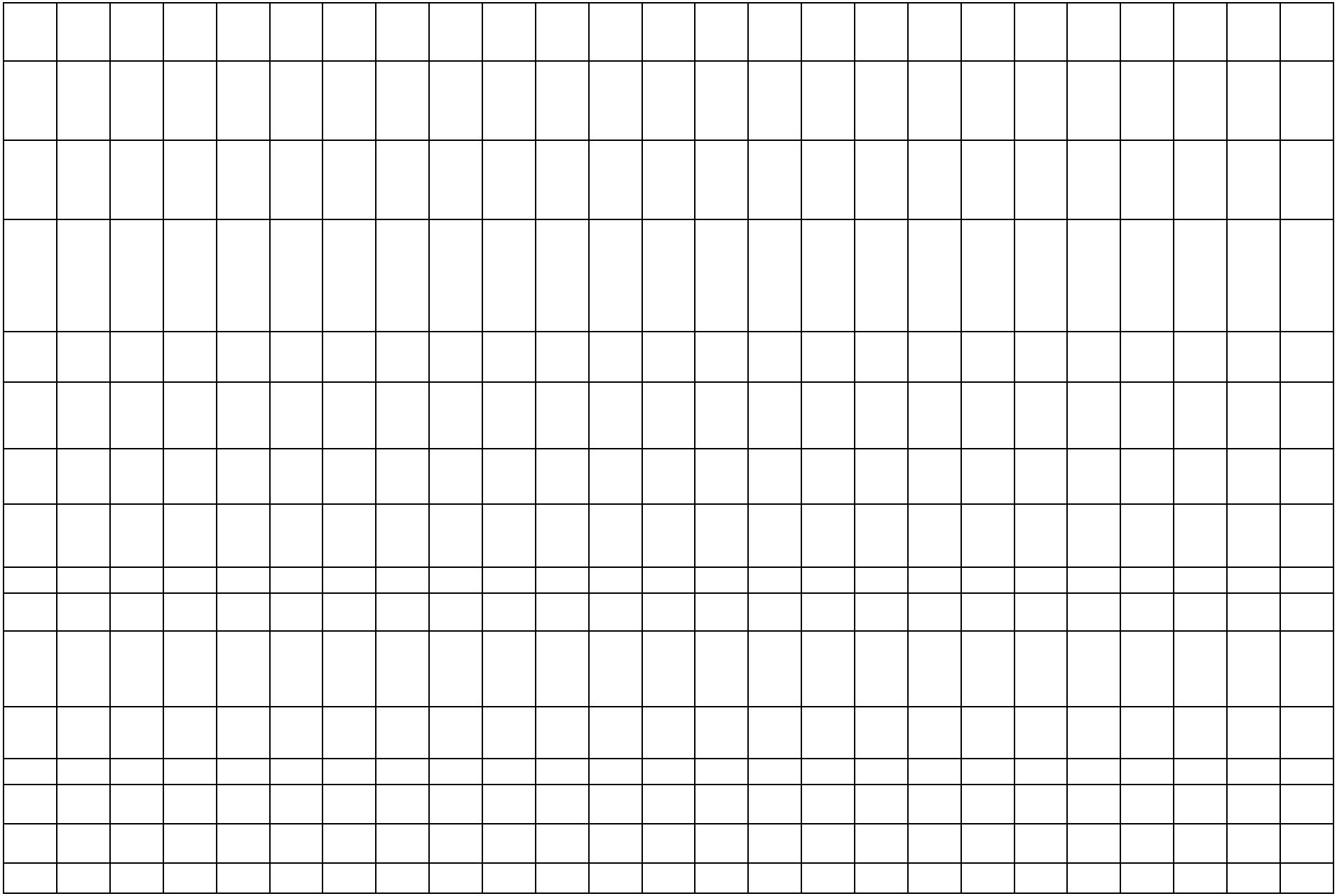


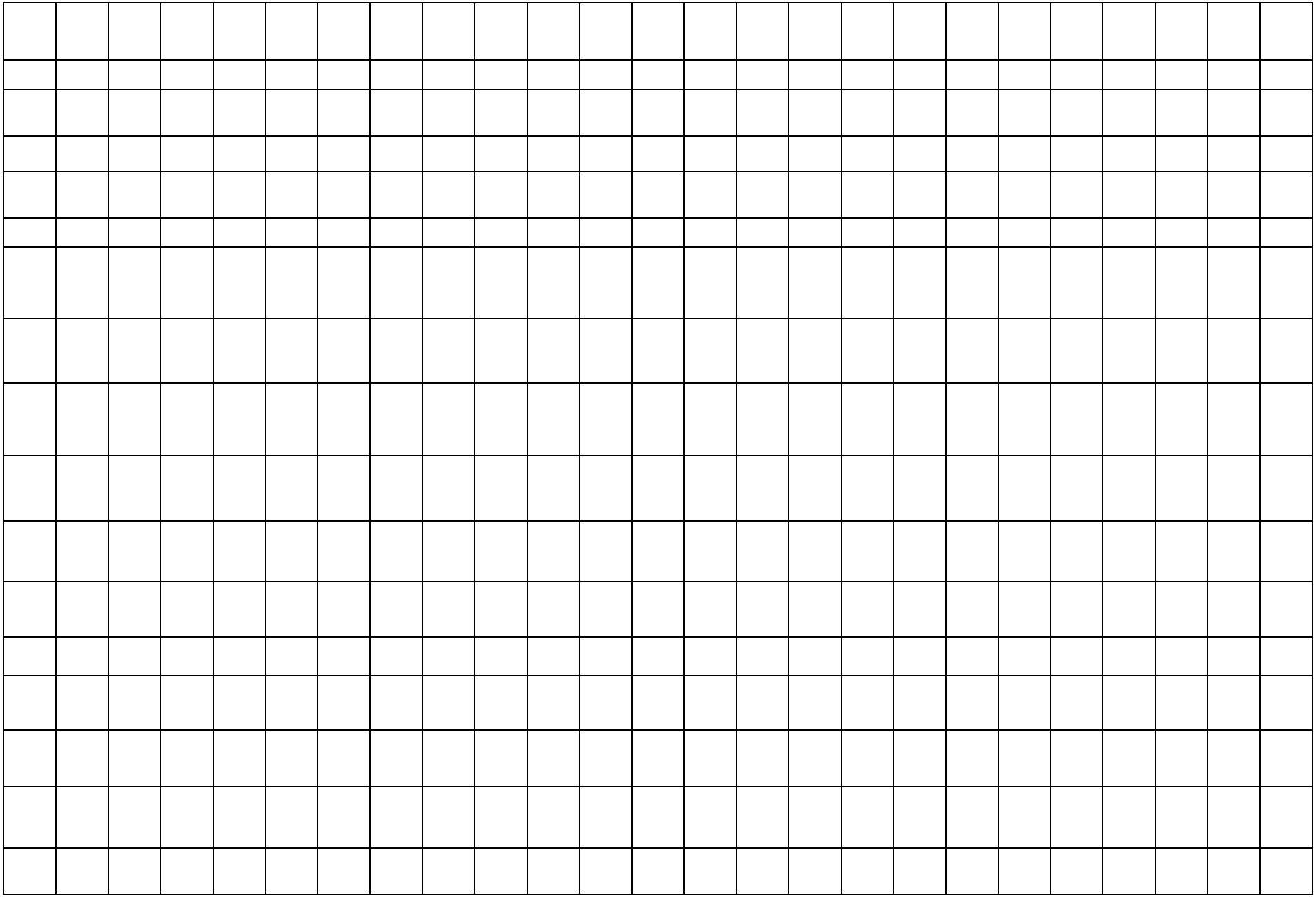


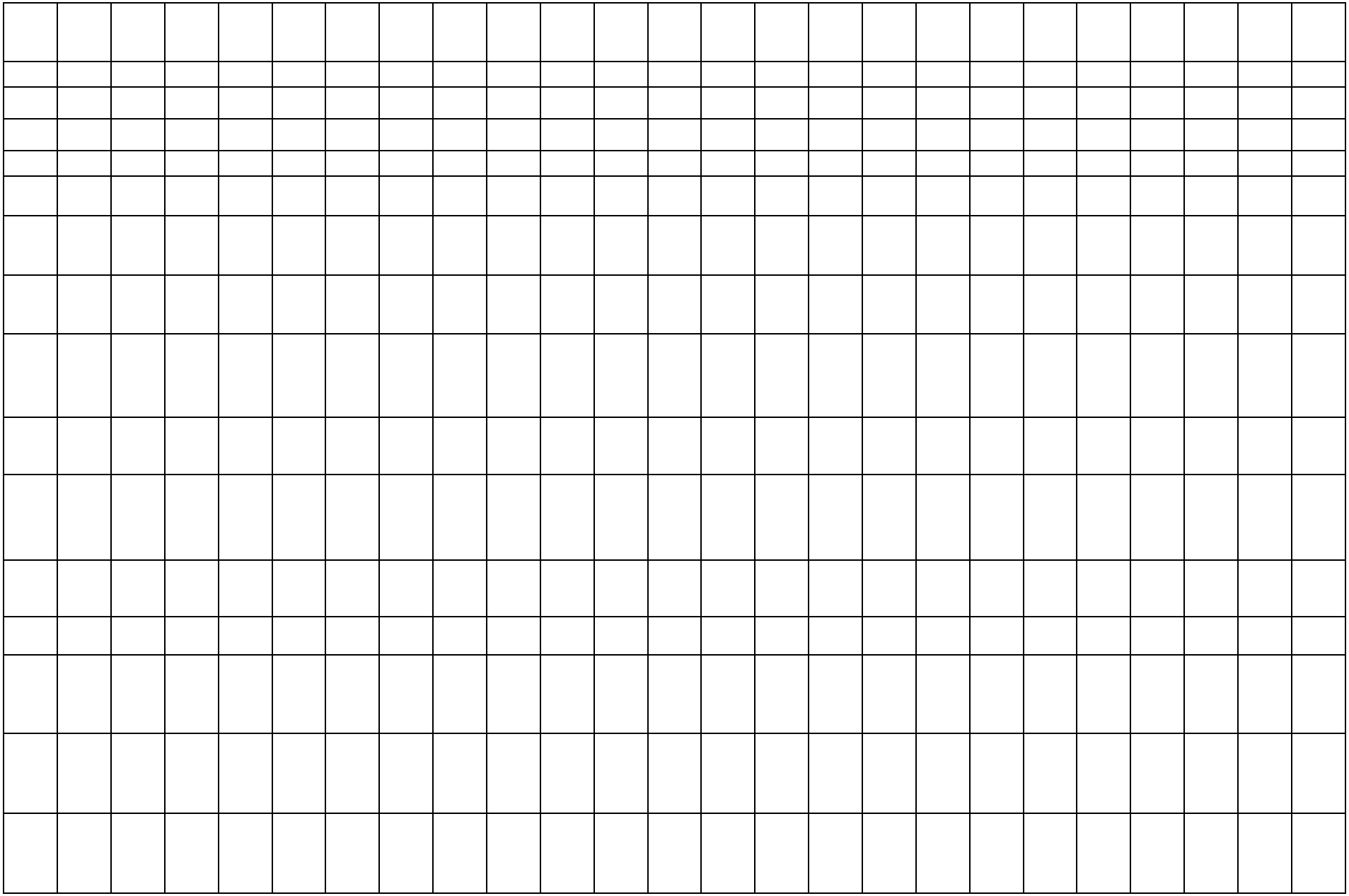


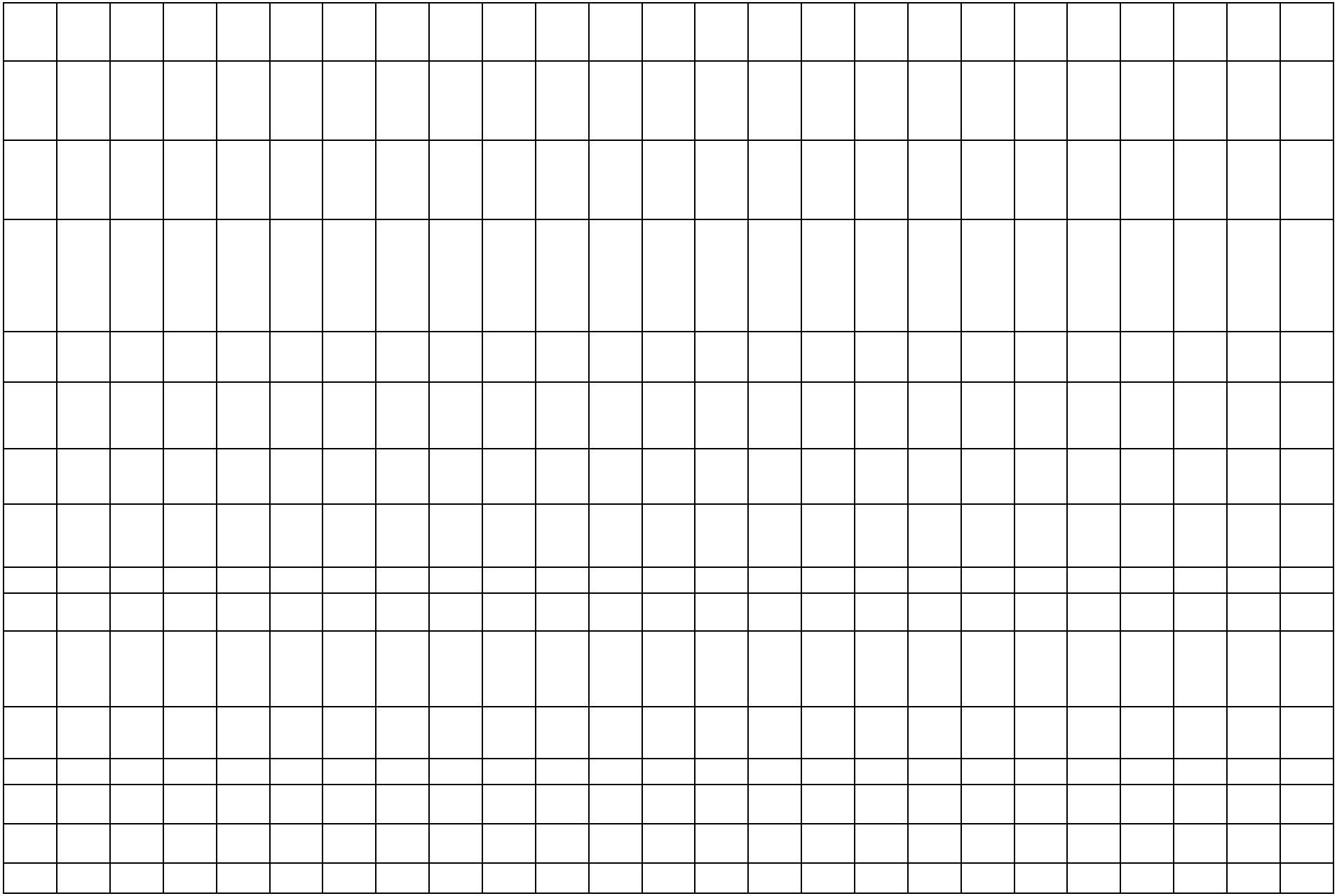


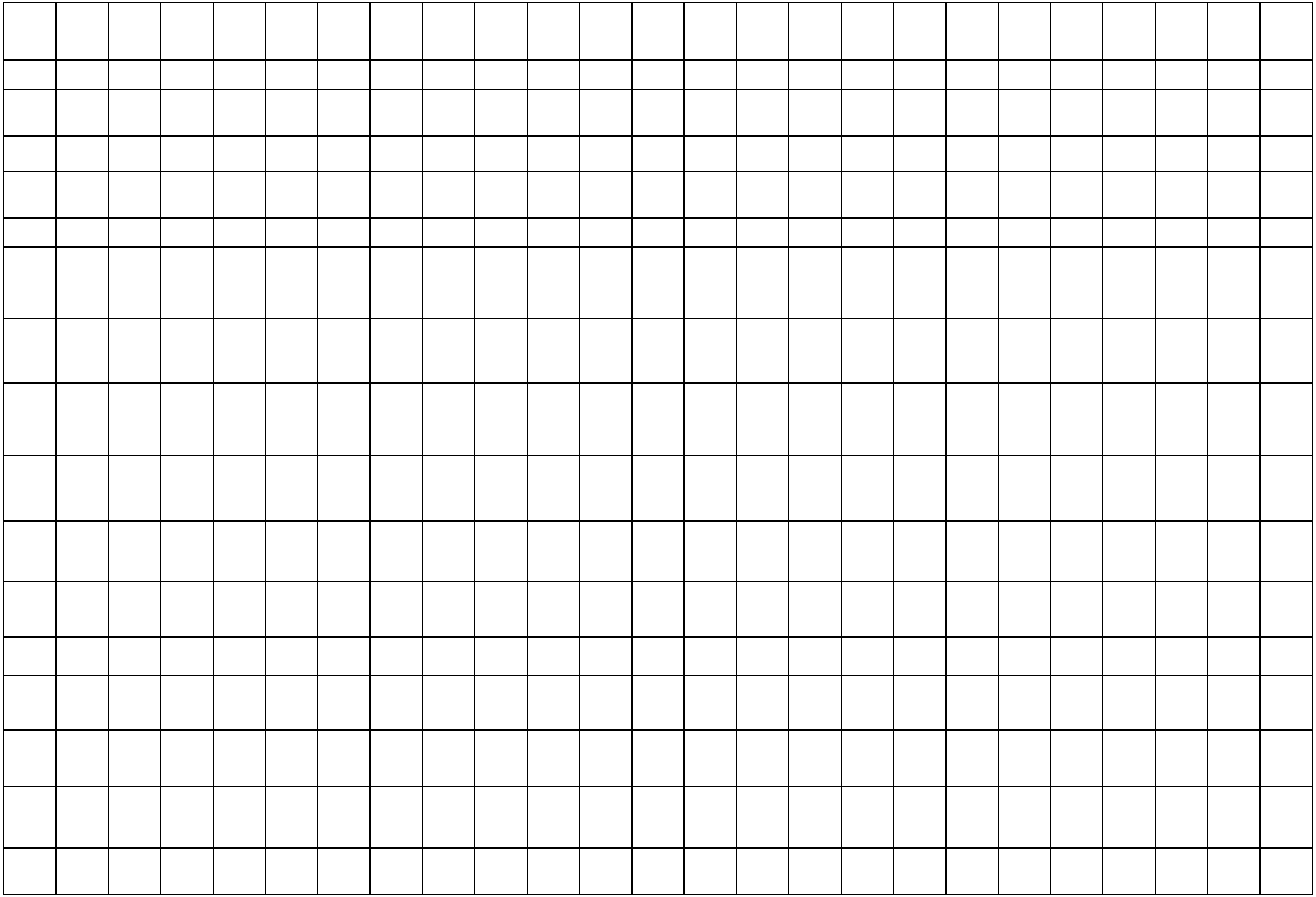


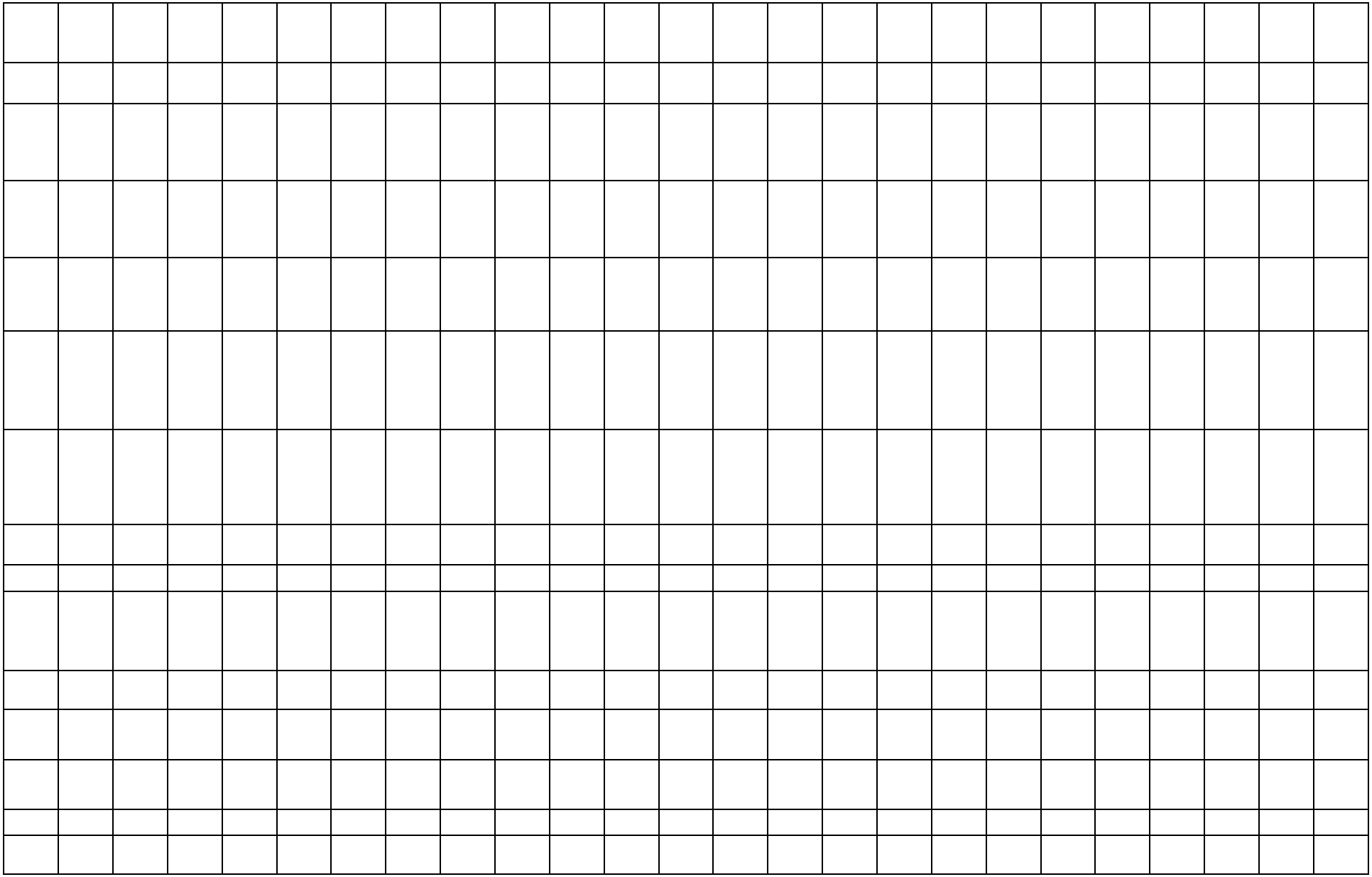


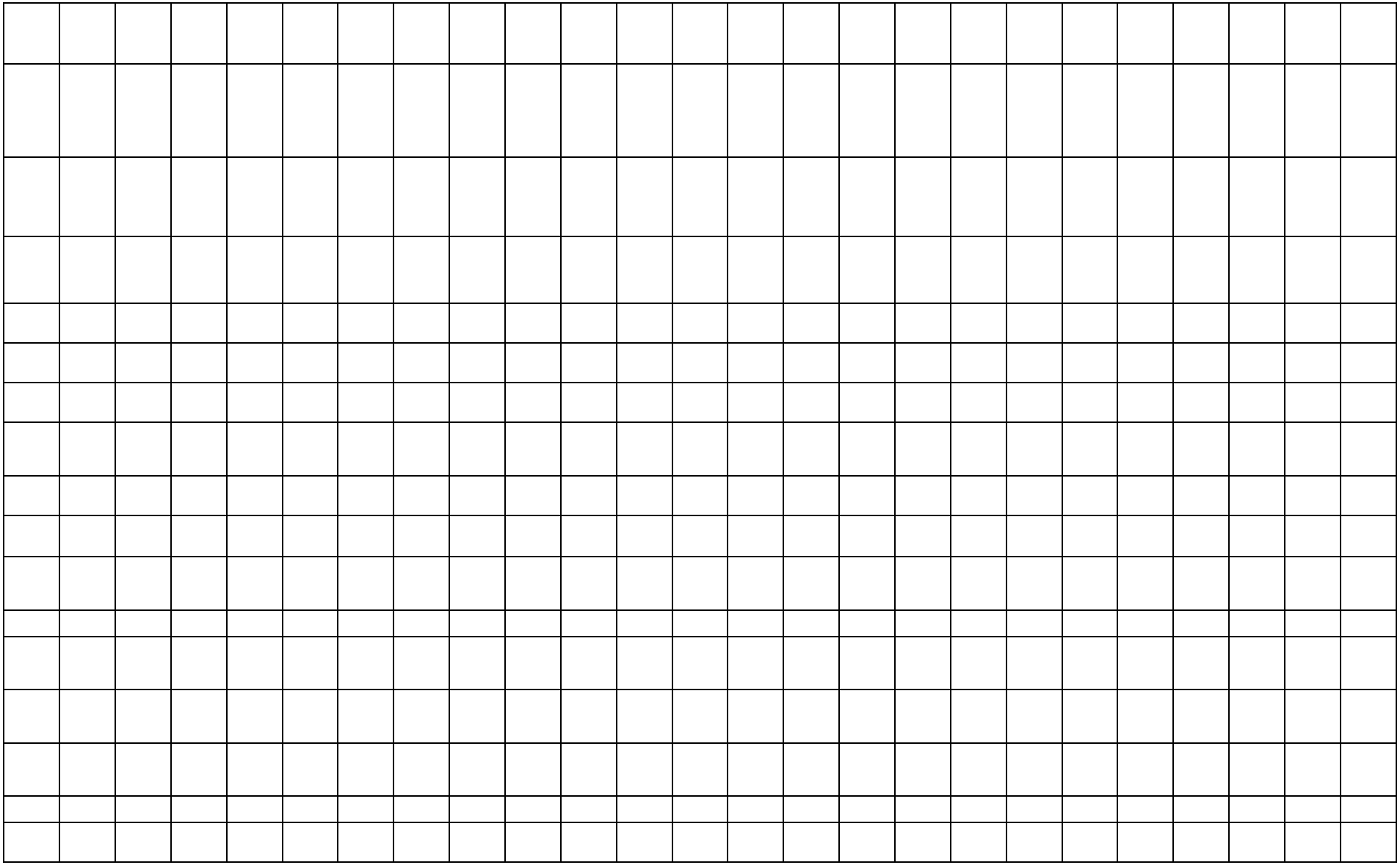


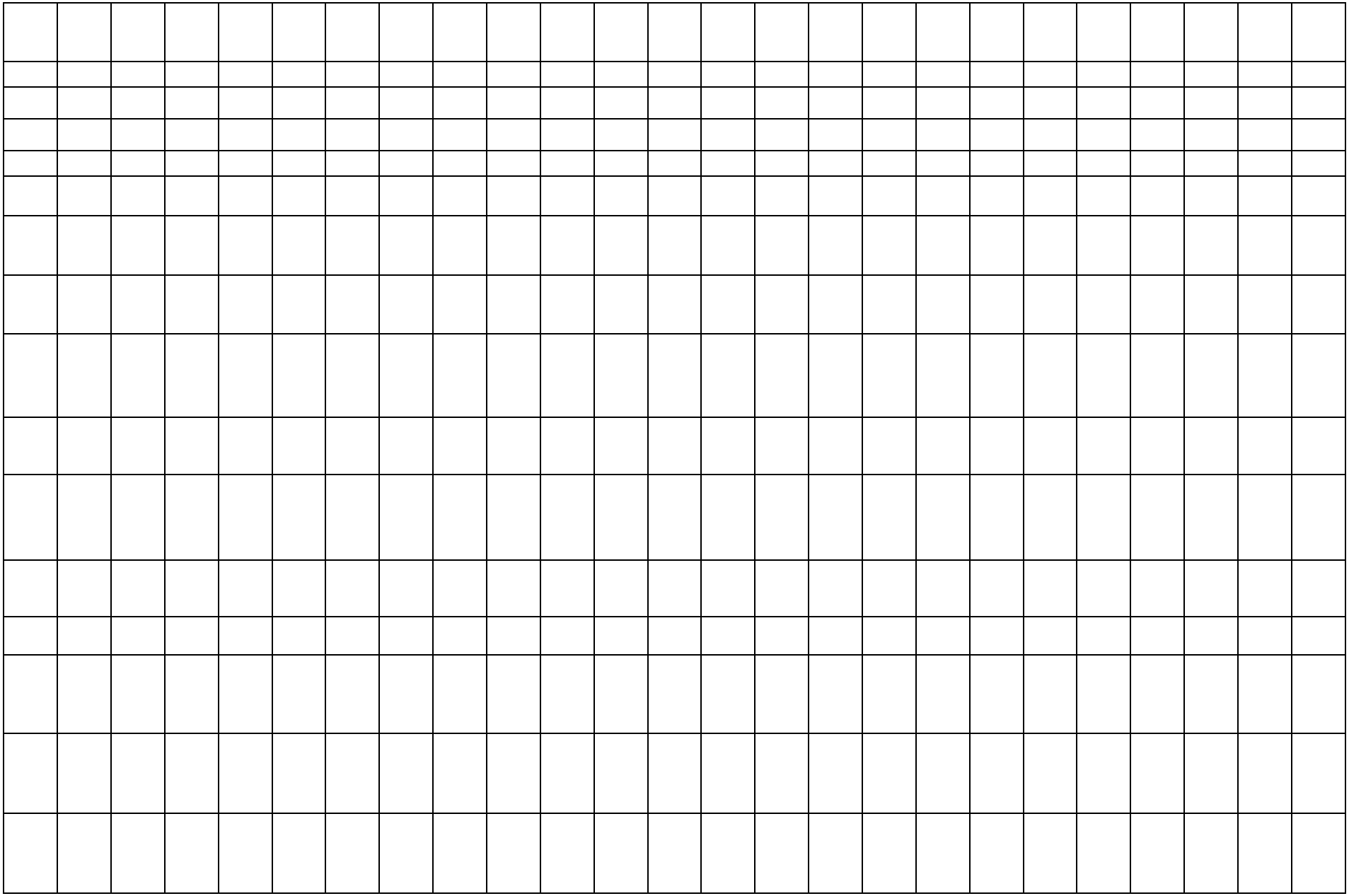


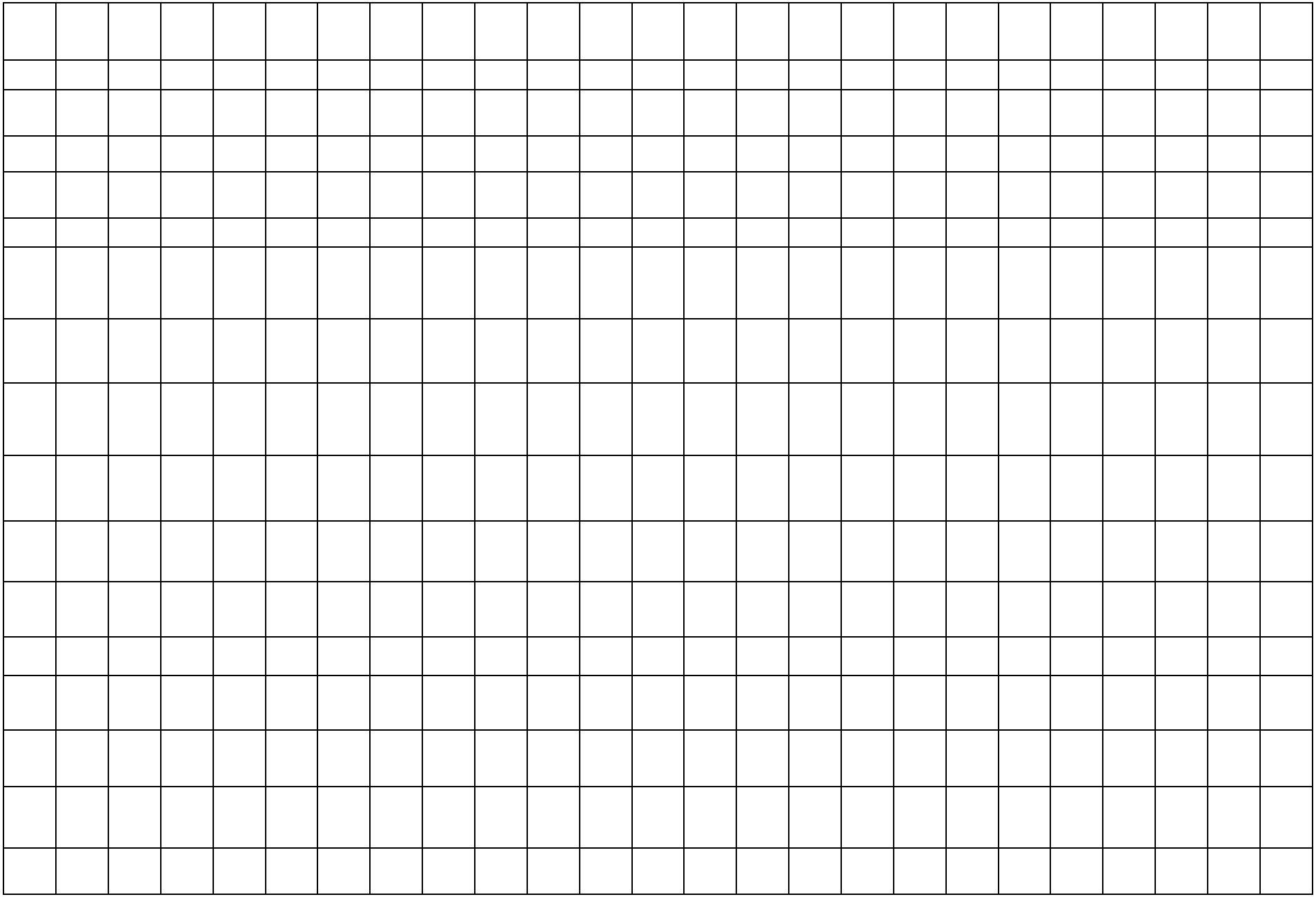


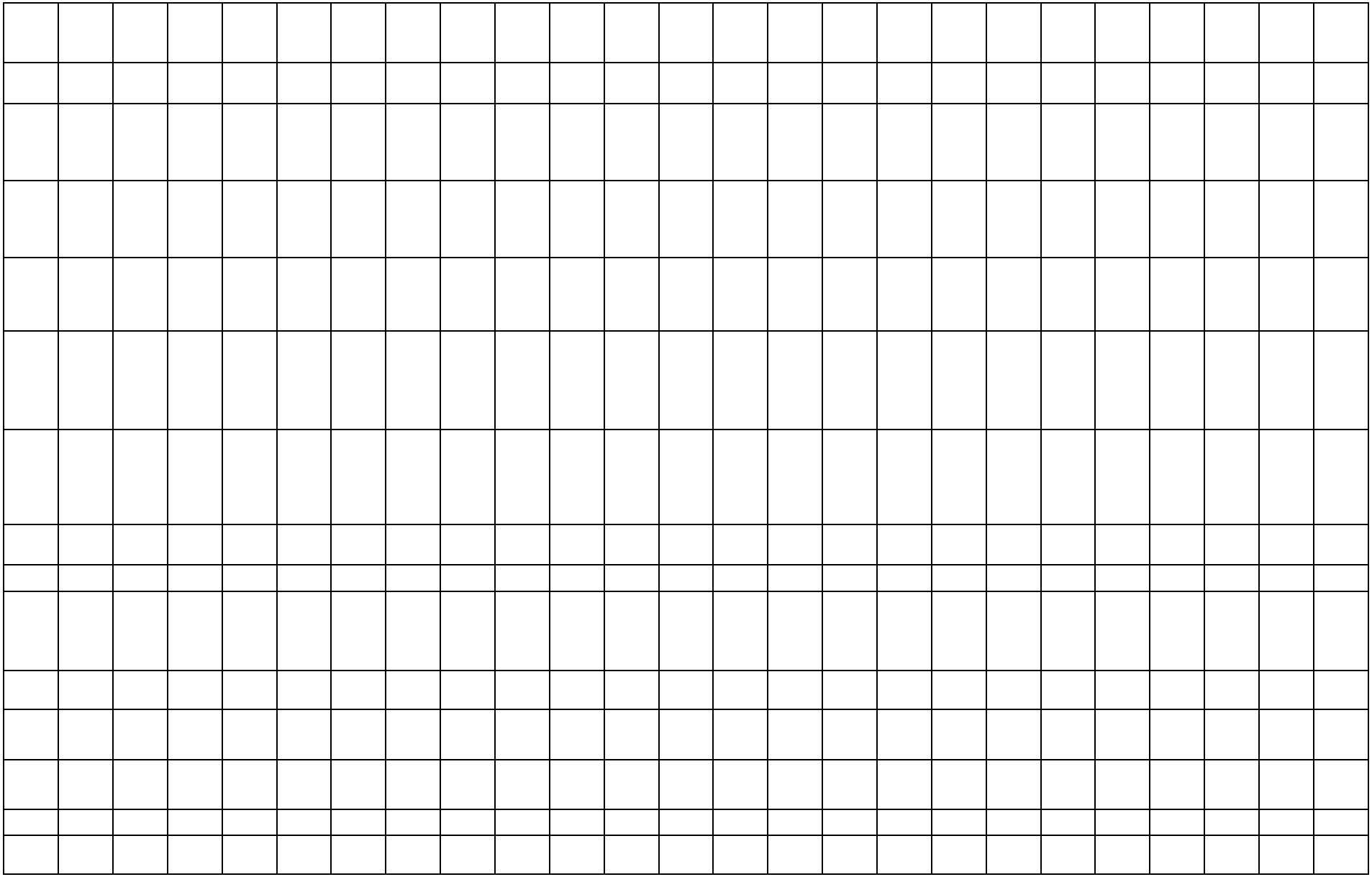


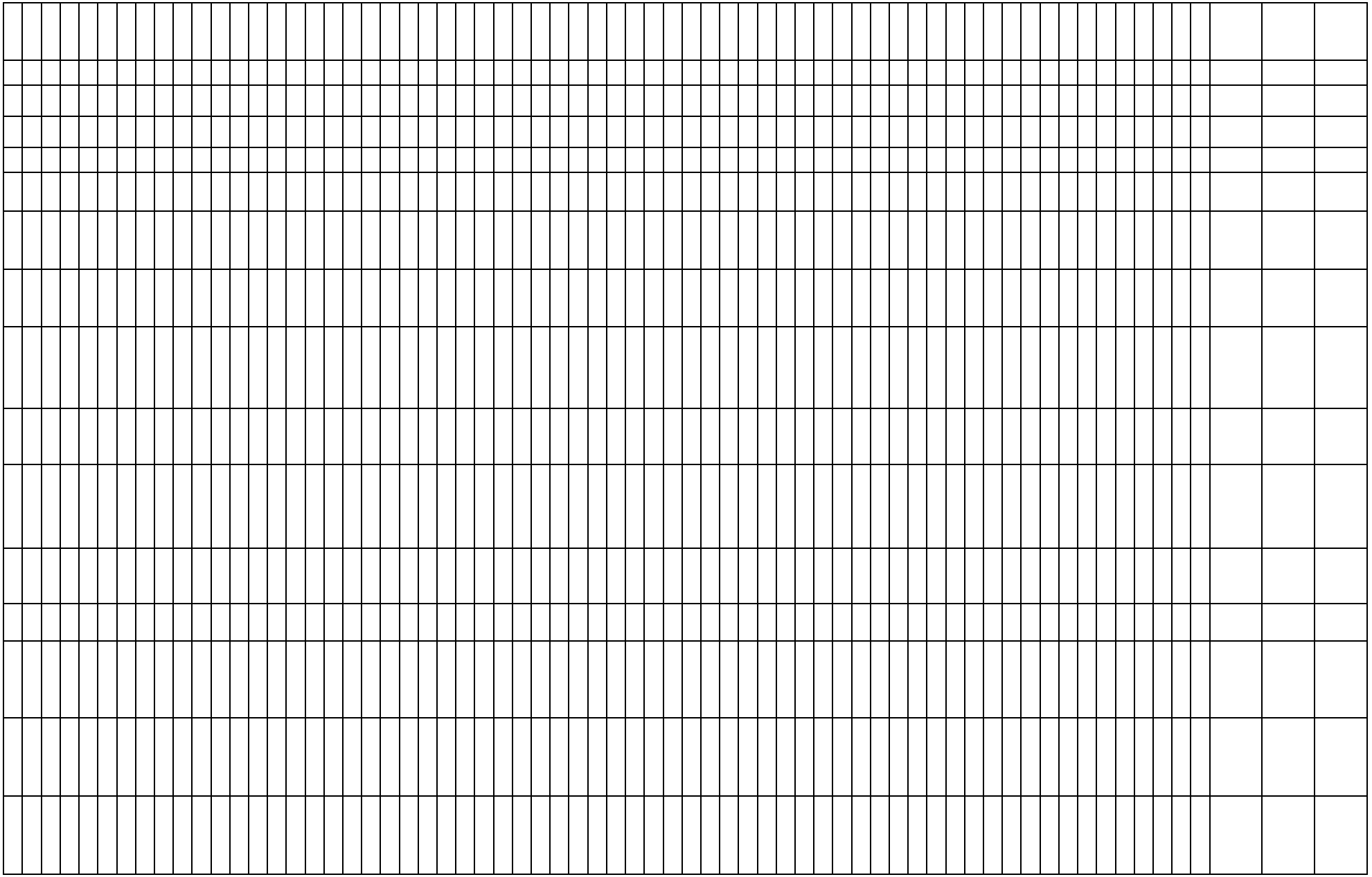


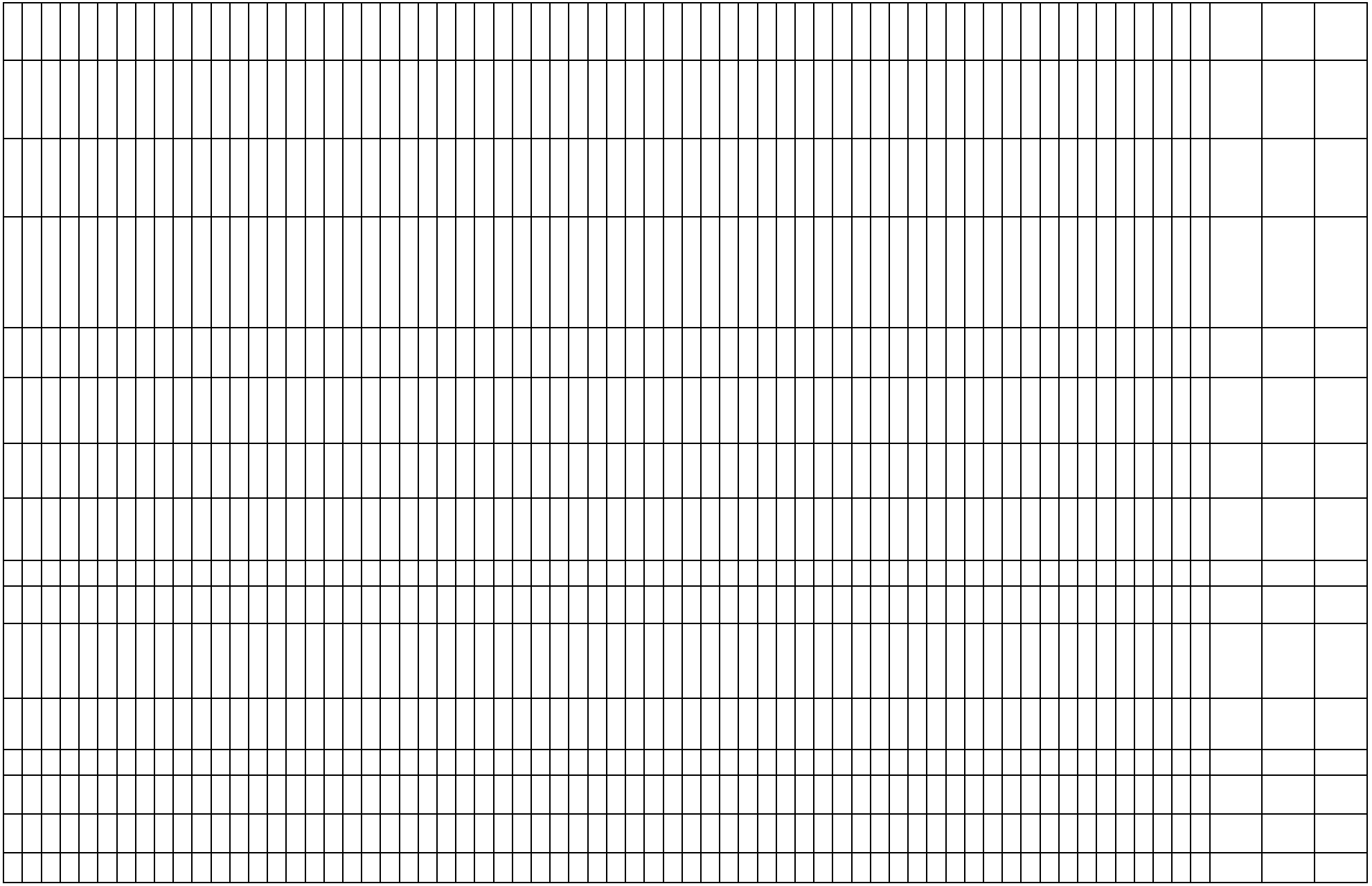


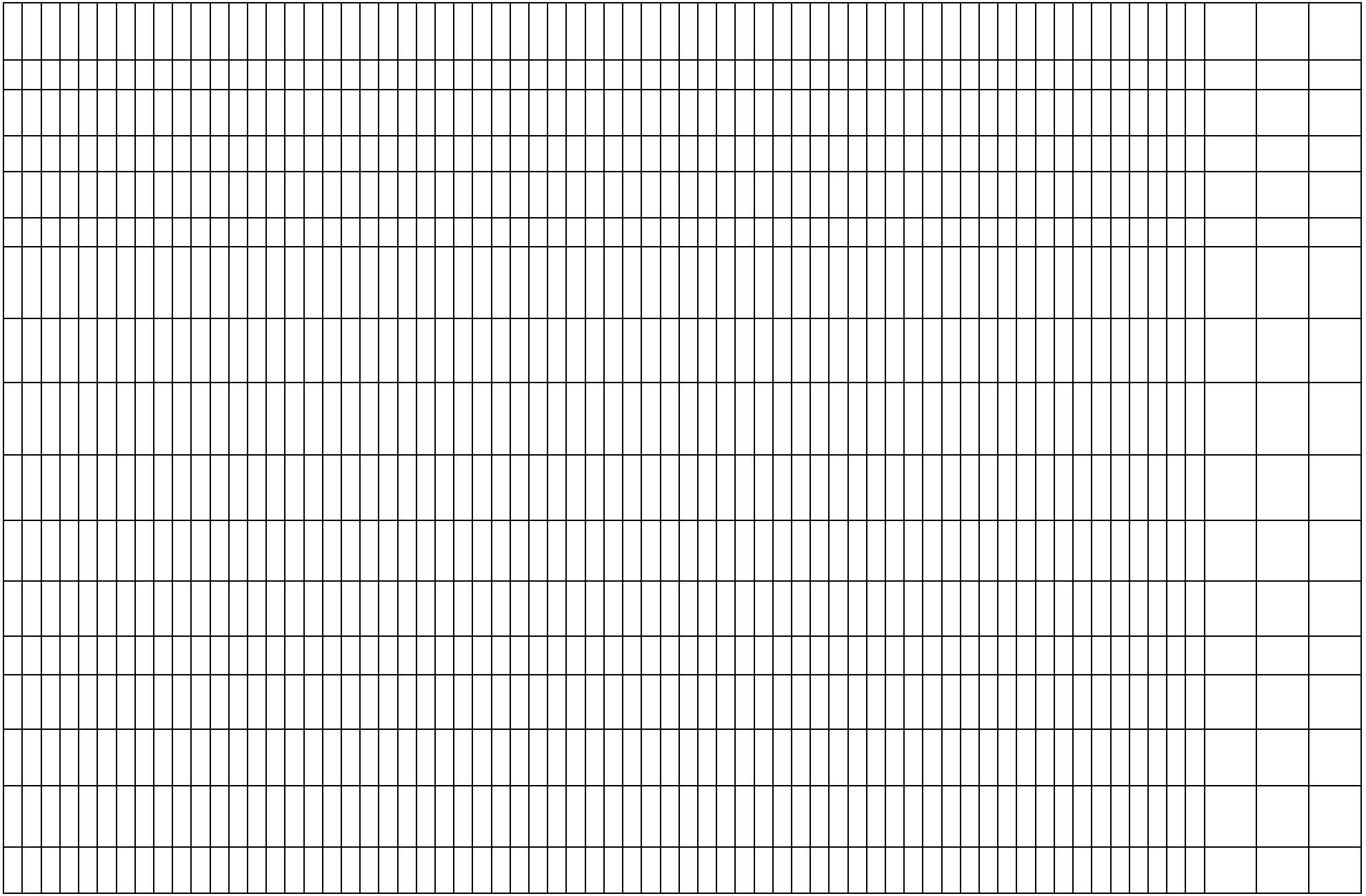


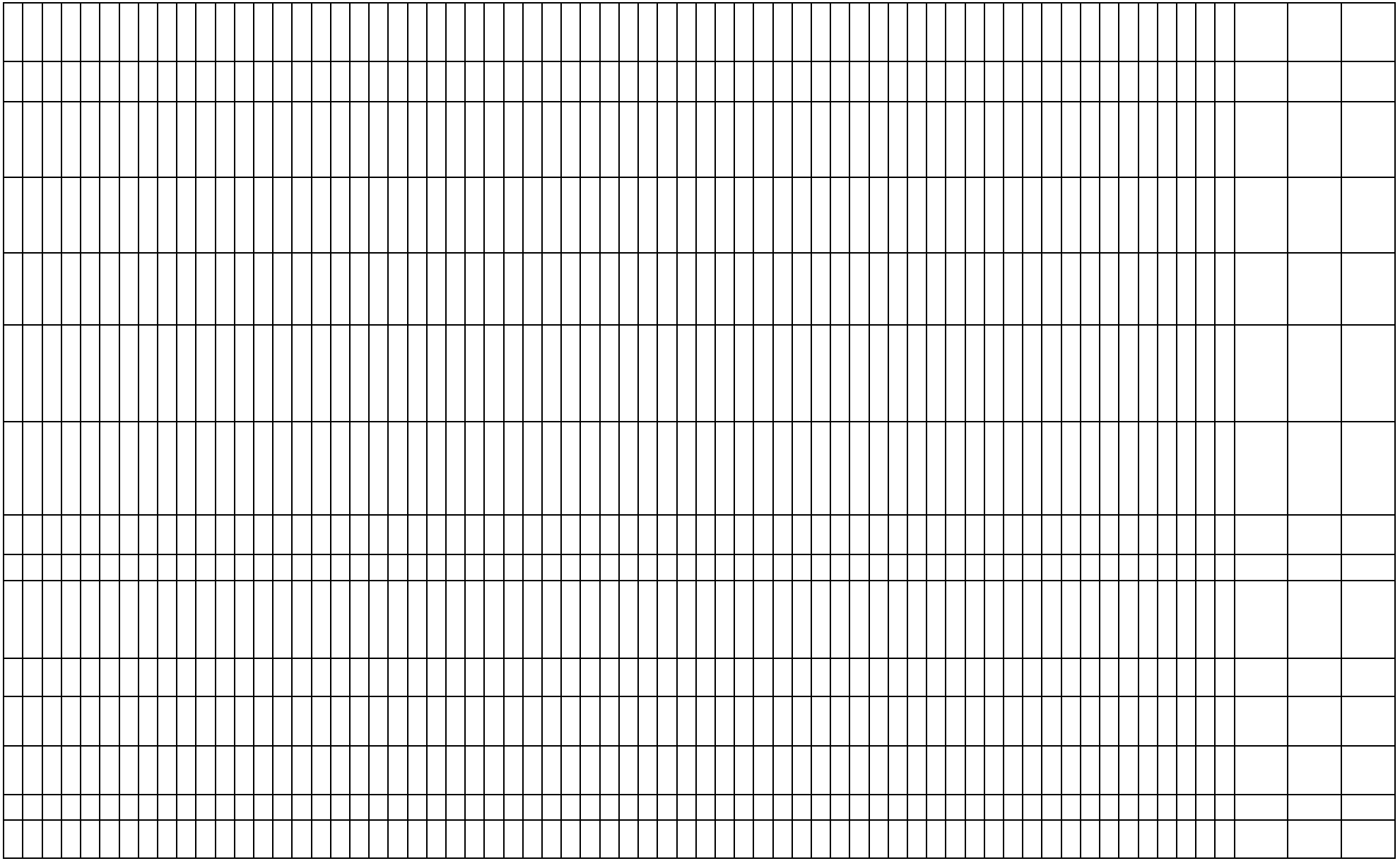


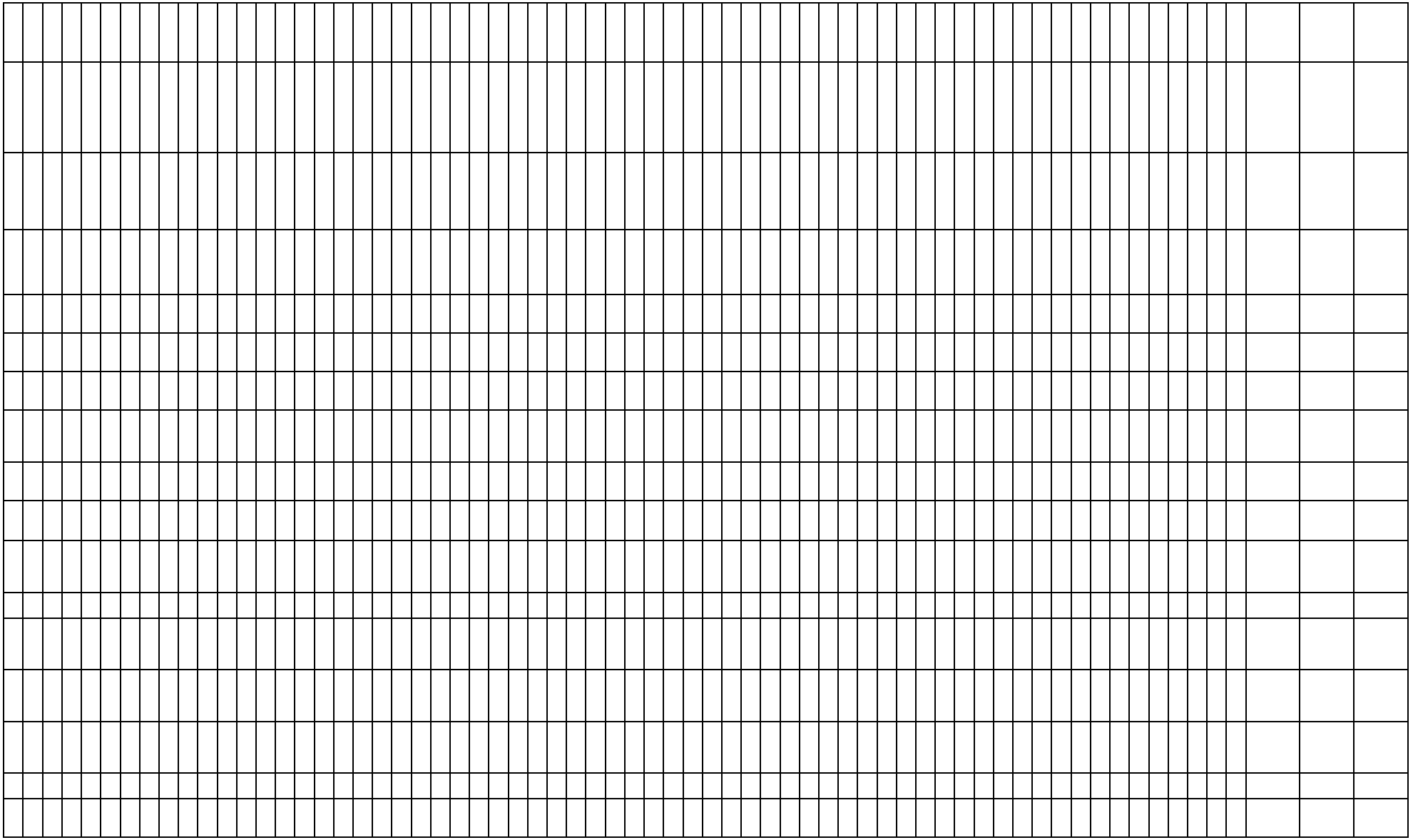


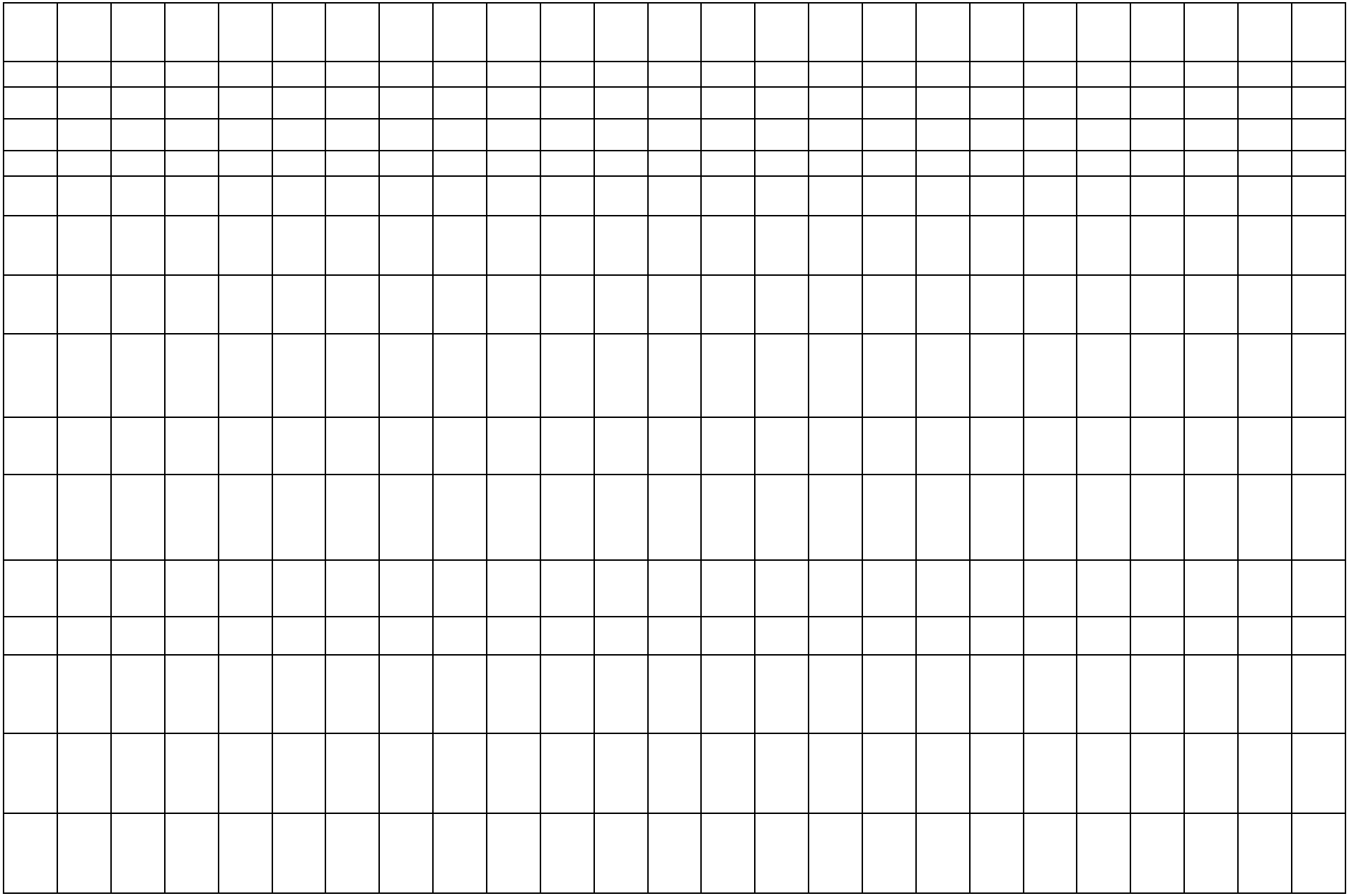


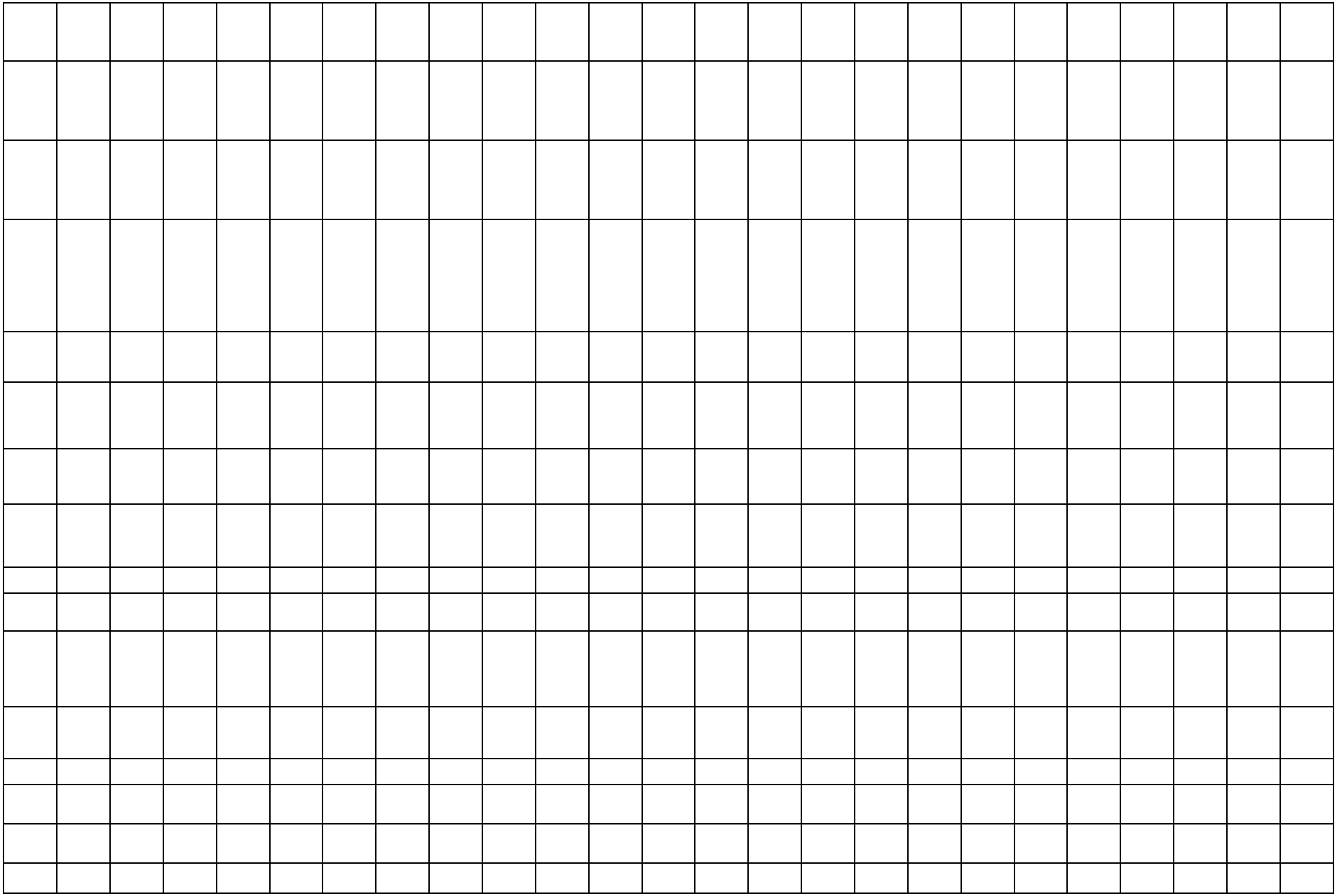


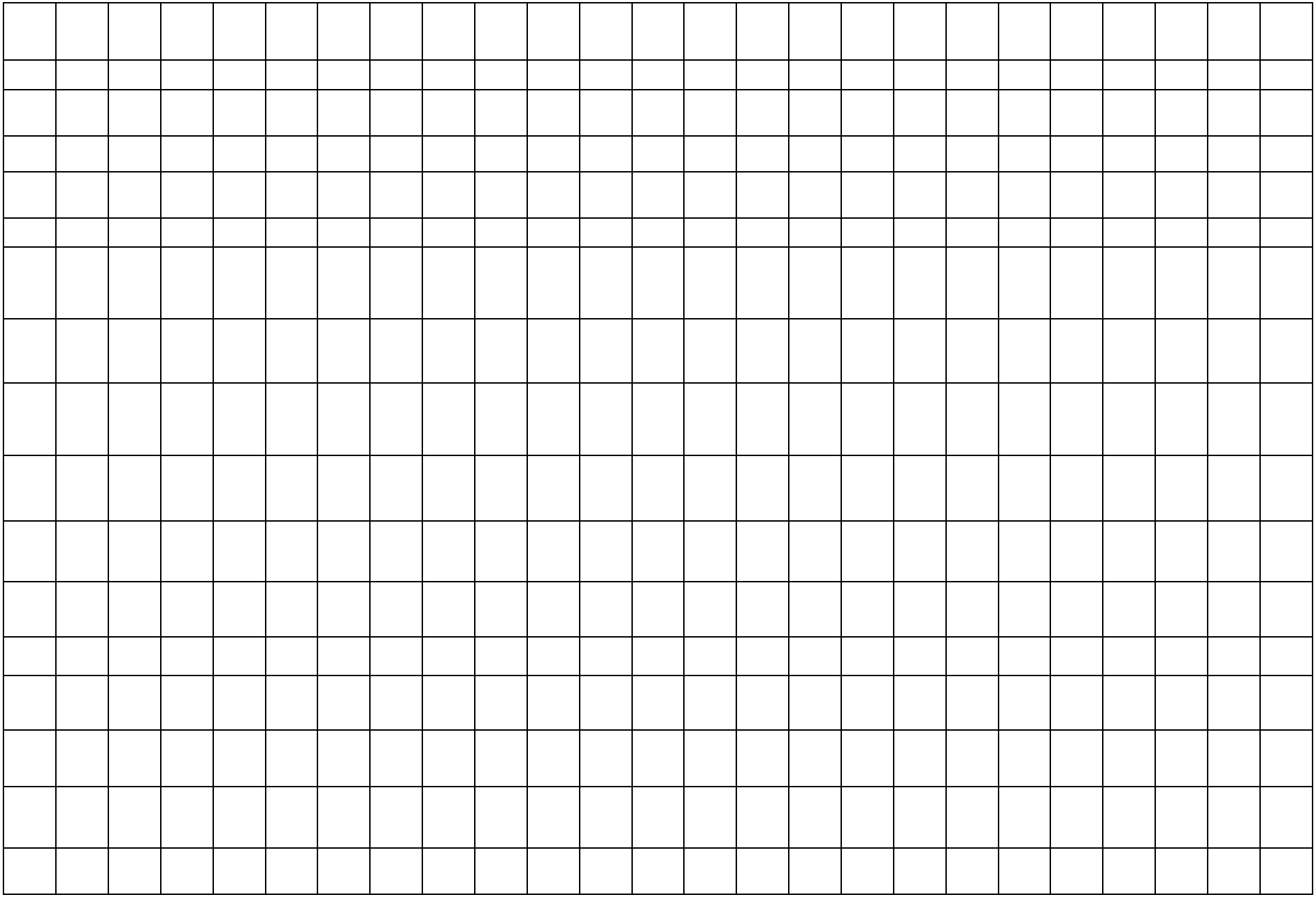


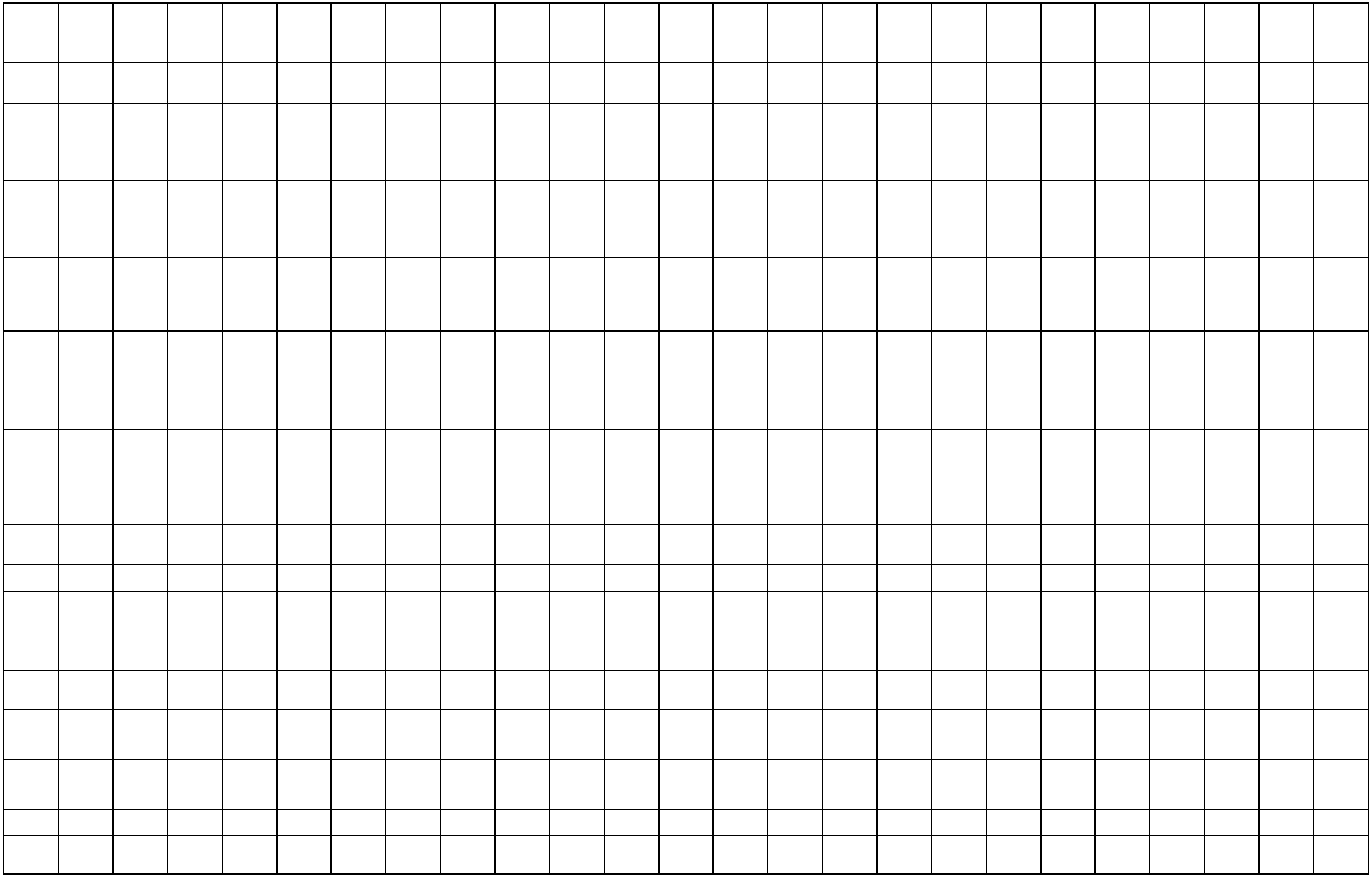


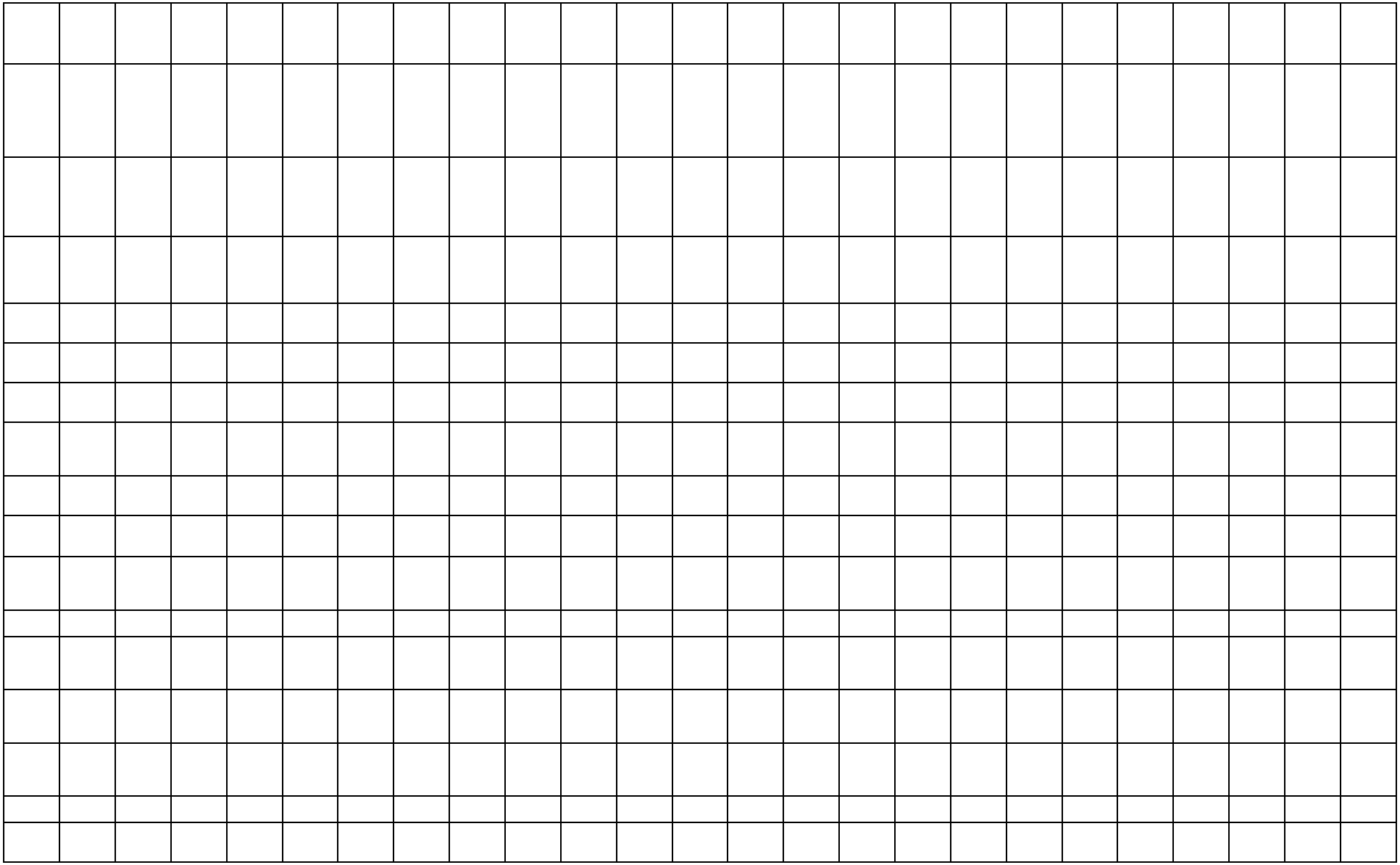


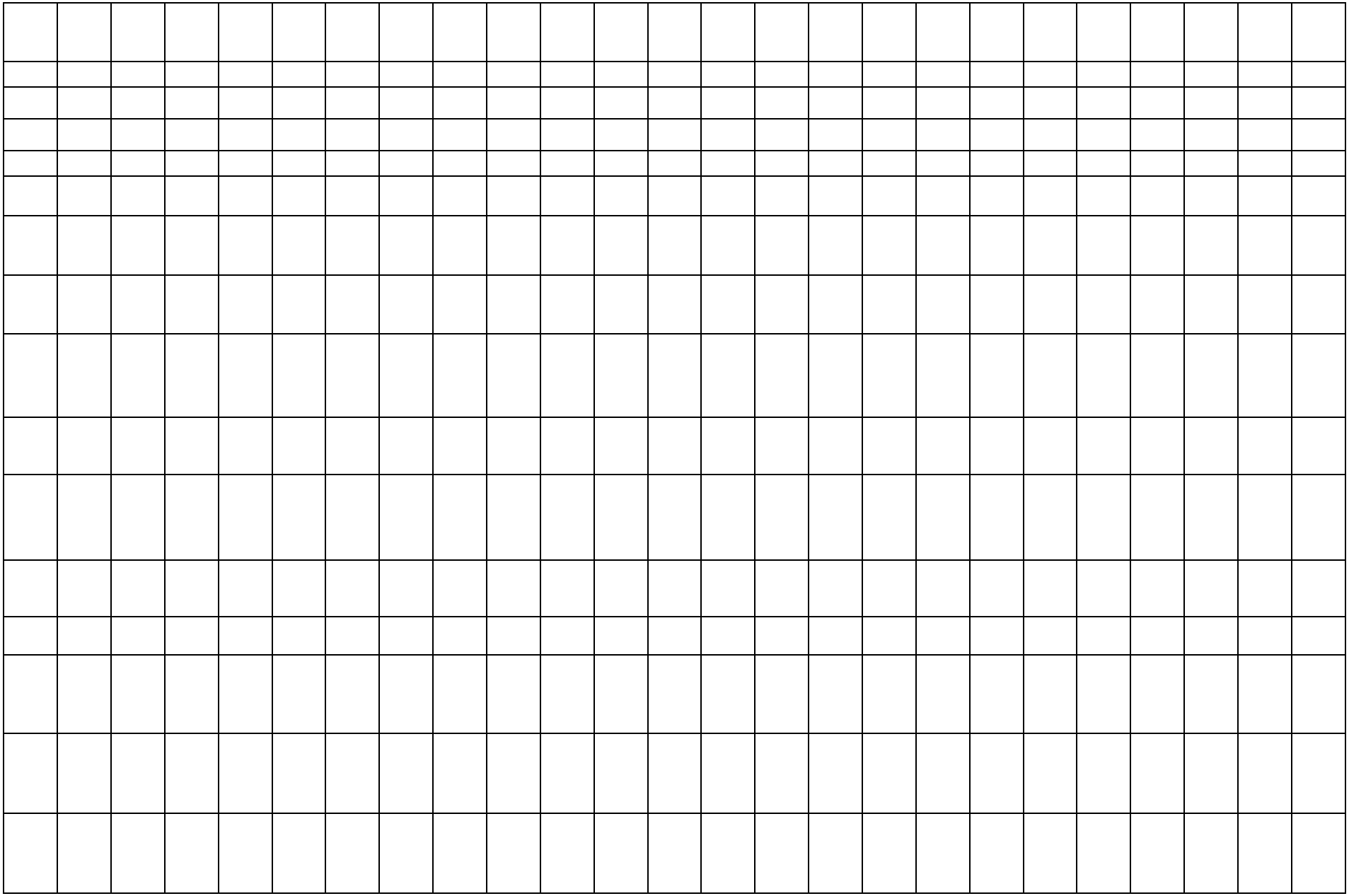


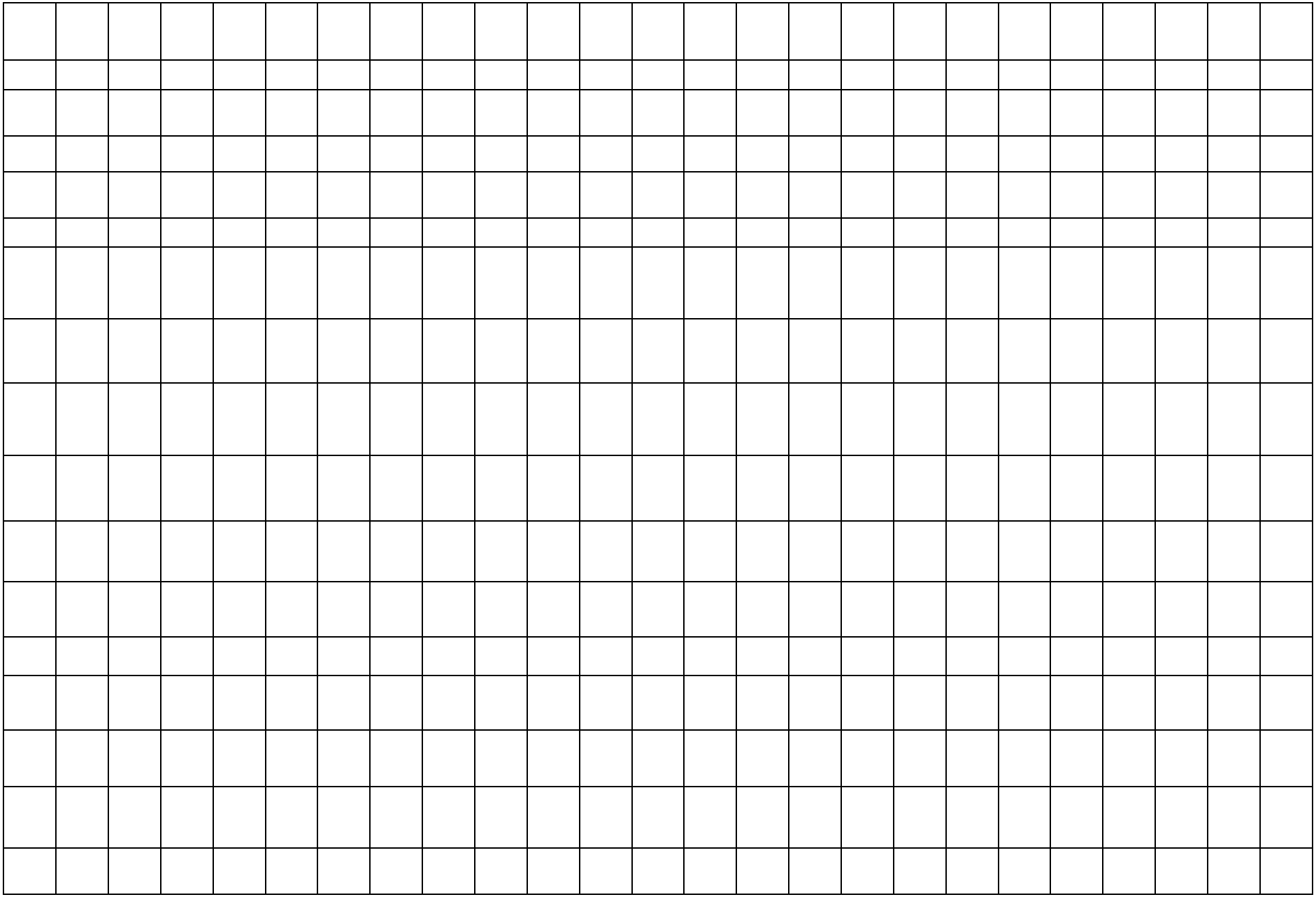


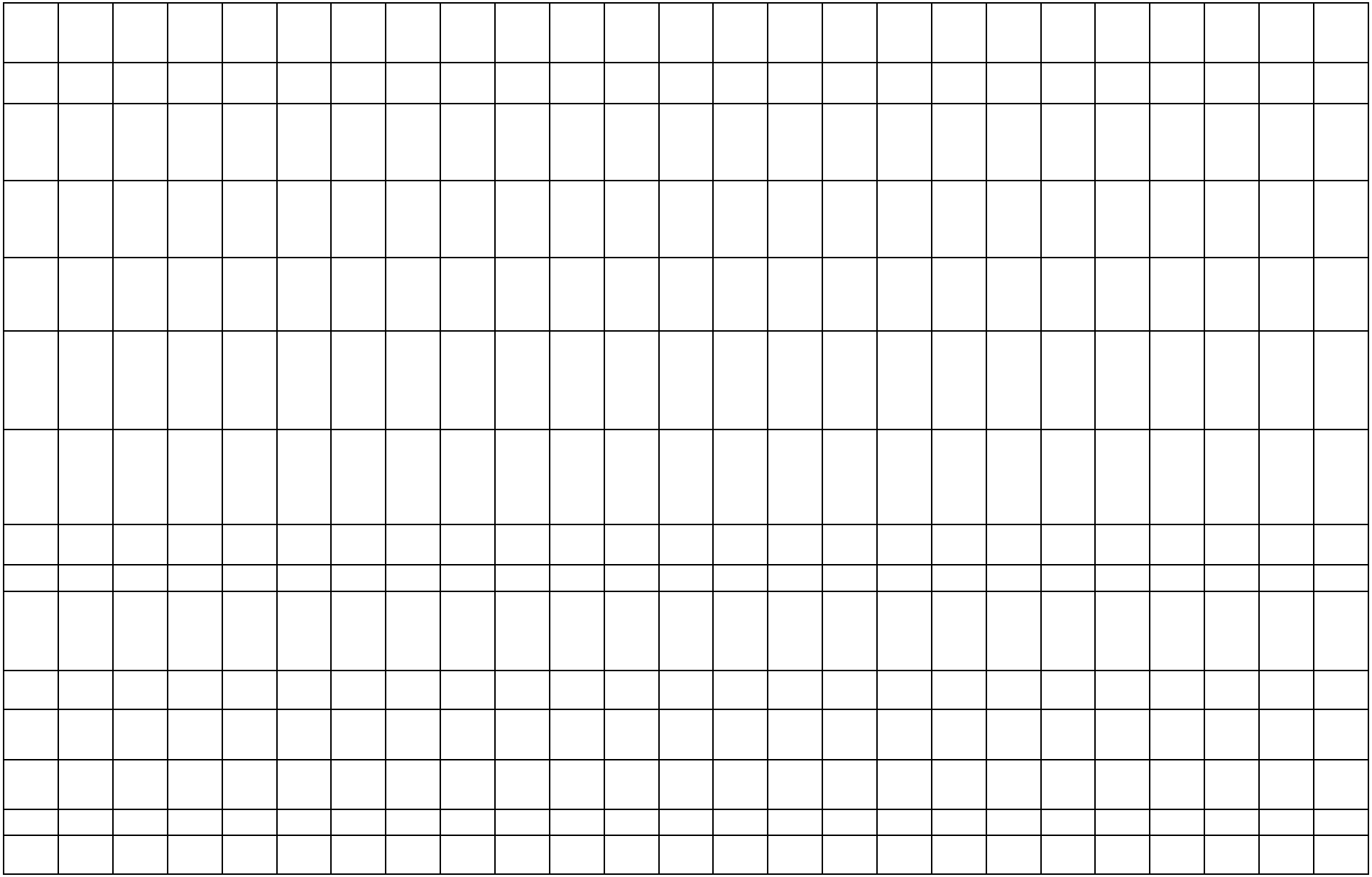


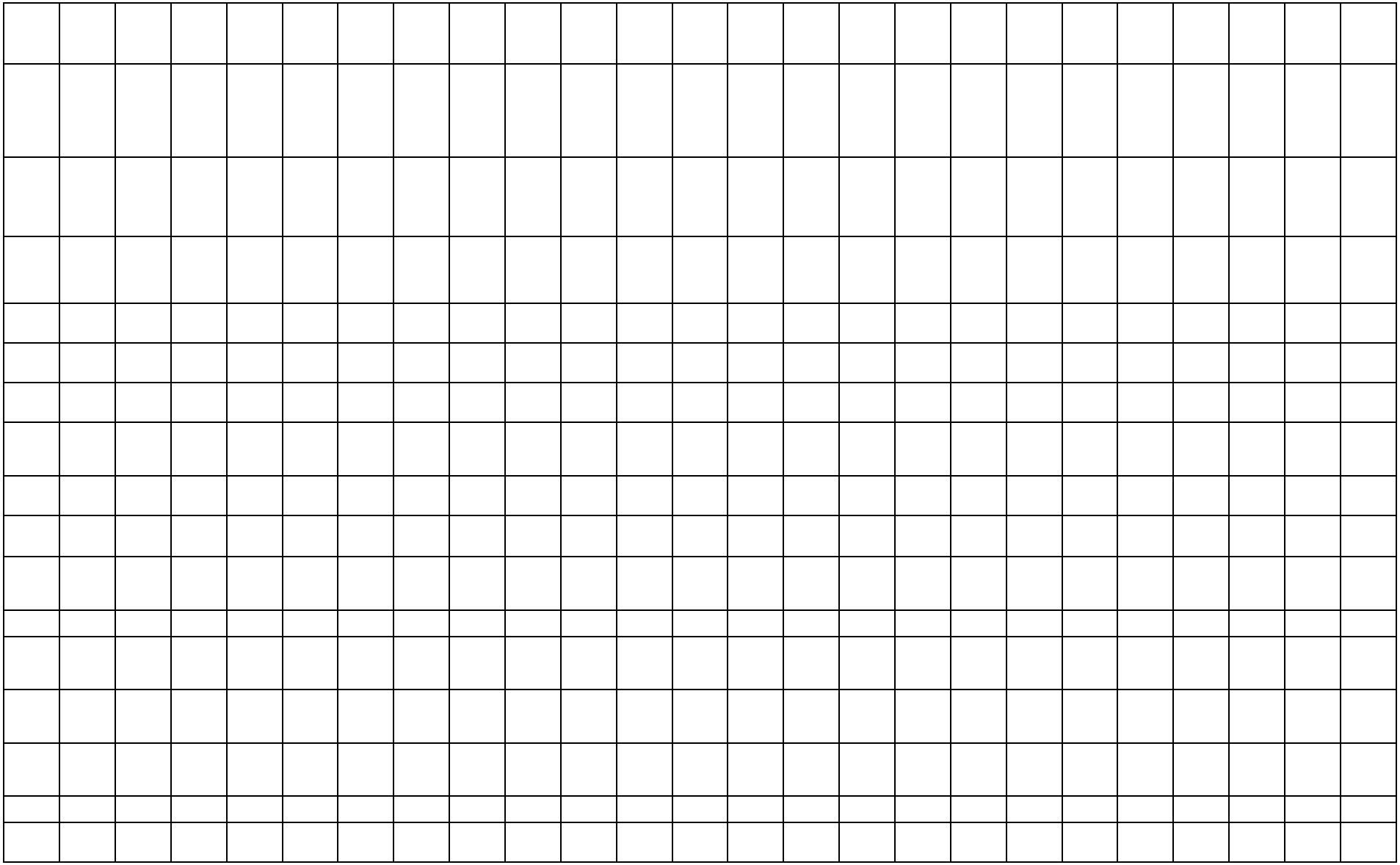


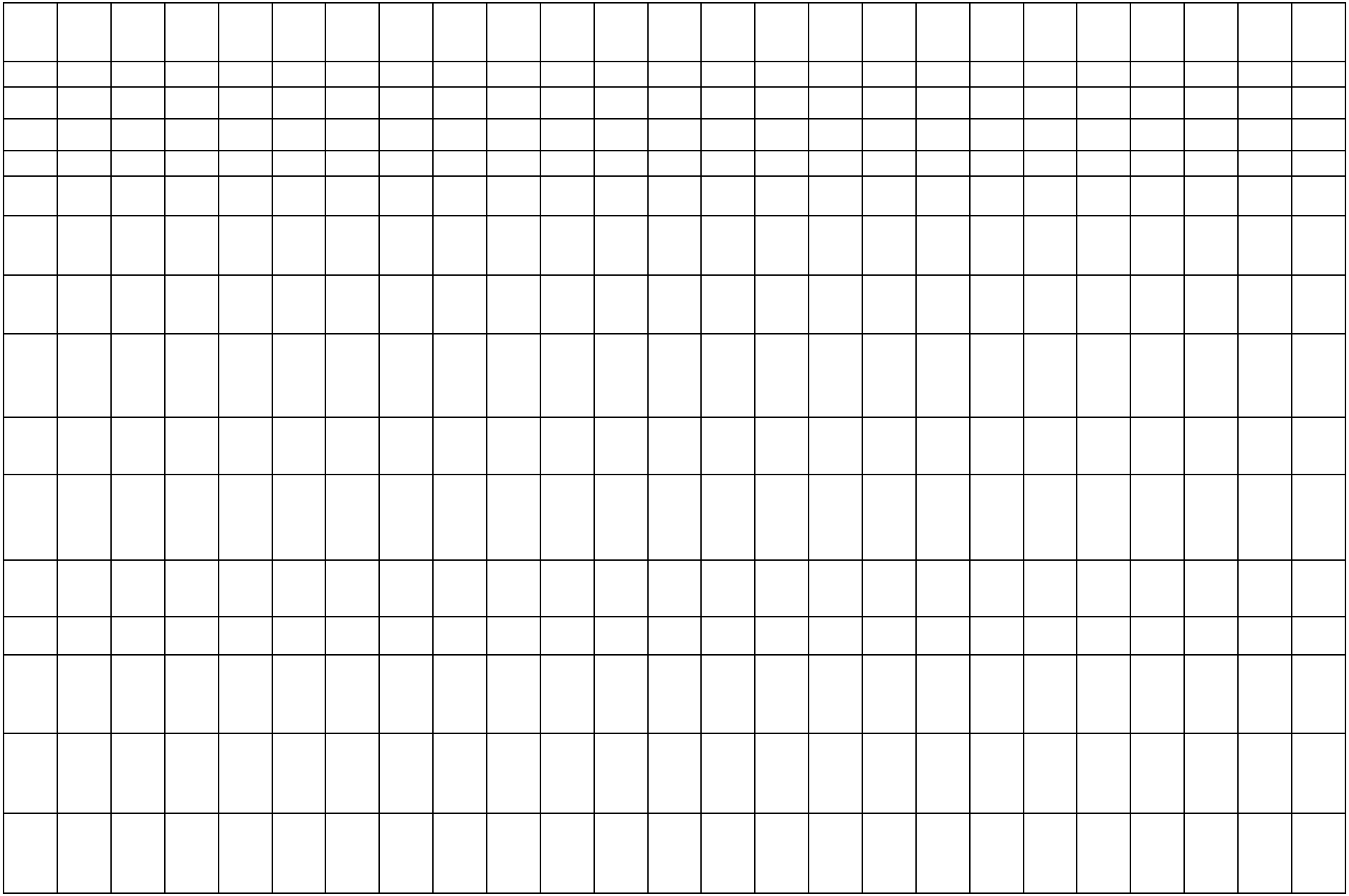


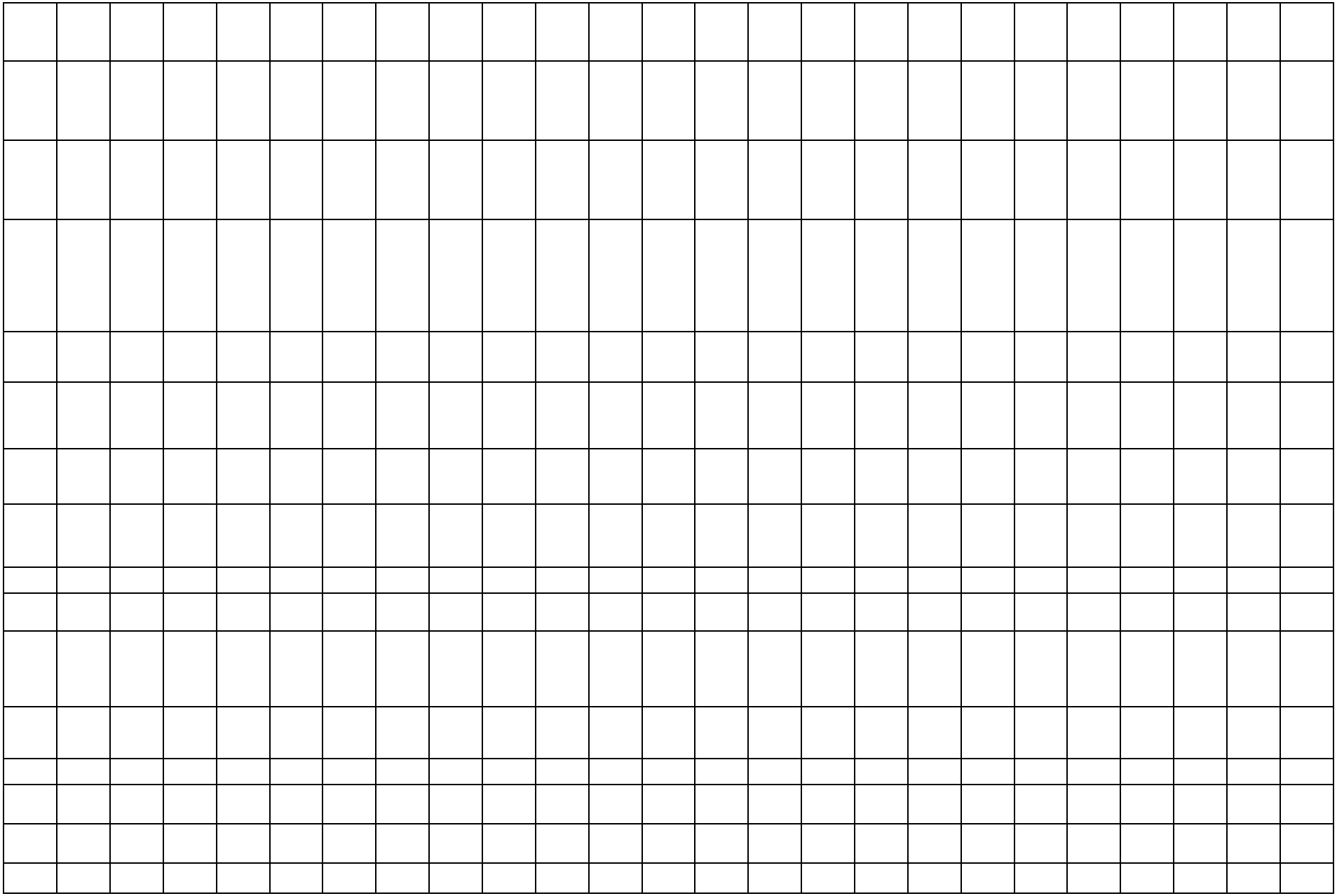


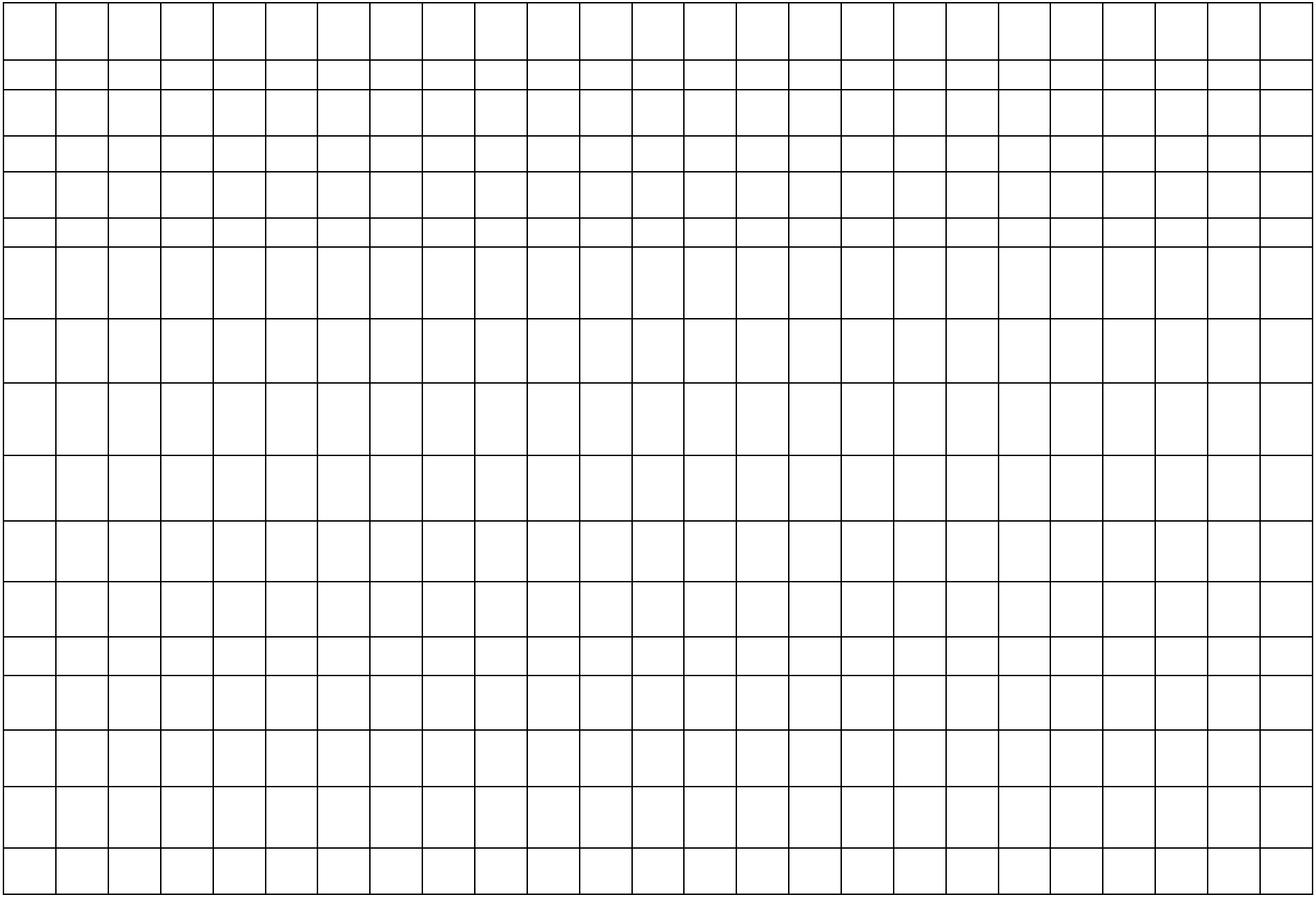


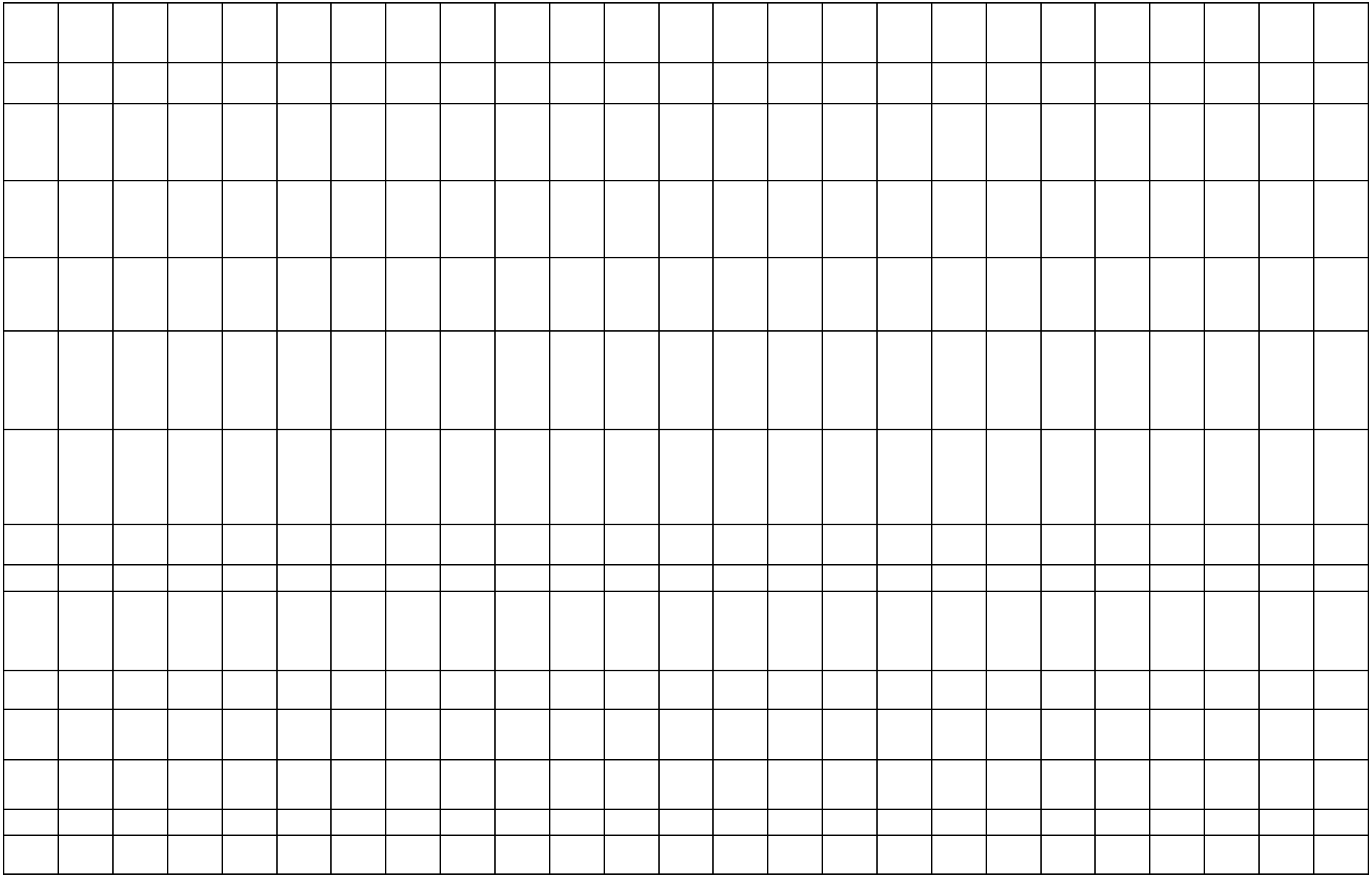


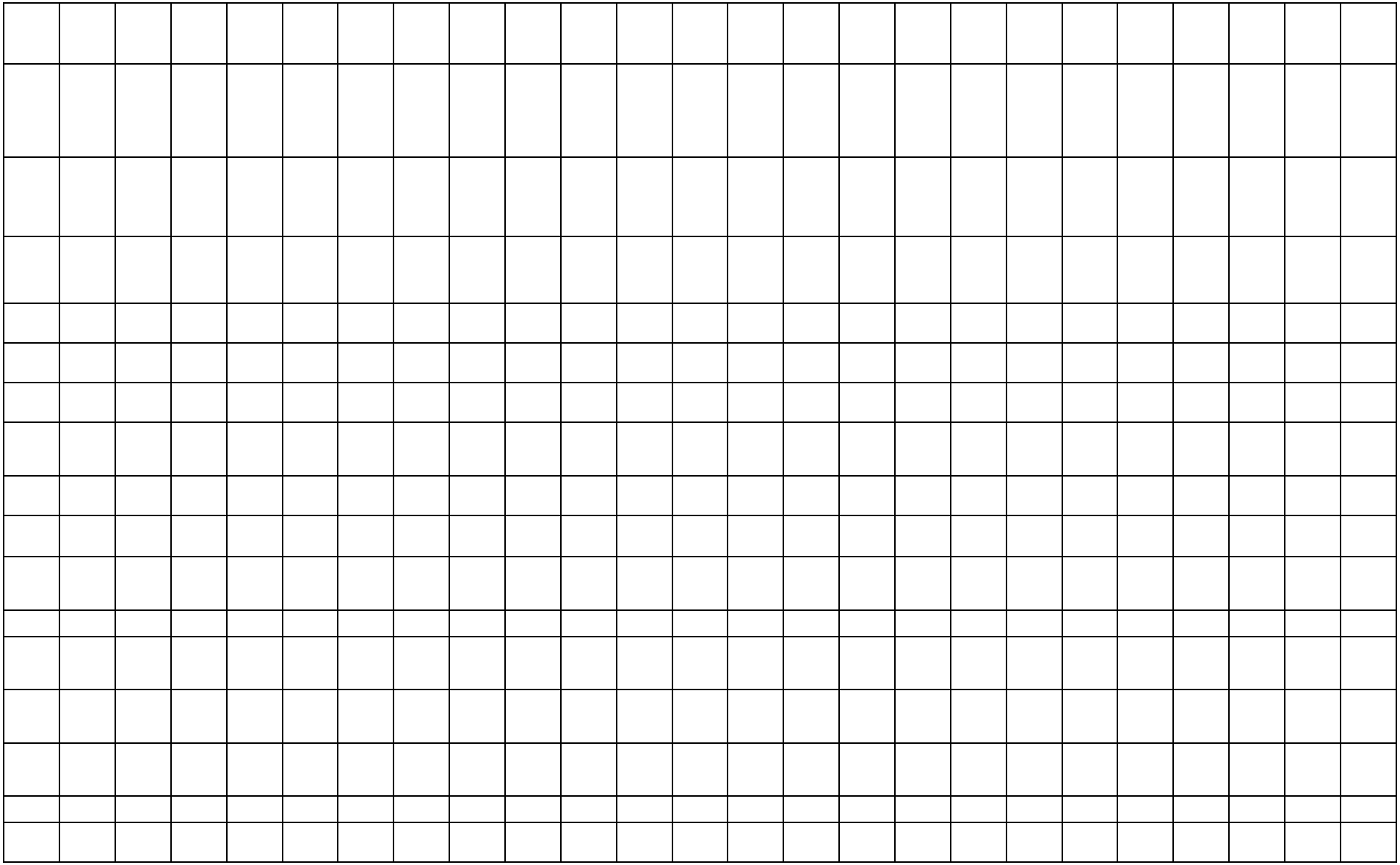


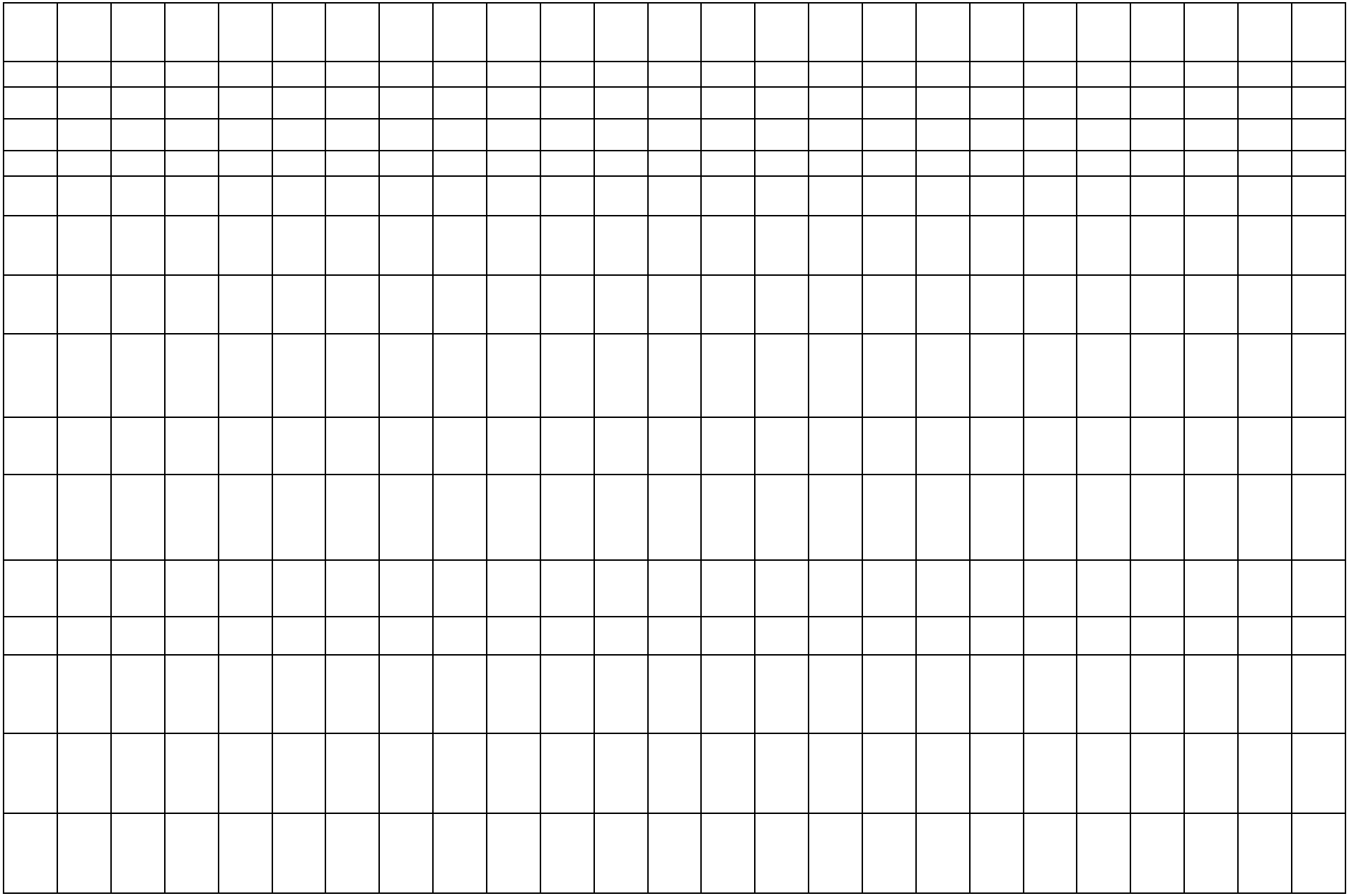


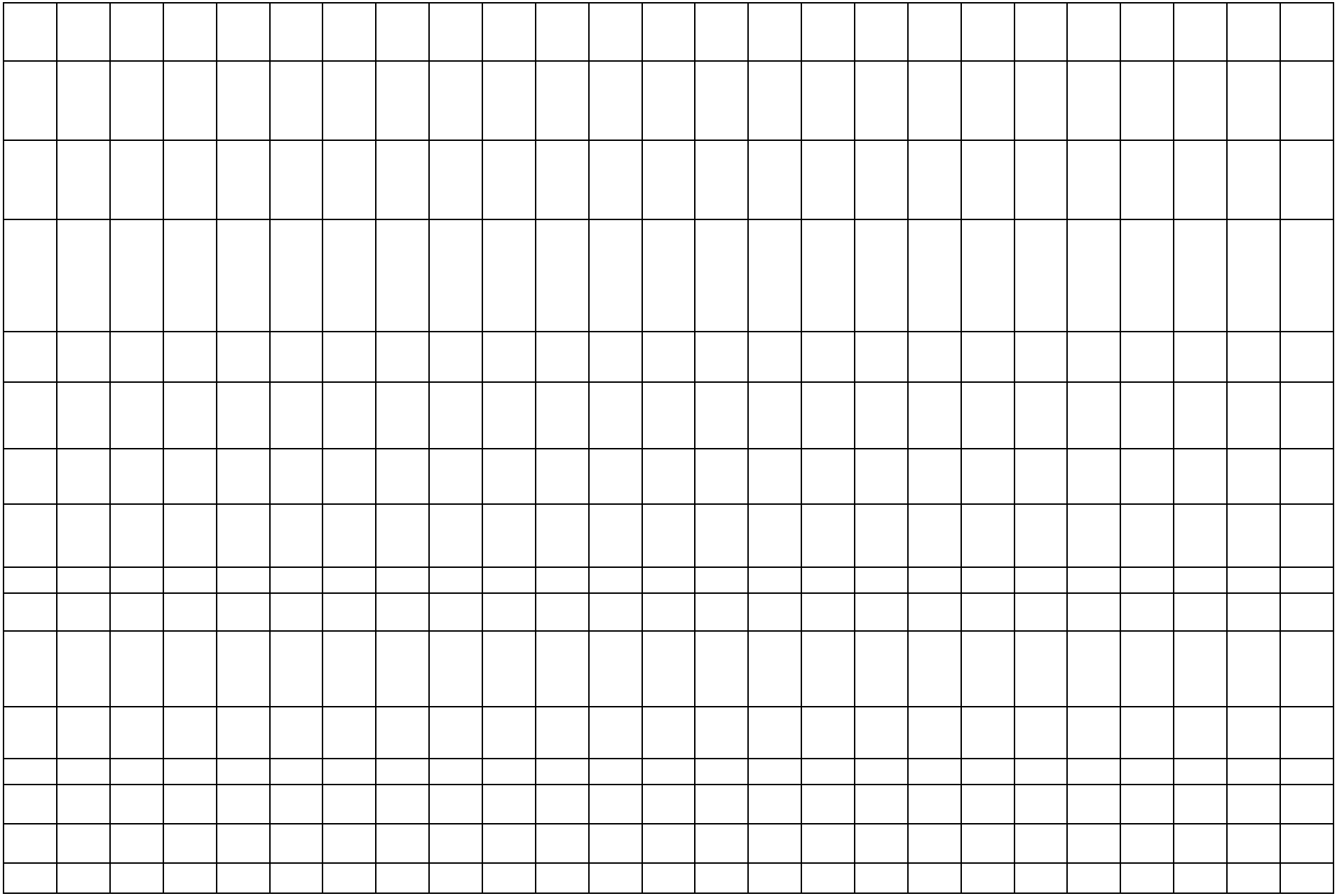


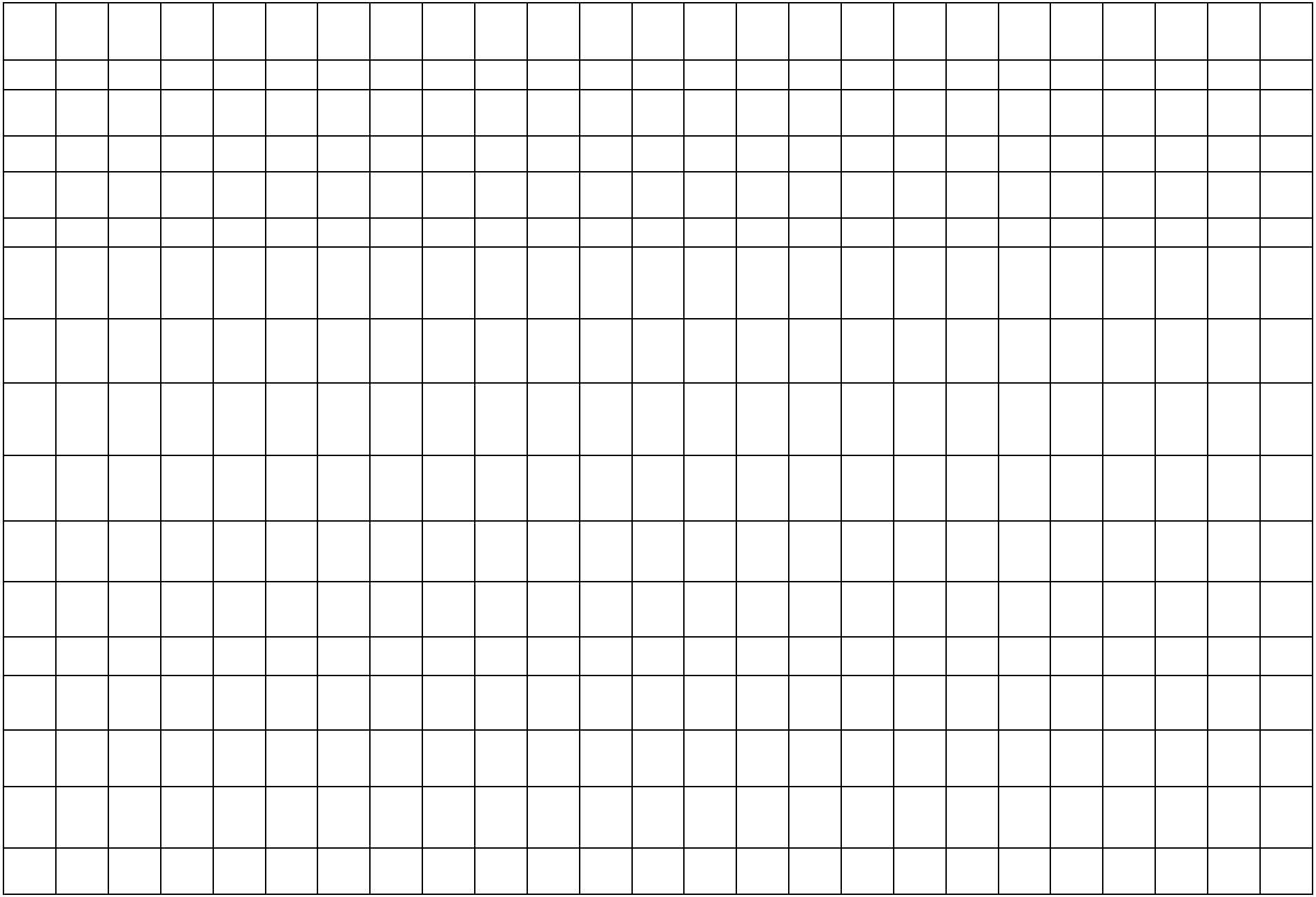


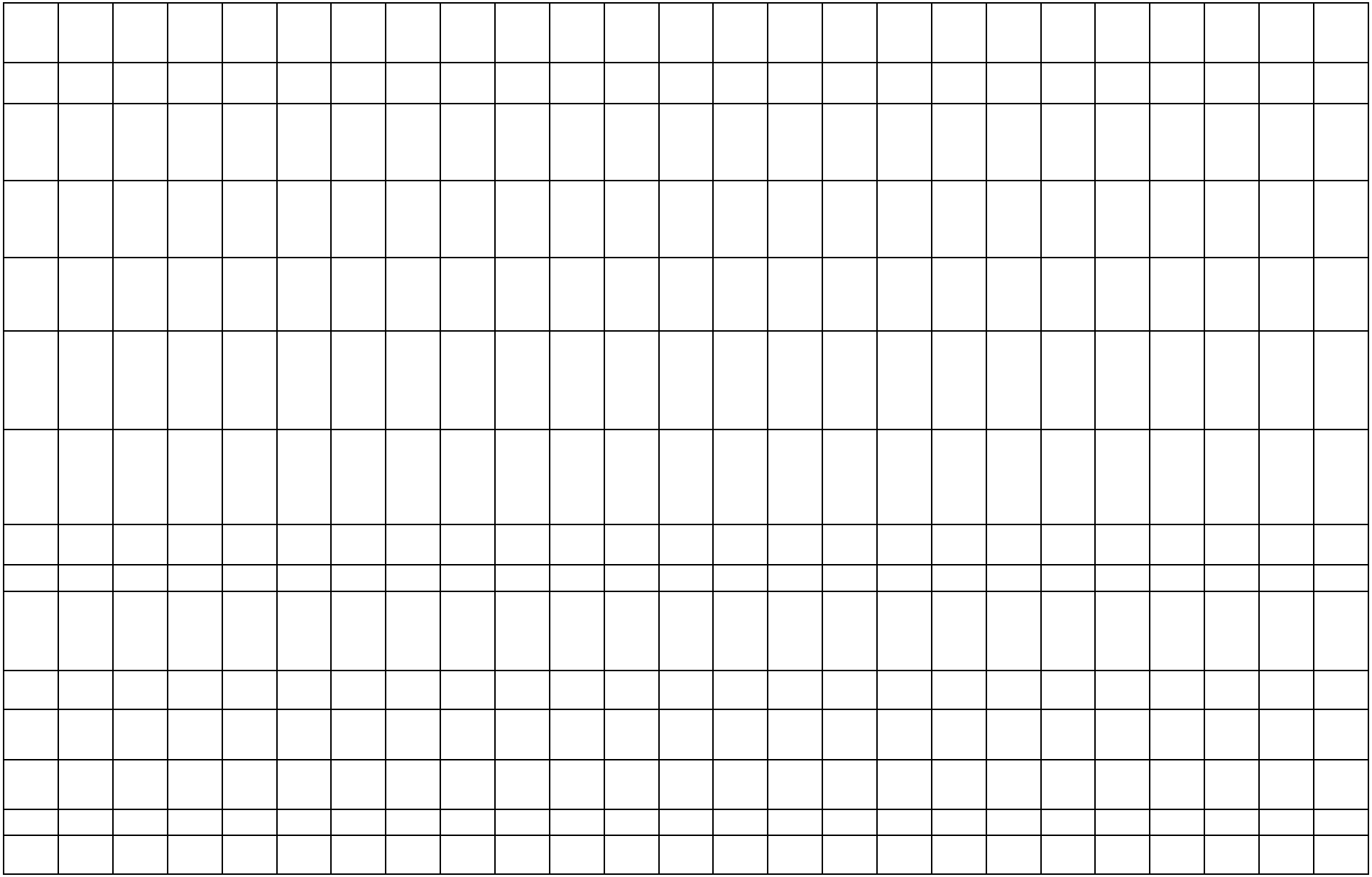


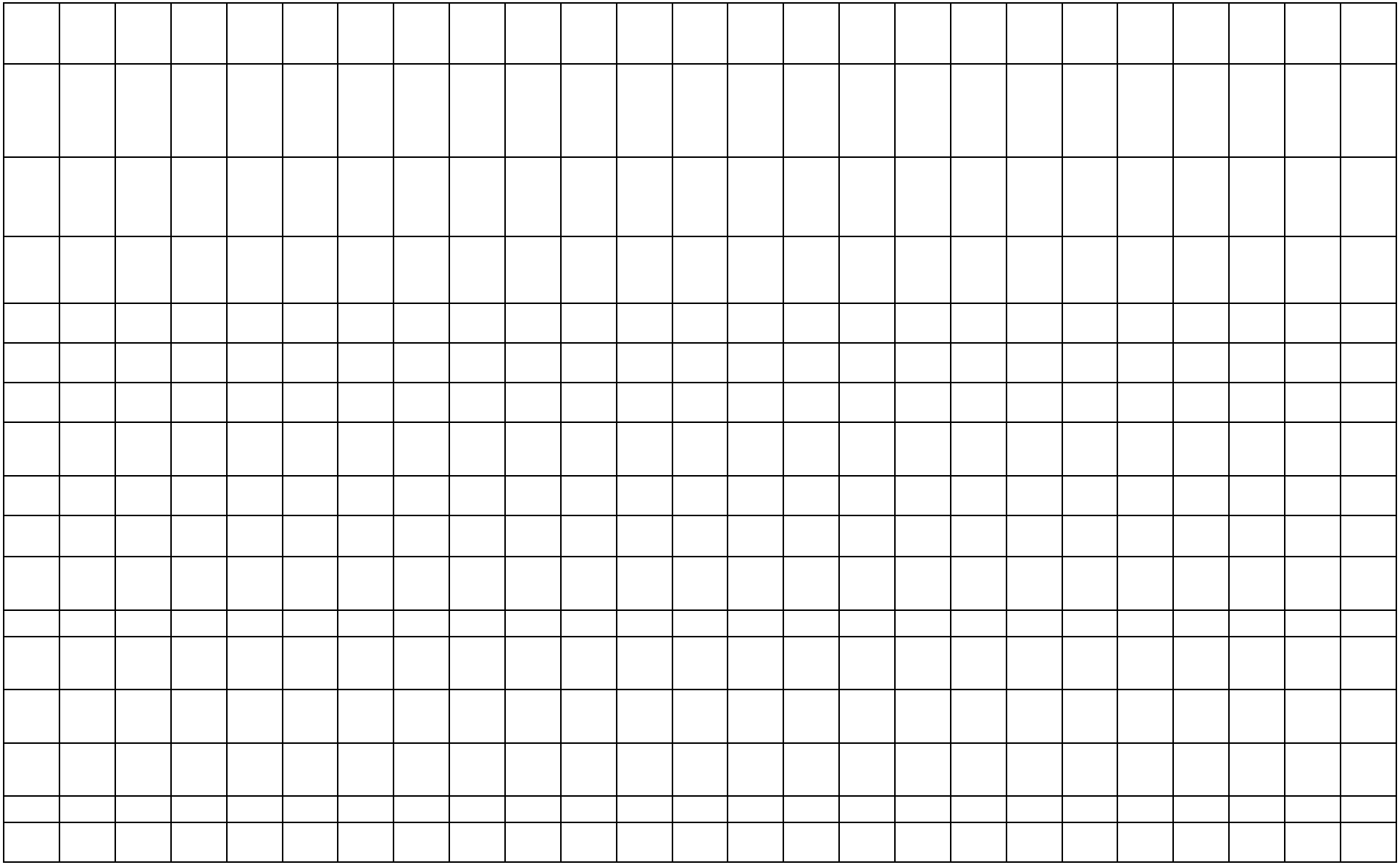


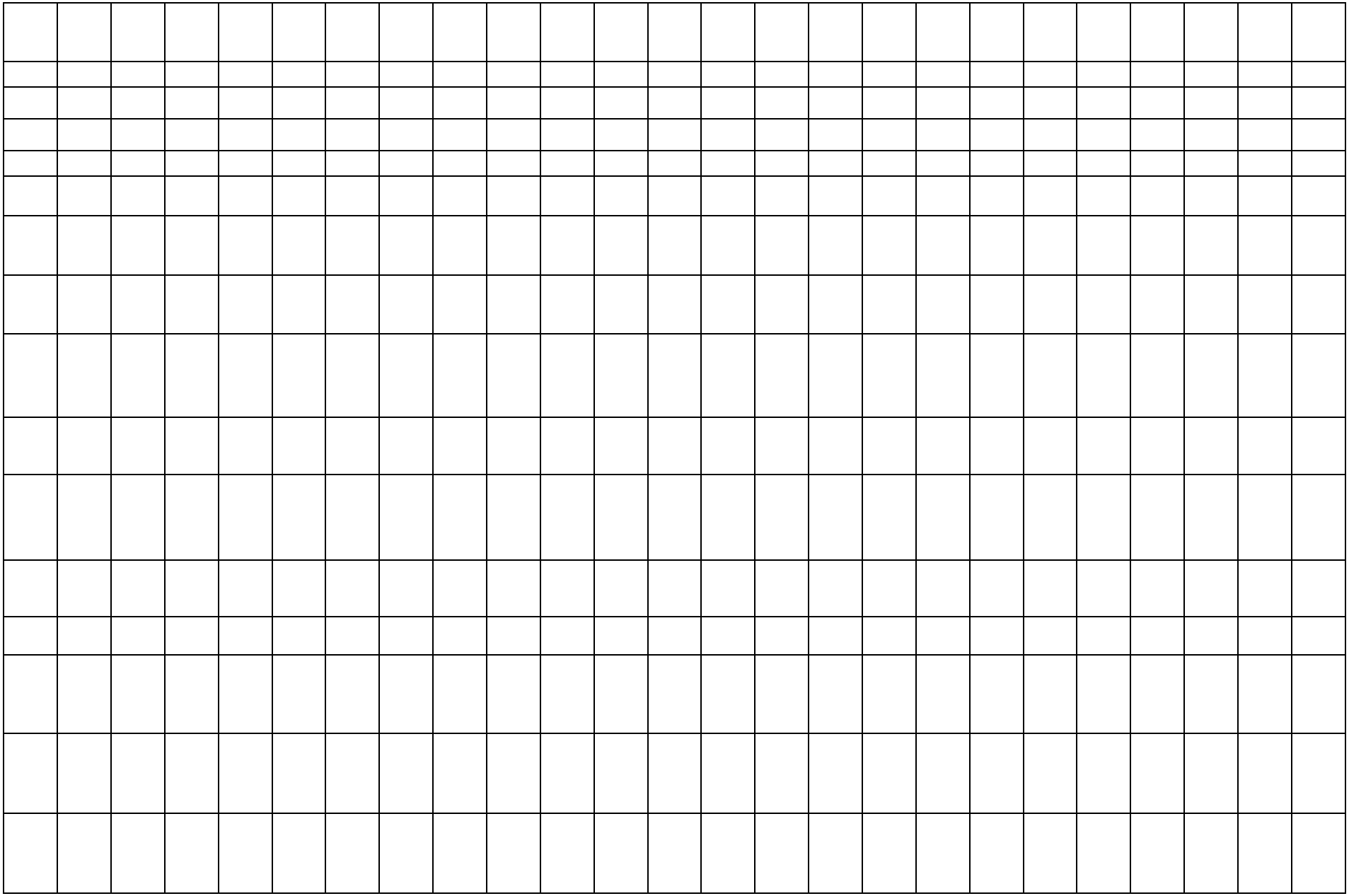


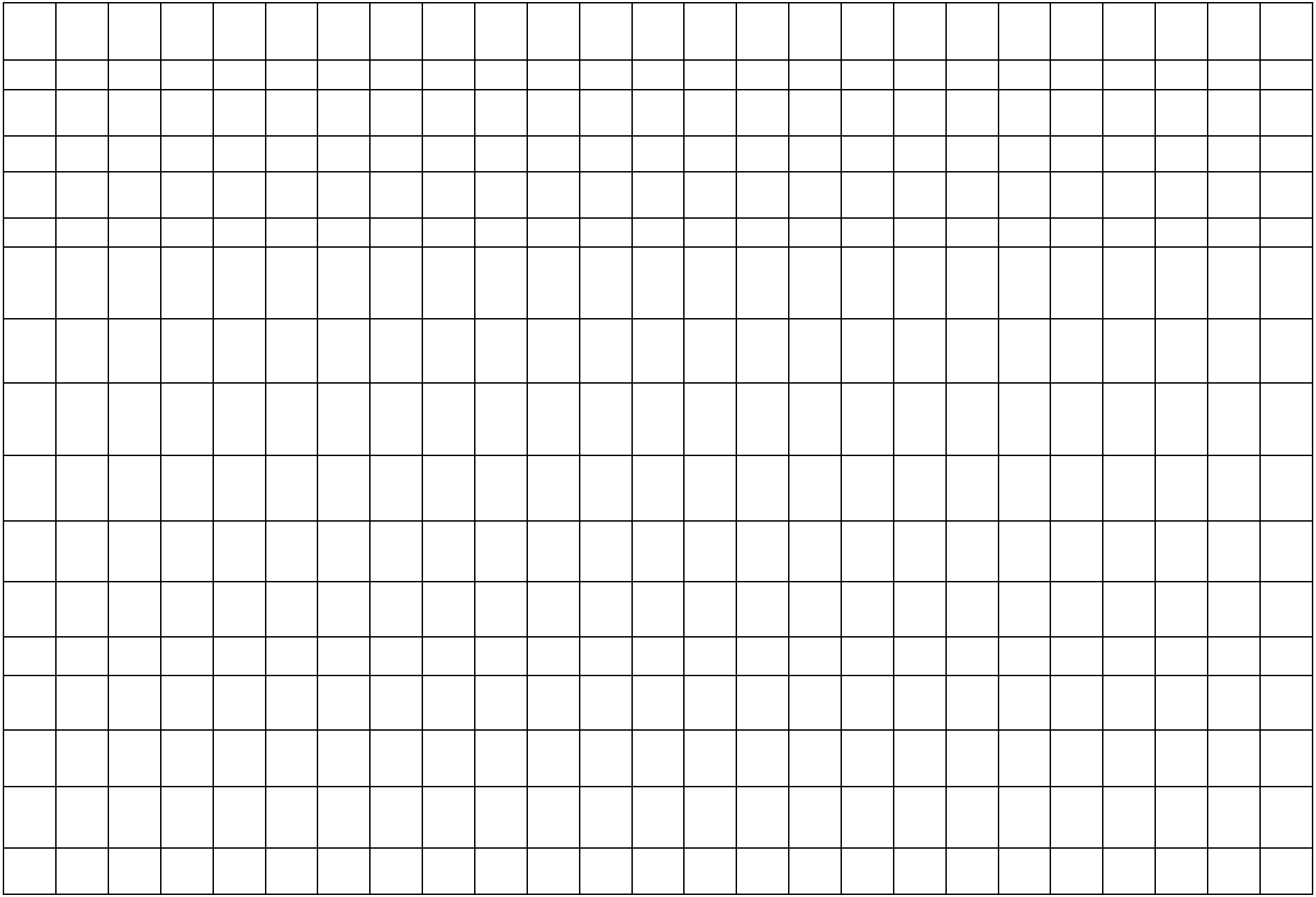


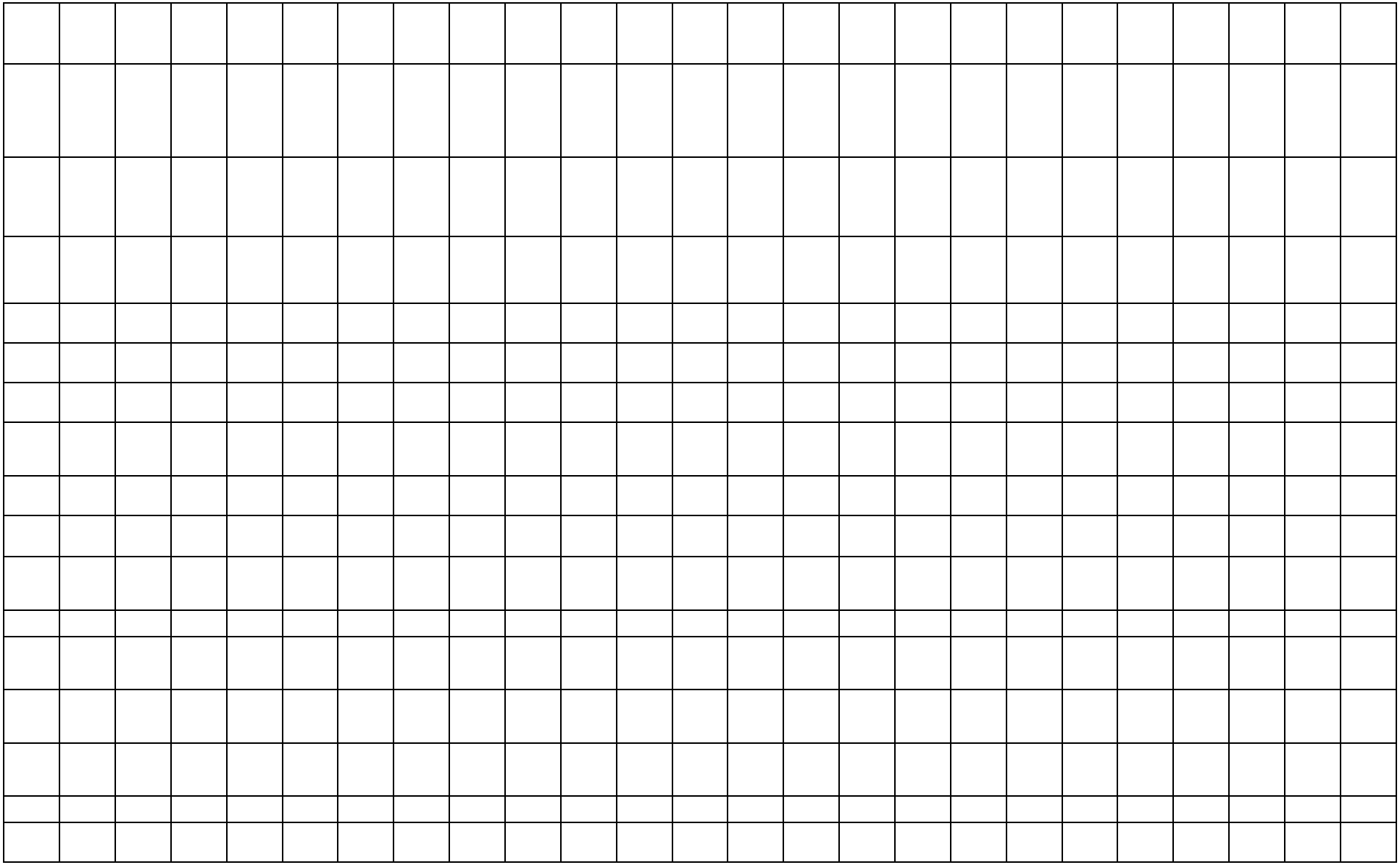


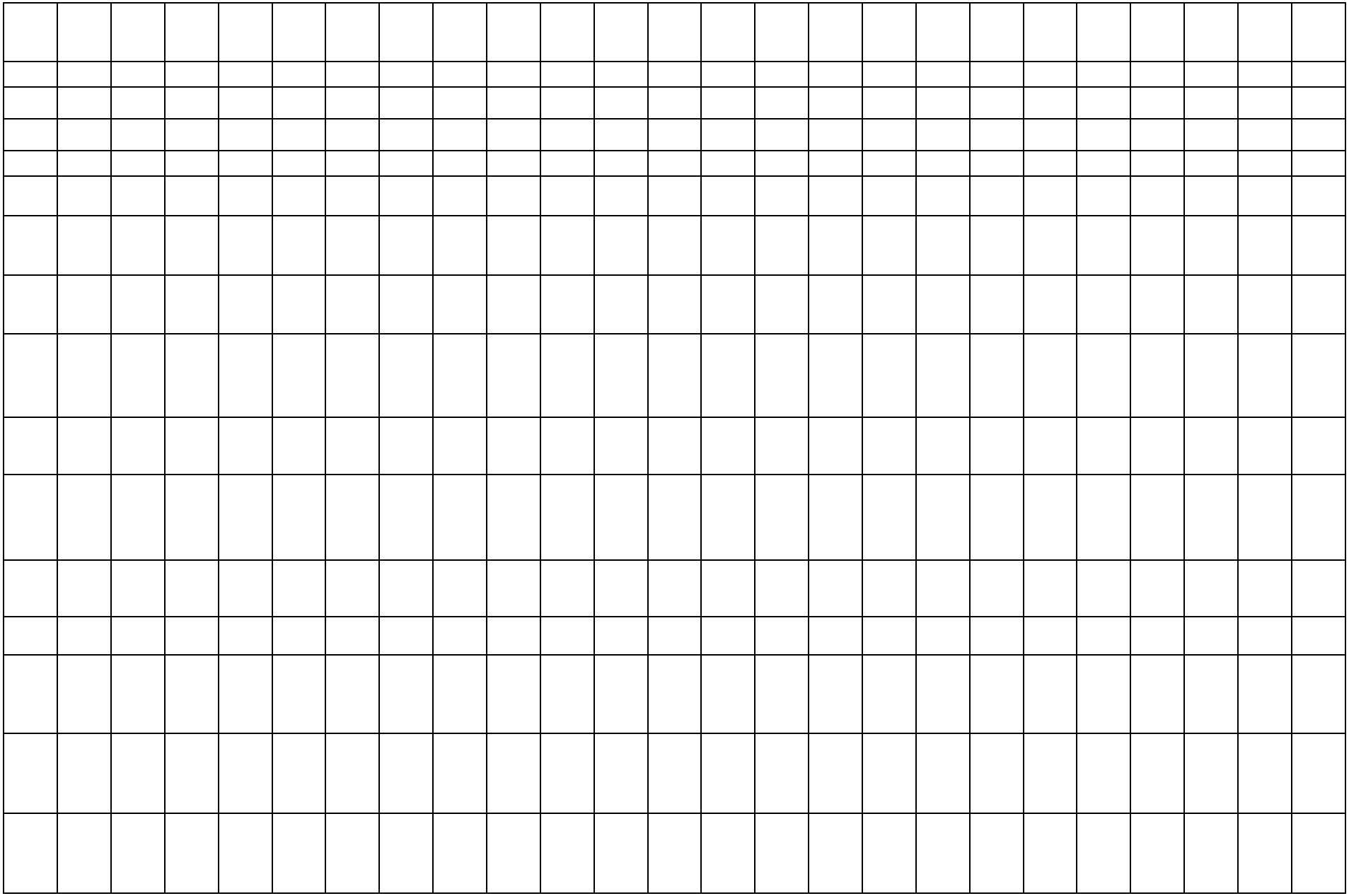


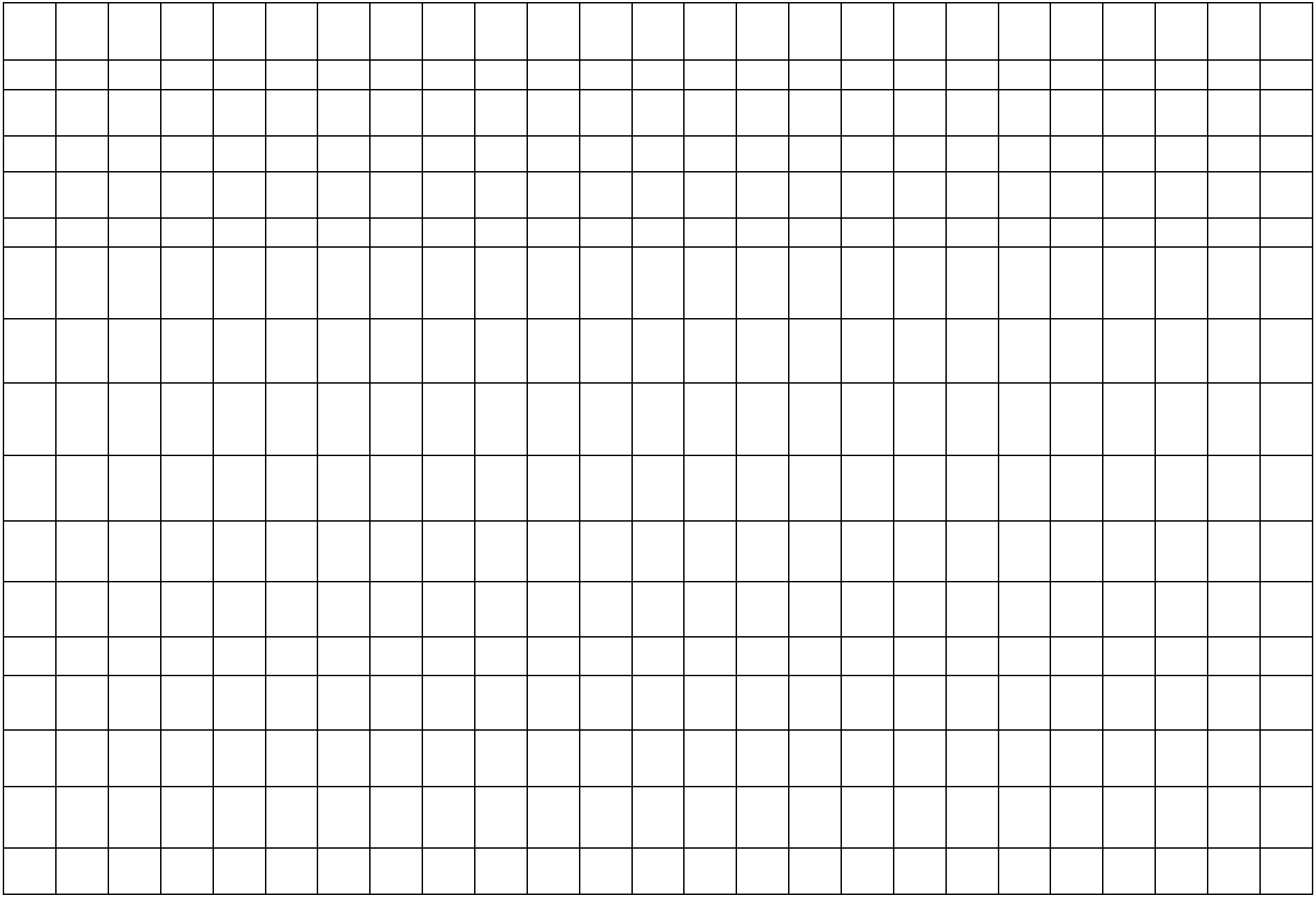


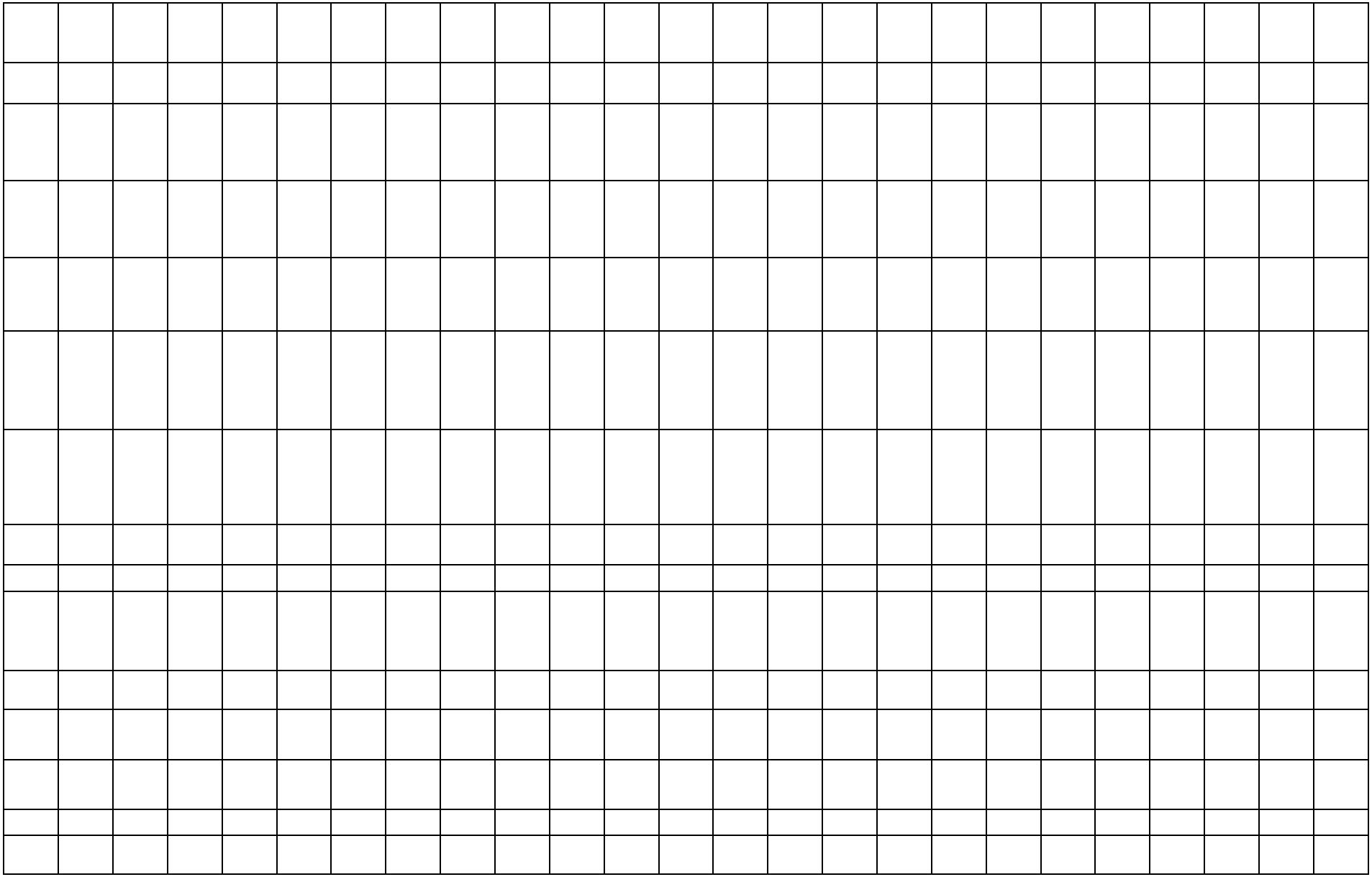


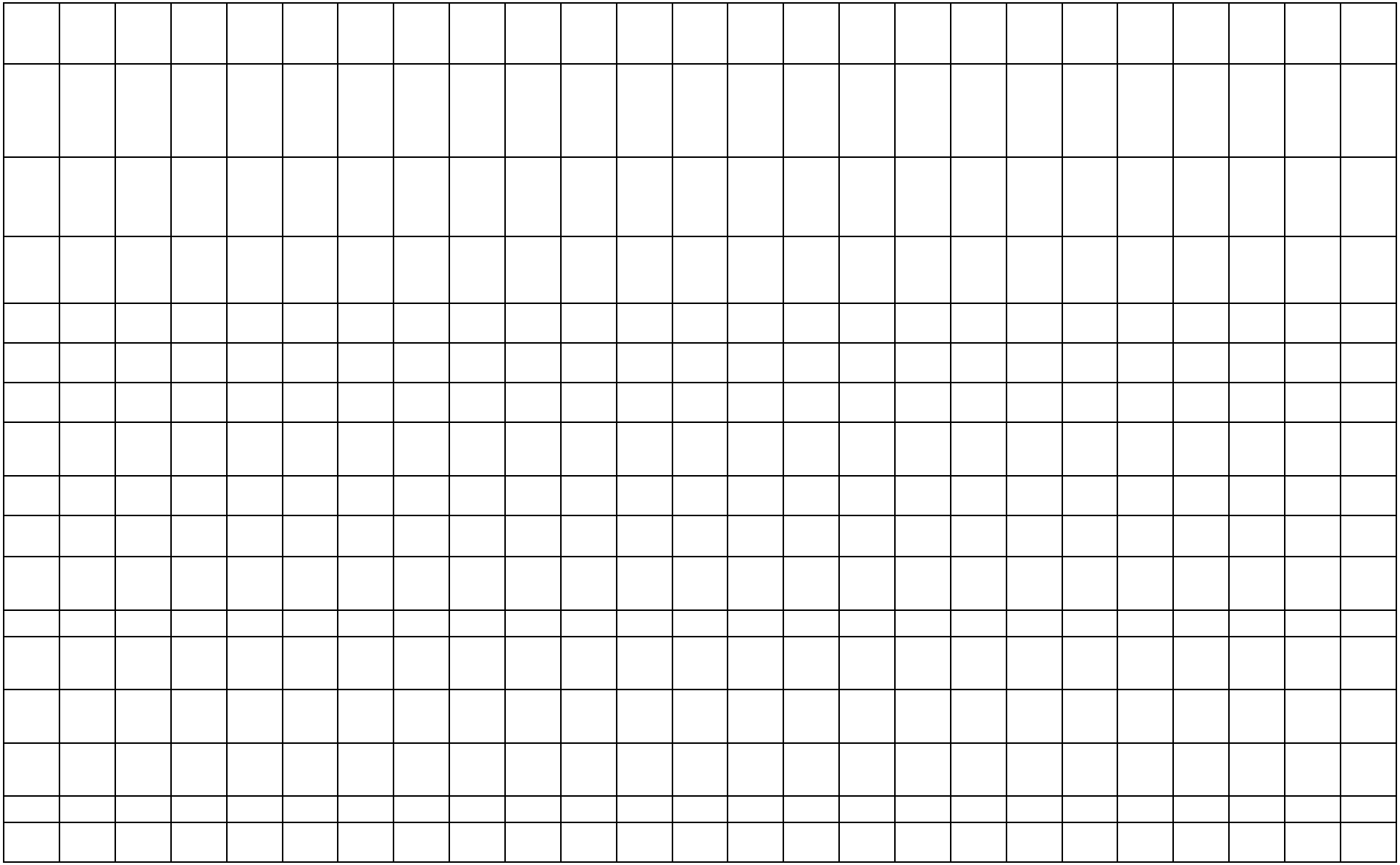


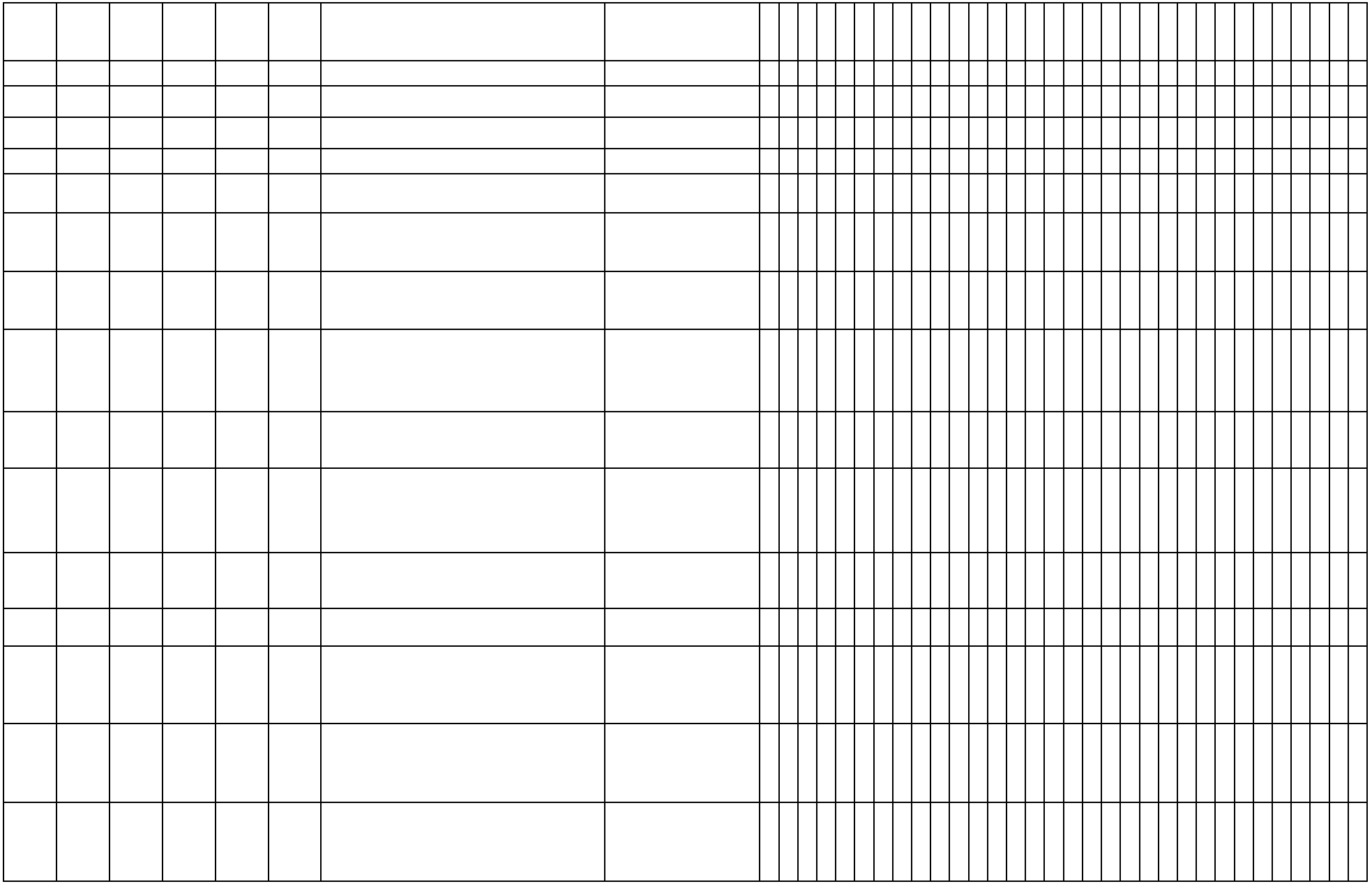


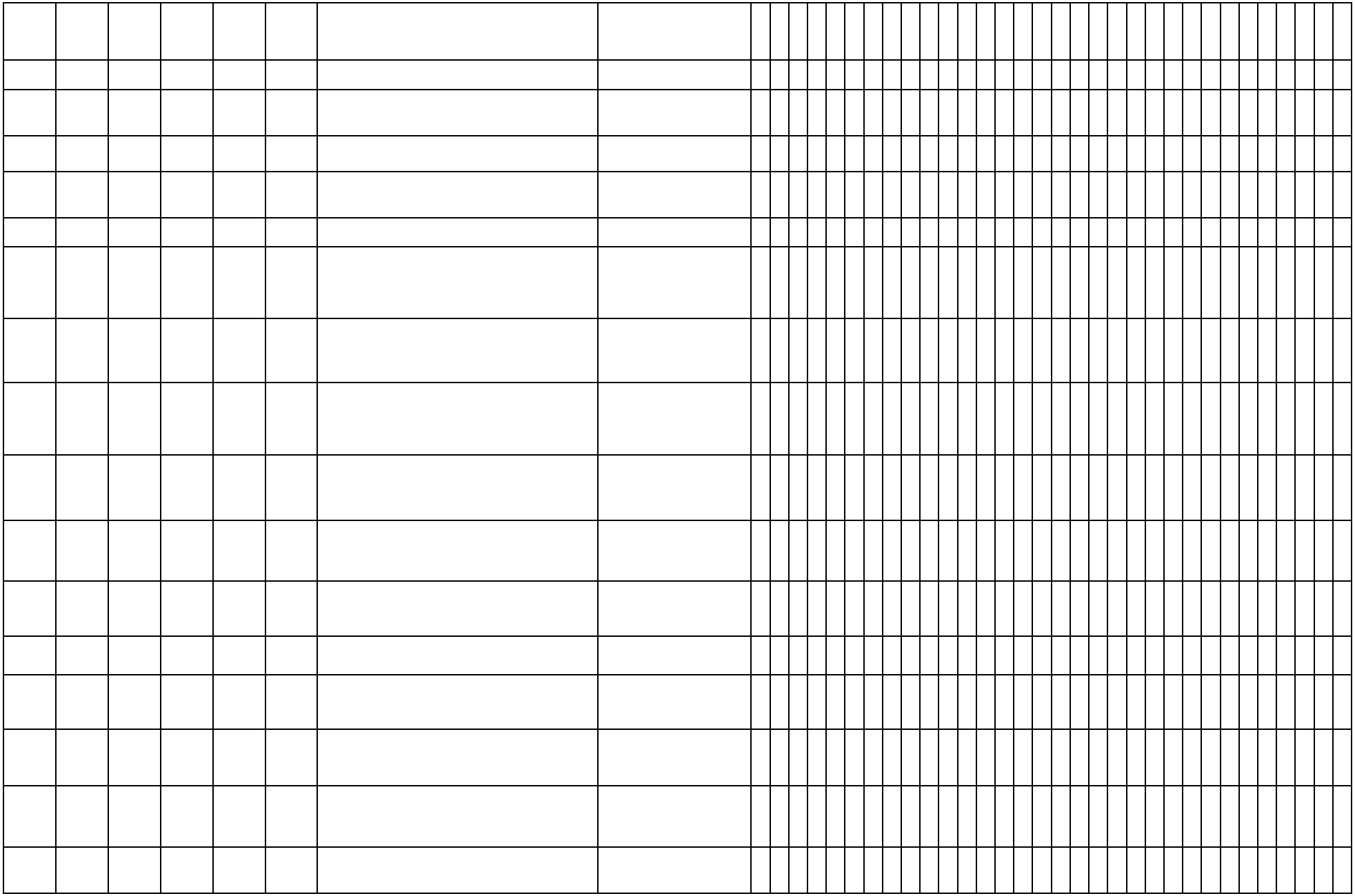


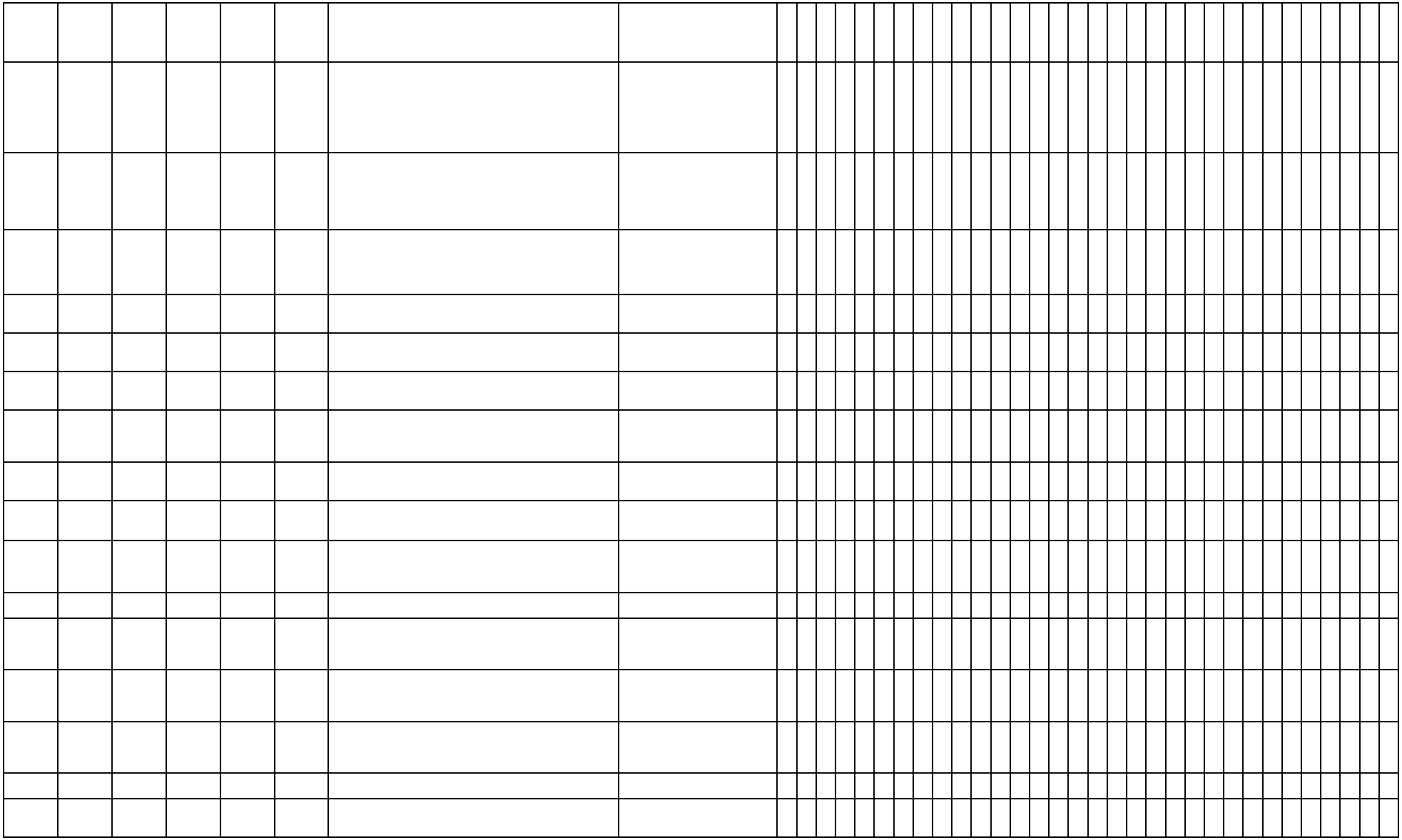


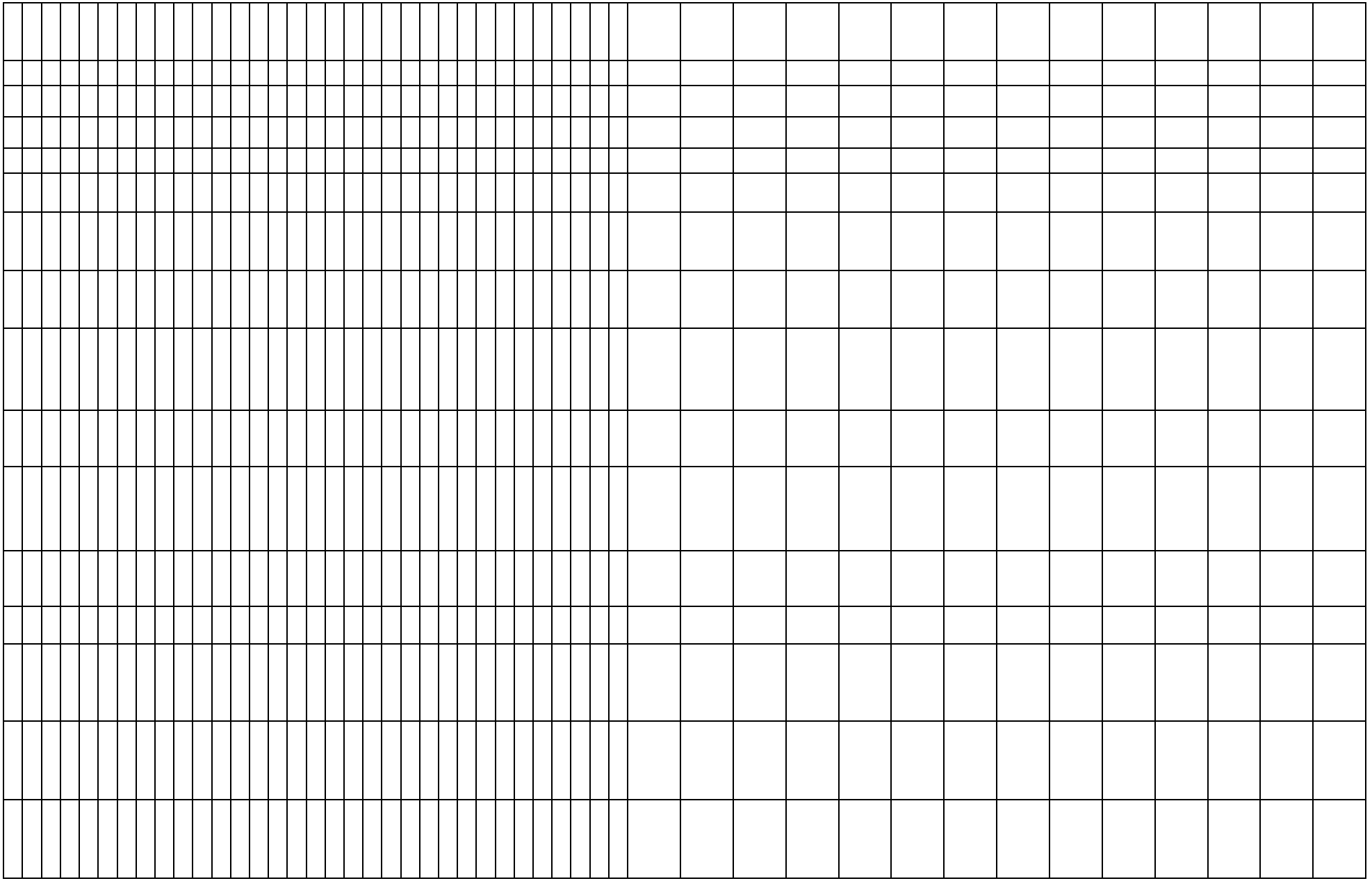


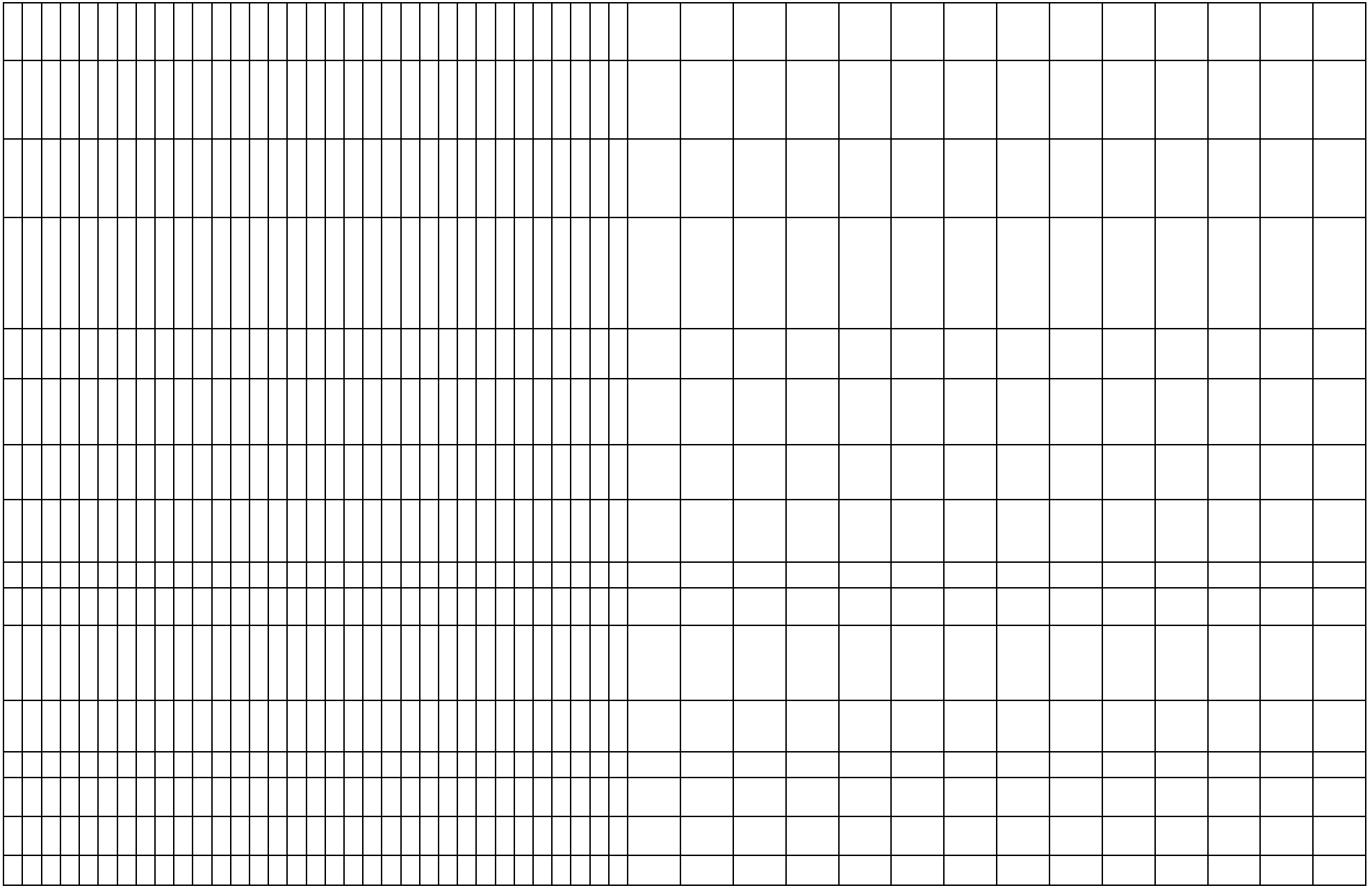


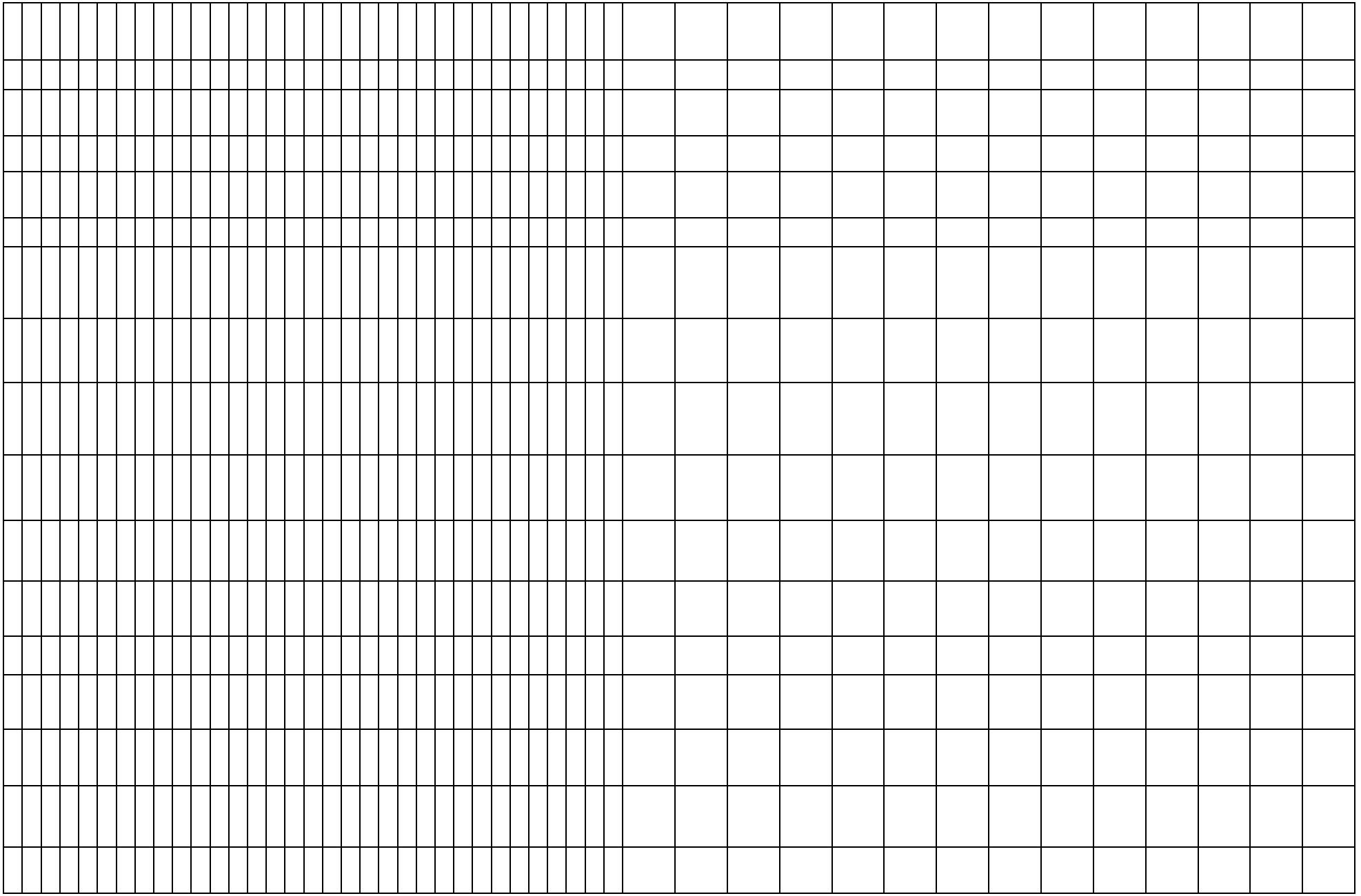


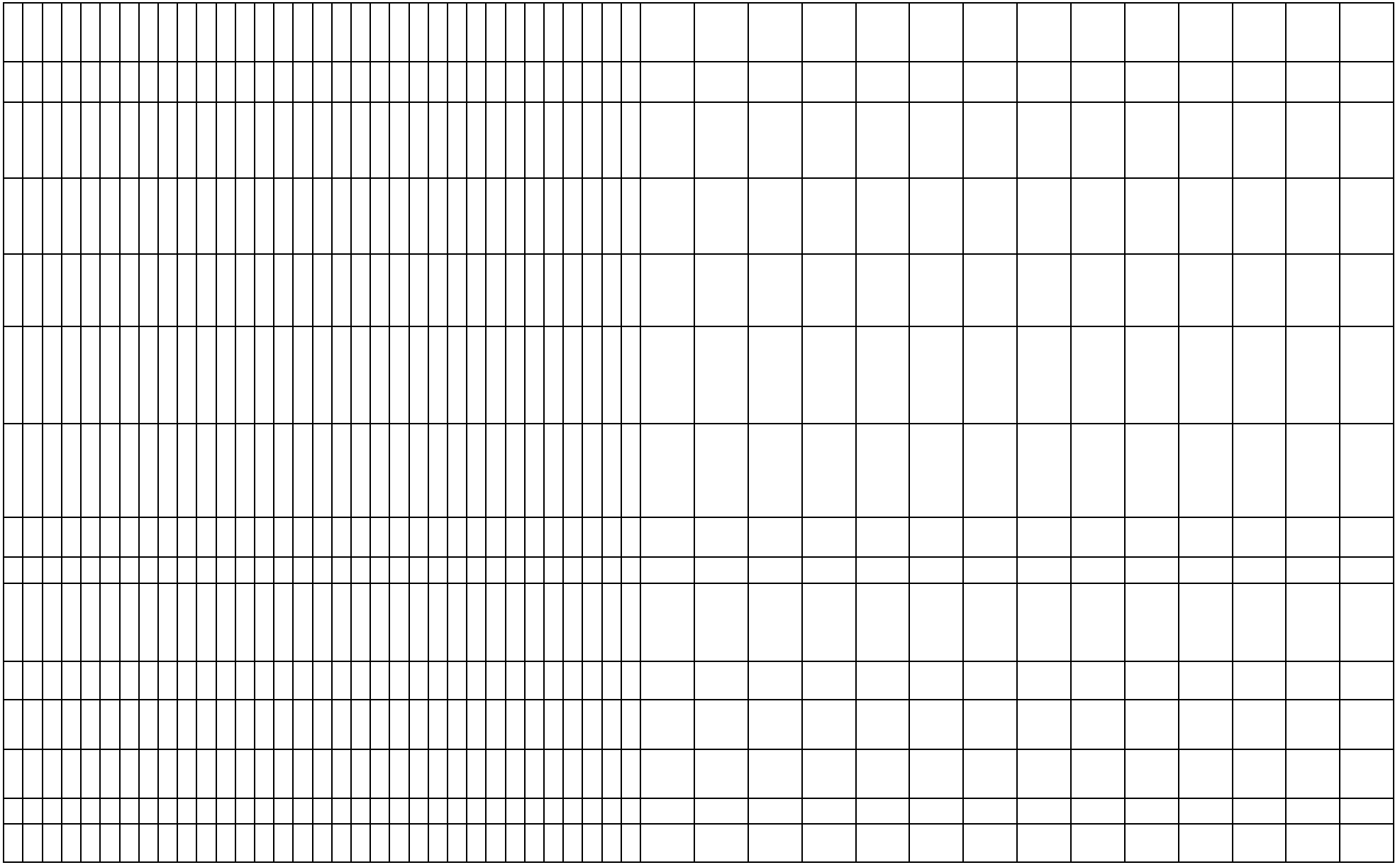


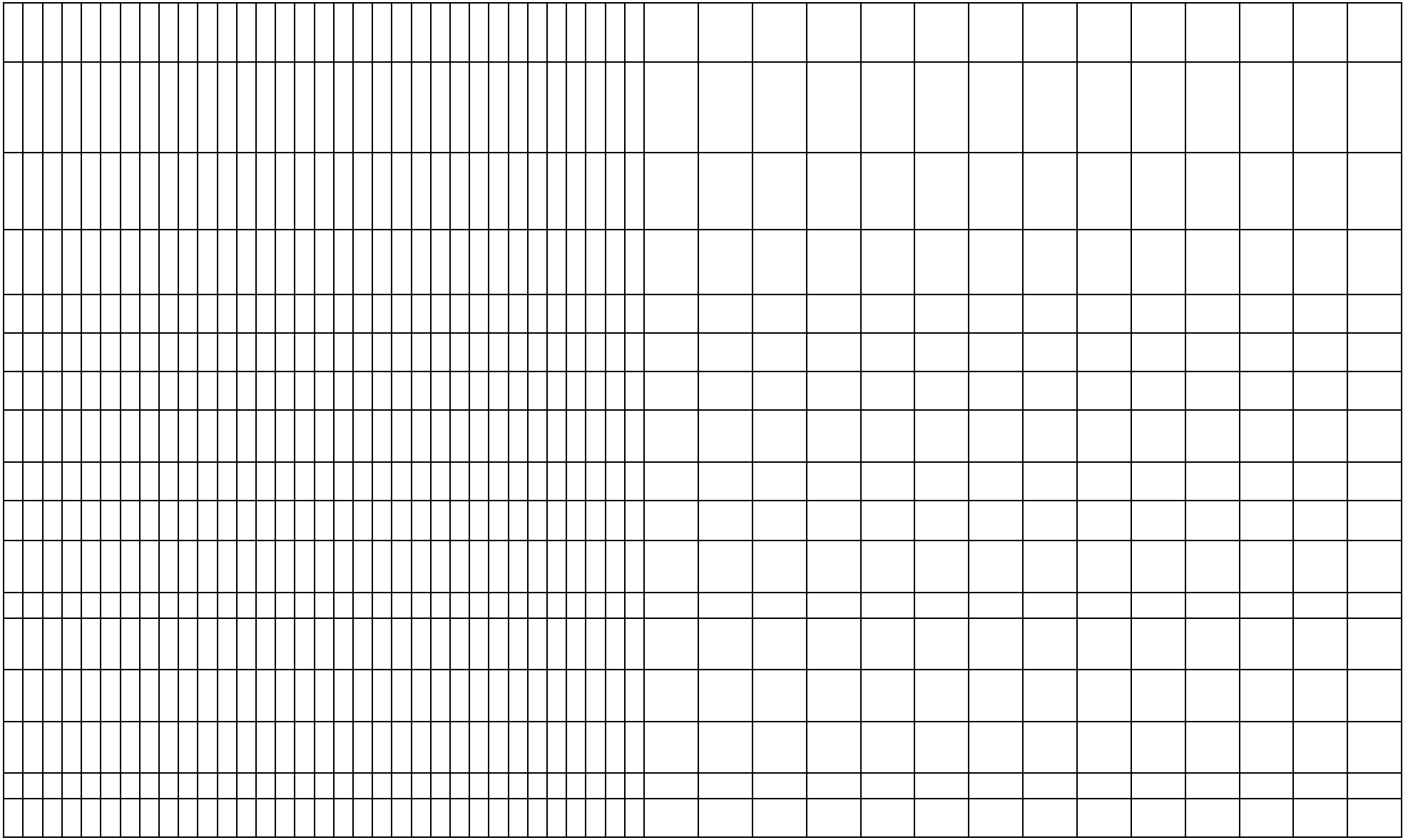


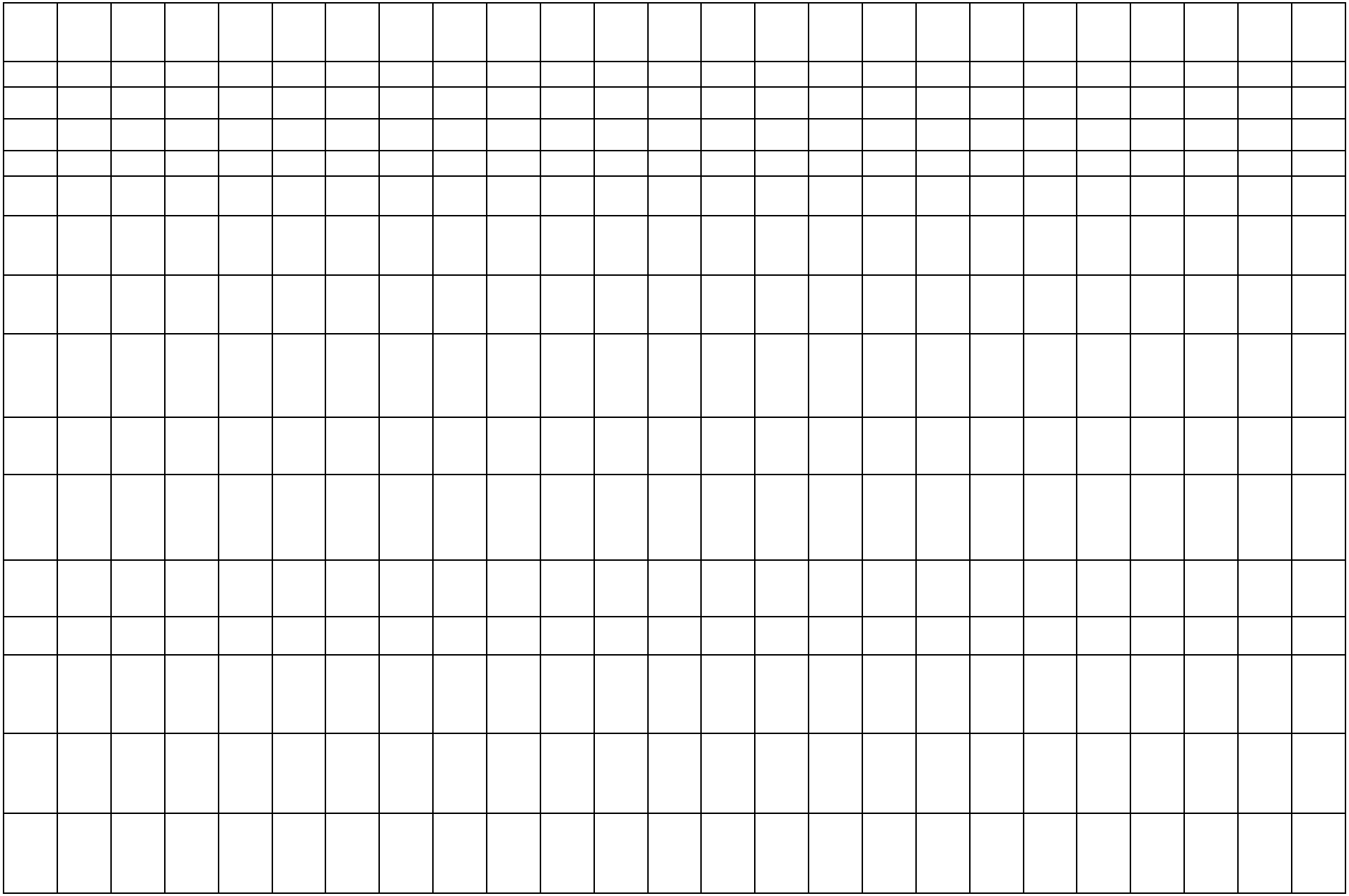


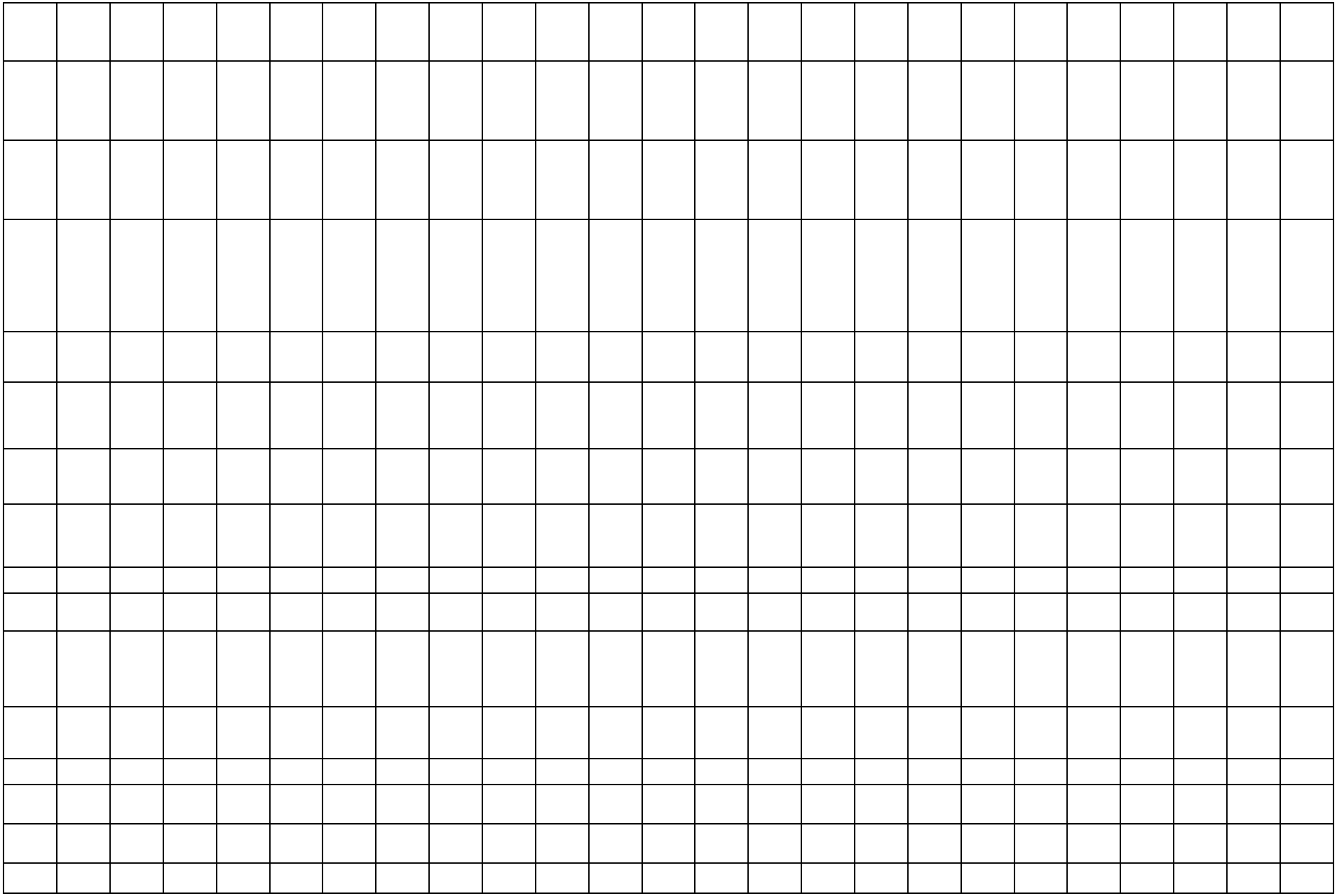


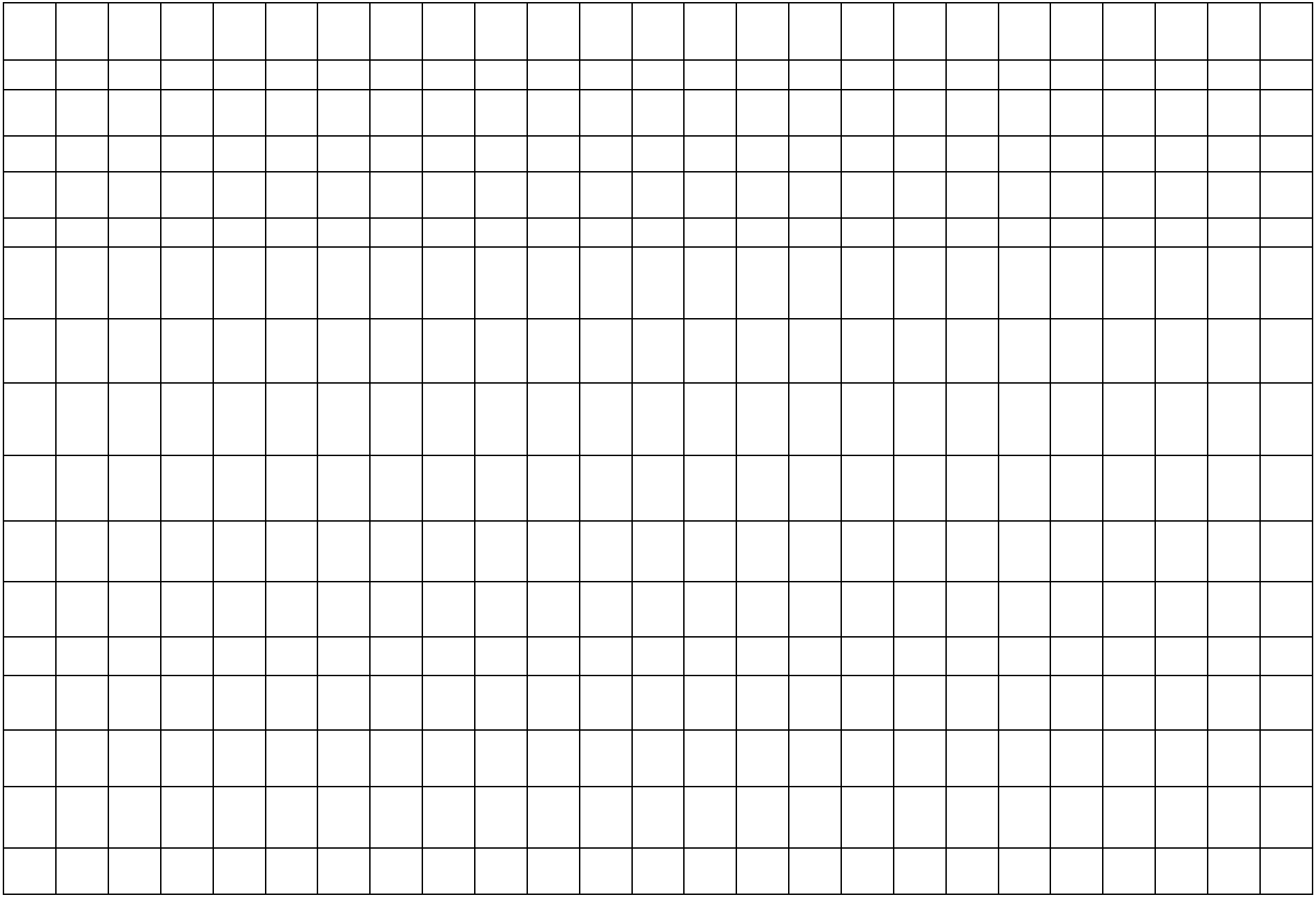


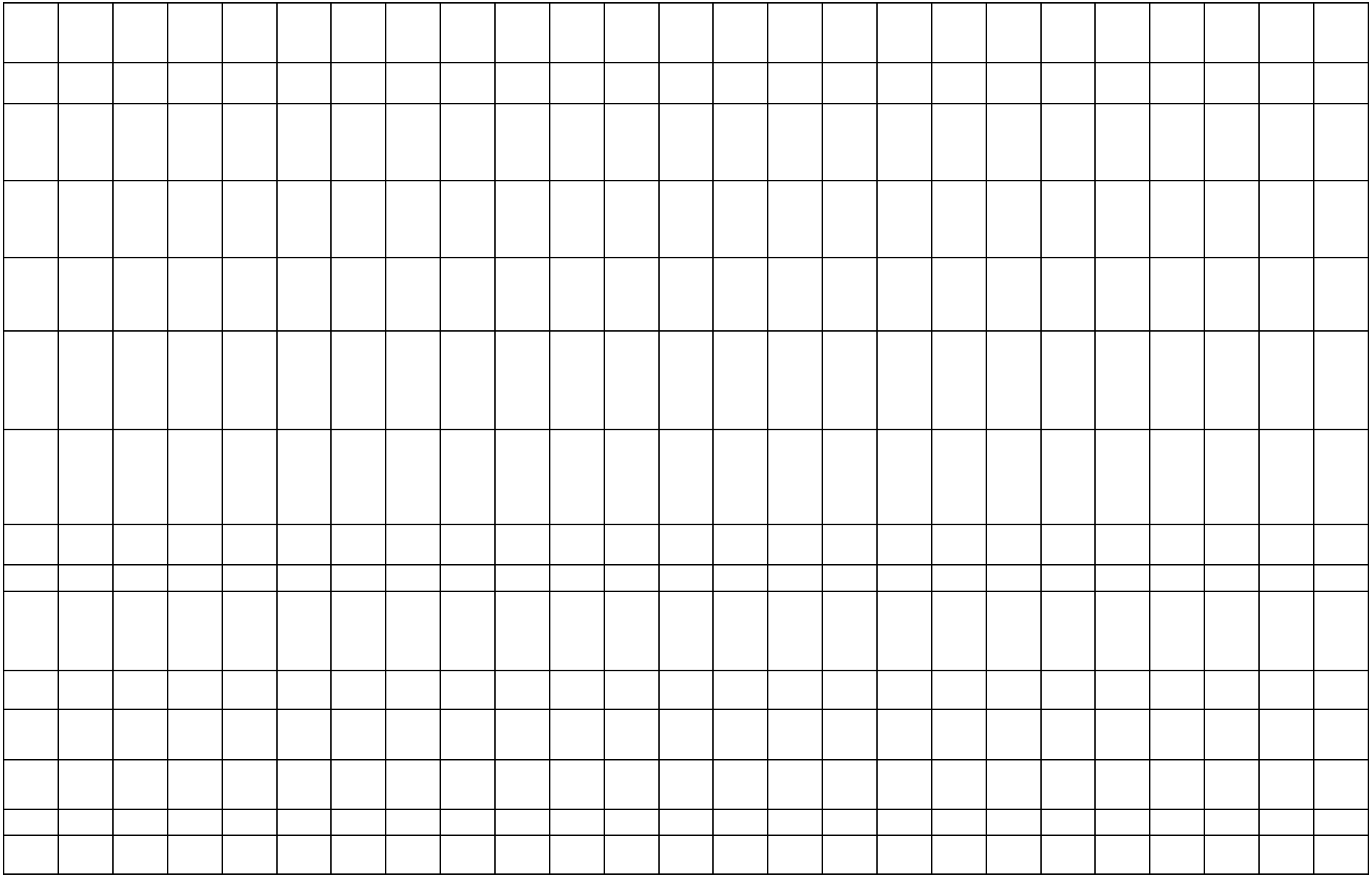


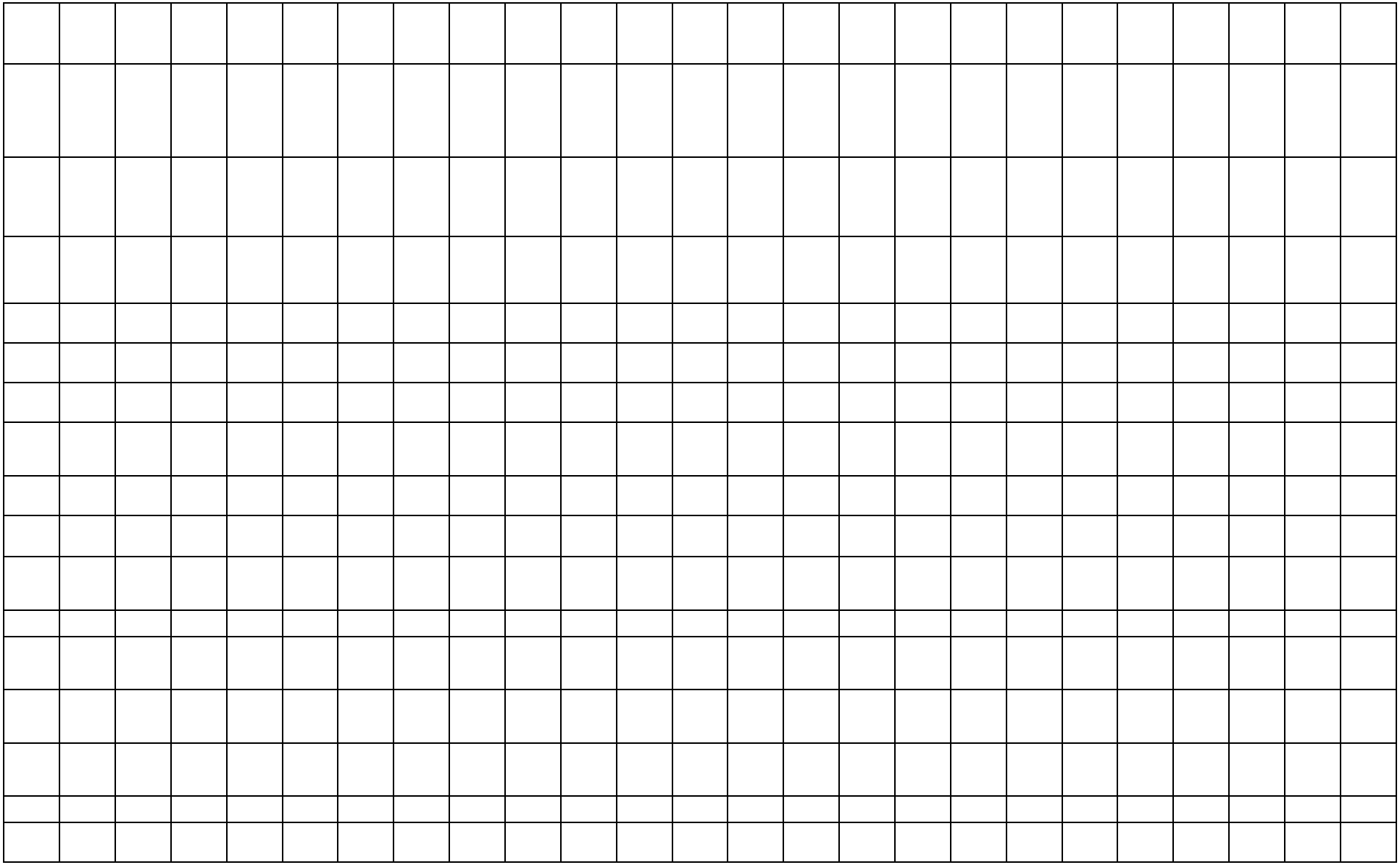


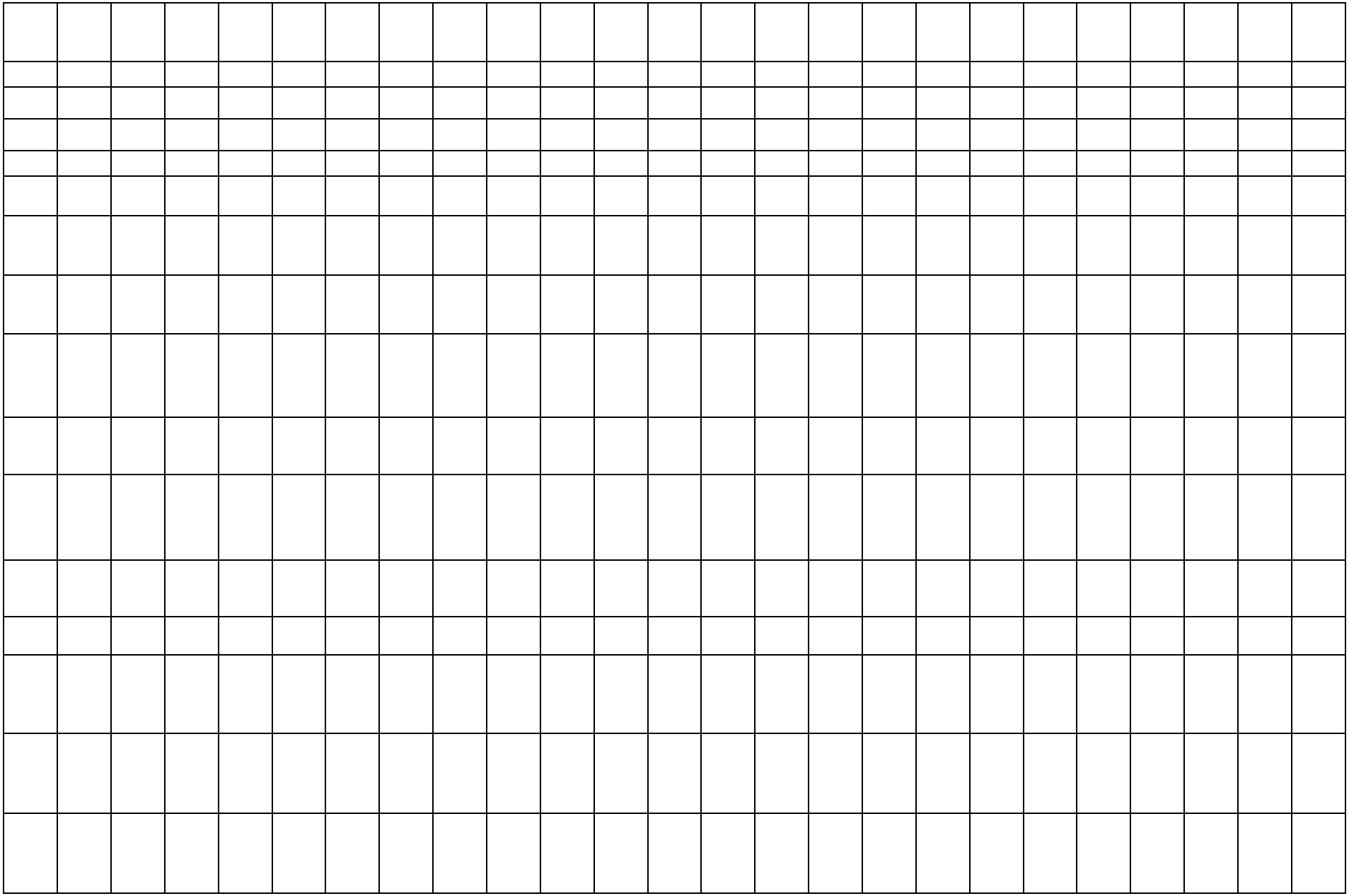


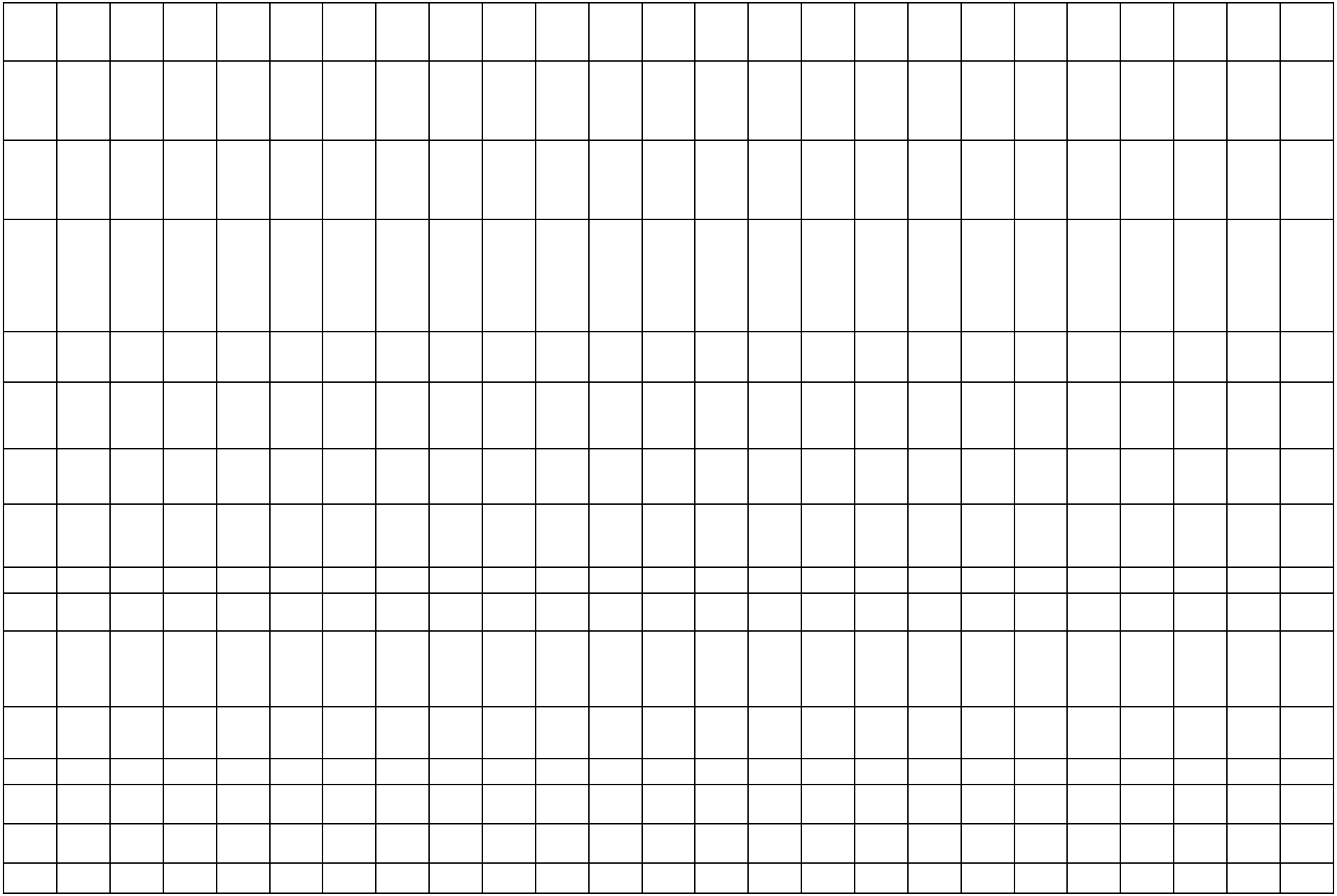


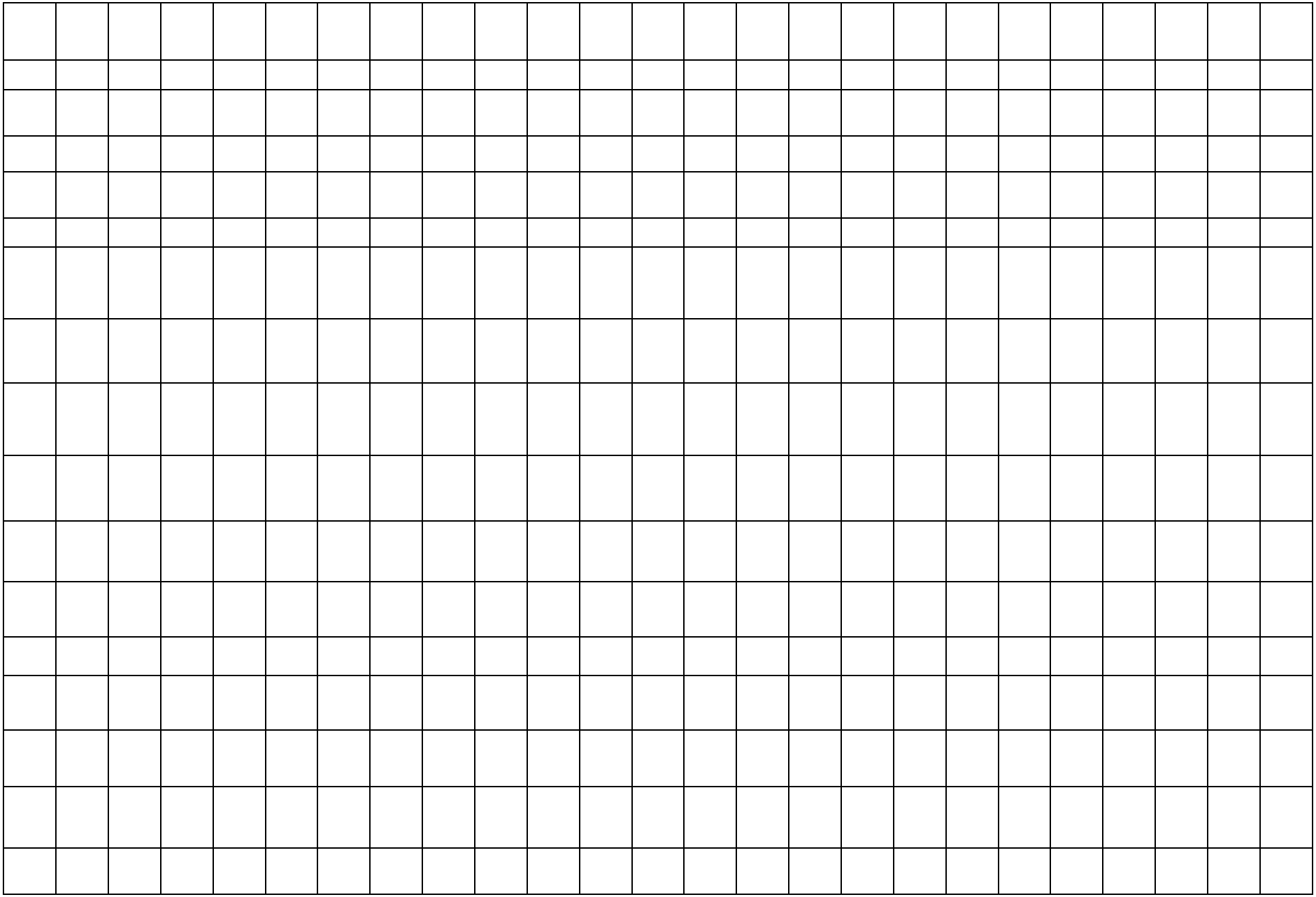


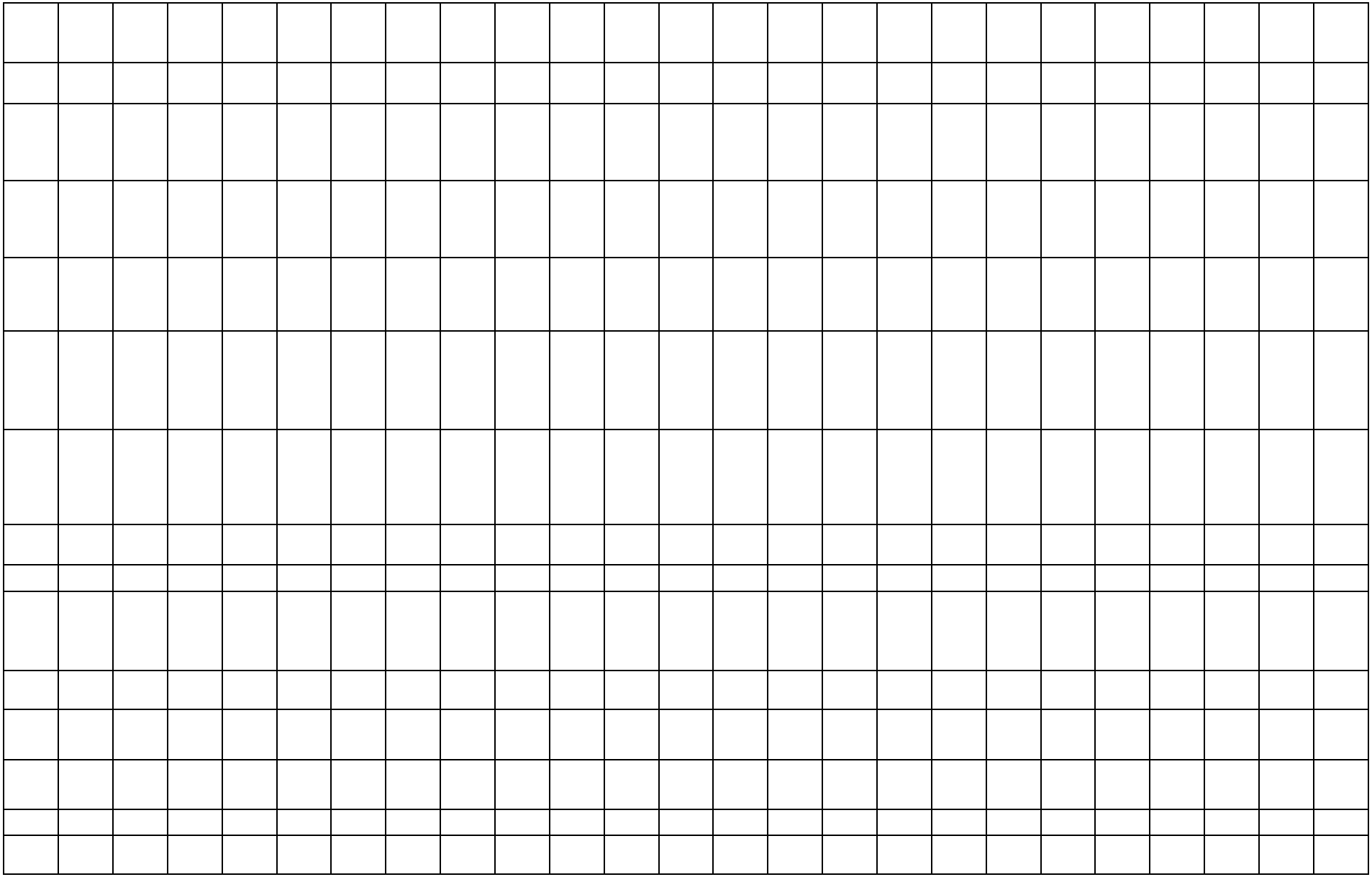


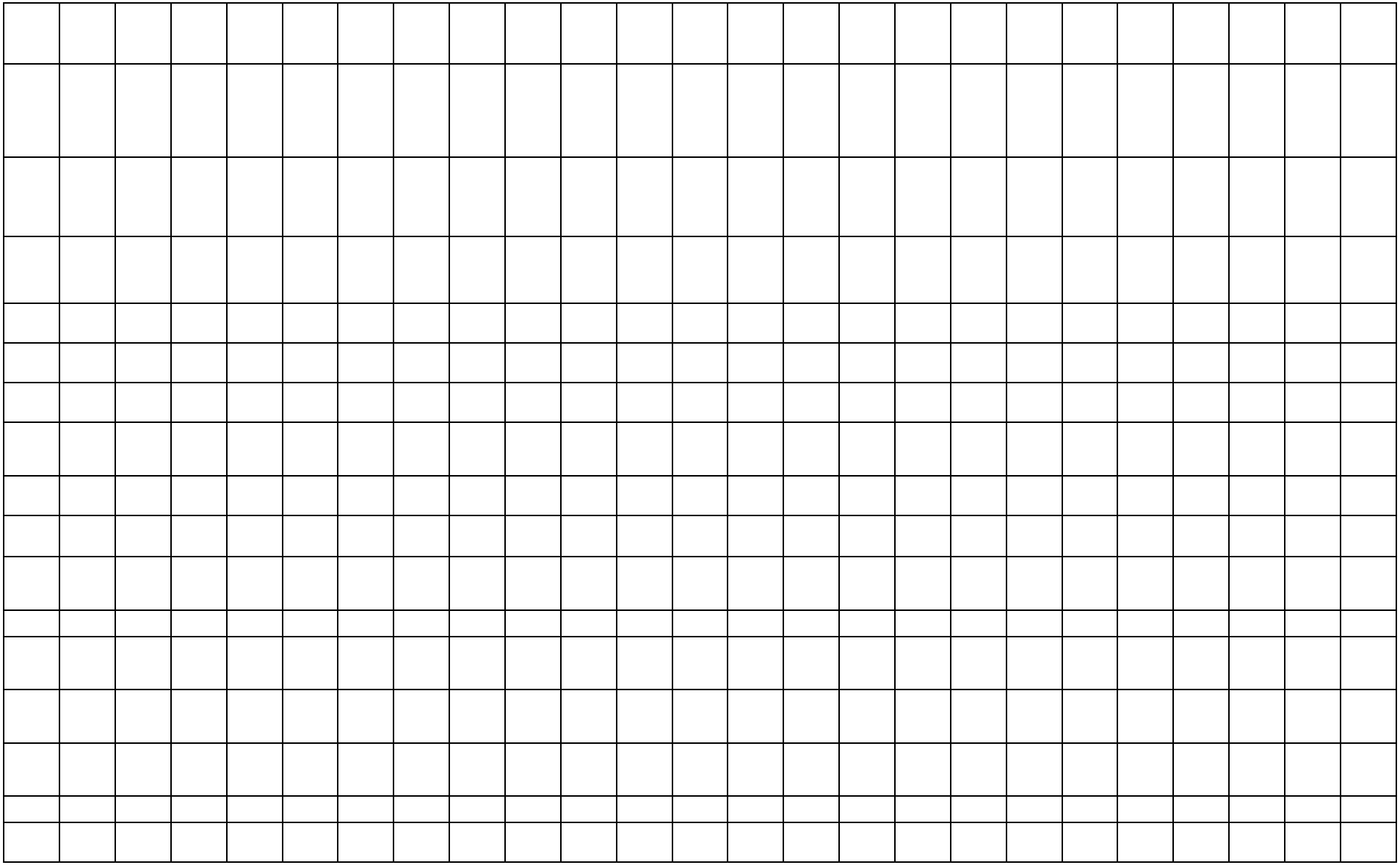


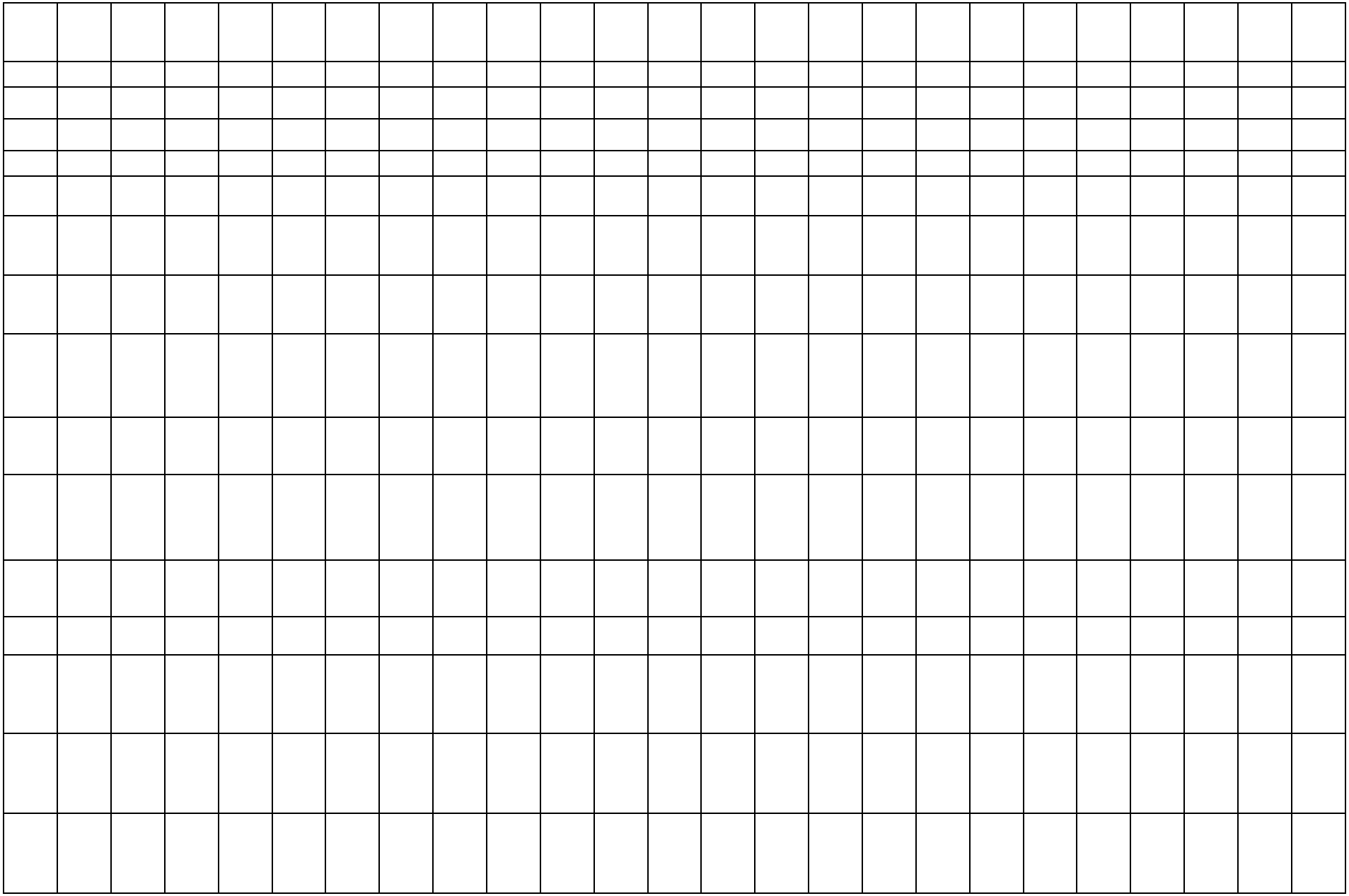


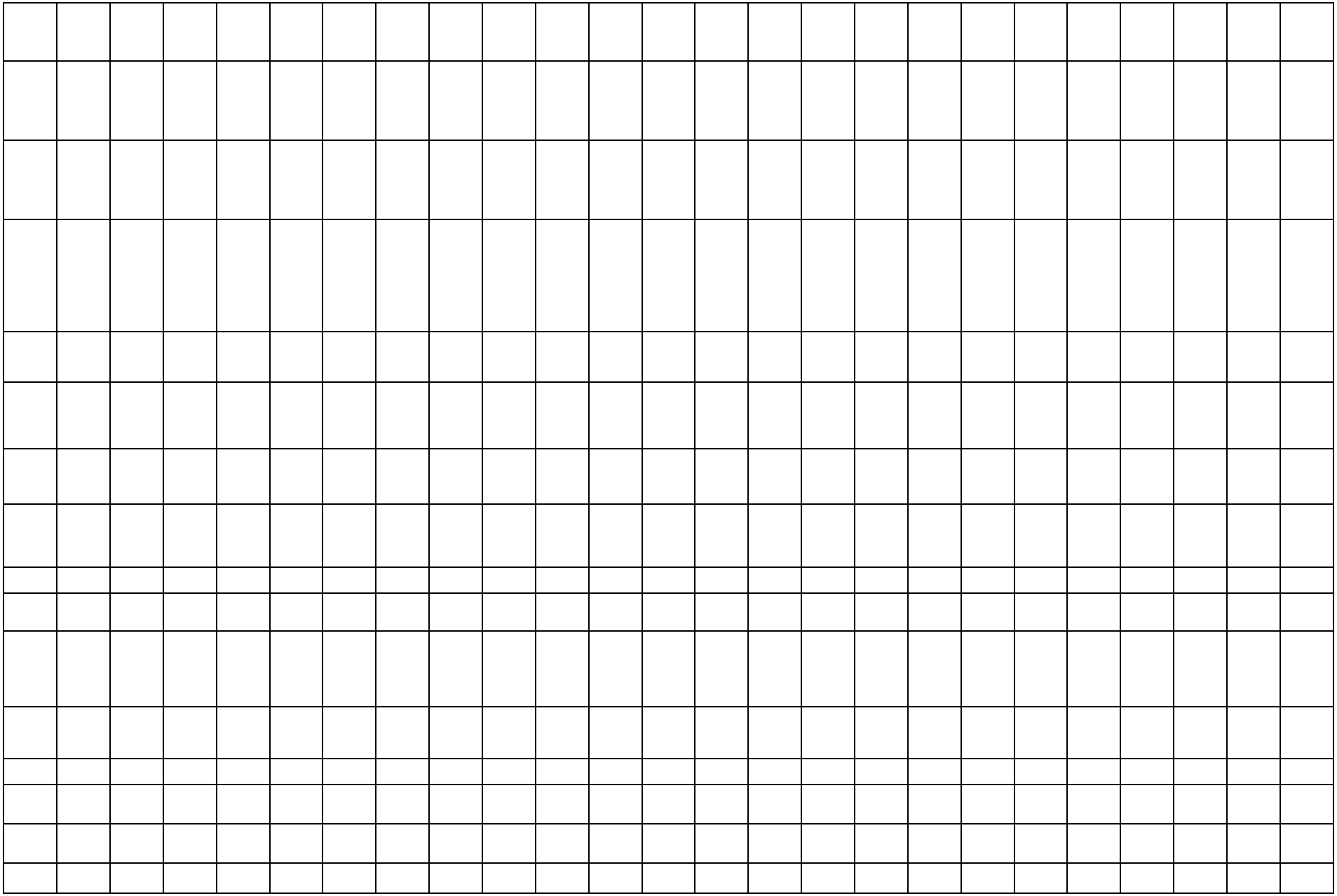


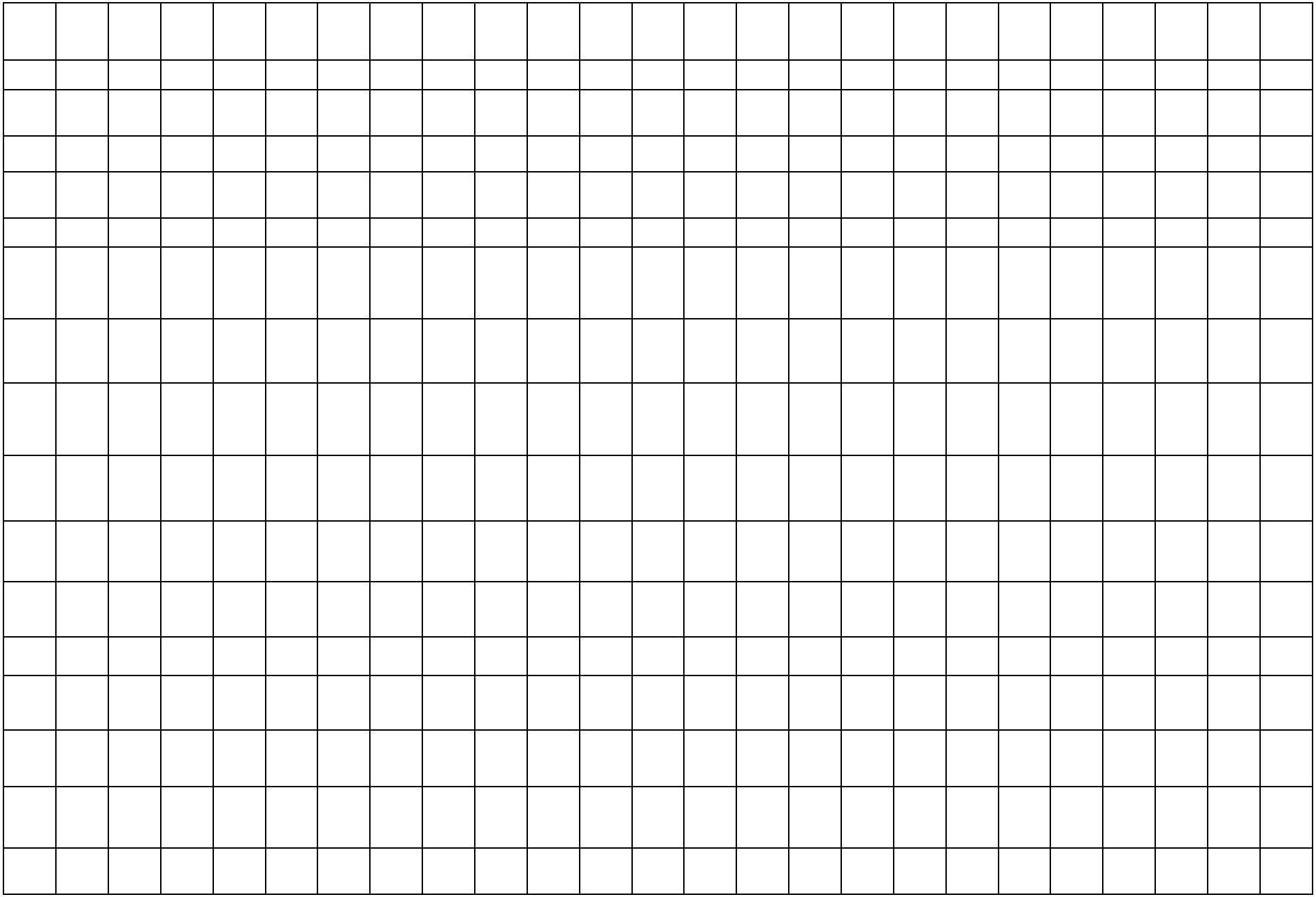


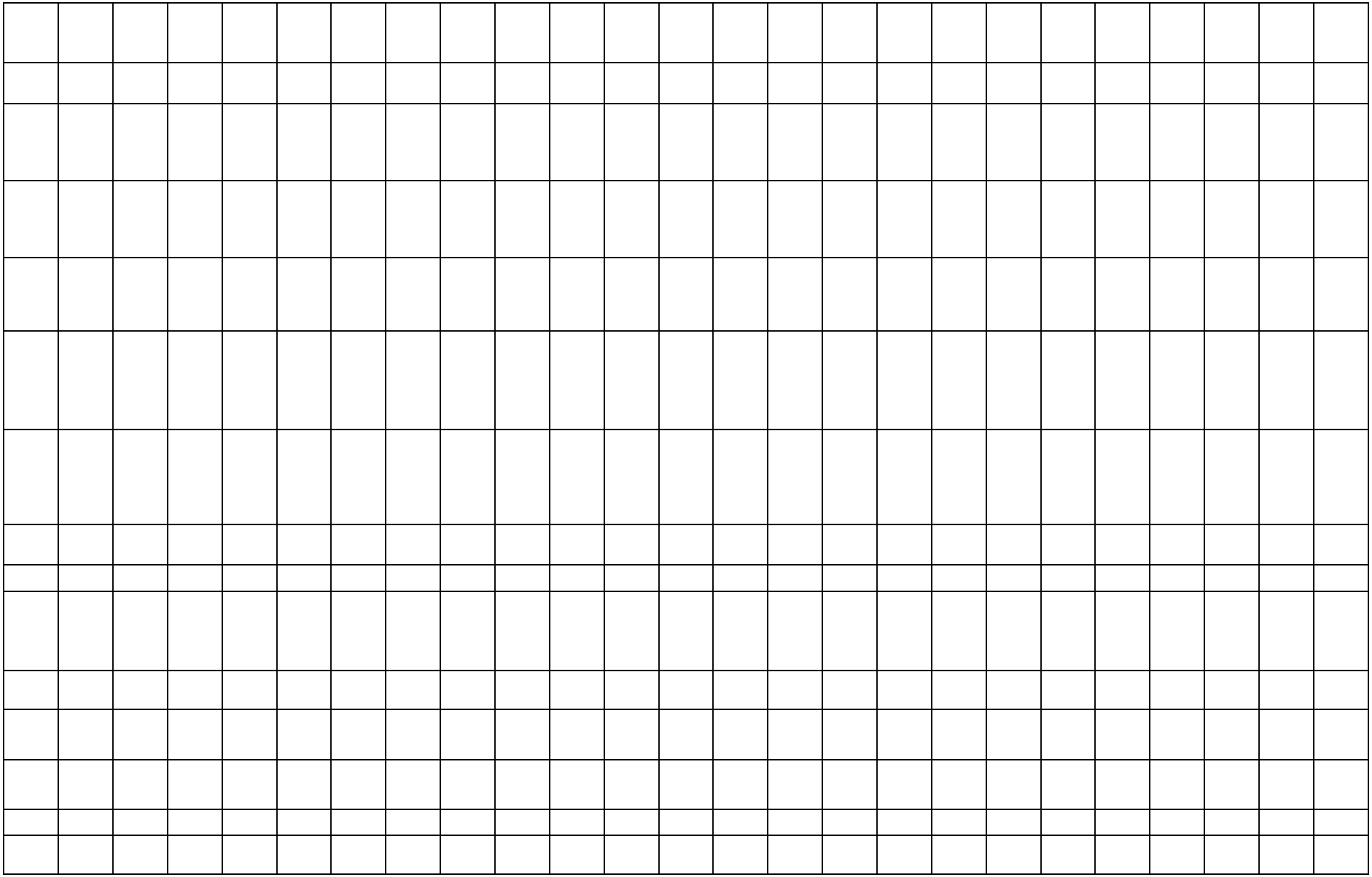


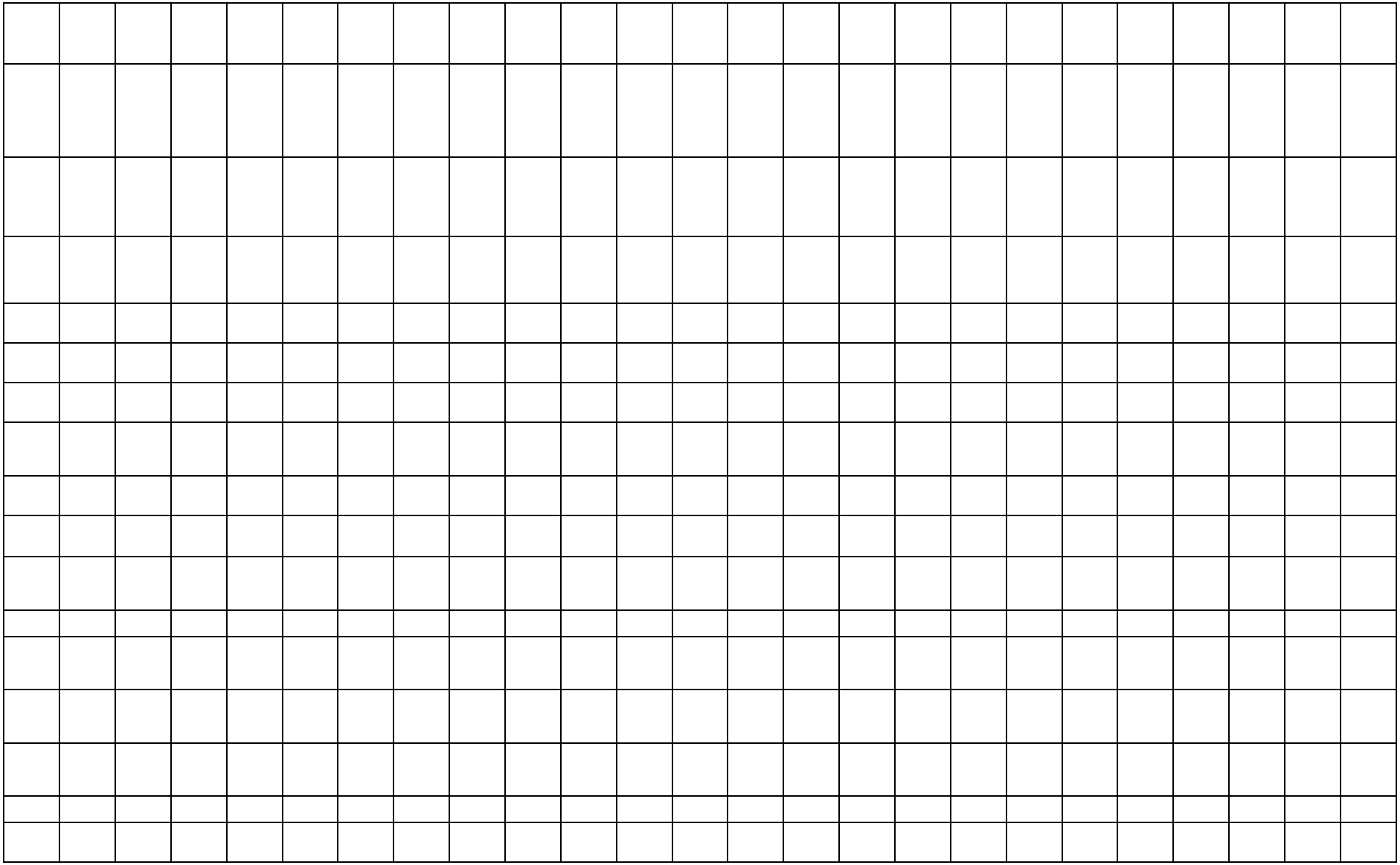


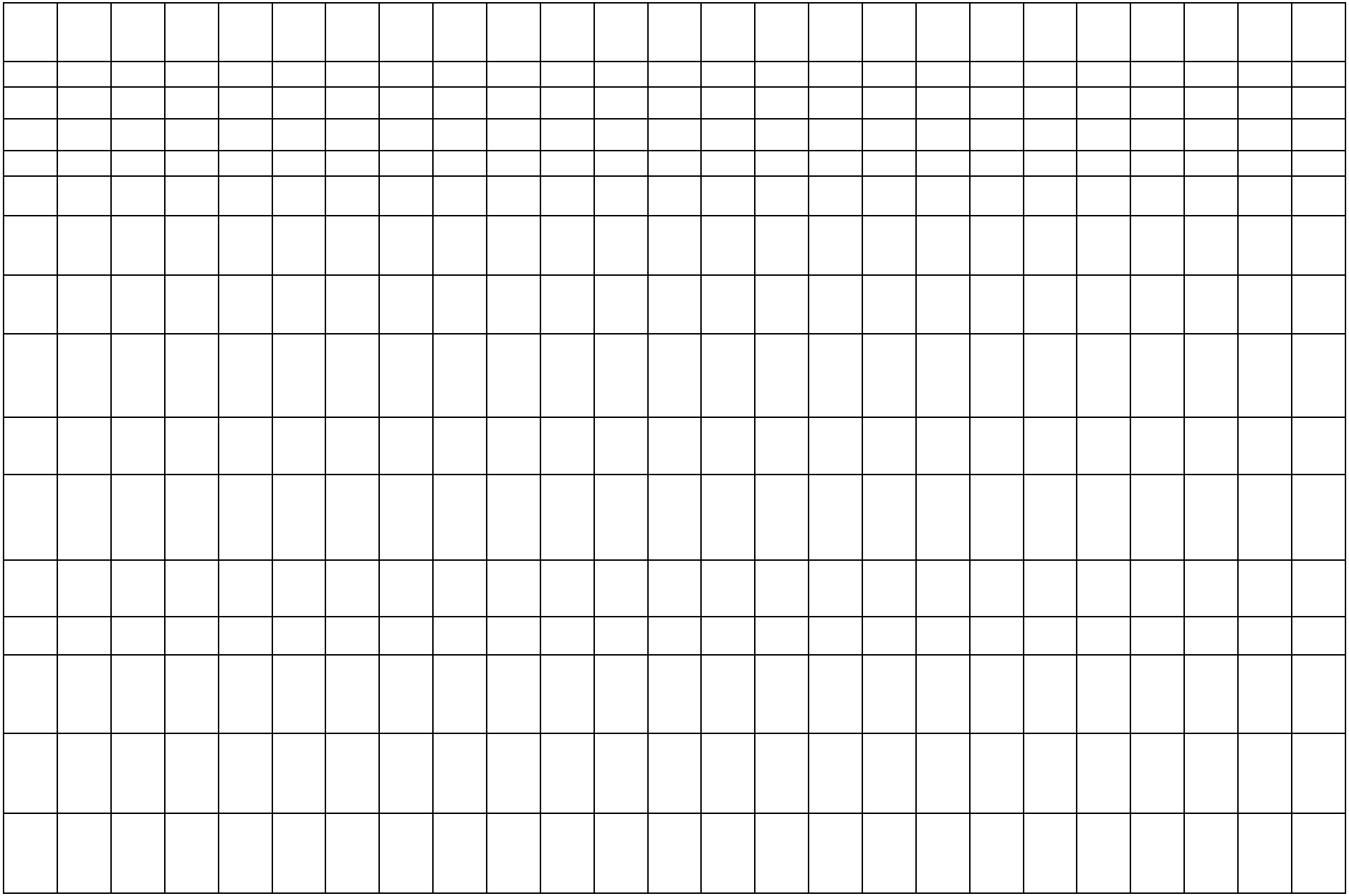


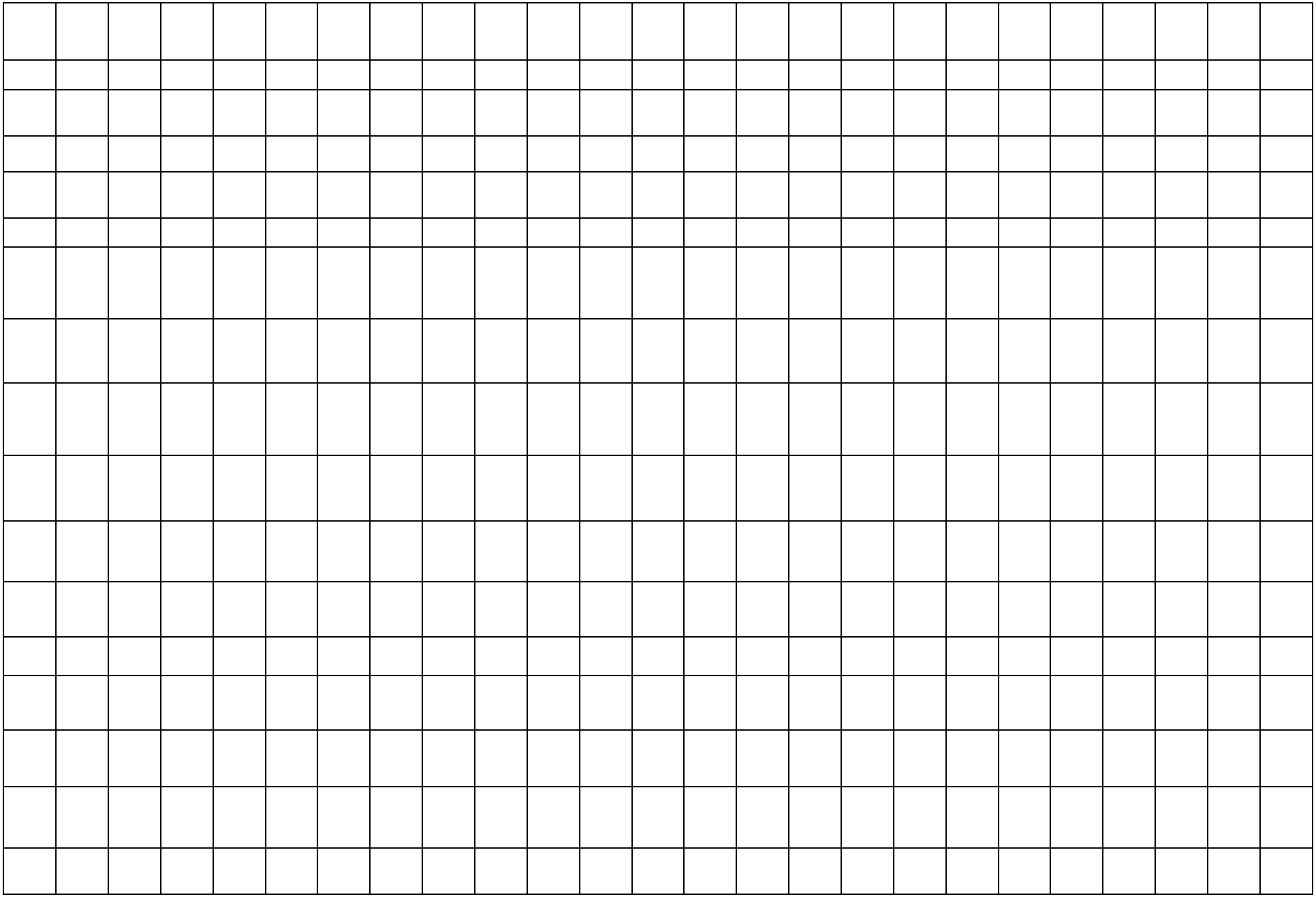


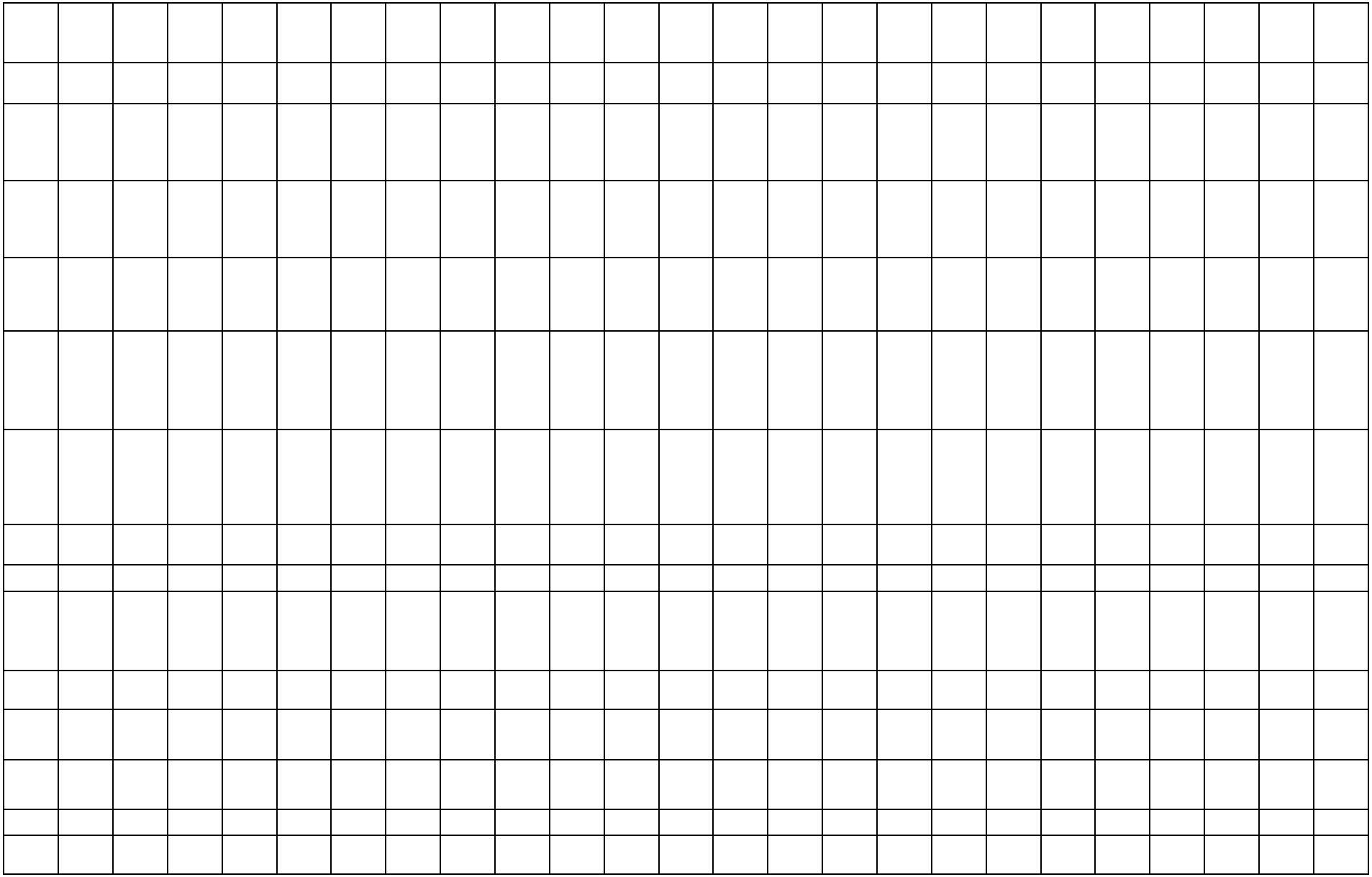


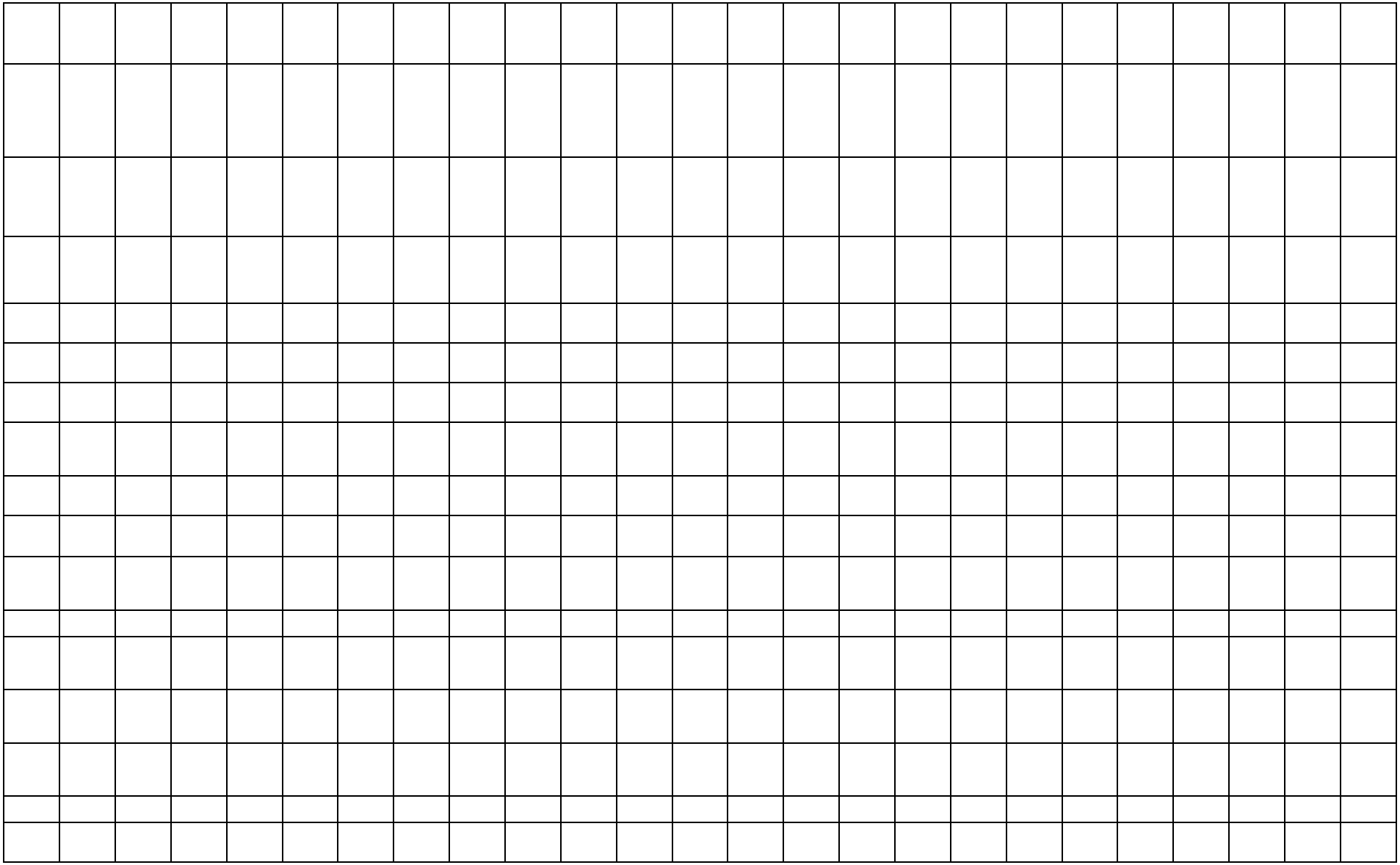


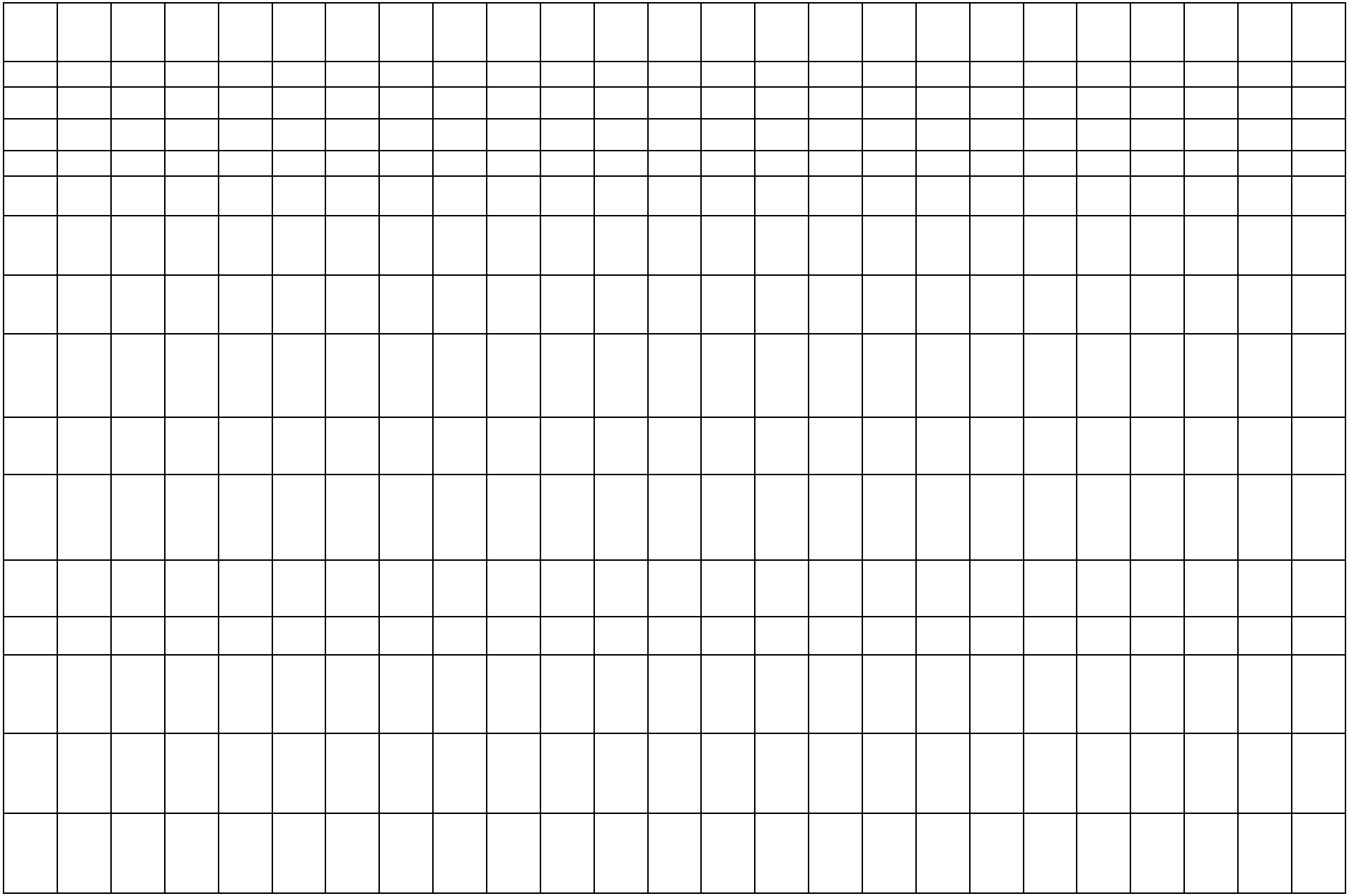


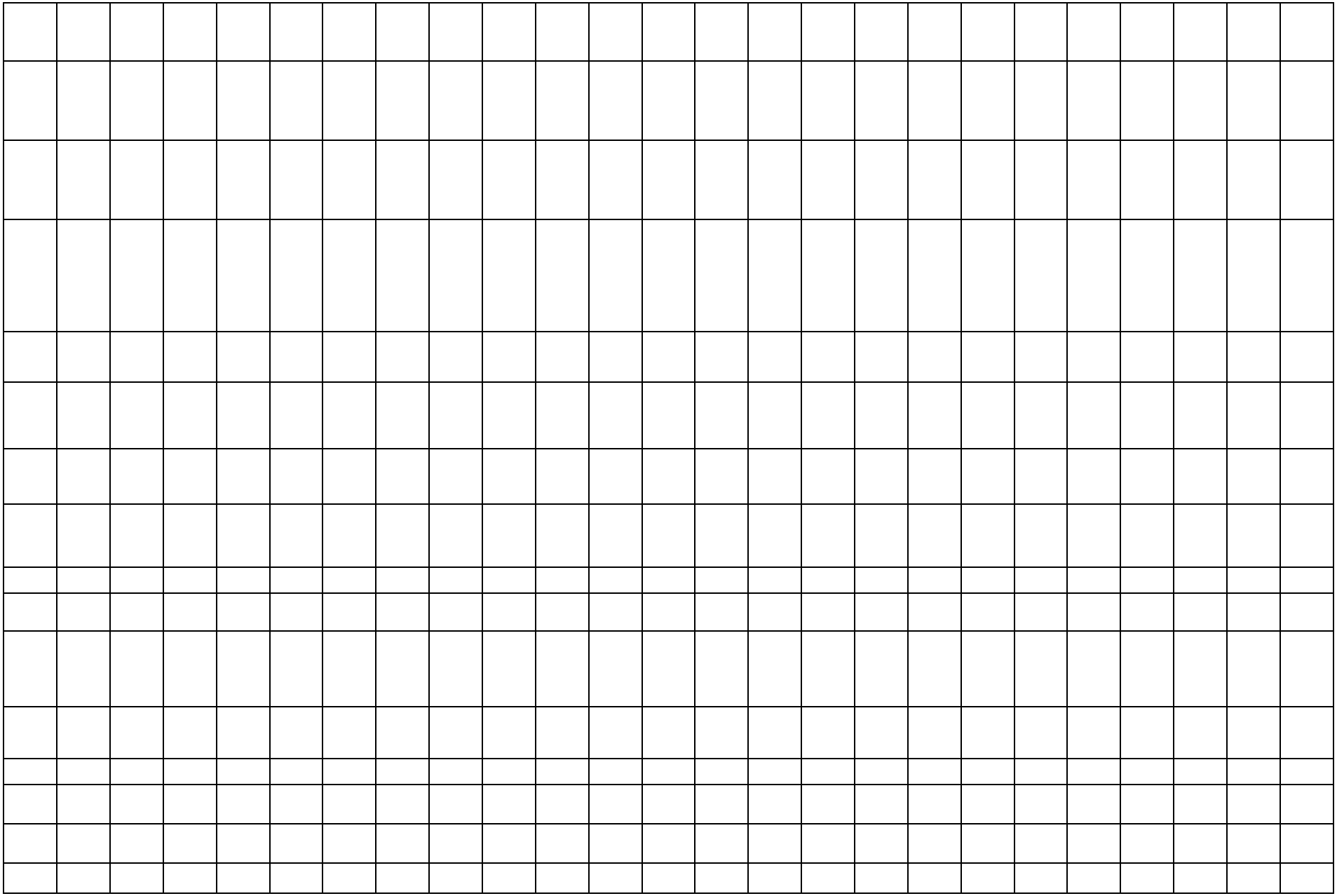


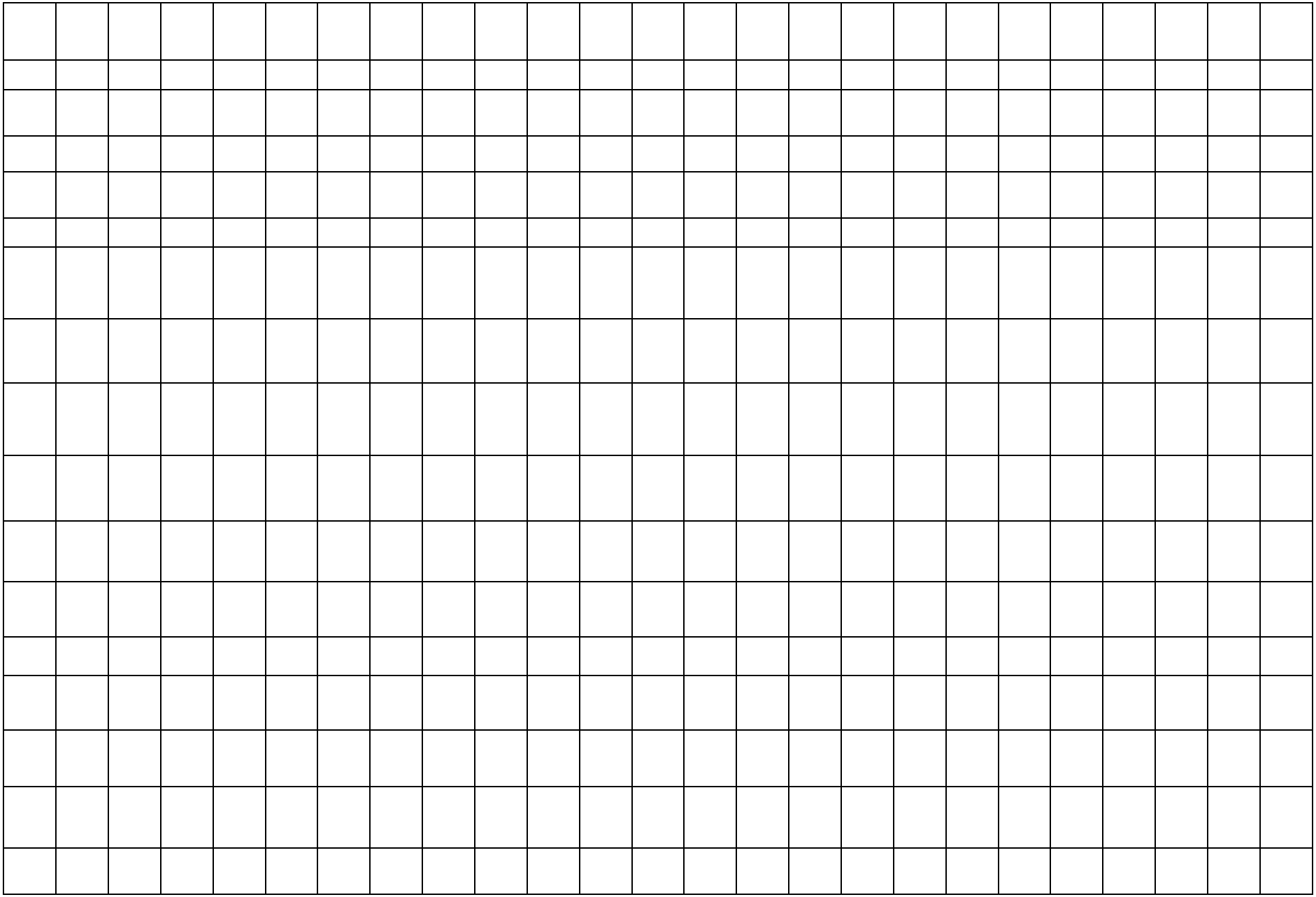


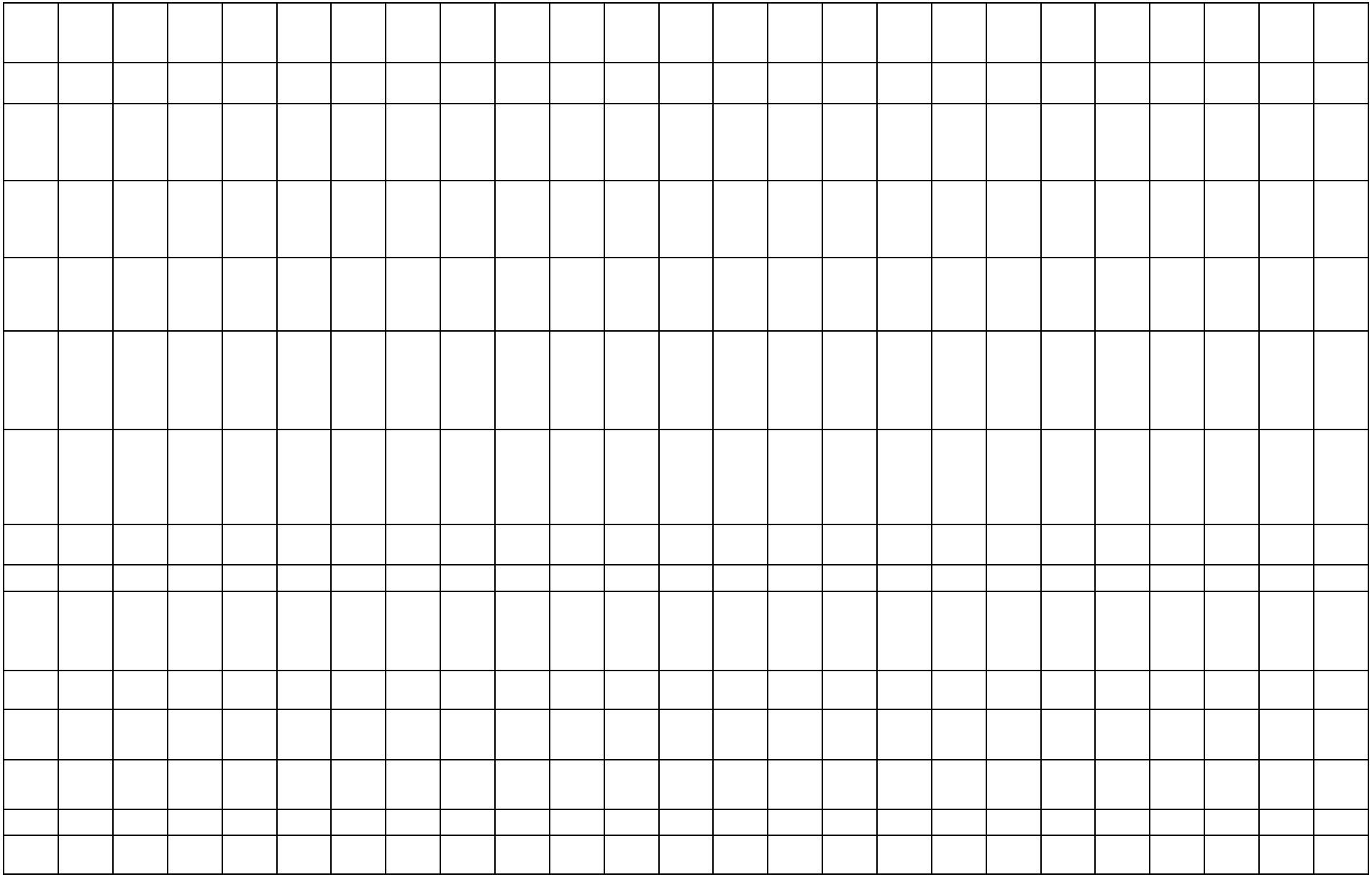


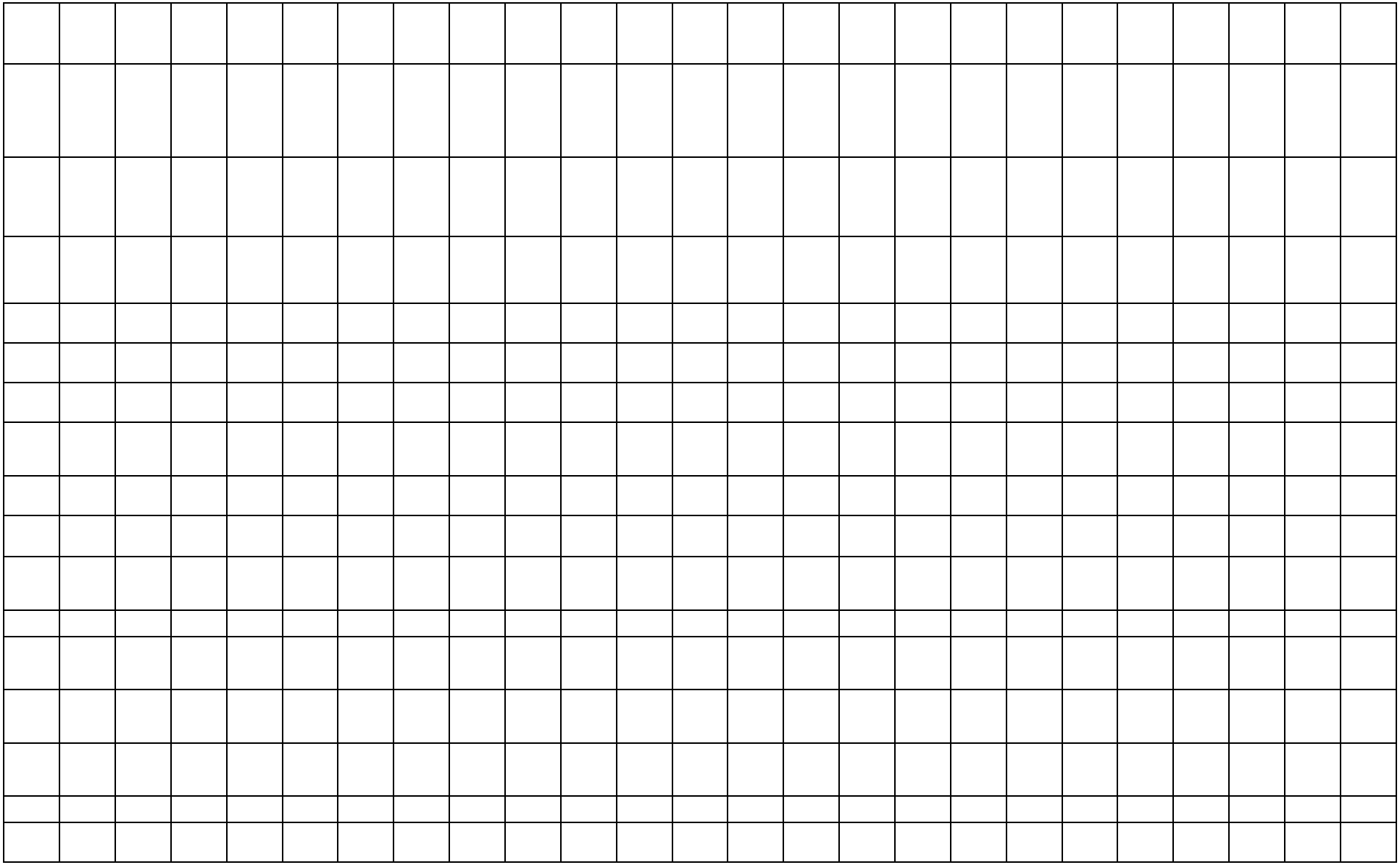


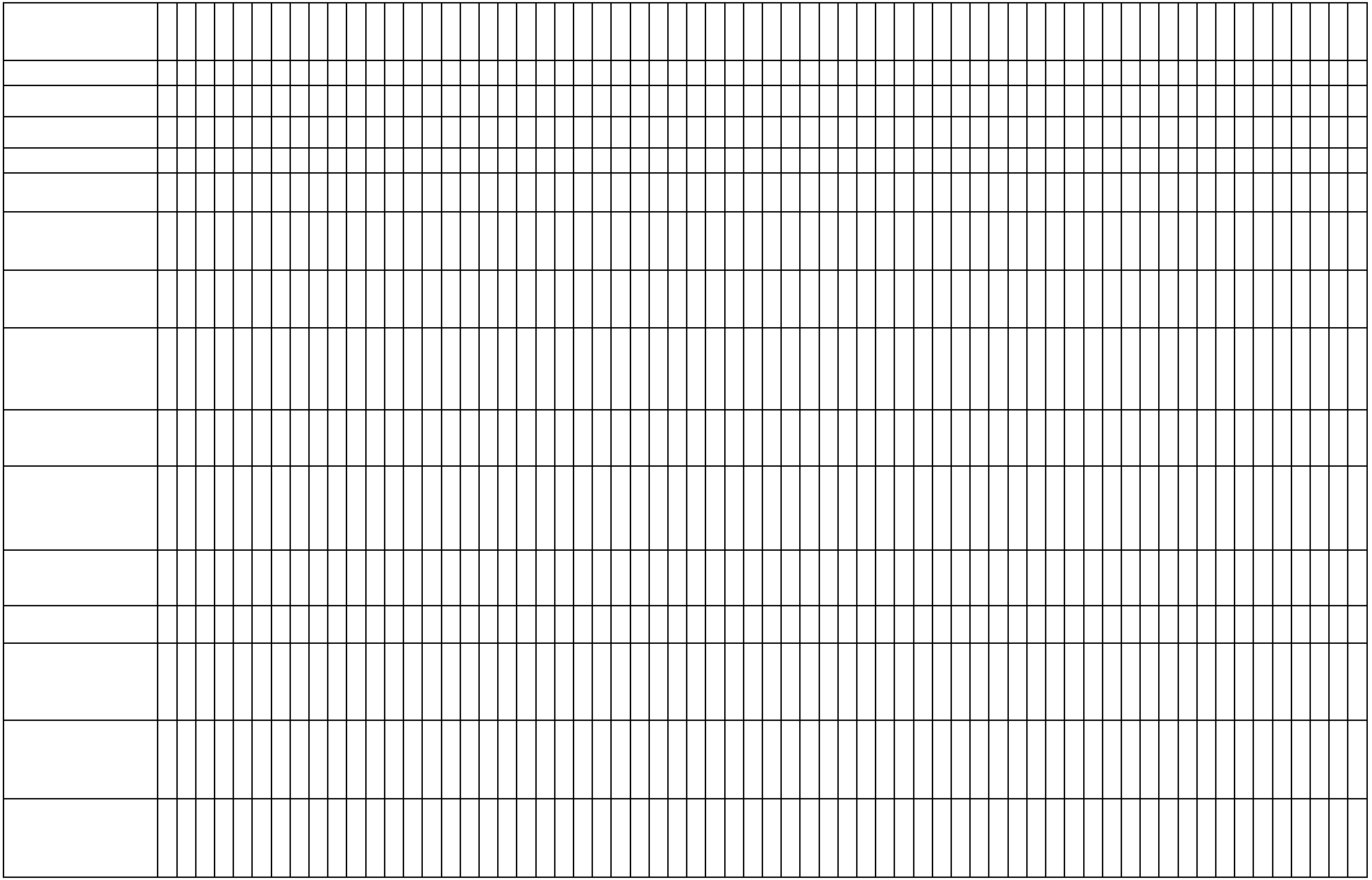


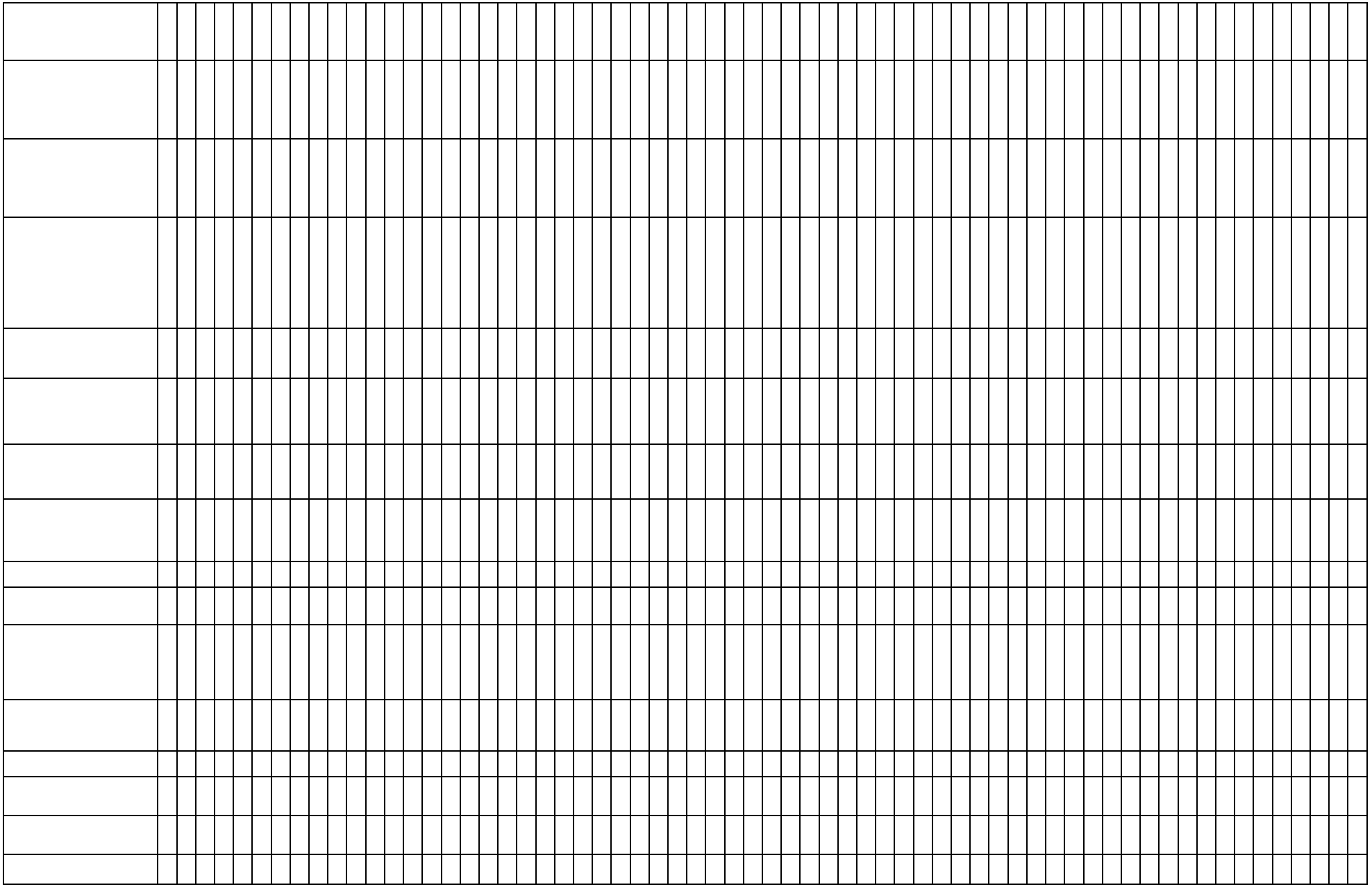


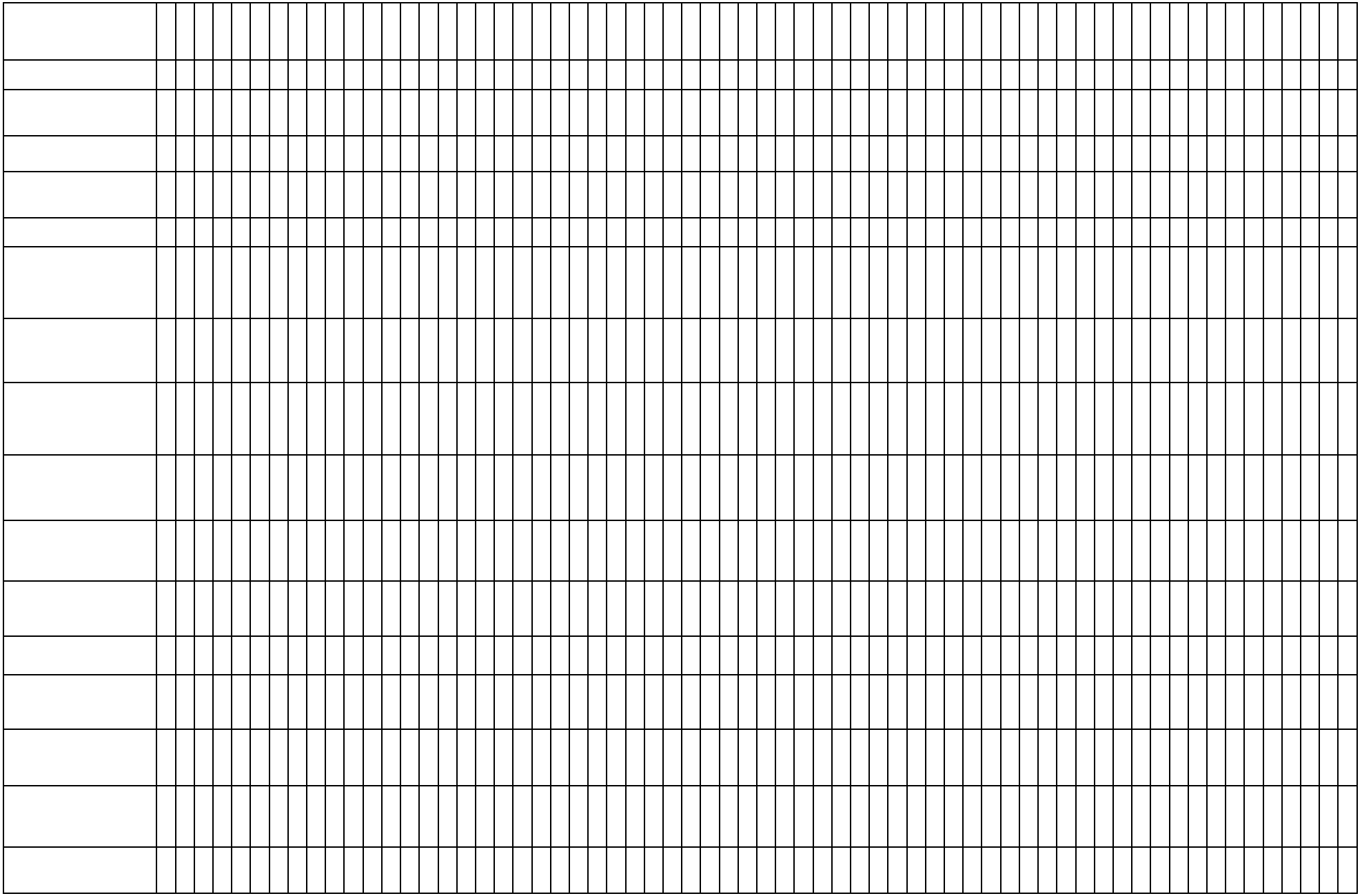


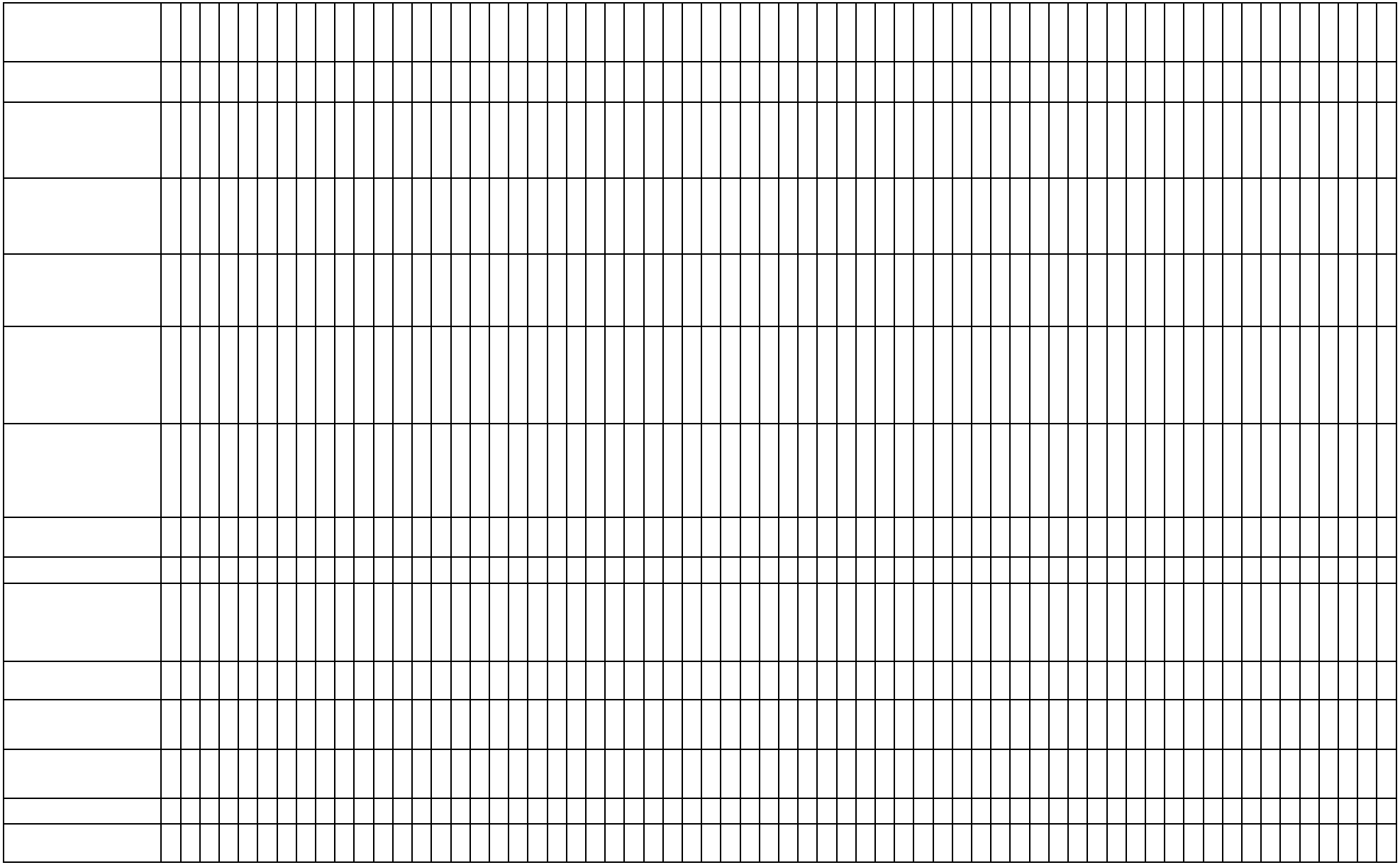


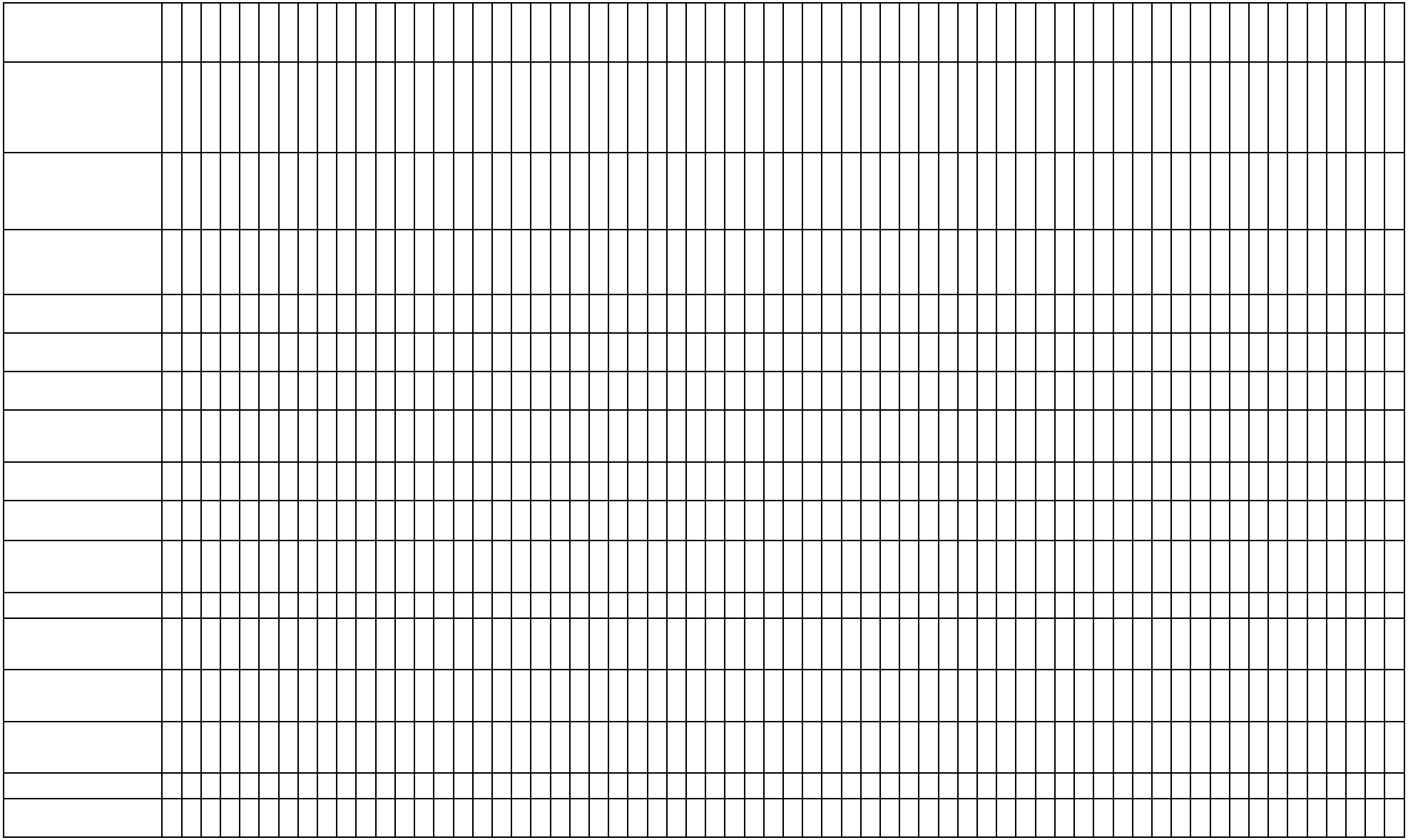


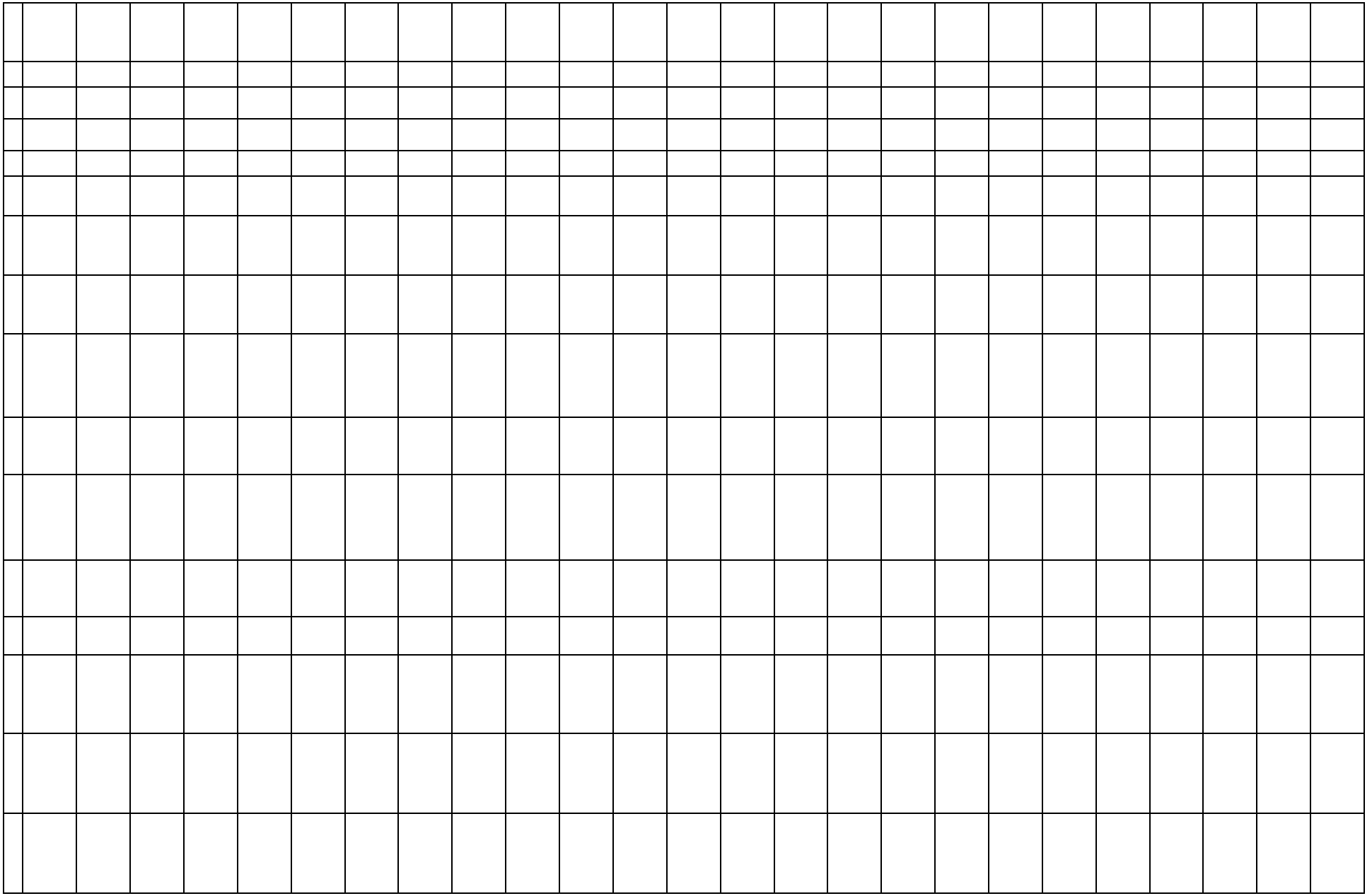


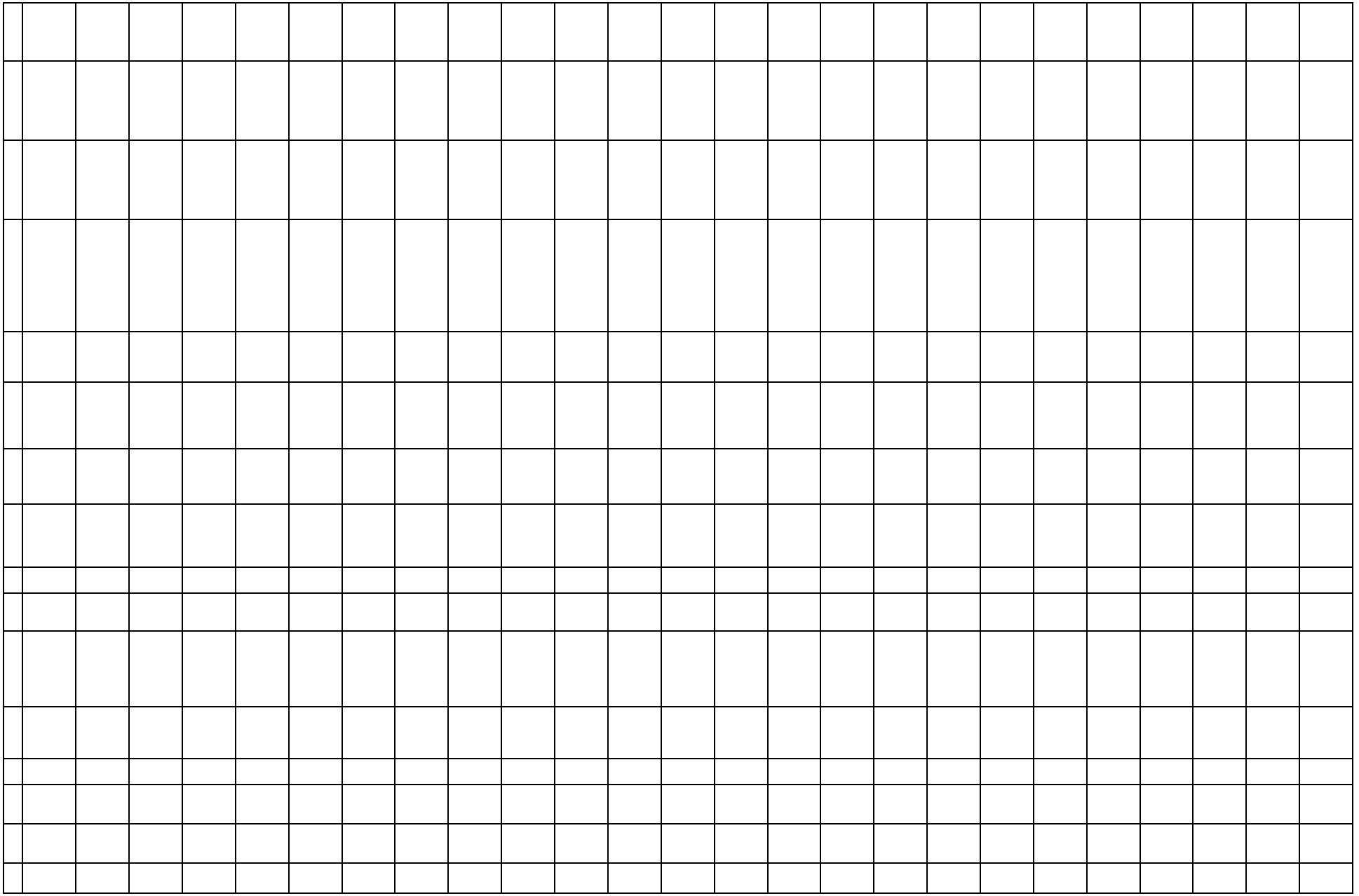


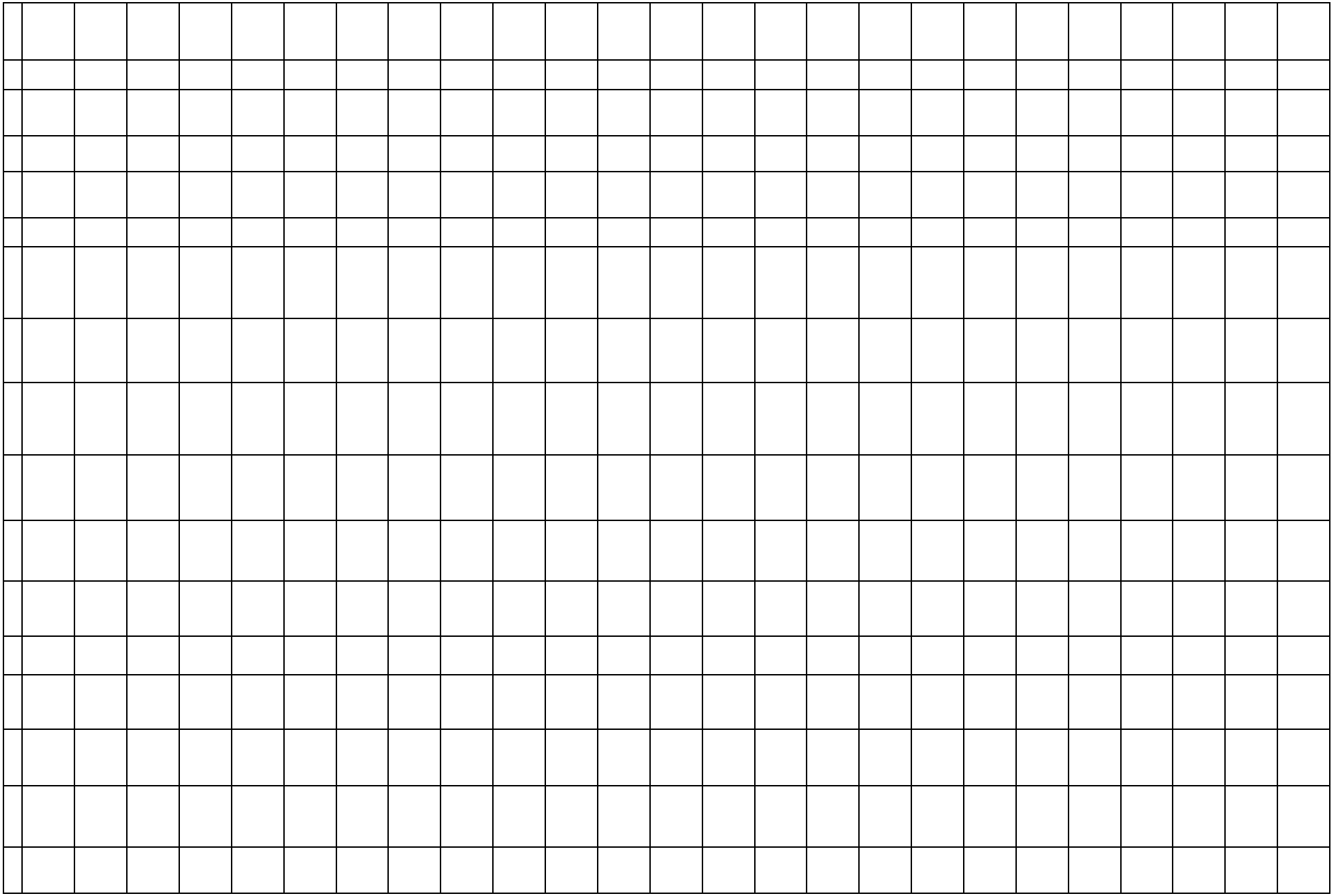


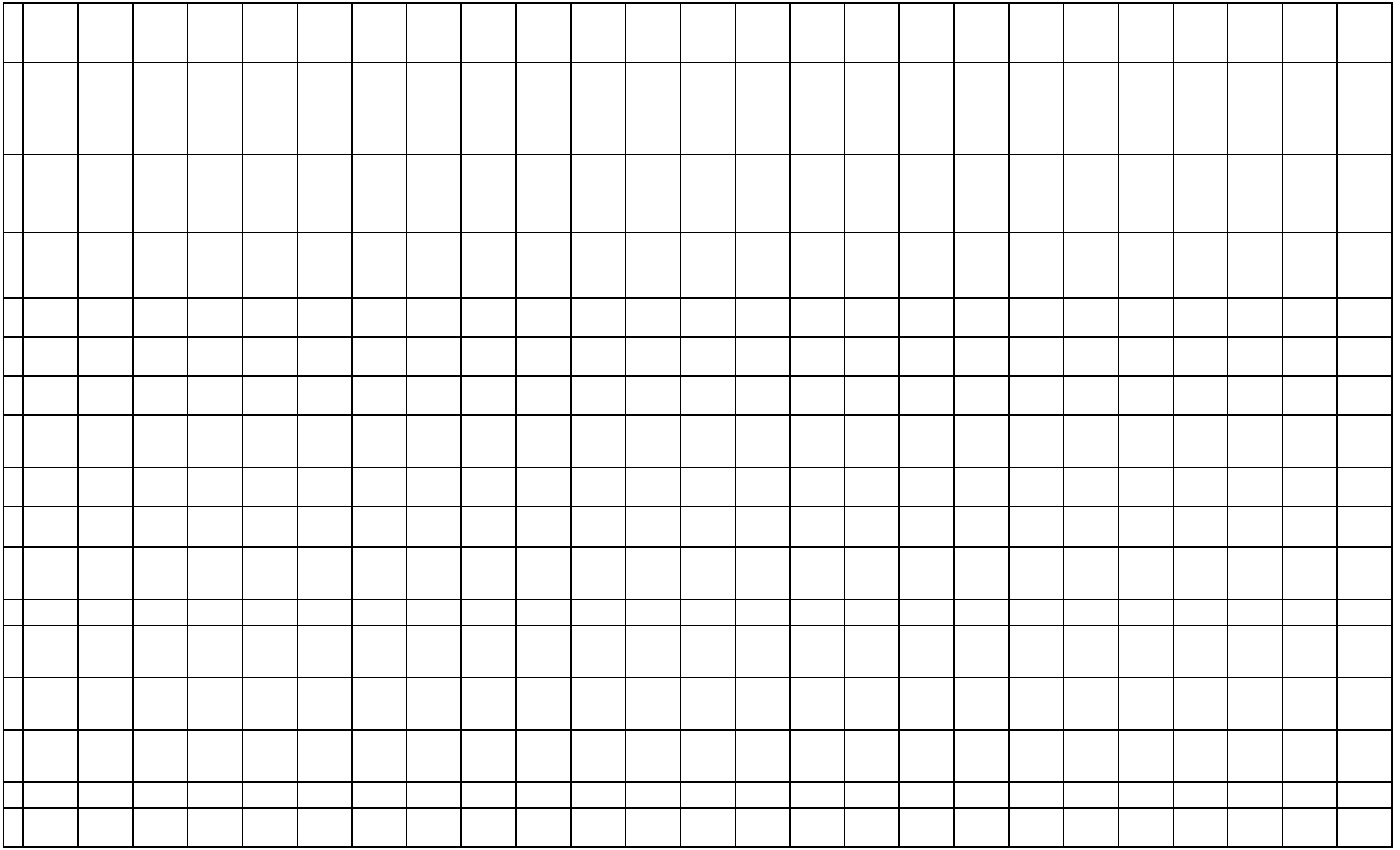


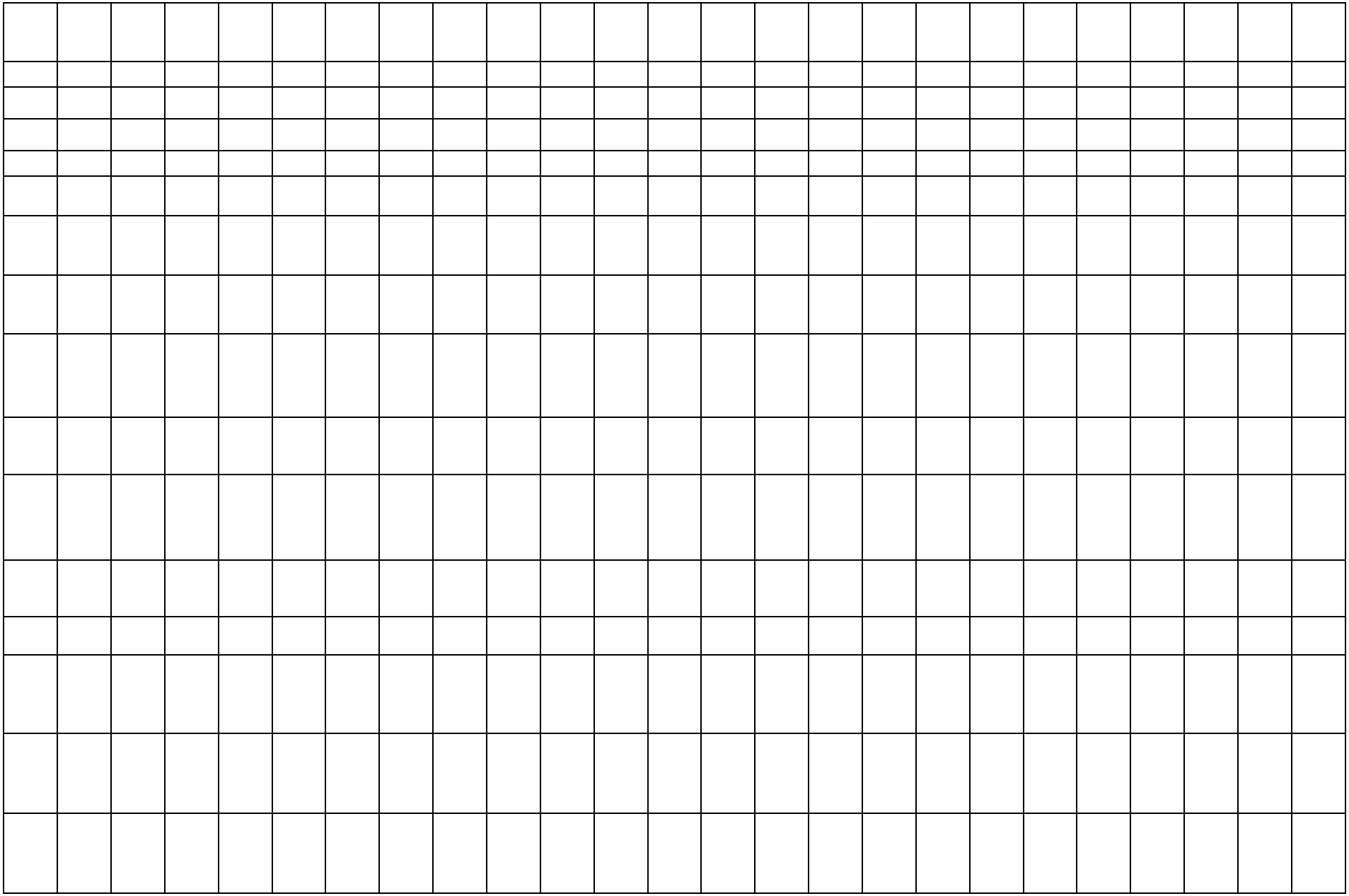


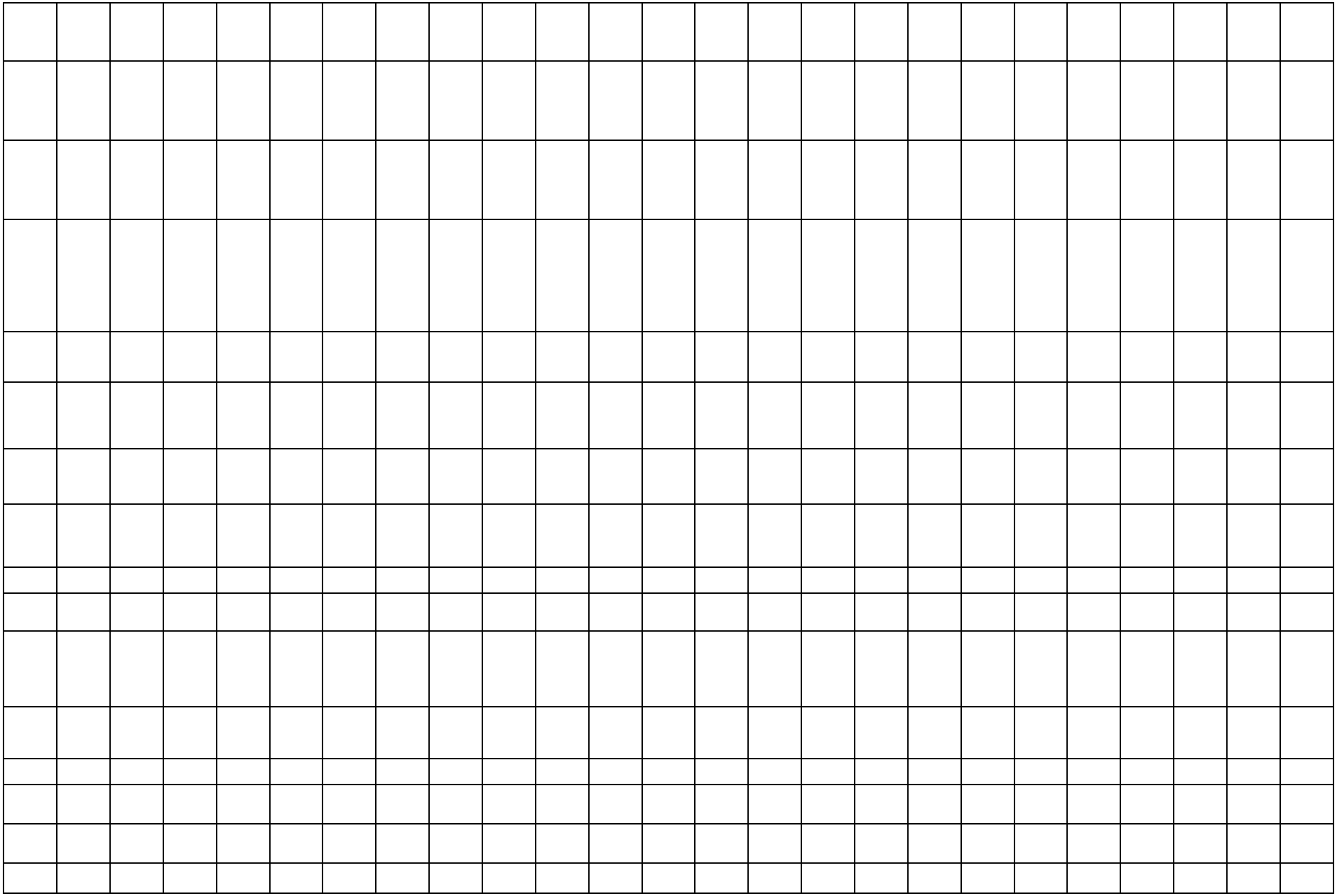


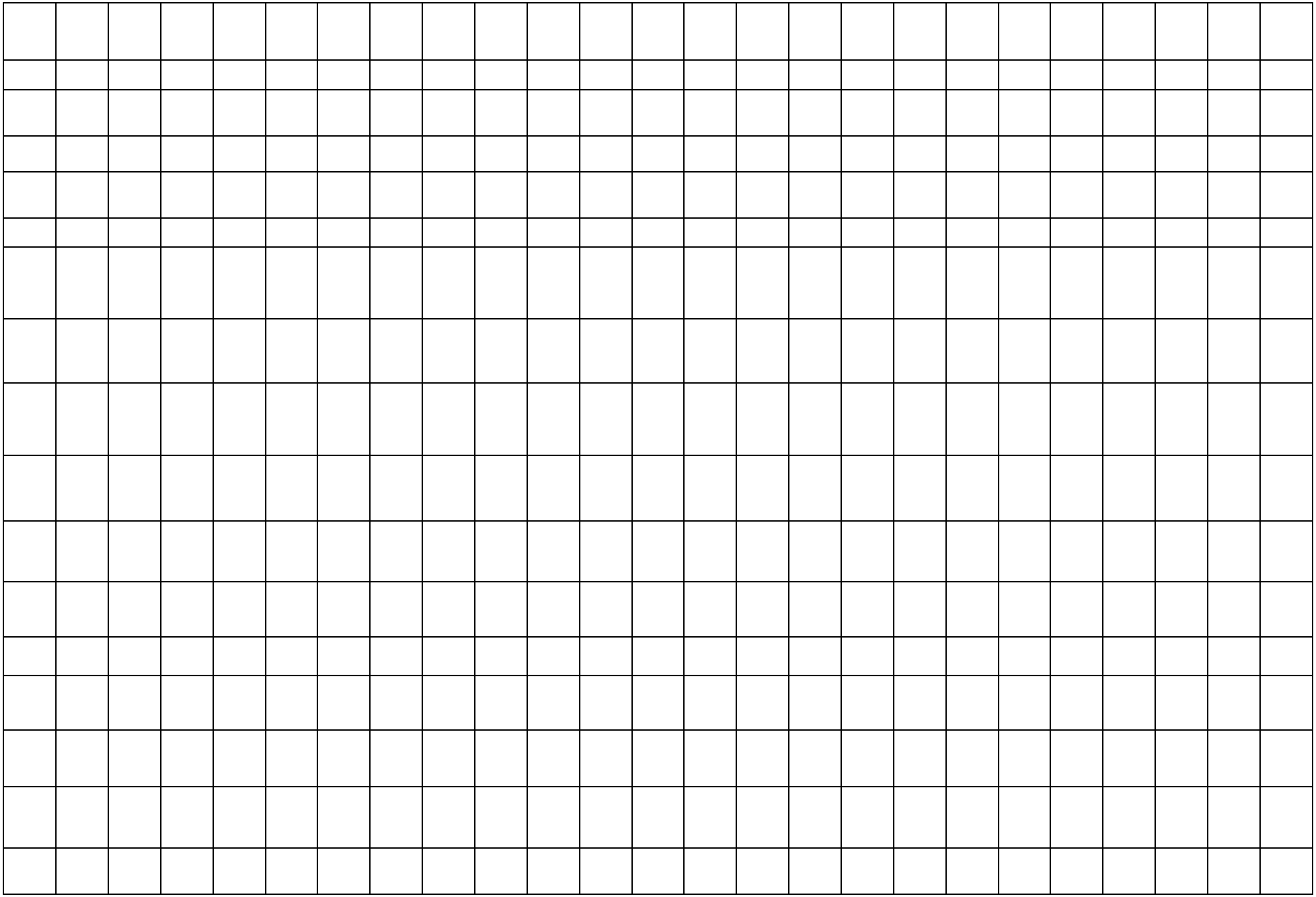


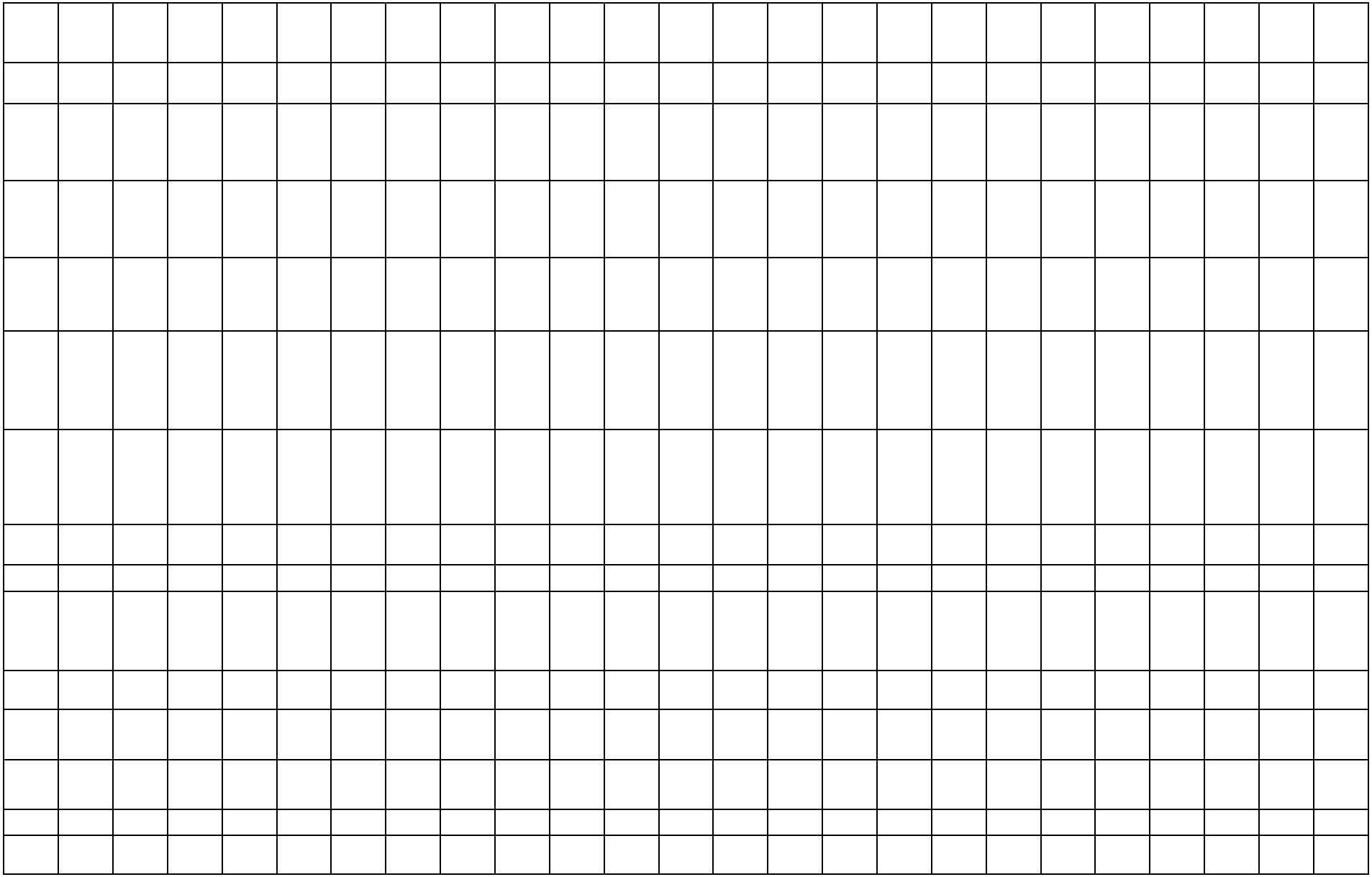


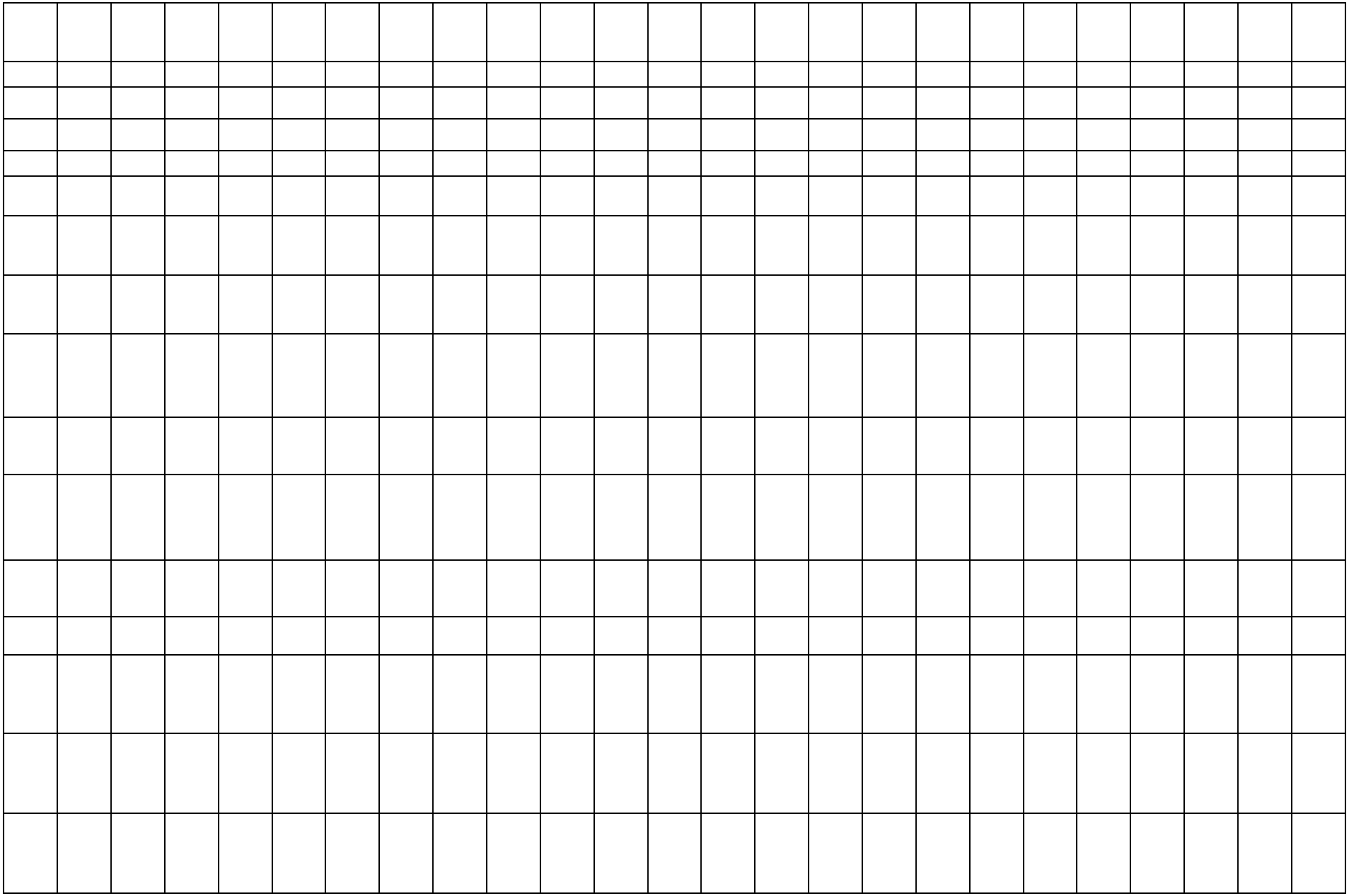


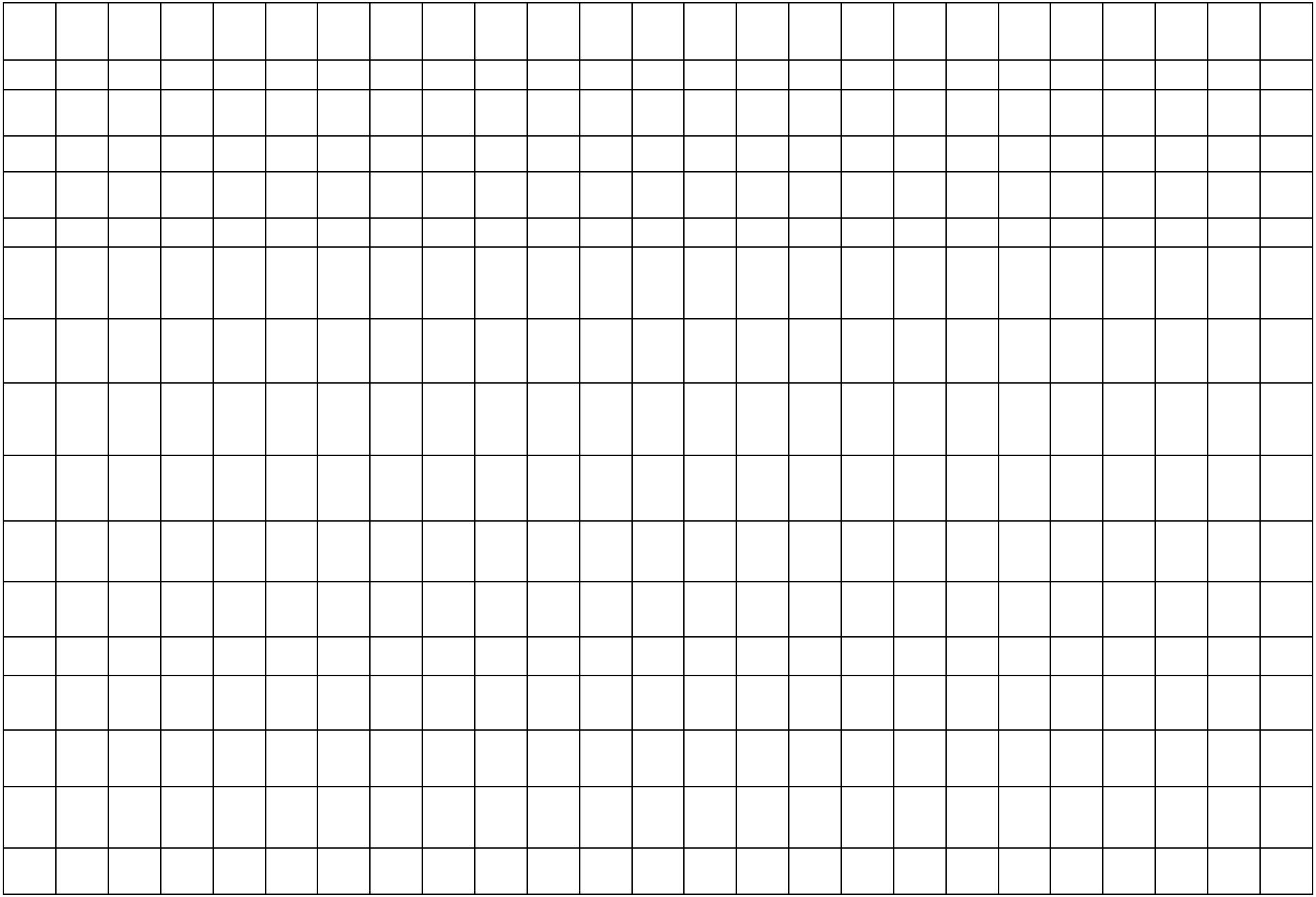


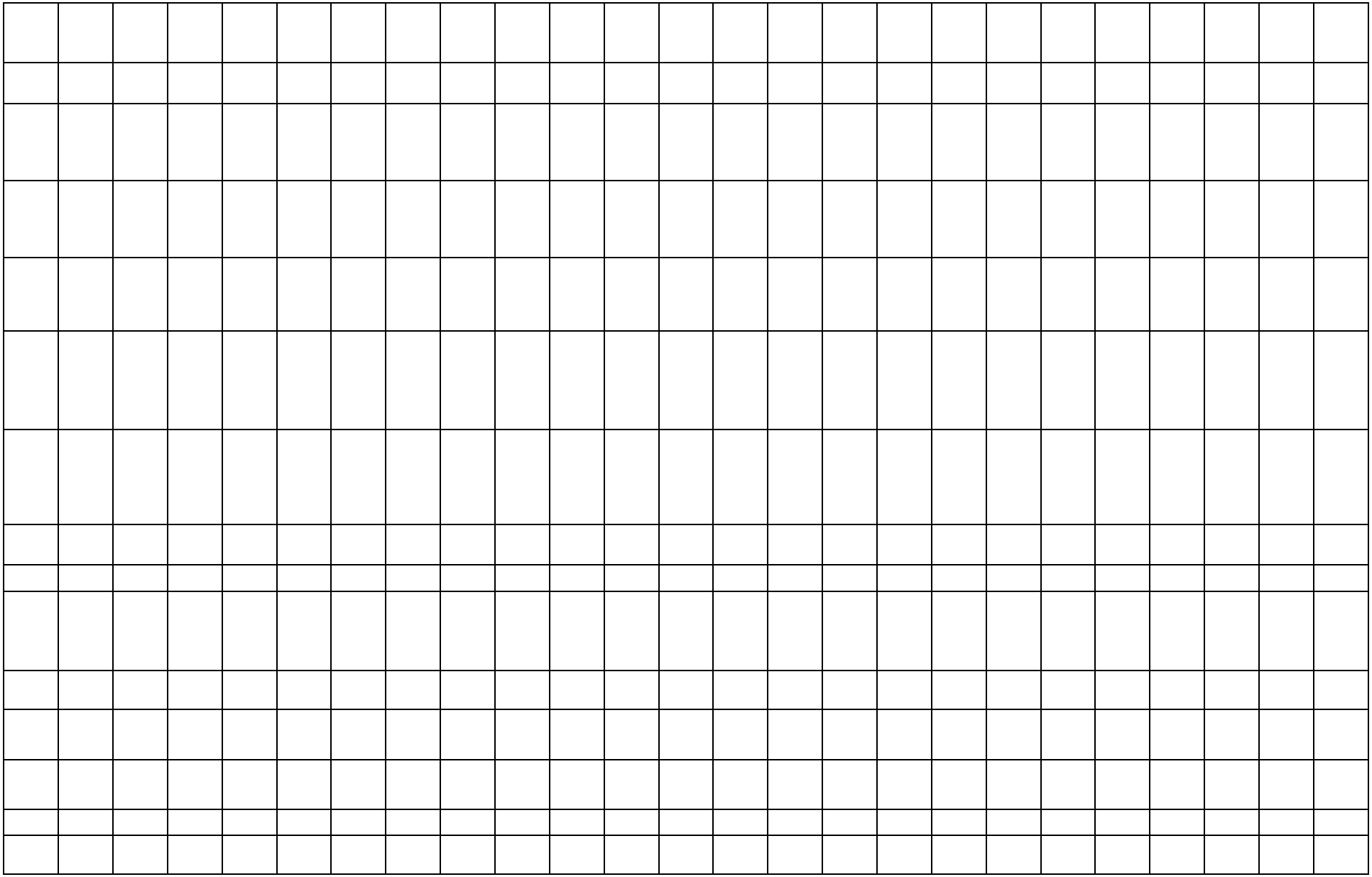


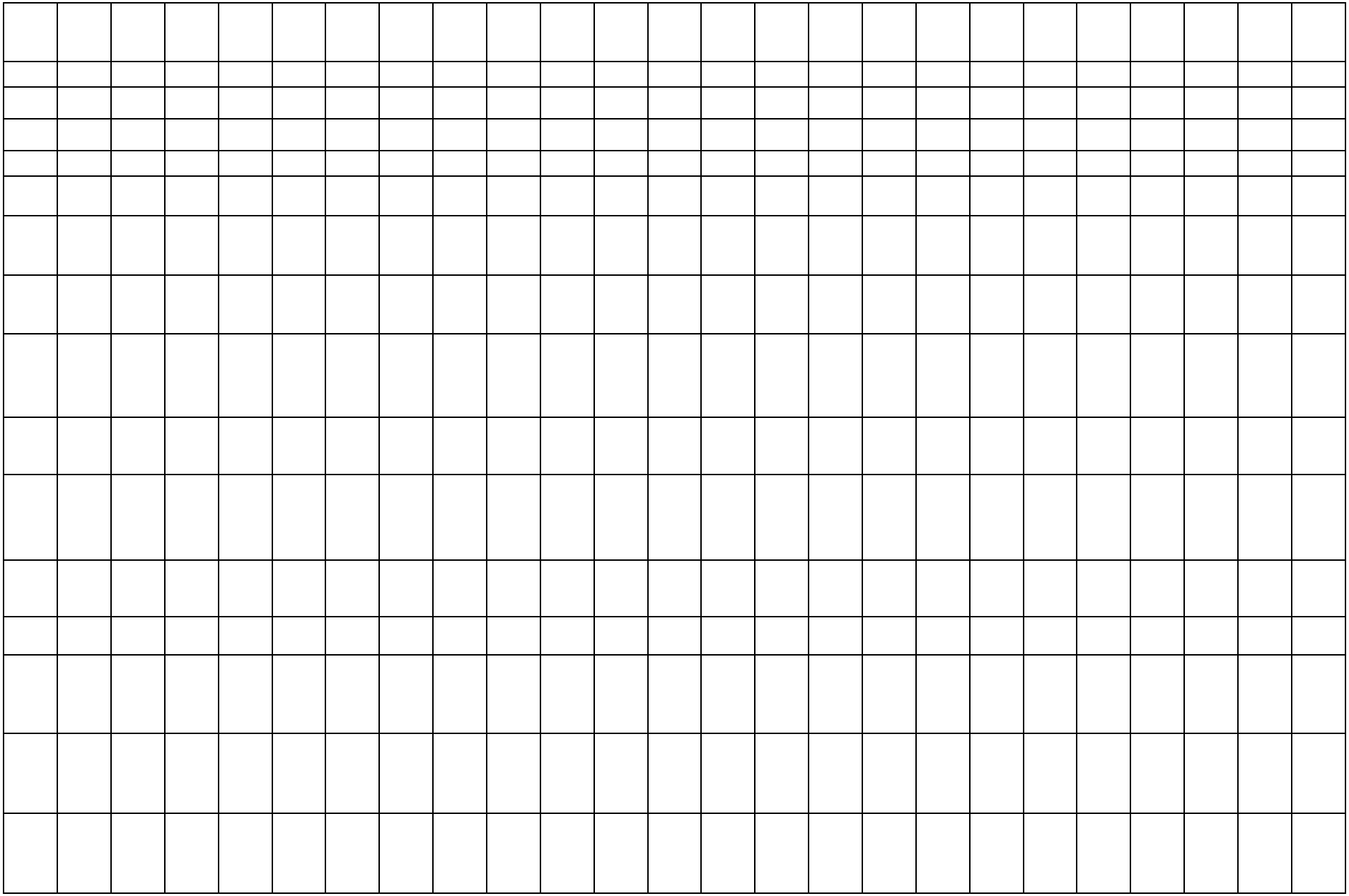


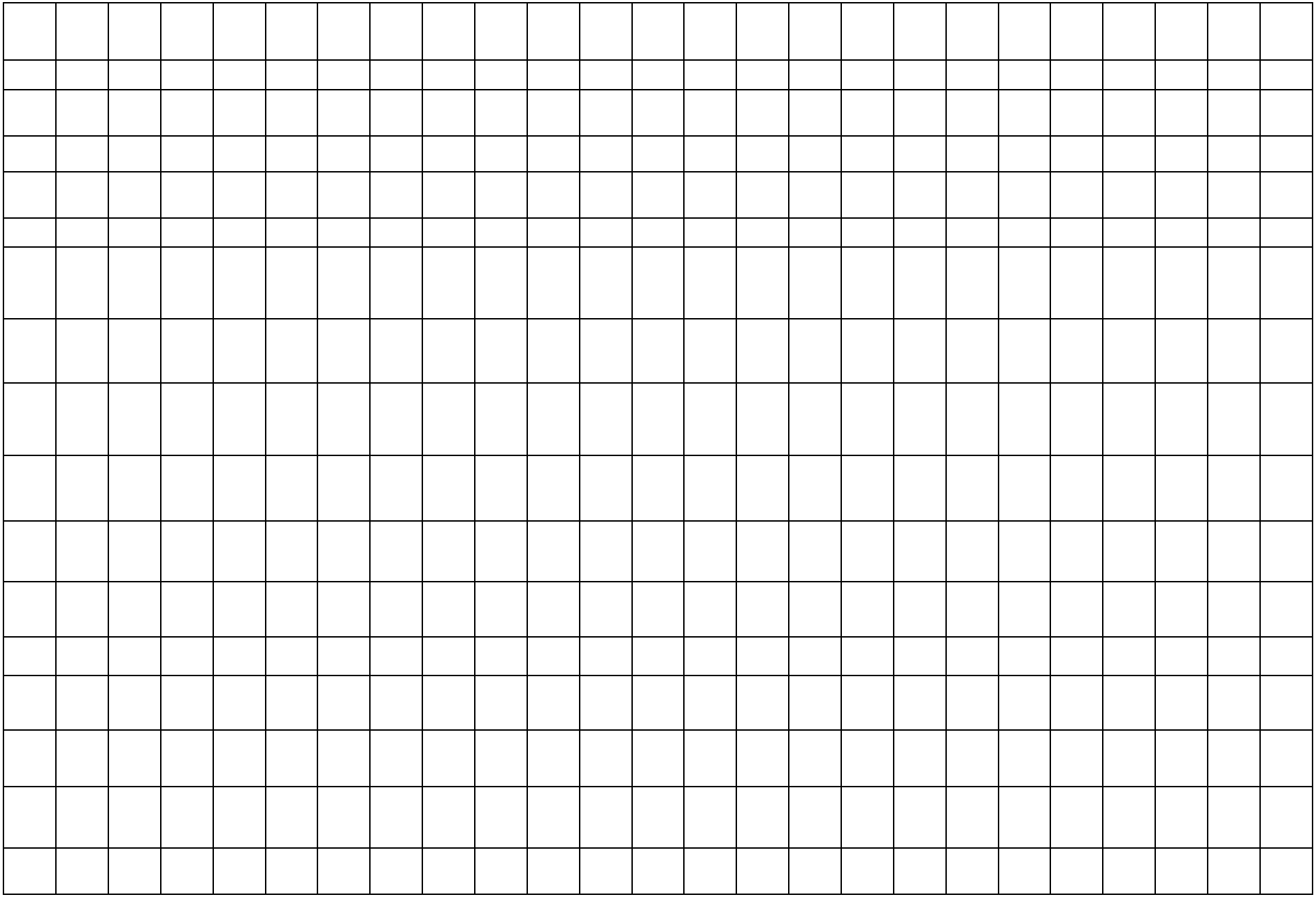


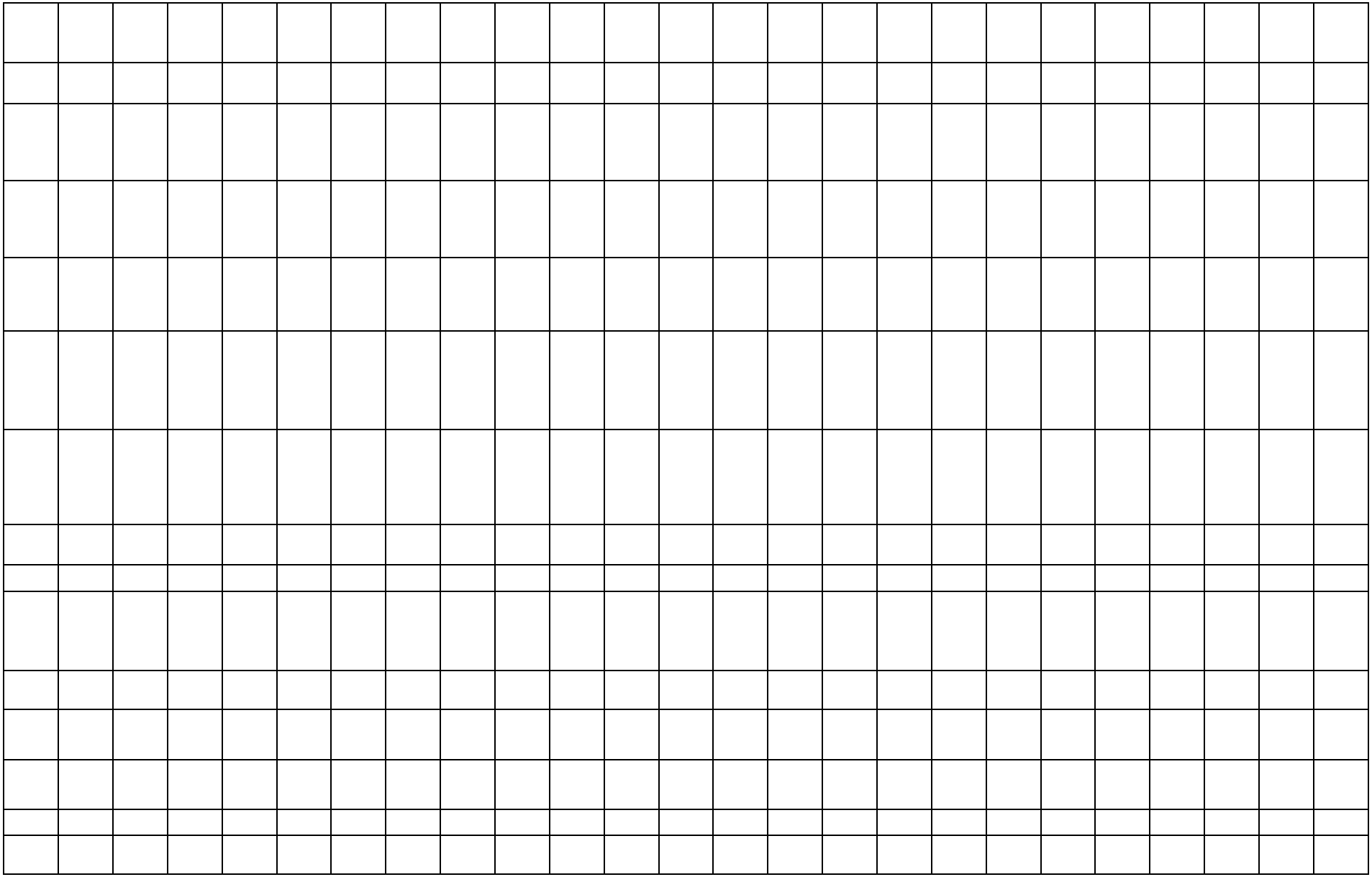


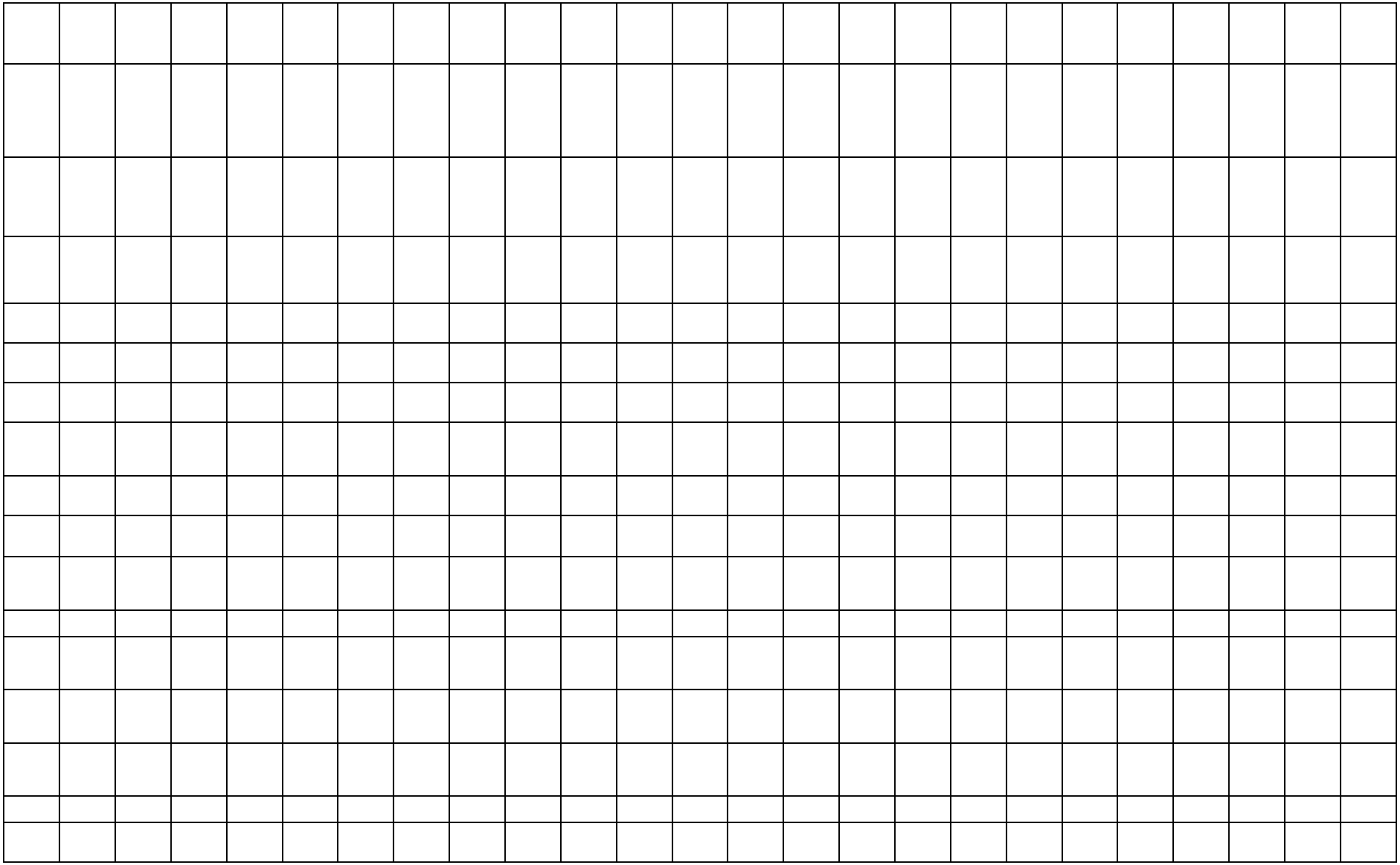


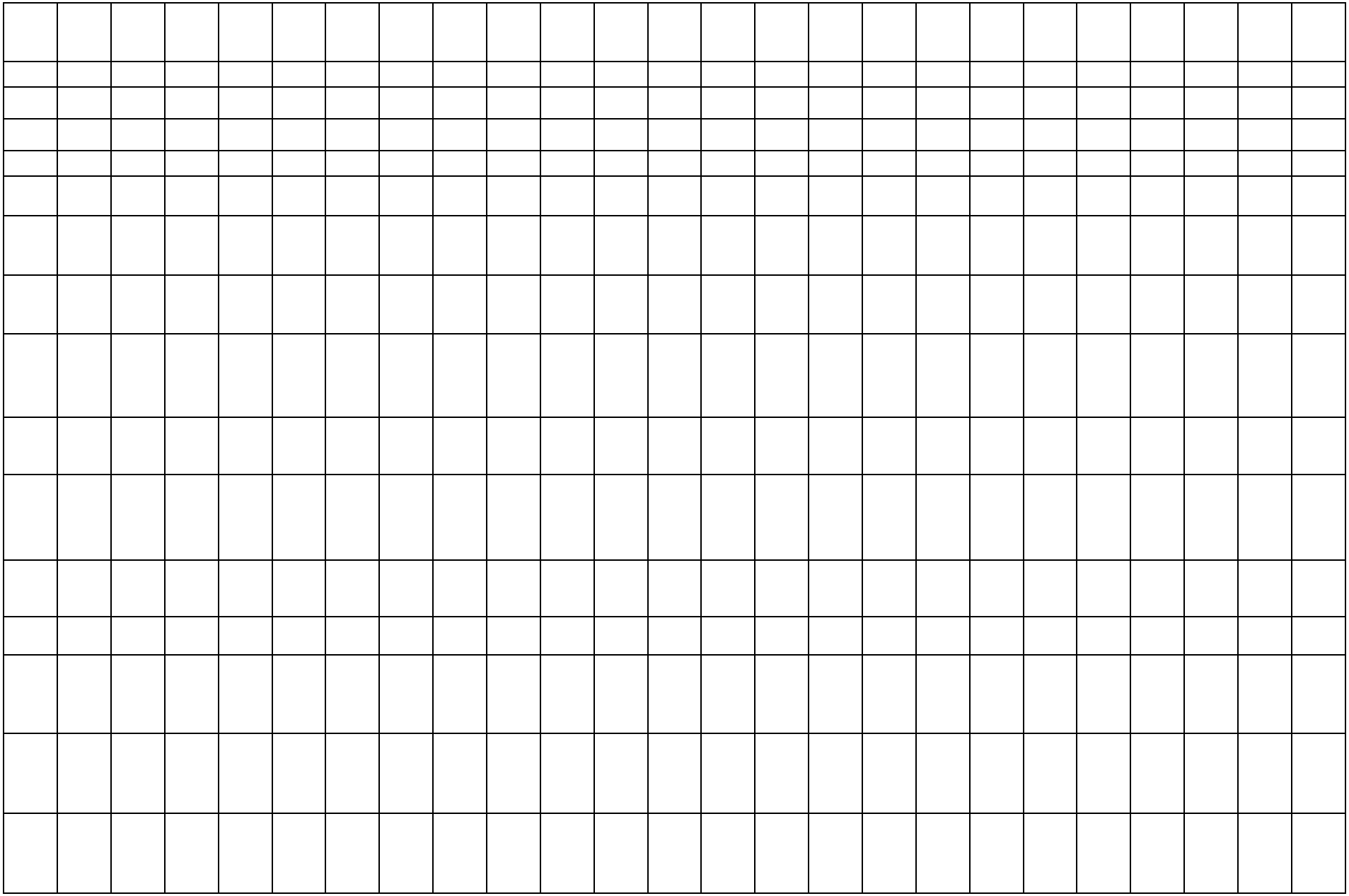


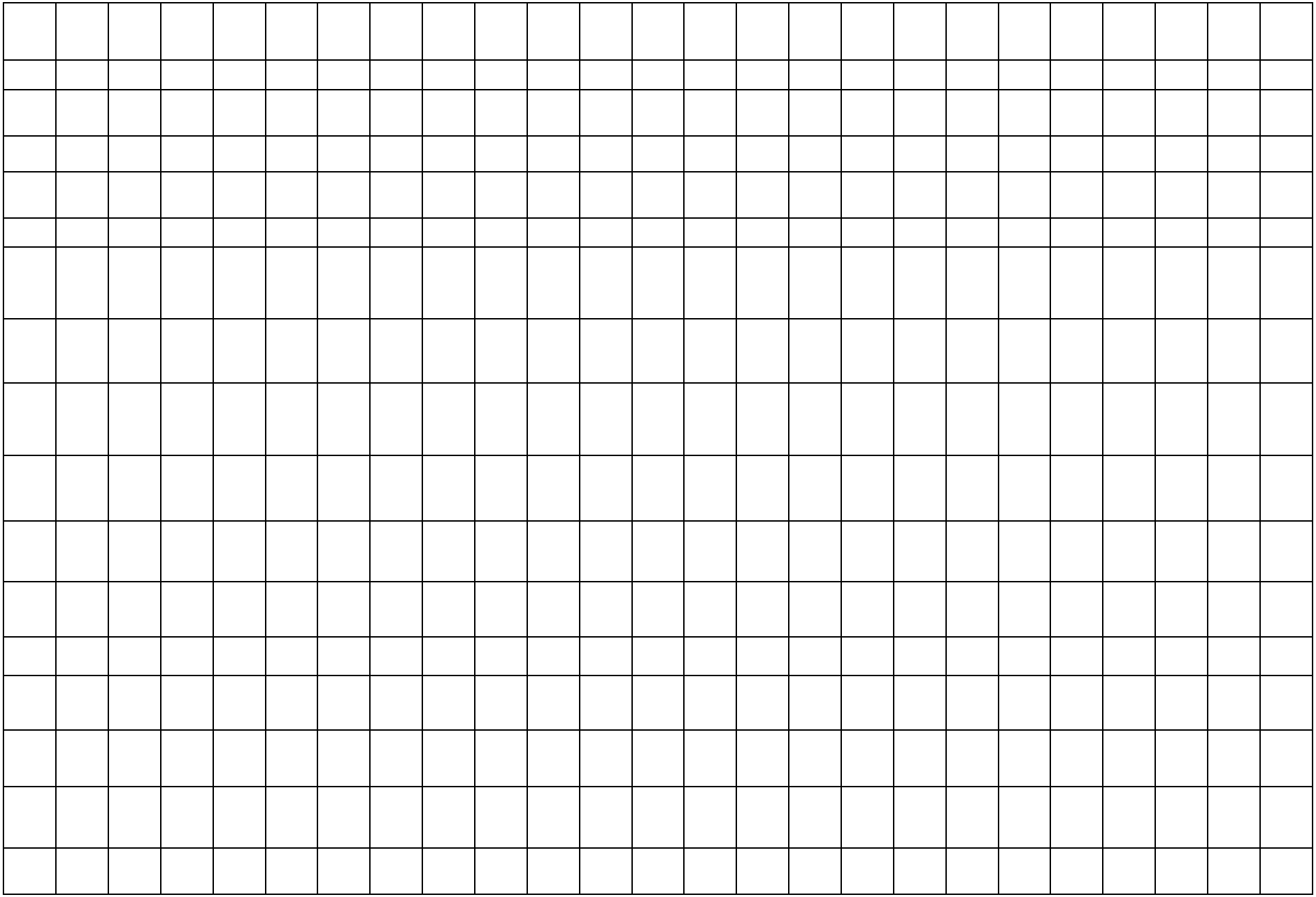


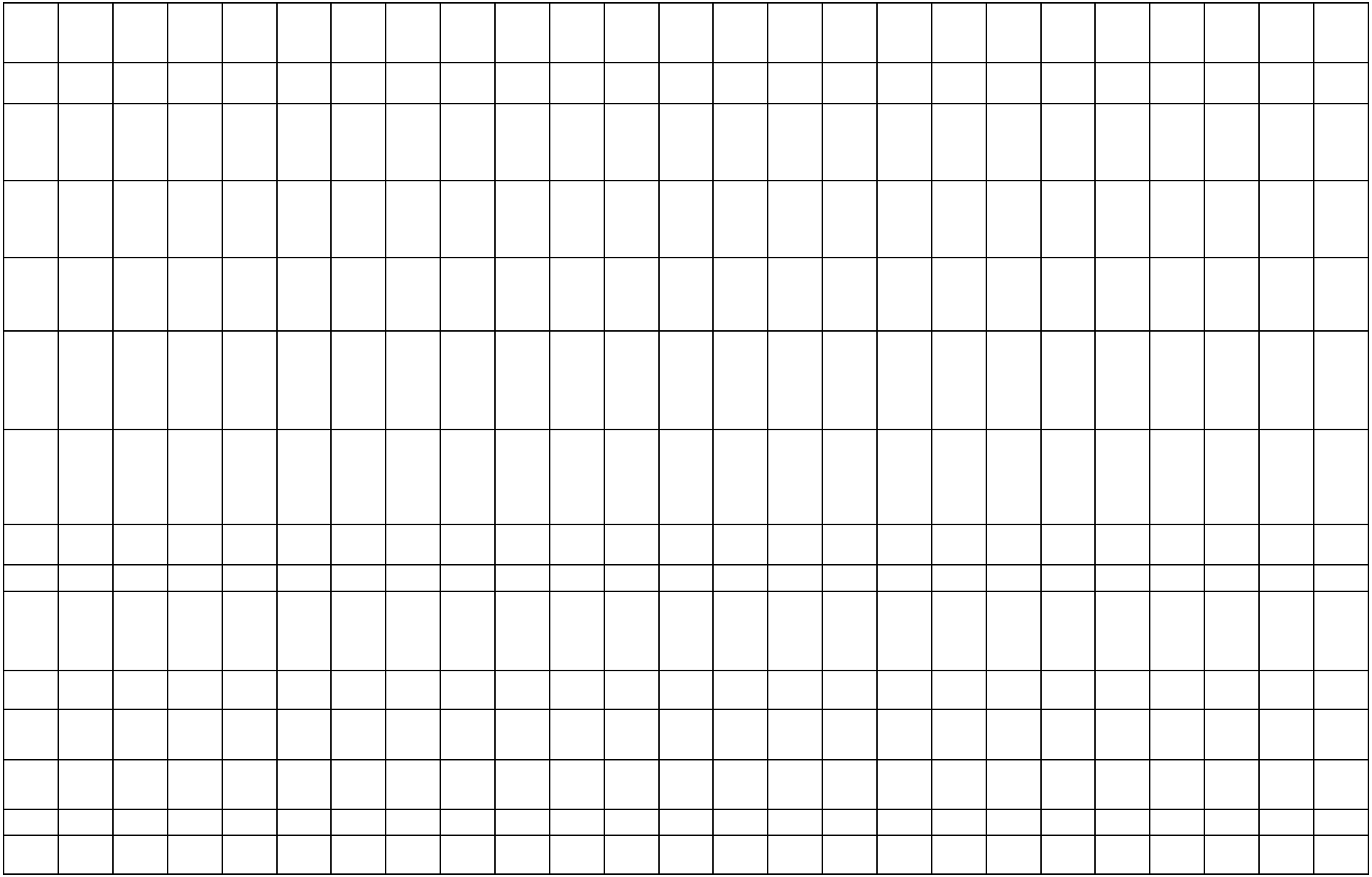


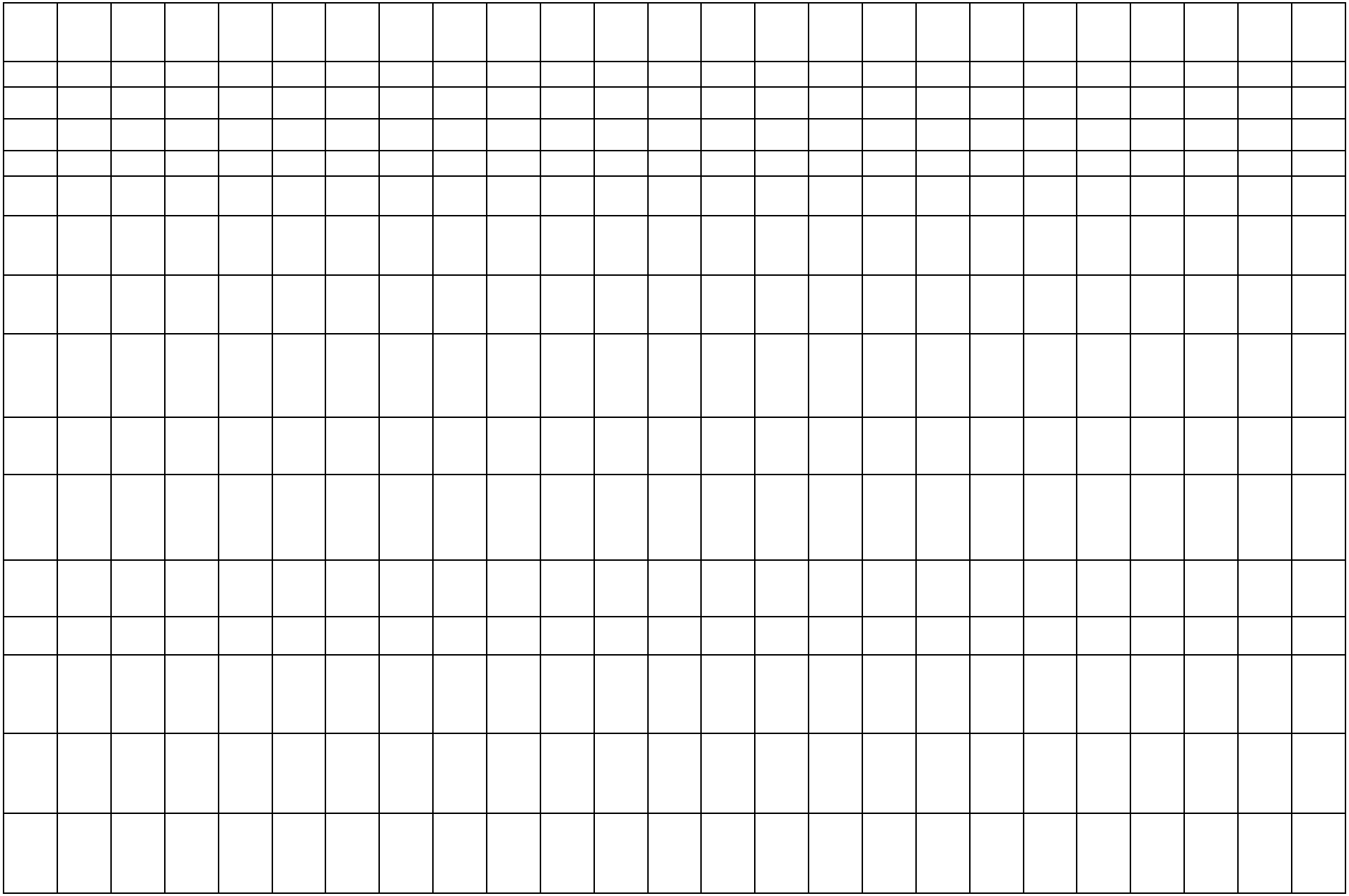


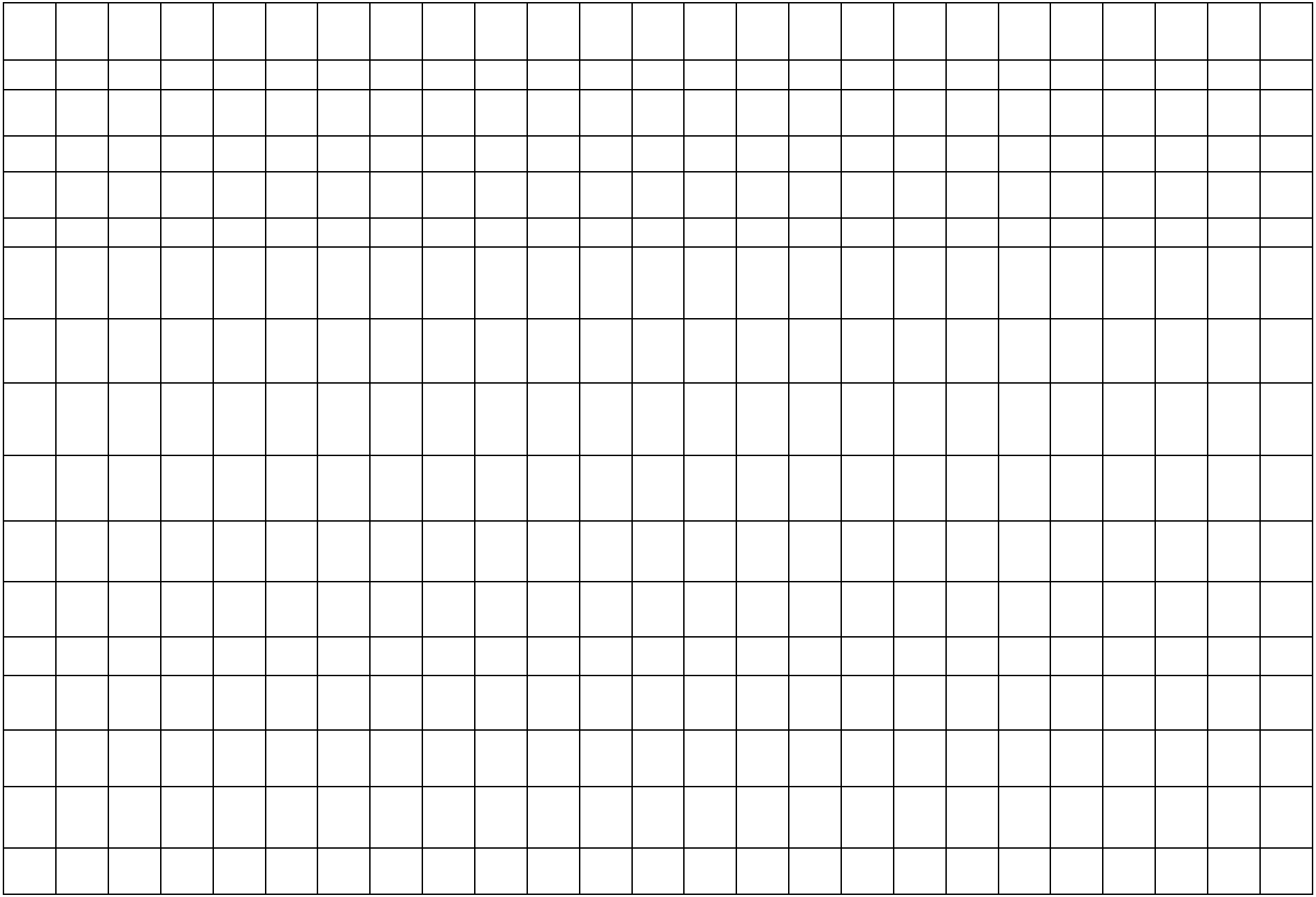


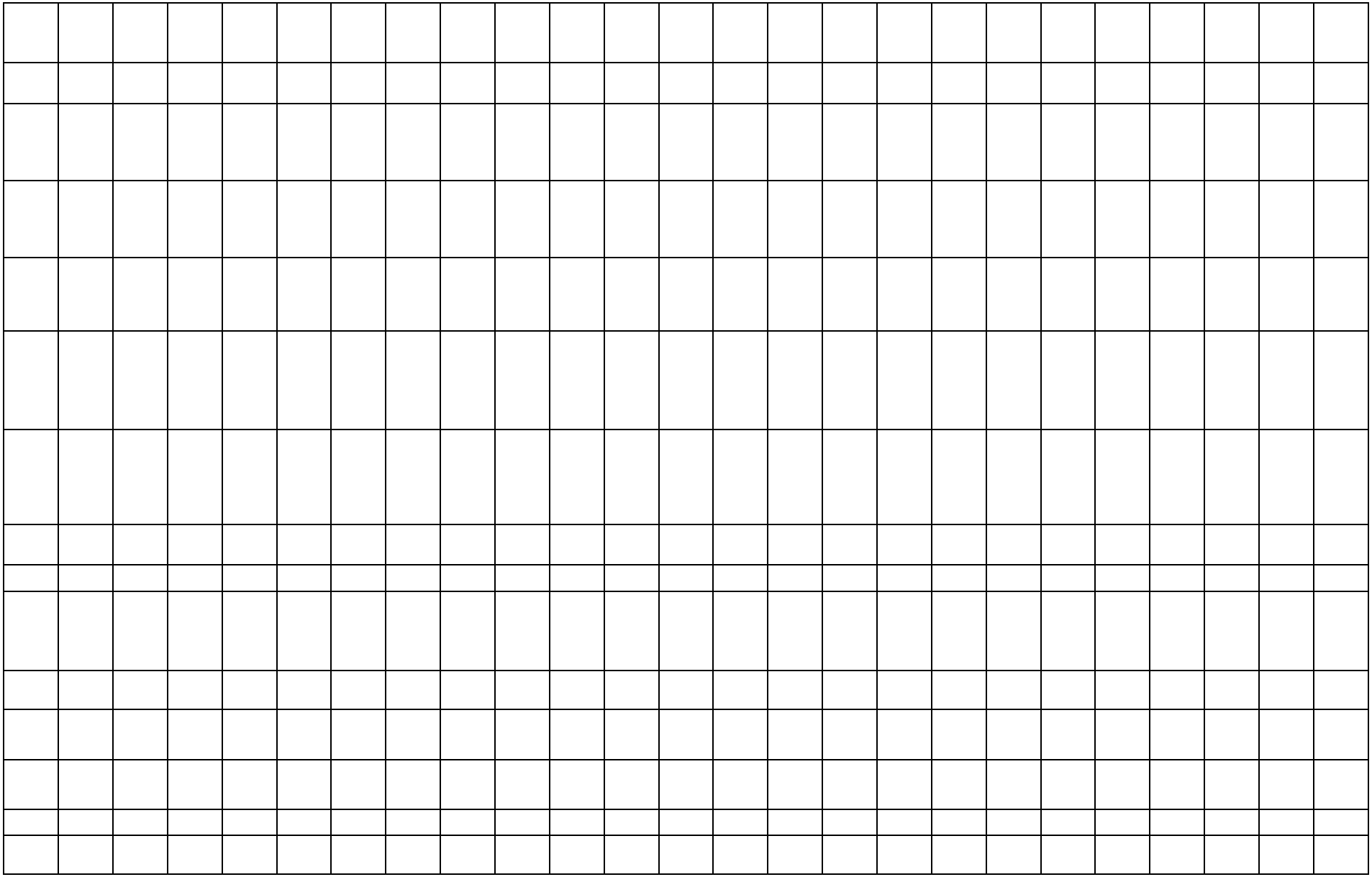


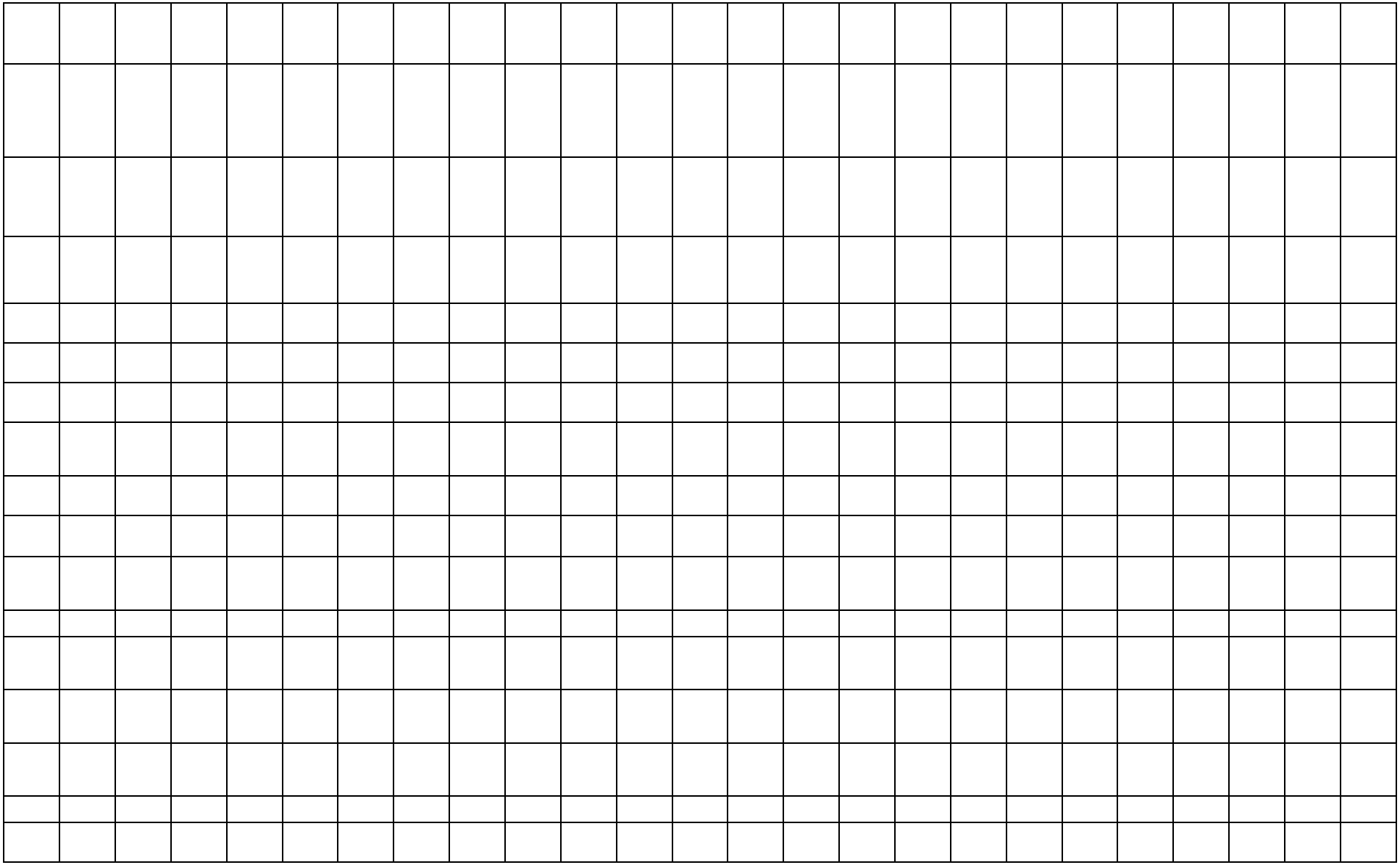


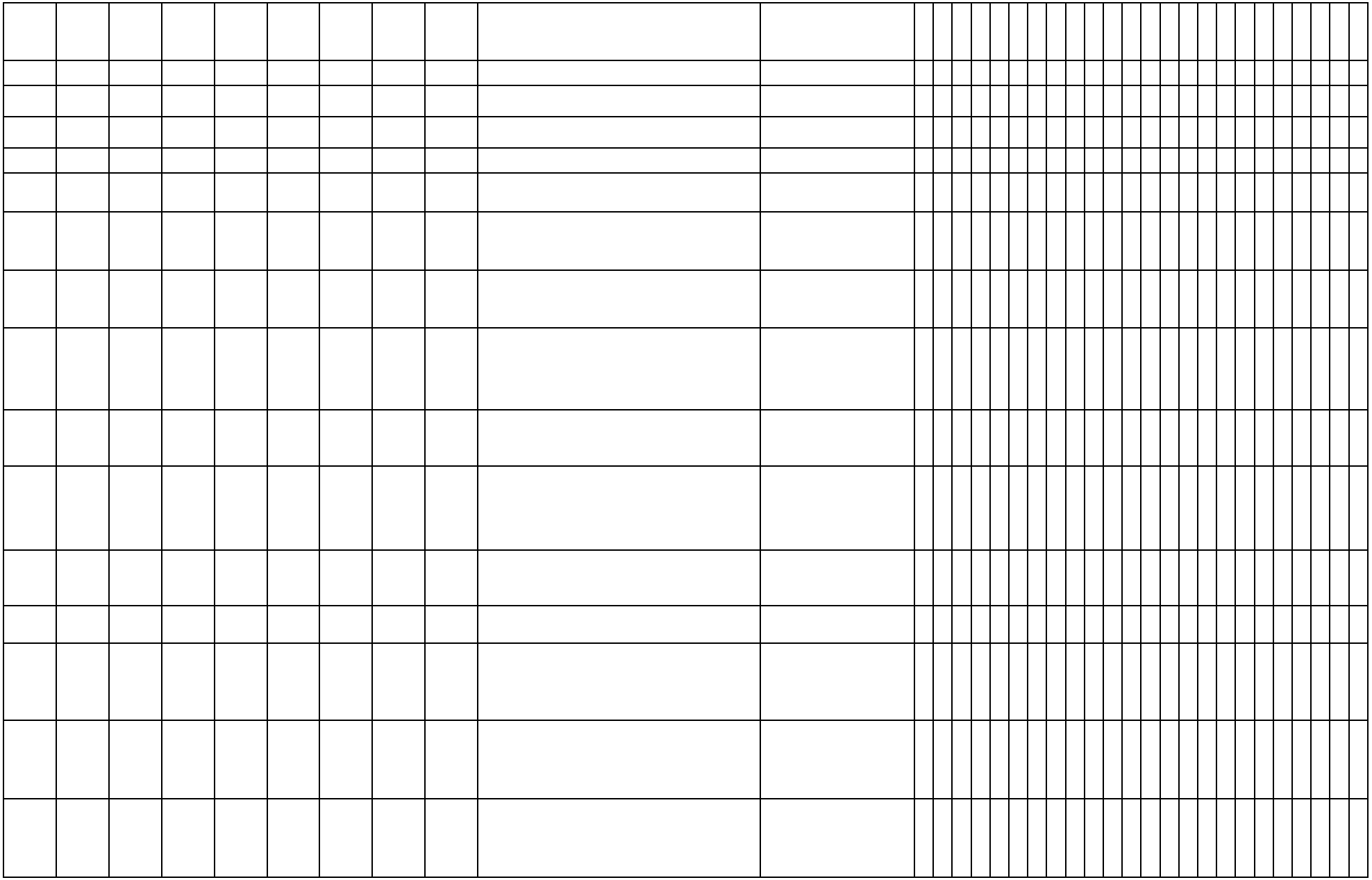


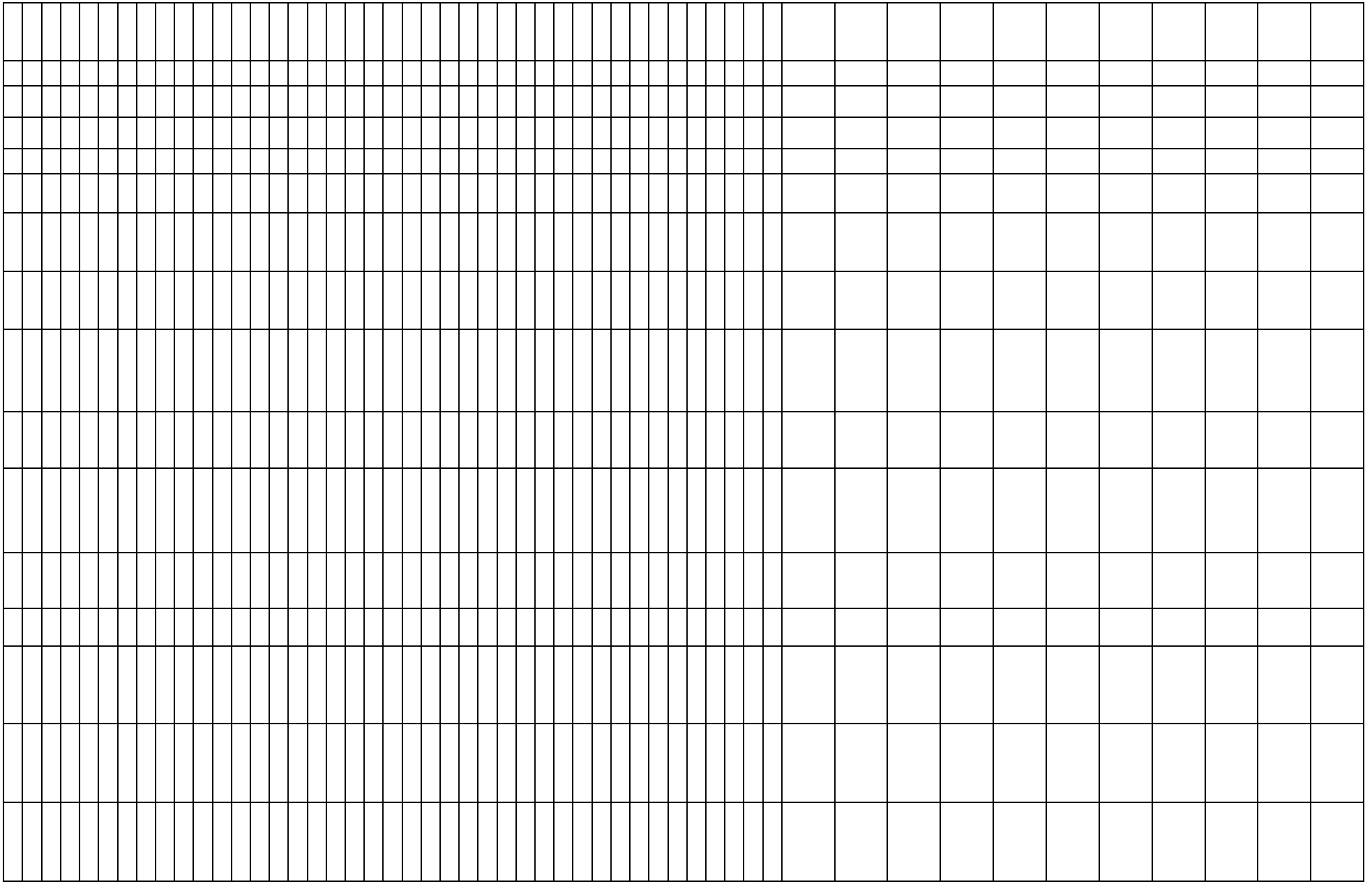


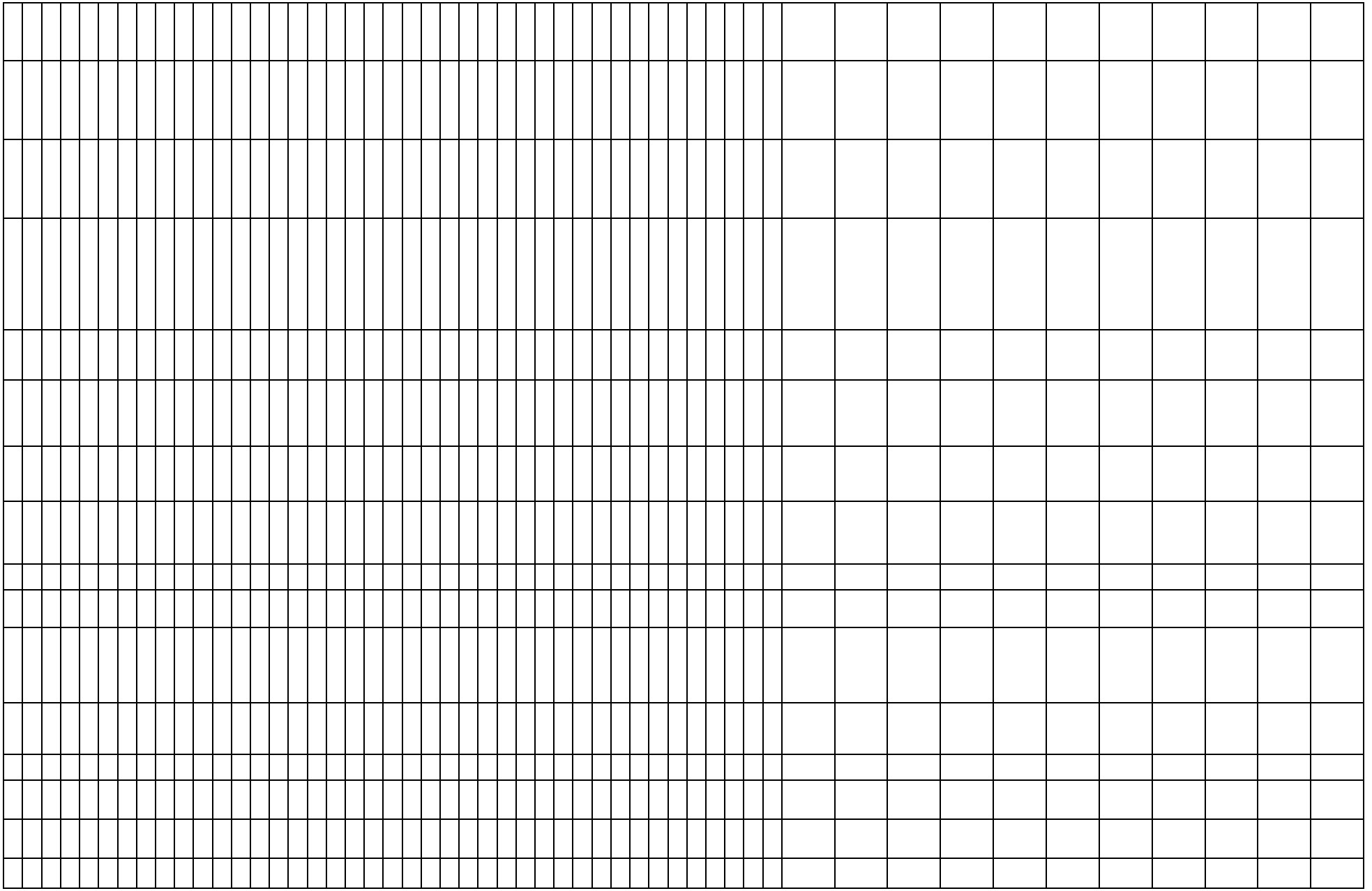


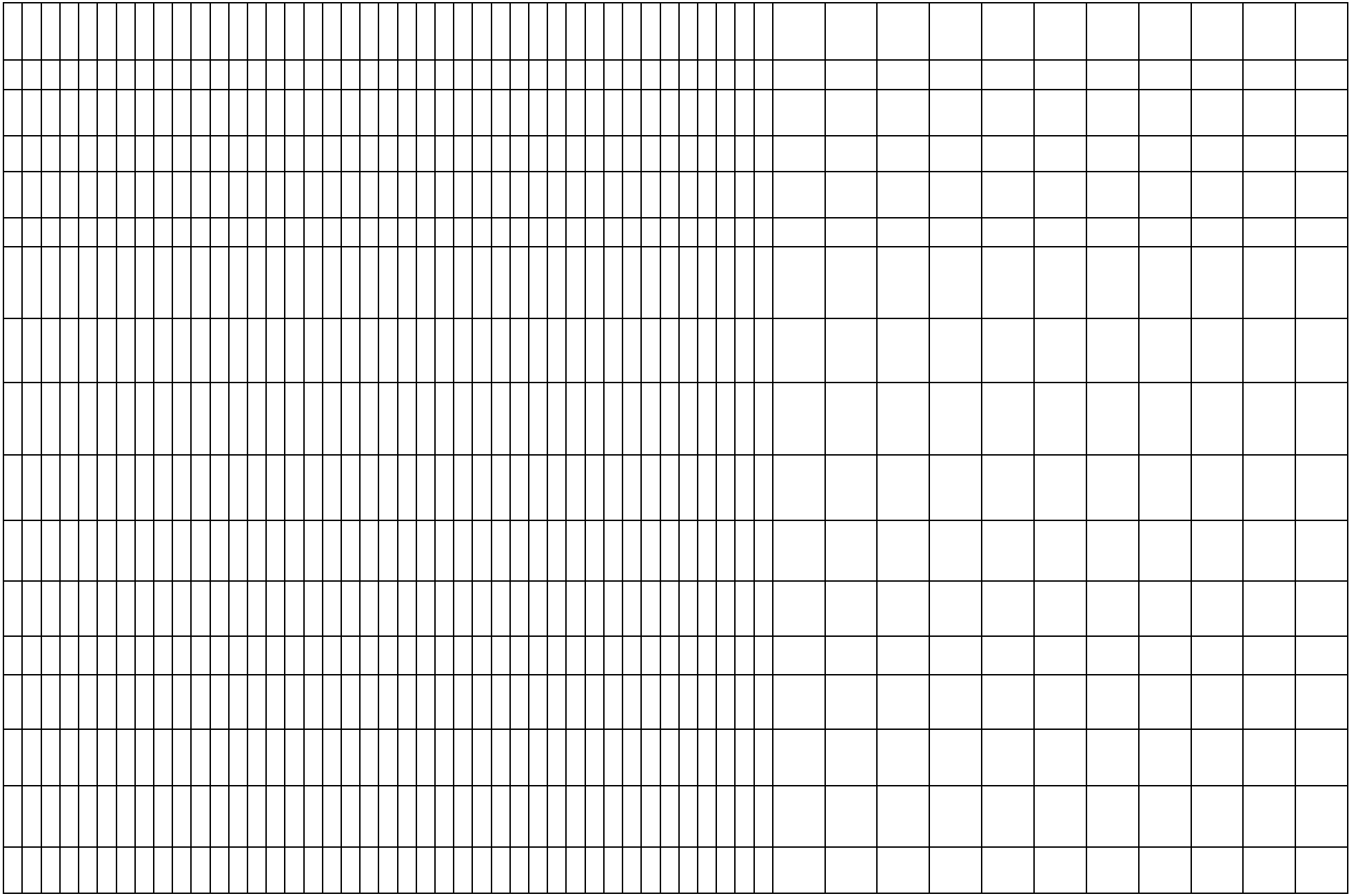


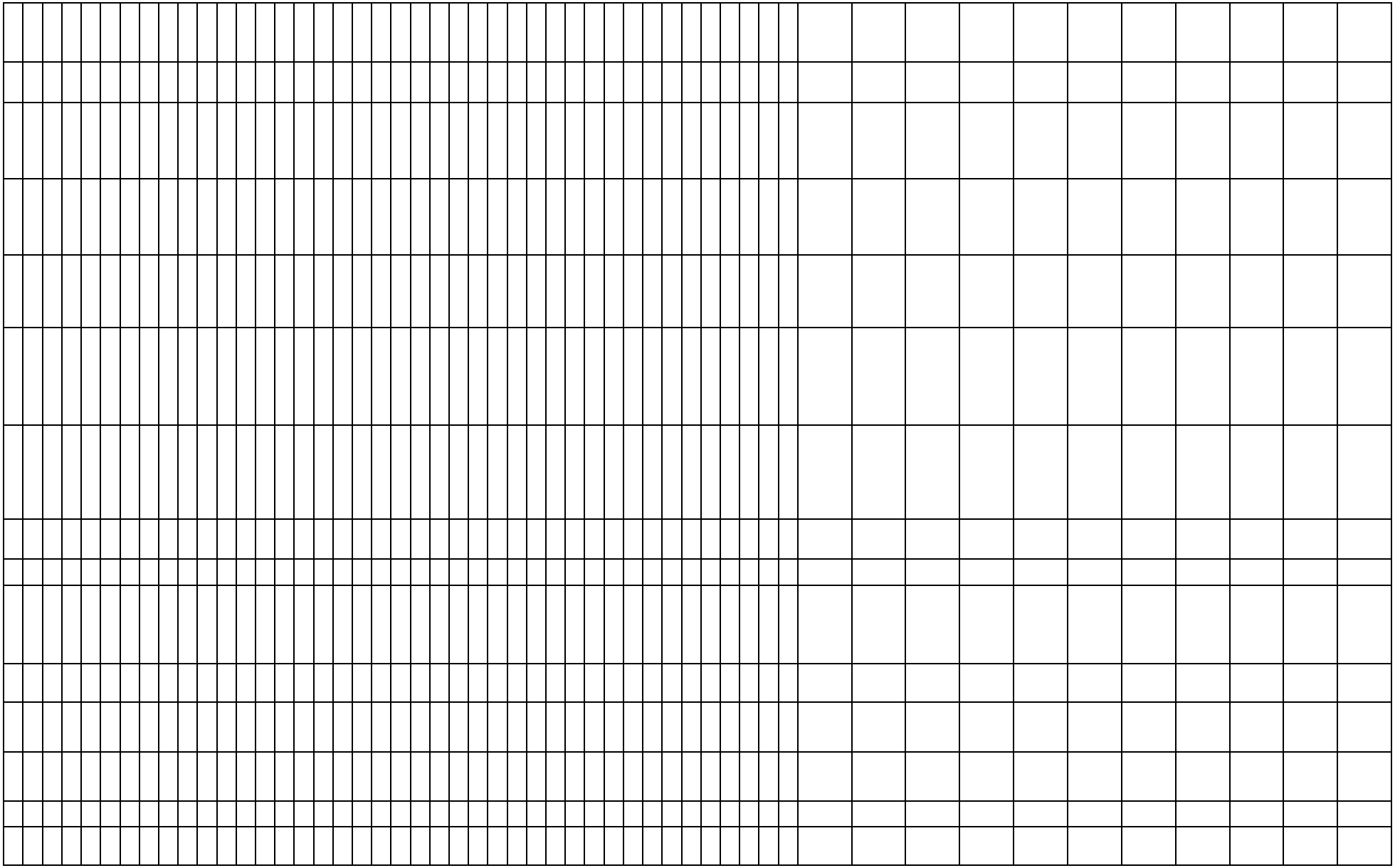


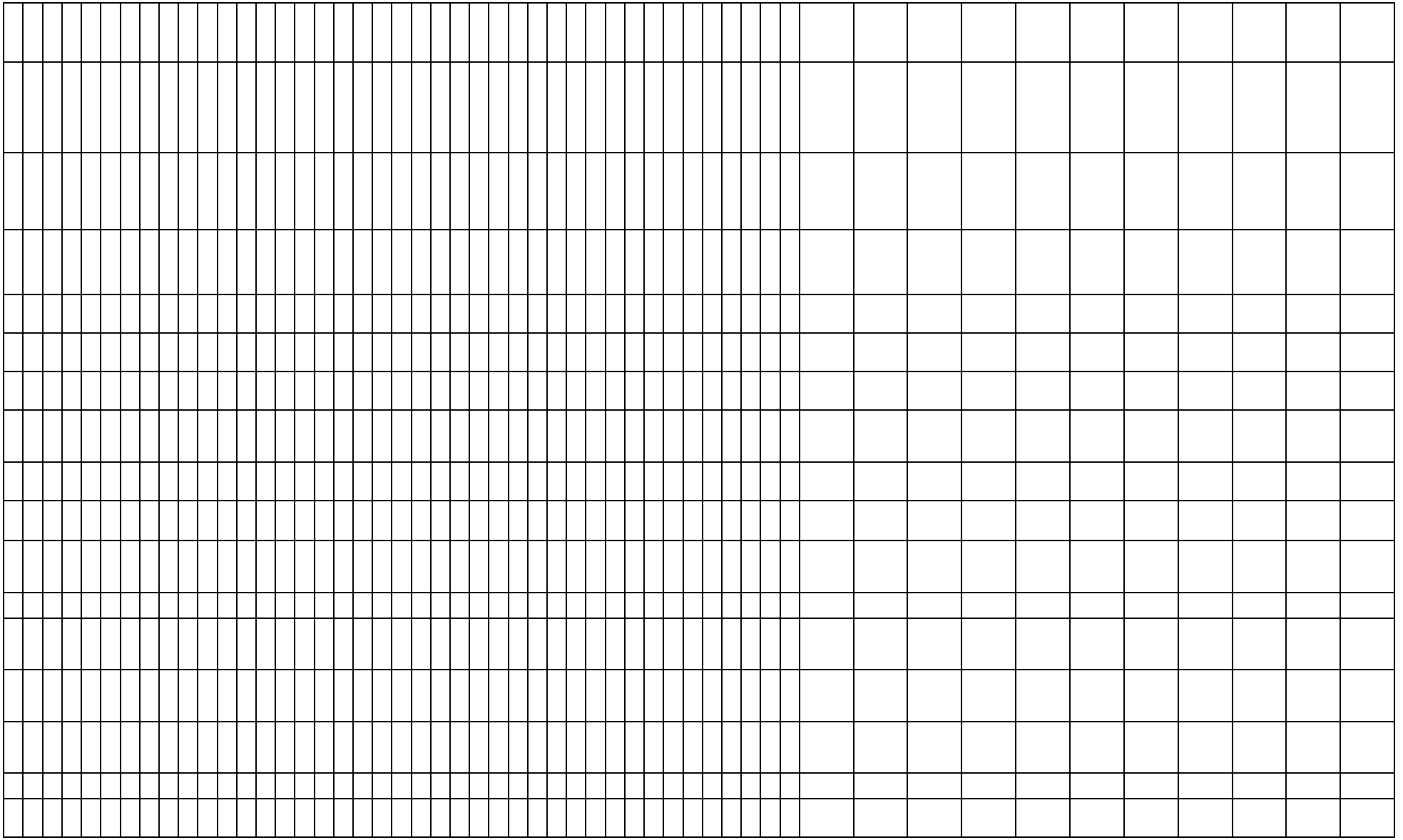


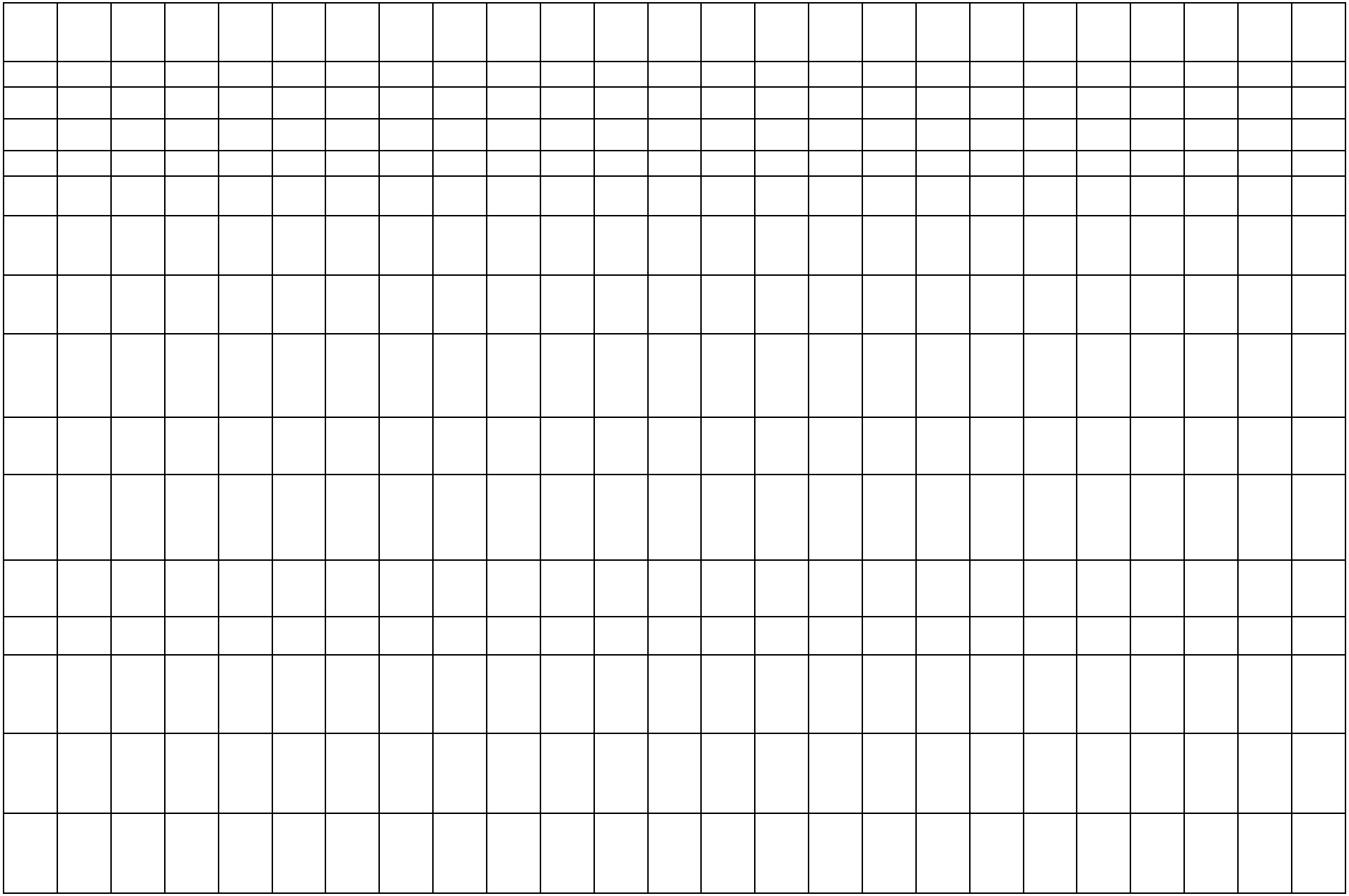


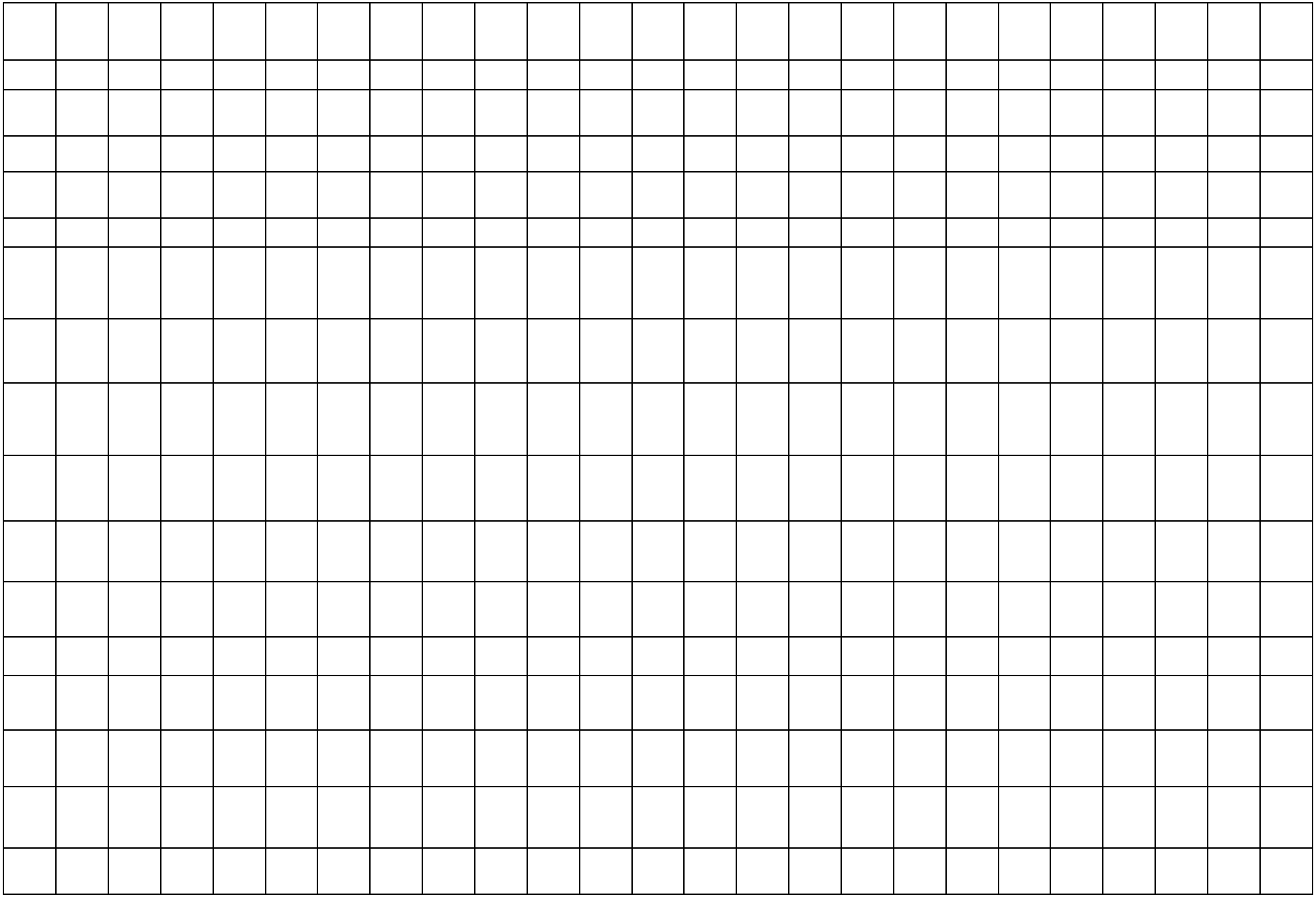


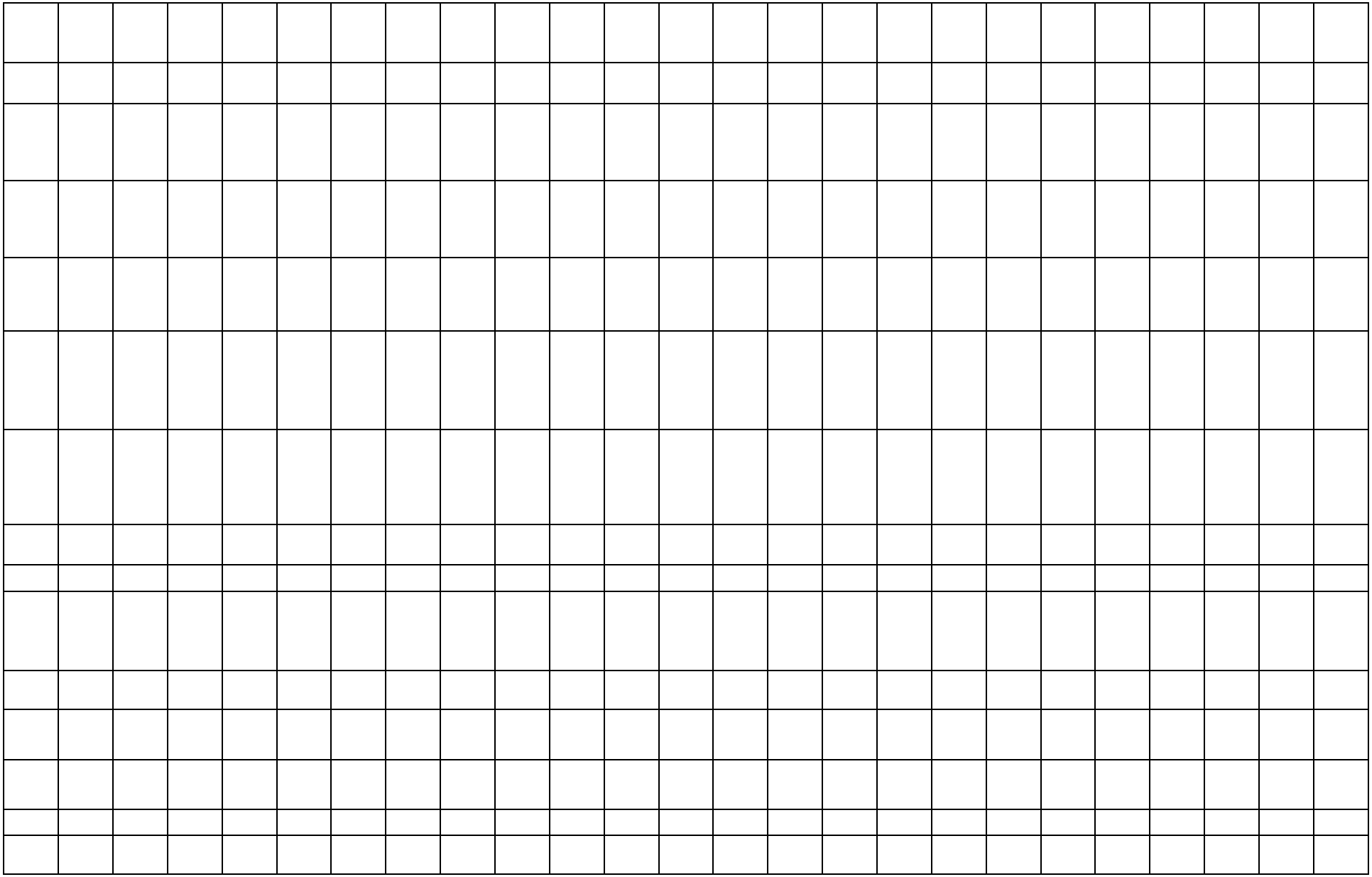


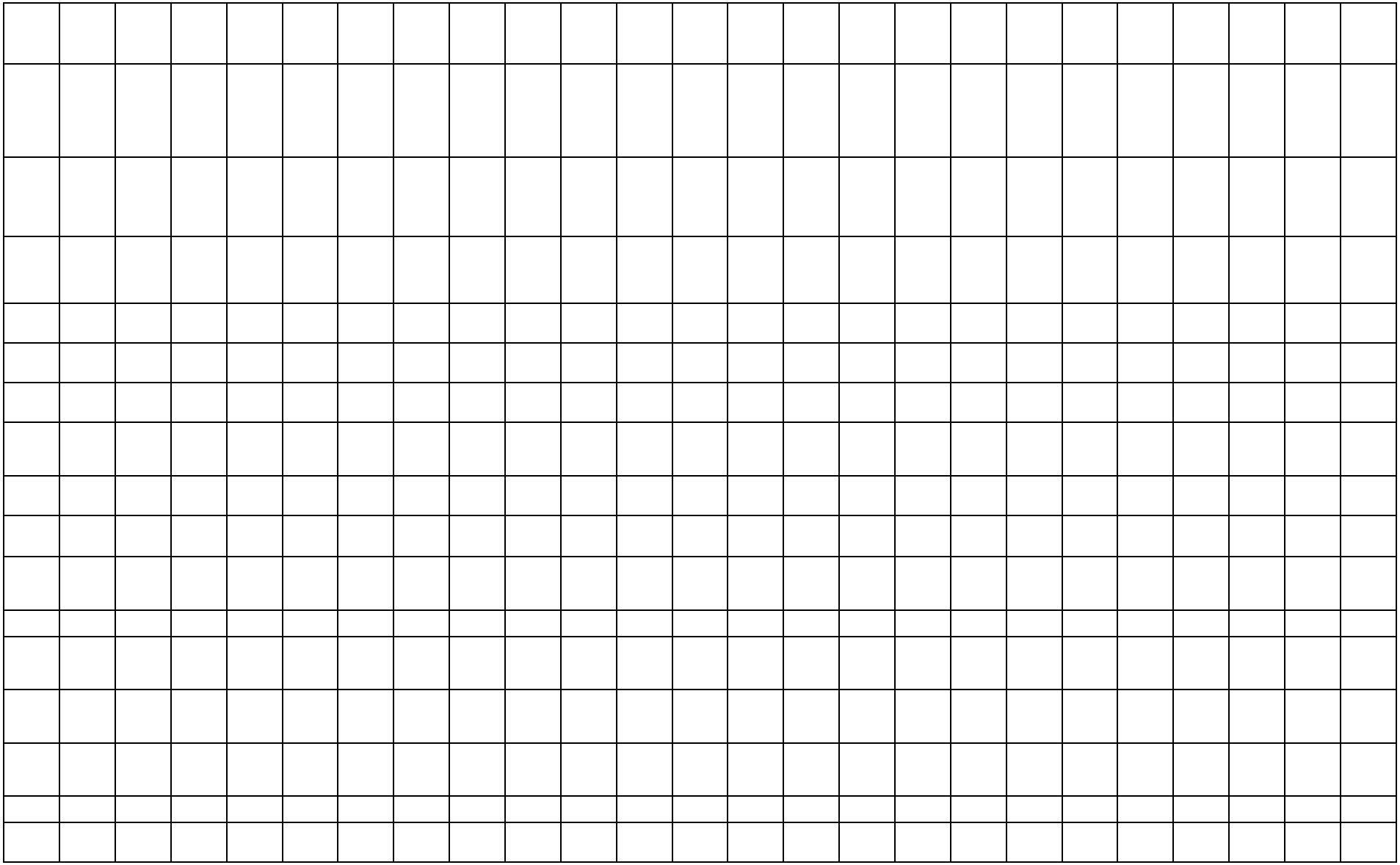


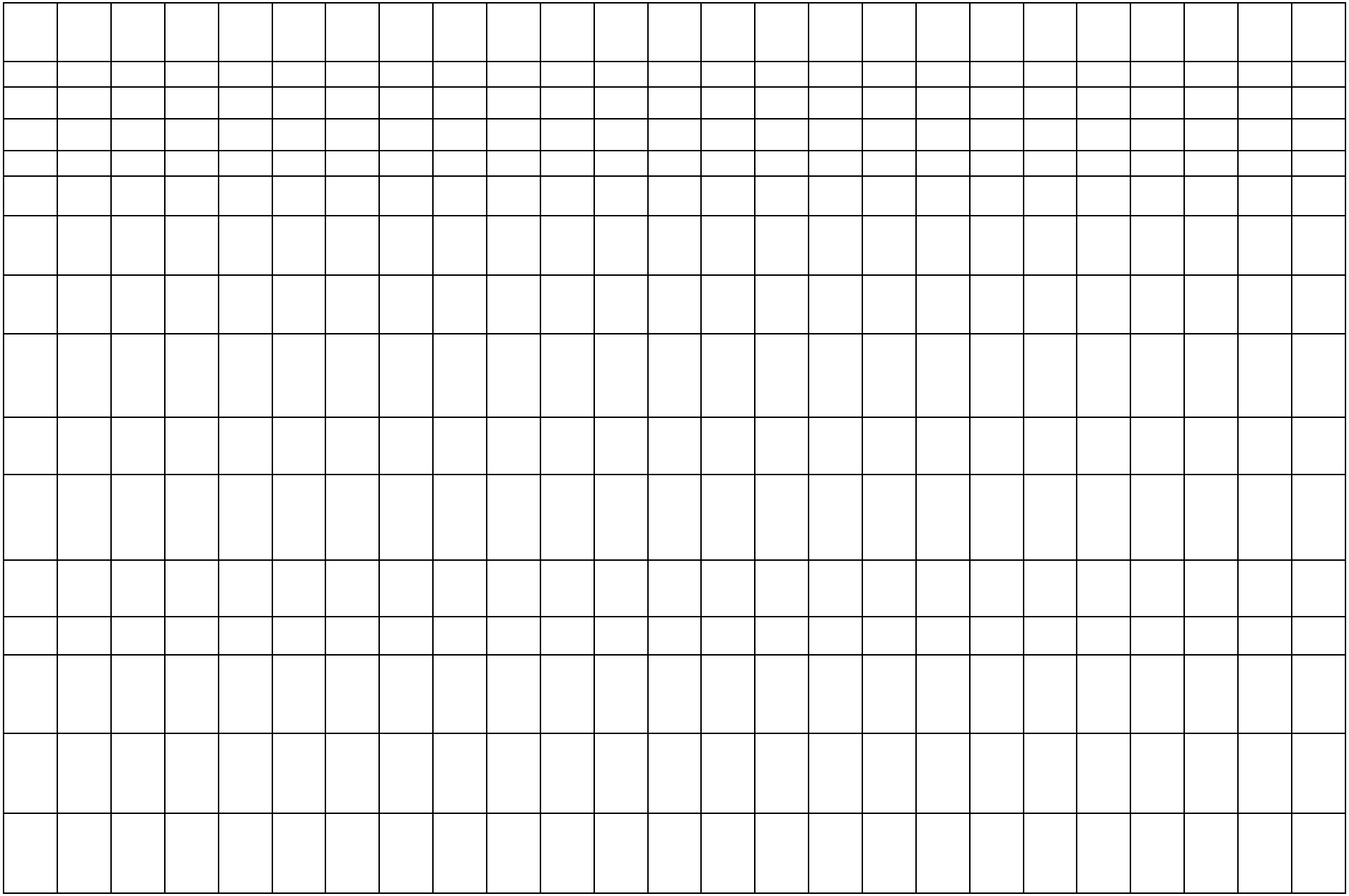


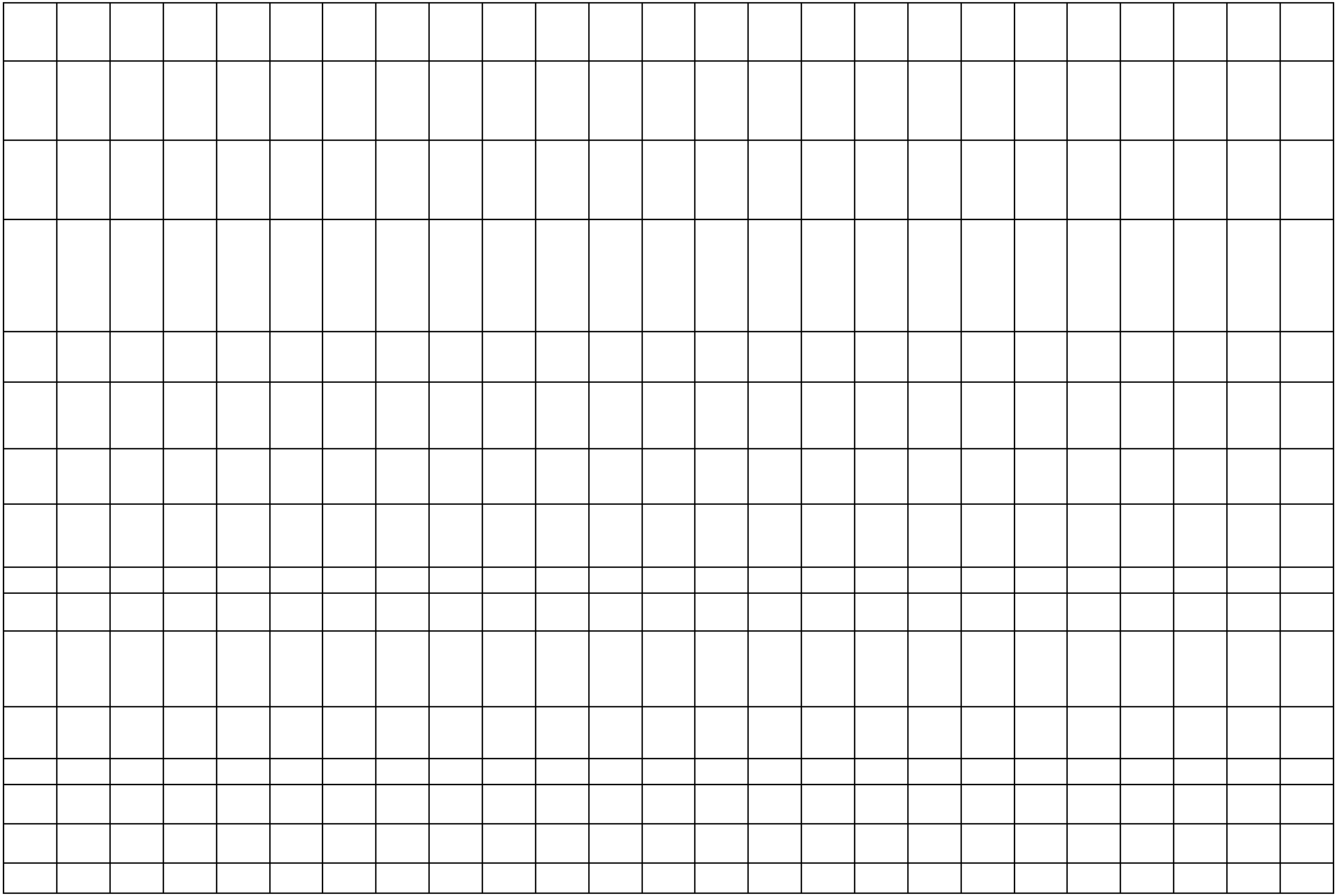


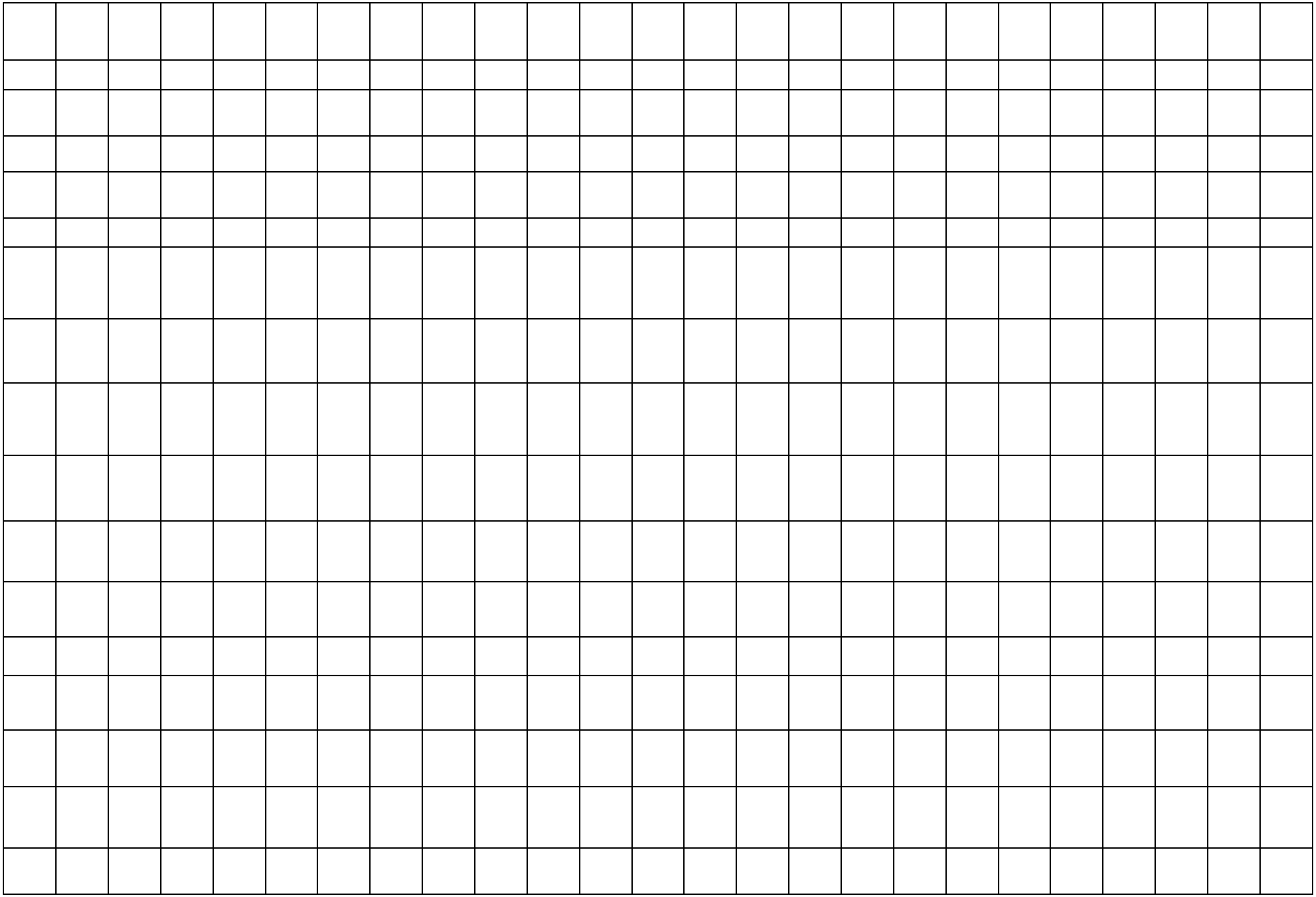


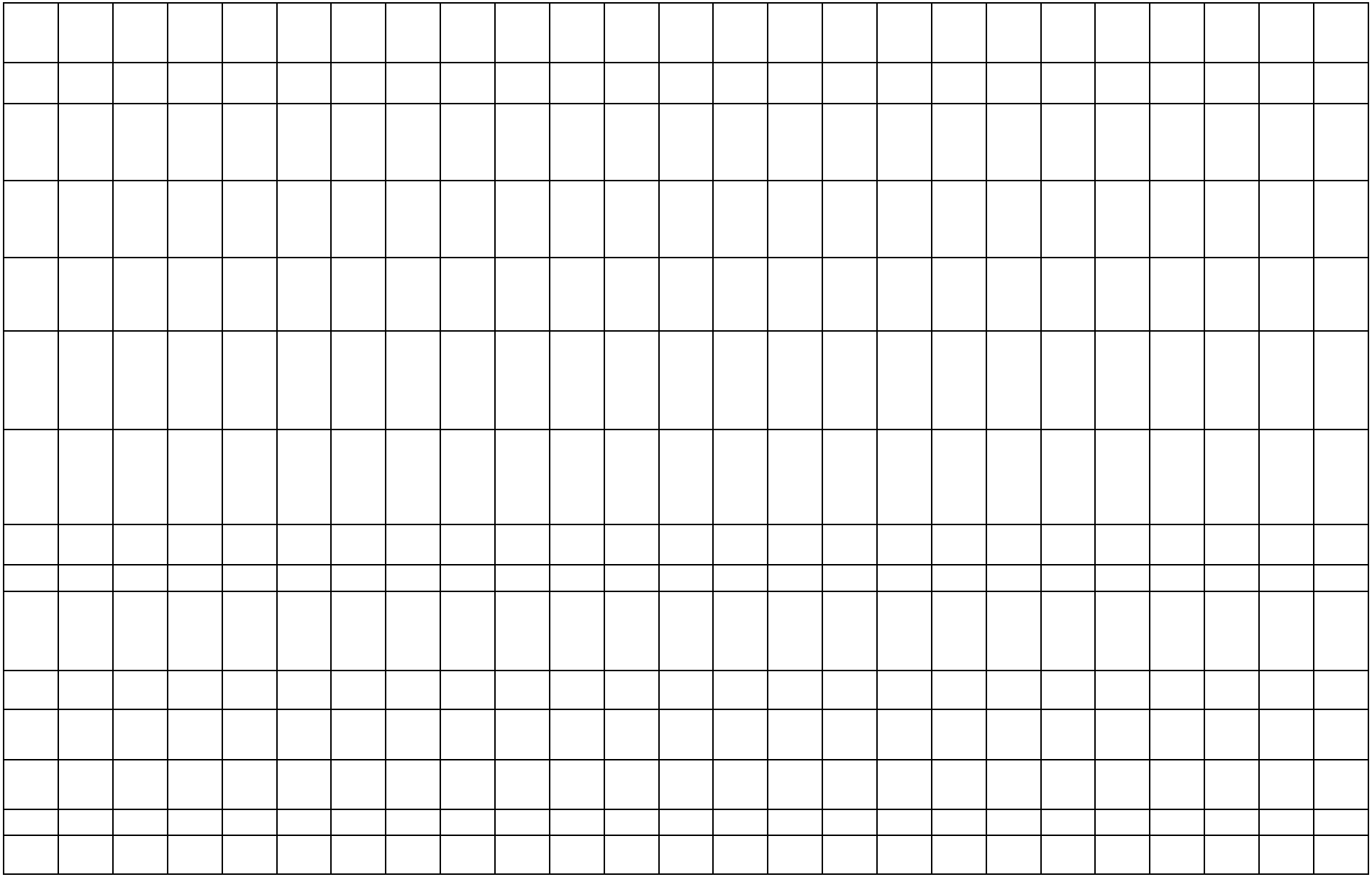


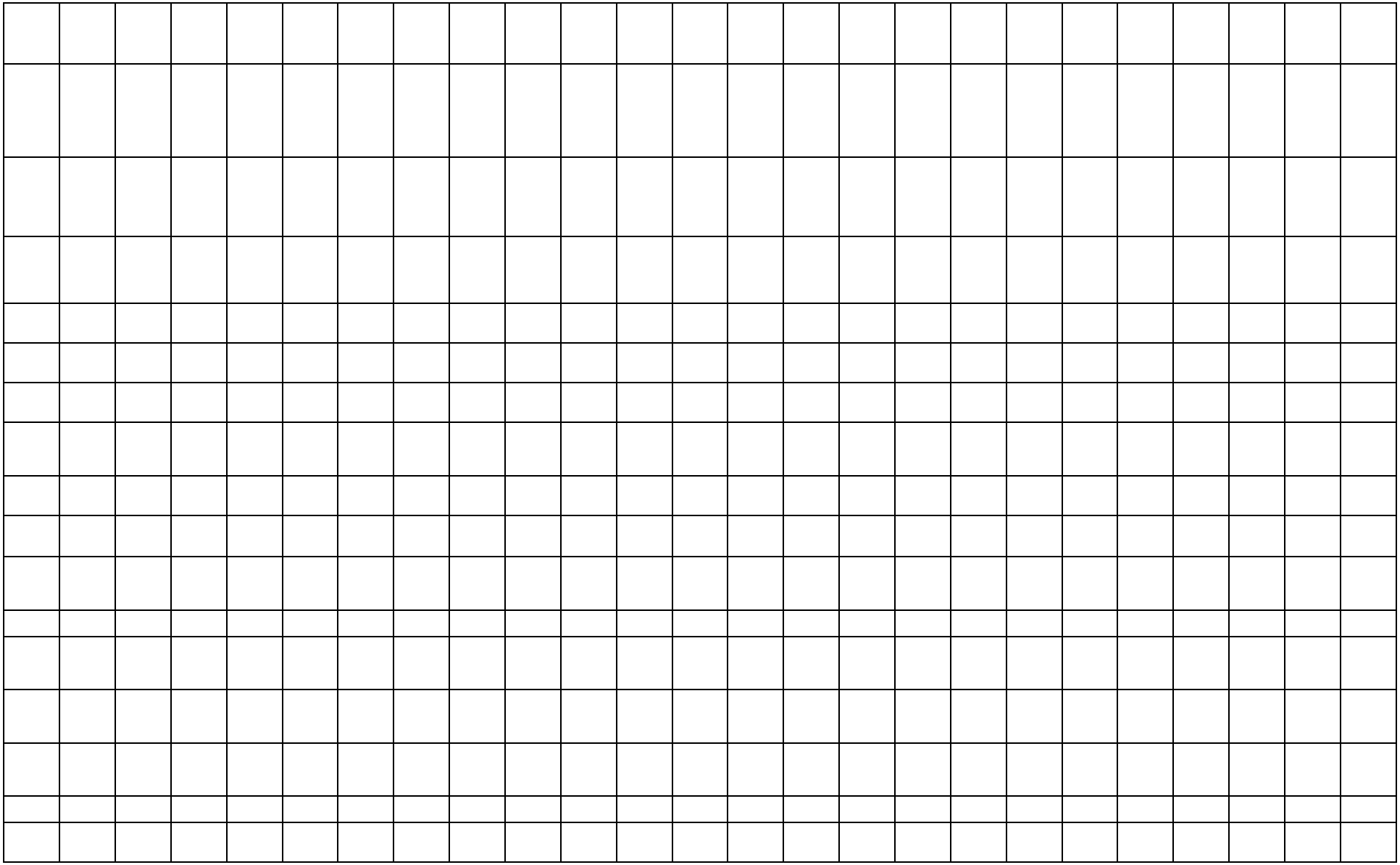


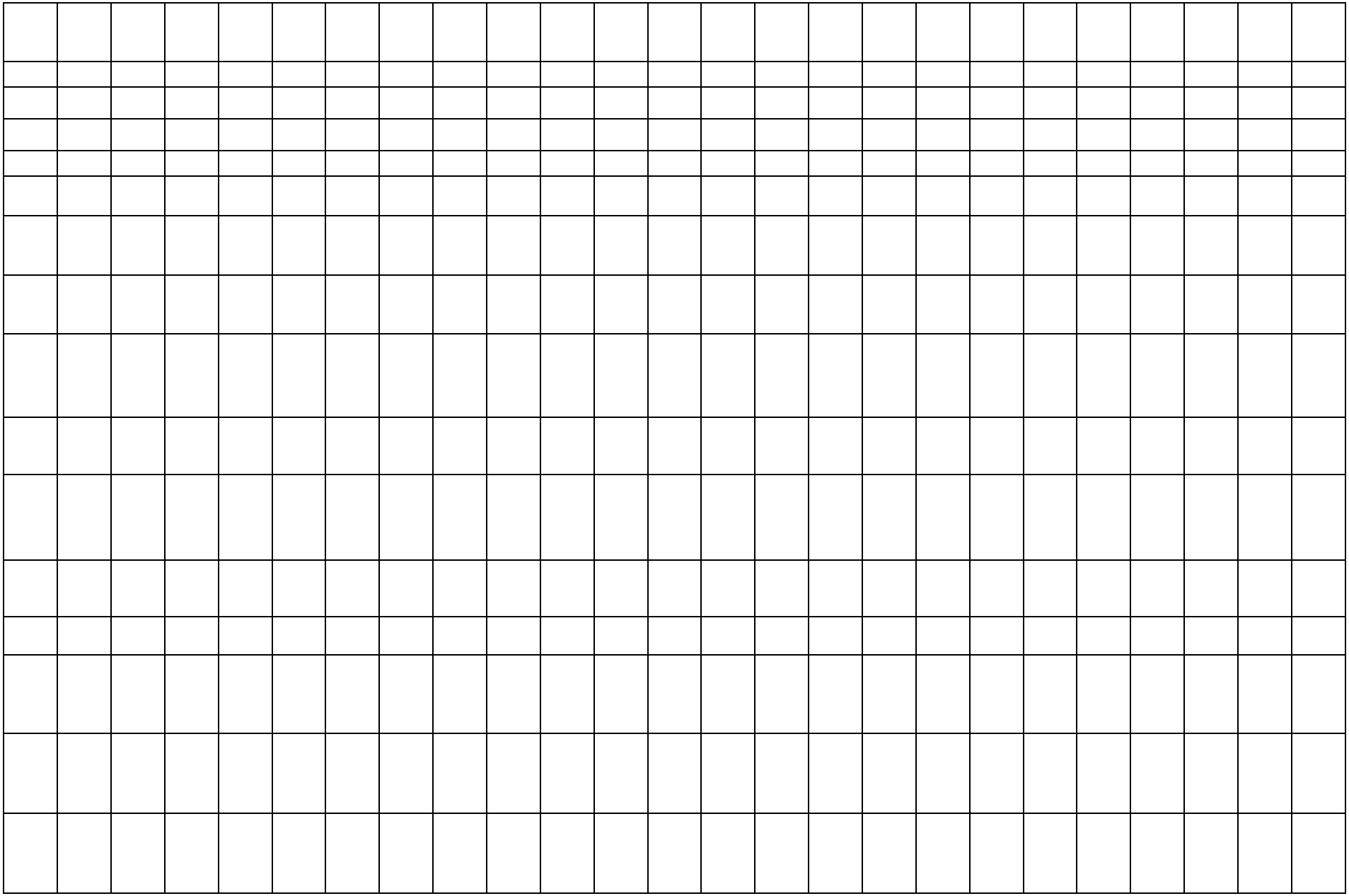


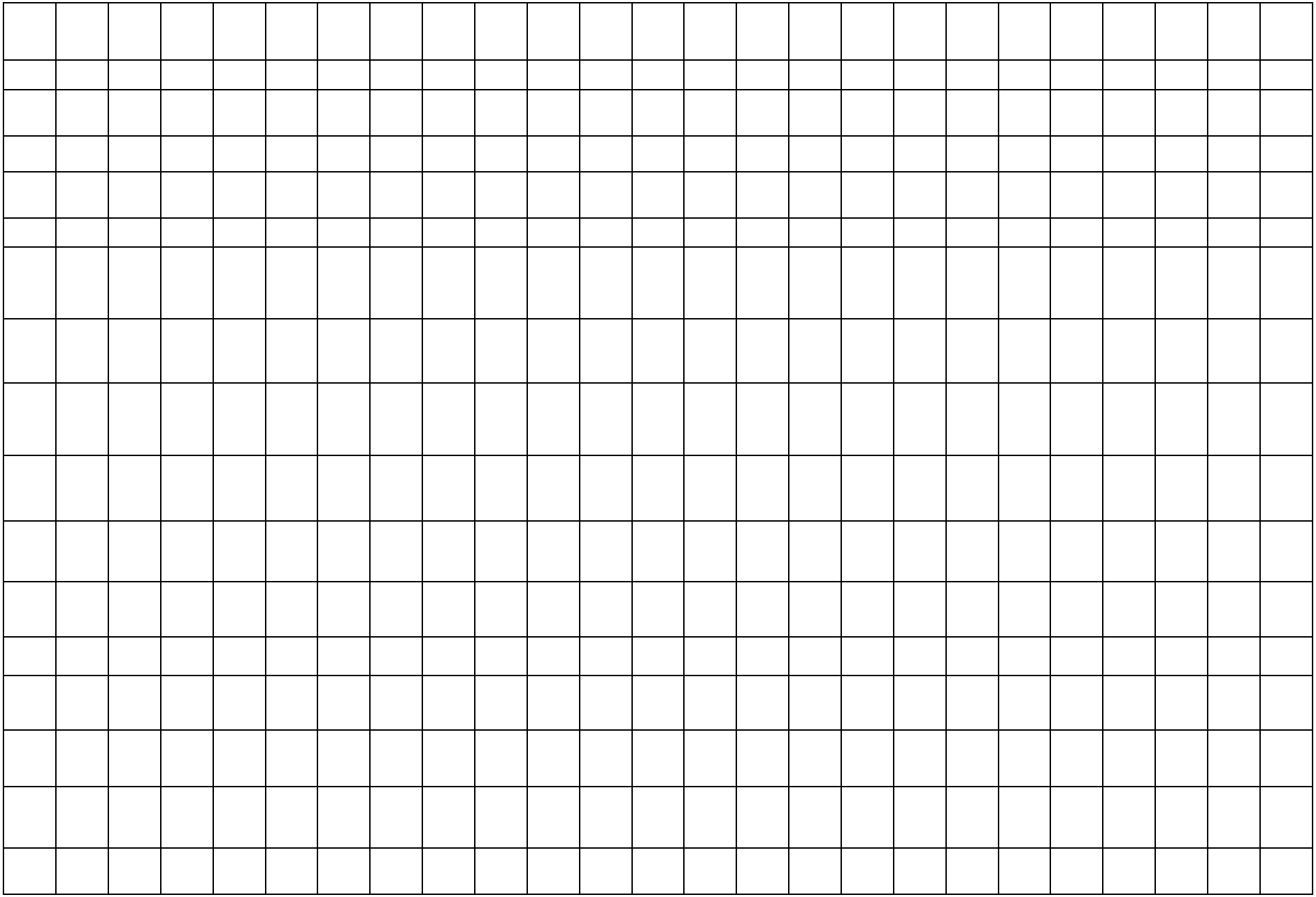


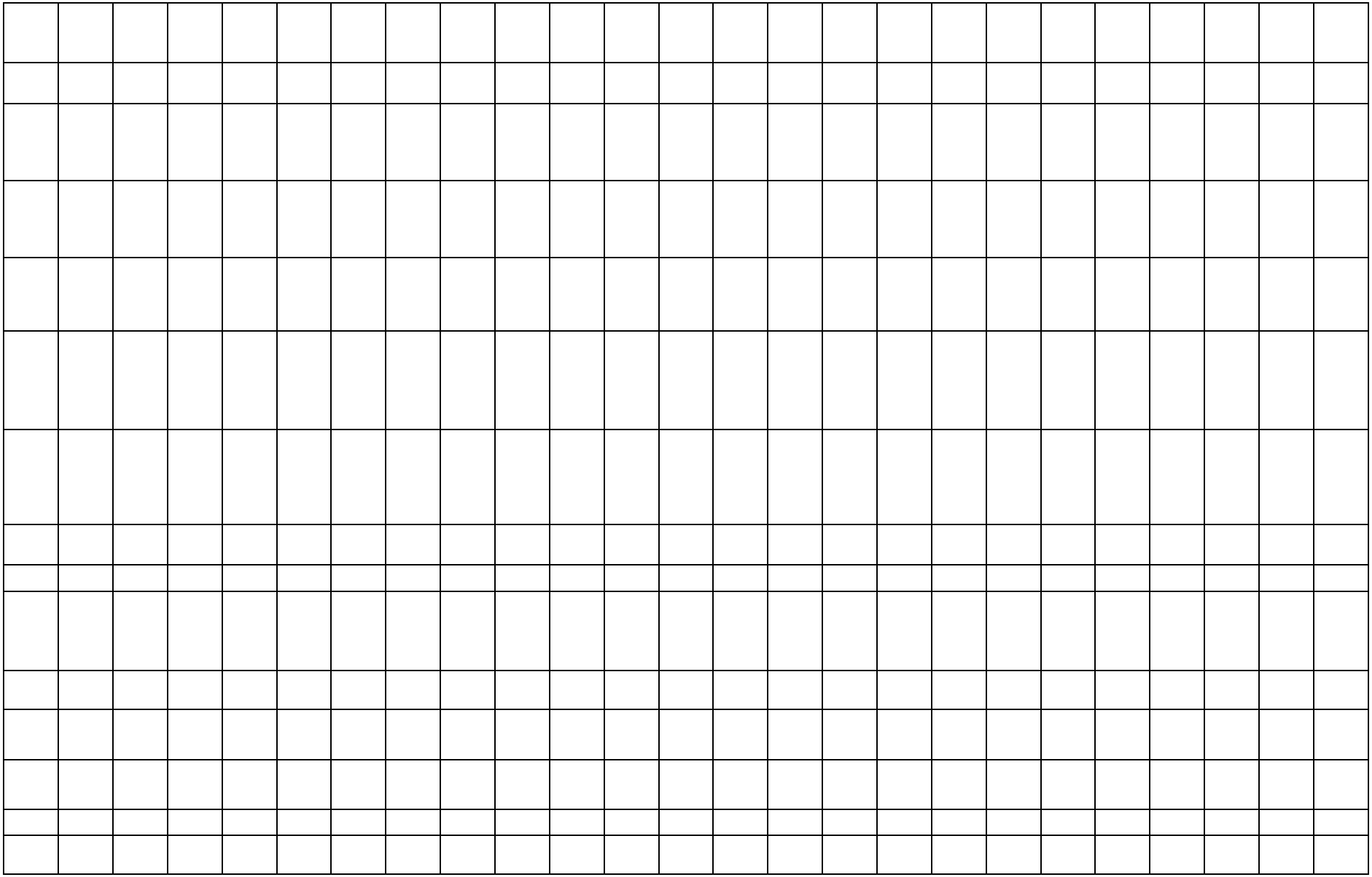


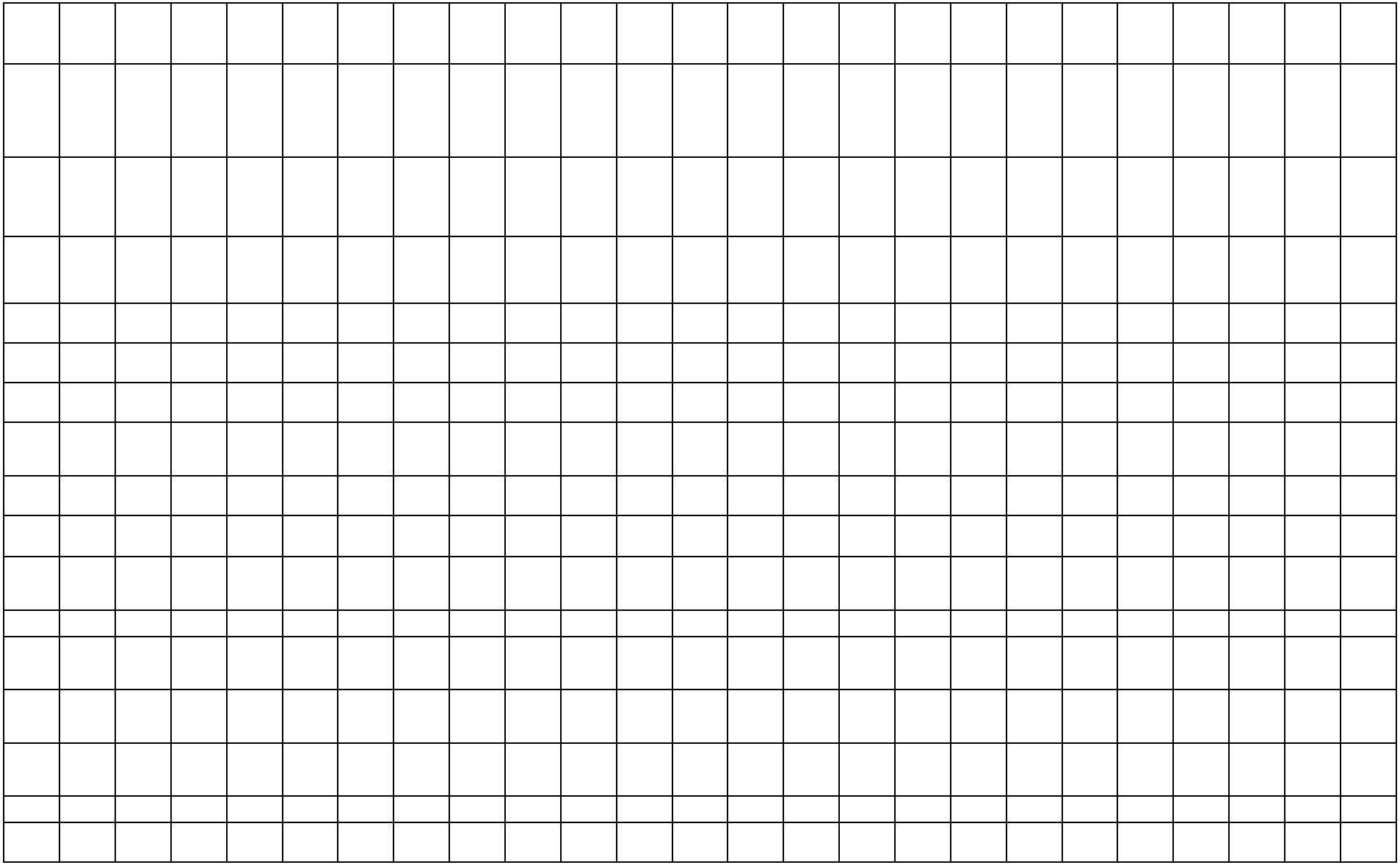


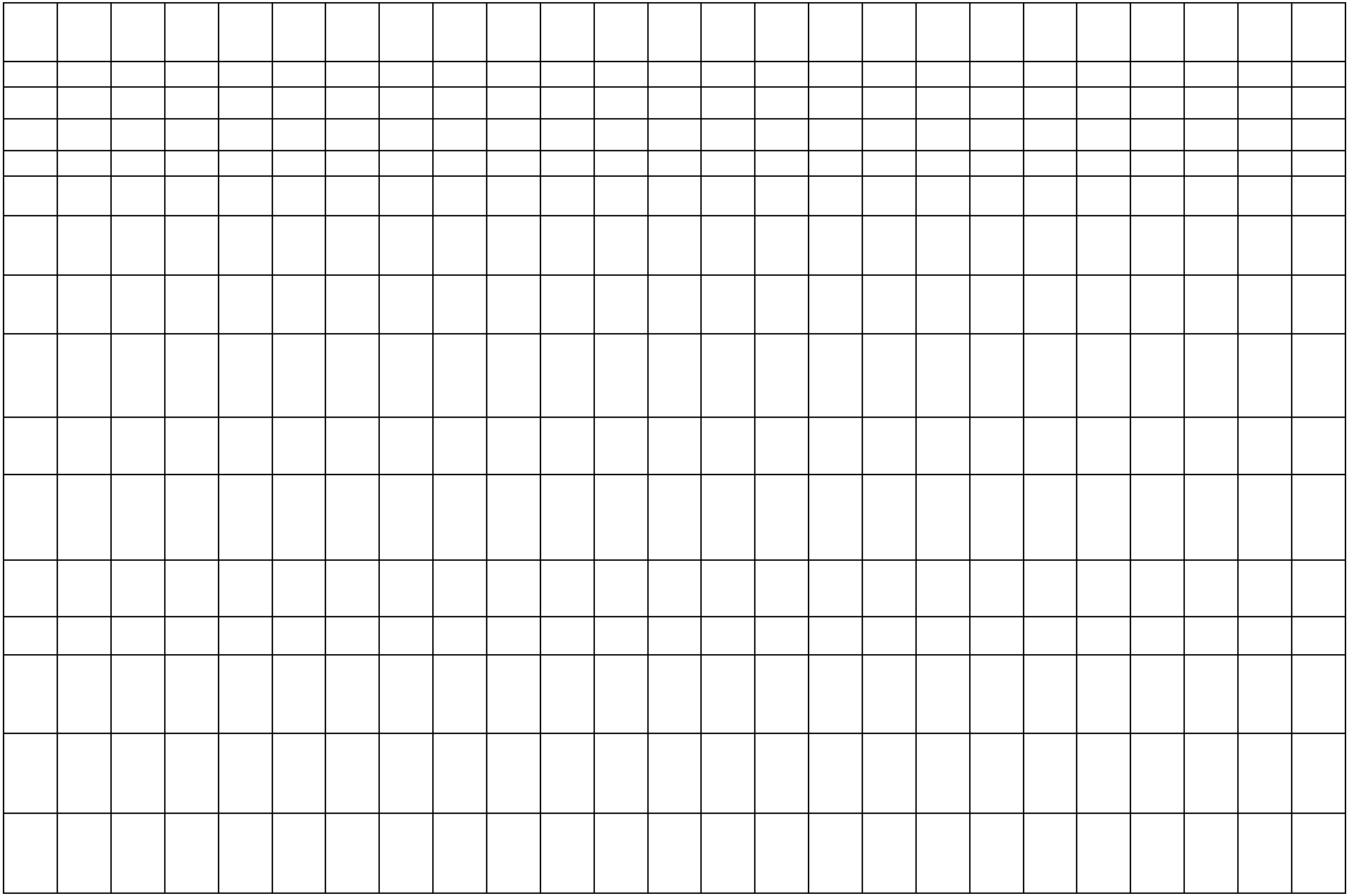


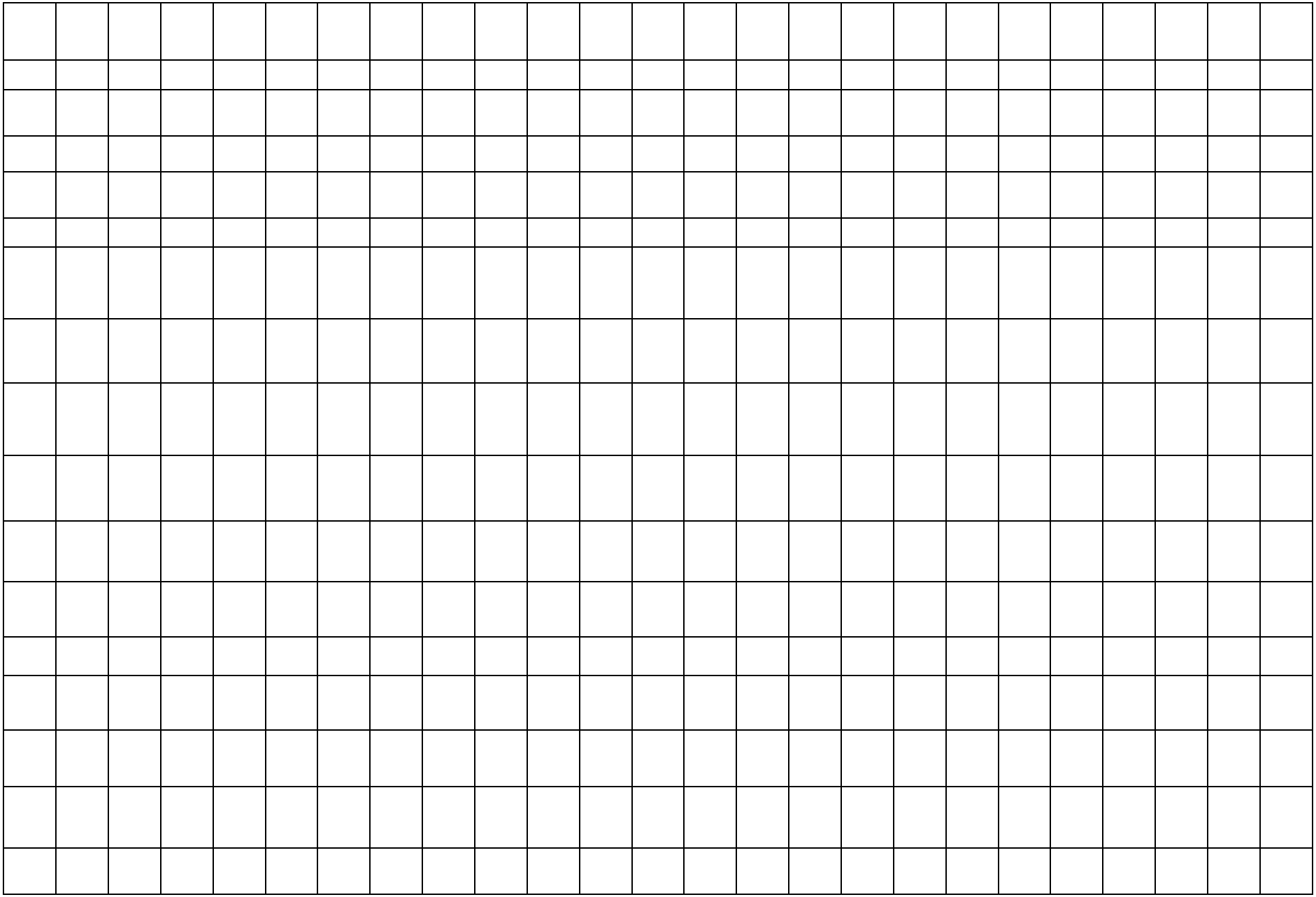


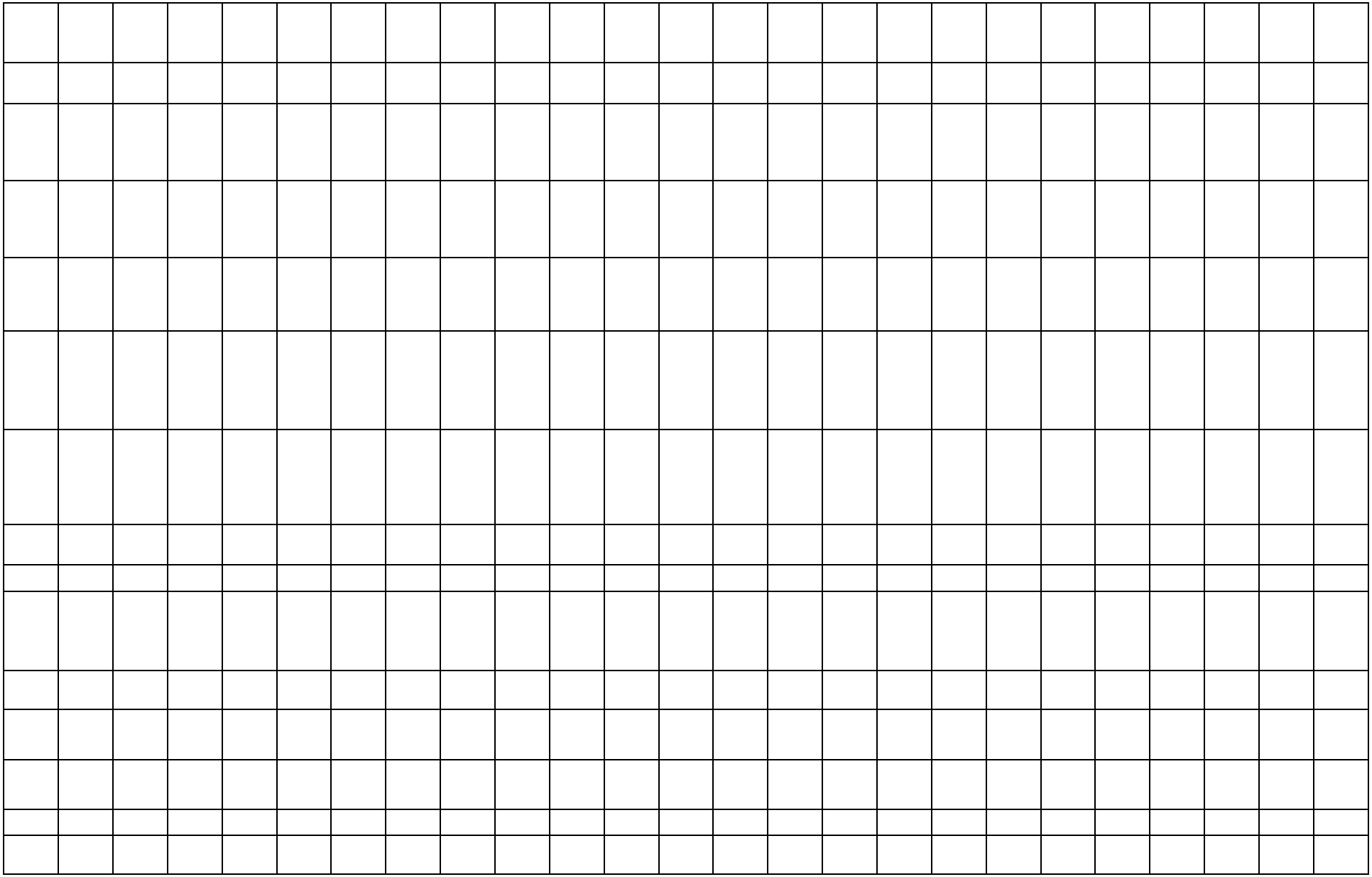


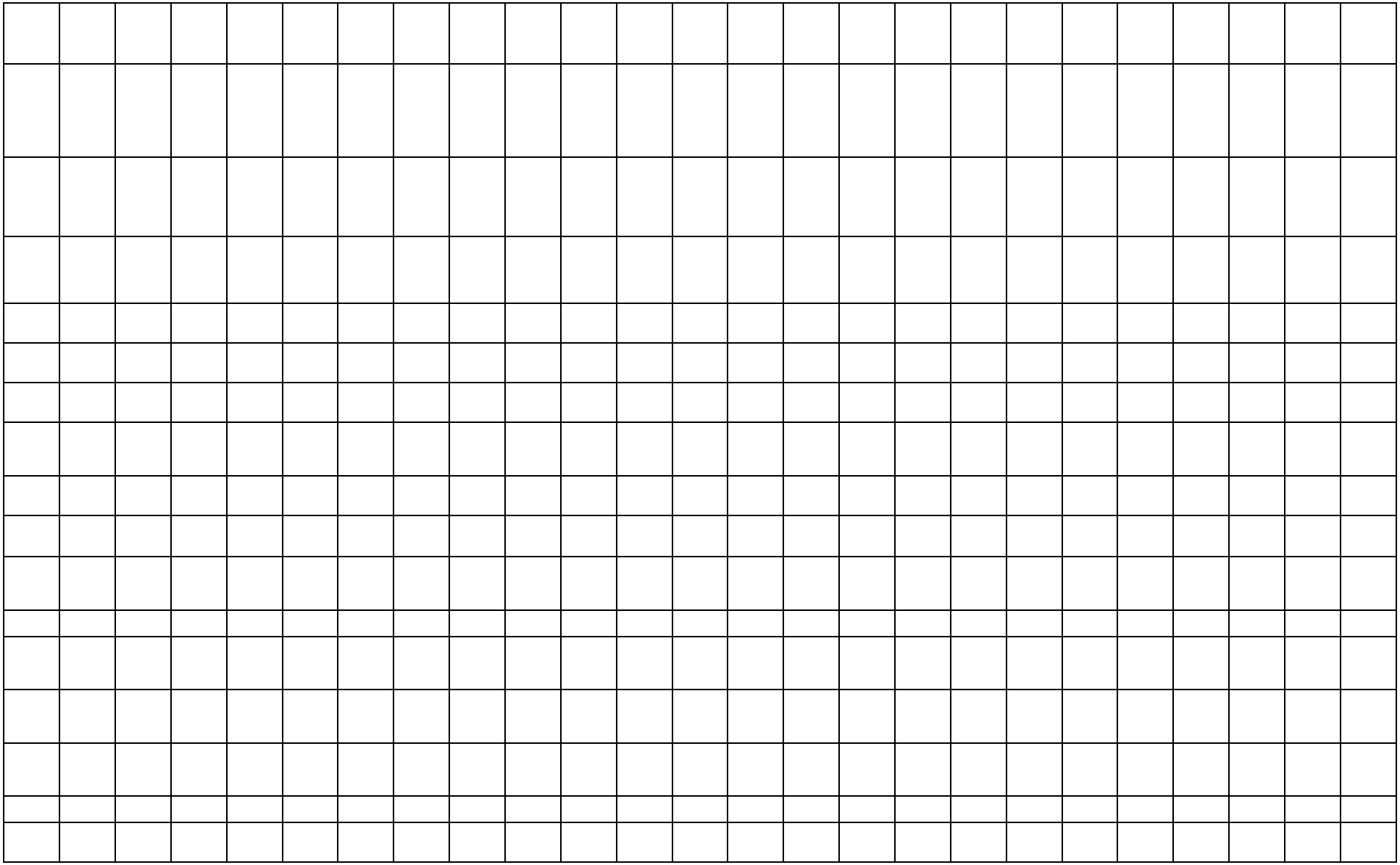


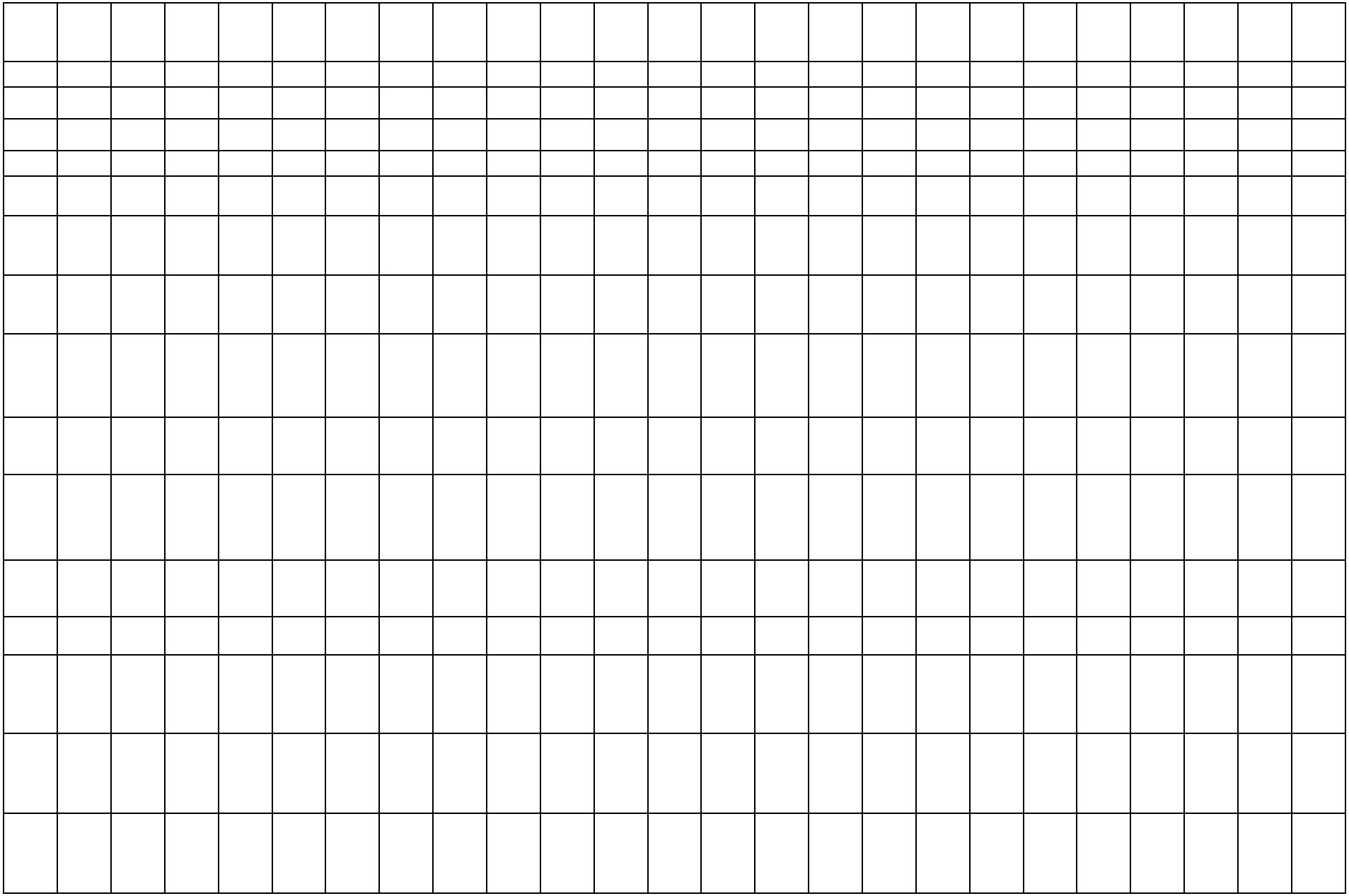


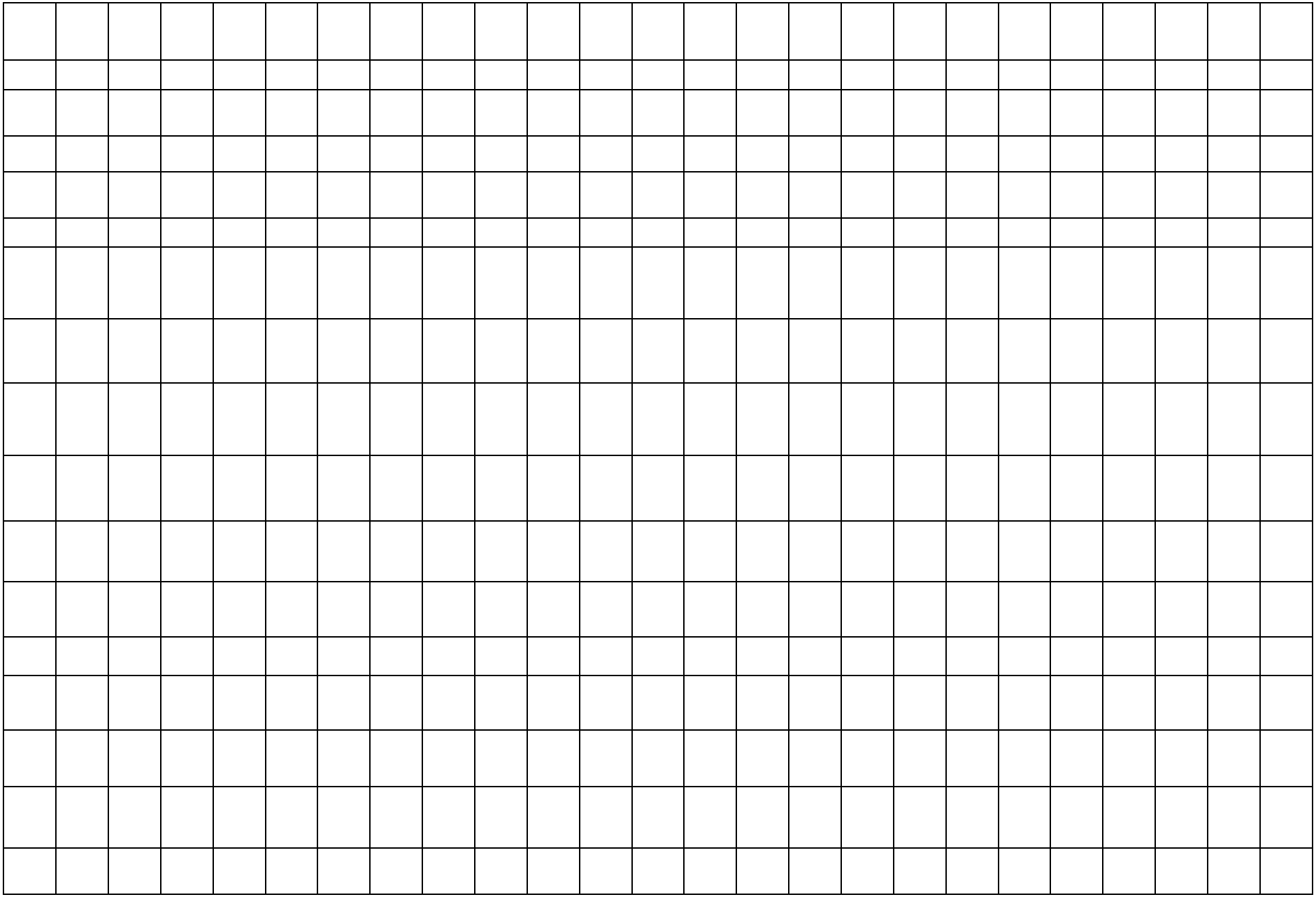


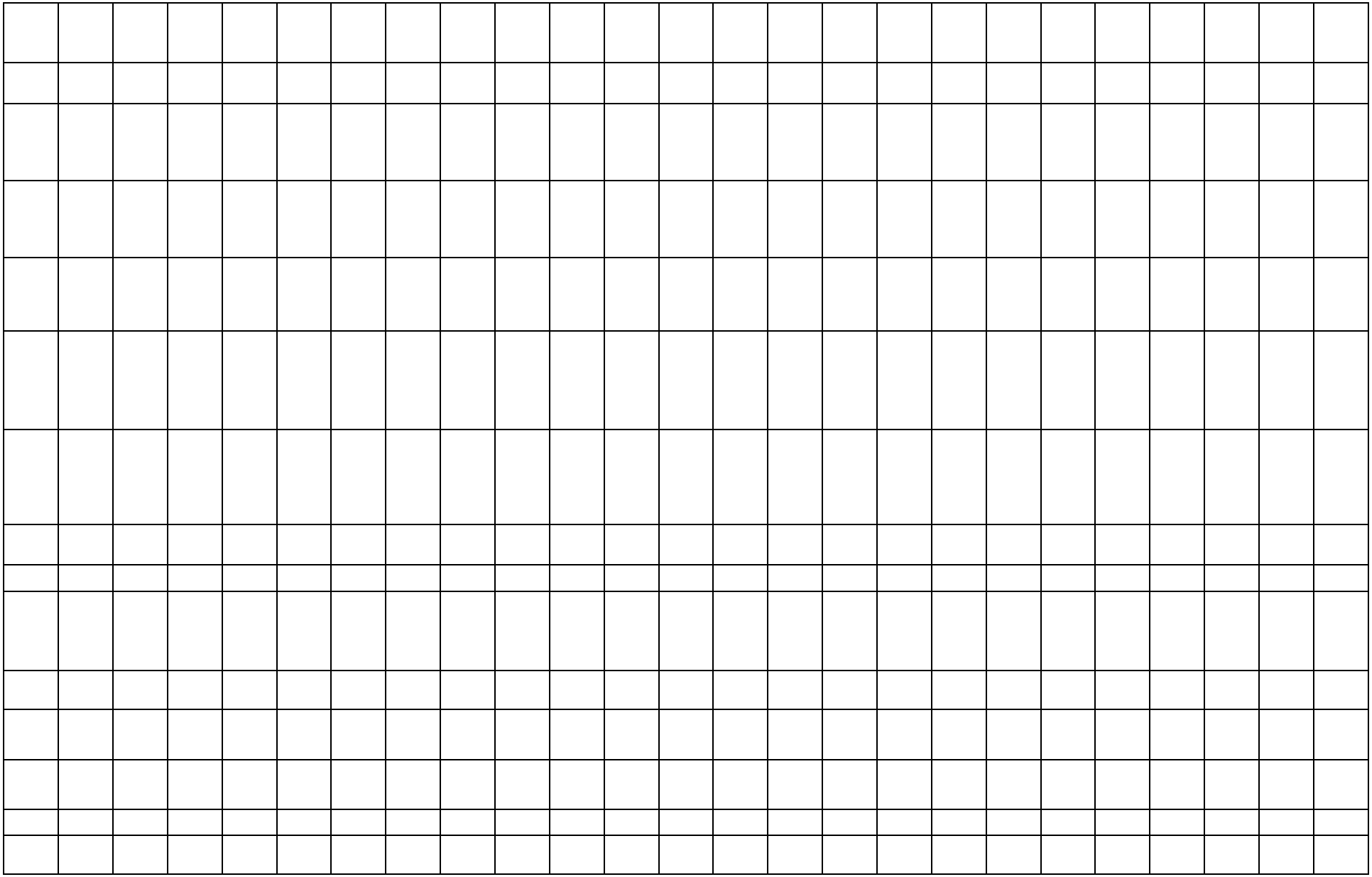


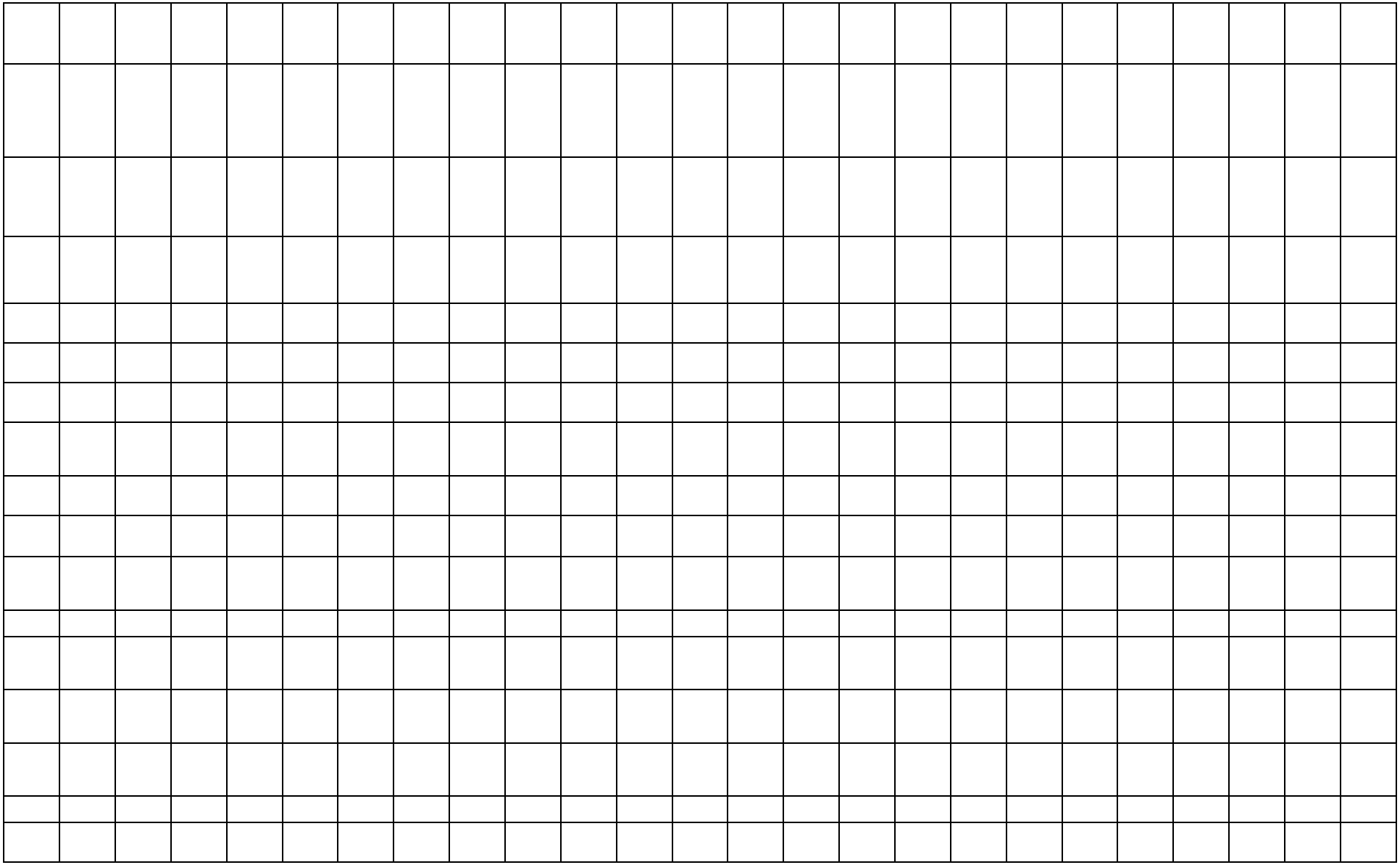


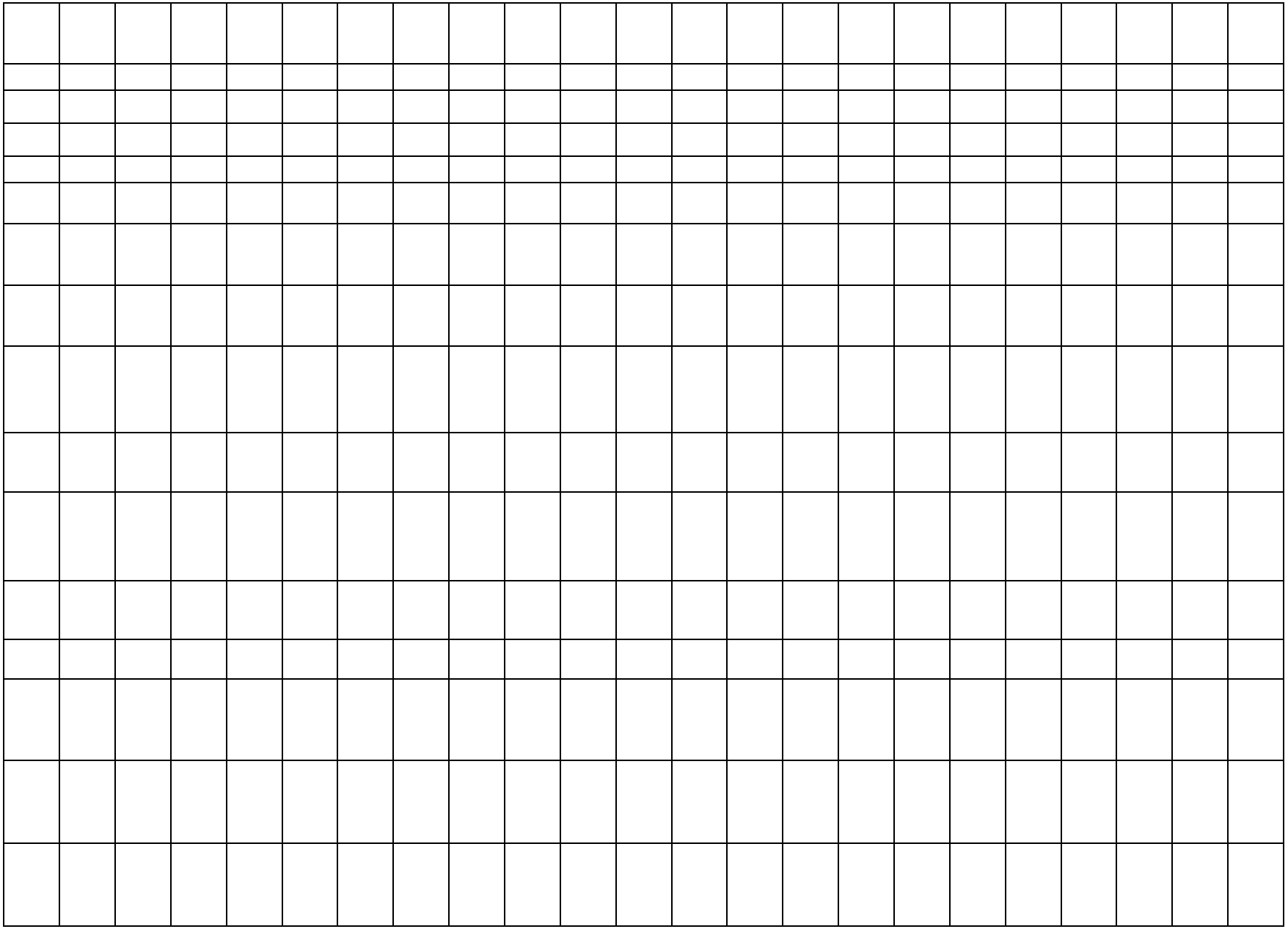


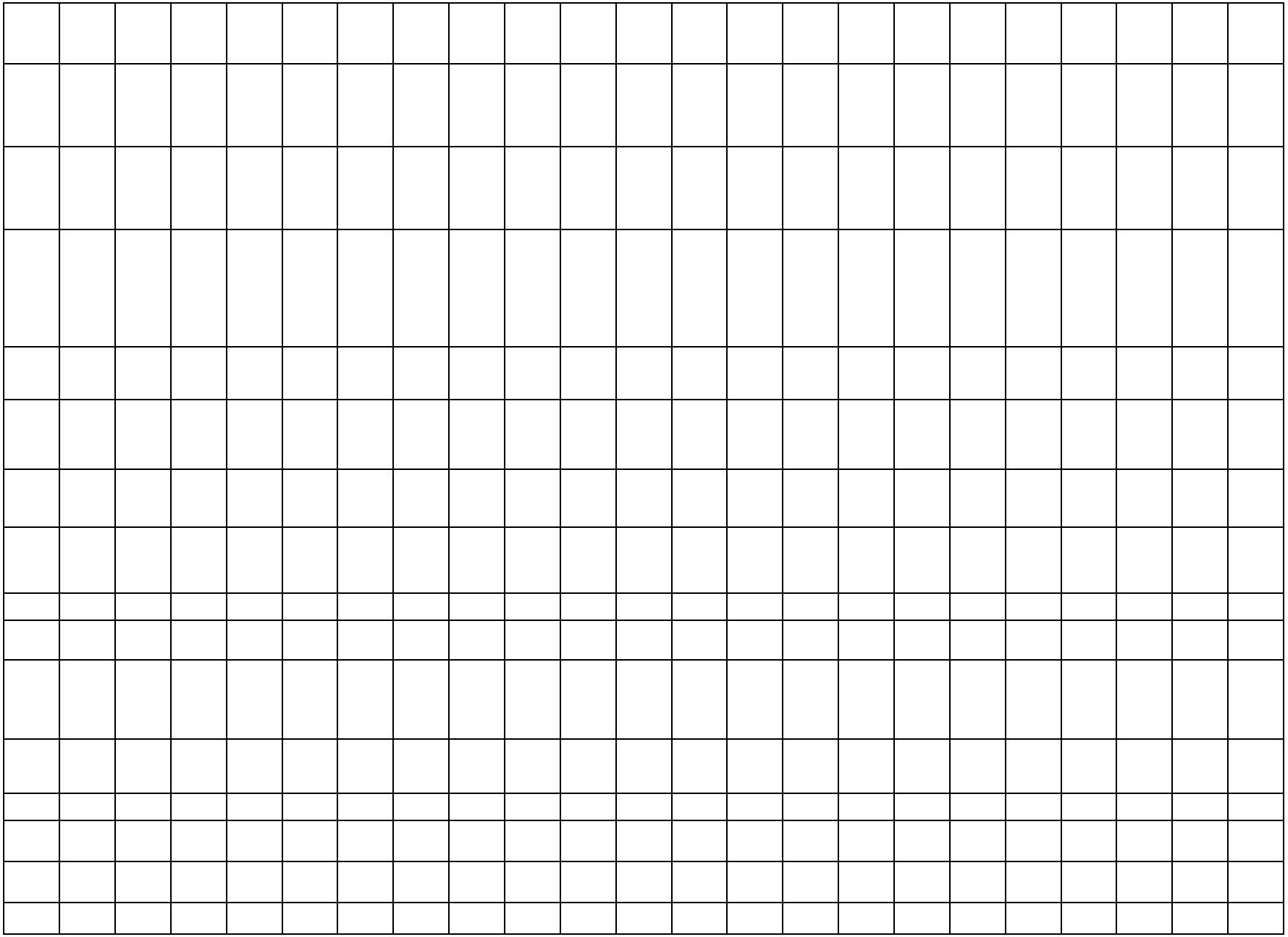


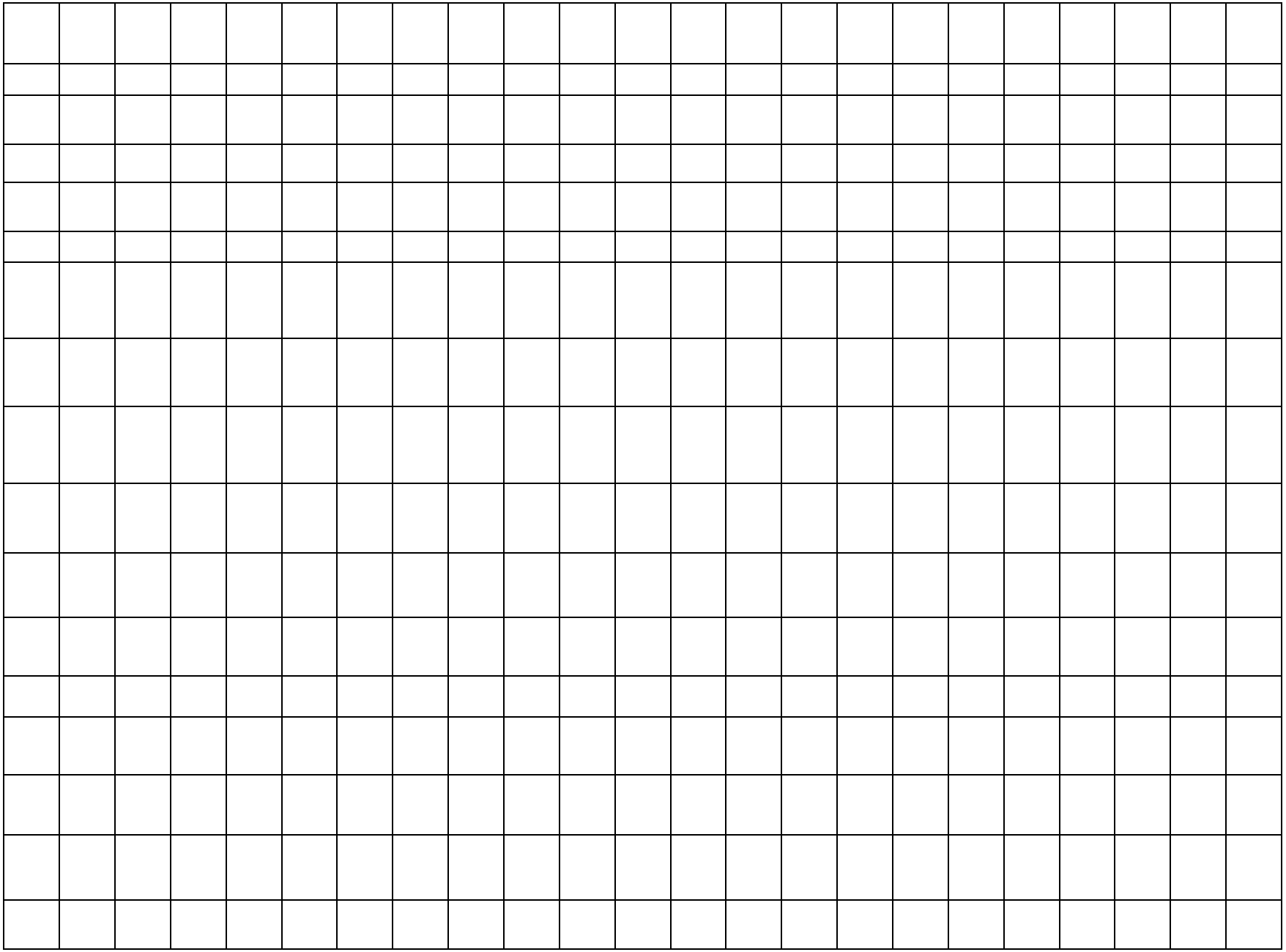


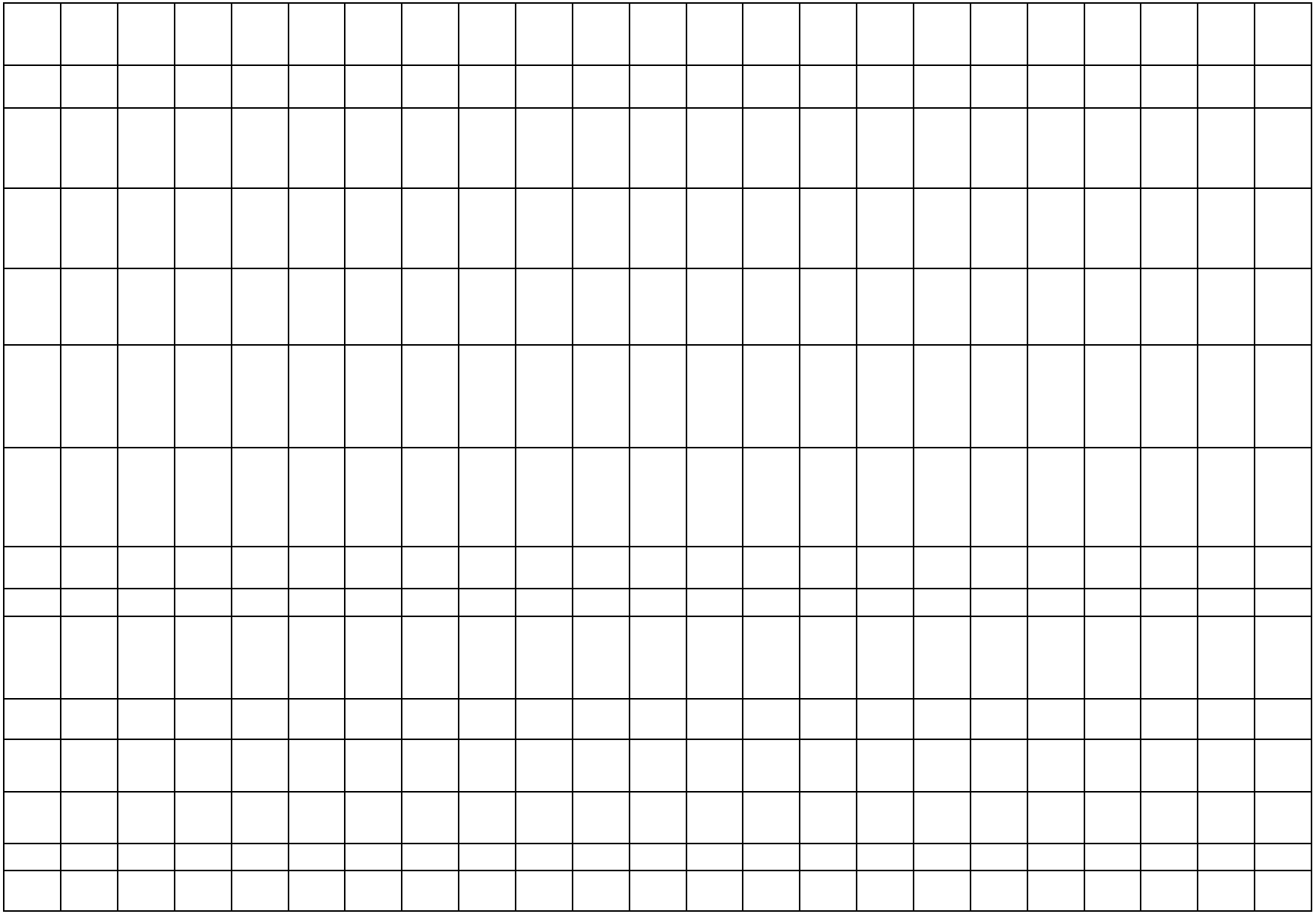


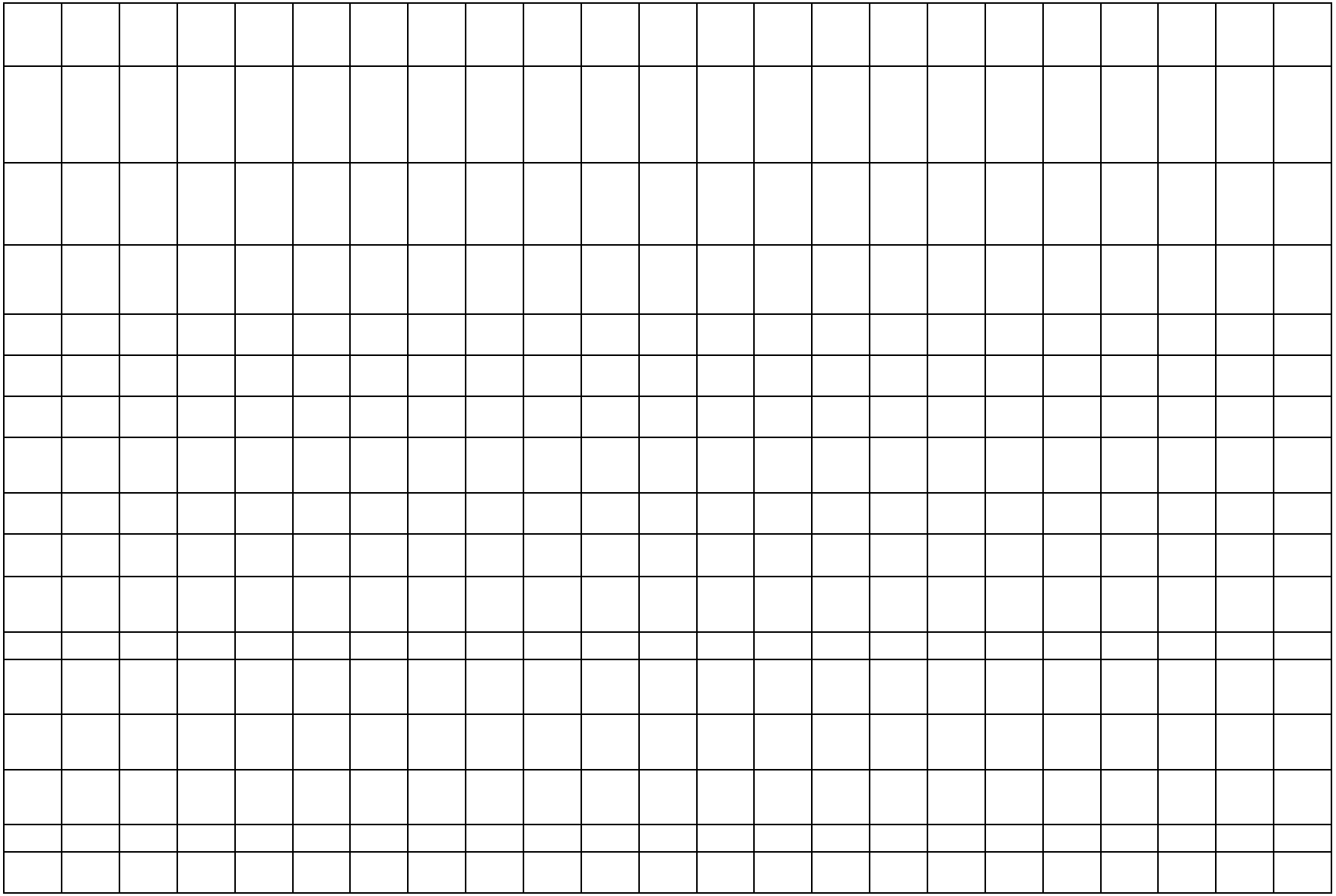


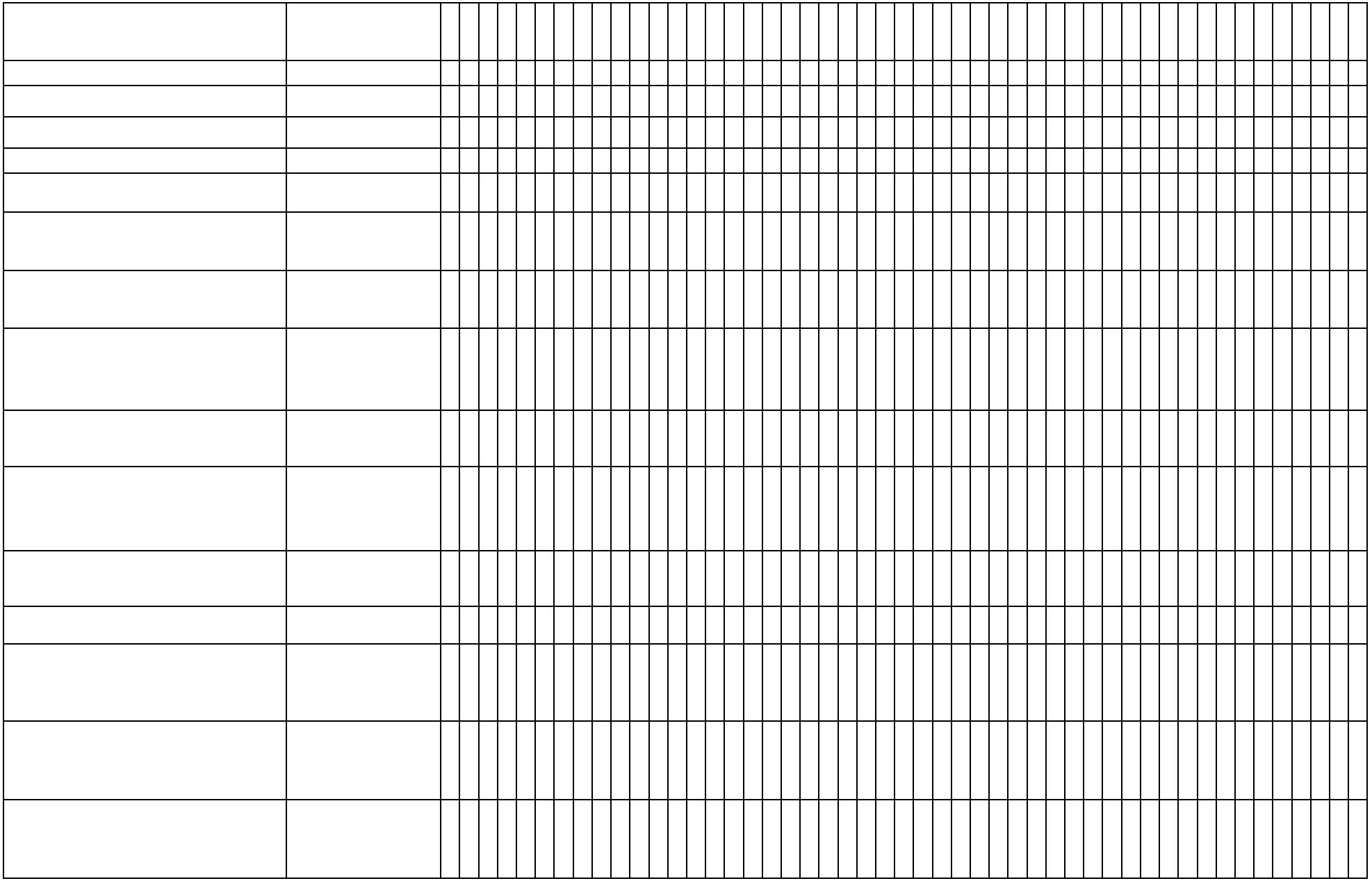


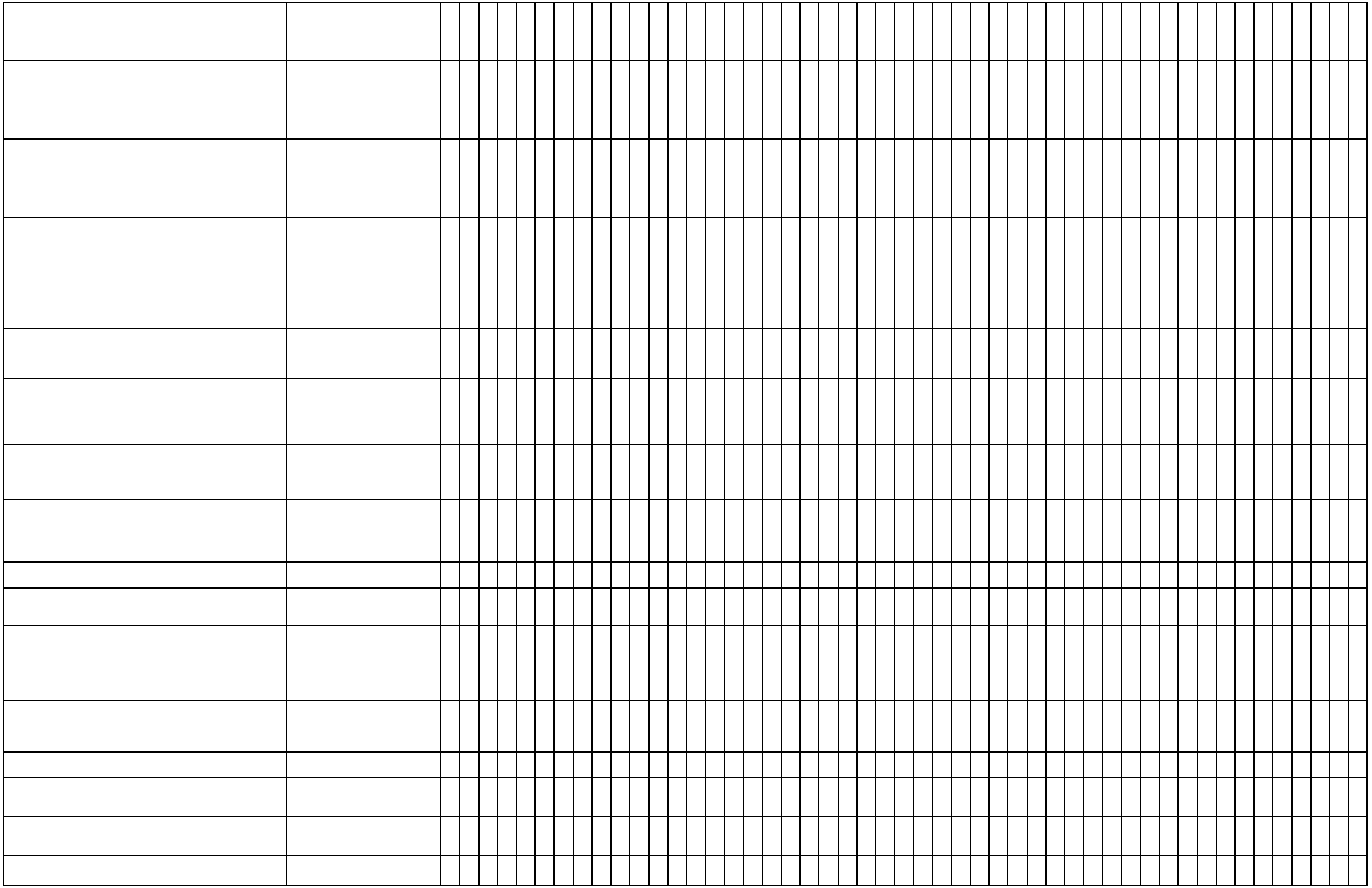


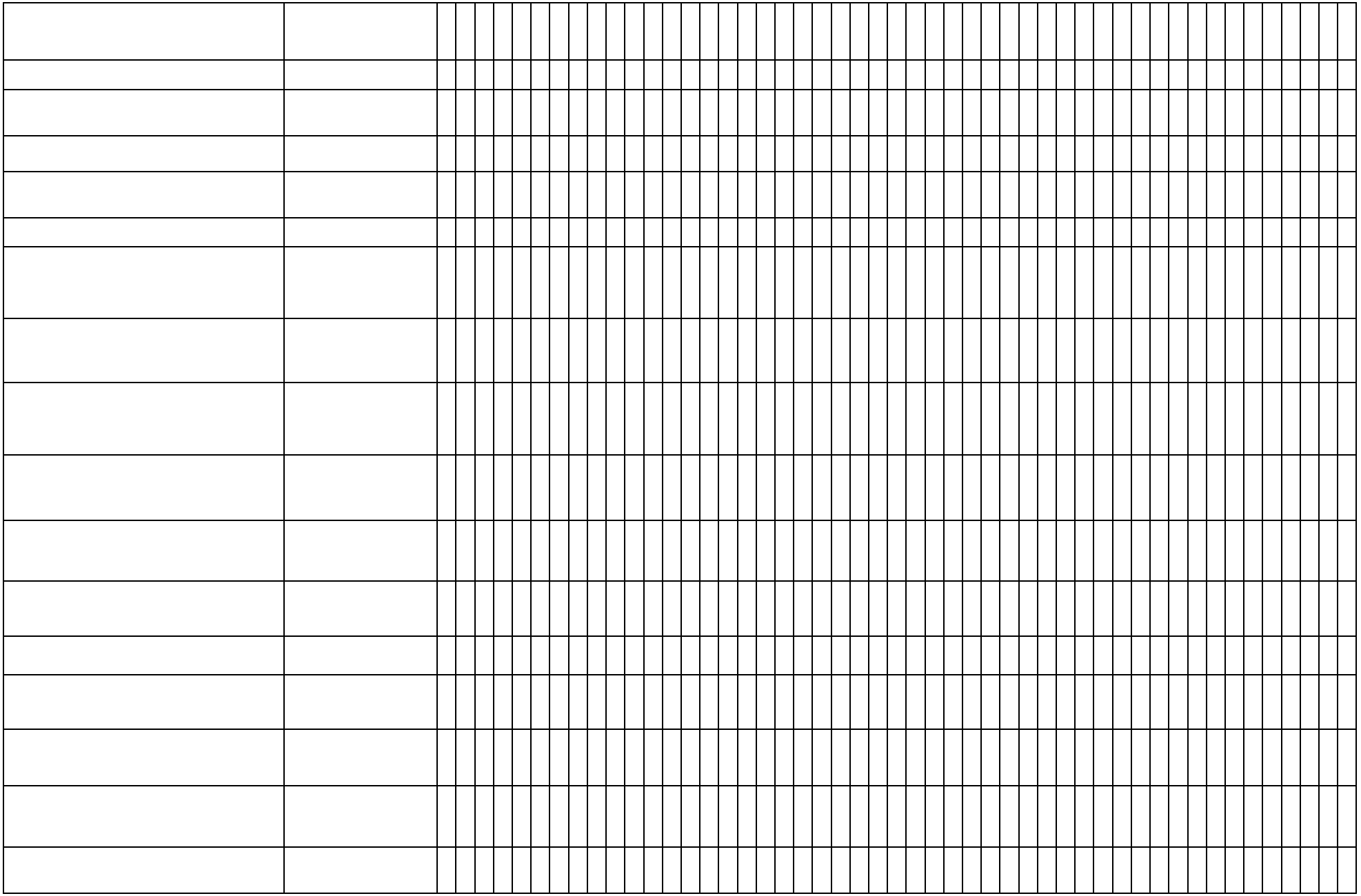


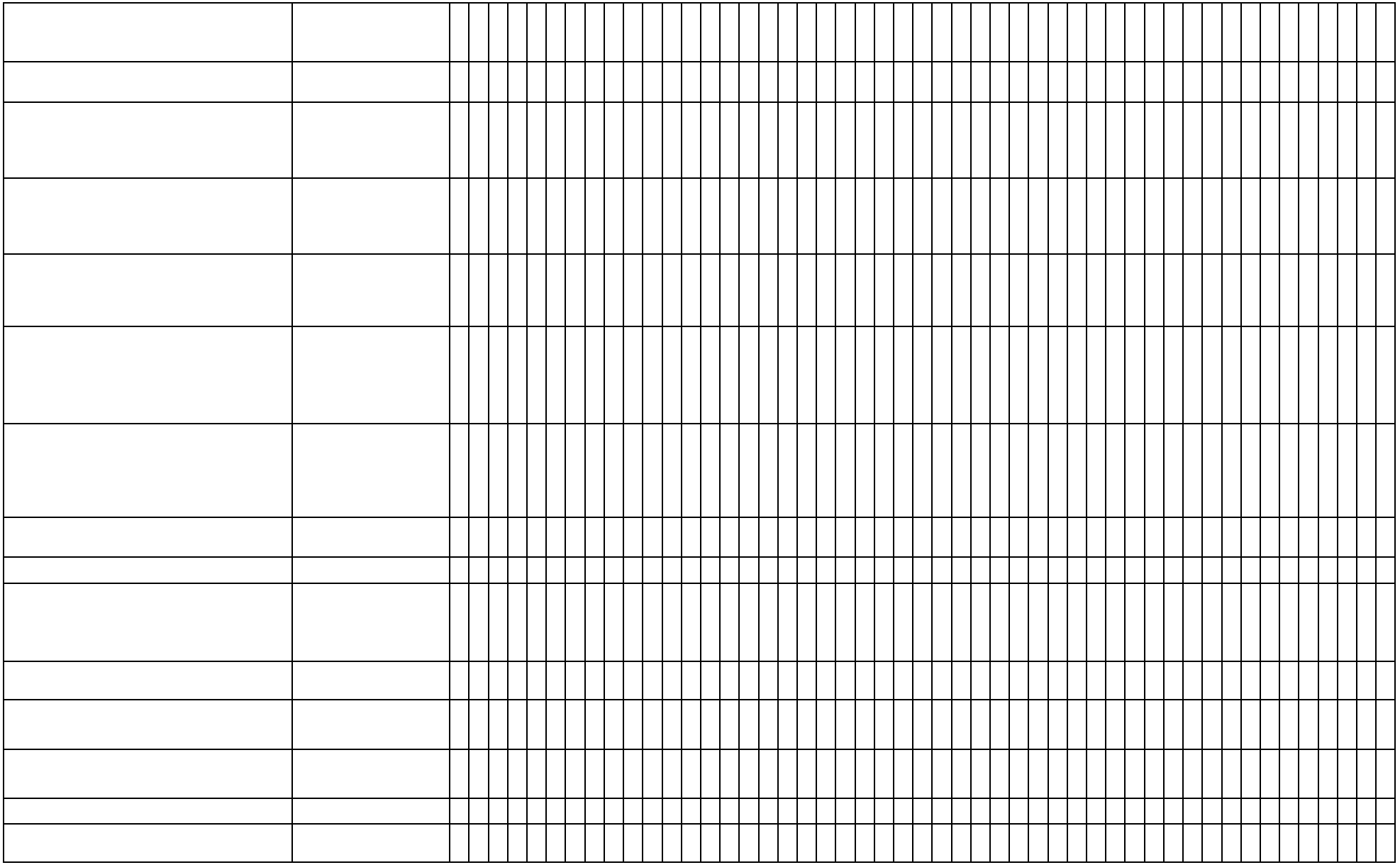


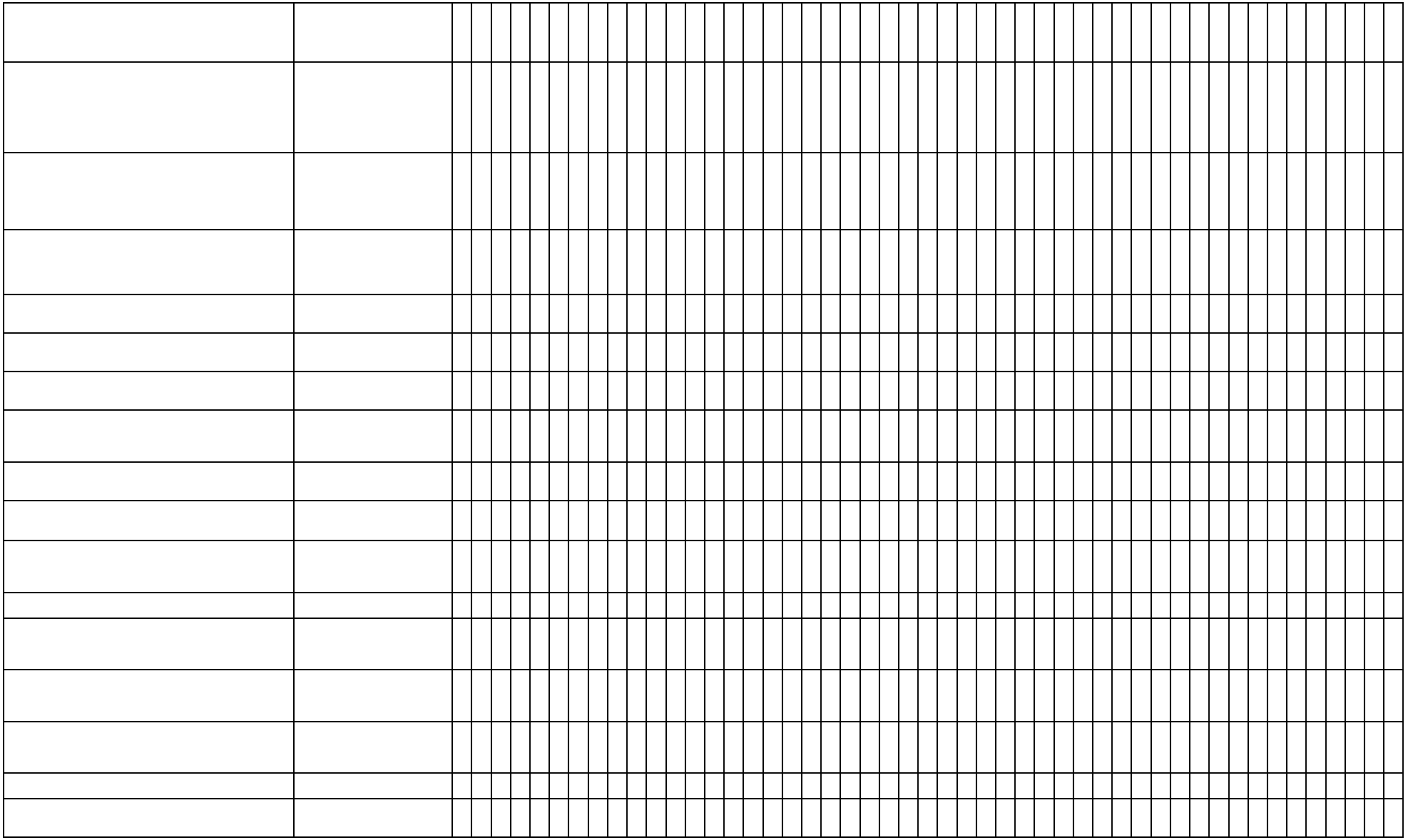


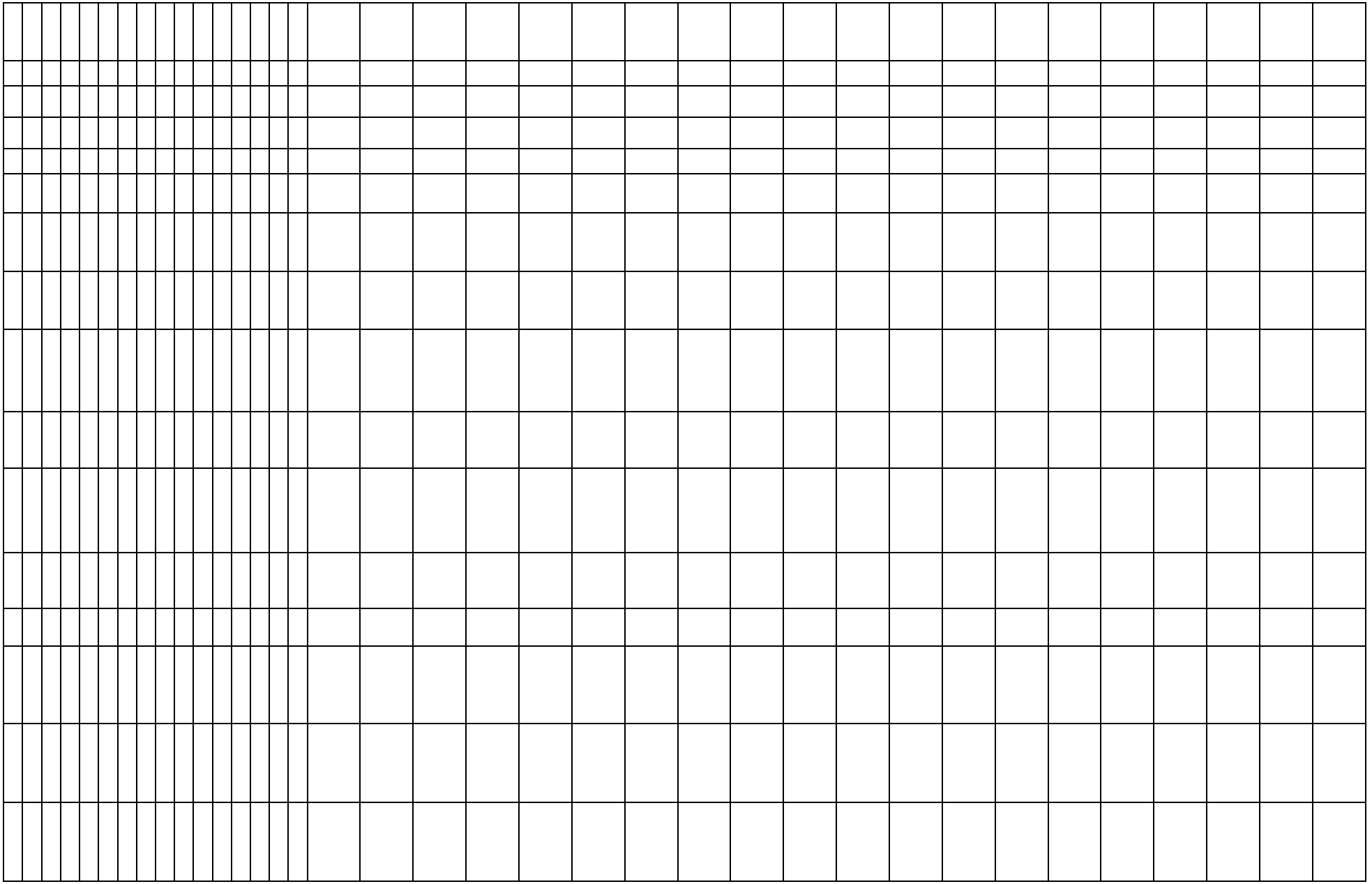


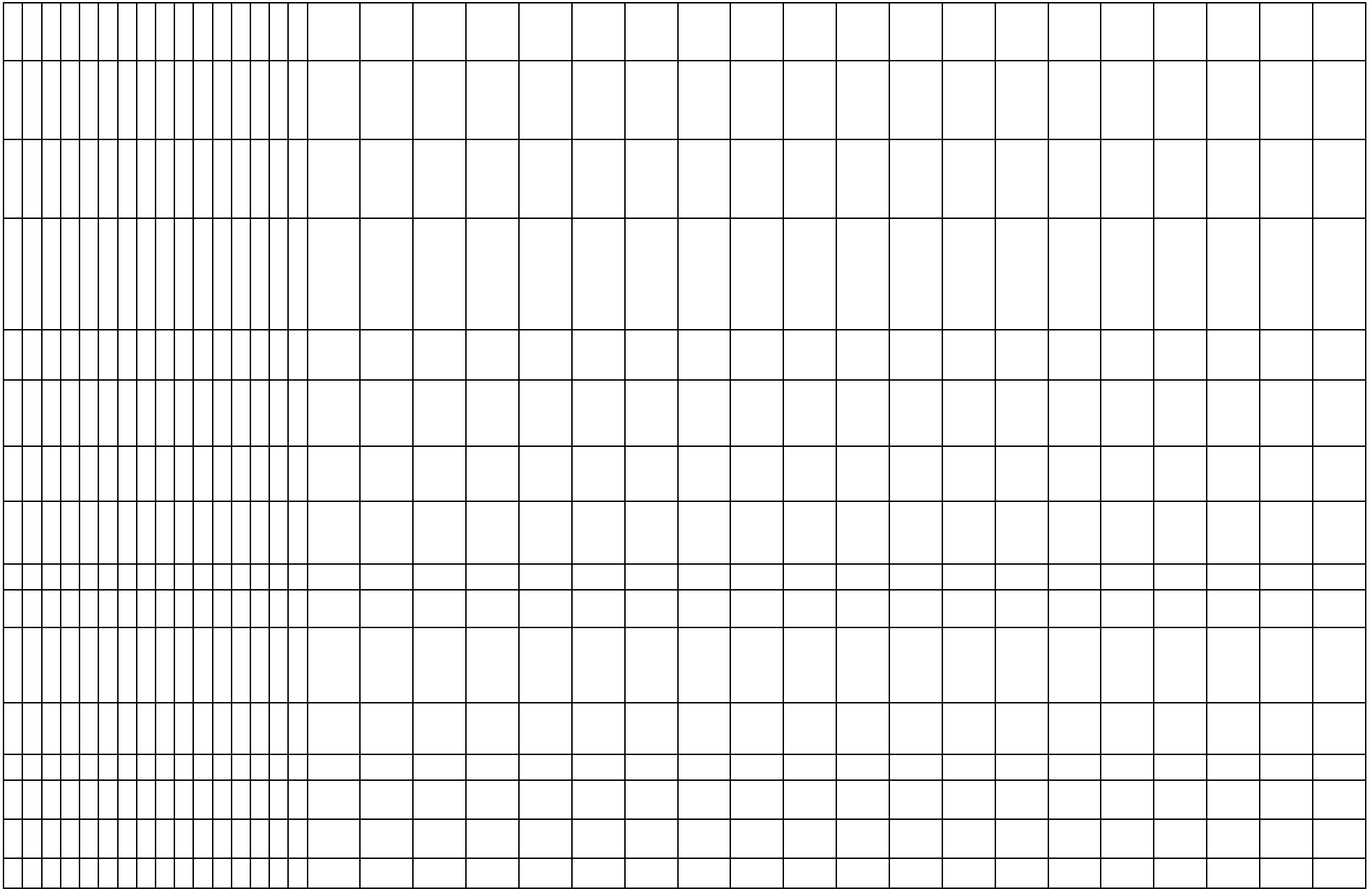


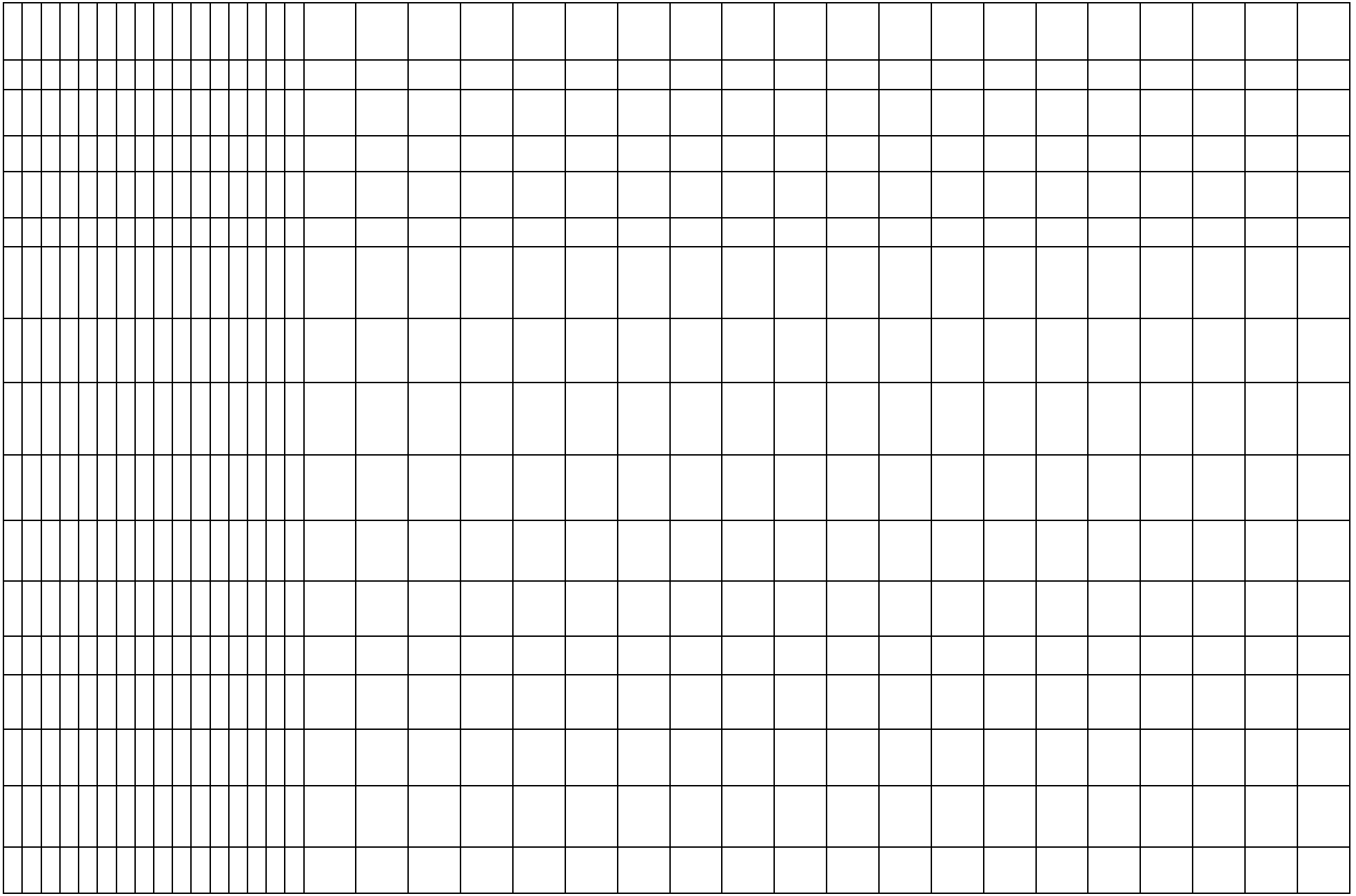


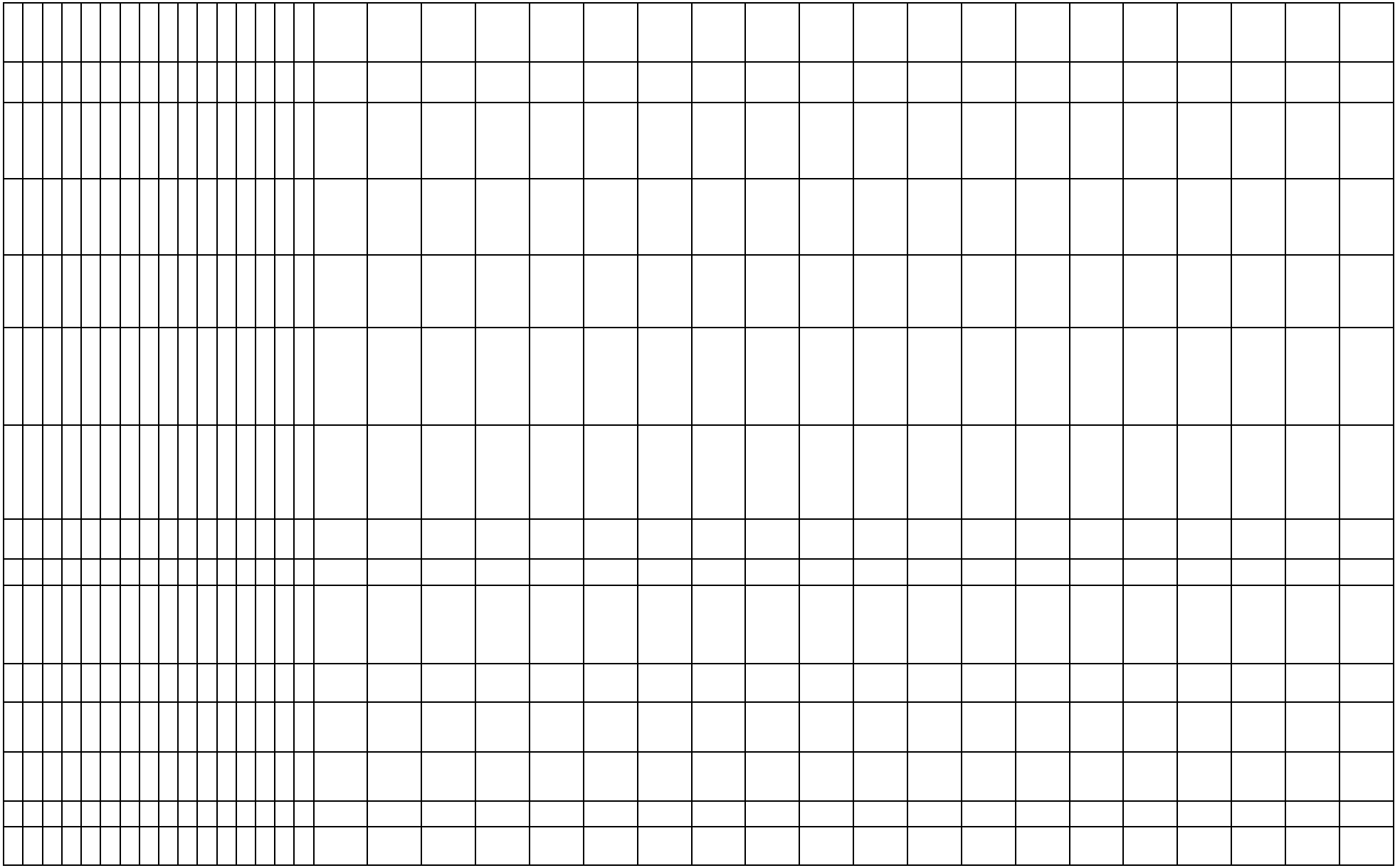


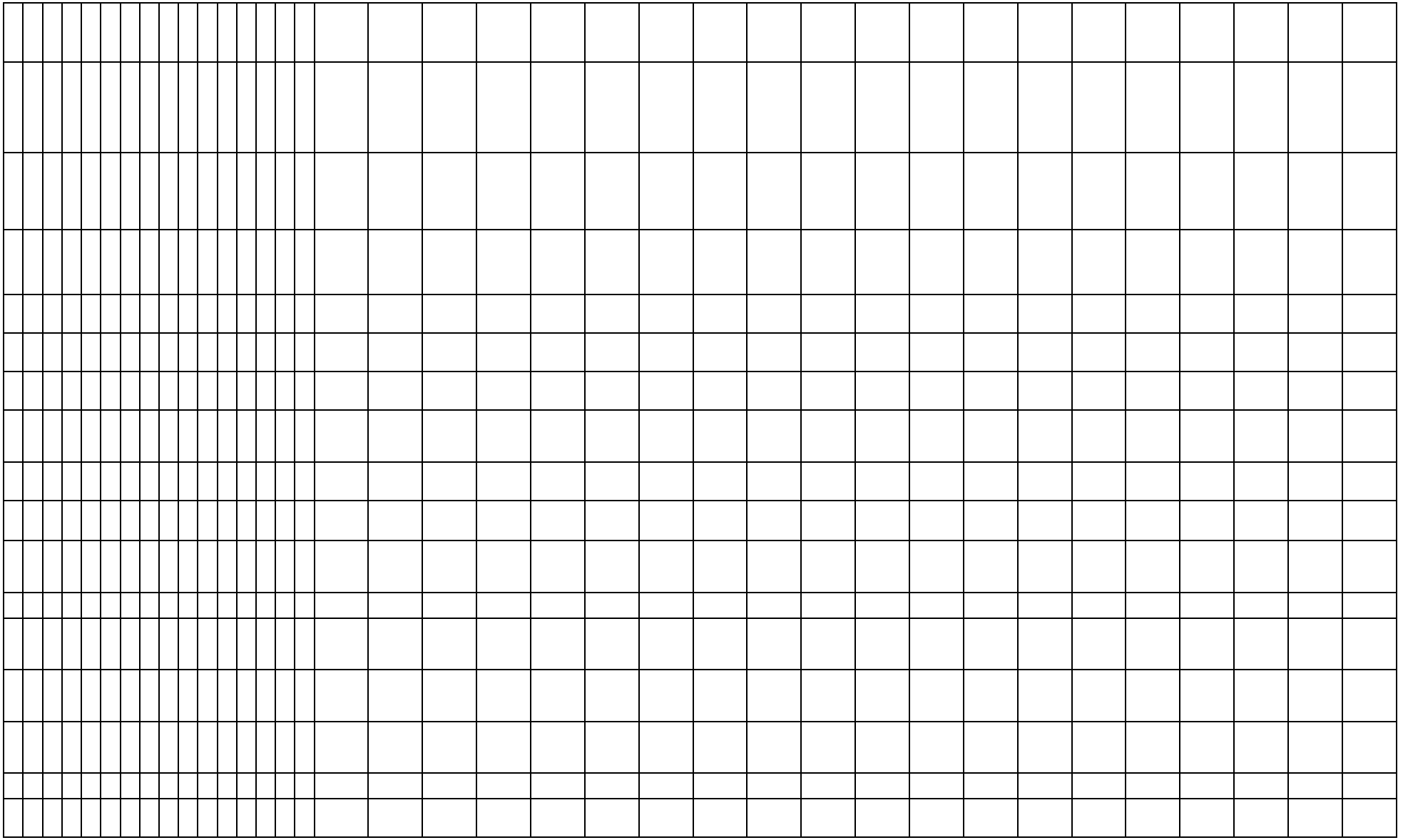


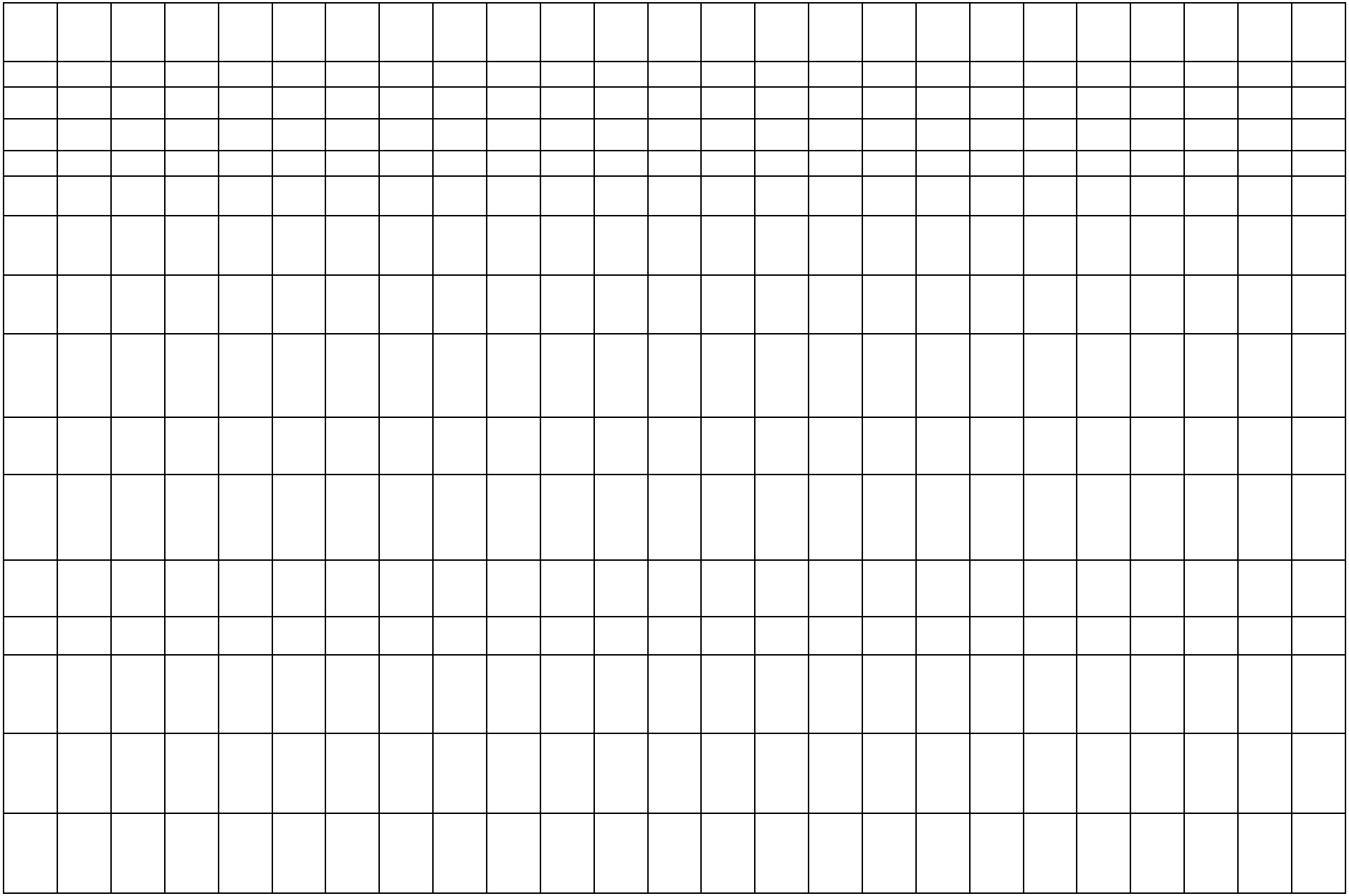


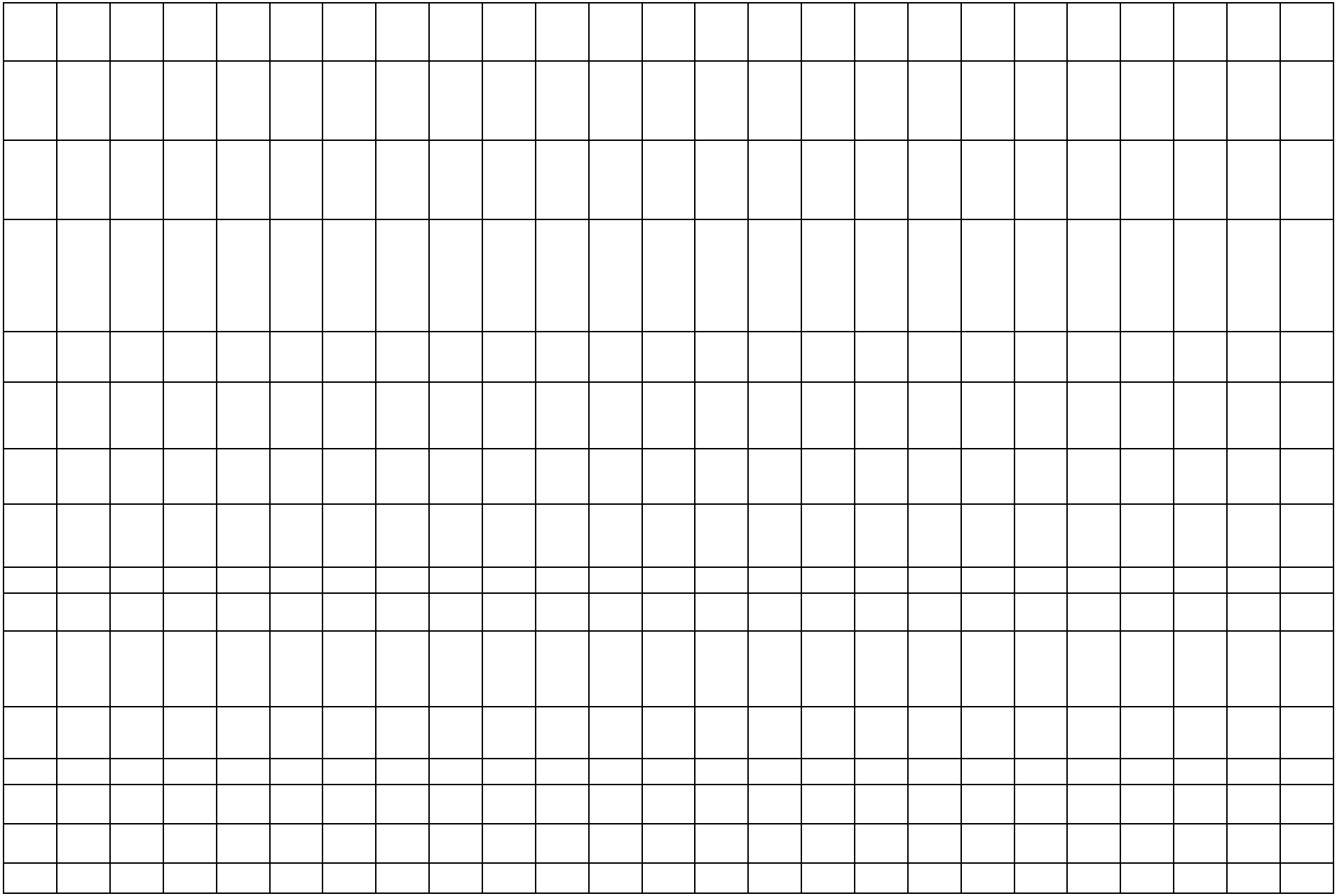


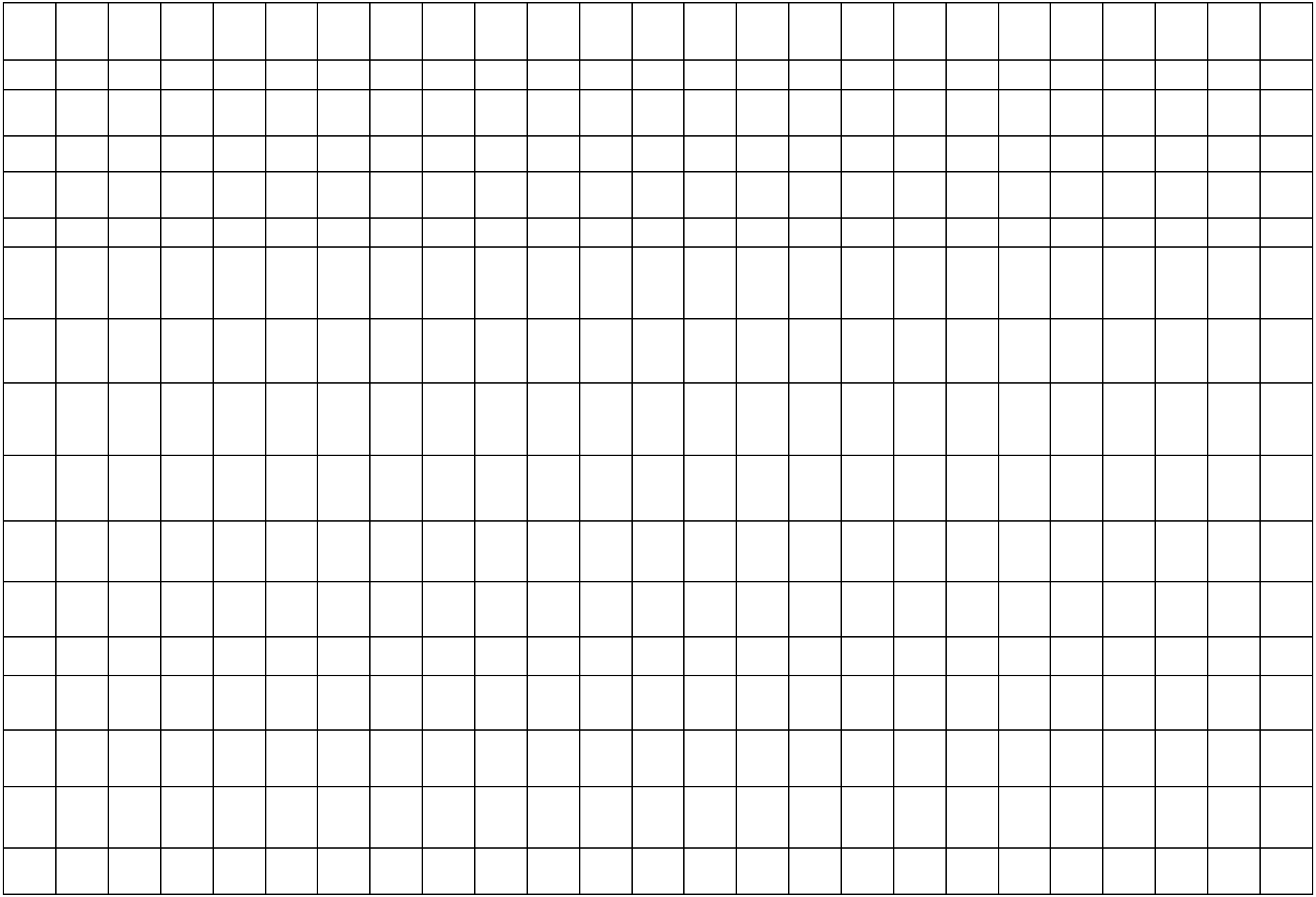


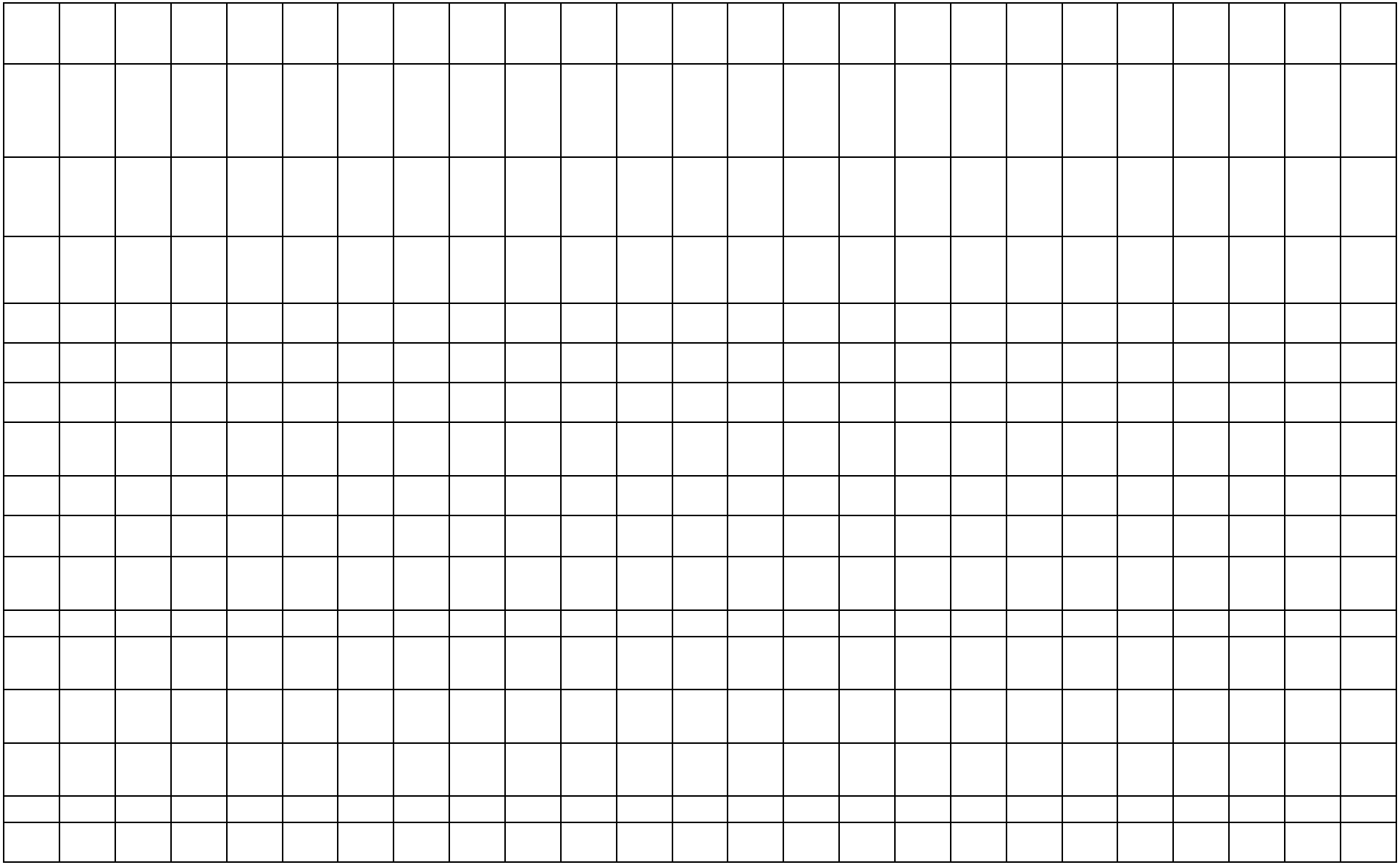


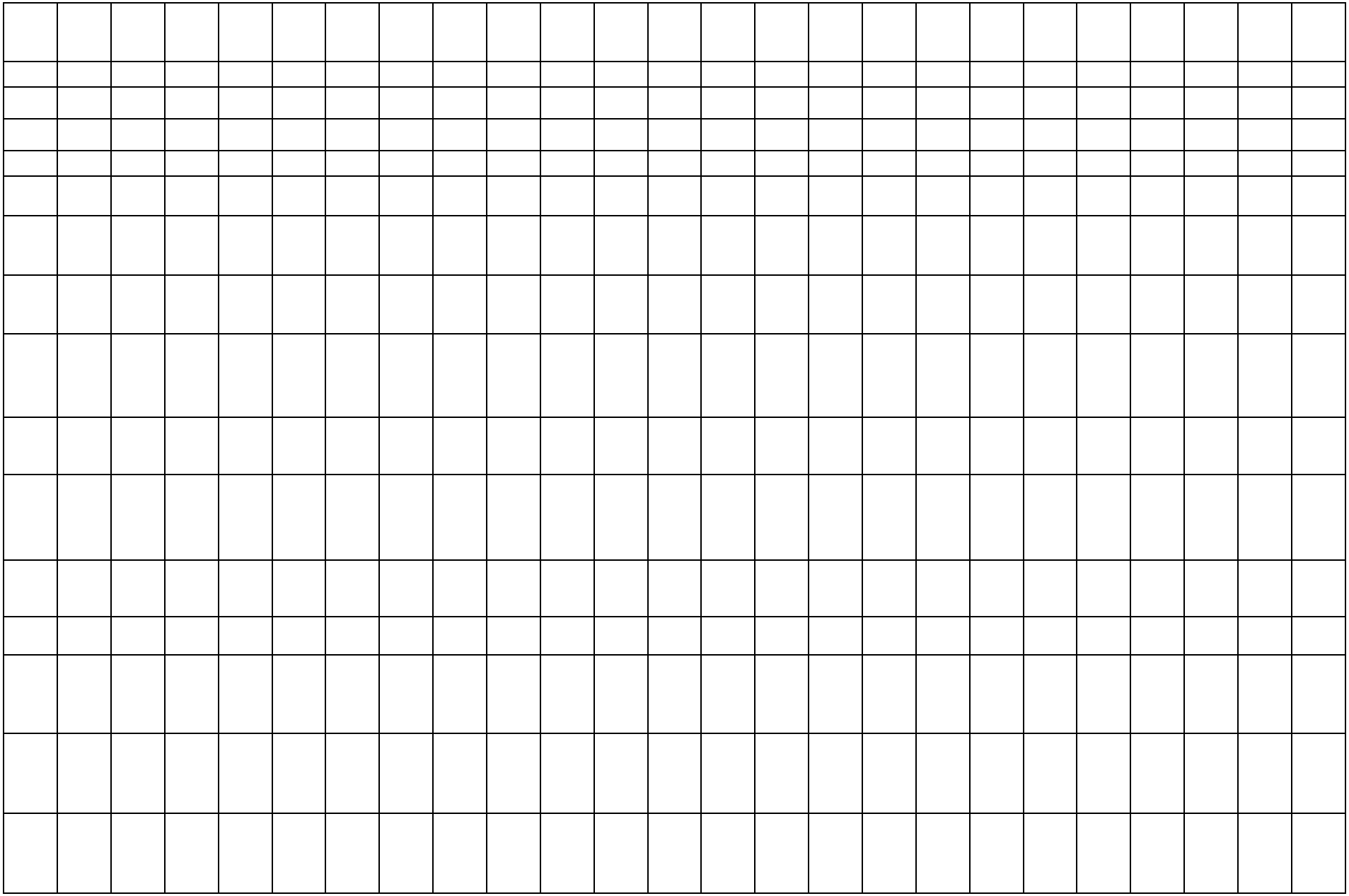


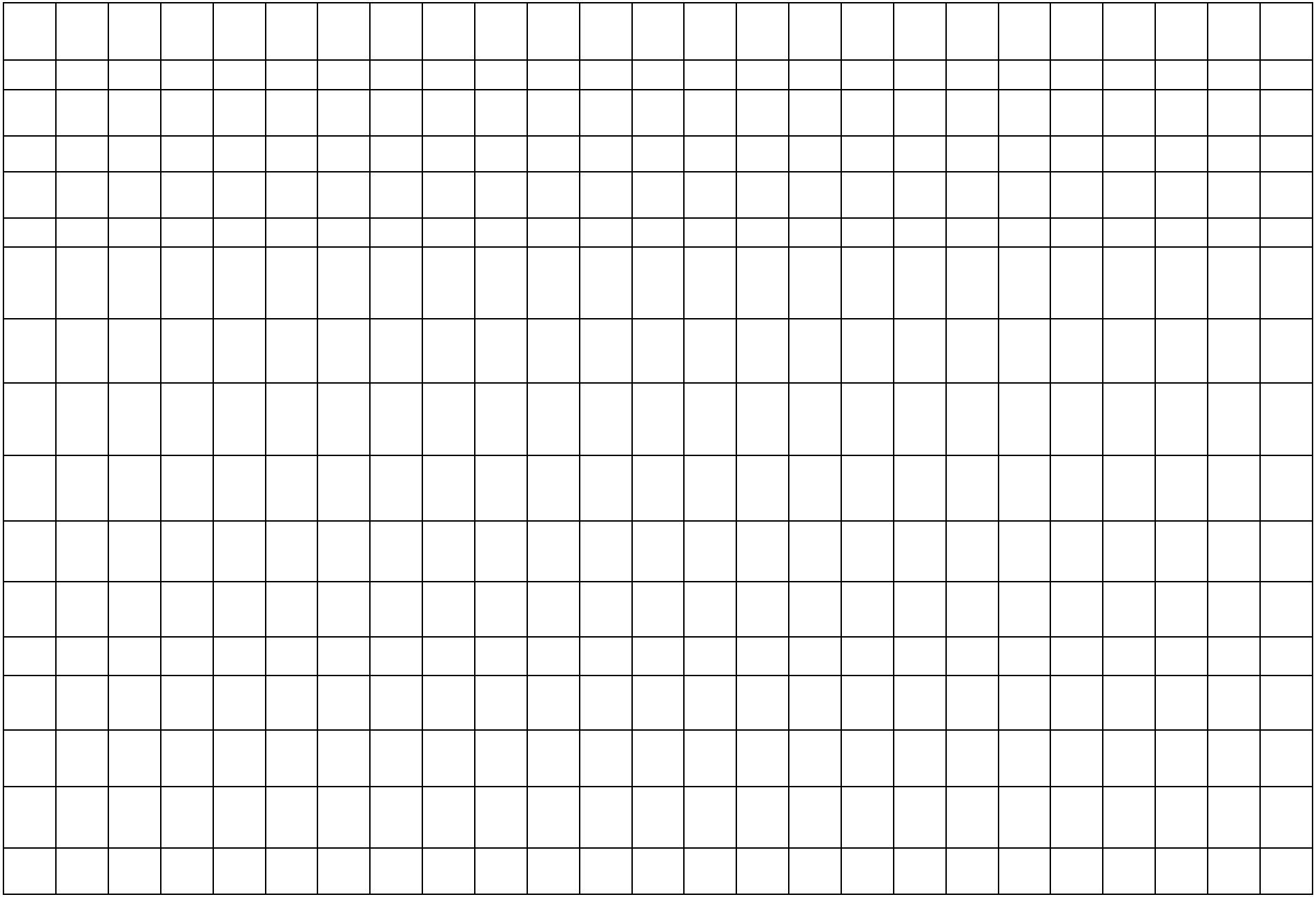


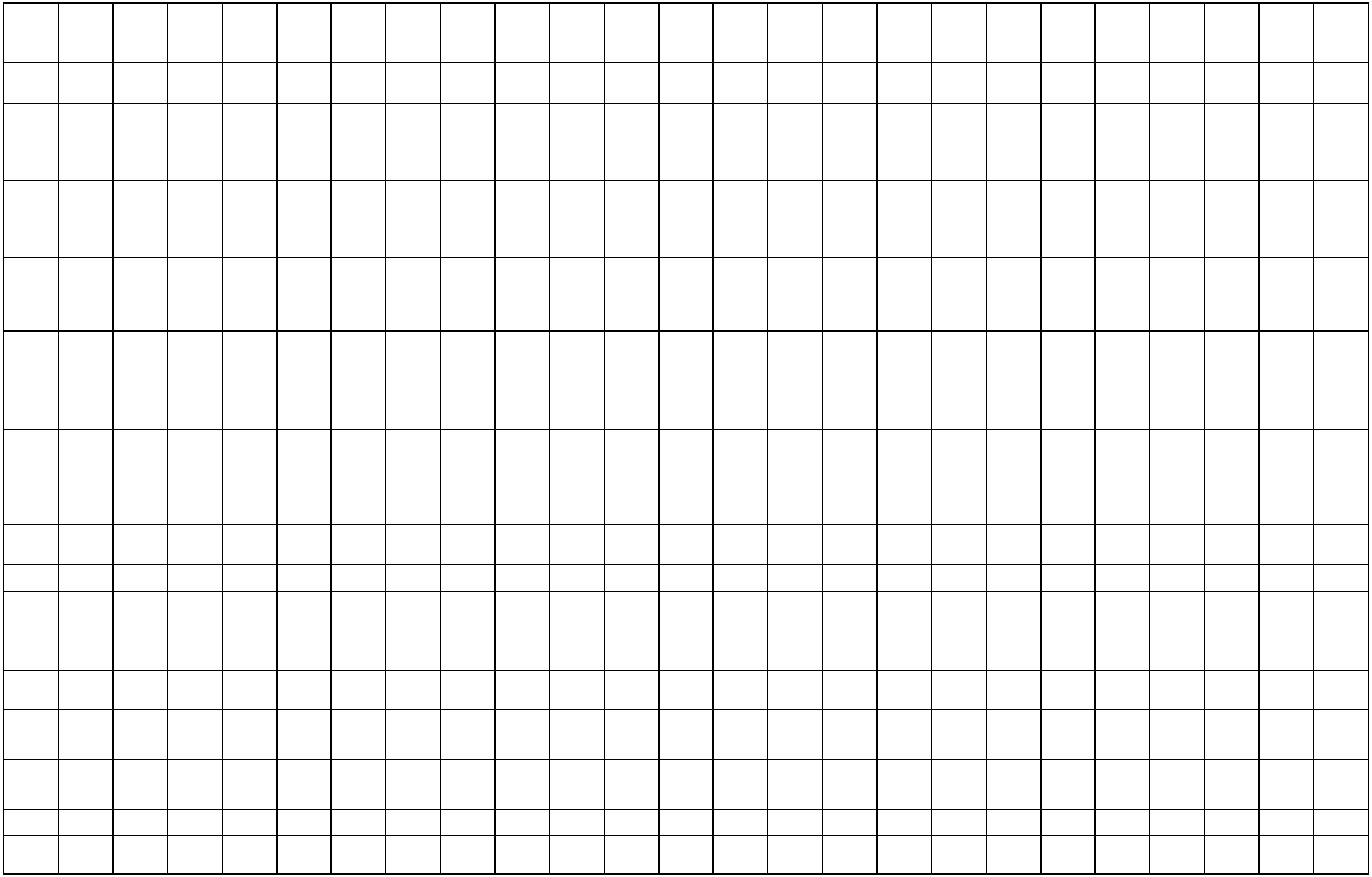


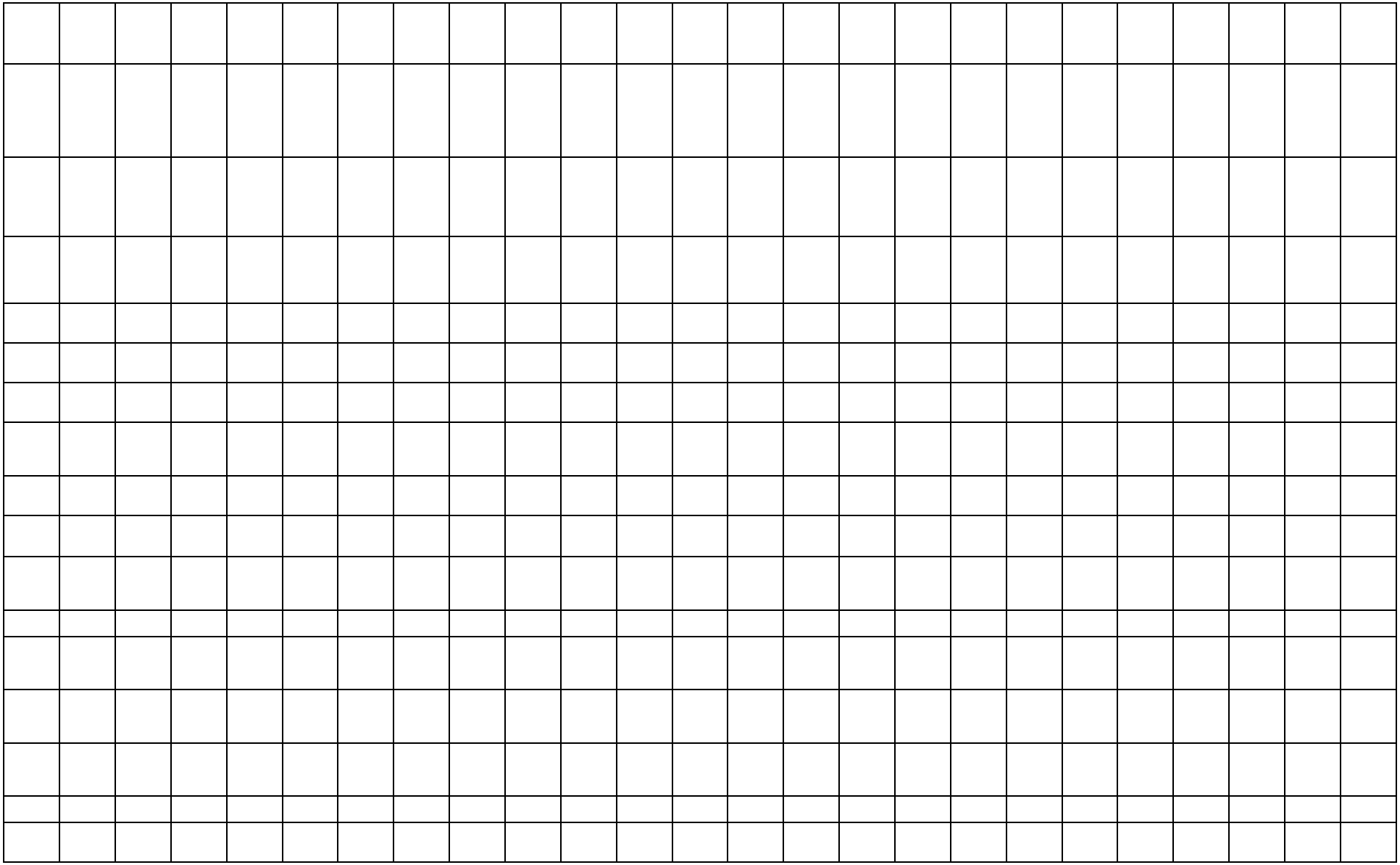


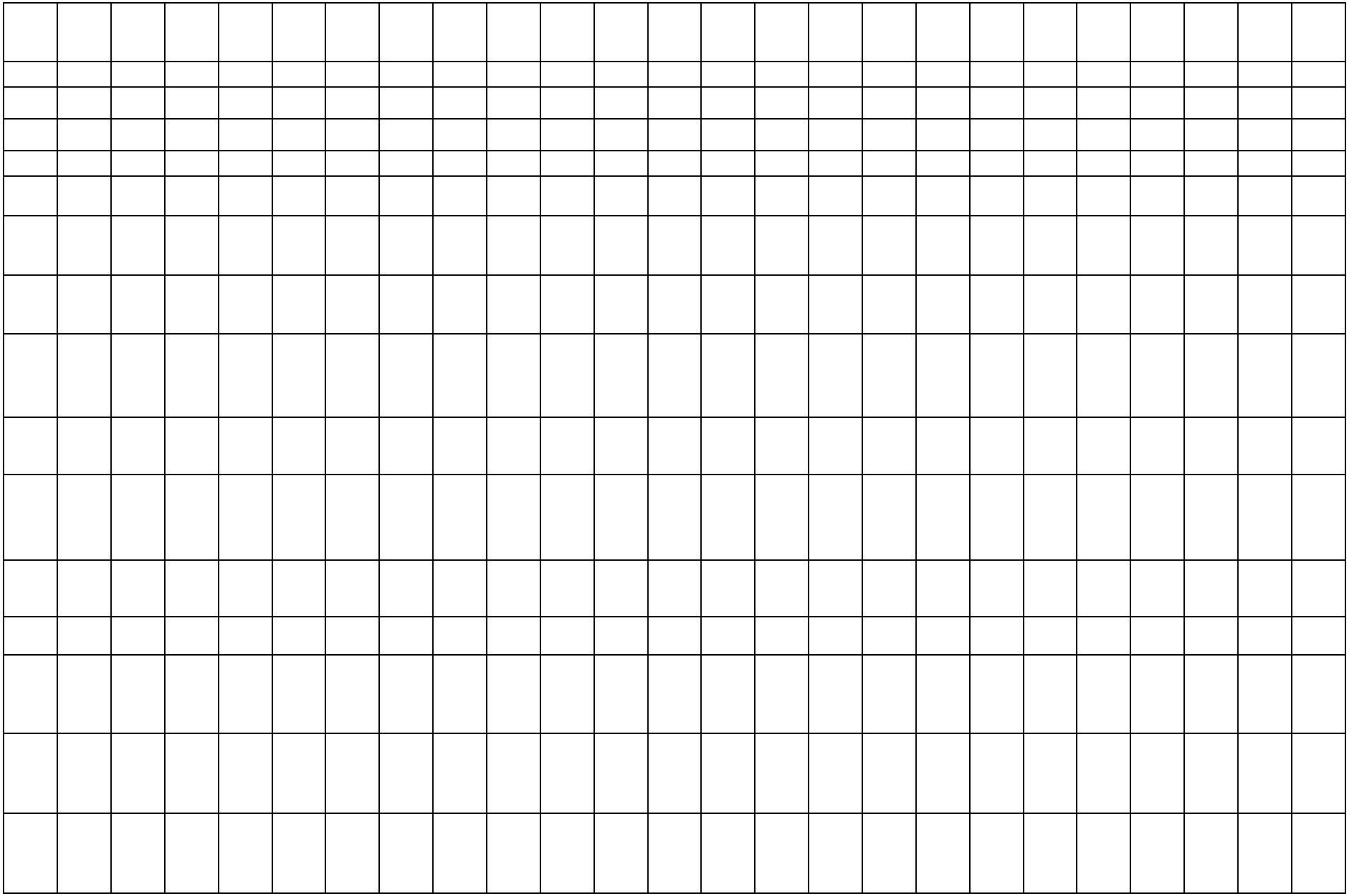


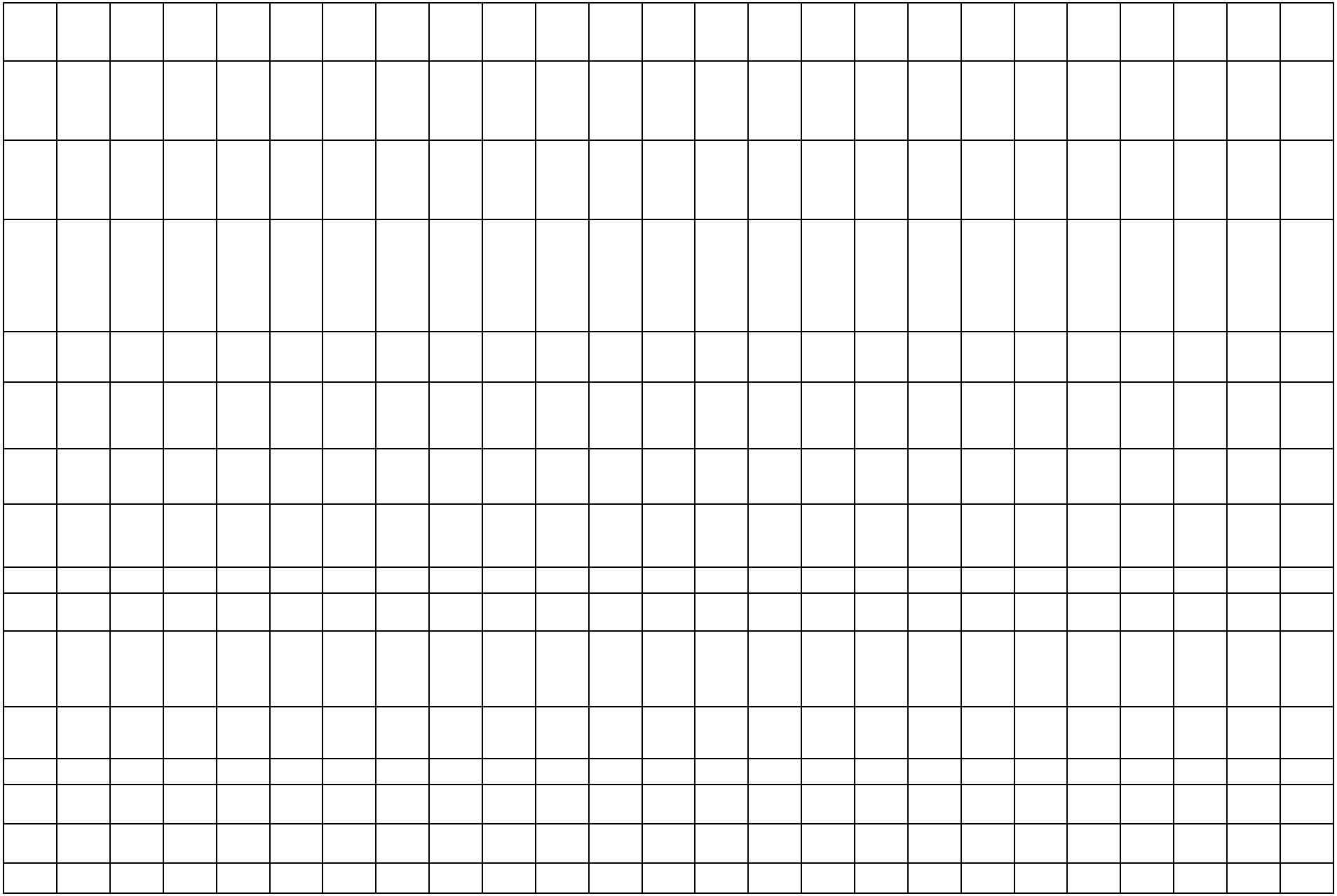


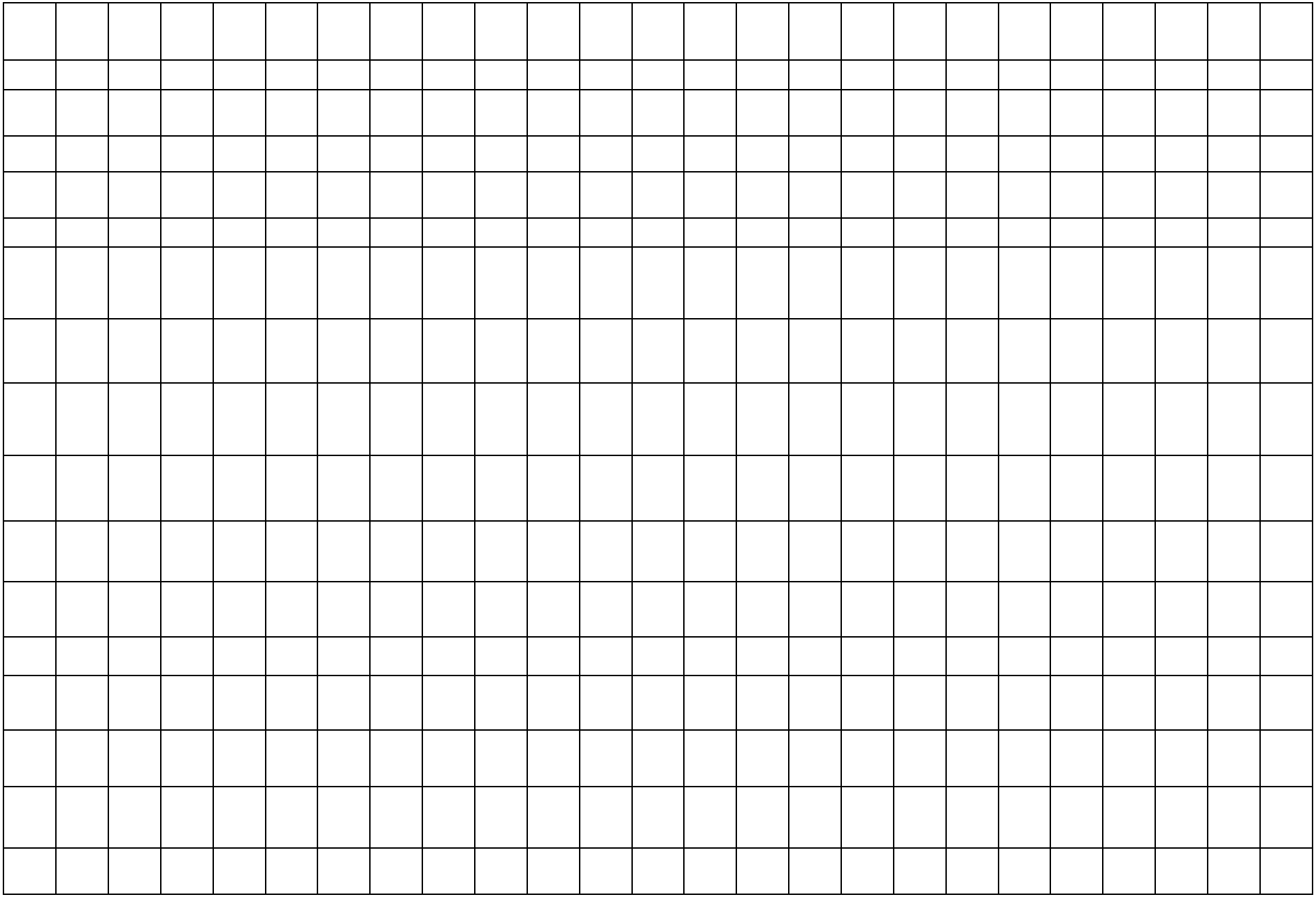


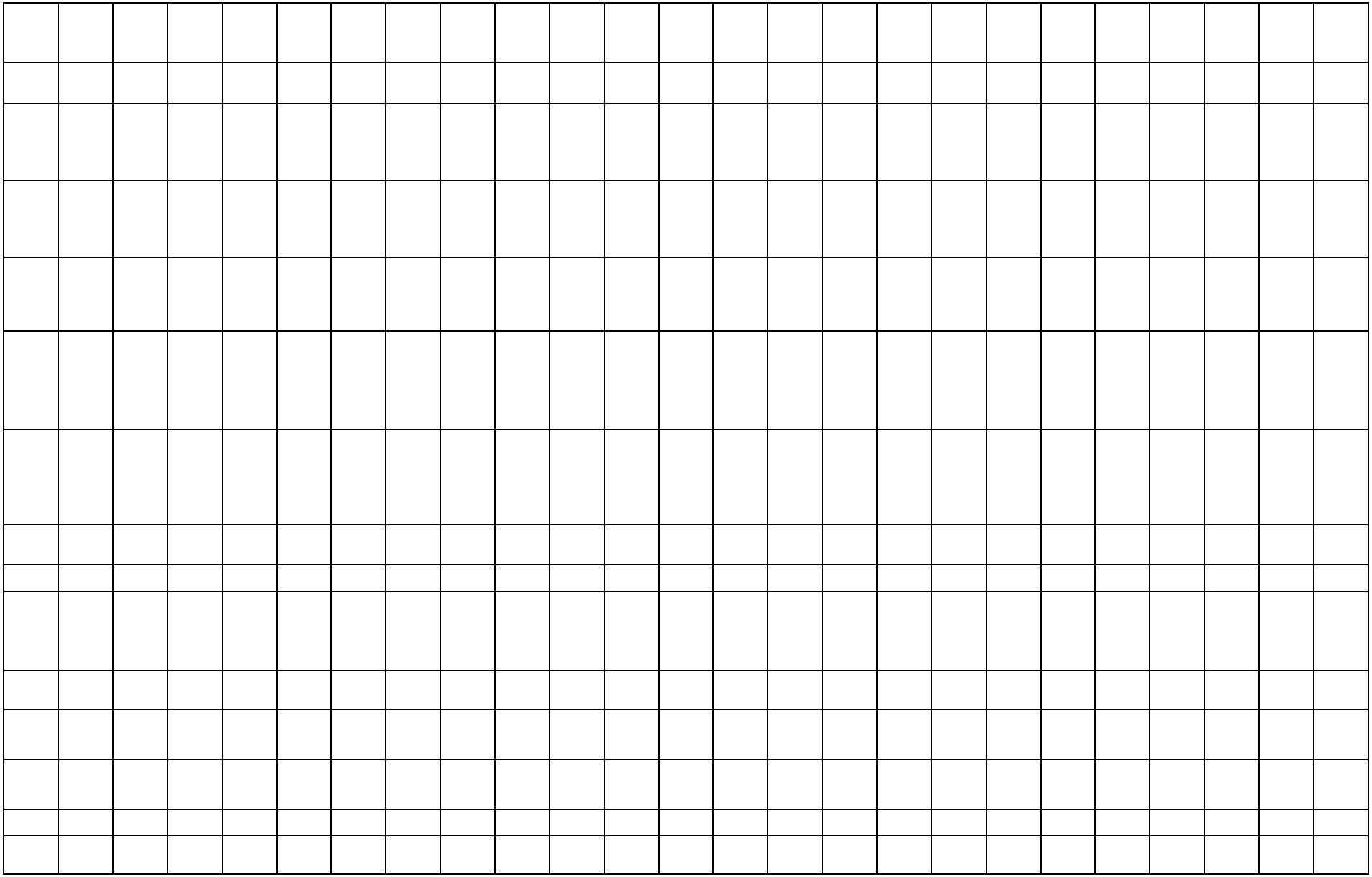


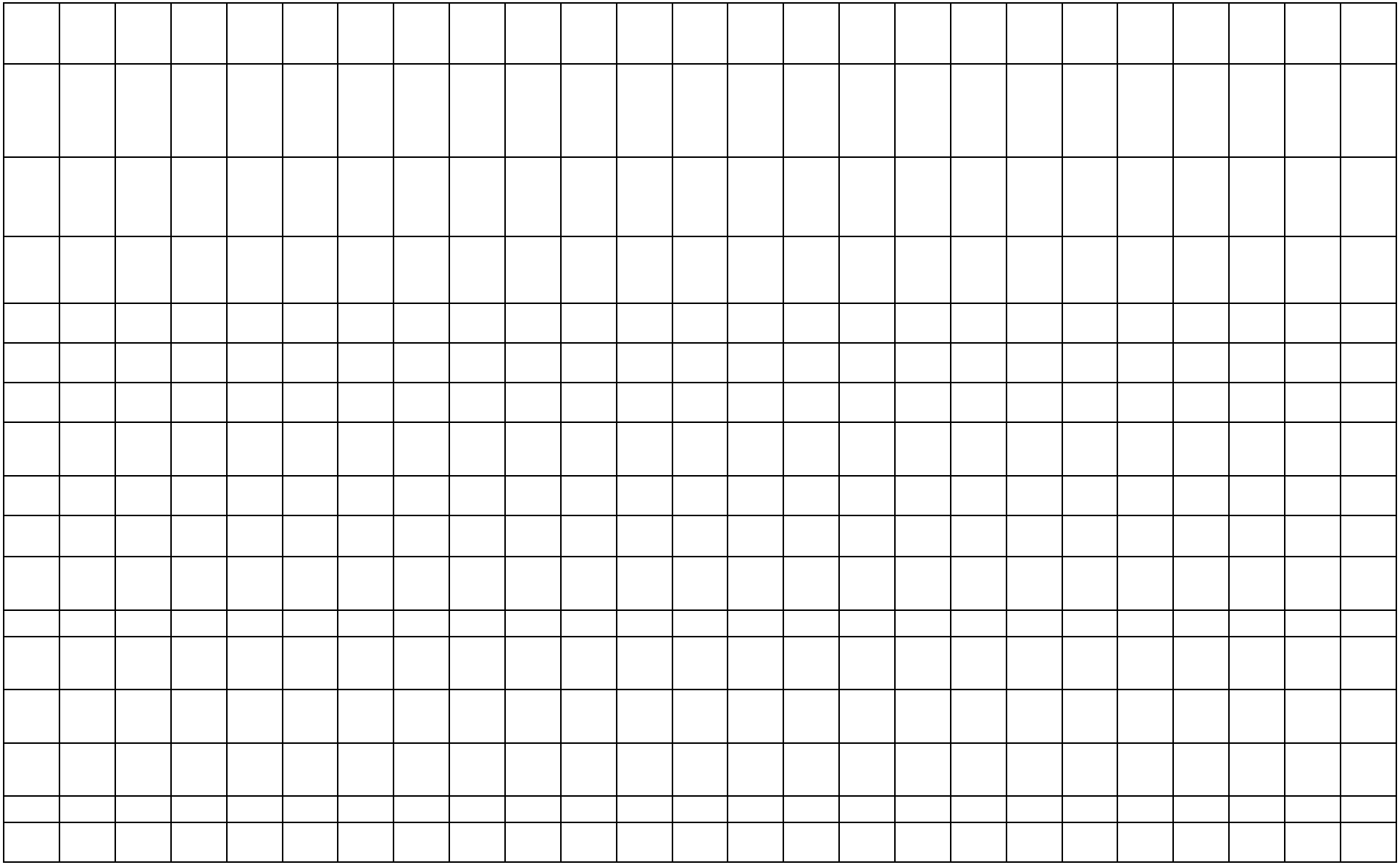


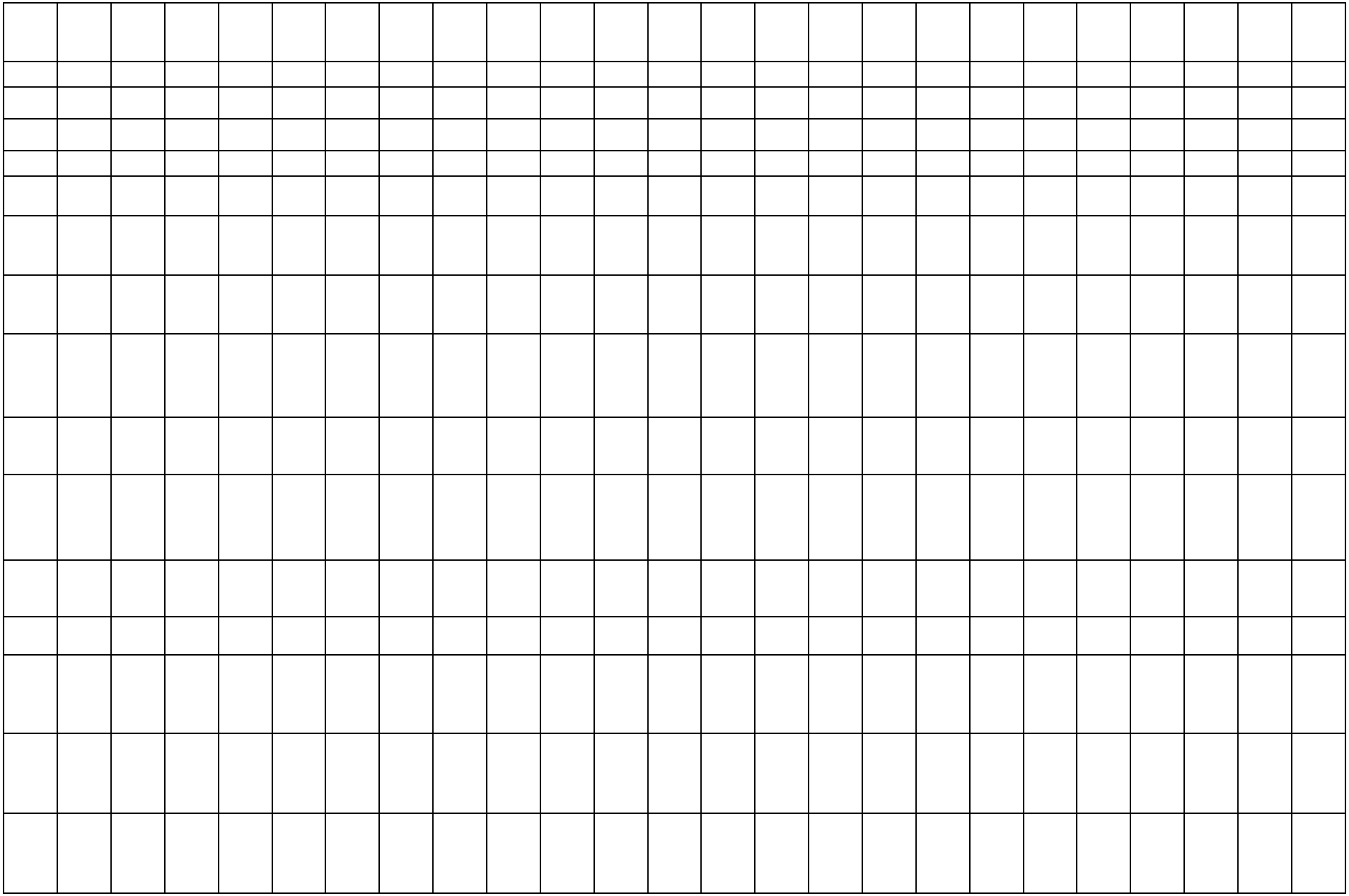


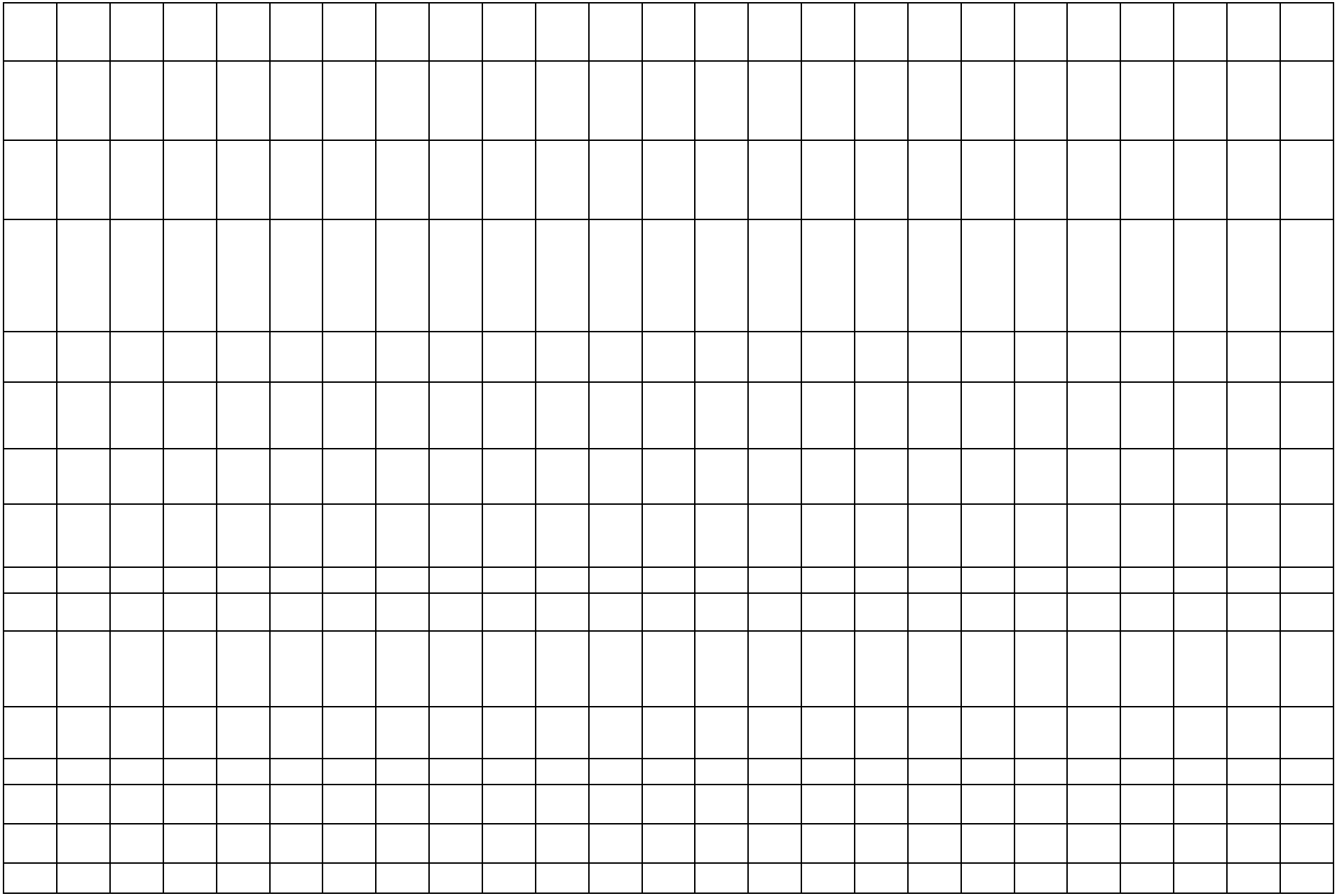


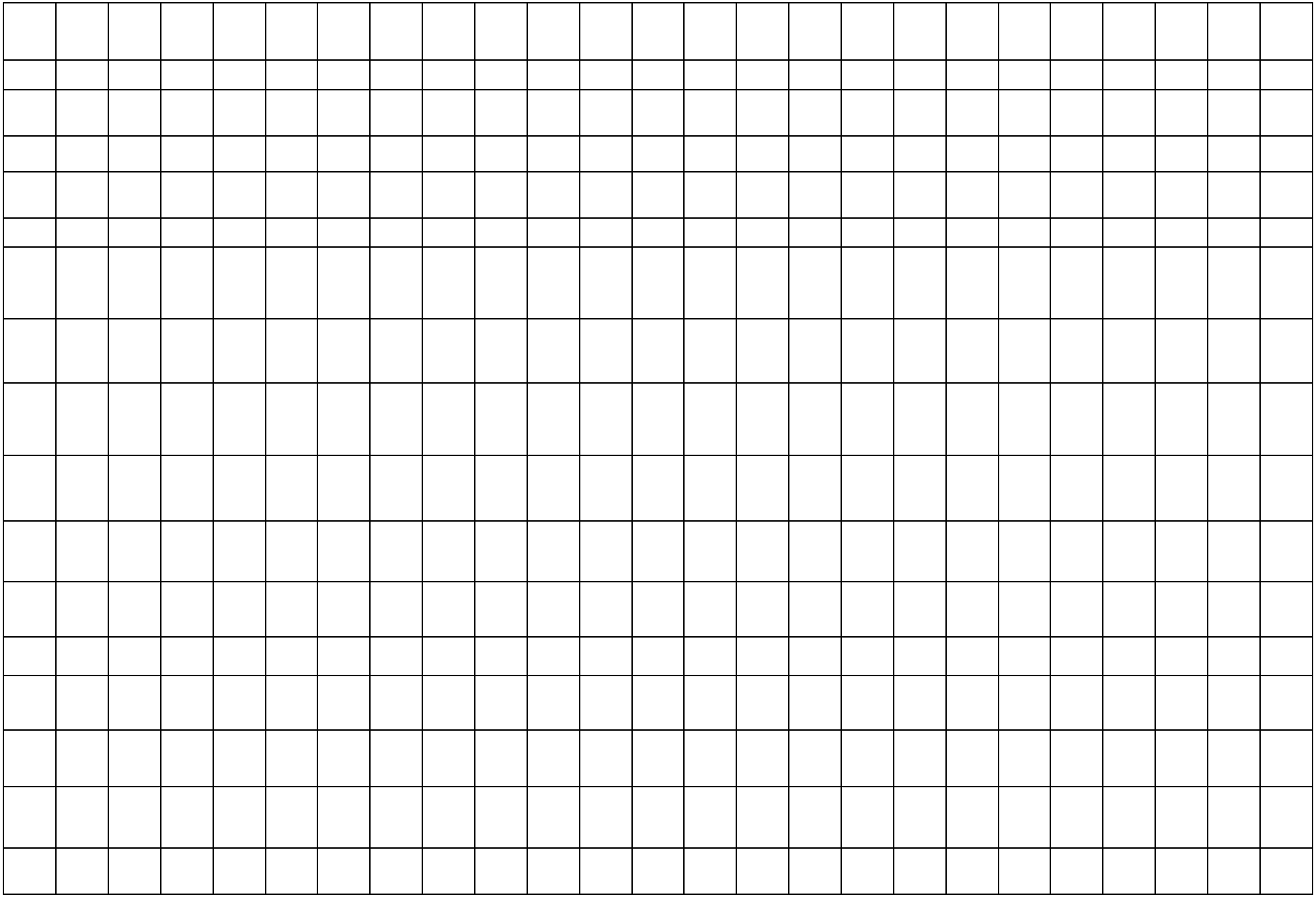


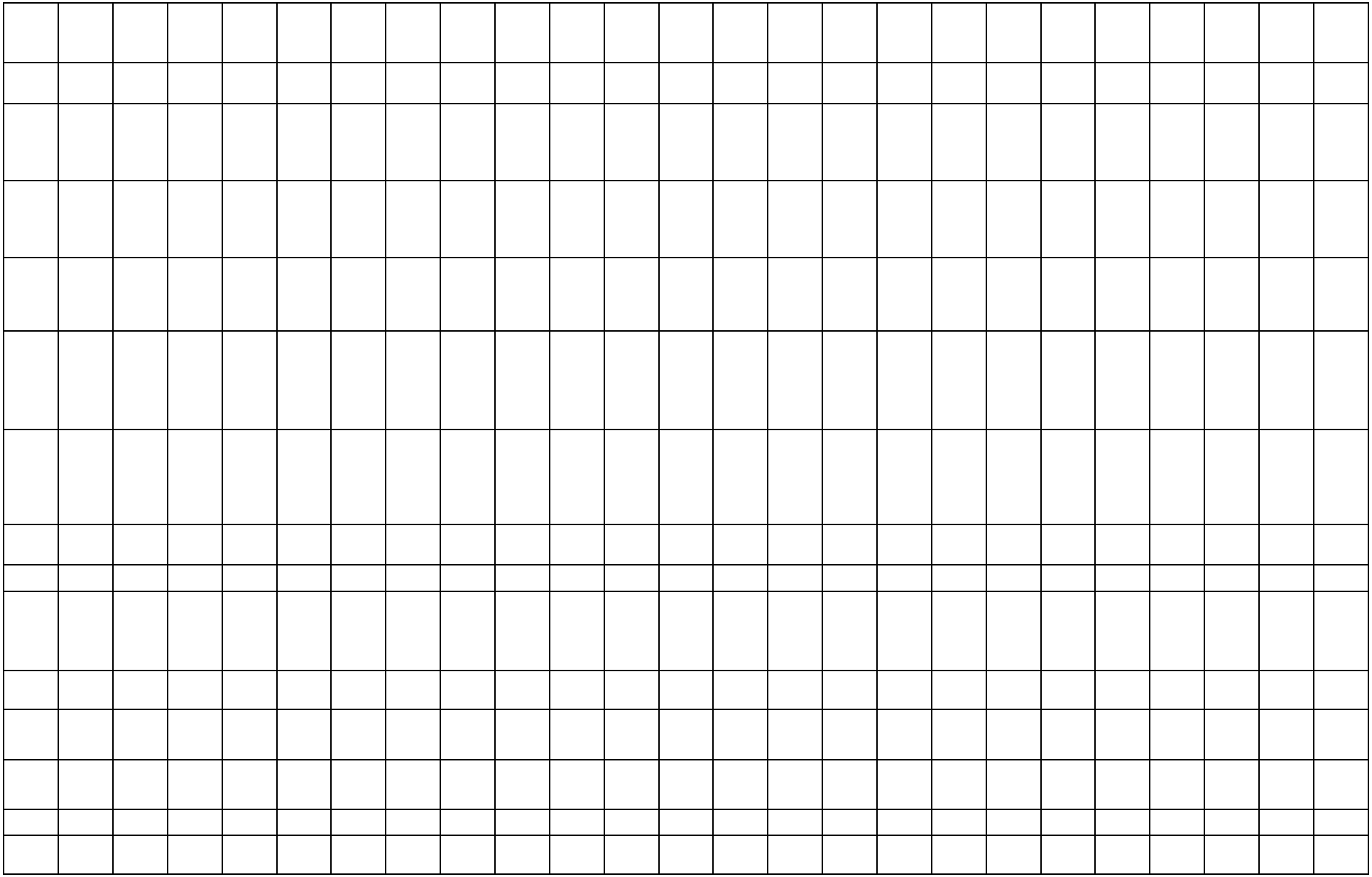


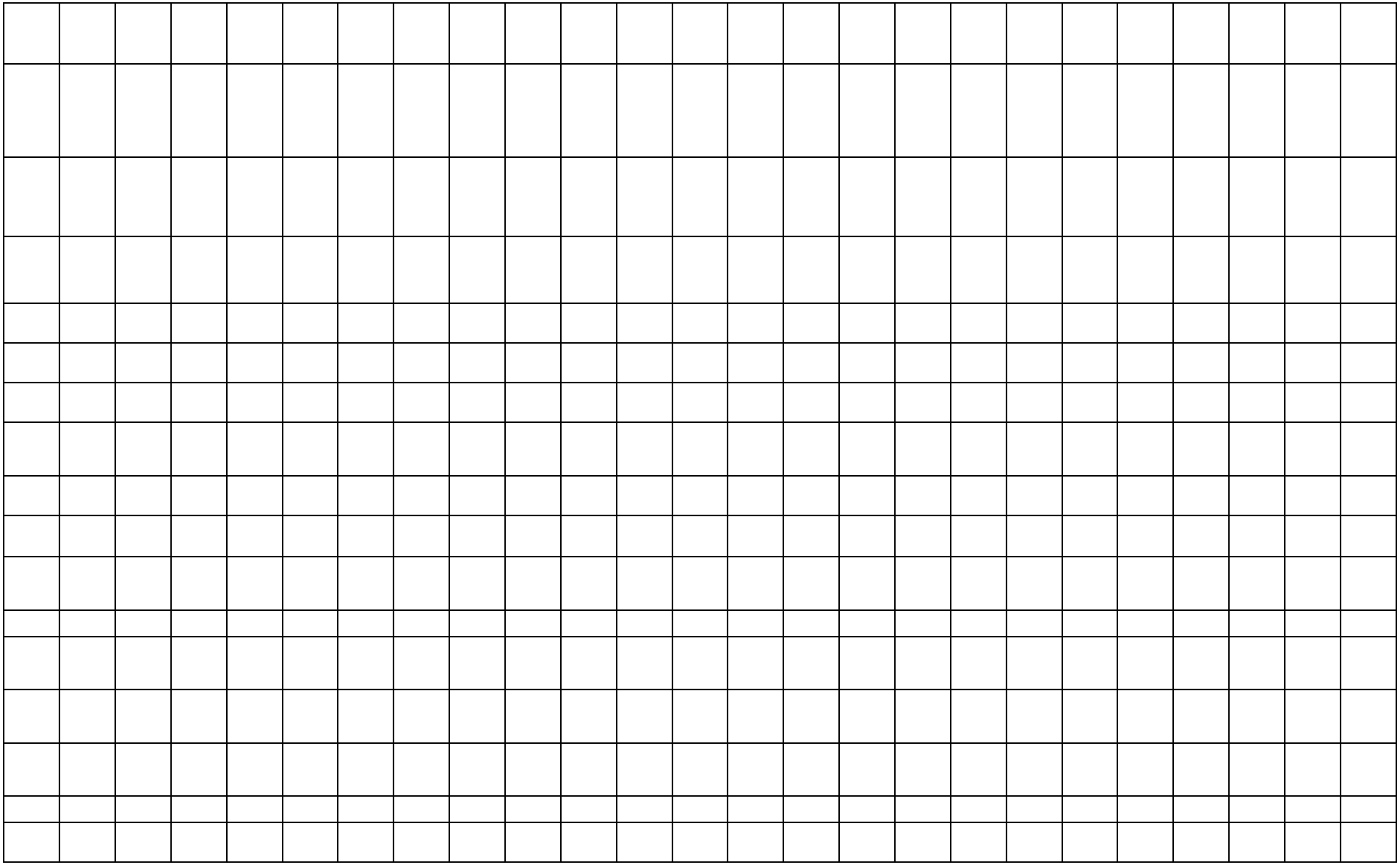


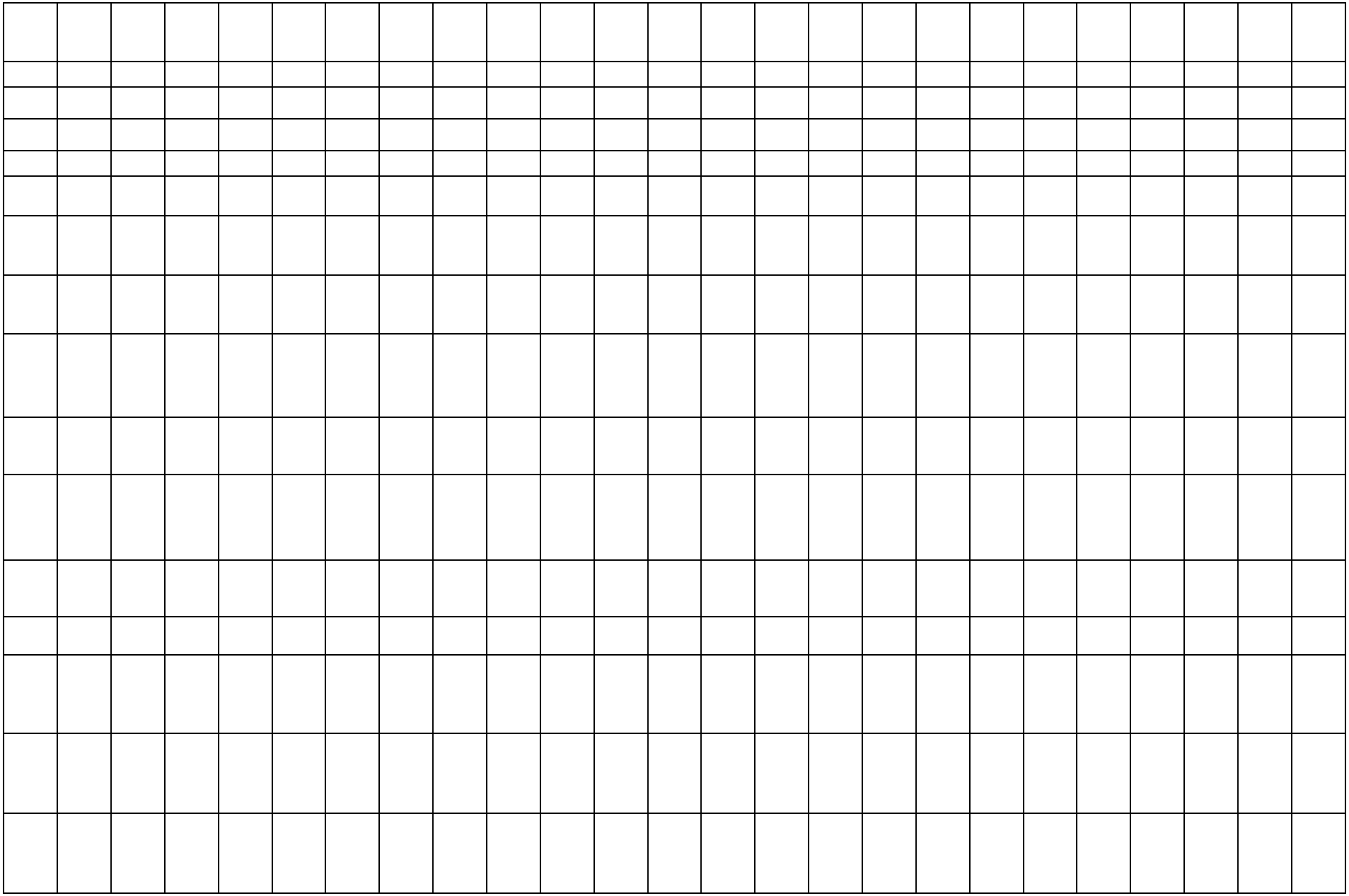


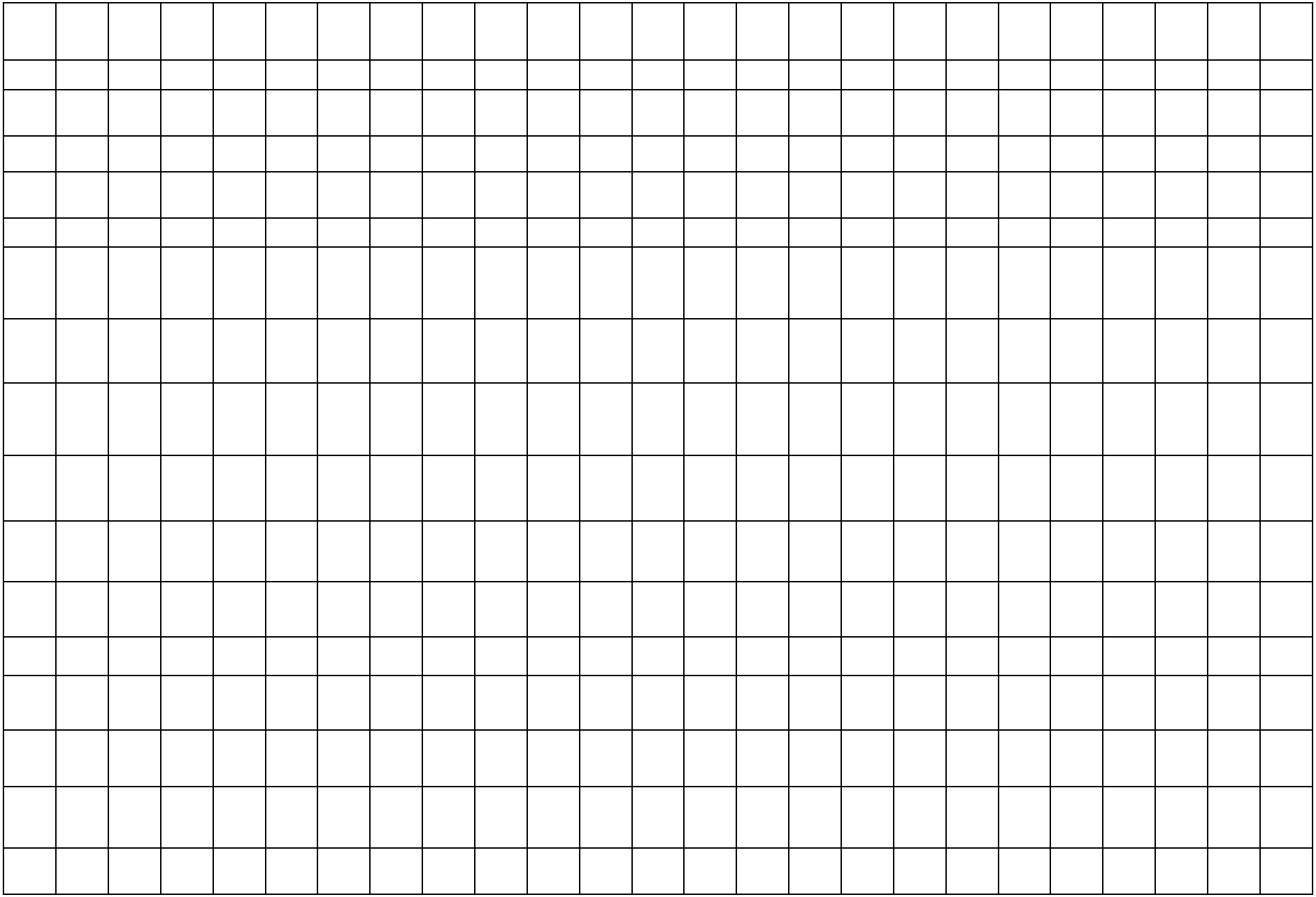


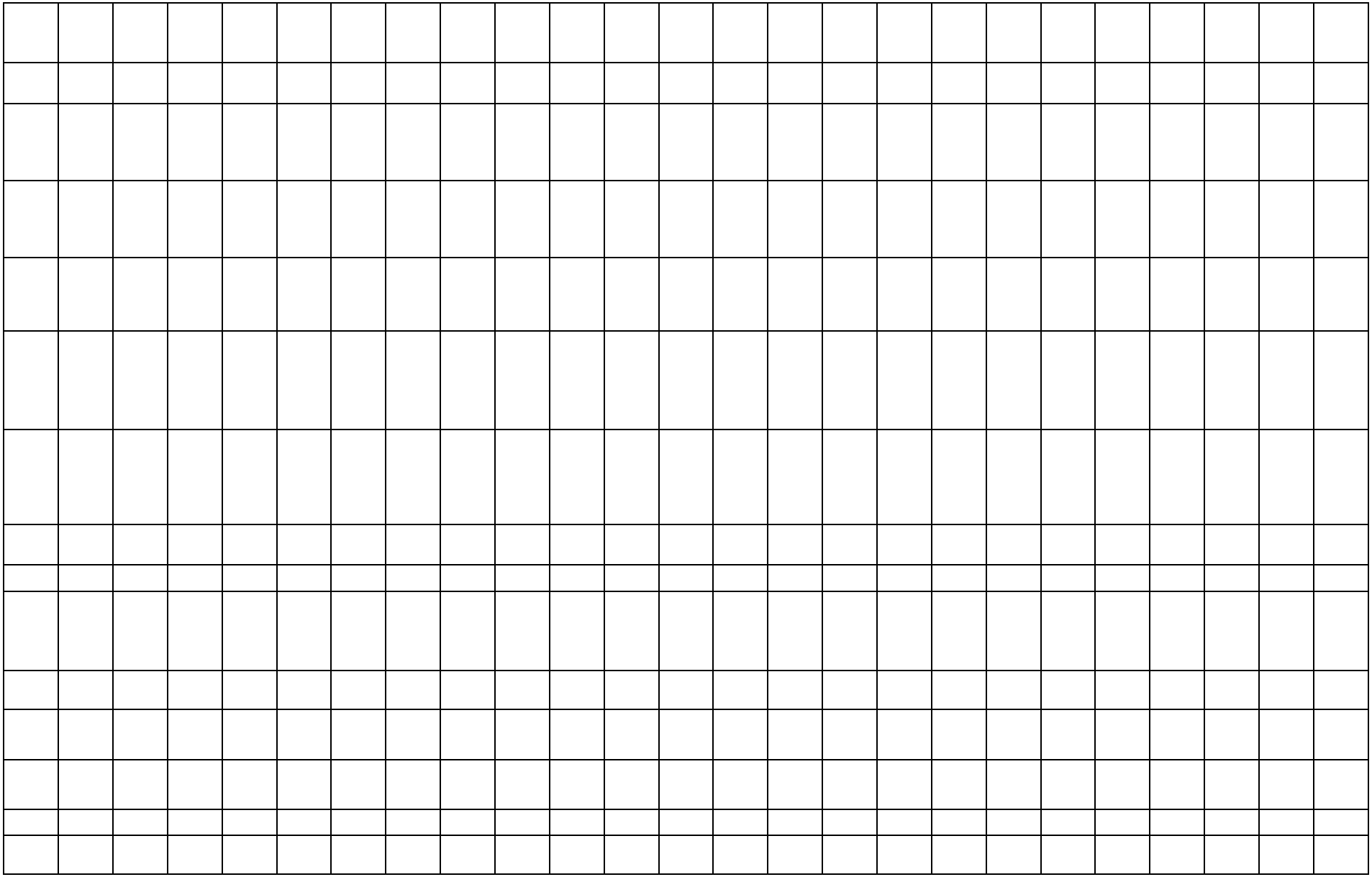


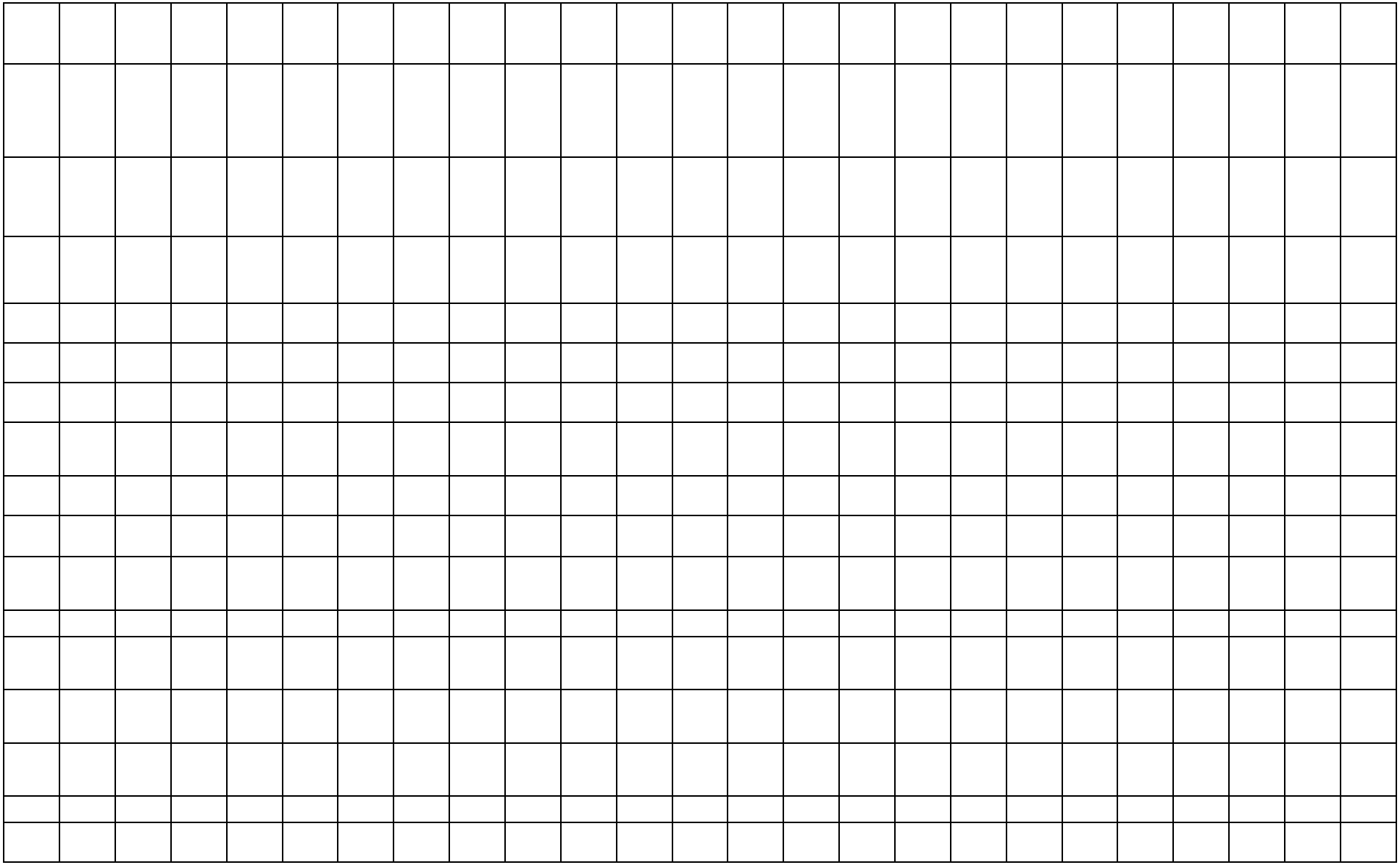


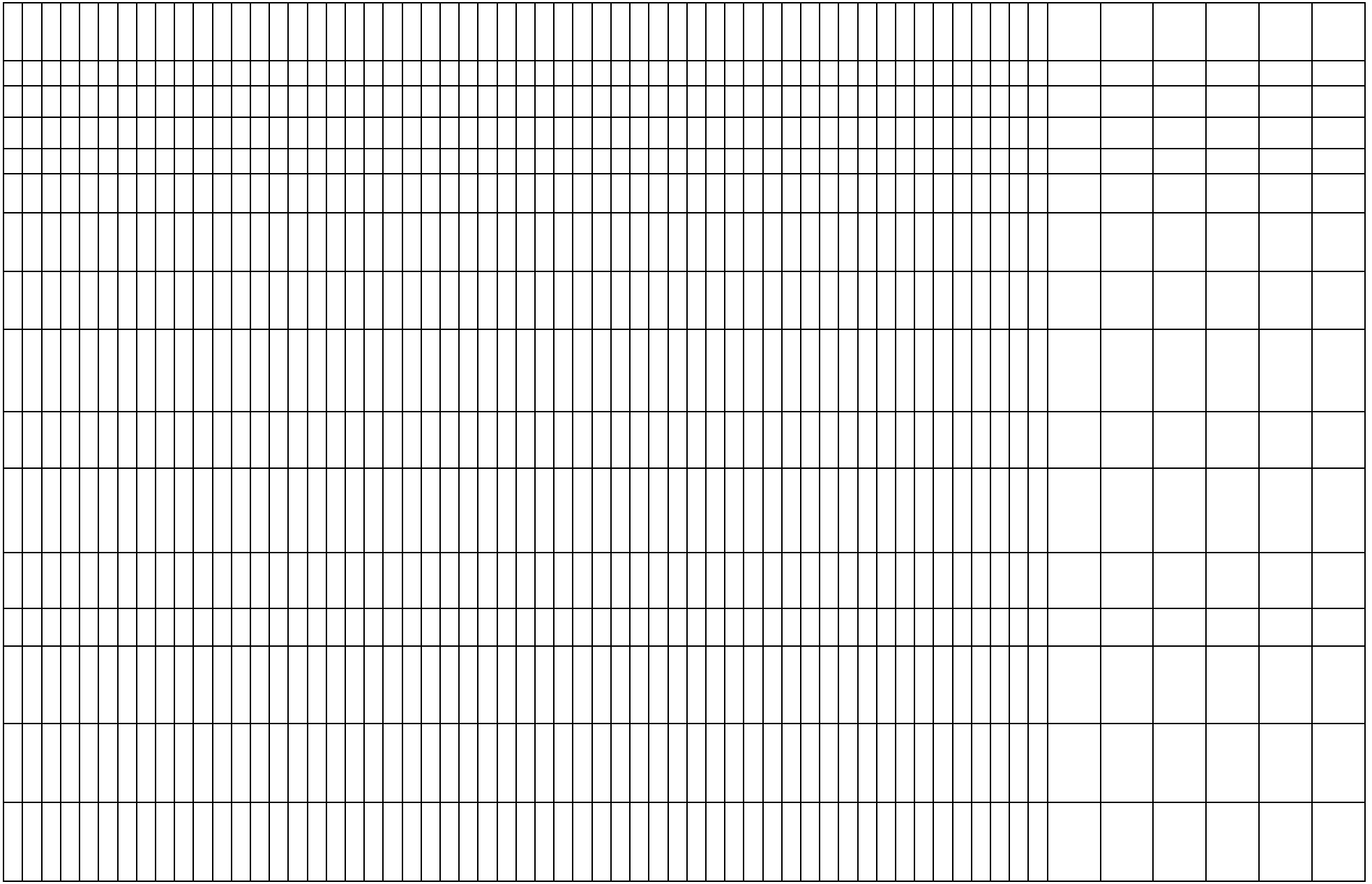


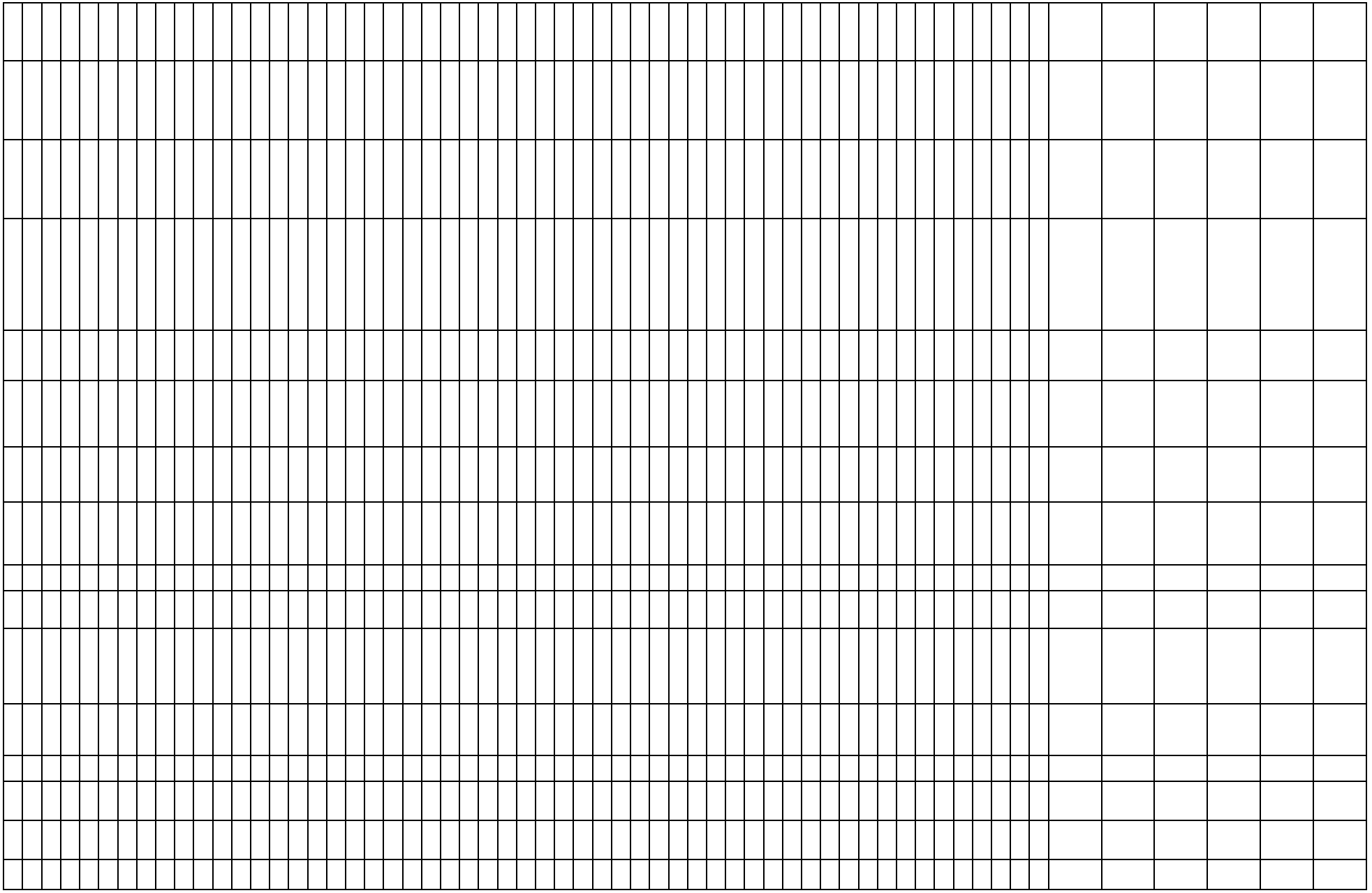


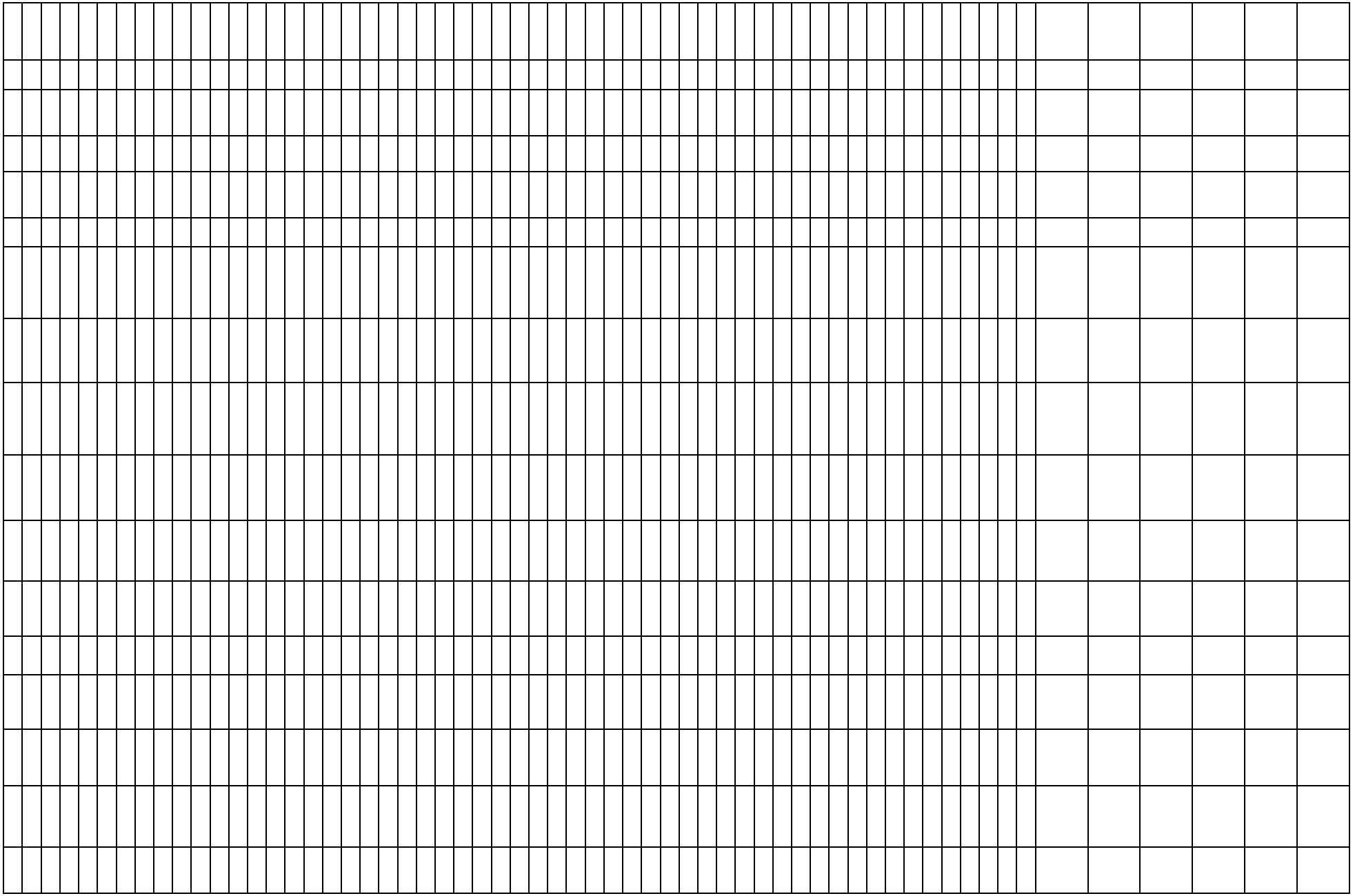


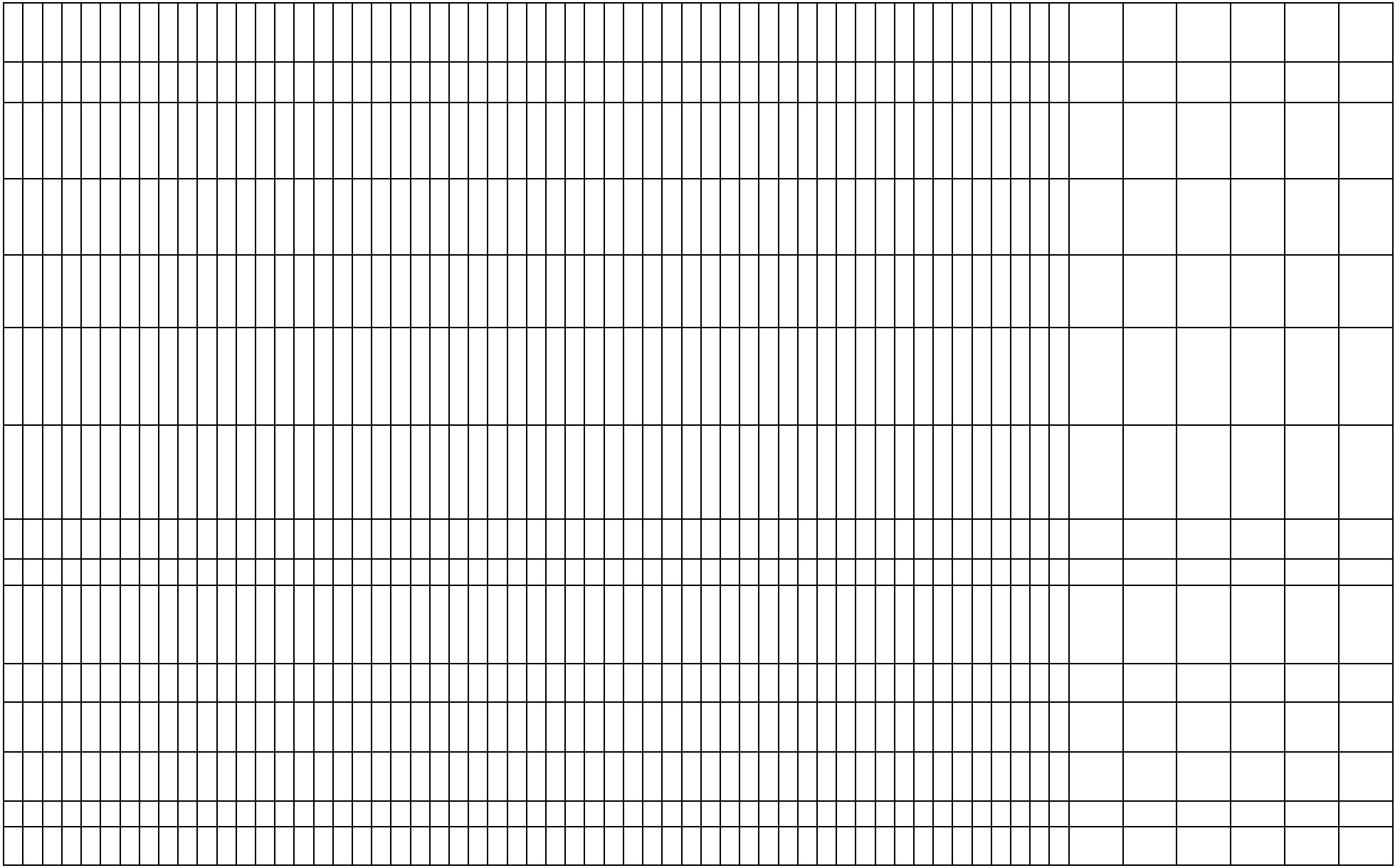


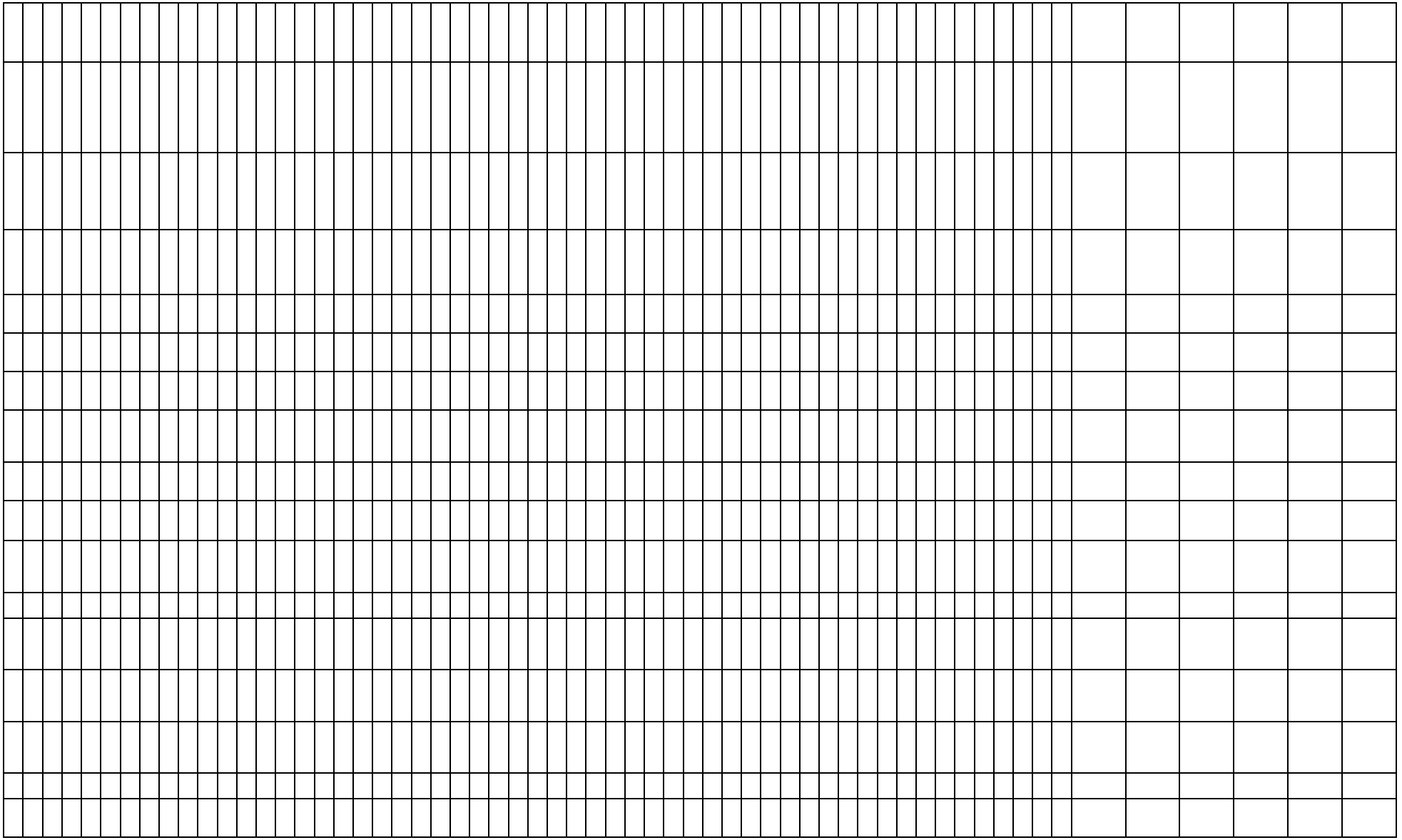


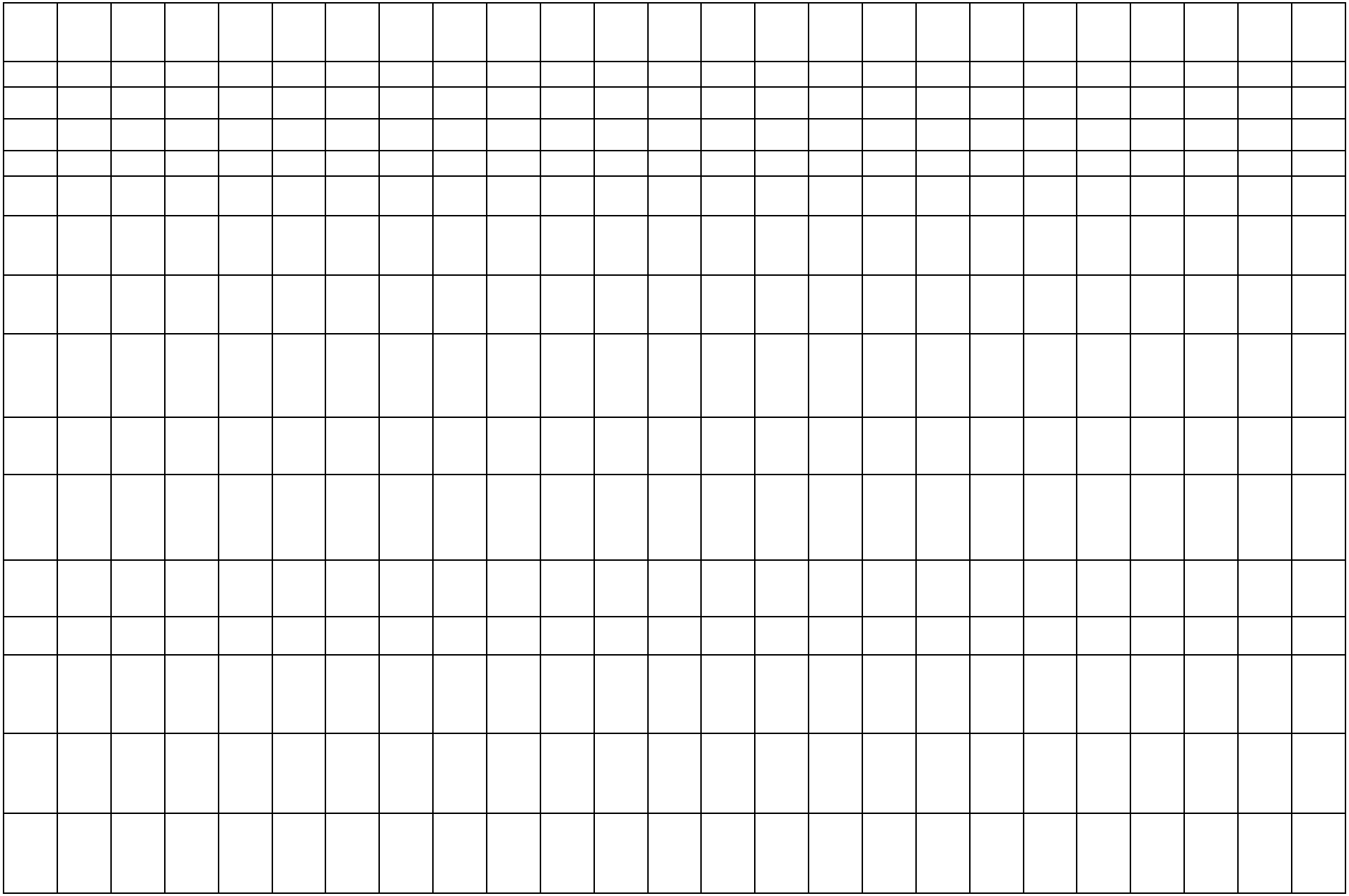


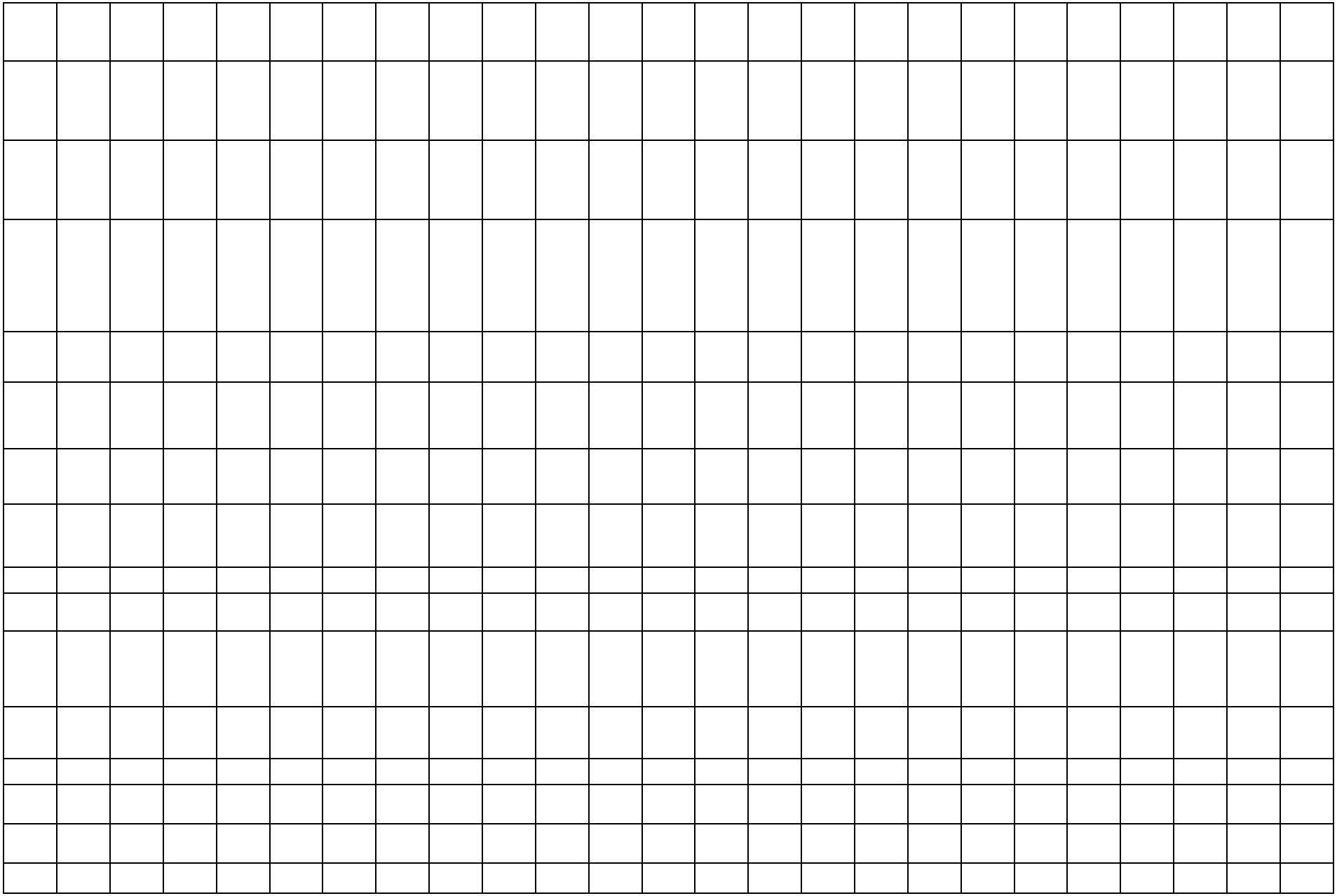


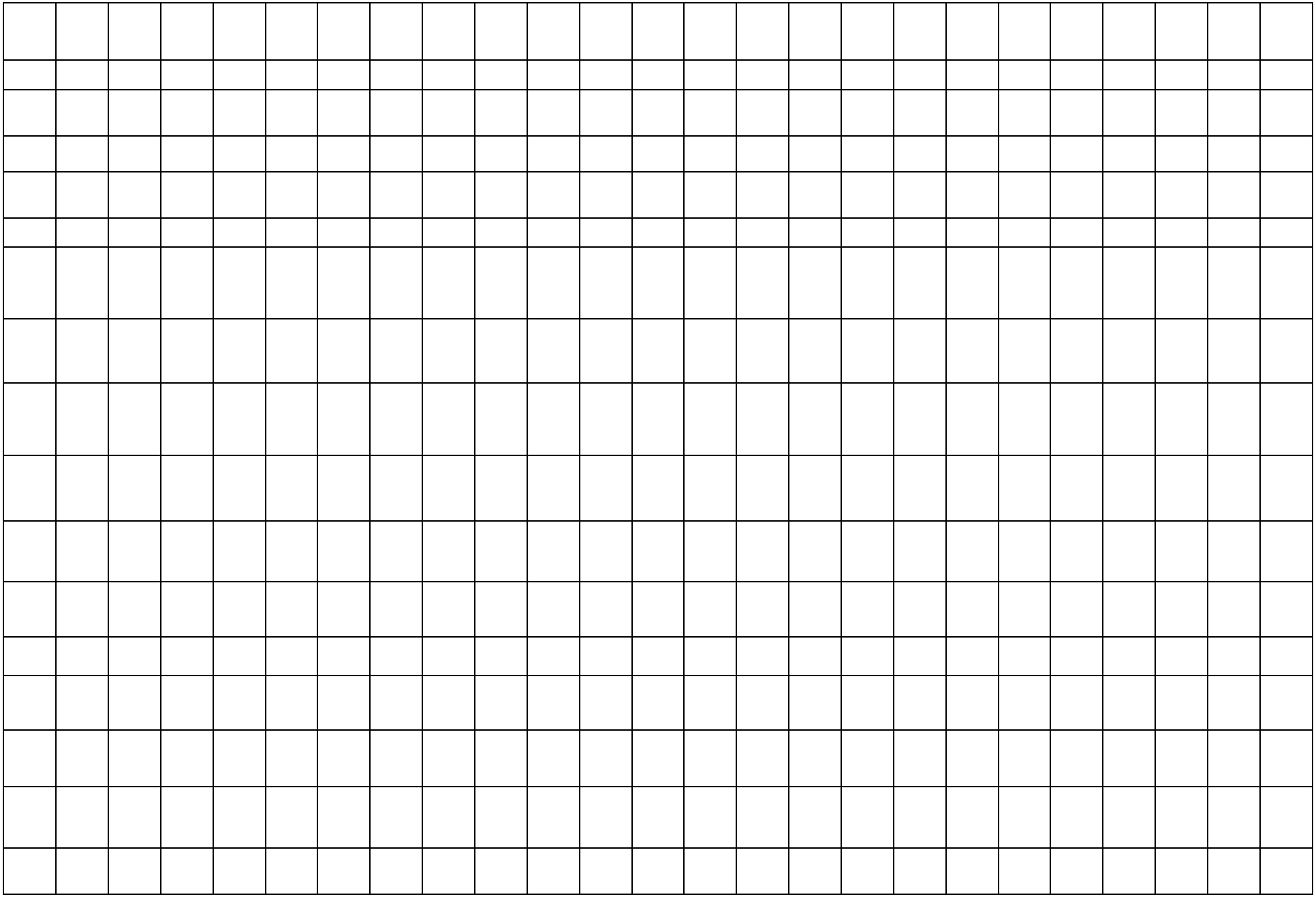


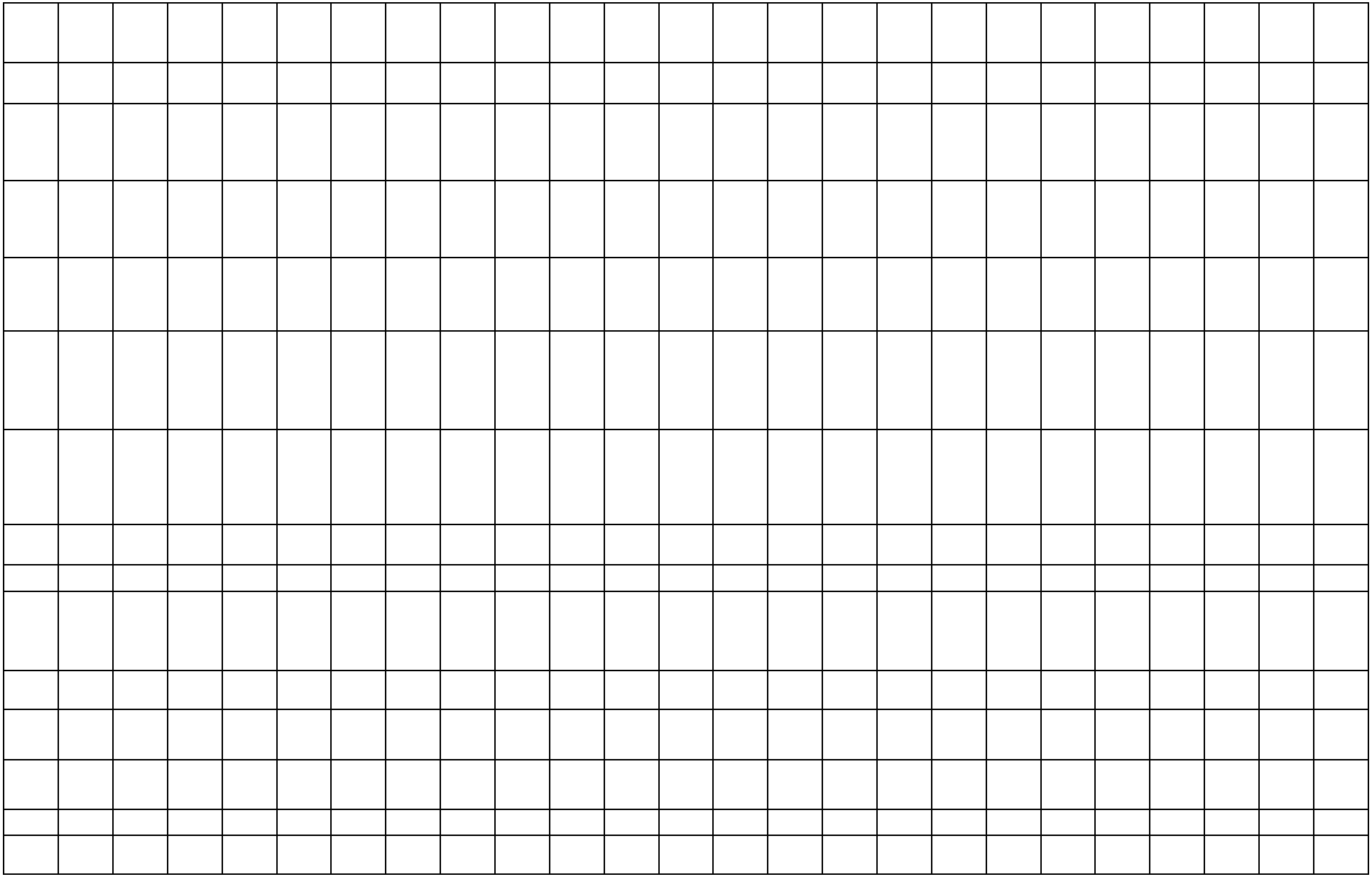


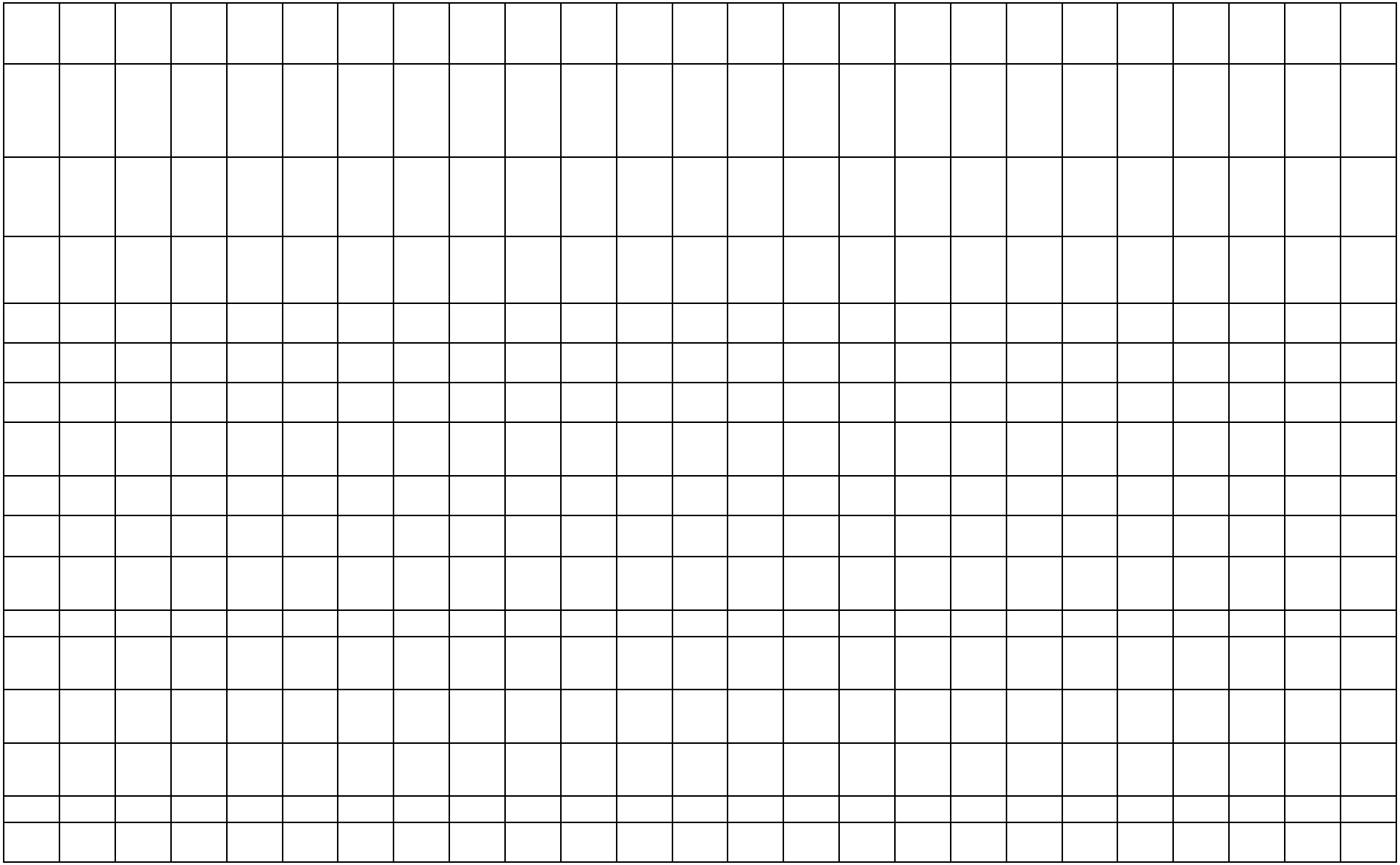


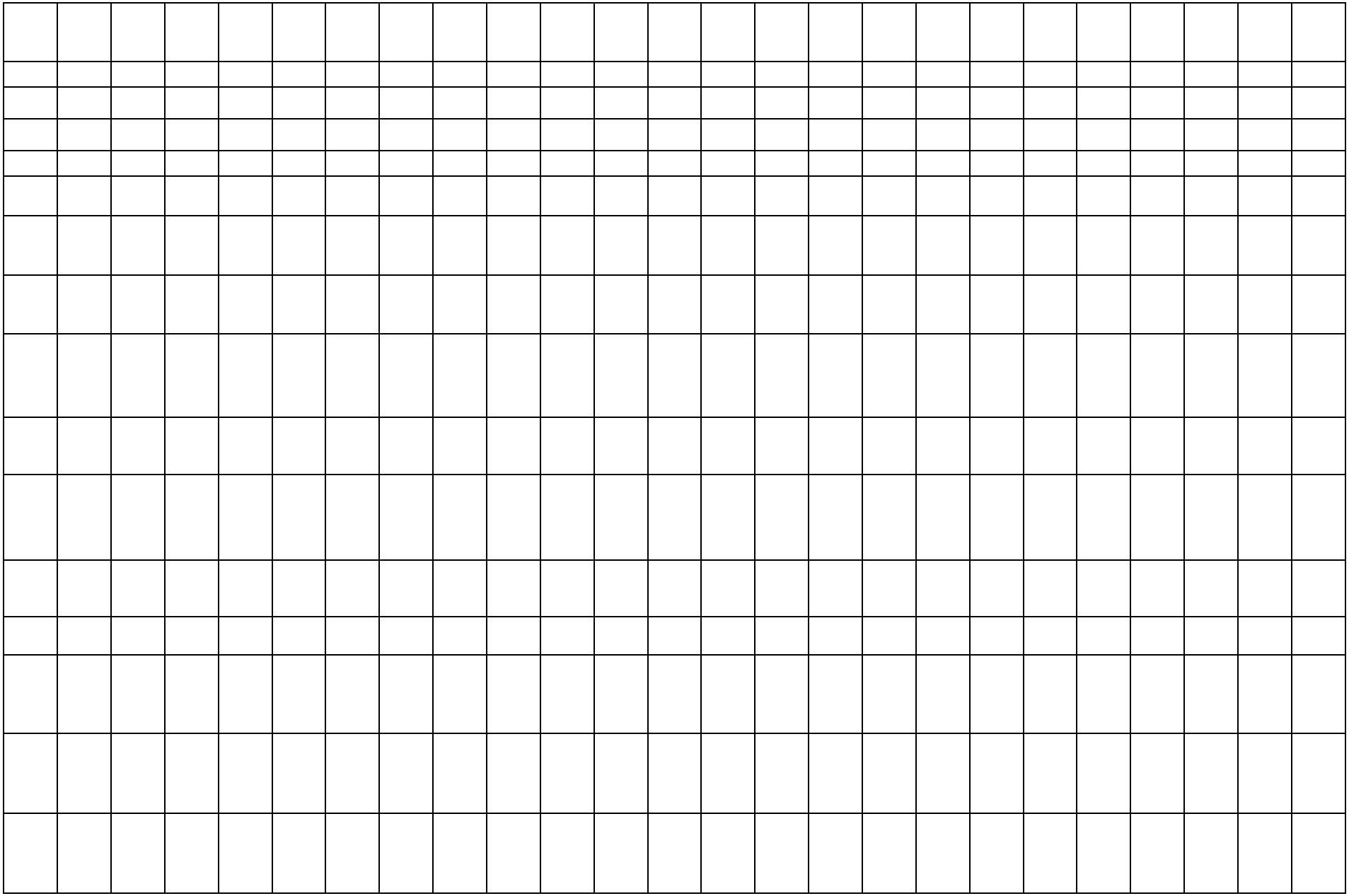


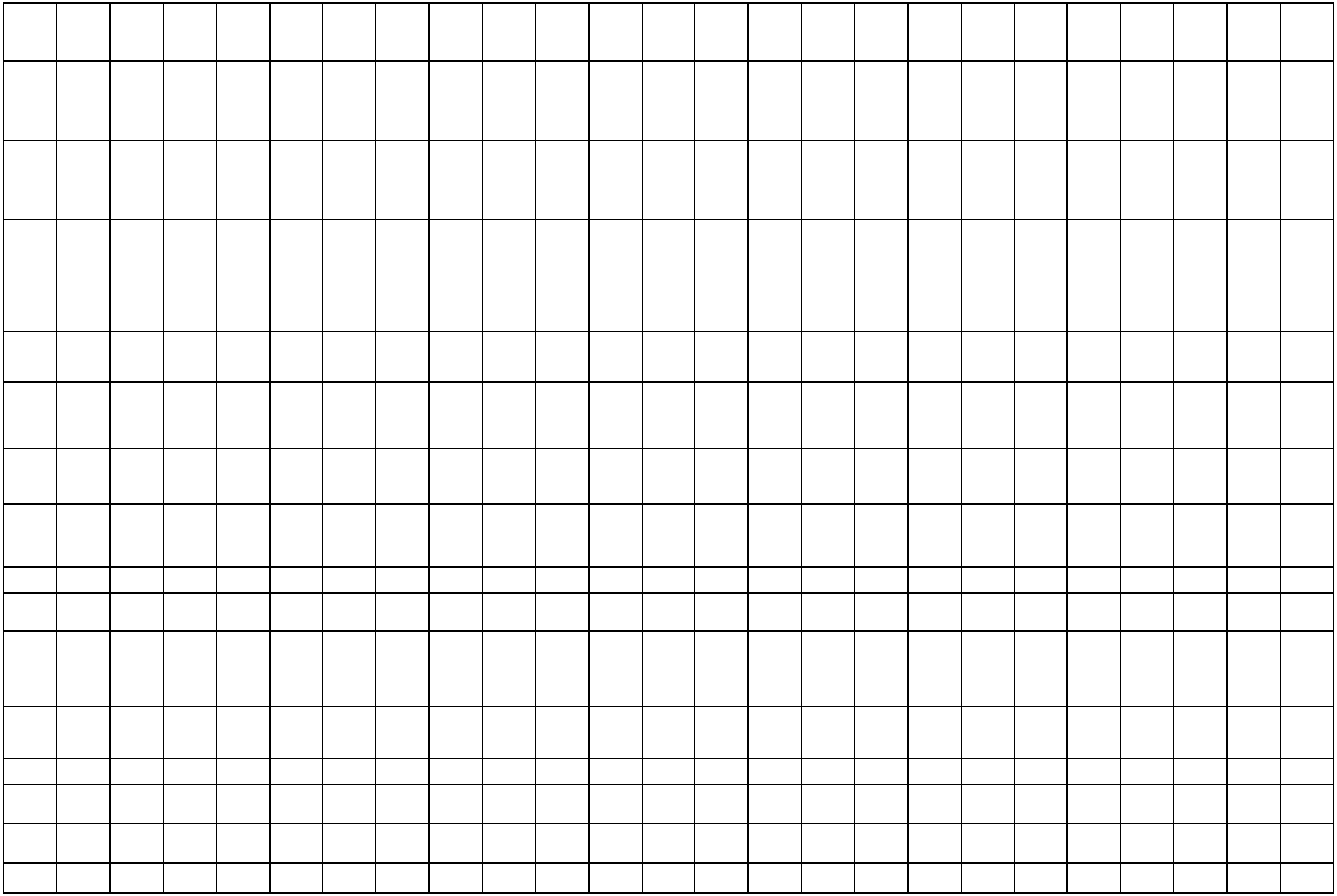


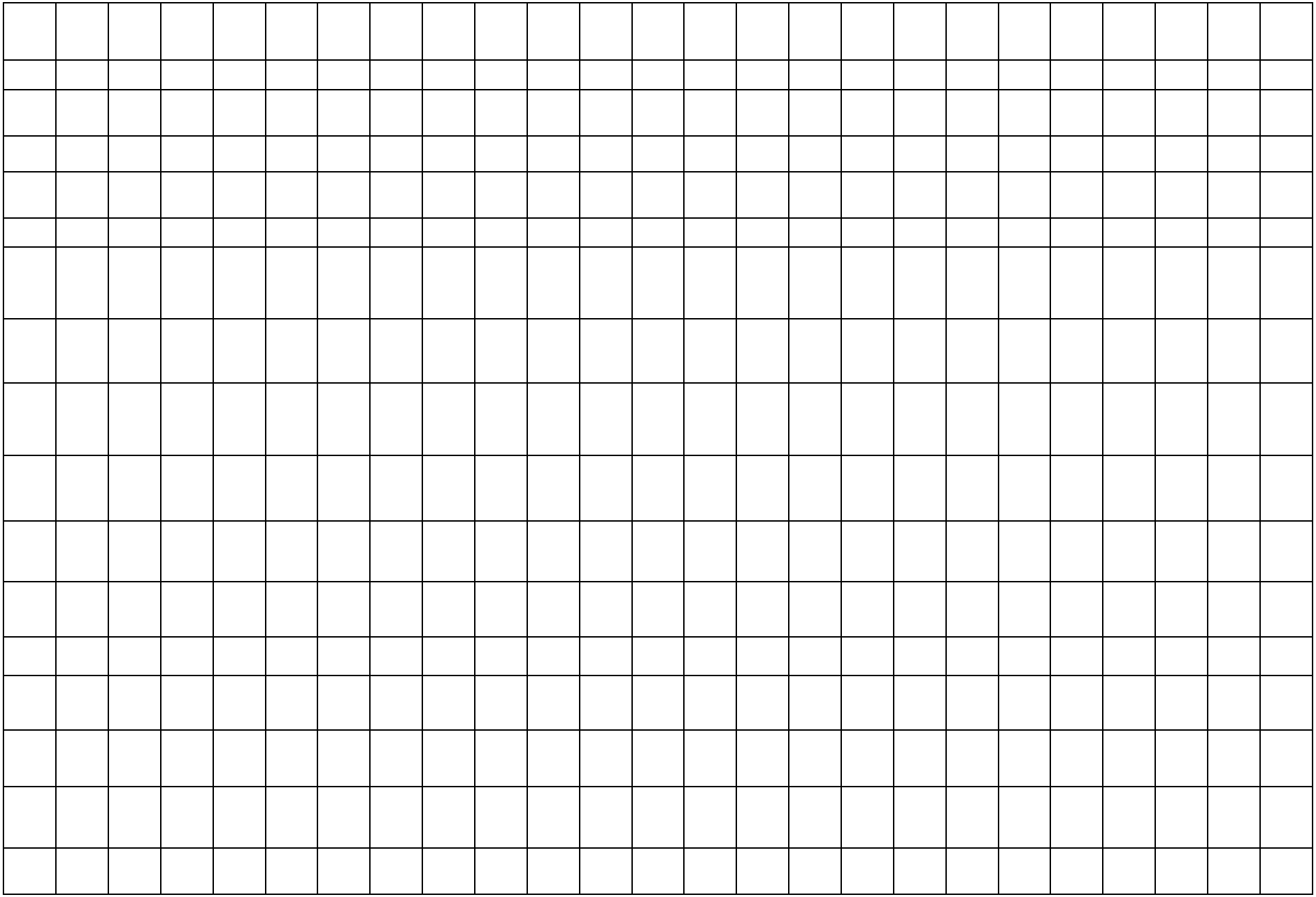


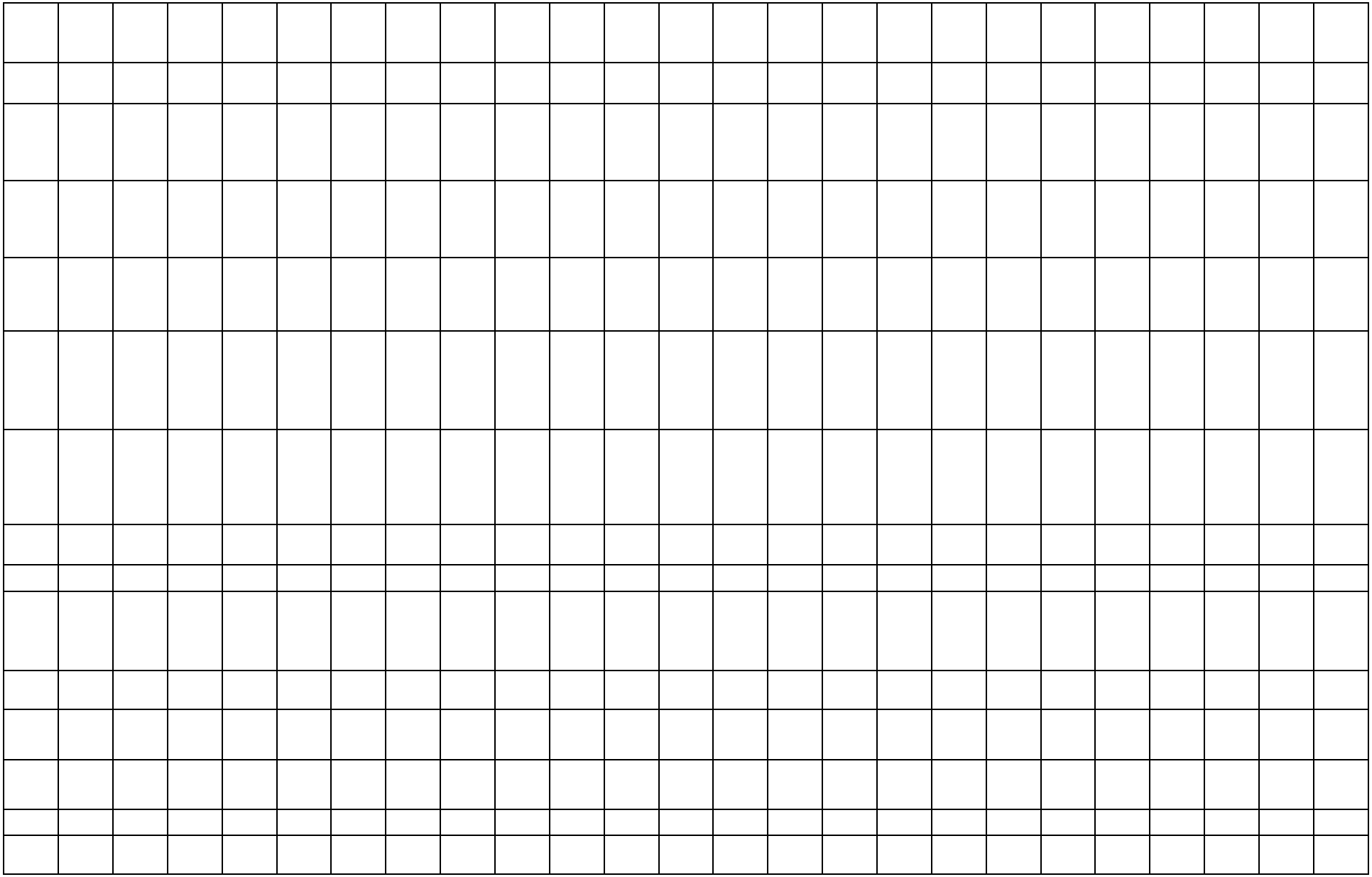


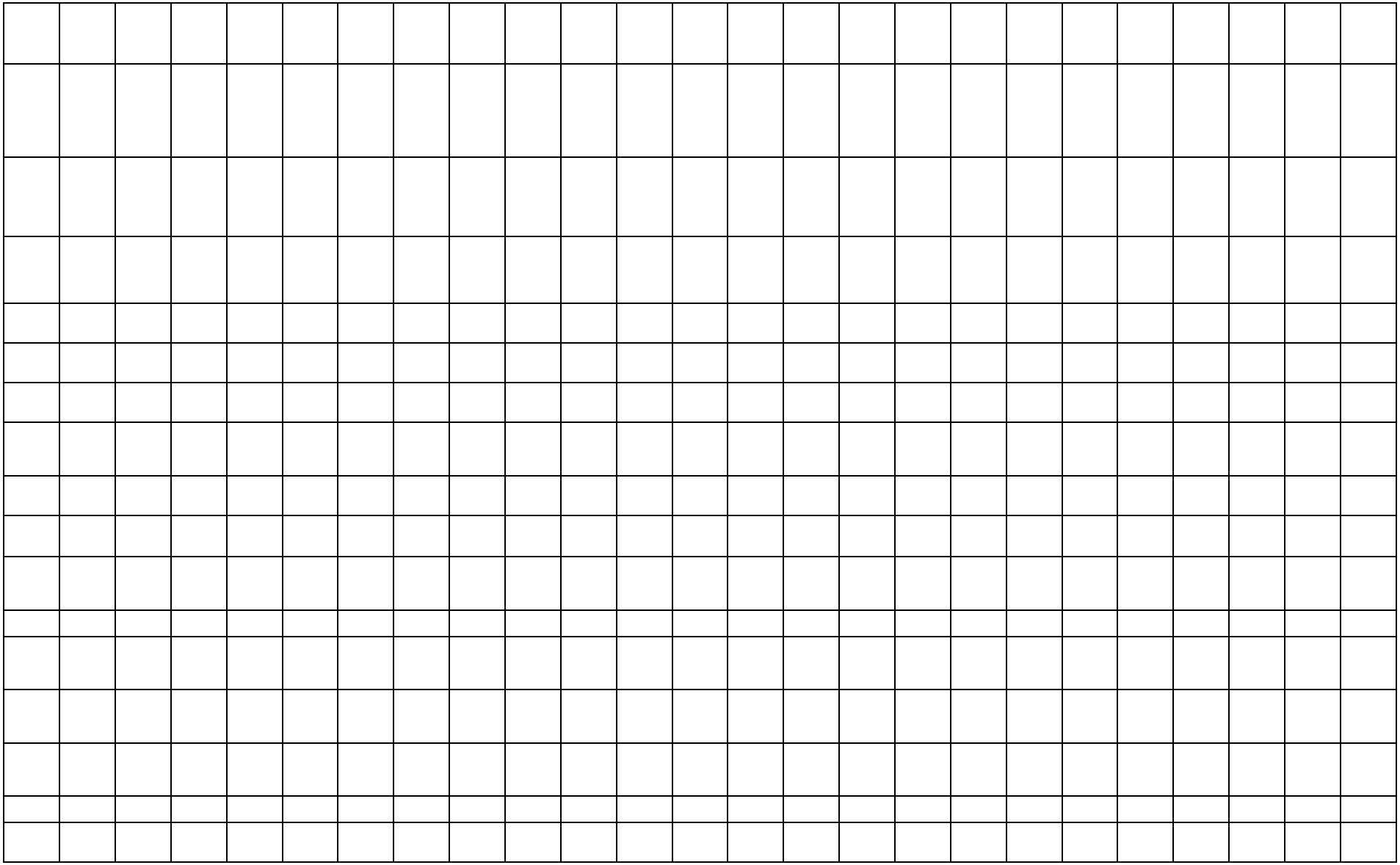


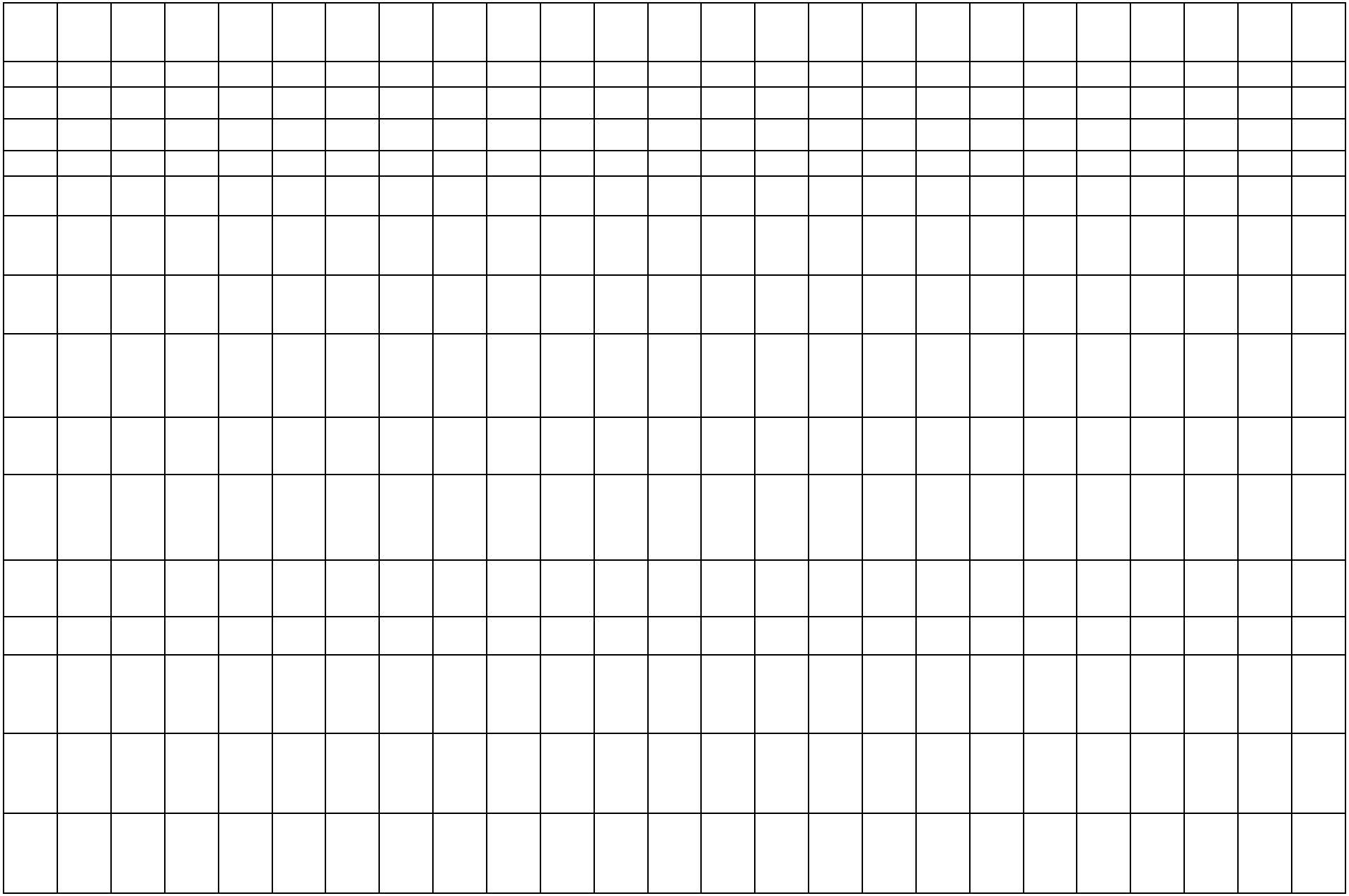


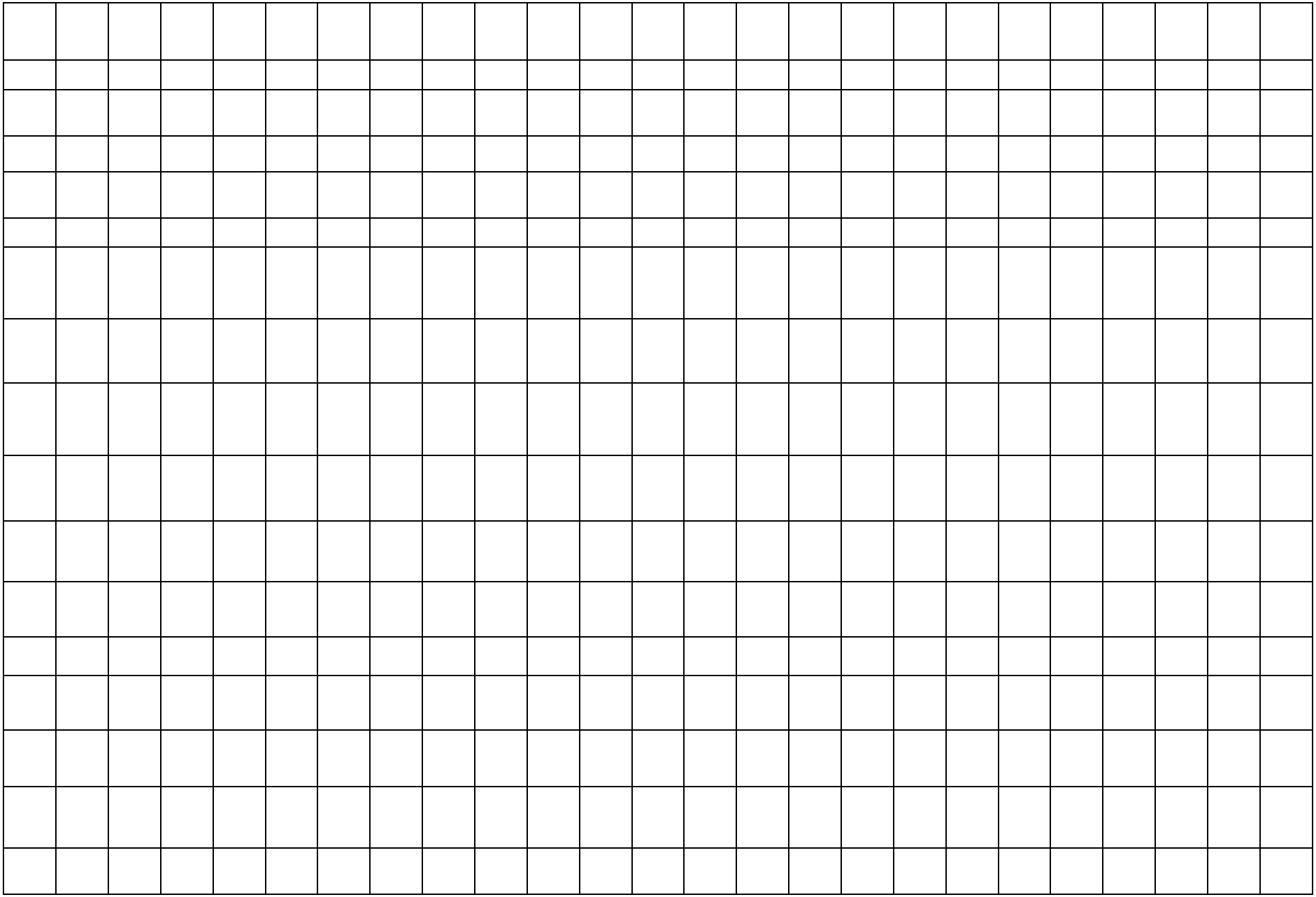


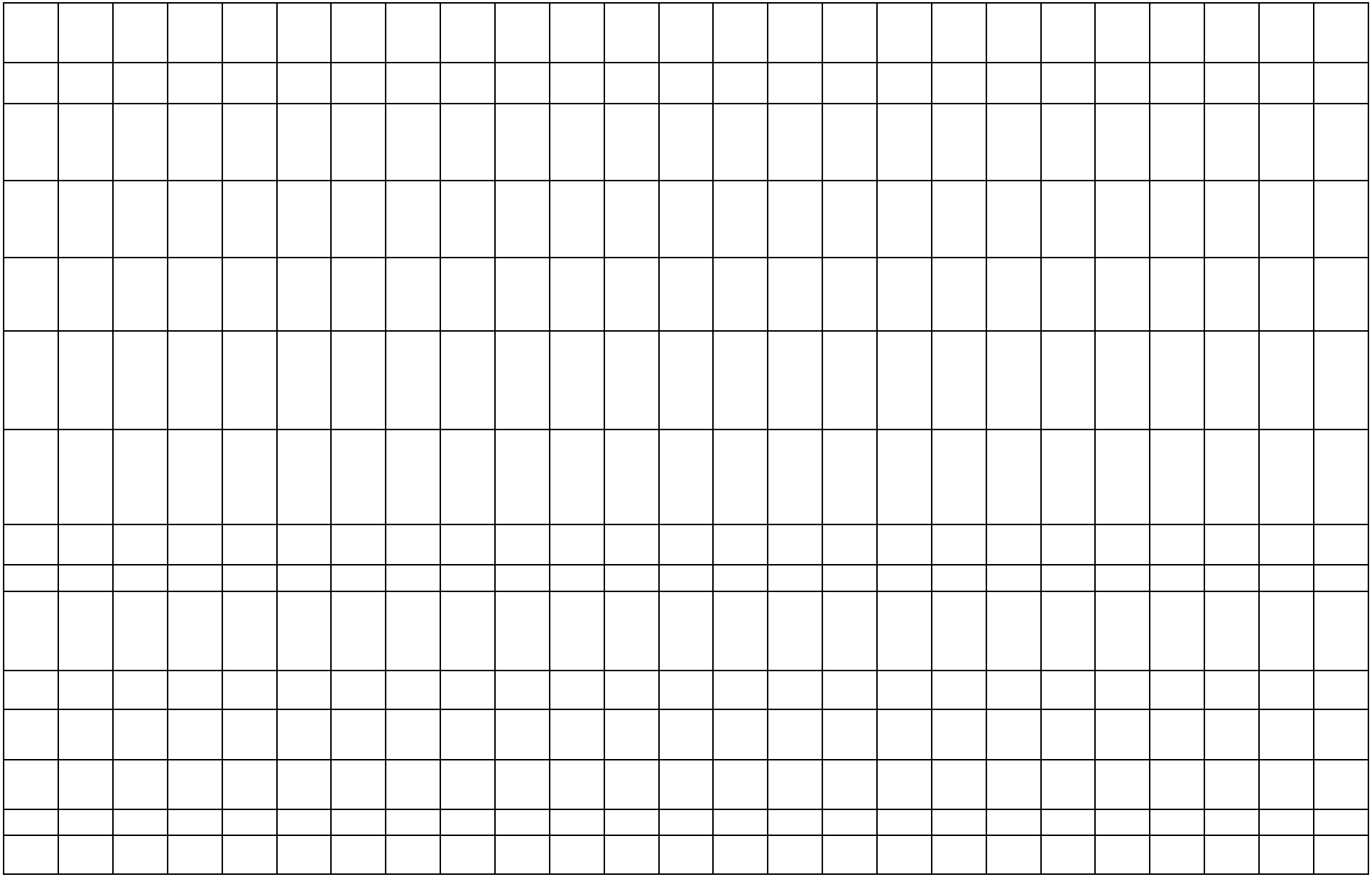


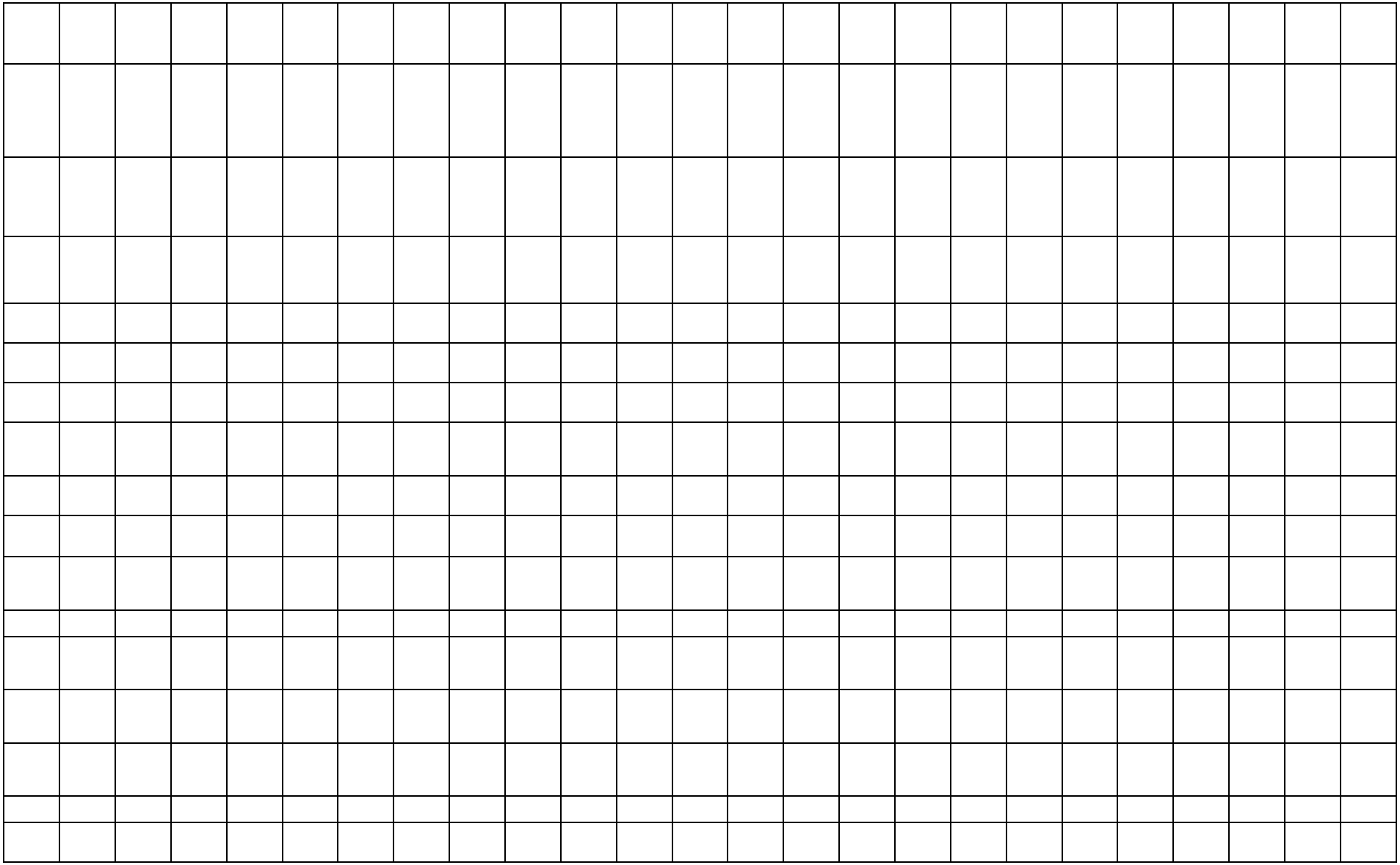


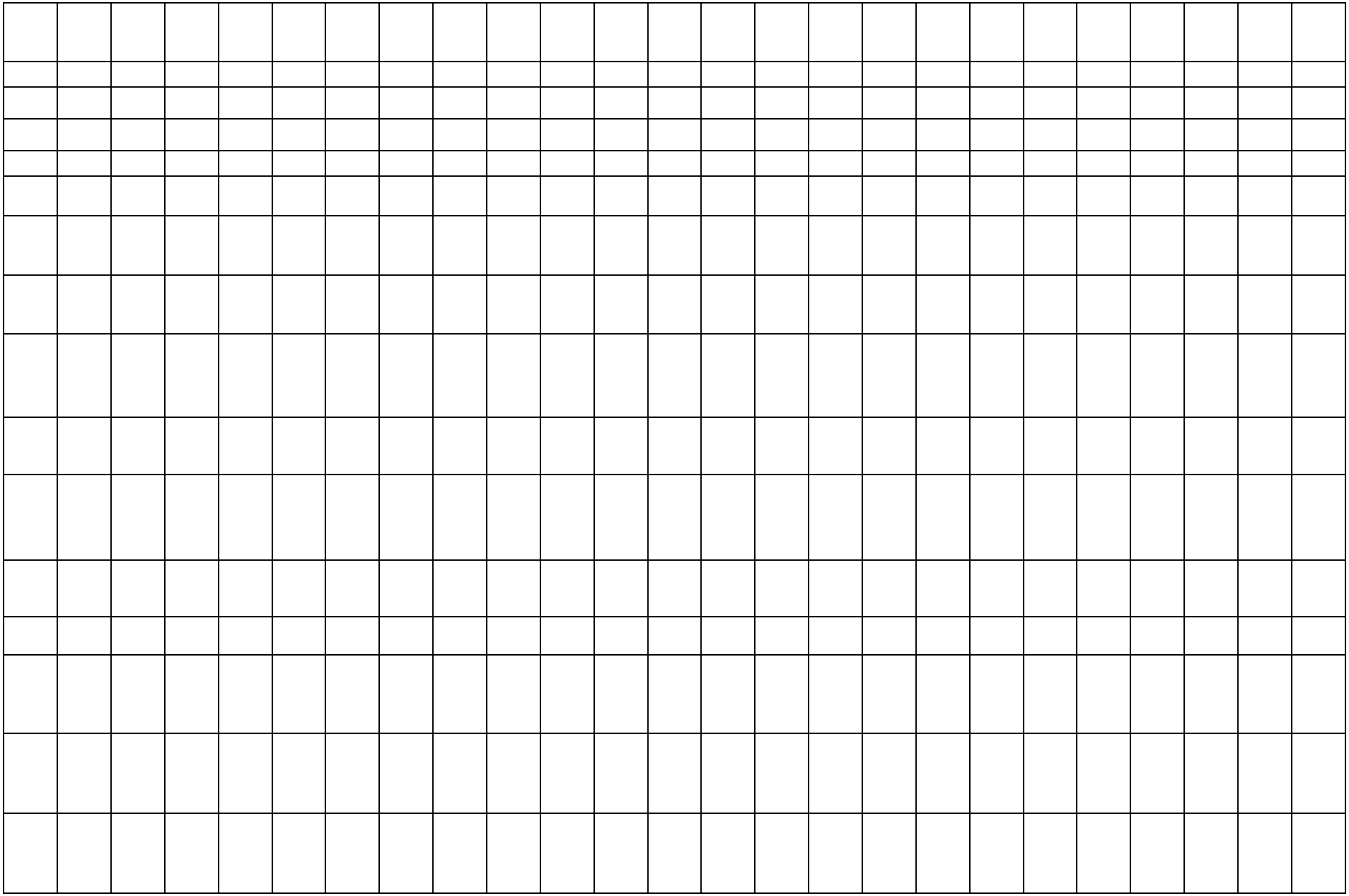


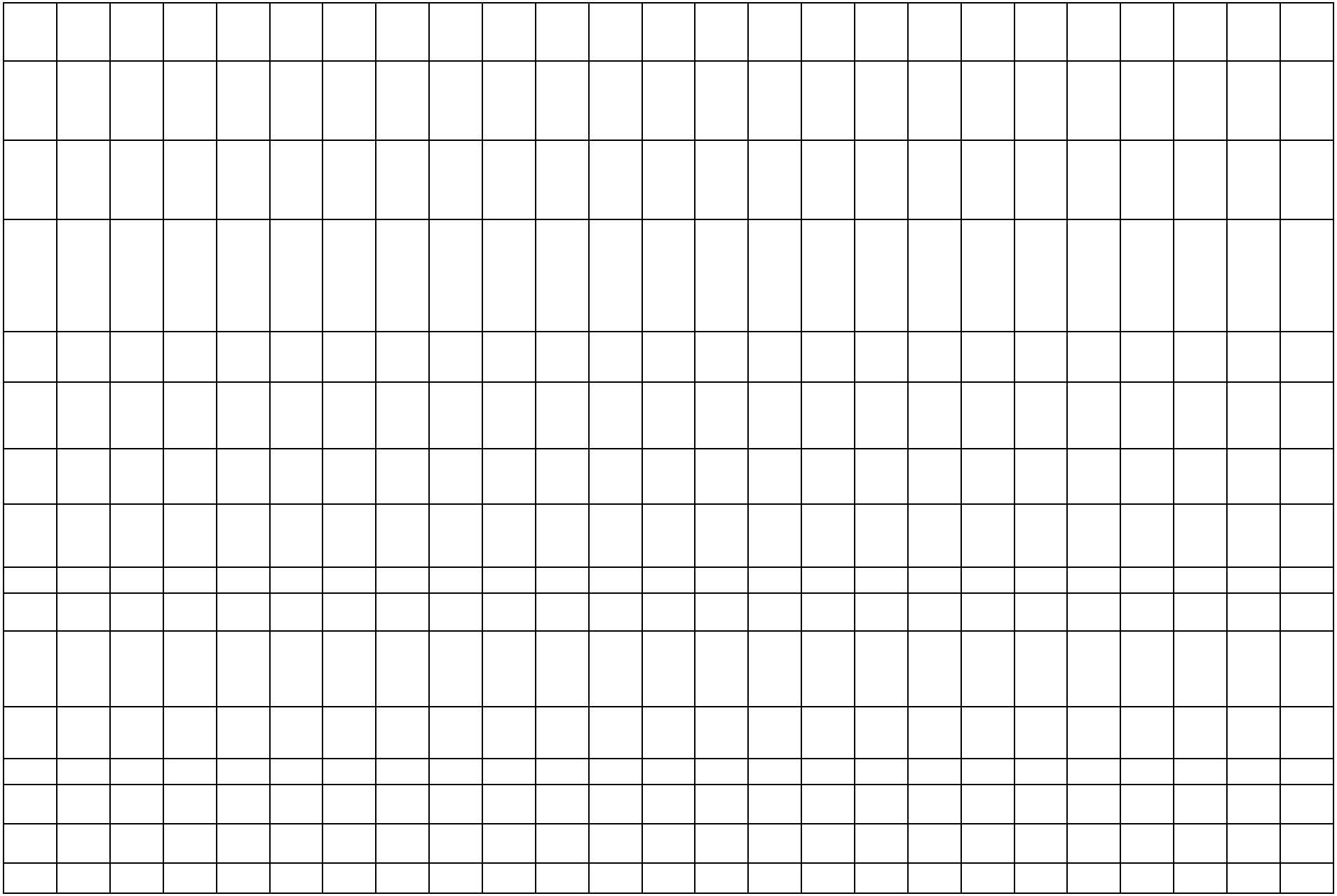


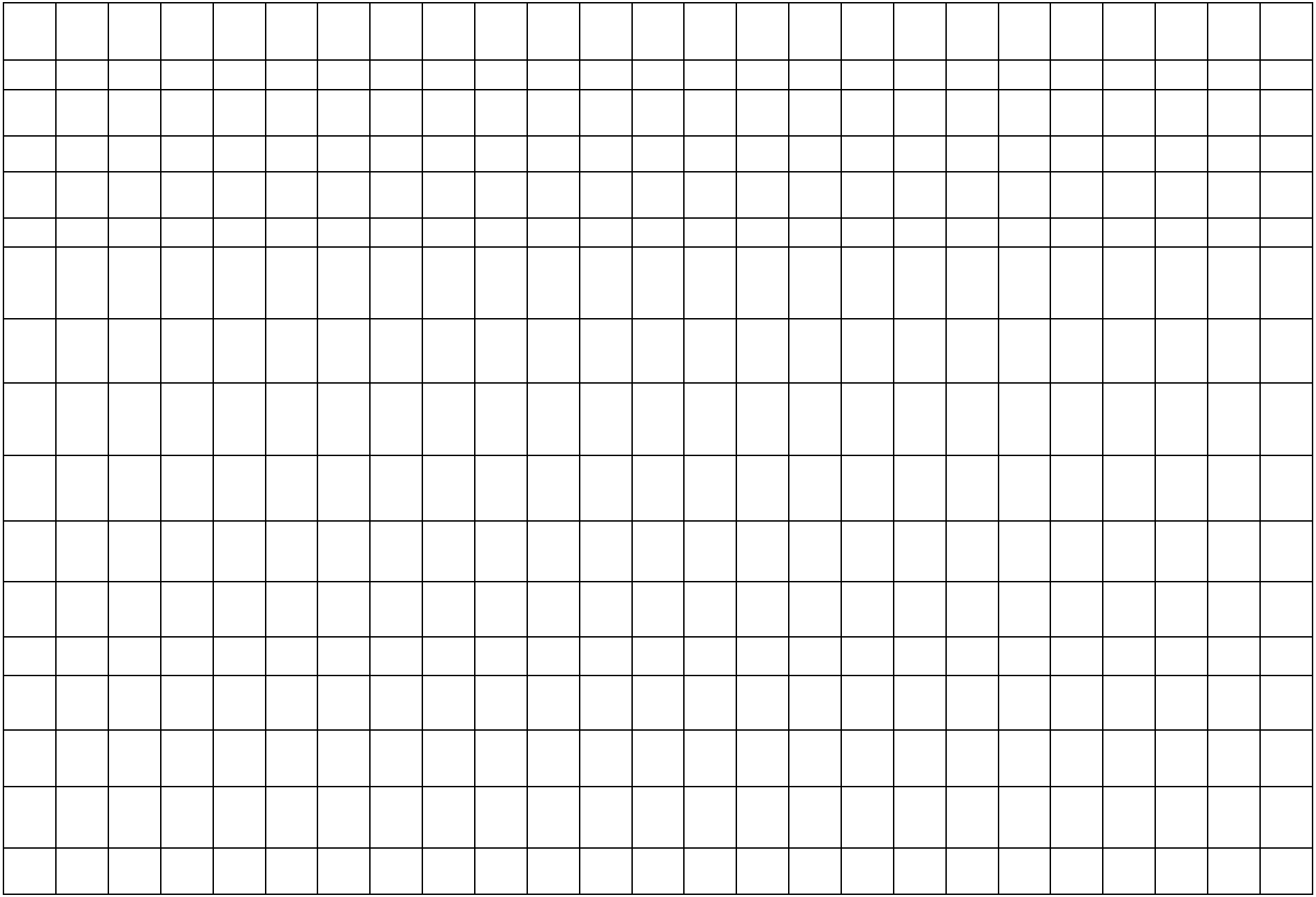


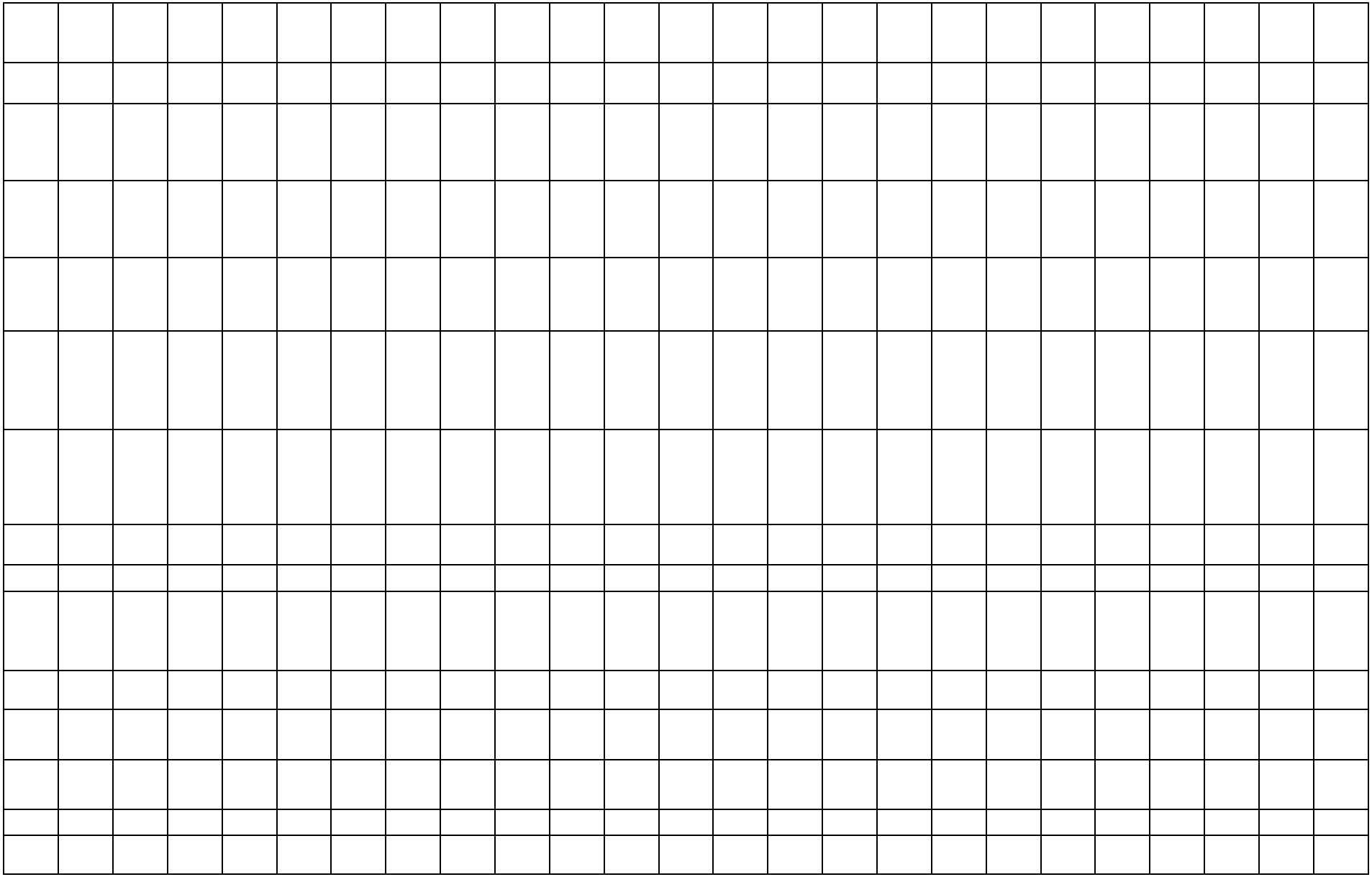


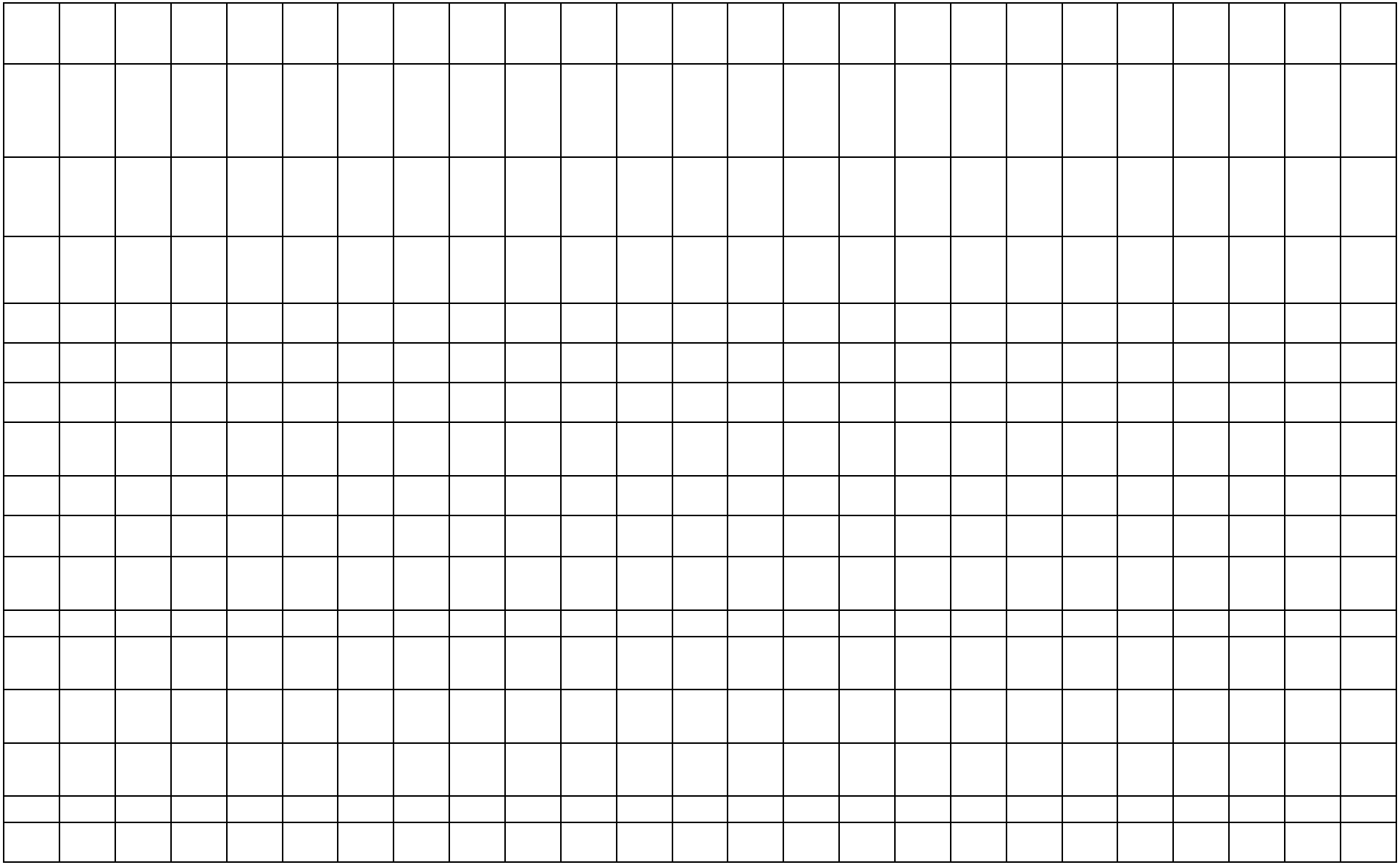


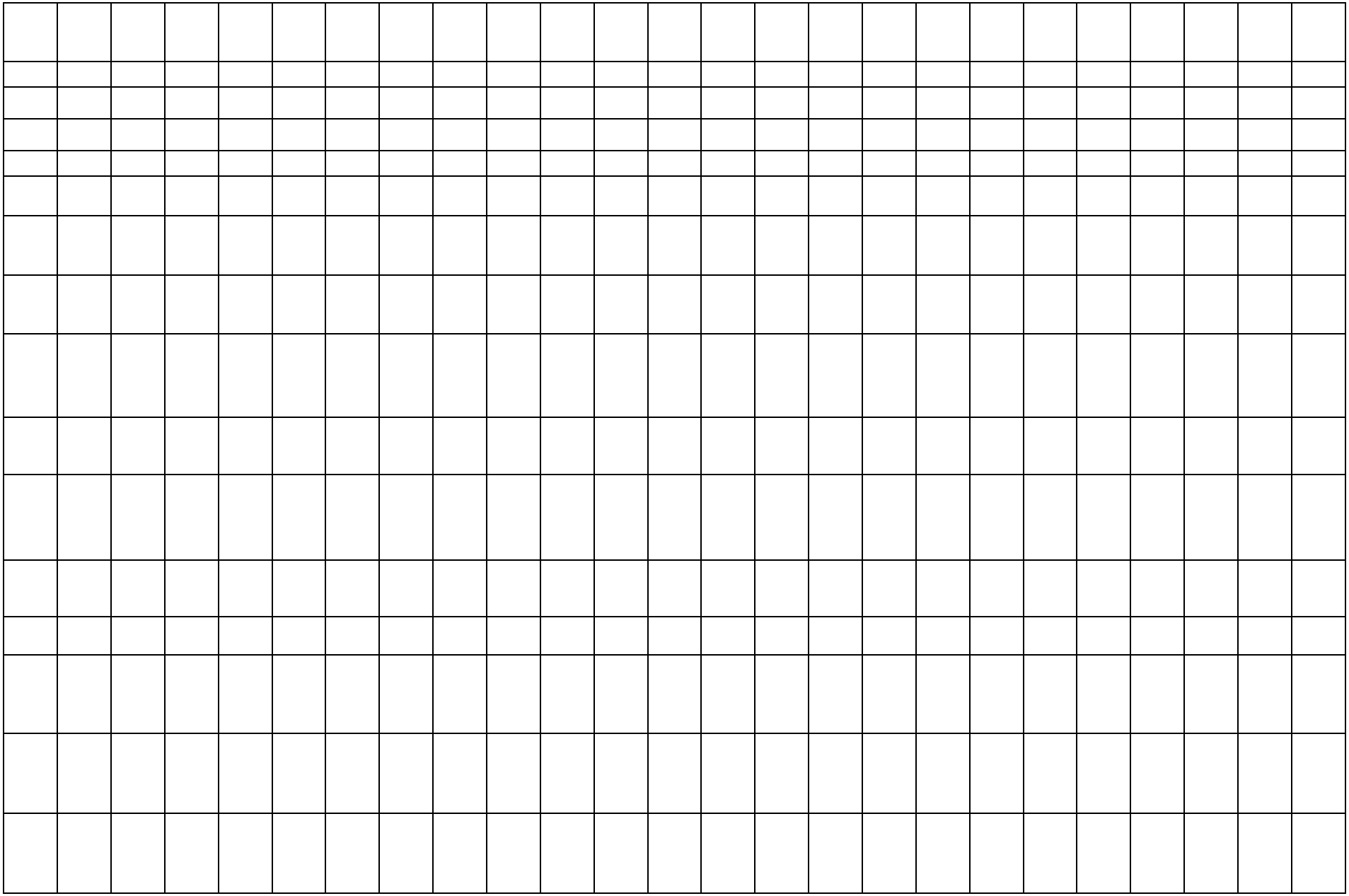


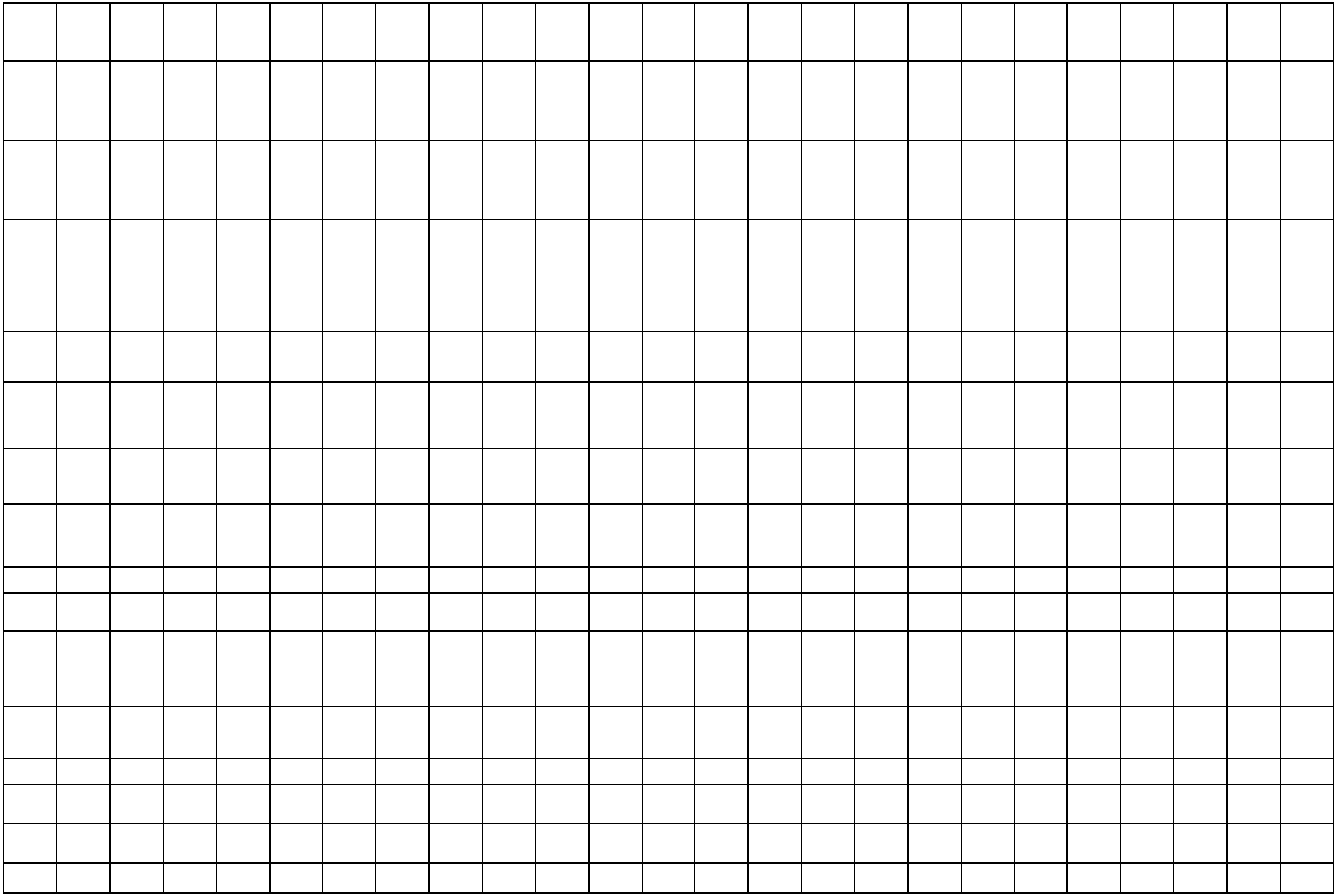


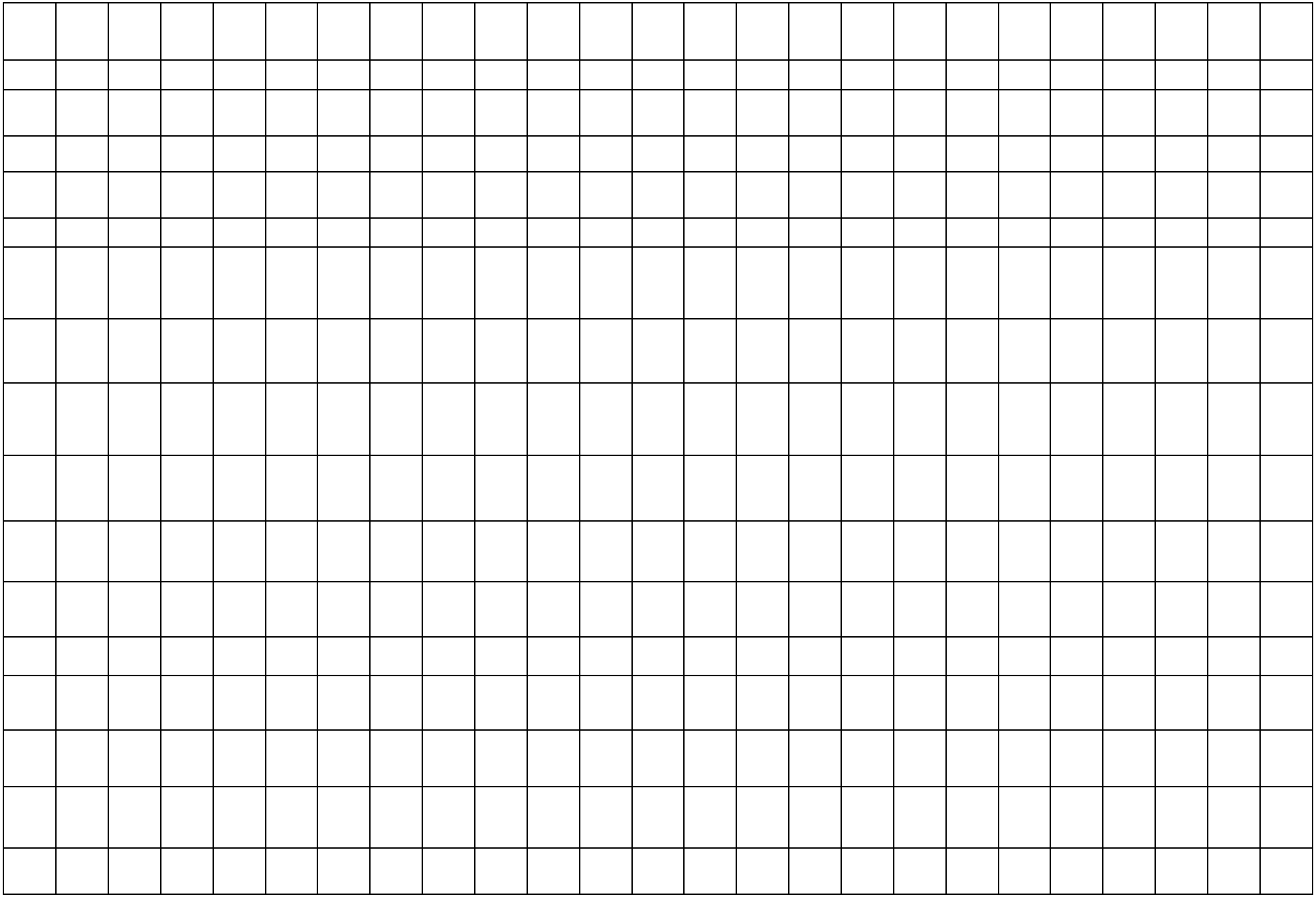


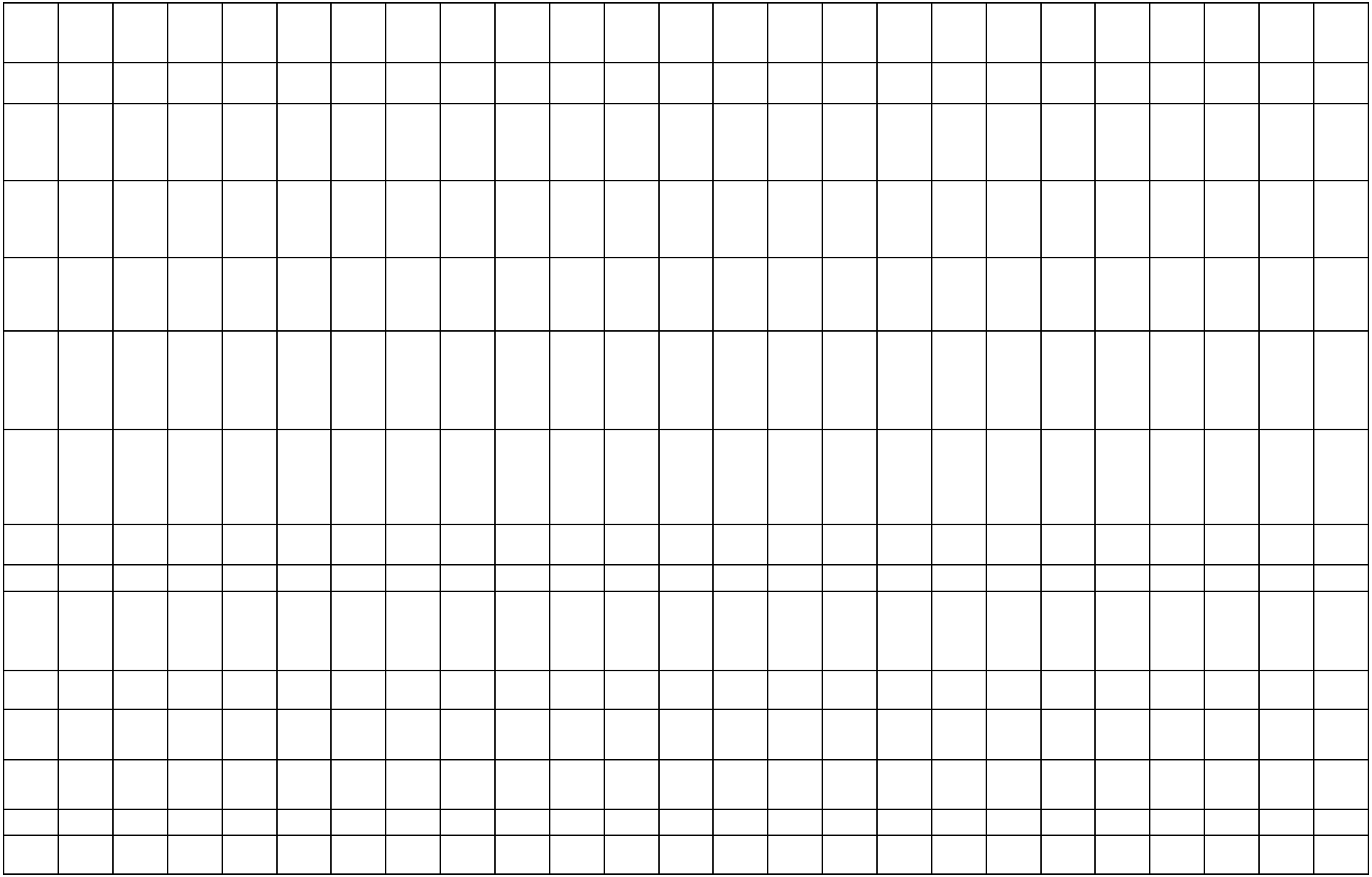


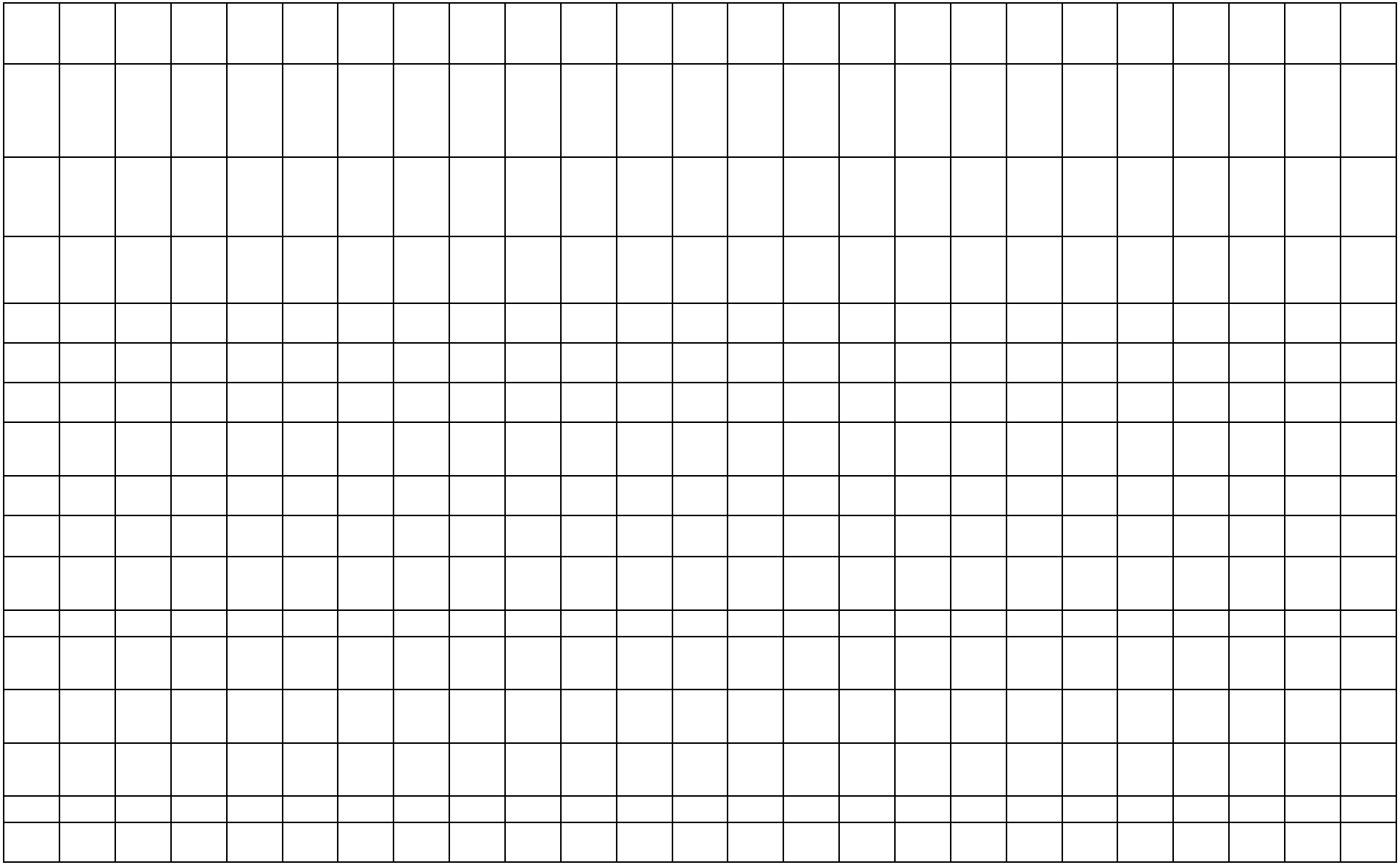


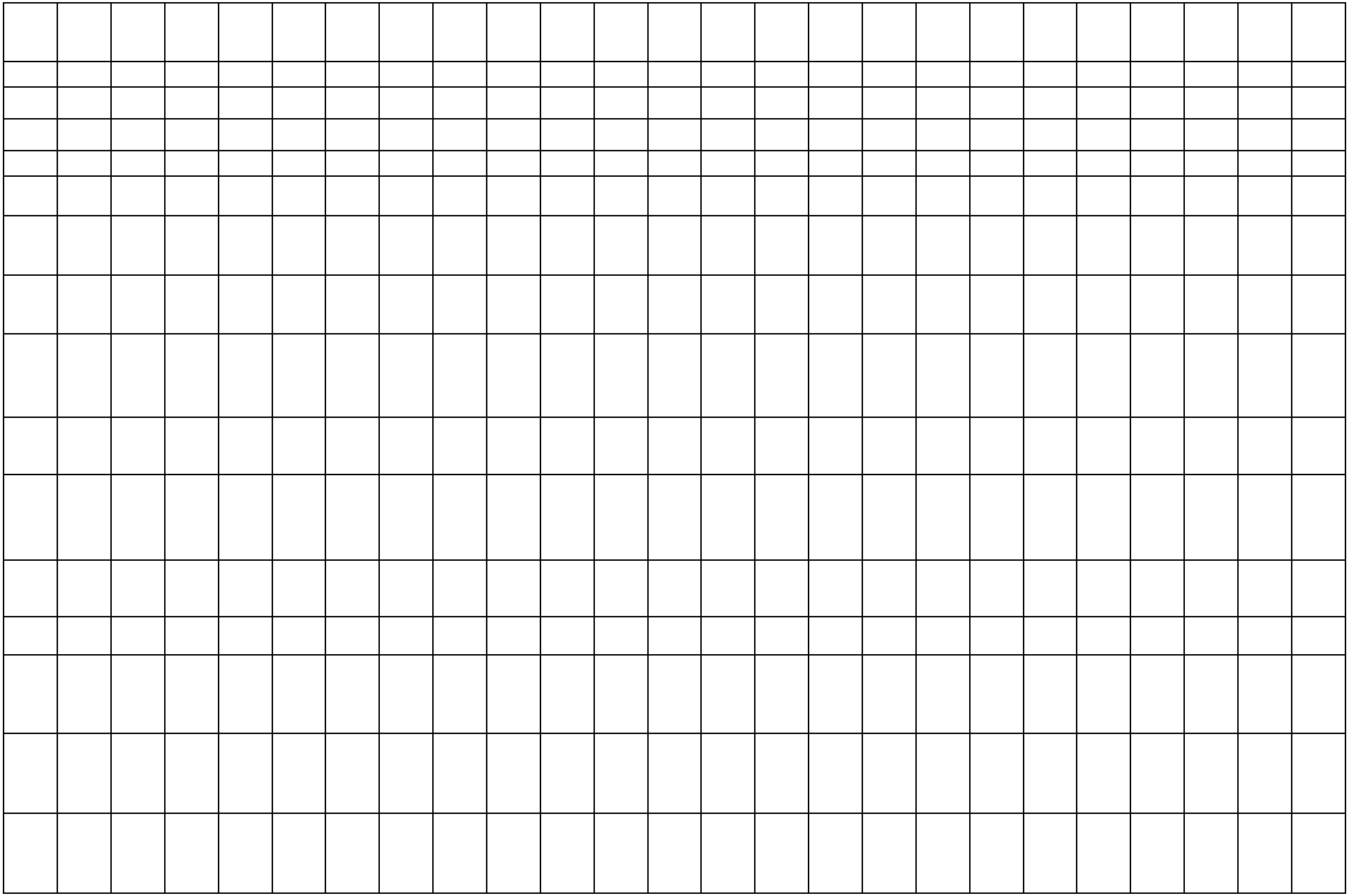


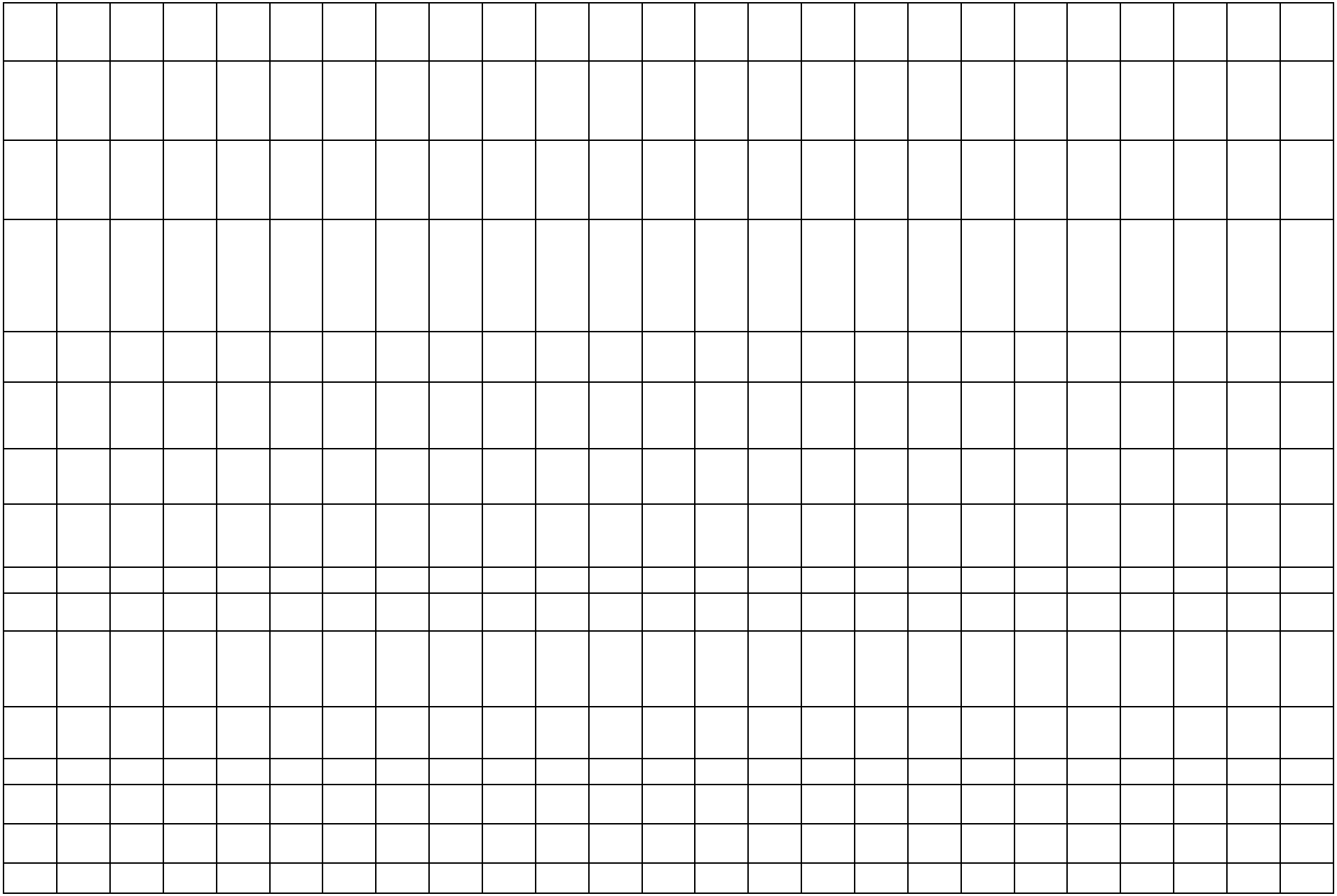


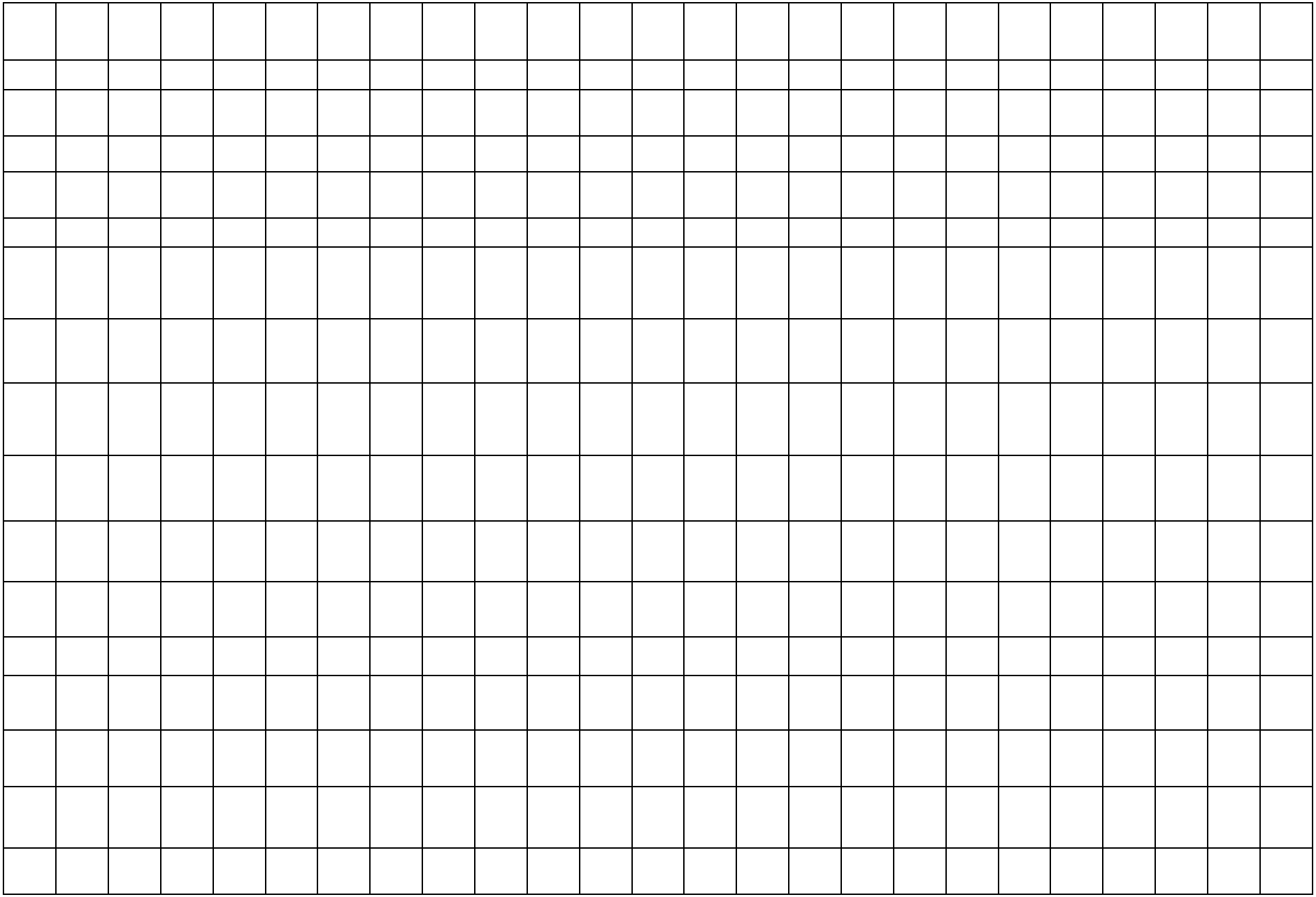


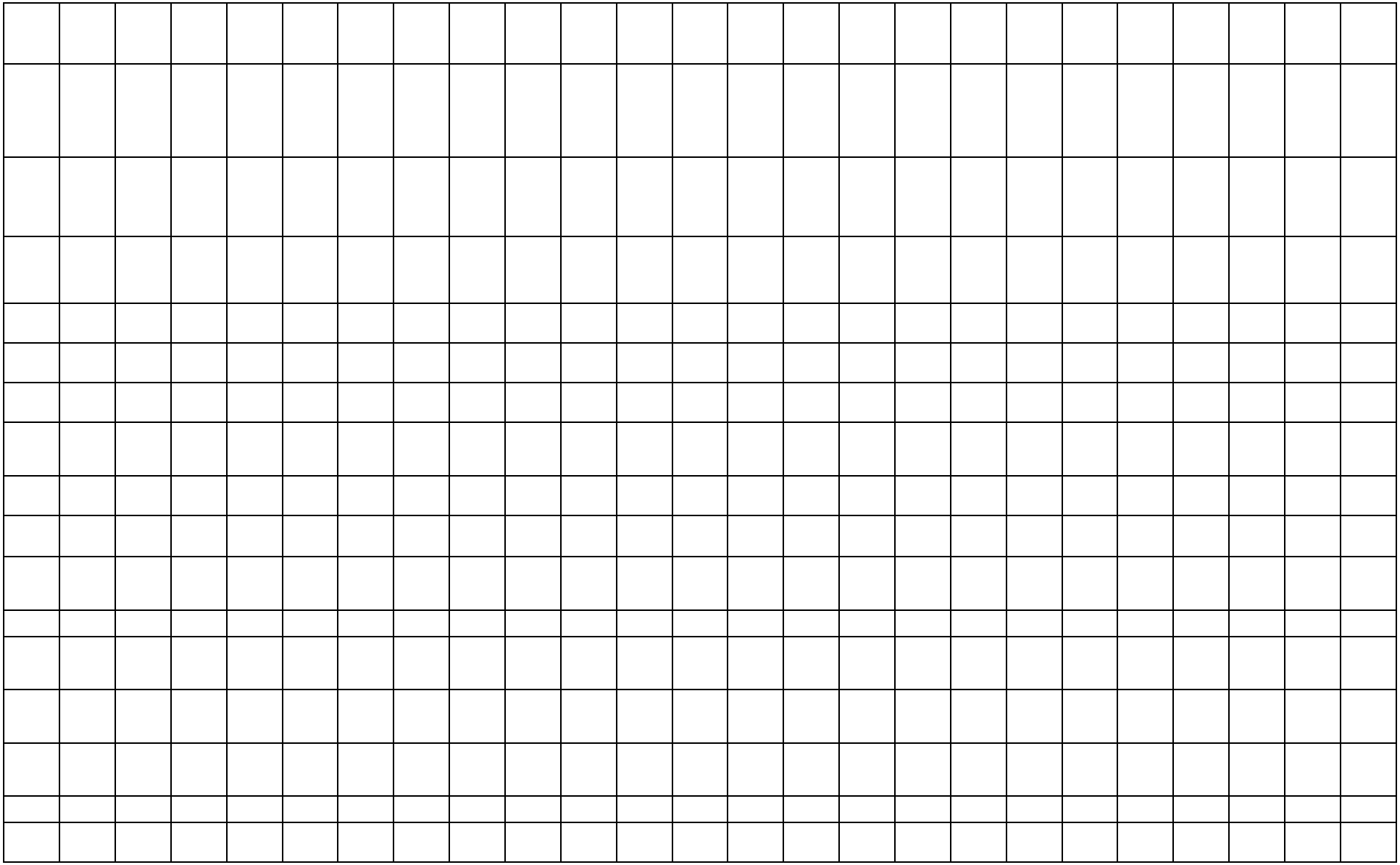


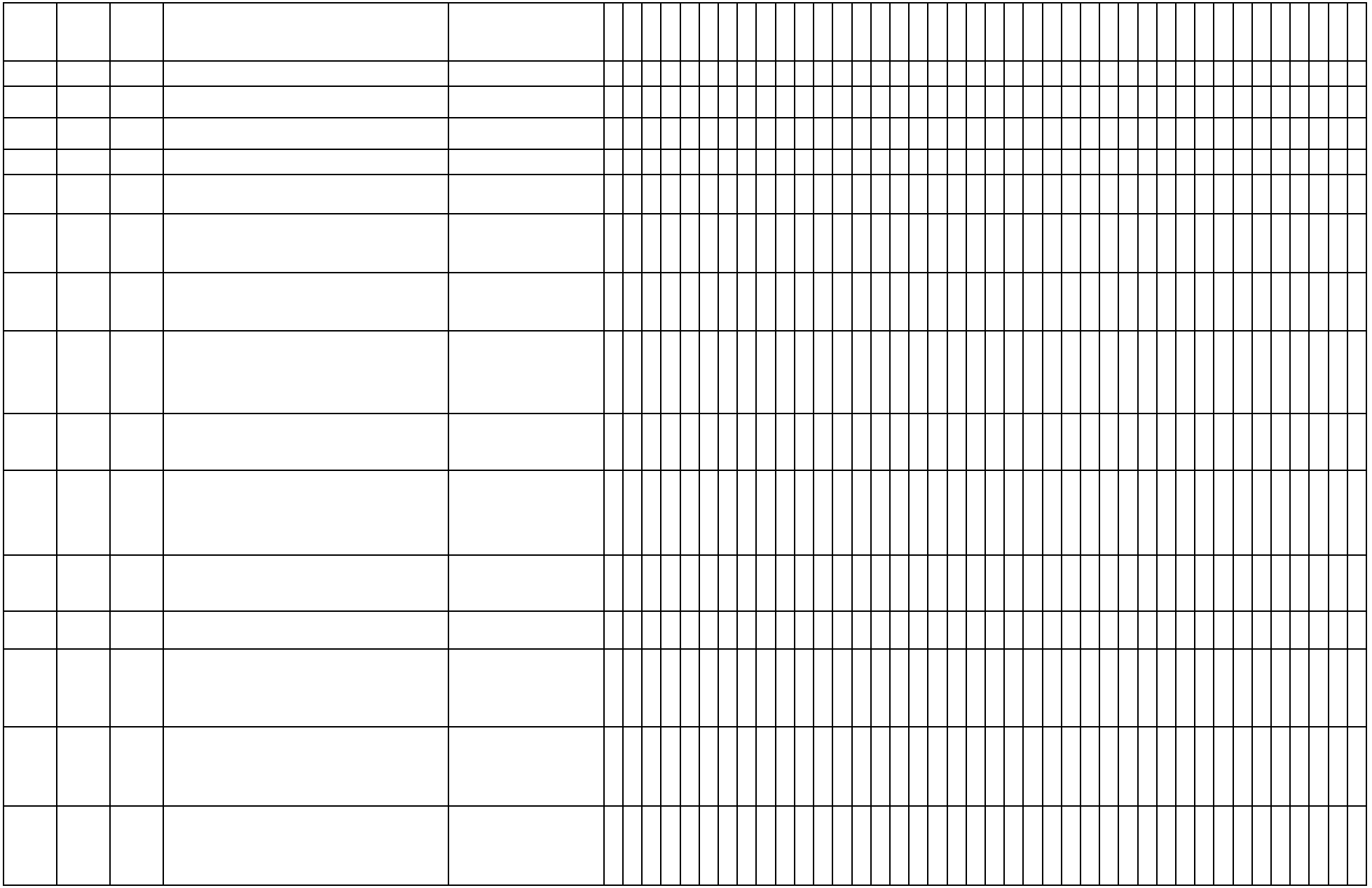


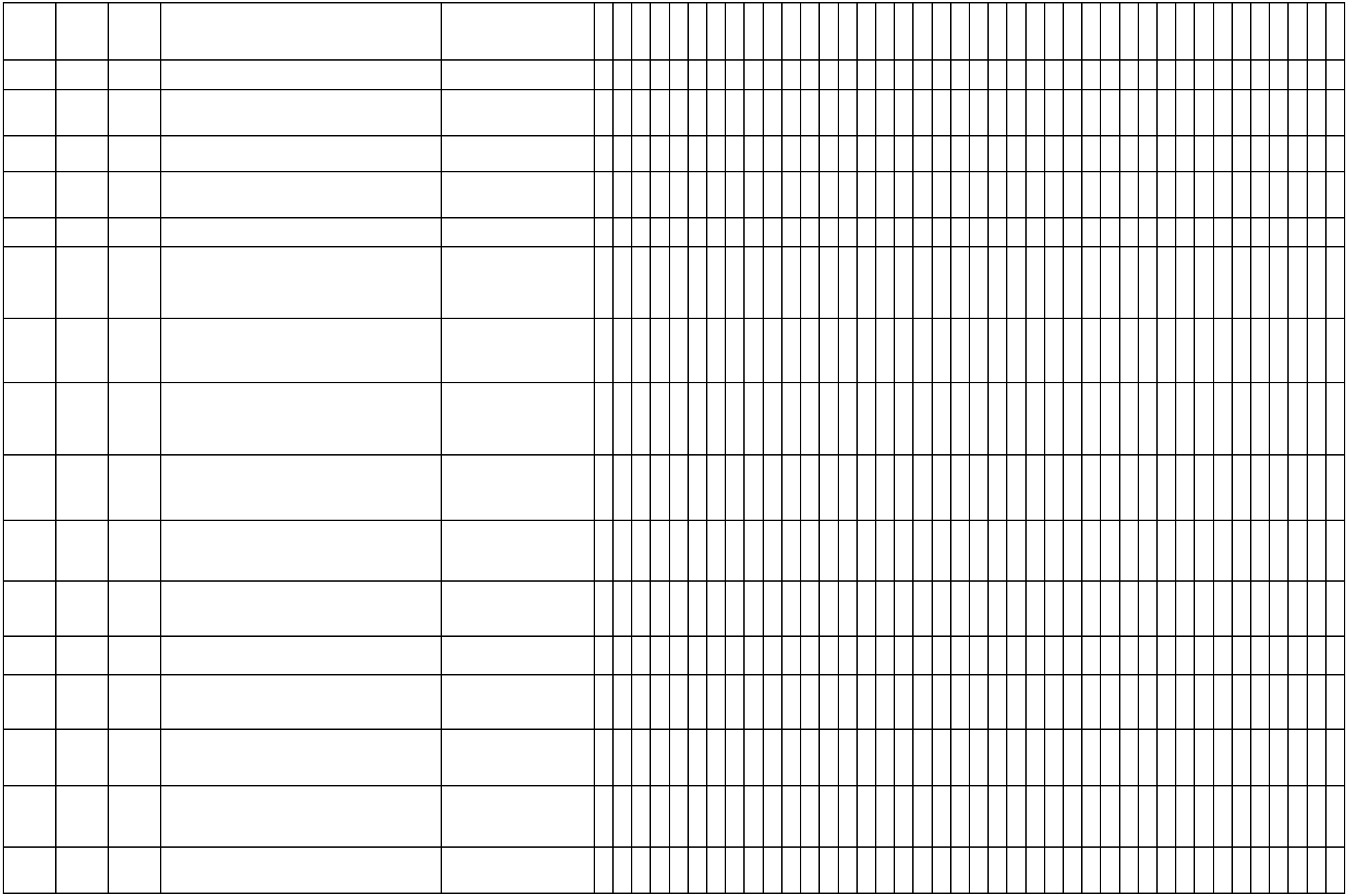


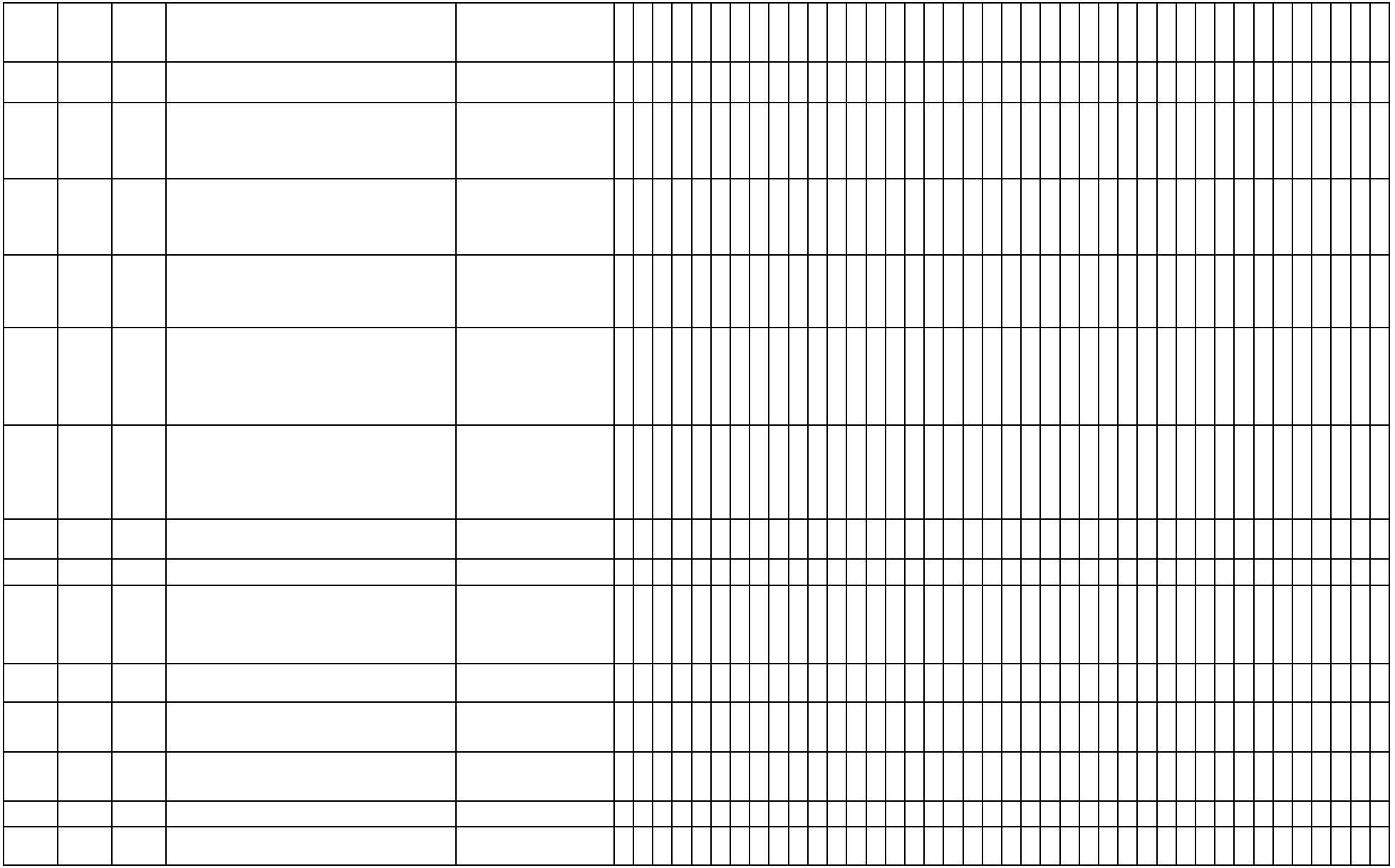


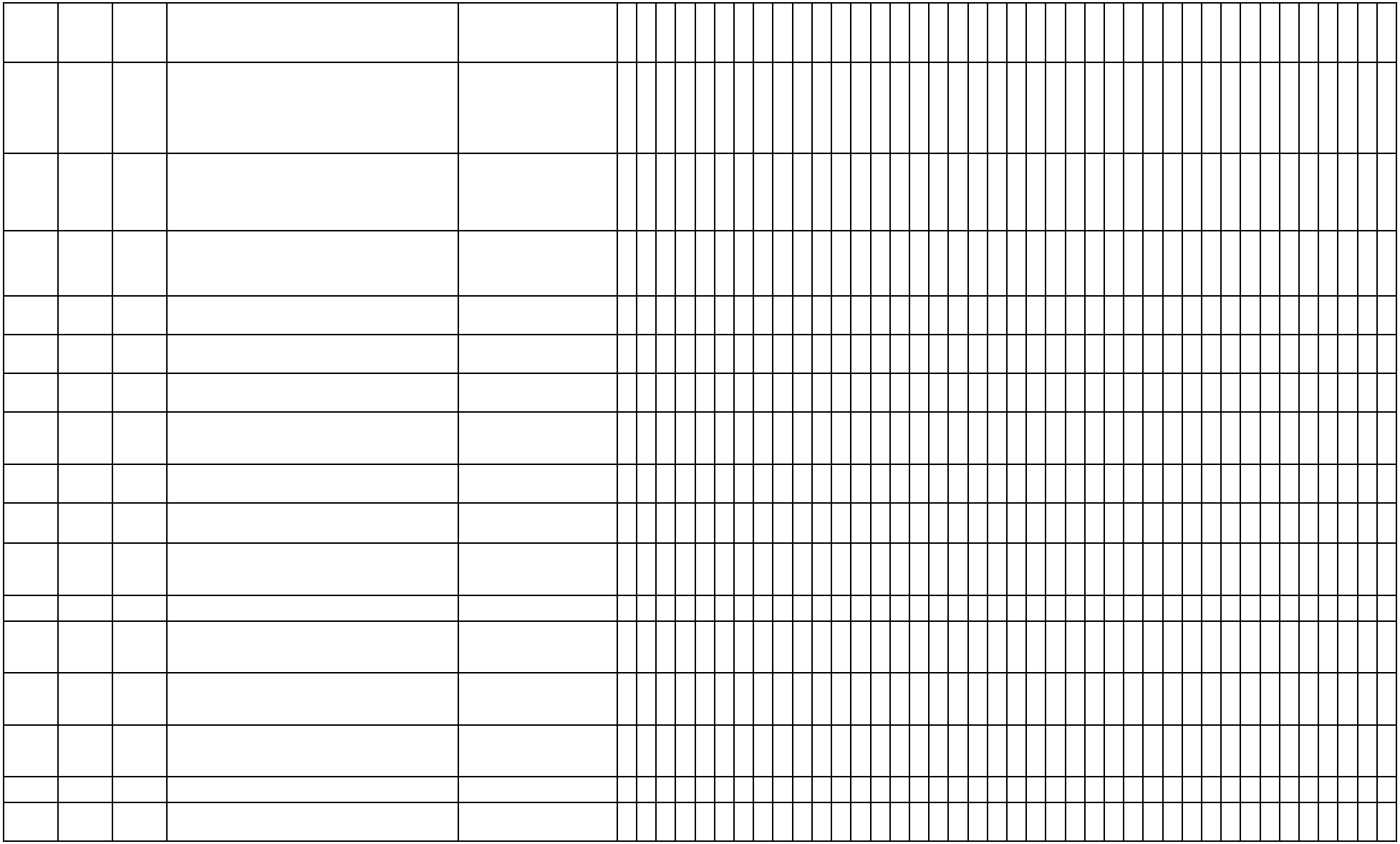


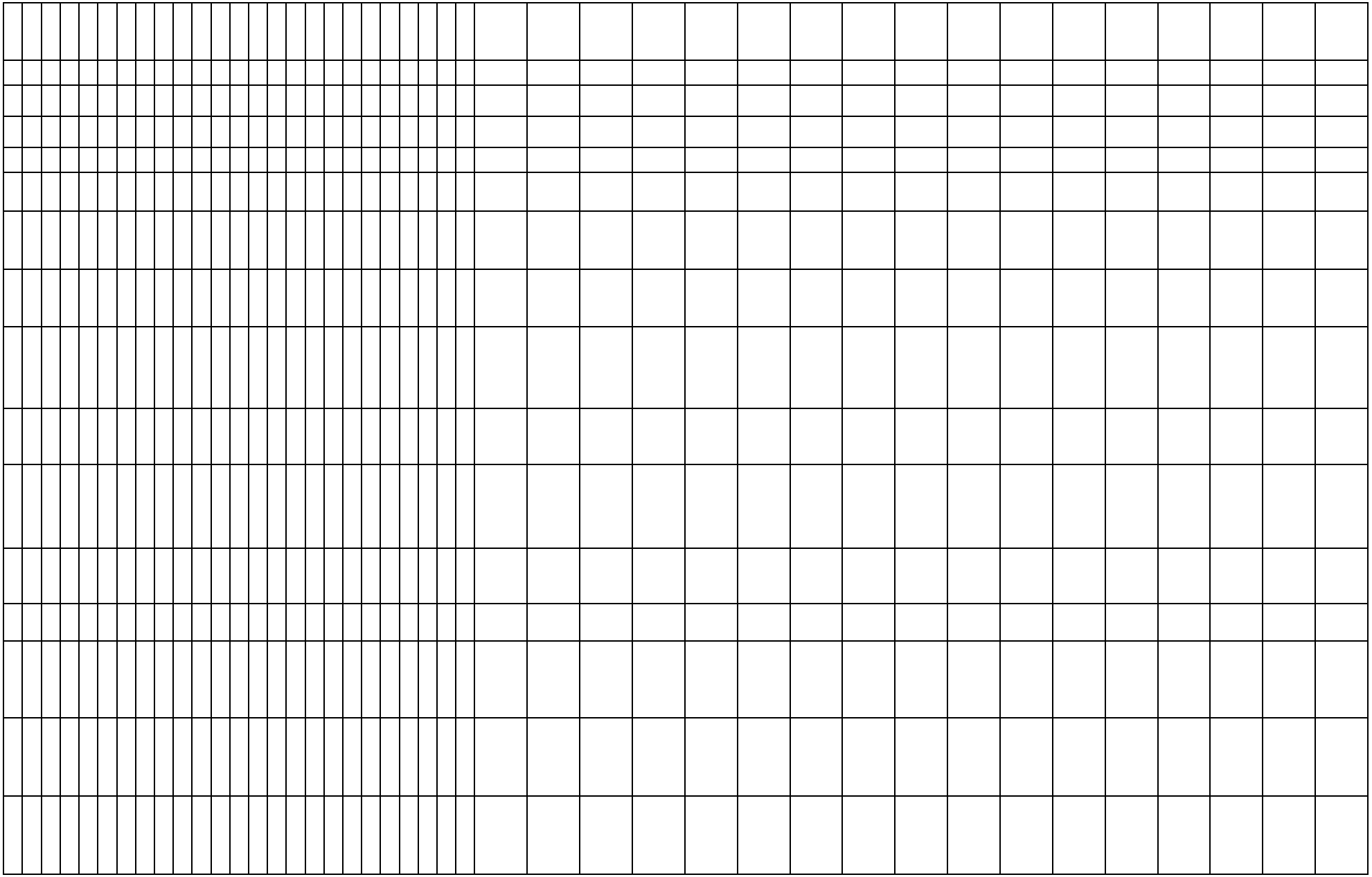


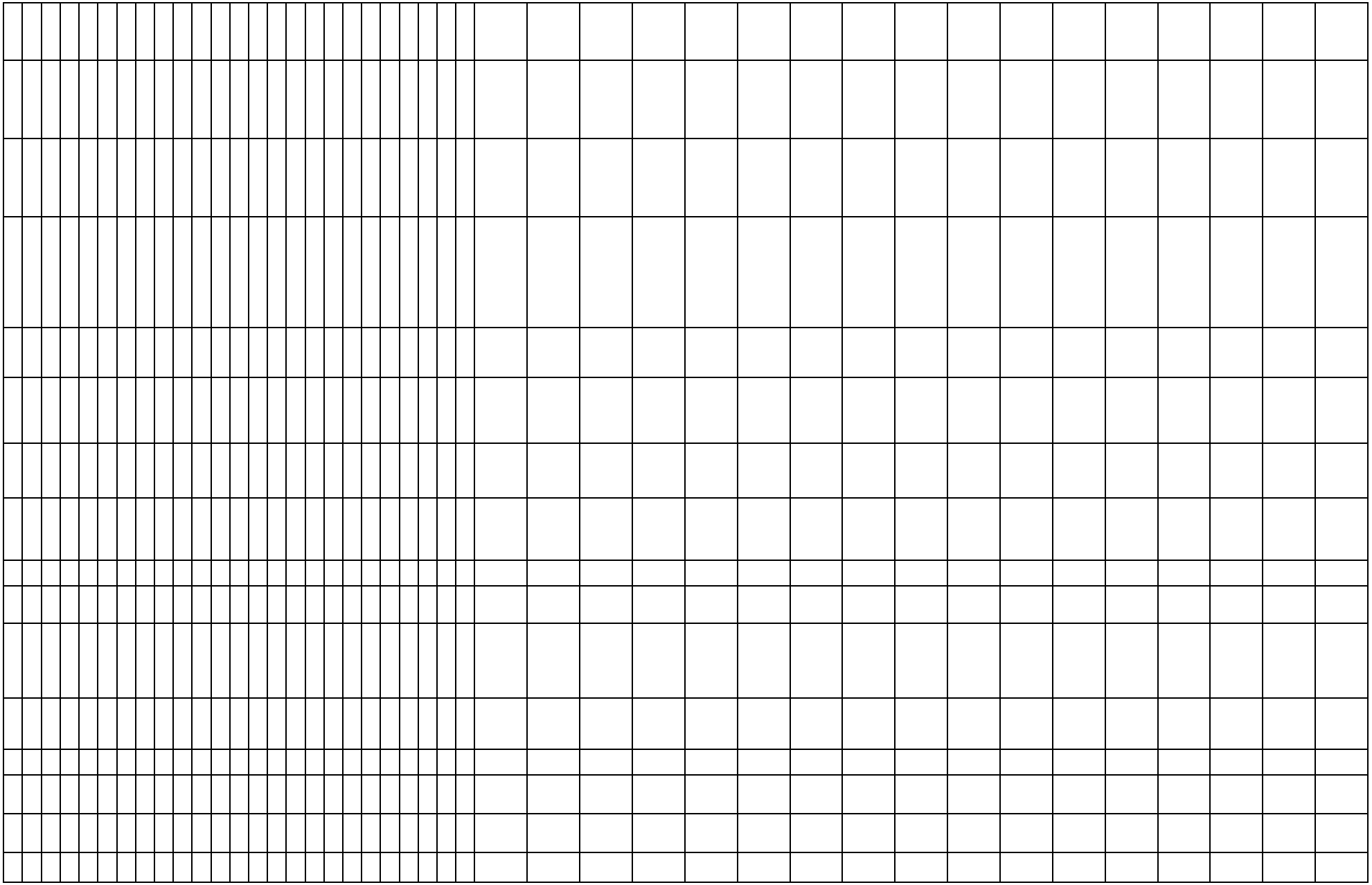


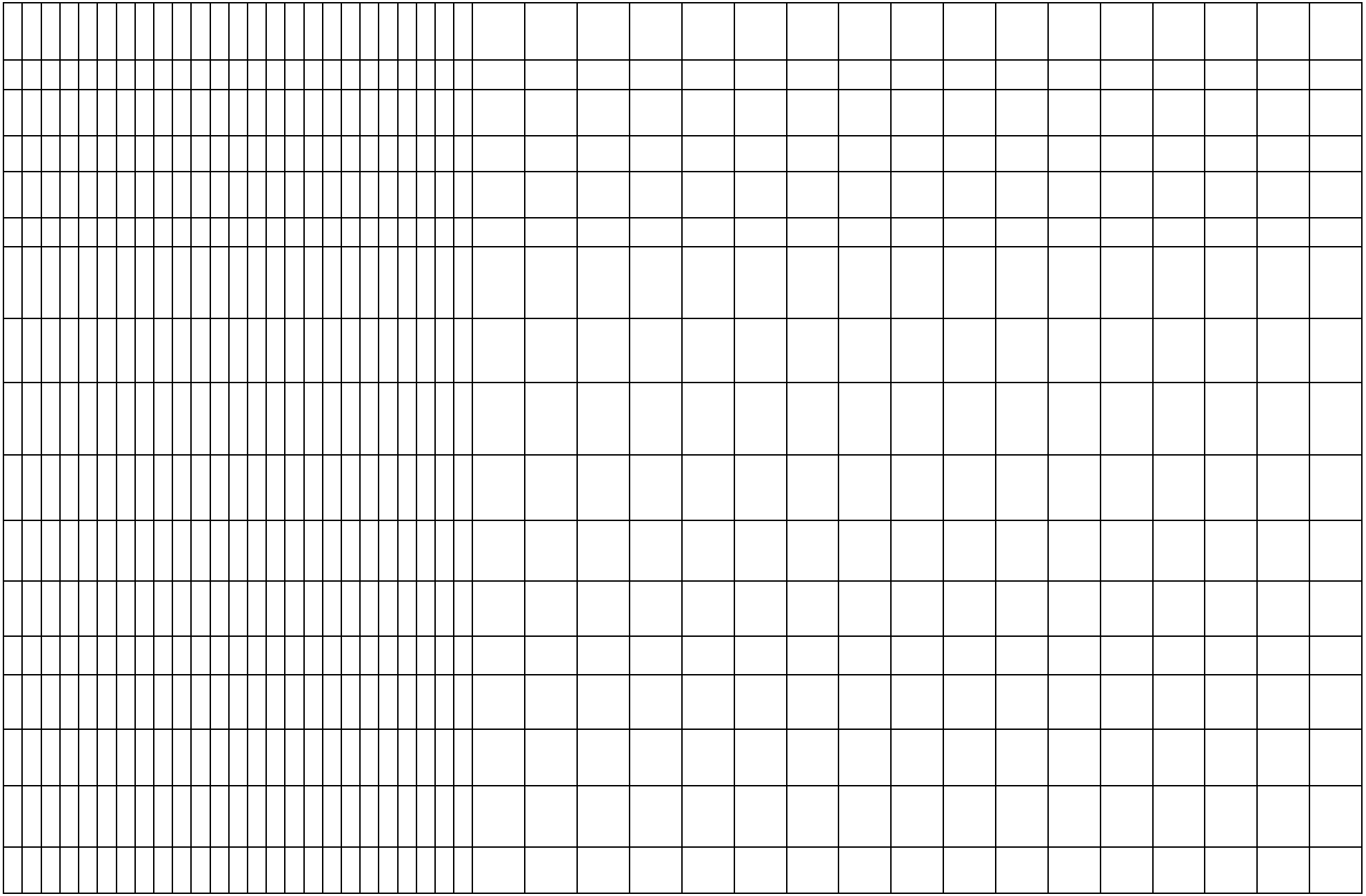


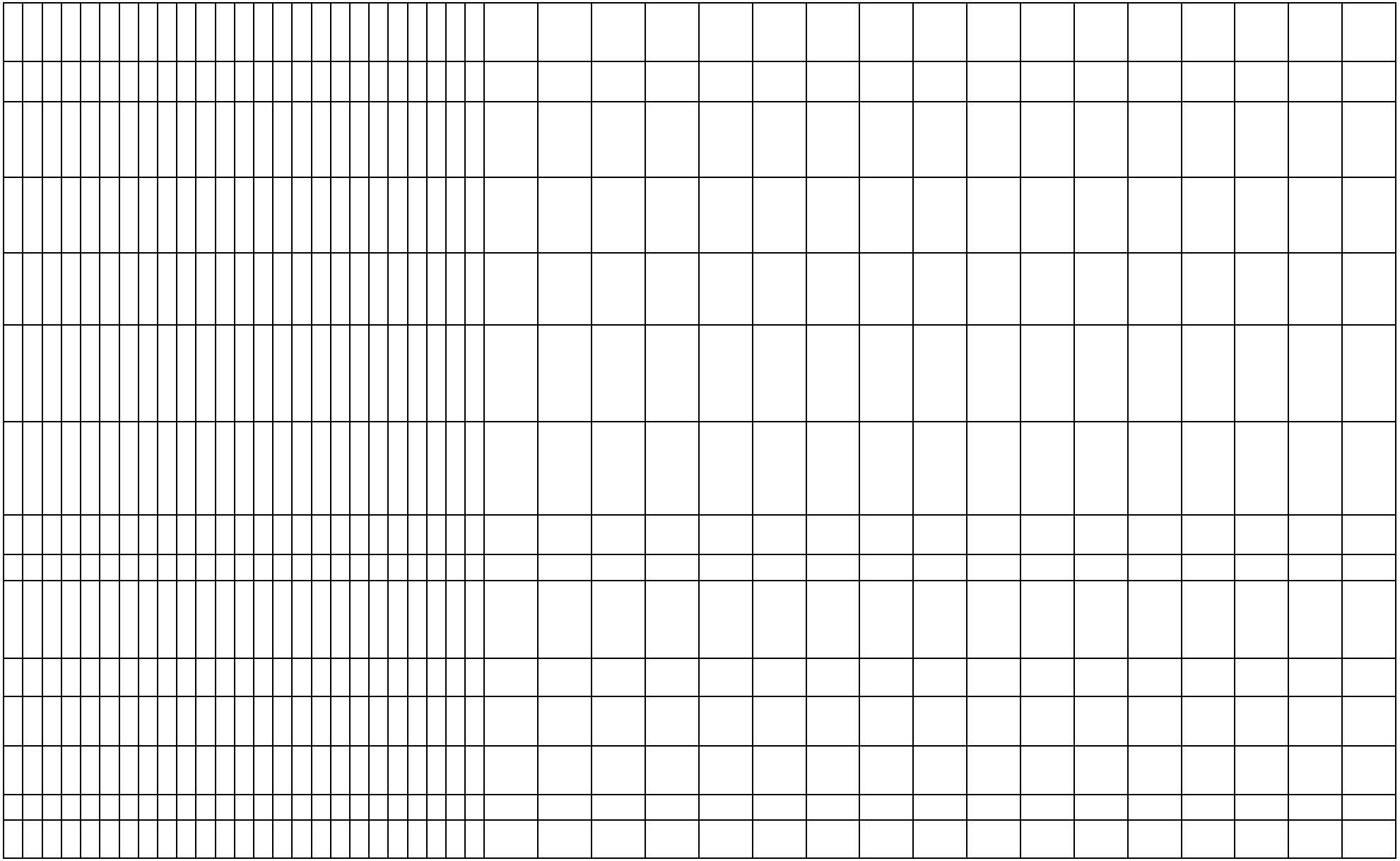


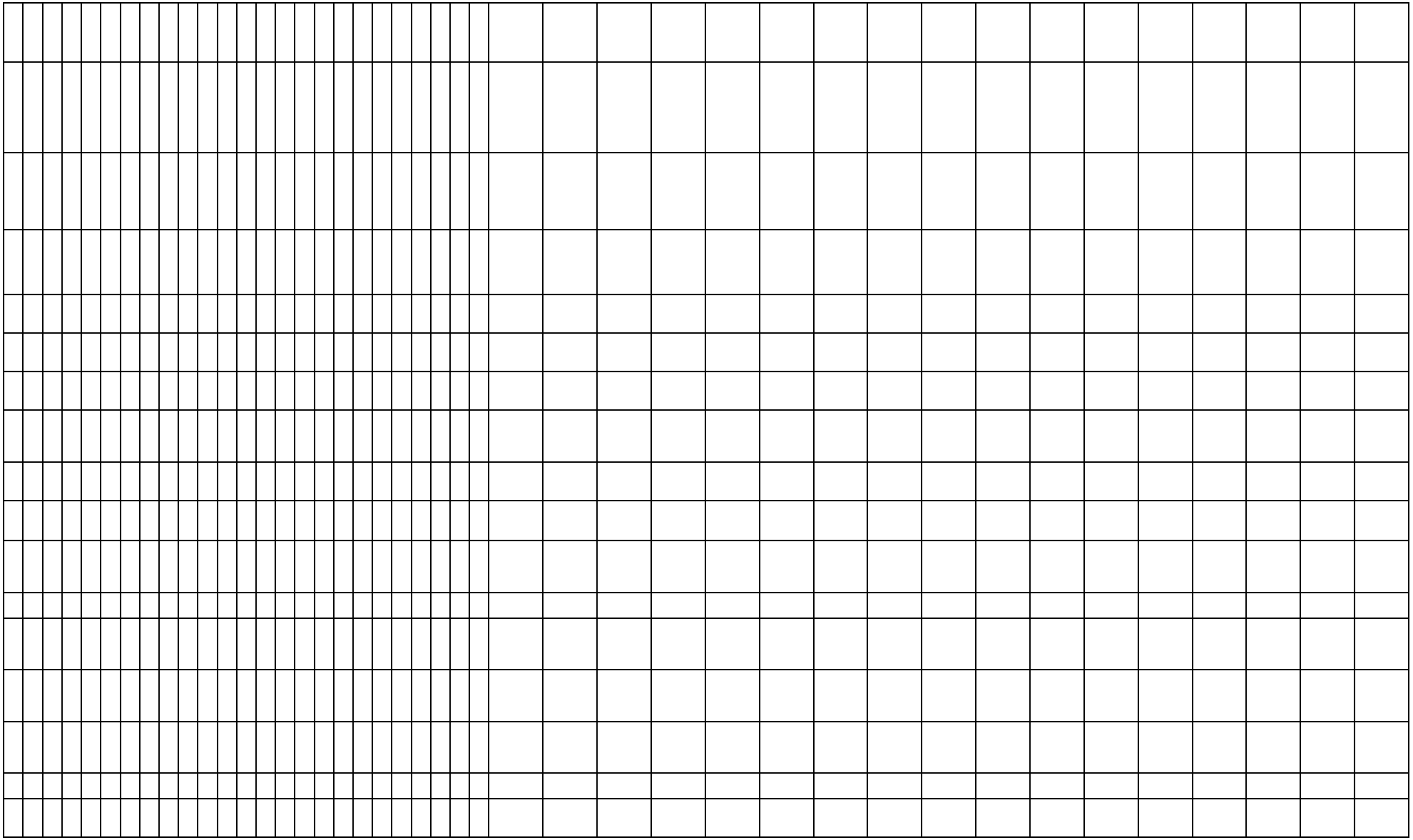


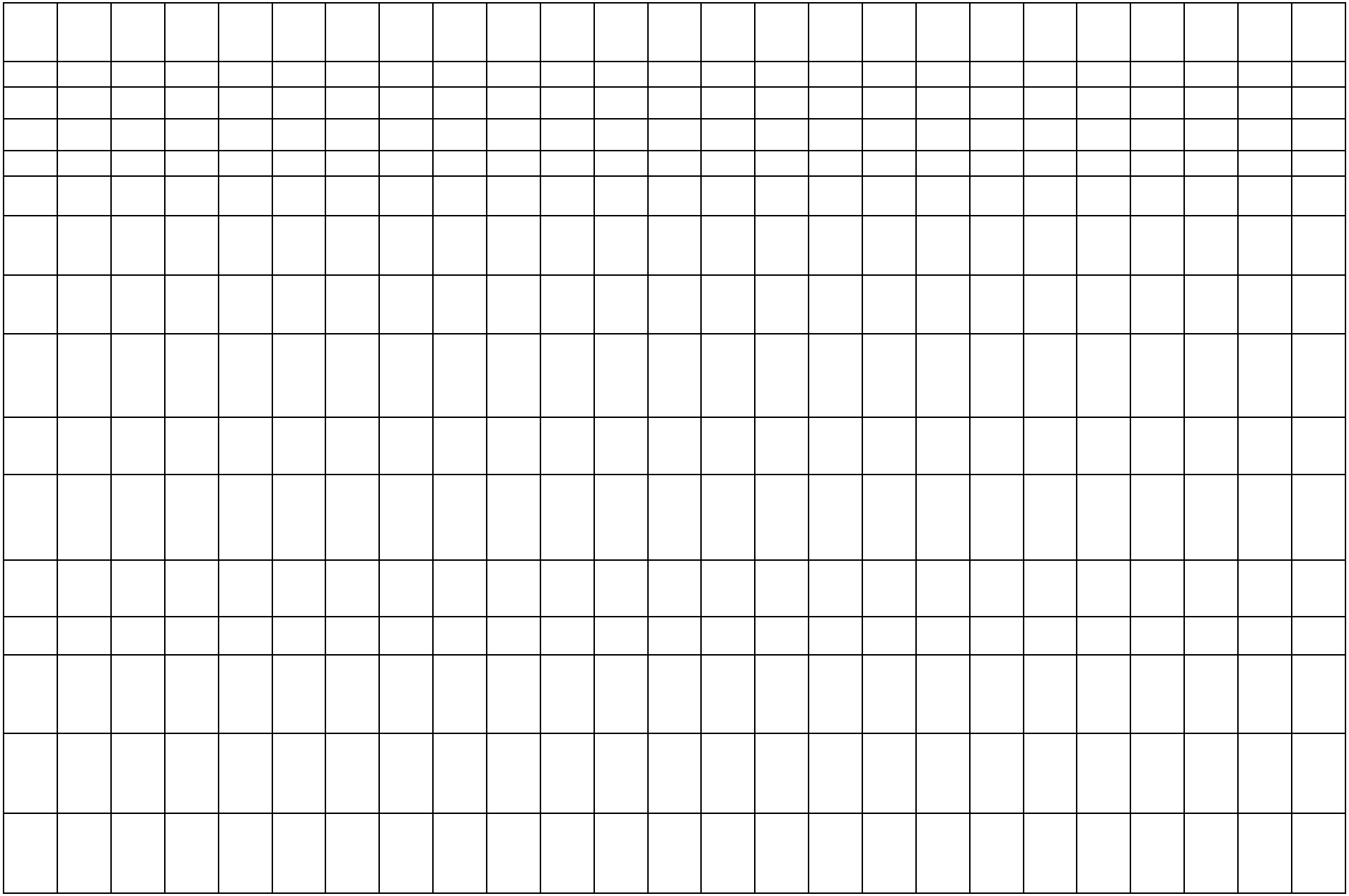


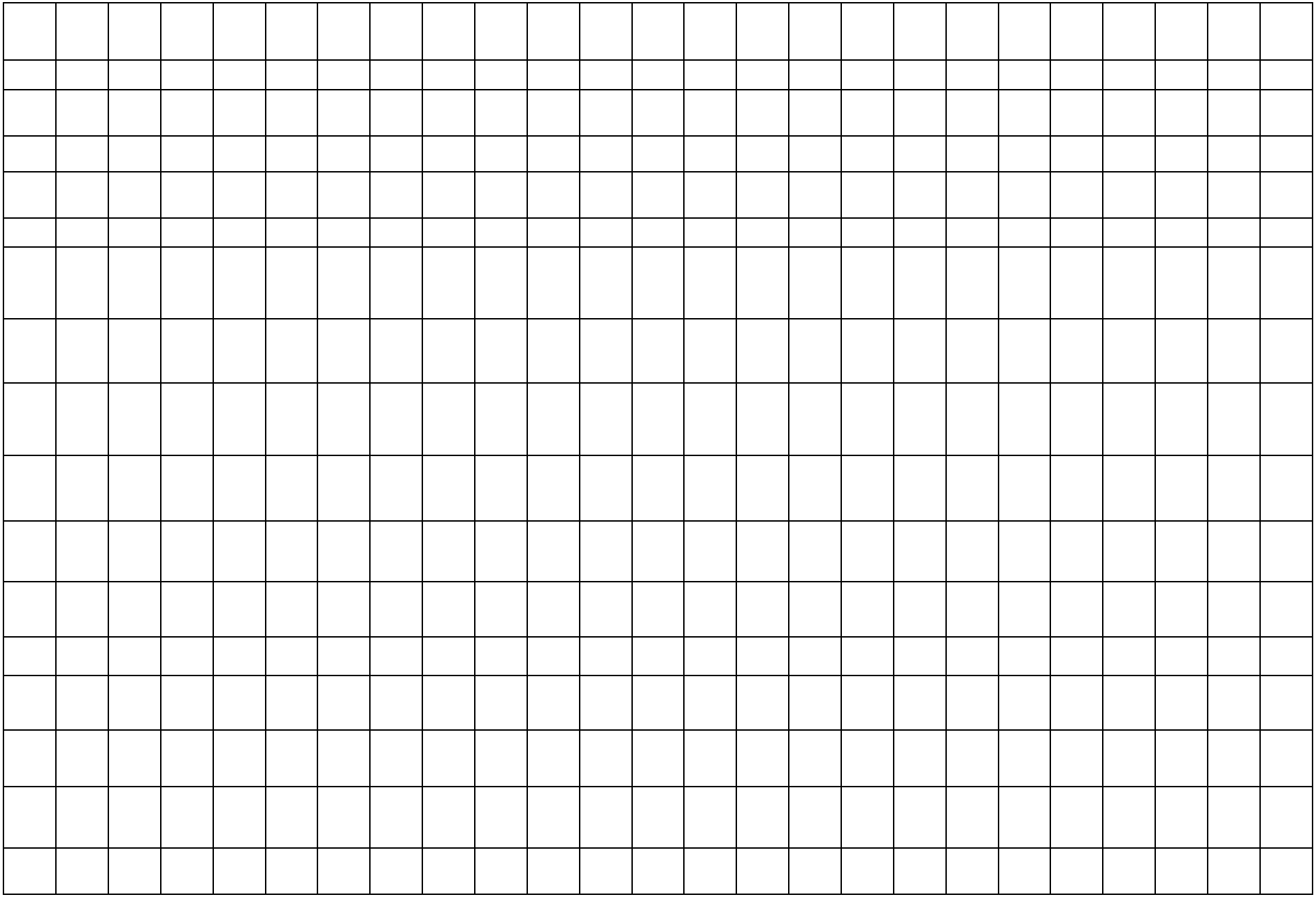


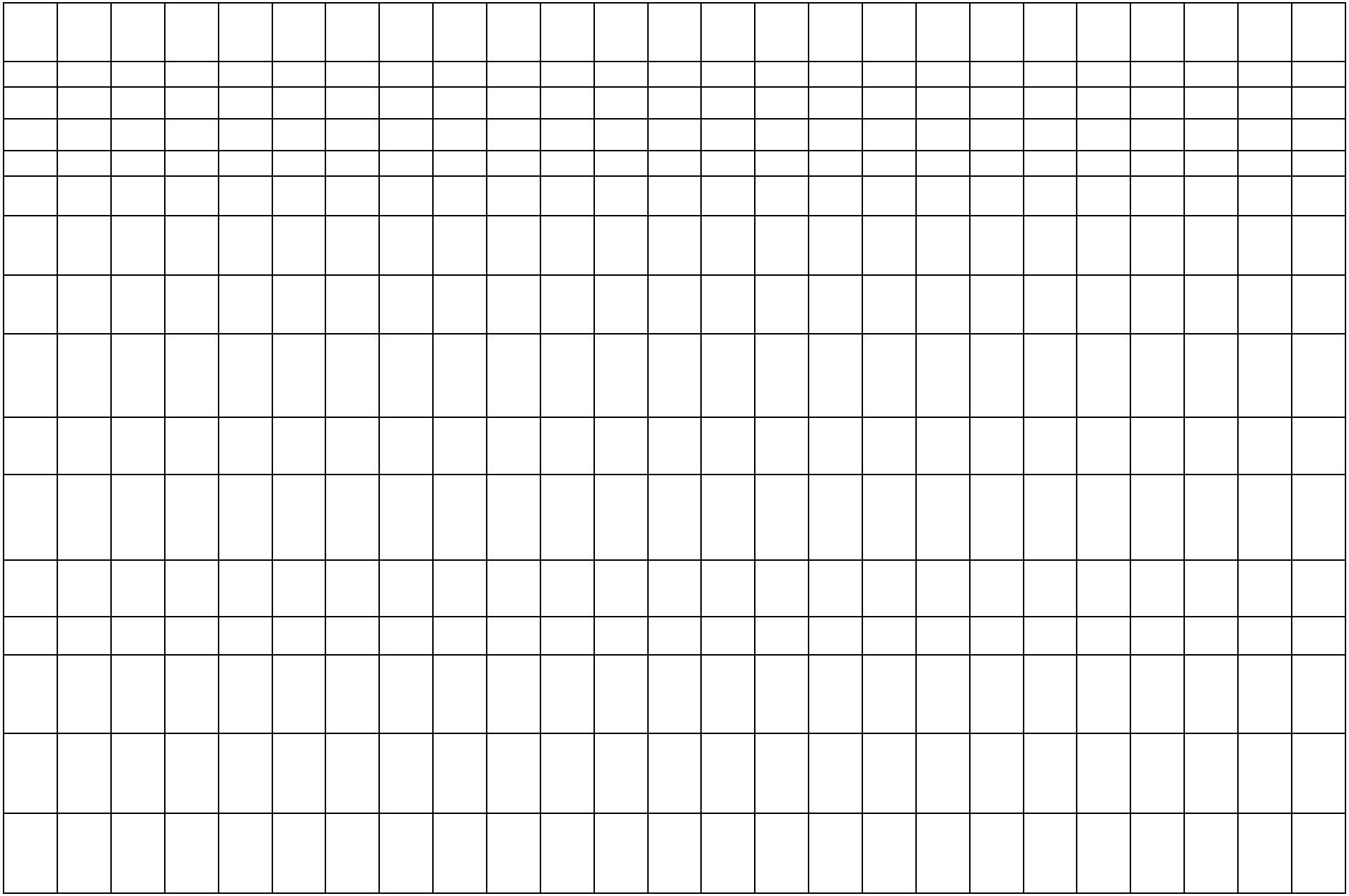


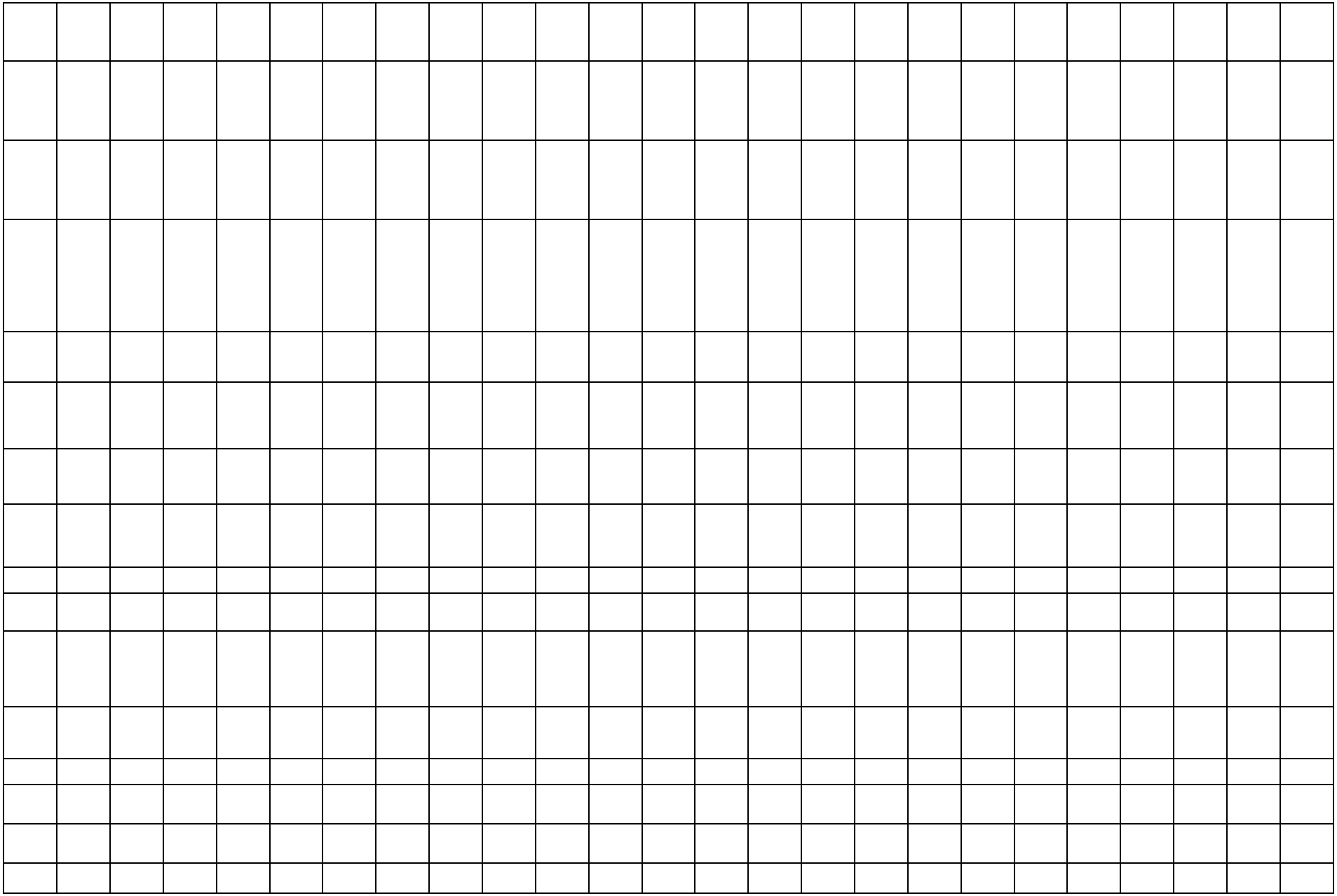


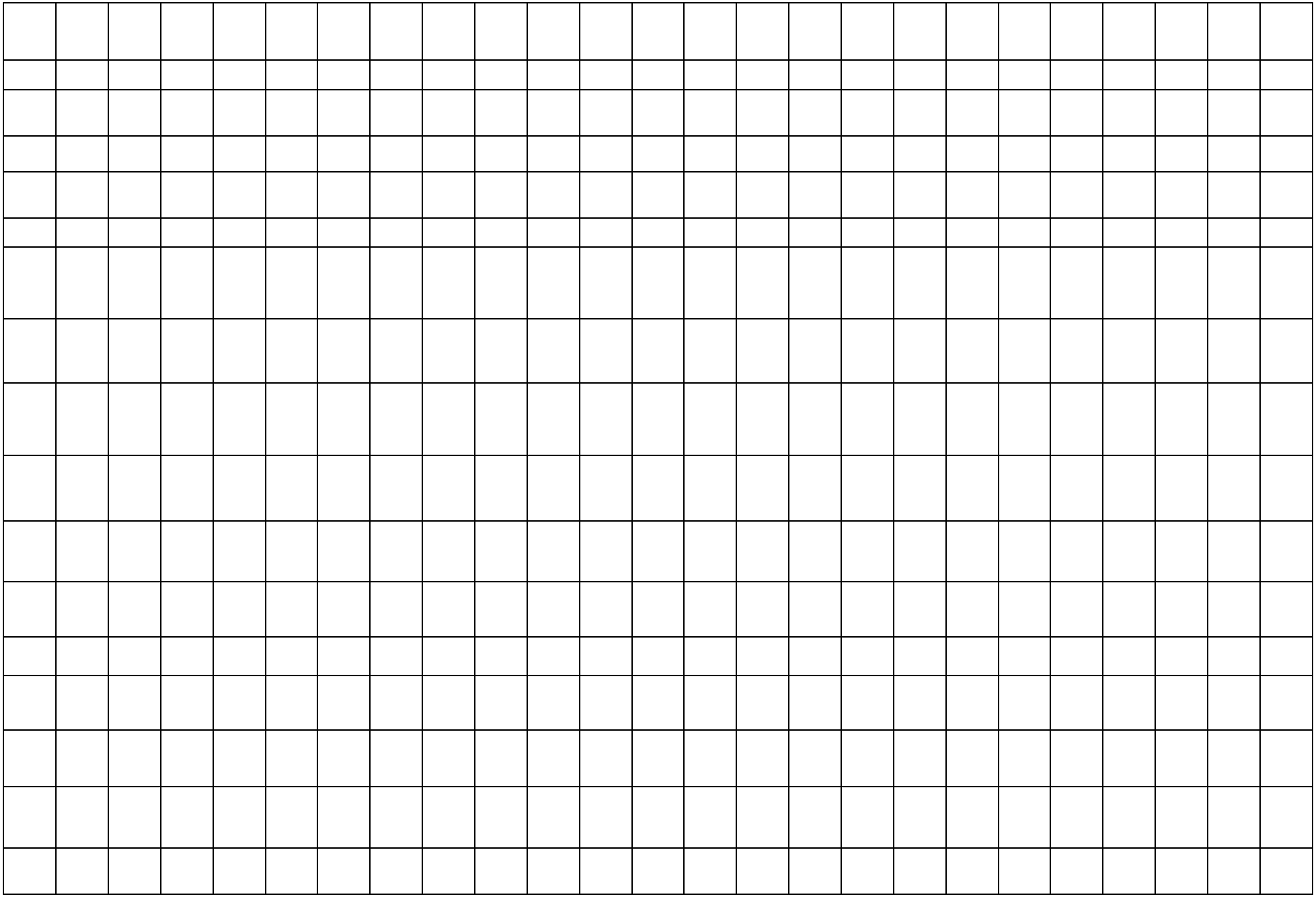


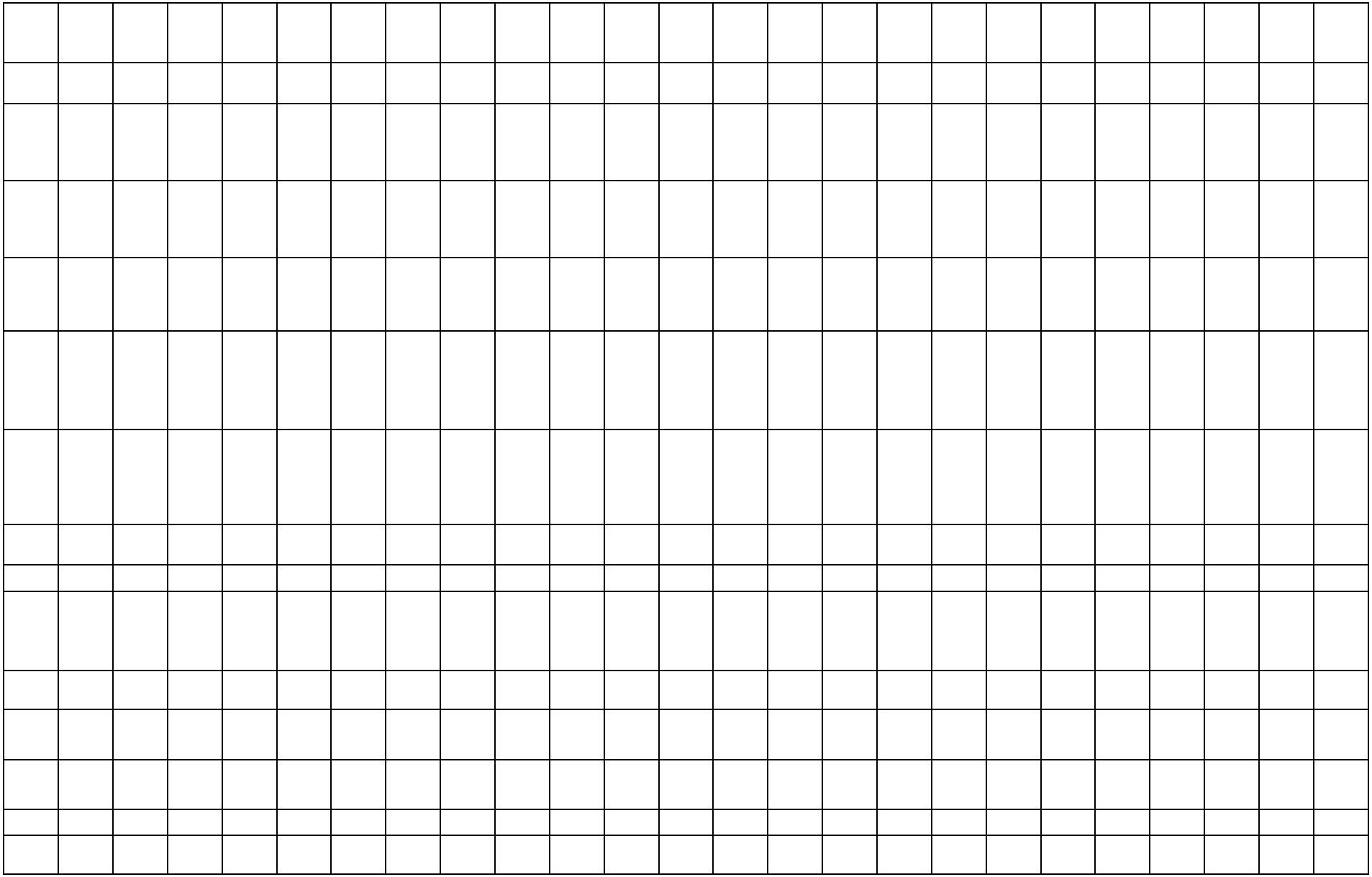


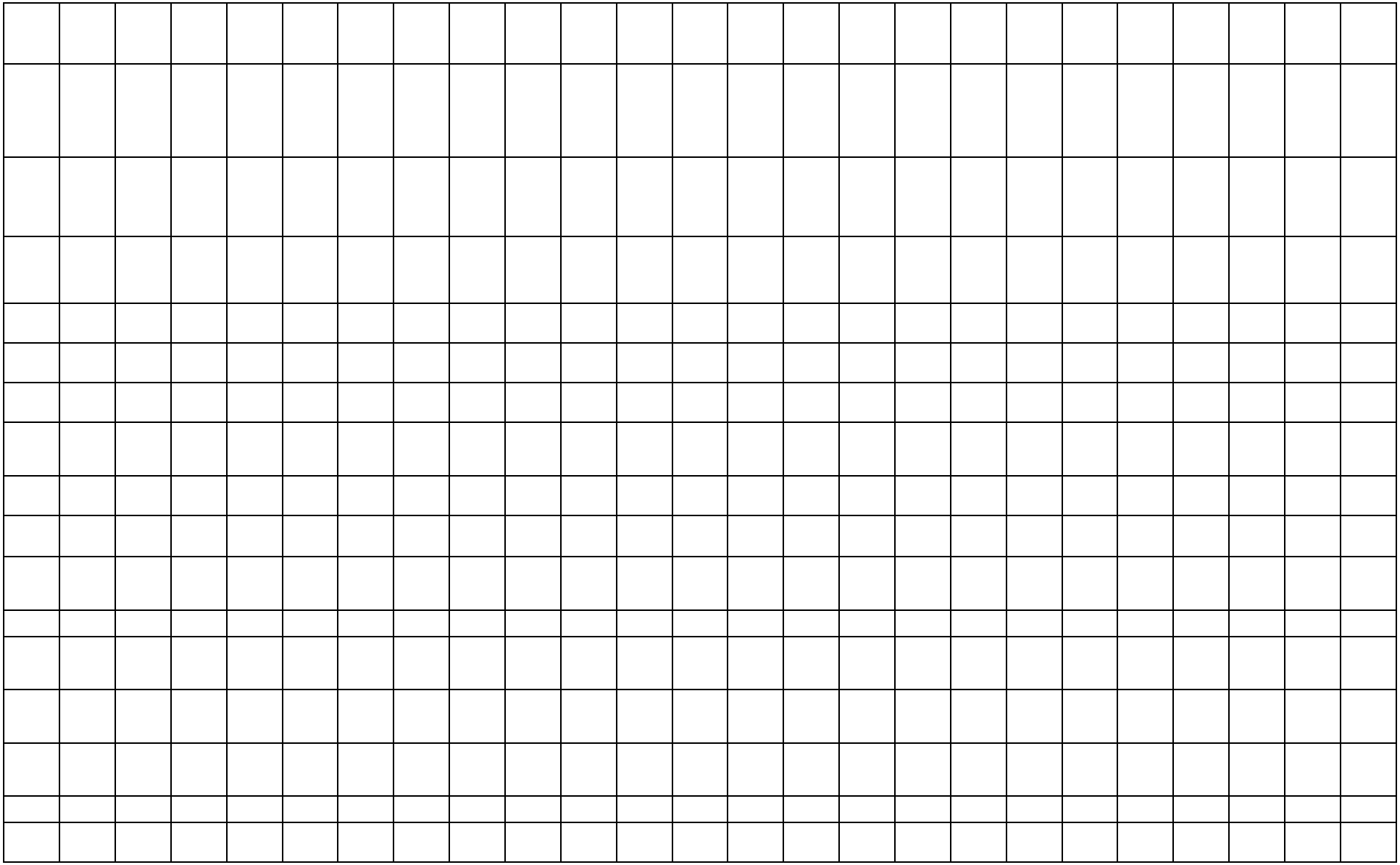


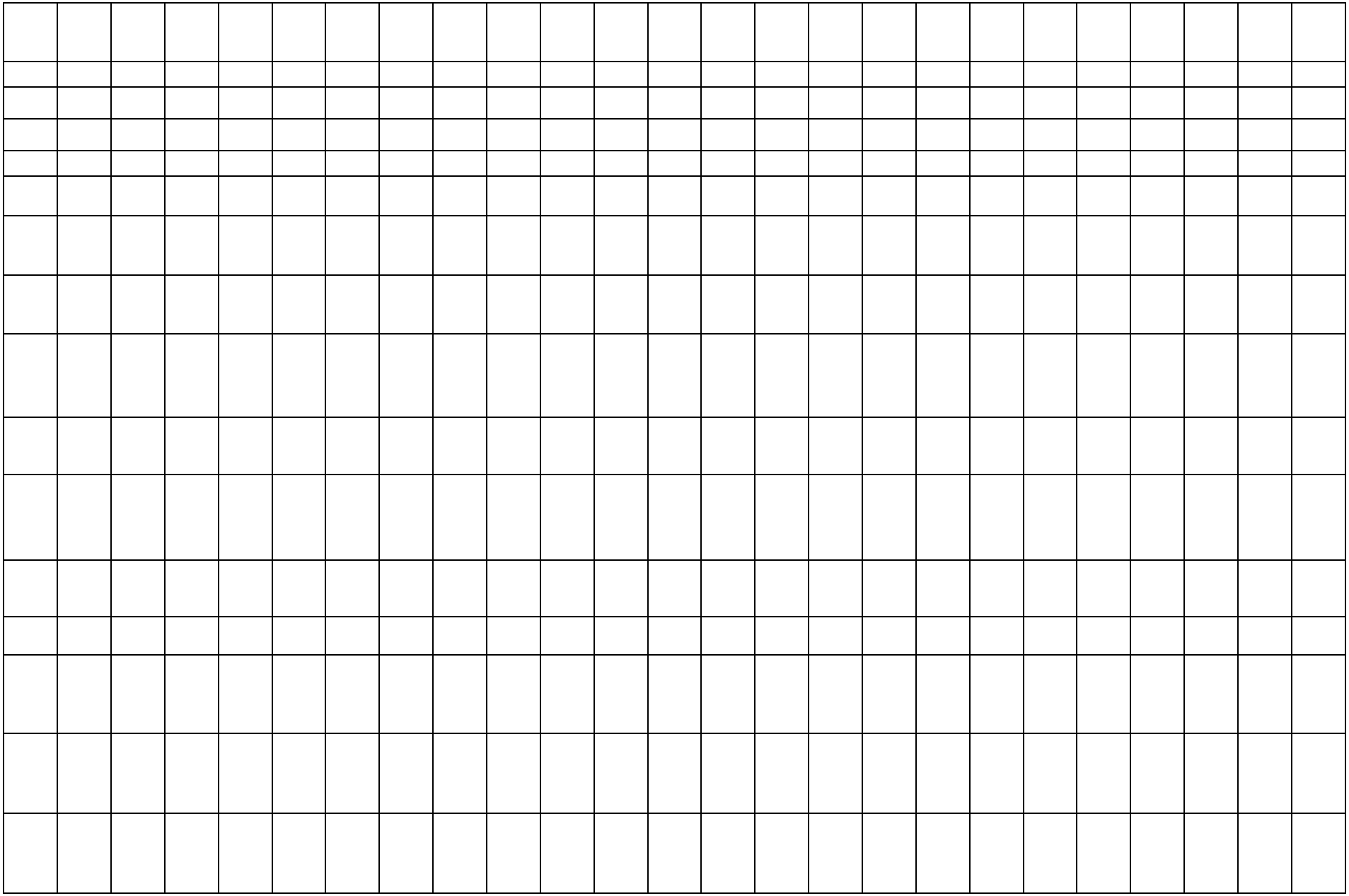


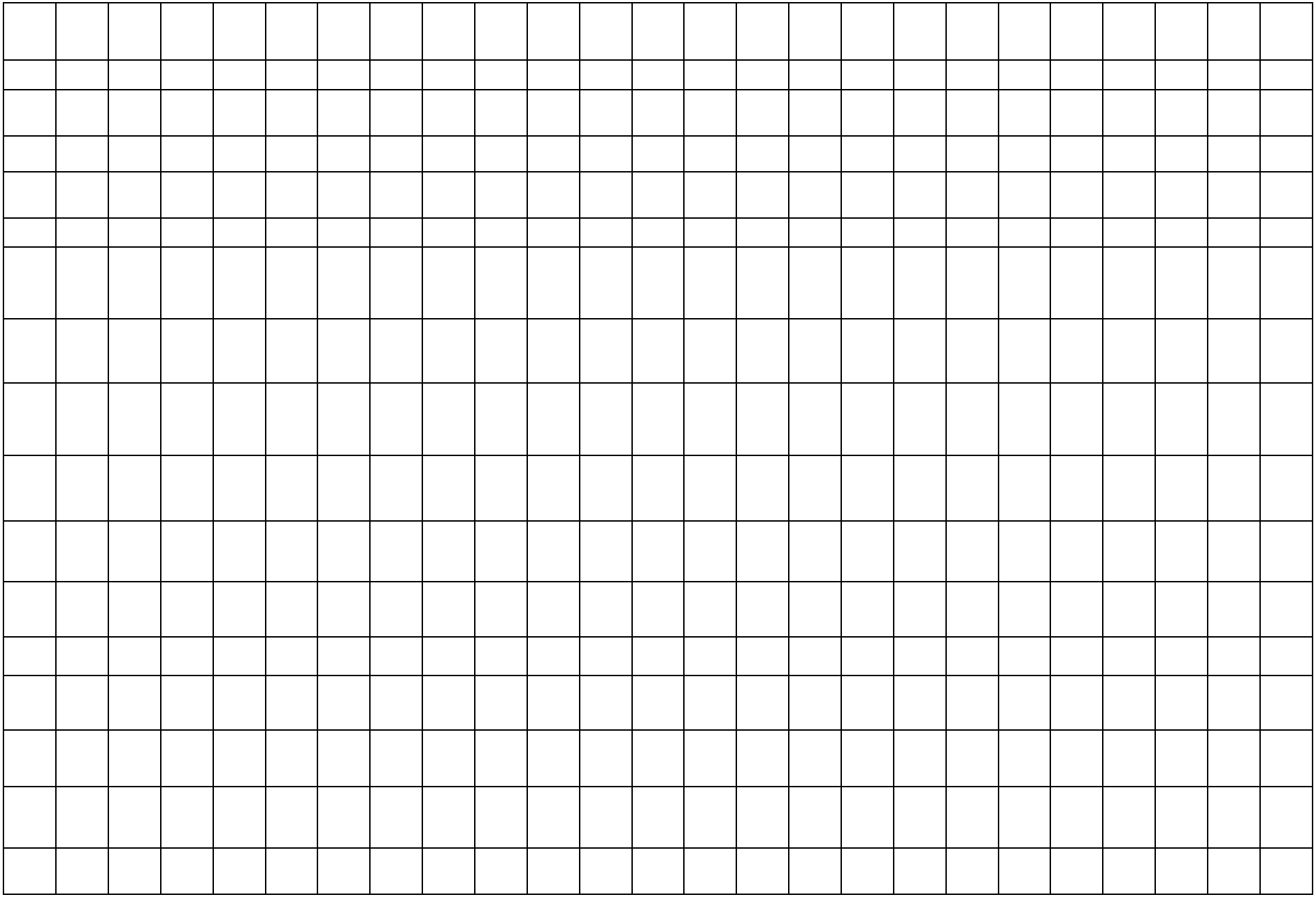


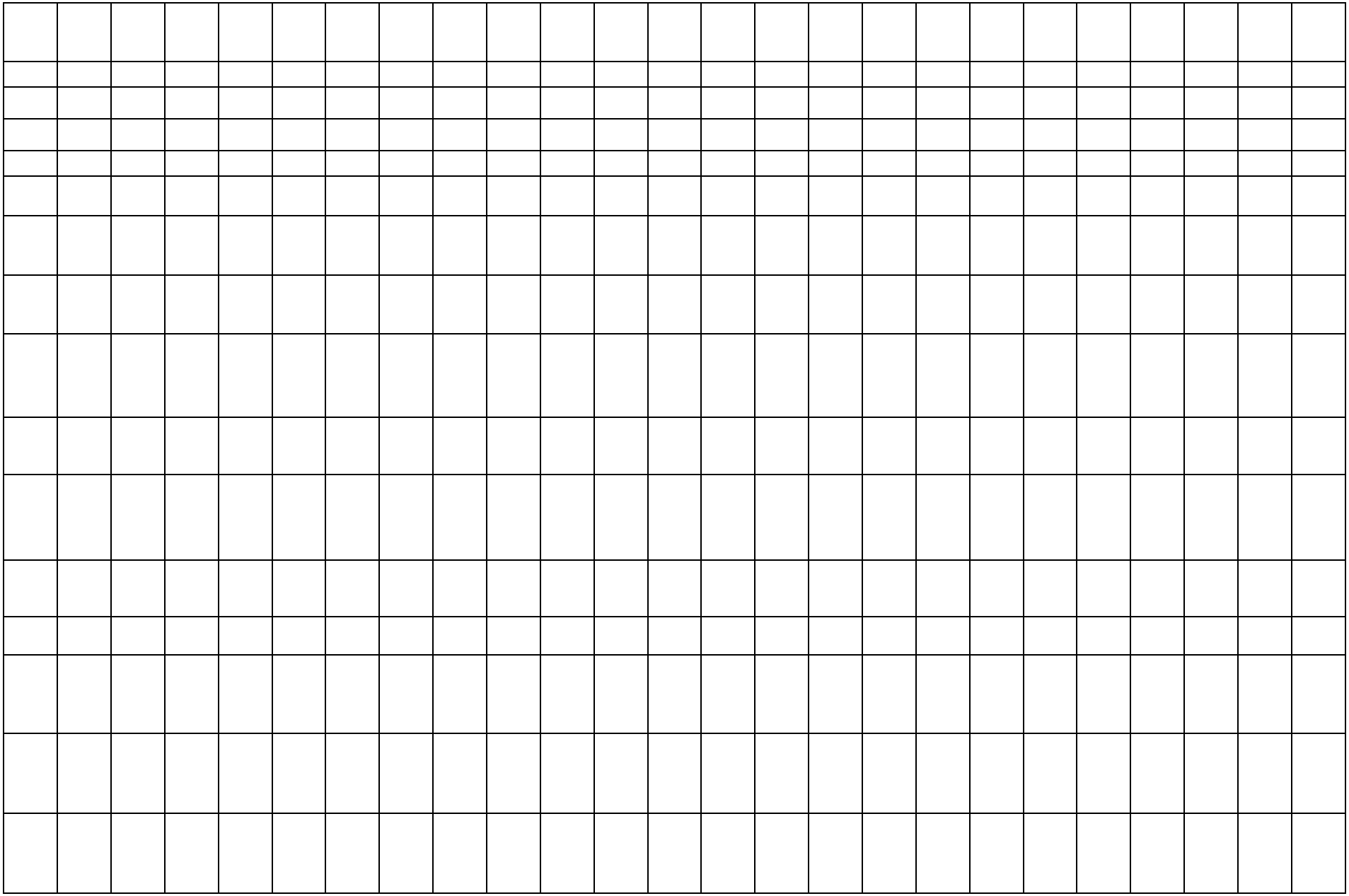


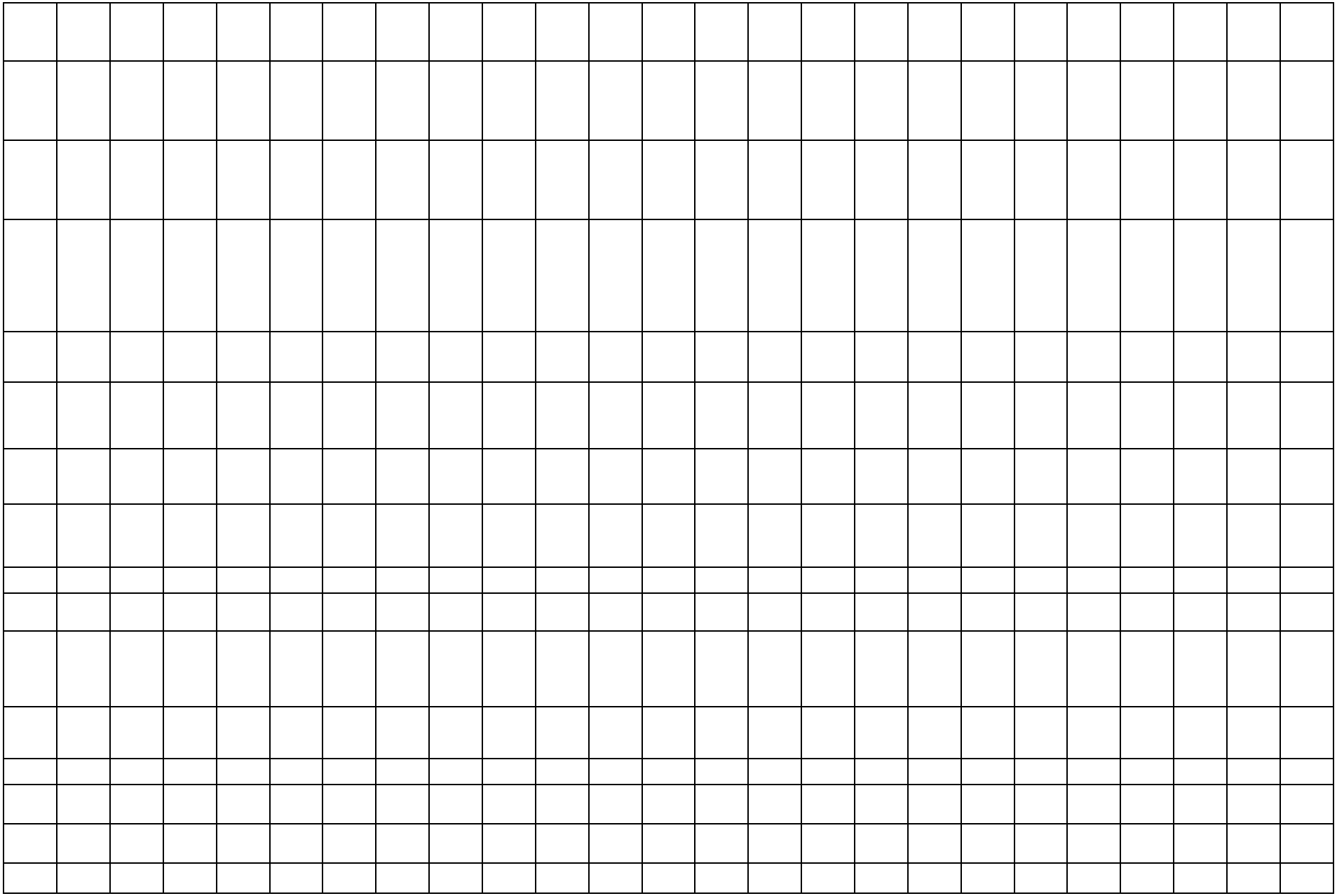


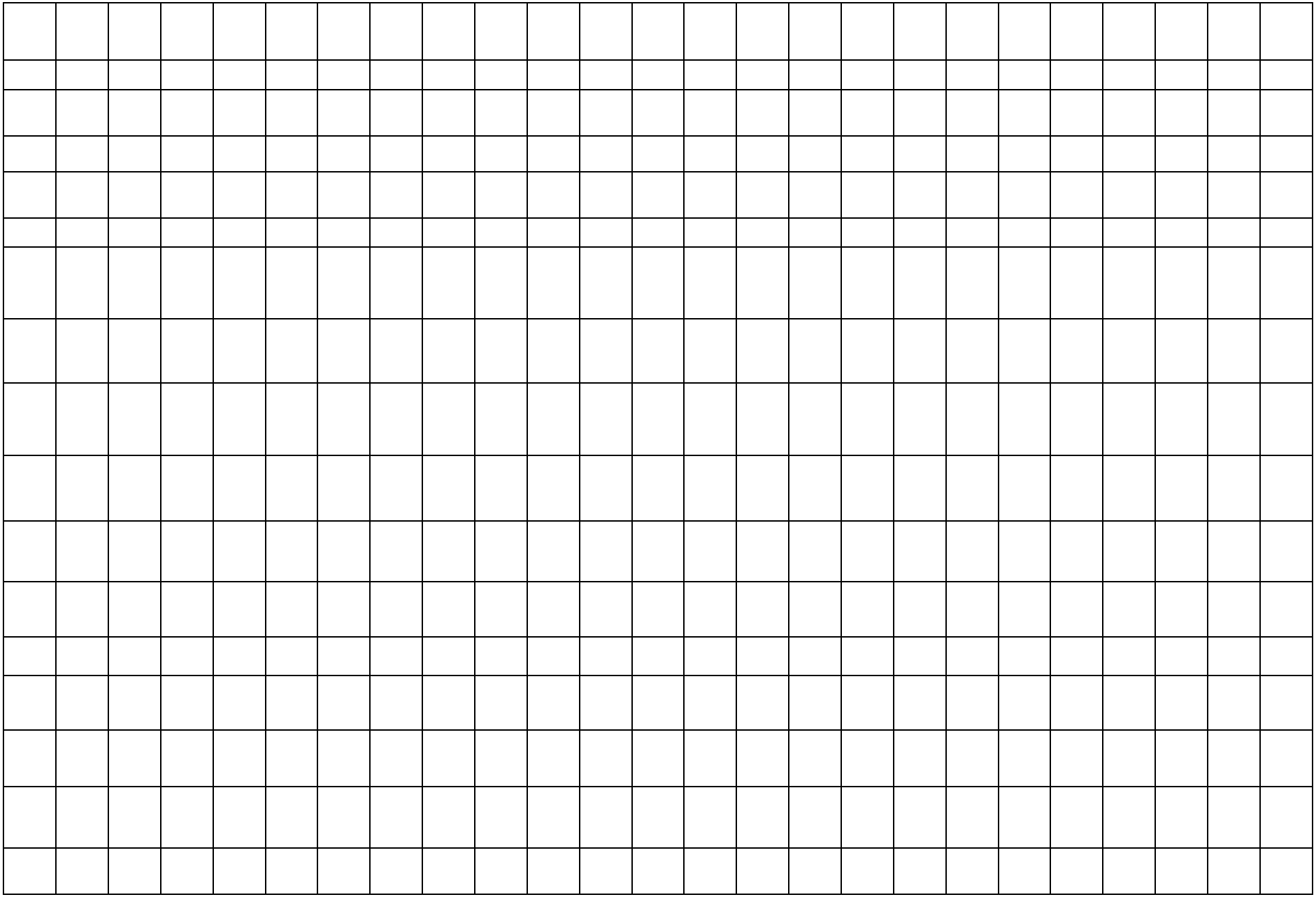


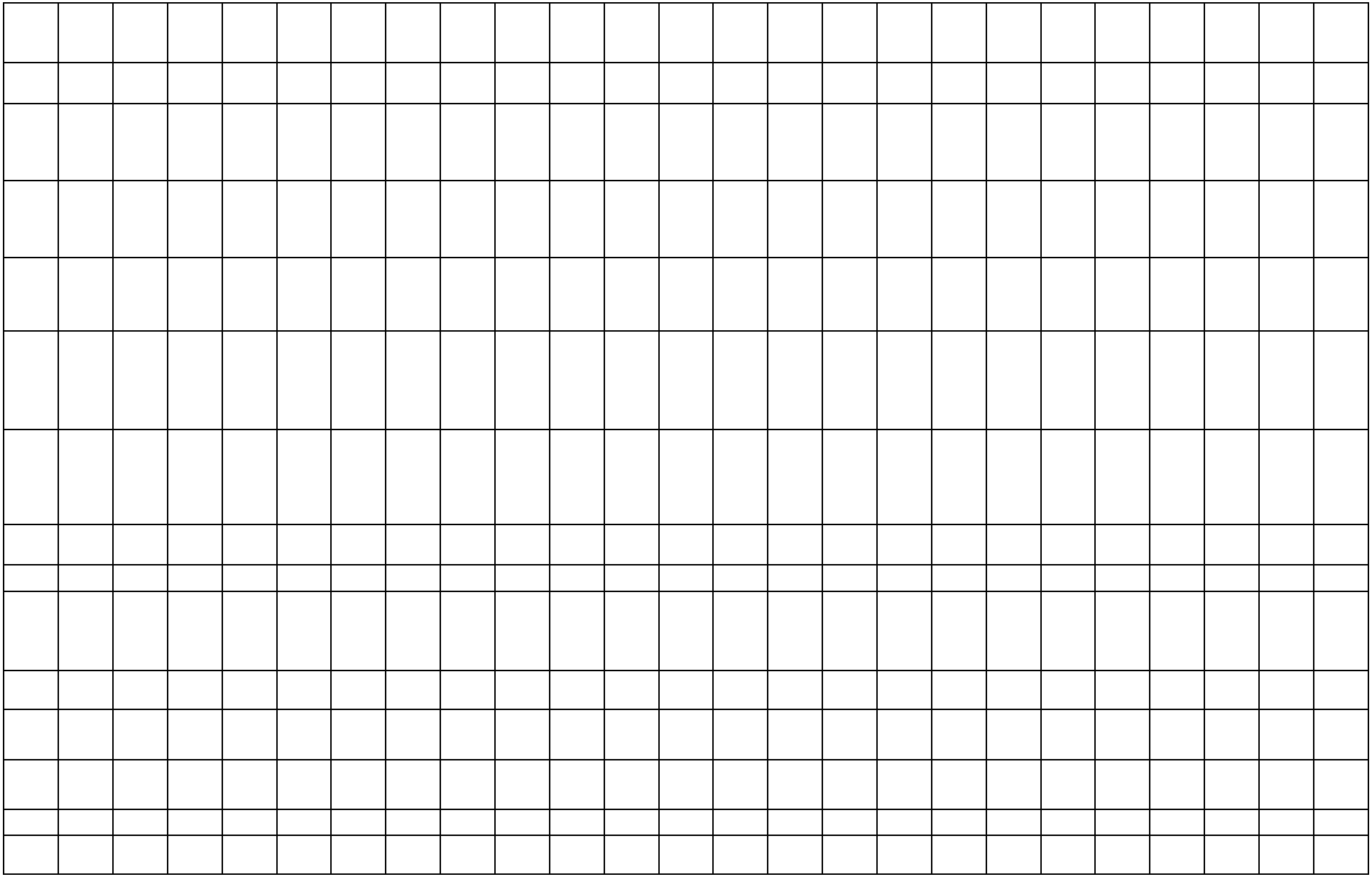


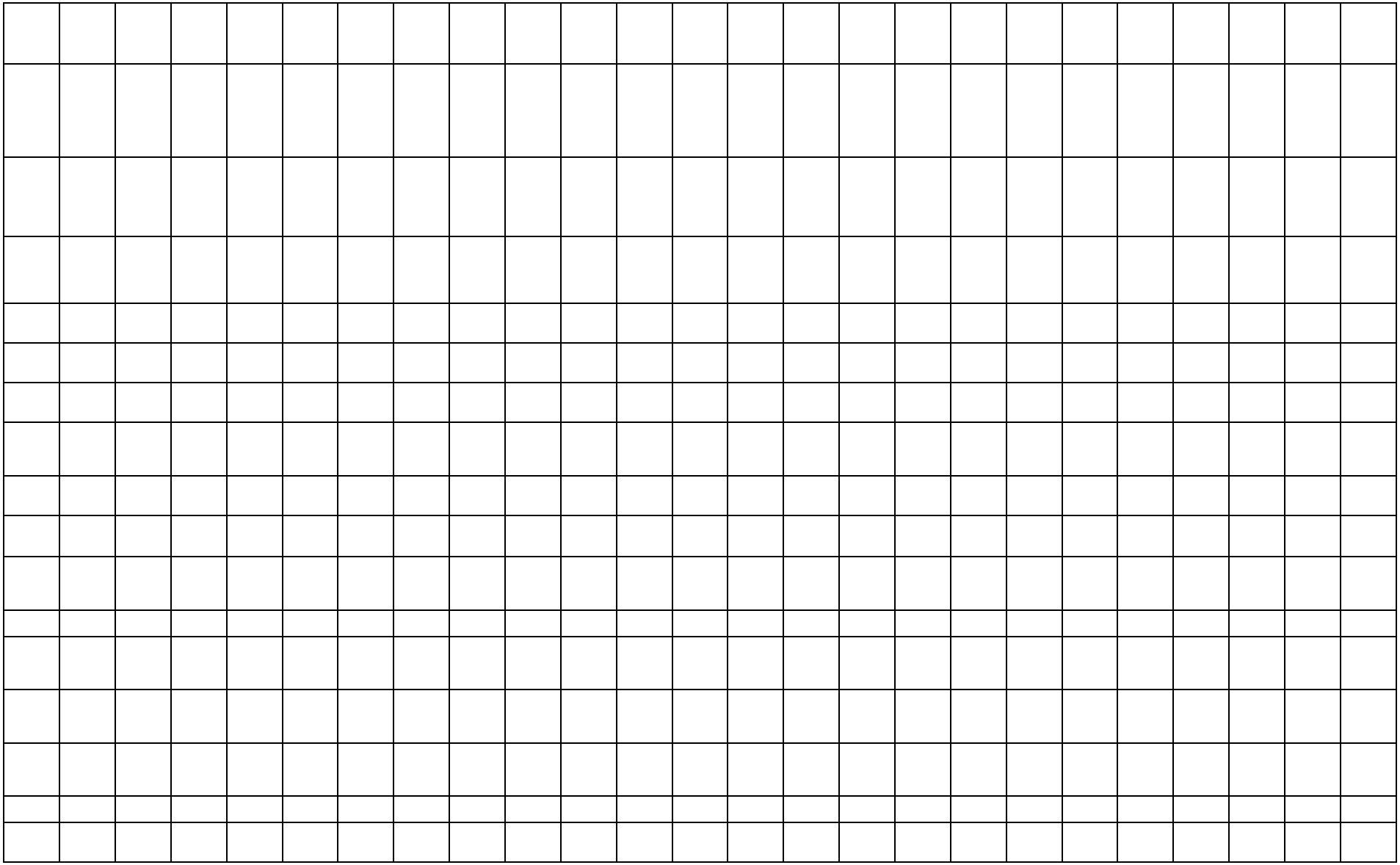


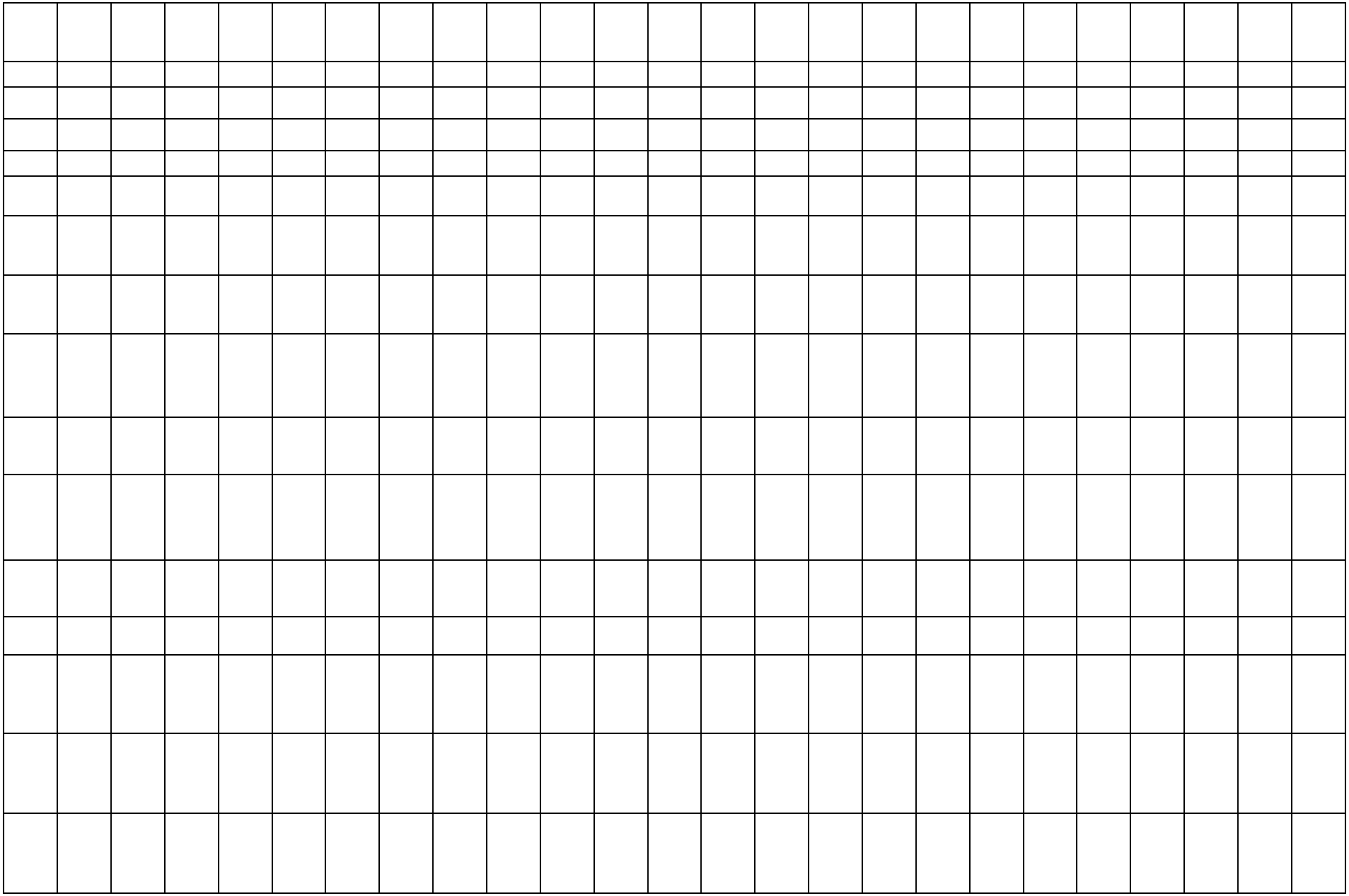


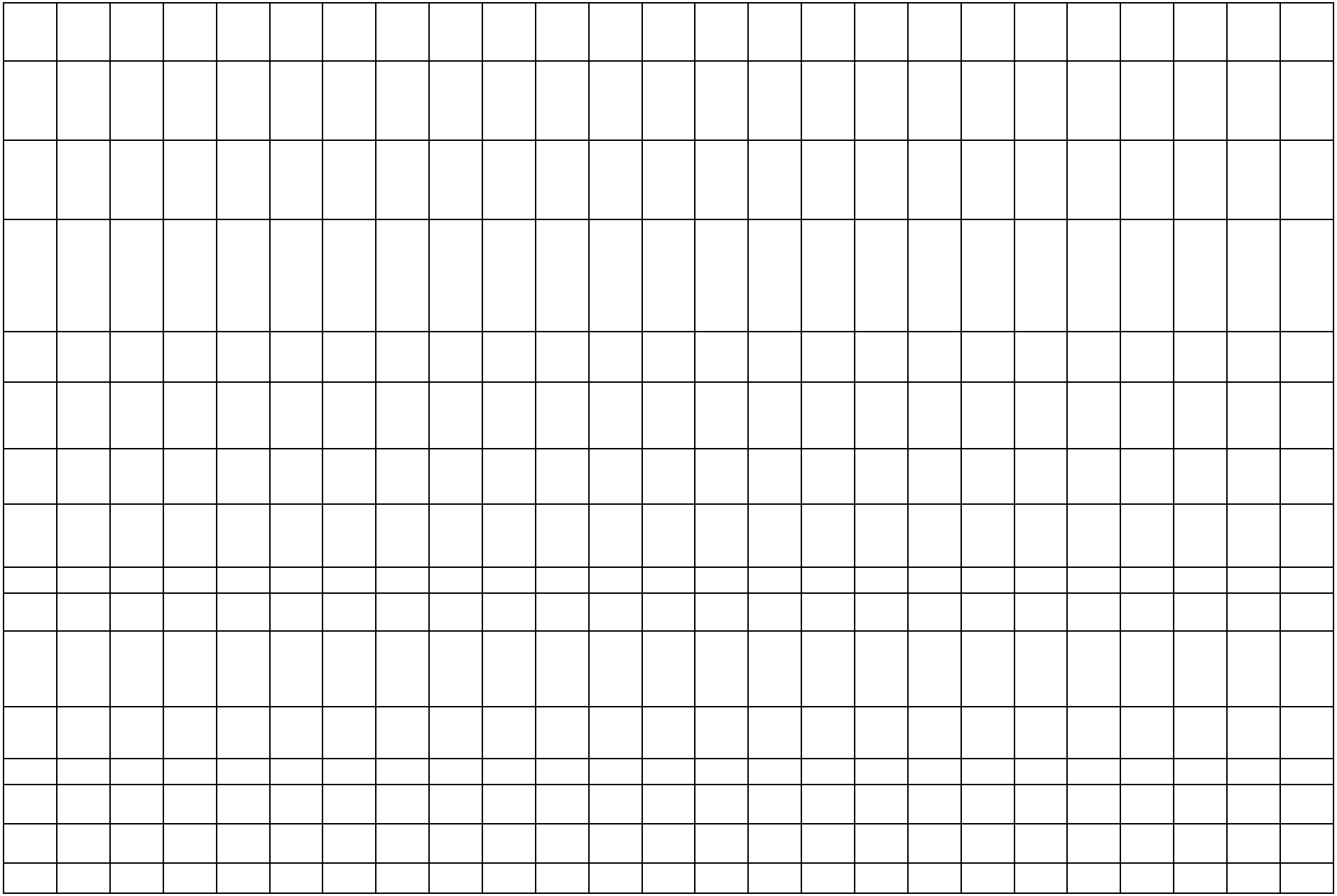


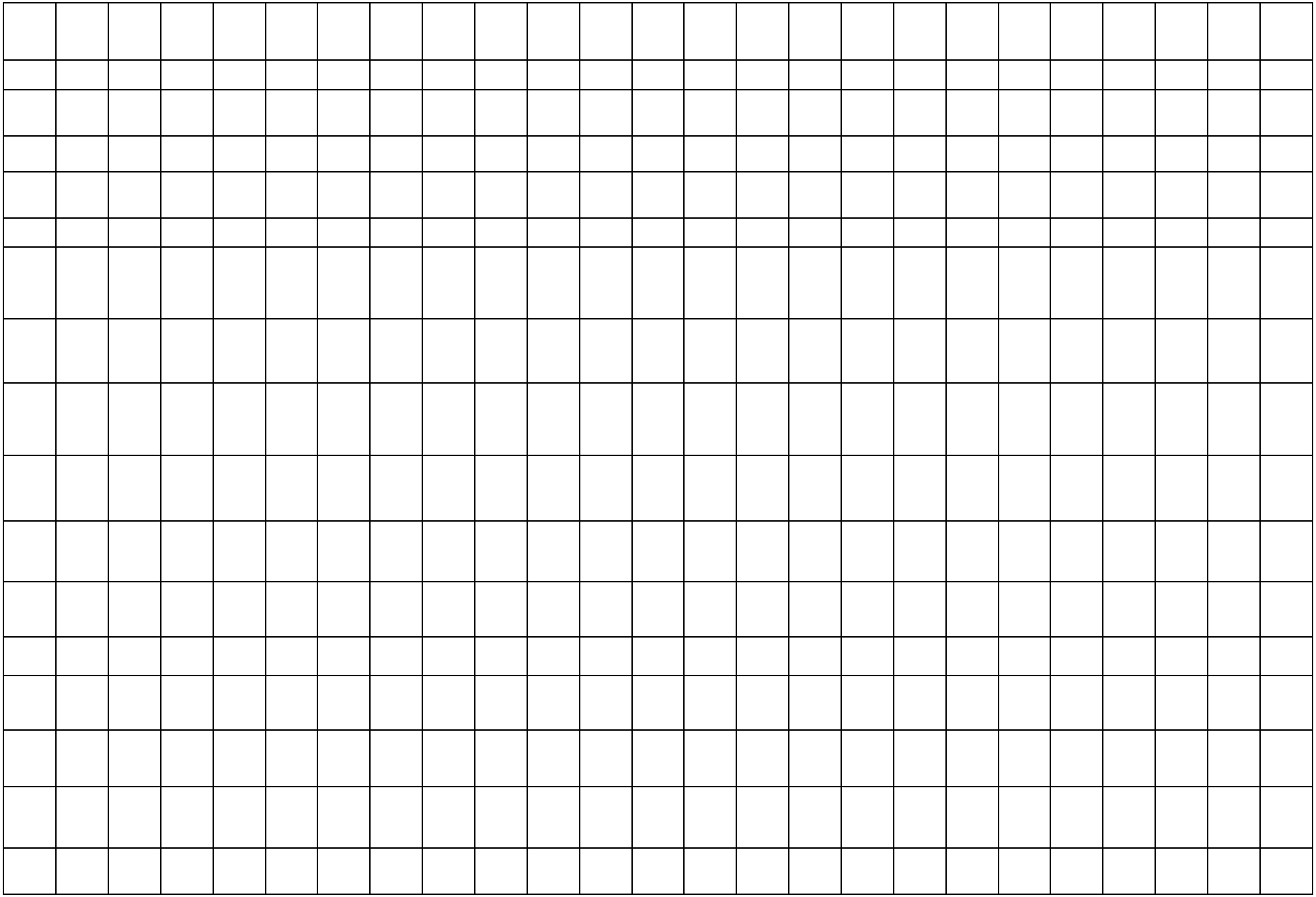


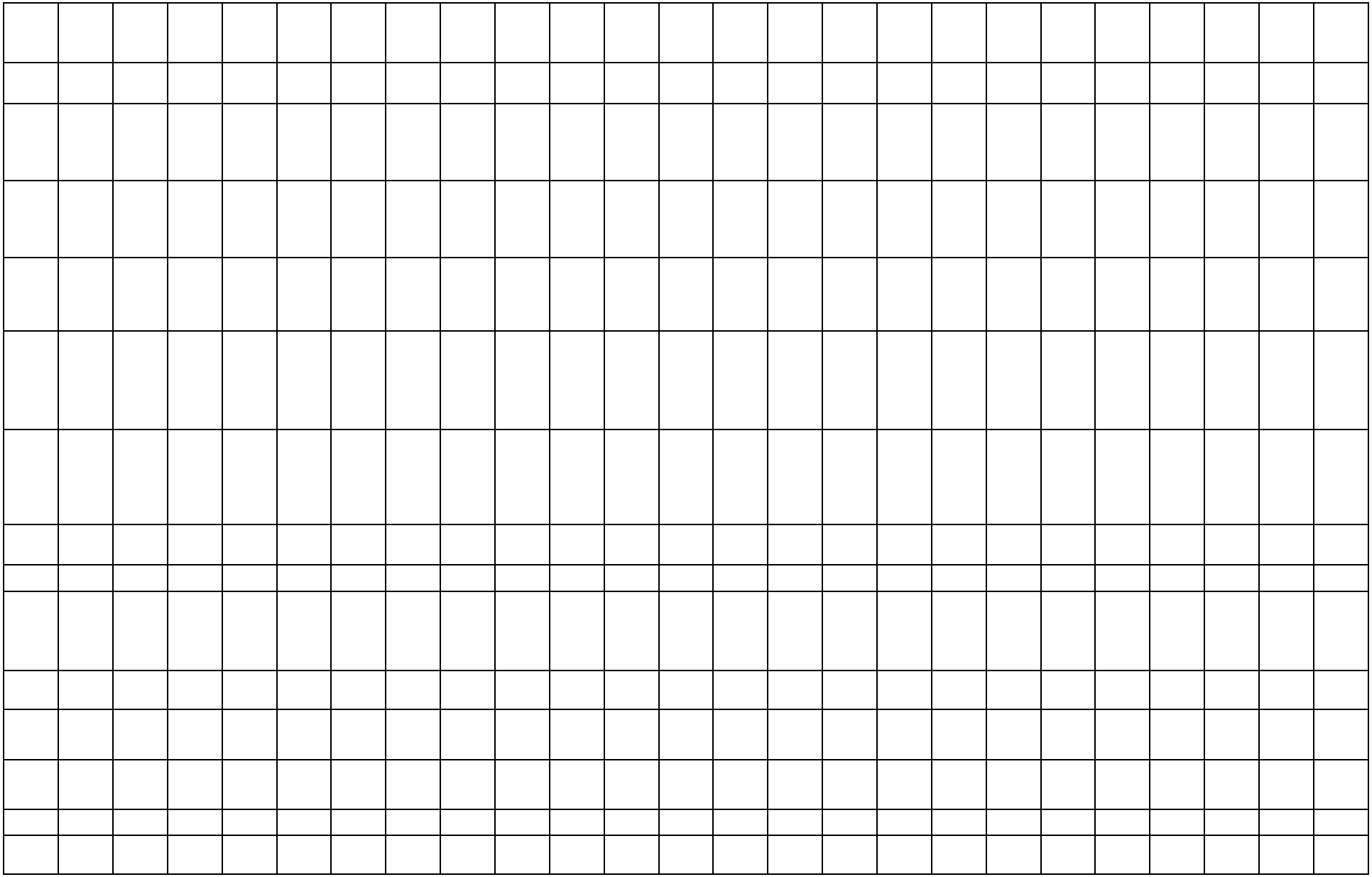


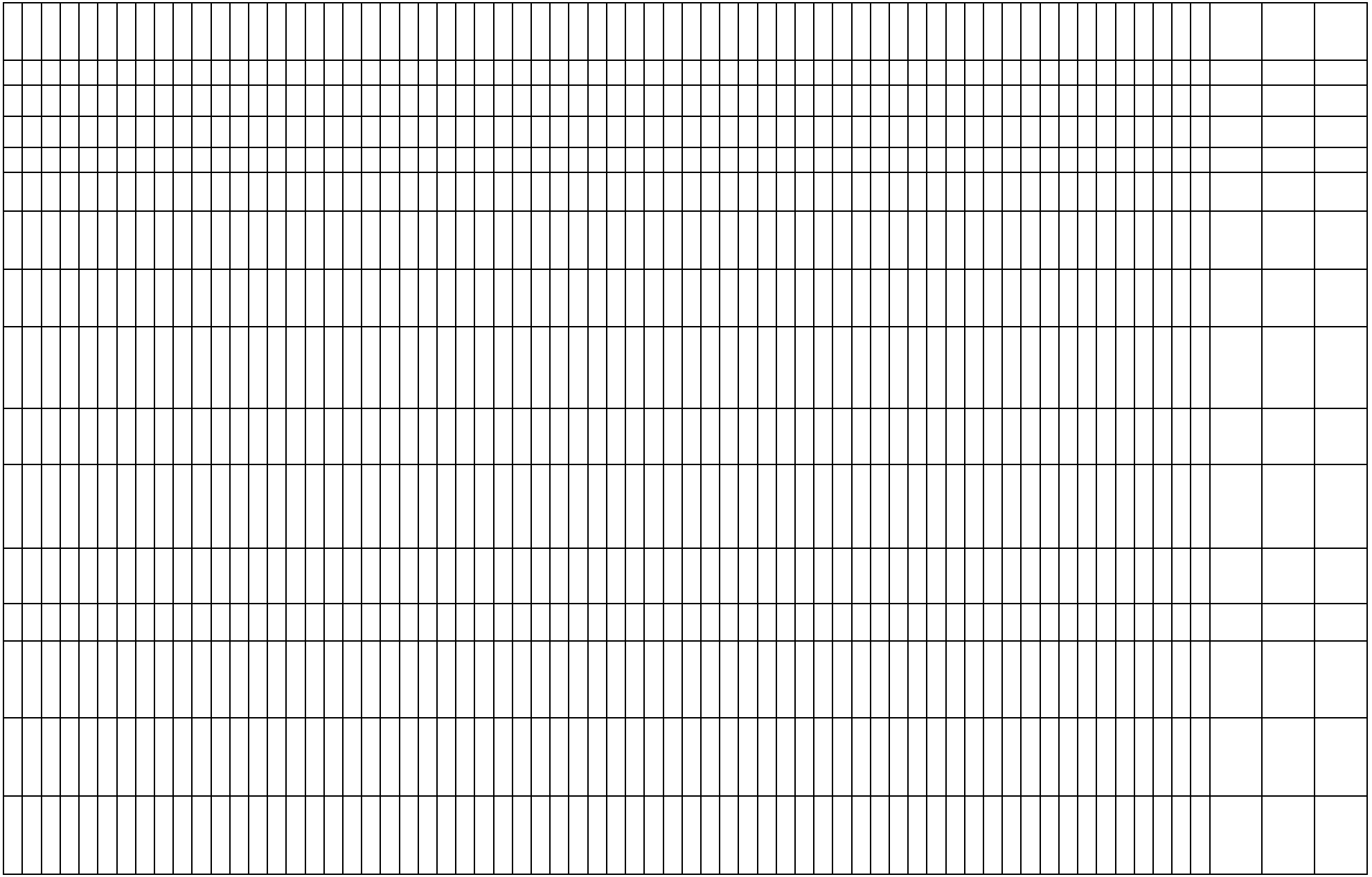


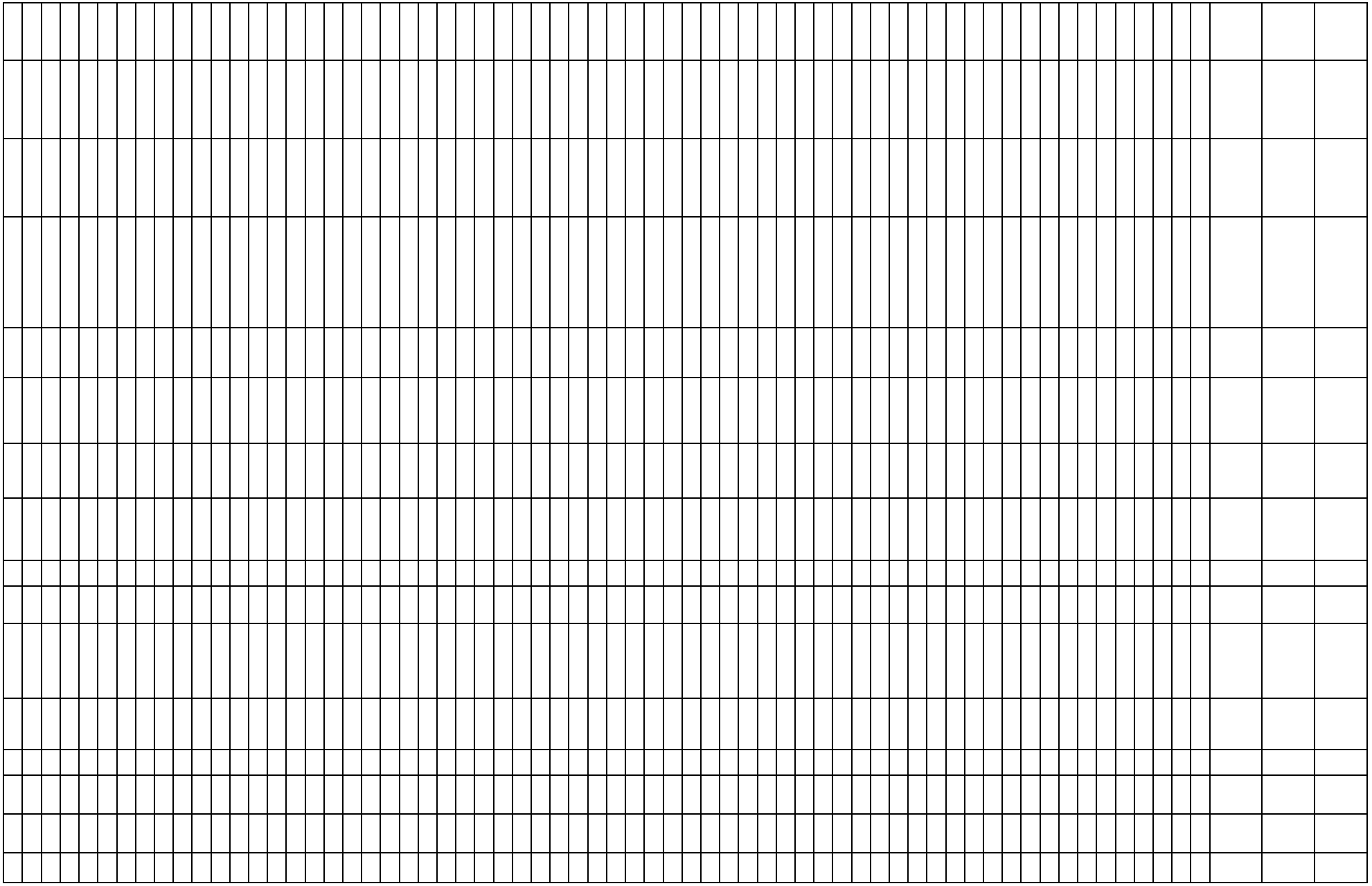


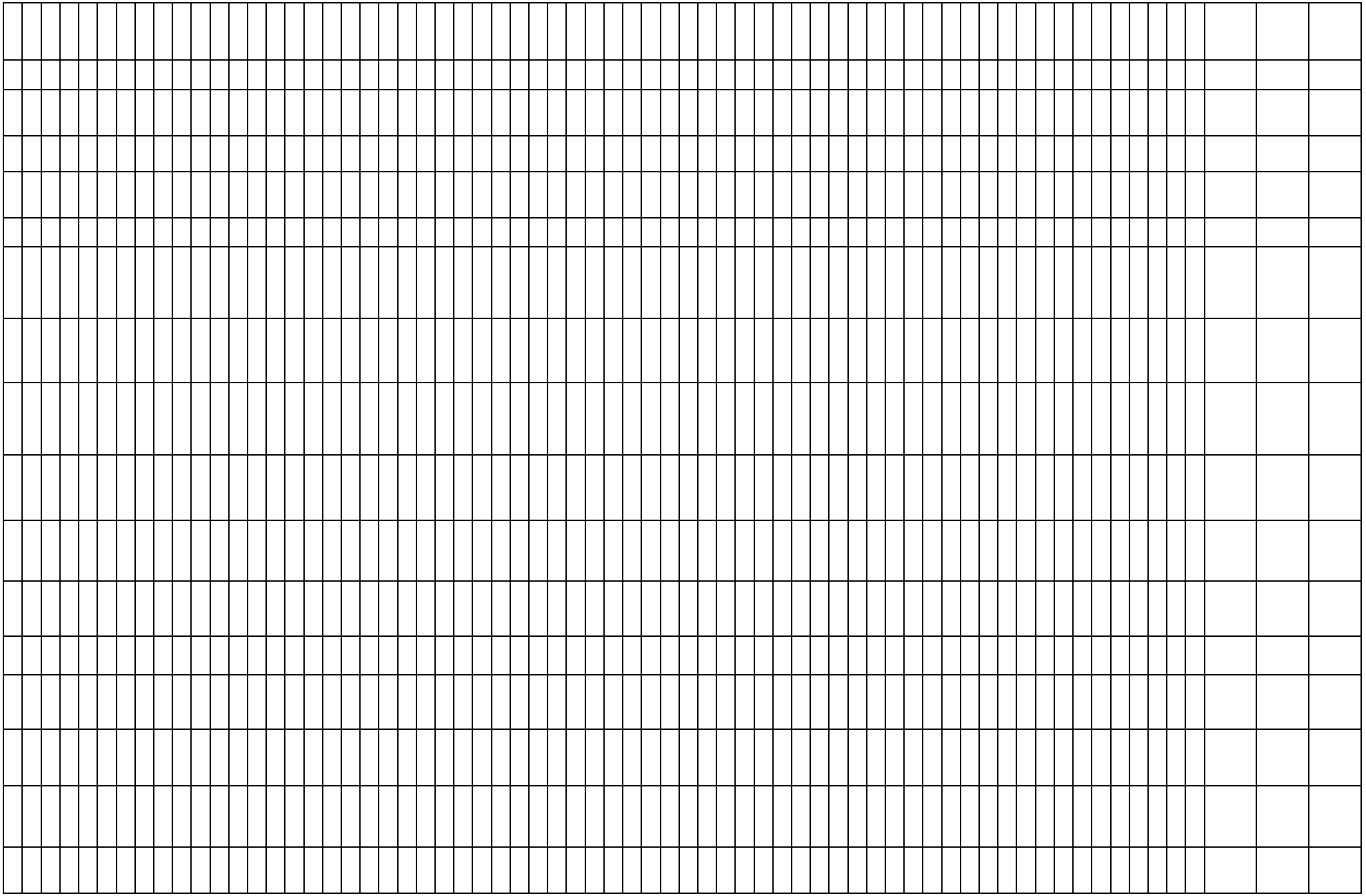


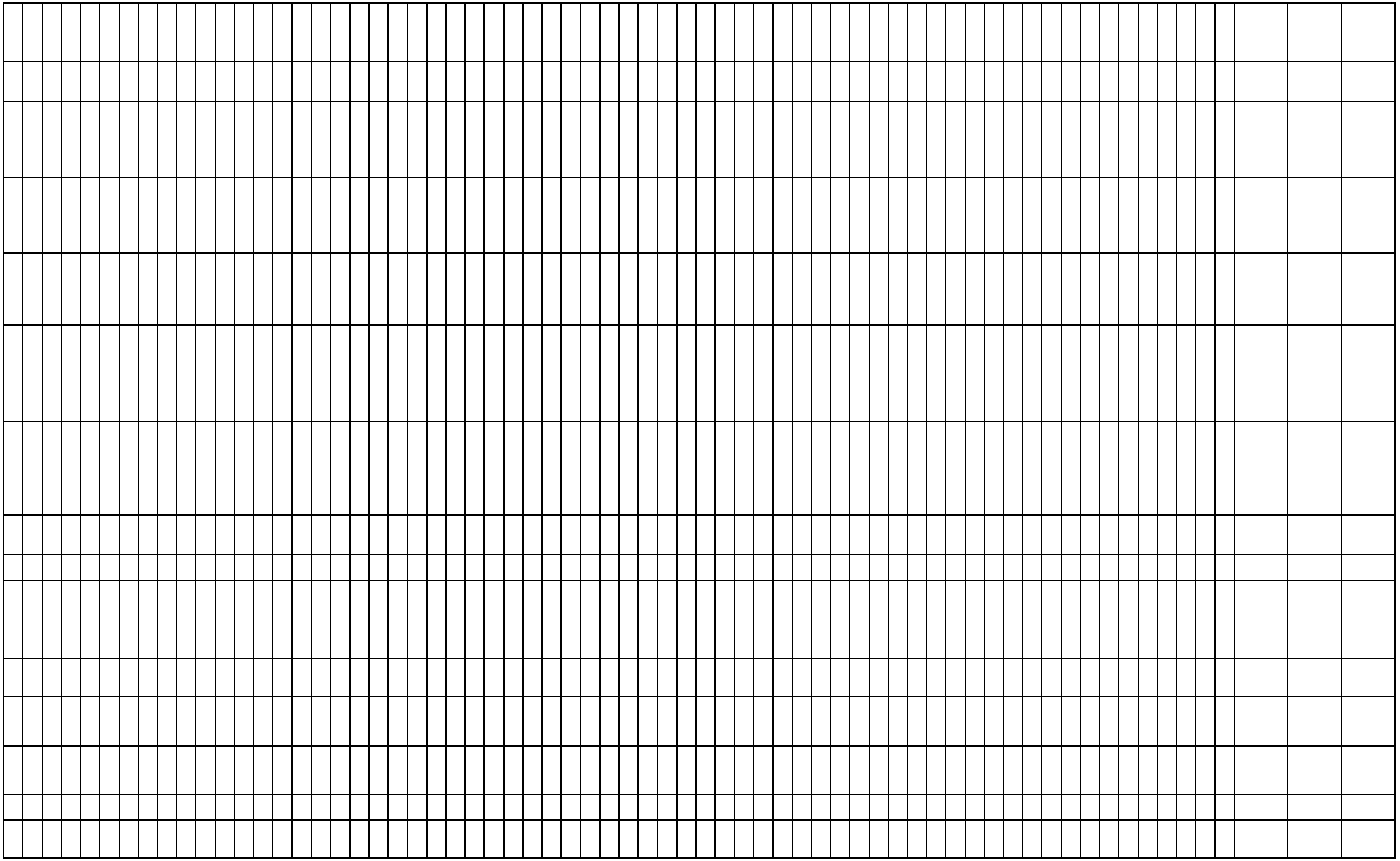


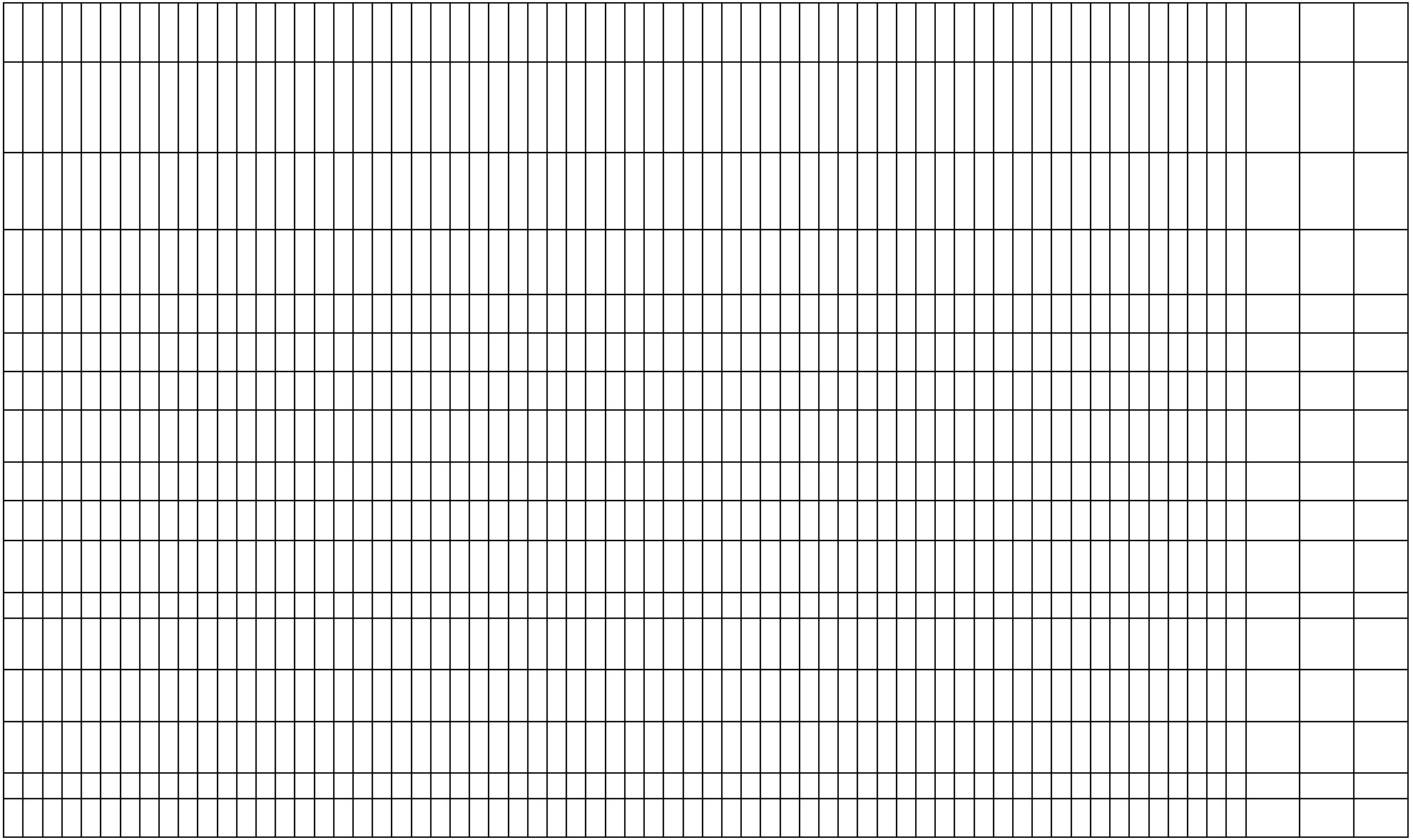


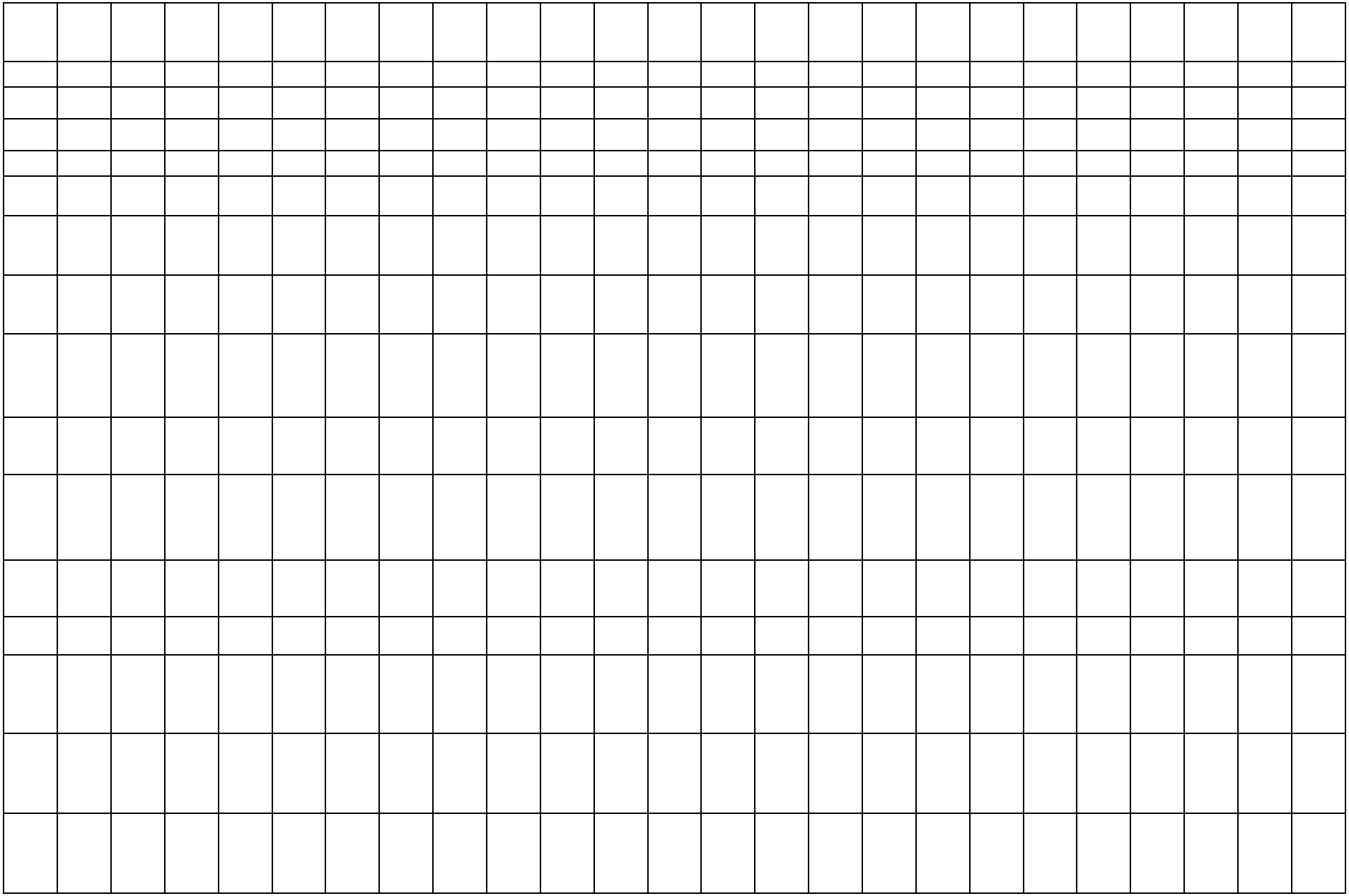


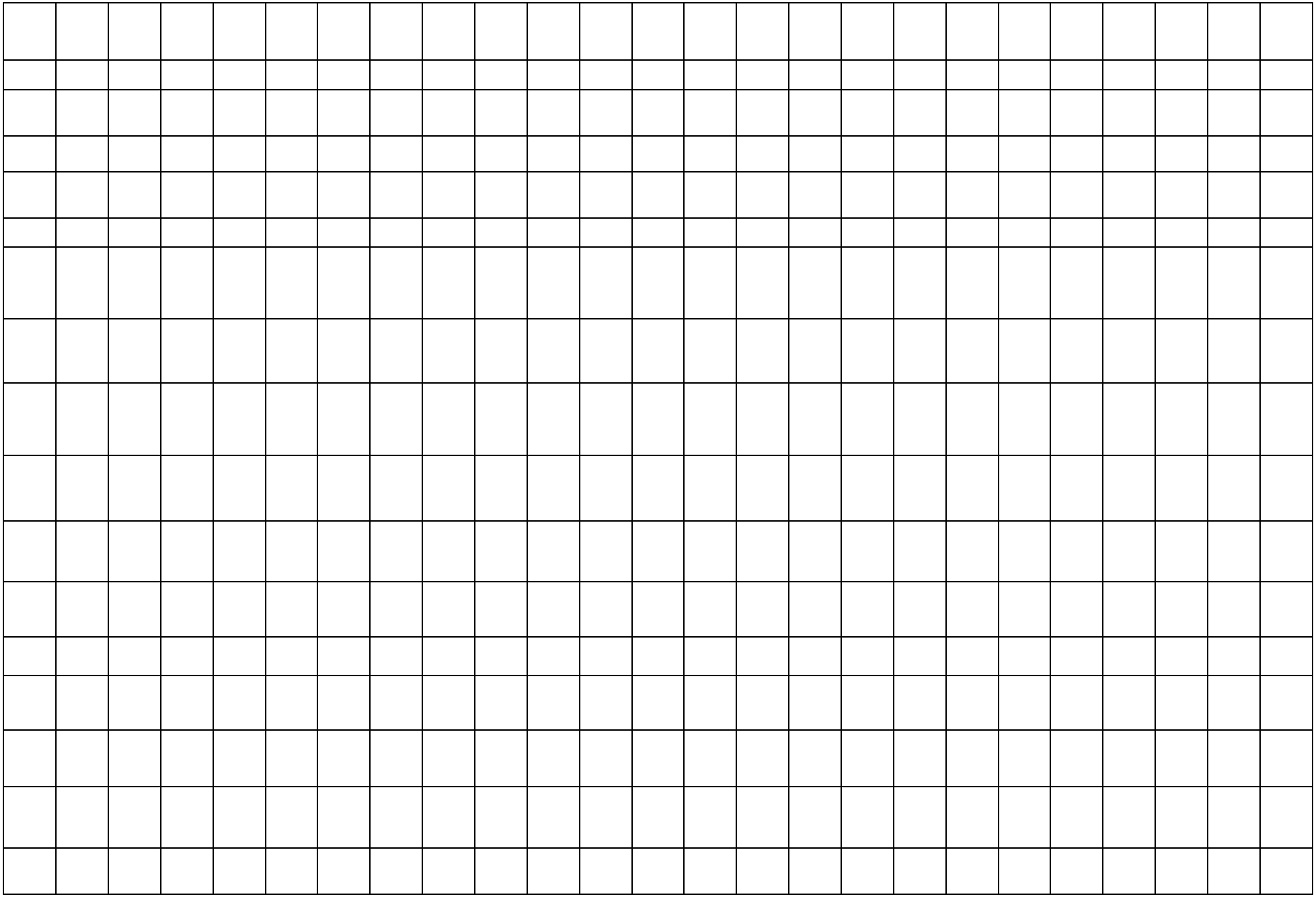


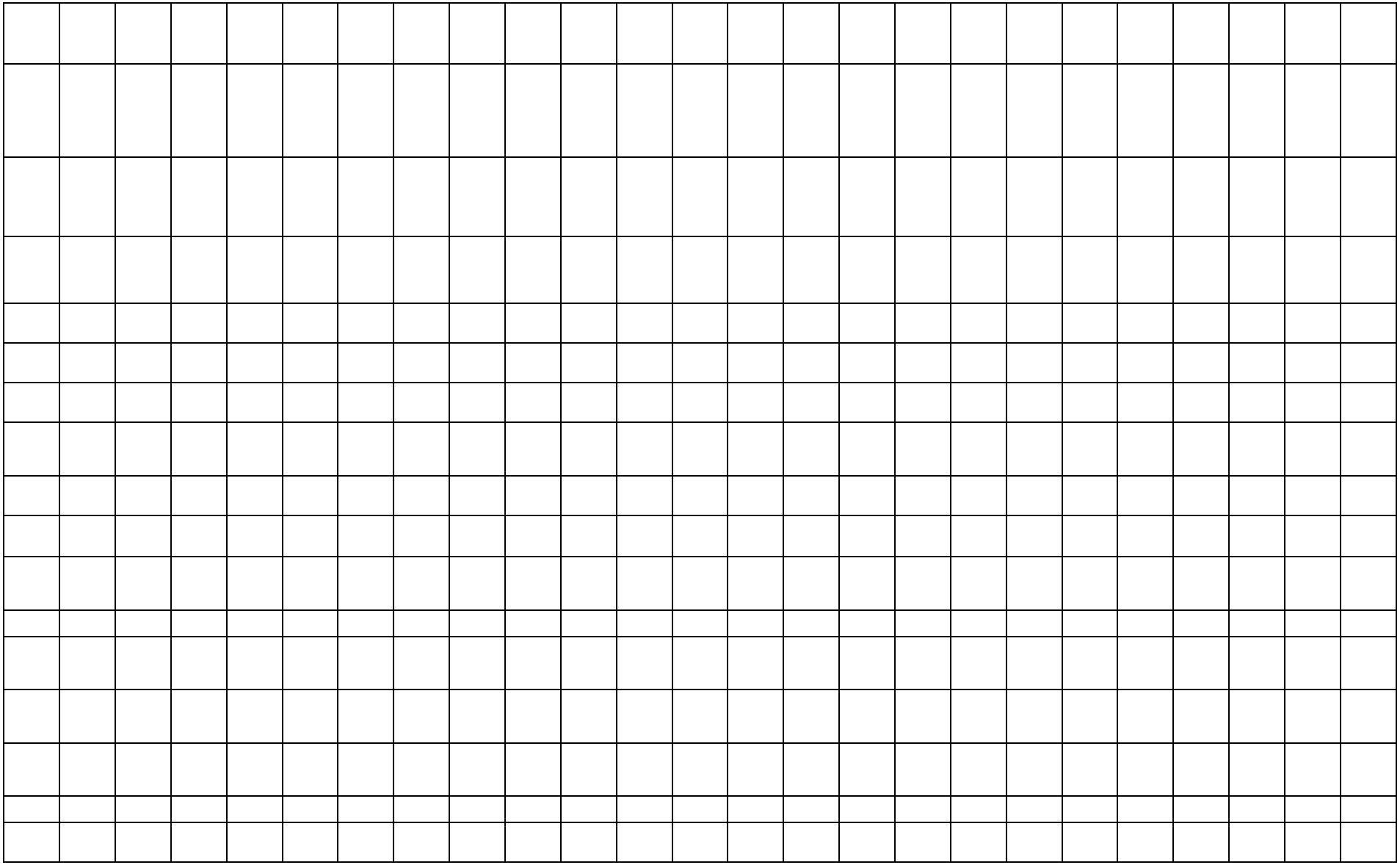


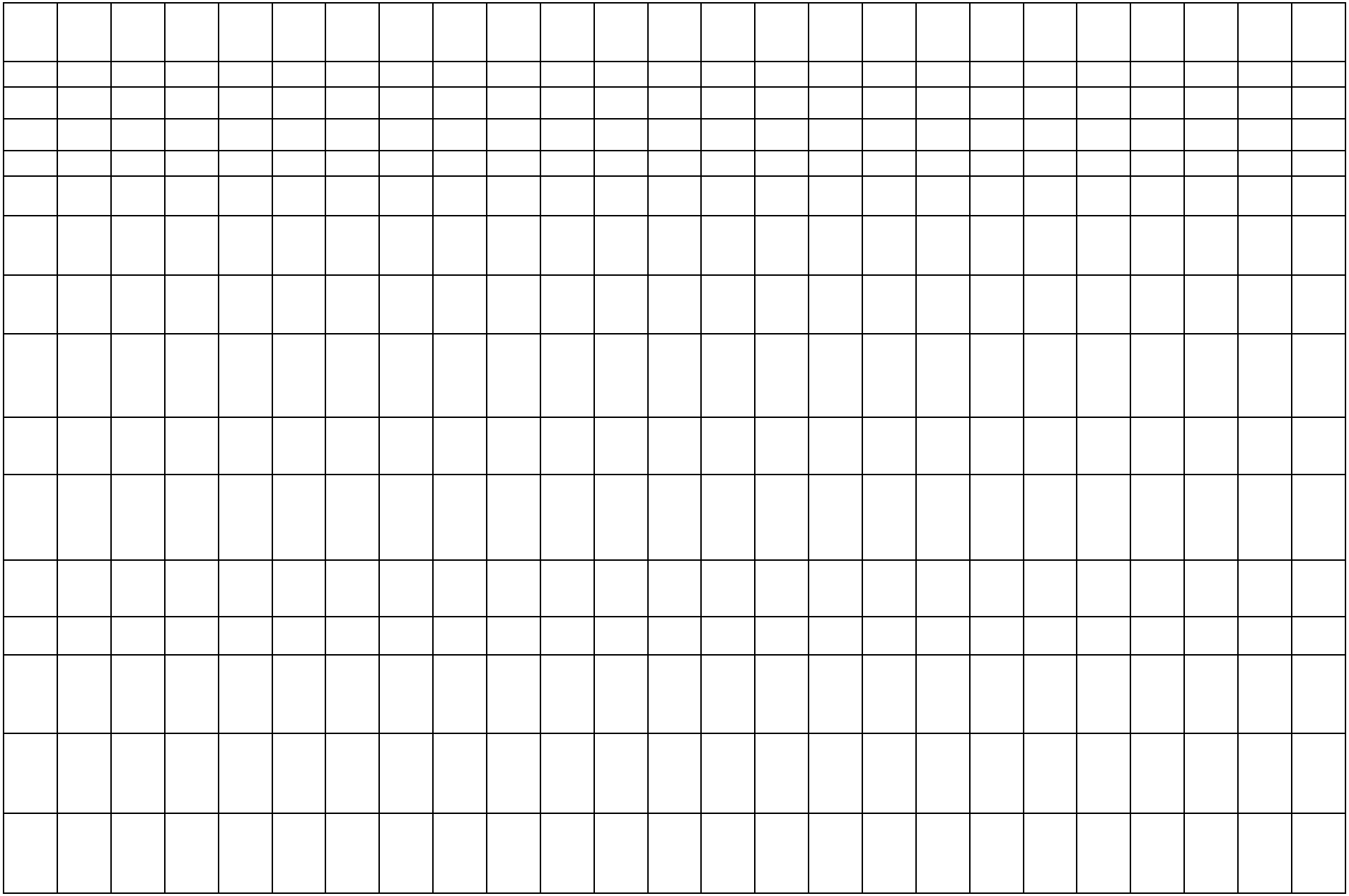


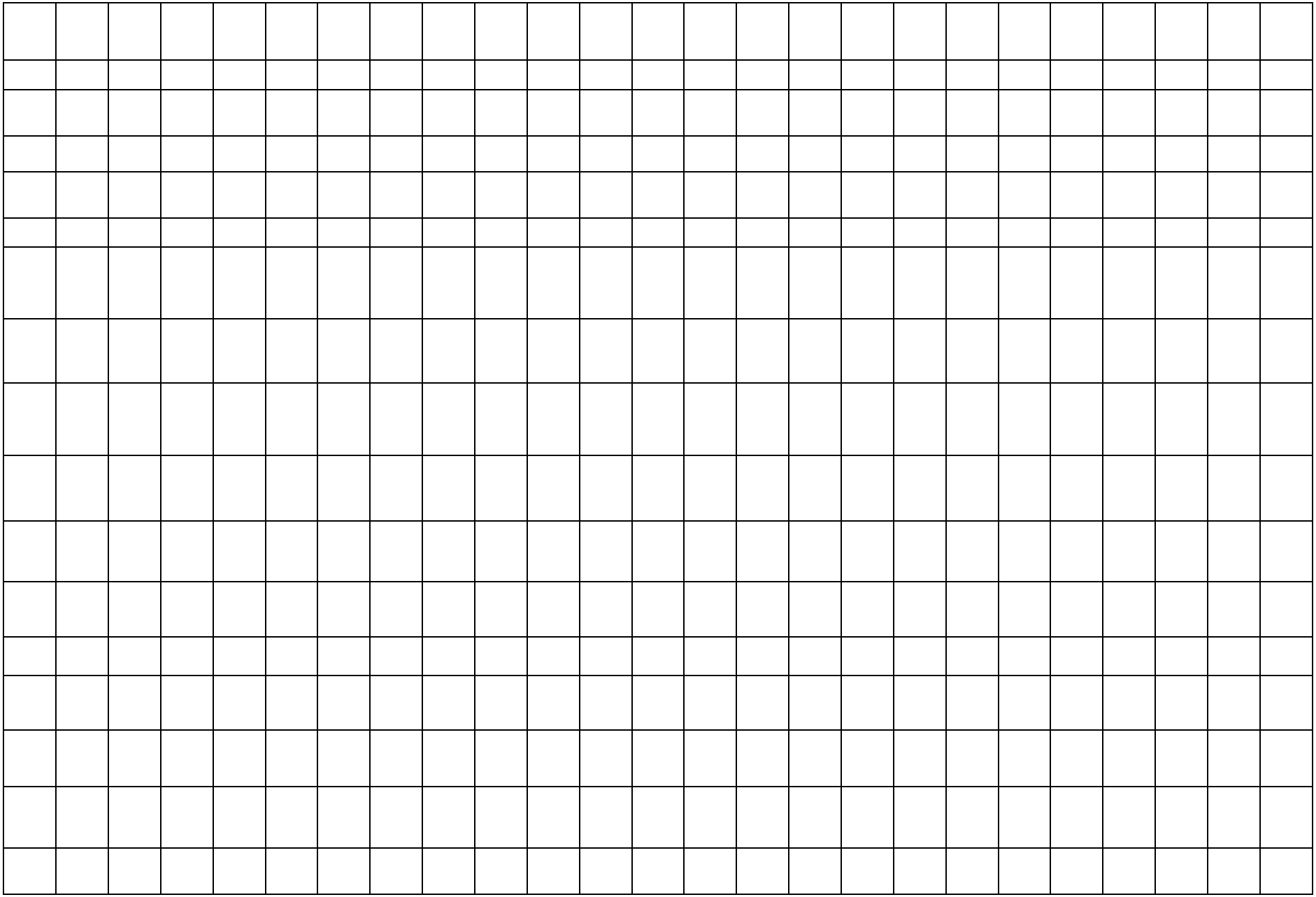


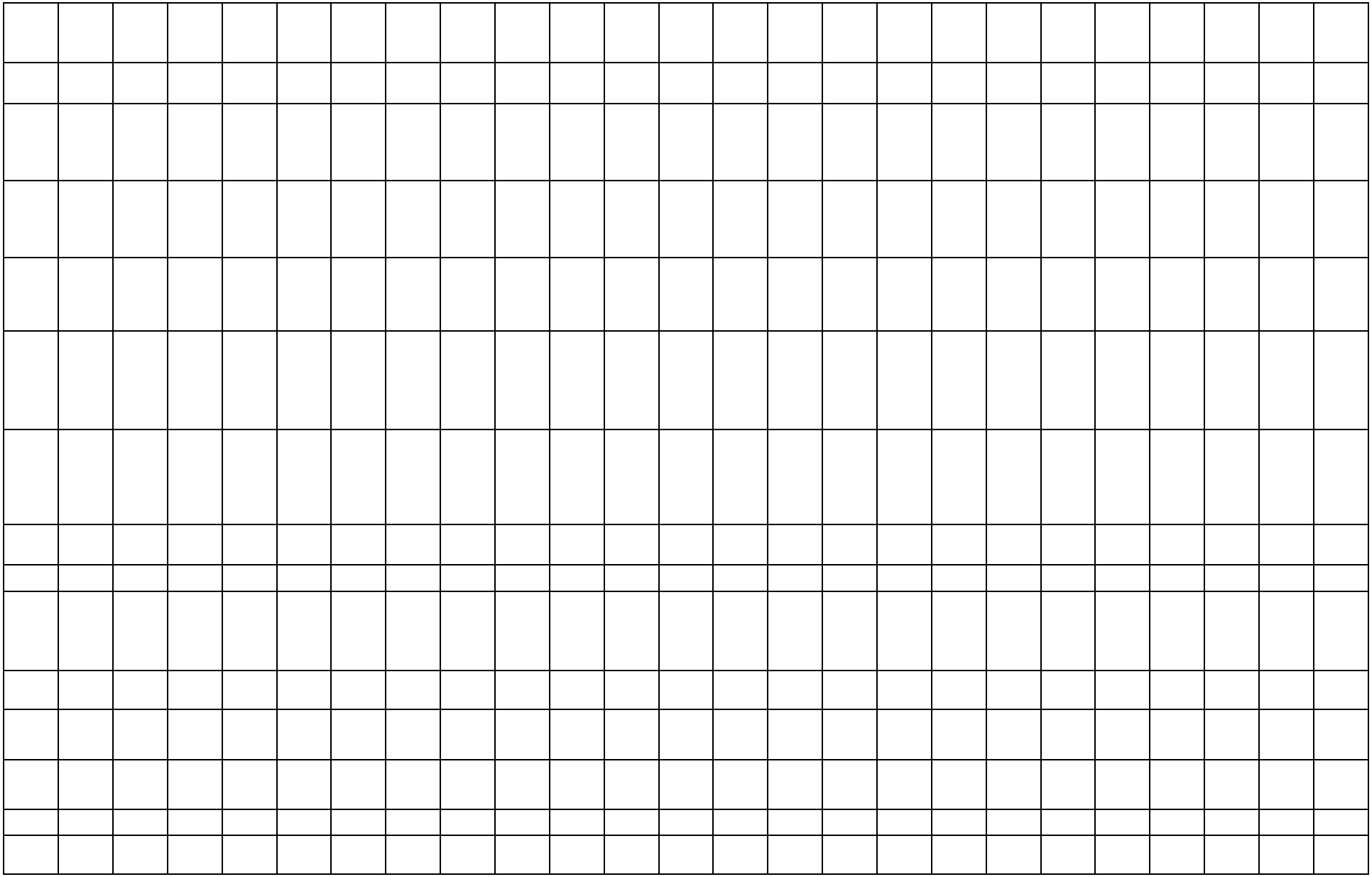


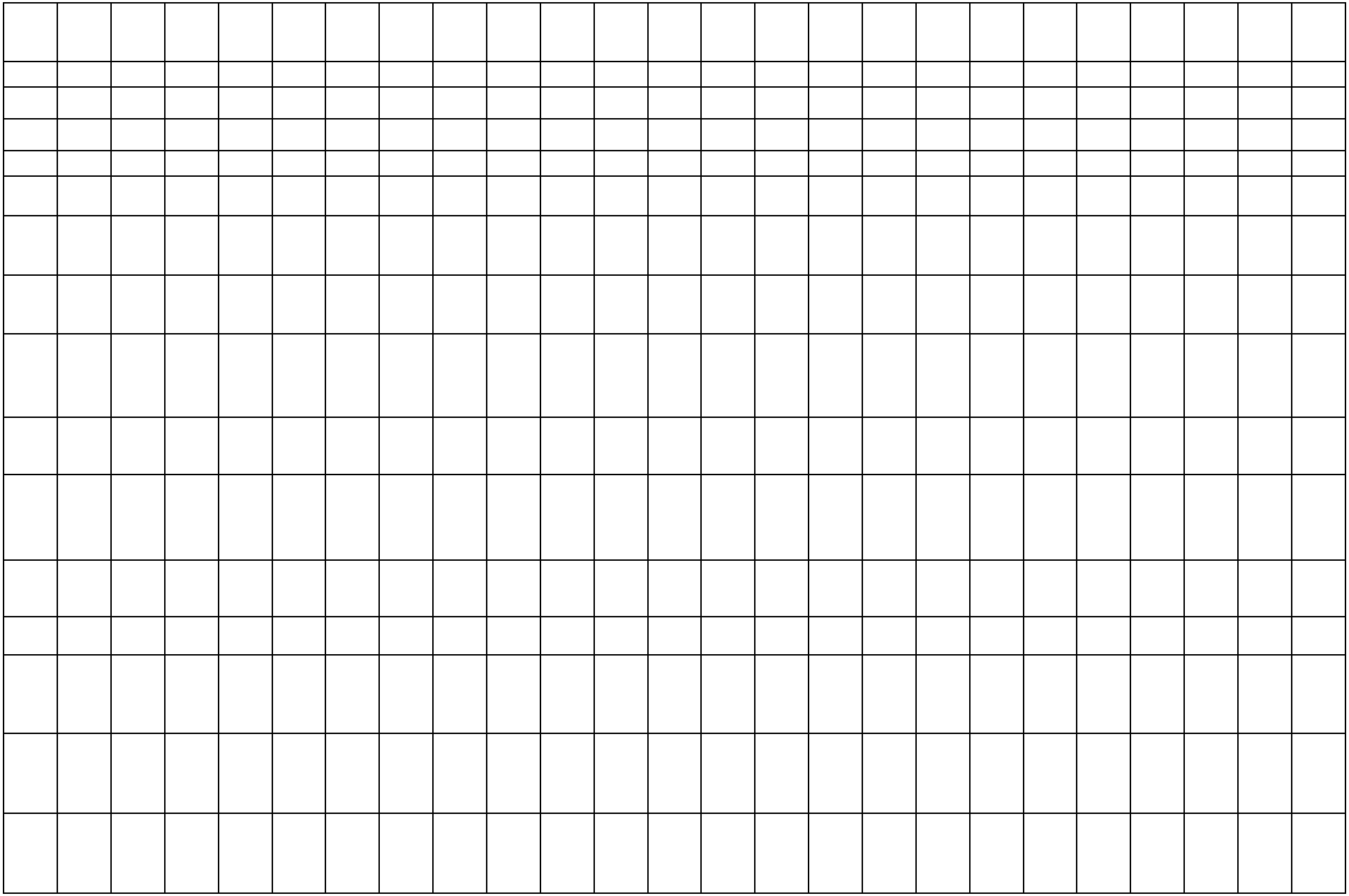


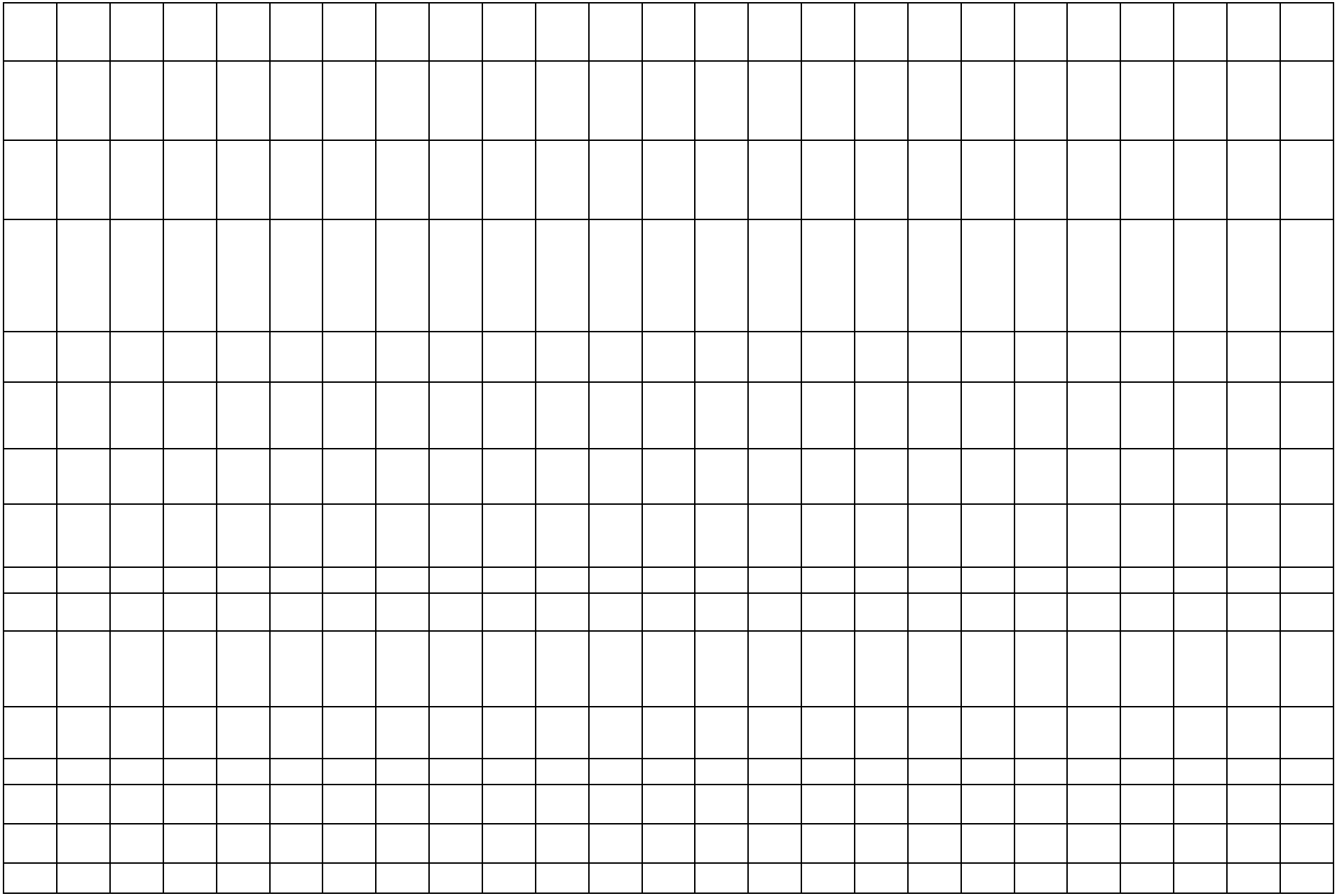


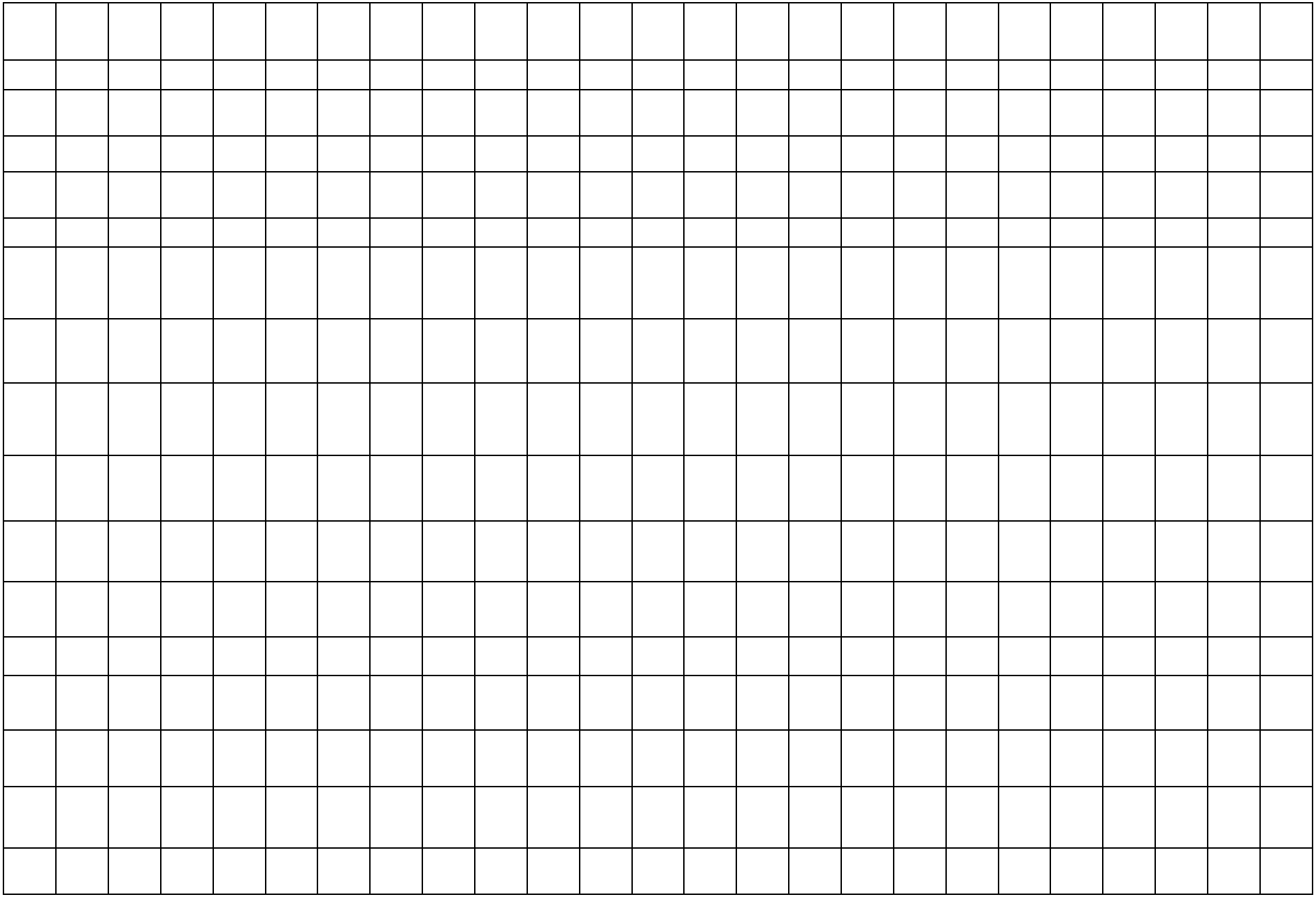


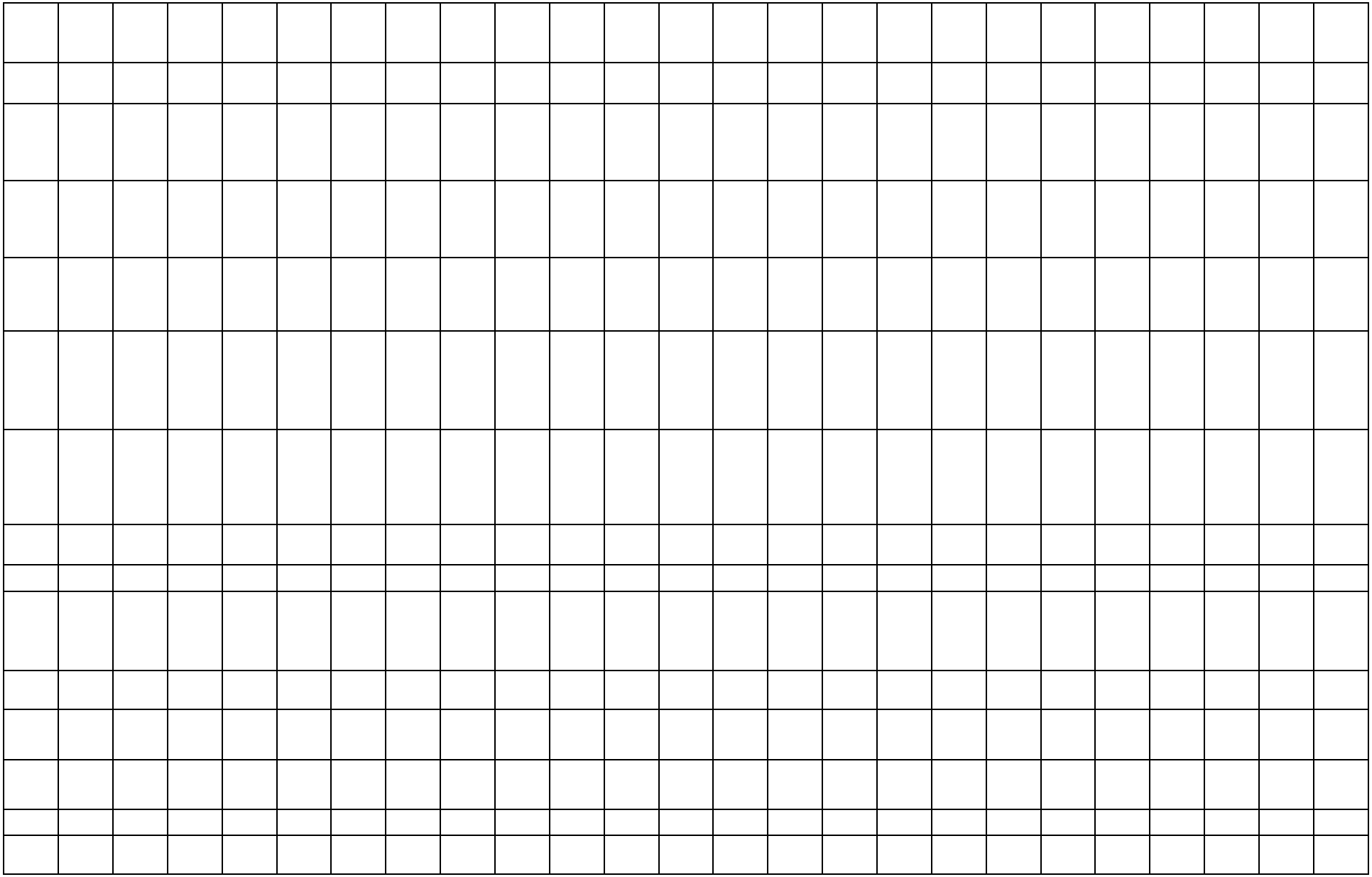


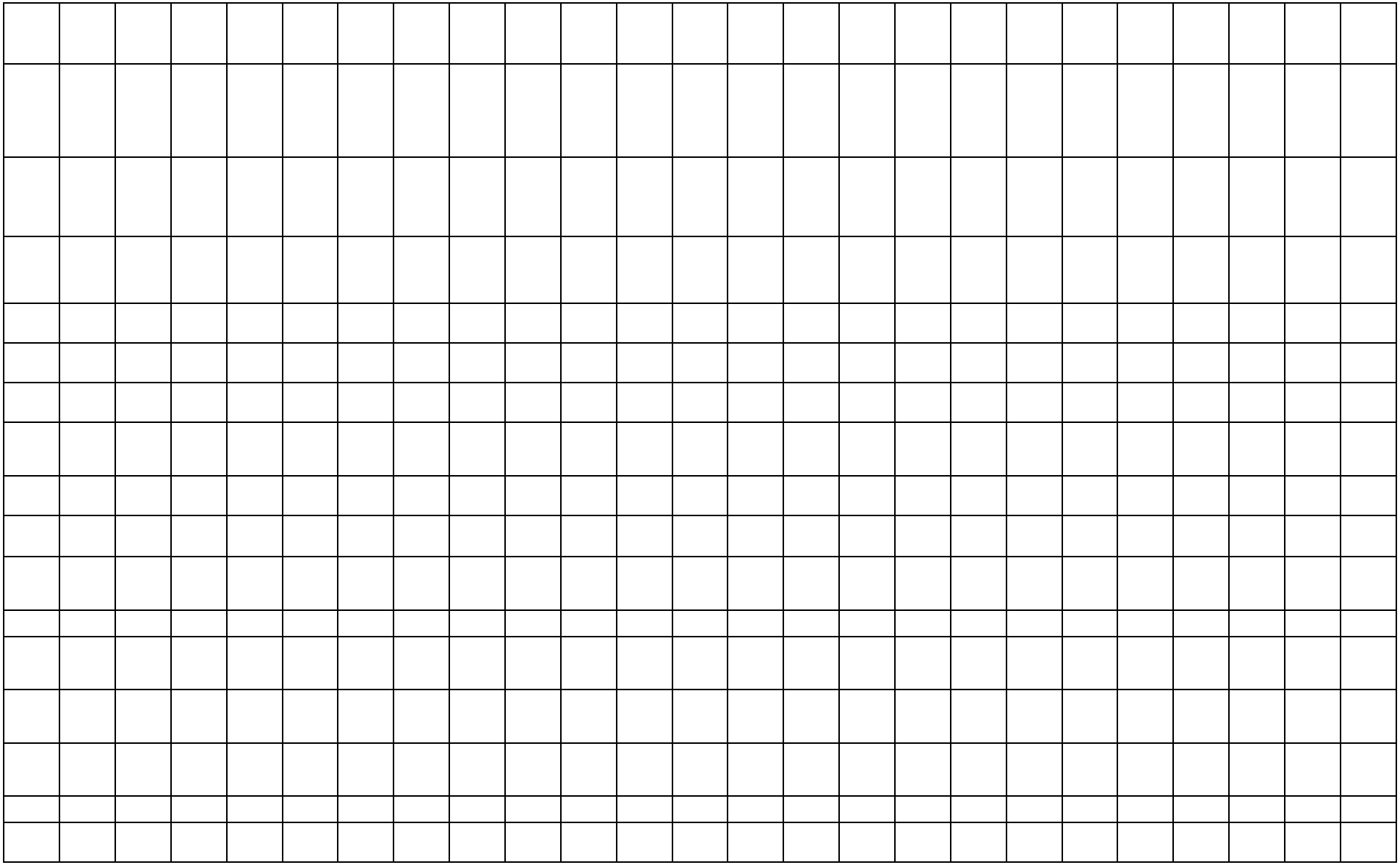


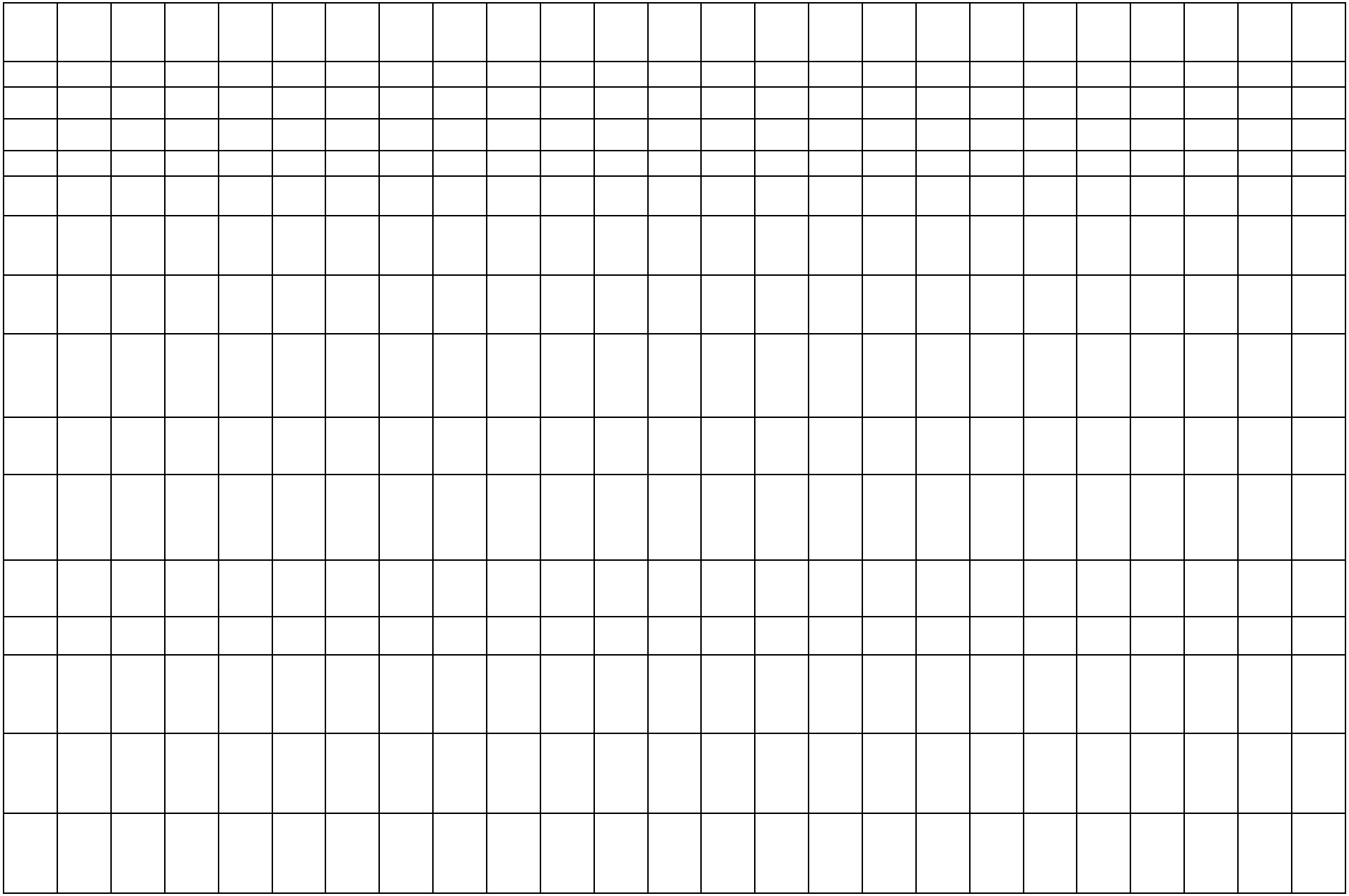


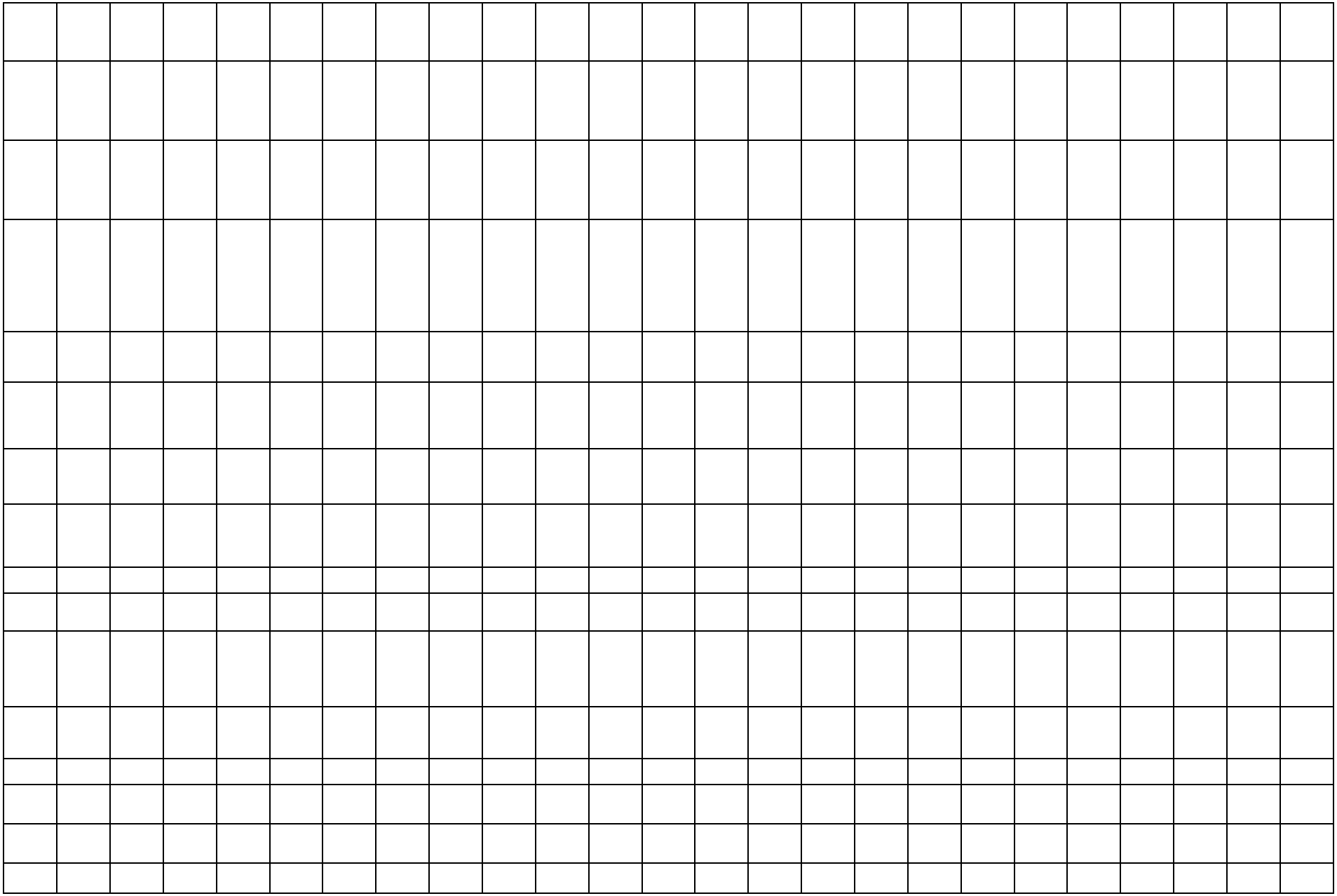


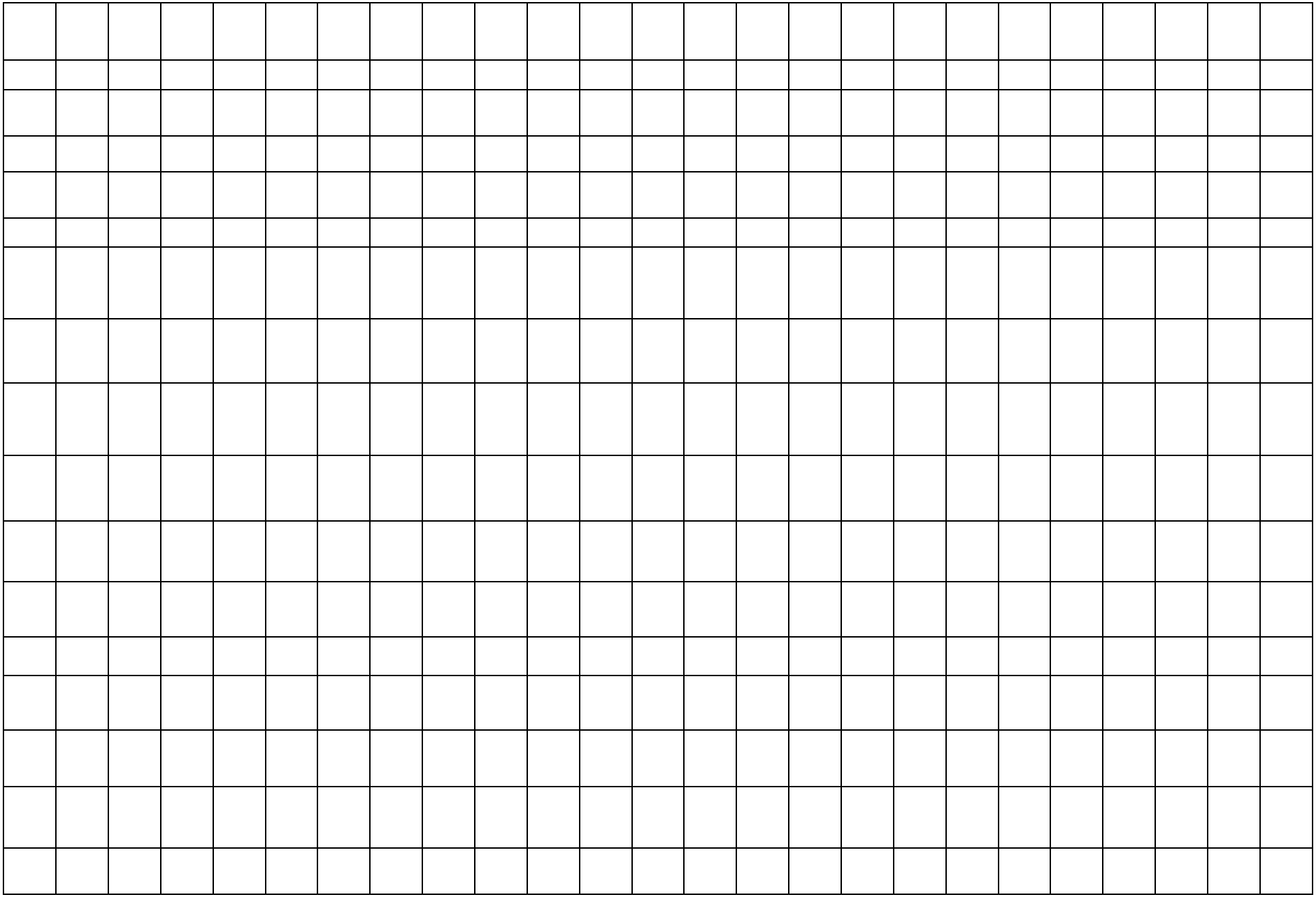


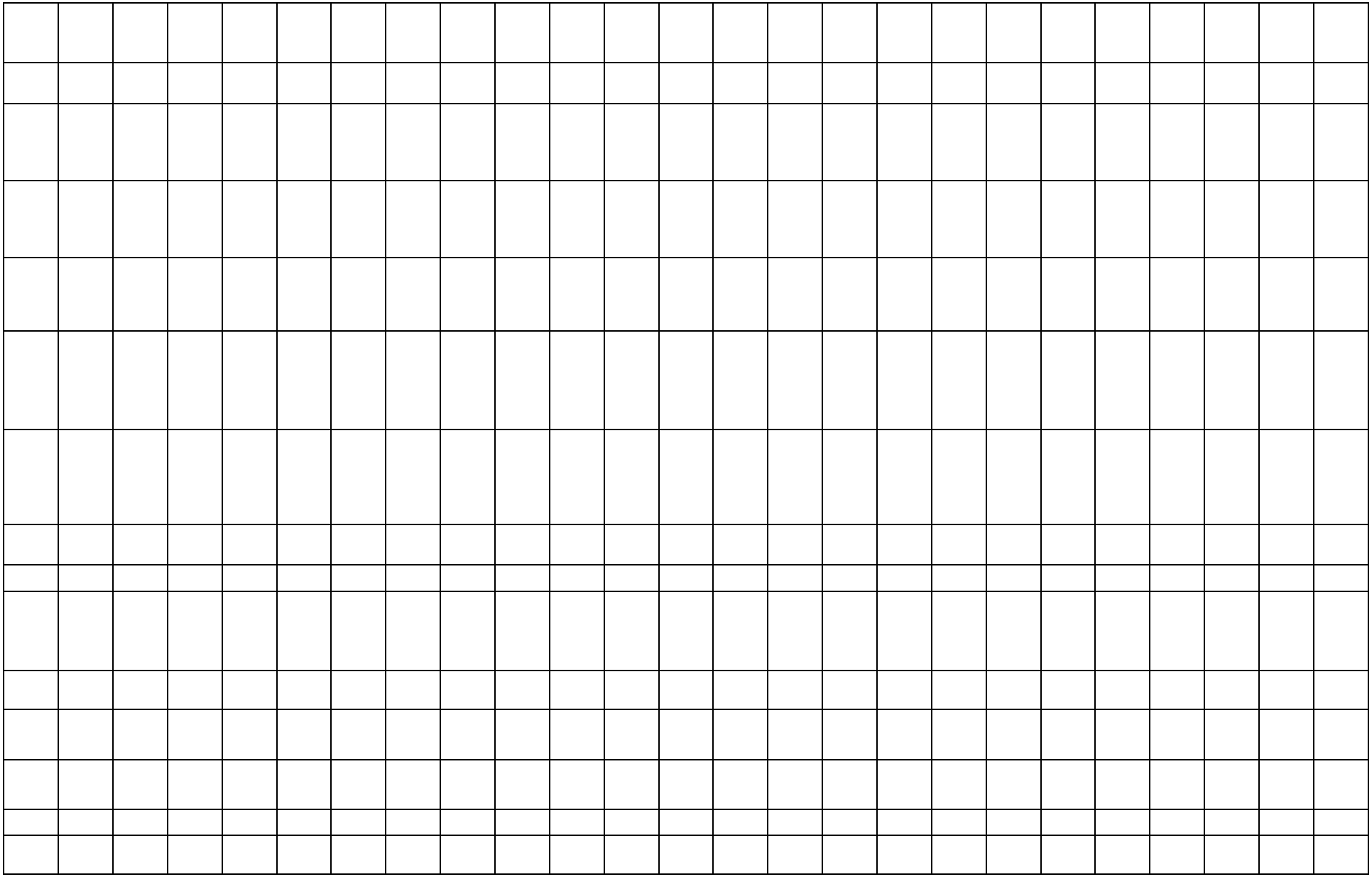


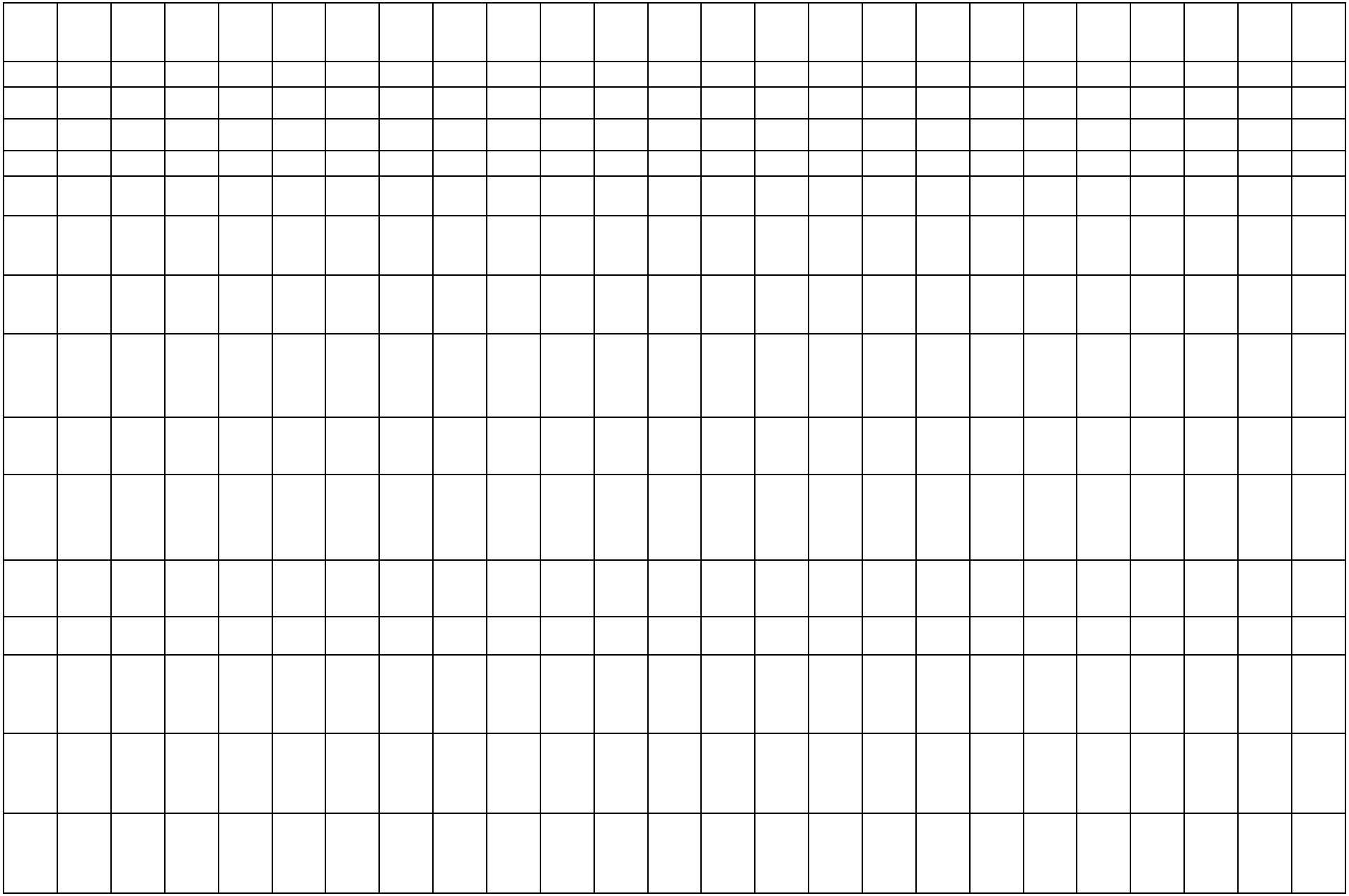


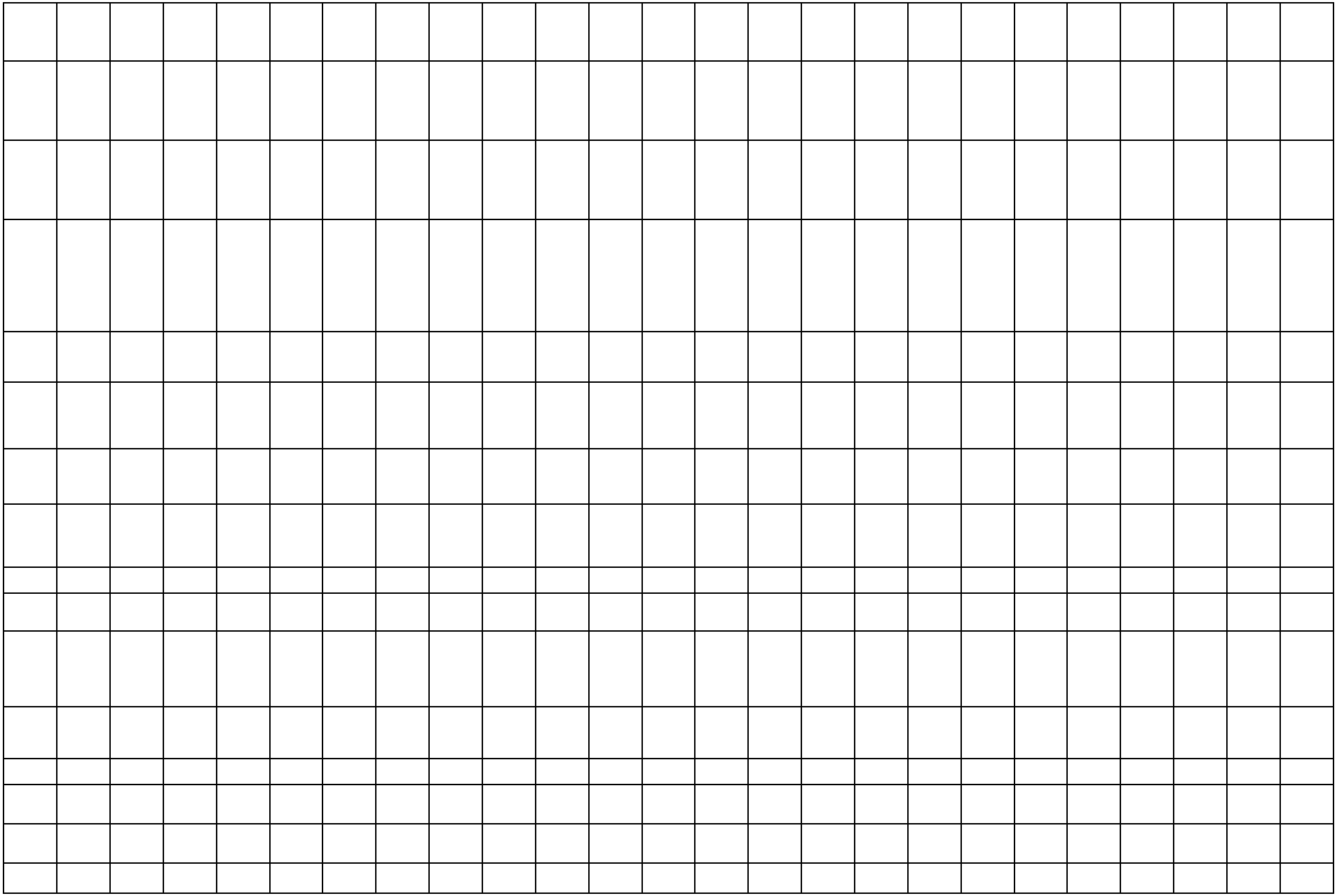


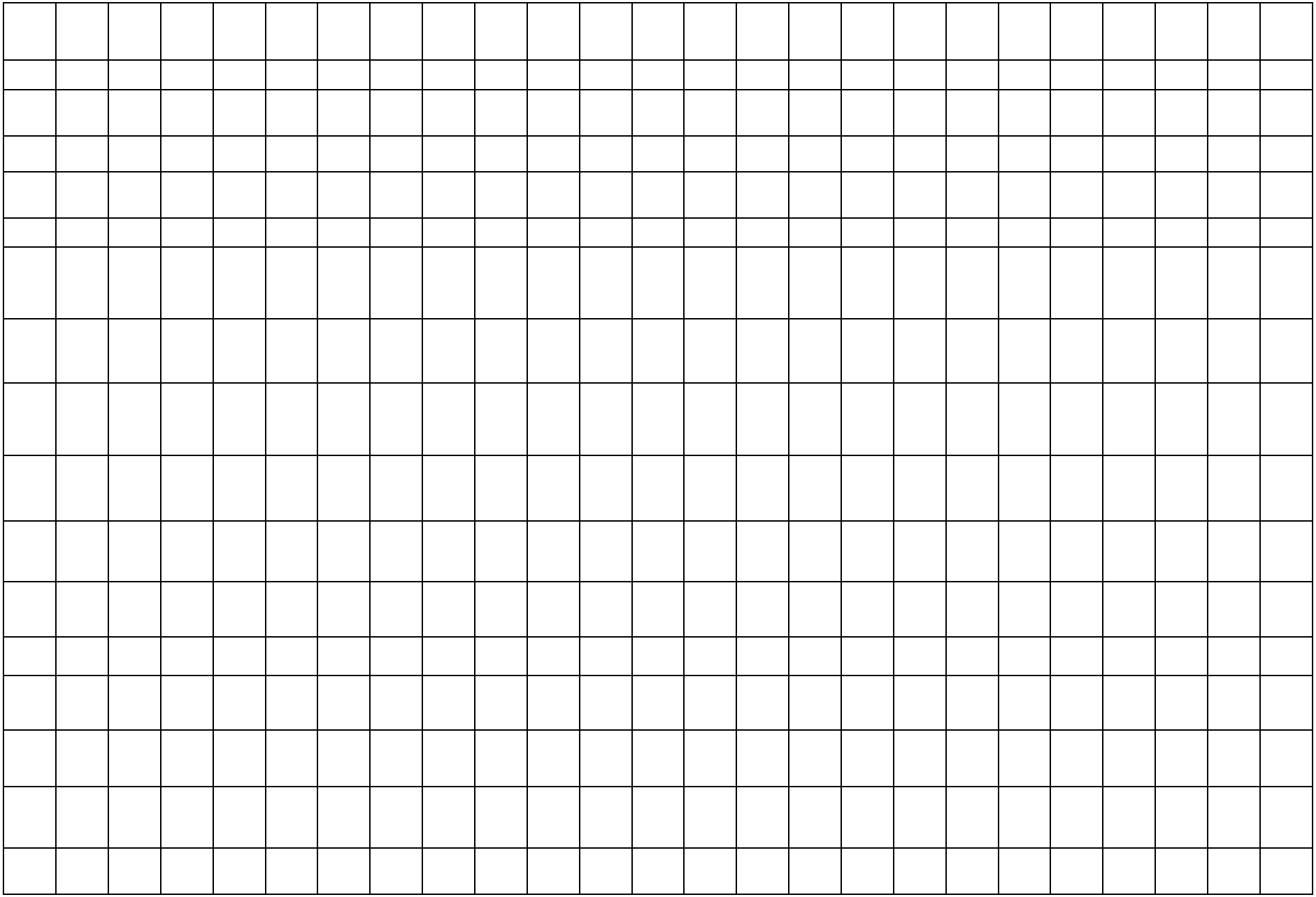


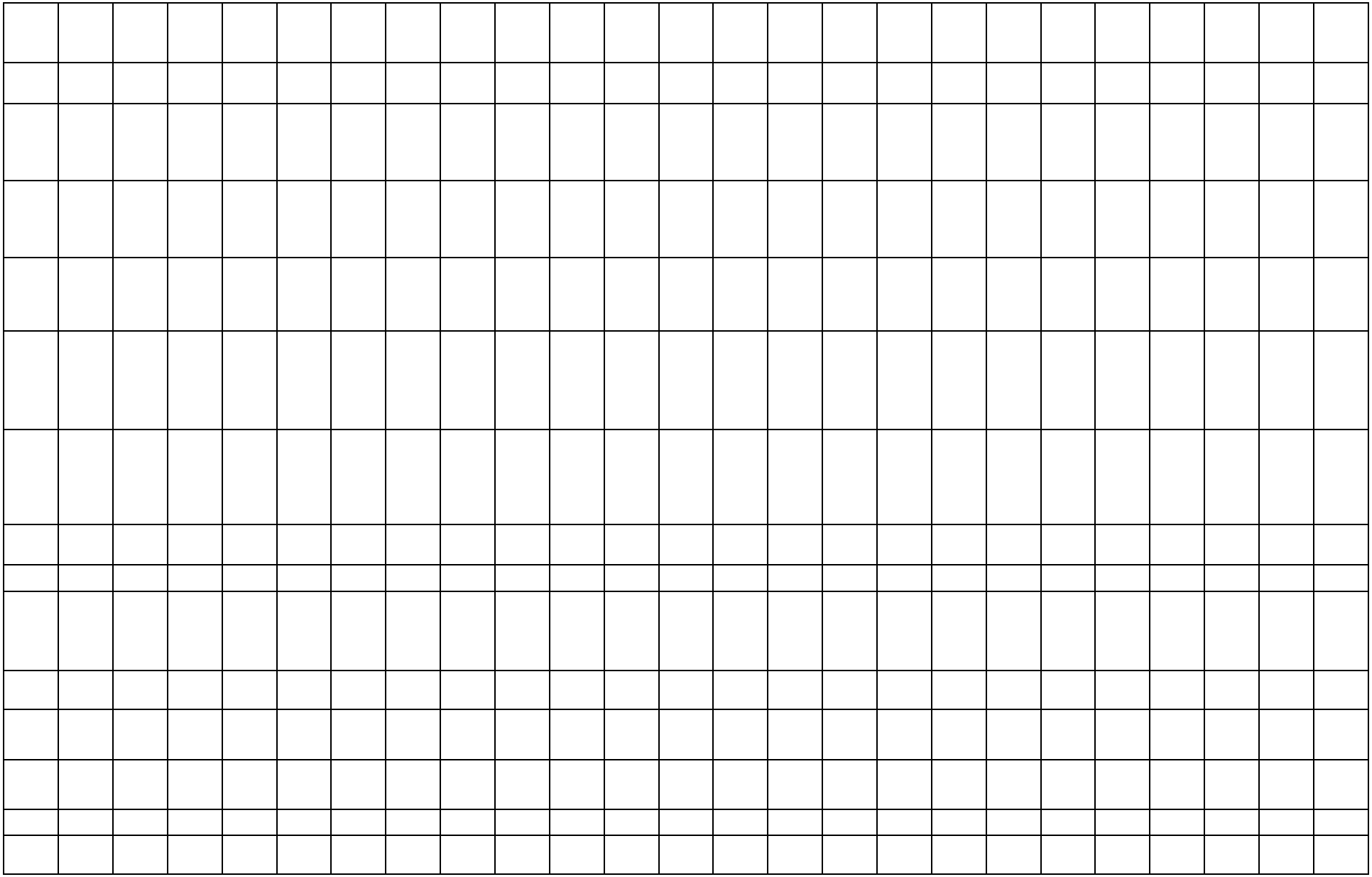


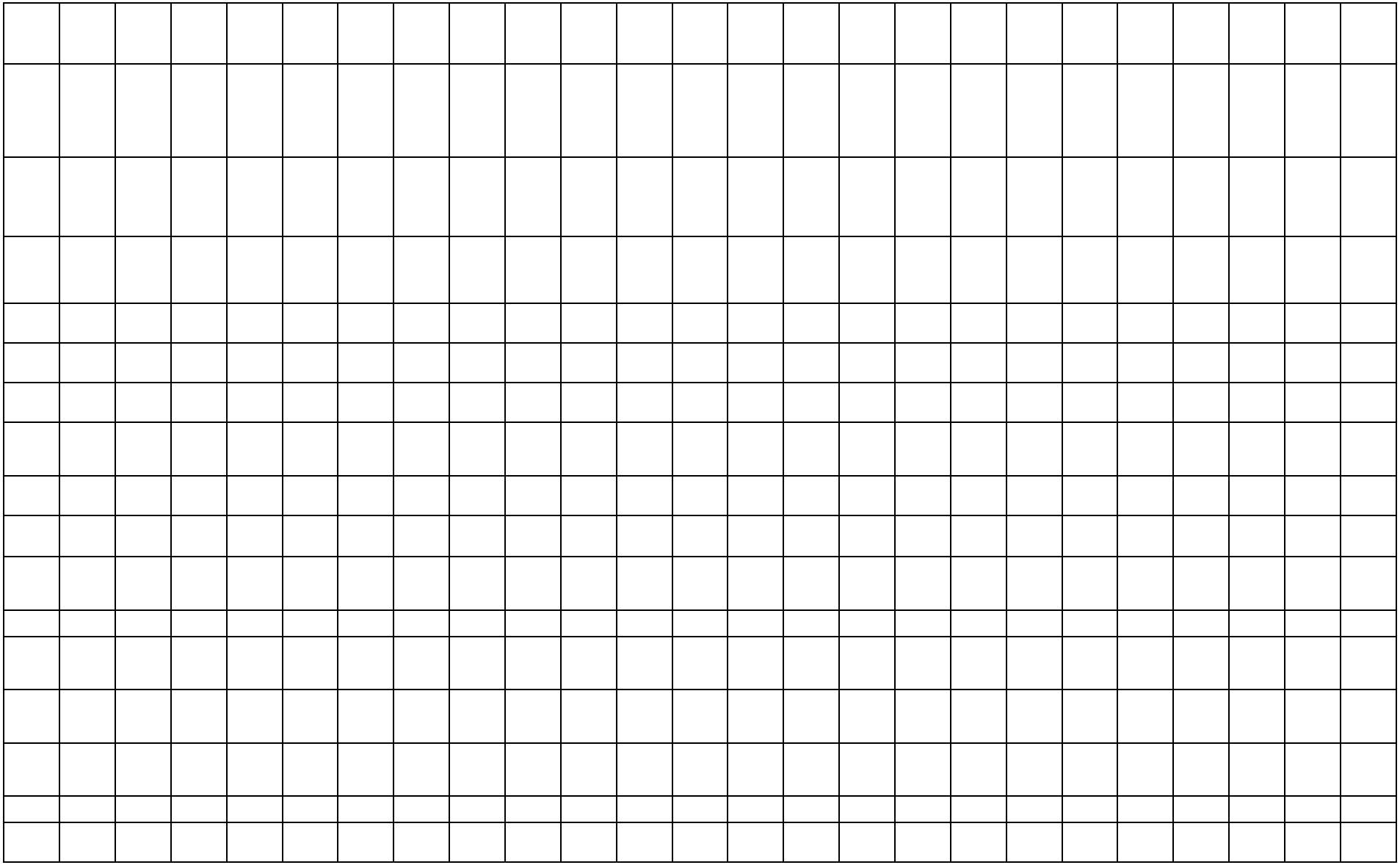


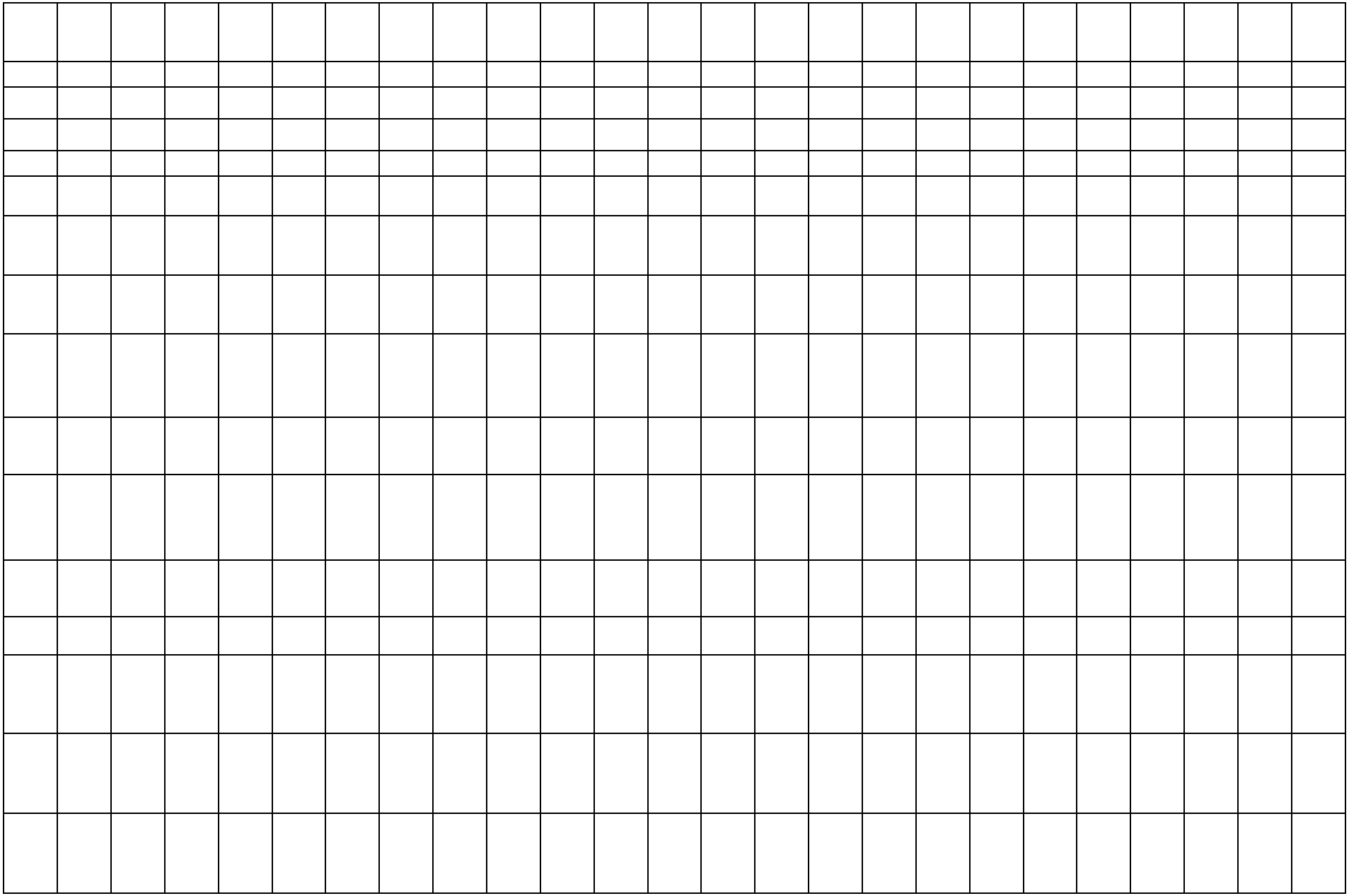


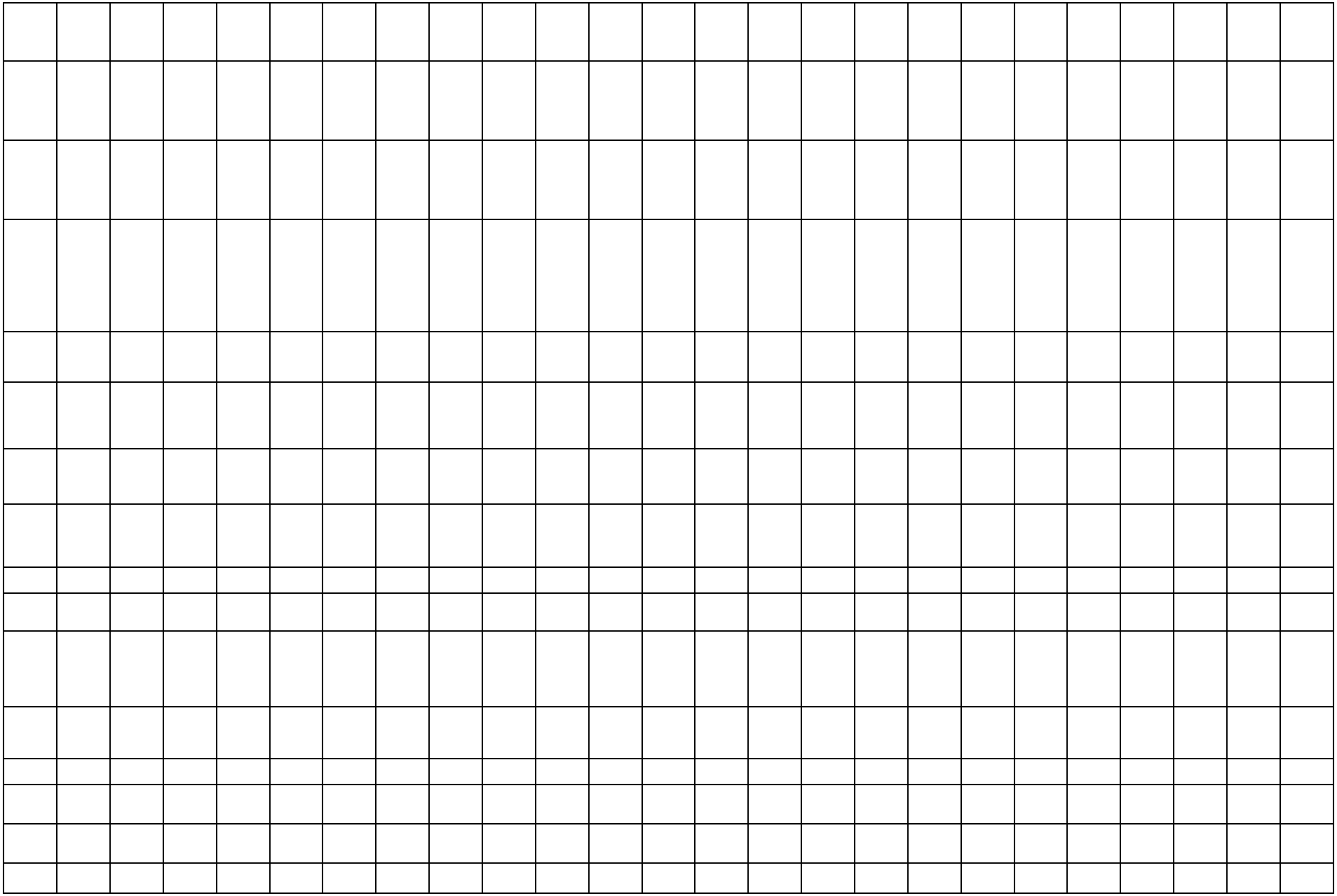


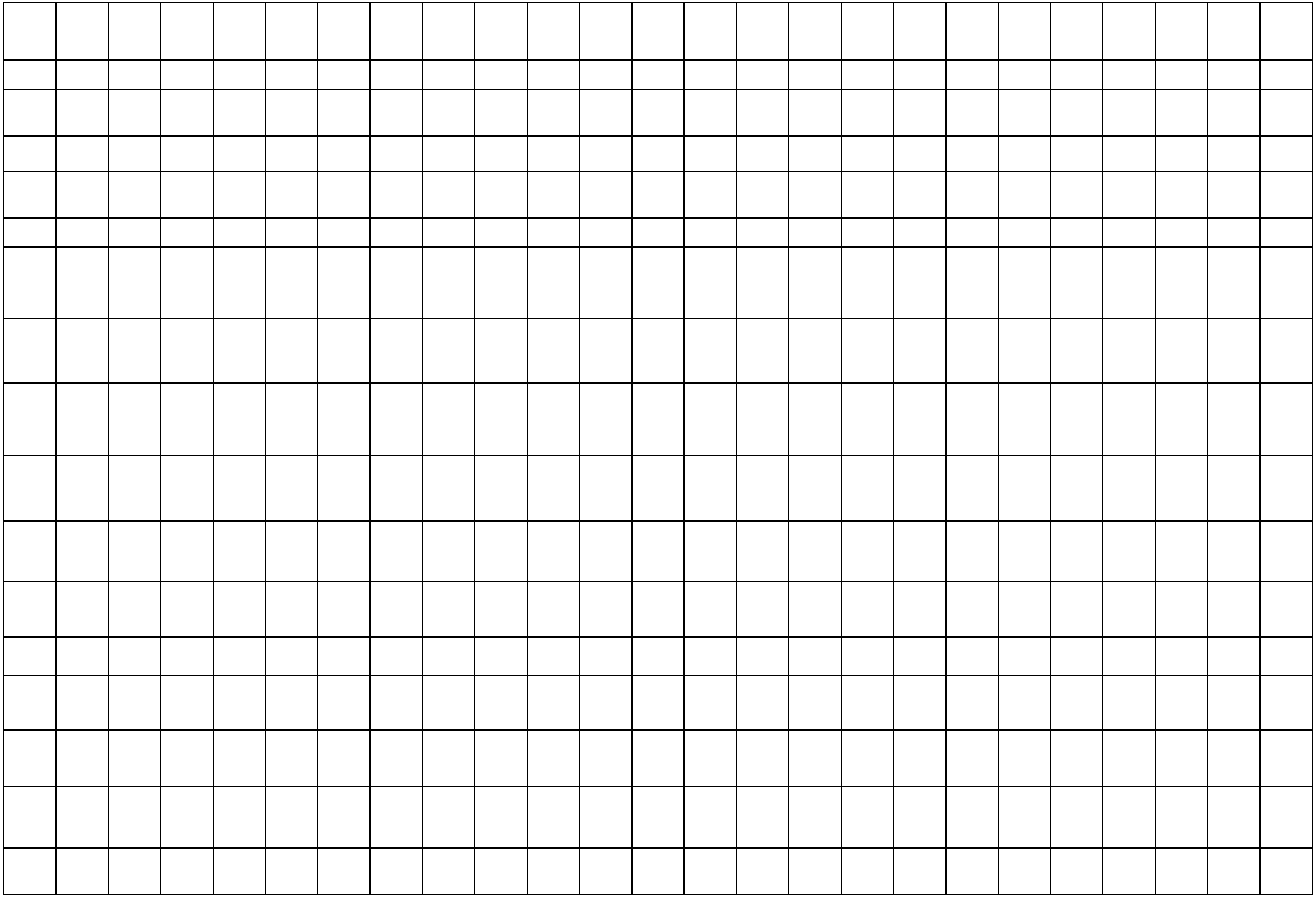


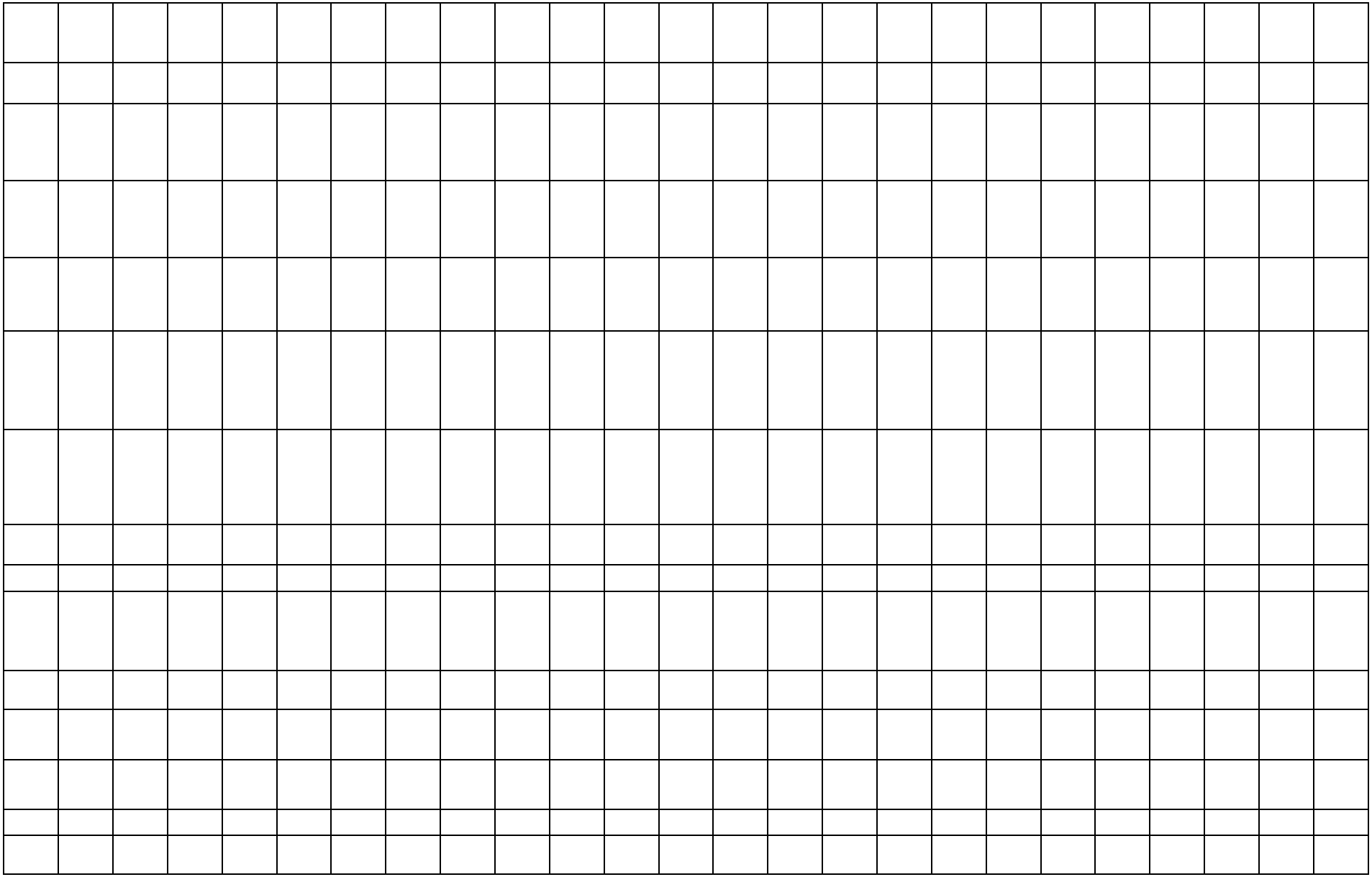


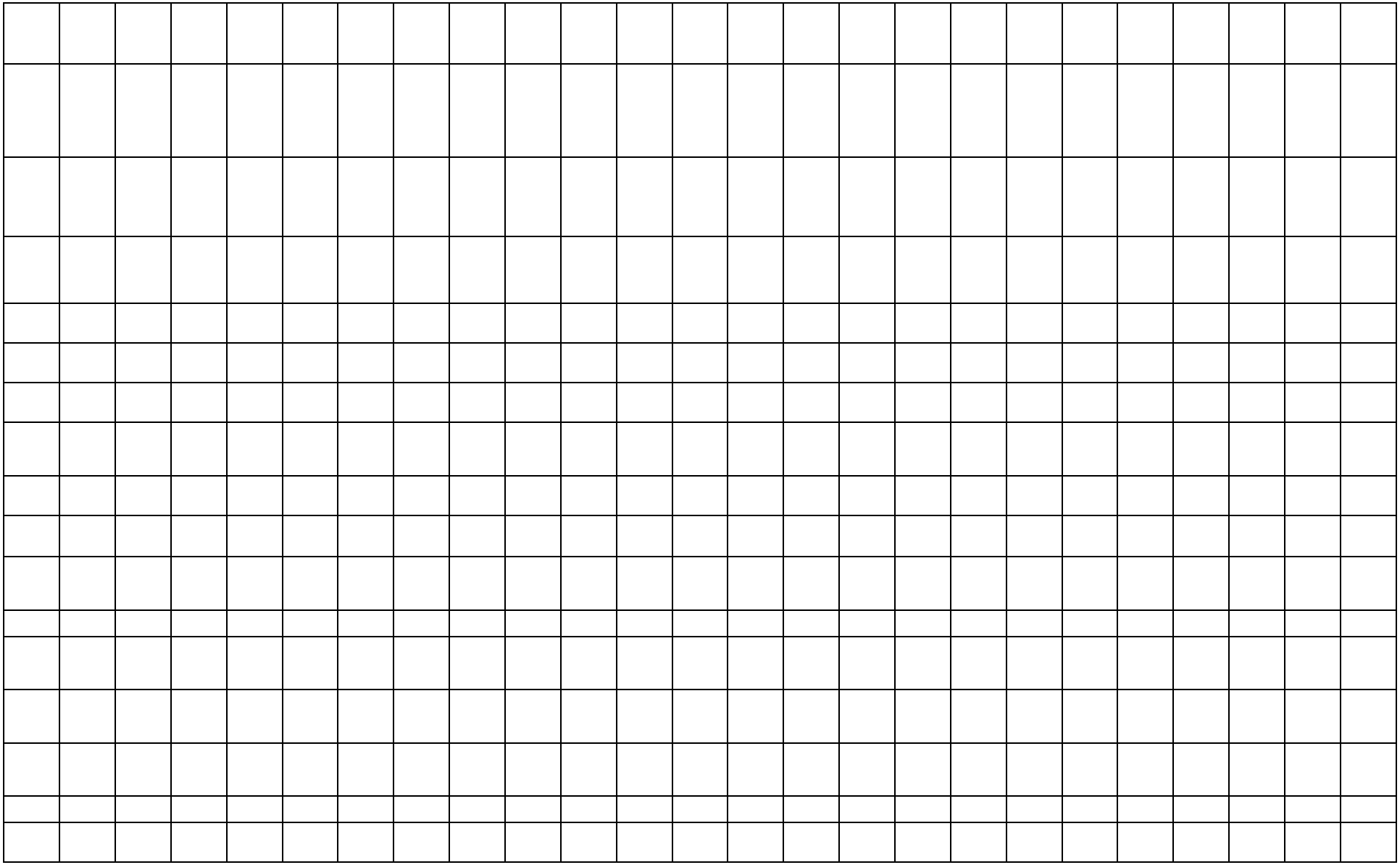


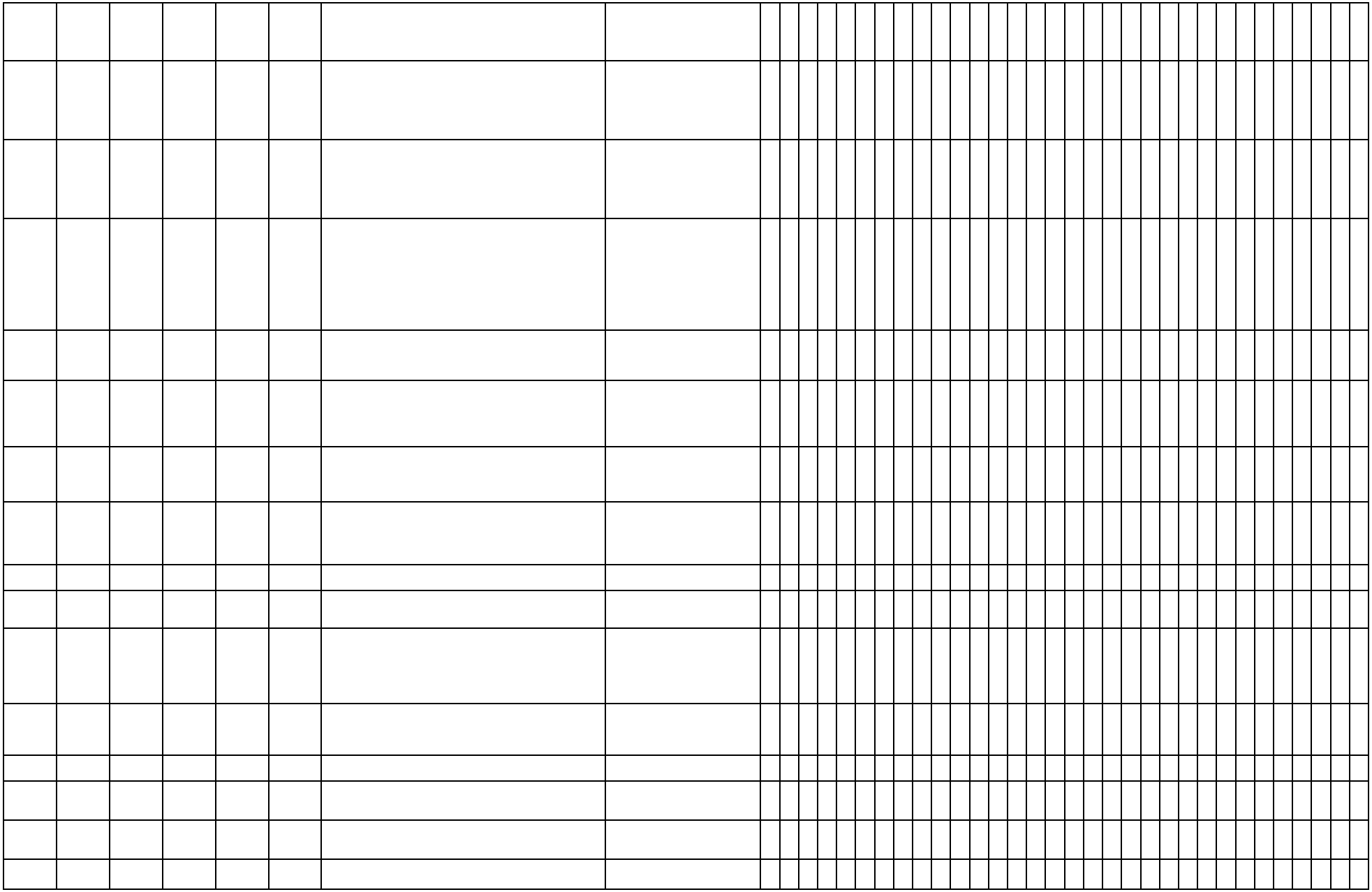


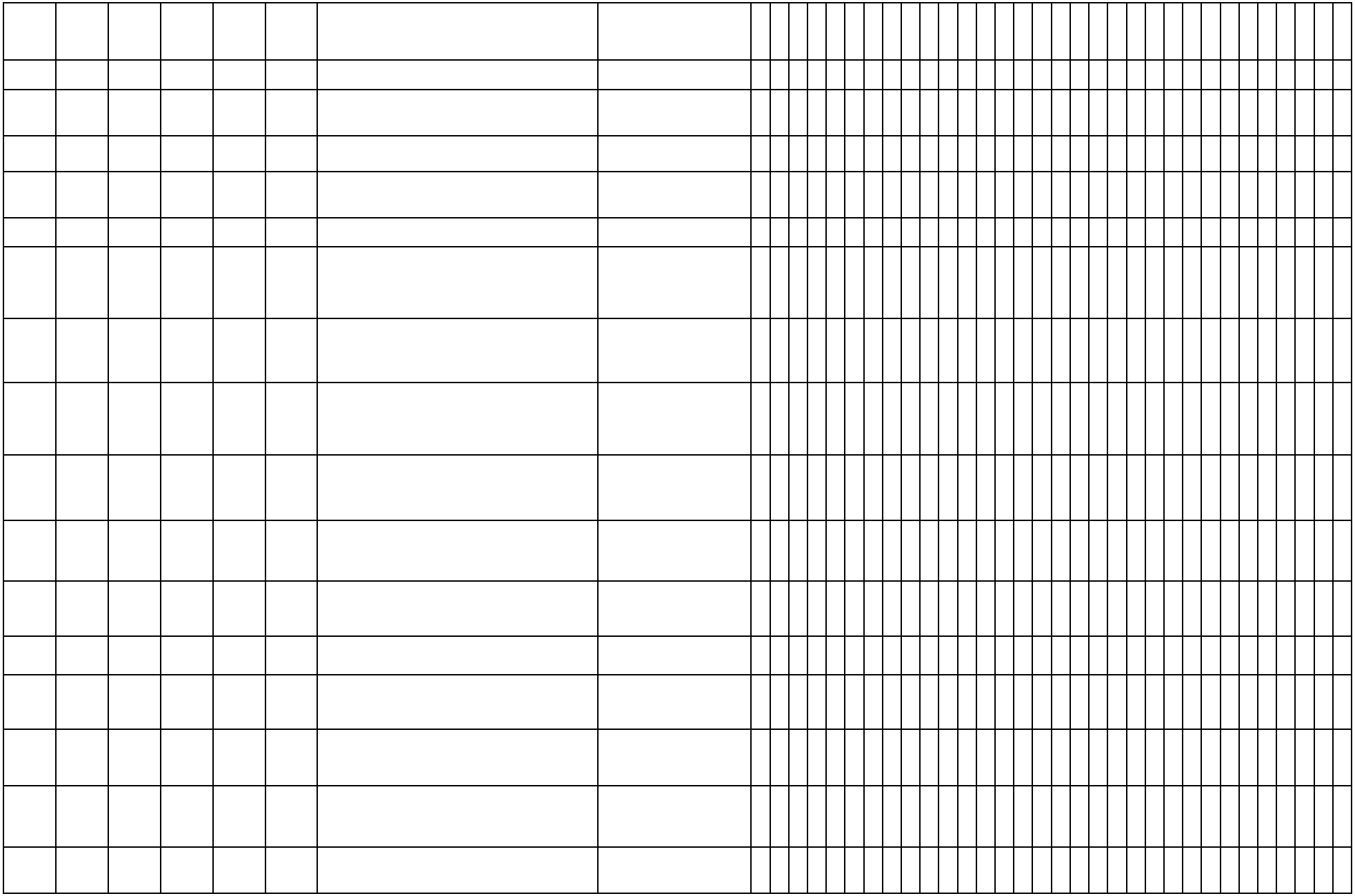


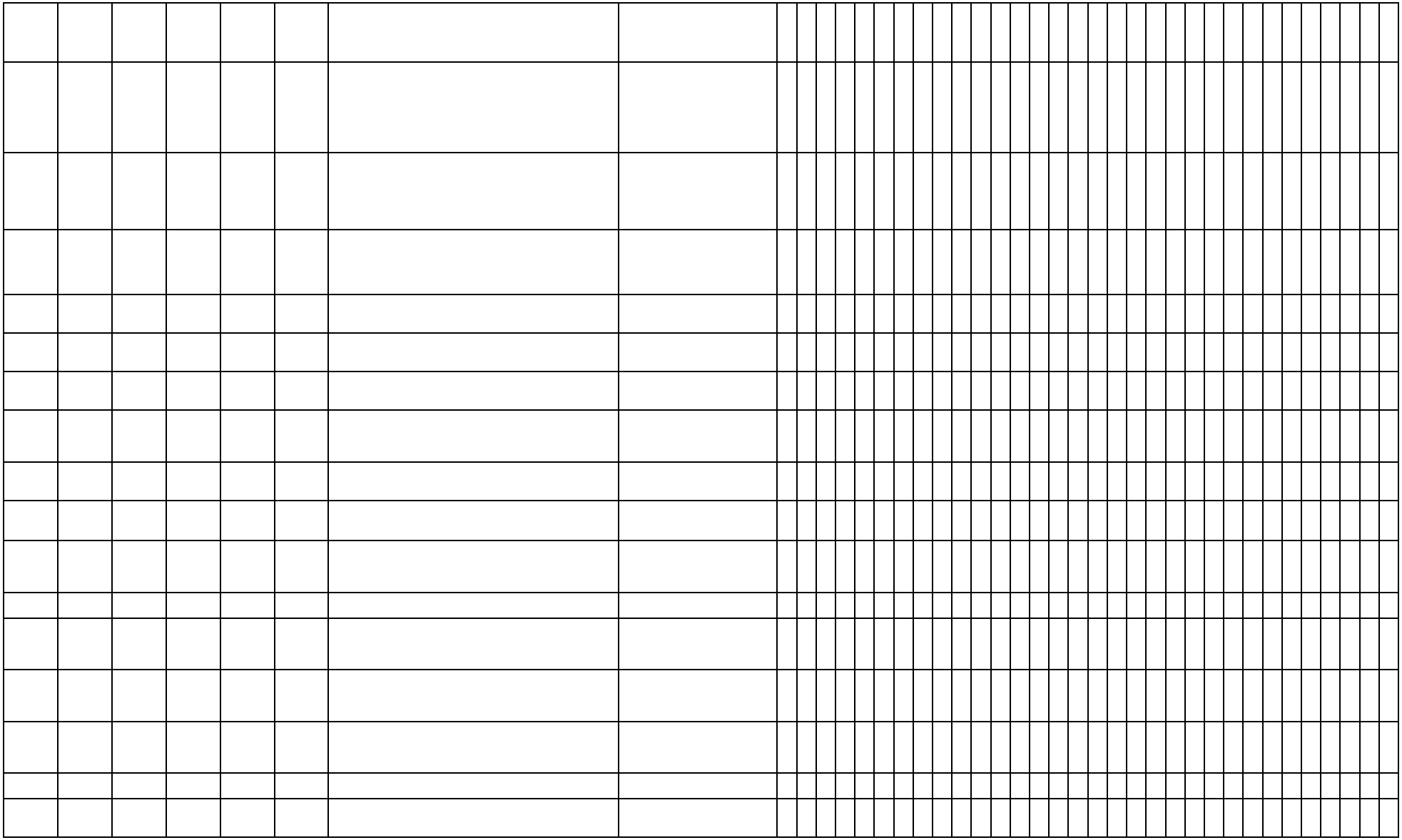


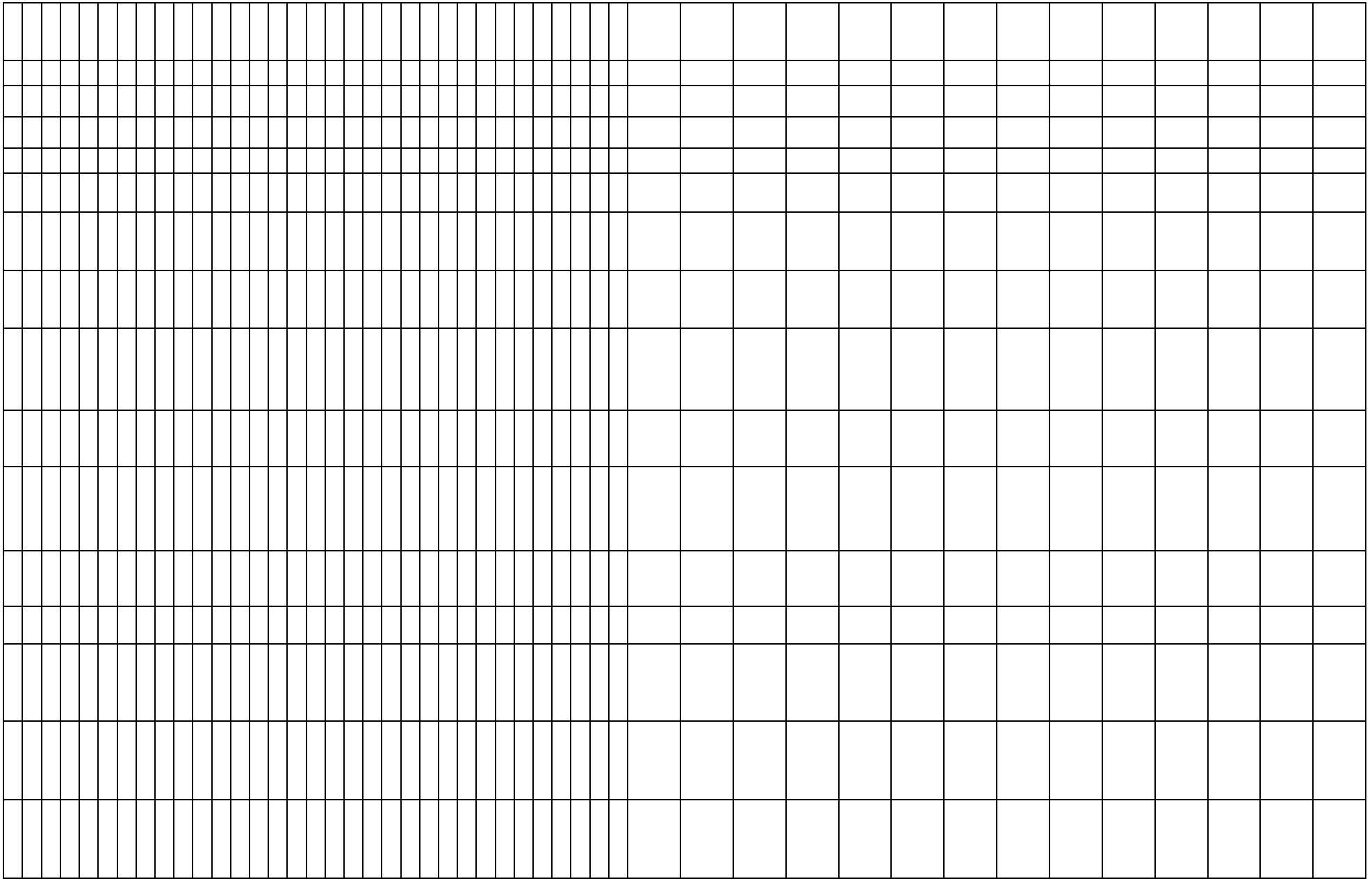


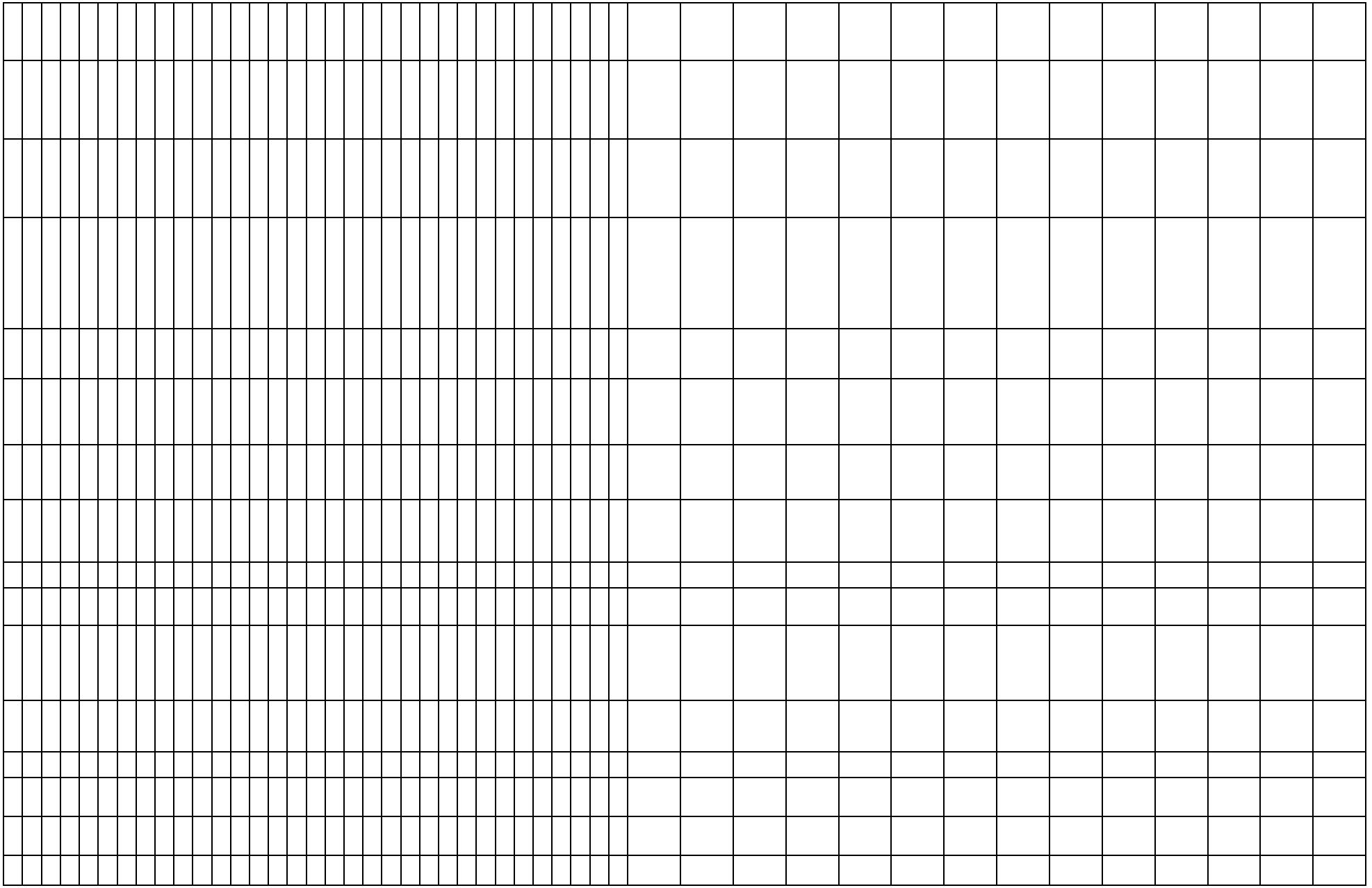


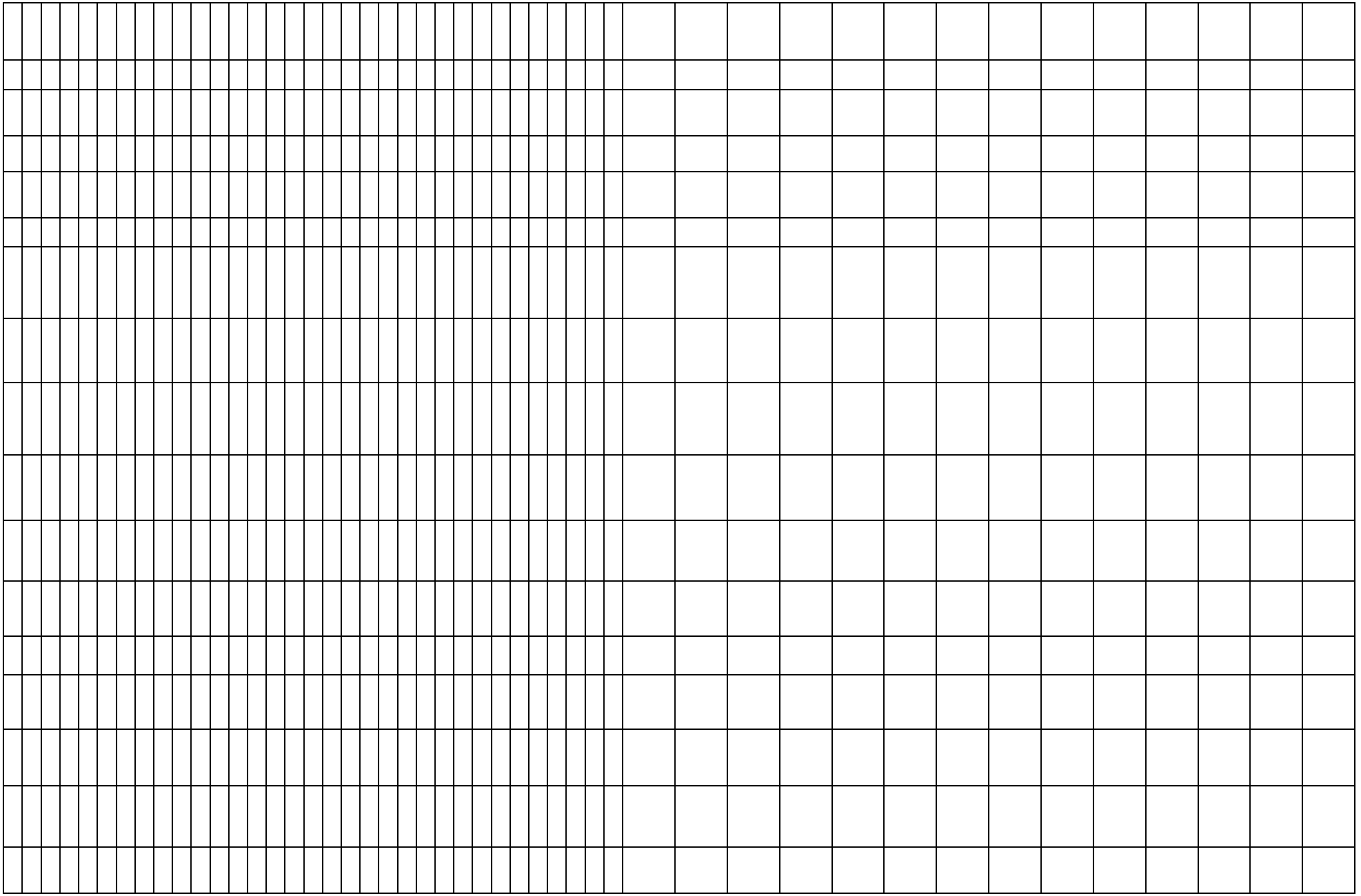


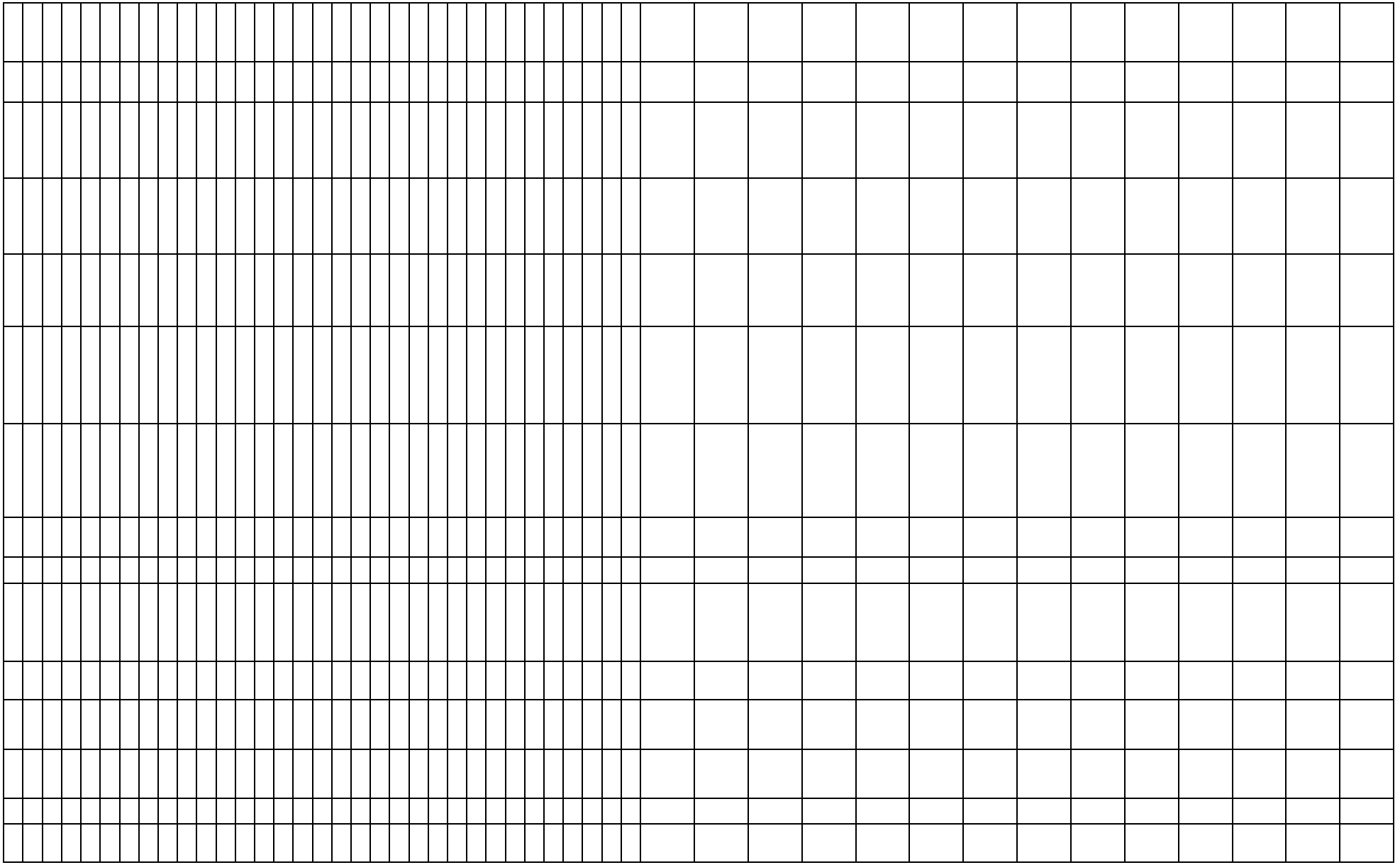


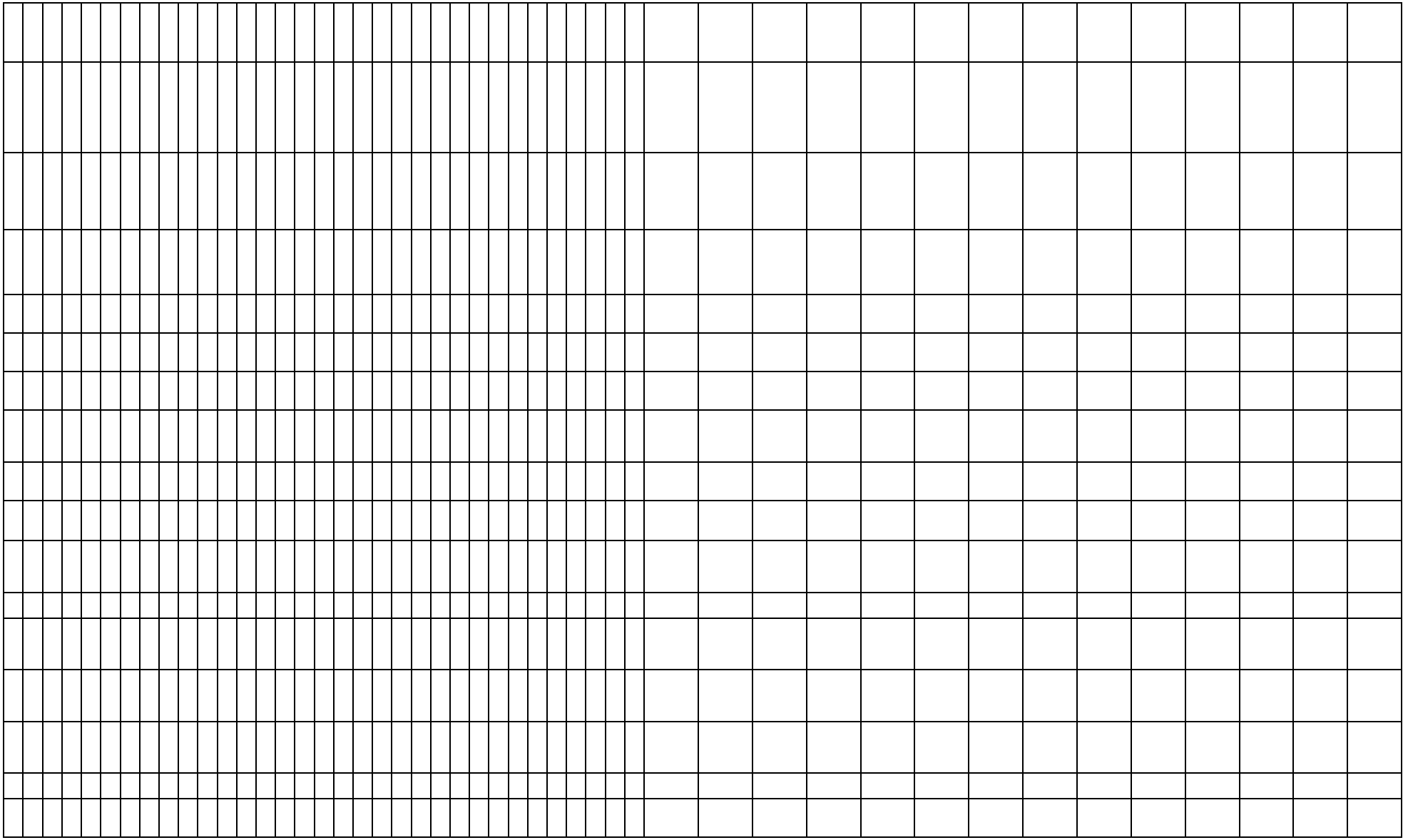


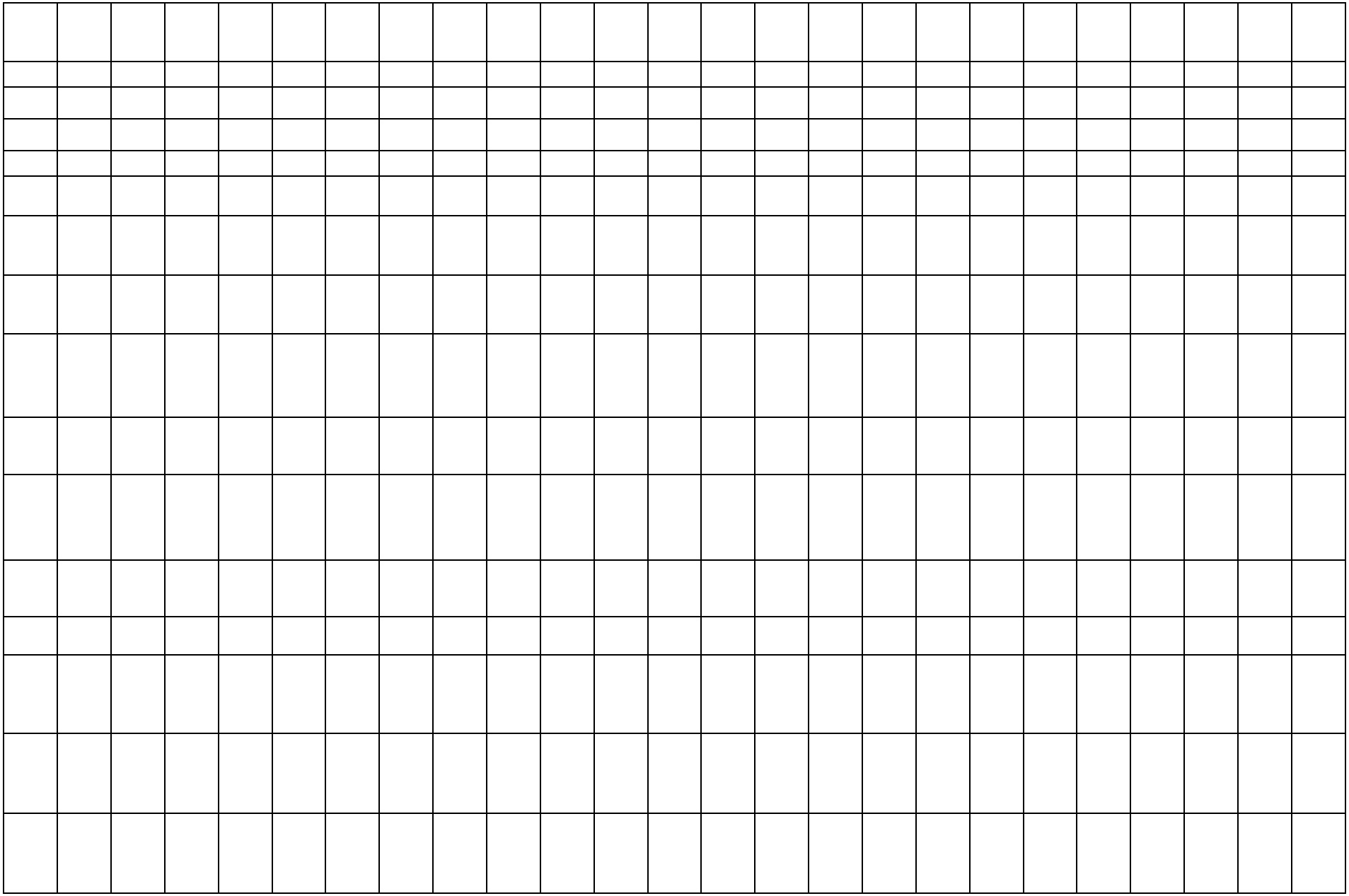


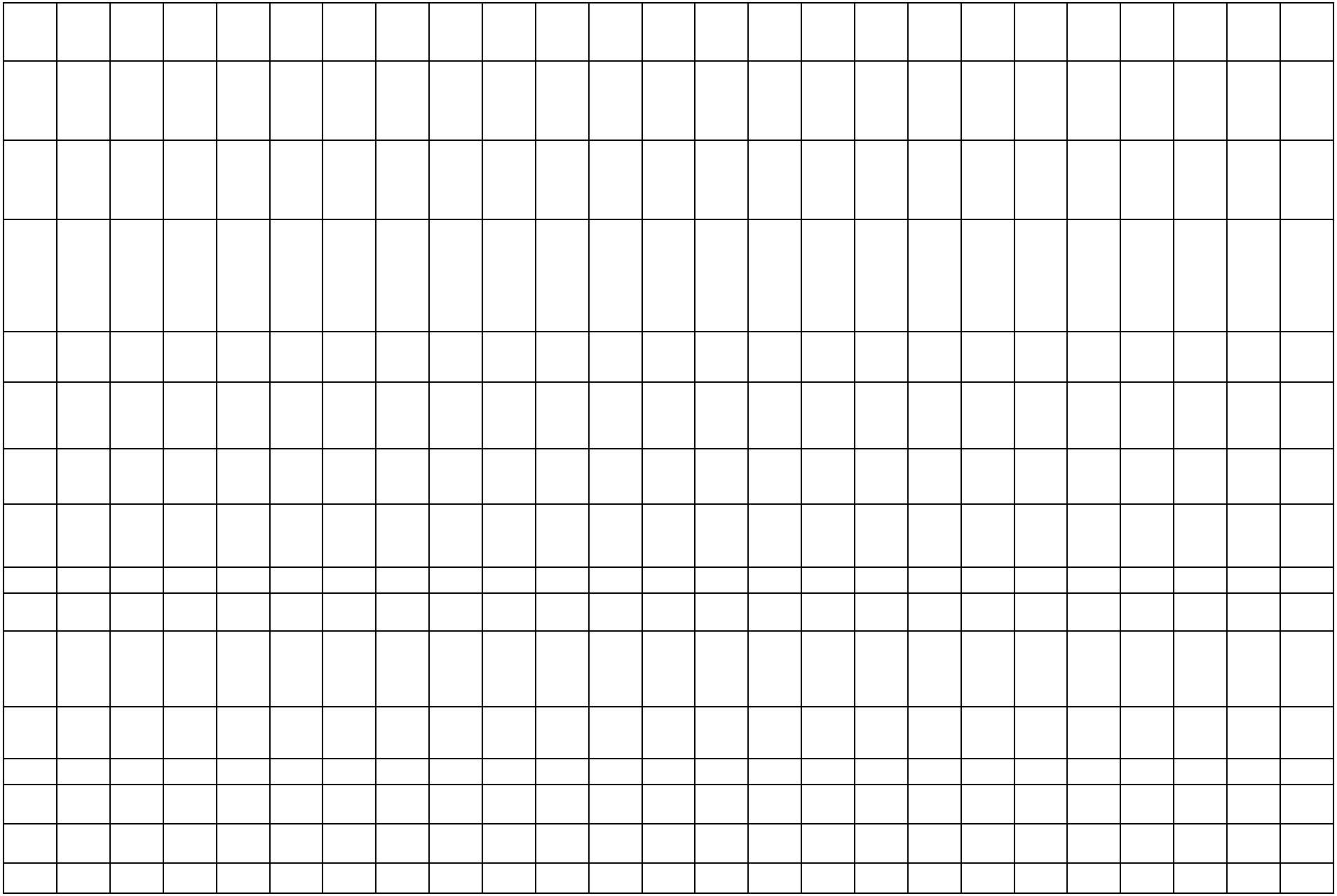


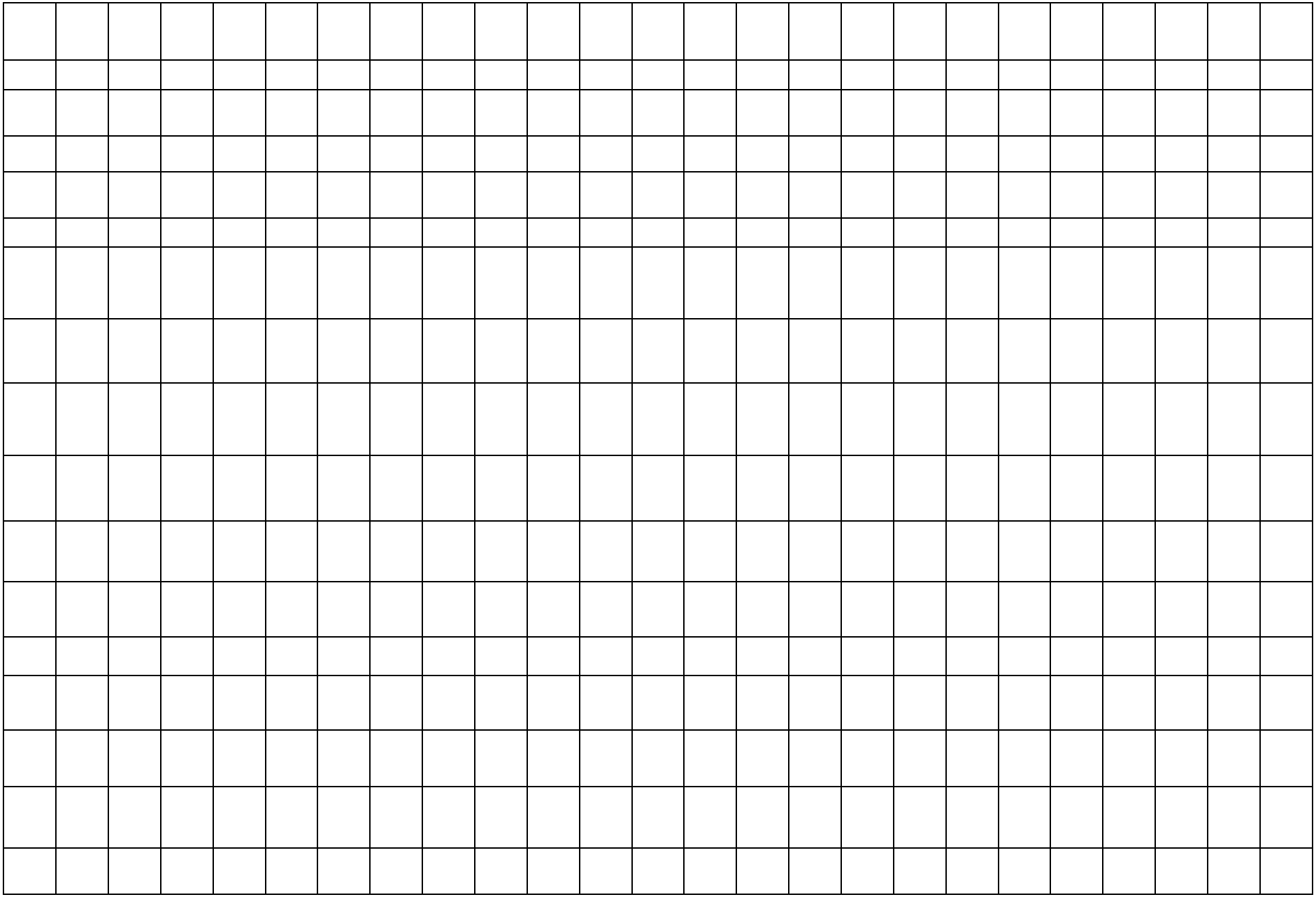


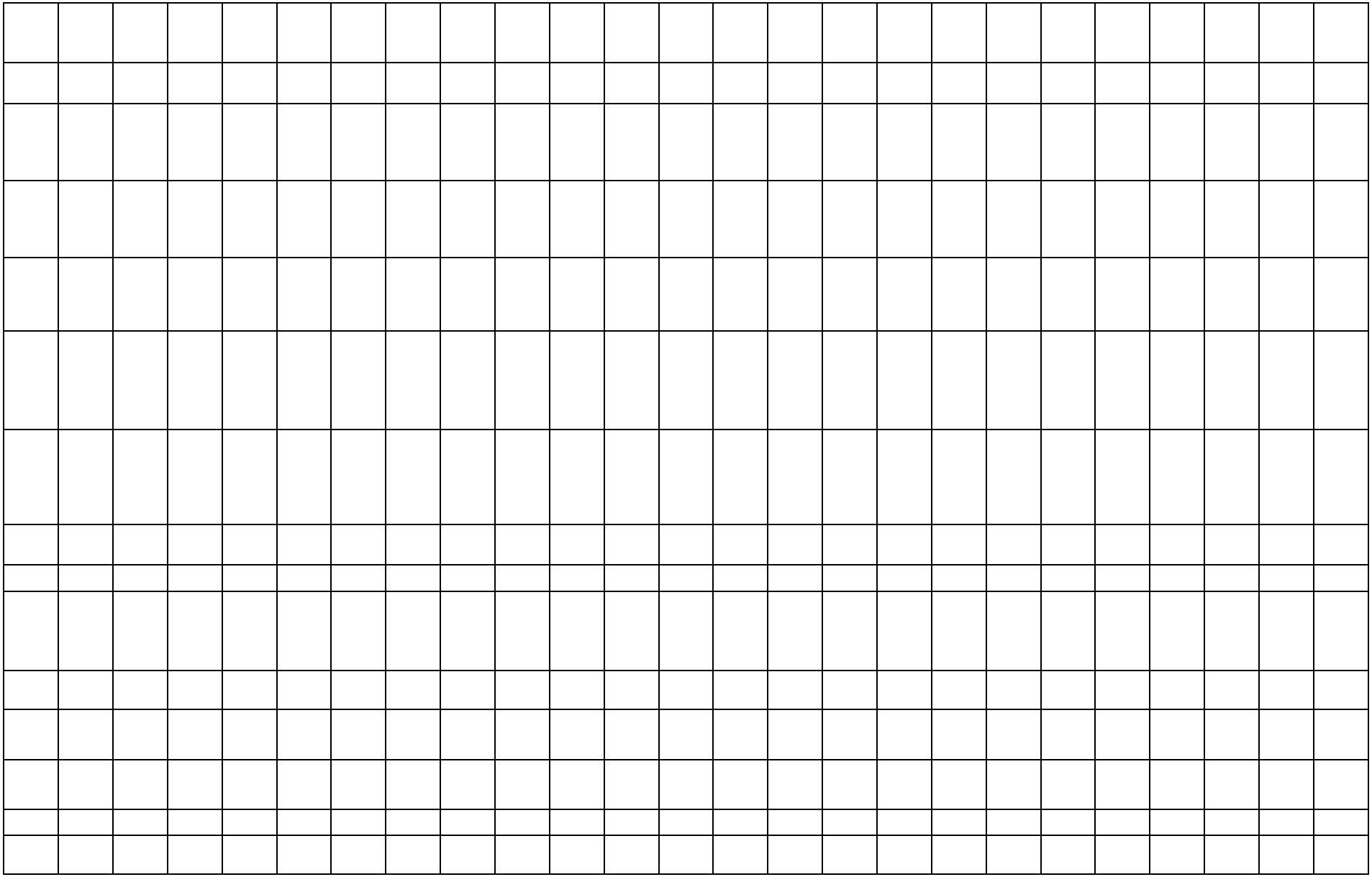


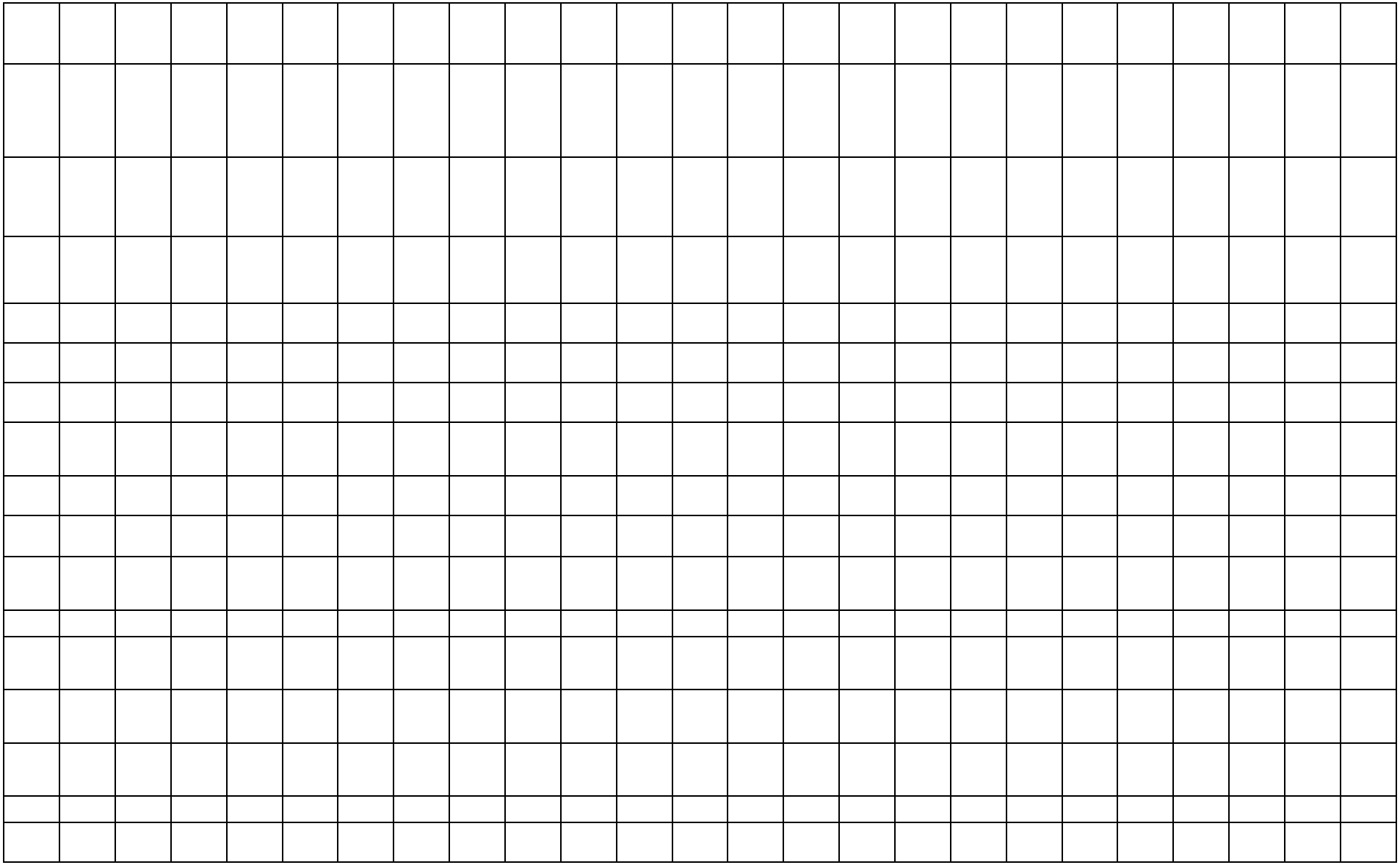


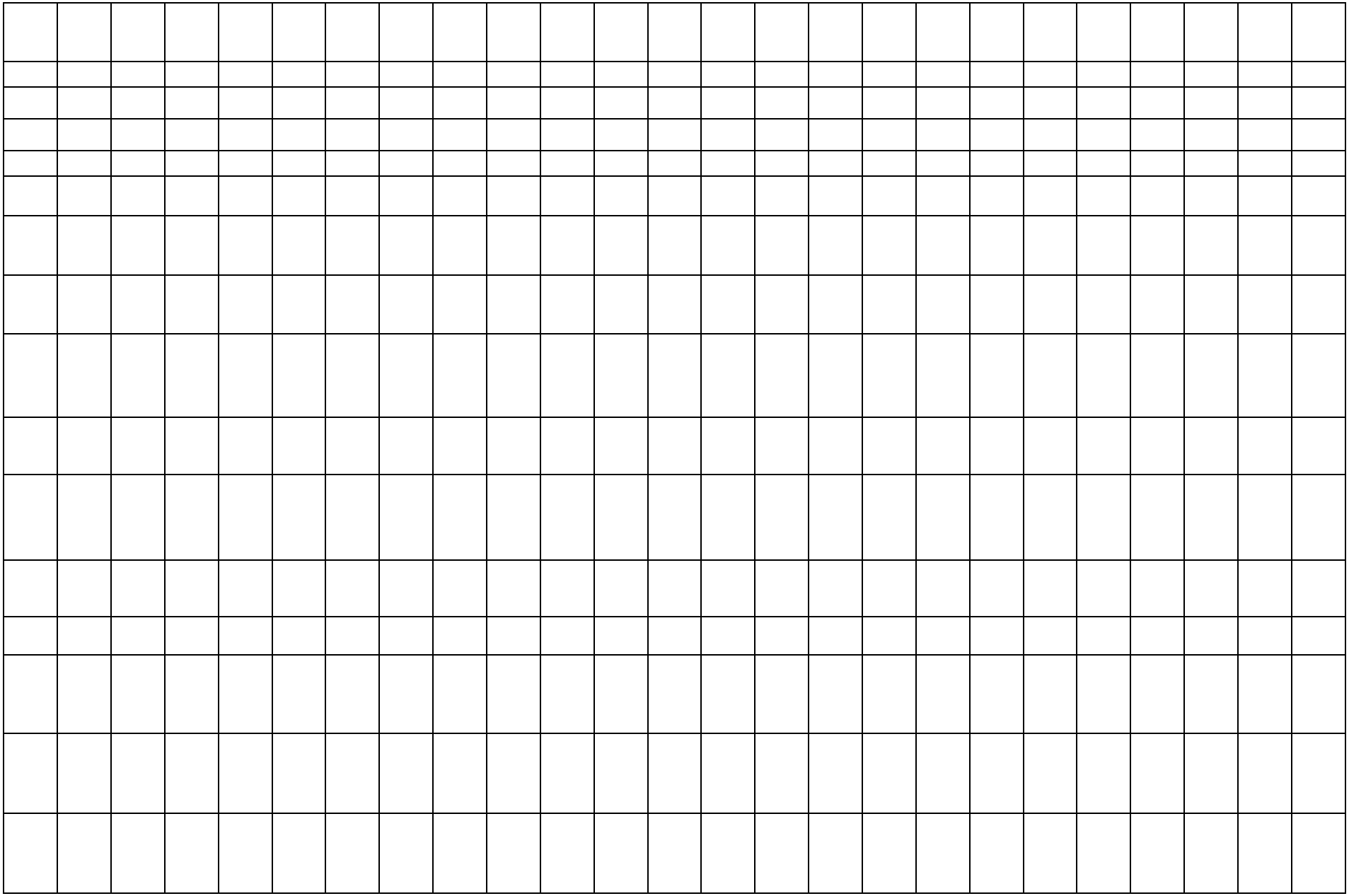


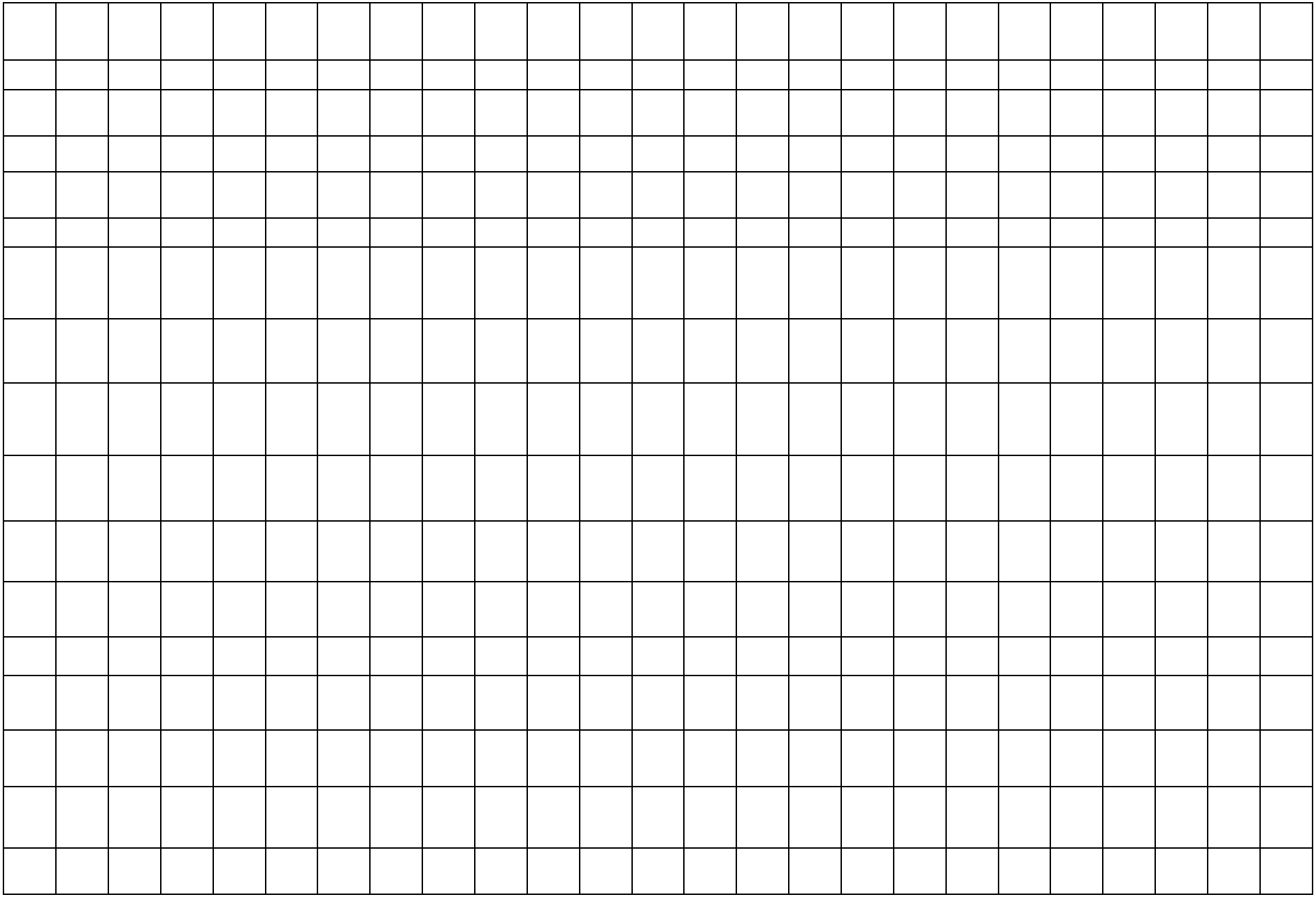


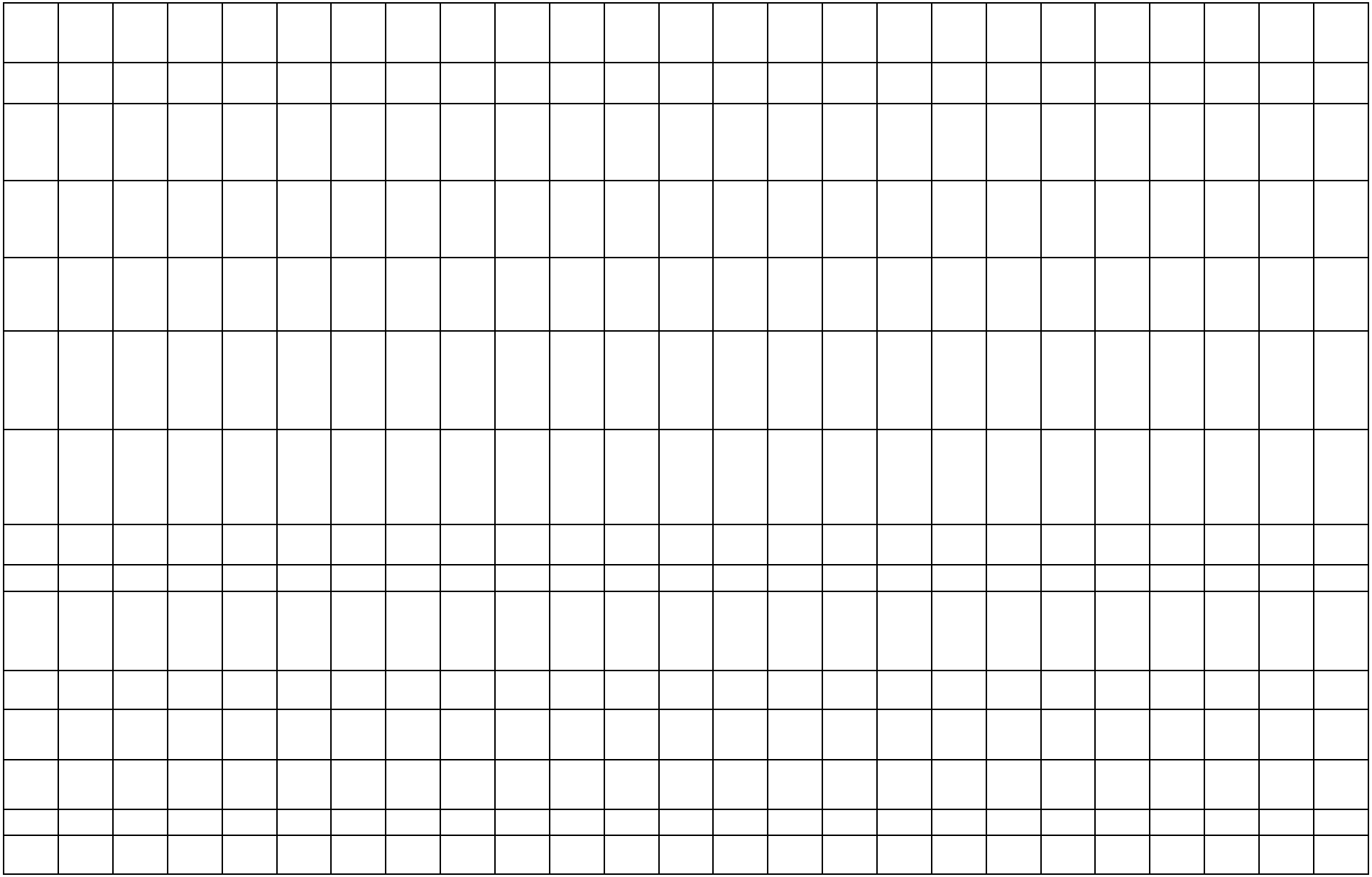


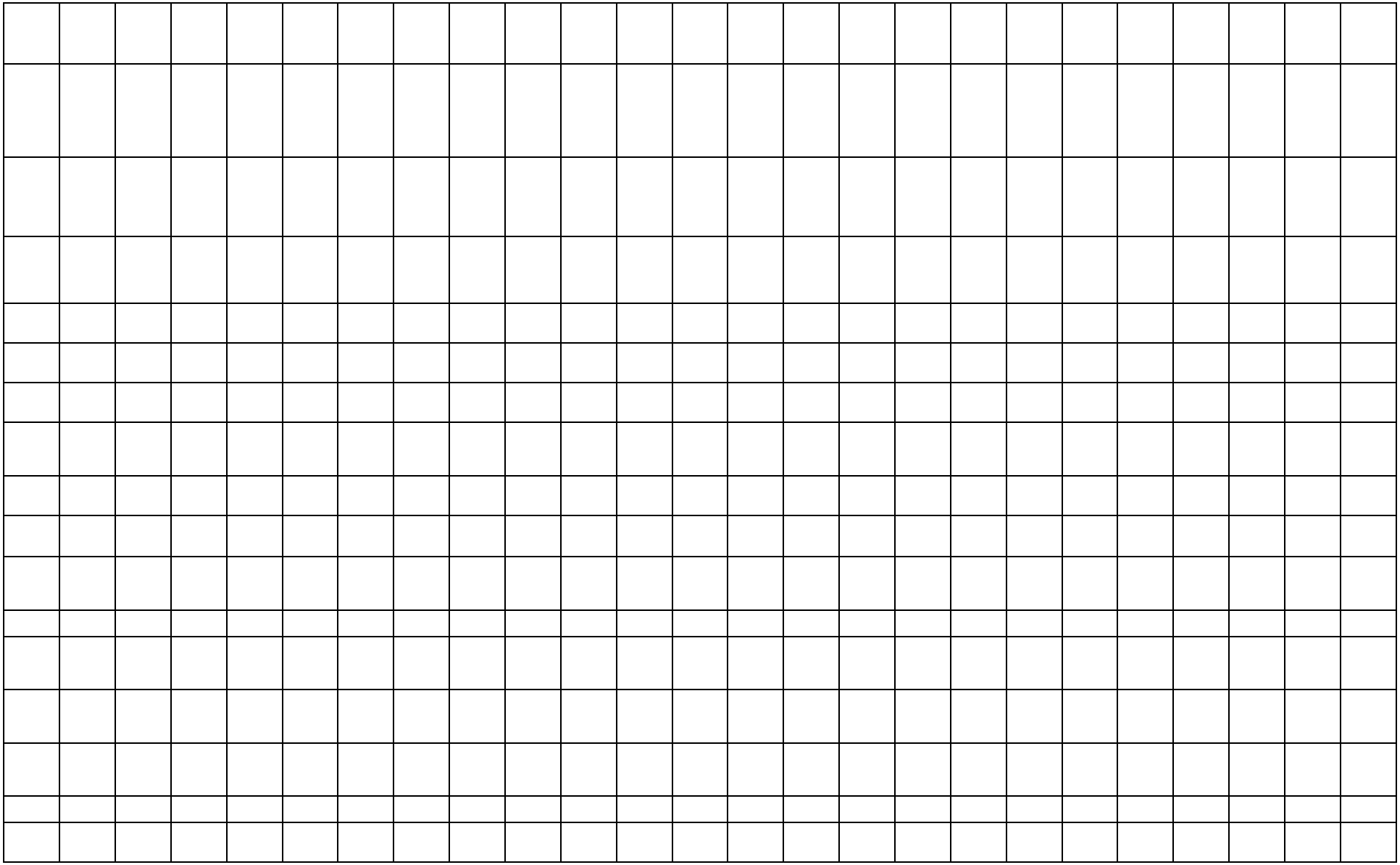


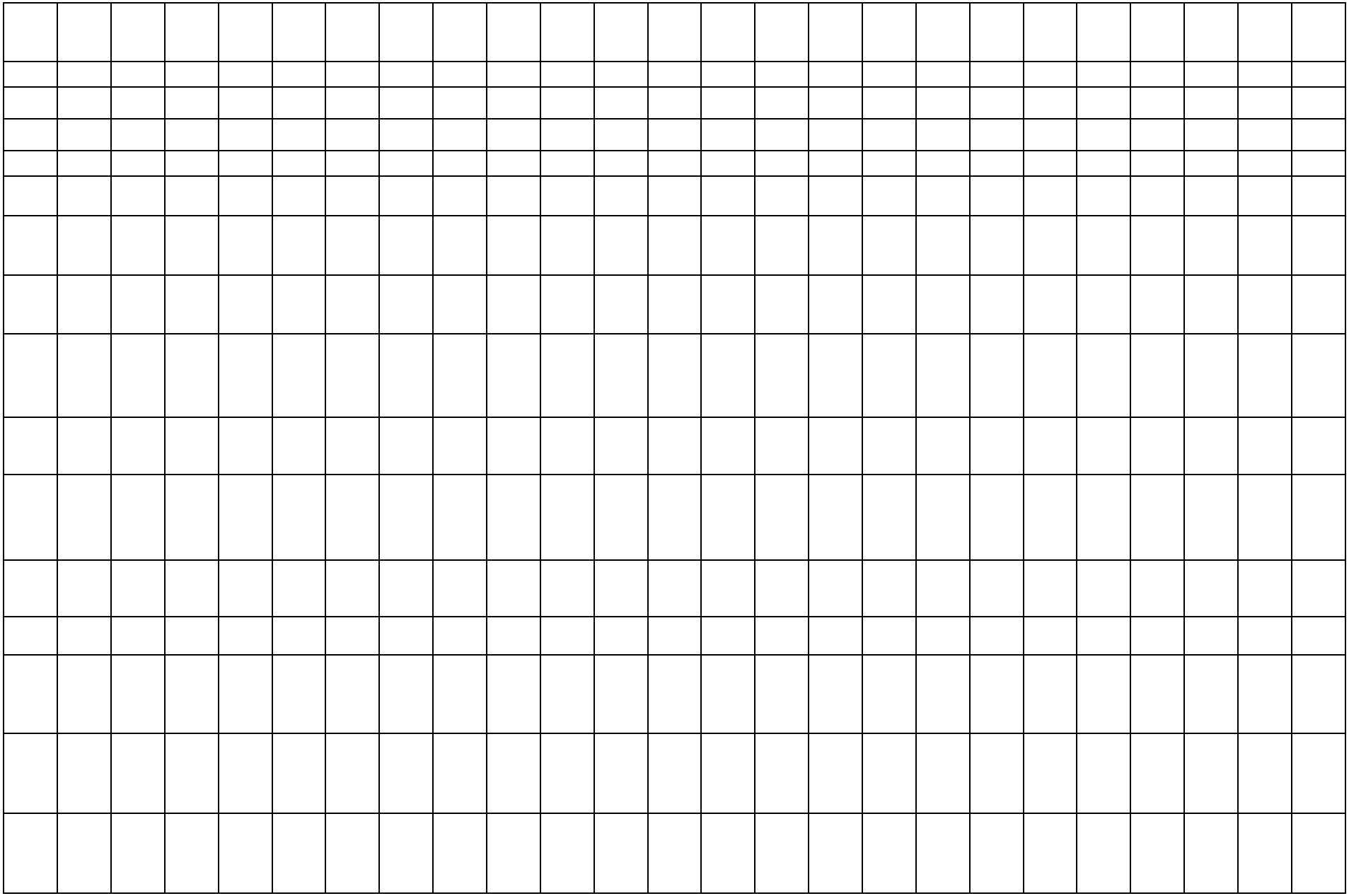


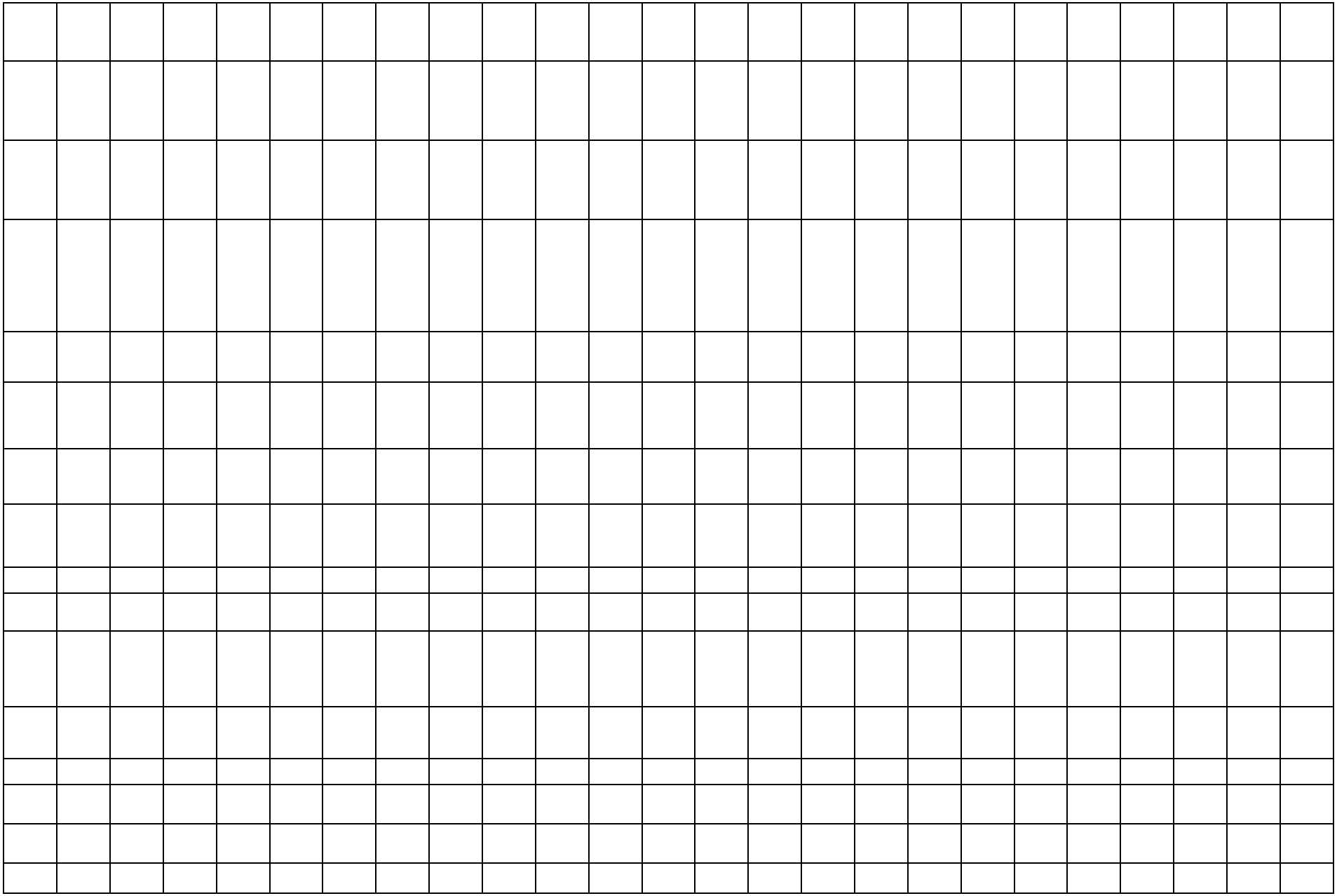


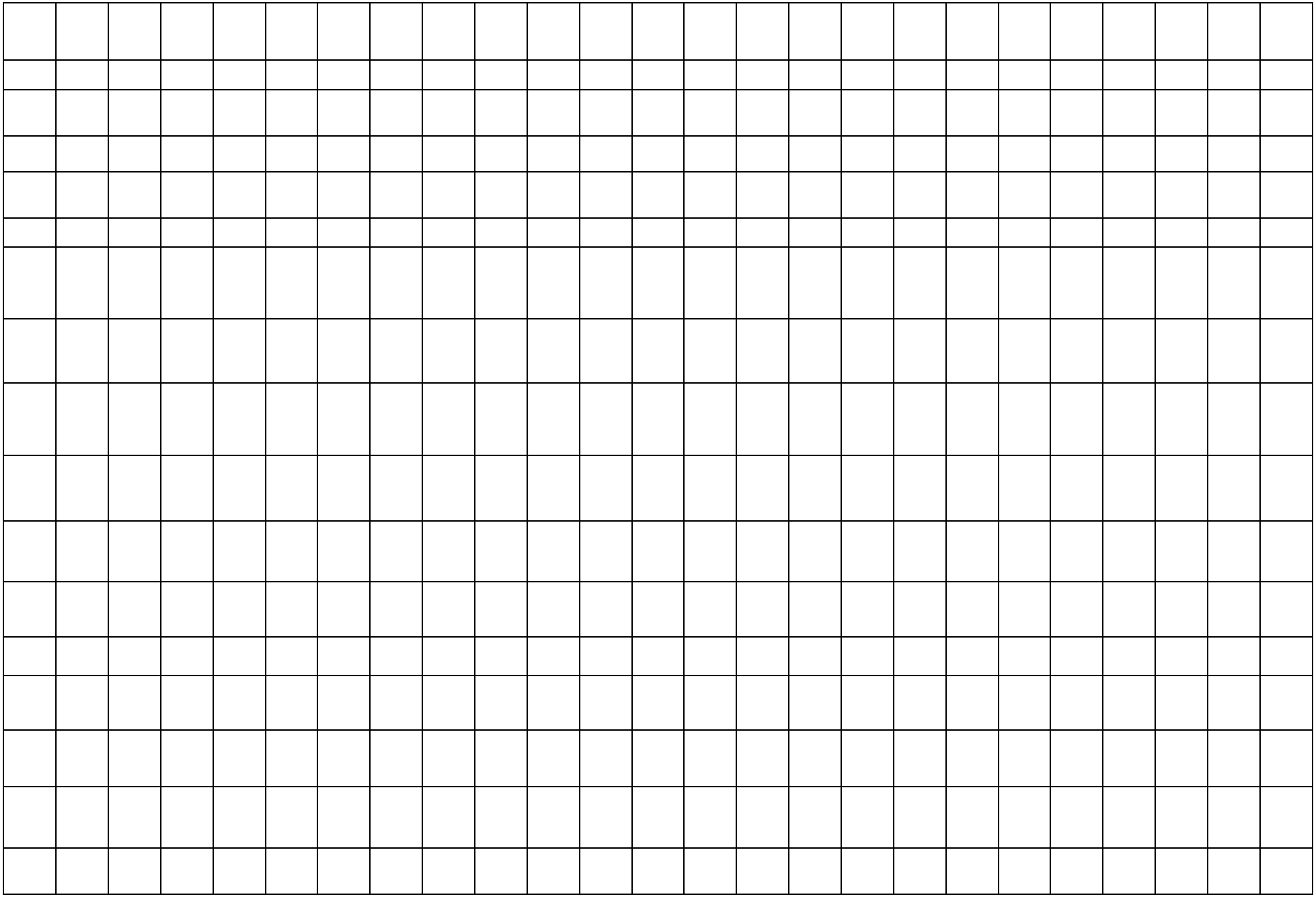


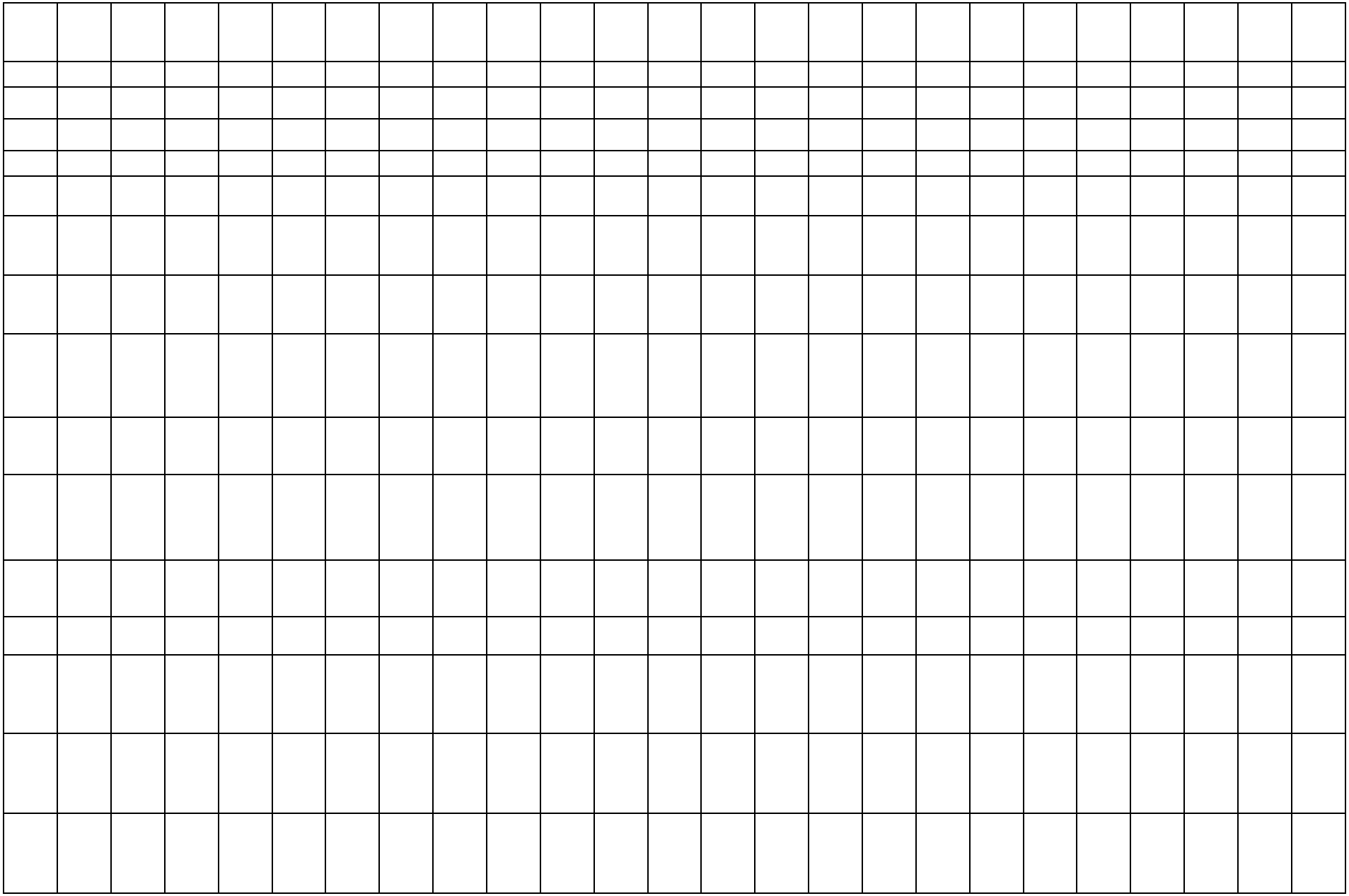


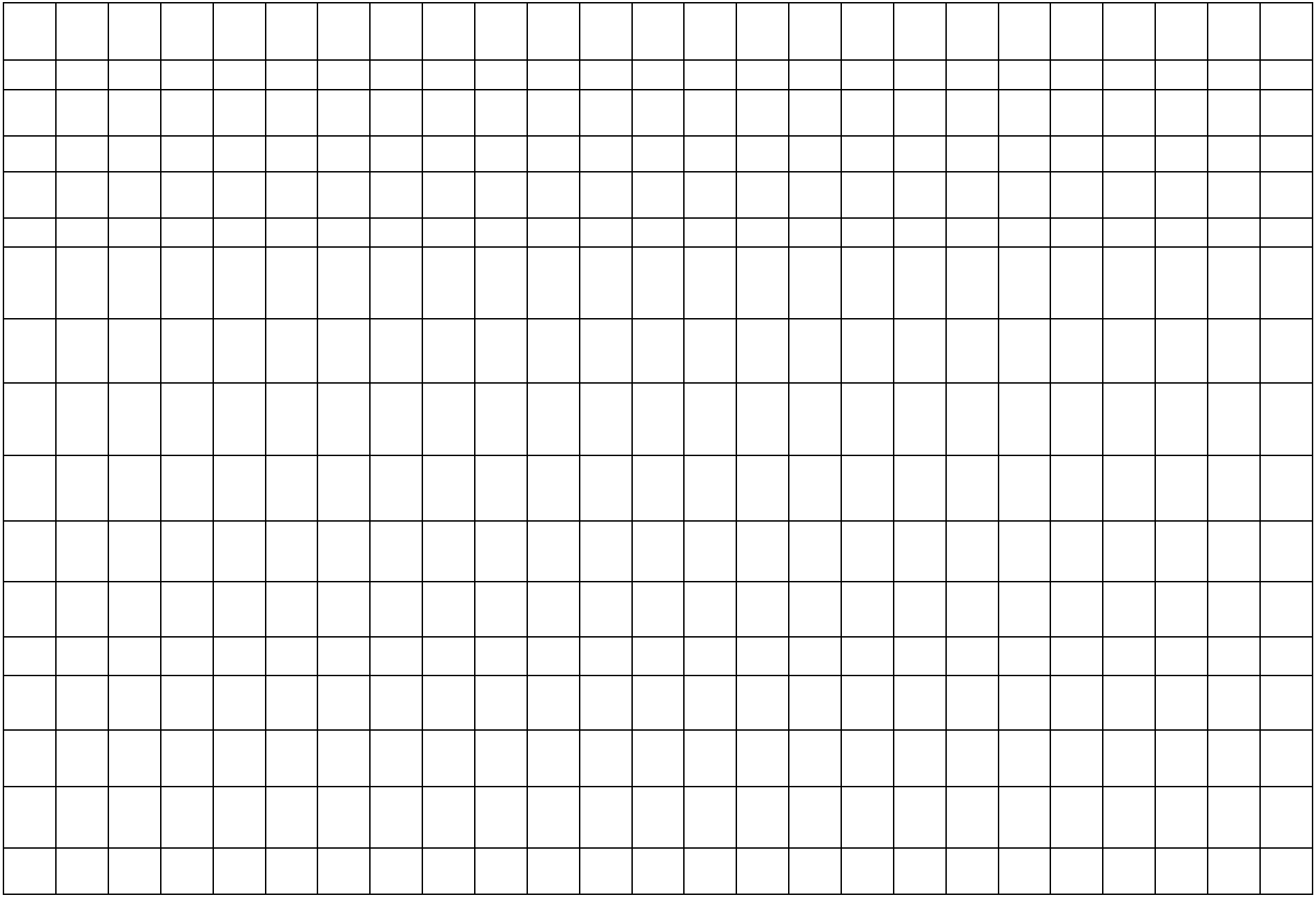


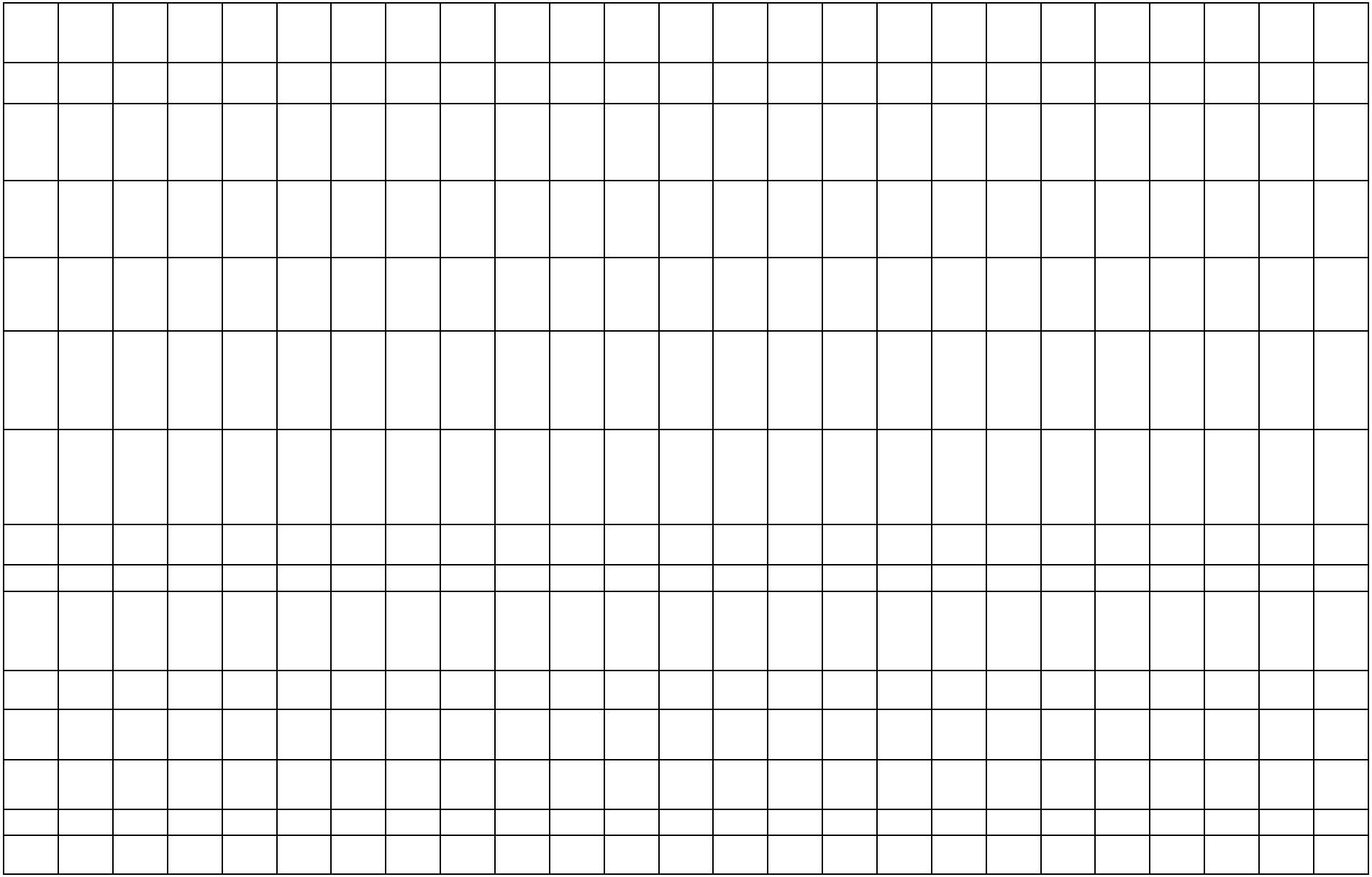


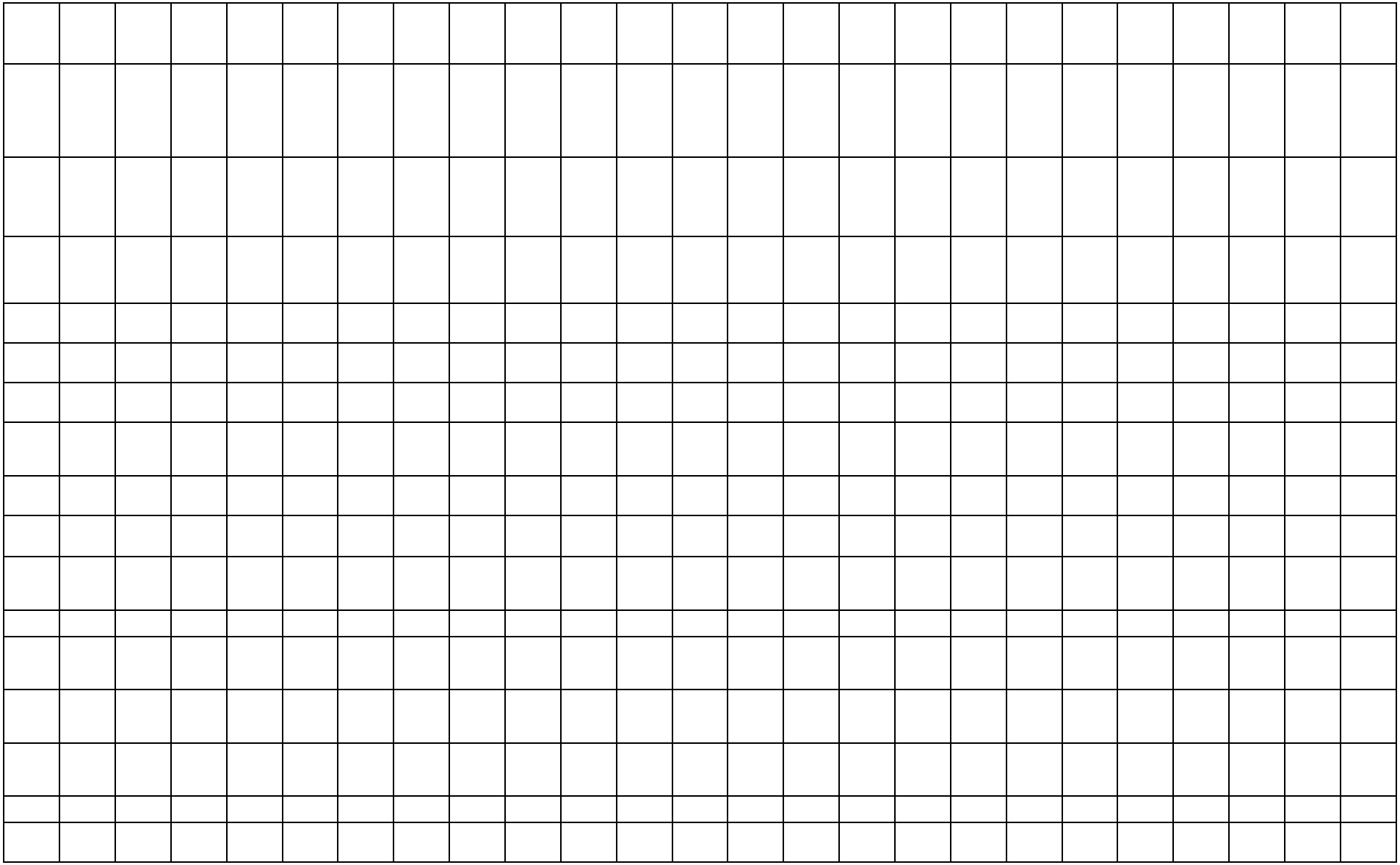


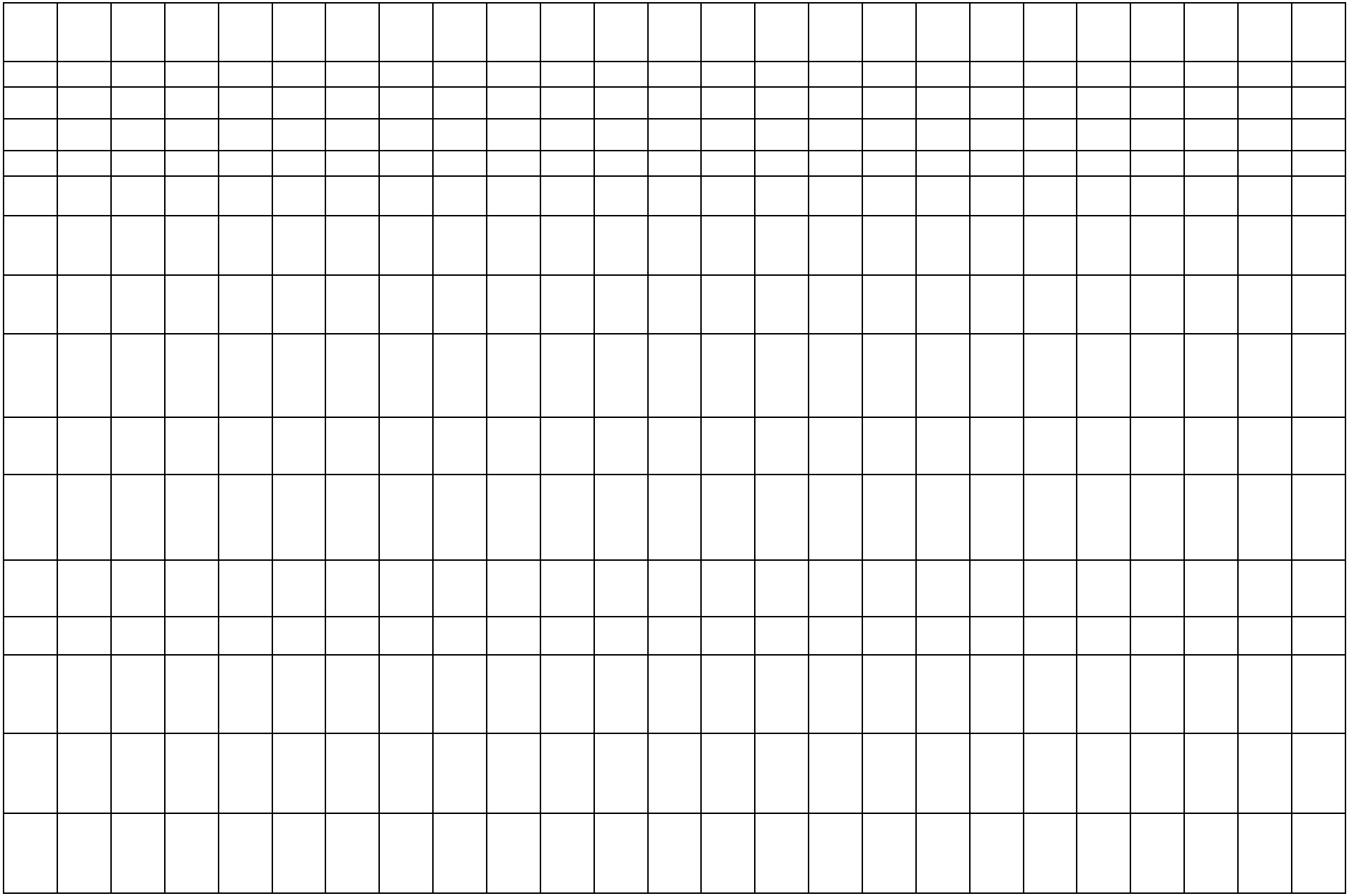


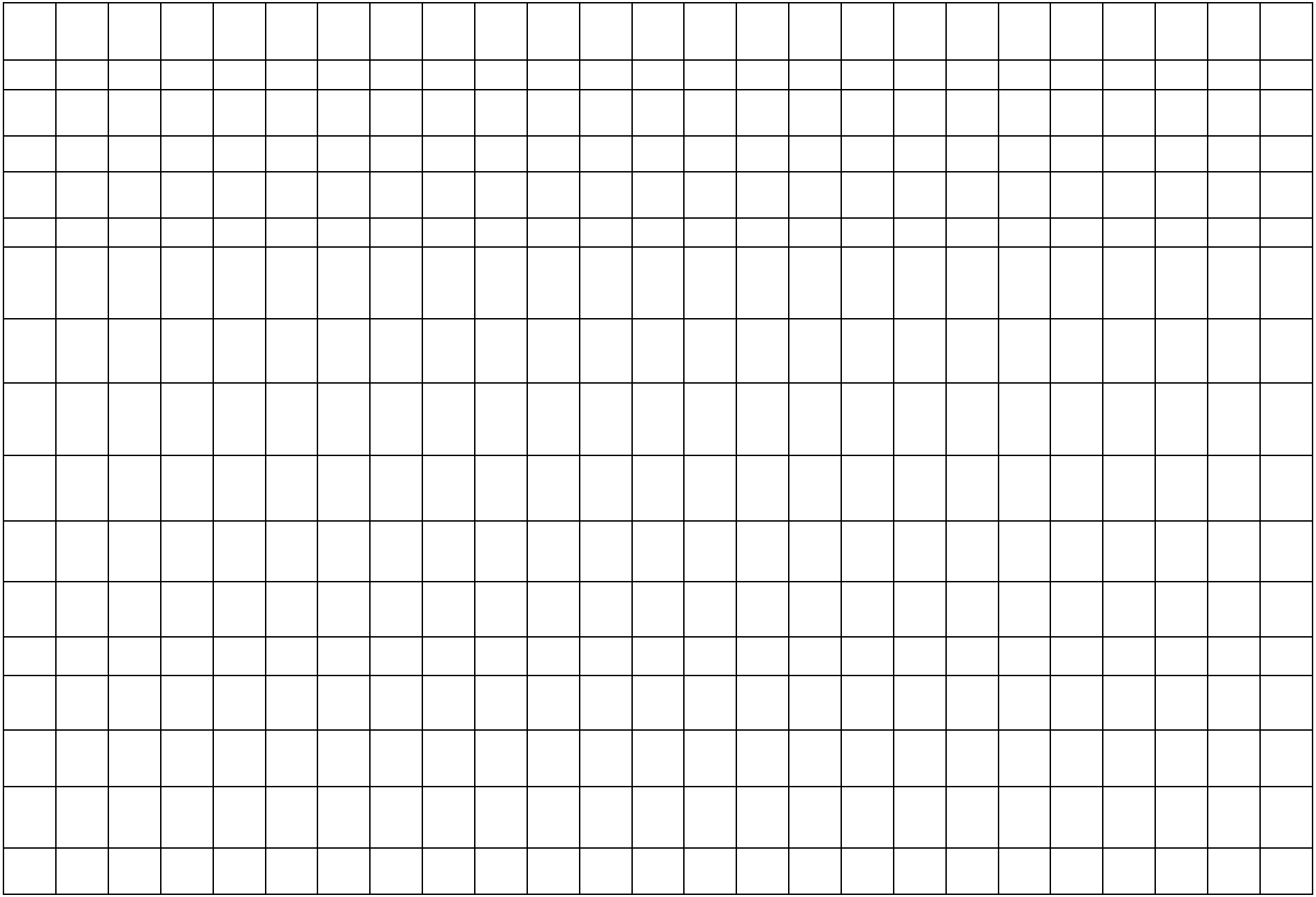


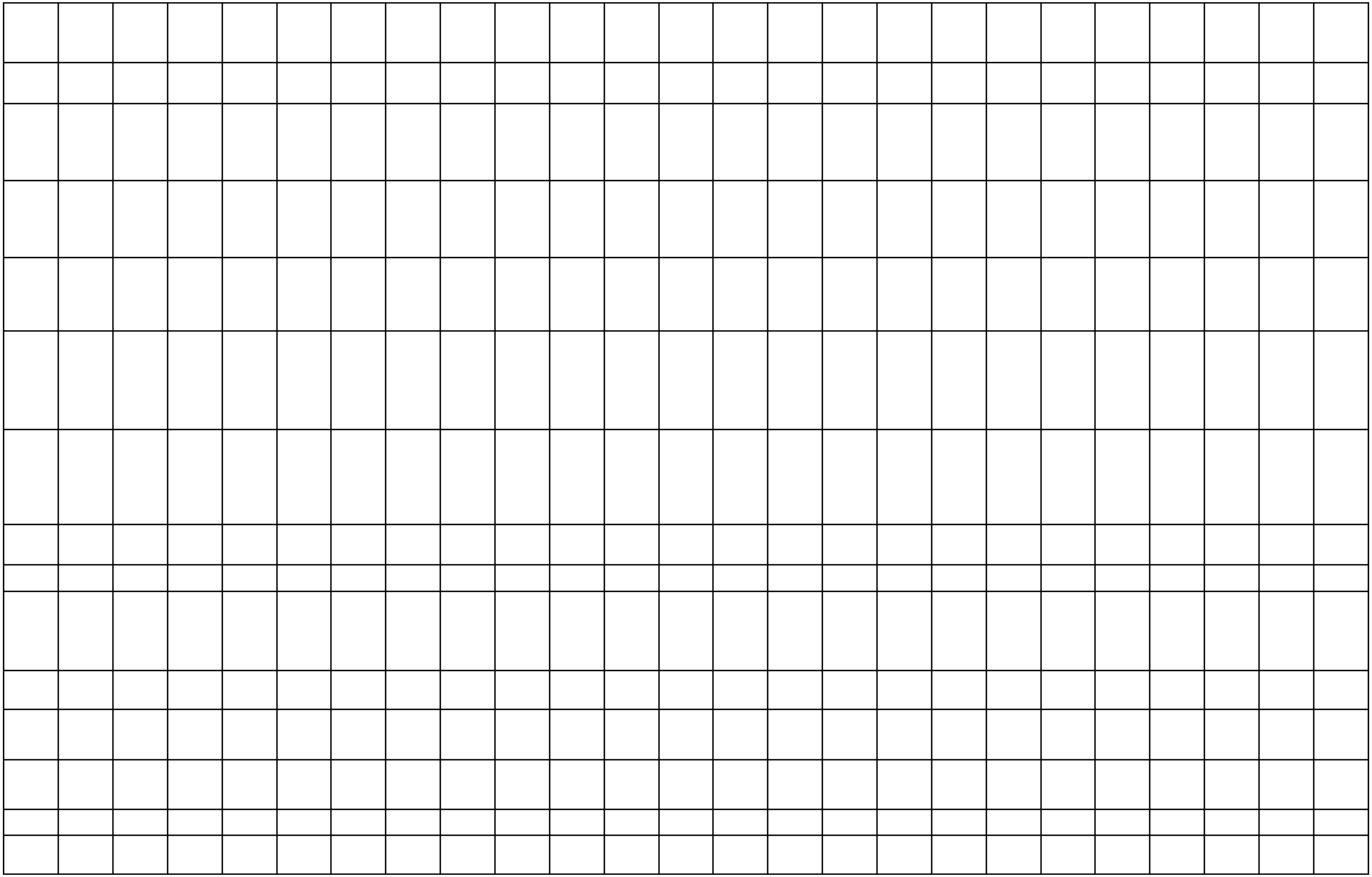


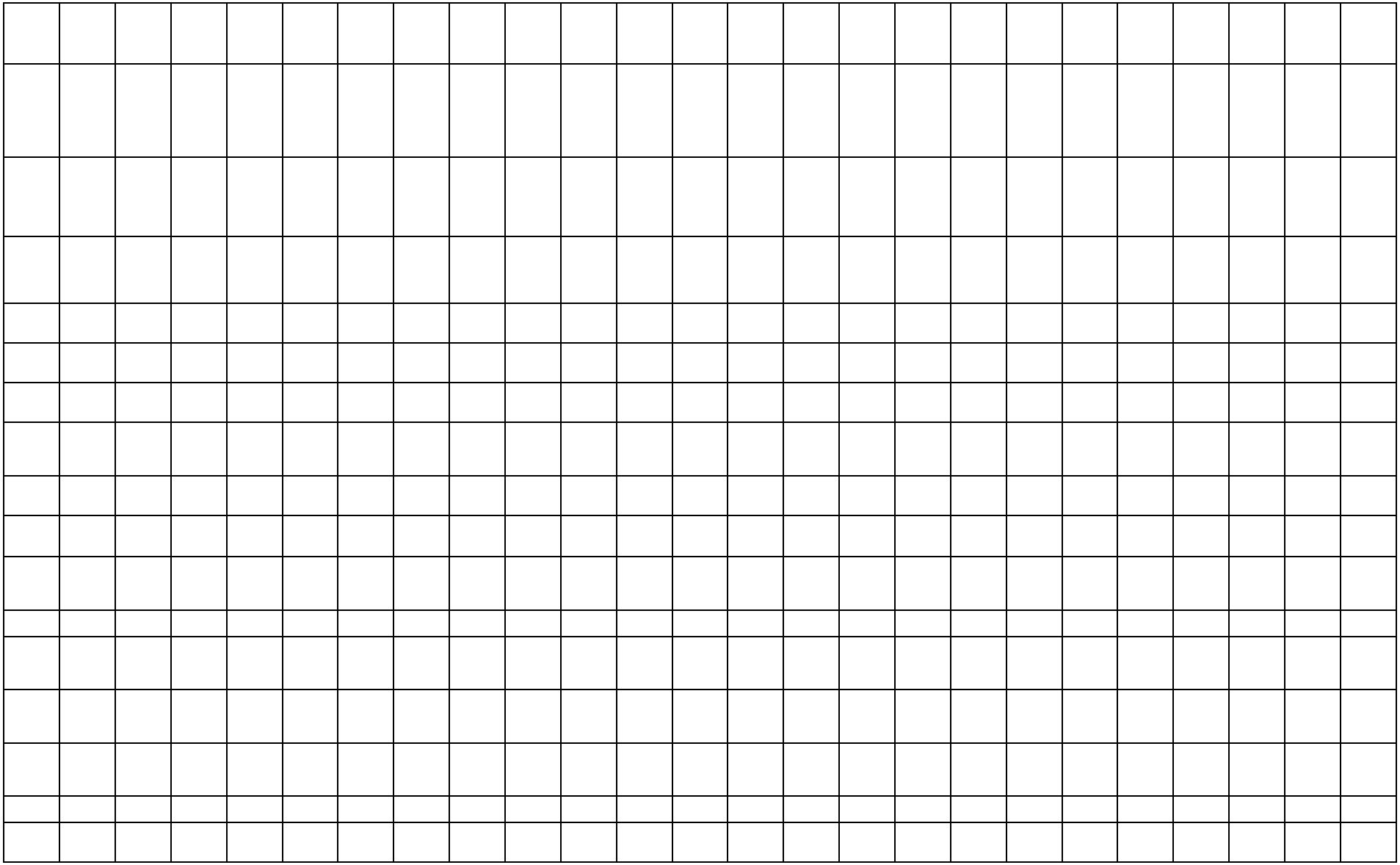


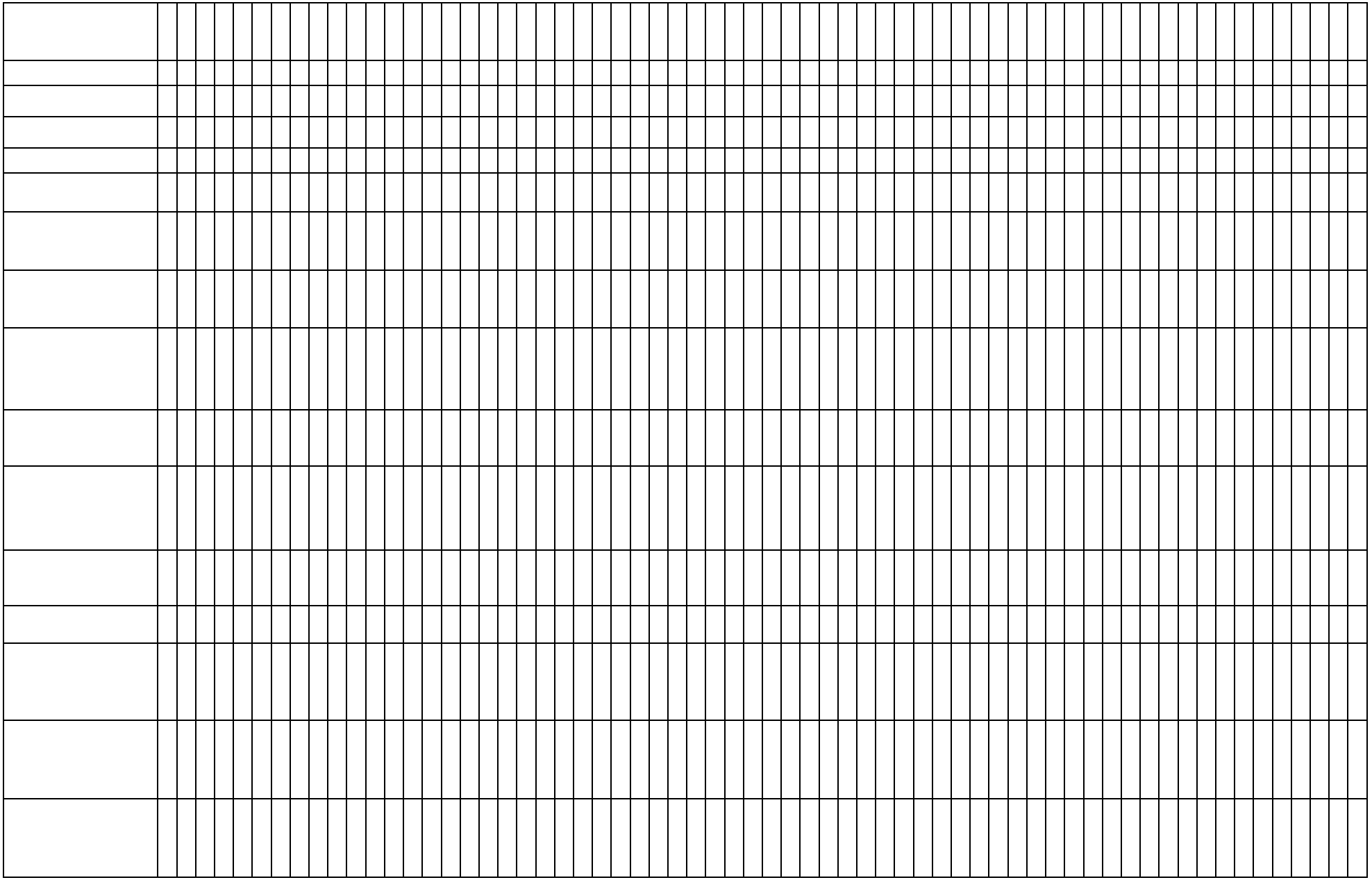


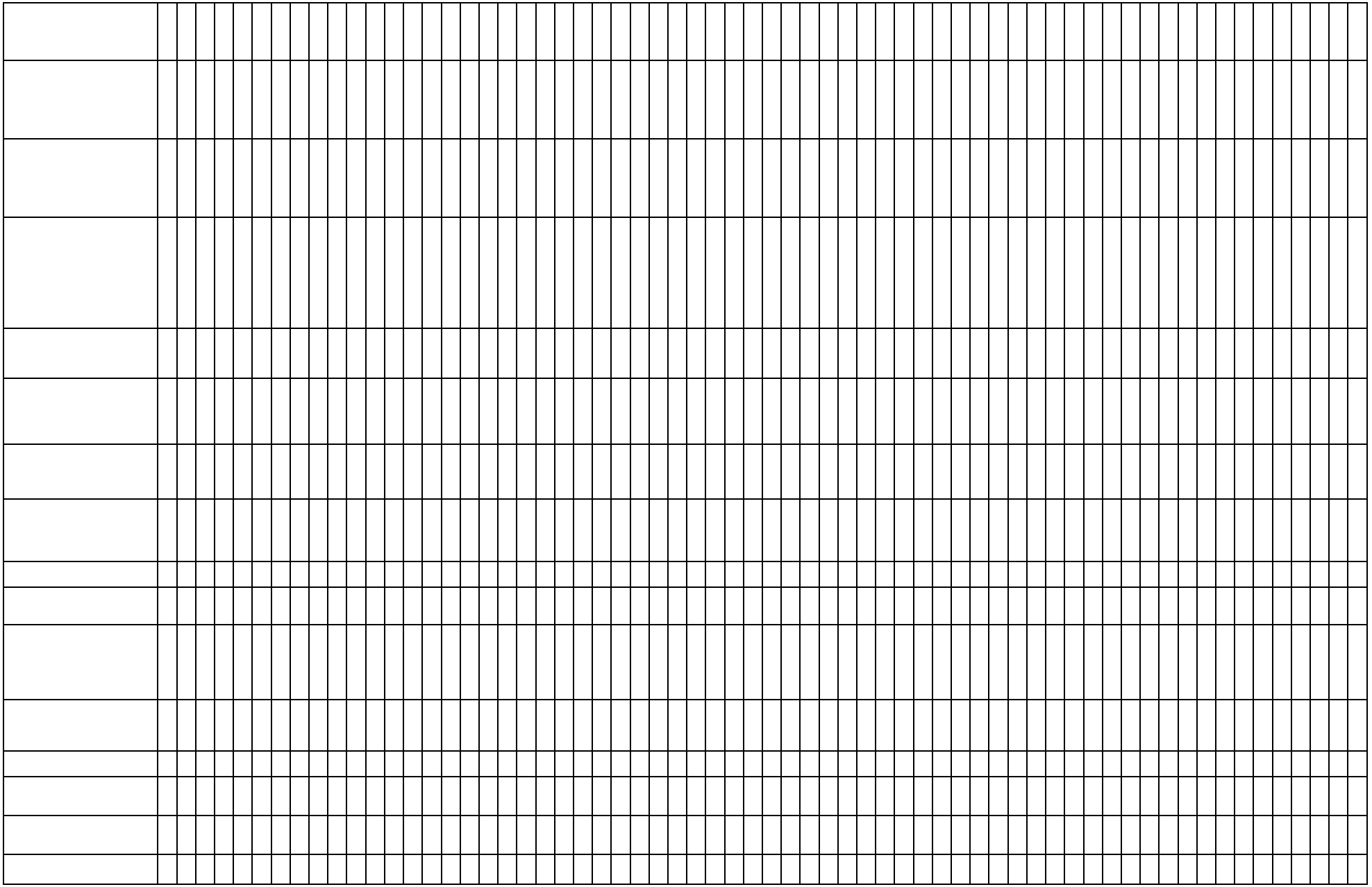


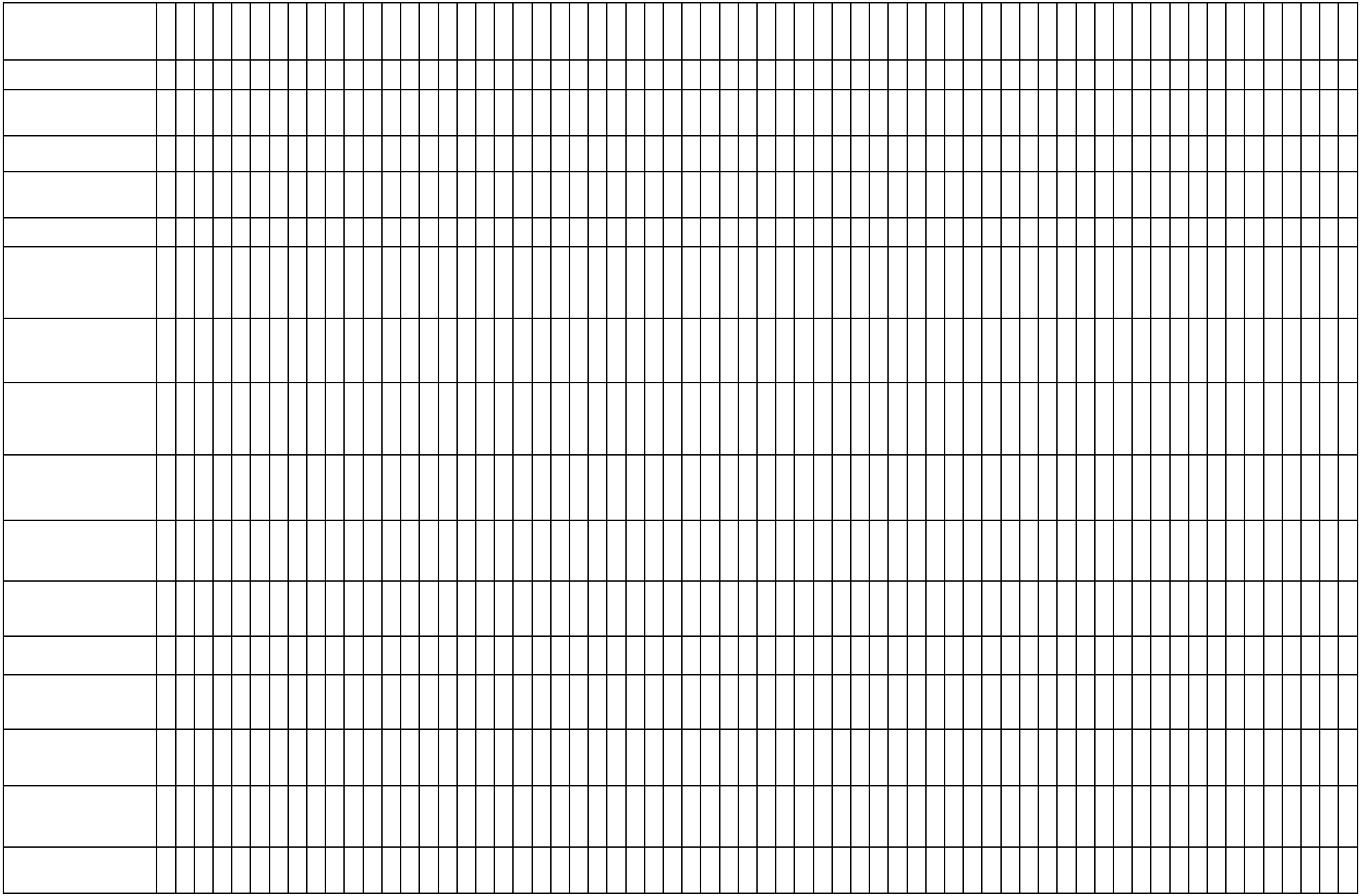


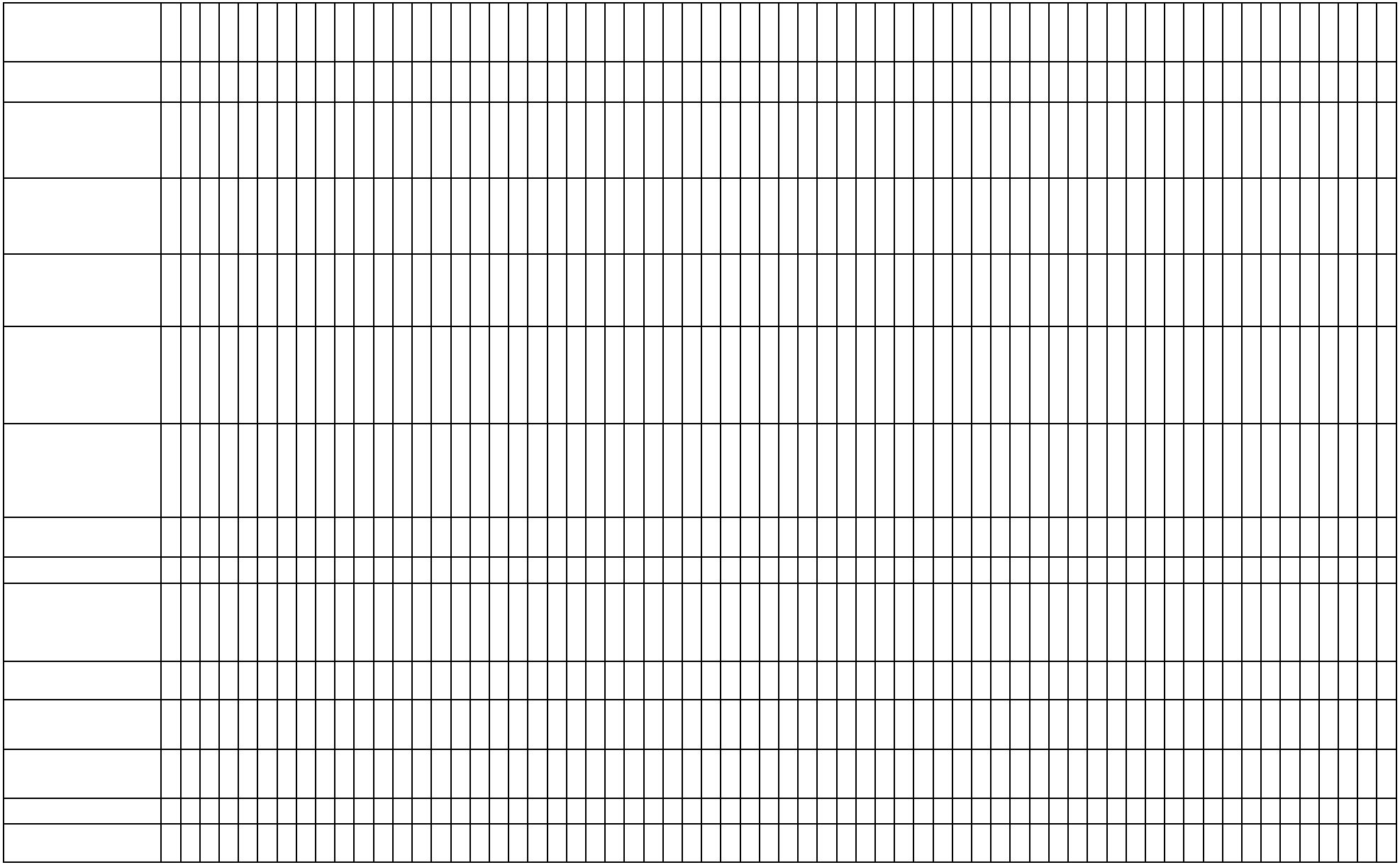


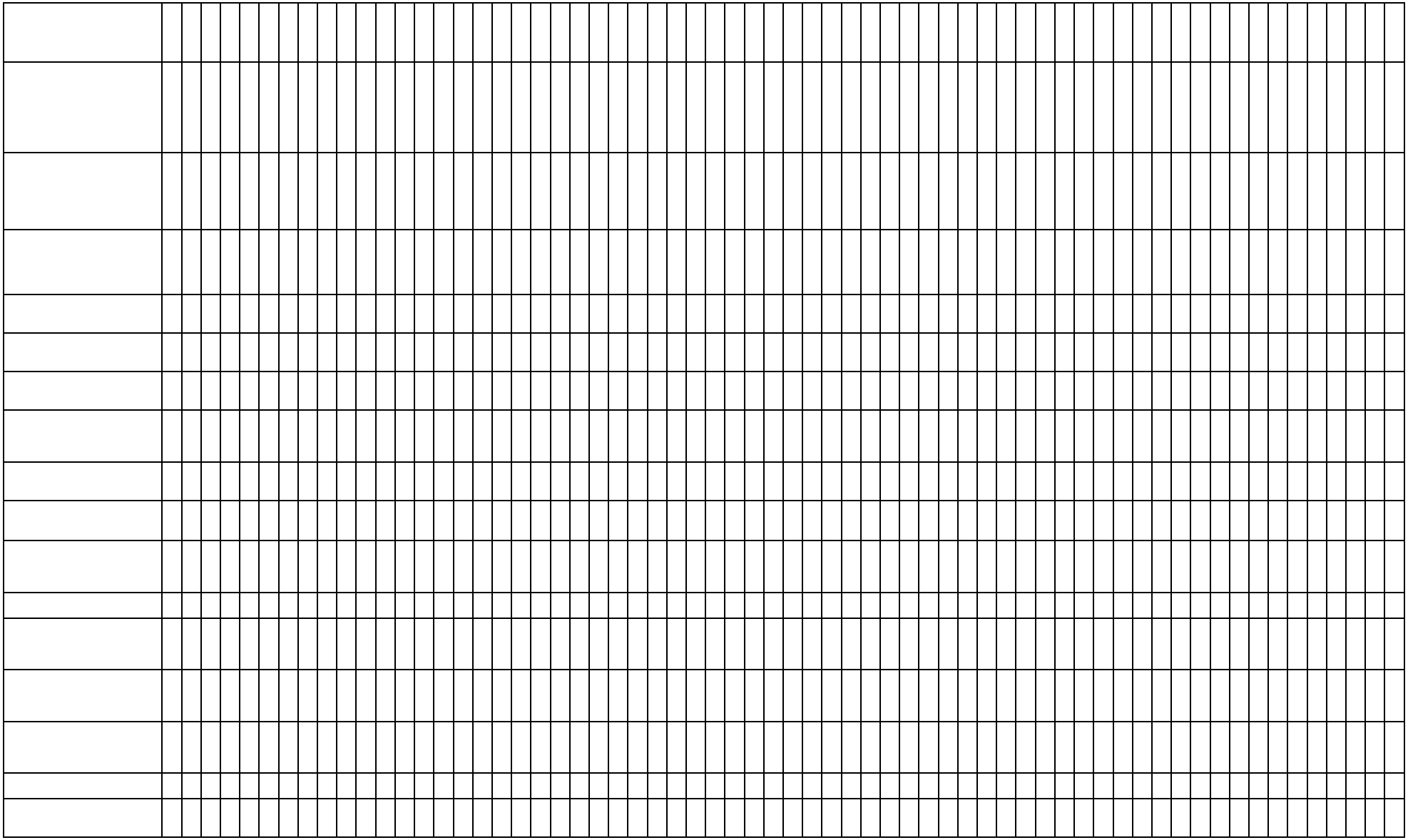


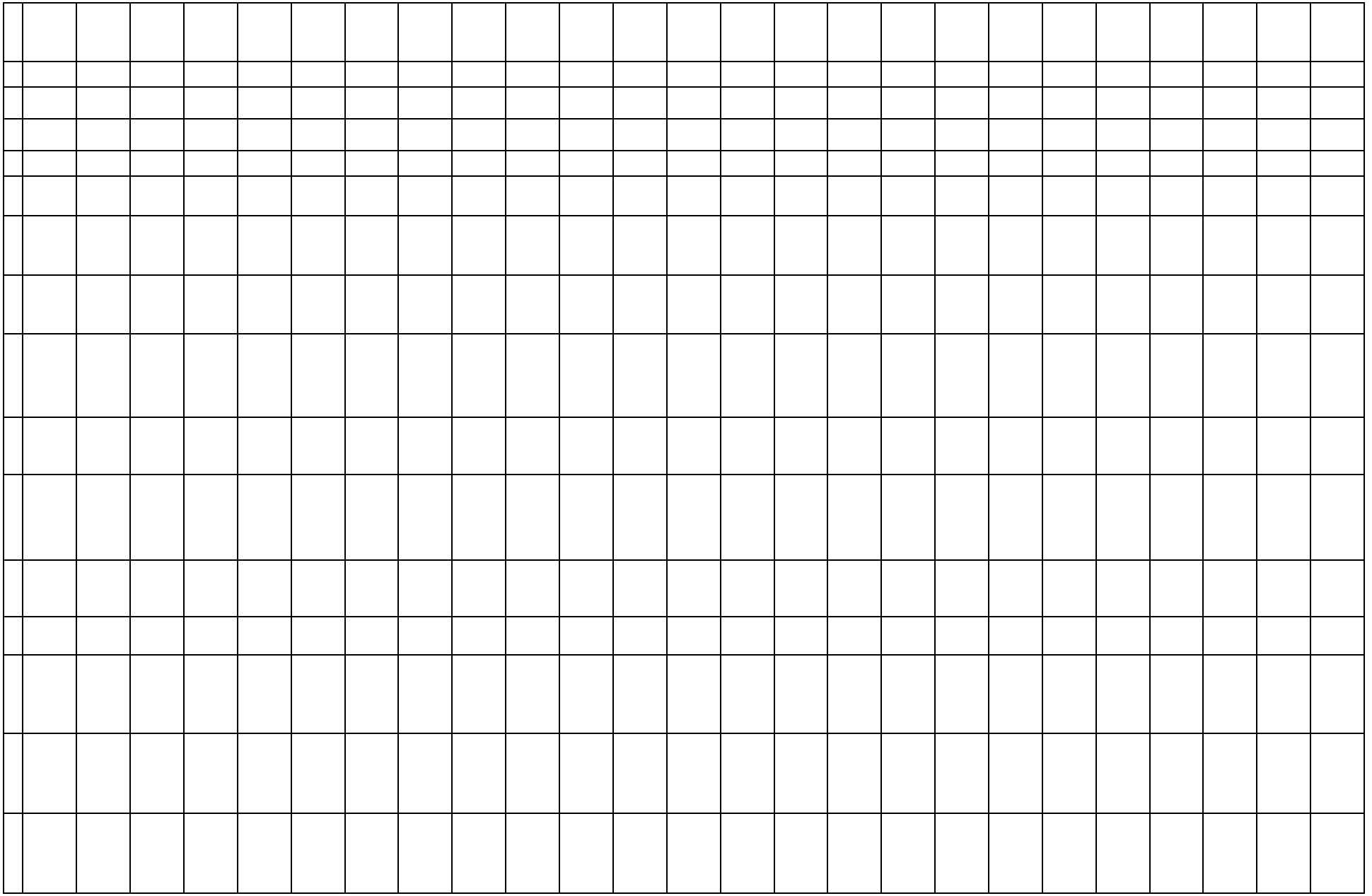


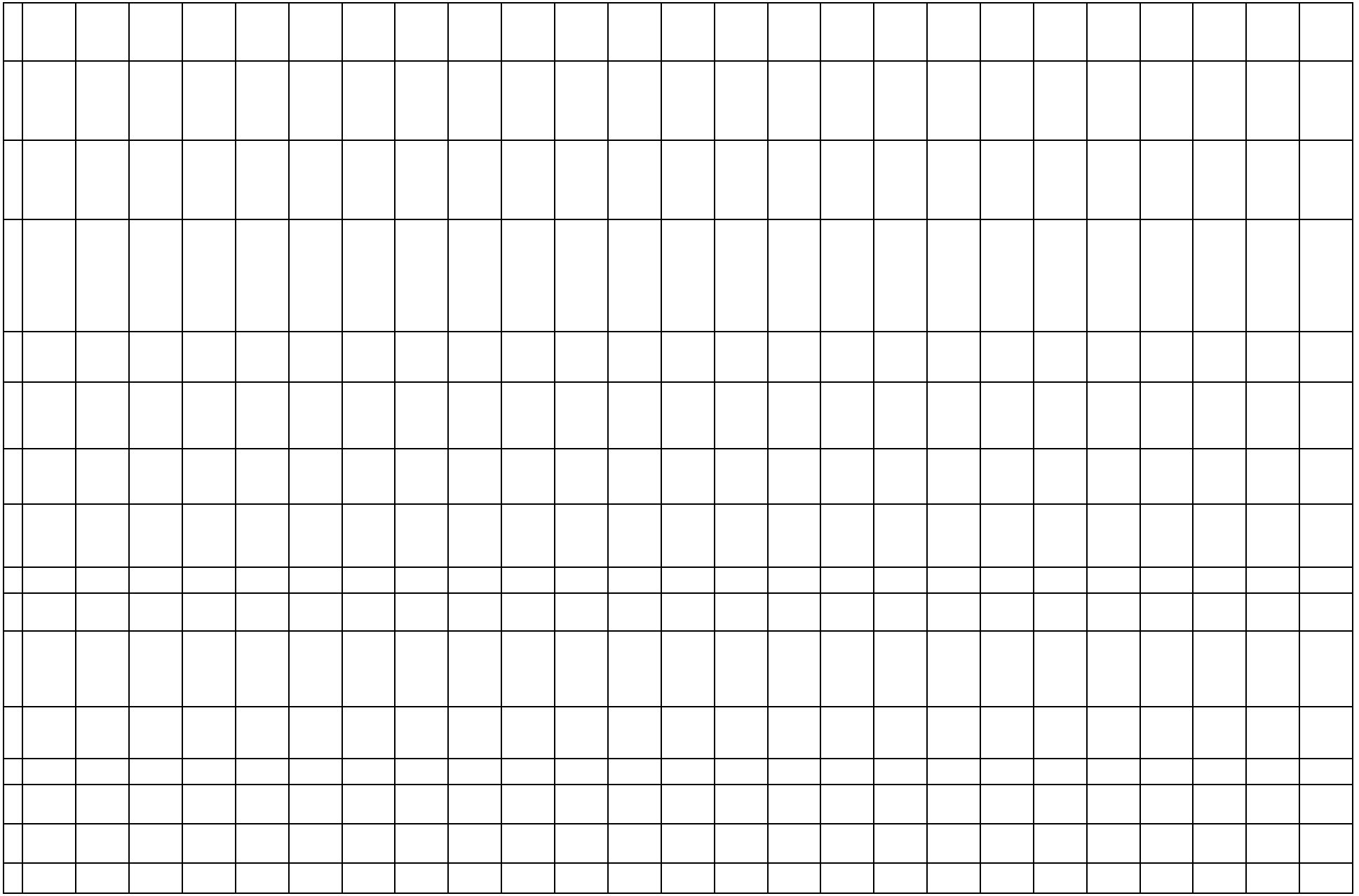


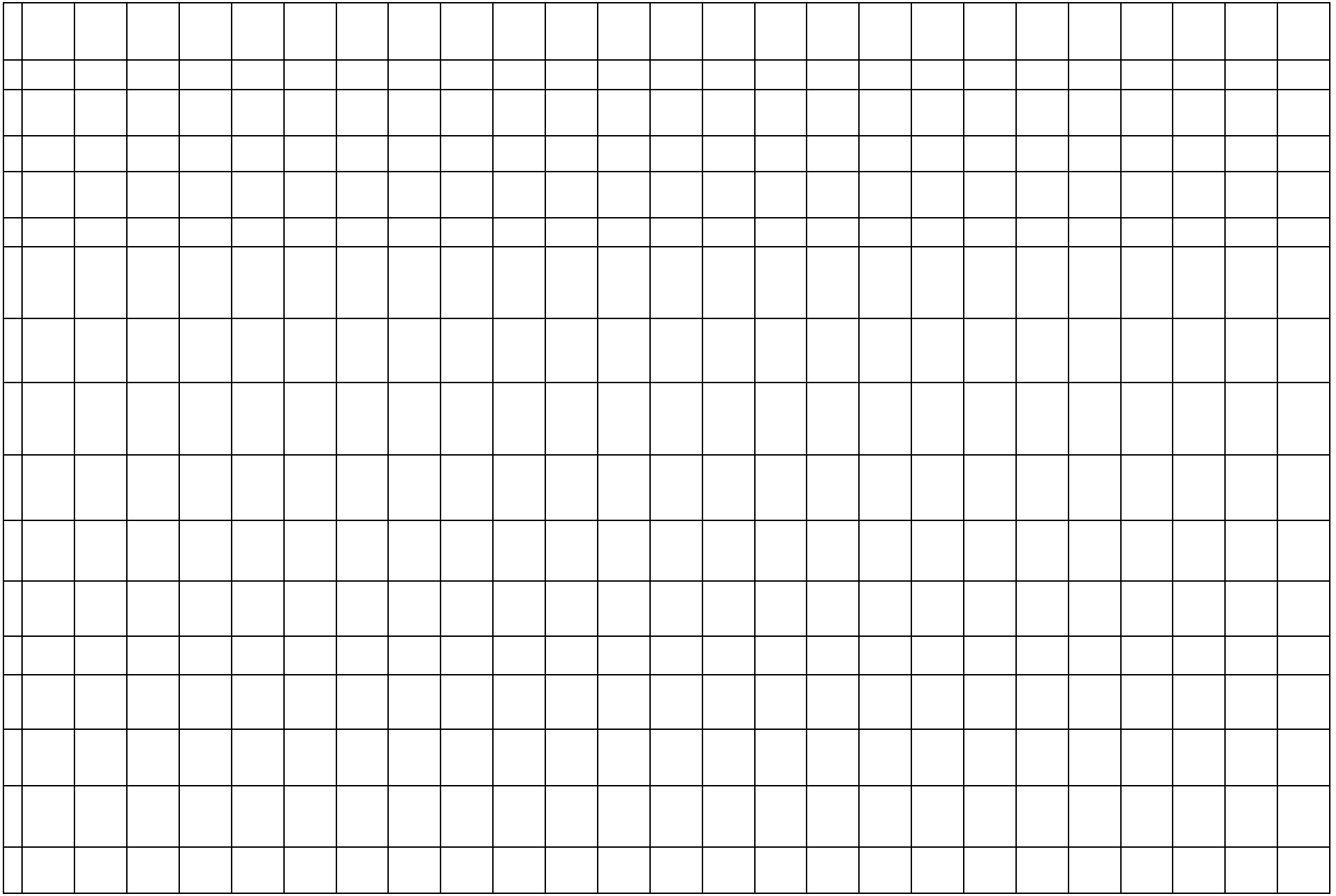


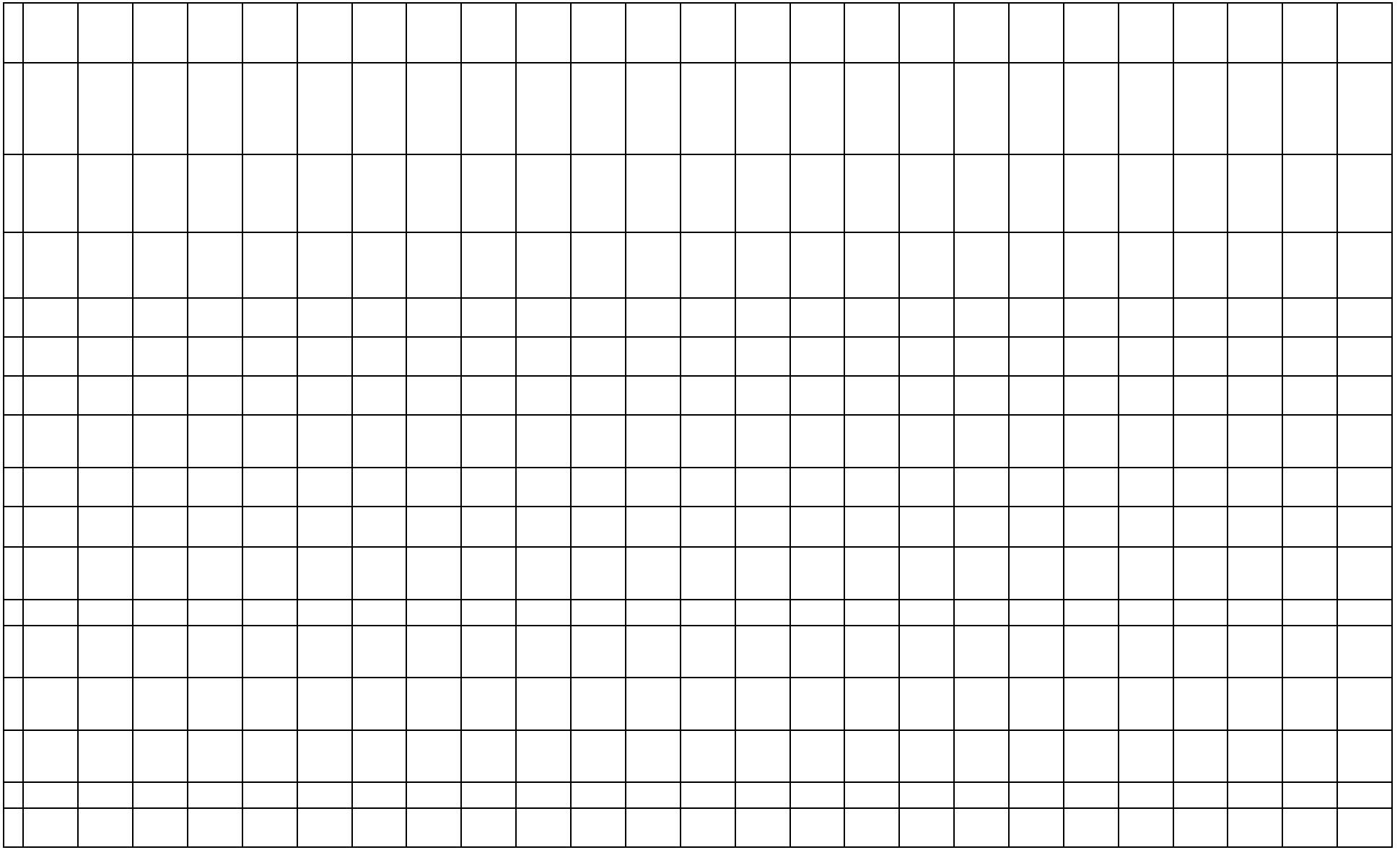


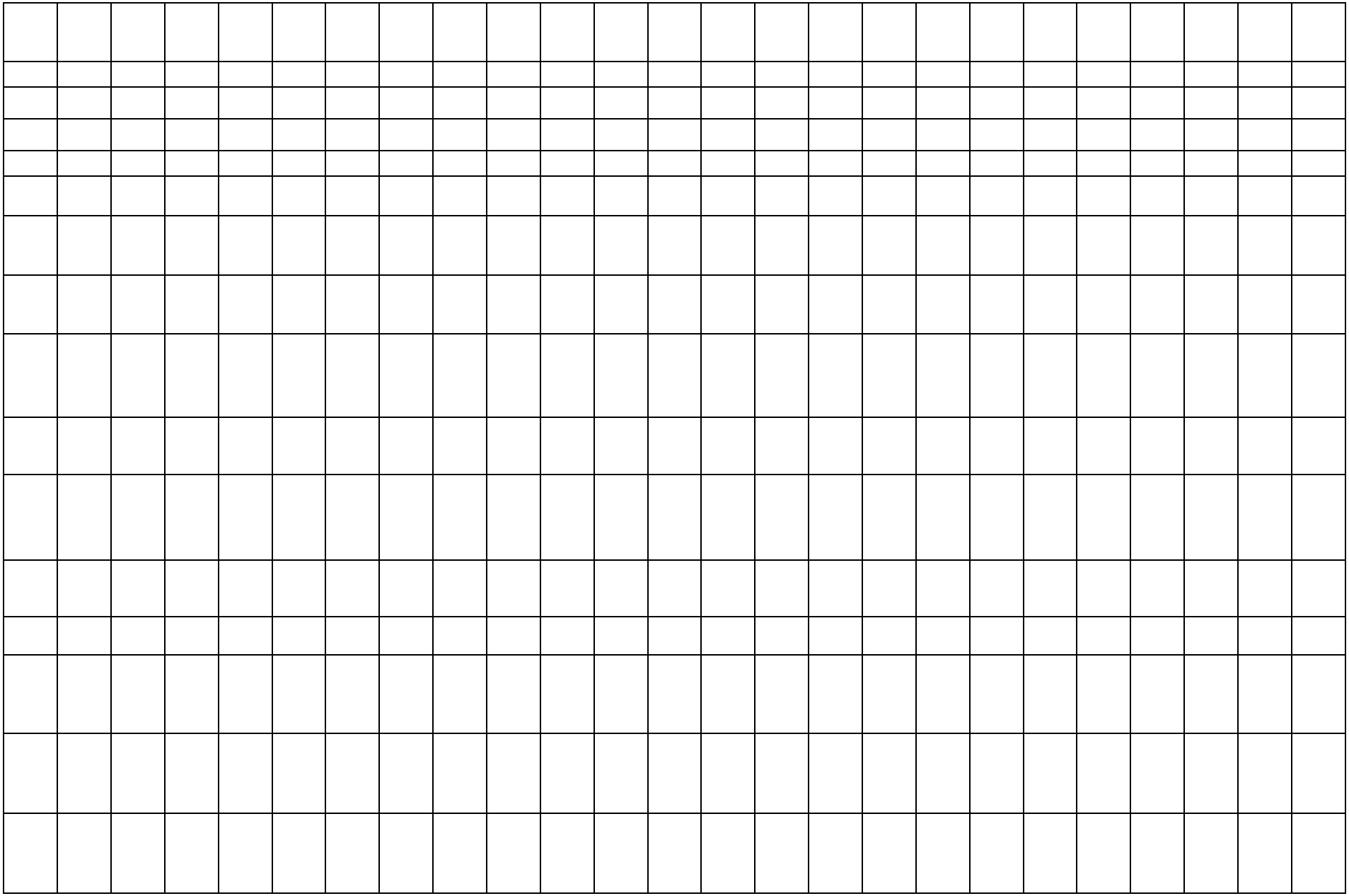


