

TELFORD & WREKIN COUNCIL

CABINET – 27 OCTOBER 2009

HALF YEAR PERFORMANCE MANAGEMENT REPORT 2009/10

REPORT OF HEAD OF POLICY, PERFORMANCE AND PARTNERSHIP

1. Purpose

- 1.1. To take a first look at performance information for 2009/10 against the Council's corporate priorities, identifying areas of good performance, and those areas where improvement is required.
- 1.2. To set out an approach to support performance improvement in 2009/10.

Recommendations

That Cabinet:

- **note the current projected level of end of year performance;**
- **endorse the approach to refer LAA targets identified as of concern to the Partnership Planning & Performance Group.**

2. Background/Context

- 2.1 2009/10 is the second year of monitoring the new performance framework, including the National Indicator Set (NIS). Unlike 2008/09 we now have trend information (local only) with which to identify 'direction of travel' as well as our performance against targets in 2009/10 (where targets are available). We still have not received national comparative data for 2008/09 - this is due towards the end of 2009.
- 2.2 At this stage of the year we are only able to report on **NIS, Priority Plan** and **LAA** indicators. We are not able to report on annual survey based satisfaction indicators and other annual indicators (such as crime and anti-social behaviour, conditions of roads and footpaths).

3. Performance at 6 months 2009/10

- 3.1 Performance and targets are currently available for **194 out of 394 indicators** in the corporate performance framework.

Of these 194 indicators, we are currently projecting to **achieve 78% of our targets overall** (151 indicators). The number of PIs we are projecting to have improved at year end is 63% (compared to 59% at the end of 2008/09).

3.2 Breaking this down further we are projecting:

Theme	On Target	Improving by year end	Deteriorating by year end
LAA	70% (14 out of 20 indicators)	79% (15 out of 19)	21% (4 out of 19)
Vision	69% (11 out of 16 indicators)	67% (10 out of 15)	27% (4 out of 15)
Priority Plan	78% (119 out of 152 indicators)	62% (76 out of 123)	28% (35 out of 123)
NIS	79% (82 out of 104 indicators)	68% (67 out of 99)	25% (25 out of 99)
Overall	78% (151 out of 194 indicators)	63% (101 out of 161)	28% (45 out of 161)

3.3 A copy of our Performance Healthcheck Report available on the Council's website at www.telford.gov.uk/Council+democracy/Council+performance. This provides an overview of projected performance for 2009/10 along with a direction of travel for the last 4 years. The key messages from this report for each Community Priority are:

Securing Sustainable Housing Regeneration and Development

Total number of PIs	PIs where data and target are available	% hitting target	% projected to improve	% projected to get worse
19	14	86%	50%	42%

Areas of good performance	Areas of concern
<ul style="list-style-type: none"> Processing of major planning applications – currently exceeding last year's performance and on track to meet year end target. Homelessness acceptances from 16 - 24 year olds has reduced and is projected to exceed target. On maximum performance (100%) for care leavers living in suitable accommodation which is forecast to be maintained for the rest of the year. 	<ul style="list-style-type: none"> The number of net additional homes provided has reduced compared to last year (due to economic downturn) and is not expected to reach target (LAA). Due to the current slump in the housing market no completions of supported and specialist housing are forecast. There has been a reduction in the number of adults with learning difficulties in settled accommodation.

Giving Children & Young People the Best Possible Start in their Lives

Total number of PIs	PIs where data and target are available	% hitting target	% projected to improve	% projected to get worse
116	59	71%	75%	21%

Please note: When we refer to exam results we are referring to the 2008/09 academic year (i.e. September 2008 – July 2009). All exam results are provisional at the moment, and are likely to be confirmed at 8 month monitoring.

Areas of good performance	Areas of concern
<p><u>Enjoying & Achieving</u></p> <p><u>Attainment</u></p> <ul style="list-style-type: none"> Provisional figures show there has been an increase in the number of pupils achieving 5 or more A* - C GCSEs including English and Maths (48%) This result is closer to the national average, though it will not be clear whether it has been met or exceeded until a confirmed national figure has been released (LAA). Exceeded target for children receiving at least 78 points at foundation stage (LAA). Reduction in number of schools where 30% or less pupils obtain 5 A*-C GCSE including English and Maths. This figure has dropped from 3 to 2 and is based on provisional results (August 2009). <p><u>Attendance & Behaviour</u></p> <ul style="list-style-type: none"> Persistent absence rates at secondary school are down from 5.6% to 4.59% (LAA). The rate of permanent exclusions has also improved and is expected to exceed target. There has been a reduction in half days missed due to total absence in secondary schools (though not hitting target). The number of secondary schools judged as having 'good' or 'outstanding' standards of behaviour has greatly improved and exceeds target (this does not include Academies). 	<ul style="list-style-type: none"> Provisional figures show only a slight increase in schools achieving level 4 or above in English and Maths at KS2 - 69% compared to 68% in 08/09. The target for this year is 80%. (LAA). There has been a reduction in progression by 2 levels in Maths between KS1 and KS2 from 70% in 08/09 to 63.7% (LAA). Although improving, the target for English will also be missed (LAA). <p>There has been an increase in half days missed due to total absence in primary schools – from 4.98% to 5.26%.</p> <p>We still have 1 school in special measures (Southall) though this is expected to change over the coming months.</p>

Areas of good performance	Areas of concern
<ul style="list-style-type: none"> We have delivered our target of 100% of Sure Start Children Centres. 	

Areas of good performance	Areas of concern
<p><u>Youth Offending</u></p> <ul style="list-style-type: none"> Reduction in the number of young people within the Youth Justice System receiving a conviction compared to the previous year and the target is expected to be achieved. Exceeding target of young offenders accessing suitable accommodation - there has been a reduction in the number of 16/17 year olds in B&B accommodation. We are also achieving 100% for care leavers (age 19) who are living in suitable accommodation and we expect to maintain this throughout the year. 	
<p><u>Safeguarding</u></p> <ul style="list-style-type: none"> Stability of placements for looked after children are improving for number of moves and length of placements. Targets are expected to be met or exceeded this year. To date there are no child protection plans lasting 2 years or more and we hope to maintain this. We continue to achieve 100% in terms of child protection cases being reviewed within timescale. Looked after children cases reviewed within required timescales is currently on maximum performance (100%) and looks to be maintained for the rest of the year. 	<ul style="list-style-type: none"> There has been a significant reduction in the timeliness of placements of looked after children for adoption. We achieved 100% last year but we are projecting 80% this year, with current performance at 62.5% (there are a number of children who have complex issues and this has affected current performance).
<p><u>Economic Well-being</u></p>	<ul style="list-style-type: none"> 16 – 18 year olds who are not in education, training or employment (NEETs) continues to increase - from 9.9% in 08/09 to 10.6% (LAA).

Maintaining a High Quality, Attractive and Sustainable Environment

Total number of PIs	PIs where data and target are available	% hitting target	% projected to improve	% projected to get worse
49	34	79%	56%	13%

Areas of good performance	Areas of concern
<p><u>Environment</u></p> <ul style="list-style-type: none"> Household waste recycling has increased again (partly due to the roll - out of additional receptacles for residents across the Borough) and consequently there has been a decrease in the amount of household waste (LAA). The amount of waste that is reused or composted has risen due to the high proportion of green waste over the summer period. All targets are likely to be exceeded this year. Adapting to climate change – in preparing to manage risks to service delivery, level one has been achieved. Level 2 is forecast to achieved by year end (this is our target - there are 5 levels in total). On track to achieve all our Council Promises. Maintaining excellent levels of street cleanliness in terms of litter, graffiti and fly posting – all exceeding year end targets. 	
<p><u>Transport</u></p> <ul style="list-style-type: none"> The number of people registered on the journey share database has increased since 08/09 and is projected to meet the year end target of 1,320. 	<ul style="list-style-type: none"> The number of bus services running on time (for non frequent services) is projected to miss target.

Creating a Safe, Strong and Cohesive Community

Total number of PIs	PIs where data and target are available	% hitting target	% projected to improve	% projected to get worse
57	25	88%	50%	41%

Areas of good performance	Areas of concern
<ul style="list-style-type: none"> There has been a reduction in the number of children killed or seriously injured, compared to the previous year (2 in 2009/10 compared to 6 in 2008/09) There has been an increase in the number of young people receiving arts awards and we are likely to exceed targets. Contributory factors include initiatives such as 'Telford's Got Talent'. 	<ul style="list-style-type: none"> Arson incidents (deliberate and secondary fires) – although data is not currently available, both these indicators are projected to get worse by the end of the year. This is as a result of new recording practises which have been implemented following advice from CLG. The number of offenders going into employment at the end of their 'order' or 'licence' is projected to come down this year – from 48% to 40%.

