

**A MEETING OF THE
BOROUGH OF TELFORD & WREKIN**

**Will be held at THE PLACE,
OAKENGATES, TELFORD TF2 6ET
on THURSDAY, 17 JANUARY 2019
at 6.00pm**

**All Members are summoned to attend for the transaction
of the under mentioned business**



Assistant Director Governance, Procurement & Commissioning

AGENDA

1. **Prayers**
2. **Apologies for Absence**
3. **Declarations of Interest**
4. **Minutes of the Council**
To confirm the minutes of the meeting of the Council held on
22 November 2018.

Appendix A
White
Page 4

5. **Leader's Report & Announcements**

The Leader of the Council may give an oral report on matters of significance to the Borough, comment upon the Cabinet decisions or make any announcements.

6. **Mayor's Announcements**

To note the Mayoral Engagements undertaken since the Council meeting held on 22 November 2018.

Appendix B

White
Page 9

7. **Public Questions**

To receive any questions from the public which have been submitted under Council Procedure Rules 7.11 and 7.12. The session will last no more than 15 minutes with a maximum of 2 minutes allowed for each question and answer. Questions can be asked of The Leader and Cabinet Members.

None received.

8. **Cabinet Decisions Made Since the Last Meeting of the Council**

To receive the report on the Cabinet decisions made since publication of the last Council meeting agenda. Cabinet Members may speak on these decisions and Members may ask questions about key decisions of the relevant Cabinet Member for the purposes of clarification only. Members are asked to note the additional delegations to officers granted at those meetings.

Appendix C

White
Page 14

9. **Recommendations from Cabinet**

Cabinet – 13 December 2018

(i) Youth Justice Plan 2018/19

Recommended that the Youth Justice Plan 2018/19 be approved and endorsed and that the West Mercia YJS responsibilities be noted.

Appendix D1

Yellow
Page 16

(ii) Telford & Wrekin Domestic Abuse Strategy 2019-2021

For noting.

Appendix D2

Yellow
Page 61

Cabinet – 3 January 2019

(iii) 2018/19 Financial Management Report

Recommended that the changes to the capital programme as detailed in Appendix 1 of the report be approved

Appendix D3

Yellow
Page 82

10. **Setting of the Council Tax Base for 2019/20**
To receive the report of the Assistant Director: Finance & Human Resources (Chief Financial Officer).

11. **Questions**
To answer questions received under Council Procedure Rule 6.2.

NB *In accordance with the provisions of Council Procedure Rule 6.2.9 there will be a maximum of 30 minutes allowed for questions and answers. Any question not answered within the 30 minute time limit will receive a written reply within 5 working days.*

12. **Notice of Motion**

None received.

KEY

Yellow paper	Recommendations from Cabinet to Full Council
White Paper	Reports submitted direct to Full Council
Green Paper	Recommendations from Committees, Boards and Commissions requiring approval by Full Council

FILMING, RECORDING & PHOTOGRAPHY

The Council supports the principle of transparency and encourages filming, recording and taking photographs at its meetings that are open to the public. It also welcomes the use of social networking websites (such as Twitter and Facebook) and micro-blogging to communicate with people about what is happening, as it happens.

There is no requirement to notify the Council in advance, but it should be noted that the Chairman of the meeting will have absolute discretion to terminate or suspend any of these activities if, in their opinion, continuing to do so would prejudice proceedings at the meeting. Full details of the Council's protocol on audio/visual recording and photography at meetings can be accessed via the following link:

http://www.telford.gov.uk/info/20243/council_meetings/365/filming_photography_recording_and_use_of_social_networking_at_meetings

PUBLIC QUESTIONS

At each Ordinary meeting of the Council a period of 15 minutes will be allocated for public questions. Questions can be asked of The Leader and Cabinet Members. Details of the protocol for public questions can be accessed via the following link:

http://www.telford.gov.uk/info/20243/council_meetings/364/public_questions_at_council_meetings

BOROUGH OF TELFORD & WREKIN

Minutes of the Meeting of the Borough of Telford & Wrekin held on Thursday, 22 November 2018 at 6.00pm at The Place, Oakengates, Telford

Present:

Councillors J C Ashford, S L Barnes, S Bentley, K T Blundell, M Boylan, A J Burford, S P Burrell, E J Carter, L D Carter, S Davies, N A Dugmore, A J Eade, A R H England, N A M England, R C Evans, I T W Fletcher, V A Fletcher, J A Francis, C A Furnival, E J Greenaway, M B Hosken, R T Kiernan, A Lawrence, J Loveridge, N C Lowery, C N Mason, A D McClements, R Mehta (Mayor), A A Meredith, L A Murray, T J Nelson, R A Overton, J Pinter, G C W Reynolds, S A W Reynolds, S J Reynolds, H Rhodes, P J Scott, J M Seymour, R J Sloan, C F Smith, M J Smith (Speaker), B D Tillotson, K T Tomlinson, W L Tomlinson, C R Turley, P R Watling and D G Wright

48. Prayers

The Reverend Keith Osmund-Smith said prayers.

49. Apologies for Absence

Councillors E A Clare, K R Guy, J Jones, J C Minor and K S Sahota.

50. Declarations of Interest

Councillors S Bentley declared an interest in minute number 57, Review of Statement of Gambling Licensing Policy, due to lottery sales at his place of employment and indicated that he would leave the room during determination of this item.

Councillors A J Burford, S P Burrell and R J Sloan declared an interest in minute number 59, Notice of Motion, due to their membership of the Joint Health Overview & Scrutiny Committee and indicated that they would not take part in the debate and would abstain from the vote.

51. Minutes of the Council

RESOLVED – that the minutes of the meeting held on 20 September 2018 and the minutes of the extraordinary meeting held on 29 October 2018 be confirmed and signed by the Mayor.

52. Leader's Report & Announcements

The Leader noted that it had been a busy and exciting time in the approach to Telford's 50th Birthday and drew attention to a number of recent achievements including winning the Association of Public Sector Excellence award for the Best Collaborative Working Initiative over the Telford Land Deal, a number of free events over the summer, financial support for five Town Councils as part of the legacy fund, investment through the Pride in Our Community Fund, Pride Fund supporting safety outside schools and promoting safer routes to schools, the imminent opening of the Telford Footbridge, and the work of the Find It, Fix It pot holes had resulted in better than average national roads according to the Department for Transport.

The Leader summarised recent efforts to help recruit staff to the Shrewsbury and Telford Hospital Trust whose A&E department in Telford had been facing overnight closure from December 2018, referring to a call on the Government to scrap pay caps for doctors and nurses, a meeting had taken place with the Indian Consul General to secure Commonwealth Doctors, resulting in a number of approaches from doctors in India, the Council was working on the creation of a Telford medical school to 'grow our own' doctors and nurses and in the words of a consultant anaesthetist, in a 'game changer' move, he was delighted to report that the community had come together to help in a Council-led project to refurbish doctors accommodation on the hospital site which would be offered free of charge to junior and middle grade doctors. The Leader thanked the volunteers, businesses, organisations and town and parish councils who had supported the project to help the Princess Royal Hospital recruit A&E doctors: Dave Roscoe, Emma Tilley, Paul Jones, Tony Pooler, Steve Cureton, Mary Lewis, Revive, TWS, Limetree Nurseries, Denso, Lovell Homes, Wrekin Housing Trust, Mitre, WSP and the Parish and Town Councils: Hadley & Leegomery, Great Dawley, Wellington, Wrockwardine Wood & Trench, Newport, Oakengates, St Georges & Priorslee and Dawley Hamlets.

The Leader looked forward to the Telford Community Pride Awards, the return of the European Christmas market and the repeat of some successful Telford 50 events. He also noted a continued commitment to tackling Child Sexual Exploitation and welcomed the appointment of Eversheds Sutherland as the inquiry's independent Commissioning Body.

53. Mayor's Announcements

The Mayor commented upon the engagements he had attended since the meeting on 20 September 2018, welcoming conferences at the TIC, opening the newly refurbished Odeon Cinema and Entertainer Store and launching further housing developments. He had supported fundraising events and awards ceremonies including Zac-fest and the Council's Hotshots Awards, and attended Telford 50 events. He continued his focus on his pledges for the year in support of the Building Bridges theme including visiting schools, nursing and residential homes across the borough. The Mayor's Telford 50 Art Competition had recently launched and attracted participation from a number of local schools. He looked ahead to upcoming events in support his charity - a golf day and Christmas Afternoon Tea - and expressed thanks to those who had supported him so far.

54. Public Questions

No questions were received.

55. Cabinet Decisions Made Since the Last Meeting of the Council

Members received the report on the Cabinet decisions made since the last meeting of the Council. No questions were raised.

56. Recommendations from Cabinet

Cabinet – 15 November 2018

(i) 2018/19 Financial Management Report

Councillor L D Carter, Cabinet Member: Finance, Commercial Services and Economic Development, presented the report of the Assistant Director: Finance & HR (Chief Financial Officer).

RESOLVED that the changes to the capital programme as set out in Appendix 1 to the report be approved.

57. Review of Statement of Gambling Licensing Policy

In accordance with his declaration of interest, Councillor S Bentley left the room during determination of this item.

Councillor C R Turley, the Chair of Licensing Committee presented the Statement of Gambling Licensing Policy for the Gambling Act 2005 which was due for its 3 yearly review. Members of the Licensing Committee had considered the revised Statement of Licensing Principles following a recent consultation.

Councillor V A Fletcher referred to the Gambling Commission's recently published report summary on Children's Attitudes to Gambling which referred to increasing numbers of underage gambling in pubs and elsewhere and asked for the Licensing Committee Chair's comments on the report, what the position was regarding under age gambling in Telford and what action was being taken to prevent it. Councillor Turley indicated that he would provide a written response.

RESOLVED that the revised Statement of Licensing Principles for the Gambling Act 2005 be approved, to take effect from 31st January 2019 for the Borough of Telford & Wrekin.

58. Questions

The following questions were asked under Council Procedure Rule 6.2.2:-

- (a) Councillor P J Scott asked the following question of Councillor R A Overton, Communities, Housing and Enforcement

In Newport we now have many student let properties with up to 6 living in one house. This can mean that a minimum of 6 vehicles need to be parked there during the day or night. Many of the residential roads in Newport already have a severe parking issue especially with poor pavement parking. There needs to be something added to the Landlord Accreditation Scheme that can help us.

Can the council do anything to control the numbers of student lets on residential streets and can the landlord be made to accommodate cars being parked only on their own driveways and garage areas?

Councillor Overton responded that Harper Adams was a growing university which was welcomed however the Council must help create conditions where students and residents could live well together

The Council recognised that under planning legislation dwellings could be converted to provide accommodation for up to 6 people provided they lived as a

single household, without the need for a planning application. If however more than 6 people were accommodated planning consent would be required and the Council would be able to consider material planning matters including planning policy, levels of parking and amenity.

The majority of the student accommodation referred to had been converted without the need for permission from the Local Authority. The only way to require a planning application would be through the removal of permitted development rights, through an Article 4 direction. However in making such a direction, there must be significant evidence for the identified need, demonstrating to the Secretary of State the evidence of harm.

However as the Government continued to drive the delivery of a wide variety of homes, increasing permitted development rights for changes of use to dwellings, required the Council to have a robust case; as such the Council continued to gather evidence to identify the harm in order to justify the removal of such permitted rights and the Cabinet Member would keep members informed of progress regarding this opportunity.

Additionally, the Council had given a commitment to apply in the New Year to adopt Civil Parking Enforcement (CPE) powers from the police. One of the options that would come with CPE powers was the potential to consider implementing residential permit parking schemes. In the longer term this may offer a partial solution to Councillor Scott's concerns in Newport.

By way of a supplementary question, Councillor Scott sought the attendance of a Council representative at a future meeting of Newport Town Council to discuss the issue and Councillor Overton indicated that he would be pleased to attend.

- (b) Councillor P J Scott asked the following question of Councillor R A Overton, Communities, Housing and Enforcement

The whole borough continues to have a dog fouling problem which is currently managed by TWS, the single dog warden and volunteers. Going forward it looks like we lose the Dog Warden and that dog fouling will slip into the margins of the new idVerde contract.

I have spent the last 2 years working to highlight and deal with the dog fouling problems in Newport and other volunteers elsewhere have done a great job too.

Can we be confident that dog fouling and stray dogs will be dealt with properly under the new contract and will the Council commit to keeping at least one dog warden in the borough area?

In response, Councillor Overton acknowledged the excellent work the current Dog Warden undertook around the Borough and thanked Councillor Scott and all the volunteers for their efforts in raising awareness of dog fouling, which was a crime and continued to be an unwanted feature on the environment.

The Dog Warden Service had been part of the Environmental Maintenance Services Contract which had been delivered by TWS Ltd since 2001. The role of the Dog Warden had been to deal with stray dogs, either by safely returning them to their owners or transporting stray dogs to kennels. The Dog Warden Service

was not originally designed to address dog fouling, serve Fixed Penalty Notices or provide an education and awareness service. That said, the Dog Warden had worked with Councillors, Parishes and volunteers as and when requested.

Councillor Overton stressed that dog fouling would not slip into the margins of the new Grounds & Cleansing contract. On the contrary, removal of dog fouling from the landscape, was integral in the new improved service standards and would be addressed more effectively.

The original Dog Warden Service was put in place due to the many hundreds of reported stray dogs across the Borough. This was before micro chipping of all domestic dogs became lawful. Councillor Overton was pleased to say the numbers of reported stray dogs had reduced dramatically year on year from 480 in 2014 to only 75 in the first half of this year. This equated to less than 3 stray dogs a week.

Due to this dramatic drop off in numbers, the Council had considered various options and was tendering for a dedicated Stray Dog service which would include the collection and kennelling of stray dogs. This would be a more cost effective solution and was separate to the new Grounds & Cleansing Contract. The call off service reflected the low numbers of reported stray dogs since the Council no longer needed a dedicated Dog Warden.

The Council would continue to use all its enforcement powers and resources to target dog fouling hotspots and would continue to use issue Fixed Penalty to the few who blighted the community. This Council also provided over 1million free dog poo bags every year to the community so there was no excuse for people not to clean up their dogs' mess.

59. Notice of Motion

With the consent of the seconder and in light of the recent announcement that the proposed overnight closure of the Accident and Emergency Department at Princess Royal Hospital would not go ahead, Councillor A J Eade withdrew the motion of no confidence in the leadership of SaTH or Future Fit.

The meeting ended at 6.46pm

Mayor:

Date:



MAYORAL ENGAGEMENTS
12 November 2018 – 24 December 2018

November	12	M	Visit to Myford House Nursing & Residential Home at Woodlands Lane, Horsehay
		M	Horsehay Village Hall Committee Meeting at Bridge Road, Horsehay
	13	M	Visit to Woodcote Hall Nursing Home at Chetwynd Aston, Newport
		M	Telford & East Shropshire Ramblers AGM at Blists Hill Museum, Ironbridge
	14	M	Bulb Planting Photocall at Caseys Cordingley Hall, Donnington
	15	M	Telford Mind 1 st Anniversary Celebration at Court street Medical Practise, Madeley
	16	M	Malinslee Memorial Dedication Event at Brunel Road, Malinslee
		M	PRH Housing Project Photocall at Apley Castle, Telford
		M	BBC Children in Need Bake Off at Lyreco, Deer Park Court, Donnington Wood
		M	Visit to Birkdale Residential Home at Station Hill, St Georges
	17	M	Jackfield Vintage Fair at Jackfield Village Hall, Telford
		M	Visit to Wrekin Riders BMX Club at Duce Drive, Dawley
	19	M	Visit to Haughton School at Queen Street, Madeley
	20	M	Little Wenlock Over 60's Lunch Club at Little Wenlock Village Hall, Telford
21	M	Industrie Cartarie Tronchetti Visit at Marches Growth Hub, Telford Innovation Campus, Priorslee	

- M** Exotic Zoo Filming at Woodhouse Lane, Telford
- M** Citizenship Ceremony at Register Office, Wellington
- M** Lilleshall Primary School Bling Your Coat Competition at Limekiln Lane, Lilleshall
- M** Pink Ribbons Breast Cancer Support Group Meeting at Education Centre, Princess Royal Hospital, Apley Castle, Telford
- 22** **M** Thomas Telford Statue Unveil at Telford Square, Telford Town Centre
- 23** **M** Malinslee Christmas Lights Switch On at Malinslee Centre, Telford
- 24** **M** Telford 50 Legacy Fund Be a Local Tourist, Lakeside Plant Centre, Priorslee
- M** Diwali Festival at Lawley Village Primary Academy, Bryce Way, Telford
- M** Bourneville House Christmas Fayre at Furnace Avenue, Lightmoor Village
- 25** **M** Hadley Sikh Gurdwara Celebration Event at 1 Hadley Park Road, Hadley, Telford
- M** Polar Express Dress Rehearsal at Telford Steam Railway, Horsehay
- 26** **M** Visit to Deansfield Residential Care Home Deansfield, Kynnersley, Telford
- M** Visit to Wrockwardine Wood CE Junior School at Church Road, Telford
- M** Meadows Primary School & Ketley Parish Council 100 years of Women's Rights Celebration at Meadows Primary School, Ketley
- 27** **M** Burton Borough Work Experience Awards at Harper Adams University, Newport

- 28 M** Citizens in Policing Programme
Volunteers Appreciation Evening, Holiday Inn Hotel, St Quentin's Gate, Telford
- 29 M** Preview of Telford 50 Advert For Newdale & Old Park Primary at Cineworld Cinema, Southwater, Telford
- M** Telford 50 Gems Afternoon Tea at Telford International Centre, St Quentin's Gate, Telford
- M** Telford 50 Community Pride Awards at Telford International Centre, St Quentin's Gate, Telford
- 30 M** Mayor's Charity Golf Day at Telford Hotel & Golf Resort, Sutton Heights, Sutton Hill
- M** St Georges Christmas Lights Switch On at Church Street, Telford
- M** Dawley Christmas Lights Switch On at Dawley, Telford
- M** Phoenix Gala Awards at The international Convention Centre, Birmingham
- December 1 M** Randlay Community Centre Christmas Fayre at 7 Downemead, Hollinswood, Telford
- M** Madeley Christmas Lights Switch On at Madeley Centre, Telford
- 2 M** Friends of Telford Town Park Christmas Charity Fun Run at Telford Town Park
- 3 M** Visit to College of Wolverhampton Site at Paget Road Campus, Wolverhampton
- M** Telford & Wrekin Civic Carol Service at The Place, Oakengates Theatre
- 4 M** Royal Mail Christmas Visit at Oakengates Delivery Office, Commercial Way, Telford
- M** Big Green Vote Presentation Dale End Park, Ironbridge

- 5** **M** Royal Mail Christmas Visit at Tweedale Delivery Office, Tweedale Industrial Estate, Telford
- M** Lovell Homes Orleton Park Pre-Development Photo Call at Orleton Lane, Wellington
- M** My Options Christmas Fayre at The Skills & Enterprise Hub, Horsehay
- 6** **M** West Midlands Community Sports Awards at Noble Room, University of Birmingham
- 7** **M** Lawley Bank Court Christmas Fayre at Lawley Bank Court, Martingale Way, Lawley
- M** Visit to St Georges Park Care Home at St Georges, Telford
- M** Lightmoor Village Christmas Cracker Event, Lightmoor Village Square, Telford
- 8** **M** Little Wenlock Village Hall Christmas Fair Opening at Matlhouse Bank, Little Wenlock
- M** St James Church Carol Service at Stirchley, Telford
- 9** **M** Great Dawley Town Council Over 60s Christmas Party at Dawley Town Hall, New Street, Telford
- 10** **M** Visit to Telford Langley School at Duce Drive, Dawley
- M** Visit to Sambrook House Residential Care Home at Nr Newport, Shropshire
- M** MKM Building Supplies Charity Raffle Draw at MKM Building Supplies, Ketley
- 11** **M** PRH Organ Donor Window Unveiling at Princess Royal Hospital, Apley Castle, Telford
- M** PRH Christmas Ward Visit at Princess Royal Hospital, Apley Castle, Telford

- 12 M** Chit Chat Club Christmas Party at Neighbourhood Centre, Hollinswood, Telford
- 14 M** PRH Christmas Thank You at Princess Royal Hospital, Apley Castle, Telford
- M** Wrekin Riders Christmas Party at Dawley Town Hall, New Street, Dawley, Telford
- 15 M** SANT Nirankari Mandal UK Annual Christmas Lunch at Centre For Oneness, Wednesbury
- 16 M** Mayors Charity Christmas Tea Party at Telford Hotel & Golf Resort, Sutton Heights, Sutton Hill
- 17 M** Christmas Smile Gift Giving at Unit 6, Stafford Park 4, Telford
- M** Lightmoor Primary School Nativity Performance, Lightmoor Way, Telford
- 18 M** Lets Go Quackers PRH Mural Unveil at Princess Royal Hospital, Apley Castle, Telford
- 19 M** Shortwood Primary Christmas Lunch at Shortwood Primary School, Limekiln Lane, Wellington
- M** Citizenship Ceremony Register Office, Wellington Civic & Leisure Centre
- M** Kanshi TV Christmas Show at Kanshi TV, Howard Street. West Bromwich
- 21 M** Telford Crisis Support Christmas Parcel Day at All Nations Church, Holyhead Road, Ketley
- 24 M** Childrens Ward Christmas Visit at Princess Royal Hospital, Apley Castle, Telford



TELFORD & WREKIN COUNCIL

COUNCIL – 17 JANUARY 2019

MATTERS DETERMINED BY THE CABINET

REPORT OF CABINET – FOR INFORMATION ONLY

1.0 INTRODUCTION

This report sets out those matters determined by the Cabinet at its meetings on 13 December 2018 and 3 January 2019.

