

CABINET

Decision Notices and Minutes of a meeting of the Cabinet held on Tuesday, 15th September, 2009 at 5.00 p.m. at the Civic Offices, Telford

PUBLISHED ON MONDAY, 21st SEPTEMBER, 2009

(DEADLINE FOR CALL-IN THURSDAY, 24th SEPTEMBER, 2009)

PRESENT: Councillors A.J. Eade (Leader and Chairman), S. Bentley, S.P. Burrell, E.J. Carter, M.B. Hosken, S.M. Kelly, A. Lawrence and J.M. Seymour

ALSO PRESENT: Councillors R.K. Austin, G.M. Green and V.Tonks (Opposition Group Leaders)

CB-57 MINUTES

RESOLVED – that the minutes of the meeting of the Cabinet held on 21st July, 2009 be confirmed and signed by the Chairman.

CB-58 APOLOGIES FOR ABSENCE

None

CB-59 DECLARATIONS OF INTEREST

Councillor S.P.Burrell declared a personal and prejudicial interest in Agenda item 17 – Re-provision of Low-Level Preventative Support Service, and stated that he would leave the meeting for this item.

Councillor R.K Austin declared a personal interest in Agenda item 12 in relation to his role as Governor of Sutherland School.

CB-60 PLANNING OF SCHOOL PLACES: BOROUGH TOWNS INITIATIVE – SPORTS AND LEARNING COMMUNITY

Key decision identified as **School Organisation/Capital Financing** in the Forward Plan published on 14 August 2009.

Resolution d) below is a decision for Council – not subject to Call-in

Councillor S.P Burrell, Cabinet Member for Children & Young People, and Councillor M.B. Hosken, Cabinet Member for Leisure & Culture, presented the joint report of the Head of Property & Design, the Head of Commissioning for Leisure & Culture and the Head of BSF, Resources & Social Regeneration: C&YP, which set out a number of changes to the Outline Business Case for the transformation of 11-18 learning in the Borough through the Building Schools for the Future (BSF) programme. Formerly known as Campus Telford & Wrekin, it was proposed that the programme locally be renamed as Borough Towns Initiative – Sports & Learning Community (BTISLC). By

working together under the Borough Towns Initiative, it was expected that far more could be created and achieved.

The Outline Business Case (OBC) approved in November 2008 had envisaged a remodelling of Phoenix School, Dawley. However, since then additional funding had been identified which could be used to support the rebuild (as opposed to remodelling) of the School. Three options for a rebuild had been identified – two on the present site, and a third on a site adjacent to Dawley High Street. The latter site had the benefit of improved vehicular access and the ability to introduce indoor leisure facilities into the centre of Dawley, and would allow a closer tie with the Council's wider strategy for the regeneration of Borough Towns. A feasibility study was being undertaken to assess possible implications on timescale, cost and benefits of all options, with a final analysis to be presented to the BTISLC Project Board. The preferred option would be tested with a range of stakeholders ahead of submitting an outline planning application.

The OBC included proposals for community and school sports facilities at each of the identified sites, underpinned by a Sports Facility Framework approved in December 2007. The report detailed the work that was currently being undertaken to identify further opportunities for new specialist facilities within each sports and learning community. This included an opportunity to develop an indoor community tennis centre at the Hadley Learning Community. The Lawn Tennis Association (LTA) had agreed in principle to support the project, and regarded it as a key part of their capital programme for 2010/11. The Council now had to submit a detailed Stage 2 funding application to the LTA demonstrating that the project was deliverable.

The report also updated Members on the procurement of a framework contractor for the sample scheme at Abraham Darby Sports & Learning Community. Designs had been received from two construction companies, which would be subject to a robust evaluation process. A preferred bidder would be announced later in the year.

A number of Members spoke of the exciting proposals and opportunities for sustainable sports and leisure facilities across the whole Borough. It demonstrated joined-up thinking across the Council, and provided a template for the way in which the national BSF programme could be successfully localised. In questions to the Cabinet Members, Cllr R.K. Austin sought reassurances that any sporting/leisure facilities located within Learning Communities would be available to the public at convenient times outside school hours, and Cllr G.M. Green referred to the need to inform local communities of the timescales for the delivery of these projects. In response, the Cabinet Member for Children & Young People advised that it was intended that sports and leisure facilities would be available for wider use at the times people wanted to use them. He also referred to the Annex in the report showing the indicative construction programme for the BTISLC projects.

RESOLVED –

- (a) that the renaming of the programme from Campus Telford & Wrekin to Borough Towns Initiative – Sports and Learning Community (BTISLC) be approved;
- (b) that the Phoenix School (part of the Dawley Sports & Learning Community) be approved as a new-build school on a site to be agreed by the BTISLC Project Board (formerly BSF Project Board) or Corporate Director: Children & Young People, in consultation with the Cabinet Members for Children & Young People and Regeneration;
- (c) that the proposals to add an indoor tennis centre on land adjacent to the Hadley Learning Community site be approved, and that authority be delegated to the Corporate Director: Adults & Community Wellbeing, in consultation with the Cabinet Member for Leisure & Culture, to submit a Stage 2 funding application to the Lawn Tennis Association in December 2009;
- (d) that COUNCIL BE RECOMMENDED to approve a total capital budget of £1.66m, being £1.16m co-location grant funding allocated from the DCSF and the balance from the Lawn Tennis Association in respect of the facility above;
- (e) that the proposals for the provision of a network of Borough-wide Community Leisure facilities as part of the Council's commitment to creating a Sport and Learning Community, as outlined in paragraph 5.2 of the report, along with the ongoing engagement with national sports governing bodies in relation to these proposals, be approved;
- (f) that the progress of the procurement of a framework contractor for the sample scheme at Abraham Darby Sport and Learning Community be noted.

**CB-61 FINANCING OF TELFORD & WREKIN MAINTAINED
SCHOOLS 2009**

Key decision identified as **School Organisation/Capital Financing** in the Forward Plan published on 14 August 2009.

Councillor S. Burrell, Cabinet Member for Children & Young People, presented the report of the Head of BSF, Resources & Social Regeneration (C&YP) that informed Members of amendments to the Scheme for Financing Telford & Wrekin Schools. A copy of the Scheme was available in the Members' Room.

The Council was required under the legislation and regulations laid down by the Department for Children, Schools and Families to have in place a scheme

which laid out the financial relationship between the Authority and the schools it maintained, and the financial framework within which both partners would work. There had been changes to section 4.2 of the Scheme concerning the control of surplus balances. These were intended to clarify the requirements of the annual survey, whilst preventing schools from artificially circumventing the arrangements. The changes had been discussed and agreed with the Schools Forum.

In addition, section 2 of the Scheme advised that in managing their delegated budgets, schools must abide by the Authority's requirements on financial controls and monitoring.

RESOLVED – that the Scheme for Financing Telford & Wrekin Schools 2009 be approved.

**CB-62 UPDATED ANNUAL GOVERNANCE STATEMENT 2008/09
FOLLOWING THE AUDIT OF ACCOUNTS BY KPMG**

Non Key decision

Councillor A. Lawrence, Cabinet Member for Resources, presented the report of the Interim Corporate Director: Resources, concerning a minor amendment to the Council's Annual Governance Statement 2008/09 following the audit of the accounts by the External Auditors – KPMG.

The External Auditors had recommended changes to paragraph 5.18 of the Statement, and these were shown in the Appendix to the report. The changes were requested to reflect more clearly the results and comments from the Ofsted review of Children's Services in late 2008. The revised Statement would be signed by the Leader and Chief Executive and then included in the audited 2008/09 accounts being presented to the Audit Committee for approval.

RESOLVED – that the updated Annual Governance Statement 2008/09, as shown at Appendix A of the report, be approved.

CB-63 MEMBER DEVELOPMENT STRATEGY

Non Key Decision

Councillor A. Lawrence, Cabinet Member for Resources presented the report of the Head of Legal Services that sought approval for the Member Development Strategy. The draft Strategy document was appended to the report.

The Strategy had been developed by the cross-party Member Development Steering Committee based upon the standards and best practice set out in West Midlands Development Charter. It was intended to provide a consistent framework within which learning and development opportunities for Members could be planned, delivered, monitored and evaluated. The Strategy would

provide a 'route map' to support all Members in accessing learning and development at an appropriate level delivered through a range of methods.

By implementing the Strategy, the Council would be well placed to equip all Members with the essential skills and knowledge to carry out their roles effectively, whilst ensuring this provided value-for-money and improved the performance of the Council. The implementation of the Strategy would be integral to the achievement of the West Midlands Member Development Charter.

RESOLVED - that the Member Development Strategy, as shown at Appendix A of the report, be approved.

CB-64 AMENDMENTS TO REPRESENTATION ON OUTSIDE BODIES 2009/10

Non-Key Decision.

The report of the Head of Legal Services requested approval for an amendment to an appointment made to the Local Government Association's (LGA) Rural Commission.

At its meeting on 23 June 2009, Cabinet approved the appointment of Councillor T.J. Hope and the Newport and Rural Locality Manager as the Council's two representatives on the LGA Rural Commission. The Leader had requested that he be appointed to the Commission in place of the Officer.

RESOLVED – that Councillor A.J. Eade be appointed as the Council's representative on the Local Government Association Rural Commission in place of the Newport & Rural Locality Manager.

CB-65 DEVELOPING FOOTBALL WITHIN THE COMMUNITY: JOINT DEVELOPMENTS WITH AFC TELFORD UTD – part 1

Non-Key Decision

The Chairman welcomed Ian Dosser and Ian Tyrer from AFC Telford Utd to the meeting, and invited them to take part in the discussion of this item.

Councillor M.B. Hosken, Cabinet Member for Leisure & Culture, presented the report of the Head of Commissioning for Leisure & Culture that outlined the current position with regards to joint proposals with AFC Telford Utd.

As part of the Borough Towns Initiative - Sports & Learning Community Programme (BTISLC), an opportunity had arisen to continue dialogue with one of the key partners, AFC Telford United. These discussions had focussed on maximising the utilisation of sites in and around the stadium, the long-term aspirations of the Club for sustainable growth and progression towards Football League status, and the development of existing and future community projects. Council owned facilities under consideration included the

stadium itself, the adjacent learning centre, Bucks Head pub and associated land, and the Haybridge Road garage site. This would hopefully lead to the site and its facilities being secured for the future benefit of the whole community. A considerable amount of work needed to be undertaken before any proposals could be finalised, and a further report to Cabinet would be submitted in due course.