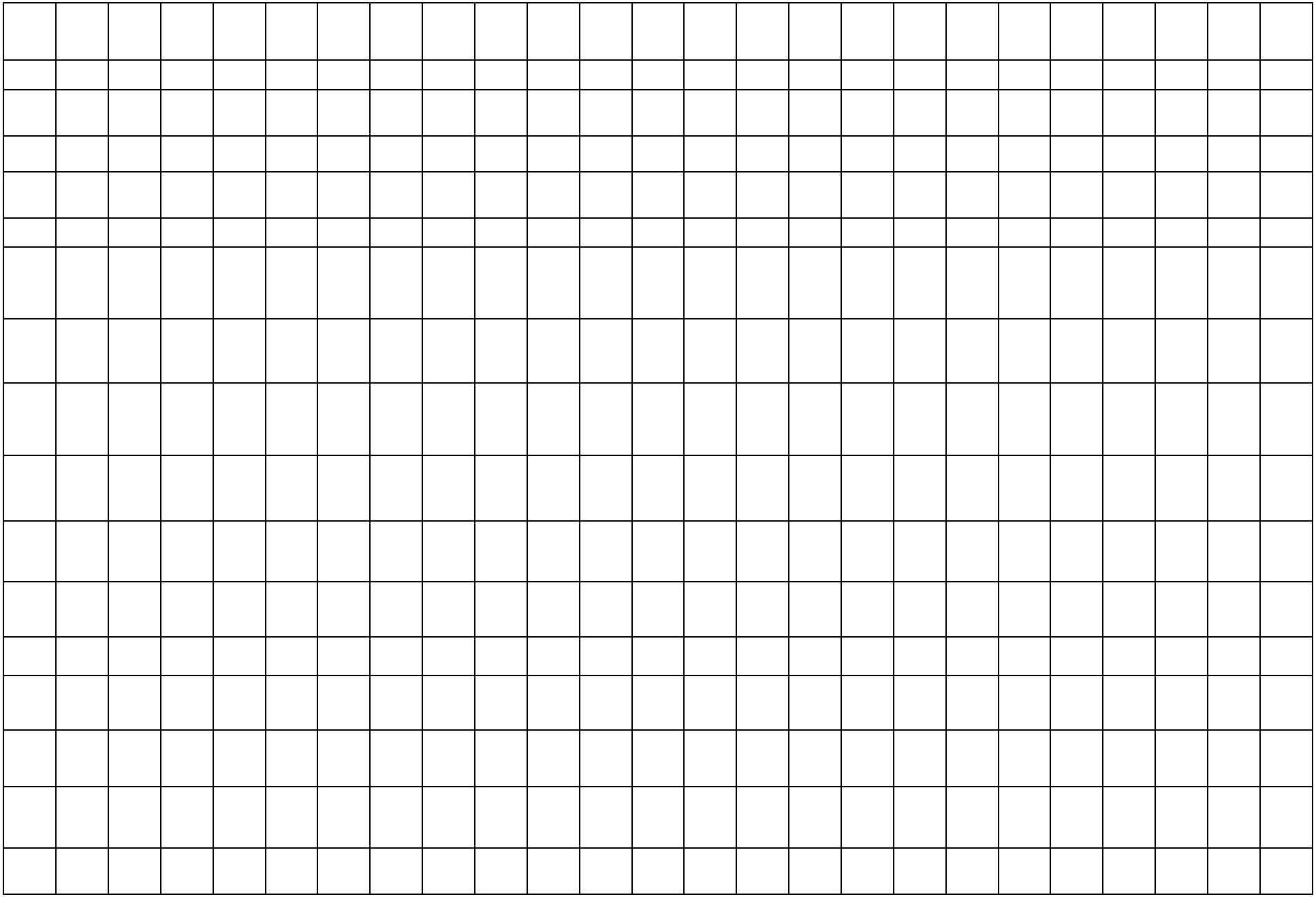


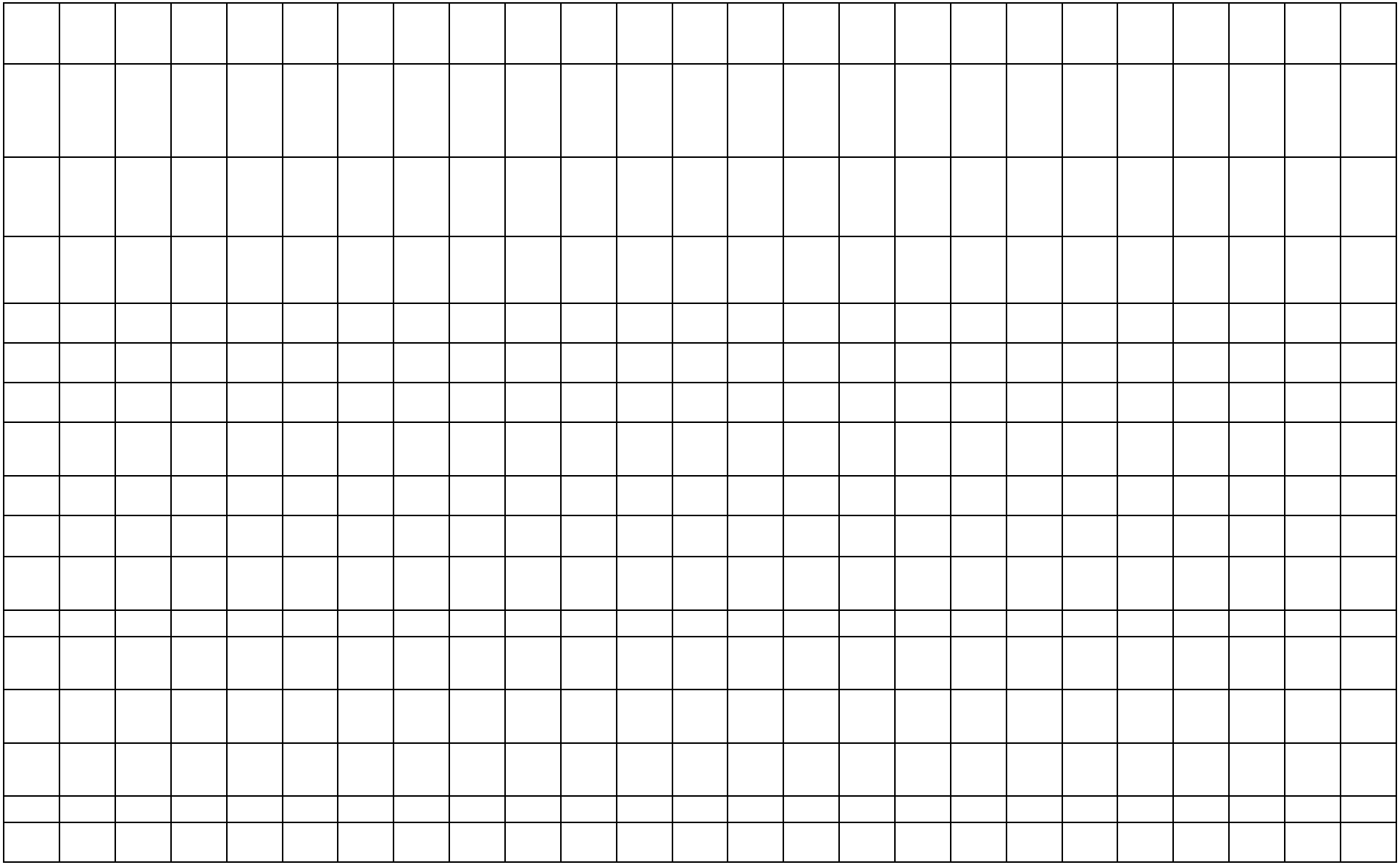


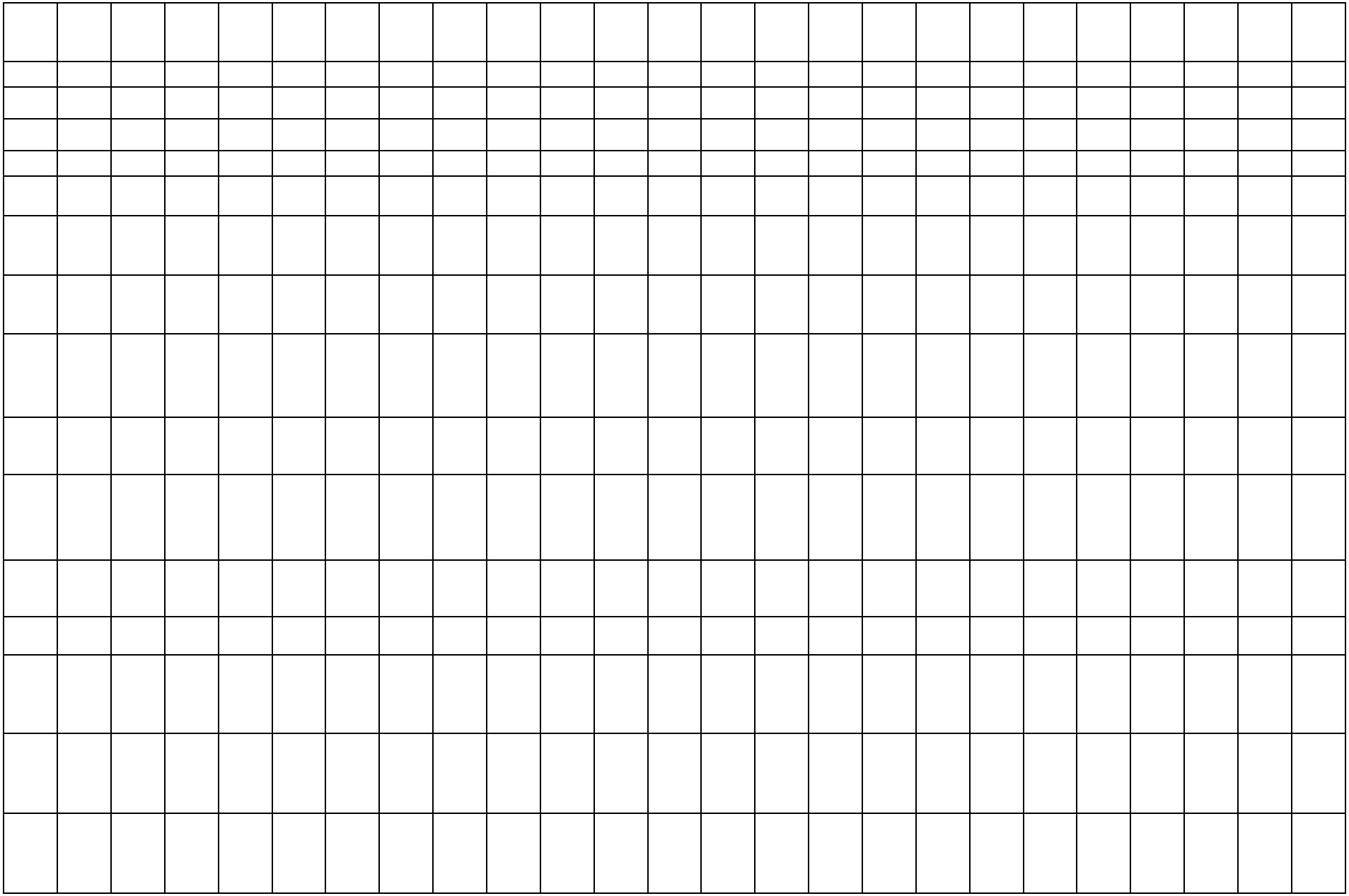


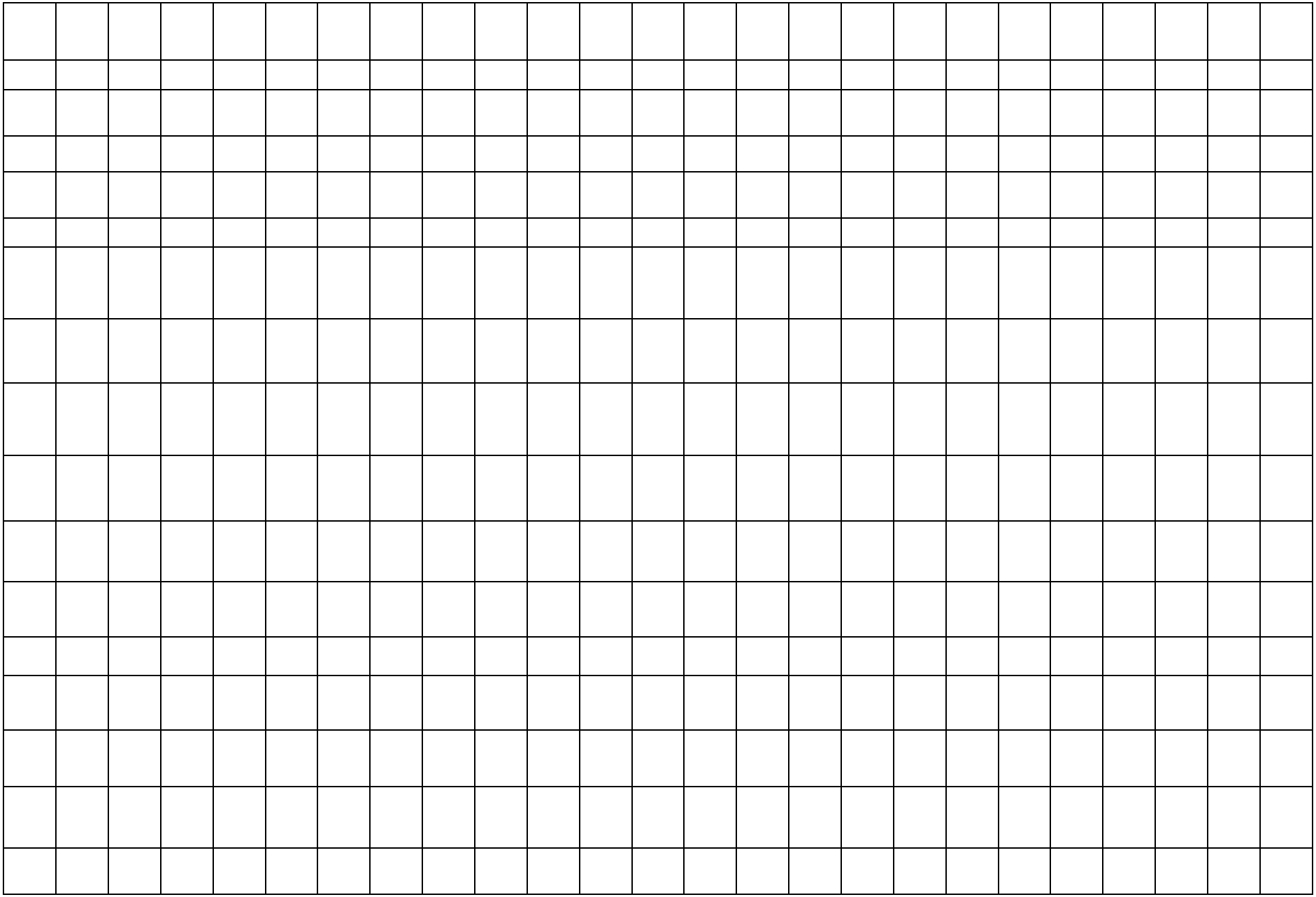


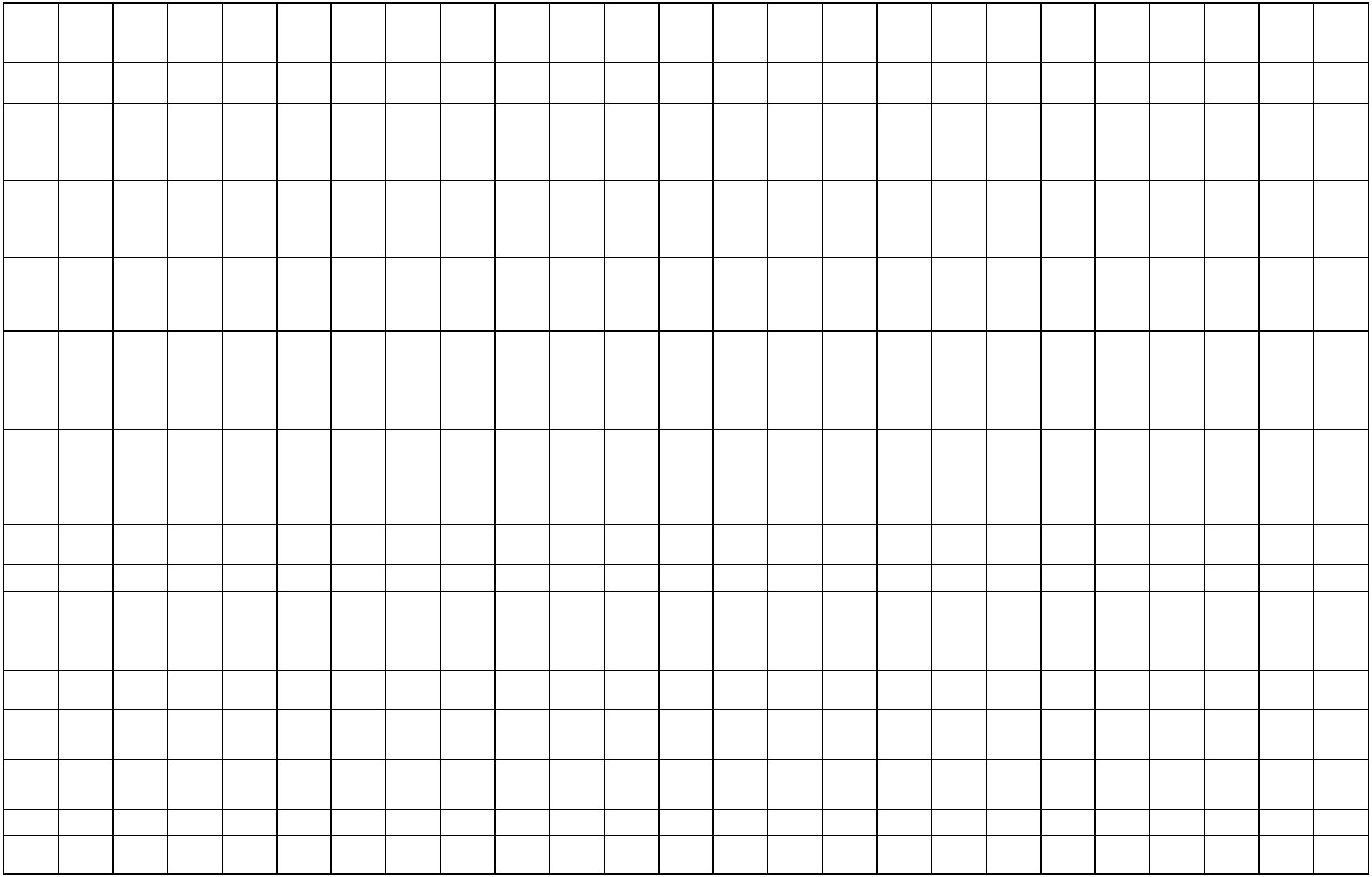


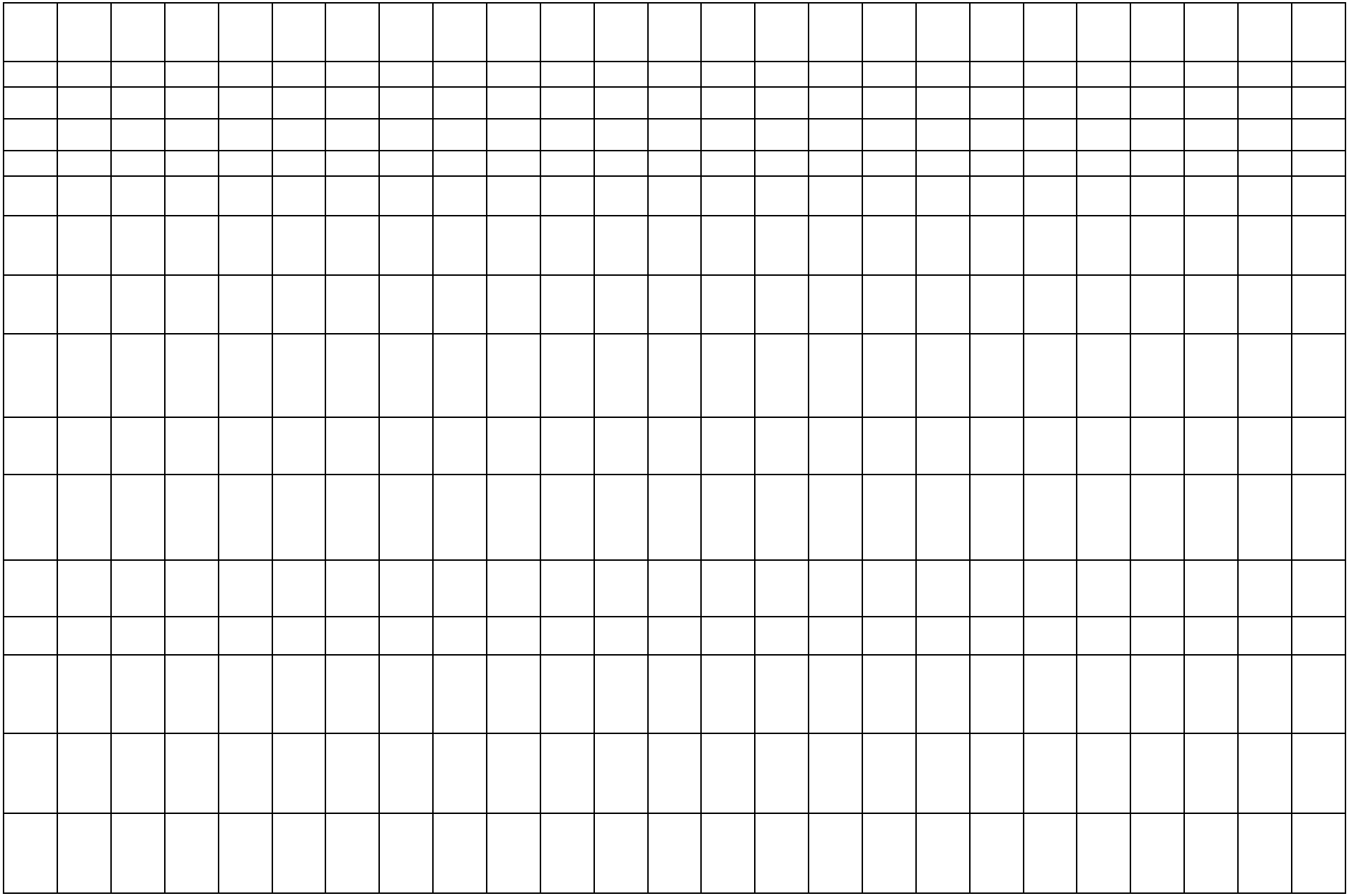


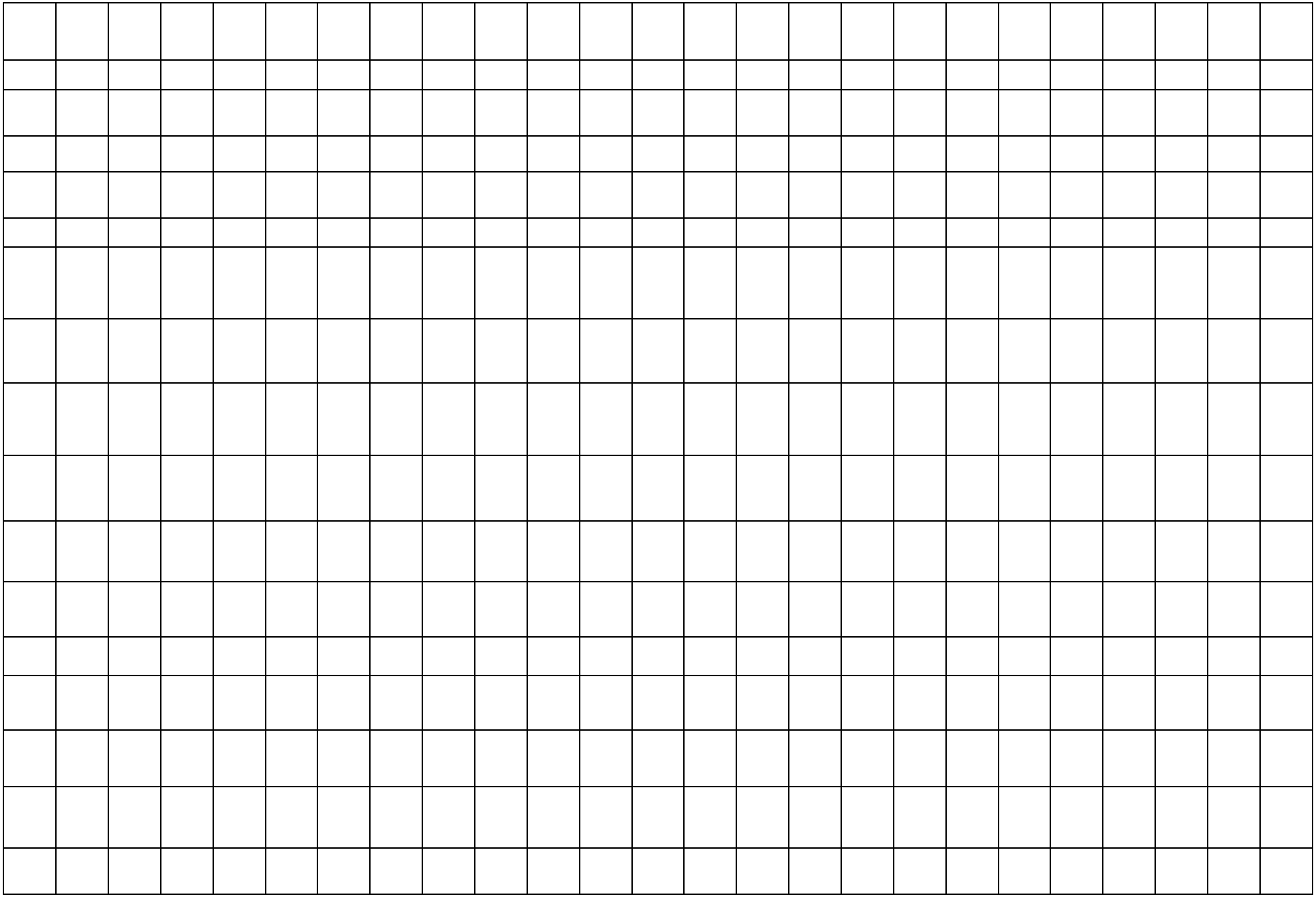


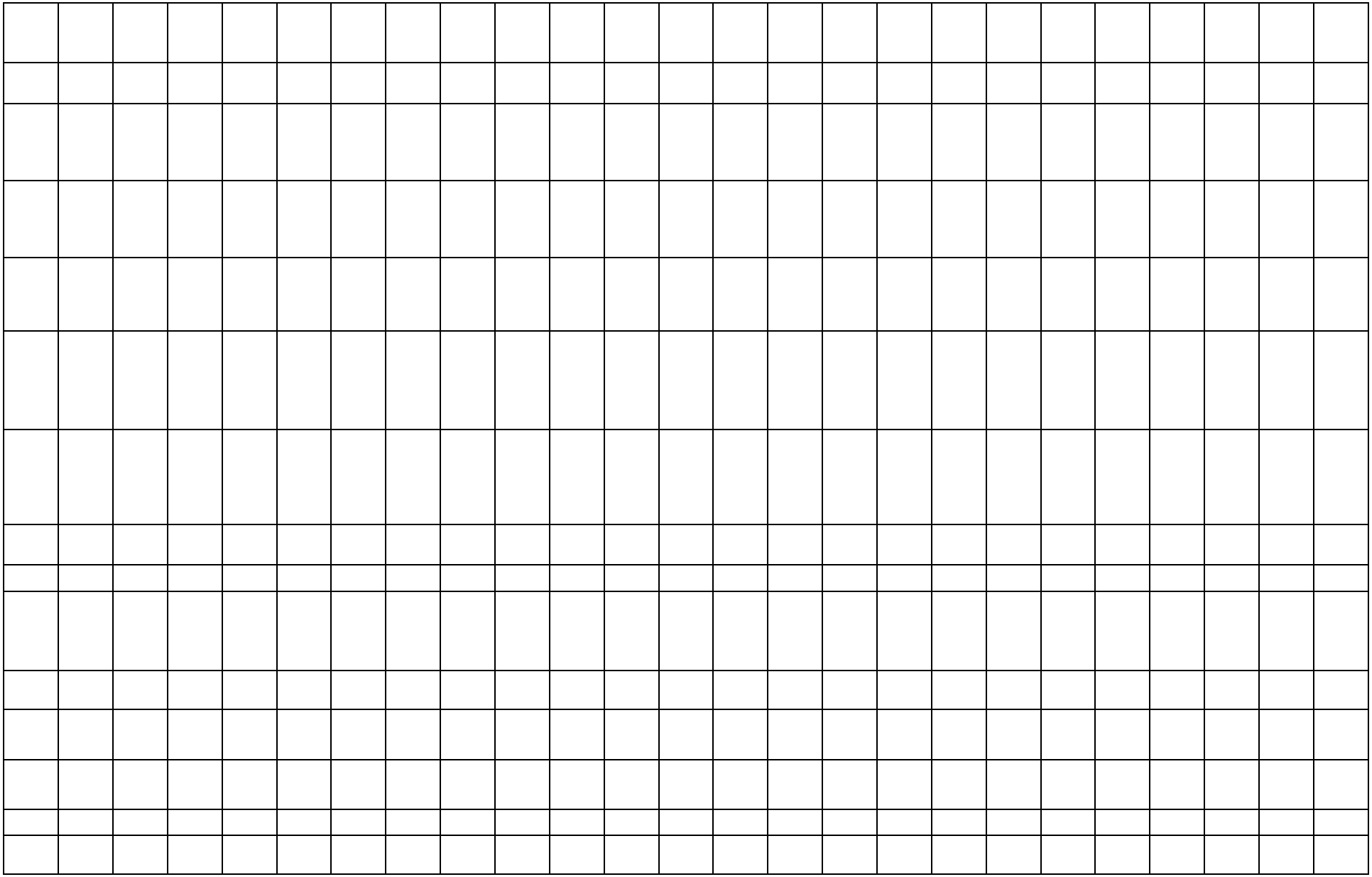


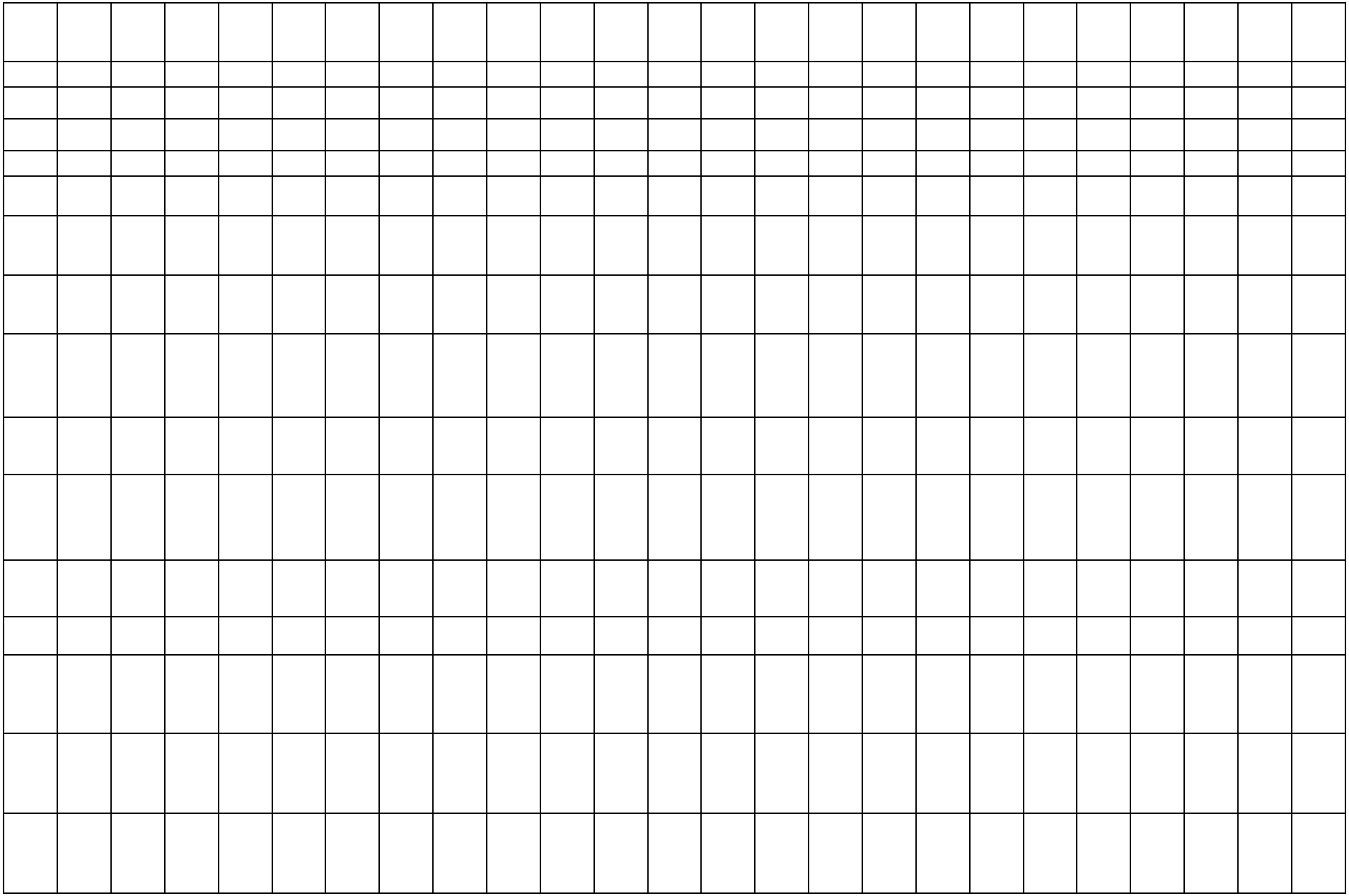


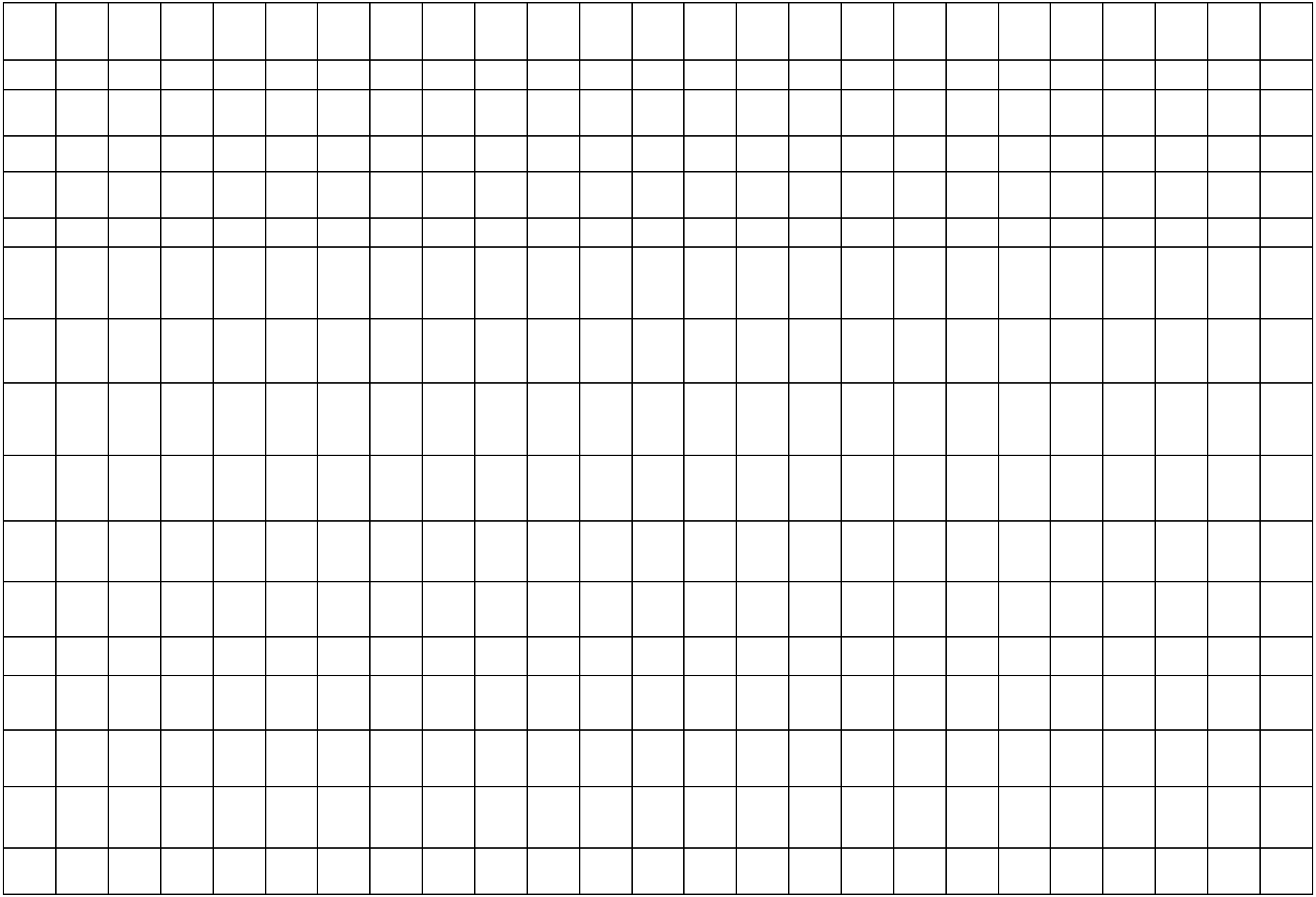


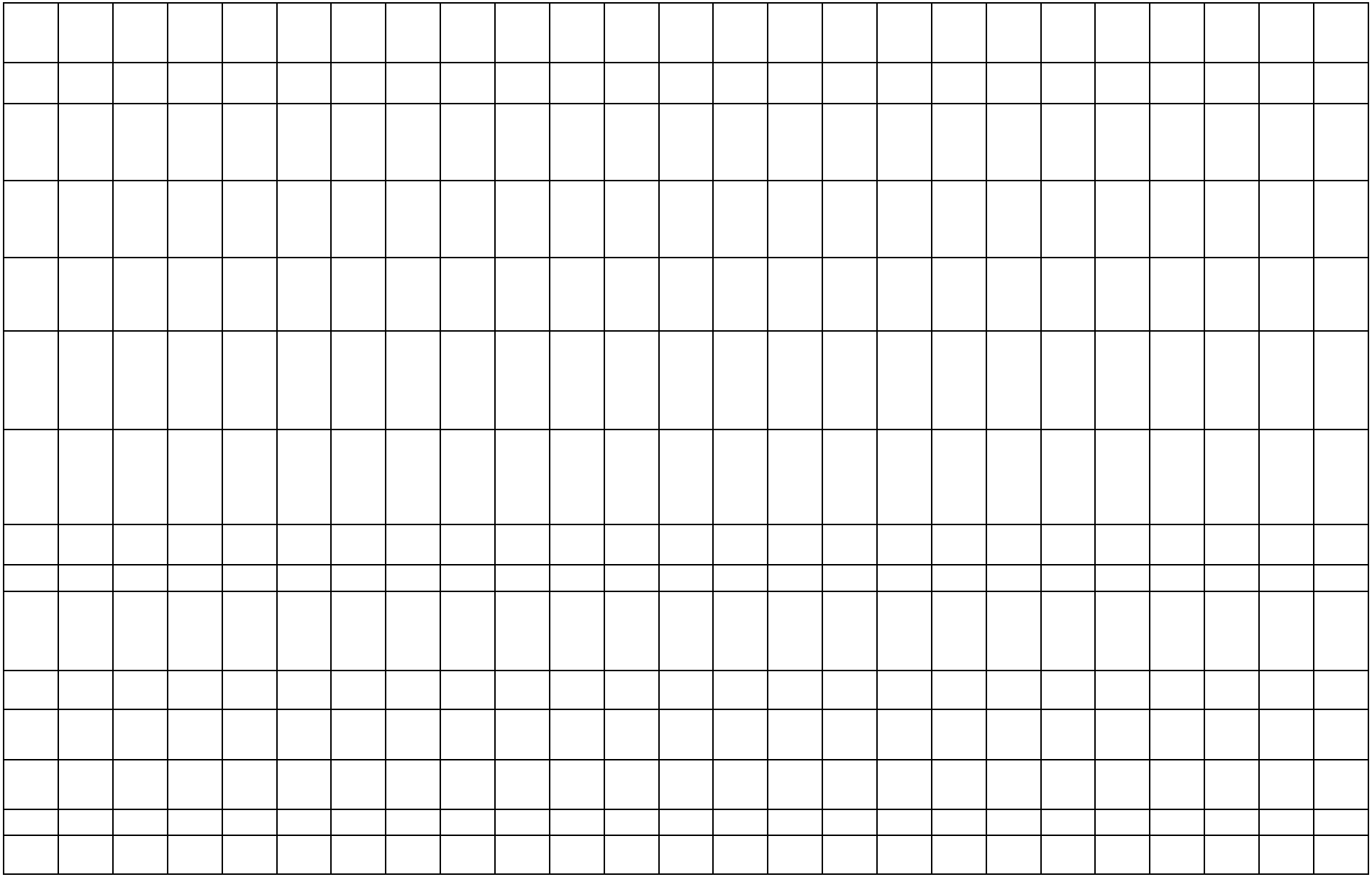


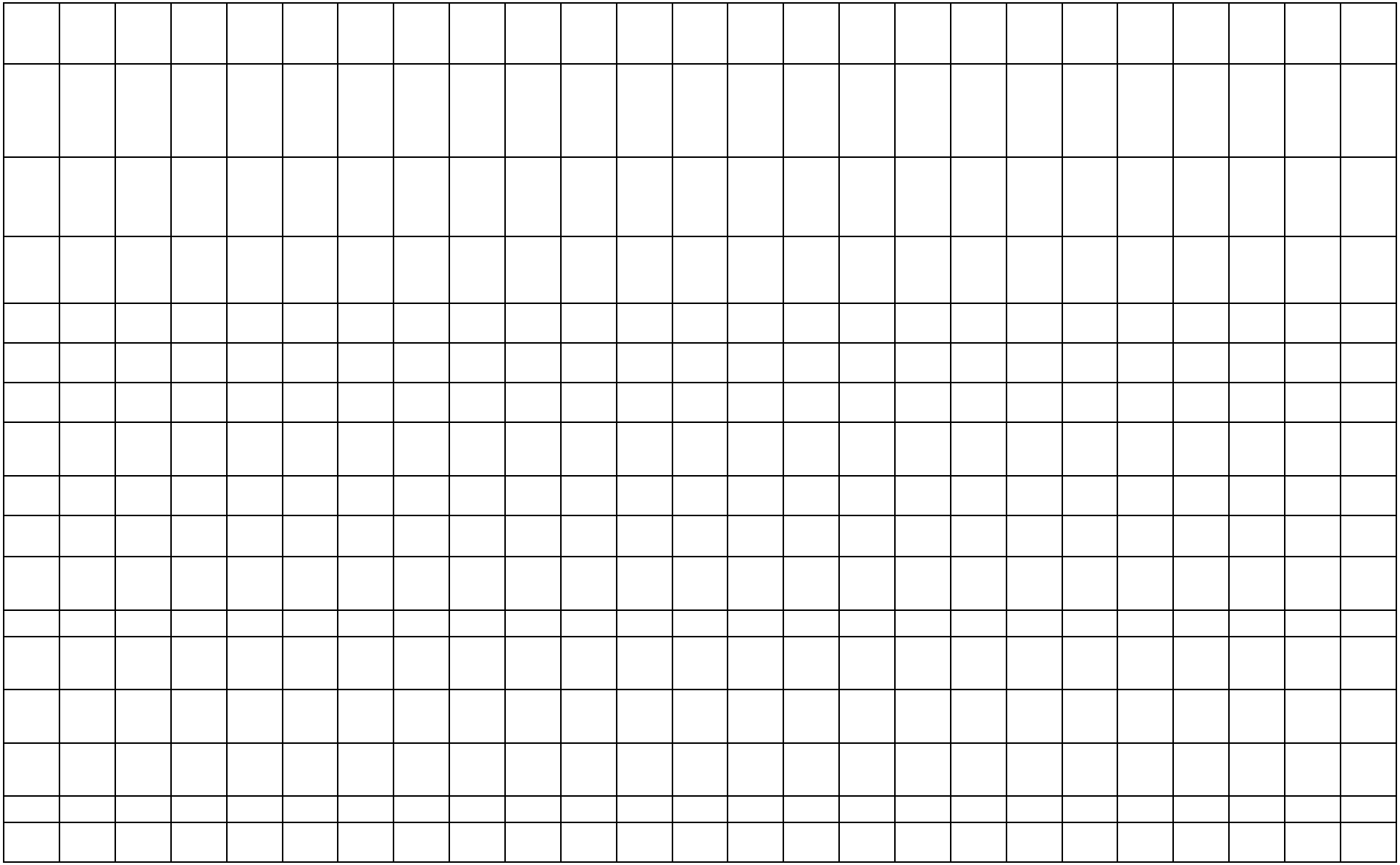


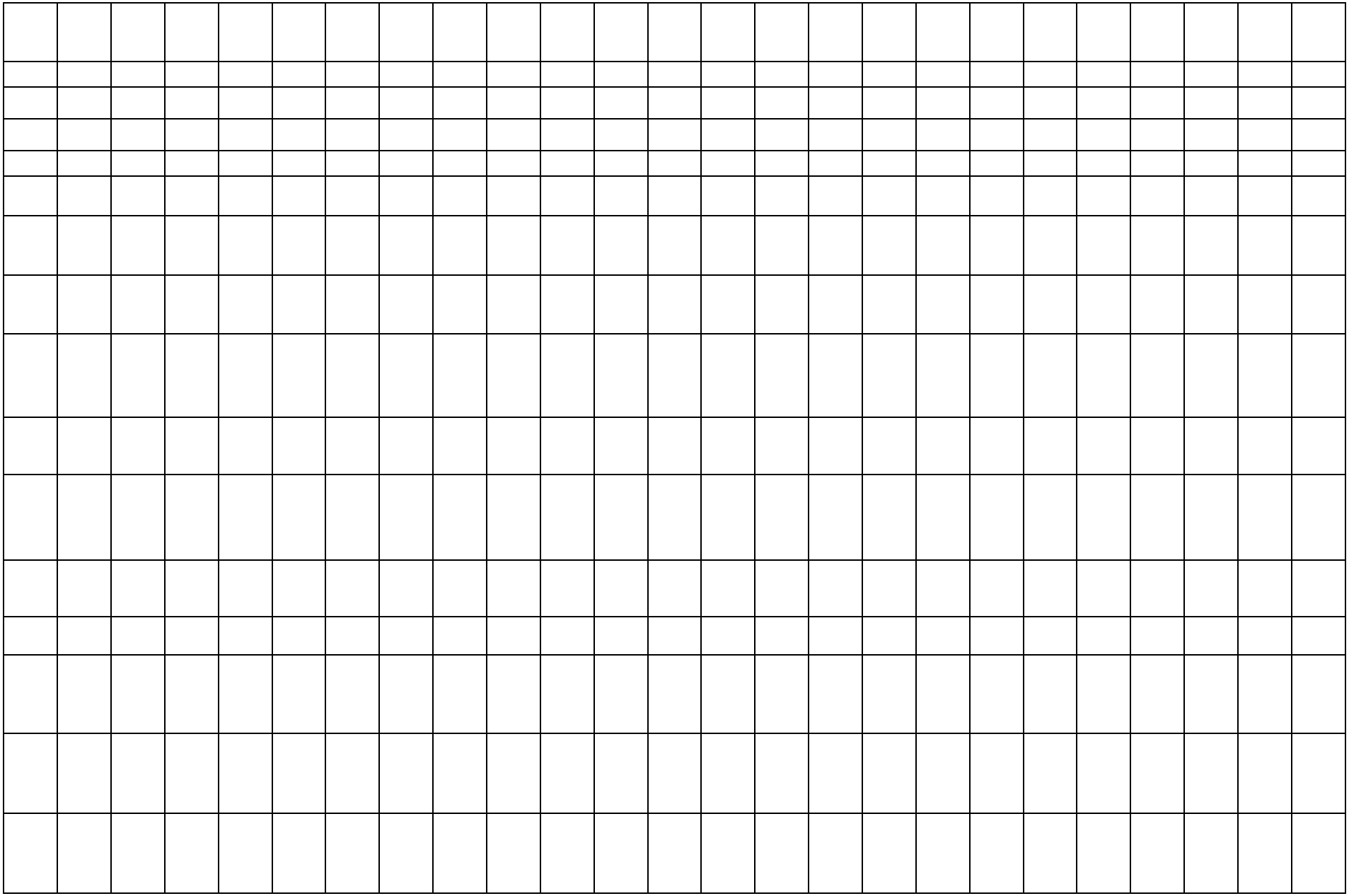


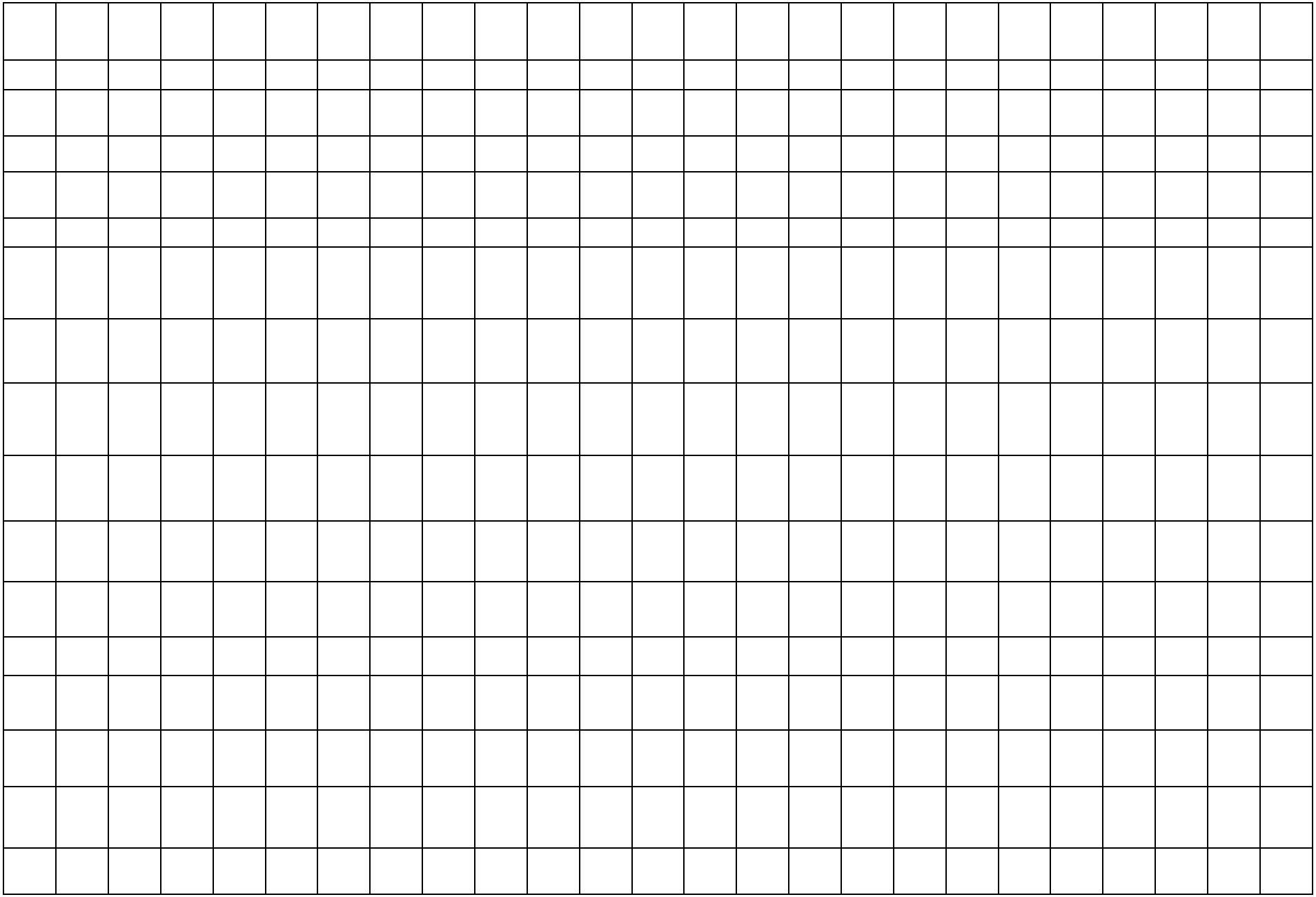


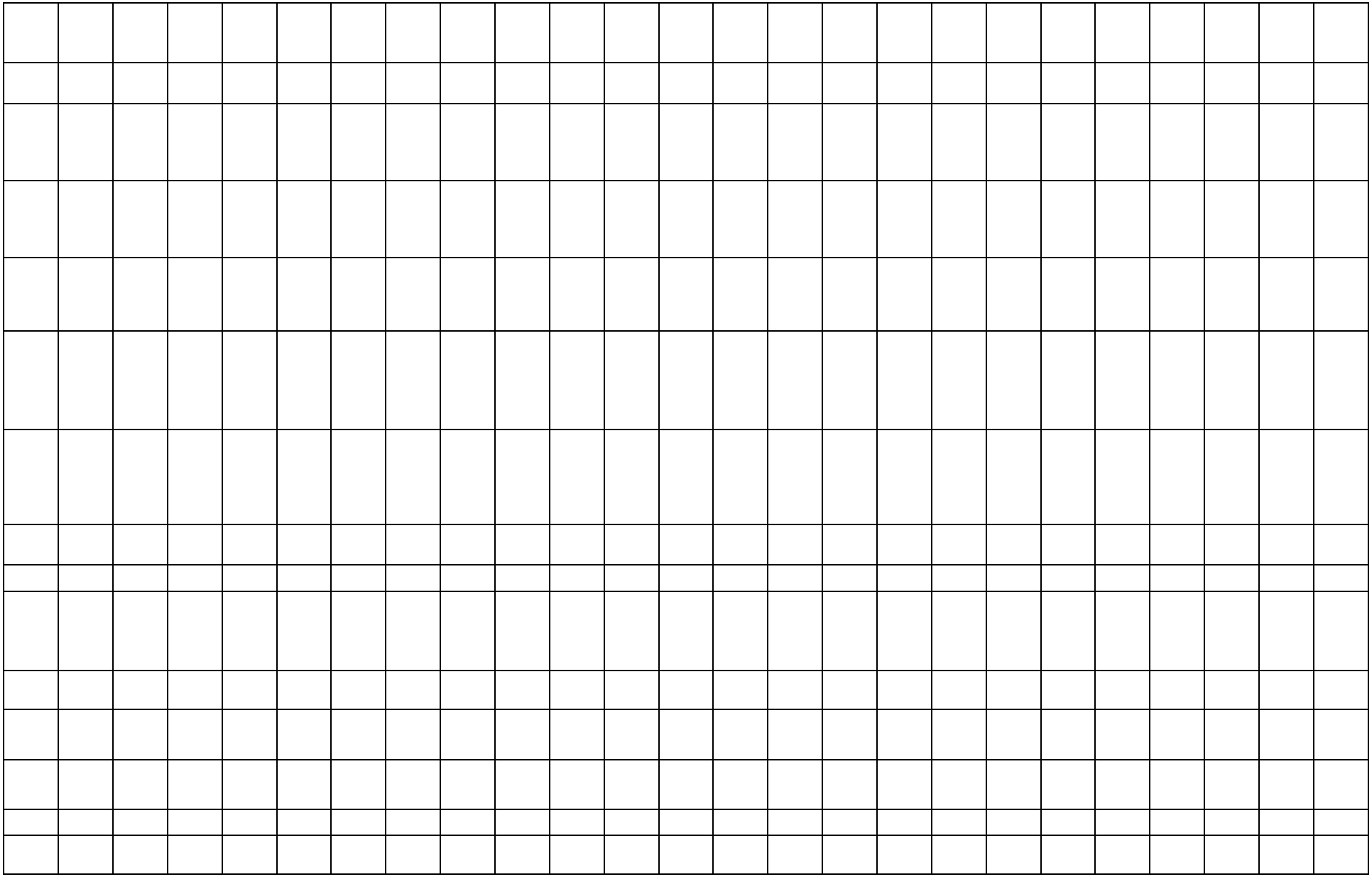


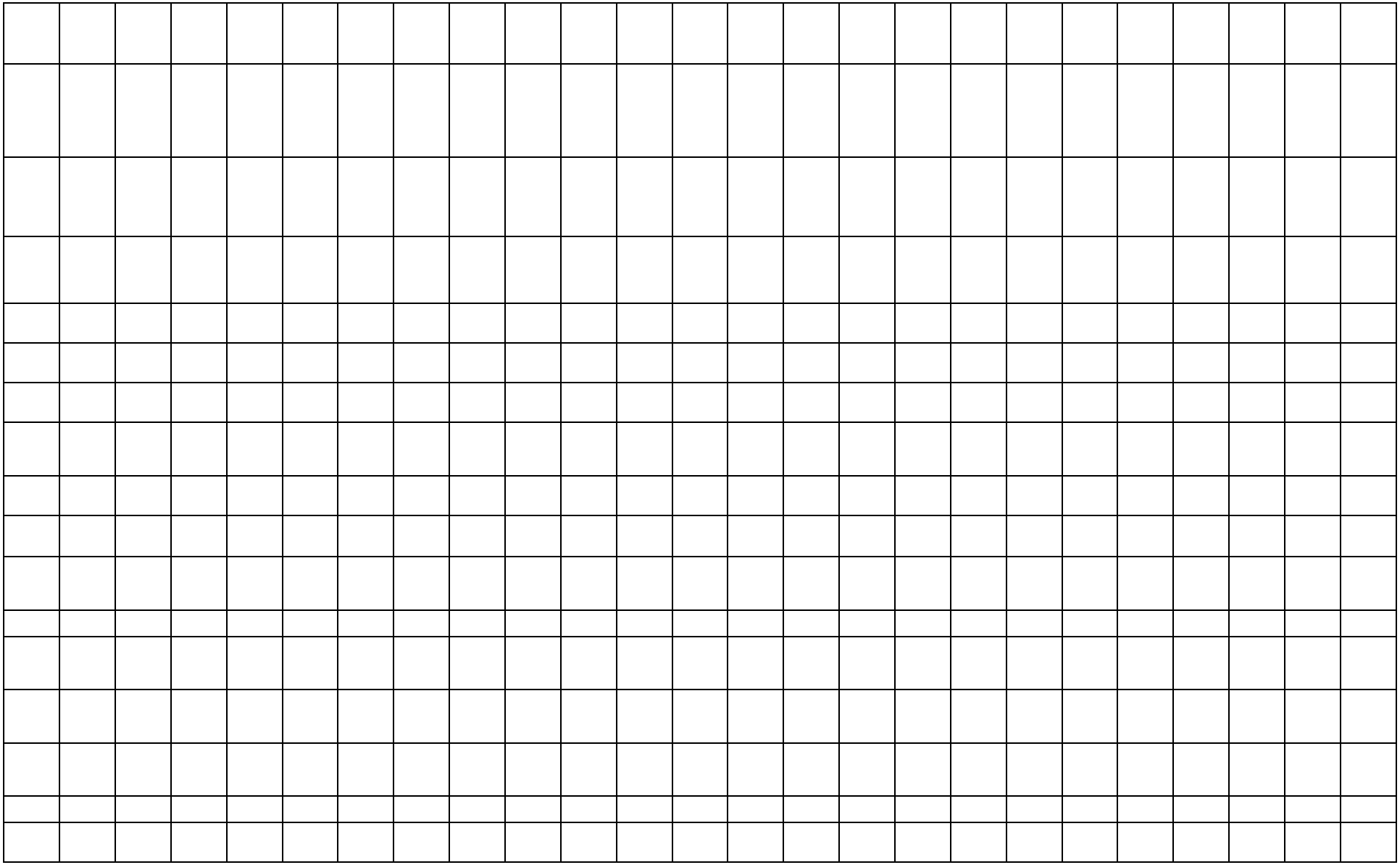


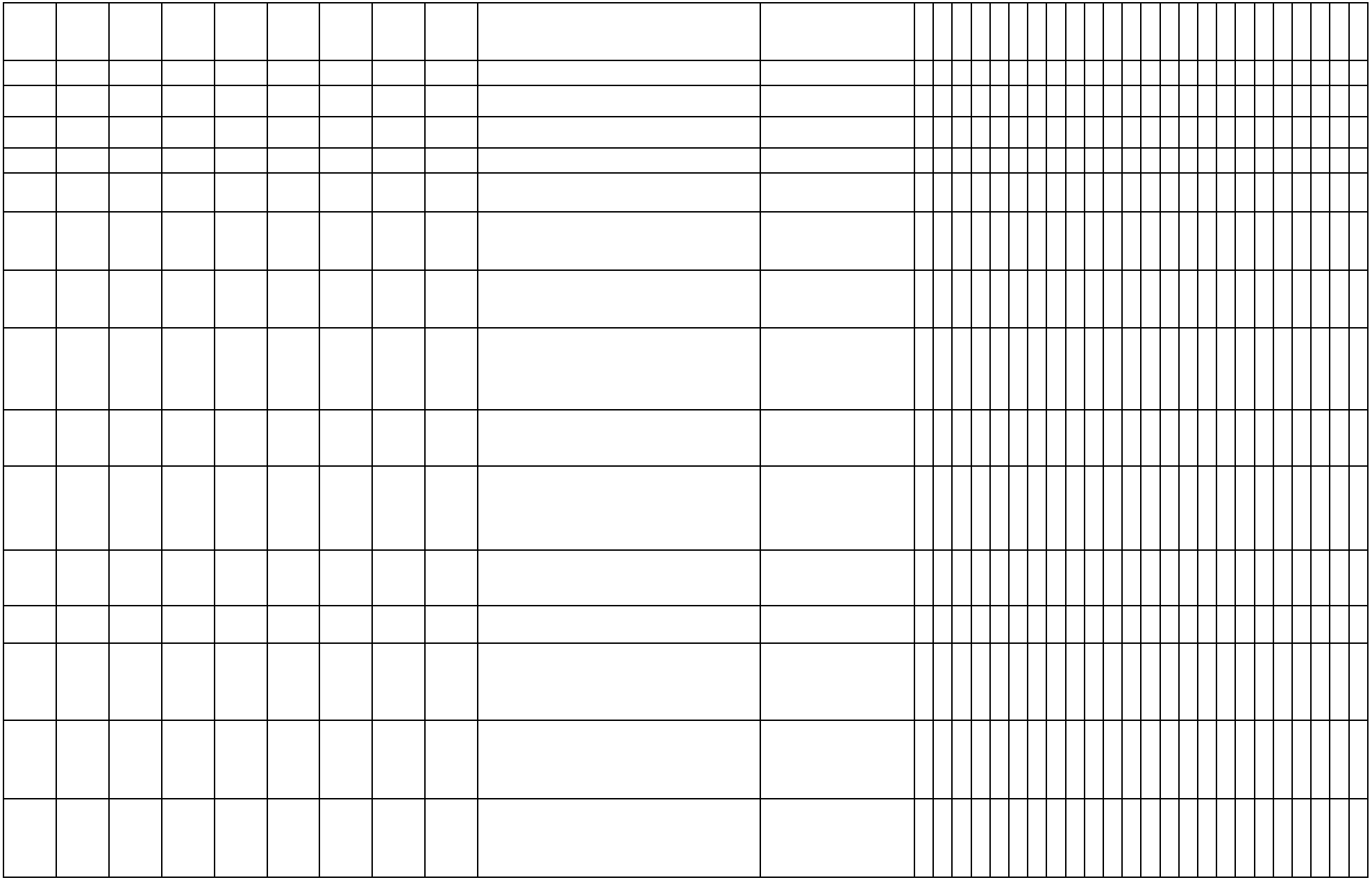


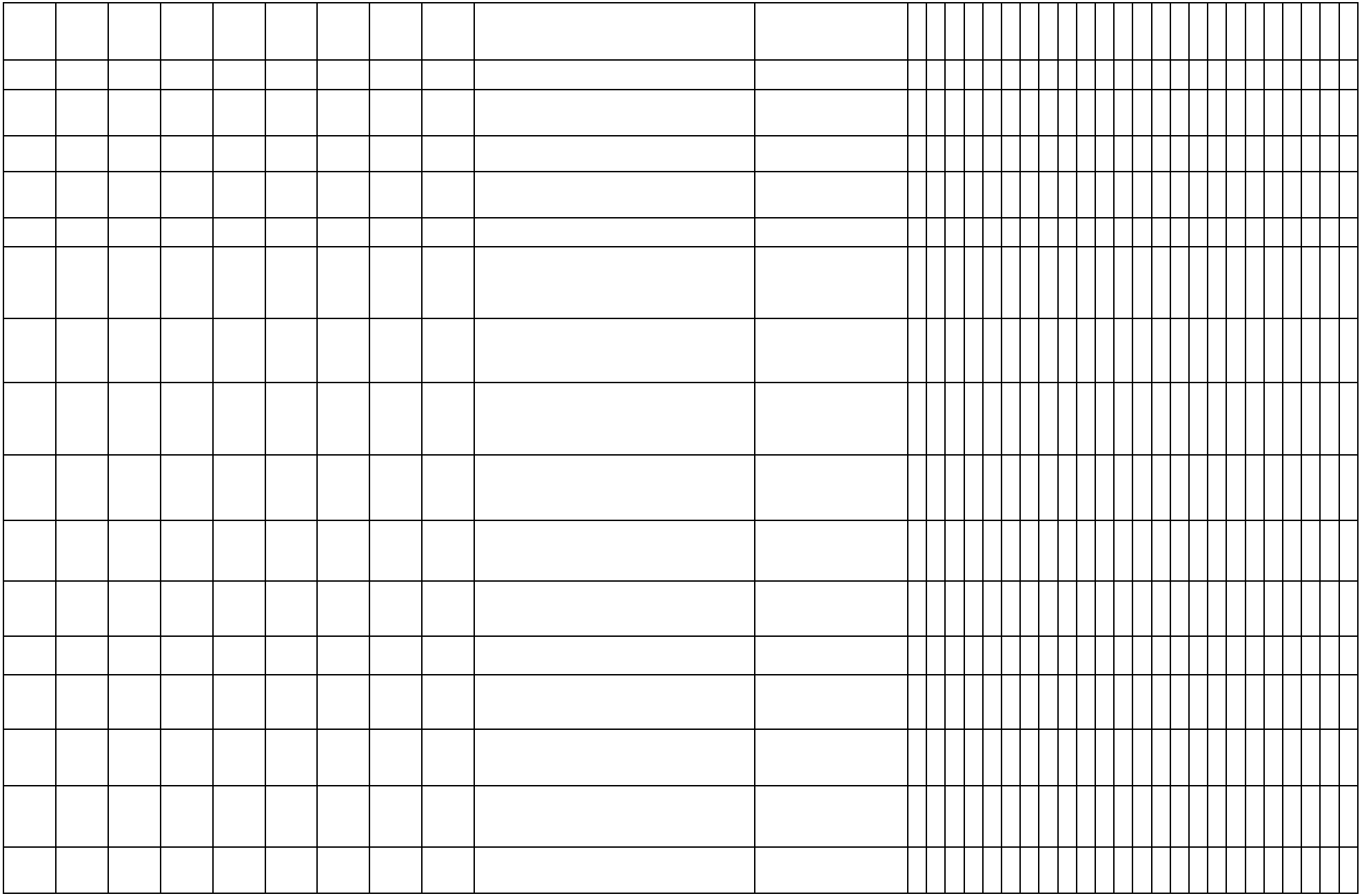


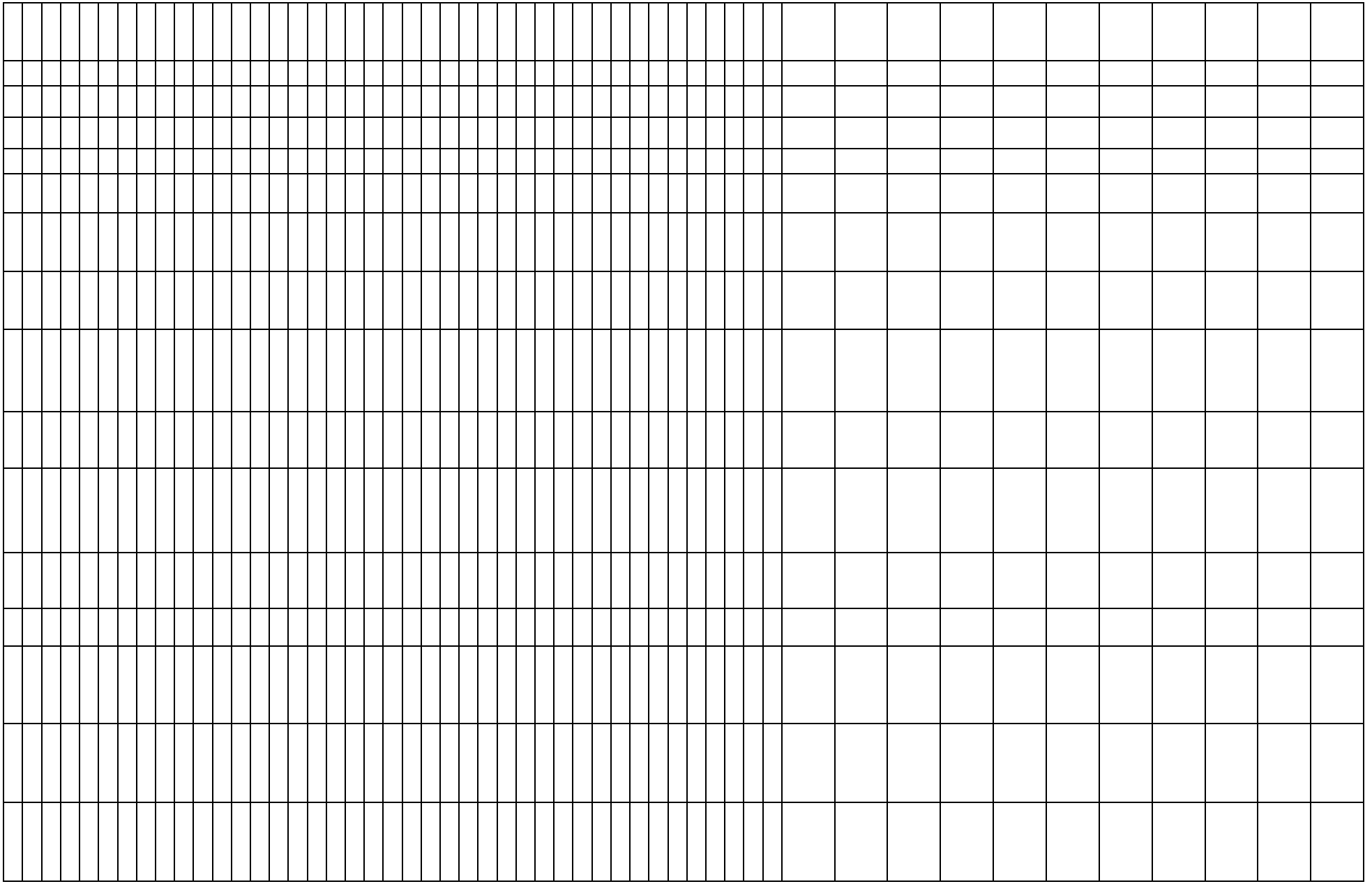


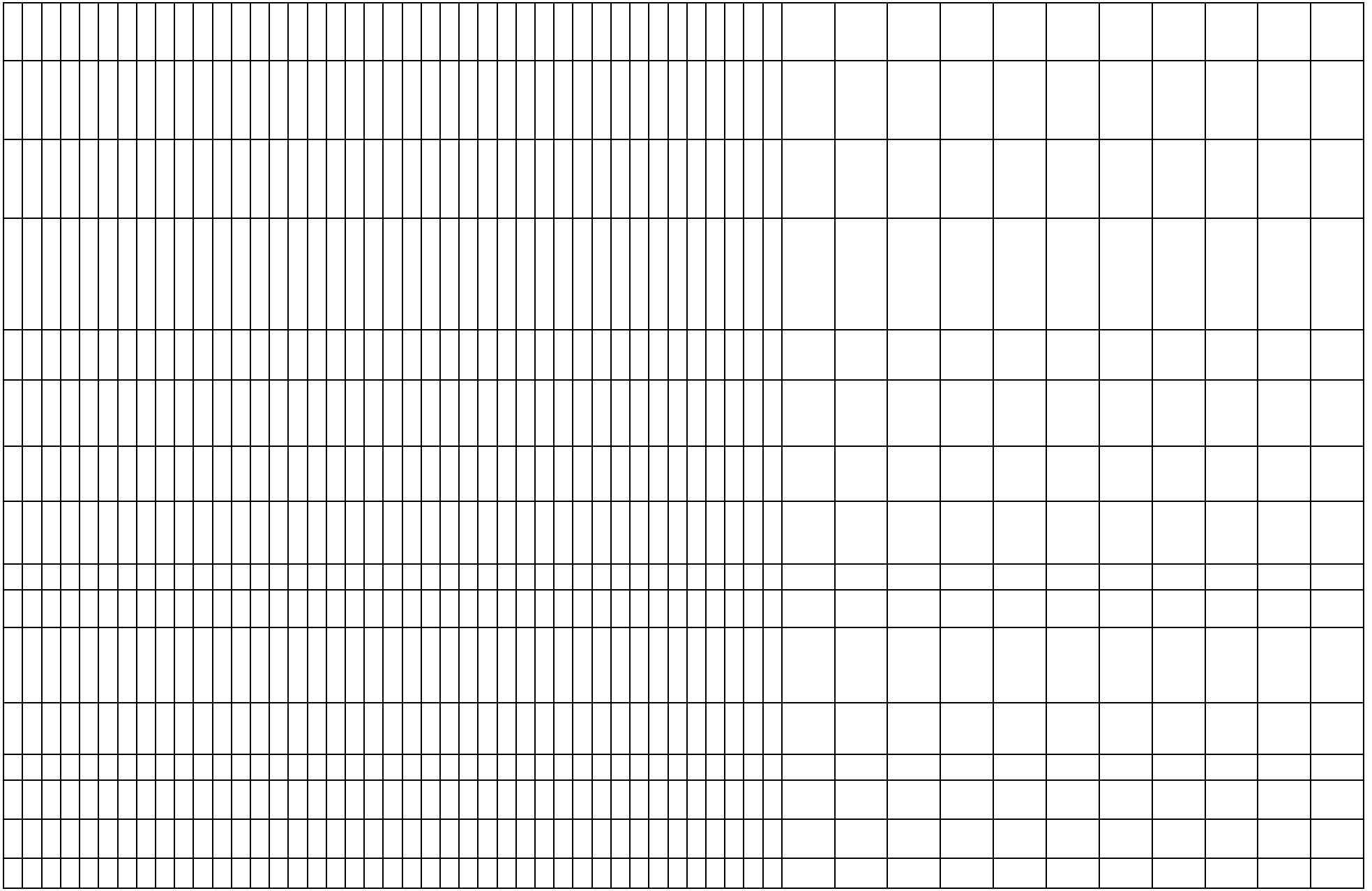


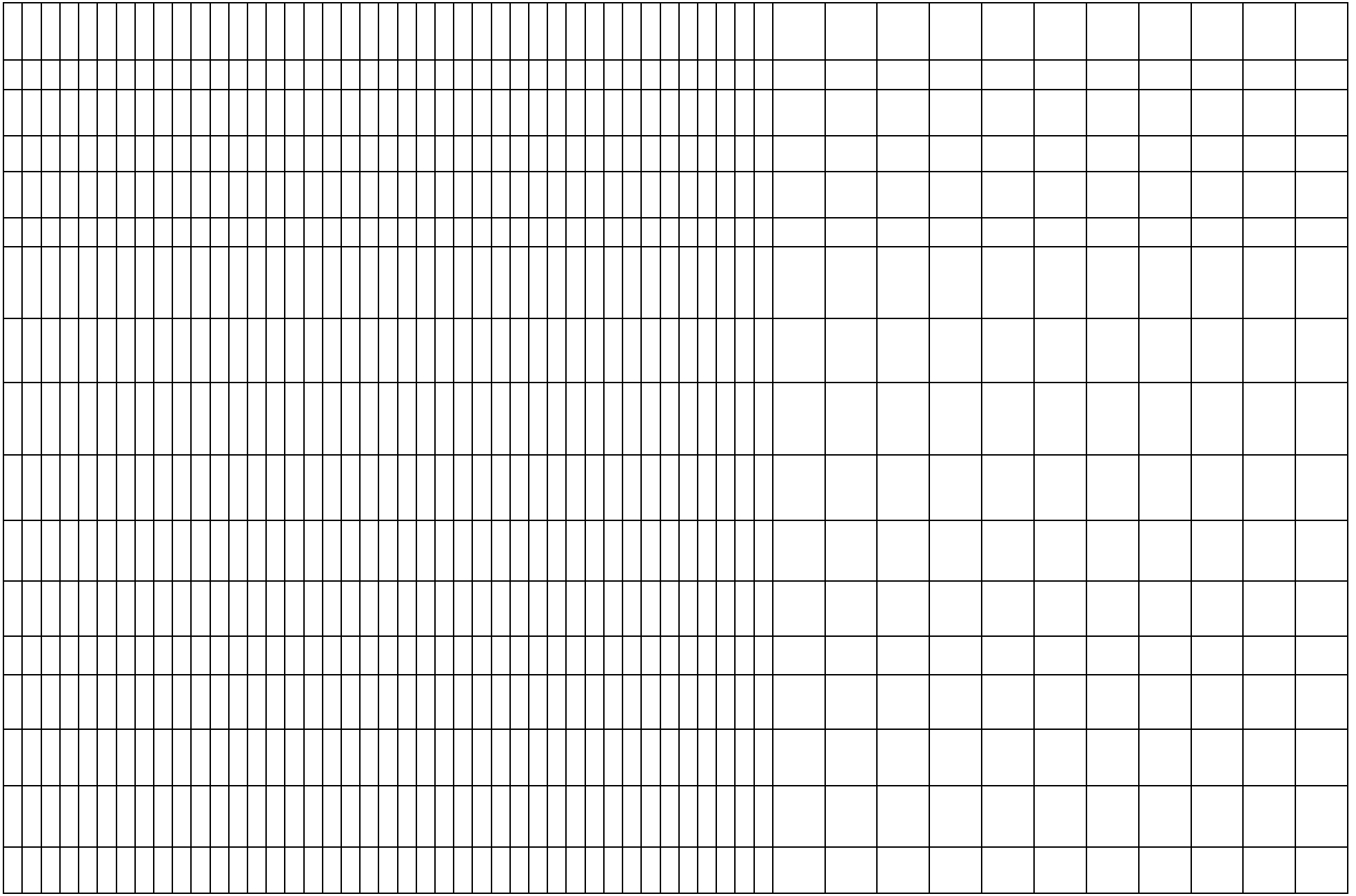


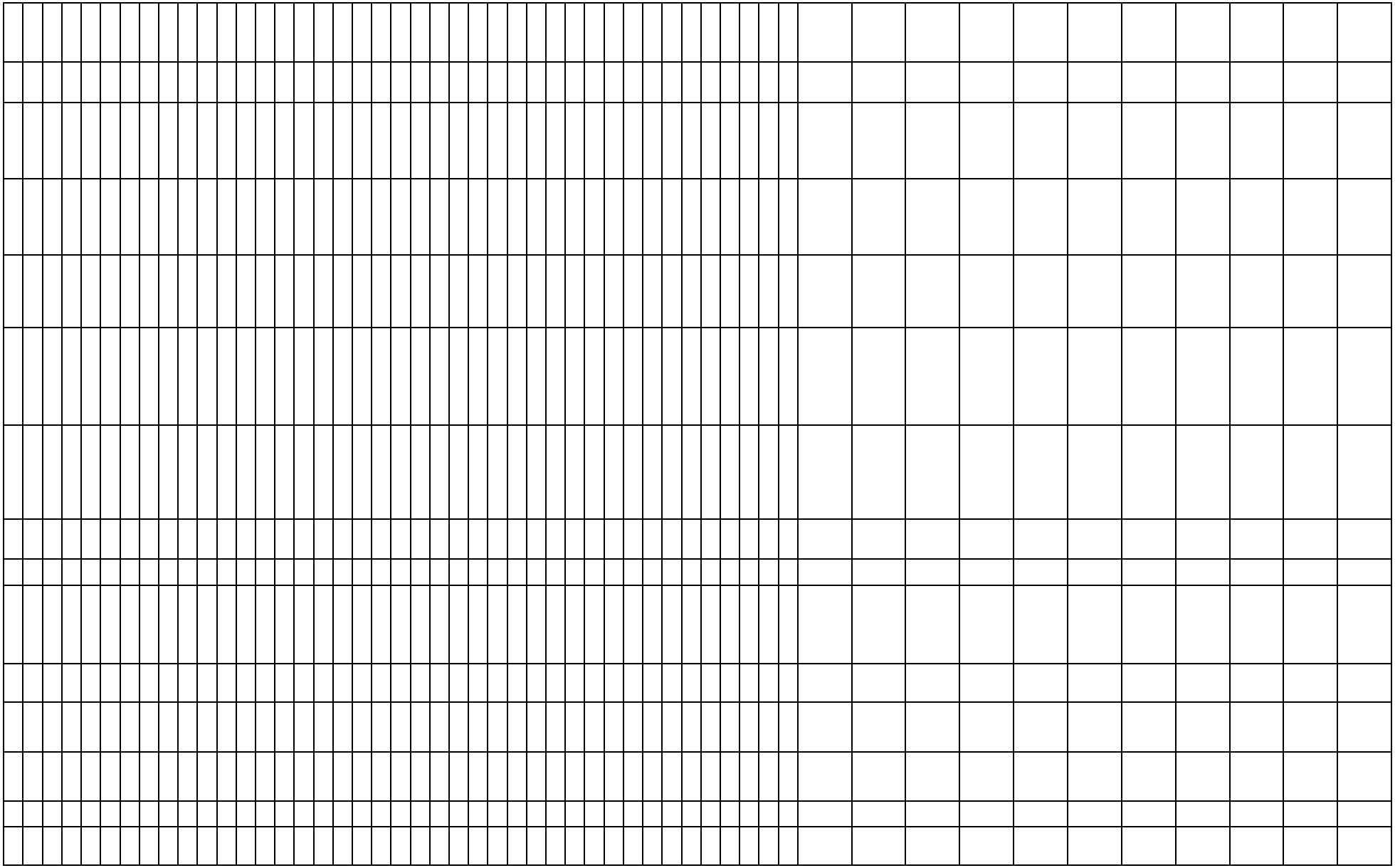


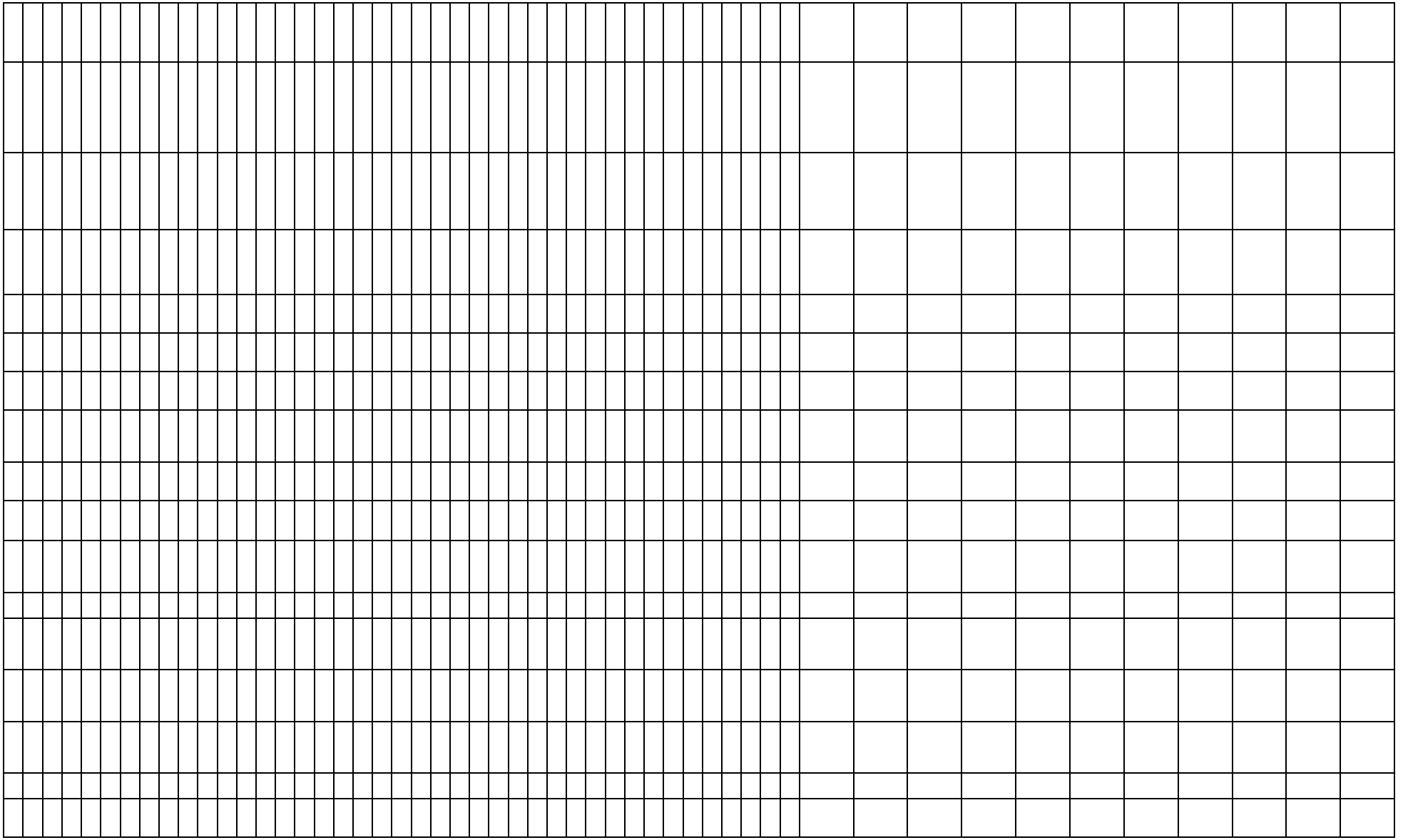


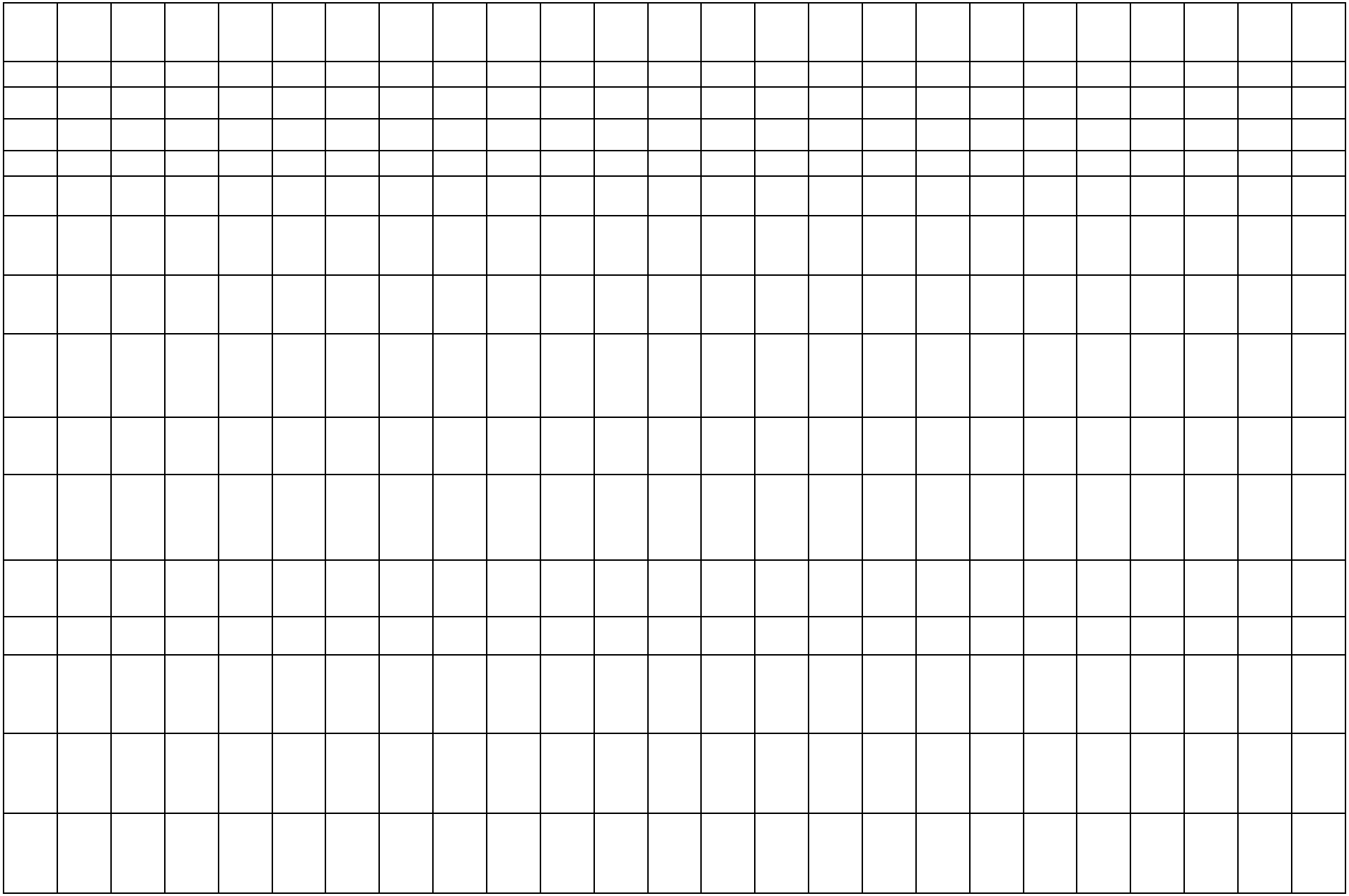


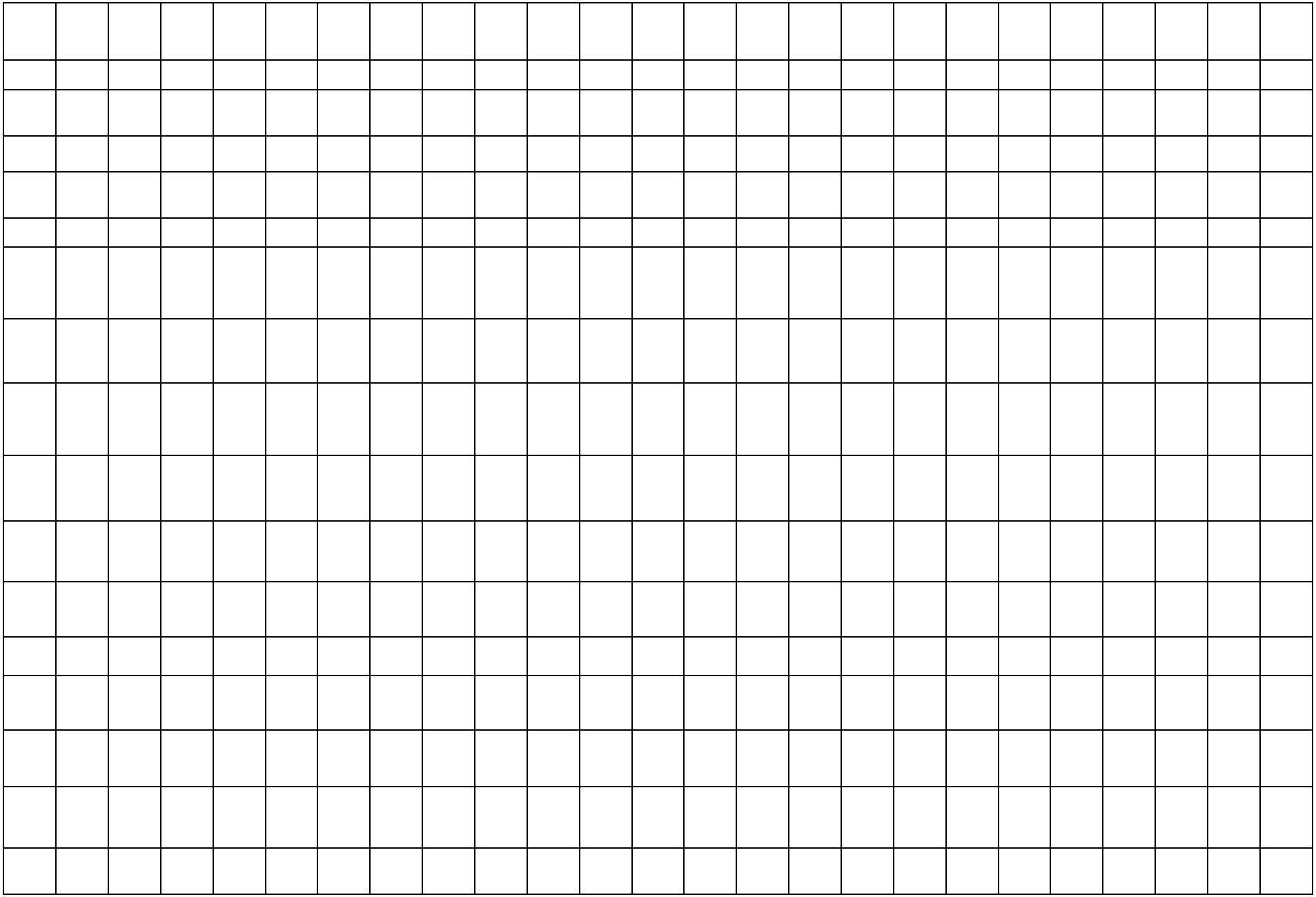


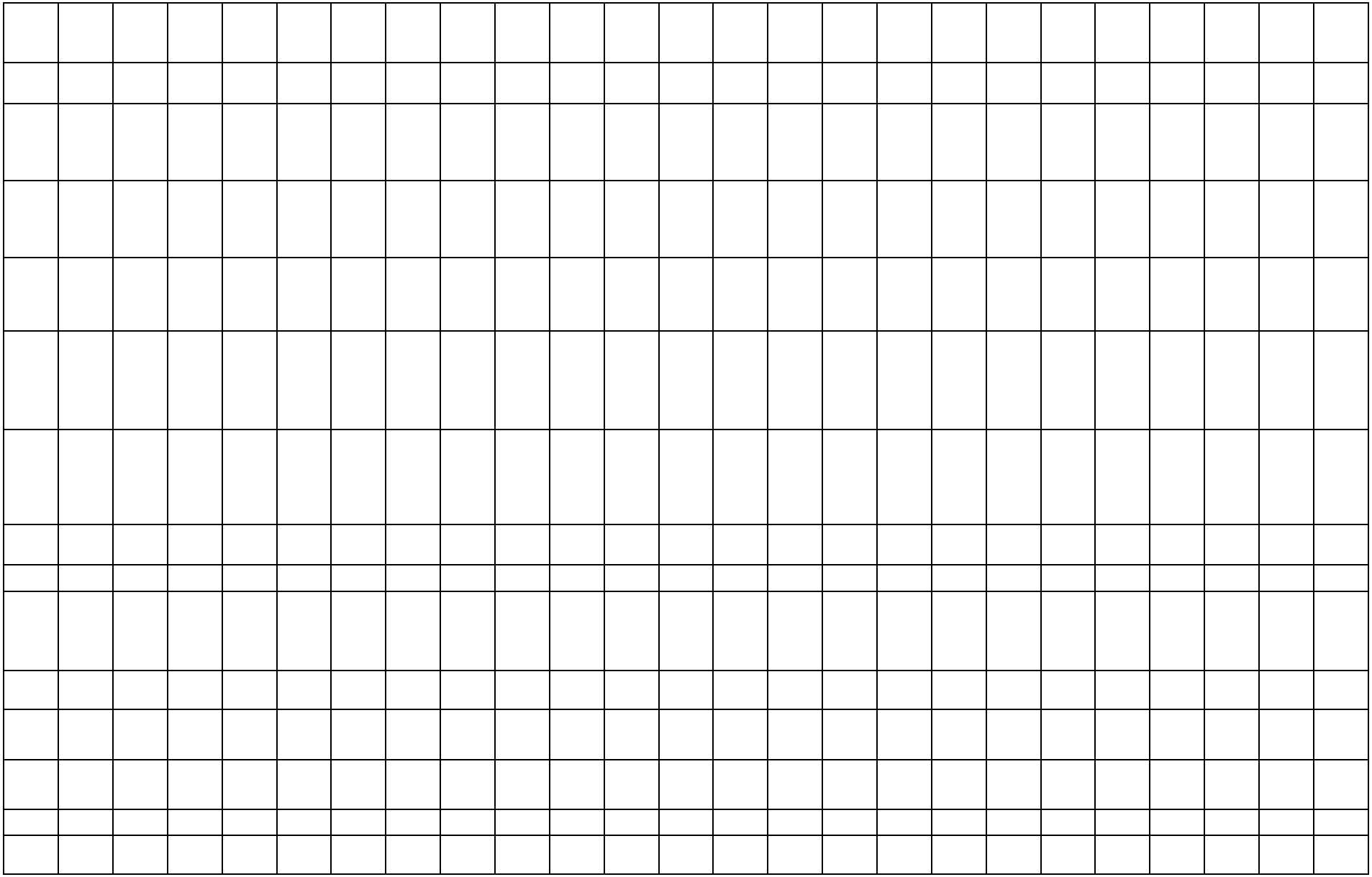


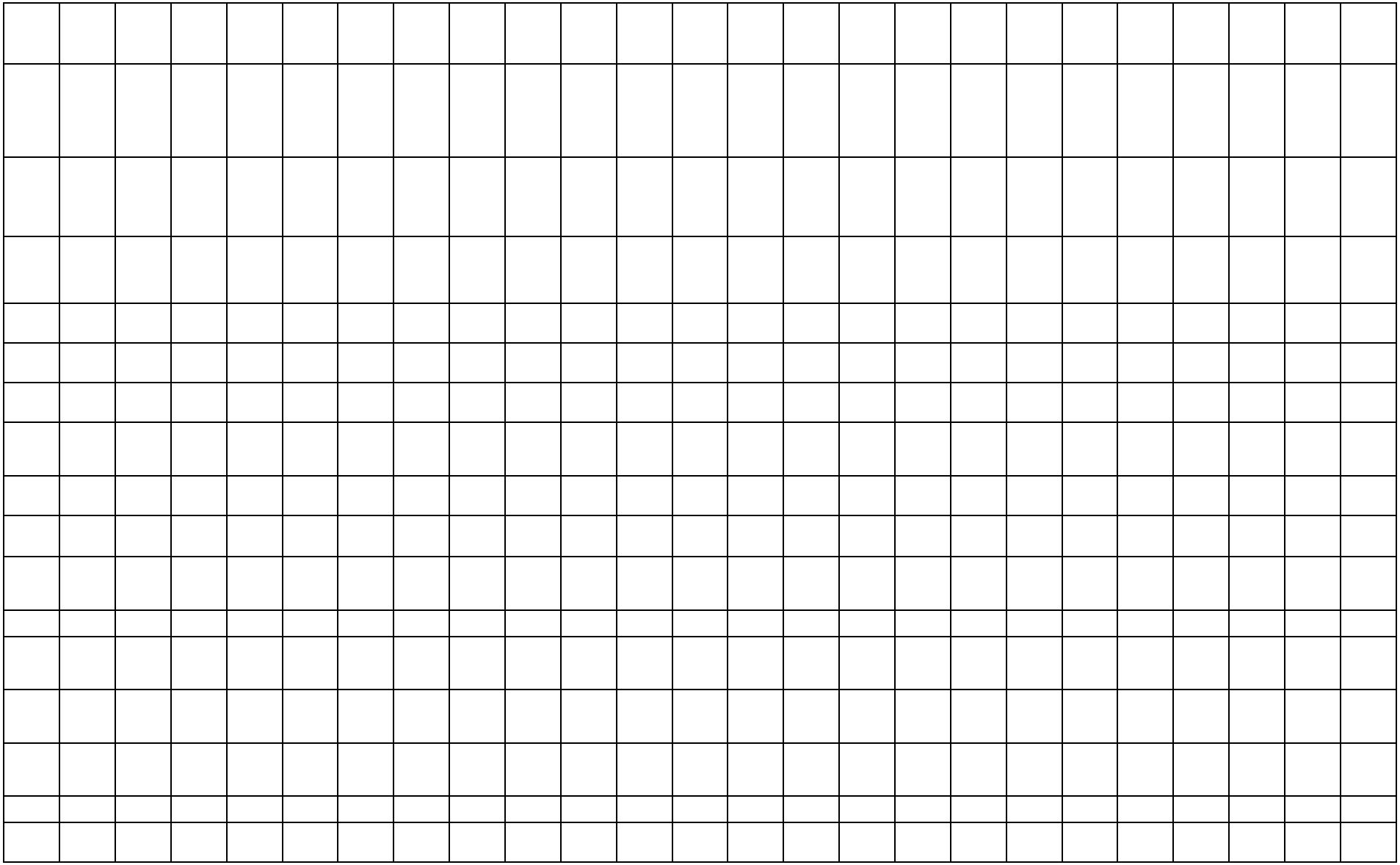


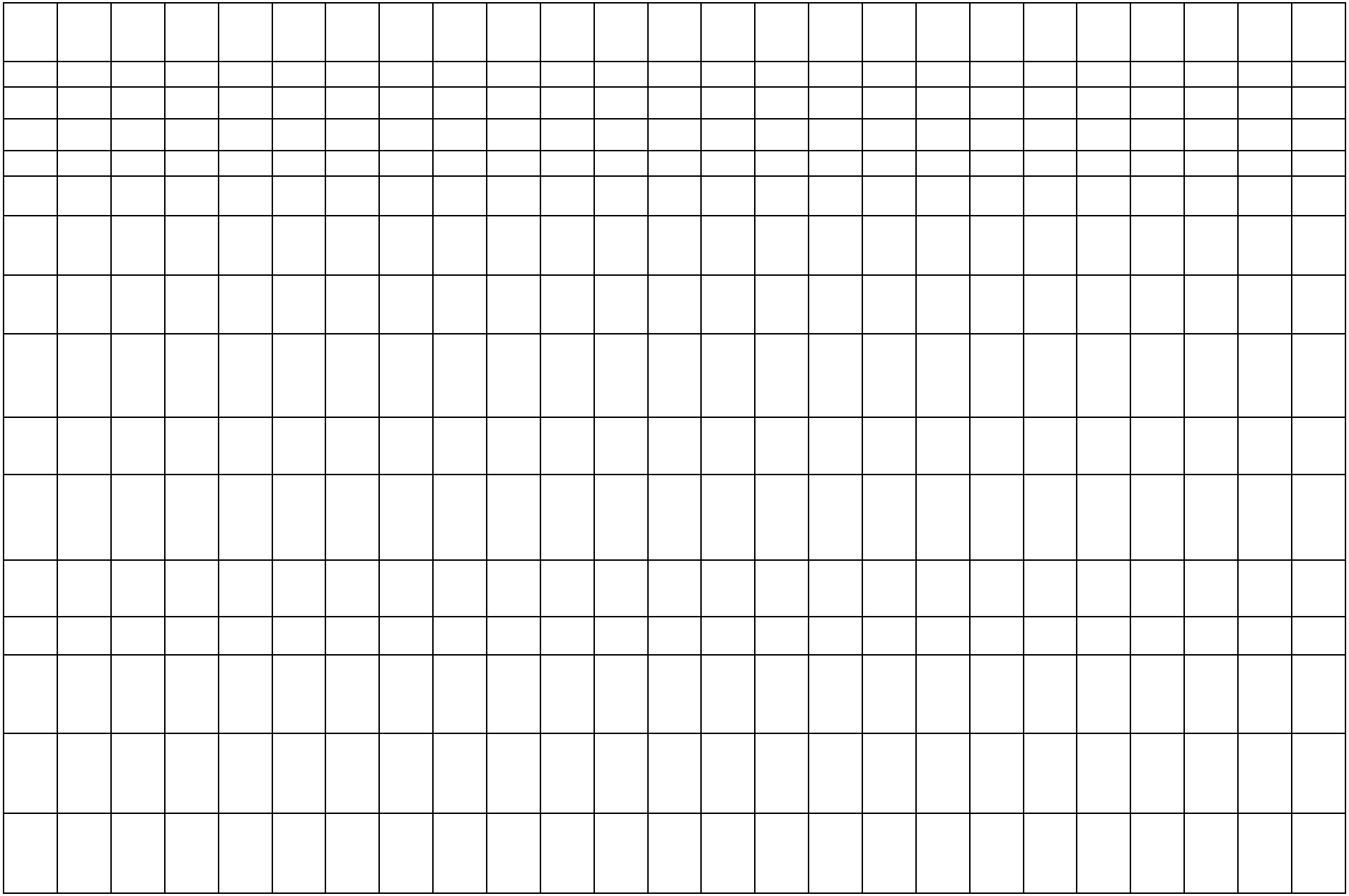


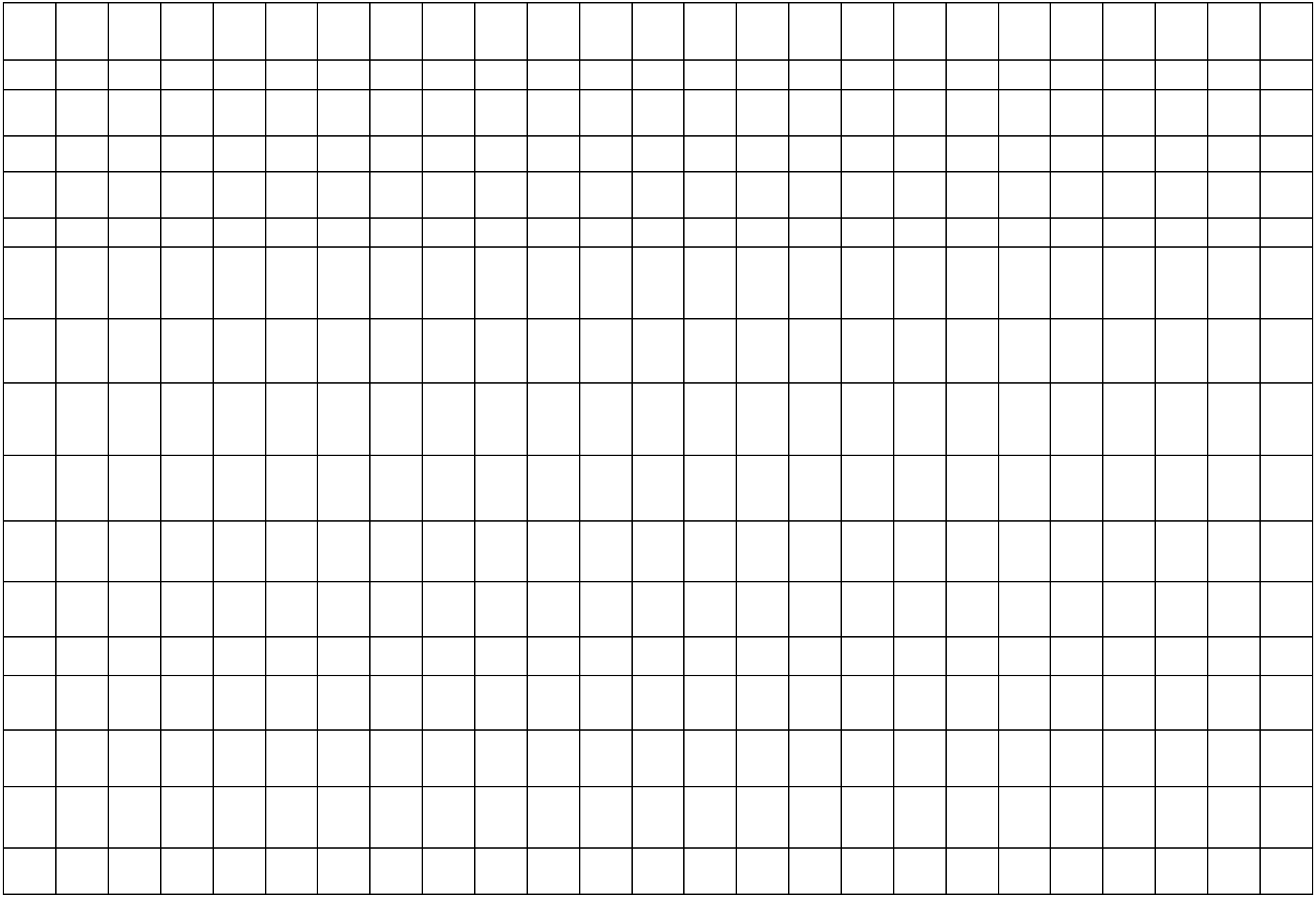


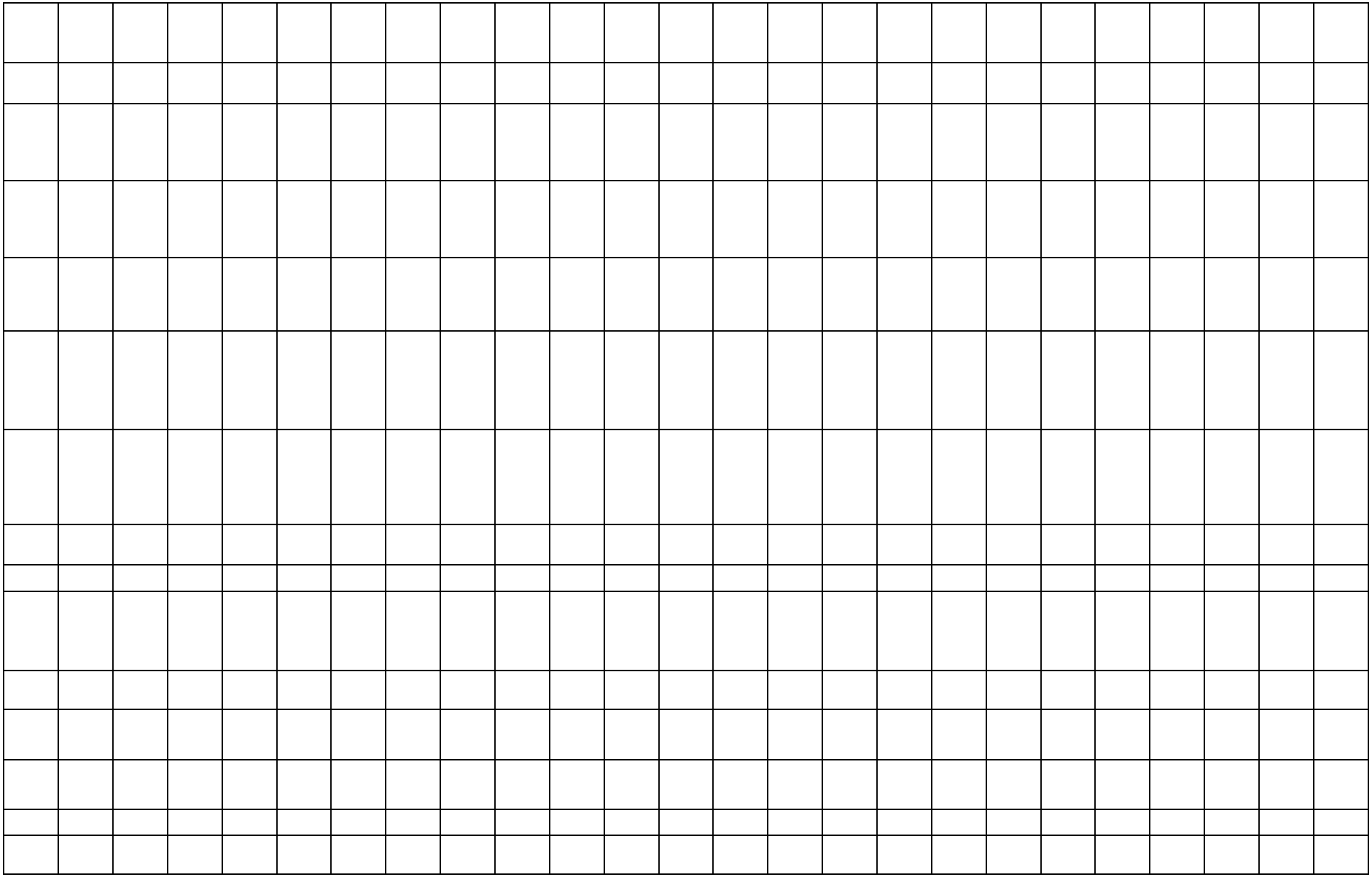


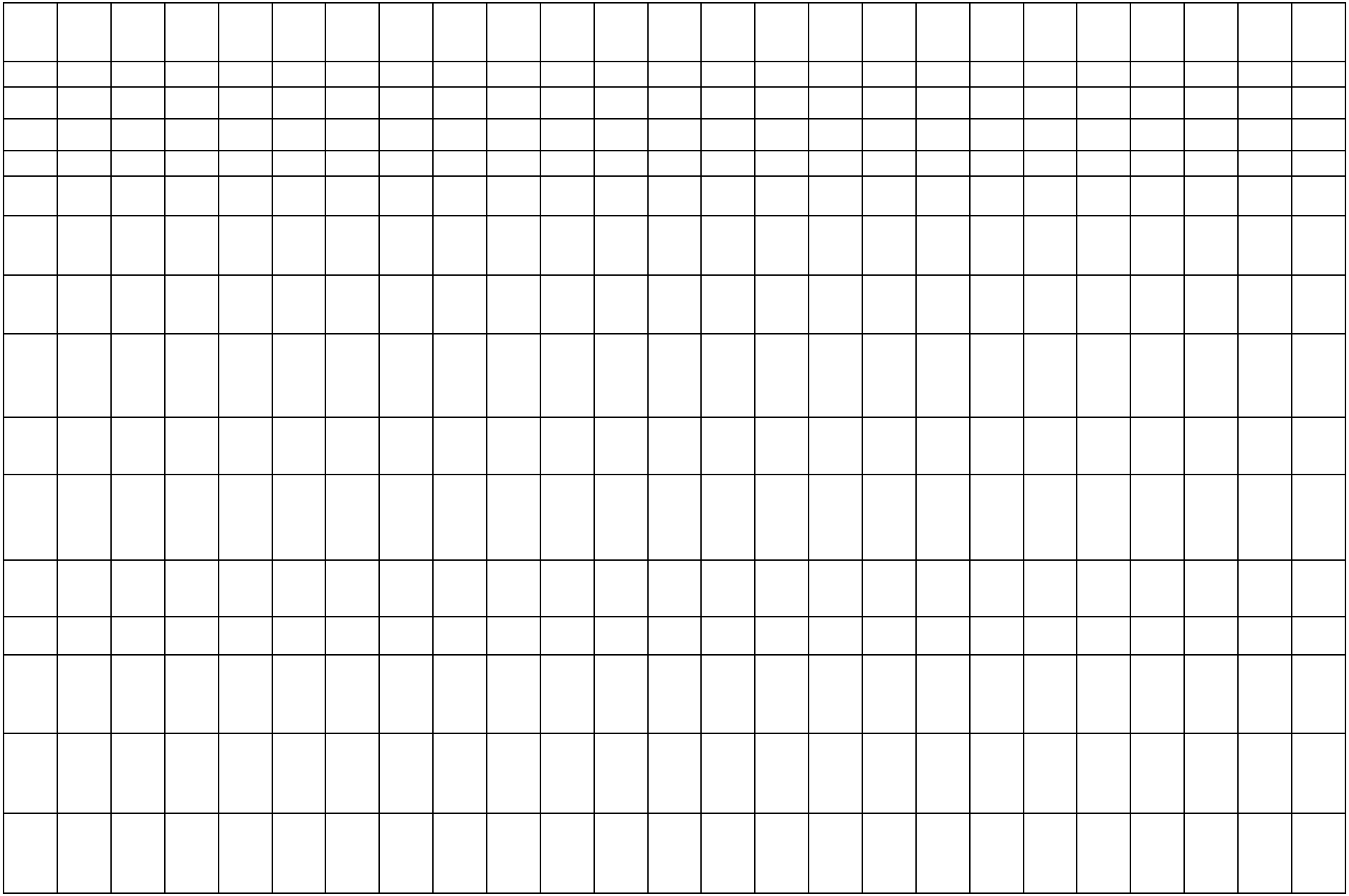


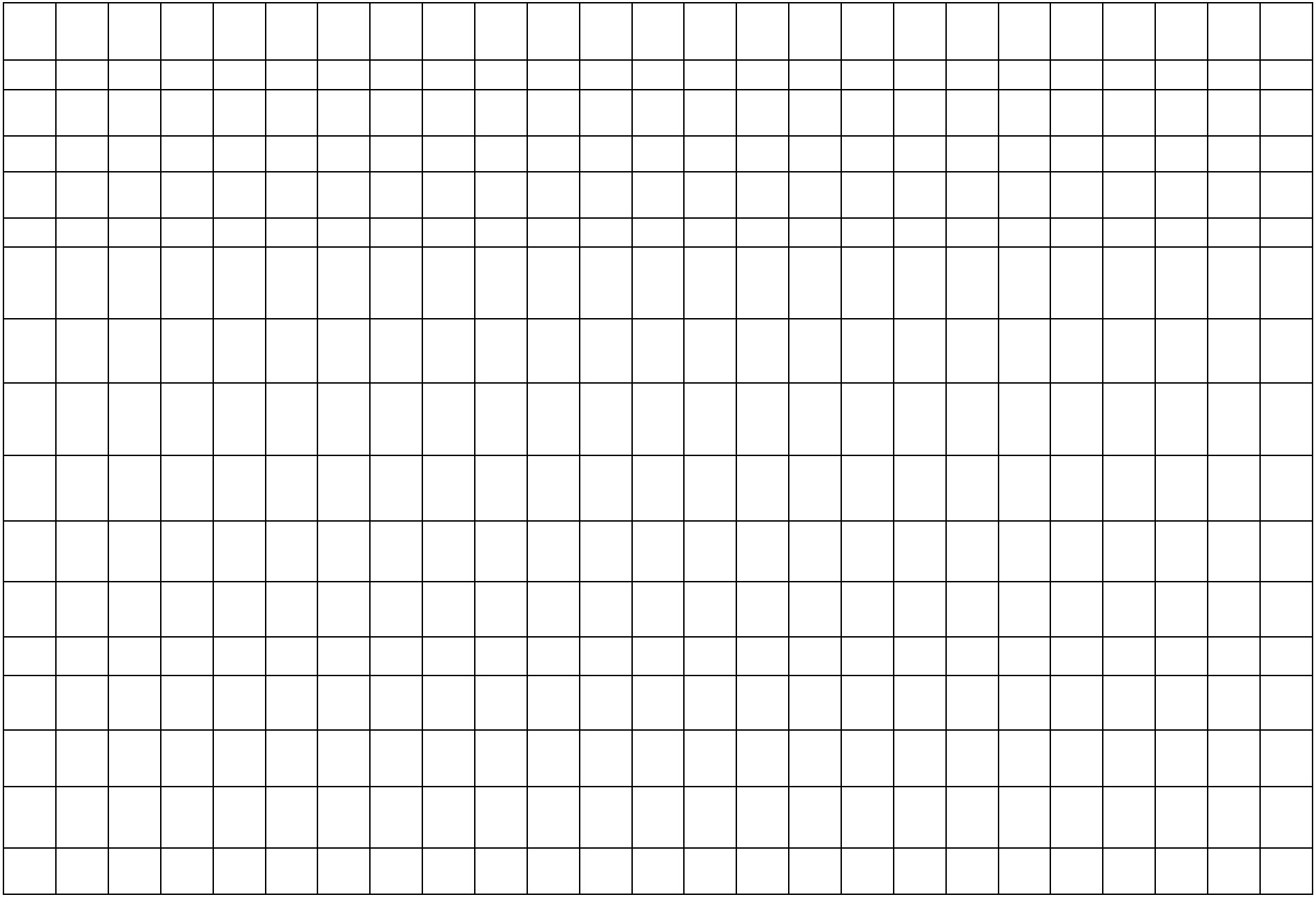


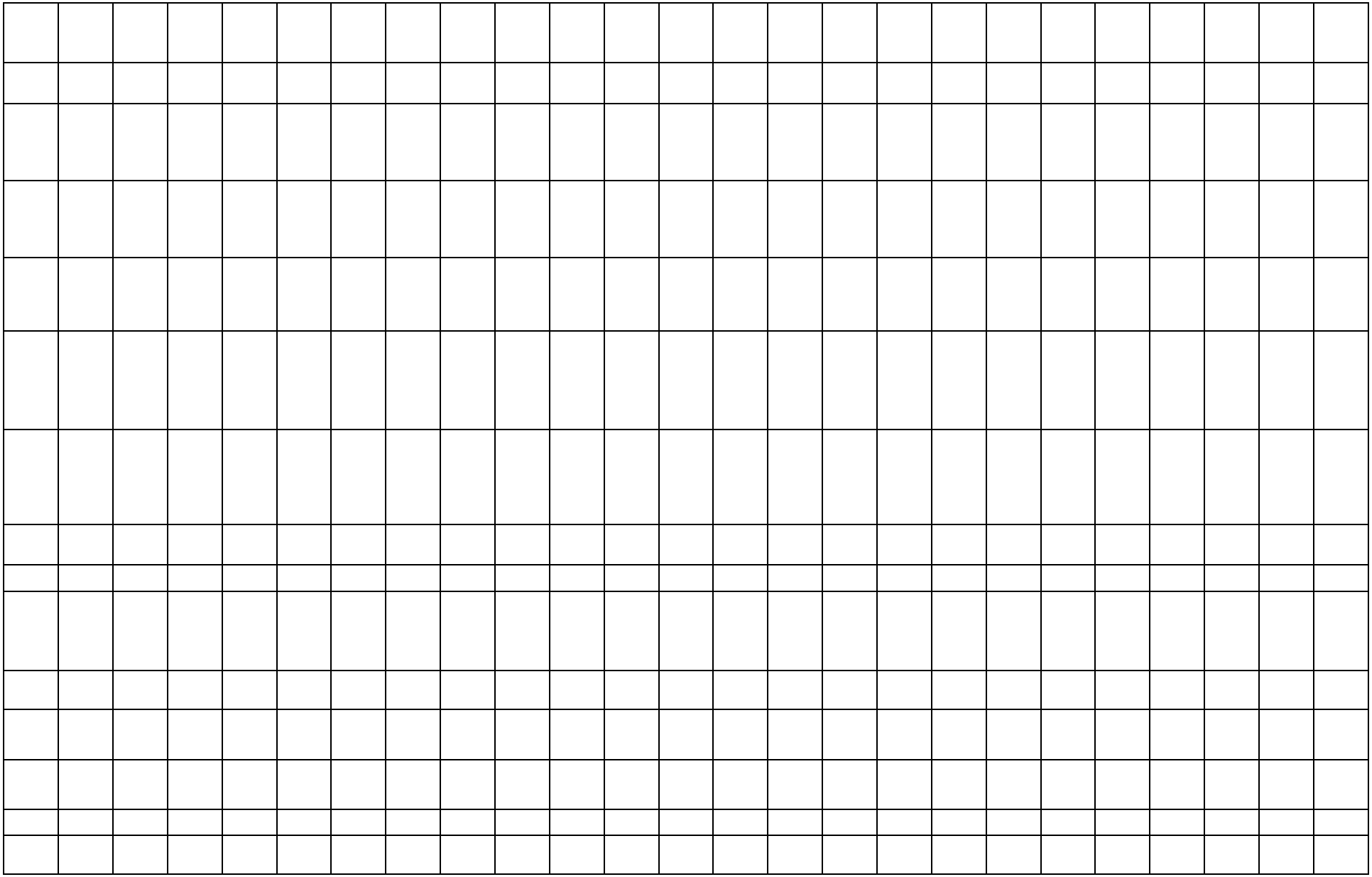


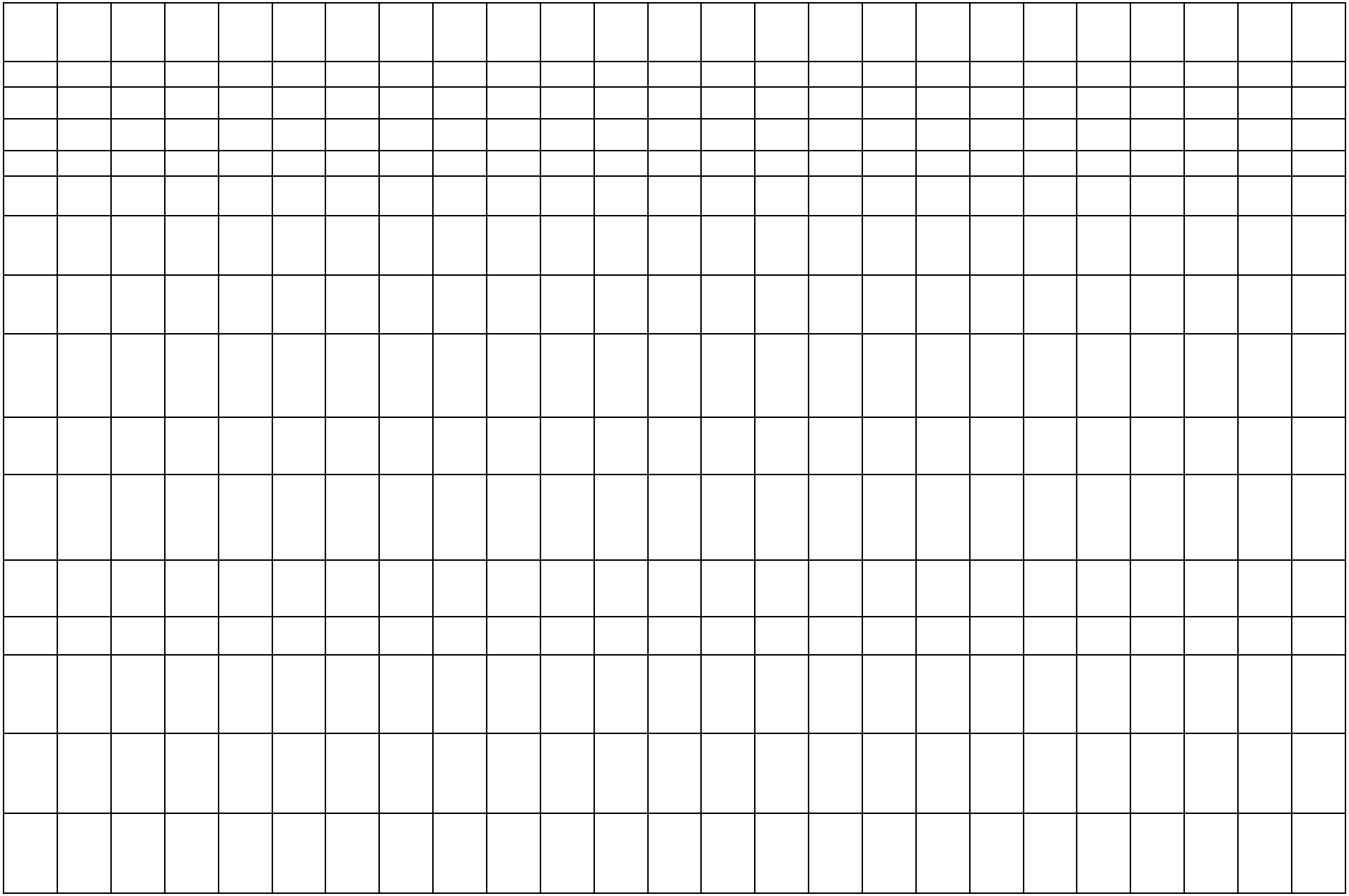


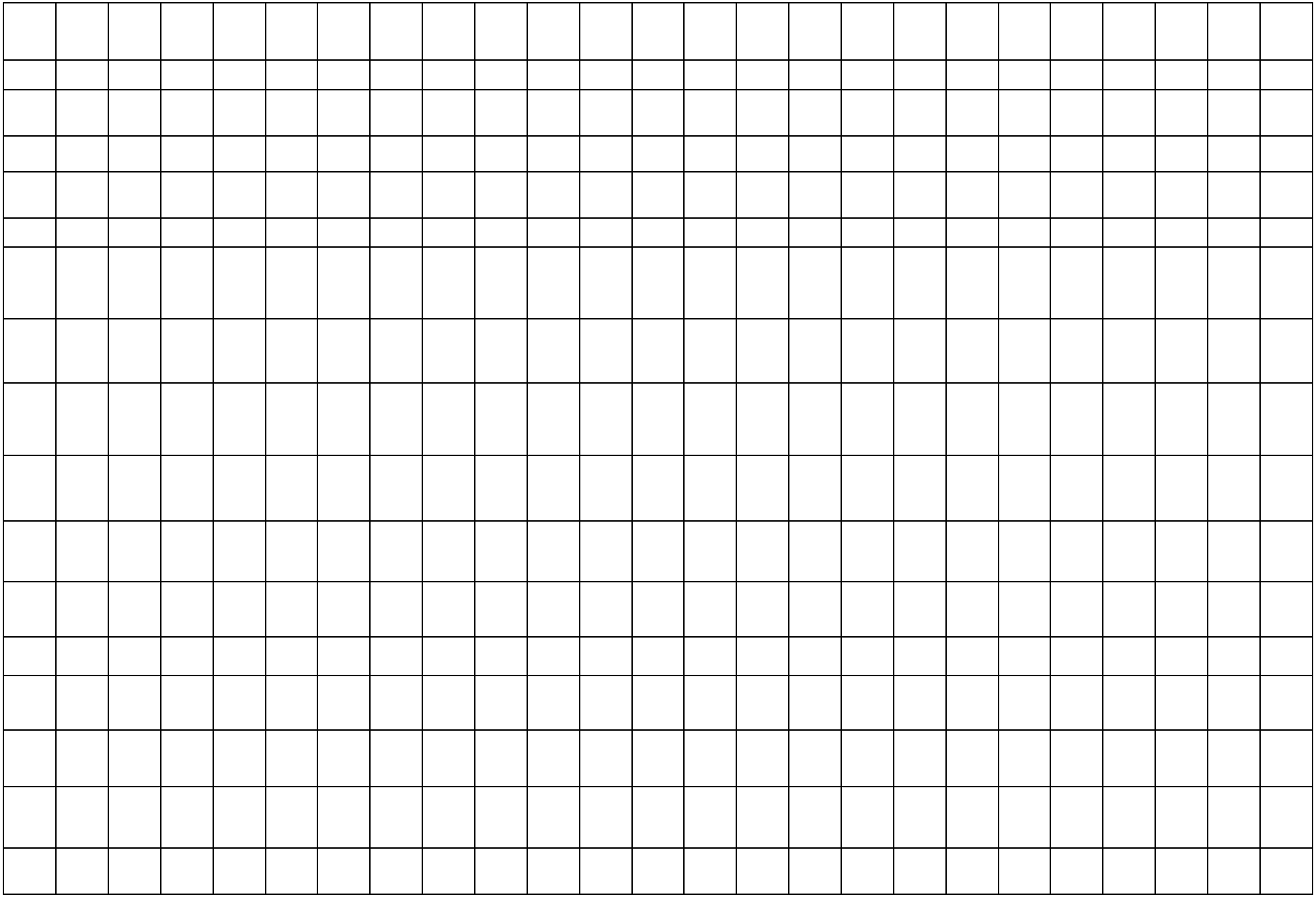


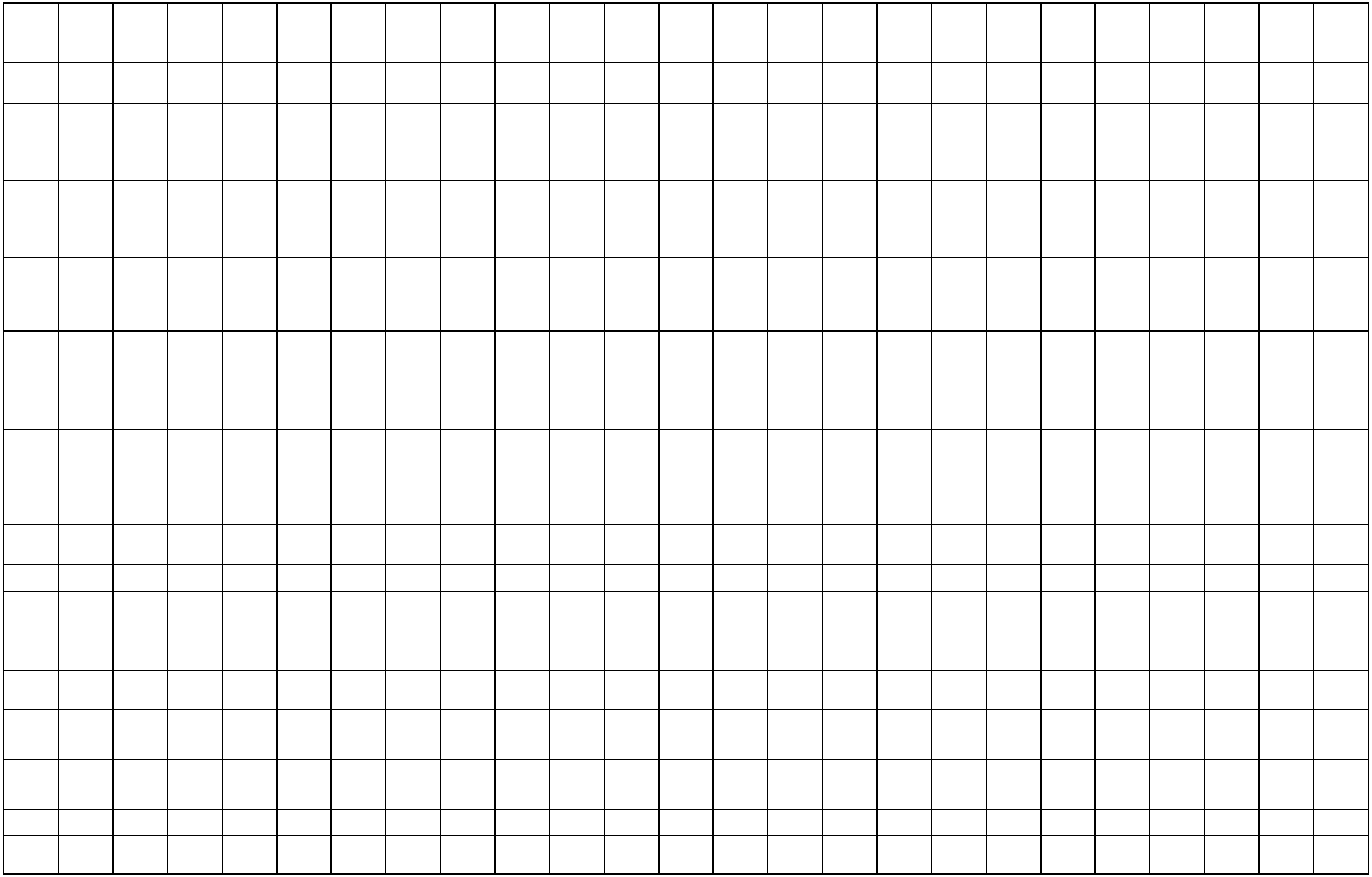


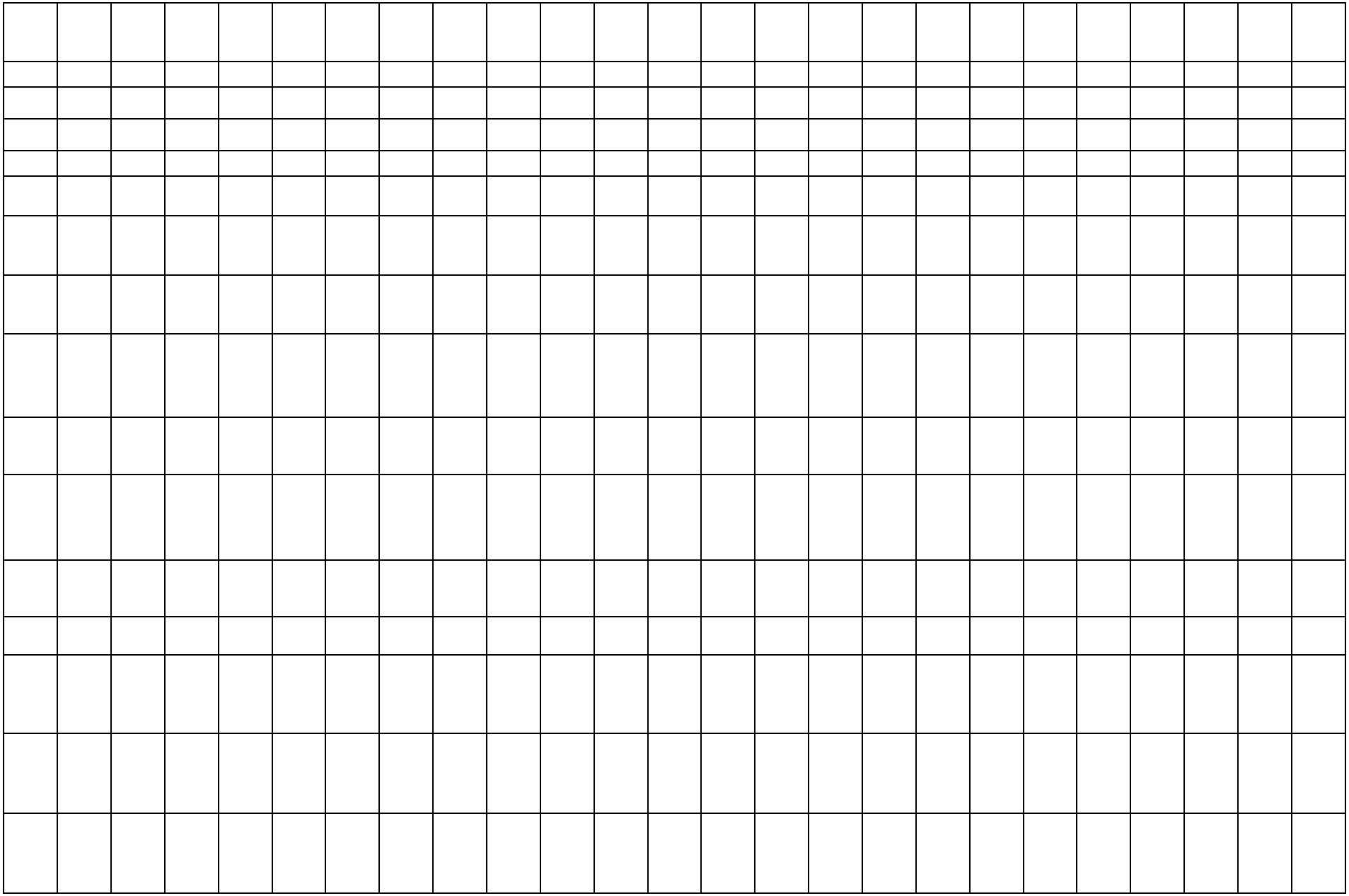


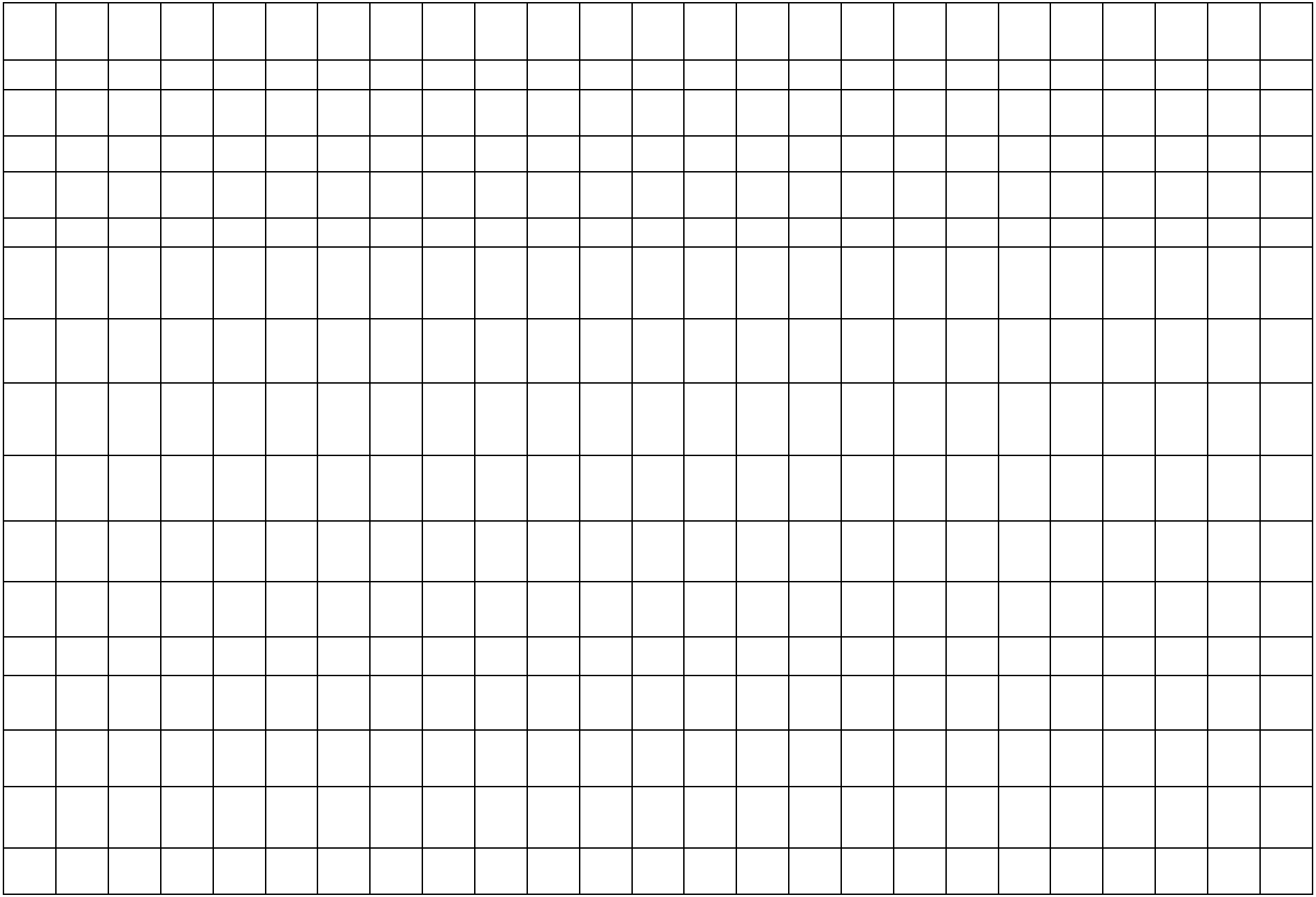


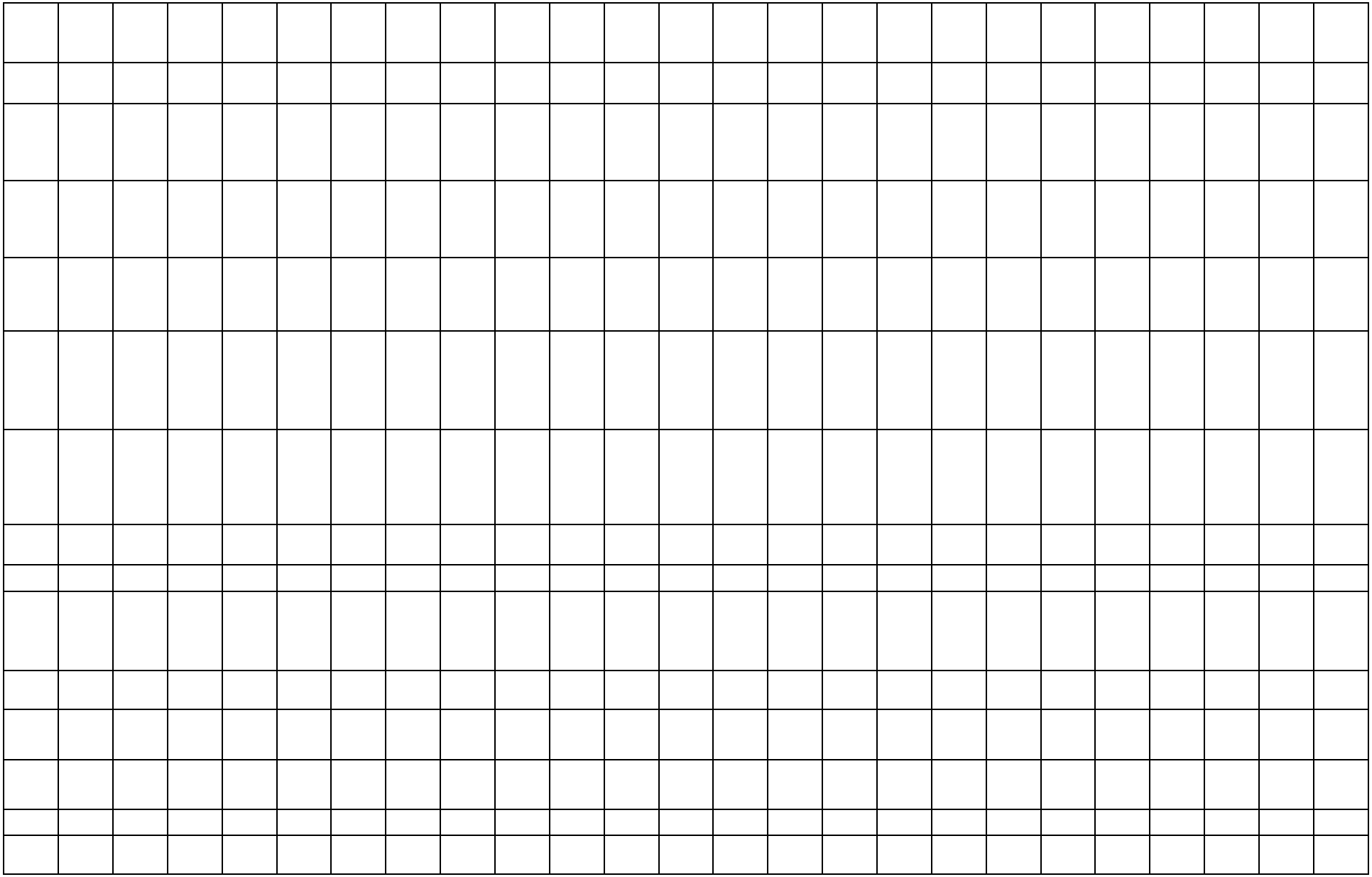


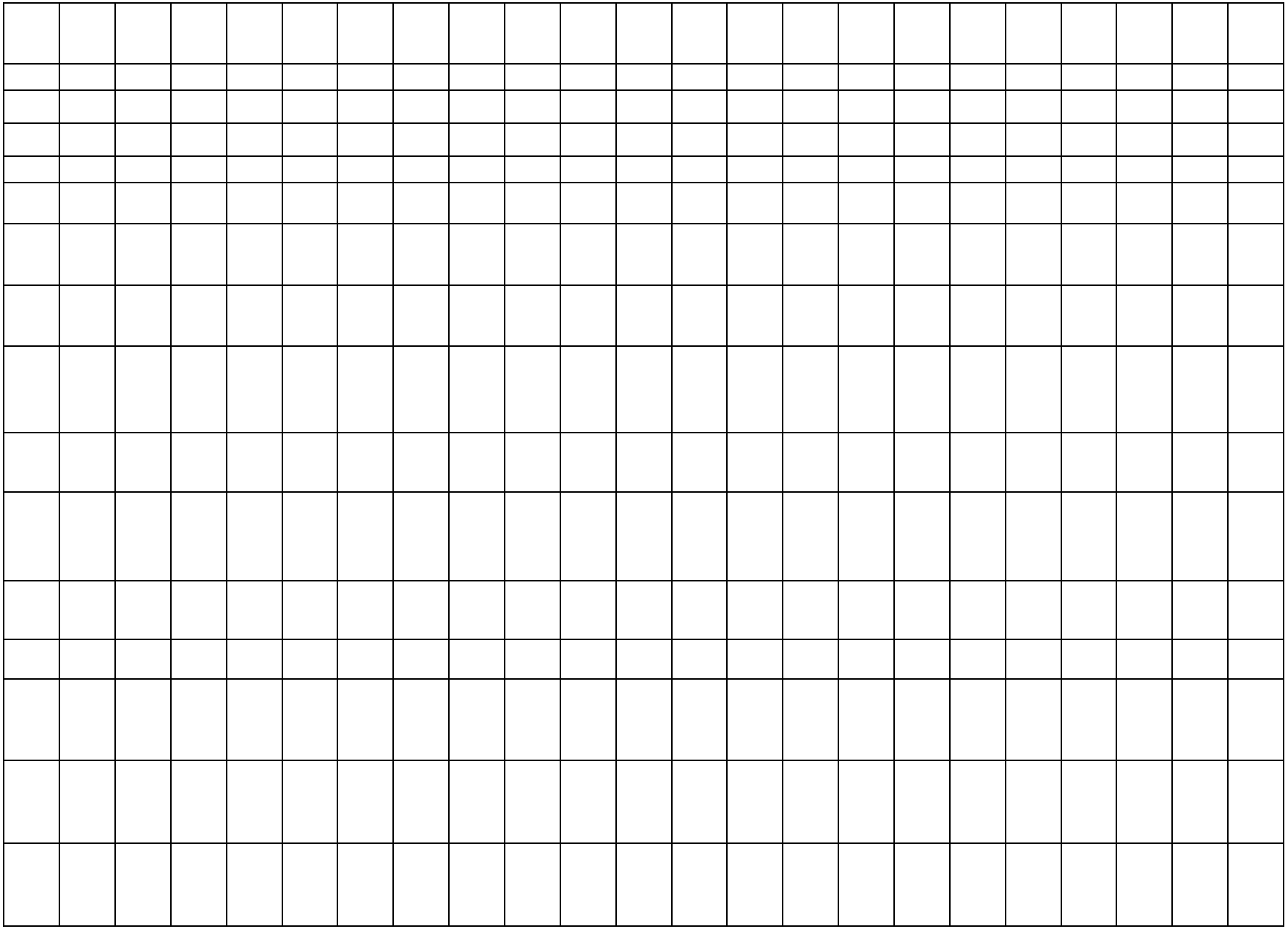


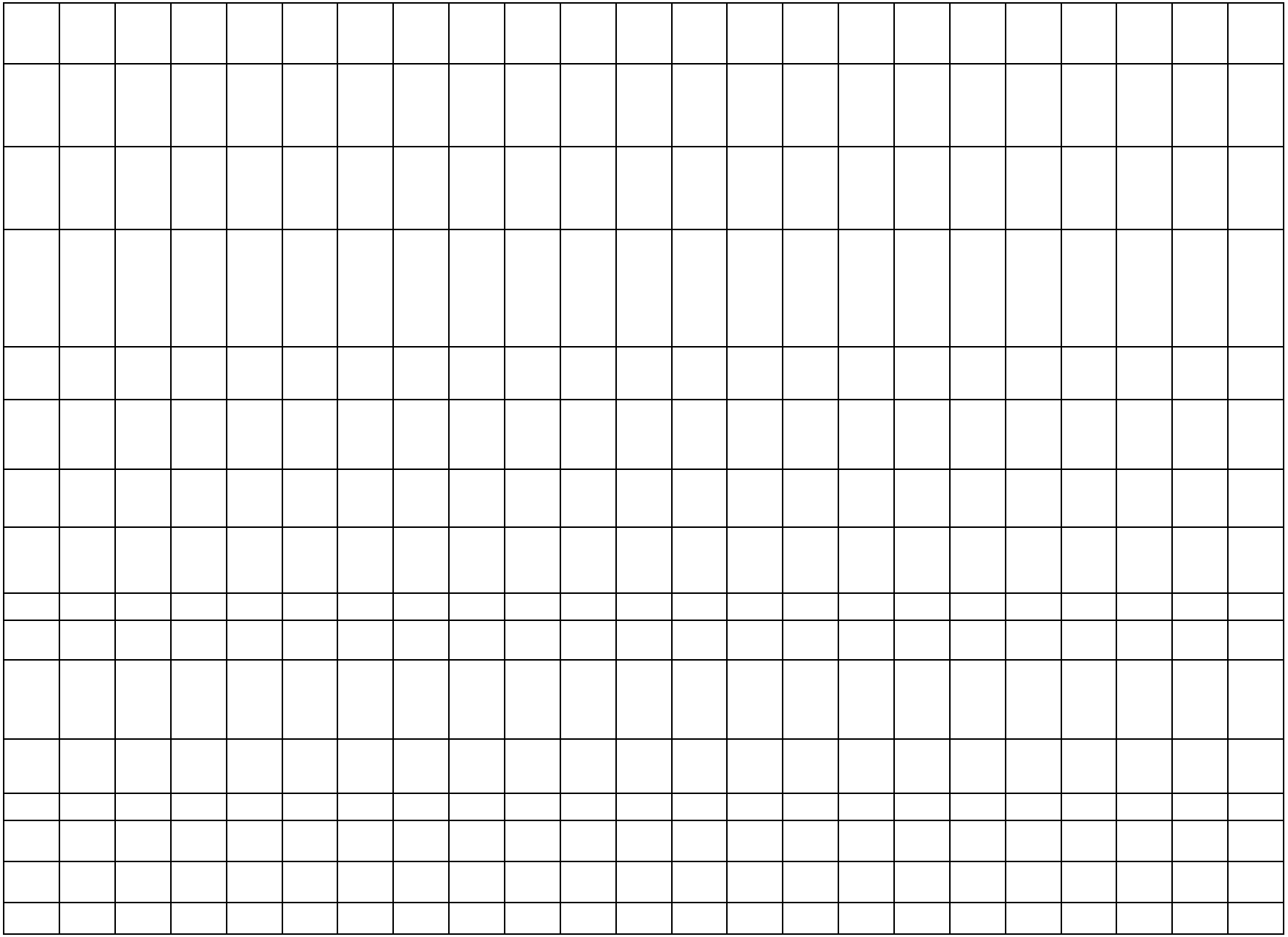


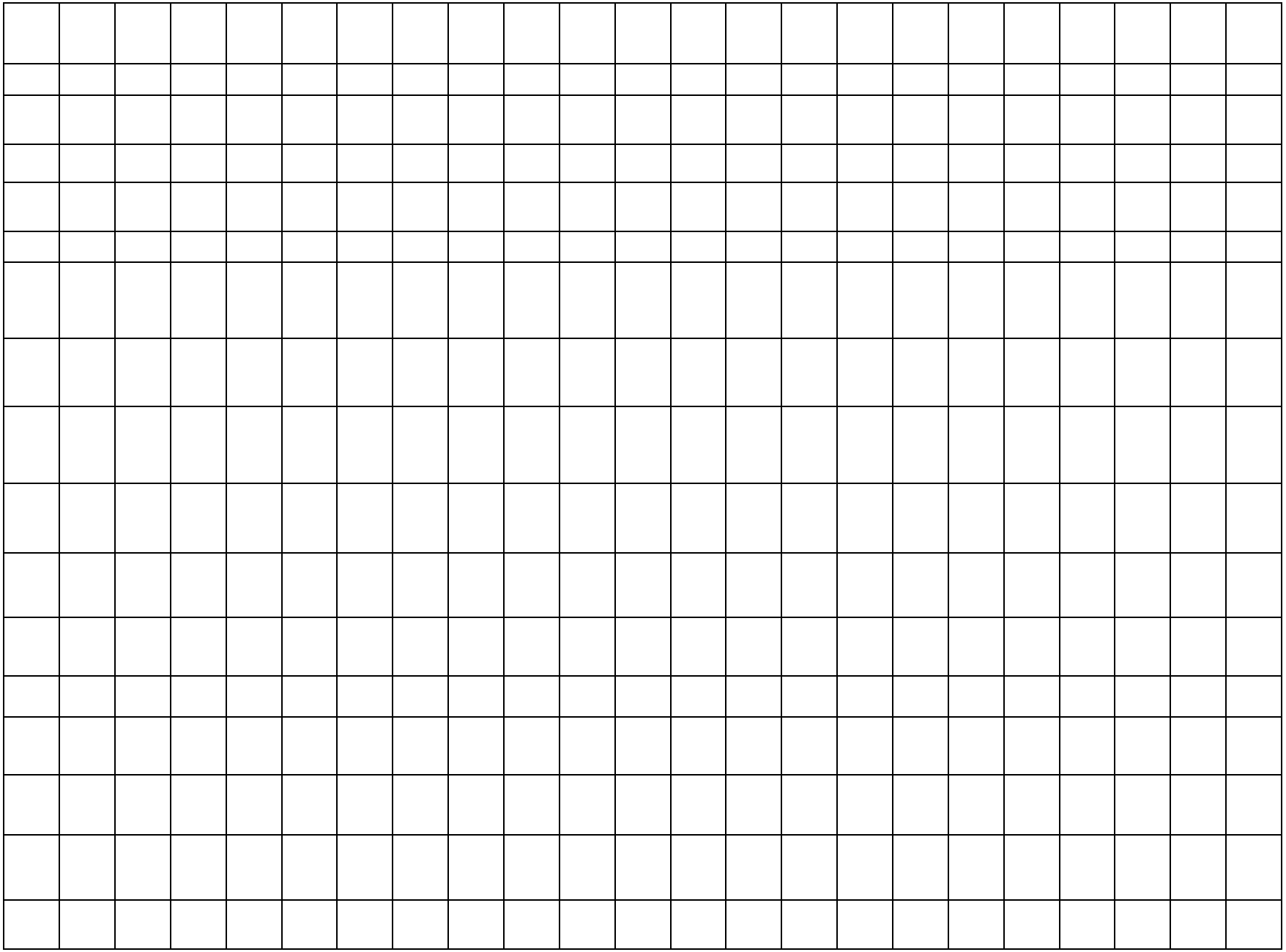


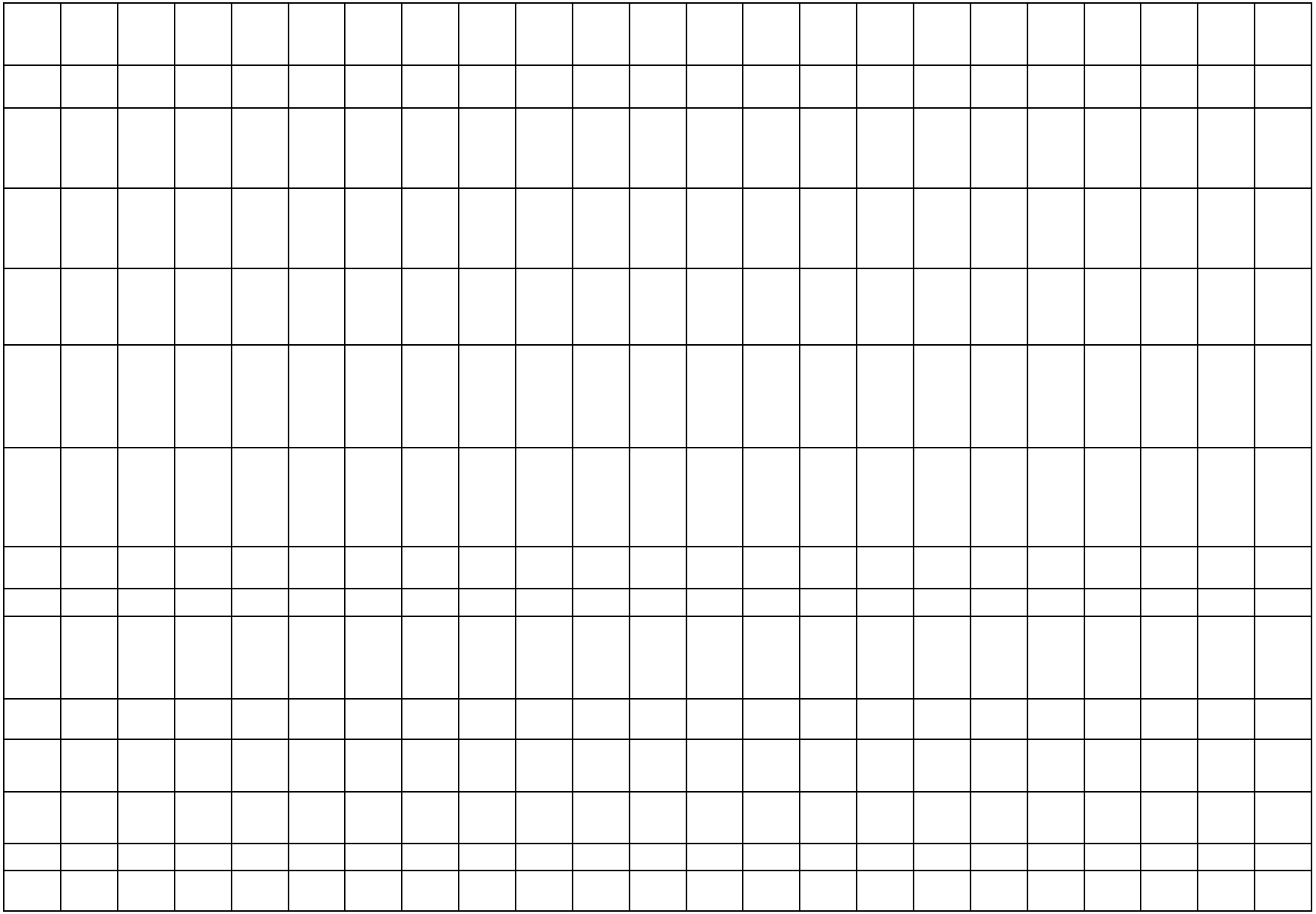


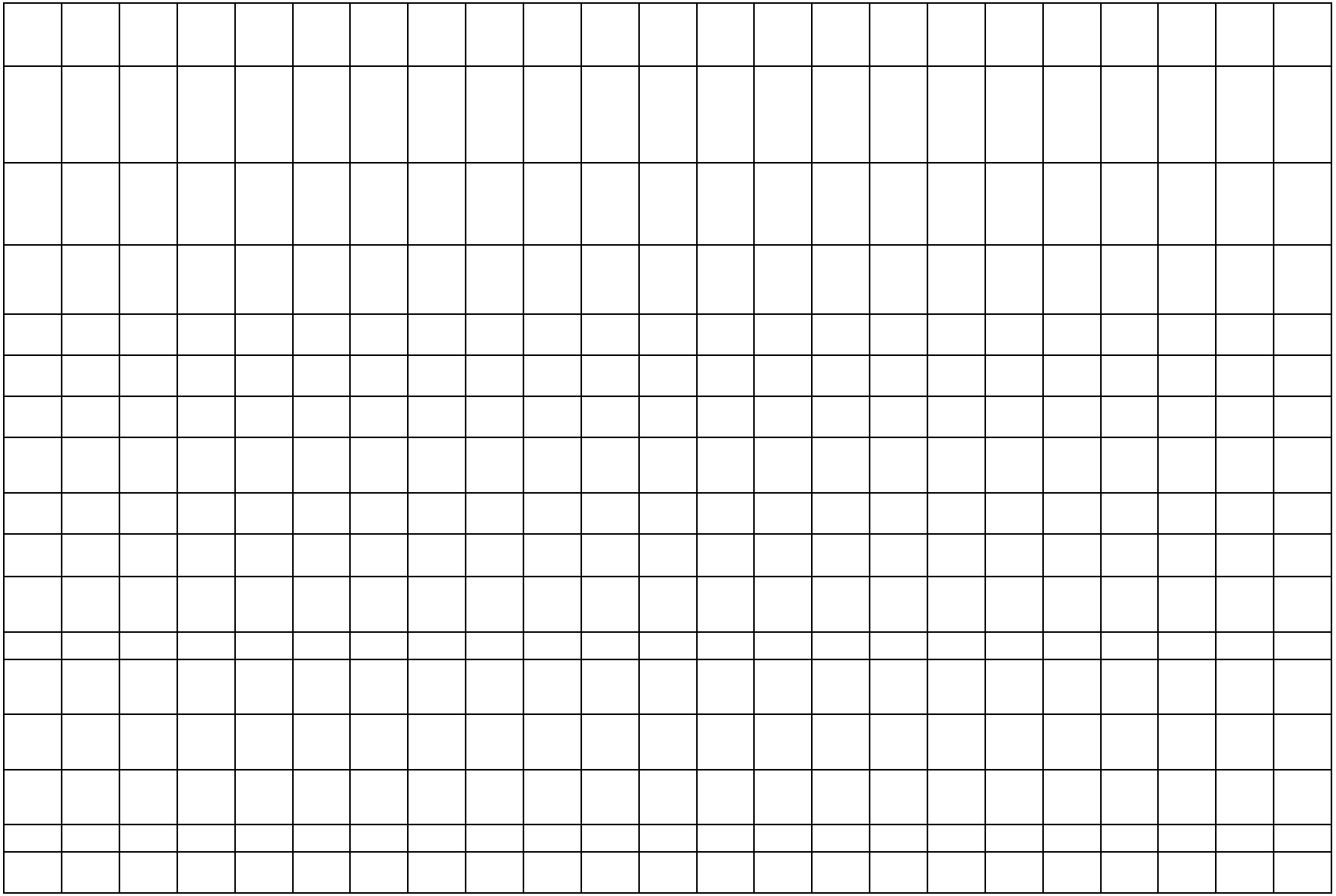


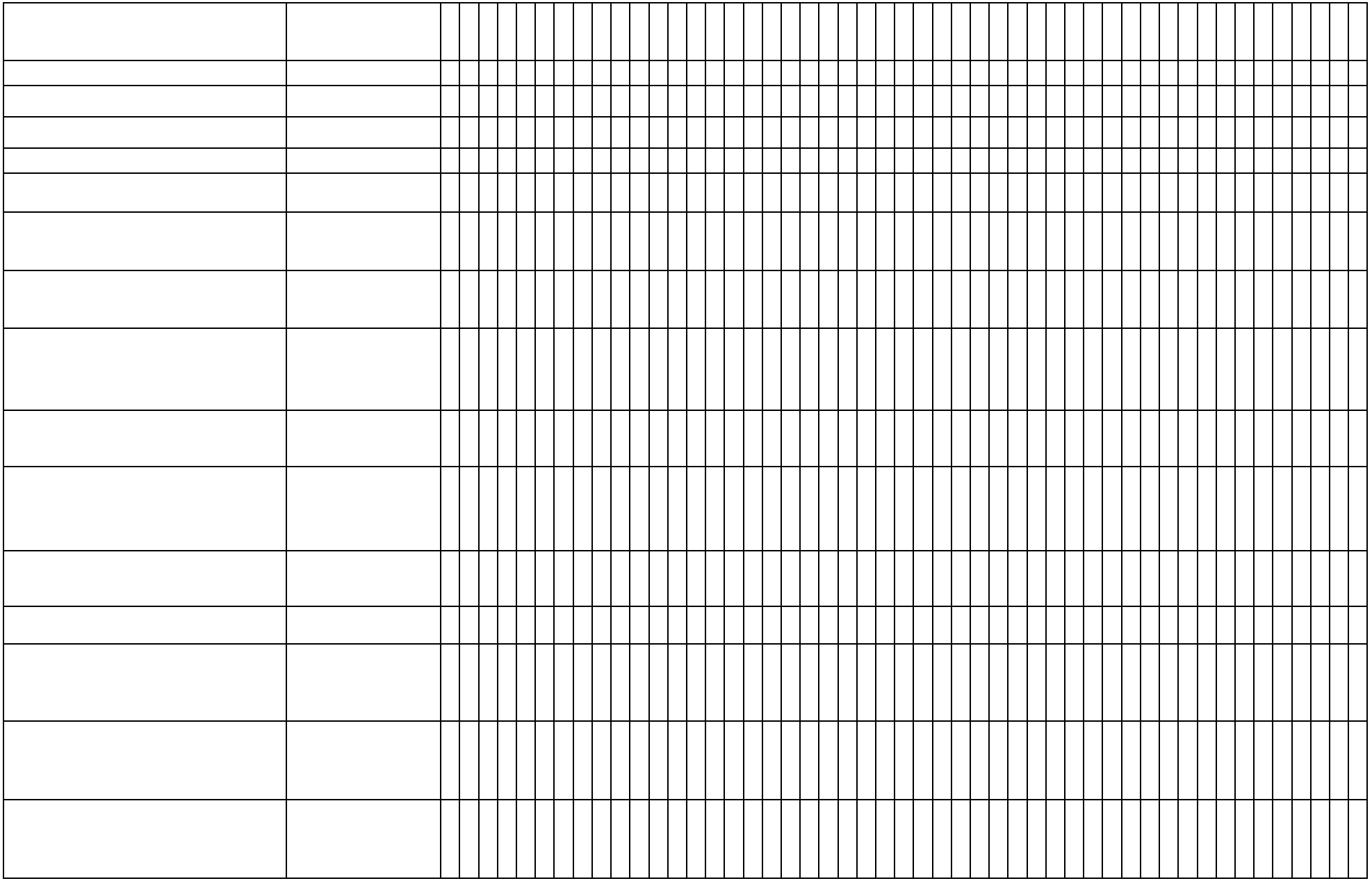


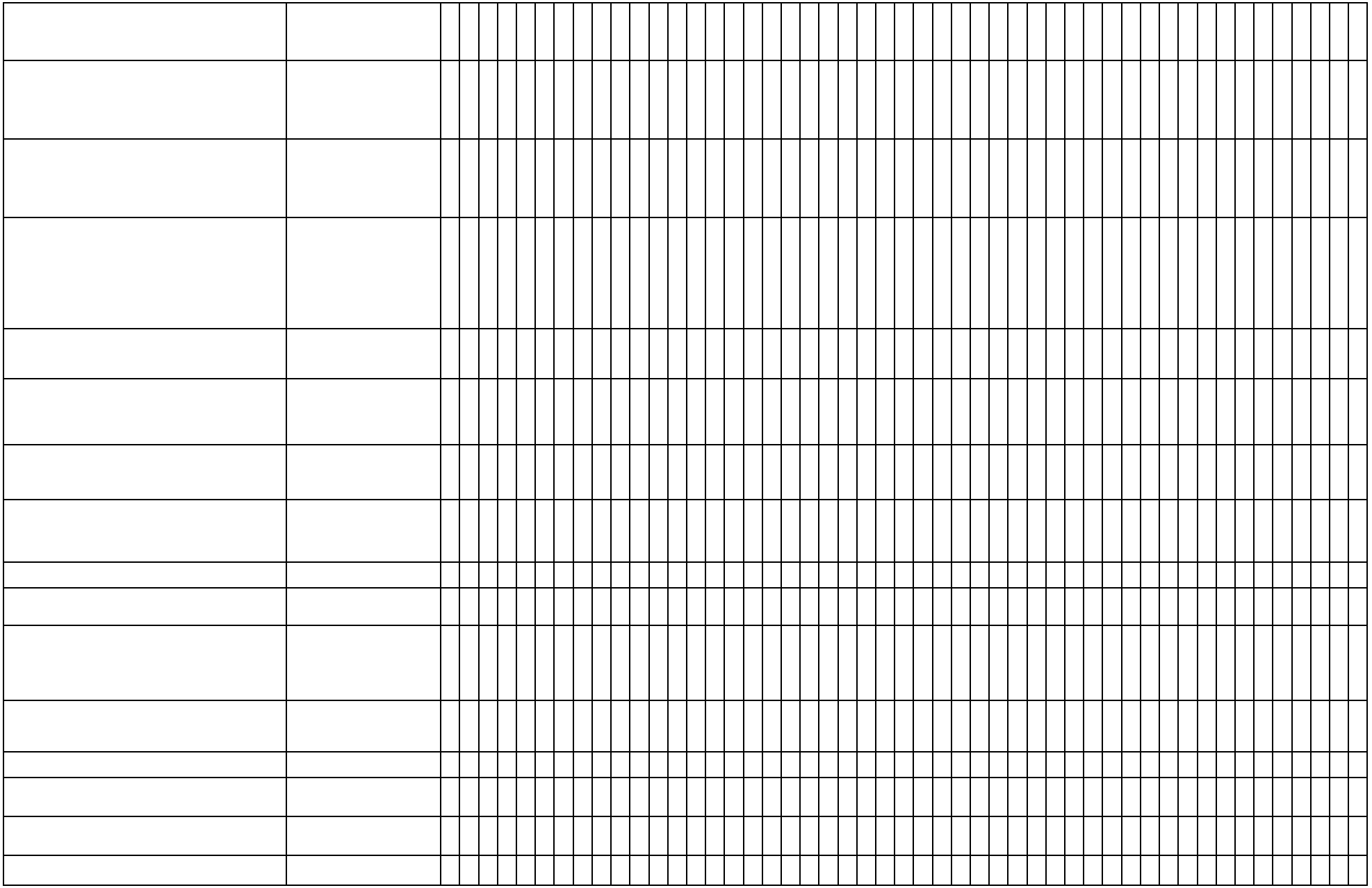


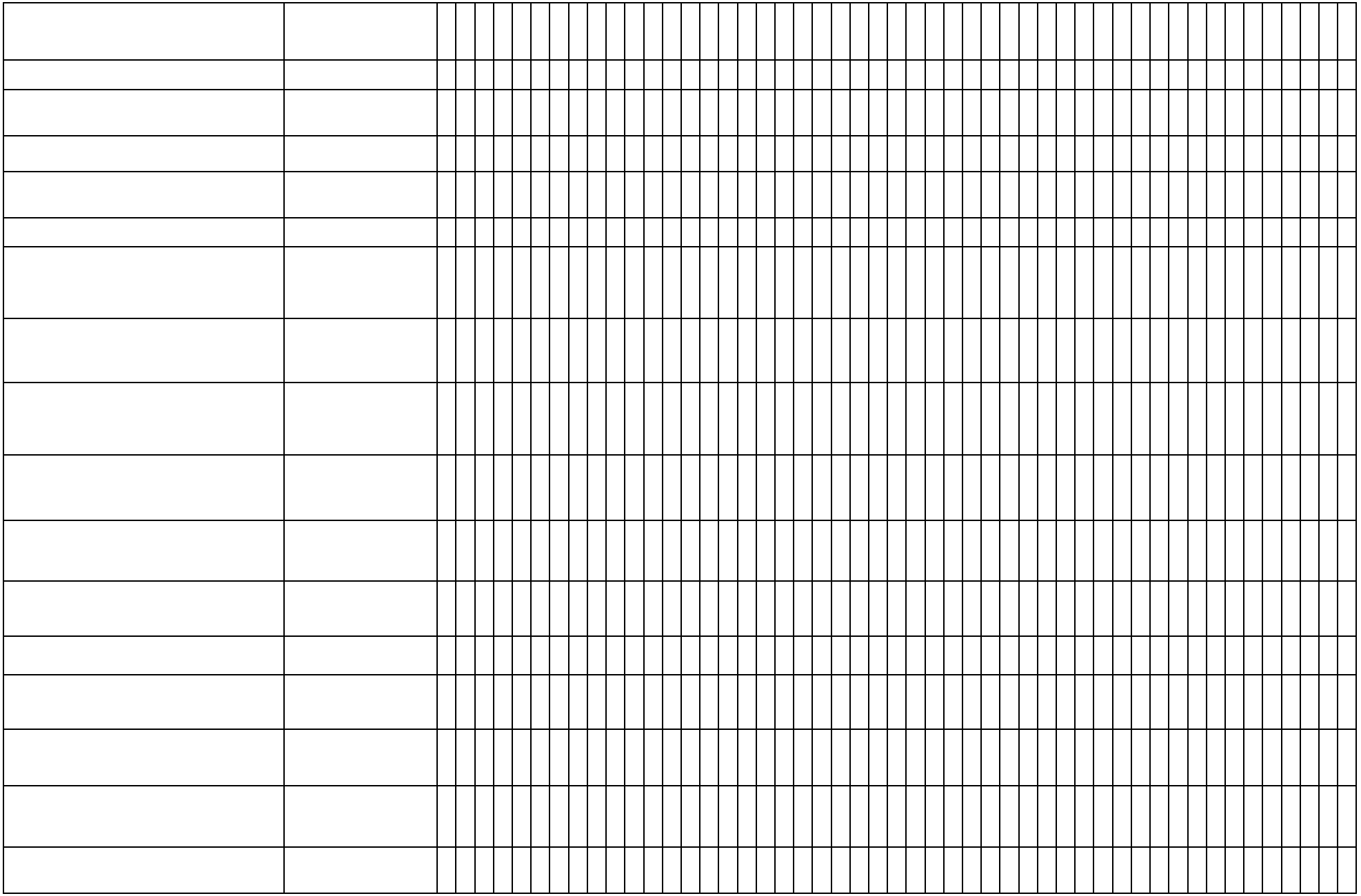


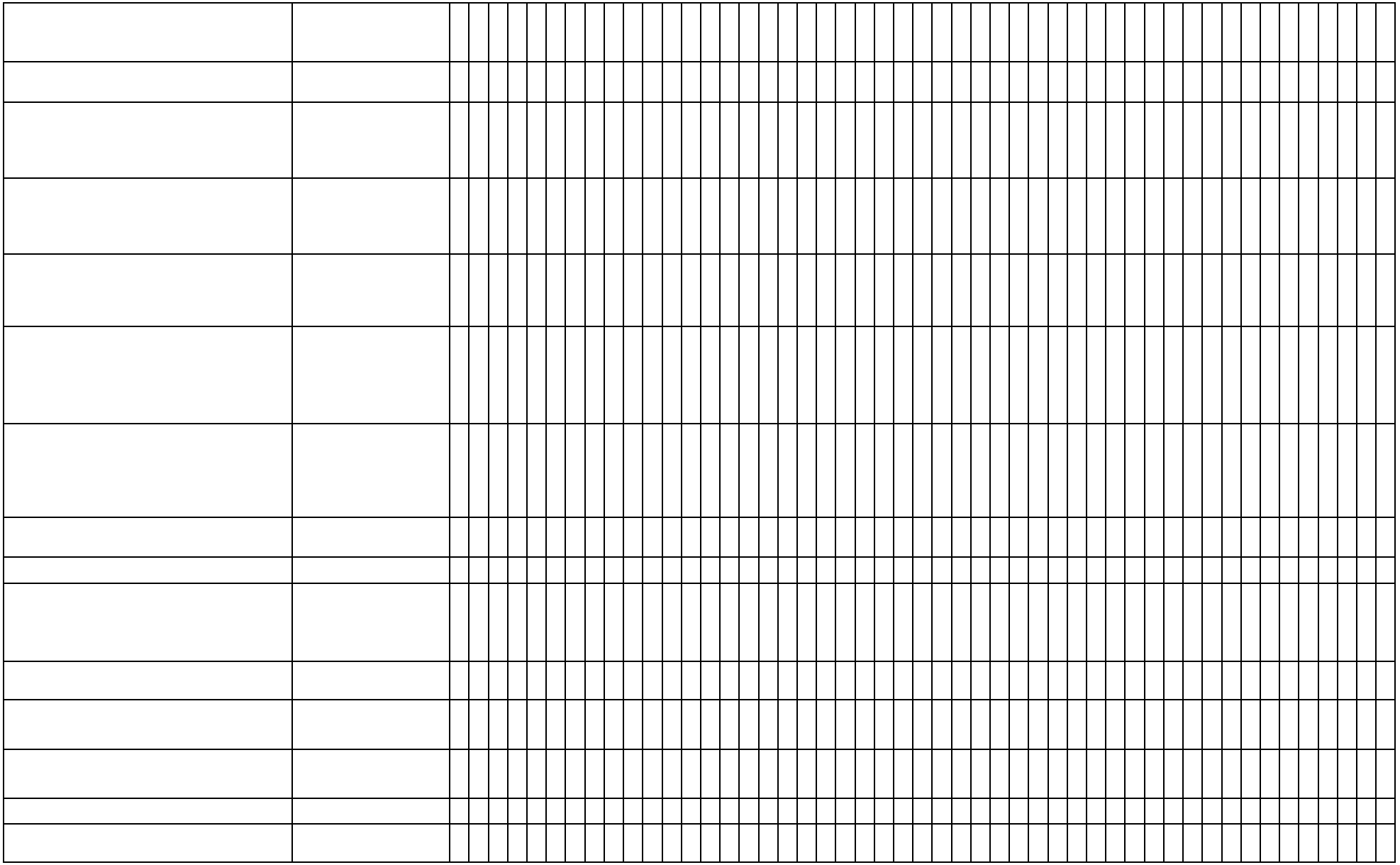


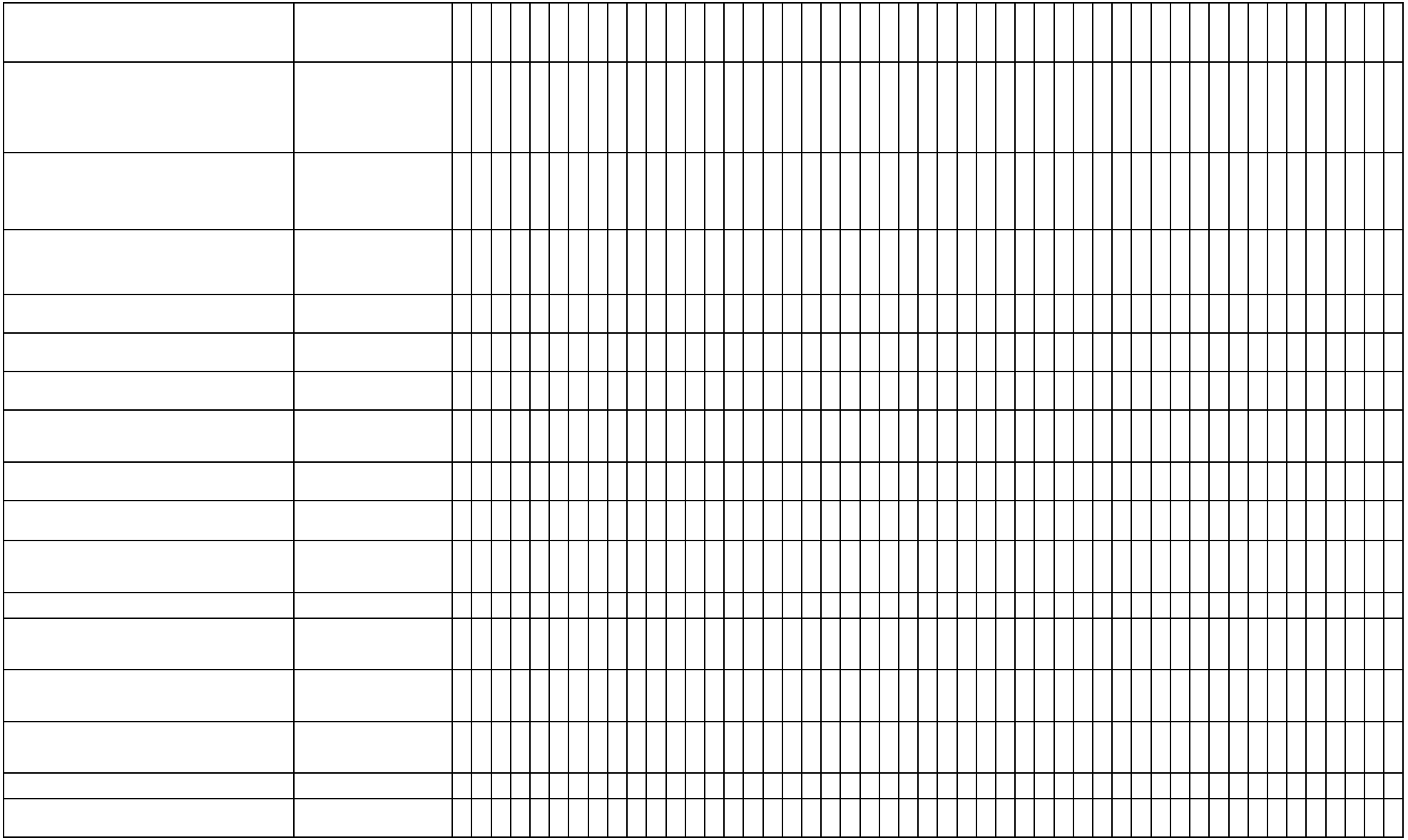


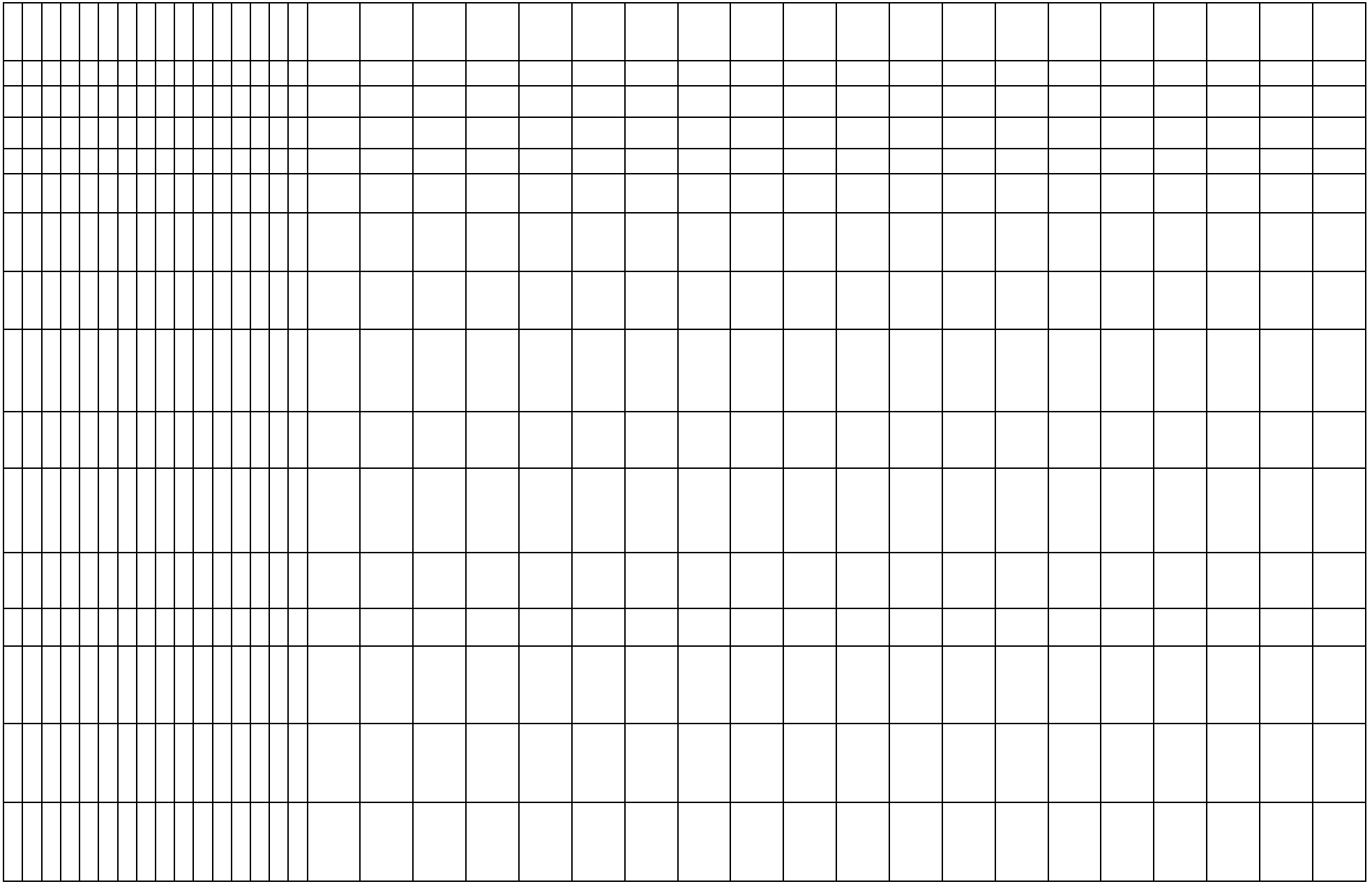


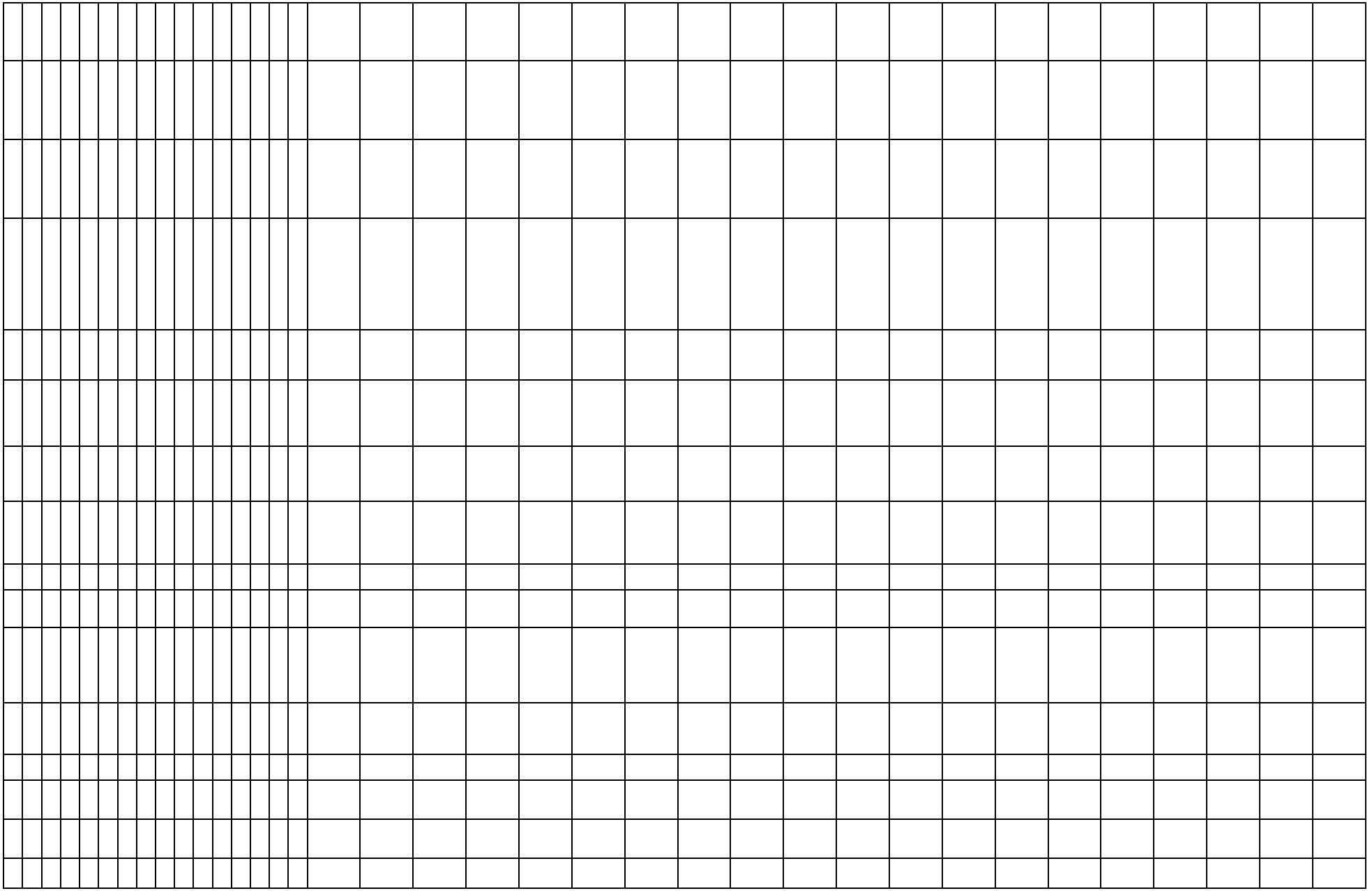


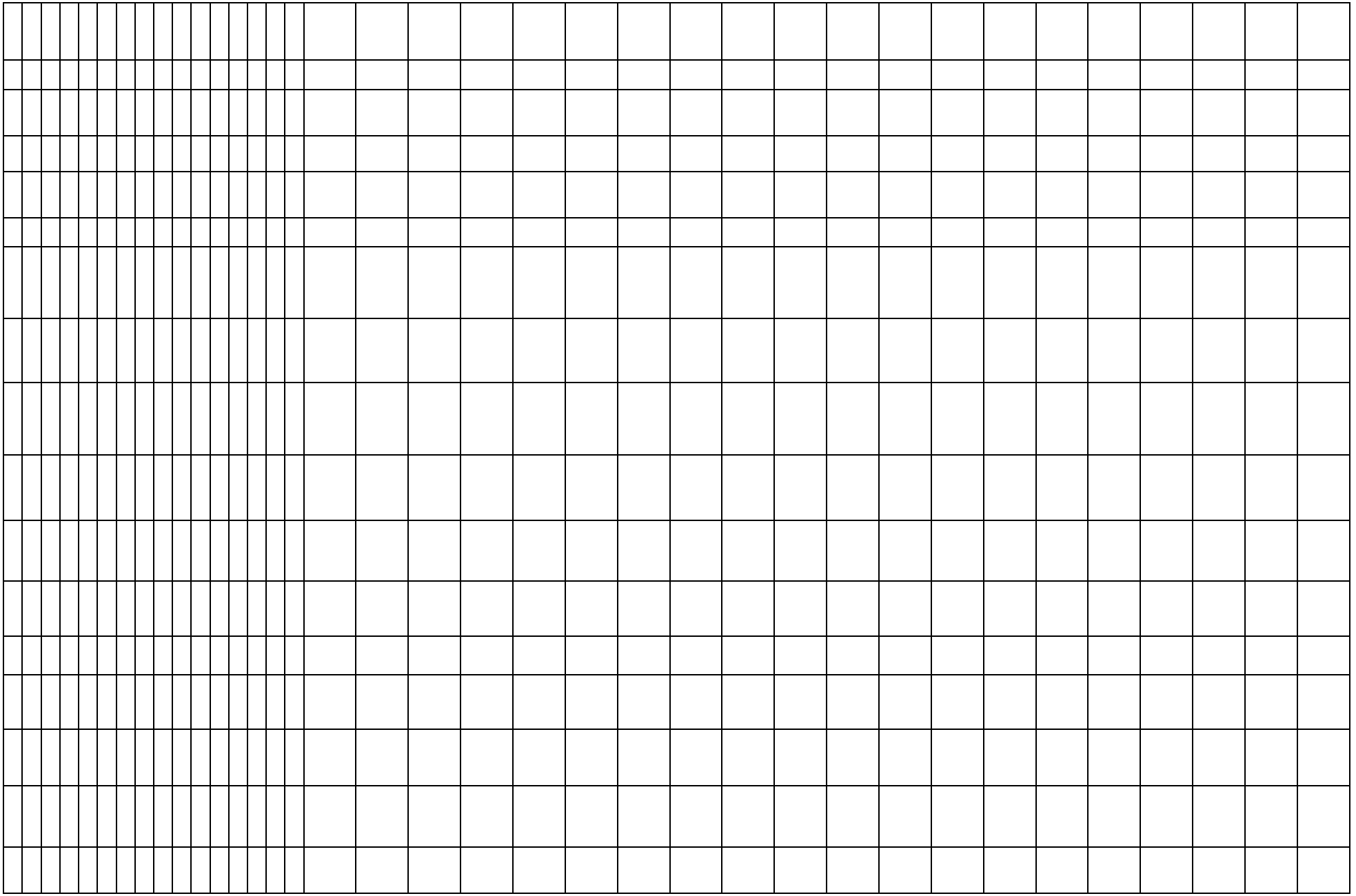


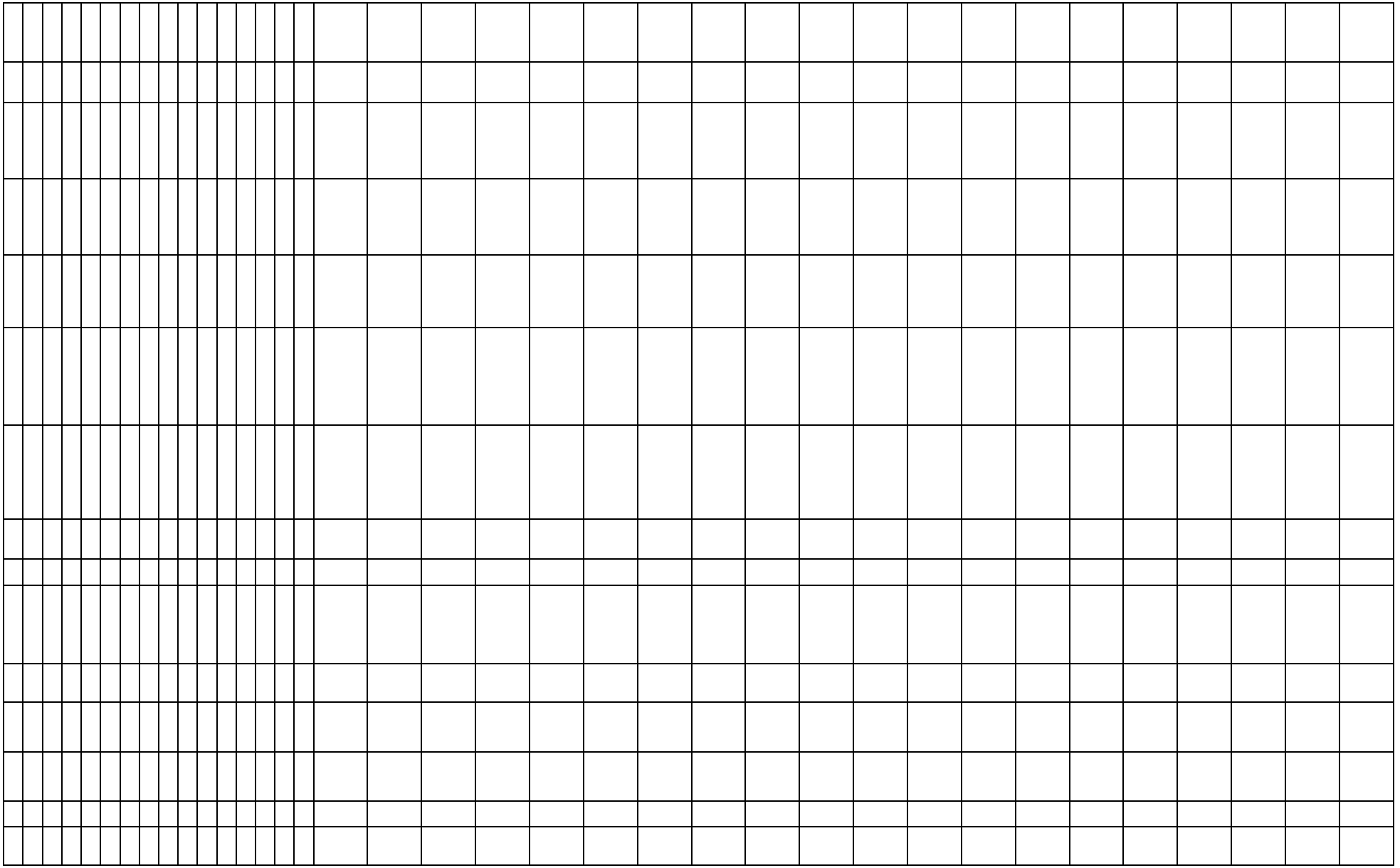


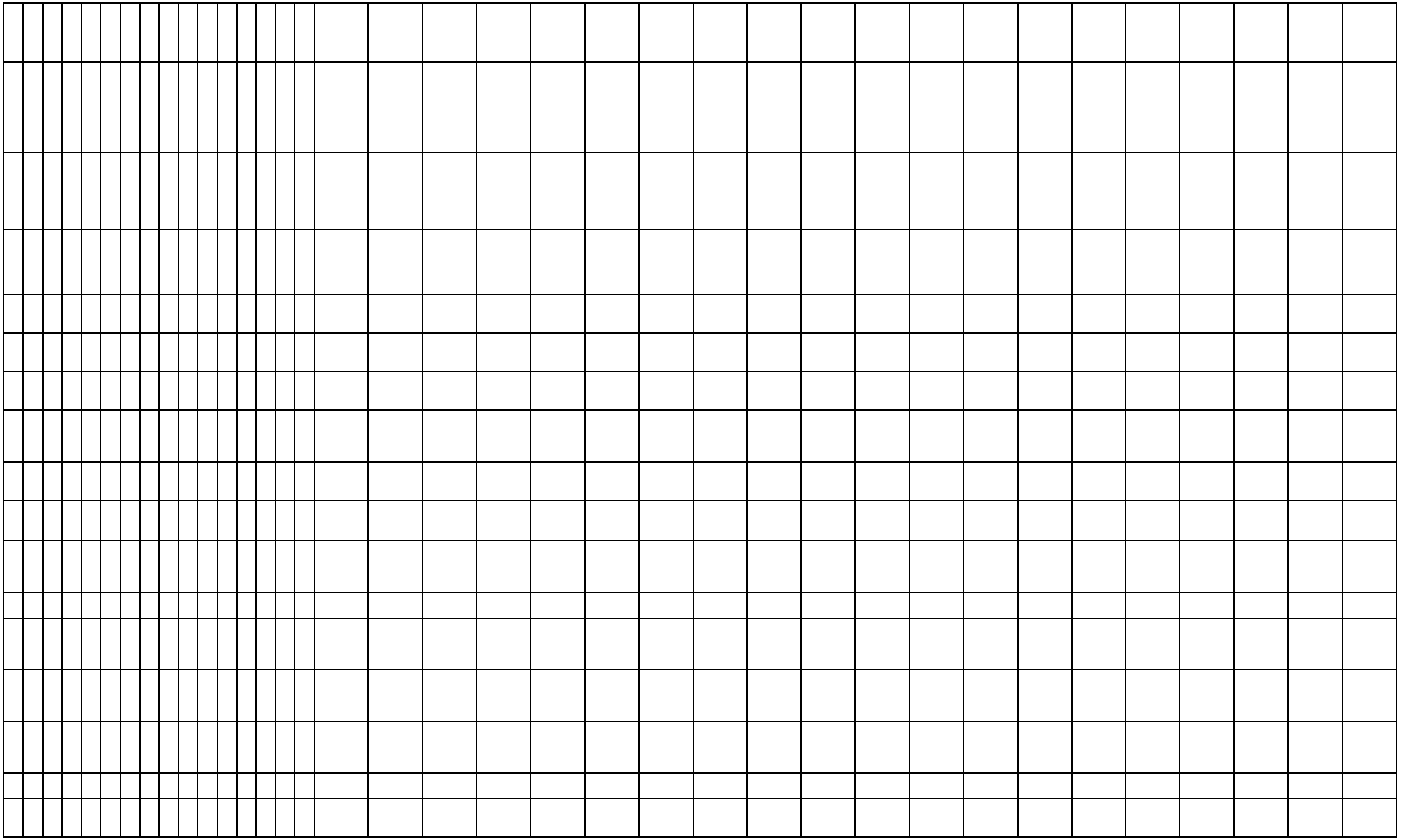


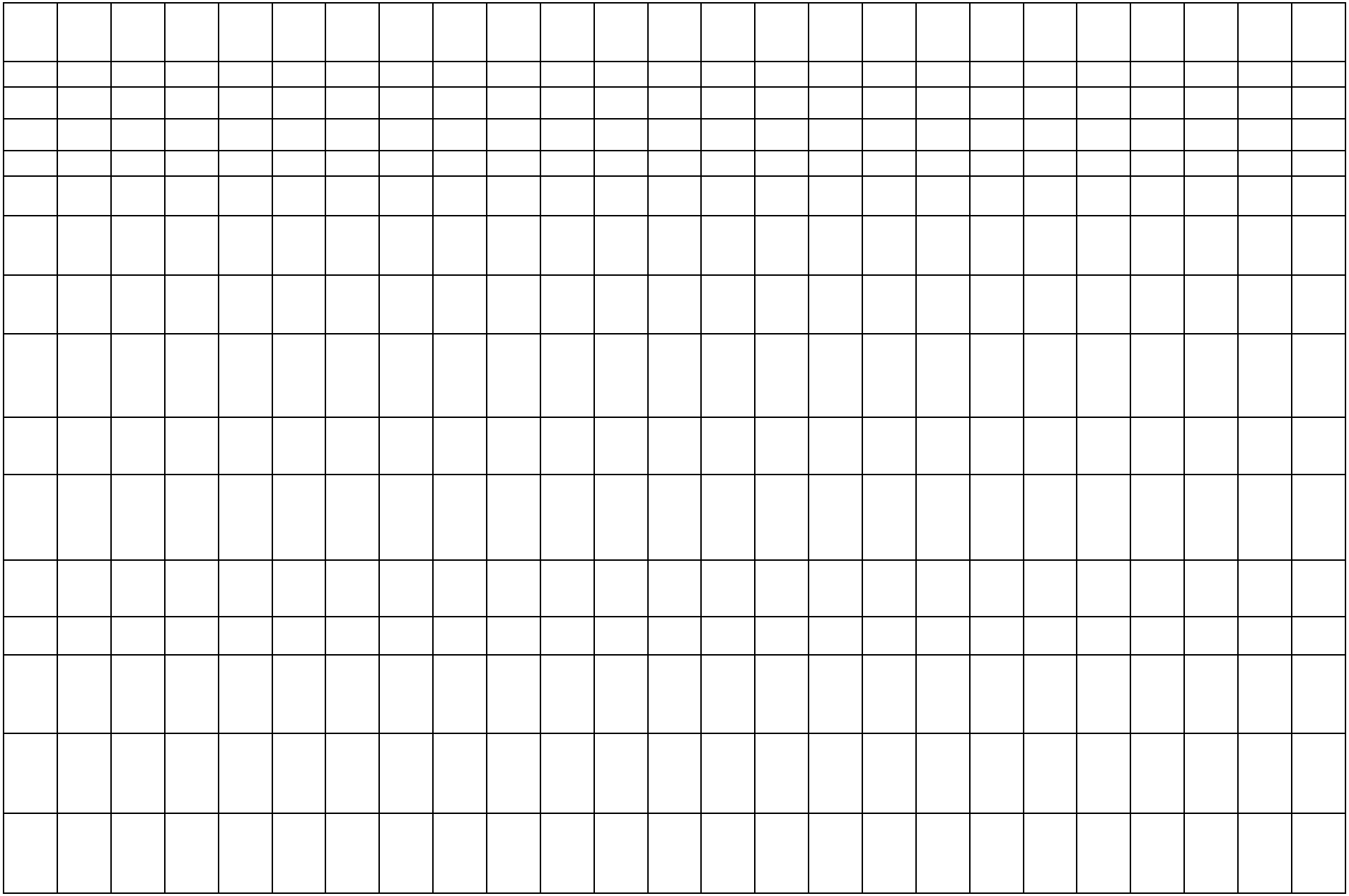


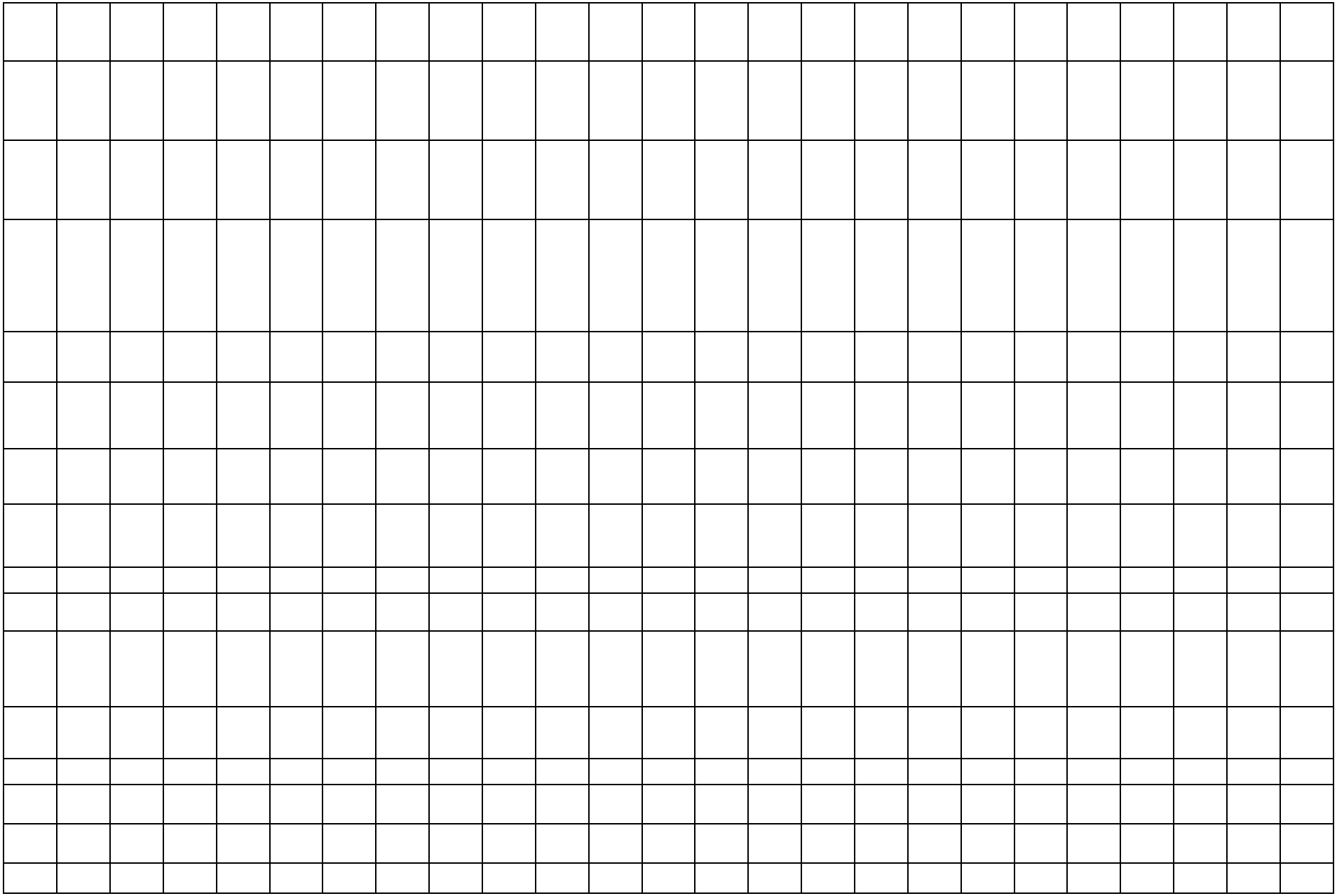


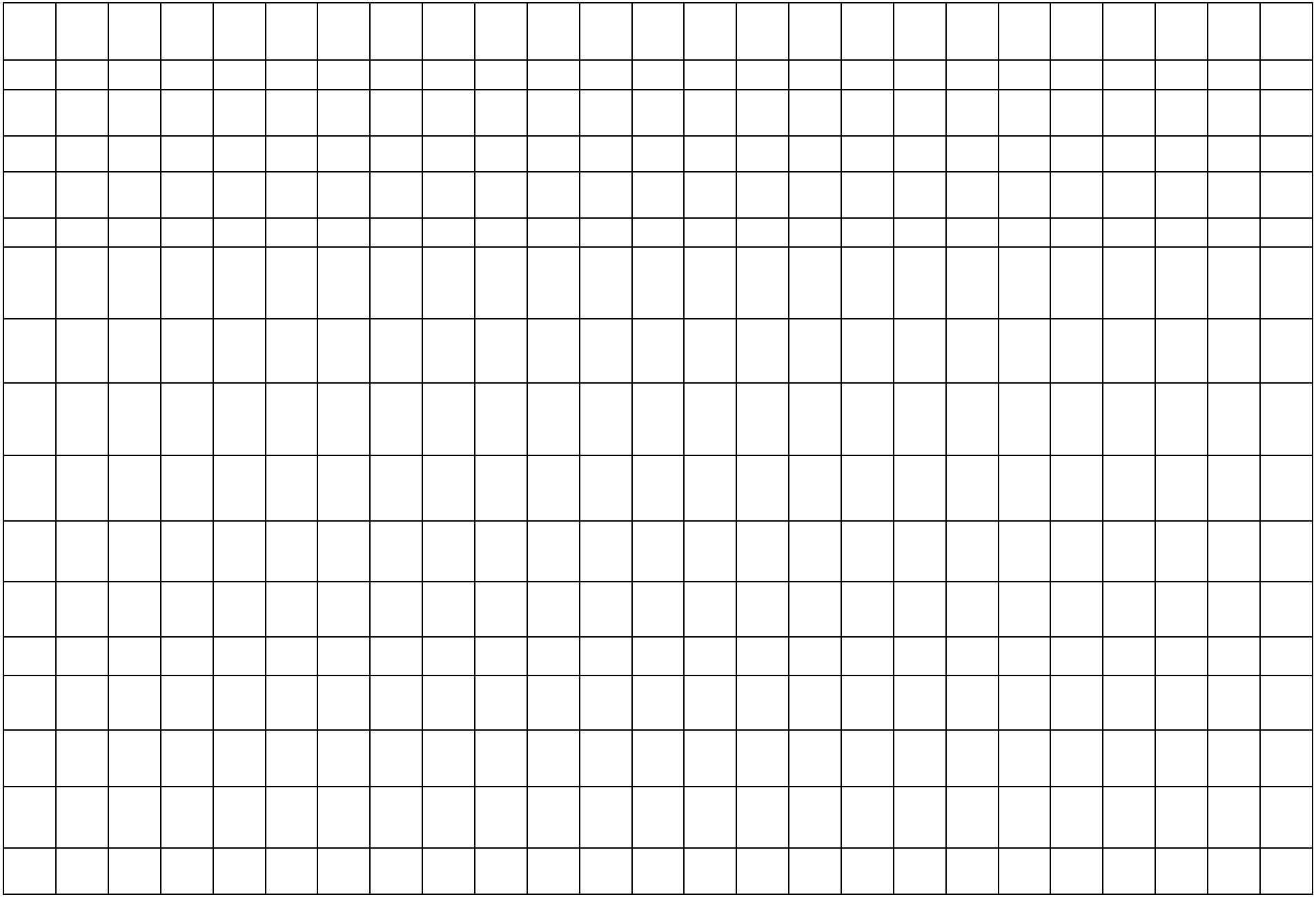


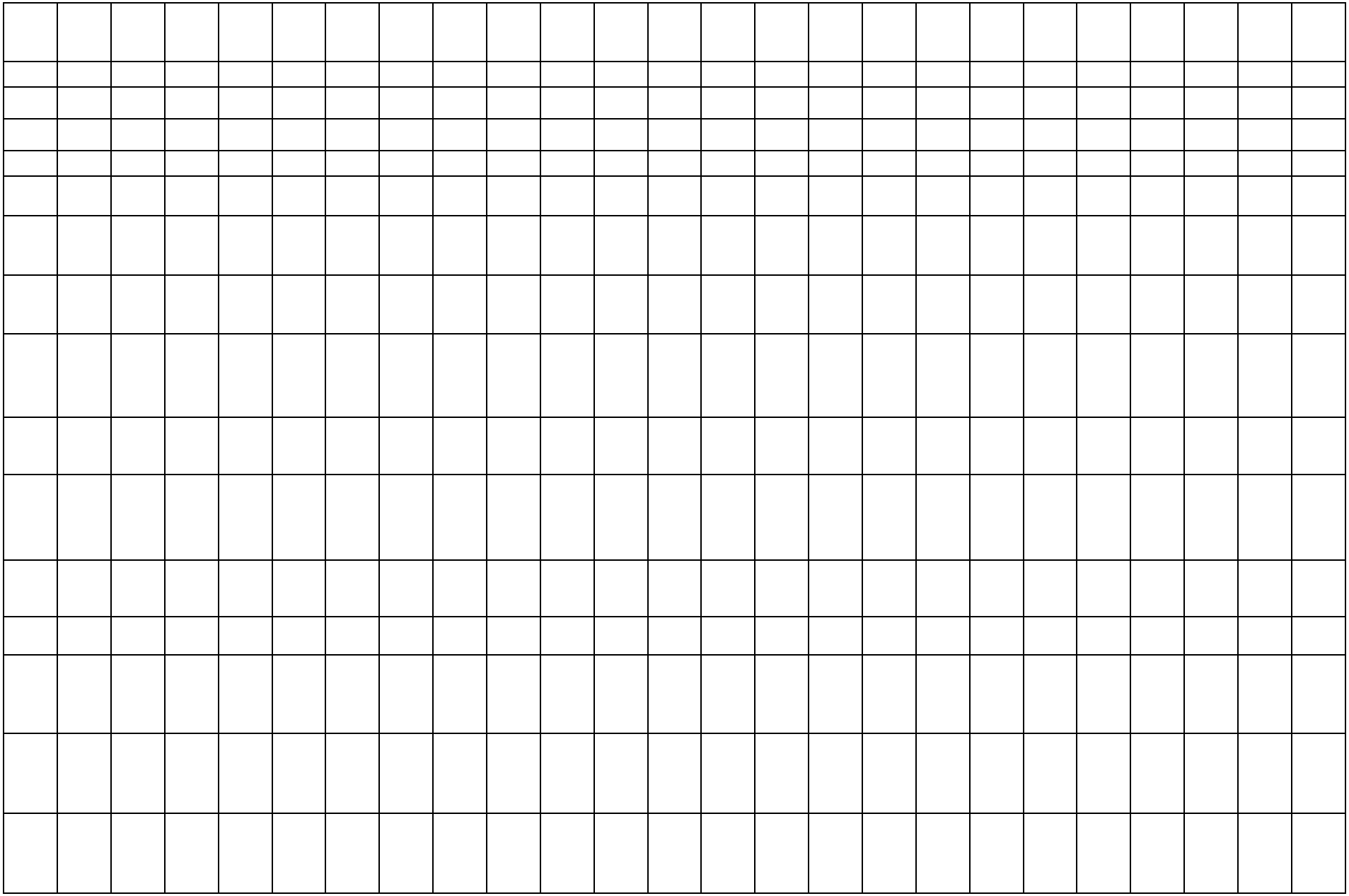


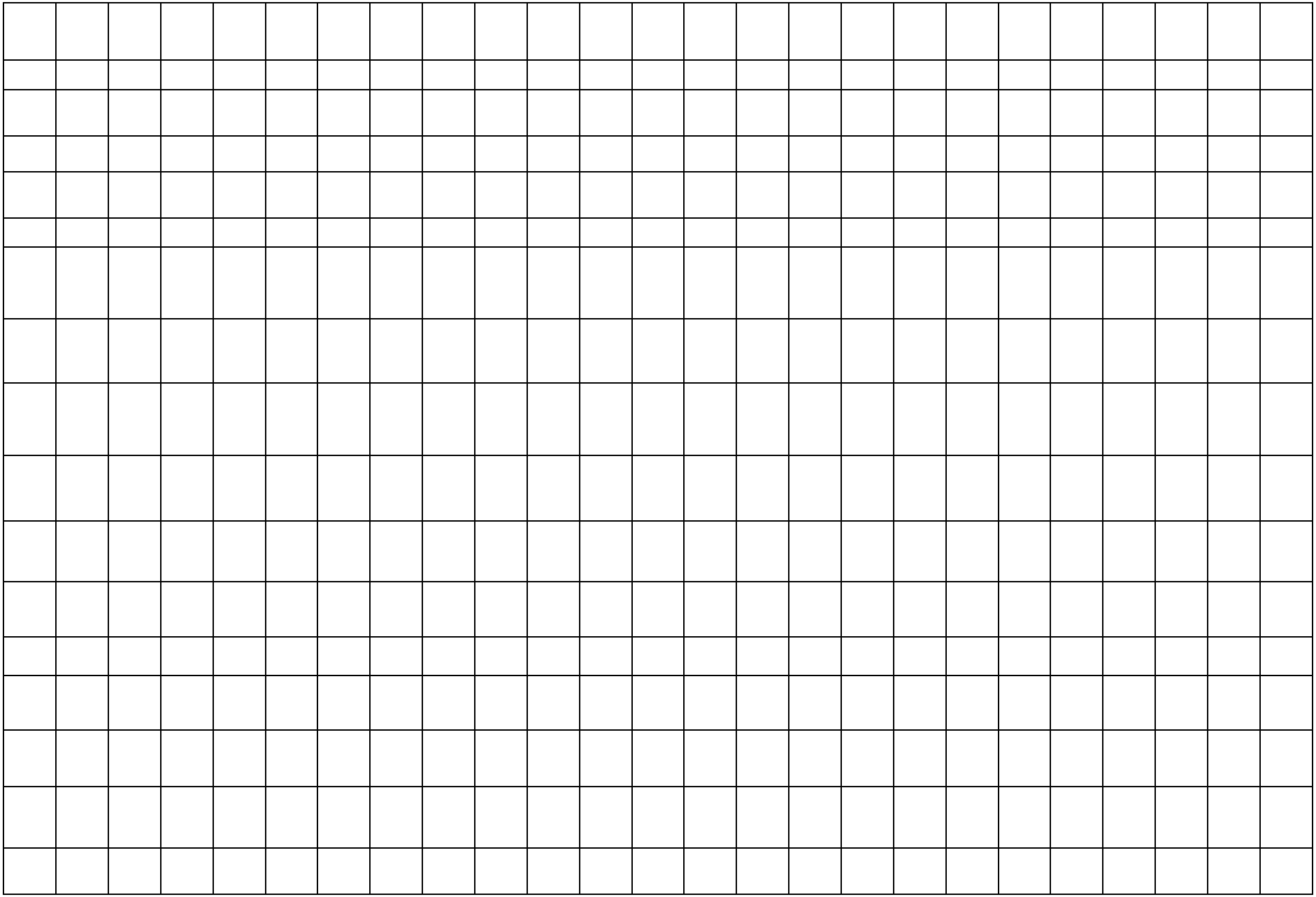


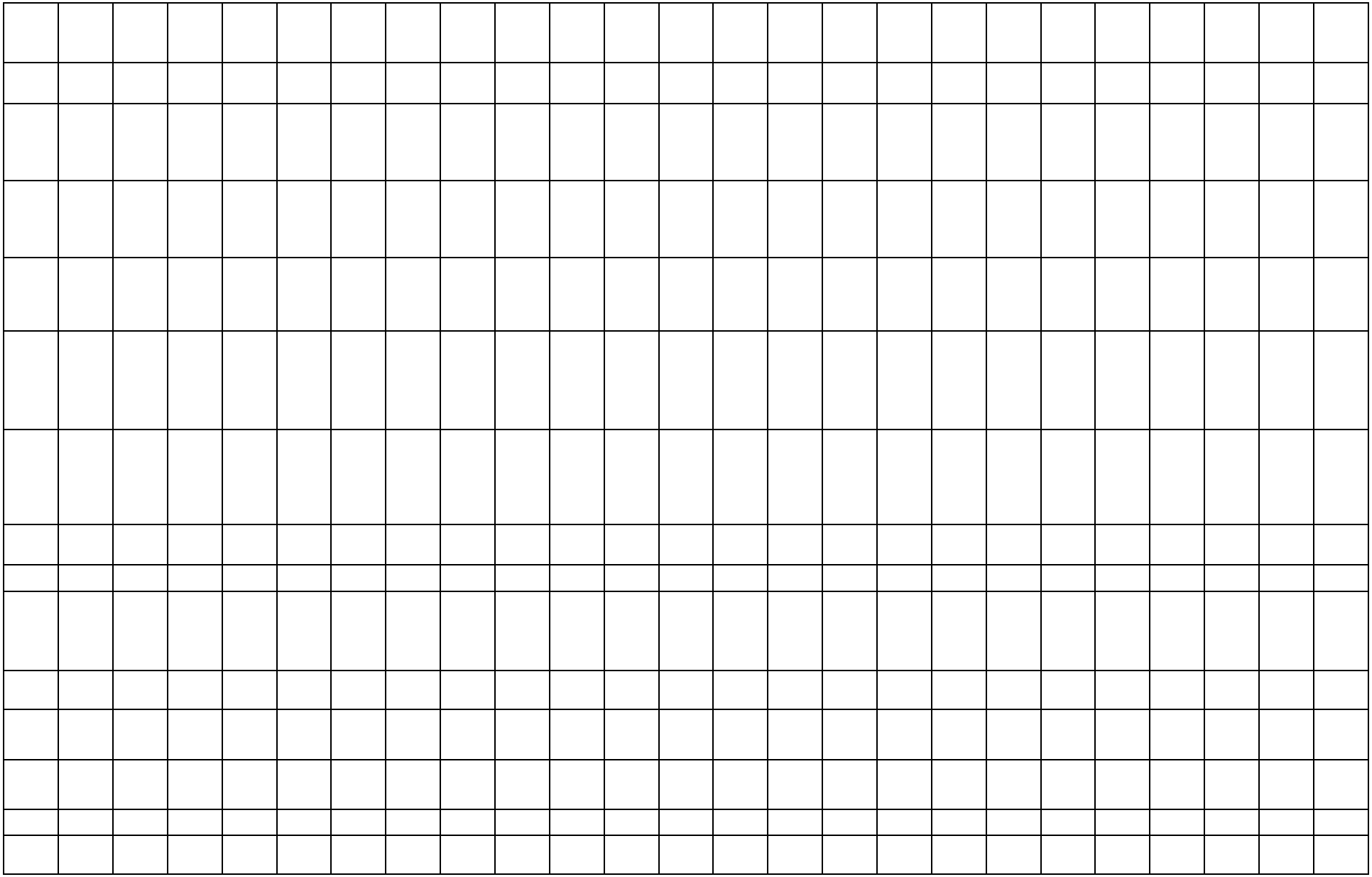


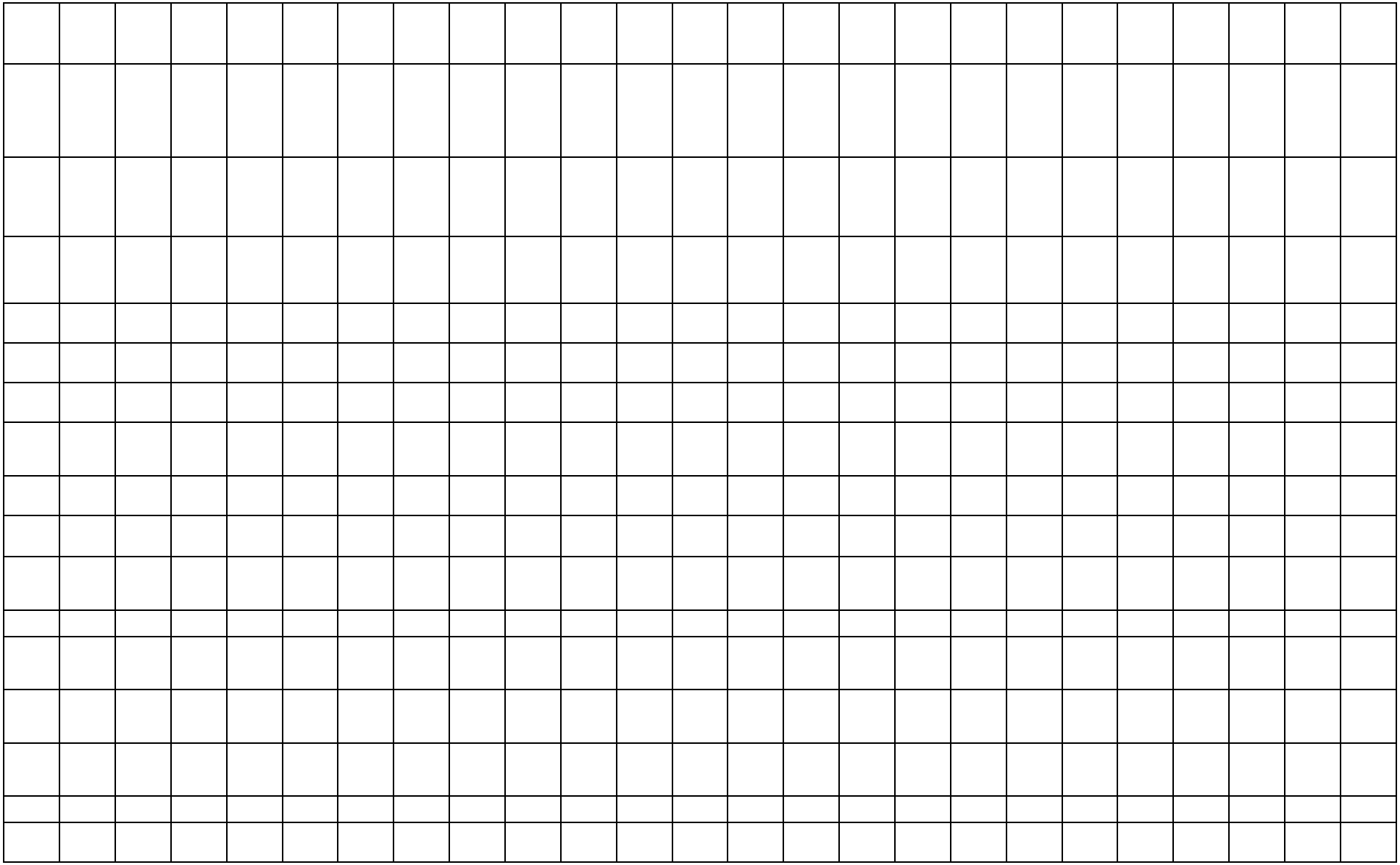


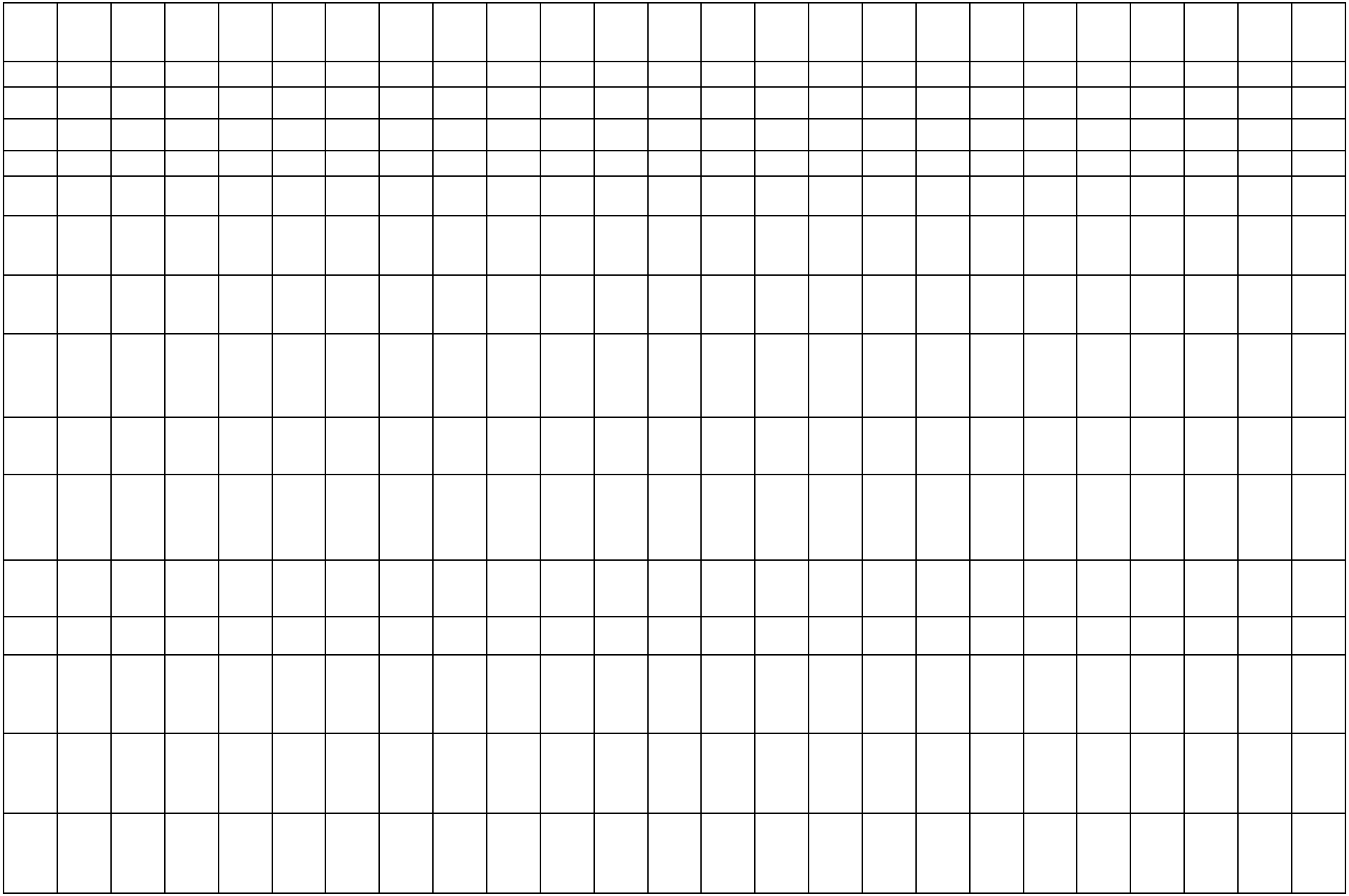


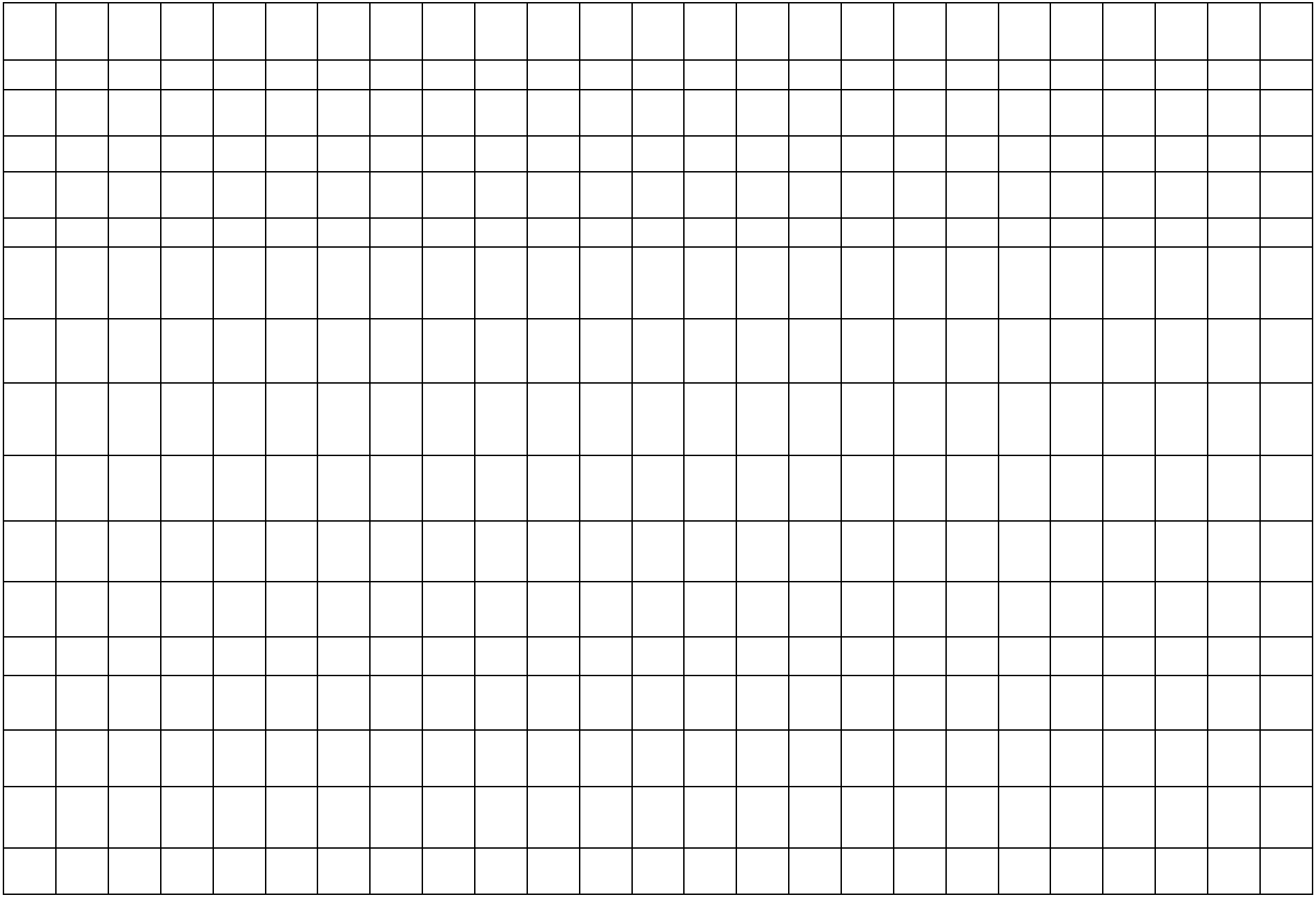


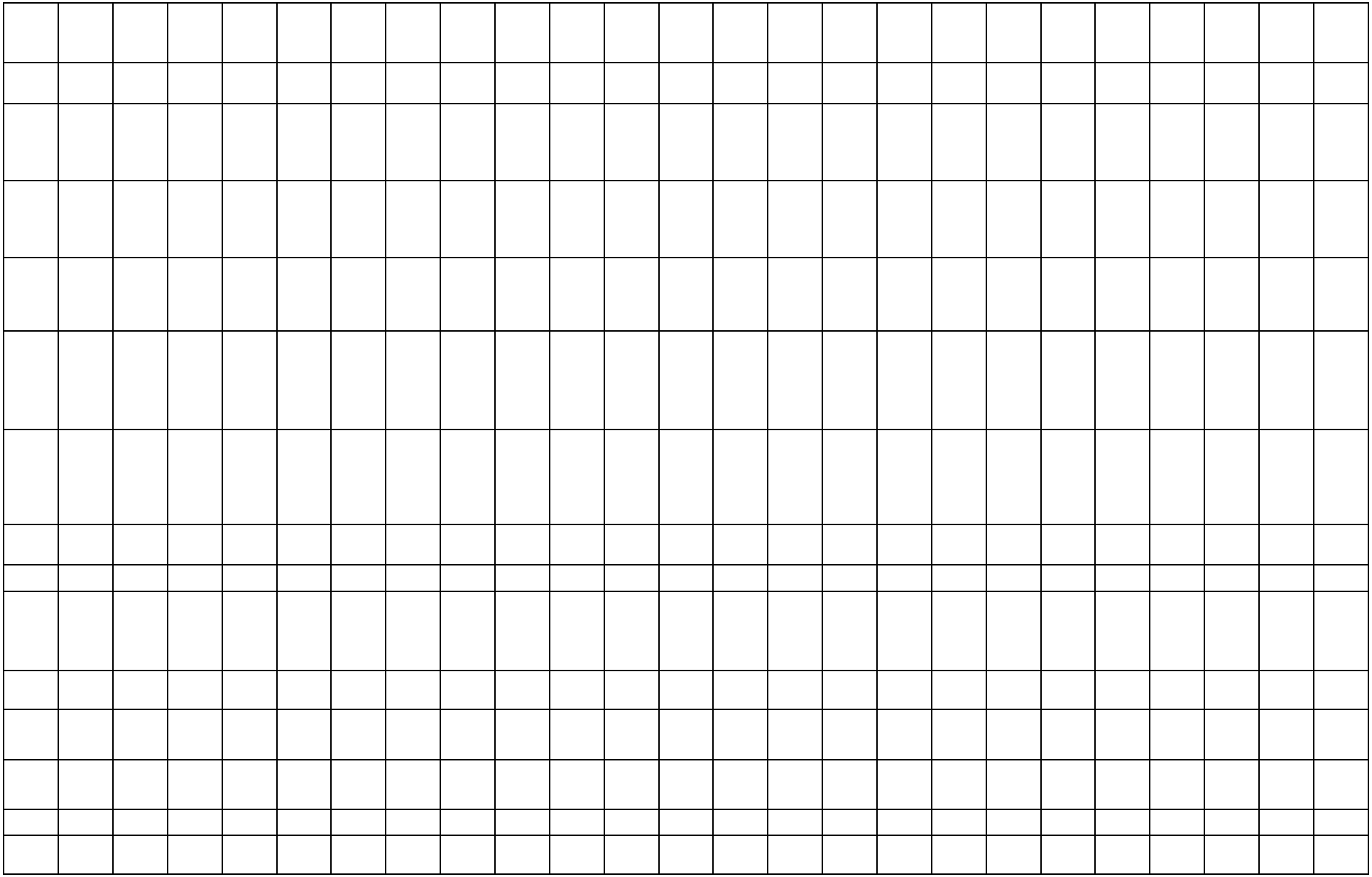


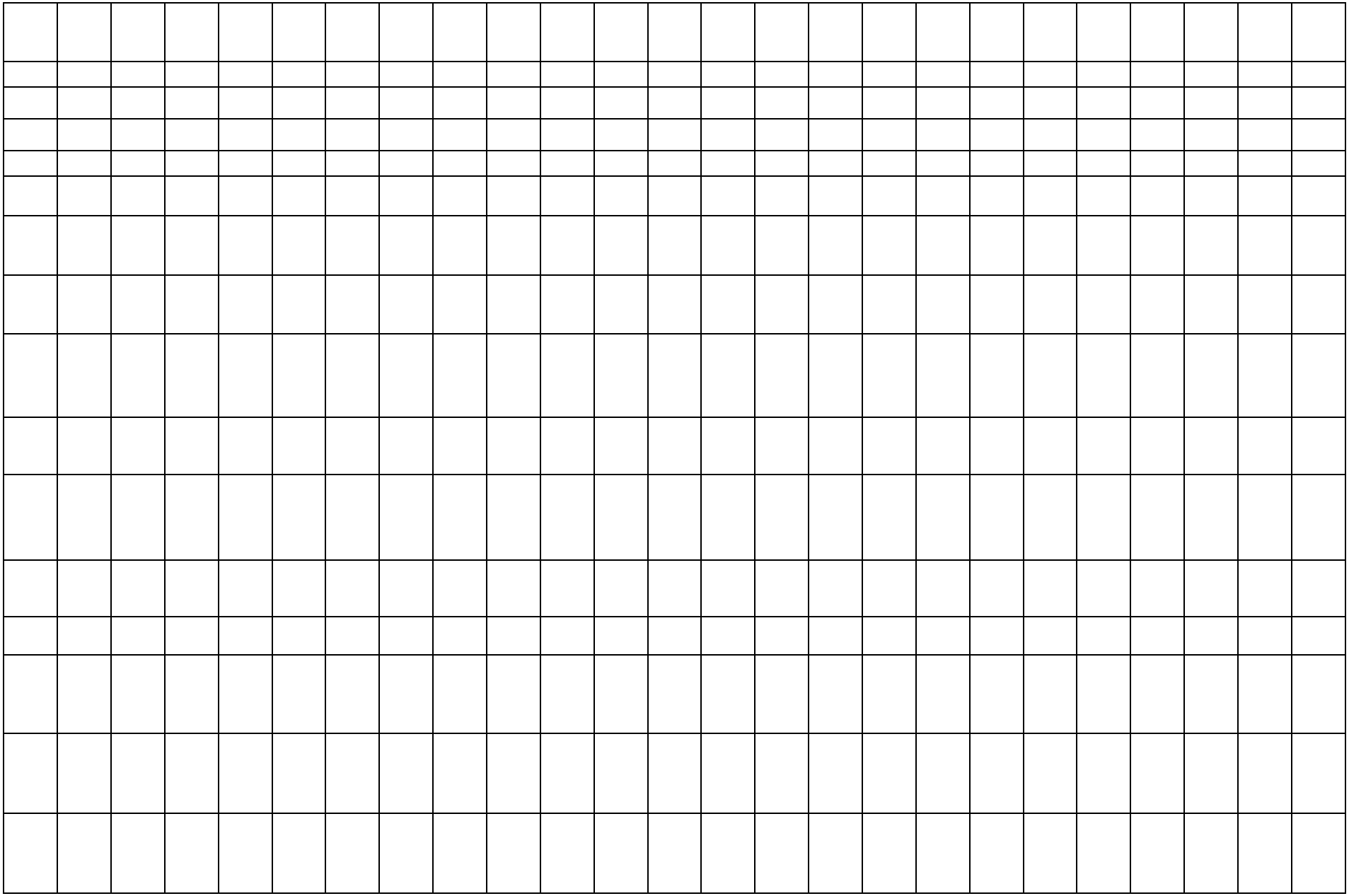


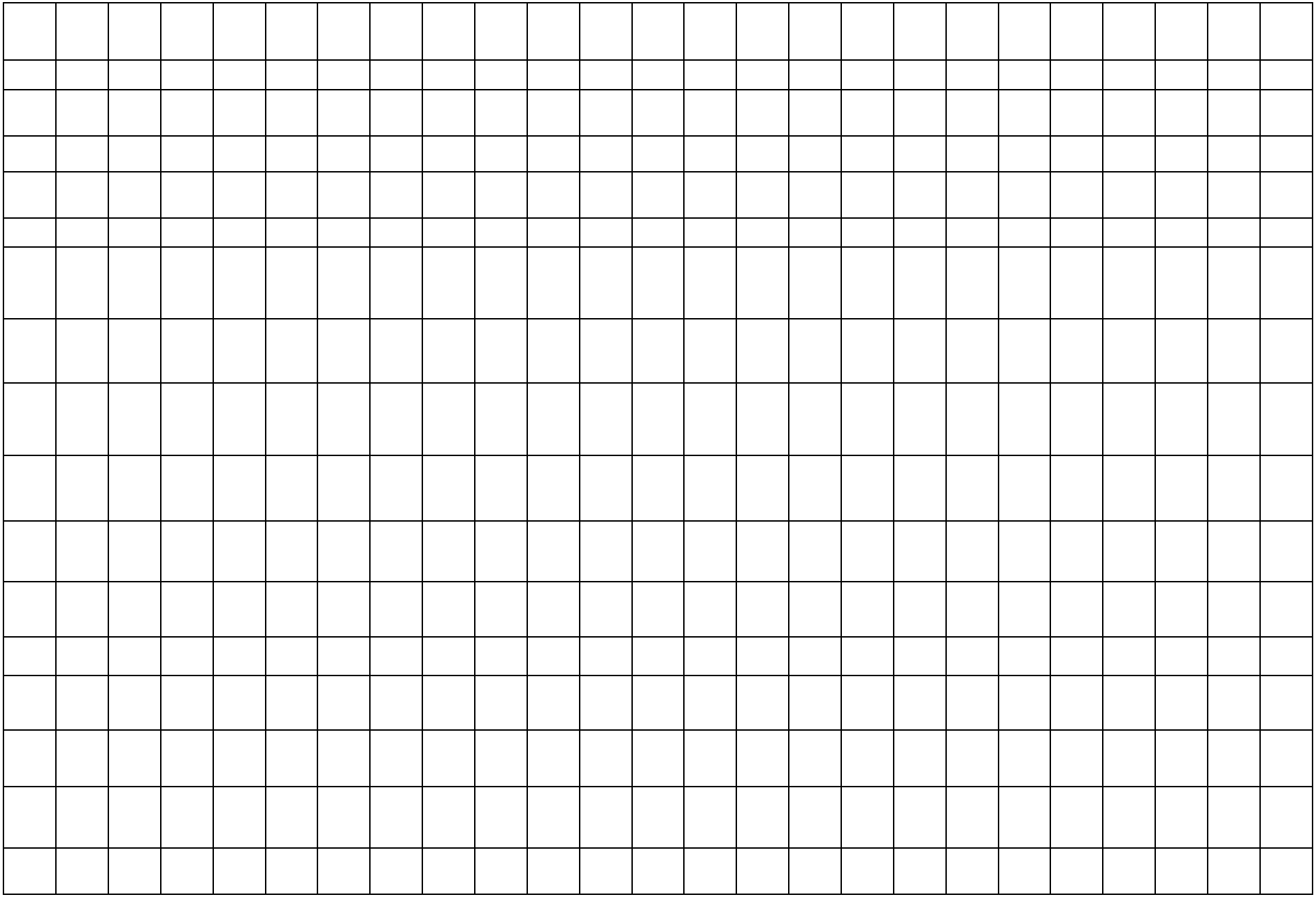


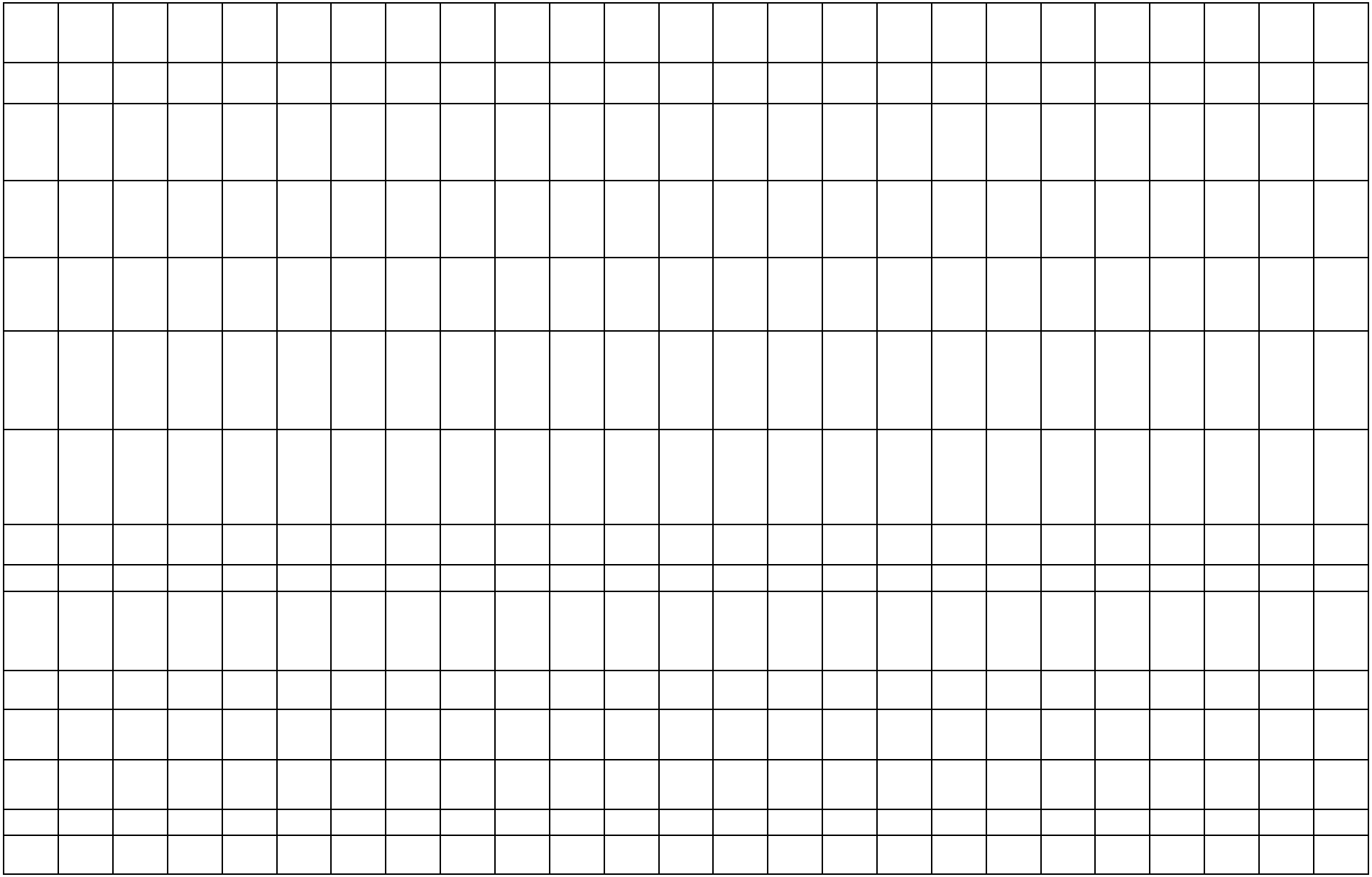


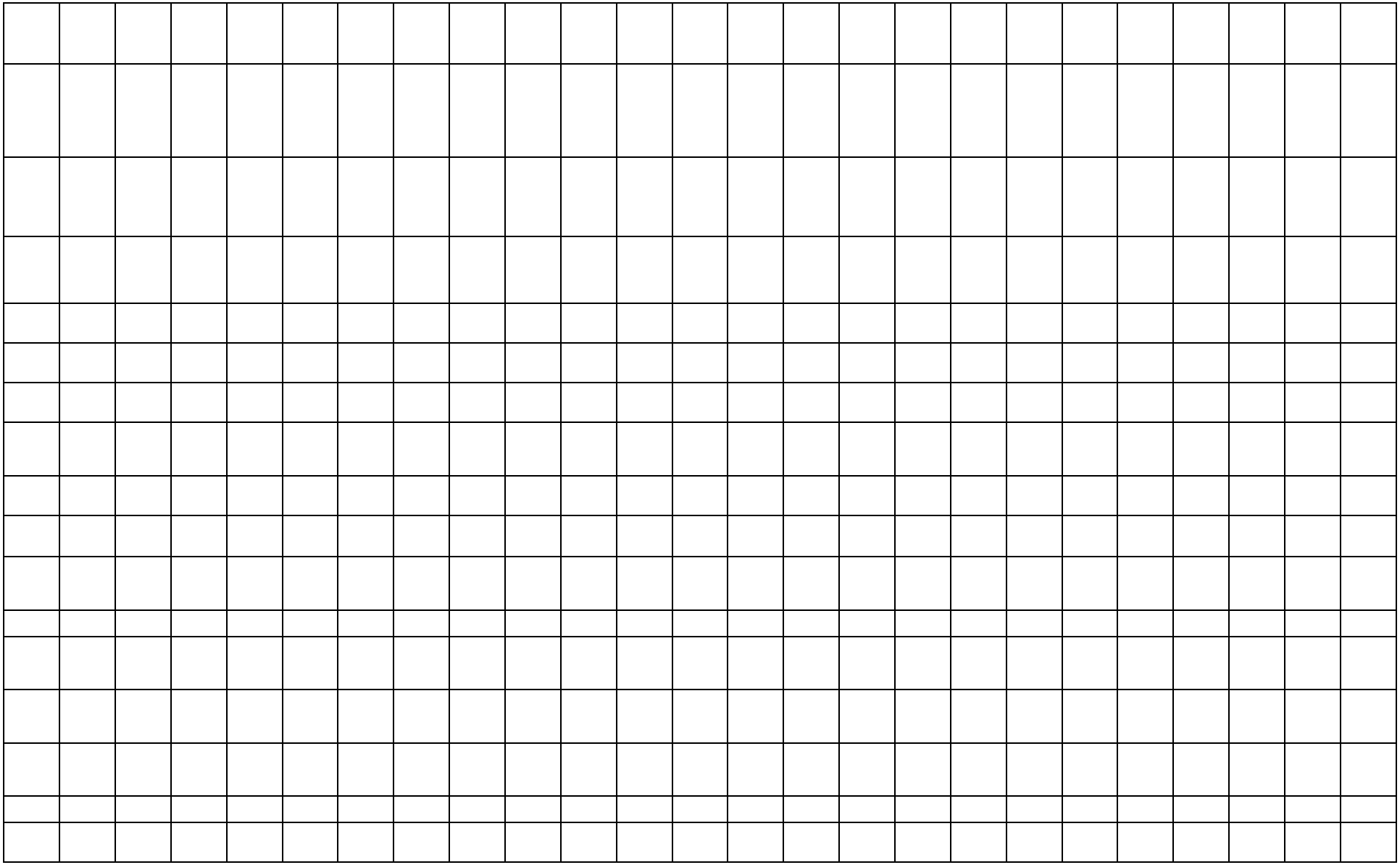


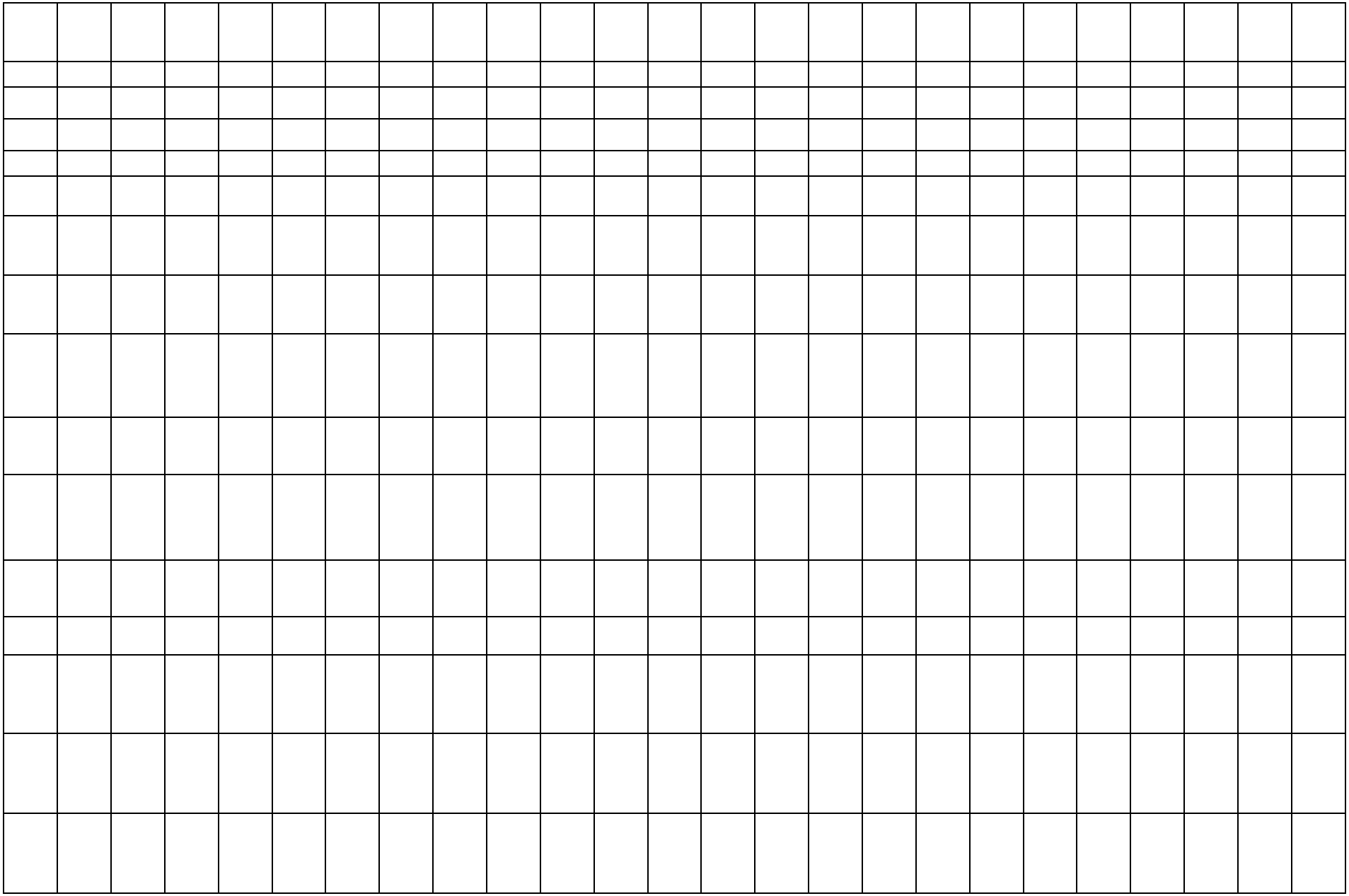


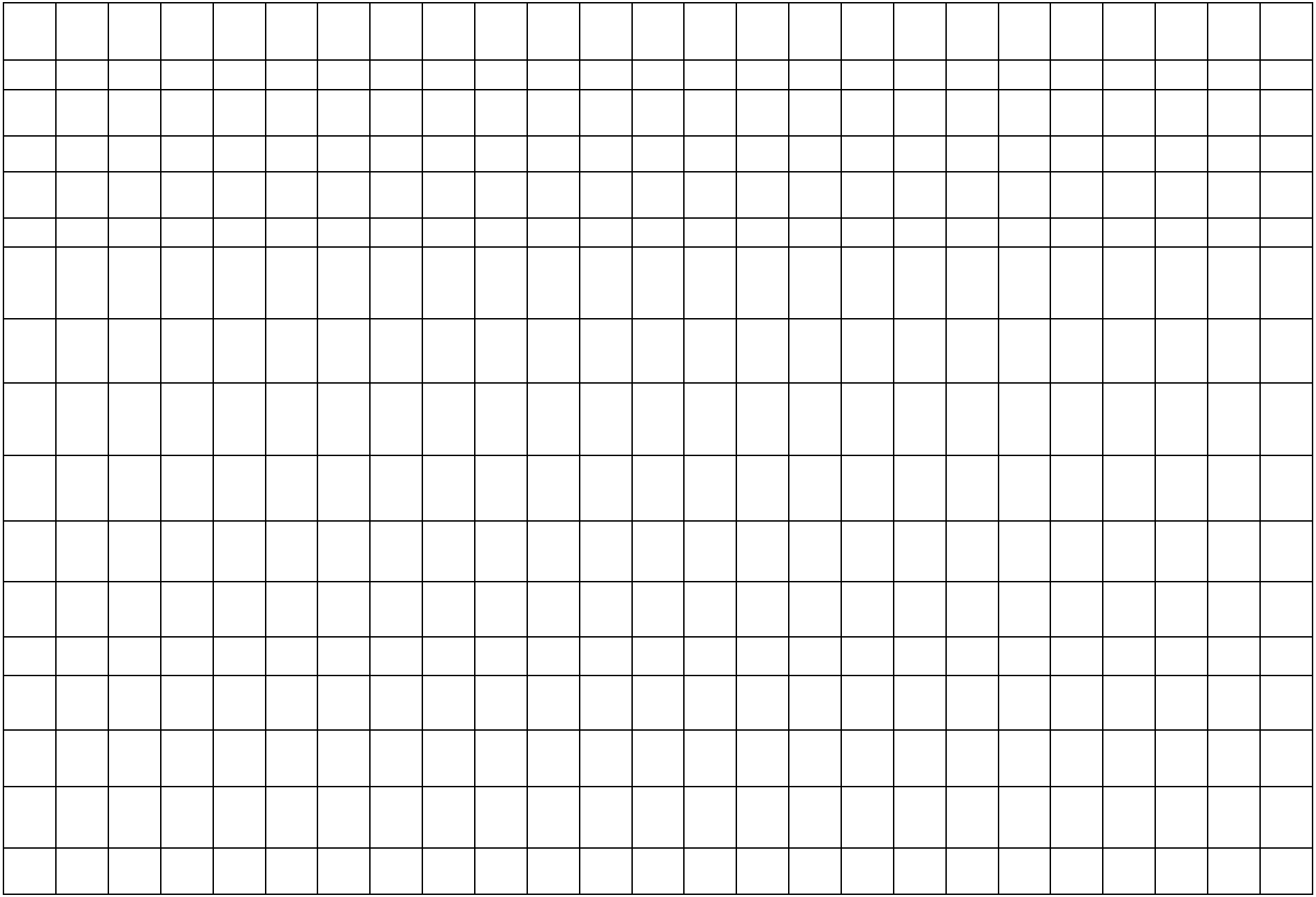


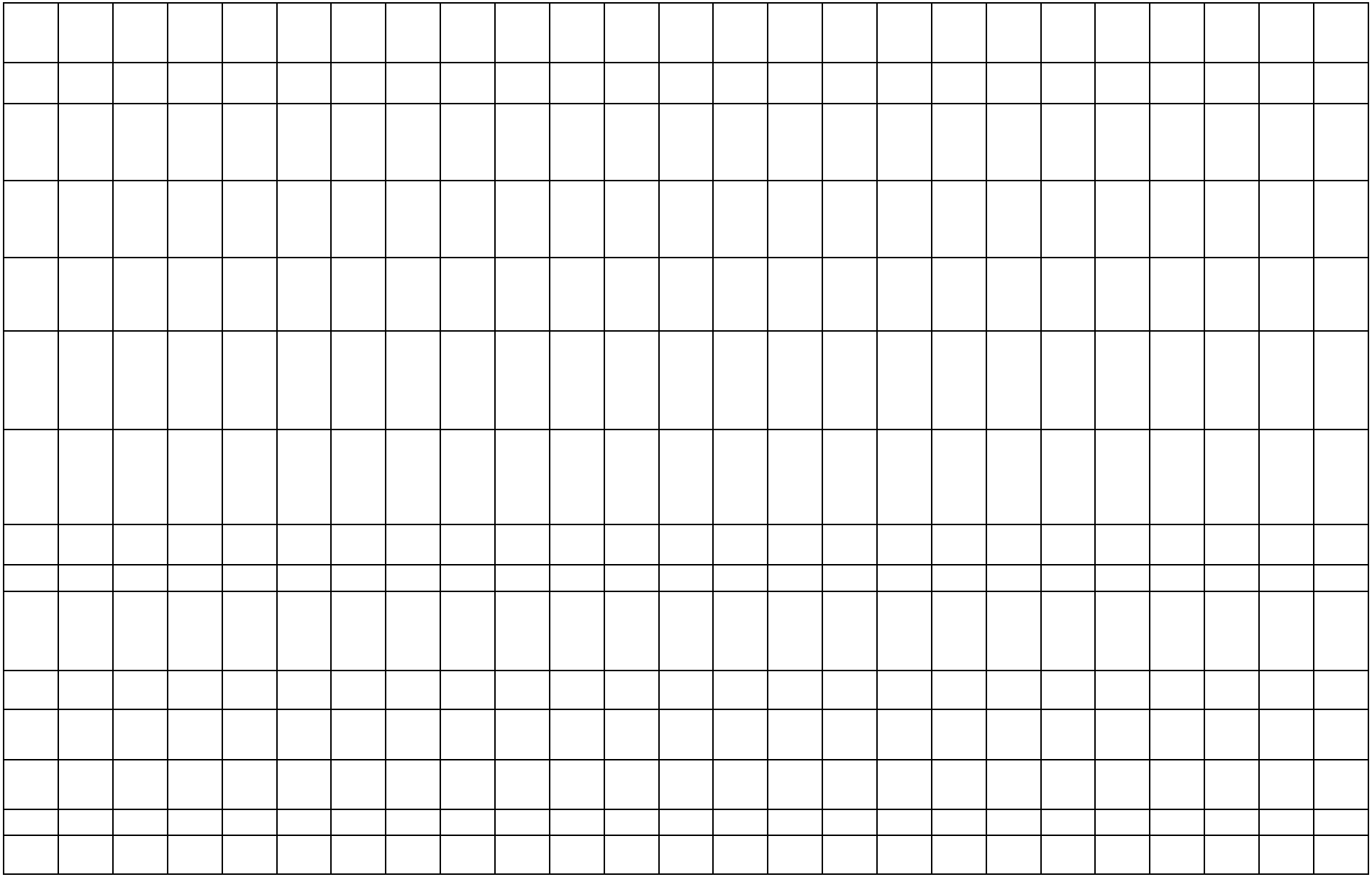


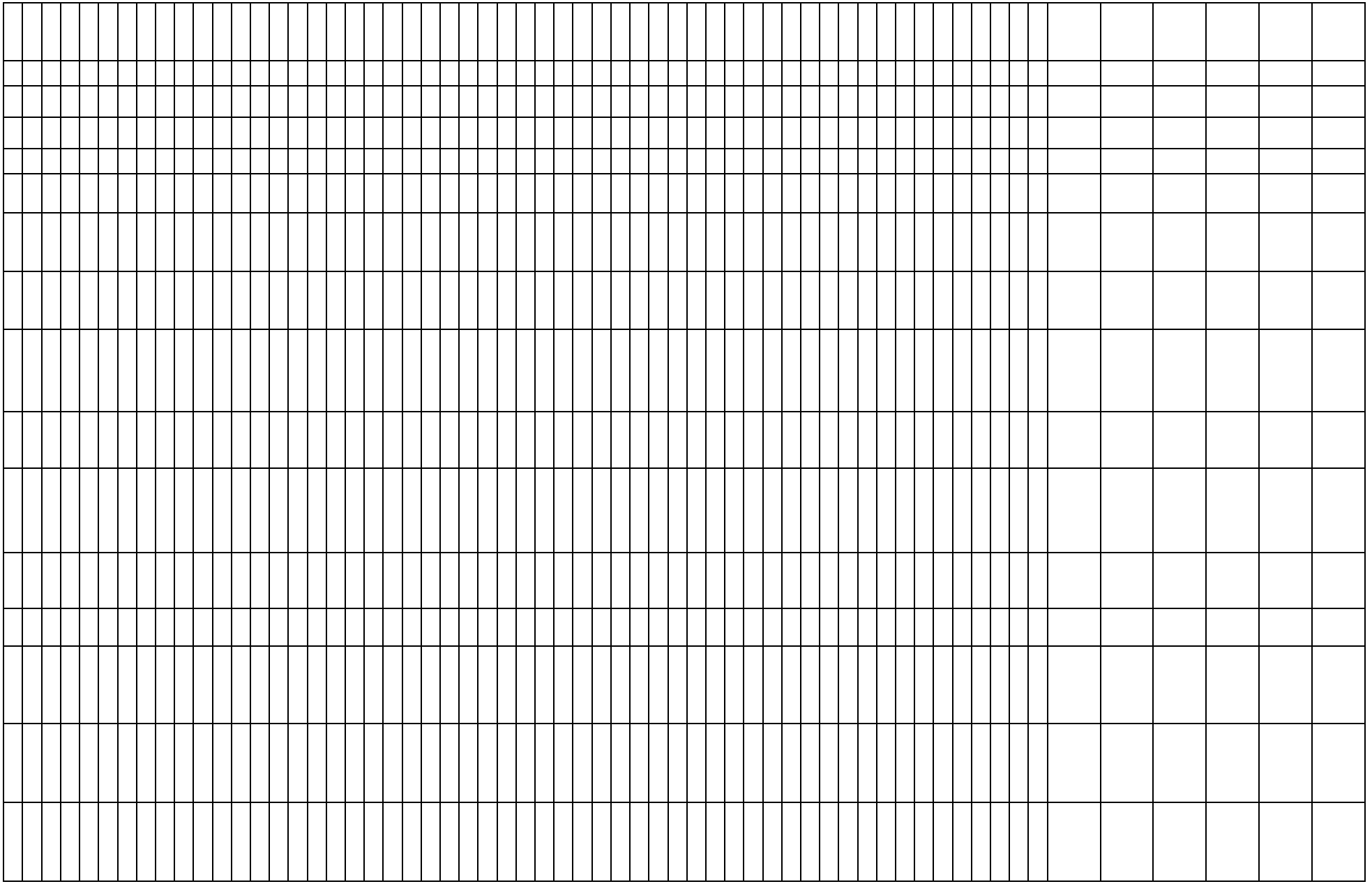


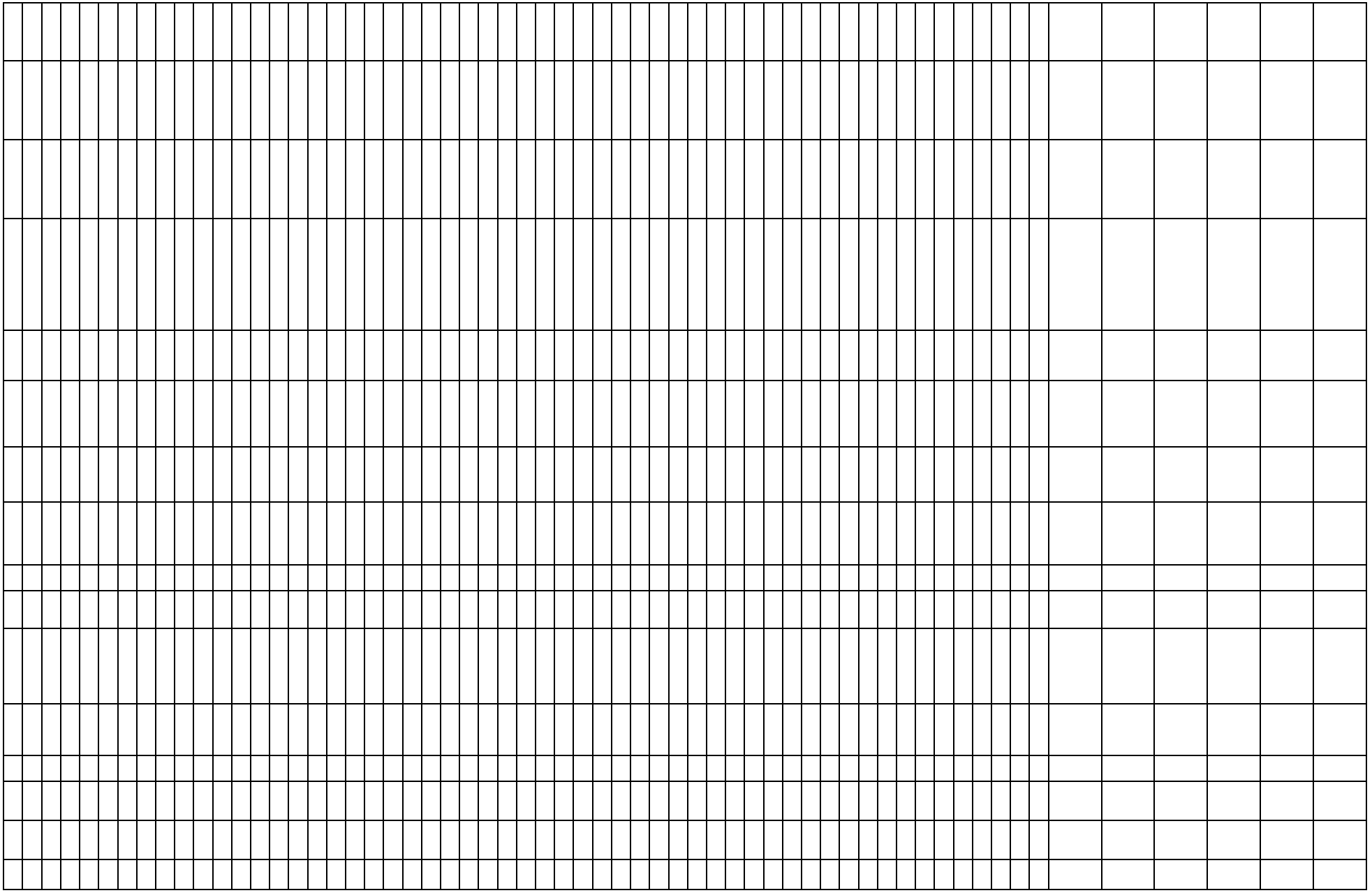


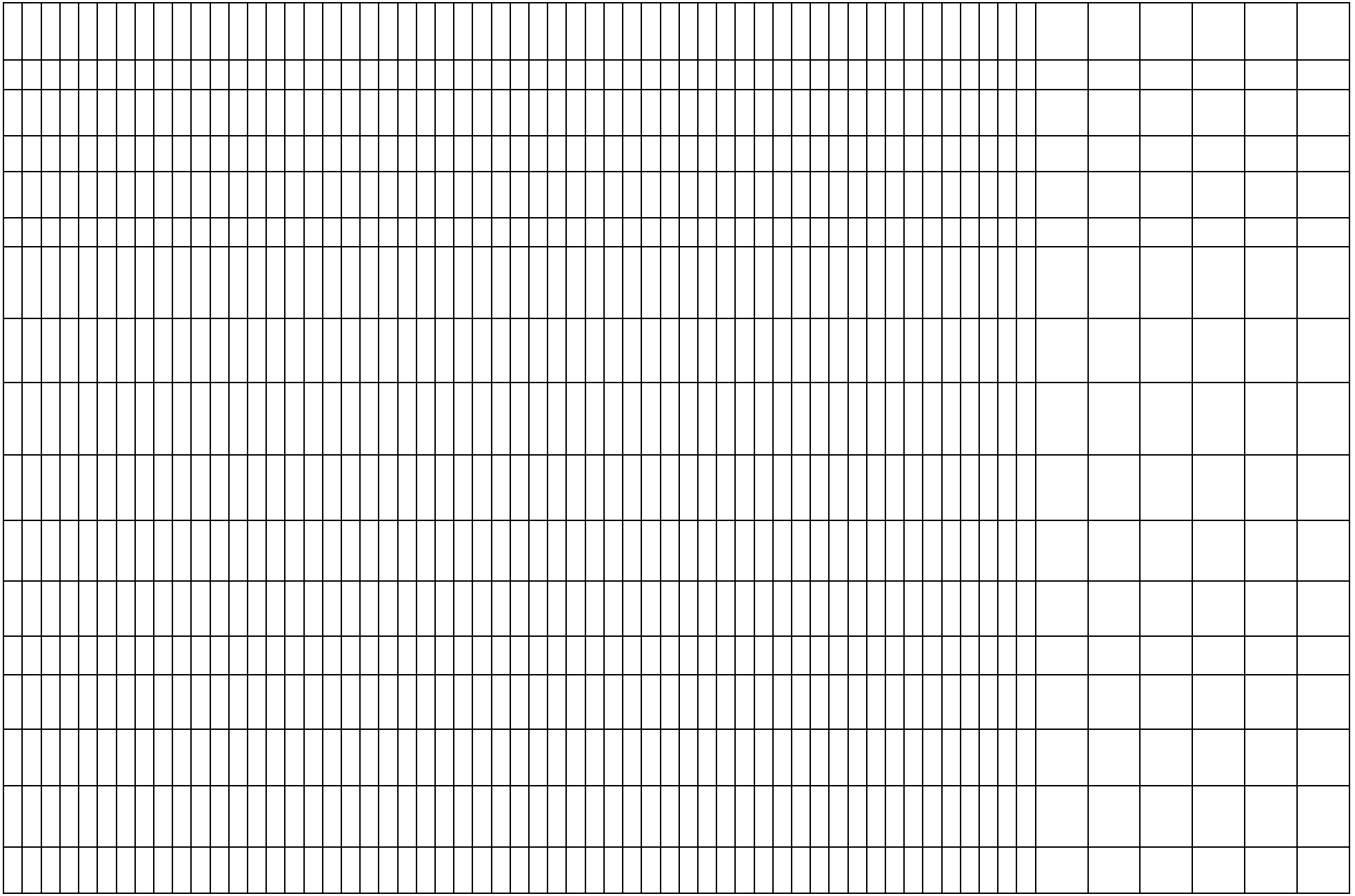


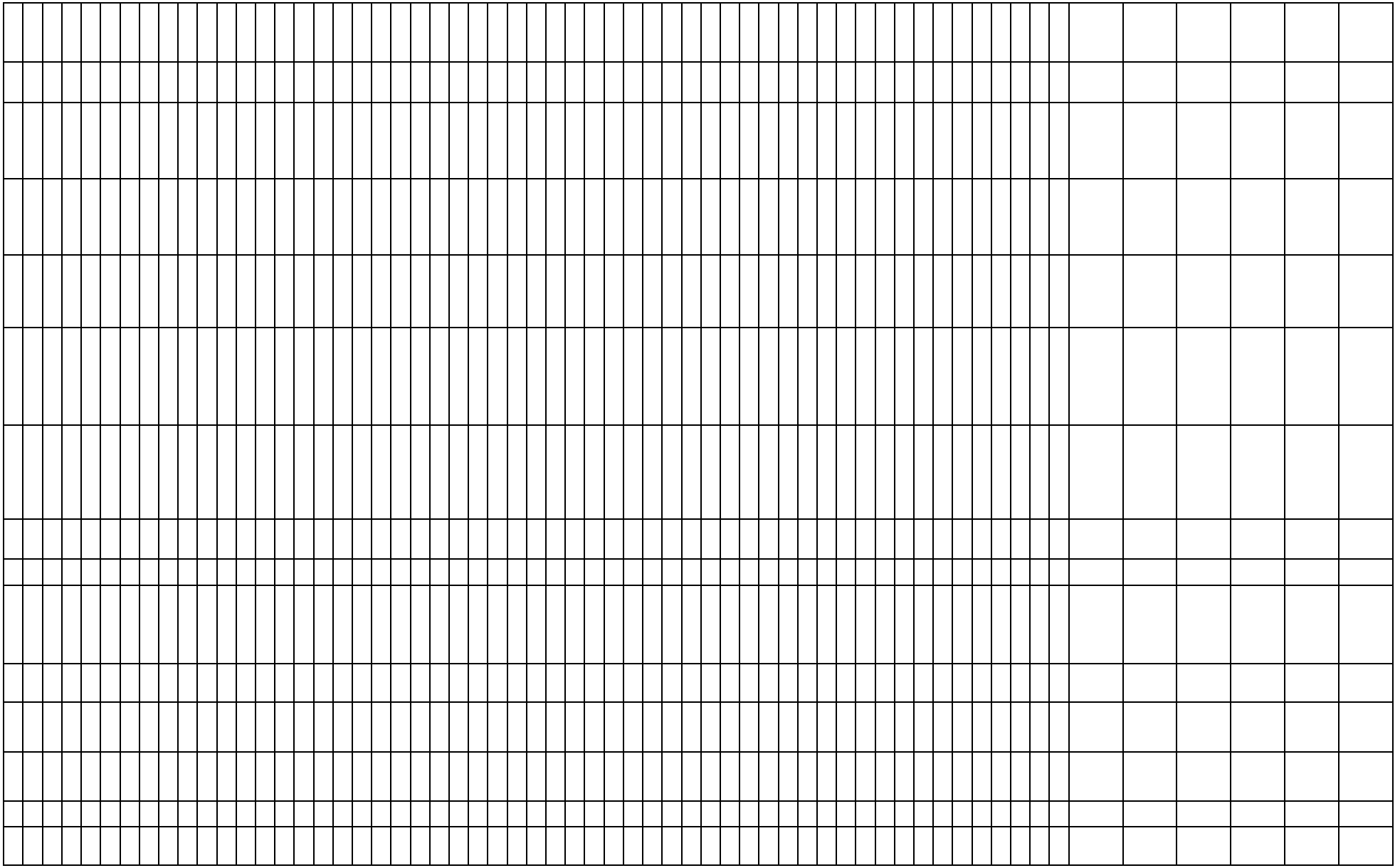


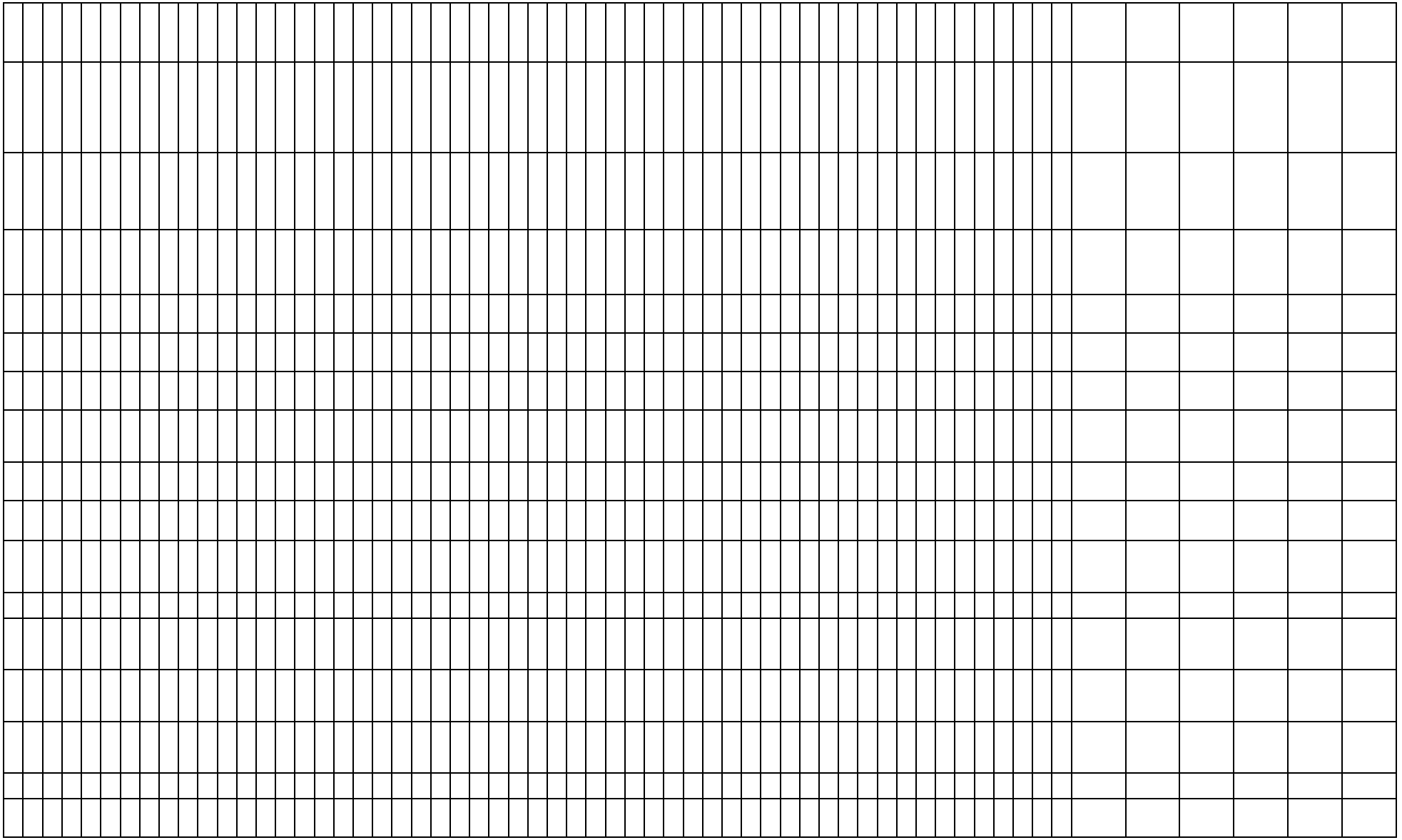


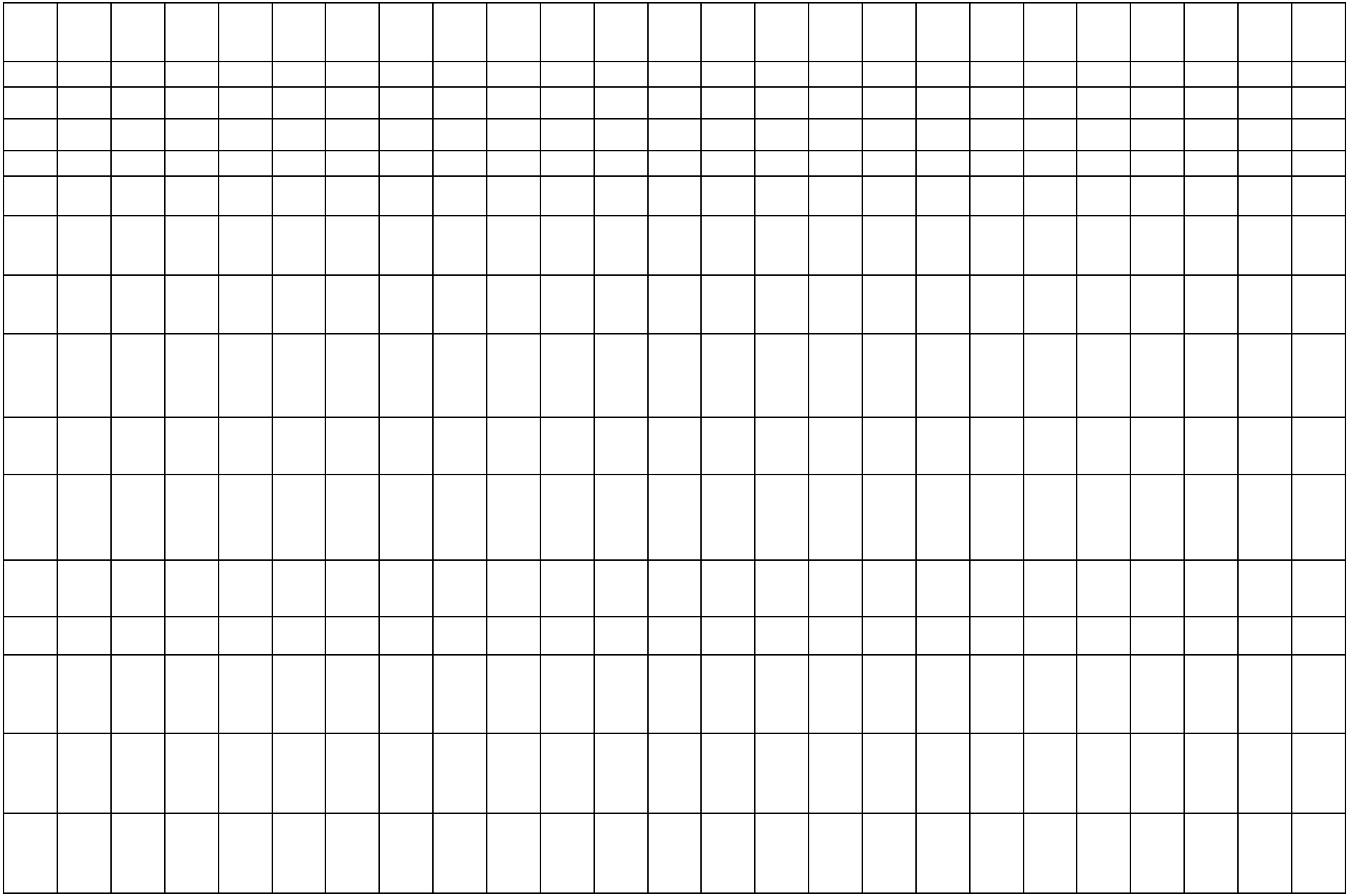


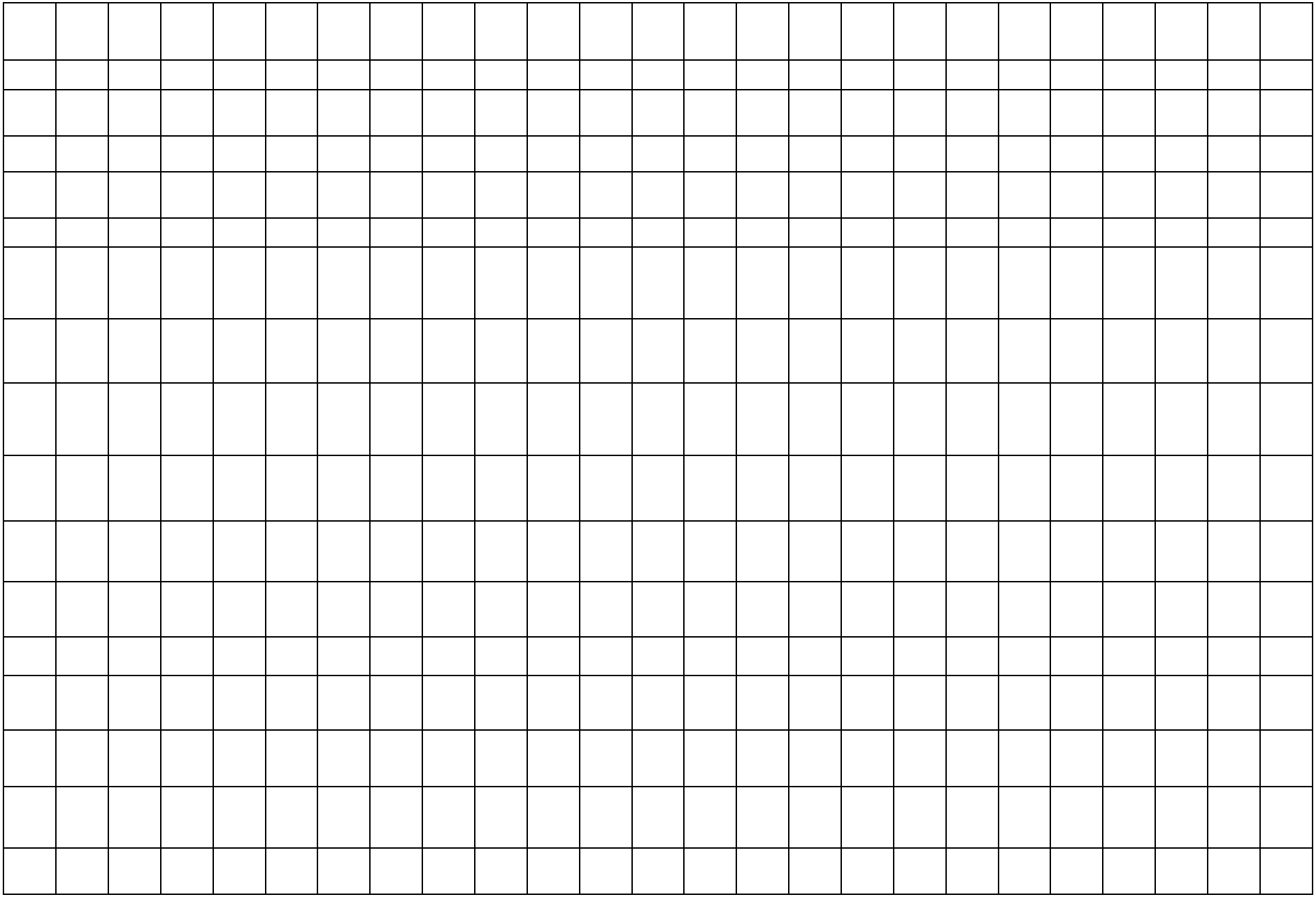


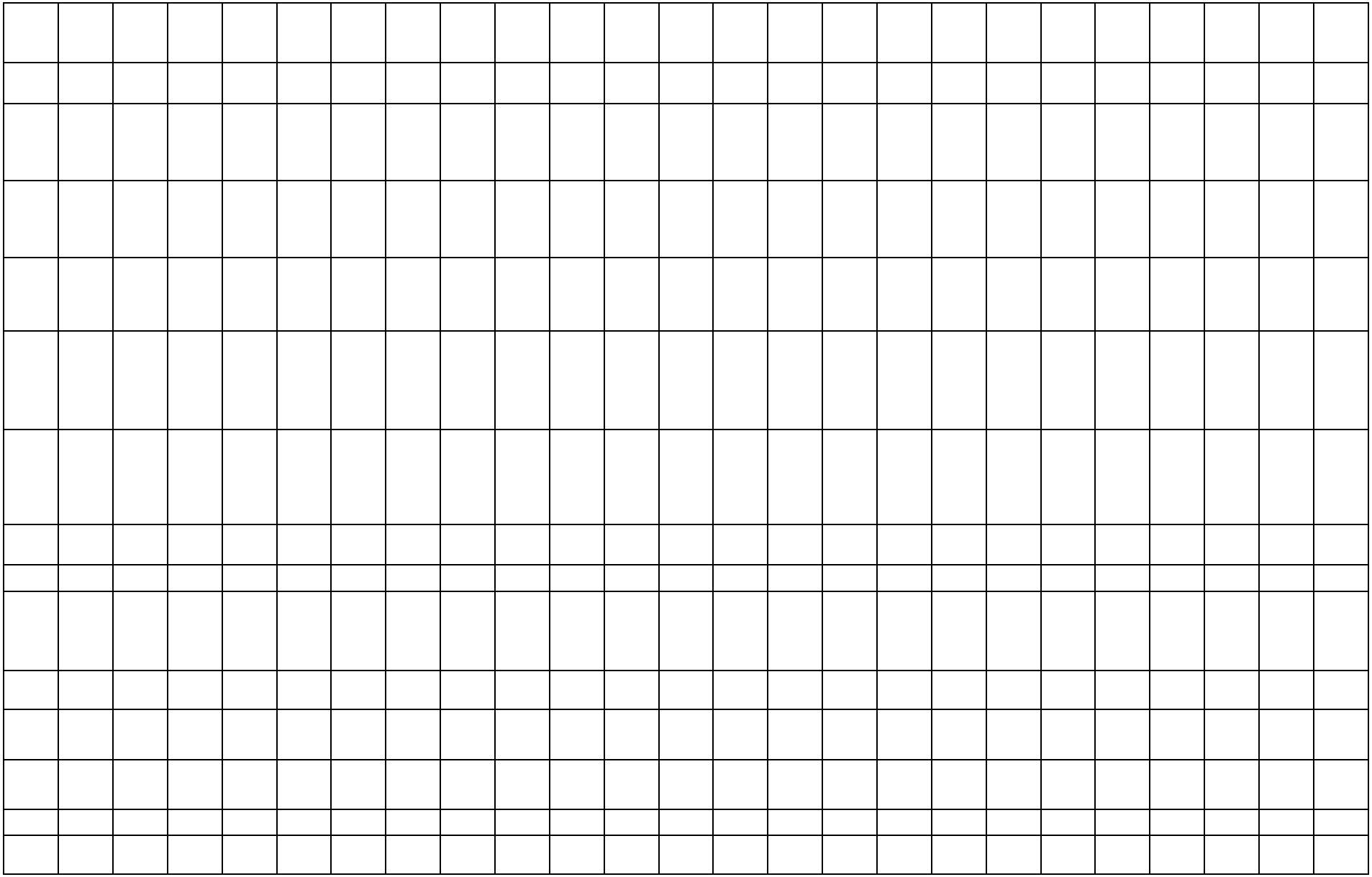


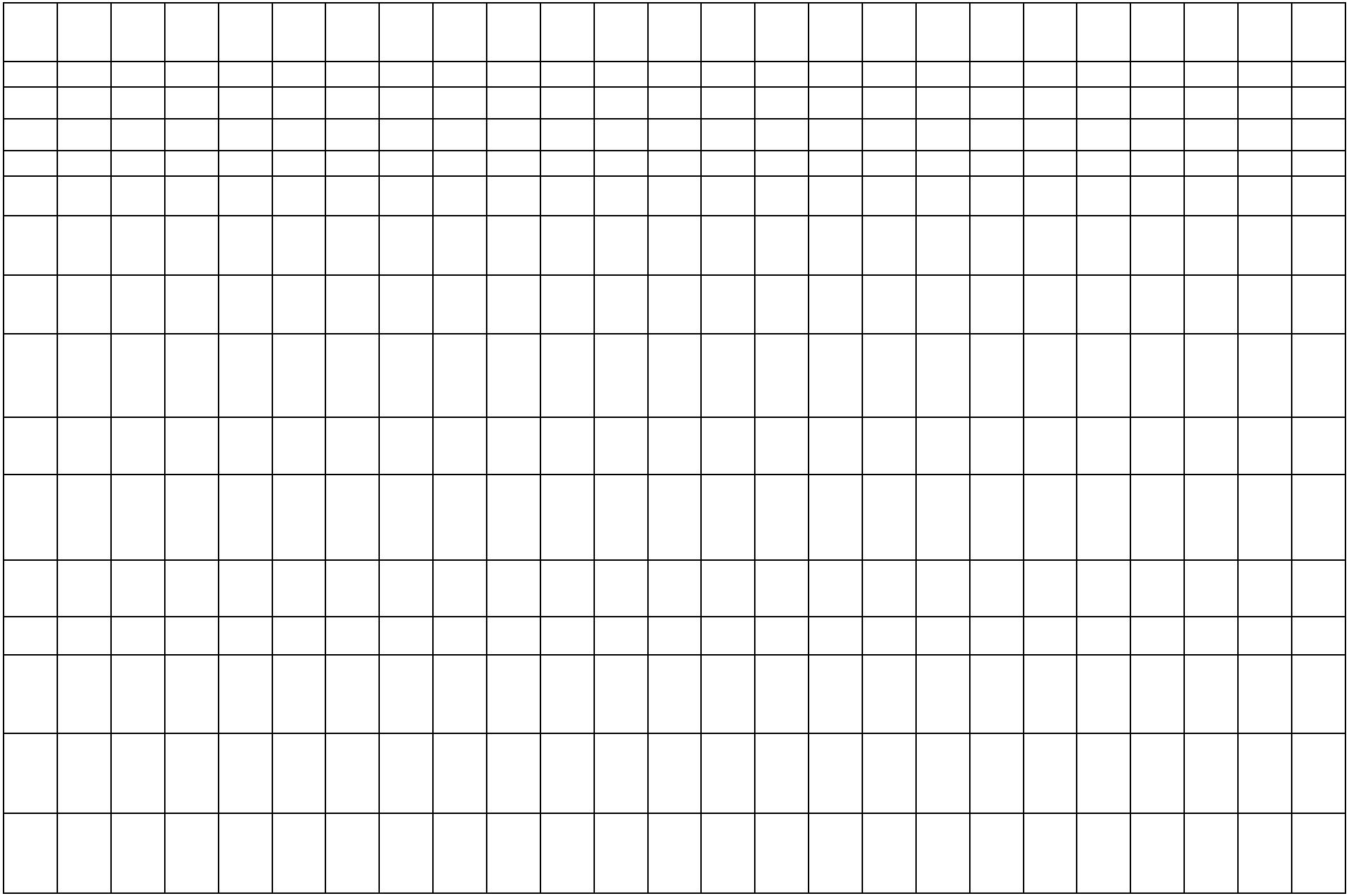


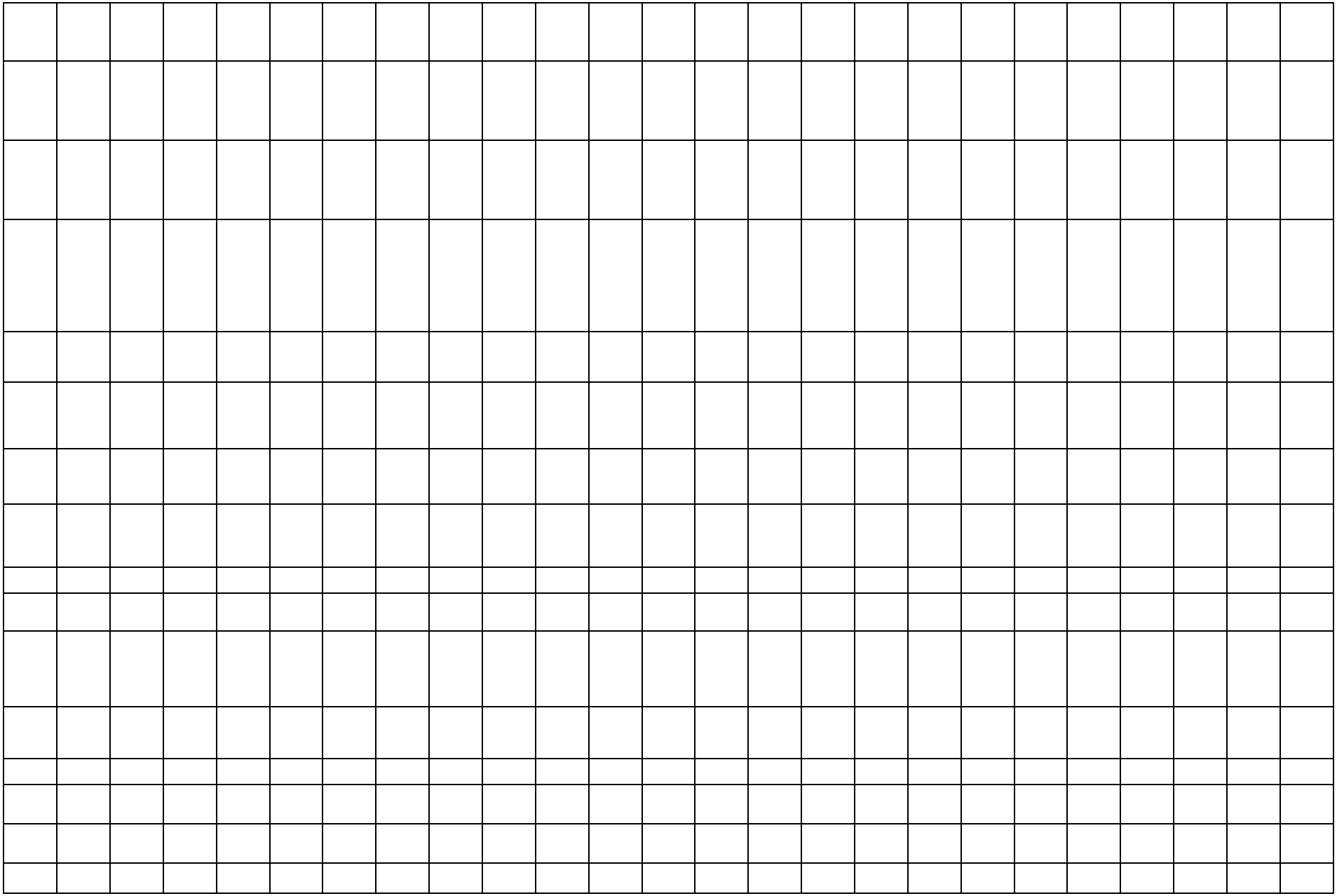


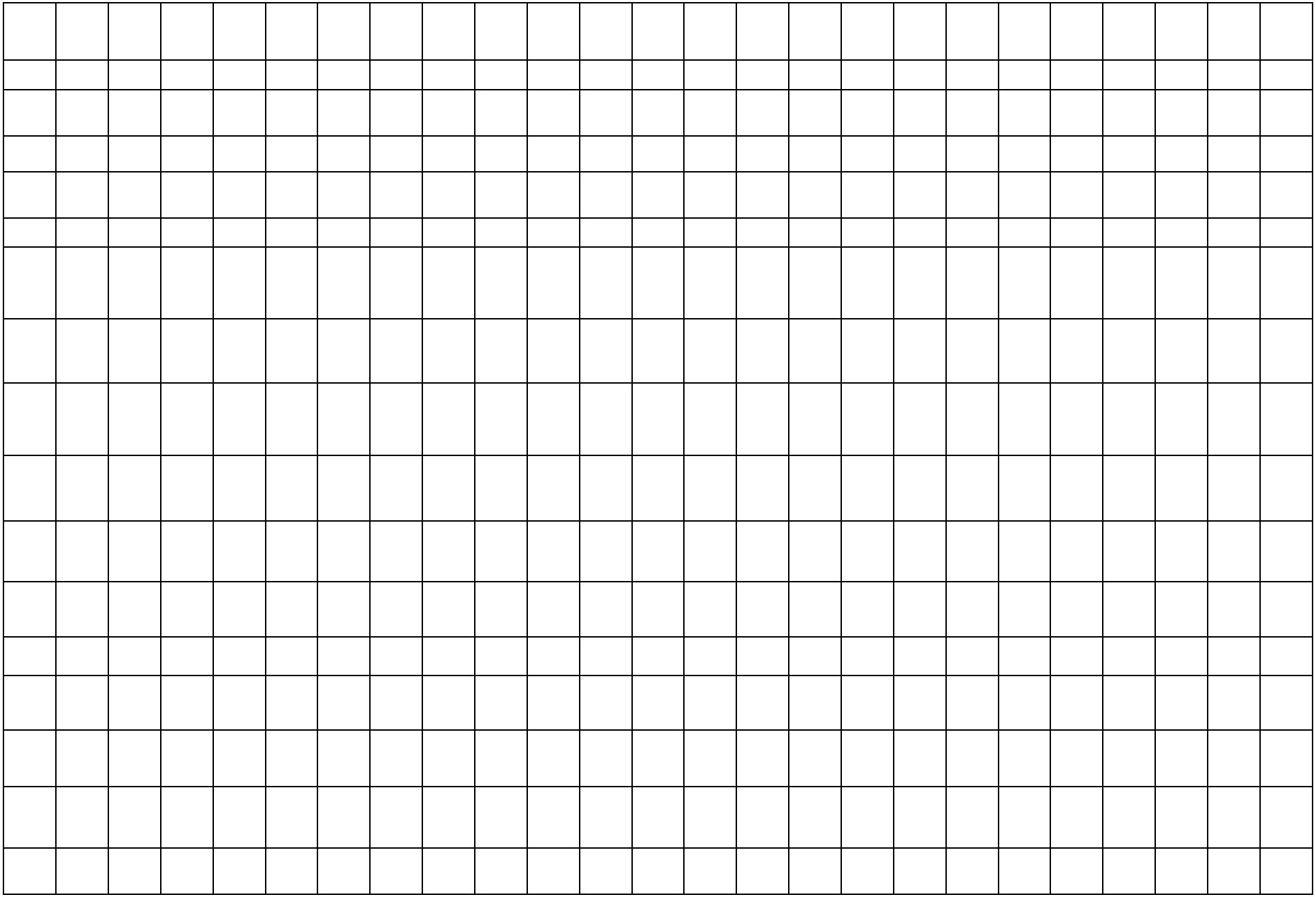


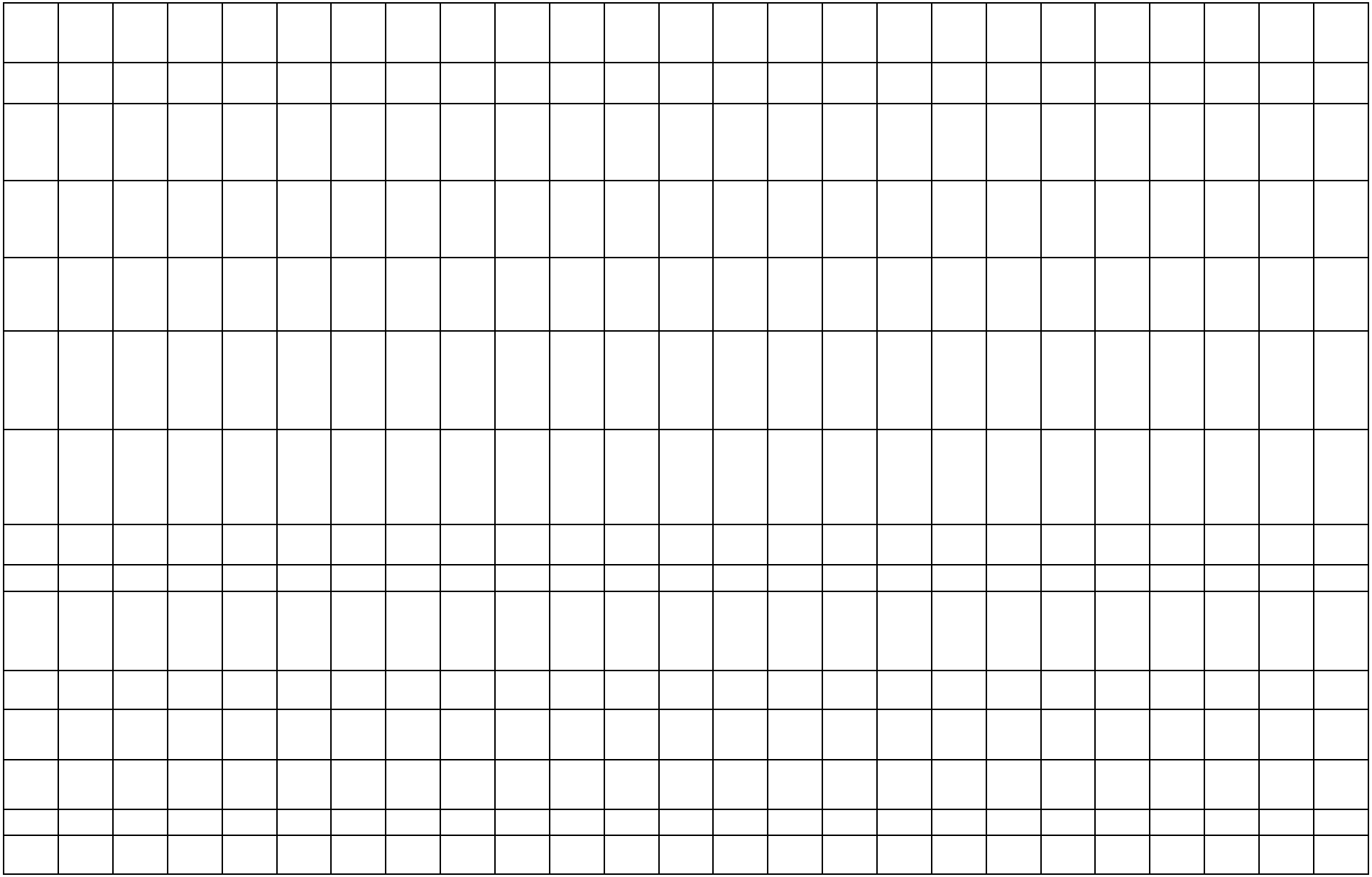


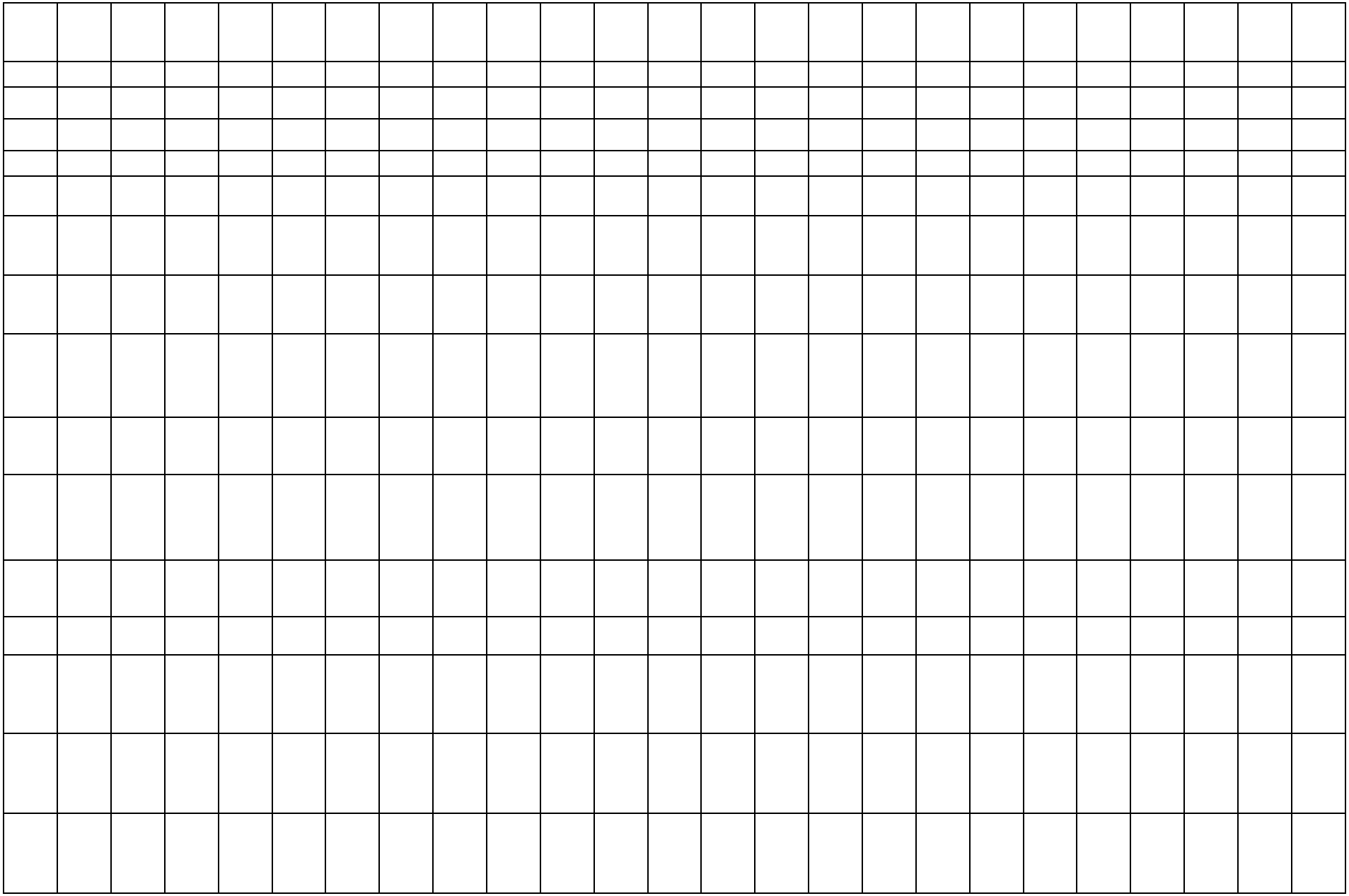


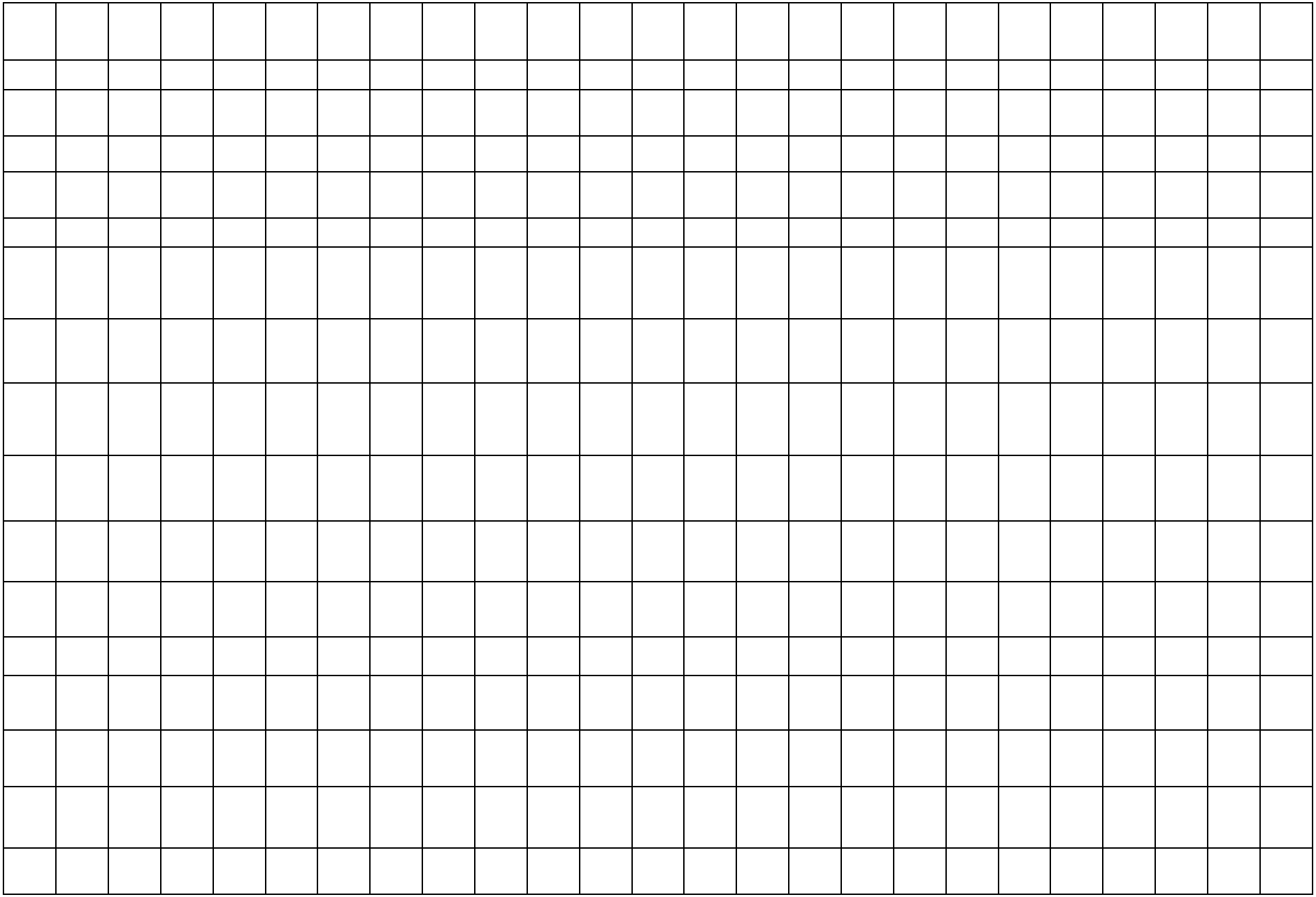


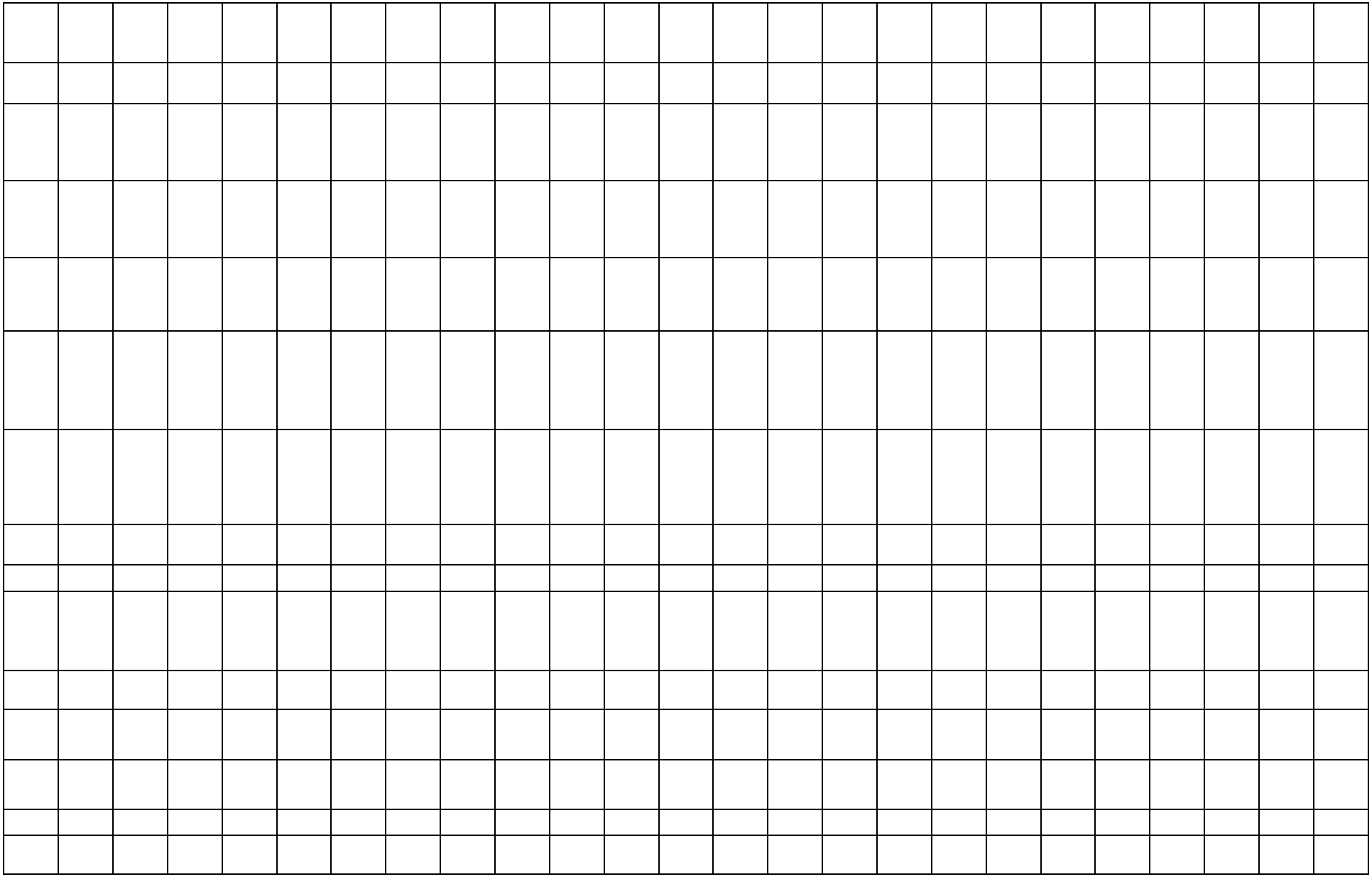


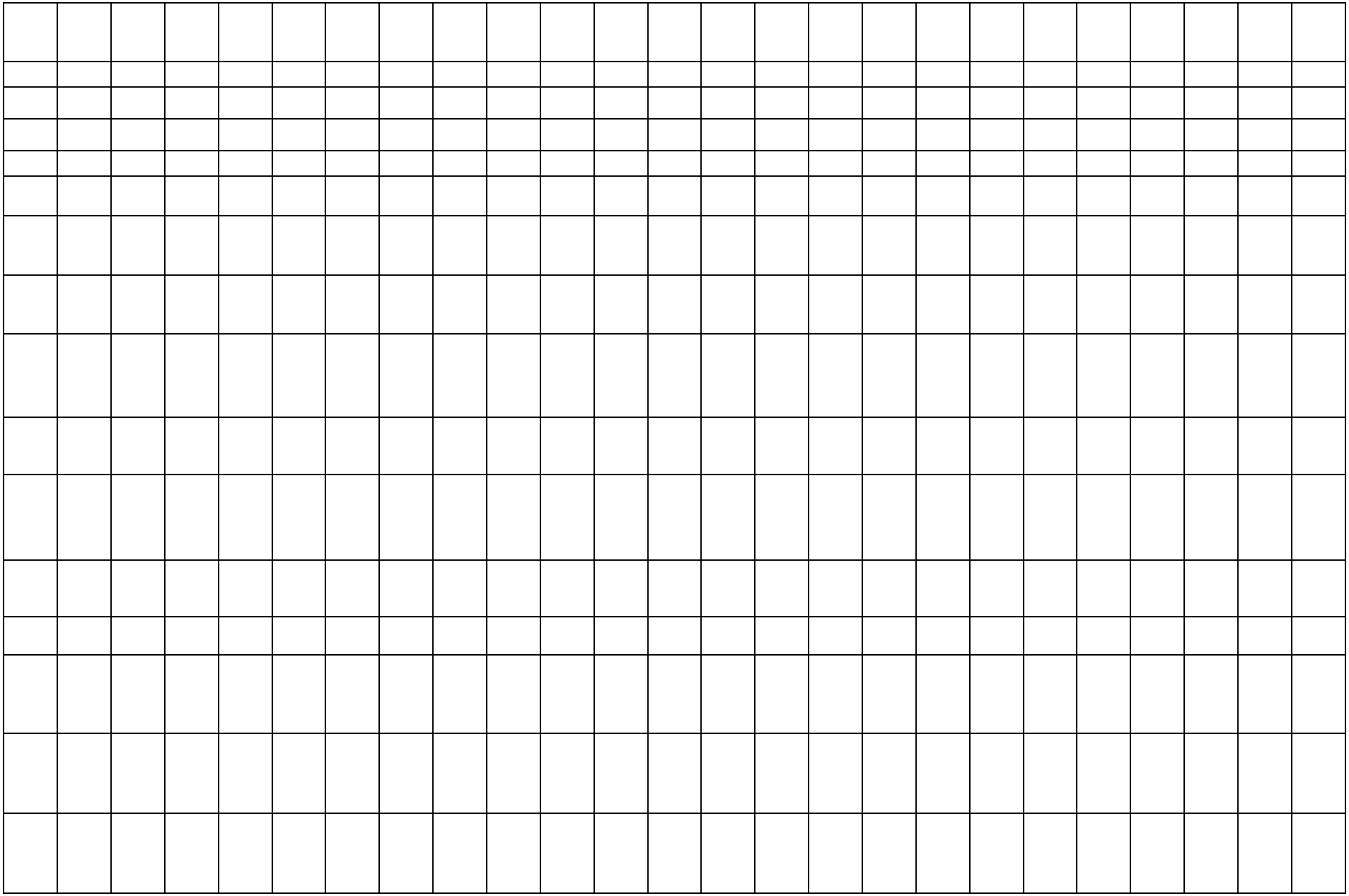


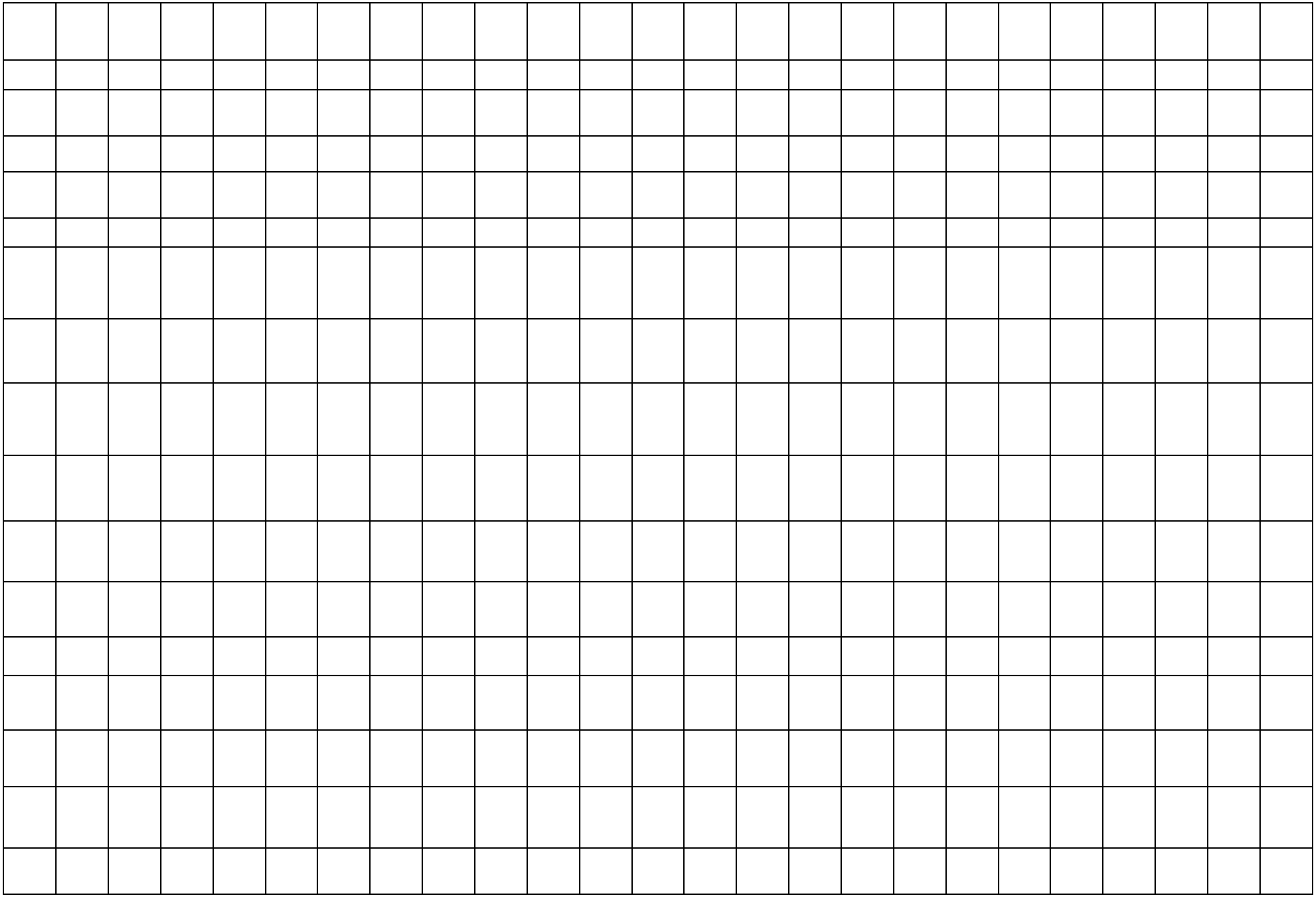


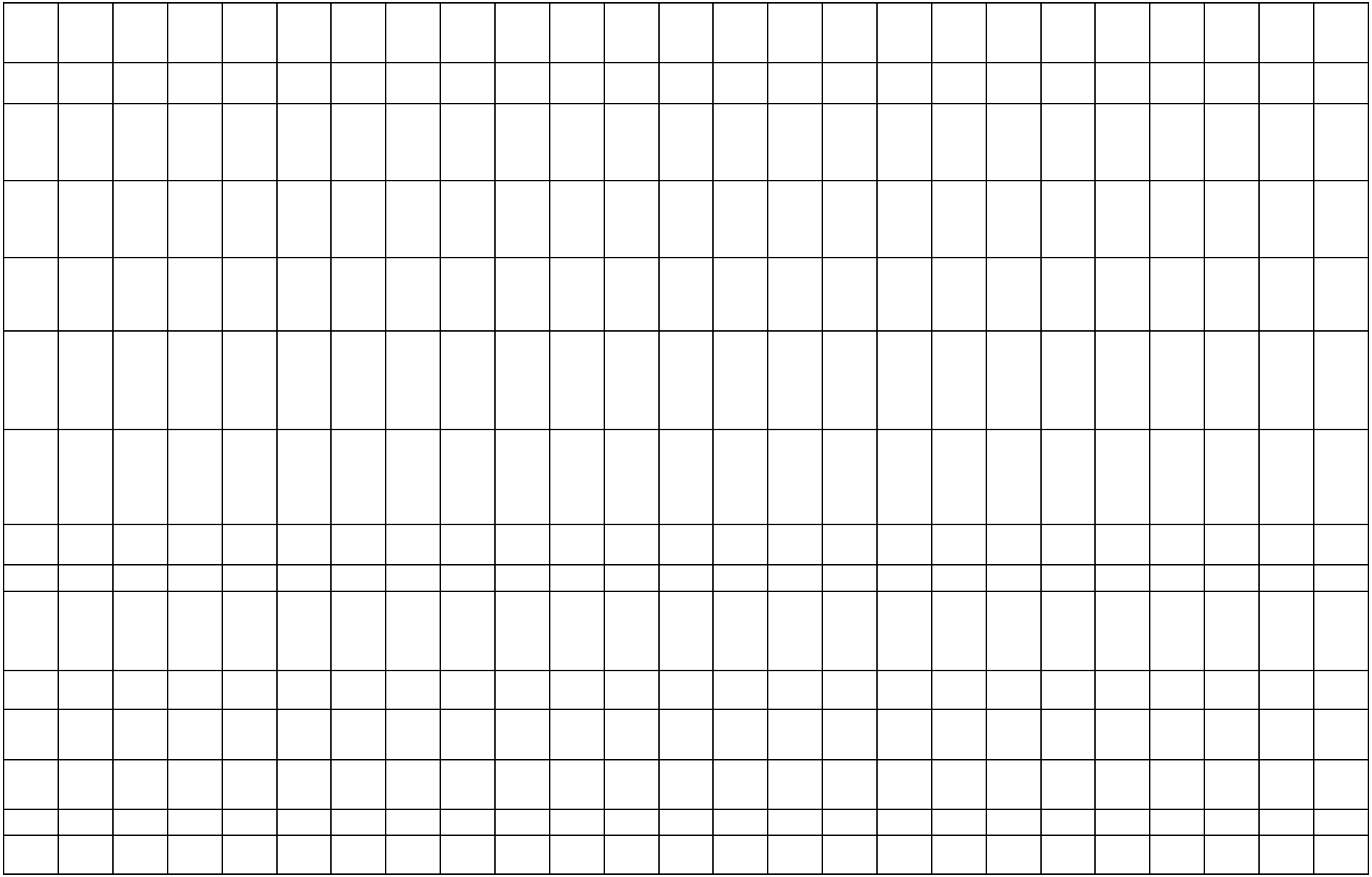


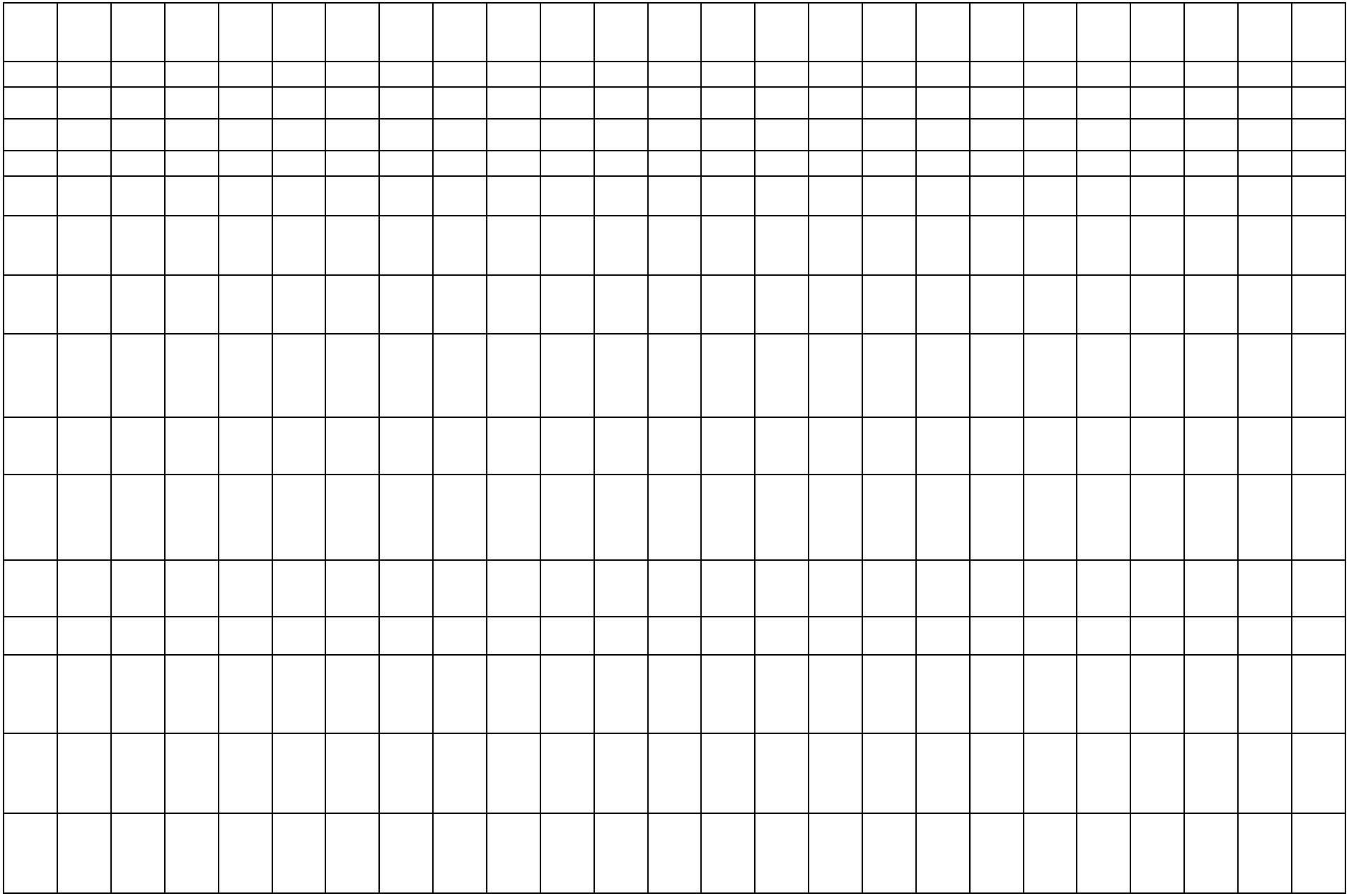


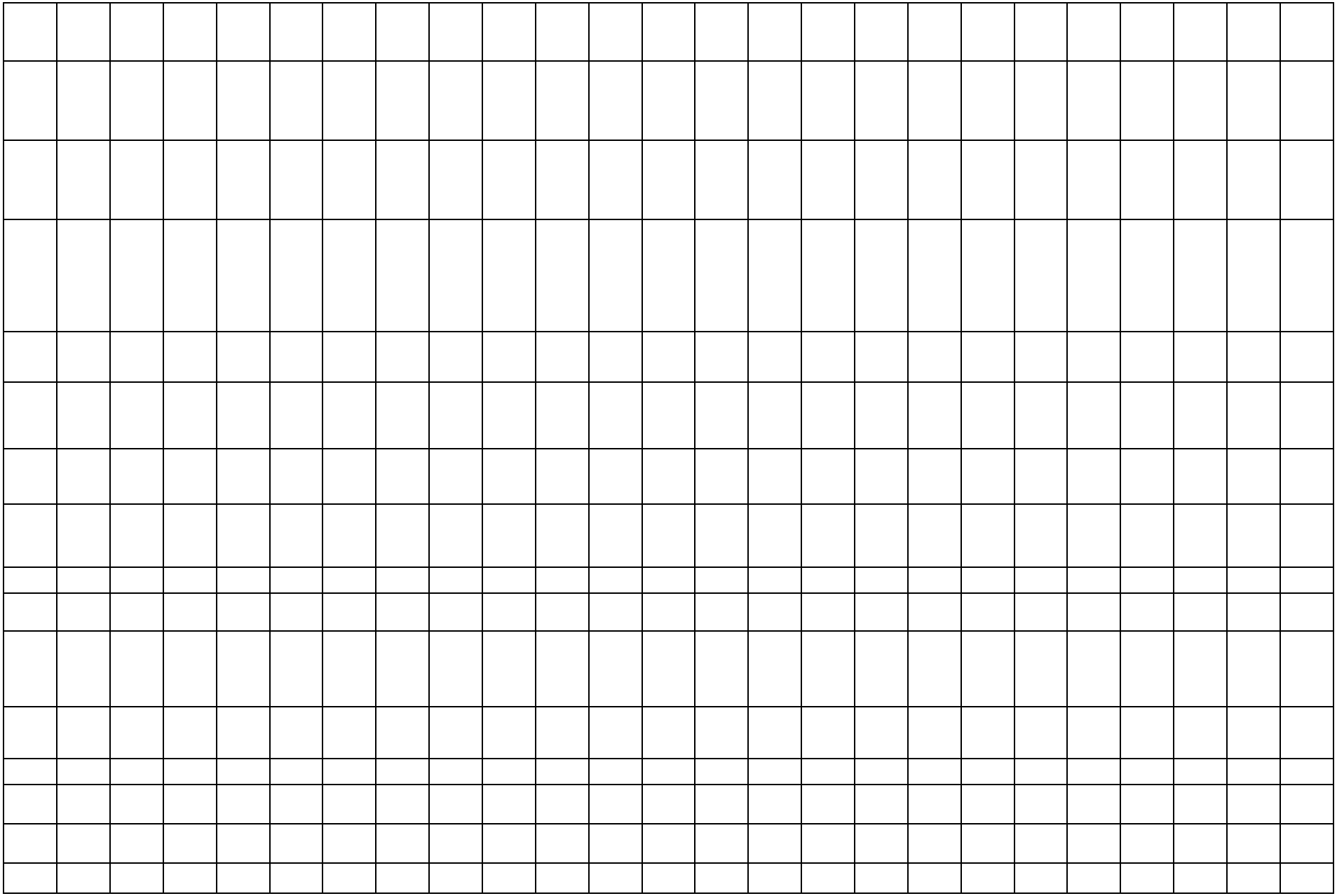


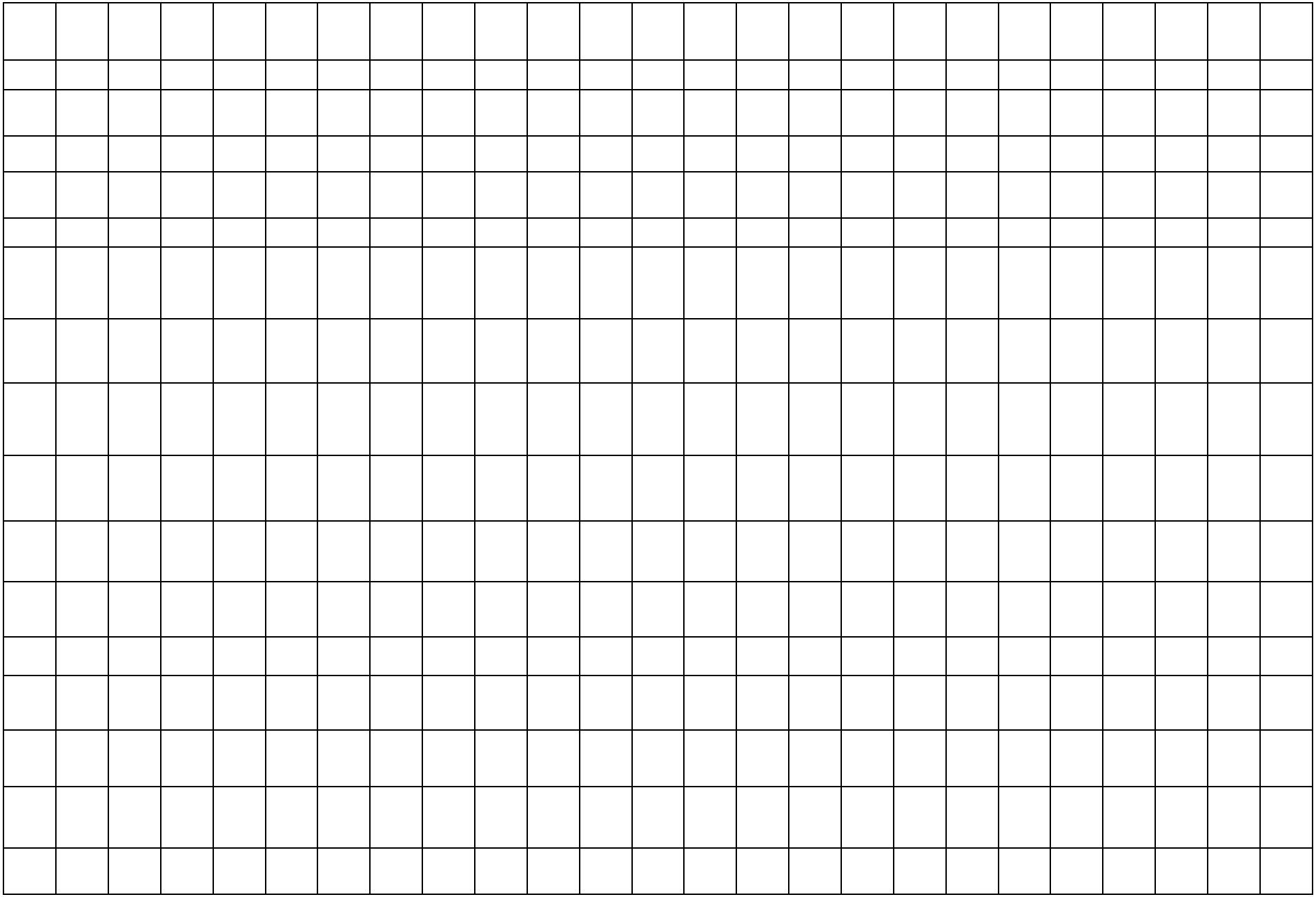


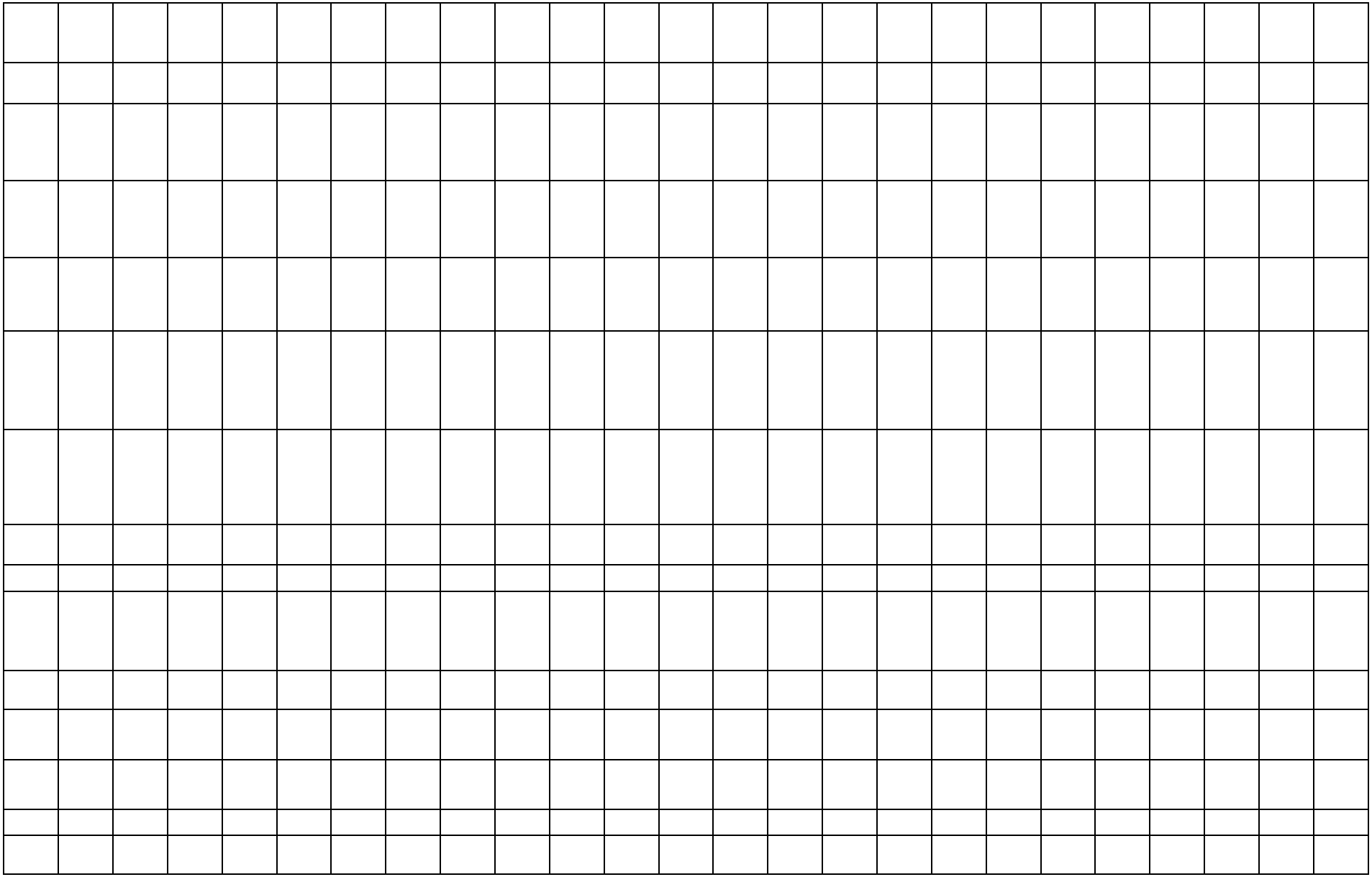


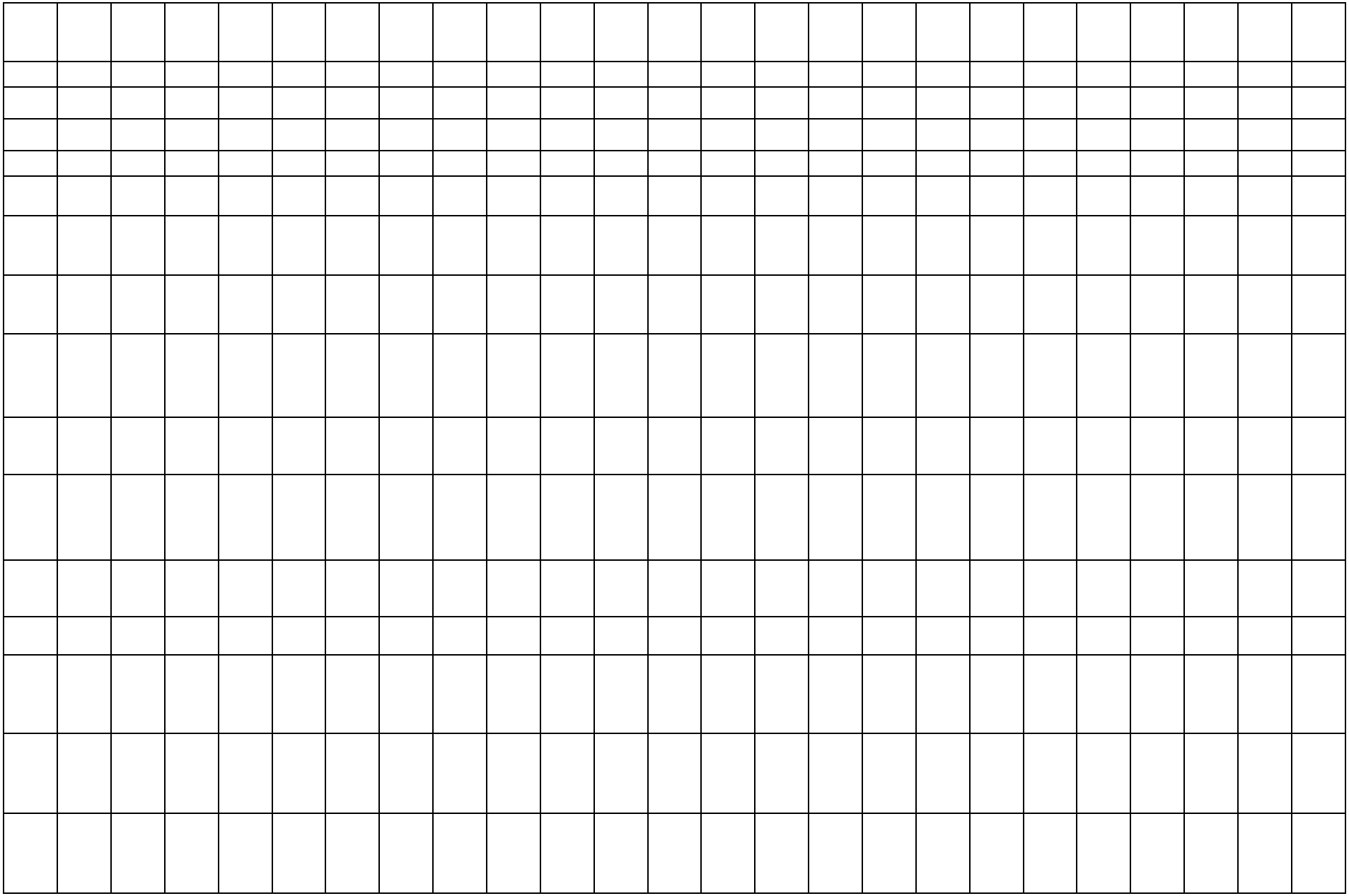


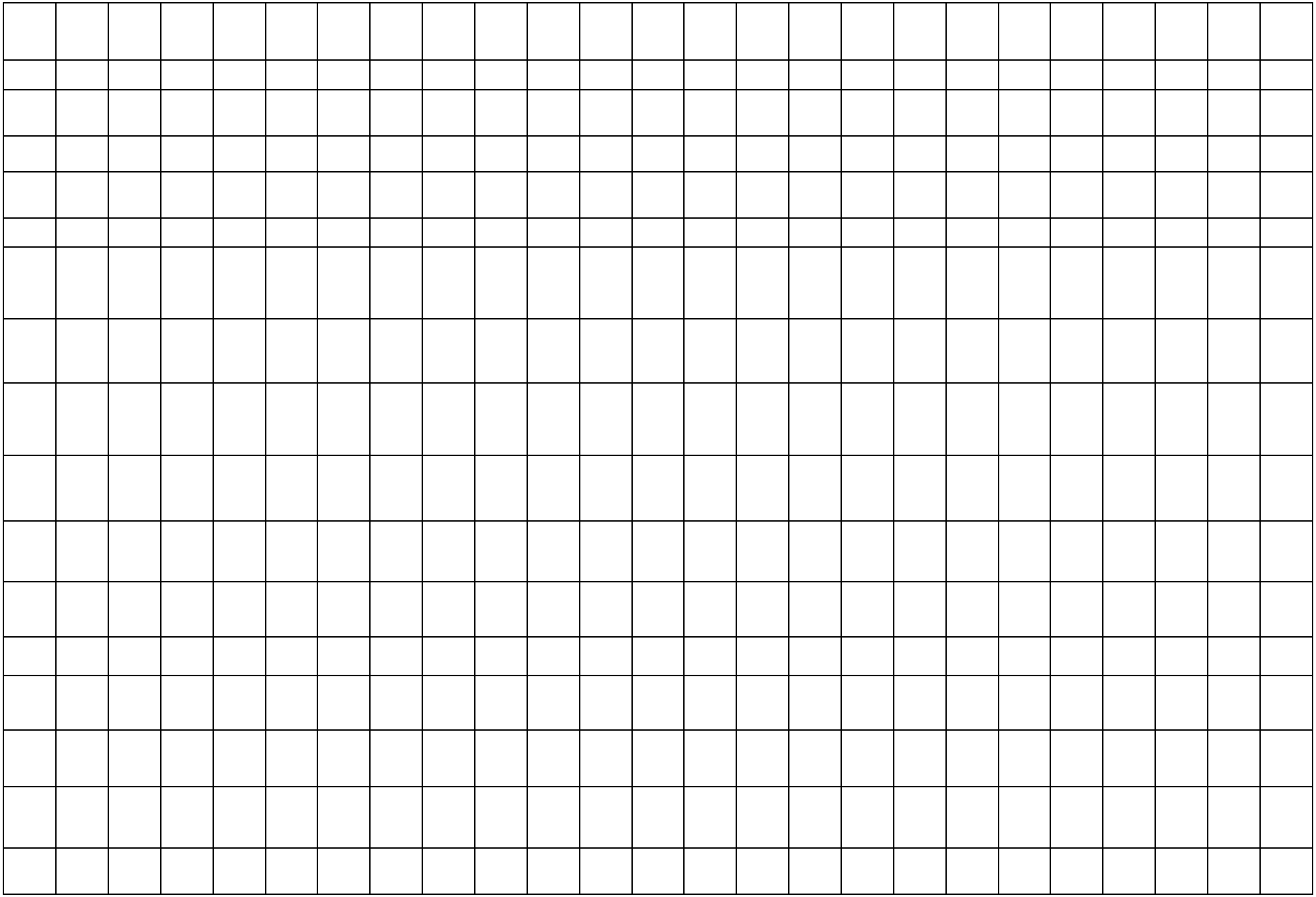


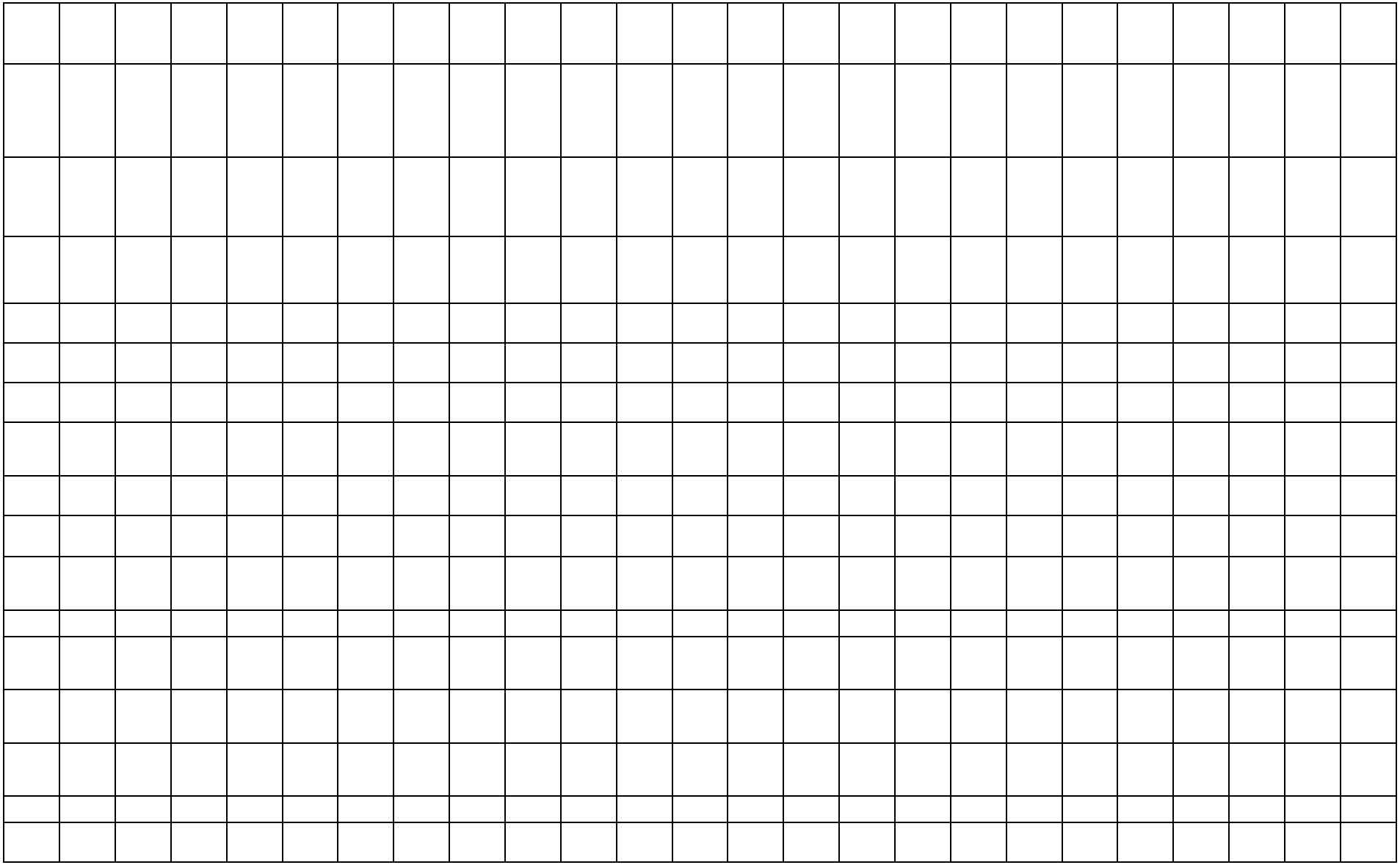


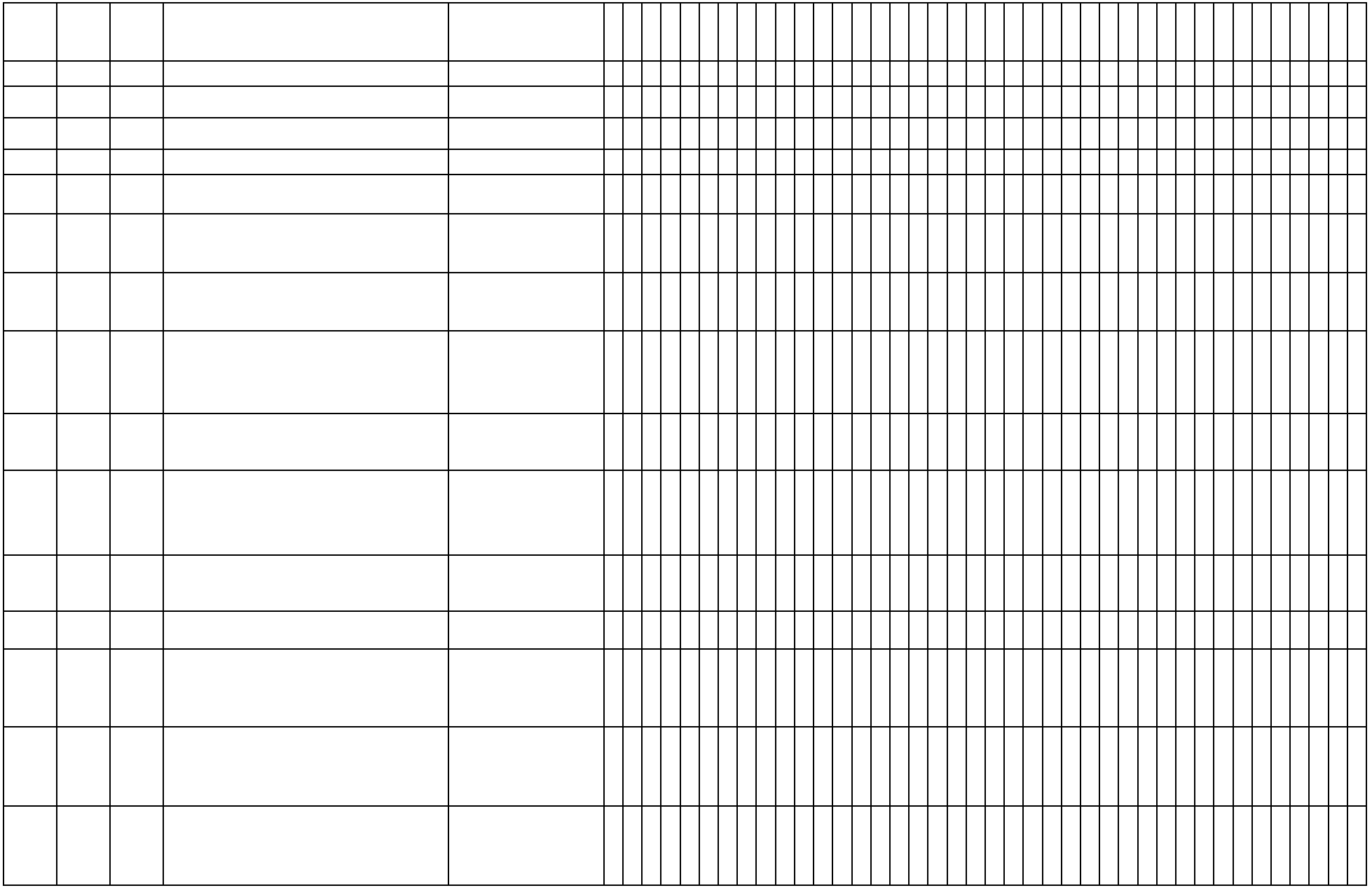


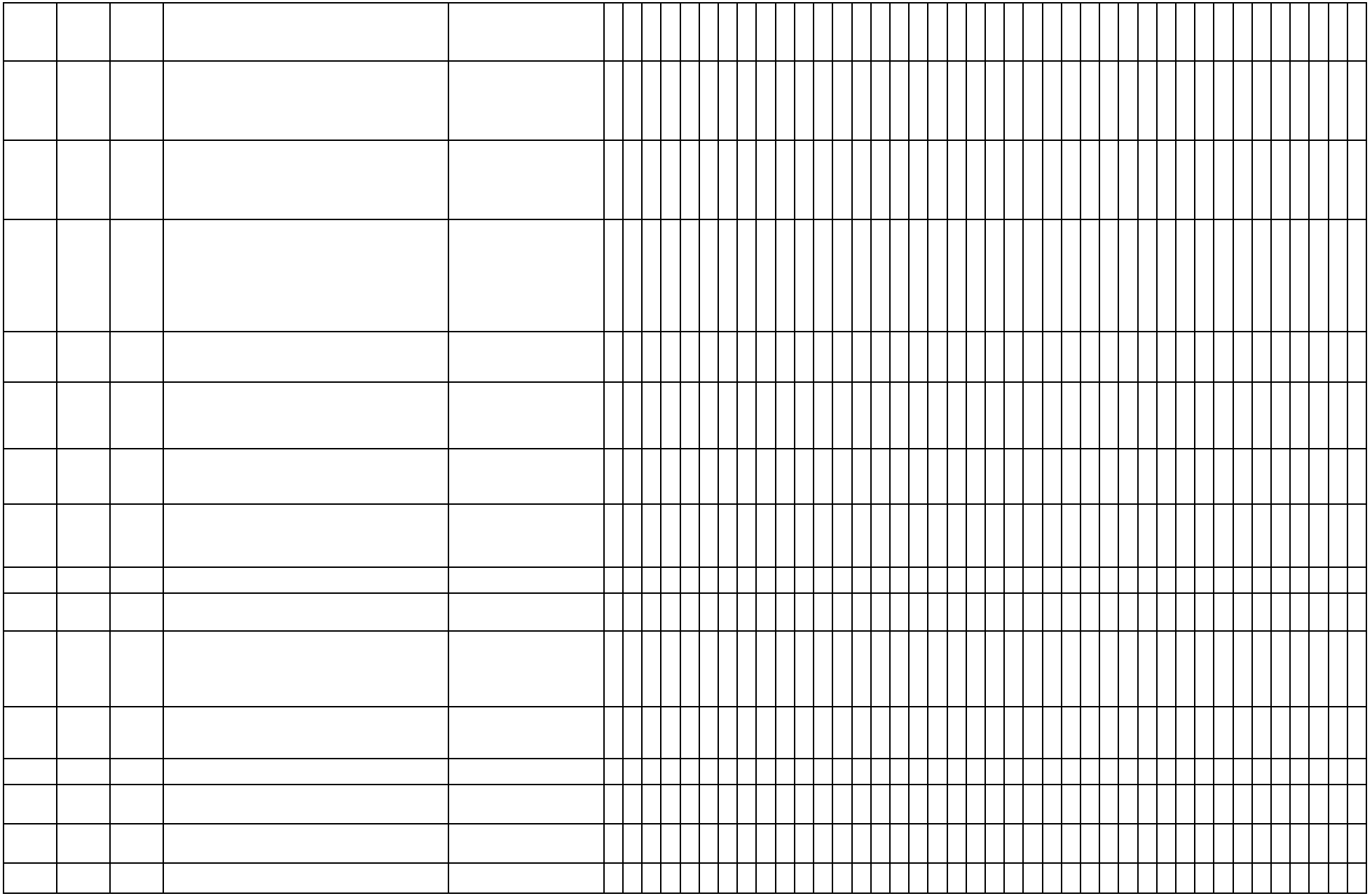


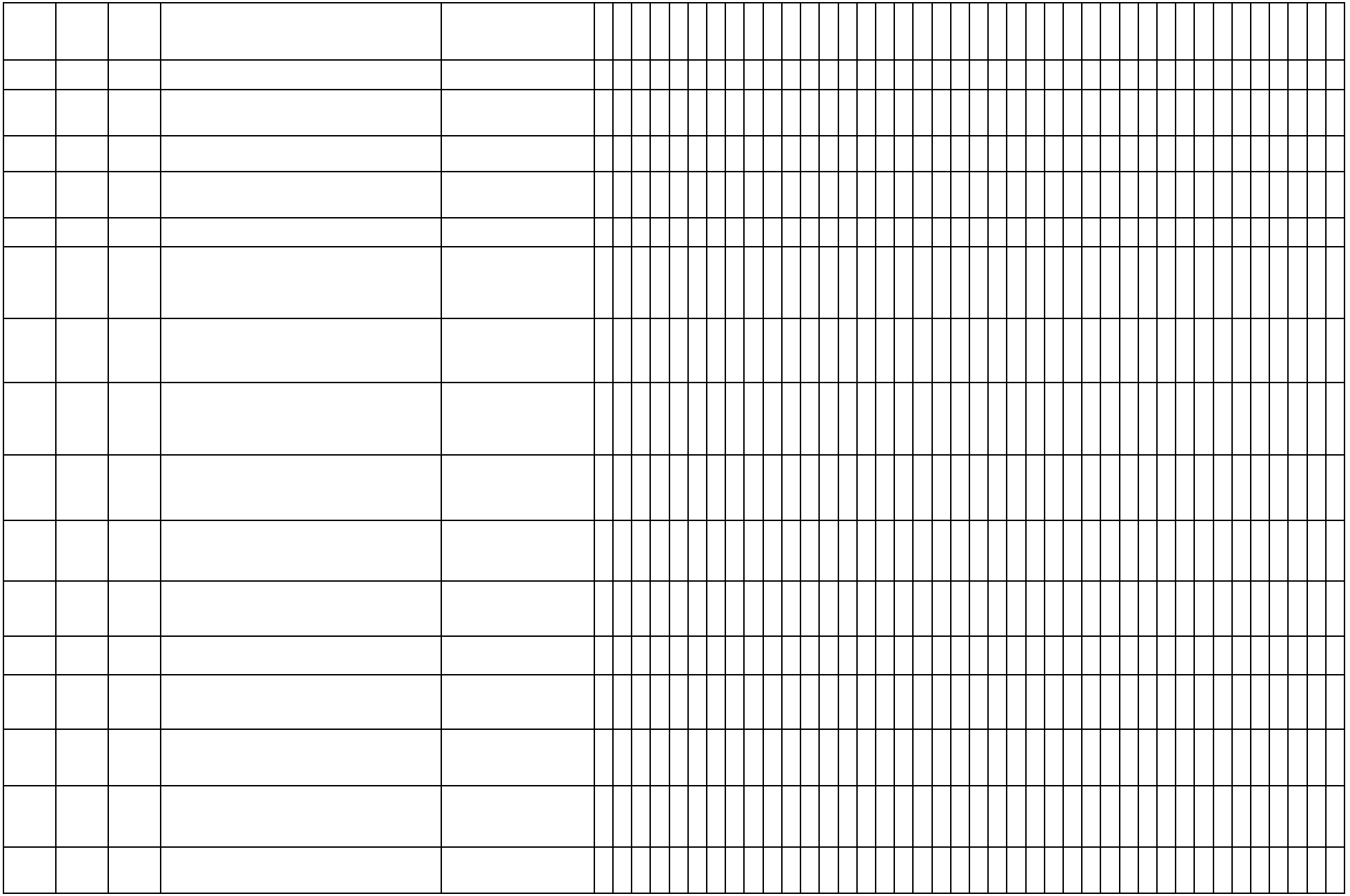


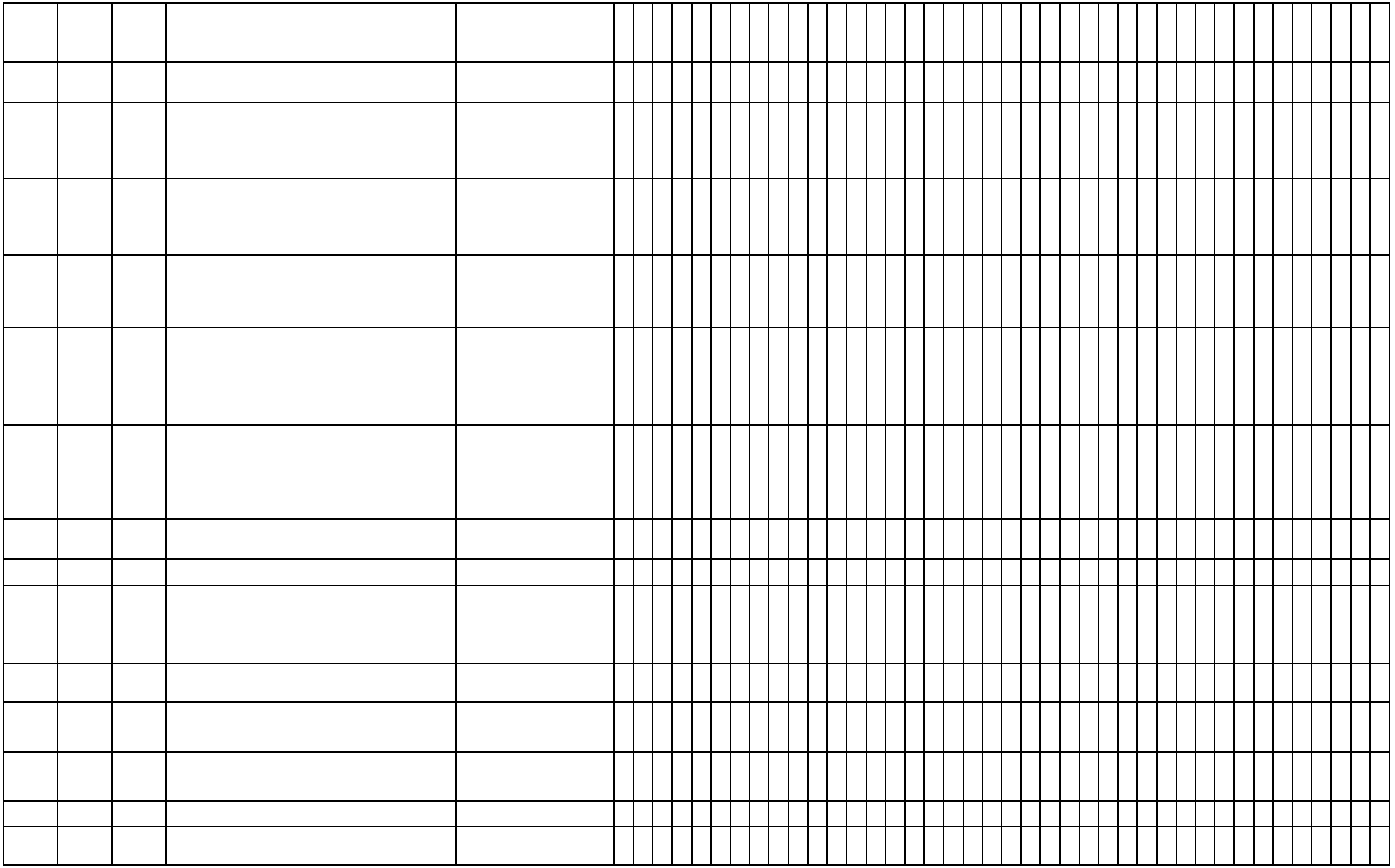


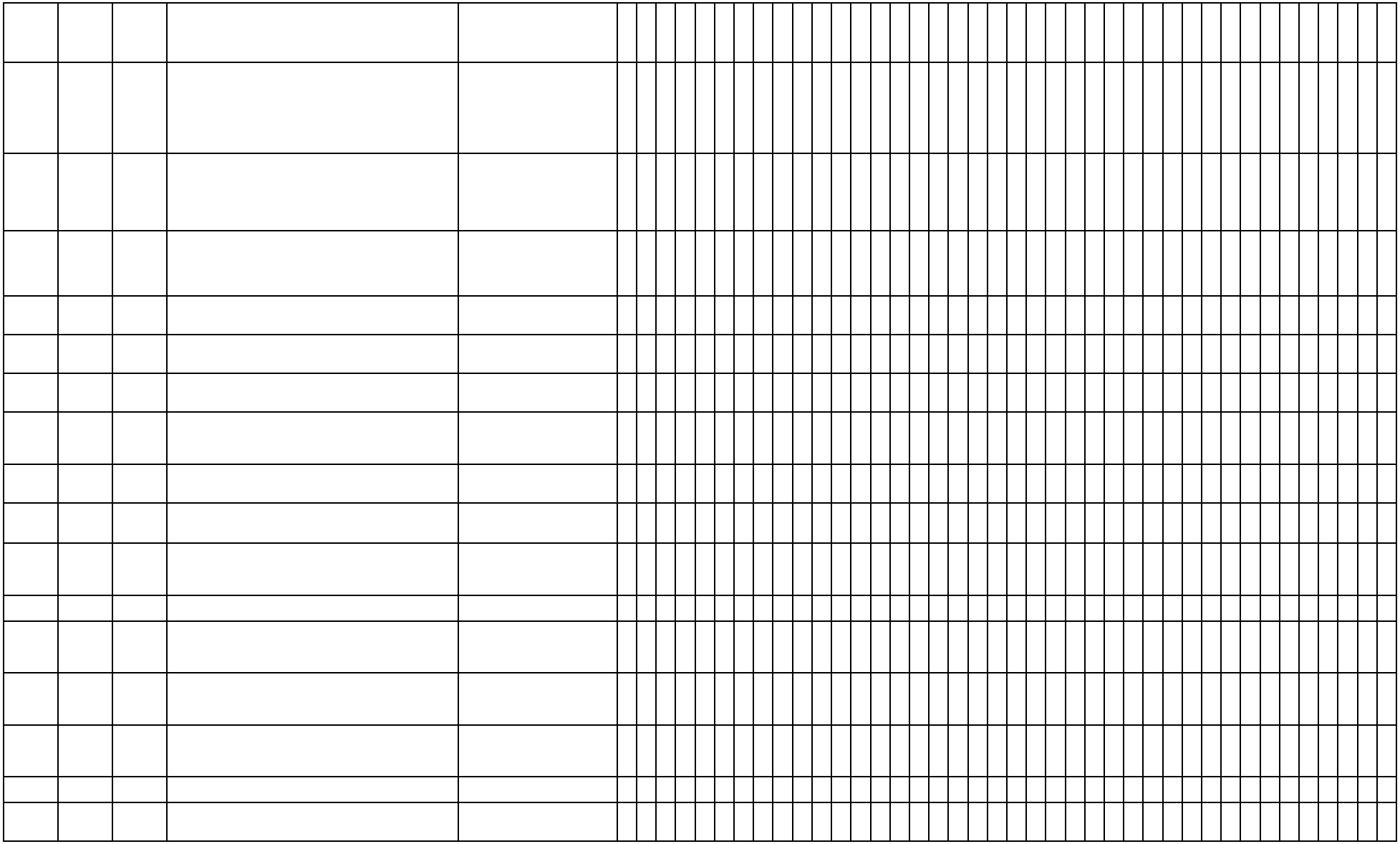


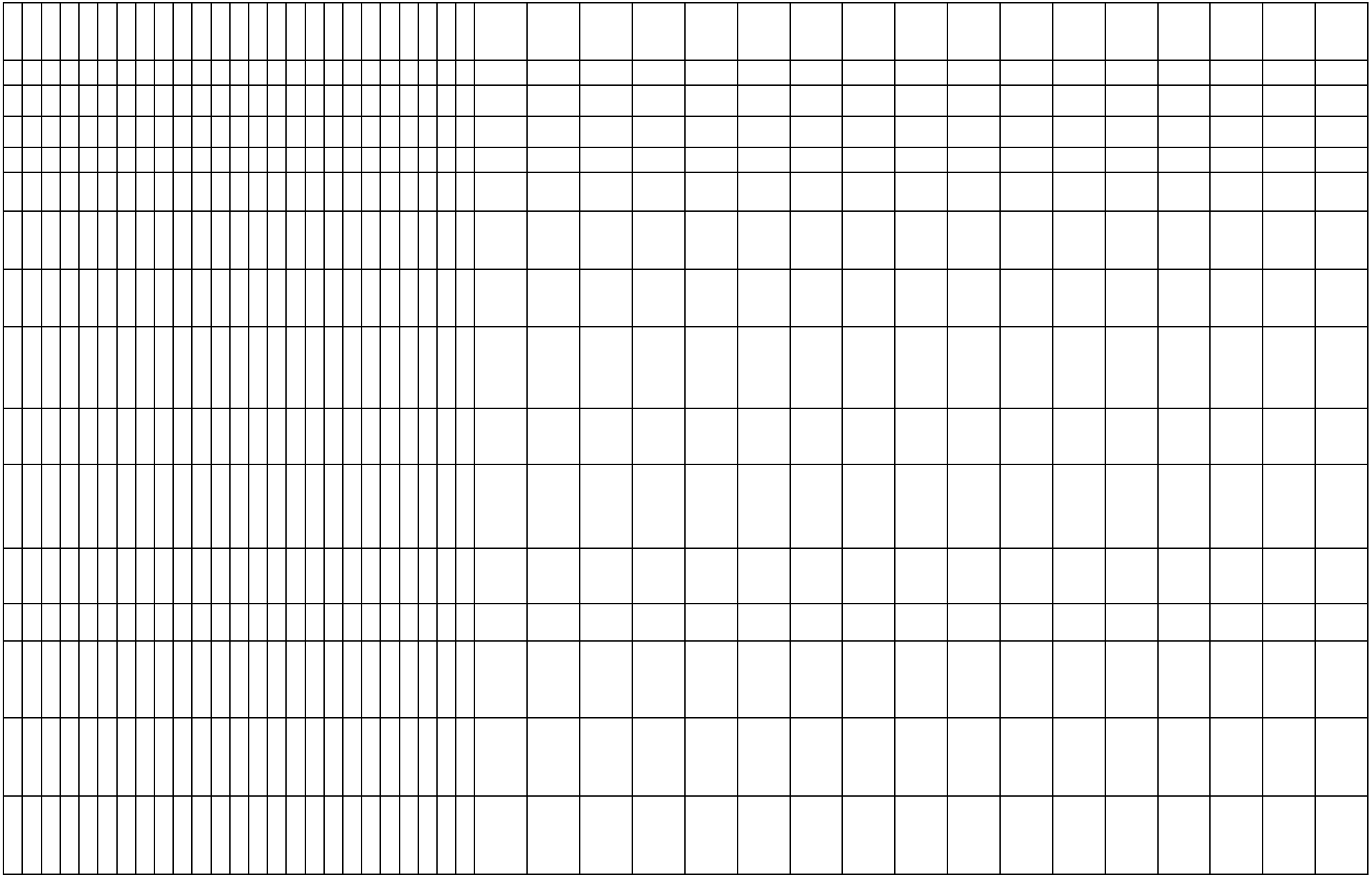


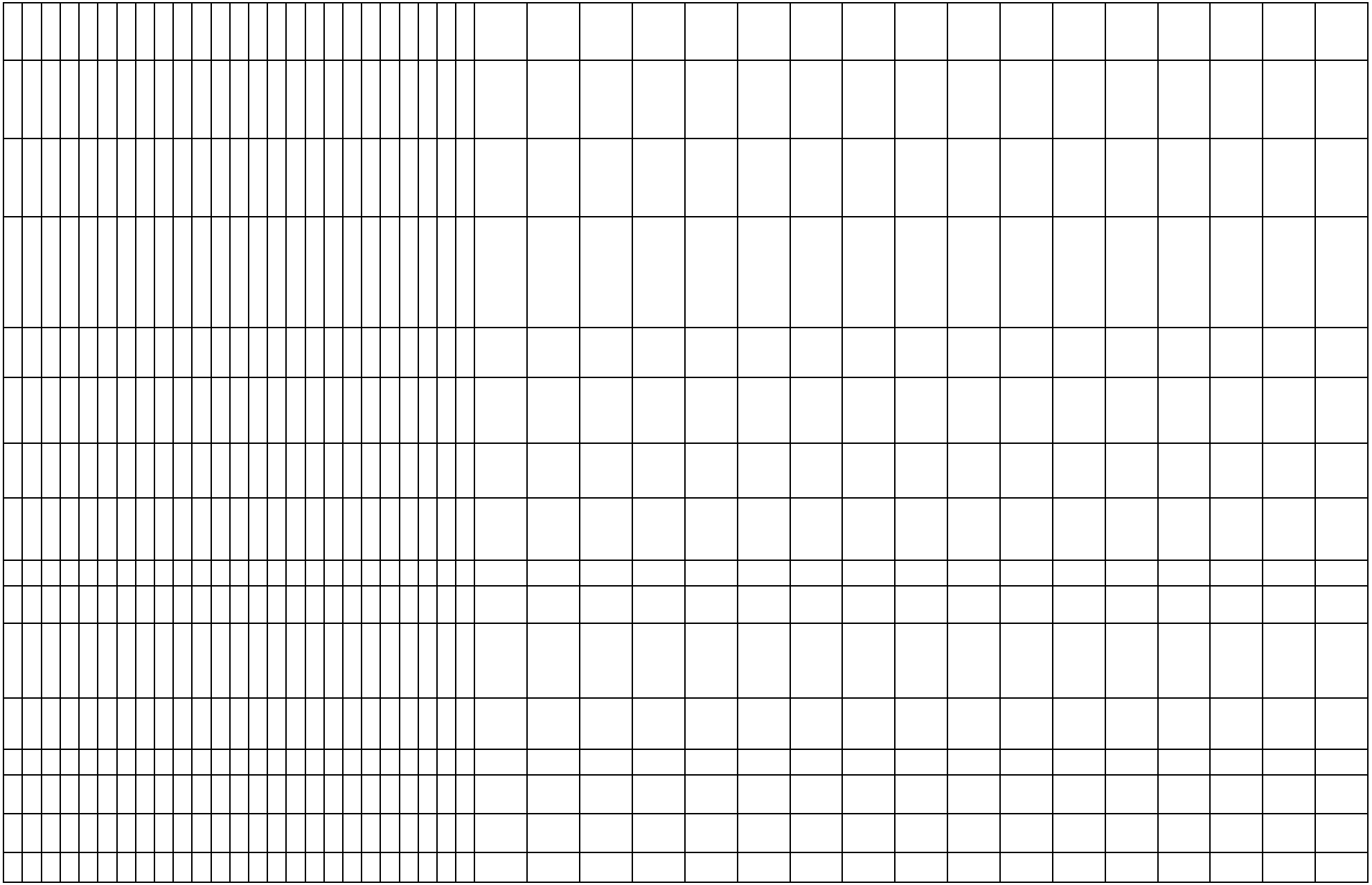


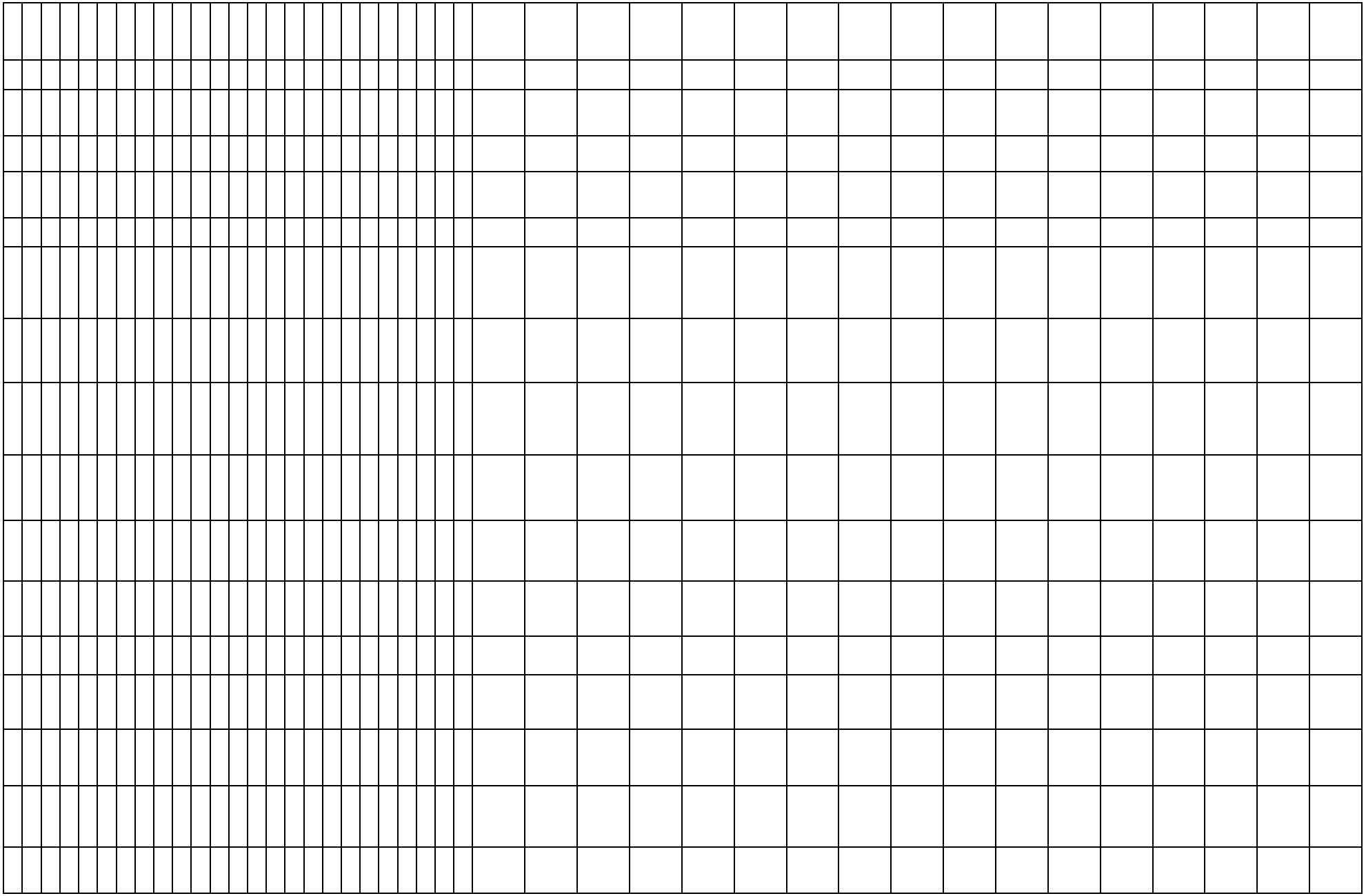


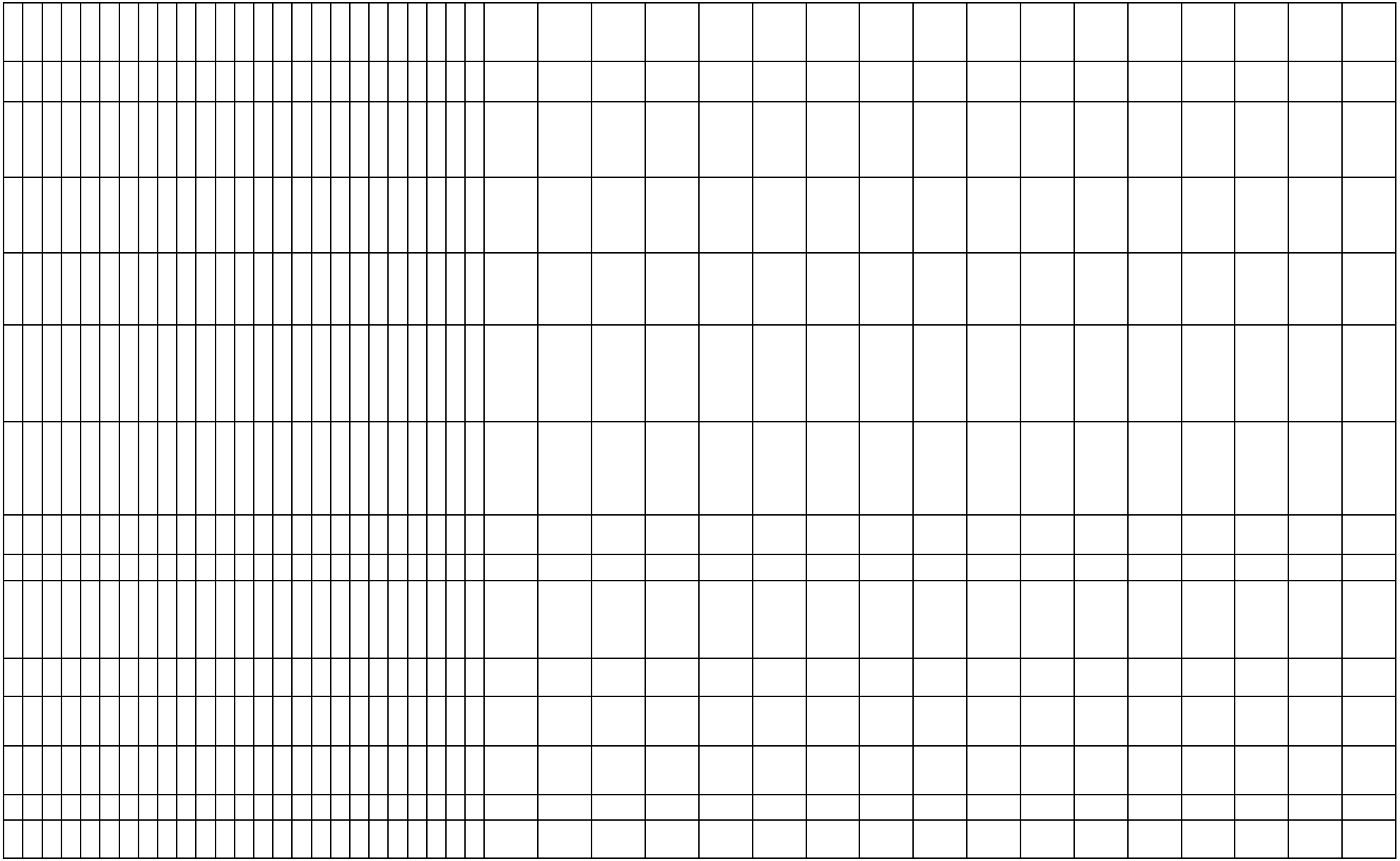


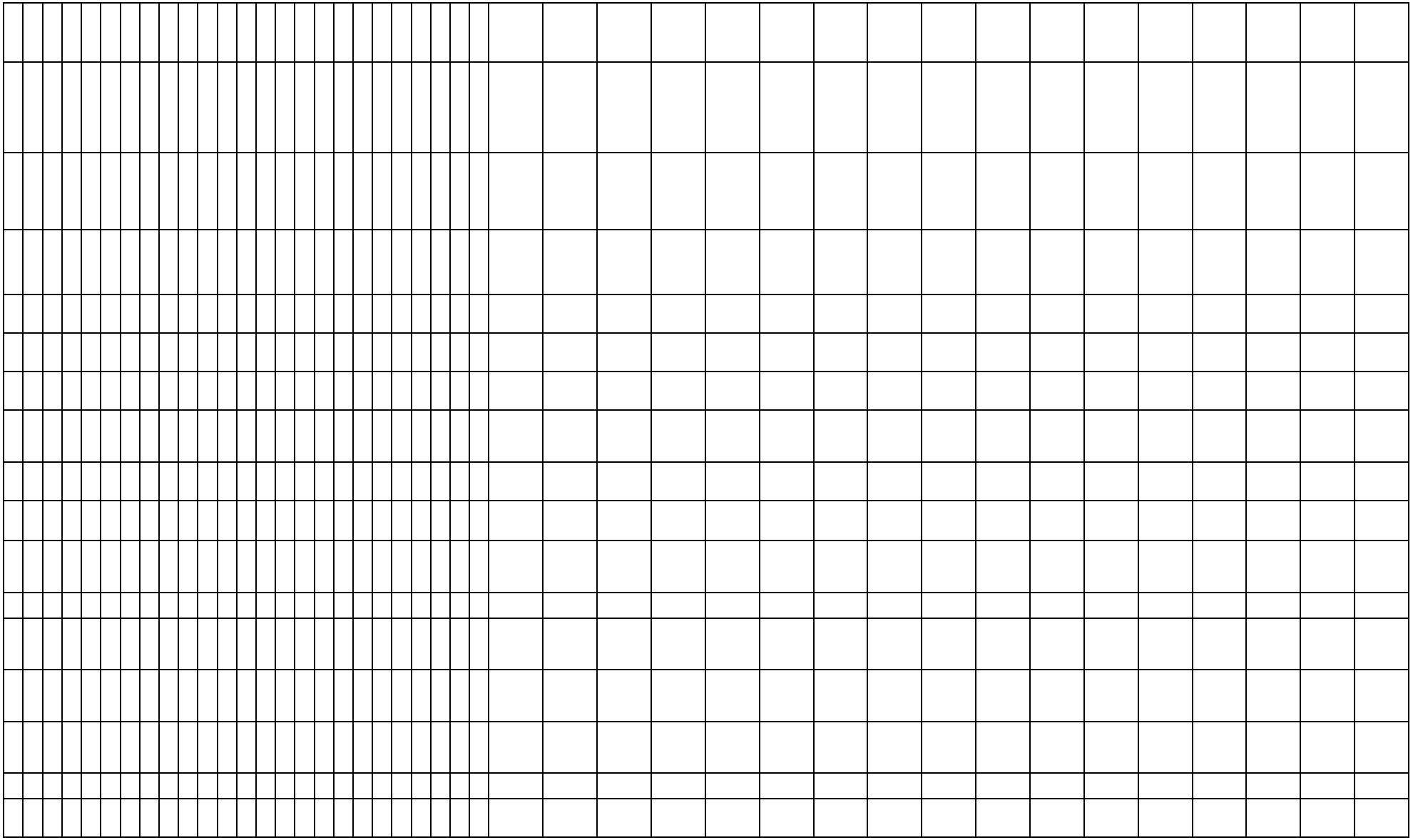


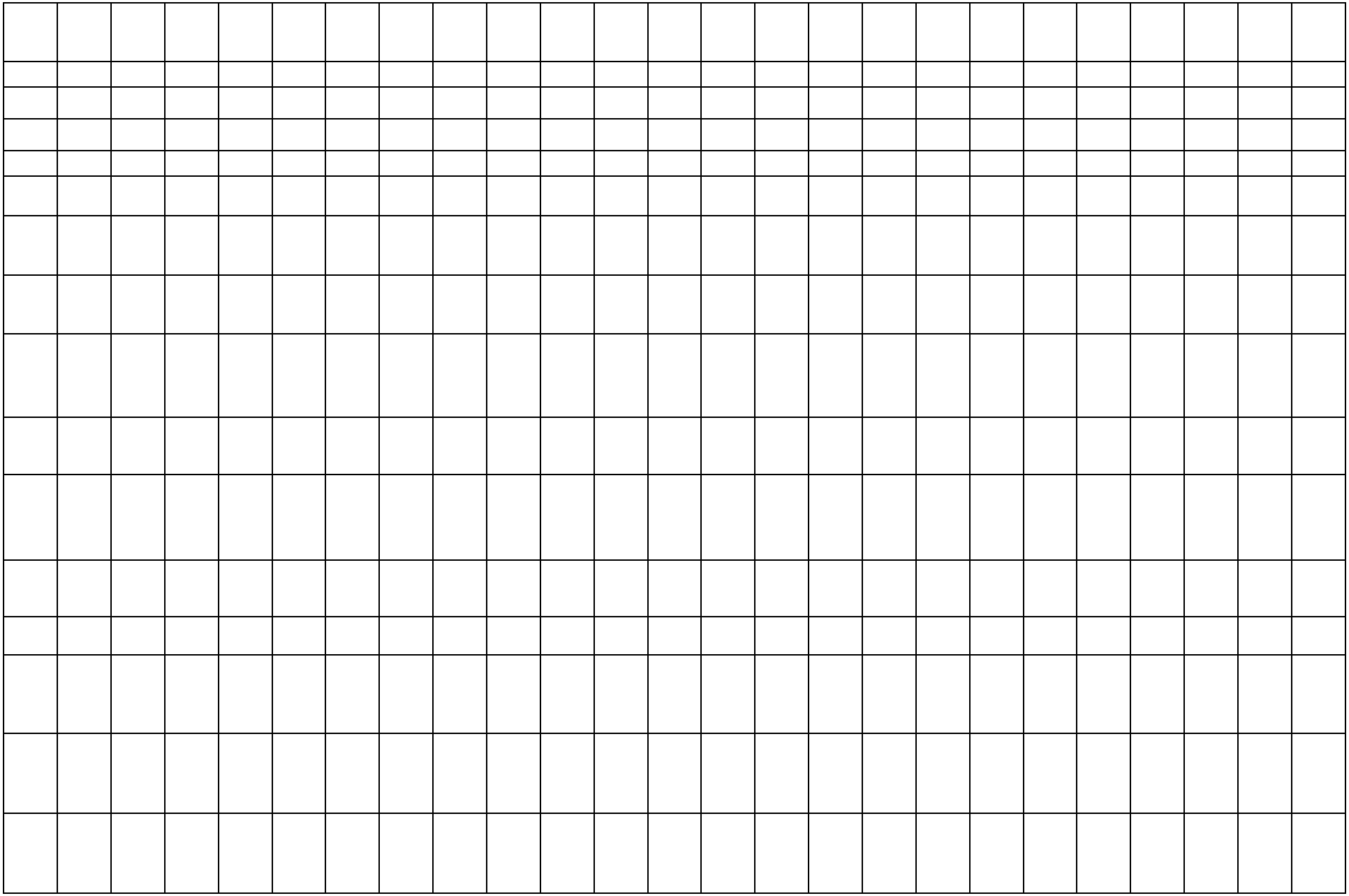


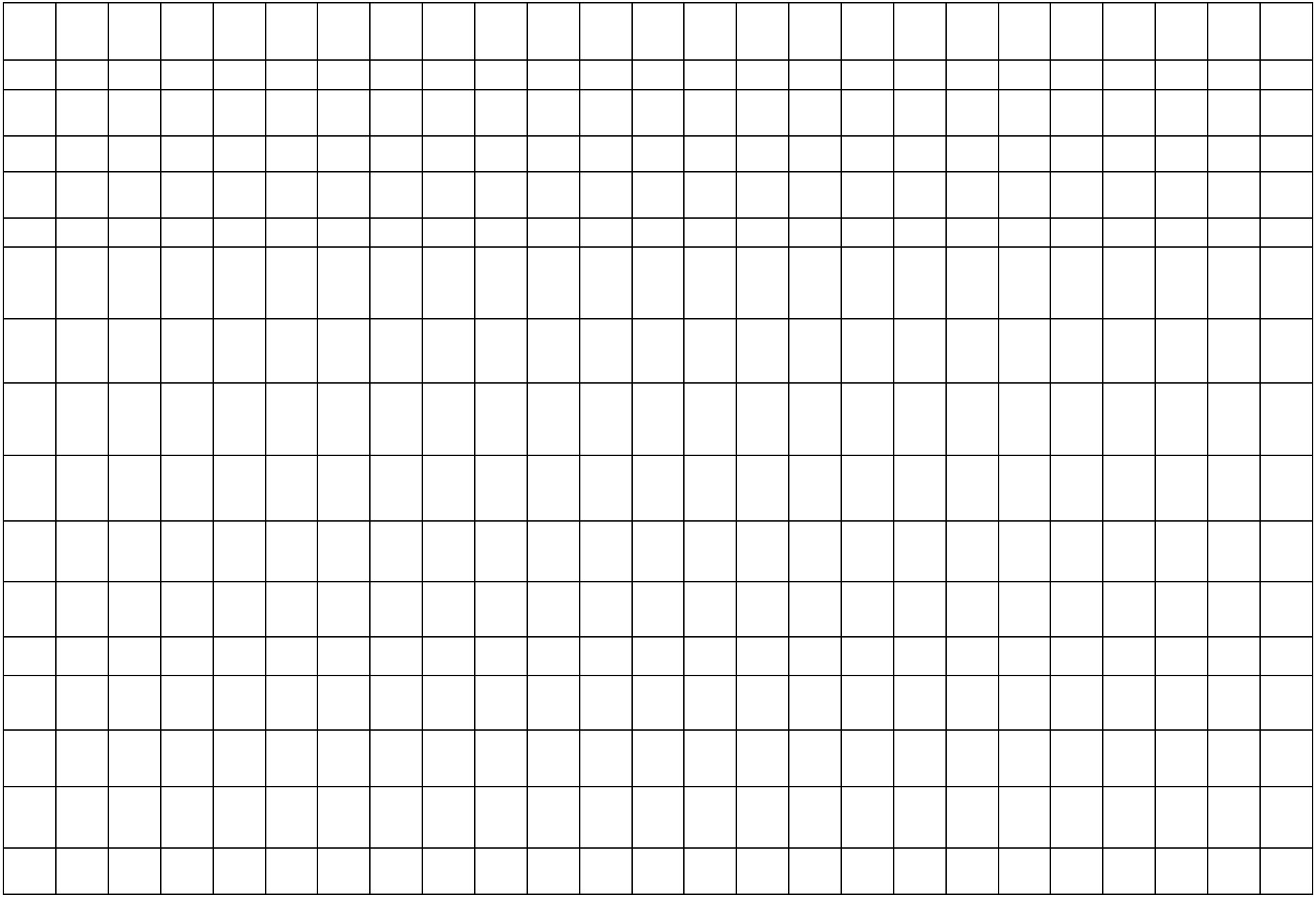


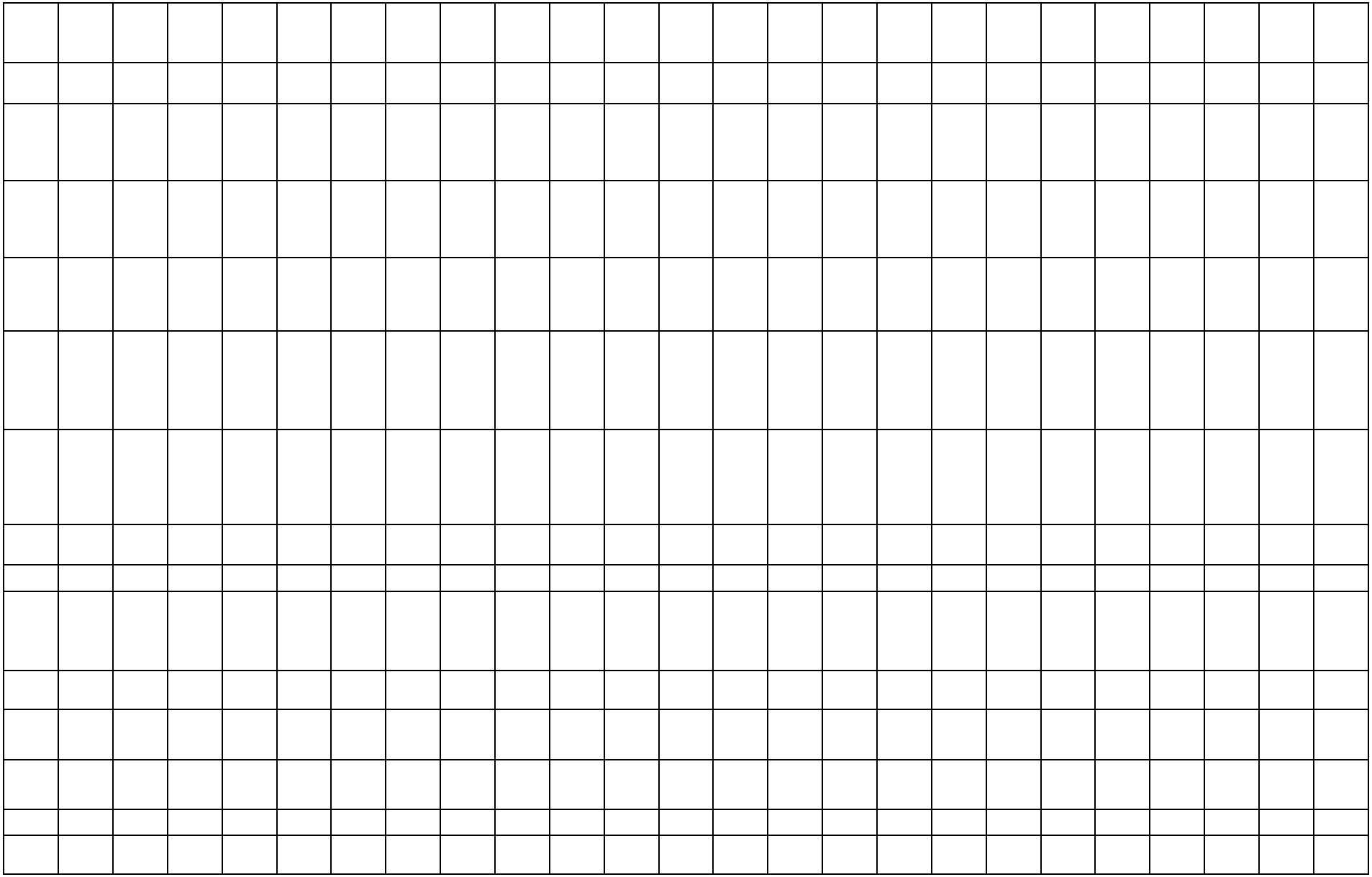


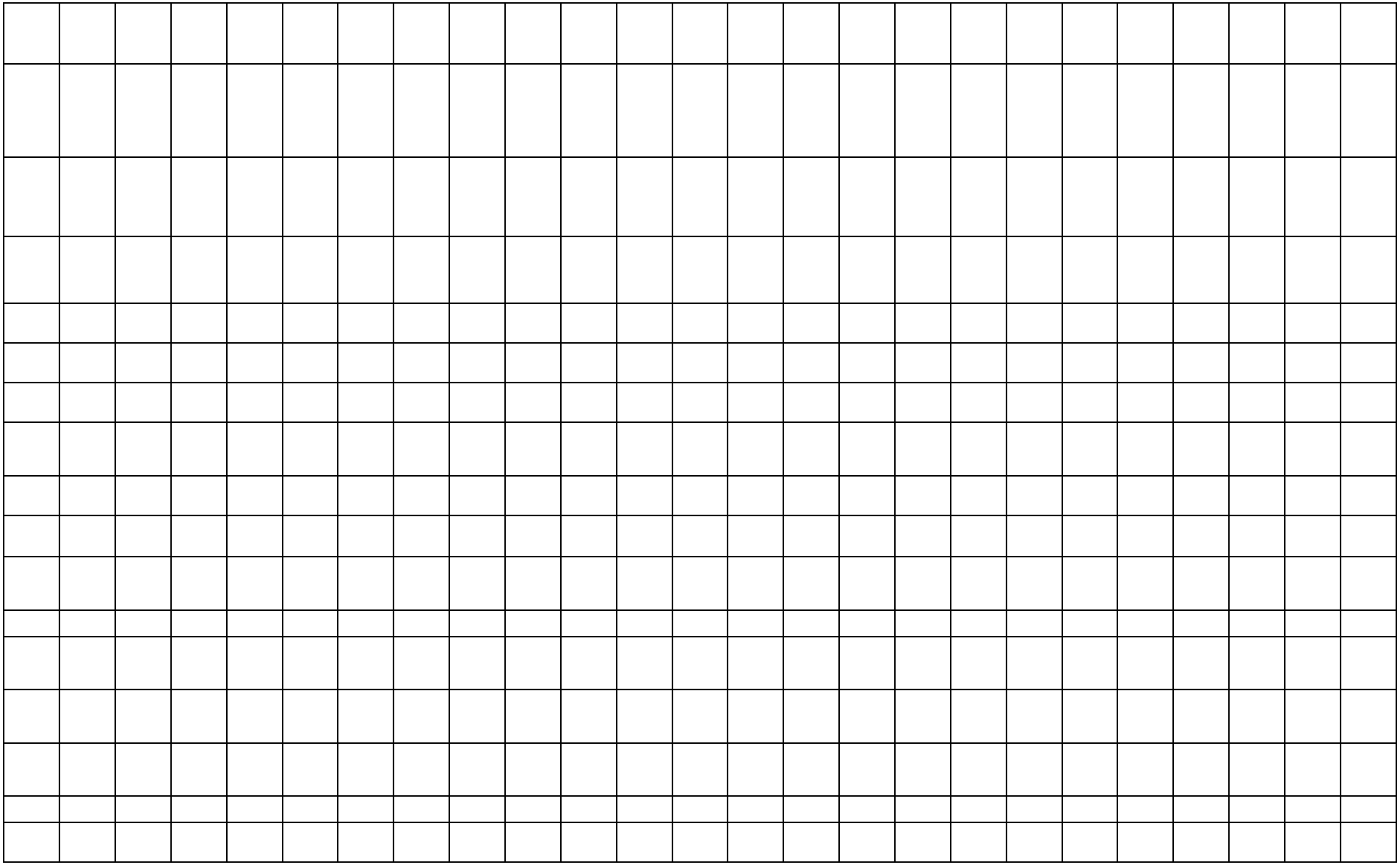


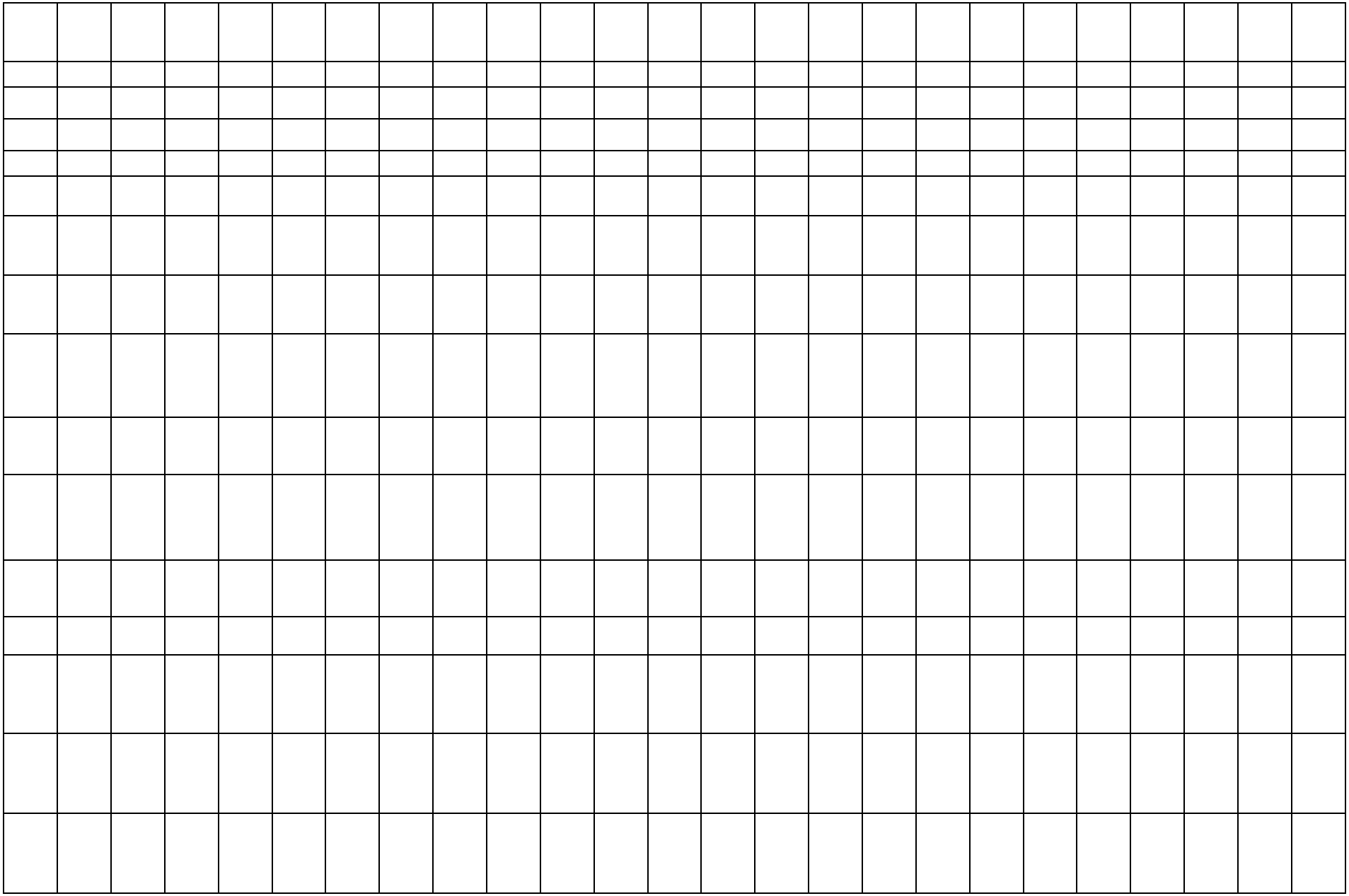


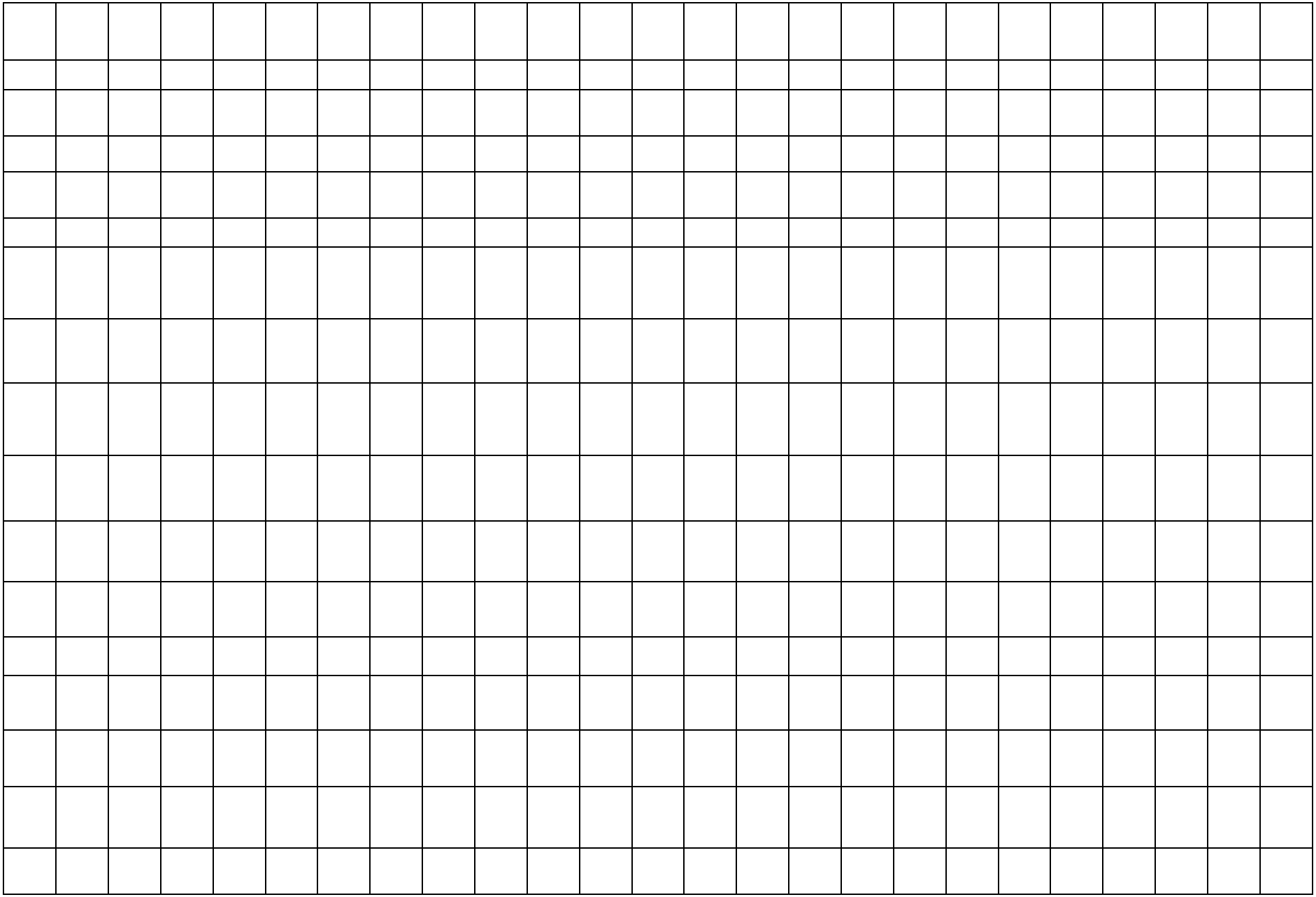


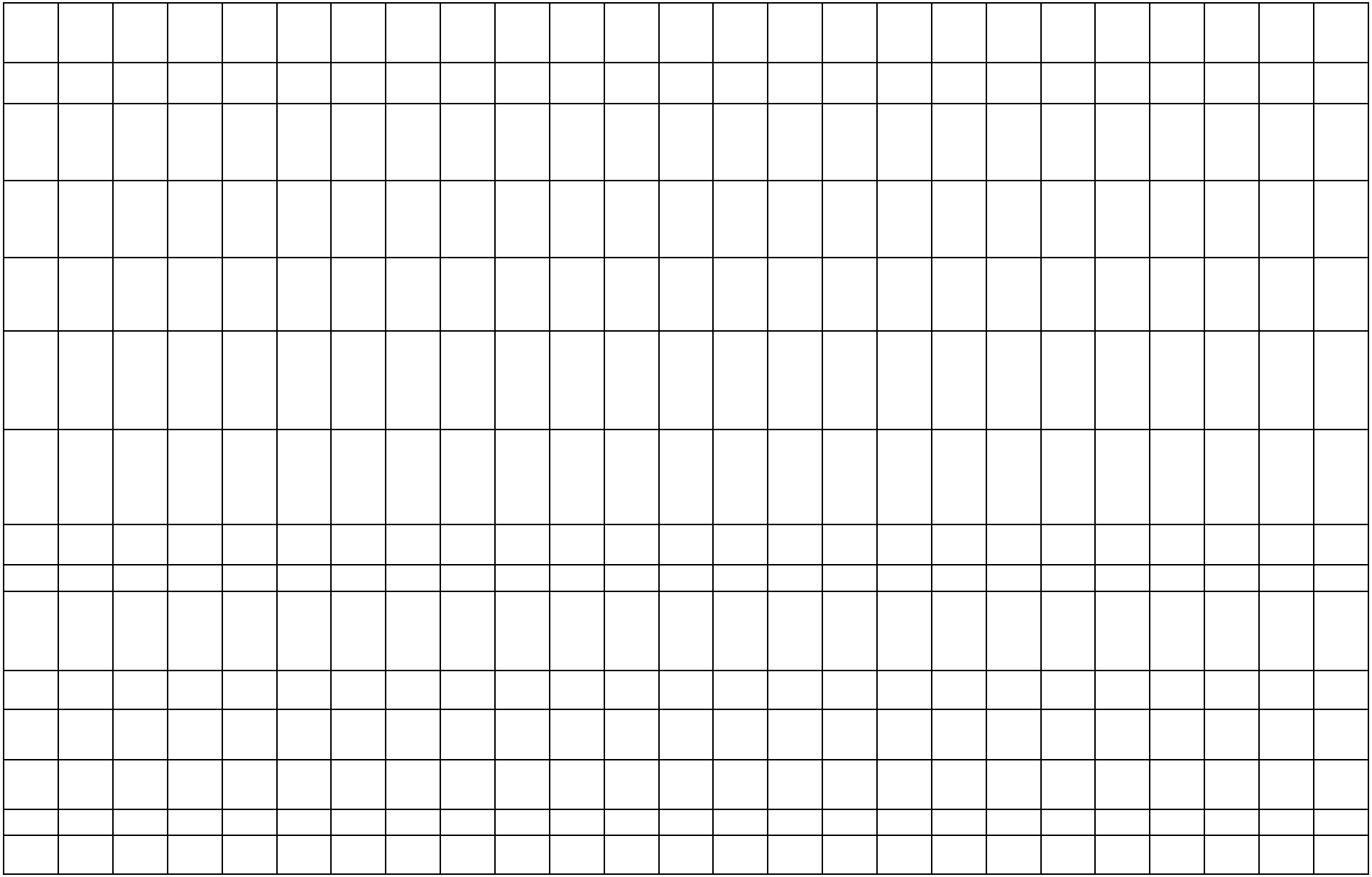


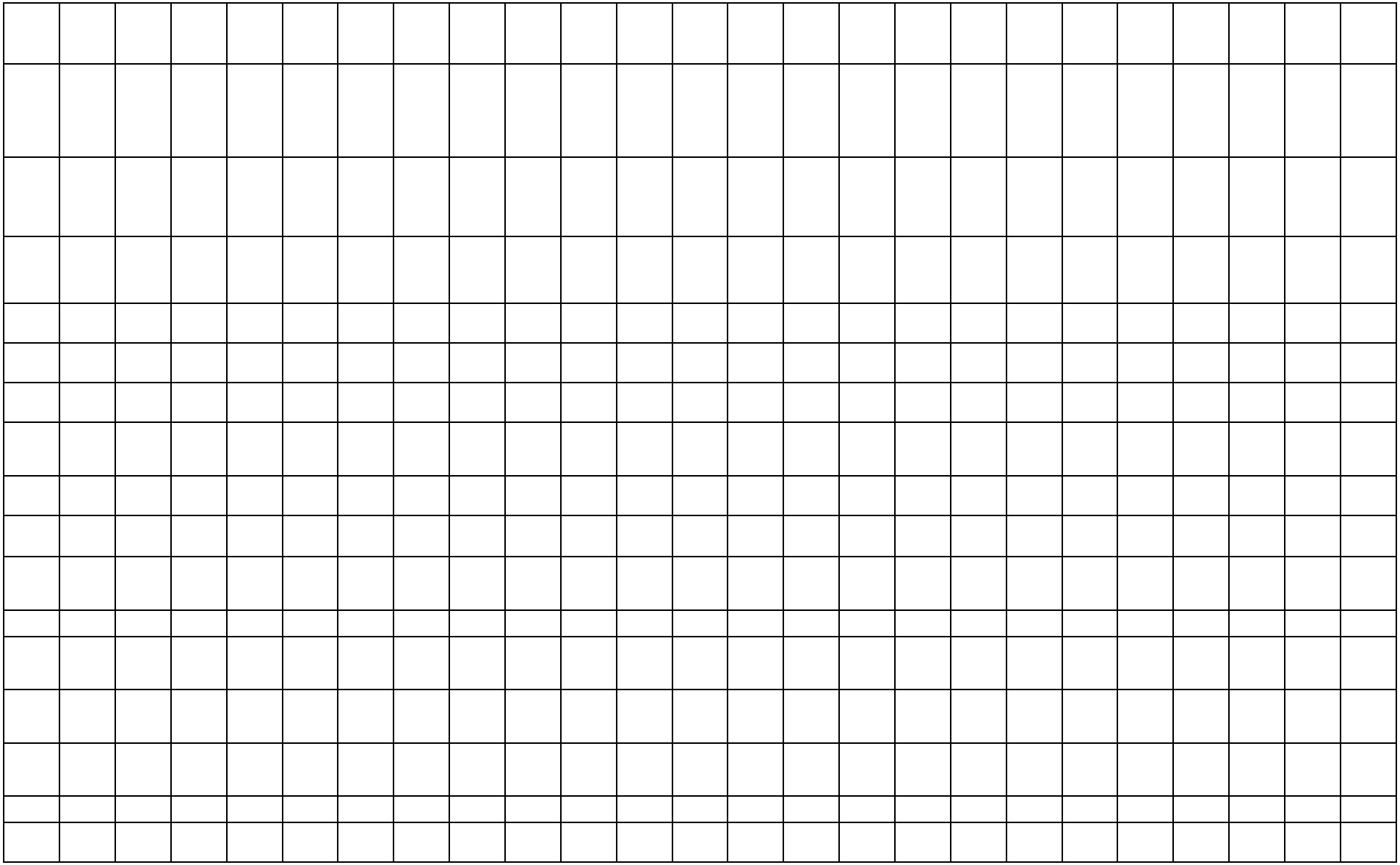


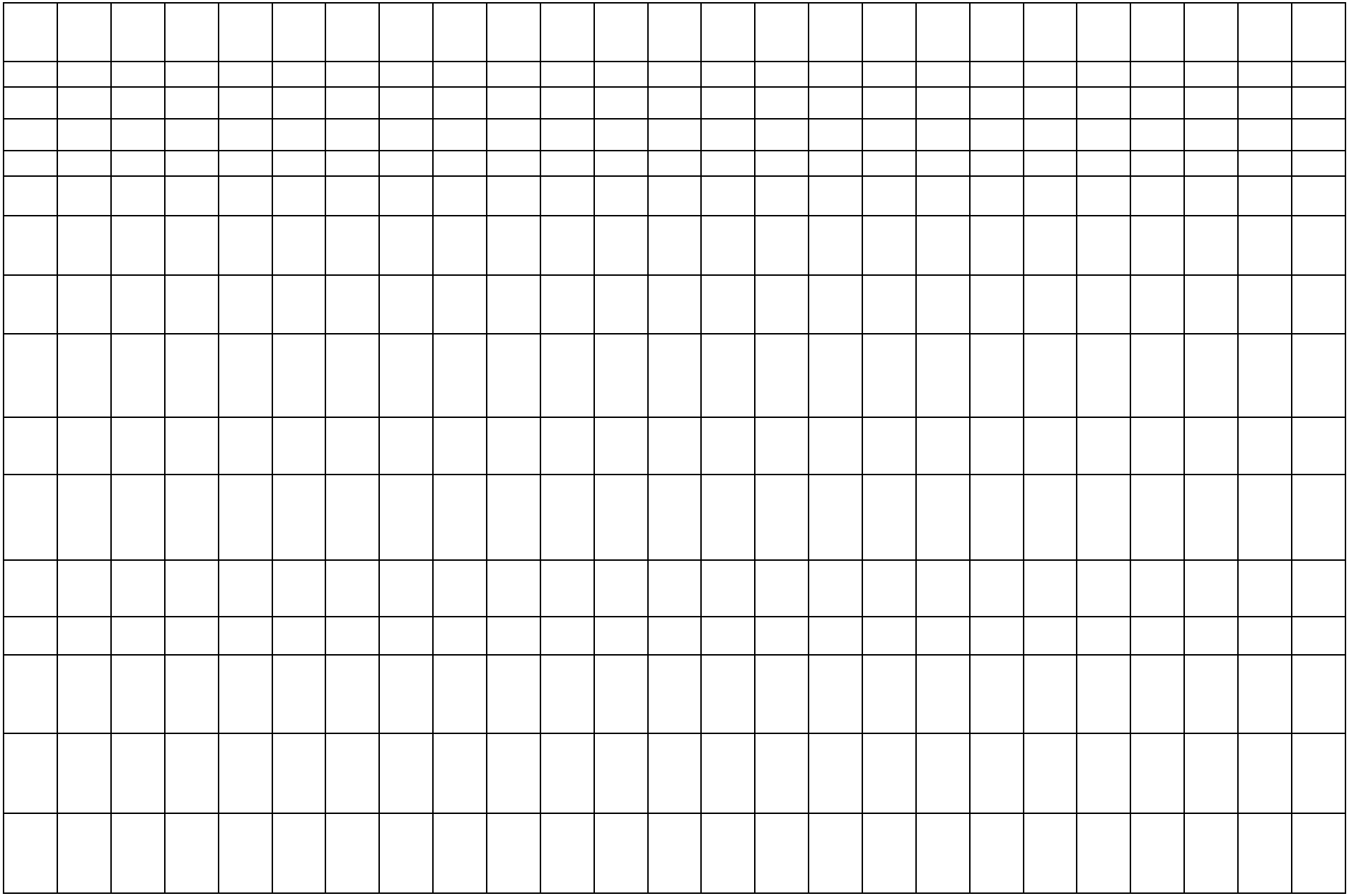


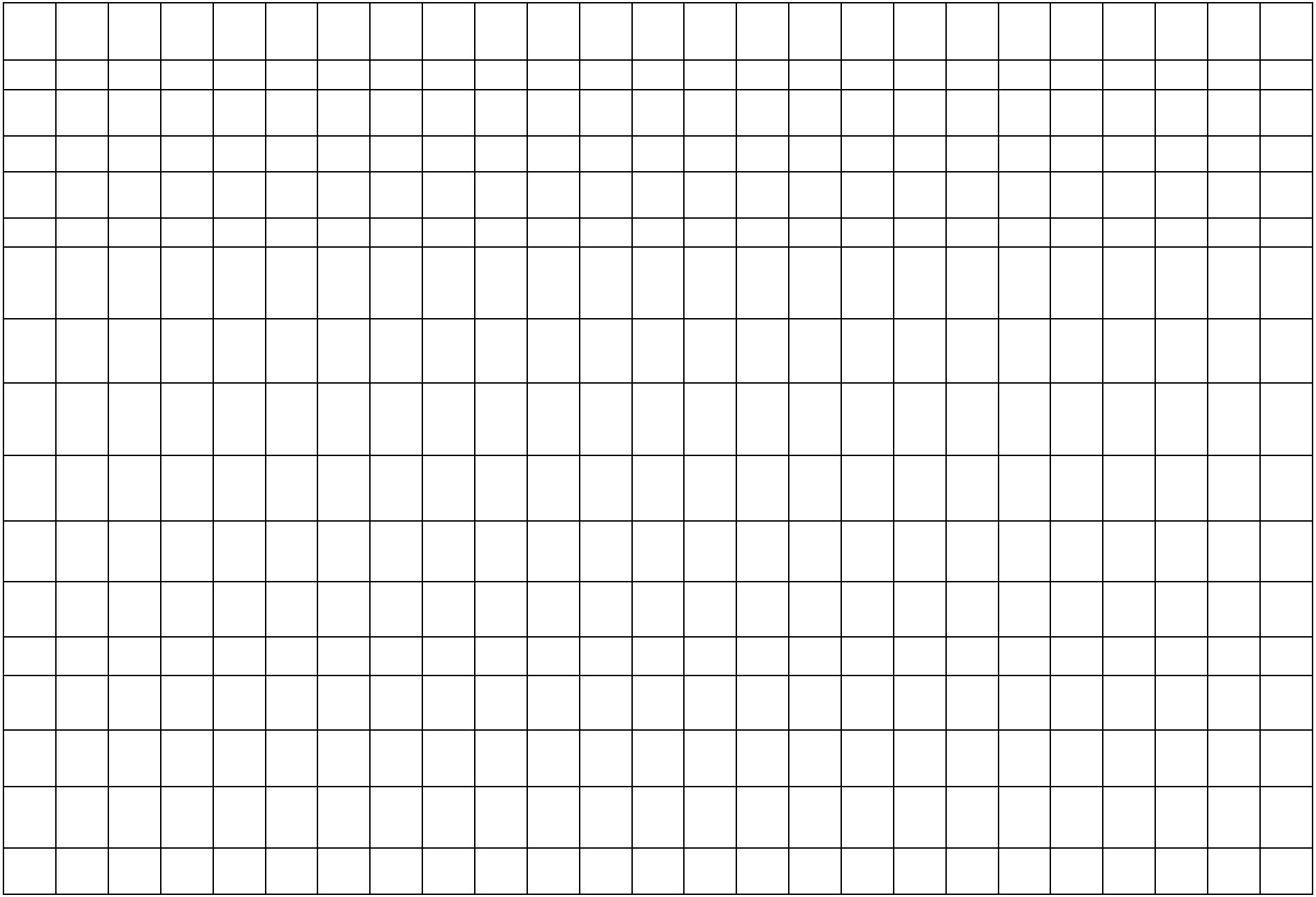


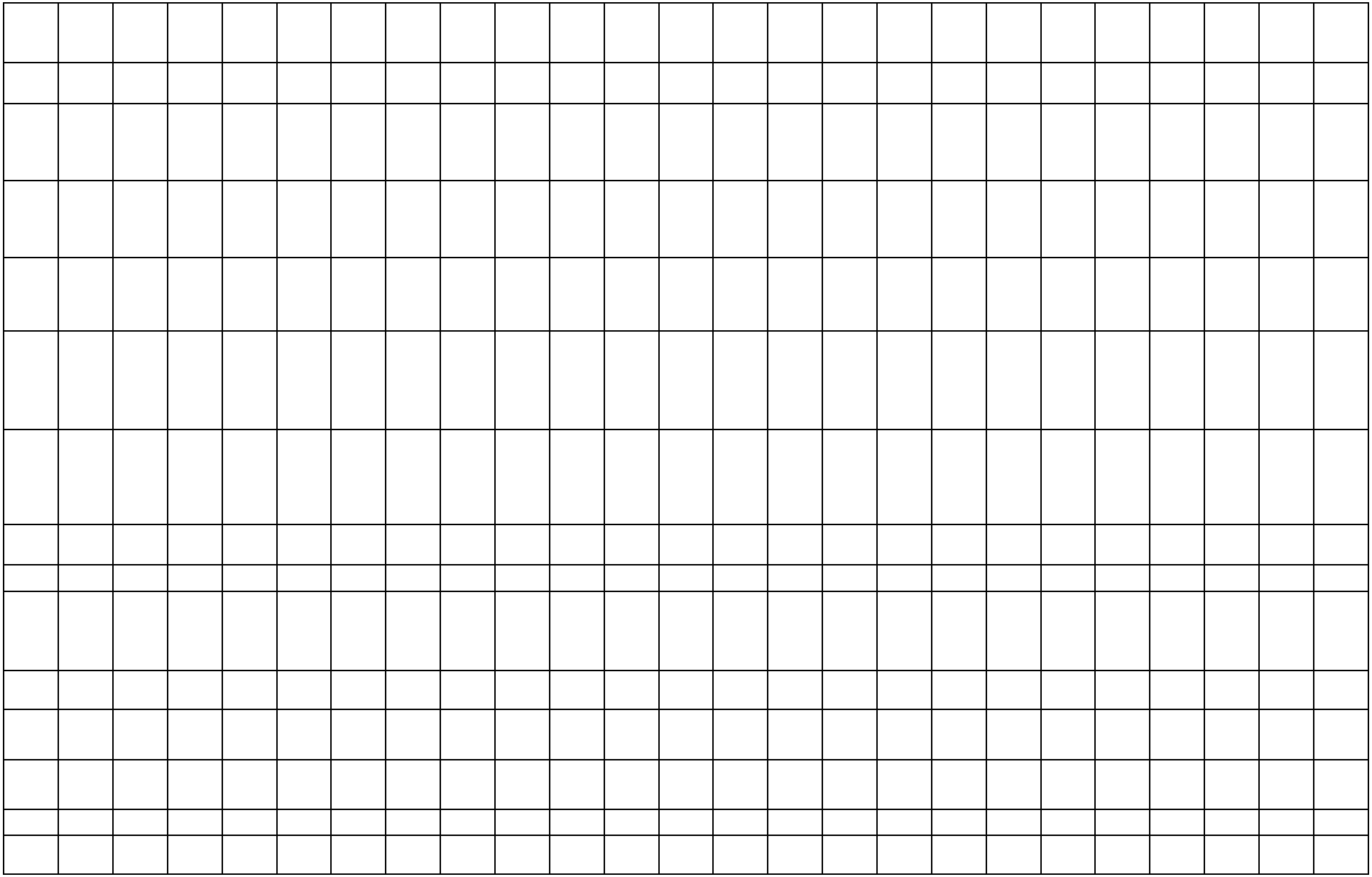


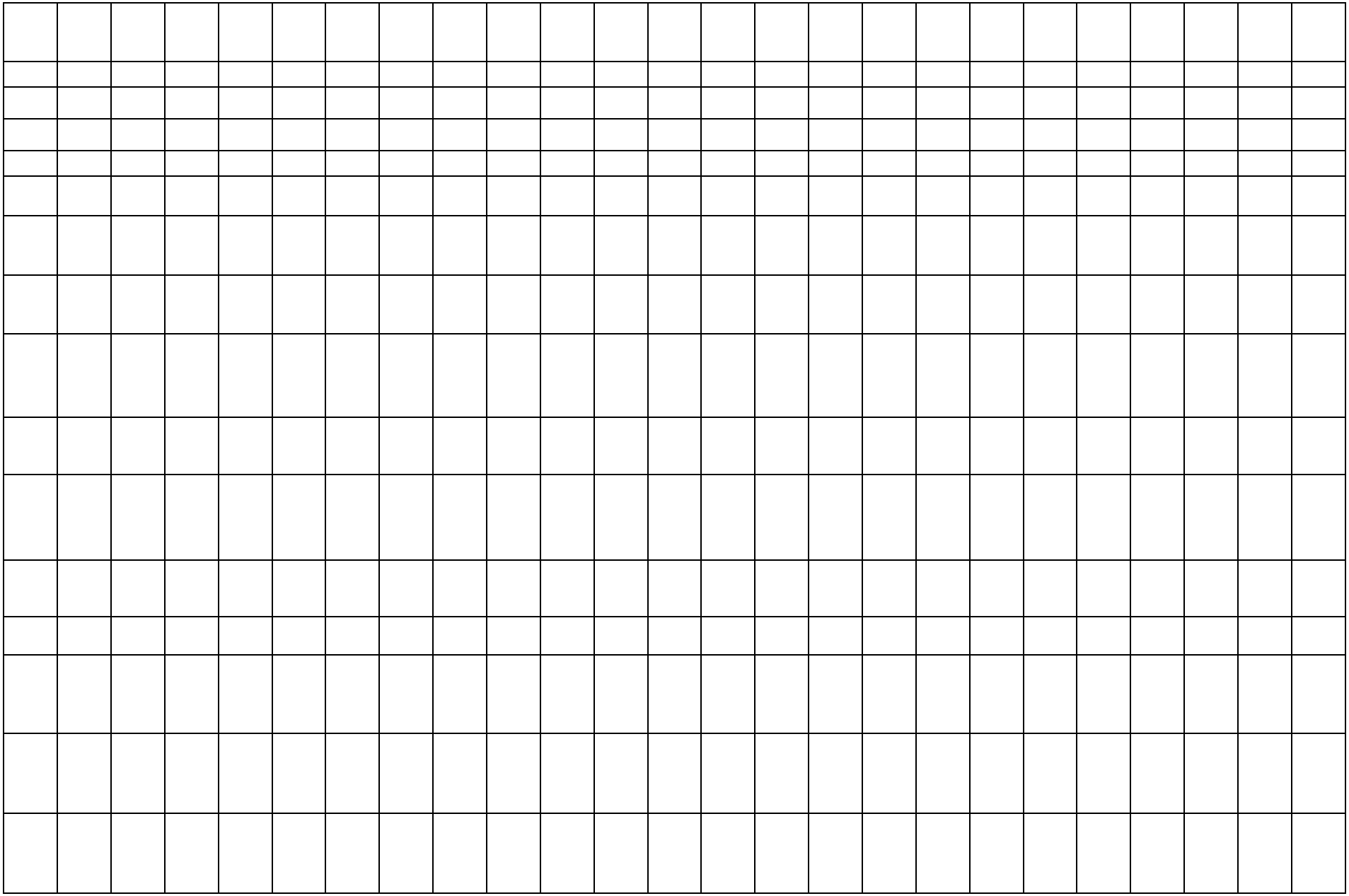


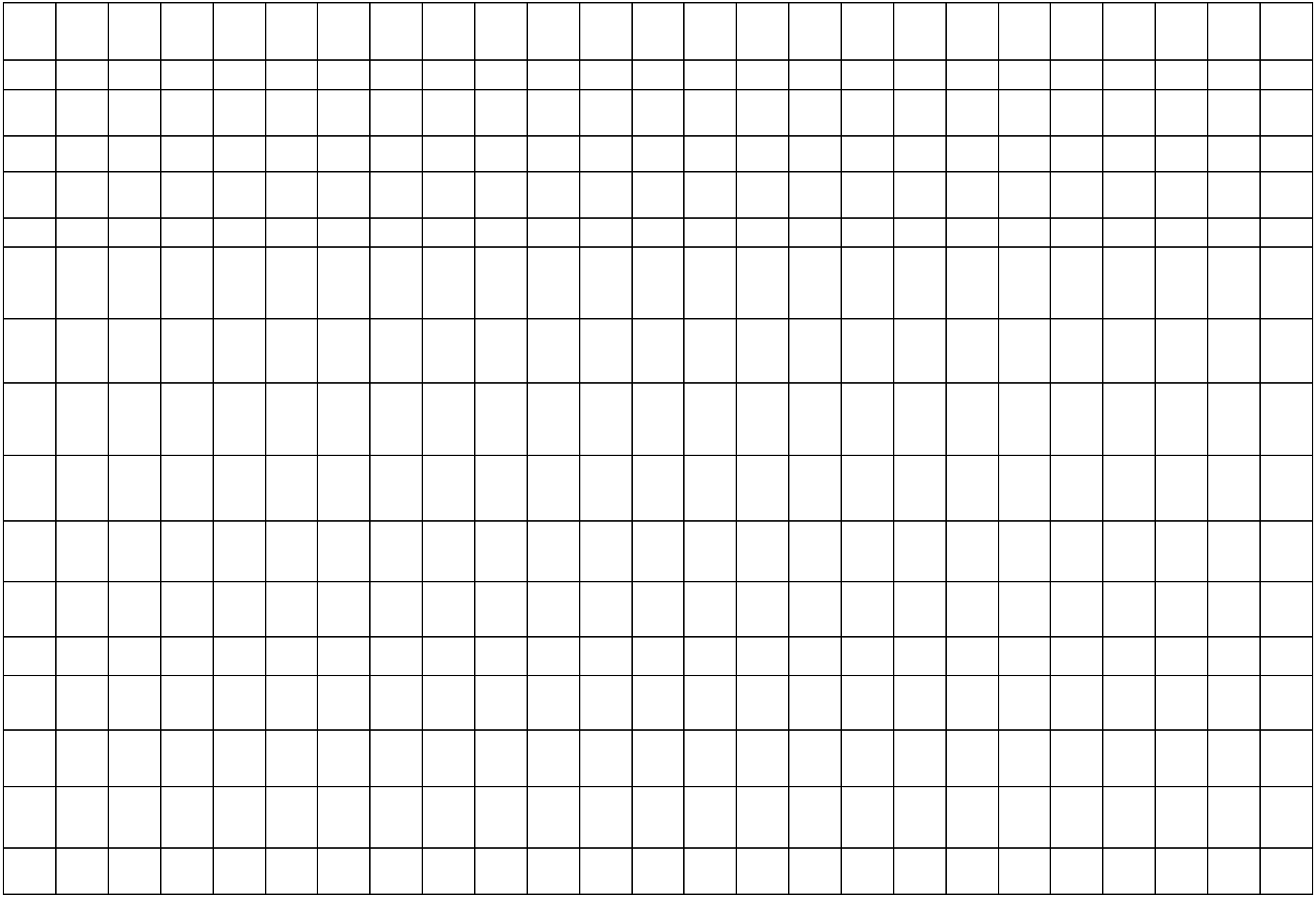


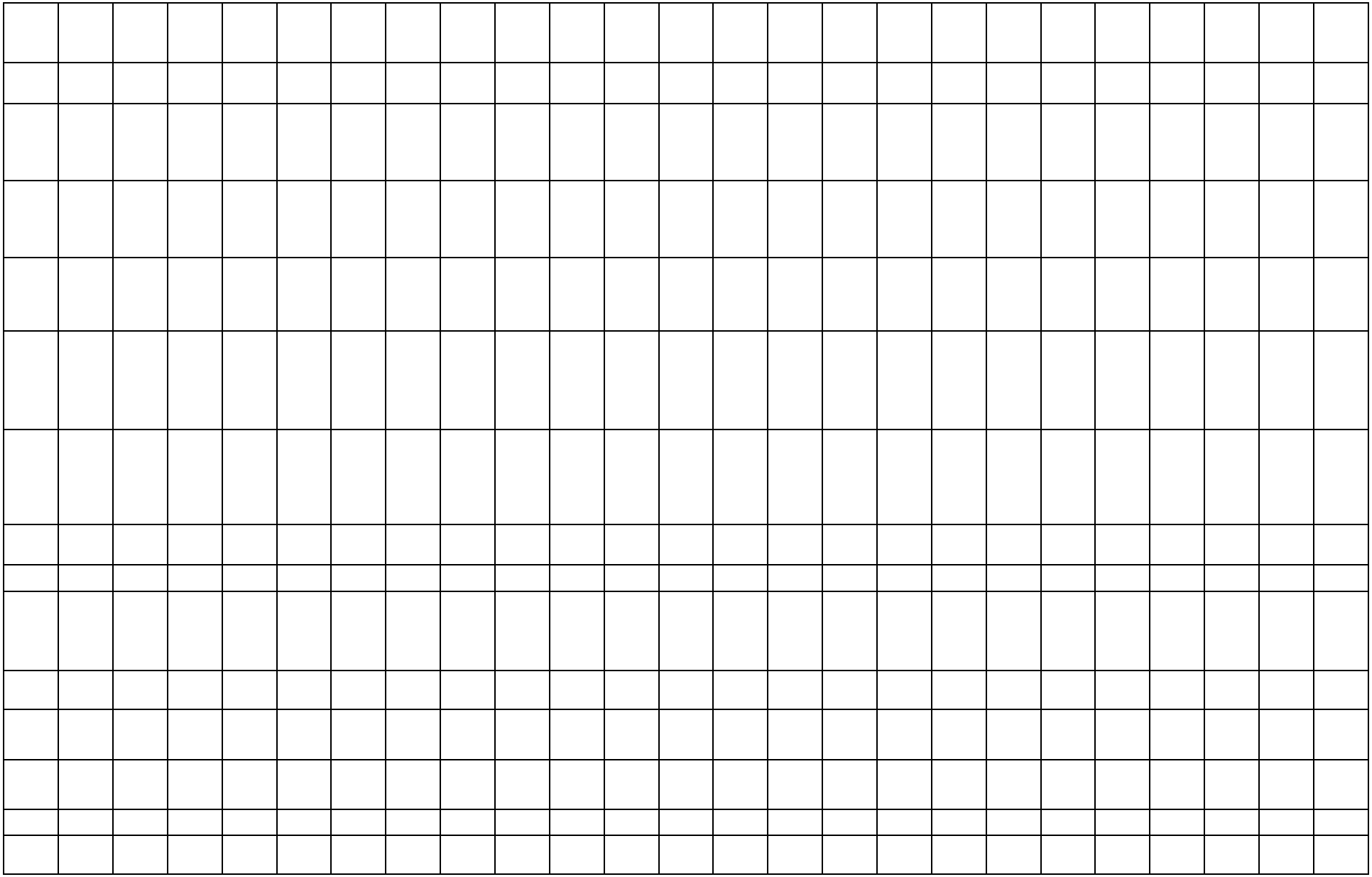


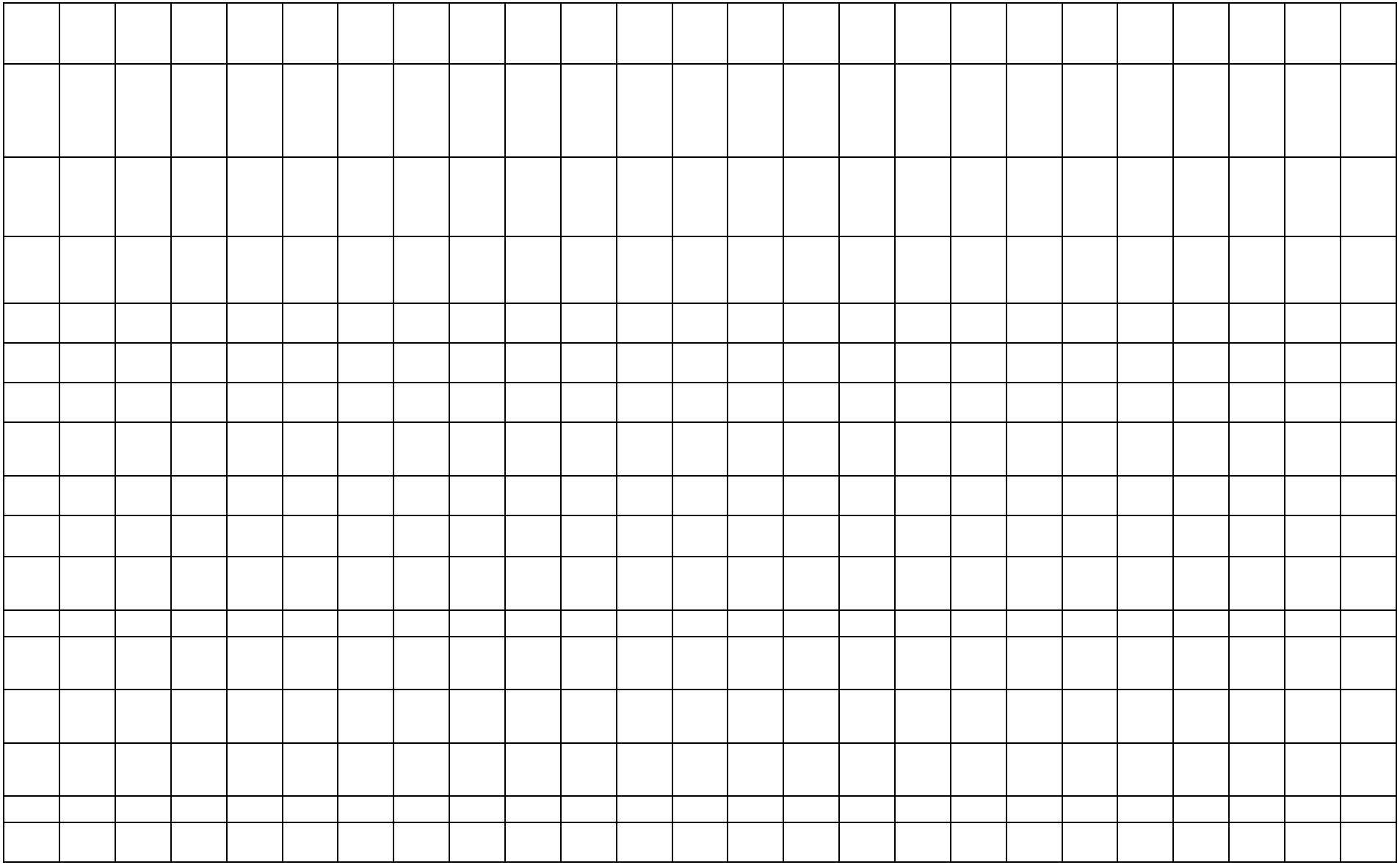


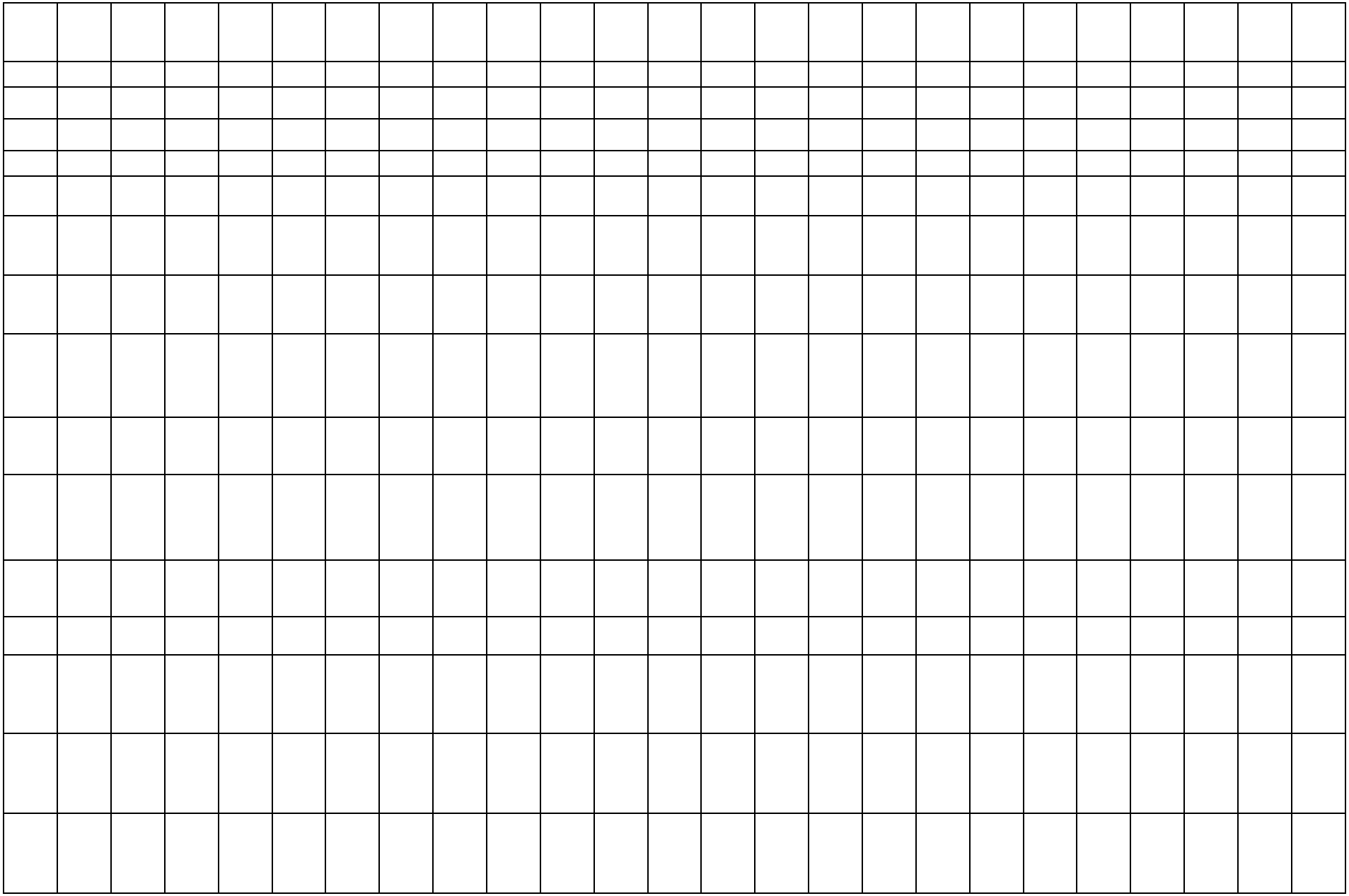


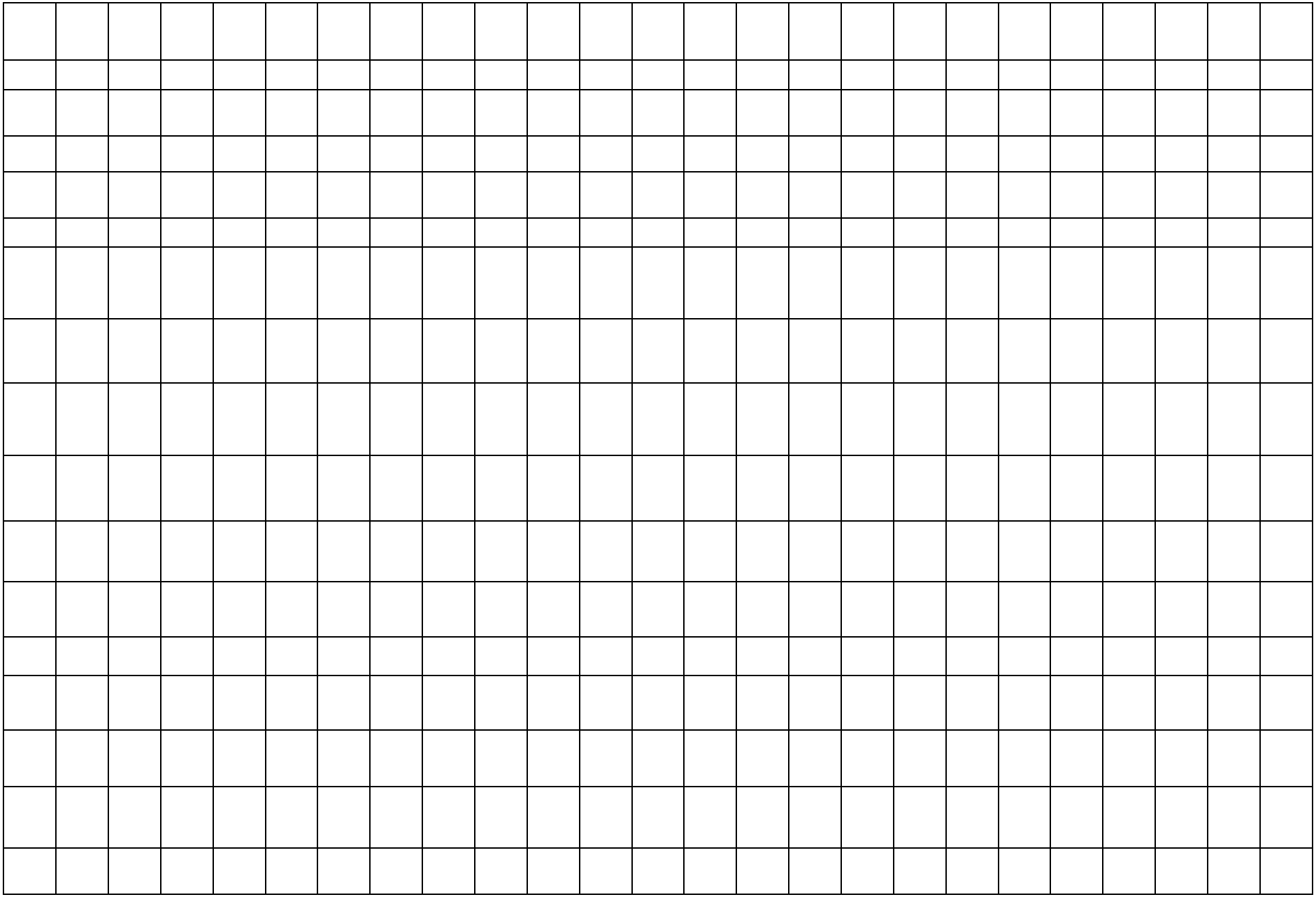


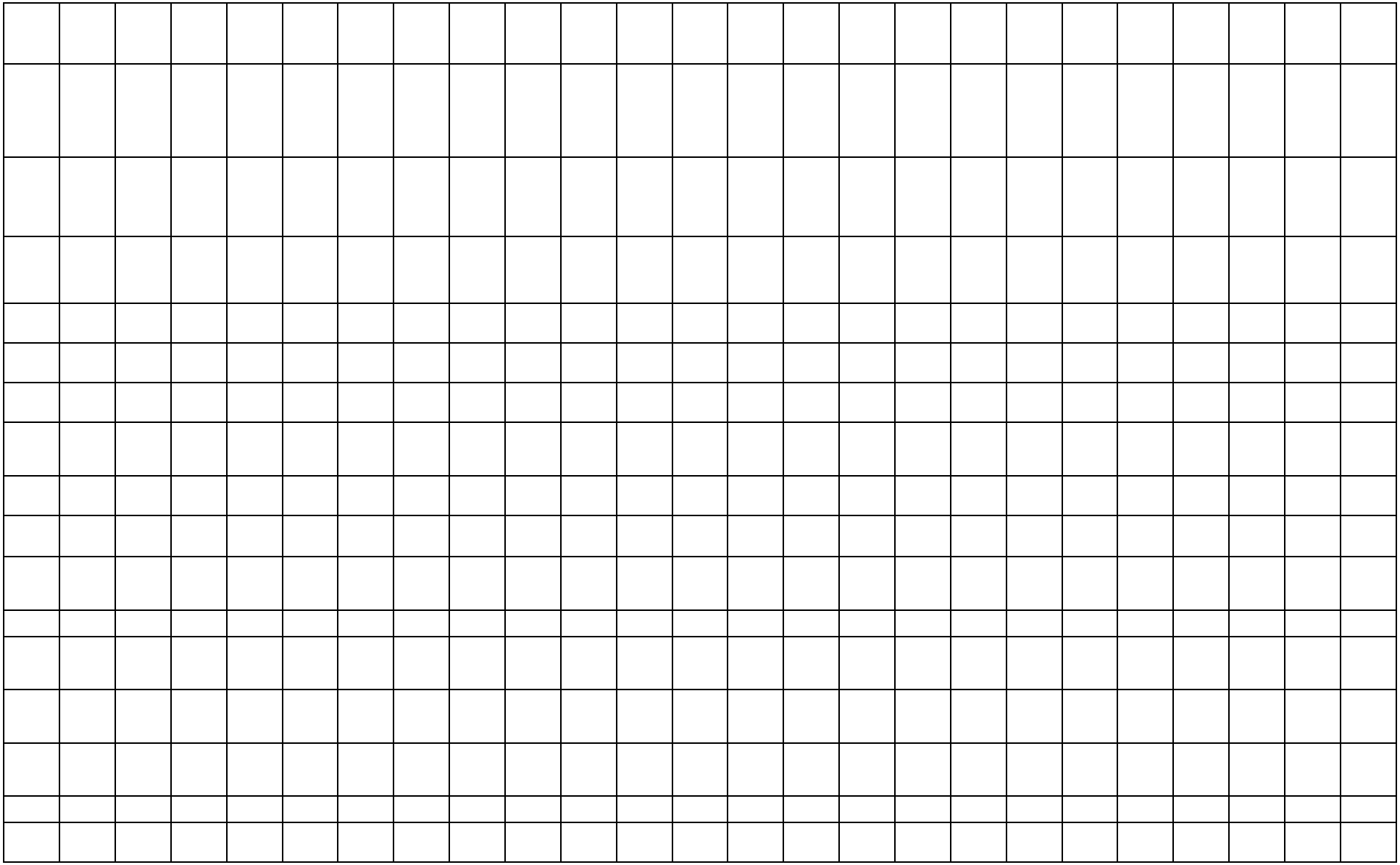


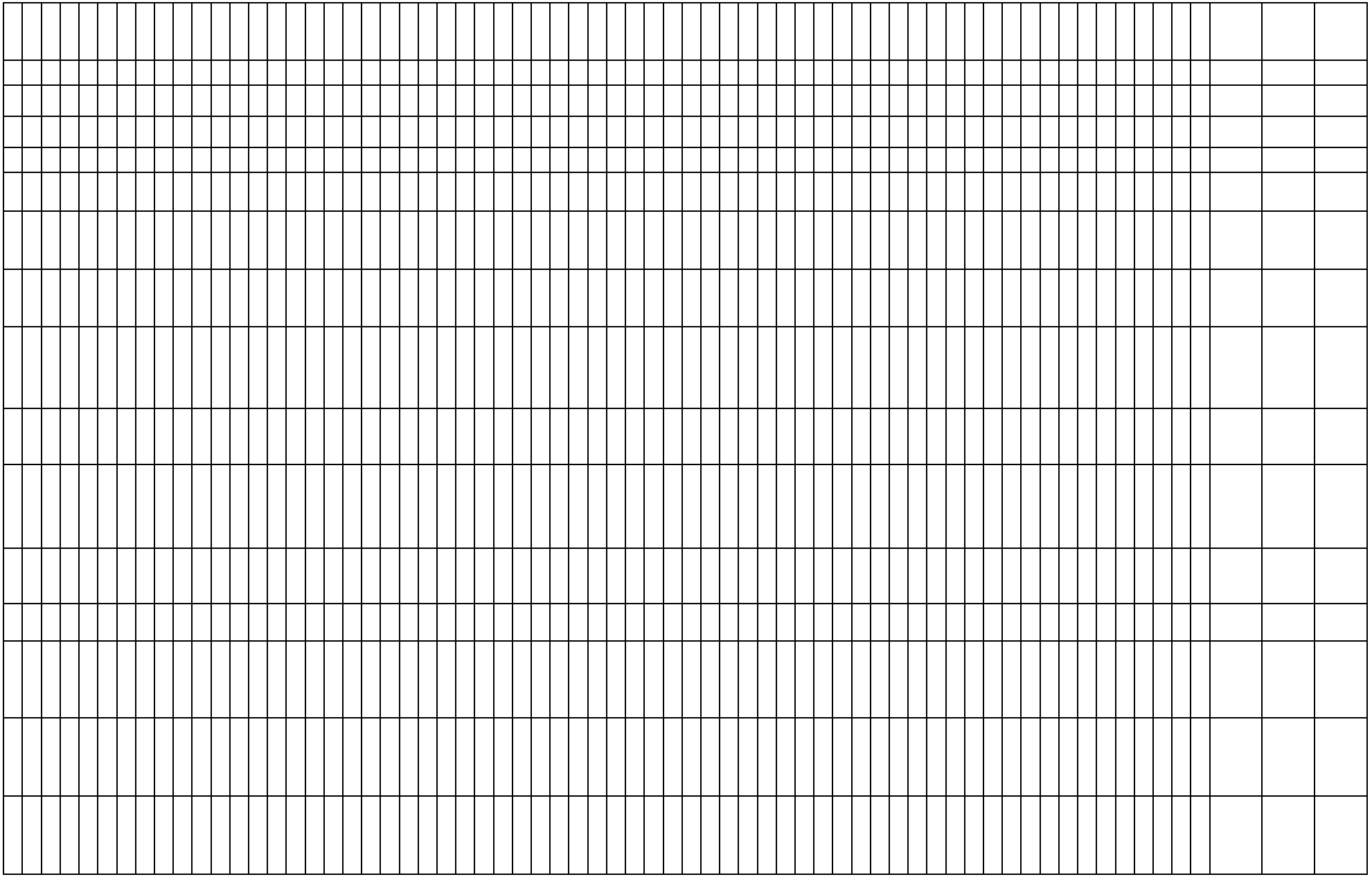


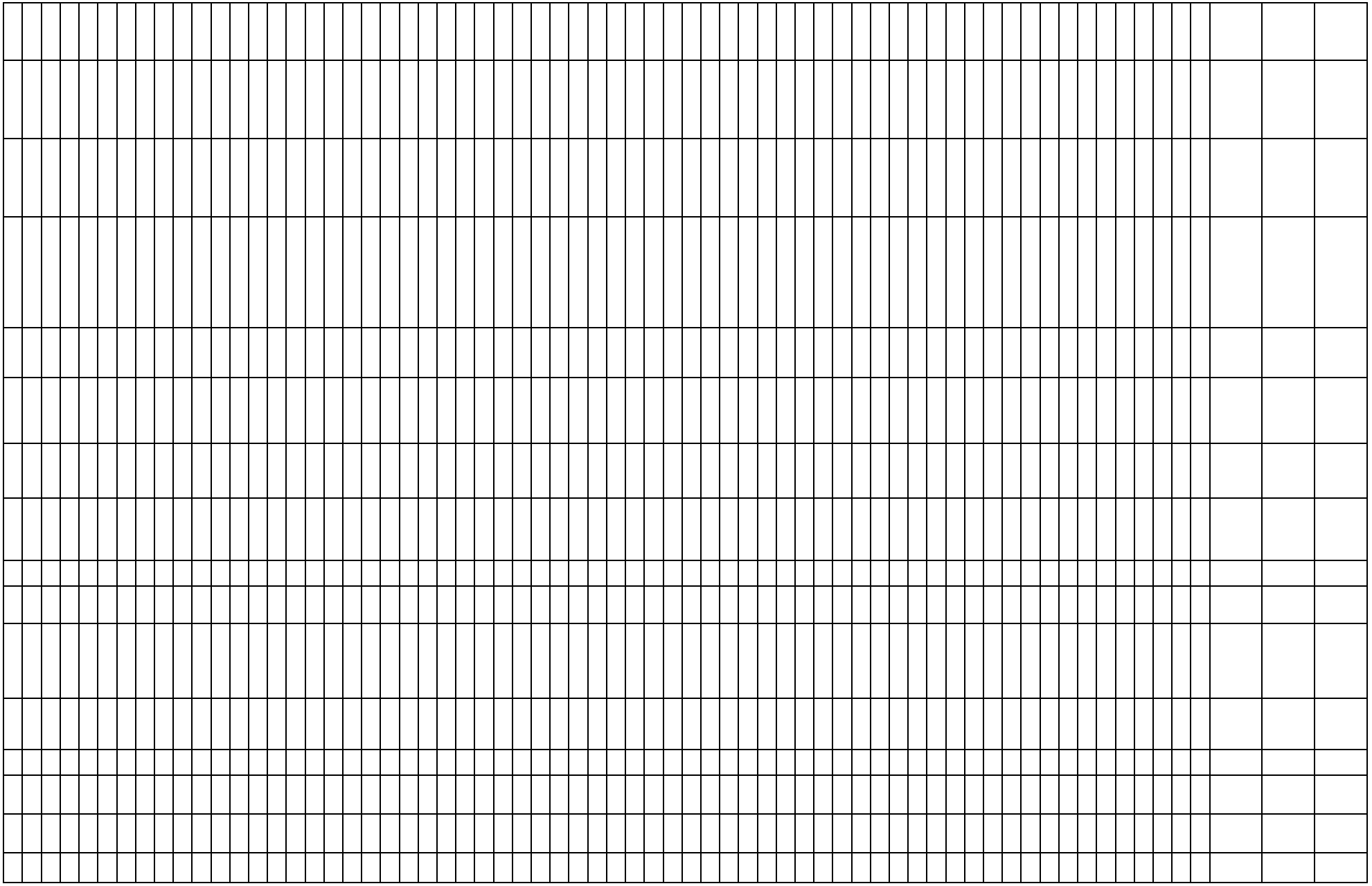


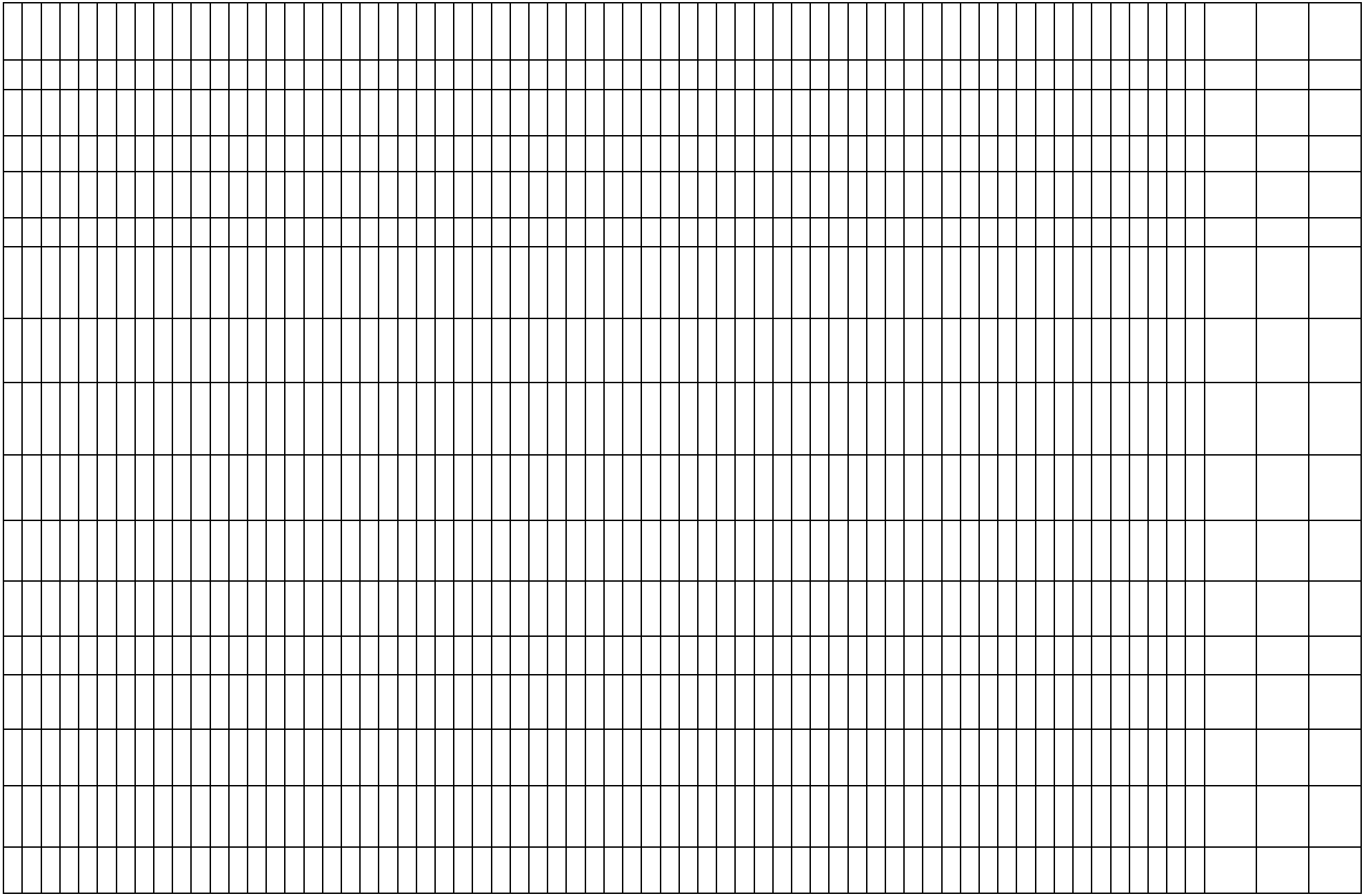


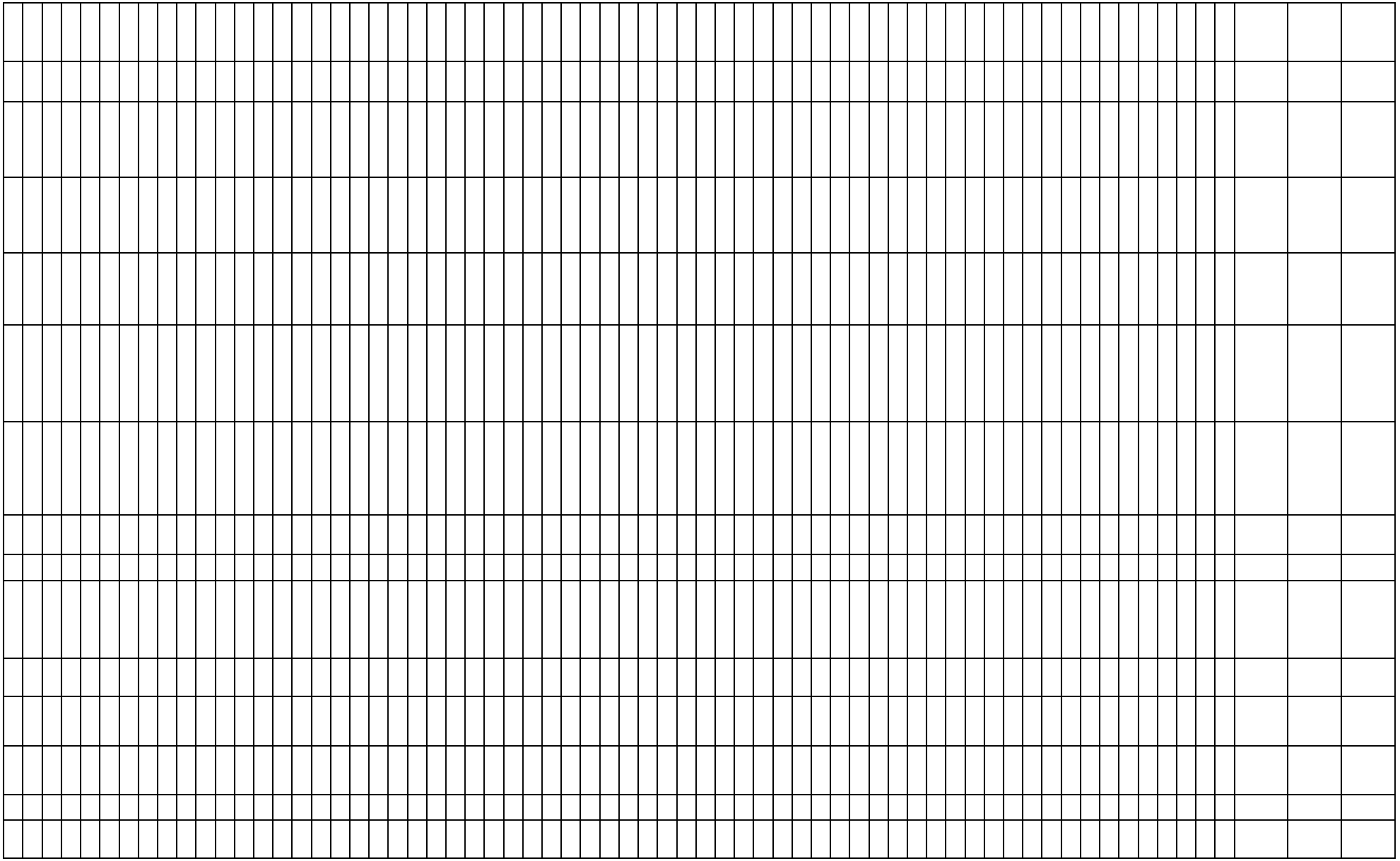


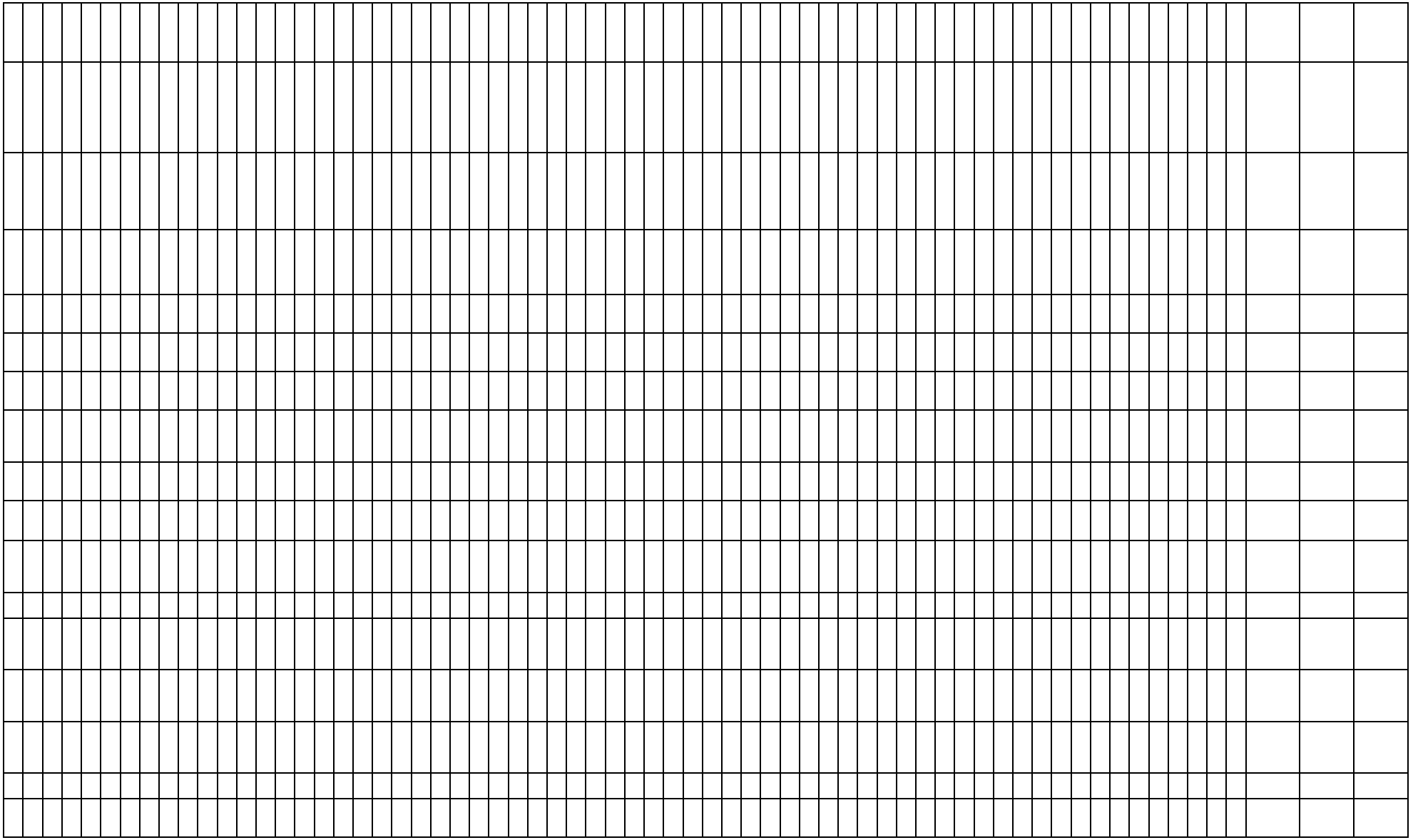


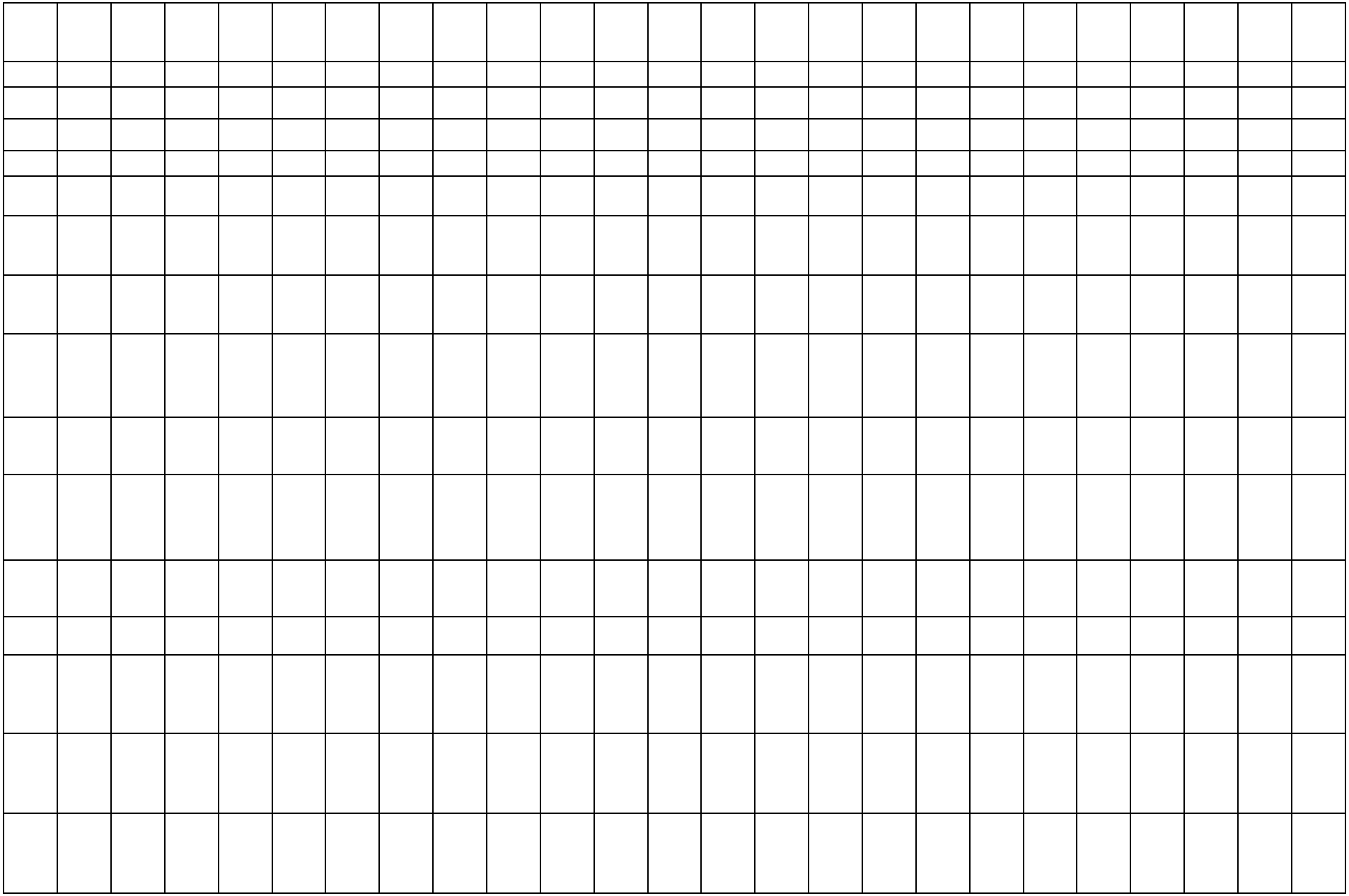


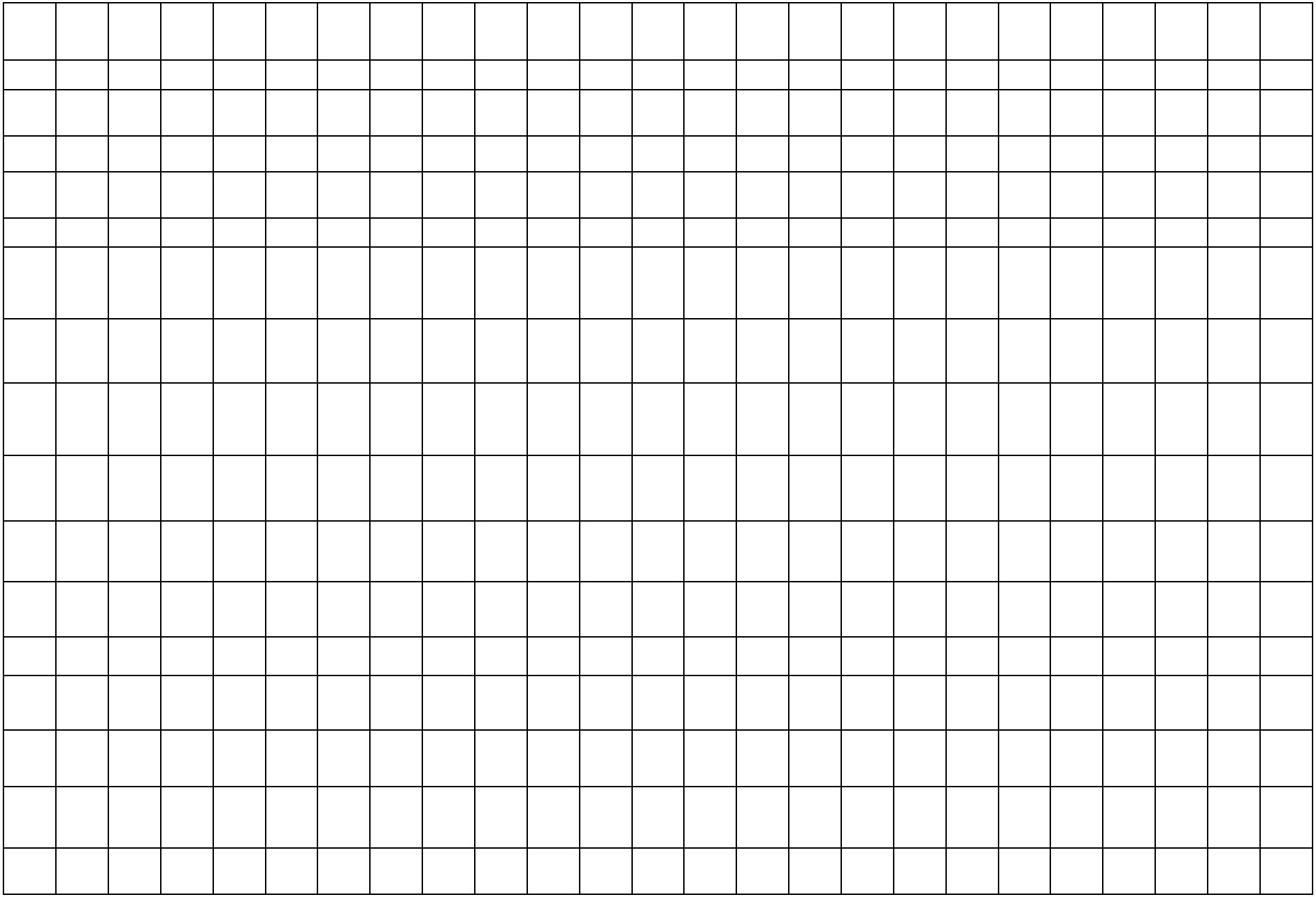


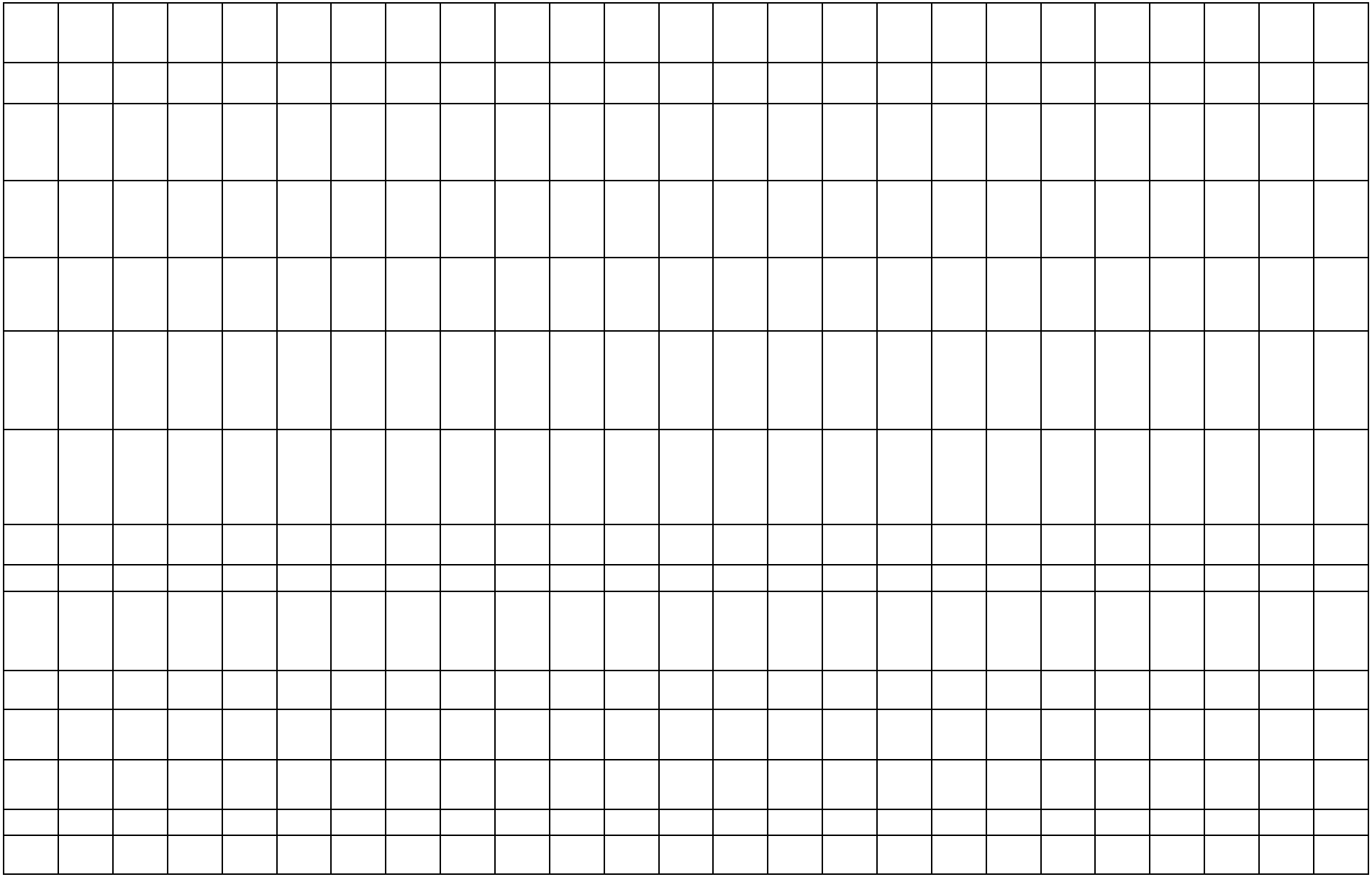


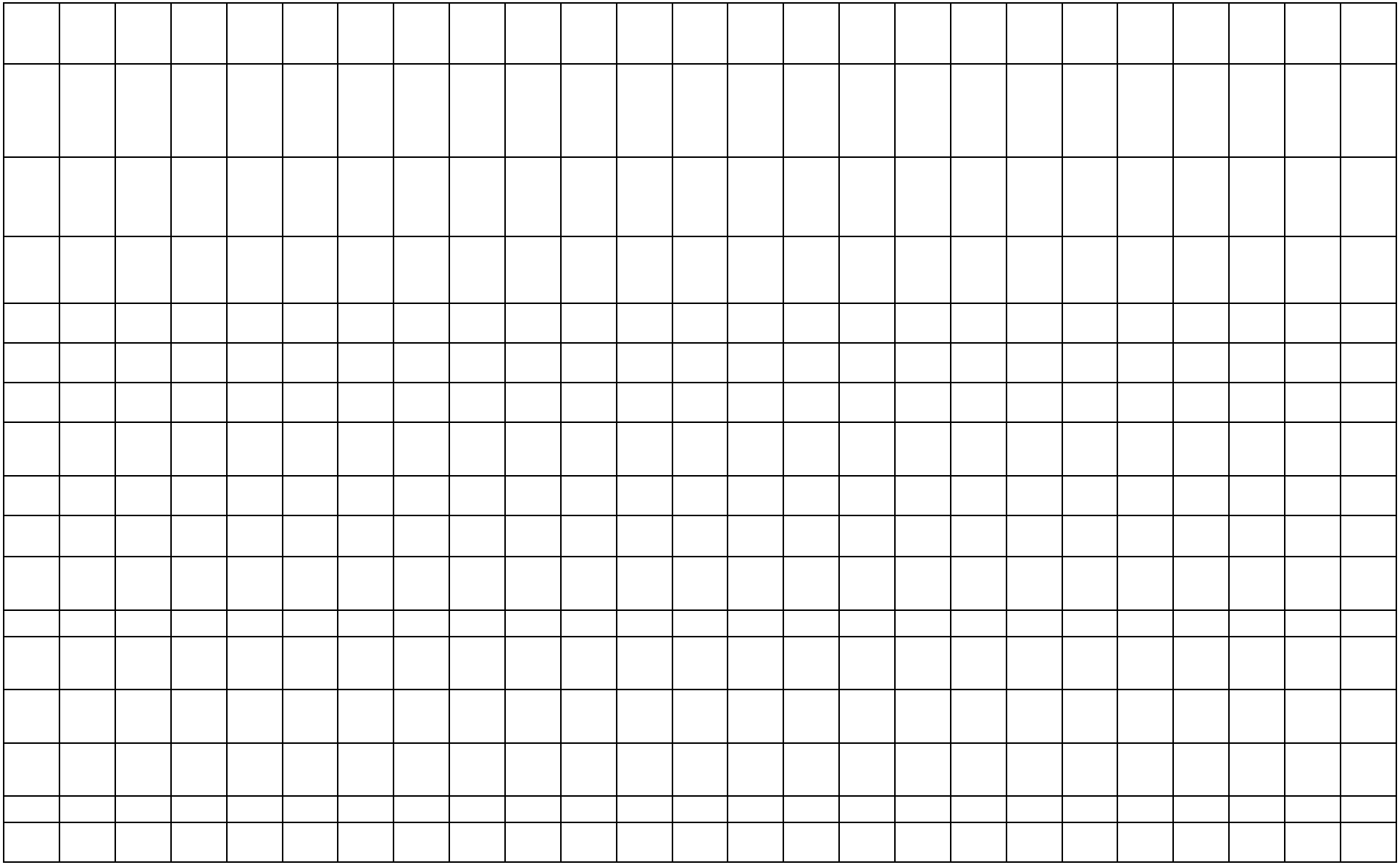


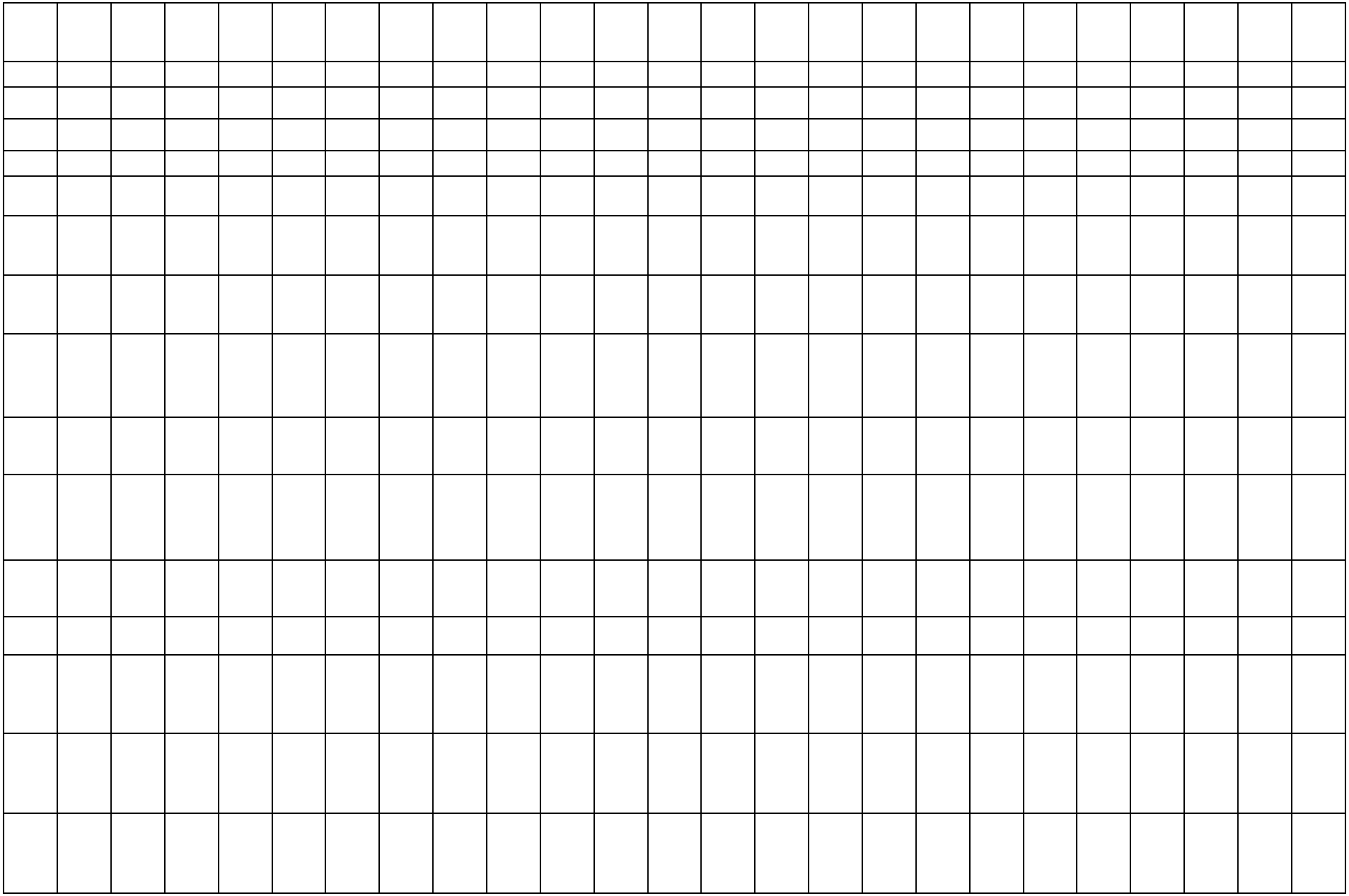


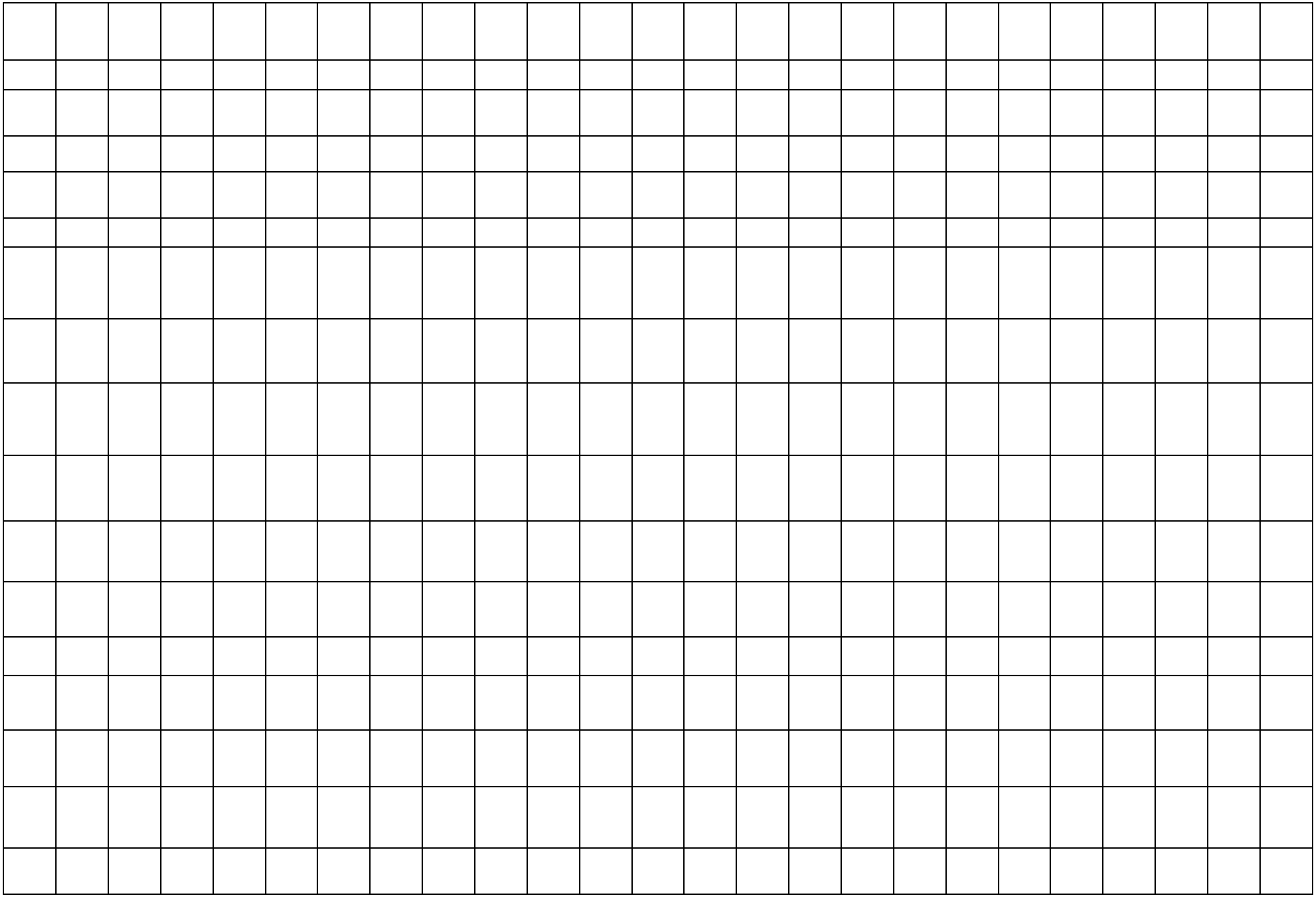


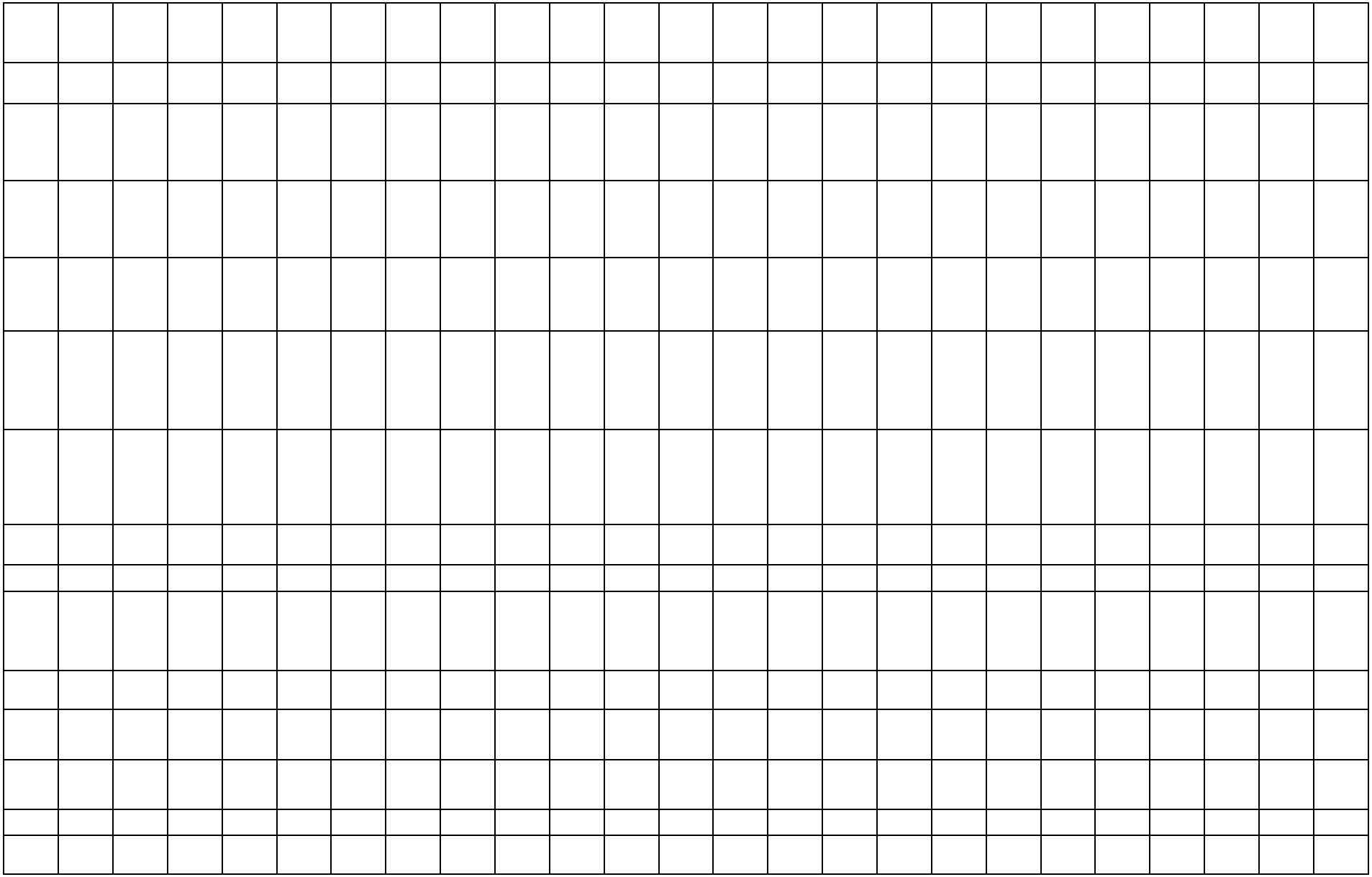


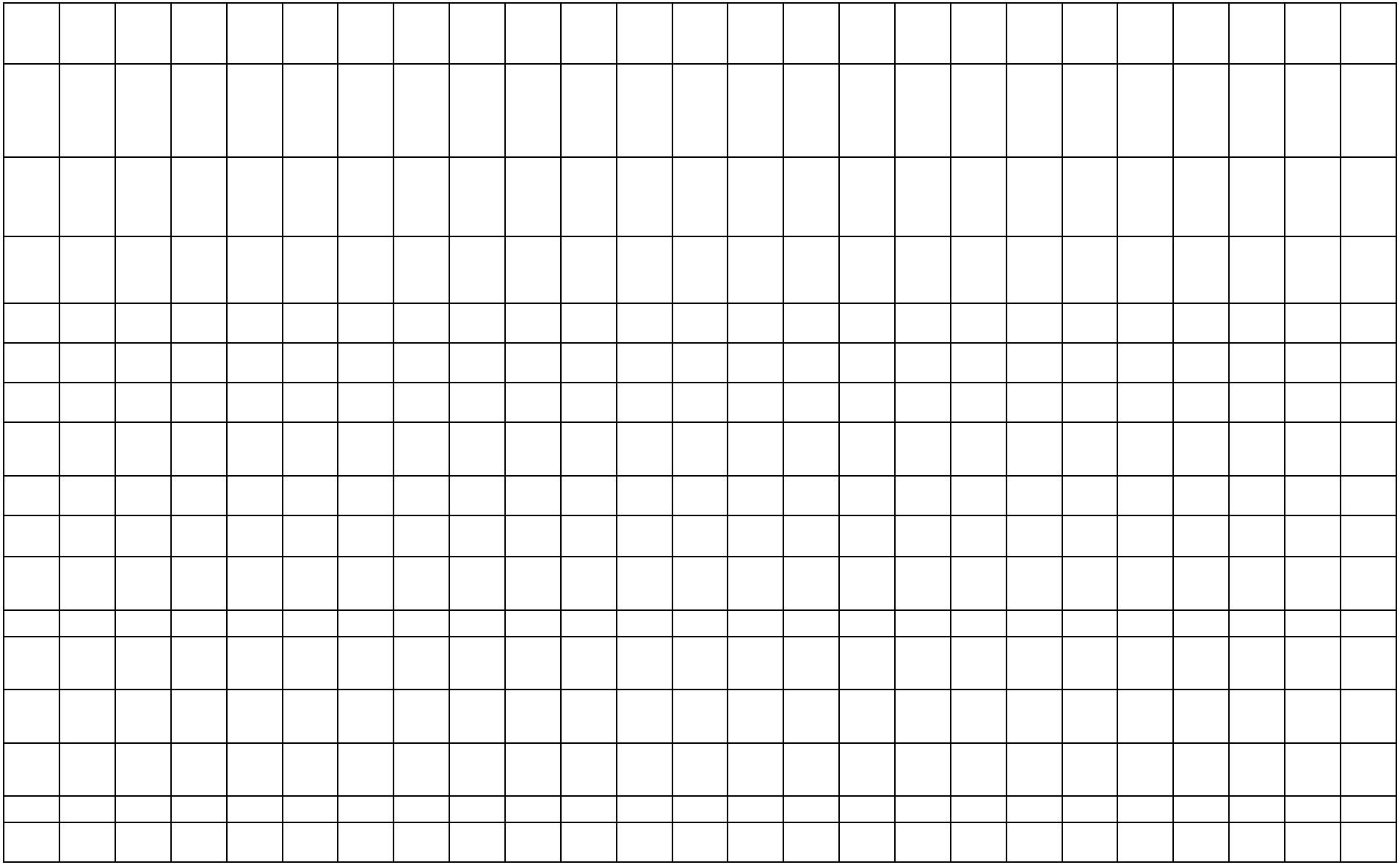


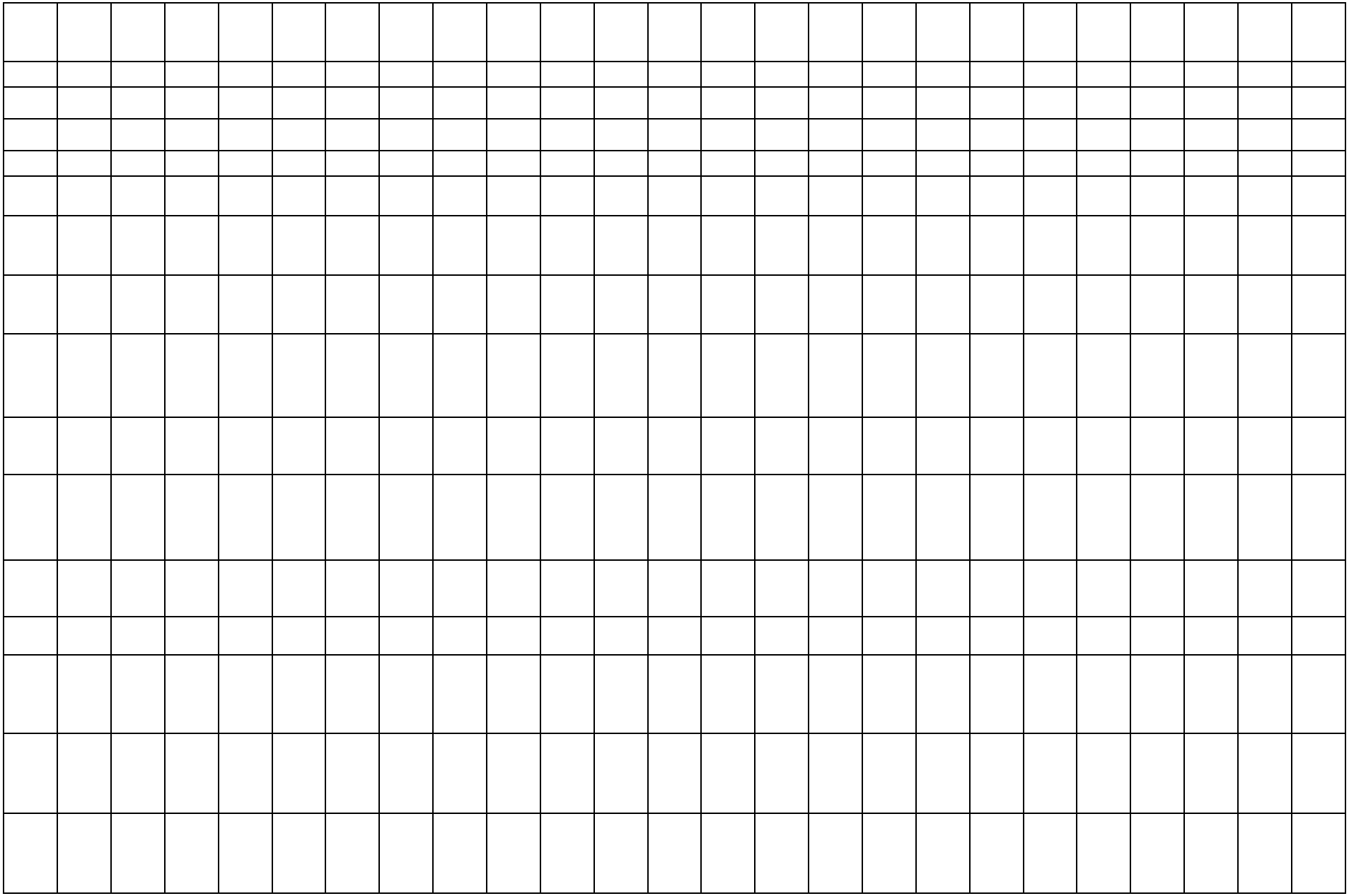


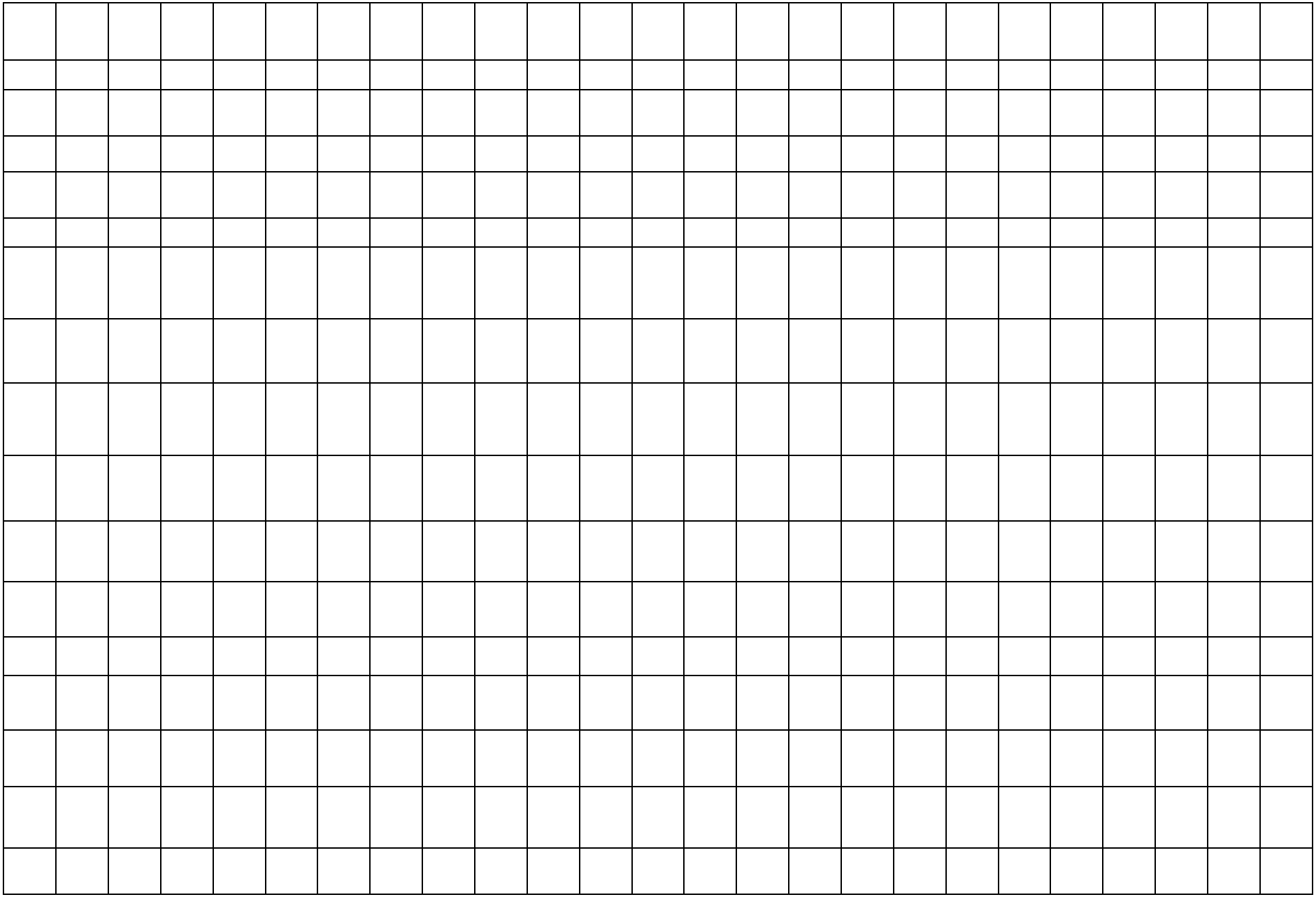


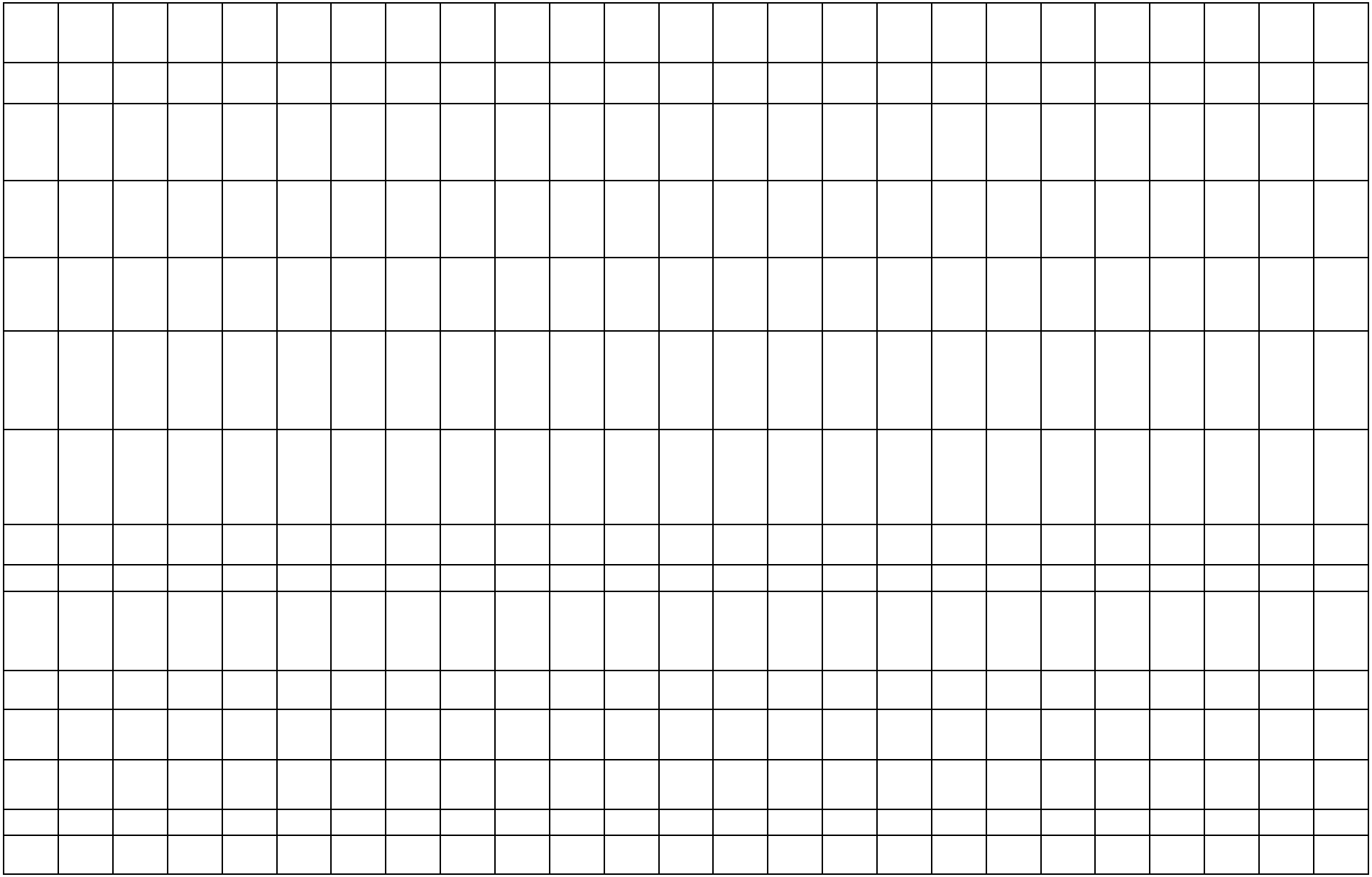


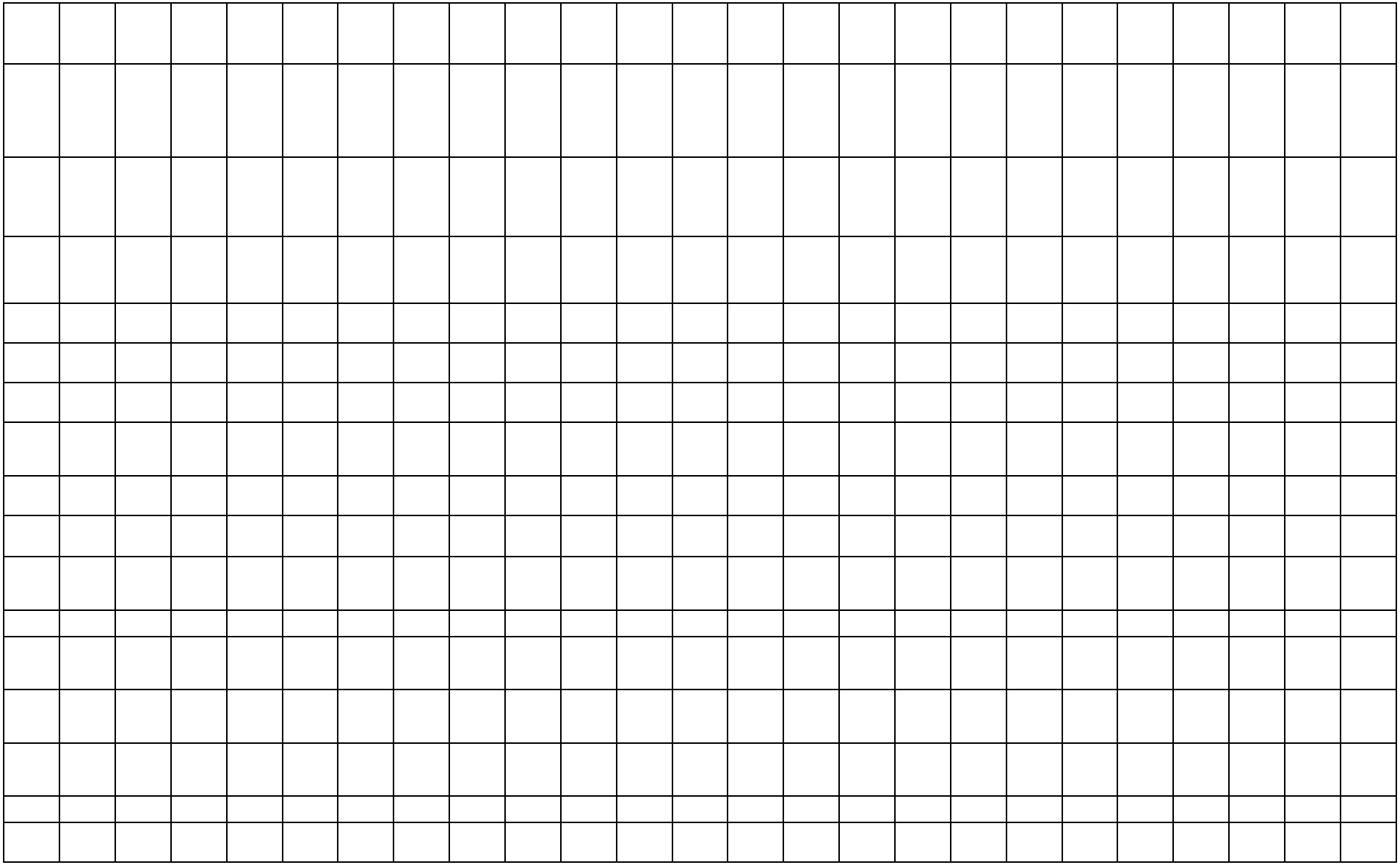


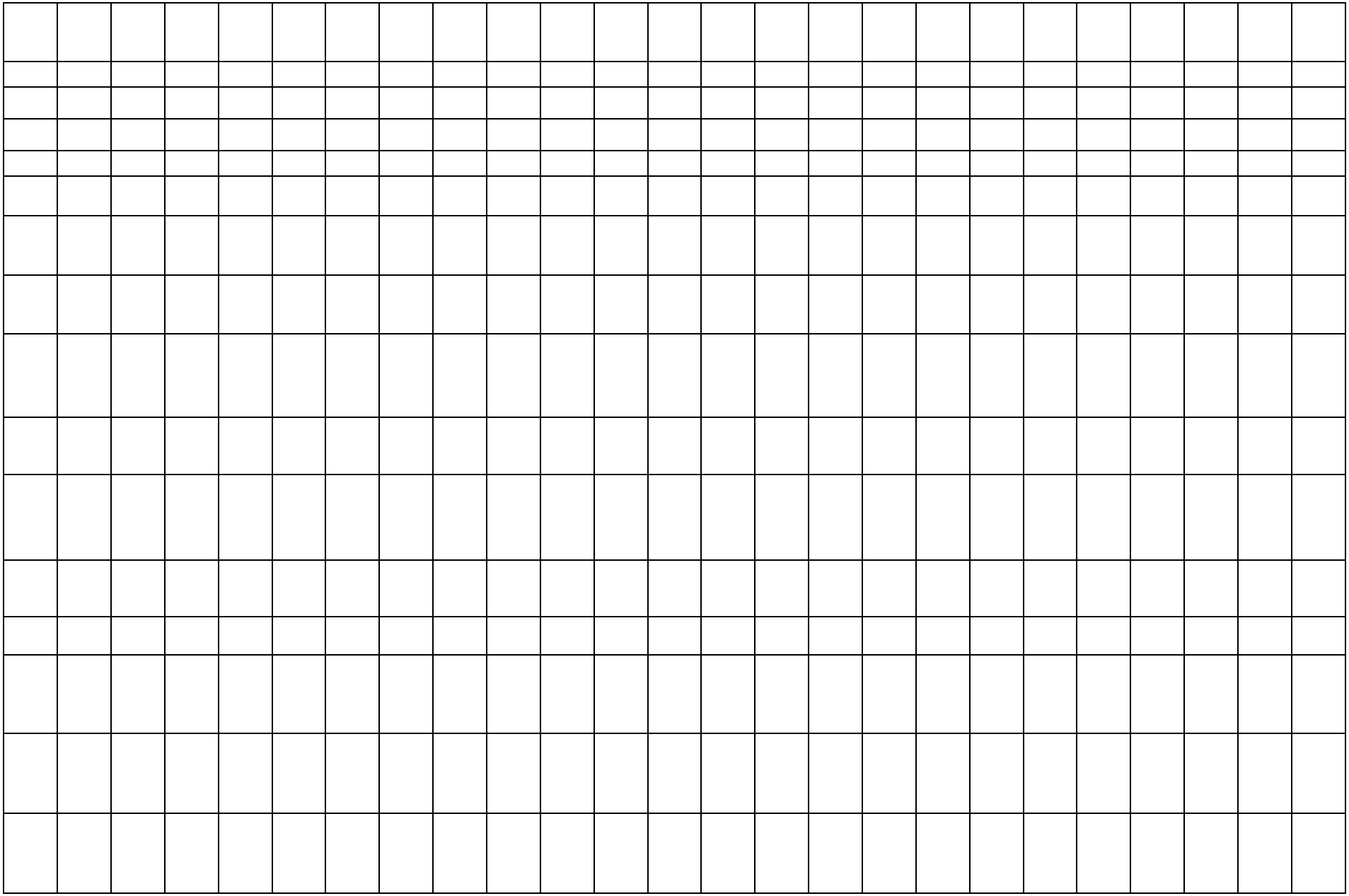


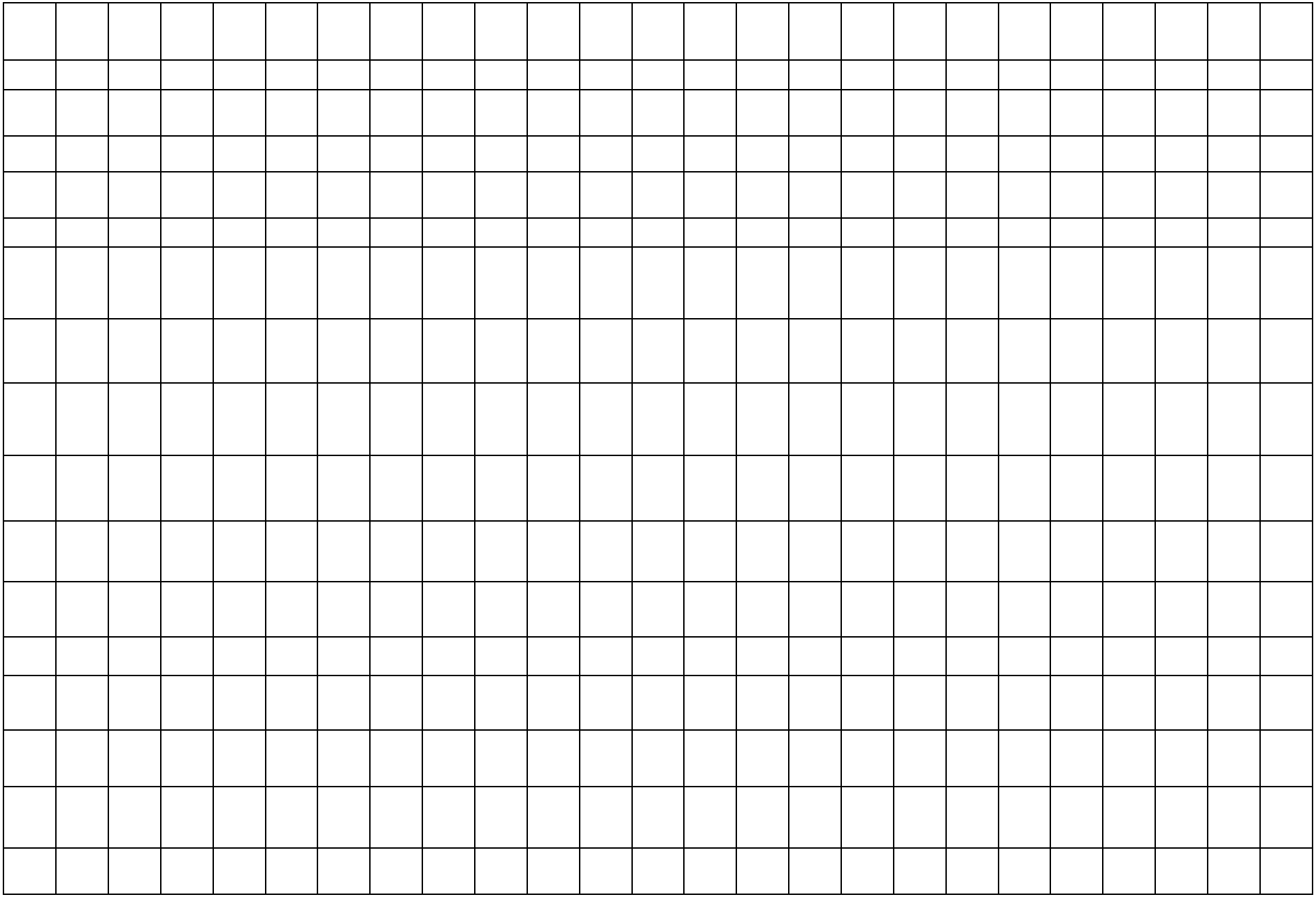


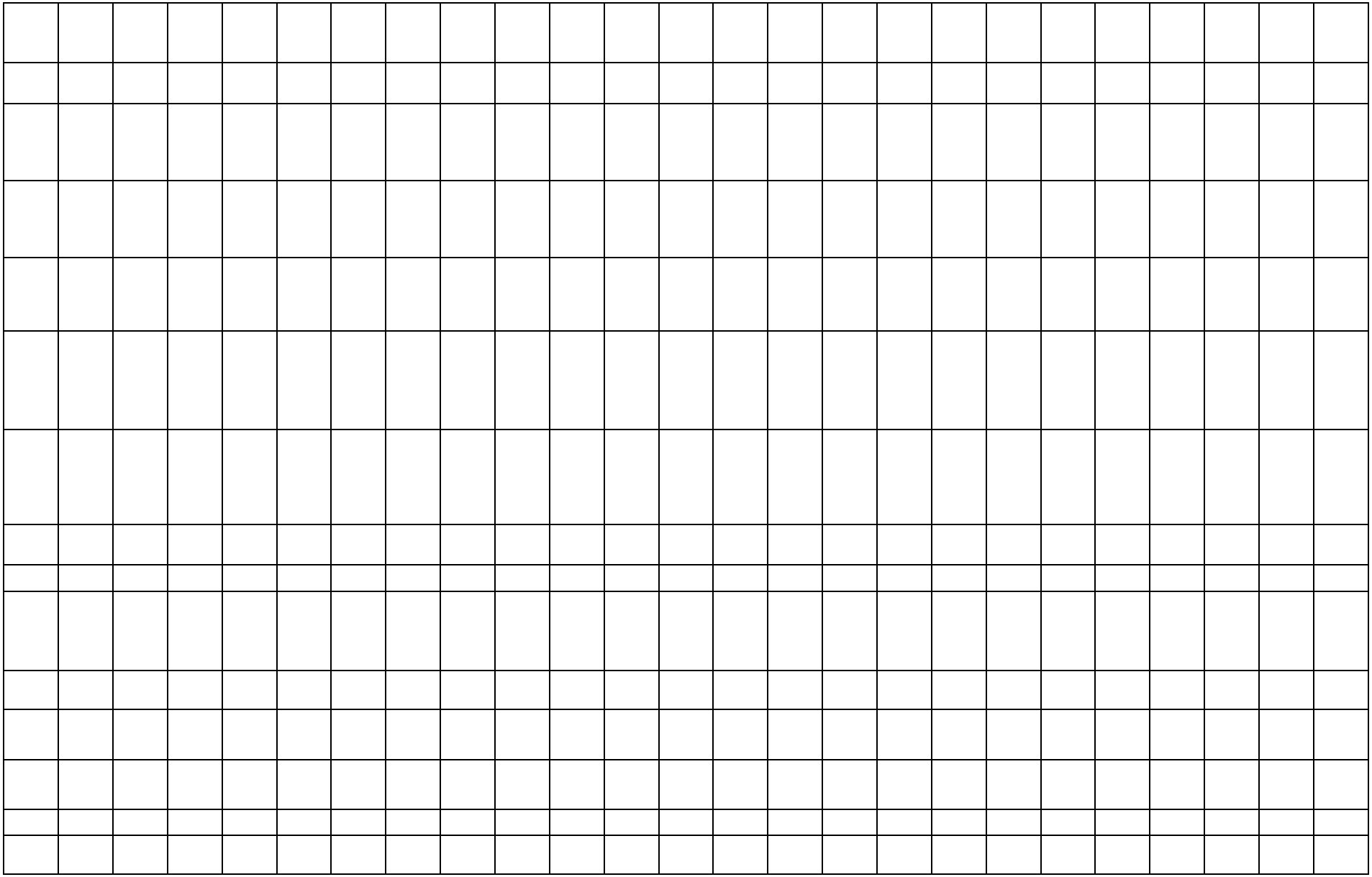


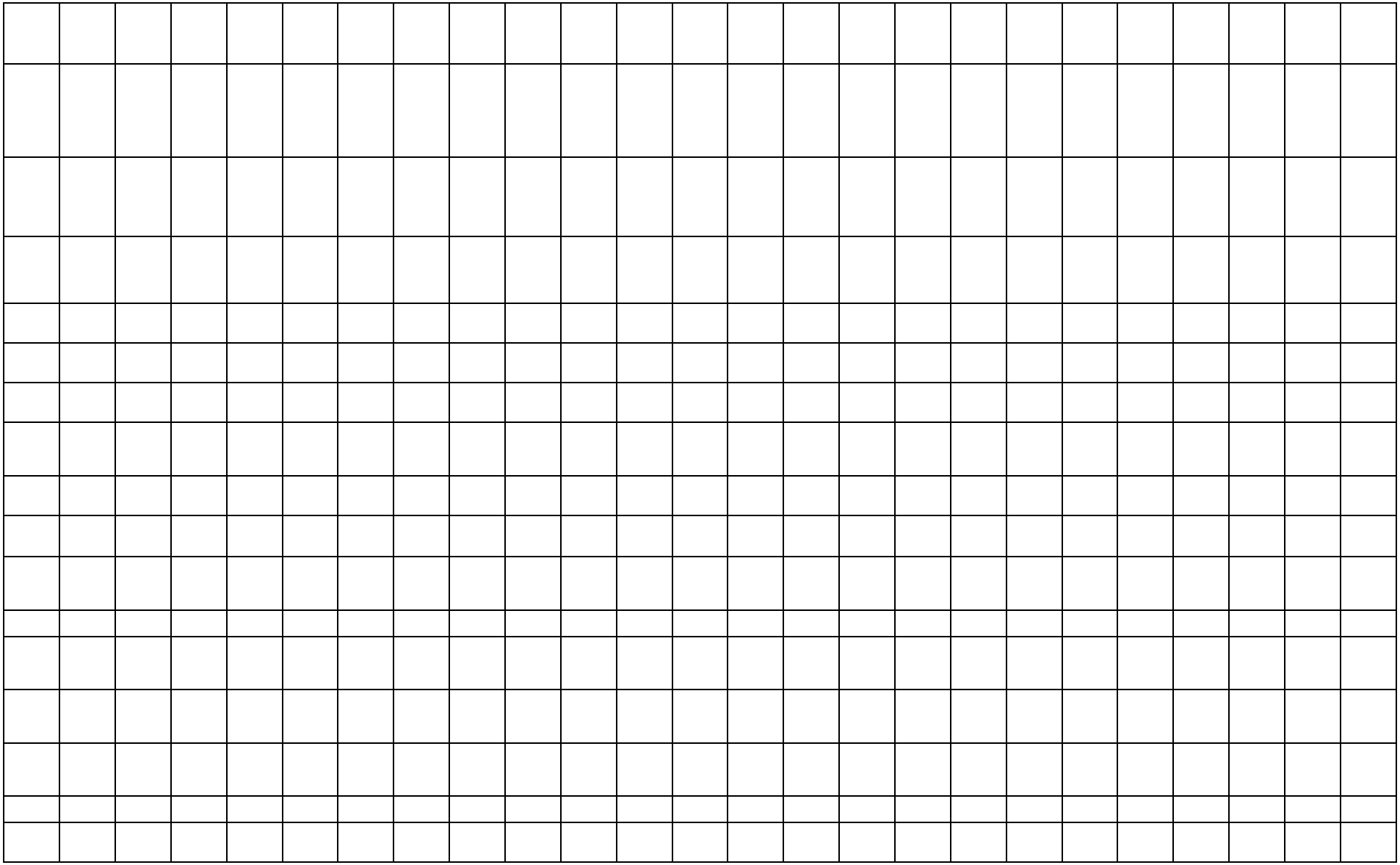


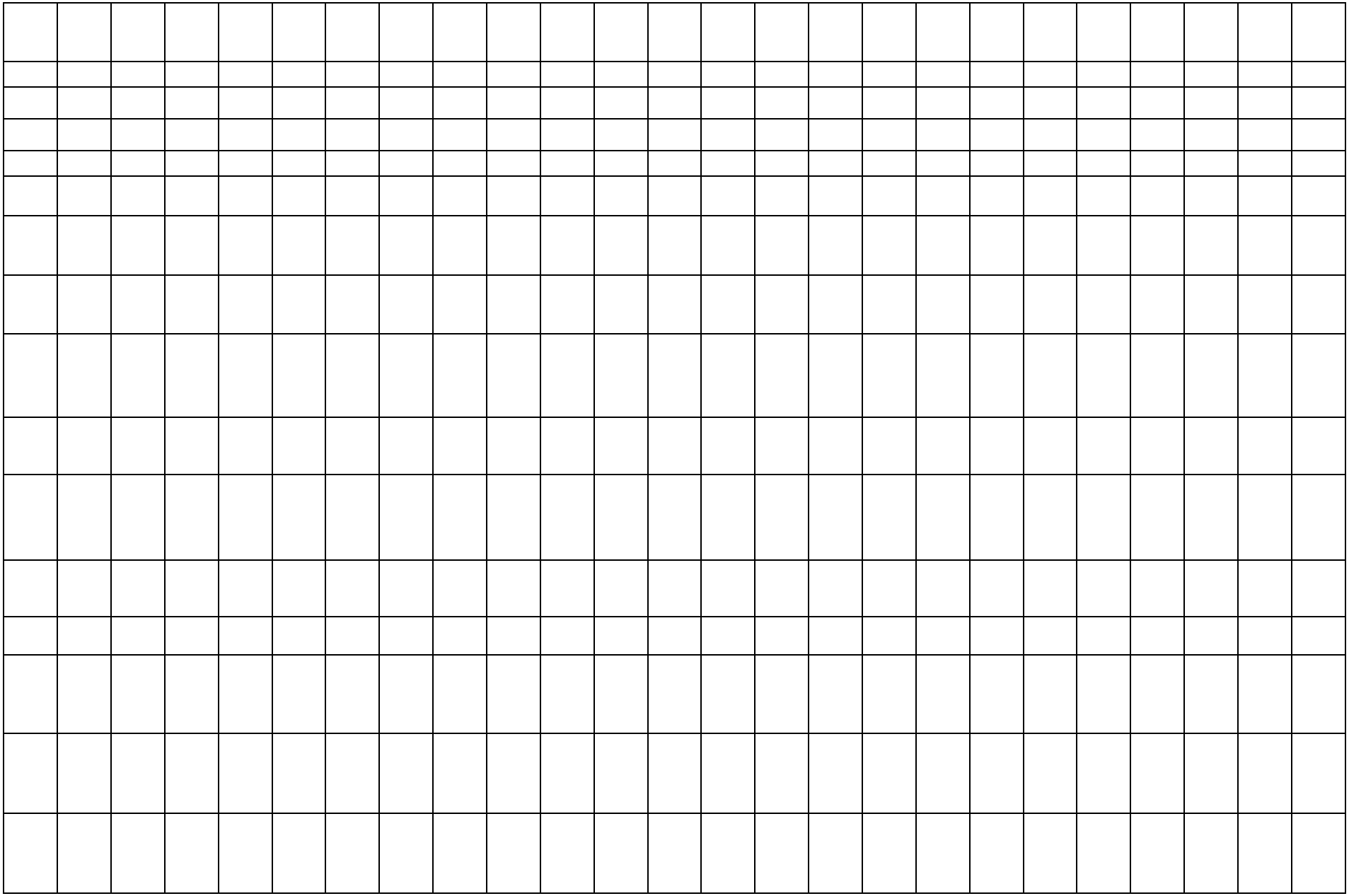


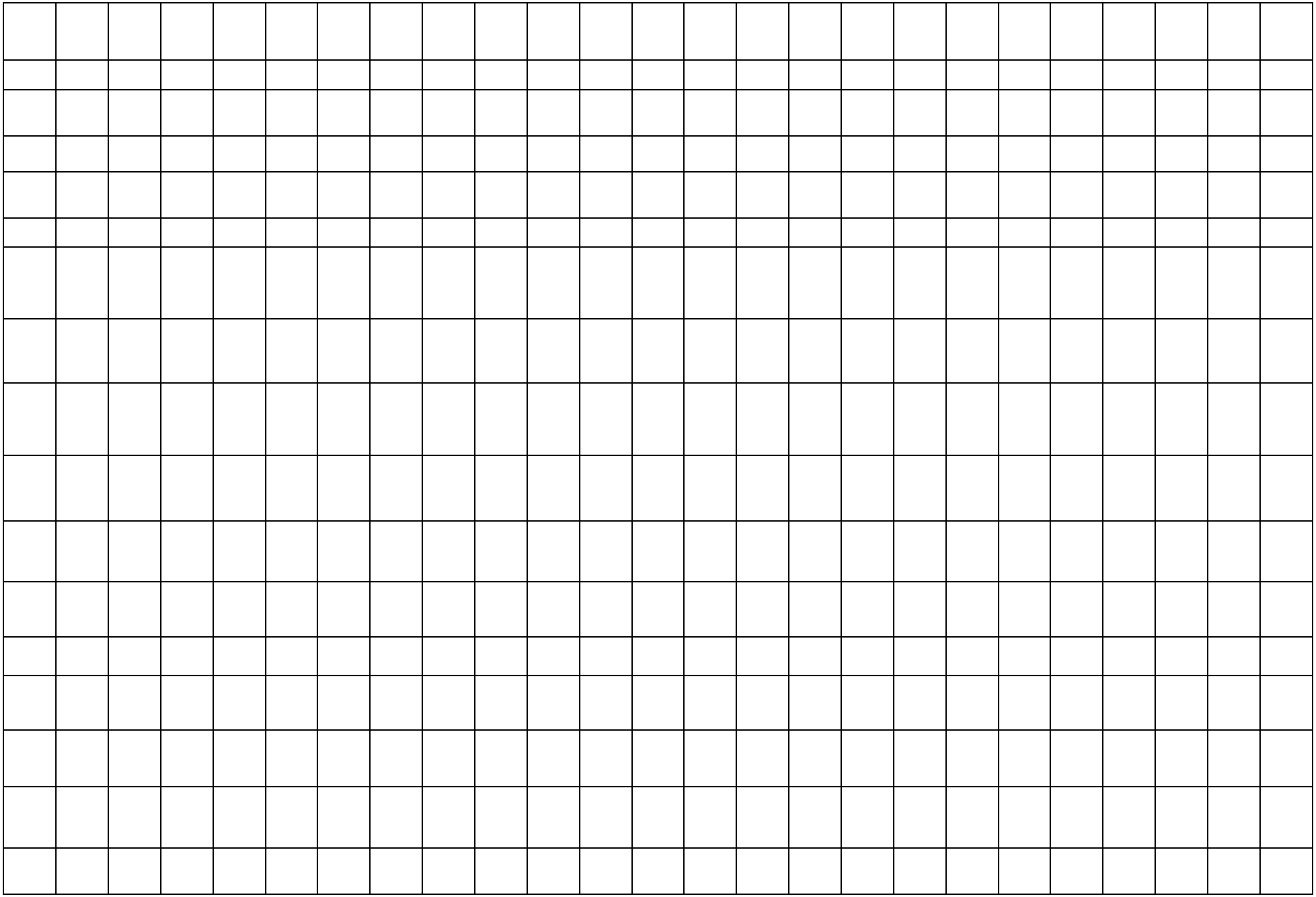


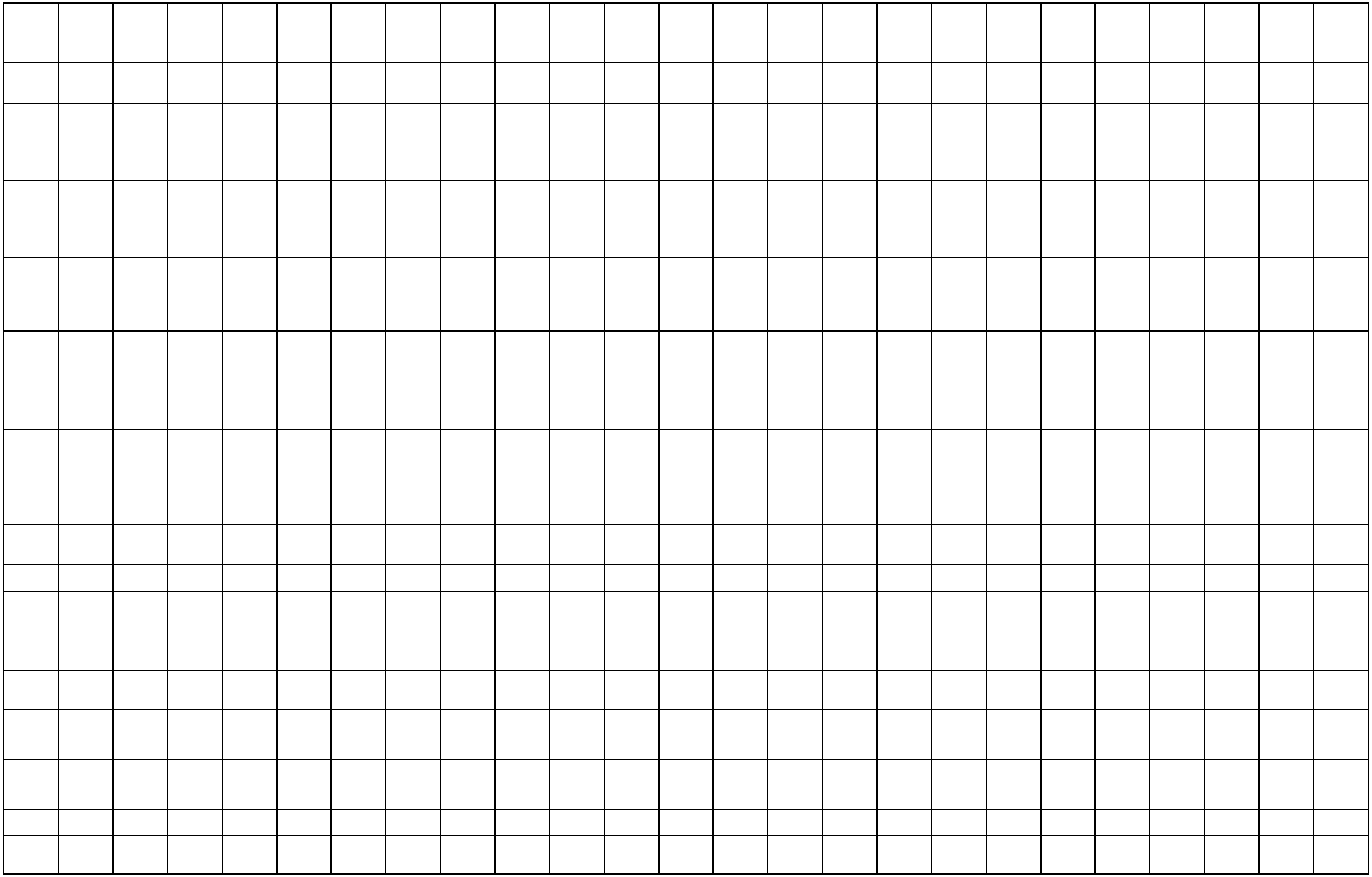


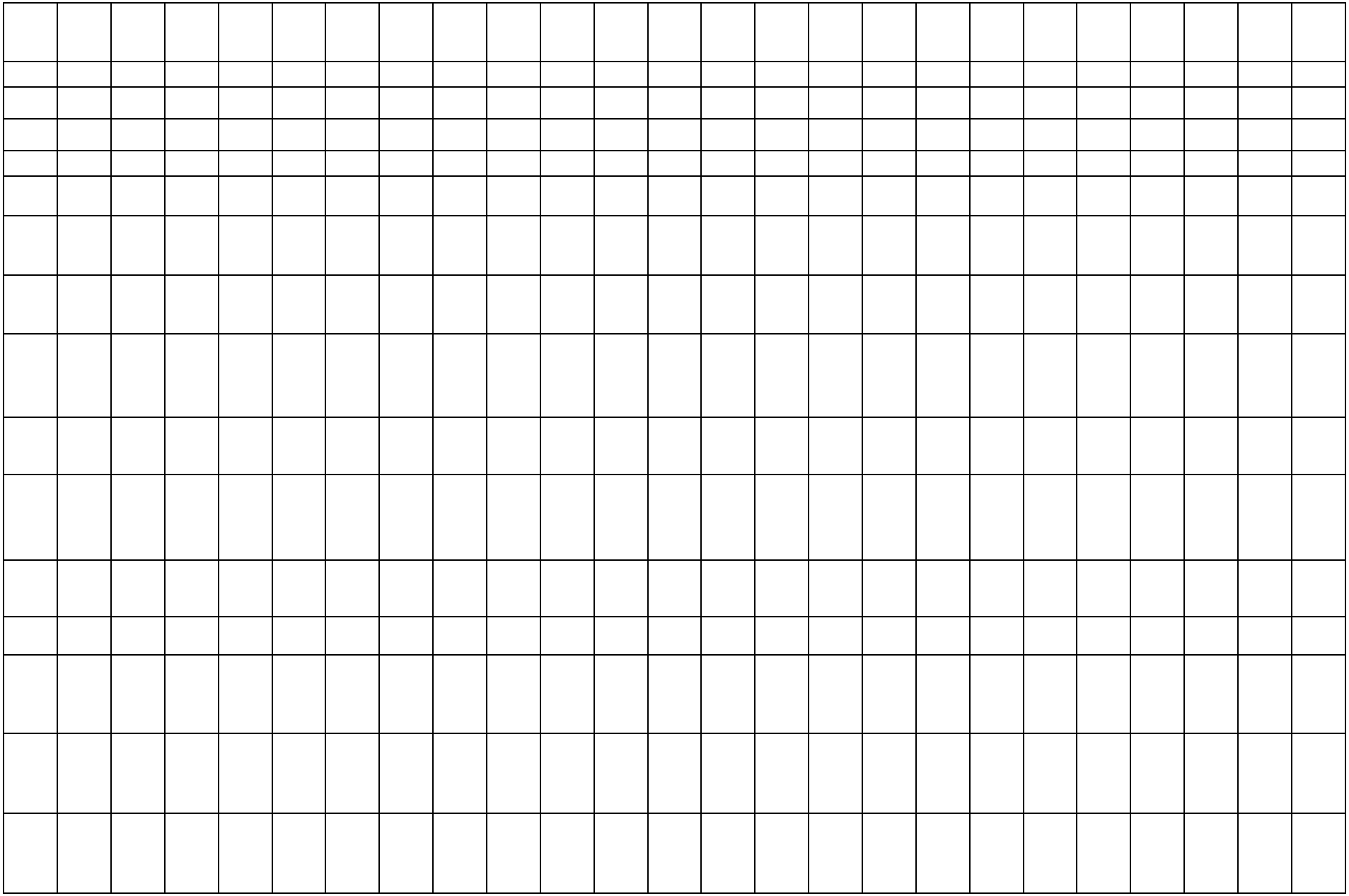


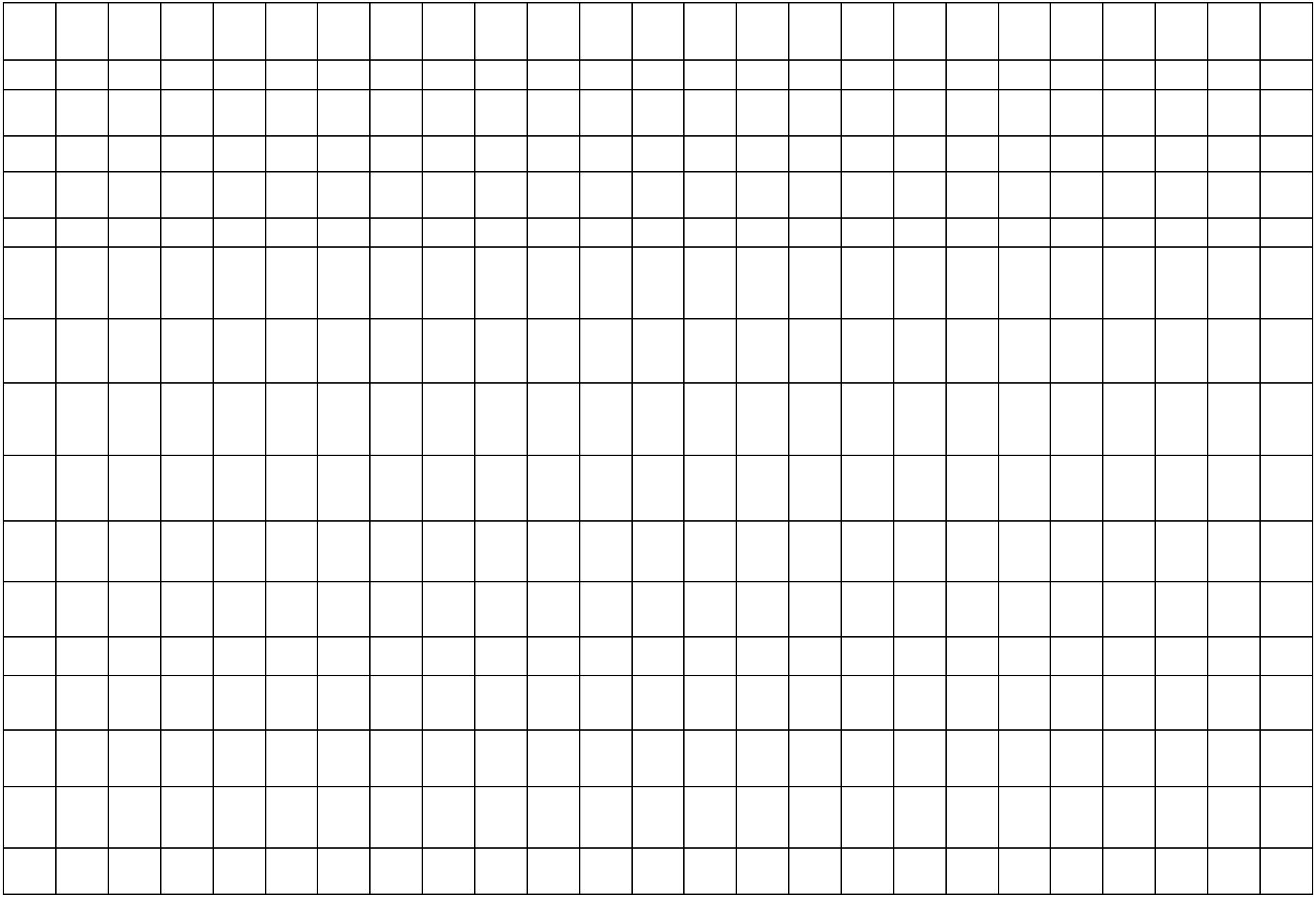


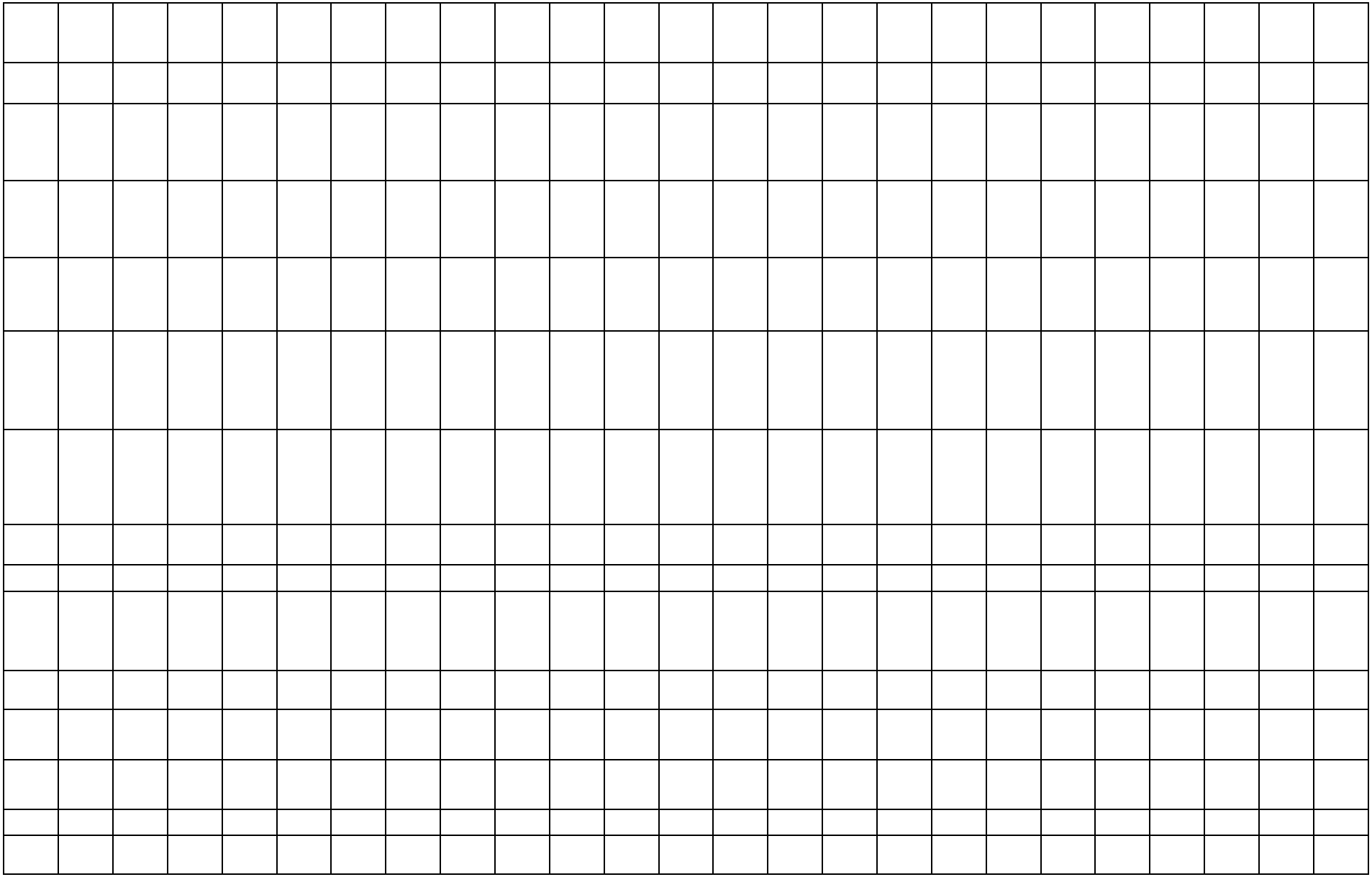


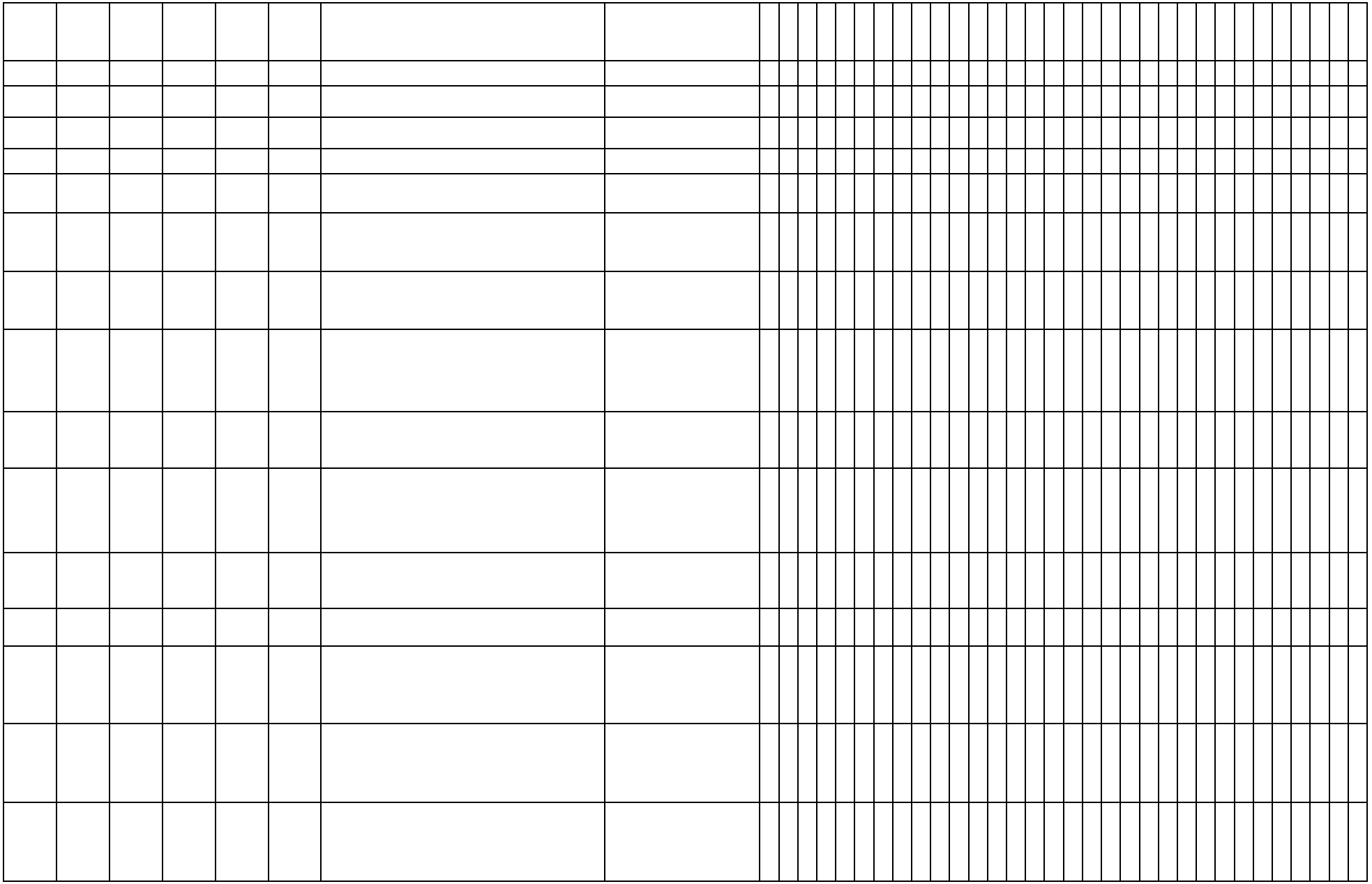


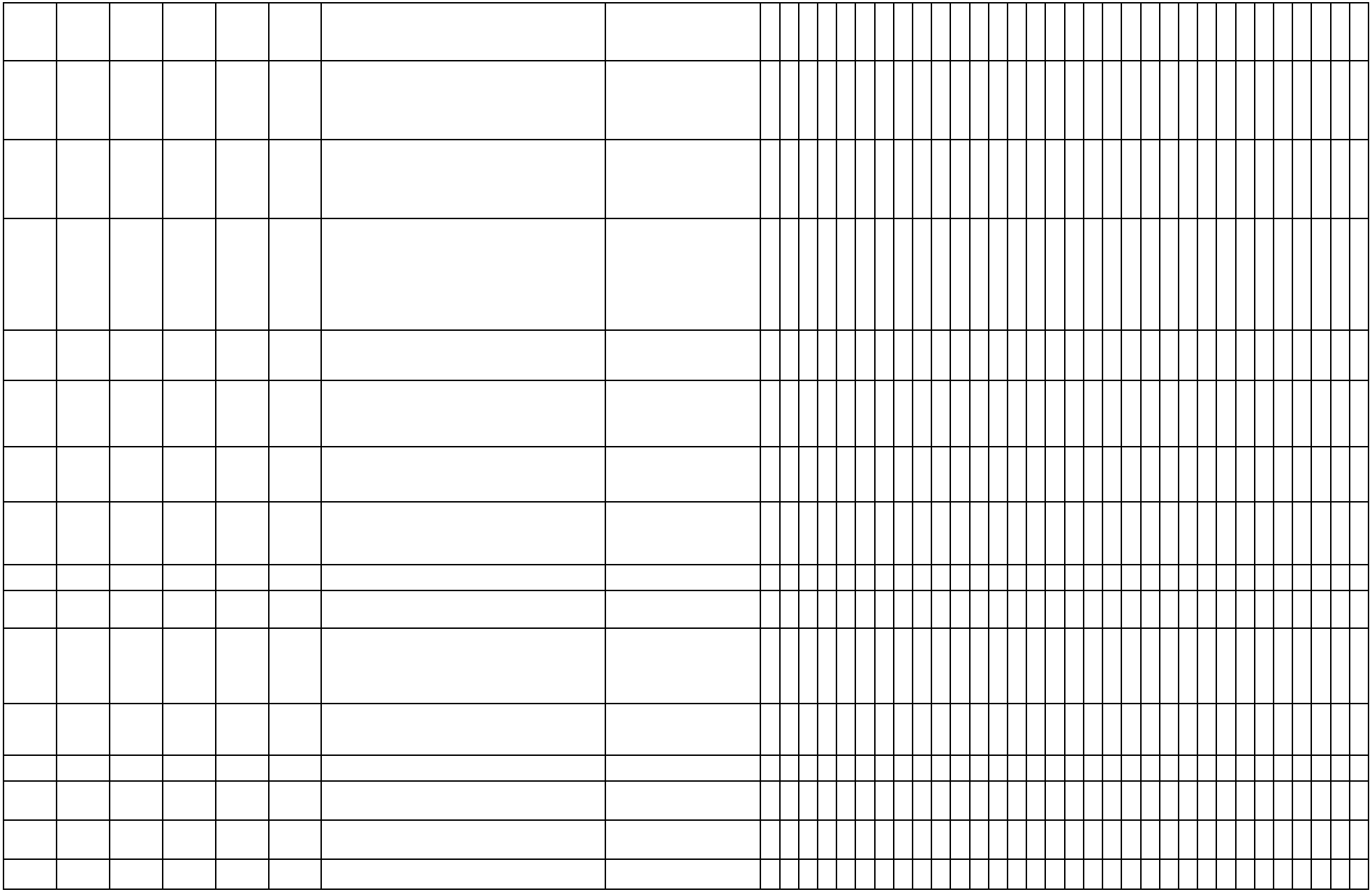


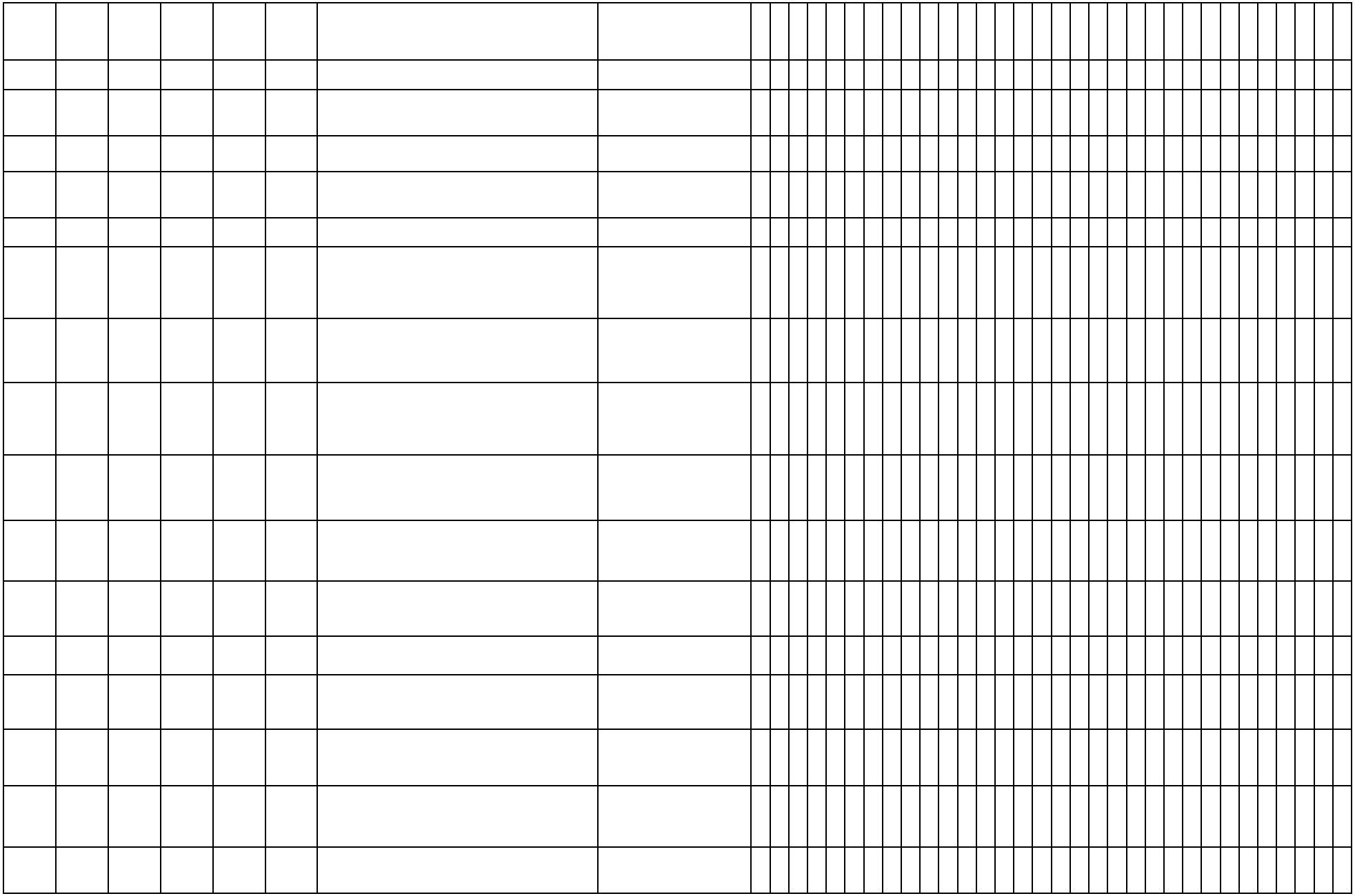


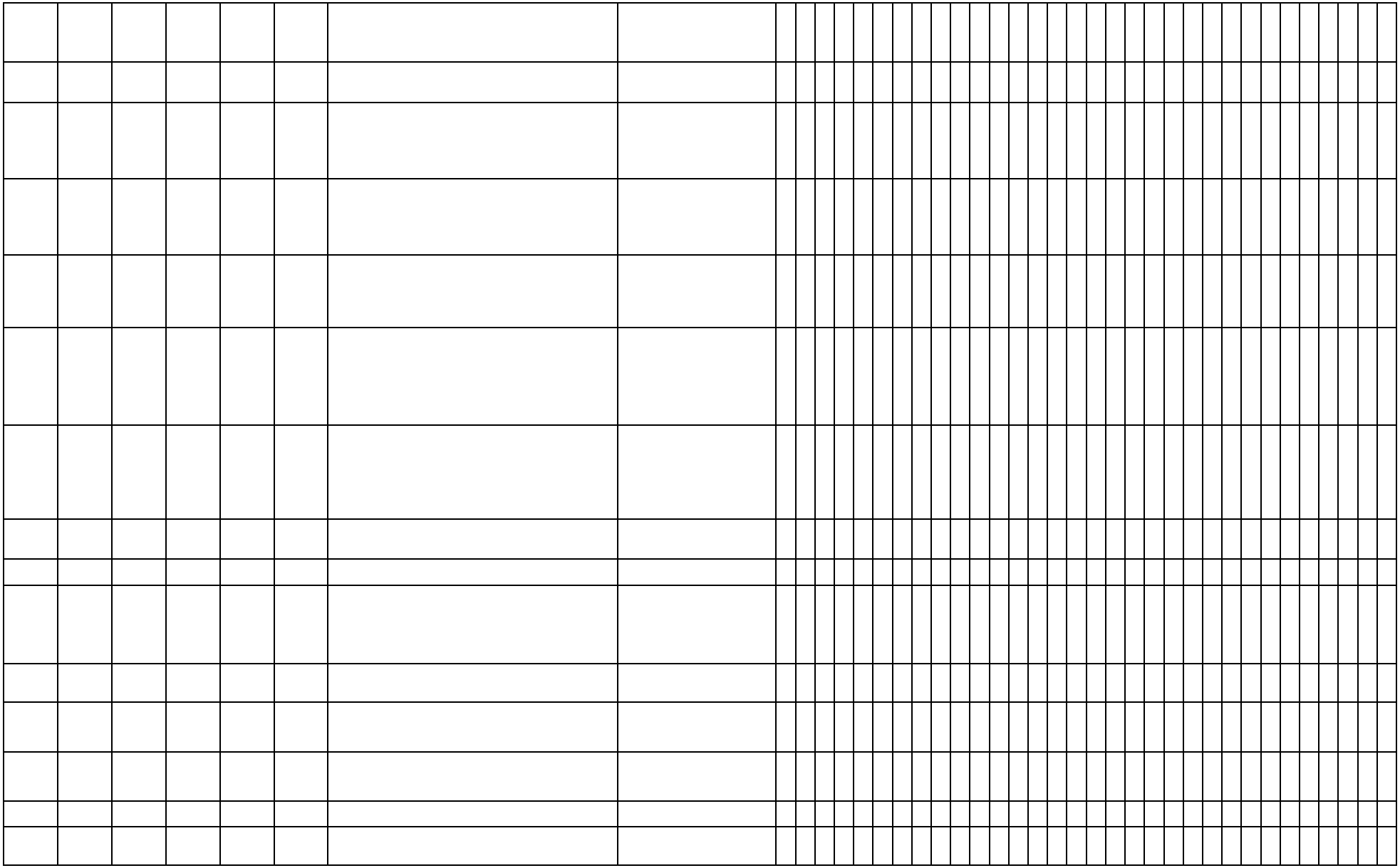


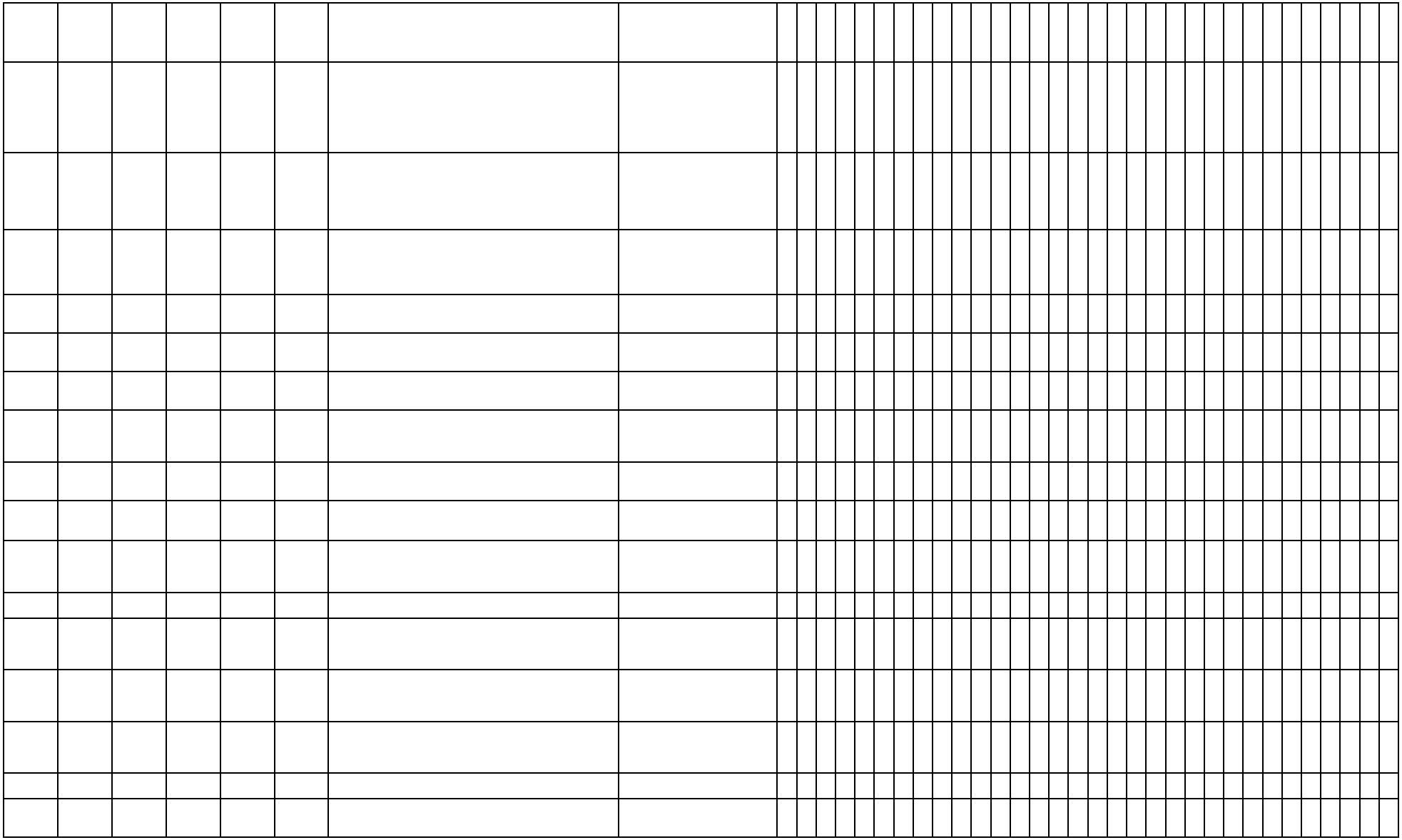


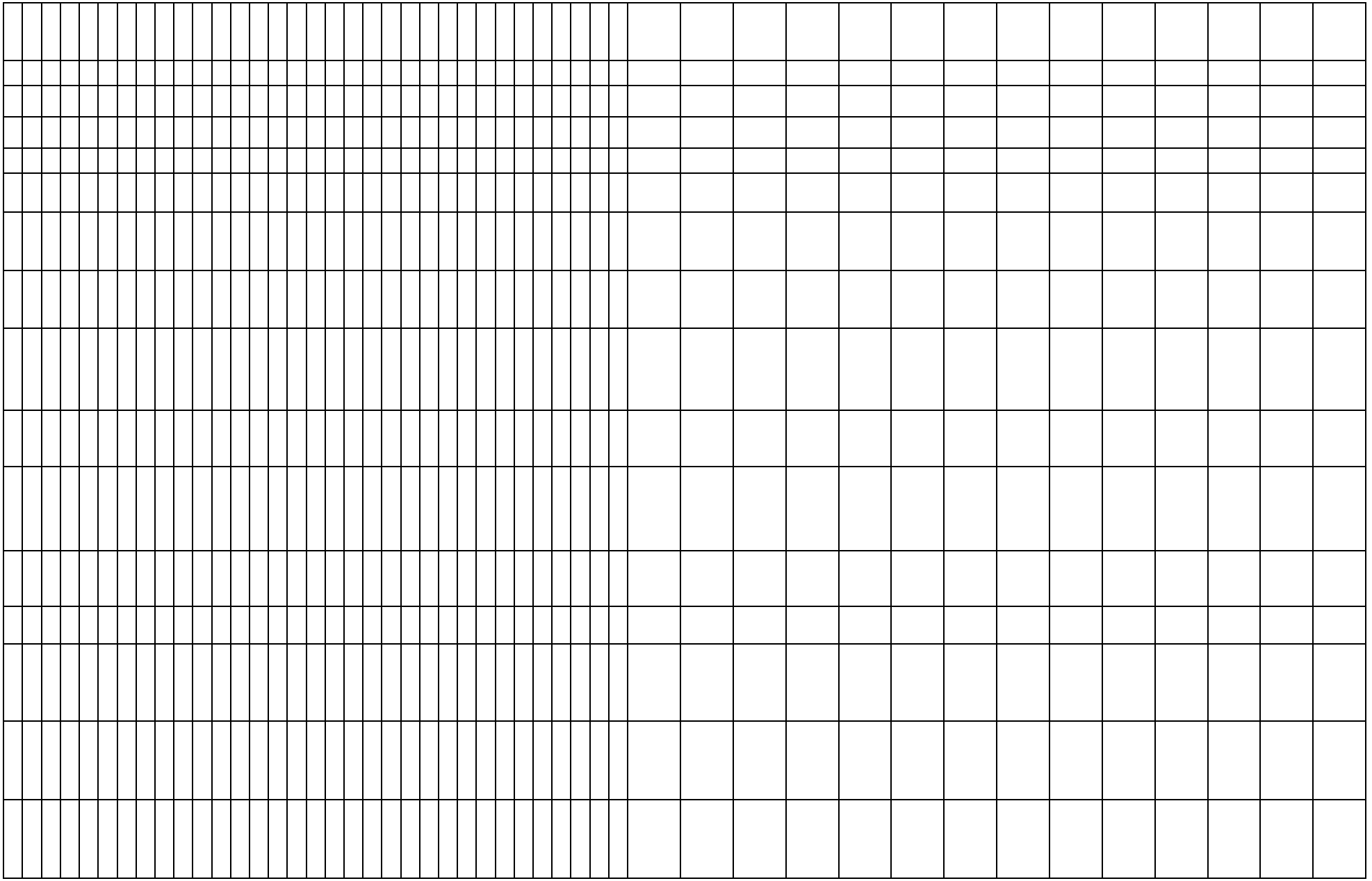


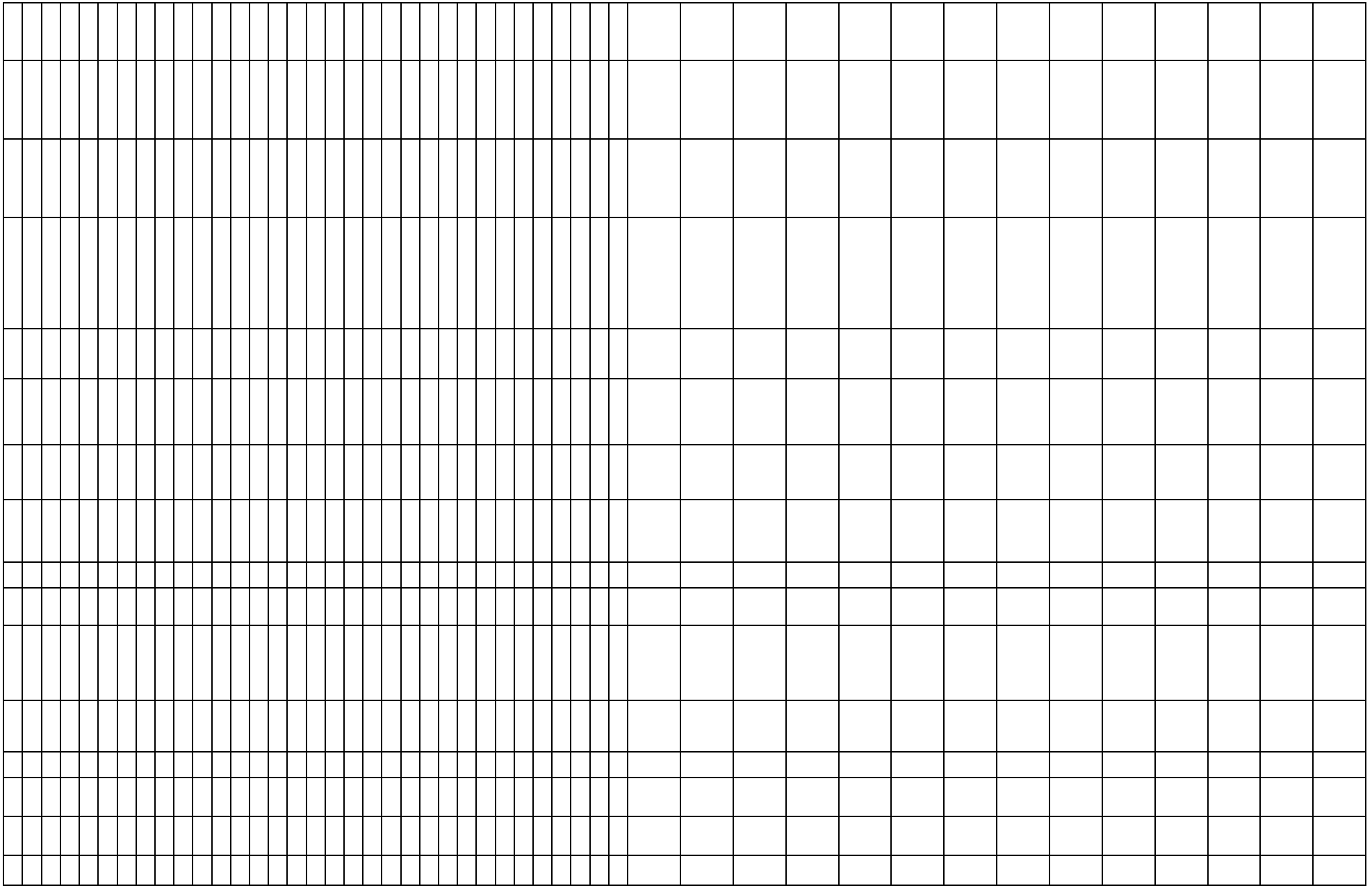


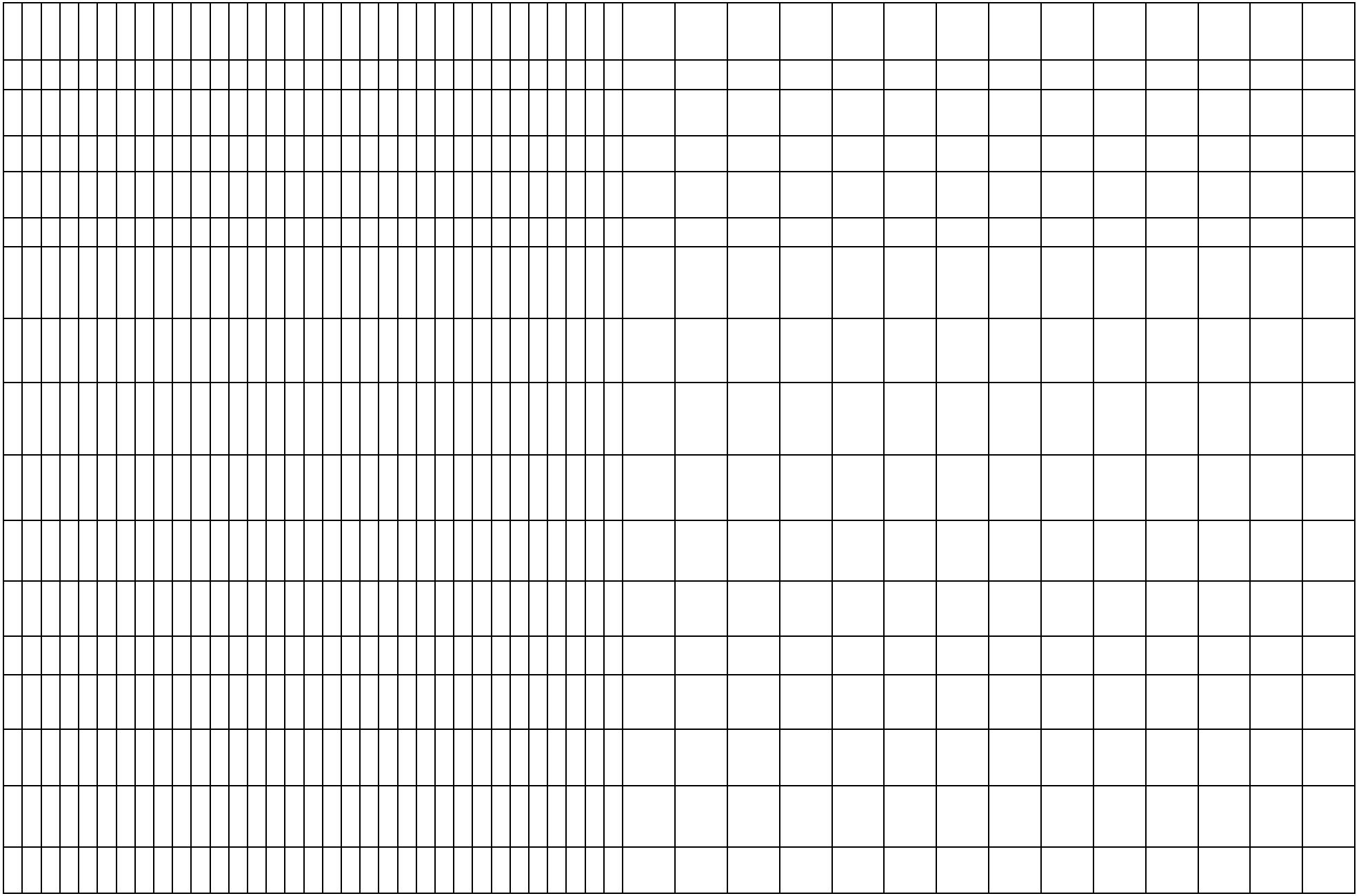


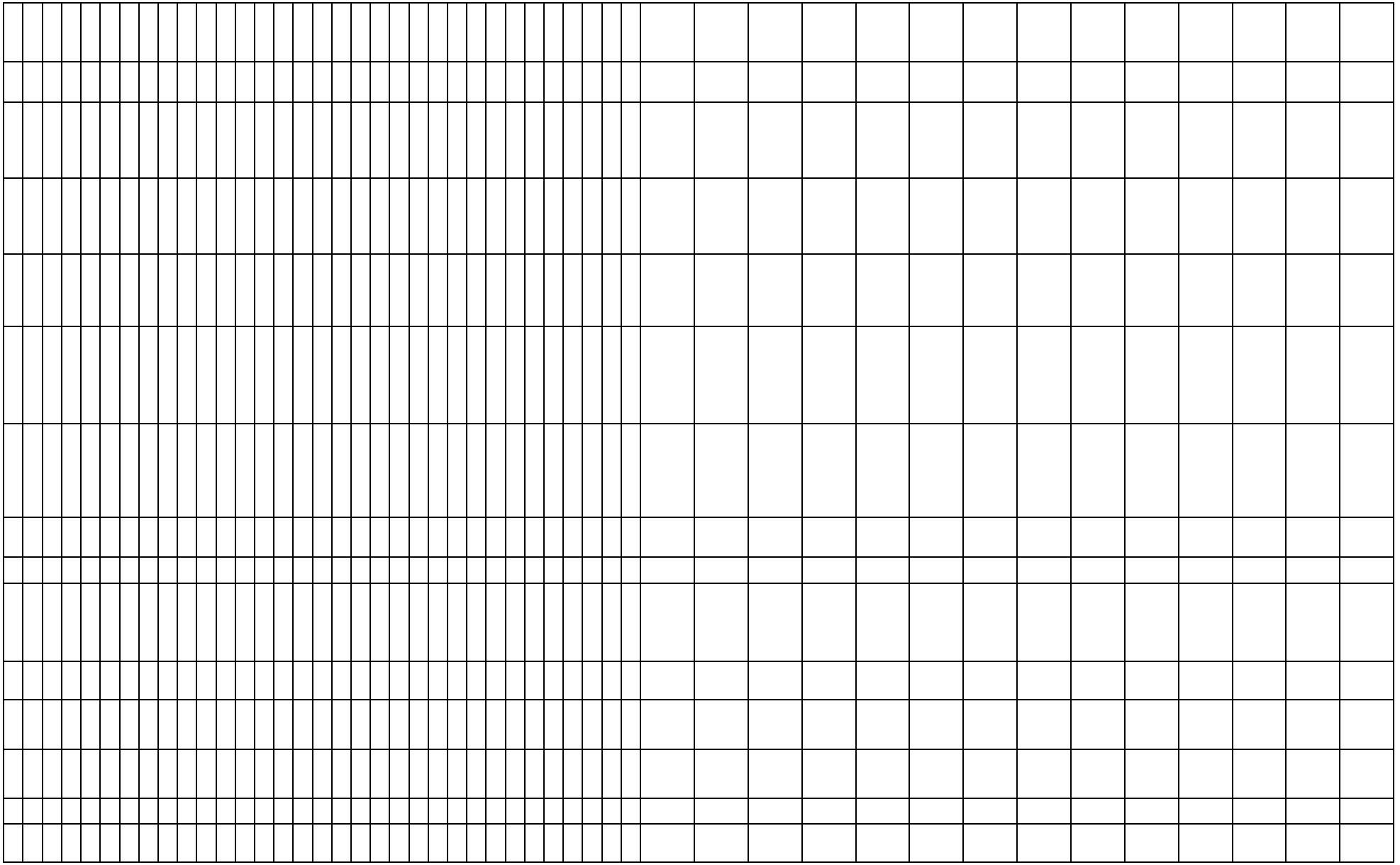


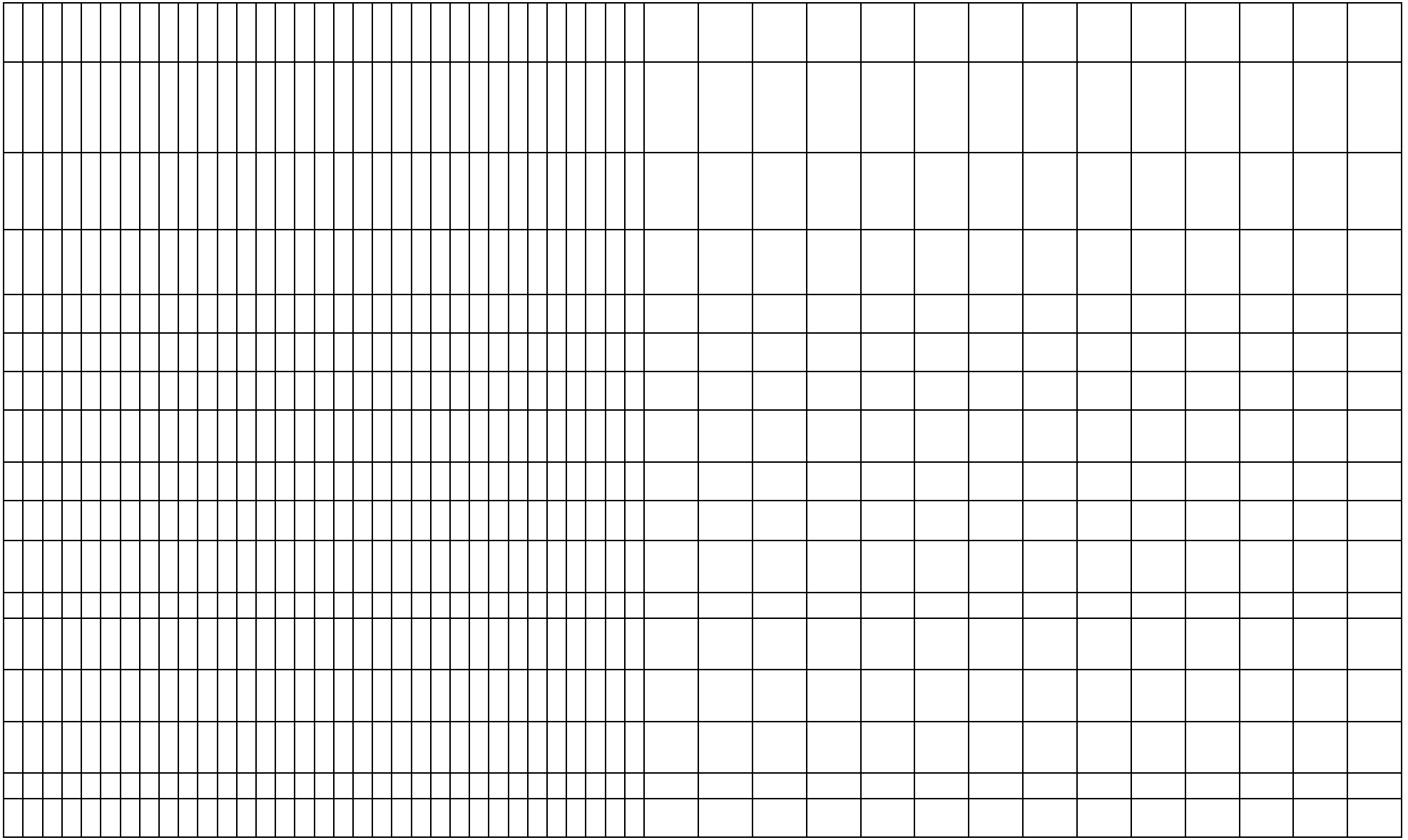


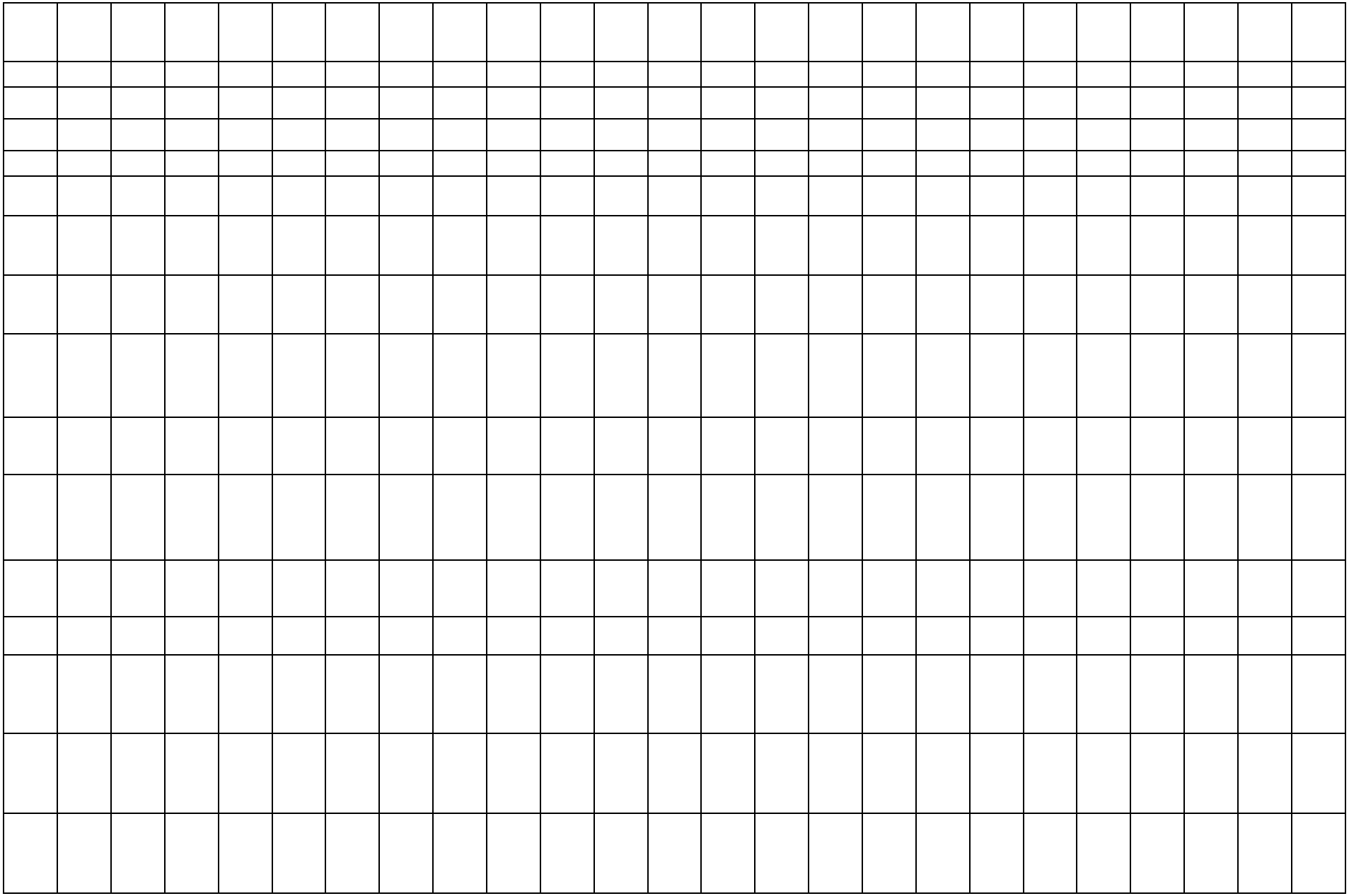


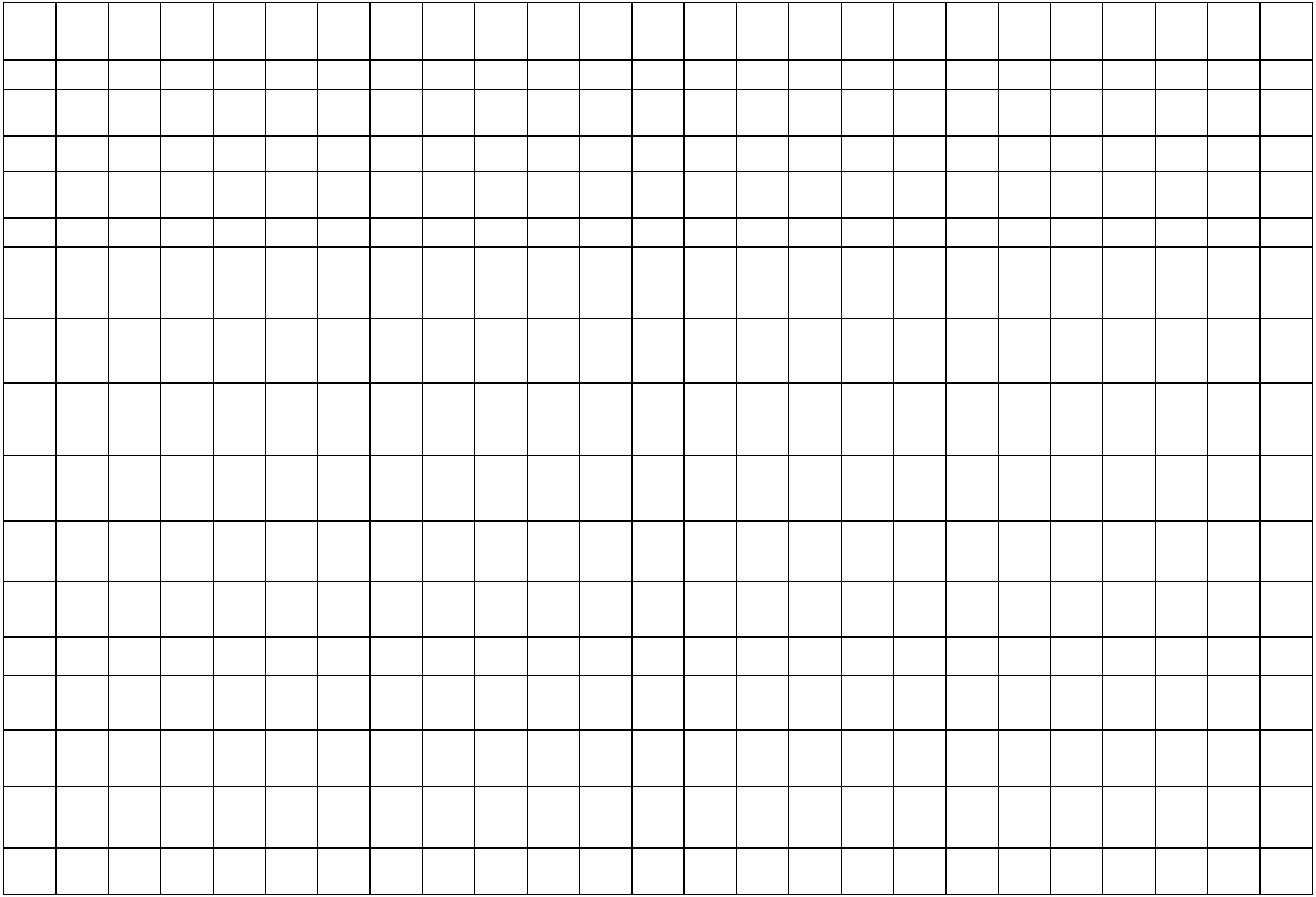


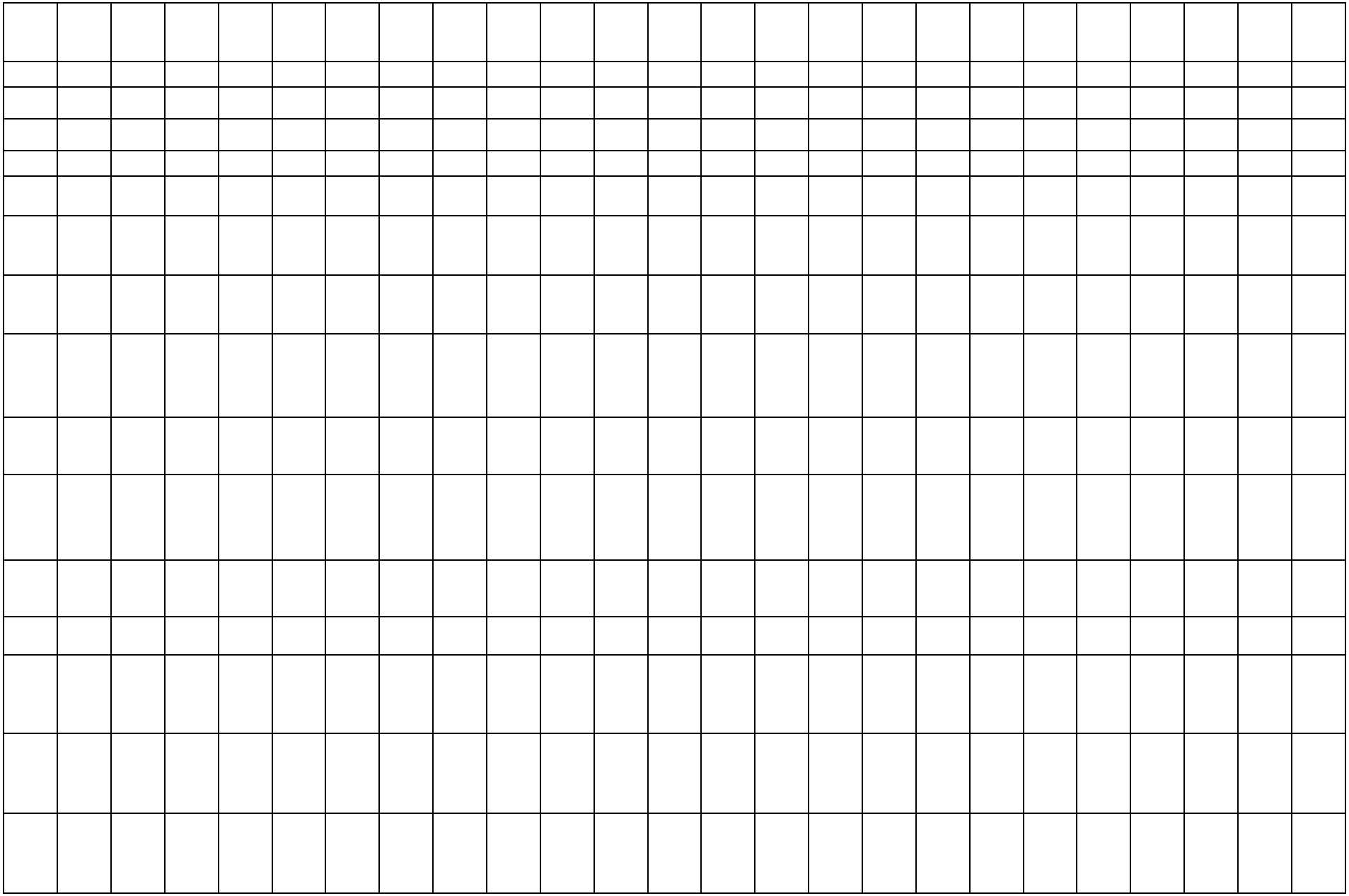


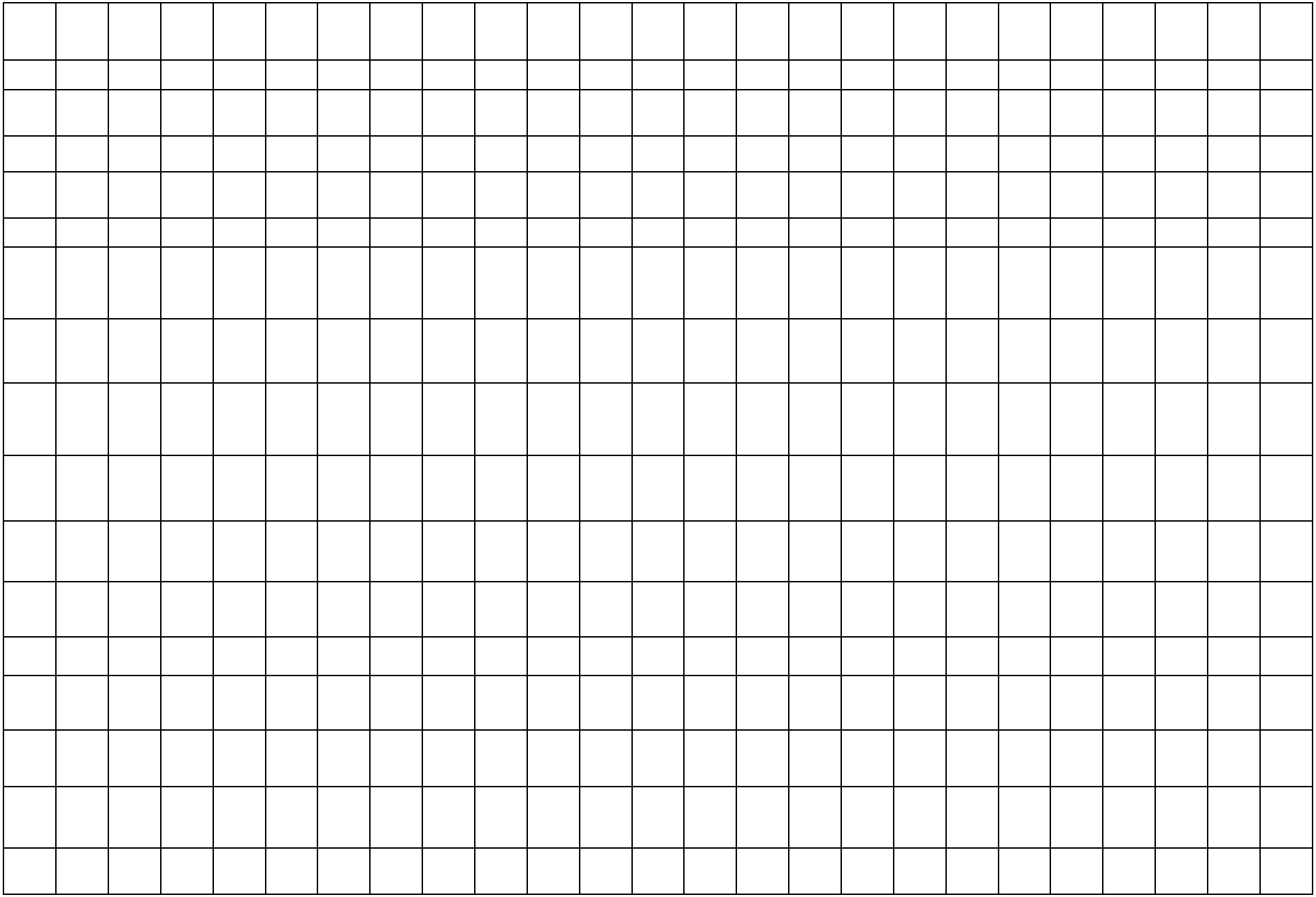


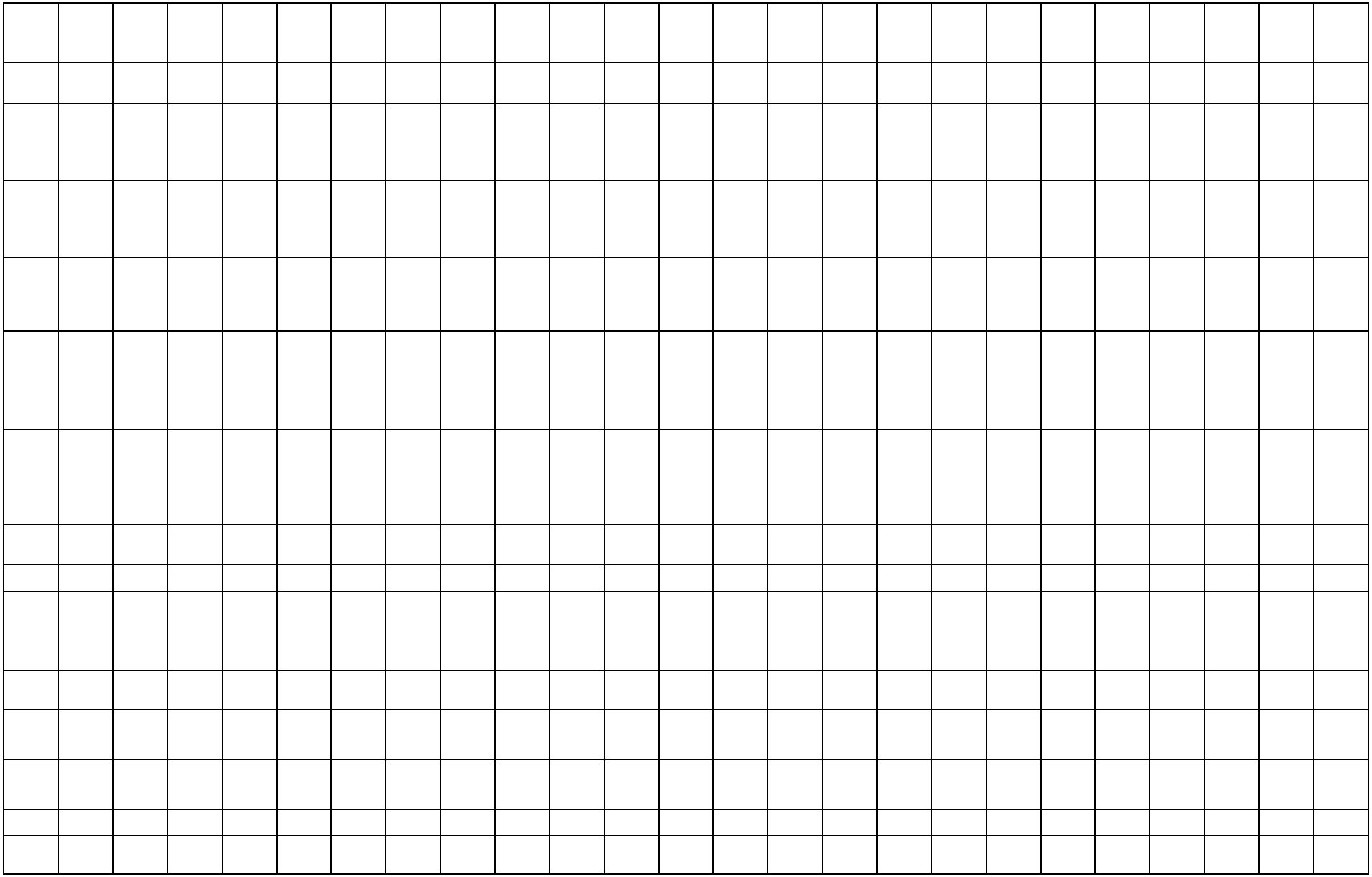


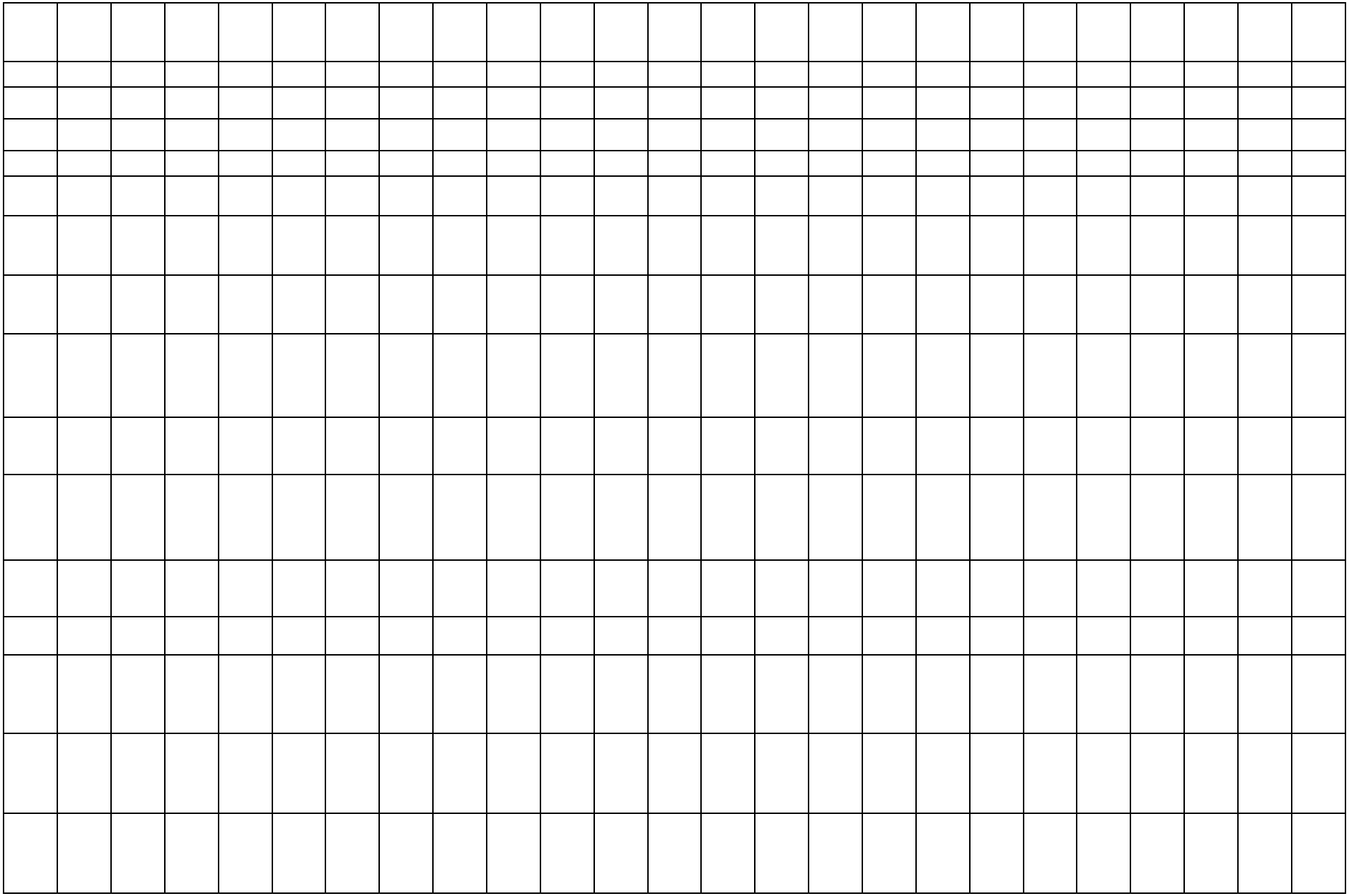


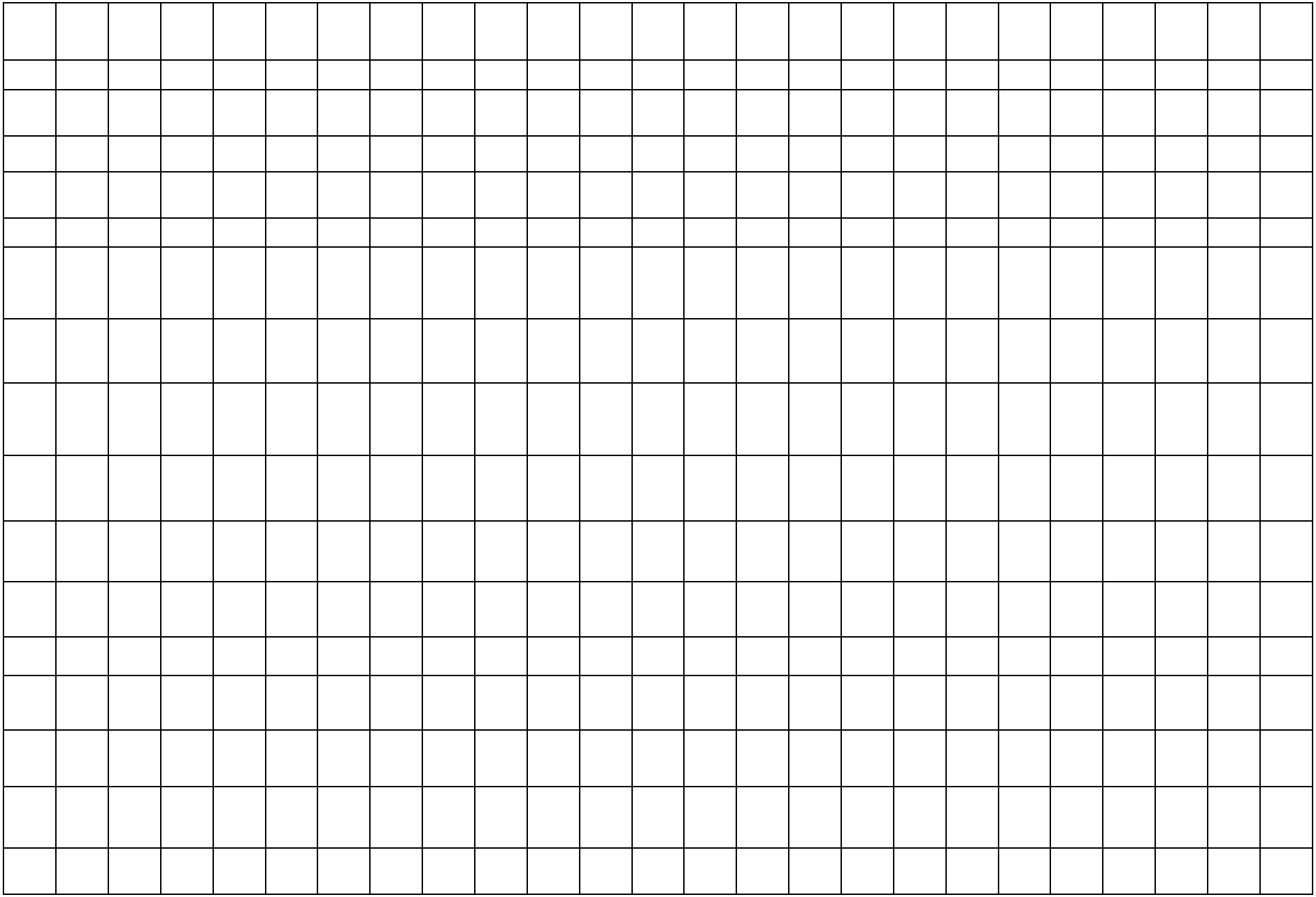


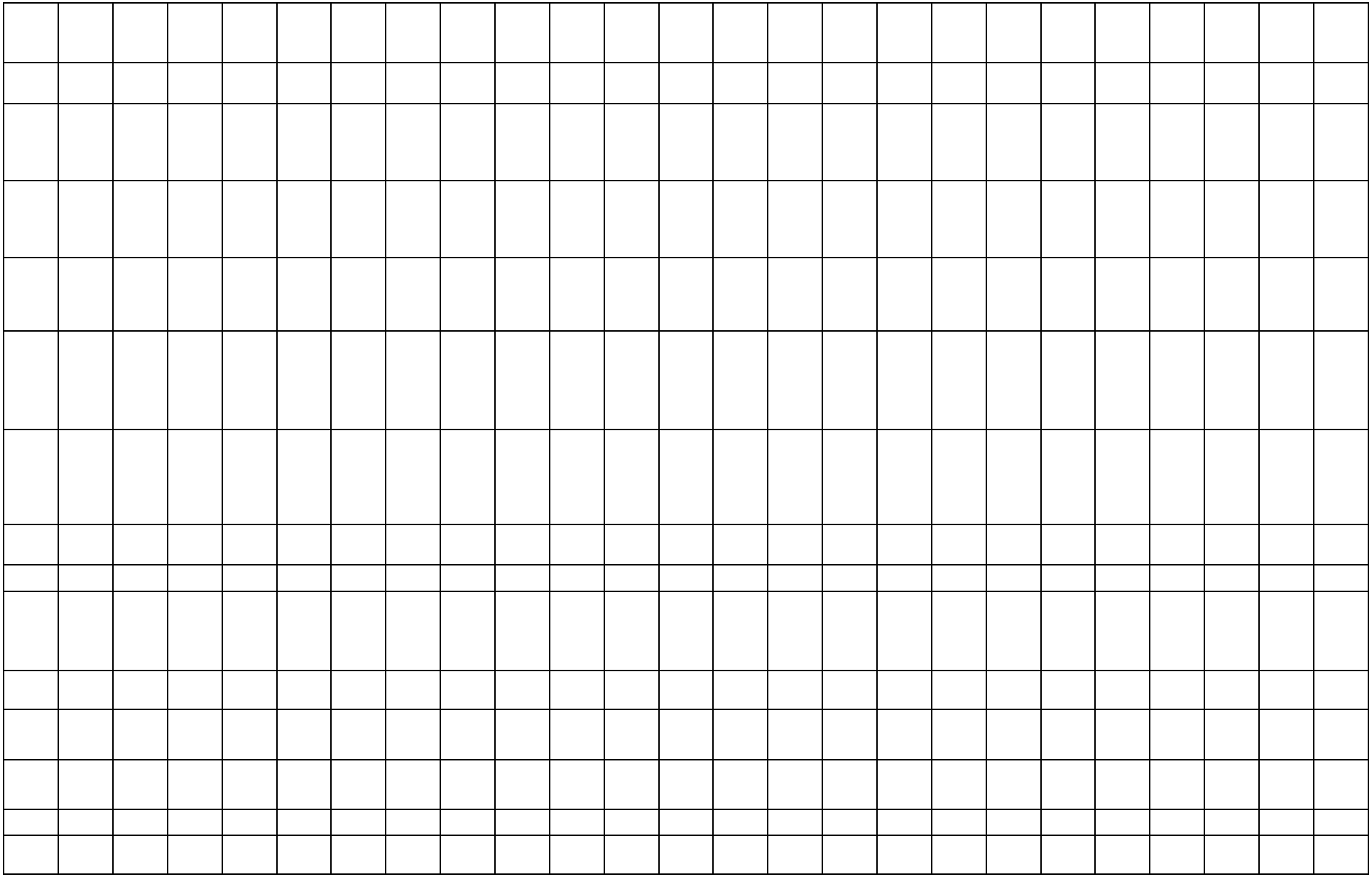


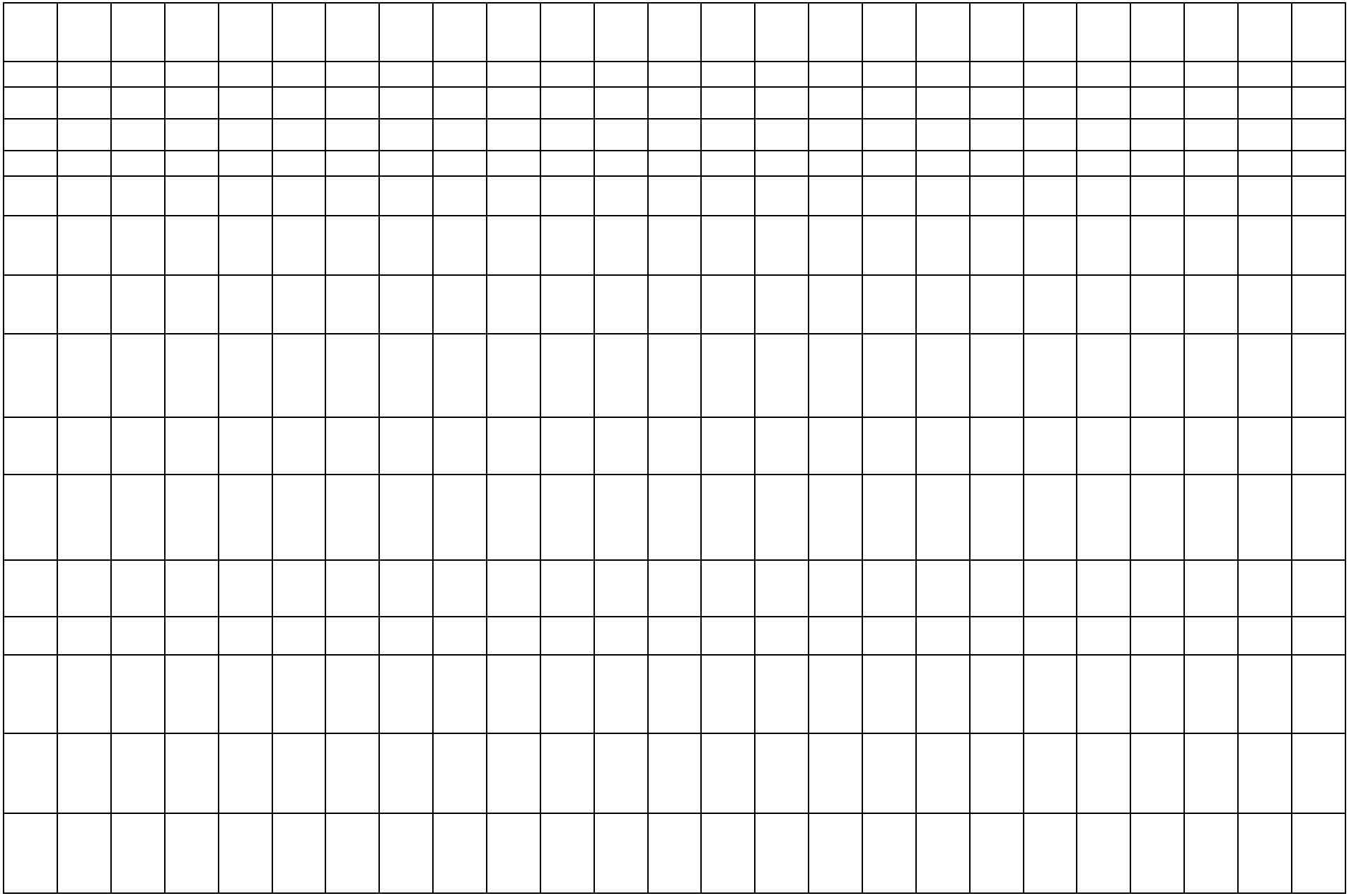


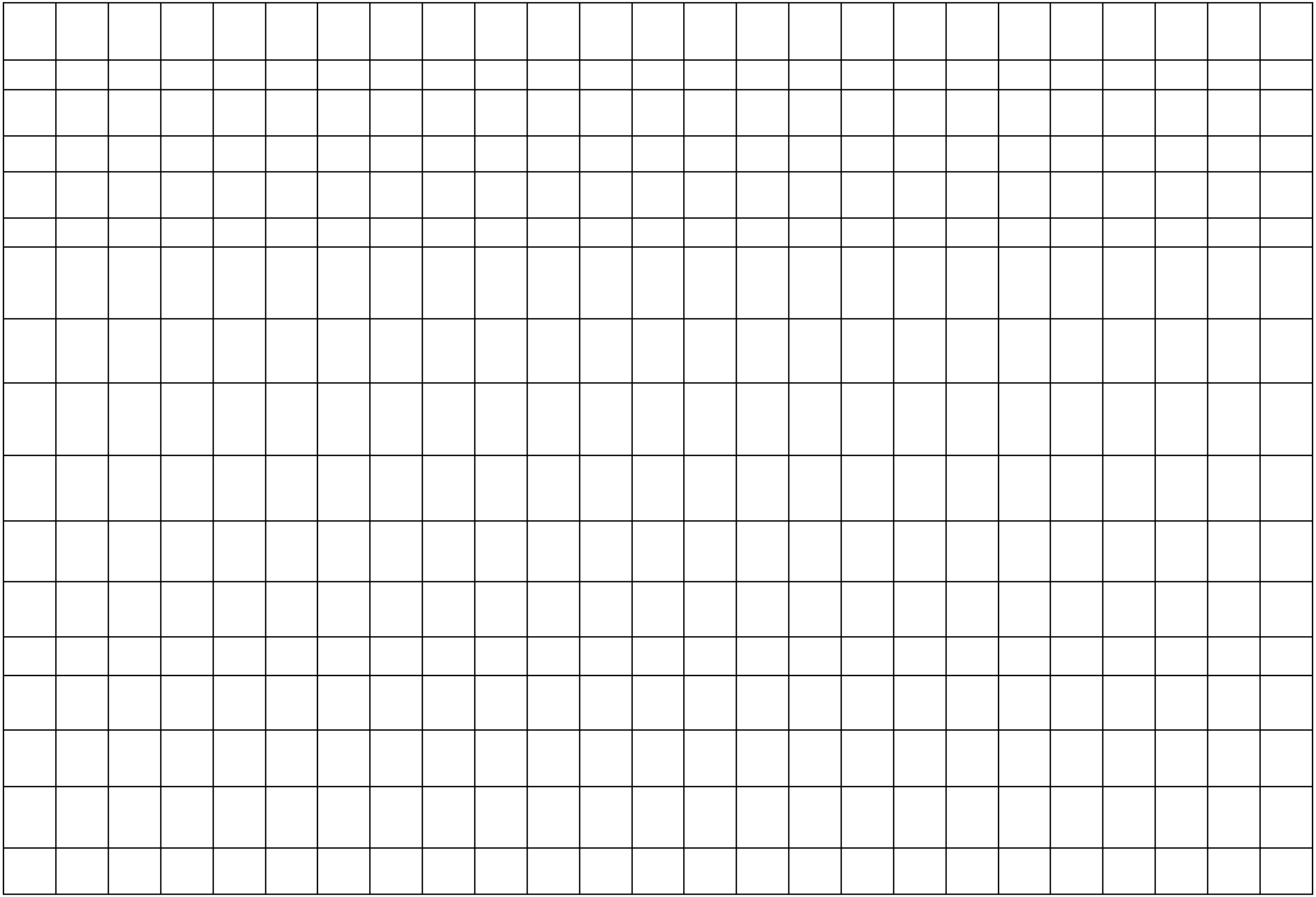


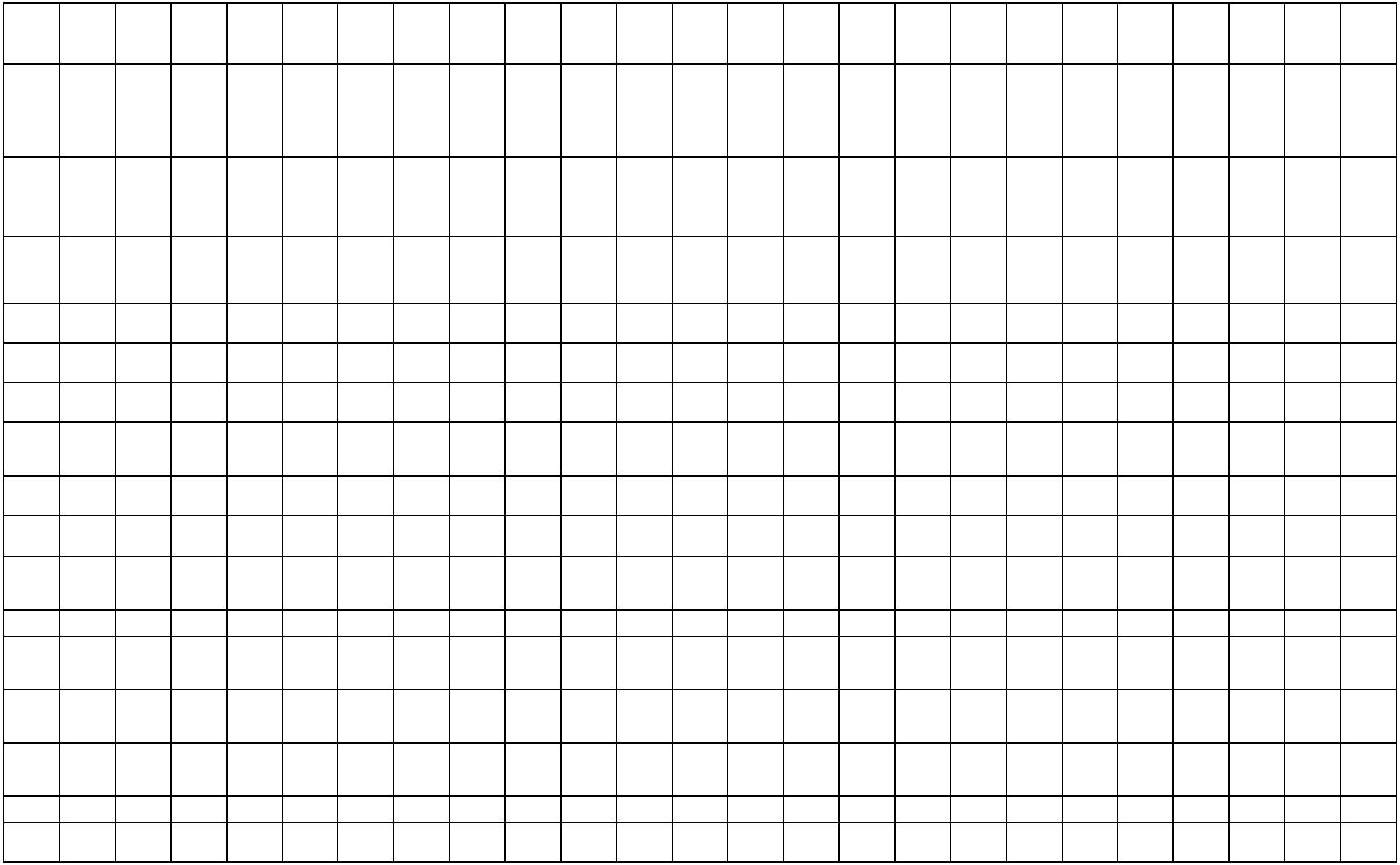


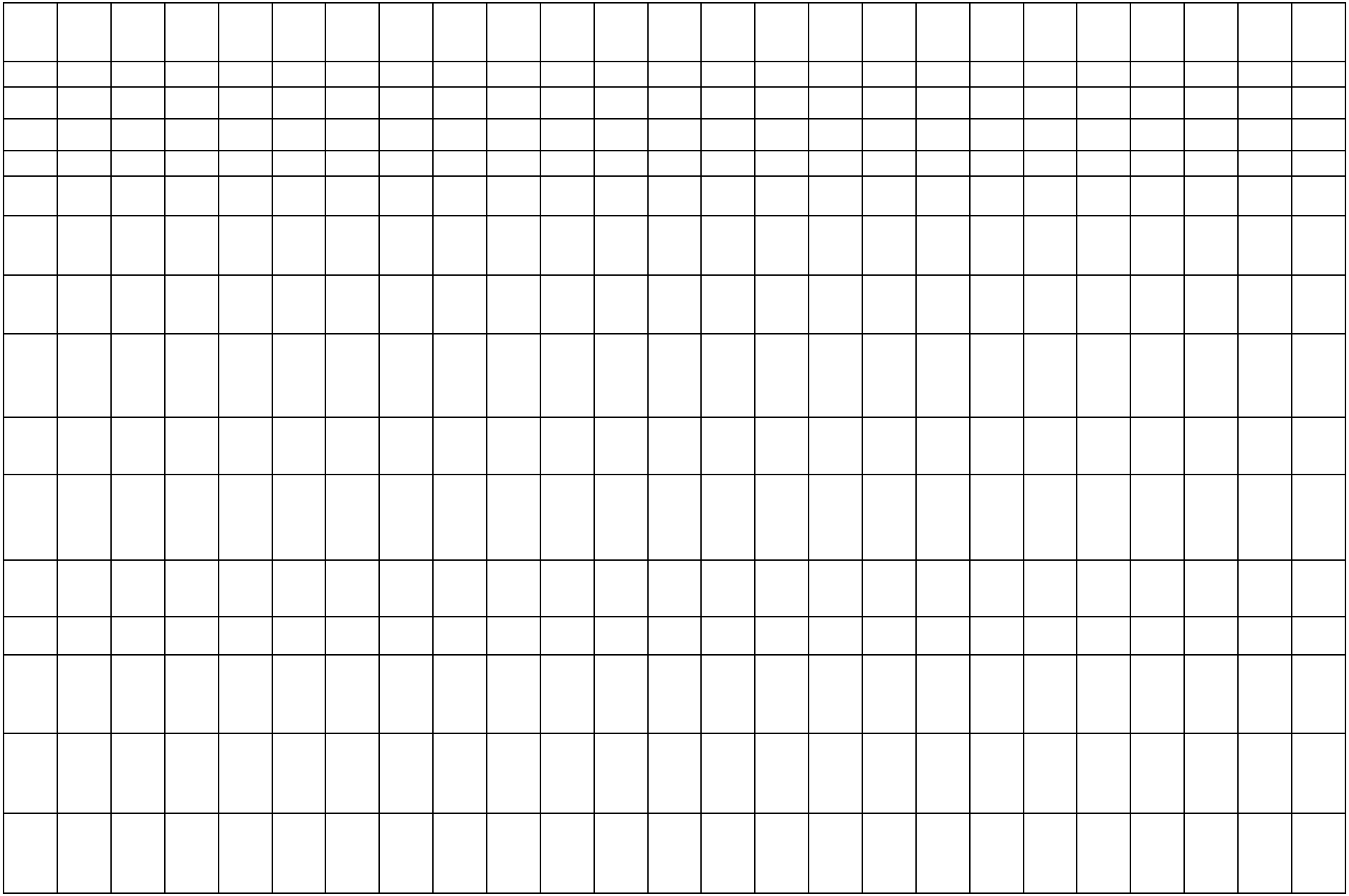


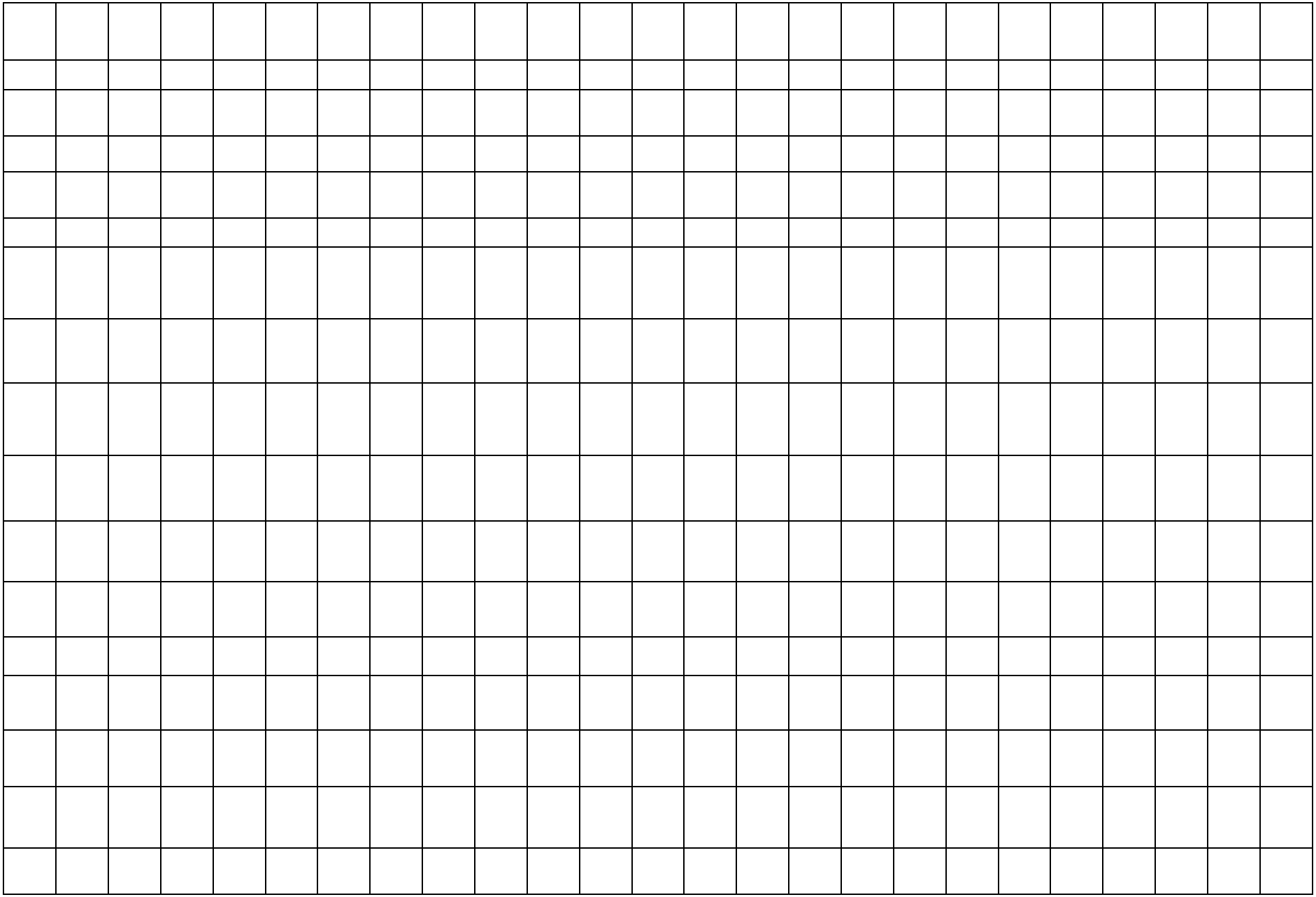


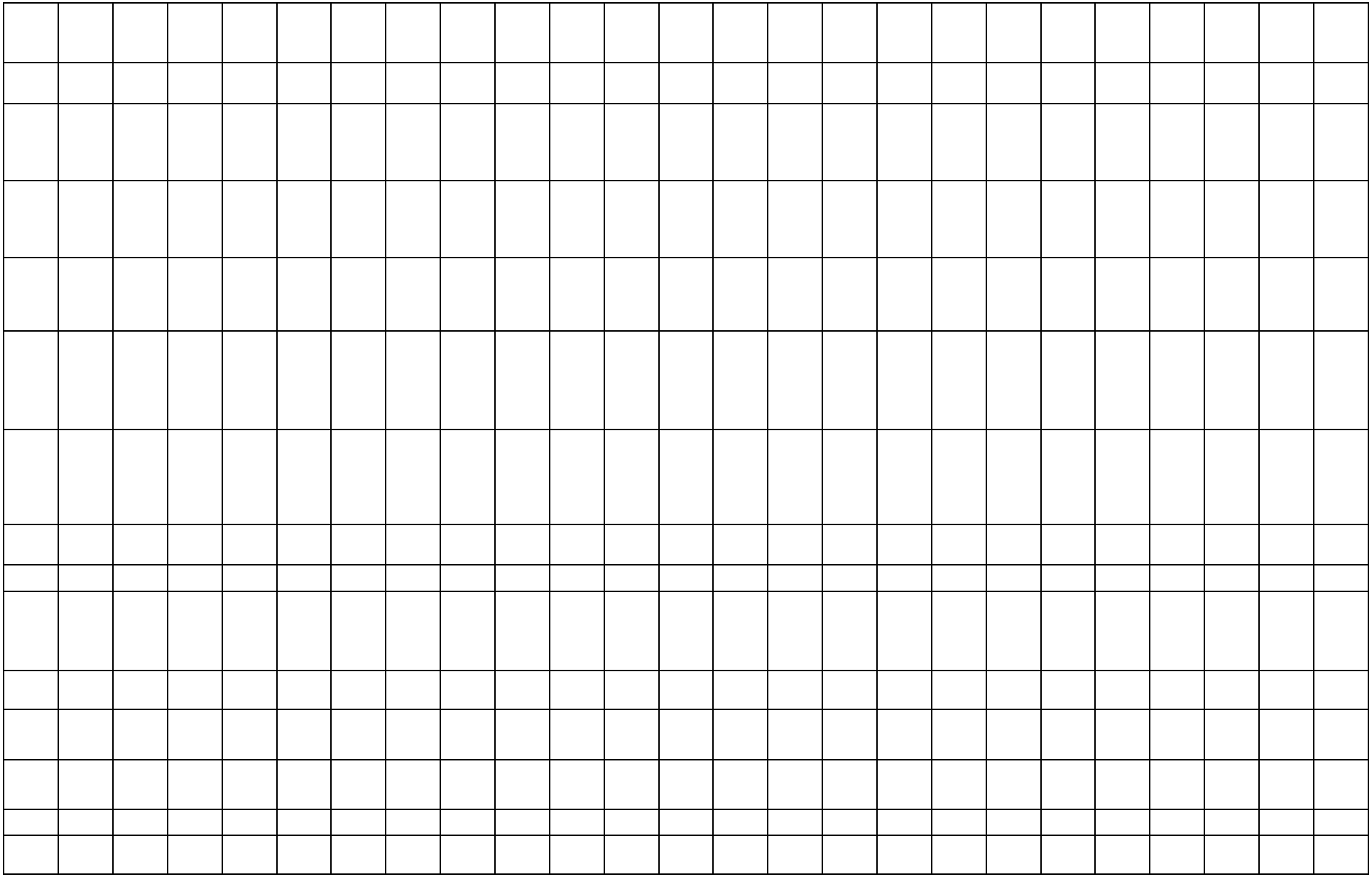


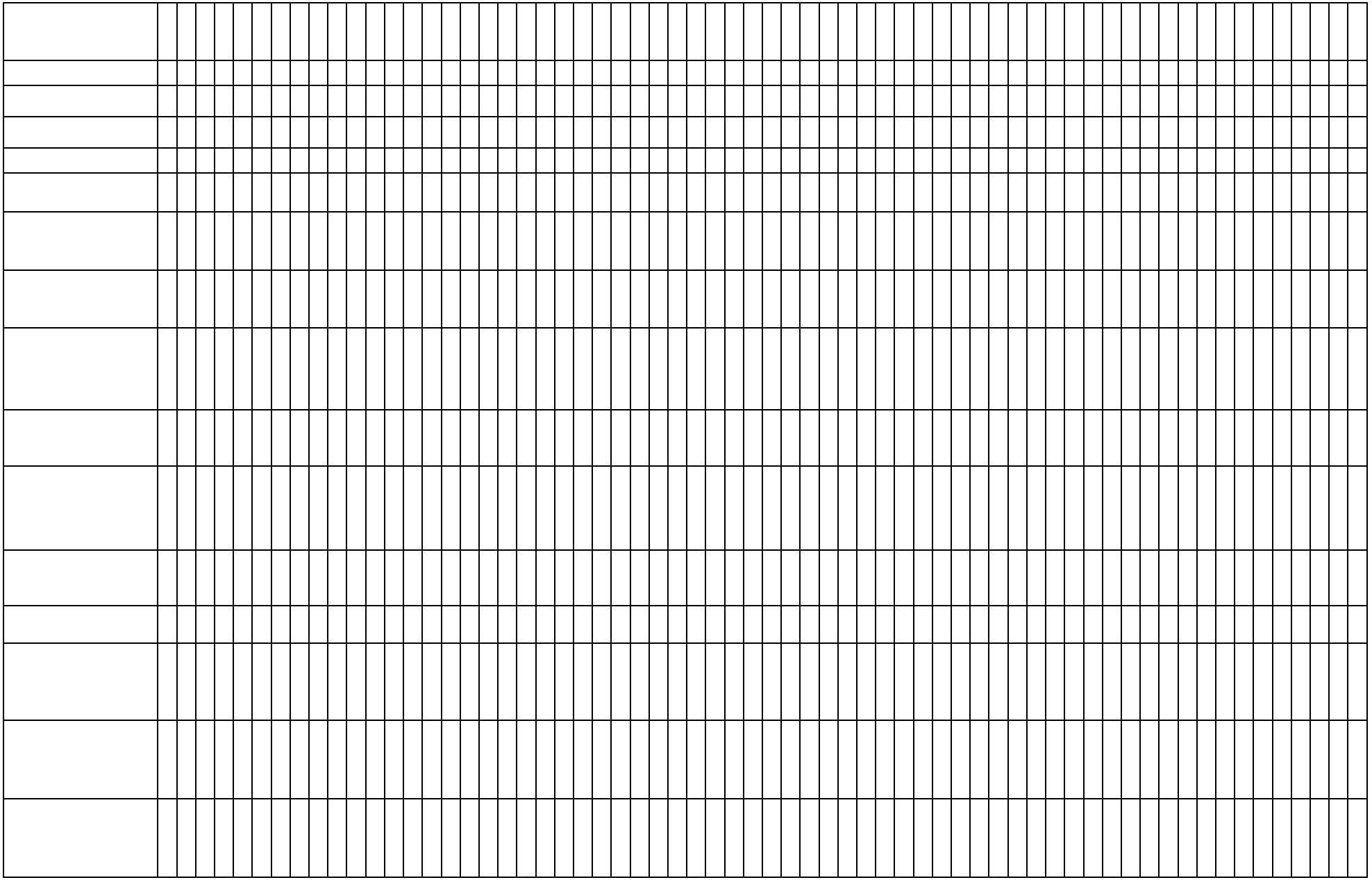


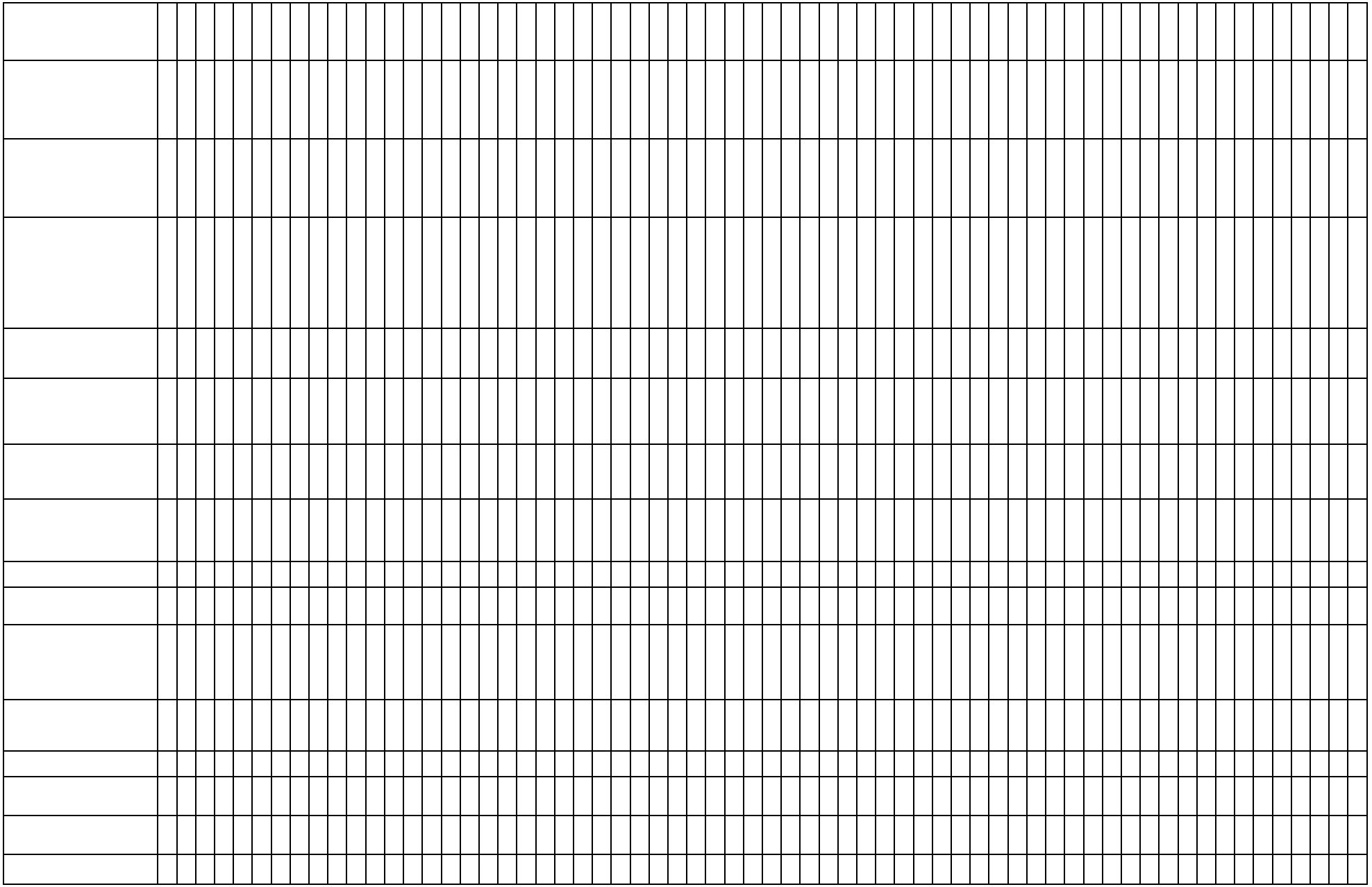


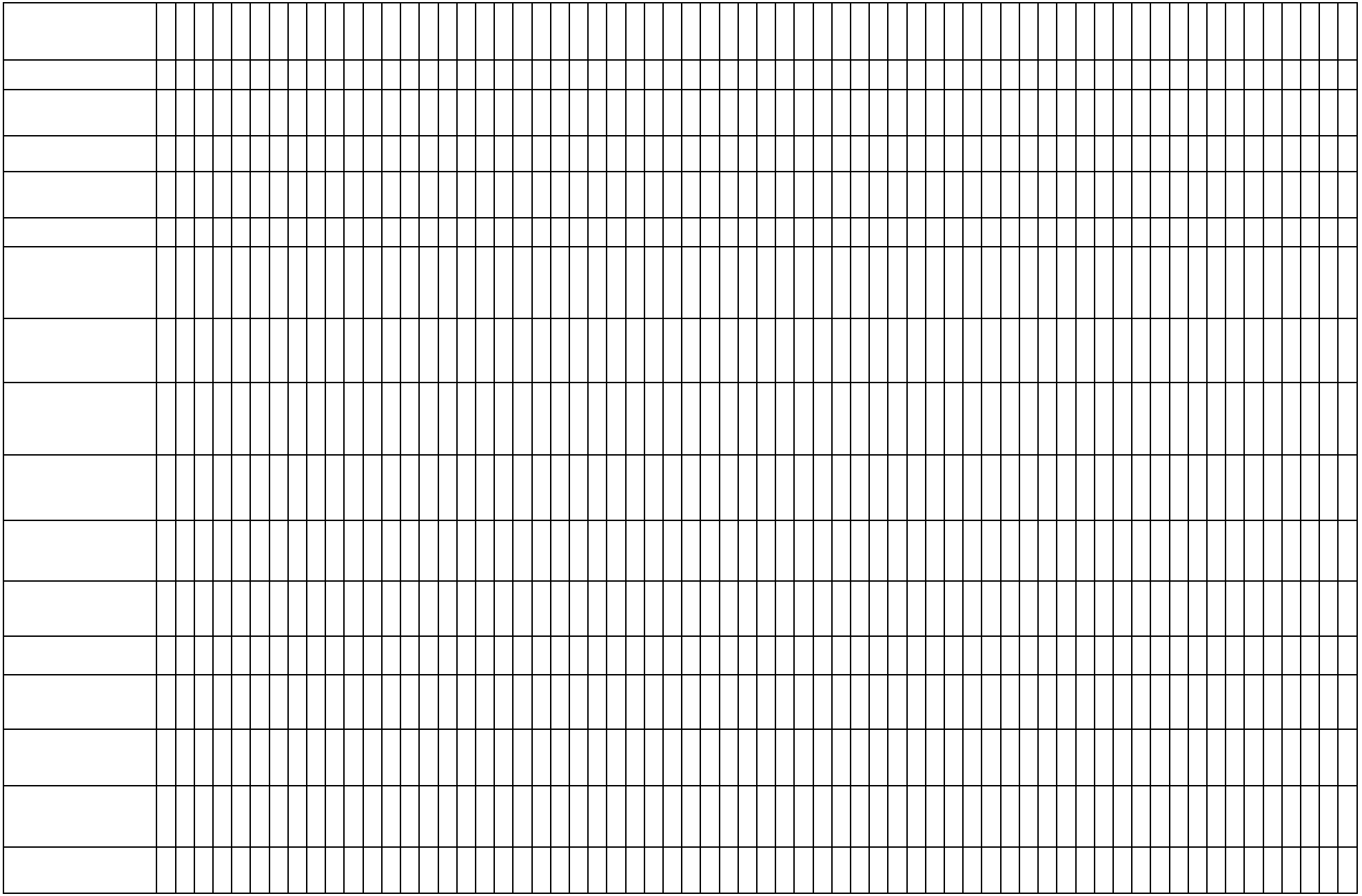


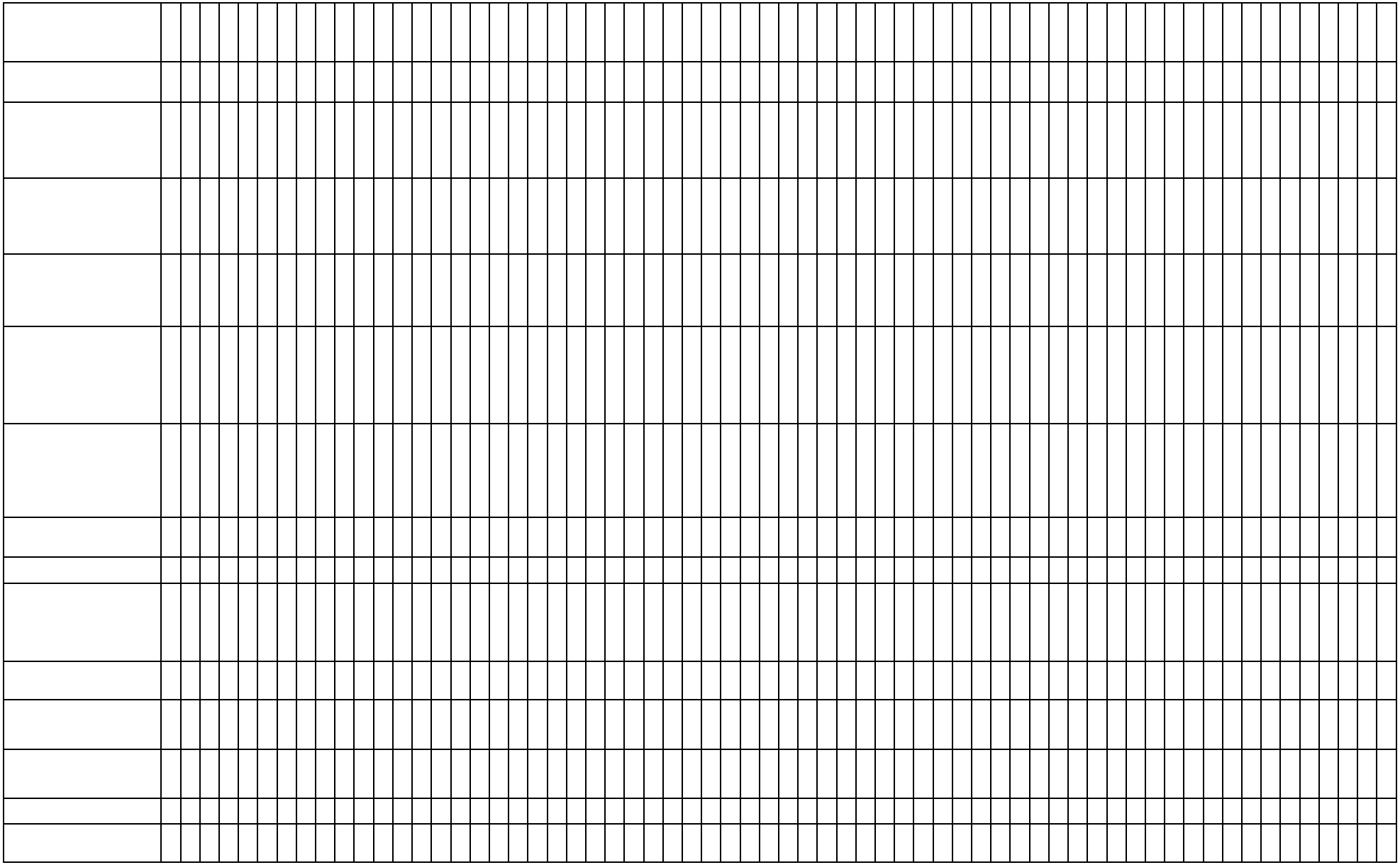


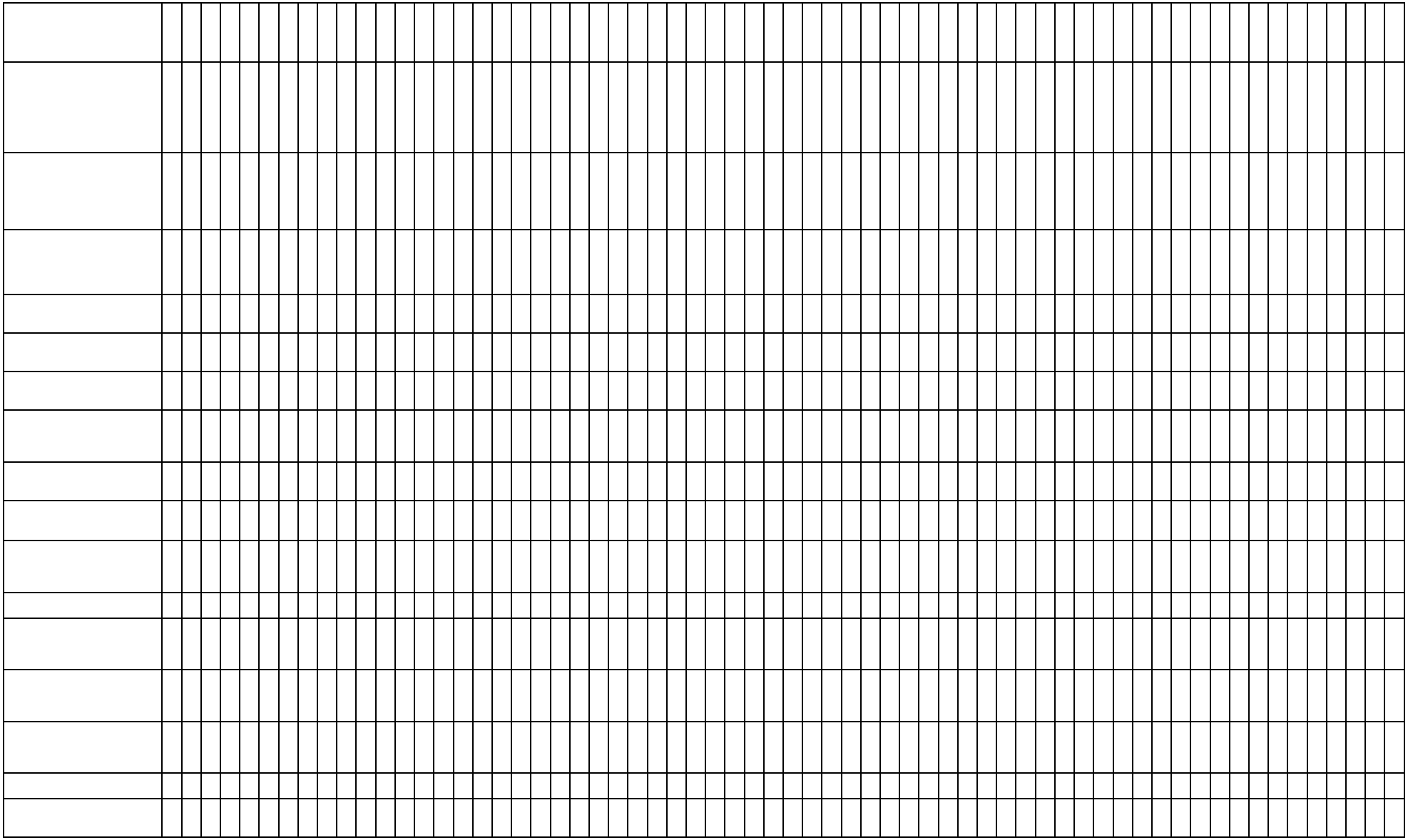


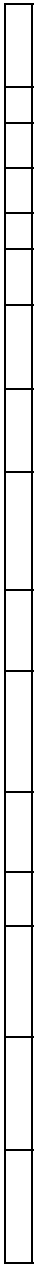


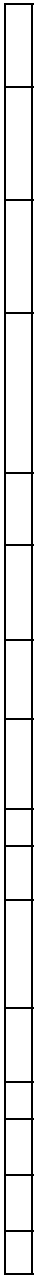


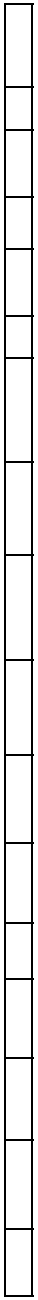


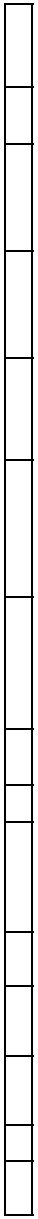


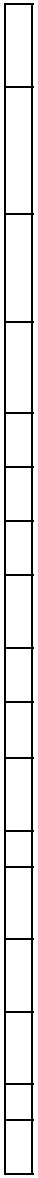












TELFORD & WREKIN COUNCIL

CABINET - 25th JUNE 2015

THE ANNUAL GOVERNANCE STATEMENT 2014/15

JOINT REPORT OF THE CHIEF FINANCIAL OFFICER and THE MONITORING OFFICER

LEAD CABINET MEMBER – CLLR RICHARD OVERTON

1 SUMMARY OF MAIN PROPOSALS

1.1 For the Cabinet to agree the Annual Governance Statement 2014/15 prior to the statement being signed by the Leader and Managing Director. The Statement will then be sent to the Audit Committee for review and approval and will accompany the 2014/15 annual accounts.

2 RECOMMENDATION

2.1 That members of the Cabinet agree the Annual Governance Statement 2014/15, attached as Appendix A, and note the information in the report.

3 SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	*The Governance Framework encompasses the whole Council and therefore all of the Council's priorities.*
	Will the proposals impact on specific groups of people?	
	No	
TARGET COMPLETION/ DELIVERY DATE	*Annual Governance Statement signed and ready to accompany the 2014/15 accounts by 30th June 2015.*	
FINANCIAL/VALUE FOR MONEY IMPACT	No	*The governance framework includes several financial elements, including the Council's financial regulations, the budget strategy and the Treasury Management Strategy. These provide the financial parameters, systems, processes and guidelines within which the Council must operate and as such assists in the delivery of good governance. Strong financial management also supports the delivery of value for money in ensuring economy, efficiency and effectiveness in the Council's decision making and processes.* *The Council's external auditors give an opinion on the financial statements of the authority and a value for money conclusion in their Annual Audit Letter each year which provides further assurance.*
LEGAL ISSUES	Yes	*The requirement for an Annual Governance Statement is established at paragraph 4 of the Accounts and Audit (England) Regulations 2011 and Part 2 paragraph 6 of the Accounts and Audit Regulations 2015. Further details of this requirement are set out at sections 4.1 and 4.2 of this report.*
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	*Good governance supports the identification and management of risks and robust control arrangements.*
IMPACT ON SPECIFIC WARDS	Yes	*Borough-wide impact*

4 INFORMATION

4.1 Under the Accounts and Audit (England) Regulations 2011[1]the Council is required to produce an Annual Governance Statement and it is best practice that the statement is signed by the Leader and Managing Director of the Council. This statement should accompany the Annual Accounts.

4.2 The Annual Governance Statement for 2014/15 is attached at Appendix A and has been developed based on the requirements of the regulations and CIPFA/Solace guidance[2]. The statement includes an action plan (Annex 1) to ensure that we continue to improve our existing governance arrangements.

4.3 The action plan attached to the 2013/14 statement (implemented during 2014/15) has been reviewed and updated to reflect current progress. The position as at 31/03/15 is attached as Appendix B to this report.

4.4 The Annual Governance Statement outlines that the Council has been adhering to its Local Code of Corporate Governance, continually reviewing procedures to maintain and demonstrate good corporate governance and that it has in place robust systems of internal control which is even more important in these times of financial constraint. The Council can be assured that during 2014/15, including during organisational and personnel changes that the existing or revised governance arrangements have continued to support proper governance. Where required changes to procedures have been agreed by SMT and changes to the Constitution have been agreed by the Council, through the Council's Constitution Committee.

4.5 Assurance for the annual governance statement is provided by all areas of the Council and externally by the following:

a) Leader and Managing Director – who sign the statement to acknowledge their responsibilities;
b) Senior management – Managing Director, Directors, Assistant Directors;
c) Chief Financial Officer;
d) The Monitoring Officer;
e) Members – Scrutiny arrangements, Standards Committee, Audit Committee and other Regulatory Committees;
f) Internal Audit ;
g) Partners;
h) External Audit; and
i) Other external inspection agencies.

4.6 The 2014/15 Annual Governance Statement sets out the Council's governance arrangements that operated during the period – 1st April 2014 to 31st March 2015 and measures the effectiveness of them.