2.0 CABINET BUSINESS

Matters that have been determined by Cabinet are listed below:

- | | | |
|----|-------|---|
| | 2.1 | <u>13 December 2018</u> |
| KC | 2.1.1 | Youth Justice Plan 2018/19 |
| K | 2.1.2 | Telford & Wrekin Domestic Abuse Strategy 2019-2021 |
| K | 2.1.3 | Lilleshall Parish Neighbourhood Plan |
| NK | 2.1.4 | Early Years and Childcare Sufficiency Assessment 2018 |
| | 2.2 | <u>3 January 2019</u> |
| KC | 2.2.1 | 2018/19 Financial Management Report |
| K | 2.2.2 | Service & Financial Planning 2019/20 Proposals |
| K | 2.2.3 | Applying for Civil Parking Enforcement Powers |
| K | 2.2.4 | School Funding Formula 2019/20 |
| K | 2.2.5 | Declaration of Dawley Pools and Pit Mounds Local Nature Reserve |

Key

- | | |
|----|----------------------------------|
| K | = Key Decisions |
| NK | = Non-Key Decisions |
| E | = Exempt Items |
| PE | = Part Exempt Item |
| C | = Council |
| PC | = Part Recommendation to Council |

3.0 DELEGATION OF POWERS GRANTED BY THE CABINET

REPORT HEADING	DELEGATION GRANTED TO	DETAIL OF DELEGATION GRANTED
Lilleshall Parish Neighbourhood Plan	Business, Development & Employment.	To exercise all of the Council's relevant powers and duties and undertake all necessary procedural arrangements relating to the making of the Lilleshall Parish Neighbourhood Plan
Applying for Civil Parking Enforcement (CPE) Powers	Assistant Director: Customer & Neighbourhood Services in consultation with the Deputy Leader & Cabinet Member for Communities, Housing and Enforcement	To approve the Council's Parking Strategy
Applying for Civil Parking Enforcement (CPE) Powers	Assistant Director: Customer & Neighbourhood Services in consultation with the Deputy Leader & Cabinet Member for Communities, Housing and Enforcement	To implement CPE subject to receiving approval from the Department for Transport
Declaration of Dawley Pools and Pit Mounds Local Nature Reserve	Assistant Director: Business, Development & Employment	To complete the declaration process

LEGAL COMMENT FINANCIAL COMMENT LINKS WITH CORPORATE PRIORITIES RISKS AND OPPORTUNITIES ENVIRONMENTAL IMPACT EQUALITY & DIVERSITY WARD IMPLICATIONS	As described in each report considered by Cabinet. Copies of all reports have been previously circulated to all Members of the Council.
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TELFORD & WREKIN COUNCIL

CABINET – 13 DECEMBER 2018

FULL COUNCIL – 17 JANUARY 2019

YOUTH JUSTICE PLAN 2018/19

REPORT OF THE DIRECTOR OF CHILDREN'S AND ADULT SERVICES

LEAD CABINET MEMBER – CLLR PAUL WATLING

PART A) – SUMMARY REPORT

1. SUMMARY OF MAIN PROPOSALS

Youth offending partnerships have a statutory duty to produce an annual youth justice plan which is submitted to the Youth Justice Board for England and Wales in accordance with the directions of the Secretary of State,

The Youth Justice Plan is prepared on an annual basis on behalf of Herefordshire Council, Shropshire Council, Telford and Wrekin Council and Worcestershire County Council in accordance with the guidance “Youth Justice Plans: YJB Practice Note for Youth Offending Partnerships”¹

The Youth justice Plan sets out how youth justice services across West Mercia are structured and funded and identifies key actions to address identified risks to service delivery and improvement.

The plan outlines the partnerships priorities for 2018/19 to 2019/20 and provides commentary on the three national performance indicators for youth offending services;

- Rate of first time entrants to the youth justice system
- The number and rate of custodial sentences
- The proportion of young people re-offending

¹ Youth Justice Board for England and Wales, May 2018.

2. RECOMMENDATIONS

2.1 That Youth Justice Plan 2018/19 recommended to Full Council for approval and endorsement and that the West Mercia YJS responsibilities are noted.

3. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	<ul style="list-style-type: none"> • Put our children and young people first • Protect and support our vulnerable children and adults • Ensure neighbourhoods are safe, clean and well maintained
	Will the proposals impact on specific groups of people?	
	Yes	Young people already involved with offending or at risk of offending
TARGET COMPLETION/DELIVERY DATE	The Youth justice plan is for 18/19 and the plan will be reviewed in the final quarter of 18/19 in order to prepare the Youth Justice Plan for 19/20.	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes	<p>Adopting the strategy is not expected to incur any additional costs over and above the annual budgeted levy. However, the constituent authorities have indemnified risks undertaken by the OPCC and may be called upon to contribute further funds in the event of pressures on the budget if those pressures are not mitigated.</p> <p>Therefore, based on current known information, there are no financial implications anticipated from adopting the recommendation of this report.</p> <p>RP-13.11.18</p>
LEGAL ISSUES	Yes	Under Section 40 of the Crime and Disorder Act 1998 it is the duty of each local authority, after consultation with the relevant persons and bodies, to formulate and implement a youth justice plan for each year setting out how youth justice services are to be provided and funded in their area; and

		<p>how the youth offending team or teams established by them (whether alone or jointly with one or more other local authorities) are to be composed and funded, how they are to operate, and what functions they are to carry out.</p> <p>The youth justice plan is required to be submitted to the Youth Justice Board and be published in such manner and by such date as the Secretary of State may direct.</p>
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	The Youth Justice Plan outlines actions to reduce offending and reoffending by young people
IMPACT ON SPECIFIC WARDS	No	Borough-wide impact

PART B) – ADDITIONAL INFORMATION

4. INFORMATION

Under section 40 of the Crime and Disorder Act 1998 each Local Authority has a duty to produce a Youth Justice Plan setting out how Youth Justice Services in their area are provided and funded and composed. The plan is submitted to the Youth Justice Board for England and Wales.

The Youth Justice Plan for 2018/19 was prepared in May/June 2018 in line with the guidance issued by the Youth Justice Board (YJB), agreed at the West Mercia Youth Justice Service Management Board on 12th July and was submitted to the YJB at the end of July 2018.

Each Local Authority, in cooperation with Police, Probation and Clinical Commissioning Groups must put in place a youth justice service for their area, and in doing so the Local Authority may act together with one or more Local Authorities to establish a joint service for their area. Following a review of the delivery of youth justice services across West Mercia, undertaken in 2012, a decision was taken by the four Local Authorities in West Mercia to establish a joint Youth Justice Service and on the basis of further review undertaken in 15/16 a decision taken for the service to be hosted by the Office of the West Mercia Police and Crime Commissioner from 1st April 2016.

The plan identifies four main priorities for 2018/19 to 2019/20 as follows:

Priority 1: Our People

1.1 Promote in-service progression and ensure that appraisals are used effectively

- 1.2 Strengthen staff development programmes
- 1.3 Improve staff morale, motivation and encourage engagement

Priority 2: Our Partnerships

- 2.1 Improve multi-agency engagement at high risk and decision making meetings
- 2.2 Ensuring young people's mental health needs are met
- 2.3 Review and improve policy and practice in relation to out of court disposal decision making thereby contributing to a reduction in the number of first time entrants

Priority 3: Our Performance, Quality and Practice

- 3.1 Develop our quality assurance and performance framework in collaboration with our partners
- 3.2 Ensure adequate interface with Children Services information systems
- 3.3 Develop our practice and encourage innovation

Priority 4: Our Governance

- 4.1 Communicate our vision and priorities to our staff, partners and stakeholders
- 4.2 Develop Board Member links to WMYJS to support service development and improve engagement with staff and service users
- 4.3 Anticipate and mitigate future risks to the long term delivery of our vision

To help address very real challenges facing the system, including the centralisation of remand cases to Kidderminster Magistrates Court which has led to young people being held for longer, more often than previously without their parents, having to return for adjourned cases, delays in remand to local authority care and the associated transport difficulties. There are other challenges including delays in the system that can lead to youths being treated as adults by the time that their case comes to court, issues over the equitable treatment of local authority looked after children in the court process and out of court decision making arrangements.

Performance

The Youth Justice Service is subject to three national indicators:

- First time entrants to the youth justice system
- Use of custody
- Re-offending

Performance against the indicators is outlined in the plan and actions identified to address risks to performance improvement. The Telford and Wrekin specific information is set out on pages 32-35 of the plan.

- First time entrants to the youth justice system

The first time entrant rate is expressed as first time entrants per 100,000 youth population, a lower figure indicates good performance. The Telford and Wrekin performance for 2017 was 304, representing a significant improvement on the previous year when it was 478.

- Use of Custody

The use of custody measure is expressed as the number of custodial sentences per 1,000 youth population, a lower rate indicates good performance. In 2017 there were five custodial sentences in Telford and Wrekin equating to a rate of 0.30, this compares favourably to the national rate of 0.39.

- Re-Offending

There are two re-offending measures both measuring re-offending in the same cohort of offenders over a 12 month period following the youth justice sanction that placed the young person in the cohort. The first, the frequency rate, is the average number of re-offences per re-offender in the cohort. The second, the binary measure, is the percentage of the young people in the cohort who have re-offended. In both measures a lower figure indicates good performance.

For the cohort identified in the period July 2015 to June 2016 the frequency rate for Telford and Wrekin is 6.22 and the binary rate 29.7%, which compares to 4.04 and 33.9% for West Mercia, therefore there are proportionally less young people re-offending in Telford and Wrekin than for West Mercia, but when they do re-offend, on average, they are committing more offences.

It should be noted the overall cohort sizes are decreasing year on year. In the year ending June 2010 there were 451 offenders in the cohort and 531 re-offences compared to a cohort size of 182 with 336 re-offences in reporting period to June 2016. The number of actual re-offences has therefore decreased by 36% between the two reporting periods.

5. IMPACT ASSESSMENT – ADDITIONAL INFORMATION

The principal aim of the Youth justice System is the prevention of offending and re offending by children and young people. The Youth Justice Plan sets out an action plan to address the significant risks identified to future service delivery and improvement.

6. PREVIOUS MINUTES

- Cabinet Report 14th September 2017

7. **BACKGROUND PAPERS**

- West Mercia Youth Offending Service – Youth justice Plan 2018/19

Report prepared by:

Keith Barham, Head of West Mercia Youth Offending Service

Helen Didlock, Commissioning Specialist for Children and Young People

WEST MERCIA YOUTH JUSTICE PARTNERSHIP



YOUTH JUSTICE PLAN

2018/19



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1.0 INTRODUCTION

Introduction from Karen Bradshaw, Chair of West Mercia Youth Justice Service Management Board and Director of Children Services, Shropshire Council



West Mercia Youth Justice Service (WMYJS) is partnership between the Local Authorities, National Probation Service, West Mercia Police, NHS organisations across West Mercia and the Office for the West Mercia Police and Crime Commissioner. The service is accountable to the WMYJS Management Board, comprised of senior officers from each partner agency. The service is hosted, on behalf of the Local Authorities and the partnership by the Office of the West Mercia Police and Crime Commissioner (OPCC).

During 2017/18 the service, whilst still embedding the changes to the information system, assessment framework and service re-structure, also experienced churn within the leadership team, so it was pleasing to see, in the pilot inspection undertaken at the end of the year, that our assessments were rated as good and despite the changes within the management team throughout the year staff reported that they found managers supportive in carrying out their role. More information on the pilot inspection is provided in section 2.4, and there is an agreed inspection improvement plan, the actions from which have been incorporated in the delivery plan in section 3.4 of this plan.

There is a mixed picture in respect to the service's performance against the national outcome indicators. Performance in relation to the rate of young people receiving a custodial sentence has improved between 2016/17 and 2017/18 from 0.27 to 0.11 custodial sentences per 1,000 youth population, and this rate is significantly below the national rate of 0.38. The first time entrant (FTE) rate for 2017 is at 354, which is above the national rate of 295, however the performance is an improvement on the previous year when it was 408. The inspection team judged that the higher than might be expected rate of FTEs in West Mercia is due in large part to the out of disposal system in West Mercia and one of our key actions for 2018/19 is to revise that system, further commentary on this is provided in section 2.6. The proportion of young people re-offending (July 15 to June 16 cohort) is 33.9% which is significantly lower than the national rate at 41.9%, and an improvement on the previous year when it was at 36.9%.

The priorities for 2018/19 and 2019/20 are a result of joint management board and management team workshops, informed by a range of information including a review of the Youth Justice Plan 2017/18 and the unpublished pilot inspection report, and are based on the four themes of;

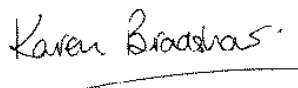
Our People
Our Partnerships
Our Performance, Quality and Practice; and
Our Governance

The service and management board do not work in isolation in reducing offending by children and young people and improving the outcomes for children and young people who have entered or at risk of entering the youth justice system. The board are committed to promoting better joint work between the service and other agencies at a local level. A particular focus for the year is better sharing of information between the children social care services of the Local Authorities and the service and securing better engagement of partner agencies in the planning for high risk offenders.

1.1 Approval of the Plan

This plan was approved at the West Mercia Youth Justice Service Management Board held on 12th July 2018

Signed:



Date: 12th July 2018

Karen Bradshaw
Chair – West Mercia Youth Justice Service Management Board

2.0 Review of 17/18

2.1 Changes to Service Delivery Arrangements

When the service was re-structured in November 2016 the Management Board agreed to keep the structure under review. The experience throughout 2017/18 demonstrated that the service has limited capacity within the management team. The team managers and senior practitioners were primarily engaged, during 2017/18, in building the new teams and embedding and improving the quality of AssetPlus, and capacity in the management team to progress other service development tasks and Youth Justice Plan actions was limited. As a result the Management Board have agreed to the establishment of an additional 2.0 fte management and administrative posts and adopted a two year financial plan until March 2020 in order to support these.

2.2 Review of Key Developments

The Youth Justice Service Management Board agreed seven main priorities for 17/18. The following developments were achieved during the year:-

Priority: Reducing First Time Entrants to the Youth Justice System

- Completed the bureau evaluation
- Developed a screening tool to be used in a revised out of court disposal system
- Scoped a FTE analysis

Priority: Reduce custody and young people entering the adult criminal justice system

- Revised the Management of Risk Policy
- At a local team level work has commenced to map the pathways into other services
- Commenced research on prevalence of adverse childhood experiences in young people in justice system

Priority: WMYJS Interventions are of a consistently good quality

- Revised the assessment and planning quality assurance tool
- Partnered with Worcester University to recruit students as learning mentors for young offenders
- Reviewed reparation activities and implemented a reparation development plan
- Developed a new gate keeping tool for reports

Priority: We have systems in place to understand young people's journey through our services.

- Reviewed youth justice substance misuse provision and implemented recording on the NDTMS
- Undertook a detailed analysis of the mental health needs of young people in the justice system
- The Management Board reviewed actions being taken to secure appropriate education placements for young people
- In partnership with the national Youth Justice SEND project commenced a SEND self assessment

Priority: The voice of service users directly impacts on service delivery

- Commissioning ViewPoint and work to develop service user feedback questionnaires

Priority: Team morale is good, staff feel enabled and have the tools required to do their job effectively

- Development of an in-service progression pathway to enable unqualified staff to progress to management
- Delivery of assessment and planning training
- The arrangements for covering out of hour courts have been reviewed and revised
- Development of a service domestic abuse policy and guidance

Priority: The Management Board and operational staff are working together with clear collective responsibility for improving outcomes for young people

- Key management board member visits to area teams

2.3 Thematic Inspections

The WMYJS Management Board considered the findings of the thematic inspection report “The Work of Youth Offending Teams to Protect the Public” and approved an action plan addressing the main recommendations.

2.4 Pilot Joint Inspection

WMYJS was subject to an unpublished pilot joint inspection in late March/early April 2018. The Inspectorate found:

“There are many strengths of the youth justice practice in West Mercia. Staff carry out assessments of children and young people and implement and review court orders well. Their planning is not as strong, although managers have taken recent action to improve the planning skills of their workforce. Staff have a strong focus on the safety and well-being of young people and place a high priority on continuity of the relationship between professional practitioner and the child or young person. That relationship is the basis for achieving positive change for children and young people who have offended. Work to protect victims and apply restorative justice principles is less well developed.....

There is a well-supported management board; however, there were areas where the board could have done more to drive the service. They had not developed an effective response to the relatively high number of first-time entrants, and information-sharing between the Youth Offending Team and children’s services was short of current best practice. Additionally, West Mercia does not have a clearly stated vision for its service.”

Overall the service was judged to be requiring improvement, however across the 12 main standards; there was one inadequate, four that required improvement and seven good. The seven good ratings were for quality of practice standards in assessment, implementation and delivery of interventions and for joint working on out of court disposals. The inspectorate made five main recommendations:

1. Develop a clear vision for the service, outlining its underpinning values.
2. Reconfigure its decision-making process on out of court disposals to make sure that children and young people are considered for the full range of disposals available.
3. Identify ways that information-sharing between YOT practitioners and local authority children’s services departments can be improved through the use of technology underpinned by an effective information-sharing agreement.

4. Develop the intervention planning skills of the workforce to make sure the plans drawn up between children and young people and their supervisors to implement court orders are comprehensive and based on the assessment.
5. Make sure that practitioners understand child and adolescent mental services thresholds and are able to help those children and young people who do not meet the criteria for mental health services

The findings of the inspection have informed the planning process and priorities for 2018/19 and there is an inspection improvement plan in place. The actions from the inspection improvement plan are included in the delivery plan in section 3.4.

2.5 Views of Young People

Previous plans have included information taken from the annual HMI Probation survey of young people on court orders held by West Mercia Youth Justice Service. The last survey was conducted in the last quarter of 2016/17 and was reported on in the Youth Justice Plan 2017/18. The service has commissioned ViewPoint, an internet based service user feedback tool, in order to collect service user feedback for the future. The service has been working with ViewPoint in the latter part of 2017/18 to develop the specific questionnaires, and implementation will be in 2018/19.

Young people, however, complete a self-assessment as part of the YJS assessment, review and closure process. From an analysis of self assessments completed in 2017 young people identified the following areas that YJS helped most with in relation to stopping offending:

- Understanding the risks of offending and the consequences for themselves and others
- Managing anger and controlling temper
- Finding an appropriate job/ETE placement
- Managing problems and problem solving
- Reducing drug use
- Addressing mental health issues and reducing stress

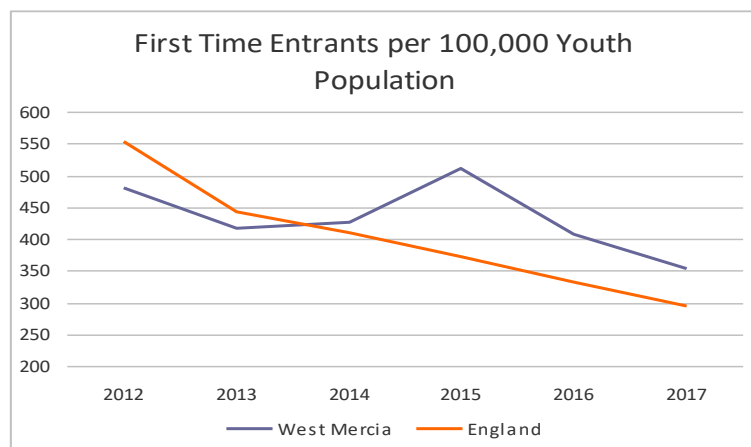
In relation to what the young person liked about the YJS a number identified the importance of the relationship with their worker who had been a significant source of support.

2.6 Performance

Youth Justice Partnerships are subject to three national outcome indicators;

- First Time Entrants (FTE) to the Youth Justice System
- Use of Custody
- Re-Offending

(i) First Time Entrants to the Youth Justice System (FTE)



The first time entrant measure is expressed as the number of first time entrants per 100,000 of 10 to 17 year old population. First time entrants are those young people receiving a first formal youth justice sanction (Youth Caution, Youth Conditional Caution or Conviction). A lower figure denotes good performance.

The rate of FTEs across West Mercia for 2017 was 354, which is an improvement on the performance for the previous year when the FTE rate was 408. The rate in West Mercia is higher than the national rate of 295.

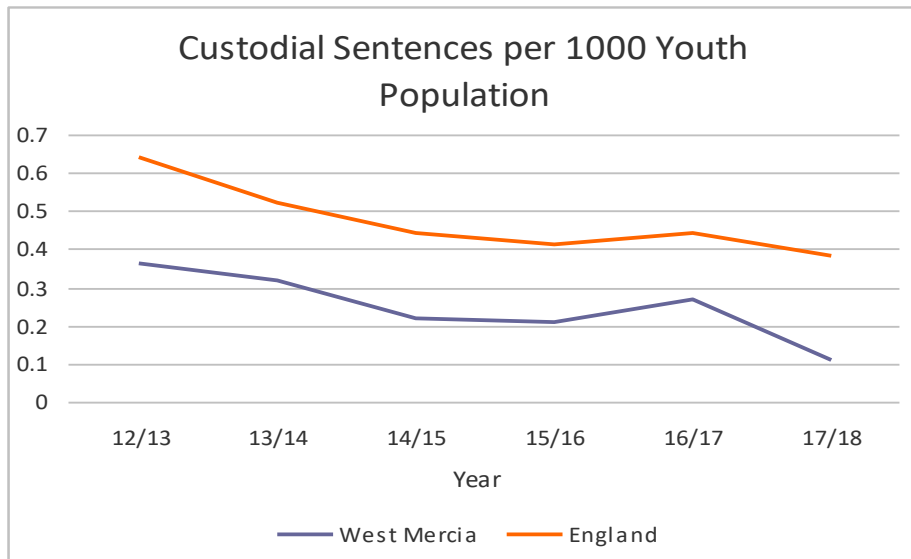
The percentage reduction in the rate of FTEs in West Mercia over the period 2012 to 2017 has been 26%.

Within West Mercia there are differing FTE rates between the four Local Authority areas, with the highest being 447 and the lowest 308. WMYJS was subject to a pilot joint inspection at the end of 17/18, and the inspection team judged that the higher than might be expected rate of first time entrants in West Mercia is in large part due to the out of court decision joint decision making processes within West Mercia. Although the process meets statutory requirements, there is a cohort of young people currently receiving cautions, who could be appropriately diverted from the formal justice system through the use of an informal response to their behaviour, such as a community resolution.