Promoting Healthy Communities and Improving the Quality of Life of Vulnerable and Older People

Total number of PIs	PIs where data and target are available	% hitting target	% projected to improve	% projected to get worse
35	13	77%	77%	23%

Areas of good performance	Areas of concern
<ul style="list-style-type: none"> There has been an increase in the number of vulnerable people achieving / maintaining independent living (based on first quarter data). We are projecting to meet target at year end. (LAA) The number of households living in temporary accommodation has come down again this year from 76 to 60, though this is a snapshot to date. We are projecting to meet our year end target of 65 (LAA). The number of homeless households who are able to access permanent accommodation has increased from 59% to 71% with a further increase predicted later this year. The number of visits to leisure facilities continues to increase and is projected to exceed target as a result of the introduction of the free swimming 	<ul style="list-style-type: none"> Social Care clients receiving self directed support – the current figure is particularly low (4.01%) against the year end target of 20%. Performance is currently under review and it is expected that this figure should rise later on in the year (LAA). There has been a drop in the number of adults with learning disabilities and adults receiving secondary mental health services in employment. There has been an increase in the number of people receiving income benefits living in homes with a low energy efficiency rating – this may have been affected by the current economic/ employment situation. The number of clients receiving assessment within acceptable waiting time has reduced compared to last year

Areas of good performance	Areas of concern
<p>initiative for under 19s and over 45s.</p> <ul style="list-style-type: none"> Improvements have been made in tackling fuel poverty – there has been a large increase in the number of people who receive income based benefits living in homes with a high energy efficiency rating - up from 19% in 08/09 to 38% for 09/10. 	<p>and investigations are currently taking place into why this has happened.</p>

Strengthening the Local Economy and Skills of Local People

Total number of PIs	PIs where data and target are available	% hitting target	% projected to improve	% projected to get worse
36	14	64%	60%	40%

Please note: At this point of the year there is limited data available for this priority. This is because data is either annual or is coming from partner organisations later in 2009/10. These areas include:

- Telford Town Centre/Borough Towns
- Business and tourism
- Learning and skills
- Working age people claiming benefits

Areas of good performance	Areas of concern
<ul style="list-style-type: none"> Our employment rate of 76.3% is currently above the regional average for the West Midlands (71.7%) and the national average (74.2%). 	<ul style="list-style-type: none"> The percentage of workforce employed in knowledge economy occupations has come down since last year (now at 35.4%) and is below the regional (39.5%) and national (43.4%) averages. Indications from a recent hotel occupancy survey for the West Midlands region suggests our local hotel occupancy rates for business and leisure are below the national average (60% compared to 65%). There has been a reduction in the 'Wheels to Work' scheme due to a reduction in our funding, though work is currently underway with local partners to explore joint funding and charging policies as well as working with the voluntary sector on external funding bids.

An Efficient, Effective and Customer Focused Council that Delivers Value for Money for our Customers

Total number of Pls	Pls where data and target are available	% hitting target	% projected to improve	% projected to get worse
95	40	83%	58%	42%

Areas of good performance	Areas of concern
<ul style="list-style-type: none"> • Service efficiency reviews are on track to achieve target – one has been completed so far this year (Transport) with another 3 in progress, due to be completed before the end of the year (Environmental Services, Financial Management and Leisure Services). • Progress against the Equality Framework continues. • There has been an increase in local satisfaction with complaint handling • We have met the Electoral Commission performance standards. • The number of apprentices and work placements are on track to meet or exceed target this year. 	<ul style="list-style-type: none"> • There has been an increase in the number of abandoned calls in our contact centres as well as average answer delays – this is in the context of increased demand for services as a result of the recession for example the number of calls to the Benefits Services has increased by 13.5%. • Revenue income from our property investment portfolio is projecting to miss target. This is because a number of existing tenants are going into liquidation, due to the current economic climate. • The % of gross debit arrears outstanding has gone up – overall it is 1.89% off target (equating to over £1.5 million in outstanding debt). The majority of this relates to new debt (2 – 6 months old). The vast majority of this has already reached pre bailiff or legal stage - figures continue to be closely monitored on a monthly basis.

3.4 It is apparent from the 'areas of concern' that we are seeing more of the effects of the economic recession this year than last year, particularly around housing, tax and income collection, as well as demand on the benefits service.

3.5 We know from previous years that in-year monitoring suggests a higher rate of achievement than the actual picture at year end. To put this into context, at this time last year we were projecting to hit:

- 3.5.1.1 85% of our NIS targets - we achieved 66% at year end
- 3.5.1.2 81% of our Priority Plan targets - we achieved 57% at year end
- 3.5.1.3 75% of our LAA targets - we achieved 46% at year end

3.6 We are working with Portfolios to ensure that in-year end of year projections are meaningful to ensure that we are correctly identifying where the necessary focus to drive improvement should be focused.

4 Driving improvement

4.1 Whilst we recognise that there are some areas of good and improving performance, there continues to be a need to re-focus our approach to driving improvement. As part of this, we are developing a partnership approach to scrutinising and supporting performance.

We are proposing that a first action of the new Partnership Planning & Performance Group will be to review Action Plans for LAA indicators we are not forecasting to achieve end of year target – where appropriate this group will report back to Cabinet. Associated with this will be the development of a partnership 'task force' developing a 'Total Place' approach to NEETs. These LAA indicators are:

- Young people not in education, employment or training (NEETs)
- Progress between KS1 & KS2 in English and Maths (2 targets)
- Schools achieving Level 4 or above in both English & Maths at KS2
- Social Care clients receiving self directed support
- Net additional new homes

4.2 Between now and 8 month monitoring, we will be engaging with Portfolios to:

- 4.2.1.1 Review indicators to ensure in-year forecasting is effective
- 4.2.1.2 Fill in the 'gaps' to complete outstanding data and targets. To support this we are holding a workshop around target setting for satisfaction indicators, in particular Place Survey as there have been problems recognised nationally over the methodology we should apply. (This is planned for the start of October)
- 4.2.1.3 Finalise the 'equalities' basket of indicators
- 4.2.1.4 Implement the recommendations of the Internal Audit review (from Summer 09), and ensure that appropriate action plans are put in place for monitoring during 2009/10.

5 Equal Opportunities

A proportion of our performance measures focus on equality and diversity. These measures reflect workforce development and service delivery, and are aligned with the Council's key priority areas.

We monitor this information to help us better understand the breakdown of our local communities and to address any issues we may identify as part of this process.

The information is monitored corporately and reported to the Equalities Sub Group and Equalities Board regularly throughout the year.

6 Environmental Impact

Some of the financial outturns and performance indicators monitor environmental issues.

7 Legal Comment

The Council has a legal duty under the Local Government Act 1999 to secure continuous improvement in the delivery of services. Under Comprehensive Area Assessment, the Council's arrangements for performance management and financial management are assessed.

The Organisational Assessment explores how well the Council secures value-for-money for the community and the processes it has put in place for improving Value for Money.

8 Financial Implications

This report needs to be read with the latest Financial Monitoring Report which is attached.

9 Ward Implications

This report relates to the performance of Council services across the Borough.

10 Opportunities and Risk

In monitoring our service performance, we are identifying and managing risks to service delivery and the achievement of our priorities.

Report prepared by Jon Power: Partnership & Performance Manager: Tel: 80141

TELFORD & WREKIN COUNCIL**CABINET – 27TH OCTOBER 2009****2009/10 FINANCIAL MONITORING REPORT – SUMMARY REPORT****REPORT OF THE HEAD OF FINANCE & AUDIT****1.0 PURPOSE**

To provide Members with the latest financial monitoring information for 2009/10 relating to: the revenue budget and capital programme, income and the payment of supplier invoices.

2.0 RECOMMENDATIONS**Members are asked:**

- 2.1** To note the overall financial position which is currently projecting to be within budget by year end.
- 2.2** To approve the virement of £1m into Children & Families, detailed in para. 5.4, which following Cabinet will go forward to Council for approval
- 2.3** To note the performance against income targets.
- 2.4** To note the underperformance against the target for paying supplier invoices and the action needed to address this.
- 2.5** To approve the new capital allocations, capital virements, and re-phasing detailed in Appendix III, which following Cabinet will go forward to Full Council for formal approval; and the use of the revenue contingency detailed in para. 6.1.

REVENUE

Overall the budget is projected to be within budget by year end.

Changes since the July Cabinet Report

The key changes are the significant increase in the cost of Looked After Children and Specialist Education together with benefits from reviewing pay and general inflation and treasury activities.

Variations - £m	July Report	Change	Current Projection
Looked After Children	+1.000	+1.077	+2.077
Specialist Education	+0.286	+0.250	+0.536
CYP One off Funds	0.000	-0.718	-0.718
PIP rentals	+0.401	+0.241	+0.642
ACW Purchasing Budgets	-0.129	+0.154	+0.025

Increased recycling	0.000	-0.200	-0.200
Pay/General Inflation Review	0.000	-0.970	-0.970
Benefits Subsidy (reduced B&B usage)	0.000	-0.113	-0.113
Treasury Management	-0.300	-0.600	-0.900
Public Inquiry Costs	+0.325	0.000	+0.325
Concessionary Travel	0.000	-0.060	-0.060
Shortfall in Planning Fees (net of bals)	0.000	+0.100	+0.100
Other	-1.757	+0.019	-1.738
Total	-0.174	-0.820	-0.994

Overall Current Position

The revenue position is summarised below with further detail available in the overall report and appendices.

Portfolio	Service Pressures	Council Wide Pressures	Total Variations	Cumulative Bwfd Service Balances
	£m	£m	£m	£m
Children & Young People	1.704	0.000	1.704	0.136
Environment & Regeneration	0.130	0.623	0.753	(0.268)
Adult & Consumer Wellbeing	0.046	0.000	0.046	(0.285)
Resources	(0.339)	0.182	(0.157)	(0.667)
Chief Executive/Policy	0.034	0.012	0.046	(0.068)
Corporate	0.000	(3.386)	(3.386)	(0.148)
Total Overspend/(Underspend)	+1.575	(2.569)	(0.994)	(1.300)

CAPITAL

- **Spend is currently £9.9m** against a total capital programme of £67.6m i.e. 14.6%, which is usual for this point in the year. However, service areas must ensure that capital projects are effectively managed during the year so that they are delivered on time and within budget.
- A key area to monitor is the delivery of the capital receipts

INCOME COLLECTION – August 2009

	Actual	Target	Performance
Collection Levels:			
Council Tax Collection	48.15%	47.50%	+0.65% ahead of target
NNDR Collection	51.67%	52.15%	-0.48% behind target
Debt Levels:			
Sales Ledger – General	6.79%	4.9%	+1.89% behind target
Sales Ledger - ACW	1.0%	2.6%	1.60% ahead of target

NB targets have already been reduced compared to previous years to allow for the impact of the “credit crunch”

PAYMENT OF INVOICES

2009/10 Target	Performance	
	End of August	Year to Date
To pay 95% of invoices within 20 days	96%	94%

TELFORD & WREKIN COUNCIL

CABINET – 27TH OCTOBER 2009

2009/10 FINANCIAL MONITORING

REPORT OF THE HEAD OF FINANCE & AUDIT

1.0 PURPOSE

To provide Members with the latest financial monitoring information for 2009/10 relating to: the revenue budget and capital programme, income and the payment of supplier invoices.

