



**TRAFFORD
COUNCIL**

**AGENDA PAPERS MARKED 'TO FOLLOW' FOR
EXECUTIVE**

Date: Monday, 24 March 2014

Time: 6.30 pm

Place: Council Chamber, Trafford Town Hall, Talbot Road, Stretford M32 0TH

A G E N D A **PART I** **Pages**

3. MINUTES

To receive and, if so determined, to approve as a correct record the Minutes of the following meetings:

- | | | |
|-----|-------------------------------------|-------|
| (b) | 19th February 2014 (Budget Meeting) | 1 - 4 |
| (c) | 24th February 2014 | 5 - 8 |

PART II

The public will be excluded during consideration of the remaining items on the agenda, because of the likelihood of disclosure of "exempt information" which falls within one or more descriptive category or categories of the Local Government Act 1972, Schedule 12A, as amended by the Local Government (Access to Information) (Variation) Order 2006, and specified on the agenda item or report relating to each such item respectively.

**17. IMPLEMENTATION OF THE SPECIAL EDUCATIONAL
NEEDS (SEN) REVIEW RECOMMENDATIONS**

To consider a report of the Executive Member for Education and Corporate Director, Children, Families and Wellbeing.

Para. 3 9 - 26

THERESA GRANT

Chief Executive

Membership of the Committee

Councillors S. Anstee (Chairman), M. Young (Vice-Chairman), Dr. K. Barclay, Miss L. Blackburn, M. Cornes, J. Coupe, M. Hyman, A. Mitchell and A. Williams.

Further Information

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

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This agenda was issued on **Tuesday 18th March, 2014** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall; Talbot Road, Stretford, Manchester, M32 0TH

EXECUTIVE

19 FEBRUARY 2014

PRESENT

Leader of the Council (Councillor Matthew Colledge) (in the Chair),
Executive Member for Finance (Councillor S. Anstee),
Executive Member for Community Health and Wellbeing (Councillor Dr. K. Barclay),
Executive Member for Supporting Children and Families (Councillor Miss L. Blackburn),
Executive Member for Education (Councillor M. Cornes),
Executive Member for Safe and Strong Communities (Councillor J. Coupe),
Executive Member for Economic Growth and Prosperity (Councillor M. Hyman),
Executive Member for Highways and Environment (Councillor A. Mitchell),
Executive Member for Transformation and Resources (Councillor A. Williams),
Executive Member for Adult Social Services (Councillor M. Young).

Also present: Councillors Acton, Baugh, Bennett, Bowker, Brophy, Brotherton, Candish, Chilton, Mrs. Dixon, Freeman, Jarman, Lamb, Rigby, Ross, Sharp, N. Taylor, A. Western, Whetton, Wilkinson and Mrs. Young.

In attendance:

Chief Executive (Ms.T. Grant),
Corporate Director, Children & Young People's Service (Ms. D. Brownlee),
Corporate Director, Economic Growth and Prosperity (Mrs. H. Jones),
Director of Finance (Mr. I. Duncan),
Director of Legal & Democratic Services (Ms. J. Le Fevre),
Director of Human Resources (Ms. J. Hyde),
Head of Financial Management (Mr. I. Kershaw),
Head of HR Business Partnering (Ms. D. Lucas),
Senior Democratic Services Officer (Mr. J.M.J. Maloney).

86. DECLARATIONS OF INTEREST

No declarations were made by Executive Members.

87. EXECUTIVE'S REVENUE BUDGET PROPOSALS 2014/15 AND PROPOSED CAPITAL PROGRAMME 2014/7

The Deputy Leader and Executive Member for Finance and Director of Finance submitted a report proposing for the Executive's agreement recommendations to Council in respect of its Revenue Budget for 2014/15, Council Tax levels, Fees and Charges and General Reserve; and in respect of the Capital Programme for 2014-17, Prudential Borrowing Indicators and Treasury Management Strategy. It was also proposed that Council be requested to note a range of factors, as set out in the resolutions below, which had been taken into account in developing the current proposals. In discussion it was requested that the Executive's thanks be accorded to officers who had assisted in the preparation of the Budget report.

