

<b>Time</b>	5.00 pm	<b>Public Meeting?</b>	YES	<b>Type of meeting</b>	Executive
<b>Venue</b>	Training Room, Ground Floor - Civic Centre, St Peter's Square, Wolverhampton WV1 1SH				

## Membership

<b>Chair</b>	Cllr Roger Lawrence (Lab)
<b>Vice-Chair</b>	Cllr Peter Bilson (Lab)

## Labour

Cllr Claire Darke  
Cllr Steve Evans  
Cllr Val Gibson  
Cllr Milkinderpal Jaspal  
Cllr Andrew Johnson  
Cllr John Reynolds  
Cllr Sandra Samuels OBE  
Cllr Paul Sweet

Quorum for this meeting is five Councillors.

## Information for the Public

If you have any queries about this meeting, please contact the Democratic Services team:

<b>Contact</b>	Philippa Salmon
<b>Tel/Email</b>	Tel: 01902 555061 or <a href="mailto:philippa.salmon@wolverhampton.gov.uk">philippa.salmon@wolverhampton.gov.uk</a>
<b>Address</b>	Democratic Services, Civic Centre, 2 <sup>nd</sup> floor, St Peter's Square, Wolverhampton WV1 1RL

Copies of other agendas and reports are available from:

<b>Website</b>	<a href="http://wolverhampton.moderngov.co.uk">http://wolverhampton.moderngov.co.uk</a>
<b>Email</b>	<a href="mailto:democratic.services@wolverhampton.gov.uk">democratic.services@wolverhampton.gov.uk</a>
<b>Tel</b>	01902 550320

Please take note of the protocol for filming, recording, and use of social media in meetings, copies of which are displayed in the meeting room.

Some items are discussed in private because of their confidential or commercial nature. These reports are not available to the public.

# Agenda

## Part 1 – items open to the press and public

*Item No.*    *Title*

### MEETING BUSINESS ITEMS

- 1            **Apologies for absence**
- 2            **Declaration of interests**
- 3            **Minutes of the previous meeting** (Pages 5 - 10)  
[For approval]
- 4            **Matters arising**  
[To consider any matters arising from the minutes of the previous meeting]

### DECISION ITEMS (RED - FOR DECISION BY THE COUNCIL)

- 5            **Treasury Management Activity Monitoring – Mid Year Review 2017-2018**  
(Pages 11 - 32)  
[To note the update on treasury management activity in 2017-18 to date.]
- 6            **Capital programme 2017-2018 to 2021-2022 quarter two review** (Pages 33 - 72)  
[To approve matters relating to the 2017-18 capital budget as at the end of the second quarter.]

### DECISION ITEMS (AMBER - DELEGATED TO THE CABINET)

- 7            **Revenue Budget Monitoring Quarter Two 2017-2018** (Pages 73 - 116)  
[To approve matters relating to the 2017-2018 revenue budget as at the end of the second quarter.]
- 8            **Delegations to Cabinet (Resources) Panel** (Pages 117 - 120)  
[To approve delegations to the Cabinet (Resources) Panel.]
- 9            **Homelessness Reduction Bill and Rough Sleepers** (Pages 121 - 128)  
[To note advice on the outcomes from the Homelessness Reduction Bill and how the City of Wolverhampton Council will deliver the bill.]
- 10           **Adult Social Care Annual Report: The Local Account 2016-2017**  
[To approve the Adult Social Care Local Account.]  
Report to follow.
- 11           **Faith Covenant** (Pages 129 - 134)  
[To approve the City's faith covenant.]

- 12        **Wolverhampton Safeguarding Boards Annual Reports** (Pages 135 - 236)  
[To endorse the content of the Wolverhampton Safeguarding Adult (WSAB) and Children Board (WSCB) Annual Reports.]
- 13        **Merger of Springdale Infant School and Springdale Junior School** (Pages 237 - 248)  
[To review the outcome of consultation on the proposed merger and determine whether to proceed.]
- 14        **Exclusion of press and public**  
[To pass the following resolution:
- That in accordance with Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business as they involve the likely disclosure of exempt information on the grounds shown below.]

**PART 2 - EXEMPT ITEMS, CLOSED TO PRESS AND PUBLIC**

- |    |   |   |     |
|----|---|---|-----|
| 15 | <b>WV Living Detailed Business Plan Update</b> (Pages 249 - 312)<br>[To approve the progression of the WV Living (the Council's Housing Company) detailed business plan to deliver further new housing sites for sale and market rent.] | Information relating to the financial or business affairs of any particular person (including the authority holding that information) | (3) |
| 16 | <b>Public Health Commissioning Proposals for 2018-2019 onwards</b> (Pages 313 - 336)<br>[To approve the budget reduction proposals from the currently commissioned public health and wellbeing services for 2018-19 onwards.]           | Information relating to the financial or business affairs of any particular person (including the authority holding that information) | (3) |
| 17 | <b>School Expansion Schemes</b> (Pages 337 - 356)<br>[To review the outcomes of consultation on proposed expansions and make a final decision.]   | Information relating to the financial or business affairs of any particular person (including the authority holding that information) | (3) |

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<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Meeting of the Cabinet</b> <b>Minutes - 18 October 2017</b>
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## Attendance

### Members of the Cabinet

Cllr Roger Lawrence (Chair)  
Cllr Peter Bilson (Vice-Chair)  
Cllr Claire Darke  
Cllr Steve Evans  
Cllr Val Gibson  
Cllr Milkinderpal Jaspal  
Cllr Andrew Johnson  
Cllr John Reynolds  
Cllr Paul Sweet

### Employees

Keith Ireland	Managing Director
Tim Johnson	Strategic Director for Place
Mark Taylor	Strategic Director for People
Kevin O'Keefe	Director of Governance
Claire Nye	Director of Finance
Jaswinder Kaur	Democratic Services Manager
Philippa Salmon	Democratic Services Officer

## Part 1 – items open to the press and public

- | <i>Item No.</i> | <i>Title</i>  |
|-----------------|---|
| 1               | <b>Apologies for absence</b><br>Apologies for absence were received from Councillor Sandra Samuels OBE.   |
| 2               | <b>Declaration of interests</b><br>There were no declarations of interest submitted.  |
| 3               | <b>Minutes of the previous meeting</b><br>That the minutes of the previous meeting held on 13 September 2017 be approved as a correct record and signed by the Chair. |
| 4               | <b>Matters arising</b><br>There were no matters arising from the minutes of the previous meeting.   |

5 **Digital Transformation Programme 2017-19**

Councillor Andrew Johnson sought Cabinet endorsement to recommend that Council approve Phase 2 of the delivery of the Council's Digital Transformation Programme and to reprofile and increase the ICT capital programme for 2017-18. The Programme would achieve savings for the Council and ensure that employees work in a more agile and efficient way. Scrutiny Board had carried out pre-decision scrutiny of the Programme and had recommended that it be carefully monitored and that they receive six-monthly updates on the delivery progress.

Councillor Johnson recorded his thanks to the Digital Transformation Director and his team for the work undertaken to develop the strategy.

Resolved:

That Council be recommended to approve:

1. The implementation of future phases of the Digital Transformation Programme over the period 2017-18 to 2019-20.
2. The allocation of projected capital resources totalling £3.0 million for the delivery of the next phase, Phase 2, of the City of Wolverhampton Council's Digital Transformation Programme over the period 2017-18.
3. The allocation of additional capital resources totalling £1.0 million for the further rollout of the ICT capital programme during 2017-18.
4. That it be noted that future phases of the Digital Transformation Programme over the period 2018-19 and 2019-20, was anticipated to have a total projected capital cost of £11.0 million and would be subject to Council approval.
5. That it be noted that future funding for the ICT capital programme over the period 2018-19 and 2019-20, was anticipated to have a total projected capital cost of £5.0 million and would be subject to Council approval.
6. That it be noted that the Digital Transformation Programme would build internal capability to support continuous improvement of digital services once the programme itself had been completed.
7. That it be noted that Scrutiny Board had been asked to review the contents of this report and provide feedback to Cabinet ahead of making these decisions to implement future phases of the Digital Transformation Programme.

6 **Governance of West Midlands Fire Service**

Councillor Roger Lawrence presented the Governance Review and Scheme for the proposed governance model of the West Midlands Fire Service for approval to go out to formal public consultation. A reformed Fire Authority and Mayoral Combined Authority had been identified as the preferred option for future governance of the Fire Service. The City of Wolverhampton Council was being consulted, as were all other constituent authorities, to request approval for the review and scheme for public consultation.

Resolved:

1. That the governance review and scheme be approved.

2. That it be agreed to move forward to public consultation for the scheme and proposed governance model.
3. That it be approved to delegate authority to the Leader of the Council, in consultation with the Managing Director, to make minor amendments to the Governance review and scheme on completion of the Local Authority approval process and prior to public consultation.
4. That it be approved to support/lead on the public consultation in the City of Wolverhampton region on behalf of the WMCA.
5. That the timeline of governance route to Mayoral West Midlands Combined Authority be noted.

7

### **Draft Budget and Medium Term Financial Strategy 2018-19 - 2019-20**

Councillor Andrew Johnson presented the Draft Budget and Medium Term Financial Strategy 2018-19 – 2019-20 for approval. The report provided an update on the progress towards identifying a strategy to address the projected £14.8 million budget deficit for 2018-19. The report outlined the key factors, the timetable for the budget process and the risks in relation to them. The report formed part of the budget consultation process and would be circulated for consultation shortly. The Council had successfully made savings of £200 million over the past six years but there were £15.5 million of further savings to be identified over the next two years.

Resolved:

1. That the reprofiling of previously approved Waste and Recycling Service budget reduction targets totalling a cumulative £2.1 million in 2018-2019 to 2019-2020, to reflect the anticipated implementation date of service changes, be approved.
2. That it be approved that Financial Transaction and Base Budget Revisions totalling a net reduction of £12.5 million in 2018-2019 be incorporated into the 2018-2019 draft budget.
3. That it be approved that authority be delegated to the responsible Cabinet Member and the Cabinet Member for Resources, in consultation with the responsible Director and the Director of Finance to implement financial transactions at the earliest opportunity where the proposal was not reliant on the outcome of formal budget consultation.
4. That a one-off base budget revision to the Treasury Management budget totalling £1.0 million for 2018-2019 be approved, due to an anticipated reduction in the forecast revenue implications arising from known capital programme requirements totalling £270,000 and the application of Treasury Management Equalisation reserves totalling £730,000 to support re-phasing in the capital programme.
5. That the one-off use of £700,000 from the Job Evaluation reserve in 2018-2019 be approved.
6. That the use of capital receipts totalling £2.7 million to fund the revenue cost of transformational projects that were anticipated to deliver efficiencies be approved.
7. That it be approved that work continues to identify additional recurring budget reduction opportunities that would work towards the remaining budget challenge to be delivered by 2019-2020. An update on progress on the budget strategy would be incorporated into the Final Budget report to be presented to Cabinet in February 2018.
8. That it be approved that authority be delegated to the Cabinet Member for Resources in consultation with the Director of Finance to approve the final budget consultation arrangements.

9. That it be approved that the Council opts-up from retail to professional status with regards to investment opportunities under the Financial Conduct Authority regulations, with the institutions that the Council currently uses as part of its Treasury Management Strategy. This would enable the continued use of the current instruments post 3 January 2018.
10. That it be noted that, of the total £12.5 million financial transaction and base budget revisions identified in July 2017 for 2018-2019, £5.0 million were ongoing opportunities, as detailed in Appendix B, whilst £7.5 million were one-off opportunities, as detailed in Appendix C. Therefore, a significant element of the budget reduction proposals relate to one-off opportunities that can be achieved in 2018-2019. Taking this into account, the remaining cumulative budget challenge to be identified by 2019-2020 stands at £15.5 million.
11. That it be noted that the updated projected deficit assumes the achievement of budget reduction proposals amounting to £33.8 million over the three-year period to 2019-2020. Over the last seven financial years the Council had identified budget reductions in excess of £200.0 million. This continues to be the most significant financial challenge that the Council had ever faced.
12. That it be noted that, due to external factors, budget assumptions remain subject to change. This could therefore result in alterations to the financial position faced by the Council.
13. That it be noted that the 2018-2019 budget timetable would, as in previous years, include an update on all budget assumptions and the Provisional Local Government Settlement which be presented to Cabinet (Resources) Panel by January 2018, with the final budget report due to be approved by Full Council in March 2018.

## 8 **Housing Enforcement and Charging Policy**

Councillor Peter Bilson presented the Housing Enforcement and Charging Policy report for approval. The revisions to the Council's Housing Enforcement Policy included the use of Civil Penalties and discounts to be applied to housing licensing fees in respect of Rent with Confidence Three Star and above rated landlords. This was the introduction of an additional tool to the policy for private sector properties. It gave the Council the ability to take action quicker and to provide tenants with a better quality of service.

Resolved:

1. That the revisions to the Council's housing enforcement policy be approved.
2. That the adoption of the use of Civil Penalties in respect of certain breaches of statutory housing responsibilities be approved.
3. That the discount to be applied to the fee in respect of housing licence applications for landlords/agents achieving a Three Star and above rating under the Council's Rent with Confidence (RwC) programme be approved.
4. That it be approved to delegate the issuing of Civil Penalties to the relevant Head of Service/Director in consultation with the Director of Governance.
5. That it be approved to delegate authority to the Cabinet Member for City Assets and Housing in consultation with the relevant Director to approve the matrix for the amount of the Civil Penalties, and any subsequent amendments.
6. That it be approved to delegate authority to the Service Manager Private Sector Housing to make the reduction in enforcement charges where landlords/agents sign up to the Rent with Confidence scheme.



7. That it be noted that the Houses in Multiple Occupation (HMO) licensing scheme was proposed to be revised by the Department for Communities and Local Government to include a wider range of properties. The licence fees including any discounts for all properties would be refreshed at the time that the revisions were enacted.

9 **Housing Allocation Policy - Immediately Available Homes**

Councillor Peter Bilson presented the report on Housing Allocation Policy – Immediately Available Homes, which requested approval for the scheme to be included as part of the Council’s Housing Allocation Policy. The report outlined detail of the results of the successful Immediately Available Homes pilot that had operated between January and July 2017.

Resolved:

That the inclusion of the Immediately Available Homes scheme as part of the City of Wolverhampton Councils Housing Allocation Policy be approved.

10 **Financial Support to Foster Carers for the Purchase of a Large Vehicle**

Councillor Val Gibson presented the policy for financial support to foster carers for the purchase of a large vehicle for approval. The policy would enable carers to be able to transport large sibling groups which would support the Council in keeping large sibling groups together and possibly support permanent placements for Looked After Children.

Resolved:

1. That the Policy for Financial Support to Foster Carers for the Purchase of a Large Vehicle be approved.
2. That it be approved to delegate authority to the Director of Children’s Services to approve amounts of up to £10,000 to support purchasing larger vehicles to enable carers to transport larger sibling groups

11 **Hot Food Takeaway Supplementary Planning Document**

Councillor John Reynolds and Councillor Paul Sweet presented the draft Hot Food Takeaway Supplementary Planning Document and requested approval for the document and associated reports to go out to public consultation. The report provided guidance on the application of planning policies relating to hot food takeaways in Wolverhampton. This would include the prevention of new hot food takeaways in areas where there was already a high percentage of such establishments and in areas less than 400 metres from a secondary school. The report explained that the Supplementary Planning Document had been drafted in the context of tackling health problems and obesity in the city.

Resolved:

1. That the draft Hot food takeaway Supplementary Planning Document (SPD) and associated Sustainability Appraisal Report and Strategic Environmental Assessment Screening Report be approved for consultation.
2. That it be approved to delegate authority to the Cabinet Members for City Economy and Public Health and Wellbeing, in consultation with the Service

Directors for City Economy and Public Health and Wellbeing, to approve the Council's response to representations received on the draft SPD.

3. That it be approved to delegate authority to the Cabinet Members for City Economy and Public Health and Wellbeing, in consultation with the Service Directors for City Economy and Public Health and Wellbeing, to make amendments to the SPD following consultation and subsequently adopt the SPD.

12 **Exclusion of press and public**

Resolved:

That in accordance with Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business as they involve the likely disclosure of exempt information relating to any individual, information which was likely to reveal the identity of an individual and/or information relating to the business affairs of any particular person (including the authority holding that information).

13 **I9 Office Scheme – Development and Investment Proposal**

Councillor John Reynolds presented the I9 Office Scheme – Development and Investment Proposal report that was exempt as it contained information relating to the financial or business affairs of any particular person (including the authority holding that information).

Resolved:

That the recommendations be approved as detailed in the exempt report.

14 **Cricket Provision Capital Report**

Councillor Paul Sweet presented the Cricket Provision Capital Report that was exempt as it contained information relating to the financial or business affairs of any particular person (including the authority holding that information).

Resolved:

That the recommendations be approved as detailed in the exempt report.

<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet Meeting</b> <b>29 November 2017</b>
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<b>Report title</b>	Treasury Management Activity Monitoring – Mid Year Review 2017-2018	
<b>Decision designation</b>	RED	
<b>Cabinet member with lead responsibility</b>	Councillor Andrew Johnson Resources	
<b>Corporate Plan priority</b>	Confident Capable Council	
<b>Key decision</b>	Yes	
<b>In forward plan</b>	Yes	
<b>Wards affected</b>	(All Wards)	
<b>Accountable Director</b>	Claire Nye, Finance	
<b>Originating service</b>	Strategic Finance	
<b>Accountable employee</b>	Michelle Howell	Finance Business Partner
	Tel	01902 553197
	Email	michelle.howell@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	Strategic Executive Board	7 November 2017
	Council	13 December 2017
	Confident, Capable Council	18 April 2018
	Scrutiny Board	

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**Recommendations for decision:**

That Cabinet recommends that Council notes:

1. That a mid-year review of the Treasury Management Strategy Statement has been undertaken and the Council has operated within the limits and requirements approved in March 2017.
2. That savings of £1.1 million for the General Fund and £643,000 for the Housing Revenue Account (HRA) are forecast from treasury management activities in 2017-2018.

## **1.0 Purpose**

- 1.1 This report provides a monitoring and progress report on treasury management activity for the second quarter of 2017-2018 as part of the mid-year review, in line with the Prudential Indicators approved by Council in March 2017.

## **2.0 Background**

- 2.1 The treasury management activities of the Council are underpinned by The Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management. For further information on the requirements of the Code please refer to the Treasury Management Strategy 2017-2018 report which can be accessed online on the Council's website by following the link:  
<http://wolverhampton.moderngov.co.uk/ieListDocuments.aspx?CId=130&MIId=5994&Ver=4>

- 2.2 Treasury management is defined as:

“The management of the local authority's cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

- 2.3 The system of controls on local authority capital investment is based largely on self-regulation by local authorities themselves. At its heart is CIPFA's Prudential Code for Capital Finance.
- 2.4 Cabinet and Cabinet (Resources) Panel receive quarterly reports throughout the year to monitor performance against the strategy and Prudential Indicators that have previously been approved by Council.
- 2.5 The Council continues to use Link Asset Services (formerly known as Capita Asset Services which has been acquired by the Link Group) as its treasury management advisors throughout 2017-2018. Link Asset Services provides market data and intelligence on which the Council can make decisions regarding all aspects of treasury management activities and in particular, managing the risks associated with investing surplus cash.

## **3.0 2017-2018**

- 3.1 The forecast outturn for treasury management activities in 2017-2018 compared to budget is shown in Table 1.

**Table 1 – Treasury management budget and forecast outturn 2017-2018**

	<b>Approved Budget £000</b>	<b>Forecast Outturn £000</b>	<b>Variance at Quarter two £000</b>	<b>Variance at Quarter one £000</b>
General Fund	16,337	15,229	(1,108)	(810)
Housing Revenue Account	10,975	10,332	(643)	(329)
<b>Total</b>	<b>27,312</b>	<b>25,561</b>	<b>(1,751)</b>	<b>(1,139)</b>

- 3.2 Savings of £1.1 million for the General Fund and £643,000 for the HRA are projected for the year 2017-2018. The main reasons are due to a reduced borrowing need in year because of re-phasing in the capital programme and changes in interest rates. The Council's strategy is to continue to use cash balances to finance capital expenditure rather than external borrowing. Borrowings are actively managed to achieve savings wherever possible.
- 3.3 Appendix A shows a comparison of the latest estimates of Prudential and Treasury Management Indicators over the medium term period with the equivalent figures which were approved by Council in March 2017.

#### **4.0 Borrowing forecast for 2017-2018**

- 4.1 The Council's need to borrow and the rates available continue to be monitored in order to achieve optimum results. The Council's medium term forecast is regularly updated to reflect actual borrowing that takes place along with any revisions to future anticipated borrowing.
- 4.2 Table 2 shows the average rate of interest payable in 2016-2017 and forecast for 2017-2018.

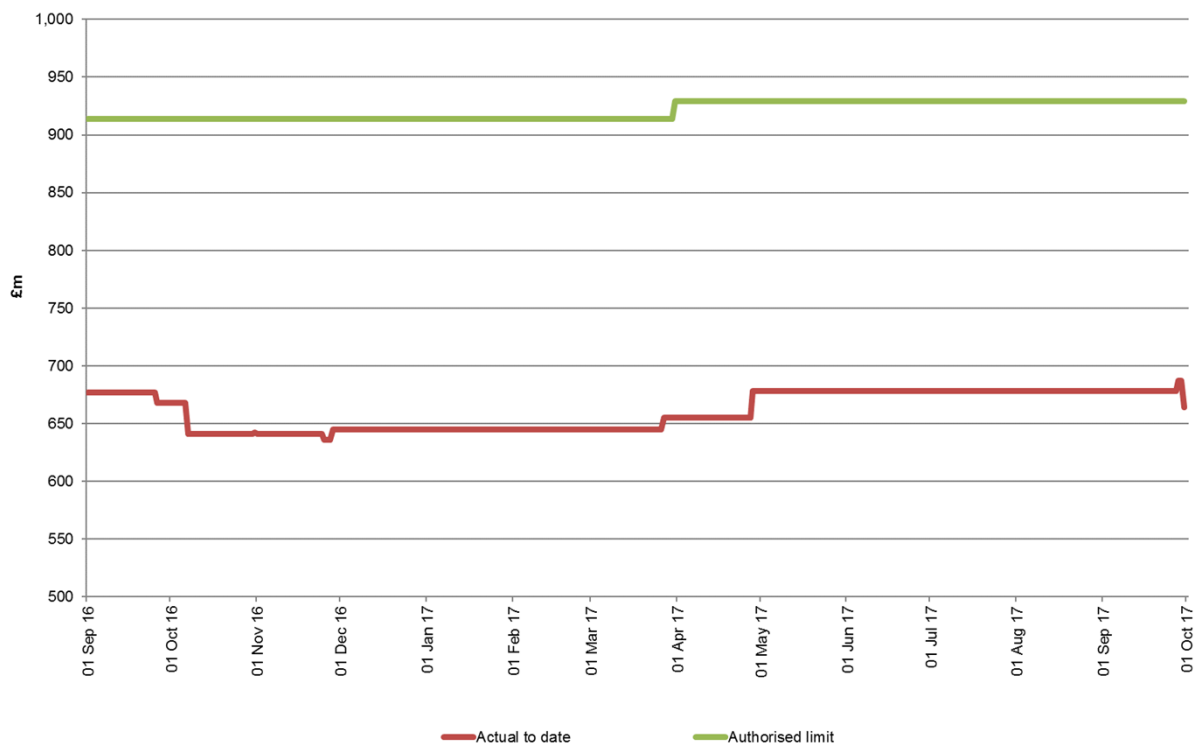
**Table 2 – Average interest rate payable in 2016-2017 and 2017-2018**

	<b>2016-2017 Actual</b>	<b>2017-2018 Forecast</b>
Average Interest Rate Payable	3.68%	3.75%

- 4.3 Each year it is necessary to raise new loans to finance capital expenditure and to replace existing maturing borrowing. The Council's policy is to prioritise the use of capital receipts to finance capital expenditure. Balances which are set aside to meet credit liabilities (i.e. to repay borrowing) are used to reduce the external borrowing requirement. Decisions to take borrowing will be made by the Director of Finance when it is judged that rates are likely to be at their lowest levels, and probably about to rise according to market indications, and only when an inflow of funds is required to meet imminent cash flow commitments. This will keep overall surplus cash balances to a minimum, in line with the current strategy. Appendix B to this report shows the maturity profile of external borrowing.

- 4.4 As always, the Council needs to be mindful that the opportunity to secure short term savings by postponing longer term borrowing requirements takes into account the risk of long term rates increasing in the future. Appendix C includes the Link Asset Services commentary for quarter two 2017-2018 and forecasts that interest rates across all periods will increase up to March 2021. These forecasts take into account the Bank of England's Base Rate increase on 2 November 2017 from 0.25% to 0.50%. The Director of Finance will continue to keep actual and forecast rates under close review.
- 4.5 The Council's borrowing profile continues to operate within the overall limits previously approved by Council, as shown in Chart 1.

**Chart 1: Comparison of borrowing within approved borrowing limits over the previous 12 months**



- 4.6 The level of borrowing at 30 September 2017 is £664.1 million. Appendix D to this report shows a summary of this position along with a detailed breakdown of new loans and repayments made throughout the year. £56.1 million of existing borrowing is due to be repaid between quarters three and four.
- 4.7 In March 2017, Council approved a net borrowing requirement for 2017-2018 of £215.7 million. The forecast net borrowing requirement for 2017-2018 is £190.5 million, as shown in Appendix E to this report. This appendix also shows the details for the

disclosure for certainty rate, which enables the Council to access discounted borrowing at 0.20% below normal PWLB rates.

## 5.0 Investments forecast for 2017-2018

- 5.1 The approach during the year is to continue to use cash balances to finance capital expenditure so as to keep cash balances low.
- 5.2 Table 3 shows the total amount of surplus funds invested as at 23 June 2017 and 30 September 2017.

**Table 3 – Total amounts invested 2017-2018**

	<b>23 June 2017 £000</b>	<b>30 September 2017 £000</b>
Business Reserve Accounts	504	94
Money Market Funds	41,855	33,575
	<b>42,359</b>	<b>33,669</b>
Average cash balance for the year to date	20,570	26,879

- 5.3 Money Market Funds and Business Reserve Accounts are the main investments used as these have high credit ratings and instant access. This is based on the Council's low appetite for risk.
- 5.4 The Council's cash flow balance for the second quarter of the current financial year has moved between a low of £24.8 million and a maximum of £47.4 million. The average cash balance for the quarter being £32.7 million.
- 5.5 Table 4 shows the budgeted average rate of interest receivable in 2017-2018 and the forecast for the year.

**Table 4 – Average interest rate receivable in 2017-2018**

	<b>2017-2018 Budget</b>	<b>2017-2018 Forecast</b>
Average Interest Rate Receivable	0.10%	0.22%

- 5.6 Due to the continuing low interest rates on offer, a prudent percentage was used for budgeting purposes, as can be seen a slightly higher rate is forecast based on rates achieved so far during the year.
- 5.7 The Council will avoid locking into longer term deals while investment rates are at historically low levels. Investment rates are expected to continue to be below long term borrowing rates, in which case, the Council can minimise its overall net treasury costs in the short term by continuing to avoid new external borrowing and by using internal cash

balances to finance new capital expenditure or to replace maturing external borrowing (this is referred to as internal borrowing).

- 5.8 The Council manages its investments in-house and invests only in the institutions listed in the Council's approved lending list, which is reviewed each time a counterparty is subject to a credit rating amendment. The Council's strategy allows for investments for a range of periods from overnight to five years, depending on the Council's cash flows, its interest rate view and the interest rates on offer. However, in order to maintain sufficient liquidity whilst total investment levels are relatively low, most investments have been placed for shorter durations.
- 5.9 The approved Treasury Management Code of Practice sets out the criteria to be used for creating and managing approved counterparty lists and limits. As a result of any changes to credit criteria, the Director of Finance is authorised to make changes to the list of approved counterparties. In the event that any of these counterparties fall below the Council's minimum lending criteria, activity in that account will temporarily cease and any balance withdrawn immediately. Appendix F to this report shows the Council's current specified investments lending list.
- 5.10 In quarter two 2017-2018 the Director of Finance has not been required to use her discretion to temporarily exceed any upper limits with approved counter-parties.
- 5.11 At its meeting of 18 October 2017 Cabinet considered the 'Draft Budget and Medium Term Financial Strategy 2018-2019 to 2019-2020' report. Included in this report was an update of the impact of the Markets in Financial Instruments Directive II (MiFID II) being introduced by the Financial Conduct Authority coming into effect 3 January 2018. These regulations will govern the relationship that financial institutions conducting lending and borrowing transactions will have with local authorities from this date. Cabinet approved the relevant applications (where they are required) for opt-up from retail to professional status with institutions that the Council currently uses as part of its Treasury Management Strategy. This will enable the continued use of the current instruments post 3 January 2018.

## **6.0 Evaluation of alternative options**

- 6.1 As this is a monitoring report of treasury management activities undertaken in line with the approved Treasury Management Strategy 2017-2018, there are no alternative options available.

## **7.0 Reasons for decision**

- 7.1 This report provides an update on treasury management activities undertaken in line with the approved Treasury Management Strategy 2017-2018.



## **8.0 Financial implications**

8.1 The financial implications are discussed in the body of this report.  
[SH/31102017/Z]

## **9.0 Legal implications**

9.1 The Council's Treasury Management activity must be carried out in accordance with the requirements of the Local Government Act 2003. In addition the Local Government and Housing Act 1989 sets out requirements for local authorities in respect of capital controls, borrowing and credit arrangements. The Council is also required to comply with the Local Authority (Capital Finance and Accounting) (England) (Amendment) Regulations 2008.

9.2 Treasury Management relates to the management of the Council's cash flow, borrowing and cash investments. This involves seeking the best rates of interest for borrowing, earning interest on investments, whilst managing risk in making financial decisions and adopting proper accounting practice.

9.3 The area is heavily regulated. The Local Government and Housing Act 1989 regulates the operation of the Housing Revenue Account. The 'CIPFA Code of Practice for Treasury Management in the Public Services', contains Treasury Management indicators and advice on Treasury Management Strategy. Investment strategy is regulated by 'DCLG Guidance on Local Government Investments' issued initially in 2004 and re-issued in 2010. Part 2 of this Guidance is statutory guidance.  
[TS/31202017/R]

## **10.0 Equalities implications**

10.1 This report has no equality implications.

## **11.0 Environmental implications**

11.1 This report has no environmental implications.

## **12.0 Human resources implications**

12.1 This report has no human resources implications.

## **13.0 Corporate landlord implications**

13.1 This report has no corporate landlord implications.

#### 14.0 Schedule of background papers

Treasury Management Strategy 2017-2018, Report to Cabinet, 22 February 2017

Treasury Management – Annual Report 2016-2017 and Activity Monitoring Quarter One 2017-2018, Report to Cabinet, 19 July 2017

Draft Budget and Medium Term Financial Strategy 2018-2019 to 2019-2020, Report to Cabinet, 18 October 2017

#### 15.0 Schedule of appendices

App	Title
A	Prudential and Treasury Management Indicators
B	Maturity profile
C	Link commentary quarter two 2017-2018
D	Borrowing type, borrowing and repayments
E	Certainty rate disclosure
F	Lending list

## APPENDIX A

### Debt and Treasury Management - Prudential and Treasury Management Indicators

#### Prudential Indicators (PI)

**PI for Affordability** - These indicators are used to ensure the total capital investment of the council is within a sustainable limit and the impact of these decisions are considered with regard to acceptable council tax and housing rent levels.

<b>PI 1 - Estimates and Actual ratio of financing costs to net revenue stream.</b>						
This represents the cost of financing capital expenditure as a % of net revenue for both the General Fund and HRA.						
	Approved by Council 1 March 2017			As at 30 September 2017		
	2017-2018	2018-2019	2019-2020	2017-2018	2018-2019	2019-2020
	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
General Fund	7.7%	12.6%	14.8%	7.0%	12.6%	16.2%
HRA	34.3%	34.9%	34.8%	33.3%	33.7%	33.3%

<b>PI 2 - Estimates of the incremental impact of capital investment decisions on the council tax and housing rents.</b>						
The council could consider different options for its capital investment programme in relation to their different impact on the council tax and housing rents. Negatives reflect a reduction in total capital expenditure.						
	Approved by Council 1 March 2017			As at 30 September 2017		
	2017-2018	2018-2019	2019-2020	2017-2018	2018-2019	2019-2020
	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	£	£	£	£	£	£
<b>Financial year impact</b>						
Implications of the capital programme for year:						
For Band D council tax	208.46	249.50	257.29	130.02	267.22	281.50
For average weekly housing rents	2.44	5.04	7.31	0.80	3.09	5.97
<b>Marginal impact to previous quarter</b>						
Implications of the capital programme for year:						
For Band D council tax	(17.02)	(15.37)	(14.77)	(13.83)	66.82	69.85
For average weekly housing rents	(1.15)	0.47	2.09	(0.92)	(1.15)	(0.52)

<b>PI 3 - Estimates and actual capital expenditure.</b>						
Full details of capital expenditure plans and funding can be found in the quarter two capital budget monitoring 2017-2018 report.						
	Approved by Council 1 March 2017			As at 30 September 2017		
	2017-2018	2018-2019	2019-2020	2017-2018	2018-2019	2019-2020
	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	£000	£000	£000	£000	£000	£000
General Fund	116,888	49,281	11,544	123,299	169,731	20,423
HRA	47,977	59,158	53,197	38,182	61,188	62,872
	164,865	108,439	64,741	161,481	230,919	83,295

## APPENDIX A

### Debt and Treasury Management - Prudential and Treasury Management Indicators

<b>PI 4 - Estimates and actual capital financing requirement General Fund and HRA.</b>						
The capital financing requirement measures the authority's underlying need to borrow for a capital purpose.						
	Approved by Council 1 March 2017			As at 30 September 2017		
	2017-2018	2018-2019	2019-2020	2017-2018	2018-2019	2019-2020
	Forecast £000	Forecast £000	Forecast £000	Forecast £000	Forecast £000	Forecast £000
General Fund	683,790	699,787	686,515	679,453	759,661	748,415
HRA	279,825	299,412	314,176	261,695	277,055	299,358
	963,615	999,199	1,000,691	941,148	1,036,716	1,047,773

<b>PI 5 - Authorised limit for external debt.</b>			
These limits apply to the total external debt gross of investments and separately identify borrowing from other long term liabilities such as finance leases including Private Finance Initiatives (PFI).			
	Approved by Council 1 March 2017		
	2017-2018	2018-2019	2019-2020
	Limit £000	Limit £000	Limit £000
Borrowing	929,492	979,783	1,006,517
Other Long Term Liabilities	94,591	90,770	86,644
Total Authorised Limit	1,024,083	1,070,553	1,093,161
Actual and Forecast External Debt as at 30 September 2017	848,230	966,410	1,007,823
Variance (Under) / Over Authorised limit	(175,853)	(104,143)	(85,338)

<b>PI 6 - Operational boundary for external debt.</b>			
This is based on the same estimates as the authorised limit but directly reflects the Director of Finance's estimate of the most likely, prudent but not worst case scenario, without the additional headroom included.			
	Approved by Council 1 March 2017		
	2017-2018	2018-2019	2019-2020
	Limit £000	Limit £000	Limit £000
Borrowing	904,372	964,701	998,154
Other Long Term Liabilities	94,591	90,770	86,644
Total Operational Boundary Limit	998,963	1,055,471	1,084,798
Actual and Forecast External Debt as at 30 September 2017	848,230	966,410	1,007,823
Variance (Under) / Over Operational Boundary Limit	(150,733)	(89,061)	(76,975)

## APPENDIX A

### Debt and Treasury Management - Prudential and Treasury Management Indicators

#### PI 7 - HRA limit on indebtedness.

This maximum debt limit has been set by Government as part of the self-financing regime and is compared to the HRA capital financing requirement.

	Approved by Council 1 March 2017			As at 30 September 2017		
	2017-2018	2018-2019	2019-2020	2017-2018	2018-2019	2019-2020
	Forecast £000	Forecast £000	Forecast £000	Forecast £000	Forecast £000	Forecast £000
HRA Debt Limit	356,770	356,770	356,770	356,770	356,770	356,770
HRA Capital Financing Requirement	279,825	299,412	314,176	261,695	277,055	299,358
Headroom	76,945	57,358	42,594	95,075	79,715	57,412

**PI for Prudence** - Ensuring that external debt is sustainable and compliance with good professional practice are essential

#### PI 8a - Gross debt and the capital financing requirement.

"In order to ensure that over the medium term debt will only be for a capital purpose, the local authority should ensure that debt does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years". This replaced PI 8 net debt and the capital financing requirement from 2013-2014 onwards.

	Approved by Council 1 March 2017			As at 30 September 2017		
	2017-2018	2018-2019	2019-2020	2017-2018	2018-2019	2019-2020
	Forecast £000	Forecast £000	Forecast £000	Forecast £000	Forecast £000	Forecast £000
Forecast Capital Financing Requirement at end of Second Year	1,000,692	1,025,180	1,025,180	1,047,774	1,069,159	1,069,159
Gross Debt	916,769	973,277	1,002,604	848,230	966,410	1,007,823
Capital Financing Requirement Greater than Gross Debt	Yes	Yes	Yes	Yes	Yes	Yes

**PI 9 - Has the local authority adopted the CIPFA Treasury Management in the Public Services: Code of Practice.** Yes

## APPENDIX A

### Debt and Treasury Management - Prudential and Treasury Management Indicators

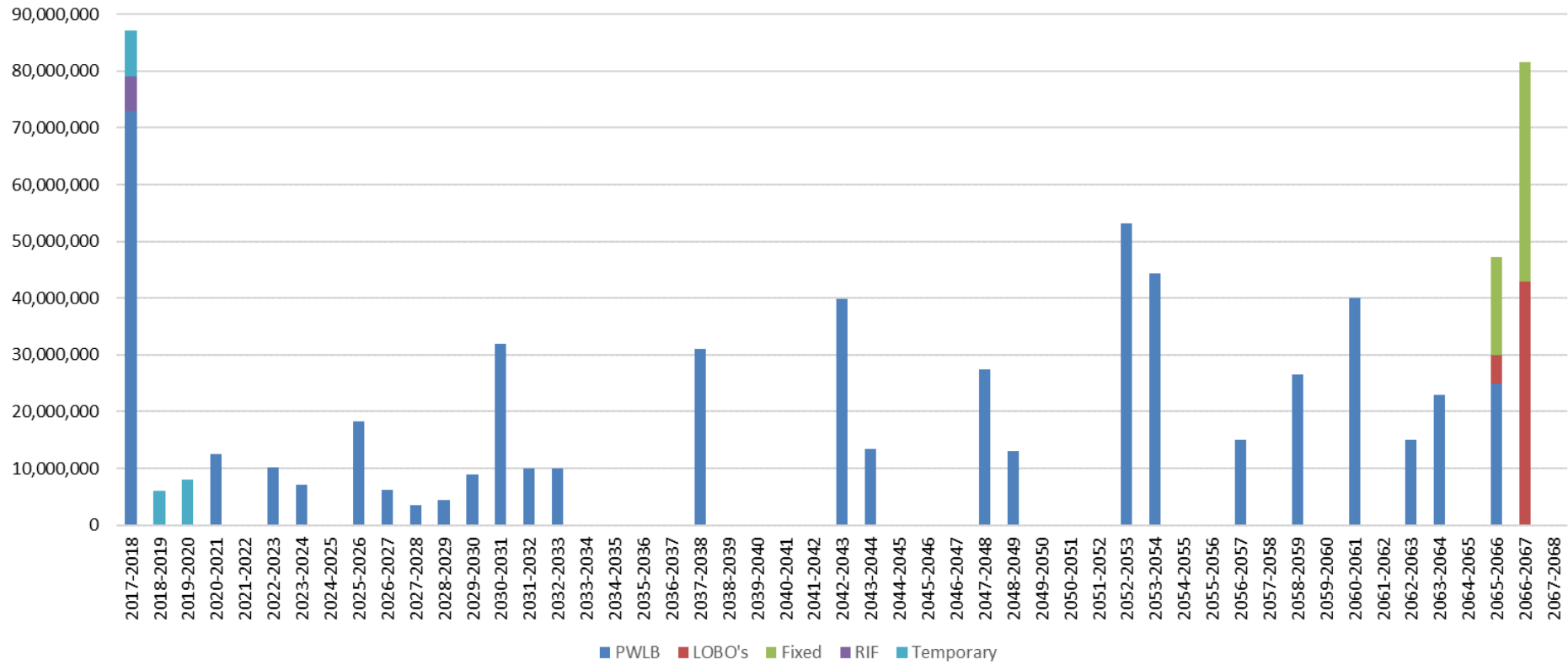
#### Treasury Management Indicators (TMI)

<b>TMI 1 - Upper limits on fixed interest and variable interest exposures.</b>						
These relate to the levels of net outstanding principal sums exposed to fixed and variable interest rates.						
	Approved by Council 1 March 2017			As at 30 September 2017		
	2017-2018	2018-2019	2019-2020	2017-2018	2018-2019	2019-2020
	Limit	Limit	Limit	Forecast	Forecast	Forecast
Upper limit for fixed rate	100%	100%	100%	94%	95%	95%
Upper limit for variable rate	20%	20%	20%	6%	5%	5%

<b>TMI 2 - Upper and lower limits to the maturity structure of its borrowing.</b>			
These limits relate to the % of fixed rate debt maturing.			
	Approved by Council 1 March 2017		As at 30 September 2017
	Upper Limit	Lower Limit	2017-2018 Forecast Borrowing
Under 12 months	25%	0%	7.33%
12 months and within 24 months	25%	0%	3.85%
24 months and within 5 years	40%	0%	1.63%
5 years and within 10 years	50%	0%	5.92%
10 years and above	90%	50%	81.27%

<b>TMI 3 - Upper limits to the total of principal sums invested longer than 364 days.</b>			
This details the maximum amount which can be invested for up to 5 years (as per paragraph 1.6 of the Annual Investment Strategy).			
	Approved by Council 1 March 2017		
	2017-2018	2018-2019	2019-2020
	Limit	Limit	Limit
	£000	£000	£000
Upper limit for more than 364 days	35,000	35,000	35,000
Actual and Forecast Invested at 30 September 2017	-	-	-
Variance (Under) / Over Limit	(35,000)	(35,000)	(35,000)

Borrowing Maturity at 30 September 2017



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## Interest rate forecasts

The Council's treasury advisor, Link Asset Services, has provided the following forecast:

	Nov-17	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21
<b>BANK RATE</b>	0.50	0.50	0.50	0.50	0.50	0.75	0.75	0.75	0.75	1.00	1.00	1.00	1.25	1.25	1.25
<b>5 yr PWLB</b>	1.50	1.50	1.60	1.60	1.70	1.80	1.80	1.90	1.90	2.00	2.10	2.10	2.20	2.30	2.30
<b>10 yr PWLB</b>	2.10	2.10	2.20	2.30	2.40	2.40	2.50	2.60	2.60	2.70	2.70	2.80	2.90	2.90	3.00
<b>25 yr PWLB</b>	2.70	2.80	2.90	3.00	3.00	3.10	3.10	3.20	3.20	3.30	3.40	3.50	3.50	3.60	3.60
<b>50 yr PWLB</b>	2.40	2.50	2.60	2.70	2.80	2.90	2.90	3.00	3.00	3.10	3.20	3.30	3.30	3.40	3.40

Economic forecasting remains difficult with so many external influences weighing on the UK. Our Bank Rate forecasts, (and also MPC decisions), will be liable to further amendment depending on how economic data and developments in financial markets transpire over the next year. Forecasts for average earnings beyond the three year time horizon will be heavily dependent on economic and political developments. Volatility in bond yields is likely to endure as investor fears and confidence ebb and flow between favouring relatively more "risky" assets i.e. equities, or the "safe haven" of government bonds.

The overall longer run trend is for gilt yields and PWLB rates to rise, albeit gently. A world economic recovery will likely see investors switching from the safe haven of bonds to equities.

We have pointed out consistently that the Fed. Rate is likely to go up more quickly and more strongly than Bank Rate in the UK. While there is normally a high degree of correlation between the two yields, we would expect to see a growing decoupling of yields between the two i.e. we would expect US yields to go up faster than UK yields. We will need to monitor this area closely and any resulting effect on PWLB rates.

- The overall balance of risks to economic recovery in the UK is probably to the downside, particularly with the current level of uncertainty over the final terms of Brexit.
- The balance of risks to increases in Bank Rate and shorter term PWLB rates are probably to the upside and are dependent on how strong GDP growth turns out, how quickly inflation pressures rise and how quickly the Brexit negotiations move forward positively.
- Our forecasts are predicated on an assumption that there is no break-up of the Eurozone or EU, (apart from the departure of the UK), within our forecasting time period, despite the major challenges that are looming up, and that there are no major ructions in international relations, especially between the US and China / North Korea, which have a major impact on international trade and world GDP growth.

Downside risks to current forecasts for UK gilt yields and PWLB rates currently include:

- Bank of England monetary policy takes action too quickly over the next three years to raise Bank Rate and causes UK economic growth, and increases in inflation, to be weaker than we currently anticipate.
- Geopolitical risks, especially North Korea, but also in Europe and the Middle East, which could lead to increasing safe haven flows.
- A resurgence of the Eurozone sovereign debt crisis, possibly Italy, due to its high level of government debt, low rate of economic growth and vulnerable banking system.
- Weak capitalisation of some European banks.
- The result of the October 2017 Austrian general election is likely to result in a strongly antiimmigrant coalition government. In addition, the new Czech prime minister is expected to be Andrej Babis who is strongly against EU migrant quotas and refugee policies. Both developments could provide major impetus to other, particularly former Communist bloc countries, to coalesce to create a major block to progress on EU integration and centralisation of EU policy. This, in turn, could spill over into impacting the Euro, EU financial policy and financial markets.
- Rising protectionism under President Trump
- A sharp Chinese downturn and its impact on emerging market countries

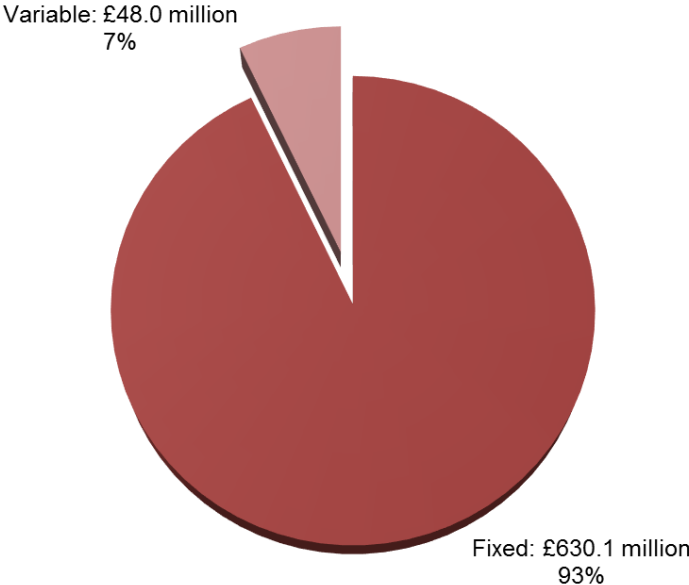
The potential for upside risks to current forecasts for UK gilt yields and PWLB rates, especially for longer term PWLB rates include:

- The Bank of England is too slow in its pace and strength of increases in Bank Rate and, therefore, allows inflation pressures to build up too strongly within the UK economy, which then necessitates a later rapid series of increases in Bank Rate faster than we currently expect.
- UK inflation returning to sustained significantly higher levels causing an increase in the inflation premium inherent to gilt yields.
- The Fed causing a sudden shock in financial markets through misjudging the pace and strength of increases in its Fed. Funds Rate and in the pace and strength of reversal of QE, which then leads to a fundamental reassessment by investors of the relative risks of holding bonds, as opposed to equities. This could lead to a major flight from bonds to equities and a sharp increase in bond yields in the US, which could then spill over into impacting bond yields around the world.

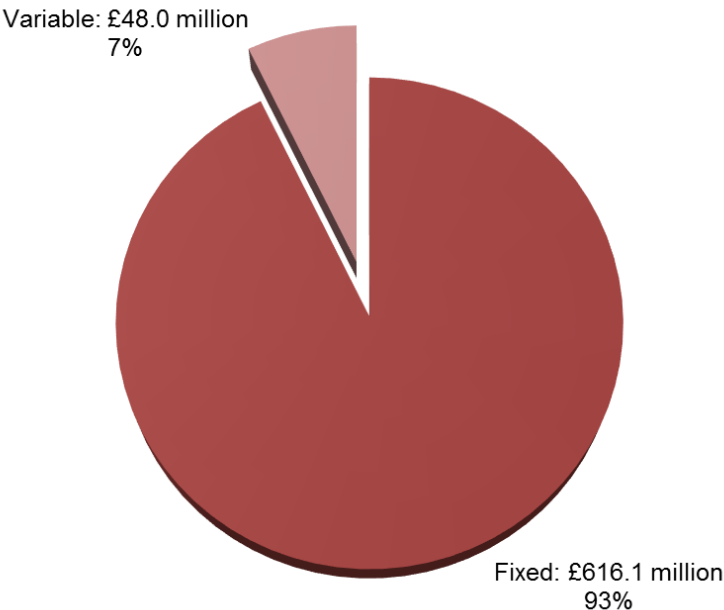
**Borrowing: Graphical Summary**

**Borrowing by Type**

**As at 30 June 2017**



**As at 30 September 2017**



## Borrowing and Repayments in 2017-2018

	Start Date	Maturity Date	Amount £000	Length	Interest Rate	Full Year Interest £
<b>2017-2018 Borrowing</b>						
<b>PWLB Fixed Maturity:</b>				<b>years</b>		
506026	28/04/2017	28/04/2032	10,000	15	2.34%	234,000
506027	28/04/2017	28/04/2048	13,000	31	2.55%	331,500
506426	28/09/2017	28/09/2043	9,000	26	2.78%	250,200
<b>Sub total for PWLB</b>			<b>32,000</b>		<b>2.56%</b>	<b>815,700</b>
<b>Temporary Loans:</b>				<b>days</b>		
London Borough of Wandsworth	28/09/2017	30/09/2019	8,000	732	0.80%	64,000
<b>Sub total for temporary loans</b>			<b>8,000</b>		<b>0.80%</b>	<b>64,000</b>
<b>Grand total borrowing</b>			<b>40,000</b>			<b>879,700</b>
<b>2017-2018 Repayments</b>						
<b>PWLB Fixed Maturity:</b>				<b>years</b>		
503341	30/09/2014	30/09/2017	23,000	3	2.05%	471,500
<b>Sub total for PWLB</b>			<b>23,000</b>		<b>2.05%</b>	<b>471,500</b>
<b>Temporary Loans:</b>				<b>days</b>		
London Borough of Barking & Dagenham	28/09/2015	28/09/2017	8,000	731	0.94%	75,200
<b>Sub total for temporary loans</b>			<b>8,000</b>		<b>0.94%</b>	<b>75,200</b>
<b>Grand total repayments</b>			<b>31,000</b>			<b>546,700</b>
<b>Net movement</b>			<b>9,000</b>			<b>333,000</b>

## APPENDIX E

### Disclosure for Certainty Rate

<b>Certainty Rate</b>						
This table details the information that is required to enable the Council to submit a return for 2017-2018.						
	Approved by Council 1 March 2017			As at 30 September 2017		
	2017-2018 Forecast £000	2018-2019 Forecast £000	2019-2020 Forecast £000	2017-2018 Forecast £000	2018-2019 Forecast £000	2019-2020 Forecast £000
<b>Net Borrowing Requirement:</b>						
Borrowing to finance approved capital expenditure	100,481	60,329	33,453	98,617	122,001	45,539
Existing maturity loans to be replaced during the year	132,000	31,537	50,000	109,114	39,500	76,000
Less:						
Minimum Revenue Provision for debt repayment	-	(8,182)	(14,457)	(20)	(9,575)	(16,867)
Voluntary debt repayment	(16,793)	(12,741)	(13,378)	(17,187)	(13,036)	(13,489)
	(16,793)	(20,923)	(27,835)	(17,207)	(22,611)	(30,356)
Loans Replaced Less Debt Repayment	115,207	10,614	22,165	91,907	16,889	45,644
<b>Net Advance Requirement</b>	<b>215,688</b>	<b>70,943</b>	<b>55,618</b>	<b>190,524</b>	<b>138,890</b>	<b>91,183</b>

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## APPENDIX F

### City of Wolverhampton Council 2017-2018 Specified Investments Lending List as at 30 September 2017

Institution	Country (Sovereign Rating)	Limit £000	Term Limit
Australia & New Zealand Banking Group Ltd	Australia (AAA)	10,000	6 mths
Bank Netherlandse Gemeenten	Netherlands (AAA)	20,000	12 mths
Bank of Montreal	Canada (AAA)	10,000	6 mths
Bank of Nova Scotia	Canada (AAA)	10,000	6 mths
Canadian Imperial Bank of Commerce	Canada (AAA)	10,000	6 mths
Commonwealth Bank of Australia	Australia (AAA)	10,000	6 mths
DBS Bank Ltd	Singapore (AAA)	10,000	6 mths
HSBC Bank plc	UK (AA)	10,000	6 mths
National Australia Bank Ltd	Australia (AAA)	10,000	6 mths
National Bank of Abu Dhabi	Abu Dhabi (U.A.E) (AA)	5,000	3 mths
Oversea Chinese Banking Corporation Ltd	Singapore (AAA)	10,000	6 mths
Royal Bank of Canada	Canada (AAA)	10,000	6 mths
Toronto Dominion Bank	Canada (AAA)	10,000	6 mths
United Overseas Bank Ltd	Singapore (AAA)	10,000	6 mths
Westpac Banking Corporation	Australia (AAA)	10,000	6 mths
<b>Nationalised Banks</b>			
<b>Royal Bank of Scotland Group plc</b>			
National Westminster Bank plc	UK (AA)	10,000	3 mths
The Royal Bank of Scotland plc	UK (AA)	10,000	3 mths
<b>Money Market Funds</b>		<b>Fund Rating</b>	
Invesco STIC Account	Fitch AAmmf	20,000	Instant Access
Standard Life Investments Sterling Liquidity Fund	Fitch AAmmf	20,000	Instant Access
Federated Short-Term Sterling Prime Fund	Fitch AAmmf	20,000	Instant Access
Black Rock Sterling Liquidity Fund	Moody's Aaa-mf	20,000	Instant Access
Scottish Widows Sterling Liquidity Fund	Moody's Aaa-mf	20,000	Instant Access

#### **Non-rated Institutions**

County Councils, London Boroughs, Metropolitan Districts and Unitary Authorities - limits £6m and 12 months.  
Shire District Councils, Fire and Civil Defence Authorities, Passenger Transport Authorities and Police Authorities - limits £3m and 12 months.