Ian Dosser welcomed the Cabinet Member's comments, and emphasised that they were keen to develop both the Club and the community facilities for the public. In many ways it was an under-used site, and they were keen to explore ways in which the benefits to the community could be maximised.

Members wholeheartedly welcomed the opportunity to develop the site in a holistic way, and to work with a key partner to achieve shared ambitions.

RESOLVED –

- (a) **that delegated authority be granted to the Head of Commissioning for Leisure, following consultation with the Cabinet Member for Leisure & Culture, to develop proposals in conjunction with AFC Telford United for those sites identified within the report, with the aim of maximising wider benefits for the community of Telford & Wrekin as a whole as well as securing the future of national league football in Telford;**
- (b) **that delegated authority be granted to the Head of Commissioning for Leisure, following consultation with the Cabinet Member for Leisure & Culture, to enter into negotiations with relevant owners and occupiers of the sites affected;**
- (c) **that it be noted that further reports will be submitted to Cabinet for approval once proposals for these sites have been fully developed;**
- (d) **that any proposed development will be considered as part of the Sports and Learning Community programme, part of the Borough Towns Initiative.**

CB- 66 EXCLUSION OF PRESS AND PUBLIC

RESOLVED - that the press and public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

CB-67 DEVELOPING FOOTBALL WITHIN THE COMMUNITY: JOINT DEVELOPMENTS WITH AFC TELFORD UTD – part 2

Non Key Decision

Councillor M.B. Hosken, Cabinet Member for Leisure & Culture, presented the report of the Head of Commissioning for Leisure & Culture which was an extension to the previous report dealt with before the exclusion of the public and press from the meeting.

Further to the aspirations for both the Football Club and for the wider benefits for the whole community, the report detailed an additional site which it was hoped could be acquired as part of the joint proposals with AFC Telford. Information was provided on the negotiations that had previously taken place with the owners of this site, and on what matters needed to be resolved.

Members expressed support for the proposed course of action.

RESOLVED –

- (a) that delegated authority be granted to the Head of Commissioning for Leisure, in consultation with the Cabinet Member for Leisure, to appoint an appropriate agent to enter into negotiations with the owners of the site referred to in the report;**
- (b) that it be noted that further reports will be submitted to Cabinet for approval once a proposal for the acquisition of the site has been fully developed;**
- (c) that any proposed development will be considered as part of the Sports and Learning Community programme, part of the Borough Towns Initiative.**

CB-68 PLANNING OF SCHOOL PLACES: BOROUGH TOWNS INITIATIVE – SPORTS & LEARNING COMMUNITY (FORMERLY CAMPUS TELFORD & WREKIN) – LAND ISSUES

Key decision identified as **School Organisation/Capital Financing** in the Forward Plan published on 14 August 2009.

Councillor S.P Burrell, Cabinet Member for Children & Young People, and Councillor M.B. Hosken, Cabinet Member for Leisure & Culture, presented the joint report of the Head of Property & Design, the Head of Commissioning for Leisure & Culture and the Head of BSF, Resources & Social Regeneration: C&YP, which dealt with a number of land issues in relation to progressing the previously agreed Outline Business Case for the Borough Towns Initiative - Sports & Learning Community (formerly Campus Telford & Wrekin).

The report set out proposals for the disposal of land and buildings at the existing Madeley Court, Sutherland and Wrockwardine Wood Schools/Colleges, once they had re-located to new sites as part of the BTISLC programme. It also recommended the acquisition of an area of land at Priorslee as a suitable site for the relocation of Wrockwardine Wood Arts College.

Members were provided with detailed information on the legal and financial issues regarding the disposal and acquisition of these sites, including the capital receipts likely to be generated and the utilisation of those receipts to fund replacement school buildings, community sports and leisure facilities.

RESOLVED –

- (a) that the land at Madeley Court, Sutherland and Wrockwardine Wood Schools be disposed of in accordance with terms to be agreed by the Head of Property & Design, and the capital receipt be utilised to fund replacement school buildings, community sports and leisure facilities;**
- (b) that an area of land at Priorslee be purchased to enable the relocation of the Wrockwardine Arts College in accordance with terms to be agreed by the Head of Property & Design;**
- (c) that the Head of Legal Services be authorised to agree and execute all necessary documentation.**

CB-69 IMPROVING THE KERBSIDE RECYCLING SERVICE

Key Decision identified as **Improving the Kerbside Recycling Service** in the Forward Plan published on 14th August 2009.

Councillor S. Bentley, Cabinet Member for Environment, presented the report of the Head of Planning & Transport, which sought approval to amend the service currently provided in relation to plastics recycling.

The Authority currently provided 61 plastic recycling banks across the Borough. Take-up of the banks had been lower than expected, leading to higher than expected unit costs. In the light of this, the contractor – Telford & Wrekin Services – had been asked to review the service in order to provide better value for money. Their proposal was to remove the majority of the plastics recycling banks, and to introduce mixed plastic collections into the current kerbside service. The contractor would need to make investment in differently designed vehicles, and therefore was seeking an extension to the existing contract in order to make that investment in change worthwhile. The proposal would be undertaken at the same cost to the Authority as the provision of recycling banks.

The report set out in detail the benefits and risks associated with the contractor proposal, along with the environmental implications. The Head of

Planning and Transport advised that there were clearly benefits to the proposal, but that Members needed to be aware of the legal issues (as set out in the report) around any contract variations and extension.

Members welcomed the proposal to introduce kerbside recycling of plastics, for which there was a clear demand from residents. In response to a question about how the plastic would be collected, the Cabinet Member advised that collections would be in large plastic bags rather than another collection box/bin.

RESOLVED –

- (a) that the proposed changes to the kerbside recycling service be approved;**
- (b) that the extension of the kerbside service contract by two years be approved;**
- (c) that delegated authority be given to the Head of Planning & Transport to negotiate the details of the proposed changes and contract extension with Telford & Wrekin Services, in consultation with the Cabinet Member for Environment;**
- (d) that delegated authority be given to the Head of Legal Services to execute all necessary documentation to give effect to the recommendations contained in the report, subject to the agreement of satisfactory terms.**

CB-70 SUTTON HILL LOCAL CENTRE – REDEVELOPMENT PROPOSALS

Key Decision identified as **Sutton Hill Regeneration** in the Forward Plan published on 14 August 2009.

Councillor E.J. Carter, Cabinet Member for Regeneration, presented the report of the Head of the Integrated Housing Project which sought approval to a range of measures to enable the regeneration of Sutton Hill local centre to be taken forward.

Following approval in June 2009 by Cabinet of a jointly funded approach to the redevelopment of Sutton Hill local centre, detailed design work was underway to enable local residents to be consulted on the proposals. Redevelopment of the local centre had been identified by local people as a key priority for the improvement of their estate. The Council owned most of the land that was required to enable the proposed redevelopment to take place. However, the Council would need to acquire a number of properties adjacent to the local centre, along with possible acquisition of the site of the former Red Admiral public house. The proposals included provision of new housing, both affordable and for sale. However, due to market conditions, the new housing might not come forward straight away, and it was suggested that

the properties acquired by the Council be available for short-term use until such time as they were required for subsequent redevelopment. The Cabinet Member advised that other proposals, such as a Link Road to Madeley, were up for discussion, but that nothing would proceed without the agreement of local people.

The report set out the detailed financial and legal implications arising from the redevelopment proposals.

RESOLVED –

- (a) that the proposals for the redevelopment of Sutton Hill local centre be noted;
- (b) that the Head of Property & Design be authorised to negotiate with the owners of the site of the former Red Admiral public house with a view to the acquisition of the site;
- (c) that the Head of Property & Design be authorised to negotiate with the owners of the properties affected by the development proposals, with a view to their acquisition;
- (d) that Officers be authorised to work with local housing providers to ensure that houses acquired are available for short-term use if they are not required for immediate re-development;
- (e) that the Head of Legal Services be authorised to initiate the preparation of a Compulsory Purchase Order (CPO), and take all associated steps, in respect of the properties required to implement the scheme for the redevelopment of Sutton Hill local centre, and to note that any recommendation to make a CPO will be subject of a further report;
- (f) that the Strategic Housing Manager be authorised to commence the drawing up of detailed designs, the making of a planning application for the local centre scheme and the tendering of the infrastructure scheme;
- (g) that any impact on PIP rentals from the final retail development proposals be incorporated in the 2010/11 Service & Financial Planning Strategy.

CB-71 WOODSIDE REGENERATION PROJECT – NORTH WOODSIDE PHASE 1

Key Decision identified as **Woodside Regeneration** in the Forward Plan published on 14 August 2009

Councillor E.J. Carter, Cabinet Member for Regeneration, presented the report of the Corporate Director: Environment & Regeneration which set out

details of the scope and procurement of the next phase of the Woodside Regeneration Project. Following Legal advice, a small amendment to recommendation 2.5 in the report was required.

North Woodside would form the third phase of environmental improvement activity carried out by the Woodside Project, designed to address the problems created by the Radburn layout of the estate. Due to the number of properties in North Woodside, it was proposed that improvement works take place in two phases, with the first phase comprising Wildwood and Woodrows. The proposed scheme would comprise some property acquisition (for demolition and redevelopment), new build housing and a range of environmental improvement works. A significant number of properties were in the ownership of a Registered Social Landlord, and opportunities for a development partnership were being explored. The proposals also included bringing Rough Park House, a derelict, Grade II property in the north east corner of Wildwood, back into use.

The report set out the detailed financial and legal implications arising from the redevelopment proposals. This included the funding of the Phase 1 scheme, which would need full Council agreement. The Homes and Communities Agency had offered £4.25million as match funding for the project, and a Funding Agreement was in the process of being prepared.

Members welcomed the continuing re-development of Woodside, and the opportunities to improve the quality of life for residents.

RESOLVED –

- (a) that the scope of works proposed for Wildwood and Woodrows as the first phase of improvements to North Woodside be approved;**
- (b) to RECOMMEND to COUNCIL that a capital approval for £6.479m be granted in respect of North Woodside Phase 1, including approval of an additional £207k of Council funding from the New Growth Point Social Housing allocation, and agreement to receive a contribution of £4.25m from the Homes & Communities Agency (HCA);**
- (c) that subject to full Council approval above, authority be delegated to the Strategic Housing Manager to negotiate and finalise the terms of the Funding Agreement with the HCA, in consultation with the Cabinet Member for Regeneration, and that the Head of Legal Services be authorised to execute the Funding Agreement once finalised;**
- (d) that the Head of Property & Design be authorised to negotiate with property owners affected by the development proposals, with a view to their acquisition; and that the Head of Legal Services be authorised to complete the purchase of those properties by agreement;**

- (e) to endorse any action by the Head of Planning & Transport to serve a Repairs Notice under Section 48 of the Planning (Listed Buildings and Conservation Areas) Act 1990 on the owner of Rough Park House, requiring him to carry out the necessary works for the proper preservation of the building and, in the event of non-compliance with this notice within two months, to begin compulsory purchase procedures under Section 47 of the Act and the Acquisition of Land Act 1981;
- (f) that the procurement of design and contract management services for a range of environmental improvement works in Wildwood and Woodrows, as set out in paragraphs 5.13 and 5.14 of the report, be approved;
- (g) that the issue of tenders to undertake environmental improvement works in Wildwood and Woodrows, as set out in paragraphs 5.13 and 5.14 of the report, be approved.

