

Public Document Pack



TRAFFORD COUNCIL

9 September 2014

Trafford Town Hall
Talbot Road
Stretford
M32 0TH

Dear Councillor,

Your attendance is requested at a meeting of the Council of the Borough of Trafford on **WEDNESDAY, 17 SEPTEMBER 2014**, at **7.00 P.M.** in the **COUNCIL CHAMBER, TRAFFORD TOWN HALL, TALBOT ROAD, STRETFORD**, for the transaction of the business set out below:

- | | Pages |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 1. Minutes | |
| To approve as a correct record the Minutes of the following meetings for signature by the Mayor as Chairman: | |
| (a) <u>Extraordinary Meeting of the Council held on 14 July 2014; and</u> | 1 - 2 |
| (b) <u>Meeting of the Council held on 16 July 2014</u> | 3 - 14 |
| 2. Announcements | |
| To receive any announcements from the Mayor, Leader of the Council, Members of the Executive, Chairmen of Scrutiny Committees and the Head of Paid Service. | |
| 3. Questions By Members | |
| This is an opportunity for Members of Council to ask the Mayor, Members of the Executive or the Chairman of any Committee or Sub-Committee a question on notice under Procedure Rule 10.2. | |

4. Membership of Committees and Outside Bodies

To note that the Chief Executive, in consultation with the Leader of the Council has agreed the following changes to the Membership of Committees and Outside Bodies:

- (a) Councillor Higgins replaced Councillor Dr. Barclay on Health Scrutiny Committee with effect from 15 July 2014.
- (b) Councillor Mitchell replaced Councillor Dr. Barclay as a Substitute Member on the AGMA appointed Greater Manchester Health Scrutiny Committee with effect from 18 July 2014.

5. Year End Corporate Report on Health and Safety - 1 April 2013 to 31 March 2014

To consider a report of the Executive Member for Transformation and Resources referred from the Executive Meeting held on 28 July 2014. 15 - 30

6. Children, Families and Wellbeing Budget 2014/15

To consider a joint report of the Executive Member for Finance and Director of Finance referred from the Executive Meeting held on 1 September 2014. 31 - 42

7. Report of the Independent Remuneration Panel (IRP)

To consider a report of the Chief Executive. To Follow

8. Constitutional Matters

To consider a report of the Director of Legal and Democratic Services. To Follow

9. Motions

To consider the following motions submitted in accordance with Procedure Rule 11:

(a) Motion Submitted by the Conservative Group - Protecting Privacy

The Council is concerned that its residents are being bombarded with unsolicited and unwanted junk mail by companies who buy the open Electoral Register.

Therefore, Council notes and supports the campaign initiated by the Local Government Association for legislation to be enacted to repeal the law allowing the sale of the open Register of Electors and make all electoral registers closed.

(b) Motion Submitted by the Conservative Group - Healthier Together

The Council notes the consultation period for Healthier Together is approaching its end and greatly encourages all residents of Trafford to participate and comment on the options for reconfiguration of health services across Greater Manchester.

In addition, Council notes the commitments made during the New Health Deal for Trafford implementation that maintained easy and readily available access to a full complement of hospital services for all Trafford residents both at the University Hospital of South Manchester Foundation Trust and Central Manchester Foundation Trust.

On this basis, the Council contends that provision of these services is not clearly articulated in the consultation and requests that the Leader of the Council ensures a meeting is arranged with NHS England to ensure that its views are fully understood and taken into account in the consultation proceedings.

That the Council asks the Leader, with the full authority of the Council, to write to the Secretary of State to express the feelings of all Members of this Council following this debate.

(c) Motion Submitted by the Labour Group - Healthier Together

This Council supports Wythenshawe Hospital in the Healthier together campaign to remain as a specialist hospital with a 24/7 Accident and Emergency Unit.

The residents of Trafford have already seen the loss of the 24 hour seven day a week A/E at Trafford General Hospital and were promised that the A/E at Wythenshawe would now become the A/E for all Trafford residents.

Wythenshawe Hospital is major emergency hospital with specialist care in thoracic, heart, transplant, burn and plastic surgery. It also specialises in major trauma cases e.g. Airport incidents.

We are in danger of losing these services if the hospital is downgraded.

It is vital that all residents vote and back our campaign to ensure Wythenshawe remains a clinical specialist hospital in Greater Manchester.

This is urgent as the Consultation period finishes at the end of September.

(d) Motion Submitted by the Labour Group - Environmental Services

Council notes that changes to staffing levels and severe budget cuts has led to a clear deterioration of green spaces and environment activities and calls for improvements to be made to services as a matter of urgency.

This Council notes particular the following concerns:-

- Overflowing litter bins throughout Trafford
- Overgrown grass verges
- Overgrown weeds in many of our built-up areas
- Increased levels of fly tipping
- Dirty alleyways
- A clear reduction of maintenance in our parks and green spaces

Constant promises by the Council Executive that services will improve have failed to materialise and resulted in deterioration of the Trafford environment, therefore, we call on the Council to take immediate action to deliver cleaner streets and improved environmental maintenance.

(e) Motion Submitted by the Labour Group - Council Leisure Facilities Managed by Trafford Community Leisure Trust

Earlier this year the Council Executive gave notice to withdraw the Council grant to the Trafford Community Leisure Trust (TCLT) next year.

This move will put enormous pressure on the Council Leisure Centres and other leisure services managed by TCLT for the Council. This could lead to higher charges to users, a decline in maintenance of the Council owned buildings and potential closing down of provision.

In light of the above we call on the Council not to cut the grant to TCLT. The Council also seeks assurances that no Leisure Centres and other services managed by TCLT on the Council behalf will close in the event the Council withdraws the Council Grant to TCLT.

Yours sincerely,



THERESA GRANT
Chief Executive

Membership of the Council

Councillors E.H. Malik (Mayor), J. Holden (Deputy Mayor), D. Acton, S. Adshead, S. Anstee, Dr. K. Barclay, J. Baugh, J. Bennett, Miss L. Blackburn, R. Bowker, C. Boyes, H. Boyle, Mrs. A. Bruer-Morris, J. Brophy, B. Brotherton, D. Bunting, D. Butt, C. Candish, K. Carter, R Chilton, Mrs. L. Cooke, M. Cordingley, M. Cornes, J. Coupe, L. Dagnall, Mrs. P. Dixon, A. Duffield, Mrs. L. Evans, N. Evans, T. Fishwick, M. Freeman, P. Gratrix, J. Harding, D. Higgins, M. Hyman, C. Hynes, D. Jarman, P. Lally, J. Lamb, J. Lloyd, A. Mitchell, P. Myers, D. O'Sullivan, I. Platt, K. Procter, J.R. Reilly, Mrs. J. Reilly, B. Rigby, T. Ross, M. Sephton, B. Sharp, B. Shaw, J. Smith, E.W. Stennett, S. Taylor, L. Walsh, Mrs. V. Ward, A. Western, D. Western, M. Whetton, A. Williams, M. Young and Mrs. P. Young

Further Information

For help, advice and information about this meeting please contact:

Ian Cockill, Democratic Services Officer

Tel: 0161 912 1387

Email: ian.cockill@trafford.gov.uk

This Summons was issued on **Tuesday, 9 September 2014** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH

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TRAFFORD BOROUGH COUNCIL

EXTRAORDINARY MEETING OF THE COUNCIL

14 JULY 2014

PRESENT

The Worshipful the Mayor (Councillor Ejaz Malik), in the Chair.

J. Holden	M. Cornes	D. O'Sullivan
D. Acton	J. Coupe	K. Procter
S. Adshead	L. Dagnall	J.R. Reilly
S. Anstee	Mrs. P. Dixon	Mrs. J. Reilly
Dr. K. Barclay	A. Duffield	B. Rigby
J. Baugh	Mrs. L. Evans	T. Ross
J. Bennett	N. Evans	M. Sephton
Miss L. Blackburn	T. Fishwick	B. Sharp
R. Bowker	M. Freeman	B. Shaw
H. Boyle	J. Harding	S. Taylor
Mrs. A. Bruer-Morris	D. Higgins	L. Walsh
B. Brotherton	M. Hyman	Mrs. V. Ward
D. Bunting	D. Jarman	A. Western
D. Butt	P. Lally	D. Western
C. Candish	J. Lamb	M. Whetton
R Chilton	J. Lloyd	A. Williams
Mrs. L. Cooke	A. Mitchell	M. Young
M. Cordingley	P. Myers	Mrs. P. Young

In attendance

Chief Executive	Ms. T. Grant
Corporate Director Children, Families and Wellbeing	Mrs. D. Brownlee
Corporate Director Economic Growth and Prosperity	Mrs. H. Jones
Corporate Director Transformation and Resources	Mrs. W. Marston
Director of Human Resources	Ms. J. Hyde
Director of Legal and Democratic Services	Ms. J. Le Fevre
Democratic Services Manager	Mr. P. Forrester
Democratic Services Officer	Mr. I. Cockill

APOLOGIES

Apologies for absence were received from Councillors C. Boyes, J. Brophy, K. Carter, P. Gratrix, C. Hynes, I. Platt, J. Smith and E.W. Stennett.

19. MATTER FOR DEBATE AT COUNCIL: BUDGET SHORTFALL - REQUEST BY THE LABOUR GROUP IN ACCORDANCE WITH PROCEDURE RULE 3.1

(Note: Prior to the debate on this matter, the Director of Legal and Democratic Services provided a briefing to the Council detailing the timeline of the issue, actions and reporting, and investigations to date.

**Extraordinary Meeting of the Council
14 July 2014**

Since the investigation was on going and was likely to lead to the disclosure of “exempt” information, Members were reminded that during the course of the debate it may become necessary to move an exclusion resolution to exclude the press and public.

The Council was also advised that a Special Meeting of the Accounts and Audit Committee would be convened on 6 August 2014 to consider a report on the outcome of the investigation of budget monitoring arrangements.)

It was moved and seconded that:

“This Council notes the shortfall of £6 million in the Council Budget 2014/15 and regrets the announcement of this by way of a press release, without first preparing an explanation for Elected Members on what is an extremely worrying situation.

It is clear there are very serious questions to be answered in order to properly understand how this catastrophic financial mismanagement has occurred, therefore this Council demands a full explanation from the Leader of the Council in respect of the following:

- What were the reasons for the financial management failings, and who will take responsibility for the failure?
- What are the lessons to be learned and how will they be implemented?
- Bearing in mind savings of up to £6 million have now got to be made in this financial year, what are the service and staffing implications across all budget areas arising from this catastrophic breakdown in budget management?