Informal disposals, used at the right stage in the system, are an effective and efficient method of dealing with the onset of criminal behaviour. In 2016 there were 723 community resolutions associated with 657 young people. Typically a young person will only receive a single community resolution but, as the figures highlight, a small number of young people will be subject to two or more resolutions. All young people subject to Community Resolutions in 2016 were followed up to ascertain the proportion who re-offended within a year of the outcome.

It was found that only 15.7% of young people subject to a Community Resolution committed a further offence in the 12 month follow up period. This is a lower rate of re-offending than that found for first time entrants and also typically found for young people subject to youth cautions. There was, for example, a re-offending rate of 29% for youth cautions (n=610) included in the 2014/15 cohort.

(ii) Use of Custody

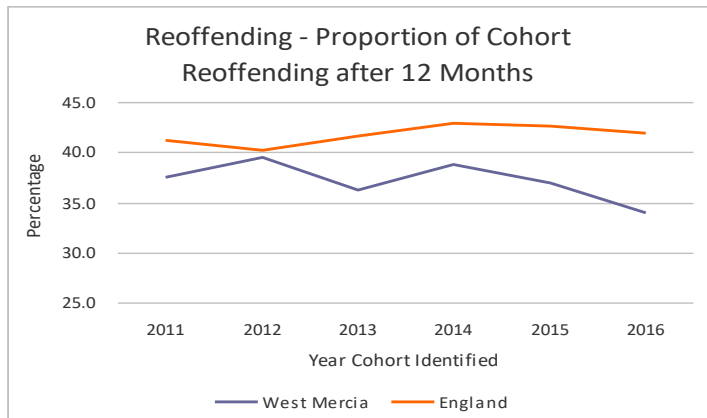
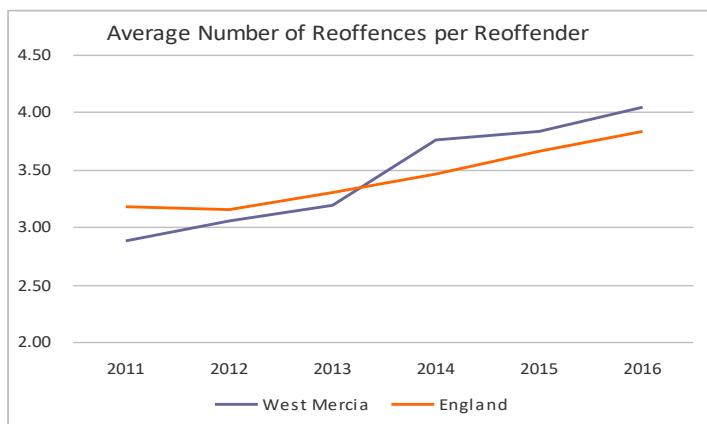


The use of custody measure is expressed as the number of custodial sentences per 1,000 of the 10 to 17 year old population. West Mercia has, historically, had a low rate of custodial sentences. A lower figure denotes good performance.

For 2017/18 the use of custody rate for West Mercia was 0.11 against the rate for England of 0.38, West Mercia performance is, therefore, significantly better than the national performance. The West Mercia rate for 2017/18 has improved from 2016/17 when it was 0.27.

Over the six year period to 2012/13 to 2017/18 the rate has reduced from 0.26 to 0.11, a reduction of 58% which is better than the reduction nationally which was 41% over the same period. The actual decrease in the number of sentences between these two periods is from 41 in 12/13 to 12 in 17/18.

(iii) Re-Offending



There are two re-offending measures, both measuring re-offending in the same cohort of offenders over a 12 month period following the youth justice sanction that placed the young person in the cohort. The first, the frequency measure, is the average number of re-offences per re-offender in the cohort. The second measure, the binary measure, is the percentage of the offenders in the cohort re-offending. The most recent data for the re-offending measure is for the year July 2015 to June 2016. This is the year where the cohort is identified, they are then followed for re-offending for a 12 month period, hence to June 2017.

For the year July 15 to June 16 the frequency measure performance for West Mercia was 4.04, compared to national performance 3.83. The binary measure performance for the same period for West Mercia was 33.9% compared with national performance of 41.9%.

A comparison over a five year period shows that this measure is volatile varying year on year in a range between 34% and 39%. The national rate also shows a year on year variation within the range of 40% and 43%.

The cohort size is falling, from 1750 young people in the year ending June 2011 cohort compared to 930 young people in the year ending June 2016. The number of re-offences has also decreased over the same period from 1886 to 1273 a decrease of 33%.

In 2017/18 and continuing into 18/19 the service is participating in research to identify the prevalence of adverse childhood experiences (ACEs) in young people in the youth justice system. There is a growing evidence base suggesting that young people who have experienced ACEs need to have those issues addressed before any work to prevent re-offending is likely to be effective. The research outcomes will be used to inform changes in practice in the future.

3. YOUTH JUSTICE PLAN 2018/19 SERVICE PRIORITIES AND RISKS TO FUTURE DELIVERY AGAINST THE NATIONAL OUTCOME MEASURES – 2018/20

3.1 Priorities for 2018/19 to 2019/20

Two joint Management Board and Leadership Team workshops have been held to identify the service priorities for 2018 to 2020. The priorities have been informed by the annual service performance assessment, a review of the youth justice plan for 2017/18 and the findings and recommendations of the pilot inspection of the service. There is a delivery plan supporting the priorities and addressing the findings of the pilot inspection at section 3.4 of the plan.

Priority 1: Our People

- 1.1 Promote in-service progression and ensure that appraisals are used effectively
- 1.2 Strengthen staff development programmes
- 1.3 Improve staff morale, motivation and encourage engagement

Priority 2: Our Partnerships

- 2.1 Improve multi-agency engagement at high risk and decision making meetings
- 2.2 Ensuring young people's mental health needs are met
- 2.3 Review and improve policy and practice in relation to out of court disposal decision making thereby contributing to a reduction in the number of first time entrants

Priority 3: Our Performance, Quality and Practice

- 3.1 Develop our quality assurance and performance framework in collaboration with our partners
- 3.2 Ensure adequate interface with Children Services information systems
- 3.3 Develop our practice and encourage innovation

Priority 4: Our Governance

- 4.1 Communicate our vision and priorities to our staff, partners and stakeholders
- 4.2 Develop Board Member links to WMYJS to support service development and improve engagement with staff and service users
- 4.3 Anticipate and mitigate future risks to the long term delivery of our vision

3.2 Safeguarding

Safeguarding remains a key area of focus for the service. WMYJS has a key role in safeguarding young people, in terms of assessing and reducing the risk of harm to young people either from their own behaviour or the actions of others and reducing the risk of harm they may pose to others.

During 2017/18 the service undertook critical learning reviews (CLRs) as part of the YJB safeguarding and public protection reviewing process (CSPPI). Learning from these reviews has informed service planning. WMYJS will continue to undertake CLRs, even though the CSPPI process was ended by the YJB in the latter part of 17/18. During 2017/18 the service revised its management of risk policy and procedures, however the pilot inspection identified that the involvement of other agencies in the process could be improved and work will be undertaken in 2018/19 to better secure the engagement of other agencies in high risk panel meetings. The service is taking part in research to identify the prevalence of adverse childhood experiences (ACEs) in young people who are in the justice system, the work will inform the implementation of trauma informed practice within the service. The service has completed S11 compliance audits for each of the LSCBs and there are S11 action plans in place.

3.3 Risks to the Future Delivery against the National Outcome Measures

The current performance against the national outcome measures are contained in section 2.6 of this plan. As the section notes although the FTE rate is higher than the national rate, the most recent performance is an improvement on the previous year. The rate of custodial sentences remains very low, at 0.11 per 1,000 population. Re-offending performance is volatile and rises and falls within a range of 34% to 39%. It is intended to implement trauma informed interventions to assist in reducing re-offending of young people who have experienced adverse childhood experiences.

Outcome Measure	Performance Indicator	Risk	Key Mitigating Actions	Other Relevant Delivery Plan Actions
First Time Entrants	The number of first time entrants to the youth justice system per 100,000 youth population	The current out of court disposal joint decision making process is the cause for the higher than might be expected rate of FTEs in West Mercia	Develop and implement a new system of joint decision making	2.3.2 2.3.3 2.3.4
Custody	The number of custodial sentences per 1,000 youth population	Absence of a remand management strategy may lead to an increase in young people being remanded	Development of a remand management strategy	3.3.4
Re-Offending	(i) The average number of re-offences per re-offender (ii) The proportion of offenders (%) re-offending within 12 months	Inconsistent and poor quality planning leading to factors for desistance not be adequately addressed	Commissioning staff training in planning	2.1.1 2.1.2 3.1.2
		Poor quality assessments, plans and delivery against local/national standards	Continued work on embedding AssetPlus.	3.1.2
		Interventions are not focussed on the most significant factors or are not delivered with integrity	Implementation of trauma informed interventions Review Aim2 programme work	3.3.4 3.3.6

3.4 Delivery Plan for 2018 to 2020

Ref	Action	Owner	Timescale
1.0 Our People			
1.1 Promote in-service progression and ensure that appraisals are used effectively			
1.1.1	Appraisals to be completed in Q2 18/19 and then annually	Supervisors	Q2 18/19
1.1.2	Annual report on outcome of appraisals	HoS	Q4 19/20
1.1.3	Investigate use of apprenticeship levy to support in house progression	DCSs	Q3 18/19
1.2 Strengthen staff development programmes			
1.2.1	Development of a revised Learning and Development Framework	Train'g Lead	Q4 18/19
1.2.2	Training plan to address training needs identified in the inspection (including intervention planning and A+ refresher)	Train'g Lead/ A+ Lead	Q2 18/19
1.2.3	Access to LA training: LA training link for WMYJS to be identified in each LA	DCSs	Q2 18/19
1.2.4	Access to LA training: LA link and WMYJS Team Manager to agree training plan (LA training that includes YJS staff)	TM/LA Link	Q3 18/19
1.2.5	Annual reporting on access to training for each LA area	TM/LA Link	Q2 19/20
1.3 Improve staff morale, motivation and encourage engagement			
1.3.1	Conduct staff survey	HoS	Q3 18/19
1.3.2	Use survey responses to develop action plan	HoS	Q4 18/19
1.3.3	Develop staff recognition scheme	HoS	Q3/4 18/19
2.0 Our Partnerships			
2.1 Improve multi-agency engagement at high risk and decision making meetings			
2.1.1	Secure the attendance of key agencies at high risk panels through: DCSs ensuring there is a named officer responsible in within ChSC	DCSs	Q2 18/19
2.1.2	Secure the attendance of key agencies at high risk panels through: Regular reporting of agency attendance/non attendance to management board	DCS/HoS	Q4 18/19
2.2 Ensuring young people's mental health needs are met			
2.2.1	Arrange events in each area to raise awareness of E&MH services available, referral criteria and processes	Train'g Lead	Q3 18/19
2.2.2	Agree a minimum common core role for mental health workers within WMYJS	Health Lead	Q3 18/19
2.2.3	Refresh or replace WMYJS/CAMHS protocols in each area	Health Lead	Q4 18/19
2.2.4	Commission training for practitioners on supporting young people with emotional and mental health issues	Train'g Lead	Q3 18/19

Ref	Action	Owner	Timescale
2.3 Review and improve policy and practice in relation to out of court disposal decision making thereby contributing to a reduction in the number of first time entrants			
2.3.1	Business case to be prepared for new out of court decision making system which brings more decisions into the scope of the process	HoS	Q2 18/19
2.3.2	Agree new OoCD process jointly with West Mercia Police	Head of CJ	Q3 18/19
2.3.3	Develop and agree a new screening tool/assessment for decision making panel process	HoS	Q2 18/19
2.3.4	Review the recording of Community Resolutions on ChildView	B.S. Admin	Q2 18/19
3.0 Our Performance, Quality and Practice			
3.1 Develop our quality assurance and performance framework in collaboration with our partners			
3.1.1	Development of a new performance and quality assurance framework to include: role of SPs in cross service QA and learning reviews, role of management board members in practice oversight and ETE monitoring and reporting.	PQA Lead	Q4 18/19
3.1.2	Review of A+ QA tool to ensure it addresses assessment/planning deficits identified in the pilot inspection	A+ & PQA Leads	Q3 18/19
3.1.3	West Mercia Police to develop a mechanism and a process to ensure WMYJS Police Officers are notified when new information emerges on young people on YJS caseloads	Head of CJ	Q3 18/19
3.1 Ensure adequate interface with Children Services information systems			
3.2.1	LAs to nominate a lead officer	DCSs	Q2 18/19
3.2.2	LAs to explore the solutions to and implement WMYJS practitioners access to the Social Care information systems.	DCSs	Q2/4 18/19
3.2.3	Agreements to be put in place in each area in relation to WMYJS staff accessing children social care systems	DCSs	Q4 18/19
3.2 Develop our practice and encourage innovation			
3.3.1	Implementation of trauma informed interventions	Prog Lead	Q4 18/19
3.3.2	Review remand management strategy	Court Lead	Q1 19/20
3.3.3	Develop a resettlement framework	Court Lead	Q1 19/20
3.3.4	Further develop the work of the attendance centres	TM – S Wide	Q4 18/19
3.3.5	Review AIM2 arrangements		Q3 18/19
3.3.6	Commission VSS RJ Co-ordinator to assist in developing the service strategy for victim work and RJ	RJ Lead	Q1 18/19
4.0 Our Governance			
4.1 Communicate our vision and priorities to our staff, partners and stakeholders			
4.1.1	Alternative draft vision statements and underpinning values to be developed	MB Chair	Q1 18/19
4.1.2	Staff consultation on draft vision statements	HoS	Q2 18/19
4.1.3	Management Board agreement of vision and underpinning values for 2018/20	MB Chair	Q2 18/19
4.1.4	Development of a service communication plan	HoS	Q4 18/19
4.1.5	Develop a WMYJS website	HoS	Q2 19/20

Ref	Action	Owner	Timescale
4.2 Develop Board Member links to WMYJS to support service development and improve engagement with staff and service users			
4.2.1	Agree role of management board members as leads for priorities or key areas of work	Chair MB	Q3 18/19
4.2.2	Agree role of management board members in oversight of practice within QA framework	PQA Lead	Q4 18/19
4.3 Anticipate and mitigate future risks to the long term delivery of our vision			
4.3.1	Risks to be a standing MB agenda item	Chair MB	Q1 onwards
4.3.2	Management Board to maintain risk register	Chair MB	Q1 onwards

Appendix 1

West Mercia Youth Justice Service Resources 2018/19

Income

The Youth Offending Service has a complex budget structure comprising of partner agency cash, seconded staff and in kind contributions and the Youth Justice (YOT) Grant from the Youth Justice Board for England and Wales. The table below outlines the agreed contributions for 2017/18.

Agency	Staffing costs Secondees (£)	Payments in kind – revenue (£)	Other delegated funds (£)	Total (£)
Local Authorities ¹			1,228,499	1,228,499
Police Service	237,892		63,000	300,892
National Probation Service	63,033		15,000	78,033
Health Service	129,860		36,894	166,754
Police and Crime Commissioner			180,293	180,293
YJB Youth Justice (YOT) Grant			1,195,802	1,195,802
Total	430,785		2,719,488	3,150,273

The grant to run the Attendance Centres, £50,519, is included in the total for the YJB Youth Justice Grant in the table above

¹ Where YOTs cover more than one local authority area YJB Youth Justice Plan guidance requires the totality of local authority contributions to be described as a single figure.

The YJB Youth Justice (YOT) Grant

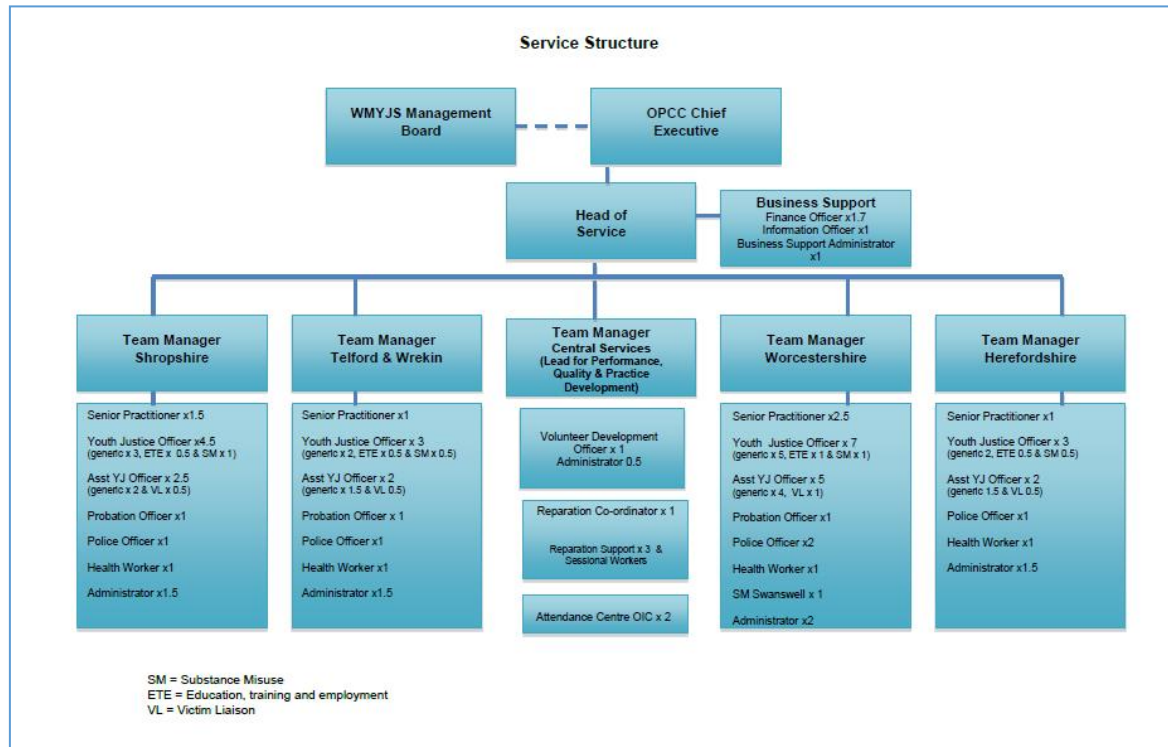
The YJB Youth Justice (YOT) Grant is provided for the provision of youth justice services with an aim of achieving the following outcomes; reducing re-offending, reducing first time entrants, reducing the use of custody, effective public protection and effective safeguarding. The grant will form part of the overall pooled partnership budget for WMYJS, which is used to deliver and support youth justice services across West Mercia. The outline draft budget for 2018/19 is provided below; the expenditure against the Youth Justice Grant is included in this budget.

Category	Budget (£)
Employee Costs	2,012,840
Other Employee Costs	30,000
Premises	175,299
Supplies and Services	67,279
ICT	106,974
Third Party Payments	220,109
Transport	106,987
TOTAL	2,719,488

Appendix 2

West Mercia Youth Justice Service Structure and Staffing Information

The West Mercia Youth Justice Service comprises four multi-agency service delivery teams, aligned to the Local Authority areas to deliver the majority of services. The reparation service and volunteer services are co-ordinated centrally across the whole service, as are the finance and data and information functions.



WMYJS is compliant with the minimum staffing requirements outlined in the Crime and Disorder Act 1998, as can be seen from the structural diagram above. There are four HCPC registered Social Workers within the staffing group.

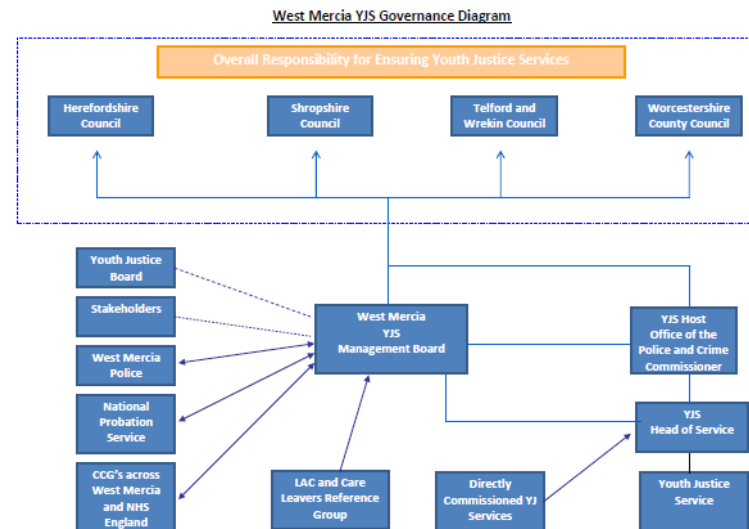
Appendix 3

West Mercia Youth Justice Service Governance and Partnership Information

Governance

WMYJS is managed on behalf of the Local Authorities and the WMYJS partnership by the Office of the West Mercia Police and Crime Commissioner (OPCC). Day to day management of the Head of Service is provided by jointly the Chief Executive of the OPCC and the Chair of the Management Board (DCS Shropshire). The Youth Justice Service is accountable to the WMYJS Management Board and the Management Board is accountable to each of the Local Authorities for the commissioning and delivery of youth justice services.

The partnership Youth Justice Plan is approved by the Management Board and by each of the four top tier Councils. The diagram below outlines the governance arrangements of West Mercia Youth Justice Service.



The Youth Justice Service Management Board is currently chaired by the Director of Children Services for Shropshire Council. The Membership of the Board at 1st April 2018 is outlined in the table below:

Agency	Representative	Role
Worcestershire County Council	Catherine Driscoll	Director of Children, Families and Communities
Shropshire Council	Karen Bradshaw	Director of Children Services
Telford and Wrekin Council	Clive Jones	Director of Children, Family and Adult Services
Herefordshire Council	Chris Baird	Director of Children's Wellbeing
National Probation Service	Jackie Stevenson	Head of West Mercia
West Mercia Police	Dawn Hartland	Head of Criminal Justice
West Mercia Clinical Commissioning Groups	Dawn Clarke	Director of Nursing, Quality and Patient Experience, Shropshire CCG
Office for the West Mercia Police and Crime Commissioner	Andy Champness	Chief Executive

The Management Board meets every two months and monitors the performance and quality of the service through regular reporting. Where necessary the Management Board will monitor compliance with the YJB Grant conditions through exception reports. There is an agreed process of reporting community safeguarding and public protection incident reviews into the Management Board and the Board monitors the progress of critical learning review action plans as a standard agenda item. The Management Board is supporting a process of continuing to commissioning learning reviews for incidents which previously qualified for CSPPI notification now that notifications to the YJB have been ended.