RESOLVED:

(1) That it be recommended that Council approve:

- The net Revenue Budget for 2014/15 at £154.552m, a decrease of £(4.451)m, or (2.8)%, when compared to the 2013/14 base budget of £159.003m;
- The calculation of the Council Tax Requirement as summarised in Section 8 of the report and set out in the Formal Council Tax Resolution (“Green Sheets” to be circulated at the following Council Meeting;
- That there is no increase in the proposed Council Tax level for Trafford related services in 2014/15 (valuation bands are detailed at Annex F to the report);
- The Fees and Charges for 2014/15, as set out in the booklet available on the Council’s web site, be approved, including specifically:

Notice is given of the intent to increase allotment fees by 50p per week for a standard and additional concessionary plot, and a concessionary charge for a first plot to be increased by 25p per week, in 2015/16.

Approval is given to Corporate Directors and the Chief Finance Officer with the joint delegation to amend fees and charges during 2014/15 in the event of any change in the rate of VAT, as appropriate

- That the minimum level of General Reserve for 2014/15 be set at £6.0m, the same as in 2013/14 (Annex N to the report);
- That the overall Capital Investment Programme level of £83.2m be approved (as detailed in the Capital Investment Programme 2014/17 report at item 3(b)i of the agenda) of which £40.9m relates to 14/15 (NOTE: The “Green Sheets” tabled at the following Council Meeting contained a typographical error, and have thus been subject to subsequent correction);
- The Prudential Borrowing Indicators as set out in Appendix 1, page 10, of the Treasury Management Strategy report (at item 3(b)ii of the agenda).
- The additional borrowing as detailed in paragraphs 17 of the Capital Investment Programme and Prudential Indicators 2014/17 report.

and in approving the above, has taken into consideration:

- The objective assessment by the Director of Finance of the robustness of budget estimates and adequacy of the General Reserve (Annex N to the report).
- The Executive’s response to the Scrutiny Committee’s recommendations to the budget proposals, which can be found at Item 3(a)iv on the agenda.
- The detailed report on the outcomes of the Staff and Trade Union Consultation which can be found on the agenda at Items 3(a)ii and 3(a)iii and also presented to the Employment Committee on 19 February 2014.

Executive (19.2.14)

(2) That, in addition, the Council be asked to note the following:

- The approval on 23 January 2014 under delegated powers by the Director of Finance of the Council Tax Base for 2014/2015 at 71,940 Band D equivalents. Along with the calculation of the estimated Council Tax surplus, sufficient to release £(300)k to support the Council's 2014/2015 revenue budget and a distribution of £(40.5)k and £(15.6)k representing the respective shares of the GM Police & Crime Commissioner and GM Fire and Rescue Authority.
- That the Capital Investment Programme for 2015/2016 and 2016/2017 to be set at a notional £24.5m and £17.8m respectively.
- The Council Tax figures included in the report for the Office of the GM Police and Crime Commissioner and the GM Fire & Rescue Authority are the recommended provisional amounts pending their formal approval.
- The Treasury Management Strategy 2014/2017 detailed at item 3(b)ii of the agenda.
- The base budget assumptions as set out in the Medium Term Financial Outlook as detailed in Annex B to the report.

The meeting commenced at 6.15 pm and finished at 6.30 pm.

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EXECUTIVE

24 FEBRUARY 2014

PRESENT

Executive Member for Finance (Councillor S. Anstee) (in the Chair),
Executive Member for Community Health and Wellbeing (Councillor Dr. K. Barclay),
Executive Member for Supporting Children and Families (Councillor Miss L. Blackburn),
Executive Member for Education (Councillor M. Cornes),
Executive Member for Safe and Strong Communities (Councillor J. Coupe),
Executive Member for Economic Growth and Prosperity (Councillor M. Hyman),
Executive Member for Highways and Environment (Councillor A. Mitchell),
Executive Member for Transformation and Resources (Councillor A. Williams),
Executive Member for Adult Social Services (Councillor M. Young).

Also present: Councillors Acton, Adshead, Baugh, Bowker, Brotherton, Cordingley, Lloyd, Procter, John Reilly, Rigby, Sharp, Shaw and A. Western.

In attendance:

Chief Executive (Ms.T. Grant),
Corporate Director, Children & Young People's Service (Ms. D. Brownlee),
Corporate Director, Economic Growth and Prosperity (Mrs. H. Jones),
Corporate Director, Transformation and Resources (Mrs. W. Marston),
Director of Finance (Mr. I. Duncan),
Director of Legal & Democratic Services (Ms. J. Le Fevre),
Senior Democratic Services Officer (Mr. J.M.J. Maloney).