The Council seeks assurances that it will continue to undertake its statutory duty in relation to the care of the elderly and vulnerable across this Borough.

The Council also calls into question the competence of the Leader and Deputy Leader who were the members responsible for finance and adult care services at the time of this management and therefore need to take full responsibility for their actions and consider their positions. Otherwise the Council can have no confidence in the Council Executive to put right these budget failings.”

Following a debate on the matter the Motion was put to the vote and declared lost.

The meeting commenced at 7.00 p.m. and finished at 8.42 p.m.

TRAFFORD BOROUGH COUNCIL

16 JULY 2014

PRESENT

The Worshipful the Mayor (Councillor Ejaz Malik), in the Chair.

J. Holden	Mrs. L. Cooke	I. Platt
D. Acton	M. Cordingley	K. Procter
S. Adshead	M. Cornes	J.R. Reilly
S. Anstee	L. Dagnall	Mrs. J. Reilly
Dr. K. Barclay	Mrs. P. Dixon	B. Rigby
J. Baugh	A. Duffield	T. Ross
J. Bennett	Mrs. L. Evans	M. Sephton
Miss L. Blackburn	N. Evans	B. Sharp
R. Bowker	T. Fishwick	B. Shaw
C. Boyes	D. Higgins	J. Smith
H. Boyle	M. Hyman	L. Walsh
Mrs. A. Bruer-Morris	C. Hynes	Mrs. V. Ward
J. Brophy	D. Jarman	A. Western
B. Brotherton	P. Lally	D. Western
D. Bunting	J. Lamb	M. Whetton
D. Butt	J. Lloyd	A. Williams
C. Candish	A. Mitchell	M. Young
K. Carter	P. Myers	Mrs. P. Young
R Chilton	D. O'Sullivan	

In attendance

Chief Executive	Ms. T. Grant
Corporate Director Children, Families and Wellbeing	Mrs. D. Brownlee
Corporate Director Economic Growth and Prosperity	Mrs. H. Jones
Corporate Director Transformation and Resources	Mrs. W. Marston
Director of Human Resources	Ms. J. Hyde
Director of Legal and Democratic Services	Ms. J. Le Fevre
Democratic Services Manager	Mr. P. Forrester
Democratic Services Officer	Mr. I. Cockill

APOLOGIES

Apologies for absence were received from Councillors J. Coupe, M. Freeman, P. Gratrix, J. Harding, E.W. Stennett and S. Taylor.

20. MINUTES

That the Minutes of the Annual Meeting of the Council held on 11 June 2014, be approved as a correct record and signed by the Chairman.

**Meeting of the Council
16 July 2014**

21. ANNOUNCEMENTS

(a) Her Majesty the Queen's Birthday Honours

The Council joined with the Mayor in congratulating those who reside or have a close connection with Trafford who were named in Her Majesty the Queen's Birthday Honours List, namely:

Francis Desmond Dolan from Sale awarded the citation of Commander of the Most Excellent Order of the British Empire (CBE) for services to debt management and reform;

Scott Jonathan Fletcher of Hale awarded the citation of Member of the Most Excellent Order of the British Empire (MBE) for services to business and the community in the North West of England;

Mrs Eileen Mary Keeling of Sale awarded the MBE for Services to Children with Special Educational Needs in Timperley;

Dr Caroline Diane Sanders of Flixton awarded the MBE for Services to Paediatric Urology and Gynaecology;

Mark Paul Taylor of Timperley awarded the citation of Medallist of the Order of the British Empire (BEM) for services to broadband services in North West England; and

Michael John Wildgoose of Sale awarded the BEM for services to the community at Altrincham Kersal Rugby Football Club and charity at the Christie in Cheshire.

The Mayor indicated he had written to convey congratulations to the recipients for their achievements and richly deserved recognition.

(a) Ashton-on-Mersey School

The Mayor reported that the Manchester Evening News held their inaugural education awards at the Manchester Hilton Hotel on 7 July 2014 and was pleased to announce that the Secondary School of the Year category had been awarded to Ashton-on-Mersey School for its work with the Alex Hulme Foundation. Former pupil Alex died in September 2011 age 11 and the school continues to raise money for the charity set up in his name.

The Council joined with the Mayor in congratulating the pupils, teachers and support staff for their achievement.

(b) Altrincham Football Club

The Mayor indicated that it was his first opportunity to congratulate Altrincham Football club on their return to the Conference Premier for the 2014-15 season after winning the Conference North playoffs at the end of last season.

**Meeting of the Council
16 July 2014**

(c) Councillor Myers

The Mayor was pleased to report that Councillor Patrick Myers had recently been granted the freedom of the City of London at a ceremony at the Guildhall. Councillor Myers had been nominated for the honour by his livery company, the Worshipful Company of Spectacle Makers, due to his work in advising optometrists and opticians for 30 years.

The Mayor and the Council congratulated Councillor Myers on his great honour.

(d) Trafford Business Awards

The Leader of the Council reported that the inaugural Trafford Business Awards were held on 4 July, in partnership with the Manchester Evening News and congratulated the winners and those nominated for their contribution to the Trafford economy.

22. QUESTIONS BY MEMBERS

The Mayor reported that no questions had been received under Procedure Rule 10.2.

23. REVISED CORPORATE MANAGEMENT TEAM (CMT) ARRANGEMENTS

The Chief Executive submitted a report advising Members on the review of Corporate Management Team (CMT) arrangements and setting out the proposed changes which had been presented to the Employment Committee on 7 July 2014.

It was moved and seconded that:

“in line with the approved Pay Policy, the Council approves the remuneration arrangements for the post of Corporate Director Economic Growth and Infrastructure, in accordance with the recommendation of Employment Committee and as set out in the report.”

The Motion was put to the vote and declared carried.

RESOLVED: That, in line with the approved Pay Policy, the Council approves the remuneration arrangements for the post of Corporate Director Economic Growth and Infrastructure, in accordance with the recommendation of Employment Committee and as set out in the report.

24. SCRUTINY ARRANGEMENTS

The Corporate Director of Transformation and Resources / Statutory Scrutiny Officer submitted a report setting out a proposed future model of operation for the Scrutiny Committees following the abolition of the role of Scrutiny Topic Group Chairmen at the Annual Meeting (Minute No. 10 (8) of the meeting held on 11 June 2014 refers).

**Meeting of the Council
16 July 2014**

RESOLVED:

- (1) That Scrutiny Topic Groups be abolished and that the arrangements for dealing with issues be decided upon by the relevant Scrutiny Committee.
- (2) That the Director of Legal and Democratic Services be authorised to make any necessary constitutional changes as a result of these changes.

25. TREASURY MANAGEMENT ANNUAL PERFORMANCE 2013/14 REPORT

The Council received a joint report of the Executive Member for Finance and the Director of Finance reviewing treasury activities for the past financial year, in accordance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice. The report had been considered by the Accounts and Audit Committee on 26 June 2014.

RESOLVED: That the Council notes:

- (i) the Treasury Management activities undertaken in 2013/14;
- (ii) that no prudential limits were breached during 2013/14; and
- (iii) that both the CIPFA Code of Practice on Treasury Management and CIPFA Prudential Code for Capital Finance were fully complied with.

26. ACCOUNTS AND AUDIT COMMITTEE ANNUAL REPORT TO COUNCIL 2013/14

The Chairman and Vice-Chairman of the Accounts and Audit Committee submitted a report summarising the work undertaken by the Committee during the year and its impact. The report also provided assurance to the Council on the fulfilment of the Committee's responsibilities.

RESOLVED: That the report be noted.

27. MOTION SUBMITTED BY THE CONSERVATIVE GROUP - EMPLOYMENT FIGURES

It was moved and seconded that:

“Whilst recognising that there is more to do, this Council welcomes the latest jobs statistics for the Borough which show:

1. Unemployment down from 4,371 (3.1%) under the last Labour Government to 2,984 (2.1%) in May.
2. Youth unemployment in Trafford down 48% from 7.4% under the last Labour Government to 3.9% in May.

In particular this Council welcomes the work of the Conservative Executive to boost apprenticeships and job opportunities for young people.

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This work has seen:

1. 75 apprenticeships employed by the Authority to date.
2. 1,130 businesses in the Borough approached to promote apprenticeships.
3. 92 apprentices recruited by external employers to date with a further 18 vacancies in the pipeline.

Through working in partnership with the private sector, youth unemployment in the Borough has fallen from 0.3 above the national average under the last Labour Government to 0.4% below now.

This Council welcomes this news and congratulates our staff for their work to support our young people into the world of work.”

It was moved and seconded as an amendment that the following wording be added at the end of motion:

“However, this Council shares the concern identified by business and trade unions of a growing skills shortage across many business sectors, whilst at the same time Council recognises and condemns a zero hours employment culture and low wage economy that is hindering the pace at which we return to prosperity and forcing many working families to rely on foodbanks.

Council calls upon the Executive to report back to Council by the end of summer 2014 at the latest with an assessment of strategies to work with partners to improve the skill set that is available to employers from within those available to work in Trafford.”

Following the debate, the amendment was put to the vote and declared lost. The substantive Motion was then put to the vote and declared carried.

RESOLVED: That, whilst recognising that there is more to do, this Council welcomes the latest jobs statistics for the Borough which show:

1. Unemployment down from 4,371 (3.1%) under the last Labour Government to 2,984 (2.1%) in May.
2. Youth unemployment in Trafford down 48% from 7.4% under the last Labour Government to 3.9% in May.

In particular this Council welcomes the work of the Conservative Executive to boost apprenticeships and job opportunities for young people.

This work has seen:

1. 75 apprenticeships employed by the Authority to date.
2. 1,130 businesses in the Borough approached to promote apprenticeships.

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3. 92 apprentices recruited by external employers to date with a further 18 vacancies in the pipeline.

Through working in partnership with the private sector, youth unemployment in the Borough has fallen from 0.3 above the national average under the last Labour Government to 0.4% below now.

This Council welcomes this news and congratulates our staff for their work to support our young people into the world of work.

28. MOTION SUBMITTED BY THE CONSERVATIVE GROUP - TRAFFORD LINE METROLINK SCHEME

[Note: Councillor A. Western declared a personal interest in this item since he was employed by the Engineering Consultancy Company working on the Metrolink Airport line and remained in the meeting.]

It was moved and seconded that:

“This Council welcomes the start of the consultation of the proposed Metrolink line through Trafford Park and on to the Trafford Centre.