5 IMPACT ASSESSMENT – ADDITIONAL INFORMATION

N/A

6 PREVIOUS MINUTES

6.1 Cabinet 31st May 2012; 30th May 2013; 26th June 2014
Audit Committee 26th June 2012; 25th June 2013; 30th June 2014

[1] Updated from 1st April 2015 by the Accounts and Audit Regulations 2015.
[2] Application Note to Delivering Good Governance in Local Government: a Framework March 2010 and Delivering Good Governance in Local Government Guidance Note for English Authorities 2012 Edition

7 BACKGROUND PAPERS

Local Code of Corporate Governance May 2008
CIPFA/SOLACE - Application Note to Delivering Good Governance in Local Government: a Framework March 2010
CIPFA/SOLACE – Delivering Good Governance in Local Government Guidance Note for English Authorities 2012 Edition and Addendum
KPMG Report to those charged with governance 2013/14
KPMG Annual Audit Letter 2013/14
External inspection reports 2014/15
Annual Audit & Information Governance Report 2014/15

Report by Jenny Marriott, Audit & Information Governance Manager 383101

Telford & Wrekin
COUNCIL

ANNUAL GOVERNANCE STATEMENT 2014/15

1. Introduction

1.1 Under the Accounts and Audit (England) Regulations 2011 the Council is required to produce an Annual Governance Statement to accompany the Statement of Accounts which is approved by the Audit Committee (those charged with governance). The Annual Governance Statement outlines that the Council has been adhering to its Local Code of Corporate Governance, continually reviewing policies and procedures to maintain and demonstrate good corporate governance and that it has in place robust systems of internal control.

2. Standards of Governance

2.1 The Council expects all of its members, officers, partners and contractors to adhere to the highest standards of public service with particular reference to the formally adopted Codes of Conduct, Constitution, and policies of the Council as well as applicable statutory requirements.

3. Scope of Responsibility

3.1 Telford & Wrekin Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively to secure continuous improvement.

3.2 To this end the Council has a local code of corporate governance to ensure that it is consistent with the principles of the CIPFA/SOLACE Framework Delivering Good Governance in Local Government and Delivering Good Governance in Local Government: Guidance Note for English Local Authorities 2012 edition. Within this code and to meet its responsibilities, the Council (members and officers) is responsible for putting in place proper arrangements for the governance of its affairs including risk management, the requirements of regulations[1] and ensuring the effective exercise of its functions.

3.3 The Council continues to review its arrangements against best practice and implement changes to improve the governance framework (including the system of internal control) - see paragraph 5.

4. The Purpose of the Governance Framework

4.1 The governance framework comprises the systems and processes, and cultures and values, by which the Council is directed and controlled and its activities through which it accounts to, engages with and leads the community. It enables the Council to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost effective services.

4.2 The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, priorities and objectives and can therefore only provide reasonable and not absolute

[1] Regulations 4(2), 4 (3) and 4(4) of the Accounts and Audit (England) Regulations 2011

assurance of effectiveness. The system of internal control is based on an on-going process designed to appropriately identify, quantify and manage the risks to the achievement of the Council's priorities, objectives and policies.

4.3 The governance framework has been in place at the Council for the year ended 31st March 2015 and up to the date of approval of the statement of accounts. Reviews and updates to the framework will take place during 2015/16 and beyond to support good governance, revised service delivery and organisational change.

5. The Governance Framework

5.1 The key elements of the systems and processes that comprise the authority's governance framework (which is underpinned by the Council's values[2]) include:

- Community Strategy - Shaping Our Future – Telford & Wrekin's Journey to 2020 - approved by Council on 2nd May 2013;
- The Council's Medium Term Plan 2013/14 to 2015/16 which outline the Council's ambitions and priorities based on stakeholder feedback and these inform the service and financial planning process and personal targets;
- The Constitution (which includes the scheme of delegations, financial regulations and contract standing orders), Forward Plan and decision making processes;
- Co-operative Council principles and clear vision and values for the Council and the Community;
- Clear governance arrangements to manage the Council's change programmes and restructuring occurring across the Council and key capital projects;
- Designated statutory officers – Head of Paid Service (Managing Director), Chief Financial Officer, Monitoring Officer, Director of Children's Services, Director of Adult Social Services, Director of Public Health and Scrutiny Officer;
- The Council's Information Governance arrangements include a Caldicott Guardian and an Information Governance Framework sponsored by a designated Senior Information Risk Owner (SIRO), data and information security and sharing policies and procedures. There is also a comprehensive training and awareness programme;
- The Performance management framework and data quality systems. These provide reports to SMT[3], Cabinet and Scrutiny;
- A Legal Services team to ensure that the Council operates within existing legislation and is aware of and acts upon proposed changes to legislation;
- The democratic decision making and accountability processes contained within the Constitution;
- The Adults and Children's Safeguarding Boards and their associated accountability with an independent Chair;
- SMT meets weekly with regular management meetings with Service Delivery Managers and Group/Team Leaders;
- Policy Review – appropriate SMT members and Cabinet meet regularly to discuss emerging key strategic issues which could affect the Council in the future and formulate medium term planning strategy/options.
- The Standards Committee, Audit Committee, scrutiny function and other regulatory committees;
- The development of internal controls and checks within new systems and when existing systems are reviewed;
- The Council's People Services and workforce/organisational development procedures[4] are supported by clear recruitment processes. These are followed up by induction training (which includes information on the constitution, key policies, procedures, laws

[2] Co-operative values of ownership – openness & honesty; involvement, fairness and respect
[3] Senior Management Team – Managing Director, Directors and Assistant Directors.
[4] Further development work is continuing on these during 2014/15 to reflect the implementation of the People Services reorganisation and the Councils priority of Business Supporting, Business Winning Council

and regulations appropriate to the post and experience of the post holder) and on going training and development;

- Member and Officer[5] Codes of Conduct and the Officer/member protocol underpin the standards of behaviour expected by members and officers;
- A Member development programme to ensure members are properly equipped and have the capacity to fulfil their roles;
- The Council's communication, consultation and engagement strategies ensure that the local community knows what the Council is doing, receives feedback from them including the identification of their needs for incorporation into the Council's priorities;
- The deputy Leader of the Cabinet is the lead member responsible for Corporate Governance including Risk Management. The key officer for Corporate Governance including risk management is the Managing Director. The service and financial planning process incorporates risk management and strategic risks are reviewed by SMT and agreed by the Cabinet;
- The Council's financial management arrangements conform with the governance requirements of the CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2010);
- Comprehensive budget strategy and management of the associated risks of reduced resources provides robust financial management and regular reporting to members;
- A process for the completion and approval of business cases for use of the Capacity fund, Invest to Save fund and use of consultants.
- The Council's Treasury Management Strategy and arrangements conform to CIPFA and Audit Commission guidance and is monitored by the Audit Committee;
- Internal audit operates to the Public Sector Internal Audit Standards and on a risk basis reviews the Council's systems and processes set out to achieve the Council's priorities in order to provide an opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and control. The Audit & IG Manager operates to meet the requirements of the CIPFA Statement on the Role of the Chief Internal Auditor in Public Sector (2010);
- Anti-fraud and Corruption, Speak Up and Prosecution policies support the council's governance processes and anti-fraud and corruption culture;
- The Council's Partnership protocol and agreed governance and reporting arrangements for the Council's significant partnerships;
- Projects are managed, as appropriate, within the principles of the PRINCE 2 methodology. This includes risk identification and management.
- Governance awareness and training for members within their member development programme and for officers through induction, Staff news, and update sessions on any revised governance arrangements (including information governance).

6. Review of Effectiveness

6.1 Telford & Wrekin Council has responsibility for conducting, at least annually, a review of the effectiveness of the governance arrangements including the system of internal control. The review of the effectiveness is informed by:-

a) the senior managers within the authority who have responsibility for the development and maintenance of the governance environment;
b) the work of internal audit; and also
c) by comments made by the external auditors and other external review agencies and inspectorates.

6.2 The Cabinet monitors the effectiveness of the governance framework through the consideration of regular service and financial management information reports from senior management. Individual Cabinet members receive regular feedback from senior officers in

[5] The Employee Code of Conduct and was re-issued in April 2013.

respect to their areas of responsibility on the progress of priorities and objectives. Issues of strategic and corporate importance are referred to the Cabinet.

6.3 The Council's Scrutiny function continues to review the development of policy, the decision making process and areas of concern. The subject areas for review are informed by community engagement, direct feedback to members from within the community and the results of review and inspection (both external and internal) and areas of policy being developed by the Council and the Executive.

6.4 The Internal Audit plan is informed by the Council's service and financial planning processes, strategic risk register, external inspection reports, external networking, the requirements of the External Auditor, comments from senior management and their opinion of the current state of the governance risk and internal control arrangements. During 2014/15 the Internal Audit team achieved just under 90% of their planned work (best practice is 90%) and this has been used with the relevant output from unplanned work to form their opinion on adequacy and effectiveness of the Council's governance, risk management and internal control framework.

6.5 Internal Audit report on a quarterly basis and also annually to the Audit Committee. The Audit Committee has asked for additional information during the year and requested Assistant Directors and Service Managers to attend to provide assurance on the management of risks and implementation of recommendations.

6.6 Internal Audit has continued to provide support to Adult Social Services (ASS) in respect to financial processes and systems and there were updates to the June 2014 and March 2015 Audit Committees. Senior Management changes have been implemented and external support has been commissioned to inform the future operating model. ASS phase 2 restructure will be launched in late June 2015.