2.0 RECOMMENDATIONS

Members are asked:

- 2.1 To note the overall financial position which is currently projecting to be within budget by year end.**
- 2.2 To approve the virement of £1m into Children & Families, detailed in para. 5.4, which following Cabinet will go forward to Council for approval**
- 2.3 To note the performance against income targets.**
- 2.4 To note the underperformance against the target for paying supplier invoices and the action needed to address this.**
- 2.5 To approve the new capital allocations, capital virements, and re-phasing detailed in Appendix III, which following Cabinet will go forward to Full Council for formal approval; and the use of the revenue contingency detailed in para. 6.1.**

3.0 SUMMARY

3.1 Revenue

Overall revenue spend is currently projecting to be within budget by year end. The cost of Looked After Children has significantly increased since the last report with an overspend of £2.1m currently being projected. The overspend on Specialist Education has also increased and now stands at £0.536m. CYP have identified some one-off funds which assist the overall position, however the underlying cost is a key pressure that needs to be addressed in the remainder of this year and for the future budget strategy. Pay and General inflation allowances have been reviewed giving a benefit of £0.970m which together with Treasury Management surpluses of £0.900m has assisted the overall position.

3.2 Capital

The 2009/10 approved capital programme is £67.6m; to date 14.6% spend has taken place, which is normal at this early stage in the year.

3.3 Income Monitoring

Council tax collection and A&CW sales ledger are ahead of target; NNDR and General Sales Ledger are behind target which is a reflection of the impact of the recession. It should also be noted that targets were adjusted to take into account the economic conditions.

3.4 Invoice Payment Performance

The target for 2009/10 is to pay 95% of invoices within 20 days; overall year to date performance is below this at 94%. All Portfolios, except CYP, met or exceeded the target in August. Portfolios are asked to review processes to ensure prompt processing of invoices so that the target is met by year end.

4.0 PREVIOUS MINUTES

- 4.1 05/03/09 – Full Council, Service & Financial Planning Strategy
21/07/09 – Cabinet, Financial Performance Report



5.0 2009/10 REVENUE BUDGET

- 5.1 Detailed variations are listed in Appendices I and II and are summarised in the table below. This currently shows spend within budget at year end.


Portfolio	Service Pressures	Council Wide Pressures	Total Variations	Cumulative Bwfd Service Balances
	£m	£m	£m	£m
Children & Young People	1.704	0.000	1.704	0.136
Environment & Regeneration	0.130	0.623	0.753	(0.268)
Adult & Consumer Wellbeing	0.046	0.000	0.046	(0.285)
Resources	(0.339)	0.182	(0.157)	(0.667)
Chief Executive/Policy	0.034	0.012	0.046	(0.068)
Corporate	0.000	(3.386)	(3.386)	(0.148)
Total Overspend/(Underspend)	+1.575	(2.569)	(0.994)	(1.300)






- 5.2 The projected service variations fall to portfolios to cover from their balances or offsetting areas of underspend under their control.







- 5.3** The larger projected variances (those over £100k) are highlighted separately below, while full detail on all variances over £50k are shown in Appendices I and II.



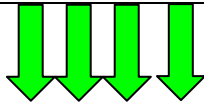



Key		
£0 to £100k	↑	 Underspend
£100+to £250k	↑↑	 Overspend
£250+to £500k	↑↑↑	
over £500k	↑↑↑↑	

Service Variances

Portfolio	Projected Variation £m [change]	
CHILDREN & YOUNG PEOPLE		
<p>The Portfolio is currently projecting an overspend of £1.704m for the year which is £0.478m higher than last reported. This relates to a significant increase in the costs of Looked After Children and the provision of Specialist Education.</p> <p>Children & Families – A total overspend of £2.077m relating to Looked After Children. This budget is extremely volatile as children moving in and out different placements can make significant changes in the projected financial position. The overall overspend peaked recently at £2.292m but is now projected at £2.077m overspend by year end.</p> <p>£1.5m relates to LAC. The current number of Children in Care has increased to 260. Projections for the full year have been based on the current numbers in care, type and length of placements. The numbers reflect an additional 20 to 25 placements above the average throughout the last financial year. A significant increase has been experienced in the External Foster care placements with an additional 19 placements being made since January 2009 - the average cost of an annual placement of this type is approximately £40k.</p> <p>£0.564m relates to Social Workers and the additional cost of agency staff, due to ongoing</p>	<p>+2.077 [Increased Overspend]</p>	

<p>vacancies, an increased number of assessments required, additional legal services support and increased court fees. A review of the Safeguarding 'front door' has been commissioned, to identify areas of best practice and organisational development and improvement.</p> <p>This position may change dependent on future movement in placements and placement types, and with the impact of the placements strategy; this is in the final phase of development, focusing on improved outcomes and efficient use of resources. Monitoring of external and leaving care placements and costs are subject to a robust monitoring system.</p> <p>The service has identified £0.428m of one-off funds towards the overspend in 2009/10.</p>	-0.428m	
<p>Specialist Education – Pressure continues and the projected overspend is based on the latest information available; £0.336m relates to additional costs arising from the placement of 3 children in September.</p>	+0.536 [Increased Overspend]	
<p>One off Grant Funds – the Portfolio has identified balances and flexible use of grant funding to assist the overall position on a one-off basis.</p>	-0.290	
ENVIRONMENT & REGENERATION		
<p>The Portfolio is currently projecting to be £0.130m overspent at year end. Within this there are a number of pressures identified, including footpath works at Wellington Cemetery; a reduction in Section 106 interest monies; and reduced planning fee income due to the economic downturn.</p>		
<p>Asset & Property Management – projected shortfall in PIP rental income due to a high level of void properties; an impact of the recession. The service is actively trying to increase occupancy levels</p> <p>Use of one-off balances to meet rental shortfall</p>	<p>+0.400 [Increased Overspend]</p> <p>-0.100</p>	 

Landfill costs – benefits from increased recycling and diversion from landfill.	-0.200 [Increased benefit]	
ADULT & CONSUMER WELLBEING		
The Portfolio is currently projecting an overspend of £0.046m for the year. This is an increase from the previous monitoring		
Adults with Learning Difficulties – increased cost of care packages due to an increase in demand as clients move from Children's to Adult Services. This is partly offset from Assessment & Care Management underspends, due to vacant posts.	+0.177 [reduced overspend] -0.138 [reduced benefit]	 
Older People Services – a benefit of £0.206m is currently projected which is due to the additional funds allocated as part of the budget strategy and may potentially be needed to meet high demand over the winter period.	-0.206 [reduced benefit]	
Housing Needs – the cost of initiatives to reduce the number of people in temporary accommodation; reducing the usage and cost of B&B has a positive impact on the amount of benefit subsidy the authority loses which is flagged as a corporate benefit below)	+0.104 [increased overspend]	
Leisure Services Income – shortfall against income targets at the Ice Rink and Madeley Court; £0.080m projected surplus at other leisure sites is forecast to offset this.	+0.135 -0.080	
RESOURCES		
The Portfolio is currently projecting an underspend of £0.339m which relates to a number of variances under £100,000. This includes savings from 6 vacant posts in ICT which are being put forward towards the 2010/11 savings strategy and additional benefits administration grant.		
CEX/POLICY		
CEX and Policy are currently showing an overspend of £0.034m which is a number of minor variances under £50,000.		

Council Wide and Other Non-Controllable Budgets		
A number of corporate pressures are highlighted including the costs of managing Stoneyhill closed landfill site; funding for the Business Efficiency Team; external audit fees; a shortfall in land charges income; and costs associated with the Coroner.		
Asset & Property Management – loss of PIP rental income due to voids at Euston House.	+0.242 [increased overspend]	
Housing & Council Tax Benefit Subsidy – the use of Bed & Breakfast accommodation for homelessness cases cost the Council £0.477m in lost subsidy in 2008/09, part of which was budgeted. The final overspend on the subsidy as a whole, including the B&B cases, was £0.291m. £0.200m additional funds were included in the 2009/10 budget and ACC are implementing an action plan to reduce the use of B&B. Initial trends show a decrease in this early part of the year, however given the economic climate, this is an area which will be closely monitored.	-0.113 [increased benefit]	
Treasury – benefits from restructuring undertaken earlier in the year, the impact of cash flow and the changed regulations for calculating MRP have given rise to a projected underspend of £0.900m for 2009/10. This is after meeting the additional revenue costs of the £6m BTI/Roads investment and the anticipated lower returns from Fund Managers. More detail is included in para 8. Below.	-0.900 [increased benefit]	
Pay/General Inflation – a review of pay and other inflation has taken place in light of the current low inflation levels.	-0.970 [increased benefit]	
Planning & Environment – 2009/10 costs associated with the public inquiry into the planning application for opencast mining in Lawley. There is potential of another inquiry which will incur costs in 2009/10 relating to the waste incinerator.	+0.325 [unchanged]	
Business Efficiency Team – the unfunded element of the business efficiency team	+0.114 [slight increase]	

Princess Royal Hospital Campaign – costs to support the provision of health care for the borough are likely to be around £0.040m; approval to fund this from the contingency is sought below.	+0.040	
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- 5.4** It is proposed that, for 2009/10 only, the benefit from the pay settlement and the general review of inflation, is used to support the Children & Families budget. The following virement is put forward for approval to action this:

	£
Salaries budgets - 1% benefit from the pay settlement	-570,000
Various budgets – review of general Inflation	-400,000
Treasury Management	-30,000
Children & Families	+1,000,000

6.0 CONTINGENCIES

- 6.1** The 2009/10 budget includes combined contingencies of £1.596m which is set aside to meet any unforeseen expenditure:

	£m
General Revenue Contingency	0.596
Additional Contingency – one off only	1.000
	1.596
For Approval : Princess Royal Hospital Campaign	0.040
Uncommitted balance in contingency	1.556

7.0 **2009/10 CAPITAL PROGRAMME**

The capital programme for 2009/10 totals £67.560m. Expenditure at the time of compiling this report was £9.860m.