Council recognises the significant economic growth potential the line will bring in a way that will help connect people with jobs, and companies to markets.

In particular, Council notes:

- the support of the Greater Manchester Combined Authority
- the detailed work to prepare the business case undertaken by Transport for Greater Manchester
- the enhanced public transport links the line would bring to directly benefit Davyhulme, Urmston and Flixton

Therefore, Council wishes to place on record its support for the consultation and instruct the Chief Executive to respond to the consultation on behalf of the authority and strongly encourages its residents and businesses to participate in the consultation and ensure their voice is heard.”

Following the debate the Motion was put to the vote and declared carried.

RESOLVED: That this Council welcomes the start of the consultation of the proposed Metrolink line through Trafford Park and on to the Trafford Centre.

Council recognises the significant economic growth potential the line will bring in a way that will help connect people with jobs, and companies to markets.

In particular, Council notes:

- the support of the Greater Manchester Combined Authority

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- the detailed work to prepare the business case undertaken by Transport for Greater Manchester
- the enhanced public transport links the line would bring to directly benefit Davyhulme, Urmston and Flixton

Therefore, Council wishes to place on record its support for the consultation and instruct the Chief Executive to respond to the consultation on behalf of the authority and strongly encourages its residents and businesses to participate in the consultation and ensure their voice is heard.

29. MOTION SUBMITTED BY THE LABOUR GROUP - UNIVERSAL CREDIT ROLLOUT

It was moved and seconded that:

“This Council notes with concern the pressures being experienced in the Department for Work and Pensions across a number of programmes and benefits. It notes the damaging impact on local residents of delays and backlogs in processing applications for personal independence payment, which are leaving sick and disabled people waiting months for a benefit decision, including cancer patients waiting an average of 4.5 months for an assessment according to Macmillan; and delays and wrong decisions in the operation of work capability assessments, where more than 700,000 cases await assessment.

Against this background of delays and incompetence, this Council is alarmed at the introduction of universal credit in Trafford, and about the potential impact on local residents, who risk further delays in benefit receipt, wrong decisions, and lack of money, leading to hardship, increased debt, and driving more to foodbanks. This Council recognises the success of Trafford Assist in supporting claimants in emergency need, and strongly regrets that government funding for Trafford Assist is to be ended next year.

This Council welcomes the proposed framework for local support services partnerships, but notes the long delays in establishing this programme which mean that universal credit will be introduced in Trafford without the framework being put in place. This Council condemns the coalition government for its chaotic management of welfare reforms which will lead to increased poverty, anxiety for claimants and cost to the taxpayer, and resolves to write to the Prime Minister to place on record these concerns.”

Following the debate, the Motion was put to the vote and declared lost.

30. MOTION SUBMITTED BY THE LABOUR GROUP - INDEPENDENT LIVING FUND

It was moved and seconded that:

“The planned closure in June 2015 of the Independent Living Fund (ILF) is an unjustified attack on those disabled people with the highest support needs, which if unchallenged will result in disabled people becoming

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prisoners in their own homes or forced into residential care against their wishes. The Independent Living Fund is a model of support that works, giving disabled people choice and control over their own lives, enabling them to enjoy fulfilling lives and contribute to their communities while running on relatively low overheads and providing employment.

At a time of increasing pressure on and crisis in social care the government should be expanding not closing the ILF. Disabled people and their families need a clear and vocal message of support from our elected leaders on this matter.

We support the demands of the Save the ILF campaign that:

1. The ILF should not only be retained for existing recipients but re-opened to new applicants as the Scottish government have committed to.
2. That an independent living task force should be set up and co-produced with ILF users, to review independent living and specifically the ILF to identify how to best develop independent living support, building on the successful and cost effective model of ILF provision.
3. At the very minimum the ILF funding should be ring-fenced for the care and support of those with the highest needs when funding is transferred to Local Authorities and devolved administrations.”

Following the debate, the Motion was put to the vote and declared lost.

31. MOTION SUBMITTED BY THE LABOUR GROUP - TAXI DE-REGULATION AND OUT OF TOWN TAXIS

[Note: Prior to the debate on this item, the time being 9.12 p.m., the Mayor indicated that all speeches on the matter would be limited to a maximum of one minute per speaker.]

It was moved and seconded that:

“This Council notes the piecemeal changes being proposed by the Government in the regulation of Private Hire Vehicles under the guise of Ministerial push to cut red tape and provide quick wins for business within the De-Regulation Bill currently before Parliament and that these changes are being proposed ahead of full consideration being given by Government to the Law Commission Report on Taxi and Private Hire Services, a process that commenced in 2011.

This Council notes the clauses inserted into the De-Regulation Bill which compromise public safety in relation to use of Private Hire Vehicles and in condemning these clauses reaffirms that public safety in relation to Private Hire Vehicle regulation remains the Councils primary concern.

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This Council further notes the increasing use of Out of Town Licensed Hackney Carriages as Private Hire Vehicles within the Borough of Trafford by Private Hire Operators and the issues this is causing our locally licensed Private Hire and Hackney Drivers who continue to meet the high safety standards and local enforcement regulations expected of them and how this situation is compromising the safety of our public using Private Hire Vehicles.

This Council resolves to write to the Government Minister responsible expressing our opposition and concerns in regard of the three clauses pertaining to Private Hire Vehicles that have been inserted into the De-Regulation Bill.

Further this Council resolves to work closely with other Local Authorities through the Association of Greater Manchester Authorities, local representatives of the National Taxi Association and National Private Hire Association to work on a solution to the Out of Town Hackney Carriages operating as Private Hire Vehicles across wide ranges of Greater Manchester. In the interest of and so ensuring public safety in Trafford is in no way compromised this Council will develop a Communication Strategy advising Taxi users in Trafford to always request a Licensed Trafford Taxi and Driver when booking and undertaking Taxi journeys.”

It was moved and seconded as an amendment that:

This Council notes the proposed changes by the government in the regulation of Private Hire Vehicles in order to cut red tape and provide an incentive for business within the Deregulation Bill currently before Parliament and that these changes are proposed before the Law Commission Report on Taxi and Private Hire Services which is on-going.

This Council notes the clauses inserted into the Deregulation Bill which could compromise public safety in relation to use of Private Hire vehicles and re-affirms that public safety in relation to Private Hire vehicle registration remains the Council’s primary concern.

This Council further notes the increasing use of out of town Licensed Hackney Carriages as Private Hire Vehicles within the Borough of Trafford by Private Hire Operators and the issues this is causing our locally Licensed Private Hire and Hackney Drivers who continue to meet the high safety standards and local enforcement regulations expected of them and how this situation might compromise the safety of our public using Private Hire Vehicles.

This Council resolves to write to the Government Minister responsible, expressing our specific concerns in regard to the three clauses pertaining to Private Hire Vehicles that have been inserted into the Deregulation Bill.

Further, this Council resolves to continue to work closely with other local Authorities through the Association of Greater Manchester Authorities, with local representatives of the National Taxi Association and National Private

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Hire Association to work on a solution to the Out Of Town Hackney Carriages operating as Private Hire Vehicles across wide ranges of Greater Manchester. Should the local taxi and private hire trade decide to organise a campaign to promote the use of local companies and drivers, the Council will consider supporting that campaign in an appropriate manner, e.g. social media, Council website.

The mover of the Motion signified acceptance of the amendment, which was then put to the vote and agreed unanimously. Consequently, the substantive Motion was declared carried.

RESOLVED: That this Council notes the proposed changes by the government in the regulation of Private Hire Vehicles in order to cut red tape and provide an incentive for business within the Deregulation Bill currently before Parliament and that these changes are proposed before the Law Commission Report on Taxi and Private Hire Services which is on-going.

This Council notes the clauses inserted into the Deregulation Bill which could compromise public safety in relation to use of Private Hire vehicles and re-affirms that public safety in relation to Private Hire vehicle registration remains the Council's primary concern.

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Further, this Council resolves to continue to work closely with other local Authorities through the Association of Greater Manchester Authorities, with local representatives of the National Taxi Association and National Private Hire Association to work on a solution to the Out Of Town Hackney Carriages operating as Private Hire Vehicles across wide ranges of Greater Manchester. Should the local taxi and private hire trade decide to organise a campaign to promote the use of local companies and drivers, the Council will consider supporting that campaign in an appropriate manner, e.g. social media, Council website.

32. MOTION SUBMITTED BY THE LABOUR GROUP - FRACKING

[Note: Prior to the debate on this item, the time being 9.17 p.m., the Mayor indicated that all speeches on the matter would be limited to a maximum of two minutes per speaker.]

**Meeting of the Council
16 July 2014**

It was moved and seconded that:

“This Council opposes changes to the trespass laws in the Queens speech which will allow companies involved in fracking, which pumps water and chemicals in to shale rock deep underground to release methane gas, to drill under homes without needing permission.

These laws hastily changed at the same time as a recent poll showed 75% public are opposed to fracking.

Public concerns raised include risk of earth tremors, contamination of ground and surface water, release of greenhouse gases and noise pollution for residents living in the vicinity.

All these are genuine concerns, whilst at the same time it is recognised that the most optimistic forecast suggest that shale drilling could meet no more than 10% of European gas demand by 2030. The fact is the long term damage to our environment is irreversible as we see now in America with hundreds of abandoned wells.

We strongly believe we should be listening to the views of local people and the evidence in relation to health and safety and that our duty as a council is to protect the health and wellbeing of our residents and oppose fracking and coal bed extraction of methane gas in Trafford.”

In accordance with Procedure Rule 13.8 (e) it was moved and seconded to adjourn the debate for the reason that the Council was not in possession of the full facts.

The Motion to adjourn was put to the vote and declared carried.

RESOLVED: That the above Motion in respect of Fracking now be adjourned.

The meeting commenced at 7.06 p.m. and finished at 9.26 p.m.

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TRAFFORD COUNCIL

Report to: Full Council
Date: 17th September 2014
Report for: Information and Discussion
Report of: Executive Member for Transformation and Resources

Report Title

Year End Corporate Report on Health and Safety – 1 April 2013 to 31 March 2014

Summary

1. To provide information on council-wide health and safety performance and trends in workplace accidents.
2. To provide a summary of other key developments in health and safety for the period 1st April 2013 to 31st March 2014.