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<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet Meeting</b> <b>29 November 2017</b>
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<b>Report title</b>	Capital Programme 2017-2018 to 2021-2022 Quarter Two Review	
<b>Decision designation</b>	RED	
<b>Cabinet member with lead responsibility</b>	Councillor Andrew Johnson Resources	
<b>Corporate Plan priority</b>	Confident Capable Council	
<b>Key decision</b>	Yes	
<b>In forward plan</b>	Yes	
<b>Wards affected</b>	(All Wards)	
<b>Accountable Director</b>	Keith Ireland, Managing Director	
<b>Originating service</b>	Strategic Finance	
<b>Accountable employee</b>	Claire Nye	Director of Finance
	Tel	01902 550478
	Email	claire.nye@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	Strategic Executive Board	7 November 2017
	Council	13 December 2017

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**Recommendations for decision:**

The Cabinet recommends that Council:

1. Approves the revised medium term General Fund capital programme of £339.3 million, an increase of £9.2 million from the previously approved programme (paragraph 2.4), reflecting the latest projected expenditure for the medium term.
2. Approves the net additional General Fund resources of £9.2 million identified for;
  - a. forty new projects totalling £26.3 million (paragraph 4.1);
  - b. thirty three existing projects net reduction totalling £17.1 million (paragraph 3.24)

The Cabinet is recommended to:

1. Approve the General Fund virements totalling £20.5 million detailed at Appendix C for;
  - a. existing projects totalling £2.1 million (paragraph 3.25);
  - b. new projects totalling £18.4 million (paragraph 4.2).
2. Approve the Housing Revenue Account (HRA) virements totalling £14.6 million detailed at Appendix C for;
  - a. existing projects totalling £9.8 million (paragraph 3.25);
  - b. new project totalling £4.8 million (paragraph 4.2).
3. Approve the updated schedules of works for the capital projects under the following directorate (paragraph 3.26);
  - a. Corporate: ICTS and in relation to Education; Building Schools for the Future (BSF), Primary School Expansion Programme and Schools Capital Maintenance (Appendix D1).
  - b. People: Sports Investment Strategy, Co-location Programme, Children in Need - Aiming High for Disabled Children and Early Education - Two Year Education Pilot (Appendix D2).
  - c. Place: Corporate Asset Management Programme, Urban Parks Refurbishment Programme, Disposals Programme, Accessing Growth Fund, Southside Programme, Maintenance of unclassified roads, Non - Highway Structures, Highway Improvement Programme, Safety Programme, Maintenance of classified roads, Lighting up the City and Local Growth Funding (LGF) Feasibility (Appendix D3).
4. Delegate authority to the Cabinet Member for City Assets in consultation with the Head of Corporate Landlord to approve the allocation of the Energy Efficiency measures provision for future programmes budget, to individual capital projects suitably meeting set criteria, in order that they may be progressed in a timely manner (paragraph 3.27).
5. Approve the joint integrated funding approach with the West Midlands Combined Authority with regards the Wolverhampton Interchange Programme (paragraph 3.30).

**Recommendations for noting:**

The Cabinet is asked to note:

1. That the General Fund expenditure position at quarter two of 2017-2018 for existing projects stands at 83.9% of the profiled projected budget (paragraph 3.3).
2. That the General Fund forecast outturn for existing projects for 2017-2018 stands at 86.1% of the approved capital budget (paragraph 3.1).

3. That the HRA expenditure position at quarter two of 2017-2018 for existing projects stands at 97.6% of the profiled projected budget (paragraph 3.4).
4. That the HRA forecast outturn position for existing projects for 2017-2018 stands at 73.0% of the approved capital budget (paragraph 3.1).
5. That there are three new projects requiring internal resources for Primary School Expansion Programme included in this report but which are subject to a separate detailed project report 'School Expansion Schemes' on this agenda. The inclusion of these projects is for budget approval purposes and is on the assumption that the approval to progress with each project is given today. As their progression is dependent on that decision, if the projects are not approved, the capital programme will be reduced accordingly. The names of the projects are:
  - Loxdale Primary;
  - Spring Vale Primary;
  - Stowlawn Primary.

## 1.0 Purpose

- 1.1 To provide Cabinet with an update on the 2017-2018 financial performance of the General Fund and Housing Revenue Account (HRA) capital programmes and the revised forecast for 2017-2018 to 2021-2022 as at quarter two of 2017-2018.
- 1.2 To recommend revisions to the current approved General Fund and HRA capital programmes covering the period 2018-2019 to 2021-2022.

## 2.0 Executive summary

- 2.1 This report considers specific changes to budgets. A full list of the capital programme can be found here:  
<http://www.wolverhampton.gov.uk/article/7046/Medium-Term-Capital-Programme>
- 2.2 At its meeting on 19 July 2017, Council approved a General Fund capital programme totalling £247.5 million for the period 2017-2018 to 2021-2022. Since then further reports submitted to Councillors have been approved to increase this amount by £82.6 million to £330.1 million. The increase in the capital programme is due to amendments to existing and new projects including the City Learning Quarter, the Digital Transformation Programme and the School Expansion Programme. Of the approved capital programme totalling £330.1 million, £138.3 million relates to the 2017-2018 financial year.
- 2.3 Table 1 below shows the approved General Fund budget compared with that proposed, along with the resources identified to finance the proposed change.

**Table 1: Summary of the General Fund projects requiring approval**

General Fund	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	Total
	£000	£000	£000	£000	£000	£000
<b>Budget</b>						
<b>Approved</b>	138,265	148,308	17,859	23,089	2,546	<b>330,067</b>
<b>Projects requiring approval:</b>						
New projects	4,273	22,052	-	-	-	<b>26,325</b>
Existing projects	(19,239)	(629)	2,564	213	-	<b>(17,091)</b>
	<b>(14,966)</b>	<b>21,423</b>	<b>2,564</b>	<b>213</b>	<b>-</b>	<b>9,234</b>
<b>Projected</b>	<b>123,299</b>	<b>169,731</b>	<b>20,423</b>	<b>23,302</b>	<b>2,546</b>	<b>339,301</b>
<b>Financing</b>						
<b>Approved</b>						
Internal resources	106,099	97,146	12,617	22,088	2,546	<b>240,496</b>
External resources	32,166	51,162	5,242	1,001	-	<b>89,571</b>
	<b>138,265</b>	<b>148,308</b>	<b>17,859</b>	<b>23,089</b>	<b>2,546</b>	<b>330,067</b>
<b>Projects requiring approval</b>						
Internal resources	(13,129)	12,219	2,566	213	-	<b>1,869</b>
External resources	(1,837)	9,204	(2)	-	-	<b>7,365</b>
	<b>(14,966)</b>	<b>21,423</b>	<b>2,564</b>	<b>213</b>	<b>-</b>	<b>9,234</b>
<b>Projected</b>						
Internal resources	92,970	109,365	15,183	22,301	2,546	<b>242,365</b>
External resources	30,329	60,366	5,240	1,001	-	<b>96,936</b>
<b>Variance</b>	<b>123,299</b>	<b>169,731</b>	<b>20,423</b>	<b>23,302</b>	<b>2,546</b>	<b>339,301</b>

- 2.4 This report recommends variations to the approved programme totalling an increase of £9.2 million bringing the total revised programme to £339.3 million.
- 2.5 Expenditure to the end of quarter two 2017-2018 for existing projects totals £22.0 million. This represents 83.9% of the profiled projected budget.
- 2.6 A forecast outturn for 2017-2018 for existing projects totals £119.0 million; this represents 86.1% of the approved budget.
- 2.7 On 19 July 2017, Council approved a revised HRA capital programme totalling £228.1 million for the period 2017-2018 to 2021-2022. Of this, £52.3 million relates to the 2017-2018 financial year.
- 2.8 Table 2 below shows the approved HRA budget compared with that proposed, along with the resources identified to finance the proposed change.

**Table 2: Summary of the HRA projects requiring approval**

Housing Revenue Account	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	Total
	£000	£000	£000	£000	£000	£000
<b>Budget</b>						
<b>Approved</b>	52,295	62,358	53,197	60,223	-	<b>228,073</b>
<b>Projects requiring approval:</b>						
New projects	-	500	3,000	1,300	-	<b>4,800</b>
Existing projects	(14,113)	(1,670)	6,675	(428)	4,736	<b>(4,800)</b>
	<b>(14,113)</b>	<b>(1,170)</b>	<b>9,675</b>	<b>872</b>	<b>4,736</b>	<b>-</b>
<b>Projected</b>	<b>38,182</b>	<b>61,188</b>	<b>62,872</b>	<b>61,095</b>	<b>4,736</b>	<b>228,073</b>
<b>Financing</b>						
<b>Approved</b>						
Internal resources	51,842	61,858	53,197	60,223	-	<b>227,120</b>
External resources	453	500	-	-	-	<b>953</b>
	<b>52,295</b>	<b>62,358</b>	<b>53,197</b>	<b>60,223</b>	<b>-</b>	<b>228,073</b>
<b>Projects requiring approval</b>						
Internal resources	(13,693)	(1,590)	9,675	872	4,736	-
External resources	(420)	420	-	-	-	-
	<b>(14,113)</b>	<b>(1,170)</b>	<b>9,675</b>	<b>872</b>	<b>4,736</b>	<b>-</b>
<b>Projected</b>						
Internal resources	38,149	60,268	62,872	61,095	4,736	<b>227,120</b>
External resources	33	920	-	-	-	<b>953</b>
<b>Projected</b>	<b>38,182</b>	<b>61,188</b>	<b>62,872</b>	<b>61,095</b>	<b>4,736</b>	<b>228,073</b>

- 2.9 Expenditure to the end of quarter two 2017-2018 for HRA existing projects totals £11.7 million. This represents 97.6% of the profiled projected budget.
- 2.10 A forecast outturn for 2017-2018 for existing projects totals £38.2 million; this represents 73.0% of the approved budget.
- 3.0 Existing projects**
- 3.1 Table 3 provides an analysis of the projected budget forecast and the variations compared the approved budget for existing projects. The table also shows the value of

re-allocations from existing projects to new projects requiring approval. This is where budgets were previously approved at a programme level and now require allocation to individual projects. These new projects which are seeking approval can be found in section 4 'New projects and virements'.

**Table 3: Projected budgets for existing projects as at the end of quarter two of 2017-2018**

	General Fund				HRA £000	Total Capital Programme £000	Paragraph number
	Corporate	People	Place	Total			
	£000	£000	£000	£000			
<b>2017-2018</b>							
Approved budget	65,714	3,869	68,682	138,265	52,295	190,560	
<b>Projected budget</b>	<b>59,283</b>	<b>2,863</b>	<b>56,880</b>	<b>119,026</b>	<b>38,182</b>	<b>157,208</b>	<b>2.6, 2.8</b>
<b>Forecast as % of approved budget</b>	<b>90.2%</b>	<b>74.0%</b>	<b>82.8%</b>	<b>86.1%</b>	<b>73.0%</b>	<b>82.5%</b>	<b>2.6, 2.8</b>
Variance projected v approved over/(under)	(6,431)	(1,006)	(11,802)	(19,239)	(14,113)	(33,352)	3.5, 3.18
Variance represented by:							
Re-phasing	(5,756)	(1,173)	(10,491)	(17,420)	(14,113)	(31,533)	3.6-3.12, 3.18
Increase/(decrease)	(249)	167	(1,261)	(1,343)	-	(1,343)	3.13-3.16
Re-allocation to new projects requiring approval	(426)	-	(50)	(476)	-	(476)	3.17
Financing for projected variance:							
Internal resources	(3,394)	(877)	(9,635)	(13,906)	(13,693)	(27,599)	
Internal resources re-allocation to new projects requiring approval	(250)	-	-	(250)	-	(250)	
External resources	(2,611)	(129)	(2,117)	(4,857)	(420)	(5,277)	
External resources re-allocation to new projects requiring approval	(176)	-	(50)	(226)	-	(226)	
<b>2018-2019 to 2021-2022</b>							
Approved budget	84,159	457	107,186	191,802	175,778	367,580	
<b>Projected budget</b>	<b>74,566</b>	<b>1,630</b>	<b>117,754</b>	<b>193,950</b>	<b>185,091</b>	<b>379,041</b>	<b>3.19</b>
Variance projected v approved over/(under)	(9,593)	1,173	10,568	2,148	9,313	11,461	3.19
Variance represented by:							
Re-phasing	5,756	1,173	10,491	17,420	14,113	31,533	3.19
Increase/(decrease)	1,751	-	77	1,828	(4,800)	(2,972)	3.20-3.22
Re-allocation to new projects requiring approval	(17,100)	-	-	(17,100)	-	(17,100)	3.23
Financing for projected variance:							
Internal resources	2,135	867	9,060	12,062	8,893	20,955	
Internal resources re-allocation to new projects requiring approval	(13,824)	-	-	(13,824)	-	(13,824)	
External resources	5,372	306	1,508	7,186	420	7,606	
External resources re-allocation to new projects requiring approval	(3,276)	-	-	(3,276)	-	(3,276)	
<b>Overall summary</b>							
<b>Projected budget</b>	<b>133,849</b>	<b>4,493</b>	<b>174,634</b>	<b>312,976</b>	<b>223,273</b>	<b>536,249</b>	
Variance projected v approved over/(under)	(16,024)	167	(1,234)	(17,091)	(4,800)	(21,891)	3.24
Variance represented by:							
Re-phasing	-	-	-	-	-	-	
Increase/(decrease)	1,502	167	(1,184)	485	(4,800)	(4,315)	3.24
Re-allocation to new projects requiring approval	(17,526)	-	(50)	(17,576)	-	(17,576)	

## 2017-2018 Approved budget

- 3.2 In order to identify the progression of capital projects so far in 2017-2018 Table 4 compares the capital expenditure as at September 2017 with the profiled projected budget for the same period.

**Table 4: Movement from approved budget to profiled projected budget compared to expenditure to the end of quarter two 2017-2018**

	General Fund				HRA £000	Total Capital Programme £000
	Corporate	People	Place	Total		
	£000	£000	£000	£000		
<b>2017-2018</b>						
<b>Approved budget</b>	<b>65,714</b>	<b>3,869</b>	<b>68,682</b>	<b>138,265</b>	<b>52,295</b>	<b>190,560</b>
Re-phasing of existing projects	(5,756)	(1,173)	(10,491)	(17,420)	(14,113)	(31,533)
Increase/(decrease) of existing projects	(675)	167	(1,311)	(1,819)	-	(1,819)
<b>Projected budget</b>	<b>59,283</b>	<b>2,863</b>	<b>56,880</b>	<b>119,026</b>	<b>38,182</b>	<b>157,208</b>
Projected budget to be spent in quarters three and four	(52,074)	(1,764)	(38,904)	(92,742)	(26,238)	(118,980)
<b>Profiled projected budget for quarter two</b>	<b>7,209</b>	<b>1,099</b>	<b>17,976</b>	<b>26,284</b>	<b>11,944</b>	<b>38,228</b>
Expenditure at the end of quarter two	6,419	698	14,927	22,044	11,652	33,695
Expenditure as % of profiled budget	89.0%	63.5%	83.0%	83.9%	97.6%	88.1%

- 3.3 General Fund capital expenditure to the end of quarter two stands at £22.0 million against the profiled projected budget of £26.3 million, which represents 83.9% of the profiled projected budget.
- 3.4 HRA capital expenditure to the end of quarter two stands at £11.7 million, against the profiled projected budget of £11.9 million, which represents 97.6% of the profiled projected budget.
- 3.5 As shown in Table 3, the latest financial monitoring information indicates that General Fund capital expenditure during 2017-2018 will be lower than the approved budget by £19.2 million. Of this, £17.4 million is due to re-phasing of projects whilst £1.3 million relates to a decrease in the programme with £476,000 relating to re-allocations from existing to new projects. Further details are discussed in the paragraphs below.
- 3.6 Corporate Directorate: there is re-phasing of £5.8 million which is a net position of £6.0 million slippage from 2017-2018 and £240,000 acceleration into 2017-2018. The main items of this re-phasing being;
- £5.9 million re-phasing for Primary Expansion Programme to develop future projects;
  - £240,000 relating to the Transformation Development Efficiency Strategy. This is for the development of transformation projects funded by the capital receipts flexibility announced in the Autumn Statement 2015. This has a direct relationship to the availability of capital receipts and therefore, any changes in timing or amount of receipts impacts upon this expenditure budget.

- 3.7 People Directorate: there is re-phasing of some £1.2 million, the main items being;
- £357,000 relating to the Community Hubs provision for future programmes, current project development timescales indicate this will be required in 2018-2019;
  - £260,000 for the Sports Investment Strategy due to delays in finalising procurement details for Barnhurst Land Pitches and in agreeing a solution to an issue in relation to the Synthetic Pitch at Our Lady & St Chad's School project;
  - Re-phasing of some £250,000 for Sexual Health project is due to all public health contracts being under review. A decision whether the project will proceed is anticipated to be made in 2018-2019;
  - £102,000 relating to the Bowling provision for the future programmes. Initial discussions have commenced to agree how the project will proceed in 2018-2019.
- 3.8 Place Directorate: there is re-phasing of £10.5 million with the main items being discussed in the paragraphs below by service area.
- 3.9 City Economy: the main items of re-phasing relate to;
- £2.8 million covering both the City Learning Quarter and the Strategic Land Acquisitions to reflect estimated timescales for acquisitions;
  - £1.3 million relating to the Black Country Growth Deal – Cultural Programme. There has been a delay in works due to continued asbestos removal and the reinstatement of building for events during October to December.
- 3.10 City Environment: the main items of re-phasing are;
- £1.4 million for Vehicles (Procurement) project – this reflects the re-phasing of current budget allocations as a result of planned procurement and the anticipated future outcome of ongoing passenger transport reviews;
  - £1.2 million for Street Lighting to reflect anticipated project delivery timescales;
  - Re-phasing of some £319,000 due to the re-prioritisation of resources as a result of a successful ERDF Blue Network bid funding works at Wyrley and Essington Canal and Smestow Valley.
- 3.11 City Housing: the main items of re-phasing relate to;
- £778,000 against Disabled Facilities Grant project to reflect the timescales of delivery;
  - £489,000 for Housing General Schemes – Small Works which is a rolling programme where the expenditure is demand led.
- 3.12 Corporate Landlord: the main items of re-phasing are below;
- £850,000 relating to the Disposals Programme (Non-Strategic) reflects programme delivery plans;
  - £213,000 for Energy Efficiency Measures proposed re-phasing allowing for the production of a plan for use of the energy efficiency reserve funding meeting set criteria.



- 3.13 The projected forecast decrease of £1.3 million for the General Fund 2017-2018 capital expenditure is a net position which is discussed below.
- 3.14 Corporate Directorate: a net decrease of £249,000 which is mainly due to the following;
- An increase of £344,000 relates to the Transformation Development Efficiency Strategy which is linked to availability of capital receipts as explained in paragraph 3.6;
  - A decrease of £208,000 relates to the Schools Capital Maintenance programme within the Director of Education due to virements to support new projects;
  - £292,000 for the Building Schools for the Future (BSF) programme due to project completions;
  - A decrease of some £115,000 for Corporate Contingency due to virements to facilitate costs of new and existing projects.
- 3.15 People Directorate: an increase of £167,000 which is due to the following;
- External grant of £167,000 for Co-Location Programme – Children’s Transformation projects due to changes in specification and schedule of works for Bingley and increased costs for Eastfield.
- 3.16 Place Directorate: a net decrease of £1.3 million which is mainly due to the following;
- An increase of £627,000 relates to Accessing Growth Fund – Pinfold Bridge project. This is due to underground services and late design changes which were required to accommodate a temporary pedestrian footbridge during the period of works;
  - A decrease of £678,000 for Highway Structures (bridges, subways, retaining walls) programme, £600,000 is due to anticipated external funding not being secured with the remaining £78,000 being a virement to support the increased costs of Pinfold Bridge;
  - £458,000 decrease for Highway Improvement Programme, £358,000 relates to a change in delivery methods with Walsall Metropolitan Borough Council who will now incur costs directly rather than via the Council. There is a further virement of £73,000 towards Pinfold Bridge project;
  - A decrease of £428,000 for Maintenance of classified roads programme due to the reallocation of resources to accommodate an increased cost of works on Pinfold Bridge;
  - Further decrease of some £208,000 for Southside due to reallocation of resources to bring forward a new project for the demolition of Burdett House.
- 3.17 There are re-allocation virements proposed from existing to new projects of £476,000; the main item being within the Corporate Directorate: £426,000 from provisions for future programmes with regards Schools Capital Maintenance programmes to individual projects as detailed in Appendix C.
- 3.18 As shown in Table 4, the latest financial information indicates that HRA capital expenditure during 2017-2018 will be lower than the approved budget by £14.1 million due to re-phasing of projects which is discussed below.

- £5.3 million relates to Decent Homes – Stock Improvements programme due to delivery of external works at Heath Town being placed on hold, following the Grenfell Tower fire, to allow for scrutiny of specification of cladding;
- £4.7 million relates to Burton Crescent and WV Living Units – both programmes are scheduled to start in 2018-2019;
- Further £4.1 million relates to Tap Works site due to anticipated delivery timescales.

### **2018-2019 to 2021-2022 Approved budget**

- 3.19 The latest financial monitoring information shown in Table 3 indicates that General Fund capital expenditure for 2018-2019 to 2021-2022 will be higher than the approved budget by £2.1 million. Of this, £17.4 million is due to re-phasing of capital expenditure across the life of the capital programme as discussed in the previous paragraphs above.
- 3.20 The projected budget increase of £1.8 million for the General Fund is discussed below.
- 3.21 Corporate Directorate: the forecast increase of £1.8 million is due to the following;
- An increase of some £150,000 for Corporate Contingency as a result of virements from two projects within the Place Directorate that are no longer being progressed - Steel Park Way - two electric kerb risers and Murdoch Road - single road blocker;
  - An increase of £1.6 million for Primary Schools Expansion Programme, this is subject to a separate detailed project report 'School Expansion Schemes' on this agenda;
- 3.22 Place Directorate: the forecast net increase of £77,000 is due to the following;
- A reduction of £150,000 due to a virement to the Corporate Directorate mentioned in the paragraph above;
  - A reduction of £205,000 due to a virement from Corporate Landlord Disposals Programme to Blue Network – Smestow Valley Local Nature Reserve within City Economy;
  - An increase of £432,000 relating to a grant award for Art Gallery Improvement Scheme within Development of Cultural Estate.
- 3.23 There are re-allocation virements proposed from existing to new projects of £17.1 million. This is within the Corporate Directorate for Primary Schools Expansion Programme to support new projects. The budget was originally approved on a programme level and now requires allocation to the individual projects detailed in the report 'School Expansion Schemes' also on the agenda. The approval for the individual projects which is being sought in this meeting can be found in section 4 'New projects and virements'.

## Overall summary

- 3.24 A detailed analysis of projected net decrease of capital expenditure totalling £21.9 million for existing projects can be found in Appendix A. Of this, £17.1 million relates to the General Fund and £4.8 million to the HRA. However, after taking into account re-allocation virements to specific projects the net General Fund increase is £485,000, the HRA balance remains unchanged.
- 3.25 Requests for budget virements between existing projects for the General Fund and HRA totalling £2.1 million and £9.8 million respectively are detailed in Appendix C.
- 3.26 Ancillary schedules of General Fund works for approval are detailed in appendices D1 to D3.
- 3.27 Approval is sought to delegate authority to the Cabinet Member for City Assets in consultation with the Head of Corporate Landlord to approve the allocation of the Energy Efficiency measures provision for future programmes budget, to individual capital projects suitably meeting set criteria, in order that they may be progressed in a timely manner.
- 3.28 As reported to Cabinet on 22 February 2017, an extensive review of the ICT capital programme was being undertaken within the Corporate Directorate; this review includes phase 2 of the Digital Transformation Programme. This review is still ongoing and the outcome will be subject to a separate report to Councillors.
- 3.29 As part of the Interchange Phase 1 (Bus Station) project, a Regional Infrastructure Fund (RIF) loan of £9.5 million was provided by Advantage West Midlands (AWM) to support the project. The loan is repayable in two tranches, the first payment was made in June 2014 (£3.2 million) with the second scheduled for March 2018 (£6.3 million). Following the abolition of AWM, the responsibility for the loan transferred over to Homes and Communities Agency (HCA) and it required the first tranche to be repaid on the due date. Subsequently, the HCA offered a grant payment of an equivalent sum to Council for the development of i10 and i11 which was required to be spent by March 2015. Options are to be explored to re-finance the final tranche of the loan.
- 3.30 At its meeting of 13 September 2017 Cabinet considered the report 'Wolverhampton Interchange Programme'. In the report approval was given to utilise the allocation of £15.0 million of prudential borrowing to fund project expenditure to enable the entire project to be delivered. The West Midlands Combined Authority (WMCA) are seeking approval, via their own reporting processes, for a matched £15.0 million on 8 December 2017. As part of the discussions with WMCA officers and in order to deliver a truly integrated approach to the project, ensuring both station and metro is delivered, the following joint approach to funding is proposed for the remainder of the project.
- The project will first of all utilise all other funding sources to the benefit of the project as a whole, this is currently estimated at £51.8 million.

- Once other funding sources have been exhausted, it is proposed to apply the additional contributions from WMCA and the Council on an equal basis. Currently to meet the anticipated £69.3 million project cost, this would mean using £17.5 million (£8.75 million from each authority) of the total £30.0 million additional funding.
- The residual additional funding will be held in a project contingency and applied only to meet essential additional costs arising but otherwise unfunded on an equal application basis. The contingency based on current project costs would be £12.5 million (£6.25 million held by each authority).
- Should the project be left with unallocated contingencies at the end of the project, the monies will be returned to the two local authorities on an equal 50/50 share basis.

Approval is being sought to accept the above integrated approach for the Wolverhampton Interchange Programme.

#### 4.0 New projects and virements

- 4.1 Table 5 provides an analysis of forecast outturn for the new projects requiring approval, covering the period 2017-2018 to 2021-2022, identifying where additional funding is required and where the new expenditure can be met from existing resources. A detailed analysis of the individual projects included in this table can be found in Appendix B.

**Table 5: Analysis of new projects requiring approval**

Directorate	2017-2018 to 2021-2022		
	Forecast outturn	Additional external resources required	Virements from existing projects
	£000	£000	£000
Corporate	17,712	-	17,712
People	-	-	-
Place	8,613	7,967	646
<b>Total General Fund</b>	<b>26,325</b>	<b>7,967</b>	<b>18,358</b>
Housing Revenue Account	4,800	-	4,800
<b>Total HRA</b>	<b>4,800</b>	<b>-</b>	<b>4,800</b>
<b>Total Capital Programme</b>	<b>31,125</b>	<b>7,967</b>	<b>23,158</b>

- 4.2 The new projects requiring approval are funded from a mixture of internal and external resources and virements of £23.2 million (see Table 5 for split over funds) from the existing projects as detailed in Appendix C.
- 4.3 The main new projects requiring approval (see additional resources in Table 5) are discussed below.

- 4.4 Place Directorate: there is an approval for a budget increase of £8.0 million for ten new projects which are all externally funded;
- An increase totalling £7.3 million relates to Accessing Growth Fund programme. Approval to a number of projects is sought, wholly funded by external grant which has been approved by the Black Country Local Enterprise Partnership. This is in anticipation of receiving a positive grant offer letter, in order to allow work to progress in a timely manner to achieve agreed project milestones.
  - Some £581,000 relates to Blue Network programme for environmental site improvements across the Black Country;
  - Finally, £70,000 relates to Traffic Calming to Glaisher Drive, Science Park within the Safety Programme. The works are to be carried out on behalf of Wolverhampton University and funded by way of a contribution from the University, covering fully all associated costs incurred.
- 4.5 New projects created through virements from existing projects can be found in Appendix C with the main items discussed below.
- 4.6 The virements totalling £17.7 million for Corporate Directorate are required for the following works;
- £17.1 million for the Primary School Expansion Programme to support new projects which are detailed in the report 'School Expansion Schemes' also on the agenda;
  - £612,000 to be approved for fourteen new Capital Maintenance projects within Director of Education relates to the emergency works that are required across various school sites;
  - Further £75,000 is required for asbestos removal works.
- 4.7 The virements totalling £646,000 for Place Directorate include the establishment of twelve new projects for the following works;
- £225,000 relates to the demolition of Burdett House;
  - £205,000 for Blue Network programme required for the environmental site improvements across the Black Country;
  - Some £110,000 relates to new projects proposed within the work streams of the Corporate Asset Management programme as a result of a reprioritisation of works;
  - and finally, £106,00 relates to Local Growth Funding (LGF) Feasibility projects - the master planning work to design public realm connecting the housing sites around the Royal across the ring road into the city centre and to bring forward sites for new employment uses as part of the Industrial Sites Strategy.
- 5.0 Medium term capital programme**
- 5.1 Table 6 details the approved financing for the capital programme for 2017-2018 to 2021-2022 and incorporates the requested approvals for projects included in this report.

**Table 6: Approved and forecast capital financing 2017-2018 to 2021-2022**

2017-2018 to 2021-2022				
General Fund	Approved budget	Recommended budget	Variance	Resource as % of expenditure
	£000	£000	£000	
<b>Expenditure</b>	<b>330,067</b>	<b>339,301</b>	<b>9,234</b>	
<b>Financing</b>				
Internal resources				
Capital receipts	25,448	26,830	1,382	7.9%
Prudential borrowing	214,129	214,616	487	63.3%
Revenue contributions	919	919	-	0.3%
Reserves	-	-	-	0.0%
<b>Subtotal</b>	<b>240,496</b>	<b>242,365</b>	<b>1,869</b>	<b>71.5%</b>
External resources				
Grants & contributions	89,571	96,936	7,365	28.5%
<b>Subtotal</b>	<b>89,571</b>	<b>96,936</b>	<b>7,365</b>	<b>28.5%</b>
<b>Total General Fund</b>	<b>330,067</b>	<b>339,301</b>	<b>9,234</b>	<b>100.0%</b>

2017-2018 to 2021-2022				
Housing Revenue Account (HRA)	Approved budget	Recommended budget	Variance	Resource as % of expenditure
	£000	£000	£000	
<b>Expenditure</b>	<b>228,073</b>	<b>228,073</b>	<b>-</b>	
<b>Financing</b>				
Internal resources				
Capital receipts	23,037	25,158	2,121	10.9%
Prudential borrowing	115,858	113,678	(2,180)	49.7%
Reserves	88,225	88,284	59	38.6%
<b>Subtotal</b>	<b>227,120</b>	<b>227,120</b>	<b>-</b>	<b>99.2%</b>
External resources				
Grants & contributions	953	953	-	0.8%
<b>Subtotal</b>	<b>953</b>	<b>953</b>	<b>-</b>	<b>0.8%</b>
<b>Total HRA</b>	<b>228,073</b>	<b>228,073</b>	<b>-</b>	<b>100.0%</b>

- 5.2 Capital receipts totalling £26.8 million have been assumed within the General Fund capital programme for quarter two and can be seen in Table 7. This is an increase of £1.4 million when compared to the approved budget, which has arisen as a result of an increased forecast from sales totalling £454,000 and some £927,000 due to re-phasing of receipts and capital requirements. In order to be prudent a detailed review of the schedule of disposals is undertaken to identify only those that are likely to be completed. The planned utilisation of capital receipts reflects the need to balance the benefit for both the capital programme and the revenue budget.

**Table 7: Receipts assumed in the revised General Fund capital programme**

	Projected					Total £000
	2017 - 2018 £000	2018 - 2019 £000	2019 - 2020 £000	2020 - 2021 £000	2021 - 2022 £000	
General Fund capital receipts	4,100	15,400	5,300	1,000	1,000	26,800

## 6.0 Key budget risks

6.1 An analysis of the risks associated with the capital programme, along with the details of the risk control measures that are in place in order to manage and mitigate these risks as far as possible can be viewed online on the Council's website by following the link below:

<http://www.wolverhampton.gov.uk/article/7046/Medium-Term-Capital-Programme>

6.2 The overall risk associated with the programme continues to be quantified as amber.

## 7.0 Evaluation of alternative options:

7.1 This report provides an update on progress of capital projects during 2017-2018 and anticipated budget requirements for future years. The evaluation of alternative project options are detailed in individual investment proposals.

## 8.0 Reasons for decisions:

8.1 To seek Cabinet's recommendation to Council to approve the revised capital budgets. This will ensure that the capital programme budget reflects the latest forecasts and requirements.

## 9.0 Financial implications

9.1 The financial implications are discussed in the body of this report. The revenue implications of the new and existing projects seeking approval for additional or changes in resources can be seen in the table below. These will be fully reflected in the treasury management budget forecast to be reported to Cabinet on 29 November 2017 in the 'Treasury Management Activity Monitoring – Mid Year Review 2017-2018' report.

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	£000	£000	£000	£000	£000
Forecast cumulative impact:					
interest	(2)	47	47	47	47
minimum revenue provision	-	(2)	34	36	37
<b>Net revenue cumulative impact for General Fund</b>	<b>(2)</b>	<b>45</b>	<b>81</b>	<b>83</b>	<b>84</b>

[SH/31102017/Y]

## 10.0 Legal implications

10.1 Section 151 of the local Government Act 1972 requires local authorities to make arrangements for the proper administration of their financial affairs.

10.2 The Local Government Act 2003 brought in the current regime for capital finance for local authorities. It reduced the level of central control over local authority borrowing and capital expenditure.

- 10.3 The Council is required to comply with statutory codes of practice including current Financial Procedure Rules and the Prudential Code for Capital Finance in Local Authorities and Treasury Management in Public Services.
- 10.4 The legal framework therefore places a greater responsibility on Cabinet Members to ensure properly managed borrowing and capital expenditure without the need for government consent.
- 10.5 The main principles of the framework are prudence, sustainability and affordability. These statutory requirements are taken into account when making recommendations about the revised medium term General Fund capital programme.  
[TS/31102017/T]

## **11.0 Equalities implications**

- 11.1 Under the Equality Act 2010, the Council has a statutory duty to pay due regard to the impact of how it carries out its business on different groups of people. This is designed to help the Council identify the particular needs of different groups and reduce the likelihood of discrimination; the nine equality strands covered by the legislation are:
- Age
  - Disability
  - Gender reassignment
  - Pregnancy and Maternity
  - Religion or Belief
  - Race
  - Sex
  - Sexual Orientation
  - Marriage and Civil Partnership (this strand only applies to employment and not to service delivery).

These strands include everyone.

- 11.2 Cabinet Members should also be aware that under the Equality Act 2010, they must have due regard to the Public Sector Equality Duty when making budget decisions. What this means in practice is that Cabinet Members must consciously think about the three aims of the Public Sector Equality Duty as part of the decision making process, the three aims are to have due regard to the need to:
- Eliminate discrimination, harassment and victimisation.
  - Advance equality of opportunity by removing or minimising disadvantages, meet differing needs and encourage participation.
  - Foster good relations between people from different groups.
- 11.3 Consideration of equality issues must influence the decisions reached by public bodies including:
- How they act as employers.
  - How they design, deliver and evaluate services.
  - How they commission and procure from others.



- 11.4 The Brown Principles, established as a result of a legal case concerning Post Offices closures in 2008, provide an important checklist when making decisions:
- Decision makers must be made aware of their duty to have due regard to the identified goals.
  - Due regard must be fulfilled before and at the time that a particular decision is being considered, not afterwards.
  - The duty must be exercised in substance, with rigour and with an open mind. It is not a question of ticking boxes.
  - The duty is not delegable; it must be fulfilled by the organisation in question rather than through the use of an external body to do it to the organisation.
  - The duty is a continuing one.
  - It is good practice to keep an adequate record showing that it has considered the identified needs.
- 11.5 There is a range of individual projects delivered through the Council's capital programme that have significant impacts on specific groups and equality implications should be considered when individual capital schemes are being developed.
- 11.6 This requirement would also apply if there were to be any redirection of capital funding in year so as to ensure that the impact of any changes is considered.

## **12.0 Environmental implications**

- 12.1 A wide range of projects delivered through the capital programme have significant environmental implications and are geared to promote improvements to the physical environment.

## **13.0 Corporate landlord implications**

- 13.1 Projects funded and delivered through the Council's capital programme typically have significant impact on the Council's property portfolio. Corporate landlord implications must be considered and included in relevant documents and reports when individual capital projects and programmes are being developed.

## **14.0 Schedule of background papers**

- 14.1 Budgets for Black Country Transformational GOLD – Individual Executive Decision Notice signed off on 3 October 2016.
- 14.2 Capital budget outturn 2016/17 including quarter one capital budget monitoring 2017/18 – Report to Cabinet on 27 June 2017, Council on 19 July 2017.
- 14.3 Transportation Network – Dudding Road and Wolverhampton Road – Road Safety Scheme – Individual Executive Decision Notice signed off on 20 July 2017.
- 14.4 Lighting Up the City Phase 1 – Showcasing the City using Lighting and Greenery – Report to Cabinet (Resources) Panel on 25 July 2017.

- 14.5 Demolition of Garages at Hilton Road, Lanesfield – Report to Cabinet (Resources) Panel on 25 July 2017.
- 14.6 Electric Vehicle Infrastructure Scheme – Report to Cabinet on 13 September 2017, Council on 8 November 2017.
- 14.7 City of Wolverhampton College – Report to Cabinet on 13 September 2017, Council on 20 September 2017.
- 14.8 Improving Pedestrian Safety – Report to Cabinet on 13 September 2017, Council on 20 September 2017.
- 14.9 Cricket Provision Capital Report – Report to Cabinet on 18 October 2017.
- 14.10 Digital Transformation Programme 2017 – 2020 – Report to Cabinet on 18 October 2017, Council on 8 November 2017.
- 14.11 School Expansion Schemes – Report to Cabinet on 29 November 2017.

**15.0 Schedule of appendices**

<b>Appendix</b>	<b>Title</b>
A	Analysis of projected change in expenditure
B	Projects requiring approval
C	Virements
D	Ancillary schedule of works

## Analysis of projected change in expenditure for existing projects

## APPENDIX A

### Projects with a variance greater than 10% (+/-)

Corporate	Approved budget	Forecast outturn	Forecast change in expenditure	Financing		
	£000	£000	£000	Virements £000	Internal resources £000	External resources £000
<b>ICT Disaster Recovery</b>						
Change reflects a virement to approve as detailed in Appendix C.	100	5	(95)	(95)	-	-
<b>ICT Desktop Refresh</b>						
Change reflects a virement to approve as detailed in Appendix C.	772	1,018	246	246	-	-
<b>Director of Education</b>						
<b>Capital Maintenance - Asbestos removal</b>						
Change reflects a virement to approve as detailed in Appendix C.	139	64	(75)	(75)	-	-
<b>Capital Maintenance - Heating Pipework Upgrades (boilers)</b>						
Change reflects a virement to approve as detailed in Appendix C.	799	648	(151)	(151)	-	-
<b>Capital Maintenance - Roof / Ceilings Replacements</b>						
Change reflects a virement to approve as detailed in Appendix C.	475	347	(128)	(128)	-	-
<b>Capital Maintenance - Development Plans</b>						
Change reflects a virement to approve as detailed in Appendix C.	45	-	(45)	(45)	-	-
<b>Uncommitted Balance of Capital Maintenance (Provision for future programmes)</b>						
Change reflects a virement to approve as detailed in Appendix C.	183	1	(182)	(182)	-	-
<b>Universal Infant Free School Meals (UIFSM)</b>						
Change reflects a virement to approve as detailed in Appendix C.	-	22	22	22	-	-
<b>Capital Maintenance - Structural Works</b>						
Change reflects a virement to approve as detailed in Appendix C.	394	327	(67)	(67)	-	-
<b>BSF - Design &amp; Build - Phase 1</b>						
Project is completed, budget no longer required.	41	-	(41)	-	(33)	(8)
<b>BSF - Design &amp; Build - Phase 2</b>						
Project is completed, budget no longer required.	245	31	(214)	-	(33)	(181)
<b>BSF - Design &amp; Build - Phase 3</b>						
Project is completed, budget no longer required.	140	103	(37)	-	-	(37)
<b>Primary Expansion Programme</b>						
Approval is sought to increase the budget and approve the virement in accordance with the 'School Expansion Schemes' report also on the agenda.	25,698	10,198	(15,500)	(17,100)	1,600	-
<b>Subtotal</b>	<b>29,031</b>	<b>12,764</b>	<b>(16,267)</b>	<b>(17,575)</b>	<b>1,534</b>	<b>(226)</b>

People	Approved budget	Forecast outturn	Forecast change in expenditure	Financing		
	£000	£000	£000	Virements £000	Internal resources £000	External resources £000
<b>Co-Location Programme</b>						
Change reflects an additional works for the Whitmore Reans project and changes in specifications/schedule of works for the Bingley project. The proposed funding is mainly from additional external resources.	385	552	167	-	-	167
<b>Sports Investment Strategy</b>						
Change reflects a switch of the resources due to an additional contribution from the Football Foundation being available.	2,082	2,082	-	-	(10)	10
<b>Subtotal</b>	<b>2,467</b>	<b>2,634</b>	<b>167</b>	<b>-</b>	<b>(10)</b>	<b>177</b>

## Analysis of projected change in expenditure for existing projects

## APPENDIX A

### Projects with a variance greater than 10% (+/-)

Place - Non Housing	Approved budget	Forecast outturn	Forecast change in expenditure	Virements	Financing	
	£000	£000	£000		£000	Internal resources
<b>Disposals Programme (Non-Strategic)</b> Change reflects virements to approve as detailed in Appendix C.	1,771	1,566	(205)	(205)	-	-
<b>Security Enhancement works</b> Changes proposed reflect the reduced budget requirement as a result of two projects no longer being progressed, and a proposed virement to approve as detailed in Appendix C.	525	373	(152)	(152)	-	-
<b>Highway Structures (bridges, subways, retaining walls)</b> Changes proposed reflect a proposed budget reduction in relation to a project for which external funding has not been secured and the reallocation of resources across projects within the Transportation capital programme to align with current prioritisations. A virement is also proposed as detailed in Appendix C.	1,087	409	(678)	(78)	-	(600)
<b>Highway Improvement Programme</b> Changes proposed reflect the reallocation of resources across projects within the Transportation capital programme to align with current prioritisations and virements as detailed in Appendix C.	1,623	1,165	(458)	(73)	-	(385)
<b>Accessing Growth Fund</b> Changes proposed reflect the reallocation of resources within the Transportation capital programme to accommodate increased costs experienced in relation to works on Pinfold Bridge.	470	1,097	627	627	-	-
<b>Bilston Urban Village</b> Change reflects a transfer of the resources between Bilston Urban Village and Black Country Growth Deal - Cultural Programme in accordance with the programme management requirements for the Local Growth Fund (LGF).	5,951	5,951	-	-	401	(401)
<b>Black Country Growth Deal – Cultural Programme</b> Change reflects a transfer of the resources between Bilston Urban Village and Black Country Growth Deal - Cultural Programme in accordance with the programme management requirements for the Local Growth Fund (LGF).	10,936	10,936	-	-	(401)	401
<b>LGF Feasibility</b> Change reflects virements to approve as detailed in Appendix C.	250	144	(106)	(106)	-	-
<b>Development of Cultural Estate</b> Approval is sought to increase the Art Gallery budget in accordance with the phased approach as agreed by Cabinet Resources 28/03/2017 following an award of grant funding from Arts Council England of £432,000.	1,165	1,597	432	-	-	432
<b>Subtotal</b>	<b>23,778</b>	<b>23,238</b>	<b>(540)</b>	<b>13</b>	<b>-</b>	<b>(553)</b>
<b>Total projects with a variance greater than 10% (+/-)</b>	<b>55,276</b>	<b>38,636</b>	<b>(16,640)</b>	<b>(17,562)</b>	<b>1,524</b>	<b>(602)</b>
<b>Total projects with a variance less than 10% (+/-)</b>	<b>50,271</b>	<b>49,820</b>	<b>(451)</b>	<b>(796)</b>	<b>345</b>	<b>-</b>
<b>Grand total General Fund</b>	<b>105,547</b>	<b>88,456</b>	<b>(17,091)</b>	<b>(18,358)</b>	<b>1,869</b>	<b>(602)</b>

**Analysis of projected change in expenditure for existing projects**      **APPENDIX A**

**Projects with a variance greater than 10% (+/-)**

Housing Revenue Account	Approved budget	Forecast outturn	Forecast change in expenditure	Financing		
	£000	£000	£000	Virements £000	Internal resources £000	External resources £000
<b>New Build infill schemes</b>						
Change reflects a virement to approve as detailed in Appendix C.	1,608	2,043	435	435	-	-
<b>New Build Programme</b>						
Change reflects a virement to approve as detailed in Appendix C.	15,000	10,200	(4,800)	(4,800)	-	-
<b>Merridale Court</b>						
Change reflects a virement to approve as detailed in Appendix C.	2,979	2,465	(514)	(514)	-	-
<b>Fire Safety Improvements</b>						
Change reflects a virement to approve as detailed in Appendix C.	3,796	8,284	4,488	4,488	-	-
<b>Roof Refurbishment Programme</b>						
Change reflects a virement to approve as detailed in Appendix C.	16,535	18,813	2,278	2,278	-	-
<b>Contingency</b>						
Change reflects a virement to approve as detailed in Appendix C.	12,467	3,135	(9,332)	(9,332)	-	-
<b>Total projects with a variance greater than 10% (+/-)</b>	<b>52,385</b>	<b>44,940</b>	<b>(7,445)</b>	<b>(7,445)</b>	<b>-</b>	<b>-</b>
<b>Total projects with a variance less than 10% (+/-)</b>	<b>69,624</b>	<b>72,269</b>	<b>2,645</b>	<b>2,645</b>	<b>-</b>	<b>-</b>
<b>Grand total HRA</b>	<b>122,009</b>	<b>117,209</b>	<b>(4,800)</b>	<b>(4,800)</b>	<b>-</b>	<b>-</b>
<b>Total Capital Programme</b>			<b>(21,891)</b>	<b>(23,158)</b>	<b>1,869</b>	<b>(602)</b>

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## Projects requiring approval

## APPENDIX B

New projects created from existing resources - virements	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	Total	Internal resources	External resources
A full set of virements can be found in Appendix C	£000	£000	£000	£000	£000	£000	£000	£000
<b>General Fund</b>								
<b>Capital Maintenance - St Andrews Church of England Primary - asbestos removal</b> A new project is required for asbestos removal works.	16	-	-	-	-	16	-	16
<b>Capital Maintenance - Stow Heath Primary - asbestos removal</b> A new project is required for asbestos removal works.	9	-	-	-	-	9	-	9
<b>Capital Maintenance - Woodfield Junior - asbestos removal</b> A new project is required for asbestos removal works.	14	-	-	-	-	14	-	14
<b>Capital Maintenance - Christ Church, Church of England Infant and Nursery - asbestos removal</b> A new project is required for asbestos removal works.	30	-	-	-	-	30	-	30
<b>Capital Maintenance - Westacre Infants - asbestos removal</b> A new project is required for asbestos removal works.	6	-	-	-	-	6	-	6
<b>Capital Maintenance - Springdale Junior - replacement heating pipework</b> Project from 2013/14, delays due to asbestos and design issues	200	-	-	-	-	200	-	200
<b>Capital Maintenance - Warstones Primary - replacement boiler</b> Project is required for emergency works, only 1 boiler fully operational which could result in school closure.	57	-	-	-	-	57	1	56
<b>Capital Maintenance - Stow Heath Primary - replacement roof</b> Project is for emergency works due to the leaking roof.	17	-	-	-	-	17	-	17
<b>Capital Maintenance - Goldthorne Park Primary - replacement roof covering</b> Project is for emergency works due to the leaking roof.	20	-	-	-	-	20	-	20
<b>Capital Maintenance - Christ Church, Church of England Infant and Nursery - roof covering to link</b> Project is for emergency works due to the leaking roof.	30	-	-	-	-	30	-	30
<b>Capital Maintenance - Wilkinson Primary - replacement entrance doors</b> Project is for emergency works, rectification of ongoing issue relating to entrance doors.	8	-	-	-	-	8	-	8
<b>Capital Maintenance - Woodthorne Primary - installation of security gates</b> Project is for emergency works due to the security / safety issues.	35	-	-	-	-	35	-	35
<b>Capital Maintenance - Wodensfield Primary - replacement of internal walls, ceilings and floor coverings</b> Emergency works required in conjunction with electrical works due to asbestos in walls and resulting contamination to floor / ceiling frame.	150	-	-	-	-	150	146	4
<b>Capital Maintenance - Bilston Church of England Primary - perimeter fencing</b> Project is for emergency works due to the security issue to perimeter following playing field alterations.	20	-	-	-	-	20	-	20
<b>Primary School Expansion Programme - Loxdale Primary</b> Approval is sought to a capital budget allocation towards this proposed project. Details of the project are presented in the 'School Expansion Schemes' report also on the agenda for this Cabinet meeting.	192	7,608	-	-	-	7,800	7,800	-
<b>Primary School Expansion Programme - Spring Vale Primary</b> Approval is sought to a capital budget allocation towards this proposed project. Details of the project are presented in the 'School Expansion Schemes' report also on the agenda for this Cabinet meeting.	197	4,803	-	-	-	5,000	5,000	-
<b>Primary School Expansion Programme - Stowlawn Primary</b> Approval is sought to a capital budget allocation towards this proposed project. Details of the project are presented in the 'School Expansion Schemes' report also on the agenda for this Cabinet meeting.	156	4,144	-	-	-	4,300	4,300	-

## Projects requiring approval

## APPENDIX B

New projects created from existing resources - virements	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	Total	Internal resources	External resources
A full set of virements can be found in Appendix C	£000	£000	£000	£000	£000	£000	£000	£000
<b>Corporate Asset Management - Action 4 Independence - boiler replacement</b> New project is proposed within the workstreams of the Corporate Asset Management programme, the costs of which are met within existing Asset Management budget allocations by way of virements as a result of a reprioritisation of works.	10	-	-	-	-	10	10	-
<b>Corporate Asset Management - Maltings Day Centre - boiler replacement</b> New project is proposed within the workstreams of the Corporate Asset Management programme, the costs of which are met within existing Asset Management budget allocations by way of virements as a result of a reprioritisation of works.	40	-	-	-	-	40	40	-
<b>Corporate Asset Management - Victoria Building - install two new Building Management System enclosures</b> New project is proposed within the workstreams of the Corporate Asset Management programme, the costs of which are met within existing Asset Management budget allocations by way of virements as a result of a reprioritisation of works.	17	-	-	-	-	17	17	-
<b>Corporate Asset Management - Tettenhall Institute - external refurbishment</b> New project is proposed within the workstreams of the Corporate Asset Management programme, the costs of which are met within existing Asset Management budget allocations by way of virements as a result of a reprioritisation of works.	15	-	-	-	-	15	15	-
<b>Corporate Asset Management - Windsor Avenue Changing Rooms - internal refurbishment</b> New project is proposed within the workstreams of the Corporate Asset Management programme, the costs of which are met within existing Asset Management budget allocations by way of virements as a result of a reprioritisation of works.	15	-	-	-	-	15	15	-
<b>Corporate Asset Management - Fowlers Playing Fields - external refurbishment</b> New project is proposed within the workstreams of the Corporate Asset Management programme, the costs of which are met within existing Asset Management budget allocations by way of virements as a result of a reprioritisation of works.	13	-	-	-	-	13	13	-
<b>Blue Network - Smestow Valley LNR</b> A new project is required for the environmental site improvements.	-	205	-	-	-	205	205	-
<b>Local Growth Funding (LGF) Feasibility - Royal Wolverhampton (Public Realm works)</b> Project is required for the master planning work to design public realm connecting the housing sites around the Royal across the ring road into the city centre.	50	-	-	-	-	50	-	50
<b>LGF Funding Feasibility - Cable Street</b> Project is required for the feasibility work to bring forward this site for new employment uses as part of the Industrial Sites Strategy.	30	-	-	-	-	30	-	30
<b>LGF Feasibility - Bilston Urban Village - East</b> Project is required for the feasibility work to bring forward this site for new employment uses as part of the Industrial Sites Strategy.	6	-	-	-	-	6	-	6
<b>LGF Feasibility - i54 Western Extension</b> Project is required for the feasibility work to bring forward this site for new employment uses as part of the Industrial Sites Strategy.	20	-	-	-	-	20	-	20
<b>South Side - Burdett House demolition</b> Demolition project required to remove dilapidated Council stock where tenants have recently vacated and requirements to bring the building up to a lettable standard.	225	-	-	-	-	225	225	-
<b>Subtotal expenditure</b>	<b>1,598</b>	<b>16,760</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,358</b>	<b>17,787</b>	<b>571</b>
<b>Financing</b>								
Internal resources	1,027	16,760	-	-	-	17,787	17,787	-
External resources	571	-	-	-	-	571	-	571
<b>Subtotal financing</b>	<b>1,598</b>	<b>16,760</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,358</b>	<b>17,787</b>	<b>571</b>