	2009/10 Approved Budget £m	2009/10 Expenditure To Date £m	%	2009/10 Projected Expenditure £m
Adult & Consumer Well Being	10.661	0.837	7.85	10.661
Building Schools for the Future	0.767	0.175	22.88	0.767
Children & Young People	14.841	3.325	22.40	14.841
Environment & Regeneration	35.488	5.414	15.26	35.488
Resources/ Council Wide	5.803	0.109	1.88	5.803
Total	67.560	9.860	14.59	67.560

- 7.1 There are a number of new allocations, virements and slippage reported which will require formal approval at Full Council. These are shown in Appendix III.

8.0 **TREASURY**

- 8.1 Following updated guidance from CIPFA, treasury policies, procedures and the associated management of risk are to be reviewed by the Audit Committee while Treasury Management performance will continue to be reported as part of the regular financial monitoring to Cabinet.

- 8.2 The Council's treasury management position at the beginning of the year and the current position is as follows: -

	31 March 2009 Principal £m	30 Sept 2009 Principal £m
Fixed Rate Borrowing	125.024	108.024
Variable Rate Borrowing	64.099	18.542
Total Debt	189.123	126.566
Investments - in-house	84.507	54.015
- with external managers	58.397	45.554
Total Investments	142.904	99.569
Net Indebtedness	(46.219)	(26.997)

8.3 **Activities since 1st April 2009**

Base Rate has been held at 0.5% since the start of the year and inflation has continued to fall.

The overall aim of Treasury Management is to achieve the maximum return with minimum risk. In this current period of lower interest rates the strategy is to reduce investments and borrowing as the opportunity arises.

Since the beginning of the year the Council has repaid £17m of PWLB debt, this consisted of 2 loans, one that was in discount for £213,378 and one that incurred a premium of £190,671. Under regulations discounts are taken to the revenue account over 10 years and premia are charged over 25 years, benefiting the revenue account by £14,000 each year for the first 10 years, coupled with this the loans were running at 4.25% and 4.5% and our temporary borrowing rates have been considerably lower than this. This short term saving will mainly benefit 2009/10 but will also have benefits in later years.

We have had a number of investments mature during the first part of the year and these have been used to repay temporary borrowing. The Council also carried out a review of Fund Managers during July and decided to reduce the number of fund managers from 3 to 2. At 31st August £8m had been returned to the Council with the remaining £11m being returned during September as it matures. This will be used to reduce temporary borrowing.

Overall our net indebtedness has fallen from £46.2m to £27.0m since the start of the year. This is consistent with the cashflow benefits the Council experiences each year with income from Council Tax and NDR more than offsetting revenue spend in the first half of the year. A lot of spend is geared to the second half of the year with the main part of this being capital spending.

There have been a number of reviews published since the Icelandic crisis, including those from the Audit Commission and Cipfa. The Council has reviewed its policies and procedures in the light of these reports and we have worked closely with our Treasury Advisors, Sector, during this time with whom we regularly monitor the Council's investment portfolio. Sector regularly updates information on credit ratings and their latest advice on the suggested length of investment has been shortened since November. All our investments were placed out before these changes and all met the investment criteria and limits at the time of investment. The Council has one investment which since entering into has now fallen slightly below our credit rating criteria. This investment is for £5m and is earning a very good return of 6.62% interest. The counterparty is guaranteed by the Belgium government and we currently see very little risk in continuing to hold this investment, a view that is shared by our treasury advisors. As the Council would have to pay a penalty for early repayment of the investment, if this could be agreed, and it would not be possible to re-invest at a yield anything like as high as 6.62% a decision to retain the investment has been taken; although the credit rating of the bank concerned will be regularly monitored. Sector have also advised that in terms of counterparty quality and income yield we hold the best internally managed portfolio of all their clients.

- 8.4 A projected benefit of £0.900m is reported for 2009/10. This is a combination of benefits from debt restructuring undertaken earlier in the year; changes to the way MRP is calculated (the amount the Council has to charge for the cost of borrowing); and cash flow net of underperformance of investment income, including Fund Manager returns and the revenue cost of the £6m BTI/Roads investment.

9.0 **CORPORATE INCOME MONITORING**

- 9.1 The Council's budget includes significant income streams which are regularly monitored to ensure they are on track. The three main areas are Council Tax, NNDR (business rates) and Sales Ledger income. Current monitoring information on first year collection rates is provided below.

The Council continues to pursue outstanding debt beyond the first year vigorously, until all possible recovery avenues have been exhausted, but also prudently provides for bad debts in its accounts. The economic conditions have been considered when setting the targets for 2009/10.

Council Tax	2008/09 Outturn	97.7%
	2009/10 Target	97.2%
	2009 Debit	£57.9m

First Year performance to the end of August is:

	Month End Target	Month End Actual	Aug 2008 Actual	Variance
The percentage of council tax collected	47.5%	48.15%	48.21%	+0.65% ahead of target

NNDR	2008/09 Outturn	98.3%
	2009/10 Target	97.8%
	2009 Debit	£65.6m

First Year performance to the end of August is:

	Month End Target	Month End Actual	Aug 2008 Actual	Variance
The percentage of NNDR collected	52.15%	51.67%	52.72%	-0.48% behind target

NNDR collection is 0.48% behind the target for August 2009 and 1.05% behind the actual in August 2008

Sales Ledger Income

Recovery processes for other income due to the Council varies between income billed by Social Services, around £24m p.a., and the rest, which is around £20m p.a.

Adult & Consumer Wellbeing – Social Care

Outstanding Debt	Target %	August 2009		
		£'000	%	
2 – 6 months	0.9%	93	0.4%	Inside target
7 – 12 months	0.6%	84	0.3%	Inside target
> 12 months	1.1%	61	0.3%	Inside target
Total	2.6%	237	1.0%	Inside target

Other Council Services

Performance to the end of August is:

Percentage of Outstanding Sales Ledger Debt:	Target	Month End Actual	Variance
2 – 6 months	2.5%	4.60%	2.10% outside target
6-12 months	1.1%	1.05%	0.05% inside target
Over 12 months	1.3%	1.14%	0.16% inside target
Total	4.9%	6.79%	1.89% outside target

The 2-6 month category is outside target by 2.1% due to a number of large invoices which have moved into this category; the majority of these cases have already reached the legal team or are at pre-bailiff stage.

10.0 PAYMENT OF INVOICES

- 10.1 In 2009/10 a target has been set to pay 95% of invoices within 20 days of receipt. Paying invoices promptly is one of the ways the Council can help suppliers as it benefits their cash flow. The payments system was also changed in February 2009 so that all invoices input are paid immediately.
- 10.2 Performance for August showed the Council overall achieving 96% with only CYP falling below the target at 94%. Performance for the year to date is slightly behind target at 94%. Portfolios are reminded to ensure invoices are processed promptly to ensure the target is met during 2009/10.

11.0 OTHER CONSIDERATIONS

Equality & Diversity

There are no implications directly arising from this report.

Environmental Impact

There are no implications directly arising from this report

Legal Comment

Regular financial monitoring forms part of the assurance for strong financial management. Section 28 of the Local Government Act 2003 makes it a statutory duty for Local Authorities to monitor their income and expenditure against budget, and to take action if overspends or shortfalls in income emerge.

Links with Corporate Priorities

Good financial monitoring and the efficiency agenda form part of building a Modern, Effective Council

Opportunities & Risks

The opportunities and risks associated with the report have been identified and assessed. Arrangements will be put in place to manage the risks and maximise the opportunities that have been identified.

Financial Implications

The financial implications are fully detailed within the report.

Ward Implications

District Wide Implications

12.0 BACKGROUND PAPERS

2009/10 Budget Strategy / Financial Ledger reports

Report Prepared by:

Ken Clarke, Head of Finance & Audit– 01952 383100;

Pauline Harris, Corporate Finance Manager - 01952 383701

TELFORD & WREKIN COUNCIL

CABINET – 27th OCTOBER 2009

PLANNING OF SCHOOL PLACES: STIRCHLEY PRIMARY SCHOOL AND THREE OAKS PRIMARY SCHOOL TRUST STATUS

REPORT OF CORPORATE DIRECTOR: CHILDREN AND YOUNG PEOPLE

1 PURPOSE

- 1.1 The purpose of this report is to feedback on formal consultation and to seek approval from the Cabinet to publish a statutory notice in relation to proposals to merge Stirchley Primary and Three Oaks Primary schools and redesignate the proposed new Trust primary school to become a partner of the Lord Silkin School Trust whilst retaining its individual status.