Recommendation(s)

1. That the report is noted.

Contact person for access to background papers and further information:

Name: Josh Arnold
 Extension: 4919

Background Papers: None

Relationship to Policy Framework/Corporate Priorities	Improving the health and safety of staff relates to the Council’s Health and Wellbeing strategy. Health and safety arrangements, including reporting arrangements are set out in the Corporate Health and Safety Policy.
Financial implications	There are no foreseeable financial implications arising out of this report.
Legal Implications:	The programme of audits carried out by the Health and Safety Unit in the past year, together with on-going policy developments and training arrangements are likely to mean increased compliance with health and safety legislation. Whilst the Council has achieved compliance with the improvement notice served by the HSE regarding working at height, services need to ensure that their risk assessments and safe working practices are regularly reviewed and monitored.
Equality/Diversity Implications	None
Sustainability Implications	None
Staffing/E-Government/Asset Management Implications	None

Risk Management Implications	The total number of accidents to staff this year indicates minimal levels of risk to the Council in terms of civil claims. However, the number of reportable injuries has increased slightly and as these are the more serious accidents, they are more likely to lead to civil claims.
Health and Safety Implications	See Legal section above. The implementation of the Corporate Health and Safety improvement plan in the coming year will ensure that an emphasis is placed on continuous improvement.

1.0 Introduction

This report covers the period from 1st April 2013 to 31st March 2014. It highlights changing trends in accidents, major activities and points of interest, as well as providing a summary of accidents to Council staff. In addition to this report, separate reports on Directorate performance will be made to the relevant Corporate Directors and local Joint Consultative Committees.

The overall total number of accidents involving staff reported to the Health and Safety Unit (HSU) has decreased by 17%, with 196 accidents reported in 2013-2014, compared to 238 accidents in 2012-13. The most common type of reported accident remains those due to violence and aggression; the majority of these occurred within schools (particularly special schools) and adult services within Children, Families and Wellbeing (CFW).

This report provides a direct comparison of the total number of accidents that occurred between 2012-13 and 2013-14 only. Previous years' figures are not directly comparable due to changes in accident reporting arrangements for non-maintained schools in line with statutory requirements. Pre 2010, all schools were included in the council-wide accident statistics, whereas now, only maintained schools (where the Council is the employer) are included in the statistics.

2.0 Accident Statistics: April 2013 to March 2014

2.1 Summary

Appendix 1 provides details of the accident statistics, broken down by Directorate and service area for staff for the period 1st April 2013 to 31st March 2014. A summary of the findings is detailed below.

2.2 Overall Numbers and Rates of Accidents

The overall total number of accidents to staff reported to the HSU has decreased by 42 accidents from 238 in 2012-13, to 196 in 2013-14 (see Table 1 below). It should be noted that 8 of these accidents involved more than one person, so although there appears to be 196 accidents, there were in fact only 185 incidents.

The overall rate of reported accidents per hundred employees has also fallen when compared to 2012-13, from 4.05 accidents per hundred employees to 3.29 per hundred employees in 2013-14.

Twenty nine accidents in the previous reporting period (2012-13) were accounted for by occurrences of violence and aggression involving one service user who has a learning disability. There have only been a few incidents involving this service user in this reporting

period (see Section 2.5 for more details), following a review of how his behaviour was being managed, which may account for some of the overall reduction in accidents this year.

Overall, there has been an increase in the number of reported accidents involving objects and exposure to hot surfaces/substances. There has been a decrease in the number of reported assaults, manual handling accidents and in the number of accidents involving objects, animals or insects. The number of reported slips, trips and falls and road traffic accidents remains static.

Table 1: Overall number and rate of accidents to staff

Indicators - Year End Results	2007-8	2008-9	2009-10	*2010-11	2011-12	2012-13	2013-14
Total number of accidents to employees (as reported to the HSU)	229	341	259	217	174	238	196
Overall rate of accidents to employees/100 employees	3.04	4.65	3.5	3.5	3.0	4.05	3.29

Rate based on number of staff at 1st April at the start of each reporting period.

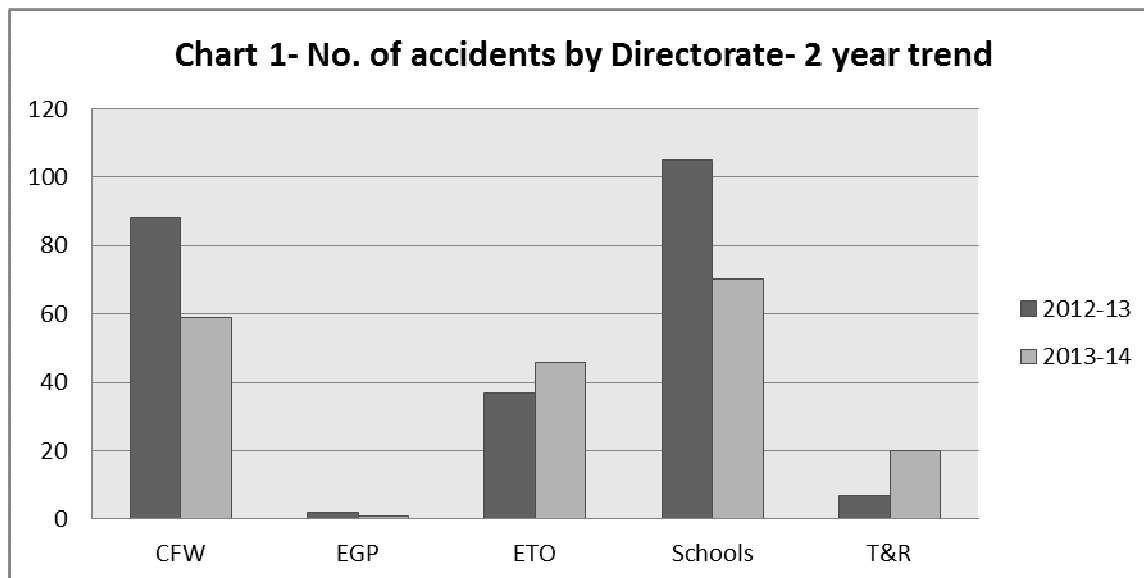
**Please note that due to a change in reporting arrangements, the total number of accidents to employees from 2010-11 onwards has been amended to include reported accidents for community schools only (where the Council is the employer), in order to give a direct comparison with accident levels in the last 3 years.*

2.3 Numbers of Accidents by Directorate

Compared to 2012-13, the total number of reported accidents increased in Environment, Transport and Operations and in Transformation and Resources (T&R), see Chart 1 below. There was a decrease in reported accidents in Children, Families and Wellbeing, Economic Growth and Prosperity and within maintained schools.

Analysis by service area (see Appendix 1) shows that a few service areas account for a large proportion of the reported accidents in each Directorate. These are generally the areas where we would expect higher numbers of accidents, due to the nature of the work undertaken in these services.

Patterns at service level will be reviewed in more detail in separate Directorate Health and Safety reports.



2.3.1 Children, Families and Wellbeing

The overall number of accidents reported in Children, Families and Wellbeing (CFW) has decreased by 33%, down from 88 reported accidents in 2012-13 to 59 reported accidents in 2013-14. As seven of these accidents involved more than one person, this actually relates to only 52 incidents. Much of this decrease can be accounted for by a 31% decrease in incidents of verbal and physical assault, which are down from 52 in 2012-13 to 36 in 2013-14. The majority of accidents reported by CFW (86%) occurred within Provider Services, which is not unexpected due to the nature of the work carried out within this service.

The rate of reported accidents in CFW has fallen from 4.85 per hundred employees in 2012-13, to 3.27 accidents per hundred employees in 2013-14. However, it should be noted that numbers and rates of accidents within this Directorate are very sensitive to fluctuations in rates of violence and aggression from individual service users. This is explored in more detail in Section 2.5.

2.3.2 Environment, Transport and Operations

The overall number of accidents reported within Environment, Transport and Operations (ETO) has increased by 24%, from 37 in 2012-13 to 46 in 2013-14. The reasons for this increase will be explored further in the Directorate report.

The rate of reported accidents in ETO is also up to 3.72 per hundred employees in 2013-14, compared to 2.93 per hundred employees in 2012-13. The main types of accident, which occurred were: seven incidents involving contact with a hot surface or substance, 7 manual handling injuries, 6 incidents involving being hit by a moving, flying or falling object and 6 slips, trips and falls (on the level).

The reasons for the increased number and rate of accidents in ETO are complex, with mainly small increases and decreases in many different types of accident (of only 1 accident in each case). The only significant area of increase is in contact with a hot surface and substance, which are up by 6 this year, compared to the same period in 2012. The reasons for this are explored further in Section 2.9.

2.3.3 Economic Growth and Prosperity

There was 1 reported accident within EGP in 2013-14, compared with 2 in 2012-13. Within EGP, the rate of reported accidents per hundred employees is 1.45 per hundred employees.

2.3.4 Transformation and Resources

The overall number of accidents reported in Transformation and Resources (T&R) has increased by 185%, up from 7 in 2012-13, to 20 in 2013-14. However, it should be noted that four staff were involved in one incident (of verbal assault), so the number of incidents is actually 17.

There was a decrease of 56% in 2012-13 compared to 2011-12, so the number of reported accidents this year is close to the number from 2011-12, where there were 16 accidents reported from T&R services. The rate of reported accidents in T&R in 2013-14 is 3.1 accidents per hundred employees, up from 1.04 accidents per hundred employees in 2012-13.

The main area of increase within T&R has been in the number of reported verbal assaults, threats or intimidation, which has risen from 1 in 2012-13, to 9 in 2013-14. However, as mentioned above, it should be noted that four staff were involved in one incident of verbal assault, so this is actually 6 incidents. All of these incidents occurred either within libraries (4) or involving staff at the contact centre (2). Most involved threats from customers.

There were slight increases in slips, trips and falls, up from 4 in 2012-13 to 6 in 2013-14. Six of these reported accidents were slips, trips and falls, and four of these occurred at Trafford Town Hall (TTH). Of the accidents at TTH, none required any remedial action.

Other areas where there have been increases in accidents in T&R include staff being hit by moving objects, three accidents occurred, all of these were reported in detail in the 6 month report. Two accidents involved lifting and handling; both involved ICT staff. All ICT staff were offered refresher training in moving and handling in October 2013 and three ICT staff attended, including these two individuals. Further courses are now being arranged.

2.3.5 Maintained Schools

The overall number of accidents reported by maintained schools has seen a 33% decrease, down from 104 in 2012-2013 to 70 in 2013-14. This means that the level of accidents within maintained schools is at a similar level to 2011-12, when there were 72 accidents reported.

The rate of reported accidents in schools is 3.27 per hundred employees in 2013-14, compared to 5.27 per hundred employees in 2012-13.