CB-72 THE RE-PROVISION OF SERVICES FOR CHILDREN IN CARE

Key Decision identified as **Re-provision of Services for Looked After Children** in the Forward Plan published on 14 August 2009.

Councillor S.P. Burrell, Cabinet Member for Children & Young People, presented the report of the Corporate Director: Children & Young People which set out proposals for the closure of Dodmoor Grange at Randlay, the one remaining Local Authority Children's Home, as part of re-provision plans for services for children in care with complex needs.

The Placement Commissioning Strategy for Children in Care had recently been updated, and there was a clear view that young people should not be institutionalised unless absolutely necessary. The re-provision of services included increasing the number of local foster care places and providing increased placement stability. It was considered that the Home was ill-suited to meet the needs of young people who needed residential provision. The report outlined the implications for the current residents and staff at Dodmoor Grange, and also made proposals for the disposal of the property and the use of the capital receipt to support the Council's capital programme.

Councillor R.K Austin made reference to the greater use of privately-run care placements in a residential setting, and what frequency such facilities were inspected. The Cabinet Member advised that it was the responsibility of OFSTED to inspect private care facilities, and that these establishments were subject to the same level and frequency of inspections as local authority ones.

RESOLVED –

- (a) that the closure of Dodmoor Grange, Randlay be approved;

- (b) that authority be delegated to the Corporate Director: Children & Young People, following consultation with the Cabinet Member for Children & Young People, to agree the date of the closure;
- (c) that the use of a proportion of the revenue savings, as detailed in the report, from the closure of Dodmoor Grange to support the Authority's Family Placement and family support functions be approved;
- (d) that the Head of Property & Design be authorised to negotiate a sale of the property, and that any capital receipts be used to support the Council's capital programme.

CB-73 RE-PROVISION OF LOW LEVEL PREVENTATIVE SUPPORT SERVICE

Key Decision not in the Forward Plan (taken with the consent of Chairman of the Scrutiny Leadership Board, in accordance with paragraph 2.7 of the Cabinet Decision Procedure Rules as set out in Part 4, Section 4 of the Constitution).

Councillor J.M. Seymour, Cabinet Member for Adult & Consumer Protection, presented the report of the Interim Corporate Director: Adults & Community Wellbeing which informed Members of a re-tendering service for the provision of a Low Level Preventative Support Service.

The aim of this service was, through the provision of low level support, to delay or prevent more intense levels of care intervention for older people, thereby helping them to remain independent in the community for longer. The contract with the current service provider was due to expire on 31 December 2009. A tendering exercise for a new three year contract had been undertaken, based on a revised Service Specification, shaped by feedback from service users,. Details of the tendering process and tender evaluation were set out in the report.

RESOLVED –

- (a) that the award of tender for the Low Level Preventative Support Service, following the competitive tendering process, be endorsed;
- (b) that a three year contract (with the option to extend for two years) be awarded to Telford & Wrekin Council's Building Cleaning Services in accordance with the Council's Constitution, and that appropriate contractual documentation be entered into, subject to the terms and conditions recommended by the Head of Legal Services;

- (c) that authority be delegated to the Head of Legal Services for the Common Seal of the Council to be affixed to the resulting contractual documentation, as is appropriate under Article 14.06 of the Constitution.

The meeting ended at 6.24 p.m.

Signed for the purposes of the Decision Notices

**Jonathan Eatough
Head of Legal Services
Date: 21 September 2009**

Signed:

Date:

TELFORD & WREKIN COUNCIL

CABINET – 13th OCTOBER 2009

REVISION OF LOCAL DEVELOPMENT SCHEME

REPORT OF HEAD OF PLANNING & ENVIRONMENT

1. PURPOSE

- 1.1 The Council's revised 2009 Local Development Scheme (LDS) was approved by Cabinet on 21 July 2009 for submission to the Secretary of State. The LDS comprises the Council's programme for development plan preparation and list of "saved policies".
- 1.2 The proposed LDS, with minor modification, has been approved by Government Office West Midlands on behalf of the Secretary of State and now requires Cabinet approval in order to be brought into effect.

2. RECOMMENDATION

- 2.1 **That the Cabinet adopt the Local Development Scheme 2009/2012 as attached as Appendix 1 to this report and that it shall therefore have effect from 13 October 2009.**

3. SUMMARY

- 3.1 The Council is required by the Planning Act and Regulations to publish a Local Development Scheme (LDS), providing a 3 year programme for the preparation of LDF development plan documents and list the planning policies for the area.
- 3.2 A revision has been proposed streamlining documents to be prepared, including to accelerate work on a planning framework for South Telford and to commence an early Core Strategy review during next year.
- 3.3 Following Cabinet on 21 July, the revised LDS was submitted to Government Office for agreement. This agreement has been received, following minor amendment and this report seeks approval of the revised LDS attached as Appendix 1.

4. PREVIOUS MINUTES

- 4.1 Cabinet 16 April 2007, Item 5, Local Development Framework, Local Development Scheme, 2007
- 4.2 Cabinet 21 July 2009, Item 5, Revision of Local Development Scheme

5. INFORMATION

- 5.1 The LDS requires Government Office West Midlands approval on behalf of the Secretary of State. It is also noted that the key milestones set out in the LDS are used by Government to assess a Planning Authority's performance and have been used in calculating the level of Housing & Planning Delivery Grant (HPDG) awarded to the Council.
- 5.2 The revised programme better reflects the Council's updated priorities with regard to South Telford and regeneration and sees an early Core Strategy Review in response to the housing delivery agenda. It will allow greater focussing of resources by streamlining the previous programme. The key proposals are:
- Commence preparation of a revised Core Strategy to provide a strategic framework to 2026);
 - Accelerate work on South Telford;
 - Land Allocations DPD preparation to be prioritised until Core Strategy review begins in order to ensure that the current Core Strategy can be implemented and that a supply of housing land is maintained;
- 5.3 Following Government Office advice in August, a series of minor amendments to the proposed LDS were agreed by the Head of Planning and Transport in consultation with the Cabinet Member for Environment. These comprise small changes to the document timescales (lengthening programmes by 2 months) and wording used (use of the terms "Commencement" and "Publication").
- 5.4 The Secretary of State has now advised by letter that, in accordance with the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008, the Council's proposed Local Development Scheme can be brought into effect. Regulation 11(1) requires that the Council must now specifically resolve that the LDS be brought into effect and specify in its resolution the date from which the revised LDS shall have effect The revised LDS as approved by Government Office is attached as Appendix 1 to this report.
- 5.5 The revised programme is shown in full in the LDS where a detailed Risk Assessment is also included.

6. CONSULTATION

- 6.1 Consultation has been undertaken with the Cabinet Member for Environment; with members of the Development Plans Steering Group (an advisory non-decision-making all party Member group) (on 6 July and 15 Sept) ; and with the LDF Project Board (this comprises senior officers across the Council) (on 24 June and 3 Sept).

7. EQUALITY AND DIVERSITY

- 7.1 No equality and diversity considerations have been identified. An aim of the new planning legislation is to ensure that all sections of the community have the opportunity to engage in the development of planning policies. The Council has produced a Statement of Community Involvement which sets out the standard for consultation for all planning issues and a LD Scheme that lists all the documents that will make up the LDF and the timetable for their production.

8. ENVIRONMENTAL IMPACT

- 8.1 A detailed Sustainability Appraisal (SA) of all DPDs and SPDs must be undertaken as an integrated part of their preparation. This uses a SA Framework in order to consider the environmental, social, economic and natural resource implications of the draft policies and proposals. It results recommendations that can be addressed through changes to the documents being prepared.

9. LEGAL COMMENT

- 9.1 The powers and processes enabling the Council to revise a Local Development Scheme are contained in the relevant planning legislation. As with the original Scheme, any suggested revisions must be submitted to the Secretary of State before they can be brought into effect. The Secretary of State has power to direct the Council to make such amendments to the revisions as he/she thinks appropriate. Essentially, any direction from the Secretary of State must be complied with before the Council can resolve to bring the revised Scheme into effect.

10. LINKS WITH CORPORATE PRIORITIES

- 10.1 The LDF is the spatial delivery plan for the Community Strategy. Its seeks to put in place planning policies to deliver Vision 2021 and in particular will contribute to the Priority Plan for Maintaining a High Quality and Sustainable Environment (Sustainable Housing Development and Sustainable Development / Enhancing the Natural Environment Sub priorities). The changed approach to Land Allocations DPD will more effectively contribute to the Economy Priority Plan Sub Priority 6 Physical Regeneration in the New Town Estates.

11. FINANCIAL IMPLICATIONS

- 11.1 The preparation of development plans in line with the approved Local Development Scheme can be delivered from within existing staff resources, and sources of funding have been identified within the approved budget.
- 11.2 It is a requirement of the Local Development Scheme approval process that all Development Plans are examined in public. Recent experience of similar examinations indicates that the cost of examination for each Development Plan is in the region of £150,000. There is sufficient provision within the corporate budget allocation and portfolio reserves to fund the costs of public examinations

in 2009/10. However, there is currently no allowance within the Council's budget framework for future years for public examination costs. Budget approval will be sought for the funding of these examinations as timelines and costings become more fixed.

12. WARD IMPLICATIONS

- 12.1 In providing the programme for preparing a planning framework for development across the borough the Local Development Scheme will have implications for all residents.

BACKGROUND PAPERS

Telford and Wrekin Local Development Scheme August 2007

Report prepared by M. Wedderburn, Development Plans Team Leader, Tel: 01952 384246



Telford & Wrekin

C O U N C I L

**Local Development Scheme
2009 – 2012**

October 2009

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1. Introduction

The Local Development Framework is a folder of planning documents covering a range of topics and prepared at different times. The Local Development Scheme (LDS) contains the programme for this. It sets out a three year plus programme for the preparation of LDF documents, including timetables that will tell people when the various stages in preparation of a particular document will be carried out. It also provides a starting point for the public to find out what the planning policies are for an area. The Council is required by Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008 to publish the LDS.