The Management Board has a schedule of thematic deep dives and practice presentations, the purpose of which is to identify any issues, in particular with regards to provision of services and multi-agency working, and agree actions for the Management Board or individual board members in order to improve services for young people in the youth justice system.

Management Board members ensure that, where relevant, commissioning across partner agencies takes account of the needs of young people in or at risk of entering the youth justice system, and where appropriate explore joint commissioning arrangements.

Partnerships

The Youth Justice Service only has one outsourced service, the provision of Appropriate Adults for young people in Police custody. The service is provided by a local voluntary sector organisation YSS.

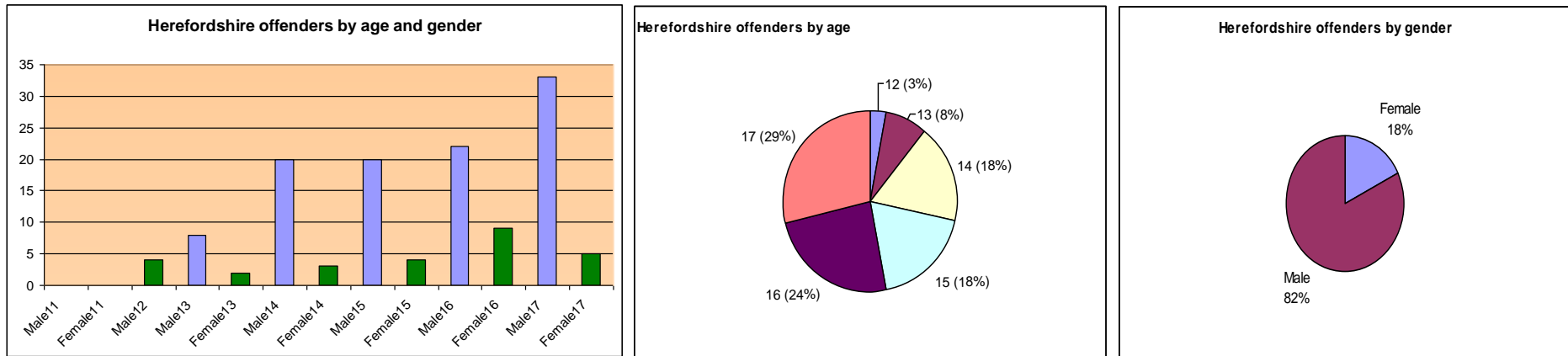
WMYJS is a member of the four Safeguarding Children Boards and several of the board's sub groups and the Children's Trusts or equivalent partnerships. WMYJS is represented on the Crime and Disorder reduction partnerships at the unitary or top tier authority level. WMYJS is an active member of the West Mercia Criminal Justice Board, the West Mercia Crime Reduction Board, the West Mercia Victim and Witness Board and the MAPPA Strategic Management Board.

WMYJS is represented on the Channel Panels across West Mercia established as part of the Prevent strategy. WMYJS staff have undertaken WRAP training in most areas. The service are participant members of the area reducing re-offending groups and the Serious and Organised Crime Joint Agency Groups.

APPENDIX 4 - AREA PROFILE – HEREFORDSHIRE

Youth Offending Population – all Young People

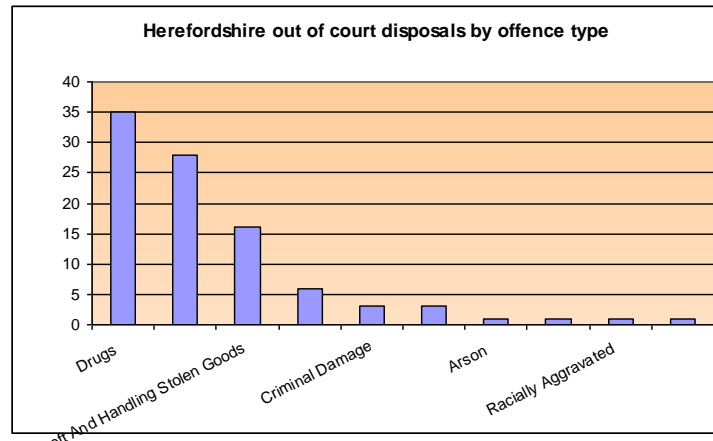
There are 16,101 young people aged 10 to 17 in Herefordshire. In 2017/18, according to the Youth Justice Service records, there were 156 youth justice sanctions (youth cautions, youth conditional cautions or convictions) made on Herefordshire young people. A total of 130 individual young people accounted for these 156 outcomes, 0.81% of the youth population.



Of the 130 young people entering or in the youth justice system in 2017/18, 82% were male. The majority, 72%, were aged 15 to 17 years. The peak age of offending for young males was 17 years and young females 16 years.

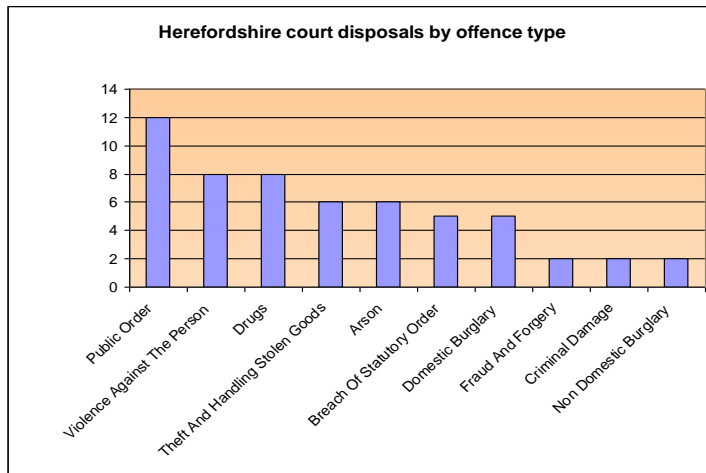
Youth Offending Population – Young People Subject to Out of Court Disposals

During 2017/18 there were a total of 95 pre-court disposals made on 40 Herefordshire young people, 88 of these were Youth Cautions and 7 Youth Conditional Cautions. WMYJS is required to assess all young people made subject to second or subsequent Youth Cautions and all Youth Conditional Cautions and if assessed appropriate provide a programme of intervention, in 2017/18 intervention programmes were provided for 15 pre-court disposals.



The most frequently occurring primary offences for out of court disposals were drug offences, 37%, violence against person, 29%, and theft and handling, 17%. In the previous year the most frequently occurring offence was violence against the person accounting for 28% of primary offences, followed by drug offences 24%.

Youth Offending Population – Young People Subject to Court Outcomes



In 2017/18 a total of 90 Herefordshire young people accounted for 61 court outcomes. Orders requiring WMYJS interventions (Referral Orders, YROs and Custodial sentences) accounted for 40 of the 61 court outcomes.

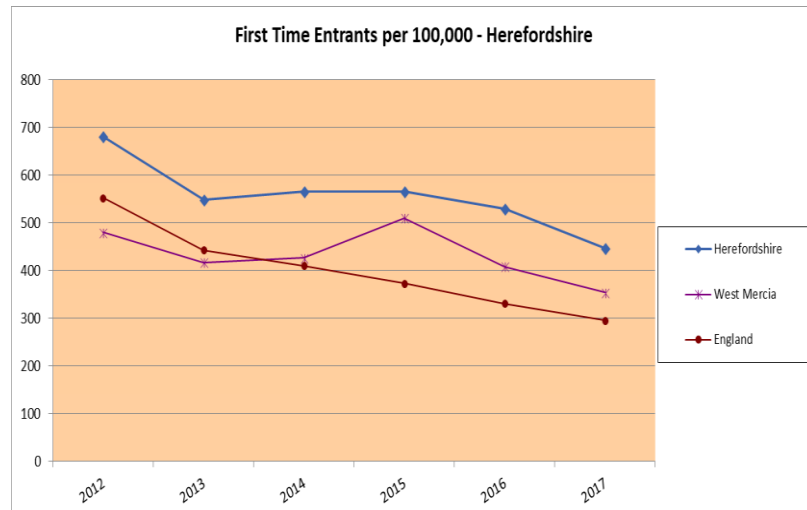
The majority, 84% of young people receiving court sentences were aged 15 to 17, with 16 year olds accounting for 46% of young people receiving a court sentence.

The most frequently occurring primary offences for court sentences were public order offences, accounting for 20% of all offences. Violence against the person and drug offences were the next frequently occurring offence type at 13% for each, followed by theft and handling and arson at 11%.

Performance against the National Indicators

(i) First Time Entrants

The first time entrant measure is expressed as the number of first time entrants per 100,000 of 10 to 17 year old population. First time entrants are those young people receiving a first formal youth justice sanction (Youth Caution, Conditional Caution or Conviction). Good performance is indicated by a lower rate.



In 2017 there were 447 first time entrants per 100,000 youth population in Herefordshire, representing a reduction of 34% since 2012. This compares with a reduction for England of 46% and for West Mercia of 26% over the same period. The actual number of first time entrants in 2017 was 72, compared to 86 in 2016. The rate of 447 is an improvement in performance on the previous year when the rate was 529.

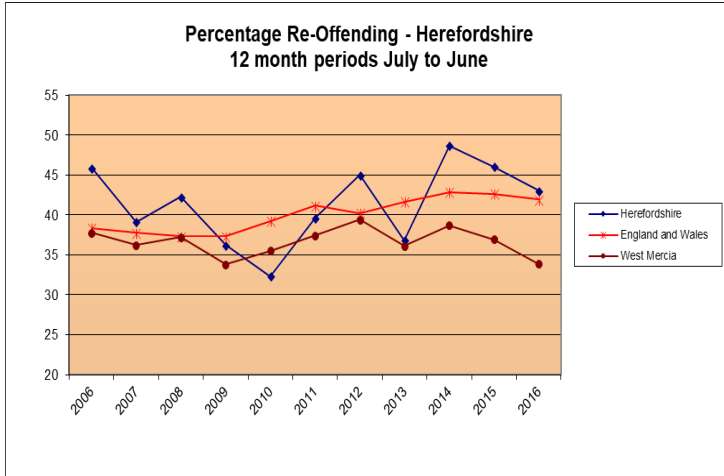
At 447 Herefordshire has the highest rate of FTEs across West Mercia, the range in rates across the West Mercia authorities is 304 to 447. The reduction of youth offending has been adopted as a priority by Herefordshire Community Safety Partnership, and some analysis of the FTE cohort is planned. During the recent pilot inspection of the youth justice service the inspection team formed the opinion that one reason

for the higher than might be expected rate of FTE in West Mercia is the out of court decision making process. A business case is being developed to adapt the process to bring more young people into the scope of joint agency decision making.

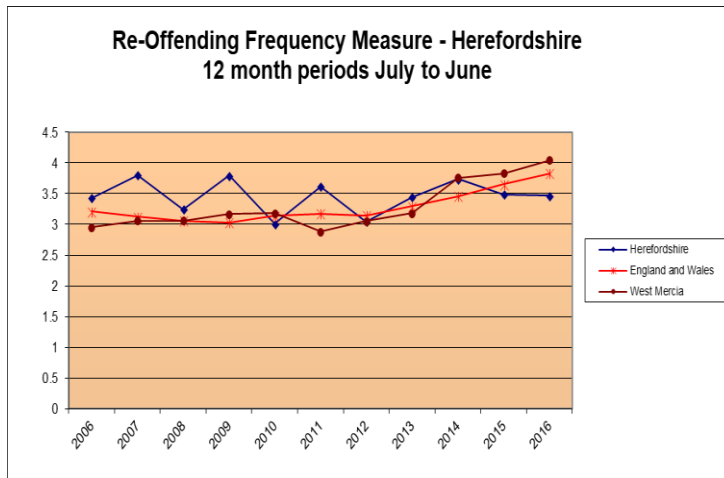
(ii) Use of Custody

The use of custody measure is expressed as the number of custodial sentences per 1,000 of 10 to 17 year population, a lower rate indicates better performance. Herefordshire has, historically, had a low rate of custodial sentences. There was 1 custodial sentence during 2017, equating to a rate of 0.06 custodial sentences per 1000 youth population this represents a reduction in custodial sentences from 2016 where there were 3 custodial sentences equating to a rate of 0.19. The 2017 rate of 0.06% compares to a West Mercia rate of 0.16 and a national rate of 0.39.

(iii) Re-Offending



There are two re-offending measures, both measuring re-offending in the same cohort of offenders over a 12 month period following the youth justice sanction that placed the young person in the cohort. The first, the frequency measure, is the average number of re-offences per re-offender in the cohort. The second measure, the binary measure, is the percentage of the offenders in the cohort re-offending. In both cases a lower rate denotes better performance. The most recent data for the re-offending measure is for the year July 2015 to June 2016. This is the year where the cohort is identified, they are then followed for re-offending for a 12 month period, hence to June 2017.



The frequency measure performance for Herefordshire for the period is 3.47, compared to the West Mercia performance of 4.04 and national performance of 3.83. Herefordshire is, therefore, performing better than England and West Mercia as a whole. The performance has slightly improved from the previous year when it was 3.49.

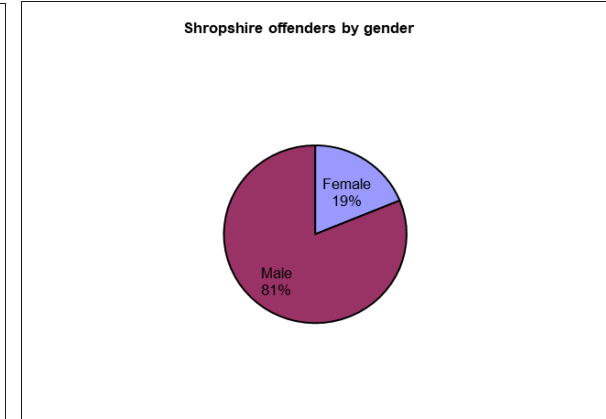
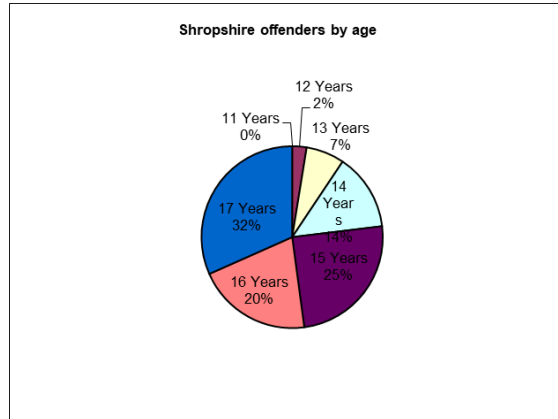
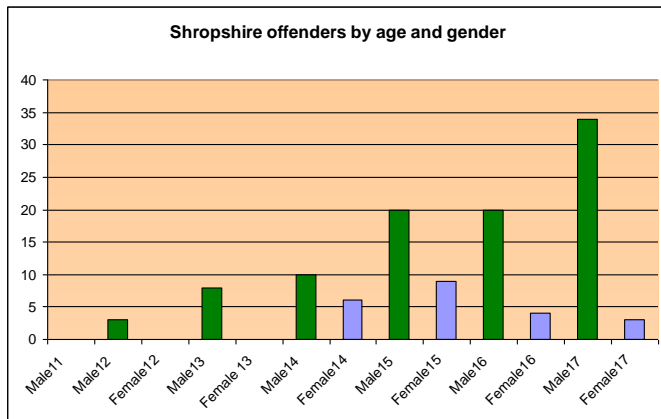
For the year July 2015 to June 2016 the binary measure for Herefordshire is 43.0% compared with a West Mercia performance of 33.9% and a national performance of 41.9%. For the period, therefore, there were a greater proportion of the cohort re-offending than for West Mercia, but they were, on average, re-offending with less frequency. The performance of 43.0% represents an improvement on the performance for the previous period when it was 46.1%. It should also be noted, that the overall cohort sizes are decreasing year on year. In 2011/12 there were 255 offenders in the cohort and 344 re-offences and compared to a cohort size of 179 and 267 re-offences in the 12 month period ending June 2016.

Reducing youth offending has been adopted a priority for the Herefordshire Community Safety Partnership and a delivery plan is currently being developed.

APPENDIX 5 - AREA PROFILE – SHROPSHIRE

Youth Offending Population – all Young People

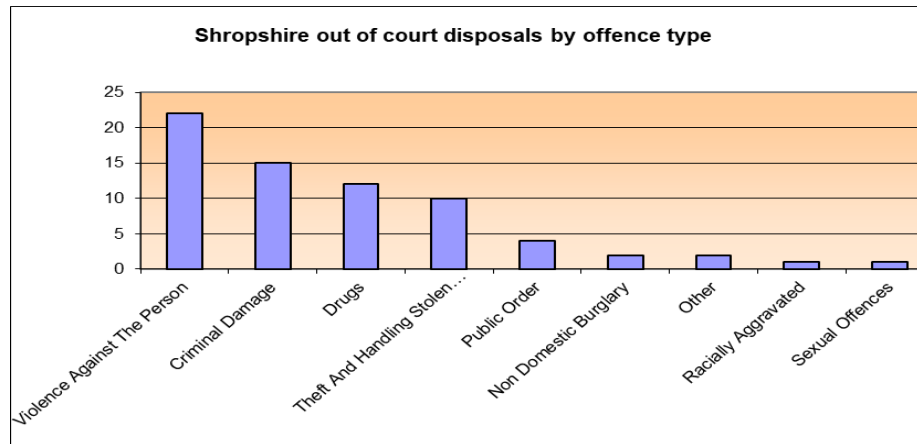
There are 27,663 young people aged 10 to 17 in Shropshire. In 2017/18, according to WMYJS records, there were 123 youth justice sanctions (youth cautions, youth conditional cautions or convictions) made on Shropshire young people. A total of 117 individual young people accounted for these 123 outcomes, 0.42% of the youth population.



Of the 117 young people entering or in the youth justice system in 2017/18, 81% were male. The majority, 77%, were aged 15 to 17 years. The peak age of offending for young males was 17 years and young females 15 years.

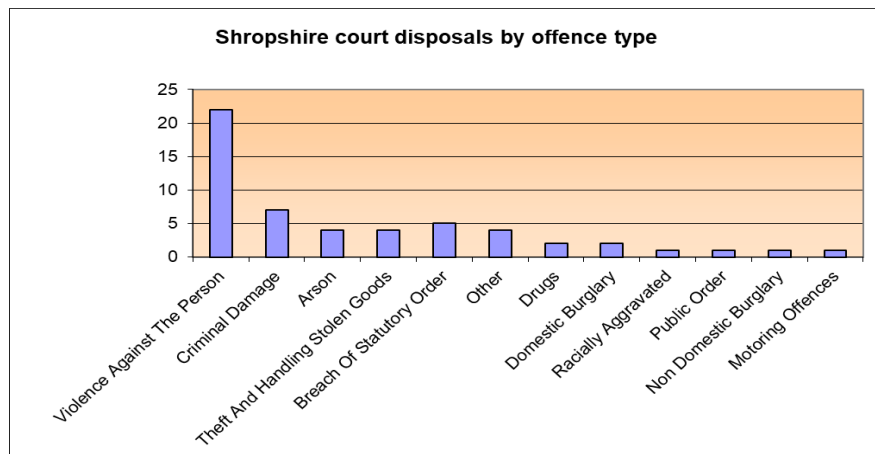
Youth Offending Population – Young People Subject to Out of Court Disposals

During 2017/18 there were a total of 69 pre-court disposals made on Shropshire young people, 58 Youth Cautions and 11 Youth Conditional Cautions. The youth justice service is required to assess all young people made subject to second or subsequent Youth Caution and all Youth Conditional Cautions and if assessed appropriate provide a programme of intervention, in 2017/18 intervention programmes were provided for 30 pre-court disposals.



The most frequently occurring primary offences for out of court disposals were violence against the person, 32%, followed by criminal damage, 22%, drug offences, 17%, and theft and handling 14%.

Youth Offending Population – Young People Subject to Court Outcomes



In 2017/18 a total of 45 Shropshire young people accounted for 69 court outcomes. Orders requiring WMYJS interventions (Referral Orders, YROs and Custodial sentences) accounted for 51 of the 69 court outcomes.

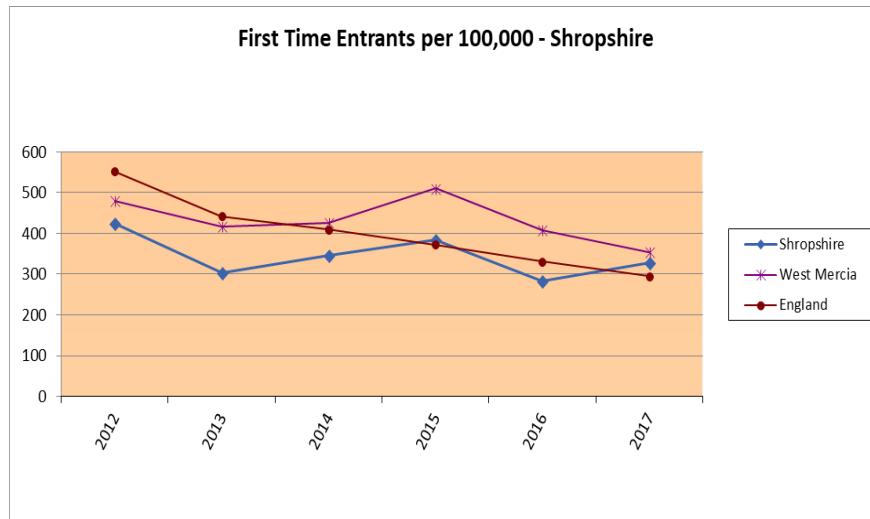
The majority, 85% of young people receiving court sentences were aged 15 to 17, with 17 year olds accounting for 43% of young people receiving a court sentence.