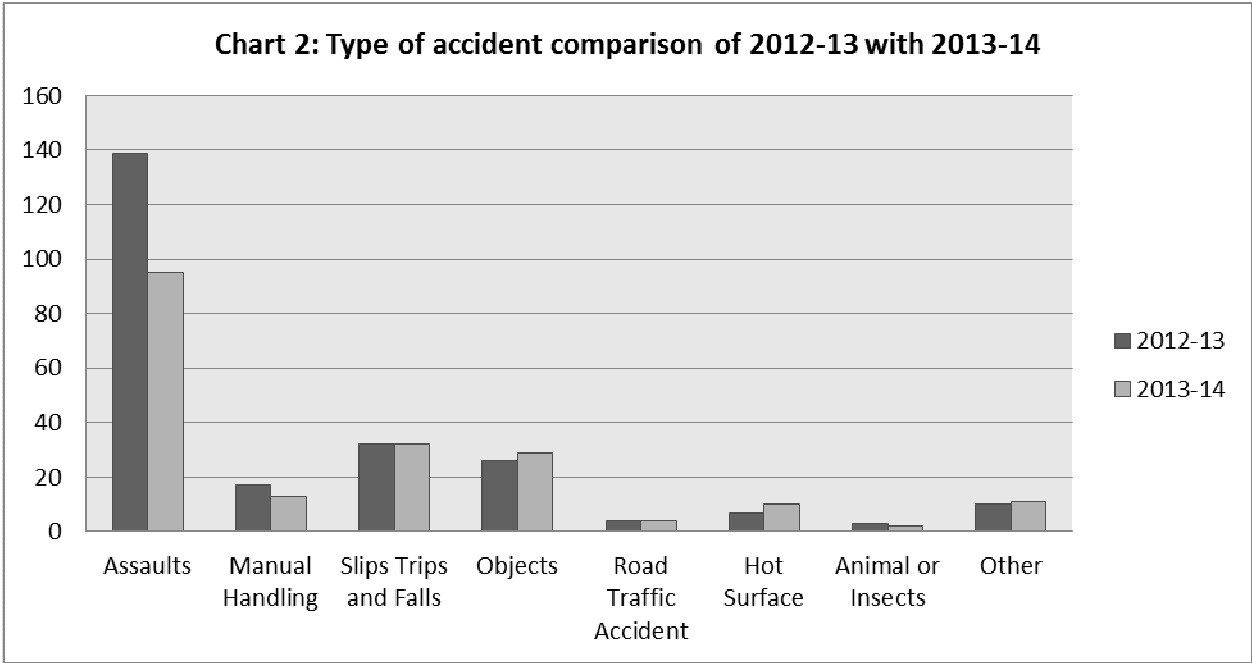
2.4 Types of Accidents

Chart 2, below, shows a summary of the main types of accidents compared to the same period last year.

The most common types of reported accidents involving staff this year (2013-14) are violence and aggression against staff (48% of all reported accidents – see Section 2.5) and slips, trips and falls (16% of reported accidents - see Section 2.7). When taken together with the next most common causes of accidents, those involving objects (15% of reported

accidents- see section 2.8) and manual handling (7% of reported accidents-see section 2.6); these account for 86% of all accidents involving staff.

Appendices 2 and 3 show a detailed breakdown of the types of accidents and a breakdown for each Directorate and service area.



2.5 Violence and Aggression

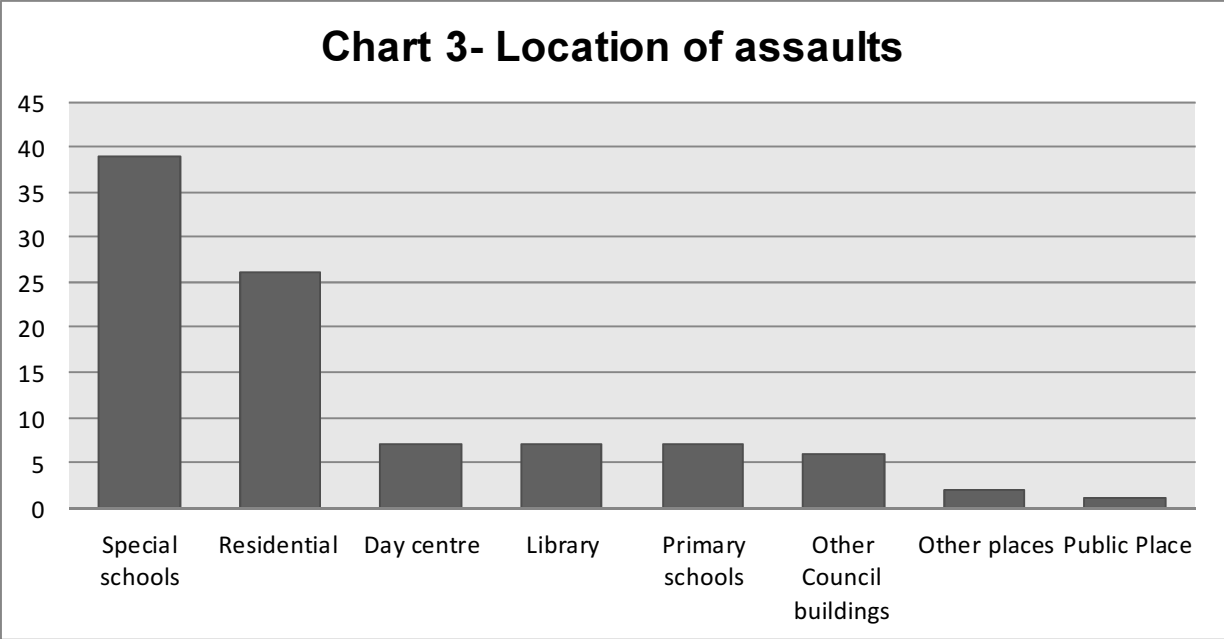
There has been a decrease in the number of reported assaults, down 32% from 140 in 2012-13, to 95 in 2013-14. As in previous years, the majority of reported assaults in 2013-14 were physical assaults (79%). The number of reported physical assaults has decreased by 35% (down from 116 to 75) from 2012-13. The number of reported threats of assault or intimidation (a new category this year, replacing verbal assault) has also decreased from 23 in 2012-13 to 20 in 2013-14. It should be noted that the number of incidents of violence and aggression is actually lower than this, since 7 of the 95 recorded occurrences involved multiple members of staff, making this 84 incidents. None of the occurrences of violence and aggression led to an injury severe enough to be reportable to the HSE under RIDDOR.

The number of occasions of violence and aggression against staff is subject to a wide degree of fluctuation year on year, as it is very sensitive to issues in managing individual clients’ behaviour within social care and special school settings. The general trend is that these fluctuations relate to one or two service users. It should be noted that 36% of the increase in assaults last year (in 2012-13) was due to one service user, within the learning disability service, who was involved in 29 reported assaults, which accounted for 21% of the overall total number of reported assaults.

As a result of a review by the service, together with the Community Learning Disability Team (CLDT) and the HSU, revised strategies for the management of this individual were implemented. Subsequently, there have been only 4 further incidents involving this individual since that time and only 7 incidents of assault were reported overall in the Learning Disability Day Centre.

A high proportion (80%) of the reported assaults in 2013-14 came from services dealing with adults or children displaying challenging behaviour. Forty one per cent of all reported assaults occurred within special schools, involving children with challenging behaviour.

However, the numbers of assaults reported from special schools has dropped by 40% this year.



The next highest number of reported assaults (accounting for 35% of all assaults) occurred within Provider Services, either within the reablement community service or in the Learning Disability residential or day care setting. The number of assaults within Provider Services remains level overall, although there has been an increase in the number of reported assaults in the residential setting and a decrease within the day care setting, see Chart 3 above.

Within the Learning Disability residential setting the reported incidents involved 6 different service users, at 6 different homes. The majority of the assaults within Provider Services in CFW occurred whilst supporting service users and residents with tasks such as personal care, dressing and dealing with challenging behaviour. A more detailed analysis of these issues will be contained within the CFW Directorate report.

There were seven assaults reported within Primary Schools, all involving pupils with challenging behaviour. This year, there were no incidents involving parents. A more detailed analysis of these will be contained within the CFW Directorate report.

There have been some increases in reports of assault in other areas, such as some libraries and a children’s centre, but after initial analysis, these seem mainly to be isolated incidents across a number of locations and with no common themes, although this will continue to be monitored by the HSU, together with the respective services. There were seven reported assaults in libraries, although 4 of these relate to one incident involving a library volunteer (where the volunteer was the perpetrator and as a result of this, appropriate measures have been taken), so this actually relates to 4 incidents and involves three different libraries. None of these were physical assaults.

An analysis of the perpetrators of assaults shows that the vast majority (86%) are either pupils or service users displaying challenging behaviour; only 13% of these assaults were perpetrated by customers or members of the public, see Table 2 below. Please note that there was only one incident involving a volunteer, which involved 4 staff.

Table 2: Perpetrators of assaults against staff

Group	No of assaults
Pupil	46
Adult Service User	33
Member of the public	9
Volunteer	4
Child Service User	3

The Council's violence and aggression policy is currently being revised by the HSU and the policy wording has been updated in order to strengthen the message about violence and aggression in any form not being tolerated or accepted. The policy also states the Council's commitment to ensuring that the likelihood of employees being exposed to violence and aggression whilst at work is kept to a minimum.

2.6 Manual Handling

The number of reported manual handling accidents has decreased by 23%, from 17 in 2012-13 to 13 in 2013-14. Lifting and handling operations were responsible for 7% of all accidents in 2013-14.

The majority of these occurred in the Ground-force team within ETO (six incidents involving a variety of tasks related to gardening; lifting, carrying or reaching). These staff all received refresher training in object handling in April and May of this year.

The next highest numbers are within CFW services (3), mainly as a result of people handling whilst assisting service users. Annual refresher training continues for staff in services involved in people handling, within Children, Families and Wellbeing (CFW) and schools.

Of the remaining reported moving and handling accidents, most involved lifting objects. Object handling refresher training continues to be offered to all staff who carry out significant manual handling as part of their job.

The long term trend is that manual handling accidents have considerably reduced (see Appendix 2) down 68% from 41 in 2008-9 to 13 in 2013-14.

2.7 Slips, Trips and Falls

Slips, trips and falls remain the second most commonly reported cause of injury, responsible for 16% of all accidents in 2013-14. The numbers of slips, trips and falls remains level with the previous year (2012-13), at 32 accidents.