6.7 The Council has an Anti-Fraud & Corruption Policy, supported by a Speak Up policy. The Council has a zero tolerance policy in relation to fraud and corruption and it is service management's responsibility to ensure there are adequate controls in their areas to ensure the opportunities for fraud are minimised. It is everyone's responsibility to report suspicions and the Speak Up policy supports this. Internal Audit undertakes proactive fraud work based on a fraud risk register and will be re-reviewing the Council's anti-fraud activities against best practice (issued by CIPFA Autumn 2014 with guidance June 2015) during 2015/16. Other specific anti-fraud and corruption activities are undertaken by Revenues & Benefits and Trading Standards. An annual report on these activities is presented to the Audit Committee.

6.8 The Audit Committee terms of reference also incorporates the review and monitoring of the Council's Treasury Management arrangements. Members of the Committee are kept up to date through awareness training on factors that influence/affect delivery of the strategy.

6.9 The Council's performance management framework has systems and procedures which drive continuous improvement in performance. This has been reviewed and developed to reflect the Government's Single Data List.

6.10 The Council has continued to review its governance framework to gain assurance that its approach to corporate governance is both adequate and effective in practice and that sound systems of internal control are operating. These reviews have included the Constitution and associated policies, procedures, management processes and reporting arrangements. However it is recognised that further work is required to some areas within the Constitution and management procedures and this is included in the action plan attached to this statement (Annex 1).

6.11 The Council recognises the importance of Information Governance and formalised its Information Governance framework in 2014/15. It has taken significant steps to improve the

security of its IT, paper and handling processes to meet the compliance requirements for Data Handling in Government. The Information Governance team has continued to report to the Audit Committee during the year including information on responses to information rights requests and data security breaches. During 2014/15 no enforcement action has been taken by the ICO against the Council despite exchanges of correspondence between the ICO and the Council due to referrals to the ICO by the public and other third parties.

6.12 ICT infrastructure upgrades during the year have further improved security, data handling and business continuity. Further infrastructure improvement are planned for 2015/16 and 2016/17. A full review of the ICT strategy was undertaken in 2014/15 and was agreed by SMT.

6.13 The Managing Director, Directors, Assistant Directors and Service Delivery Managers have signed annual assurance certificates confirming that the governance framework has been operating within their areas of responsibility, subject to the actions outlined in Annex 1.

6.14 The Accounts and Audit (England) Regulations 2011 require a review of the effectiveness of internal audit and in addition to customer feedback the External Auditors review of the work of Internal Audit and their compliance with the Public Sector Internal Audit Standards has contributed to meet this requirement. The Internal Audit Annual Report 2014/15 sets out the internal audit opinion and that the External Auditor has reviewed and relied upon the work of Internal Audit in respect to the key financial systems for the 2014/15 final accounts audit.

6.15 The External Auditor's Annual Audit Letter 2013/14 included in its headlines:

- Value for Money conclusion – we issued an unqualified conclusion on the Authority's arrangements to secure value for money (VFM conclusion) for 2013/14 on 16 September 2014. This means we are satisfied that you have proper arrangements for securing resilience and challenging how you secure economy, efficiency and effectiveness.
  To arrive at our conclusion we looked at your financial governance, financial planning and financial control processes as well as how you are prioritising resources and improving efficiency and productivity
- Audit opinion - we issued an unqualified opinion on your financial statements on 16 September 2014. This means that we believe the financial statements give a true and fair view of the financial position of the Authority and of its expenditure and income for the year.

6.16 In 2014/15 Children's Centre inspections by Ofsted were realigned to localities. There was an inspection of the Wrekin locality 2014/15. Copies of the reports are available at www.ofsted.gov.uk but the main findings were

Location	Date	Grading[6]
Wrekin locality	May 2014	Requires improvement (3)

Improvements have already been made and action plans have been agreed and are in place to address remaining recommendations and these are being monitored by senior management and members.

6.17 To support the significant challenges in Adult Social Care(reduced spend, increasing demographic pressures, the implementation of the Care Act 2014 and a budget deficit) and to confirm and inform the savings programme, following procurement, Capita were invited to review our service in July /August 2014 and provide a portfolio of opportunities for us to consider. Below is a summary of the opportunities identified that could deliver the savings over the next 2 years:

[6] Grades are 1 = Outstanding; 2 = Good; 3 = Requires improvement; 4 = Inadequate

- Improving and enhancing the **Information & Advice Service.**
- A multi-disciplinary, centralised **Access and Assessment Hub** to provide a much more effective management of demand.
- Managing **Safeguarding Alerts and Referrals** more effectively.
- **Evaluate and remodel the reablement function.**
- More effective targeting of **Telecare & Assistive Technology.**
- **"Floating Out" Support Planning and Brokerage** function and separating it from the assessment process.
- More **effective approaches to Reviews.**

In addition John Bolton, who over the last 3 years has led a national review looking at efficiencies achieved by local authorities in delivering adult social care, was invited in December 2014 to review our progress against the national and local challenges facing adult social services. His key messages to the Council are summarised below:

- Need strong, clear Vision/Commitment statement owned by all stakeholders, signed off and led by Councillors
- Ensure all staff are fully signed up to Vision and culture to deliver – workforce development
- Move from "understanding" to "doing"
- Reducing spend is dependent on managing down demand
- Front door is key, including an integrated approach with NHS
- Commissioning for outcomes and promoting independence – in particular all home care and any residential based crisis/discharge to assess/enablement support
- Older People - No admission to residential/nursing home care without crisis interventions to support at home. Where admitted to "crisis" beds, they must be commissioned for "promoting independence" outcomes
- Learning Disability – Need to significantly review and reduce existing use of residential provision.
- Performance Management Information – need focus on information which helps understand and manage flow and reducing demand
- In-house provider – must be competitive and lead by example in promoting independence

The Council is making good progress against both the recommendations from the Capita and John Bolton reviews, together with the previous recommendations from the Adults Peer Challenge in 2013.

6.18 We have been advised on the implications of the review of the effectiveness of the governance framework by the Cabinet, Standards Committee, Audit Committee, Scrutiny, senior managers, Internal Audit and external review, and plan to address weaknesses and ensure continuous improvement of the framework as outlined in the action plan attached as Annex 1.

Leader of the Council…….

Managing Director……..

Date…….

Audit Committee Chair.....

Date.....

Annex 1 to Appendix A

2014/15 ANNUAL GOVERNANCE STATEMENT ACTION PLAN

No	Action	Lead Officer	Comments when AGS agreed	Target Completion Date
1.	Continued strategic management of organisational change in respect to revised structures, and commercial/ business approach which links to the continued development and implementation of revised governance framework (encompassing information security, information technology, partnership and project governance).	Managing Director and SMT	Agreeing the revised governance requirements and incorporating into any changes to the Constitution, strategies and policies. Change management processes have been adjusted to reflect the different phase of change which the council is currently in Endorsing and delivering an awareness programme for officers and members. Updated Constitution effective from May 2015.	On-going 31/03/16
2.	Preparations for the revised external audit arrangements.	AD Finance, Audit & IG	Local Audit and Accountability Act 2014 enacted but is not yet fully in force. Further secondary legislation and guidance to be published. External audit procurement – planning may need to commence early 2016 if contracts not extended. Planning for revised final accounts deadlines for 2017/18 to commence in 2015/16 so can be phased changes to practices. Draft accounts by 31st May (instead of 30th June) and audited accounts by 31st July instead of 30th September.	On going – as required Procurement – possibly from January 2016. Working towards updated final accounts timetable for 2016/17 onwards.
3.	Complete the review and implementation of Workforce Development priorities and delivery. Continue to review and update the management competencies and skills required in the revised organisation. Review of People Services policies and procedures to support the priorities and organisational change.	AD – Law, Democracy & People Services	The key leadership, management and workforce requirements have been identified and the Council's development programme now reflects these. The programme is revised on a rolling basis. People policies have been prioritised and are being revised and renegotiated in line with these priorities.	On going as agreed with SMT (31/03/16).
4.	Deliver the improved processes and associated governance to deliver savings and service improvements in Adult Social Services alongside the development of the processes and Council governance arrangements for the revised Social Care and Health agendas and changes proposed for 2014/15 and beyond.	Interim Director: Care, Health & Wellbeing; Interim AD – Adult Social Services	The process and system for community care financial control has been implemented. This will ensure accurate data and appropriate financial control, and includes clearly defined roles and responsibilities of teams and individuals for entering data for all practitioners and SDS&BT, and via agreed communications channels. Cost improvement plan is being implemented along with recommendations from Capita and John Bolton reviews. This has delivered savings during 14/15 which will continue into 15/16 and beyond. Robust action plans and ownership in place, which is	31/03/16 and beyond

			monitored on a monthly basis. Challenge in place via Members, MD, and Director. Care Act Implementation programme completed for 1st April 2015 and then to be implemented for 1st April 2016. Chair – Director. Programme Lead – Clare Hall-Salter	
No	Action	Lead Officer	Comments when AGS agreed	Target Completion Date
5.	Implement the governance aspects of the improvement plans arising from external Ofsted and Care Quality Commission (CQC) inspection reports and peer reviews/challenges.	Director: Children & Family Services & Interim Director: Care, Health & Wellbeing	This action plan is particularly focussed on any recommendations from external reviews that improve the governance arrangements in these areas.	Various dates throughout 2015/16
6.	Continue to develop and implement appropriate governance arrangements to support commercial projects.	Managing Director/ Monitoring Officer/CFO/ AD Development Business & Employment	Continued support and review of the separate company arrangements and associated governance issues. Ensure continued proper governance arrangements for commercial projects including robust business cases and funding approval.	On-going during 2015/16