## Projects requiring approval

## APPENDIX B

New projects created from additional resources	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	Total	Internal resources	External resources
	£000	£000	£000	£000	£000	£000	£000	£000
<b>General Fund</b>								
<b>Accessing Growth Fund - Springfield Campus Connectivity - Phase 2</b> Approval to a project, wholly funded by an external grant under the Accessing Growth programme of works is sought. This is in anticipation of positive grant offer letter in order to allow work to progress in a timely manner to achieve agreed project milestones.	-	550	-	-	-	550	-	550
<b>Accessing Growth Fund - Westside Link - development funding</b> Approval to a project, wholly funded by an external grant under the Accessing Growth programme of works is sought. This is in anticipation of positive grant offer letter in order to allow work to progress in a timely manner to achieve agreed project milestones.	55	100	-	-	-	155	-	155
<b>Accessing Growth Fund - City North Gateway, Phase 1 Stafford Road A449</b> Approval to a project, wholly funded by an external grant under the Accessing Growth programme of works is sought. This is in anticipation of positive grant offer letter in order to allow work to progress in a timely manner to achieve agreed project milestones.	2,368	4,003	-	-	-	6,371	-	6,371
<b>Accessing Growth Fund - City North (A449) &amp; City East Gateway (A454) - Major Scheme Development</b> Approval to a project, wholly funded by an external grant under the Accessing Growth programme of works is sought. This is in anticipation of positive grant offer letter in order to allow work to progress in a timely manner to achieve agreed project milestones.	20	220	-	-	-	240	-	240
<b>Blue Network - Smestow Valley LNR</b> A new project is required for environmental site improvements.	-	291	-	-	-	291	-	291
<b>Blue Network - Wyrley &amp; Essington Canal Proposed LNR</b> A new project is required for environmental site improvements.	46	60	-	-	-	106	-	106
<b>Blue Network - Ford Brook via Environment Agency</b> A new project is required for environmental site improvements.	14	24	-	-	-	38	-	38
<b>Blue Network - Reedswood Park/Anson Branch Improvements via Walsall MBC</b> A new project is required for environmental site improvements.	22	44	-	-	-	66	-	66
<b>Blue Network - Bradley Canal via Canals &amp; River Trust</b> A new project is required for environmental site improvements.	80	-	-	-	-	80	-	80
<b>Safety Programme - Traffic Calming to Glaisher Drive, Science Park</b> Approval is sought to the inclusion of a new traffic calming project on Glaisher Drive, Science Park. These works are to be carried out on behalf of Wolverhampton University and funded by way of a contribution from the University, covering fully all associated costs incurred.	70	-	-	-	-	70	-	70
<b>Subtotal expenditure</b>	<b>2,675</b>	<b>5,292</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,967</b>	<b>-</b>	<b>7,967</b>
<b>Financing</b>								
Internal resources	-	-	-	-	-	-	-	-
External resources	2,675	5,292	-	-	-	7,967	-	7,967
<b>Subtotal financing</b>	<b>2,675</b>	<b>5,292</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,967</b>	<b>-</b>	<b>7,967</b>
<b>Grand total General Fund expenditure</b>	<b>4,273</b>	<b>22,052</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,325</b>	<b>17,787</b>	<b>8,538</b>
<b>Financing</b>								
Internal resources	1,027	16,760	-	-	-	17,787	17,787	-
External resources	3,246	5,292	-	-	-	8,538	-	8,538
<b>Grand total financing</b>	<b>4,273</b>	<b>22,052</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,325</b>	<b>17,787</b>	<b>8,538</b>

## Projects requiring approval

## APPENDIX B

New projects created from existing resources - virements	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	Total	Internal resources	External resources
A full set of virements can be found in Appendix C	£000	£000	£000	£000	£000	£000	£000	£000
<b>Housing Revenue Account</b>								
<b>New Build Medium Sites</b>	-	500	3,000	1,300	-	<b>4,800</b>	4,800	-
Approval is sought for a new HRA Medium Sites that are identified for development fully funded through virement from the provision set aside for this purpose.						-		
	-	500	3,000	1,300	-	<b>4,800</b>	<b>4,800</b>	-
<b>Financing</b>								
Internal resources	-	500	3,000	1,300	-	<b>4,800</b>	4,800	-
External resources	-	-	-	-	-	-	-	-
	-	500	3,000	1,300	-	<b>4,800</b>	<b>4,800</b>	-

## Virements for approval

## APPENDIX C

Directorate	Capital project	Virement			Comments
		Existing project £000	Existing project £000	New project £000	
<b>Re-allocation virements to new projects</b>					
Corporate	Primary School Expansion Programme:				
Corporate	Provision for future programmes	(17,100)	-	-	Virements are proposed in accordance with the report 'School Expansion Schemes' presented to Cabinet also on the agenda.
Corporate	Loxdale Primary Phase 4	-	-	7,800	
Corporate	Spring Vale Primary Phase 4	-	-	5,000	
Corporate	Stowfawn Primary Phase 4	-	-	4,300	
Corporate	Capital Maintenance - asbestos removal:				
Corporate	Provision for future programmes	(75)	-	-	Virements are proposed to support these new projects.
Corporate	Christ Church, Church of England Infant and Nursery	-	-	30	
Corporate	St Andrew's Church of England Primary	-	-	16	
Corporate	Woodfield Junior	-	-	14	
Corporate	Stow Heath Primary	-	-	9	
Corporate	Westacre Infants	-	-	6	
Corporate	Uncommitted Balance of Capital Maintenance (Provision for future programmes)	(170)	-	-	For emergency works
Corporate	Capital Maintenance - Structural Works:				
Corporate	Provision for future programmes	(43)	-	-	For emergency works
Corporate	Wodensfield Primary - replacement of internal walls, ceilings and floor coverings	-	-	150	Emergency works required in conjunction with electrical works due to asbestos in walls and resulting contamination to floor / ceiling frame
Corporate	Woodthorne Primary - installation of security gates	-	-	35	Emergency works, security / safety issues
Corporate	Bilston Church of England Primary - perimeter fencing	-	-	20	Emergency works, security issue to perimeter following playing field alterations
Corporate	Wilkinson Primary - replacement entrance doors	-	-	8	Emergency works, rectification of ongoing issue relating to entrance doors
Corporate	Capital Maintenance - Roof/Ceilings Replacements:				
Corporate	Provision for future programmes	(67)	-	-	For emergency works
Corporate	Christ Church, Church of England Infant and Nursery - roof covering to link	-	-	30	
Corporate	Goldthorne Park Primary - replacement roof covering	-	-	20	Emergency works, leaking roof
Corporate	Stow Heath Primary - replacement roof Adj Delivery Yard	-	-	17	
Corporate	Capital Maintenance - Heating Pipework Upgrades (boilers):				
Corporate	Provision for future programmes	(56)	-	-	Used to fund variances in budget as below
Corporate	Springdale Junior	-	-	71	
Corporate	Capital Maintenance - Roof/Ceilings Replacements:				
Corporate	Provision for future programmes	(15)	-	-	For emergency works
Place	LGF Feasibility:				
Place	Provision for future programmes	(50)	-	-	Virement is proposed to reflect reallocation of resources to the pipeline project.
Place	Royal Wolverhampton (Public Realm works)	-	-	50	
<b>Re-allocation virements to existing projects</b>					
Corporate	Capital Maintenance - asbestos removal:				
Corporate	Provision for future programmes	(25)	-	-	
Corporate	Wodensfield Primary School	-	25	-	
Corporate	Capital Maintenance - Rewiring / Electrical works (Planned maintenance):				
Corporate	Provision for future programmes	(26)	-	-	For emergency works
Corporate	Stow Heath Primary - electrical remedial works following periodic inspection	-	18	-	
Corporate	D'Eyncourt Primary - electrical remedial works following periodic inspection	-	8	-	
Corporate	Capital Maintenance - Heating Pipework Upgrades (boilers):				
Corporate	Provision for future programmes	(9)	-	-	Used to fund variances in budget as below
Corporate	Christ Church, Church of England Infant and Nursery	-	2	-	
Corporate	Penn Hall School	-	5	-	Quotation came in over original budget figure
Corporate	St Albari's Church of England Primary School	-	2	-	
Corporate	Uncommitted Balance of Capital Maintenance (Provision for future programmes)	(12)	-	-	For emergency works
Corporate	Merridale Primary - electrical remedial works following periodic inspection	-	10	-	Additional work identified as required to complete project
Corporate	Rakegate Primary – renew 6 no. aluminium fire exit doors to classrooms	-	2	-	Additional doors required from those originally specified
<b>Project to project virements</b>					
Corporate	ICTS - General Programme	(151)	-	-	A virement is proposed to reflect reallocation of resources across the ICTS programme. The constantly changing and complex IT environment poses significant challenges and leads to a constant rescheduling of works.
Corporate	ICTS - Disaster Recovery	(95)	-	-	
Corporate	ICTS - Desktop Refresh	-	246	-	
Corporate	Capital Maintenance - asbestos removal:				
Corporate	Villiers Primary	(9)	-	-	Quotation came in under budget figure
Corporate	Moreton School	(8)	-	-	Quotation came in under budget figure
Corporate	Woodthorne Primary	(2)	-	-	Final costs came in under quotation figure
Corporate	Wodensfield Primary School	-	19	-	

## Virements for approval

## APPENDIX C

Directorate	Capital project	Virement			Comments
		Existing project £000	Existing project £000	New project £000	
Corporate	Primary School Expansion Programme:				
Corporate	Lanesfield Primary	(261)	-	-	
Corporate	Fallings Park Primary	(165)	-	-	
Corporate	Trinity Church of England Primary	(129)	-	-	
Corporate	Loxdale Primary	(37)	-	-	Final costs projected to be lower than original budget figure.
Corporate	St Martin's Primary	(36)	-	-	
Corporate	Bilston Primary School Phase 3	(32)	-	-	
Corporate	Westacre Infant School	(6)	-	-	Final costs lower than original budget figure - project is now completed.
Corporate	Provision for future programmes	-	258	-	
Corporate	Contingency	-	176	-	
Corporate	St Mary's Catholic Primary	-	146	-	
Corporate	Eastfield Primary Phase 2	-	35	-	Any remaining funding proposed to use towards next phase of Primary Expansion Programme.
Corporate	West Park Primary	-	30	-	
Corporate	Holy Trinity Catholic Primary School	-	20	-	
Corporate	Bushbury Hill Primary School	-	1	-	
Corporate	Capital Maintenance - window upgrade:				
Corporate	Claregate Primary	(6)	-	-	
Corporate	Woodthorne Primary	(4)	-	-	Final costs came in under quotation figure
Corporate	Broadmeadow Nursery	(2)	-	-	
Corporate	Merridale Primary	(2)	-	-	
Corporate	Provision for future programmes	-	14	-	For emergency works
Corporate	Capital Maintenance - Structural Works:				
Corporate	D'Eyncourt Primary – refurbishment to school kitchen	(10)	-	-	Quotation came in under original budget figure
Corporate	Woodfield Junior - drainage work	(5)	-	-	Quotation came in under original budget figure
Corporate	Westacre Infants – remove thermoplastic floor tiles and replace with carpet	(5)	-	-	Work came in under budget due to contribution from asbestos removal budget
Corporate	Whitgreave Infants - rebuild retaining wall	(2)	-	-	Final fees lower than originally budgeted - project now complete.
Corporate	Kingston Centre - lift refurbishment	(2)	-	-	Final account lower than originally budgeted - project now complete
Corporate	Loxdale Primary – provision of fire shutter to servery	(2)	-	-	Quotation came in under original budget figure
Corporate	Capital Maintenance - Rewiring / Electrical works (Planned maintenance):				
Corporate	Graiseley Primary - emergency lighting	(24)	-	-	Work carried out as part of previous phase of works
Corporate	Wodensfield Primary (Infants site) - electrical remedial works following periodic inspection	(16)	-	-	Quotation came in under original budget figure
Corporate	Goldthorn Park Primary - electrical remedial works	(1)	-	-	
Corporate	Spring Vale Primary - electrical remedial works	(1)	-	-	
Corporate	West Park Primary - electrical remedial works	(1)	-	-	Final costs came in under quotation figure
Corporate	Grove Primary - electrical remedial works	(1)	-	-	
Corporate	Whitgreave Infants - electrical remedial works following periodic inspection	(1)	-	-	
Corporate	Uplands Junior - electrical remedial works following periodic inspection	-	17	-	
Corporate	St Alban's Church of England Primary - electrical remedial works following periodic inspection	-	15	-	
Corporate	St Andrew's Primary - electrical remedial works	-	10	-	
Corporate	Christ Church, Church of England Infant and Nursery - electrical remedial works following periodic inspection	-	7	-	Quotation came in over original budget figure
Corporate	Universal Infant Free School Meals - Bantock	-	22	-	Unexpected charges for rectification of design issues
Corporate	Capital Maintenance - Heating Pipework Upgrades (boilers):				
Corporate	Woodthorne Primary (Infant)	(95)	-	-	
Corporate	Springdale Junior	-	-	129	
Corporate	Warstones Primary	-	-	57	
Corporate	Capital Maintenance - Development Plans	(45)	-	-	For emergency works
Corporate	Capital Maintenance - Roof/Ceilings Replacements:				
Corporate	Repair to Moreton pitched roofs	(16)	-	-	
Corporate	Springdale Junior – replacement roof covering (Roof D or E)	(9)	-	-	Quotation came in under original budget figure
Corporate	D'Eyncourt Primary – replacement roof covering to corridor and toilets	(5)	-	-	Quotation came in under original budget figure
Corporate	Bilston Nursery - replacement roof tiles	(3)	-	-	
Corporate	D'Eyncourt Primary - replacement roof covering	(3)	-	-	
Corporate	St Thomas Church of England - replacement roof covering	(3)	-	-	
Corporate	Wodensfield Primary - replacement ceiling	(3)	-	-	Final costs came in under quotation figure
Corporate	Stow Heath Primary - replacement roof to Nursery	(2)	-	-	
Corporate	Whitgreave Junior - replacement roof covering Phase 3	(2)	-	-	
Corporate	Capital Maintenance - Heating Pipework Upgrades (boilers):				
Corporate	Oxley Primary	(3)	-	-	Final costs came in under quotation figure
Corporate	Christ Church, Church of England Infant and Nursery	-	3	-	

## Virements for approval

## APPENDIX C

Directorate	Capital project	Virement			Comments
		Existing project £000	Existing project £000	New project £000	
Corporate	Capital Maintenance - Roof/Ceilings Replacements:				
Corporate	Christ Church CE Jr - replacement roof covering	(5)	-	-	Final costs came in under quotation figure
Corporate	Merridale Primary - replacement ceiling to lobby	(1)	-	-	
Corporate	D'Eyncourt Primary – replacement roof covering to years 3, 4, 5 and 6	-	5	-	
Corporate	Wodensfield Primary – replacement roof to caretakers house	-	1	-	Quotation came in over original budget figure
Corporate	Contingency for emergency works:				
Corporate	Wood End Primary	(7)	-	-	
Corporate	New Park	(3)	-	-	Extra works for asbestos removal came in under budget
Corporate	Provision for future programmes	-	10	-	For emergency works
People	Learning Disability - Provision for future programmes	(19)	-	-	A virement is proposed from the Learning Disability provision for
People	Upgrade disability access/usage - Brickkiln Centre	-	12	-	future programmes to fund further build cost in relation to the
People	Upgrade disability access/usage - Neil Dougherty Centre	-	7	-	Brickkiln Community and Neil Dougherty Centres.
Place	Security Enhancement works	(152)	-	-	Proposed virement to Corporate Contingency reflecting reduced
Corporate	Corporate Contingency	-	152	-	budget requirement as a result of two projects no longer being
Place	Maintenance of classified roads	(428)	-	-	progressed.
Place	Highways structures (bridges, subways, retaining walls)	(78)	-	-	Virements are proposed to reflect reallocation of resources
Place	Highways improvement programme	(73)	-	-	across projects within the transportation capital programme to
Place	Maintenance of unclassified roads	(27)	-	-	align to current prioritisations an experienced increased costs in
Place	Non Highways structures	(21)	-	-	relation to works at Pinfold Bridge.
Place	Accessing Growth Fund	-	627	-	
Place	LGF Feasibility:				
Place	East Park Gateway	(41)	-	-	
Place	Westside Link	(20)	-	-	
Place	Interchange Commercial Phases - i9 Development	(10)	-	-	Virements are proposed to reflect reallocation of resources to the
Place	Canalside Regeneration	-	15	-	pipeline projects.
Place	Cable Street	-	-	30	
Place	i54 Western Extension	-	-	20	
Place	Bilston Urban Village - East	-	-	6	
Corporate	Corporate Contingency	(17)	-	-	
Place	Southside:				
Place	1-5 Bell Street demolition	(76)	-	-	
Place	Burdett House refurbishment	(50)	-	-	
Place	50/51 Snow Hill Demolition	(44)	-	-	Virements are proposed to reflect the reallocation of resources
Place	Ecology survey 20/21 Cleveland Street	(18)	-	-	within the programme to bring forward Burdett House demolition
Place	Demolition of 42-50 Snow Hill	(10)	-	-	scheme.
Place	Acquisition of 1-5 Bell Street	(5)	-	-	
Place	Acquisition of 50-51 Snow Hill	(4)	-	-	
Place	1-2 Worcester Street refurbishment	(1)	-	-	
Place	Burdett House demolition	-	-	225	
Corporate	Corporate Contingency	(100)	-	-	
Place	Corporate Asset Management:				
Place	Asbestos Removal	(59)	-	-	
Place	Structural maintenance of paths/car parks	(53)	-	-	
Place	Planned Enhancements	(27)	-	-	
Place	Provision for future programmes	(24)	-	-	
Place	Boiler/heating replacements	(52)	-	-	
Place	Internal/external renovation/refurbishment/restoration	-	95	-	Virements are proposed to reflect reallocation of resources
Place	Statutory Compliance Measures	-	42	-	across the projects within the Corporate Asset Management
Place	Re-wiring and upgrading of electrical systems	-	58	-	programme. Regular rescheduling of works is required within this
Place	Windows/doors replacement	-	6	-	programme to ensure that current corporate priorities are met
Place	Roof/insulation replacement	-	4	-	and reflected. A virement from Corporate Contingency is also
Place	Matings Day Centre - boiler replacement	-	-	40	proposed in order to accommodate works to the Georgian Room
Place	Victoria Building - install two new Building Management	-	-	17	at the Art Gallery.
Place	System enclosures	-	-	15	
Place	Tettenhall Institute - external refurbishment	-	-	15	
Place	Windsor Avenue Changing Rooms - internal	-	-	15	
Place	refurbishment	-	-	13	
Place	Fowlers Playing Fields - external refurbishment	-	-	10	
Place	Action 4 Independence - boiler replacement	-	-	-	
Place	Disposals Programme (Non-Strategic)	(205)	-	-	A virement is proposed to support new project.
Place	Blue Network - Smestow Valley LNR	-	-	205	
<b>Total General Fund</b>		<b>(20,483)</b>	<b>2,125</b>	<b>18,358</b>	

## Virements for approval

## APPENDIX C

Directorate	Capital project	Virement			Comments
		Existing project £000	Existing project £000	New project £000	
<b>Housing Revenue Account</b>					
HRA	Merridale Court	(514)	-	-	The budget saving on Merridale Court is being transferred to fund additional spend required on other projects including additional groundwork, security costs and strategic preliminaries on the new build infill projects.
HRA	New Build infill schemes Phase 2	-	435	-	
HRA	Roofing refurbishment	-	59	-	
HRA	Sustainable Estates	-	20	-	
HRA	Contingency	(9,332)	-	-	Virements are required from the Contingency provision for HRA programmes to fund additional remedial fire safety work following the Grenfell Tower fire and accelerate the renewal of high rise infrastructure from 10 to 5 years to run concurrently with the fire safety programme. Roofing refurbishment works scheduled for future years in the 30 year business plan where roofs are in a poor condition requiring frequent repair are being brought forward.
HRA	Fire Safety Improvements	-	4,488	-	
HRA	Decent Homes Stock Improvements	-	2,586	-	
HRA	Roofing refurbishment programme	-	2,258	-	
HRA	New Build Provision for Future Programmes	(4,800)	-	-	Three HRA medium sites have been identified for development and can be funded from the provision set aside for this purpose.
HRA	New Build Medium Sites	-	-	4,800	
<b>Total HRA</b>		<b>(14,646)</b>	<b>9,846</b>	<b>4,800</b>	
<b>Grand total</b>		<b>(35,129)</b>	<b>11,971</b>	<b>23,158</b>	

## Virements to note

Directorate	Capital project	Existing project £000	Existing project £000	Comments
Corporate	Capital Maintenance - roof/ceilings replacements - Children's Transformation - Eastfield	(100)	-	Virement approved in accordance with the delegated authority to the Section 151 Officer to action in-year virements of budget where the virement reflects a transfer of management responsibility.
People	Children's Transformation - Eastfield	-	100	
People	Children's Transformation - Eastfield	(24)	-	Virement approved in accordance with the delegated authority to Budget Managers. This is to cover additional costs associated with the Bingley and Whitmore Reans projects.
People	Terrific Two's - Children's Village	(20)	-	
People	Children's Transformation - Bingley	-	28	
People	Children's Transformation - Whitmore Reans	-	16	
<b>Total</b>		<b>(144)</b>	<b>144</b>	

## Schedule of works – Corporate

## APPENDIX D1

ICT capital programme	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
<b>Main programme:</b>						
Provision for Future Developments	8	-	-	-	-	8
Emergency Projects	75	-	-	-	-	75
Security Enhancement						
Penetration Testing and IT Health Check	23	13	-	-	-	36
Internal Security Testing Tools	10	-	-	-	-	10
	<b>33</b>	<b>13</b>				<b>46</b>
Refresh						
Microsoft Enterprise Agreement (Core)	823	810	-	-	-	1,633
Microsoft Enterprise Agreement (Dynamics/servers)	250	90	-	-	-	340
Microsoft Azure Commitment	100	-	-	-	-	100
	<b>1,173</b>	<b>900</b>				<b>2,073</b>
Storage Refresh						
Increase Storage Capacity	90	30	-	-	-	120
Upgrade / Replace Filers	130	-	-	-	-	130
	<b>220</b>	<b>30</b>				<b>250</b>
Upgrades						
Replace / Upgrade Firewalls	-	50	-	-	-	50
Active Directory upgrade	10	-	-	-	-	10
	<b>10</b>	<b>50</b>				<b>60</b>
Infrastructure Upgrades						
Telephony Improvement	50	-	-	-	-	50
Core network infrastructure upgrade	-	21	-	-	-	21
Network Hardware Refresh	57	20	-	-	-	77
Expand production Virtual Machine environment and production Demilitarised Zone environment	30	-	-	-	-	30
System Centre Configuration Manager / System Centre Operations Manager	5	-	-	-	-	5
Resilient Express Route installation	20	-	-	-	-	20
Just in Time Development	300	-	-	-	-	300
Expand Secondary Data Centre Virtual Server Farm	5	30	-	-	-	35
Civic Centre Infrastructure Upgrade	230	-	-	-	-	230
Replace/Upgrade System Centre Appliance	40	-	-	-	-	40
Unified Communications	100	-	-	-	-	100
Project resource to support agile working	90	-	-	-	-	90
Civic Centre Wireless Upgrade	20	-	-	-	-	20
Large format printer	20	-	-	-	-	20
Additional digital signage equipment	300	-	-	-	-	300
Auditing Tools and Log Management Solution	10	-	-	-	-	10
Telephony Refresh	10	10	-	-	-	20
	<b>1,287</b>	<b>81</b>				<b>1,368</b>
Data Centres						
Additional Data Cabinets	2	2	2	-	-	6
Air conditioning	20	-	-	-	-	20
Data centre decommission and deep clean	5	-	5	-	-	10
Replace Uninterruptable Power Supply Batteries	5	15	-	-	-	20
Uninterruptable Power Supply Direct Current & Alternating Current Capacitor Replacement	15	-	5	-	-	20
	<b>47</b>	<b>17</b>	<b>12</b>			<b>76</b>
<b>Main programme total</b>	<b>2,853</b>	<b>1,091</b>	<b>12</b>			<b>3,956</b>
<b>Desktop Refresh</b>	<b>1,018</b>					<b>1,018</b>
<b>Disaster Recovery</b>	<b>5</b>					<b>5</b>
<b>Service Led ICTS Projects</b>						
Migrate Care First to Eclipse	450	233	-	-	-	683
WV Active Kiosk	36	-	-	-	-	36
Council Chamber / Mayoral Parlour refurbishment	50	-	-	-	-	50
	<b>536</b>	<b>233</b>				<b>769</b>
<b>Total ICT capital programme</b>	<b>4,412</b>	<b>1,324</b>	<b>12</b>			<b>5,748</b>

## Schedule of works – Corporate

## APPENDIX D1

Building Schools for the Future programme	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
<b>Sample:</b>						
The Kings School	65	-	-	-	-	65
<b>Phase 2:</b>						
Our Lady & St Chads	31	-	-	-	-	31
<b>Phase 3:</b>						
Westcroft	49	-	-	-	-	49
Heath Park Arts Block	54	-	-	-	-	54
<b>VAT Adjustments:</b>						
St Edmund's	19	-	-	-	-	19
Our Lady and St Chad Catholic Academy	7	-	-	-	-	7
<b>BSF - ICTS Infrastructure Schemes:</b>						
Infrastructure Abnormals	885	-	-	-	-	885
<b>Total BSF capital programme</b>	<b>1,110</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,110</b>

Primary School Expansion Programme	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
<b>Phase 1 &amp; 2</b>						
Dunstall Hill Primary	1,491	100	-	-	-	1,591
Fallings Park Primary	50	-	-	-	-	50
Trinity Church of England Primary	100	-	-	-	-	100
Eastfield Primary	35	-	-	-	-	35
	<b>1,676</b>	<b>100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,776</b>
<b>Phase 3</b>						
Bilston Primary	70	-	-	-	-	70
Manor Primary	54	-	-	-	-	54
St Martin's Primary	70	-	-	-	-	70
St Mary's Roman Catholic Primary	550	50	-	-	-	600
St Bartholomews Church of England Primary	31	-	-	-	-	31
Lanesfield Primary	60	-	-	-	-	60
Villiers Primary	30	15	-	-	-	45
West Park Primary	30	-	-	-	-	30
Holy Trinity Catholic Primary School	20	-	-	-	-	20
Bushbury Hill Primary	1	-	-	-	-	1
Future expansion programmes	-	21,313	-	-	-	21,313
	<b>916</b>	<b>21,378</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,294</b>
<b>Contingency</b>	<b>1,628</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,628</b>
<b>Total Primary School Expansion capital programme</b>	<b>4,220</b>	<b>21,478</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,698</b>



## Schedule of works – Corporate

## APPENDIX D1

Schools Capital Maintenance	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
<b>Boiler upgrades/replacement pipework/heaters:</b>						
Bantock Primary - re-pipe heating	17	-	-	-	-	17
Spring Vale Primary - replacement heating system pipework	61	-	-	-	-	61
Braybrook Centre - boiler replacement	8	-	-	-	-	8
Woodthorne Primary (Infant) – replacement heat and hot cold water pipework	105	-	-	-	-	105
Christ Church, Church of England Junior – replacement boiler and heating panel	80	-	-	-	-	80
Penn Hall – replacement controls to main boiler house	40	-	-	-	-	40
Claregate Primary – replacement heating to main school	170	-	-	-	-	170
Fallings Park Primary – replacement pipework and radiators to KS2	150	-	-	-	-	150
St Alban's CE Primary – new mains cold water supply	17	-	-	-	-	17
Springdale Junior - replacement heating pipework	200	-	-	-	-	200
Warstones Primary - replacement boiler	57	-	-	-	-	57
	905	-	-	-	-	905
<b>Roof replacements and ceilings:</b>						
Bilston Nursery - replacement tiles to roof phase 2	120	-	-	-	-	120
Stow Heath Primary - replacement roof to Nursery	1	-	-	-	-	1
Whitgreave Junior – replacement roof covering (roof C and D)	48	-	-	-	-	48
Wodensfield Primary – replacement roof to caretakers house	16	-	-	-	-	16
Springdale Junior – replacement roof covering (roof D or E)	53	-	-	-	-	53
D'Eyncourt Primary – replacement roof covering to years 3, 4, 5 and 6	55	-	-	-	-	55
D'Eyncourt Primary – replacement roof covering to corridor and toilets	20	-	-	-	-	20
Stow Heath Primary - replacement roof adj delivery yard	17	-	-	-	-	17
Goldthorne Park Primary - replacement roof covering	20	-	-	-	-	20
Christ Church, Church of England Infant and Nursery - roof covering to link	30	-	-	-	-	30
Provision for future programmes	34	-	-	-	-	34
	414	-	-	-	-	414
<b>Window upgrade:</b>						
Hill Avenue Primary - replacement class room windows	30	-	-	-	-	30
Provision for future programmes	46	-	-	-	-	46
	76	-	-	-	-	76
<b>Asbestos removal:</b>						
Wodensfield Primary	45	-	-	-	-	45
Colton Hills Primary	15	-	-	-	-	15
St Andrews Church of England Primary	16	-	-	-	-	16
Stow Heath Primary	9	-	-	-	-	9
Woodfield Junior	14	-	-	-	-	14
Christ Church, Church of England Infant and Nursery	30	-	-	-	-	30
Westacre Infants	6	-	-	-	-	6
Provision for future schemes	4	-	-	-	-	4
	139	-	-	-	-	139
<b>Contribution to New Build schemes:</b>						
Wilkinson Primary	16	-	-	-	-	16
	16	-	-	-	-	16
<b>Contingency for emergency works</b>						
Provision for future programmes	450	-	-	-	-	450
	450	-	-	-	-	450

## Schedule of works – Corporate

## APPENDIX D1

Schools Capital Maintenance (continued)	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
<b>Rewiring and electrical upgrades (Planned Maintenance):</b>						
St Andrew's Primary - electrical remedial works	34	-	-	-	-	34
Christ Church CE Infants - electrical remedial works following periodic inspection	47	-	-	-	-	47
D'Eyncourt Primary - electrical remedial works following periodic inspection	68	-	-	-	-	68
Eastfield Primary – electrical remedial works following periodic inspection	-	20	-	-	-	20
Eastfield Nursery - electrical remedial works following periodic inspection	35	-	-	-	-	35
Merridale Primary - electrical remedial works following periodic inspection	75	-	-	-	-	75
St Alban's CE Primary - electrical remedial works following periodic inspection	77	-	-	-	-	77
Stow Heath Primary - electrical remedial works following periodic inspection	48	-	-	-	-	48
Uplands Junior - electrical remedial works following periodic inspection	80	-	-	-	-	80
Whitgreave Infants - electrical remedial works following periodic inspection	-	50	-	-	-	50
Wodensfield Primary (Infants site) - electrical remedial works following periodic inspection	50	-	-	-	-	50
Wodensfield Primary (Junior site) - electrical remedial works following periodic inspection	60	-	-	-	-	60
	574	70	-	-	-	644
<b>Structural/demolition/external works/security</b>						
Goldthorn Park Primary – replacement floor screeds	2	-	-	-	-	2
Castlecroft Primary - playground resurfacing	4	-	-	-	-	4
D'Eyncourt Primary - resurface car park	30	-	-	-	-	30
Woodfield Junior - drainage work	145	-	-	-	-	145
Graiseley Primary – replacement rainwater goods and fascias	20	-	-	-	-	20
Westacre Infants – remove thermoplastic floor tiles and replace with carpet	16	-	-	-	-	16
Rakegate Primary – renew 6 no. aluminium fire exit doors to classrooms	17	-	-	-	-	17
Loxdale Primary – provision of fire shutter to servery	18	-	-	-	-	18
Uplands Junior – provision of fire shutter to servery	15	-	-	-	-	15
D'Eyncourt Primary – refurbishment to school kitchen	60	-	-	-	-	60
Wilkinson Primary - replacement entrance doors	8	-	-	-	-	8
Woodthorne Primary - installation of security gates	35	-	-	-	-	35
Wodensfield Primary - replacement of internal walls, ceilings and floor coverings	150	-	-	-	-	150
Bilston CE Primary - Perimeter Fencing	20	-	-	-	-	20
	540	-	-	-	-	540
<b>Uncommitted Balance of Capital Maintenance (Provision for future programmes)</b>	1	-	-	-	-	1

## Schedule of works – People

## APPENDIX D2

Sports Investment Strategy	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Sports Investment Strategy						
Barnhurst Land Pitches	500	160	-	-	-	660
Synthetic Pitch at Our Lady & St Chad's School	241	100	-	-	-	341
Bilbrook Football Club	432	-	-	-	-	432
Peace Green sport facilities	192	-	-	-	-	192
Provision for future programmes	-	457	-	-	-	457
Bowling provision	-	102	-	-	-	102
Cricket provision						
New Park	12	-	-	-	-	12
Claregate Playing Fields	12	-	-	-	-	12
Fowlers Park	12	-	-	-	-	12
Newbridge Playing Fields	116	-	-	-	-	116
Kind George V Playing Fields	12	-	-	-	-	12
Goodyears Park	12	-	-	-	-	12
<b>Total Sports Investment Strategy capital programme</b>	<b>1,541</b>	<b>819</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,360</b>

Co-location Programme	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Children's Transformation - Whitmore Reans	178	-	-	-	-	178
Children's Transformation - Bingley	218	-	-	-	-	218
Children's Transformation - Eastfield	156	-	-	-	-	156
<b>Total Co-location capital programme</b>	<b>552</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>552</b>

Children in Need - Aiming High for Disabled Children	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Civic Centre Changing Place toilet facilities	40	-	-	-	-	40
Mander Centre Changing Place toilet facilities	-	26	-	-	-	26
Brickkiln Changing Places toilet facilities	3	-	-	-	-	3
Bentley Bridge Changing Places toilet facilities	20	20	-	-	-	40
Provision for future programmes	-	26	-	-	-	26
<b>Total Children in Need - Aiming High for Disabled Children capital programme</b>	<b>63</b>	<b>72</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>135</b>

Early Education - Two Year Education Pilot	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Terrific Two's - External Grants	3	-	-	-	-	3
Terrific Two's - Children's Village	35	-	-	-	-	35
<b>Total Early Education - Two Year Education Pilot capital programme</b>	<b>38</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>38</b>

## Schedule of works – Place

## APPENDIX D3

Corporate Asset Management Programme	2017-2018 £000	2018-2019 £000	2019-2020 £000	2020-2021 £000	2021-2022 £000	Total £000
<b>Planned Programme of Enhancements</b>						
Grand Theatre - strenghtening of grand circle balustrade	12	-	-	-	-	12
Blakenhall Family Resource Centre - automatic entrance doors	50	-	-	-	-	50
	<b>62</b>	-	-	-	-	<b>62</b>
<b>Statutory compliance measures</b>						
Unit 28/29 Fordhouse Road Industrial Estate - rewiring works	4	-	-	-	-	4
Bantock House - replace platform lift	13	-	-	-	-	13
Rooker Avenue Changing Rooms - demolition	64	-	-	-	-	64
Central Baths - replace, rewire BMS and relocation of AHU plant controls and install defence wall to prevent floods from damaging plant	13	-	-	-	-	13
Fordhouse Road Industrial Estates - electrical and refurbishment works	120	-	-	-	-	120
Landport Rd Industrial Estates - electrical and refurbishment works	12	-	-	-	-	12
Loxdale Street Industrial Estates - electrical and refurbishment works	22	-	-	-	-	22
New Enterprise Centre Industrial Estates - electrical and refurbishment works	41	-	-	-	-	41
East Park Pool - upgrade filtration systems and pipework	34	-	-	-	-	34
Victoria Building - install two new Building Management System enclosures	17	-	-	-	-	17
	<b>340</b>	-	-	-	-	<b>340</b>
<b>Asbestos Removal Programme</b>						
Bushbury Crematorium	2	-	-	-	-	2
Bilston Community Centre	2	-	-	-	-	2
Dunstall Hill Community Centre	3	-	-	-	-	3
Beldray Building	4	-	-	-	-	4
Northwood Park Building	1	-	-	-	-	1
East Park	2	-	-	-	-	2
Lower Bradley Community Centre	17	-	-	-	-	17
West Park	2	-	-	-	-	2
Bilston Library	1	-	-	-	-	1
Stowheath Day Training Centre	1	-	-	-	-	1
Molineux Hotel Building	1	-	-	-	-	1
The Towers Outdoor Centre	2	-	-	-	-	2
Eastfield Community Centre	3	-	-	-	-	3
Provision for future programmes	-	100	-	-	-	100
	<b>41</b>	<b>100</b>	-	-	-	<b>141</b>
<b>Step/ramp entrance improvements</b>						
Bantock House	3	-	-	-	-	3
Graiseley Learning Technology Centre	11	-	-	-	-	11
East Park Library	8	-	-	-	-	8
Warstones Library	8	-	-	-	-	8
	<b>30</b>	-	-	-	-	<b>30</b>
<b>Re-wiring and upgrading of Electrical systems</b>						
Neville Garratt Centre	43	-	-	-	-	43
Maltings Day Centre	31	-	-	-	-	31
Upper Pendeford Farm	15	-	-	-	-	15
Lower Bradley Community Centre	8	-	-	-	-	8
Blakenhall Healthy Living Centre	9	-	-	-	-	9
City 10	8	-	-	-	-	8
Windsor Avenue Changing Rooms	16	-	-	-	-	16
Action 4 Independence	50	-	-	-	-	50
Civic Centre - Electrical Rewire of the 3rd and 4th Floors'	400	-	-	-	-	400
Low Hill Community Centre	9	-	-	-	-	9
Bilston Town Hall	6	-	-	-	-	6
Blakenhall Family Resource Centre	5	-	-	-	-	5
Wolverhampton Art Gallery	55	-	-	-	-	55
Bradley Day Centre	32	-	-	-	-	32
Bantock House	22	-	-	-	-	22
	<b>709</b>	-	-	-	-	<b>709</b>

## Schedule of works – Place

## APPENDIX D3

Corporate Asset Management Programme (continued)	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
<b>Roof/Insulation replacement</b>						
Bantock House	11	-	-	-	-	11
Central Library (Old Hall Street)	3	-	-	-	-	3
Bradley Day Centre	132	-	-	-	-	132
Low Hill Hub	19	-	-	-	-	19
Tettenhall Library	17	-	-	-	-	17
West Park Bowling Club	16	-	-	-	-	16
Lower Bradley Community Centre	75	-	-	-	-	75
	<b>273</b>	-	-	-	-	<b>273</b>
<b>Windows/doors replacement</b>						
Bingley Enterprise	16	-	-	-	-	16
Dunstall Community Centre	5	-	-	-	-	5
Graiseley Learning Technology Centre	11	-	-	-	-	11
Bradmore Recreation Ground	16	-	-	-	-	16
Graiseley Music School	22	-	-	-	-	22
Whitmore Reans Library	28	-	-	-	-	28
	<b>98</b>	-	-	-	-	<b>98</b>
<b>Structural maintenance of paths/car parks</b>						
Merridale Cemetery	21	-	-	-	-	21
Bilston Market	20	-	-	-	-	20
Avion Centre	3	-	-	-	-	3
	<b>44</b>	-	-	-	-	<b>44</b>
<b>Boiler/Heating replacements</b>						
Aldersley Leisure Village	23	-	-	-	-	23
Culwell Street depot	40	-	-	-	-	40
Graiseley Music School	100	-	-	-	-	100
Action 4 Independence	10	-	-	-	-	10
Maltings Day Centre	40	-	-	-	-	40
	<b>213</b>	-	-	-	-	<b>213</b>
<b>Internal/external renovation/refurbishment/restoration</b>						
Bantock House	9	-	-	-	-	9
Wolverhampton Art Gallery	168	-	-	-	-	168
Bradmore Community Centre	2	-	-	-	-	2
East Park Changing rooms - refurbishment	39	-	-	-	-	39
Bradmore Recreation Ground - interior remodelling	33	-	-	-	-	33
Whitmore Reans Community Centre - works to external timber and barge boards	20	-	-	-	-	20
Blakenhall Healthy Living Centre - refurbishment of male showers	20	-	-	-	-	20
Civic Centre - reposition panel board 3	100	-	-	-	-	100
Bert Williams - refurbishment works	13	-	-	-	-	13
Grand Theatre - refurb downstairs toilets	22	-	-	-	-	22
Finchfield Library - internal / external refurbishment works	11	-	-	-	-	11
Penn Library - internal / external refurbishment	11	-	-	-	-	11
Springvale Library - internal / external refurbishment	9	-	-	-	-	9
Warstones Library - internal / external refurbishment	11	-	-	-	-	11
Tettenhall Institute - external refurbishment	15	-	-	-	-	15
Windsor Avenue Changing Rooms - internal refurbishment	15	-	-	-	-	15
Fowlers Playing Fields - external refurbishment	13	-	-	-	-	13
	<b>511</b>	-	-	-	-	<b>511</b>
<b>Provision for future programmes</b>	-	<b>1,594</b>	<b>1,100</b>	<b>1,100</b>	-	<b>3,794</b>
<b>Total Corporate Asset Management capital programme</b>	<b>2,321</b>	<b>1,694</b>	<b>1,100</b>	<b>1,100</b>	-	<b>6,215</b>

## Schedule of works – Place

## APPENDIX D3

Urban Parks Refurbishment Programme	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
All Saints Park	2	-	-	-	-	2
Heath Town Park	-	72	-	-	-	72
Spring Road - (Taylor Road / Hilton PF)	20	36	-	-	-	56
Castlecroft Avenue	76	-	-	-	-	76
Ashmore Park	-	11	-	-	-	11
Fowlers Park	-	200	-	-	-	200
Rakegate - play area	140	79	-	-	-	219
<b>Total Urban Parks Refurbishment capital programme</b>	<b>238</b>	<b>398</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>636</b>

Disposals Programme (Non-strategic)	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Colman Avenue	31	-	-	-	-	31
Woden Resource Centre	105	4	-	-	-	109
Nelson Mandela House Demolition	93	3	-	-	-	96
Merry Hill Demolition	77	3	-	-	-	80
Warstones Demolition	125	4	-	-	-	129
Wolverhampton Environment Centre (WEC)	80	95	-	-	-	175
Northicote School & Bushbury Community Centre	410	410	-	-	-	820
Provision for future programmes	-	126	-	-	-	126
<b>Total Disposals (non-strategic) capital programme</b>	<b>921</b>	<b>645</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,566</b>

Accessing Growth Fund	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Pinfold Bridge, Wednesfield Road	750	-	-	-	-	750
Stafford Road (A449) Corridor / i54 Sprint modelling & development	22	-	-	-	-	22
Willenhall Road (A454) Corridor / Canalside modelling and development	19	-	-	-	-	19
A4123 Birmingham New Road - development funding	129	-	-	-	-	129
Wolverhampton to Willenhall Metro study	150	-	-	-	-	150
Springfield Campus to Interchange Connectivity	27	-	-	-	-	27
Springfield Campus Connectivity - Phase 2	-	550	-	-	-	550
Westside Link - development funding	55	100	-	-	-	155
City North Gateway, Phase 1 Stafford Road A449	2,368	4,003	-	-	-	6,371
City North (A449) & City East Gateway (A454) - Major Scheme Development	20	220	-	-	-	240
<b>Total Accessing Growth Fund capital programme</b>	<b>3,540</b>	<b>4,873</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,413</b>

Southside Programme	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
<b>Demolitions</b>						
42-50 Snow Hill	43	-	-	-	-	43
50-51 Snow Hill	79	-	-	-	-	79
1-5 Bell Street	274	-	-	-	-	274
Burdett House	225	-	-	-	-	225
Market relocation to Southside	4,900	-	-	-	-	4,900
<b>Total Southside capital programme</b>	<b>5,521</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,521</b>

## Schedule of works – Place

## APPENDIX D3

Maintenance of unclassified roads	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Carriageway Surfacing Treatment	667	660	660	660	660	3,307
Brooklands Parade and roads off	53	-	-	-	-	53
Dudley Street Phase 1 and Phase 2	300	-	-	-	-	300
Bushbury Lane (parts)	350	-	-	-	-	350
Woodstock Road / Hurstbourne Cres and roads off	140	-	-	-	-	140
Footway works	133	940	940	-	-	2,013
Waterhead Drive flood defence works	75	-	-	-	-	75
Queen Square (footways)	50	-	-	-	-	50
Woodhouse Road North (carriageways)	50	-	-	-	-	50
Bilston Street (footways)	100	-	-	-	-	100
<b>Total Maintenance of unclassified roads capital programme</b>	<b>1,918</b>	<b>1,600</b>	<b>1,600</b>	<b>660</b>	<b>660</b>	<b>6,438</b>

Non - Highway Structures	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Demolition of 60-60A Willenhall Road on a highway improvement line	54	20	-	-	-	74
32 Hordern Road - steel works, safety fencing and corrosion protection	11	62	-	-	-	73
94 Compton Road - Bridgnorth Road - steel works, safety fencing, masonry, corrosion protection	35	100	-	-	-	135
166 Alpine Way access bridge - corrosion protection	5	-	-	-	-	5
234 Hordern Road footbridge - safety fencing, ramp replacement	20	-	-	-	-	20
273 Lanesfield canal footbridge - concrete works and safety fencing	18	-	-	-	-	18
28 Aldersley Stadium access road - safety fencing	1	-	-	-	-	1
307 Castlecroft Culvert - Masonry and safety fencing	1	-	-	-	-	1
10 Underhill Lane and Cannock Road footbridge - concrete	1	-	-	-	-	1
305 Aldersley Stadium Access Road 4 - parapet / safety fencing	1	-	-	-	-	1
Provision for future programmes	8	-	-	-	-	8
<b>Total Non - Highway Structures capital programme</b>	<b>155</b>	<b>182</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>337</b>

Highway Improvement Programme	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Integrated Transport - Advance Design	80	-	-	-	-	80
UTC - Wireless Communications	50	-	-	-	-	50
Traffic Signs replacement	30	-	-	-	-	30
New Cross area parking management	70	-	-	-	-	70
Ring road & City centre signage	100	-	-	-	-	100
Bus infrastructure improvements	30	-	-	-	-	30
District Parking	-	130	-	-	-	130
Ring Road / Snow Hill traffic signals upgrade	15	-	-	-	-	15
Cannock Road / Raynor Road CCTV	30	-	-	-	-	30
Newhampton Road West / Hunter Street traffic signal upgrade	80	-	-	-	-	80
A4124 traffic signal upgrades (NPIF)	550	-	-	-	-	550
<b>Total Highway Improvement capital programme</b>	<b>1,035</b>	<b>130</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,165</b>

## Schedule of works – Place

## APPENDIX D3

Safety Programme	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Local Safety Schemes - TROs / Signs&Guardrails / Road Markings	100	-	-	-	-	100
Stafford Street pedestrian crossing	108	-	-	-	-	108
Great Hampton Street	20	-	-	-	-	20
Mill Lane	10	-	-	-	-	10
Vehicle actuated speed warning signs	30	-	-	-	-	30
Sun Street guard railing	10	-	-	-	-	10
Wolverhampton Road East and Dudding Road	70	-	-	-	-	70
Traffic Calming to Glaisher Drive, Science Park	70	-	-	-	-	70
Provision for future programmes	20	-	-	-	-	20
<b>Total Safety capital programme</b>	<b>438</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>438</b>

Maintenance of classified roads	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Potholes	174	-	-	-	-	174
Birmingham New Road (Parkfield Road to Spring Road)	540	-	-	-	-	540
Penn Road (Stubbs Road to Coalway Road)	70	-	-	-	-	70
Coalway Road	430	-	-	-	-	430
Ring Road St Johns	110	-	-	-	-	110
Three Tuns Lane	165	-	-	-	-	165
Black Country Route (Coseley Road to Oxford Street)	320	-	-	-	-	320
Chapel Ash to Compton Road	220	-	-	-	-	220
Lower Street	90	-	-	-	-	90
Bilston Road (Ring Road to Cullwick Street)	645	-	-	-	-	645
Neachells Lane / Alfred Squire Road Junction	-	150	-	-	-	150
Stafford Road (Bushbury Lane to Greenwood Road)	40	-	-	-	-	40
Provision for future programmes	26	1,721	1,871	1,000	1,000	5,618
<b>Total Maintenance of classified roads capital programme</b>	<b>2,830</b>	<b>1,871</b>	<b>1,871</b>	<b>1,000</b>	<b>1,000</b>	<b>8,572</b>

Lighting up the City	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Wolverhampton Markets Lighting	60	-	-	-	-	60
Bollards	5	-	-	-	-	5
Queens Square	59	-	-	-	-	59
Dudley Street	30	-	-	-	-	30
Lady Wulfruna Statue	1	-	-	-	-	1
Sainsburys Wishbone Bridge	20	-	-	-	-	20
Interchange Handrail	15	-	-	-	-	15
Civic Halls	20	-	-	-	-	20
Project Management/Technical Support	120	-	-	-	-	120
<b>Total Lighting up the City</b>	<b>330</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>330</b>

LGF Feasibility	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total
	£000	£000	£000	£000	£000	£000
Canalside Regeneration	40	-	-	-	-	40
Interchange Commercial Phases - i9 development	40	-	-	-	-	40
Westside Link	50	-	-	-	-	50
East Park Gateway	14	-	-	-	-	14
Royal Wolverhampton (Public Realm works)	50	-	-	-	-	50
Cable Street	30	-	-	-	-	30
Bilston Urban Village - East	6	-	-	-	-	6
i54 Western Extension	20	-	-	-	-	20
<b>Total LGF Feasibility capital programme</b>	<b>250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250</b>



<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet Meeting</b> <b>29 November 2017</b>
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<b>Report title</b>	Revenue Budget Monitoring 2017-2018	
<b>Decision designation</b>	AMBER	
<b>Cabinet member with lead responsibility</b>	Councillor Andrew Johnson Resources	
<b>Key decision</b>	Yes	
<b>In forward plan</b>	Yes	
<b>Wards affected</b>	(All Wards)	
<b>Accountable director</b>	Keith Ireland, Managing Director	
<b>Originating service</b>	Strategic Finance	
<b>Accountable employee(s)</b>	Claire Nye Tel Email	Director of Finance 01902 550478 <a href="mailto:claire.nye@wolverhampton.gov.uk">claire.nye@wolverhampton.gov.uk</a>
<b>Report to be/has been considered by</b>	Strategic Executive Board	14 November 2017

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### Recommendations for noting:

The Cabinet is asked to note:

1. That as a result of proactive financial management across the Council, all services have completed recovery plans which have identified efficiencies and mitigating actions to recover part of the overspend that was forecast as at quarter one of 2017-2018. The overall projected outturn for the General Fund for 2017-2018 is now forecast to be an overspend in the region of £1.0 million.
2. That projected redundancy costs, including the cost of pension strain, totalling £2.9 million are included in the forecast outturn. The projected costs are subject to change dependent upon the actual redundancies approved by year end. It is anticipated that Capital Receipts flexibility announced by the Secretary of State, will offset the cost of redundancies.

3. That 575 council tax accounts totalling £256,683.42, as detailed in paragraph 8.4.1, have been approved by for write off by Director of Finance in accordance with the Council's Financial Procedure Rules.
4. That 50 Non-Domestic Rates (NDR) debts totalling £157,549.98, as detailed in paragraph 8.4.2, have been approved by for write off by Director of Finance in accordance with the Council's Financial Procedure Rules.
5. That 156 sundry debt accounts totalling £151,758.48, as detailed in paragraph 8.3, have been approved by for write off by Director of Finance in accordance with the Council's Financial Procedure Rules.
6. That 43 housing benefit overpayments totalling £6,321.11, as detailed in paragraph 8.7, have been approved for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
7. That a £17.0 million surplus on the Housing Revenue Account (HRA) is projected compared with a budgeted surplus of £16.8 million as shown at Table 10 and in detail at Appendix I. The projected increased surplus of £177,000 will be used to redeem debt in line with the HRA Business Plan.

### **Recommendations for decision:**

The Cabinet is recommended to:

1. Approve the use of £1.2 million from the Regeneration Reserve to fund various development works and schemes as detailed at paragraph 5.2.2.
2. Approve the repayment of pump priming allocation totalling £485,000 back into the Regeneration Reserve which was previously drawn down for the Housing Development Company as detailed at paragraph 5.2.2.
3. Approve the use of £406,000 from the Transformation Reserve to fund various development works and schemes as detailed at paragraph 5.2.3, in the event that capital receipts are not available in-year to support transformation.
4. Approve the use of £320,000 from the Budget Contingency Reserve to cover expert and barrister costs incurred as a result of Storm Doris inquest and back filling of three Environmental Health Officer posts as detailed at paragraph 5.2.4. There is the potential for recovery of all or part of this sum in the event that a prosecution may arise.
5. Approve the use of £70,000 from the Regional Work Reserve as contribution towards Black Country Growth company, as detailed at paragraph 5.2.5, in the event that this cost could not be met from underspends within Corporate Budgets.

6. Approve the reinvestment of £14,000 to the Victoria Square Sinking Reserve as annual planned contribution to sinking fund from tenant contributions as detailed at paragraph 5.2.6.
7. Approve the use of the Budget Contingency Reserve to fund the anticipated deficit balances arising upon directed academy conversion by the Department for Education (DfE) in 2017-2018 as detailed at paragraph 7.4.1.
8. Approve the write off of one Non-Domestic Rates (NDR) debts totalling £5,616.04 as detailed in Appendix F.
9. Approve the write off of seven sundry debts totalling £94,860.39 as detailed in Appendix G.
10. Approve forty-six virements totalling £11.8 million, for transfers within directorates, as detailed in Appendix H.
11. Approve setting up of supplementary expenditure budgets within the 2017-2018 approved budget as detailed in paragraph 4.2 for grant funded expenditure.
12. Approve the delegation of authority to the Cabinet Member for Resources and Cabinet Member for Education, in consultation with the Director of Finance and Director of Education to approve proposed changes to the local funding formula including method, principles and rules adopted as detailed in paragraph 7.5.

## 1.0 Purpose

- 1.1 The purpose of this report is to provide Cabinet with a projection of the likely revenue outturn position for the General Fund and Housing Revenue Accounts, compared with the Council's approved revenue budgets for 2017-2018.
- 1.2 This is the second report of this financial year detailing the likely outturn projection for 2017-2018. The previous report was presented to Cabinet (Resources) Panel on 25 July 2017.

## 2.0 Background

- 2.1 Overall, the General Fund projected outturn is currently forecast to overspend against the net budget, as analysed in Table 1.