This LDS supersedes the previous document of August 2007 and covers the period June 2009. – June 2012. It reflects the adoption of the Core Strategy and progress made on other documents since; the revisions to the work programme required as a result of the changing regulations relating to the preparation of DPDs introduced in 2008; and the priorities of the Council. It sets out a revised programme that responds to local priorities in a more streamlined and resource efficient way. In particular, it is proposed to accelerate work on a planning framework for South Telford (incorporated with site allocations work elsewhere) and to commence an early Core Strategy review during 2010.

This LDS was approved by The Council's Cabinet on 21 July 2009 and took effect, following Secretary of State approval, on 27 August 2009. It is also published on the Council's website: www.telford.gov.uk

The remainder of this document comprises a number of sections. These include: an overview of the structure of national, regional and local planning policy; LDF preparation in Telford and Wrekin including performance against the timetables set out in 2007 LDS and most critically the proposed programme for 2009 – 2012. A risk assessment is provided and appendices include the Council approach to Supplementary Planning Documents and to "saved" policies.

While there is no formal public consultation process, views on the LDS are welcome and should be directed to the Development Plans Team at the address on the inside front cover.

2. Planning in Telford and Wrekin

Regional Planning Policies

The strategic guidance for TWC is provided by the Regional Spatial Strategy (RSS) for the West Midlands. Part of the statutory development plan for Telford and Wrekin, it contains policies to apply to development and to be taken into account in preparing the Council's LDF. LDF documents are required to be in general conformity with RSS.

The responsibility for the production of the RSS presently lies with the West Midlands Regional Assembly, but is intended it move to the Regional Development Agency in April 2010. RSS review is being undertaken in 3 parts:

- Phase 1 relating to the Black Country has been completed;
- Phase 2 includes housing, employment, waste, retail and centres and is currently at examination in public (spring / summer 2009);
- Phase 3 is at an early stage of preparation and will deal with rural development; gypsies and travellers; culture, sport and tourism; environment and minerals.

Shropshire and Telford & Wrekin Joint Structure Plan 1996-2011

Policies within the Joint Structure Plan have formed part of the local Development Plan since November 2002. By Direction of the Secretary of State in September 2007, a number of Structure Plan policies ceased to form part of the Plan, whilst others were 'saved', until expressly replaced by new Local Development Framework policies. The list of 'saved' Structure Plan policies that form part of the Development Plan is contained in Appendix 3.

Shropshire and Telford & Wrekin Minerals Local Plan 1996-2006

Adopted in April 2000, a number of policies within the Minerals Local Plan remain part of the local Development Plan following Secretary of State Direction in September 2007. The list of 'saved' Minerals Local Plan policies that form part of the Development Plan is contained within Appendix 3.

Telford and Wrekin Council planning policies

The Council's planning policies are contained in the following documents:

- **Core Strategy** -The Core Strategy Development Plan Document (DPD) was adopted in December 2007 and is part of current statutory development plan for Telford and Wrekin. This is the key strategic LDF document that sets out the vision and spatial development strategy for the area and for subsequent DPDs to follow. Further DPDs are under preparation including a Land Allocations DPD.

- **Saved policies** - The Wrekin Local Plan was prepared in the mid / late 1990s, adopted in February 2000, and had an end date of 2006. In September 2007 certain policies were formally "saved", recognising that they were consistent with national policy and up-to-date. Whilst not part of the LDF these policies remain in force and form part of the development plan (all other Local Plan policies were discontinued at this date). A list of current saved policies is provided in Appendix 3.
- **Central Telford Area Action Plan (Central Telford AAP)** - This is at an advanced stage of preparation. At successful adoption this document would also form part of the development plan. Please note it is expected that further Wrekin Local Plan policies will be superseded on adoption of the Central Telford AAP.
- **Supplementary Planning documents (SPD)** - These are supporting guidance documents that cover a wide range of planning considerations in more detail. They are not part of the statutory development plan, although they are part of the LDF. Two completed SPD are in place as part of the Telford and Wrekin LDF:
 - Design for Community Safety (July 2008)
 - Telecommunications Development (May 2009)
 See Appendix 2 for further details in respect of SPD.
- **Statement of Community Involvement (SCI)** This sets out the Council's approach to community involvement in the plan-making process and development control. The Council's current SCI was adopted in May 2006. Whilst it is not a planning policy document it is part of the LDF and designed to be read alongside DPDs and SPDs.

3. LDF Progress to date

Early development of the LDF was prompted by the need to provide an updated planning policy framework to supersede the WLP. This was delayed to allow for progress to be made under the new development plans system that came into force in September 2004.

In its LDS the Council sought to make up time and thus set out an ambitious programme. The Council's LDS, as first put in place in 2005 and as subsequently amended in 2006 and 2007, proposed preparation of the following DPDs: Core Strategy, Development Control Policies, Land Allocations, Waste Policies and Proposals, Mineral policies and proposals Central Telford AAP and South Telford AAP. The timetables set out in the LDS envisaged simultaneous DPD progress on many of these documents.

Seeking to minimise delays, the Council continued to make progress on early community engagement in 2003 (visioning events) and 2004 (Issues & Options). Under the transitional arrangements this consultation was relevant to the Town and Country Planning (Local Development) (England) Regulations 2004.

Preferred Options consultation was carried out on the following DPDs in 2005: Core Strategy, Development Control Policies, Land Allocations, Waste Policies and Proposals and Central Telford AAP (the exercise was subsequently repeated on this latter document in late 2007).

In 2006 the Council submitted the Core Strategy DPD and Waste Policies and Proposals DPD to the Secretary of State and the examination of these documents was held in 2007. The Core Strategy was found sound and adopted by the Council in December 2007. The Waste DPD was however withdrawn (see Minerals and Waste policies section below for further details).

Whilst the Council is aiming for a strongly driven LDF programme, the Council has experienced slippage in progressing the remaining DPDs, as is common up and down the country. Whilst the Telford and Wrekin Core Strategy is now in place, many other local planning authorities have been found to have 'unsound' DPDs following independent examination. This has also led other authorities to seek to withdraw documents submitted for examination or to review their programme for LDF preparation. In addition, with Telford and Wrekin being one of the front-running authorities, good practice in plan preparation is only now beginning to emerge.

Furthermore revisions to the development plan system in 2008 and ongoing significant modifications to national planning policy have necessitated a review of programmes and processes. This has required the Council to allow further time for the collation of credible and robust evidence. As a result the timetable and

key milestones for the preparation of Development Plan Documents set out in the 2007 LDS have generally not been met.

An update against 2007 LDS is provided in the Table 1 below:

Table 1 – Progress against 2007 LDS

Development Plan Document	2007 LDS timetable	Current status
Core Strategy	Early Community involvement Spring 2003/Summer 2004 Preferred Options Consultation Sept Oct 2005 Submission: Nov 2006 Adoption: Dec 2007	Adopted Dec 2007
Central Telford Area Action Plan (CTAAP)	Early Community involvement Spring 2003/Summer 2004 Preferred Options Consultation Oct-Nov 2007 Submission: July 2008 Adoption July 2009	Consultation June – July 2009, prior to proposed submission for examination in August 2009. Possible adoption April 2010
Land Allocations DPD	Early Community involvement Spring 2003/Summer 2004 Preferred Options Consultation Sept-Oct 2005 Submission April 2008 Adoption: May 2009	Preparation subsequent to Preferred Option Report of September 2005 ongoing, but affected by focus of resources on Core Strategy DPD, CTAAP, and LDF evidence base material.
Development Control Policies / General Policies DPD	Early Community involvement Spring 2003/Summer 2004 Preferred Options Consultation Sept-Oct 2005 Submission April 08 Adoption: May 2009	On hold. Preparation subsequent to Preferred Option Report of Sept 05 affected by changes to national guidance on LDF preparation and focus of resources on Core Strategy and then Central Telford AAP. Informal consultation undertaken on renamed issues and options of General Policies DPD April 08
South Telford Area Action Plan	Early Community involvement Spring 2003/Summer 2004 Preferred Options Consultation Sept-Oct 2008 May 2009 Adoption May 2010	Preparation not formally underway, affected by focus of resources on Core Strategy and then Central Telford AAP.
Waste DPD	Early Community involvement Spring 2003/Summer 2004 Preferred Options Consultation Sept – Oct 2005 Submission Nov 2006	Document submitted for examination 2007 but terminated after discussions with Planning Inspectorate prior to examination. Timetable now required to follow

	Adoption Dec 2007	Core Strategy review
Minerals DPD	Early Community involvement Spring 2003/Summer 2004 Preferred Options Consultation Sept – Oct 2005 Submission Nov 2006 Adoption Dec 2007	Timetable now required to follow Core Strategy review.
Proposals Map	Prepared in parallel with all site specific DPDs	Partial revision undertaken to accord with Central Telford AAP to be out in place on Central Telford AAP adoption, further work ongoing in respect of Land Allocations DPD.

There were also 12 Supplementary Planning Documents (SPD) proposed in the 2007 LDS with preparation work undertaken on many of these. As noted in Section 2 above, two of these documents are now in place. See Appendix y for further details of the Council's SPD programme.

Preparing a whole suite of documents to supersede the Wrekin Local Plan has proved a challenging process. As signalled in the Council's 2008 Annual Monitoring Report, a review of document preparation programmes has been undertaken and revised programme is now set out in detail in section 6 of this document.

4. Minerals and Waste policies

The Council's 2007 LDS sought to bring forward Minerals and Waste DPDs by the end of 2008 and 2007 respectively. This course of action was however prevented by the outcome of the 2007 examination of the Council's LDF Core Strategy. Here the inspector deleted the minerals and waste policies from the Core Strategy. The Waste DPD that had also been submitted to be examined alongside the Core Strategy had to be withdrawn. This also required work to be discontinued on the proposed Minerals DPD Preferred Option Report.

The Council has had to reconsider how to proceed on minerals and waste policy development. In the meantime, planning applications for minerals and related development will be determined based on the Shropshire and Telford & Wrekin Joint Minerals Local Plan, alongside relevant national and regional planning guidance, saved policies of the Shropshire and Telford & Wrekin Joint Structure Plan, the LDF Core Strategy, Wrekin Local Plan and supplementary planning documents.

Similarly, in the absence of Waste Core Strategy Policies and a Waste Policies and Proposals DPD, planning applications for waste and related development will be determined based on the relevant national and regional planning guidance, the LDF Core Strategy, Wrekin Local Plan and relevant supplementary planning guidance.