Appendix B

2013/14 ANNUAL GOVERNANCE STATEMENT ACTION PLAN – PROGRESS AS AT 31/03/15

No	Action	Lead Officer	Comments when AGS agreed	Original Target Completion Date	Position as at 31/03/15
1.	Continued strategic management of organisational change in respect to revised structures, new ways of working and business approach which links to the continued development and implementation of revised governance framework (encompassing information security, information technology, partnership and project governance).	Managing Director and SMT	Agreeing the revised governance requirements and incorporating into any changes to the Constitution, strategies and policies. Endorsing an awareness programme for officers and members. Final Constitution changes to be in place by May 2015.	Ongoing 31/03/15	On-going to meet target re implementation and training following the elections in May 2015 This links closely to item three. Change management processes have been adjusted to reflect the different phase of change which the council is currently in.
2.	Preparations for the revised external audit arrangements.	AD Finance, Audit & IG	Local Audit and Accountability Act 2014 has now been enacted but is not yet fully in force. Further secondary legislation and guidance is still to be developed. Therefore continued need to respond to any consultations on these.	On going- respond to any consultations during 14/15 as required.	Code of Audit Practice and updated Accounts and Audit Regulations 2015 now issued. Further secondary legislation and guidance awaited.
3.	Complete the review and implementation of Workforce Development priorities and delivery. Continue to review and update the management competencies and skills required in the revised organisation. Review of People Services policies and procedures to support the priorities and organisational change.	AD – Law, Democracy & People Services	Continue the work on workforce development, management competencies and policy and procedures review.	On going as agreed with SMT (31/03/15).	The key leadership, management and workforce requirements have been identified and the Council's development programme reflects these. The programme is revised on a rolling basis. People policies have been prioritised and are being revised and renegotiated in line with these priorities.
4.	Deliver the improved processes and associated governance to deliver savings and service improvements in Adult Social Services alongside the development of the processes and Council governance arrangements for the revised Social Care and Health agendas and changes proposed for 2014/15 and beyond.	Interim Director: Care, Health & Wellbeing; Interim AD – Adult Social Services	Implement control changes and deliver savings targets. Implement appropriate governance arrangements to meet the changes arising from the Care Act.	31/03/15 and on-going	An agreed and consistent process and system for community care financial control has been implemented. This will ensure accurate data and appropriate financial control, and includes defining clear roles and responsibilities of teams and individuals for entering data for all practitioners and SDS&BT, and via agreed communications channels.

					Cost improvement plan has been developed to deliver savings across 14/15 and 15/16 with robust action plans and ownership in place, which is monitored on a monthly basis. Challenge in place via Members, MD, and Director. These have been informed by reviews by Capita and John Bolton. Care Act Implementation programme has delivered Care Act compliance for 1st April 2015. 2016 programme now being implemented. Chair – Director. Programme Lead – Clare Hall-Salter.
5.	Implement the governance aspects of the improvement plans arising from external Ofsted and Care Quality Commission (CQC) inspection reports and peer reviews/challenges.	Director: Children & Family Services & Interim Director: Care, Health & Wellbeing	This action plan is particularly focussed on any recommendations that improve the governance arrangements in these areas.	Various dates throughout 2014/15	CQC are responsible for registering and inspecting care providers, including the Council's Registered Care Providers: Downing House & Carwood (Residential Homes), Community Living (Domiciliary Care), Shared Lives. All relevant recent inspections by CQC found that "all standards were being met when we inspected the service". Peer Challenge forms part of a Sector Led Improvement Programme being led locally by West Midlands ADASS, to replace previous national inspection of each local authority's adult social care service led by CQC. Since our Peer Challenge in July 2013 we have progressed actions against recommendations, as well as seeking further external challenge as referenced in 4

					above. As part of the West Midlands sector led improvement approach we signed up to an annual summit. This took place at a West Midlands Summit on the 12 December 2014 and we received external challenge from experts from other LAs, based on balanced scorecard performance approach looking at governance and leadership, performance & outcomes, resources & workforce management, health and wellbeing partnerships (including Care Act & BCF preparedness), culture & challenge, commissioning.
6.	Continue to develop and implement appropriate governance arrangements to support commercial projects including the setting up of a company.	Managing Director/ Monitoring Officer/CFO/ AD Development Business & Employment	Some commercial activities will require a separate company to be set up and appropriate governance within and in relation to the Council will need to be implemented.	Company by 09/14 and others on going during 2014/15	Projects progressing well within existing governance arrangements. Solar Farm was operational from January 2015. Cabinet Report January 2015 approved re Housing project and the setting up a company including appropriate governance.

TELFORD & WREKIN COUNCIL

CABINET – 25 JUNE 2015

PROPOSED ARTICLE 4(1) DIRECTION FOR HAYBRIDGE HALL

REPORT OF THE ASSISTANT DIRECTOR: PLANNING SPECIALIST

LEAD CABINET MEMBER – COUNCILLOR RICHARD OVERTON

PART A) – SUMMARY REPORT

1. SUMMARY OF MAIN PROPOSALS

1.1 Planning application TWC/2014/0228 for the erection of 4no. bungalows following the demolition of Haybridge Hall flats was refused by the Council's Planning Control Committee on 14 January 2015 for the following reason:

1.2 The proposal would result in the loss of architecturally distinguished building. The replacement bungalow development fails to respond positively to its context and fails to influence positively the appearance and use of the local environment. As such it falls short of policy expectations set out in national planning policy as well as Core Strategy Policy CS15 and Local Plan Policy UD2.

1.3 Following that decision of the Planning Committee the building was also put on the local list of buildings of significance. It is therefore considered to be a Heritage Asset as defined in the National Planning Policy Framework (NPPF) and should be afforded appropriate protection.

1.4 However the local listing status of the building does not afford it any further protection from demolition which can be carried out as permitted development under the provisions of The Town and Country Planning (general permitted Development) (England) Order 2015.

1.5 Any proposed demolition would require the applicant to submit an application to the Local Planning Authority for a determination as to whether the prior approval of the authority will be required as to the method of demolition and any proposed restoration of the site. This provides a degree of control in that the Council can demand that prior approval is sought regarding the method of demolition and proposed restoration of the site. However, it does not protect the building from demolition.

1.6 An Article 4 Direction may be made by the Local Planning Authority to restrict the scope of permitted development rights either in relation to a particular area or site. Where an Article 4 Direction is in effect, a planning application would be required for development that would otherwise have been permitted development. In this case the permitted development would be the demolition of the building.

1.7 Government guidance on when and how to make an Article 4 Direction states that Local Authorities should consider making Directions only in those exceptional circumstances where the exercise of permitted development rights would harm local amenity, the historic environment or the proper planning of the area.

1.8 The Local Planning Authority has been notified by the owner's agent that a prior approval application for the demolition of the building is being prepared and it is considered that the building is at significant risk of imminent demolition.

2. RECOMMENDATIONS

2.1 That Cabinet delegate authority to Director: Neighbourhood, Customer and Cultural Services, in consultation with the Lead Cabinet Member Housing, Public Health and Protection, to determine whether a Direction (with or without immediate effect) should be made under Article 4 (1) of the Town and Country Planning (General Permitted Development Order) 2015 to remove permitted development rights under Schedule 2, Part 11, Class B (Demolition of buildings) from the site at Haybridge Hall Flats, Haybridge Road, Hadley.

2.2 That Cabinet delegate authority to Director: Neighbourhood, Customer and Cultural Services, in consultation with the Lead Cabinet Member Housing, Public Health and Protection, to make the Direction referred to in paragraph 2.1 above

2.3 That Cabinet delegate authority to Director: Neighbourhood, Customer and Cultural Services to exercise all the powers conferred on the Council regarding the making, processing and confirmation of the Direction referred to in paragraph 2.1 above.

3. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Co-Operative Council priority objective(s)?	
	Yes	Housing, Regeneration and Prosperity (outcome No.3).
	Will the proposals impact on specific groups of people?	
	Yes	People living within the Hadley and Leegomery Ward in particular and people living in the rest of the Borough.
TARGET COMPLETION/DELIVERY DATE	Immediate.	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes/No	There are no direct financial implications to the Council of approving the recommendations as set out in this report. If the owners of the property challenge the making of the Direction through judicial review, the Council may incur associated costs, estimated at £10,000, which will be met from within existing budgets. Should the challenge be successful, the owners may be able to claim compensation costs from the Council. JAC 030615
LEGAL ISSUES	Yes	Cabinet has power to authorise the making of the Article 4

		Direction as mentioned in this report. The Direction can be made with or without immediate effect. However, in these circumstances, it is likely that, if it proves necessary to make the Direction, it will need to be made with immediate effect. If the Council makes the Direction as proposed to remove the ability of the owner to implement the permitted development to demolish and if an application is then made for planning permission to demolish and that application is refused or granted subject to conditions, compensation may be payable if it can be proved that expenditure has been incurred in carrying out abortive work or loss or damage has otherwise been sustained as a result of the removal of the permitted development right.
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	The proposal will prevent the uncontrolled demolition of a locally important historic building and has the opportunity to secure its long term future.
IMPACT ON SPECIFIC WARDS	Yes	Hadley and Leegomery. Councillors Leon Murray, Robert Sloan and Malcolm Smith

PART B) – ADDITIONAL INFORMATION

4. INFORMATION

4.1 Haybridge Hall is on the Council's Local List and is considered to be a Heritage Asset as defined in the National Planning Policy Framework (NPPF).

4.2 Core Strategy Policy CS14 (Cultural, Historic and Built Environment) states that the Borough's cultural, historic and built environment assets create the Borough's local character and distinctiveness and help to deliver our wider economic, social and environmental objectives. The policy seeks to protect and enhance the Borough's existing, unique built and cultural assets and to deliver new development to support a rich cultural fabric by (amongst other things) protecting and enhancing the historic environment, cultural and built heritage.