APOLOGIES

Apologies for absence were received from Councillor M. Colledge.

90. COUNCILLOR MATTHEW COLLEDGE

It was reported that Councillor College was unavoidably unable to attend this meeting, which would have been his final Executive Meeting as Leader of the Council. On his behalf, the Deputy Leader passed on Councillor Colledge's thanks to Members of the Executive, Council, Corporate Management Team and officers for their engagement with him during his time as Leader.

91. DECLARATIONS OF INTEREST

No declarations were made by Members.

92. MINUTES

RESOLVED: That the Minutes of the meeting held on 27th January, 2014 be approved as a correct record.

93. MATTERS FROM COUNCIL OR OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)

There were no matters to be reported.

94. SCHOOL ATTENDANCE - REVISED POLICY ON PARENTAL RESPONSIBILITY MEASURES

The Executive Member for Education submitted a report proposing a revised policy following on from a review of the Council's approach as a result of revised statutory guidance.

RESOLVED: That approval be given to the proposals to amend the Council's policy set out in Section 4 of the report and implement the new policy (Appendix 1 to the report) from 1st April 2014.

95. ANNUAL DELIVERY PLAN 2013/14 THIRD QUARTER PERFORMANCE REPORT

The Executive Member for Transformation and Resources and Corporate Director, Transformation and Resources submitted a report which provided a summary of performance, at the end of the third quarter, against the Council's Annual Delivery Plan 2013/14.

RESOLVED: That the content of the Annual Delivery Plan Third Quarter Performance Report be noted.

96. SIX MONTH CORPORATE REPORT ON HEALTH AND SAFETY - 1ST APRIL 2013 TO 30TH SEPTEMBER 2013

The Executive Member for Transformation and Resources submitted a report which provided information on Council-wide health and safety performance and trends in workplace accidents, and other key developments in health and safety for the six months ending on 30th September 2013.

RESOLVED:

- (1) That the content of the report be noted.
- (2) That the report be referred to Council at its meeting on 26th March, 2014.

97. REVENUE BUDGET MONITORING 2013/14 - PERIOD 9 (APRIL TO DECEMBER 2013)

The Executive Member for Finance and Director of Finance submitted a report setting out the outcomes of the Council's monitoring of the revenue budget to the end of Period 9 (December 2013).

RESOLVED: That the latest forecast and planned actions be noted and agreed.

*Executive (24.2.14)***98. CAPITAL INVESTMENT PROGRAMME MONITORING 2013/14 3RD QUARTER (APRIL - DECEMBER)**

The Executive Member for Finance and Director of Finance submitted a report setting out the outcomes of the Council's monitoring of the Capital Investment Programme to the end of the third quarter (December 2013).

RESOLVED:

- (1) That the amendments to the 2013/14 Capital Investment Programme be approved.
- (2) That the content of the monitoring report be noted.

99. DECISIONS MADE BY THE GREATER MANCHESTER COMBINED AUTHORITY AND AGMA EXECUTIVE BOARD 31/1/14

The Executive received for information details of decisions made by the Greater Manchester Combined Authority and AGMA Executive Board at their meetings held on 31st January, 2014.

RESOLVED: That the content of the decision summaries be noted.

100. EXCLUSION RESOLUTION

RESOLVED: That the public be excluded from this meeting during consideration of the following items of business because of the likelihood of disclosure of "exempt information" which falls within Paragraphs 3 and 7 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by The Local Government (Access to Information) (Variation) Order 2006.

101. RISK-BASED VERIFICATION FOR HOUSING BENEFIT AND COUNCIL TAX SUPPORT

The Executive Member for Finance and Director of Finance submitted a report proposing changes to the verification of Housing Benefit (HB) and Council Tax Support (CTS) claims, by introducing a risk-based verification scheme.

RESOLVED:

- (1) That the Council adopt a policy of requiring different levels of evidence in support of claims for HB and CTS according to their risk, as set out in the report.
- (2) That a new process be adopted for new online HB / CTS applications so that a customer is required to tick an online declaration form rather than a signed paper version.

Executive

The meeting commenced at 6.30 pm and finished at 7.03 pm.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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