The most frequently occurring offence for court sentences was violence against the person, accounting for 41% of all outcomes. Criminal damage was the next frequently occurring offence, 13%, followed by breach of a statutory order 9%.

Performance against National Indicators

(i) First Time Entrants

The first time entrant measure is expressed as the number of first time entrants per 100,000 of 10 to 17 year old population. First time entrants are those young people receiving a first formal youth justice sanction (a Youth Caution, Conditional Caution or Conviction). Good performance is indicated by a lower rate



In 2017 there were 329 first time entrants per 100,000 youth population in Shropshire, representing a reduction of 23% since 2012. This compares with a reduction for England of 46% and for West Mercia of 34% over the same period. It should be noted that the rates in 2012 for England and West Mercia were significantly higher than for Shropshire (552, 680 and 426 respectively). The actual number of first time entrants in 2017 is 91, compared to 128 in 2012.

At 329 Shropshire has the second lowest rate of FTEs across West Mercia, in the range of 304 to 447. The Shropshire rate is higher than the national rate, 295 but lower than the West Mercia rate of 354. The 2017 rate of 329 represents deterioration of performance from the previous year when the rate was at 282.

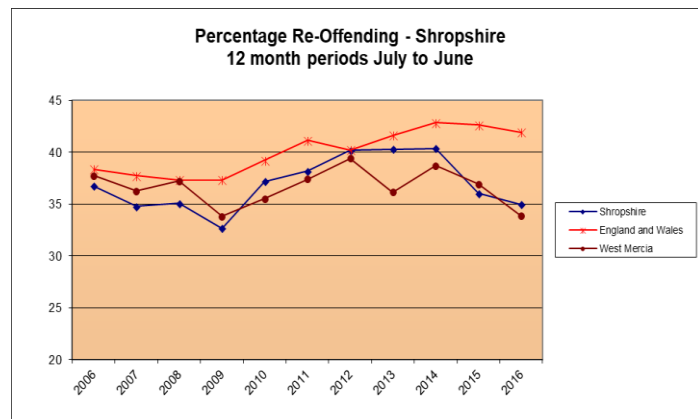
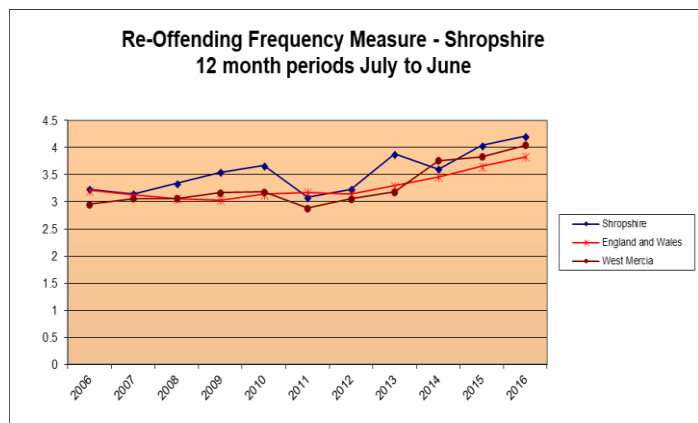
During the recent pilot inspection of the youth justice service the inspection team formed the opinion that one reason for the higher than might be expected rate of FTE in West Mercia is the out of court decision making process. A business case is being developed to adapt the process to bring more young people into the scope of joint agency decision making.

(ii) Use of Custody

The use of custody measure is expressed as the number of custodial sentences per 1,000 of 10 to 17 year population, a lower rate indicates better performance. Shropshire has, historically, had a low rate of custodial sentences.

There were 7 custodial sentences during 2017, equating to a rate of 0.25 custodial sentences per 1000 youth population this represents a decrease in custodial sentences from 2016 where there were 8 custodial sentences. The 2017 rate of 0.25 compares to a West Mercia rate of 0.16 and a national rate of 0.39.

(iii) Re-Offending



There are two re-offending measures, both measuring re-offending in the same cohort of offenders over a 12 month period following the youth justice sanction that placed the young person in the cohort. The first, the frequency measure, is the average number of re-offences per offender who re-offends in the cohort. The second measure, the binary measure, is the percentage of the offenders in the cohort re-offending. In both cases a lower rate denotes better performance. The most recent data for the re-offending measure is for the year July 2015 to June 2016. This is the year where the cohort is identified, they are then followed for re-offending for a 12 month period, hence to June 2017.

The frequency measure performance for Shropshire for July 2015 to June 2016 is 4.21, compared to the West Mercia performance of 4.04 and national performance of 3.82. Shropshire is, therefore, performing slightly worse than for West Mercia and for England and the performance represents a slight but not significant deterioration on the previous year when it was at 4.04. The general pattern of a rise follows both that of the West Mercia and national rates. The rises since 2014 are partly a result in changes in the methodology used by the Ministry of Justice to calculate this measure.

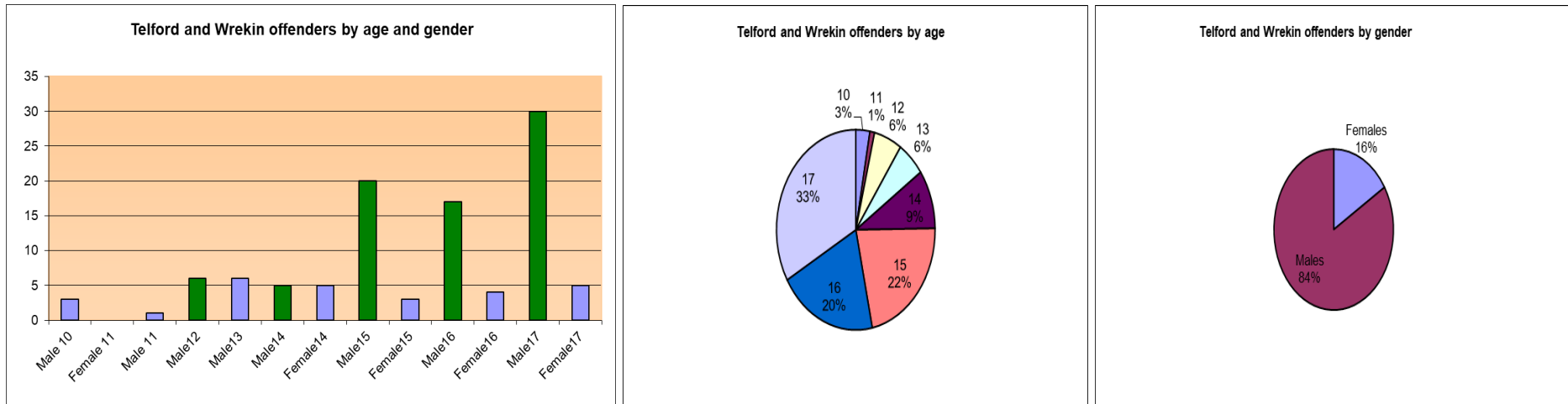
For the period the binary measure for Shropshire is 35.0% which is in line with the West Mercia performance of 33.9% and significantly better than the national performance of 41.9%. It should also be noted that the overall cohort sizes are decreasing year on year, in the current period there were 168 offenders in the

cohort and 240 re-offences compared to a cohort size of 341 with 443 re-offences in period ending June 2012. The number of actual re-offences has therefore decreased by 46% between the two periods.

APPENDIX 6 - AREA PROFILE – TELFORD AND WREKIN

Youth Offending Population – all Young People

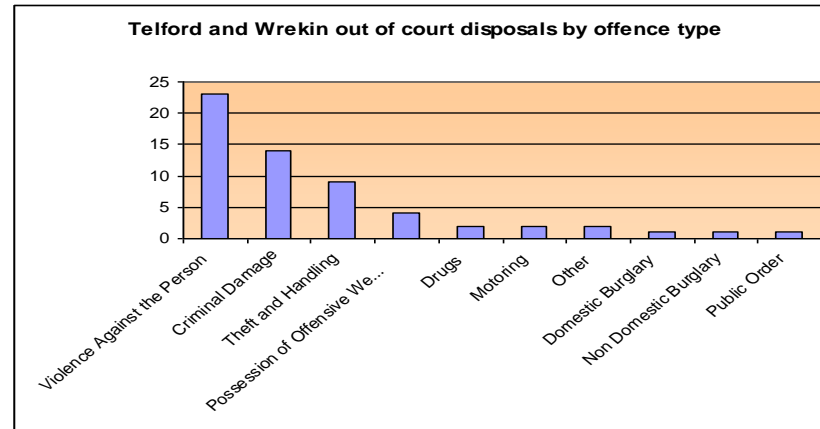
There are 16,444 young people aged 10 to 17 in Telford and Wrekin. In 2017/18, according to WMYJS records, there were 135 youth justice sanctions (youth cautions, youth conditional cautions or convictions) made on Telford and Wrekin young people. A total of 105 individual young people accounted for these 135 outcomes, 0.64% of the youth population.



Of the 105 young people entering or in the youth justice system in 2017/18, 84% were male. The majority, 75%, were aged 15 to 17 years. The peak age of offending for both young males and young females was 17 years.

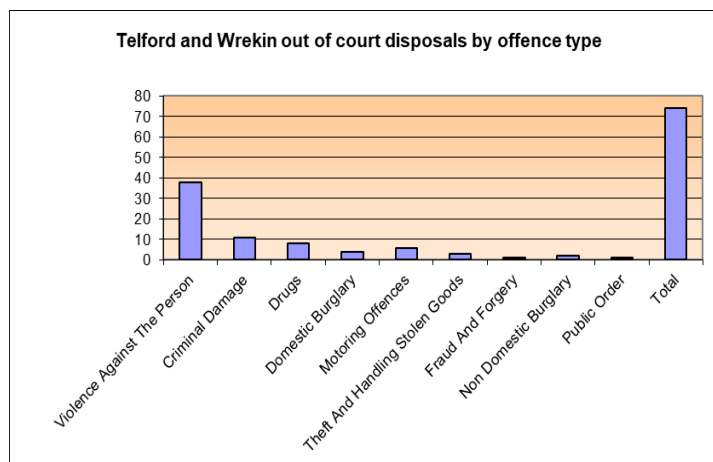
Youth Offending Population – Young People Subject to Out of Court Disposals

During 2017/18 there were a total of 74 pre-court disposals made on 64 Telford and Wrekin young people, all of these were Youth Cautions. WMYJS is required to assess all young people made subject to second or subsequent Youth Cautions and all Youth Conditional Cautions and if assessed appropriate provide a programme of intervention, in 2017/18 intervention programmes were provided for 28 pre-court disposals.



The most frequently occurring primary offence for out of court disposals was violence against the person, 51%, followed by criminal damage, 15% and drug offences, 11%.

Youth Offending Population – Young People Subject to Court Outcomes



In 2017/18 a total of 41 Telford and Wrekin young people accounted for 61 court outcomes. Orders requiring WMYJS interventions (Referral Orders, YROs and Custodial sentences) accounted for 51 of the 61 court outcomes.

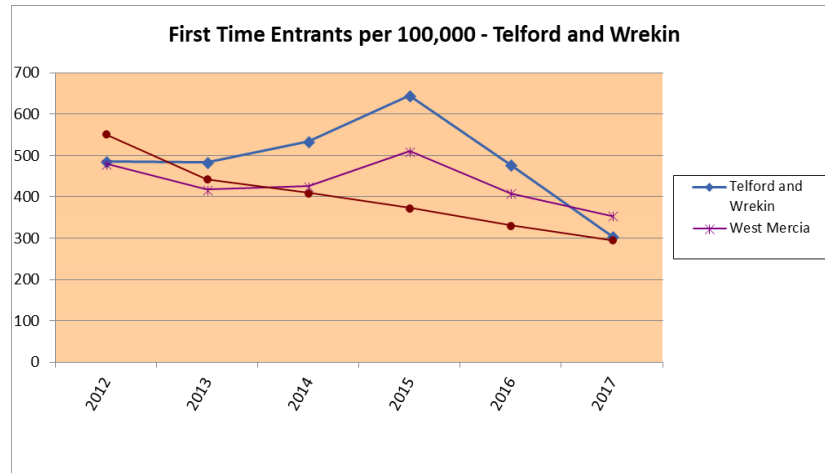
The majority, 82% of young people receiving court sentences were aged 15 to 17, with 17 year olds accounting for 41% of court outcomes.

The most frequently occurring offence for court sentences was violence against the person, accounting for 31% of all outcomes. Arson was the next most frequently occurring offences, 10%, followed by criminal damage, 8% and theft and handling 8%. These four categories of offences accounted for 57% of all sentencing outcomes.

Performance against National Indicators

(i) First Time Entrants

The first time entrant measure is expressed as the number of first time entrants per 100,000 of 10 to 17 year old population. First time entrants are those young people receiving a first formal youth justice sanction (a Youth Caution, Conditional Caution or Conviction). Good performance is indicated by a lower rate.



In 2017 there were 304 first time entrants per 100,000 youth population in Telford and Wrekin representing a reduction of 37% since 2012. This compares with a reduction for England of 46% and for West Mercia of 26% over the same period. The actual number of first time entrants in 2017 was 50, compared to 86 in 2012.

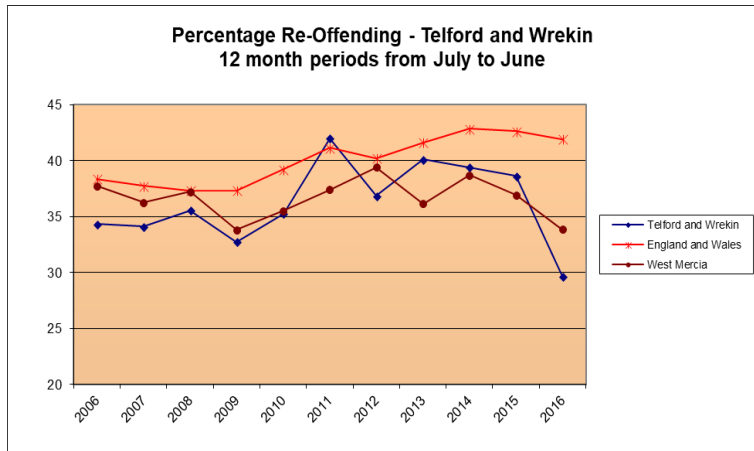
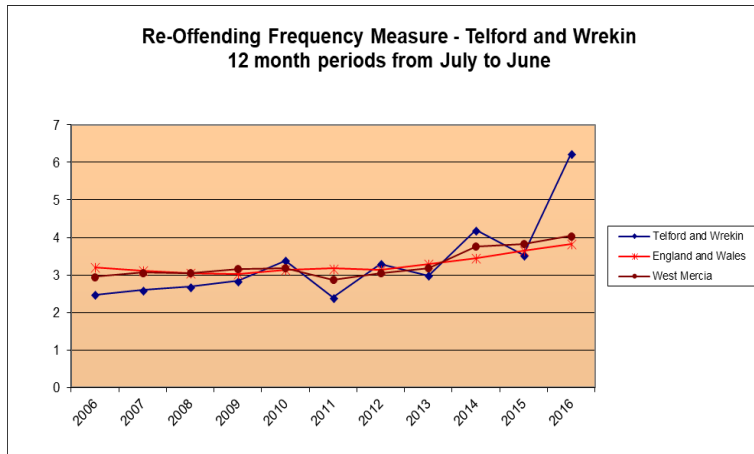
At 304 Telford and Wrekin has the lowest rate of FTEs across West Mercia, the range of rates across West Mercia being 304 to 447, but slightly higher than the rate for England which was 295. The rate in Telford and Wrekin has decreased from the previous year when it was significantly higher at 478. The number of FTEs has reduced from 79 to 50 between the two years, a decrease of 37%.

During the recent pilot inspection of the youth justice service the inspection team formed the opinion that one reason for the higher than might be expected rate of FTE in West Mercia is the out of court decision making process. A business case is being developed to adapt the process to bring more young people into the scope of joint agency decision making.

(ii) Use of Custody

The use of custody measure is expressed as the number of custodial sentences per 1,000 of 10 to 17 year population, a lower rate indicates better performance. Telford and Wrekin has, historically, had a low rate of custodial sentences. There were 5 custodial sentences during 2017, equating to a rate of 0.30 custodial sentences per 1000 youth population this represents an increase in custodial sentences from 2016 where there were 2 custodial sentences equating to a rate of 0.12. The 2017 rate of 0.30 compares to a West Mercia rate of 0.16 and a national rate of 0.39.

(iii) Re-Offending



There are two re-offending measures, both measuring re-offending in the same cohort of offenders over a 12 month period following the youth justice sanction that placed the young person in the cohort. The first, the frequency measure, is the average number of re-offences per offender who re-offends in the cohort. The second measure, the binary measure, is the percentage of the offenders in the cohort re-offending. In both cases a lower rate denotes better performance. The most recent data for the re-offending measure is for cohort identified in the year July 2015 to June 2016. This is the year where the cohort is identified, they are then followed for re-offending for a 12 month period, hence to June 2017.

The frequency measure performance for Telford and Wrekin for period is 6.22, compared to the West Mercia performance of 4.04 and national performance of 3.83. The frequency measure of 6.22 represents a significant rise from the year ending June 2015 when it was 3.53.

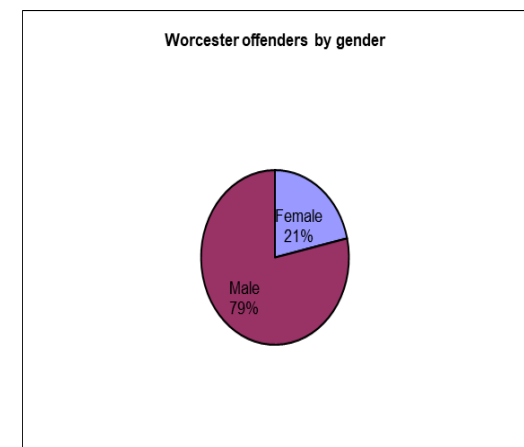
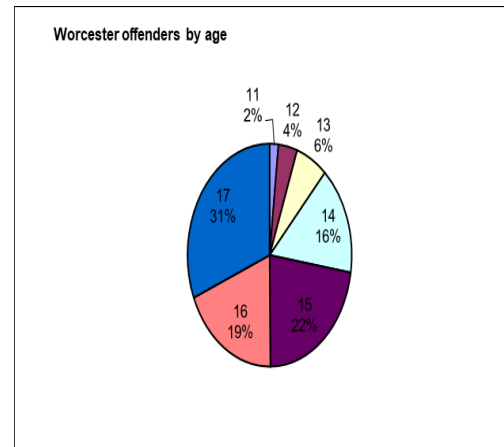
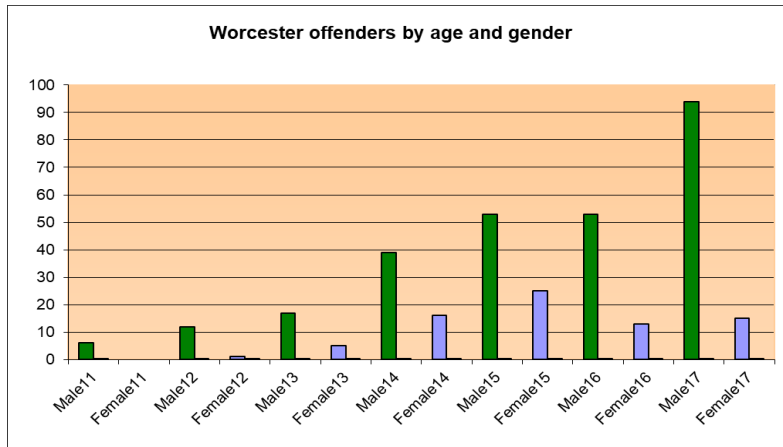
For the year ending June 2016 the binary measure for Telford and Wrekin is 29.7% compared with a West Mercia performance of 33.9% and a national performance of 41.9%, Telford and Wrekin is therefore performing better than West Mercia and England. The current performance has significantly improved from the previous year where the performance was 38.6%. When the two measures are considered together, there are, proportionally, less young people re-offending in Telford than in West Mercia as a whole, however those who are re-offending are committing more offences. It

should, however, be noted the overall cohort sizes are decreasing year on year. In the year ending June 2010 there were 451 offenders in the cohort and 531 re-offences compared to a cohort size of 182 with 336 re-offences in the current period. The number of actual re-offences have therefore decreased by 36% over the seven year period.

APPENDIX 7 - AREA PROFILE – WORCESTERSHIRE

Youth Offending Population – all Young People

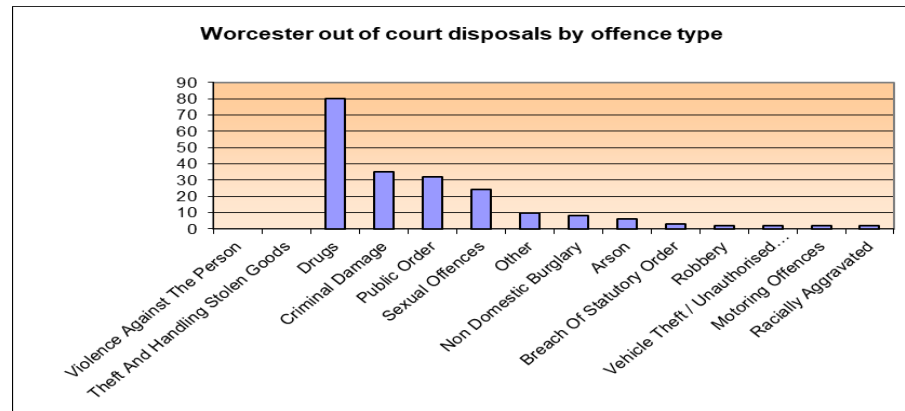
There are 50,812 young people aged 10 to 17 in Worcestershire. In 2017/18, according to WMYJS records, there were 404 youth justice sanctions (youth cautions, youth conditional cautions or convictions) made on Worcestershire young people. A total of 349 individual young people accounted for these 376 outcomes, 0.69% of the youth population.