2 RECOMMENDATIONS

The Cabinet is recommended to:

- 2.1 **Authorise the Corporate Director: Children and Young People, to publish a statutory notice in respect of a proposal to merge and co-locate Stirchley Primary and Three Oaks Primary maintained schools into a new Trust primary school as part of the Lord Silkin Sports & Learning Community to open in September 2010.**
- 2.2 **Authorise the Head of Property & Design, in consultation with the Head of BSF, Resources and Social Regeneration, to negotiate the terms of the transfer of Land and Buildings in the new Trust School proposal and the Head of Legal Services to execute all necessary agreements and documentation relating thereto.**

3 SUMMARY

- 3.1 Formal consultation has taken place regarding the proposal to merge the existing Stirchley Primary and Three Oaks Primary Schools. This process was completed by the end of the summer term 2009. Recent guidance from the Department for Children Schools and Families (DCSF), however, requires that Local Authorities (LA's) increase where possible the diversity of school provision within their area. The DCSF has advised that since the Lord Silkin School became a Trust from September 2009, the expectation would be that

the new primary school would form part of the Trust. Since the two existing schools have already indicated that they are willing to be partners of the Trust, and the new school will form an integral part of the new Sports & Learning Community, it is felt to be the preferred available option.

- 3.2 Further consultation has taken place with the headteachers, governing bodies and staff in relation to the acquisition of trust school status.

4 PREVIOUS MINUTES

- 4.1 Cabinet 12th January 2009 Planning of Places – Stirchley Primary and Three Oaks Primary Schools.

5 INFORMATION

Background

- 5.1 Under the provisions of the Education & Inspections Act 2006, a Trust school is defined as a Foundation school with a foundation body. The school remains a Local Authority (LA) maintained school, which is supported by a charitable Trust which appoints some of the governors. It operates within the same framework as other maintained schools, teaching the National Curriculum, follows the School Admissions Code of Practice and is subject to inspection by Ofsted. Teaching staff will be employed under the terms of the School Teachers' Pay and Conditions Document. The LA will continue to fund the school on the same basis as all other LA schools and will retain its intervention powers if there are problems at the school. Trust schools differ because their charitable Trust establishes a long-term relationship with external partners and involves them in the school's governance and leadership.
- 5.2 The Trust partners of the new primary school will be: Lord Silkin School, TCAT, University of Wolverhampton, Fabweld and the Local Authority.
- 5.3 Initial consultation has taken place with both existing schools' Governing Bodies, and both sets of Governors unanimously voted to proceed with the Expression of Interest to form part of the Supported Schools Programme of the Specialist Schools and Academies Trust (SSAT). The LA submitted the Expression of Interest in July 2009 and approval is expected in due course.
- 5.4 Further consultation has taken place with both sets of school staff at a joint meeting on 14th September 2009, where LA officers explained the process of Trust acquisition and the changes to their contractual arrangements. No adverse comments were forthcoming and full support was given to the proposals.

6 EQUALITY AND DIVERSITY

6.1 The proposals detailed in the recommendations to this report would help to promote the Council's equality commitment in terms of:

- Reducing disparities in the current quality of both schools accommodation.
- Provide better, up to date facilities which meet the requirements of the Disability Discrimination Act and opportunities for social inclusion through extended learning, lifelong learning and early years & childcare provision.
- Ensuring sufficient quality places are available locally to the community within the Stirchley area.

The proposed transition to Trust school status will not affect the schools approach to ensuring equality and diversity. The school will remain committed to providing quality teaching and learning to all diverse groups within its community.

7 ENVIRONMENTAL IMPACT

7.1 All new buildings provided by funding from the Primary Capital Programme would be designed to the latest environmentally friendly and energy efficient standards and replace old outdated buildings which are energy inefficient.

8 LEGAL COMMENT

8.1 Changes to school organisation are governed by the requirements of the Education and Inspections Act 2006 and Guidance published by the Department for Children Schools and Families [DCSF].

8.2 The Local Authority is required to follow the statutory requirements in the Education and Inspections Act 2006 with reference to consultation.

8.3 Any decision, following consultation, to merge schools and to establish a new school requires the publication of a statutory notice which must stand for a 6 week period. If any objections are received within the notice period ultimate decision making passes to the independent Schools Adjudicator who may accept, reject or seek to amend the Trust School Proposal.

8.4 The freehold land and buildings which are occupied by the primary school will be transferred in accordance with the DCSF Guidance for the Transfer and Disposal of School Land in England from the Local Authority to the newly created Trust Primary School on the implementation of the acquisition of the Trust for nil consideration by virtue of the Education and Inspections Act 2006. The land and buildings will be held in trust by the Trust School for the duration

of its relationship with the School. Should this role cease the land and assets will revert to Local Authority.

9 LINKS WITH CORPORATE PRIORITIES

9.1 The specific proposals will all significantly contribute to the realisation of the Council's Community Priorities with particular emphasis in respect of:

- Transforming Telford & Wrekin;
- Giving Children & Young People the Best Possible Start in their lives;
- Maintaining a High Quality, Attractive and Sustainable Environment;
- Strengthening the Local Economy & the Skills of Local People.

10. OPPORTUNITIES AND RISKS

The opportunities and risks associated with this proposal have been identified and assessed. Arrangements will be put in place to manage the risks and maximise the opportunities that have been identified.

11 FINANCIAL IMPLICATIONS

11.1 The funding for the new school will be met from the Primary Capital Programme recently confirmed by DCSF following evaluation of the Authorities Primary Capital Strategy. The interim accommodation requirements e.g. temporary classbases will be met from capital receipts from the overall Borough Towns Initiative Sport and Learning Communities (BTISLC) Project.

11.2 Ongoing revenue savings will be realised through the merger of two primary schools into one single school due to the associated reduction in headteacher post, administration costs, repairs and maintenance on old buildings, utility services etc. These savings will be reinvested into all schools.

11.3 Trust School Status

There are no significant financial implications as the schools will remain LA maintained schools funded by the LA. An 80% mandatory charity National Non – Domestic rate relief is applicable to the Trust schools which when reflected in the schools' funding formula will release an amount of funding to be reinvested in all schools. Trust Partners' contributions to the schools will not be financial but in the form of skills, knowledge and expertise. The ownership of the land will transfer to the individual Trust school once the application process has been completed. In this case the school is due to relocate as part of plans for Borough Towns Initiative Sport and Learning Communities. The current site will then revert back to Council ownership, and the new site will transfer to the respective Trust body.

12 WARD IMPLICATIONS

12.1 The site is located within the Nedge Ward.

**Ward Members Councillor Yvonne Hicks
 Councillor Ute Sambrook
 Councillor Richard Tyler**

13 BACKGROUND PAPERS

- Building Schools for the Future – Strategy for Change Part 1 and 2
- Building Schools for the Future – Outline Business Case
- Children & Young People Asset Management Plan
- Every Child Matters: Primary Capital Programme Prospectus (March 2006)
- Telford & Wrekin Primary Strategy for Change (Resubmission March 2009)

Report prepared by:

Clive Jones, Head of BSF, Resources and Social Regeneration

Tel: (01952) 380900

TELFORD & WREKIN COUNCIL

CABINET – 27TH OCTOBER 2009

CORONERS' SERVICES FOR TELFORD & WREKIN

REPORT OF THE INTERIM CORPORATE DIRECTOR: RESOURCES

1.0 PURPOSE

For Members to consider proposals for a shared coronial service within Shropshire with effect from 1st November 2009.

2.0 RECOMMENDATIONS

- 2.1 That the Council formally accept the resignation of the current Coroner.**
- 2.2 That the Council formally appoints John Ellery as the Coroner for Telford & Wrekin.**
- 2.3 That members authorise the Head of Legal Services, on behalf of the authority, to enter into an agreement for a shared Coroners service with Shropshire Council.**

3.0 SUMMARY

This report seeks members' approval for a proposed shared Coroners service with Shropshire Council for Telford & Wrekin and Mid and North Shropshire to protect the local provision of the service in the light of impending legislative changes and the proposed retirement of the current Coroner for Telford & Wrekin.

4.0 BACKGROUND

Members considered a report about the future of Coroners' services for Telford & Wrekin on the 7th July 2009. It was agreed that the Head of Legal Services should discuss developing a shared service for the whole of Shropshire as a means of securing the best local service in the light of proposals for the reform of the Coroners' service contained in the Coroners and Justices Bill and the desire of the current Coroner to retire before the end of this calendar year.

In the light of that decision a proposed shared service has been developed that has the agreement of the Coroners for Mid and North Shropshire (who will become the Coroner for Telford & Wrekin as well), the Coroner for South Shropshire, Shropshire Council and officers from Telford & Wrekin Council.

It is proposed that the service will be administered by Shropshire Council. A key element of the proposed arrangement is that the Coroner will continue to provide the service for residents of Telford & Wrekin within the Telford & Wrekin area.

5.0 OTHER INFORMATION

5.1 Equality & Diversity

An environmental impact assessment is being undertaken and it is recognised in the shared services agreement that identified impacts will be addressed.

5.2 Environmental Impact

None.

5.3 Legal Comment

The advice that we have received from the Ministry of Justice is that we cannot integrate the service at this stage and accordingly the proposed shared service is arranged to separate the 2 jurisdictions but to take advantage of the efficiencies of joint administration.

There are provisions in the shared service agreement that provide for further reviews in the future when the provisions of the Coroners and Justices Bill are enacted and when the Coroner for South Shropshire retires.

The Equality Impact Assessment is being undertaken but is yet to be completed. As a result there is a risk of challenge but that risk is low and there are provisions in the agreement to provide for service changes that might arise from it.

5.4 Links with Corporate Priorities

Priority 4 – Creating a safe, strong and cohesive community; and

Priority 7 – Creating an efficient effective customer focussed Council that delivers value for money for the community.