**Table 1 – 2017-2018 General Fund Revenue Budget Projected Outturn**

	Net Controllable Budget 2017-2018 £000	Projected Outturn 2017-2018 £000	Projected Variation Over/(Under)	
			£000	%
People	117,468	118,466	998	0.85%
Corporate	61,259	59,564	(1,695)	-2.77%
Place	40,920	41,032	112	0.27%
Education	2,935	5,189	2,254	76.82%
<b>Net Budget Requirement</b>	<b>222,582</b>	<b>224,251</b>	<b>1,669</b>	<b>0.75%</b>
Government Grant (General)	(59,378)	(60,010)	(632)	1.06%
Enterprise Zone Business Rates	(1,790)	(1,790)	-	0.00%
Council Tax	(90,937)	(90,937)	-	0.00%
Business Rates	(70,459)	(70,459)	-	0.00%
Collection Fund Deficit	2,886	2,886	-	0.00%
Business Rates Equalisation Reserves	(2,904)	(2,904)	-	0.00%
<b>Total Resources</b>	<b>(222,582)</b>	<b>(223,214)</b>	<b>(632)</b>	<b>0.28%</b>
<b>Net Budget (Surplus) / Deficit</b>	<b>-</b>	<b>1,037</b>	<b>1,037</b>	<b>0.47%</b>

- 2.2 An overspend of £2.1 million was projected at the time of reporting to Cabinet (Resources) Panel on 25 July 2017. Services were asked to deliver further in-year budget reductions in order to address the projected overspend. As a result of proactive financial management across the Council, all services have completed recovery plans which have identified efficiencies and mitigating actions to recover part of the overspend that was forecast as at quarter one of 2017-2018. The projected overspend has now reduced considerably to £1.0 million. Work will continue to review the in-year pressures within each service and to assess the impact on the Medium Term Financial Strategy (MTFS).

- 2.3 The Council continues to be faced with a challenging projected financial position over the medium term, and significant budget reduction and income generation proposals are required in order to achieve a robust financial position. The Budget 2017-2018 and Medium Term Financial Strategy 2017-2018 to 2019-2020 approved by Full Council on 1 March 2017, identified that the Council would be faced with finding further budget reduction and income generation proposals totalling £20.5 million (£14.8 million for 2018-2019) over the two-year period to 2019-2020. It is important to note that the updated projected budget deficit assumes the achievement of prior year budget reduction and income generation proposals amounting to £33.8 million over the three-year period to 2019-2020.
- 2.4 A report was presented to Cabinet on 19 July 2017, which detailed the outcome of work that has been in progress across all areas of the Council to identify budget reduction and income generation targets to deliver the strategy of identifying £14.8 million for 2018-2019. Over the summer period, detailed work continued to take place and a further update was provided to Cabinet on 18 October 2017 which it is projected will enable the Council to set a balanced budget for 2018-2019.
- 2.5 An update on the General Fund budget risks is provided at section 6. Overall the risk for 2017-2018 is currently assessed as Amber as the Council has significant budget reductions to deliver and income to achieve.
- 2.6 It is important to note that projected redundancy costs, including the cost of pension strain, totalling £2.9 million are included in the forecast outturn. It is anticipated that Capital Receipts flexibility announced by the Secretary of State, will offset the cost of redundancies.
- 2.7 In accordance with the Council's financial procedures rules, all virements in excess of £50,000, or those that result in a transfer between Employees and Other Controllable Expenditure headings, require the approval at this meeting. There are forty-six virements that require approval in this report as detailed in Appendix H.
- 2.8 The most significant factors contributing towards the projected net overspend against the budget are reported on a service-by-service basis in section 3.
- 2.9 The forecast outturn position for the Housing Revenue Account is a surplus of £17.0 million, compared to a budgeted surplus of £16.8 million. The projected additional surplus of £177,000, which is mainly due to a forecast underspend on interest payable, will be used to redeem debt to comply with the Council's approved HRA Business Plan.

### 3.0 General Fund Revenue Budget Monitoring: Service Analysis

#### 3.1 People

3.1.1 A summary of the projected outturn against the People 2017-2018 revenue budget is provided in Table 2, whilst a detailed analysis is provided in Appendix A.

**Table 2 – 2017-2018 Revenue Budget Projected Outturn - People**

	2017-2018 Controllable Budget £000	2017-2018 Forecast Outturn £000	Projected Variation Over/(Under)	
			£000	%
Strategic Director including Strategic Commissioning	4,774	4,390	(384)	-8.04%
Adults Services	63,239	63,239	-	0.00%
Children & Young People	49,426	50,808	1,382	2.80%
Public Health & Wellbeing	29	29	-	0.00%
<b>People Total</b>	<b>117,468</b>	<b>118,466</b>	<b>998</b>	<b>0.85%</b>

3.1.2 Overall a net overspend of £1.0 million (0.85%) is projected for the year. The directorate implemented recovery plans during quarter two in order to reduce the pressures identified at quarter one for 2017-2018. This has resulted in a reduction of £800,000 on the forecast overspend from quarter one. The main factors contributing towards this forecast overspend are:

1. **Strategic Director including Strategic Commissioning** – There is a projected net underspend of £384,000 for this service directorate mainly due to a forecast underspend within Strategic Commissioning totalling £400,000 as a result of this service generating efficiencies across contracts and vacancies held across service.
2. **Adult Services** – A balanced budget is forecast which is achieved as a result of various factors including:
  - a. Forecast overspend within Learning Disabilities Care Purchasing totalling £1.8 million as a result of cost pressures across care purchasing budgets due to increased demand for support.
  - b. Forecast overspend within Physical Disabilities Care Purchasing as a result of cost pressures across care purchasing budgets due to increased demand for support (£181,000).
  - c. Forecast overspend within Independent Living Service totalling £111,000 as a result of overspend due to an increase in demand for equipment.

These forecast overspends are offset by projected underspends within the following services:

- d. The Carer Support service is projecting an underspend of £274,000 as a result of lower demand on support packages.
  - e. The Learning Disability Provider is projecting an underspend due to the restructure of the Outreach Service (£210,000).
  - f. The Assessment and Care Management service is projecting an underspend of £505,000 due to staff vacancies within the service as well as receiving additional income.
  - g. The Older People Provider Services is projecting an underspend of £106,000 mainly as a result of one-off savings on staffing costs due to delays in recruitment.
  - h. The overall breakeven position reported for Adult Services assumes that the final risk sharing arrangements with the Wolverhampton Clinical Commissioning Group (CCG) on the Better Care Fund are finalised as currently proposed by the Council. It also assumes the current plans against the new improved Better Care Funds (iBCF) monies announced in the Spring Budget for Adult Social Care are spent according to current plans. The 2017-2018 allocation for Wolverhampton was £6.4 million. At the time of writing the report the CWC were still in negotiations with the CCG on the final risk sharing arrangements for the Better Care Fund. The outcome of these discussions could have a sizable impact on the forecast outturn position for Adult Services. An update will be provided at quarter three once the risk sharing arrangements have been signed off with the CCG.
3. **Children & Young People** - There is a forecast overspend totalling £1.4 million for this service directorate mainly due to forecast overspends within the following services:
- a. Looked After Children is forecasting an overspend on placement budgets totalling £1.5 million based on the latest financial modelling, which is partially offset by efficiencies across staffing budgets. Looked After Children numbers are not currently reducing at the rate required to deliver the savings target, however, work is underway to rectify the situation by year end with the aim of delivering a balanced budget. However, due to the extremely challenging nature of this work, there is a sizeable risk that there will be an overspend at year end. Whilst Wolverhampton has not seen a reduction in the number of Looked After Children; the number has stabilised at around 630. However, other authorities both nationally and regionally are reporting increases in their number of Looked After Children.

- b. The Child Protection service is forecasting an overspend totalling £349,000 which is due to increased Section 17 expenditure including No Recourse to Public Funds (NRPF) totalling £483,000. This overspend is an ongoing pressure for the service and is being considered as part of the budget setting process for 2018-2019. This overspend is partially offset by one-off efficiencies across general expenditure.
- c. The Safeguarding service is forecasting an overspend totalling £381,000 as a result of forecast overspends on staffing budgets along with cost pressures on Deprivation of Liberty Safeguards (DoLS). Cost pressures on DoLS are primarily associated with our duties under the Mental Capacity Act and include doctors' fees and best interest assessments. These cost pressures are partially offset by efficiencies across general expenditure.

The forecast overspends are offset by projected underspends within the following services:

- d. The Early Intervention service due to delays in recruitment along with reduction in general expenditure (£318,000).
  - e. Specialist Support service (£247,000) as a result of one off underspends on staffing costs and general expenditure. This underspend is partially offset by a forecast overspend within Alternative Provision
  - f. Youth Offending service due to one off savings on staffing budgets due to delays in recruitment (£160,000).
4. **Public Health and Wellbeing** is currently projecting a breakeven position. This breakeven position takes into account the application of £1.7 million from the Budget Contingency Reserve which was approved in quarter one.



## 3.2 Corporate

3.2.1 A summary of the projected outturn against the Corporate 2017-2018 revenue budget is provided in Table 3, whilst a detailed analysis is provided in Appendix B.

**Table 3 – 2017-2018 Revenue Budget Projected Outturn - Corporate**

	2017-2018 Controllable Budget £000	2017-2018 Forecast Outturn £000	Projected Variation Over/(Under)	
			£000	%
Managing Director including Corporate Business Support	1,848	1,512	(336)	-18.19%
Corporate Services	24,654	24,331	(323)	-1.31%
Governance	7,438	7,396	(42)	-0.57%
Corporate Budgets	27,319	26,325	(994)	-3.64%
<b>Corporate Total</b>	<b>61,259</b>	<b>59,564</b>	<b>(1,695)</b>	<b>-2.77%</b>

3.2.2 Overall a net underspend of £1.7 million (-2.77%) is projected for the year. The directorate implemented recovery plans during quarter two in order to help mitigate the pressures identified across the Council at quarter one 2017-2018. The main factors contributing towards the projected underspend are:

1. **Managing Director** – There is a projected underspend totalling £336,000 due to staff vacancies held across the Corporate Business Support service.
2. **Corporate Services** – There is a projected underspend of £323,000 for this service directorate as a result of underspend totalling £238,000 in Audit Services due to vacancies, and within Central Corporate Budgets due to lower than anticipated enhanced pension costs and a reduction in bank charges following the switch from an external to in house payments hosting system.

The underspends are partly offset with overspends within the following services:

- a. Commercial Services totalling £220,000 which has arisen as a result of additional resources required to improve contract efficiency and commercialisation. It is anticipated that contract efficiencies will be obtained across the Council.
  - b. Digital Transformation Programme totalling £100,000 due to revenue costs associated with the Digital Transformation Programme. This overspend has been considered within the whole directorate and it is planned that this cost will be offset by efficiencies identified across other services within the Corporate directorate.
3. **Governance** – There is a net underspend of £42,000 projected against this service directorate due to a projected underspend on Democratic Services totalling £125,000. This is due to a combination of factors, including savings generated from

the restructure of the Register Office, receipt of government grant and 2017-2018 being a fallow local election year.

There is also a projected underspend within Human Resources as a result of unfilled vacancies as the service is currently going through a minor restructure. The overspends are partly offset by an overspend within Legal Services due to external services incurred in support of one off legal matters.

4. **Corporate Budgets** - Overall there is a projected underspend of approximately £1.0 million against this budget as a result of projected:
- a. Net underspend of £1.1 million against the Treasury Management budget primarily due to a reduced borrowing need in year due to rephasing in the capital programme and changes in the interest rates.
  - b. Net underspend on the Apprenticeship Levy totalling £260,000, due to net cost being lower than the original estimate. This is being taken into account in the 2018-2019 budget setting process.
  - c. Projected redundancy costs, including the cost of pension strain, totalling £2.9 million are included in the forecast outturn. It is anticipated that Capital Receipts flexibility announced by the Secretary of State, will offset the cost of redundancies.
  - d. Planned net underspend on other corporate and transformational budget and contingencies totalling £1.5 million in order to help offset overspends within other directorates.
  - e. Net overspend totalling £1.9 million arising as a result of budget reductions that are unlikely to be achieved in year, including savings within the Waste & Recycling Service. The delayed transformation of this service has arisen due to an ongoing contractual dispute with Amey which the Council has not been able to resolve by negotiation and therefore legal proceedings have been issued by the Council in the High Court. A virement has been proposed to move the savings to Corporate Budgets in 2018-2019.

### 3.3 Place

3.3.1 A summary of the projected outturn against the Place 2017-2018 revenue budget is provided in Table 4, whilst a detailed analysis is provided in Appendix C.

**Table 4 – 2017-2018 Revenue Budget Projected Outturn – Place**

	2017-2018 Controllable Budget £000	2017-2018 Forecast Outturn £000	Projected Variation Over/(Under)	
			£000	%
Strategic Director	438	438	-	0.00%
City Economy	8,083	8,123	40	0.49%
Corporate Landlord	7,439	7,699	260	3.50%
Public Service Reform	86	86	-	0.00%
Housing	1,686	1,644	(42)	-2.49%
City Environment	23,187	23,042	(145)	-0.63%
<b>Place Total</b>	<b>40,920</b>	<b>41,032</b>	<b>112</b>	<b>0.27%</b>

3.3.2 Overall a net overspend of £112,000 (0.27%) is projected for the year. The directorate implement recovery plans during quarter two in order to reduce the pressures identified at quarter one for 2017-2018. The main factors contributing towards this overspend are:

1. **City Economy** – A £40,000 net overspend is forecast within this service directorate mainly due to a forecast overspend within Visitor Economy due to reduced income as a result of the Civic Halls closure for refurbishment (£242,000).

The overspend is partly offset by underspends from a number of services including an underspend within Skills totalling £103,000 which is being taken into account in the 2018-2019 budget setting process.

2. **Corporate Landlord** – A £260,000 overspend is forecast within this service directorate as a result of projected overspend within:
  - a. Catering Service totalling £522,000 due to the slippage in the delivery of budget reduction proposals and reduced income due to the loss of schools' catering business.
  - b. The Capital Programmes service due to the budget reflecting budget reduction proposals to be achieved across the Corporate Landlord directorate (£104,000).

These overspends are offset by projected underspends within the Estates and Valuations totalling £200,000 because of generation of additional rental income and Corporate Asset Management totalling £250,000 due to reduced expenditure anticipated on utilities.

3. **City Environment** – Overall there is a net projected underspend totalling £145,000 within this service directorate as a result of:

- a. A forecast underspend within the Transportation service totalling £152,000 and Highways Maintenance totalling £100,000 due to reduced anticipated expenditure.
- b. A forecast underspend within Public Protection service totalling £188,000 due to unfilled vacancies.
- c. These underspends are offset in part by a forecast overspend within the Fleet Service totalling £360,000 due to the delay in the delivery of budget reduction proposals.

### 3.4 Education

3.4.1 A summary of the projected outturn against the Education 2017-2018 revenue budget is provided in Table 5, whilst a detailed analysis is provided in Appendix D.

**Table 5 – 2017-2018 Revenue Budget Projected Outturn - Education**

	2017-2018 Controllable Budget £000	2017-2018 Forecast Outturn £000	Projected Variation Over/(Under)	
			£000	%
Education	2,935	5,189	2,254	76.82%
<b>Education Total</b>	<b>2,935</b>	<b>5,189</b>	<b>2,254</b>	<b>76.82%</b>

3.4.2 Overall a net overspend of £2.3 million (76.82%) is projected for the year. The main factors contributing to this overspend are:

- a. Standards and Vulnerable Pupils service are currently forecasting an overspend in the region of £1.6 million as a result of Special Educational Needs (SEN) Out of City educational costs increasing due to additional demand on the provision. Work is currently being undertaken during this financial year to review the provision and potential funding sources to mitigate the pressure on this service. Funding for SEN costs is met from Dedicated Schools Grant. A report will be taken to Schools Forum to seek additional funding to meet the increased costs in this area.
- b. The School Planning and Resources service are forecasting an overspending totalling £609,000 due to an increase in the demand on Special Schools Home to School Transport budget for high need pupils.

- c. The Education service is also monitoring the risk to the Council associated with schools that are operating at a deficit. If a school converts to Academy status via directed conversion the Council is required to retain the deficit. Currently the value of this risk in this financial year is estimated to be in the region of £600,000.

In April 2018 a new national schools funding formula will be implemented, this year will be a transitional period until further updated details are received from government, in respect of this the Council is required to seek approval to make adjustments to the formula in line with the guidance and recommendations from School Forum.

In line with the Schools Revenue Funding 2018-2019 Operational Guidance, delegation of authority to the Cabinet Member for Resources and Cabinet Member for Education, in consultation with the Director of Finance and Director of Education is sought to approve proposed changes to local funding formula including method, principles and rules adopted. Any proposed amendments to the Schools formula will be fully consulted on with all stakeholders and approved via the Schools Forum in January 2018.

#### **4.0 Changes to Grant Funded Expenditure**

- 4.1 It is not always possible to reflect all grant-funded expenditure in the budget approved by Full Council prior to the start of the financial year. This is due to late notification from grant awarding bodies of grant amounts, and proactive grant applications during the year.
- 4.2 Approval is sought from the Panel to establish supplementary expenditure budgets within the 2017-2018 approved budget as set out in the table below, and in accordance with the grant's terms and conditions. This will have no effect on the Council's net revenue budget as the expenditure is fully funded from grant.

**Table 6 – Grant Approval Sought from this Panel**

<b>Grant Name</b>	<b>Description of the Activities this Grant will Fund</b>	<b>Awarding body</b>	<b>Expenditure 2017-2018 £000</b>
Controlling Migration Fund	Supporting the Emotional and Mental and Wellbeing of unaccompanied asylum seeking children (UASC)	DCLG	74
ERDF Blue Network	Project management costs associated with the delivery of environmental improvements across the Black Country	DCLG (ERDF)	57
ERDF Bilston Urban Village public open space	Project management costs associated with the creation of public open space at Bilston Urban Village	DCLG (ERDF)	69
Therapy Provision in Discharge to Assess / Step Down	Support patients who have been discharged from an acute setting into Discharge to Assess / Intermediate Care / Step Down to access occupational therapy and / or physiotherapy in a timely manner.	CCG	84
Red Bag Funding	Provision of Red bag for all clients in residential nursing homes if they are taken to hospital	CCG	90
Pi / Predict X	Project management costs associated with a regional system flow dashboard.	LGA	50
Deprived Area Funding	Seedcorn grant paid to enterprises	DWP	1

## **5.0 Reserves and Balances**

5.1.1 The General Fund Balance remains unchanged at £10.0 million.

5.1.2 In addition to the General Fund balance, the Council also holds a number of Specific Reserves. The total specific reserves balance at the end of 2016-2017 was £54.6 million which was a reduction of £7.3 million from the balance held at the end of 2015-2016.

## **5.2 Transfers to/from Specific Reserves**

5.2.1 Approval is sought for a number of transfers to/from specific reserves, as set out in the following paragraphs. In the event that the use of capital receipts replaces previously

approved specific reserve drawdowns as a result of the new capital receipts flexibilities announced by central government, an update will be provided to Cabinet and Council.

## 5.2.2 Regeneration Reserve

Approval is sought from this meeting for the use of £1.2 million from the Regeneration Reserve to fund expenditure as shown in Table 7:

**Table 7 – Allocations from Regeneration Reserve**

Service	Amount Allocated £	Details
City Development	35,000	Westside/Southside
City Development	60,000	Canal side
Transport	14,000	Ring Road Environmental
City Development	115,000	City Centre Prospectus
City Development	15,322	City Learning Quarter
City Development	7,000	Pipeline Review.
City Development	153,394	Bilston Urban Village/Bilston Town Centre
City Development	50,000	Bilston Urban Village
City Development	146,526	Eastern Gateway
Strategic Organisation Development	25,713	ERDF Bid Development.
Corporate Asset Management	36,000	Non-highways Structures
Skills	118,777	Workbox
Strategic Organisation Development	17,000	Library Transformation Programme
Strategic Organisation Development	45,000	Libraries City-REDI economic evidence base
City Development	18,000	J2 Development (including EZ Extension)
Transport	6,000	Springfield (Vine Island) Transport
Transport	12,075	J2 to Springfield Transport Scheme Design
Transport	54,918	Stafford Road/Willenhall Road Transport Scheme.
Corporate Asset Management	50,000	Public Service Hub
Corporate Asset Management	25,000	Health & Social Care Hub
City Economy	16,729	Transforming Cultural Offer.
Planning	20,000	Bilston Public Realm
City Development	100,000	City Learning Quarter
Planning	9,400	Strategic Planning

In addition to the drawdown of reserve, approval is also sought for transferring the repayment totalling £485,000 of pump priming allocation back into the Regeneration Reserve as this was previously drawn down from Regeneration Reserve for Housing Company Development.

### **5.2.3 Transformation Reserve**

As a result of the new capital receipts flexibilities announced by central government, the Council will look to use capital receipts where possible to support revenue transformation, with updates provided to Cabinet and Council in due course.

However, in the event that capital receipts are not available, approval is sought from this meeting for the use of £406,000 from the Transformation Reserve to fund:

1. Performance Analyst for 12 months spanning 2017-2018 and 2018-2019 for the Outcome Based Accountability Project (£96,000);
2. Special Education Needs Transport Review (£120,000) and resources to covert to new system of Education Health and Care (EHC) plans (£190,000).

### **5.2.4 Budget Contingency Reserve**

Approval is sought from this meeting to use £320,000 from the Budget Contingency Reserve to cover expert and barrister costs incurred as a result of Storm Doris inquest and back filling of three Environmental Health Officer posts. There is the potential for recovery of all or part of this sum in the event that a prosecution may arise.

### **5.2.5 Regional Working Reserve**

Approval is sought from this meeting to use £70,000 from the Regional Working Reserve as contribution towards Black Country Growth company, in the event that this cost could not be met from underspends within Corporate Budgets.

### **5.2.6 Victoria Square Sinking Fund Reserve**

Approval is sought from this meeting to transfer £14,000 to the Victoria Square Sinking Reserve as annual planned contribution to sinking fund from tenant contributions (self-financing). The tenant contributions from the i11 building are set aside to meet costs of future repairs such as the roof of the building.

## **6.0 General Fund Budget Monitoring – Risk Management**

- 6.1 The overall level of risk associated with the budget 2017-2018 is assessed as Amber, it is important to note, however, that the Council has significant budget reductions to deliver and income to achieve. The six main areas of risk are summarised in the table at Appendix E.

## **7.0 Revenue Budget Monitoring – Schools' Budgets**

- 7.1 Maintained schools are required to submit budget plans detailing their expected income and planned spending levels at two points in the year 31 May and 31 October. Returns submitted on 31 May estimated that overall balances would reduce by £6.2 million to £1.9 million as shown in Table 8 overleaf.



**Table 8 – Projected Movement on Schools’ Balances 2017-2018**

<b>Sector</b>	<b>Balances as at 31 March 2017 £m</b>	<b>Use of Balances in 2017-2018 £m</b>	<b>Balances as at 31 March 2018 £m</b>
Secondary	(1.2)	0.1	(1.1)
Primary	4.5	(2.6)	1.9
Junior	0.4	(0.3)	0.1
Infant	0.2	(0.3)	(0.1)
Nursery	0.8	(0.5)	0.3
Special	1.4	(1.0)	0.4
Pupil Referral Units	2.0	(1.6)	0.4
<b>Total</b>	<b>8.1</b>	<b>(6.2)</b>	<b>1.9</b>

## **7.2 Schools with Surplus Balances**

7.2.1 At the end of 2016-2017 maintained schools had balances of £8.1 million. 33 schools were identified as having balances above recognised thresholds detailed in the local scheme (5% for secondary schools and 8% for primary, special and nursery schools). Schools will be reporting their intended use of surplus balances over the coming months and this will be updated at Q3 reporting.

7.2.2 The Scheme for Financing Schools establishes an arbitration process to review the Authority’s decision and determine if, and to what level, any excess balances should be recovered. This process was invoked to review 2014-2015 surplus balances and 8 schools were subject to review with £85,000 being recovered from one school in 2016-2017. The panel met again in March 2017 to review the position of a further 4 schools, and the decision was made to recover 50% of the excess balance from a single primary school. Based on the school’s outturn, the recovery in respect of 2016-2017 was £26,000.

## **7.3 Schools in a deficit balance position.**

7.3.1 As part of its overview of schools in deficit, a Schools under Notice of Concern Board (SuNC) chaired by the Director of Education reviews monthly financial information from schools in deficit to evaluate the financial position of the schools. The chair of Schools Forum is also a member of the board. The position currently on schools with anticipated deficits in 2017-2018 is as follows:

**Table 9 – Schools with anticipated deficits in 2017-2018**

<b>Name</b>	<b>Balance at the end of 2016-2017 £</b>	<b>Anticipated balance at end of 2017-2018 £</b>	<b>Status</b>
Woodfield Junior	112,730	106,904	School with approved licensed deficit and a plan to recover the deficit by March 2017. Converted to Academy September 2017. Final balance to be advised.
Coppice	227,736	304,968	School with approved licensed deficit and a plan to recover the deficit within a 3-year time frame. Academy conversion proposed for January 2018.
St Matthias	873,043	1,132,101	A deficit recovery plan and application are under discussion with the school.
Woodthorne	210,021	127,740	A licenced deficit budget has been approved.
Castlecroft Primary	(10,123)	66,958	Will require a licensed deficit application if outturn remains as planned.
Claregate Primary	46,271	32,487	Application for licensed deficit in progress.
Long Knowle Primary	(73,646)	23,549	Will require a licensed deficit application if outturn remains as planned.
Merridale Primary	(206)	9,760	Licensed deficit will not be required provided the forecast deficit remains below £10,000.
Wodensfield Primary	(1,178)	13,005	Will require a licensed deficit application if outturn remains as planned.
Westacre Infant	(115,061)	31,185	Will require a licensed deficit application if outturn remains as planned.
Woodfield Infant	104,006	106,930	Converted to Academy September 2017. Final balance to be advised.
Penn Hall Special School	(286,544)	54,587	Will require a licensed deficit application if outturn remains as planned.
The King's Church of England	43,102	245,867	Licensed deficit application has been received for consideration.

## 7.4 Deficits Following Sponsored Academy Conversion

7.4.1 The schools surplus or deficit balance on conversion to academy status usually transfers at the same time. However, where the conversion is directed by Department for Education (DfE) through a sponsorship arrangement any deficit remains with the local authority. Such costs must be met from the Authority's General Fund, at this time it is anticipated that these costs will be in the region of £600,000 in this financial year. Cabinet approval is therefore sought to fund the academy conversion deficit from the Budget Contingency Reserve.

The Local Government Association (LGA) has stated that this policy is unfair on local authorities. However, DfE have said that academies are a vital part of the plan for transforming education and that the accumulated deficits for sponsored academies must be met by local authorities.

## 7.5 Changes to local funding formula

7.5.1 In April 2018 a new national schools funding formula will be implemented, this year will be a transitional period until further updated details are received from government, in respect of this the Council is required to seek approval to make adjustments to the formula in line with the guidance and recommendations from School Forum.

7.5.2 In line with the Schools Revenue Funding 2018-2019 Operational Guidance, delegation of authority to the Cabinet Member for Resources and Cabinet Member for Education, in consultation with the Director of Finance and Director of Education is sought to approve proposed changes to local funding formula including method, principles and rules adopted. Any proposed amendments to the Schools formula will be fully consulted on with all stakeholders and approved via the Schools Forum in January 2018.

## 8.0 Debt Write Offs

8.1 Debts are only written off as a last resort, when all feasible recovery action has been exhausted. If the situation surrounding an individual case changes in the future, steps would be taken to pursue the debt, despite the debt having been written off.

8.2 **Sundry Debtors** - Income is due to the Council for a wide range of services provided to individuals and businesses. To reflect the fact that, despite the Council's best efforts, not all of this income will actually be collected, the Council makes provision for bad and doubtful debts, which it charges directly to the General Fund.

8.3 Overall, 163 debt write offs totalling £246,618.88 have been incurred. All but seven valued at £94,860.39 in total, which require the approval of this Panel (see Appendix G), have been approved for write off by the Director of Finance in accordance with the Council's Financial Procedures Rules.

8.4 **The Collection Fund** - The City of Wolverhampton Council acts as billing and collecting authority for council tax and non-domestic rates income. The Council administers a separate Collection Fund account for this purpose. The Collection Fund accounts for the

receipt of council tax and business rates (non-domestic rates) income and payments to precepting authorities such as the Fire Authority and the Police. Within this account, provisions are made for bad and doubtful debts and any write offs are charged to the council tax or business rates provision as appropriate.

- 8.4.1 **Council Tax** – Overall, 575 debt write offs totalling £256,683.42 have been incurred. All have been approved for write off by the Director of Finance in accordance with the Council's Financial Procedure Rules.
- 8.4.2 **Non-Domestic Rates (NDR)** – Overall, 51 debt write off totalling £163,166.02 have been incurred. All but one valued at £5,616.04 in total, which require the approval of this Panel (see Appendix F), have been approved for write off by the Director of Finance in accordance with the Council's Financial Procedures Rules.
- 8.5 **Housing Benefits** - Housing benefit overpayments occur when rent rebate or rent allowance awards exceed a recalculated entitlement. Whilst the Council aims to limit the incidence of overpayments they may occur for a number of reasons including as a result of fraud or error. In general, overpaid benefit is written off in line with Government guidance where recovery would cause hardship, where the debtor has died or cannot be traced.
- 8.6 The Council receives Government subsidy in respect of overpaid housing benefit at rates of between 40% and 100% according to the circumstances in which the overpayment arose. The unsubsidised element of any overpayment is charged to the General Fund.
- 8.7 Overall, 43 overpayments totalling £6,321.11 have been incurred. All have been approved for write off by the Director of Finance in accordance with the Council's Financial Procedures Rules.

## 9.0 Housing Revenue Budget Monitoring

- 9.1 Table 10 shows the latest forecast revenue outturn against budget for the Housing Revenue account (HRA). The forecast outturn position for the year is a surplus of £17.0 million, compared to a budgeted surplus of £16.8 million. It is proposed that the projected additional surplus of £177,000 will be used to redeem debt to comply with the Council's approved HRA Business Plan.

**Table 10 – Housing Revenue Account Projected Outturn 2017-2018**

	Budget	Projected Outturn	Projected Variation
	£000	£000	£000
Total income	(97,840)	(97,297)	543
Total expenditure	70,074	69,686	(388)
Net cost of HRA services	(27,766)	(27,611)	155
Interest payments etc.	10,938	10,606	(332)
(Surplus)/deficit before transfers to/from reserves and provision for redemption of debt	(16,828)	(17,005)	(177)
<i>Allocation of (surplus)/deficit</i>			
Provision for redemption of debt	16,828	17,005	177
<b>Balance for the year</b>	-	-	-

9.2 Rental income from dwellings is forecast to be lower than budgeted by £500,000, due to higher than anticipated right to buy sales. This is offset by forecast underspends on Repairs and Maintenance (£300,000).

9.3 Financing costs are forecast to underspend by £300,000, due to the reprofiling of capital schemes resulting in a reduced interest charge.

## 10.0 Evaluation of alternative options

10.1 The write-offs, virements and use of reserve requests requiring the approval of Cabinet are all considered to be prudent in the opinion of the Director of Finance and the Cabinet Member for Resources.

## 11.0 Reason for decision(s)

11.1 In accordance with the Council's financial procedures rules, all virements in excess of £50,000, or those that result in a transfer between Employees and Other Controllable Expenditure headings, require the approval of Cabinet (Resources) Panel. Contribution to and from reserves also requires the approval from Cabinet (Resources) Panel. The write-offs, virements and use of reserve requests detailed in this report which seek the approval of Cabinet are all considered to be prudent in the opinion of the Director of Finance and the Cabinet Member for Resources.

## 12.0 Financial Implications

12.1 The financial implications are discussed in the body of the report.  
[MH/20112017/T]

### **13.0 Legal Implications**

- 13.1 Section 151 of the Local Government Act 1972 requires local authorities to make arrangements for the proper administration of their financial affairs. It is a legal requirement under s25 of the Local Government Act 2003 to set a balanced budget and monitor the financial position throughout the year.  
[TS/20112017/T]

### **14.0 Equality Implications**

- 14.1 This report provides details of the projected outturn for 2017-2018. The necessary equalities analyses were carried out as part of the preparations for setting the 2017-2018 budgets, and will similarly form part of the requisite pre-work for 2018-2019.

### **15.0 Environmental Implications**

- 15.1 A range of services focused upon the Council's environmental policies is supported through revenue budgets reviewed in this report. Changes in levels of funding will be considered as such changes are proposed.

### **16.0 Background Papers**

2017-2018 Budget and Medium Term Financial Strategy 2017-2018 to 2019-2020, report to Cabinet, 22 February 2017.

Budget 2017-2018 and Medium Term Financial Strategy 2017-2018 to 2019-2020, report to Full Council, 1 March 2017.

Reserves, Provisions and Balances 2016-2017, report to Cabinet, 19 July 2017.

Revenue Budget Outturn 2016-2017, report to Cabinet, 19 July 2017.

Draft Budget and Medium Term Financial Strategy 2017-2018 to 2019-2020, report to Cabinet, 19 July 2017.

Revenue Budget Monitoring 2017-2018, report to Cabinet (Resources) Panel, 27 July 2017.

Draft Budget and Medium Term Financial Strategy 2017-2018 to 2019-2020, report to Cabinet, 18 October 2017.

Revenue Budget Monitoring – People

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason for Variance
<b>Strategic Director People</b>				-	
Strategic Director People	266	282	16	16	
Strategic Commissioning	4,508	4,108	(400)	(300)	An underspend is forecast as a result of generating efficiencies across contracts and vacancies held across service.
<b>Total Strategic Director People</b>	<b>4,774</b>	<b>4,390</b>	<b>(384)</b>	<b>(284)</b>	

### Revenue Budget Monitoring – People

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
<b>Adult Services</b>					
Better Care Fund	-	-	-	-	
Business Support	209	209	-	-	
Carer Support	1,062	788	(274)	(434)	The Carer Support Service is projecting an underspend of £274,000 on support packages. The variation between quarters one and two reflect an approved budget virement to deal with cost pressures on Learning Disabilities Care Purchasing.
Emergency Duty Team	412	477	65	46	
Welfare Rights & Financial Assessment	1,602	1,530	(72)	(36)	
Community Support	901	891	(10)	(6)	
Learning Disability Provider	4,926	4,716	(210)	(123)	Further efficiencies have been identified across Learning Disabilities Provider Services as part of their financial recovery plan. The underspend of £200,000 is projected due to the restructure of the Outreach Service.
Older People Provider Services	4,065	3,959	(106)	(28)	Further efficiencies have been identified across the service as part of their financial recovery plan. The underspend is mainly as a result of one-off savings on staffing costs due to delays in recruitment.
Independent Living Service	2,438	2,549	111	(12)	The forecast overspend is caused by increased demand for equipment.
Quality Assurance and Policies	359	343	(16)	(17)	
Adults Assessment and Care Management	1,349	844	(505)	(398)	A one-off underspend is projected due to staff vacancies within this service as well as receiving additional income. Efficiencies have also been identified during quarter two across general budgets to contribute towards cost pressures across the service.
Mental Health Assessment & Care Management	3,927	3,895	(32)	(6)	
Older People Care Purchasing	17,987	18,065	78	366	
Learning Disabilities Care Purchasing	16,214	18,030	1,816	904	An overspend is forecast as a result of cost pressures across care purchasing budgets due to slippage on budget reduction targets.
Physical Disabilities Care Purchasing	4,396	4,577	181	538	An overspend is forecast as a result of cost pressures across care purchasing budgets due to increased demand for support.
Service Director Adults	3,392	2,366	(1,026)	47	See note overleaf*
<b>Total Adult Services</b>	<b>63,239</b>	<b>63,239</b>	<b>-</b>	<b>841</b>	



\* The overall breakeven position reported for Adult Services assumes that the final risk sharing arrangements with the Wolverhampton Clinical Commissioning Group (CCG) on the Better Care Fund are finalised as currently proposed by CWC. It also assumes the current plans against the new improved Better Care Fund (iBCF) monies announced in the Spring Budget for Adult Social Care are spent according to current plans. The 2017-2018 allocation for Wolverhampton was £6.4 million. At the time of writing the report CWC were still in negotiations with the CCG on the risk sharing arrangements for the Better Care Fund. The outcome of these discussions could have a sizable impact on the forecast outturn position for Adult Services. An update will be provided at quarter three once the risk sharing arrangements have been signed off with the CCG.

Revenue Budget Monitoring – People

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
<b>Children &amp; Young People</b>	-				
Service Director Children & Young People	938	849	(89)	(52)	
Child Protection	9,232	9,581	349	181	Please see paragraph 3.1.2 section 3b
Early Intervention	4,317	3,999	(318)	(105)	Further efficiencies have been identified across the service as part of their financial recovery plan to offset cost pressures across the service. The underspend is mainly as a result of one-off savings on staffing costs due to delays in recruitment along with a reduction in general expenditure.
Early Years	524	574	50	(0)	
Inclusion Support	578	492	(86)	(24)	
Looked After Children	27,630	29,132	1,502	852	Please see paragraph 3.1.2 section 3a
Specialist Support	2,794	2,547	(247)	(118)	As part of the financial recovery plan the service has identified further efficiencies across general expenditure and from delaying recruitment. The underspend is as a result of one-off savings on staffing costs totalling £202,000, along with general expenditure of £173,000. This underspend is partially offset by a forecast overspend within Alternative Provision totalling £130,000.
Youth Offending	1,244	1,084	(160)	(77)	An underspend is forecast due to one off savings on staffing budgets due to delays in recruitment
Safeguarding	2,169	2,550	381	229	An overspend is forecast due to cost pressures on staffing budgets totalling £258,000, of which £134,000 is associated with Deprivation of Liberty Safeguards (DoLS). Cost pressures on DoLS are primarily associated with our duties under the Mental Capacity Act and include doctors' fees and best interest assessments. These cost pressures are partially offset by efficiencies across general expenditure.
<b>Total Children &amp; Young People</b>	<b>49,426</b>	<b>50,808</b>	<b>1,382</b>	<b>886</b>	

Revenue Budget Monitoring – People

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
<b>Public Health &amp; Wellbeing</b>					
Service Director Public Health & Wellbeing	-	-	-	-	
Business Continuity & Emergency Planning	6	6	-	-	
Commissioning	-	-	-	-	
Community Safety	23	23	-	-	
Contracts	-	-	-	376	The breakeven position takes into account the application of £1.7 million from the Budget Contingency Reserve, which was approved a quarter one.
Health Protection & NHS Facing	-	-	-	-	
Healthier Places Service	-	-	-	-	
Intelligence & Evidence	-	-	-	-	
Management and Administration	-	-	-	-	
Sports Development	-	-	-	-	
Transformation - Public Health	-	-	-	-	
<b>Total Public Health &amp; Well Being</b>	<b>29</b>	<b>29</b>	<b>-</b>	<b>376</b>	
<b>Total People Directorate</b>	<b>117,468</b>	<b>118,466</b>	<b>998</b>	<b>1,819</b>	

Revenue Budget Monitoring – Corporate

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
<b>Managing Director</b>					
Managing Director	209	209	-	-	
Corporate Business Support	1,639	1,303	(336)	(248)	The underspend is forecast due to unfilled staff vacancies held across the service.
<b>Total Managing Director</b>	<b>1,848</b>	<b>1,512</b>	<b>(336)</b>	<b>(248)</b>	

### Revenue Budget Monitoring – Corporate

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
<b>Corporate Services</b>					
Finance Director	140	140	-	-	
Audit Services	2,012	1,774	(238)	(55)	The underspend is forecast due to unfilled staff vacancies held across the service.
Central Corporate Budgets	4,668	4,319	(349)	(223)	The underspend is forecast due to lower than anticipated enhanced pension costs and a reduction in bank charges following the switch from an external to in house payment hosting system.
Commercial Services	651	871	220	222	The forecast overspend within this service has arisen as a result of additional resources required to improve contract efficiency and commercialisation. It is anticipated that contract efficiencies will be obtained across the Council. This overspend has been considered within the whole directorate and it has been agreed that it will be offset by efficiencies identified across other services within the Corporate directorate.
Corporate Communications	1,862	1,846	(16)	1	
Customer Services	3,045	3,046	1	-	
ICTS	4,915	4,965	50	-	
Digital Transformation Programme	-	100	100	-	An overspend is forecast due to revenue costs associated with the Digital Transformation Programme. This overspend has been considered within the whole directorate and it has been agreed that it will be offset by efficiencies identified across other services within the Corporate directorate.
Leisure Services	1,165	1,165	-	-	Early indications have shown that there is a potential pressure within this area, but it will be monitored closely throughout the financial year. Any potential pressures will be contained within efficiencies held across the corporate directorate.
Revenues & Benefits	2,232	2,228	(4)	-	
Service Improvement	87	87	-	-	
Strategic Finance	2,327	2,239	(88)	-	
The Hub	1,551	1,551	-	-	
<b>Total Corporate Services</b>	<b>24,654</b>	<b>24,331</b>	<b>(323)</b>	<b>(54)</b>	

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### Revenue Budget Monitoring – Corporate

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
<b>Governance</b>					
Democratic Services	2,430	2,305	(125)	(131)	The underspend projected is due to a combination of factors, including savings generated from the restructure of the Register Office, receipt of government grant and 2017-2018 being a fallow local election year.
Director of Governance	201	203	2	-	
Governance Services	577	644	67	(12)	
Human Resources	3,145	3,007	(138)	-	The underspend is due to vacancies held as the service is currently going through a minor restructure.
Legal Services	2,208	2,385	177	-	The overspend is forecast due to external fees incurred in support of one off legal matters.
Licensing	(438)	(438)	-	-	
Markets	(685)	(710)	(25)	65	
<b>Total Governance</b>	<b>7,438</b>	<b>7,396</b>	<b>(42)</b>	<b>(77)</b>	

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APPENDIX B

### Revenue Budget Monitoring – Corporate

Service/Budget	2017-2018	2017-2018	2017-2018	2017-2018	Reason For Variance
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	Controllable Budget £000	Controllable Forecast £000	Forecast Variance Q2 £000	Forecast Variance Q1 £000	
<b>Corporate Budgets</b>					
Treasury Management Budgets	16,337	15,228	(1,109)	(810)	The underspend is primarily due to a reduced borrowing need in year due to rephasing in the capital programme and changes in the interest rates
Central Provision for Auto-enrolment and Pay Award Costs	2,766	2,766	-	-	
West Midlands Transport Levy	10,912	10,912	-	-	
Environment Agency Levy	71	71	-	-	
Birmingham Airport - Rent	(69)	(69)	-	-	
Gross Redundancy Costs	-	2,900	2,900	2,900	Projected redundancy payment due in 2017-2018 arising as a result of the voluntary redundancy programme.
Capital Receipts Flexibility - Redundancy Costs	-	(2,900)	(2,900)	(2,900)	In December 2015, the Secretary of State announced that from 1 April 2016 capital receipts may be used for revenue transformational projects. It is currently anticipated that capital receipts totalling £2.9 million will be used to offset reorganisation costs.
Apprenticeship Levy	800	540	(260)	-	The forecast underspend against this budget has arisen due to the recharge of schools' apprenticeship levy for which information was not available at quarter one.
Other Corporate / Transformation Budgets and Contingencies	2,974	1,448	(1,525)	(1,912)	The underspend against this budget will help to offset overspends within other directorates.
Cross-cutting savings proposals	(1,315)	(1,315)	-	-	
Budget reduction proposals held corporately including Waste & Recycling	(1,900)	-	1,900	1,700	An overspend is forecast due to budget pressures relating to the delayed transformation of the Waste & Recycling service as a result of ongoing contractual dispute with Amey which the Council has not been able to resolve by negotiation and therefore legal proceedings have been issued by the Council in the High Court.
Corporate Adjustments	293	293	-	-	
Contribution from the Budget Contingency Reserve re special dividend from Birmingham Airport	(3,550)	(3,550)	-	-	
<b>Total Corporate Budgets</b>	<b>27,319</b>	<b>26,325</b>	<b>(994)</b>	<b>(1,022)</b>	
<b>Total Corporate Directorate</b>	<b>61,259</b>	<b>59,564</b>	<b>(1,696)</b>	<b>(1,402)</b>	

APPENDIX C

Revenue Budget Monitoring – Place

Service/Budget	2017-2018 Controllable Budget	2017-2018 Controllable Forecast	2017-2018 Forecast Variance Q2	2017-2018 Forecast Variance Q1	Reason For Variance
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	£000	£000	£000	£000
<b>Strategic Director Place</b>				
Strategic Director Place	438	438	-	-
<b>Total Strategic Director Place</b>	<b>438</b>	<b>438</b>	<b>-</b>	<b>-</b>

**APPENDIX C**

**Revenue Budget Monitoring – Place**

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance



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<b>City Economy</b>					
Adult Education	(145)	(145)	-	-	
City Development	635	574	(61)	-	
Enterprise	926	908	(18)	-	
Strategic Organisation Development	1,916	1,879	(37)	(23)	
Planning	922	871	(51)	(15)	
Service Director City Economy	93	159	66	-	
Skills	2,466	2,363	(103)	(13)	Underspend on budgets that will form part of 2018-2019 savings already identified
Visitor Economy	1,272	1,514	242	214	An overspend is forecast as it reflects anticipated reduced income as a result of the planned Civic Halls refurbishment.
<b>Total City Economy</b>	<b>8,083</b>	<b>8,123</b>	<b>40</b>	<b>163</b>	

## APPENDIX C

### Revenue Budget Monitoring – Place

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
Corporate Landlord					

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Capital Programme	(44)	60	104	103	An overspend is forecast due to a directorate wide budget pressure
Catering	(1,522)	(1,000)	522	590	An overspend is forecast due to reduced income and increased competition within this market.
Cleaning	1,099	1,099	-	-	
Corporate Asset Management	7,988	7,738	(250)	(257)	An underspend is projected due to the reduced expenditure anticipated on utilities.
Corporate Landlord Support	496	496	-	-	
Estates and Valuations	(3,063)	(3,263)	(200)	(500)	The underspend shown is based on an updated, realistic projection of additional rental income. On-going work and analysis is taking place to identify additional rental income opportunities.
Facilities Management	839	905	66	-	
Head of Corporate Landlord	(3)	16	19	-	Additional pressures have been identified which the service will be looking to address over the second half of the year.
Maintenance Programme	1,648	1,648	-	-	
<b>Total Corporate Landlord</b>	<b>7,439</b>	<b>7,699</b>	<b>260</b>	<b>(65)</b>	

Revenue Budget Monitoring – Place

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
<b>Public Service Reform</b>					
Public Service Reform	86	86	-	-	
<b>Total Public Service Reform</b>	<b>86</b>	<b>86</b>	<b>-</b>	<b>-</b>	

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### Revenue Budget Monitoring – Place

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
<b>City Housing</b>					
Housing	1,686	1,644	(42)	(29)	
<b>Total City Housing</b>	<b>1,686</b>	<b>1,644</b>	<b>(42)</b>	<b>(29)</b>	

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Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
<b>City Environment</b>					
Service Director City Environment	132	210	78	(0)	
Bereavement Services	(2,587)	(2,633)	(46)	49	
Environmental Maintenance	6,570	6,538	(32)	(0)	
Fleet Services	(811)	(451)	360	433	An overspend is forecast due the reprofiling and allocation of the passenger transport budget reduction proposals
Highways Maintenance	2,011	1,911	(100)	-	An underspend is projected due to the reduced expenditure anticipated on winter maintenance.
Landscape	26	26	-	-	
Operation & Maintenance of Existing Network	1,019	983	(36)	-	
Parking Services	(3,251)	(3,251)	-	81	
Public Protection	2,098	1,910	(188)	-	An underspend is forecast reflecting current vacancies.
Street Lighting	2,717	2,684	(33)	-	
Transportation	992	840	(152)	-	An underspend is projected due to the reduced expenditure anticipated.
Waste and Recycling Service	14,242	14,248	6	42	
Black Country Transport	27	27	-		
City Environment	-	-	-	(500)	
<b>Total City Environment</b>	<b>23,187</b>	<b>23,042</b>	<b>(145)</b>	<b>104</b>	
<b>Total Place Directorate</b>	<b>40,920</b>	<b>41,032</b>	<b>113</b>	<b>173</b>	

Revenue Budget Monitoring – Education

Service/Budget	2017-2018 Controllable Budget £000	2017-2018 Controllable Forecast £000	2017-2018 Forecast Variance Q2 £000	2017-2018 Forecast Variance Q1 £000	Reason For Variance
<b>Director of Education</b>					
Director of Education	240	298	58	-	Additional Consultant Costs incurred for SEN and School Improvement Reviews
School Planning & Resources	3,395	4,004	609	586	An overspend is forecast due to an increase in demand on Special Schools Home to School Transport budget for high need pupils.
Schools	(1,630)	(1,630)	-	-	
Standards and Vulnerable Pupils	930	2,517	1,587	1,587	An overspend is forecast for SEN Out of City educational costs due to additional demand on the provision. Work will be undertaken during this financial year to review the provision and potential funding sources to mitigate the pressure on this service. Funding for SEN costs is met from Dedicated Schools Grant. A report will be taken to Schools Forum to seek additional funding to meet the increased costs in this area.
<b>Total Director of Education</b>	<b>2,935</b>	<b>5,189</b>	<b>2,254</b>	<b>2,174</b>	

**General Fund Budget Risks 2017-2018**

<b>Risk</b>	<b>Description</b>	<b>Level of Risk</b>
Medium Term Forecasting	Risks that might materialise as a result of the impact of non-pay inflation and pay awards, uptake of pension auto enrolment, Equal Pay.	Amber
Budget Management	Risks that might materialise as a result of loss of key personnel or loss of ICTS facilities	Green
Transformation Programme	Risks that might materialise as a result of not identifying budget reductions, not delivering the reductions incorporated into the budget and not having sufficient sums available to fund the upfront and one-off costs associated with delivering budget reductions and downsizing the workforce.	Amber
Income and Funding	Risks that might materialise as a result of income being below budgeted levels, claw back, reduction to government grant or increased levels of bad debts.  The risk of successful appeals against business rates.	Amber
Service Demands	Risks that might materialise as a result of demands for services outstretching the available resources.	Amber
Third Parties	Risks that might materialise as a result of third parties and suppliers ceasing trading or withdrawing from the market.	Amber
Government Policy	Risks that might materialise as a result of changes to Government policy including changes in VAT and taxation rules and, in particular, from the Care Bill. Furthermore risks that may materialise as a result of Government policy relating to directed academy conversions; deficit balances must be funded by the local authority on directed academy conversion.	Red

**APPENDIX F**

**NDR Write offs to be approved by Cabinet**

<b>Account number</b>	<b>Reason for write-off</b>	<b>Total £</b>
5054854	Write Off – Recovery Prohibited by Statue	5,616.04
	<b>Total</b>	<b>5,616.04</b>



**APPENDIX G**

**Sundry Write offs to be approved by Cabinet**

<b>Account Number</b>	<b>Write off reason</b>	<b>Amount £</b>
16002917	Write off – Deceased (no estate)	6,712.12
16003631	Write off – Deceased (no estate)	10,640.52
16009210	Write off – Deceased (no estate)	11,452.15
16009563	Write off – Deceased (no estate)	42,528.64
16012663	Write off – Deceased (no estate)	8,344.06
16019744	Write off – Deceased (no estate)	6,492.48
16033820	Write off - Uneconomical to Collect	8,690.42
	<b>Total</b>	<b>94,860.39</b>

General Fund Budget Virements

From		To		£000	Reason for Virement
Directorate	Service	Directorate	Service		
Corporate	Human Resources	Corporate	Human Resources	28	Transfer of part of external service provider budget to employees to support restructure within Workforce Development team.
Corporate	Corporate Communications	Corporate	Corporate Communications	10	Transfer of part of corporate marketing budget to support employee structure change.
Corporate	Licensing	Corporate	Governance Services	77	Transfer of budget for Head of Governance Services as part of a wider restructure within Licensing.
Corporate	Licensing	Corporate	Licensing, Legal Services, Governance Services & Customer Services	813	Increase in employee and running costs budgets matched by Licensing income (expansion in Licensing services).
Corporate	Legal Services	Corporate	Legal Services	51	Increase in running costs budgets matched by external income.
People	Service Director	Corporate	HR	21	To fund R&R Officer 18.5 Hours
Corporate	Corporate Accounts	People	Service Director	3	To fund salary increase
People	Service Director	Corporate	Customer Services	69	Children's contribution towards customer service savings target.
People	Adults Assessment & Care Management - North	People	Adults Assessment & Care Management - North	178	Removing reserves contribution from budget
People	Learning Disability Provider	People	Learning Disability Provider	387	Creation of the Community Pathways Team budget
People	Mental Health Assessment & Care Management	People	Mental Health Assessment & Care Management	58	Removing contribution from Reserve budget, now part of SLC team
People	Adults Assessment & Care Management North	People	Adults Assessment & Care Management North	214	Removing contribution from Reserve budget, now part of SLC team
People	Adults Assessment & Care Management North, Mental Health Assessment & Care Management	People	Adults Assessment & Care Management SLC	459	Creation of the Supporting Life Choices Team
People	Adults Assessment & Care Management North	People	Independent Living Service	84	Transfer of rehabilitation posts to ILS
People	Adults Assessment & Care Management SLC	People	Adults Assessment & Care Management SLC	104	Funding from Reserves to complete the SLC structure
Corporate	Corporate Accounts	People	Strategic Director People	727	Domestic Abuse MTFs PH grant
People	Independent Living Service	People	Independent Living Service	84	Create I&E budgets to deliver contract for therapy provision in Discharge to assess and Step Down
Place	Enterprise	Place	Enterprise	15	transfer of budget from non-staffing to salaries
Place	Strategic Director	Place	City Economy	42	Reapportionment of Customer Services rationalisation
Place	Strategic Director	Place	City Environment	39	Reapportionment of Customer Services rationalisation
Place	Strategic Director	Place	Corporate Landlord	110	Reapportionment of Customer Services rationalisation
People	Adults Assessment & Care management North	People	Adults Assessment & Care management North	1,249	Adults Service restructure
People	Adults Assessment & Care management West	People	Adults Assessment & Care management West	1,250	Adults Service restructure

General Fund Budget Virements

From		To		£000	Reason for Virement
Directorate	Service	Directorate	Service		
People	Adults Assessment & Care management North	People	Adults Assessment & Care management West	98	Adults Service restructure
People	Adults Assessment & Care management North	People	Adults Assessment & Care management East	432	Adults Service restructure
People	Adults Assessment & Care management East	People	Adults Assessment & Care management East	986	Adults Service restructure
People	Adults Assessment & Care management West	People	Adults Assessment & Care management East	115	Adults Service restructure
People	Older People Provider Services	People	Older People Provider Services	600	Service restructure
People	Learning Disability Provider	People	Learning Disabilities Care Purchasing	164	Transferring ISF Budget from Outreach Services Team (G10170) into Care Purchasing (G10160). Services are now being provided externally as opposed to in-house provision.
People	Adults Assessment & Care management SLC	People	Adults Assessment & Care management SLC	25	Removing capital allocation salary and income budgets
People	Older People Care Purchasing	People	Older People Care Purchasing	106	Transfer funding from block to spot cost centre to reflect contract switch from block to spot provision
People	Community Support	People	Community Support	219	Remove income and expenditure budgets
People	Adults Assessment & Care management East	People	Adults Assessment & Care management West	71	Transfer post as part of Adults Services restructure
People	Adults Assessment & Care management West	People	Business Support	114	Transfer IT budgets to Adults Business Support as part of restructure
People	Adults Assessment & Care management West	People	Business Support	55	Transfer post as part of Adults Services restructure
People	Carer Support	People	Learning Disabilities Care Purchasing	200	Transfer unallocated budget to offset pressures on LD Care Purchasing
People	Service Director Adults	People	Adults Assessment & Care management West	84	Fund post created as part of Adults restructure
People	Independent Living Service	People	Independent Living Service	34	Creation of agency budget from non-salary budgets to cover work being carried out by Wolverhampton Homes
People	Independent Living Service	People	Independent Living Service	138	Realign budgets based on coding of contract
People	Adults Assessment & Care management SLC	People	Mental Health Assessment & Care Management	69	Transfer of 2 FTE GR05 Support workers from SLC into MH service
People	Learning Disability Provider	People	Learning Disabilities Care Purchasing	199	Transfer in year savings achieved to offset pressures on LD Care Purchasing
People	Learning Disability Provider	People	Learning Disability Provider	17	Budget transfer from non-staffing to reflect agency spend
People	Commissioning	People	Commissioning	90	Create income and expenditure budget for red income bag project.
People	Service Director Adults	People	Service Director Adults	50	Create income and expenditure budget Pi / PredictX project.
Place	Waste & Recycling	Corporate	Corporate Budgets	1,700	Budget Reduction targets
Place	Parking Services	Corporate	Corporate Budgets	200	Budget Reduction targets
			<b>Total</b>	<b>11,838</b>	

## Housing Revenue Account Budget Monitoring

	2017-2018 Budget £000	2017-2018 Forecast Outturn £000	2017-2018 Forecast Variance £000
<b>Income</b>			
Gross rents – dwellings	(91,261)	(90,887)	374
Gross rents – non-dwellings	(923)	(892)	31
Charges to tenants for services and facilities	(5,656)	(5,518)	138
<b>Total income</b>	<b>(97,840)</b>	<b>(97,297)</b>	<b>543</b>
<b>Expenditure</b>			
Repairs and maintenance	26,104	25,773	(331)
Supervision and management	19,172	19,115	(57)
Rents, rates and taxes	435	435	-
Increase in provision for bad debts	2,250	2,250	-
Depreciation of fixed assets	22,113	22,113	-
<b>Total expenditure</b>	<b>70,074</b>	<b>69,686</b>	<b>(398)</b>
<b>Net cost of HRA services</b>	<b>(27,766)</b>	<b>(27,611)</b>	<b>155</b>
Interest payable	11,095	10,737	(358)
Interest and investment income	(37)	(11)	26
Adjustment for premiums and discounts	(120)	(120)	-
<b>(Surplus)/deficit before transfers to/from reserves and provision for redemption of debt</b>	<b>(16,828)</b>	<b>(17,005)</b>	<b>(177)</b>
<b>Allocation of (surplus)/deficit</b>			
Provision for redemption of debt	16,828	17,005	177
<b>Balance for the year</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet Meeting</b> <b>29 November 2017</b>
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<b>Report title</b>	Delegations to Cabinet (Resources) Panel	
<b>Decision designation</b>	AMBER	
<b>Cabinet member with lead responsibility</b>	Councillor Milkinder Jaspal Governance	
<b>Corporate Plan priority</b>	Confident Capable Council	
<b>Key decision</b>	No	
<b>In forward plan</b>	No	
<b>Wards affected</b>	(All Wards)	
<b>Accountable Director</b>	Kevin O'Keefe, Governance	
<b>Originating service</b>	Governance	
<b>Accountable employee</b>	Jaswinder Kaur	Democratic Services Manager
	Tel	01902 550320
	Email	jaswinder.kaur@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	N/A	

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**Recommendation for decision:**

The Cabinet is recommended to:

Approve the delegation of any Cabinet business to the Cabinet (Resources) Panel on 16 January 2017.