Of the 349 young people entering or in the youth justice system in 2017/18, 79% were male. The majority, 73%, were aged 15 to 17 years. The peak age of offending for young males was 17 years and young females 15 years.

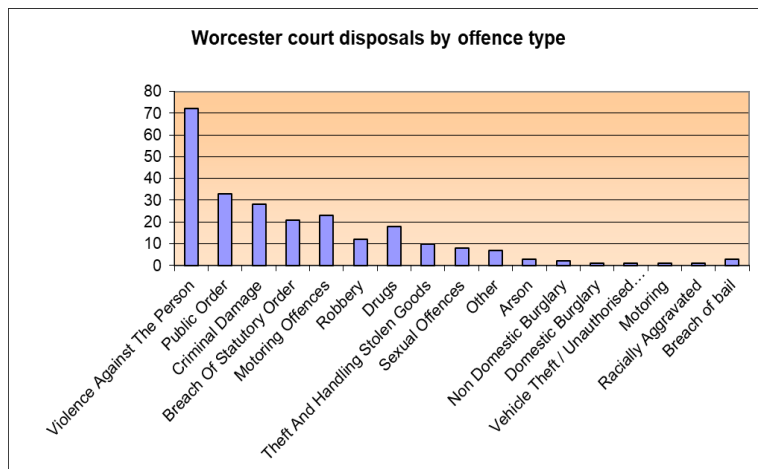
Youth Offending Population – Young People Subject to Out of Court Disposals

During 2017/18 there were a total of 208 pre-court disposals made on 194 Worcestershire young people, 189 of these were Youth Cautions and 19 Youth Conditional Cautions. WMYJS is required to assess all young people made subject to second or subsequent Youth Cautions and all Youth Conditional Cautions and if assessed appropriate provide a programme of intervention, in 2017/18 intervention programmes were provided for 74 pre-court disposals.



The most frequently occurring primary offences for out of court disposals were violence against the person, 38%, followed by theft and handling, 17%, drug offences, 15% and criminal damage 12%.

Youth Offending Population – Young People Subject to Court Outcomes



In 2017/18 a total of 155 Worcestershire young people accounted for 244 court outcomes. Orders requiring WMYJS interventions (Referral Orders, YROs and Custodial sentences) accounted for 208 of the 244 court outcomes.

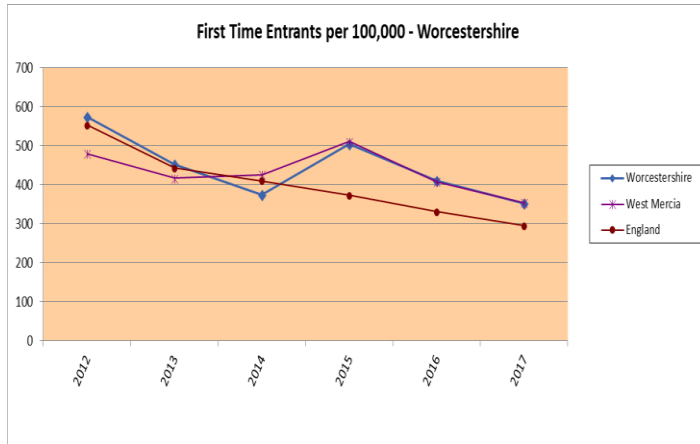
The majority, 82% of young people receiving court sentences were aged 15 to 17, with 17 year olds accounting for 43% of young people receiving a court sentence.

The most frequently occurring primary offence for court sentences was violence against the person, accounting for 30% of all outcomes. Public order offences were the next frequently occurring offences, 14%, followed by criminal damage, 11%.

Performance against National Indicators

(i) First Time Entrants

The first time entrant measure is expressed as the number of first time entrants per 100,000 of 10 to 17 year old population. First time entrants are those young people receiving a first formal youth justice sanction (a Youth Caution, Conditional Caution or Conviction). Good performance is indicated by a lower rate.



In 2017 there were 352 first time entrants per 100,000 youth population in Worcestershire, representing a reduction of 39% since 2012. This compares with a reduction for England of 46% and for West Mercia of 34% over the same period. The actual number of first time entrants in 2017 was 179, compared to 313 in 2012.

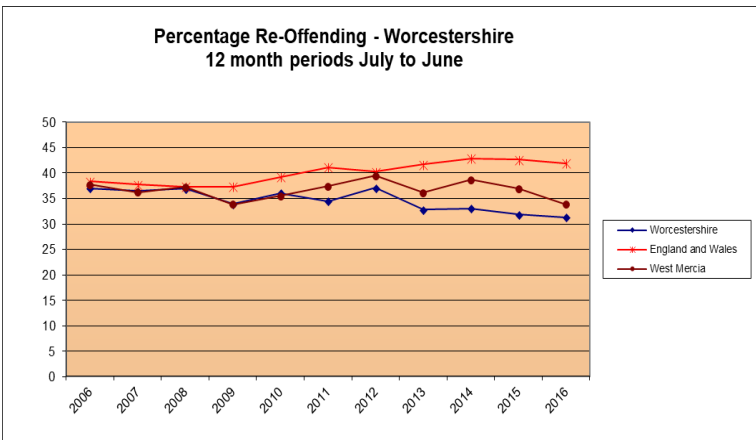
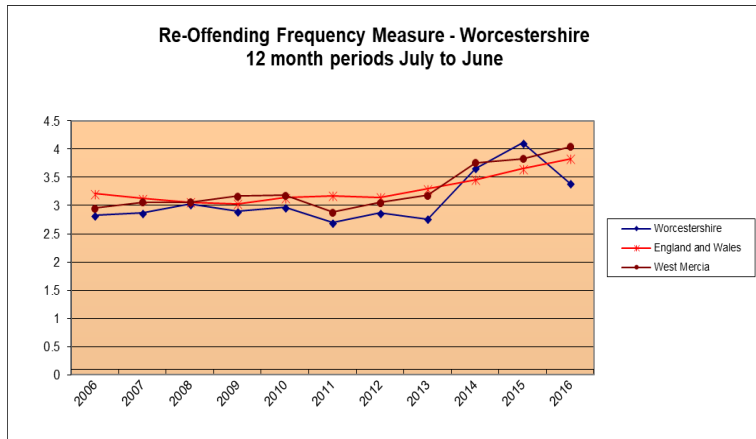
At 352 Worcestershire has the second highest rate of FTEs across West Mercia, with the highest rate at 447 and lowest at 304. The rate is higher than the national rate which is 295. The rate in Worcestershire has decreased from the previous year when it was 410. The number of FTEs has reduced from 209 to 179 between the two years, a decrease of 14%.

During the recent pilot inspection of the youth justice service the inspection team formed the opinion that one reason for the higher than might be expected rate of FTE in West Mercia is the out of court decision making process. A business case is being developed to adapt the process to bring more young people into the scope of joint agency decision making.

(ii) Use of Custody

The use of custody measure is expressed as the number of custodial sentences per 1,000 of 10 to 17 year population, a lower rate indicates better performance. There were 9 custodial sentences during 2017, equating to a rate of 0.17 custodial sentences per 1000 youth population this represents a decrease in custodial sentences from 2016 where there were 16 custodial sentences equating to a rate of 0.31. The 2017 rate of 0.17% compares to the West Mercia rate of 0.16 and a national rate of 0.39.

(iii) Re-Offending



There are two re-offending measures, both measuring re-offending in the same cohort of offenders over a 12 month period following the youth justice sanction that placed the young person in the cohort. The first, the frequency measure, is the average number of re-offences per offender who re-offends in the cohort. The second measure, the binary measure, is the percentage of the offenders in the cohort re-offending. In both cases a lower rate denotes better performance. The most recent data for the re-offending measure is for cohort identified in the year July 2015 to June 2016. This is the year where the cohort is identified, they are then followed for re-offending for a 12 month period, hence to June 2017.

The frequency measure performance for Worcestershire for year ending June 2016 is 3.39, compared to the West Mercia performance of 4.04 and national performance of 3.83. Worcestershire has, therefore, a better performance than West Mercia and England for this measure. The current performance is an improvement on the performance for the previous year where it was at 4.11.

For year ending June 2016 the binary measure for Worcestershire is 31.3% compared with a West Mercia performance of 33.9% and a national performance of 41.9%. Worcestershire is therefore performing better than West Mercia and England for this indicator. It should also be noted that the overall cohort sizes are decreasing year on year. In the year ending June 2012 there were 645 offenders in the cohort and 686 re-offences compared

to a cohort size of 406 with 430 re-offences in the current period. The number of actual re-offences has therefore decreased by 37% between 2012 and 2016.

TELFORD & WREKIN COUNCIL

**HEALTH & WELLBEING BOARD – 6 DECEMBER 2018
COMMUNITY SAFETY PARTNERSHIP – 11 DECEMBER 2018
CABINET – 13 DECEMBER 2018**

TELFORD & WREKIN DOMESTIC ABUSE STRATEGY 2019-2021

**REPORT OF: LIZ NOAKES, ASSISTANT DIRECTOR HEALTH &
WELLBEING**

LEAD CABINET MEMBER – CLLR RAE EVANS

PART A) – SUMMARY REPORT

1. SUMMARY OF MAIN PROPOSALS

This report introduces the Telford & Wrekin Domestic Abuse Strategy 2019-2021. The strategy proposes a joined up response aimed at tackling domestic abuse across our strategic partnerships, with a clear recognition that no single agency can address this complex issue in isolation.

The strategy recognises that domestic abuse is wider than violence, and therefore the scope includes: controlling, coercive or threatening behaviour, 'honour' based violence, female genital mutilation and forced marriage.

The lives of women and children and young people and men are significantly affected by domestic abuse and it is not always easy to identify. Domestic abuse rarely takes place in a vacuum and substance misuse and poor physical and mental health can contribute and can amplify the consequences. Its impact can be seen across many aspects of our community, including child development and attainment, family dynamics, crime rates, our local workforce.

The rate of domestic abuse offences recorded in Telford & Wrekin is high. The strategy aims to raise awareness, identify, prevent, and better support victims of domestic abuse and their children. At the same time as investigating and prosecuting, but also supporting perpetrators to break the cycle of abuse.

The strategy will be delivered through an action plan, based on the following six objectives:

- Use intelligence and robust data to assess need, inform commissioning and service provision and raising awareness campaigns
- Review and develop specialist services and support and implement comprehensive multi-agency pathways, for both victims and perpetrators and children and young people affected by domestic abuse
- Develop practitioner's knowledge on the dynamics of domestic abuse on

the whole family and provide them with the appropriate training and resources to support the family

- Increase awareness and understanding in the community of the impact of domestic abuse, to challenge and prevent domestic abuse
- Review current policies and procedures and raise awareness associated with Female Genital Mutilation (FGM), Honor Based Violence (HBV) and Forced Marriage (FM), within the community and across the professional workforce
- Embed the learning from Domestic Homicide Reviews to ensure recommendations are addressed and acted upon

Engagement with professionals has identified as a clear early priority, the need strengthen the local offer of specialist services and support to victims, children and young people affected and also to perpetrators, to change their behaviour.

Raising awareness and understanding of domestic abuse across the community is delivered through the White Ribbon campaign, which is strongly supported by Cabinet members.

2. RECOMMENDATIONS

The Cabinet are requested to approve the Telford & Wrekin Domestic Abuse Strategy 2019-2021.

3. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Co-Operative Council priority objective(s)?	
	Yes	<ul style="list-style-type: none"> • Protect and support our most vulnerable children and adults • Put our children and young people first • Ensure that neighbourhoods are safe, clean and well maintained • Improve the health and wellbeing of our communities and address health inequalities.
	Will the proposals impact on specific groups of people?	
	Yes	Domestic abuse can affect anybody, regardless of their gender or sexual orientation, and it occurs across all of society, regardless of age, race, religion, wealth or geography. However, certain people are disproportionately affected, such as women, young people under 25, those with disabilities or mental health problems.
TARGET COMPLETION/DELIVERY DATE	The domestic abuse strategy action plan will be implemented and monitored from 2019.	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes	<p>The Council currently provides a number of support programmes both to groups and one to one, including the Freedom Programme, through its Early Help practitioners.</p> <p>The White Ribbon Campaign is supported by the Council within existing resources and through a grant paid by the Police and Crime Commissioner of £2,500.</p> <p>Any additional services identified as being required as the action plan is implemented will need to be considered within the partners existing resources. If additional funding is required this will need to be</p>

		discussed amongst partners and a request made through the relevant governance arrangements of each organisation.
LEGAL ISSUES	No	No issues with the legality of the strategy or indeed the proposed manner of implementation. <i>Oliver Nicholas 19/11/18</i>
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	<p>This plan commits to improve and develop the service and support offer for victims of domestic abuse, children and young people affected and perpetrators. As highlighted above additional funding will require discussions between partner organisations to agree funding arrangements for these developments. Any delay in identifying funding streams to support the service improvement will impact on delivery of the strategy ambitions.</p> <p>There are various potential opportunities to apply for Government funding to support the strategy, through MCHLG, Home Office and Public Health England initiatives, which are being actively pursued.</p> <p>Officers are also proactively working with partners and the OPCC to identify possible funding streams.</p>
IMPACT ON SPECIFIC WARDS	Yes	Borough-wide impact

PART B) – ADDITIONAL INFORMATION

4. INFORMATION

Refer to Appendix 1 Telford & Wrekin Domestic Abuse Strategy and Action Plan for further information.

5. IMPACT ASSESSMENT – ADDITIONAL INFORMATION

6. PREVIOUS MINUTES

7. BACKGROUND PAPERS

Report prepared by Helen Onions, Consultant in Public Health,
Telephone: 01952 380824

Telford & Wrekin Domestic Abuse Strategy 2019 - 2021

Working together to break the cycle of abuse

Draft for:
HWB 6/12/18
Cabinet 13/12/2018



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Foreword

Domestic abuse impacts upon women and men, children and young people, families and communities and it is not always easy to identify. It is often referred to as the 'hidden' crime as different forms of abuse can mean some victims suffer for far too long before getting help.

More victims in Telford and Wrekin are coming forward to report abuse and the demand on services for victims and perpetrators is increasing. Our services and support need to be responsive at the earliest opportunity, and balanced with prevention activities designed to stop abuse from happening in the first place.

We want everyone in Telford and Wrekin to be kept safe from domestic abuse and have the opportunity to lead healthy and happy lives. We can achieve this by:

- Preventing domestic abuse from happening in the first place, by challenging the attitudes and behaviours which foster it, and intervening early to prevent it from continuing, reoccurring or escalating.
- Reducing the risk to victims and their families ensuring that perpetrators are held to account and supporting them to change their behaviour.
- Working in partnership to provide the right specialist services and support to women, children and young people and also men affected.

The aims of the strategy are to raise awareness, prevent, identify, investigate, prosecute and appropriately support victims of domestic abuse. The effects and impact of domestic abuse cut across a number of service areas across organisations and is therefore supported by the following partnerships:

- Telford & Wrekin Safeguarding Children Board (TWSCB)
- Telford & Wrekin Safeguarding Adults Board (TWSAB)
- Safer Telford & Wrekin Partnership (STWP)
- Health & Wellbeing Board (HWBB)

The strategy aims to support the partnerships through a joined up response for those affected by domestic abuse, underpinned by a clear recognition and understanding that no single agency can address this complex issue in isolation. Together we will break the cycle of abuse.



Andrew Mason
Independent Chair
Telford & Wrekin Safeguarding
Children and Adults Boards



Superintendent Tom Harding,
West Mercia Police and Chair of the
Safer Telford & Wrekin Partnership

1. Acknowledgements

The Telford & Wrekin Domestic Abuse Group have developed this strategy on behalf of the partnerships. The group includes representatives from multiple Council teams, Police and NHS colleagues, and providers of domestic abuse services. There has been wide engagement across the partnerships and with a variety of groups, teams and colleagues.

2. Mission Statement

The Telford & Wrekin [Community Safety Partnership Strategy¹](#), the vision is that:

“The community are able to identify domestic abuse, know where to turn to for help, victims and their families are supported and perpetrators are dealt with effectively (from prosecution to reducing future harm and offending).”

Together we can make a difference.

3. What this plan aims to deliver

- ✓ **Improved recording of domestic abuse, and fewer repeat victim incidents, but ultimately a reduction in the numbers of incidents and victims**
- ✓ **Victims and families reporting improved health and wellbeing and resilience**
- ✓ A better understanding of the local picture of domestic abuse, to direct prevention work and shape services and support based on our local need
- ✓ A greater awareness across the community of what domestic abuse is and how to respond
- ✓ Training to a wide range of professionals, across organisations and teams
- ✓ Early identification of victims and their children to prompt support to break the cycle of domestic abuse in families
- ✓ More coordinated, responsive specialist services and support offer to victims and children affected, with clear accessible pathways to support recovery and reduce future risks
- ✓ Timely and appropriate referral and support for children and young people at risk of harm from domestic abuse
- ✓ Support for perpetrators to enable them to change their behaviour
- ✓ Better justice for victims, holding perpetrators to account through policing and the criminal justice system
- ✓ Learning from domestic homicide reviews is embedded across the system
- ✓ Women and girls are better protected from the risks of honour based violence, female genital mutilation and forced marriage.

4. What is domestic abuse?

The cross-government definition of domestic violence and abuse, 2018² is:

“Any incident or pattern of incidents of controlling, coercive or threatening behaviour violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. The abuse can encompass, but is not limited to psychological, physical, sexual, financial, and emotional”

Controlling behaviour is a range of acts designed to make a person subordinate and/or dependent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour.

Coercive behaviour is an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten their victim.

Domestic abuse can involve a range of behaviours, which are abusive and which would not always be classed as violent. In Telford & Wrekin the definition has also been widened to include 16-17 year olds and reflect coercive control, ‘honour’ based violence (HBV), female genital mutilation (FGM) and forced marriage (FM).

Female Genital Mutilation (FGM) is the partial or total removal of external female genitalia for non-medical reasons. It’s also known as female circumcision or cutting.

Honor Based Violence (HBV) is a crime or incident, which has or may have been committed to protect or defend the honour of the family and/or community.

Forced Marriage (FM) is where one or both people do not (or in cases of people with learning disabilities, cannot) consent to the marriage and pressure or abuse is used. It is recognised as a form of violence against women and men, domestic/child abuse and an abuse of human rights.

5. Background

Domestic abuse can affect anybody, regardless of their gender or sexual orientation, and it occurs across all of society, regardless of age, race, religion, wealth or geography. However, certain people are disproportionately affected, such as women, young people under 25, those with disabilities or mental health problems.

Occurring in the main in the home, domestic abuse is often without witnesses. It has tremendous costs for the victim, their children, family and friends, and upon the community as a whole. Although domestic abuse is predominately a gender-based crime against women and girls, men are also subjected to abuse at home and in relationships.

The impact of domestic abuse on victims, children and young people and families can have a lasting significance. Its results are not only physical, but impact on emotional wellbeing, health, work and can affect housing, income, and relationships.

The Adoption and Children Act 2002³ recognises the fact that witnessing domestic violence can have serious implications for children. National learning^{4,5} from Serious Case Reviews identifies domestic violence, mental ill-health and drug and alcohol misuse as the most common issues relating to children's families.

The Care Act 2014⁶ also acknowledges domestic abuse as a category of abuse that particularly affects adults with care and support needs, including older people.

Domestic abuse rarely takes place in a vacuum and substance misuse and poor mental health can be both contributory factors and can amplify the consequences. It impacts all aspects of communities including health and crime rates, and the ability to participate in the workforce, child development and family dynamics. For example:

- Children and young people who are exposed to violence in the home may suffer from emotional trauma, poor health and trouble learning at school.
- Children and young people raised in violent situations are more likely to use violence to solve problems as they grow older than if those not exposed to it.
- Adult victims suffer from a host of long-term health problems like heart disease, chronic pain, stress disorders, and arthritis, increasing health care costs for everyone.
- It can impact on organisations effectiveness, which is why organisations have started addressing domestic abuse within their policies. An employee who knows they are supported, will be more loyal and will maintain productivity.

There is evidence⁷ indicating that work with perpetrators, to address the underlying cause of the violence, is key to breaking the cycle and therefore reducing domestic abuse and its effect on people lives and crucially the impact on families.

6. The National Picture

Key Statistics

An estimated 1.9 million people in the UK suffer from some form of domestic abuse⁸ and each year more than 100,000 people in the UK are at high or imminent risk of being murdered or seriously injured as a result of domestic abuse⁹.

One in four women experience domestic abuse at some point in their lives and as reported by the Home Office¹⁰ accounts for almost a quarter of all crime.

Domestic abuse accounts for 1 in 5 of all violent crimes

Every minute, police in the UK receive a domestic assistance call – yet only 35% of domestic violence incidents are reported to the police¹¹

1 in 4 women and 1 in 6 men endure violence from a partner, ex-partner/family member during their adult life in England and Wales – equivalent to 1.2 million women and 784,000 men (16-59 years old) in 2012/13¹²

Between 6% and 10% of women suffer domestic violence in a given year¹³

1.2 million women and 700,000 men experience domestic abuse every year

High-risk victims live with domestic abuse for 2.3 years before getting help and 85% of victims sought help five times on average from professionals before they got effective help to stop the abuse⁹

Victims of domestic violence are more likely to experience repeat victimisation than victims of any other type of crime

Two women are killed every week in England and Wales by a current or former partner¹⁴

On average, victims experience 50 incidents of abuse before receiving effective support

Witnessing domestic abuse can be particularly traumatic for children and young people. A minimum of 750,000 British children and young people a year (around 6.5%) are witnesses to domestic abuse and around 30% of domestic abuse begins or escalates during pregnancy¹⁵

7. Introduction – our approach

This Domestic Abuse Strategy sets out the Telford & Wrekin Partnerships vision, aims and objectives for dealing with domestic abuse, and the outcomes we expect to see as a result. It is vital that our response is informed and developed by the local picture, intelligence on need, the voices of victims and what is important to them and also best practice guidance of what works. Our approach needs to also include a clear understanding of the issues that contribute to domestic abuse. The strategy's commitment will be delivered through an ambitious action plan. The key groups intended to benefit from this strategy are:

- Victims and survivors of domestic abuse
- Children and young people who have experienced or are living with domestic abuse
- Perpetrators of domestic abuse, who should be held to account, and supported to change their behaviour to reduce the risk to victims and their children
- Partner agencies involved in supporting adults, children and young people affected by domestic abuse.