Of the slip, trip and fall accidents, 4 were known to slip on a spillage of food or liquids, 8 tripped over an object or person, 6 slipped up or on stairs, 5 slipped on a wet surface and 4 simply went over on their ankle or lost their footing. The remaining accidents were slips, with no clear cause given for the slip.

The most common place that the reported slips, trips and falls (37.5%) occurred was within Primary Schools. The others occurred in a variety of settings, including the street, service users' homes, Sale Waterside and Trafford Town Hall (TTH).

2.8 Objects

The number of reported accidents involving objects has increased by 11%, up from 26 in 2012-13, to 29 in 2013-4, bringing the levels back to a similar level to the year before (2011-12). Taken together, these are responsible for 15% of the accidents reported.

Eighteen of these incidents involved being struck by objects, 5 involved striking against objects and 5 involved contact with sharp objects and one involved fingers trapped in a folding table, see below. These occurred in a variety of settings, but 16 occurred in schools.

Four of the reported accidents involved folding tables used in school dining rooms. As a result of identifying this emerging trend, the HSU has worked with the Catering Service to refresh their information given to staff regarding safe systems of work. The HSU has also issued a safety alert to schools via the schools bulletin, advising them to issue the same advice to any other users of the school premises; such as before and after-school clubs.

The remaining incidents showed no clear pattern of causes, although several involved being struck by footballs, two involved being struck by wheelchairs and there were two needle-stick injuries; one in a social care setting and one involving staff assisting a pupil to give themselves an insulin injection.

2.9 Exposure to hot surfaces/substances

This year there has been another increase in incidents involving contact with a hot surface or substance, up from 7 reported accidents in 2012-13 to 10 reported accidents in 2013-14. This is in part due to increased awareness on the part of the (remotely located) staff within school kitchens of the need to report accidents involving their staff, as 7 of the 10 accidents reported in 2013-14 involved catering staff, mainly involving contact with hot liquids.

Two of the remainder occurred in social care, whilst making food or drinks for service users in their own homes in the community. The final accident involved a member of staff who burnt themselves on the toaster in the staff restaurant at TTH.

3.0 Health and Safety Performance

3.1 Rate of Reportable Injuries to Staff

Over this reporting period, there were 13 reportable accidents to staff (those which have to be notified to the national Incident Contact Centre, under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations), see Table 3 below:

Table 3: Rate of reportable injuries to staff

Local performance indicator-	2006-7	2007-8	2008-9	2009-10	2010-11	2011-12	2012-13	2013-14
Total Number of reportable accidents	30	22	24	18	19	18	9	13
Target for rate of reportable accidents/100 employees	0.44	0.42	0.40	0.38	0.36	0.34	0.32	0.30
Actual rate of reportable accidents/100 employees	0.36	0.29	0.32	0.24	0.31	0.31	0.15	0.21

This represents an increase of 44% in the total number of reportable injuries from last year, up from 9 in 2012-13 to 13 in 2013-14. It should be noted that from April 2012, the criteria for reporting accidents under RIDDOR changed. Now only accidents involving staff absences of over 7 days are reportable, whereas previously those over 3 days were reportable. A reduction in the numbers of reportable accidents is therefore to be expected for the years after 2011-12 and the result for 2013-14 therefore deviates from this trend.

The rate of reportable injuries per hundred employees has increased from 0.15 to 0.21. The overall accident rate remains below the performance indicator target for this year of 0.30 accidents per hundred employees.

Further information on the RIDDOR-reportable injuries is provided in Appendix 4.

3.2 Performance against 2013-14 Corporate Health and Safety Improvement Plan

Key actions that were contained within the Corporate Health and Safety Improvement Plan for 2013-14 included:

- Revise guidance for managers on health and safety training requirements;
- Review of arrangements for the provision of health and safety training and ensure a calendar of suitable training is in place to support the implementation of the revised guidance;
- Approval and implementation of an updated display screen equipment (DSE) framework and guidance and process for staff experiencing health issues relating to DSE use;
- Approval and implementation of the Lone Worker framework and guidance;
- Review of First Aid arrangements and produce a first aid toolkit, including guidance for managers;
- Review of the Corporate Health and Safety Policy, in line with changes to organisational structure

To coincide with the move back into the Town Hall, the HSU has updated the display screen equipment guidance, to support the move towards more agile working. The HSU has also put in place a new system to ensure that we are meeting our responsibilities towards staff with health problems relating to display screen equipment use.

A review of the arrangements in place for the provision of first aid at all of our buildings has been undertaken, to ensure that a robust list of existing first aiders remains available, together with their location and the type and expiry date of their training qualification, now that a large number of staff moves has been completed. This list is now monitored by the HSU and Learning and Development (L&D) teams to ensure that the level of first aid provision remains adequate and first aiders keep their training up to date.

New frameworks and guidance for Lone Working and First Aid have been produced by the HSU and the Corporate Health and Safety Policy has been updated in line with changes to organisational structure and this has been signed by the new Leader and current Chief Executive.

A refresh of health and safety training available to staff has been undertaken, which included a review of the existing Health and Safety training strategy by the HSU, which has now been converted to guidance for managers on the standards of health and safety training that should be in place. The HSU has also worked with the L&D team to ensure that a calendar of suitable training is in place to support the implementation of the guidance. Courses have recently been provided in risk assessment, working at height, managing work at height, first aid and the moving and handling of people and loads.

4.0 Other Key Developments in Health and Safety

The Council is reviewing its arrangements for planning, risk assessing, managing and monitoring work at height, following an Improvement Notice being served on the Council after an HSE Inspector observed a member of Council staff working on a flat roof of a school without (in her opinion) adequate protection measures in place. All roof work was temporarily suspended and refresher training has been provided to 40 managers who manage staff who work at height. An action plan is in place to ensure that all roofs on Council premises are risk assessed and a safe system of work is put in place for accessing and working on the roofs. We have subsequently received verbal confirmation from the HSE that they are satisfied the Council has complied with the Improvement Notice.

5.0 Fire Safety

The Fire Safety Advisor has been undertaking audits of maintained schools, to ensure that any identified actions have been completed. The Fire Risk Assessment for Trafford Town Hall has been reviewed, following the move back into the building.

With the recent movement of staff between premises, a review has been carried out to assess the location and numbers of Fire Marshals at Trafford Town Hall and further marshals are being recruited and trained. All existing marshals who have recently moved in will be offered an update briefing in the new procedure. Drills have been carried out to ensure that all new staff are familiar with the procedure. Further drills will be carried out until staff, marshals and incident controllers are fully familiar with the procedure.

Initial and refresher training has been carried out for Incident Controllers and Fire Marshals at all administrative buildings and where necessary, disabled evacuation training has also been undertaken.

6.0 Conclusion

The overall total number of accidents to staff reported to the HSU has decreased by 17%, in 2013-14, compared to the previous year, largely due to a decrease in the number of incidents of violence and aggression against staff. Some of this decrease can be explained by a decline in the number of assaults involving one service user, which were responsible for a large portion of the increase seen in last year's accidents (in 2012-13).

As well as the reduction in reported assaults, there have been reductions in the number of moving and handling accidents, which is a welcome improvement that builds on the long-term downward trend in overall accident rates and improvements in health and safety management.

More school and service audits scheduled to take place in 2014-15 should lead to further improvements, by highlighting what is being done well and where further improvements are needed.

Senior managers must ensure that managers treat health and safety as a core business area, in order to meet the required standards. The HSU will continue to support and assist managers in this process.

Corporate Accident Statistics 2013-14

Appendix 1: Numbers of accidents by Directorate and Service Area

Directorate	Service Area	No of incidents
Children, Families and Wellbeing	Education & Early Years' Service	1
	Provider services	51
	Services For Children Young People & Families	6
	Commissioning Performance & Strategy	1
Total CFW		59
Economic Growth and Prosperity	Asset Management	1
Total EGP		1
Environment, Transport and Operations	Highways Bridges & Structures	2
	Public Protection	4
	Strategic Business Unit	40
Total ETO		46
Schools	Special schools	47
	Primary schools	23
Total Schools		70
Transformation and Resources	Customer Services	12
	Finance	2
	Human Resources	1
	ICT Services	3
	Legal & Democratic Services	1
	Stronger Communities	1
Total T&R		20
Grand Total		196

Appendix 2: Type of accident 2008- 2014

Accident Type	2008-9	2010-11	2011-12	2012-13	2013-14
Assaults					
Physical Assault	137	76	45	116	75
Assault, Threats or Intimidation (previously Verbal Assault)	20	1	15	23	20
Total Assaults	157	77	60	139	95
Manual handling (lifting, moving, manoeuvring etc.)					
Manual handling	41	28	14	17	13
Slips, Trips and Falls					
Slipped, tripped or fell on same level (new category 12-13)	N/a	N/a	N/a	28	24
Slip on the same level	43	30	34	N/a	N/a
Fall down steps/stairs	4	4	4	3	7
Trip	10	9	0	N/a	N/a
Fall from height	1	3	1	1	1
Total Slips, Trips and Falls	58	46	39	32	32
Incidents involving objects					
Hit by a moving, Flying or falling object	17	12	15	12	18
Striking against object/hit something fixed or stationary	15	10	9	9	5
Cut by a sharp object	6	8	6	5	5
Stepping / Kneeling on Object	0	0	0	0	1
Total Objects	38	30	30	26	29
Others					
Contact with a moving person (new category 12-13)	N/a	N/a	N/a	1	2
Other	15	5	9	4	7
Road Traffic Accident	11	16	7	4	4
Animal/Insect	5	2	6	3	2
Hot surface/substance	10	10	3	7	10
Trapped	2	2	3	1	1
Exposed to, or in Contact With, a Harmful Substance	0	0	2	0	0
Electricity	0	0	1	1	0
Plant & machinery (including hand and power tools)	0	2	0	2	1
Sports Injury	1	0	0	1	0
Total Others	44	37	31	24	27
Overall Total	341	217	174	238	196

Appendix 3: Type of accident by Directorate 2013-14

Type of accident	CFW	EGP	ETO	T&R	Schools	Total
Animal/Insect			2			2
Assault Threats or Intimidation	7		3	9	1	20
Contact with a moving person					2	2
Cut by a sharp object	1		3		1	5
Exposed to, or in Contact With, a Harmful Substance						
Fall down steps/stairs	3		1	1	2	7
Fall from height					1	1
Hit by a moving, Flying or falling object	2		6	3	7	18
Hit something Fixed or Stationary		1	1			2
Hot surface/substance	3		7			10
Manual handling- lifting, moving, manoeuvring	4		7	2		13
Other	1		4		2	7
Physically Assaulted by a Person	29		2		44	75
Plant & machinery (including hand and power tools)			1			1
Road Traffic Accident	3		1			4
Slipped, tripped or fell on same level	4		6	5	9	24
Stepping / Kneeling on Object	1					1
Striking against object	1		1		1	3
Trapped			1			1
Totals	59	1	46	20	70	196