4.3 Saved Wrekin Local Plan Policy HE25 (Buildings of Local Interest) states that the Council will seek to ensure that buildings of local interest are preserved and enhanced and will encourage their full and appropriate use. The supporting text to the Policy states that it is important that buildings of significant local value should be retained and taken forward positively for future generations.

4.4 In January 2015 the Council's Planning Committee refused a planning application for the erection of 4no. bungalows following the demolition of Haybridge Hall flats (application reference TWC/2014/0228).

4.5 It is understood that the building dates back to the 1800s and the Council's Built Heritage Conservation Officer considers that the building is of sufficient surviving architectural quality and local history and that it represents one of the few surviving structures that represent the origins of the settlements of Hadley and Haybridge prior to the over-whelming post war development of the area post 1947 (see photographs at Appendix 1)

4.6 The reason for refusal of the planning application stated that "*The proposal would result in the loss of architecturally distinguished building. The replacement bungalow development fails to respond positively to its context and fails to influence positively the appearance and use of the local environment."*

4.7 The applicant's agent has stated that it is the intention of the owner (The Wrekin Housing Trust) to pursue the demolition of the building as permitted development through the submission of a prior approval application.

4.8 It is considered that the uncontrolled demolition of the locally listed building would result in the loss of a local landmark and building of local historic importance. Whilst the applicant submitted plans for a replacement development of 4 bungalows it was considered that they were not of sufficient quality to act as a suitable replacement.

4.9 The demolition of the building through a demolition notice could be prejudicial to the proper planning of the area and constitute a threat to the amenities of that area. It is considered that there are exceptional circumstances to apply an Article 4(1) Direction with immediate effect to remove permitted development rights for demolition granted by the Government Order. This Direction would prohibit the demolition of the building otherwise permitted under the Order and would require full planning permission on an application to the Local Planning Authority (LPA) for the demolition. This would allow the LPA to properly assess the significance of the building and consider the proposed demolition on its full planning merits.

4.10 It should be noted that ensuring that the demolition of the building requires planning permission does not prevent the future redevelopment of the site (including the demolition of the building) but it will allow the LPA to fully consider the wider implications of the works, and ensure that the views of others, with an interest in this matter, are able to be fully taken into account before a decision is taken.

4.11 In conclusion, it is considered that the likely imminent submission of a demolition notice under the Building Act, as confirmed by the applicant's agent constitutes reliable evidence that the demolition of Haybridge Hall is intended and imminent. It is considered that this would result in the loss of a building considered to be a heritage asset of local (if not national) significance and that it is in the public interest for it to be brought within full planning control as a matter of urgency.

5 IMPACT ASSESSMENT – ADDITIONAL INFORMATION

6 PREVIOUS MINUTES

7 BACKGROUND PAPERS

- The Town & Country Planning (General Permitted Development) Order 2015 (SI 596/2015);
- National Planning Policy Framework;
- Core Strategy Development Plan Document 2007;

- Wrekin Local Plan 2000;
- Good Practice Guide for Local Listing: Identifying and Managing Significant Local Heritage Assets produced by English Heritage 2012.
- Research into the use of Article 4 Directions on behalf of the English Historic Towns Forum (RPS Planning 2008).

Report prepared by Daniel Owen, Principal Planning Officer, Telephone: 01952 384123

APPENDIX 1





TELFORD & WREKIN COUNCIL

CABINET – 25 JUNE 2015

PROVISION OF GRANT FUNDING TO FACILITATE THE RESTORATION AND REUSE OF THE FORMER CHARLTON ARMS HOTEL, WELLINGTON

REPORT OF THE ASSISTANT DIRECTOR: PLANNING SPECIALIST

LEAD CABINET MEMBER – COUNCILLOR RICHARD OVERTON

PART A) – SUMMARY REPORT

1. SUMMARY OF MAIN PROPOSALS

1.1 The former Charlton Arms Hotel ceased trading some years ago. Since that time the building and surrounding site have been unused and gradually deteriorating.

1.2 The building is listed and considered to be an important heritage asset in Wellington, located on Church Road at the centre of the town.

1.3 Members of both Telford & Wrekin Council and Wellington Town Council have supported the regeneration of Wellington. At the meeting on 11 December 2014 Cabinet approved a report setting out measures to continue the regeneration of Wellington Town Centre (copy attached at Appendix 1). The site has the benefit of an extant planning consent for 41 residential units, including the restoration and conversion of the listed building to create 11 apartments, but has remained vacant.

1.4 The purpose of this report is to seek Cabinet approval to provide the site owners with funding in the form of a grant from agreed S106 contributions for off-site affordable housing to assist in the provision of four affordable dwellings as part of the restoration and reuse of the Charlton Arms for apartments and the development of the surrounding site for new homes. This will assist the viability of a comprehensive restoration and redevelopment scheme for the site as a whole.

2. RECOMMENDATIONS

2.1 That Cabinet approves a supplementary capital approval, capital estimate and temporary borrowing (pending the receipt of Section 106 contributions of £0.3m to fund the grant to Support the provision of described in paragraph 4.3);

2.2 That Cabinet authorise the Director of Neighbourhood, Customer and Cultural Services to enter into the proposed grant agreement referred to in this report.

3. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Co-Operative Council priority objective(s)?	
	Yes	The restoration and reuse of the Charlton Arms has been wanted by local people and interest groups since its

		closure. It is a priority of both the Borough and the Town Council.
	Will the proposals impact on specific groups of people?	
	Yes	The proposed action will bring an important and valued heritage asset back into use and will enhance Wellington Town Centre and Conservation Area.
TARGET COMPLETION/DELIVERY DATE	Cabinet - 25 June 2015	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes/No	The proposed £300,000 grant should ultimately be funded by agreed Section 106 contributions for offsite affordable housing. The Council will need to fund the cash-flow cost of the grant pending receipt of the section 106 contributions which is an unbudgeted revenue cost although it should be possible to fund this from the treasury management budget. Should the Section 106 contributions not be forthcoming, for example if the developments that they relate to not proceed, an ongoing revenue cost of £17,000 would arise. KC 8/6/15
LEGAL ISSUES	Yes	The terms of the Grant Agreement governing the terms of the £300,000 grant to the developer have been agreed which require the funds to be spent on the provision of affordable housing. The terms of the Section 106 agreement have also been agreed which ensure that the affordable houses will be provided in the longer term. The anticipated sources of the £300,000 are the financial contributions towards the provision of off-site affordable housing which are set out in existing Section 106 agreements with other developers/owners. Payment from those developers/owners will be received when the related developments have reached certain specified "trigger" points in their progress. (IR 08/06/15)
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	If the Charlton Arms is not restored and re-used the building is likely to continue to deteriorate affecting the appearance of this part of the Wellington Centre and Conservation Area.
IMPACT ON SPECIFIC WARDS	Yes	The proposed action will provide a significant visual improvement in this part of Wellington Centre and secure an important heritage asset in Wellington.

PART B) – ADDITIONAL INFORMATION

4. INFORMATION

4.1 The former Charlton Arms Hotel closed some years ago and since that time has remained vacant. Its restoration and reuse for residential units has been the subject of discussions with the owners. The former hotel is a Listed Building and a prominent feature on Church Street which is included in the Wellington Conservation Area.

4.2 Planning permission has been granted for the restoration of the Listed Hotel Building for apartments and 41 residential units (including the 11 apartments) on the site around the

Listed Building. However in the current economic environment the owner/developer is unable to fund the development and the project remains unviable without some form of intervention to assist the owners. Some cosmetic treatment to improve the frontage of the Hotel building has been undertaken.

4.3 The form of intervention proposed is to provide a contribution of £300K to be spent on the provision of four affordable homes on site. This would constitute a variation to the current planning requirements which do not demand the provision of any affordable units. The proposal would assist the overall viability of the development and enable the restoration of the former Hotel to proceed and the delivery of four affordable homes in Wellington.

4.4 The financial assistance would be provided in the form of a grant funded from Section 106 financial contributions for the provision of off-site affordable housing. The terms of this grant contribution and the terms of a Section 106 planning agreement in respect of the affordable houses have been agreed with the owner/developer who is now ready to commence work on site.

4.5 The Council has taken advice on the legal issues involved in the proposed intervention and has been assured that the proposed approach complies with the relevant legal and financial regulations. It is also considered to provide good value for money in relation to the provision of affordable housing and the restoration and reuse of a priority site in Wellington as set out in the Wellington Town Centre Regeneration Action Plan, approved by Cabinet at the meeting on 11December 2014.

4.6 This report seeks Cabinet approval to a supplementary capital estimate and temporary borrowing (pending receipt of Section 106 contributions) to fund the grant to support the provision of affordable housing units at the Charlton Arms site as described above, and to confirm through the exchange of documents with the site owner.

5. IMPACT ASSESSMENT – ADDITIONAL INFORMATION

5.1 The proposed financial support will have a positive and lasting impact on the quality of Wellington Town Centre, helping to conserve and reuse a prominent Listed Building and securing the historic street frontage onto Church Street which is an important part of the Wellington Conservation Area.

6. PREVIOUS MINUTES

Cabinet : 11 December 2014 (CB-64)
Wellington Town Centre Regeneration

7. BACKGROUND PAPERS

Report prepared by Michael Barker, Assistant Director: Planning Specialist
Telephone: 01952 384100

TELFORD & WREKIN COUNCIL

CABINET – 25 JUNE 2015

REPRESENTATION ON OUTSIDE BODIES 2015-16

REPORT OF THE ASSISTANT DIRECTOR: LAW, DEMOCRACY & PEOPLE SERVICES

LEAD CABINET MEMBER – COUNCILLOR KULDIP SAHOTA

1.0 PURPOSE

1.1 To request that Cabinet approves the nominations made to Outside Bodies as set out in Appendix 1 of the report.

2.0 RECOMMENDATIONS

2.1 That the nominations to represent the Council on Outside Bodies, as set out in Appendix 1 of the report, be considered and representation for 2015/16 be approved.

3.0 INFORMATION

3.1 The nominations to represent the Council on Outside Bodies dealt with in this report are:
- those which are appointed on an annual basis, and