We already have a number of local good practice initiatives, including:

- White Ribbon Town accreditation, awareness raising events and campaigns
- Operation Encompass, which ensures children and young people have support in schools following an incident, if needed
- West Mercia Women's Aid Independent Domestic Violence Advisors (IDVAs)
- The Sanctuary Project which provides additional security for victims
- Shropshire Domestic Abuse Advisory Service

Raising the awareness and understanding of domestic abuse across the community and working to prevent domestic abuse are key commitments of the strategy. Telford continues to be a White Ribbon Town, which means that the Council and partners proactively support people who campaign to step up and positively make a stand towards ending domestic abuse. This is the 5th year of Telford's commitment to be a White Ribbon Town, and partners reaffirmed the town's pledge to ending domestic abuse at the annual White Ribbon event on 23rd November 2018 at the Park Lane Centre. The evaluation of the White Ribbon awareness raising activities is used to assess the reach and impact of the campaign. Council Cabinet Members strongly support the White Ribbon campaign activities.

Engagement with partners has identified that a clear early priority for the strategy is the need to develop better support those already affected – victims and their children, through accelerating the development of our services, support and pathways. There is a recognition that working with the perpetrators is integral, to enable couples and families to achieve positive outcomes.

Domestic abuse impacts on all agencies work within the borough and through the programme of work a variety of organisations and teams (statutory and voluntary) will be involved, for example:

- Telford & Wrekin Council teams: Adult and Children Early Help, Social Care and Safeguarding, Housing Services, Community Safety and Public Health
- West Mercia Police
- Women's Aid
- Shropshire Domestic Abuse Service
- Victim Support
- NHS Clinical Commissioning Group and Provider Trusts

This joined up approach will ensure that we stimulate community-based action to challenge attitudes and develop local solutions that empower and support those affected by domestic abuse.

8. The Local Picture

The Telford & Wrekin picture of domestic abuse described below is based on police data. As there is no specific offence of 'domestic abuse', crime offence and incident records where a domestic setting has been identified at the time have been used. The local current picture represents only those records of domestic abuse reported to the police, and it is acknowledged that there will be further unreported offences occurring.

Key Headlines for Telford & Wrekinⁱ

- In 2016/17 a total of 4,832 domestic abuse offences were recorded in Telford and Wrekin, which was the highest rate of any Community Safety Partnership, within the Warwickshire Police and West Mercia Police Alliance. (Figure 1)
- The gender profile for offences consists of 73% female victims and 27% male victims. 74% of perpetrators are male and 26% female. (Figures 2 and 3)
- In terms of the relationship profile - 40% of total harm and 48% of offences are between ex partners, and 56% of harm is caused by partners (Figure 4)
- The main types of Domestic Abuse offences can be broken down into the following categories:
 - 45% Emotional Domestic Abuse Incident
 - 16% Common Assault By Beating
 - 13% Assault Occasioning Actual Bodily Harm

ⁱ Source: Warwickshire Police and West Mercia Police

Further work is needed to understand the profile of need and demand on local services, and this will be undertaken through the strategy objectives as part of the action plan.

Figure 1 Domestic Abuse Offences in Warwickshire and West Mercia

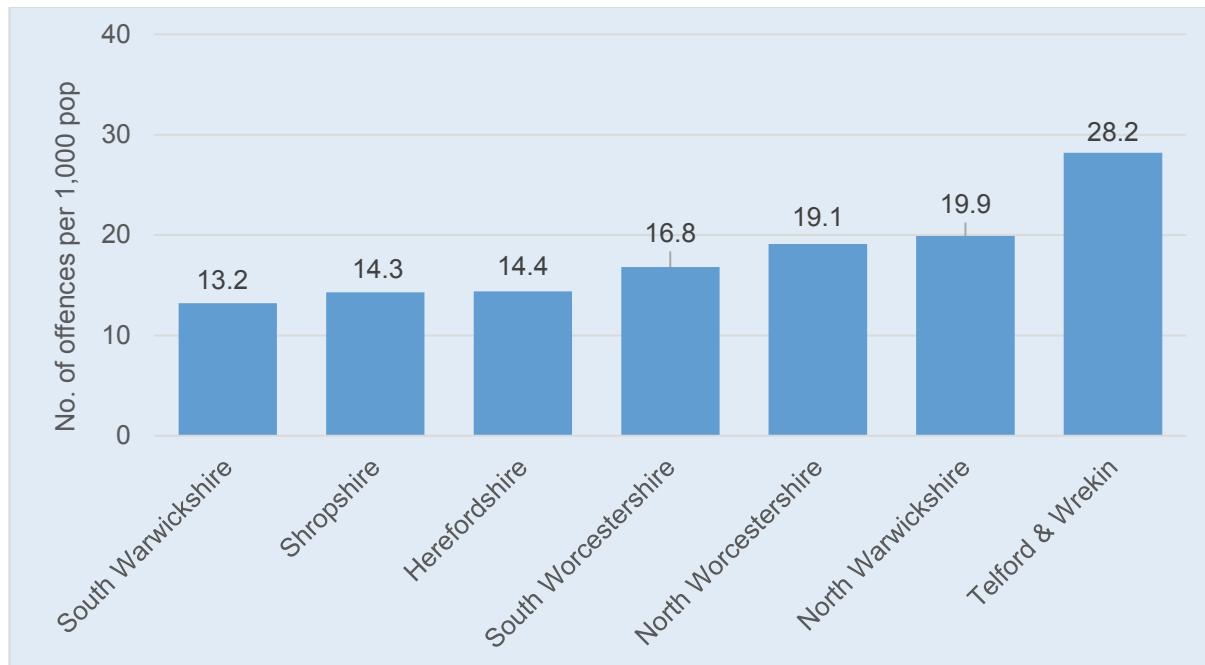
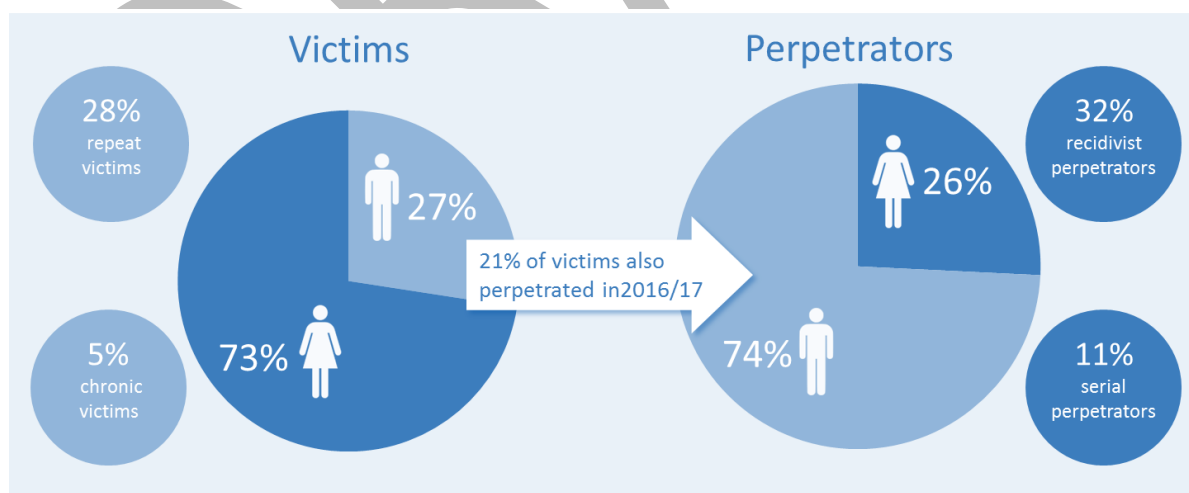


Figure 2 Telford & Wrekin Victims and Perpetrators profile



Please note:

- Repeat victims: Victims of more than one crime
- Chronic victims: Victims in more than one relationship
- Recidivist perpetrators: Repeat perpetrators
- Serial perpetrators: Perpetrators in more than one relationship

Figure 3 Telford & Wrekin perpetrator and victim gender profile

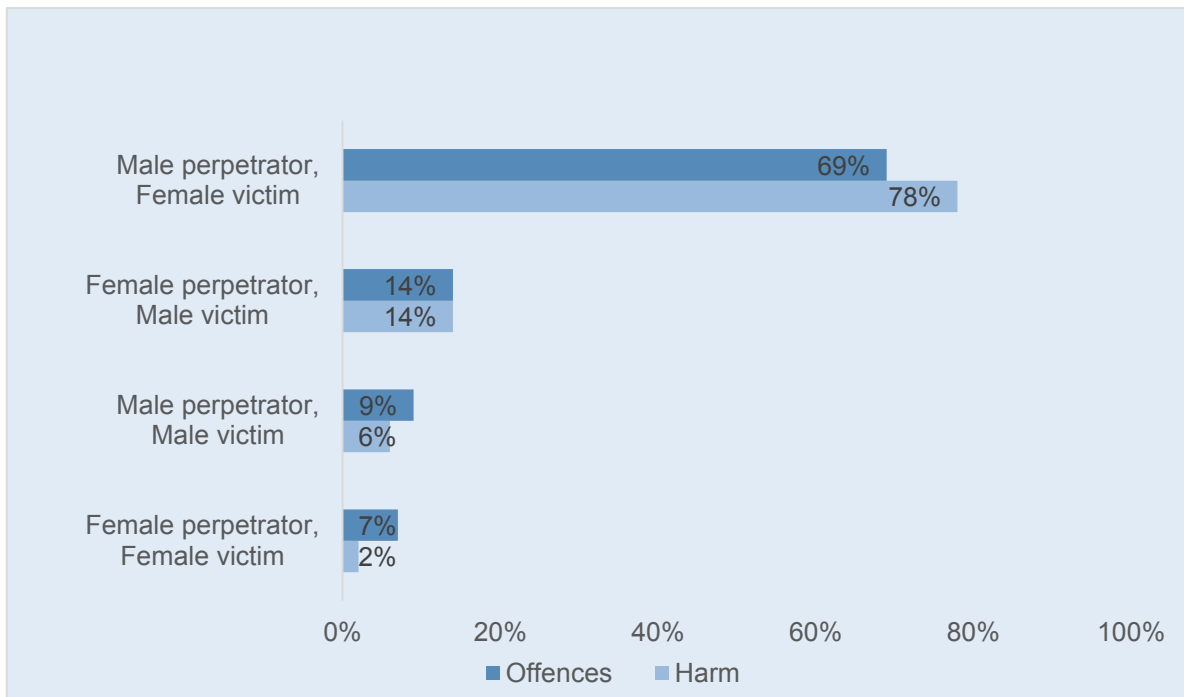


Figure 4 Telford & Wrekin perpetrator and victim relationship profile

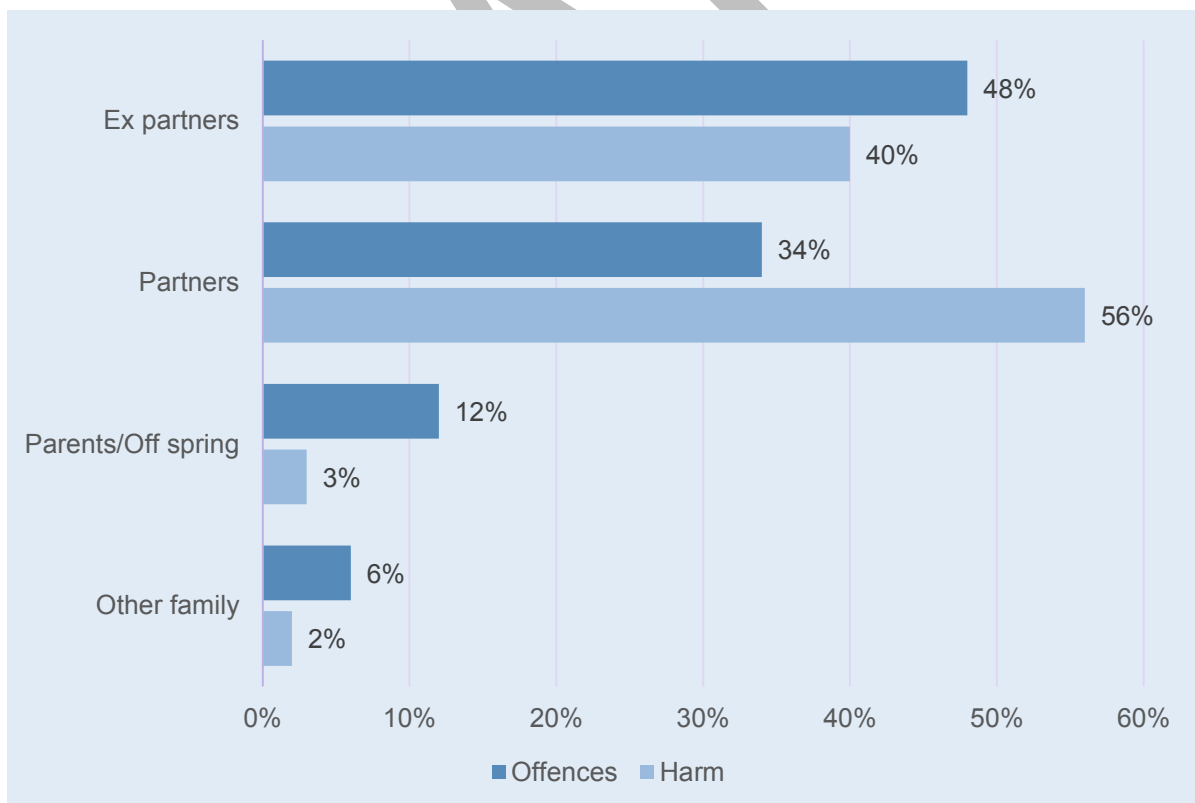
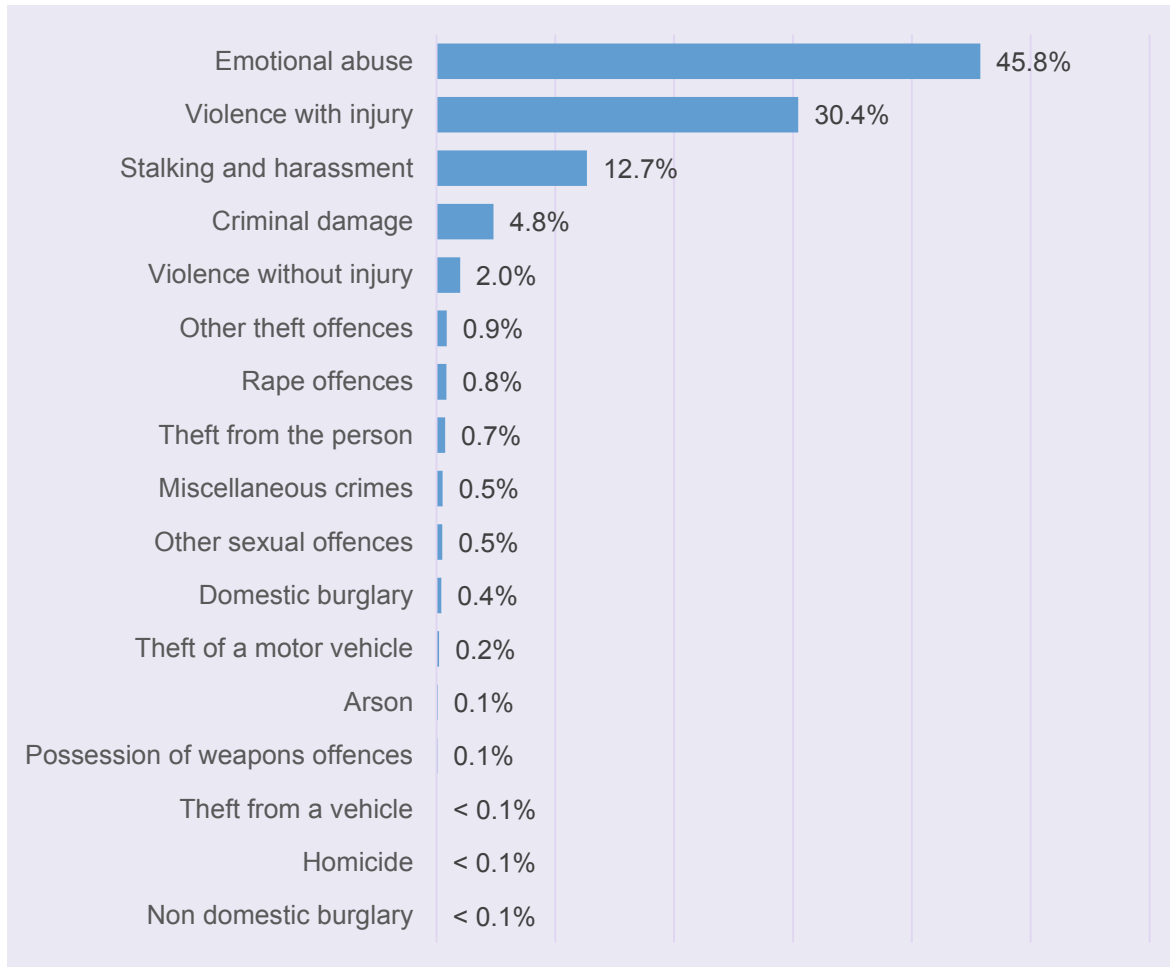


Figure 5 Telford & Wrekin domestic abuse type profile



9. Our Objectives

Our intelligence indicates that domestic abuse is a challenge within the borough, and the impact this type of abuse and crime has on the victim, their families and the community is well recognised. Addressing domestic abuse continues to be a priority for strategic partnerships including the Telford & Wrekin Safeguarding Adults and Children Boards. Telford & Wrekin Health and Wellbeing Board has prioritised a work stream on the so called “toxic trio” which aims to tackle the combined impacts of domestic abuse, substance misuse and mental health in families, relationships and our communities.

The National Institute for Health and Care Excellence (NICE) provides guidance on planning and delivering multi-agency services for domestic violence and abuse¹⁶. The guidance aims to help identify, prevent and reduce domestic violence and abuse among women and men in heterosexual or same-sex relationships, and among young people. To deliver the aims of the strategy, in line with NICE guidance six key objectives have been agreed.

Objective 1

Review and develop specialist services and support and implement comprehensive multi-agency pathways, for both victims and perpetrators and children and young people affected by domestic abuse

To ensure local pathways are clear and fit for purpose to include monitoring of implementation, and inform professionals on how to support and signpost the victims and children and young people. Pathways for perpetrators will also be clear and fit for purpose.

Objective 2

Use intelligence and robust data to assess need, inform commissioning and service provision and raising awareness campaigns:

To ensure that the understanding of the scale of domestic abuse in the Borough, continues to evolve through ongoing profiling.

Objective 3

Develop practitioner's knowledge on the dynamics of domestic abuse on the whole family and provide them with the appropriate training and resources to support the family.

To ensure that professionals feel confident that they understand the characteristics of domestic abuse and what to do should a concern arise. Practitioners will have training and clear guidance about what happens when someone reports domestic abuse and what support is available, ensuring consistency and appropriate support.

Objective 4

Increase awareness and understanding in the community of the impact of domestic abuse, so we can challenge and prevent domestic abuse.

To stimulate the community to be aware of what domestic abuse is, the signs and what to do if it is happening.

Objective 5

Review current policies and procedures and raise awareness associated with Female Genital Mutilation (FGM), Honor Based Violence (HBV) and Forced Marriage (FM), within the community and across the professional workforce

To ensure that professionals feel confident that they understand the characteristics of FGM, HBV and FM, what to do should a concern arise and what support is available.

Objective 6

Embed the learning from Domestic Homicide Reviews to ensure recommendations are addressed and acted upon.

To ensure that all agencies have an important source of information to inform national and local policy and practice. It is important to draw out key findings of domestic homicide reviews and their implications for policy and practice.

10. Governance and Accountability

The Joint Domestic Abuse Thematic Sub-group to date has been accountable to the TWSCB and TWSAB. The sub-group is made up of multiagency, multi professional strategic and operational leads (see below). The group have developed and shaped the Strategy and the action plan, which will continue to evolve. Task and finish groups will be set up and engagement events held to support delivery of the action plan.

Ongoing monitoring of the progress of the Strategy will be through the governance structures of the TWSCB and TWSAB. However, the overall progress of this work stream will also be reported regularly to the Safer Telford & Wrekin Partnership and the Health and Wellbeing Board.

It is recognised that there are key links and interdependencies for this domestic abuse strategy across a range of local strategies, such as the Early Help Strategy, the Drug and Alcohol Strategy and the Mental Health Strategy. As these strategies are updated and refreshed it is envisaged that there will be shared commitments and actions across these plans, to ensure a systematic and comprehensive approach to preventing harm and supporting the most vulnerable people in our communities.