Appendix 4: Breakdown of RIDDOR reportable accidents (April 2013-March 2014)

Directorate	Reason reportable	Days lost	Service/school	Specific Location	Type of Incident	Description of Incident
CFW	Over 7 day injury	24	Provider Services	Service users house	Slipped, Tripped or Fell on the Same Level	Employee was leaving the property by the back door when she slipped on the wooden ramp.
ETO	Over 7 day injury	70	Greenspace & Streetscape Operations	Park	Injured while Handling, Lifting or Carrying	Emptying bin by lifting bag out aggravated a previous back injury.
	Over 7 day injury	7	Greenspace & Streetscape Operations	Park	Another Kind of Accident	Stepped out of sweeper vehicle resulting in sprain to ankle.
	Over 7 day injury	15	Catering Operations	School kitchen	Hit by a Moving, Flying or Falling Object	Whilst putting equipment away a dough hook fell & hit employee.
	Over 7 day injury	15	Catering Operations	School kitchen	Contact with a Hot Surface/Substance	Spilt gravy whilst transferring it from pan to server.
	Over 7 day injury	7	Catering Operations	School kitchen	Contact with a Hot Surface/Substance	Burnt arm on cake tin.
	Over 7 day injury	47	Catering Operations	School dining hall	Trapped finger in table	Putting out dining tables trapped finger in mechanism.
	Over 7 day injury	32	Catering Operations	School dining hall	Injured while Handling, Lifting or Carrying	Trapped finger when the small exam table she was putting up collapsed.
Schools	Over 7 day injury	183	School	School cellar steps	Fall From Steps / Down Stairs	Tripped over cleaning machine at top of stairs.
	Over 7 day injury	13.5	School	School classroom	Physically Assaulted by a Person	Child pushed employee into ball pool and fell on top of her whilst also trying to reach another child.
	Major Injury	52	School	School ball pool	Fall from a Height	Stood on wall fixture and it fell off.
	Over 7 day injury	24	School	School classroom	Slipped, Tripped or Fell on the Same Level	Child dropped to the floor and caused employee to trip over the mat.
T&R	Major Injury	26	Trafford Town Hall	Trafford Town Hall	Slipped, Tripped or Fell on the Same Level	Employee's shoe stuck on the carpet and she fell over.

TRAFFORD COUNCIL

Report to: Executive / Council
Date: 1 September 2014 / 17 September 2014
Report for: Decision
Report of: Executive Member for Finance and the Director of Finance

Report Title

Children, Families and Wellbeing (CFW) Budget 2014-15

Summary

The identification early in the financial year of a likely overspend in Adult Services, should immediate action not be taken, has presented the Council with a serious challenge to achieve a balanced budget. Proposals to achieve additional in-year savings should reduce the shortfall by at least £4.8m (para 2.3 & 3.6). A number of these are one-off or short term measures to allow time to identify and deliver recurring savings during 2015/16.

After the council-wide budget underspend is taken into account (para 3.5) a shortfall of up to £1.6m will remain and the Executive proposes to utilise the General Reserve to bring the budget into balance.

Progress on the budget will be monitored and reported on in the usual way. Management will continue to identify additional cost saving measures and/or income sources to minimise the call on reserves.

The accumulated deficit on the Learning Disability pooled budget of £3m represents a potential additional call on reserves.

Recommendation(s)

The Executive is asked to recommend that Council:

1. Notes the additional in-year savings within the Children, Families & Wellbeing Directorate of up to £(3.3)m;
2. Approves the reduction in the Provision for Equal Pay Claims of £(1.0)m and the use of capital receipts of £(1.3)m from Urmston Town Centre as outlined in para 3.6 of the report;
3. Approves the further use of up to £(1.6)m from the General Reserve in support of the 2014/15 budget;

4. Approves the use of the General Reserve (if required) for the Council's contribution to the accumulated deficit on the Learning Disability Pooled Budget on condition that the General Reserve is restored to the approved minimum level for 2015/16.

Contact person for access to background papers and further information:

Name: Ian Duncan / Deborah Brownlee

Extension: 912 4238 / 912 1901

Relationship to Policy Framework/Corporate Priorities	Value for Money Supporting Vulnerable People
Financial	The proposals set out in the report are to bring the 2014/15 budget into balance
Legal Implications:	None arising from this report
Equality/Diversity Implications	None arising from this report
Sustainability Implications	None arising out of this report
Staffing/E-Government/Asset Management Implications	None arising from this report
Risk Management Implications	None arising from this report
Health & Wellbeing Implications	None arising from this report
Health and Safety Implications	None arising from this report

1. Background

- 1.1 The Period 3 Revenue Budget Monitor highlighted that the forecast service activity levels of demand in adult social care was in excess of the approved budget in the region of £6.5m. The period 4 report is currently being drafted but the provisional assessment is that the figure could rise to £6.9m.
- 1.2 This situation was first highlighted in the 2013/14 Outturn Report. An investigation into how the situation arose has taken place and management actions to mitigate and rectify have been ongoing since April 2014.
- 1.3 This paper outlines a range of additional in-year savings and income measures that have been introduced within CFW to contribute to reducing the budget shortfall, and considers options to balance the 2014/15 budget.

2 Additional in-year Savings Proposals

- 2.1 The Corporate Director for Children, Families & Wellbeing has formally approved a range of measures to deliver additional in-year budget savings; this decision was published on 27 August 2014. All proposals have had detailed business cases developed, including relevant Equality Impact and Risk Assessments.
- 2.2 Detail of the individual proposals is contained in Appendix A and can be summarised thematically as:

Saving Category	(£000's)
Contract Management and Procurement	(657)
Recoupment of costs from other bodies	(150)
Reducing Discretionary Spend	(109)
Use of Grants and Additional Income	(1,759)
Vacancy & Establishment Management	(621)
Total All Proposals	(3,296)

- 2.3 The values attached to the proposals reflect a maximum potential saving. For planning purposes it would be prudent to assume that some savings may slip given that there is only a relatively short time in which to deliver such a wide range of proposals. The planning assumption is that savings will be in the range of £(2.5)m - £(3.3)m. Progress on savings will be monitored during the year as part of the budget monitoring report.
- 2.4 These savings will make an important contribution to the Council's financial position but on their own will not be sufficient to balance the current year's budget.

3 Options to Balance the Council's 2014/15 Budget

- 3.1 There are effectively three options, or a combination thereof, to achieve a balanced budget:
 - a) Additional savings / income within the CFW directorate;
 - b) Additional savings / income across the rest of the Council;

c) The one off application of reserves, as required.

a) Additional savings within CFW

- 3.2 The CFW directorate, along with all other parts of the Council, need to deliver a significant level of savings in 2015/16 and beyond. These will require extensive consultation with service users and the public over a period of time. The in-year savings detailed in Appendix A can be implemented without the need to conduct further consultation. Any savings in the current year, over and above those already agreed and those indicated in Appendix 1 would very likely require public consultation. It is the view of the Executive that two rounds of consultation would be confusing to the public and service users, which, in the case of any further savings which could potentially be considered for 2014/15, raises a risk of legal challenge, which could delay implementation.
- 3.3 Therefore the view of the Executive is that no further proposals that require public consultation should be considered as part of the 2014/15 additional savings requirement.

b) Additional savings across the Council

- 3.4 The period 3 monitoring report identified that the other two directorates were showing an underspend of £(246)k in EGEI and a managed overspend in T&R of £255k (to be managed within the usual year-end carry-forward flexibility). It is considered important that these directorate budgets continue to be managed within the financial parameters agreed by the Council in February 2014. Any request for additional savings could adversely impact on the ability to deliver the savings already expected as part of the current budget and importantly could affect the planning for the 2015/16 budget options.
- 3.5 In respect of the remaining, council-wide, budgets the period 3 monitor forecast an underspend of £(568)k. In past years there have been instances of additional one-off income. It is possible this can occur in 2014/15 although at this point in time there is nothing definitive that can be relied upon. However the principle is that any underspending from council-wide budgets will be used to balance the budget in 2014/15.
- 3.6 Other short term measures have been considered and two initiatives are recommended for approval:
- reducing the Equal Pay provision, £(1.0)m, based on an updated review of the risk and value of potential future claims. If agreed, £(1.8)m will remain available to meet potential costs;
 - using proceeds of £(1.3)m, realised from the planned sale of the Council's interest in Urmston Town Centre following its redevelopment, to support the approved Capital Programme thereby releasing revenue reserves of an equivalent value.
- 3.7 Mention has been made previously about the Business Rate Retention Scheme, introduced by the Government in April 2013. The scheme is to encourage local authorities to grow the business rates in their locality by allowing a proportion of any growth to be retained; in Trafford's case 24.5% of any growth can be retained. In 2013/14 there was in fact a reduction in business rates, due primarily to the

significant number of appeals against rateable values, and the Council had to set aside £2.4m for such losses from its own resources.

- 3.8 As mentioned 2013/14 was the first year of the new scheme and therefore the first year that accounts have been drawn up for the new arrangements. In the accounts a total sum of £36.8m has been included to cover the estimated cost of settling appeals in the future. The accounts are still to be approved by the external auditor but assuming they are agreed then in future the Council need only to be concerned with the cost of any appeal for the year of account e.g. 2014/15 as the back dated element of the appeal will be covered by the £36.8m provision. Therefore it is possible that the Council will benefit from business rates growth in the current year, although at this stage a firm assessment has not been made.
- 3.9 The accounting arrangements for the Business Rate Retention Scheme are complicated and one of the consequences is that any share of increased business rates not assumed in the setting of the revenue budget is unable to be brought into that year's accounts. No assumption was made for increased business rates in setting the 2014/15 budget and therefore any share of business rates growth would be treated as income in 2015/16. This is a technicality and should the Council wish to utilise any growth in business rates immediately (assuming there is some) then there would have to be a temporary use of reserves but this would be replenished the following year as first call on the share of business rates.

c) Temporary use of reserves

- 3.10 The Council's General Reserve exists as a funding source to cover the impact of significant unforeseen events e.g. higher than forecast pay awards, interest rate movements, disaster emergencies etc. The current short term financial position within CFW can be a legitimate call on the General Reserve although, as with any reserve, it is one-off in nature and does not provide a permanent means of financing the Council's spending. The Council has continued to reduce its reliance on the application of reserves as over many years, and the Executive considers that this stance must be maintained, notwithstanding the proposed action to use reserves in the present financial year.
- 3.11 At the start of this financial year the General Reserve stood at the healthy position of £(11.0)m. After deducting planned use of £2.3m in the current year it would bring the available balance to £(8.7)m.