## **1.0 Purpose**

- 1.1 This report requests approval to delegate any Cabinet business to the meeting of the Cabinet (Resources) Panel on 16 January 2017.

## **2.0 Background**

- 2.1 The Council's constitution identifies which decisions the Council will make and which the Executive will make.
- 2.2 Given the high priority nature of much of the Council's work, there is a need for decisions to be made at the start of 2018. It is therefore proposed that Cabinet agree to delegate business to the meeting of Cabinet (Resources) Panel on 16 January 2018.

## **3.0 Evaluation of alternative options**

- 3.1 The alternative option would be to not delegate Cabinet business to this meeting of the Cabinet (Resources) Panel. This would mean that time sensitive deadlines would be missed, which could have a detrimental effect on the work of the Council that could otherwise be avoided.

## **4.0 Reasons for decision**

- 4.1 The delegation of Cabinet business to the Cabinet (Resources) Panel ensures the efficient and proper running of the Council can continue and that key business is duly considered.

## **5.0 Financial implications**

- 5.1 There are no financial implications arising from this report.  
[SR/21112017/W]

## **6.0 Legal implications**

- 6.1 There are no legal implications arising from this report.  
[RB/21112017/F]

## **7.0 Equalities implications**

- 7.1 There are no equalities implications arising from this report.

## **8.0 Environmental implications**

- 8.1 There are no environmental implications arising from this report.

## **9.0 Human resources implications**

- 9.1 There are no human resources implications arising from this report.

**10.0 Corporate Landlord implications**

10.1 There are no corporate landlord implications arising from this report.

**11.0 Schedule of background papers**

11.1 Report to Council of 1 February 2017 – [Municipal Calendar of Meetings](#)

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<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet Meeting</b> <b>29 November 2017</b>
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<b>Report title</b>	Homelessness Reduction Bill and Rough Sleepers	
<b>Decision designation</b>	AMBER	
<b>Cabinet member with lead responsibility</b>	Councillor Peter Bilson Cabinet Member for City Assets and Housing	
<b>Corporate Plan priority</b>	Place - Stronger Economy	
<b>Key decision</b>	Yes	
<b>In forward plan</b>	Yes	
<b>Wards affected</b>	(All Wards);	
<b>Accountable Director</b>	Lesley Roberts (Strategic Director: City Housing)	
<b>Originating service</b>	City Housing	
<b>Accountable employee</b>	Anthony Walker	Strategy Implementation and Monitoring Officer
	Tel	01902 551631
	Email	anthony.walker@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	Directorate Leadership Team	30 October 2017
	Strategic Executive Board	07 November 2017

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**Recommendation for decision:**

The Cabinet Member Briefing - City Housing is recommended to:

Endorse the actions by which the City implements the Homeless Reduction Act.

## 1.0 Purpose

1.1 The purpose of the report is to update Cabinet on the Homelessness Reduction Act and the increase in homelessness, in particular rough sleeping, and how this will be addressed in Wolverhampton.

## 2.0 Background

2.1 Nationally, homelessness is on the increase, across the last recorded quarter (March - June 2017) nearly 15,000 households were accepted as homeless in England, the highest number since 2008.

2.2 The total number of households living in temporary accommodation whilst awaiting placement in a settled home is measured on the last day of each quarter. On 30 June 2017, there were 68,560 households in temporary accommodation, 13% higher than at the same date in 2014.

2.3 The table below shows the main reasons for homelessness are:

Reason for homelessness	Percentage of all homelessness June 2017	Percentage of all homelessness June 2016
End of Assured Short-hold Tenancy	34%	44%
Family Unwilling to accommodate	27%	22%
Friends Unwilling to accommodate	19%	12%
Violence and Abuse	10%	6%
Other	10%	16%

2.4 The number of people sleeping rough in England has risen for the sixth year in a row, per the latest official figures.

2.5 An estimated 4,134 people bedded down outside in 2016, an increase of 16% on the previous year's figure of 3,569, and more than double the 2010 figure.

2.6 London accounted for 23% of the England total (960), down slightly from 26% in 2015, with the borough of Westminster (260 cases) recording the highest number of rough sleepers in both the capital and the country.

2.7 After Westminster, the highest incidences of rough sleeping were recorded in Brighton and Hove (144), Cornwall (99), Manchester (78), Luton (76), Bristol (74), Croydon (68), Redbridge (60), Bedford (59), Birmingham (55) with Wolverhampton low down the list with a figure of 18.

- 2.8 However, these numbers are widely disputed, homeless charity Crisis claim that 16,000 people could be sleeping on the streets by 2026 across England, Scotland and Wales, in comparison to their figures of 9,100 people in 2016.
- 2.9 The figures are often disputed due to the formula by which the data is collected, which is based on a pre- determined day and people being bedded down (not sofa surfing, lodging or squatting).
- 2.10 Therefore, the national picture is of an increase of unprecedented levels of homelessness.
- 2.11 Wolverhampton have also experienced a similar increase in all aspects of homelessness, however not at the same national level.
- 2.12 The table below compares Homelessness data across the last two years and shows an increase, however not at the same rate of some authorities.

	<b>2015-2016</b>	<b>2016-2017</b>
Homeless Presentations	2667	2851
Homeless Applications	1326	1700
Rough Sleeping	18	23

- 2.13 However, there is concern related to the increasing number of households being made homeless from the private sector rented.

<b>Reason for homelessness</b>	<b>Percentage of all homelessness June 2017</b>	<b>Percentage of all homelessness June 2016</b>
End of Assured Short-hold Tenancy	45%	30%
Family Unwilling to accommodate	20%	26%
Friends Unwilling to accommodate	17%	19%
Violence and Abuse	11%	9%
Other	7%	6%

- 2.14 The increase in people sleeping rough has also had a substantial impact on homelessness in the City.
- 2.15 Rough sleepers are defined as "people sleeping, or bedded down, in the open air such as on the streets, or in doorways, parks or bus shelters; people in buildings or other places not designed for habitation (such as barns, sheds, car parks, cars, derelict boats)" and are often small in number but are the most visible to the public.

- 2.16 Wolverhampton has up until recently had a small rough sleeper cohort (under eight people in 2014) who are assisted by several specialist organisations (P3 Navigator outreach, St Georges Hub day centre, Good Shepherd Ministry etc.). However, over the last 12 months the numbers of rough sleepers have slowly begun to increase to between 18 and 23 individuals.
- 2.17 Initial enquiries have highlighted the reasons for the increase are:
- An increase in people arriving from out of area due to the closure, reduction and exclusion from their local provision. six clients have arrived from surrounding areas due to this.
    - Exclusion from local services:  
Three clients had been excluded from all local accommodation services due to serious violent and aggressive behaviour often related to drug and alcohol issues
    - People not willing to engage this is linked to addiction issues:  
Eight of the clients have issues related to either drugs or alcohol or both, of which even with offers of accommodation they have refused to engage. The added addition of new drugs such as Spice and Mamba have added extra risk due to unknown nature of how the individuals react whilst under the influence and its toxic nature (three deaths have been recorded in Wolverhampton in the last six months)
    - A lack of access to public funding due to immigration status:  
50% of all people sleeping rough in Wolverhampton have no access to public funds, overall 80% of all long term and continual rough sleepers have no access to public funds. These individuals are often Eastern / Central European, male, between 30-50 years of age, have basic levels of English language These individuals have arrived to access employment mainly labouring/ building work but had only located short term employment, had no access to benefits and therefore no ability to access accommodation.
- 2.18 Over the last 12 months' multi- agency counts, (Local Authority, Police, Drug services ASB team and Homeless Services) where rough sleepers are supported and offered accommodation, have been undertaken. This has not addressed the issue even though 15 people who were sleeping rough were accommodated. Unfortunately, the 15 individuals were then replaced by new rough sleepers.
- 2.19 The reasons for the unsuccessful nature of the counts have been people being unwilling to take up the options of accommodation and/or support available or individuals being unable to due to access services due to inability to claim benefits.
- 2.20 The increase in homelessness nationally and locally has now led to Central Government making amendments to legislation and a request that authorities work differently to prevent and reduce homelessness, with reference to those living in the private sector and single homeless people including rough sleepers.

### **3.0 Update**

- 3.1 The Homeless Reduction Act is being introduced in April 2018 and will require authorities to provide earlier intervention to prevent homelessness.
- 3.2 The act will require councils to start assessing someone at risk of being made homeless 56 days before losing their home. Currently, the threat of homelessness is defined as starting 28 days before the person loses their home.
- 3.3 Authorities will be required to act on a valid notice that has been given to the person under Section 21 of the Housing Act 1988 (orders for possession on expiry or termination of assured shorthold tenancy) in respect of the only accommodation the person has that is available for the person's occupation. This involves assisting anyone approaching for homelessness assistance who has been given legal notice by their private landlord earlier.
- 3.4 Authorities will a duty to agree and assess all eligible applicants' cases and agree a plan rather than process of a statutory homeless application.
- 3.5 The Government's aim via the Act is to reduce the amount of homelessness via an increase in homelessness prevention by making homelessness prevention a legal duty.
- 3.6 For Wolverhampton this could mean an estimated increase of over 500 cases each year at a potential cost of £750,000 (based on the average cost of an application being £1,500)
- 3.7 The grant received by the Local Authority to undertake this work will be £343,000 across three years, this will therefore require a remodel of services to assist with the increasing demand.

### **4.0 Service remodel recommendation**

- 4.1 The remodel would include:
  - Work with Wolverhampton Homes in relation to the act and how they will deliver the statutory homeless service after the transfer.
  - Increase in early intervention work with households in housing need (tenancy support, outreach work and flexible prevention funds
  - Use current grants to increase the amount of sustainable and suitable temporary accommodation.
  - Upskill and inform organisations to assist people at risk of homelessness
  - Work on the new monitoring data 46 questions as replacement for the current 12 question P1e

- Increase in private sector offers via Rent with Confidence.
- Reconfiguration of accommodation for homeless singles and families to include delivering a Housing First model
- Working with providers to increase the amount of emergency provision.
- Working with providers to increase in temporary accommodation for people with complex needs.

4.2 The implementation of the above will mean that we will be able to reduce the amount of presentations for homelessness thus reduce the need to take an expensive homeless application and increase homelessness prevention.

## **5.0 Evaluation of alternative options**

5.1 The only other option would be for the service to remain unchanged which would not be an option given the potential increase to expenditure highlighted in point 3.6.

5.2 The reconfiguration has also been a model that has had input from both the Leader of the Council at a local level and the Mayor of the West Midlands Combined Authority Andy Street, who have developed task groups to address the increase in rough sleeping and homelessness.

## **6.0 Reason for decision**

6.1 The Local Authority will have new legal duties under the Homelessness Reduction Act and therefore will be required to deliver services differently and to more residents.

6.2 The reconfiguration of what is currently provided as well as the introduction of new provision will offer an effective service to those who are already homeless and prevent homelessness for those at risk will allow us to meet this new duty.

## **7.0 Financial implications**

7.1 The overall cost increase for the change in service delivery will be met from grant funding. The Homelessness prevention grant allocation for 2017-2018 is £169,000, with a further £120,000 carried forward from previous years. The new Homeless Reduction Act funding has been confirmed as £343,000 over three years.

7.2 The remodelling of the temporary accommodation that forms part of the council's housing stock will be provided for in the HRA Business Plan. Any increase in accommodation with external providers will need to be met from existing revenue budgets.

[JM/02112017/B]

## **8.0 Legal implications**

- 8.1 Increasing levels of homelessness combined with a reduction in social housing and temporary accommodation have led many local authorities to find ways of preventing homelessness and exploring housing options other than through the formal route of a homelessness application. Such practices have given rise to allegations of "gatekeeping" – that councils are denying households their statutory rights under Part 7 of the Housing Act 1996.
- 8.2 A local authority is duty bound to not use homelessness prevention as a way of gatekeeping the applicants right to a statutory homeless application under Part 7 of the Housing Act 1996.
- 8.3 To prevent allegations of gatekeeping, by using policy and process to prevent homeless applications being made, the Council should use the prevention services as a housing option and not the sole alternative.  
[LW/03112017/A]

## **9.0 Equality implications**

- 9.1 An equality impact assessment will be undertaken in relation to each element of the reconfiguration.

## **10.0 Human resources implications**

- 10.1 There are no human resources implications arising from this report.

## **11.0 Corporate Landlord implications**

- 11.1 There are no corporate landlord implications arising from this report.

## **12.0 Schedule of background papers**

- 12.1 There are no background papers.

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<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet Meeting</b> <b>29 November 2017</b>
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<b>Report title</b>	Faith Covenant
<b>Decision designation</b>	AMBER
<b>Cabinet member with lead responsibility</b>	Councillor Paul Sweet Public Health and Wellbeing
<b>Corporate Plan priority</b>	People - Stronger Communities
<b>Key decision</b>	Yes
<b>In forward plan</b>	Yes
<b>Wards affected</b>	(All Wards)
<b>Accountable Director</b>	Mark Taylor, Strategic Director People
<b>Originating service</b>	Community Safety, Public Health
<b>Accountable employee</b>	Karen Samuels      Head of Community Safety Tel                      01902 551341 Email                    karen.samuels@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	People Leadership Team    30 October 2017 Strategic Executive Board   7 November 2017

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**Recommendations for decision:**

The Cabinet is recommended to:

Agree adoption of the Covenant and proposals for implementation.

## **1.0 Purpose**

- 1.1 To seek approval on the final draft covenant attached as Appendix 1 and subsequent actions post-signing.

## **2.0 Background**

- 2.1 The Covenant for Engagement was first launched in 2013 by the All Party Parliamentary Group on Faith and Society, supported by Faith Action. It provides a framework for local authorities (and partners) and the faith sector to better understand how they can cooperate. This cooperation could cover commissioning for services, supporting social actions and providing greater coordination during consultations. The Covenant has also been seen as timely, given the increasing financial pressures across the statutory sector, for service delivery contributions within the faith sector to be formally recognised.
- 2.2 There are four guiding principles for the Covenant covering freedoms to practise; equalities act adherence; recognition of the role of faith communities within the larger community; and confirmation on the importance of multiple funding streams.
- 2.3 To date, seven authorities nationwide have adopted their own version of the Covenant, including two in the West Midlands Police force area. The Covenant has been cited as good practise in both the Oasis Foundation's report on 'Faith in Public Service: The role of the Church in public service delivery', and the Commission on Religion and Belief in British Public Life's report 'Living the Difference: Community, Diversity and the Common Good'.

## **3.0 The Covenant in the West Midlands**

- 3.1 Birmingham City Council and Solihull Metropolitan Borough Council have both signed the Covenant, Birmingham being the first authority to sign up to the Covenant in December 2014. Both councils capitalised on strong inter-faith forums to promote and help write the Covenant, but worked in differing ways. Birmingham approached the Covenant as a bilateral agreement, working on very specific target priorities and in building awareness of the profile of faith groups; these priorities were outlined before the Covenant was signed. Solihull signed the Covenant as part of a 'partnership' approach, bringing in partner agencies to ensure a coherent means of working, with focus spread across a much wider range of areas. Walsall Metropolitan Borough Council are also beginning to develop the Covenant alongside their inter-faith forum.

## **4.0 Adopting the Covenant in Wolverhampton**

- 4.1 The idea for Wolverhampton to adopt the Covenant was first suggested at a meeting of the Community Cohesion Forum by the Diocese of Lichfield's Inter-Faith Officer. The concept was explored by the Community Safety Team, in conjunction with the Wolverhampton Voluntary Sector Council.

4.2 Authorities from across the country that had adopted the Covenant were contacted to clarify points and their processes, including a visit to Leeds City Council. The Community Cohesion Forum endorsed this on-going work at their February 2017 meeting, and suggested that, were Wolverhampton to adopt the Covenant, it should be approached on a partnership basis. This would be similar to the approach taken in Solihull, where a multi-agency partnership signed the Covenant alongside the faith forum, with other faith partners encouraged to sign if they wish.

4.3 As with other local authority areas that had adopted the Covenant, work has been conducted with the city's interfaith organisation, InterFaith Wolverhampton. The faith sector has been positive to the idea of adopting the Faith Covenant, due to the collaborative approach to working between the statutory sector and the faith sector.

## **5.0 Benefits for Wolverhampton if the Covenant is adopted**

5.1 Adopting the Covenant has been seen by Local Authorities who have adopted it as having a multitude of benefits. These include:

- Providing good practice evidence toward their Public-Sector Equality Duty (Equality Act 2010)
- Evidencing good practice toward the Local Government Equality Framework (Leeds cited that it assisted them in achieving Excellent)
- Enhancing safeguarding practice across the faith sector
- Promoting and celebrating city cohesion and the positive contribution of the faith sector with schemes such as the City of Sanctuary and Places of Welcome.

## **6.0 Proposals for Implementation in Wolverhampton**

6.1 Meetings have taken place, to scope and develop the Covenant for Wolverhampton. These meetings have had representation from the City of Wolverhampton Council, West Midlands Police, InterFaith Wolverhampton and the Wolverhampton Voluntary Sector Council.

6.2 It was decided that the optimum approach within Wolverhampton to adopting the Covenant would be to follow the Leeds model, to gain signatories on the Covenant initially, and use it as a vehicle for further faith engagement within the city. This was instead of planning specific goals for the Covenant before signature.

6.3 Engagement has taken place with a number of faith groups across the city, including the main representative groups for individual and multiple faiths. This was to gauge views on proposals for development of a Covenant, and seek input on shaping this. Positive views were received about the Covenant as a concept, and consensus reached on the value of its development.

6.4 Specific engagement around the Covenant has occurred with the following organisations: City of Wolverhampton Council, The Standing Advisory Council for Religious Education (SACRE), West Midlands Police, Wolverhampton Voluntary Sector Council, University of Wolverhampton, Wolverhampton Clinical Commissioning Group, InterFaith Wolverhampton, the Bishop of Wolverhampton, Wolverhampton Council of Mosques, Wolverhampton Ahmadiyya Association, Wolverhampton Council of Gurdwaras.

- 6.5 After receiving feedback on the Covenant, several changes have been made. Sections of the Covenant have been rewritten to ensure that it is in Plain English, allowing it to be understood better. The information regarding the Equality Act and adherence to it has been tightened, and wording around the design of services has also been clarified. There is now also explicit reference to the non-faith community, and the reasoning behind the Faith Covenant.
- 6.6 Post signing, it is planned that a working group would be established to progress practical areas of implementation. The working group would be made up of key signatories, including a number of faith representatives, who would meet periodically to coordinate activity under the auspices of the Covenant. A discussion would be had as to where oversight for this group would sit.
- 6.7 The subsequent working group will develop an action plan on targeted and generic work across the city, build on work already being done in areas such as the City of Sanctuary, and could provide the nucleus for a faith forum linked to the Council similar to the Faith Hub created by Leeds City Council.
- 6.8 The following areas of specific focus have been proposed for development within the first year of the Faith Covenant:
- Safeguarding within the faith sector
  - Celebrating the contribution of the faith sector to the city, and how the statutory sector can support them in their work
  - Identifying best means of engagement between statutory and faith sectors
  - Collaboration around faith and community response to incidents of resilience and cohesion.
- 6.9 The working group will identify lead organisations to take the above priorities forward in the first quarter post signing. These leads, which will include statutory, third sector and faith sector partners, will have expertise in specific areas and will be best placed to further their area of work, using the Covenant as a means to engage the faith community.
- 7.0 Post-signing proposed activity**
- 7.1 As the proposed Covenant is a Partnership approach, it will be forwarded to Partnership Boards during November 2017 for endorsement and sign-off. If sign-off is granted by Cabinet, a formal signing event is envisaged for December 2017.
- 8.0 Evaluation of alternative options**
- 8.1 The possibility of a pan Black Country Covenant was explored, however, after consulting with the other authorities, it was deemed that there were sufficient differences within the faith makeup of each area to make this logistically and practically difficult to create and implement.

## **9.0 Reasons for decision(s):**

- 9.1 CWC will be in a stronger position to work alongside its faith sector, and can utilise the Covenant as a vehicle for further faith engagement in the city. It will also provide a clear signal of the commitment the city has toward its faith sector, and acknowledges the positive contribution the sector has to the city as a whole.

## **10.0 Financial implications**

- 10.1 There are no financial implications relating to this report. Any costs arising from actions detailed in this report and attached appendices will be met from existing budgets.  
[AJ/02112017/J]

## **11.0 Legal implications**

- 11.1 The stated actions will support the Council's compliance with its Equality Duty under the Equality Act 2010, in relation to working with the faith sector. It will also strengthen the city's collective response to areas such as safeguarding and the Prevent Duty (Counter Terrorism and Security Act 2015).  
[RB/02112017/W]

## **12.0 Equalities implications**

- 12.1 The Faith Covenant explicitly references the Equality Act, and adherence to it, as a stipulation for signatory. The Covenant will ensure that working with the religion strand of the Equality Act is evidenced, and that Faith Groups adhere to the other protected strands of the Act.

## **13.0 Environmental implications**

- 13.1 There are no environmental implications.

## **14.0 Human resources implications**

- 14.1 There are no human resources implications.

## **15.0 Corporate landlord implications**

- 15.1 There are no Corporate Landlord implications.

## **16.0 Schedule of background papers**

- 16.1 APPG Faith Covenant template <http://www.faithandsociety.org/covenant/>

## **17.0 Appendices**

- 17.1 Appendix 1 - Wolverhampton Faith Covenant Draft

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<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet Meeting</b> <b>29 November 2017</b>
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<b>Report title</b>	Wolverhampton Safeguarding Boards Annual Reports	
<b>Cabinet member with lead responsibility</b>	Councillor Val Gibson Children and Young People Councillor Sandra Samuels OBE Adults	
<b>Key decision</b>	No	
<b>In forward plan</b>	Yes	
<b>Wards affected</b>	All	
<b>Accountable director</b>	Mark Taylor, Strategic Director, People	
<b>Originating service</b>	Safeguarding Boards	
<b>Accountable employee(s)</b>	Dawn Williams Tel Email	Head of Safeguarding 01902 550477 Dawn.williams@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	WSCB WSAB PLT Health and Wellbeing Board Childrens & Young People Scrutiny SEB Adults and Safer City Panel	12 September 2017 14 September 2017 16 September 2017 20 September 2017 01 November 2017 07 November 2017 07 November 2017

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**Recommendations for decision:**

Cabinet is recommended to:

1. Endorse the content of the Wolverhampton Safeguarding Adult (WSAB) Annual Report.
2. Endorse the content of the Wolverhampton Safeguarding Children Board (WSCB) Annual Report.

## **1.0 Purpose**

- 1.1 The Independent Chair of the Local Adult and Children Safeguarding Boards is required to publish an annual report, which should provide a rigorous and transparent assessment of the performance and effectiveness of local services in safeguarding children and adults (with care and support needs); and promoting the welfare of children and wellbeing of adults.
- 1.2 Working Together 2015 outlines a number of forums to which the Local Safeguarding Children Board must present their annual report; one of which is the Health and Wellbeing Board. Although there is no statutory responsibility for the Safeguarding Adults Board to present to the Health and Wellbeing Board Wolverhampton has recognised that best practice is to share the Annual report to ensure clarity regarding safeguarding activity, outcomes and responsibilities across the piste.

## **2.0 Background**

- 2.1 The Wolverhampton Safeguarding Children Board (WSCB) and Wolverhampton Safeguarding Adults Board (WSAB) are statutory bodies set up in accordance with the Children Act 2004, and Care Act 2015, respectively. The Boards are a partnership of enthusiastic members, dedicated to the improvement of practice and services that safeguard children and adults in Wolverhampton.
- 2.2 They work closely with other strategic boards including the Health and Wellbeing Board, and the Safer Wolverhampton Partnership.
- 2.3 The Annual Reports are a summary of WSCB work during 2016-17.

### **Wolverhampton Safeguarding Children Board (WSCB)**

- 2.4 This report is formally the responsibility of the independent Chair, Alan Coe. Its contents have been accepted by the WSCB. In line with statutory guidance in Working Together 2015, it will be submitted to the Managing Director of the Council, the Leader of the Council, the local Police and Crime Commissioner and the Chair of the Health and Wellbeing Board.
- 2.5 Overall, the WSCB believes that arrangements for safeguarding children in Wolverhampton during this period were effective; that there is a strong commitment to safeguarding children across the Wolverhampton partnership; and that frontline practice continues to improve.

In reaching this conclusion, we have:

- Acknowledged the findings of the Ofsted Inspection of services for children in need of help and protection, children looked after and care leavers and the Review of the



- effectiveness of the Local Safeguarding Children Board that concluded that Children's Services in Wolverhampton are 'good'<sup>1</sup>. Chapter 1 tells you more about this;
- Continued to invest in the B-Safe Team to strengthen our engagement with children and young people. Chapter 2 tells you what the team have been doing during the year;
  - Monitored data and information on a regular basis. Chapter 3 tells you about this;
  - Created a new Quality Assurance Committee to enhance our capacity to scrutinise front line practice;
  - Invited our partners to contribute accounts of the work they have carried out over the last year to safeguard children. These are summarised in Chapter 4;
  - Conducted an audit (a "Section 11" audit process [Children Act 2004]) of our safeguarding arrangements;
  - Undertaken a series of MACFAs (multi-agency case file audits) of frontline practice which have included themes such as: Implementation of WSCB Pre-birth checklist, Child Sexual Exploitation, Children whose parents have mental ill-health;
  - We published two Serious Case Reviews in 2016 – 17 and promoted the learning that came from them.
  - Updated our guidance in relation to: What is the Wolverhampton Multi-Agency Safeguarding Hub (MASH), Inter-agency Protocol for Unborn Children and Young Children, Child Sexual Exploitation (CSE) Screening Tool, CSE Pathway and associated guidance, Multi-Agency Referral Form (MARF), Wolverhampton Safeguarding Children's Board Dispute Resolution Policy, and information for staff facing allegations.
  - Overseen the implementation of the Wolverhampton combined MASH (Multi-Agency Safeguarding Hub). Wolverhampton Children's MASH was created in January 2016 and the introduction of the Adult MASH followed in late August 2016 to start to create a Whole Family MASH approach to Safeguarding both adults and children.
  - Initiated and carried out successful communication and engagement activity with the public and the workforce by: developing our new website; making engagement with faith groups a priority; undertaking a city-wide campaign 'Orange Wolverhampton' to raise awareness of violence against women and girls; and establishing a multi-agency forum for front-line staff to influence operational and strategic developments;
  - Provided training. Our training programmes are described in Chapter 6.

## **Wolverhampton Safeguarding Adults Board**

- 2.6 This report is formally the responsibility of the independent Chair, Alan Coe. Its contents have been accepted by the WSAB. In line with statutory guidance aligned to the Care Act 2014, it will be submitted to the Managing Director of the Council, the Leader of the Council, the local Police and Crime Commissioner, and the Chair of the Health and Well-being Board
- 2.7 Overall, WSAB believes that arrangements for safeguarding adults in Wolverhampton during this period were effective; that there is a strong commitment to safeguarding adults across the Wolverhampton partnership; and that frontline practice continues to improve.

In reaching this conclusion, we have:

- Continued to invest in Health Watch to strengthen our engagement with service users. Chapter 1 tells you what the team have been doing during the year;
- Monitored data and information on a regular basis. Chapter 2 tells you about this;
- Invited our partners to contribute accounts of the work they have carried out over the last year to safeguard children. These are summarised in Chapter 3;
- Provided training. Chapter 4 tells you about this;
- Updated our guidance in relation to Position of Trust Regional Policy. WSAB agreed to adopt the framework of the West Midlands Regional Safeguarding Network.
- Overseen the implementation of the Wolverhampton combined MASH (Multi-Agency Safeguarding Hub). Wolverhampton Children's MASH was created in January 2016 and the introduction of the Adult MASH followed in late August 2016 to start to create a Whole Family MASH approach to Safeguarding both adults and children.
- Initiated and carried out successful communication and engagement activity with the public and the workforce by: developing our new website; making engagement with faith groups a priority; undertaking a city-wide campaign 'Orange Wolverhampton' to raise awareness of violence against women and girls; and establishing a multi-agency forum for front-line staff to influence operational and strategic developments;
- Re-invigorated our Quality and Performance Committee to enhance our capacity to oversee front line practice;
- Conducted an audit (an "assurance statement" process) of our safeguarding arrangements;
- We published one Safeguarding Adult Review in 2016 – 17 and initiated a number of alternative learning reviews.

### **3.0 Financial implications**

- 3.1 There are no direct financial implications arising from this report. The Boards are funded from contributions from partner agencies.  
[AS/19092017/E]

### **4.0 Legal implications**

- 4.1 The Wolverhampton Safeguarding Children Board (WSCB) and Wolverhampton Safeguarding Adults Board (WSAB) are statutory bodies set up in accordance with the Children Act 2004, and Care Act 2015, respectively.  
[RB/19092017/S]

### **5.0 Equalities implications**

- 5.1 The annual reports serves to reflect that safeguarding impacts on all those protected by the Equalities Act 2010.

### **6.0 Environmental implications**

- 6.1 There are no environmental implications arising from this report.

### **7.0 Human resources implications**

- 7.1 There are no human resources implications arising from this report.

### **8.0 Corporate landlord implications**

- 8.1 There are no corporate landlord implications arising from this report.

### **9.0 Schedule of background papers**

- 9.1 None

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## **Wolverhampton Safeguarding Adult Board Annual Report 2016 -17**

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## A word from the Independent Chair, Alan Coe

Welcome to the Annual Report of Wolverhampton Safeguarding Adults Board (WSAB) for 2016/17.

This report gives information about how all agencies work together to support adults in Wolverhampton and help keep them safe, and will be my last report as I plan to retire from my role as Independent Chair in late summer.

I want to highlight the importance of close partnership working that promotes safety and wellbeing. It is the contribution of police officers, nurses, doctors, teachers, social workers and the host of voluntary and organised groups working together that makes the difference. I want to take this opportunity to thank all of those people and organisations that I have worked with in Wolverhampton. I have found there is unceasing enthusiasm and commitment from professionals to protect and support people who may be at risk. They want to do a good job and ensure all our citizens are supported in making choices and exert control over how they live their lives.



This year our annual report has some shared content with the Children's Safeguarding Board Annual Report. Keeping people safe is an inter-generational issue. We must, and do, 'think family'. For example, we need to be alive to the fact that if there are concerns about children in a family there may also be issues for adults living in the same family.

We have worked hard to make this year's report easier to read and to use as a way to help us all think more carefully about the personal contribution we can all make to the safety and wellbeing of adults.

At the point professionals are investigating allegations of abuse we are in effect recognising that something has gone wrong. Much of the role of the Board is to promote activities that prevent people coming to a point of crisis. I want to highlight three things that you will find in the report that illustrate how we try and reduce the likelihood of people needing the intervention of professional to protect and support them. They are:

- Wolverhampton Homes initiatives to identify tenants who may be at risk of becoming isolated and reducing their isolation;
- The work of Wolverhampton Voluntary Sector in reaching out to the many faith groups of Wolverhampton and support them in identifying their most vulnerable members and ensure they are protected; and
- How the Care Quality Commission, the NHS and the Council share information and intelligence about regulated homes and home care

services so they can identify which ones need to improve how they better safeguard those use their services.

I hope you find this report thought-provoking and challenging, and that it also reassures you that professionals working in Wolverhampton, and the wider community, are committed to making a positive difference to the lives of adults.

I welcome your feedback. You can do this by offering comments either by e-mail to [WSAB@wolverhampton.gov.uk](mailto:WSAB@wolverhampton.gov.uk) or on our website at [www.wolverhamptonsafeguarding.org.uk](http://www.wolverhamptonsafeguarding.org.uk).

A handwritten signature in black ink, appearing to read "Alan Coe". The signature is written in a cursive style with a large initial 'A' and 'C'.



## Formal Summary Statement

The Wolverhampton Safeguarding Adult Board (WSAB) is a statutory body set up in accordance with the Care Act 2014, and in line with the associated guidance. The Board is a partnership of enthusiastic members, dedicated to the improvement of practice and services that safeguard vulnerable adults in Wolverhampton.

Information about our work, and our current membership, plus advice, guidance and links to other useful websites is available on our website: <https://www.wolverhamptonsafeguarding.org.uk/>

We work closely with other strategic boards including the Health and Wellbeing Board, the Safer Wolverhampton Partnership and the Safeguarding Children Board.

This Report is a summary of our work during 2016-17.

**Overall, our Board believes that arrangements for safeguarding adults in Wolverhampton during this period were effective; that there is a strong commitment to safeguarding adults across the Wolverhampton partnership; and that frontline practice continues to improve.**

In reaching this conclusion, we have:

- Continued to invest in Health Watch to strengthen our **engagement with service users**. Chapter 1 tells you what the team have been doing during the year;
- **Monitored** data and information on a regular basis. Chapter 2 tells you about this;
- **Invited** our partners to contribute accounts of the work they have carried out over the last year to safeguard children. These are summarised in Chapter 3;
- **Provided training**. Chapter 4 tells you about this;
- **Updated our guidance** in relation to Position of Trust Regional Policy. WSAB agreed to adopt the framework of the West Midlands Regional Safeguarding Network. This Policy applies to concerns and allegations about:
  - **a person who works with adults with care and support needs in a position of trust**, whether an employee, volunteer or student (paid or unpaid); **and**
  - **where** those concerns or allegations indicate **the person** in a position of trust **poses a risk of harm to adults with care and support needs**.

- A variety of incidents occur in care environments that involve the conduct of employees, volunteers and students. It is likely that the Position of Trust (PoT) process will be used where the allegations are of a serious nature. The City of Wolverhampton Council's Local Authority Designated Officer (LADO) will receive referrals and co-ordinate a response to allegations against employees from the City of Wolverhampton Council and services whom the local authority commission. The Local Authority is responsible for oversight of the activity of the Management of Allegations Officers in key WSAB member agencies. To achieve this, the Designated Officer will meet with Management of Allegations leads on a 6-monthly basis to receive reports of their Management of allegations activity.

The PoT referral form is available on the Safeguarding Board website.

- **Overseen** the implementation of the Wolverhampton **combined MASH (Multi-Agency Safeguarding Hub)**. Wolverhampton Children's MASH was created in January 2016 and the introduction of the Adult MASH followed in late August 2016 to start to create a Whole Family MASH approach to Safeguarding both adults and children.
  - The Adult MASH has meant that there is now greater consistency in the way safeguarding referrals are dealt with, as the team oversee all new referrals. The intelligence gathering the Adult MASH undertakes within the team is a real benefit in strategy discussions. Having oversight of all referrals means that patterns and trends can easily be picked up and this informs the work around large scale strategy discussions that take place, for example, when there are issues around care homes etc.
  - Having the Adult MASH and Children's MASH co located has meant that the sharing of information in families that have both children and adults has started to develop and enrich the work of the team to ensure there is more joined up work, which promotes our 'think family' ideology.
- **Initiated and carried out successful communication and engagement activity** with the public and the workforce by: developing our new website; making engagement with faith groups a priority; undertaking a city-wide campaign 'Orange Wolverhampton' to raise awareness of violence against women and girls; and establishing a multi-agency forum for front-line staff to influence operational and strategic developments;
- **Re-invigorated** our **Quality and Performance** Committee to enhance our capacity to oversee front line practice;

- Conducted an **audit** (an "assurance statement" process) of our safeguarding arrangements;
- We **published** one Safeguarding Adult Review in 2016 – 17 and initiated a number of alternative learning reviews.

Chapter 5 contains an overview of what we have learnt as a Board, whilst Appendices B - E contain more details about our membership, structure and finances.

Chapter 6 sets out our priorities for the year ahead.

This report is formally the responsibility of the independent Chair, Alan Coe. Its contents have been accepted by the WSAB. In line with statutory guidance aligned to the Care Act 2014, it will be submitted to the Managing Director of the Council, the Leader of the Council, the local Police and Crime Commissioner, and the Chair of the Health and Well-being Board.

## Chapter 1: How we engage with our service users

The work of WSAB is underpinned by the six safeguarding principles:



WSAB is committed to listening to the voice of those that experience safeguarding services in Wolverhampton. We commissioned **Healthwatch Wolverhampton** to conduct a **research project** with adult service users to gain further insight into their experiences of safeguarding, being alert to the principles as outlined.

The project, known as the '**Safeguarding Experiences Review**' consisted of two parts:

**Part One** involved a **series of focus groups** facilitated by One Voice, consisting of carers, service users and advocates to discuss their views on safeguarding and their understanding of the processes in place to support them if they had a safeguarding concern.

**Part Two** consisted of **structured interviews with adults** who have been through a safeguarding review to better understand their experiences.

The September 2016 WSAB received a detailed report of the findings of this review. The findings of the review are summarised as follows:

### Part One

**Awareness of Safeguarding:** Most participants did not understand the term "safeguarding" and there was a general lack of awareness of the people and systems in place to protect them from abuse and neglect.

**Trust of Professionals:** There was general distrust of professionals who were sometimes seen as unhelpful. Participants felt that it takes a long time to get action from a professional leading to change, during which time people are still in the vulnerable situation.

**Access to Support:** Some of the participants with mental health issues felt that there was “too much pressure on resources and too little care for patients”. There was a shared perception that social workers “only seem to visit when they want to reduce the money available for care” and they have little concern for what happens afterwards.

**Access to Information:** None of the participants had a clear idea of where to go for help or what services were available

**Role of Advocates:** Those participants who had used advocates, felt that they were better able to access the help they needed and that advocates had facilitated this more quickly.

**Choice:** It was felt that, whilst Direct Payments offered choice, this choice can only be effective if people have both capacity and knowledge about what is available.

## Part Two

For the second part of the project, the City of Wolverhampton Council supplied Healthwatch Wolverhampton with the contact details of 77 adults who had experienced a safeguarding review and had consented to participate in the research. Having contacted these individuals, seven agreed to be interviewed for the Safeguarding Experiences Review, which is equivalent to a self-selecting sample size of 9%. The interviews were conducted face-to-face using a structured questionnaire with a blend of closed and open questions.

**Reporting the Safeguarding Concerns:** For the people who did not already know, it was difficult to find out who to talk to at the Council about their safeguarding concerns. Most said that their concerns were listened to and that the safeguarding process was explained, but not all. Provision of an information leaflet and the offer of advocacy support was inconsistent.

**Managing the Safeguarding Concerns:** There was a general feeling that the participants' views and wishes were listened to, that they felt involved in all decisions and were kept informed of progress at all stages.

**Outcomes of the Safeguarding Concern:** The agreed actions fully matched what four of the respondents wanted to happen and partially matched for two of them, who felt that they were happy with the agreed outcomes, but that

the follow through was lacking. Four respondents fully agreed that the actions helped them to feel safe, one partially and one did not know. The reason given for the partially safe response was that their situation began to change shortly after the enquiry, but they received no follow-up support as the case had been closed.

**Feedback on Experiences and Improving the Safeguarding Process:** Two of the respondents offered very positive comments about their experiences of the safeguarding process. The first of these said that there was “nothing to be improved”. She reported that she was “always kept safe” and well informed and that the process was effectively managed. The second respondent to make positive comments had been through the process twice and the second time was much improved on her first safeguarding review. The second time, she “was made to feel very safe” and she had the support of an advocate so “felt listened to”. Her experience of the process first time left her feeling “unlistened to and not believed in what [she] was saying”.

Three of the respondents provided negative feedback. For one of these individuals, there were strong feelings of not being listened to or her wishes being taken into account. Feedback from another respondent related to the poor follow up after the Safeguarding Plan had been agreed. It was agreed that there would be a review of her situation, but this never took place. When she tried to contact the authority to chase the review “no one followed up [her] calls” and she was later told that her case was closed.

One of the participants offered some constructive feedback on how to improve the safeguarding process, including an easy read flowchart, customizing information for “different types of individuals” and clearly communicating the timescales for feedback. These ideas were considered from a broader perspective in the recommendations of the report.

This research project told us that there was more to do: in publicising the MASH (multi-agency safeguarding hub) and its function in safeguarding adults; and in being creative in the way that service user feedback is gained.

When the Adult MASH was created, a launch did take place to promote its existence alongside variety of publicity activities to engage partners and the general public. The team have gradually, over time, been able to develop close links with partner agencies, such as the CQC, care home providers a range of health staff etc. Local councillors were invited to visit the MASH to learn more about how the Adult MASH works and regularly make referrals into the team.

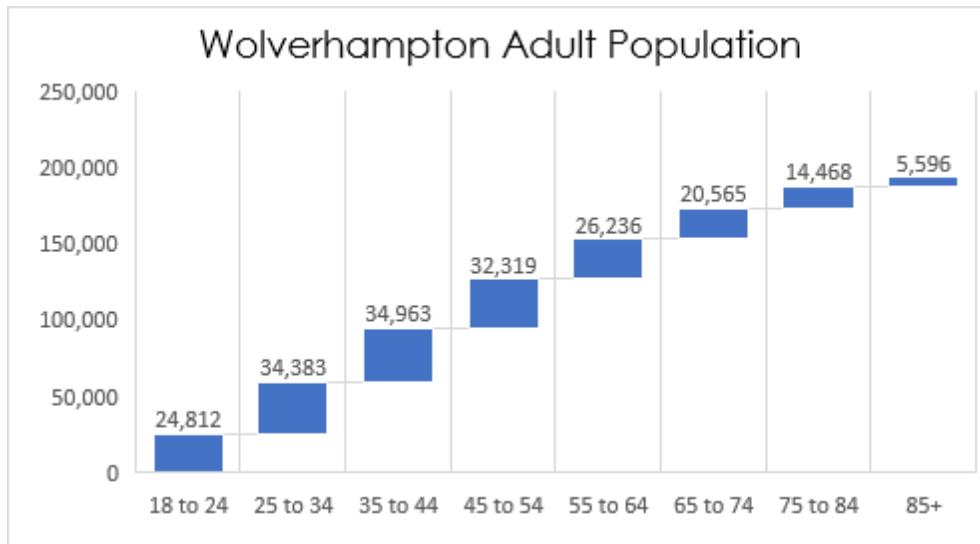
Strategic and Operational MASH boards take place regularly which include all MASH partners and the work of the Adult MASH is promoted there. However, there is clearly more to do and the Board will be addressing this in the coming year.

Other authorities are planning to develop an Adult MASH and we regularly have visits from other local authority areas. For example, a nearby Black Country conurbation local authority have recently visited us to view how we do things in Wolverhampton.

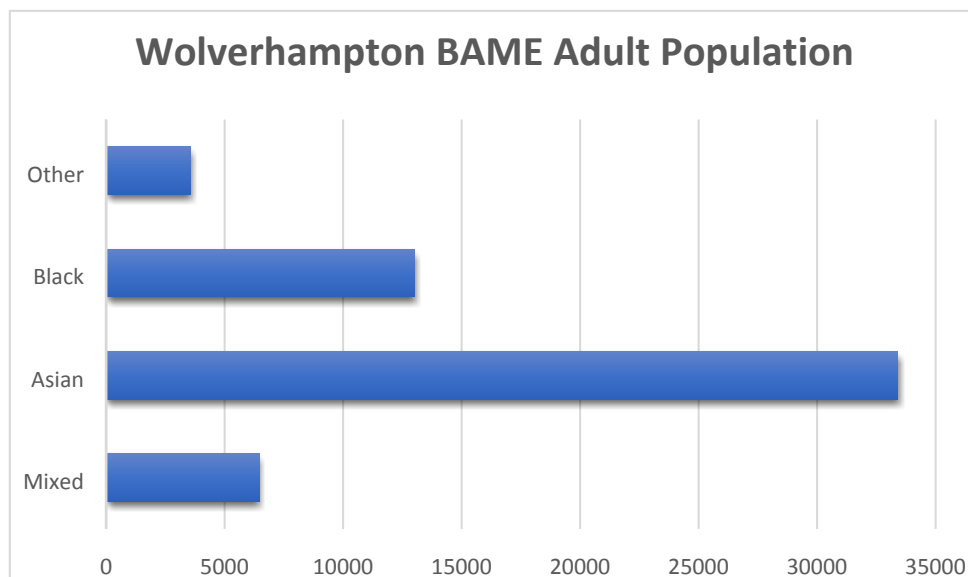
Furthermore, in line with our commitment to ensure that the voice of our service users shape what we do, WSAB have commissioned Healthwatch Wolverhampton to undertake another piece of work – to set up a Service User Reference Group. This is a key engagement priority for 2017 – 2018.

## Chapter 2: Some facts, figures and case examples

The total population of Wolverhampton is 249,470. The following table shows the age ranges for the adult population (193,342 total).



63,701 belong to Black, Asian or Minority Ethnic (BAME) communities (this equates to 32.9% of the total adult population).

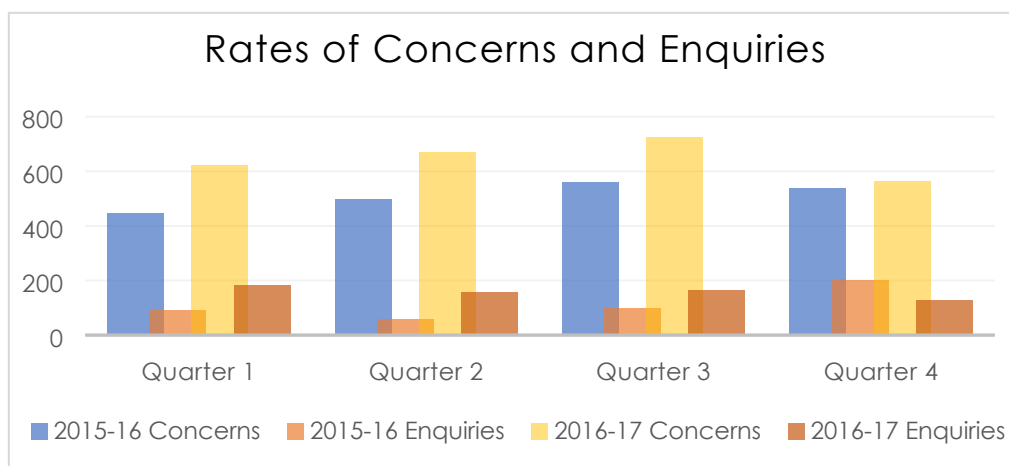




The adult population in Wolverhampton have access to a range of services, all of which have a duty to identify and respond to safeguarding concerns and promote wellbeing. Chapter 3 summarises this for each partner agency.

Under the Care Act 2014 the Local Authority has lead responsibility for co-ordinating safeguarding responses. The overall number of adult service users (over 18) receiving Local Authority services (provided or commissioned) in 2016-17 totalled 3,327, of which 1,011 were younger adults (18-64), and 2,316 were older people (65+).

Also within the reporting year a total of **2578 safeguarding concerns** were reported to the adult Multi Agency Safeguarding Hub (MASH); this is significantly higher than both regional and national averages. Wolverhampton performs very well with in excess of 90% of alerters (persons raising concerns) receiving feedback. Approximately 25% (**633**) of reported safeguarding concerns lead to a **full safeguarding enquiry** (under Section 42 of the Care Act 2014), this is low compared to the national average of 45%, and regional average of 32% However, the actual rate (number) of Section 42 enquires undertaken is in line with national and regional averages.



During Section 42 enquiry the person at risk is given an opportunity to voice their desired outcome(s) in relation to the investigation. During 2016-17 95% of desired outcomes were recorded as being met, furthermore, in excess of **85% of service users reported that services made them feel safe.**

### **Deprivation of Liberty Safeguards**

The Deprivation of Liberty Safeguards (also known as 'DoLS') are rules laid down in the law that aim to protect people in care homes or hospitals who lack mental capacity to make decisions about where they live, and what care and/or treatment they need.

When people receive care and support in care homes or hospitals, and restrictions have to be used for their safety, the Deprivation of Liberty Safeguards aim to make sure that the care and treatment they receive is both in their best interests and the least restrictive option available to keep them safe. The safeguarding service within the Local Authority has a dedicated team of Best Interest Assessors (BIAs) that lead the assessment process.

Every local authority is required to report to NHS Digital, Social Care Collections, on an annual basis, to provide the number of referrals received for a 'DoLS' assessment, and the Local Authorities performance against national performance measures. The NHS publish an annual report, this is currently awaited.

Wolverhampton, along with all other local authorities, have been impacted by the changes made by the Cheshire West Supreme Court judgement in 2014. This lowered the thresholds for what constituted a Deprivation of Liberty, resulting in a significant increase in the number of assessments required and creating delays in the timeliness of completion of assessments. The Local Authority have identified this as a risk and plan to significantly invest in this service area to address this in 2017-18.

"Safeguarding", in its simplest form, is the recognition of individuals who may be at risk of harm from themselves or others; and once identified, that these individuals receive services that help and protect them. Please find below some examples of what this can 'look like' in practice:

### **Case Study 1**

West Midlands Ambulance Service (WMAS) initially received a 999 call for an elderly patient in Cardiac Arrest at a Nursing Home specialising in Dementia and Parkinson's care. On arrival at the home the Ambulance crew could not gain entry to the property and had to get Ambulance control to telephone the home to get the staff to open the door delaying patient care. On examination of the patient it was discovered the patient was not in cardiac arrest but very poorly. The patient was known to be acutely unwell and had saw her own GP the day before, the patient had also not been given any Paracetamol despite having a chest infection and high temperature. The patient had not been checked on for a number of hours until being found in a very poorly state and the ambulance being called. The attending clinicians started treatment but the patient then went into cardiac arrest and following resuscitation attempts the patient sadly died.

Due to concerns around gaining access to the property, the level of care and supervision of an obviously very poorly patient the attending crews made a safeguarding referral to social care via the dedicated referral line that is easily

accessible and highlighted their concerns for the other vulnerable residents in the home. Social Care have launched an investigation into this case.

This case demonstrates that the Ambulance Service recognised that the level of care being provided to this and potentially other residents was not of a sufficient standard. A referral was made to Social Care in order that a full investigation takes place. This would include police and the Care Quality Commission and shows how a number of agencies share information and work together to safeguard vulnerable adults.

### **Case Study 2**

DS aged 72. An Estate Manager (Wolverhampton Homes) visit led to identification of poor living conditions, concern about her well-being due to no food in the flat and significant fire risk due to being a heavy smoker. DS was deemed to have capacity although felt to have mental health issues, which manifested themselves by DS living the way she does. The plan included to fit a fire suppression system in the flat to reduce the risk of fire. Plus, Wolverhampton Homes has regular contact with a Social Worker and a mental health assessment was organised. In respect of immediate support - food parcels were arranged.