Telford & Wrekin Joint Domestic Abuse Thematic Sub-group Members

Helen Onions (Chair)	Consultant in Public Health, Telford & Wrekin Council
Graham Preece (Vice Chair)	West Mercia Police
Tina Knight	Strategic Safeguarding Lead Domestic Abuse, Telford & Wrekin Council.
Sarah Hall	Early Help & Support, Telford & Wrekin Council
Michelle Astbury	Service and Clinical Lead, Midlands Partnership NHS Foundation Trust
Vicky Worthington	Safeguarding and Case Management, Telford & Wrekin Council
Toni Guest	Housing, Nuplace & Commercial Projects, Telford & Wrekin Council
Jas Bedesha	Community Safety Team, Telford & Wrekin Council
Lyn Stepanian	Public Health Practitioner, Telford & Wrekin Council
Cathy Hobbs	Education and Corporate Parenting, Telford & Wrekin Council
Sue Coleman	West Mercia Women's Aid
Wendy Bulman	Shropshire Domestic Abuse Service
Damion Clayton	Research & Intelligence Officer
Kathy George	Telford & Wrekin Clinical Commissioning Group
Claire Hinstead	Midlands Partnership NHS Foundation Trust (MPFT)
Claire Hughes	Shropshire Community NHS Trust
Teresa Tanner	Shrewsbury & Telford Hospital NHS Trust (children)
Sharon Woodland	Shrewsbury & Telford Hospital NHS Trust (adults)
Adam Mathews	Shropshire Fire and Rescue
Louise Cotton	West Mercia Community Rehabilitation Company
Kerry Woodhouse	Partnership Development Officer, Telford & Wrekin Safeguarding Boards

11. Further Information

Telford & Wrekin Safeguarding Children Board

www.telfordsafeguardingboard.org.uk/

Telford & Wrekin Safeguarding Adults Board

www.telfordsafeguardingadultsboard.org/

Safe West Mercia Plan – West Mercia Police and Crime Commissioner

<http://www.apccs.police.uk/wp-content/uploads/2013/11/West-Mercia-Police-Crime-Plan.pdf>

West Midlands Multi-Agency Policies and Procedures

westmidlands.procedures.org.uk/

NSPCC

www.nspcc.org.uk/services-and-resources

Shropshire Domestic Abuse Service

www.shropsdas.org.uk/

Refuge

www.refuge.org.uk/

West Mercia Women's Aid

www.westmerciawomensaid.org/

Men's Advice Line

www.mensadvice.org.uk

A Call to Men

www.acalltomen.org/

Victim Support

www.victimsupport.org.uk/help-and-support/get-help/support-near-you/west-midlands/west-mercia

National Centre for Domestic Violence

www.ncdv.org.uk

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- ⁸ Office for National Statistics, 2016. Crime Survey for England and Wales (CSEW)
<https://www.ons.gov.uk/peoplepopulationandcommunity/crimeandjustice/bulletins/crimeinenglandandwales/yereadingmar2016>
- ⁹ SafeLives (2015), Getting it right first time: policy report.
<http://safelives.org.uk/policy-evidence/getting-it-right-first-time>
- ¹⁰ Home Office, 2003; DOH 2006
- ¹¹ Stanko, 2000 & Home Office, 2002
- ¹² Ranford et al 2012
- ¹³ Council of Europe Parliamentary Assembly, 2002. Domestic violence against women
<http://assembly.coe.int/nw/xml/XRef/Xref-XML2HTML-en.asp?fileid=17055>
- ¹⁴ Homicide Statistics, 1998
- ¹⁵ Home Office 2010
- ¹⁶ The National Institute for Health and Care Excellence, February 2014. Domestic violence and abuse: multi agency working Public Health guideline (PH50)
www.nice.org.uk/Guidance/PH50

TELFORD & WREKIN COUNCIL

COUNCIL – 17 JANUARY 2019

2018/19 FINANCIAL MANAGEMENT REPORT

REPORT OF THE ASSISTANT DIRECTOR: FINANCE & HR (CHIEF FINANCIAL OFFICER)

LEAD CABINET MEMBER: CLLR LEE CARTER

PART A) – SUMMARY REPORT

1.0 SUMMARY OF KEY ISSUES

1.1 The Financial Management report to Cabinet on 3 January 2019 provided an update on progress relating to the capital programme. The report also highlighted some new capital allocations and re-phasing which require formal approval by Full Council.

1.2 SUMMARY

The Detailed approvals required by Council are attached at Appendix 1.

2.0 RECOMMENDATION

2.1 Members are asked to approve the changes to the capital programme in Appendix 1.

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.
	Will the proposals impact on specific groups of people?	
	No	
TARGET COMPLETION/DELIVERY DATE	The capital programme will be immediately updated to reflect the new approvals.	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes	Financial impacts arising from this report will be reflected in future financial management reports and built into the service and financial planning strategy for 2019/20 and beyond
LEGAL ISSUES	No	None directly arising from this report.

		The S151 Officer has a statutory duty to monitor income and expenditure and take action if overspends /shortfalls emerge.
OTHER IMPACTS, RISKS & OPPORTUNITIES	No	Budget holders actively manage their budgets, both revenue and capital, and the many financial risks and challenges that council services face, examples include the risk of a particularly harsh winter which would impact adversely on the winter gritting and adult social care budgets, the increasing dependency on income from a wide range of activities and the risk of interest rate movements. The Council has comprehensive risk management arrangements in place and an appropriate level of contingency within its revenue budget and actively seeks opportunities for additional external funding which would assist in delivering Council objectives.
IMPACT ON SPECIFIC WARDS	No	Borough Wide

4.0 PREVIOUS MINUTES

Cabinet 03/01/2019 – 2018/19 Financial Management Report

PART B) – ADDITIONAL INFORMATION

There is no additional information.

5.0 BACKGROUND PAPERS

2018/19 Budget Strategy / Financial Ledger reports

Report Prepared by:

Ken Clarke, Assistant Director: Finance & HR (C.F.O.) – 01952 383100; Pauline Harris, Finance Manager – 01952 383701

Capital Approvals - by Service Area

Appendix 1

Slippage							
Scheme	Service Area	Funding Source	18/19 £	19/20 £	20/21 £	21/22 £	Later Yrs £
All Other School schemes	Education & Corporate Parenting	Grant	(1,069,111.46)	1,069,111.46			
Newport Innovation & Enterprise Package	Customer & Neighbourhood Services	Grant	(1,500,000.00)	1,500,000.00			
LED Lighting Invest to Save	Customer & Neighbourhood Services	Prudential	(270,000.00)	270,000.00			
Property Investment Programme	Development Business and Employment	Prudential	(900,000.00)	900,000.00			
Housing Company- Housing	Development Business and Employment	Prudential	(2,800,000.00)	2,338,000.00	462,000.00		
Managing the funding of the capital programme	Finance and Human Resources	Capital Receipts	(12,000.00)	12,000.00			
Managing the funding of the capital programme	Finance and Human Resources	Prudential	12,000.00	(12,000.00)			
Total			(6,539,111.46)	6,077,111.46	462,000.00	0.00	0.00

New Allocations							
Scheme	Service Area	Funding Source	18/19	19/20	20/21	21/22	Later Yrs
All Other School schemes	Education & Corporate Parenting	Grant	416,880.40		4,316,914.54		
Legacy Fund	Co-operative Council	Revenue	(50,000.00)				
Safer Routes to Schools	Customer & Neighbourhood Services	Revenue	600,000.00				
Highways & Bridges Capital Maintenance	Customer & Neighbourhood Services	Grant	1,530,000.00				
Every Day Telford -Pride in your Community	Customer & Neighbourhood Services	Revenue	(19,719.65)				
Play Area Surface Improvements	Customer & Neighbourhood Services	Revenue		225,000.00			
Property Investment Programme	Development Business and Employment	Revenue	799,000.00				
Digital Advertising	Commercial Services	Prudential	258,000.00				
Leisure Capital Schemes	Commercial Services	Revenue	130,000.00				
Asset Management Plan - General Works & Surveys	Commercial Services	Prudential		300,000.00	300,000.00	300,000	
Asset Management Plan - General Works & Surveys	Commercial Services	Grant	53,904.00				
Managing the funding of the capital programme	Finance and Human Resources	Capital Receipts	41,000.00	(182,000.00)	(2,014,000.00)		
Managing the funding of the capital programme	Finance and Human Resources	Prudential	(41,000.00)	182,000.00	2,014,000.00		
Total			3,718,064.75	525,000.00	4,616,914.54	300,000.00	0.00

TELFORD & WREKIN COUNCIL**COUNCIL MEETING – 17 JANUARY 2019****SETTING OF THE COUNCIL TAX BASE FOR 2019/20****REPORT OF THE ASSISTANT DIRECTOR: FINANCE & HUMAN RESOURCES (CHIEF FINANCE OFFICER)****LEAD CABINET MEMBER: CLLR LEE CARTER****PART A – SUMMARY REPORT****1. SUMMARY OF MAIN PROPOSALS**

- 1.1 To determine the Council Tax Base for General and Special Fund purposes for the financial year 2019/20.

2. RECOMMENDATIONS

Full Council to approve:

- (i) The calculation of the tax base for 2019/20 as at paragraph 5.8 and Appendix 1
- (ii) In Accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012 (SI 2012:2914), the amount calculated for Telford and Wrekin Council Tax base for 2019/20 for its Special Fund Area shall be as per the appropriate parish amounts detailed in Appendix 1 for the parishes listed in paragraph 5.9.
- (iii) The policy to exempt young people leaving Council care and living within the Borough from Council Tax, detailed in Appendix 2
- (iv) The changes to the council tax premium on empty dwellings, detailed in paragraph 5.5

3. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific priority plan objectives?	
	Yes/No	Setting the council tax base is a legal requirement and is needed to calculate council tax levels for 2019/20 and therefore directly supports the delivery of all Council priorities.

	Will the proposals impact on specific groups of people?	
	Yes/No	Council tax payers
TARGET COMPLETION / DELIVERY DATE	The setting of the Council Tax Base is the first stage in the process of setting the Council Tax for 2019/20. Final recommendations on council tax levels will be presented to Full Council on 28 February 2019.	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes/No	Used in determining the Council Tax to be charged in 2019/20.
LEGAL ISSUES	Yes/No	The legal requirements relating to the setting of the Council tax base are set out in the main body of this report. The Council has a statutory obligation to set the Council Tax Base by 31 January 2019 to enable the level of Council Tax to be then set within the statutory timescales (paragraph 4.2 of this report). In summary the Council has the power and the duty to set the Council Tax Base in the way described in this report.
OTHER IMPACTS, RISKS AND OPPORTUNITIES	Yes/No	
IMPACT ON SPECIFIC WARDS	Yes/No	

PART B – ADDITIONAL INFORMATION

Council Tax Base

- 4.1 In order to determine the appropriate Council Tax levels for the area, it is necessary for the Council to determine the tax base for its area or part of its area. The budget requirements of the various precepting authorities are divided by this figure to arrive at the Band D equivalent level of Council Tax.
- 4.2 The tax base for 2019/20 must be set by Full Council between 1 December 2018 and 31 January 2019 as prescribed by section 8 of the Local Authorities (Calculation of Council Tax Base) Regulations 2012 (SI 2012:2914).

5. COUNCIL TAX BASE INFORMATION

- 5.1 As members will be aware, the Council Tax is a banded capital value based property tax.
- 5.2 The main features of the tax are:-

- Each domestic property is allocated to one of 8 bands depending on its capital value which has been set by the Valuation Office Agency.
- Section 5 of the Local Government Finance Act 1992 sets out the range of property values within each band. Associated Regulations determine the relationship between the tax rates for each band.
- A 25% discount from the full charge is available for single adult households. Certain categories of resident are disregarded in deciding the number of adult residents. These include students, student nurses, youth training trainees, the severely mentally impaired etc. Qualifying criteria must be met before discounts or disregards are allowed.
- A reduction equivalent to one council tax band is available where a resident of a dwelling is disabled and certain facilities are required for meeting the needs of that disabled person. For Band A properties the reduction is equivalent to 1/9th of the Band D Charge so the charge for such a Band A dwelling is 5/9ths rather than the usual 6/9ths for a Band A property.
- Council Tax Support is applied to the council tax base as a discount that varies depending on personal circumstances and this reduces the Council Tax Base. A separate report covering the 2019/20 Council Tax Support Scheme will be presented to Council on 28th February 2019.

5.3 The Council Tax Bands range from A to H and the details are as follows:-

Band	House Value (as at April 1991 prices)	Band D Proportion	Telford & Wrekin Properties Spread	% Increase/ Decrease for 19/20
	£	%	%	%
A	Under 40,000	66.7	34.93	-0.45
B	40,001 – 52,000	77.8	27.09	+0.20
C	52,001 – 68,000	88.9	15.97	+0.18
D	68,001 – 88,000	100.0	11.48	+0.07
E	88,001 – 120,000	122.2	6.22	0.00
F	120,001 – 160,000	144.4	2.84	0.00
G	160,001 – 320,000	166.7	1.40	0.00
H	Over 320,000	200.0	0.06	-0.01

5.4 Care Leavers Exemption

The Council proposes implementing a scheme to exempt young people leaving its care and living within the Borough from Council Tax. Under this policy Care Leavers will receive 100% Council Tax relief.

It is estimated that there are 17 accounts which will benefit from a care leavers discount at a total cost of £4,600.

Details of the policy are included in Appendix 2.

5.5 Empty Dwellings Council Tax

On 1 November 2018 the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 (the 2018 Act) received Royal Assent. It applies to England only.

The 2018 Act amends Section 12 (2) of the Local Government Finance Act 2012 and gives local authorities discretion to charge a greater council tax premium on empty dwellings. Local authorities currently have power to charge a council tax premium of up to 50% on homes that have been unoccupied and substantially unfurnished for two years or more. This is in addition to the usual council tax charge for that property. Telford and Wrekin Council have been charging this additional 50% since April 2013. From 1 April 2019, Local Authorities will be able to charge a premium of up to 100%.

In addition:

From 1 April 2020, the premium can be up to 200% for homes empty for more than five years.

From 1 April 2021, the premium can be up to 300% for properties empty for more than ten years.

It is the Council's intention to make maximum use of this new power in order to encourage owners of properties that have been empty for a long time, some of which can become a focus for anti-social behaviour, to bring them back in to use, either by selling them or by renting them to those searching for accommodation.

There are currently 143 properties which are being charged the 50% premium. An additional 50% premium from April 2019 will generate around £80,000 in council tax (circa. £61k to Telford & Wrekin Council). Additional amounts will be raised to support essential front-line Council services from April 2020 and April 2021 as the empty property premium increases further unless owners bring long term empty properties back in to use.

5.6 Property Base

There are 76,232 properties in the valuation list for the Telford & Wrekin area. This compares with a figure of 75,238 in the list at the same time last year. There has, therefore, been an increase of 994 properties, which equates to an increase of 1.32% reflecting the success of the Council's growth agenda. The assumed rate of collection will remain at 99.25% which reflects the effectiveness of the Council's tax collection arrangements. Total council tax receipts will be approximately £1.380m greater as a result of growth in the tax base which is equivalent to a council tax increase of 2.2% and will help support services provided by the council,

fire service and police service. Overall there has been a decrease in the proportion of Band A and H properties and an increase in Band B, C and D with the largest increase in Band B.

5.7 Council Tax Base

To arrive at the Council Tax Base, it is necessary to undertake the following calculation in respect of each tax band:

Total number of chargeable dwellings
(Less) Dwellings subject to discounts
=
Total equivalent number of properties
x
Ratio to Band D
=
Relevant Amount (Band D Equivalent)

The relevant amounts for each tax band are then aggregated to arrive at the total for the area.

Finally, an estimated Collection Rate needs to be applied to the resultant figure. This has to be common to the whole area and has to provide for amendments to the Council Tax Banding List, appeals against banding, additional discounts and losses on collection. Clearly every effort is taken to vigorously pursue all council tax due to the authority. As mentioned above we will use a figure of 99.25% for 2019/20.

5.8 General Fund Tax Base

This is the estimated council tax base for the whole of the area and will be used by Telford & Wrekin to calculate its General Fund Council Tax levy and also by The Office of the Police and Crime Commissioner for West Mercia and the Shropshire and Wrekin Fire & Rescue Authority to calculate the levy in respect of their precepts.

The tax base for this purpose for 2019/20 is 51,021.7 (including 168.5 for contributions in lieu in respect of MOD properties). Using an estimated collection rate of 99.25% (adjusted for 100% collection of contributions in lieu), **the tax base is calculated as 50,640.3.**

5.9 Special Fund Tax Base

This is the estimated council tax base for the Special Fund area, i.e. those areas where Telford & Wrekin Council provides services which, in other areas, are provided by Town & Parish Councils. These areas are;

- Dawley Hamlets,
- Great Dawley,
- Hollinswood & Randlay,
- Lawley & Overdale,
- Madeley,
- Oakengates,

- St Georges & Priorslee,
- Stirchley & Brookside,
- The Gorge,
- Wellington and
- Wrockwardine & Trench.

The Council Tax Base for each can be found in Appendix 1.

A Special Fund tax will be levied on those parishes that have opted not to take over responsibility for street lighting in their area. These are:-

- Dawley Hamlets,
- Great Dawley,
- Hollinswood & Randlay,
- Madeley,
- Oakengates,
- Stirchley & Brookside,
- The Gorge and
- Wellington.

If any of the other parishes that currently have responsibility for street lighting decide to return these to Telford & Wrekin Council's responsibility then they will also have the additional charge.

The Special Fund Council Tax will be set taking into account the special fund services provided by each individual parish and taking account of the tax base for each parish.

6 PREVIOUS MINUTES

6.1 Council meeting 11 January 2018

7 BACKGROUND PAPERS

Local Government Act 2003

CLG Calculation of Council Tax Base Return (CTB1) October 2014

The Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003

Local Authorities (Calculation of Council Tax Base) Regulations (SI 2012:2914)

Local Government Finance Act 2003

Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018

Report Prepared by

Ed Rushton, Group Accountant: Corporate and Health & Well-Being Finance (01952) 383750

Ken Clarke, Assistant Director: Finance & Human Resources (01952) 383100

Parish	Band D
CHETWYND	259.3
CHETWYND ASTON & WOODCOTE	205.0
CHURCH ASTON	515.7
DAWLEY HAMLETS	2,294.6
DONNINGTON & MUXTON	3,774.2
EDGMOND	546.6
ERCALL MAGNA	584.8
EYTON	39.3
GORGE, THE	1,395.1
GREAT DAWLEY	2,609.2
HADLEY & LEEGOMERY	4,286.9
HOLLINSWOOD & RANDLAY	1,407.5
KETLEY	1,323.0
KYNNERSLEY	78.7
LAWLEY & OVERDALE	3,187.1
LILLESHALL	553.0
LITTLE WENLOCK	243.2
MADELEY	4,169.0
NEWPORT	3,866.4
OAKENGATES	2,429.3
PRESTON	100.4
RODINGTON	376.0
ST GEORGES & PRIORSLEE	3,849.8
STIRCHLEY & BROOKSIDE	2,281.7
TIBBERTON & CHERRINGTON	284.0
WATERS UPTON	397.0
WELLINGTON	6,622.8
WROCKWARDINE	1,446.7
WROCKWARDINE WOOD	1,514.0
	50,640.3

DISCRETIONARY COUNCIL TAX DISCOUNT POLICY



Discretionary council tax discount

The Council has discretion to reduce or remit Council Tax for a particular case or classes of case that is not covered by statute set discounts or exemptions.

In what circumstances will a discount be awarded?

The Council should have defined criteria which will be taken into account when determining an application for discretionary discount. These guidelines seek to set criteria that the Council should take into account when considering applications for a reduction in the amount of Council Tax payable.

The council will consider the following in determining applications:-

- Whether the taxpayer has been forced to vacate or partially vacate the property due to serious damage caused by external environmental factors beyond their control
- Whether the taxpayer has suffered a significant degree of discomfort / inconvenience or upheaval as a result of the change caused by external environmental factors beyond their control.
- Whether the tax payer has experienced exceptional circumstances to be defined and considered on each individual basis
- Whether the tax payer is a care leaver who is between the ages of 18-22. A care leaver is defined as an individual whom Telford and Wrekin Council had a corporate parent responsibility for.

Where a property has been affected the following will be taken into account:

- The extent and nature of damage to the property
- The degree to which the property has been affected
- Whether the property has been vacated
- The type of property e.g. is it a main home, holiday home or second home

Where the tax payer is a care leaver, the following criteria will apply:

- The care leaver will be aged between 18-22, formerly in the care of Telford and Wrekin Council, who then becomes liable for council tax within the Telford and Wrekin borough
- Where the care leaver is solely liable for council tax, they will be entitled to 100% discount after all statutory discounts, exemptions and Council Tax Support have been applied.
- Where a care leaver is jointly liable for council tax, a proportionate award will be made, i.e: if there are two occupiers, a 50% award will be made.
- Where the care leaver is resident but not liable for council tax, no discount will be awarded.
- No discount will be awarded where the care leaver of another local authority is living within the Telford and Wrekin borough.
- No discount will be awarded for care leavers for Telford and Wrekin Council who move outside of the Telford and Wrekin area.

How will a decision be made?

Each case will be considered on its merits however, with the exception of care leavers, the following criteria should be met for each case:

- The Council Tax payer's financial circumstances will be taken into account
- All entitlement to Council Tax Support, discounts and exemptions must be applied prior to consideration of an application.
- With the exception of care leavers, the Council must be satisfied that the Council Tax payer has taken all reasonable steps to resolve their situation prior to making the application.
- The Council's finances will allow for a reduction to be made.

Applications for discretionary discount must be made in writing from the tax payer, their advocate/appointee or a recognised third party acting on their behalf by completing a discretionary discount application form, and outlining the reasons why a discount should be awarded. The applicant should explain the impact of not awarding a discount.

The applicant should specify the amount of discount they wish to apply for being claimed.

Council Tax will remain payable as demanded whilst applications are being considered.

Amount of award

A maximum of 100% Council tax will be awarded.

Period of award

Awards of discretionary discount will be time limited for a maximum period of 12 months, or less if the property becomes fully habitable. The level of award can be altered following a review period or where there is a change in circumstances during the award period.

Care leaver discounts will be awarded up to the care leavers 22nd birthday.

Appeals

All unsuccessful applications will receive a letter detailing the reasons why their application has not been successful. If the Council Tax payer is dissatisfied with this decision, they can appeal in writing to:

Revenues and Benefits
PO Box 249
Addenbrooke House
Telford
TF3 4LP

An appeal should be received in writing within 4 weeks of the date of the decision regarding the award or refusal of a discretionary relief. The appeal letter should state the reasons for the appeal and also provide any additional supporting information which may assist the decision maker in support of the appeal.

Appeals can be submitted against awards which have been refused or the level of discretionary rate relief awarded where a partial awarded has been granted.

Appeals will be dealt with by an Assistant Director and the decision will be notified to the appellant within 14 days of a decision being made.

Where the taxpayer remains dissatisfied with the decision, the appeal route is by way of Valuation Tribunal.

Council tax remains payable whilst applications are being considered.