- some organisations on which the Council has representation where appointments are requested for a longer period. Typically these include Boards of Trustees where continuity of membership over a longer period is beneficial in terms of knowledge and experience.

3.2 The list of outside bodies for which appointments are required for 2015/16 is shown at Appendix 1. One or two organisations that no longer operate have been taken off the list – eg: Shropshire & Telford Tourism Strategy Board, Woodside Regeneration Partnership, Age UK Wrekin Executive. A review of the Council's appointment of representatives to some charitable bodies is taking place, and these bodies have been taken off the list pending the outcome of the review. A couple of new requests for Member representation have been received – from Just Credit Union and Telford & Wrekin Healthwatch – and these have been added to the list.

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

3.4 Nominations have been sought from each of the political groups for those appointments that are not by position. The nominations received will be reported at the meeting.

4.0 OTHER CONSIDERATIONS

AREA	COMMENTS
Equality & Diversity	Not applicable
Environmental Impact	Not applicable
Legal Implications	The outside bodies to which this report relates are to fulfil functions which are, under the relevant statutory and constitutional provisions, cabinet functions
Opportunities & Risks	Not applicable
Financial Implications	Not applicable
Links with Corporate Priorities	Not applicable
Ward Implications	Not applicable

5.0 BACKGROUND PAPERS

None.

Report prepared by Phil Smith, Democratic Services Team Leader – 01952 383211

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
National/Regional Bodies				
Association for Public Service Excellence (APSE)	Annual		1 Councillor	1.
National Association of Councillors	Annual		(Must be one of the reps on the English Region Branch) 1 Councillor	1.
Association of Councillors – English Region Branch	Annual		3 Councillors ***(one of which <u>must</u> be the representative to the National Association)***	1. NAC Rep: 2.
English Severn & Wye Regional Flood & Coastal Committee	Annual	Cabinet Member: Housing, Public Health & Protection		1. Cllr R A Overton
Local Government Association – General Assembly	Annual		3 Councillors 1 Observer	1. 2. 3. Observer:
Local Government Association – World Heritage Sites Special Interest Group (LAWHF)	Annual		1 local Ward Member 1 Councillor as substitute	1. Cllr N C Lowery Substitute:

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Marches Local Enterprise Partnership Board	Annual	The Leader Substitute – Cabinet Member: Business, Neighbourhood & Customer Services		1. Cllr K S Sahota Substitute – Cllr S Davies
Marches Joint Executive Committee	Annual	The Leader Substitute – Cabinet Member: Business, Neighbourhood & Customer Services		1. Cllr K S Sahota Substitute – Cllr S Davies
Marches European Structural & Investment Funds Committee	3 years	Cabinet Member: Council Finance & Service Delivery		1. Cllr L D Carter
Marches Local Transport Body	Annual	Cabinet Member: Communities, Regeneration & Transport + 1 Substitute Cabinet Member		1. Cllr A D McClements 2. Deputy: Cllr L D Carter
Marches Housing & Planning Partnership	Annual	Cabinet Member: Housing, Public Health & Protection		1. Cllr R A Overton

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Shropshire, Telford & The Marches Strategic Rail Group	Annual	Cabinet Member: Communities, Regeneration & Transport		1. Cllr A D McClements
South Staffordshire & Shropshire Mental Health NHS Foundation Trust Governing Body	Annual	Cabinet Member: Adult Social Care		1. Cllr A R H England
West Mercia Energy Joint Committee	Annual	(2 Cabinet Members and 2 substitute Cabinet Members to accord with Article 11 of the Constitution)		1. 2. Substitute 1: Substitute 2:
West Mercia Energy Audit Committee	Annual		1 Councillor *Meetings are usually immediately before Joint Board meetings, so* ***best to appoint one of the Joint Board reps (see above)***	1.
West Mercia Police & Crime Panel	Annual		2 Councillors Substitute	1. 2. Substitute:

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
West Midlands Regional Employers Organisation	Annual	Cabinet Member with Responsibility for HR		1. Cllr K S Sahota
Shropshire Organisations				
Age UK Shropshire, Telford & Wrekin	Annual		1 Councillor	1.
County Sports Partnership (Energize STW)	Annual	Cabinet Member: Leisure Services & Culture		1. Cllr E A Clare
Shropshire Hills Area of Outstanding Natural Beauty	Annual		1 Councillor	1.
Shropshire Pension Fund Committee	Annual		2 Councillors 2 Councillors (substitutes)	1. 2. Substitute 1: Substitute 2:
Shropshire Playing Fields Association	Annual	Cabinet Member: Leisure Services & Culture	+ 1 Councillor	1. Cllr E A Clare 2.
Telford & Wrekin Organisations				
Community Health & Enterprise Centre (CHEC)	Annual		1 Councillor	1.
Granville Country Park (Local Nature Reserve) Management Committee	Annual		1 Councillor	1.

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Healthwatch Telford & Wrekin	Annual		1 Councillor	1.
Ironbridge Gorge World Heritage Site Steering Group	Annual		1 Ward Councillor 1 Councillor	1. Cllr N C Lowery 2.
Lawley Village Steering Group	Annual	Cabinet Member: Housing, Public Health & Protection +Assistant Director Planning Specialist (Strategic Lead)		1. Cllr R A Overton
Joint Adoption Panel	3 years	Cabinet Member: Children, Young People & Families		1. Cllr P R Watling
Just Credit Union	Annual		1 Councillor	1.
Lightmoor/TWC Liaison Group	Annual	Cabinet Member: Housing, Public Health & Protection	+ 2 Ward Councillors	1. Cllr R A Overton 2. Cllr E J Greenaway 3. Cllr C P R Mollett
Local Access Forum	2 years	Cabinet Member: Leisure & Wellbeing	1 Councillor	1. Cllr E A Clare 2.
Local Strategic Partnership	Annual	Leader		1. Cllr K S Sahota

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Safer Telford Partnership	Annual	Cabinet Member: Communities, Regeneration & Transport		1. Cllr A D McClements
Telford MIND Executive Committee	Annual		1 Councillor	1.
Telford Tourism Partnership	Annual	Cabinet Member: Business, Neighbourhood & Customer Services		1. Cllr S Davies
Telford Christian Council - Executive Committee	Annual		1 Councillor	1.
Telford Millennium Community Steering Group	Annual	Cabinet Member: Housing, Public Health & Protection +Assistant Director Planning Specialist (Strategic Lead)	+ 1 Ward Councillor *The site covers Ketley and Hadley*	1. Cllr R A Overton 2.
Telford & The Wrekin Citizens Advice Bureau – Management Board	Annual		2 Councillors	1. 2.
Telford & Wrekin Flood Risk Management Board	Annual	Cabinet Member: Housing, Public Health & Protection		1. Cllr R A Overton

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Telford & Wrekin Home-Start Management Committee	Annual		1 Councillor *Meetings take place Monday daytime*	1.
Telford & Wrekin Local Admission Forum	Annual	Cabinet Member: Children Young People & Families		1. Cllr P R Watling
Telford & Wrekin Retirement Association	Annual	Mayor		1. Mayor
Telford & Wrekin Standing Advisory Council for Religious Education (SACRE)	Annual		3 Councillors	1. 2. 3.
Wellington Centre Management Committee	Annual		2 Councillors	1. 2.
Wrekin & District Sports Forum	4 years (2015-2019)		1 Councillor	1.
Wrekin Landlords Association	Annual		1 Councillor	1.

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Companies Limited by Guarantee/Trusts/Charities, etc.				
Ironbridge Gorge Museum Trust (Appointed as Board Advisor) *[For approval by Board of Trustees, normally in October]*	Annual		1 Councillor	1.
Meeting Point Trust	Annual		3 Councillors	1. 2. 3.
Park Lane Centre *[Appointed as a Director, therefore continuity of appointment preferred]*	Annual		1 Councillor	1.
Severn Gorge Countryside Trust *[For approval at Trust's AGM in October]*	4 year term (2015-2019)		3 Representatives *(Don't have to be a Councillor)*	1. 2. 3.
The Walker Trust	4 years (2015-2019)		1 Councillor with education background The Clerk to the Trust prefers continuity of representative	1.

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Telford Trust	4 years (2015-2019)	Cabinet Member: Leisure Services & Culture	3 Councillors	1. Cllr E A Clare 2. 3. 4.
Wrekin Housing Trust	4 years (2015-2019)		1 Councillor	1.
Telford & Wrekin Council for Voluntary Services Board of Trustees.	Annual		1 Councillor	1. .

APPENDIX 2 - NOMINATIONS RECEIVED

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
National/Regional Bodies				
Association for Public Service Excellence (APSE)	Annual		1 Councillor	1. Cllr J C Minor
National Association of Councillors	Annual		(Must be one of the reps on the English Region Branch) 1 Councillor	1. Cllr E J Carter
Association of Councillors – English Region Branch	Annual		3 Councillors ***(one of which must be the representative to the National Association)***	1. NAC Rep: Cllr E J Carter 2. Cllr R J Sloan 3. Cllr C R Turley
English Severn & Wye Regional Flood & Coastal Committee	Annual	Cabinet Member: Housing, Public Health & Protection		1. Cllr R A Overton
Local Government Association – General Assembly	Annual		3 Councillors 1 Observer	1. Cllr K S Sahota 2. Cllr S Davies 3. Cllr A J Eade Observer: Cllr R A Overton
Local Government Association – World Heritage Sites Special Interest Group (LAWHF)	Annual		1 local Ward Member 1 Councillor as substitute	1. Cllr N C Lowery Substitute: Cllr C R Turley Cllr C P R Mollett

APPENDIX 2 - NOMINATIONS RECEIVED

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Marches Local Enterprise Partnership Board	Annual	The Leader Substitute – Cabinet Member: Business, Neighbourhood & Customer Services		1. Cllr K S Sahota Substitute – Cllr S Davies
Marches Joint Executive Committee	Annual	The Leader Substitute – Cabinet Member: Business, Neighbourhood & Customer Services		1. Cllr K S Sahota Substitute – Cllr S Davies
Marches European Structural & Investment Funds Committee	3 years	Cabinet Member: Council Finance & Service Delivery		1. Cllr L D Carter
Marches Local Transport Body	Annual	Cabinet Member: Communities, Regeneration & Transport + 1 Substitute Cabinet Member		1. Cllr A D McClements 2. Deputy: Cllr L D Carter
Marches Housing & Planning Partnership	Annual	Cabinet Member: Housing, Public Health & Protection		1. Cllr R A Overton
Shropshire, Telford & The Marches Strategic Rail Group	Annual	Cabinet Member: Communities, Regeneration & Transport		1. Cllr A D McClements
South Staffordshire & Shropshire Mental Health NHS Foundation Trust Governing Body	Annual	Cabinet Member: Adult Social Care		1. Cllr A R H England

APPENDIX 2 - NOMINATIONS RECEIVED

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
West Mercia Energy Joint Committee	Annual	(2 Cabinet Members and 2 substitute Cabinet Members to accord with Article 11 of the Constitution)		1. Cllr L D Carter 2. Cllr A R H England Substitute 1: Cllr R A Overton Substitute 2: Cllr P R Watling
West Mercia Energy Audit Committee	Annual		1 Councillor *Meetings are usually immediately before Joint Board meetings, so* ***best to appoint one of the Joint Board reps (see above)***	1. Cllr L D Carter
West Mercia Police & Crime Panel	Annual		2 Councillors Substitute	1. Cllr R C Evans Cllr M B Hosken 2. Cllr S J Reynolds Cllr M Boylan Substitute: Cllr R J Sloan
West Midlands Regional Employers Organisation	Annual	Cabinet Member with Responsibility for HR		1. Cllr K S Sahota
Shropshire Organisations				
Age UK Shropshire, Telford & Wrekin	Annual		1 Councillor	1. Cllr J M Seymour
County Sports Partnership (Energize STW)	Annual	Cabinet Member: Leisure Services & Culture		1. Cllr E A Clare

APPENDIX 2 - NOMINATIONS RECEIVED

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Shropshire Hills Area of Outstanding Natural Beauty	Annual		1 Councillor	1. Cllr C R Turley Cllr J M Seymour
Shropshire Pension Fund Committee	Annual		2 Councillors 2 Councillors (substitutes)	1. Cllr M J Smith Cllr A Lawrence 2. Cllr C F Smith Cllr D G Wright Substitute 1: Cllr A R H England Substitute 2: Cllr R J Sloan
Shropshire Playing Fields Association	Annual	Cabinet Member: Leisure Services & Culture	+ 1 Councillor	1. Cllr E A Clare 2. Cllr M B Hosken
Telford & Wrekin Organisations				
Community Health & Enterprise Centre (CHEC)	Annual		1 Councillor	1. Cllr J Jones Cllr J M Seymour
Granville Country Park (Local Nature Reserve) Management Committee	Annual		1 Councillor	1. Cllr C R Turley Cllr N A Dugmore
Ironbridge Gorge World Heritage Site Steering Group	Annual		1 Ward Councillor 1 Councillor	1. Cllr N C Lowery 2. Cllr C R Turley Cllr C P R Mollett

APPENDIX 2 - NOMINATIONS RECEIVED