This case shows that although DS was deemed to have capacity i.e. the ability to make appropriate decisions for herself there was still some concern about her wellbeing. Immediate issues, such as food, were addressed straight away and referrals made to other services for assessment and ongoing support. Again, evidencing how a wide range of services work together to provide help and protection.

### **Case Study 3**

Police launched a financial investigation into a Carer who looked after two service users who reside in supported living accommodation in Wolverhampton. One victim has cerebral palsy (spastic quadriplegia) and is wheelchair-bound, the second lacks capacity to manage finances. From documentation, there were unauthorised transactions totaling £9890 over a period of three years and eight months.

The offender was charged with two offences of Fraud by Abuse of Position and received the following sentence: two years imprisonment suspended for two years, 120 hours unpaid work, eight days rehabilitation activity requirement.

This case shows that, sadly, some individuals elect to use their position of trust to abuse others and that abuse can take many forms. In such a case the Police would liaise with a Designated Officer within the local authority that would co-ordinate a range of actions under safeguarding procedures, criminal inquiries and disciplinary procedures to prevent any repeat abuse.

## Chapter 3. Individual Agency Assessments

This chapter summarises what WSAB board partners have told us. Full submissions can be accessed electronically via the safeguarding boards website ([www.wolverhampton safeguarding.org.uk](http://www.wolverhampton safeguarding.org.uk)) or on request to the Wolverhampton Safeguarding Board Business Unit:

**The Black Country Partnership Foundation Trust (BCPFT)** is a major provider of mental health, learning disability and community healthcare services for people of all ages in the Black Country.

They provide:

- Mental health and specialist health learning disabilities services to people of all ages in Sandwell and Wolverhampton
- Specialist learning disability services in Walsall, Wolverhampton and Dudley
- Community healthcare services for children, young people and families in Dudley

There are over 2000 staff working in the Trust. Staff carry out a wide range of roles, working together to provide integrated care and support to all those using BCPFT services. Frontline staff working in the trust include:

- mental health nurses
- psychiatrists
- social workers
- healthcare support workers
- health visitors
- school nurses
- allied health professionals (such as psychologists, occupational therapists, and speech and language therapists)

BCPFT identified the following priorities for 2016/17:

- To enhance electronic recording systems
- To work with local authorities across the region to clarify the process for 'causing an enquiry to be made' when trust staff are asked to undertake enquiries under Section 42 (Care Act 2014)
- Conduct routine audits of advice calls

Over the year BCPFT Safeguarding Adults Team has worked closely with the Trust Governance Assurance Unit on the Datix electronic recording system. This has meant that Action Plans from learning reviews such as Safeguarding Adults Reviews, Domestic Homicide Reviews and Serious Case Reviews can be monitored more effectively.

Whilst these improvements to the system are very welcome the Trust has recognised that there is still scope for further enhancements and this will be a key priority for 2017/18.

BCPFT is a virtual partner of the Wolverhampton (whole family) MASH (multi-agency safeguarding hub). Building on work already completed a key priority for the coming year is to benchmark 'what good looks like' for Section 42 enquiries in support of Trust staff when asked to lead on these.

The annual audit of advice calls has highlighted an increase in the volume of calls received by the Safeguarding Named Nurses over 2016/2017, as compared to previous years. This highlights the importance of the Named Nurse role and evidences impact of their 'promoting the safeguarding agenda' through Named Nurse Question and Answer sessions and quarterly link nurse forums. Both of these promote safeguarding and especially 'think family'.

Learning from case reviews is shared across the Trust through a Learning Lessons Bulletin and through the Trust's Safeguarding Forum. Recent learning has informed a review of the Did Not Attend/No Access Policy, the Domestic Abuse Policy and the Care Programme Approach Policy. Annual audit schedules are also aligned to lessons learnt.

The annual audit of training compliance evidenced an improvement in training compliance for 2016/17 and a Named Nurse is a representative on the Joint Learning and Development Committee.

The Trust has also centralised their system for reporting and monitoring DoLS (deprivation of liberty safeguards) applications resulting in the Safeguarding Adult Team being enabled to audit the number of DoLS and monitor through to conclusion. Furthermore, Trust safeguarding training has been updated to include DoLS and MCA (Mental Capacity Act) legislation. The Trust also has 22 members of staff trained to deliver WRAP training i.e. raising awareness of the 'prevent agenda' (preventing radicalisation and extremism).

**The Royal Wolverhampton NHS Trust (RWT)** is one of the largest acute and community providers in the West Midlands having more than 800 beds on the New Cross site including intensive care beds and neonatal intensive care cots.

It also has 80 rehabilitation beds at West Park Hospital and 54 beds at Cannock Chase Hospital.

As the second largest employer in Wolverhampton the Trust employs more than 8,000 staff.

The Trust provides its services from the following locations:

- New Cross Hospital - secondary and tertiary services, maternity, Accident & Emergency, critical care and outpatients
- West Park Hospital - rehabilitation inpatient and day care services, therapy services and outpatients
- More than 20 Community sites - community services for children and adults, Walk in Centres and therapy and rehabilitation services
- Cannock Chase Hospital – general surgery, orthopaedics, breast surgery, urology, dermatology, and medical day case investigations and treatment (including endoscopy)

RWT identified the following priorities for 2016/17:

- Development of RWT Safeguarding Training Programme for 2016 – 2019
- Review of RWT safeguarding team structure
- Update Safeguarding children and adult policy in 2016//17
- Development of RWT PREVENTS Policy
- Development of monthly safeguarding briefing
- Contribution to the organisation audit process

The RWT Safeguarding Training programme continued to be delivered throughout 2016/17 in line with the Intercollegiate guidance; and a key priority for 2017/18 is to develop a refreshed delivery programme ready to commence in May 2018.

The review of the RWT safeguarding team structure has been scoped within the year and business case developed, which is due to be ratified through Trust governance arrangements in July 2017; with the aim of having all posts recruited to by the end of 2017.

The RWT Safeguarding Children and Adult Policy was reviewed and updated in January 2017. The next priority for policy development is 'Prevent' and this is expected to be finalised towards the end of 2017.

In respect of a monthly safeguarding briefing the RWT Safeguarding Group have met on a monthly basis, after which, either a formal briefing or the minutes are published across the Trust.

RWT Safeguarding Audit Process as part of the wider Trust audit programme has been maintained throughout the year.

RWT priorities for the coming year are to:

Continue to work with partners in MASH to ensure effective outcomes for vulnerable clients.

Focus support to the Emergency Department (ED) to ensure victims of domestic abuse are identified and supported in Wolverhampton.

Review RWT safeguarding adult policy in 2017/18.

Review current performance data provided to WSAB and work with key partners to ensure appropriate reporting that is fit for purpose and meaningful.

Consider 'themes' or 'topics' that might be beneficial to report on with emphasis on quality outcomes and evidence.

Review current safeguarding supervision arrangements in RWT.

Develop a Safeguarding Adult Training Strategy (and programmes for Level 1 – 4) to reflect the new guidance for health.

**West Midlands Ambulance Service NHS Foundation Trust (WMAS)** provides an emergency ambulance service to Birmingham, Coventry, Shropshire, Herefordshire, Worcestershire, Staffordshire, Warwickshire and the Black Country conurbation. This covers an area of more than 5,000 square miles and a population of 5.6 million. WMAS employs around 4,000 staff.

Many people think that ambulance services only take people to hospital. In fact, less than 60% of patients are taken to an Emergency Department with the rest either being treated as the scene, given advice over the phone or taken to another service such as a GP or minor injuries unit.

WMAS also provide non-emergency patient transport services for some of the region.

WMAS are monitored and audited externally by Care Quality Commission (CQC) who in their recent review deemed the service as outstanding. Lead commissioners regularly review our processes and Peer reviews are undertaken by other Ambulance services. These are supplemented by Internal audit reports and regularly monitoring referrals.

WMAS welcomes feedback from partner agencies and responds to adversity in a timely manner.

WMAS also partake in audits with all seven Safeguarding Adult Boards where required.

WMAS have a dedicated Education and Training department who are responsible for the delivering and auditing of training. All WMAS staff members receive Safeguarding training, however the method and level of training varies dependent on individual job roles. Training is delivered via Mandatory Workbooks, face to face and E-Learning packages. WMAS as an organisation

collates and disseminates learning from SAR/DHR's and use that feed into policies and procedures.

WMAS Safeguarding team members attend multi-agency training at a variety of levels.

WMAS is a responsive organisation with education and information on the trust website which is available externally and the Safeguarding team works closely with PALS and our Patient Experience team to collect and collate feedback from services users to feed into training, information, policies and procedures where appropriate.

WMAS has been involved in a number of safeguarding vulnerable adult cases across the region and for the 2016/2017 period we have participated in 18 Safeguarding Adult Reviews and 19 Domestic Homicide Reviews.

WMAS has made 21,386 Adult Safeguarding referrals to the relevant Local Authorities.

WMAS priorities for the coming year are:

Safeguarding referral line and process to be audited to ensure a high standard both verbally and electronically, findings to be reported and monitored by the WMAS Safeguarding Team and reported to the appropriate boards both internally and externally where necessary.

Ensure Safeguarding training remains high on the agenda for all operational staff, is included in the yearly Mandatory training workbook for all WMAS employees and awareness of current high-profile cases/topics are disseminated to all staff via the weekly briefing and clinical times which are both available to all staff electronically.

To streamline working practices around our engagement with partner agencies to build stronger working relationships. Ensure engagement with CDOP, SCR, DHR's, Board meetings continue taking place via a number of methods – submission of reports, case studies and attendance when required.

To ensure adherence to the Care Act – Working with boards, genuine referrals sent to the correct partner agencies e.g. Mental Health, Social Services.

**West Midlands Fire Service (WMFS)** is the second largest brigade in the country and delivers emergency response, education, prevention activities and keeping businesses safe across the West Midlands. WMFS vision is “making the West Midlands safer, stronger and healthier” through:

**Prevention** Focusing on the most vulnerable residents to keep them safe from fire and encouraging healthy lifestyles



**Protection** The Fire Safety team works with employers to protect people and their premises

**Response** Firefighters aim to get to emergencies within five minutes

Across the West Midlands region there are 38 Fire Stations, 41 Fire Engines, 19 Response Vehicles and 58 Technical Rescue Experts.

WMFS team of Vulnerable Persons Officers work with individuals with multiple and complex needs to reduce their risk and vulnerability to fire. WMFS officers engage with a wide range of partners to identify and reduce other risk factors. WMFS has updated its safeguarding policy and alert process following a restructure and the introduction of The Care Act 2014. Following all serious and fatal fires, the service instigates its Serious Incident Review process, when the casualty was known to or in receipt of services from partners. This learning review is conducted with the involvement of those partners and seeks to identify recommendations for improvement in policy, process and practice across the system.

During 2017/18 WMFS will undertake an extensive piece of work to further improve policy, process and practice in relation to safeguarding. This work will also ensure the training of its workforce in relation to safeguarding. This will include specific themes e.g. MSP (making safeguarding personal).

The frontline workforce, operational personnel and Vulnerable Persons Officers will, over the coming months, undertake training to deliver 'brief interventions' which includes falls and winter warmth and will make appropriate onward referrals to services as a result.

**West Midlands Police (WMP)** is the second largest police force in the country, covering an area of 348 square miles and serving a population of almost 2.8 million. The force is divided into eight Neighbourhood Policing Units, each headed by a Chief Superintendent and containing police officers, police community support officers and special constables. There are also a range of specialist departments, one of which is the Public Protection Unit. The Adults at Risk Team sit within the Public Protection Unit.

In November 2016 WMP introduced new operational response principles (for all people contacting WMP, not just Vulnerable Adults), which included the introduction of a new grading policy to support the identification of the most suitable Primary (initial response) and Secondary (Investigation management and outcome) investigation resource. For Vulnerable Adult investigations, this equates to Primary investigations primarily being undertaken by Force Response resources supported by the WMP Public Protection Adults at Risk team as detailed below, and the secondary investigation being undertaken

by a mix of the Adults at Risk Team and other WMP teams dependent upon the severity and nature of the incident.

The Adults at Risk team have specific responsibility for investigations in the following areas:

- Investigations where the suspected abuser is a person carrying out the role of 'carer' to the Adult at Risk.
- Adult at Risk suspicious deaths – if this is identified as a homicide then this is transferred to our Homicide Team, if there are associated criminal matters or it remains a coroner's file only then it remains with the Adult at Risk Team.
- Investigations into allegation of sexual abuse where the victim is an Adult at Risk.
- Investigation of incidents where a pattern or sustained or repeat targeting of an 'adult at Risk' has taken place.
- Allegations of abuse / neglect or financial abuse where the victim and offender are Adults at Risk.

The approach outlined above allows WMP to have a risk and harm based approach to the Vulnerable Adults investigations reported to WMP, and is supported by bespoke Safeguarding activities delivered through frontline officers (Neighbourhood and Response), the Adults at Risk team, and other third Sector Partners.

West Midlands Police is working with the Wolverhampton Safeguarding Board to assess the impact of developing a MASH (Multi Agency Safeguarding Hub) for Vulnerable Adults within the local authority area. Initial findings have been positive with an increase in referrals to WMP, and an increase in the investigations managed by the WMP PPU Adult at Risk team.

West Midlands Police are monitored and audited externally by Her Majesty's Inspectorate of Constabulary (HMIC) through their PEEL (Police Effectiveness, Efficiency and Legitimacy) and Thematic Inspections, and also through the Independent Police Complaints Commission (IPCC) who investigate serious complaints made against Police Officers within England and Wales.

This external auditing is supplemented by Peer reviews undertaken by the other Forces, and Internal Audits and reviews undertaken by the WMP Strategy and Direction Unit, and the WMP Public Protection Unit (PPU) Service Improvement team. This is supplemented at an operational level through Force and PPU Departmental Threat Review Meetings each morning and afternoon, and daily management and oversight of operational responses through the creation of investigative strategies and case management reviews.

The information from the external and internal Audit and Inspection regimes, supplemented by effective practice identified from other force areas, has also been used to create the WMP Adults at Risk policy, which is in the final stages of review and sign off.

The West Midlands Police “WMP2020 Change Programme”, created following extensive consultation with their staff, the public, and Partners, is a radical overhaul of all aspects of business with people and technology at its heart. The first phase of changes was delivered in November 2016, and the second phase is now underway. The approach has six fundamental principles underpinned by a series of outcomes, all of which will either directly or indirectly support the activity of the Adult Safeguarding Board and Vulnerable Adults within the West Midlands area.

**Public Health and Wellbeing (PH)** is a department that sits within the People Directorate of the City of Wolverhampton Council, tasked with the responsibility for reducing health inequalities and improving the health and wellbeing of the local population. The department aims to influence the planning and delivery of integrated local services, informs commissioning decisions, based on assessed local need; identify and tackle factors that impact upon health and wellbeing; engage with communities in the improvement of their own health and wellbeing, and provide advice on making the best use of collective resources.

In practice this means that PH have assurance roles at various Boards, committees and scrutiny panels across the City. There is a robust process for monitoring performance against service specifications, primarily for public health contracts, to provide assurance on the quality of service provision. The PH service has also been involved with care home quality reviews and closures.

All PH staff undergo mandatory safeguarding training as part of corporate requirements. The department induction pack has been revised to ensure that all new starters and temporary staff are signposted to safeguarding training at a level appropriate to their role. The induction pack also contains contact details for MASH, in the event that there are any concerns about a vulnerable adult.

PH will continue to adhere to the safeguarding process, fulfilling individual and corporate responsibility to highlight concerns, prioritising engagement with service users and the public as part of any service review.

**Safer Wolverhampton Partnership (SWP)** provides strong governance for delivery against the city's Harm Reduction and Community Safety Strategy

2017-20, monitored through a performance management framework. The strategic priorities of Reducing Reoffending, Violence Prevention and Reducing Victimisation have cross-cutting elements for WSAB and WSCB.

DHR learning is embedded into organisations and learning is disseminated widely.

Case management support, and specialist interventions are commissioned to provide support for those who may be at risk of or involved in youth violence and gang related activities to provide support for the young people to exit such life styles and remain safe.

SWP provides direct safeguarding cross-sector support to partners, e.g. annual address at the Keeping Children Safe in education conference highlighting the requirements of schools under the prevent duty.

SWP takes responsibility for WRAP training to ensure that internal staff and our partner agencies have a full understanding of the Prevent agenda and their responsibilities within that. 94% of all schools have received the training and over 12,000 individuals from partner agencies and the Council since July 2015.

SWP funds several specialist posts including MARAC (Multi-agency risk assessment consortium) Coordinator, trainer and IDVA (Independent domestic violence advisor) posts, both of which sit within WDVF (Wolverhampton Domestic Violence Forum) to ensure that victims of domestic violence are supported and have the correct security and support in place to exit from harmful lifestyle. Provision is integrated into the city's safeguarding arrangements.

SWP has mapped communities across the city which may be more vulnerable to FGM (female genital mutilation) to inform targeted communications and support to challenge cultural acceptance of VAWG (violence against women and girls) and increase confidence in reporting.

SWP will contribute to WSCB and WSAB priorities by:

- Strengthening the integration of pathways into MASH (Prevent and modern slavery);
- Continue to disseminate learning from DHRs (domestic homicide reviews);
- Continue delivery of WRAP training form frontline practitioners and communities;
- Increase the provision for hate crime reporting centres within the city; *and*
- Increase awareness and understanding of modern slavery across the city and build confidence of victims to report.

**Wolverhampton Homes (WH)** is an 'arm's length management organisation (ALMO) that manages the 23,000 council houses across Wolverhampton. WH want to provide great homes in clean safe neighbourhoods where tenants can access training, skills and job opportunities. Each year WH reports to the Council about plans for the year ahead, set out in the 'Great homes. Great places' business plan.

WH is working to develop a culture that does not tolerate abuse or neglect and which encourages people to raise concerns in accordance with procedure. Our safeguarding policy and supporting procedures/guidance fit within this overall responsibility. They relate specifically to adults or children who are being abused or neglected by others, or who are at risk of being abused or neglected by others.

WH sees its role on the Safeguarding Board as being important not only in terms of representing the company itself but in terms of housing providers being key partners in the safeguarding agenda due to their presence in local communities and their ability to reinforce the message that safeguarding is everyone's business.

WH recognises the importance of monitoring all reports of suspected or known abuse and copies of all safeguarding referrals are sent to the Head of Community Investment and the MASH Housing Officer to ensure that the procedure has been followed, to check on the quality of information being provided to the MASH and to identify any trends which may require a response in terms of procedure and / or service delivery.

WH attends MARAC weekly and contributes to information sharing in relation to Barnardo Screening DV referrals. In this period WH has mainstreamed the IDVA post which was initially hosted by WH but funded by WDVF and made the formerly temporary MASH Housing Officer post permanent.

Working with social care, the safeguarding procedure has been amended to ensure that there is early identification of families whom are at risk of eviction due to arrears/anti-social behaviour to allow intervention that aims at preventing homelessness.

The allocation of property is monitored on a regular basis to ensure equality against protected characteristics including age and disability.

WH attends the Council's Place Partnership Safeguarding Meeting.

In April 2016 Wolverhampton Homes published its Modern Slavery Statement and hosted a Contractor Event in May 2016, which included presentation on safeguarding and modern slavery to a wide range of our contractors and partners. This was a way to reinforce the message around

safeguarding/keeping people safe and to ensure contractors and partners are complying with our Contractor Safeguarding Procedure.

WH has begun work on a new telephone befriending service, in partnership with Age UK Wolverhampton; is working in Partnership with One Voice to provide a telephone befriending and Get Active service - Targeting Disabled Person Project; with the Listening Centre to provide Counselling Sessions to support to tenants with mental health issues; and with Square Pegs and Round Holes to support young women on the fringes of guns and gang culture.

WH staff also volunteer at New Cross Hospital (Dementia Ward) and working with Alzheimer's Alliance.

WH has worked hard to ensure that training is in formats appropriate to the work we do. There is clear procedural guidance and supporting information available as well as members of staff who can give advice and support in more complex cases.

WH recognises that one area which needs improvement is the way in which we communicate key safeguarding message to tenants. Further consideration on how best to achieve this will form part of on-going discussions around safeguarding generally.

#### Supporting People in Need Project

When the project was first launched (April 2016) we focused on tenants who were already identified as being our high scoring vulnerable / red cases whom we have had no meaningful contact with for 18 months.

Between April and October 2016, our Estate Managers contacted just under 1000 tenants. Following a detailed assessment of individual needs, 73% of them required some form of help.

- 24 safeguarding referrals were made to Social Services.
- 336 referrals were made to our in-house support teams.
- 456 referrals were made to specialist agencies.
- 26 tenancy breaches were identified, measures were discussed and referrals were made to the council's Green Team who have helped tenants clean up their homes and take control of their lives.
- 31 referrals were made to our in-house telephone befriending service.
- 18 cases of domestic violence were identified and referrals were made to MARAC. Specialist support is now in place and we've implemented additional home security measures.

- 6 cases of hate crime were identified; the victims were referred to LGBT Network Wolverhampton and to Disability One Voice.

Since the appointment of our dedicated SPIN Estate Managers in November 2016, they have contacted and assessed 1748 tenants. Of those contacted, 55% required additional support:

- 956 (55%) cases contacted - need additional support and therefore require regular / frequent contact from Wolverhampton Homes and/or external agencies.
- Our aim is to have assessed and have contacted all high need / red cases by 31st December 2017 – and as part of this, determine how many of these cases would benefit from on-going contact and support.

**Healthwatch Wolverhampton** is a consumer champion for Health and Social Care and, as such, engages with vulnerable individuals on a daily basis. Staff recognise when it is necessary to raise a safeguarding concern and have put this into practice on many occasions which has contributed to improving outcomes for the vulnerable adults concerned.

All Healthwatch staff have completed online safeguarding training, with some staff attending additional courses to improve their awareness and understanding of safeguarding.

As a partner agency, Healthwatch Wolverhampton can contribute a community perspective on quality issues with provision of health and social care services to promote the welfare of adults with care and support needs.

One of the ways we will hold partners to account is through our statutory powers to 'Enter and View' any premises within the City where health and/or social care activities are delivered. We will observe and report on any areas of concern brought to our attention from service users, their carers, staff and other sources.

As part of our core business, Healthwatch listens hard to people, especially the most vulnerable, to understand their experiences and what matters most to them. We will continue to work with the Safeguarding Adults Board to reflect the views of our network (as outlined in Chapter One).

**Wolverhampton Clinical Commissioning Group (WCCG)** is the leader of the local NHS. WCCG commissions (buy and monitor) everything from emergency/A&E care, routine operations, community clinics, health tests and checks, nursing homes, mental health and learning disability services. As a commissioner, it is the role of the WCCG to ensure that the services that are

brought from a range of providers, including RWT and BCPFT, are of high quality and appropriate for the health needs of the City.

The effectiveness and safety of care provided at hospitals and other care environments is of utmost importance. The WCCG has a rigorous regime of inspection, working in partnership with the local Council and the Care Quality Commission (CQC) to monitor the quality and safety of services.

The WCCG works closely with Public Health to promote healthy lifestyles and commission services that help people to make healthier life choices.

The WCCG identified the following priorities for 2016/17:

Implementation of the NHSE Intercollegiate Guidance for Safeguarding Adults. This has been integrated into the WCCG Provider Contracts within the Safeguarding Dashboards.

Greater scrutiny of Provider performance using Dashboard and Reporting Framework. The Dashboard and Reporting Framework is currently being included in WCCG Provider Contracts. Exceptions are reported to provider Clinical Quality Review Meetings and Provider Safeguarding Forums, which are attended by WCCG Safeguarding Team.

Introduction of Adult Safeguarding Lead role within WCCG. There has been a Designated Adult Safeguarding Lead in post Since September 2016.

Development of public facing WCCG Safeguarding Internet page with appropriate links to WSAB/WSCB and Wolverhampton Safeguarding websites. This has been completed and can be found at:

<https://wolverhamptonccg.nhs.uk/your-health-services/safeguarding>

Development of specific WCCG Safeguarding Adults with Care and Support Needs Policy. This has been taken a step further, and there is a draft Joint Safeguarding Children and Adults Commissioning Policy in development which is due to be implemented by autumn 2017.

WCCG's Designated Adult Safeguarding Lead has been appointed in 2017 as Co-Chair for the Quality and Performance Committee (with the Head of Safeguarding for the Royal Wolverhampton Trust). At the time of appointment, the Committee had not met for some time. The Co –Chairs have worked collaboratively to identify any gaps in the governance arrangements for the committee and to date have:

- Developed Terms of Reference for the committee;
- Developed a work plan in line with the WSAB priorities; and
- Presented a report to the WSAB in March, with analysis of data, identifying key trends and highlighting key points to the Board.



The newly reformed Committee meets regularly and is prioritising a review and refresh of the WSAB scorecard.

Furthermore, the WCCG Designated Nurse for Safeguarding Children was the Chair of the L&DC for WSCB. When the role became vacant for the WSAB she took over the role as an interim measure as it was felt much of the work would overlap. At this point the WSAB Workforce Development Committee had not met for a considerable time and there had been little work completed to ensure the workforce working directly with adults, had access to multi-agency training delivered on behalf of the WSAB.

The Independent chair of both the SAB and SCB then asked for the consideration of merging the two committees. The DNSC facilitated this extensive work which has progressed to the successful merging of the two committees WCCG have enabled the DNSC to support the WSAB to establish an effective Learning and Development Committee, to continue to chair the committee and all this entails and support the implementation of the work plan.

**Wolverhampton Voluntary Sector Council (WVSC) / Third Sector** WVSC is a Local Infrastructure Support Organisation for voluntary and community organisations (VCOs) in Wolverhampton which exists to support the development of an effective voluntary and community sector (VCS) in the city. In 2016-17 it also delivered a number of services based on an 'experts by experience model'.

Our representative on the safeguarding boards acts as the safeguarding champion for the local VCS providing a single point of contact for local VCOs in all matters relating to safeguarding that they need help and support with. In 2016-17 this has included: supporting policy and procedure review /development; advising on DBS checks (including eligibility); supporting organisations facing allegations about staff or volunteers; providing regular up to date safeguarding information and news; and signposting to, or facilitating access to, training.

The WVSC representative provides regular challenge to the Board, in particular by highlighting a voluntary and community sector perspective on safeguarding developments, and also by ensuring that the experiences of service users / members of the public are at the forefront of decision-making.

Our representative is a member of the WSAB Executive, chairs the Communication & Engagement committee and is an active member of the Joint Learning and Development committee. We have played a leading role in: the #orangewolves campaign to raise awareness of violence against women and girls (alongside Wolverhampton Domestic Violence Forum and

the Council); the #smallgoodthings initiative to prevent the needs of adults reaching a point where they need a safeguarding intervention; and organised two multi-agency safeguarding forums for staff to share their views.

As an organisation, this year we have: reviewed our own safeguarding adults and children policies and procedures; begun work on embedding the Wolverhampton Domestic Violence Protocols in the work of our organisation; successfully argued the case for funding from the Boards for a Faith Group Engagement Worker to enhance safeguarding support for faith groups; rolled out online safeguarding training to all staff; implemented a safeguarding training framework for VCOs; and successfully applied for funding from the Council under the Pathways to Support funding to lead a collaboration of 6 other VCOs to support 20 adult facing organisations in the city to embed a 'Think Family' approach in their work.

WVSC contribution to WSAB priorities for 2017-18:

1. Deliver training to embed Domestic Violence Protocols across all parts of the organisation
2. Develop the safeguarding adults training offer for VCOs
3. Support Faith Group engagement in relation to safeguarding and across Safer Wolverhampton Partnership and Public Health agendas.
4. Support the prevention agenda through #smallgoodthings approach and Think Family Champions project.
5. Continue to support the work of WSAB through membership of Executive committee, chairing the Communication and Engagement committee and membership of Learning and Development committee

**Wolverhampton Adult Social Care Services (ASC)** Adult Social Care People's Directorate, City of Wolverhampton Council continues to be the lead agency with Safeguarding Adults. The Care Act 2014 gives the legal framework to work within in Safeguarding Adults.

Adult Social Care restructured in July 2016 and now we have:

- 3 Locality Teams (North East and West) working with older people with learning/physical disabilities
- Mental Health Service
- Provider Services – e.g.: Bradley/HARP (Home Assisted Re-Enablement Programme)
- Hospital Assessment – Care Management Team
- Finance/Welfare Service

- Independent Living Service – OT/Adaptations/Equipment
- MASH (Multi Agency Safeguarding Hub) – from August 2016

Safeguarding training is identified in our Workforce Development Plan. All Council staff are required to complete E-Learning on Safeguarding awareness/PREVENT/Sexual Exploitation. There is a range of training for other Social Care/Social Work staff who require more detailed skills/knowledge to lead investigations – e.g.: legal aspects of Safeguarding/investigation skills.

The main area of development this year has been the formation of an Adult MASH. Implemented in August 2016 joining the Children's MASH, which had been operating since January 2016.

However, safeguarding interventions are also undertaken by the ASC Teams (outside of MASH) this ensures that all Social Workers remain skilled in this area and that citizens get the most appropriate person working with them.

Reflecting upon the quality of practice remains a key priority for the service. Case Audits are undertaken by all ASC Managers (Grade 8 to the DAS), which enables us to assure ourselves on quality of practice. The development of Asset Based Social Work practice continues to enhance quality and assist to develop Making Safeguarding Personal. An action plan has been produced from the results of Audit to ensure we continue to improve front -line practice. This work is supported by the Principle Social Worker and the Quality Improvement Team and will remain a priority for the coming year.

A further priority for 2017/18 is to establish a working group to identify improved working with people who hoard.

## Chapter 4: Learning and Development

WSAB Workforce Development Committee set the following priorities for 2016 – 2017.

1. To will develop a Safeguarding Adult Training Programme that:

- Meets the needs of the local workforce
- Is informed by current research
- Includes lessons learnt from local and national SARs and local and national developments
- Represents the needs of the local community and encompasses issues of equality and diversity

Courses were commissioned by the WSAB Manager and the 'offer' promoted through the Wolverhampton Safeguarding website. Furthermore, the WSCB training Programme was reviewed to identify which packages would be appropriate for adult practitioners to attend – these were amended (as required) and included in the adult offer. We have had very positive feedback from delegates about this joint approach.

You can find details of our latest training via:

<https://www.wolverhamptonsafeguarding.org.uk/>

2. To integrate the WSAB Workforce Development Committee and WSCB Learning and Development Committee of WSCB into one joint committee. The ideology underpinning this was to:

- Strengthen the message across the workforce through training to 'Think Family';
- Increase capacity to deliver a training programme that meets the need of the workforce; *and*
- Increase capacity of those individuals who attend both adults and children committees.

A series of workshops lead by the City of Wolverhampton Council Workforce Development Team were held to plan and realise the joint committee. The Committee Annual Report presented to December 2016 WSAB stated: "This method of working was felt to be a great success, with full consultation and engagement with partners, resulting in a number of key decisions being made."

The first Joint Learning and Development Committee met on the 10<sup>th</sup> November 2016 and has met bi-monthly since then. The Committee has agreed terms of reference and a Work Plan aligned to the WSAB's Strategic Priorities.

The Ofsted Single Inspection of services for children in need of help and protection, children looked after and care leavers and Review of the effectiveness of the Local Safeguarding Children Board published on the 31<sup>st</sup> March 2017 recognised that:

*“Experienced and assured, the LSCB chair brings rigour to the work of the (children’s) board while at the same time providing effective challenge. He has used his position as chair of both the Adult and Children Safeguarding Boards effectively to promote a more joined-up approach across children and adult services, particularly at key transition points. Two of the sub-groups – the learning and development, and the communication and engagement – are shared with the Adult Safeguarding Board.”*

Furthermore, this inspection determined that:

*“Working in close collaboration with neighbouring safeguarding boards, the learning and development sub-group (committee) offers a comprehensive range of safeguarding courses. Many of these courses are relevant to professionals working with children or adults. This approach ensures that, irrespective of their primary focus, professionals are able to recognise and respond to safeguarding issues and concerns that have an impact on children and young people (and adults). However, although the board has strengthened its capacity to design and deliver training, it neither has a formal training strategy nor routinely evaluates the impact of training on frontline practice.”*

The Committee is now focused on further developing the draft joint training strategy, closely aligned with a refreshed Joint Learning and Improvement Framework; and identifying the most effective means of evaluating training. These are the main priorities for the coming year alongside a full review of all of the courses currently offered.

## Chapter 5: What we have learnt

### How well have we done in delivering last year's priorities?

In last year's report WSAB set out some key priorities for 2016/17. These are listed below alongside a progress update.

*Following feedback from the Healthwatch project, we are going to establish a user reference group to gain the voice of local people, which in turn will influence the work of the Board in order that user experiences help shape our priorities and work plan.*

Chapter One sets out in full the work undertaken in the year and the planned next steps. Unfortunately, initiatives to engage service users in a reference group had not proved successful by the end of the year. Therefore, different ways of gaining service user feedback will be a key priority for 2017/18. Healthwatch will continue to lead this work on behalf of WSAB.

*Collate and analyse feedback from Service User Feedback project to ensure that safeguarding processes are robust, person centred and make people feel safer.*

As stated above the initiatives to engage service users, despite the best efforts of Healthwatch, the project has not proven to deliver expectations and therefore a key priority for Healthwatch for the coming year is to develop alternative user engagement strategies.

Furthermore, at the beginning of the Section 42 Enquiry (The Care Act, 2014), at 'Alert' stage, referrers are required to seek the consent of the person with care and support needs, to make the referral on their behalf. This is undertaken in a person's best interests (Mental Capacity Act 2005), if they lack mental capacity to do.

Throughout each safeguarding enquiry, the service user should be asked what their views, wishes and desired outcomes are by the person raising the concerns. The adult, should be asked during the Section 42 Enquiry and at the end of the intervention. Whilst it is not always possible to achieve the desired outcomes of the person with care and support needs, every effort is made to ensure that "making safeguarding personal" (MSP), principles are employed and the person is listened to and at the centre of the process. A person's desired outcome for example may be that Police secure a criminal conviction against the abuser/perpetrator – this may be beyond what is practically possible.

*There are many areas of work such as human trafficking or forced marriage which are rightly concerns of the Safeguarding board. They are also of interest to other Wolverhampton multi agency groups. We are working with them all to have a joint agreement on who will lead on what. This agreement is between the different partnership boards in the City e.g. WSAB, WSCB, the Health and*

*Well-Being Board, and Safer Wolverhampton Partnership by developing a Joint Protocol.*

The Joint Protocol was developed and has been signed off by each respective partnership Board.

*Produce and disseminate a monthly safeguarding update covering children and adults with care and support needs.*

Much of 2016/17 has focussed on ensuring that the Wolverhampton Safeguarding Website is further developed and content enhanced. The Ofsted Inspection of Children's Services commented on the quality of the website! Furthermore, our web developers have been working hard 'in the background' to ensure that our website has the functionality to produce a monthly newsletter – this has taken more work than we had first anticipated and our first newsletter should now be published in July 2017.

The Boards have also built on last year's 'Orange Wolverhampton' campaign our city's contribution to the United Nations 'Orange The World: 16 days of Activism to End Violence against Women and Girls' campaign. Our 5 year plan will build this campaign into a large scale, high profile, recognisable and well-supported campaign. In this our second year: over 30 organisations registered to take part; we developed branding for the campaign; produced posters, banners and digital resources for partners to use; and carried out public engagement activities securing a good level of local media attention. Further development is planned for 2017-18.

*Improve understanding of and links with faith groups to improve organisational practice and awareness of safeguarding responsibilities.*

The Communication and Engagement Committee has led a piece of work to identify faith groups and organisations across the City and started an exercise to engage with them. However, the Boards recognised that this cannot be undertaken effectively without resource and therefore the Wolverhampton Safeguarding Boards has allocated a portion of the 2017/18 budget to employ a part time Faith Engagement Worker. It is anticipated that the WVSC will host this post; that the post will be recruited to by summer 2017; and that this will bring real traction to this important aspect of the Boards work.

*Raise awareness of safeguarding with new arrival communities in the city.*

Liaison with the Refugee and Migrant Council has been ongoing through the year and safeguarding champions have been identified. There is also an ongoing dialogue with the Community Cohesion Forum and shared understanding of methods for engagement agreed. The appointment of the Faith Engagement Worker is anticipated to further strengthen the current arrangements.

*We will develop a Safeguarding Adult Training Programme that:*

- *Meets the needs of the local workforce;*
- *Is informed by current research;*
- *Includes lessons learnt from local and national SARs and local and national developments; and*
- *Represents the needs of the local community and encompasses issues of equality and diversity.*

A training offer has been delivered during the year, much of which is joint training with the children's workforce, which has received very positive feedback from delegates; particularly in respect of promoting a 'think family' approach.

However, focus of activity has been on amalgamating the two separate committees into a Joint Learning and Workforce Development Committee, refreshing the Learning and Improving Framework; and drafting the Joint Training Strategy.

The Wolverhampton Safeguarding Boards have also recognised that the support structure for WSAB has very limited capacity to offer effective support to the adult training agenda. To this end, the priority has been to amalgamate committees and to combine the support functions of the Boards to achieve efficiencies and effectiveness. This includes investment in Training and Development Officer resource to give greater focus to the adult training offer. It is anticipated that a combined Business Unit infrastructure will be agreed and signed off by Spring 2017 and that a full programme of training for the adult workforce will be signed off by autumn 2017.

*The Workforce Development Committee of WSAB and the Learning and Development Committee of WSCB to integrate their work streams.*

This has been fully achieved.

### **What have we learnt from our case reviews and annual assurance process?**

The Safeguarding Adult Review Committee (SARC) has responsibility for undertaking **reviews of cases** where the following criteria is met:

- The Board is aware, or suspects, that an adult has experienced serious abuse or neglect; or
- An adult dies of abuse or neglect, or is suspected to have died of abuse or neglect, within the Local Authority area; and
- There is a concern that partner agencies could have worked more effectively to protect the adult.



Reviews may also be undertaken wherever it is felt that a review would be useful, including learning from 'near misses', and situations where the arrangements in place worked particularly well.

During 2016/17 SARC considered 9 cases. In three cases the threshold was not met to undertake a Safeguarding Adult or alternative Learning Review. However, the Committee maintained some oversight to ensure that individual agency learning was identified and associated actions progressed. In four cases the threshold was not met to undertake a Safeguarding Adult Review but alternative Learning Reviews (usually referenced as 'table top' reviews) have been initiated and are ongoing. The learning and actions from which are all due to be published in 2017/2018. In one case the threshold was met to initiate a Safeguarding Adult Review and this was published on 06/10/2016. In one case a practice review was initiated under the auspice of a Domestic Homicide Review and the WSAB has taken the decision to publish an additional Learning Lessons Briefing to ensure effective dissemination of learning – this is due to be published early summer 2017.

The case reviews initiated throughout 2016/17 have considered a range of issues, to include: the quality of residential care provision; responding to domestic abuse; maternal death (death of Mother and newly born child); and suicide linked to emotional wellbeing. Whilst each individual review provides a wealth of learning there is one learning theme common to all reviews; namely the importance of effective multi-agency working and, within this effective communication and sharing of information. The Board recognises this and is planning the next 'development event' for 2017 to consider this in the concept of a 'think family' theme.

The West Midlands Adult Safeguarding Regional Network developed the **Annual Assurance** document template; this was adopted by WSAB. The Annual Assurance statement enables partners to self-audit and enables WSAB to assess the effectiveness of local safeguarding arrangements.

The Partnership Annual Assurance document was developed based on the Department of Health's 6 key safeguarding principles (2011):

- **Empowerment** - Presumption of person led decisions and informed consent.
- **Protection** - Support and representation for those in greatest need.
- **Prevention** - It is better to take action before harm occurs.
- **Proportionality** - Proportionate and least intrusive response appropriate to the risk presented.
- **Partnership** - Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.

- **Accountability** - Accountability and transparency in delivering safeguarding.

This is the third Partnership self-audit tool completed by Wolverhampton Board partners.

The process provides partner agencies the opportunity to report their safeguarding activity including areas of good practice and areas for development.

The process enables partner agencies to provide governance to the WSAB and provides the Board with a benchmark to measure effectiveness and progress against the six key safeguarding principles.

10 out of 12 partner agencies returned a response this year, two more than 2015/2016. Each organisation was asked to complete 28 questions selecting the relevant answer and providing at least two examples to evidence the selected answer.

The analysis of partner agency submissions was presented to WSAB in March 2017 and gave assurance to the Board that partners understand and appropriately discharge their safeguarding responsibilities.

The Board recognises that the assurance process relies on self-assessment and reporting and, as our case reviews evidence, there is always more to learn and to improve effectiveness. We will not, therefore, be complacent and a key priority for the Quality and Performance Committee for 2017/18 will be to audit and 'test' partner agency submissions.

## Chapter 6: The priorities and challenges for next year

Our review of the work of the Board over the last 12 months has helped us to review and re-shape our strategic priorities for 2017 to 2019. These are outlined below and will drive the work of the Board and all of its constituent parts:

<b>Priority 1: Effective Leadership, Challenge and Change</b>	<b>Lead: David Watts</b> We will operate an effective WSAB that focuses its work on local safeguarding priorities including support, challenge and holding multi agencies to account for their contribution to the safety and wellbeing of adults living in the City of Wolverhampton.	<b>P R E V E N T I O N</b>  <b>P R E V E N T I O N</b>  <b>**1</b>
<b>Priority 2: Quality and Performance</b>	<b>Lead: Annette Lawrence and Fiona Pickford</b> We will develop and maintain multi-agency quality assurance and performance management processes. We will monitor the effectiveness of local safeguarding arrangements to promote the wellbeing of adults with care and support needs.	
<b>Priority 3: Communication and Engagement</b>	<b>Lead: Steve Dodd</b> We will develop strategies to engage adults, families and communities in the work of WSAB.	
<b>Priority 4: Workforce Development and Practice Improvement</b>	<b>Lead: Lorraine Millard</b> We will develop a multi-agency Safeguarding Training offer to support the development of effective practice across the partnership.	

<sup>1</sup> The Board recognises that prevention is integral within each of its priorities and all Committees will be required to give due regard to this within their work programmes

Our priority actions for the coming 12 months are:

1. Further develop the board's risk register to include those risks which have the potential to have a negative impact on the ability of partner agencies to safeguard and promote the wellbeing of vulnerable adults  
**Plan Ref: 1.1.6**

2. Ensure that the Local Safeguarding Adult Board has the right level of performance management information with which to challenge and hold to account partner agencies on the effectiveness of their safeguarding responsibilities **Plan Ref: 2.1.2**

3. Develop a coherent rolling programme of single and multi-agency audits with which to quality-assure the work of partner agencies in safeguarding and promoting the wellbeing of adults, and ensure that the results of the Annual Assurance Framework moderated effectively  
**Plan Ref: 2.1.3**



4. Develop a robust training strategy which incorporates a system with which to evaluate the impact of training on frontline practice **Plan Ref: 4.1.1/2/3/4**

5. Further strengthen the annual report to ensure that it provides a clear picture of the effectiveness of partner agencies across all key safeguarding services **Plan Ref: 1.1.7.**

6. Develop a multi-agency strategy that outlines the identification of and response to adults with emerging vulnerabilities that do not meet the threshold for specialist services e.g. LA intervention and support under the Care Act 2014; in patient admission etc **Plan Ref: 5.1**

7. Continue to strengthen communication and engagement with vulnerable individuals, communities and organisations across our diverse City **Plan Ref: 3.1 / 3.2**

All of which are outlined and tracked through our WSAB Strategic Plan and Risk Register.

## Contact details for the Board

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Tel: 01902 550477

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Email:

Pendeford

[wscb@wolverhampton.gov.uk](mailto:wscb@wolverhampton.gov.uk)

Wolverhampton

[wsab@wolverhampton.gov.uk](mailto:wsab@wolverhampton.gov.uk)

WV9 5NJ

## How to report concerns about an adult with care and support needs

The SA1 is the means to make a written referral to report concerns. This can be accessed via:

<http://www.wolverhamptonsafeguarding.org.uk/images/adult-documents/ADULT-SAFEGUARDING-CONCERN-NOTIFICATION-SA1-AUG-2016-2-25134.doc>

ALL COMPLETED SA1 FORMS SHOULD BE SENT TO:

### Adult Care Access Point

Email: [AIA@wolverhampton.gov.uk](mailto:AIA@wolverhampton.gov.uk)

GCSX Email: [Adult.care@wolverhampton.gcsx.gov.uk](mailto:Adult.care@wolverhampton.gcsx.gov.uk)

Tel: 01902 551199

Fax: 01902 553992

### Out of office hours:

Emergency Duty Team

Email: [emergencydutyteam@wolverhampton.gov.uk](mailto:emergencydutyteam@wolverhampton.gov.uk)

Tel: 01902 552999

Fax: 01902 553201

## Appendix A. Illustrative Scorecard

Measure		Period	Q1	Q2	Q3	Q4
<b>Number of Safeguarding Concerns</b>	YTD LA	2015/16	447	945	1504	2043
		<b>2016/17 (in quarter)</b>	621 (621)	1291 (670)	2015 (724)	<b>2578 (563)</b>
Safeguarding concerns have fallen in Q4 compared with previous quarters, however the fall still remains higher than the number of concerns seen in Q4 2015/16. This figure of 2578 concerns is significantly higher than our comparator average which was 1580 n in 2015/16.						
<b>Number of Section 42 Safeguarding Enquiries</b>	YTD LA	2015/16	90	146	243	443
		<b>2016/17 (in quarter)</b>	184 (184)	342 (158)	505 (163)	<b>633 (128)</b>
The number of section 42 enquiries in Q4 has fallen compared with previous quarters but overall enquiries remain significantly higher than previous years. The comparator average figure for this result is 714 and the regional average is 472.						
<b>Conversion from Concern to Enquiry</b>	YTD LA	2015/16	20%	15%	16%	21.7%
		<b>2016/17 (in quarter)</b>	29.6%	23.6%	22.5%	<b>22.7%</b>
The in-quarter conversion rate remains at 22.7% with the full year conversion rate sitting at 25%. The rate of 25% conversion is lower than the comparator average which is 45% and the regional average of 32%. This along with the numbers of concerns and enquiries suggests that the number of enquiries can be considered normal but Wolverhampton have a much higher than normal number of concerns raised.						
<b>% of completed Safeguarding enquiries where the person at risk or their advocate say that the desired outcomes were achieved or partly achieved (where answered)</b>	LA YTD	2015/16	95.4%	97.5%	95.5%	95.9%
		<b>2016/17</b>	93.4%	94.3%	95.2%	<b>94.9%</b>
Outcomes achieved for the person at risk remain high at 94.9% of cases						
<b>% of completed Safeguarding enquiries where an advocate or an Independent Mental Capacity Advocate was involved</b>	YTD LA	2015/16	20.6%	16.2%	22.0%	20.9%
		<b>2016/17</b>	19.2%	15.2%	14.5%	<b>13.2%</b>
The use of a mental capacity advocate continues to fall gradually. Although, it should be noted that in 2015/16 there were 93 cases with an advocate used and in 2016/17 there were 84. This is a much smaller reduction in terms of numbers when compared to proportions.						
<b>Proportion of people who use services who feel safe</b>	Annual LA	2015/16	74.8%			
		<b>2016/17</b>	<b>71.7%</b>			
This result is annually published and has fallen after the most recent user survey. Currently we do not have access to comparator data to understand if this change is local, regional or national.						
<b>Proportion of people who use services who say that those services have made them feel safe and secure</b>	Annual LA	2015/16	84.4%			
		<b>2016/17</b>	<b>85.5%</b>			
The increase in this result is good although again, comparator information is not yet available.						

Measure		Period	Q1	Q2	Q3	Q4
Number of providers with purchase suspension or partial suspension	SS LA	2015/16	7	8	6	5
		<b>2016/17</b>	5	5	7	<b>6</b>
Suspensions have decrease by one in the quarter						
% of concerns where the person who raised the concern has had feedback	YTD LA	2015/16	94.3%	91.1%	91.1%	90.6%
		<b>2016/17</b>	92.8%	91.6%	92.4%	<b>93.0%</b>
The proportion of cases where feedback is provided remains high at 93%						
Number of Safe and Well Checks carried out in the Wolverhampton area (WMFS)	YTD LA	2015/16	596	1512	2046	2580
		<b>2016/17 (in quarter)</b>	645 (645)	1697 (1052)	2964 (1267)	
Number of Vulnerable Persons Officer visits carried out in the Wolverhampton area (WMFS)	YTD WMFS	2015/16	24	45	79	113
		<b>2016/17 (in quarter)</b>	12 (12)	23 (11)	37 (14)	<b>53 (16)</b>
Of the 16 VPO cases completed, 4 were particularly complex and the further 12 related to hearing impaired equipment. 14 additional individuals were safeguarded outside of the VPO visit process. These were directed through the MASH and the duty team at city direct.						
Vulnerable adult crimes	YTD POLICE	2015/16	23	48	63	85
		<b>2016/17 (in quarter)</b>	28 (28)	53 (25)	78 (25)	<b>90 (12)</b>
Number of disability crime incidents (Police)	YTD POLICE	2015/16			4 (Q3 only)	35
		<b>2016/17 (in quarter)</b>	3 (3)	7 (4)	8 (1)	<b>29 (21)</b>
Incident Logs to Nursing and Care Homes (Police)	YTD POLICE	2015/16			78 (Q3 only)	350
		<b>2016/17 (in quarter)</b>	79 (79)	150 (71)	241 (91)	<b>308 (67)</b>
Number (and proportion) of Safeguarding Concerns where Domestic Violence is present	YTD LA	2015/16	10 (14%)	15 (11%)	20 (9%)	42 (11%)
		<b>2016/17</b>	5 (3%)	24 (7%)	55 (10%)	<b>93 (14%)</b>
% Not Applicable		<b>2015/16</b>	15%	12%	20%	31%
		<b>2016/17</b>	66%	58%	54%	<b>48%</b>
Number of avoidable falls causing serious harm						
		<b>2016/17</b>			<b>16</b> 0 BCPFT 10	<b>16</b> 2 BCPFT 6

Measure		Period	Q1	Q2	Q3	Q4
<b>Numbers of care home safeguarding concern notifications received by WCCG Quality Nurse Advisor Team</b>	CCG YTD	2015/16				
		<b>2016/17</b>			31 7 led to S42	31 4 led to S42
<b>% of Safeguarding concerns for people from BME communities</b>	LA YTD	2015/16	21.8%	20.5%	19.7%	18.8%
		<b>2016/17</b>	19.4%	20.1%	18.7%	<b>19.7%</b>
			31% 18-64	31% 18-64	28% 18-64	28% 18-64
			13% 65+	13% 65+	12% 65+	14% 65+
Proportions of cases from BME communities show little variation and remain within 'normal' figures.						
<b>% of BME adults in Wolverhampton</b>	ONS MYE Annual	<b>18-64</b>	<b>33.1%</b>			
		<b>65+</b>	<b>14.4%</b>			

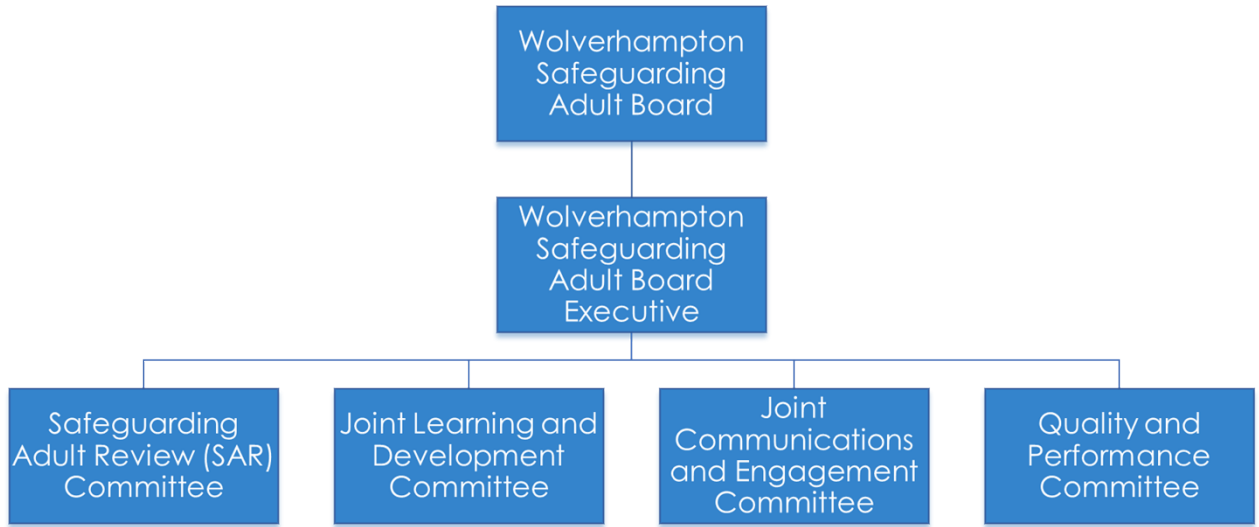


## Appendix B. Members of Wolverhampton Safeguarding Adult Board (31 March 2017)

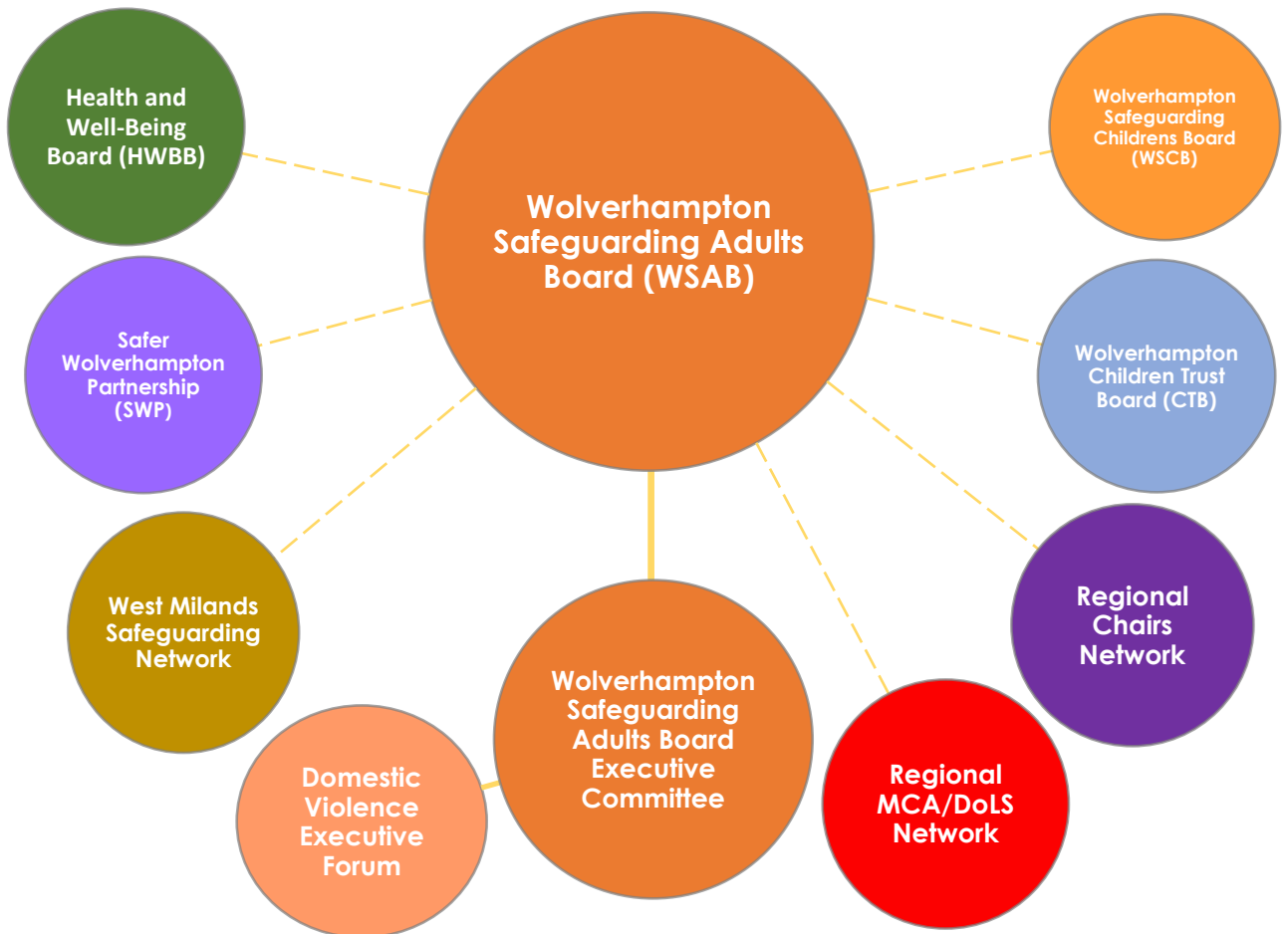
Member Details	Group / Role
Alan Coe	Joint Independent Safeguarding Adult's & Children's Board Chair
Cheryl Etches	Chief Nursing Officer, Royal Wolverhampton Hospital Trust
Cllr Sandra Samuels, OBE	Councillor, City of Wolverhampton Council
Dave Mullis	Senior Operational Support Manager, Walsall & Wolverhampton National Probation Service
David Baker	Operations Commander, Black Country North, West Midlands Fire Service
David Watts	Service Director – Adults, City of Wolverhampton Council
Dawn Williams	Head of Safeguarding & Quality Assurance Children & Adults
Diane Partridge	Interim Joint Board Manager, City of Wolverhampton Council
Eva Rix	Associate Director of Safeguarding, Black Country Partnership Foundation Trust
Fiona Pickford	Head of Safeguarding, Royal Wolverhampton Hospital Trust
Ch. Supt Jayne Meir	Chief Superintendent, West Midlands Police Service
Julie Price	Head of Safeguarding Adults, Black Country Partnership Foundation Trust
Karen Samuels	Head of Community Safety, City of Wolverhampton Council
Kate Houghton	Partnerships Officer, West Midlands Fire Service
Kathy Cole-Evans	Strategy Co-ordinator & Manager, Wolverhampton Domestic Violence Forum
Kathy Roper	Head of Young Adults Commissioning, City of Wolverhampton Council
Kay Rides	West Midlands Care Homes Association
Linda Sanders	Strategic Director, People Directorate, City of Wolverhampton Council
Lorraine Millard	Designated Nurse Safeguarding Children, Wolverhampton Clinical Commissioning Group
Manjeet Garcha	Executive Lead Nurse, Wolverhampton Clinical Commissioning Group
Mark Burnell	Detective Inspector, West Midlands Police Service
Robert Cole	Head of Clinical Practice, West Midlands Ambulance Service

<b>Member Details</b>	<b>Group / Role</b>
Ros Jervis	Service Director Public Health, City of Wolverhampton Council
Stephen Dodd	Wolverhampton Voluntary Sector Council
Darren Baggs	Assistant Director of Housing, Wolverhampton Homes
Viv Townsend	Head of Black Country Cluster, National probation Service
Annette Lawrence	Designated Adult Safeguarding Lead, Wolverhampton Clinical Commissioning Group
Sam Hicks	Healthwatch Wolverhampton

## Appendix C. The Board and Committee structure



## Appendix D. Our partnership links



## Appendix E. The Board's Finances

The WSAB receives the following contributions from partners:

<b>Contributing Agency</b>	<b>£</b>
Wolverhampton City Council (WCC) **to include Public Health	<b>35,130</b>
Wolverhampton Clinical Commissioning Group (WCCG)	<b>30,000</b>
West Midlands Police	<b>15,022</b>
National Probation Service (NPS)	<b>1,500</b>
Community Rehabilitation Company (CRC)	<b>1,500</b>
<b>TOTAL</b>	<b>83,152</b>

The WSAB receives quarterly budget statements to evidence spend. In the main, spend is accrued against staffing costs within the Business Unit, Safeguarding Adult and other case reviews, Website maintenance costs and campaigns.