The Council has subsequently reviewed its position on how to proceed with minerals and waste policy as part of the LDF and as set out in the LDF Programme section immediately below, this LDS now proposes a future Minerals DPD and Waste DPD, prepared subsequent to a revised Core Strategy.

5. LDF Programme 2009 - 2012

The Council has a programme for preparation of a range of Development Plan Documents (DPDs). Each requires numerous stages of consultation, with preparation culminating in an independent examination.

Table 2 below sets out the schedule of Local Development Documents the Council proposes to prepare over the next 3 years, in order of preparation. The timetable for each document is set out, including the pre-submission and post-submission timelines. As a unitary Local Planning Authority, this schedule includes the preparation of Minerals and Waste policies.

Table 2 - Schedule of Proposed Local Development Documents

Document	Details	Timetable milestones
Central Telford Area Action Plan	To provide policies and proposals with regard to Telford Town Centre, Old Park, Central Park, Hollinswood and Malinslee.	Publication (Consultation on Proposed Submission Documents): June – July 2009 Submission for examination: Sept 2009 Hearing Sessions: Dec 2009 Adoption: April 2010
Land Allocations DPD	To provide allocations of land for housing, employment and other uses throughout the Borough (excluding Central Telford), including the accommodation of gypsy and traveller communities.	Publication (Consultation on Proposed Submission Documents): July - Aug 2010 Submission for examination: Sept 2010 Hearing Sessions: Dec 2010 Adoption: June 2011
Core Strategy DPD Review	Revised Spatial Development Strategy and general policies to apply to development Borough-wide to 2026.	Commencement (Consultation of statutory bodies on scope of sustainability appraisal): Aug – Sept 2010 Pre-submission informal public engagement: Oct – Dec 2010 Pre-submission formal engagement: Jan-Feb 2011 Publication (Consultation on Proposed Submission Documents): Sept - Oct 2011 Submission for examination: Dec 2011 Hearing Sessions: April 2012 Adoption - Sept 2012
Waste and Minerals DPDs*	Set out: i) waste-related policies and proposals	Commencement (Consultation of statutory bodies on scope of sustainability appraisal): Aug -Sept 2011 Pre-submission informal public engagement:

*where possible these two documents are to be merged	ii) supply requirements and policies and proposals for minerals- related development.	Oct - Dec 2011 Pre-submission formal engagement: Jan-Feb 2012 Publication (Consultation on Proposed Submission Documents): Sept – Oct 2012 Submission for examination: Dec 2012 Hearing Sessions: April 2013 Adoption - Sept 2013
Proposals map	Illustrates policies and proposals of Development Plan Documents and is updated alongside the other DPDs.	Timetable as Central Telford AAP, Land Allocation DPD, Core Strategy Review, Waste and Minerals DPD.

This schedule shows a reduction of 3 DPDs relative to the previous LDS:

- **General Policies DPD** – An early review of the Core Strategy in order to respond to RSS revision and provide a strategic framework to 2026 is proposed and will incorporate a broader range of topics, removing necessity for a separate Development Control Policies DPD;
- **South Telford Area Action Plan** – This work is now being incorporated in Land Allocations DPD preparation. A framework for housing delivery and regeneration priorities for South Telford is urgently needed. Rather than a separate Area Action Plan for South Telford to follow Land Allocations DPD work, recent changes to the development plans system allow for more flexibility with regard to early engagement in development plan document preparation and South Telford work is to be combined with existing Land Allocations DPD around the end of 2009;
- **Waste and Minerals Policies and Proposals DPDs** – Neither DPD can be progressed in advance of a Core Strategy. Waste and Minerals priorities will be kept under review but where possible these two documents are to be merged. Waste and Minerals work is timetabled to follow on from the review of the Core Strategy.

The need for future DPDs and proposed timetables will be kept under review and reported through the Annual Monitoring Report.

Further details will be provided on the Council's website: telford.gov.uk
Subsequent to embarking on Core Strategy Review, a need for further Land Allocations (particularly with regard to housing) is anticipated in advance of 2016. Such work would however fall outside of the current 3 year period and is therefore not indicated in this 2009 – 2012 Local Development Scheme.

Detailed summary profiles for each DPD are set out in Appendix 1.

6. LDF Preparation Requirements

Resources

In general, the principal resources for LDF preparation and the monitoring of progress on the LDF will come from the Development Plans Team in the Environment and Regeneration Directorate.

Other officers and resources from within the Directorate, other Directorates of the Council, the Local Strategic Partnership, other agencies and organisations will also be involved in the preparation process to a significant extent in all documents (supplementary planning documents in particular will generally require extensive collaborative work in order to progress.

The Council also has an LDF Board comprising key officers (including at Head of Service level) from across the Council. LDF Board receives all reports on LDF preparation for advice and comment, before they are submitted to Members.

Consultants will also be used to assist with specific aspects of preparation.

Political Management

DPDs will be approved by full Council and their preparation will be overseen by the Cabinet Member with responsibility for Environment and by Development Plan Steering Group (DPSG) at each stage. DPSG is a politically balanced Members Group advising Cabinet on LDF preparation and involving a number of senior Members. The Statement of Community Involvement and Supplementary Planning Documents can be approved by the Cabinet. Again preparation of these documents would be overseen by DPSG at each stage.

Evidence Base

Development plans need to be underpinned by sound evidence to support planning policies. The evidence base studies the Council has prepared for the LDF are listed in Appendix 4 and are made publicly available on the Council's website.

Other significant sources of information that may underpin planning policies planning policies are work done to support other major strategic plans such as the Local Transport Plan. The Council's Annual Monitoring Report (published December each year) monitoring planning applications and results of consultations (available from the Council's LDF consultation portal <http://consult.telford.gov.uk/portal>) all provide additional evidence base material

Sustainability Appraisal (SA) / Strategic Environmental Assessment (SEA)

The SA/SEA of LDF documents is a legislative requirement required by the Planning and Compulsory Purchase Act, and an SEA, under the EU Directive 2001/42/EC (July 2004). To meet these requirements the Council has prepared a Scoping Report (Feb 2008) to establish a methodology, process and the baseline information required to undertake an appraisal of each LDF document.

Monitoring

An Annual Monitoring Report is required to be made publicly available and submitted to the Secretary of State by the end of December every year . The Council regards monitoring as an integral part of the planning process and sees an objectives-led monitoring system as essential so that policy and implementation measures can be evaluated and reviewed as an ongoing process. This is a requirement to assess the effectiveness of the policies within the LDF. The findings of the AMR have informed and will continue to inform the need to review the LDS and consider the need for further DPDs.

The Annual Monitoring Report will:

- assess progress against targets and milestones within LDDs;
- provide information in relation to national, regional or local targets;
- assess the need for review in circumstances where policies are not working effectively or objectives are not being met.

7. Risk Assessment

A risk management exercise has been carried out with regard to the LDF programme and has been taken into account in preparing this LDS. The following table provides a summary a key risks and proposed mitigation with those that are considered more likely listed first.

Risk	Likelihood / Impact	Details	Mitigation
Greater than anticipated time taken to secure necessary political approvals	High likelihood / high impact	LDF reports require Cabinet and in some cases Council approval and many of the issues being dealt with through the LDF have significant implications for the Borough. Change in the political balance of the Council could also impact on the LDF programme.	Progress with Lead Member engagement and jointly with other services A politically balanced Members Steering Group (DPSG) involving a number of senior Members has been established and risks posed can be reduced by early engagement with DPSG. Inclusion of reports in Forward Plan at early stage helps identify key concerns, as does taking all documents to members at key stages prior to adoption. This and the politically balanced nature of DPSG should minimise the effect of a change in political approach.
Greater than anticipated resources required to complete CTAAP	High likelihood / medium impact	Delays to LA DPD preparation and possible Core Strategy review start date	Careful project planning to avoid unplanned work. Consider how additional resources can be accessed where necessary. Procure temporary agency admin support where required and/or make internal arrangements to provide temporary support.
Further changes to LDF system and regulations	Medium likelihood / high impact	Required to repeat / restart work	Avoid abortive work by progressing as quickly as reasonably possible. Regular discussions with GOWM Seek staff training opportunities
Insufficient budgetary resources available beyond 09/10	Medium likelihood / high impact	LA DPD preparation largely in 09/10 so should not be greatly affected but where budgets (including staffing) were reduced thereafter, delays to possible CSR start date would result	Seek to maintain required level of funding to deliver LDS

Risk	Likelihood / Impact	Details	Mitigation
Significant absence of staff (eg maternity leave or long term sick)	Medium likelihood /high impact	Absence of key staff could significantly delay to LA DPD preparation and possible CSR start date	Seek to manage work place stress and to fill any maternity cover with temporary appointments
Significant staff turnover	Medium likelihood /high impact	Loss of key staff / large nos. of staff could significantly delay LA DPD preparation and possible CSR start date	Progress recruitment in order- vacant posts be filled To assist in reducing the risk, team work is a significant part of day to day working so all staff have some level of knowledge about all projects currently being undertaken.
Higher than expected number of representations	Medium likelihood /medium impact	Uses more staff time than anticipated, possible slippage to programme.	Make best use of the internet and on line system for representation receipt and reporting Procure temporary agency admin support where required and/or make internal arrangements to provide temporary support.
Constrained capacity of other agencies	Medium likelihood /medium impact	LDF work also puts strain on finite resources at a number of government agencies: in particular Planning Inspectorate (resources for examinations) Environment Agency & Natural England (comment on policies and proposals and input into the sustainability appraisal process.	Careful project planning to keep progress on timetable in this LDS. Early dialogue with key agencies. Discuss progress with GOWM. Consider how additional resources can be accessed where necessary.
Policy team staff diverted onto other tasks	Medium likelihood /medium impact	Slower progress on LDF and planning applications being determined without a sound policy base.	Through LDS build corporate recognition of the priority of LDF work. Minimise other work
Delays for elections, Christmas and summer break.	Medium likelihood /medium impact	Work paused or less effective consultation	Programme document preparation to avoid consultation during elections, Christmas and the summer break.
CTAAP found unsound at examination.	Unlikely / high impact	Delays to LA DPD preparation and possible CSR start date	Complete preparation for CTAAP examination with full regard to Regulations and national planning policy on DPD preparation and seek Legal advice where required

Risk	Likelihood / Impact	Details	Mitigation
Adoption of CTAAP subject to a legal challenge	Unlikely / high impact	Delays to LA DPD preparation and possible CSR start date	Follow all due processes as set out in the regulations and national planning policy and LDF guidance and ensure supported by robust and credible evidence. Seek legal advice where required.
Proposed revision of LDS not accepted by GOWM	Unlikely / medium impact	Delays future consultations. Possible impact on HPDG	Regular discussions with GOWM. A case will be put based on advice in revised PPS12, amended Regulations, and lessons learned from focussing resources on CTAAP.