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Lawley Village Steering Group	Annual	Cabinet Member: Housing, Public Health & Protection +Assistant Director Planning Specialist (Strategic Lead)		1. Cllr R A Overton
Joint Adoption Panel	3 years	Cabinet Member: Children, Young People & Families		1. Cllr P R Watling
Just Credit Union	Annual		1 Councillor	1. Cllr G C W Reynolds Cllr D G Wright
Lightmoor/TWC Liaison Group	Annual	Cabinet Member: Housing, Public Health & Protection	+ 2 Ward Councillors	1. Cllr R A Overton 2. Cllr E J Greenaway 3. Cllr C P R Mollett
Local Access Forum	2 years	Cabinet Member: Leisure & Wellbeing	1 Councillor	1. Cllr E A Clare 2. Cllr M B Hosken
Local Strategic Partnership	Annual	Leader		1. Cllr K S Sahota
Safer Telford Partnership	Annual	Cabinet Member: Communities, Regeneration & Transport		1. Cllr A D McClements
Telford MIND Executive Committee	Annual		1 Councillor	1. Cllr A R H England Cllr V A Fletcher

APPENDIX 2 - NOMINATIONS RECEIVED

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Telford Tourism Partnership	Annual	Cabinet Member: Business, Neighbourhood & Customer Services		1. Cllr S Davies
Telford Christian Council - Executive Committee	Annual		1 Councillor	1. Cllr V A Fletcher
Telford Millennium Community Steering Group	Annual	Cabinet Member: Housing, Public Health & Protection +Assistant Director Planning Specialist (Strategic Lead)	+ 1 Ward Councillor *The site covers Ketley and Hadley*	1. Cllr R A Overton 2. Cllr R J Sloan Cllr J A Francis
Telford & The Wrekin Citizens Advice Bureau – Management Board	Annual		2 Councillors	1. Cllr A J Burford Cllr T J Nelson 2. Cllr J Loveridge Cllr S Barnes
Telford & Wrekin Flood Risk Management Board	Annual	Cabinet Member: Housing, Public Health & Protection		1. Cllr R A Overton
Telford & Wrekin Home-Start Management Committee	Annual		1 Councillor *Meetings take place Monday daytime*	1. Cllr J M Seymour
Telford & Wrekin Local Admission Forum	Annual	Cabinet Member: Children Young People & Families		1. Cllr P R Watling
Telford & Wrekin Retirement Association	Annual	Mayor		1. Mayor

APPENDIX 2 - NOMINATIONS RECEIVED

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Telford & Wrekin Standing Advisory Council for Religious Education (SACRE)	Annual		3 Councillors	1. Cllr R C Evans Cllr N A Dugmore 2. Cllr L A Murray Cllr I T W Fletcher 3. Cllr V A Fletcher
Wellington Centre Management Committee	Annual		2 Councillors	1. Cllr E A Clare Cllr M B Hosken 2. Cllr G H Cook Cllr B Tillotson
Wrekin & District Sports Forum	4 years (2015-2019)		1 Councillor	1. Cllr E A Clare Cllr M B Hosken
Wrekin Landlords Association	Annual		1 Councillor	1. Cllr R A Overton Cllr J M Seymour
Companies Limited by Guarantee/Trusts/Charities, etc.				
Ironbridge Gorge Museum Trust (Appointed as Board Advisor) *[For approval by Board of Trustees, normally in October]*	Annual		1 Councillor	1. Cllr C R Turley Cllr N C Lowery

APPENDIX 2 - NOMINATIONS RECEIVED

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Meeting Point Trust	Annual		3 Councillors	1. Cllr R A Overton Cllr A Lawrence 2. Cllr C N Mason Cllr A J Eade 3. Cllr D G Wright
Park Lane Centre *[Appointed as a Director, therefore continuity of appointment preferred]*	Annual		1 Councillor	1. Cllr K R Guy Cllr D G Wright
Severn Gorge Countryside Trust *[For approval at Trust's AGM in October]*	4 year term (2015-2019)		3 Representatives *(Don't have to be a Councillor)*	1. Cllr C R Turley Cllr J C Ashford 2. L Lomax Cllr J M Seymour 3. D Webster Cllr E J Greenaway
The Walker Trust	4 years (2015-2019)		1 Councillor with education background The Clerk to the Trust prefers continuity of representative	1. Cllr S A W Reynolds Cllr S Barnes

APPENDIX 2 - NOMINATIONS RECEIVED

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	NOMINATION(S) for 2015/16
Telford Trust	4 years (2015-2019)	Cabinet Member: Leisure Services & Culture	3 Councillors	1. Cllr E A Clare 2. Cllr J Jones Cllr M B Hosken 3. Cllr A R H England Cllr M Boylan 4. Cllr J C Ashford
Wrekin Housing Trust	4 years (2015-2019)		1 Councillor	1. Cllr R A Overton Cllr I T W Fletcher
Telford & Wrekin Council for Voluntary Services Board of Trustees.	Annual		1 Councillor	1. Cllr A D McClements Cllr S P Burrell .

APPENDIX 3 - PROPOSED REPRESENTATION ON OUTSIDE BODIES 2015/16

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	REPRESENTATIVES for 2015/16
National/Regional Bodies				
Association for Public Service Excellence (APSE)	Annual		1 Councillor	1. Cllr J C Minor
National Association of Councillors	Annual		(Must be one of the reps on the English Region Branch) 1 Councillor	1. Cllr E J Carter
Association of Councillors – English Region Branch	Annual		3 Councillors ***(one of which <u>must</u> be the representative to the National Association)***	1. NAC Rep: Cllr E J Carter 2. Cllr R J Sloan 3. Cllr C R Turley
English Severn & Wye Regional Flood & Coastal Committee	Annual	Cabinet Member: Housing, Public Health & Protection		1. Cllr R A Overton
Local Government Association – General Assembly	Annual		3 Councillors 1 Observer	1. Cllr K S Sahota 2. Cllr S Davies 3. Cllr A J Eade Observer: Cllr R A Overton
Local Government Association – World Heritage Sites Special Interest Group (LAWHF)	Annual		1 local Ward Member 1 Councillor as substitute	1. Cllr N C Lowery Substitute: Cllr C R Turley

APPENDIX 3 - PROPOSED REPRESENTATION ON OUTSIDE BODIES 2015/16

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	REPRESENTATIVES for 2015/16
Marches Local Enterprise Partnership Board	Annual	The Leader Substitute – Cabinet Member: Business, Neighbourhood & Customer Services		1. Cllr K S Sahota Substitute – Cllr S Davies
Marches Joint Executive Committee	Annual	The Leader Substitute – Cabinet Member: Business, Neighbourhood & Customer Services		1. Cllr K S Sahota Substitute – Cllr S Davies
Marches European Structural & Investment Funds Committee	3 years	Cabinet Member: Council Finance & Service Delivery		1. Cllr L D Carter
Marches Local Transport Body	Annual	Cabinet Member: Communities, Regeneration & Transport + 1 Substitute Cabinet Member		1. Cllr A D McClements 2. Deputy: Cllr L D Carter
Marches Housing & Planning Partnership	Annual	Cabinet Member: Housing, Public Health & Protection		1. Cllr R A Overton
Shropshire, Telford & The Marches Strategic Rail Group	Annual	Cabinet Member: Communities, Regeneration & Transport		1. Cllr A D McClements
South Staffordshire & Shropshire Mental Health NHS Foundation Trust Governing Body	Annual	Cabinet Member: Adult Social Care		1. Cllr A R H England

APPENDIX 3 - PROPOSED REPRESENTATION ON OUTSIDE BODIES 2015/16

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	REPRESENTATIVES for 2015/16
West Mercia Energy Joint Committee	Annual	(2 Cabinet Members and 2 substitute Cabinet Members to accord with Article 11 of the Constitution)		1. Cllr L D Carter 2. Cllr A R H England Substitute 1: Cllr R A Overton Substitute 2: Cllr P R Watling
West Mercia Energy Audit Committee	Annual		1 Councillor *Meetings are usually immediately before Joint Board meetings, so* ***best to appoint one of the Joint Board reps (see above)***	1. Cllr L D Carter
West Mercia Police & Crime Panel	Annual		2 Councillors Substitute	1. Cllr R C Evans 2. Cllr S J Reynolds Substitute: Cllr R J Sloan
West Midlands Regional Employers Organisation	Annual	Cabinet Member with Responsibility for HR		1. Cllr K S Sahota
Shropshire Organisations				
Age UK Shropshire, Telford & Wrekin	Annual		1 Councillor	1. Cllr J M Seymour
County Sports Partnership (Energize STW)	Annual	Cabinet Member: Leisure Services & Culture		1. Cllr E A Clare
Shropshire Hills Area of Outstanding Natural Beauty	Annual		1 Councillor	1. Cllr C R Turley

APPENDIX 3 - PROPOSED REPRESENTATION ON OUTSIDE BODIES 2015/16

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	REPRESENTATIVES for 2015/16
Shropshire Pension Fund Committee	Annual		2 Councillors 2 Councillors (substitutes)	1. Cllr M J Smith 2. Cllr C F Smith Substitute 1: Cllr A R H England Substitute 2: Cllr R J Sloan
Shropshire Playing Fields Association	Annual	Cabinet Member: Leisure Services & Culture	+ 1 Councillor	1. Cllr E A Clare 2. Cllr M B Hosken
Telford & Wrekin Organisations				
Community Health & Enterprise Centre (CHEC)	Annual		1 Councillor	1. Cllr J Jones
Granville Country Park (Local Nature Reserve) Management Committee	Annual		1 Councillor	1. Cllr C R Turley
Ironbridge Gorge World Heritage Site Steering Group	Annual		1 Ward Councillor 1 Councillor	1. Cllr N C Lowery 2. Cllr C R Turley
Lawley Village Steering Group	Annual	Cabinet Member: Housing, Public Health & Protection +Assistant Director Planning Specialist (Strategic Lead)		1. Cllr R A Overton
Joint Adoption Panel	3 years	Cabinet Member: Children, Young People & Families		1. Cllr P R Watling
Just Credit Union	Annual		1 Councillor	1. Cllr G C W Reynolds

APPENDIX 3 - PROPOSED REPRESENTATION ON OUTSIDE BODIES 2015/16

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	REPRESENTATIVES for 2015/16
Lightmoor/TWC Liaison Group	Annual	Cabinet Member: Housing, Public Health & Protection	+ 2 Ward Councillors	1. Cllr R A Overton 2. Cllr E J Greenaway 3. Cllr C P R Mollett
Local Access Forum	2 years	Cabinet Member: Leisure & Wellbeing	1 Councillor	1. Cllr E A Clare 2. Cllr M B Hosken
Local Strategic Partnership	Annual	Leader		1. Cllr K S Sahota
Safer Telford Partnership	Annual	Cabinet Member: Communities, Regeneration & Transport		1. Cllr A D McClements
Telford MIND Executive Committee	Annual		1 Councillor	1. Cllr A R H England
Telford Tourism Partnership	Annual	Cabinet Member: Business, Neighbourhood & Customer Services		1. Cllr S Davies
Telford Christian Council - Executive Committee	Annual		1 Councillor	1. Cllr V A Fletcher
Telford Millennium Community Steering Group	Annual	Cabinet Member: Housing, Public Health & Protection +Assistant Director Planning Specialist (Strategic Lead)	+ 1 Ward Councillor *The site covers Ketley and Hadley*	1. Cllr R A Overton 2. Cllr R J Sloan
Telford & The Wrekin Citizens Advice Bureau – Management Board	Annual		2 Councillors	1. Cllr A J Burford 2. Cllr J Loveridge

APPENDIX 3 - PROPOSED REPRESENTATION ON OUTSIDE BODIES 2015/16

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	REPRESENTATIVES for 2015/16
Telford & Wrekin Flood Risk Management Board	Annual	Cabinet Member: Housing, Public Health & Protection		1. Cllr R A Overton
Telford & Wrekin Home-Start Management Committee	Annual		1 Councillor *Meetings take place Monday daytime*	1. Cllr J M Seymour
Telford & Wrekin Local Admission Forum	Annual	Cabinet Member: Children Young People & Families		1. Cllr P R Watling
Telford & Wrekin Retirement Association	Annual	Mayor		1. Mayor
Telford & Wrekin Standing Advisory Council for Religious Education (SACRE)	Annual		3 Councillors	1. Cllr R C Evans 2. Cllr L A Murray 3. Cllr V A Fletcher
Wellington Centre Management Committee	Annual		2 Councillors	1. Cllr E A Clare 2. Cllr G H Cook
Wrekin & District Sports Forum	4 years (2015-2019)		1 Councillor	1. Cllr E A Clare
Wrekin Landlords Association	Annual		1 Councillor	1. Cllr R A Overton

APPENDIX 3 - PROPOSED REPRESENTATION ON OUTSIDE BODIES 2015/16

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	REPRESENTATIVES for 2015/16
Companies Limited by Guarantee/Trusts/Charities, etc.				
Ironbridge Gorge Museum Trust (Appointed as Board Advisor) *[For approval by Board of Trustees, normally in October]*	Annual		1 Councillor	1. Cllr C R Turley
Meeting Point Trust	Annual		3 Councillors	1. Cllr R A Overton 2. Cllr C N Mason 3. Cllr D G Wright
Park Lane Centre *[Appointed as a Director, therefore continuity of appointment preferred]*	Annual		1 Councillor	1. Cllr K R Guy
Severn Gorge Countryside Trust *[For approval at Trust's AGM in October]*	4 year term (2015-2019)		3 Representatives *(Don't have to be a Councillor)*	1. Cllr C R Turley 2. L Lomax 3. D Webster
The Walker Trust	4 years (2015-2019)		1 Councillor with education background The Clerk to the Trust prefers continuity of representative	1. Cllr S A W Reynolds

APPENDIX 3 - PROPOSED REPRESENTATION ON OUTSIDE BODIES 2015/16

ORGANISATION	TERM	CABINET MEMBER	OTHER MEMBER(S)	REPRESENTATIVES for 2015/16
Telford Trust	4 years (2015-2019)	Cabinet Member: Leisure Services & Culture	3 Councillors	1. Cllr E A Clare 2. Cllr J Jones 3. Cllr A R H England 4. Cllr J C Ashford
Wrekin Housing Trust	4 years (2015-2019)		1 Councillor	1. Cllr R A Overton
Telford & Wrekin Council for Voluntary Services Board of Trustees.	Annual		1 Councillor	1. Cllr A D McClements .