3.12 The potential call on the General Reserve is:

Potential Call on General Reserve	Para	£000
Budget monitoring forecast in CFW adults	1.1	6,950
Additional in-year savings	2.2 & 2.3	(2,500) – (3,296)
Council-wide budgets: current forecast	3.5	(568)
Council-wide budgets: Equal pay / Urmston Town Centre	3.6	(2,300)
Council-wide budgets: windfall income	3.5	Unknown
Business Rate Retention scheme: local share	3.7 - 3.9	Unknown
Total: Potential call on reserves		786 – 1,582

- 3.13 This would leave £(7.1)m - £(7.9)m in the General Reserve. However it should be noted that the budget for adults with a learning disability, which is a shared budget with Trafford CCG, had a cumulative deficit brought forward on 1st April 2014 of £3.0m. Discussions with the CCG about this are planned but at this stage a potential liability (one-off charge against reserves) of up to £3m should be borne in mind.
- 3.14 The Council has set a minimum level for the General Reserve at £(6.0)m. Taking into account the worst case scenario of the Learning Disability deficit then the General Reserve could fall to £(4.1)m - £(4.9)m. This is permissible, particularly in view of the potentially improving position regarding business rates. However Members need to be aware that the first action for 2015/16 will be to restore the actual level of the General Reserve to at least £(6.0)m.

4 Summary

- 4.1 The identification of a budget shortfall in Adult Services early in the financial year has presented the Council with a serious challenge to achieve a balanced budget. Proposals to achieve additional in-year savings should reduce the shortfall by at least £(4.8)m (para 2.3 & 3.6). A number of these are one-off or short term measures to allow time to identify and deliver recurring savings during 2015/16.
- 4.2 After council-wide budget underspendings are taken into account (para 3.5) a shortfall of up to £1.6m will remain and the Executive proposes to utilise the General Reserve to bring the budget into balance.
- 4.3 Progress on the budget will be monitored and reported on in the usual way. Management will continue to identify additional cost saving measures and/or income sources to minimise the call on reserves.
- 4.4 The accumulated deficit on the Learning Disability pooled budget of £3m (para 3.13) represents a potential additional call on reserves.

Other Options

As set out in the report (section 3)

Consultation

The additional savings measures outlined in this report are not the subject of any statutory consultation process.

Reasons for Recommendation

There is a need to establish the means of balancing the 2014/15 revenue budget.

Key Decision No

If Key Decision, has 28-day notice been given?

Finance Officer Clearance (type in initials).....ID.....

Legal Officer Clearance (type in initials).....JL.....

[CORPORATE] DIRECTOR'S SIGNATURE

(electronic).....

Children, Families and Wellbeing – Schedule of Savings (Contract Management and Procurement)

Service area	Saving proposal	Type	2014/15 (£000's)	Description of saving
Learning Disability Measures	Void management	E	(17)	Focussed management action to reduce current spend on voids, this will consist of increasing referrals to the void or, where voids are not fit for purpose, negotiation with Housing Associations to restructure rents.
Learning Disability Measures	Acceleration of tenders	E	(490)	This is part of an existing on-going review of procurement arrangements whereby long-term “spot purchasing” arrangements for support services for adults with Learning Disabilities have been reviewed and replaced by a tender exercise for the same services to ensure we are delivering best value. The phase was due to be implemented from April 2015 but will now be accelerated to begin from January 2015 thus ensuring the cost efficiencies are secured more quickly.
Learning Disability Measures	Contract negotiations	E	(150)	Negotiations will take place with all existing providers, including supported living, residential, domiciliary care, day care, direct payments, commissioned and personal budget, to endeavour to secure a reduction in the cost of current contracts.
Contract Management and Procurement sub-total			(657)	

Children, Families and Wellbeing – Schedule of Savings (Recoupment)

Service area	Saving proposal	Type	2014/15 (£000's)	Description of saving
Learning Disability Measures	Ordinary residence reallocating funding authority	E	(150)	Where possible, individuals living out of area will be deemed to be ordinarily resident in that area, reallocating funding responsibilities to the Authority where they are residing
Recoupment sub-total			(150)	

Children, Families and Wellbeing – Schedule of Savings (Discretionary Spend)

Service area	Saving proposal	Type	2014/15 (£000's)	Description of saving
Learning Disability Measures	Cease use of learning & disability development fund	E	(13)	Ceasing spend from the Learning Disability Development Fund. This fund has been used to generate new approaches to service delivery by pump priming organisations to develop or to support the development of new approaches to service delivery. There have been four decisions to cease funding to the Housing Broker, Learning Disability Internship (for which alternative Health funding has been secured), National Autistic Society Subscription and North West Training and Development Team Subscription.
Learning Disability Measures	Care packages reassessment	E	(9)	Reassessment of individual care packages, using the “Just Enough Support” approach and assessment for Telecare to ensure we continue to meet all assessed needs whilst also delivering best value for money for the council and maximising independence for individual service users. There are approximately 500 adults aged under 65 who could be reassessed. Currently individuals receive a statutory annual review; the proposed approach will ensure that reviews are focussed on the “Just Enough Support” principles, reablement and the use of Telecare. This focus may lead to a reassessment of need and the implementation of a new care plan. One to one hours individuals currently receive for social inclusion activities will be reviewed to explore the option of more cost effective delivery, for example via a personal budget employing a PA, or using natural support like community and voluntary groups. This approach will be carried out under the Mental Capacity Act and Best Interest.
Learning Disability Measures	Ordinary residence brokering supported living	E	(8)	We will undertake a review of all high cost care packages in place for individuals living outside of Trafford but eligible for funding from Trafford to identify if this continues to be the most appropriate package of care within available resources. If a supported living model is the assessed need for individuals living out of area and the individual wants to stay in that area (under MCA/BI) the Operational Team will locate accommodation and will then develop an Ordinary Residence case.
Voluntary and Community Sector	Cease funding to develop time banking	E	(4)	To cease funding to develop time banking as part of the Wellbeing Hub development (£3,975 part year effect)
Voluntary and Community Sector	Decommission time banking	E	(2)	To decommission time banking by Manchester Jewish Federation (£2,208 part year effect)

Service area	Saving proposal	Type	2014/15 (£000's)	Description of saving
Voluntary and Community Sector	Independent options: Review respite packages	E	(50)	Independent options- review respite packages to reduce allocation and transfer to personal budget model, review provision (£50,000)
Voluntary and Community Sector	LD activities	E	(3)	LD activities- work with supported living providers to transfer the service to a personal budget funded model (£2,910 per annum)
Voluntary and Community Sector	UR funding	E	(1)	Cease funding UR to distribute carers newsletter via employing people with learning disabilities through a social enterprise and pass responsibility back to carers centre (£1,250 part year effect)
Voluntary and Community Sector	Community voices funding	E	(10)	Remove £10,000 community voices funding from Trafford Mental Health Advocacy Service
Voluntary and Community Sector	Budget reduction: Independent Health Complaints Advocacy Service	E	(5)	Partial budget reduction to Independent Health Complaints Advocacy Service (£5,445)
Voluntary and Community Sector	Trafford Carers Centre budget	E	(2)	Partial reduction in budget for Trafford Carers Centre by £4,872 per annum (part year effect £2,030)
Voluntary and Community Sector	Budget reduction: Trafford Centre for independent living	E	(2)	Partial reduction in budget for Trafford Centre for Independent Living by £4,872 per annum (part year effect £2,030)
Discretionary Spend sub-total			(109)	

Children, Families and Wellbeing – Schedule of Savings (Income)

Service area	Saving proposal	Type	2014/15 (£000's)	Description of saving
Children in Care Personal Needs	CIC needs	I	(100)	A new government grant in this area has resulted in an opportunity to remove duplicate funding streams whilst retaining the current level of provision for young people resulting in an in-year saving of £100k.
Education Psychology	Additional income generation	I	(50)	Additional income generation of £50k achieved to offset costs of team infrastructure.
Early Help Framework	Monies from decommissioned services	I	(66)	A commissioning exercise was undertaken to revise the previous framework in line with the priorities set out in the Children's Early Help Strategy. A range of community and voluntary providers are on the framework to delivery early help activity across Trafford. The new framework was established from April 2014 and some slippage in implementation and clawback of monies from decommissioned services has generated a one off saving in the 2014-15 financial year of £66k.
Use of non-ring-fenced grants	Use of non-ring-fenced grants	I	(500)	A range of one off savings are being achieved by mainstreaming activity to release un-ringfenced grant funding on a one off basis for this financial year. This will contribute £500k on a one off, non recurrent basis
NHS Funds for Social Care	NHS transfer of funds	E	(788)	The additional £788k funding received via the NHS Transfer of funds to the LA for Social Care will be managed to offset the impact of growth in demand for Adult Social Care. Use of these funds is subject to the approval of the HWBB on 15/9/14. In addition, we are engaged in on-going dialogue with Trafford CCG regarding the Learning Disability Pooled Budget and relative contributions to that.
Stronger Families	Trafford Stronger Families payments	I	(250)	The Trafford Stronger Families post has to date generated payment by results income of £250k – this will be utilised to offset the in-year budget pressure within CFW on a non-recurrent basis.
Music Service	Claremont Centre music service	I	(5)	Our revised delivery model based on move to the Claremont Centre from September 2014 has increased income generation options above the initial Target by £5k.
Income sub-total			(1,759)	

Children, Families and Wellbeing – Schedule of Savings (Vacancy Management)

Service area	Saving proposal	Type	2014/15 (£000's)	Description of saving
Area Family Support Team management post	Do not appoint to Team Leader role	E	(36)	The removal of a vacant Team Leader post within the AFST structure will deliver a recurring in year saving of £36k.
Complaints and Governance	Change in staffing structure	E	(5)	A small change in staffing structure resulting in a part year saving of £5189
Vacancy freeze	Staffing	E	(580)	A freeze on recruitment to all non-critical front line posts throughout the Directorate with a potential in year non-recurrent saving of £580k.
Vacancy Management sub-total			(621)	

Key:
 Type E: Efficiency
 I: Income