APPENDIX 1 – Document Profiles

Core Strategy	Details
Role & Subject	The key strategic Development Plan Document that sets out the vision, the objectives, and the spatial development strategy for the Borough and for subsequent DPDs to follow.
Coverage	Borough-wide
Conformity	To national planning policies, the Regional Spatial Strategy for the West Midlands and have regard to the Telford & Wrekin Community Strategy.
Current status	<u>Adopted</u> December 2007
Review timetable	<ul style="list-style-type: none"> • Commencement (Consultation of statutory bodies on scope of sustainability appraisal): Aug – Sept 2010 • Pre-submission informal public engagement: Oct – Dec 2010 • Pre-submission formal engagement: Jan- Feb 2011 • Publication (Consultation on Proposed Submission Documents): Sept-Oct 2011 • Submission for examination: Dec 2011 • Hearing Sessions: April 2012 • Adoption - Sept 2012

Central Telford Area Action Plan	Details
Role & Subject	To provide detailed policies and proposals for the town centre and surrounding areas Policies areas include retail provision, offices, residential, open space and transport
Coverage	Telford Town Centre, Central Park, Old Park, Hollinswood, Mallinslee
Conformity	Regional Spatial Strategy (RSS) for the West Midlands and Core Strategy DPD.
Current status	Publication (Consultation on Proposed Submission Documents): June - July 2009.
Timetable	<ul style="list-style-type: none"> • Submission for examination: Sept 2009 • Hearing Sessions: Dec 2009 • Adoption: April 2010.

Land Allocations	Details
Role & Subject	To provide allocations of land for housing, employment and other uses throughout the Borough (excluding Central Telford) including the accommodation of gypsy and traveller communities.
Coverage	Borough-wide (excluding Central Telford)
Conformity	Regional Spatial Strategy (RSS) for the West Midlands and Core Strategy DPD.
Current status	Preferred Options September 2005. Please note additional Pre-submission formal engagement is proposed - end 2009.
Timetable	<ul style="list-style-type: none"> • Publication (Consultation on Proposed Submission Documents): July – Aug 2010 • Submission for examination: Sept 2010 • Hearing Sessions: Dec 2010 • Adoption: June 2011

Waste and Minerals	Details
Role & Subject	Development Plan documents providing detailed policies and proposals for minerals and waste and supply requirements for minerals- related development in accordance with the Core Strategy spatial development strategy
Coverage	Borough-wide
Conformity	Regional Spatial Strategy (RSS) for the West Midlands and Core Strategy DPD.
Current status	Preferred options September 2005
Timetable	<ul style="list-style-type: none"> • Commencement (Consultation of statutory bodies on scope of sustainability appraisal): Aug -Sept 2011 • Pre-submission informal public engagement: Oct - Dec 2011 • Pre-submission formal engagement: Jan- Feb 2012 • Publication (Consultation on Proposed Submission Documents): Sept - Oct 2012 • Submission for examination: Dec 2012 • Hearing Sessions: April 2013 • Adoption - Sept 2013

Proposals Map	Details
Role & Subject	Illustrates policies and proposals of Development Plan Documents. It is updated alongside the other DPDs.
Coverage	Borough-wide

Conformity	Regional Spatial Strategy (RSS) for the West Midlands and Core Strategy DPD.
Current status	Adopted February 2000.
Timetable	Preparation in conjunction with timetables of Central Telford AAP, Land Allocation DPD, Core Strategy Review, Waste and Minerals DPD.

Statement of Community Involvement	Details
Role & Subject	Sets out the Council's proposals for consultation and community engagement with regard to LDF preparation and development control decisions on Planning applications.
Coverage	Borough-wide
Conformity	As a minimum it will meet the requirements for community involvement in the Town and Country Planning (Local Development) (England) Regulations and will have regard to the Council's Communications strategy
Current status	<u>Adopted</u> May 2006
Review timetable	Informal engagement Spring 2010 Formal engagement Sept - Oct 2010 Adoption Dec 2010

APPENDIX 2 - Supplementary Planning Documents (SPD)

SPD are guidance documents that support and elaborate upon development plan policies and cover a wide range of planning considerations in more detail. They are part of the LDF and are a material planning consideration, but do not have development plan status. No independent examination is required although SA/SEA and community involvement in line with the SCI or as a minimum the Regulations is required.

The Council has in place 2 SPD:

- Design and Community Safety SPD (July 2008)
- Telecommunications Development SPD (May 2009)

These SPD supplement policies CS15 “Urban Design” in the Core Strategy and saved Policy T21 “Telecommunications” respectively.

The following SPD are also under preparation as at June 2009:

- Managing Surface Water Drainage SPD (preliminary scoping consultation, summer 2009)
- Shopfront and Signage Design in Conservation Areas SPD (consultation on full draft document, summer 2009)

Further SPD are also proposed to cover such key matters as Developer Contributions, Affordable Housing and Design and in some cases preparation has already begun as a result of significant evidence gathering having taken place.

A review is ongoing to prioritise and programme the Council’s proposed SPDs against the resources available. Further details of the Council’s SPD programme will be provided on the Council’s website: telford.gov.uk

APPENDIX 3 - Saved policies

The Council's schedule of saved policies subsequent to paragraph 1(3) of Schedule 8 to the Planning and Compulsory Purchase Act 2004 follows.

Table 1 – Wrekin Local Plan saved policies

The Wrekin Local Plan was adopted February 2000 and Table 1 shows the policies from this plan agreed by the Secretary of State as remaining in force after September 2007 and until subsequently expressly superseded by DPDs.

Wrekin Local Plan Policy No.	Policy Name
NR1	Location of Renewable Energy Development
NR2	Proposals for Wind Turbines
NR3	Energy Use
NR6	Waste Disposal and Recycling Facilities
EH7	Contaminated Land
EH8	Remedial Action on Contaminated Land
EH14	Land Stability
UD2	Design Criteria
UD3	Urban Design Assessments
UD4	Landscape Design
UD5	Public Art
UD6	Major Transport Corridors and Gateways into Telford
E2	Employment Land Allocations
E4	Development on Unallocated Employment Sites in the Urban Area
E6	Rural Employment General
E9	Non Employment Uses Within Employment Areas
H6	Windfall Sites in Telford and Newport
H7	Large Scale Regeneration Exceptions in Telford & Wrekin
H9	Location of New Housing
H10	Scale of Development
H18	Conversion of Non-residential Buildings to Residential Use in the Rural Areas
H22	Community Facilities
H23	Affordable Housing
H24	Affordable Housing Rural Exceptions Policy
S1	Service Centre Hierarchy

Policy Number	Policy Name
S5	Garden Centres in the Rural Area
S8	Car and Caravan Sales
S9	Retailing from Employment Areas
S10	Wellington Primary Retail Zone
S11	Wellington Secondary Zone
S12	Newport Retail Frontages
S13	Newport Secondary Zone
S14	Madeley Primary Retail Zone
S15	Madeley Secondary Zone
S16	Oakengates Primary Retail Zone
S17	Oakengates Secondary Zone
S18	Dawley Primary Retail Zone
S19	Dawley Secondary Zone
S20	Hadley Primary Retail Zone
S21	Hadley Secondary Zone
S22	Donnington Change of Use
S24	Changes Within Local Centres and Local Shops
S25	New Local Centres and Local Shops
S31	Shop Fronts, Advertisements and Hoardings
TC1	Town Centre
TC2	New Shopping Development in Telford Town Centre
TC3	Leisure Uses and A3 Uses
TC4	Mixed Use Development
TC6	Office Development
TC14	Town Centre Design
T4	Development Principles
T8	Rail Corridors
T21	Telecommunications
T22	Planning Obligations
OL2	Designated Areas
OL3	Green Network
OL4	Development in the Green Network
OL5	Extensions and Redevelopment in the Green Network

Policy Number	Policy Name
OL6	Open Land
OL11	Woodland and Trees
OL12	Open Land and Landscape - Contributions From New Development
OL13	Maintenance of Open Space
LR1	Provision of Community Facilities
LR4	Outdoor Recreational Open Space
LR5	Golf Courses
LR6	Developer Contributions to Outdoor Recreational Open Space Within New Residential Developments
LR7	Recreational Open Space on Employment Developments
HE2	Demolition in Conservation Area
HE3	New Development in Conservation Areas
HE4	Detailed Applications
HE7	Facadism and Amalgamation of Plots
HE8	Change of Use and Upper Floor Conversions
HE10	Advertisements
HE11	Shop Fronts
HE15	Demolition of Listed Buildings
HE16	Alterations and Additions to Listed Buildings
HE24	Historic Parks and Gardens
HE25	Buildings of Local Interest
HE26	Duke of Sutherland Cottages
SG1	World Heritage Site
SG2	Area of Special Archaeological Interest
SG4	Landscape and Nature Conservation
SG5	Riverside Development and Works
SG7	Tourism
SG8	Museum Sites
SG12	Retailing and the Role of Ironbridge Centre
SG13	Environmental Improvements

Table 2 Wrekin Local Plan policies expected to be superseded by central Telford Area Action Plan

Please note it is expected that of the Wrekin Local Plan policies listed above, it is proposed that the following policies will be superseded on adoption of the Central Telford Area Action Plan:

Saved policy expected to be replaced	Proposed replacement LDF Policies
S1	CS4, CS5, CS6 (Core Strategy Policies), TC1a, TC1b, TC1c, TC2, TC3, TC4, TC5, TC6, TC7, OP5, CT2, CT3 and CT6 (Central Telford AAP Policies)
TC1	TC1, TC1a, TC1b, TC1c, TC2, TC3, TC4, TC5, TC6, TC7
TC2	TC1, TC1a, TC1b, TC1c, CT2
TC3	CT6
TC4	CT1
TC6	CT3
TC14	CT12, CT13, CT14, CT15.

Table 3 - Joint Shropshire and Telford and Wrekin Structure Plan saved policies

A schedule showing the saved policies from the Joint Shropshire and Telford and Wrekin Structure Plan subsequent to paragraph 1(3) of Schedule 8 to the Planning and Compulsory Purchase Act 2004 follows. The Structure Plan was adopted on November 2002 and the following policies were agreed by the Secretary of State as remaining in force beyond September 2007 until subsequently superseded by DPDs.