## **Wolverhampton Safeguarding Children Board Annual Report 2016 -17**

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## Foreword by the Independent Chair

Welcome to this year's Wolverhampton Safeguarding Children Board (WSCB) Annual Report for 2016/17.



This will be my last Annual Report on behalf of WSCB as I have indicated my wish to move on. With this in mind, I would like to thank all of those that I have worked alongside over the last four years.

I have been privileged to be part of a very effective partnership in the City of Wolverhampton, which has demonstrated, and, remains extremely focused on safeguarding and promoting the welfare of the children and young people of our City.

The work of Wolverhampton Safeguarding Board was rigorously inspected by Ofsted as part of a wider inspection of Council Children's services early in 2017. I am pleased to say that Wolverhampton Council is 'good' but Ofsted rightly identified what we already knew, namely that the Board required improvement. As a partnership, we are very effective in recognising children and young people that are at risk of harm, and, once we know about them, we provide effective services to help and protect them. What we need to do better is have improved systems that can assure the Board that we remain an effective partnership. The Board identified this issue during the year and I am pleased to say the Council has increased its financial contribution so that we can better audit and review all agencies safeguarding practices both individually and as a partnership. This report also seeks to summarise the journey of the Board to become more effective and to better evidence the impact it is having on the safety and welfare of our children and young people.

Given that Wolverhampton has received such rigorous scrutiny that mirrored our own analysis, this year's report will focus on highlighting key successes and our plans for the coming year.

I would encourage everyone to read the Ofsted Report published 31st March 2017:

[https://reports.ofsted.gov.uk/sites/default/files/documents/local\\_authority\\_reports/wolverhampton/052\\_Single%20inspection%20of%20LA%20children%27s%20services%20and%20review%20of%20the%20LSCB%20as%20pdf.pdf](https://reports.ofsted.gov.uk/sites/default/files/documents/local_authority_reports/wolverhampton/052_Single%20inspection%20of%20LA%20children%27s%20services%20and%20review%20of%20the%20LSCB%20as%20pdf.pdf)

I would like to highlight the contribution of our 'B-Safe Team'. This is a group of young people that works closely with, and as part of, the WSCB to help us to remain focussed on the issues that are most important to children and young people. These young people not only inspire us as a Board, they keep us grounded and hold us to account for what we say that we will do. We see this

as a critical part of our governance framework and in self-assessing our performance as a Board. B-Safe also received particular recognition by Ofsted in their review of the Board.

Going forward, I am confident we will continue to build and sustain a strong safeguarding culture and arrangements in the City, where the focus is firmly on the experience of the child or young person and their journey to getting effective help and protection.

I hope you find this report though-provoking, challenging but also reassuring that professionals working in Wolverhampton and the wider community are alive to the issues of safeguarding and they make a positive difference to the lives of the children, young people and families living in our city.

I am extremely proud to have been 'part of the journey to good' over my time as the Independent Chair of the WSCB and I am confident that with the leadership of the new Chair, Linda Sanders the excellent work across the partnership to help and protect our children and young people will continue in the years to come.

A handwritten signature in black ink, appearing to read 'Alan Coe', with a stylized flourish underneath.

**Alan Coe, Independent Chair, Wolverhampton Safeguarding Children Board**



## Formal Summary Statement

The Wolverhampton Safeguarding Children Board (WSCB) is a statutory body set up in accordance with the Children Act 2004, and in line with the guidance in *Working Together (2015)*<sup>1</sup>. The Board is a partnership of enthusiastic members, dedicated to the improvement of practice and services that safeguard children in Wolverhampton.

Information about our work, and our current membership, plus advice, guidance and links to other useful websites is available on our website for the public and professionals: <https://www.wolverhamptionsafeguarding.org.uk/>

We work closely with other strategic boards including the Wolverhampton Children's Trust Board, the Health and Wellbeing Board, the Safer Wolverhampton Partnership and the Safeguarding Adults Board.

This Report is a summary of our work during 2016-17.

**Overall, our Board believes that arrangements for safeguarding children in Wolverhampton during this period were effective; that there is a strong commitment to safeguarding children across the Wolverhampton partnership; and that frontline practice continues to improve.**

In reaching this conclusion, we have:

- **Acknowledged** the findings of the Ofsted Inspection of services for children in need of help and protection, children looked after and care leavers and the Review of the effectiveness of the Local Safeguarding Children Board that concluded that **Children's Services in Wolverhampton are 'good'**<sup>2</sup>. Chapter 1 tells you more about this;
- Continued to invest in the B-Safe Team to strengthen our **engagement with children and young people**. Chapter 2 tells you what the team have been doing during the year;
- **Monitored** data and information on a regular basis. Chapter 3 tells you about this;
- **Created** a new **Quality Assurance Committee** to enhance our capacity to scrutinise front line practice;

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<sup>1</sup>[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/419595/Working\\_Together\\_to\\_Safeguard\\_Children.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419595/Working_Together_to_Safeguard_Children.pdf)

<sup>2</sup>[https://reports.ofsted.gov.uk/sites/default/files/documents/local\\_authority\\_reports/wolverhampton/052\\_Single%20inspection%20of%20LA%20children%27s%20services%20and%20review%20of%20the%20LSCB%20as%20pdf.pdf](https://reports.ofsted.gov.uk/sites/default/files/documents/local_authority_reports/wolverhampton/052_Single%20inspection%20of%20LA%20children%27s%20services%20and%20review%20of%20the%20LSCB%20as%20pdf.pdf)

- **Invited** our partners to contribute accounts of the work they have carried out over the last year to safeguard children. These are summarised in Chapter 4;
- **Conducted** an audit (a "**Section 11**" audit process [Children Act 2004]) of our safeguarding arrangements;
- **Undertaken** a series of **MACFAs** (multi-agency case file audits) of frontline practice which have included themes such as;
- We **published** two **Serious Case Reviews** in 2016 – 17 and promoted the learning that came from them.

Our learning from our audit and case review activity is covered in Chapter 5;

- **Updated** our guidance in relation to: What is the Wolverhampton Multi-Agency Safeguarding Hub (MASH), Inter-agency Protocol for Unborn Children and Young Children, Child Sexual Exploitation (CSE) Screening Tool, CSE Pathway and associated guidance, Multi-Agency Referral Form (MARF), Wolverhampton Safeguarding Children's Board Dispute Resolution Policy, and information for staff facing allegations.
- **Overseen** the implementation of the Wolverhampton combined **MASH (Multi-Agency Safeguarding Hub)**. Wolverhampton Children's MASH was created in January 2016 and the introduction of the Adult MASH followed in late August 2016 to start to create a Whole Family MASH approach to Safeguarding both adults and children.

The MASH has meant that there is now greater consistency in the way that referrals are dealt with, as the team oversee all new referrals. The intelligence gathering the MASH undertake ensures that appropriate and timely decisions are taken about a child's level of need or risk and the best means of responding to these is identified. Having oversight of all referrals means that patterns and trends can easily identified and this informs both preventative work and the wider work of the WSCB.

Having the Children and Adult MASH located together has meant that the sharing of information in families that have both children and adults has started to develop and enrich the work of the team to ensure there is more joined up work, which promotes our 'think family' ideology.

- **Initiated and carried out successful communication and engagement activity** with the public and the workforce by: developing our new website; making engagement with faith groups a priority; undertaking a city-wide campaign 'Orange Wolverhampton' to raise awareness of violence against women and girls; and establishing a multi-agency forum for front-line staff to influence operational and strategic developments;

- **Provided training.** Our training programmes are described in Chapter 6;

Chapter 7 contains an assessment of our performance as a Board, whilst Appendices B - D contain more details about our membership, structure and finances.

Chapter 8 sets out our priorities for the year ahead.

This report is formally the responsibility of the independent Chair, Alan Coe. Its contents have been accepted by the WSCB. In line with statutory guidance in Working Together 2015, it will be submitted to the Managing Director of the Council, the Leader of the Council, the local Police and Crime Commissioner and the Chair of the Health and Well-being Board.

Furthermore, the report is published on our Website to promote it to the citizens of, and professionals working in, Wolverhampton.

## Chapter 1: What Ofsted told us

Children's Services in Wolverhampton have been judged to be "Good" by Ofsted, with the help and support available to vulnerable children, young people and families in the City ranked in the top 20% nationally.

That is the outcome of an in-depth review into how the care and support provided by the City of Wolverhampton Council and its partners protects children and young people, supports families and improves their quality of life and future prospects.

The four-week inspection, which took place from 16 January to 9 February 2017, looked closely at the experiences of children and young people who need help or protection, including looked after children, children leaving care and those starting their lives as young adults.

The inspection team considered the quality of work and the difference it makes to the lives of children, young people and families in Wolverhampton, and reviewed case files, observed how professionals work with families and each other and assessed the effectiveness of help and care given to children and young people.

They interviewed dozens of colleagues, both from the council and partner agencies, and wherever possible, talked to children, young people and their families to understand their experiences of Children's Services in Wolverhampton.

Ofsted's final report was published on 31 March, 2017. The overall judgement is "Good" with the individual inspection areas as follows:

- Leadership, management and governance – "Good".
- Services for looked after children – "Good".
- Adoption performance – "Good".
- The experiences and progress of care leavers – "Good".
- Children who need help and protection – "Requires Improvement" to be "Good".

The overall judgement of "Good" means that Children's Services in Wolverhampton are one of the best in the West Midlands and that the City is joint 23rd out of the 129 areas nationwide to have assessed by Ofsted using its current single inspection framework.

The key findings are summarised as:

Senior managers, leaders, and elected members are systematically driving improvements in services for children and families. Corporate leadership is strong and effective. With a clear sense of vision and purpose, and by focusing on key priorities, senior managers, leaders and elected members are using

performance management information to monitor and track performance, and deliver better outcomes for children across a range of different areas.

Early help services have been reconfigured in such a way as to bring together strengthening family workers with health visitors, midwives and social workers in eight community-based hubs.

Although it is too early to evaluate the full impact of this new service model, parents told inspectors that it is making a difference to them and their families and that, increasingly, they are able to get the right help, in the right way, at the right time.

The Multi-Agency Safeguarding Hub (MASH) provides a robust and effective service at the first point of contact. With good links to the emergency duty team, timely information-sharing and robust management oversight, the MASH ensures that appropriate action is taken to safeguard and protect children and young people, including those who go missing and/or are at risk of being sexually exploited.

Good and sustained improvements have been made across the whole range of services for children looked after. Edge-of-care services are targeted effectively to prevent avoidable family breakdown. As a result, children only become looked after when it is right that they should.

Most children come into care in a planned way. Permanence planning starts early. The number of children looked after has been significantly reduced without compromising children's safety. A strong and effective virtual school is delivering positive outcomes for children looked after. Most children are living in stable placements.

The local authority takes its responsibilities as a corporate parent very seriously. The Children in Care Council and the care leavers' forum have been influential in shaping the way in which services are developed and delivered.

Good use is made of adoption to achieve permanence for those children for whom it is the right solution. This includes older children and those with complex needs, regardless of their ethnic identity. The timeliness of legal proceedings, and of matching and placing children with adoptive families, is improving.

Care leavers receive a good, individualised service, which prepares them well for independence. They say that they feel valued and are listened to. Too many care leavers are not in education, employment or training, but appropriate action is being taken and the position is improving. All care leavers live in suitable accommodation.

However, the help and protection which children and young people receive require improvement to be good. The quality of analysis, assessments and

plans, including child in need and child protection plans, is variable. The child's voice is not given sufficient prominence or consistently clearly articulated in case files. The level of critical challenge provided by frontline managers is not consistently robust. Some children are not getting the help and support that they need quickly enough.

The local authority has recognised the need to rationalise its performance management information and make sure that the balanced scorecard provides a clear line of sight on all aspects of frontline practice. Further work is also required to embed fully the quality assurance framework.

Inspectors made 11 recommendations in total, each of which is included in an action plan that was presented to Cabinet in April. This action plan has also been incorporated into the council's ongoing Children's Services Improvement Plan.

The role of WSCB will be to monitor progression and impact of these actions throughout 2017/18. Regular reports will be presented to WSCB and the work of the Quality Assurance and Performance Committees will analyse impact on practice and effectiveness of service delivery for children, young people and families.

It is pleasing to note that the Ofsted findings very much mirrored the Board's analysis through its monitoring effectiveness work.

Ofsted's review of the WSCB is outlined in Chapter 7.

## Chapter 2: The work of our B-Safe Team



The Wolverhampton B-Safe Team brings together a diverse group of young people to work with WSCB to represent the voice of young people in the work of the Board. The team is “hosted” by HeadStart whereby specially trained staff support our young people to develop their work plan and shape their contribution to WSCB. The Independent Chair and Board Manager regularly meet with the team.

The B-Safe Team have agreed the following outcomes for members:

- Improved skills and knowledge of young people, such as speaking in and to groups, negotiation, event planning, listening and communication, writing and preparing reports, presentation skills and public speaking.
- Improved peer relationships through problems solving, team working and feeling valued to friends and peers, to act as a role model by valuing positive impact on the lives of others.
- Greater awareness on key issues and priorities, children and young people’s rights, participation and decision making.

### What have we been up to this year?

#### The Anti Bullying Charter:

One of the key priorities for the B-Safe Team was to raise awareness and create a strategy for Wolverhampton on Anti Bullying. Our young people told us that bullying is a priority that needs to be addressed (as all the young people in the B-Safe group had experienced bullying at some point in their lives). The B-Safe Team delivered peer education workshops to 100 other young people to raise awareness about what bullying is and provided information on support and services available locally.



The B-Safe Team also wanted to challenge organisations on how they deal with bullying within their service, to do this they created the Anti Bullying Charter. The Anti Bullying Charter is a set of rights and commitments that all young people and professionals should promote, discuss and respect. The Charter aims to support every child in the City of Wolverhampton in feeling safe against bullying in any setting, whether in school, youth clubs, or the community. As part of the Safeguarding audit (known as the 175/157 Audit)

the charter was sent out to all the schools in Wolverhampton with a self-assessment form for them to complete. The self-assessment had 8 statements which schools were asked to provide evidence to show how they are supporting and embedding the anti-bullying agenda. We are awaiting returns in the summer and will analyse these and feedback to WSCB.

### **Young Woman and Violence:**

During March 2016, The B-Safe held an event called Stand UP 4 Urself, to help raise awareness around young women and males in violent relationships. The event was held at The Way and reached out to 145 young people who attended. Professionals and partners came to support the event including Councillor Gibson (Lead Cabinet member for children), Steve Dodd (Board member), Alan Coe (independent Chair) and the police. Workshops were held for young people to participate in including Arts Therapy, Self Defence and Drama. The event was very successful and led to some young people coming forward to ask for support about violent relationships they were in. Feedback from professionals was also very positive.

### **What Good Care looks Like:**

The B-Safe team wanted to create awareness on 'what good care looks like' for a young person who is a young carer. 40% of the B-Safe Team are young carers for their families and wanted to raise awareness around this issue. The B-Safe team were interviewed by the HeadStart Radio journalist and created a radio Podcast on the day in the life of a young carer, the show was broadcasted on the HeadStart FM platform and listened to by 87 other young people. The showing was very moving and demonstrated the real struggle young people face today. The feedback from some of the young people was it can be a really lonely role and having a group like B-Safe has given them the chance to help change the lives of their peers. The young people also created posters and leaflets for wider circulation.

### **Board Development Day Take over 2017:**

The B-Safe Team were invited to take over the afternoon of the WSCB development day.

The attendees included representatives from the Police, Public Health, Youth Offending Team, WCCG, the Acute Hospital Trust, Wolverhampton College, Children and Young People Services, Safeguarding Services, Wolverhampton Voluntary Sector Council and the Mental Health Trust. Plus, the Independent Chair of the Board and members of the Business Unit that supports the Board.





The B-Safe team split the session into two parts, one was to look at the day in the life of a young person in Wolverhampton; and the second to pose the following challenge question: "how do you as an organisation capture the 'Voice of the Child'". The young people developed case studies around online bullying, gangs and grooming which were presented to the Board to consider. Board members were asked to discuss what help is available for these issues in Wolverhampton and what services are/should be available. The B-Safe Team wanted to explore whether WSCB understood key priorities for young people and challenge whether available services are the right ones. Whilst there is always more that can and should be done; a good assurance position was agreed that WSCB has a good understanding of key safeguarding concerns of young people and strategies are in place to address these.

The young people also wanted to challenge different organisations on how they capture the voice of the child within their service and ensure they are meeting the needs of the young people accessing their service. The feedback from organisations was very positive the young people felt very empowered and they gave organisations a chance to see real life situations from a young person's perspective.



Some of the feedback from the professionals included:

"The fact you drew on real situations and made us focus on what we do to support the young people"

"The interactive delivery of the session, staging and delivery (subtle use of masks symbolic to the 'silent voice of the child') and the engagement of young people with the audience allowed us to think of the 'child's' perspective and how services should respond to the situations raised"

"It's made me rethink some issues and to include young people more in our services"

### **Meeting Ofsted:**

The B-Safe team were invited to meet with Ofsted Inspectors. The Inspection Report said: "*Children and young people are influential in the work of the board. With good links to the children in care and youth councils, members of the 'B-safe' sub-group regularly meet with the LSCB chair. As well as organising a number of initiatives to raise awareness of safeguarding issues which directly affect young people, such as bullying, alcohol misuse and sexual exploitation, this dynamic group of young people continues to shape the thinking of board members*".

### **Recruitment of Ambassador and B-Safe Members:**

During February 2017, we created the opportunity for more young people to apply to become members of the B-Safe Team. In total, we had 56 applications from young people across the City. The young people were invited to group interviews and 25 young people were shortlisted to join the Team. As well as this we opened the opportunity for young people aged between 16-25 to apply to become Ambassadors within HeadStart, with one Ambassador specifically working with the B-Safe team and representing the Team at WSCB.

Going forward priorities for the B-Safe Team April 2017 – March 2018 are:

- Inform the WSCB of children and young people's experiences of safeguarding processes by devising suitable ways to understand what difference safeguarding processes have made to children and young people.
- During Safeguarding week, the B-Safe Team will help raise the profile of Safeguarding by contributing to and developing their own publicity campaign.
- The B-Safe team will be designing, developing and populating the children and young person's pages of the Safeguarding Website to ensure it is appropriately targeted and relevant.
- The B-Safe Team will be taking part in a residential event with the Children in Care Council and Youth Council to strengthen strategic links.
- During October 2017, the B-Safe team and members of the Safeguarding Board will be invited to a workshop to evaluate the evidence submitted for the Anti-Bullying Charter. The panel will make decisions, (dependent on information returned) on who to award the Anti Bullying Charter Kite Mark. An Anti-Bullying Conference will be held in November 2017 during Anti Bullying Week and schools will be presented with their awards.
- Run at least one 'open' / or 'by invitation' event for young people to raise awareness of, and actively involve young people in influencing a specific safeguarding concern.

## Chapter 3: Some facts, figures and Case Studies

Wolverhampton in numbers:

There are 58,167 children and young people in Wolverhampton, this equates to 22.9% of the population. 30% of children and young people are living in low-income families, and 41.6% are from minority ethnic groups.

The largest minority ethnic groups of children and young people in the Wolverhampton area are Asian or Asian-British, followed by mixed (20.6% and 11.3% respectively).

Wolverhampton is a very diverse city and has the second highest Sikh population in the country.

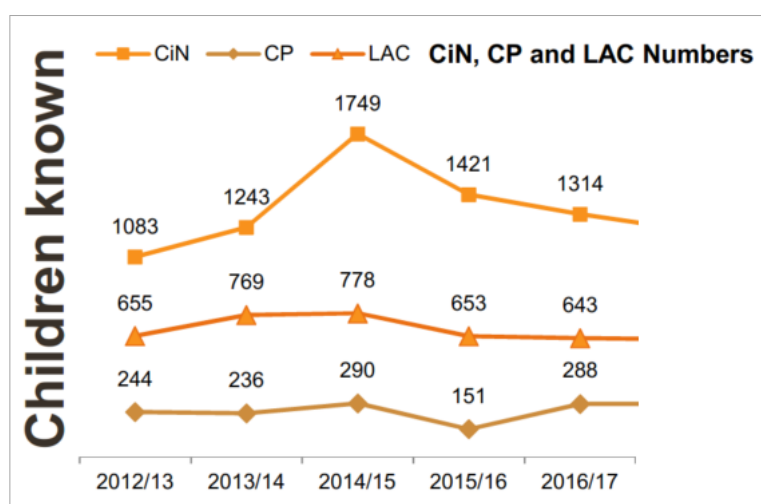
2,042 children and young people were identified through assessment as being formally in need of a specialist children's service as of September 2016, this is down from 2,225 in March 2016 and 2817 in March 2015.

This breaks down into the following:

1207 children and young people were in receipt of support services (Child in Need Plan) as of September 2016, this is a decrease from 1421 in March 2016 and 1749 in March 2015.

209 children and young people were subject of a child protection plan as of September 2016, this in an increase from 151 in March 2016, but a decrease from 290 in March 2015.

626 children were being looked after by the Local Authority as of September 2016, down from 778 in March 2015. 40 children and young people have been adopted in the last 12 months, while 229 children ceased to be looked after and 38 moved on to independent living.



## Early Help

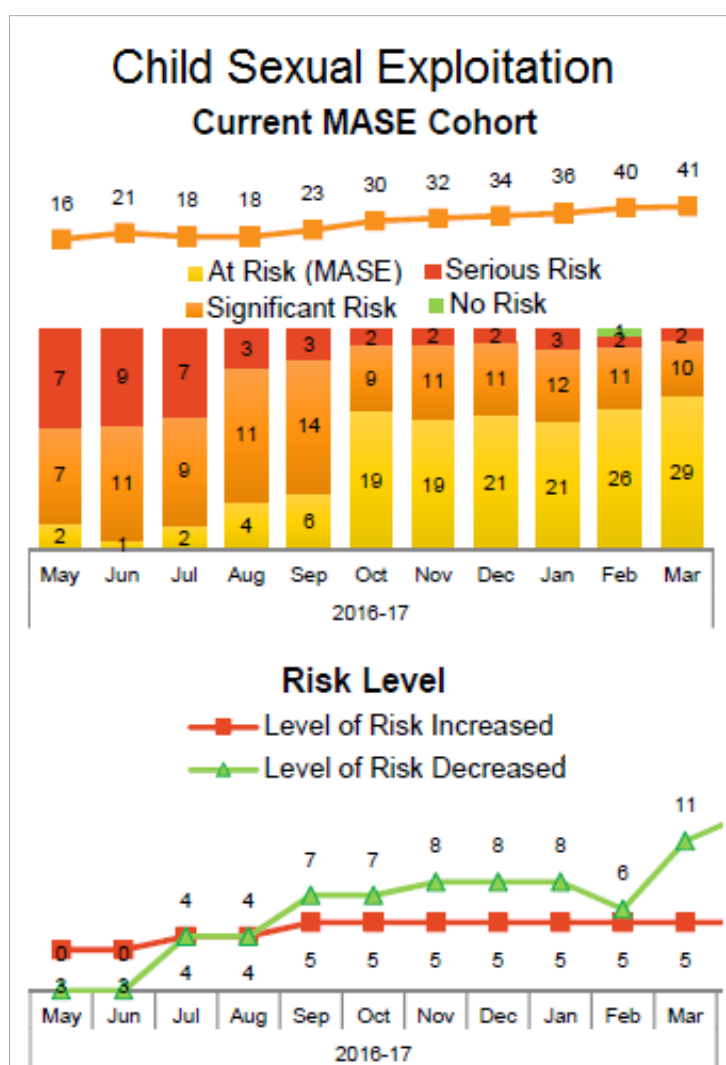
The following table shows the number of children and young people receiving support, having had an Early Help Assessment (EHA).

Measure	Period	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Number of EHAs Initiated	2016-17	525	354	406	1830
Number of EHAs Completed	2016-17	213	116	1724	1219
Number of EHAs open at point in time	2016-17	2492	2730	1412	2023

In November 2016, a new Early Help recording system was implemented, this appears to have led to more accurate recording of the number of children, young people, and families receiving support services through the Early Help Framework.

## Child Sexual Exploitation

This table shows the number of young people that have been considered through the Multi-Agency Sexual Exploitation meeting process, and outlines the risk rating allocated against each young person.



This table shows the trajectory of risk across the reporting year,

## Child Death Overview Process (CDOP)

In accordance with statutory requirements the local Child Death Overview Panel (CDOP) was established during 2008 and has continued thereafter to operate as a joint forum under the direction of Wolverhampton Safeguarding Children Board and Walsall Safeguarding Children Board. The Child Death Overview process, which informs the business of the CDOP attends to:

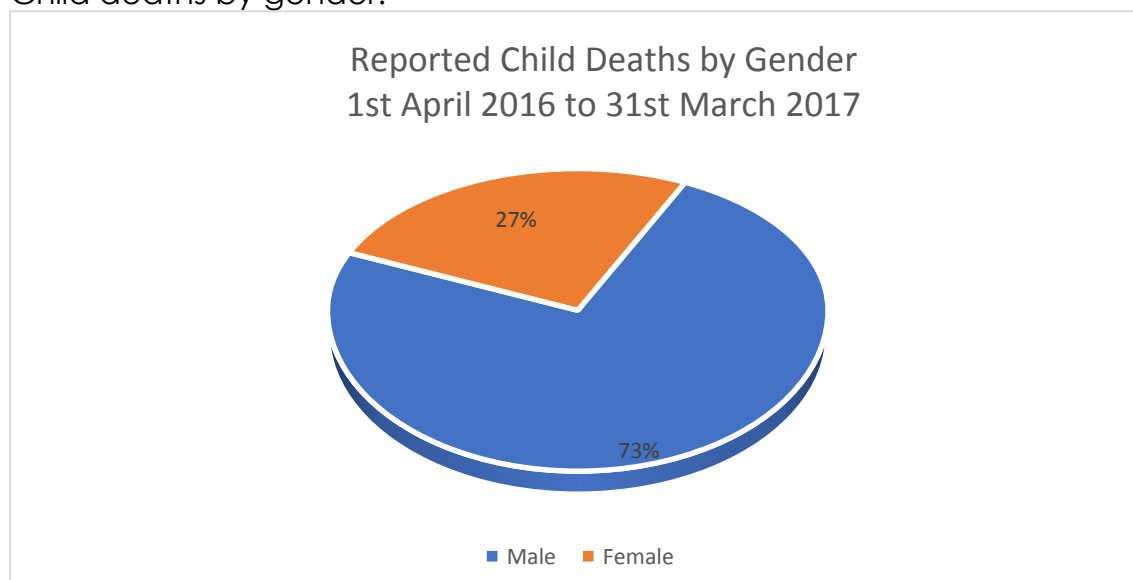
- local care and attention to the needs of individual children and their families around and after the time of death;
- inter-agency working arrangements and activities in the context of fieldwork practice and procedural needs;
- system and process of all child death notifications in the local area;
- local rapid response activities in relation to unexpected deaths;
- local centralised collation of details to inform review by the CDOP; and
- CDOP review of all individual child deaths via combined, multi-agency, collaborative effort.

The following tables show the number of child deaths and a profile of these.

Number of child deaths:

Neonatal	12
Expected	6
Unexpected	8
<b>Total</b>	<b>26</b>

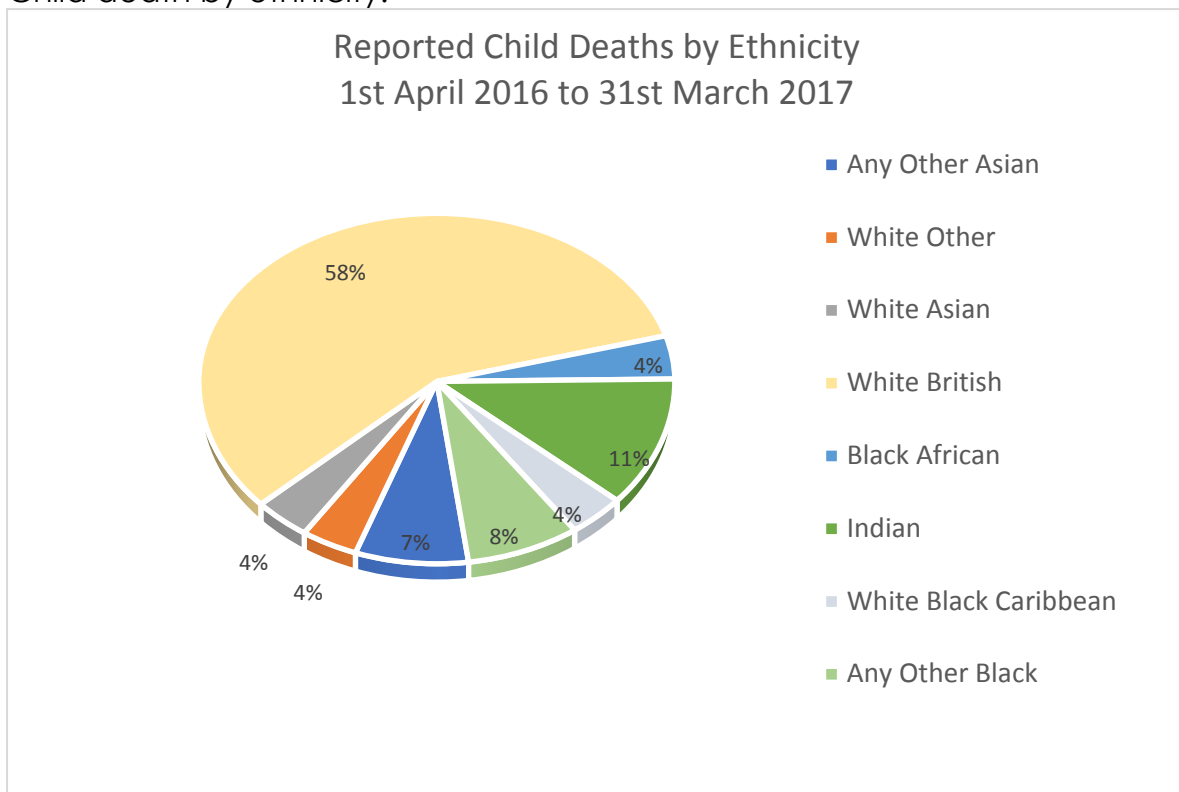
Child deaths by gender:



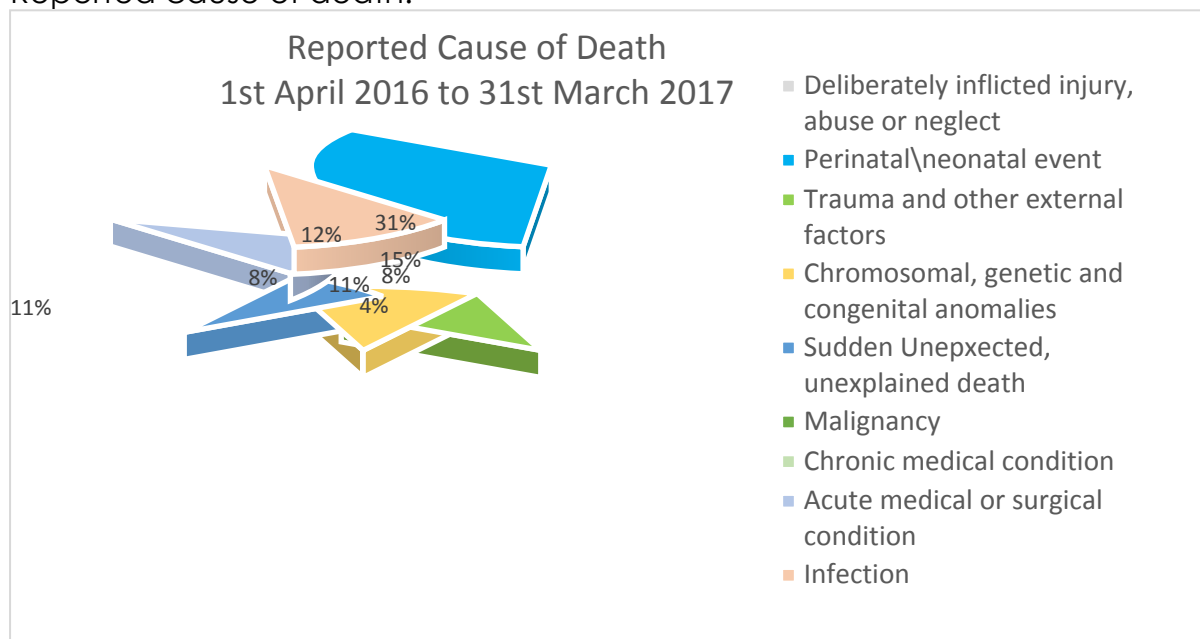
Child deaths by age:



Child death by ethnicity:



Reported cause of death:



“Safeguarding”, in its simplest form, is the recognition of individuals who may be at risk of harm from themselves or others; and once identified, that these individuals receive services that help and protect them. Please find below some examples of what this can ‘look like’ in practice:

### Case Study 1

A criminal investigation commenced in July 2016 regarding a 3-year-old child who suffered significant and permanent injuries, and neglect, at the hands of his mother's and her partner. The case involved a family originally from Zimbabwe, and initial enquiries hypothesised that witchcraft practices may have been involved due to the nature of some of the injuries and the parties involved in the investigation - though this was later unproven.

Sensitive enquiries were required in order to understand cultural practices and the backgrounds of the family and also to engage with the Zimbabwean community who initially were reluctant to support police activity.

The criminal investigation resulted in the victim's step-father being convicted of Grievous Bodily Harm and receiving a sentence of imprisonment of 12 years. The victim's mother was found guilty of child neglect and sentenced to 18 months imprisonment. Both offenders are now facing deportation.

Children's Services supported the victim and found a new home (placement) for him once he was discharged from hospital, where he is reported to be thriving. Since the incident mother has had another child, who is now in local authority care and safeguarded. Whilst this is an individual case where a single child suffered harm (but was rescued from potentially even worse), it does highlight the difficulties and sensitivities required in investigating matters that

may involve differing cultural practices in a tightly knit community, and the potential consequences of being unable to engage with harder to reach communities effectively.

### **Case Study 2**

A youth accommodation facility within Wolverhampton was identified as a CSE (child sexual exploitation) risk location as a result of local police tasking meetings and CMOG (Children missing operational group). This was some premises with a high number of older children at risk of CSE, with a high turnover of occupants. Children would go missing from the premises and sometimes come to harm and there were reports of CSE offences occurring at the premises themselves. It had been challenging to engage with the management and staff at the premises with the initial police activity and partnership scrutiny putting staff on the defensive.

The local authority, CSE co-ordinator, and police partnerships team worked hard at building up a rapport with this facility and identified that effective communication would be key to working together. Training and awareness sessions were provided to staff and management, shared objectives were discussed, regular meetings were arranged, and relationships vastly improved. This led to regular (and welcome) police and agency visits, information and intelligence sharing, and a reduction in both missing episodes and crimes reported at the facility.

### **Case Study 3**

An unborn baby was referred to Children's Social Care by the family GP when the pregnancy was identified, as the previous child in the family had been removed because of significant neglect by birth parents. This elder child was living with their adoptive parents. A Social Worker completed a full assessment prior to the baby's birth that recommended a plan of adoption. Court proceedings were initiated upon birth. The Social Worker utilised 'foster to adopt' procedures, which means that upon discharge from hospital (at birth) the baby went to live with their prospective adoptive parents and their older sibling. The plan of adoption is progressing for this child.

### **Case Study 4**

Hospital Midwives identified that a pregnant woman had suffered Female Genital Mutilation (FGM). This was reported to MASH, in line with local procedures. Both parents were visited at home by workers from their local Strengthening Families Hub to explore parents' views on this issue and assess whether there was any potential risk to the baby once born. The GP was also notified so that their records included information about a potential future risk. In this case parents were very clear that they did not support this practice and would not subject their child to it.



## Chapter 4. Individual Agency Assessments

**The Royal Wolverhampton NHS Trust (RWT)** is one of the largest acute and community providers in the West Midlands having more than 800 beds on the New Cross site including intensive care beds and neonatal intensive care cots.

It also has 80 rehabilitation beds at West Park Hospital and 54 beds at Cannock Chase Hospital.

As the second largest employer in Wolverhampton the Trust employs more than 8,000 staff.

The Trust provides its services from the following locations:

- New Cross Hospital - secondary and tertiary services, maternity, Accident & Emergency, critical care and outpatients
- West Park Hospital - rehabilitation inpatient and day care services, therapy services and outpatients
- More than 20 Community sites - community services for children and adults, Walk in Centres and therapy and rehabilitation services
- Cannock Chase Hospital – general surgery, orthopaedics, breast surgery, urology, dermatology, and medical day case investigations and treatment (including endoscopy)

RWT is well represented at both Board and Committee level. Training and the promotion of the safeguarding agenda has remained a key focus of work for the year. We have continued to provide safeguarding children training to all RWT staff as reflected in the Intercollegiate Document for Health and delivered PREVENT training to over 4000 staff.

We have also developed an internal group within RWT to review the learning from all SCR/SAR/DHR and to ensure actions are progressed. Examples would be our review of Emergency Department (ED) documentation, the introduction of our new Maternity Standard Operating Procedures and our new domestic abuse policy that promotes 'think family'. Furthermore, we have two new groups: Safeguarding Operational Group and Strategic Safeguarding Group to ensure all key messages both locally and nationally are embedded and communicated out to all staff.

Operationally, we have a health representative (Named Nurse) working within the MASH who communicates to all stakeholders both internally and externally; and we contribute to BST screening, MARAC, MASE and other operational groups. We have also reviewed the ED environment for children to ensure the waiting areas are safe. The Family Nurse Partnership Team work continuously

with children, young people and families to ensure their voices and needs are reflected in service delivery.

The ongoing review of policy has continued through the year whereby we have reviewed RWT Safeguarding Children Policy and regularly update the RWT safeguarding Intranet to reflect WSCB key priorities. We also have developed a new DNA policy to ensure young people are kept safe.

RWT remains committed to the work of the WSCB and in the coming year we will continue to prioritise our representation. Our priority for training is to roll out domestic abuse training to key staff and to work with WDVF for FGM and Trafficking training.

We will also be reviewing RWT safeguarding supervision model to ensure we raise within that process an awareness of engaging with children, young people and families/communities as best practice for staff and service users.

**West Midlands Police (WMP)** is the second largest police force in the country, covering an area of 348 square miles and serving a population of almost 2.8 million. The force is divided into eight Neighbourhood Policing Units, each headed by a Chief Superintendent and containing police officers, police community support officers and special constables. There are also 11 specialist teams, which includes the Protecting Vulnerable People team that leads child protection enquiries.

In November 2016 WMP introduced new operational response principles (for all people contacting WMP), which included the introduction of a new grading policy to support the identification of the most suitable Primary (initial response) and Secondary (Investigation management and outcome) investigation resource.

Since the inception of the MASH, which includes a police staffing and information sharing contribution, we have seen referrals for child abuse matters, and corresponding recorded crime (which includes sexual abuse, CSE, physical abuse, and neglect) increase dramatically. This provides evidence of the effective identification of risk from all agencies and the ethical recording of such crime.

In 2016/17 two full time officers were provided to the strengthening families initiative, each having responsibility for 4 Strengthening Families Hubs. 2016/17 saw this service really take off and in partnership with a variety of other agencies support has been provided to some of our vulnerable children in Wolverhampton who have challenging needs in their lives and benefit from this early help support.

The Children's Home forum has been reinvigorated in 2016/17 and is a multi-agency forum, attended by police partnerships team officers, where supported accommodation staff can attend and share information with agencies. This has led to improved contact in 2016/17 and, as a result, an improved picture of the vulnerabilities of some of our children in care. Work has been undertaken to try and improve consistency and standardisation of working practices in care homes and regular inputs are provided by a variety of agencies, such as the CSE co-ordinator, to promote learning in relation to CSE risks and responsibilities to both staff and children.

This has also been an opportunity for staff to feed back to agencies on behalf of the children in their care – particularly in relation to police and social care engagement and is an opportunity for the voice of the child to be heard.

In 2015/16 a Police and Schools Panel was piloted for Wolverhampton. This was then launched officially in September 2016 and continued throughout the school year. The schools panel is attended by head teachers, or their representatives, from secondary schools across Wolverhampton. Partner agencies also attend the meeting, including senior police officers. Information is shared, which may assist the schools in safeguarding their pupils such as recent arrests, drugs seizures, or other significant police contact with young people at their schools. Head teachers will also share intelligence and information which may assist police and other agencies safeguard children or deal with a community threat or tension issue.

In Summer 2017 a review of impact will be carried out and will scrutinise outcomes such as reductions in repeat arrests and reduction in ASB. Police "schools officers" also assist in delivering inputs on the RESPECT agenda where pupils are nominated to take part in this programme.

Police Partnership teams chair the WASP (Wolverhampton Against Slavery Partnership) meeting. This is a multi-agency practitioners group which had previously met to discuss and share information regarding MDS issues and Trafficking. This has now developed, and will continue to develop in 2017/18 into a more strategic tasking group. Attendees include faith leaders, black country women's aid, refugee and migrant centre, statutory partners, Hope for Justice, The Haven, and many others.

Further to the operational contribution to safeguarding WMP are also actively engaged in the work of WSCB and chair the SEMT (sexual exploitation, missing and trafficked) Committee. A key priority for the coming year is to develop a Committee scorecard that will increase our understanding of both activity and outcomes in relation to CSE and Missing and will provide valuable feedback in relation to the effectiveness of partnership tactics and initiatives.

**Public Health and Wellbeing (PH)** is a department that sits within the People Directorate of the City of Wolverhampton Council, tasked with the responsibility for reducing health inequalities and improving the health and wellbeing of the local population. The department aims to influence the planning and delivery of integrated local services, informs commissioning decisions, based on assessed local need; identify and tackle factors that impact upon health and wellbeing; engage with communities in the improvement of their own health and wellbeing, and provide advice on making the best use of collective resources.

In practice this means that PH have assurance roles at various Boards, committees and scrutiny panels across the City. There is a robust process for monitoring performance against service specifications, primarily for public health contracts, to provide assurance on the quality of service provision.

All PH staff undergo mandatory safeguarding training as part of corporate requirements. The department induction pack has been revised to ensure that all new starters and temporary staff are signposted to safeguarding training at a level appropriate to their role. The induction pack also contains contact details for MASH, in the event that there are any concerns about a child or young person.

**Safer Wolverhampton Partnership (SWP)** provides strong governance for delivery against the city's Harm Reduction and Community Safety Strategy 2017-20, monitored through a performance management framework. The strategic priorities of Reducing Reoffending, Violence Prevention and Reducing Victimisation have cross-cutting elements for WSAB and WSCB.

DHR learning is embedded into organisations and learning is disseminated widely.

Case management support, and specialist interventions are commissioned to provide support for those who may be at risk of or involved in youth violence and gang related activities to provide support for the young people to exit such life styles and remain safe.

SWP provides direct safeguarding cross-sector support to partners, e.g. annual address at the Keeping Children Safe in education conference highlighting the requirements of schools under the prevent duty.

SWP takes responsibility for WRAP training to ensure that internal staff and our partner agencies have a full understanding of the Prevent agenda and their responsibilities within that. 94% of all schools have received the training and over 12,000 individuals from partner agencies and the Council since July 2015.

SWP funds several specialist posts including MARAC Coordinator, trainer and IDVA posts, both of which sit within WDFV to ensure that victims of DV are supported and have the correct security and support in place to exit from harmful lifestyle. Provision is integrated into the city's safeguarding arrangements.

SWP has mapped communities across the city which may be more vulnerable to FGM to inform targeted communications and support to challenge cultural acceptance of VAWG and increase confidence in reporting.

SWP will contribute to WSCB and WSAB priorities by:

- Strengthening the integration of pathways into MASH (Prevent and modern slavery);
- Continuing to disseminate learning from DHRs;
- Continuing delivery of WRAP training form frontline practitioners and communities;
- Increasing the provision for hate crime reporting centres within the city; *and*
- Increasing awareness and understanding of modern slavery across the city and build confidence of victims to report.

**Wolverhampton Clinical Commissioning Group (WCCG)** is the leader of the local NHS. WCCG commissions (buy and monitor) everything from emergency/A&E care, routine operations, community clinics, health tests and checks, nursing homes, mental health and learning disability services. As a commissioner, it is the role of the WCCG to ensure that the services that are brought from a range of providers, including RWT and BCPFT, are of high quality and appropriate for the health needs of the City.

The WCCG works closely with Public Health to promote healthy lifestyles and commission services that help people to make healthier life choices.

The WCCG Executive Director for Nursing and Quality has overall leadership responsibility for the organisation's safeguarding arrangements and is a member of WSCB.

The Designated Professional's role is to work across the local health system to support other professionals in their agencies on all aspects of safeguarding and child protection. Designated Professionals are clinical experts and strategic leaders for safeguarding and as such are a vital source of advice and support to health commissioners in CCGs, the local authority and NHS England, other health professionals in provider organisations, quality surveillance groups

(QSG), regulators, the LSCB and the Health and Wellbeing Board. The designated professionals are advisors to WSCB.

The WCCG designated professionals have developed a safeguarding dashboard and a reporting/assurance framework that is to be used by all services commissioned by WCCG to provide assurances regarding their organisations safeguarding arrangements. Reports are presented at established forums where non-compliance is challenged and areas for further development are identified. This is further enhanced as the WCCG safeguarding team carry out safeguarding quality visits as required and request additional information as required through the contract team to maintain an oversight of all health services across the city.

The WCCG Designated Doctors and Nurses for Safeguarding and Looked After Children are embedded in the clinical decision making of the organisation, with the authority to work within local health economies to influence local thinking and practice.

The WCCG commissioners and contract team work closely with the WCCG safeguarding team to ensure services commissioned by WCCG includes appropriate arrangements to safeguard all children.

The WCCG safeguarding policy help staff to recognise additional vulnerabilities as defined in Working Together (2015).

On commencement of a new contract the WCCG designated professionals meet with the organisations safeguarding lead to clarify the expectations of WCCG regarding the organisations safeguarding arrangements and reporting arrangements. This ensures appropriate oversight and availability of on-going support.

The WCCG safeguarding team are working with the contracts team to request position statements for a number of specific areas. These include assurances against the West Midlands Domestic Violence standards and FGM. This will identify areas of good practice and those where further work is required to achieve full compliance.

The Children's commissioner is working with the local authority to ensure that the revised Local CAMHS transformation plan takes into account the needs of children and young people who are particularly vulnerable including those who are looked after by the Local Authority. WCCG is working with the Mental Health Provider to ensure that there is an increased presence in the Refugee and Migrant Centre to increase assessments undertaken of their mental health needs.

In 2017/18 WCCG are planning to access schools, Wolverhampton Youth Council and local colleges and universities specifically to engage about the

CAMHS plans and SEND agenda. WCCG have agreed to go into local schools (secondary) to gather opinions and views to inform the CCG on the public's current understanding of CAMHS; what is needed; and what is wanted by young people across the city.

**Wolverhampton Youth Offending Team (YOT)** is a multi-agency team that comprises of staff from partner organisations who work together in co-location to improve outcomes for children and young people and enhance the safety of the community. The YOT is located within the Children and Young People Service of Wolverhampton City Council, which places our work within the wider services for vulnerable children. Under statute, a local YOT is accountable to a YOT Management Board who oversee and scrutinise the work of YOT's.

The YOT Head of Service is a member of the WSCB and Executive, chairing the SCR Committee. The reports taken to the Youth Justice Board in respect of Community Safety and Public Protection Incidents (CSPPI) are a standing agenda item on the SCR Committee agenda.

Safeguarding is a standing item on the YOT Management Board agenda and discussions in the last year have focused on CSE, gangs and the needs of children in custody.

The YOT actively participates in the local procedures to address CSE – MASE, strategy meetings and CMOG, being represented at the strategic group by a colleague Head of Service.

Over the last twelve months the assessment template and process for the YOT has completely changed to ASSETplus. This new assessment framework requires full assessment of the safety and wellbeing of young people, and management oversight is mandatory. In addition, recent National Standards Audit focused on our work with victims and young people in the court, and safeguarding was an area of focus within this. Viewpoint survey undertaken with a cohort of 60 YOT service users indicated the majority were aware of and felt safe with their work with the YOT.

The monitoring and evaluating the impact of our services continues through management countersigning, supervision, audit and service user feedback. We also share our serious incident reviews within the partnership to ensure transparency and accountability.

A key safeguarding concern within the YMB and operational delivery at present is the impact and harm caused by youth violence and gang affiliation within the city.

The YOT is working across the partnership to highlight these concerns and work on a multiagency basis to improve the choices and range of services available to young people vulnerable to involvement in gang and youth violence.