5.5 Financial Implications

The costs of the service are outside the Council's control as many of the costs are the result of professional decisions of the Coroner, including for example the costs of post mortem, support for bereaved families and the cost of large inquests.

The current budget allocations for the Coroners service is £199,790 and we are currently projecting an over spend of £82,737 at the year end. The cost of the new service is currently being worked up as part of the negotiations however it is anticipated that savings will be generated through the new arrangements these will contribute towards the councils Value for Money efficiency target. Officers estimate that the shared administration will result in reduced costs of at least £10,000 and perhaps more in subsequent years.

5.6 Ward Implications

This report has implications for all Wards.

5.7 Background Papers

The Coroners and Justices Bill and the relevant file maintained by Legal Services.

**Report prepared by Jonathan Eatough, Head of Legal Services
(01952-383200)**

TELFORD & WREKIN COUNCIL

CABINET - 27th October 2009

EDGMOND CONSERVATION AREA MANAGEMENT PLAN

REPORT OF THE HEAD OF PLANNING & TRANSPORT

1. PURPOSE

- 1.1 To seek approval to the adoption of the Edgmond Conservation Area Management Plan as a sound basis for considering planning applications and for developing initiatives to improve the area.

2. RECOMMENDATION

- 2.1 That the Edgmond Conservation Area Management Plan is adopted to provide a sound basis for considering planning applications and for developing initiatives to improve the area.

3. SUMMARY

- 3.1 Telford & Wrekin Council is required to prepare Management Plans for all Conservation Areas within its boundary (Government Planning Policy Guidance - PPG15, Planning and the Historic Environment). The development of Management Plans is also in line with English Heritage's best practice guidelines. The intention is that a clear and concise Management Plan for each Conservation Area will provide a sound basis for its future management. This report seeks the approval and adoption of the Management Plan which has been drawn up for Edgmond Conservation Area (see Appendix 1).
- 3.2 As part of the adoption process the Management Plan has been subject to full public consultation for six weeks between August and September 2009. Prior to the consultation and drafting of the document, contact was made with the Parish Clerk for Edgmond who was most helpful in providing comments and questions regarding the conservation area from the Parish Council. No adverse comments were received during the consultation.

4. PREVIOUS MINUTES

- 4.1 Cabinet Meeting: 31st March 2008. Members may recall that at this meeting it was resolved that the Head of Planning and Environment be granted delegated authority following consultation with the Cabinet

Member for the Environment to prepare management proposals for Edgmond Conservation Area.

5. INFORMATION

Edgmond Conservation Area Management Plan

- 5.1 Local Planning Authorities are advised by Government to review their Conservation Areas periodically and to draw up Conservation Area Appraisals and Management Plans to ensure the preservation and enhancement of the character of the Areas. In addition, to address any areas within their Conservation Areas that require proactive improvement (PPG15 - Planning and the Historic Environment). The Management Plan provides clear guidance for any future development or enhancement proposals by setting out how the local policy framework and national guidance/best practice will be applied to proposed alterations and developments and by giving guidance on what is likely to be acceptable or not acceptable within the Conservation Area. The Management Plan identifies the rights and responsibilities of owners, occupiers, developers and the Council within the Conservation Area. The Management Plan will remain effective for approximately 5 years until 2014, when it will be reviewed again.
- 5.2 Consultation on the Management Plan ran for 6 weeks between August and September 2009. Letters were sent to all residents within the Conservation Area notifying them of the consultation and telling them where they could view the document. In addition, the Parish Council wrote to all residents in the wider village notifying them of the consultation and the drop-in session mentioned below. As well as letters sent to all properties in the wider Parish with the help of the Parish Council, copies were available at local libraries, Edgmond Post Office, Darby House and Civic Offices. The document was also available to download or view on the Telford & Wrekin Council website and the Edgmond Parish Council website. The proposals were discussed in public at an Edgmond Parish Council planning meeting at the Village Hall in September; in addition, a drop-in session was held at the Village Hall, attended by a Council officer from the conservation team, where local residents had the opportunity to discuss the document and ask questions about the Conservation Area. A list of attendees is held by the Parish. There were also displays at the Edgmond Environment Group Open Day, where further copies were available to take away.
- 5.3 Following the consultation on the document, no written responses were received. Verbal comments made at the drop-in session were largely positive, although some concerns were raised about the use of the term "Management Plan" and a suggestion that this implied some significant change to the village. However, this is not the case as the Management Plan seeks to preserve and enhance the character of the Conservation Area. These concerns were addressed by the Officer to the satisfaction of all parties. It is accepted that this needs to be made clear in future. Feedback from the Parish Planning Committee also indicated that the

document received favourable comment when discussed at the Parish Planning Meeting.

6. EQUAL OPPORTUNITIES

6.1 There are no direct equal opportunity issues arising from this report.

7. ENVIRONMENTAL IMPACT

7.1 The primary purpose of the Conservation Area designation and the Management Plan is to improve the quality of the historic built environment within the Conservation Area. It is intended that the management proposals will form a basis for the overall improvement of the Conservation Area by providing an acceptable approach to issues raised in the Conservation Area Appraisal and during the management review.

8. LEGAL COMMENT

8.1 The Council, as Local Planning Authority, is under a statutory duty to, from time to time, formulate and publish proposals for the preservation and enhancement of Conservation Areas in the Borough.

8.2 The proposed Management Plan referred to in this report has been publicised and consulted upon as recommended in Government guidance.

9. LINKS WITH CORPORATE PRIORITIES

9.1 There are strong links with the corporate priority of creating a safe, clean and sustainable environment. It will also supplement existing local policies for the enhancement of the historic environment including Policy CS15: Urban Design within the LDF Core Strategy.

10. FINANCIAL IMPLICATIONS

10.1 There are no financial implications of adopting this management plan. Costs and work associated with the consultation process have been covered from existing budgets and resources.

11. WARD IMPLICATIONS

11.1 The Management Plan and revisions for the Edgmond Conservation Area will have implications for Edgmond Ward.

12. BACKGROUND PAPERS

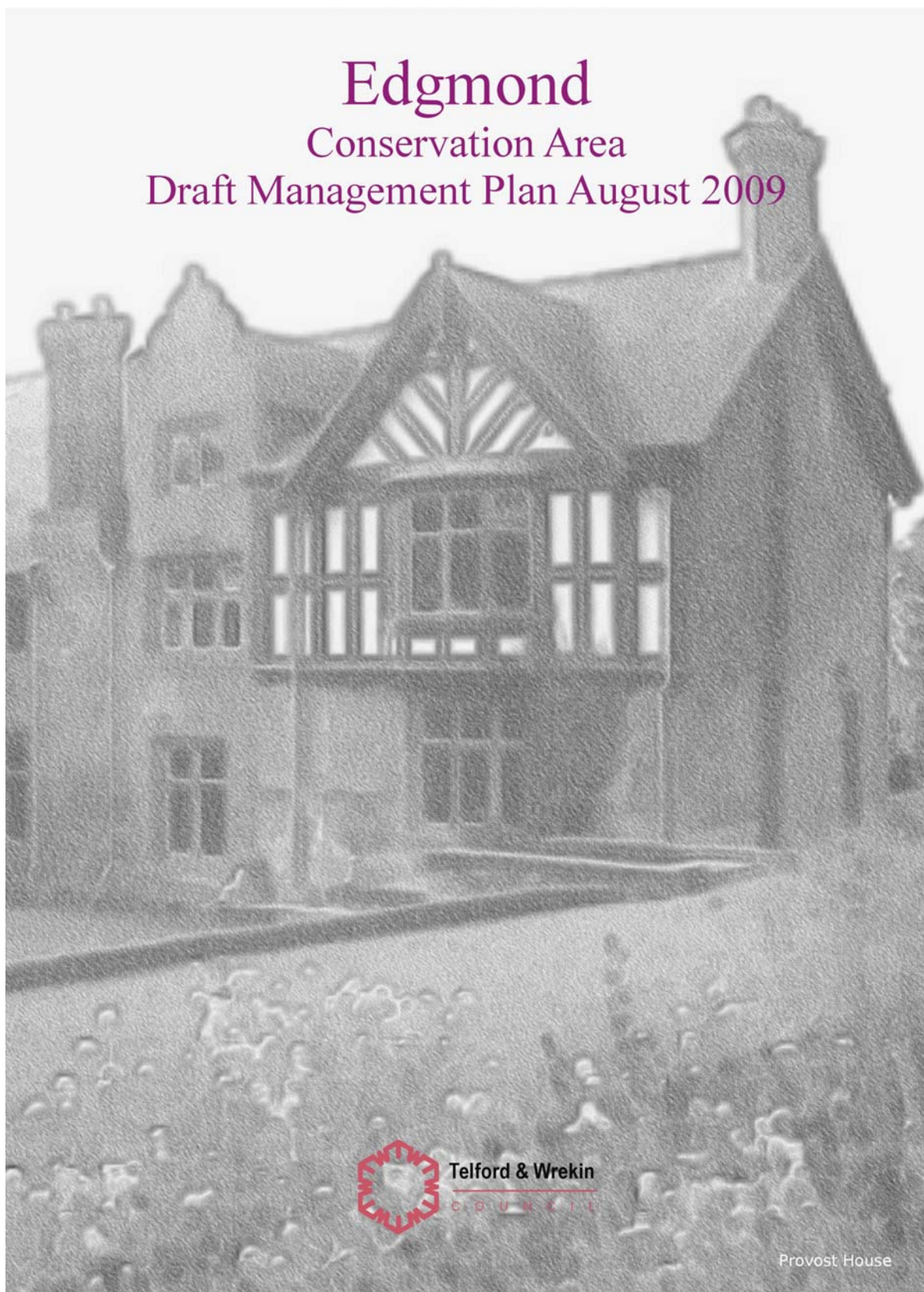
Edgmond Conservation Area Character Appraisal (see Appendix 1)

Report prepared by Stella Jamieson, THI Officer Tel: 384190

Edgmond

Conservation Area

Draft Management Plan August 2009



Telford & Wrekin
COUNCIL

Provost House

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2.1 Map of Edgmond Conservation Area and Listed Buildings

1. INTRODUCTION

Conservation Areas were first designated in England and Wales under the Civic Amenities Act 1967. Following subsequent revisions, the principle Act concerning the designation of Conservation Areas is currently the Town and Country Planning (Listed Building and Conservation Areas) Act 1990. Additional information regarding the designation of Conservation Areas can be found in PPG15 Planning and the Historic Environment (1994). The Edgmond Conservation Area was designated in March 1981. The map in Appendix 1 identifies the Conservation Area boundary and also identifies all the listed buildings within the boundary.