Policy Number	Policy Name
P5	Development Outside Settlements
P9	Employment Land in Shropshire
P16	Air Quality
P18	Conversion of Buildings
P31	Sustainable Transport Strategy
P32	Public Transport
P33	Safeguarding Rail Infrastructure
P35	Road Freight
P36	The Trans-European Network (TEN)
P37	The Highway Network
P39	Public Rights of Way
P41	Air Transport
P51	Geological Sites
P58	A Sustainable Approach to Minerals Development
P59	Environmental Considerations
P60	Landbanks for Non-Energy Minerals
P61	Regional Apportionments for Aggregates
P62	Secondary Aggregates
P64	Waste Minimisation
P65	Provision of Waste Facilities
P66	Protection of Waste Management Sites
P67	Environmental Considerations
P68	Transport of Minerals and Waste
P69	Reclamation and After Use

Table 4 - Shropshire and Telford & Wrekin Minerals Local Plan saved policies

The saved policies from the Joint Shropshire and Telford & Wrekin Minerals Local Plan subsequent to paragraph 1(3) of Schedule 8 to the Planning and Compulsory Purchase Act 2004 follows. This plan was adopted in April 2000 and the following policies were subsequently agreed by the Secretary of State to remain in force beyond September 2007 until superseded by DPDs.

Policy Number	Policy Name
M1	A More Sustainable Approach to Mineral Development
M2	The Need for Minerals
M3	Development Control Considerations
M4	Operational Considerations
M6	Protecting Archaeological Remains
M7	Benefits to the Countryside and the Local Economy
M8	M8: Planning Obligations
M10	M10: Ancillary Development
M11	M11: Transport of Minerals
M14	The Future Working of Sand and Gravel
M15	Sand and Gravel Working Outside the Allocated Sites and Preferred Areas
M16	The Future Working of Crushed Rock
M17	Secondary Aggregates
M18	Limestone Quarrying on Wenlock Edge
M20	M20: Building Stone
M21	M21: Coal and Fire Clay Working
M22	Brick Clay Working
M27	Reclamation and After-use
M29	Safeguarding Mineral
M30	Comprehensive Working of Mineral Resources

APPENDIX 4 - Glossary of Terms

Annual Monitoring Report (AMR) - assesses the implementation of the LDS and the extent to which the policies are being achieved.

Area Action Plans – Development Plan Documents that focus on areas which are subject to significant change or conservation pressures and will benefit from having development plan status.

Core Strategy – Development Plan Document that sets out the vision for the Local Planning Authority area and the strategic policies and proposals to deliver that vision together with housing and employment provisions in accordance with the Regional Spatial Strategy (RSS).

Development Plan - The Development Plan sets out land use planning policies and development proposals against which planning applications will be considered. The Telford and Wrekin Development Plan as of June 2009 comprises the Core Strategy adopted Dec 2007 plus the saved policies of the Wrekin Local Plan date. It is noted that the Cernt4al Telford Area Action Plan is at an advance stage of preparation at successful adoption this would also form part of the development plan

Local Development Framework - (LDF) - This is a portfolio of Documents which will provide the Council's policies for meeting the community's economic, environmental and social aims for the future of the area, where this effects the development and use of land. This will replace the current Wrekin Local Plan.

Local Development Scheme (LDS)

The LDS will sets out the Council's programme for LDF It will provide details on what DPDs and SPDs the Council propose to prepare over the three year period and the timetable for their production. It will also set out the policies that the Council wish to save from the current development Plan and the timetable for the preparation of the Statement of Community Involvement.

Local Strategic Partnerships (LSPs) - an overarching partnership of key stakeholders, responsible for producing the Sustainable Community Strategy

Material Consideration Any consideration relevant to the use and development of land and which is taken into account in determining a planning application is capable of being a material consideration

Planning Policy Statement (PPS) – a series of statements that set out national planning policy.

Proposals Map The Proposals Map will illustrate on an Ordnance Survey map policy designations, allocations and Area Action Plans in the Development Plan Documents.

Regional Spatial Strategy (RSS) - a spatial framework to inform the preparation of local development documents, local transport plans and regional and sub-regional strategies and programmes that have a bearing on land-use activities.

Site Allocations - Site allocations are the sites which are proposed for development to meet the Council's Core Strategy. Policies in the site allocations DPDs will identify any specific requirements for individual proposals.

Spatial planning – a system that brings together and integrates policies for the development and use of land with other policies and programmes which influence the nature of places and how they function. This will include policies that impact on the use of land but which are not capable of being delivered solely or mainly through the granting of planning permission and may be delivered through other means.

Statement of Community Involvement (SCI) sets out how stakeholders and communities will be involved in the process of producing the LDF and in development control decisions.

Supplementary Planning Documents (SPDs) – These documents provide policy guidance to supplement policies and proposals contained within DPDs. SPDs are not subject to independent examination as they do not form part of the development plan but the matters covered must be directly related to policy in the DPDs.

Strategic Environmental Assessment (SEA) – a requirement of European legislation this is an assessment of the effects of the policies and proposals within the LDF on the environment.

Sustainability Appraisal (SA) – an appraisal of the potential impact of policies and proposals from an environmental, economic, social and natural perspective. This will inform the Council of the potential implications of different alternatives. SEA and SA will be undertaken together.

Sustainable Development - environmentally responsible development, commonly defined as "development which meets the needs of the present generation without compromising the ability of future generations to meet their own needs".

Stakeholders - People who have an interest in the activities and achievements of the Council, including residents, local communities of interest, partners, employees, customers, shareholders, suppliers, opinion leaders, regulators and "hard to reach" groups.

APPENDIX 5 – Schedule of Key Evidence Base

The following table lists the key elements, either completed or currently underway, of evidence base work upon which the Council has based its existing LDF documents or proposes to carryout in order to support future documents. The work has been grouped thematically.

Study	Purpose	Completion date / Proposed Timetable
Housing		
Strategic Housing Land Availability Assessment (SHLAA)	To identify the capacity of Telford and Wrekin to accommodate new housing development	Completed December 2008 and to be updated annually.
Strategic Housing Market Assessment (SHMA)	To provide a comprehensive picture of the local housing market and housing needs	Completed August 2008 and to be updated periodically
Affordable Housing Viability Study	Advise on the levels of affordable housing that that the private residential market can deliver taking account of wide range of variables	Study underway – scheduled completion date July 2009
Retail, employment and economy		
Retail and Leisure Study	Assessment of the future need for retail and leisure development	Original study completed 2006 with retail element updated May 2009. Timetable for full update to input in to Core Strategy review
Telford Town Centre retail capacity study	Assessment of capacity for retail development in the primary shopping area and adjacent sites development	Completed Jan 2008 and updated May 2009
Leisure/Cultural/Community Facilities Assessment	Assessment of need for leisure facilities not within scope of retail and leisure study (e.g. hotels) and possibly also cultural and community facilities (in partnership with key delivery agencies e.g. PCT)	Not started - Timetable to input in to Core Strategy review
Centres Study	Identifies District and Local Centres in the Borough including any planned centres	To be completed to input in to Core Strategy review
Employment Land Review	An assessment of the demand	Completed August 2005.

	for and supply of land for employment Assessment of employment land supply	Review anticipated 2009/10
Economic Development Strategy	Economic vision, strategic framework and action plan to 2021	Completed February 2005
Economic projections and the impact of housing	Results of economic modelling to 2031, based on varying quantitative housing scenarios to 2026.	Completed April 2006
Employment land review for Telford First	Land element of economic baseline analysis	Completed August 2006
Economic Baseline Study	An economic profile of Telford & Wrekin	Completed December 2007
Open space and landscape		
Open space, sport and recreation facilities study (PPG17 assessment)	Assesses the quantity and quality of facilities and proposed local standards for open space provision	March 2008
Green space review	Comprehensive assessment of the functionality of designated green space in Telford and Newport to inform new designations	Ongoing in association with emerging DPDs
Landscape sensitivity and capacity study	Assesses the capacity of the landscape around Telford, Newport, and selected rural settlements to accommodate housing development and to identify landscapes that should be protected from development.	Completed May 2009
Transport		
Accessibility of Telford's District Centres	Identifies those geographical areas of Telford, highly accessible to District Centres.	Anticipated winter 2009
Newport Study	Overview of evidence base supporting the Spatial Development Strategy for Newport 2006-16	Completed September 2006
Local Transport Plan Studies	Various studies done to inform LTP2	
Other		

Strategic Flood Risk Assessment (SFRA)	Assessment of flood risk to inform spatial planning decision making, setting constraints, planning measures and development requirements	Level 1 – Completed September 2007 Level 2 – Completed December 2008
Water Cycle Strategy (WCS)	Assessment of the environment and infrastructure capacity for water supply; sewage disposal; flood risk management and surface water drainage	Preliminary study underway – due to be completed July 2009 Stage 2 study to follow
Gypsy & Traveller Accommodation Assessment (GTAA)	Identify the need for additional accommodation to meet needs of Gypsies, Travellers and Travelling Showpeople	Completed February 2008
Developer Contributions	Evaluate the basis for implementing an approach to developer contributions, considering related infrastructure specifically required to support a development and also more strategic requirements	Timetable to input in to proposed Developer Contributions SPD
Low Carbon standards economic feasibility study	Evaluate the viability of implementing different low carbon standards on developments	Timetable to input in to proposed Carbon Burden SPD

TELFORD & WREKIN COUNCIL

CABINET - 13th OCTOBER 2009

TELFORD AND WREKIN JOINT STRATEGIC NEEDS ASSESSMENT 2009

Report of: Helen Onions, Public Health Specialist, NHS Telford and Wrekin

PCT Lead Director responsible:

Dr Catherine Woodward - Director of Health Improvement

Corporate Directors responsible:

Julia Almond – Children & Young People

Paul Donohue - Adults and Community Well-being

1. PURPOSE

This report introduces the 2009 Telford and Wrekin Joint Strategic Needs Assessment (JSNA) executive summary report which will be received by the Council Cabinet and PCT Board in Telford and Wrekin on the 13th October 2009.

The report provides the background context and overview of the JSNA process undertaken in 2008 and 2009. The suite of underpinning intelligence documents developed to inform the process and the key themes for the strategic health and well-being priorities derived from them are summarised. The next steps and further development of the JSNA process are described.