The YOT will continue to work to address the needs of young people vulnerable to CSE.

The YOT will strive to provide a quality service that addresses the needs of young people in courts (including safeguarding) but this is an increasing challenge given the unpredictable listings.

Our priorities for the coming year are to continue:

- To regularly utilise our risk safety and wellbeing processes to promote safeguarding and ensure relevant delivery;
- To participate in SCR processes;
- To undertake CSPPI where appropriate;
- To attend and contribute to CMOG;
- To support MASE, strategy and other multiagency venues to support the drive against CSE;
- To have a bespoke custody officer in the YOT to undertake visits;
- To ensure we undertake assessments in the court cell blocks wherever possible; *and*
- To continue to support the work of our B-Safe Team.

**City of Wolverhampton College** is a further education provider within the City. The college offers courses to students from Wolverhampton and the surrounding area. Courses offered include, GCSEs, BTECs, A Levels Access and Apprenticeship courses. In addition, the college also offers some higher education courses in conjunction with the University of Wolverhampton.

The college has a designated person with responsibility for strategy, policy and procedure - the Student Services Director. In addition, there are two college managers with responsibility as Deputy Designated Person.

The Safeguarding Team is represented by a named Safeguarding Officer on each of the three main campuses in order to support day to day welfare concerns and child protection issues.

All members of the safeguarding team have access to safeguarding supervision from a qualified NSPCC trained professional. This support can be extended to include the wider college community when required.



- College has a highly skilled & trained safeguarding team working across all college campuses.
- College has a robust safeguarding policy & procedures in place that comply by the Board's expectation in keeping children, young people and vulnerable adults safe.
- There is a service level of agreement in place with Wolverhampton Youth Offending Team.
- There is a Post 16 Young People in Care and Care Leaver Learner Support Partnership Agreement in place with Wolverhampton City Council.
- Offender risk assessments are conducted where students have declared they have a conviction with the relevant agency (YOT, Probation, Police)
- Termly safeguarding reports are provided for governors
- Feedback is sought from students who have been supported by the safeguarding team.
- Safeguarding team update their training to ensure their knowledge and skills are up to date relation to safeguarding.
- Safeguarding team meet on a fortnightly to discuss their case load as part of their supervision. In addition to the termly reports provided to Executive Management Team updates are regularly provided to Inform strategic planning regarding national reports including; Counter Terrorism and lessons learnt from serious case reviews undertaken nationally and within the city.

A comprehensive risk register has been developed to monitor safeguarding at all levels. The risk register is maintained by the Designated Person linking in with named leads for; Quality, Finance/Health and Safety, Human Resources and Teaching, Learning and Assessment. An additional risk register has been developed to monitor the implementation of Prevent and British Values.

In addition to the termly reports provided to Executive Management Team updates are regularly provided to Inform strategic planning regarding national reports including; Counter Terrorism and lessons learnt from serious case reviews undertaken nationally and within the city. Additional questions regarding Prevent and British Values have been included with the safeguarding questions asked during recruitment to all new positions.

Furthermore, an annual self-assessment is undertaken to review the overall effectiveness of safeguarding within the College.

The college is represented on all safeguarding board meetings for both children and adult services. In addition, the team have representation on a number of committees.

Two members of the safeguarding team have completed the PREVENT train the trainer course (WRAP 3) and are now delivering the training to college staff. To date 31 workshops have been delivered and 342 staff have successfully completed the training and a further 501 college staff have successfully completed face to face safeguarding training. 43 college managers have successfully completed safer recruitment training.

In line with our commitment to continue to safeguard children, young people and vulnerable adults at the College we will:

- Continue to develop challenging and rigorous approaches for monitoring and evaluating the impact of services on safeguarding and promoting the welfare of our students.
- Ensure safeguards are in place and everything we do promotes safe and welcoming environment for our students, staff and all college users.
- Continue to critically monitor our safeguarding practices and develop best practice.
- Safeguarding policy & procedures reflect guidance given by DfE Keeping Children Safe in Education.
- Take part in all audit processes that are undertaken through the LSCB
- All staff have received safeguarding & Prevent training.
- All students are made aware of support available through the college
- Safeguarding is promoted to students through the personal tutorial process (Career Coach sessions)
- Students and staff are clear on what action to take if they have concerns or if they need support.
- We support key campaigns within the City including 'Turn the World Orange'

**Wolverhampton Voluntary Sector Council (WVSC) / Third Sector** WVSC is a Local Infrastructure Support Organisation for voluntary and community organisations (VCOs) in Wolverhampton which exists to support the development of an effective voluntary and community sector (VCS) in the city. In 2016-17 it also delivered a number of services based on an 'experts by experience model'.

Our representative on the safeguarding boards acts as the safeguarding champion for the local VCS providing a single point of contact for local VCOs in all matters relating to safeguarding that they need help and support with. In 2016-17 this has included: supporting policy and procedure review /development; advising on DBS checks (including eligibility); supporting organisations facing allegations about staff or volunteers; providing regular up to date safeguarding information and news; and signposting to, or facilitating access to, training.

The WVSC rep provides regular challenge to the Board, in particular by highlighting a voluntary and community sector perspective on safeguarding developments, and also by ensuring that the experiences of service users / members of the public are at the forefront of decision-making.

Our representative is a member of the WSAB Executive, chairs the Communication & Engagement committee and is an active member of the Joint Learning and Development committee. We have played a leading role in: the #orangewolves campaign to raise awareness of violence against women and girls (alongside Wolverhampton Domestic Violence Forum and the Council); the #smallgoodthings initiative to prevent the needs of adults reaching a point where they need a safeguarding intervention; and organised two multi-agency safeguarding forums for staff to share their views.

As an organisation, this year we have: reviewed our own safeguarding adults and children policies and procedures; begun work on embedding the Wolverhampton Domestic Violence Protocols in the work of our organisation; successfully argued the case for funding from the Boards for a Faith Group Engagement Worker to enhance safeguarding support for faith groups; rolled out online safeguarding training to all staff; implemented a safeguarding training framework for VCOs; and successfully applied for funding from the Council under the Pathways to Support funding to lead a collaboration of 6 other VCOs to support 20 adult facing organisations in the city to embed a 'Think Family' approach in their work.

WVSC contribution to WSAB priorities for 2017-18:

1. Deliver training to embed Domestic Violence Protocols across all parts of the organisation.
2. Develop the safeguarding adults training offer for VCOs.
3. Support Faith Group engagement in relation to safeguarding and across Safer Wolverhampton Partnership and Public Health agendas.
4. Support the prevention agenda through #smallgoodthings approach and Think Family Champions project.

5. Continue to support the work of WSAB through membership of Executive committee, chairing the Communication and Engagement committee and membership of Learning and Development committee.

**Cafcass (Children and Family Court Advisory and Support Service)** represents children in family court cases, making sure that their voices are heard and decisions are taken in their best interests.

The process by which safeguarding is integrated into the different aspects of Cafcass' statutory work in private law, public law and adoption cases are set out in discrete sections of Cafcass' Operating Framework.

Cafcass has a statutory duty (s16A Children Act 1989) to undertake a risk assessment where there is cause to suspect that a child is at risk of harm, and to provide that risk assessment to the court. The requirements relating to Cafcass' s16A duty are set out in the Child Protection Policy and in the s16A guidance to staff.

Performance is measured by a number of key performance indicators that are set by our sponsor department, the Ministry of Justice. The key performance indicators measure:

- The proportion of open public law care workload allocated to an appointed Children's Guardian.
- The timeliness of allocation to an appointed Children's Guardian, for all care applications received.
- The proportion of open private law workload allocated to a Family Court Adviser.
- The proportion of Section 7 reports that meet their agreed filing times.

The experiences of children (and families) are captured through compliments and complaints and internal audits as well as our contributions to serious case reviews and where complaints are received from young people. Key issues are fed into the national learning log.

The FJYPB has inspected all Cafcass offices to ensure they are child friendly and promote participation. This involved interviewing staff about how they engage with children and young people. FJYPB members have been trained to participate in peer reviews of Cafcass service areas. They have also reviewed the tools used to engage children to ensure that they are effective from their perspective.

Cafcass' main priorities in 2016/17 were to continue to improve the quality of our work, and to support family justice reform. These are a few examples of how we have done this:

Production of the **Domestic Abuse Practice Pathway** which provides a structured framework for assessing cases where domestic abuse is a feature, and ten new evidence-based assessment tools.

A revised **Quality Assurance and Impact Framework**, together with mechanisms to establish, and raise, the quality of our work including thematic audits, Area Quality Reviews, and the work of the National Improvement Service.

Provision of continuous **Learning and Development** opportunities for staff including: e-learning; Research in Practice resources, the Cafcass library and the dissemination of internal research.

Contributions to **innovations** and **family justice reform**, designed to improve children's outcomes and make family justice more efficient. These are formed in private law by projects trialling pre-court or out-of-court ways of resolving disputes; and in public law projects aimed at helping local authorities and parents to 'find common ground', thus diverting cases from or expediting cases within, care proceedings.

Support to our **child exploitation** and **diversity** ambassadors/champions who collate learning from inside and outside the organisation on these subjects and promote it to colleagues.

**City of Wolverhampton Council Children and Young People Services (CYPS)** brings together a range of help and protection services for children and young people.

During 2016/17 the work of children's services moved from improvement to transformation. A Transforming Children's Services Board was established to oversee the delivery of key priorities including:

- the revised early intervention model and specialist support service, ensuring families that need help are identified early and receive the right support at the right time;
- the continued development of the Multi-Agency Safeguarding Hub (MASH) to ensure a whole family approach to protecting children and families;
- continued analysis and work on looked after children to ensure only the right children come into the system and when they do that permanency is secured for them in a timely manner;

- the review and transformation of child and adolescent mental health and emotional wellbeing services including Headstart; and
- the development of a 16+ Strategy to improve the support and options available to increase the engagement of young people in education, employment and training.

Over the last year there has been increased capacity in the social work structure to reduce caseloads of front line managers and ensure manageable caseloads across the social work teams.

The MASH has put Wolverhampton in a good position to effectively respond to safeguarding referrals and strengthen the referral and assessment process. At the end of August 2016, the MASH was extended to include safeguarding adults to ensure an integrated approach to safeguarding across children and adults.

In April 2016, the Specialist Support Service was established in recognition of the need to develop additional support for families in crisis and on the edge of care.

During 2016, the services within Children and Young People were subject to fundamental transformation and redesign in order to ensure that there is a focus on children and families with the greatest need and to improve the effectiveness of interventions. A 0-18 Strengthening Families model, based on 8 locality hubs, was developed working with whole families and an emphasis on outreach.

#### Early Intervention Service

One of the key targets for this service is increasing take-up of the 2-year-old nursery offer. Since the team formed in April 2016, they have supported over achievement of both local (75%) and national (70%) targets with 80% of eligible children accessing a place in the Spring 2017 term.

The creation of parent champions has led to an increase in parents achieving permanent employment and actively seeking employment – the parent champions acknowledge they would have found this difficult, or not a priority, prior to their taking on their role.

Under the Early Intervention service an Outcome Star is completed at the first intervention with the family, ensuring an accurate baseline is established. Evidence is available to demonstrate that families that receive support do have improved outcomes

Monthly Strengthening Families Hub Surgeries have been introduced which provide an opportunity for professionals to drop in and discuss concerns that they may have about an individual/family with managers from the

strengthening families hub and an educational psychologist. The surgeries support early intervention work being undertaken by partners and ensure cases are being dealt with in the right threshold.

### Specialist Support Service

The support available via intensive family support, family mediation and family group conferencing, short break respite support, therapeutic support and out of hours' support to Emergency Duty Team (EDT) has resulted in the active prevention of family breakdown. Evidence also shows that less than 12% of young people who have accessed respite care subsequently became Looked After Children (LAC). Furthermore, Family Support workers working alongside EDT have resulted in a 16% decrease of emergency admissions into the care system.

Private Fostering: An action plans in place to increase awareness and reporting of private fostering arrangements. Extensive marketing and awareness has been rolled out within the local authority and across the city, using revised/re-branded materials.

Participation of children and young people across the city is an essential contributory factor to the development of services delivered to children. This is underpinned by the Participation Strategy, which sets out clear standards of participation for children and young people to ensure that it is not tokenistic and remains relevant.

Wolverhampton have created a Children and Young People's Plan wherein the priorities for 2017/18 are outlined. To contribute to the safety and protection of children, young people and their families the Directorate will:

- Continue to transform the way that we work, providing the workforce with the tools and training to be agile and productive
- Deliver consistent and quality services to children, young people and families
- Embed the culture of participation and ensure feedback from service users is captured, analysed and used to inform service improvement
- Work effectively in partnership with other statutory and voluntary agencies to develop and deliver integrated approaches and improved outcomes for children and young people

## **Chapter 5: Formal audits of our safeguarding arrangements**

WSCB undertakes a range of audit activity in discharging our 'monitoring effectiveness' function. During 2016/17 this included a formal evaluation against Section 11 compliance; completion of a range of MACFAs (multi-agency case file audits); and a variety of case reviews, to include the publication of two Serious Case Reviews.

We also publish our CDOP (child death overview panel) Annual Report – summary details outlined in Chapter 3.

All of these activities have supported the WSCB to shape our priorities for the coming year and to formulate our assurance statement.

As we have stated in a number of sections of this report, our own evaluation has very much mirrored the findings of the Ofsted Inspection conducted towards the end of the financial year.

In brief, that we have strong partnership arrangements and there is a strong commitment to safeguard and promote the welfare of children and young people in Wolverhampton. In turn, children and young people at risk of harm or in need of additional help are appropriately identified and, once known, services are appropriate to meet their needs and protect them from harm.

However, even though we have a good degree of assurance through our own evaluation processes and from the Ofsted Inspection, we remain committed to continually improve our oversight and monitoring effectiveness function. To this end during 2016/17 we separated our Performance and Quality Committees into two separate Committees and we have committed additional budget to employ a Quality and Performance Officer in the course of 2017 as part of an enhanced Business Unit support infrastructure.

Furthermore, we have taken part in the Regional Section 11 project and will continue with this work in the coming year to further strengthen our audit processes under Section 11 (the duty to co-operate and prioritise safeguarding of children and young people outlined in Section 11 of the Children Act 1989, updated 2004).



## Chapter 6: Learning and Development

WSCB Learning and Development Committee set the following priorities for 2016 – 2017.

- The amalgamation of the two current committees – WSCB Learning and Development Committee and WSAB Workforce Development to become one committee that represents both Local Safeguarding Boards;
- Development of a Joint Safeguarding Training Strategy and training programme through the work of the Joint Committee;
- Further analysis of the training programme;
- Complete a full analysis of evaluation outcomes once they have been in place for twelve months; *and*
- Develop an evaluation tool to monitor the quality of single agency training and provide appropriate support.

In respect of the amalgamation of the two Committees the ideology underpinning this was to:

- Strengthen the message across the workforce through training to 'Think Family';
- Increase capacity to deliver a training programme that meets the need of the workforce; *and*
- Increase capacity of those individuals who attend both adults and children committees.

A series of workshops lead by the City of Wolverhampton Council Workforce Development Team were held to plan and realise the joint committee. The Committee Annual Report presented to December 2016 WSAB stated: "This method of working was felt to be a great success, with full consultation and engagement with partners, resulting in a number of key decisions being made."

The first Joint Learning and Development Committee met on the 10<sup>th</sup> November 2016 and has met bi-monthly since then. The Committee has agreed terms of reference and a Work Plan aligned to the WSCB and WSAB Strategic Priorities.

The Ofsted Single Inspection of services for children in need of help and protection, children looked after and care leavers and Review of the effectiveness of the Local Safeguarding Children Board published on the 31<sup>st</sup> March 2017 recognised that:

*"Experienced and assured, the LSCB chair brings rigour to the work of the (children's) board while at the same time providing effective challenge. He*

*has used his position as chair of both the Adult and Children Safeguarding Boards effectively to promote a more joined-up approach across children and adult services, particularly at key transition points. Two of the sub-groups (committees) – the learning and development, and the communication and engagement – are shared with the Adult Safeguarding Board."*

Furthermore, this inspection determined that:

*"Working in close collaboration with neighbouring safeguarding boards, the learning and development sub-group (committee) offers a comprehensive range of safeguarding courses. Many of these courses are relevant to professionals working with children or adults. This approach ensures that, irrespective of their primary focus, professionals are able to recognise and respond to safeguarding issues and concerns that have an impact on children and young people (and adults). However, although the board has strengthened its capacity to design and deliver training, it neither has a formal training strategy nor routinely evaluates the impact of training on frontline practice."*

This feedback reflects that the joint committee did not fully realise all of the priorities set for the year due to the additional work to align the committees. However, work has commenced on the Joint Training Strategy and a refreshed Joint Learning and Improvement Framework whereby it is anticipated that these will be presented to the Executive in the summer for ratification.

Furthermore, an evaluation tool has been implemented that provides initial 'reactive' feedback from delegates immediately following multi-agency course delivery. Limited capacity within the Business Unit has impacted upon the ability to undertake any further impact evaluation both from a multi-agency perspective or in support of single agency impact evaluation. The proposed increase in resource within the Business Unit is anticipated to bring traction to this work throughout 2017/18.

During the year members of the Committee have been actively engaged in the Black Country Training Project. This project sought to realise a fully integrated training offer and support structure across the Black Country conurbation (Wolverhampton, Walsall, Dudley and Sandwell). The project has had limited success in achieving its primary objective of a single unified regional multi-agency training programme delivered through a formal partnership and single IT support structure. The project has realised some shared training and it is anticipated that this will continue.

However, a formal project review mid-year identified that achieving a full partnership approach with a shared booking system and one regional offer is not logistically desirable or viable within current resources. A decision has therefore been taken to formally close the project. However, a 'collaborative approach' that delivers a blend of both regional and locally commissioned

training will continue. Each Board area will manage their own offer and will retain their own individual support infrastructures.

Whilst the project has not realised its main objectives, the Committee notes that there has been some success and the current collaborative way of working across the Board areas is proving very productive. It is anticipated that the current level of co-operation will result in an increasing pool of regional training over time but with each area retaining the freedom to tailor this to local need.

You can find details of our latest training online at:

<https://www.wolverhamptonsafeguarding.org.uk/>

## **Chapter 7: How are we doing as a Board?**

As referenced earlier in the report Ofsted undertook a rigorous inspection of services in Wolverhampton. This included a review of the WSCB. Inspectors found the board is meeting its statutory responsibilities, is “well chaired and well led”, has strengthened engagement with schools and health partners, and promoted “a more joined up approach across children and adult services”.

Partner agencies are well represented on the board and have a “shared commitment to delivering high quality safeguarding services”.

The serious case review sub-group and child death overview panel are both “well developed and effective.” Learning from serious case and child death reviews are “systematically shared with professional and partner agencies”, and “result in improvements in service delivery and safeguarding practice”.

Robust strategic and operational arrangements “safeguard and protect children and young people who go missing or are at risk of sexual exploitation” – with inspectors noting that training for taxi drivers and hoteliers has increased awareness of child sexual exploitation – and links with local faith groups have been strengthened.

The board has “developed a strong local profile by running successful campaigns” highlighting issues such as violence against women and girls, radicalisation and sexual exploitation, while good links with the Children in Care and Youth Councils mean children and young people are “able to shape and influence the work and thinking of the board”.

Concluding that Wolverhampton Safeguarding Children's Board “requires improvement”, inspectors made a total of five recommendations, each of which have been incorporated into the Board's refresh of the strategic plan.

These are outlined in the following chapter.

Over the course of 2016/17 the Board undertook a series of self-assessment exercises and it is pleasing to note that our own analysis formulated similar conclusions to those of Ofsted in terms of our strengths and areas for development.

## Chapter 8: What we have learnt: the priorities and challenges for next year

Our review of the work of the Board over the last 12 months has helped us to review and re-shape our strategic priorities for 2017 to 2019. These are outlined below and will drive the work of the Board and all of its constituent parts:

<p><b>Priority 1:</b></p> <p><b>Effective Leadership, Challenge and Change</b></p>	<p>Priority Lead: <b>Emma Bennett</b></p> <p>We will operate an effective LSCB that focuses its work on local safeguarding priorities including support, challenge and holding multi agencies to account for their contribution to the safety and protection of children, young people and families living in the City of Wolverhampton.</p>
<p><b>Priority 2:</b></p> <p><b>Front-line Practice and Performance and the impact of Safeguarding</b></p>	<p>Priority Lead: <b>Manjeet Garcha</b></p> <p>We will develop rigorous approaches to monitoring and evaluating the impact of services on safeguarding and promoting the welfare of children &amp; young people.</p>
<p><b>Priority 3:</b></p> <p><b>Safeguards for particular vulnerable children and Young People</b></p>	<p>Priority Lead: <b>Des Lambert</b></p> <p>We will ensure that everything we do promotes improved practice to help safeguard and meet the needs of those children and young people who are particularly vulnerable, or are at increased risk of harm.</p>
<p><b>Priority 4:</b></p> <p><b>Communicate and Engage</b></p>	<p>Priority Lead: <b>Stephen Dodd</b></p> <p>We will ensure that we engage children, young people, families and communities of all backgrounds and make up, in the work of WSCB.</p>

Our priority actions for the coming 12 months have been shaped by the recommendations made by the Ofsted inspection and our own evaluation. These are:

### WSCB Priority Actions

#### Ofsted Recommendations 2017

1. Further develop the board's risk register to include those risks which have the potential to have a negative impact on the ability of partner agencies to safeguard and protect children and young people effectively (para. 119).
2. Ensure that the Local Safeguarding Children Board has the right level of performance management information with which to challenge and hold to account partner agencies on the effectiveness of their safeguarding responsibilities (para. 120).
3. Develop a coherent rolling programme of single and multi-agency audits with which to quality-assure the work of partner agencies in safeguarding and protecting children, and ensure that the results of Section 11 audits are moderated effectively (paras. 121 and 122).

4. Develop a robust training strategy which incorporates a system with which to evaluate the impact of training on frontline practice (para. 129).

5. Further strengthen the annual report to ensure that it provides a clear picture of the effectiveness of partner agencies across all key safeguarding services, including the independent reviewing officer service, the work of the designated officer in managing allegations against professional and private fostering arrangements, as well as learning from serious case reviews and child deaths (para. 130).

#### Additional Areas of Focus

1. Continue to strengthen the voice of the child in influencing the work of WSCB.
2. Publish a revised Thresholds to Support to aid understanding and application of thresholds.
3. Strengthen the evaluation of the early help offer, including partners understanding and implementation of their early help responsibilities.
4. Evaluate CSE and missing initiatives relating to prevention, protection, prosecution and disruption and seek assurance that the right support is being made available to victims.
5. Maintain focus and scrutiny of services for particular groups of vulnerable children.
6. Continue to strengthen communication and engagement with children, families, communities and the wider public.

## Contact details for the Board

Priory Green Building

Tel: 01902 550477

Whitburn Close

Email:

Pendeford

[wscb@wolverhampton.gov.uk](mailto:wscb@wolverhampton.gov.uk)

Wolverhampton

[wsab@wolverhampton.gov.uk](mailto:wsab@wolverhampton.gov.uk)

WV9 5NJ

## How to report concerns about a child or young person

**If you are concerned about a child or young person** (including yourself)....

**If a child is in immediate danger of serious harm or has been left alone dial 999** and let the operator know that it is a possible child protection issue.

**If the child is not in immediate danger of serious harm but you know or suspect they are being abused or neglected call us:**

- **Monday to Thursday 8:30am to 5pm, Friday 8:30am to 4:30pm on 01902 555392**
- **Outside of the above hours for emergencies on 01902 552999**
- **If the child or young person is at immediate risk of serious harm dial 999**

If you suspect or believe a child is suffering or is likely to suffer Significant Harm, including any form of mistreatment or abuse, you should report your concerns. You can report your concerns by phone or by completing a [Wolverhampton Safeguarding Children Board Multi-Agency Referral Form](#) for referrals to Children's Social Care. If you work for an organisation, you should always complete one of these forms within 24 hours of any phone call preferably after having spoken with your organisation's Named Safeguarding Children Lead.

## Appendix A. Illustrative Scorecard

The Quality and Performance Sub Group of WSCB was tasked, two years ago, with developing a multi-agency dataset for the Board. This was to address the long-standing imbalance whereby almost all of the performance data that the Board scrutinised came from the city council as opposed to the broader partnership. This dataset was first used during the 2012-13 performance year and had begun to provide longitudinal data which can assist in identifying trends. However, the heavy focus on social care rather than multi-agency indicators and the limitations in the performance analysis have been recognised and WSCB requested that performance reporting was reviewed and redeveloped in order to meet performance monitoring requirements.

To assist LSCBs in undertaking performance monitoring responsibilities, regional LSCBs have developed a compendium of qualitative and quantitative performance information which may be considered by single agencies or LSCB as a partnership to help undertake their responsibilities alongside the DfE Safeguarding Performance and Information Framework. This framework has been used as a basis for the re-development of the WSCB quarterly performance monitoring report. The quarterly monitoring will specifically utilise Part A of the framework which is a short list of key performance measures. Part B comprises a more comprehensive list of possible information (or evidence), both qualitative and quantitative and the intention is to bring this together for Wolverhampton, however, the priority is the development of the regular report based on Part A.

The quarterly data set is collated, compiled and analysed by the Business Intelligence Team (Community). It will then be presented to the Quality and Performance Sub-Committee (Q&P) who will look at the data, provide further analysis, commentary and possible explanations and identify areas where further analysis and investigation may be required. The group will also identify areas of good performance and areas of potential concern which need to be brought to the attention of the Board. The Chair of the Q&P Sub-committee will then prepare an overview report to support the quarterly report and these will be submitted to the WSCB.

The full scorecard can be electronically accessed via the following link, or by request via the Safeguarding Boards Business Unit.

<https://www.wolverhamptonsafeguarding.org.uk/images/safeguarding-children/WSCB-Performance-Scorecard-Q3-2016-17.pdf>

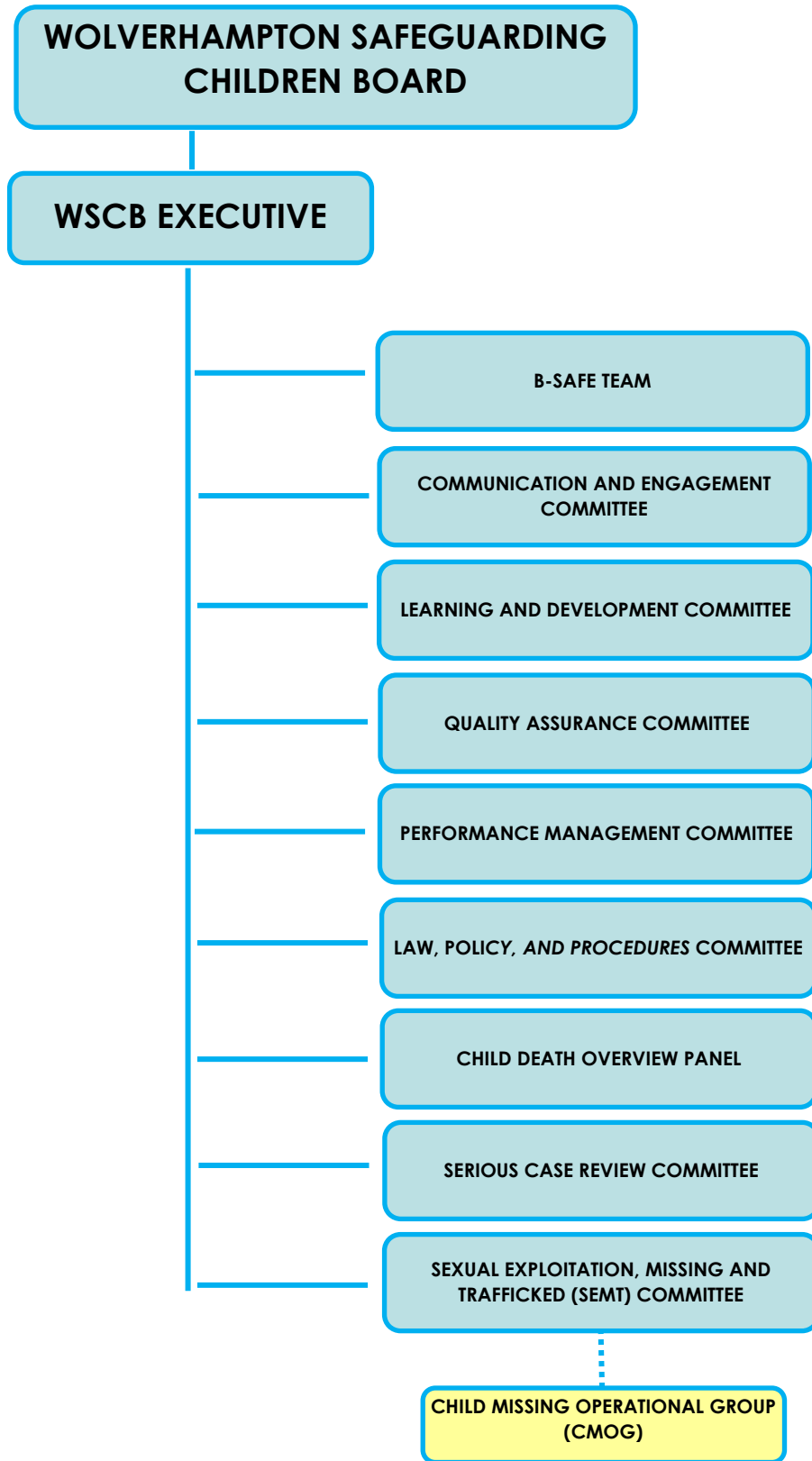


## Appendix B. Members of Wolverhampton Safeguarding Children Board (31 March 2017)

Member Details	Group / Role
Alan Coe	Joint Independent Safeguarding Adult's & Children's Board Chair
Andrea Dill-Russell	Student Services Director, Wolverhampton College
Ann Brown	Executive Head Teacher, Central Learning Partnership Trust Special Schools, Secondary School Representative
Catherine Williams	Designated Doctor for Safeguarding, Wolverhampton Clinical Commissioning Group
Cheryl Etches	Chief Nursing officer, Royal Wolverhampton Hospital Trust
Chris Bryne	Deputy Head, Designated Safeguarding Lead
Cllr Val Gibson	Cabinet Member for Children and Young People
David Perrin	Lay Advisor, Wolverhampton Safeguarding Children Board
Dawn Williams	Head of Service, Safeguarding Services, City of Wolverhampton Council
DCI Derek Lambert	Detective Chief Inspector, West Midlands Police Lead for Adult and Child Public Protection
Diane Partridge	Interim Board Manager
Emma Bennett	Service Director, Children and Young People, City of Wolverhampton Council
Eva Rix	Associate Director of Safeguarding, Black Country Partnership Foundation Trust
Fiona Pickford	Head of Safeguarding, Royal Wolverhampton Trust
Glenda Augustine	Consultant in Public Health
Jayne Meir	Chief Superintendent, Local Policing Unit Commander, West Midlands Police Service
Karen Samuels	Head of Community Safety, Red Lion Street
Kathy Cole-Evans	Strategy Co-ordinator & Manager, Wolverhampton Domestic Violence Forum
Linda Sanders	Strategic Director, People Directorate, City of Wolverhampton Council
Lorraine Millard	Designated Nurse for Safeguarding, Wolverhampton Clinical Commissioning Group
Manjeet Garcha	Executive Lead Nurse, Wolverhampton Clinical Commissioning Group
Mark Heywood	Head Teacher, Independent School Representative, Royal School Wolverhampton
Patricia Scott	Head Teacher, Infant / Junior School Representative, Loxdale Primary School

<b>Member Details</b>	<b>Group / Role</b>
Pauline McDonald	Service Manager, Public Law A12, Children and Family Court Advisory and Support Service
Sally Nash	Head of Youth Offending, City of Wolverhampton Council
Stephen Dodd	Wolverhampton Voluntary Sector Council
Ros Jervis	Service Director, Public Health and Wellbeing, City of Wolverhampton Council
Viv Townsend	Head of the Black Country Cluster, National Probation Service

## Appendix C. The Board and Committee structure



## Appendix D. The Board's Finances

The WSCB receives the following contributions from partners:

<b>Contributing Agency</b>	<b>WSCB</b>
Wolverhampton City Council (WCC) **to include Public Health	<b>145,910</b>
Wolverhampton Clinical Commissioning Group (WCCG)	<b>66,464</b>
West Midlands Police	<b>14,923</b>
National Probation Service (NPS)	<b>1,500</b>
Community Rehabilitation Company (CRC)	<b>1,500</b>
Child and Family Court Advisory and Support Service (CAFCASS)	<b>0</b>
Fees (numerous)	<b>2,610</b>
Use of Reserves	<b>35,538</b>
<b>TOTAL</b>	<b>268,445</b>

The WSCB receives quarterly budget statements to evidence spend. In the main, spend is accrued against staffing costs within the Business Unit, Safeguarding Children and other case reviews, Website maintenance costs and campaigns.

During 2016-17 a high frequency of case review activity led to a budget pressure of c£40K. The Local Authority and Wolverhampton Clinical Commissioning Group addressed this by one-off additional contributions in year.

Furthermore, the Local Authority has agreed a further rolling increase in their annual contribution of £82,230 from 2017-18 onwards. This will be allocated across both the WSCB and WSAB.

<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet Meeting</b> <b>29 November 2017</b>
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<b>Report title</b>	Merger of Springdale Infant School and Springdale Junior School	
<b>Decision designation</b>	AMBER	
<b>Cabinet member with lead responsibility</b>	Councillor Claire Darke Education	
<b>Corporate Plan priority</b>	People - Stronger Communities	
<b>Key decision</b>	Yes	
<b>In forward plan</b>	Yes	
<b>Wards affected</b>	Graiseley; Merry Hill; Penn;	
<b>Accountable Director</b>	Meredith Teasdale, Education	
<b>Originating service</b>	Education	
<b>Accountable employee</b>	Bill Hague Tel. Email	Head of School Planning and Resources 01902 555100 bill.hague@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	Education Leadership Team People Leadership Team Strategic Executive Board Children, Young People & Families Scrutiny Panel	9 October 2017 9 October 2017 17 October 2017 1 November 2017

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**Recommendations for decision:**

The Cabinet is recommended to:

1. Formally consider, in accordance with statutory guidance, the outcomes of Informal Consultation and Formal Consultation (Representation) on the proposed merger of Springdale Infant School with Springdale Junior School.
2. Approve the discontinuance of Springdale Infant School with effect from 31 December 2017 in accordance with Section 15(1) of the Education and Inspections Act 2006 to facilitate the merger of Springdale Infant School with Springdale Junior School with effect from 1 January 2018; and

3. Approve both the lowering of the age range from 7 to 11 years to 3 to 11 years and the enlargement of the school premises of Springdale Junior School (to include the physical capacity of Springdale Infant School's buildings) in accordance with Section 19(1) of the Education and Inspections Act 2006 to facilitate the merger of Springdale Infant School with Springdale Junior School with effect from 1 January 2018.

The Cabinet is asked to note:

1. That the recommendations detailed in 2 and 3 above are related proposals which are interdependent and cannot be considered in isolation of one another.

## **1.0 Purpose**

- 1.1 This report details the outcomes of Informal Consultation and Formal Consultation (Representation) on the proposed merger of Springdale Infant School with Springdale Junior School. The paper seeks approval to merge the two schools to create a primary school to cater for pupils aged between 3 and 11 years with effect from 1 January 2018.
- 1.2 Please note that this report was subject to pre-decision scrutiny at Children, Young People and Families Scrutiny Panel on 1 November 2017. Panel Members were supportive and endorsed the recommendations.

## **2.0 Background**

- 2.1 Strategic policy regarding the organisation of primary school provision in the City is outlined within the Council's Primary School Organisation Strategy 2016-2018 (PSOS). This Strategy was approved by Cabinet in July 2016 following consultation with key stakeholders.
- 2.2 The PSOS explains that, "The 'merger' of infant and junior schools is the process of joining the schools together by discontinuing one establishment and expanding and altering the age range of the other" (PSOS 2016).
- 2.3 The PSOS outlines a number of advantages of bringing infant and junior schools together, including:
- "Reducing the number of major transitions that pupils face
  - Reducing the likelihood of lost learning at the beginning of Key Stage 2
  - Increasing the opportunity for specialist teachers to work with a wider range of pupils
  - Providing the opportunity for a consistent approach to the curriculum to be adopted
  - Ensuring the continuity of teaching, learning and achievement
  - Cost savings through economies of scale" (PSOS 2016).
- 2.4 The PSOS recommends that, "...The Council will consider proposing the adoption of structural solutions (including both federations and sponsored academy status) in order to improve standards in underperforming schools." (PSOS 2016).
- 2.5 Springdale Infant School was inspected by Ofsted in January and February 2017 and was judged to be a school which 'Requires Improvement'. The current school inspection dashboard lists weaknesses in progress and attainment for all children including disadvantaged groups in Early Years Foundation Stage and Key Stage 1.
- 2.6 The School was categorised as B1 in September 2016 and moved from B1 to B2 at the end of the Autumn Term 2016. A pre-warning letter and re-categorisation to a C was issued following a Local Authority review of the school in early February 2017.

- 2.7 Springdale Junior School was judged 'Good' by Ofsted in June 2014 and is an LA Category A school.
- 2.8 Representatives of the City of Wolverhampton Council brokered arrangements for the Headteacher of Springdale Junior School to support Springdale Infant School as the Interim Headteacher.
- 2.9 In order to support an improvement in standards at Springdale Infant School, the Council approached the Governing Boards of both Springdale Infant School and Springdale Junior School to consider federation. A federation is where one governing board governs two or more schools. Following consultation in summer term 2017 on this proposed structural solution, the Governing Boards of Springdale Infant School and Springdale Junior School formally federated in July 2017.
- 2.10 When proposing to merge schools, Local Authorities must follow statutory processes and timescales as outlined in The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 and The School Organisation (Establishment and Discontinuance of Schools) Regulations 2013.
- 2.11 On 26 April 2017, Cabinet approved commencement of a period of Informal Consultation on the proposed merger of Springdale Infant School with Springdale Junior School to create a primary school for children aged 3 to 11 years with effect from 1 January 2018. To enable the proposed merger;
- Springdale Infant School would be discontinued on 31 December 2017
  - The age range of Springdale Junior would be altered from 7 to 11 years to 3 to 11 years with effect from 1 January 2018
  - The recorded capacity of Springdale Junior School would be expanded to include the physical capacity of Springdale Infant School's buildings with effect from 1 January 2018.
- 2.12 Informal Consultation commenced on 8 May 2017 and concluded on 25 June 2017. The outcome of consultation is detailed in Section 4 below.
- 2.13 On 26 April 2017, Cabinet delegated authority to the Cabinet Member for Education, in consultation with the Assistant Director School Standards to consider the outcome of Informal Consultation and determine whether to proceed to Formal Consultation.
- 2.14 In July 2017, the Cabinet Member for Education, in consultation with the Assistant Director School Standards, reviewed the outcomes of Informal Consultation and approved progression to Formal Consultation (Representation). Formal Consultation commenced on 11 September 2017 and concluded on 8 October 2017. The outcome of Formal Consultation is detailed in Section 5 below.



### **3.0 Statutory Consultation and Decision Making Processes**

3.1 As indicated above, when proposing to merge schools, authorities must follow statutory processes and timescales. The following process has been undertaken in relation to this proposal:

#### **8 May 2017 – 25 June 2017 (Stage 1 – Informal Consultation)**

Consultation with stakeholders including pupils, parents, staff and Governors regarding the proposal.

#### **July 2017 – Individual Executive Decision Notice**

The Cabinet Member for Education in consultation with the Assistant Director School Standards, considered the outcome of Informal Consultation and gave approval to proceed to the next stage of the process.

#### **11 September 2017 (Stage 2 – Publication)**

Complete Proposal and Statutory Notice published.

#### **11 September 2017 – 8 October 2017 (Stage 3 – Representation)**

Formal Consultation period (Representation) – Offered stakeholders a formal opportunity to submit comments on the proposal.

#### **29 November 2017 (Stage 4 Decision)**

Cabinet consider the outcome of consultation and make a final decision on the proposal in line with the published statutory guidance for decision-makers (Department for Education (DfE) April 2016).

#### **1 January 2018 (Stage 5 – Implementation)**

If approved, the proposal would be implemented.

3.2 As detailed within the Department for Education's (DfE) statutory guidance the Council is the decision-making body regarding proposals to discontinue and to make prescribed alterations to mainstream community schools.

3.3 Decisions must be made within two months of the end of the Representation Period or they must be referred to the Schools Adjudicator.

3.4 There are a number of factors that Cabinet are required to have regard to when making decisions on the proposals. DfE statutory guidance for decision-makers can be found at [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/514570/16-04-06\\_FINAL\\_SO\\_Guidance\\_DM.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/514570/16-04-06_FINAL_SO_Guidance_DM.pdf)

3.5 Decision-makers must consider all the views submitted, including support for, objections to and comments on the proposal. All responses to consultation are included within the body of this report or report appendices.

3.6 When issuing a decision, the Cabinet can;

- Reject the proposal;
- Approve the proposal without modification;
- Approve the proposal with modification;
- Approve the proposal (with or without modification) subject to certain conditions being met.

3.7 The following bodies may appeal the decision:

- The local Church of England Diocese
- The local Roman Catholic Diocese.

Should an appeal be lodged responses and decision rationale will need to be sent to the Schools Adjudicator for review.

#### 4.0 Outcome of Informal Consultation

4.1 At the start of the Informal Consultation period over 770 individual letters and consultation documents were distributed to stakeholders. Stakeholders included the Governing Bodies, staff and parents/carers of pupils attending Springdale Infant School and Springdale Junior School. A complete list of those stakeholders who were consulted can be found at Appendix A.

4.2 During the Informal Consultation period, 33 written consultation responses were received by the City of Wolverhampton Council regarding the proposed merger of Springdale Infant School with Springdale Junior School. These were completed by a range of stakeholders including Governors, staff and parents/carers of pupils.

Number of responses received	Respondents in favour of the proposal	Respondents against the proposal	Respondents who 'Don't know'	Not Stated
33	27 (82%)	1 (3%)	4 (12%)	1 (3%)

Copies of all consultation responses are available at Appendix B and must be given due consideration.

4.3 A number of supportive comments regarding the proposal were received during Informal Consultation including:

- "A primary school will have the best possible outcomes for all pupils." (Response 1 – Member of the Governing Body at Springdale Junior School).
- "Both schools working together under one Headteacher - so if we have a child in each school their school plays etc won't be at the same time and other school stuff." (Response 2 – Parent/Carer of a pupil at Springdale Infant School).

- “The school needs consistency and strong leadership. There have been too many new initiatives and the merger with the juniors seems to be the best solution.” (Response 6 – Member of staff at Springdale Infant School).
- “Positive move for the school - Positive impact so far since recent inspection.” (Response 8 – Member of staff at Springdale Infant School).
- “As the proposed admission numbers will be remaining the same there are no concerns that this would impact on schools in Staffordshire therefore we have no objections to the proposed merger.” (Response 9 – Staffordshire County Council).
- “The proposed merger will certainly enhance the learning of the children currently in both schools. The levels of continuity, consistency and progression will be maximised by the schools becoming a unified primary school. The clear leadership shown by the Headteacher of the Junior school will not only benefit the outcomes of the pupils, but will also guarantee a high level of professional development and clear guidance for all staff. The financial benefits for the school will also be enhanced by the economies of scale. Transition for pupils will quickly become less of an issue and stalling in learning will be reduced.” (Response 11 - Member of staff at Springdale Junior School).
- “I agree to the proposed merger of Springdale Infant School with Springdale Junior School because there would be consistency of learning between the two schools thus there would be less 'back tracking and filling the gaps' and more building on pupil's existing knowledge in Key Stage 2. There would be better communication between the two schools especially identifying earlier, pupils with specific learning difficulties.” (Response 21 – Member of staff at Springdale Junior School).
- “Have felt for many years that a merger of the two schools would benefit pupils. A merger would ensure consistency across both schools, consistency in curriculum, expectations and standards. The physical building will mean very few changes will have to take place, so very little disruption to pupils....” (Response 32 – Member of staff at Springdale Junior School)

4.4 A number of concerns and considerations regarding the proposal were also identified during Informal Consultation including:

- “.... I believe the school doesn't have to merge to improve. There's obviously a lack of communication between the two schools when there shouldn't be there are in same building. I think the education board should look at more productive ways to improve staff teachers knowledge giving teachers knowledge giving teachers the real skills needed. There's a skill gap between "no longer there experienced staff" and today's modern staff. Fill the skill gap to improve leadership, organisation and performance. More regular reviews of performance is needed...” (response 7 – Parent/Carer of a pupil at Springdale Infant School).
- “On the premise that the best interest of both schools are catered for e.g. proper levels of staffing are upheld for the Infant School and leadership that is representative of both schools are put into place. This process requires transparency for parents so that they are fully informed of all changes and allowed a voice. This should not mean that Infant School activities such as break times, clubs, plays, etc are ceased. Both schools when merged need a shared ethos and commitment to all.” (Response 15 – Parent of a pupil at Springdale Junior School).

- “The Governing Body and the City of Wolverhampton Council need to make a clear statement of intent that this proposal will not only keep the SL Resource bases but will use the merger to successfully enhance this facility for the children by guaranteeing specialist teaching and the appropriate resources are available across the primary school age range. This opportunity should look at how the merger can ensure stability and continuity for children from age 4-11.” (Response 16 – Parent/Carer of a pupil at Springdale Junior School).
- “I feel the merger makes sense in terms of supporting 2 smaller schools that are so closely connected to both do well and for a well managed transition from infant to junior. However, I also feel this has to be done in the interest of both schools and not primarily as a reaction to the recent infant OFSTED. The merger needs to consider the needs of both schools and maintain the needs of infants’ pupils.” (response 30 – Parent/Carer of a pupil at Springdale Infant School).

4.5 A number of consultation meetings also took place during the Informal Consultation period. Representatives from the Council’s Education Department outlined the proposal and stakeholders were offered the opportunity to raise queries or offer comments. A summary of these meetings is outlined below with full details of each meeting available at Appendix C. Decision-makers must consider all responses to consultation when determining whether or not to approve the proposals.

<b>Stakeholder Group</b>	<b>Date of Meeting</b>	<b>Number of Attendees</b>
Springdale Junior School Governing Body	8 May 2017	8
Springdale Infant School Governing Body	9 May 2017	8
Springdale Infant School Staff	15 May 2017	22
Springdale Junior School Staff	16 May 2017	28
Springdale Infant parents/carers	17 May 2017	18
Springdale Junior parents/carers	18 May 2017	7
Springdale Infant pupils (School Council)	19 May 2017	9
Springdale Junior pupils (School Council)	19 May 2017	8

## 5.0 Formal Consultation

5.1 Formal Consultation commenced on 11 September 2017 and concluded on 8 October 2017. At the start of the consultation period, a Statutory Notice (Appendix D) was published in the Express and Star Newspaper. In addition, consultation documentation including the Complete Proposal (Appendix E) and the Statutory Notice were published on the City of Wolverhampton Council’s consultation website and were also distributed to relevant stakeholders. A complete list of those stakeholders who were consulted can be found at Appendix F.

5.2 The Council received two responses to Formal Consultation. Staffordshire County Council stated “Our comments would remain the same as our letter of 16<sup>th</sup> May which I have attached for your information” (please see Appendix B – response 9). Birmingham

City Council stated “Thanks for sending us a copy of this. We have no concerns about the proposal and understand the principal behind the proposed amalgamation”.

## **6.0 Responses to Consultation**

6.1 In response to the outcomes of consultation, representatives from the Education Department would like to make the following comments:

6.2 Leadership:

Should the proposal to merge the schools be approved, a Headteacher for the Primary School would need to be appointed in accordance with HR policy and processes.

6.3 Governance:

Consultation on the proposed federation of the Governing Boards of Springdale Infant School and Springdale Junior School was recently undertaken by the two schools' Governing Boards with the support of representatives of the Education Department. Springdale Infant School's Governing Board met on 20 June 2017 and Springdale Junior School's Governing Board met on 19 June 2017; both Governing Boards reviewed the outcomes of consultation on the federation and voted to become a federated board.

6.4 Support:

The Education Department have brokered arrangements for the Headteacher of Springdale Junior School to support Springdale Infant School as the Interim Headteacher. In addition, representatives from the School Standards Team are supporting Springdale Infant School to improve standards of education and the outcomes for pupils. The focus of this work has been on improving leadership, particularly in the identification of the most important areas for development alongside helping teachers to provide lessons that offer more challenge to their pupils. In addition, advice is being provided to ensure that the School's youngest pupils benefit from the development of the outdoor learning environment.

6.5 Financial Implications:

The proposed merger of the schools would provide opportunities for efficiency savings and maximise the use of school resources.

6.6 Staffing:

Should the proposal be approved, all staff at both Springdale Infant School and Springdale Junior School employed on 31 December 2017 would transfer to the Primary School on 1 January 2018. All staff would undertake roles and responsibilities commensurate with their current salary.

6.7 Admissions:

All pupils on roll as at the 31 December 2017 would automatically transfer to the Primary School.

6.8 Resource Base Provision:

Both Springdale Infant School and Springdale Junior School operate resource base provision for pupils with language and communication difficulties. This proposal would not affect the nature of provision currently available.

6.9 Subject to ultimate approval, the future organisation and management of the Primary School would be the responsibility of the School's Headteacher and Governing Board.

**7.0 Evaluation of alternative options:**

7.1 Alternative options have been considered, including;

- Amalgamation – The closure of both schools and the establishment of a new primary school. Whilst this option would ultimately result in the establishment of a primary school and offer the corresponding benefits, it would also result in a new school number being issued. As such, both establishments' existing Ofsted judgements would no longer be recognised.
- Maintaining two separate schools – Continuing with the current organisation of provision. This option would not offer the anticipated benefits detailed in paragraph 2.3. In addition, should the two schools remain separate, alternative leadership arrangements would need to be explored to ensure that there is robust leadership at Springdale Infant School due to vacancies within the Infant's Senior Leadership Team. The Infant School has benefited from stable, successful leaders from the Junior School who have taken on the challenge to raise standards. Should this support cease, the current rate of improvement could be jeopardised.

**8.0 Reasons for decision(s):**

8.1 This proposal is in line with the Council's strategic policy as detailed within the Primary School Organisation Strategy 2016-2018 and would maximise the opportunity for the benefits detailed in paragraph 2.3 to be realised.

**9.0 Financial implications**

9.1 The proposed merger of the schools would provide opportunities for efficiency savings and maximise the use of school resources. The Local Authority schools funding formula includes a lump sum payment of £125,000 per school so the proposed merger would eventually release £125,000 of the Dedicated Schools Grant which would be available for allocation across the remaining schools in the city. In the year of conversion, the primary school would retain the full allocations originally made to the separate schools. A transitional year then follows, where the primary school would receive a proportion of lump sum that would equate to £87,500, in addition to its own £125,000 lump sum.

9.2 Subject to approval of the proposal, it is recognised that there would be a need to invest in ICT to consolidate the infrastructure and server/backup environment. This cost would need to be met by the primary school utilising a proportion of the aforementioned lump sum allocation.

- 9.3 Subject to approval of the proposal, investment would also be required to merge the SIMS databases from Springdale Infant School and Springdale Junior Schools into one database. This cost would need to be met by the primary school utilising a proportion of the aforementioned lump sum allocation.
- 9.4 Based on the budget forecasts received, both schools are expected to hold surplus balances at the point of transfer, and these will be combined for use in the single school, subject to the discretion of the Local Authority. Should, either of the schools move into a deficit position, the combined deficit / surplus will transfer to the new school.  
[DB/12102017/Q]

## **10.0 Legal implications**

- 10.1 Any proposals to alter the structure of school provision in the area and specifically in the case of these two schools need to comply with the detailed provisions in the Education and Inspections Act 2006 and the regulations referred to at paragraph 2.10 of this report and general consultation principles.
- 10.2 This is to ensure sufficient consultation is undertaken and that relevant stakeholders are notified of the proposal/decisions in a timely manner and stakeholders are given ample time to consider and respond and comment on the proposals. All responses received from stakeholders must be taken into account throughout this process to determine whether or not to approve the proposals.

The relevant legislation and statutory guidance is set out in the body of the report.  
[TC/11102017/A]

## **11.0 Equalities implications**

- 11.1 This report has equal opportunity implications as the contents have direct reference to educational provision for children and young people in the city.
- 11.2 A full equality analysis has been completed with regard to the proposals. This analysis is available at Appendix G. In line with the prescribed decision-making process decision-makers are required to pay due regard to this analysis.
- 11.3 There are no outstanding equalities issues that would prevent Councillors from taking the decisions.

## **12.0 Environmental implications**

- 12.1 There are no environmental implications to this report.

### **13.0 Human resources implications**

13.1 The members of staff of the schools in scope are employed by the Local Authority, there would therefore be no transfer of employment and it is anticipated that terms and conditions of employment would remain unaffected. It may however, be required to review the leadership structures of the schools. The appropriate HR policy and process would be followed ensuring consultation with the affected staff, should the proposal be adopted.

### **14.0 Corporate landlord implications**

14.1 Given the nature of the buildings we would not expect to undertake any physical changes to the buildings as part of this proposal. Springdale Infant School and Springdale Junior School are already physically linked and share a reception point, parking etc. Subject to ultimate approval, the asset register would be updated to reflect the establishment change.

### **15.0 Schedule of background papers**

- IEDN (July 2017) Outcome of Informal Consultation on the Proposed Merger of Springdale Infant School with Springdale Junior School.
- Cabinet (26 April 2017) Re-organisation of Educational Provision
- Springdale Infant School Ofsted Inspection Report – 18 January 2017 & 7 February 2017 ([www.ofsted.gov.uk](http://www.ofsted.gov.uk))
- Department for Education statutory guidance 'Making 'prescribed alterations' to local authority maintained schools' April 2016 (<https://www.gov.uk/government/publications/school-organisation-maintained-schools>)
- Department for Education statutory guidance 'Opening and closing maintained schools' April 2016 (<https://www.gov.uk/government/publications/school-organisation-maintained-schools>)
- Springdale Junior Ofsted Inspection Report – 17 & 18 June 2014 ([www.ofsted.gov.uk](http://www.ofsted.gov.uk))

The appendices to this report are available [here](#).



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