1.1 The purpose of the Management Plan

The purpose of the Management Plan is to complement and re-enforce local and national government policies regarding the preservation of historic fabric and character. The proposals set down in the Management Plan are intended to preserve and enhance the character and appearance of the Conservation Area and to assist with managing change in and around the boundary. This plan should be considered in conjunction with the conservation Area Appraisal carried out in January 2008.

1.2 Boundary changes

There are no current proposals to extend the Edgmond Conservation Area, though conservation area boundaries are subject to constant review. Any proposed boundary changes will be subject to full public consultation before any subsequent adoption

2. POLICY BACKGROUND

2.1 Local Plan policies affecting the Conservation Area

Policy CS15: Urban Design within the LDF Core Strategy and saved policies in the Wrekin Local Plan contain a number of policies that affect the historic environment, it will seek to proactively use these policies to preserve and enhance the character of all the Conservation Areas within the Authority boundary. The policies affect all aspects of the historic environment including conservation areas, listed buildings, locally listed buildings and archaeology. Additionally there are other policies which are relevant to some conservation areas such as retail policy. These policies are used to determine whether an application for development is appropriate for the Conservation Area. These policies can be supplemented by additional policy guidance that can give more specialised and detailed information of how such policies will be interpreted or applied.

A list of the most relevant Local Plan saved policies are contained in Appendix 2, these saved policies will be incorporated into the new LDF Core Strategy Policy CS15. This is by no means an exhaustive list of relative policies and it is recommended that the Local Development Plan is consulted in full by applicants before any development takes place. Guidance on Conservation Areas can also be found in PPG 15 Planning and the Historic Environment (1994).

2.2 Decision making

All Council departments involved in decisions affecting change within the Conservation Area should understand the significance of conservation area designation and work corporately in a team approach to ensure that development decisions are appropriate for the historic context and will not damage the character of the Conservation Area and that such decisions are consistent.

3.1 Dwellings and subdivision of plots

There are approximately 75 properties in the current conservation area boundary in the Edgmond Conservation Area. They create the dominant character of the conservation area, and range from small yeoman's type cottages and farmsteads to large country houses and grand Victorian villa style properties, the larger properties mostly being set back from the road frontage behind boundaries of traditional sandstone and/or mature planting. Whilst some of these properties in or around the

conservation area are of 20th Century construction, the majority are of period character, having origins in the 18th and 19th Century.

The preservation of the character of these properties is central to the preservation of the character of the conservation area. Where buildings are listed, legal controls exist to prevent inappropriate change in both design and materials. Any works that will result in a material change to the appearance or fabric of the building will require Listed Building Consent; this applies to the building entire, front and back and to fixtures and fittings on the interior. Advice should always be sought from the Council's Conservation Officer before any works are carried out.

Where properties are not listed, certain permitted development rights are allowed, these can include door and window replacements for example. (Full details of permitted development can be obtained from Telford and Wrekin Planning Department on 01952 380380). In such cases we rely on the goodwill of residents to ensure appropriate change in design and materials. The Conservation Department can provide advice on design and materials appropriate for the conservation area. Currently most unlisted dwellings have continued to maintain the quality of their design and contribute positively to the conservation area. The Council will use its available powers to ensure that inappropriate change does not occur. These include the removal of permitted development rights under an Article 4 Direction (see section 3.7).

Development pressure within the conservation area is relatively limited, with most new development taking place outside the boundary. What little development pressure there is, centres around the subdivision of existing residential plots. The large plots associated with some of the larger properties within the conservation area should also be preserved as they contribute positively to the conservation area, applications for subdivision of residential plots for development will be resisted by the Council.

3.2 Highways/boundary treatments

The Conservation Area Appraisal clearly identifies the presence of sandstone boundary walls as being a key feature to the character of the conservation area. The Council will use its available powers to ensure that such boundaries are maintained and preserved. It will resist and applications involving demolition or partial demolition of any sandstone wall within the conservation area. This includes the creation of new vehicular or pedestrian accesses or the widening of existing accesses to

accommodate vehicles. Demolition or partial demolition within a conservation area requires Conservation Area Consent and this applies to boundary treatments also.

3.3 Trees and green spaces

Trees in conservation areas

Proposals to top, lop, fell or uproot trees in conservation areas require the consent of the council. You can seek advice from our Arboricultural Officer at Telford and Wrekin Services on 01952 384384.

Prior to such work being undertaken you should inform the council of your intentions, confirming where the tree or trees are, what work you wish to undertake and why. In cases of felling you should comment as to whether or not you intend any re-planting.

Tree Preservation Orders

There are a number of tree Preservation Orders within the boundary of the conservation area and along its boundary. A Tree Preservation Order (TPO) gives statutory protection to individual trees, groups of trees and woodlands. TPO's can be made by the council when they consider the tree(s) are of amenity value and there may be a risk of work being done to them that would harm that value. Hedges, bushes and shrubs cannot be covered, although individual trees and groups of trees within a hedge may be preserved.

Prior to doing work to such a protected tree ie, top, lop, fell or uproot, consent should be gained from the council. Within eight weeks of receipt, the council is required to either grant consent, possibly subject to conditions, or refuse consent. In circumstances where it is found necessary to refuse consent then there is a right of appeal against that decision. The Council will resist any application to remove trees within the Conservation Area unless it can be demonstrated that the tree is unsafe or in poor condition.

The council can, if it chooses, make an order which will come into effect immediately and will continue for six months, or until it is confirmed, whichever comes first. When the council confirms the order it can modify it, for example by excluding some of the trees.

The council will write to the owner and other interested parties, if an order is made. If you or anyone else wants to object to or support an order, write to Democratic

Services within the period they allow (usually one month from the date of letter) saying why and giving details of the relevant trees. The Borough Council will take these comments into account when it decides whether to confirm the order.

The owner remains responsible for the trees, their condition and any damage they may cause. The Planning Authority may be able to offer appropriate help and advice on how the trees should be managed.

There are a number of Tree Preservation Orders within the Edgmond Conservation Area boundary. Information on their location can be obtained from the Councils Offices at Darby House.

3.4 Public realm

Public realm refers to those items within the Conservation Area that do not constitute buildings, such as road signage and street furniture. Due to the compact nature of the conservation area, and its main route fronting a highway, there is little space for street furniture which is ,at present, relatively unobtrusive.

3.5 Services

Where services such as gas or electricity meters, intruder alarms, air conditioning and extraction facilities are introduced to properties they should be confined to the rear where at all possible to avoid unsightly intrusions and clutter on frontages. Where this is not possible services should be located and designed sensitively to cause minimum intrusion. This is particularly so with satellite dishes which should not be placed prominently on the street frontage.

3.6 Vacancy and Building Maintenance

Vacancy

Vacancy is currently not an issue in Edgmond.

Maintenance

The Council will encourage and offer advice to owners and tenants on appropriate levels of maintenance; this will be available on the conservation page of The Council's web site and in hard copy by request. Lack of appropriate maintenance is the single biggest threat to the character and/or survival of period buildings in the Conservation Area. Maintenance is a necessary fact, and cost, of property ownership or tenancy and cannot and should not be avoided. A regular schedule of maintenance should be drawn up; the Council can advise owners and tenants on drawing up an appropriate maintenance schedule and advice on building repairs.

Properties within Edgmond Conservation Area are generally well maintained, however, it has been noticed that modern materials are creeping in to period properties. Modern materials, principally uPVC windows, doors, fascia boards and rainwater goods, are often perceived as 'maintenance free' and therefore are an appealing alternative to traditional materials for many homeowners. However, plastic architectural elements often fail to replicate traditional styles and generally have a detrimental effect on the character of period properties. There is no substitute for the quality of traditional designs and materials.

Where a property is listed the owner has a legal responsibility to maintain their property to a basic level and the Council may enforce this if it deems it

necessary. For unlisted buildings the Council has the power to serve a Section 215 Notice, for untidy buildings (see section 7: Enforcement Strategy). These powers can be enforced where the degree of disrepair is deemed to be detrimental to the character of the conservation area or the building itself.

3.7 Article 4 Direction

Best practice guidance for the management of conservation areas, produced by English Heritage, requires consideration of the use of Article 4 Directions to remove permitted development rights from dwelling houses fronting a highway. Such directions should only be used as a last resort, where agreement with residents to use appropriate materials and designs cannot be sustained. At present it is not necessary to implement such a measure as inappropriate change is not a serious issue in the area. However, during the life of the plan (5 years) works to windows, doors, porches, boundary walls, chimneys, roofing materials, exterior finishes,

creation of an access onto unclassified roads, and inappropriate extensions and alterations to dwellings will be closely monitored. If any of the above mentioned elements (or any other permitted development element not mentioned here) are deemed to causing detriment to the character of the conservation area, the Council can use its available powers to apply such a Direction. In such a case residents will be notified in writing.