2. RECOMMENDATIONS

Cabinet are asked to:

- 2.1 Endorse the strong partnership approach used to develop the JSNA across the Council and PCT;**
- 2.2 Recognise that the JSNA process confirms and validates the shared health and well-being priorities already identified by the Council and PCT in their key strategic planning documents;**
- 2.3 Be assured that the findings of the JSNA are already influencing the commissioning process to ensure needs-led service development in priority areas.**

3. SUMMARY

- 3.1 The Local Government and Public Involvement in Health Act 2007 placed a duty on Local Authorities and PCTs to undertake JSNA. The overall aim of the**

process is to inform the development of commissioning priorities in order to improve health outcomes and reduce health inequalities.

The 2009 Telford and Wrekin JSNA consists of an executive summary, which derives a series of key messages for local health and well-being priorities, from a suite of underpinning intelligence documents. The strategic priorities identified through the JSNA process strongly align to the Council's corporate priorities as identified in the Health and Well-being Strategy and the Children and Young People's Plan. The priorities are also shared by the PCT as NHS World Class Commissioning health outcome priorities.

There is clear evidence that the intelligence from the JSNA is already being used to develop local health and well-being strategies. The findings from the JSNA process are now directly influencing the commissioning process across both the PCT and the Council, ensuring that service development is "needs-led".

Involving and engaging, listening and responding to the public, patients and service users is an overarching joint priority. Continuing to consult and respond to the needs identified by the public, particularly those groups most likely to be excluded, will be a key area for the development of the JSNA going forward.

4. PREVIOUS MINUTES

N/A

5. INFORMATION

5.1 Background

The Local Government and Public Involvement in Health Act 2007¹ placed a duty on Local Authorities and PCTs to undertake JSNA. Directors of Public Health, Directors of Adult Social Services and Directors of Children's Services are expected to lead the process. The development of the Telford and Wrekin 2009 JSNA was overseen by a steering group consisting of senior staff working for the responsible Directors including; Lead Commissioners, Patient and Public Engagement leads and Information Analysts from Local Authority and PCT.

National guidance on Joint Strategic Needs Assessment² defines a process which identifies "the big picture" in terms of current and future health and well-being needs and inequalities of a local population. The overall aim of the process is to inform the development of commissioning priorities which improve health outcomes and reduce health inequalities.

¹ Local Government and Public Involvement in Health Act 2007. Section 116. October 2007.
http://www.opsi.gov.uk/acts/acts2007/ukpga_20070028_en_1

² Department of Health Guidance on Joint Strategic Needs Assessment. December 2007.
http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_081097

5.2 The Components of the JSNA

The suite of intelligence documents which underpins the JSNA includes the following:

- Detailed socio-economic and demographic foundation reports
- An extensive benchmarking exercise which defines local health and well-being priorities in terms of worse performance compared to the national average
- A series of priority summaries providing detailed facts and figures, trends and inequalities information plus a synopsis of evidence of effectiveness
- A set of in-depth needs assessments including three deep dive reports covering obesity in adults and children; dementia; and speech and language development.

5.3 Joint Strategic Health and Well-being Priorities

The JSNA core dataset benchmarking exercise is based on the nationally recommended indicator set. The benchmarking exercise uses a RAG (red, amber, green) rating system to compare local performance against a wide range of benchmarks including national and regional averages and peer PCTs and Local Authorities in the Office for National Statistics (ONS) Manufacturing Towns classification group.

The benchmarking process identified a series of indicators where performance is “statistically significantly worse than the national benchmark position”. These indicators clearly map to the top health and well-being priorities identified by the PCT in its Strategic Plan and by the Council in its Health and Well-being Strategy and the Children and Young People’s Plan.

The shared priority across the two organisations to engaging with the public and patients and putting people first is an overarching priority.

5.4 The JSNA Deep Dives

The JSNA deep dives for obesity, dementia and speech and language development used a range of methodologies to undertake in-depth needs assessment across the three programme areas. Although the methodologies for the needs assessments differed, each deep dive included some or all of the following components:

- Reviews of evidence-based practice and national guidance;
- Mapping of current service provision against current need, demand and supply;
- Consideration of the views of the public, patients and service users and professional stakeholders.

All three deep dives include a series of detailed recommendations which are being used to develop and refresh strategies for across the three areas. Some of the recommendations have started to be implemented and, therefore, will shortly directly impact on service development.

5.5 Influencing the Commissioning Process

Undertaking needs assessment is a key part of the commissioning cycle. Lead Commissioners from the Joint Commissioning Team, which works across the PCT and Local Authority, have been core members of the JSNA steering group from its inception. The three deep dive needs assessments have been coordinated by responsible Lead Commissioners and Commissioning Managers within their teams.

There is evidence that the findings from the deep dives have already directly influenced the development and refresh of multi-agency health strategies.

In 2009/10, the emerging outputs from the JSNA have been shared with Commissioners across the PCT and Council. The intelligence in these documents has been used to refresh the commissioning dashboards as part of the preparations for the 2010/11 business planning round for both PCT and Council.

5.6 Developing the JSNA – the next steps

An early refresh of version 1 of the 2009 JSNA is expected in December 2009. The second version of the JSNA will incorporate further analyses and intelligence and will directly contribute to the review of the Health and Well-being Strategy / Priority Plan which will be developed during January and February 2010. The JSNA will also be used to inform forthcoming reviews of the Children and Young People's Plan.

A workshop event to review of the JSNA process and outputs will be undertaken by the end of the year. This event will involve consultation with key stakeholders including professionals and the public. The review of best practice in JSNAs nationally undertaken in 2009 will be repeated.

A key area for development will be how to embed involvement of the public, patients and service users in the JSNA process. Further consideration will also be given to developing the process which ensure that findings from the JSNA are used to systematically influence commissioning to ensure needs-led service development.

6. Equal Opportunities

Reducing inequalities related to health and well-being is one of the top ten priorities identified in the JSNA. Variations in health status, service usage and health and well-being outcomes are investigated for the priority areas in the JSNA. This includes identification of inequalities which are related socio-economic deprivation, age and gender as well as geographical variations for example between wards or population groups.

7. Environmental Impact

None

8. Legal Comment

Section 116 of the Local Government and Public Involvement in Health Act 2007 came into force on 1st April 2008 and requires an assessment of relevant needs (Joint Strategic Needs Assessment) to be prepared and published by each responsible local authority jointly with each of its partner Primary Care Trusts, in accordance with guidance issued by the Secretary of State.

The JSNA identifies areas for priority action through Local Area Agreements and informs Sustainable Communities Strategies.

The Department of Health published guidance upon the JSNA process on 13th December 2007, which complements the statutory guidance "Creating Strong, Safe and Prosperous Communities" published on 9th July 2008, builds upon the Commissioning Framework for Health and Wellbeing published on 6th March 2007 and is to be read alongside the NHS Operating Framework. The JSNA core data set was published on 1st August 2008.

9. Links with Corporate Priorities

The top ten priority health and well-being outcomes identified through the Joint Strategic Needs Assessment are strongly aligned to the Council's corporate priorities and the PCT's World Class Commissioning priority health outcomes. The three priorities identified in the Being Healthy section of Children and Young People's Plan are identified as priorities in the JSNA and are also identified within the PCT's top ten WCC priority outcomes.

10. Financial Implications

- 10.1 Existing strategies pick up many, if not all of the priorities consolidated in the JSNA, therefore the current budget framework for the provision of Council care and housing services take account of the resource implications of the priorities identified.
- 10.2 In addition, the Council's budget strategy for the next three years includes consideration of the resources available for care services and other relevant areas, such as housing provision. Decisions about the future budgets strategy for the Council and consultation will be carried out during the latter part of 2009. The provision of services to meet the needs identified through the JSNA will be undertaken within the resources allocated by the PCT and Council. The outlook for the tightening of future Government spending on Public services will make such decisions very difficult. In addition, the future direction of service delivery, applying the future shape of services under "Putting People First" and the future funding of care services being consulted upon by Government is likely to significantly change the application of existing Council funding for care services.

11. WARD IMPLICATIONS

The content of this report is relevant to all Wards.

12. BACKGROUND PAPERS

JSNA presentation delivered at the Adult Health and Well-being Partnership Board on 23rd September 2009

Report prepared by:

Helen Onions (on behalf of the Telford and Wrekin JSNA Steering Group)
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NHS Telford and Wrekin Helen.onions@telfordpct.nhs.uk

APPENDIX I

Telford and Wrekin Joint Strategic Health and Well-Being Priorities
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JSNA Core Dataset "worse than average performance" Indicators	Priority Health Outcomes	Adult Health and Well-being Partnership Priorities	Children's Trust Plan Health Priorities	PCT World Class Commissioning Outcome Metrics
	Engaging with and Putting Patients and the Public First	✓	✓	Patient Experience
Overall multiple deprivation	Health Inequalities	✓	✓	Narrowing the gap in all-cause mortality rates
Children living in poverty				
All-Age All-Cause Mortality (persons)	Life expectancy	✓		All-Age All Cause Mortality Rate
All-Age All-Cause Mortality (males)				
Life Expectancy (males)				
Healthy life expectancy at age 65 (males)				
Healthy life expectancy at age 65 (females)				
Premature mortality rate from all circulatory diseases <75 (persons)	Cardiovascular disease	✓		Premature mortality rates from circulatory diseases
Premature mortality rate from all circulatory diseases <75 (males)				
Premature mortality rate from coronary heart disease <75 (persons)				
Premature mortality rate from coronary heart disease <75 (males)				
Hospital admission rate for myocardial infarction (all ages)				
Management of blood pressure in CHD patients				
Management of blood pressure in stroke				
Management of blood pressure in hypertensive patients				
Management of cholesterol in CHD patients				
Prevalence of obesity in Reception year children (aged 4-5 years)				
Prevalence of overweight in Reception year children (aged 4-5 years)				
Deaths attributable to smoking	Smoking	✓		Smoking quitters
Smoking in pregnancy				
Breastfeeding initiation at birth	Breastfeeding		✓	Duration of breastfeeding at 6-8 weeks
Breastfeeding duration at 6-8 weeks				
Under 18 conception rates	Teenage pregnancy		✓	Under 18 conception rates
Under 16 conception rates				
Early termination of pregnancy (under 10 weeks)				
Hospital admission rates for alcohol-related harm	Alcohol-related harm	✓	✓	Hospital admission rates from alcohol-related harm
Hospital admission rates for alcohol-specific conditions				
Hospital admission rates for alcohol-attributable conditions				
Patients admitted within 18 weeks (all)	Acute Care			Patients seen within 18 weeks
Patients admitted within 18 weeks (day cases)				
Patients admitted within 18 weeks (inpatients)				
Patients admitted within 18 weeks (non-admitted)				