3.8 Buildings of Local Interest

Buildings of local interest are protected under both the saved policies within the Wrekin Local Plan and within Core Strategy 15 in the new Local Development Framework. Demolition or partial demolition of these properties will be resisted, as will any alteration that is deemed to be detrimental to the character of the building.

There are currently no recommendations for additions to the Local List. The Council is always happy to receive any request for properties to be considered for inclusion, this should be done in writing with any supporting evidence. A copy of the Local List entries for Edgmond is available to view at the Councils offices in Darby House.

4. OPPORTUNITIES FOR ENHANCEMENT

4.1 Enhancement

Edgmond represents a well maintained conservation area, there are no vacancy issues and even where modern development has occurred it has not necessarily been wholly to the detriment of the conservation area. Therefore there are no 'problem areas' within the current boundary. Opportunities for enhancement will be actively monitored over the life of the Management Plan.

4.2 New Development

As mentioned in section 3.1 subdivision of existing residential plots for development will, in most cases, be resisted by the Council as this is likely to have a detrimental effect on the character of the residential element of the conservation area. Any new development proposed within the conservation area will be expected to respect the

general form of other residences within the conservation area; this includes design, materials, scale and massing. High density housing or housing that fails to reflect the character of the surrounding area will be resisted.

5. Archaeology

There are no Scheduled Ancient Monuments within the boundary of Edgmond Conservation Area. To the south-east of Edgmond Hall at OS grid reference SJ72151892 is Monks Pool, a fishpond of medieval or post-medieval origin and believed locally to be associated with the Provost's House. There has been little recorded archaeological excavation within the boundary of the Conservation Area. A 1965 excavation in the grounds of Ercall Hall School Garden revealed deposits ranging from Roman pottery and tessera to post medieval pottery. Additionally the remains of a boathouse believed to be C15th in origin.

Within a 500m buffer of the Conservation Area, the Newport to Birmingham and Liverpool Canal c. 1837 runs nearby with associated canal structures and archaeology including a WWII hexagonal pillbox at Edgmond Bridge. The potential for further archaeological deposits within the Conservation Area is an unknown quantity by virtue of the lack of opportunities for excavation. Edgmond Hall, The Provosts House and St. Peter's Church are likely to be areas of greatest potential due to age and undisturbed ground.

It is likely that the existing roads through Edgmond follow earlier medieval roads and trackways. As such these are unlikely to provide many archaeological deposits, though the perseverance of such routes is in itself an important landscape feature.

Under PPG16 Development and Archaeology, the Council has the right to ask for an archaeological assessment of any area in advance of development which may potentially disturb archaeological material. This can be anything from desk top survey and recording to a full excavation, depending on the potential for evidence. Requirements for such assessment will be on a case by case basis and with the agreement of the County Archaeologist.

6. Statement of Community Involvement

The Edgmond Conservation Area Appraisal was subject to public consultation during 2008. This Draft Management Plan will be subject to ongoing periodic

consultation with the local community, community groups and business owners as per the monitoring and review strategy (Section 8 Monitoring and Review).

7. ENFORCEMENT STRATEGY

7.1 Principle Powers

In addition to the planning policies referred to previously, the Local Planning Authority has at its disposal a number of powers available under the Planning Acts to ensure that issues affecting the historic environment are proactively managed. The principle powers available include;

Amenity of Land Notice (Section 215 Town and Country Planning Act 1990)

Urgent Works Notice – Listed Buildings (Section 54 Planning (Listed Buildings and Conservation Areas) Act 1990)

Urgent Works Notice – Unlisted Buildings (Section 76 Planning (Listed Building and Conservation Areas) Act 1990)

Repairs Notice (Section 48 Planning (Listed Building and Conservation Areas) Act 1990)

Compulsory Purchase Order (Section 47 Planning (Listed Building and Conservation Areas) Act 1990)

Planning Enforcement Notice (Section 172 Town and Country Planning Act 1990)

Listed Building Enforcement Notice (Section 9 Planning (Listed Building and Conservation Areas) Act 1990)

Conservation Area Enforcement Notice (Section 38 Planning (Listed Building and Conservation Areas) Act 1990)

Note: Where appropriate the LPA will see to recover costs from the owner in relation to works carried out to the property.

8. MONITORING AND REVIEW

Best practice set out by English Heritage in “Guidance on the Management of Conservation Areas” (2007) requires a regular review of all Conservation Area Appraisals and the creation and regular review of Conservation Area Management Plans. This review is to take place on a 5 year rolling program for all 7 of Telford and Wrekin Conservation Areas.

It is intended that the Edgmond Conservation Area Management Plan will be adopted by The Council following public consultation.

This Management Plan is applicable to the entire conservation area both within its current boundaries and within any future changes to the boundary within the life of this document.

Proposed boundary changes and any Article 4 Directions will be subject to separate public consultation if the changes are deemed appropriate.

Appendix 1: Relevant Planning Policies and Legislation

1.1 Core Strategy and Saved policies under the Wrekin Local Plan

The following policies related to and affecting development, alteration, demolition and advertising in Conservation Areas can be found in the Wrekin Local Plan which is available to view on the Councils website or at the Councils Offices:

- HE2 Demolition in Conservation Areas
- 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

The following policy in the Telford and Wrekin Core Strategy relates to and affects development, alteration, demolition and advertising in Conservation Areas. The Core Strategy is available to view on the Councils website or at the Councils Offices:

Policy CS15: Urban Design

1.2 Relevant national policy and legislation

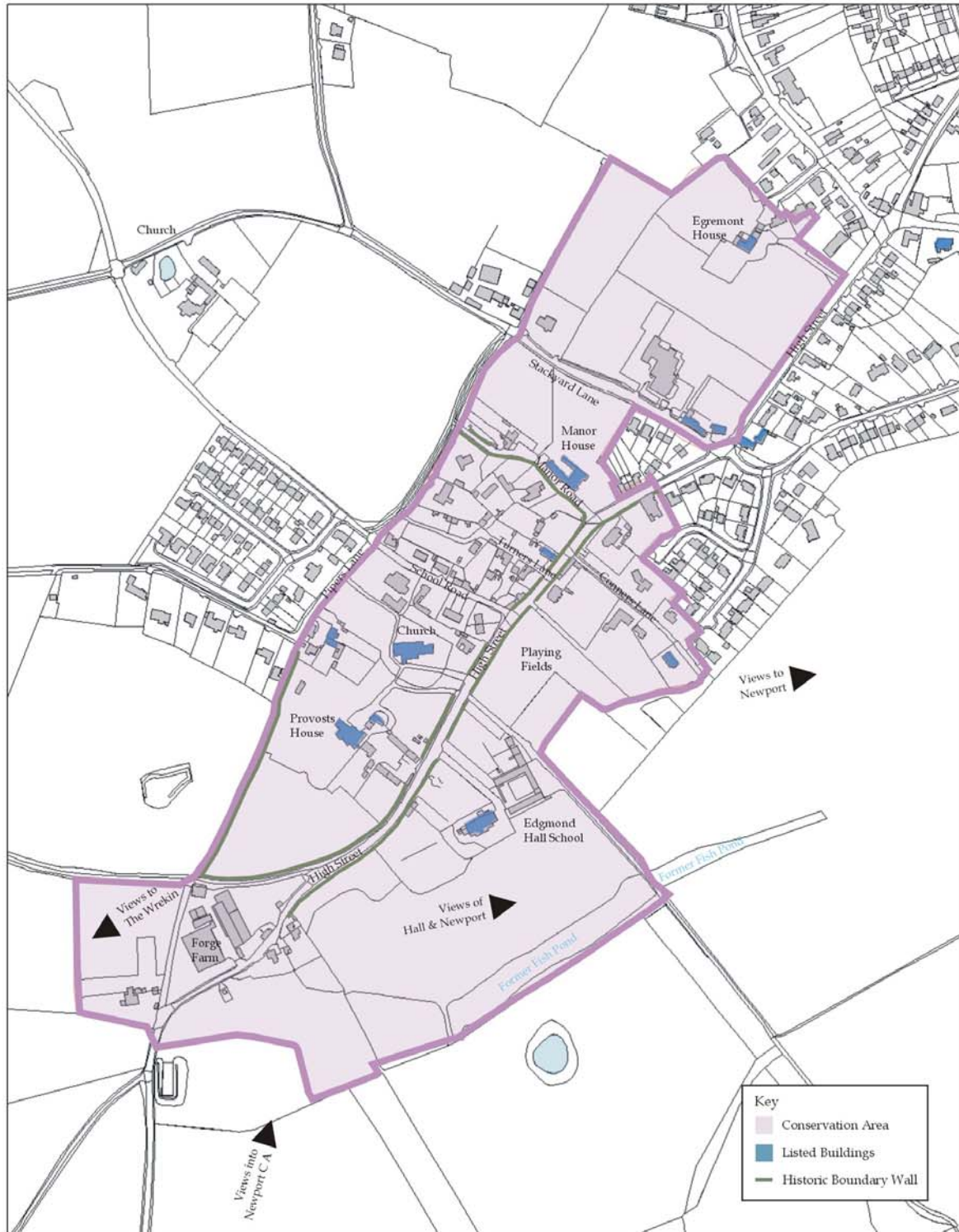
Planning (Listed Building and Conservation Areas) Act 1990

Ancient Monuments and Archaeological Areas Act 1979

PPG 15: Planning and the Historic Environment (DoE 1994)

PPG16: Archaeology and Planning (DoE 1994)

The General Permitted Development Order 1995



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Scale: Not To Scale

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Date: August 2009

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